



Article 21

1. Indigenous peoples have the right, without discrimination, to the improvement of their economic and social conditions, including, inter alia, in the areas of education, employment, vocational training and retraining, housing, sanitation, health and social security.
2. States shall take effective measures and, where appropriate, special measures to ensure continuing improvement of their economic and social conditions. Particular attention shall be paid to the rights and special needs of indigenous elders, women, youth, children and persons with disabilities.

From the United Nations Declaration on the Rights of Indigenous Peoples



**CARIBOO REGIONAL DISTRICT
MEETING AGENDA**

July 5, 2024

9:45 a.m.

**Cariboo Regional District Board Room
Suite D - 180 Third Avenue North
Williams Lake, B.C.**

Pages

1. CALL TO ORDER

(The meeting is scheduled to commence at 9:45 a.m.)

1.1 Adoption of Agenda

Corporate Vote - Unweighted

That the agenda be adopted as presented.

2. ADOPTION OF MINUTES

2.1 Minutes of the Cariboo Regional District Board Meeting - June 20, 2024

8 - 20

Corporate Vote - Unweighted

That the minutes of the Cariboo Regional District Board meeting held June 20, 2024, be adopted.

3. DELEGATIONS/GUESTS

3.1 10: 30 a.m. - MOTI

Greg Bruce, Director, Cariboo Road Recovery Projects, Ministry of Transportation and Infrastructure, will provide information on the Project.

4. PLANNING BYLAWS FOR CONSIDERATION OF FIRST AND SECOND READING

4.1 Area I – BL5476

21 - 34

Stakeholder Vote – Unweighted – All Electoral Areas

605 Tibbles Road

The North ½ of District Lot 6704, Cariboo District, Except Plans 17113 and EPP97989

From Rural 1 (RR 1) zone to Rural 2 (RR 2) zone

(3360-20/20240018 – Melanie Dydynsky)

Director Glassford

That North Cariboo Area Rural Land Use Amendment Bylaw No. 5476, 2024 be read a first and second time this 5th day of July 2024. Further, that adoption be subject to the following:

- i. The applicant offering to enter into and entering into a Section 219 covenant to ensure compliance with the CRD Shoreland Management Policy with respect to sewage disposal and riparian protection.

Further, that the cost of registration of the shoreland management covenant be borne by the applicant.

5. DEVELOPMENT PERMIT APPLICATIONS**5.1 Area L – DP20240017**

35 - 54

Stakeholder Vote – Unweighted – All Electoral Areas

6014 Little Fort Hwy 24

Lot A, District Lot 4038, Lillooet District, Plan 32980, Except Plan KAP83357 (3060-20/20240017 – Lone Butte Historical Association) (Agent – Tom Sarafis)

Director de Vries

That the application for a Development Permit pertaining to Lot A, District Lot 4038, Lillooet District, Plan 32980, Except Plan KAP83357 be approved based on Appendix “B” and supporting design drawings, scope of work, and photos.

6. AGRICULTURAL LAND COMMISSION APPLICATIONS**6.1 Area A – ALRA20240016**

55 - 92

Stakeholder Vote – Unweighted – All Electoral Areas

Hwy 97 S

District Lot 445, Cariboo District, Except Plans 21896, 22919 and EPP4218 (3015-20/A20240016 – 0719191 BC Ltd.) (Agent: Erin Elder)

Director Sjostrom

That the Provincial Agricultural Land Commission application for soil and fill use pertaining to District Lot 445, Cariboo District, Except Plans 21896, 22919 and EPP4218 be authorized for submission to the Provincial Agricultural Land Commission with a recommendation for approval.

6.2 Area C – ALRC20240020

93 - 201

Stakeholder Vote – Unweighted – All Electoral Areas

5302 Bastin Road

The Fractional South West ¼ of District Lot 9159, Cariboo District, Except Plans BCP28576, EPP21640, EPP21641 and EPP21642

(3015-20/C20240020 – BC Transportation Financing Authority) (Agent: Bryan James – Sitkum Consulting)

Director Massier

That the Provincial Agricultural Land Commission application for soil and fill use, pertaining to The Fractional South West ¼ of District Lot 9159, Cariboo District, Except Plans BCP28576, EPP21640, EPP21641 and EPP21642 be authorized for submission to the Provincial Agricultural Land Commission, with a recommendation for approval.

7. COMMUNITY SERVICES**7.1 Esler Recreation Advisory Commission April 30, 2024 Meeting Minutes and Recommendations**

202 - 207

Multiple Voting - please see individual resolutions

Stakeholder Vote - Weighted - Electoral Areas D, E, and F and City of Williams Lake

#1 That the following recommendation from the the Esler Recreation Advisory Commission meeting held April 30, 2024 be endorsed:

That the proposed 2024 capital projects for the Williams Lake Slo-Pitch League, and Williams Lake Soccer Associations be approved, including:

- *the Williams Lake Slo-Pitch League will apply topsoil and infield rock.*
- *the Williams Lake Soccer Associations will perform well equipment improvements.*

And that \$5,000 to the above-mentioned two groups for the capital projects be approved as allocated in the Central Cariboo Recreation and Leisure Services (CCRLS) budget and business plan for 2024. And further that, in addition to its business plan goal to install tee boxes and signage, the Cariboo Disc Golf Club be approved to construct a small storage shed.

Stakeholder Vote - Weighted - Electoral Areas D, E, and F and City of Williams Lake

#2 That the proposed 2024 capital project for the Williams Lake Minor Fastball Association, purchasing wood to complete bleacher repairs, be approved, and that \$5,000 to the group for the capital project be approved as allocated in the Central Cariboo Recreation and Leisure Services (CCRLS) budget and business plan for 2024.

Corporate Vote - Unweighted

#3 That the following recommendation from the the Esler Recreation Advisory Commission meeting held April 30, 2024 be endorsed:

That the Esler Recreation Advisory Commission members for 2024 be appointed as follows: Linda Barbondy for the Williams Lake Slo-Pitch League, Brian Hansen for the Williams Lake Soccer Associations, Nick Surette for the Williams Lake Minor Fastball Association, Mark Savard for the Cariboo Disc Golf Club, and Bruce Newbery and Pierre Mayette for the Esler Community Association.

8. PROTECTIVE SERVICES

8.1 Protective Services Update

Regional Fire Chief, Roger Hollander, will provide a verbal update on Protective Services activities.

9. FINANCE

9.1 2024-2034 Canada Community-Building Fund Agreement 208 - 234

Corporate Vote - Weighted

That the Cariboo Regional District Board Chair and Manager of Corporate Administration be authorized to execute the 2024-2034 Community Works Fund Agreement under the Administrative Agreement on the Canada Community-Building Fund, as attached.

10. INFORMATION ITEMS

10.1 First Nations Relations Committee Minutes - June 11, 2024 235 - 236

10.2 North Cariboo Rural Directors Caucus Minutes - June 11, 2024 237 - 238

10.3 South Cariboo Regional Airport Commission Minutes - June 13, 2024 239 - 241

10.4 South Cariboo Joint Committee Minutes - June 17, 2024 242 - 244

10.5 Committee of the Whole Minutes - June 19, 2024 245 - 248

10.6 Peter Skene Ogden Scholarship Recipient 249 - 249

11. COMMITTEE/COMMISSION RECOMMENDATIONS

11.1 Appointments to South Cariboo Regional Airport Commission

Corporate Vote - Unweighted

That the following recommendation from the South Cariboo Regional Airport Commission meeting on June 13, 2024 be endorsed:

That Director Al Richmond be appointed to the position of Chair of the South Cariboo Regional Airport Commission for the year 2024. Further, that Directors Margo Wagner and Eric de Vries, Mayor Maureen Pinkney and members-at-large Les Kallos, Larry Davis and Greg Atherton also be appointed to the commission.

11.2 Installation of Canadian In-Flight Information Broadcasting ADB-S Transmitter at South Cariboo Regional Airport

Corporate Vote - Weighted

That the following recommendation from the South Cariboo Regional Airport Committee meeting on June 13, 2024 be endorsed:

That purchase and installation of a Canadian In-Flight Information Broadcasting (CIFIB) ADB-S transmitter be approved for 2024 at a cost of up to \$5000 for initial purchase and set-up and \$2,000 per year thereafter. And further that the appropriate signatories be authorized to enter into the required Site Licence Agreement with the CIFIB Association.

11.3 South Cariboo Recreation - 2024 Capital and Equipment Plan Allocations 250 - 251

Stakeholder Vote - Weighted - Electoral Areas G, H, and L and District of 100 Mile House

That the following recommendation from the South Cariboo Joint Committee meeting on June 17, 2024 be endorsed:

That the updated 2024-2026 South Cariboo Recreation capital plan be approved as presented, with the recreation centre office renovation moving forward to 2024 at a cost of \$16,500, and an increase for the curling rink dehumidifier of \$3,500 and the entrance sign upgrade being delayed until 2026.

12. BYLAWS FOR CONSIDERATION OF THREE READINGS AND ADOPTION

12.1 Cariboo Regional District North Cariboo Recreation and Parks Fees and Charges Amendment Bylaw No. 5483, 2024 252 - 279

Stakeholder Vote – Weighted – Electoral Areas A, B, C, and I and City of Quesnel (Adoption requires 2/3 in favour)

#1: That Cariboo Regional District North Cariboo Recreation and Parks Fees and Charges Amendment Bylaw No. 5483, 2024 be read a first, second and third time this 5th day of July, 2024.

#2: That Cariboo Regional District North Cariboo Recreation and Parks Fees and Charges Amendment Bylaw No. 5483, 2024 be adopted this 5th day of July, 2024.

13. DIRECTORS' ROUNDTABLE

The Directors may provide any brief updates at this time.

14. ESCRIBE FEEDBACK

15. IN-CAMERA SESSION

15.1 In-Camera Session

280 - 281

Corporate Vote - Unweighted

There will be items suitable for discussion in-camera pursuant to Section 90(1)(c) & (k) of the *Community Charter*.

(Please note: In some circumstances, in-camera resolutions are released once the Board reconvenes in open session.)

That the meeting be closed to public to discuss items suitable for discussion in-camera pursuant to Section _____ of the *Community Charter*.

16. ADJOURNMENT

Corporate Vote - Unweighted

That the meeting of Cariboo Regional District Board be adjourned at (TIME) p.m. July 5, 2024.



CARIBOO REGIONAL DISTRICT

BOARD MINUTES

June 20, 2024

9:45 a.m.

Cariboo Regional District Board Room

Suite D - 180 Third Avenue North

Williams Lake, B.C.

PRESENT: Chair M. Wagner, Vice Chair M. Neufeld, Director M. Sjostrom, Director B. Bachmeier (via TEAMS), Director J. Massier, Director S. Forseth, Director M. LeBourdais, Director A. Richmond, Director J. Glassford, Director T. Pare, Director B. Anderson, Director E. de Vries, Director E. Coleman, Director S. Rathor, Director M. Pinkney, Director L. Roodenburg

STAFF: M. Daly, Chief Administrative Officer, A. Johnston, Manager of Corporate Services/Deputy CAO, K. Erickson, Chief Financial Officer, L. Schick, Deputy Corporate Officer/Executive Assistant, N. Whitehead, Manager of Planning Services

1. CALL TO ORDER

1.1 Adoption of Agenda

Corporate Vote - Unweighted

2024-06-1

Moved Director Rathor

Seconded Director Pare

That the agenda be adopted as presented.

Carried

2. ADOPTION OF MINUTES

2.1 Minutes of the Cariboo Regional District Board Meeting - May 24, 2024

Corporate Vote - Unweighted

2024-06-2

Moved Director Sjostrom

Seconded Director de Vries

That the minutes of the Cariboo Regional District Board meeting held May 24, 2024, be adopted.

Carried

4. PLANNING BYLAWS FOR CONSIDERATION OF FIRST READING

4.1 Area J – BL 5475

Stakeholder Vote – Unweighted – All Electoral Areas

Bluff Lake Road

District Lot 1090, Range 2, Coast District, Said To Contain 80 Acres More Or Less, Except Plan KAP54601 and District Lot 1091, Range 2, Coast District, Said To Contain 160 Acres More Or Less, Except Plan KAP54601

From Rural 1 (RR 1) zone and Resource / Agricultural (R/A) zone to Special Exception C 2-5 zone

(3360-20/20240014 – David King) (Agent: Don Vanderhorst Consulting Ltd.)

Director Pare

2024-06-3

Moved Director Pare

Seconded Director Massier

That Chilcotin Area Rural Land Use Amendment Bylaw No. 5475, 2024 be given first reading this 20th day of June 2024. Further that second reading be subject to the following:

- i. A public information meeting held at the applicant’s expense;
- ii. The applicant providing proof to the Cariboo Regional District, through an Authorized Person (AP), a report on the proposed sewerage system(s). The report from the AP must demonstrate there is adequate space and site conditions to support an authorized disposal system(s) for the density proposed and identify a reserve area for when the original system(s) fails;

- iii. The applicant submitting an Archaeological Overview Assessment for the proposed C 2-5 zone area , completed by a qualified professional, with a determination as to whether further investigation is warranted;

Further, that adoption be subject to the following:

- i. The applicant offering to enter into and entering into a covenant restricting the resort accommodation use to a maximum of 70 sleeping or housekeeping units and 25 staff accommodation units or combination thereof, and that the cost of preparation and registration of the covenant be borne by the applicant;
- ii. The applicant offering to enter into and entering into a covenant to ensure compliance with the CRD Shoreland Management Policy with respect to a sewage disposal system and riparian protection, including wetlands, and that the cost of registration of the covenant be borne by the applicant;
- iii. The subject properties being consolidated into a single property.

Carried

5. PLANNING BYLAWS FOR CONSIDERATION OF THREE READINGS AND ADOPTION

5.1 Small-Scale Multi-Unit Housing (SSMUH) Zoning Amendment Bylaws

Stakeholder Vote – Unweighted – All Electoral Areas (Adoption requires 2/3rds in favour)

2024-06-4

Moved Director Glassford

Seconded Director Forseth

That the Board confirms it has considered the Small-Scale, Multi-Unit Housing Provincial Policy Manual & Site Standards prior to consideration of South Cariboo Area Zoning Amendment Bylaw No. 5480, 2024, Williams Lake Fringe and 150 Mile House Area Zoning Amendment Bylaw No. 5481, 2024, and Quesnel Fringe Area Zoning Amendment Bylaw No. 5482, 2024.

Carried

2024-06-5

Moved Director LeBourdais
Seconded Director de Vries

That South Cariboo Area Zoning Amendment Bylaw No. 5480, 2024 be read a first, second, and third time this 20th day of June 2024.

Carried

2024-06-6

Moved Director de Vries
Seconded Director Anderson

That South Cariboo Area Zoning Amendment Bylaw No. 5480, 2024 be adopted this 20th day of June 2024.

Carried

2024-06-7

Moved Director Forseth
Seconded Director LeBourdais

That Williams Lake Fringe and 150 Mile House Area Zoning Amendment Bylaw No. 5481, 2024 be read a first, second, and third time this 20th day of June 2024.

Carried

2024-06-8

Moved Director Massier
Seconded Director Neufeld

That Williams Lake Fringe and 150 Mile House Area Zoning Amendment Bylaw No. 5481, 2024 be adopted this 20th day of June 2024.

Carried

2024-06-9

Moved Director Forseth
Seconded Director Massier

That Quesnel Fringe Area Zoning Amendment Bylaw No. 5482, 2024 be read a first, second, and third time this 20th day of June 2024.

Carried

2024-06-10

Moved Director Glassford
Seconded Director Anderson

That Quesnel Fringe Area Zoning Amendment Bylaw No. 5482, 2024 be adopted this 20th day of June 2024.

Carried

6. ENVIRONMENTAL SERVICES

6.1 Community Works Fund Request

Corporate Vote - Unweighted

2024-06-11

Moved Director Richmond
Seconded Director de Vries

That \$34,000 from the Community Works fund be allocated to complete the following repairs:

- Replacement of the Beach lift station electrical kiosk on Mckinley Road, Lac La Hache (\$15,000);
- Replacement of internal mechanical works in the McKinley Road main lift station, Lac La Hache (\$11,000); and
- Repair of the reservoir drain and overflow area at the Forest Grove reservoir (\$8,000).

Carried

7. COMMUNITY SERVICES

7.1 Forest Grove Community Hall Community Works Funding (CWF) Furnace Upgrade Project And Enabling Agreement.

Corporate Vote – Weighted

2024-06-12

Moved Chair Wagner

Seconded Director Richmond

That up to \$12,500 for the installation of two energy efficient furnaces at the Forest Grove Community Hall be approved from the 2024 Community Hall Energy Efficiency and Water Conservation envelope of the Community Works Fund and that the appropriate signatories be authorized to enter into the necessary contribution agreement.

Carried

7.2 Year-Round Grant for Assistance – 100 Mile & District Community Policing Committee

Corporate Vote - Unweighted

2024-06-13

Moved Director de Vries

Seconded Director Richmond

That a Grant for Assistance in the amount of \$1,000 be awarded to the 100 Mile and District Community Policing Committee from Electoral Area L Grants for Assistance Fund to help with fuel costs for volunteers to conduct patrols.

Carried

8. FINANCE

8.1 Monthly Expenditures Board Summary Report and Mastercard Summary Report - May 2024

Corporate Vote - Unweighted

2024-06-14

Moved Director Glassford

Seconded Director Richmond

That the Monthly Expenditures Board Summary Report and Mastercard Summary Report for the month of May 2024, in the amount of \$2,628,212.52,

consisting of \$29,043.90 paid by cheque, \$2,484,553.23 paid through electronic funds, and \$114,615.39 paid by Mastercard, be ratified.

Carried

8.2 2023 Statement of Financial Information

Corporate Vote - Unweighted

2024-06-15

Moved Director Richmond

Seconded Director de Vries

That the Cariboo Regional District's 2023 Statement of Financial Information, as presented to the Board by Kevin Erickson, Chief Financial Officer, be made available for public inspection.

Carried

9. ADMINISTRATION

9.1 Appointment of Chief and Deputy Chief Election Officers – Forest Grove Fire Tender Replacement Assent Vote

Corporate Vote - Unweighted

2024-06-16

Moved Chair Wagner

Seconded Director Roodenburg

That the Board proceed to referendum to obtain elector assent for the Forest Grove Fire Protection Service fire tender replacement. Further, that Alice Johnston be appointed Chief Election Officer, and Lore Schick be appointed Deputy Chief Election Officer for the 2024 Forest Grove Fire Protection Service fire tender replacement referendum.

Further still, that the question on the ballot be as follows:

"Are you in favour of the Cariboo Regional District borrowing up to \$600,000 over 10 years for the replacement of a fire tender for the Forest Grove Fire Protection Service?"

(The current ad valorem residential tax rate for the Forest Grove Fire Protection Service is \$117.66/\$100,000. Based on 2024 assessed values, the estimated annual cost including the borrowing translates to a residential tax rate of \$150.04/\$100,000 of the net taxable assessed value of improvements.)”

Carried

11. COMMITTEE/COMMISSION RECOMMENDATIONS

11.1 Quesnel Kangaroos Request for Storage & Dressing Room

Multiple Voting - please see individual resolutions

2024-06-17

Moved Director Bachmeier

Seconded Director Sjostrom

Stakeholder Vote - Weighted - Electoral Areas A, B, C, and I and City of Quesnel

That the following recommendation from the North Cariboo Joint Advisory Committee meeting on May 7, 2024 be endorsed:

That the Quesnel Kangaroos be provided with exclusive use of the West Fraser Centre main facility storage room, in the Northeast corner of the facility, adjacent to the dressing rooms.

Carried

2024-06-18

Moved Director Glassford

Seconded Director Roodenburg

Corporate Vote - Weighted

That the following recommendation from the North Cariboo Joint Committee meeting on May 7, 2024 be endorsed:

That \$26,000 be allocated in the 2024 North Cariboo Recreation and Parks capital budget to purchase a trailer to store the West Fraser Centre stage off-site;

Further, that \$10,000 be allocated in the 2024 North Cariboo Recreation and Parks capital budget for construction and flooring for conversion of the storage room to dressing room.

Carried

11.2 NDIT Recreation and Infrastructure Grant Application - West Fraser Centre Concession

Corporate Vote - Weighted

2024-06-19

Moved Director Massier

Seconded Director LeBourdais

That the following recommendation from the North Cariboo Joint Advisory Committee meeting on May 7, 2024 be endorsed:

That \$100,000 to be allocated in the North Cariboo Recreation and Parks budget toward the total project cost for renovations to West Fraser Centre's concession.

Carried

11.3 North Cariboo Recreation Fees and Charges Amendment

Stakeholder Vote - Weighted - Electoral Areas A, B, C, I, and City of Quesnel

2024-06-20

Moved Director Massier

Seconded Director Glassford

That the following recommendation from the North Cariboo Joint Advisory Committee meeting on May 7, 2024 be endorsed:

That the Cariboo Regional District North Cariboo Recreation and Parks Fees and Charges Bylaw be amended to incorporate the proposed Fees and Charges presented at the May 7, 2024 meeting of the North Cariboo Joint Advisory Committee, Administration Report #16/24.

Carried

11.4 Proposed Central Cariboo Joint Grant for Assistance Program

Stakeholder Vote - Weighted - Electoral Areas D, E, F, J, K, and City of Williams Lake

2024-06-21

Moved Director Rathor

Seconded Director LeBourdais

That the following recommendation from the Central Cariboo Joint Committee meeting on May 23, 2024 be endorsed:

That an annual Central Cariboo Grants for Assistance program be established jointly as proposed between the City of Williams Lake and Cariboo Regional District electoral areas D, E, F, J and K. Further that the Central Cariboo Joint Committee Terms of Reference be amended to include an annual meeting with participation of full city council and central Cariboo electoral area directors to review all grant applications received and determine funding to be provided.

Carried

11.5 Quesnel Kangaroos User Group Agreement

Stakeholder Vote - Weighted - Electoral Areas A, B, C, I, and City of Quesnel

2024-06-22

Moved Director Glassford

Seconded Director Sjostrom

That the following recommendation from the North Cariboo Joint Advisory Committee meeting on June 11, 2024 be endorsed:

That the City of Quesnel, as the Manager of the North Cariboo Recreation and Parks Service, enter into the attached 5- year agreement with the Quesnel Kangaroos Sr. Hockey Club for use of the West Fraser Centre.

Carried

11.6 West Fraser Centre Concession Fire Update

Corporate Vote - Weighted

2024-06-23

Moved Director Glassford
Seconded Director Massier

That the following recommendation from the North Cariboo Joint Advisory Committee meeting on June 11, 2024 be endorsed:

That staff proceed with an expansion and upgrade of the West Fraser Centre concession into the concourse as indicated in Option 2 in the drawings presented to the North Cariboo Joint Advisory Committee on June 11, 2024;

Further, that the 2024 North Cariboo Recreation and Parks capital plan be amended to reallocate up to \$248,390 for the concession expansion from the planned transfer to capital reserves.

Carried

Contrary to the motion: Director Bachmeier

11.7 Municipal Support for RD Projects

Corporate Vote - Unweighted

2024-06-24

Moved Director Roodenburg
Seconded Director LeBourdais

That the following recommendation from the Committee of the Whole meeting on June 19, 2024 be endorsed:

That a letter be sent to MP Todd Doherty, encouraging appropriate recognition of regional districts in federal announcements.

Carried

12. INVITATIONS

12.1 Invitation to UBCM Resource Breakfast Series

2024-06-25

Moved Director Richmond
Seconded Director LeBourdais

That a letter be forwarded to C3 Alliance advising that invitations to regional districts should be addressed to Board and Chair, as opposed to Mayor and Council.

Carried

3. DELEGATIONS/GUESTS

3.1 Phyllis Webstad

Phyllis Webstad was in attendance, via Teams, to provide and update on the Orange Shirt Society's activities.

The meeting recessed at 12:26

The meeting reconvened at 1:05

16. IN-CAMERA SESSION

16.1 In-Camera Session

Corporate Vote - Unweighted

2024-06-26

Moved Director Massier

Seconded Director LeBourdais

That the meeting be closed to public to discuss items suitable for discussion in-camera pursuant to Section 90(1)(c) and (e) of the *Community Charter*.

Carried

The meeting recessed to go in-camera at 1:05 p.m.

The meeting readjourned at 1:30 p.m.

17. ADJOURNMENT

Corporate Vote - Unweighted

2024-06-27

Moved Director Pare

Seconded Director Glassford

That the meeting of Cariboo Regional District Board be adjourned at 1:30 p.m. June 20, 2024.

Carried

Chair

Manager of Corporate Services



Date: 26/06/2024

To: Chair and Directors, Cariboo Regional District Board

And To: Murray Daly, Chief Administrative Officer

From: Nigel Whitehead, Manager of Planning Services

Date of Meeting: Cariboo Regional District Board_Jul05_2024

File: 3360-20/20240018

Short Summary:

Area I – BL5476

605 Tibbles Road

The North ½ of District Lot 6704, Cariboo District, Except Plans 17113 and EPP97989

From Rural 1 (RR 1) zone to Rural 2 (RR 2) zone

(3360-20/20240018 – Melanie Dydynsky)

Director Glassford

Voting:

Stakeholder Vote – Unweighted – All Electoral Areas

Memorandum:

See planning comments on attached information package.

Attachments:

Information Package

Financial Implications:

N/A

Policy Implications:

N/A

Alignment with Strategic Plan:

- Infrastructure and Asset Management:** To establish a systematic, predictable approach to managing the regional district's assets and infrastructure that builds on current asset management data and condition assessments.
- Enhanced Communications and Engagement:** To build trust and credibility of the regional district by enhancing our communications and engagement with citizens, stakeholders, and volunteers.

- Effective and Responsive Land Use Planning and Development:** To ensure our land use planning and development is responsive to future growth and housing needs, anticipates risks and hazards associated with climate change and provides efficient and consistent processes for landowners and developers.
- Relationships with First Nations:** To foster a healthy and inclusive region by building and strengthening our relationships with First Nations and embracing the principles of reconciliation.

[Click here to enter text.](#)

CAO Comments:

[Click here to enter text.](#)

Options:

1. Endorse recommendation;
2. Deny;
3. Defer.

Recommendation:

That North Cariboo Area Rural Land Use Amendment Bylaw No. 5476, 2024 be read a first and second time this 5th day of July 2024. Further, that adoption be subject to the following:

- i. The applicant offering to enter into and entering into a Section 219 covenant to ensure compliance with the CRD Shoreland Management Policy with respect to sewage disposal and riparian protection.

Further, that the cost of registration of the shoreland management covenant be borne by the applicant.



Planning Application Referral Sheet

Application Type: Rezoning
File Number: 3360-20/20240018
Bylaw(s): North Cariboo Area Rural Land Use Amendment Bylaw No. 5476, 2024
Electoral Area: I
Date of Referral: April 3, 2024
Date of Application: March 26, 2024

Property Owner’s Name(s): Melanie Dydynsky

SECTION 1: Property Summary

Legal Description(s): The North 1/2 of District Lot 6704, Cariboo District, Except Plans 17113 and EPP97989

Property Size(s): 6.31 ha. (15.59 ac.)

Area of Application: 6.31 ha. (15.59 ac.)

Location: 605 Tibbles Road

Current Designation:
n/a

Min. Lot Size Permitted:
n/a

Current Zoning:
Rural 1 (RR 1)

Min. Lot Size Permitted:
4 ha. (9.88 ac.)

Proposed Zoning:
Rural 2 (RR 2)

Min. Lot Size Permitted:
2 ha (4.94 ac.)

Proposal: It is proposed to rezone the lot to allow for the subdivision of three lots.

No. and size of Proposed Lots:

Proposed Lot 1 - 2.14 ha (5.29 ac.)

Proposed Lot 2 - 2.12 ha (5.24 ac.)

Proposed Lot 3 - 2.05 ha (5.06 ac.)

Existing Buildings:

Storage Shed - 22.30 sq. m. (240.04 sq. ft.)

Chicken Coop - 53.51 sq. m. (575.98 sq. ft.)

3 Car Garage - 133.78 sq. m. (1440.00 sq. ft.)

House - 214.05 sq. m. (2304.01 sq. ft.)

Workshop - 70.61 sq. m. (760.04 sq. ft.)

Proposed Buildings: none.

Road Name: Tibbles Rd

Road Type: Paved

Within the influence of a Controlled Access Highway: N/A

Services Available: Hydro, telephone, sewage disposal system, well.

Within the confines of the Agricultural Land Reserve: No

Required to comply with the Shoreland Management Policy: Yes - Riparian and Septic

Name of Lake/Contributing River: Puntataenkut Lake

Teltierone Lake

Lake Classification: High

Within Development Permit Area: No

Adjoining Properties: (Source: B.C.A.A.)

	Land Use:	Lot Sizes:
(a) North	Crown	n/a
(b) South	Manufactured Home	13.25 ha. (32.73 ac.)
(c) East	vacant	60.70 ha. (150.00 ac.)
(d) West	Single Family Dwelling	0.53 ha. - 0.84 ha. (1.3 ac.- 2.08 ac.)

PLANNING COMMENTS

Background:

An application to rezone a 6.31 ha. (15.59 ac.) property to allow for a three lot subdivision has been received. The subject property is currently zoned Rural 1 (RR 1) in the North Cariboo Area Rural Land Use Bylaw No. 3505, 1999 as shown in Appendix B.

The applicant has applied to rezone the property from Rural 1 (RR 1) to Rural 2 (RR 2). The applicant is proposing three lots ranging from 2.05 ha (5.06 ac.) to 2.14 ha (5.29 ac.) in size.

The subject property contains multiple structures, including a single-family dwelling. Most of the structures will remain on proposed Lot 2. A greenhouse structure on proposed Lot 1 is proposed for demolition. A 70.61 sq. m. (760 sq. ft.) structure on proposed Lot 3 would remain as an orphaned ancillary structure, should the proposal be approved.

Location & Surroundings:

The subject property is located at 605 Tibbles Road, 200 m east of Puntataenkut Lake. The property fronts Teltierone Lake to the east. Neither lakes have a sensitivity assessment rating in the CRD Shoreland Management Policy, therefore default to high sensitivity in accordance with the policy. The property is mainly forested with significant wetland areas on the east side.

Surrounding the subject property are a similarly sized property to the south, unsurveyed Crown land to the north, and multiple lakefront properties of roughly 1.6 ha (2 ac.) size, located across Tibbles Road to the west. The subject property is approximately 45 km west of Quesnel.

CRD Regulations & Policies:

North Cariboo Area Rural Land Use Bylaw No. 3505, 1999.

3.3 RESIDENTIAL

It is the policy of the Board with respect to residential uses and development:

...

(c) to allow for a range of lot sizes and uses for rural and rural residential type developments, where appropriate, and to minimize conflicts with agricultural operations;

5.19 RURAL 2 (RR 2) ZONE

5.19.2 ZONE PROVISIONS

- (a) LOT AREA (minimum) = 2 hectare (4.94 acre)

Rationale for Recommendation:

Planning staff are supportive of the proposed zoning amendment. The proposal would allow for the future subdivision of the subject property into three lots ranging from 2.05 ha (5.05 ac.) to 2.14 ha (5.29 ac.) in size. The proposed lot sizes will provide for a variety of lot size in the area, allowing for a sensible density gradient from the smaller lakefront lots to the west and the larger acreages to the south and further east. The proposed density should allow for sustainable onsite water and sewerage systems, subject to MOTI review and approval at subdivision stage.

The Ministry of Transportation and Infrastructure (MOTI) has no objection in principle to the proposed rezoning, but there are several development criteria that will be considered at the subdivision approval stage including but not limited to proof of water, sewage disposal, archaeology assessment, right-of-way dedication, and drainage.

Electoral Area 'I' Advisory Planning Commission unanimously supported the proposal.

The applicant will be required to comply with the CRD Shoreland Management Policy with respect to sewerage disposal and riparian protection due to proximity to Teltierone and Puntataenkut Lakes.

Recommendation:

That North Cariboo Area Rural Land Use Amendment Bylaw No. 5476, 2024 be read a first and second time this 5th day of July 2024. Further, that adoption be subject to the following:

- i. The applicant offering to enter into and entering into a Section 219 covenant to ensure compliance with the CRD Shoreland Management Policy with respect to sewerage disposal and riparian protection.

Further, that the cost of registration of the shoreland management covenant be borne by the applicant.

REFERRAL COMMENTS

Ministry of Transportation and Infrastructure: April 10, 2024

The Ministry has no objection in principle to the proposed rezoning.

Please note this in no way constitutes subdivision approval and items to consider at the subdivision stage may include but are not limited to the following items:

- Proof of Water
- Sewage Disposal
- Archaeology Assessment
- Access
- Right-of-way dedication
- Drainage

Ministry of Environment and Climate Change Strategy:

No response.

Ministry of Water, Land and Resource Stewardship:

No response.

Advisory Planning Commission: April 17, 2024

See attached.

Health Authority:

No response.

ATTACHMENTS

Appendix A: Bylaw 5476
Appendix B: General Map
Appendix C: Specific Map
Appendix D: Orthographic Map
Other: Applicant's Supporting Documents
Advisory Planning Commission Comments



CARIBOO REGIONAL DISTRICT

BYLAW NO. 5476

A bylaw of the Cariboo Regional District, in the Province of British Columbia, to amend Bylaw No. 3505, being the "North Cariboo Area Rural Land Use Bylaw No. 3505, 1999".

WHEREAS the *Local Government Act* authorizes the Regional Board to amend a Rural Land Use bylaw after a public hearing and upon the affirmative vote of the Directors.

WHEREAS an application has been received to rezone property.

NOW, THEREFORE the Board of Directors of the Cariboo Regional District, duly assembled, enacts as follows:

1. CITATION:

This bylaw may be cited for all purposes as the "North Cariboo Area Rural Land Use Amendment Bylaw No. 5476, 2024".

2. AMENDMENT

Bylaw No. 3505 of the Cariboo Regional District is amended by:

- i) rezoning The North ½ of District Lot 6704, Cariboo District, Except Plans 17113 and EPP97989 from Rural 1 (RR 1) zone to Rural 2 (RR 2) zone
- ii) amending Schedule "C" accordingly.

READ A FIRST TIME THIS _____ DAY OF _____, 2024.

READ A SECOND TIME THIS _____ DAY OF _____, 2024.

A PUBLIC HEARING WAS HELD ON THE _____ DAY OF _____, 2024.

READ A THIRD TIME this _____ day of _____, 2024.

ADOPTED this _____ day of _____, 2024.

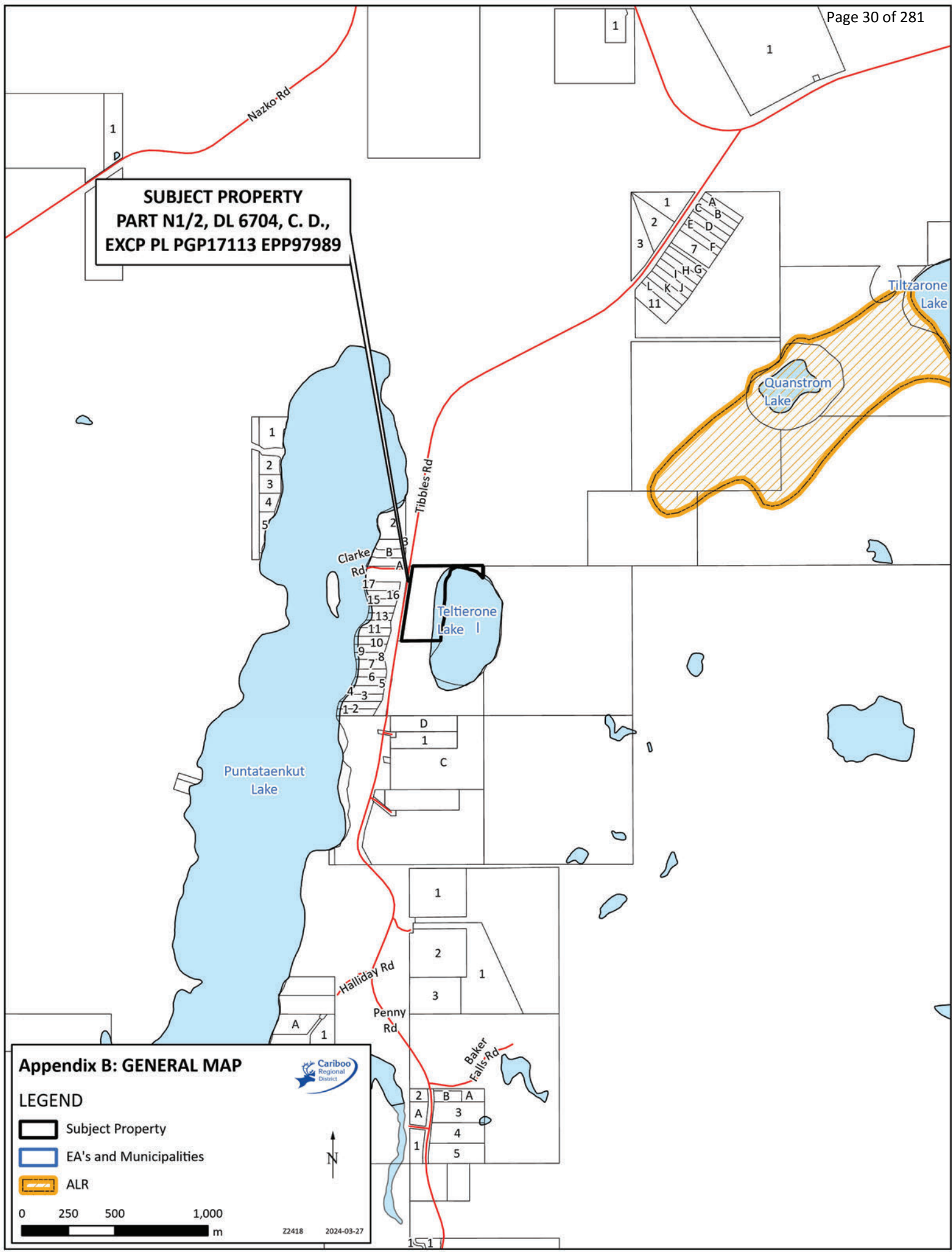
Chair

Manager of Corporate Services

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 5476 cited as the "North Cariboo Area Rural Land Use Amendment Bylaw No. 5476, 2024", as adopted by the Cariboo Regional District Board on the _____ day of _____, 2024.

Manager of Corporate Services




SUBJECT PROPERTY
PART N1/2, DL 6704, C. D.,
EXCP PL PGP17113 EPP97989



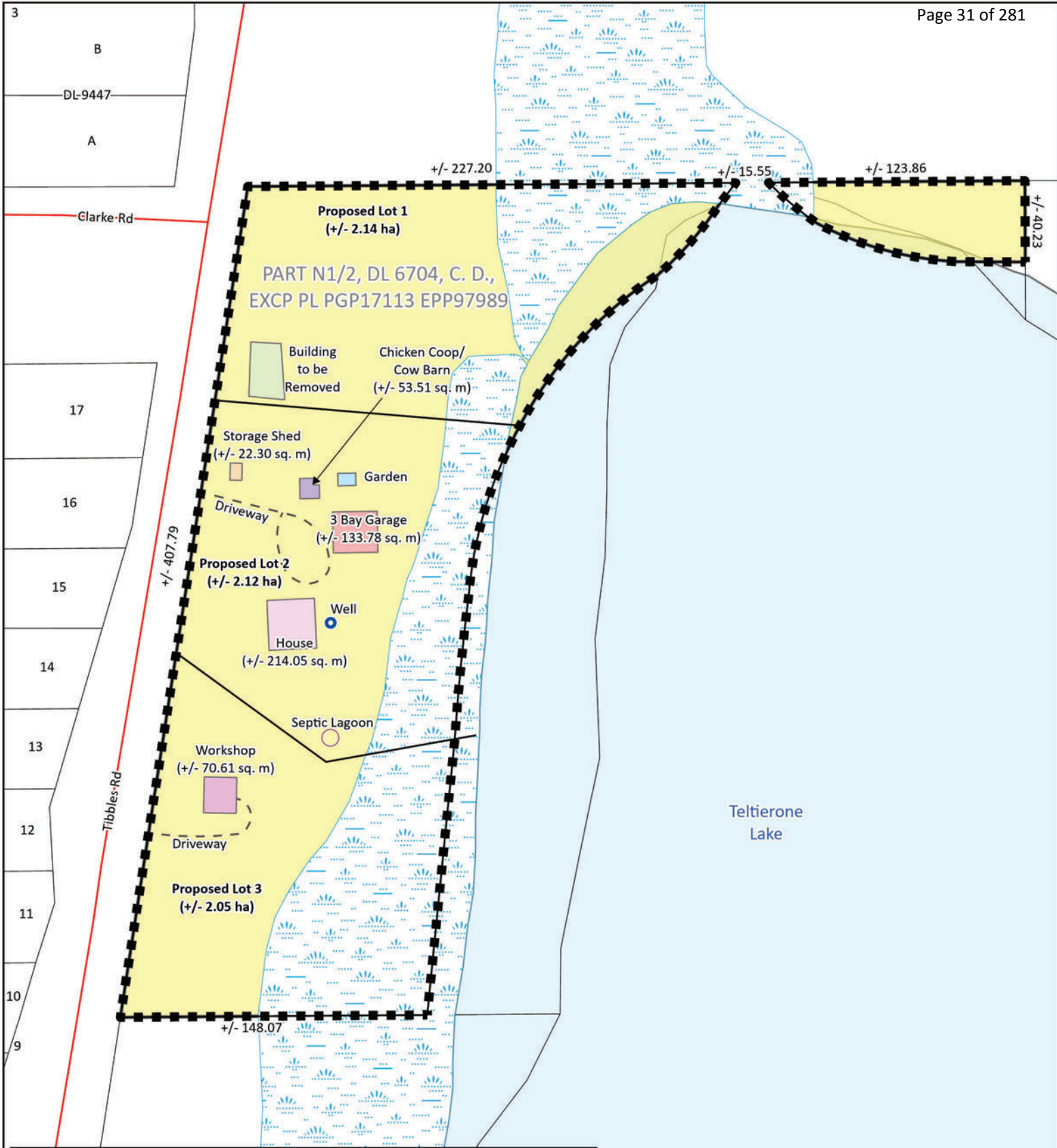
Appendix B: GENERAL MAP



LEGEND

-  Subject Property
-  EA's and Municipalities
-  ALR



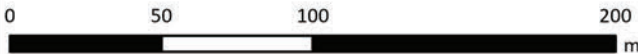


Appendix C: SPECIFIC MAP

LEGEND

-  Subject Property
-  Proposed Rural 2 (RR2) Zone

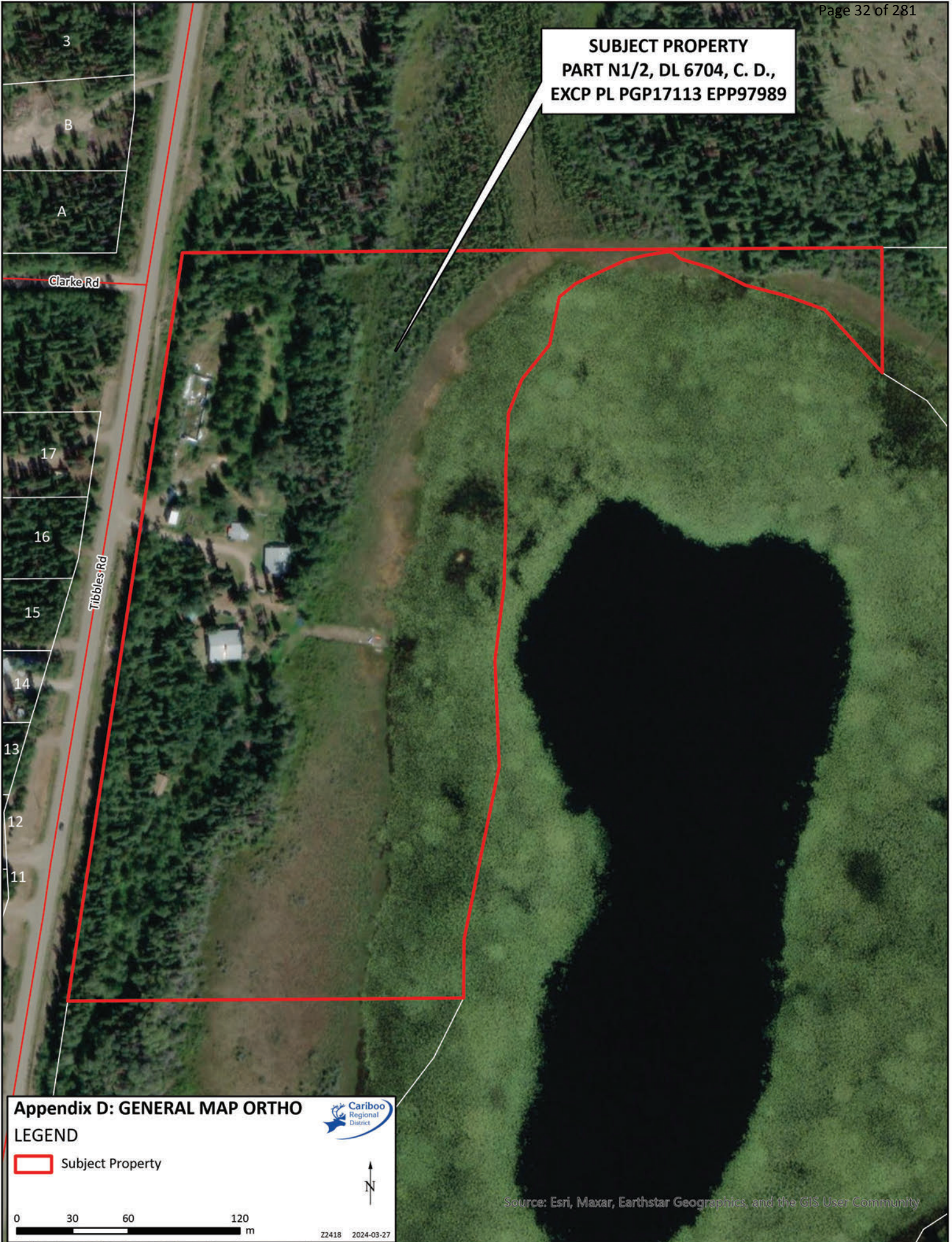
MEASUREMENTS
ARE METRIC



Z2418 2024-03-28

Disclaimer: Structure size and location is a graphical representation of information provided by the applicant and may not necessarily be drawn to scale.

**SUBJECT PROPERTY
PART N1/2, DL 6704, C. D.,
EXCP PL PGP17113 EPP97989**



Appendix D: GENERAL MAP ORTHO

LEGEND

 Subject Property



0 30 60 120
m

Z2418 2024-03-27

Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

Describe the existing use of the subject property and all buildings: • House single family home currently Rented • 3 Bay Garage Storing Renters work equipment
: Other 3 buildings /coop are all storage

Describe the proposed use of the subject property and all buildings: no changes

Describe the reasons in support for the application: The property is being divided to give the current renters the opportunity to purchase the home they are residing in and still inableny me land close to my home

Provide a general description of vegetation cover (i.e. treed, grassland, forage crop etc.): the property is mostly tree it is lake front and has marsh leading to the lake

Provide general geographical information (i.e. existing lakes, streams, physical features etc.): Lake and forest and wet land/marsh

Services Currently Existing or Readily Available to the Property (check applicable area)

* Readily Available means existing services can be easily extended to the subject property.

Services	Currently Existing?		Readily Available?*	
	Yes	No	Yes	No
Hydro	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Telephone	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community Water System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community Sewer System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sewage Disposal System	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Well	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ADVISORY PLANNING COMMISSION RESPONSE FORM

Minutes of the meeting of the Electoral Area 'I' advisory planning commission held via conference call in Quesnel, B.C. on the 17th day of April, 2024 commencing at 6:00 pm

File Number: 3360-20/20240018

Application type: Rezoning

Electoral Area I

Legal Description: The North Half of District Lot 6704, Cariboo District, except Plans 17113 and FPP97989

Property Location: 605 Tibbles Road

PRESENT ON CALL: Phil Megyesi, Kimberly Hohmann, Maureen Murray (Recording Secretary and Member) PLUS Owner, Melanie Dydinsky

ABSENT: Area I Director, Jim Glassford

Owner Melanie Dydinsky advised that her home is across the road and has rented a portion of this large property to tenants who are now interested in purchasing the proposed middle lot (once created) which contains a house/garage/shed/barn in which they are currently living. The applicant then can retain the proposed Lots 1 and 3 (with workshop) for their future use. Applicant advised that property owner to the south of her property on the same lake, has no objections. Mention made that lots across the road (including applicant's) are already zoned for smaller lots similar to this proposal, and are also on a lake. Commission member all had no objection and agreed this rezoning would allow more properties to be available for future young families and people wanting to own a rural lot.

THAT application Dydinsky with File Number 3360-20/20240018 BE SUPPORTED to permit smaller lot development on Tibbles Road from Rural 1 (RR-1) to Rural 2 (RR-2). CARRIED UNANIMOUSLY

Termination

That the meeting terminate at 6:10 pm.

CARRIED


Recording Secretary



AGENDA ITEM SUMMARY



Date: 26/06/2024

To: Chair and Directors, Cariboo Regional District Board

And To: Murray Daly, Chief Administrative Officer

From: Nigel Whitehead, Manager of Planning Services

Date of Meeting: Cariboo Regional District Board_Jul05_2024

File: 3060-20/20240017

Short Summary:

Area L – DP20240017

6014 Little Fort Hwy 24

Lot A, District Lot 4038, Lillooet District, Plan 32980, Except Plan KAP83357

(3060-20/20240017 – Lone Butte Historical Association) (Agent – Tom Sarafis)

Director de Vries

Voting:

Stakeholder Vote – Unweighted – All Electoral Areas

Memorandum:

See planning comments on attached information package.

Attachments:

Information Package

Financial Implications:

N/A

Policy Implications:

N/A

Alignment with Strategic Plan:

- Infrastructure and Asset Management:** To establish a systematic, predictable approach to managing the regional district's assets and infrastructure that builds on current asset management data and condition assessments.
- Enhanced Communications and Engagement:** To build trust and credibility of the regional district by enhancing our communications and engagement with citizens, stakeholders, and volunteers.

- Effective and Responsive Land Use Planning and Development:** To ensure our land use planning and development is responsive to future growth and housing needs, anticipates risks and hazards associated with climate change and provides efficient and consistent processes for landowners and developers.
- Relationships with First Nations:** To foster a healthy and inclusive region by building and strengthening our relationships with First Nations and embracing the principles of reconciliation.

[Click here to enter text.](#)

CAO Comments:

[Click here to enter text.](#)

Options:

1. Endorse recommendation;
2. Deny;
3. Defer.

Recommendation:

That the application for a Development Permit pertaining to Lot A, District Lot 4038, Lillooet District, Plan 32980, Except Plan KAP83357 be approved based on Appendix “B” and supporting design drawings, scope of work, and photos.



Planning Application Referral Package

Application Type: Development Permit Determined by Board

File Number: 3060-20/20240017

Development Permit Area: Commercial Development Permit Area

Electoral Area: L

Date of Referral: April 3, 2024

Date of Application: March 22, 2024

Property Owner's Name(s): Lone Butte Historical Association

Applicant's Name: Tom Sarafis

SECTION 1: Property Summary

Legal Description(s): Lot A, District Lot 4038, Lillooet District, Plan 32980, Except Plan KAP83357

Property Size(s): 0.19 ha. (0.48 ac.)

Area of Application: 0.19 ha. (0.48 ac.)

Location: 6014 Little Fort Hwy 24

Current Designation:

Commercial

Min. Lot Size Permitted:

n/a

Current Zoning:

General Commercial (C 1)

Min. Lot Size Permitted:

4000 sq. m. (43,057 sq. ft.)

Proposal: To relocate a historical school house to the property.

Existing Buildings: House - 167.26 sq. m. (1800.37 sq. ft.)

Fallout Shelter - 15.36 sq. m (165 sq. ft.)

Shop - 19.32 sq. m. (207 sq. ft.)

Car Cover - 17.84 sq. m. (192.03 sq. ft.)

Storage Shed - 1.84 sq. m. (20.02 sq. ft.)

Proposed Buildings: Relocated schoolhouse 62.05 sq. m. (667.90 sq. ft.)

Road Name: Highway 24
Road Type: Paved
Within the influence of a Controlled Access Highway: Highway 24
Services Available: Hydro, telephone, well

Within the confines of the Agricultural Land Reserve: No

Required to comply with the Shoreland Management Policy: N/A
Name of Lake/Contributing River: none
Lake Classification: N/A

Within Development Permit Area: Yes
Development Permit Area Name: Commercial Development Permit Area

Adjoining Properties: (Source: B.C.A.A.)

	Land Use:	Lot Sizes:
(a) North	Store(S) And Service Commercial	0.64 ha. (1.58 ac.)
(b) South	Manufactured Home	4.60 ha (11.37 ac.)
(c) East	Vacant	0.20 ha (0.505 ac.)
(d) West	Vacant	0.13 ha. (0.33 ac.)

PLANNING COMMENTS

Background:

An application has been received for a Development Permit to relocate the historical Willowford Schoolhouse from the Horse Lake Elementary School property to a property owned by the Lone Butte Historical Association within the Lone Butte townsite. The subject property is within the Commercial Development Permit (DP) Area of the South Cariboo Area Official Community Plan Bylaw 5171, 2018. The Commercial DP Area regulates the form and character of commercial, industrial, and institutional developments along Highway 24, in the Lone Butte Community.

The schoolhouse is 62.05 sq. m. (667.90 sq. ft.) and is proposed to be used as a museum once the relocation is complete. The property is currently zoned General Commercial (C 1) in the

South Cariboo Area Zoning Bylaw 3501, 1999 and is designated Commercial in the South Cariboo Area Official Community Plan 5171, 2018.

The proposed schoolhouse museum will be located on the property along with five presently existing buildings including a house 167.26 sq. m. (1800.37 sq. ft.), fallout shelter - 15.36 sq. m (165 sq. ft.), shop - 19.32 sq. m. (207 sq. ft.), car cover - 17.84 sq. m. (192.03 sq. ft.), and storage shed - 1.84 sq. m. (20.02 sq. ft.).

A building permit (PR20240011) is under review and can be issued should the proposed Development Permit application be approved.

Location and Surroundings:

The subject property is located at 6014 Little Fort Highway 24 as shown in Appendix A. The property is covered in lawn, native trees including pine, poplar and spruce. The property is surrounded by both commercial and residential uses.

CRD Regulations and Policies:

The Commercial Development Permit Guidelines are outlined in the South Cariboo Area OCP Bylaw No. 5171, 2018 regulating development along Highway 24 in Lone Butte.

9.4 Commercial Development Permit Area:

Purpose

The Commercial Development Permit Area is designated under Section 488 (1)(f) of the *Local Government Act* as an area for the establishment of objectives and the provision of guidelines for the form and character of commercial and industrial development.

Area

The Commercial Development Permit Area applies to local commercial and institutional lands as shown on Map 'K': Commercial Development Permit Area. Any rezoning for commercial use shall be included within the commercial Development Permit Area.

Justification

The general objective of the designation is to ensure that the redevelopment and future development of commercial areas is compatible with the form and character of South Cariboo OCP Area communities.

...

At Lone Butte, Highway 24 is the transportation corridor through the townsite and contributes significantly to the image of Lone Butte. Tourists pass through Lone Butte either to access the Interlakes area or as a means to connect Highway 97 and Highway 5. The designated Development Permit Area has a Historic Water Tower which has been renovated and integrated into a rest area thanks to the efforts of the Lone Butte community, and a hotel dating back to

the 1920's which was used by railway travelers. Following the opening of the railway, the Fawn Creek Post Office was moved to Lone Butte in 1922. Hence, the existence of this community is tied with the coming of the railway through the Cariboo region. The objective of the designation is to ensure that further development of this area re-establishes and/or maintains the distinctive architectural style and form of existing buildings such as the old hotel, the fire hall and the pub.

Lone Butte:

New building should strongly relate to historic rural train-depot character of this area with:

- i Hipped, gabled or cross-gabled roofs;
- ii 'boomtown' facades which are square or step-topped false facades screening a street-facing gabled roof;
- iii larger building volumes articulated as a main primary volume with smaller additions and extensions;
- iv The front exterior of buildings sheltered by deep roof overhangs or by shed roofs extending from the height of the first floor of the building;
- v Signage affixed to the façade or timber or post-framed freestanding signs;
- vi siting of buildings close to the access road with parking to the side or rear; and
- vii Durable exterior materials including shiplapped wood, wood shingles, chinked logs, and corrugated or standing-seam steel.

Rationale for Recommendations:

Planning staff are supportive of the Development Permit application. The distinctive heritage character of the Willowford School building aligns with the intent of preserving and enhancing the historic character of the Lone Butte community.

The building is a gable-ended single-room log structure with cedar shake roof. There is a small entrance addition on the front, clad with rough-milled siding. The structure is presently located on a rock foundation, however, will be relocated onto a permanent foundation in the proposed new location. It will feature prominently on the subject property with a proposed 7.6 m. (24.9 ft.) front setback from Hwy 24.

Electoral Area 'L' Advisory Planning Commission provided unanimous support for the proposal.

Recommendation:

That the application for a Development Permit pertaining to Lot A, District Lot 4038, Lillooet District, Plan 32980, Except Plan KAP83357 be approved based on Appendix "B" and supporting design drawings, scope of work, and photos.

REFERRAL COMMENTS

Advisory Planning Commission: April 22, 2024

See attached.

CRD Chief Building Official: May 2, 2024

No objections. Permit required for proposed construction.

ATTACHMENTS

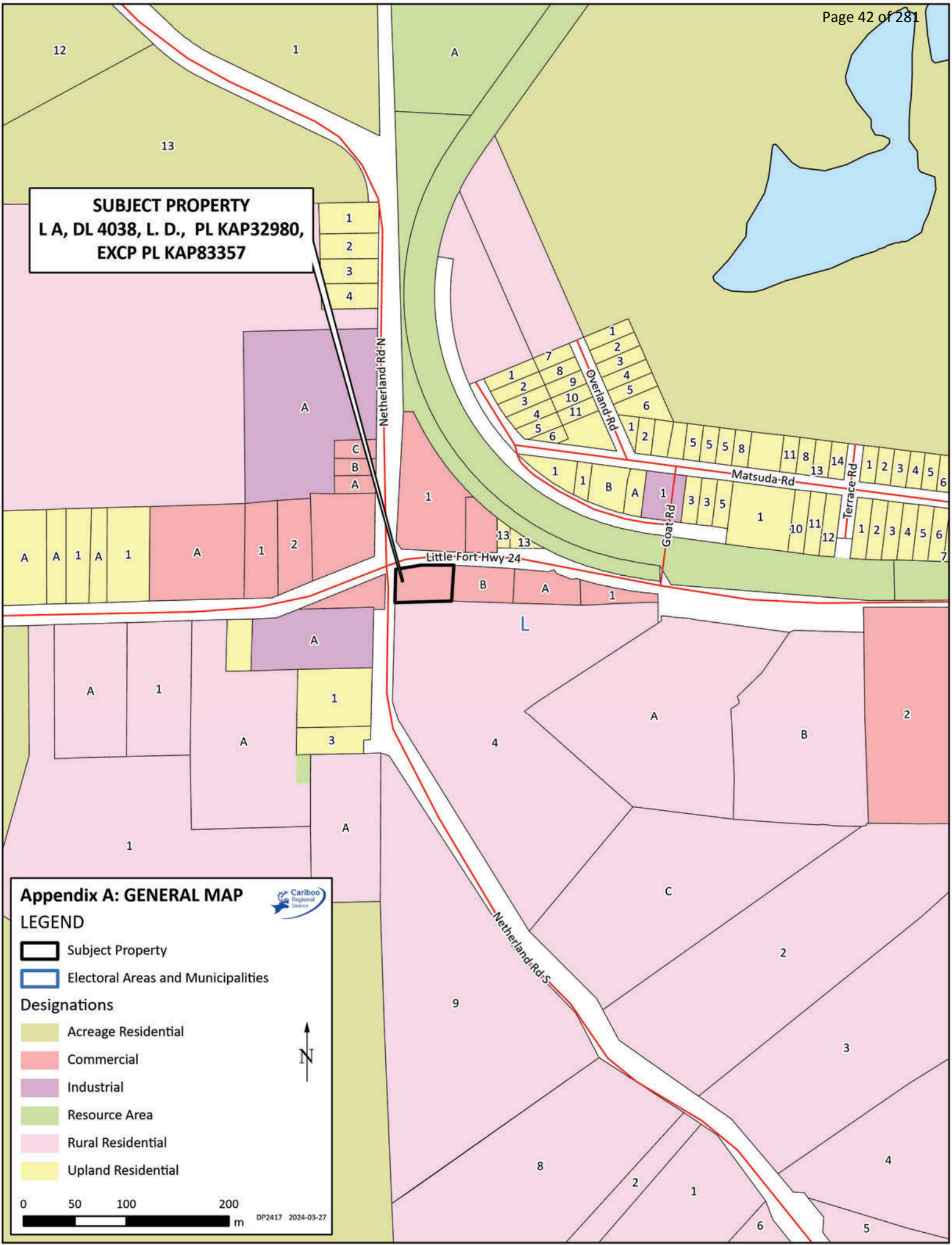
Appendix A: General Map

Appendix B: Specific Map

Appendix C: Orthographic Map

Other: Applicant's Supporting Documentation
Advisory Planning Commission Comments

SUBJECT PROPERTY
L A, DL 4038, L. D., PL KAP32980,
EXCP PL KAP83357



Appendix A: GENERAL MAP

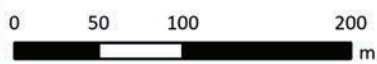


LEGEND

-  Subject Property
-  Electoral Areas and Municipalities

Designations

-  Acreage Residential
-  Commercial
-  Industrial
-  Resource Area
-  Rural Residential
-  Upland Residential



DP2417 2024-03-27

1

Little Fort Hwy 24

+/- 60.76

L A, DL 4038, L. D., PL KAP32980,
EXCP PL KAP83357

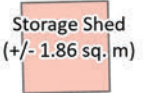
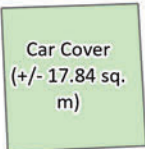
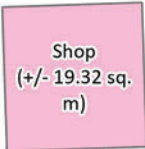
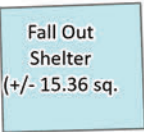
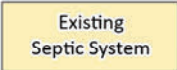
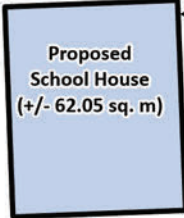
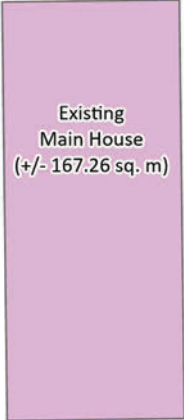
+/- 10.4

+/- 11.6

+/- 36.54

+/- 36.54

B



+/- 60.76

4

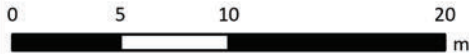
Appendix B: SPECIFIC MAP



LEGEND

Subject Property

MEASUREMENTS
ARE METRIC



DP2417 2024-03-28


Disclaimer: Structure size and location is a graphical representation of information provided by the applicant and may not necessarily be drawn to scale.

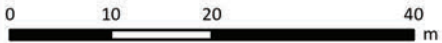
SUBJECT PROPERTY
L A, DL 4038, L. D., PL KAP32980,
EXCP PL KAP83357



Appendix C: GENERAL MAP ORTHO

LEGEND

 Subject Property



DP2417 2024-04-02

Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

Describe the existing use of the subject property and all buildings: Heritage building that is a museum, "The Alice Singleton

Heritage House" also known as the "Red Cross Outpost Hospital". The bomb shelter is also located here.

Describe the proposed use of the subject property and all buildings: Heritage Museum site open to the public.

Describe the reasons in support for the application: To preserve local heritage and to promote tourism along fishing highway 24.

Provide a general description of vegetation cover (i.e. treed, grassland, forage crop etc.): Lawn grass, Native trees

Poplar pine spruce on perimeter

Provide general geographical information (i.e. existing lakes, streams, physical features etc.): Located in the

centre of the small community of Lone Butte, on Fishing Highway 24. Butte rock a prominent landmark and many people climb this volcanic core.

Services Currently Existing or Readily Available to the Property (check applicable area)

** Readily Available means existing services can be easily extended to the subject property.*

Services	Currently Existing?		Readily Available?*	
	Yes	No	Yes	No
Hydro	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Telephone	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community Water System	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community Sewer System	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sewage Disposal System	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Well	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SCOPE OF WORK

- Dismantle roof to accommodate move.
- Secure building with reinforcement to ensure building can be moved.
- Raise building from existing foundation.
- Move building to new location.
- New location: dig 14 big foot pads (30"x30")
- 10" x 36" sonic tubes below frost line.
- Place concrete with 8" saddles to receive new building.
- Reassemble roof or provide new roof trusses pre engineered by Alliance Truss if necessary.
- Reconstruct skirting to match existing building.
- Provide ramp for wheelchair access if required.
- Re shingle roof or add a steel roof for fire retention.

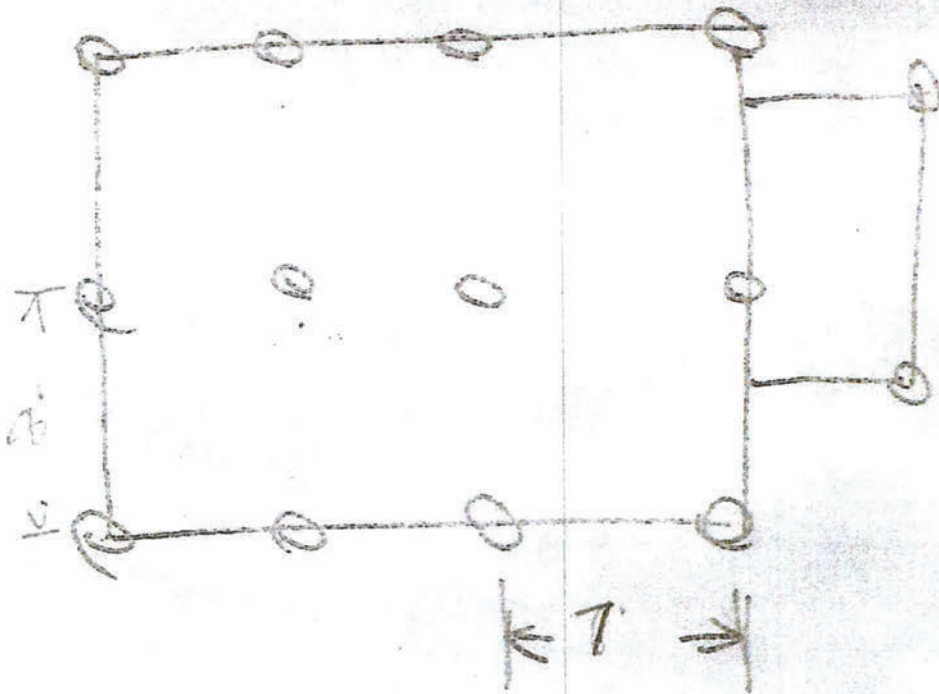
Floor Plan

K= 22' →



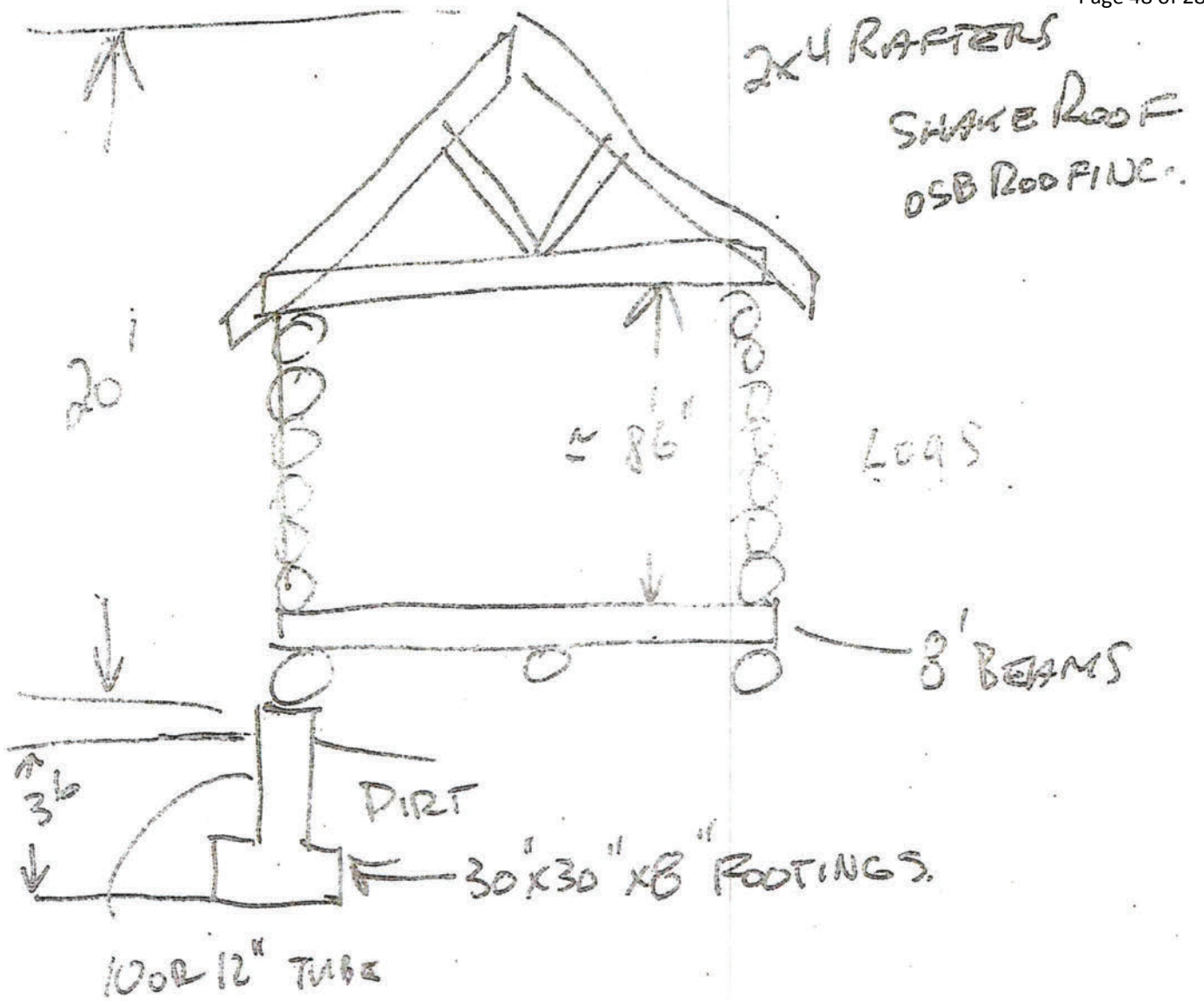
FOUNDATION

Plan



ASHH 6014 Hwy 24

W. SCHOOL 6548 RYALL ROAD



4 - ELEVATION
DRAWINGS

1 - SITE PLAN



© 19 11/11/24









Planning Application Advisory Planning Commission Comment Form

Date of Meeting: Monday, April 22, 2024
 Location of Meeting: Interlakes (Hwy 24) Steve Brown's basement
 File Number: 3060-20/20240017
 Application Type: Development Permit
 Electoral Area: L
 Legal Description: Lot A, District Lot 4038, Lillooet District, Plan 32980, Except Plan KAP83357
 Property Location: 6014 Little Fort Hwy 24

ATTENDANCE

Present:
 Chair: Sharron Woloshyn
 Members: Dori Dennison, Glen Clark, Gordon Ross
Greg Atherton, Marwela Betschart, Steve Brown,
Ursula Hart

Recording Secretary: Sharron Woloshyn
 Owners/Agent: Tom Sarafis & Amalia McGlashan (L.B. Historical Society Treasurer)
 Contacted but declined to attend

Absent: Barb Matfin

Also Present:
 Electoral Area Director: Eric deVries
 Staff Support: /

RESOLUTION

THAT application with File Number 3060-20/20240017 be **SUPPORTED** / REJECTED for the following reasons:

- 1) This historic building, belonging to the L.B. Historical Society, will be moved to a historical site, owned by the L.B. Historical Society. The building is currently situated on School District property. Relocation is supported by the School District.
- 2) Relocation of the old schoolhouse will add to the many existing heritage structures in Lone Butte which will promote Hwy 24 tourism.
- 3) Relocating the schoolhouse will allow it to be viewed by the public. Currently, showings are restricted to Horse Lake elementary students due to it's remote location.

The APE members support the building ^{be}relocated with no change to its existing structure. We were told the roof and trusses are structurally sound. Structure changes would add an unnecessary expense to the project, the volunteers and the Society.

For: 8 Against: 0

CARRIED/DEFEATED

Termination:

That the meeting terminate.

Moved: Ursula Hart

Seconded: Sharron Woloshyn

CARRIED

Time: 7:32 pm



Recording Secretary



Chair



AGENDA ITEM SUMMARY



Date: 26/06/2024

To: Chair and Directors, Cariboo Regional District Board

And To: Murray Daly, Chief Administrative Officer

From: Nigel Whitehead, Manager of Planning Services

Date of Meeting: Cariboo Regional District Board_Jul05_2024

File: 3015-20/A20240016

Short Summary:

Area A – ALRA20240016

Hwy 97 S

District Lot 445, Cariboo District, Except Plans 21896, 22919 and EPP4218
(3015-20/A20240016 – 0719191 BC Ltd.) (Agent: Erin Elder)

Director Sjostrom

Voting:

Stakeholder Vote – Unweighted – All Electoral Areas

Memorandum:

See planning comments on attached information package.

Attachments:

Information Package

Financial Implications:

N/A

Policy Implications:

N/A

Alignment with Strategic Plan:

- Infrastructure and Asset Management:** To establish a systematic, predictable approach to managing the regional district's assets and infrastructure that builds on current asset management data and condition assessments.
- Enhanced Communications and Engagement:** To build trust and credibility of the regional district by enhancing our communications and engagement with citizens, stakeholders, and volunteers.

- Effective and Responsive Land Use Planning and Development:** To ensure our land use planning and development is responsive to future growth and housing needs, anticipates risks and hazards associated with climate change and provides efficient and consistent processes for landowners and developers.
- Relationships with First Nations:** To foster a healthy and inclusive region by building and strengthening our relationships with First Nations and embracing the principles of reconciliation.

[Click here to enter text.](#)

CAO Comments:

[Click here to enter text.](#)

Options:

1. Endorse recommendation;
2. Deny;
3. Defer.

Recommendation:

That the Provincial Agricultural Land Commission application for soil and fill use pertaining to District Lot 445, Cariboo District, Except Plans 21896, 22919 and EPP4218 be authorized for submission to the Provincial Agricultural Land Commission with a recommendation for approval.



Planning Application Referral Package

Application Type: Agricultural Land Reserve

File Number: 3015-20/A20240016

ALR Application Type: Non-Farm Use 20(2)

Electoral Area: A

Date of Referral: April 08, 2024

Date of Application: March 21, 2024

Property Owner's Name(s): 0719191 BC LTD

Applicant's Name: Erin Elder

SECTION 1: Property Summary

Legal Description(s): District Lot 445, Cariboo District, Except Plans 21896, 22919 and EPP4218

Property Size(s): 68.25 ha. (168.65 ac.)

Area of Application: 1.13 ha. (2.79 ac.)

Location: HWY 97 S

Current Designation:

N/A

Min. Lot Size Permitted:

N/A

Current Zoning:

Resource/ Agricultural (R/A)

Min. Lot Size Permitted:

32 ha. (79.07 ac.)

Proposal: Extract gravel to increase total farmable area.

Existing Buildings: Shop 371.61 sq. m. (4000 sq. ft.)

Mobile home 85.84 sq. m. (924 sq. ft.)

Proposed Buildings: none.

Road Name: Hwy 97 S

Road Type: Paved

Within the influence of a Controlled Access Highway: Cariboo HWY 97 S

Services Available: well, septic, telephone, hydro.

Within the confines of the Agricultural Land Reserve: Yes - fully within

Required to comply with the Shoreland Management Policy: N/A

Name of Lake/Contributing River: Fraser River, unnamed creek

Lake Classification: High

Within Development Permit Area: No

Adjoining Properties: (Source: B.C.A.A.)

	Land Use:	Lot Sizes:
(a) North	Grain & Forage	91.33 ha. (225.67 ac.)
(b) South	Single Family Dwelling	3.15 ha. (7.78 ac.)
(c) East	crown land	n/a
(d) West	n/a	n/a

Agricultural Capability Classification:

Canada Land Inventory: Class 1 = Best, Class 7 = Worst

% of parcel	Unimproved rating	Improved rating
70%	60% Class 3- Moisture Limitation 40% Class 4- Moisture Limitation	60% Class 2- Moisture Limitation 40% Class 3- Moisture Limitation
15%	80% Class 6- Topography 20% Class 4- Topography and Moisture Limitation	80% Class 6- Topography 20% Class 3- Topography and Moisture Limitation
15%	60% Class 5- Topography and Stoniness 40% Class 6- Topography	60% Class 5- Topography and Stoniness 40% Class 6- Topography

The agricultural capability classifications of the property are Class 3, Class 4, Class 5, and Class 6. The limiting factors are noted as stoniness and topography.

Class 3 limitations are more severe than for Class 2 land and management practises are more difficult to apply and maintain. The limitations may restrict the choice of suitable crops or affect

one or more of the following practises: timing and ease of tillage, planting and harvesting, and methods of soil conservation.

Land in Class 4 has limitations which make it suitable for only a few crops, or the yield for a wide range of crops is low, or the risk of crop failure is high, or soil conditions are such that special development and management practices are required. The limitations may seriously affect one or more of the following practices: timing and ease of tillage, planting and harvesting, and methods of soil conservation.

Land in Class 5 is 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. Note that 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.

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 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.

The improved ratings for the property are Class 2, Class 3, Class 5, and Class 6. Land in Class 2 has limitations which constitute a continuous minor management problem or may cause lower crop yields compared to Class 1 land but which does not pose a threat of crop loss under good management. The soils in Class 2 are deep, hold moisture well and can be managed and cropped with little difficulty.

note: the information above is an interpretation of the British Columbia Soil Information Finder Tool – B.C. Agricultural Capability Map. An on-site visit of the property has not been conducted.

PLANNING COMMENTS

Background:

The CRD has received an Agricultural Land Commission application for soil and fill use to expand gravel extraction activities on the subject property. The property is 68.25 ha. (168.65 ac.) with the proposed area of extraction of 1.13 ha. (2.79 ac.). The property is currently zoned Resource / Agricultural (R/A) in the North Cariboo Area Rural Land Use Bylaw No. 3505, 1999.

The applicant was approved previously for gravel extraction activities (CRD File 3015-20/20200036). The applicant indicates this extraction is complete.

The new proposed extraction zone can be seen in Appendix C. The intent stated by the applicant is to extract and sell gravel in order to expand upon the total farmable area. The applicant states that gravel extraction is required due to current soil conditions. Similarly to the previous extraction activities, the topsoil will be removed and stockpiled, the gravel then removed, the topsoil replaced, and extraction area brought into agricultural production.

Location and Surrounding:

The subject property is located along Highway 97 South and is adjacent to the Fraser River as seen in Appendix D. The property is surrounded mostly by agricultural properties with some residential uses.

CRD Regulations and Policies:

North Cariboo Area Rural Land Use Bylaw No. 3505, 1999

8.14 RESOURCE/AGRICULTURAL (R/A) ZONE

8.14.1 USES PERMITTED

(b) NON-RESIDENTIAL USES:

- xx) extraction of raw materials from the land, including crushing and screening activities, but excluding any further processing activities.

Rationale for Recommendation:

Planning staff are supportive of the proposed ALR soil and fill use application. The proposed gravel extraction aligns with the current Resource / Agricultural (R/A) zone. The gravel extraction is proposed to take place within a 1.13 ha. (2.79 ac.) area that the applicant states cannot be effectively farmed. The proposed activity would expand the farmable area.

It is anticipated that the proposed activity will have a minimal impact on neighbouring properties as most are large agricultural parcels. The applicant does not intend to use any chemicals as the current agricultural operation is an organic agricultural operation. The applicant intends to spray water to minimize dust that may be produced.

The Electoral Area 'A' Advisory Planning Commission (APC) unanimously supports the application, however, did not provide any specific comments.

The Ministry of Agriculture and Food provided comments stating the subject lot has been approved for a previous ALR application which resulted in the expansion of the available agricultural area and reclamation activities will benefit future agricultural activities. The Ministry notes that the reclamation activities described offer limited detail and should follow ALC Policy P-13 for best management practices.

Recommendation:

That the Provincial Agricultural Land Commission application for Soil and Fill Use pertaining to District Lot 445, Cariboo District, Except Plans 21896, 22919 and EPP4218 be authorized for submission to the Provincial Agricultural Land Commission with a recommendation for approval.

REFERRAL COMMENTS

Advisory Planning Commission: April 22, 2024
See attached.

Ministry of Agriculture and Food: May 7, 2024
See attached.

ATTACHMENTS

Appendix A: Application
Appendix B: General Map
Appendix C: Specific Map
Appendix D: Orthographic Map
Other: Advisory Planning Commission Comments
Ministry of Agriculture and Food Comments



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 100069
Application Type: Non-Farm Uses within the ALR
Status: Submitted to L/FNG
Applicant: 0719191 BC Ltd.
Local/First Nation Government: Cariboo Regional District

1. Parcel(s) Under Application

Parcel #1

Parcel Type Fee Simple
Legal Description DISTRICT LOT 445 CARIBOO DISTRICT, EXCEPT PLANS 21896, 22919 AND EPP4218
Approx. Map Area 68.25 ha
PID 003-718-123
Purchase Date Nov 16, 2018
Farm Classification Yes
Civic Address 2950 Smith Drive
Certificate Of Title Title certificate PID 003-718-123.pdf

Land Owner(s)	Organization	Phone	Email	Corporate Summary
Erin Elder	0719191 BC Ltd.	[REDACTED]	[REDACTED]	BC Company Summary as of July 24, 2020.pdf

2. Other Owned Parcels

Do any of the land owners added previously own or lease other parcels that might inform this application process? Yes

Describe the other parcels including their location, who owns or leases them, and their use. PID: 003-718-191 - owned by 0719191 BC Ltd. - used in active organic farming operation (involved with this application)
PID: 003-718-093 - owned by 0719191 BC Ltd. - used in active organic farming operation (adjoining property)
PID: 003-718-221 - owned by 0719191 BC Ltd. - used in active organic farming operation (adjoining property)

3. Primary Contact

Will one of the landowners or government contacts added previously be the primary contact? No

Type Third-Party Agent
First Name Erin
Last Name Elder
Organization (If Applicable) 0719191 BC Ltd.
Phone [REDACTED]
Email [REDACTED]

4. Government

Local or First Nation Government: Cariboo Regional District

5. Land Use

Land Use of Parcel(s) under Application

Describe all agriculture that currently takes place on the parcel(s). All four parcels are currently used in an active organic grain farming operation, certified through FVOPA. We produce various grains for human consumption. The variety of grain varies every planting season (ie. wheat,

peas, barley, etc.)

1. PID: 003-718-123 - 25% treed, 60% alfalfa (previously 50% before application ID: 61304), 5% house/building and 10% unused, which some of this we are seeking to remove gravel to extend the farmable acres.
2. PID: 003-718-191 - 45% cereal grain, 45% unused plus additional 10% that we are seeking to remove gravel to extend the farmable acres.
3. PID: 003-718-093 - 20% unused with building and a bluff, while 80% of the land will be planted with a combination of wheat and peas this year.
4. PID: 003-718-221 - 60% unusable/treed with 40% to be planted with peas this year.

Describe all agricultural improvements made to the parcel(s).

Under Application ID: 61304 for PID: 003-718-123 we have extended our farmable acres and improved the usability of the land.

Describe all other uses that currently take place on the parcel(s).

003-718-123 - One residential property for caretaker of the farm
 003-718-093 - One small structure for extra help to stay or owner when in the area
 003-718-221 and 003-718-191 - no other uses, other than farming

Choose and describe neighbouring land uses

	Main Land Use Type	Specific Activity
North	Agricultural / Farm	Directly north is both farm land and crown land that border the northern property line
East	Agricultural / Farm	Crown land - treed
South	Agricultural / Farm	Directly south is the river and on the other corner of the property it borders a residential property
West	Agricultural / Farm	Directly west is farm land

6. Proposal

How many hectares are proposed for non-farm use?

1.13 ha

What is the purpose of the proposal?

We had previously removed gravel under Application ID:61304 and completed our Phase 1, 2 and 3 in much shorter time than anticipated and

Generated Mar 21, 2024 09:46:49 -07:00

have seen the benefits it has created. We now have more farmable land than we did before. The purpose of this proposal is to continue what we had done in Phase 1, 2 and 3, trying to maximize the full potential of the land. Currently, there is a another portion of the property that has a high content of gravel where we are unable to farm. We would like to remove more gravel from the property so that we can extend the field for our crop production. Overall, we are trying to maximize the farmable acres for our organic operation.

Could this proposal be accommodated on lands outside of the ALR? All of the land is in the ALR and therefore we are making this application to your office.

Does the proposal support agriculture in the short or long term? The proposal will 100% extend the farmable acres of PID: 003-718-123 and 003-718-191

Proposal Map / Site Plan Pit Plan 2024.pdf

Do you need to import any fill to construct or conduct the proposed Non-farm use? No

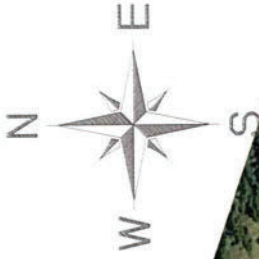
7. Optional Documents

Type	Description	File Name
Professional Report	Pit plan from contractor	Pit Plan 2024.pdf
Other files that are related	General proposed plan	Site Estimates Breakdown.docx

Rockey Point Pit Plan

Legend

Proposed Extraction Zone	13106 m ²
Topsoil Stockpile	6265 m ²
Product Stockpile	14552 m ²
Reclaim Area	11158 m ²
Extraction Area (Reclaimed)	20000 m ²



Drawn by:
Justin Kannstaedter
February 21, 2024

Peterson Contracting
Williams Lake, B.C.
V2G 5E8
(250) 392-3292

SCALE: 1:1000

SHEET
1 OF 1



Peterson Contracting
Williams Lake, B.C.
V2G 5E8
(250) 392-3292

Drawn by:
Justin Kannaedter
February 21, 2024

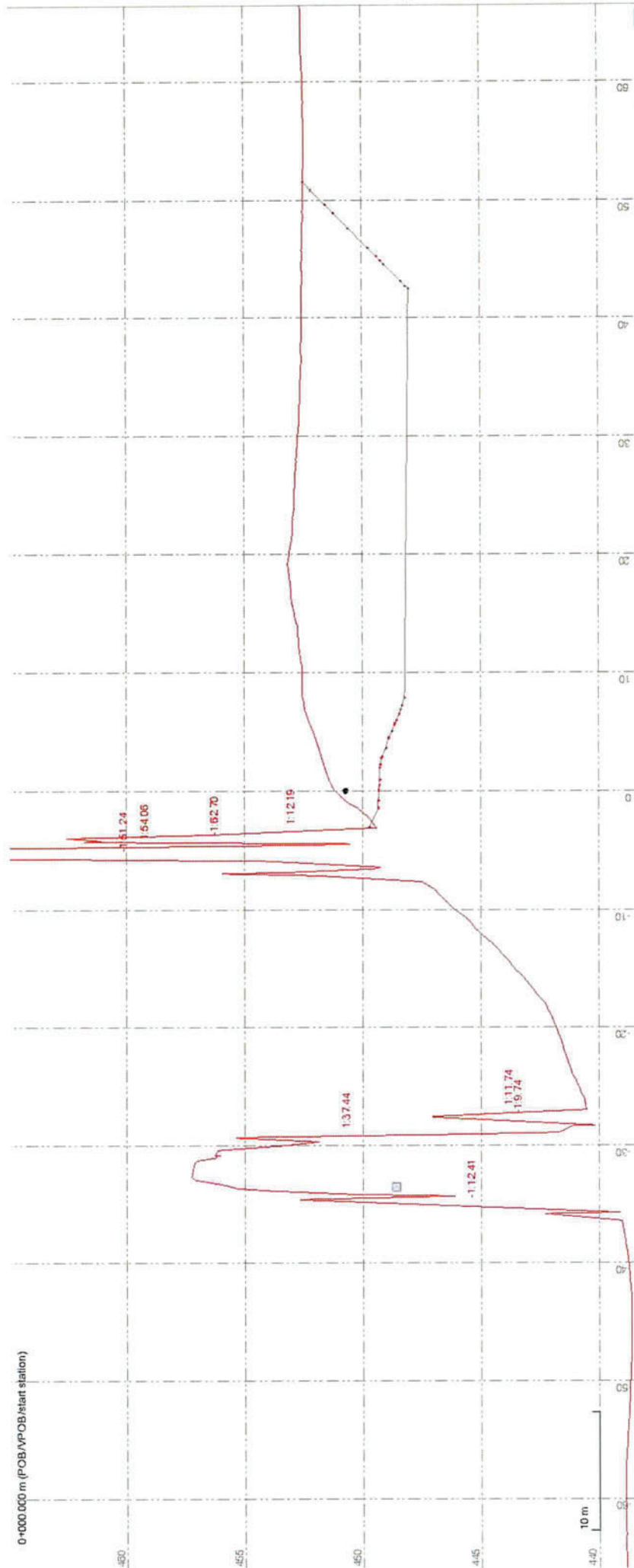
SHEET
1 OF 1

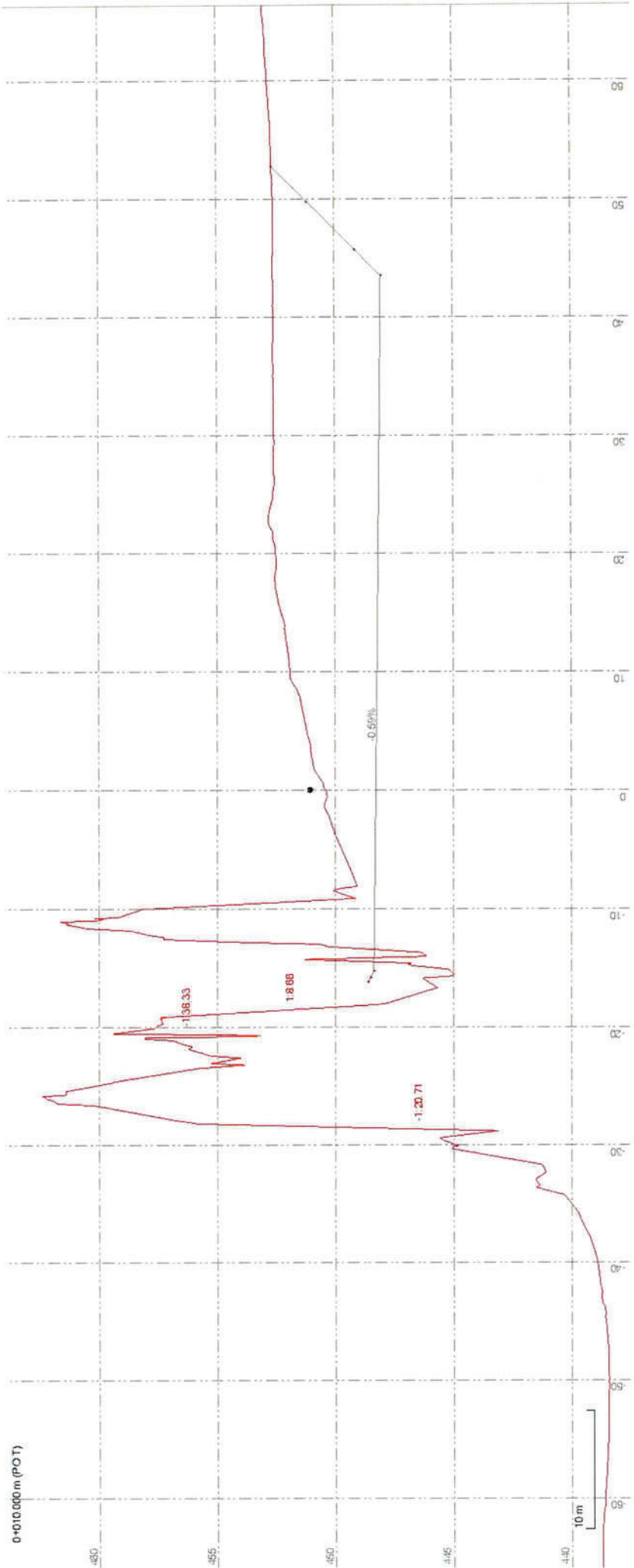
Legend

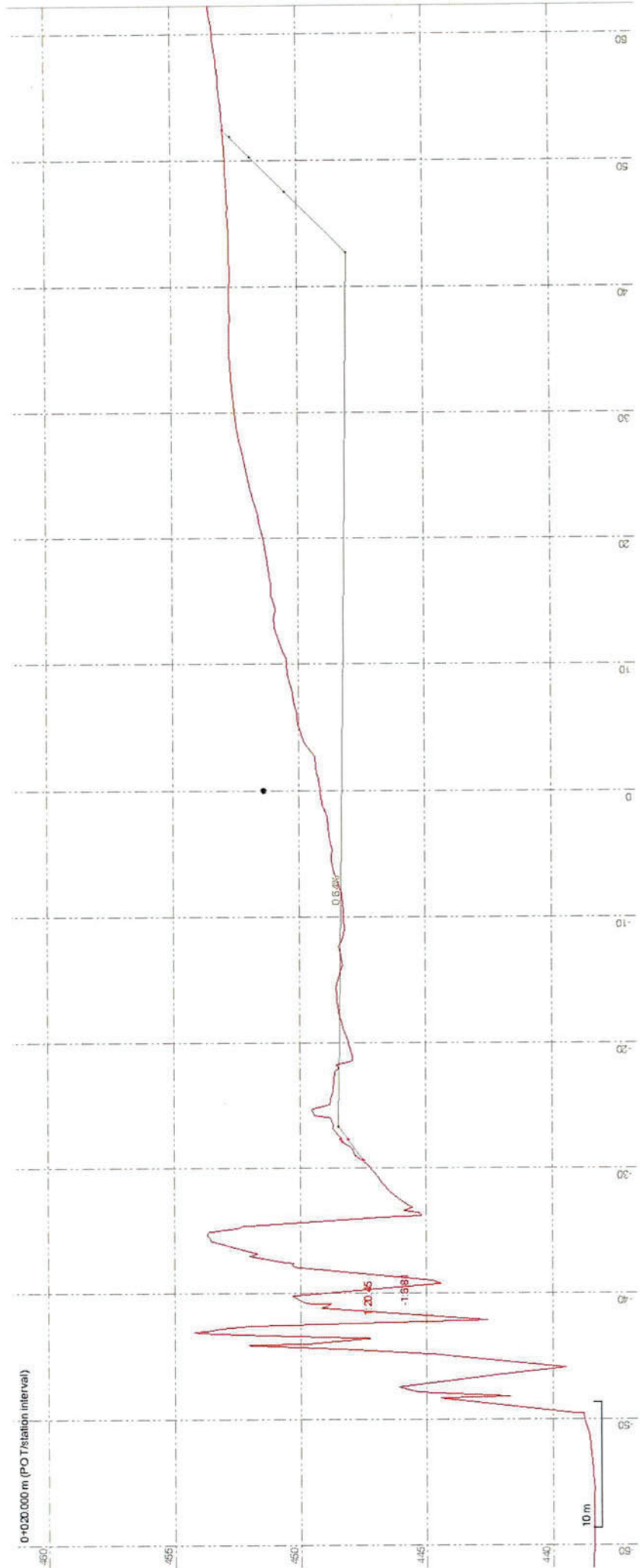
Proposed Extraction Zone	13106 m ²
Topsoil Stockpile	6265 m ²
Product Stockpile	14552 m ²
Reclaim Area	11158 m ²

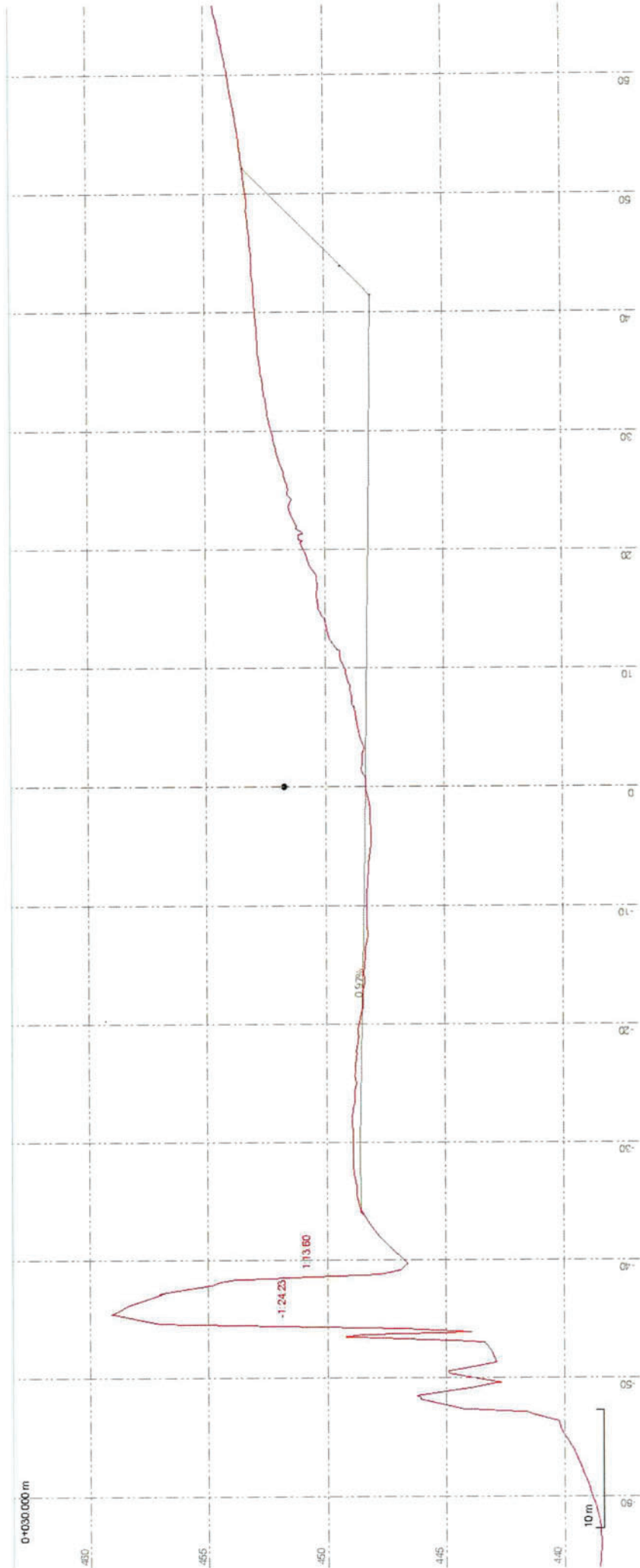
Rockey Point Pit Plan

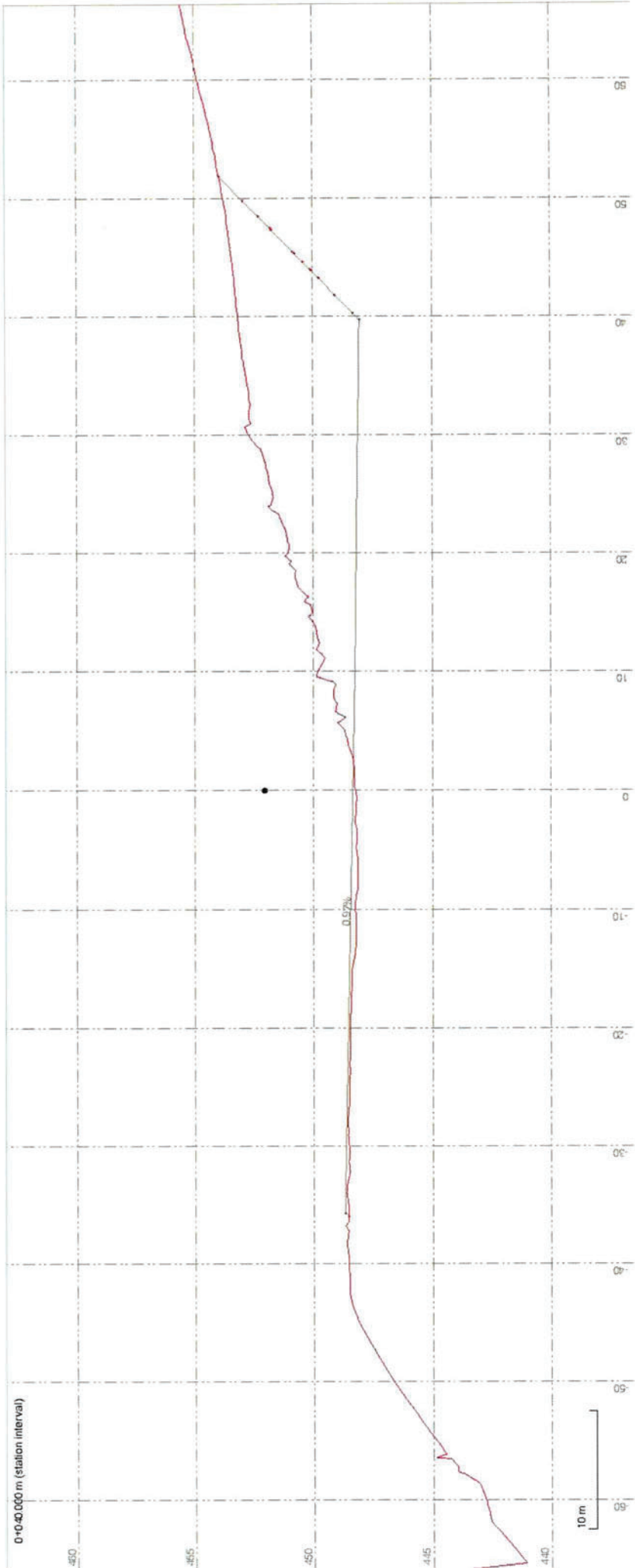


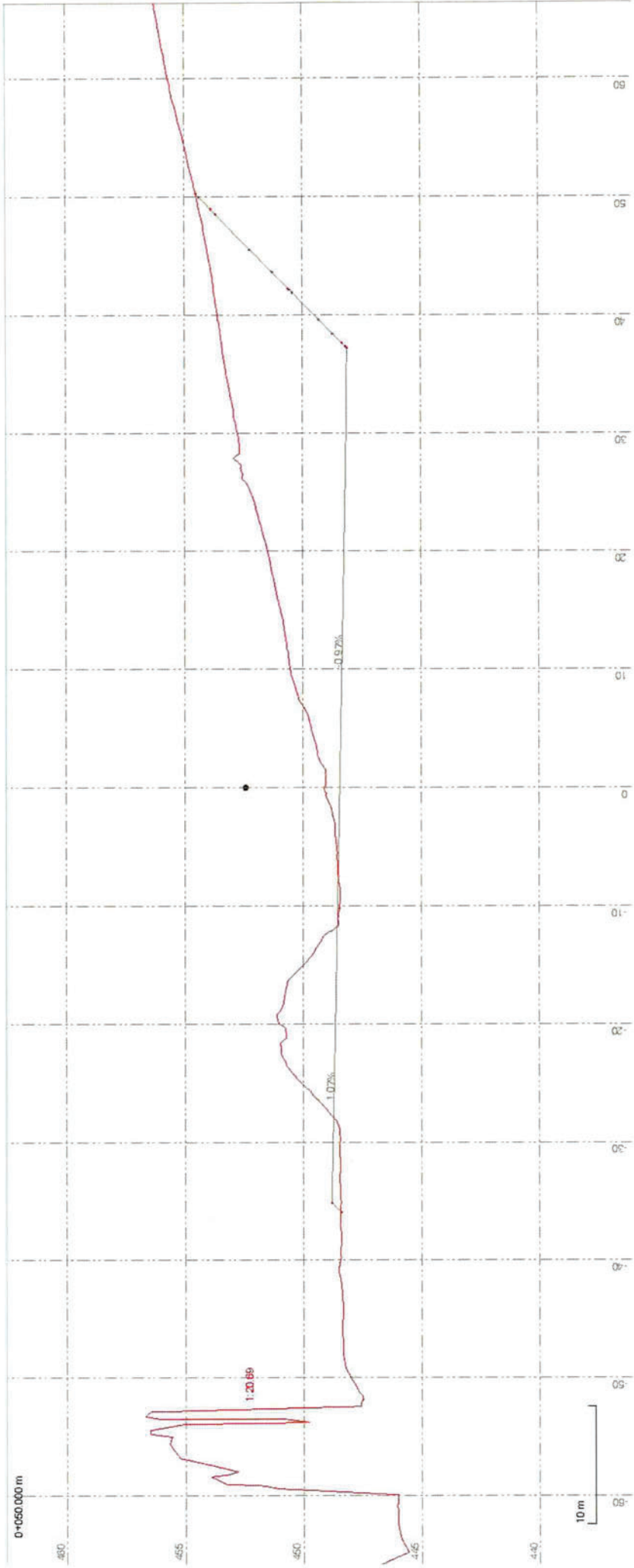


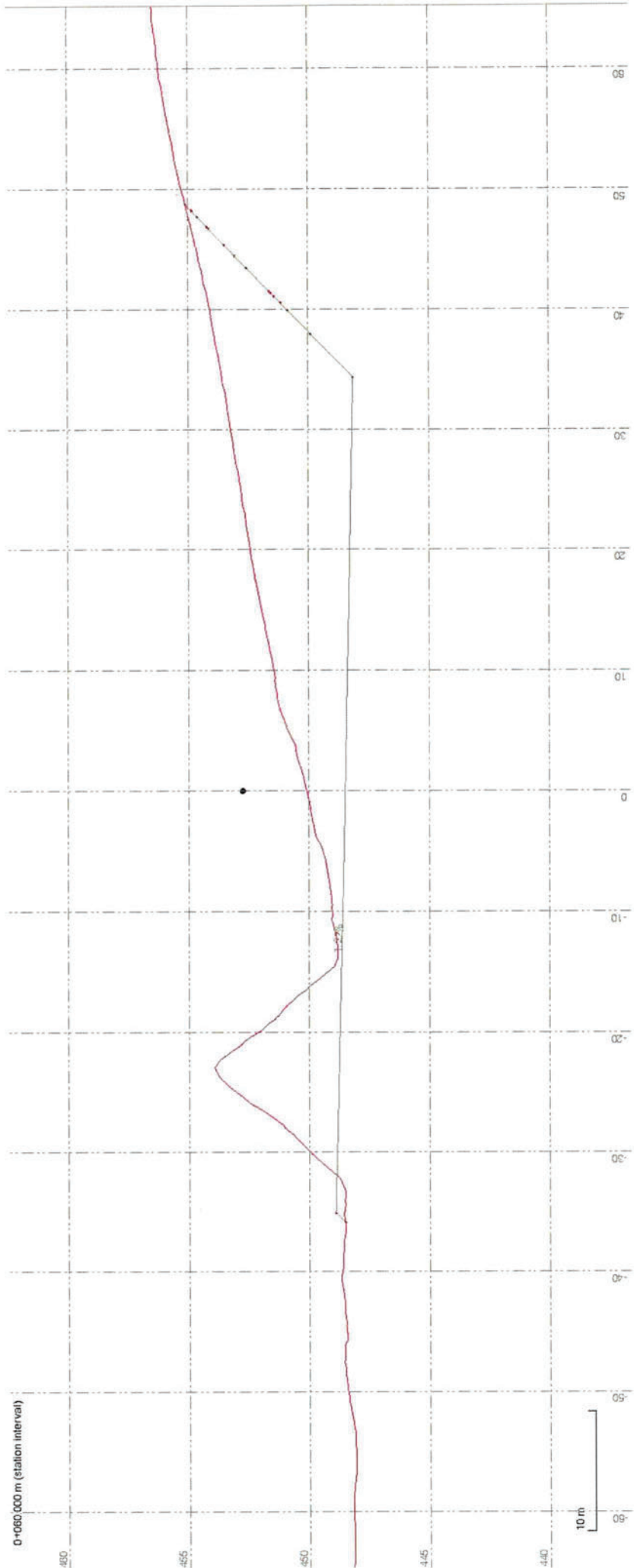


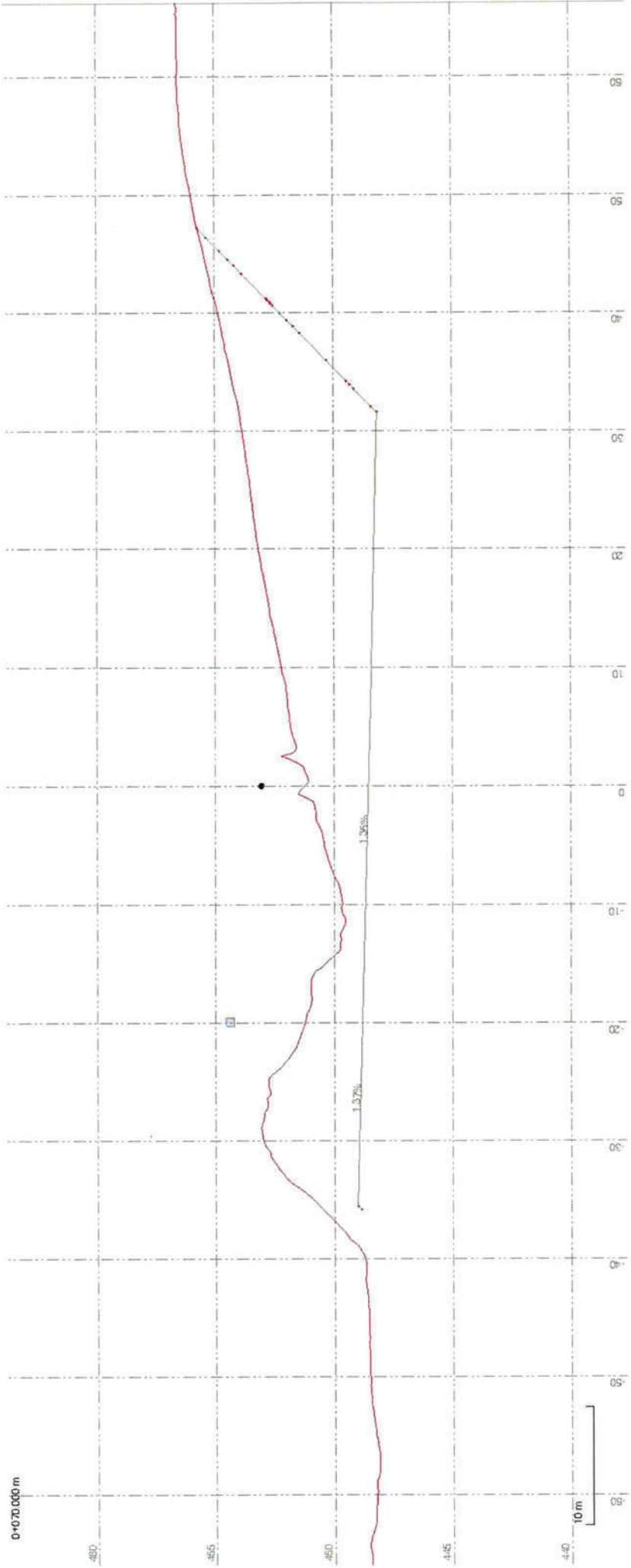


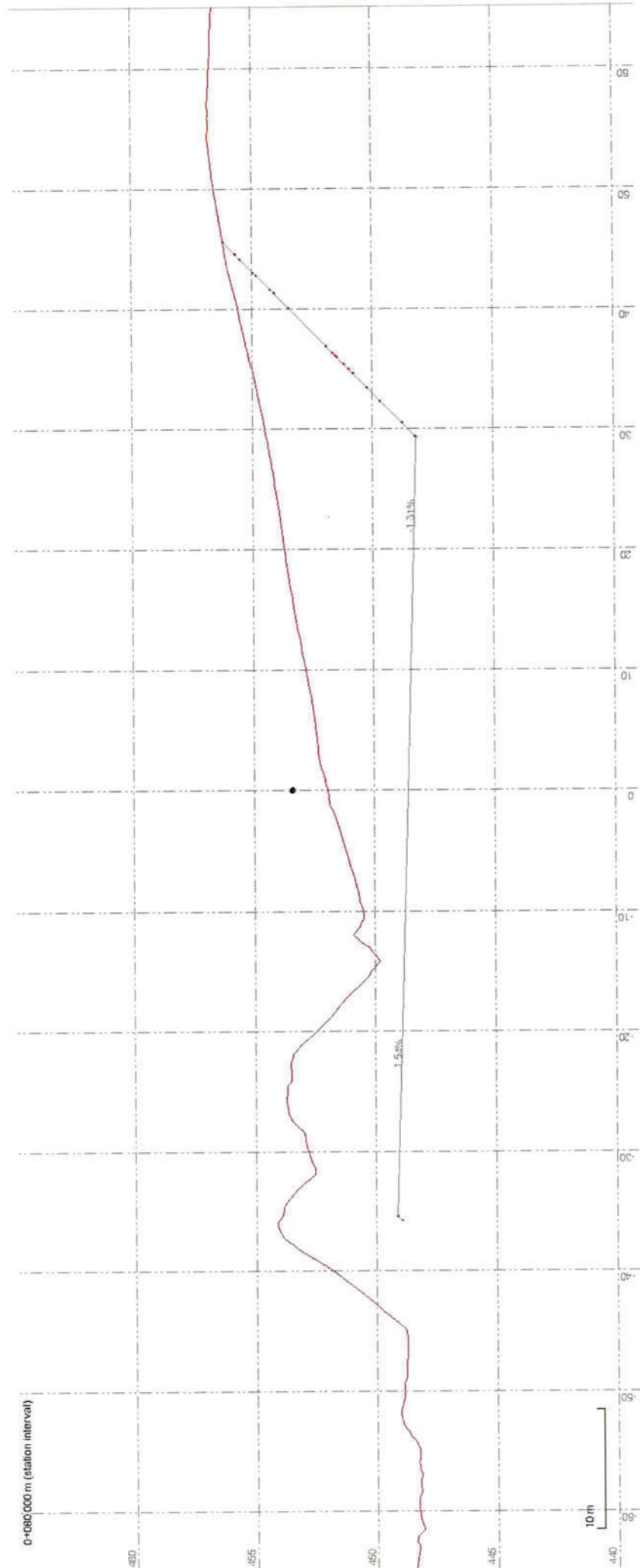


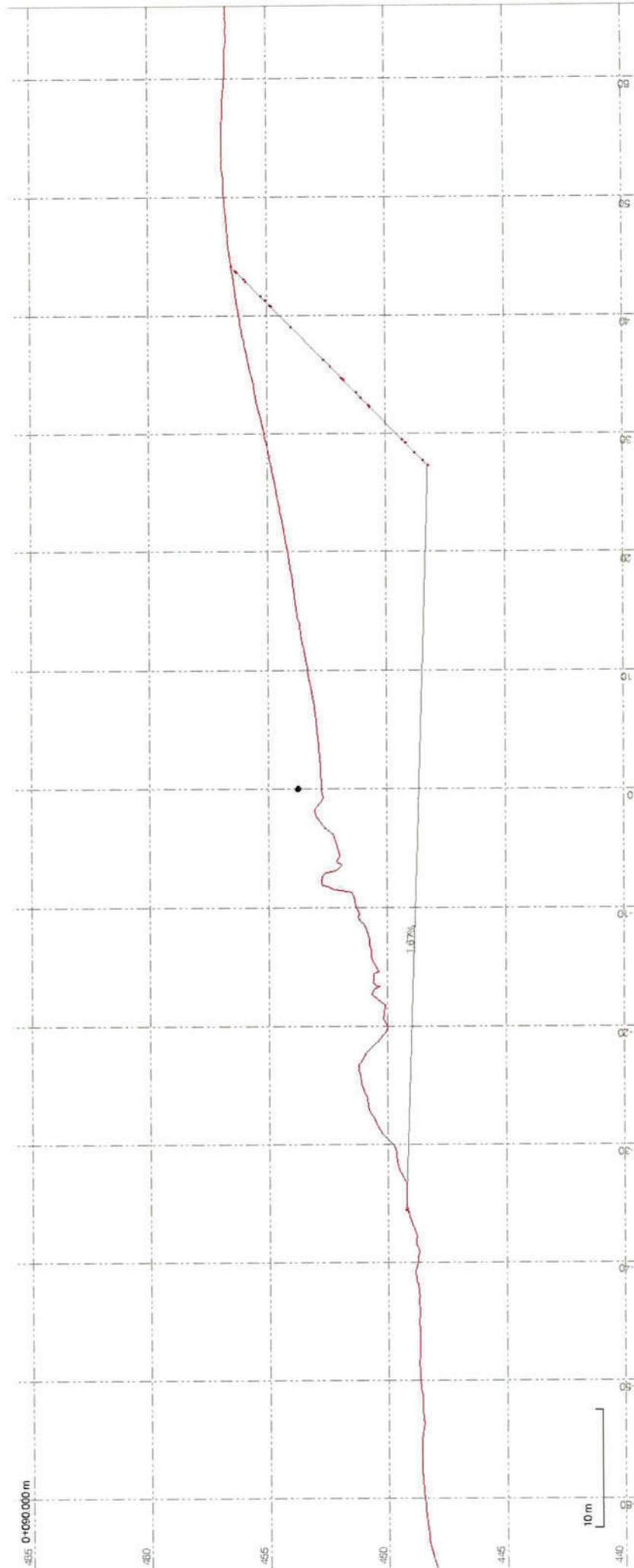


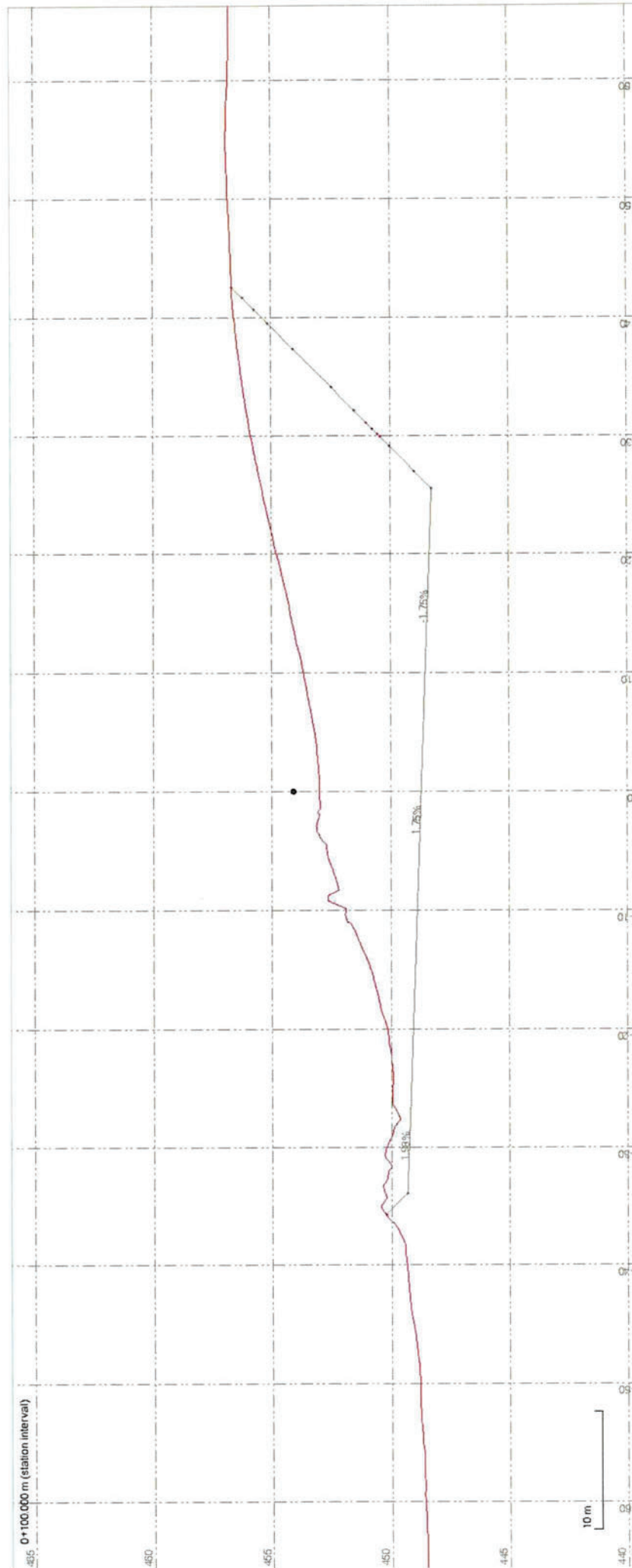


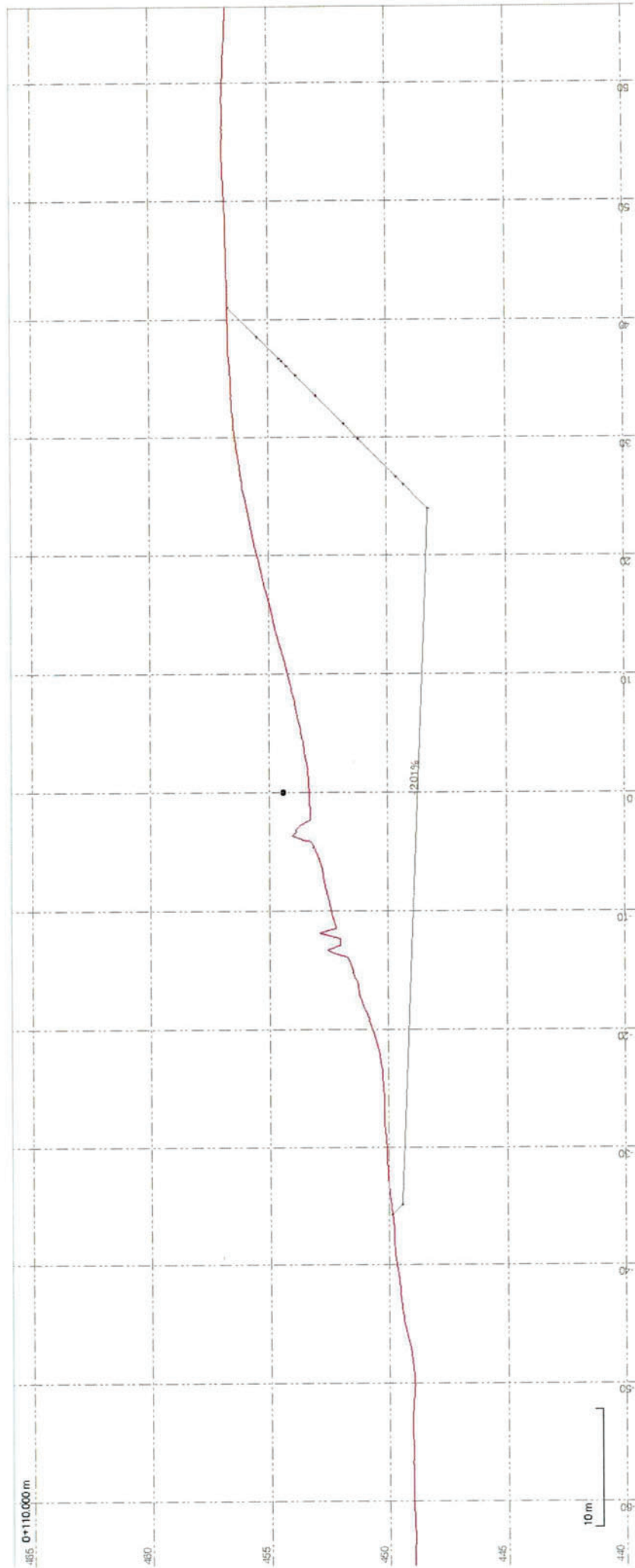


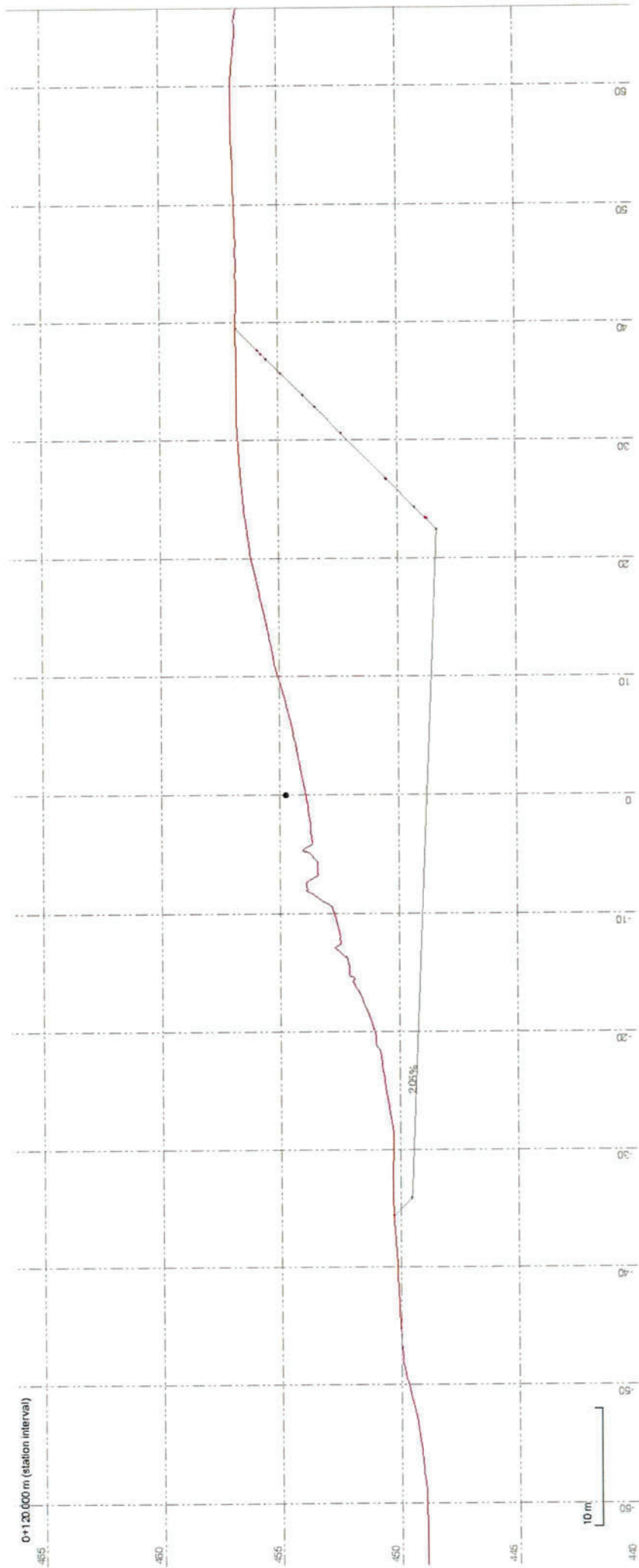


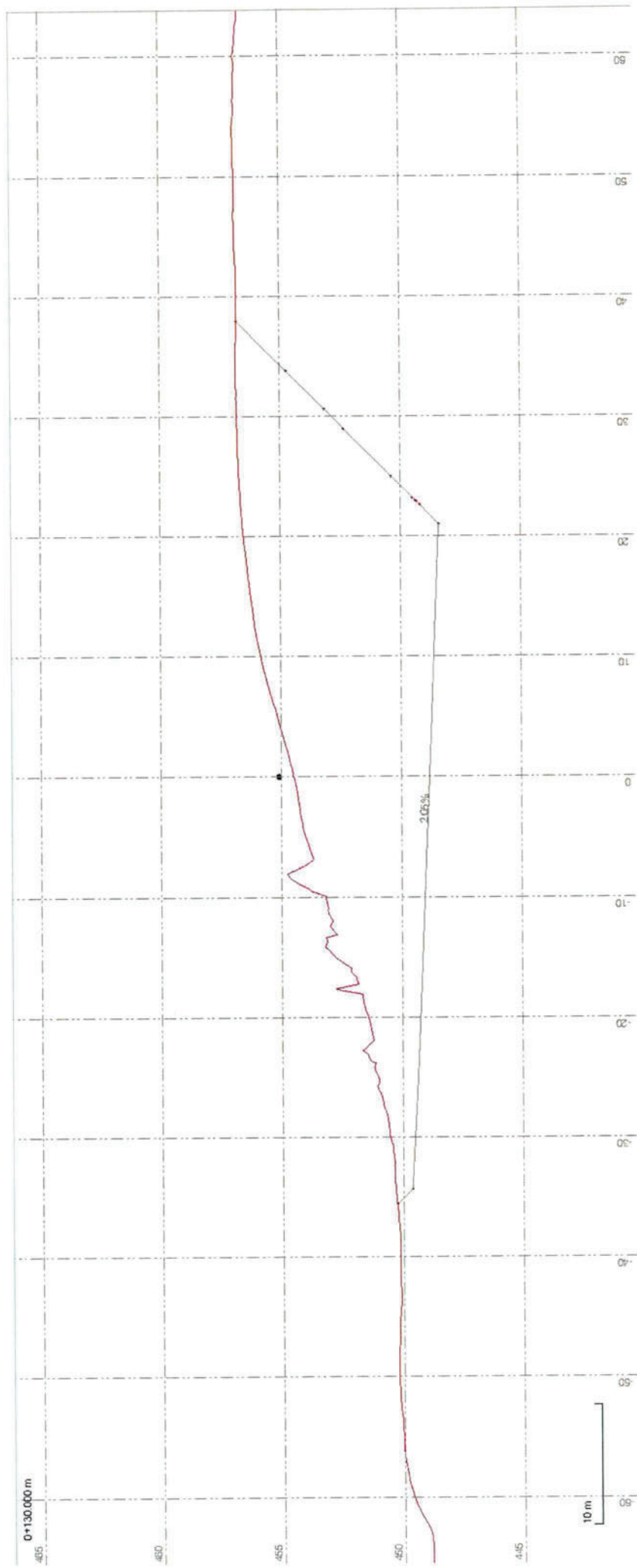


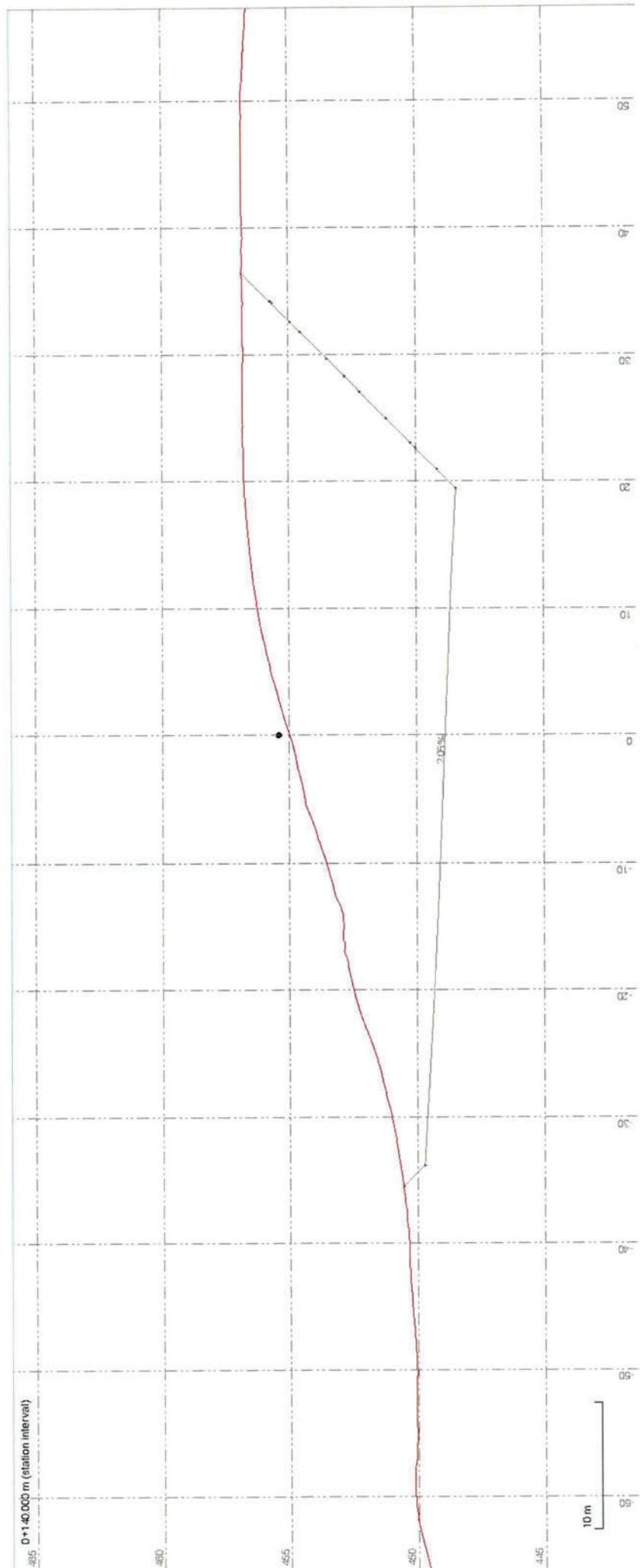


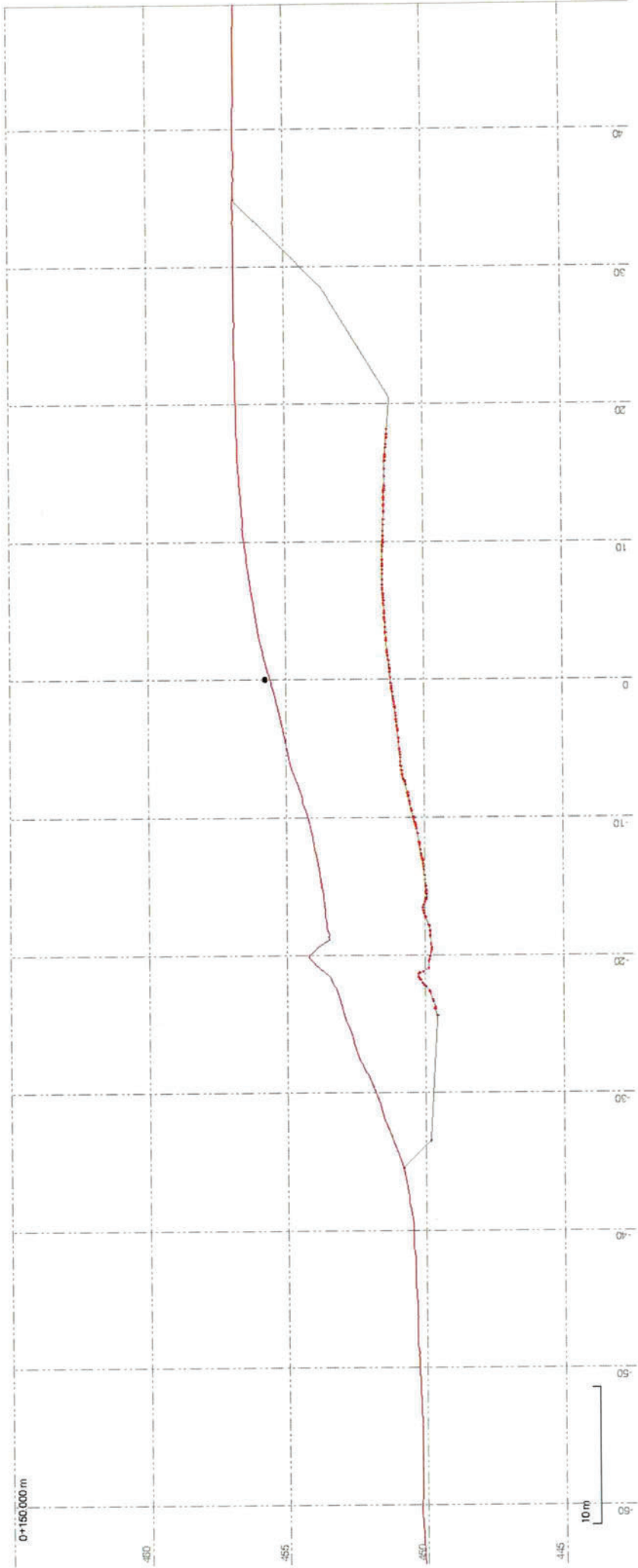


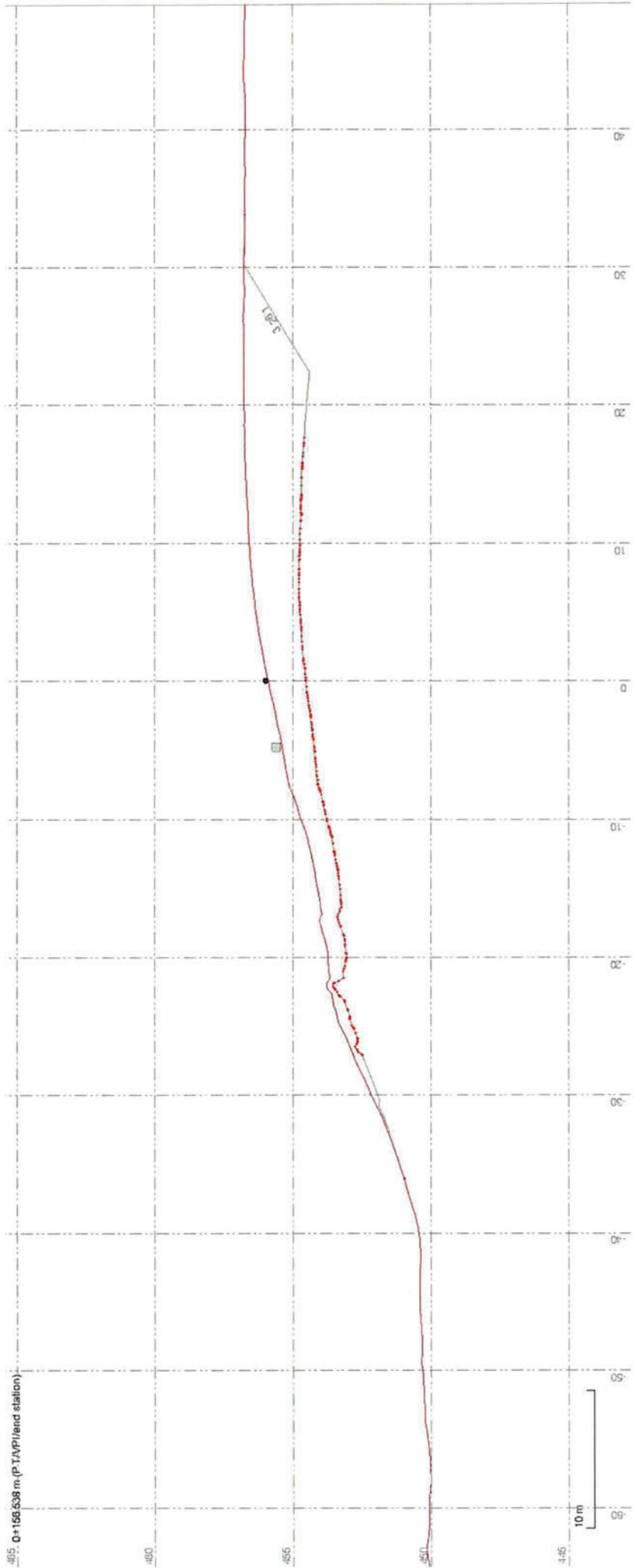










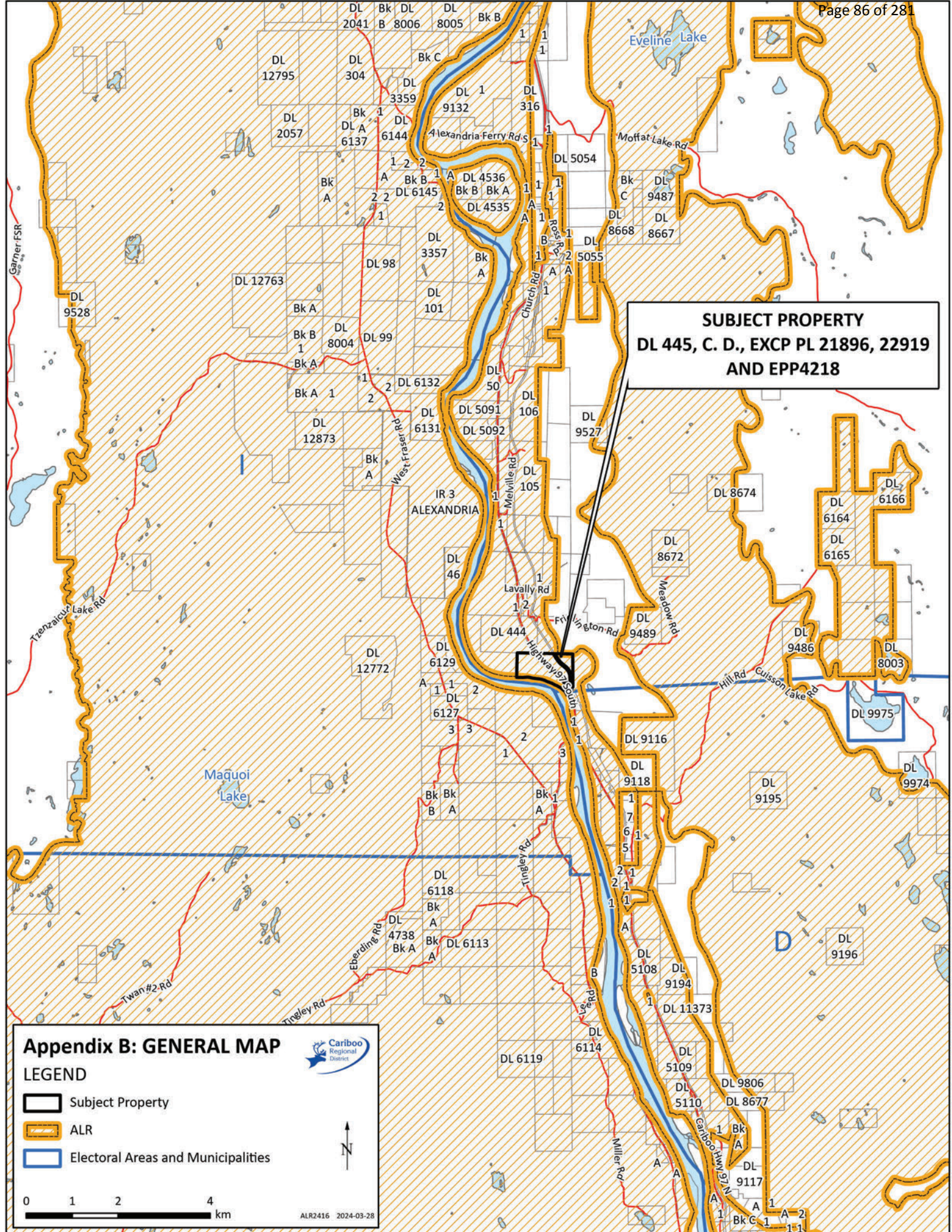


1. Soil Removal

1. Total material removal area (ha) 1.35
2. Maximum depth of material to be removed (m) 8m
3. Total Material disturbance 41, 000 (m³)
4. Volume of material to be removed 25-28k (m³)
5. Estimated Duration of 3 years (2024-2027)

2. Soil Placement (usually as part of reclamation)

1. Total material placement area (ha) 1.1
2. Maximum depth of material to be placed (m)
3. Volume of material to be placed (m³) 10, 000- 13, 000
4. Estimated duration of reclaim approx. 1 month completed by end of 2027.



SUBJECT PROPERTY
DL 445, C. D., EXCP PL 21896, 22919
AND EPP4218

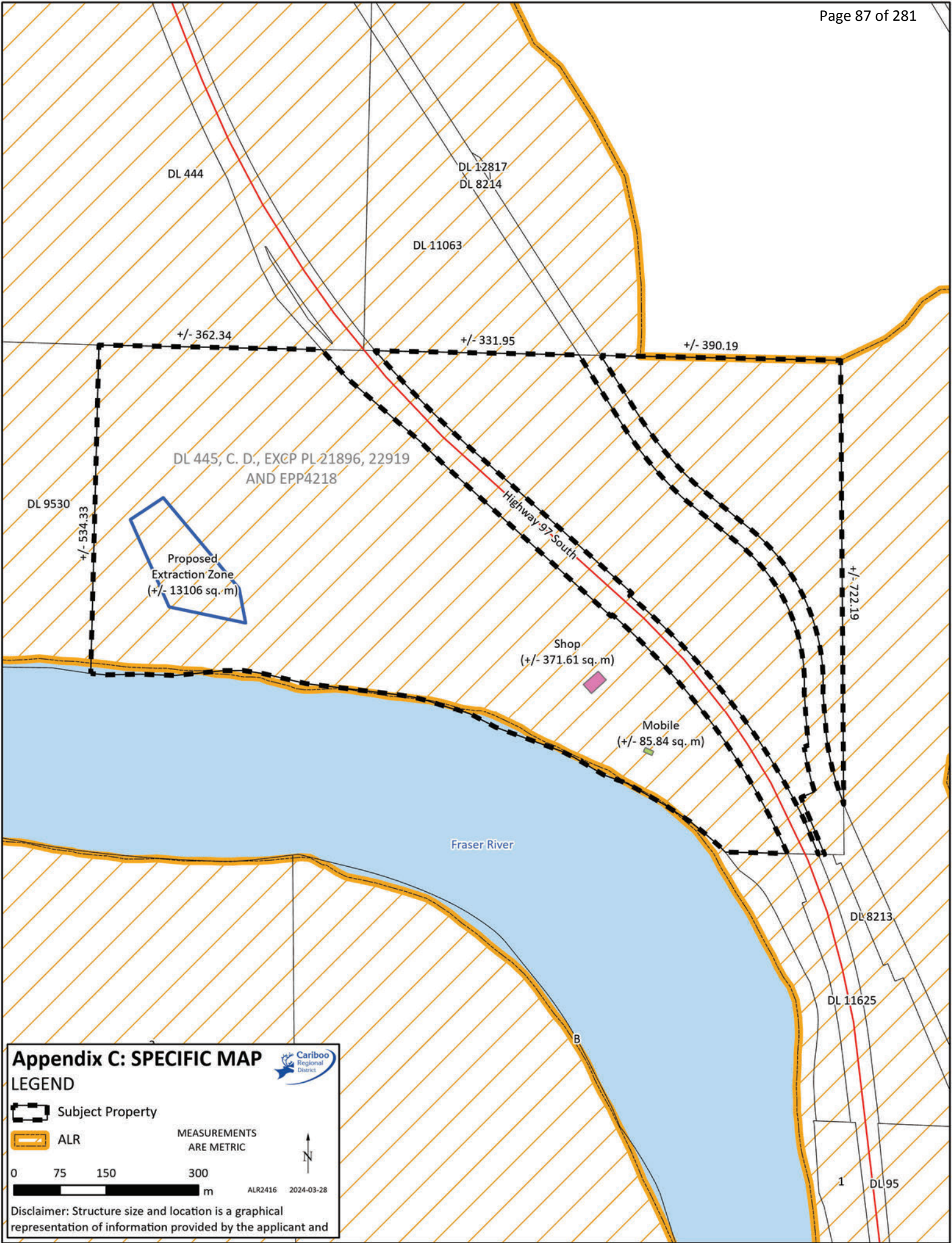
Appendix B: GENERAL MAP

LEGEND

- Subject Property
- ALR
- Electoral Areas and Municipalities

0 1 2 4 km

ALR2416 2024-03-28



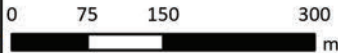
Appendix C: SPECIFIC MAP

LEGEND

Subject Property

ALR

MEASUREMENTS ARE METRIC



ALR2416 2024-03-28

Disclaimer: Structure size and location is a graphical representation of information provided by the applicant and

SUBJECT PROPERTY
DL 445, C. D., EXCP PL 21896, 22919
AND EPP4218

DL 444

DL 12817
DL 8214

DL 11063

DL 9530

Highway 97 South

Fraser River

DL 8213

DL 11625

Appendix D: GENERAL MAP ORTHO



LEGEND

Subject Property

ALR



0 100 200 400
m

ALR2416 2024-03-28



Planning Application Advisory Planning Commission Comment Form

Date of Meeting: 22 April 2024
Location of Meeting: CRD office 102-410 Kuchait Avenue Quesnel
File Number: 3015-20/A20240016
Application Type: Non-Farm Use
Electoral Area: A
Legal Description: District Lot 445, Cariboo District, Except Plans 21896, 22919 and EPP4218
Property Location: Hwy 97 S

ATTENDANCE

Present:
Chair: Doug Savice
Members: Dave Moffat, Margie Sales Smartman
Doug Savice Ted Armstrong (by phone)
§

Recording Secretary: Smartman
Owners/Agent: 0719191 BC Ltd / (Aria Elder) By phone
 Contacted but declined to attend Byron Bernier

Absent: Vince Bertinquette By Josephy

Also Present:
Electoral Area Director: Mary Sjostrom
Staff Support: §

RESOLUTION

THAT application with File Number 3015-20/A20240016 be SUPPORTED / REJECTED for the following reasons:

1)

2)

For: FS Against: Ø
SFD

CARRIED/DEFEATED

Termination:

That the meeting terminate.

Moved: DAVE MOFFAT

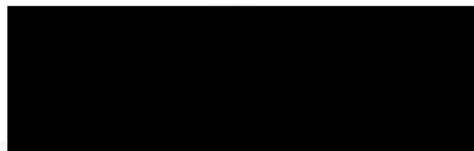
Seconded: MARCO SALAS

CARRIED

Time: 10.15



Recording Secretary



Chair



May 7, 2024

Local government file: 3015-20/A20240016

ALC ID: 10069

Connor Ikoma, Planning Officer 1

Cariboo Regional District

VIA EMAIL: cikoma@cariboord.ca

Re: ALC Non-Farm Use Application – 2950 Smith Drive (Gravel operation) (PID: 003-718-123)

Dear Connor Ikoma,

Thank you for providing Ministry of Agriculture and Food (Ministry) staff with the opportunity to comment on this proposed Agricultural Land Commission (ALC) application to continue operating a gravel operation within a ~1.13-hectare portion of the subject 68.25-hectare parcel, located on Highway 97 South, north of the Fraser River, near Castle Rock and within the Agricultural Land Reserve (ALR).

Ministry staff offer the following comments:

- Ministry staff note that the subject parcel is part of an existing farming operation with three additional adjacent parcels involved in active grain production. As described, the gravel extraction will eventually provide a greater area to expand existing crop production. Also as stated, a previous ALC application (ALC ID: 61304) on a nearby parcel used by the applicant's farm operation previously extended available land for agricultural production.
- This proposal, however, does not include a detailed reclamation plan. Regional District staff may want to review with the applicant [ALC Policy P-13 \(Reclamation Plans for Aggregate Extraction\)](#) (adopted April 2021 and includes Appendix A 'Best Management Practices for Aggregate Extraction Activities Occurring in the Agricultural Land Reserve'), to confirm alignment with their proposal, and identify any outstanding gaps, if not done so already.

- In particular, weeds can greatly reduce the productivity of agricultural areas and under the provincial [Weed Control Act](#) the land occupier has a legal obligation to control noxious weeds on the site. Gravel operations are continually disturbed sites, ideal for the establishment of invasive plants. To help reduce the spread of weeds Ministry staff encourage site-specific weed prevention and control plans that place a special emphasis on clean equipment.
- It appears, as proposed, that the subject operation will eventually expand the available area for agricultural production on the parcel in the long term. It is worth noting that nearby sources of gravel are important to most farm operations. Farm operations can utilize gravel in many aspects of their operations, reducing mud, improving ease of machinery movement, and improving access points for livestock, particularly at watering sites or high traffic areas. Hauling gravel long distances adds cost to delivery.
- Ministry staff are available to discuss viable agricultural opportunities with the landowners considering pursuing farming activities on ALR land. For more information on [B.C.'s Land Matching Program](#), please visit the [Agrarians Foundation](#) organization website.

If you have any questions or concerns about our comments, please do not hesitate to contact Ministry staff.

Sincerely,

Gregory Bartle, Land Use Planner
B.C. Ministry of Agriculture and Food
Phone: (778) 974-3836
Email: Gregory.Bartle@gov.bc.ca

Nicole Pressey, Regional Agrologist
Ministry of Agriculture and Food
Phone: (236) 713-2223
Email: Nicole.Pressey@gov.bc.ca

Email copy: Agricultural Land Commission - ALC.Referrals@gov.bc.ca



AGENDA ITEM SUMMARY



Date: 26/06/2024

To: Chair and Directors, Cariboo Regional District Board

And To: Murray Daly, Chief Administrative Officer

From: Nigel Whitehead, Manager of Planning Services

Date of Meeting: Cariboo Regional District Board_Jul05_2024

File: 3015-20/C20240020

Short Summary:

Area C – ALRC20240020

5302 Bastin Road

The Fractional South West ¼ of District Lot 9159, Cariboo District, Except Plans BCP28576, EPP21640, EPP21641 and EPP21642

(3015-20/C20240020 – BC Transportation Financing Authority) (Agent: Bryan James – Sitkum Consulting)

Director Massier

Voting:

Stakeholder Vote – Unweighted – All Electoral Areas

Memorandum:

See planning comments on attached information package.

Attachments:

Information Package

Financial Implications:

N/A

Policy Implications:

N/A

Alignment with Strategic Plan:

- Infrastructure and Asset Management:** To establish a systematic, predictable approach to managing the regional district's assets and infrastructure that builds on current asset management data and condition assessments.
- Enhanced Communications and Engagement:** To build trust and credibility of the regional district by enhancing our communications and engagement with citizens, stakeholders, and volunteers.

- Effective and Responsive Land Use Planning and Development:** To ensure our land use planning and development is responsive to future growth and housing needs, anticipates risks and hazards associated with climate change and provides efficient and consistent processes for landowners and developers.

- Relationships with First Nations:** To foster a healthy and inclusive region by building and strengthening our relationships with First Nations and embracing the principles of reconciliation.

[Click here to enter text.](#)

CAO Comments:

[Click here to enter text.](#)

Options:

1. Endorse recommendation;
2. Deny;
3. Defer.

Recommendation:

That the Provincial Agricultural Land Commission application for soil and fill use, pertaining to The Fractional South West ¼ of District Lot 9159, Cariboo District, Except Plans BCP28576, EPP21640, EPP21641 and EPP21642 be authorized for submission to the Provincial Agricultural Land Commission, with a recommendation for approval.



Planning Application Referral Package

Application Type: Agricultural Land Reserve

File Number: 3015-20/C20240020

ALR Application Type: Soil or Fill Use 20.3(5)

Electoral Area: C

Date of Referral: April 22, 2024

Date of Application: April 15, 2024

Property Owner's Name(s): BC Transportation Financing Authority

Applicant's Name: Sitkum Consulting Ltd.

SECTION 1: Property Summary

Legal Description(s): The Fractional South West 1/4 of District Lot 9159, Cariboo District, Except Plans BCP28576, EPP21640, EPP21641 and EPP21642

Property Size(s): 56.39 ha (139.35 ac.)

Area of Application: 56.39 ha (139.35 ac.)

Location: 5302 Bastin Rd

Current Designation:

n/a

Min. Lot Size Permitted:

n/a

Current Zoning:

Resource / Agricultural (R/A)

Min. Lot Size Permitted:

32 ha (79.07 ac.)

Proposal: It is proposed to use the property for the placement of fill from the Bastin Hill Landslide as well as provide aggregate for Ministry of Transportation and Infrastructure projects. Topsoil will be stockpiled and property will be recontoured to be conducive to agriculture upon completion. Fill activities are proposed for two years and extraction activities proposed for 50 years.

Existing Buildings: tin building - 2339.1 sq. m. (25,177.3 sq. ft.)

tin building - 316.3 sq. m. (3404 sq. ft.)

Proposed Buildings: none

Road Name: Bastin Rd.

Road Type: Paved

Within the influence of a Controlled Access Highway: N/A

Services Available: Hydro, well, septic system

Within the confines of the Agricultural Land Reserve: Yes - fully within

Required to comply with the Shoreland Management Policy: N/A

Name of Lake/Contributing River: Quesnel River and unnamed creek

Lake Classification: High

Within Development Permit Area: No

Adjoining Properties: (Source: B.C.A.A.)

	Land Use:	Lot Sizes:
(a) North	Beef, Vacant	80 ha. (197.68 ac.)
(b) South	crown land	n/a
(c) East	mixed, vacant	63.25 ha. (156.29 ac.)
(d) West	Beef	71.22 ha. (176 ac.)

Agricultural Capability Classification:

Canada Land Inventory: Class 1 = Best, Class 7 = Worst

% of parcel	Unimproved rating	Improved rating
35%	60% Class 5- Moisture limitation and Topography limitation 40% Class 5- Topography limitation and Moisture limitation	100% Class 4- Topography limitation and Moisture limitation
35%	80% Class 4- Moisture limitation and stoniness 20% Class 5- Moisture limitation and stoniness	80% Class 3 – stoniness and moisture limitation 20% Class 4- stoniness and moisture limitation

No Improved Class

15%	100% Class 7- Topography limitation and Erosion	No Improved Class
10%	100% Class 7- Topography limitation	
5%	70% Class 5- Moisture limitation and stoniness	70% Class 4 – stoniness and moisture limitation
	30% Class 4- Moisture limitation and stoniness	30% Class 3- stoniness and moisture limitation

The agricultural capability classifications of the property are Class 4, Class 5 and Class 7. The limiting factors are noted as moisture limitation, topography limitation, and stoniness. Land in Class 4 has limitations which make it suitable for only a few crops, or the yield for a wide range of crops is low, or the risk of crop failure is high, or soil conditions are such that special development and management practises are required. The limitations may seriously affect one or more of the following practises: timing and ease of tillage, planting and harvesting, and methods of soil conservation.

Land in Class 5 is 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. Note that 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.

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.

The improved ratings for the property are Class 3 and Class 4.

Land in Class 3 has limitations that are more severe than for Class 2 land and management practises are more difficult to apply and maintain. The limitations may restrict the choice of suitable crops or affect one or more of the following practises: timing and ease of tillage, planting and harvesting, and methods of soil conservation.

note: the information above is an interpretation of the British Columbia Soil Information Finder Tool – B.C. Agricultural Capability Map. An on-site visit of the property has not been conducted.

A soil classification study for the site has been submitted and is attached as an appendix

PLANNING COMMENTS

Background:

The CRD has received an Agricultural Land Commission application for extraction and fill activities on the subject property. The subject property is 56.4 ha (139.4 ac.) in size, with proposed development area of approximately 16.3 ha (40.3 ac.). The property is currently zoned Resource / Agricultural (R/A) in the North Cariboo Area Rural Land Use Bylaw No. 3505, 1999.

The property was previously used for hay production. It was subsequently purchased by the BC Transportation Financing Authority to facilitate the Bastin Hill slide reconstruction and greater Cariboo road recovery projects.

An agricultural soils assessment report was completed by Stantec Engineering Ltd. on behalf of the Ministry of Transportation and Infrastructure (MOTI). The report presents the results of a 2023 pre-development soils assessment, updated soil mapping, and agricultural capability ratings, as well as recommendations for soil conservation and handling during salvage and reclamation activities, weed control, and revegetation at the proposed Pit.

A technical information report was prepared and submitted by Sitkum Consulting Ltd. The report documents material encountered within the testing area and provides recommendations on aggregate suitability, available volumes as well as development, mining and final reclamation procedures.

The proposed pit has been divided into two separate development phases referred to as Phase 1 and 2 in order to maximize the material contained within the pit as well as develop and reclaim the site to current Agricultural Land Commission standards. Development Phase 1 is comprised of the lower terrace, Phase 2 consists of the upper terrace lying to the southwest.

The application specifies a proposed project duration of two years for fill deposit and 50 years for gravel extraction activities.

Location:

The subject property is located at 5302 Bastin Road, approximately 23 km southeast of Quesnel, along the Quesnel-Hydraulic Road. The property is adjacent the Quesnel River, containing steep slopes with a large benchland previously used for hay production and currently proposed for the extraction and fill activities.

CRD Regulations and Policies:

North Cariboo Area Rural Land Use Bylaw No. 3505, 1999

3.5 AGRICULTURAL LANDS

With regards to the agricultural land base, the general policies of the Board are:

(d) to discourage non-farm development of agricultural land unless it can be demonstrated that the lands are not suited for agriculture and that there is no other viable alternative location;

8.14.1 USES PERMITTED

(b) NON-RESIDENTIAL USES:

xx) extraction of raw materials from the land, including crushing and screening activities, but excluding any further processing activities.

Rational for Recommendation:

Planning staff are supportive of the proposed ALR soil and fill use application. The proposed gravel extraction aligns with the current Resource / Agricultural zoning and will support the repair of critical transportation infrastructure within the region. Staff note that Bastin Road is the primary access route for surrounding agricultural properties above the slide location. Further, the applicant has provided a remediation plan to return the gravel extraction area to an agriculturally productive capacity upon completion, and to ensure final grading of the fill area meets ALC policies. Staff note that the pit lifespan is 50 years and will result in long-term, albeit temporary, loss of agricultural land. However, on balance, this application will enable a MOTI-led project which ensures the long-term viability of access to significant agricultural holdings and operations further up Bastin Rd.

Ministry of Agriculture and Food (MAF) were unable to provide a referral response due to limited staff capacity.

At time of drafting, a response from Electoral Area 'C' Advisory Planning Commission is yet to be received. Should the commission be able to meet, their response will be provided at late publishing.

Recommendation:

That the Provincial Agricultural Land Commission application for Soil and Fill Use pertaining to The Fractional South West ¼ of District Lot 9159, Cariboo District, Except Plans BCP28576, EPP21640, EPP21641, and EPP21642 be authorized for submission to the Provincial Agricultural Land Commission with a recommendation for approval.

REFERRAL COMMENTS

Ministry of Agriculture and Food:

No Response

Advisory Planning Commission:

No Response

ATTACHMENTS

- Appendix A: Application
- Appendix B: General Map
- Appendix C: Specific Map
- Appendix D: Orthographic Map
- Other: Applicant Supplied Maps
Agricultural Soil Assessment
Technical Information Report



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 100578
Application Type: Removal of Soil (Extraction) and Placement of Fill within the ALR
Status: Submitted to L/FNG
Applicant: BC Transportation Financing Authority
Local/First Nation Government: Cariboo Regional District

1. Parcel(s) Under Application

Parcel #1

Parcel Type Fee Simple
Legal Description THE FRACTIONAL SOUTH WEST 1/4 OF DISTRICT LOT 9159 CARIBOO DISTRICT EXCEPT PLANS BCP28576, EPP21640, EPP21641, AND EPP21642
Approx. Map Area 56.39 ha
PID 013-407-023
Purchase Date Oct 31, 2022
Farm Classification Yes
Civic Address 5302 Bastin Road, Quesnel, BC V2J 6R1
Certificate Of Title Certificate of Title - PID 013407023.pdf

Land Owner(s)	Organization	Phone	Email	Corporate Summary
Steven Lee	BC Transportation Financing Authority	[REDACTED]	[REDACTED]	Agent Letter.pdf

Generated Apr 15, 2024 10:43:27 -07:00

2. Other Owned Parcels

Do any of the land owners added previously own or lease other parcels that might inform this application process? No

3. Primary Contact

Will one of the landowners or government contacts added previously be the primary contact? No

Type	Third-Party Agent
First Name	Bryan
Last Name	James
Organization (If Applicable)	Sitkum Consulting Ltd.
Phone	[REDACTED]
Email	[REDACTED]

4. Government

Local or First Nation Government: Cariboo Regional District

5. Land Use

Land Use of Parcel(s) under Application

Describe all agriculture that currently takes place on the parcel(s). Prior to BC Transportation Financing Authority (BCTFA) purchase the property was used for growing hay products as well as a mobile home residence, a work shop and other farming related out buildings. Since the BCTFA purchase there have been no agricultural use of the property.

Describe all agricultural improvements made to the parcel(s). Irrigation

Generated Apr 15, 2024 10:43:27 -07:00

Describe all other uses that currently take place on the parcel(s). N/A

Choose and describe neighbouring land uses

	Main Land Use Type	Specific Activity
North	Agricultural / Farm	Bastin Road then farm land
East	Transportation / Utilities	Bastin Road then farm land
South	Other	Forest then the Quesnel River
West	Other	Forest then the Quesnel River

6. Proposal

Has the ALC previously received an application or Notice of Intent for this proposal? Yes

Application or NOI ID 100056

What is the purpose of the proposal? Placement of fill from the adjacent Bastin Hill Slide and removal of aggregate for Ministry of Transportation and Infrastructure projects. Fill will be placed at the northern end of the pit area where an unknown quantity of sand and gravel has been removed by the previous land owner. Placement of fill from the Bastin Hill Slide will create an additional area of approximately 1.4 hectares which will be gently sloping (2.0% slope) and will be suitable for agricultural use.

Placement of Fill Project Duration 2 years

Removal of Soil Project Duration 50 years

Generated Apr 15, 2024 10:43:27 -07:00

	Soil to be Removed	Fill to be Placed
Volume	421859 m ³	220000 m ³
Area	100000 m ²	28100 m ²
Maximum Depth	6.15 m	18 m
Average Depth	6.15 m	15 m
	Soil already Removed	Fill already Placed
Volume	0 m ³	0 m ³
Area	0 m ²	0 m ²
Maximum Depth	0 m	0 m
Average Depth	0 m	0 m

Describe the type, origin and quality of fill proposed to be placed.

The fill material consists of high silt content soils deposited during deglaciation of the area.

Describe the type of soil proposed to be removed.

Sand and gravel

What alternative measures have you considered or attempted before proposing to place fill?

Alternative waste stockpile areas were considered for this project, but were deemed cost prohibitive due to an increased haul length and associated costs with stockpiling material in those areas. The proximity of this gravel and stockpile pit to the Bastin Hill Project makes for a very compelling case of minimizing haul length, associated GHG emissions and minimizes impacts and improves safety to the overall traffic on the road network.

What steps will be taken to reduce impacts to surrounding agricultural land?

Material will be dumped at the fill site with rock trucks, levelled by a bulldozer and compacted with a 84 inch sheepsfoot roller. Due to the type of fill material no water will be added during the compaction process. At the completion of fill placement the upper surface of the fill will be covered with topsoil. The topsoil will be immediately seeded and fertilized with an appropriate seed and fertilizer mixture. Stripping and stockpiling of topsoil

Generated Apr 15, 2024 10:43:27 -07:00

in the aggregate mining areas will be completed in accordance with the Bastin Pit No, 1471 Agricultural Soils Assessment Report. During aggregate production, stockpiling and hauling the generation of dust will be monitored. If dust becomes an issue spray bars will be installed on aggregate production equipment, working areas, haul roads and stockpile sites will be watered as required.

Proposal Map / Site Plan

Bastin_SiteMap_2024Feb14.pdf

Cross Sections

2024-02-02 Full Stockpile with ORTHO.pdf
 Bastin_Cross-Sections_A-A1_2024Feb15.pdf
 Bastin_Cross-Sections_B-B1andC-C1_2024Feb14.pdf
 2024-02-02 Bastin Hill Full Stockpile Update.pdf

Reclamation Plan

Bastin_ReclamationMap_2024-02-15.pdf

Is your proposal for aggregate extraction or placer mining?

Yes

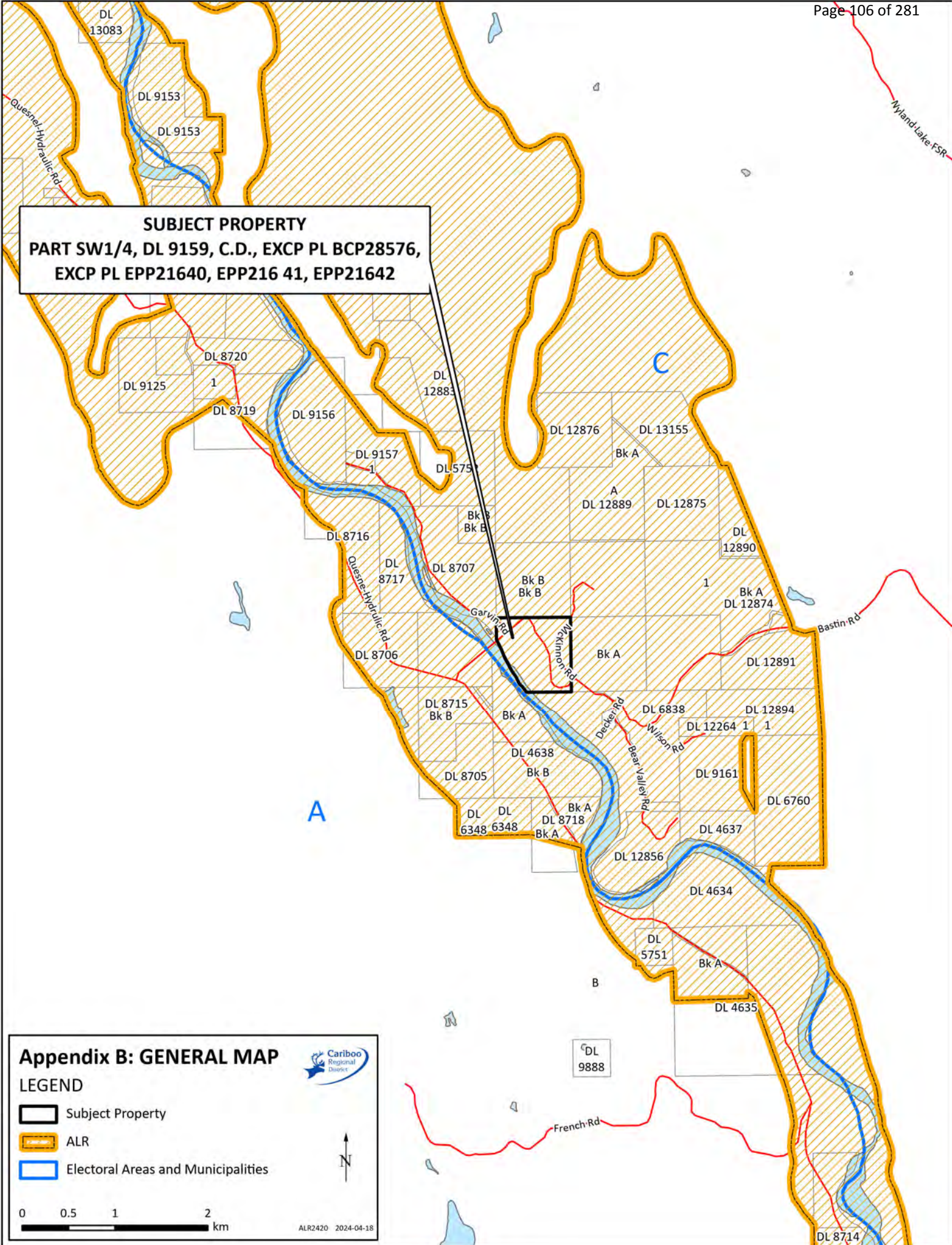
Have you submitted a Notice of Work to the Ministry of Energy, Mines and Low Carbon Innovation (EMLI)?

No

7. Optional Documents

Type	Description	File Name
Other files that are related	Bastin Pit Technical Information Report	Bastin Pit TIR.pdf
Professional Report	Bastin Pit No. 1471 Agricultural Soils Assessment	Agrologists Report.pdf
Other files that are related	Phase 2 Pit Development Plan	Bastin_PDP_Ph2_2024Feb14.pdf
Other files that are related	Phase 1 Pit Development Plan	Bastin_PDP_Ph1_2024Feb14.pdf




SUBJECT PROPERTY
PART SW1/4, DL 9159, C.D., EXCP PL BCP28576,
EXCP PL EPP21640, EPP216 41, EPP21642



Appendix B: GENERAL MAP



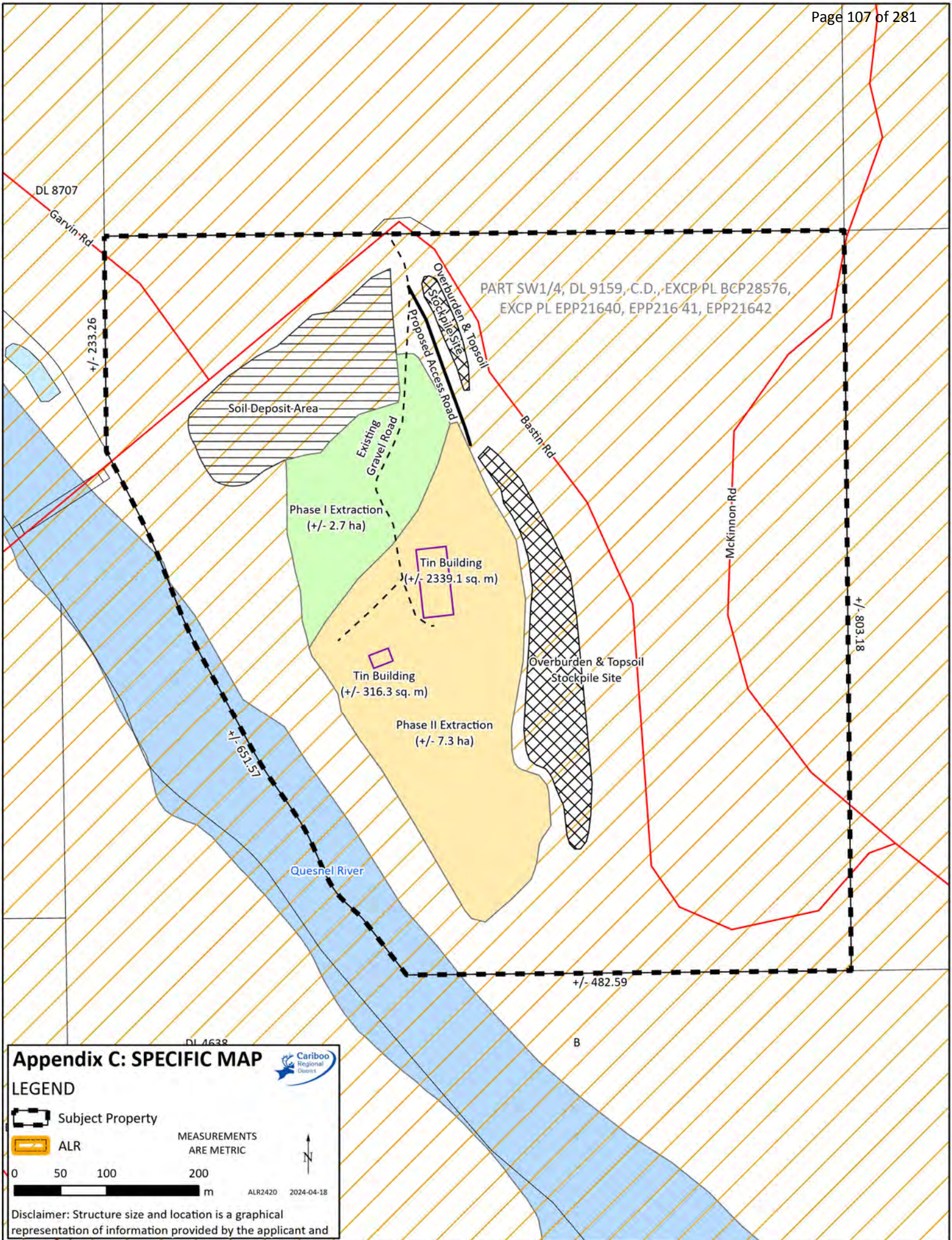
LEGEND

-  Subject Property
-  ALR
-  Electoral Areas and Municipalities

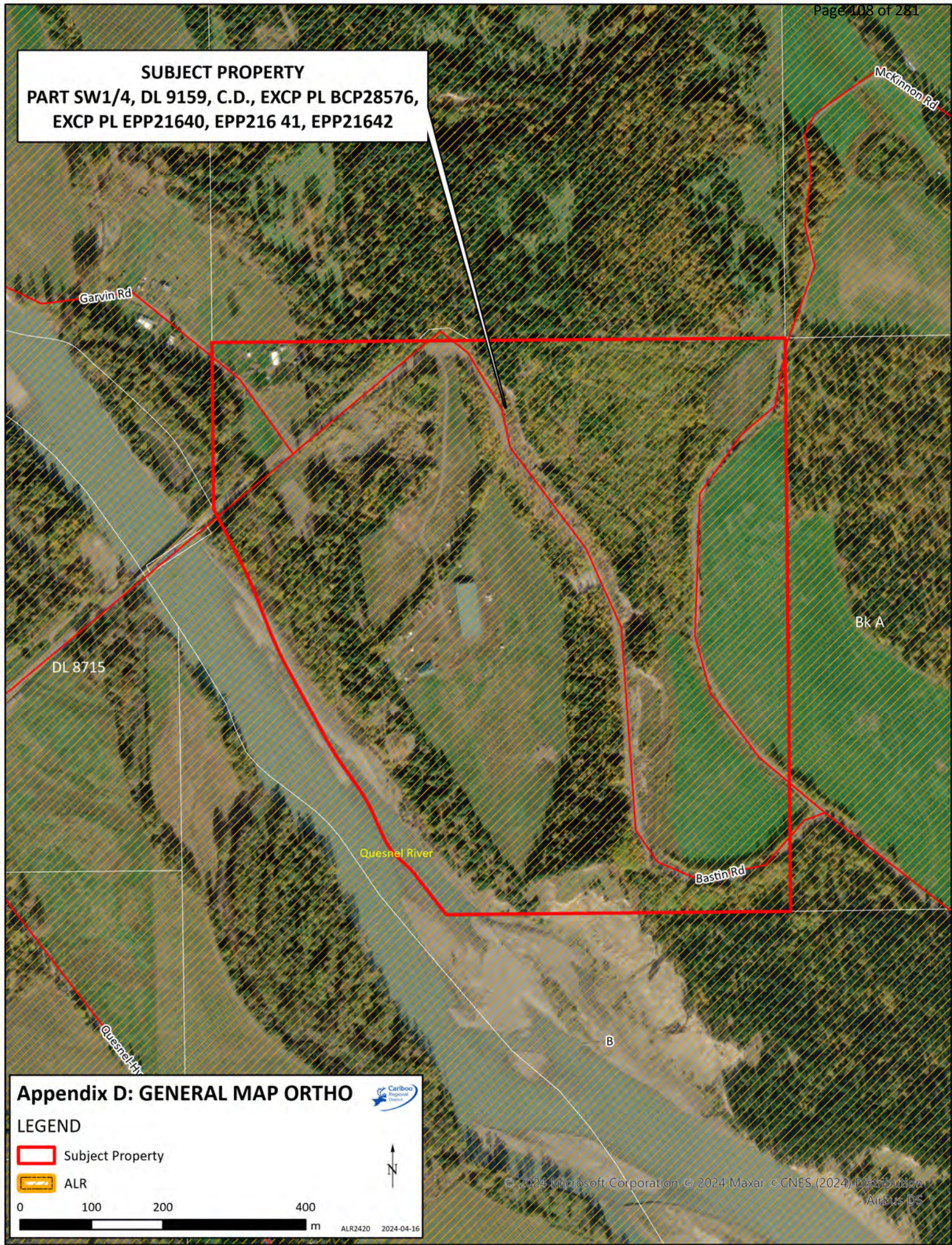


0 0.5 1 2 km

ALR2420 2024-04-18



SUBJECT PROPERTY
PART SW1/4, DL 9159, C.D., EXCP PL BCP28576,
EXCP PL EPP21640, EPP216 41, EPP21642



Appendix D: GENERAL MAP ORTHO

LEGEND

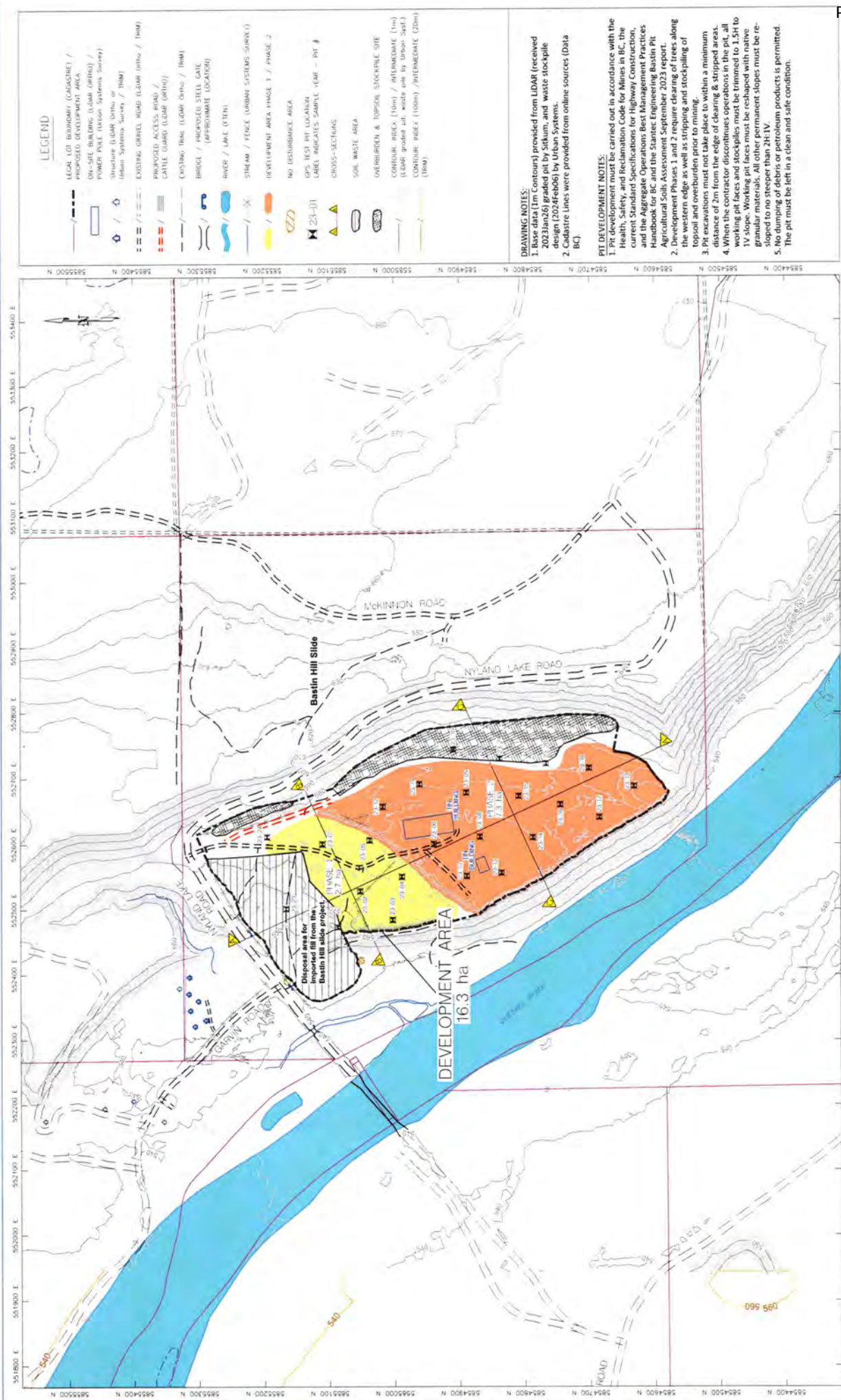
- Subject Property
- ALR

0 100 200 400 m

ALR2420 2024-04-16

Cariboo Regional Authority

© 2024 Microsoft Corporation © 2024 Maxar © CNES (2024) Distribution Airbus DS



LEGEND

	LEGAL LOT BOUNDARY (CADASTRAL)
	PROPOSED DEVELOPMENT AREA
	POWER POLE (Urban Systems Survey)
	Structure (LIDAR Data, Urban Systems Survey)
	EXISTING GRAVEL ROAD (LIDAR Data, Urban Systems Survey)
	PROPOSED ACCESS ROAD
	CATTLE GUARD (LIDAR Data, Urban Systems Survey)
	EXISTING TREE (LIDAR Data, Urban Systems Survey)
	BRIDGE / PROPOSED STEEL GATE (APPROXIMATE LOCATION)
	RIVER / LAKE (LIDAR DATA)
	STREAM / FENCE (URBAN SYSTEMS SURVEY)
	DEVELOPMENT AREA PHASE 1 / PHASE 2
	NO DISTURBANCE AREA
	GPS TEST PIT LOCATION (LABEL INDICATES SAMPLE YEAR - PIT #)
	CROSS-SECTIONS
	SOIL WASTE AREA
	OVERBURDEN & TOPSOIL STOCKPILE SITE
	CONTOUR INDEX (10m) / INTERMEDIATE (1m) (LIDAR provided, waste site by Urban Syst.)
	CONTOUR INDEX (100m) / INTERMEDIATE (20m) (URBAN SYSTEMS SURVEY)

DRAWING NOTES:

1. Base data (1m Contours) provided from LIDAR (received 2023Jan26) graded pit by Sitkum, and waste stockpile design (2024Feb06) by Urban Systems.
2. Cadastral Lines were provided from online sources (Data BC).

PIT DEVELOPMENT NOTES:

1. Pit development must be carried out in accordance with the Health, Safety, and Reclamation Code for Mines in BC, the current Standard Specifications for Highway Construction, and the Aggregate Operations Best Management Practices Handbook for BC and the Stantec Engineering Bastin Pit Agricultural Soils Assessment September 2023 report.
2. Development Phases 1 and 2 require clearing of trees along the western edge as well as stripping and stockpiling of topsoil and overburden prior to mining.
3. Pit excavations must not take place to within a minimum distance of 2m from the edge of clearing & stripped areas.
4. When the contractor discontinues operations in the pit, all working pit faces and stockpiles must be trimmed to 1:3H to 1V slope. Working pit faces must be regraded with a minimum of 1% slope. All pits must be regraded to a minimum of 1% slope to prevent debris or petroleum products from being trapped in the pit.
5. No dumping of debris or petroleum products is permitted. The pit must be left in a clean and safe condition.

REVISED: N/A

DATE: FEB 14, 2024

AUTO-CAD: K23-108

DRAWN: N/A

DATE: JAN 30, 2023

AUTO-CAD: BASTIN

FIGURE 1

SITE PLAN MAP

FILE NO. Bastin_SiteMap

0 250 METERS

SCALE: 1:50,000

Province of British Columbia
Ministry of Transportation & Infrastructure
GEOTECHNICAL and MATERIALS ENGINEERING

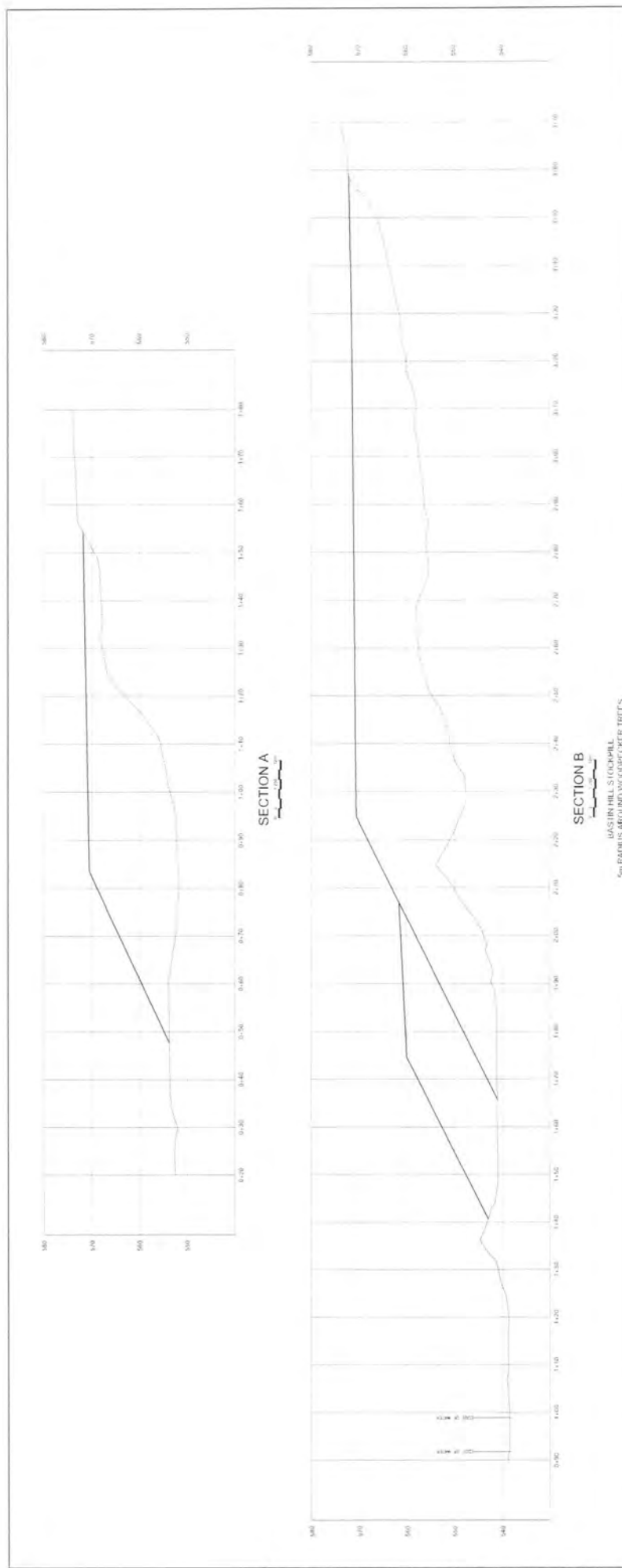
REVISED: N/A


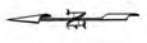

DATE: FEB 14, 2024

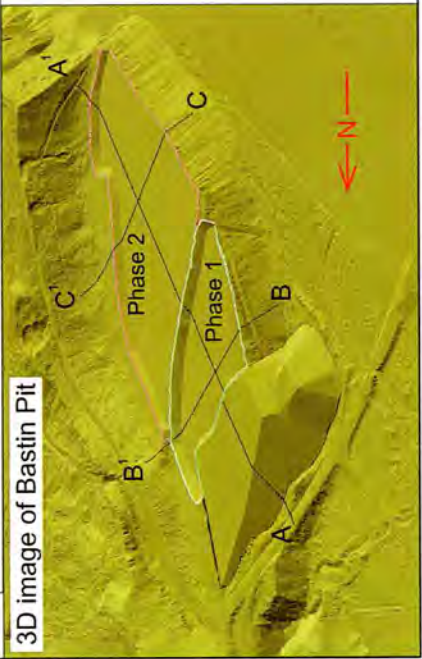
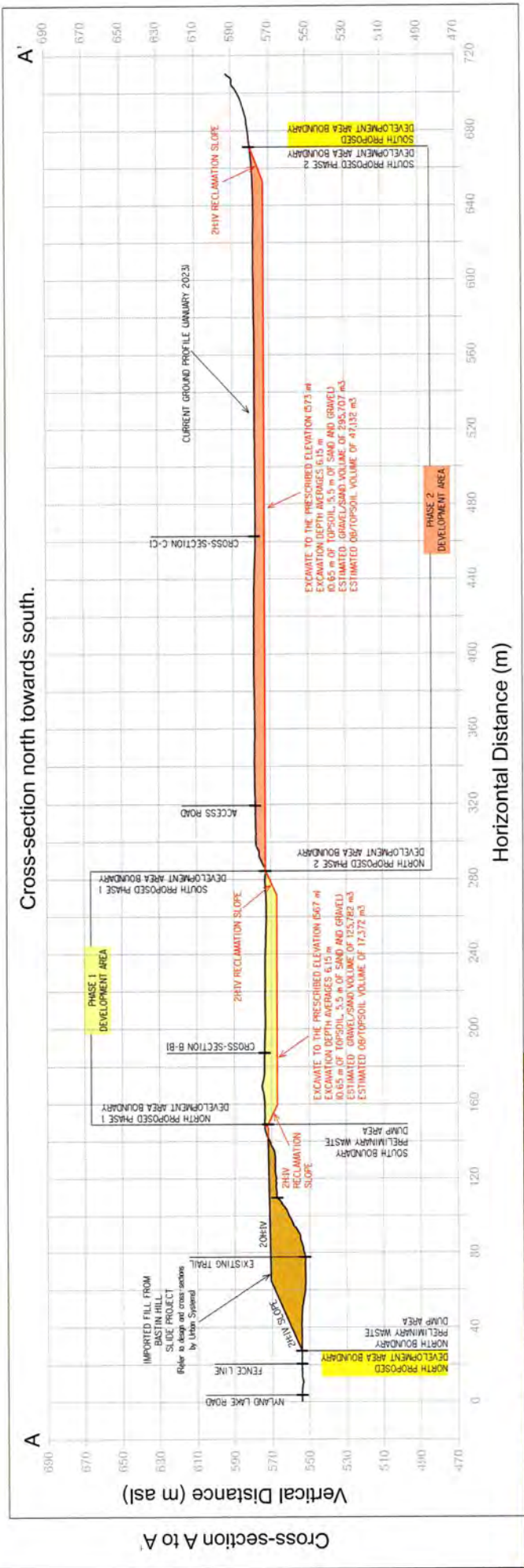
AUTO-CAD: K23-108



PLAN
BASTIN HILL STOCKPILE
5m RADIUS AROUND WOODPECKER TREES



<p>BASTIN PIT CROSS-SECTION A to A¹</p> <p>LOCATION: QUESNEL, B.C. MAPSHEET / OPENING NO: 093B088 UTM ZONE 10 [A-A1]; POC: 552451N, 5855237E, NAD83</p> <p>PRODUCED FOR: Ministry of Transportation and Infrastructure South Coast Region Geotechnical and Materials Branch</p>	<p>PAGE SIZE: Aes B 11"x17" PROJECT: K23-108 FILENAME: Bastin-Cross-Sections.dgn</p> <p>DATE: Feb. 15, 2024 DRAWN: KA CHECKED: BJ</p> <p>PRODUCED BY: </p>	<p>MAP DATA SOURCE(S): MoTI - Elevation Data (LDAR received Jan. 2023) SCL - Pit Design Features Urban Systems - Waste Stockpile, Fence Lines, Internal Roads FCI TRIM & Othto - Other Features</p> <p>Refer to PIT DEVELOPMENT NOTES on Cross-section A to A¹.</p>
		
		
<p>MINE PLAN</p> <p>FIGURE: 5A</p>		




PIT DEVELOPMENT NOTES:

1. Pit development must be carried out in accordance with the Health, Safety, and Reclamation Code for Mines in BC, the current Standard Specifications for Highway Construction, the Aggregate Operations Best Management Practices Handbook for BC and the Stantec Engineering Bastin Pit Agricultural Soils Assessment September 2023 report.
2. Development Phases 1 and 2 require clearing of trees along the western edge as well as stripping and stockpiling of topsoil and overburden prior to mining.
3. Pit excavations must not take place to within a minimum distance of 2m from the edge of clearing & stripped areas.
4. When the contractor discontinues operations in the pit, all working pit faces and stockpiles must be trimmed to 1.5H to 1V slope. Working pit faces must be reshaped with native granular materials. All other permanent slopes must be re-sloped to no steeper than 2H:1V.
5. No dumping of debris or petroleum products is permitted. The pit must be left in a clean and safe condition.

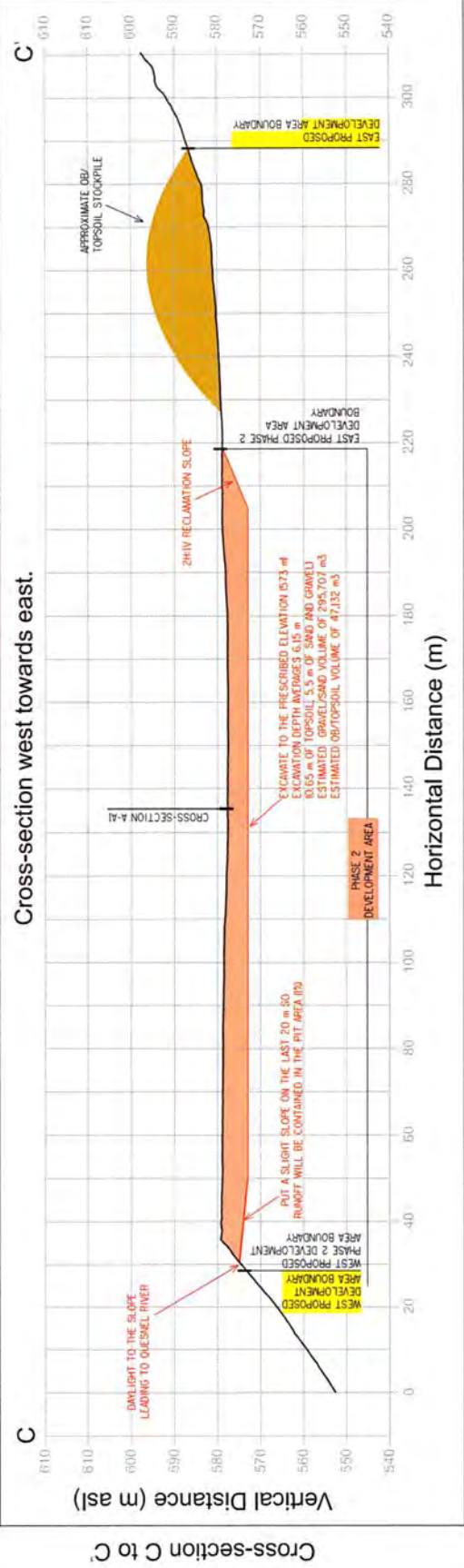
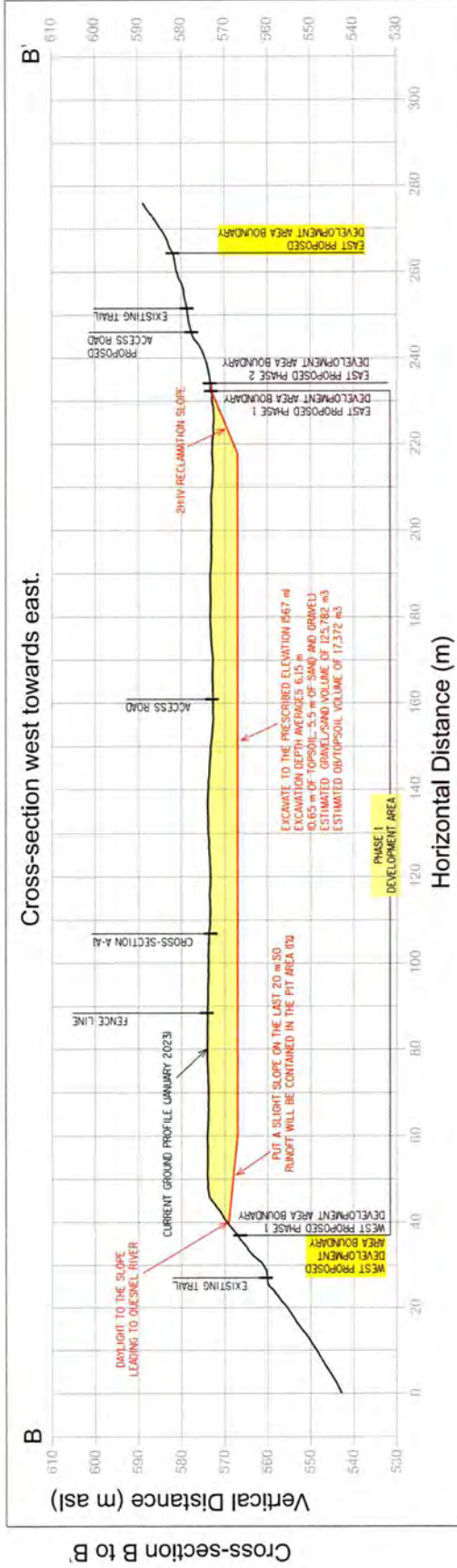
**BASTIN PIT
CROSS-SECTIONS
B to B' & C to C'**

MINE PLAN FIGURE: 5B

LOCATION: QUESNEL, B.C.	MAPSHEET / OPENING NO: 093B089	DATE: Feb 13, 2024
UTM ZONE 10 (B-B1, POC): 552422N 5855022E NAD83	PROJECT: K23-108	DRAWN: KA
UTM ZONE 10 (C-C1, POC): 552521N 5854760E NAD83	FILENAME: Bastin-Cross-Sections.dgn	CHECKED: BJ
PRODUCED FOR: Ministry of Transportation and Infrastructure South Coast Region Geotechnical and Materials Branch	PRODUCED BY: 	




MAP DATA SOURCE(S):
 MoTI - Elevation Data (LDAR received Jan. 2023)
 SCL - Pit Design Features
 Pro - Systems - Waste Stockpile, Fence lines, Internal Roads
 FCI TRIM & Omit - Other Features
 Refer to PIT DEVELOPMENT NOTES on
 Cross-section A to A1.



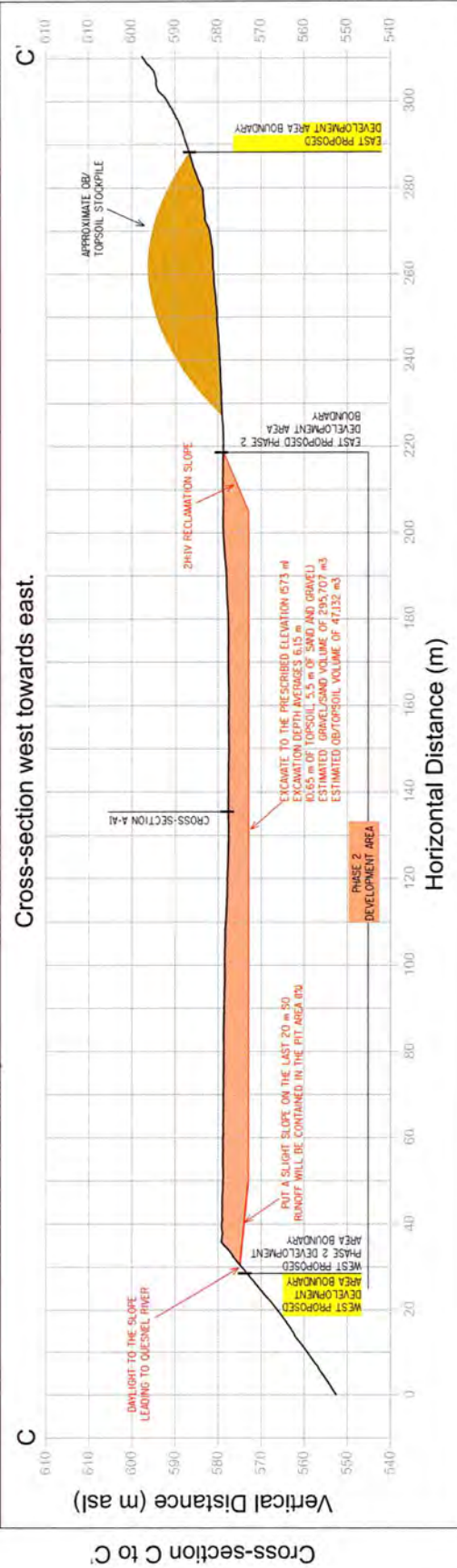
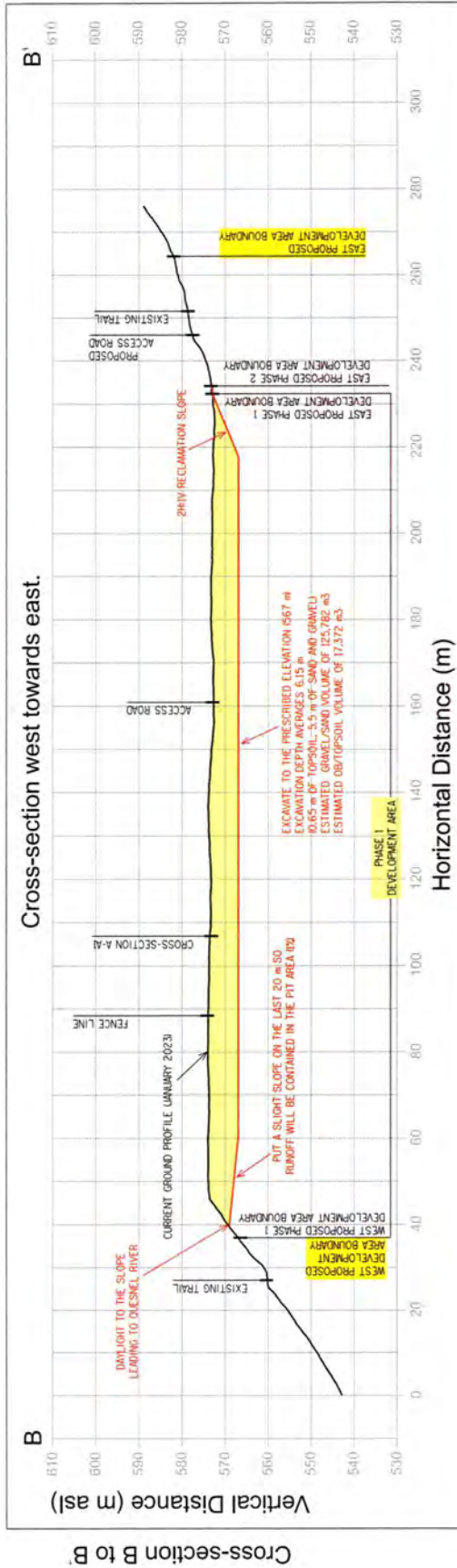
**BASTIN PIT
CROSS-SECTIONS
B to B¹ & C to C¹**

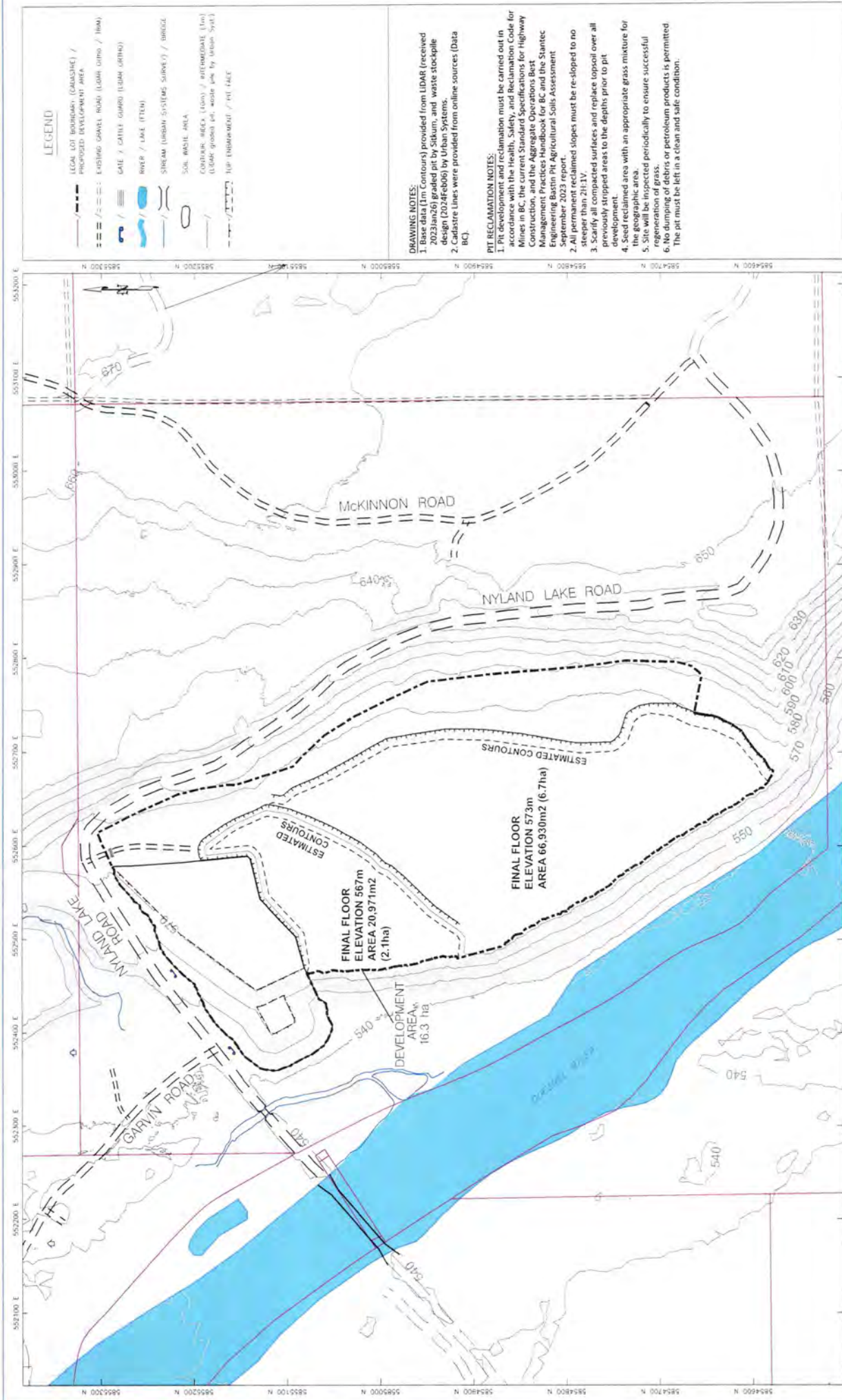
MINE PLAN FIGURE: 5B

LOCATION: QUESNEL, B.C.	PAGE SIZE: Aes B 11"x17"	DATE: Feb.13, 2024
MAPSHEET / OPENING NO.: 093B0089	PROJECT: K23-108	DRAWN: KA
UTM_ZONE 10 (B-B1, POC): 552422N 5855022E NAD83	FILENAME: Bastin-Cross-Sections.dgn	CHECKED: BJ
UTM_ZONE 10 (C-C1, POC): 552521N 5854760E NAD83	PRODUCED BY: 	



MAP DATA SOURCE(S):
 Moti - Elevation Data (LIDAR received Jan. 2023)
 SCL - Pit Design Features
 Urban Systems - Waste Stockpile, Fence lines, Internal Roads
 FCI TRIM & Ohio - Other Features
 Refer to PIT DEVELOPMENT NOTES on
 Cross-section A to A1.





BASTIN PIT #1471

PIT RECLAMATION PLAN

FILE NO.: Bastin_ReclamationPlan

FIGURE: 4

SCALE: 1:100

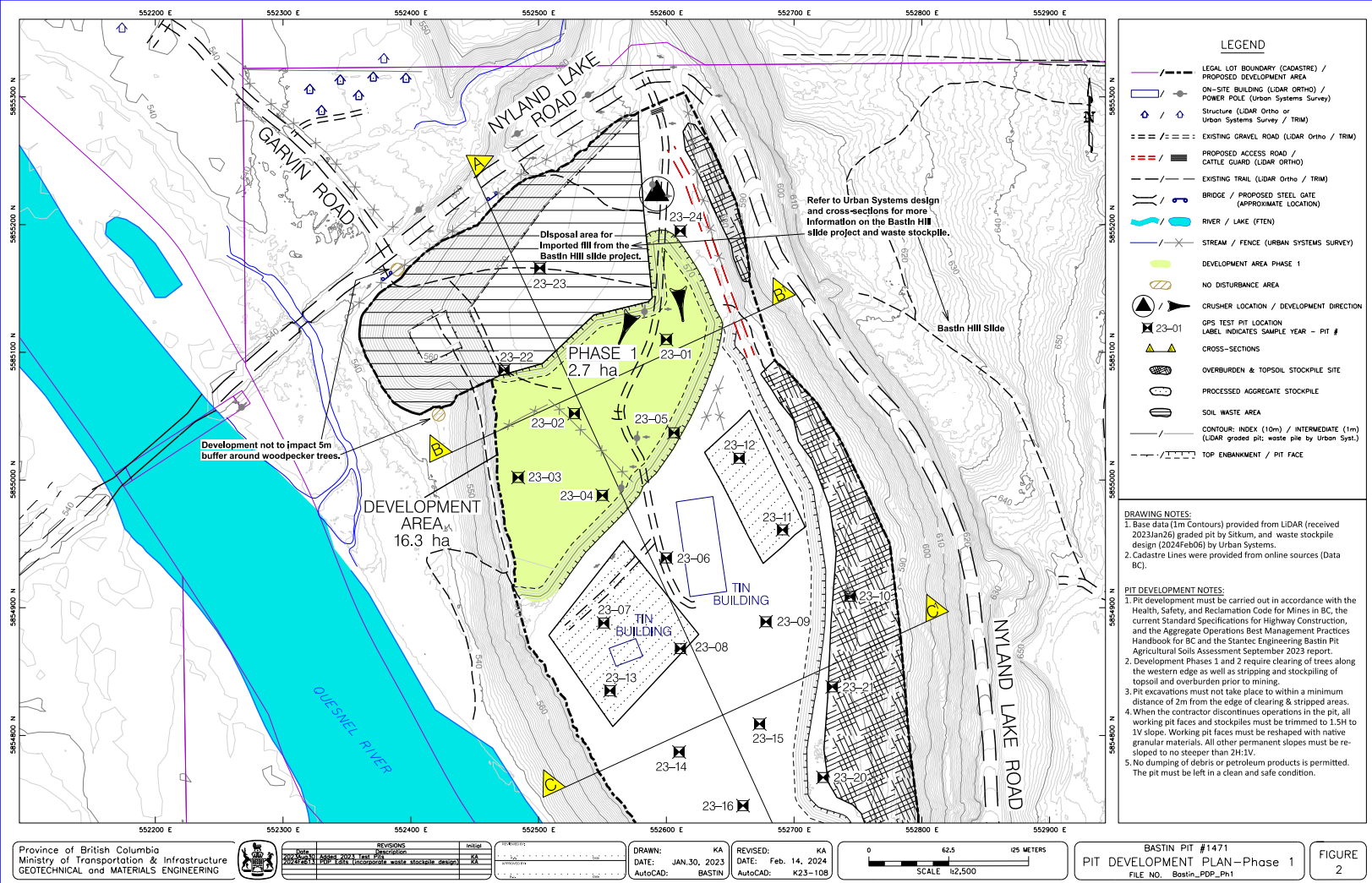
PROVIDED: DATE: FEB 15, 2024

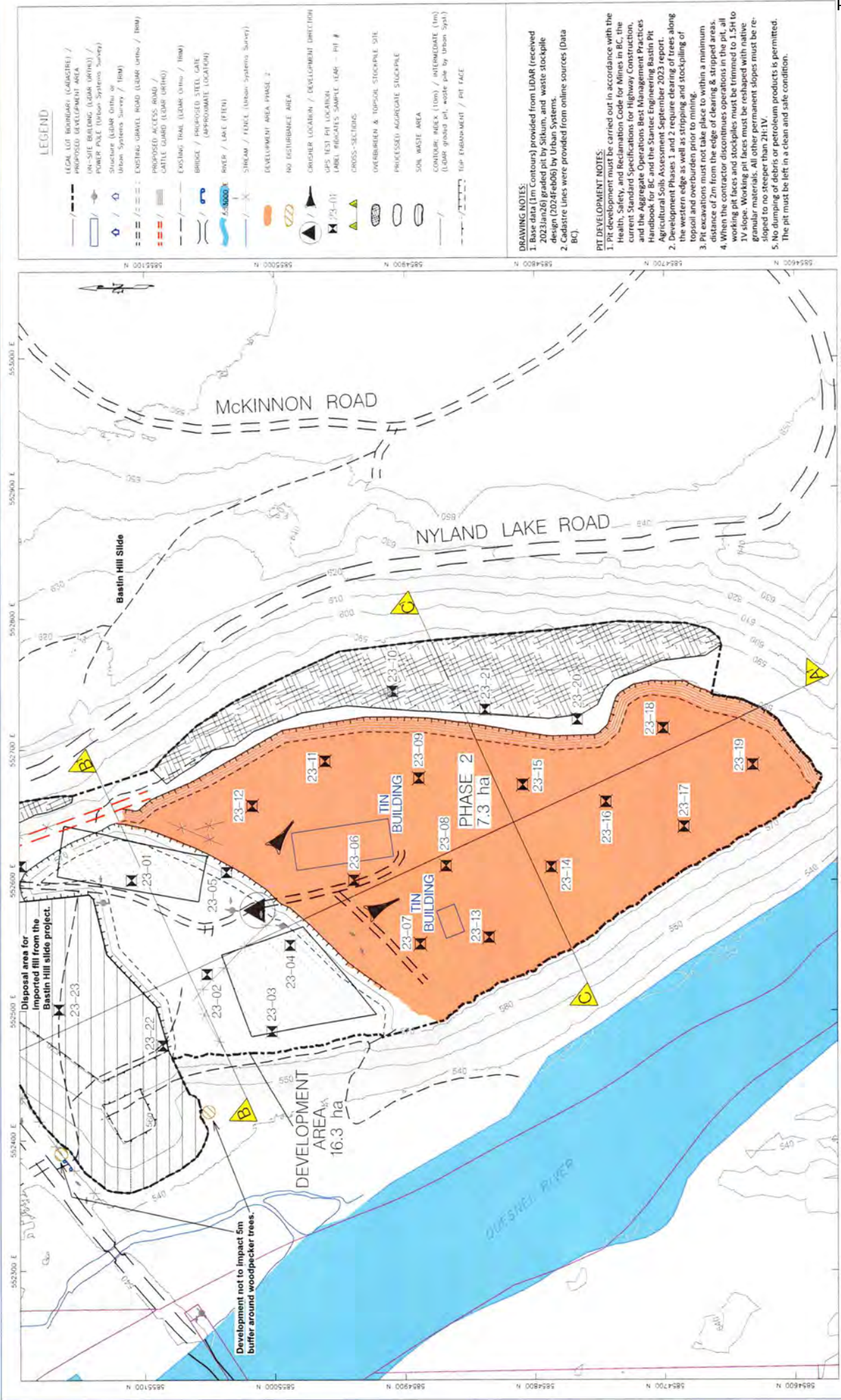
DRAWN: DATE: FEB 15, 2024

PROVINCE OF BRITISH COLUMBIA

Ministry of Transportation & Infrastructure

GEOTECHNICAL and MATERIALS ENGINEERING





LEGEND

- LEGAL LOT BOUNDARY (CADASTRE) / PROPOSED DEVELOPMENT AREA
- ON-SITE BUILDING (LIDAR ORTHO) / POWER POLE (Urban Systems Survey)
- Structure (LIDAR Ortho or Urban Systems Survey / 15m)
- EXISTING GRAVEL ROAD (LIDAR Ortho / 15m)
- PROPOSED ACCESS ROAD / LITTLE GRAD (LIDAR ORTHO)
- EXISTING TRAIL (LIDAR Ortho / 15m)
- BRIDGE / PROPOSED STEEL GATE (APPROXIMATE LOCATION)
- RIVER / LAKE (PTN)
- SHEDD / FENCE (Urban Systems Survey)
- DEVELOPMENT AREA PHASE 2
- NO DISTURBANCE AREA
- ORIGINATOR LOCATION / DEVELOPMENT DIRECTION
- UPS TEST PIT LOCATION LABEL, INDICATES SAMPLE YEAR - PIT #
- CROSS-SECTIONS
- OVERBERM & TOPSOIL STOCKPILE SITE
- PROCESSED AGGREGATE STOCKPILE
- SNA WASTE AREA
- CONTOUR, 100m (10m) / INTERMEDIATE (1m) (LIDAR graded pit, waste pile by Urban Sys.)
- TOP EMBANKMENT / PIT FACE

DRAWING NOTES:

1. Base data (1m Contours) provided from LIDAR (received 2023Jan26) graded pit by Slikum, and waste stockpile design (2024Feb06) by Urban Systems.
2. Cadastre Lines were provided from online sources (Data BC).

PIT DEVELOPMENT NOTES:

1. PIT development must be carried out in accordance with the Health, Safety, and Reclamation Code for Mines in BC, the current Standard Specifications for Highway Construction, and the Aggregate Operations Best Management Practices Handbook for BC and the Stantec Engineering Bastin Pit Agricultural Soils Assessment September 2023 report.
2. Development Phases 1 and 2, require clearing of trees along the western edge as well as stripping and stockpiling of topsoil and overburden prior to mining.
3. PIT excavations must not take place to a depth a minimum of 1.5H to 2H, where H is the maximum height of the pit, all working pit faces and stockpiles must be trimmed to 1:1H to 1V slope. Working pit faces must be reshaped with native granular materials. All other permanent slopes must be reshaped to no steeper than 2H:1V.
5. No dumping of debris or petroleum products is permitted. The pit must be left in a clean and safe condition.

Province of British Columbia
 Ministry of Transportation & Infrastructure
 GEOTECHNICAL and MATERIALS ENGINEERING

REVISIONS
 01 2023 01 2023 01 2023 01 2023 01 2023

DATE: 2023-01-13
 DATE: 2023-01-13
 DATE: 2023-01-13
 DATE: 2023-01-13
 DATE: 2023-01-13

PROJECT: Bastin Hill Slide
 DRAWN: [Name]
 CHECKED: [Name]
 APPROVED: [Name]

SCALE: 1:2,500

FIGURE NO. 3
 FILE NO. Bastin_PDP_P12



**Bastin Pit (No. 1471) Agricultural
Soils Assessment**

September 28, 2023

Prepared for:
Ministry of Transportation & Infrastructure
447 Columbia St.
Kamloops, BC V2C 2T3

Prepared by:
Stantec Consulting Ltd.
500-4515 Central Blvd
Burnaby, BC V5H 0C6

Limitations and Sign-off

This document entitled Bastin Pit (No. 1471) Agricultural Soils Assessment was prepared by Stantec Consulting Ltd. ("Stantec") for the account of Ministry of Transportation & Infrastructure (the "Client"). Any reliance on this document by any third party is strictly prohibited. The material in it reflects Stantec's professional judgment in light of the scope, schedule and other limitations stated in the document and in the contract between Stantec and the Client. The opinions in the document are based on conditions and information existing at the time the document was published and do not take into account any subsequent changes. In preparing the document, Stantec did not verify information supplied to it by others. Any use which a third party makes of this document is the responsibility of such third party. Such third party agrees that Stantec shall not be responsible for costs or damages of any kind, if any, suffered by it or any other third party as a result of decisions made or actions taken based on this document.

Prepared by: _____
Signature
Jonna Jacob, B.Sc., P.Ag.
Printed Name

Quality Review by: _____
Melvin Zwierink B.Sc, RPF, P.Ag.
CPESC
Printed Name

Independent Review by: _____
Signature
Kara Hewgill B.Sc., EP
Printed Name

Approved by: _____
Signature
Leanne Garand
Printed Name



Table of Contents

Limitations and Sign-off	i
Acronyms / Abbreviations	iv
1 Introduction	5
2 Assessment Area Overview.....	6
3 Objective	7
4 Methods	8
4.1 Desktop Review	8
4.2 Current Land Use.....	8
4.3 Soil Survey	8
4.4 Soil Laboratory Analysis	10
4.5 Soil Map Unit.....	10
4.6 Agricultural Land Capability	11
5 Results	13
5.1 Current Land Use.....	13
5.2 Soil Survey	13
5.3 Soil Laboratory Analysis	13
5.4 Soil Map Unit.....	15
5.5 Agricultural Land Capability	16
6 Recommendations For Soil Conservation.....	18
6.1 Soil Salvage Mitigations.....	18
6.2 Erosion and Sediment Control.....	20
6.3 Weed Control	20
7 Reclamation Planning	22
7.1 Subgrade Preparation.....	22
7.2 Soil Replacement.....	22
7.3 Revegetation	23
8 Monitoring and Closure	24
9 References	25

List of Tables

Table 4.1 Slope Class Descriptions.....	11
Table 4.2 Agricultural Capability Class Descriptions.....	11
Table 4.3 Agriculture Capability Subclass Descriptions	12
Table 5.1 Soil Map Units Summary for the Proposed Pit.....	16
Table 5.2 Agricultural Land Capability Ratings for SMUs within the Proposed Pit	17
Table 6.1 Soil Handling Description for SMUs	19

List of Figures

Figure 1 Agricultural Capability Mapping Bastin Pit.....	14
--	----



Bastin Pit (No. 1471) Agricultural Soils Assessment
Table of Contents
September 28, 2023

List of Appendices

- Appendix A Photographs
- Appendix B Soil Profile and Sample Sites Information
- Appendix C Soil Laboratory Report and Certificate of Analysis, Bureau Veritas Canada Inc.



Bastin Pit (No. 1471) Agricultural Soils Assessment
Acronyms / Abbreviations
September 28, 2023

Acronyms / Abbreviations

ALC	Agricultural Land Commission
BC	British Columbia
ha	hectares
LFH	Litter fibric humic
m	meters
SMD	Soil moisture deficit
SMU	soil map unit



1 Introduction

The British Columbia (BC) Ministry of Transportation and Infrastructure is proposing to develop the Bastin Pit (No. 1471) (the proposed Pit). The proposed Pit is approximately 25.8 hectares (ha) and is situated in the Caribou Regional District approximately 24 kilometres (km) southeast of Quesnel, BC. The proposed Pit is located within parcel identification 013-407-023 and is entirely within the Agricultural Land Reserve (ALR). A pre-development soils survey assessment (the assessment) including the collection of soil samples was completed within the proposed Pit in May 2023. Soil mapping was updated from the publicly available soil mapping (iMapBC) and the pre-development agricultural capability was determined.

Stantec Consulting Ltd. (Stantec) was retained by the BC Ministry of Transportation and Infrastructure to prepare this agricultural soils assessment (the report) in support of the Ministry's non-farm use application to the Agricultural Land Commission (ALC) for the proposed Pit. This report presents the results of the 2023 pre-development assessment, updated soil mapping, and agricultural capability ratings, as well as recommendations for soil conservation and handling during salvage and reclamation activities, weed control, and revegetation at the proposed Pit.



2 Assessment Area Overview

The assessment area is located on private land within legal land parcel: PART SW1/4, DISTRICT LOT 9159, CARIBOO LAND DISTRICT, EXCEPT PLAN BCP28576, EXC PLANS EPP21640, EPP21641, EPP21642, MANUFACTURED HOME REG.# 100457. The assessment area is within the ALR and is approximately 25.8 hectares.

The topography within the assessment area is generally undulating with strong to very strong slopes towards the perimeter. The current land use is pasture, forested, wetland, and previous disturbance from farm (farmyard, buildings, roads, laydowns) and borrow pit activities.

Soils within the assessment area are primarily Orthic Eutric Brunisols, Orthic Regosols developed on fluvial parent material. Secondary soils include Gleyed Cumulic Regosols developed on fluvial parent material, Brunisolic Gray Luvisols developed on fluvial veneers over glaciolacustrine parent material and Orthic Gray Luvisols developed on glaciolacustrine parent material. The location of the assessment area is presented on Figure 1.



Bastin Pit (No. 1471) Agricultural Soils Assessment
3 Objective
September 28, 2023

3 Objective

The objective of this report is to provide pre-development site assessment information and recommendations to support soil conservation and reclamation for the proposed Pit within the ALR land.



Bastin Pit (No. 1471) Agricultural Soils Assessment**4 Methods**

September 28, 2023

4 Methods

The pre-development assessment (the assessment) was completed in accordance with the guidelines and format outlined in Policy P-10 Criteria for Agricultural Capability Assessments (ALC 2017).

4.1 Desktop Review

A desktop review was conducted to compile soil baseline information for the proposed Pit and field survey planning. Soil series information from existing BC soil surveys, base map digital files (i.e., topography, watercourses, and imagery) were overlain on the proposed Pit boundaries using ESRI® ArcPro programs and tools. Data sources reviewed included:

- Existing British Columbia Soil Surveys: Soils of the Quesnel Area, British Columbia. Report No. 31 (Lord, T.M. and Mackintosh, E.E. 1982);
- Spatial files (Google Earth®, .kmz files, Lidar) and existing agricultural capability mapping accessed from the BC Soil Information Center (Province of British Columbia - iMapBC – Soil Information Finder Tool, Accessed May 2023);
- BC Freshwater Atlas (Accessed May 2023 via iMap BC) to identify watercourses and wetlands associated with the proposed Pit.

4.2 Current Land Use

Current land use includes designation of land use types based on review of the available imagery and data sources during the desktop review followed by field verification of the current conditions of the proposed Pit. Land use was assigned to each soil inspection site during the soils survey (Section 4.3) and applied to the finalized soil map unit during post field work analysis.

4.3 Soil Survey

Soil inspection sites were selected based on preliminary imagery interpretation and considering land use and location of the proposed Pit. In accordance with Policy P-10, the soil inspection sites were also selected based on achieving a soil survey intensity level 1 at a density of one soil inspection site per one to five hectares (Resources Inventory Committee 1995).

Soil inspection sites were accessed by truck and on foot. Soils were excavated and sampled via hand excavation (shovel and Dutch auger). Fourteen (14) soil inspection sites were assessed in the proposed Pit from May 16 to 17, 2023. Detailed inspection sites were dug and augered to a depth of 1.0 m (describe the C horizon) or auger refusal.



Bastin Pit (No. 1471) Agricultural Soils Assessment

4 Methods

September 28, 2023

Soil mapping was revised from the provincial mapping for comparison between pre-construction and post-construction. Data collected was used to determine agricultural capability ratings. Soil data were collected according to the standards of the Field Manual for Describing Terrestrial Ecosystems (British Columbia Ministry of Environment (BC MOE) and British Columbia Ministry of Forest, Lands Natural Resource Operations and Rural Development (BC MFLRO), previously British Columbia Ministry of Forests and Range (BC MOFR), (BC MOE & BC MOFR 2010)) and the Canadian System of Soil Classification (Soil Classification Working Group [SCWG] 1998).

The GPS location, sample depth and the soil horizon characteristics at soil inspection sites and sample locations were recorded using ESRI ArcGIS Field Maps software. Data collected for each soil inspection site included:

- Slope class, position, length, and gradient
- Aspect
- Surface expression
- Parent material
- Site drainage
- Depth to water table, where observed
- Depth to seepage, where observed
- Land use
- Rooting depth, restricted layer, where observed

Soil profile data collected at each soil inspection site for each soil horizon included:

- Soil horizon depth
- Texture
- Structure
- Consistence
- Colour
- Coarse fragment content
- Carbonates (if present)
- Abundance, size and contrast of mottles and/or gleying (if present)

Photographs of the soil pit and landscape were taken at each soil inspection site (Appendix B).



4.4 Soil Laboratory Analysis

Soil samples were collected to aid and confirm soil characterization and agricultural land capability classification. Samples were collected at two soil inspection sites targeting soil map units and sent to Bureau Veritas Canada Inc. (Bureau Veritas) for soil physical and chemical laboratory analysis. Chemical and physical parameters tested at the Bureau Veritas Laboratory included:

- Available nitrogen, phosphorus, potassium, sulphur (topsoil)
- Total organic carbon (topsoil)
- Texture and texture class by hydrometer
- pH [soluble calcium chloride]
- Electrical conductivity
- Soluble cations (calcium, magnesium, sodium, potassium)
- Soluble anions (chloride, sulphate)
- Sodium Adsorption Ratio
- Saturation percent (%)

4.5 Soil Map Unit

A soil map unit is a defined and named repetitive group of soil bodies occurring together in an individual and characteristic pattern over the soil landscape (Gregorich et al. 2001). Soil map units consist of a dominant soil (series, association or variant) and inclusions (10% to 20% of the soil map unit) of other soils (i.e., series, associations or variants) where warranted.

Soil map unit designation (i.e., soil mapping) was based on the existing mapping in the BC Soil Information Center (Province of British Columbia - BC Soil Information Finder Tool; Lord, T.M. and Mackintosh, E.E. 1982) and was updated based on the May 2023 soil survey field data.

Soil map units were assigned a dominant soil series, topsoil depth, slope classes, and agriculture land capability ratings. Slope classes were assigned to each soil map unit for the purposes of supporting final reclamation contours. Slope classes were assigned based on the class limits used in the Canadian System of Soil Classification (CSSC) (SCWG 1998). Slope classes and related descriptions are provided in Table 4.1.



Table 4.1 Slope Class Descriptions

Slope Class Ranges		
Class	Description	Range of Slope Gradients (%)
1	Level	<0.5
2	Nearly level	>0.5 to 2
3	Very gentle slopes	>2 to 5
4	Gentle slopes	>5 to 10
5	Moderate slopes	>10 to 15
6	Strong slopes	>15 to 30
7	Very strong slopes	>30 to 45
8	Extreme slopes	>45 to 70
9	Steep slopes	>70 to 100

SOURCE: SCWG (1998)

4.6 Agricultural Land Capability

Field and laboratory data was used to determine agricultural capability ratings. The agricultural capability ratings were assigned to SMUs following the system set out in *Land Capability Classification for Agriculture in British Columbia* (Kenk and Cotic 1983). This system rates agricultural land from Class 1 (the most productive soil) to Class 7 (non-productive land). Table 4.2 has a summary of the Agricultural Capability Class Descriptions. Ratings are based on limitations under specific subclasses specific to the site or area. The subclasses are soil moisture deficiency, adverse (local) climate, soil structure, erosion, excess water, fertility, inundation, salinity, stoniness, topography, shallow bedrock and permafrost (Table 4.3).

Table 4.2 Agricultural Capability Class Descriptions

Class	Description
Class 1	Class 1 land is capable of producing the very widest range of crops. Soil and climate conditions are optimum, resulting in easy management.
Class 2	Class 2 land is capable of producing a wide range of crops. Minor restrictions of soil or climate may reduce capability but pose no major difficulties in management.
Class 3	Class 3 land is capable of producing a fairly wide range of crops under good management practices. Soil and climate limitations are somewhat restrictive.
Class 4	Class 4 land is capable of producing a restricted range of crops. Soil and climate conditions require special management considerations.
Class 5	Class 5 land is capable of producing cultivated perennial forage crops and specially adapted crops. Soil and climate conditions severely limit capability.
Class 6	Class 6 land is important in its natural state as grazing land. These lands cannot be cultivated because of soil or climate limitations.
Class 7	Class 7 land has no capability for soil-bound agriculture.

SOURCE: Adapted from Kenk and Cotic (1983)



Bastin Pit (No. 1471) Agricultural Soils Assessment
4 Methods
 September 28, 2023

Table 4.3 Agriculture Capability Subclass Descriptions

Subclass	Description
A	Soil moisture deficiency
C	Adverse climate (excluding precipitation)
D	Undesirable soil structure
E	Erosion
F	Low fertility
I	Inundation (e.g., flooding by streams)
N	Salinity
P	Stoniness
R	Shallow soil over bedrock or bedrock outcroppings
T	Topography
W	Excess water (groundwater)
SOURCE: Adapted from Kenk and Cotic (1983)	



Bastin Pit (No. 1471) Agricultural Soils Assessment**5 Results**

September 28, 2023

5 Results

The results of the soil survey and sampling analysis, and agricultural land capability classification are presented in this section.

The assessment area, land use, soil inspection sites, SMUs, and agricultural capability are shown on Figure 1. Site photos are provided in Appendix A. Detailed soil profile descriptions are provided in Appendix B.1 and soil sample data are presented in Appendix B.2. Chemical and physical laboratory results and certificates of analysis are provided in Appendix C.

5.1 Current Land Use

The current land use of the proposed Pit is pasture, forested, wetland, and previous farm disturbance (e.g., farmyard, buildings, roads, laydowns) and borrow pit activities on private land. The proposed Pit consists of approximately 25.8 ha, including 9.3 ha of pasture, 8.6 ha of forested, and 1.1 ha of wetland. The remaining land use is disturbed to varying degrees and includes 3.2 ha from gravel pit (no topsoil), 1.7 ha from previous disturbance (no topsoil), and 1.9 ha of farmyard (discontinuous topsoil). Photos depicting typical site conditions of each land use of the proposed Pit are provided in Appendix A.

5.2 Soil Survey

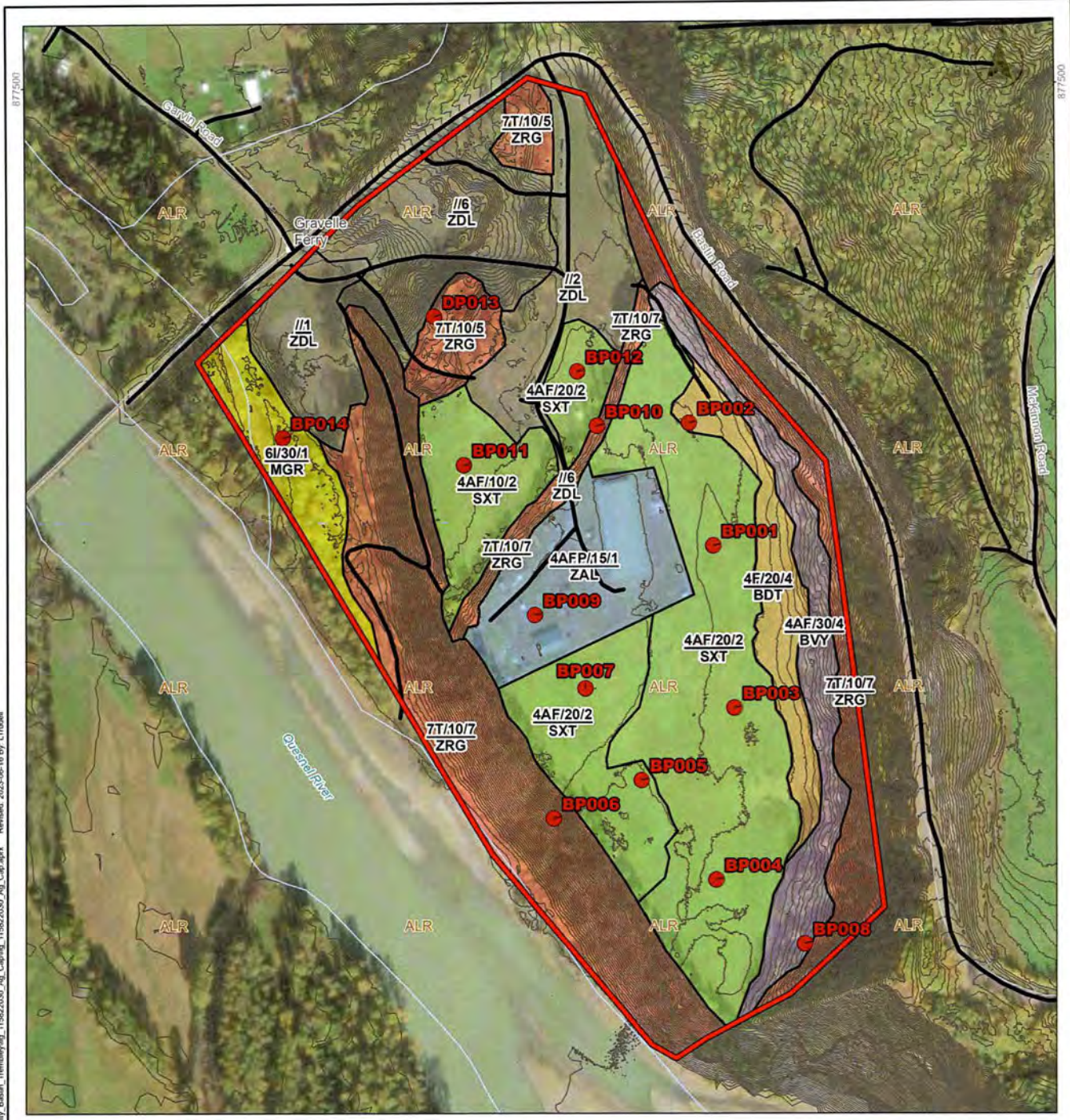
Fourteen detailed soil inspection sites were completed during the May 16 - 17, 2023 soil survey. Details of each soil inspection site are summarized in Appendix B. The spatial location of the fourteen inspections is shown in Figure 1.

5.3 Soil Laboratory Analysis

Seven soil samples were collected from two soil inspection sites (BP004 and BP008) within the proposed Pit. Soil inspection site samples collected from site BP004 included the Ap horizon (topsoil), Bm horizon (subsoil), C horizon (parent material). Samples collected from site BP008 included the LFH horizon, Ae horizon (topsoil), Bt horizon (subsoil) and C horizon.

Lab results in combination with the field data are used to support soil classification and determine agricultural land capability. The laboratory results are summarized in Appendix C.



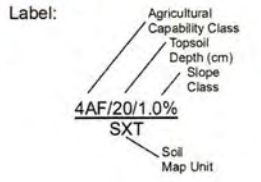


I:\06183_P84\0511\Workgroup\1222\proj\115822030\fig\areports\agricultural_capability_bastin_hill\115822030_ag_cap.fig - 115822030_ag_cap.aprx - Revised: 2023-06-16 By: LTrudel

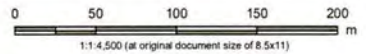


Notes
 1. Coordinate System: NAD 1983 BC Environment Albers
 2. Data Sources: DataBC, Government of British Columbia, Natural Resources Canada
 3. Imagery Source: ESRI World Imageru

- Local Street
- Road/Trail
- Contour (1 m)
- Watercourse
- Waterbody
- Agriculture Land Reserve



- Pit Boundary
- Survey Data Locations
- Soil Map Unit
 - BDT
 - BVY
 - MGR
 - SXT
 - ZAL
 - ZDL
 - ZRG



Project Location: Gravelly Ferry, British Columbia
 Project Number: 115822030
 Prepared by: LTRUPELL on 20230607
 Requested by: BANGELSTAD on 20230607

Client/Project/Report
 Ministry of Transportation and Infrastructure

Figure No. 1

Title
**Agricultural Capability Mapping
 Bastin Hill**

Disclaimer: Stantec assumes no responsibility for data supplied in electronic format. The recipient accepts full responsibility for verifying the accuracy and completeness of the data. The recipient releases Stantec, its officers, employees, consultants and agents, from any and all claims arising in any way from the content or provision of the data.

DRAFT

Bastin Pit (No. 1471) Agricultural Soils Assessment**5 Results**

September 28, 2023

5.4 Soil Map Unit

The dominant soils observed under agricultural use (pasture) within the proposed Pit were categorized as Saxton (SXT), which are dominantly Orthic Eutric Brunisols developed on well-drained fluvial material. Saxton soils were observed to have a poor contrast between the topsoil and subsoil making it difficult to see the colour change between topsoil and upper subsoil. The range of topsoil thickness observed across the site was between 9 centimetres (cm) and 22 cm with the average of depth of 16 cm thickness.

Miscellaneous Regosols (ZRG) were mapped in forested areas on both simple and complex slopes that are strong to very strong. These shallow soils are Orthic Regosols and have thin topsoil with poor colour change between the topsoil and subsoil. Topsoil salvage in this SMU may not be feasible in all areas due to operational constraints of heavy equipment working on strong to very strong slopes.

Beaverley (BVY) soils are Orthic Gray Luvisols developed on moderately well drained glaciolacustrine parent material. The topsoil thickness was observed at 30 cm with a good colour change between the topsoil and subsoil. These soils can be salvaged to the colour change between the topsoil (LFH and A horizon or A horizon) and upper subsoil (B horizon).

Bednesti (BDT) soils are Brunisolic Gray Luvisols that are developed on fluvial veneers over glaciolacustrine parent material. The topsoil thickness was observed at 20 cm with a good colour change between the topsoil and subsoil. These soils can be salvaged to the colour change between the topsoil (LFH and A horizon or A horizon) and upper subsoil (B horizon).

McGregor gleyed (MGRgl) soils are Gleyed Cumulic Regosols developed on imperfect to poorly drained fluvial parent material. Gleyed Cumulic Regosols have buried Ah or O horizons from intermittent flooding and sediment deposition. These soils were mapped in the northwest corner of the proposed pit under wetland landuse. The topsoil salvage thickness is 30 cm.

The remaining soils mapped within the proposed Pit have been previously disturbed. Land surrounding the farmyard has been mapped as abandoned land (ZAL). It was observed that there is intermittent topsoil remaining in some disturbed areas and intact soil in these disturbed areas have properties of the SXT SMU. Areas with previous disturbance and no topsoil make up the remainder of the SMU and have been mapped as previous disturbance (ZDL). Photographs of soil inspection sites are provided in Appendix A.



Bastin Pit (No. 1471) Agricultural Soils Assessment
5 Results
September 28, 2023

Table 5.1 Soil Map Units Summary for the Proposed Pit

Soil Map Unit Symbol	Slope Class	Inspection Sites	Dominant Soil Subgroup	Parent Material	Topsoil Texture	Area* (ha)	Area* (%)
SXT	2	BP001, BP003, BP004, BP005, BP007, BP011, BP012	Orthic Eutric Brunisol	Fluvial	loamy sand – sandy loam	7.1	31.6
ZRG	5-7	BP006, BP010, BP013	Orthic Regosol	Fluvial	loamy sand	6.2	27.4
BVY	4-6	BP008	Orthic Gray Luvisol	Glaciolacustrine	silt loam	1.3	5.8
BDT	4	BP002	Brunisolic Gray Luvisol	Fluvial veneer over Glaciolacustrine	loamy sand	1.0	4.3
MGRgl	1	BP014	Gleyed Cumulic Regosol	Fluvial	fine sandy loam	0.9	4.1
ZAL	1	BP009	N/A	Fluvial	loamy sand	1.7	7.5
ZDL	1, 2, 6	N/A	N/A	N/A	N/A	4.3	19.1
TOTAL						22.4	100.0
*May not sum due to rounding							

5.5 Agricultural Land Capability

Agricultural land capability ratings were assigned to each SMU within the proposed Pit. SXT and BVY have an unimproved 4AF rating and are limited by soil moisture deficit (A) and fertility (F). These limitations are primarily for the coarse texture (loamy sand) in the upper profile of the soils. At the eastern and western perimeter of the proposed pit, unimproved agricultural land capability is rated 7T for the ZRG SMU due to the presence of strong to very strong slopes (up to 40% slope gradient). BDT have an unimproved rating of 4F and is limited by fertility. MGRgl have a rating of 6I as they are limited by frequent overflow and flooding during the growing season. ZAL have a rating of 4AFP are limited by soil moisture, fertility and coarse fragments.

A summary of agricultural land capability classifications is presented in Table 5. 2. The details of agricultural land capability ratings are based on horizon and site data (Appendix B), and laboratory analytical data (Appendix C).



Table 5.2 Agricultural Land Capability Ratings for SMUs within the Proposed PI

Map Unit	SMD		Adverse Climate	Structure		Erosion	Fertility		Inundation		Salinity	Stoniness		Soil Depth	Topography	Excess Water		Permafrost	Final Rating (U)	Final Rating (I)	Area (ha) ^a	Area (%) ^b	
	U	I		U	I		U	I	U	I		U	I			U	I						U
BDT	3	1	1	1	1	1	4	1	1	1	1	1	1	1	2	1	1	1	4F	2T	1.0	4.3	
BVY ^c	4	1	1	3	3	1	4	1	1	1	1	1	1	1	3	1	1	1	4AF	3DT	1.3	5.8	
MGRqI	4	1	1	1	1	1	4	1	6	1	1	1	1	1	1	1	5	1	6I	1	0.9	4.1	
SXT ^c	4	1	1	1	1	1	4	1	1	1	1	3	2	1	1	1	1	1	4AF	2P	7.1	31.6	
ZAL	4	1	1	1	1	1	4	1	1	1	1	4	3	1	1	1	1	1	4AFP	3P	1.7	7.5	
ZRG	4	1	1	1	1	5	4	1	1	1	1	4	3	1	7	1	1	1	7T	7T	6.2	27.4	
ZDL	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	4.3	19.1
TOTAL																					22.4	100.0	

NOTES:
 U = Unimproved rating
 I = Improved Rating
 NR = Not rated
^aMay not sum due to rounding



6 Recommendations For Soil Conservation

The soil handling is based on the soil survey information for the proposed Pit. Table 5.2 presents the soil map units and their associated land capability ratings within the proposed Pit expansion. Topsoil stripping and storage will occur based on the topsoil type and cover soil thickness in the soil map unit and should be verified and approved by a qualified professional during soil handling activities.

The colour change between topsoil and upper subsoil within the BDT and BVY SMU is distinct. These soils should be stripped to colour change. The colour change between topsoil and subsoil within the SXT, MGRgl, ZRG, and ZAL is poor. It is recommended that soils be stripped to the depth presented in Table 6.1 in order to retain the plough layer for agricultural use. The estimated volume of topsoil for the proposed Pit is 16,585 cubic metres (m³), including an estimated 500 m³ existing topsoil/subsoil stockpile within the existing disturbed gravel pit and 50% of volume of topsoil remaining with the farmyard.

6.1 Soil Salvage Mitigations

Topsoil will be salvaged, stored onsite, and subsequently replaced separately from subsoil and overburden. Salvaged soil will be stored in designated stockpiles or windrows for replacement during reclamation.

In addition to the methods and strategies detailed above, a variety of best management practices and mitigation measures will be implemented such that soils are handled and stored properly during the salvage phases. Proposed best management practices and mitigations include:

- Plan construction operations to reduce the number of times and distances that salvaged soils are moved.
- Salvage the total thickness of topsoil to a maximum depth as indicated in Table 6.1
- Where there is poor colour separation between topsoil and subsoil, identify subsoil by texture and structure for any site-specific adjustments to depth.
- If topsoil is stripped during frozen conditions, proper equipment (i.e., frozen topsoil cutter, grinder or equivalent) will be used to reduce mixing of topsoil and subsoil in order to maintain the equivalent land capability.
- Topsoil or upper surface material will not be salvaged under extremely windy or rainy conditions.
- Wet conditions will be avoided when possible, during topsoil/overburden material salvage operations.
- Equipment traffic will be controlled during soil salvage to limit admixing, compaction and rutting.
- Equipment traffic will be confined to established routes to avoid unnecessary compaction and rutting of soil in undisturbed areas.
- Soil handling will be suspended if the site becomes so wet or windy that stripping operations are causing severe rutting, compaction, admixing, or wind erosion.



Bastin Pit (No. 1471) Agricultural Soils Assessment
 Section 6 Recommendations For Soil Conservation
 September 28, 2023

- Remove large stones or cobbles during salvage operation, where practical.

Table 6.1 Soil Handling Description for SMUs

Soil Map Unit	Slope Class	Topsoil/ Subsoil Colour Transition	Estimated Salvage Depth (cm)	Approximate Area of Soil Map Unit (ha)	Estimated Topsoil Volume (m ³)	Soil Handling
SXT	2	Poor – Strip to Depth	10 – 20	7.1	13,164	Salvage depth will be to 10 or 20 cm (target average depth of 15 cm). Salvaged soil will be stored in stockpiles for future reclamation use.
ZRG	5-7	Poor - Strip to Depth	10	6.2	6,153	Salvage depth will be to 10 cm. Overstrip as required to achieve 10 cm salvage depth. Soil salvage may not be operationally feasible on steep slopes. Salvaged soil will be stored in stockpiles for future reclamation use.
BVY	4	Good - Strip to Colour change	30	1.3	3,939	Salvage depth will be to 30 cm. Strip topsoil to colour change between topsoil and subsoil. Salvaged soil will be stored in stockpiles for future reclamation use.
BDT	4	Good - Strip to Colour change	20	1.0	1,941	Salvage depth will be to 20 cm. Strip topsoil to colour change between topsoil and subsoil. Salvaged soil will be stored in stockpiles for future reclamation use.
MGRgl	1	Poor - Strip to Depth	30	0.9	2,786	Salvage depth will be to 30 cm. Strip overlying C horizon with buried Ah or O horizon. Salvaged soil will be stored in stockpiles for future reclamation use.
ZAL	1	Poor - Strip to Depth	15	1.7	1,266	Volume estimate assumes 50% of the farmyard has topsoil remaining and 50% is disturbed with no topsoil.
ZDL	1,2,6	-	-	4.3	500	Estimated 500 m ³ of coversoil stockpiled or windrowed in the existing borrow pit at the north end of the proposed Pit.
Total				22.4	16,585	
NOTES: Totals may not sum due to rounding						



6.2 Erosion and Sediment Control

Erosion controls will be established to prevent the loss of soil during preparation and use of the proposed Pit. Mitigation to prevent soil erosion will be implemented, as warranted, where soils are cleared of vegetation and left in place, replaced for reclamation, and on soil stockpiles before replacement. With the appropriate mitigation in place, erosion risk is expected to be limited during pit development.

Mitigation measures for erosion and sediment control are as follows:

- Erosion controls will be established to prevent the loss of soil during preparation and use of the proposed Pit.
- Sediment retention measures will be used to reduce the delivery of sediment to surface waterbodies (e.g., Quesnel River).
- Following the salvage of the topsoil, if warranted, stockpiles will be stabilized using either water to reduce wind erosion or a suitable tackifier to reduce wind/water erosion. Topsoil stockpiles will be revegetated as soon as possible.
- Any visible evidence of slope movement, slumping, subsidence, or tension cracks should be repaired immediately.

The effectiveness of the erosion control measures will be monitored, and remedial work will be implemented, where warranted. These remedial measures may include:

- Shutting down soil handling or Pit development at the affected location until the risk of erosion has been reduced or the weather conditions improve.
- Installing sediment fences throughout the proposed Pit and along drainages.
- Installing wind fences.
- Inspecting all temporary sediment control structures on a regular basis and following precipitation events and snowmelt. Make repairs immediately, where warranted.

6.3 Weed Control

Weed occurrences requiring control are defined under the *Weed Control Act*. The publicly available document *Guide to Weeds in British Columbia* (Province of British Columbia 2002a) will be used as a general reference tool to assist in the identification of noxious weeds. Noxious weed management planning for the proposed Pit will incorporate guidelines outlined in the publication: *Seven Steps to Managing Your Weeds* (Province of British Columbia 2002b) and will include inventorying weeds and selecting weed management strategies. Project specific mitigation for weeds include the following measures:

- Clean equipment prior to arriving at the site clean so that it is free of soil or vegetative debris. Equipment should be inspected and deemed to be in appropriate condition before use at the proposed Pit.



Bastin Pit (No. 1471) Agricultural Soils Assessment
Section 6 Recommendations For Soil Conservation
September 28, 2023

- Any equipment which arrives in an unacceptable condition will not be allowed on the site until after it has been cleaned.
- Monitor topsoil piles for weed growth and implement corrective measures (e.g., mowing, hand pulling) to avoid infestation, when warranted.
- Implement manual and/or mechanical weed controls.
- Avoid placing vehicles, equipment, and construction material in areas infested with noxious weeds.
- Restrict the general application of herbicide near sensitive resources. Spot spraying, wicking, mowing, or hand-picking are acceptable measures for weed control in these areas.
- If herbicides are deemed necessary to control the spread of weeds, adhere to the BC *Integrated Pest Management Act* and regulation, with appropriate approvals.



7 Reclamation Planning

The proposed Pit will be restored to the current land use following reclamation of the proposed Pit. The preliminary reclamation plan and mitigations address post development site decommissioning, reclamation, and mitigation to maintain the proposed Pit for agricultural use and to restore the proposed Pit to the equivalent land capability identified in the pre-construction agricultural land rating assessment for this site (Sections 4 and 5). Reclamation will be completed in accordance with the *Reclamation Plans for Aggregate Extraction* ALC Policy P-13 (ALC 2021).

7.1 Subgrade Preparation

The site contours and final grade will maintain similar elevations and site drainage as pre-disturbance. The final contours will allow for equivalent land capability as identified in the pre-disturbance assessment under the topography subclass in Section 5.5. Mitigations for subgrade preparation include:

- If backfill is used during regrading and contouring, it must be of mineral origin and maintain similar soil characteristics (e.g., coarse fragments, texture, salinity, sodicity) within the upper 1 m as pre-disturbance soils.
- Concrete, demolition waste, asphalt, glass, synthetic polymer, treated wood, unchipped lumber may not be used during backfill.
- Final contours of the subgrade must conform to the surrounding landscape.
- Check that surface drainage is consistent with the original natural drainage patterns, directions, and capacity, or is compatible with the surrounding landscape.
- Recontouring is guided by ALC Policy P-13 (ALC 2021) where maximum slopes should not exceed 3.5H:1V (horizontal to vertical); however, recontouring will be dependent on site topography. Agricultural land capability at pre-disturbance conditions is rated as 7T (i.e., no capability for soil bound agriculture due to topography) due to strong to very strong slope gradients (>15% to 45%; SCWG 1998). Increasing slope gradients (i.e., 2H:1V) along the eastern, southern, and western project perimeters, where feasible, will allow for an increase in the area of more level terrain that is better suited for agriculture use. Access to this more level terrain on the recountoured land can be established from the north.
- If compaction occurs during backfilling, grading and contouring the subgrade should be plowed/ripped to a minimum depth of 60 cm in two directions at right angles to alleviate compaction.
- If soils are moist, postpone plowing/ripping subsoils until soils dry to prevent soil fracture when plowed/ripped.

7.2 Soil Replacement

Soil replacement at the proposed Pit will occur following the completion of borrow pit extraction. After the proposed Pit is no longer required it will be decommissioned and reclaimed. Soil will be replaced on the proposed Pit implementing the following mitigations:



Bastin Pit (No. 1471) Agricultural Soils Assessment
Section 7 Reclamation Planning
 September 28, 2023

- Topsoil should be spread uniformly to maintain equivalent pre-disturbance depths.
- Postpone replacement of topsoil during wet conditions to prevent erosion or damage to the soil structure.
- Re-grade areas with vehicle ruts or erosion gullies.
- Re-grade areas of rutted mineral subsoil/subgrade before topsoil is replaced.
- Smooth and level the ripped subsoil/subgrade surface to prevent admixing of subsoil/subgrade and topsoil when the topsoil or subsoil material is replaced.
- Replace salvaged soil (i.e., topsoil/subsoil) to pre-construction contours, where practical, and to uniform depth.
- Delay topsoil replacement until soils are not frozen.
- In areas where the topsoil or subsoil is in place and compaction is believed to be an issue then, use special equipment, such as a para-tiller, to relieve compaction with reduced potential for admixing.

7.3 Revegetation

The seedbed should be prepared following topsoil replacement and seeded with an appropriate agronomic/ pasture seed mix. Cover crops should be included in the seeding on slopes to reduce erosion and fertilizer should be applied at the time of seeding. The application rate, type of seed mix and fertilizer should be determined by a qualified professional in consultation with the landowner. If areas are returning to forested land use, natural recovery is the preferred method of reclamation. Additionally, the following measures for revegetation should be applied.

- Seed as close as practical after topsoil replacement and seedbed preparation, pending seasonal and weather conditions.
- Till the seedbed just prior to seeding to limit the time in which the soil surface will be exposed to water and wind.
- Till under moist soil conditions; not excessively wet or powdery dry.
- Use suitable equipment for seedbed preparation based on soil conditions.
- Till soil perpendicular to the slopes to reduce the runoff velocity and potential for erosion
- Acquire certificates of analysis for all seed mixes
- Apply seed using a rangeland drill or equivalent. Use broadcast application on steep terrain, fence lines, road ditches, and where deemed the preferred method.
- Restrict vehicle access over newly seeded areas.
- Fertilizer rates will be based on soil testing following soil replacement.
- Seed mixes must not increase the frequency or distribution of weed species on the proposed Pit or surrounding ground.
- Weed control may include reseeding, tilling, mowing, mulching, or herbicide application.



8 Monitoring and Closure

Following reclamation and revegetation, the establishment of vegetation cover will be inspected until equivalent land capability is confirmed, and appropriate conditions specified in the ALC authorization are met. Remedial actions (e.g., reseeded, decompaction and regrading) will be undertaken as deemed required by a qualified professional through these inspections.

A closure report will be submitted to the ALC upon completion of reclamation and revegetation to confirm agricultural capability has been restored. The report will be completed by a qualified professional after the second full growing season. Specific requirements of the closure report will be outlined in the conditions of the ALC authorization.



9 References

- Agricultural Land Commission (ALC). 2017. Criteria for Agricultural Capability Assessments. Policy P-10. October 2017.
- Agricultural Land Commission (ALC). 2021. Reclamation Plans for Aggregate Extraction. Policy P-13. April 2021.
- BC MOE (British Columbia Ministry of Environment). 1981. Climatic Capability Classification for Agriculture in British Columbia. Prepared by Climatology Unit Air Studies Branch. Victoria, BC.
- BC MOE & BC MOFR (British Columbia Ministry of Environment and British Columbia Ministry of Forests and Range). 2010. Field Manual for Describing Terrestrial Ecosystems. Second edition. Victoria: BC MOE Resources Inventory Branch and BC MOFR Research Branch.
- Government of British Columbia Resource Inventory Committee. 1995. Soil Inventory Methods for British Columbia. Available at: https://www2.gov.bc.ca/assets/gov/environment/natural-resource-stewardship/nr-laws-policy/risc/soil_inv_methodsbc.pdf. Accessed September 2019.
- Gregorich, E.G., L.W. Turchenek, M.R. Carter and D.A. Angers. 2001. Soil and environmental science dictionary. CRC Press, Boca Raton, FL.
- Integrated Pest Management Act. Revised Statutes of British Columbia (2003, C-58). Accessed at: https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/00_03058_01. Accessed May 2023.
- Kenk, E., and I. Cotic. 1983. Land Capability Classification for Agriculture in BC. Surveys and Resource Mapping Branch, Ministry of Environment and Soils Branch, Ministry of Agriculture and Food. MOE Manual 1. Kelowna, BC.
- Lord, T.M. and Mackintosh, E.E. 1982. Soils of the Quesnel Area, British Columbia. Report No. 31 of the British Columbia Soil Survey. Victoria, BC.
- Mapping Systems Working Group. 1981. A Soil Mapping System for Canada: revised. Land Resource Research Institute, Contribution No. 142. Ottawa: Agriculture Canada.
- Province of British Columbia. 2002a. Guide to Weeds in British Columbia. British Columbia Ministry of Agriculture, Food, and Fisheries. Burnaby, BC. Available at: <https://www2.gov.bc.ca/assets/gov/environment/plants-animals-and-ecosystems/invasive-species/guidance-resources/guidetoweeds.pdf>. Accessed September 2023.



Bastin Pit (No. 1471) Agricultural Soils Assessment
Section 9 References
September 28, 2023

Province of British Columbia. 2002b. Seven Steps to Managing Your Weeds. British Columbia Ministry of Agriculture, Food, and Fisheries. Burnaby, BC. Available at: <https://www2.gov.bc.ca/assets/gov/environment/plants-animals-and-ecosystems/invasive-species/guidance-resources/7stepstomanagingyourweeds.pdf>. Accessed September 2023.

Resources Inventory Committee. 1995 Soil Inventory Methods for British Columbia.

SCWG (Soil Classification Working Group). 1998. Canadian System of Soil Classification. Agriculture and Agri-Food Canada. Available at: <http://sis.agr.gc.ca/cansis/taxa/cssc3/index.html>. Accessed September 2023.

Weed Control Act, Revised Statutes of British Columbia (1996, C-487). Accessed at: [Weed Control Act \(gov.bc.ca\)](#). Accessed May 2023.



Bastin Pit (No. 1471) Agricultural Soils Assessment
September 28, 2023

Appendices



Bastin Pit (No. 1471) Agricultural Soils Assessment
Appendix A Photographs
September 28, 2023

Appendix A Photographs



Bastin Hill Pit Agricultural Soils Assessment
Appendix A Photographs
September 28, 2023

Photo A.1 Site BP001 - View South



Photo A.2 Site BP001 – Pit – Saxton SMU: Orthic Sombric Brunisol with 15 cm topsoil (Ap) depth



Bastin Hill Pit Agricultural Soils Assessment
Appendix A Photographs
September 28, 2023

Photo A.3 **Site BP002 – View South**



Photo A.4 **Site BP002 – Pit – Bednesti SMU: Brunisolic Gray Luvisol with 15 cm topsoil (Ap) depth**



Bastin Hill Pit Agricultural Soils Assessment
Appendix A Photographs
September 28, 2023

Photo A.5 **Site BP003 – View West**



Photo A.6 **Site BP003 – Pit – Saxton SMU: Orthic Eutric Brunisol with 11 cm topsoil (Ap) depth**



Bastin Hill Pit Agricultural Soils Assessment
Appendix A Photographs
September 28, 2023

Photo A.7 **Site BP004 – View North**



Photo A.8 **Site BP004 – Pit – Saxton SMU Orthic Eutric Brunisol with 15 cm topsoil (Ap) depth**



Bastin Hill Pit Agricultural Soils Assessment
Appendix A Photographs
September 28, 2023

Photo A.9 Site BP005 – View North



Photo A.10 Site BP005 – Pit – Saxton SMU Orthic Eutric Brunisol with 22 cm topsoil (Ap) depth



Bastin Hill Pit Agricultural Soils Assessment
Appendix A Photographs
September 28, 2023

Photo A.11 Site BP006 – View West



Photo A.12 Site BP006 – Pit – Misc. Regosol Orthic Regosol



Bastin Hill Pit Agricultural Soils Assessment
Appendix A Photographs
September 28, 2023

Photo A.13 Site BP007 – View East



Photo A.14 Site BP007 – Pit – Saxton SMU Orthic Eutric Brunisol with 22 cm topsoil (Ap) depth



Bastin Hill Pit Agricultural Soils Assessment
Appendix A Photographs
September 28, 2023

Photo A.15 Site BP008 – View West



Photo A.16 Site BP008 – Pit – Beaverley Orthic Gray Luvisol with 30 cm topsoil (LFH +Ae) depth



Bastin Hill Pit Agricultural Soils Assessment
Appendix A Photographs
September 28, 2023

Photo A.17 **Site BP009 – View North**



Photo A.18 **Site BP009 – Pit - ZAL SMU with 15 cm topsoil (Ap) depth**



Bastin Hill Pit Agricultural Soils Assessment
Appendix A Photographs
September 28, 2023

Photo A.19 Site BP010 – View South



Photo A.20 Site BP010 – Pit – ZRG SMU Orthic Regosol



Bastin Hill Pit Agricultural Soils Assessment
Appendix A Photographs
September 28, 2023

Photo A.21 Site BP011 – View North



Photo A.22 Site BP011 – Pit – Saxton SMU Orthic Eutric Brunisol with 9 cm topsoil (Ap) depth



Bastin Hill Pit Agricultural Soils Assessment
Appendix A Photographs
September 28, 2023

Photo A.23 **Site BP012 – View North**



Photo A.24 **Site BP012 – Pit – Saxton SMU Orthic Eutric Brunisol with 20 cm topsoil (ABp) depth**



Bastin Hill Pit Agricultural Soils Assessment
Appendix A Photographs
September 28, 2023

Photo A.25 Site BP013 - View South



Photo A.26 Site BP013 – Pit – ZRG SMU Orthic Regosol



Bastin Hill Pit Agricultural Soils Assessment
Appendix A Photographs
September 28, 2023

Photo A.27 Site BP014 – View East



Photo A.28 Site BP014 – Pit – McGregor gleyed SMU – Gleyed Cumulic Regosol with 30 cm salvage depth



Bastin Pit (No. 1471) Agricultural Soils Assessment
Appendix B Soil Profile and Sample Sites Information
September 28, 2023

Appendix B Soil Profile and Sample Sites Information



Bastin Pit (No. 1471) Agricultural Soils Assessment
 Appendix B Soil Profile and Sample Sites Information
 September 28, 2023

B.1 Soil Profile Descriptions

Site Number	Horizon	Depths (cm)	Texture	Structure	Consistence	Colour	Mottles	Coarse Fragments (% vol)	Drainage	Effective Rooting Depth (cm)
BP001	Ap	0 - 15	LS	W/ F/GR	Very Friable/Moist	10YR/ 3/2	-	5/ Coarse gravel	Well	30
	Bm	15 - 33	LS	Single Grain	Very Friable/Moist	2.5Y/ 4/3	-	20/ Cobble /Gravel		
BP002	C	33 - 100	S	Single Grain	Loose/Moist	10YR/ 3/4	-	20/ Gravel	Well	30
	Ap	0 - 15	LS	W/ F/GR	Very Friable/Moist	10YR/ 3/2	-	1/ Gravel		
	Bm	15 - 48	LCoS	W/ M/PL	Very Friable/Moist	2.5Y/ 4/3	-	1/ Gravel		
	Blj	48 - 69	SIL	W/ M/SBK	Friable/Moist	2.5Y/ 4/2	-	-		
	BC	69 - 90	SiC	M/ M/M/A	Friable/Moist	10YR/ 4/4	-	-	Well	30
	lIC	90 - 100	LS	Single Grain	Loose/Moist	2.5YR/ 4/2	-	20/ Gravel		
BP003	Ap	0 - 11	LS	W/ F/GR	Very Friable/Moist	10YR/ 3/3	-	10/ Gravel		
	Bm	11 - 35	LS	Single Grain	Very Friable/Moist	10YR/ 4/4	-	35/ Gravel/Cobble		
	C	35 - 40	CoS	Single Grain	Loose/Moist	10YR/ 4/2	-	40/ Coarse gravel /Fine gravel	Well	25
	Ap	0 - 15	SL	W/ F/GR	Very Friable/Moist	10YR/ 3/2	-	2/ Gravel		
BP004	Bm	15 - 31	L	W/ M/PL	Very Friable/Moist	10YR/ 4/4	-	2/ Gravel		
	C	31 - 70	SL	Single Grain	Loose/Moist	10YR/ 4/3	-	2/ Gravel		
	C2	70 - 75	S	Single Grain	Loose/Moist	10YR/ 4/2	-	40/ Gravel	Well	30
	Ap	0 - 22	LFS	W/ F/GR	Very Friable/Moist	10YR/ 3/3	-	5/ Coarse gravel		
BP005	Bm	22 - 48	FS	W/ M/SBK	Friable/Moist	10YR/ 4/3	-	10/ Gravel	Well	25
	C	48 - 100	S	Single Grain	Loose/Moist	2.5YR/ 4/3	-	5/ Gravel		



Bastin Pit (No. 1471) Agricultural Soils Assessment
 Appendix B Soil Profile and Sample Sites Information
 September 28, 2023

Site Number	Horizon	Depth s (cm)	Texture	Structure	Consistence	Colour	Mottles	Coarse Fragments (% vol)	Drainage	Effective Rooting Depth (cm)
BP006	LF	3 - 0	-	-	-	-	-	-	-	-
	C	0 - 100	LS	/ F/GR	Very Friable/Moist	10YR/ 4/4	-	20/ Gravel/Cobble	Well	35
BP007	Ap	0 - 20	LS	W/ M/GR	Very Friable/Moist	10YR/ 3/3	-	10/ Gravel/Cobble		
	Bm	20 - 35	LS	W/ F/SBK	Very Friable/Moist	7.5YR/ 3/3	-	10/ Gravel		
	C	35 - 65	S	Single Grain	Loose/Moist	7.5YR/ 4/3	-	30/ Gravel	Well	30
BP008	LFH	7 - 0	-	-	-	-	-	-	-	-
	Ae	0 - 23	Sil	W/ M/PL	Friable/Moist	10YR/ 4/3	-	2/ Gravel		
	Bt	23 - 58	SIC	M/ F/SBK	Firm/Moist	10YR/ 4/2	-	2/ Gravel		
	C	58 - 100	Sil	/ F/MA	Firm/Moist	2.5Y/ 4/3	-	10/ Gravel	Moderately Well	25
BP009	Ap	0 - 14	LS	W/ F/GR	Very Friable/Moist	7.5YR/ 3/2	-	10/ Medium gravel		
	Bm	14 - 32	S	Single Grain	Loose/Moist	7.5YR/ 4/4	-	10/ Fine gravel		
	C	32 - 50	S	Single Grain	Loose/Moist	2.5Y/ 3/4	-	50/ Fine gravel	Well	25
BP010	Bm	0 - 2	LS	Single Grain	Loose/Moist	10YR/ 3/3	-	20/ Coarse gravel		
	C	2 - 40	CoS	Single Grain	Loose/Moist	2.5Y/ 4/3	-	40/ Coarse gravel /Fine gravel	Well	20
	Ap	0 - 9	LS	W/ F/GR	Very Friable/Moist	10YR/ 3/3	-	2/ Coarse gravel		
BP011	Bm	9 - 30	LS	Single Grain	Very Friable/Moist	7.5YR/ 4/4	-	10/ Medium gravel		
	C	30 - 40	CoS	Single Grain	Loose/Moist	7.5YR/ 3/2	-	60/ Fine gravel	Well	25



Bastin Pit (No. 1471) Agricultural Soils Assessment
Appendix B Soil Profile and Sample Sites Information
 September 28, 2023

Site Number	Horizon	Depth (cm)	Texture	Structure	Consistence	Colour	Mottles	Coarse Fragments (% vol)	Drainage	Effective Rooting Depth (cm)
BP012	ABp	0 - 20	LS	Single Grain	Very Friable/Moist	10YR/ 4/2	-	20/ Gravel/Cobble	Well	25
	C	20 - 60	LFS	Single Grain	Very Friable/Moist	10YR/ 4/2	-	20/ Gravel	Well	25
BP013	L	1 - 0	-	-	-	-	-	-	-	-
	C	0 - 50	LS	Single Grain	Very Friable/Moist	2.5YR/ 3/3	-	30/ Coarse gravel	Well	25
BP014	Cg	0 - 8	FSL	/ M/M/A	Slightly Sticky/Wet	GLE Y1/ 5/10Y	F/F/F	-	-	-
	Omb	8 - 19	-	-	-	-	-	-	-	-
	Cg	19 - 100	VFSL	/ M/M/A	Slightly Sticky/Wet	GLE Y1/ 5/10Y	C/M/D	-	Poor	35

Notes:

Texture:
 LS – loamy sand
 S – sand
 LCoS – loamy coarse sand
 SiL – silt loam
 SiC – silty clay
 CoS – coarse sand
 LFS – loamy fine sand
 FS – fine sand
 LVFS – loamy very fine sand

Structure:
 W – weak
 M – moderate

Class:
 F – fine
 M – medium

Kind:
 GR – granular
 PL – platy
 SBK – subangular blocky
 MA – massive

Mottles:
 Abundance:
 F – fine
 C – common
 Size:
 F – fine
 M – medium
 Contrast:
 F – faint
 D – distinct



Bastin Pit (No. 1471) Agricultural Soils Assessment
 Appendix B Soil Profile and Sample Sites Information
 September 28, 2023

B.2 Soil Descriptions

B.2.1 Saxton

Extent (ha/ %)	SXT: 7.1 ha / 31.6%				
Soil Classification	Orthic Eutric Brunisol				
Parent Material	Fluvial				
Dominant Texture (topsoil / subsoil) [†]	sandy loam - loamy sand / loam - sand				
Slope Class / Percent Slope Range	2 / 2 to 4%				
Drainage Class Range	Well				
Topsoil Depth	9 to 23 cm				
Land Use	Pasture				
Dominant Colour Transition (topsoil / subsoil) (distinct / indistinct) [†]	Very dark grayish brown, dark grayish brown / dark yellowish brown, brown (indistinct)				
PROFILE SITE: BP004 (SXT)[†]					
Horizon	Depth (cm)	Colour	Texture	Structure	Consistence
Ap	0-15	Very dark grayish brown	Sandy loam	Granular	Very friable
Bm	15-31	Dark yellowish brown	Loam	Subangular blocky	Very friable
C	31-70	Brown	Sandy loam	Single Grain	Loose
C2	70-75	Dark grayish brown	Sand	Single Grain	Loose
Notes:					
[†] Based on characteristics of individual soil inspections of the described soil series, rather than all soil inspections that occur within the mapped soil unit.					



Bastin Pit (No. 1471) Agricultural Soils Assessment
Appendix B Soil Profile and Sample Sites Information
 September 28, 2023

B.2.2 Misc. Regosol

Extent (ha/ %)	ZRG: 6.2 ha / 27.4%				
Soil Classification	Orthic Regosol				
Parent Material	Fluvial				
Dominant Texture (topsoil / subsoil) ¹	Loamy sand				
Slope Class / Percent Slope Range	7 / 32 to 40%				
Drainage Class Range	Well				
Topsoil Depth	10 cm overstrip				
Land Use	Forested				
Dominant Colour Transition (topsoil / subsoil) (distinct / indistinct) ¹	Dark brown, brown (indistinct)				
PROFILE SITE: BP006 (ZRG)¹					
Horizon	Depth (cm)	Colour	Texture	Structure	Consistence
LF	3-0	-	-	-	-
C	0-100	Brown	Loamy sand	Granular	Very friable
Notes:					
¹ Based on characteristics of individual soil inspections of the described soil series, rather than all soil inspections that occur within the mapped soil unit.					



Bastin Pit (No. 1471) Agricultural Soils Assessment
Appendix B Soil Profile and Sample Sites Information
 September 28, 2023

B.2.3 Beaverley

Extent (ha/ %)	BVY: 1.3 ha / 5.8%				
Soil Classification	Orthic Gray Luvisol				
Parent Material	Glaciolacustrine				
Dominant Texture (topsoil / subsoil) ¹	Silt loam / Silty clay				
Slope Class / Percent Slope Range	4-6 / 6-30%				
Drainage Class Range	Moderately well				
Topsoil Depth	30 cm				
Land Use	Forested				
Dominant Colour Transition (topsoil / subsoil) (distinct / indistinct) ¹	Brown / dark grayish brown (distinct)				
PROFILE SITE: BP008 (BVY)¹					
Horizon	Depth (cm)	Colour	Texture	Structure	Consistence
LFH	7-0	-	-	-	-
Ae	0-23	Brown	Silt loam	Platy	Friable
Bt	23-58	Dark grayish brown	Silty clay	Subangular blocky	Firm
C	58-100	Olive brown	Silt loam	Massive	Firm
Notes:					
¹ Based on characteristics of individual soil inspections of the described soil series, rather than all soil inspections that occur within the mapped soil unit.					



Bastin Pit (No. 1471) Agricultural Soils Assessment
Appendix B Soil Profile and Sample Sites Information
 September 28, 2023

B.2.4 Bednesti

Extent (ha/ %)	BDT: 1.0 ha / 4.3%				
Soil Classification	Brunisolic Gray Luvisol				
Parent Material	Glaciolacustrine/Fluvial				
Dominant Texture (topsoil / subsoil) ¹	Sandy loam, loamy sand / loamy coarse sand, silt loam				
Slope Class / Percent Slope Range	2-4 / 2-9%				
Drainage Class Range	Well to moderately well				
Topsoil Depth	15 cm				
Land Use	Pasture, Forested				
Dominant Colour Transition (topsoil / subsoil) (distinct / indistinct) ¹	Very dark grayish brown / brown, dark grayish brown (distinct)				
PROFILE SITE: BP002 (BDT)¹					
Horizon	Depth (cm)	Colour	Texture	Structure	Consistence
Ap	0-15	Very dark grayish brown	Loamy sand	Granular	Very friable
Bm	15-48	Brown	Loamy coarse sand	Platy	Very friable
Btj	48-69	Dark grayish brown	Silt loam	Subangular blocky	Friable
BC	69-90	Dark yellowish brown	Silty clay	Massive	Friable
IIC	90-100	Dark grayish brown	Loamy sand	Single Grain	Loose
Notes:					
¹ Based on characteristics of individual soil inspections of the described soil series, rather than all soil inspections that occur within the mapped soil unit.					



Bastin Pit (No. 1471) Agricultural Soils Assessment
Appendix B Soil Profile and Sample Sites Information
 September 28, 2023

B.2.5 McGregor-Gleyed

Extent (ha/ %)	MGRgl: 0.9 / 4.1%				
Soil Classification	Gleyed Cumulic Regosol				
Parent Material	Fluvial				
Dominant Texture (topsoil / subsoil) ¹	Fine sandy loam				
Slope Class / Percent Slope Range	1-2 / 0 - 2.5%				
Drainage Class Range	Imperfect - poor				
Topsoil Depth	30 cm				
Land Use	Forested (wetland)				
Dominant Colour Transition (topsoil / subsoil) (distinct / indistinct) ¹	Greenish gray (indistinct)				
PROFILE SITE: BP014 (MGRgl)¹					
Horizon	Depth (cm)	Colour	Texture	Structure	Consistence
Cg	0-8	Greenish gray	Fine sandy loam	Massive	Slightly sticky
Omb	8-19	-	-	-	-
Cg	19-100	Greenish gray	very fine sandy loam	massive	Slightly sticky
Notes:					
¹ Based on characteristics of individual soil inspections of the described soil series, rather than all soil inspections that occur within the mapped soil unit.					



Bastin Pit (No. 1471) Agricultural Soils Assessment
Appendix B Soil Profile and Sample Sites Information
 September 28, 2023

B.2.6 Abandoned Land

Extent (ha/ %)	ZAL: 1.7 ha / 7.5%				
Soil Classification	Orthic Eutric Brunisol, Disturbed Land				
Parent Material	Fluvial				
Dominant Texture (topsoil / subsoil) ¹	Loamy sand / sand				
Slope Class / Percent Slope Range	2 / 0.5 - 2.5 %				
Drainage Class Range	Rapid - Well				
Topsoil Depth	14 cm				
Land Use	Pasture, Disturbed Land				
Dominant Colour Transition (topsoil / subsoil) (distinct / indistinct) ¹	Very dark grayish brown / dark yellowish brown (indistinct)				
PROFILE SITE: BP009 (ZAL)¹					
Horizon	Depth (cm)	Colour	Texture	Structure	Consistence
Ap	0-14	Very dark grayish brown	Loamy sand	Granular	Very friable
Bm	14-32	Dark yellowish brown	Sand	Single grain	Loose
C	32-50	Dark yellowish brown	Sand	Single grain	Loose
Notes:					
¹ Based on characteristics of individual soil inspections of the described soil series, rather than all soil inspections that occur within the mapped soil unit.					



Bastin Pit (No. 1471) Agricultural Soils Assessment
Appendix C Soil Laboratory Report and Certificate of Analysis, Bureau Veritas Canada Inc.
September 28, 2023

**Appendix C Soil Laboratory Report and Certificate of
Analysis, Bureau Veritas Canada Inc.**



**Attention: Blair Angelstad**

STANTEC CONSULTING LTD
11-2042 Mills Road
Sidney, BC
CANADA V8L 5X4

Your Project #: 115822030
Site#: CRRP-BASTIN PIT
Site Location: 102003.256520R
Your C.O.C. #: G165029

Report Date: 2023/06/12
Report #: R3348923
Version: 3 - Final

CERTIFICATE OF ANALYSIS**BUREAU VERITAS JOB #: C336471**

Received: 2023/05/20, 09:00

Sample Matrix: Soil
Samples Received: 7

Analyses	Quantity	Date Extracted	Date Analyzed	Laboratory Method	Analytical Method
Cation/EC Ratio	6	N/A	2023/05/29		Auto Calc
Chloride (Soluble)	6	2023/05/27	2023/05/28	AB SOP-00033 / AB SOP-00020	SM 24-4500-Cl-E m
Conductivity @25C (Soluble)	6	2023/05/28	2023/05/28	AB SOP-00033 / AB SOP-00004	SM 23 2510 B m
Sum of Cations, Anions	6	N/A	2023/05/29		Auto Calc
Potassium (Available)	3	2023/06/05	2023/06/05	CAL SOP-00153 / AB SOP-00042	EPA 6010d R5 m
Moisture	1	N/A	2023/05/27	AB SOP-00002	CCME PHC-CWS m
Moisture	2	N/A	2023/05/28	AB SOP-00002	CCME PHC-CWS m
Available NO3 (N)	3	2023/05/24	2023/06/07		Auto Calc
Phosphorus (Available by ICP)	3	2023/06/05	2023/06/05	CAL SOP-00152 / AB SOP-00042	EPA 6010d R5 m
pH @25C (1:2 Calcium Chloride Extract)	6	2023/05/26	2023/05/26	AB SOP-00033 / AB SOP-00006	SM 23 4500 H+B m
Sodium Adsorption Ratio	6	N/A	2023/05/29		Auto Calc
Soluble Ions	6	2023/05/27	2023/05/28	AB SOP-00033 / AB SOP-00042	EPA 6010d R5 m
Sulphur (Available)	3	2023/06/05	2023/06/05	AB SOP-00029 / AB SOP-00042	EPA 6010d R5 m
Soluble Paste	6	2023/05/27	2023/05/27	AB SOP-00033	Carter 2nd ed 15.2 m
Soluble Ions Calculation	6	N/A	2023/05/26		Auto Calc
Total Organic Carbon LECO Method	3	N/A	2023/05/26	CAL SOP-00243	LECO 203-821-498 m
Texture by Hydrometer	1	N/A	2023/05/26	AB SOP-00030	Carter 2nd ed 55.3 m
Texture by Hydrometer	5	N/A	2023/05/27	AB SOP-00030	Carter 2nd ed 55.3 m
Texture Class	1	N/A	2023/05/26		Auto Calc
Texture Class	5	N/A	2023/05/27		Auto Calc
Theoretical Gypsum Requirement (1)	6	N/A	2023/05/29		Auto Calc

Remarks:

Bureau Veritas is accredited to ISO/IEC 17025 for specific parameters on scopes of accreditation. Unless otherwise noted, procedures used by Bureau Veritas are based upon recognized Provincial, Federal or US method compendia such as CCME, MELCC, EPA, APHA.



Your Project #: 115822030
 Site#: CRRP-BASTIN PIT
 Site Location: 102003.256520R
 Your C.O.C. #: G165029

Attention: Blair Angelstad
 STANTEC CONSULTING LTD
 11-2042 Mills Road
 Sidney, BC
 CANADA V8L 5X4

Report Date: 2023/06/12
 Report #: R3348923
 Version: 3 - Final

CERTIFICATE OF ANALYSIS

BUREAU VERITAS JOB #: C336471

Received: 2023/05/20, 09:00

All work recorded herein has been done in accordance with procedures and practices ordinarily exercised by professionals in Bureau Veritas' profession using accepted testing methodologies, quality assurance and quality control procedures (except where otherwise agreed by the client and Bureau Veritas in writing). All data is in statistical control and has met quality control and method performance criteria unless otherwise noted. All method blanks are reported; unless indicated otherwise, associated sample data are not blank corrected. Where applicable, unless otherwise noted, Measurement Uncertainty has not been accounted for when stating conformity to the referenced standard.

Bureau Veritas liability is limited to the actual cost of the requested analyses, unless otherwise agreed in writing. There is no other warranty expressed or implied. Bureau Veritas has been retained to provide analysis of samples provided by the Client using the testing methodology referenced in this report. Interpretation and use of test results are the sole responsibility of the Client and are not within the scope of services provided by Bureau Veritas, unless otherwise agreed in writing. Bureau Veritas is not responsible for the accuracy or any data impacts, that result from the information provided by the customer or their agent.

Solid sample results, except biota, are based on dry weight unless otherwise indicated. Organic analyses are not recovery corrected except for isotope dilution methods.

Results relate to samples tested. When sampling is not conducted by Bureau Veritas, results relate to the supplied samples tested.

This Certificate shall not be reproduced except in full, without the written approval of the laboratory.

Reference Method suffix "m" indicates test methods incorporate validated modifications from specific reference methods to improve performance.

* RPDs calculated using raw data. The rounding of final results may result in the apparent difference.

(1) TGR calculation is based on a theoretical SAR of 4. Salt Contamination and Assessment and remediation guideline 2001 recommended SAR is ranging 4-8. TGR is reported in tonnes/ha.

Encryption Key



**AUTHORIZED REPORT
 RAPPORT AUTORISÉ**

Bureau Veritas

12 Jun 2023 23:08:13

Please direct all questions regarding this Certificate of Analysis to:

Geraldyn Gouthro, Key Account Specialist
 Email: geraldyn.gouthro@bureauveritas.com
 Phone# (780)577-7173

Bureau Veritas has procedures in place to guard against improper use of the electronic signature and have the required "signatories", as per ISO/IEC 17025, signing the reports. For Service Group specific validation, please refer to the Validation Signatures page if included, otherwise available by request. For Department specific Analyst/Supervisor validation names, please refer to the Test Summary section if included, otherwise available by request. This report is authorized by Scott Cantwell, General Manager responsible for Alberta Environmental laboratory operations.

BUREAU
VERITAS

Bureau Veritas Job #: C336471

Report Date: 2023/06/12

STANTEC CONSULTING LTD

Client Project #: 115822030

Site Location: 102003.256520R

Sampler Initials: BA

SOIL SALINITY 4 (SOIL)

Bureau Veritas ID		BQW436		BQW437		BQW438		BQW440		
Sampling Date		2023/05/17		2023/05/17		2023/05/17		2023/05/17		
COC Number		G165029		G165029		G165029		G165029		
	UNITS	BP004-AP	RDL	BP004-BM	RDL	BP004-C	RDL	BP008-AE	RDL	QC Batch
Calculated Parameters										
Anion Sum	meq/L	0.30	N/A	0.11	N/A	0.0000	N/A	0.18	N/A	A970656
Cation Sum	meq/L	2.6	N/A	1.6	N/A	1.1	N/A	1.1	N/A	A970656
Cation/EC Ratio	N/A	13	0.10	16	0.10	17	0.10	12	0.10	A969920
Calculated Calcium (Ca)	mg/kg	15	0.69	5.3	0.46	2.8	0.40	2.4	0.54	A970658
Calculated Magnesium (Mg)	mg/kg	2.4	0.46	0.79	0.30	0.47	0.27	0.44	0.36	A970658
Calculated Sodium (Na)	mg/kg	4.6	1.2	3.9	0.76	2.4	0.66	4.2	0.89	A970658
Calculated Potassium (K)	mg/kg	1.7	0.60	<0.39	0.39	0.53	0.35	2.2	0.47	A970658
Calculated Chloride (Cl)	mg/kg	<4.6	4.6	<3.0	3.0	<2.7	2.7	<3.6	3.6	A970658
Calculated Sulphate (SO ₄)	mg/kg	6.6	2.3	1.7	1.5	<1.3	1.3	3.2	1.8	A970658
Soluble Parameters										
Soluble Chloride (Cl)	mg/L	<10	10	<10	10	<10	10	<10	10	A975010
Soluble Conductivity	dS/m	0.19	0.020	0.10	0.020	0.067	0.020	0.090	0.020	A975002
Soluble (CaCl ₂) pH	pH	6.07	N/A	6.52	N/A	6.68	N/A	5.58	N/A	A972563
Sodium Adsorption Ratio	N/A	0.43	0.10	0.76	0.10	0.68	0.10	1.1	0.10	A970657
Soluble Calcium (Ca)	mg/L	32	1.5	17	1.5	11	1.5	6.6	1.5	A975022
Soluble Magnesium (Mg)	mg/L	5.2	1.0	2.6	1.0	1.8	1.0	1.2	1.0	A975022
Soluble Sodium (Na)	mg/L	9.9	2.5	13	2.5	9.1	2.5	12	2.5	A975022
Soluble Potassium (K)	mg/L	3.6	1.3	<1.3	1.3	2.0	1.3	6.1	1.3	A975022
Saturation %	%	46	N/A	30	N/A	27	N/A	36	N/A	A972561
Soluble Sulphate (SO ₄)	mg/L	14	5.0	5.5	5.0	<5.0	5.0	8.9	5.0	A975022
Theoretical Gypsum Requirement	tonnes/ha	<0.20	0.20	<0.20	0.20	<0.20	0.20	<0.20	0.20	A970659
RDL = Reportable Detection Limit										
N/A = Not Applicable										

BUREAU
VERITAS

Bureau Veritas Job #: C336471
Report Date: 2023/06/12

STANTEC CONSULTING LTD
Client Project #: 115822030
Site Location: 102003.256520R
Sampler Initials: BA

SOIL SALINITY 4 (SOIL)

Bureau Veritas ID		BQW441		BQW442		
Sampling Date		2023/05/17		2023/05/17		
COC Number		G165029		G165029		
	UNITS	BP008-BT	RDL	BP008-C	RDL	QC Batch
Calculated Parameters						
Anion Sum	meq/L	0.30	N/A	0.17	N/A	A970656
Cation Sum	meq/L	1.1	N/A	0.47	N/A	A970656
Cation/EC Ratio	N/A	12	0.10	9.9	0.10	A969920
Calculated Calcium (Ca)	mg/kg	2.4	0.59	0.52	0.41	A970658
Calculated Magnesium (Mg)	mg/kg	0.57	0.39	<0.28	0.28	A970658
Calculated Sodium (Na)	mg/kg	5.1	0.99	2.3	0.69	A970658
Calculated Potassium (K)	mg/kg	2.0	0.51	<0.36	0.36	A970658
Calculated Chloride (Cl)	mg/kg	<3.9	3.9	<2.8	2.8	A970658
Calculated Sulphate (SO ₄)	mg/kg	5.6	2.0	2.2	1.4	A970658
Soluble Parameters						
Soluble Chloride (Cl)	mg/L	<10	10	<10	10	A975010
Soluble Conductivity	dS/m	0.096	0.020	0.047	0.020	A975002
Soluble (CaCl ₂) pH	pH	5.83	N/A	6.76	N/A	A972563
Sodium Adsorption Ratio	N/A	1.2	0.10	1.7	0.10	A970657
Soluble Calcium (Ca)	mg/L	6.2	1.5	1.9	1.5	A975022
Soluble Magnesium (Mg)	mg/L	1.5	1.0	<1.0	1.0	A975022
Soluble Sodium (Na)	mg/L	13	2.5	8.5	2.5	A975022
Soluble Potassium (K)	mg/L	5.1	1.3	<1.3	1.3	A975022
Saturation %	%	39	N/A	28	N/A	A972561
Soluble Sulphate (SO ₄)	mg/L	14	5.0	8.0	5.0	A975022
Theoretical Gypsum Requirement	tonnes/ha	<0.20	0.20	<0.20	0.20	A970659
RDL = Reportable Detection Limit N/A = Not Applicable						

BUREAU
VERITAS

Bureau Veritas Job #: C336471

Report Date: 2023/06/12

STANTEC CONSULTING LTD

Client Project #: 115822030

Site Location: 102003.256520R

Sampler Initials: BA

NPKS (AVAILABLE)

Bureau Veritas ID		BQW436		BQW439		BQW440	BQW440		
Sampling Date		2023/05/17		2023/05/17		2023/05/17	2023/05/17		
COC Number		G165029		G165029		G165029	G165029		
	UNITS	BP004-AP	RDL	BP008-LFH	RDL	BP008-AE	BP008-AE Lab-Dup	RDL	QC Batch
Calculated Parameters									
Available (NH ₄ F) Nitrate (N)	mg/kg	<4.0	4.0	<20	20	4.1	N/A	4.0	A970335
Nutrients									
Available (NH ₄ F) Phosphorus (P)	mg/kg	50	1.0	540	5.0	74	79	1.0	A983663
Available (NH ₄ OAc) Potassium (K)	mg/kg	58	2.0	350	10	210	200	2.0	A983677
Available (CaCl ₂) Sulphur (S)	mg/kg	<2.0	2.0	<20	20	<2.0	N/A	2.0	A983683
RDL = Reportable Detection Limit									
Lab-Dup = Laboratory Initiated Duplicate									
N/A = Not Applicable									


**BUREAU
VERITAS**

Bureau Veritas Job #: C336471

Report Date: 2023/06/12

STANTEC CONSULTING LTD

Client Project #: 115822030

Site Location: 102003.256520R

Sampler Initials: BA

PHYSICAL TESTING (SOIL)

Bureau Veritas ID		BQW436		BQW437	BQW438	BQW439	BQW440		
Sampling Date		2023/05/17		2023/05/17	2023/05/17	2023/05/17	2023/05/17		
COC Number		G165029		G165029	G165029	G165029	G165029		
	UNITS	BP004-AP	QC Batch	BP004-BM	BP004-C	BP008-LFH	BP008-AE	RDL	QC Batch
Physical Properties									
% sand by hydrometer	%	57	A973317	52	76	N/A	17	2.0	A974552
% silt by hydrometer	%	33	A973317	39	18	N/A	57	2.0	A974552
Clay Content	%	10	A973317	9.5	6.2	N/A	27	2.0	A974552
Texture	N/A	SANDY LOAM	A970339	LOAM	SANDY LOAM	N/A	SILT LOAM	N/A	A970339
Moisture	%	15	A974362	N/A	N/A	42	19	0.30	A974374
RDL = Reportable Detection Limit N/A = Not Applicable									

Bureau Veritas ID		BQW440	BQW441	BQW442		
Sampling Date		2023/05/17	2023/05/17	2023/05/17		
COC Number		G165029	G165029	G165029		
	UNITS	BP008-AE Lab-Dup	BP008-BT	BP008-C	RDL	QC Batch
Physical Properties						
% sand by hydrometer	%	N/A	9.8	29	2.0	A974552
% silt by hydrometer	%	N/A	48	53	2.0	A974552
Clay Content	%	N/A	42	18	2.0	A974552
Texture	N/A	N/A	SILTY CLAY	SILT LOAM	N/A	A970339
Moisture	%	19	N/A	N/A	0.30	A974374
RDL = Reportable Detection Limit Lab-Dup = Laboratory Initiated Duplicate N/A = Not Applicable						



**BUREAU
VERITAS**

Bureau Veritas Job #: C336471

Report Date: 2023/06/12

STANTEC CONSULTING LTD

Client Project #: 115822030

Site Location: 102003.256520R

Sampler Initials: BA

MISCELLANEOUS (SOIL)

Bureau Veritas ID		BQW436	BQW436	BQW439	BQW440		
Sampling Date		2023/05/17	2023/05/17	2023/05/17	2023/05/17		
COC Number		G165029	G165029	G165029	G165029		
	UNITS	BP004-AP	BP004-AP Lab-Dup	BP008-LFH	BP008-AE	RDL	QC Batch
Misc. Inorganics							
Total Organic Carbon (C)	%	2.5	2.7	8.2	0.53	0.050	A972880
RDL = Reportable Detection Limit							
Lab-Dup = Laboratory Initiated Duplicate							

BUREAU
VERITAS

Bureau Veritas Job #: C336471

Report Date: 2023/06/12

STANTEC CONSULTING LTD

Client Project #: 115822030

Site Location: 102003.256520R

Sampler Initials: BA

GENERAL COMMENTS**NPKS (AVAILABLE) Comments**

Sample BQW439 [BP008-LFH] Phosphorus (Available by ICP): Due to the sample matrix, sample required dilution. Detection limit was adjusted accordingly.

Sample BQW439 [BP008-LFH] Potassium (Available): Due to the sample matrix, sample required dilution. Detection limit was adjusted accordingly.

Results relate only to the items tested.

BUREAU
VERITASBureau Veritas Job #: C336471
Report Date: 2023/06/12STANTEC CONSULTING LTD
Client Project #: 115822030
Site Location: 102003.256520R
Sampler Initials: BA

QUALITY ASSURANCE REPORT

QA/QC Batch	Init	QC Type	Parameter	Date Analyzed	Value	Recovery	UNITS	QC Limits
A972561	STB	QC Standard	Saturation %	2023/05/27		98	%	75 - 125
A972561	STB	RPD	Saturation %	2023/05/27	1.2		%	12
A972563	DPL	QC Standard	Soluble (CaCl ₂) pH	2023/05/26		102	%	97 - 103
A972563	DPL	Spiked Blank	Soluble (CaCl ₂) pH	2023/05/26		100	%	97 - 103
A972563	DPL	RPD	Soluble (CaCl ₂) pH	2023/05/26	0.23		%	N/A
A972880	PL	QC Standard	Total Organic Carbon (C)	2023/05/26		102	%	75 - 125
A972880	PL	Spiked Blank	Total Organic Carbon (C)	2023/05/26		101	%	80 - 120
A972880	PL	Method Blank	Total Organic Carbon (C)	2023/05/26	<0.050		%	
A972880	PL	RPD [BQW436-01]	Total Organic Carbon (C)	2023/05/26	8.1		%	35
A973317	EH2	QC Standard	% sand by hydrometer	2023/05/26		98	%	75 - 125
			% silt by hydrometer	2023/05/26		104	%	75 - 125
			Clay Content	2023/05/26		101	%	75 - 125
A973317	EH2	RPD	% sand by hydrometer	2023/05/26	0.34		%	30
			% silt by hydrometer	2023/05/26	2.0		%	30
			Clay Content	2023/05/26	2.4		%	30
A974362	SIB	Method Blank	Moisture	2023/05/27	<0.30		%	
A974362	SIB	RPD	Moisture	2023/05/27	11		%	20
A974374	SIB	Method Blank	Moisture	2023/05/28	<0.30		%	
A974374	SIB	RPD [BQW440-01]	Moisture	2023/05/28	3.2		%	20
A974552	RDL	QC Standard	% sand by hydrometer	2023/05/27		101	%	75 - 125
			% silt by hydrometer	2023/05/27		103	%	75 - 125
			Clay Content	2023/05/27		96	%	75 - 125
A974552	RDL	RPD	% sand by hydrometer	2023/05/27	4.6		%	30
			% silt by hydrometer	2023/05/27	3.1		%	30
			Clay Content	2023/05/27	3.3		%	30
A975002	STB	QC Standard	Soluble Conductivity	2023/05/28		112	%	75 - 125
A975002	STB	Spiked Blank	Soluble Conductivity	2023/05/28		99	%	90 - 110
A975002	STB	Method Blank	Soluble Conductivity	2023/05/28	<0.020		dS/m	
A975002	STB	RPD	Soluble Conductivity	2023/05/28	1.1		%	20
A975010	AFI	Matrix Spike	Soluble Chloride (Cl)	2023/05/28		108	%	75 - 125
A975010	AFI	QC Standard	Soluble Chloride (Cl)	2023/05/28		98	%	75 - 125
A975010	AFI	Spiked Blank	Soluble Chloride (Cl)	2023/05/28		105	%	80 - 120
A975010	AFI	Method Blank	Soluble Chloride (Cl)	2023/05/28	<10		mg/L	
A975010	AFI	RPD	Soluble Chloride (Cl)	2023/05/28	2.9		%	30
A975022	KKC	Matrix Spike	Soluble Calcium (Ca)	2023/05/28		97	%	75 - 125
			Soluble Magnesium (Mg)	2023/05/28		99	%	75 - 125
			Soluble Sodium (Na)	2023/05/28		96	%	75 - 125
			Soluble Potassium (K)	2023/05/28		98	%	75 - 125
A975022	KKC	QC Standard	Soluble Calcium (Ca)	2023/05/28		94	%	75 - 125
			Soluble Magnesium (Mg)	2023/05/28		102	%	75 - 125
			Soluble Sodium (Na)	2023/05/28		104	%	75 - 125
			Soluble Potassium (K)	2023/05/28		108	%	75 - 125
			Soluble Sulphate (SO ₄)	2023/05/28		100	%	75 - 125
A975022	KKC	Spiked Blank	Soluble Calcium (Ca)	2023/05/28		98	%	80 - 120
			Soluble Magnesium (Mg)	2023/05/28		100	%	80 - 120
			Soluble Sodium (Na)	2023/05/28		97	%	80 - 120
			Soluble Potassium (K)	2023/05/28		99	%	80 - 120
A975022	KKC	Method Blank	Soluble Calcium (Ca)	2023/05/28	<1.5		mg/L	
			Soluble Magnesium (Mg)	2023/05/28	<1.0		mg/L	
			Soluble Sodium (Na)	2023/05/28	<2.5		mg/L	
			Soluble Potassium (K)	2023/05/28	<1.3		mg/L	
			Soluble Sulphate (SO ₄)	2023/05/28	<5.0		mg/L	
A975022	KKC	RPD	Soluble Calcium (Ca)	2023/05/28	2.4		%	30

BUREAU
VERITAS

Bureau Veritas Job #: C336471

Report Date: 2023/06/12

STANTEC CONSULTING LTD

Client Project #: 115822030

Site Location: 102003.256520R

Sampler Initials: BA

QUALITY ASSURANCE REPORT(CONT'D)

QA/QC Batch	Init	QC Type	Parameter	Date Analyzed	Value	Recovery	UNITS	QC Limits
			Soluble Magnesium (Mg)	2023/05/28	3.0		%	30
			Soluble Sodium (Na)	2023/05/28	16		%	30
			Soluble Potassium (K)	2023/05/28	6.2		%	30
			Soluble Sulphate (SO4)	2023/05/28	4.7		%	30
A983663	VSC	Matrix Spike [BQW440-01]	Available (NH4F) Phosphorus (P)	2023/06/05		NC	%	75 - 125
A983663	VSC	Spiked Blank	Available (NH4F) Phosphorus (P)	2023/06/05		105	%	80 - 120
A983663	VSC	Method Blank	Available (NH4F) Phosphorus (P)	2023/06/05	<1.0		mg/kg	
A983663	VSC	RPD [BQW440-01]	Available (NH4F) Phosphorus (P)	2023/06/05	7.2		%	35
A983677	MPU	Matrix Spike [BQW440-01]	Available (NH4OAc) Potassium (K)	2023/06/05		99	%	75 - 125
A983677	MPU	Spiked Blank	Available (NH4OAc) Potassium (K)	2023/06/05		100	%	80 - 120
A983677	MPU	Method Blank	Available (NH4OAc) Potassium (K)	2023/06/05	<2.0		mg/kg	
A983677	MPU	RPD [BQW440-01]	Available (NH4OAc) Potassium (K)	2023/06/05	3.4		%	35
A983683	VSC	Matrix Spike	Available (CaCl2) Sulphur (S)	2023/06/05		94	%	75 - 125
A983683	VSC	QC Standard	Available (CaCl2) Sulphur (S)	2023/06/05		100	%	75 - 125
A983683	VSC	Spiked Blank	Available (CaCl2) Sulphur (S)	2023/06/05		91	%	80 - 120
A983683	VSC	Method Blank	Available (CaCl2) Sulphur (S)	2023/06/05	<2.0		mg/kg	
A983683	VSC	RPD	Available (CaCl2) Sulphur (S)	2023/06/05	0.41		%	35

N/A = Not Applicable

Duplicate: Paired analysis of a separate portion of the same sample. Used to evaluate the variance in the measurement.

Matrix Spike: A sample to which a known amount of the analyte of interest has been added. Used to evaluate sample matrix interference.

QC Standard: A sample of known concentration prepared by an external agency under stringent conditions. Used as an independent check of method accuracy.

Spiked Blank: A blank matrix sample to which a known amount of the analyte, usually from a second source, has been added. Used to evaluate method accuracy.

Method Blank: A blank matrix containing all reagents used in the analytical procedure. Used to identify laboratory contamination.

NC (Matrix Spike): The recovery in the matrix spike was not calculated. The relative difference between the concentration in the parent sample and the spike amount was too small to permit a reliable recovery calculation (matrix spike concentration was less than the native sample concentration)



BUREAU
VERITAS

Bureau Veritas Job #: C336471

Report Date: 2023/06/12

STANTEC CONSULTING LTD

Client Project #: 115822030

Site Location: 102003.256520R

Sampler Initials: BA

VALIDATION SIGNATURE PAGE

The analytical data and all QC contained in this report were reviewed and validated by:

Sandy Yuan, M.Sc., QP, Scientific Specialist

Suwan (Sze Yeung) Fock, B.Sc., Scientific Specialist

Veronica Falk, B.Sc., P.Chem., QP, Scientific Specialist, Organics

Automated Statchk

Bureau Veritas has procedures in place to guard against improper use of the electronic signature and have the required "signatories", as per ISO/IEC 17025, signing the reports. For Service Group specific validation, please refer to the Validation Signatures page if included, otherwise available by request. For Department specific Analyst/Supervisor validation names, please refer to the Test Summary section if included, otherwise available by request. This report is authorized by (0), (1) responsible for (2) (3) laboratory operations.



221 Victoria Street, Kamloops, BC, V2C 2A1

Phone: 250-574-0285

Email: Main_Street_Aggregates@shaw.ca

Bastin Pit No. 1471

December 2023 Technical Information Report

Introduction:

At the request of Mr. Steven Lee, Senior Aggregate Resource Specialist, MoTI Southern Interior Region, a test pitting program was completed at Bastin Pit No. 1471 on August 14, 15 and 16, 2023. A total of 24 test pits were excavated utilizing a John Deere 200DLC excavator hired from 522828 BC Ltd. (Norm Purmal). Test pits were visually inspected to determine approximate gravel, sand and fines contents as well as the percentage of oversize rock (>75mm) that is present. Sieve Analysis and aggregate quality tests on samples obtained were completed by WSP Engineering of Prince George, BC. Test pit locations, tree lines, slopes, etc. were surveyed by hand held Garmin GPSMAP 64s unit.

The following report documents material encountered within the testing area and provides recommendations on aggregate suitability, available volumes as well as development, mining and final reclamation procedures.

Location:

The pit is located approximately 23km southeast of the Highway 97/Quesnel -Hendrix Road junction in Quesnel via the Quesnel-Hendrix Road then approximately 1km northeast on the Nyland Lake Road to the pit entrance.



Location Plan

Legal Description:

Bastin Pit was purchased by the Ministry of Transportation and Infrastructure in 2022 as part of the Nyland Lake Road Slide Remediation Project. The pit site covers approximately 16 hectares with Part of the SW1/4, District Lot 9159, Cariboo Land District, Except Plans BCP28576, EPP21640, EPP21641, EPP21642. The UTM co-ordinates at the gate to the pit entrance is Zone 10, 5855299 Northing, 552583 Easting. The pit is located with the Province of British Columbia Agricultural Land Reserve.

Geomorphological Setting:

Bastin Pit is contained with a glacio-fluvial terrace lying adjacent to the Quesnel River. The deposit consists of a small lower terrace at an approximate elevation of 575 metres and a larger terrace to the southwest lying approximately 7 metres higher at a general elevation of 682 metres. The eastern edge of the glacio-fluvial terrace is covered by high fines colluvium material deposited from slopes to the east. The northern portion of the property has an area that was previously mined for aggregate resources. Rocks observed within the deposit were primarily well rounded and of good quality.

Gradation:

The pit has been divided into two separate development phases referred to as Phase 1 and 2 in order to maximize the material contained within the pit as well as develop and reclaim the site to current Agricultural Land Commission standards. Development Phase 1 is comprised of the lower terrace, Phase 2 consists of the upper terrace lying to the southwest.

The average and range of laboratory sieve analysis as well as oversize rock field estimates for the test pits are as follows:

Phase 1 (Lower Terrace):**Laboratory Gradations** (Test Pits 23-01, 02, 03, 04, 05, and 24)

Classification:	Average (%)	Range (%)
Gravel (4.75-75mm)	70.2	63.1-77.1
Sand (0.075-4.75mm)	28.3	21.4-35.6
Fines (<0.075mm)	1.5	0.5-2.6

Visual Oversize Rock Estimates (Test Pits 23-01, 02, 03, 04, 05, and 24)

Classification:	Average (%)	Range (%)
Boulders (>375mm)	<0.1	0-<1
Cobbles (150-375mm)	1.0	0-5
Cobbles (75-150mm)	5.2	0-15

The maximum size rock observed within Phase 1 was 350 mm.

Phase 2 (Upper Terrace):**Laboratory Gradations** (Test Pits 23-06, 07, 08, 09, 12, 13, 14, 15, 16, 17, 18 and 19)

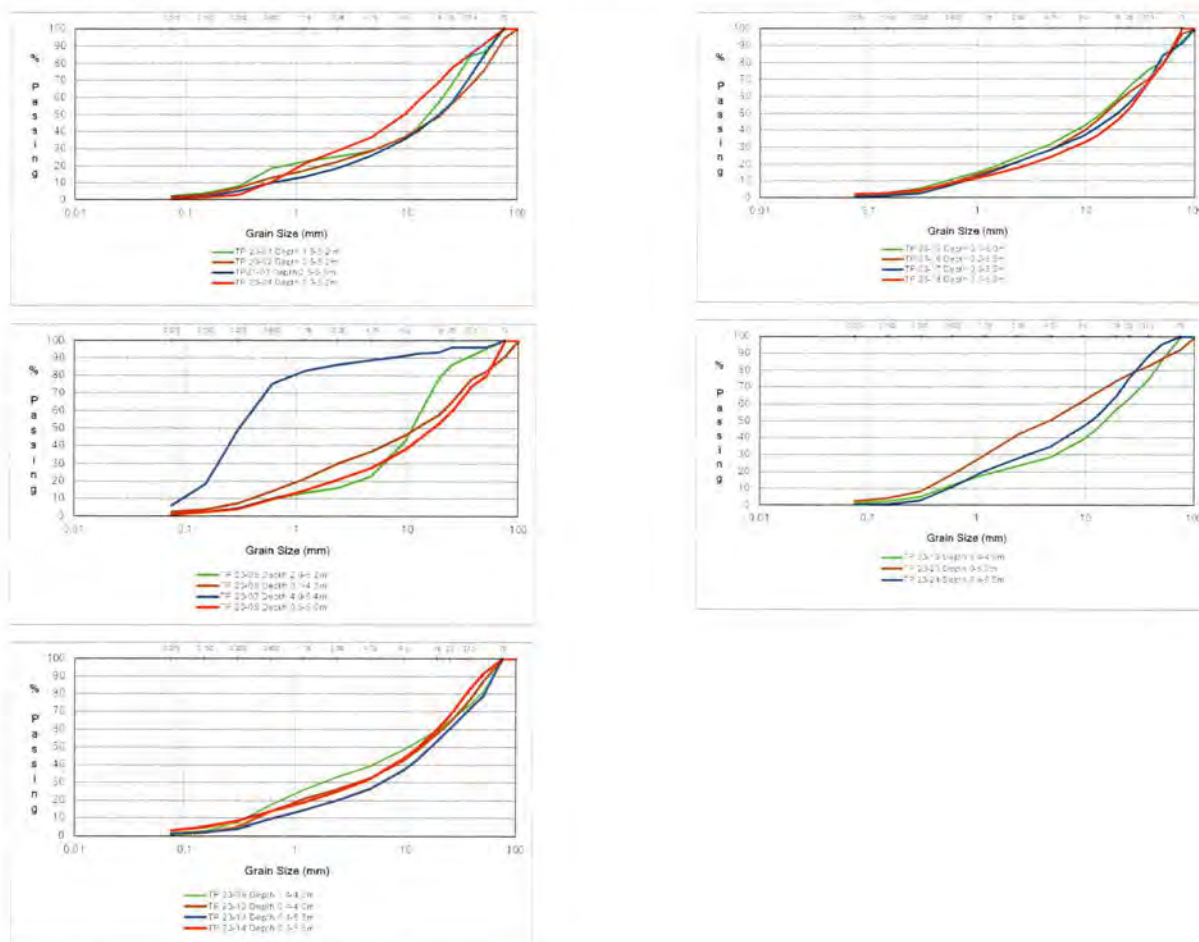
Classification:	Average (%)	Range (%)
Gravel (4.75-75mm)	69.4	60.7-75.7
Sand (0.075-4.75mm)	28.8	22.1-37.6
Fines (<0.075mm)	1.8	1.1-2.6

Visual Oversize Rock Estimates (Test Pits 23-06, 07, 08, 09, 12, 13, 14, 15, 16, 17, 18 and 19)

Classification:	Average (%)	Range (%)
Boulders (>375mm)	0	0
Cobbles (150-375mm)	2.9	0-10
Cobbles (75-150mm)	11.5	<1-15

The maximum size rock observed within Phase 2 was 250 mm.

Pit Run Gradation Charts (Not corrected for oversize rock >75mm):



Gradation Details:

Sample Information		Percent Passing														
Test Pit	Depth	Pit Run Sieve Sizes (mm)														
		100	75	50	37.5	25	19	12.5	9.5	4.75	2.36	1.18	0.6	0.3	0.15	0.075
TP 23-01	Depth 1.5-5.2 m	100.0	100.0	86.5	84.2	67.3	56.2	42.4	37.2	29.0	25.7	22.5	18.9	8.2	4.2	2.6
TP 23-02	Depth 0.5-5.2m	100.0	94.0	76.1	67.7	55.9	48.5	41.4	37.2	29.0	22.6	17.3	13.2	7.5	3.4	1.9
TP 21-03	Depth 0.5-5.5m	100.0	100.0	84.9	72.9	56.6	49.3	40.4	35.4	26.0	18.9	13.4	10.1	5.4	2.3	1.3
TP 23-04	Depth 0.3-5.2m	100.0	100.0	91.4	85.4	77.2	68.7	57.9	50.3	36.9	29.3	21.3	10.9	3.2	1.8	1.3
TP 23-05	Depth 2.0-5.2m	100.0	100.0	95.3	91.8	86.2	77.9	56.9	43.0	22.9	16.4	13.5	10.3	4.5	2.4	1.5
TP 23-06	Depth 0.1-4.2m	100.0	91.1	82.4	78.2	65.5	57.8	50.8	46.4	37.2	30.2	21.3	14.5	7.5	3.9	2.6
TP 23-07	Depth 4.0-5.4m	100.0	100.0	96.0	96.0	96.0	93.4	92.5	91.3	88.7	86.3	82.6	75.3	49.5	18.5	6.2
TP 23-08	Depth 0.5-5.0m	100.0	100.0	79.8	74.0	59.9	52.6	43.7	38.4	27.7	21.1	14.6	9.6	4.2	2.1	1.1
TP 23-09	Depth 1.4-4.0m	100.0	100.0	81.7	73.8	65.7	59.6	52.8	48.6	39.3	33.5	26.0	17.8	7.7	3.1	1.7
TP 23-12	Depth 0.4-4.0m	100.0	100.0	87.5	77.0	64.1	57.7	48.2	42.7	32.6	26.3	20.7	13.8	4.9	1.9	1.1
TP 23-13	Depth 0.1-5.5m	100.0	100.0	78.9	72.0	60.7	53.3	42.8	36.9	26.6	20.1	14.4	9.4	4.2	2.2	1.4
TP 23-14	Depth 0.3-5.5m	100.0	100.0	91.6	83.2	68.2	60.0	49.6	43.6	32.2	24.8	18.7	13.7	8.2	4.9	3.2
TP 23-15	Depth 0.7-6.0m	100.0	92.4	80.5	75.7	66.1	58.0	47.8	42.6	31.9	24.2	16.7	11.2	5.8	3.1	2.1
TP 23-16	Depth 0.21-5.5m	100.0	96.7	79.1	70.7	62.9	56.5	45.6	39.7	28.6	21.7	15.4	9.5	4.1	2.1	1.4
TP 23-17	Depth 0.2-5.5m	100.0	91.2	84.2	69.0	56.4	49.7	41.4	36.7	28.4	21.6	14.1	7.9	2.7	1.3	0.8
TP 23-18	Depth 0.7-5.0m	100.0	100.0	79.0	69.2	53.2	46.0	36.7	32.6	24.3	17.7	12.8	9.1	4.6	2.9	2.2
TP 23-19	Depth 0.4-4.0m	100.0	100.0	85.9	74.8	63.2	57.0	45.3	39.4	28.6	23.5	18.5	12.5	5.3	2.5	1.5
TP 23-23	Depth 0.5-5.0m	100.0	92.5	87.0	82.6	77.8	73.7	66.6	62.0	50.8	41.8	29.8	18.7	8.4	4.2	2.5
TP 23-24	Depth 0.9-5.5m	100.0	100.0	95.4	88.5	75.5	64.4	52.4	46.8	34.9	27.8	20.7	11.2	2.8	0.9	0.5

Bastin Pit No. 1471

December 2023 Technical Information Report

Laboratory Aggregate Quality Test Results:

Test Pit	Laboratory Test					
	Micro Deval	Sand Equivalent	Magnesium Sulphate	Bulk Relative Density	Absorption	Clay Lumps
TP 23-02						0.2%
TP 23-04	6.8%	68		2.694 Coarse 2.663 Fine	1.21% Coarse 1.49% Fine	
TP 23-08			4.7% Coarse	2.749 Coarse	0.53% Coarse	0.3%
TP 23-11	6.5%	73				
TP 23-15				2.650 Coarse 2.625 Fine	2.0% Coarse. 2.19% Fine	
TP 23-16	6.5%	65				0.2%

Laboratory testing indicates the pit contains good quality material with fines that are non-plastic in nature.

MoTI Aggregate Quality Specifications:

Product	Laboratory Test					
	Micro Deval	Sand Equivalent	Magnesium Sulphate	Absorption	Clay Lumps	Plasticity
25mm Well Graded Base	<25%	>40	<20% Coarse, <25% Fine			
50mm Well Graded Base	<25%	>40	<20% Coarse, <25% Fine			
75mm Well Graded Base	<17%	>40	<20% Coarse, <25% Fine			
Select Granular Sub base	<30%	>20	<20% Coarse, <25% Fine			
Bridge End Fill	<30%	>20	<20% Coarse, <25% Fine			
Superpave	<18%	>45		2.0%	1.0%	
Class 1 Asphalt	<18%	>40		2.0%	1.0%	
Class 2 Asphalt	<20%	>40		2.0%	1.5%	
Graded Aggregate Seal	<20%		12%	1.0% Coarse, 1.5% Fine	0.5%	
High Fines Surfacing	<25%	>20				<6

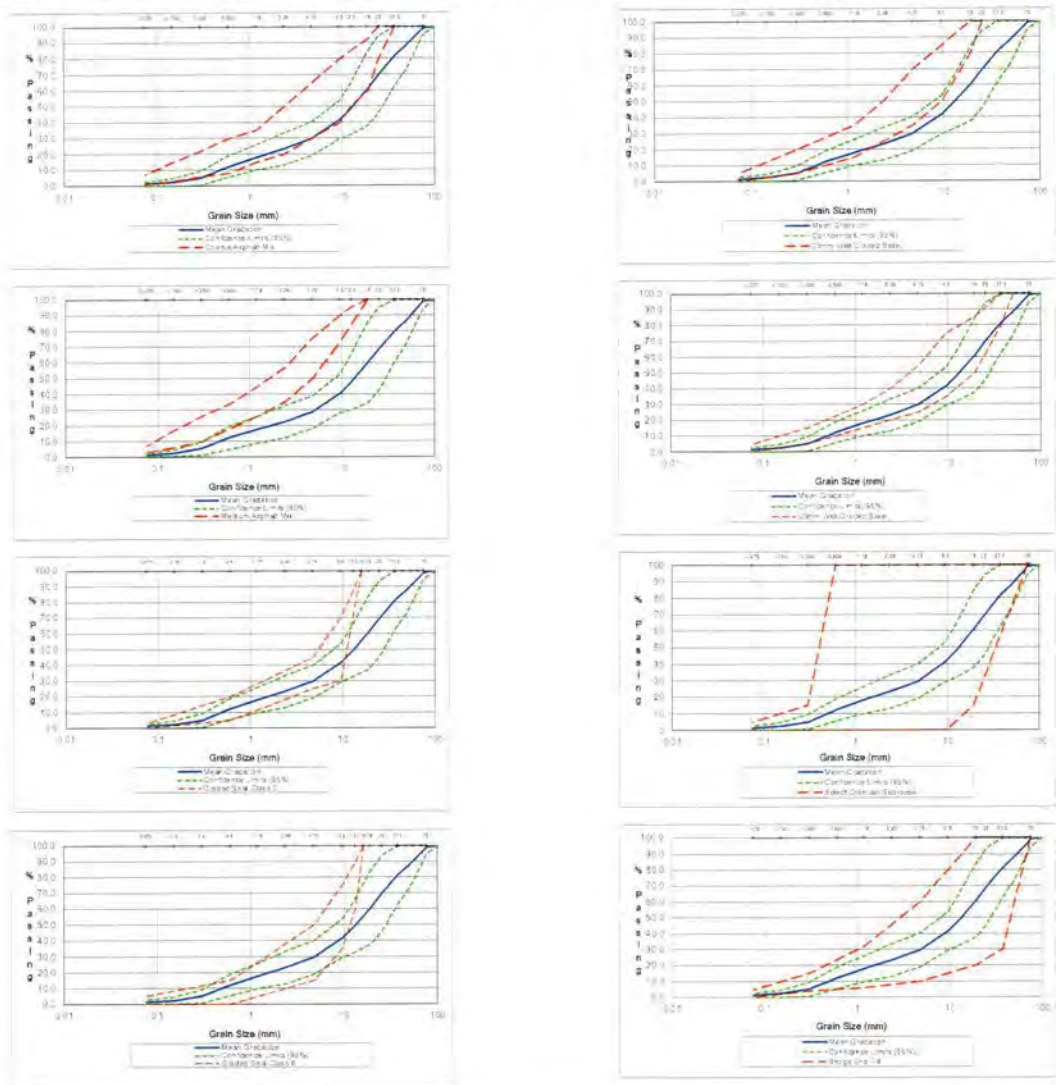
Phase 1 - Suggested Material Suitability:

- Coarse Asphalt Mix
- Medium Asphalt Mix
- Class B and C Graded Aggregate Seal
- 25mm Well Graded Base
- 50mm Well Graded Base
- Select Granular Sub base
- Bridge End Fill

Notes:

- It will be necessary to scalp off rock during crushing in order to produce specification 25mm Well Graded Base.
- It may be possible to produce High Fines Surfacing Aggregate by adding a suitable mineral filler as well as rejecting rock during production.
- Laboratory testing indicates the absorption percentage is variable and should be reviewed when producing Graded Aggregate Seal products.

Phase 1 - Mean Gradations vs End Product Gradation Specifications:



Note: Mean gradations have not been adjusted to include oversize rock (>75mm)

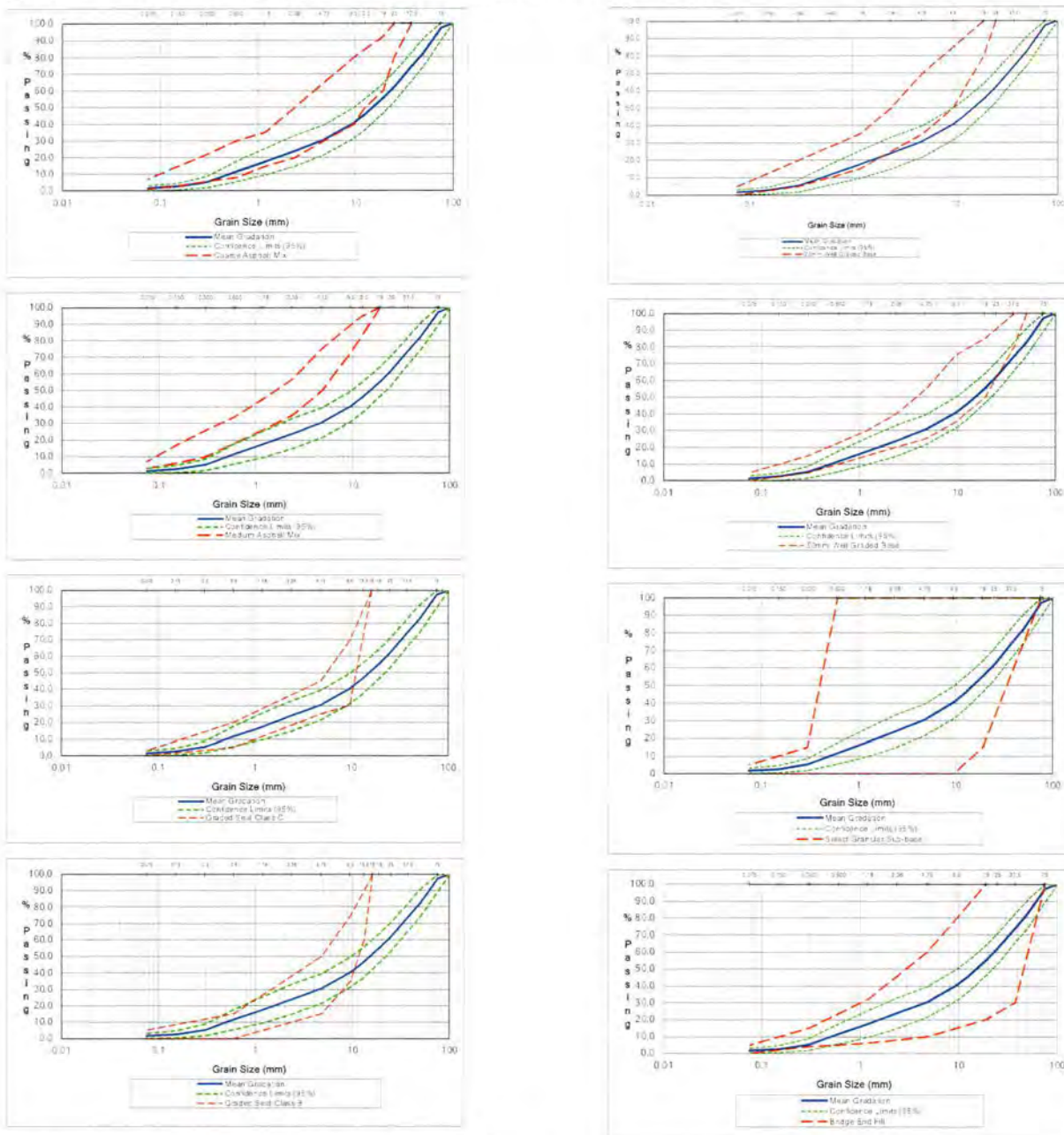
Phase 2 - Suggested Material Suitability:

- Coarse Asphalt Mix
- Medium Asphalt Mix
- Class B and C Graded Aggregate Seal
- 25mm Well Graded Base
- 50mm Well Graded Base
- Select Granular Sub base
- Bridge End Fill

Notes:

- *It will be necessary to scalp off rock during crushing in order to produce specification 25mm Well Graded Base.*
- *It may be possible to produce High Fines Surfacing Aggregate by adding a suitable mineral filler as well as rejecting rock during production.*
- *Laboratory testing indicates the absorption percentage is variable and should be reviewed when producing Graded Aggregate Seal products.*

Phase 2 - Mean Gradations vs End Product Gradation Specifications:



Estimated Granular and Overburden Volumes:

Phase 1 - Lower Terrace

- Sand and Gravel: +/-125,000m³

Based on mining the Lower Terrace, covering 2.7 hectares, to an average depth of 5.5 metres after topsoil and overburden has been removed and sloping the pit face to a minimum slope of 2:1.

- Topsoil and Overburden (combined): +/-17,400m³

Based on stripping the Lower Terrace in the vicinity of TP 23-01, 02, 03 and 04 to an average depth of 0.65 metres and TP 23-05 to a depth of 2.0 metres.

Phase 2 - Upper Terrace

- Sand and Gravel: $\approx -295,000\text{m}^3$

Based on mining the Upper Terrace, covering 7.3 hectares, to an average depth of 5.0 metres after topsoil and overburden has been removed and sloping the pit face to a minimum slope of 2:1.

- Topsoil and Overburden (combined): $\approx -24,800\text{m}^3$

Based on stripping the Upper Terrace to an average combined topsoil and overburden depth of 0.34 metres.

Test Pit GPS Co-ordinates:

Test Pit	GPS Co-ordinates – UTM Zone 10
23-01	5855110 Northing, 552600 Easting
23-02	5855052 Northing, 552528 Easting
23-03	5855002 Northing, 552484 Easting
23-04	5854988 Northing, 5525506 Easting
23-05	5855037 Northing, 552600 Easting
23-06	5854939 Northing, 552551 Easting
23-07	5854888 Northing, 552551 Easting
23-08	5854868 Northing, 552611 Easting
23-09	5854889 Northing, 552678 Easting
23-10	5854909 Northing, 552744 Easting
23-11	5854961 Northing, 552691 Easting
23-12	5855017 Northing, 552657 Easting
23-13	5854835 Northing, 5525556 Easting
23-14	5854787 Northing, 552610 Easting
23-15	5854809 Northing, 552673 Easting
23-16	5854745 Northing, 552660 Easting
23-17	5854685 Northing, 552641 Easting
23-18	5854701 Northing, 552716 Easting
22-19	5854632 Northing, 552688 Easting
23-20	5854767 Northing, 552722 Easting
23-21	5854838 Northing, 552730 Easting
22-22	5855086 Northing, 552473 Easting
22-23	5855166 Northing, 552501 Easting
22-24	5855195 Northing, 552611 Easting

Pit Development and Recommendations:Phase 1 – Lower Terrace

- Phase 1 vegetation consists primarily of grasses with a thin canopy of deciduous and coniferous trees along the northern and western edges. Combined topsoil and overburden depths in the area range from a depth of 0.3 to 2.0 metres. Test pitting indicates that a small area near TP 23-02 has been previously stripped with the topsoil and overburden placed in the vicinity of TP 23-05. Prior to mining the perimeter trees to the north and west need to be removed and placed in piles for burning when the forest fire risk and venting indexes are appropriate. Topsoil and overburden shall be stripped to the depths and general operating procedures as outlined in the Stantec – Bastin Hill Pit Agricultural Soils Assessment September 2023 report.
- Topsoil is recommended to be placed in a neatly trimmed stockpile along the eastern edge of the Phase 1 mining area. After placement, the stockpile should be immediately seeded with a suitable seed mixture in order to prevent erosion and the spread of noxious weeds. Stripping of topsoil and overburden is recommended to be completed with an excavator and a clean-up bucket. Stripping should not be completed when the ground is saturated or when there are very dry, windy conditions.

- The crusher is recommended to be set up near Test Pit 23-24 with mining proceeding in a southwest direction. Initially, it will be necessary to excavate down to create a suitable mining face of approximately 6 metres in height.
- Initially, there will be limited aggregate stockpile space adjacent to the crusher site. If a large volume of aggregate is produced it is recommended that the material be placed in stockpile on the northern end of the Upper Terrace. It will be necessary to construct a new haul road to the Upper Terrace for initial aggregate stockpiling.
- At the completion of intermittent mining the pit face should be trimmed to a slope of 1 1/2:1 with natural sand and gravel. Slopes mined to depletion need to be trimmed to a minimum slope of 3 1/2:1 unless the Agricultural Land Commission approves a 2:1 slope.
- Reject material from aggregate production should not be used to obtain sloping. Reclamation activities at the pit are recommended to include sloping, loosening compacted areas via ripping or tilling, replacement of overburden and seeding with a suitable grass mixture.

Phase 2 – Upper Terrace

- Phase 2 vegetation consists primarily of grasses with a thin canopy of deciduous and coniferous trees along the western terrace edge. Combined topsoil and overburden depths in the area range from a depth of 0.3 to 2.0 metres. Prior to mining the perimeter trees need to be removed and placed in piles for burning when the forest fire risk and venting indexes are appropriate. Topsoil and overburden shall be stripped to the depths and general operating procedures as outlined in the Stantec – Bastin Hill Pit Agricultural Soils Assessment September 2023 report. Topsoil is recommended to be placed in a neatly trimmed stockpile along the eastern edge of the Phase 2 mining area. After placement, the stockpile should be immediately seeded with a suitable seed mixture in order to prevent erosion and the spread of noxious weeds. Stripping of topsoil and overburden is recommended to be completed with an excavator and a clean-up bucket. Stripping should not be completed when the ground is saturated or when there are very dry, windy conditions.
- There are some out buildings, power poles, fencing, etc. located on the Upper Terrace. These items will need to be removed in order to fully develop and mine the area.
- The crusher is recommended to be located at the base of slope near Test Pit 23-04 and 05 with mining proceeding in a southerly direction. Processed aggregate may be stockpiled near the crusher location where space permits.
- Clean, coarse granular material encountered within Test Pit 23-09 is underlain by high fines sand at a depth of 2.8 metres (prior to topsoil stripping). The lateral extent of the high fines sand is not known, therefore; careful attention to mining depths will be required when excavating near the area.
- The majority of test pits with Phase 2 encountered clay and silt materials near the bottom of the test pit excavations. As a result, mining depths will be limited to approximately 5 metres. Mining near this depth will require close monitoring in order to avoid contamination with clay and silt materials.
- At the completion of intermittent mining the pit face should be trimmed to a slope of 1 1/2:1 with natural sand and gravel. Slopes mined to depletion need to be trimmed to a minimum slope of 3 1/2:1 unless the Agricultural Land Commission approves a 2:1 slope.
- Reject material from aggregate production should not be used to obtain sloping. Reclamation activities at the pit are recommended to include sloping, loosening compacted areas via ripping or tilling, replacement of overburden and seeding with a suitable grass mixture.

Additional Recommendations:

- The northern portion of the property has been previously mined for aggregate products. The area has been recommended for the placement of waste material excavated from the nearby Nyland Lake Road slide remediation project. Prior to the placement of waste material, the area will require the removal of some deciduous and coniferous trees and underlying brush. Material should be placed in appropriate lifts and compacted in order to ensure stability of the fill. The top of the fill should be levelled, covered with approximately 0.3 metres of topsoil and seeded with an appropriate seed mixture.

Test Pit Logs:

TP	DEPTH		VISUAL MATERIAL DESCRIPTION	ESTIMATED GRADUATION			ESTIMATED ROCK >75mm				SAND TYPE	LABORATORY GRADATIONS and CLASSIFICATION	Comments
	FROM	TO		G	S	F	MAX SIZE	75mm - 150mm	150mm - 250mm	>250mm			
23-01	0.0	1.5	Overburden										
	1.5	5.2	GP	60	38	2	150	5	0	0	FM	GP (71.0%G, 26.4%S, 2.6%F)	
23-02	0.0	0.3	Overburden										
	0.3	5.2	GP	65	33	2	180	15	1	0	FM	GP (71.8%G, 27.1%S, 1.9%F)	
23-03	0.0	0.5	Overburden										
	0.5	5.2	GP	60	38	2	200	10	5	0	FM	GP (74.0%G, 24.7%S, 1.3%F)	
23-04	0.0	0.3	Overburden										
	0.3	5.2	GP	52	46	2	190	1	0	0	MC	GP 63.1%G, 35.6%S, 1.3%F	Test Pit skuffing in
23-05	0.0	2.0	Overburden										Previous stripping material area
	2.0	4.5	GP	52	49	2	190	<1	0	0	MC	GP (77.1%G, 21.4%S, 1.5%F)	Test Pit skuffing in
23-06	0.0	0.1	Overburden										
	0.1	4.2	GP	69	38	2	175	15	3	0	FM	GP (62.8%G, 34.6%S, 2.6%F)	
	4.2	5.4	SP	10	85	4	25	0	0	0	FM	SPSM (11.3%G, 82.5%S, 6.2%F)	
23-07	0.0	0.5	Overburden										
	0.5	5.0	GP	60	38	2	150	<1	0	0	FM	GP (72.3%G, 26.3%S, 1.4%F)	
	5.0	6.0	SPSM	20	70	10	25	0	0	0	FM	SPSM (23.1%G, 63.6%S, 13.3%F)	Some 98 lumps intermixed
23-08	0.0	0.1	Overburden										
	0.1	4.5	GP	65	32	3	175	15	2	0	FM	GP (72.5%G, 26.23S, 1.2%F)	
	4.5	6.0	SP	35	62	3	100	2	0	0	FM		Test Pit skuffing in
23-09	0.0	0.5	Overburden										
	0.5	2.6	GP	65	32	3	175	10	3	0	FM		
	2.6	6.0	SM3	0	70	30	-	0	0	0	F		
23-10	0.0	0.1	Overburden										
	0.1	3.0	SM3	0	70	30	-	0	0	0	F		
	3.0	5.0	SM2	0	80	20	-	0	0	0	F		Some rocks at bottom of Test Pit
23-11	0.0	0.1	Overburden										
	0.1	0.5	GP	60	38	2	150	5	0	0	FM		
	0.5	0.9	SP	30	67	3	25	0	0	0	FM		
	0.9	1.0	Volcanic Ash										
	1.0	1.2	SP	30	67	3	25	0	0	0	FM		
	1.2	1.4	Volcanic Ash										
	1.4	4.0	GP	60	37	3	175	5	<1	0	FM	GP (60.7%G, 37.6%S, 1.7%F)	
4.0	5.2	SP	30	67	3	175	<1	0	0	FM			
23-12	0.0	0.4	Overburden										
	0.4	3.0	GP	60	37	3	175	5	<1	0	FM	GP (67.4%G, 31.5%S, 1.1%F)	
	3.0	4.0	GP	60	37	3	250	10	2	0	FM		
	4.0	4.5	GP	60	37	3	175	3	<1	0	FM		Some clay lumps mixed in with granular material
	4.5	5.5	SP	30	67	3	50	0	0	0	FM		
23-13	0.0	0.1	Overburden										
	0.1	5.5	GP	65	32	3	175	15	5	0	FM	GP (73.4%G, 25.2%S, 1.4%F)	Test Pit skuffing in
23-14	0.0	0.3	Overburden										
	0.3	5.5	GP	65	32	3	175	10	5	0	FM	GP (67.9%G, 28.9%S, 3.2%F)	Some minor clay lumps at approximately 2.0 m

23-16	0.0	0.7	Overburden																		
	0.7	6.0	GP	65	32	3	175	15	2	0	FM	GP (68.1%G, 29.8%S, 2.1%F)	One clay lump observed in Test Pit spoil								
23-16	0.0	0.2	Overburden																		
	0.2	5.5	GP	65	33	2	175	15	2	0	MC	GP (71.4%G, 27.2%S, 1.4%F)									
	5.5	5.6	GP	65	33	2	175	15	2	0	MC		Minor clay lumps								
23-17	0.0	0.2	Overburden																		
	0.2	5.5	GP	65	33	2	175	10	5	0	MC	GP (71.6%G, 27.5%S, 0.8%F)									
	5.5	6.0	GP	65	33	2	175	10	5	0	MC		Some clay mixed with gravel								
23-18	0.0	0.7	Overburden																		
	0.7	5.9	GP	65	32	3	175	10	5	0	FM	GP (75.7%G, 22.1%S, 2.2%F)									
	5.0	6.0	ML/CL																		
23-19	0.0	0.4	Overburden																		
	0.4	5.0	GP	65	32	3	175	15	10	0	FM	GP (71.4%G, 27.1%S, 1.5%F)									
	5.0	5.5	ML/CL										Mixed with some gravel								
23-20	0.0	1.2	Overburden																		
	1.2	5.5	GP/GC										Gravel intermixed with clays								
23-21	0.0	1.8	Overburden																		
	1.8	2.8	SM2	0	80	20	F														
	2.8	5.5	GP	63	35	2	FM	250	15	10	0										
	5.5	6.0	SM1	30	58	12	F	25													
23-22	0.0	0.1	Overburden																		
	0.1	1.8	GP	50	48	2	FM	50	0	0	0		Fine gravel								
	1.8	6.0	SM2	0	80	20	FM														
23-23	0.0	5.0	SP	40	58	2	FM	150	0	0	0	GP/SP (49.2%G, 48.2%S, 2.5%F)									
23-24	0.0	0.9	Overburden																		
	0.9	5.5	GP	40	36	2	FM	350	0	0	<1	GP (65.1%G, 34.4%S, 0.5%F)	One large boulder encountered								

Site Photographs:



Test Pit 23-01 Spoil (Clean, coarse sand and gravel 1.5-5.2m)



Test Pit 23-02 Spoil (Clean, coarse sand and gravel 0.5-5.2m)



Test Pit 23-03 Spoil (Clean, coarse sand and gravel 0.5-5.2m)



Test Pit 23-05 Spoil (Clean, coarse sand and gravel 2.0-4.5m)



Test Pit 23-06 Spoil (Clean coarse sand and gravel 0.1-4.2m)



Test Pit 23-06 Spoil (High fines sand 4.2-5.4m)



Test Pit 23-07 Spoil (Clean, coarse sand and gravel 0.5-5.0m)



Test Pit 23-07 Spoil (Silt lumps mixed with gravel 5.0-6.0m)



Test Pit 23-08 Spoil (Clean, coarse sand and gravel 0.1-4.6m)



Test Pit 23-08 Spoil (Clean, gravelly sand 4.6-6.0m)



Test Pit 23-09 Spoil (High fines sand 2.8-6.0m)



Test Pit 23-10 Spoil (High fines sand 0.1-5.0m)



Test Pit 23-11 Spoil (Clean, coarse sand and gravel 1.4-4.0m)



Test Pit 23-12 Spoil (Clean, coarse sand and gravel 0.4-4.0m)



Test Pit 23-12 Spoil (Clay mixed with gravel 4.0-5.5m)



Test Pit 23-13 Spoil (Clean, coarse sand and gravel 0.1-5.5m)



Test Pit 23-14 Spoil (Clean, coarse sand and gravel 0.3-5.6m)



Test Pit 23-14 Spoil (Minor clay lumps at approximately 3.0m)



Test Pit 23-15 Spoil (Clean coarse sand and gravel 0.7-6.0m)



Test Pit 23-16 Spoil (Clean, coarse sand and gravel 0.2-5.5m)



Test Pit 23-17 Spoil (Clean, coarse sand and gravel 0.2-5.5m)



Test Pit 23-17 Spoil (Clay mixed with gravel from 5.5 to 6.0m)



Test Pit 23-18 Spoil (Clean, coarse sand and gravel 0.7-5.0m)



Test Pit 23-19 Spoil (Clean, coarse sand and gravel 0.4-5.0m)



Test Pit 23-19 Spoil (Silt and clay mixed with gravel 5.0-5.5m)



Test Pit 23-20 Spoil (Sand and gravel mixed with large clay lumps 1.2-5.5m)



Test Pit 23-21 Spoil (Clean, coarse sand and gravel 2.8-5.5m)



Test Pit 23-21 Spoil (High fines sand 5.5-6.0m)



Test Pit 23-22 Spoil (High fines sand 1.8-6.0m)



Test Pit 213-23 Spoil (Clean, sandy gravel 0.0-5.0m)



Test Pit 23-24 Spoil (Clean, coarse sand and gravel 0.9-5.5m)



Phase 1 Mining Area (lower terrace looking south)



Phase 2 Mining Area (Upper terrace looking south)

Closure:

Discussions and recommendations presented above are based on a field investigation. This report has been prepared for use by the Ministry of Transportation and Infrastructure, which includes the distribution as required for purposes for which the assessment was commissioned. The assessment has been carried out in accordance with generally accepted geotechnical practice. Geotechnical judgment has been applied in developing the recommendations in this report. No other warranty is made, either expressed or implied.

Sitkum Consulting Ltd. trusts that the information presented above meets your current requirements. If you have any questions, or require further information, please do not hesitate to contact the undersigned

Sincerely,



Bryan James
Project Manager
Sitkum Consulting Ltd.



Date: 12/06/2024

To: Chair and Directors, Cariboo Regional District Board

And To: Murray Daly, Chief Administrative Officer

From: Darron Campbell, Manager of Community Services

Date of Meeting: July 5, 2024

File: 6860-01

Short Summary:

Esler Recreation Advisory Commission April 30, 2024 Meeting Minutes and Recommendations

Voting:

Multiple Voting - please see individual resolutions

Memorandum:

Please find attached the minutes from the Esler Recreation Advisory Commission (ERAC) spring meeting held April 30, 2024.

The four sports groups - Williams Lake Slo-Pitch League, Williams Lake Soccer Associations, Williams Lake Minor Fastball League, and Cariboo Disc Golf - reported the following registration numbers for 2024:

- Slo-Pitch has 31 teams with approximately 750 participants.
- Soccer has approximately 700 participating youth as well as 94 women and 80 men in the adult leagues.
- Minor Fastball was not present to report, but submitted information following the meeting of 123 youth participants.
- Disc Golf has 130 members.

As noted in the minutes, the ERAC endorsed the proposed capital projects at the slo-pitch and soccer fields. Regional District staff advised that \$5,000 each for capital projects is available in the Central Cariboo Recreation and Leisure Services (CCRLS) budget and business plan for 2024.

Ongoing development of the disc golf course is also in progress and an CCRLS budget allocation was made as matching funding for a Northern Development Initiative Trust grant application from the Cariboo Disc Golf Club for tee boxes and course signage.

A proposed capital project to undertake bleacher repairs at the Minor Fastball League fields was received after the meeting and is included in the recommendation for approval and support funding.

Staff updated the groups on the pending completion of the wheelchair accessible low mobility trail at the sports complex as well as the goal to construct a better access into the complex directly off Highway 20.

The recommendations from the ERAC are directly presented to the Board for endorsement, as it was not timely to present to them to the next Central Cariboo Joint Committee meeting in September.

Attachments:

1. ERAC meeting minutes of April 30, 2024

Financial Implications:

An allocation of \$15,000 in capital project support for the leagues operating at the Esler Sports Complex is approved in the 2024 Central Cariboo Recreation (1553) Business and Financial Plans. Matching funding of \$15,000 is also included for an NDIIT grant application to further development of the disc golf course.

Policy Implications:

The Use and Occupancy Agreements between the Regional District and the sports groups for the Esler complex require prior approval of proposed capital projects.

Alignment with Strategic Plan:

- Infrastructure and Asset Management:** To establish a systematic, predictable approach to managing the regional district's assets and infrastructure that builds on current asset management data and condition assessments.
- Enhanced Communications and Engagement:** To build trust and credibility of the regional district by enhancing our communications and engagement with citizens, stakeholders, and volunteers.
- Effective and Responsive Land Use Planning and Development:** To ensure our land use planning and development is responsive to future growth and housing needs, anticipates risks and hazards associated with climate change and provides efficient and consistent processes for landowners and developers.
- Relationships with First Nations:** To foster a healthy and inclusive region by building and strengthening our relationships with First Nations and embracing the principles of reconciliation.

[Click here to enter text.](#)

CAO Comments:

[Click here to enter text.](#)

Options:

1. Endorse recommendations;
2. Other action at the direction of the Committee;
3. Defer.

Recommendation:

That the following recommendations from the the Esler Recreation Advisory Commission meeting held April 30, 2024 be endorsed:

- 1) That the proposed 2024 capital projects for the Williams Lake Slo-Pitch League, Williams Lake Soccer Associations, and Williams Lake Minor Fastball Association be approved, including:
 - the Williams Lake Slo-Pitch League will purchase and apply topsoil and infield red rock.
 - the Williams Lake Soccer Associations will purchase and install well equipment.
 - the Williams Lake Minor Fastball Association will purchase wood to complete bleacher repairs.
- 2) that \$5,000 to each group for the capital projects be approved as allocated in the Central Cariboo Recreation and Leisure Services (CCRLS) budget and business plan for 2024.
- 3) that in addition to its business plan goal to install tee boxes and signage, the Cariboo Disc Golf Club be approved to construct a small storage shed.
- 4) That the Esler Recreation Advisory Commission members for 2024 be appointed as follows: Linda Barbondy for the Williams Lake Slo-Pitch League, Brian Hansen for the Williams Lake Soccer Associations, Nick Surette for the Williams Lake Minor Fastball Association, Mark Savard for the Cariboo Disc Golf Club, and Bruce Newbery and Pierre Mayette for the Esler Community Association.



**CARIBOO REGIONAL DISTRICT
ESLER RECREATION ADVISORY COMMISSION
Esler Sports Complex – Soccer Clubhouse**

MINUTES

Tuesday – April 30, 2024, 5:00 pm

Attending: Darron Campbell (CRD staff), Kathleen MacDonald (CRD staff), Melynda Neufeld (Area E Director), Stacey Miranda (City of Williams Lake), Linda Barbondy (WL Slo-Pitch), Brian Hansen (WL Soccer), Mark Savard (Cariboo Disc Golf), Matt LeBourdais (Cariboo Disc Golf), Lee Stokes (Cariboo Disc Golf), Bill Goglin (Cariboo Disc Golf), and Pierre Mayette (Esler Community Association).

Absent: Bruce Newberry and Nick Surette

5:00 pm **Director Melynda Neufeld (commission chair)**

Items for discussion

1. Introductions and registration updates

The groups reported the following registration numbers for 2024:

- Slo-Pitch has 31 teams with approximately 750 participants.
- Soccer has approximately 700 participating youth as well as 94 women and 80 men in the adult leagues.
- Minor Fastball was not present to report
- Disc Golf has about 130 members.

2. Minutes from May 17, 2023 ERAC meeting

- The minutes and action items from the May 17, 2023 meeting were reviewed.
- CRD staff will include a provision for a caretaker residence in the Minor Fastball occupancy agreement renewal (2026). The soccer occupancy agreement already includes this provision.
- City of WL performed dust control on the complex entrance road. Grading of the road needs to be performed in 2024 before dust control.
- Soccer and Slo-pitch both submitted annual activities reports, which is a condition for receiving field maintenance funding.

3. Reports on 2023 capital projects (User Groups/CRD staff)

- Slo-Pitch: Completed fencing.
- Soccer: Completed fencing.
- Minor Fastball: was not in attendance to report.

4. 2024 projects proposed and funding available (User Groups/CRD staff)

2024 planned capital projects:

- Slo-Pitch: apply topsoil and infield rock.
- Soccer: perform well equipment improvements.

CRD staff advised that \$5,000 each to the above-mentioned groups for approved capital projects is available in the Central Cariboo Recreation and Leisure Services (CCRLS) budget and business plan for 2024.

- Minor Fastball: was not in attendance to report capital goals.
- Cariboo Disc Golf: in addition to its business plan goal to install tee boxes and signage, the group plans to construct a small storage shed.

Res A

“That the proposed 2024 capital projects for the Williams Lake Slo-Pitch League, and Williams Lake Soccer Associations be approved, including:

- the Williams Lake Slo-Pitch League will apply topsoil and infield rock.
- the Williams Lake Soccer Associations will perform well equipment improvements.

And that \$5,000 to the above-mentioned two groups for the capital projects be approved as allocated in the Central Cariboo Recreation and Leisure Services (CCRLS) budget and business plan for 2024. And further that, in addition to its business plan goal to install tee boxes and signage, the Cariboo Disc Golf Club be approved to construct a small storage shed.”

By Consensus

5. 2024 business plan goal (CRD staff)

- CRD staff updated the Commission on the 2024 goals:
 - **Complete the wheelchair accessible low mobility trail at the Esler Sports Complex:** installation of outhouses and signage is the final steps to complete the wheelchair accessible trail; an official trail opening is planned for June.
 - **Support the development of the disc golf course:** the CRD will provide leveraging funding to support the disc golf club’s NDIT grant application to aid development of the course.
 - **Review the field maintenance funding contribution agreements with groups at the Esler Sports Complex:** renewal agreements will be proposed at the 2025 ERAC spring meeting.

6. 2028 business plan goal (CRD staff)

- CRD staff updated the Commission on the 2028 goal to build a new access road to the sports complex. Melynda and Darron will be meeting with MLA Lorne Doerkson to seek his support for the road access construction.

7. 2023 Water Report review (CRD staff)

The overall annual water use at the complex can be a maximum of 2.5 million USG. The annual allocations for each user group are as follows:

- Soccer: 2,000,000 US Gallons
- Minor Fastball: 150,000 US Gallons
- Slo-Pitch: 350,000 US Gallons

According to the Water Report, the following amounts were used in 2023:

- Soccer: 1,507,280 US Gallons
- Minor Fastball: No readings in gallons provided. Static head levels were provided with each reading being around 48.
- Slo-Pitch: 142,700 US Gallons

The groups – not including Cariboo Disc Golf- will continue to report water use and static well levels monthly throughout the irrigation season. Current water allocations should remain fine and field improvements continue to aid in water retention.

8. ERAC appointments (User Groups)

Res B

“That the Esler Recreation Advisory Commission members for 2024 be appointed as follows: Linda Barbondy for the Williams Lake Slo-Pitch League, Brian Hansen for the Williams Lake Soccer Associations, Nick Surette for the Williams Lake Minor Fastball Association, Mark Savard for the Cariboo Disc Golf Club, and Bruce Newbery and Pierre Mayette for the Esler Community Association.”

By Consensus

9. Other business

- No other business was brought forward at the meeting.

10. Next meeting (*as required, planned for spring 2025*)



Date: 26/06/2024

To: Chair and Directors, Cariboo Regional District Board

And To: Murray Daly, Chief Administrative Officer

From: Alice Johnston, Manager of Corporate Services/Deputy CAO

Date of Meeting: Cariboo Regional District Board_Jul05_2024

File: [Click here to enter text.](#)

Short Summary:

2024-2034 Canada Community-Building Fund Agreement

Voting:

Corporate Vote - Weighted

Memorandum:

Attached is the 2024-2034 Community Works Fund Agreement between the CRD and the UBCM. In addition to the signed agreement, the UBCM is requesting a Board resolution authorizing it.

Attachments:

- 1) Letter from Brant Felker, Manager, CCBF Program Services, UBCM
- 2) Agreement

Financial Implications:

[Click here to enter text.](#)

Policy Implications:

n/a

Alignment with Strategic Plan:

- Infrastructure and Asset Management:** To establish a systematic, predictable approach to managing the regional district's assets and infrastructure that builds on current asset management data and condition assessments.
- Enhanced Communications and Engagement:** To build trust and credibility of the regional district by enhancing our communications and engagement with citizens, stakeholders, and volunteers.
- Effective and Responsive Land Use Planning and Development:** To ensure our land use planning and development is responsive to future growth and housing needs, anticipates risks and hazards

associated with climate change and provides efficient and consistent processes for landowners and developers.

- Relationships with First Nations:** To foster a healthy and inclusive region by building and strengthening our relationships with First Nations and embracing the principles of reconciliation.

[Click here to enter text.](#)

CAO Comments:

[Click here to enter text.](#)

Options:

- 1) Endorse recommendation;
- 2) Other action.

Recommendation:

That the Cariboo Regional District Board Chair and Manager of Corporate Administration be authorized to execute the 2024-2034 Community Works Fund Agreement under the Administrative Agreement on the Canada Community-Building Fund, as attached.



June 21, 2024

Murray Daly
Chief Administrative Officer
Cariboo Regional District
180 North 3rd Avenue, Suite D
Williams Lake, BC V2G 2A4

SENT VIA E-MAIL: mdaly@cariboord.ca

Dear Murray Daly:

RE: 2024-2034 CANADA COMMUNITY-BUILDING FUND AGREEMENT

Please find enclosed the 2024-2034 Community Works Fund Agreement between the Cariboo Regional District and the Union of BC Municipalities. As part of the renewed Canada Community-Building Fund Agreement, the CWF will continue to provide dedicated and predictable funds to each local government in British Columbia for investments in local infrastructure and capacity-building priorities.

In order to receive your first CWF payment for the 2024/25 funding year, please review the Agreement, sign, and return to ccbf@ubcm.ca.

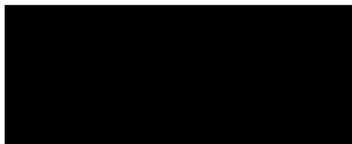
Once we have received the Agreement, we will return an executed version for your records.

Please also include a Board resolution authorizing the Chair and Corporate Officer to sign on behalf of your local government.

We have provided a program guide, an information sheet, and estimated funding for the first five years of the program on our UBCM CCBF [website](#).

If you have any questions, please emails us at ccbf@ubcm.ca or call us at 250-356-5134.

Sincerely,



Brant Felker
Manager, CCBF Program Services

2024-2034 COMMUNITY WORKS FUND AGREEMENT
under the
ADMINISTRATIVE AGREEMENT
ON THE CANADA COMMUNITY-BUILDING FUND

This Agreement made as of _____, 202__,

BETWEEN:

Cariboo Regional District (the Local Government)

AND

The **UNION OF BRITISH COLUMBIA MUNICIPALITIES** (UBCM) as continued by section 2 of the *Union of British Columbia Municipalities Act RSBC 2006, c.1*, as represented by the President (the "UBCM")

1. PURPOSE

The purpose of this Community Works Fund Agreement is to set out the roles and responsibilities of the Local Government and UBCM related to any Community Works Fund funds that may be delivered to the Local Government by UBCM.

2. SCHEDULES

The following annexes and schedules, originating in whole or part from the Agreement, are attached to and form part of this Community Works Fund Agreement:

Schedule A:	Ultimate Recipient Requirements
Schedule B:	Eligible Project Categories
Schedule C:	Eligible and Ineligible Expenditures
Schedule D:	Program Reporting
Schedule E:	Communications Protocol
Schedule F:	Asset Management
Schedule G:	Housing Report

3. ROLE OF UBCM

3.1 UBCM has, pursuant to the Agreement, agreed with Canada and British Columbia to:

- a) receive CCBF funding from Canada and allocate funds so received from Canada pursuant to the Agreement, including allocating Community Works Funds to the Local Government to be spent on Eligible Projects and Eligible Expenditures in accordance with the terms and conditions of this Community Works Fund Agreement;
- b) report to Canada and British Columbia, including Annual Reports and Outcome Reports, as required by the Agreement; and

c) fulfill other roles and responsibilities as set out in the Agreement.

4. CONTRIBUTION PROVISIONS

4.1 Over the term of this Community Works Fund Agreement, UBCM will pay the Local Government its annual allocation within 30 days of receipt of such funds from Canada.

4.2 Payments under section 4.1 are subject to UBCM receiving sufficient CCBF funds from Canada, and Local Government compliance with this Community Works Fund Agreement and any other Funding Agreement under the Prior Agreement.

4.3 Annual allocation is based on a formula set out in section 1.1 of Annex B of the Agreement. In the first year of this Community Works Fund Agreement, the Local Government will receive \$941,222, in two equal instalments which, subject to section 4.2, are expected to be delivered in the month following July 15 and between November 15, 2024 and March 31, 2025.

4.4 Annual allocation to the Local Government for all subsequent years under this Community Works Fund Agreement continue to be based on the funding formula set out in the Agreement, but are subject to change by UBCM from the amount set out in section 1.1 of Annex B of the Agreement due to such circumstances as local government boundary changes and new Local Government incorporations, changes in Census populations and changes in amounts that may be received by UBCM from Canada.

4.5 Timing of payments in subsequent years under this Community Works Fund Agreement to the Local Government by UBCM are subject to change due to any changes in timing of payments to UBCM by Canada.

5. USE OF FUNDS BY LOCAL GOVERNMENT

5.1 Any CCBF funding that may be received by the Local Government and any Unspent Funds, and any interest earned thereon held by the Local Government must be used by the Local Government in accordance with this Community Works Fund Agreement, including specifically Section 6. (Commitments of the Local Government).

5.2 Any CCBF funding that may be received by the Local Government and any Unspent Funds, and any interest earned thereon held by the Local Government will be treated as federal funds with respect to other federal infrastructure programs.

6. COMMITMENTS OF THE LOCAL GOVERNMENT

6.1 The Local Government shall:

- a) Be responsible for the completion of each Eligible Project in accordance with Schedule B (Eligible Project Categories) and Schedule C (Eligible and Ineligible Expenditures).
- b) Comply with all requirements outlined in Schedule D (Program Reporting), Schedule E (Communications Protocol) and Schedule G (Housing Report).

- c) Continue to strengthen the development and implementation of asset management best practices over the course of the Agreement, in accordance with Schedule F.
- d) Invest, in a distinct account, Community Works Fund funding it receives from UBCM in advance of it paying Eligible Expenditures.
- e) With respect to Contracts, award and manage all Contracts in accordance with their relevant policies and procedures and, if applicable, in accordance with the Agreement on International Trade and applicable international trade agreements, and all other applicable laws.
- f) Invest into Eligible Projects, any revenue that is generated from the sale, lease, encumbrance or other disposal of an asset resulting from an Eligible Project where such disposal takes place within (5) years of the date of completion of the Eligible Project.
- g) Allow Canada and UBCM reasonable and timely access to all of its documentation, records and accounts and those of their respective agents or Third Parties related to the use of CWF funding and Unspent Funds, and any interest earned thereon, and all other relevant information and documentation requested by Canada or its designated representatives for the purposes of audit, evaluation, and ensuring compliance with this Administrative Agreement.
- h) Keep proper and accurate accounts and records in respect of all Eligible Projects for at least six (6) years after completion of the Eligible Project and, upon reasonable notice, make them available to Canada and UBCM. Keep proper and accurate accounts and records relevant to the CWF program for a period of at least six (6) years after the termination of this Administrative Agreement.
- i) Ensure your actions do not establish or be deemed to establish a partnership, joint venture, principal-agent relationship or employer-employee relationship in any way or for any purpose whatsoever between Canada and the Local Government, or between Canada and a Third-Party.
- j) Ensure that the Local Government do not represent themselves, including in any agreement with a Third Party, as a partner, employee or agent of Canada.
- k) Ensure that no current or former public servant or public office holder to whom any post-employment, ethics and conflict of interest legislation, guidelines, codes or policies of Canada applies will derive direct benefit from CCBF funding, Unspent Funds, and interest earned thereon, unless the provision or receipt of such benefits is in compliance with such legislation, guidelines, policies or codes.
- l) Ensure that the Local Government will not, at any time, hold the Government of Canada, British Columbia, or UBCM, its officers, servants, employees or agents responsible for any claims or losses of any kind that the Local Government, Third Parties or any other person or entity may suffer in relation to any matter related to CCBF funding or an Eligible Project and that the Local Government will, at all times, compensate the Government of Canada, British Columbia, or UBCM, its officers, servants, employees, and agents for any claims or losses of any kind that any of the Local Government may suffer in relation to any matter related to CCBF funding or an Eligible Project.
- m) Agree that any CCBF funding received will be treated as federal funds for the purpose of other federal infrastructure programs.
- n) Agree that the above requirements which, by their nature, should extend beyond the expiration or termination of this Administrative Agreement, will extend beyond such

expiration or termination.

7. TERM

This Community Works Fund Agreement will be effective as of April 1, 2024 and will be in effect until March 31, 2034 unless the Parties agree to renew it. In the event where this Community Works Fund Agreement is not renewed, any CCBF funding and Unspent Funds, and any interest earned thereon held by the Local Government, that have not been expended on Eligible Projects or other expenditures authorized by this Community Works Fund Agreement as of March 31, 2034 will nevertheless continue to be subject to this Community Works Fund Agreement until such time as may be determined by the Parties.

8. SURVIVAL

The rights and obligations, set out in Sections 5.1, 5.2 and 6.1 will survive the expiry or early termination of this Community Works Fund Agreement and any other section which is required to give effect to the termination or to its consequences shall survive the termination or early termination of this Community Works Fund Agreement.

9. AMENDMENT

The Local Government acknowledges that the Agreement may from time to time be amended by agreement of Canada, British Columbia and UBCM and if and whenever such amendments to the Agreement are made, the Local Government agrees that UBCM may require this Community Works Fund Agreement to be amended to reflect, at the sole discretion of UBCM, the amendments made to the Agreement. Where UBCM requires this Community Works Fund Agreement to be so amended, it will provide to the Local Government notice in writing of the amendments it requires. Such amendments shall form part of this Community Works Fund Agreement and be binding on the Local Government and UBCM thirty (30) days after such notice, unless before then the Local Government elects in writing to give written notice of termination of this Community Works Fund Agreement to UBCM.

10. WAIVER

No provision of this Community Works Fund Agreement shall be deemed to be waived by UBCM, unless waived in writing with express reference to the waived provisions and no excusing, condoning or earlier waiver of any default by the Local Government shall be operative as a waiver, or in any way limit the rights and remedies of UBCM or Canada.

11. NO ASSIGNMENT

This Community Works Fund Agreement is not assignable by the Local Government and the Local Government shall not assign, pledge, or otherwise transfer any entitlement to allocation of funds under this Community Works Fund Agreement to any person and shall upon receipt of any allocation of funds hereunder pay and expend such funds thereafter only in accordance with the terms of this Community Works Fund Agreement.

12. NOTICE

Any notice, information or document provided for under this Community Works Fund Agreement must be in writing and will be effectively given if delivered or sent by mail, postage or other charges prepaid, or by email. Any notice that is delivered will have been received on delivery; and any notice mailed will be deemed to have been received eight (8) calendar days after being mailed.

Any notice to UBCM will be addressed to:

Executive Director

525 Government Street

Victoria, British Columbia

V8V 0A8

Email: ccbf@ubcm.ca

Any notice to the Local Government will be addressed to:

The Corporate Officer at the place designated as the Local Government office.

SIGNATURES

This Community Works Fund Agreement has been executed on behalf of the Local Government by those officers indicated below and each person signing the agreement represents and warrants that they are duly authorized and have the legal capacity to execute the agreement.

Cariboo Regional District

UNION OF BC MUNICIPALITIES

Original signed by:

Original signed by:

Chair

Corporate Officer

Corporate Officer

General Manager, Victoria Operations

Signed by Cariboo Regional District on the _____ day of _____, 202__.

The Community Works Fund Agreement have been executed by UBCM on the _____ day of _____, 202__.

Schedule A – Definitions

“Affordable Housing” means a dwelling unit where the cost of shelter, including rent and utilities, is a maximum of 30% of before-tax household income. The household income is defined as 80% or less of the Area Median Household Income (AMHI) for the metropolitan area or rural region of the Ultimate Recipient.

“Administrative Agreement or Agreement” means the 2024-2034 Administrative Agreement on the Canada Community-Building Fund in British Columbia and UBCM.

“Asset Management” means an integrated process, bringing together skills, expertise, and activities of people; with information about a community’s physical and natural assets; and finances; so that informed decisions can be made, supporting Sustainable Service Delivery.

“Canada Community-Building Fund” (CCBF) means the program established under section 161 of the *Keeping Canada’s Economy and Jobs Growing Act*, S.C. 2011, c. 24 as amended by section 233 of the *Economic Action Plan 2013 Act, No. 1*, S.C. 2013, c. 33, as the Gas Tax Fund and renamed the Canada Community-Building Fund in section 199 of *Budget Implementation Act, 2021, No. 1*.

“Chief Financial Officer” means in the case of a municipality, the officer assigned financial administration responsibility under S. 149 of the *Community Charter*, and in the case of a Regional District, the officer assigned financial administration responsibility under S. 199 of the *Local Government Act*, R.S.B.C. 1996, c.323.

“Community Works Fund” means the fund provided from the Canada Community-Building Fund to be dispersed to local governments based on a percentage of the per capita allocation for local spending priorities in accordance with the terms and conditions set out in the Agreement.

“Community Works Fund Agreement” means this Agreement made between UBCM and Local Government.

“Contract” means an agreement between an Ultimate Recipient and a Third Party whereby the latter agrees to supply a product or service to an Eligible Project in return for financial consideration.

“Core Housing Need” means a household living in an unsuitable, inadequate or unaffordable dwelling and cannot afford alternative housing in their community.

“Eligible Expenditures” means those expenditures described as eligible in Schedule C (Eligible and Ineligible Expenditures).

“Eligible Projects” means projects as described in Schedule B (Eligible Project Categories).

“Funding Agreement” means an agreement between British Columbia and UBCM and an Ultimate Recipient setting out the terms and conditions of the CCBF funding to be provided to the Ultimate Recipient, containing, at a minimum, the elements in Schedule A (Ultimate Recipient Requirements).

“Gender Based Analysis Plus” (GBA Plus or GBA+) is an analytical process that provides a rigorous method for the assessment of systemic inequalities, as well as a means to assess how diverse groups of women, men, and gender diverse people may experience policies, programs and initiatives. The “plus” in GBA Plus acknowledges that GBA Plus is not just about differences between biological (sexes) and socio-cultural (genders). GBA Plus considers many other identity factors such as race, ethnicity, religion, age, and mental or physical disability, and how the interaction between these factors influences the way we might experience government policies and initiatives. Conducting a GBA Plus analysis involves considering all intersecting identity factors as part of GBA Plus, not only sex and gender. GBA+ is a priority for the Government of Canada.

“Housing Needs Assessment” means a report informed by data and research describing the current and future housing needs of a municipality or community according to guidance provided by Canada.

“Housing Report” means the duly completed housing report to be prepared and delivered by British Columbia and UBCM to Canada annually by September 30, as described in Schedule G (Housing Report).

“Ineligible Expenditures” means those expenditures described as ineligible in Schedule C (Eligible and Ineligible Expenditures).

“Infrastructure” means municipal or regional, publicly or privately owned tangible capital assets, or natural assets, in British Columbia primarily for public use or benefit.

“Local Government” means a municipality as defined in the *Community Charter* [SBC 2003] Chapter 26, a regional district as defined in the *Local Government Act* [RSBC 1996] Chapter 323, and the City of Vancouver as continued under the *Vancouver Charter* [SBC 1953] Chapter 55.

“Oversight Committee” means the committee established to monitor the overall implementation of this Administrative Agreement as outlined in section 7 (Oversight Committee) of this Administrative Agreement.

“Party” means Canada, British Columbia or UBCM when referred to individually and collectively referred to as “Parties”.

“Previous Agreements” means any agreements between Canada, British Columbia and UBCM for the purposes of administering the Gas Tax Fund or Canada Community-Building Fund (CCBF).

“Prior Community Works Fund Agreement” means the 2014-2024 Community Works Fund Agreement between this Local Government and the UBCM.

Third Party” means any person or legal entity, other than Canada, British Columbia and UBCM or an Ultimate Recipient, who participates in the implementation of an Eligible Project by means of a Contract.

“Sustainable Service Delivery” means ensuring that current community service needs, and how those services are delivered (in a socially, economically and environmentally responsible

manner), do not compromise the ability of future generations to meet their own needs. Sound asset management practices support Sustainable Service Delivery by considering community priorities, informed by an understanding of the trade-offs between the available resources and the desired services.

“Ultimate Recipient” means this Local Government

- (i) a Local Government or its agent (including its wholly owned corporation);
- (ii) a non-local government entity, including Indigenous recipients, non-governmental and not-for-profit organizations, on the condition that the Local Government(s) has (have) indicated support for the project through a formal resolution of its (their) council(s) or board(s) and that the entity receiving funds delivers a service typical of local government.
- (iii) TransLink, BC Transit, and Islands Trust

“Unspent Funds” means funds that have not been spent towards an Eligible Project or eligible costs in accordance with this Agreement or the Previous Agreements prior to the effective date of this Agreement.

SCHEDULE B - Eligible Project Categories

Eligible Projects include investments in Infrastructure for its construction, renewal or material enhancement in each of the following categories (as defined in the current program terms and conditions):

1. Local roads and bridges – roads, bridges and active transportation infrastructure
2. Short-sea shipping – infrastructure related to the movement of cargo and passengers around the coast and on inland waterways, without directly crossing an ocean
3. Short-line rail – railway related infrastructure for carriage of passengers or freight
4. Regional and local airports – airport-related infrastructure (excludes the National Airport System)
5. Broadband connectivity – infrastructure that provides internet access to residents, businesses, and/or institutions in Canadian communities
6. Public transit – infrastructure which supports a shared passenger transport system which is

available for public use

7. Drinking water – infrastructure that supports drinking water conservation, collection, treatment and distribution systems
8. Wastewater – infrastructure that supports wastewater and storm water collection, treatment and management systems
9. Solid waste – infrastructure that supports solid waste management systems including the collection, diversion and disposal of recyclables, compostable materials and garbage
10. Community energy systems – infrastructure that generates or increases the efficient usage of energy
11. Brownfield Redevelopment - remediation or decontamination and redevelopment of a brownfield site within municipal boundaries, where the redevelopment includes:
 - the construction of public infrastructure as identified in the context of any other category under the Canada Community-Building Fund, and/or;
 - the construction of local government public parks and publicly-owned social housing.
12. Sport Infrastructure – amateur sport infrastructure (excludes facilities, including arenas, which would be used as the home of professional sports teams or major junior hockey teams (e.g. Western Hockey League))
13. Recreational Infrastructure – recreational facilities or networks
14. Cultural Infrastructure – infrastructure that supports arts, humanities, and heritage
15. Tourism Infrastructure – infrastructure that attract travelers for recreation, leisure, business or other purposes
16. Resilience – Infrastructure and systems that protect and strengthen the resilience of communities and withstand and sustain service in the face of climate change, natural disasters and extreme weather events.
17. Fire halls – fire halls and fire station infrastructure – including fire trucks
18. Capacity building - includes investments related to strengthening the ability of municipalities to develop long-term planning practices including: capital investment plans, integrated community sustainability plans, integrated regional plans, housing needs assessments and housing planning, and/or asset management plans, related to strengthening the ability of recipients to develop long-term planning practices.

Note: Investments in health infrastructure (hospitals, convalescent and senior centres) are not eligible.

SCHEDULE C - Eligible and Ineligible Expenditures

1. Eligible Expenditures

1.1 Eligible Expenditures of Ultimate Recipients will be limited to the following:

- a) the expenditures associated with acquiring, planning, designing, constructing or renewal and rehabilitation of infrastructure and any related debt financing charges specifically identified with that asset;
- b) for capacity building category only, the expenditures related to strengthening the ability of Local Governments to improve local and regional planning including capital investment plans, integrated community sustainability plans, integrated regional plans, housing needs assessments, and/or asset management plans. The expenditures could include developing and implementing:
 - i. studies, strategies, or systems related to asset management, which may include software acquisition and implementation;
 - ii. studies, strategies, or systems related to housing or land use, including Housing Needs Assessments;
 - iii. training directly related to asset management planning; and
 - iv. long-term infrastructure plans.
- c) the expenditures directly associated with joint federal communication activities and with federal project signage.

1.2 Employee and Equipment Costs: The incremental costs of the Ultimate Recipient's employees or leasing of equipment may be included as Eligible Expenditures under the following conditions:

- a) the Ultimate Recipient is able to demonstrate that it is not economically feasible to tender a Contract;
- b) the employee or equipment is engaged directly in respect of the work that would have been the subject of the Contract; and,
- c) the arrangement is approved in advance and in writing by UBCM.

2. Ineligible Expenditures

The following are deemed Ineligible Expenditures:

- a) project expenditures incurred before April 1, 2005;
- b) project expenditures incurred before April 1, 2014 for the following investment categories:
 - i. highways;
 - ii. regional and local airports;
 - iii. short-line rail;

- iv. short-sea shipping;
 - v. disaster mitigation;
 - vi. broadband connectivity;
 - vii. brownfield redevelopment;
 - viii. cultural infrastructure;
 - ix. tourism infrastructure;
 - x. sport infrastructure; and
 - xi. recreational infrastructure.
- c) Fire Hall project expenditures incurred before April 1, 2021;
 - d) Fire Truck purchases as stand-alone expenditures and expenditures under the Resilience Infrastructure category before April 1, 2024;
 - e) the cost of leasing of equipment by the Ultimate Recipient, any overhead costs, including salaries and other employment benefits of any employees of the Ultimate Recipient, its direct or indirect operating or administrative costs of Ultimate Recipients, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its staff, except in accordance with Eligible Expenditures above;
 - f) taxes for which the Ultimate Recipient is eligible for a tax rebate and all other costs eligible for rebates;
 - g) purchase of land or any interest therein, and related costs;
 - h) legal fees;
 - i) routine repair or maintenance costs; and
 - j) costs associated with healthcare infrastructure or assets.

SCHEDULE D - Program Reporting

Ultimate Recipient Reporting

Ultimate Recipient requirements for program reporting under the CWF consist of the submission of an Annual Expenditure Report, and an outcomes report, which will be submitted to UBCM for review and acceptance. The reporting year is from January 1 to December 31. In addition to overall program reporting, specific asset management reporting and housing reporting obligations are described in Schedule F and G.

1. Ultimate Recipient Annual Expenditure Report

The Ultimate Recipient will provide UBCM an Annual Expenditure Report by June 1 of each year for the prior calendar year reporting which will include the following elements: unique project identifier, project title, project description, investment category, project start date, project end date, geo-location, total project cost, CCBF funding spent, closing balance, output indicator, and where applicable, a housing indicator and an outcomes indicator. A reporting template will be provided by UBCM.

The Annual Expenditure Report may also include a communications and signage report, and confirmation by the Ultimate Recipient's CFO that expenditures are eligible use of funds in accordance with the terms and conditions of this Agreement.

2. Audited Financial Report

The Ultimate Recipient must submit an Audited Financial Statement to British Columbia in order to receive funds in each reporting year.

2.1 Independent Audit or Audit Based Attestation:

UBCM will provide an independent audit opinion, or an attestation based on an independent audit and signed by a senior official designated in writing by UBCM, as to:

- a) the accuracy of the information submitted in the Financial Report Table; and
- b) that CCBF funding and Unspent Funds, and any interest earned thereon, were expended for the purposes intended.

2.2 Ultimate Recipient audit:

UBCM and Canada may perform an audit or of an Ultimate Recipient annually.

3. Housing Report

By September of 30 each year British Columbia and UBCM will provide to Canada a report on housing as outlined in Schedule G (Housing Report).

4. Outcomes Report

By March 31 of each year, British Columbia and UBCM will provide to Canada an outcomes report that will outline the following program benefits:

- a) beneficial impacts on communities of completed Eligible Projects, supported by specific outcomes examples in communities;
- b) the impact of CCBF as a predictable source of funding;
- c) progress made on improving Local Government planning and asset management, including development or update of Housing Needs Assessments; and
- d) a description of how CCBF funding has alleviated housing pressures tied to infrastructure gaps and contributed to housing supply and affordability outcomes (further details on this requirement may be found in Schedule G – Housing Report).

The outcomes report will present a narrative on how each program benefit is being met. A template and guidance document will be provided by Canada.

SCHEDULE E – Communications Protocol

In support of transparency and accountability of the CCBF, the following communications protocol will apply to all communications activities undertaken regarding any CCBF funding and will apply to the Parties and Ultimate Recipients. Communicating to Canadians on the use of CCBF funding is clearly linked with our joint accountability to Canadians. Compliance with this protocol will inform the timing and flow of any CCBF funding and is critical to meeting our joint commitment to transparency.

1. Purpose

- 1.1 The Communications Protocol applies to all communications activities related to any CCBF funding, including annual allocations and the identification and communication of projects under this Administrative Agreement. Communications activities may include, but are not limited to: public or media events, news releases, reports, digital and social media products, project signs, digital signs, publications, success stories and vignettes, photo compilations, videos, advertising campaigns, awareness campaigns, editorials, awards programs, and multi-media products.
- 1.2 Through collaboration, Canada, British Columbia and UBCM agree to work to ensure consistency in the communications activities meant for the public. This will include the importance of managing the delivery of communications activities based on the principle of transparent and open discussion.
- 1.3 Failure by British Columbia, UBCM or its Ultimate Recipient to adhere to this communication protocol may affect the timing and flow of any CCBF funding that may be transferred by Canada.

2. Joint communications approach

- a. British Columbia and UBCM agree to work in collaboration with Canada to develop a joint communications approach to ensure visibility for the program, the provision of upfront project information and planned communications activities throughout the year.

Canada will provide a “Communications Approach” template to be completed by British Columbia and UBCM. This approach will then be reviewed and approved by Canada as well as British Columbia and UBCM.

This joint communications approach will have the objective of ensuring that proactive communications activities are undertaken each year to communicate the annual allocations and key projects, as identified in the communications approach, located in both large and small communities by using a wide range of communications tools to ensure local visibility.

To accomplish this, Canada, British Columbia and UBCM agree to establish a communications subcommittee that will meet biannually. This committee will review and approve a communications plan at the beginning of each year.

- b. Canada, British Columbia and UBCM will work together on the initial annual joint communications approach, which will be finalized and approved by Canada's Co-Chair and British Columbia and UBCM agree that achievements under the joint communications approaches will be reported to the

Oversight Committee once a year.

- c. Through the communications subcommittee, British Columbia and UBCM agree to assess, with Canada, the effectiveness of communications approaches on an annual basis and, as required, update and modify the joint communications approach, as required. Any modifications will be brought to Canada's Co-Chair, British Columbia's Co-Chair and UBCM's Co-Chair, as appropriate for approval.
- d. If informed of a communications opportunity (ex. milestone event, news release) by an Ultimate Recipient, Canada, British Columbia and UBCM agree to share information promptly and coordinate participation in alignment with section 4.3, 4.5 and 5.2 of this communications protocol.
- e. Canada, British Columbia and UBCM agree to ensure the timely sharing of information, products (ex. news releases, media advisories), and approvals in support of communications delivery.

3. Inform Canada on allocation and intended use of CCBF funding for communications planning purposes

- 3.1 British Columbia and UBCM to provide to Canada upfront information on planned Eligible Projects and Eligible Projects in progress on an annual basis, prior to the construction season. Canada, British Columbia and UBCM will each agree, in this joint communications approach, on the date this information will be provided. Through the creation of a sub-committee, Canada, British Columbia and UBCM will be required to enact a communications approach that will be assessed bi-annually through the sub-committee mechanism.

In this agreement the information will include, at a minimum:

- Ultimate Recipient name; Eligible Project name; Eligible Project category, a brief but meaningful Eligible Project description; expected project outcomes including housing (if applicable); federal contribution; anticipated start date; anticipated end date; and a status indicator: not started, underway, completed.

Canada will link to the UBCM's CCBF website where this information will be accessible to the general public.

- 3.2 British Columbia and UBCM agree that the above information will be delivered to Canada in an electronic format deemed acceptable by Canada.
- 3.3 Canada, British Columbia and UBCM each agree that their joint communications approach will ensure the most up-to-date Eligible Project information is available to Canada to support media events and announcements (see 4.2 for full definition) for Eligible Projects.

4. Announcements and media events for Eligible Projects

- 4.1 At Canada's request, Canada, British Columbia and UBCM agree to coordinate an announcement regarding annual allocations of CCBF funding.

- 4.2 Media events and announcements include, but are not limited to: news conferences, public announcements, and the issuing of news releases to communicate funding of projects or key milestones (e.g. ground breaking ceremonies, completions).
- 4.3 Key milestones events and announcements (such as ground breaking ceremonies and grand openings) may also be marked by media events and announcements, news releases, or through other communications activities. Ultimate recipients, Canada, British Columbia and UBCM will have equal visibility through quotes and will follow the [Table of Precedence for Canada](#).
- 4.4 Media events and announcements related to Eligible Projects will not occur without the prior knowledge and agreement of British Columbia and UBCM, as appropriate, Canada and the Ultimate Recipient.
- 4.5 The requester of a media event or an announcement will provide at least 15 working days' notice to other parties of their intention to undertake such an event or announcement. An event will take place at a mutually agreed date and location. British Columbia and UBCM, and, as appropriate, Canada and the Ultimate Recipient will have the opportunity to participate in such events through a designated representative. If communications is proposed through the issuing of a news release (with no supporting event), Canada requires at least 15 working days' notice and 5 working days with the draft news release to secure approvals and confirm the federal representative's quote.
- 4.6 For media events, each participant will choose its own designated representative. UBCM and Ultimate Recipients are responsible for coordinating all onsite logistics.
- 4.7 British Columbia and UBCM shall not unreasonably delay the announcement of opportunities identified in annual communications plans that have been pre-approved in advance.
- 4.8 The conduct of all joint media events, announcements for project funding, and supporting communications materials (ex. News releases, media advisories) will follow the [Table of Precedence for Canada](#).
- 4.9 All joint communications material related to media events and announcements must be approved by Canada and recognize the funding of the parties.
- 4.10 All joint communications material for funding announcements must reflect Canada's Policy on Official Languages and the Policy on Communications and Federal Identity.
- 4.11 Canada, British Columbia and UBCM and Ultimate Recipients agree to ensure equal visibility in all communications activities.

5. Program communications

- 4.1 Canada, British Columbia, UBCM and Ultimate Recipients may include messaging in their own communications products and activities with regard to the CCBF.

- 4.2 The party undertaking these activities will recognize the funding of all contributors.
- 4.3 The conduct of all joint events and delivery of supporting communications materials (ex. News releases) that support program communications (ex. Such as intake launches) will follow the [Table of Precedence for Canada](#).
- 4.4 Canada, British Columbia and UBCM agree that they will not unreasonably restrict the other parties from using, for their own purposes, public communications products related to the CCBF prepared by Canada, British Columbia and UBCM or Ultimate Recipients, or, if web-based, from linking to it.
- 4.5 Notwithstanding Section 4 of Schedule E (Communications Protocol), Canada retains the right to meet its obligations to communicate to Canadians about the CCBF and the use of funding.

6. Operational communications

- 6.1 British Columbia, UBCM or the Ultimate Recipient is solely responsible for operational communications with respect to Eligible Projects, including but not limited to, calls for tender, construction, and public safety notices. Operational communications as described above are not subject to the federal official language policy.
- 6.2 Canada does not need to be informed on operational communications. However, such products should include, where appropriate, the following statement, “This project is funded in part by the Government of Canada” or “This project is funded by the Government of Canada”, as applicable.
- 6.3 British Columbia, UBCM and the Ultimate Recipient will share information as available with Canada should significant emerging media or stakeholder issues relating to an Eligible Project arise. Canada, British Columbia and UBCM will advise Ultimate Recipients, when appropriate, about media inquiries received concerning an Eligible Project.

7. Communicating success stories

- 7.1 British Columbia and UBCM to facilitate communications between Canada and Ultimate Recipients for the purposes of collaborating on communications activities and products including, but not limited to Eligible Project success stories, including the positive impacts on housing, Eligible Project vignettes, and Eligible Project start-to-finish features.

8. Advertising campaigns

- 8.1 Canada, British Columbia, UBCM or an Ultimate Recipient may, at their own cost, organize an advertising or public information campaign related to the CCBF or Eligible Projects. However, such a campaign must respect the provisions of this Administrative Agreement. In the event of such a campaign, the sponsoring party or Ultimate Recipient agrees to inform the other parties of its intention, and to inform them no less than 21 working days prior to the campaign launch.

9. Digital Communications, Websites and webpages

- 9.1 Where British Columbia and UBCM produce social media content to provide visibility to CCBF programs or projects, they shall @mention the relevant Infrastructure Canada official social media account.
- 9.2 Where a website or webpage is created to promote or communicate progress on an Eligible Project or Projects, it must recognize federal funding through the use of a digital sign or through the use of the Canada wordmark and the following wording, “This project is funded in part by the Government of Canada” or “This project is funded by the Government of Canada”, as applicable. The Canada wordmark or digital sign must link to Canada’s website, at www.infrastructure.gc.ca. The guidelines for how this recognition is to appear and language requirements are published on Canada’s website, at <http://www.infrastructure.gc.ca/pub/signage-panneaux/intro-eng.html>.

10. Project signage

- 10.1 Unless otherwise approved by Canada, British Columbia, UBCM or Ultimate Recipients will install a federal sign to recognize federal funding at Eligible Project site(s). Federal sign design, content, and installation guidelines will be provided by Canada and included in the joint communications approach.
- 10.2 Where British Columbia, UBCM or an Ultimate Recipient decides to install a sign, a permanent plaque or other suitable marker recognizing their contribution with respect to an Eligible Project, it must recognize the federal contribution to the Eligible Project(s) and be approved by Canada.
- 10.3 British Columbia, UBCM or the Ultimate Recipient is responsible for the production and installation of Eligible Project signage, or as otherwise agreed upon.
- 10.4 British Columbia and UBCM to inform Canada of signage installations on a basis mutually agreed upon in the joint communications approaches.

11. Communication Costs

- 11.1 The eligibility of costs related to communication activities that provide public information on this Administrative Agreement will be subject to Schedule C (Eligible and Ineligible Expenditures).

SCHEDULE F – Asset Management

Canada, British Columbia and UBCM agree that the measures contained in the Previous Agreements to create and foster a culture of asset management planning were effective in increasing the capacity of the diverse range of Ultimate Recipients in British Columbia and UBCM to enhance their community's sustainability.

Under the previous Agreement (2014-2024), local governments in BC demonstrated a commitment to improving asset management practices within their respective communities. As awareness and knowledge has grown, asset management practices and culture has matured. However, as noted in the *2022 Status of Asset Management in BC Report*, while moving in the right direction, there remains significant gaps and priority areas where local governments need to improve if they are to realize the full benefits of asset management.

Using the results from the *2022 Status of Asset Management in BC Report* as a guide, the Oversight Committee will develop and approve Asset Management Commitments, over the duration of this Agreement for ultimate recipients, consistent with the Asset Management for Sustainable Service Delivery: A BC Framework. Asset Management BC will be asked to provide expertise and input where appropriate.

All Ultimate Recipients will be required to meet the Asset Management Commitments. Asset Management Commitments may vary depending on whether the Ultimate Recipient is; a Local Government, a non-local government entity, Translink, and/or BC Transit. Asset Management Commitments will focus on strengthening asset management capacity over the term of the Agreement while continuing to recognize the varying capacities of Ultimate Recipients and the range of ongoing asset management activities.

The Oversight Committee will consider Asset Management Commitments under the following areas;

- Reporting on continuous improvement of Asset Management practices over the duration of the Agreement, including reporting through the Ministry of Municipal Affairs Local Government Data Entry (LGDE) System,
- Development and implementation of Long-term Financial Plans
- Ongoing Asset Management education and training, and
- Implementing asset management performance measurement.

SCHEDULE G – Housing Report

1. Housing Needs Assessments

- 1.1 By March 31, 2025, or as otherwise agreed upon by Canada and British Columbia, municipalities with a 2021 Census population of 30,000 or more are required to complete and make available to Canada a Housing Needs Assessment (HNA) prepared in accordance with provincial legislation and additional details provided, as agreed to by Canada and British Columbia, which together align with the information requirements, spirit and intent of the federal Housing Needs Assessment template and the guidance document.
- 1.2 HNAs should be used by British Columbia and UBCM in preparing the Project-Level Housing Report and the Housing Narrative in the CCBF Outcomes Report in order to identify housing pressures related to infrastructure. HNAs should also be used by municipalities to prioritize infrastructure projects that support increased housing supply where it makes sense to do so.
- 1.3 HNAs must be made publicly available on the municipal website and municipalities are to provide links to the page where the HNAs are posted to Canada for all Ultimate Recipients in their jurisdiction that have a 2021 Census population of 30,000 or more.
- 1.4 A separate HNA Guidance Document has been provided by Canada.

2. Project-Level Housing Report

By September 30 of each year, starting in 2025, British Columbia and UBCM will provide Canada a Housing Report in an electronic format deemed acceptable by Canada consisting of the following:

2.1 Methodology

British Columbia and UBCM will provide a description of the process used to collect data and information presented in the Housing Report. The methodology section should include the following information:

- Scope of the report and related rationale.
- Reporting process used to collect data from Ultimate Recipients.
- Identification of baseline data and other data sets used for the purposes of the report and which data has been excluded.
- How performance indicators were assessed in British Columbia.

2.2 Municipalities Identified for Project-Level Reporting

Criteria for Project-Level Reporting

Municipalities with a population of 30,000 or more, outside of the Metro Vancouver Region, that have housing pressures that can be addressed through closing infrastructure gaps or building capacity where it makes sense to do so, must:

- be included in Table 1 (below); and,
- provide project-level data on housing requirements to British Columbia and UBCM, for inclusion in the Housing Report that will be submitted by British Columbia and UBCM to Canada.

HNA and project-level reporting requirements can also be applied to other municipalities as agreed to by Canada, British Columbia and UBCM. Municipalities that do not meet these criteria may additionally be included at the discretion of British Columbia and UBCM, but are not required by Canada to include project-level data in the annual Housing Report.

British Columbia and UBCM will be expected to summarize project-level information from the municipalities identified by the above criteria to report to Canada annually.

The following table (**Table 1**) is to be used as a template to identify municipalities required to provide project-level reporting and to identify housing pressures related to infrastructure needs. Housing pressures should be consistent with needs and pressures identified by Ultimate Recipients in their HNAs. British Columbia and UBCM will provide an aggregate of this table to Canada in their annual Housing Report.

Ultimate Recipient	Project Level Reporting Criteria	Key Infrastructure-Related Housing Pressures
<i>Name of the municipality</i>	<i>Identify which criteria as noted above applies</i>	<i>Identify key housing gaps and needs that are related to infrastructure</i>

Table 1: Ultimate Recipients Identified for Project Level Reporting

2.3 Project-Level Housing Outcomes

For municipalities required to provide project-level reporting, British Columbia and UBCM are required to collect project-level data on housing outcomes and to complete the table below (Table 2) on an annual basis.

Table 2 is intended to link the housing pressures identified in Table 1 and in HNAs with outcomes supported by CCBF projects that can help Ultimate Recipients to address their specific housing pressures. More specifically, Table 2 is to be completed by Ultimate Recipients outlined in Section 1.2. It will include a subset of the projects from the above project list and this subset represents projects with housing outcomes.

Project ID	Ultimate Recipient	Project Title	Project Description	Investment Category	Housing Outcomes and Indicators
<i>As provided in program reporting (Schedule D)</i>	<i>As provided in Table 1</i>	<i>As provided in program reporting (Schedule D)</i>	<i>Provide a brief description of the project</i>	<i>Indicate which CCBF category the project falls under</i>	<i>Identify key housing outcomes and indicators (section 2.3) that will be used to measure success.</i>

Table 2: Project-Level Reporting on Housing Outcomes

2.3.1 Housing Outcome Indicators

For each of the projects listed in Table 2, British Columbia and UBCM shall report on the following core indicators, as relevant to each investment category.

- # of housing units supported or preserved; and
- # of affordable housing units supported or preserved.

Units enabled is a measure of increased capacity for potential housing development as a result of the infrastructure investment made and, in some cases, where CCBF funding contributed directly to housing development (e.g., building social housing as part of brownfield remediation category, may include new units directly supported by CCBF funding).

3. Housing Narrative in the CCBF Outcomes Report

By March 31st each year, starting in 2026, British Columbia and UBCM shall provide Canada with a narrative report on program-level housing outcomes. This narrative report will be aligned with and incorporated into the annual CCBF Outcomes Report.

The housing narrative should outline how CCBF has supported housing supply and affordability pressures within British Columbia and UBCM's jurisdiction, over the reporting period, and measures taken between British Columbia, UBCM and Ultimate Recipients to improve housing supply and improve housing affordability for Canadians. It should also align with identified needs within Ultimate Recipients Housing Needs Assessments once they have been developed.

Further, British Columbia and UBCM must include in their Outcomes Report a narrative assessment of measures they have taken to improve housing outcomes through CCBF funded infrastructure projects. This should include:

- How Ultimate Recipients have prioritized specific infrastructure investments, where it made sense to do so, that support an increased supply of housing (e.g., upgrading pipes to support densification rather than sprawl, or remediating a brownfield site that could then be used for affordable housing);
- How Ultimate Recipients are utilizing CCBF funding to build local capacity for sound land use and development planning (e.g., through the capacity building category).
- Any measures taken to preserve and/or increase supply and mix of affordable housing (e.g., minimizing displacement, making land available for non-market housing, minimum affordability requirements for private developers); and

This housing narrative must also include responses to the following questions:

- How many or what percentage of projects from the total CCBF project list contribute to an increase in housing supply and how many housing units were supported or preserved (as outlined in 2.3.1)?
- What percentage of total housing units supported or preserved are affordable?
- How many communities have published a new Housing Needs Assessment or an updated one within the last 5 years?

For further information and details on the housing narrative portion of the Outcomes Report please refer to the Housing Report Template and Guidance document.

4. Assessment of the Housing Reports and Compliance

4.1 Assessment of Housing Reports

Both the project-level housing report and the housing narrative on program-level housing outcomes will be assessed against the Government of Canada's Evaluation Framework as well as HNAs.

4.2 Compliance

Failure by British Columbia, UBCM or its Ultimate Recipient to adhere to this Schedule may affect the timing and flow of any CCBF funding that may be transferred by Canada. Repeated or sustained failures to comply with the terms of this Schedule could result in downward adjustment of allocations for British Columbia, UBCM or Ultimate Recipient for future Infrastructure Canada programs.

FIRST NATIONS RELATIONS COMMITTEE MINUTES

June 11, 2024

10:00 a.m.

Cariboo Regional District Board Room

Suite D - 180 Third Avenue North

Williams Lake, B.C.

PRESENT : Chair T. Pare, Director J. Massier, Director E. de Vries (via Teams)

STAFF : L. Schick, Deputy Corporate Officer, G. Pinchbeck, Manager of Communications, Stephanie Masun, Manager of Intergovernmental Relations

1. CALL TO ORDER

1.1 Adoption of Agenda

Moved Director Massier

Seconded Chair Pare

That the agenda items be adopted as presented.

Carried

2. DISCUSSION ITEMS

2.1 Committee Terms of Reference

2.2 Strategic Plan Item 4 - Relationships With First Nations

2.3 COVID Safe Restart Allocation to Support Local Indigenous Communities, Truth and Reconciliation Events

3. ADJOURNMENT

Moved Director Massier

Seconded Director de Vries

That the meeting of the First Nations Relations Committee be adjourned at 11:15 a.m.,
June 11, 2024.

Carried

Chair

Manager of Corporate Services



**NORTH CARIBOO
RURAL DIRECTORS CAUCUS
MINUTES**

**June 11, 2024
4:00 p.m.
CRD Meeting Room
#102 - 410 Kinchant Street
Quesnel, BC**

PRESENT : Chair M. Sjostrom, Director B. Bachmeier (via phone), Director J. Massier, Director J. Glassford

STAFF : D. Campbell, Manager of Community Services

1. CALL TO ORDER

1.1 Adoption of Agenda

NCR.2024-6-1

Moved Director Massier
Seconded Director Bachmeier

That the agenda be adopted as presented.

Carried

2. ADOPTION OF MINUTES

2.1 Minutes of the North Cariboo Rural Directors Caucus - April 9, 2024

NCR.2024-6-2

Moved Director Massier
Seconded Director Glassford

That the minutes of the North Cariboo Rural Directors Caucus meeting, held April 9, 2024, be adopted.

Carried

3. INFORMATION ITEMS

3.1 Invitation to City of Quesnel Canada Day Celebrations

NCR.2024-6-3

Moved Director Glassford

Seconded Director Massier

That Director Bachmeier be designated to speak on behalf of the rural caucus at the City of Quesnel's Canada Day celebration

Carried

5. ADJOURNMENT

NCR.2024-6-4

Moved Director Massier

Seconded Director Glassford

That the meeting of the North Cariboo Rural Directors Caucus be adjourned at 4:40 p.m., June 11, 2024.

Carried

Chair

June 13, 2024

A meeting of the South Cariboo Regional Airport Commission was held on June 13, 2024 at 12:30 p.m. at the South Cariboo Regional Airport in 108 Mile, BC.

Present: Chair Al Richmond; Commissioners Margo Wagner, Eric de Vries, Maureen Pinkney, and Larry Davis

By phone: Commissioner Les Kallos

Staff: Darron Campbell, Manager of Community Services; Ross Donahue, Airport Manager.

Meeting Called to Order

Res. A Moved Commissioner Wagner; Seconded Commissioner de Vries:

“That the agenda items be accepted for consideration.”

Carried Unanimously

Election of Chair and Membership Appointments

First call for nominations by the Manager of Community Services for the position of Chair of the South Cariboo Regional Airport Commission for the year 2023. Commissioner Richmond was nominated for the position of Chair.

Second call for nominations.

Third and final call for nominations.

There being no further nominations, Commissioner Richmond was declared the Chair of the South Cariboo Regional Airport Commission for the year 2024

Res. B Moved Commissioner Wagner; Seconded Commissioner Pinkney:

“That Commissioner Richmond be appointed to the position of Chair of the South Cariboo Regional Airport Commission for the year 2024. Further, that Directors Al Richmond, Margo Wagner, Eric de Vries, and Maureen Pinkney and members-at-large Les Kallos, Larry Davis and Greg Atherton be appointed to the commission.”

Carried Unanimously

Review of Last Meeting's Minutes

The minutes of the last commission meeting were reviewed.

Res. C Moved Commissioner Davis; Seconded Commissioner Kallos:

"That the Minutes of the South Cariboo Regional District Airport Commission meeting held April 13, 2023 be received."

Carried Unanimously

Airport Manager's Report for 2023 and spring 2024

Res. D Moved Commissioner Wagner; Seconded Commissioner Davis:

"That the Airport Manager's verbal report and the email correspondence regarding aircraft utilizing non-runway, grass areas of the airport be received. Further, that pilots requesting to use unmaintained grass areas for landing and take-off be advised that they do so at their own risk and pilot discretion and the Regional District accepts no responsibility or obligation for the suitability of these unmaintained areas for aircraft movements.

Carried Unanimously

Res. E Moved Commissioner de Vries; Seconded Commissioner Pinkney

That purchase and installation of a Canadian In-Flight Information Broadcasting (CIFIB) ADB-S transmitter be approved for 2024 at a cost of up to \$5000 for initial purchase and set-up and \$2,000 per year thereafter. And further that the appropriate signatories be authorized to enter into the required Site Licence Agreement with the CIFIB Association.

2024 Business Plan Goals Update

The status of business plan goals for 2024 was reviewed.

Res. F Moved Commissioner Kallos; Seconded Commissioner Wagner:

"That, if possible, the approach and departure instrument procedures be redesigned to avoid known obstacles and enable the procedures to be republished in the Canadian Air Pilot guide."

Carried Unanimously

Adjournment

Res. G Moved Commissioner de Vries; Seconded Commissioner Davis:

“That the meeting of the South Cariboo Regional Airport Commission be adjourned at 1:32pm, June 13, 2024.”

Carried Unanimously

Certified Correct:

Al Richmond, Commission Chair



**CARIBOO REGIONAL DISTRICT
SOUTH CARIBOO JOINT COMMITTEE MINUTES**

June 17, 2024

12:00 p.m.

**District of 100 Mile House Council Chambers
385 Birch Avenue
100 Mile House, BC**

PRESENT: Co-Chair M. Wagner, Director A. Richmond (by phone), Director E. de Vries, Co-Chair M. Pinkney, Councillor D. Barnett, Councillor J. Guimond, Councillor D. Mingo

STAFF: M. Daly, Chief Administrative Officer, D. Campbell, Manager of Community Services, Cariboo Regional District, T. Boulanger, CAO, District of 100 Mile House, Sheena Elias, Deputy Director of Corporate Administration, J. Dickerson, Manager of Recreation, District of 100 Mile House, R. Scott, Deputy CAO, District of 100 Mile House (by phone)

1. CALL TO ORDER

1.1 Adoption of Agenda

SCJ.2024-1

That the agenda be adopted as presented.

By Consensus

2. ADOPTION OF MINUTES

2.1 Minutes of the South Cariboo Joint Committee Meeting - May 6, 2024

SCJ.2024-2

That the minutes of the South Cariboo Joint Committee meeting, held May 6, 2024, be adopted.

By Consensus

3. DELEGATIONS

3.1 Central Chilcotin Rural Rehabilitation

Percy Guichon and Mike Tomlinson from Central Chilcotin Rural Rehabilitation were in attendance to present information regarding the Pressy Lake Pilot Project.

4. ACTION ITEMS

4.1 Funding Request from 100 Mile Community Band

SCJ.2024-3

That the 100 Mile Community Band be provided with a Cariboo Regional District Year-Round Grant for Assistance application and the funding request be referred to District of 100 Mile House Council for its consideration.

By Consensus

4.2 2024 Capital and Equipment Plan Allocations

SCJ.2024-4

That the updated 2024-2026 South Cariboo Recreation capital plan be approved as presented, with the recreation centre office renovation moving forward to 2024 at a cost of \$16,500, and an increase for the curling rink dehumidifier of \$3,500 and the entrance sign upgrade being delayed until 2026.

By Consensus

6. **ADJOURNMENT**

SCJ.2024-5

That the meeting of the South Cariboo Joint Committee be adjourned at 12:58 p.m.,
June 17, 2024.

By Consensus

Co-Chair



**CARIBOO REGIONAL DISTRICT
COMMITTEE OF THE WHOLE MINUTES**

June 19, 2024

9:30 am

**Cariboo Regional District Board Room
Suite D - 180 Third Avenue North
Williams Lake, B.C.**

PRESENT: Chair M. Wagner, Vice Chair M. Neufeld, Director M. Sjostrom, Director B. Bachmeier (via Teams), Director S. Forseth, Director M. LeBourdais, Director J. Glassford, Director T. Pare, Director B. Anderson, Director E. de Vries, Director M. Pinkney,

ABSENT: Director J. Massier, Director A. Richmond (for a portion of the meeting) Director E. Coleman, Director S. Rathor, Director L. Roodenburg (for a portion of the meeting)

STAFF: M. Daly, Chief Administrative Officer, A. Johnston, Manager of Corporate Services/Deputy CAO, L. Schick, Deputy Corporate Officer, N. Whitehead, Manager of Planning Services, G. Pinchbeck, Manager of Communications, V. Hoefels, Chief Building Inspector

1. CALL TO ORDER

1.1 Adoption of Agenda

COW.2024-6-1

Moved Director Pinkney
Seconded Director de Vries

That the agenda be adopted as presented with the addition of discussion items regarding municipal support for Regional District projects and the Rural Economic Diversification and Infrastructure Program.

Carried

2. ADOPTION OF MINUTES

2.1 Minutes of the Committee of the Whole Meeting - April 11, 2024

COW.2024-6-2

Moved Director Glassford
Seconded Director LeBourdais

That the minutes of the Committee of the Whole meeting, held April 11, 2024, be adopted.

Carried

3. DELEGATIONS

3.1 Staff Seargeant Brad McKinnon, RCMP

RCMP Staff Sergeant Brad McKinnon and Inspector Robert Lake were in attendance, via Teams, to discuss the issue of jurisdiction over dangerous dogs.

Director Richmond joined the meeting during the delegation

Director Roodenburg joined the meeting during the delegation

5. IN-CAMERA SESSION

COW.2024-6-3

Moved Director Glassford
Seconded Director Forseth

That the meeting be closed to the public to go in-camera under sections 90(1)(f), (g), and (i) of the *Community Charter*.

Carried

The meeting recessed to go in-camera at 10:35 a.m.

The meeting reconvened at 11:25 a.m.

4. DISCUSSION ITEMS

4.2 Municipal Support for RD Projects

COW.2024-6-4

Moved Director Richmond
Seconded Director Forseth

That a letter be sent to MP Todd Doherty, encouraging appropriate recognition of regional districts in federal announcements.

Carried

The meeting recessed at 12:25 p.m.
The meeting reconvened at 1:00 p.m.

3. DELEGATIONS

3.2 Agriculture Information

The following were in attendance to discuss agriculture issues in the Cariboo and Chilcotin

Alex Kulchar, BC Cattlemen's Association (via Teams)

Chris Armes, Senior Rangeland Policy Specialist, Ministry of Forests (via Teams)

David Zirnhelt and Lisa Holm, Executive Members, Cariboo Cattlemen's Association

Lauren Bedford, Agriculture Business Liaison, Community Futures Cariboo Chilcotin

Nicole Pressey, Regional Agrologist, Ministry of Agriculture and Food (via Teams)

6. ADJOURNMENT

COW.2024-6-5

Moved Director Pinkney
Seconded Vice Chair Neufeld

That the meeting of the Committee of the Whole be adjourned at 3:09 p.m., June 19, 2024.

Carried

Chair

Manager of Corporate Services



Peter Skene Ogden Secondary
P.O. Box 910
100 Mile House, B.C.
V0K 2E0
Phone: 250 395-2461
psinfo@sd27.bc.ca

Peter Skene Ogden Secondary School

Cariboo Regional District

File No.

JUN 6 2024

Referred To

May 28, 2024

Gerald Pinchbeck
Suite D, 180 N. 3rd. Ave.
Williams Lake BC V2G 2A4

Dear Gerald Pinchbeck,

On behalf of Peter Skene Ogden Secondary School and this year's graduating class, we would like to extend our sincere appreciation for your generous support in the form of the scholarship/bursary to be announced during the graduation ceremonies on June 14th, 2024.

We will be holding our Scholarship Celebration on Tuesday, June 25th, 2024, so donors may have an opportunity to connect with their recipient and share a little history of your organization or the circumstances of your bursary/scholarship with the student. If you are unable to attend our Scholarship Celebration but would like to contact the recipient of your award, we ask that you do so **after** the scholarship celebration on June 25th, 2024. Please notify the office at 395-2461 or email psinfo@sd27.bc.ca no later than June 30, 2024, for the student's contact information.

The recipient will be receiving a letter containing information regarding the scholarship/bursary donor contact name and address, amount of award, etc. at the scholarship celebration.

The Recipient of the Cariboo Regional District Bursary for 2024 is:

Kaylee Gilbert

It is the assistance from the community that gives us, as administrators and teachers, the support to continue to do our best to provide a quality education for the young people that we serve.

We thank you again for your generosity,

PSO Scholarship Committee



100 MILE DEVELOPMENT CORPORATION

MEMO

Date: June 11, 2024
To: South Cariboo Joint Committee
From: Manager of Recreation, J. Dickerson
Re: 2024 Capital and Equipment Plan

The South Cariboo Recreation Centre is recommending that an adjustment is needed in the Capital and Equipment Plan for 2024.

We would like to defer the "facility highway sign – digital" project to 2026 and bring the "office renovation and IT" project forward to 2024. Both project costs are \$20,000, therefore there would be no increase or decrease to the capital plan.

Should the committee concur with the capital and equipment plan amendment, then the following resolution would be in order:

BE IT RESOLVED THAT the amended South Cariboo Recreation Centre budget amendment be received.


/ Josh Dickerson, Manager of Recreation

**SOUTH CARIBOO RECREATION CENTRE
2023-2026 CAPITAL AND EQUIPMENT PLAN**

revised to SCJC October 2023

Version 25 - updated Oct 2023

The following project list and timeline have been identified as priority capital works for the South Cariboo Recreation Centre in 100 Mile House. For the purposes of this plan, project costs are rough estimates. Appropriate quotes will be obtained prior to completing all capital purchases.

Capital purchases are defined as tangible items that have a value of more than \$5,000 and a service life of more than one year. Purchases not meeting this criteria and included in this plan should be coded to (1546 2140 2480 equipment/furniture) including multiple units of items such as tables and chairs.

2023 Capital and Equipment Projects	Estimated Costs	Actual	Delivery details	
Pickleball courts upgrade	\$ 225,000		District 100MH	project canceled
curling rink exterior door upgrade	\$ 20,000	\$ 22,200	CWF funding	
curling rink hot-water-on-demand	\$ 20,000	\$ 6,025	CWF funding	cancel Low-E ceiling
water treatment system	\$ 40,000		CWF funding	defer to 2024 design
floor scrubber machine	\$ 10,000	\$ 9,500	Complete	
score clock	\$ 20,000	\$ 19,000	Complete	
ball field washroom LED and low-flo	\$ 20,000	\$ 21,000	CWF funding	
outdoor skating rink	\$ 10,000		District costs	
bleacher handrails		\$ 16,000	Complete	
108 Low Mobility Trail (grant matching)	\$ 40,000	\$ 30,000	2023 grant approved	in progress
	\$ 405,000	\$ 123,725		
2024 Capital and Equipment Projects	Estimated Costs	Actual	Delivery details	
Outdoor rink design and leverage funds	\$ 500,000		full cost estimate tbd	funds to match grants and fundraising
media booth design and cost estimate	\$ 25,000			
facility highway sign - digital	\$ 20,000		with additional locations?	
ice pant compressors	\$ 25,000			
concession equipment	\$ 10,000			
ball field bleachers and lighting	\$ 50,000		LED from CWF	
curling rink dehumidifiers	\$ 5,000			
108 Low Mobility Trail (grant matching)	\$ 10,000			
	\$ 645,000			
2025 Capital and Equipment Projects	Estimated Costs	Actual	Delivery details	
lobby floor replacement	\$ 60,000			
water treatment and tank replacement	\$ 50,000		CWF	on-demand system
office space roof	\$ 30,000			
ball field fencing top rail cover	\$ 15,000			
	\$ 155,000			
2026 Capital and Equipment Projects	Estimated Costs	Actual	Delivery details	
puckboard replacement	\$ 75,000			
office renovation and IT	\$ 20,000			
	\$ 95,000			
Items for future consideration				
lift station replacement	\$ 250,000			
HVAC equipment ceiling fans arena				
electric ice-resurfacer	\$ 120,000		CWF?	



AGENDA ITEM SUMMARY



Date: 25/06/2024

To: Chair and Directors, Cariboo Regional District Board

And To: Murray Daly, Chief Administrative Officer

From: Lore Schick, Deputy Corporate Officer/Executive Assistant

Date of Meeting: Cariboo Regional District Board_Jul05_2024

File: BL 5483

Short Summary:

Cariboo Regional District North Cariboo Recreation and Parks Fees and Charges Amendment Bylaw No. 5483, 2024

Voting:

Stakeholder Vote – Weighted – Electoral Areas A, B, C, and I and City of Quesnel (Adoption requires 2/3 in favour)

Memorandum:

The Board passed the following resolution at its June 20, 2024 meeting:

That the following recommendation from the North Cariboo Joint Advisory Committee meeting on May 7, 2024 be endorsed:

That the Cariboo Regional District North Cariboo Recreation and Parks Fees and Charges Bylaw be amended to incorporate the proposed Fees and Charges presented at the May 7, 2024 meeting of the North Cariboo Joint Advisory Committee, Administration Report #16/24.

In response to the above-noted resolution, Cariboo Regional District North Cariboo Recreation and Parks Fees and Charges Amendment Bylaw No. 5483, 2024, is being brought forward for consideration of three readings and adoption.

Attachments:

Cariboo Regional District North Cariboo Recreation and Parks Fees and Charges Amendment Bylaw No. 5483,2024

Financial Implications:

Click here to enter text.

Policy Implications:

N/A

Alignment with Strategic Plan:

- Infrastructure and Asset Management:** To establish a systematic, predictable approach to managing the regional district's assets and infrastructure that builds on current asset management data and condition assessments.
- Enhanced Communications and Engagement:** To build trust and credibility of the regional district by enhancing our communications and engagement with citizens, stakeholders, and volunteers.
- Effective and Responsive Land Use Planning and Development:** To ensure our land use planning and development is responsive to future growth and housing needs, anticipates risks and hazards associated with climate change and provides efficient and consistent processes for landowners and developers.
- Relationships with First Nations:** To foster a healthy and inclusive region by building and strengthening our relationships with First Nations and embracing the principles of reconciliation.

[Click here to enter text.](#)

CAO Comments:

[Click here to enter text.](#)

Options:

1. Endorse recommendations
2. Defer
3. Other Action

Recommendation:

#1: That Cariboo Regional District North Cariboo Recreation and Parks Fees and Charges Amendment Bylaw No. 5483, 2024 be read a first, second and third time this 5th day of July, 2024.

#2: That Cariboo Regional District North Cariboo Recreation and Parks Fees and Charges Amendment Bylaw No. 5483, 2024 be adopted this 5th day of July, 2024.



CARIBOO REGIONAL DISTRICT

BYLAW NO. 5483

A bylaw of the Cariboo Regional District, in the Province of British Columbia, to amend the fees and charges for services and facilities offered by the North Cariboo Recreation and Parks Service.

WHEREAS, pursuant to the provisions of the *Local Government Act*, and amendments thereto, a Board may, by bylaw, impose fees or charges in respect of all or part of a service; and

WHEREAS, the Cariboo Regional District has, by bylaw, established fees and charges for the services and facilities offered by the North Cariboo Recreation and Parks Service by adopting Bylaw No. 3697, and amendments thereto; and

WHEREAS, the Board of Directors of the Cariboo Regional District has deemed it in the interest of good government to amend the fees and charges established by that bylaw and amendments thereto;

NOW THEREFORE, the Board of Directors of the Cariboo Regional District, duly assembled, hereby enacts as follows:

1. Title

This bylaw may be cited as “Cariboo Regional District North Cariboo Recreation and Parks Fees and Charges Amendment Bylaw No. 5483, 2024”.

2. Amendment

Schedule “A” attached to and forming part of Bylaw No. 3697 is hereby deleted in its entirety and replaced by Schedule “A”, attached to and forming part of this Bylaw.

READ a first time this ____ day of ____, 2024.

READ a second time this ____ day of ____, 2024.

READ a third time this ____ day of ____, 2024.

ADOPTED this ____ day of ____, 2024.

Chair

Manager of Corporate Services

I hereby certify the foregoing to be a true and correct copy of Bylaw No. 5483 cited as the “Cariboo Regional District North Cariboo Recreation and Parks Fees and Charges Amendment Bylaw No. 5483, 2024”, as adopted by the Cariboo Regional District Board on the ____ day of ____, 2024.

Manager of Corporate Services

**Schedule A to Cariboo Regional District North Cariboo Recreation
and Parks Fees and Charges Amendment Bylaw No. 5483, 2024**



NORTH CARIBOO RECREATION & PARKS

**FEES & CHARGES DEFINITIONS
2024-2027**

Fees and Charges Definitions

Except where specified fees do not include the applicable taxes. When provincial or federal taxes change, the total of admission fees plus tax will be amended.

Rates for the Quesnel West Fraser Centre and Arena #2 commence on August 1st each year. Rates for the Quesnel and District Arts and Recreation Centre commence on September 1st each year.

Administration Fees

Where applicable, the administration fee will be \$10. In sales where there is more than one discount applicable, **the highest discount only will apply**. There is no ability to use multiple discounts in regard to rates, fees & purchases.

Patrons, after paying admission, can leave our facility for up to a max half an hour (1/2 hr.) as a grace period.

Admissions Age Definitions

Tot	- Newborn to 4 years of age
Youth	- Ages 5- 12
Student/Teen	- Ages 13 to 18 years and/or full time (three courses or more) student at a recognized educational institution with proof of a student card or equivalent
Adult	- Ages 19- 59
Senior	- Ages 60- 79
Over 80	- Ages 80 and over
Family	- For the purposes of this rate, the definition for the Family rate applies to one (1) or two (2) parents/ grandparents/ or legal guardians and their dependent children or grandchildren.

For drop in admissions:

The family rate will only apply when at least one adult and one dependent child is admitted. A maximum of two adults and four children may be admitted, under the family rate for drop in admission.

A maximum of two adults may be admitted under the family rate for the sale of passes and punch cards. Additional children may be included for the sale of passes and punch cards, provided they meet the definition of a dependent child below.

A dependent child/ grandchild shall include the following:

- ◆ Children 18 years or younger born of said parent(s)
- ◆ Grandchildren 18 years or younger of said grandparents
- ◆ Children 18 years or younger residing in the same residence as a result of a blended family
- ◆ Adopted children 18 years or younger
- ◆ Foster children (temporary/permanent) 18 years or younger
- ◆ Any child 18 years or younger living in the residence of a legal guardian on a continuous and ongoing basis.
- ◆ Adult children 19 years or older who are living with their parent or guardian during the life of this pass who individuals with a disability or a full-time student (three courses or more) at a recognized educational institution with proof of a student card or equivalent.

Additional Family Member:

Applies only to the sale of annual passes and defined as any relative living in the same residence as the family purchasing the family pass. A 10% discount of the non-discount regular rate will be charged to add an additional family member to the annual pass.

Individuals with a Disability

This special needs adult rate applies to a patron with a permanent physical disability or an individual who is developmentally delayed. In any situation where customers require an assistant in order to access a service, the assistant will be admitted at no charge. The assistant must remain with and be responsible for the customer at all times. To qualify for a permanent or physical disability, you may be required to meet with the Manager of Recreation or designate to confirm medical records.

Advertising

The City of Quesnel on behalf of the Cariboo Regional District has the right to sell advertising in the Quesnel and District Arts and Recreation Centre or the Quesnel and District Twin Arenas. Rates are based on a 12-month period and commence at the start of each season. They may be prorated when sold mid-season. Advertising may be covered during special events due to event sponsorship requirements or specific event requirements. All advertisers are exclusively responsible for all costs of making all advertising signs. When given seven days' notice signs will be installed by appropriate staff. Advertising proofs must be approved by the City of Quesnel. Liquor and Alcohol advertising other than for City of Quesnel purposes is not permitted.

Advertising rights may be sold by contract to third parties with approval of the Cariboo Regional District.

Currently an agreement with the KIJHL Jr A Quesnel River Rush allows the club permission to sell and display advertising on the stairs, dasher boards, designated wall space, specified glass areas, Zamboni and on the ice surface under the following terms and conditions:

- Only professionally manufactured signs of a type and design approved by the City shall be permitted.
- Liquor or tobacco advertising is not permitted.
- All material costs and installation shall be at the expense of the Club
- Unsightly, damaged or inappropriate signs shall be removed by the Club, with the City reserving the right to make the final decision regarding appropriate sign content. The City and/or the CRD shall not be liable to any loss of the Club's revenue upon the removal of such signs.
- The Club agrees that the City has the right to permit other renters of the West Fraser Centre to cover advertising signage during rental uses and for special events.
- The City retains the right to sell and display, or permit others to sell and display, advertising elsewhere in the building. Nothing in this agreement shall imply that the Club has the right to sell and display advertising anywhere other than specified above.

Arts Council Member Rates

A visual or performing arts club who is an Arts Council member group may receive a 50% rental reduction from the rental rate except for meal or alcohol hosted events. Arts Council member groups are eligible for one (1) free meeting per month to a max of 2 hours.

Birthday Party

Birthday party charges will include a maximum of 15 youth and two adult public admissions, including one table. Payment is required upon confirmation of the reservation. A flat rate will be charged for admission upon registration. In the case of swimming pool birthday party, participants that are less than seven years of age additional adults are required at a ratio of one adult per four children under seven years of age. The additional adults are charged at the regular rate minus 15%. Additional tables, where space permits will be provided at \$5.00 per table. Charges include set up and take down of tables and include admission fees for both resident and non-resident customers. Additional participants are charged regular admission less 15%.

Regular Rate

This rate is applied to all bookings made by private businesses and organizations who do not qualify as a nonprofit society. All Conferences, Conventions, and/or Tradeshow Events will be charged the applicable resident or non-resident rates.

Leisure Services Department Rental Rates

Recreation and Fitness Programs run by the Community Services Department will be charged a 35% rental discount rate.

Community Services Department Program Fees

Programs offered by the Community Services Department shall have fees established to recover the direct cost of the program. Program fees shall recover the cost of instructors, program supplies or fees, advertising and room rentals. Where no room rentals charge is applicable, the program shall recover an additional 10% for administrative and overhead charges except where programs are sharing space with the general public.

Corporate Rates

Organizations or businesses that operate or reside within the Sub-Regional Recreation boundaries are eligible to benefit from the corporate rate package.

Corporate rates apply to admission fees or passes available at QDARC and/or the Quesnel Arenas for public admission programs offered directly by the Leisure Services Department. Payment is required at the time of purchase.

Corporate rate packages are available for the following discounts based upon the regular applicable admission or pass rates excluding APPLICABLE TAXES.

Value at Regular Rate **(Not including tax)**

YEAR 1	YEAR 2	YEAR 3	DISCOUNT
\$2535.75	\$2624.50	\$2716.35	75% (25% reduction of regular rate)
\$6210.00	\$6427.35	\$6652.30	70% (30% reduction of regular rate)

Corporations buying single admission passes receive a 5% discount. If purchasing over 20 single admission passes, corporations can receive an additional 5%.

Equipment

When available, equipment assigned to each facility is included in the fee for each venue. Requirements for additional equipment, such as but not limited to, tables, chairs, risers, staging, and audiovisual equipment shall only be made available through an external rental. Equipment assigned to the QDARC will not be available for use at another venue. Where additional tables or chairs are required and are available from the two arenas, customers must pay for all transportation costs.

First Aid and Security Requirements

First Aid and Security costs for events where public use of the facility requires these services will be the responsibility of the licensee.

Group Rate

Groups of ten or more individuals shall receive a discounted admission rate to QDARC and/or arenas when paying at the same time. Adults supervising youth groups or adults with a disability will not be charged admission. Groups of ten or more providing recreation passes for all participants will receive a 15% discount on the regular admission rate.

Leisure Patch Rentals

Where no event rental conflict occurs, the leisure patch can be rented at a cost of 35% of the regular daily rental rate.

Liability Insurance

All user groups of Leisure Services' facilities holding medium and high-risk activities are required to hold liability insurance of \$2,000,000.00 with the City of Quesnel and the Cariboo Regional District as an additional named insured on the policy. Renters holding high-risk activities may be required to obtain liability insurance of \$5,000,000. Host Liquor Liability insurance is required for rentals where the licensee is holding a special occasion liquor license except for the already licensed WFC arena.

Leisure Access Card Rate:

Residents living within the sub regional recreation boundary who have limited financial resources can apply for a Leisure Access Card. The Card entitles individuals to access the Quesnel and District Arts & Recreation Centre, the Quesnel Arena and West Fraser Centre for public admission programs offered directly through the Quesnel Leisure Services Department at 50% off the cost of regular single admission, multiple admission passes or monthly passes. Program registration will be provided at 25% off.

Residents receiving assistance under the Province of British Columbia's [Employment and Assistance Act](#) or the [Employment and Assistance for Persons with Disabilities Act](#) are eligible to apply for assistance.

- a) Individuals are eligible whose gross family income in the previous/current year are below the Statistics Canada Low Income Guidelines (refer to Low Income Cut-offs before Tax Table). An official Revenue Canada document for each adult in the household, clearly stating income (Line 150 on tax assessment) before taxes is required.
- b) A referral for eligibility for Leisure Access Card Rate from agencies who work with vulnerable populations for youth at risk can be considered at the discretion of the Recreation Manager.

Gross family income rates will be increased by the Consumer Price Index each year.

A Leisure Access Card is issued for one year. To renew; a new application form must be completed. When using the Leisure Access Card, patrons may be required to provide personal identification.

When a third party pays for a customer who qualifies for a Leisure Access Card, the service fee will be the same as if the customer was paying for the service.

Patrons with a disability can have a Leisure Access Card for up to 2 years, which must be renewed at the time of expiry. All disability LAC cards will start as of Jan 1st of the current year and expire 2 years later.

Lobby Rental Rate

Groups wishing to display or sell items will be charged an hourly fee for non-exclusive use of the lobby. Regular weekly users of each facility and local community service groups will be permitted to use sections of the lobby at no charge for club registrations and educational purposes where it does not affect the operation of the facilities.

Marketing Promotions:

In an effort to encourage facility use, temporary promotional discounts and programs may be offered, which include an exemption from a portion of the established fees set under this bylaw. Such programs shall be consistent with the goals and objectives of providing affordable, quality recreation opportunities while remaining fiscally responsible. All such programs will be temporary in nature.

Loyalty or customer appreciation programs

Programs that encourage customers to continue to participate in personal health programs at the Arts and Recreation Centre or Arenas can be instituted with approval of the Director of Community Services or their designate.

Annual Pass Sale:

QDARC will provide a discount of up to 15% off the regular rate for all annual passes sold during a 30-day period which is established by the Community Services Director, Recreation Manager or their designate.

Six Month Pass Sale:

QDARC may provide a promotional six-month facility pass for thirty days each year. The six-month pass sale and will provide a discount of 15% off the regular fee.

Event Rates – Negotiations

The Director of Community Services, Recreation Manager or their designate may negotiate rental rates lower than those rates outlined in this bylaw when the hosting of an event in a City of Quesnel facility which may generate substantial event tourism dollars for the community at large or for other marketing purposes.

Meeting Room Rentals

User groups who rent an arena or the Arts and Recreation Centre space on a weekly or monthly basis are entitled to one free two-hour meeting per month in the facility meeting room where their activities occur. Youth groups who regularly use space in Quesnel arenas are entitled to more than one free meeting room rental.

The following apply for WFC Arena *Youth* sport organizations at the West Fraser Centre: (Minor Hockey, Ringette, Lacrosse, Figure Skating and Roller Derby) are entitled to the following:

Dunkley Room- This space is free of charge for arena youth sport organizations to use for regular meetings and for potential dryland fitness/stretching space.

This space must be booked through the Recreation Services Clerk and approved by management prior to use.

Noon Rates

A reduced rate will be applied to admissions between 11:45 am and 2:00 pm Monday – Friday when school is in session only.

Provincial and National Carded Athletes

Provincial or National athletes that are provided an ID Card by their sport organization will receive free access to the Arts and Recreation Centre for the purpose of physical conditioning or training. Additionally, carded athletes may also have free access to arenas during times that there are no other reservations scheduled. ID Cards must be renewed annually.

Public Admissions

Individual's paying public admission fees for the Arts and Recreation Centre, will be entitled to the following services when open to the public: use of the weight room, swimming pools, saunas, drop-in fitness classes, access to the pottery studio or drop-in painting programs.

Individuals paying public admissions for the arenas will be entitled to access to the arena and leisure patch when open to the public.

Recreation Pass

Residents living in the North Cariboo Recreation and Parks taxation area may apply for and receive a Recreation Pass at the QDARC at no cost.

- Proof of residence must be supplied (i.e. valid driver's license, tax notice or one piece of identification showing proof of residency in a permanent location).
- People living outside the taxation area may purchase a Recreation Pass.

People without a Recreation Pass or do not show their pass at the time of admission will be provided admission at a rate that is 25% higher than the admission rate with a Recreation Pass.

A Resident rate is available to any Quesnel based not-for-profit group, charitable organization or registered society with the primary purpose of community service where the local community is the beneficiary and where the group is based within the North Cariboo Recreation and Parks Taxation area. Organizations who wish to pay the resident rate are required to ensure that all participants in recreation activities have a valid Recreation Pass.

All user groups renting space must submit a membership list to the Leisure Services Department within 30 days of the start of their season, listing recreation pass number for each participant. Participants must hold a valid pass at the time of registration. Passes are permitted to expire before the completion of the sport season, provided they are valid when the season starts. Any organization found to be in non-compliance may be denied access to the facility or charged for the missing recreation passes at the current rates. The Leisure Services Department will invoice the organization for any uncollected fees.

The resident rate includes Cariboo Regional District and City of Quesnel Departments and

Committees of Council/Board. It includes private rentals where the renter has a Recreation Pass.

Exceptions to the requirements of requiring a Recreation Pass include:

- Tournaments, or competitions organized by local nonprofit organizations involving out of town teams.
- Non-sporting event dry floor rentals of the arenas or Arts and Recreation Centre coordinated by non-profit organization.
- School use of the facility as defined by the joint use agreement with School District 28.
- Graduation or Dry Grad activities.
- Drop-In Admission and Registered Programs when a patron has paid a fee that is 25% higher than the Resident rates.

School District 28 Sponsored Activities

Students using the North Cariboo Recreation and Parks facilities during school hours are charged the lesser of labor costs or public admission fees for recreational swims. If there are less than 10 children there will be no admission or labor costs charged. Students attending swimming lessons, or other programs will be charged the appropriate labor, benefits and materials costs.

School District #28 sponsored events in North Cariboo Recreation and Parks facilities shall have the facility at no charge during regular school hours. Additional staff required will be charged at labor and benefit cost versus the applicable Resident Rate, whichever is less; plus any other additional service charges.

Graduation ceremonies and corresponding after grad events rentals will be given a 10% discount off the regular rental rates.

School Use (Use of School District 28 Facilities)

Charges for the use of School District 28 facilities will be as follows.

There shall be no charge for:

1. School Based Curricular Activities: The period of time that school classes are normally in session for regular curricular activities.
2. School Based Extra Curricular Activities: School use for student before and after school programs including, but not limited to, sport team practices and tournaments, and after school clubs and activities.
3. School Based Activities: School related activities and meetings including, but not limited to PAC meetings and PAC events and fundraising activities.
4. School District #28 Sponsored Educational Activities: Educational programs provided in partnership with other agencies such as Continuing Education, UNBC, or CNC.
5. North Cariboo Recreation and Parks Youth programs coordinated by the Community Services Department where registration is charged and collected by staff at a North Cariboo Recreation and Parks facility or online through a NCRP reservation system.

6. Non-Profit Community Youth Programs: Programs for youth 18 years and under offered by a nonprofit organization, including, but not limited to, Boy Scouts, Girl Guides, and Youth Soccer. To be eligible, program registration must be open to all youth without restriction.
7. Adult programs coordinated by the Community Services Department where registration is charged and collected by staff at a North Cariboo Recreation and Parks facility or online through a NCRP reservation system.
8. Adult community programs offered by non-profit organizations.
9. Private Youth functions
10. Adult private functions

All facility rentals require a minimum two-hour rental charge. School District custodial and equipment rental fees will be charged on a cost recovery basis.

Rental fees do not include security fees or School District staff charges that may apply. Additional security fees will apply to rentals that are booked outside of regular rental hours. Security fees will be charged to renters based on the actual cost for wages specific to the rental in addition to the facility rental rates.

Set up/ Take Down Rates

Customer event setup and take down rates are 25% of the appropriate daily or hourly rental rate.

Staff Costs

Additional charges, which are listed as actual staff costs, are calculated at the union rate for the specific hours worked plus all employee benefits plus APPLICABLE TAXES. Staff costs for planned overtime will be calculated at the applicable overtime rate plus employee benefits and APPLICABLE TAXES.

Statutory Holidays Rates

Facilities are open for a restricted schedule on statutory holidays which are defined in the collective agreement with CUPE Local 1050-01. Customers wishing to rent on statutory holidays will be charged additional staff labor and benefits costs. Each rental booking must be a minimum of two hours and cover all staff costs. North Cariboo Recreation and Parks facilities may be closed or operate on reduced hours on statutory holidays as a result of annual budget sufficiency.

Studio Access

Public access to the pottery studio is available during scheduled public time periods. Qualified participants are required to pay a public admission fee.

Swim Club Season Pass

The winter and summer swim clubs may choose, rather than paying for rental pool space, to purchase four-month facility passes for registered participants for their regular season practices. When determined in advance a 50% reduction may be made for swimmers registering in a program for two months. Where swimmers join the team for different time periods than as noted in this category, regular admission rates will apply. No refunds will be given except for illness when accompanied by a medical note.

Volunteer Rate

This rate includes RCMP Auxiliary, Volunteer Fire Department, Quesnel & District Search & Rescue Society members, North Cariboo Hwy Rescue Society and/or any similar organization approved by the Recreation Manager. The volunteer rate provides these volunteers with admittance at any time, equivalent to the noon hour rate.

U Pass

Students enrolled in either the University of Northern British Columbia or the College of New Caledonia at the Quesnel campus and have paid into the U Pass program through their student fees for the current semester, can access the Quesnel & District Arts and Recreation Centre public admission program at no additional cost during that semester. The U Pass program is valid when there are signed agreements between the City of Quesnel, BC Transit, CNC and their student union. The agreements outline the transfer of student fees for the purpose of student access to the Arts & Recreation Centre.

Youth Rental Rates

When 100% of participants are 18 years or younger, the youth Resident rate will apply in the Recreation Activity Hourly rental categories.

Terms and Conditions :

Damage / Cleaning Deposits

A damage deposit not greater than \$2000 payable prior to any event may be required upon signing of the applicable contract. The amount of the damage deposit is determined by the level of risk of damage to the facility and the history of the renter's previous use. This is also required for anticipated cleaning requirements above normal use. Rental organizations are responsible to take down their decorations, put away tables and chairs, pick up loose garbage and have all garbage bags put into the garbage containers. Likewise, set up is also responsibility of the user group. Failure to complete the above will result in additional staff costs. Groups can also request the Leisure Service Department to undertake such duties as noted above at Staff Costs. WFTR Rentals are subject to a minimum damage deposit.

Level of Service Arena Rentals

Recreation Activities

Includes a variety of local participatory leisure pursuits such as hockey, figure skating and lacrosse where participation is the main purpose of the rental. These activities may be pre-empted. Includes regular season games and practices.

Level of service – Includes dressing room access for 30 minutes prior, during and 30 minutes after a rental and the in-house sound system. A 10-minute flood per hour is included within ice rental time.

Recreation Events – Local

Includes recreation/sport competitions, tournaments or test days. The events in this category will not be pre-empted after the contract is signed and deposit paid except for Kangaroos or equivalent play-off games in both arenas. Rental rates include start to finish times including all flood times. Rental space includes the ice/dry floor arena, the dressing rooms and access to the seating area. The user group may levy admission charges; however, the cost of administering the control of admission will be the responsibility of the user. Other groups may be booked into the arena prior to or after the non-exclusive event each day.

Level of service – Includes up to two operations staff, score clock, dressing room access for 30 minutes prior, during and 30 minutes after a rental and the in-house sound system. A ten-minute flood is included within rental time. The concourse may be set up for in-house furniture and fixtures as part of the rental and can be done in advance of the rental time as long as it does not conflict with other rentals. All other equipment is available at external rental charges. Additional required services or spaces such as net pegging, cleaning, damage deposits, security, first aid, host services, electrical hook-ups, parking control and meeting rooms will be added as additional charges. No changes to existing venue advertising. Banners are only permitted with prior written approval.

Recreation Events – Major

This category is designed for events that require exclusive use of a facility. This category is generally applicable to major Provincial or National sport competitions and any event that needs a higher level of service and require exclusive use of the venue. It generally includes all public and meeting room spaces within a building. Once the contract is signed and a deposit made the dates are secured. Rates will be hourly for ice rentals and daily for dry floor rentals.

Level of Service – Dependent on event demands. All venue furniture and fixtures included. Additional equipment required will be charged as an external equipment charge. Additional charges may be charged for event set-up and event service or cleaning above regular service. Set Up and Tear Down rates apply. There may be a restriction in available set up and take down days. Advertising covering; ice preparation; ticket takers, security and spectator first aid (can include volunteers), electrical hook ups, traffic control are charged additionally.

Performance and Trade/Consumer Show Events

Events are primarily spectator focused such as concerts, circuses, tradeshow and rodeos. Dates are secure once the contract is signed and a deposit paid. Tentative Booking procedures apply.

Additional cleaning or set up charges may be applied. All venue furniture and fixtures included. Additional equipment required will be charged as an external equipment charge. Additional charges will be levied for event set-up and event service above regular services. Set Up and Tear Down rates apply. There may be a restriction in available set up and take down days.

Level of Service –Arts and Recreation Centre Rentals

Tables, chairs and access to the onsite public announcement and stereo system equipment are included in the rental. Table and chair set, up take down and decoration removal is a requirement of the renters. Rooms are to be left in the same condition as received. Room set-up can be provided incurring staff costs.

Stage Fee: Set up of the stage will be completed by ARC staff at a minimum additional 2 hours staff time.

Liability Insurance

All user groups of Leisure Services' facilities holding medium and high-risk activities are required to hold liability insurance of \$2,000,000.00 with the City of Quesnel and the Cariboo Regional

District, named as an additional insured on the policy. Renters holding high-risk activities may be required to obtain liability insurance of \$5,000,000. Host Liquor Liability insurance is required for rentals where the licensee is holding a special occasion liquor license at the ARC or Arena 2. At the WFC Arena, liquor sales requests will be made in advance through the arena booking clerk and must be authorized by the Recreation Manager prior to approval and initiation.

Minimum Booking

All rentals require a minimum of a 1-hour rental cost. School Bookings are a minimum of a two-hour rental. Cancellation of space must result in no less than an hour of space available for rent in recreation facilities.

Payment

Payment is accepted by cash, cheque made payable to the City of Quesnel, Visa and MasterCard and or debit card. If the licensee neglects to sign the contract agreement or pay the full facility rental, the licensee may be denied access to the facility. Interest at 4% above prime may be charged on unpaid invoices of 90 days or more.

Payment for Registered programs

All payments for registered programs must be taken when customers register for a program. Scheduled payments may be taken for programs over \$300.

There is a full refund, minus an administration fee for requests for program fees refunds five days or more prior to the start date of the program.

There is no charge for cancellations within five days of the program start date for programs with a participant's doctor's note.

There is no refund for program fee requests within five days of the start of the program unless the program space can be resold.

There is a \$5 re-issue fee for requests for duplicate program registration receipts.

Payment for Private Events - Birthday Parties, Private lessons, Personal training

Full payment is required at the time of confirmation of lessons or parties. Activities will not be scheduled until payment is made. Full payment is required at the time of the request for personal training. Private lessons and Personal Training sessions can be rescheduled to the next available time, only if 48 hours' notice is provided. Refunds are provided under the same terms that registered programs are refunded.

Payment for private first aid or programs shall be made on invoice. When private first aid courses or programs are made within five days, the customers is responsible for the minimum course costs (i.e. break even number of participants x the course fee)

Personal Training by Non-City of Quesnel Staff in NCRP Buildings

This policy applies to all external contractors and/or any patron providing training with guidance or direction of other people/patrons in either a paid capacity or non-paid capacity. External contractors or patron(s) can include the following designations: Physiotherapists, Occupational Therapists, Recreation Therapists, Physical Therapists, Rehabilitation Assistants, Personal Trainers, Therapeutic Assistants or similarly qualified professionals.

Patrons wishing to conduct any of the above designations “for others in city buildings” must fill out the appropriate External Training Specialist Form (ETSF) where patrons must designate the following:

- Proof of appropriate accreditation from a recognized organization such as College of Physical Therapists of BC or certified as a fitness professional such as BCRPA, Can Fit Pro
- Have a diploma/degree in Kinesiology
- Protected with a minimum \$2 million liability insurance specific to Personal Training, rehabilitation or therapy
- The policy must include a City of Quesnel Business license
- Certified with Emergency First Aid & CPR Level C or equivalent
- Must be able to obtain and comply with all aspects of the Criminal Records Review if requested

The following Terms & Conditions will also apply:

- Pay the required facility fees each time you and clients visit a NCRP facility;
- Follow the Code of Ethical Conduct, Regulations & Bylaws of the Health Professionals Act and City of Quesnel Policies & Procedures;
- Provide only those services that are within your scope of practice and for which you are qualified and certified;
- Refer any/all public questions to City of Quesnel staff;
- Adhere to posted signs in NCRP facilities;
- Refrain from monopolizing any piece(s) of equipment when others are waiting
- Refrain from soliciting business while in NCRP facilities.

Payment – Annual Passes

Patrons wishing to purchase an annual pass will have the option of making monthly payments. Patrons wishing to make monthly payments will be required to provide immediate payment for the first and last month of the pass, at the time of purchase. This payment will be non-refundable. Ten postdated cheques or Visa or Master card slips will be provided in equal installments payable on the 15th of each month for the balance due.

Should a patron wish to cancel their pass they will not be entitled to a refund for the months used nor will any refund be issued for the first and final month payment made at the time the pass was purchased. If the pass is cancelled, the City will return all unused cheques not required for payment to the patron.

Extensions to a pass

Customers who request in advance an extension to their pass for four (4) weeks or greater may submit their membership cards and request an extension. Customers submitting a request for an extension for medical reasons accompanied by a doctor’s note may be given a pass extension from the date listed on the medical note.

Payment – Rentals

Level 1 Clients

Existing users who book time for an entire season and that historically have paid within 30 days are considered to be Level One clients. This level requires the client to make full monthly payment (less paid deposits) within 30 days of invoice date. Should a Level One customer not make full payment within the required period and they have been sent payment reminder invoices three times over eighteen months, they will then be designated as a Level 2 Client.

Full payment is refundable if a cancellation has been received ten (10) full days prior to the first reserved date. If a cancellation request is received with less than ten (10) full days' notice a full rental charge will apply. Cancellation of time that do not provide at least one consecutive hour of available time will be charged full rates.

Full payment is refundable if a cancellation of the West Fraser Timber Room and daily rentals of an arena has been received thirty (30) full days prior to the first reserved date.

Level 2 Clients

Level 2 clients who reserve space for an entire activity season must make payment 16 days in advance of the first day of each month or the first day of the entire monthly rental. Clients who maintain this rental payment schedule for a period of 18 months shall be moved to level 1 clients. Full refunds for space rented for an activity season will be given with 10 days' notice from the customer. Cancellation of time that does not provide at least one consecutive hour of available time will be charged full rates.

Level 2 clients who reserve space for a special event or single event (social events, competitions etc.), shall pay a deposit upon signing their contract in order to confirm their space rental. The remaining fees (rental charges, damage deposit and additional charges etc.) shall be paid a minimum of 16 days in advance of event.

Cancellations for special events made more than 30 days in advance of the event shall be given a full refund. Cancellations within 30 days shall not receive their rental deposit refund.

The Recreation Manager may consider a "Request for Credit Authorization" from user groups wishing to move to Level 1 prior to 18 months.

Level 3 - Summer Ice Clients

To ensure sufficient consecutive bookings to warrant installing summer ice, all clients must pay their full rental by June 15. Cancellations from after this date will only be permitted for hours in excess of eight hours per day and must be made 10 days prior to the use. A 25% non-refundable deposit is required to confirm all regular rate summer bookings and any confirmed reservations received prior to February 28 each year.

Tentative Booking Procedures

In the situation of tentative bookings for events scheduled more than one year in advance, they will be held without a deposit until another request for the same space is received.

At the time of the 2nd request the 1st tentative booking will be notified and given 3 business days to confirm or cancel the booking.

Confirmation will require a 25% non-refundable deposit of the space rental only. When a "second hold" obtains a space rental under this procedure, they will be required to pay a 25% non-refundable deposit. All bookings will be based on appropriate Space Allocation Policies.

2024 - 2025

ARTS & RECREATION CENTRE | Public Admission Fees | Regular (tax not included)

Includes locker token	Single	10 admissions	1 month	3months	6 months	1 year
Adult	\$ 8.76	\$ 74.48	\$ 96.27	\$ 262.60	\$ 472.71	\$ 840.37
Student 13-18yrs, Senior 60+, Individuals with a Disability 19+	\$ 7.05	\$ 59.92	\$ 77.76	\$ 212.10	\$ 381.80	\$ 672.31
Child 5-12yrs	\$ 5.41	\$ 46.01	\$ 59.23	\$ 161.60	\$ 290.87	\$ 436.33
Over 80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Family	\$ 16.57	\$ 140.88	\$ 182.33	\$ 497.32	\$ 895.18	\$ 1,343.12
Individuals with a Disability 5-18yrs	\$ 4.21	\$ 35.81	\$ 46.80	\$ 127.26	\$ 228.92	\$ 407.40
Noon rates	\$ 5.41					
Fri Night Discount	\$ 4.27					

Arts & Recreation Centre | Public Admission Fees | Discount (tax not included)

Includes locker token	Single	10 admissions	1 month	3months	6 months	1 year
Adult	\$ 7.01	\$ 59.59	\$ 77.02	\$ 210.08	\$ 378.17	\$ 672.30
Student 13-18yrs, Senior 60+, Individuals with a Disability 19+	\$ 5.64	\$ 47.94	\$ 62.21	\$ 169.68	\$ 305.44	\$ 537.85
Child 5-12yrs	\$ 4.33	\$ 36.81	\$ 47.39	\$ 129.28	\$ 232.70	\$ 349.07
Over 80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Family	\$ 13.26	\$ 112.71	\$ 145.87	\$ 397.86	\$ 716.15	\$ 1,074.50
Individuals with a Disability 5-18yrs	\$ 3.37	\$ 28.65	\$ 37.44	\$ 101.81	\$ 183.14	\$ 325.92
Noon rates	\$ 4.33					
Fri Night Discount &	\$ 3.42					

Arena | Public Admission Fees (tax not included)

	Regular		Discount	
	Single	10 admissions	Single	10 admissions
Adult	\$ 7.40	\$ 62.90	\$ 5.92	\$ 50.32
Senior /student/youth	\$ 6.37	\$ 54.18	\$ 5.10	\$ 43.35
Child	\$ 4.68	\$ 39.85	\$ 3.75	\$ 31.88
Over 80	\$ -	\$ -	\$ -	\$ -
Family	\$ 14.12	\$ 120.06	\$ 11.30	\$ 96.05
Noon	\$ 4.68		\$ 3.75	
Drop in hockey	\$ 7.71	\$ 56.56	\$ 6.17	\$ 52.45
Leisure Patch	\$ 3.35		\$ 2.68	
Birthday Parties	\$ 73.38		\$ 58.71	

2025 - 2026

Arts & Recreation Centre | Public Admission Fees | Regular (tax not included)

Includes locker token	Single	10 admissions	1 month	3 months	6 months	1 year
Adult	\$ 9.06	\$ 77.03	\$ 99.63	\$ 271.78	\$ 489.25	\$ 869.78
Student 13-18yrs, Senior 60+, Individuals with a Disability 19+	\$ 7.28	\$ 61.95	\$ 80.47	\$ 219.51	\$ 395.16	\$ 695.83
Child 5-12yrs	\$ 5.60	\$ 47.60	\$ 61.30	\$ 167.25	\$ 301.05	\$ 451.60
Over 80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Family	\$ 17.23	\$ 146.52	\$ 189.62	\$ 517.21	\$ 930.98	\$ 1,396.85
Individuals with a Disability 5-18yrs	\$ 4.35	\$ 36.97	\$ 48.43	\$ 131.71	\$ 236.92	\$ 421.65
Noon rates	\$ 5.60					
Fri Night Discount	\$ 4.41					

Arts & Recreation Centre | Public Admission Fees | Discount (tax not included)

Includes locker token	Single	10 admissions	1 month	3months	6 months	1 year
Adult	\$ 7.25	\$ 61.63	\$ 79.71	\$ 217.43	\$ 391.40	\$ 695.83
Student 13-18yrs, Senior 60+, Individuals with a Disability 19+	\$ 5.83	\$ 49.56	\$ 64.38	\$ 175.61	\$ 316.13	\$ 556.67
Child 5-12yrs	\$ 4.48	\$ 38.08	\$ 49.04	\$ 133.80	\$ 240.84	\$ 361.28
Over 80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Family	\$ 13.79	\$ 117.22	\$ 151.70	\$ 413.77	\$ 744.79	\$ 1,117.48
Individuals with a Disability 5-18yrs	\$ 3.48	\$ 29.58	\$ 38.75	\$ 105.37	\$ 189.54	\$ 337.32
Noon rates	\$ 4.48					
Fri Night Discount	\$ 3.53					

Arena | Public Admission Fees (tax not included)

	Regular		Discount	
	Single	10 admissions	Single	10 admissions
Adult	\$ 7.65	\$ 65.03	\$ 6.12	\$ 52.02
Senior /student/youth	\$ 6.58	\$ 55.93	\$ 5.27	\$ 44.80
Child	\$ 4.85	\$ 41.23	\$ 3.88	\$ 32.98
Over 80	\$ -	\$ -	\$ -	\$ -
Family	\$ 14.61	\$ 124.19	\$ 11.69	\$ 99.37
Noon	\$ 4.85		\$ 3.88	
Drop in hockey	\$ 7.97	\$ 67.75	\$ 6.38	\$ 54.23
Leisure Patch	\$ 3.46		\$ 2.77	
Birthday Parties	\$ 75.95		\$ 60.76	

**Schedule A to
North Cariboo Recreation and Parks Fees and Charges Amendment Bylaw No. 5483, 2024**

2026 - 2027

Arts & Recreation Centre | Public Admission Fees | Regular (tax not included)

Includes locker token	Single	10 admissions	1 month	3months	6 months	1 year
Adult	\$ 9.37	\$ 79.65	\$ 103.11	\$ 281.30	\$ 506.36	\$ 900.22
Student 13-18yrs, Senior 60+, Individuals with a Disability 19+	\$ 7.53	\$ 64.01	\$ 83.28	\$ 227.18	\$ 408.98	\$ 720.18
Child 5-12yrs	\$ 5.78	\$ 49.13	\$ 63.43	\$ 173.10	\$ 311.57	\$ 467.40
Over 80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Family	\$ 17.92	\$ 152.32	\$ 197.20	\$ 537.90	\$ 968.22	\$ 1,452.71
Individuals with a Disability 5-18yrs	\$ 4.50	\$ 38.25	\$ 50.12	\$ 136.31	\$ 245.21	\$ 436.40
Noon rates	\$ 5.78					
Fri Night Discount	\$ 4.56					

Arts & Recreation Centre | Public Admission Fees | Discount (tax not included)

Includes locker token	Single	10 admissions	1 month	3months	6 months	1 year
Adult	\$ 7.50	\$ 63.75	\$ 82.49	\$ 225.04	\$ 405.09	\$ 720.18
Student 13-18yrs, Senior 60+, Individuals with a Disability 19+	\$ 6.03	\$ 51.26	\$ 66.63	\$ 181.75	\$ 327.19	\$ 576.15
Child 5-12yrs	\$ 4.63	\$ 39.36	\$ 50.75	\$ 138.48	\$ 249.26	\$ 373.92
Over 80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Family	\$ 14.34	\$ 121.89	\$ 157.76	\$ 430.32	\$ 774.58	\$ 1,162.17
Individuals with a Disability 5-18yrs	\$ 3.60	\$ 30.60	\$ 40.10	\$ 109.05	\$ 196.17	\$ 349.12
Noon rates	\$ 4.63					
Fri Night Discount &	\$ 3.65					

Arena | Public Admission Fees (tax not included)

	Regular		Discount	
	Single	10 admissions	Single	10 admissions
Adult	\$ 7.91	\$ 67.24	\$ 6.33	\$ 53.81
Senior /student/youth	\$ 6.81	\$ 57.89	\$ 5.45	\$ 46.33
Child	\$ 5.01	\$ 42.59	\$ 4.01	\$ 34.09
Over 80	\$ -	\$ -	\$ -	\$ -
Family	\$ 15.11	\$ 128.44	\$ 12.09	\$ 102.77
Noon	\$ 5.01		\$ 4.01	
Drop in hockey	\$ 8.25	\$ 70.13	\$ 6.60	\$ 56.10
Leisure Patch	\$ 3.57		\$ 2.86	
Birthday Parties	\$ 78.60		\$ 62.88	

2024 - 2025

ARTS & RECREATION CENTRE (tax not included)

Room Rentals	Regular Rate		Discount Rate	
	Per Hour	Per Day	Per Hour	Per Day
West Fraser Timber Room	\$ 104.03	\$ 520.15	\$ 83.23	\$ 416.15
Multipurpose Room	\$ 37.36	\$ 186.80	\$ 29.89	\$ 149.45
Lounge	\$ 37.36	\$ 186.80	\$ 29.89	\$ 149.45
Boardroom	\$ 29.95	\$ 149.75	\$ 23.96	\$ 119.80
Activity Room	\$ 29.95	\$ 149.75	\$ 23.96	\$ 119.80
Meeting Room	\$ 29.95	\$ 149.75	\$ 23.96	\$ 119.80
Japanese Gardens	\$ 22.22		\$ 17.78	
Recreation Centre Lobby	\$ 26.56		\$ 21.25	
Arts Centre Lobby	\$ 26.56		\$ 21.25	
Pool Lane rentals/hour	\$ 14.80		\$ 11.84	
4 month season pass (Swim Clubs)	\$ 174.40		\$ 139.52	
Entire Pool/Hour	\$ 147.80		\$ 118.24	

Lockers	6 months	12 months	6 months	12months
	Regular		Discount	
1/4 Locker	\$ 42.56	\$ 68.00	\$ 34.05	\$ 54.40
1/2 locker	\$ 57.21	\$ 105.38	\$ 45.77	\$ 84.31

Private use - Community Use Space - no charge

Wave Riders	Storage	42 Sq Ft
Sea Lions	Storage	42 Sq Ft
Community Arts Council	Office	
Quesnel Quilters Guild	Storage Cabinets	7.5 SQ feet

School District 28 - Community use

Room Rentals	Regular Rate	
	Per Hour	Per Day
Classroom / Library	\$ 11.84	\$ 59.20
Elementary School Gym	\$ 23.96	\$ 119.80
Secondary School Gym	\$ 29.61	\$ 148.05
Technology Room	\$ 29.61	\$ 148.05
Correlieu Theatre	\$ 70.56	\$ 352.80

All Facilities

Misc. Administration	Regular	Discount
Reprint charges for lost passes	\$ 5.00	
Reprint charges for program registrations	\$ 1.00	
Program cancellation charge	\$ 10.00	
Electrical per night	\$ 15.83	
NSF cheque - per cheque	\$ 30.00	
Emergency Photocopying - per page	\$ 0.25	
Towel rental	\$ 1.00	
All additional services	Cost plus 25%	
Kiln Use - Large Bisque per shelf	\$ 26.18	
Kiln Use - Small Bisque per shelf	\$ 19.14	
Kiln Use - Large Glaze per shelf	\$ 41.40	
Kiln Use - Small Glaze per shelf	\$ 35.19	
BBQ	\$ 15.80	\$ 12.64

2024 - 2025

WEST FRASER CENTRE | ARENA #2 (tax not included)

Recreation Hourly Rates	Regular	Discount
Ice- Youth Prime	\$ 123.71	\$ 98.97
Ice - Youth non Prime	\$ 92.15	\$ 73.72
Ice - Adult Prime	\$ 230.16	\$ 184.13
Ice - Adult non prime	\$ 172.86	\$ 138.29
Dry Floor Youth	\$ 70.37	\$ 56.30
Dry Floor Youth Non Prime	\$ 52.80	\$ 42.24
Dry Floor Adult	\$ 87.63	\$ 70.11
Dry Floor Adult Non Prime	\$ 65.97	\$ 52.78
Daily Rates	Regular	Discount
Dry floor West Fraser Centre	\$ 1,478.50	\$ 1,182.80

Dry floor Arena 2	\$	1,147.98	\$	918.39
Dry floor Leisure Patch	\$	493.12	\$	394.50
Hourly Rates		Regular	Discount	
WFC Dunkley MeetingRoom (1632 sq feet)	\$	26.27	\$	21.02
Daily rates are based on five hours				
Advertising		Regular		
Ice resurfacers - West Fraser Centre	\$	633.52		
Ice Resurfacers - Arena 2	\$	316.76		
Score Clock - West Fraser Centre	\$	181.00		
Score Clock - Arena 2	\$	384.63		
Rink Boards - West Fraser Centre	\$	181.00		
Ice - West Fraser Centre		no charge		
Rink boards/ Wall - Arena 2	\$	322.41		
Readerboard - Arena 2		Revenue share		
Readerboard WFC		Revenue share		

Private use - Community Use Space - Quesnel Arenas - no charge

Minor Hockey	WFC	Shared Office	Room 108
	WFC	Storage	Room 144
	WFC	Storage	Room 132
Figure Skating	WFC	Shared Office	Room 107
	WFC	Storage	Room 143
	Arena 2	Lockers	7 two tier
Ringette	WFC	Shared Office	Room 108
	WFC	Storage	Room 144
	WFC	Storage	Room 131
Kangaroos	WFC	Storage	Room ?
Lacrosse	WFC	Shared Office	Room 107
	WFC	Storage	Room 131
JR A Hockey team	WFC	Dressing room	Room 136
	WFC	Meeting room	Observer
Fun Hockey	WFC	Lockers	8

2025 - 2026

ARTS & RECREATION CENTRE (tax not included)

Room Rentals	Regular Rate		Discount Rate	
	Per Hour	Per Day	Per Hour	Per Day
West Fraser Timber Room	\$ 107.67	\$ 538.35	\$ 86.14	\$ 430.70
Multipurpose Room	\$ 38.66	\$ 193.30	\$ 30.93	\$ 154.65
Lounge	\$ 38.66	\$ 193.30	\$ 30.93	\$ 154.65
Boardroom	\$ 30.98	\$ 154.90	\$ 24.79	\$ 123.90
Activity Room	\$ 30.98	\$ 154.90	\$ 24.79	\$ 123.90
Meeting Room	\$ 30.98	\$ 154.90	\$ 24.79	\$ 123.90
Japanese Gardens	\$ 23.00		\$ 18.40	
Recreation Centre Lobby	\$ 27.48		\$ 21.99	
Arts Centre Lobby	\$ 27.48		\$ 21.99	
Pool lane rentals/hour	\$ 15.31		\$ 12.25	
4 month season pass (Swim Clubs)	\$ 180.50		\$ 144.40	
Entire Pool/Hour	\$ 152.96		\$ 122.37	
Lockers	Regular Rate		Discount Rate	
	6 months	1 year	6 months	1 year
1/4 Locker	\$ 44.05	\$ 70.37	\$ 35.24	\$ 56.30
1/2 locker	\$ 59.21	\$ 109.07	\$ 47.37	\$ 87.26
Private use - Community Use Space - Quesnel Recreation Centre - no charge				
Wave Riders	Storage	42 Sq Ft		
Sea Lions	Storage	42 Sq Ft		
Community Arts Council	Office	65 Sq Ft		
Quesnel Quilters Guild	Storage Cabinets	7.5 SQ feet		
School District 28 - Community use				
Room Rentals	Regular Rate			
	Per Hour	Per Day		
Classroom / Library	\$ 12.25	\$ 61.27		
Elementary School Gym	\$ 24.79	\$ 123.99		
Secondary School Gym	\$ 30.64	\$ 153.23		
Technology Room	\$ 30.64	\$ 153.23		
Correliou Theatre	\$ 73.02	\$ 365.10		
All Facilities				
Misc. Administration	Regular Rate		Discount Rate	
Reprint charges for lost passes		\$ 5.00		
Reprint charges for program registrations		\$ 1.00		
Program cancellation charge		\$ 10.00		
Electrical per night		\$ 16.38		
NSF cheque - per cheque		\$ 30.00		
Emergency Photocopying - per page		\$ 0.25		
Towel rental		\$ 1.00		
All additional services		Cost plus 25%		
Kiln Use - Large Bisque per shelf		\$ 27.09		
Kiln Use - Small Bisque per shelf		\$ 19.80		
Kiln Use - Large Glaze per shelf		\$ 42.84		
Kiln Use - Small Glaze per shelf		\$ 36.42		
BBQ		\$ 16.35	\$	13.08

2025 - 2026

WEST FRASER CENTRE | ARENA #2 (tax not included)

Recreation Hourly Rates	Regular Rate	Discount Rate
Ice- Youth Prime	\$ 128.03	\$ 102.43
Ice - Youth non Prime	\$ 93.37	\$ 76.30
Ice- Adult Prime	\$ 238.21	\$ 190.57
Ice - Adult non prime	\$ 178.91	\$ 143.13
Dry Floor Youth	\$ 72.83	\$ 58.27
Dry Floor Youth Non Prime	\$ 54.63	\$ 43.71
Dry Floor Adult	\$ 90.70	\$ 72.56
Dry Floor Adult Non Prime	\$ 68.27	\$ 54.62

Daily Rates	Regular Rate	Discount Rate
Dry floor West Fraser Centre	\$ 1,530.23	\$ 1,224.19
Dry floor Arena 2	\$ 1,188.16	\$ 950.53
Dry floor Leisure Patch	\$ 510.37	\$ 408.30

Hourly Rates	Regular Rate	Discount Rate
WFC Dunkley MeetingRoom (1632 sq feet)	\$ 27.18	\$ 21.75

Daily rates are based on five hours

Advertising	Regular Rate	Discount Rate
Ice resurfacers - West Fraser Centre	\$ 655.69	
Ice Resurfacers - Arena 2	\$ 327.84	
Score Clock - West Fraser Centre	\$ 187.33	
Score Clock - Arena 2	\$ 398.09	
Rink Boards - West Fraser Centre	\$ 187.33	
Ice - West Fraser Centre	no charge	
Rink boards/ Wall - Arena 2	\$ 333.69	
Readerboard - Arena 2	Revenue share	
Readerboard WFC	Revenue share	

Private use - Community Use Space - Quesnel Arenas - no charge

Minor Hockey	WFC	Shared Office	Room 108
	WFC	Storage	Room 144
	WFC	Storage	Room 132
Figure Skating	WFC	Shared Office	Room 107
	WFC	Storage	Room 143
	Arena 2	Lockers	7 two tier
Ringette	WFC	Shared Office	Room 108
	WFC	Storage	Room 144
	WFC	Storage	Room 131
Kangaroos	WFC	Storage	Room ?
Lacrosse	WFC	Shared Office	Room 107
	WFC	Storage	Room 131
JR A Hockey team	WFC	Dressing room	Room 136
	WFC	Meeting room	Observer
Fun Hockey	WFC	Lockers	8

2026 - 2027

ARTS & RECREATION CENTRE (tax not included)

Room Rentals	Regular Rate		Discount Rate	
	Per Hour	Per Day	Per Hour	Per Day
West Fraser Timber Room	\$ 111.43	\$ 557.15	\$ 89.15	\$ 445.75
Multipurpose Room	\$ 40.01	\$ 200.05	\$ 32.01	\$ 160.05
Lounge	\$ 40.01	\$ 200.05	\$ 32.01	\$ 160.05
Boardroom	\$ 32.06	\$ 160.25	\$ 25.65	\$ 128.25
Activity Room	\$ 32.06	\$ 160.25	\$ 25.65	\$ 128.25
Meeting Room	\$ 32.06	\$ 160.25	\$ 25.65	\$ 128.25
Japanese Gardens	\$ 23.80		\$ 19.04	
Recreation Centre Lobby	\$ 28.43		\$ 22.75	
Arts Centre Lobby	\$ 28.43		\$ 22.75	
Pool Lane rentals/hour	\$ 15.83		\$ 12.67	
4 month season pass (Swim Clubs)	\$ 186.81		\$ 149.45	
Entire Pool/Hour	\$ 158.31		\$ 126.65	
Lockers	6 months	12 months	6 months	12 months
		Regular	Discount	
1/4 Locker	\$ 45.58	\$ 72.83	\$ 36.47	\$ 58.27
1/2 locker	\$ 61.27	\$ 112.88	\$ 49.02	\$ 90.31

Private use - Community Use Space - Quesnel Recreation Centre - no charge

Wave Riders	Storage	42 Sq Ft
Sea Lions	Storage	42 Sq Ft
Community Arts Council	Office	
Quesnel Quilters Guild	Storage Cabinets	7.5 SQ feet

School District 28 - Community use

Room Rentals	Regular Rate	
	Per Hour	Per Day
Classroom / Library	\$ 12.67	\$ 63.35
Elementary School Gym	\$ 25.65	\$ 128.25
Secondary School Gym	\$ 31.71	\$ 158.55
Technology Room	\$ 31.71	\$ 158.55
Correliou Theatre	\$ 75.57	\$ 377.85

All Facilities

Misc. Administration	Regular	Discount
Reprint charges for lost passes	\$ 5.00	
Reprint charges for program registrations	\$ 1.00	
Program cancellation charge	\$ 10.00	
Electrical per night	\$ 16.95	
NSF cheque - per cheque	\$ 30.00	
Emergency Photocopying - per page	\$ 0.25	
Towel rental	\$ 1.00	
All additional services	Cost plus 25%	
Kiln Use - Large Bisque per shelf	\$ 28.03	
Kiln Use - Small Bisque per shelf	\$ 20.49	
Kiln Use - Large Glaze per shelf	\$ 44.33	
Kiln Use - Small Glaze per shelf	\$ 37.69	
BBQ	\$ 16.91	\$ 13.53

2026 - 2027

WEST FRASER CENTRE | ARENA #2 (tax not included)

Recreation Hourly Rates	Regular	Discount
Ice- Youth Prime	\$ 132.51	\$ 106.01
Ice - Youth non Prime	\$ 98.71	\$ 78.97
Ice - Adult Prime	\$ 246.53	\$ 197.23
Ice - Adult non prime	\$ 185.16	\$ 148.13
Dry Floor Youth	\$ 75.37	\$ 60.30
Dry Floor Youth Non Prime	\$ 56.53	\$ 45.23
Dry Floor Adult	\$ 93.86	\$ 75.09
Dry Floor Adult Non Prime	\$ 70.66	\$ 56.53
Daily Rates	Regular	Discount
Dry floor West Fraser Centre	\$ 1,583.78	\$ 1,267.03

Dry floor Arena 2	\$	1,229.73	\$	983.79
Dry floor Leisure Patch	\$	528.23	\$	422.59
Hourly Rates		Regular		Discount
WFC Dunkley MeetingRoom (1632 sq feet)	\$	28.13	\$	22.51
Daily rates are based on five hours				

Advertising	Regular
Ice resurfacers - West Fraser Centre	\$ 678.63
Ice Resurfacers - Arena 2	\$ 339.31
Score Clock - West Fraser Centre	\$ 193.88
Score Clock - Arena 2	\$ 412.02
Rink Boards - West Fraser Centre	\$ 193.88
Ice - West Fraser Centre	no charge
Rink boards/ Wall - Arena 2	\$ 345.36
Readerboard - Arena 2	Revenue share
Readerboard WFC	Revenue share

Private use - Community Use Space - Quesnel Arenas - no charge

Minor Hockey	WFC	Shared Office	Room 108
	WFC	Storage	Room 144
	WFC	Storage	Room 132
Figure Skating	WFC	Shared Office	Room 107
	WFC	Storage	Room 143
	Arena 2	Lockers	7 two tier
Ringette	WFC	Shared Office	Room 108
	WFC	Storage	Room 144
	WFC	Storage	Room 131
Kangaroos	WFC	Storage	Room ?
Lacrosse	WFC	Shared Office	Room 107
	WFC	Storage	Room 131
JR A Hockey	WFC	Dressing room	Room 136
	WFC	Meeting room	Observer
Fun Hockey	WFC	Lockers	8

Recreation Pass

	2025	2026	2027
Non Resident	\$ 375.30	\$ 405.32	\$ 437.74

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 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.

90 (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.

90 (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.