



DISTRICT OF NEW HAZELTON
Regular Meeting
Monday September 8, 2025
Council Chambers Rm #2 – 4633 10th Ave
Regular Meeting – 7:00 pm

1. CALL TO ORDER REGULAR MEETING: 7:00PM
2. MINUTES
 - 2.1 Accept Minutes of August 11, 2025 regular meeting
3. PETITIONS & DELEGATIONS: NONE
4. CORRESPONDENCE: NONE
5. REPORTS
 - 5.1 Council Reports
6. BYLAWS
 - 6.1 Adoption of amendments to Bylaw No. 354, 2025 NHVFD Service Level Establishment & Fire Regulation
 - 6.2 First and Second reading of the District of New Hazelton Official Community Plan Bylaw No. 388, 2025.
7. NEW BUSINESS
 - 7.1 Economic Development Update - Summer 2025
 - 7.2 Policy Removal
 - 7.3 Mental Health & Addictions Accord
 - 7.4 Council New Business
 - 7.5 Council Schedule
8. ADJOURNMENT



DISTRICT OF NEW HAZELTON
Regular Meeting of Council
Monday, August 11, 2025
Rm #2 - 4633 10th Ave - Council Chambers
Regular Meeting – 7:00 pm

1. CALL TO ORDER: 7:00PM

Present: Mayor G. Lowry
Councillor G. Burns
Councillor R. Sturney
Councillor M. Weeber
Councillor A. Berg
Councillor B. Henwood
Councillor J. Hobenshield

Staff: Chief Administrative Officer, W. Hunt
Corporate Officer, B. White

Absent: Laura Roe, Chief Financial Officer

2. MINUTES

2.1 Accept Minutes of July 7, 2025 regular meeting.

RESOLUTION 8413/25

MOVED/SECONDED

THAT, the minutes of the July 7, 2025 regular meeting be accepted as amended.

CARRIED

3. PETITIONS & DELEGATIONS: NONE

4. CORRESPONDENCE: NONE

5. REPORTS

5.1 Council Reports

- Councillor Burns reported that Upper Skeena Recreation Centre had their meeting and they are still looking for more ways to fund the Centre.
- Councillor Berg provided an update about the Skeena TV Association. He was able to confirm the requisition amount from the RDKS, expenses, and how many subscribers there are based on the last survey. The service is costing more than the requisition provided and is being funded by surplus from previous years.

6. BYLAWS:

6.1 First, Second and Third reading of amendments to Bylaw No. 354, 2025 NHVFD Service Level Establishment & Fire Regulation.

RESOLUTION 8414/25

MOVED/SECONDED

THAT, the District of New Hazelton give the First, Second and Third readings of the amendment to Bylaw No. 354, 2025 NHVFD Service Level Establishment & Fire Regulation.

CARRIED

7. NEW BUSINESS

7.1 Policy Updates Policy.

RESOLUTION 8415/25

MOVED/SECONDED

THAT, the District of New Hazelton accept the Policy Updates Policy with the addition of putting changed policies in the monthly information package.

CARRIED

- Councillor Henwood opposed.

7.2 Fire Inspection Policy.

RESOLUTION 8416/25

MOVED/SECONDED

THAT, the District of New Hazelton accept the Fire Inspection Policy as presented.

CARRIED

7.3 Fire Safety Act - Appointment of Fire Investigator and Fire Inspector.

RESOLUTION 8417/25

MOVED/SECONDED

THAT, the District of New Hazelton appoint Fire Chief, Roger Smith, or a qualified individual or contractor in the Fire Chief's absence, as its Fire Investigator and Fire Inspector in accordance with sections 8 and 23 of the Fire Safety Act.

CARRIED

7.4 Social Media Policy.

RESOLUTION 8418/25

MOVED/SECONDED

THAT, the District of New Hazelton accept the Social Media Policy as presented.

CARRIED

7.5 Application to the Strategic Priorities Fund Capacity Infrastructure Stream for the Young Street Watermain Project.

RESOLUTION 8419/25

MOVED/SECONDED

THAT, Council authorizes the application to the Strategic Priorities Fund Capacity Infrastructure Stream for the Young Street Watermain Project in the amount of \$2,986,830.00.

CARRIED

7.6 Council New Business

- CAO Hunt provided an update on the two properties that have bylaw contraventions.

7.7 Council Schedule

Council reviewed their schedule for the upcoming months.

8. ADJOURNMENT

RESOLUTION 8420/25

MOVED/SECONDED

THAT, the regular meeting be adjourned at 7:46PM.

CARRIED

CERTIFIED CORRECT THIS 8TH DAY OF SEPTEMBER 2025

Mayor

Corporate Officer



DISTRICT OF NEW HAZELTON **BYLAW NO. 354, 2025**

Being a bylaw for service level establishment and fire regulation for the New Hazelton Volunteer Fire Department

THE COUNCIL of the District of New Hazelton, in open meeting assembled, enacts as follows:

Definitions

In this bylaw, unless the context otherwise indicates:

"Authority Having Jurisdiction" or "(AHJ)" means the District of New Hazelton, as the local government legally responsible for the organization and operation of the fire service;

"Apparatus" means any vehicle outfitted with machinery, devices, equipment or materials and used or intended to be used by the Department for firefighting or in response to any other incident, and includes a Department vehicle used to transport personnel or equipment;

"Building" means a structure that is used or intended to be used for supporting or sheltering persons or animals or property, except those prescribed by regulation as exempted from the Building Code;

"Council" means the Council of the District of New Hazelton;

"Equipment" means any tools, contrivances, devices or materials used or intended to be used by the Fire Department to combat an incident or other emergency;

"Fire Chief" means the person appointed by the District of New Hazelton as head of the Fire Department;

"Fire Code" means the BC Fire Code and Regulations adopted thereto, and any amendments as adopted by Order in Council;

"Fire Department" means the New Hazelton Volunteer Fire Department;

"Fire Personnel" means the Fire Chief or any member of the Fire Department;

"Fire Safety Act" means the Fire Safety Act, R.S.B.C. 2016, C.19 and all Regulations passed thereunder, and amendments thereto as adopted by the Province of British Columbia;

"Incident" means a fire, a situation where a fire or explosion is imminent, or any other emergency situation that may cause harm to persons or property, and to which the Fire Department has a responsibility to respond;

"Incident Commander" means the Member in Charge of any incident to which the Fire Department responds. Generally, this would be the senior ranking Officer or Member at an incident;

"Member" means any person who is duly appointed as a member of the Fire Department;

"Municipality" means the District of New Hazelton;

"Officer" means a Member with the rank of Lieutenant or higher, as appointed by the Fire Chief;

"Premises" means a building together with its grounds and appurtenances; and

"Public Building" means a building other than a private dwelling; a structure which the public is ordinarily invited or permitted access, or that is used for commercial, industrial, or institutional purposes. Also a facility, including a storage yard or tank farm.

PART I - ADMINISTRATION

Scope and Jurisdiction

1. This Bylaw and the provisions contained herein, as may be amended from time to time, shall apply throughout the District of New Hazelton.
2. The geographic limits of the jurisdiction of the Fire Chief and Fire Department extend to the boundaries of the District of New Hazelton, and fire apparatus shall only be used beyond the limits of the jurisdiction as specified below:
 - a. Pursuant to Mutual Aid Agreements or other written contracts or agreements with other jurisdictions;
 - b. Where, while outside the District of New Hazelton boundary, the Fire Chief or his/her designate determines that immediate action is necessary to preserve and protect life and/or property;
 - c. With the approval of Council; or
 - d. In an emergency, the approval of the Mayor or Acting Mayor (where timely Council approval is not possible).

Fire Chief Powers and Responsibilities

3. The Fire Chief is responsible for the efficient management of the Fire Department including the members, property, apparatus and equipment, and for the provision of fire prevention and protection services to the Municipality.
4. The Fire Chief shall ensure that the Fire Department is staffed with trained members in accordance with applicable legislation and regulations.
5. The Fire Chief shall establish rules, regulations and policies necessary for the proper organization, administration and operation of the Fire Department including but not limited to:
 - a. The use, care and protection of Fire Department property, apparatus and equipment;
 - b. The safe and efficient operation of the Fire Department; and
 - c. The recruitment, training, conduct, and discipline of members of the Fire Department.
6. The Fire Chief is responsible for all fire protection and prevention matters including the enforcement of this Bylaw and of the Fire Safety Act and shall assume the responsibilities of the Local Assistant to the Fire Commissioner.
7. In accordance with Section 66 of the Community Charter, the Fire Chief is hereby authorized to exercise the following powers:

- a. Enter on property and inspect premises for conditions that may cause a fire, increase the danger of a fire, or increase the danger to persons or property from a fire;
 - b. Take measures to prevent and suppress fires, including the demolition of buildings and other structures to prevent the spreading of fire;
 - c. Require an owner or occupier of real property to undertake any actions directed by the Fire Chief for the purpose of removing or reducing any thing or condition that the Fire Chief considers is a fire hazard or increases the danger of fire.
8. Council hereby delegates to the Fire Chief the duty to provide for a regular system of inspection of hotels and public buildings in the municipality in accordance with Part 4 of the Fire Safety Act.
9. In addition to the inspections required by Part 4 of the Fire Safety Act, the Fire Chief may institute and maintain a regular system of inspection of buildings and premises within the municipality to discover and order the removal or correction of any conditions constituting a fire hazard.
10. Any authority conferred on the Fire Chief under this bylaw may be exercised by a person acting under the authority of the Fire Chief.

Fire Department Service Level

11. The Fire Department will provide services at the **Exterior Operations Level** – this Service Level includes activities that are undertaken by firefighters trained in the full spectrum of competencies outlined in the NFPA 1001 Standard for Fire Fighter Professional Qualifications, and any additional capabilities as deemed necessary by the Fire Chief.
12. The level of training and equipment required is dictated by the needs of the community. The **Exterior Operations Level** may only be attained after appropriate equipment and training have been provided and documented. Acknowledging the fluctuations in personnel inherent with a primarily volunteer department, the Fire Department will endeavor to maintain a complement of firefighters of which 70% are trained in the **Exterior Operations Level** competencies.
13. The Fire Department shall train to and maintain NFPA 1001 Firefighter I and II competencies, in compliance with the provision of Full Service Operations. Officers will be trained to a minimum of NFPA 1021 Fire Officer 1. Records of all training activities for each firefighter will be maintained by the Fire Department.
14. As with any incident response, the qualifications and number of personnel present will dictate what actions can be safely undertaken. Notwithstanding the commitment to the **Exterior Operations Level**, if insufficient numbers of trained personnel are initially on scene to affect an **Exterior Operations Level**, the operational mode will be defensive.

PART 2 - FIRE PROTECTION & REGULATION

Control, Direction and Management at Incident

15. The Fire Chief, or the Incident Commander, shall have control, direction and management of all Fire Department apparatus, equipment or manpower assigned to an incident.

Entry and Site Management

16. The Fire Chief, or the Incident Commander, is empowered during any incident to enter premises or property, and to cause any member, apparatus or equipment of the Fire Department to enter, as deemed necessary to combat, control or deal with the incident.
17. The Fire Chief, or the Incident Commander, is empowered during the incident to enter, pass through or over buildings or property adjacent to an incident, and to cause Fire Personnel and the apparatus and equipment of the Fire Department to enter or pass through or over buildings or property, where deemed necessary to gain access to the incident or to protect any person or property.
18. The Fire Chief, or the Incident Commander, may establish boundaries or limits, and keep persons from entering the area within the prescribed boundaries or limits, unless authorized to enter by the Fire Chief or Incident Commander.
19. The Fire Chief, or the Incident Commander, may request Peace Officers to enforce restrictions on persons entering within the boundaries or limits outlined in S 13 & 14.7 of the Fire Safety Act.
20. The Fire Chief may obtain assistance from other officials as deemed necessary to discharge their duties and responsibilities under this bylaw.
21. The Fire Chief, or the Incident Commander, is empowered to cause a building, structure or item to be pulled down, demolished or otherwise removed if deemed necessary to prevent the spread of fire to other buildings, structures or things.
22. The Fire Chief, or the Incident Commander, is empowered to commandeer privately owned equipment which they consider necessary to deal with an incident. Costs would be reimbursed to the property owner using the most current Provincial equipment rates. Permission to exercise this power must be approved by the Chief Administrative Officer (or designate) or the Mayor.
23. The Fire Chief, or the Incident Commander, may request persons who are not members to assist in whatever manner the Fire Chief or Incident Commander considers necessary to deal with the incident, including removing furniture, goods, and merchandise from any building on fire, or in danger thereof, and in guarding and securing same, and in demolishing a building or structure at or near the fire or other incident.

Evacuation of Buildings

24. The Fire Chief, or the Incident Commander, is empowered to order the evacuation of any building that is directly involved with fire or other risk to life:
 - a. The Fire Chief, or the Incident Commander, is empowered to order the evacuation of any building, structure, property or area which in his/her opinion is endangered by fire or other risk to life; and
 - b. In such case, no person other than the Fire Chief or member of the Fire Department, Peace Officer, or other person authorized by the Fire Chief or Incident Commander, shall remain in or enter such building, structure, property or area.

Obstruction of Fire Department in Performance of its Duties

25. A person shall not impede, obstruct, abuse, or in any way hinder a member of the Fire Department, or other persons assisting or acting under the direction of the Fire Chief or the Incident Commander in the performance of their duties.
26. A person shall not obstruct or otherwise interfere with access roads, streets, or other approaches to any incident, fire hydrants, Fire Department connections, cisterns, appliances, or fixed/installed suppression equipment designated for firefighting.
27. A person shall not damage, destroy, obstruct, impede, or hinder, the operations of any Fire Department apparatus or equipment.
28. A person at an incident shall not drive a vehicle over any equipment without permission of the Fire Chief or the Incident Commander.
29. A person shall not refuse to permit the Fire Chief or anyone under the direction of the Fire Chief from entering upon any building or property for the purpose of:
 - a. Performing an inspection or investigation for conditions which may cause a fire, increase the danger of a fire or increase the danger to persons; or
 - b. Performing an inspection to ensure any flammable matter is rendered harmless or suitably safeguarded against fire.
30. A person shall not knowingly submit false or misleading information regarding a fire investigation or inspection.
31. A person shall not falsely represent themselves as a member of the Fire Department.

Duty of Owners or Occupiers

32. Every owner shall allow the Authority Having Jurisdiction to enter any building or premise at any reasonable time for the purpose of administering and enforcing this bylaw.
33. Every owner or occupier shall allow entry of the Fire Department to fight any fires or address any dangerous conditions that occur on the property.
34. The owners or occupiers of any real property shall remove any matter or thing from a building or premises which constitutes a fire hazard and shall maintain and clean chimneys, flues and other apparatus or things to reduce the risk of fire.
35. The owner of any vacant building in the municipality shall at all times keep the building free from debris and flammable material and shall keep all openings in the building securely closed and fastened to prevent the entry of unauthorized persons.

Other Prohibitions

36. An owner or occupier of a public building or as defined in the Fire Safety Act, shall not:

- a. Allow a public building or hotel to be occupied in excess of the maximum occupant load as posted by the Local Assistant Fire Commissioner;
- b. Allow the premise to operate without providing and maintaining proper exit hardware on exit doors in accordance with the Fire Code;
- c. Allow the premise to operate without providing and maintaining exits and emergency lighting in accordance with the Fire Code;
- d. Allow the premise to operate without maintaining and inspecting portable fire extinguishers by qualified personnel in accordance with the Fire Code;
- e. Allow the premise to operate without maintaining and inspecting fire alarm, automatic fire extinguishing, and voice communication systems by qualified personnel in accordance with the Fire Code and forwarding the certificates of inspection and maintenance to the Fire Department forthwith upon receipt;
- f. Allow the premise to operate without maintaining and inspecting private fire hydrants by qualified personnel in accordance with the Fire Code. The owner of a private hydrant shall:
 - I. Not less than once each year have the private hydrant flushed, drained and all threads of outlets and caps greased with waterproof grease;
 - II. Not less than once each year have all components of the hydrant inspected, serviced and tested;
 - III. Keep the ground surface around the private hydrant clear of shrubs, trees, structures and other obstructions of any kind, in order to facilitate use of the hydrant by the Fire Department; and
 - IV. Ensure the hydrant is installed to District of New Hazelton standards.
- g. Fail to maintain, have inspected, and clean commercial kitchen venting systems;
- h. Allow the premise to operate without maintaining the fire separations and fire stopping in accordance with the BC Building Code;
- i. Allow a fire hazard to exist;
- j. Fail to maintain clear access to a fire hydrant or fire department connection;
- k. Use a fire hydrant unless authorized; and
- l. Allow the premise to operate without a Fire Safety Plan approved by the Fire Department.

Burning

37. Burning within the District of New Hazelton is permitted only as it is permitted by the BC Wildfire Service and the Ministry of Forests, Lands, and Natural Resources office. This includes the burning of residential, construction site, demolition site or land-clearing waste:

- a. Special permits for fires at community events, such as Halloween, July 1st, etc. may be issued at the discretion of the Fire Chief or Fire Prevention Officer; and
- b. The Fire Department shall be permitted to use controlled fires for the purposes of training and demonstrations.

Offence and Penalty

38. A person shall not do, act or suffer, or permit any act or thing to be done in contravention of this bylaw.
39. Every person who, without lawful excuse, contravenes this bylaw by willfully doing any act which it forbids, or omitting to do any act which it requires to be done, is guilty of an offense and is liable, on summary conviction, to a fine under the Offense Act. A separate offense shall be deemed to be committed upon each day during and on which the contravention occurs or continues.
40. The penalties imposed under the previous sub-section, shall be in addition to, and not in substitution for, any other penalty or remedy imposed by this bylaw.

Repeal

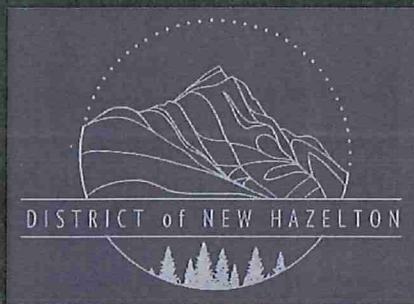
41. District of New Hazelton Fire Department and Regulation Bylaw No. 172,1992 and all amendments thereto, are hereby repealed.

This Bylaw may be cited as **"District of New Hazelton Volunteer Fire Department Service Level Establishment & Fire Regulation Bylaw No. 354, 2025."**

Read a first time this	11 th	day of August, 2025
Read a second time this	11 th	day of August, 2025
Read a third time this	11 th	day of August, 2025
Adopted this	8 th	day of September, 2025

MAYOR

CORPORATE OFFICER



District of New Hazelton: Official Community Plan

Bylaw No. 388, 2025



DISTRICT OF NEW HAZELTON

OFFICIAL COMMUNITY PLAN

A bylaw to guide long-term vision and strategic land use decisions within the District of New Hazelton
pursuant to Part 26 of the *Local Government Act*

WHEREAS the Council of the District of New Hazelton wishes to adopt a new Official Community Plan pursuant to section 876 of Part 26 of the *Local Government Act*.

NOW THEREFORE the Council of the District of New Hazelton in open meeting assembled enacts as follows:

1. This bylaw may be cited for all purposes as the District of New Hazelton Official Community Plan Bylaw No. 388, 2025.
2. The District of New Hazelton Official Community Plan Schedule "B" attached to and hereby forms part of this bylaw.
3. District of New Hazelton Bylaw No. 322, 2016 cited as District of New Hazelton Official Community Plan Bylaw and any amendments are hereby repealed.

READ A FIRST TIME this __th day of ____, 2025

READ A SECOND TIME this __th day of ____, 2025

PUBLIC HEARING HELD pursuant to section 890 of the Local Government Act this __th day of ____, 2025.

READ A THIRD TIME this __th day of ____, 2025

ADOPTED THIS __th day of ____, 2025

Gail Lowry

Mayor

Brooke White

Corporate Officer

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1.0 INTRODUCTION AND LOCAL CONTEXT

1.1 What is the Official Community Plan?

An Official Community Plan (OCP) is the highest-order document for a local government and helps to guide future planning and decision-making within the community. The development of an OCP is governed by the *Local Government Act*, which describes an OCP as “a statement of objectives and policies to guide decisions on planning and land-use management, within the area covered by the plan, respecting the purposes of local government.” (*Local Government Act* S.471.1).

Section 473 of the *Local Government Act* outlines specific requirements for OCPs, including:

- Statements and map designations for the area covered by the plan respecting the following:
 - the approximate location, amount, type and density of residential development required to meet anticipated housing needs over a period of at least 20 years;
 - the approximate location, amount and type of present and proposed commercial, industrial, institutional, agricultural, recreational and public utility land uses;
 - the approximate location and area of sand and gravel deposits that are suitable for future sand and gravel extraction;
 - restrictions on the use of land that is subject to hazardous conditions or that is environmentally sensitive to development;
 - the approximate location and phasing of any major road, sewer and water systems;
 - the approximate location and type of present and proposed public facilities, including schools, parks and waste treatment and disposal sites;
 - other matters that may, in respect of any plan, be required or authorized by the minister.
- Housing policies of the local government respecting affordable housing, rental housing and special needs housing.
- Targets for the reduction of greenhouse gas emissions in the area covered by the plan, and policies and actions of the local government proposed with respect to achieving those targets.
- The consideration of policy guidelines regarding the process of developing and adopting official community plans.
- The consideration of provincial policy guidelines related to transit-oriented areas.

An OCP provides a framework to guide the future vision for the community and can address:

- Character of existing and proposed land use and development;
- Infrastructure servicing requirements;
- Economic, environmental, physical design and development and social considerations;
- Quality of life, health and well-being considerations;
- Future growth and housing needs;
- Community energy auditing and management;
- Transportation networks and strategies;
- Community development; and
- Provisions of amenities and services.

An effective OCP results in:

- A level of certainty to residents and landowners regarding the location and nature of land use and development in the community;
- A framework to guide District Council, staff, businesses and citizens in strategic decision-making and implementation of long-term goals;
- A mechanism to advance collaboration and reconciliation with local First Nations and surrounding local governments;
- A tool to advocate senior levels of government for improved services and amenities; and
- A roadmap to guide zoning and subsequent implementation measures.

An OCP is a living document and should be reviewed periodically to ensure alignment with new trends within society and changing circumstances within the planning area boundaries. As such, following careful consideration by Council, policies and land use designations in an OCP may be revised through adoption of an amending bylaw following the provisions outlined within the *Local Government Act*. While OCPs were typically reviewed every 5-10 years, recent legislative requirements outlined by the Province now require that OCPs are reviewed every 5 years to ensure alignment with the most recent housing needs reporting.

Once an OCP is adopted as a bylaw, the Community Plan becomes “official”, and all future land use decisions made by Council must be consistent with the objectives and policies outlined in the Plan.

1.2 The Planning Process

The planning process for updating the OCP involved several key milestones that ensured thorough community involvement and strategic decision-making. These milestones included:



Initial Staff Review: The process began with a detailed review by the District staff to identify the primary goals and objectives that needed addressing in the updated OCP.

Housing Needs Report: To meet both legislative requirements and gain a comprehensive understanding of current trends, demographic changes, and housing needs in a 5- and 20-year period, the District finalized an interim Housing Needs Report (HNR) at the end of 2024.

Community Engagement: To gain community feedback and introduce the planning process, the District conducted community engagement in May 2025. This included a survey for New Hazelton residents, a business survey, stakeholder meetings (including neighboring municipalities, businesses, and community organizations and service providers), and an open house.

Drafting the OCP: Based on the feedback from stakeholders and the data collected, a preliminary draft of the OCP was created, outlining proposed policies and land use designations.

Revisions and Refinement: The draft OCP was revised and refined based on the input from District Staff and Council, ensuring that all concerns and suggestions were adequately addressed.

Final Council Review: The revised OCP was presented to the District Council for final review and approval.

Adoption and Implementation: Upon Council's approval, the OCP was adopted as a bylaw, becoming the official guiding document for all future land use decisions.

1.2.1 COMMUNITY ENGAGEMENT

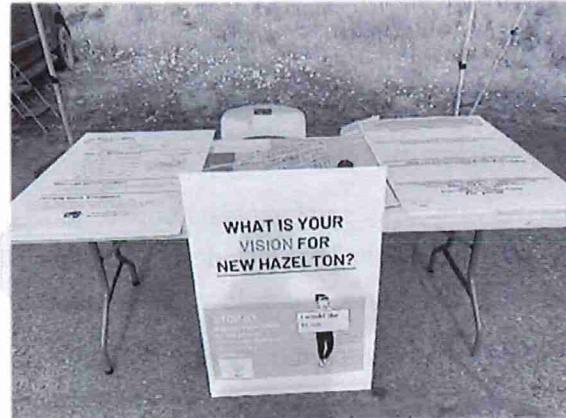
The District of New Hazelton initiated the OCP process in the summer 2024. Public insight into the Plan was sought through a variety of engagement methods, including:

Community Survey

A survey was made available from the end of November 2024 through January 24, 2025. The survey, promoted via social media, the project webpage, print media, and email, received 44 responses.

Farmer's Market Booth

A booth was set-up at the Hazelton Farmer's Market on Sunday, May 25, 2025, from 10:00 am – 2:00 pm. Residents were informed on the OCP planning process and invited to share their concerns, comments, and suggestions through one-on-one conversations.



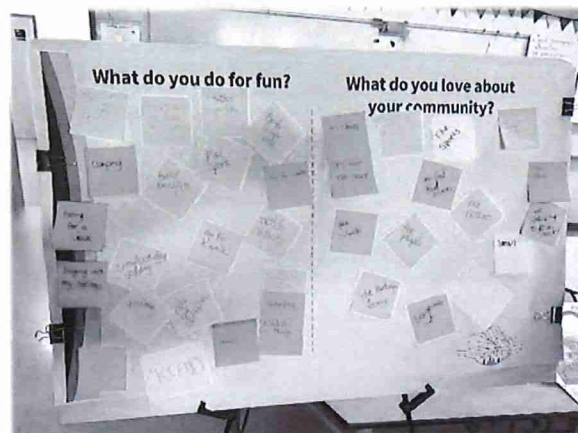
Community Open House

A series of panels seeking input on a variety of topics was set up in the Erwin Stege Community Centre from 5:00 – 8:00 pm on Tuesday, May 27, 2025. Project Team members were available to help guide residents through the panels and provide background context when needed. Residents were provided pens and Post-it notes and encouraged to provide comments directly on the panels.

School Engagement Sessions

Engaging the community's youth was a priority for the District, especially since only a single resident under the age of 30 responded to the community survey. To seek input from this age cohort, three in-person engagement sessions were conducted at local schools:

- New Hazelton Elementary School
 - Grades 5-6 class
 - Grades 6-7 class
- Hazelton Secondary School
 - Grade 9 class



Youth were asked to identify what they liked about the community and what they would improve.

Business Survey

Businesses operating in New Hazelton were provided with an online survey via email. The survey was designed to obtain insight into the opportunities and challenges facing business owners in the District. The survey remained open from May 21st, 2025, through June 6th, 2025, and 8 responses were received.

Local First Nations

An informational poster and background information on the OCP process was sent to local First Nations. The intent of this correspondence was to inform the communities on the OCP project and seek input on how each Nation would like to be involved in the process. No responses were received.

Stakeholder interviews

Interviews with various stakeholders were conducted in-person and virtually throughout the planning process. These stakeholders included various community groups, health care providers, District staff, recreation groups, surrounding local government, seniors housing facilities, among others.

Key themes from this community engagement are summarized in Section 1.2.2.



1.2.2 KEY THEMES

The following priorities emerged as common themes among residents and stakeholders throughout the engagement activities.

Housing

The need for new and affordable housing emerged as a top priority for several community members. Housing issues were expressed as a variety of needs, including:

- **Supportive Senior's Housing** – The Roche View Lodge is currently full and has a wait list of 9 individuals. While the community currently has 6 assisted living units, long-term care typically includes a stay at the Wrinch Memorial Hospital or a move to Smithers or Terrace. There is a desire to provide better local options to allow residents to age in place;
- **Local Workforce** – Several business owners and community service providers indicated that a lack of rental housing is a barrier to attracting and retaining workers;
- **Emergency Shelter** – While there is a women's shelter locally, there is no emergency shelter available to the community at large;
- **Derelict Buildings** – There are a number of abandoned/derelict buildings in the community which could help to address identified housing needs. Stakeholders and residents suggested the District explore opportunities to incentivize developers and property owners to undertake renovations to these buildings;
- **Diversity in Housing Typology** – Although single-family housing is typically the most desired housing form in the area, several residents and stakeholders mentioned the need for more diverse housing forms. While this includes duplexes, and other multi-unit housing, many residents also mentioned tiny homes and mobile homes as potential options.

Increased Services and Amenities

Residents and business owners emphasized the need for more retail services and recreational amenities in the District. They highlighted the importance of increasing business opportunities and enhancing community vibrancy. Additional services could attract new businesses, create jobs, and improve the overall quality of life. Enhancing local services would also contribute to a more dynamic community atmosphere, making the District a more desirable place to live and work.

A Collaborative Approach

A common theme expressed by stakeholders and residents was the need to take a collaborative approach among surrounding local governments and First Nations in addressing shared priorities. Topic areas such as housing, recreational facilities, social supports, emergency services, environmental protection, food security, among others, are priorities with the residents of the District of New Hazelton, Village of Hazelton, Regional District of Kitimat Stikine and neighbouring First Nations. Rather than each community tackling these issues in isolation, there is a sentiment among locals that more could be achieved locally through pooling resources. The development of the Upper Skeena Recreation Centre was identified as an example of what could be accomplished through local communities working together towards a shared vision.

While the Upper Skeena Recreation Centre was recognized by, it is to note that New Hazelton has other partnerships with the Regional District of Kitimat-Stikine, the Village of Hazelton, and other neighbouring communities for shared services. These include transit, library, economic development, tourism, water systems, road rescue, fire department and mutual aid, essential, and hospital services.

Highway 16 Impacts

While Highway 16 provides opportunities through increased traffic and efficient access to markets, residents and stakeholders indicated that having a highway as the main thoroughfare also comes with some negative impacts, including:

- **Safety** – residents and stakeholders indicated that vehicles often travel through town at high speeds, resulting in safety concerns for pedestrians; and
- **Reduced access to commercial businesses** – there is no on-street parking along Highway 16. Residents indicated that this impacts access to commercial businesses around the commercial core of the District.

Youth Activities

Students expressed they often have a hard time finding areas or places to hang out safely to have a fun time with friends. They identified a need for youth-friendly businesses and local organizations that can accommodate youth in the community. Common amenities identified by the youth include indoor recreation facilities (mini golf, bowling, weightlifting facilities, indoor pool), bike pump track, and expanded skatepark. It is noted that a bike track and skatepark expansion have recently been undertaken on the Gitanmaax reserve lands and it may not make sense to duplicate these efforts. As well, the Upper Skeena Recreation Centre has a wide variety of programming for youth, including a fitness centre with weight lifting. This highlights the benefits in undertaking a collaborative, regional approach to recreational services and amenities.

Food Security

Many residents and community groups identified a need for access to locally grown, nutritional food and ongoing support of food security programming. Recommendations provided for the District outlined include:

- Continue to support the Hazelton Farmers' Market (including exploring a larger venue and providing power);
- Establish an indoor space for the Farmers' Market so it could be held year-round;
- Establish a community garden;
- Explore composting systems in collaboration with local farms;
- Support food sustainability initiatives throughout the Hazeltons; and
- Support the development of the Hazelton's livestock operations.

Active Transportation

While residents indicated that the local trail systems were one of New Hazelton's strengths, many also mentioned how they would like to see improvements to the trail networks and bike paths around the community. Comments included increasing the number of local trails, increasing accessibility, and improving their safety.

Emergency Preparedness

Health providers and community members mentioned the importance of emergency preparedness in the community with the increased wildfire occurrence and drought conditions. Northern Health mentioned the importance of a partnership to undertake an emergency plan that involves the Wrinch Memorial Hospital.

Tourism

Residents and business owners often discussed the need for more tourism opportunities. They noted that greater awareness of existing attractions within the District and surrounding areas is important. Suggestions included enhancing signage before entering the District and improving the curb appeal of the main street through public art initiatives.

Mental Health and Substance Use Services

Both residents and community services have highlighted the need for enhanced community health resources to support youth and community members. Beyond the emergency shelters referenced earlier, insufficient mental health services were perceived as a strain on the capacity and resources of Wrinch Memorial Hospital. There is an on-going initiative to establish a mental health facility in Terrace, which the District supports and will advocate for.

These insights were reviewed and incorporated into the OCP where appropriate.

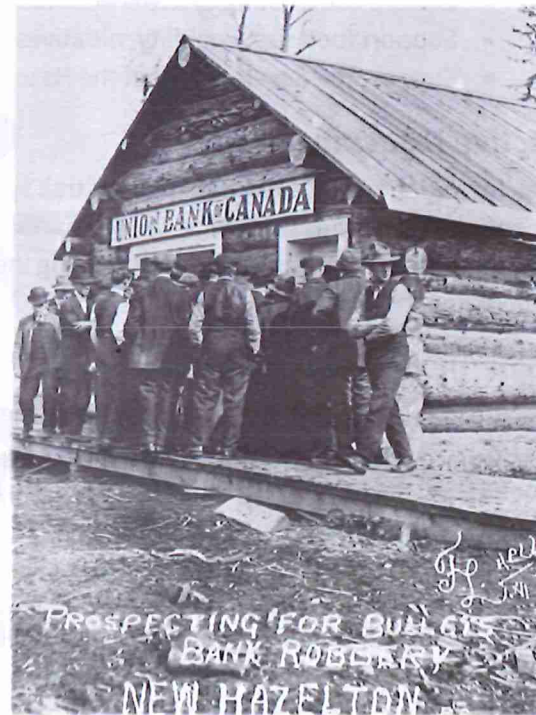
1.3 History of the District New Hazelton

New Hazelton's story begins with the construction of the Grand Trunk Pacific Railway, which played a pivotal role in shaping the community's identity and future. The railroad was built on the south side of the Bulkley River, prompting the establishment of both South Hazelton and New Hazelton. During construction, the location of the area's railway terminal was fiercely debated. Railway agents advocated for South Hazelton, anticipating profit from land sales, while merchants and miners from New Hazelton lobbied for their already established townsite. Ultimately, New Hazelton was selected as the terminal location, offering superior grades for transporting goods and a strategic site for loading ore. The New Hazelton section of the line was constructed between 1911 and 1912, turning the town into a major supply center and setting the stage for decades of growth. The inaugural passenger service arrived on September 6, 1914, affirming New Hazelton's role as a thriving hub in Northwest BC.

Amidst this rapid development, New Hazelton gained notoriety for two dramatic events: the Union Bank of Canada robberies in 1913 and 1914. The first occurred in November 1913, with masked thieves escaping with \$19,400. The second, on April 7, 1914, was similarly bold. Both robberies, followed by dramatic pursuits and eventual justice, left lasting marks on the community, reflecting the shifting social landscape of a town propelled by railway prosperity.

In response to growing needs for accessibility, Robert Kelly commissioned the Craddock Bridge over the Bulkley River in 1913. Rebuilt in 1932 and renamed the Hagwilget Bridge, it spans 262 feet above the river, ranking among North America's highest suspension bridges at the time. This bridge was vital to New Hazelton, providing a direct connection to Hazelton and essential hospital services. By 1953, it replaced the ferry service, further solidifying New Hazelton's importance as a regional link.

Incorporated in December 1980 after several years as an Improvement District, New Hazelton underwent significant transformations, including the establishment of a water treatment plant, wastewater lagoon, new storefronts, financial institutions, parks, outdoor fitness equipment, a playground, seniors housing, a community center, hiking trails, a vibrant art gallery, and a Visitor Center and gift shop. The Mayor and Council, seven members strong, oversee governance and policy, drawing on their extensive experience and long-standing service. Council and staff collaborate with the Village of Hazelton and the Regional District of Kitimat Stikine on regional initiatives—



"Prospecting for bullets, Bank Robbery", Apr. 7, 1914.
Credit: Jack R. Wrathall, Library and Archives Canada, PA-095740. Copyright: Expired.

transportation, recreation, library, fire protection, road rescue, visitor services, economic development, and more.

The District of New Hazelton and its surroundings have been home to the Gitksan and Wet'suwet'en since time immemorial. The trade of salmon and other natural resources formed the backbone of these Nations' economies, with goods traded through "grease trails" named for the oil from oolichan fish found in local rivers. Gitksan cultural heritage is celebrated in the reconstructed Ksan village north of New Hazelton. The Hagwilget community, of Wet'suwet'en descent, sits directly north, partnering with New Hazelton for water services and exploring mutual aid agreements in fire protection and training. An exhibit highlighting and celebrating both the Pioneer and First Nations history and culture can be found at the Visitors Center. Additional details on surrounding First Nations can be found in Section 1.5.1.

The neighboring village of Hazelton was founded in 1866 by European settlers, with the Hudson Bay Company running the Ackwilgate fur trading post for two years. Hazelton hosted miners during the Omineca Gold Rush (1870-71), and by 1880, the Hudson Bay Company expanded with warehouses in town. By 1888, Hazelton boasted a postmaster, police officer, and jail. Between 1890 and 1915, Hazelton was the largest community in Northwest BC, and the early 1900s brought prosperity. However, the Grand Trunk Pacific Railway's arrival on the opposite side of the river challenged Hazelton's prominence.

Today, New Hazelton offers residents and visitors breathtaking views of the Roche de Boule Mountain range and the commanding peak of Stekyoden. Surrounded by lakes, rivers, and endless opportunities for adventure, New Hazelton and the greater Hazeltons remain a haven for outdoor enthusiasts and those seeking the peace and beauty of life beyond larger urban centres.



"Hazelton to Telkwa", 1911.

Credit: Jack R. Wrathall, Library and Archives Canada, PA-096129. Copyright: Expired.



1.3.1 COMMUNITY CONTEXT

The Hazeltons – Upper Skeena

The Hazeltons officially consist of ten communities in Northwest BC, on or near Highway 16. The communities, a mixture of municipalities, unincorporated settlements and First Nation villages, are flanked by Terrace in the southwest and Smithers in the southeast.

The communities include New Hazelton (population: 602), Hazelton (population: 270), South Hazelton (population: 300), Kispiox Village (population: 536), Kispiox Valley, Sik-E-Dakh (population: 222), Gitanmaax (population: 627), Hagwilget (population: 238) and Two Mile (population: 650). Several communities further west along Highway 16 are also often grouped with the Hazeltons. These include Gitsegukla (population: 448), Gitwangak (population: 500), Kitwanga (population: 200) and Gitanyow (population: 383). To the southeast, the Suskwa Valley and Witsset (population: 646) are also commonly grouped with the Hazeltons.

Most of the communities have a few small stores and businesses, but New Hazelton is the service hub, with greater accommodation, retail and dining options.

1.4 Background Information

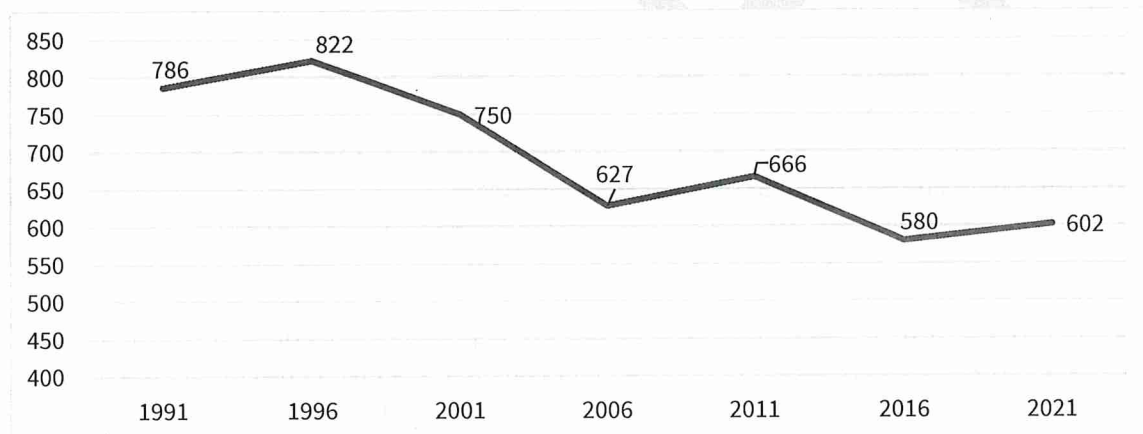
This section highlights key background information from the District of New Hazelton. This includes historic and current population and demographic trends, 5- and 20-year housing needs as identified from the interim Housing Needs Report (2024), and existing community infrastructure.

1.4.1 POPULATION AND DEMOGRAPHICS

Historic Population

The District of New Hazelton's population as per the 2021 Census data is 602. In the last 30 years, from the date of the most recent Census, the District's population has declined by 23% (184). Between 1996 and 2006, the District experienced a significant decline of 25%. Between 2006 and 2021 the rate of population declined by 4% (25 people).

Figure 1: Historic Population



Source: Statistics Canada Census Program, Census Profiles 1991, 1996, 2001, 2006, 2011, 2016, 2021

Population Projections

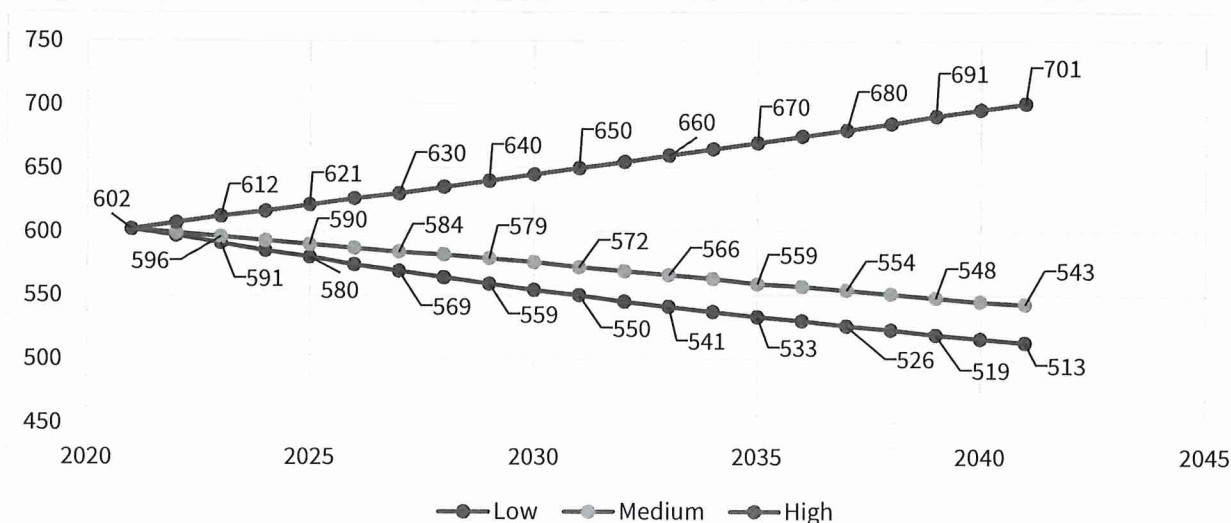
Future population growth in the District of New Hazelton will be influenced by the availability of government services, particularly healthcare and education, and the success of economic development initiatives. Population projections for the District of New Hazelton have been made based on three scenarios:

Low: The low growth rate was calculated by using the historic census data of the District of New Hazelton from 2001-2021 which is -0.98% per year on average.

Medium: The medium population growth scenario is based on the Regional District of Kitimat-Stikine's growth rate from 2001-2021 which is -0.37% per year on average.

High: BC Stats projects an annual population growth rate of 0.84% from 2021 to 2041, representing the most optimistic scenario. Assuming the average household size identified in the 2021 Census remains consistent at 2.3 persons per household, this projection aligns closely with the anticipated 20-year housing requirement of an additional 202 units.

Source: 1: Population Projections



Source: BC Statistics Population Projections and Statistics Canada Census 2021

Age Profile

The age profile of the District of New Hazelton is generally comparable to that of the Regional District of Kitimat-Stikine (RDKS) and British Columbia (BC) more broadly. The District has the youngest median age of the three jurisdictions at 41.2 years. Notably, New Hazelton has a 0-14 year-old population of 19.8%, the highest among the three. Additionally, 19.8% of the District's population is also 65 years or older, 2.6% higher than RDKS. Table 1 outlines the age profiles for New Hazelton, the RDKS, and BC.

Table 1: Age Profile

Age Group	DNH	RDKS	BC
0-14 years old	20%	18%	14%
15-24 years old	11%	11%	11%
25-44 years old	23%	26%	27%
45-64 years old	27%	28%	27%
65+ years old	20%	17%	20%
Total population	602	37,790	5,000,880
Median age	41.2	44.8	42.8

Source: Statistics Canada Census Program, Census Profile, 2021

Changing Demographics

While the overall population of New Hazelton has been in decline over the past few decades, the age profile reveals a community experiencing both youthful potential and aging trends. This may indicate a need for continued investment in schools, childcare, and youth programs, while also highlighting growing demand for health care services and senior housing to support the aging population. These demographic shifts highlight the importance of strategic planning to meet the needs of both younger and older residents, while also creating opportunities to retain and attract working-age individuals essential to the community's long-term sustainability.

1.4.2 HOUSING NEEDS

Recent amendments to the *Local Government Act* now require municipalities to incorporate the most recent Housing Needs Reports (HNRs) when preparing or amending OCPs. Sections 585.1 to 585.41 of the *Act* set out detailed requirements regarding the content, publication, update frequency, and regulatory framework of HNRs. These amendments require that HNRs identify the total number of housing units required to meet projected housing needs over a 20-year period. Municipalities must ensure that their OCPs and Zoning Bylaws can accommodate the identified housing need. OCPs must also include housing policies that address each class of housing need identified in the most recent HNR. For the District of New Hazelton, these housing classes include extreme core housing need; homelessness; suppressed households; anticipated household growth; minimum 3% rental vacancy rate; and local demand.

It should be noted that the Province requires that local governments utilize a standard methodology in determining the 5-year and 20-year housing needs. Local governments were provided with the Housing Assessment Resource Tool (HART) to assist them in calculating housing needs. Table 2 includes a summary of the housing need for 2041 as outlined in the 2024 interim Housing Needs Report and as required by the Province.

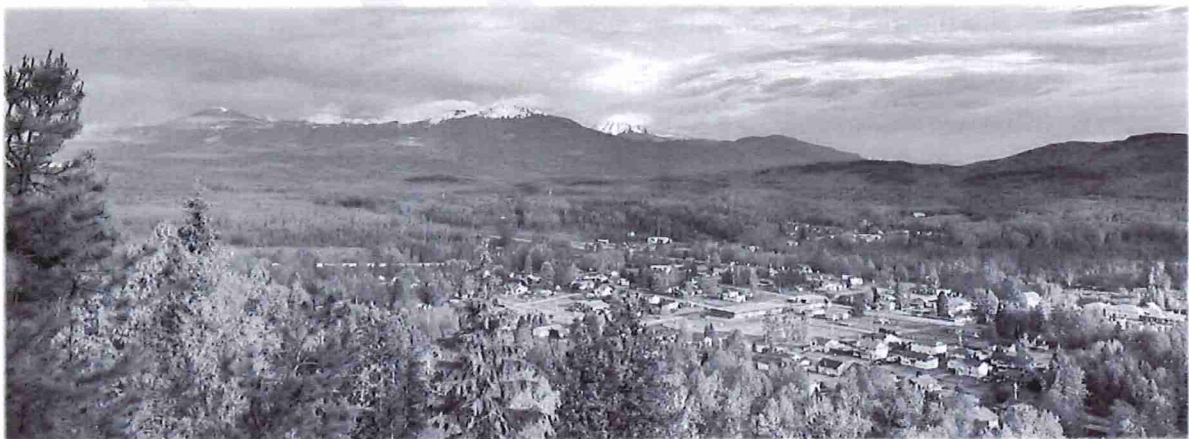


Table 2 – Summary of Housing Need (2021 – 2041)

Component	Number of New Units Needed	
	5-Year Need	20-Year Need
A: Extreme Core Housing Need	4	14
Owned Units	0	n/a
Rented Units	4	n/a
B: Persons Experiencing Homelessness	2	4
C: Suppressed Household Formation	13	52
Owned Units	13	n/a
Rented Units	0	n/a
D: Anticipated Growth	24	45
Owned Units	16	n/a
Rented Units	8	n/a
E: Rental Vacancy Rate Adjustment	0	2
F: Additional Local Demand	21	84
Total Units Needed	65	202
Owned Units	50	
Rented Units	15	

Source: Housing Assessment Resource Tool (HART), 2024

According to the Province's HART, the District must plan for 65 new housing units over the next 5-years and 202 new housing units over the next 20-years. Of the 65 housing units required over the next 5-years, 15 should be rental units.

District Council and staff feel the province's projections do not accurately reflect the local context of New Hazelton, especially considering the sustained population decline being experienced in the community. While the District's OCP and Zoning Bylaw have been updated to accommodate the projected 202 dwelling units over the next 20-years as outlined by the Province, the District does have concerns in meeting this projected demand as it relates to:

- **Land Availability** - The majority of lands surrounding the community's existing infrastructure servicing area are currently under Provincial Crown ownership. While there are private and municipal owned lands beyond these Crown lands, it is not efficient from a planning, cost, sustainability or infrastructure servicing perspective to 'leapfrog' readily developable lands to develop lands beyond. The District aims to work with the Province of BC and relevant First Nations regarding the acquisition of Crown lands within the District to help ensure an efficient and phased approach to future developments.
- **Infrastructure servicing** - While a high-level review indicates that the water and sanitary systems appear to have residual capacity in their original design to meet the housing and population demands outlined in the interim HNR, future assessments are needed to more clearly outline this capacity. Specifically, further investigations are needed to assess the



residual capacity of the sanitary conveyance system, as well as determine the residual capacity of surface water license and fire flow capacity, depending on development areas.

The District intends to work with the Province in addressing the concerns it has in accommodating the required housing needs projections.

1.4.3 EXISTING INFRASTRUCTURE

Water

The District operates a community water system which services New Hazelton and the community of Hagwilget IR1. The distribution system consists of approximately 15km of watermain, with service boundaries along Young Street to the west, 4th Avenue to the north, Oliver Street to the east, and 15th Avenue to the south. There is a pressure-reducing valve (PRV) station at Pugsley Street and 11th Avenue which controls the pressure zone in the northwest area of the District.

Surface water from Station Creek flows by gravity into the water treatment facility; in larger storm events where turbidity is anticipated to exceed acceptable treatment parameters, the surface water flows into an impoundment pond for the sediment to settle before flowing into the treatment plant. The treatment process in the facility consists of slow sand filters and a chlorine contact tank. The treated water then travels to the 1600m³ steel reservoir for storage prior to flowing by gravity into the distribution system.

A water system assessment of the existing and residual capacity in the distribution system was recently completed. Other features of the water system, such as the overall watershed management, source water quality and quantity, treatment capacity, and storage capacity were not reviewed as part of the assessment. With development anticipated, an overall review of the distribution and treatment capacity of the water system is recommended, along with a review of the current water license.

Parcels outside of the community water system network are serviced through individual on-site water systems with groundwater sources. Should future development be concentrated in these areas, a review to potentially connect these “outlying” areas to the community water system is recommended, depending on findings from the assessment of the existing water system.

Sanitary

The District operates a wastewater treatment facility consisting of an aerated lagoon with a discharge pipe to an overland treatment area. One of two lift stations in the community is located at Bowser Street and 9th Avenue, which collects flow from the northeast portions of community and pumps the flow into a manhole at Bowser Street, just south of Highway 16. The other lift station at Pugsley Street and 9th Avenues collects flow from the northeast portions of the community, including the sanitary dump at the Hazeltons’ Visitor Centre, and pumps flow into a manhole at Pugsley Street and 11th Avenues. These two manholes, along with the other service connections in the rest of the community flow by gravity into the aerated lagoon. The service area for the community wastewater system is bounded by the same area as the community water system described above.

A condition assessment of the facility was completed in 2018, with no significant issues noted. There were several recommended next steps, with the District choosing to desludge the lagoon to maintain operation. The lagoon desludging has not been completed to date due to lack of funding. A recent line assessment of the sewer collection system, including the lift station capacities, has recently been reviewed, with work continuing over 2025-2026. With development anticipated, an overall review of the conveyance and treatment capacity of the wastewater system is recommended.

Parcels outside of the community wastewater system network are on individual on-site wastewater systems and septic systems. Should development be concentrated in these areas, a review to potentially connect these “outlying” areas to the community wastewater system is recommended, depending on findings from the assessment of the existing wastewater system.

Storm

The District has storm pipes, culverts, and ditches throughout the community to manage runoff from impervious areas (roads, structures, etc.) and creek flows from Station and Waterfall Creeks. The creek flows are sourced from the Station Creek watershed, while being primarily sourced from Stegyoden Peak to the south of New Hazelton. A majority of these ditches are within boulevards in the road rights-of-way, with curb and gutter only along the Highway 16 roadway.

No localized flooding issues have been noted, and no community-wide stormwater management plan has been assembled. With densification often increasing impervious surfaces, resulting in increased runoff, the District is encouraged to review on-site stormwater management requirements while considering environmental impacts, should there be discharges to Station and Waterfall Creeks.

Transportation

Roads

Most District roads are paved, with sidewalks, curbs and gutters along both sides of the road along Highway 16. There is a short section of sidewalk with curb and gutter along Laurier Street to support the pedestrian access to the Lookout/Waterfall Trail, beginning at Laurier Street and 14th Avenue. There are a few gravel roads which the District maintains, including Vancouver, College, and Templeman Streets, as well as portions of May Street, Pugsley Street N, 8th Avenue, 10th Avenue, and 14th Avenue E.

Public Transit

New Hazelton is serviced by several BC Transit bus routes connecting them to portions of the surrounding area. These include:

Route 31 – Gitsegukla: Route services Kispiox to Gitsegukla. Stops between the two terminus stops include Glen Vowell, the Village of Hazelton, the Wrinch Memorial Hospital, Hagwilget, New Hazelton, and South Hazelton.

Route 32 – West Connector: Route services Hazelton to Gitwangak. Stops between the two terminus stops include New Hazelton, South Hazelton, and Gitsegukla.



Route 163 – Hazeltons/Smithers: Route services between Kispiox and Smithers. Stops between the two terminus stops include Hazelton, the Wrinch Memorial Hospital, Two Mile, Hagwilget, New Hazelton, and Witset First Nation.

Route 164 – Hazeltons/Terrace: Route services between Kispiox and Terrace. Stop between the two terminus stations include Hazelton, the Wrinch Memorial Hospital, Two Mile, Hagwilget, New Hazelton, South Hazelton, Gitsegukla, Gitwangak, Gitaus Firehall, Gossen subdivision, Thornhill, and the Mills Memorial Hospital.

Railway

New Hazelton has a train stop on the Canadian National Railway, which provides passenger services through Via Rail Canada. Trains operate several times a week, traveling east to Prince Rupert and west to Jasper, Alberta.

Airports

New Hazelton does not have an airport; the nearest airports are located in Smithers and Terrace.

Smithers Regional Airport (YYD): 65km southeast of New Hazelton. This airport charts Air Canada and Central Mountain Air flights directly to and from Vancouver.

Northwest Regional Airport (YXT): 140km west of New Hazelton. The airport charts flights from Air Canada, Westjet, and Central Mountain Air directly to and from Vancouver, Prince George and Calgary.

Solid Waste

The District of New Hazelton completes garbage and recycling pickup every week, with alternating weeks for garbage and recycling. The waste is then transported and disposed of at the RDKS Hazelton Waste Management Facility. There is a bottle return and household recycling depot in New Hazelton at Fielding Street and 11th Avenue.

Power & Telecommunications

BC Hydro supplies electricity across the District and offers the Power Smart program. Currently, there are no natural gas providers operating in New Hazelton. TELUS, Rogers, and Citywest deliver telecommunications services within the community.

1.5 Community Partnerships

Community engagement undertaken as part of the development of this OCP revealed a strong desire among local residents to take a collaborative approach among local governments and First Nations in addressing shared priorities and initiatives. Through the lens of 'we are stronger together', several locals indicated that more could be accomplished through pooling resources as opposed to working in isolation. Areas identified for potential collaboration include housing, recreational facilities, social supports, emergency services, environmental protection, alternative energy sources, and food



security. The District will continue to engage the Village of Hazelton, RDKS and neighbouring First Nations in these endeavours.

1.5.1 INDIGENOUS COMMUNITIES

The District of New Hazelton is near the boundary of both the Gitksan and Wet'suwet'en Nations.

The Gitksan are comprised of six communities: Gitanmaax, Anspayaxw (Kispiox), Sik-e-Dakh (Glen Vowell), Gitanyow, Gitsegukla, and Gitwangak. New Hazelton is situated in the southern portions of the Gitksan territory, which encompasses an area of approximately 30,000 km².

The Wet'suwet'en traditional territory encompasses an area approximately 21,000 km² in size and is comprised of six contemporary First Nations communities: Wet'suwet'en (Broman Lake) Ts'il Kaz Koh (Burns Lake), Hagwilget, Nee-Tahi-Buhn, Skin Tyee, and Witset (Morice town). The District shares its border with the Hagwilget Village Council to the north.

In addition to the *Indian Act* elected Bands and Councils, both the Gitksan and Wet'suwet'en follow a traditional governance structure based on clans, which are further subdivided into house groups. Each house group is led by a Chief and several Wing Chiefs. Each house has authority over their respective territories. Membership in the hereditary governance model is based on genealogy, which can differ from memberships as identified by the elected *Indian Act* Nations.

The 2021 census reports that 52% (325) of New Hazelton's population identifies as Indigenous, indicating that many members of the surrounding First Nations have come to live in the District. It is also important to note that while the scope of the District's OCP and Zoning Bylaw do not apply to nearby reserve lands, the District does supply water to Hagwilget under a water servicing agreement. Many residents of neighbouring reserve lands also utilize various services provided within the District. For these reasons, it is important to provide opportunities to seek input from neighbouring First Nations.

1.5.2 LOCAL GOVERNMENTS

The District of New Hazelton has a strong and long-standing relationship with both the Village of Hazelton and the RDKS. Fostered through a shared commitment to mutual support and collaboration, these three communities, though distinct in governance, work closely together on various initiatives that benefit their residents.

New Hazelton, the Village of Hazelton and the RDKS recognize the importance of pooling resources and efforts to address common challenges and opportunities. Their cooperative approach extends to areas such as infrastructure development, emergency services and preparedness, environmental conservation, tourism, economic development, library services, transit, workforce retention, and cultural preservation. This partnership is grounded in the belief that by supporting each other's governance, they can achieve greater efficiency and effectiveness in serving their populations.



The three governments collaborate through joint planning sessions, community forums, and intergovernmental meetings to ensure that their policies and projects are aligned. This level of coordination helps to avoid duplication of services and promotes a unified vision for the region's future. Together, they strive to create thriving, resilient communities that honour their rich heritage while embracing sustainable growth.

DRAFT

2.0 VISION AND GUIDING PRINCIPLES

2.1 Community Vision

The people of New Hazelton are proud of their community and its natural setting. New Hazelton's friendly people, diversity of culture, history, character, working class roots and small town atmosphere make it very attractive for people to visit and call home. New Hazelton is a great place for families, children, seniors and others who appreciate a quiet, less complicated lifestyle with the amenities of a complete, yet sustainable community.

New Hazelton is a small rural town surrounded by natural forests and water. The community is a safe, inviting place to live, linked to surrounding communities by highways and rail.

The community creates shared sustainable economic development through a resilient economy. The existence of a variety of housing types in conjunction with affordable housing has attracted a wide variety of people. New Hazelton has a friendly development environment, which respects the character and sense of place of the community.

New Hazelton has strong relationships, and works in collaboration with local First Nations, the Village of Hazelton and the Regional District of Kitimat-Stikine on shared priorities and goals.

2.2 Guiding Principles

The OCP process identified important community values and guiding principles. Throughout the engagement process residents, landowners and stakeholders consistently expressed these foundational values. These values provide insight into those aspects of the community that should be maintained and enhanced as growth and development occurs. The District of New Hazelton guiding principles include:

New Hazelton's "Thriveability"

Ensure a thriving community through supporting the provision of a range of health care, social, educational, recreational, and cultural services and amenities that meet the current and future needs of the community.

Collaboration with Surrounding Communities

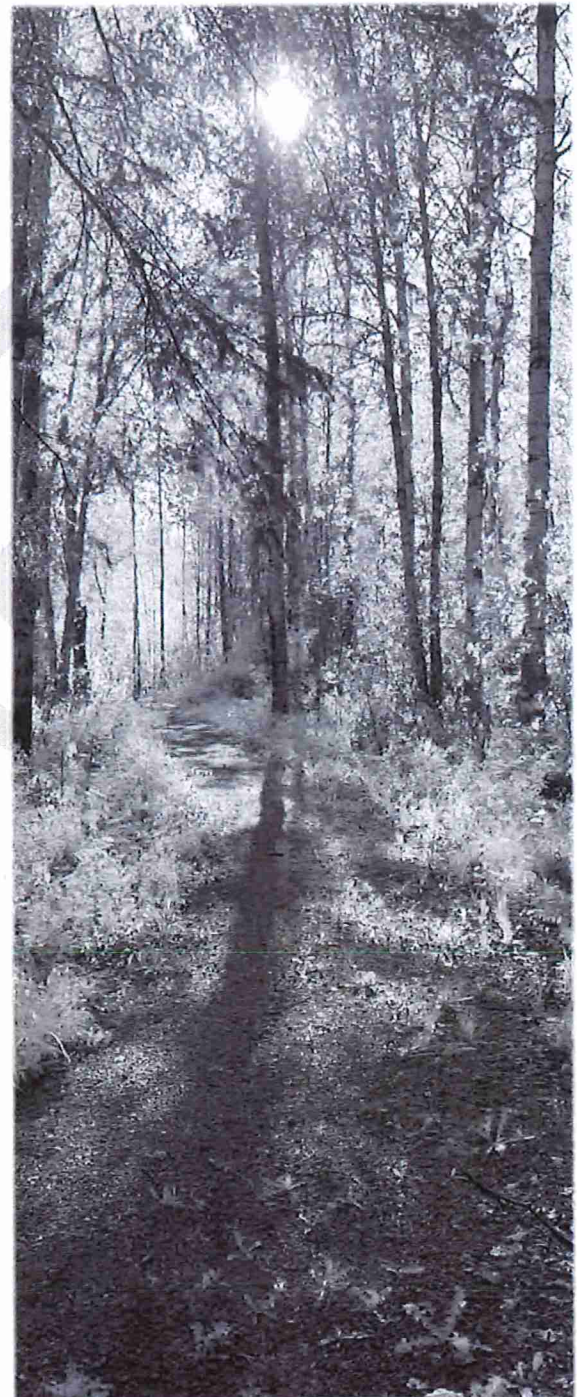
Collaboration with surrounding communities, including local First Nations, the Village of Hazelton, and the RDKS, is essential for fostering a cohesive and thriving region. By leveraging diverse perspectives and resources, New Hazelton can address shared challenges and opportunities more effectively. These partnerships can enhance infrastructure, social services, and joint marketing efforts, leading to sustainable growth and a stronger collective voice in advocating for provincial and federal support.

Sustainability

New Hazelton aims to meet current needs while ensuring future generations can do the same. Sustainability in New Hazelton relies on community involvement and balancing economic, social, environmental, and cultural well-being now and in the future.

Environment Stewardship

The surrounding natural resources and beauty are a main reason people choose to live in New Hazelton. The District will take steps to ensure the protection and enhancement of these natural resources through active environmental stewardship.





Economic Diversification

The District will support the development of a healthy, diversified, sustainable economy that attracts businesses and acts as a regional economic hub.

Improved Aesthetic

The District will encourage the revitalization and redevelopment of the downtown core and support continuous improvement of the community's overall visual appearance.

Arts and Culture

New Hazelton will strive to preserve and enhance the community's cultural identity. The District acknowledges and actively supports local societies and volunteer organizations that aim to keep residents engaged in community arts and culture. The District also recognizes the breadth of talented, local artists. The OCP supports New Hazelton's cultural heritage and encourages opportunities to strengthen the presence of arts in the community.

Reconciliation

New Hazelton will continue to advance on-going reconciliation efforts with neighbouring First Nations communities.

Recreation and Leisure

Through engagement, residents highlighted the important role sports and recreation play in bringing local communities together. The District recognizes the importance of such facilities and will continue to support recreational opportunities that reflect the diverse needs of residents across all life stages and abilities.

Preserving New Hazelton's Character

New Hazelton is defined by its stunning, natural surroundings and is shaped by its small-town charm and rich cultural heritage. New Hazelton will continue to preserve and enhance its character by encouraging development and design that reflects and strengthens the community's small town character and by supporting new development in alignment with the vision and direction of the OCP.

Sense of Community

The District is committed to supporting initiatives that bring people together, enhance quality of life, and strengthen social, cultural, and economic connections throughout the community. By fostering community participation and shared experiences, the District aims to build a resilient, welcoming, and connected community. This is accomplished through community events, encouraging volunteerism, and creating inclusive spaces where residents can gather, celebrate, and engage with one another.

Agriculture and Food Security

New Hazelton will support local farmers, residents and community organizations in expanding access to locally grown, nutritious foods and strengthening long-term food security programs where possible.

Advocacy

New Hazelton will leverage this OCP to advocate to senior levels of government for improved services, programs and amenities.



3.0 COMMUNITY DEVELOPMENT

The Community Development section of the OCP details objectives and policies for various community development issues, including economic development, food security, energy, environmental protection, and housing. These topics were identified by New Hazelton residents during the community engagement process. Although these objectives and policies may go beyond traditional land-use policies outlined in an OCP, they are also essential to New Hazelton's future growth, health, and evolution.

It is also noted that some of the policy statements and overall direction outlined in this section extend beyond the purview of the District. Due to staffing and funding constraints, the District is also limited in the scope of services it can provide. In this regard, the District will advocate and support others in undertaking several of the initiatives outlined in this section, but will not take a leading role.

3.1 Economy and Economic Development

A healthy local economy is essential for a sustainable and livable community. A strong and diverse economy provides resources that allow residents and a community to prosper, as well as brings employment and a solid tax base to support services, leading to healthier lifestyles and greater opportunities for personal fulfilment. With a strong economy a community can achieve a higher standard of development, provide more services and enjoy an overall higher quality of life.

Economic development has been identified by New Hazelton Council as a priority in the District's 2022-2026 Council-driven Strategic Plan. This Council plan outlines an overall economic development goal to promote a diverse local economy with a stable workforce, within strategic objectives including addressing workforce shortages; small business support; diversifying the tax base; and addressing the housing shortage.

Starting in 2022, the RDKS prepared a 2024-2026 Economic Development Strategic Plan for the District of New Hazelton and Village of Hazelton. The Plan includes an economic overview, Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis, and strategic areas of focus. The Strategic Plan also includes the following Vision statement:

"Transform Hazelton and New Hazelton into dynamic, prosperous communities where the local economy thrives on innovation and diversity, residents enjoy high standards of living, and visitors are drawn to our unique cultural and natural treasures, setting a benchmark for rural economic development."

Four strategic areas for economic development were identified in the Plan, which include:

- Supporting local businesses and community organizations to thrive;
- Promoting local tourism;
- Supporting and advocating to build a skilled and diverse workforce; and



- Diversifying the economy and tax base.

Through a business survey undertaken as part of the OCP process, the business community highlighted challenges in hiring and retaining skilled, reliable workers, as well as a lack of available commercial spaces.

The District will work to fulfill the goals and objectives outlined in Council's 2022-2026 Strategic Priorities document; implement the action items outlined in the Economic Development Strategic Plan; and strive to address the concerns raised by the business community.

3.1.1 OBJECTIVES

- .1 Create a more diversified local economy built on private business, social enterprise, and New Hazelton's strength as a place of collaboration and creativity;
- .2 Create a vibrant local economy that provides sustainable, meaningful year-round employment;
- .3 Encourage economic activities that leverage and complement the region's environmental characteristics, natural qualities, and geographic setting;
- .4 Encourage the development of the urban landscape in a way that is aesthetically pleasing and responsive to the local character of New Hazelton to encourage both tourism and new residents; and
- .5 Promote the development of a vibrant commercial core that leverages the District's position along the Highway and railway corridors.

3.1.2 POLICIES

- .1 Encourage initiatives that increase available commercial rental space to support business growth and entrepreneurship;
- .2 Take steps to implement the action items outlined in the 2024-2026 Economic Development Strategic Plan;
- .3 Consider, and take steps to address, the economic development goals and objectives as outlined in the 2022-2026 Strategic Priorities document;
- .4 Explore partnerships with local private and public sectors, and other organizations to support community improvements, local business growth, external investment and joint marketing initiatives;
- .5 Encourage and support entrepreneurship and business development that creates employment opportunities across a range of income levels;
- .6 Support local trade and skill development to build capacity and meet employer needs;
- .7 Support small scale, mixed use commercial development, where appropriate;
- .8 Continue to support businesses by utilizing Northern Development's Business Façade Improvement Program to improve economic viability and community vibrancy;
- .9 Explore options for increasing the walkability of the District's commercial area;

- .10 Support an integrated transportation network for the mobility of people, goods and services;
- .11 Facilitate efforts to enhance and maintain telecommunication services across the community;
- .12 Support the development of renewable energy resources and resource management technologies and related supportive industries;
- .13 Continue to support strategies and actions that will assist in developing year-round tourism opportunities;
- .14 Market the community on its environmental features, natural beauty, and recreational amenities to attract visitors, residents, and investment;
- .15 Promote the advancement of the industrial sector, with an emphasis on clean, green, technological, and sustainable industries, as well as renewable energy opportunities;
- .16 Encourage infrastructure improvements that support long-term economic development in a fiscally responsible manner;
- .17 Continue to provide the timely and efficient approval of permits; and
- .18 Support opportunities that link food security with local economic development initiatives.

3.2 Climate Resilience and Emissions Reduction

Through Bill 27, local governments in BC are required to make efforts towards reducing the greenhouse gas emissions (GHG) of their communities. Data from the BC Ministry of Environment and Climate Change Strategy shows that from 2007 to 2022, emissions in the District increased by 0.3% from 3,470 Total Tonnes CO₂e to 3,81 Total Tonnes CO₂e. The main GHG source in New Hazelton was on-road transportation. The data also revealed that residential homes primarily emit GHGs through wood-burning stoves.

New Hazelton conducted a community energy and emissions plan (CEEP) in 2015, which evaluated existing energy use and GHG emissions with the aim of improving efficiency, cutting emissions, enhancing community resilience, managing future risks, and driving economic development. The District of New Hazelton aims to build off of these efforts to reduce greenhouse gas emissions and promote a renewable energy supply.

CleanBC commits to reducing emissions by 80% from 2007 levels by 2050. While the District will strive to align with this Clean BC target, New Hazelton may revisit this target as part of a review and update of the community's CEEP.

3.2.1 OBJECTIVES

- .1 Promote efforts to reduce community greenhouse gas (GHG) emissions in alignment with provincial targets while supporting local energy efficiency and sustainability goals;
- .2 Strengthen the community's ability to plan for, respond to and recover from, climate impacts; and
- .3 Implement climate change actions that ensure a sustainable and resilient future by protecting the health of New Hazelton's social, economic, and natural environments.

3.2.2 POLICIES

- .1 Leverage Local Government Climate Action Program (LGCAP) funding to undertake initiatives aimed at strengthening the District's resilience;
- .2 Continue to meet the requirements of the Local Government Climate Action Program;
- .3 Consider implementing strategies to meet the District's emissions reduction target, such as:
 - i. Updating the community's energy and emissions profile to identify sources of emissions and establish an updated emissions target;
 - ii. Reviewing and updating the District's Community Energy and Emissions Plan (CEEP) to identify opportunities to integrate goals and strategies into land use, transportation, and infrastructure planning to reduce community-wide energy consumption and GHG emissions;

- iii. Continuing to maintain the car charging station located next to the New Hazelton administrative office;
 - iv. Encouraging partnerships with utilities, non-profits, and developers to explore local energy solutions;
 - v. Exploring the possibility of creating and diversifying community energy/renewable energy systems, such as bioenergy and biomass, geothermal, solar, wind and micro-hydro, and collaborating with surrounding government organizations in this endeavor;
 - vi. Inviting local experts or relevant businesses/organizations to set up booths at events to share the services or products they offer that will support GHG emission reductions and energy efficiency;
 - vii. Taking steps to educate the public and development community on green technologies and energy savings; and
 - viii. Inviting BC Hydro to share information about incentives or other programs that are available to encourage efficiency;
 - ix. Considering undertaking an Active Transportation Plan as a means of promoting improved community health and reducing vehicle emissions; and
 - x. Considering establishing an efficient woodstove program.
- .4 Consider implementing strategies to strengthen the community's ability to plan for, respond to and recover from, climate impacts, such as:
- i. Considering undertaking a Climate Adaptation Strategy to align District initiatives with climate resilience needs; and
 - ii. Encouraging the restoration and stewardship projects that protect local ecosystems, biodiversity, and water quality.
- .5 Continue collaborative efforts with neighboring local and regional governments to pursue climate resiliency grants, such as the Climate Action Plan grant.

3.3 Agriculture and Food Security

New Hazelton aims to cultivate a thriving and sustainable food culture grounded in robust local food production, traditional knowledge, and environmental stewardship. The District benefits from a strong agricultural and food security network supported by local initiatives. Residents and community organizations are committed to expanding access to locally grown, nutritious foods and strengthen long-term food security programs.

Approximately 50% of the OCP plan area is designated as within the Agricultural Land Reserve (ALR), under the Provincial *Agricultural Land Commission Act* and *Agricultural Land Reserve Regulation*. The District recognizes the Agriculture Land Commission (ALC) as the primary agency responsible for the protection and regulation of ALR lands and supports its mandate to preserve agricultural land for current and future generations. While the community supports the ALR and mandate of the Agricultural Land Commission, District staff and Council have indicated that the current ALR boundary may not reflect the actual agricultural capability of the land base. Some of the lands with suspected limited or negligible agricultural potential are areas identified for the future growth and expansion of the community. Understanding the ALR mapping of the District was established in the 1970s with more limited information on agricultural capability, New Hazelton is willing to collaborate with the ALC to find a balance between the District's growth while maintaining the mandate of the ALC.

3.3.1 OBJECTIVES

- .1 Protect the availability and long-term viability of agricultural land to support the community's ability to produce local, sustainable foods, foster self-sufficiency, promote food security, and improve economic diversity;
- .2 Continue to support existing food security initiatives;
- .3 Encourage small-scale food production on residential properties of all sizes; and
- .4 Support residents of New Hazelton in having the opportunity, knowledge and resources to grow, access, and enjoy affordable, nutritious, and locally produced food.

3.3.2 POLICIES

- .1 Support the ALC's mandate to preserve farmland and encourage the preservation of lands with agricultural value and farming potential;
- .2 Collaborate with the ALC to encourage to undertake a review of the current ALR in consideration of actual agricultural considerations;
- .3 Ensure use of land within the ALR is in accordance with the Agricultural Land Commission Act and Agricultural Land Reserve Regulation;
- .4 Support the establishment of backyard gardens and small-scale food production within all residential areas;

- .5 Encourage sufficient buffers where a property is adjacent to ALR lands consistent with the Ministry of Agriculture and Food's 'Guide to Edge Planning';
- .6 Support and promote educational workshops that raise awareness about food production, preservation techniques, and sustainable agriculture practices;
- .7 Encourage and support local farming initiatives, and explore economic incentives and diversified uses of ALR lands, while maintaining and protecting the intent of ALR lands;
- .8 Continue to support the Hazelton Farmers' Market as a hub for local food access and economic activity;
- .9 Explore opportunities to enhance the Hazelton Farmers' Market, including expanded space, electrical access, and the potential for an indoor venue to support year-round operation;
- .10 Explore opportunities for more community gardens to increase access to fresh produce and strengthen community connections; and
- .11 Explore a local composting system to reduce food waste in collaboration with local farmers, organizations, and the Regional District of Kitimat-Stikine.



3.4 Health and Quality of Life

Ensuring resources and services are in place to support the physical, mental and social well-being of residents of all ages is of critical importance in ensuring a high quality of life in New Hazelton.

Through engagement as part of this project, both residents and community service providers highlighted the need for enhanced community health resources to support youth and community members. Insufficient mental health services and the lack of an emergency shelter were specifically identified as gaps in existing services.

Health providers and community members also mentioned the importance of emergency preparedness in the community, especially given the increased wildfire occurrence and drought conditions. In 2020, the District of New Hazelton partnered with the Village of Hazelton to hire a Fire Smart Educator. While wildfire hazard data is available through the Provincial Strategic Threat Analysis, this data is general in nature and the District would benefit from undertaking a specific Community Wildfire Resiliency Plan.

3.4.1 OBJECTIVES

- .1 Maintain and enhance the quality of life in New Hazelton;
- .2 Maintain and enhance community safety;
- .3 Support reliable and equitable access to emergency services for all residents; and
- .4 Ensure the community is prepared for natural disaster events.

3.4.2 POLICIES

- .1 Maintain and Enhance the quality of life in New Hazelton by:
 - i. Supporting the provision of accessible primary healthcare services for the elderly, promoting a positive and "barrier-free" environment to encourage healthy, active aging;
 - ii. Supporting strong community support systems for children and youth and encourage early childhood education services within the community;
 - iii. Advocating senior levels of government for improved mental health and substance abuse services and supports;
 - iv. Collaborating with other levels of government, non-governmental agencies and health care providers to ensure the best use of resources in support of a wide range of services;
 - v. Encouraging that recreational, leisure, cultural programs, activities, and facilities are affordable, inclusive, and responsive to the diverse needs of the community;
 - vi. Supporting the establishment of additional emergency shelters in the region;
 - vii. Promoting educational programs that support healthy lifestyle choices;

- viii. Continuing to support, and participate in, the Hazeltons Community Accessibility Committee;
 - ix. Continuing to take steps to ensure adherence to the Accessible British Columbia Act, including finalizing and implementing the community's Accessibility Plan;
 - x. Supporting services and programs that provide employment opportunities for people with disabilities; and
 - xi. Supporting the establishment of collaborative networks of community service providers to share information and improve access to services such as childcare, healthcare, education, public safety, social services, culture, and heritage.
- .2 Maintain and enhance community safety by:
- i. Continuing to support the New Hazelton Volunteer Fire Department; and
 - ii. Communicating regularly with the local RCMP detachment on public safety matters within the District.
- .3 Ensure the community is prepared for natural disaster events by:
- i. Encouraging resident involvement in community-based safety and prevention programs related to fire, crime, traffic, emergency preparedness, and community design;
 - ii. Continue working in collaboration with local First Nations and surrounding local governments to encourage a coordinated approach in the delivery of emergency services;
 - iii. Considering undertaking an Emergency Preparedness and Response Plan, which includes the involvement of the Wrinch Memorial Hospital;
 - iv. Continuing to seek funding for, and support, FireSmart initiatives; and
 - v. Considering undertaking a Wildfire Resiliency Plan.

3.5 Housing

Housing is an integral part of a socially sustainable community and plays a large role in well-being of community members. Throughout the OCP engagement process, housing was consistently identified as a primary concern by community members, business owners, and service providers. Similarly, the 2024 Interim Housing Needs Report for New Hazelton highlighted comparable perspectives shared by residents, including:

- Housing affordability;
- Rental availability (market and non-market);
- Supportive housing for seniors or those with special needs;
- Family-sized housing options;
- Diversity in housing typology; and
- Emergency and shelter housing.

As noted in Section 1.4.2, recent Province of BC legislation requires that the District plan for 65 new housing units over the next 5-years and 202 new housing units over the next 20-years. Given the population decline experienced in the community over the last 30 years, the District disputes these housing projections. The District also feels that the standardized approach implemented by the province does not adequately address the unique local context faced by rural northern communities. While the District is in compliance with the legislation and has amended its OCP and Zoning Bylaws to accommodate the housing needs outlined in the 2024 Interim Housing Needs Report, the District is in disagreement with the legislative requirements and encourages the province to exempt small, rural communities such as the District of New Hazelton from future requirements related to Housing Needs Reporting.

The following objectives and policies seek to address housing challenges and respond to community needs by ensuring a sufficient supply of appropriately zoned land, improving regulations, and supporting necessary services through effective land use planning.

3.5.1 OBJECTIVES

- .1 Encourage a diversity of housing types and densities that meet the current and projected housing needs of the community;
- .2 Encourage the development of an affordable housing stock;
- .3 Promote and preserve the development of rental accommodations in appropriate areas;
- .4 Promote housing options for individuals with special needs, including senior's housing and independent living facilities; and
- .5 Continue to promote the development of emergency and shelter housing in the region.

3.5.2 POLICIES

- .1 Advocate senior levels of government for greater supports to address housing needs related to seniors housing, affordable housing and for individuals experiencing homelessness;
- .2 Undertake regular updates to the District's Housing Needs Reports in adherence to provincial legislation, while continuing to advocate to the Province of BC that small, rural communities, such as the District of New Hazelton, be exempt from such future requirements;
- .3 Encourage a mix of housing types by supporting increased densities through multi-family developments in appropriate locations;
- .4 Support age-friendly housing and services to attract retirees and allow residents to 'age in place';
- .5 Support mixed-use buildings with commercial use on the ground floor and residential use above the commercial use in the District's commercial zones;
- .6 Support the inclusion of a diverse range of dwelling unit sizes in multi-family and affordable housing developments, including family-oriented units, bachelor suites, and accessible units for people with disabilities;
- .7 Collaborate with the Province of BC and relevant First Nations to acquire Crown lands within the District to meet the projected housing needs of the community;
- .8 Explore options to incentivize the redevelopment of properties containing derelict or abandoned structures;
- .9 Encourage infill developments on properties serviced by the community water and sewer systems;
- .10 Continue to support accessory dwelling units, including garden suites and secondary suites, in compliance with provincial legislation;
- .11 Consider the development of an Accessory Dwelling Unit Guide; and
- .12 Support community groups and housing providers in the development of affordable housing and housing for those experiencing homelessness in New Hazelton.

3.6 Arts and Culture

Arts and culture are central to New Hazelton's identity, contributing to livability, diversity, education, entertainment, economic growth, and quality of life. Supporting heritage, arts, recreation, and community events fosters cohesion and involvement. The community aims to sustain its unique culture by respecting its history, embracing diversity, and promoting a vibrant arts scene.

3.6.1 OBJECTIVES

- .1 Encourage and support the arts and culture community, including the performing, visual, literary, historic and multimedia arts;
- .2 Encourage the continual development of a physical inventory of arts projects displayed in public spaces, both indoor and outdoor;
- .3 Continue to address the social and cultural needs of the community; and
- .4 Highlight and honour the rich and diverse histories, cultures and members of both the local Indigenous and non-Indigenous communities.

3.6.2 POLICIES

- .1 Encourage community programming for a variety of artistic disciplines;
- .2 Collaborate with other municipalities, school districts and other agencies to plan and coordinate arts initiatives;
- .3 Encourage the use of theatres, spaces and venues for public participation, education and enjoyment of culture through the planning and design of buildings, open spaces and public areas, including the street environment;
- .4 Support local artists;
- .5 Continue to encourage the incorporation of local Indigenous art in District facilities and public spaces;
- .6 Recognize and promote cultural excellence and diversity within the community, including the professional and amateur, the traditional and innovative, the aspiring and the established;
- .7 Encourage opportunities and resources for education, participation and enjoyment of arts, culture and heritage for all residents; and
- .8 Continue to promote the use of parks, civic buildings and public spaces for public art, performances, festivals and exhibitions.

3.7 Infrastructure and Utilities

This section establishes objectives and policies for water, sanitary, storm, solid waste, power and gas, and transportation infrastructure and utilities. A more comprehensive summary of existing infrastructure can be found in *Section 1.4.3*. The District's infrastructure and transportation networks are illustrated on Schedules C and D respectively.

The District has been proactive in the management of its infrastructure, undertaking regular updates to the community's Asset Management Planning program, which was originally developed in 2016. Asset Management has also been identified by New Hazelton Council as one of four strategic priorities in the District's 2022-2026 Strategic Priorities document.

In 2025, New Hazelton also completed a high-level Water System Assessment. This assessment did identify areas where minimum fire flow requirements were not being met, as well as potential vulnerabilities in instances where water supply is reliant on a single water main. Potential improvements to address the noted issues are also provided in the assessment.

The District's community water system services New Hazelton and the Hagwilget IR1 reserve lands. For this reason, it is important the District continues to work with Hagwilget to stay appraised of any future on-reserve growth and development.

Additional infrastructure improvements identified by the District include:

- A watermain looping project on Churchill Street and Young Street; and
- Desludging of the wastewater treatment lagoons.

It should also be noted that, as per recent legislative requirements, the Province of BC is requiring the District to plan for the addition of 202 dwelling units over a 20-year timeframe. In order to accommodate such growth, the District would likely need to pursue the development of lands outside the current community water and sanitary sewer service areas. A long-term infrastructure management plan is needed to help guide the District in planning for the future needs of the community.

3.7.1 OBJECTIVES

- .1 Ensure a reliable water supply, sanitary, solid waste, and storm water infrastructure that meets the present and future needs of the community;
- .2 Provide access to high quality infrastructure services to all community residents in a fiscally responsible manner;
- .3 Continue to ensure sustainable water management by developing and implementing strategies to manage and conserve water resources;
- .4 Support the reduction of waste entering the landfill;
- .5 Support the Ministry of Transportation and BC Transit's development of a safe and efficient road network; and

- .6 Continue to collaborate with RDKS, the Village of Hazelton, and neighbouring First Nations to ensure the provision of timely and sufficient transportation infrastructure and services, fostering connectivity and encouraging pedestrian movement as well as alternative modes of transportation.

3.7.2 POLICIES

- .1 Take steps to assess future water and sanitary sewer infrastructure needs, including expanding distribution networks to underdeveloped areas such as the bench west of downtown, industrial lands north of the railway, and District Lot 319;
- .2 Continue to undertake regular updates to the District's Asset Management Planning Program;
- .3 Take steps to ensure the location and construction of infrastructure and utilities are sensitive to environmental concerns;
- .4 Leverage existing and future funding agreements and programs in the management of the District's infrastructure services;
- .5 Consider reviewing and updating the District's infrastructure utility rates;
- .6 Consider the development of a district-wide stormwater management plan for future developments to help protect existing creeks and natural assets;
- .7 Consider undertaking a strategic management program aimed at reducing sewer and storm water infiltration;
- .8 Maintain and enhance the community's water infrastructure services by:
 - i. Taking steps to advance the Churchill Street and Young Street watermain looping project;
 - ii. Considering the findings and recommendations as outlined in the 2025 Water System Assessment;
 - iii. Considering looping all water lines where appropriate within the District;
 - iv. Engaging with Hagwilget to stay appraised of future on-reserve growth and development as it relates to community water system servicing;
 - v. Ensuring public notification and reporting of water quality problems; and
 - vi. Reviewing the enhancement of water treatment and storage capacity and fire flow capacity to accommodate projected population growth and ensure community safety and resilience.
- .9 Support water conservation in the District by:
 - i. Supporting public educational programs that encourage responsible water use and conservation technologies; and
 - ii. Encouraging the use of low flow water fixtures.
- .10 Maintain and enhance the community's sanitary sewer infrastructure servicing by:
 - i. Considering the modifications to the sewage treatment process as outlined in the 2020 effluent quality assessment. This includes identifying potential funding sources to facilitate lagoon remediation, with the aim of prolonging its operational lifespan and improving the overall effectiveness of the sewage treatment system;

- ii. Pursuing funding to undertake a desludging of the wastewater treatment lagoons; and
 - iii. Conducting a thorough review of the Bowser Street and Pugsley Avenue lift stations, along with the residual pipe capacities, to ensure they can handle increased flows from future development.
- .11 Promote the efficient management of the District's solid waste by:
- i. Continuing to partner with the RDKS to ensure effective solid waste management services for New Hazelton;
 - ii. Working with the RDKS to encourage more inclusive recycling options and green technologies; and
 - iii. Supporting the reduction of landfill waste through recycling and composting through community-led initiatives.
- .12 Maintain and enhance transportation networks in the District by:
- i. Considering undertaking an Active Transportation Plan;
 - ii. Promoting safe pedestrian and bicycle travel as alternatives to automobile travel; and
 - iii. Considering the exploration of traffic calming methods along Highway 16 to increase safety.



3.8 Environment

New Hazelton's natural environment is a central asset that underpins its economy, tourism, and industry. Residents most often cite the area's natural beauty—like the Bulkley River and Stegyoden Mountain—as what they value most about living here.

Protecting the natural environment within and surrounding the District is vital for maintaining water quality, ecosystem health, and community livability. The OCP recognizes that people are part of the ecosystem, and that both the economic and social wellbeing of the community are deeply interdependent with the natural environment. The District accepts its responsibility as a steward of the natural environment and will take steps to integrate sustainability into all planning and decision-making activities.

3.8.1 OBJECTIVES

- .1 Identify, protect, enhance and restore environmental resources for the long-term benefit of wildlife, natural ecosystems and the enjoyment of current and future residents and visitors;
- .2 Promote land use and development practices that respect the natural environment while allowing for responsible growth; and
- .3 Protect and enhance environmentally sensitive areas including natural watercourses, riparian areas and steep or unstable slopes.

3.8.2 POLICIES

- .1 Collaborate with surrounding government organizations and communities to support and advance alternative and renewable energy sources, such as solar, wind and geothermal energy projects;
- .2 Support leadership and education in promoting water conservation and sustainability;
- .3 Support sustainable development by:
 - i. Encouraging future developments in existing developed areas;
 - ii. Supporting the development of compact, walkable neighbourhoods; and
 - iii. Taking steps to ensure new development and redevelopment of property adheres to the 'Environmental Best Management Practices for Urban and Rural Land Development' (Ministry of Environment) and 'Develop with Care: Environmental Guidelines for Urban and Rural Land Development in British Columbia' guidelines where applicable.
- .4 Encourage the protection of wildfire and wildlife habitats by:
 - i. Encouraging the enhancement of wildlife and wilderness connectivity opportunities through natural corridors and surrounding watersheds;
 - ii. Striving towards achieving Bear Smart Designation through the District of New Hazelton support of a Bear Aware program, and increasing efforts to implement Bear Aware recommendations to reduce bear-human conflict;
 - iii. Encouraging efforts by communities, businesses and individuals to reduce bear-human conflicts;
 - iv. Working with senior levels of government to ensure the protection of important salmon habitats within the District; and
 - v. Taking steps to ensure the protection and enhancement of riparian areas.

3.9 Leisure, Recreation & Educational Facilities

Leisure and Recreation

Sports and recreation initiatives have been shown as a way of bringing the local and regional communities together, with examples including:

- Upper Skeena Recreation Centre – cited as an example of what can be accomplished when local communities work together towards a common goal;
- Upper Skeena Recreation Centre slo-pitch league – the District of New Hazelton makes its ball field available to the local slo-pitch league, which includes 8 teams from throughout the Hazeltons; and
- Allen Park – local seniors gather weekly in the park to utilize the outdoor fitness equipment.

It is important to ensure recreational opportunities are available for residents of all ages and abilities. An overview of the existing recreational facilities and resources is provided below.

Outdoor Recreation

The general region of the Hazeltons (The District of New Hazelton, the Village of Hazelton, Electoral Area B, Kispiox, Hagwilget, Gitanmaax, and Sik-E-Dakh) is known for its winter and summer outdoor recreation opportunities including fishing, biking, hiking, boating, skiing, snowmobiling, and more.

Allen Park

Allen Park is located along Highway 16 and includes a playground, gazebo covered cooking area and picnicking area, paved walking path and outdoor exercise equipment for public use.

Ball Field

The District maintains a ball field on May Street. Some residents did indicate a desire for improvements to the field including covered bleachers, improved parking areas, and levelling of the outfield.

Skate Park

A skate park is located among commercial businesses along Highway 16.

Tennis and Pickleball

Tennis and pickleball courts are located at the corner of McLeod Street and 12th Avenue.

Trail Network

The District offers several hiking trails within its boundary including the Breakover Trail, the Lookout/Waterfall Trail, the Station Creek/Hagwilget Peak Trail, and the Eagle Down Trail which connects to many Hazelton Trail Society trails.

Upper Skeena Recreation Centre

While located outside of the District's boundary, the Upper Skeena Recreation Centre serves the residents of New Hazelton. The Centre is operated under the Canadian Recreation Excellence Corporation on behalf of the Regional District of Kitimat-Stikine. The Centre has an ice-skating arena with spectating area, gymnasium with basketball, volleyball, and other courts, weight and cardio room, a dance program, and board room.

During engagement, several ideas were brought forward by residents for potential new recreational amenities or improvements to existing facilities, including a swimming pool, expanded skate park, a bike pump track, new hiking trails and the addition of a water park and/or concrete ping-pong tables at Allen Park. It should be noted however that the undertaking of any future recreational improvements would have to be considered through the lens of the staffing and funding constraints of the District.

Educational Facilities

New Hazelton is located in School District #82 which services elementary and high schools from Terrace to New Hazelton. Typically, youth in New Hazelton would be enrolled at New Hazelton Elementary School or Hazelton Secondary School. Cross boundary (of typical school catchment) students who live in New Hazelton may also attend Majagaleehl Gali Aks (John Field) Elementary School in the Village of Hazelton.

New Hazelton Elementary is the only school within the New Hazelton municipal boundary. The school services Kindergarten through Grade 7, and 2024/2025 enrollment includes 90 total students. Enrollment for the school has generally been trending downward since 2010/2011, when 207 students were enrolled. New Hazelton Elementary is the only standard elementary school in the region, and it does host youth from the surrounding areas. No additional future school sites have been identified for New Hazelton.

Hazelton Secondary School is outside of the District of New Hazelton's boundary in the Village of Hazelton, but services the Grade 8 to 12 population of the District and greater area. Being the only high school in the area, it also services the Village of Hazelton and surrounding communities including Gitanyow, Hagwilget, Gitanmaax, Gitsegukla, Gitwangak, Sik-E-Dakh, Anspayaxw, and Tse-Kya. The school has an enrollment of about 375 students.

Coast Mountain College is the only post-secondary institution in the area, serving twelve communities in the region including the District of New Hazelton. The campus offers university courses, social and health sciences, trades, continuing education, workforce training certifications, and an Elders' College to support local seniors with mobility, health, and fraud awareness.

3.9.1 OBJECTIVES

- .1 Ensure a variety of recreational opportunities are available for residents of all ages, backgrounds and abilities;
- .2 Protect strategic parks, open space and other natural areas;
- .3 Foster a healthy, active and involved community environment, which sustains community well-being through leisure and recreation services and facilities;
- .4 Maintain and enhance the community's parks and trails system to meet the needs of current and future residents and visitors; and
- .5 Work in collaboration with School District #82 to ensure the current and future educational needs of the community are met.

3.9.2 POLICIES

- .1 Maintain and enhance recreational facilities, programming and amenities by:
 - i. Working in collaboration with local First Nations and surrounding local governments in the delivery of regional recreational facilities, programming and amenities;
 - ii. Supporting the provision of regional recreational activities for all ages, backgrounds and abilities;
 - iii. Taking steps to improve and expand District-owned park facilities, including playground equipment to CSA standards and continue to maintain the cleanliness of parks;
 - iv. Encouraging and exploring safe youth activities and facilities both locally and regionally such as soccer, softball, baseball, basketball, skateboarding, etc.;
 - v. Continuing participation in, and support of, the Upper Skeena Recreation Centre Advisory Committee;
 - vi. Continuing to support the Upper Skeena Recreation Centre slo-pitch league by providing access to the New Hazelton ball field; and
 - vii. Promoting and supporting accessibility and accessible amenities in recreational facilities and amenities.
- .2 Maintain and enhance local parks and trails by:
 - i. Exploring opportunities to partner with community stakeholders and other government agencies to facilitate parks and trails improvements in New Hazelton;
 - ii. Considering the undertaking of a Parks and Recreation Plan;
 - iii. Considering the undertaking of a Trail Network Plan and/or Active Transportation Plan;
 - iv. Ensuring new developments consider the need for parks and greenspace;
 - v. Exploring opportunities to undertake upgrades to the ball field, including covered bleachers, improved parking areas and a levelling of the outfield;

- vi. Promoting and encouraging neighbourhood open spaces that are conducive to impromptu sports activities and play, specifically encouraging larger neighbourhood parks rather than pockets of smaller parks; and
 - vii. Supporting the establishment of future community facilities on lands adjacent to the downtown.
- .3 Work in collaboration with School District #82 on matters related to future student enrollment and land needs, as well as the provision of recreational facilities and programming.



3.10 Sense of Community

Through engagement activities, residents highlighted the strong, tight-knit nature of New Hazelton. Many residents spoke of the supportive and friendly people, as well as the opportunity to form meaningful connections through local events and services, creating a welcoming and inclusive environment. There is a desire among residents to continue to foster this strong sense of community. Key considerations in the endeavor include:

Collaboration

Collaborating with surrounding communities was a recurring theme in the community and stakeholder engagement undertaken as part of the development of this OCP. All surrounding communities face similar capacity and funding constraints. Housing, recreational facilities, social support, emergency services, environmental protection, and food security are among the areas where residents see the potential for significant improvements through pooled resources.

New Hazelton remains committed to pursuing opportunities for collaboration with neighbouring communities and governments to achieve common objectives. The District actively engages in ongoing partnerships with neighbouring communities, which have facilitated local initiatives and enhanced regional connectivity. Moving forward, the District will look for opportunities to inform residents about these cooperative efforts through public awareness campaigns and project reports that highlight the outcomes of collaborative work.

Reconciliation

The District of New Hazelton recognizes the significance of reconciliation as a fundamental aspect of community development. Reconciliation involves acknowledging the historical and ongoing impacts of colonization on Indigenous peoples and working collaboratively to build respectful, inclusive relationships. By prioritizing reconciliation, New Hazelton aims to foster a community characterized by mutual respect and shared prosperity. This includes engaging with Indigenous communities, preserving cultural heritage, and ensuring that development initiatives benefit all residents, thereby promoting social cohesion and sustainable growth, advancing truth and reconciliation efforts.

Community Groups and Non-Profit Organizations

Local community and non-profit groups provide and maintain a variety of services and facilities which help to meet the social, recreational and cultural needs of the community. The District wishes to recognize the important role these groups play in the community and support them in their endeavors.

Volunteerism

Volunteerism plays a vital role in the social fabric of New Hazelton. This strong spirit of volunteerism not only strengthens community resilience and civic pride but also fills critical service gaps in a small, rural setting. Recognizing and supporting volunteer efforts is essential to maintaining the vibrancy, connectedness, and well-being of the community. As many volunteers are aging, encouraging young



volunteers is vital to ensuring New Hazelton's tradition of community involvement continues for future generations.

Community Events

Community events in New Hazelton are an important expression of local identity, culture, and connection. Community events bring residents and neighbouring communities together, strengthening social bonds and fostering a strong sense of belonging. These events often rely on the dedication of volunteers and local organizations, and play a key role in community well-being, economic activity, and intergenerational connection. Supporting and expanding these events contributes to a vibrant, inclusive, and welcoming community.

Community Communications

Effective communication is essential to building trust, transparency, and engagement between the District of New Hazelton and its residents. Timely, accessible, and inclusive communication ensures that community members are informed about local initiatives, services, events, and decision-making processes. By using a range of communication methods including website, social media, newsletters, and community meetings, the District can better reach its diversity of residents. Strengthening communication also encourages greater civic participation, supports emergency preparedness, and fosters a more connected and resilient community.

3.10.1 OBJECTIVES

- .1 Collaborate with neighbouring First Nations, the Village of Hazelton and RDKS on shared priorities and regional initiatives;
- .2 Encourage continued partnerships with local First Nations communities to support and advance meaningful reconciliation efforts;
- .3 Support a strong, resilient network of local non-profits and volunteer organizations that contribute to community well-being;
- .4 Foster a culture of volunteerism by recognizing, promoting, and facilitating opportunities for community members to contribute;
- .5 Support community events that reflect local heritage, celebrate cultural diversity, and strengthen the community's well-being; and
- .6 Promote open, transparent, and accessible communication between the District and its residents.

3.10.2 POLICIES

- .1 Work in collaboration with neighbouring communities and the RDKS to identify shared priorities and coordinate resources and efforts;
- .2 Advance reconciliation efforts by:
 - i. Exploring strategies and opportunities to work collaboratively with neighbouring First Nations and to celebrate and honor Indigenous heritage and culture throughout the community; and
 - ii. Engaging with local First Nations and Indigenous peoples to better understand how New Hazelton can support and advance reconciliation in meaningful and respectful ways.
- .3 Foster a strong sense of community by:
 - i. Supporting local non-profits, cultural organizations, and volunteer organizations in the delivery of social, recreational, cultural and education programs;
 - ii. Recognizing and celebrating the contributions of volunteers through public acknowledgement and community recognition initiatives;
 - iii. Working in collaboration with community groups in the development of community events to promote community connections and attract tourists;
 - iv. Supporting initiatives that connect residents, organizations, and local leaders; and
 - v. Maintaining and improving communications with residents through a variety of means including the District's website, social media, newsletters, and community meetings, to ensure timely and equitable access to information.
- .4 Continue to maintain the Visitor Centre to provide tourists and potential residents with current information regarding local businesses, services and amenities.

4.0 LAND USE DESIGNATIONS

This section outlines objectives and policies related to specific land uses within the District. These land uses are illustrated in Schedule B and include General Residential, Rural Residential, Commercial, Community Services, Industrial and Rural Resource uses.

4.1 General Policies

The following policies apply to all land use designations within the District of New Hazelton.

4.1.1 POLICIES

- .1 Consider utilizing Smart Growth planning principles to promote developments that integrate transportation and land use decisions, including the exploration and adoption of alternative road standards, bicycle lanes, pedestrian movement and mixed uses;
- .2 Encourage Crime Prevention Through Environmental Design (CPTED) in all developments;
- .3 Reference the strategic priorities and associated goals and objectives, as outlined in the 2022-2026 Strategic Priorities document, in future decision-making in the District;
- .4 Advocate to senior levels of government on priorities, concerns and issues outside the direct purview of the District;
- .5 Encourage development applications to consider risks associated with natural hazards, including wildfire, flooding, steep slopes, rock fall, and unstable soils, including requiring reports from qualified professionals to assist the District in deciding what conditions or requirements it will impose;
- .6 Encourage the protection of environmentally sensitive areas;
- .7 Encourage the protection of archaeological sites under the provincial *Heritage Conservation Act*.
- .8 Utilize the BC Provincial government's Remote Access Archaeological Database to learn about known archaeological sites and areas likely to contain as-yet unrecorded archaeological sites to support informed decision-making and ensure the suitability of development activities across the District;
- .9 Consider the 'Guidelines for New Development in Proximity to Railway Operations' in the District's development approvals processes;
- .10 Ensure the District's development approvals processes are efficient, consistently applied and align with the direction outlined in this OCP; and
- .11 Encourage future growth and development that is efficient from a planning, cost, sustainability and infrastructure servicing perspective.

4.2 General Residential

As per the recent interim Housing Needs Report, the housing composition within the District as of 2021 included 77% single-detached dwellings, 4% mobile (manufactured) homes, 7.5% semi-detached homes, 7.5% row homes, and 4% apartments with less than 5-storeys. Recent housing construction has been limited, with 6 new single-family dwellings, 4 modular homes, and 1 mobile home being constructed between 2013 and 2024. In 2021, 7 short-term housing units for women fleeing domestic violence were also constructed.

As per recent legislative requirements, and in alignment with the 2024 interim Housing Needs Report, the District must ensure the OCP and Zoning Bylaws can accommodate 65 dwelling units over a 5-year timeframe and 202 units over a 20-year timeframe. A spatial analysis of residential vacant lands was undertaken to assess how well positioned the District is to accommodate these needs. While this analysis did confirm there are sufficient vacant lands zoned for residential uses to accommodate the 20-Year housing needs as outlined in the District's 2024 interim Housing Needs Report, it should be noted that the analysis did not take site specific development constraints, such as steep slopes, soils conditions and drainage issues, into consideration. There is also a need to further assess the District's water and sewer infrastructure to identify any improvements required to accommodate the identified housing needs and associated population growth.

Given the availability of land in the community core, along with the infrastructure constraints in developing lands outside this area, the District will encourage infill development within the existing infrastructure servicing area as the priority for meeting the identified housing needs. The District does own District Lot 319, located in the northern portion of the community. This 63 hectare lot is zoned for residential use and has been identified for long-term community growth. However, the parcel is located well outside the District's existing infrastructure servicing area and would require significant infrastructure improvements to service development here.

It should also be noted that the majority of the lands surrounding the community's existing infrastructure servicing area is currently under Provincial Crown ownership. While there are private and municipal owned lands beyond these crown lands, it is not efficient from a planning, cost, sustainability or infrastructure servicing perspective to 'leapfrog' readily developable lands to develop lands beyond. The District will seek to work with the Province of BC and relevant First Nations regarding the acquisition of crown lands within the District to help ensure an efficient and phased approach to future developments

4.2.1 OBJECTIVES

- .1 Encourage a range of high-quality housing types, tenures and densities, which can meet the diverse needs of, and attract, individuals and families of varying income levels and demographics;
- .2 Ensure sufficient land is available to meet the existing and projected housing needs of the District; and
- .3 Support home based business ventures.

4.2.2 POLICIES

- .1 Direct residential uses to the areas designated as Residential on Schedule B;
- .2 Encourage infill development within the District's existing infrastructure service area;
- .3 Permit the development of single-family, duplex, multi-unit and affordable housing developments within the Residential land use;
- .4 Encourage affordable, rental and special needs housing, including seniors housing, with a preference for locations in close proximity to existing amenities and services;
- .5 Continue to permit garden suites and secondary suites in compliance with provincial legislation;
- .6 Encourage new residential development to take advantage of natural amenities including tree stands, view potential, natural features and view corridors;
- .7 Restrict mobile homes to mobile home zoned areas;
- .8 Work with local First Nations and the Province of BC to acquire Provincial Crown lands to meet the District's identified housing needs, as well as ensure future growth is efficient from a planning, cost, sustainability and infrastructure servicing perspective;
- .9 Consider undertaking a development and infrastructure servicing plan for D.L. 319;
- .10 Continue to permit home-based businesses to operate from residential homes; and
- .11 Consider reviewing District bylaws and policies to ensure there are no undue burdens or strains on home based businesses.

4.3 Rural Residential

The Rural Residential land use generally includes larger, rural lots that embraced the rural lifestyle and culture of the area. All of these parcels are farmlands and are within the Agricultural Land Reserve. This designation is meant to preserve the rural and agricultural character of lands outside of the community core by limiting subdivision and development of properties in such areas.

Rural residential lands are found in the western portions of the District of New Hazelton and are typically serviced by an on-site water supply through wells and individual septic systems.

It is noted that, while the overall intent of this land use is to encourage larger lot developments that align with the mandate of the Agricultural Land Commission, the District does recognize that there are existing small lots within this land use designation that do not meet the minimum lot size (1 Ha) requirements of the *Agricultural Land Commission Act and ALR Regulations*. This results in situations where individual parcel owners do not have the ability to effectively develop their lands. The District recognizes the hardship this places on landowners and is willing to explore options to permit development on these lands.

4.3.1 OBJECTIVES

- .1 Maintain the existence of larger lot sizes and rural living opportunities in New Hazelton;
- .2 Encourage sustainable rural development without rural sprawl;
- .3 Ensure development in Rural Residential areas consider impacts on the natural environment as well as environmentally sensitive areas;
- .4 Preserve the character of existing rural residential areas; and
- .5 Support and encourage home based businesses on parcels within the Rural Residential designation.

4.3.2 POLICIES

- .1 Direct rural residential uses to the areas designated as Rural Residential on Schedule B;
- .2 Encourage uses and development in compliance with the *ALC Act and ALR Regulations* for portions of the land use designation within the ALR;
- .3 Encourage newly created lots within this designation to have a minimum parcel size of 4,000 square meters (one acre); and
- .4 Support agricultural uses in Rural Residential areas;
- .5 Encourage buffers between agricultural and residential uses as per the Ministry of Agriculture and Food's 'Guide to Edge Planning';
- .6 Encourage the protection of riparian areas and natural corridors;

- .7 Explore options for the development of existing small lots within this land use designation that do not meet the minimum lot size requirements as required by the District's Zoning Bylaw and the *ALC Act and ALR Regulations*; and
- .8 Permit home based businesses and cottage industries to operate from rural residential homes.

4.4 Commercial

The District of New Hazelton's commercial lands are oriented along the Highway 16 corridor and 11th Avenue, with the majority of existing businesses located within a downtown core concentrated between Laurier Street and Pugsley Street. Highway commercial uses extend on both sides of the highway corridor through the centre of the community.

Most vacant lands designated for commercial uses are located in the eastern portions of the District, as well as along Highway 16 between College Street and Brewster Street. Both of these areas however are not currently serviced with community water and sewer infrastructure and significant infrastructure improvements may be required to support commercial developments in these areas.

There is also a vacant parcel of land designated for commercial uses along Highway 62, between 8th Avenue and 9th Avenue. While some recent activity has taken place on these lands, including the demolition of previous existing buildings and a rezoning from R-2 to C1, no other development applications have been received by the District at this time.

In total, there are approximately 8 hectares of developed commercial lands within the District of New Hazelton. In addition, there are approximately 40 parcels, (about 12 hectares) of vacant commercial land, providing ample room for commercial infill over the next 10 years. However less than 10 of these vacant lots have Highway 16 frontage and all are under 0.60 of a hectare in size, making them unsuitable for any large-scale highway commercial development unless adjacent lots are amalgamated.

The downtown core contains a variety of retail shops, restaurants and financial institutions, as well as smaller lot residential developments. During the OCP community engagements, residents voiced their strong desire for more commercial options within New Hazelton. Many highlighted the need for greater variety in retail and service offerings to better meet the needs of the community.

4.4.1 OBJECTIVES

- .1 Support new and existing businesses and enterprises in New Hazelton;
- .2 Ensure adequate lands designated for commercial uses to accommodate a variety of commercial uses; and
- .3 Promote a strong civic presence and a high level of public amenity.

4.4.2 POLICIES

- .1 Direct commercial uses to the areas designated as Commercial on Schedule B;
- .2 Consider evaluating zoning, taxation and restrictions placed on businesses and work to accommodate business and commercial interests when practical;
- .3 Consider working with the Ministry of Transportation and Transit to evaluate the impacts of Highway 16 on local business;
- .4 Support the infill of existing vacant business properties before designating new commercially zoned areas;
- .5 Encourage the use of vacant storefronts within the downtown core;
- .6 Consider options for improving pedestrian movement within, and through, the District's downtown core;
- .7 Support mixed commercial and residential uses in lands designated for commercial;
- .8 Promote active storefronts at the ground level and restrict the proportion of non-retail uses on the ground floor;
- .9 Support advertising and marketing of the District's available commercial lands;
- .10 Review opportunities to leverage the District's position as a regional hub;
- .11 Consider policies and initiatives to encourage businesses to relocate to New Hazelton;
- .12 Consider a revitalization of the downtown core;
- .13 Encourage public art in the downtown core; and
- .14 Continue to encourage and support businesses to maintain appearances of store fronts and landscaping through the Façade Improvement Program.

4.5 Community Use

Community services include parks and recreational facilities; District administrative offices; places of worship; cemeteries; health care facilities; emergency services; educational facilities; public works and infrastructure; and other community facilities. Such uses are located throughout the District, with notable facilities and amenities including:

- New Hazelton Elementary School;
- District of New Hazelton Administrative office;
- Erwin Stege Community Centre;
- Misty Rivers Art Gallery;
- New Hazelton Fire Hall;
- Local RCMP Detachment;
- Various churches;
- Tennis courts;
- Allen Park;
- Ball field; and
- New Hazelton Municipal Cemetery.

The District also has large tracts of land designated for existing nature parks and potential future parks and recreation areas, including the lands encompassing the Waterfall and Lookout Trailhead, lands along the Bulkley River, and the area encompassing the Breakover Trailhead parking area.

It should be noted that additional direction regarding leisure, recreational and education facilities is outlined in Section 3.9.

4.5.1 OBJECTIVES

- .1 Encourage adequate civic and institutional facilities and amenities to meet the needs of the community;
- .2 Maintain and enhance existing municipal-owned facilities; and
- .3 Ensure community services are considered in future developments.

4.5.2 POLICIES

- .1 Direct community services to the areas designated Community Services on Schedule B;
- .2 Explore options for the future development of the remainder of the District-owned parcel in which the District's administrative office and Erwin Stege Community Centre are located;
- .3 Permit infrastructure servicing improvements and facilities in all areas of the District;
- .4 Maintain and enhance District parks and recreational facilities;
- .5 Require parkland dedication at the time of subdivision as per the Local Government Act. Council may require payment in lieu of parkland dedication at the time of subdivision;

- .6 Continue to maintain the New Hazelton Municipal Cemetery;
- .7 Continue to maintain parking and access to the District's trail network; and
- .8 Work in collaboration with School District #82 on matters related to future student enrollment and land needs, as well as the provision of recreational facilities and programming.

4.6 Industrial

Industrial lands in the District run predominantly along the CN Rail right of way corridor. New Hazelton also encompasses the former Carnaby Sawmill site within its boundaries, serving as a satellite piece of industrial lands. Although the sawmill is currently out of operation, it represents potential for future industrial use and development within the area.

In total, there are approximately 211.5 hectares of lands designated for industrial uses within the District, with the Carnaby sawmill site representing approximately 134.8 hectares. Within the community core, there are approximately 78 hectares of land designated for industrial, with the vast majority being vacant. It should be noted however that a significant portion of these lands are within swampy lowlands on the north side of the CN railway tracks and may face constraints to future development.

New Hazelton currently has two Licences of Occupation for sand and gravel purposes. The Ministry of Transportation and Transit also holds two reserves for such purposes. These sand and gravel tenures are situated in the north east corner of the District and are currently accessed via the Ross Lake Road. Together, these four tenures encompass an area of 166.8 hectares.

4.6.1 OBJECTIVES

- .1 Support a variety of light, general and heavy industrial uses in existing industrial areas;
- .2 Encourage the development of industrial sites throughout the plan area where it can be clearly demonstrated that operational impacts (e.g. noise, smell, traffic) can be adequately mitigated to the benefit of neighbouring non-industrial properties;
- .3 Support a diversified local economic base;
- .4 Minimize detrimental effects of industrial development on the natural environment and surrounding areas; and
- .5 Support and encourage diverse sustainable industrial activities.

4.6.2 POLICIES

- .1 Direct industrial uses to the areas designated as Industrial on Schedule B;
- .2 Consider evaluating zoning, taxation and restrictions placed on industry and work to accommodate industrial development opportunities when practical;
- .3 Market the District as “Open For Business” and highlight opportunities for industrial development;
- .4 Support future industrial development of the Carnaby Sawmill site;
- .5 Encourage and promote:
 - i. The development of high paying and labour intensive industries;
 - ii. Environmentally friendly industries; and
 - iii. The development of an eco-industrial park and/or business park.
- .6 Encourage high quality site design, including extensive landscaping and visual buffers from industrial uses, in particular where industrial uses abut residential uses;
- .7 Work in collaboration with CN Railway regarding future industrial developments along the railway corridor;
- .8 Encourage and support industrial developments that strive to balance the environmental, economical and social values of the District;
- .9 Continue to maintain the District’s Licences of Occupation for sand and gravel purposes to ensure the long-term needs of the District can be met; and
- .10 Work in collaboration with the Ministry of Transportation and Transit in the management of sand and gravel resources within the District.

4.7 Rural Resource

Rural Resource uses primarily encompass the undeveloped forested lands located along the periphery of the District boundary. These lands have the potential for various resource extraction activities such as forestry, energy development and potentially mining. These lands are also utilized by community members for various forms of outdoor recreational activities, including biking, snowmobiling, hiking and off-road vehicle use. In managing these lands, the District will strive to balance economic development opportunities with the environmental and recreational values these lands provide.

It is noted that a portion of the lands designated as Rural Resource overlap with the Agricultural Land Reserve (ALR). As noted in Section 3.3, the District is committed to supporting the ALR and mandate of the Agricultural Land Commission. This commitment ensures that agricultural lands are preserved for future generations and contribute to the sustainability and food security of the community.

4.7.1 OBJECTIVES

- .1 Minimize the conflicts between extraction activities and adjacent land uses;
- .2 Preserve and utilize viable agricultural lands to foster self-sufficiency, promote food security and improve economic diversity;
- .3 Support resource extraction activities and other economic development initiatives in rural areas of the District;
- .4 Support various forms of outdoor recreation activities in rural areas; and
- .5 Strive to balance the economic, environmental, cultural and social values of residents in future development and use of the District's rural areas.

4.7.2 POLICIES

- .1 Direct rural uses to areas designated as Rural Resource on Schedule B;
- .2 Encourage the implementation of the "Agriculture and Food Security" policies as outlined in Section 3.3 on Agriculture designated properties;
- .3 Encourage year-round outdoor recreational uses on lands designated as Rural Resource;
- .4 Work with provincial agencies and private companies in the planning and management of resource extraction activities on lands designated Rural Resource and ensure such activities exercise sound environmental stewardship;
- .5 Encourage agricultural uses and resource extraction activities to be buffered from adjacent properties which do not share the same land uses;
- .6 Take steps to ensure key community hiking, biking and off-road vehicle trails are considered in future development and land use activities;
- .7 Support the protection of local watersheds;
- .8 Encourage minimal stream crossings;
- .9 Recognize the aesthetic, environmental and social values that forests provide and ensure adequate forest lands within the District are maintained;
- .10 Encourage a connected network of greenways and open space within the District through the establishment of community parks and trail systems;
- .11 Encourage aggregate extraction activities to consider, and mitigate against, potential impacts to adjacent lands; and
- .12 Support low-density residential uses on private lands designated Rural Resource.

5.0 IMPLEMENTATION

An OCP is a statement of objectives and policies to guide decisions on planning and land-use management. The OCP provides a long-term vision for the community, as well as guidance on how to achieve this vision. An OCP is a living document and should be reviewed periodically to ensure alignment with new trends within society and changing circumstances within the plan area boundaries. Recent changes to the *Local Government Act* do require an OCP be reviewed every 5 years when an updated housing needs report is received

In order to fulfill the vision expressed in this OCP, the policies contained in the previous sections must be implemented. The process of implementation includes many different elements, which reflect legislative authority, municipal procedures and Council policies. The following is a brief summary of common strategies and tools available to the District for OCP implementation.

Map Schedules

This OCP is comprised of the following map schedules to help guide future growth and development within the District and implement the vision outlined in this plan:

- Schedule “B” Land Use illustrates the community’s vision for the location of future land uses within the District;
- Schedule “C” Infrastructure provides an overview of the District’s existing water, storm and Sanitary infrastructure servicing, as well as identifies areas of future improvements and expansion;
- Schedule “D” Environmentally Sensitive Areas illustrates mapped wetlands, steep slopes (greater than 20%), and riparian areas within the District;
- Schedule “E” Major Road Network and Trail Network outlines the existing road and travel network with the District, as well as identifies potential future roads; and
- Schedule “F” provides an overview of the Sand and Gravel Deposits within the District, including both the District’s Sand and Gravel Tenures and the Ministry of Transportation and Transit’s mapped sand and gravel reserves.

Zoning Bylaw

The Zoning Bylaw is the primary tool that a municipality can use to implement the policies and plans in an OCP. Amendments to the District’s Zoning Bylaw may be necessary to ensure that it remains consistent with the policy direction set in the OCP. Uses that are not explicitly permitted in the District’s Zoning Bylaw may be permitted on a temporary basis through issuing of a Temporary Use Permit, as per the *Local Government Act*.

Development Permit Areas

Section 488 (1) of the *Local Government Act* states that an OCP may designate Development Permit Areas for the following purposes:

- a) Protection of the natural environment, its ecosystems and biological diversity;
- b) Protection of development from hazardous conditions;
- c) Protection of farming;
- d) Revitalization of an area in which a commercial use is permitted;
- e) Establishment of objectives for the form and character of intensive residential development;
- f) Establishment of objectives for the form and character of commercial, industrial or multi-family residential development;
- g) In relation to an area in a resort region, establishment of objectives for the form and character of development in the resort region;
- h) Establishment of objectives to promote energy conservation;
- i) Establishment of objectives to promote water conservation;
- j) Establishment of objectives to promote the reduction of greenhouse gas emissions; and
- k) Mitigation of the effects of displacement on tenants who will be or have been displaced from their rental units in relation to a redevelopment or proposed redevelopment, as those terms are defined under section 63.1 of the *Community Charter*.

While this OCP does not designate any such Development Permit Areas, consideration should be given to designating such areas in the future to address specific hazards, offer environmental protection or to implement form and character guidelines for areas such as the downtown core.

Development Approval Information

Sections 484 – 487 of the *Local Government Act* allows a local government to specify and establish development approval information requests through an OCP. However, if an OCP includes such a provision, the local government must, by bylaw, establish procedures and policies on the process for requiring development approval information and the substance of the information required.

The District has not implemented any bylaws related to development approval considerations, nor is there an intention to do so at this time. However, the possibility of introducing such bylaws may be considered in the future.

Council Policies

District Council may, by resolution, adopt policies in various subject areas affecting the implementation of the Official Community Plan.

All municipal plans, strategies, policies, bylaws and reports to Council prepared after the adoption of the OCP must include a “Context Statement” that:

- reference the objectives and policies of the OCP, and
- describes how the document contributes to the achievement of the OCP.

All municipal plans, strategies, policies, bylaws and staff recommendations to Council must be consistent with the Official Community Plan.

Fiscal Program

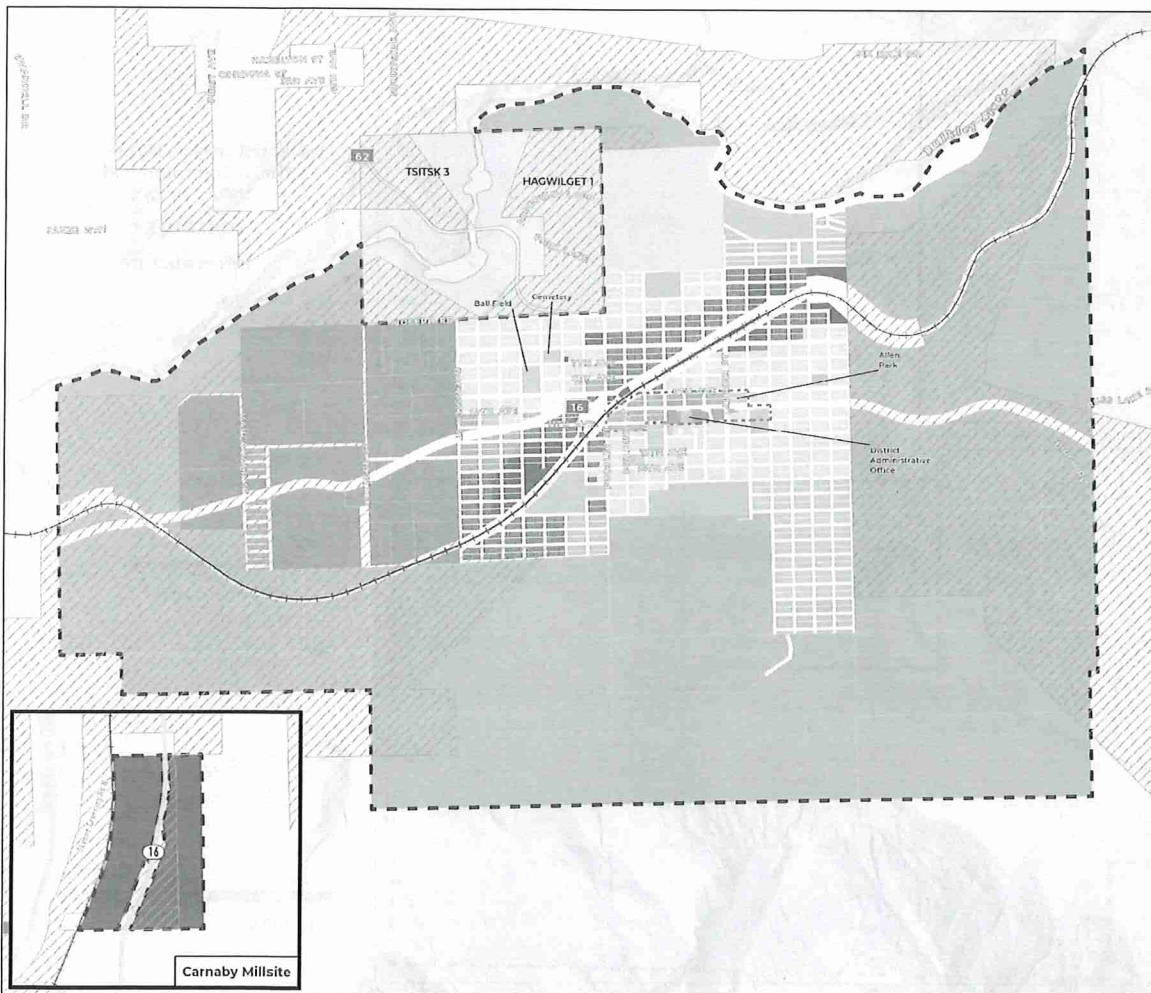
Implementation of many policies contained in this OCP depends on the expenditure of District funds. The Five-Year Financial Plan and annual reporting must reflect the policies of the OCP with regard to the physical infrastructure and action items.

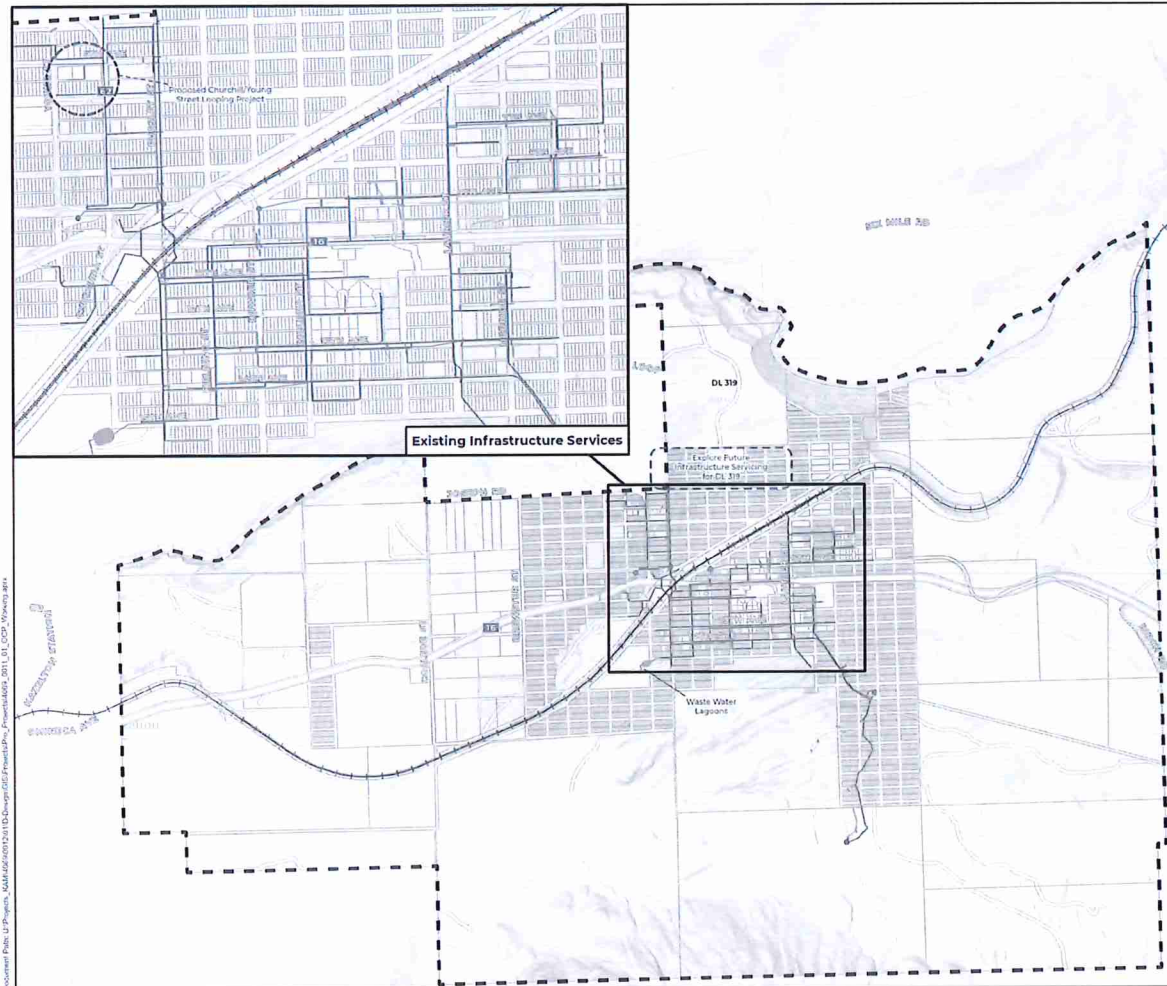
Organizational Capacity

The effective implementation of this OCP will require the District to have stable staffing, governance and decision-making processes in place. New Hazelton recognizes this and has included organizational capacity as a strategic priority in the Council-driven 2022-2026 Strategic Priorities document. Specific objectives identified by the District in this regard include staff recruitment, staff training, staff retention and succession planning.

Community Involvement

Building public awareness and understanding of the objectives of the OCP and its policies are integral to achieving effective implementation. Community involvement in New Hazelton is essential to maximize community benefits and minimize negative impacts. The District will continue to work towards improving its communications and engagement practices in the implementation of this OCP.

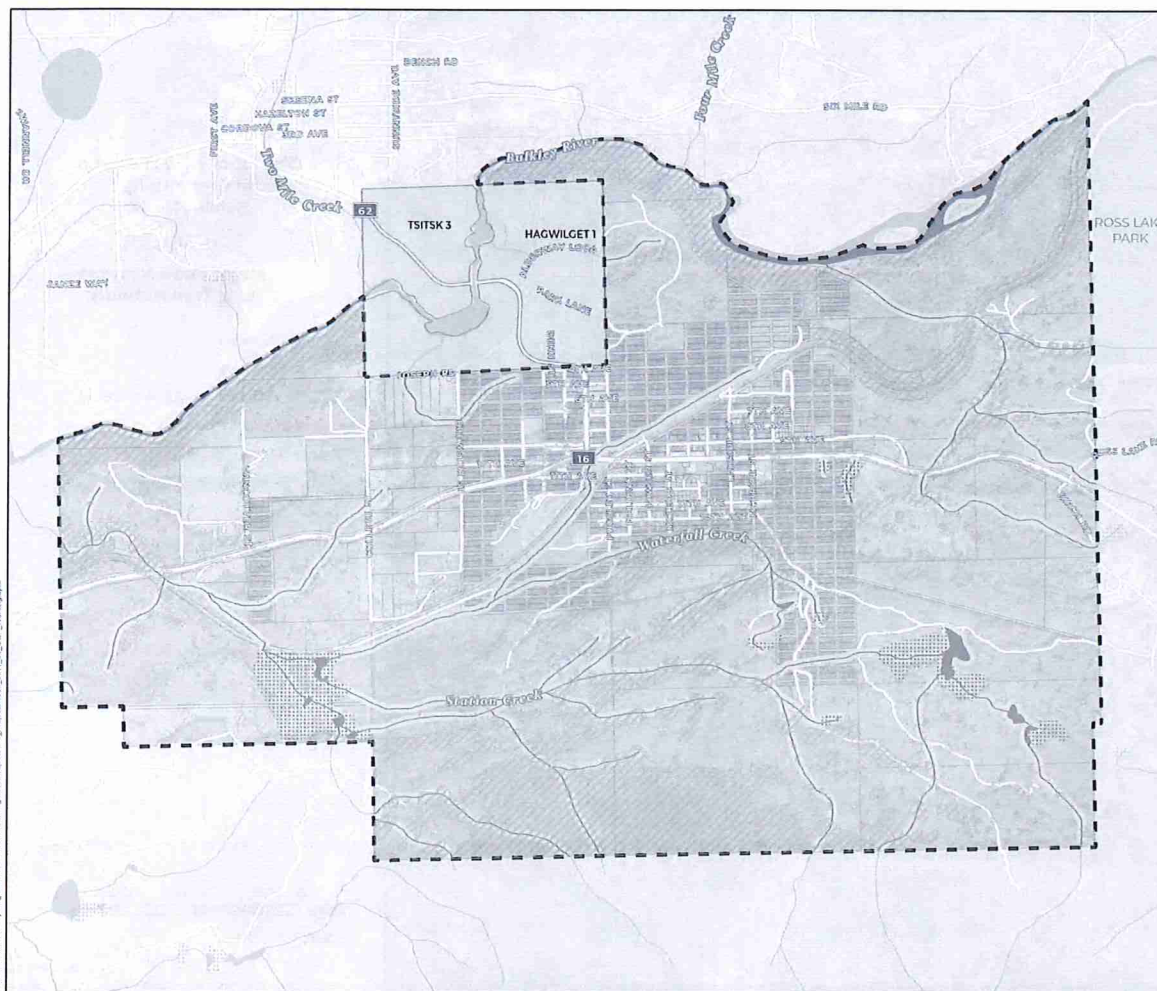










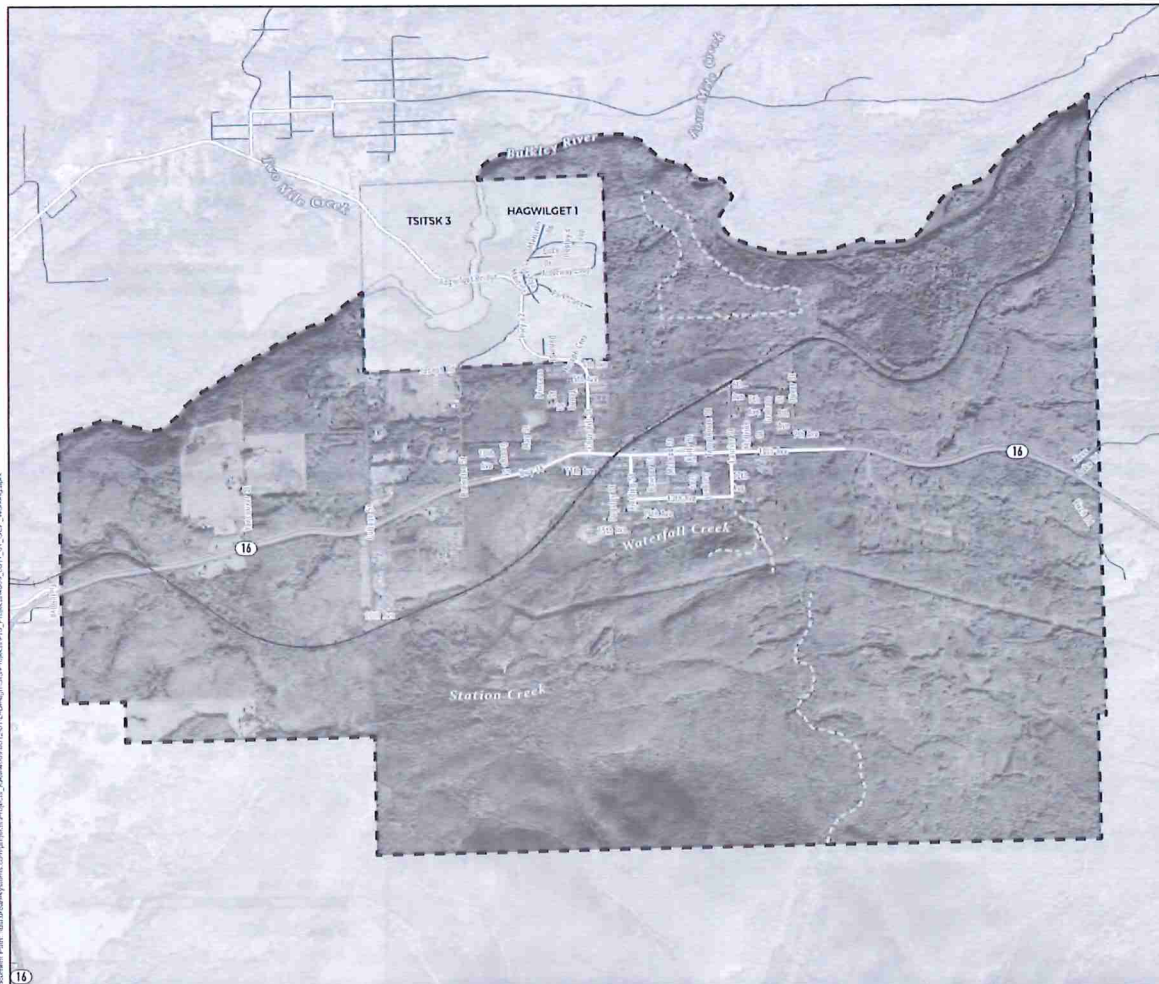
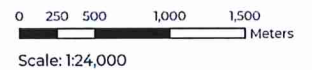
**District of New Hazelton
Official Community Plan
Bylaw No. XX
SCHEDULE C
Infrastructure**

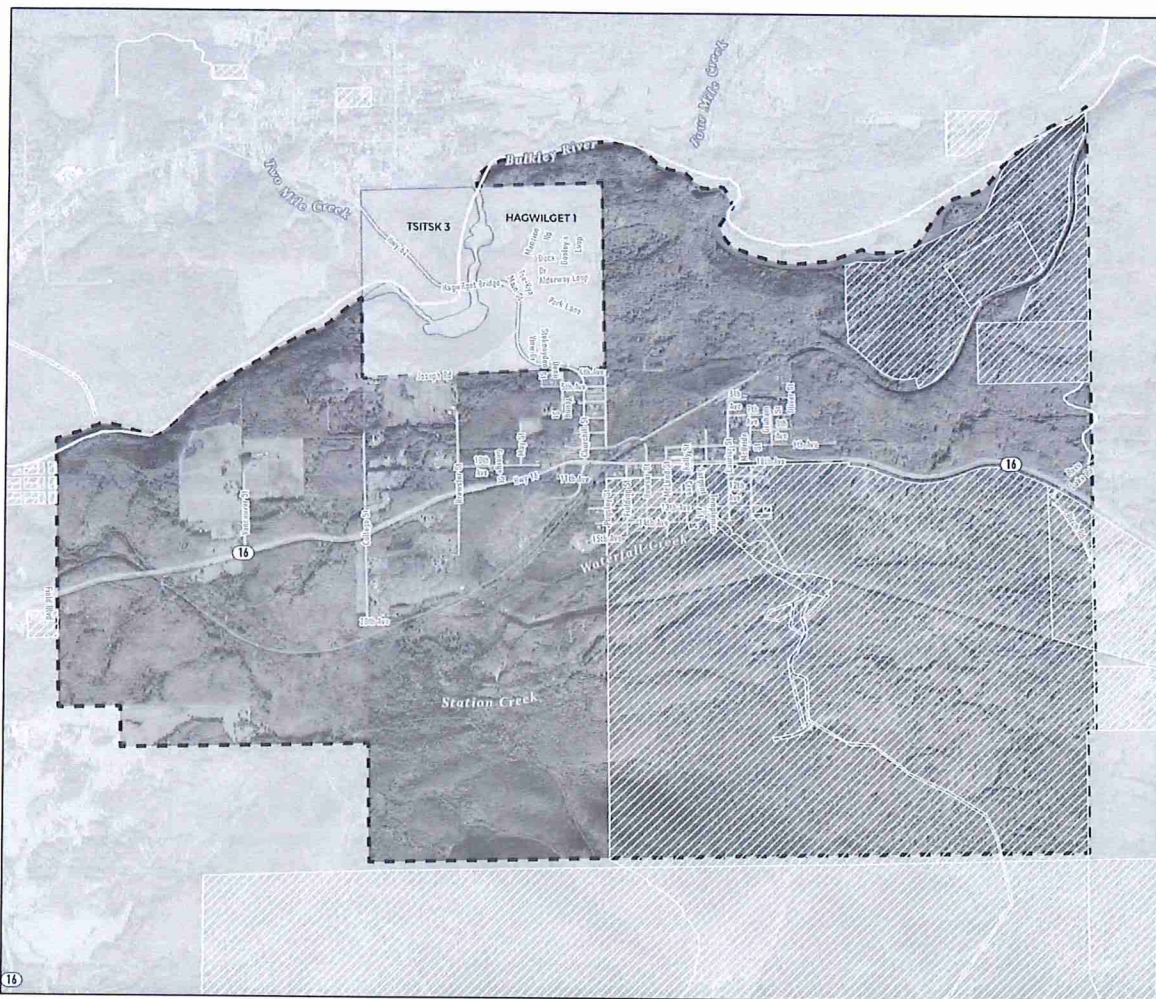
- +— Railway Track
- - - New Hazelton Municipal Boundary
- Water**
 - Reservoir
 - Main
- Storm**
 - - - Open Drain
 - Gravity Main
 - Culvert
- Sanitary**
 - Sewer Network Structures
 - - - Sewer Pressure Mains
 - Sewer Gravity Mains
 - Sewer Detention

0 250 500 1,000 1,500
Meters
Scale: 1:24,000

**SCHEDULE D**

-  New Hazelton Municipal Boundary
-  Wetlands
-  Steep Slopes (>20%)
-  Riparian Areas
-  First Nation Reserves
-  Provincial Parks, Eco Reserves, and Protected Areas





Hazeltons Economic Development Update – Summer 2025

Economic development in the Hazeltons continues to move forward with energy and collaboration. Building on the successes of 2024, our current efforts remain focused on supporting local businesses, enhancing tourism infrastructure, and strengthening the Hazeltons' profile both regionally and beyond. Below is a summary of our recent activities and upcoming priorities.

Local Business and Organizational Support

Business Buzzes

This year, participation in Business Buzzes has been somewhat slower compared to last year, when we successfully hosted ten sessions that showcased twenty businesses and organizations across the region. Even with a lighter uptake, the program remains an important way to celebrate the resilience of our business community and provide opportunities for connection, visibility, and collaboration.

Northword Magazine Advertising

To further highlight local entrepreneurship, Leah coordinated a Northword Magazine advertisement featuring ten Hazeltons businesses. By pooling resources, participating businesses were able to secure prominent regional exposure at a discounted rate. This may have also contributed to lower Business Buzz participation.

Holiday Business Event

Planning has already begun for the annual Holiday Business Event, which will once again bring together business owners, community members, and organizational partners. This year, in addition to a guest speaker, Firyal will be sharing an overview of grant writing resources as well as supports available through the Export Navigator program to help local businesses not only access funding but also explore opportunities to expand into export markets.

Grant Writing Workshop

We are also planning a virtual Grant Writing Workshop for fall 2025. Information to follow.

Tourism & Signage

Hands of History Tour Signage Renewal

Our tourism enhancement work continues with a full review and ranking of the Hands of History Tour signage. Each sign was carefully assessed based on physical condition, relevance of content, and visitation levels. We are proposing first updates to include the signage at the Visitor Centre and the 'Ksan Campground (which share the same text), followed by the Seeley Lake "Medeek" sign and the Hagwilget Bridge pullout. The next steps in this project include gathering quotes for updated panels and continuing First Nations consultation to ensure accuracy and respect for cultural perspectives. Full photos here: <https://photos.app.goo.gl/9UTWHwYCNnTN1Hmh9>

Sign #	Sign Name/Location	Inappropriate Language/ dated content/ incorrect (1-5)	Physical Damage (1-5)	Visitation Level (1-5)	Weighted Score	Priority Rank
1	Island of History Tour / Hazelton Visitor Centre	5	2	5	3.95	1
2	Hagwilget/ Hagwilget Bridge Pullout	5	1	5	3.6	4
3	Hand of History Tour/ 'Ksan Historical Village	5	2	5	3.95	1
4	Hazelton Firsts/ Hazelton River Front	1.5	1.5	5	2.375	8
5	Hazelton/ Hazelton River Front	3	2	4.5	3.025	5
6	"Cataline"/ Hazelton Pack Trail	1	1.5	4	1.925	9
7	Outlaw Territory/ Four Mile/ Anlaw Bridge Pullout	2	1		1.15	14
8	Fort Stager (Gone)/ Kispiox Totem Poles				0	15
9	Dominion Telegraph/ Rodeo Grounds	1	1	2.5	1.375	13
10	Temleham / Kitwanga Backroad	2	5	1	2.8	6
11	Skeena Crossing / Gitsegukla	2.5	2.5	3.5	2.75	7
12	Seeley Lake and "Medeek"	5	3	3	3.8	3
13	Mission Point/ Andersen Flats	1.5	1	3.5	1.825	10
14	Shootout / New Hazelton	0	3	3	1.8	11
15	Minskinish/ Cedarvale	2.5	1.5	1	1.775	12
16	Kitwanga Backroad 2 (Gone)				0	15

Eagle Down Trail Signage

We also inventoried the signage along the Eagle Down Trail, many of which are in poor condition. Options are being explored to refresh these signs, ensuring that visitors continue to have a positive and informative experience.



Ride North Mountain Biking Co-op

Outdoor recreation remains one of our strongest economic development drivers. We are pleased to share the release of professional marketing assets developed during Evan Dux's 2024 tour of mountain biking communities, including the Hazeltons. These assets include a promotional video now available on [YouTube](#), a full library of photos and video content accessible [here](#), and a feature in the [Freehub Northern BC Travel Guide](#). These materials will support continued promotion of the Hazeltons as a premier destination for outdoor enthusiasts and adventure travelers.

Digital Advertising Campaign

Our regional digital ad campaign, launched in early May, is producing encouraging results. As of mid-July, the campaign has reached over one million impressions, generated 6,465 ad clicks, and is achieving a strong conversion rate of 8%. This indicates that audiences are not only engaging with the ads but are also taking meaningful steps to learn more about what our region offers. The campaign will continue until mid-September, sustaining momentum through the peak summer season.

Live Northwest BC Workforce & Resident Attraction Campaign

The 2025 Live Northwest BC Workforce and Resident Attraction campaign is currently underway, running from June through September. With our budget strategically split between digital and social media platforms, the campaign builds on the success of past years while introducing a summer-season approach to test the impact of timing on audience engagement. Early indicators are promising, with creative assets showcasing the region's lifestyle, job opportunities, and livability. Campaign goals include generating at least 20 qualified leads, achieving over 1.4 million ad impressions across platforms, and growing both social media followings and newsletter subscriptions.

BRIEFING NOTE

Prepared by: Brooke White, CO
Authorized by: Wendy Hunt, CAO
August 26, 2025

Agenda Item Report:

Policies to be Rescinded

Background:

We have many out-of-date policies that we no longer use and should be removed from our Policy Manual.

Strategic Priority:

#2 Organizational Capacity

Relevant Policies:

Clean Up Policy, Fitness Center Policy, Recreation Centre Inspection Policy, Dog Control Policy, Skating Rink Inspection Policy, Fire Department Allocation of Funds Policy, Fire Department Burning Demolition Policy, Fire Protection Survey Policy, Road Access Policy, Road Access addition Policy, and Smoking Policy

Staff Support:

Clean Up Policy: We no longer use this letter template, which is all the policy is. We have letters that get sent out when the Public Works Superintendent does his rounds and identifies any problem properties.

Fitness Center Policy: We no longer have a Fitness Center and no longer need this policy.

Recreation Centre Inspection Policy: We no longer have a Recreation Centre that requires regular inspections therefore we no longer need this policy.

Dog Control Policy: This policy is covered by our Dog Control Bylaw No. 213 and having this policy in place is redundant.

Skating Rink Inspection: We no longer have an outdoor skating rink therefore, no longer need this policy.

Fire Department Allocation of Fund Policy: The only funds generated by the NHVFD are through the road rescue program and those funds go directly into the Jaws of Life bank account for maintenance, repairs, and asset management. The NHVFD Social Fund was removed over 10 years ago; this makes the policy null and void.

Fire Department Burning Demolition Policy: The NHVD no longer burns buildings due to the environmental hazards with asbestos, lead paints, etc. Staff recommend this policy be removed.

Fire Protection Survey Policy: This policy is based off a Fire Protection Survey that was completed in 1996. We have a new fire protection assessment that was completed in 2020 that produced a new set of recommendations. Staff are working through the recommendations and does not feel that this policy is relevant anymore.

Road Access Policy: Our Zoning Bylaw No. 317 outlines Road Access and having this policy in place is redundant.

Road Access addition Policy: This policy should have been part of the initial Road Access Policy and having this policy in place is redundant.

Smoking Policy: There are now Provincial policies in place regarding smoking in the workplace, as well as Work Safe BC regulations regarding smoking. Having this policy in place is redundant.

Recommendation:

THAT, Council authorizes the removal of the Clean Up Policy, the Fitness Center Policy, the Recreation Centre Inspection Policy, the Dog Control Policy, the Skating Rink Inspection Policy, the Fire Department Allocation of Funds Policy, the Fire Department Burning Demolition Policy, the Fire Protection Survey Policy, the Road Access Policy, the Road Access addition Policy, and the Smoking Policy from the District of New Hazelton's Policy Manual.

Policy Manual

(Clean Up)

PREPARED BY:

Public Works

AUTHORIZED BY:

Council

**DATE OF ISSUE OR
REVISION**

Feb 14/94
Resolution No.3527/94

WITHOUT PREJUDICE

Dear Sir/Madam:

RE: _____
(Address)

In recognition of the problems encountered on _____ 20_____, by
reason of _____

the District is prepared, without prejudice, and at your request, to enter upon your property with the
necessary equipment required to effectively carry out the following:

- A. To assist you in the necessary cleanup and removal of debris from your property.
- B. To carry out the necessary repairs as required.

Your signature on this form does NOT in any way detract from your legal rights, such as they may be
under the circumstances. It DOES give Municipal worker permission to enter upon your private property
and take such steps as are immediately necessary to provide assistance.

Yours truly,

B.L. Hunt, CMC
Clerk/Treasurer

I, the undersigned, hereby request the assistance of District workers as above. It is understood and agreed
by me that any assistance so given does not constitute an admission of liability on the part of the District
or its employees.

WITNESS

DATE

SIGNATURE

ADDRESS

Policy Manual

(Fitness Center)

PREPARED BY:

AUTHORIZED BY:

**DATE OF ISSUE OR
REVISION**

Administration

Council

September 14, 2015
Resolution No. 7501/15

1. Council and Staff are permitted to use the Fitness Center without purchasing a membership.
2. Council and Staff are permitted to bring one additional person with them to train at the Fitness Center without that individual purchasing a membership. The guest must be accompanied by the Council member or Staff member when using this complimentary pass.
3. Council and Staff may not lend out their key to family members, friends or members of the public.
4. The gym will be available to the public during regular fitness center hours or by picking up a key at the municipal office during regular office hours. There will be no use of the fitness center by the public outside of these hours, except in extenuating circumstances approved by the Chief Administrative Officer or Corporate Officer.
5. All membership fees must be paid in full before a member of the public is allowed access to the facility.
6. No members of the public will be permitted to have their own personal key to the facility.
7. Members of the public are only allowed access to the fitness center area; all other areas are off limits. These areas are not available for rental.
8. Members of the public must sign liability waivers before using the facility.
9. Wi-Fi is available to fitness center users only; unauthorized access will be blocked.

Policy Manual

(Recreation Centre Inspection Policy)

PREPARED BY:

Allan Berg

AUTHORIZED BY:

Council

**DATE OF ISSUE OR
REVISION**

Apr 20/09
Resolution No.6813/09

Purpose:

To ensure exercise equipment and surrounding building area receive continuing care and are held in good repair.

Policy/Procedure

1. Daily inspections will be conducted on all exercise equipment and their surrounding surface areas.
2. All inspections will be completed in ink using the attached Recreation Centre Inspection Form.
3. All original inspection forms will be kept in the Recreation Centre for a period of 7 years.
4. Any hazard that may cause danger to life, risk of serious injury or minor injury will be repaired immediately or the piece of equipment closed to public use.
5. Deficiencies that do not pose an immediate hazard will be assessed and repaired as soon as is reasonably possible.
6. Changes in inventory will be noted and dated on the inspection sheet.

Recreation Centre Inspection Form

Date: _____

Inspector: _____

OK – Satisfactory, A1 – Repair immediately, A2 – Assess and Repair as soon as possible

[illegible]

Recreation Centre Inspection Criteria

SURROUNDING WALLS	Check for holes, protruding nails/screws or any sharp projection.
CEILING	Check for loose material or lights that could fall.
BATHROOMS	Check for trip or slip hazards. Check for protruding objects.
TV BRACKET SUPPORTS	Check that brackets supporting TVs are secure to walls.
CHAIRS / TABLES	Check for loose legs, fasteners and sharp edges.
BENCHES	Check for loose or missing fasteners, stability and cleanliness.
SIGNS	Make sure signs are in place and legible.
GARBAGE CANS	Check for cleanliness, have been emptied and work properly.
<u>THE FOLLOWING INSPECTION ITEMS APPLY TO EXERCISE EQUIPMENT</u>	
GUARDS	Check that guards on equipment are in place and secure.
PROTRUSIONS	Make sure no protrusions exist, for example, an exposed bolt.
SHARP EDGES	Make sure there are no sharp edges on exercise equipment.
CHAINS, ROPES OR CABLES	Must not be broken, frayed or have cuts in them.
HANDLES AND RUNGS	Make sure they are not broken or loose.
SPRINGS	Check for evidence of metal fatigue, cracks or cuts etc.
FASTENERS (bolts-screws-etc)	Make sure they are tight / not missing nuts etc.
CAPS / PLUGS	All caps / plugs still in place.
FASTENING POINTS	Check for wear at these points.
SUPPORT BARS / LEGS	Check for cracks, cuts or deformations.
PAINT / CORROSION	Look for chipping of paint and rust forming.
WELDS	Check welds for cracking.
PINCH POINTS	Check for finger pinching problems on exercise equipment.
SAFETY ZONES	Make sure no hazard has been put in the safety zone clearances.

Policy Manual

(Dog Control)

PREPARED BY:

Bylaw Committee

AUTHORIZED BY:

Council

**DATE OF ISSUE OR
REVISION**

Aug 4/92
Resolution No.3279/92

RECOMMENDED THE FOLLOWING POLICY:

- 1) **Warning Notice** to be issued instead of Offence Notice for dogs not apprehended.

One Warning Notice per calendar year allowed per owner. If Offence continues, they are to be charged under Notice of Offence.
- 2) **Calendar Year** to be used for Warning Notice and Notice of Offence.
- 3) A review of apprehending dogs by **enticing** dogs off property with **food** be reviewed with Regional District Staff.

Policy Manual

(Skating Rink Inspection Policy)

PREPARED BY:

Allan Berg

AUTHORIZED BY:

Council

**DATE OF ISSUE OR
REVISION**

Apr 20/09

Resolution No.6813/09

Purpose:

To ensure safe conditions are maintained.

Policy/Procedure

1. Monthly inspections of the yard, boards and screening will be carried out to identify potential problems.
2. During winter months ice surface will be checked daily.
3. All inspections to be completed in ink using the attached Sidewalk Inspection Form and signed and dated by person doing the inspection.
4. All original inspection forms to be kept in the Public Works Office for a period of 7 years.
5. All deficiencies found will be corrected as soon as possible depending on urgency of problem.

Skating Rink Inspection Form

Date: _____

Inspector: _____

Title: _____

Checklist

	OK	Problem / Location	Date Repaired
Protrusions	_____	_____ _____ _____	_____ _____ _____
Joint Separations	_____	_____ _____ _____	_____ _____ _____
Wood Condition	_____	_____ _____ _____	_____ _____ _____
Gate Operation	_____	_____ _____	_____ _____
Stability of Boards	_____	_____ _____	_____ _____
Condition of Ice Surface	_____	_____ _____	_____ _____

Skating Rink Inspection Criteria

Skating rink deficiencies to watch for:

- 1) Protrusions of sharp objects such as nails, screws, wood splinters and ends of wire.
- 2) Watch for spaces developing between plywood sheets or laminated wood sections.
- 3) Check for rot, cracked members or plywood and splintering.
- 4) Make sure gate swings freely and hinges are in good condition.
- 5) Check that the pins holding timber supports are in place and that no sections are in danger of falling over.
- 6) Make sure there are no deep holes or gouges for skates to hook in and trip a skater. Look for areas of thin ice.

POLICY MANUAL

Fire Department Policy

PREPARED BY:

Council

AUTHORIZED BY:

Council

DATE OF ISSUE

December 3, 2007
Resolution 6530/07

It is the policy of the District of New Hazelton that Revenue generated by the New Hazelton Fire Department for services performed outside the New Hazelton district boundaries will be allocated:

- 50% to the District of New Hazelton for equipment and supplies used in performing the service
- 50% to the New Hazelton Fire Department Social Fund

All billings for outside services will be done by the New Hazelton administration using information provided by the Fire Chief.

POLICY MANUAL

Fire Department Policy Burning / Demolition

PREPARED BY:

Council

AUTHORIZED BY:

Council

DATE OF ISSUE

December 17, 2007
Resolution 6538/07

A demolition permit is required by the District of New Hazelton and by the BC Assessment Authority in order to remove a structure from Property Taxation.

The permit is to be signed by the owner or agent of a property and the Building Inspector and dated by both.

The form of permit is set out in Schedule B to Bylaw No. 150.

No burning or other demolition of any structure shall be performed by the Fire Department or its personnel without having obtained a copy of an approved Demolition Permit.

Policy Manual

(FIRE PROTECTION SURVEY)

PREPARED BY:

Council

AUTHORIZED BY:

Council

**DATE OF ISSUE OR
REVISION**

Enter Date Nov 5/96
Resolution No.3910/96

Whereas the Regional Fire Commissioner did complete, and on August 1, 1996 report re: Fire Protection Survey and;

Whereas the Survey contains a number of recommendations to improve or upgrade Fire Protection within the municipality and;

Whereas a number of recommendations involve the expenditure of monies or the acquisition of personnel or both and;

Whereas the District of New Hazelton may be unable to obtain volunteer and/or paid personnel recommended and is unable to fund all expenditures recommended;

Now, therefore, the Council of the District of New Hazelton hereby adopts a policy of

- 1) Prioritizing the recommendations of the Regional Fire Commissioner
- 2) Repairing, replacing or adding to fire-fighting equipment and facilities only as budget and funding from time to time permit
- 3) Maintaining / increasing volunteer and paid fire protection manpower levels subject to the availability of manpower in the community and budgeted monies available to equip the manpower.

A summary of Regional Fire Commission recommendations is attached for reference.

SUMMARY OF RECOMMENDATIONS

It will be understood that surveys conducted by the Office of the Fire Commissioner are in the interest of the life and fire safety to people and property as legislated by the Fire Services Act. Any reduction or increases in insurance grading or rates is governed and rated by the Insurance Advisory Organization and insurance companies and not the Fire Commissioner. Any benefits or reductions or increases of insurance premiums are between the home owner and their insurance agent and must not be considered contingent on the implementation of any or all of the recommendations contained in this survey report.

.....

(Numbers 1 – 9 inclusive are general information statements only and include no recommendation)

10.0 Fire Department Organization

Establish rules and regulations governing the functions and responsibilities for all fire department members.

Ensure reports and records are kept up-to-date when incorporated to provide dates respecting fire department activities which can be looked at by the elected representatives.

11.0 Number of Personnel and Recruitment

It is recommended that the New Hazelton Fire Department personnel be increased to no less than twenty-five (25) members. These members would be trained to conduct the duties of a volunteer fire fighter and ensure the response of a sufficient number of personnel for an emergency situation on a twenty-four hour basis.

Develop a comprehensive ongoing recruitment campaign aimed at attracting designated target groups so that the Fire Department can effectively and efficiently provide quality fire service to their clients.

There are numerous needs of the Fire Department that are currently no being satisfied. It should be noted that there may be candidates in the community that may not be capable of becoming active fire fighters but, may be willing and eager to participate at another level such as fire hall and small equipment maintenance and public education, etcetera. This would allow them to have the pride of belonging to the organization as well as providing the Department with valuable assistance and the community with a valuable service that currently cannot be handled by the Fire Department due to time constraints and an inadequate number of members.

The number of fire fighters needs to be increased to a level that will insure enough fire fighters are available to respond to an emergency situation within the District of New Hazelton's Fire Protection Area. Until such time as this is accomplished, the fire Department may need to consider restricting the number of members responding to area rescue calls outside of their fire protection area or cease to respond at all. Fire protection is the primary function of any fire department and rescue is secondary. Therefore fire protection must be given the highest priority. This would, at least, insure that the

maximum number of fire fighters would be available to respond to calls within their fire protection area.

12.0 Enrolment Standards

Once a member, all new recruits should then be enrolled in either the Justice Institute Fire Fighter Certification Program or the Fire Fighter Standard Curriculum.

These suggested programs will enhance the effectiveness of the Fire Department.

Contact the Justice Institute, Fire Academy for information on their Recruit Fire Fighter Training Program.

13.0 Fire Department Training Program

Appoint a training officer to be responsible for the overall training of the fire department. Ensure that the training officer is given full support and training on carrying out these duties.

Have lesson plans instituted and ensure that the training is delivered by qualified instructors.

All training should be recorded on a comprehensive individual training record. These records should be reviewed by Council and the Fire Chief periodically to make sure that constant and consistent training is being achieved and maintained.

Encourage both existing members and new members to become enrolled in the Volunteer Fire Fighters' Certification Program.

14.0 Additional Staffing

Serious consideration should be given to hiring a full time fire chief so that the demands of the Fire Department and local government can be met effectively and efficiently. This person should have the experience and qualifications to meet the goals and objectives laid out in this report and be willing to continue the education process to enhance the performance of the Department.

Should the hiring of a full time fire chief be beyond the means of the District of New Hazelton, then, it is imperative that time be set aside for the current Fire Chief, who is already in the employment of the District, to attend to his responsibilities as Fire Chief.

As pointed out though out this report, there are numerous duties that are the responsibility of the Fire Chief and must be attended to so that the Fire Department is properly organized and operated to protect the District from possible liability and insure fire fighter safety.

At the very least, it is recommended that at least several uninterrupted days per month be set aside for the Chief to dedicate to the Fire Department duties.

15.0 Fire Station

Enlarge the current multi-purpose, training room to provide at least twenty (20) square feet per person receiving instruction plus, additional space for the trainer and equipment necessary for instruction. The training area, particularly in volunteer departments, is also used for recreational purposes to boost moral and create a club style atmosphere which has proven recruitment value. It is general practice to provide approximately 1,000 square feet for such purposes for volunteer department.

The expansion should also incorporate office space for the Fire Chief and Training Officer. The fire Chief and Training officer are responsible for the administration and training of the entire Fire Department and therefore, for all practical purposes, must have an area to effectively perform these tasks.

16.0 Fire Apparatus

That all fire apparatus undergo the recommended service test outlined in this document titled "Recommended Tests for Used or Modified Fire Underwriters' Survey. (Please refer to the Appendix for a copy of this test)

Should further assistance and information respecting the acceptability of the fire apparatus for insurance grading be required please contact:

Bob Nelson
Fire Underwriter's Survey
PO Box 21
708 – 595 Howe Street
Vancouver, B.C. V6C 2T5

Telephone: (604) 681-3113 or;
Toll Free Within B.C.: 1-800-665-5661
Fax: (604) 688-6986

Financial planning should be in place to provide for replacement of the 1978 Thibault as the first line pumper as it is nearly the twenty year plateau in serviceability.

The tanker truck should be supplied with a quick dump valve having at least a twelve inch diameter. This will allow the tanker truck to quickly dump its water lad into a portable tank at the fire scene. The tanker truck will then be free to shuttle water from the water supply source to the fire scene.

17.0 Purchasing Fire Apparatus

When the current apparatus is replaced or upgraded or additional apparatus is required, it is important to ensure that proper procedures are followed for purchasing fire apparatus.

Draft written specifications and determine what type, size and model will best fill the Fire Department's needs. Refer to the specification checklist prior to sending them out.

These specifications should insure comparable bids from the suppliers.

Before awarding the contract make sure that the legal procedures and purchasing policies are reviewed and that the apparatus will meet the written specifications.

18.0 Preventative Maintenance Program For Fire Apparatus

We recognize that the New Hazelton Fire Department is presently comprised of volunteer membership. However, liabilities do not separate full time fire departments, composite fire departments or volunteer fire departments. It is recommended that a detailed maintenance schedule complete with records be adopted as set out in the International Fire Service Training Association Publications (IFSTA's) titled "Fire Apparatus Practices." A sound preventative maintenance program will not only result in apparatus reliability but, will reduce the cost of repairs and lessen out-of-service time.

The Fire Department initiate the annual Service Test Program by Fire Underwriters as outlined in this report under "Fire Apparatus".

It has been written that clean fire apparatus enhances the public image of a department. The public sees a piece of fire apparatus as a unit of protection in which they have invested thousands of dollars. To permit the apparatus to become marred by dirt, rust and road grime is one way to damage public relations. Although the public relations aspect of clean apparatus is valid, there is another important reason. A clean vehicle permits for proper inspection and a properly inspected apparatus is most likely to operate more efficiently when required.

19.0 Maintenance Program for Fire Fighting Tools and Equipment

Establish a program to ensure that all fire-fighting equipment is re-evaluated on a continual basis. This will guard against equipment becoming unsafe or obsolete and will also provide for a more efficient fire fighting company.

Recommend that all self-contained breathing apparatus and other tools and equipment meet the requirements of the Workers' Compensation Board Regulations.

Ensure that the manila rope on the pumper truck is properly stored in a duffle style storage bag.

Use the suggested equipment lists to ensure that adequate equipment and tools are being carried on all fire apparatus.

Provide the tanker with a portable drop tank having the holding capacity of not less than 1,000 imperial gallons and a portable pump to free tanker for water shuttle.

20.0 Maintenance Program for Fire Fighting Tools and Equipment

Establish a preventative maintenance program for all fire fighting tools and equipment to ensure that all equipment is clean and operational at all times. The equipment should be

removed from the apparatus, cleaned and operated on a regular basis, and if found defective, be replaced or repaired and returned to its designated place on the apparatus.

All inspections, testing and maintenance should be recorded in a log book complete with records in accordance with I.F.S.T.A. 208, “Records and Reports for the Fire Service”.

All fire hose including the hard suction hose should be inspected, tested, cared for, marked and recorded in accordance with I.F.S.T.A. 103, titled “Fire Hose Practices”.

All ladders should be cared for, inspected, tested, and records kept in accordance with I.F.S.T.A. 102, titled “Ground Ladder Practices”.

Ropes, fire extinguishers, axes, pike poles, etcetera, should be cared for as set out in I.F.S.T.A. 101, titled “Forcible Entry, rope, and Portable Extinguisher Practices”.

Salvage covers are to be cared for in accordance with I.F.S.T.A. 104, titled “Salvage and Overhaul Practices” for care and maintenance of salvage covers.

Nozzles should be washed with hot water and soap as required to prevent the accumulation of dirt and grease.

All self-contained breathing apparatus and spare air cylinders should be maintained, inspected, tested and records kept in accordance with I.F.S.T.A. TITLED “Self-contained Breathing Apparatus”. For additional information you can also refer to the “Operational Guidelines” published by the Fire Commissioner’s Office.

A member of the Fire Department should be certified in the inspecting, testing and maintenance of self-contained breathing apparatus.

21.0 Protective Clothing

Ensure that each member has their own set of protective turn out clothing.

Color code the various ranks of fire fighters turnout gear and helmets for easy identification.

Institute a record system and assign all members with their own individual numbers. This will satisfy two things:

- a. Each individual will be responsible for maintaining their own clothing and;
- b. A way of identifying who is not maintained their clothing

All protective clothing is to be properly stored and be ready for quick donning.

Recommend individual storage lockers for each members protective clothing (Only individuals protective clothing should be stored in the lockers)

Replace any protective clothing including gloves and boots that do not conform to N.F.P.A. and Workers' Compensation Board Requirements.

22.0 Safety

Provide eye wash stations on apparatus floor.

Provide disposable hearing protection to all members as part of their overall protective clothing requirements.

Provide protective hoods to all members as part of their overall protective clothing requirements to protect members ears and neck from extreme heat.

Form a safety committee and appoint a safety officer.

Install a communication system between the driver's compartment and the tailboard or prohibit members from riding on the back of the fire apparatus.

Install protective devices at both openings located behind the driver's compartment where the passengers are seated. Contact local Workers' Compensation Office for further assistance.

Establish a Fire Department Operational Guideline addressing "Safety".

23.0 Critical Incident Stress

Review the Fire Department's current critical incident stress program to ensure the needs of the Fire Department are being met. For further assistance on this subject contact Deputy Fire Chief, Lorne Houston, of the Prince George Fire Department who is spearheading a committee to bring training on this subject to the Northern Region. Deputy Fire Chief Houston's address is as follows:

#1 Fire Hall
1111-7th Avenue
Prince George, BC
V2L 3N8

Telephone: 250-561-7667

Establish an operation guideline which will deal with this subject.

Contact the Justice Institute of British Columbia.

24.0 Communications

All radios and pagers should be tested weekly and serviced or upgraded to insure that they will function properly when needed.

Insure that the required radio frequencies mentioned in this report are in place or make application for such.

Evaluate the communications systems on an annual basis to insure that it meets the current needs.

25.0 Employment Equity

Employment equity to be addressed in the Fire Department Operational Guidelines once they are established.

Look at the current recruiting program and evaluate any existing imbalances when it comes to employment equity.

Institute an employment equity initiative for the New Hazelton Fire Department.

26.0 Mutual Aid

The District of New Hazelton review the agreements on an annual basis to insure that they are both up to date and meet the current needs.

27.0 Wildland Urban Interface

Include in your long range planning the establishment of a construction bylaw to control vegetation and construction methods in association with wildland development.

Establish an education program for the home owners in relation to the following:

- i. Reduction of surrounding wildfire fuels such as trees, branches, brush, grass, etcetera.
- ii. Removal of overhanging tree limbs, moss, and needles from roof and gutters, and,
- iii. Maintenance of area around buildings

N.F.P.A. 299 Standard "Protection of Life and Property from Wild Fire" can be obtained as a reference standard that deals with the wildland urban interface issue.

Institute a joint inter-agency interface committee working towards common goals and objectives to reduce the risk of loss of life and property from wildland fires.

Utilize the packages proved titled "Fire Safe Inside and Out" and "Beware and Prepare Community Planner". These are comprehensive fire prevention programs to reduce fire hazards in interface areas

A cross training program be discussed with the Ministry of Forests.

28.0 Municipal Council and the Fire Department

Fire Chief be actively involved with the Municipality and elected officials.

The Municipality and elected officials should have a clear understanding of the needs of the Fire Department through an honest and open line of communication to meet the needs of the tax payers in order to provide service quality.

The Fire Chief to put all proposals or needs in writing to elected officials in a detailed comprehensive report so that the elected officials have a clear understanding of the Fire Department requirements in order to meet the long and short range needs of the tax payers.

29.0 Public Education Program

Institute an ongoing year around public education program that will target all groups of people in both fire and safety prevention.

Consideration be given to the implementation of the Learn Not To Burn school curriculum.

For further information contact:

Barb Kidd
Public Education Coordinator
Office of the Fire Commissioner
800 Johnson Street
Victoria, BC
V1V 1X4 Telephone: (604)356-9000

Thought should be given to providing more time for the Fire Chief to initiate a Public Education Program.

30.0 Pre-fire Planning

A pre-fire plan program should be established and documented in such a way as to provide the responding fire crew with quick information on such matters as:

Access roads
Hydrants
Special hazards
Fire department connections

Please refer to the Appendix for a copy of "Pre-fire Planning Data Checklist Sheet" designed by the Northern Office of the Fire Commissioner that could be used as a guide when preparing your documentation of building during a fire prevention inspection.

It must be acknowledged that pre-fire planning and fire prevention go hand in hand. If necessary, time and manpower is dedicated by the Municipality to provide the essential pre-fire planning. It must be realized that this step also assures a good measure of fire prevention at the same time.

More time needs to be given to the Fire Chief to implement a Pre-fire Plan Program.

31.0 Fire Response Records

Ensure that fire response records are comprehensive, concise, and easy to comprehend by Council when the Fire Department reports their activities at Council meetings.

That fire response calls are received by someone who is not responding to the fire scene and recorded. This will allow communication with the caller if required during the response.

Implement a filing system for fire response records to insure safety and easy access when required.

32.0 Fire Department Bylaw

Review the current Fire Department Bylaw on an annual basis and update if required. All changes should be reviewed and discussed with your municipal solicitor.

33.0 Fire Department Operational Guidelines

Implement the Fire Department Operational Guidelines. These procedures will undoubtedly enhance employee safety, minimize public risk from Fire Department operations, increase the effectiveness and protect Fire Department assets from possible loss. This Guideline should be in a binder that is readily available for all members to read. Maintaining comprehensive Operational Guideline will reduce the risk of liability claims against the Fire Department and the District of New Hazelton.

The Fire Chiefs' Association of British Columbia be contacted for further information on this subject as they have offered workshops to assist fire departments and council in putting together a sound and comprehensive guideline to meet the needs of fire departments and reduce the risk of liability.

Provide time for the Fire Chief to establish Fire Department Operational Guidelines.

34.0 Library

Review library material periodically to insure that it is current and is stocked with the needed data.

Addition of a complete copy of the Fire Department Operational Guidelines.

35.0 Fire Inspection and Fire Investigations

That the Fire Chief attend the next Level One Fire Investigation Course offered by the Office of the Fire Commissioner, Northern Region.

Note: Times, dates and locations will be announced in writing for the above course. More time will be required for the Fire Chief if he is to provide this service and insure the Municipality minimizes the risk of civil litigation as a result of non compliance with the Fire Services Act.

36.0 Water Supply

Revisit the above mentioned Engineer's water study and consider implementing the recommendations of the report.

Insure that the new hydrant flow test and maintenance records are completed and kept current. The flow test should be conducted on an annual basis for all hydrants in accordance with I.F.S.T.A. Manual "Water Supplies for Fire Protection" Chapter 4. Also, "Water Supply for Public Fire Protection" published by Fire Underwriters' Survey.

The British Columbia Fire Code Subsection 6.6.4 requires that all hydrants. Regardless as to whether or not they are private be maintained in operating condition at all times. (Refer to this Subsection respecting maintenance, inspecting, flushing and records to assist with your maintenance program should written agreements be instituted.)

37.0 Short and Long Term Planning

Implement a long and short range planning program.

Consideration be given to amalgamating the fire protection requirements of the area.

Policy Manual

(Road Access)

PREPARED BY:

Council

AUTHORIZED BY:

Council

**DATE OF ISSUE OR
REVISION**

Oct 2/84
Resolution No.836/84

ROAD and SERVICES in R1, R2, R3 and COMMERCIAL ZONES:

There are a considerable number of developed and serviced building lots available throughout the presently sub-divided zones in New Hazelton.

POLICY: To encourage infilling of existing developed areas, as there can be no justification at the present time to construct further roads and service extensions at the taxpayer's expense.

Any additional development of this nature will be at the expense of the applicant with the following standards:

1. Full legal width of right of way to be cleared, piled and burned.
2. Sub-grade to be constructed and compacted 10.5 metres wide.
3. Gravel surface and depth to be acceptable to the Public Works Superintendent.

RURAL RESIDENTIAL AREAS will be adjusted by council on an individual application basis.

Policy Manual

(Road Access)

PREPARED BY:

Council

AUTHORIZED BY:

Council

DATE OF ISSUE OR REVISION

Feb 5/90
Resolution No.2658/90

The following to be added to Resolution No. 836/84:

The Council of the District of New Hazelton will judge requests for road Development on an individual basis.

Policy Manual

(Smoking)

PREPARED BY:

Council

AUTHORIZED BY:

Council

**DATE OF ISSUE OR
REVISION**

Jul 5/94
Resolution No.3591/94

“WHEREAS the Skeena Health Unit has advised that smoking in the workplace constitutes a health risk:

AND WHEREAS the Council of the District of New Hazelton agree that smoking in the workplace should be controlled:

NOW THEREFORE BE IT RESOLVED that the District of New Hazelton adopt a policy of “NO SMOKING” in District owned facilities and equipment”.

Mental Health and Addictions Accord

Overview

The signing of the Mental Health and Addictions Accord was a highlight of the Mental Health and Addictions Symposium, held on November 13 and 14, 2024 in Prince George, BC.

It celebrated the commitment of organizations and local governments to addressing mental health and addictions challenges collaboratively. The signing ceremony at the Symposium recognized the 25 initial signatories, many of whom were represented in person at the event.



Accord Signatories include:

- *Symposium Co-hosts:* City of Prince George, Lheidli T'enneh First Nation, North Central Local Government Association, Regional District of Fraser-Fort George,
- *Indigenous Organizations and Communities:* Letwilc ren Semec Esketemc Recovery House, Northern First Nations Alliance, Gingolx Village Government
- *Municipalities:* District of Chetwynd, City of Dawson Creek, City of Fort St John, District of Mackenzie, District of Taylor, District of Tumbler Ridge, District of Vanderhoof, City of Williams Lake, Town of Smithers, Village of Pouce Coupe, District of Houston, District of Kitimat, District of Fort St James
- *Regional Districts:* Cariboo Regional District, Northern Rockies Regional Municipality, Peace River Regional District, Regional District of Bulkley-Nechako, North Coast Regional District, Regional District of Kitimat-Stikine
- *Agencies:* BC Schizophrenia Society, Drs. Farnan & O'Driscoll Inc, The POUNDS Project Society

Since the Symposium, 5 more signatories have joined (District of Fort St James, District of Kitimat, City of Quesnel, North Coast Regional District, Regional District of Kitimat-Stikine).

With this milestone, every Regional District within the NCLGA operating area has now endorsed the

Accord, demonstrating a unified and region-wide commitment to improving mental health and addictions outcomes.

Purpose and Vision

The Mental Health and Addictions Accord is a joint initiative designed to address the urgent mental health and addiction challenges facing Central and Northern British Columbia. This Accord establishes a collaborative advocacy framework, bringing together local governments, First Nations, healthcare providers, service agencies and community organizations. By uniting these partners, the Accord aims to advance positive solutions to improve services and outcomes for individuals affected by mental health and addiction, as well as related intersecting issues.

The Accord is designed as a living document, providing a framework of shared principles and actions to guide meaningful improvements in mental health and addictions services across Central and Northern British Columbia. It reflects a commitment to adaptability and responsiveness, recognizing the importance of engaging diverse communities and organizations to address evolving needs.

We extend our gratitude to everyone who provided feedback on the Draft Accord in 2024. The external review period concluded on October 4, following the release of the Draft on September 25 to NCLGA member communities, First Nation band councils, mental health service providers, and key stakeholders in Central and Northern BC. Prior to the review period, collaborative workshops were held on June 28 and September 26, 2024. The feedback received has been invaluable, capturing a range of perspectives and addressing the needs of diverse agencies and communities.

Living Document

The Accord is intended to be a living document, outlining shared principles and actions to drive improvements in mental health and addictions services across Central and Northern British Columbia. Recognizing the need to continuously engage and understand the diverse needs of communities and organizations, the Accord is set for review and an update in 2025.

We look forward to further incorporating feedback and ensuring the Accord represents a broad consensus. Your continued support and input are vital to this effort, and we are committed to fostering an inclusive process that reflects the voices of all our communities.

Advocacy Meetings of Accord Signatories

NCLGA is working to support a pathway for the various agencies and local governments to advance their initiatives related to mental health and addictions, through the Accord and the Symposium.

Advocacy Meetings with signatories of the Accord were held on January 31 and April 22, 2025, with a next meeting scheduled for August 14, 2025. These meetings serve as an important opportunity for signatories *to discuss shared advocacy strategies, explore collaborative actions, and align efforts* to drive meaningful improvements in mental health and addictions outcomes across the region.

A survey is currently being developed to receive input on advocacy strategies in the lead up to the 2025 Mental Health and Addictions Symposium.

These efforts reflect our shared commitment to collaboration and continuous improvement in addressing mental health and addictions challenges in Central and Northern British Columbia.

COUNCIL SCHEDULE:

- Sept 22nd – 26th UBCM Convention Victoria – Councillors Sturney & Burns, Mayor Lowry and CAO to attend.
- October 6th Regular Council Meeting – 7:00 pm
- October 15th NCLGA Mental Health & Addictions Symposium – Prince George
8:00 – 4:30 pm – more information coming
- November 3rd Regular Council Meeting – 7:00 pm
- November 12th NCLGA Webinar – 12:00 – 1:00 – Advancing Local Government
Advocacy through effective NCLGA Resolutions Processes
- November 20th COTW – Budget Meeting
- November 22nd North West Regional Hospital District Regular Meeting
- December 1st Regular Council Meeting – 7:00 pm

September 2025
Information Package

August 13, 2025

Mayor Gail Lowry and Council
District of New Hazelton
Box 340
New Hazelton, BC V0J 2J0

Dear Mayor Gail Lowry and Council:

**RE: CANADA COMMUNITY-BUILDING FUND: FIRST COMMUNITY WORKS FUND
PAYMENT FOR 2025/2026**

I am pleased to advise that UBCM is in the process of distributing the first Community Works Fund (CWF) payment for fiscal 2025/2026. An electronic transfer of \$45,411 is expected to occur in August 2025. This payment is made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Canada Community-Building Fund can be found on our [website](#).

For further information, please contact Canada Community-Building Fund Program Services by e-mail at ccbf@ubcm.ca or by phone at 250-356-5134.

Sincerely,



Councillor Trish Mandewo
UBCM President

PC: Laura Roe, Chief Financial Officer



UBCM Member Municipalities
Via Email

August 8, 2025

Dear Mayors and Councillors,

Re: Request for Support and Endorsement – UBCM Resolution on Emergency Water Treatment Plants

On behalf of the Council of the Village of Lions Bay, we are seeking your support and endorsement for an important resolution that will be presented at the upcoming Union of British Columbia Municipalities (UBCM) Convention. This resolution advocates for provincial investment in emergency portable water treatment plants to safeguard the drinking water of small communities facing wildfire-related contamination.

Background

Communities adjacent to forests, that rely on a watershed for drinking water, such as Lions Bay are particularly vulnerable to the increasing frequency and severity of wildfires. These fires introduce ash, sediment, and other pollutants into watersheds, often rendering drinking water sources unsafe for extended periods. Unfortunately, the infrastructure required to address such contamination—advanced filtration and treatment systems—is prohibitively expensive for small municipalities to construct and maintain. As a result, small communities affected by wildfires may face prolonged disruptions to their water supply, posing serious public health and sustainability risks.

To mitigate this growing threat, the Village of Lions Bay is calling on the Province of British Columbia to acquire and maintain one to three skid-mounted, 500,000-gallon-per-day (GPD) portable potable water treatment plants. These units would be held in reserve and deployed as needed to communities experiencing significant water contamination following a wildfire or other disasters. This proactive measure would provide critical emergency response capacity and ensure that small communities are not left struggling to restore safe drinking water in the wake of a crisis.

UBCM Resolution

The following resolution will be presented at UBCM, and we respectfully request your Council's support and endorsement:



The Village of
**LIONS
BAY**

WHEREAS forested-watershed communities face increasing risks of wildfire-related contamination of their drinking water sources due to the increasing impacts associated with climate change, with wildfires introducing ash, sediment, and other pollutants that can render water supplies unusable for extended periods;

AND WHEREAS the cost of advanced water treatment infrastructure required to address such contamination far exceeds the financial capacity of small communities, leaving them vulnerable to prolonged water supply disruptions that pose significant public health and community sustainability risks:

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities (UBCM) request that the Province of British Columbia acquire and maintain one to three skid-mounted, 500,000-gallon-per-day (GPD) portable water treatment plants to be held in reserve for emergency deployment to communities experiencing significant wildfire-related water contamination, ensuring rapid response and long-term water security for vulnerable communities.

Request for Support

We kindly ask your municipality to consider endorsing this resolution and lending your voice to this urgent issue. Your formal support will strengthen our collective advocacy efforts and help demonstrate to the Province the widespread need for proactive emergency water treatment solutions in British Columbia.

If your Council passes a resolution of endorsement, please notify us at office@lionsbay.ca so we can include your municipality in our advocacy efforts leading up to the UBCM Convention.

Thank you for your time and consideration. We appreciate your support in ensuring that small communities across B.C. have the resources necessary to maintain safe drinking water in the face of growing wildfire risks.

Sincerely,

Councillor Neville Abbott, Infrastructure Committee Chair,

On behalf of Village of Lions Bay Council

council@lionsbay.ca

(604) 921-9333



City of Campbell River
From the Office of the Mayor

August 13, 2025

Dear Mayors/Chairs,

Subject: Invitation to UBCM Events – Strengthening Resource Communities Together

As a follow-up to my recent letter, I'm pleased to extend a personal invitation to join me at two key events during the 2025 UBCM Convention in Victoria. These gatherings will spotlight the essential contributions of both rural and urban resource communities to British Columbia's economy and provide valuable opportunities for dialogue and connection.

Resource Works Panel Discussion: Get It Done B.C.

Monday, September 22, 2025 – 7:30AM to 4PM followed by a reception at 5PM
Union Club of British Columbia, Victoria

I will be participating in a panel hosted by Resource Works alongside other leaders and industry experts. We will be discussing the challenges and opportunities facing resource communities and the importance of ensuring our voices are included in provincial decision making.

Networking Reception – Hosted by the City of Campbell River

Wednesday, September 24, 2025 – 4:30PM to 6:30PM
Marriott, Victoria

This will be a great opportunity to connect with Mayors and community leaders from across the province. Enjoy local refreshments, good conversation, and enter to win a *Campbell River Experience* door prize valued at \$2500 – including flights, golf, whale watching, and accommodation in our beautiful city.

This invitation builds on the UBCM motion the City of Campbell River is bringing forward this year.

I hope we can count on seeing you at both events. Together, we can strengthen our advocacy for policies that recognize the realities and contributions of all BC Communities. I have met with many of you already, but feel free to reach out if you would like to connect.

Please RSVP to Lisa.Sanders@campbellriver.ca by September 12, 2025.

I look forward to seeing you in Victoria.

Sincerely,

A handwritten signature in blue ink, appearing to read "K Dahl", with a stylized, cursive flourish.

Kermit Dahl
Mayor

Inclusion of Rural and Resource Communities in Provincial Economic Decision-Making

WHEREAS rural and resource-based communities continue to be a significant economic driver in both rural and urban areas across British Columbia;

AND WHEREAS communities throughout British Columbia are experiencing job losses and heightened economic challenges arising from trade uncertainties, and provincial legislation and policies that disproportionately affect resource industries such as forestry, mining, energy, and aquaculture;

AND WHEREAS these communities are integral to the provincial economy, contributing substantially to British Columbia's GDP, employment, and export revenues, while sustaining the economic vitality of urban centres through interconnected supply chains, workforce migration, and complementary industries;

AND WHEREAS current provincial decision-making processes frequently lack adequate representation and consultation with rural and resource-based communities, leading to policies that may inadvertently jeopardize the sustainability, cohesiveness and resilience of these regions;

THEREFORE BE IT RESOLVED that UBCM urge the Province of British Columbia to formally recognize the critical economic contributions of rural and resource-based communities and to ensure their meaningful inclusion in the development of legislation, regulations, and economic strategies that impact resource industries by:

- Prioritizing economically viable access to resources;
- Supporting innovation within each sector to foster sustainable growth and enhance competitiveness;
- Actively engaging with each resource sector and its stakeholders to comprehensively understand their unique challenges and opportunities; and
- Take decisive action to amend policies and legislation based on the unique challenges and opportunities identified
- Removing restrictive legislation on resource sector industries.



2025-2026 Internal Administrative Calendar Coast Mountains Board of Education School District 82

September 2025

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Sept 1: Labour Day
Sept 2: First Day of School
Sept 17: Business Committee Mtg.
Sept 17: Education Committee Mtg.
Sept 24: Board Meetings (Terrace)
Sept 30: Truth & Reconciliation Day

October 2025

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Oct. 13: Thanksgiving Day
Oct 15: Business Committee Mtg.
Oct 15: Education Committee Mtg.
Oct 29: Board Meetings (Hazelton)

November 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Nov 11: Remembrance Day
Nov 12: Business Committee Mtg.
Nov 19: Education Committee Mtg.
Nov 25: Board Meetings (Terrace)

December 2025

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Dec 22-Jan 2: Winter Break
Dec 25: Christmas Day
Dec 26: Boxing Day
Note - There are no Committee Meetings or Board Meetings scheduled in December 2025.

January 2026

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Dec 22-Jan 2: Winter Break
Jan 1: New Year's Day
Jan 5: Back to School
Jan 14: Business Committee Mtg.
Jan 14: Education Committee Mtg.
Jan 28: Board Meetings. (Terrace)

February 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

Feb 11: Business Committee Mtg.
Feb 11: Education Committee Mtg.
Feb 16: Family Day
Feb 25: Board Meetings (Kitimat)

March 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

March 16-27: Spring Break
Note - There are no Committee Meetings or Board Meetings scheduled in March 2026.

April 2026

S	M	T	W	T	F	S
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

April 3: Good Friday
April 6: Easter Monday
April 15: Business Committee Mtg.
April 15: Education Committee Mtg.
April 29: Board Meetings (Terrace)

May 2026

S	M	T	W	T	F	S
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

May 13: Business Committee Mtg.
May 13: Education Committee Mtg.
May 18: Victoria Day
May 27: Board Meetings (Stewart)

June 2026

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

June 10: Business Committee Mtg.
June 10: Education Committee Mtg.
June 17: Board Mtgs. (Terrace)
June 21: National Indigenous Peoples Day
June 23: Last Day of School
June 24: Board Mtgs. (if required)

LEGEND:

	School/Statutory Holidays
	Business Committee Meeting
	Education Committee Meeting
	Board of Education Meetings
	Teacher-Trustee Meetings (October, November, February, April & May)
	BCSTA & BCPSEA Symposium, Trustee Academy & AGMs:

Dates may be subject to change

BCSTA Virtual Provincial Council Mtgs. - Oct. 24, 2025 & Feb. 20, 2026
BCPSEA Virtual Symposium & BCPSEA Virtual AGM - Nov. 6-7, 2025 & Jan. 29, 2026
BCSTA Trustee Academy & BCSTA AGM - Nov. 27-29, 2025 & April 9-11, 2026
BCSTA Board Chairs Mtg. & BCSTA & MOECC Liaison Mtg. - Dates TBC
CMSD New Teacher & Teacher-On-Call Orientation Sessions - August 26 & 27, 2025



2025-2026 School Calendar

Coast Mountains Board of Education School District 82

September 1, 2025 - August 31, 2026

September 2025

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Sept 1: Labour Day
Sept 2: First Day of School
Sept 26: District In-Service Day
Sept 30: National Day for Truth & Reconciliation

October 2025

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Oct 13: Thanksgiving Day
Oct 24: Provincial ProD Day

November 2025

S	M	T	W	T	F	S
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Nov 11: Remembrance Day
Nov 19 & 20: Early Dismissal
Nov 28: ProD Day

December 2025

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Dec 22-Jan 2: Winter Break
Dec 25: Christmas Day
Dec 26: Boxing Day

January 2026

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Dec 22-Jan 2: Winter Break
Jan 1: New Year's Day
Jan 5: Back to School
Jan 30: ProD Day

February 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28

Feb 16: Family Day

March 2026

S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

March 11 & 12: Early Dismissal
March 16-27: Spring Break
March 30: Back to School

April 2026

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

April 3: Good Friday
April 6: Easter Monday
April 24: ProD Day

May 2026

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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

May 15: ProD Day
May 18: Victoria Day

June 2026

S	M	T	W	T	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

June 21: National Indigenous Peoples Day
June 23: Last Day of School
June 24: Administrative Day
June 24-Sept 7: Summer Break

July 2026

S	M	T	W	T	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

July 1: Canada Day
June 24-Sept 7: Summer Break

August 2026

S	M	T	W	T	F	S
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Aug 3: BC Day
June 24-Sept 7: Summer Break

Legend:

School/Statutory Holidays
 Early Dismissal

District In-Service, Non-Instructional & Administrative Days (Schools are not in Session)
 Vacation Period (Schools are not in Session)
 National Indigenous Peoples Day



2025-2026 School Calendar
Coast Mountains Board of Education School District 82
September 1, 2025 - August 31, 2026

Days in Session	185
Number of Days of Instruction	178
Number of Non-Instructional Days	6
Number of Administrative Days	1
School Opening	Tuesday, September 2, 2025
National Day for Truth & Reconciliation	Tuesday, September 30, 2025
Thanksgiving Day	Monday, October 13, 2025
Remembrance Day	Tuesday, November 11, 2025
Schools Closed for Winter Vacation	Monday, Dec. 22, 2025 to Friday, Jan. 2, 2026
Schools Re-open after Winter Vacation	Monday, January 5, 2026
Family Day	Monday, February 16, 2026
Schools Closed for Spring Vacation	Monday, March 16, 2026 to Friday, March 27, 2026
Schools Re-open after Spring Vacation	Monday, March 30, 2026
Good Friday	Friday, April 3, 2026
Easter Monday	Monday, April 6, 2026
Victoria Day	Monday, May 18, 2026
Last Day of Instruction	Tuesday, June 23, 2026
Non-Instructional Days (Schools not in Session):	
District In-Service Day	Friday, September 26, 2025
Provincial Professional Development Day (ProD Day)	Friday, October 24, 2025
Professional Development Day (ProD Day)	Friday, November 28, 2025
Professional Development Day (ProD Day)	Friday, January 30, 2026
Professional Development Day (ProD Day)	Friday, April 24, 2026
Professional Development Day (ProD Day)	Friday, May 15, 2026
Administrative Day:	Wednesday, June 24, 2026
Minutes of Instruction (minutes/day)	
- Elementary Schools	296
- Middle & Secondary Schools	321
Early Dismissal Days:	Wednesday, November 19, 2025
	Thursday, November 20, 2025
	Wednesday, March 11, 2026
	Thursday, March 12, 2026

Minutes of the Regular Meeting of the North West Regional Hospital District held Saturday, August 16, 2025, at the RDKS Boardroom and virtually using Microsoft Teams, commencing at 11:00 a.m.

Members Present:

Chair Pages presided.

Stoney Stoltenberg	Bulkley-Nechako Regional District	Electoral Area A
Chris Newell	Bulkley-Nechako Regional District	Electoral Area G
Shane Brienan	Bulkley-Nechako Regional District	District of Houston
Gladys Atrill (Vice-Chair)	Bulkley-Nechako Regional District	Town of Smithers
Annette Morgan	Bulkley-Nechako Regional District	Village of Telkwa
Eric Nyce	Kitimat-Stikine Regional District	Electoral Area A
Cyra Yunkws (Vice-Chair)	Kitimat-Stikine Regional District	Electoral Area B
Bruce Bidgood	Kitimat-Stikine Regional District	Electoral Area C
Dave Brocklebank	Kitimat-Stikine Regional District	Electoral Area D
Ted Ramsey	Kitimat-Stikine Regional District	Electoral Area E
Tina Etzerza	Kitimat-Stikine Regional District	Electoral Area F
Julie Maitland	Kitimat-Stikine Regional District	Village of Hazelton
Gail Lowry	Kitimat-Stikine Regional District	District of New Hazelton
Terry Marleau	Kitimat-Stikine Regional District	District of Kitimat
Angela Brand-Danuser	Kitimat-Stikine Regional District	District of Stewart
Brian Downie	Kitimat-Stikine Regional District	City of Terrace
Sean Bujtas	Kitimat-Stikine Regional District	City of Terrace
Ocean Rutherford	North Coast Regional District	Electoral Area A
Karl Bergman	North Coast Regional District	Electoral Area C
Evan Putterill	North Coast Regional District	Electoral Area E
Lisa Pineault	North Coast Regional District	Village of Daajing Giids
Barry Cunningham	North Coast Regional District	City of Prince Rupert
Knut Bjorndal	North Coast Regional District	District of Port Edward
Barry Pages (Chair)	North Coast Regional District	Village of Masset
Scott Cabianca	North Coast Regional District	Village of Port Clements

Others Present:

Stacey Tyers	Regional Primary Care Network Manager, Pacific Northwest Division of Family Practice
Michael Hoefer	Executive Director, Capital Planning, Facilities Operations & Logistics, Northern Health
Dr. Jong Kim	Chief Medical Officer, Northern Health

Staff Present:

Alisa Thompson	Executive Director
Marc Schibli	Treasurer

Members Absent:

Sheldon Martin
Herb Pond

Regional District Kitimat-Stikine
North Coast Regional District

Nisga'a Nation
Prince Rupert

Chair Pages called the meeting to order at 11:00 a.m.

APPROVAL OF THE AGENDA:

R057-2025

MOVED/SECONDED that the August 16, 2025 North West Regional Hospital District Agenda be amended to include the late item under New Business a memo from the Minister of Health and that Agenda be adopted as amended.

Carried.

DELEGATIONS & GUESTS:**Stacey Tyers, Regional PCN Manager, Pacific Northwest Division of Family Practice**

Primary Care Networks (PCN) are supportive, clinical networks of local primary care services intended to increase comprehensive care in a geographical area. Partners in the Northwest Division of Family Practice include the Ministry of Health, Family Practice Services Committee, the Pacific Northwest Division of Family Practice, First Nations Health Authority, Northern Health, First Nations Communities and Health Centres, and the overall community. The Pacific Northwest PCN includes Bulkley Valley-Witset, Coast Mountain, Haida Gwaii, Kitimat-Haisla, Nisga'a, and Prince Rupert/Coast Ts'msyen. Not included is Hazelton Rural and Remote Division and the Gitksan Wet'suwet'en.

The recruitment work for Bulkley Valley-Witset is going well and leading the way for other areas. Ms. Tyers reviewed the initiatives in this area. The Smithers Unattached Clinic operates two evenings per week to support patients who do not have a family doctor. The Smithers Maternity Clinic is being developed, with space provided by Northern Health. They aim to reduce the number of visits to the emergency department and are working toward culturally safe care. The Coast Mountain Primary Care Network initiatives were listed, including a Women's Maternity Clinic, several First Nations Led projects (including Tahltan Stikine, Nisga'a, Kitselas, and Kitsumkalum), and Terrace low barrier supports. The Nisga'a Indigenous-led PCN is completely hired out. The PNDFP is developing relationships, meeting people where they are at, and working on delivering wrap-around services.

The Haida Gwaii PCN is First Nations-led and prioritizes Haida laws. They have nurse practitioners in Masset and Skidegate. The Niislaa Naay Healing House Society and the XaaydaGa Dlaang Society hold all health positions and contract out as needed. The Haisla PCN is focusing on increases services to Kitimaat Village. In the Prince Rupert Coast Ts'msyen PCN they have a relatively new program, the Harbourview PCN clinic, and have identified space in the hospital for maternity care.

Ms. Tyers clarified that the rates of people who do not have a physician are likely higher than what the Ministry of Health reports. They base their figures on registrations through the Health Connect Registry but not everyone who is unattached to a doctor is on this registry. The PNDFP is trying not to destabilize the acute care system by stealing from one community to give to another. Physicians are leaving and coming into the region. Patients may not be aware their file has been transferred to another physician. The provincial government has made some significant investments in primary care in the northwest, however there are still gaps, including specialized care.

Dr. Jong Kim, Chief Medical Health Officer, Northern Health – Local Health Service Areas

Dr. Kim provided an overview of Local Health Service Areas and how they were established. They were created to produce standardized geographic areas for population health data. Community Health Service Areas are the most granular areas. They provide data on health outcomes in a region. Immunization rates are an example of the data is used to allow the health authority to provide specific programming in areas that have lower immunization rates. Health Service Areas compare units of communities, considering population demographics, health status, and service utilization.

Northern Health recognizes that people move around to access services so they must look at the larger area as well, so health planning is not siloed within individual areas. Dr. Kim is not aware of any plans of the Ministry to have a boundary review. The issue of boundaries between health authorities is an issue. Shadow populations that might be in an area for an industrial project do not get captured as part of resource planning. Northern Health has had conversations with mayors in the northwest regarding potential impacts from shadow populations. During a project's approval process there is an opportunity to discuss potential impacts. LNG Canada brought in additional health resources, but this is not the case for every project. There is also an underreporting of First Nations' needs. Not only does the northwest have a shadow population but it also has workers who leave the region to work elsewhere.

Michael Hoefer, Executive Director, Capital Planning, Facilities Operations & Logistics, Northern Health – Ksyen Regional Hospital Project Report

Mr. Hoefer reviewed his report which was included in the Agenda. The Kysen Regional Hospital received substantial completion last August and the project is continuing with the decommissioning and removal of the old Mills Memorial Hospital building. The project is expected to be completed December 2025, seven months ahead of the original schedule. The first layer of asphalt has been laid, and landscaping is underway. PCL is undertaking the additional work required by the City of Terrace regarding the temporary parking which was installed to address parking shortages while the old building was still present. The original landscaping will be restored but the area will be reserved as a snow dump area in the winter months.

ADOPTION OF MINUTES:

Presented were the Minutes of the May 10, 2025 Regular North West Regional Hospital District.

R058-2025 MOVED/SECONDED that the Minutes of the May 10, 2025 Regular North West Regional Hospital District Meeting be adopted as presented.

Carried.

CORRESPONDENCE:

Stacey Tyers, Regional PCN Manager, Pacific Northwest Division of Family Practice

Dr. Jong Kim, Chief Medical Health Officer, Northern Health – Local Health Service Areas

Michael Hoefer, Executive Director, Capital Planning, Facilities Operations & Logistics, Northern Health – Ksyen Regional Hospital Project Report

R059-2025 MOVED/SECONDED that the presentations from the Pacific Northwest Division of Family Practice, from Northern Health regarding Local Health Service Areas, and the update from Northern Health regarding the Ksyen Regional Hospital Project be received.

Carried.

Stikine Pharmacy Services Review

Mr. Hoefer provided a brief update regarding the Stikine Pharmacy Services review. A meeting is scheduled for the fall to look at partnerships to find solutions to access pharmacy services. Northern Health is actively working on this. Director Etzerza believes a pharmacy located in the clinic is the ideal solution. Northern Health would need cooperation with a private provider to arrange that. There was a suggestion regarding the charter flights that the mines bring daily. While they would not be able to transport medical samples they could be asked to bring medications. At the next NWRHD there will be more information to report to the board.

R060-2025 MOVED/SECONDED that the Stikine Pharmacy Services Review be received.

Carried.

Correspondence from Ted Patterson, Assistant Deputy Minister, Ministry of Health, dated July 7, 2025 re: reducing barriers for US Trained Nurses and Doctors

R061-2025 MOVED/SECONDED that the correspondence from the Assistant Deputy Minister of the Ministry of Health regarding reducing barriers for US Trained Nurses and Doctors be received.

Carried.

REPORTS:

Nisga'a Lisims Government Bylaw Request

The Nisga'a Lisims Government requested funding for six projects in all four health centres. They are seeking a 40% contribution to these projects. The total request is for \$62,992.28 from the North West Regional Hospital District. The projects are:

- \$31,098.40 for Camera System Upgrades at the Gitwinksihlkw, Laxgalts'ap, and Gingolx Health Centres;
- \$5,451.92 for an HVAC Compressor for the Aiyansh Health Centre;
- \$1,543.68 for a Generator Block Heater at the Laxgalts'ap Health Centre;
- \$5,992.80 for a hot water tank for the Laxgalts'ap Health Centre;
- \$6,905.48 for security system upgrades at all four health centres; and
- \$12,000 for kitchen, admin floor and cabinet replacement at the Aiyansh Health Centre.

The request is within the total budgeted for Nisga'a Lisims Government projects in 2025.

R062-2025 MOVED/SECONDED the North West Regional Hospital District Board consider the following bylaw in the bylaw section of this meeting:

North West Regional Hospital District Capital Expenditure Bylaw No. 200.

Carried.

Report from the Treasurer: 2025 Mid-Year Budget Update

The Treasurer presented an update on the budget for 2025, including a summary of the 2025 budget, year-to-date financial activities, and 2024 actuals for comparison. Most of the NWRHD revenues are from property tax requisitions, and the remaining revenue is from investment returns and grants-in-lieu of taxes. Approximately 47% of the annual expenditures have been recorded at

this point in the year. \$2.3 million of debt payments have been made, and the remaining budgeted amount will be paid later in the fall. Both administration and board expenditures are trending towards being under budget by the end of the year.

Northern Health has been paid \$1.86 million (out of the \$10.9 million budgeted) for Equipment and Minor Capital Projects as of August 7, 2025. Most of this amount has been for previously approved projects. Their annual grant request for Global Equipment, Building Integrity, and Information Technology Projects has been fully expended.

Regarding Major Projects, the final payment for the Ksyen Regional Hospital has been paid. The NWRHD has paid over \$2 million for the Prince Rupert Regional Hospital Emergency Department renovation, and approximately \$100,000 towards the Kitimat Dementia House Project. So far in 2025, the NWRHD board has committed bylaws totaling \$5.44 million for Northern Health projects. This is over the \$5,024,000 that was budgeted, with the remaining amount coming from a contingency included in the budget.

The budgeted reserve contribution of \$5.5 million at year end will bring the total reserve balance to \$9 million, plus any revenues from investments. This reserve is needed to contribute to future projects and provides long-term stability.

There was a question about cruise ship passengers accessing medical treatment at the Prince Rupert Regional Hospital and then leaving with an outstanding bill. This occasionally happens with international hunters and fishers as well. Mr. Hoefer was asked for an update on the Prince Rupert Regional Hospital Emergency Department renovation. It will be completed this fall. Northern Health is actively moving to the move and transition planning phase.

R063-2025 MOVED/SECONDED that the 2025 Mid-Year Budget Update be received for information.

Carried.

Meeting with Northern Health at UBCM

The Board identified the following topics for discussion at the meeting with Northern Health at the Union of BC Municipalities. The replacement of the Bulkley Valley District Hospital is the NWRHD's top priority. Other topics include the need for a Long-term Care Facility in Hazelton, physician and health care worker recruitment and retention, and access to addiction supports. The board would like to discuss how Northern Health prioritizes projects and how community fundraising is determined and accessed to support health care in the region.

R064-2025 MOVED/SECONDED that staff request a meeting with Northern Health at the Union of BC Municipalities to discuss the following:

- Bulkley Valley District Hospital Replacement;
- Long-Term Care Facility in Hazelton;
- Physician and Health Care Worker Recruitment;
- Access to Withdrawal Management Services; and
- Resource Priorities and Community Fundraising.

Carried.

Directors' Report

R065-2025 MOVED/SECONDED that the Directors' Report dated August 16, 2025 be received.

Carried.

BYLAWS:

Introduced and presented for three readings and adoption was the North West Regional Hospital District Capital Expenditure Bylaw No. 200, 2025.

- R066-2025 MOVED/SECONDED that the North West Regional Hospital District Capital Expenditure Bylaw No. 200, 2025 be read for a first and second time by title only and passed in its first and second readings.
Carried.
- R067-2025 MOVED/SECONDED that the North West Regional Hospital District Capital Expenditure Bylaw No. 200, 2025 be read for a third time by title only and passed in its third reading.
Carried.
- R068-2025 MOVED/SECONDED that the North West Regional Hospital District Capital Expenditure Bylaw No. 200, 2025 be adopted.
Carried.

NEW BUSINESS:**Director Putterill, Medical Imaging in the Northwest**

Medical imaging is necessary for modern medical treatment. Many communities rely on public fundraising initiatives to raise the capital for this vital equipment. Director Putterill clarified that industrial partners providing financial support for capital projects is a different situation than a community organization fundraising to meet a need in the community. In Haida Gwaii there is a need for a CT scanner. Northern Health has the staffing resources to operate the equipment but they require the communities there to fundraise for it. This is a Provincial and RHD responsibility, not a local government or community responsibility. There should be a coordinated approach to capital projects, and having a CT scanner and modern equipment plays a role in employee recruitment and retention. There was a discussion about Northern Health's policies around the level of service they provide to various communities.

- R069-2025 MOVED/SECONDED that the prioritization and funding of capital projects be referred to staff to research and report back.
Carried.

Director Pineault summarized the letter from Minister Osborne, which was sent to Mayors. There are already a considerable number of responsibilities downloaded onto local governments. The recruitment of health care workers would cost more than many small local governments can afford, and if they did hire a coordinator to do this work, it would result in other projects not getting funded.

Correspondence from Josie Osborne, Minister of Health, dated August 6, 2025 re: Partnering to Strengthen Health Care Recruitment

- R070-2025 MOVED/SECONDED that the correspondence from the Minister of Health regarding partnering to strengthen health care recruitment be deferred to the November 22, 2025 meeting.
Carried.

Next Meeting is Saturday, November 22, 2025 at 11 a.m.

INFORMATION ONLY:

- R071-2025 MOVED/SECONDED that news articles provided for information on this Agenda be received.
Carried.

CLOSED:

R072-2025 MOVED/SECONDED that:

This Meeting be closed to the public as the subject matters being considered relates to 226 (1) of the Local Government Act and the following Sections of the Community Charter:

- Section 90(1)(j) of the Community Charter – 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;
- Section 90(1)(k) of the Community – 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.

Carried.

The meeting moved In-Camera at 1:20 p.m.

The open meeting resumed at 1:50 p.m.

RISE AND REPORT FROM THE CLOSED BOARD MEETING:

The following resolution and supporting material from that report was to be released from the Closed Board meeting:

MOVED/SECONDED that the report from Administration dated August 16, 2025 regarding Directors' Report from the May 10, 2025 Closed Meeting be received.

ADJOURNMENT:

R073-2025 MOVED/SECONDED that the meeting be adjourned.

Carried.

Chair Pages adjourned the meeting at 1:50 p.m.

DULY APPROVED:

CERTIFIED CORRECT:

Chair

Executive Director



Policy Manual

(Administrative Fairness Policy Customer Service Policy Procedure & Appeal)

PREPARED BY:

Administrator

AUTHORIZED BY:

Council

DATE OF ISSUE OR**REVISION:**

November 3/98

RESOLUTION NO. 4243/98

PURPOSE

The District of New Hazelton seeks to maximize service to our customers. Through this Administrative Fairness policy, a mechanism is established to provide for appropriate and timely review of decisions and recommendations. It is important to the District of New Hazelton to have this policy as part of quality assurance and good service to the public. A copy of this policy will be provided to members of the public upon request. Any member of the public who questions the manner in which a decision may be reviewed should also be provided with a copy of this policy in addition to any other relevant information.

APPLICATION

The administrative Fairness policy applies to all staff and those non-Council committees and commissions which have decision making and/or recommendation responsibility to Council. Excluded from this policy are those functions for which there is either a statutory prescribed appeal process or prohibition to local review of the decision, such as the Board of Variance, and Subdivision Approving Officer authority. Also excluded from this policy are those functions which are outside the jurisdiction of the local government. The Freedom of Information and Privacy Act may have a potential effect on this policy.

PROCEDURE

Administrative procedure for handling complaints regarding administrative practices processes and procedures.

1. Receipt of a Complaint**a) Informal Complaint**

Where a public complaint (either verbal or written) is made against a staff decision and cannot be resolved by the decision maker, the complainant should be directed to the supervisor of the person or department from which the complaint has been generated. The supervisor will attempt to resolve the matter in consultation with the decision maker and the complainant. If it cannot be resolved, the complaint should be formalized. The complaint shall remain confidential as well as the complainant's identity.

Where a complaint is made against a decision of a committee or commission, the complainant should be directed to the Chief Administrative Officer (CAO) who will attempt to resolve the matter in consultation with the Chair of the appropriate body and the complainant.

b) Formal Complaint

The complaint should be in writing to the CAO of the Municipality and be on a form provided by the local government or in another written form and must state the nature of the complaint and the name, address and telephone number of the complainant. The complaint shall remain confidential as well as the complainant's identity.

Because some complainants may have difficulty with written communication or may be unable to travel, the complainant will be given the option of submitting concerns in person, by telephone or in writing or some combination of these, however, any allegation of serious impropriety must be in writing.

2. Record Keeping

An Administrative fairness review file should be established and maintained for all formal complaints received under this Administrative Fairness Policy. The file should contain a copy of formal complaint, notes summarizing any meetings held to attempt to informally resolve the complaint and documentation arising from each stage of the formal process of appeal.

3. Processing of Formal Complaints

a) Acknowledgement

The complaint is first reviewed by the Chief Administrative Officer, who will acknowledge in writing the receipt of the complaint and will describe to the complainant the various review stages and the appeal process, as well as the time when the complainant may expect to receive a reply.

b) Stage One – Referral / Review

The complaint is then referred to the individual(s) or committee whose decision precipitated the complaint and the immediate supervisor of that Person(s) for review. The immediate supervisor is required to invite the complainant to discuss the concerns. Upon completion of the review, the results will be conveyed in writing to the complainant, including reasons for the decision, as well as any legal, legislative, or policy restriction which may have affected the decision. The results should also be copied to the CAO.

The complainant should be advised at this time that if they are not satisfied with the results the matter can be referred to the next review stage.

c) Stage Two – Review by Chief Administrative Officer (CAO)

Where the complaint has not been resolved by previous steps, the complaint will be reviewed by the CAO who will invite the complainant and staff or committee to discuss the concerns. Upon completion of this review, the results will be conveyed in writing by the CAO to the complainant, including the reasons for the decision, as well as any legal, legislative or policy restrictions which may have affected the decision. The complainant should be advised at this time that if they are not satisfied with results, an appeal can be made.

4. Appeals

In the event the complainant is not satisfied with the efforts of the CAO to address the complaint, the complainant may file a further complaint with the Council, which must be in writing, and the local government authority must conduct a review "in camera".

Local Authority Review

- a) When conducting a review, the Council must give reasonable and timely notice to all persons; including the CAO and the complainant, who might be affected by the review process. All supporting information shall be provided to the local government authority. There may be circumstances where a complainant would prefer to make only a written submission.
- b) The complainant and CAO shall appear before the Council. However, if the complainant is not comfortable appearing in a formal setting, at the request of the Complainant, discussions may be held informally.
- c) The decision of Council in respect of the review should be made reasonably promptly in all circumstances.
- d) The decision shall be confirmed in writing, outlining the reasons for the decision and noting any legislative, bylaw or policy restrictions affecting the decision. The decisions will also be copied to the staff member and the supervisor.
- e) The complainant should be advised at this time that if they are not satisfied with the results, the matter can be referred to the Office of the Ombudsman.

ADMINISTRATION FAIRNESS POLICY

Revision/Review Log

Review: Every five years or as required.

Revision Date	Comments
November 3, 1998	Policy created for presentation to Council. Approved by Resolution No. 4243/98.
August 12, 2025	Added Revision/Review log and added review date. Updated font and formatting, added logo and checked for any necessary updates – no major changes to content of policy.



Policy Manual

(Asset Management Policy)

PREPARED BY:

Administration

AUTHORIZED BY:

Council

DATE OF ISSUE OR**REVISION:**

March 3, 2025

RESOLUTION NO.8379/25

ASSET MANAGEMENT POLICY STATEMENT

Asset management is a broad strategic framework that encompasses many disciplines and involves the entire organization. The term asset management, as used in this document, is defined as *“the application of sound technical, social, cultural, and economic principles that considers present and future needs of users, and the service from the asset”*. This framework considers the delivery of sustainable community services while integrating local, historic and traditional knowledge, land use practices, and climatic considerations into asset management planning and decision-making processes where applicable.

The District of New Hazelton will utilize sound asset management practices across the organization in a systematic and coordinated way. This ensures that the District’s assets are maintained at a level that supports the delivery of sustainable community services, reflecting the long-term strategic goals of the organization, including infrastructure re-investment and financial stability. The District seeks to enhance its Asset Management Program while fostering a positive relationship with Indigenous Communities by prioritizing meaningful consultation and engagement, and respecting Indigenous knowledge and land rights, where appropriate.

Municipal assets assigned to all Council include:

- Sustain existing infrastructure to an optimal level;
- Expand infrastructure as needed to support growth;
- Support the on-going management of our assets that support core community services;
- Explore municipal natural assets initiative;
- Retain, support and invest in staff resources; and
- Continue to work with staff to achieve strategic priorities.

As part of our policy, staff and council are committed to:

- Working to establish effective two-way communication with our Wet’suwet’en and Gitxsan neighbours to advance government-to-government relations under the Truth and Reconciliation banner. We plan to invest in future activities to benefit our communities;
- Maintaining and managing infrastructure assets at defined levels to support public safety, community well-being and community goals;
- Monitoring standards and service levels to ensure that they meet/support the District’s goals and objectives;

- Developing and maintaining asset inventories of all its infrastructures;
- Establishing infrastructure replacement strategies through the use of full life-cycle costing principles;
- Planning financially for the appropriate level of maintenance of assets to deliver service levels and sustain the useful life of its assets;
- Planning and working toward providing stable long-term funding to replace, renew, or decommission infrastructure assets as required;
- Considering and incorporating asset management in its other corporate plans, where appropriate and applicable; and
- Through its Annual Report, the District of New Hazelton will report to residents regularly on the status and performance of work related to the implementation of this asset management policy.

The District's assets include but are not limited to our transportation network, reliable water distribution network, safe and reliable sewage collection and treatment systems, reliable information technology systems, vehicle and equipment fleet, accessible parks, recreation, and civic facilities.

Though these assets age and deteriorate, by using sound asset management practices, the District and the community can be assured that the assets meet performance levels, are used to deliver the desired service in the long term and are managed for present and future users.

This policy is to articulate the District's commitment to asset management, and guides staff and Council in making sound decisions through the use of its Asset Management Plan and Policy. In doing so, this policy also outlines how asset management is to be integrated within the organization in such a way that it is coordinated, cost effective, and organizationally sustainable. This policy also demonstrates to the community that the District is exercising good stewardship and is delivering affordable services while considering its legacy to future residents.

Staff will implement the policy through the development and use of the Asset Management Plan and its policy, guidelines and practices. The performance of asset management is organization specific, reflective of existing infrastructure, knowledge, technologies, and available tools. This plan is continually evolving as a living document for which Council has delegated the responsibility of guidelines and practices to staff.

POLICY PRINCIPLES, GUIDELINES, AND INTEGRATION

The key principles of the Asset Management Policy are outlined in the following list.

The District of New Hazelton shall:

- make informed decisions, identifying all revenues and costs (including operation, maintenance, replacement, and decommission) associated with infrastructure asset decisions, including additions and deletions. Trade-offs should be identified, articulated and evaluated, and the basis for the decision recorded;
- integrate corporate, financial, business, technical, and budgetary planning for infrastructure assets;
- establish organizational accountability and responsibility for asset inventory, condition, use and performance;
- consult and engage with our First Nation neighbours and other stakeholders where appropriate;
- define and articulate service, maintenance, and replacement levels and outcomes;
- use available resources effectively;
- manage assets to be sustainable;

- minimize total life-cycle costs of assets;
- consider environmental goals;
- consider social and sustainability goals;
- minimize risks to users and risks associated with failure;
- pursue best practices where available; and
- report the performance of its Asset Management Program through the District's Annual Report.

Context and Integration of Asset Management

The context and integration of asset management throughout the District's lines of business is typically formalized through references and linkages between corporate documents. Where possible and applicable, Council and staff will consider this policy and integrate it in the development of corporate documents such as their:

- Strategic Plan;
- Capital and Financial Plan encompassing Operational Plans and budgets (including vehicle and fleet plans and budgets);
- Annual reports;
- Design criteria and specifications;
- Infrastructure servicing, management and replacement plans;
- Community social plans;
- Parks and recreation plans; and
- Facility plans.

KEY ROLES FOR MANAGING THE ASSET MANAGEMENT POLICY

The District's policies are approved by Council. While staff, public and other agencies may provide input on the nature and text of the policy, Council retains the authority to approve, update, amend or rescind policies.

Role	Responsibility
Identification of issues, and development of policy updates	Council and staff
Establish levels of service	Council, staff and public
Exercise stewardship of assets, adopt policy and budgets	Council
Implementation of policy	Chief Administrative Officer and staff
Development of guidelines and practices	Chief Administrative Officer and staff
On-going review of policies	Council and staff

Implementation, Review and Reporting of Asset Management Work

The implementation, review and reporting back regarding this policy shall be integrated within the organization. Due to the importance of this policy, the District's Asset Management Program shall be reported annually to the community through its Annual Report, and implementation of this policy reviewed by Council at minimum, every two years.

Specific Actions and Timelines for the District's Asset Management Roadmap are identified separately and updated regularly by District staff.

ASSET MANAGEMENT POLICY

Revision/Review Log

Revision: Every two years or as required.

Revision Date	Comments
March 03, 2025	Policy created for presentation to Council. Approved by Council with minor grammatical changes by Resolution No. 8379/25
August 13, 2025	Added Revision/Review log and added review date. Updated font and formatting, added logo and checked for any necessary updates – no major changes to content of policy.



Policy Manual

(Asset Retirement Obligations)

PREPARED BY:

Administration

AUTHORIZED BY:

Council

DATE OF ISSUE OR

REVISION

March 4, 2024

RESOLUTION NO. 8276/24

PURPOSE

Existing laws and regulations require public sector entities to take specific actions to retire certain tangible capital assets at the end of their useful lives. This includes activities such as removal of asbestos and retirement of landfills. Other obligations to retire tangible capital assets may arise from contracts or court judgments, or lease arrangements.

The objective of this Policy is to stipulate the accounting treatment for asset retirement obligations (ARO) so that users of the financial report can discern information about these assets, and their end-of-life obligations.

DEFINITIONS

Accretion expense is the increase in the carrying amount of a liability for asset retirement obligations due to the passage of time.

Asset retirement activities include all activities related to an asset retirement obligation. These may include, but are not limited to:

- decommissioning or dismantling a tangible capital asset that was acquired, constructed, developed, or leased;
- remediation of contamination of a tangible capital asset created by its normal use;
- post-retirement activities such as monitoring; and
- constructing other tangible capital assets to perform post-retirement activities.

Asset retirement cost is the estimated amount required to meet the asset retirement obligations.

Asset retirement obligation is a legal obligation associated with the retirement of a tangible capital asset.

Retirement of a tangible capital asset is the permanent removal of a tangible capital asset from service. This term encompasses sale, abandonment, or disposal in some other manner but not its temporary idling.

POLICY APPLICATION

This Policy applies to all departments falling within the reporting entity of the District of New Hazelton (the District) that possess asset retirement obligations including:

- assets with legal title held by the District;
- assets controlled by the District; and
- assets that have not been capitalized or recorded as a tangible capital asset for financial statement purposes.

Asset retirement obligations result from acquisition, construction, development, or normal use of the asset. These obligations are predictable, likely to occur, and unavoidable.

Asset retirement obligations are separate and distinct from contaminated site liabilities. The liability for contaminated sites is normally resulting from unexpected contamination exceeding

the environmental standards. Asset retirement obligations are not necessarily associated with contamination.

Appendix A provides a decision flow chart with respect to the application of PS3280.

POLICY REQUIREMENTS

1.1 RECOGNITION

A liability will be recognized when, as at the financial reporting date:

- there is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- the past transaction or event giving rise to the liability has occurred;
- it is expected that future economic benefits will be given up; and
- a reasonable estimate of the amount can be made.

A liability for an asset retirement obligation cannot be recognized unless each of the criteria above are satisfied.

The estimate of the liability will be based on requirements in existing agreements, contracts, legislation or legally enforceable obligations, and technology expected to be used in asset retirement activities.

The estimate of a liability will include costs directly attributable to asset retirement activities. Costs will include post-retirement operation, maintenance, and monitoring that are an integral part of the retirement of the tangible capital asset. Directly attributable costs will include, but are not limited to: payroll and benefits, equipment and facilities, materials, legal and other professional fees, and overhead costs directly attributable to the asset retirement activity.

Upon initial recognition of a liability for an asset retirement obligation, the District will recognize an asset retirement cost by increasing the carrying amount of the related tangible capital asset (or a component thereof) by the same amount as the liability.

Where the obligation relates to an asset which is no longer in service, and not providing economic benefit, or to an item not recorded by the District as an asset, the obligation is expensed upon recognition.

The capitalization thresholds will also be applied to the asset retirement obligations to be recognized within each of those asset categories.

1.2 SUBSEQUENT MEASUREMENT

The asset retirement costs will be allocated to accretion expense in a rational and systemic manner (straight-line method) over the useful life of the tangible capital asset or a component of the asset.

The discount rate applied shall be based on the MFA borrowing rate for the term that coincides with the projected recognition date of the liability.

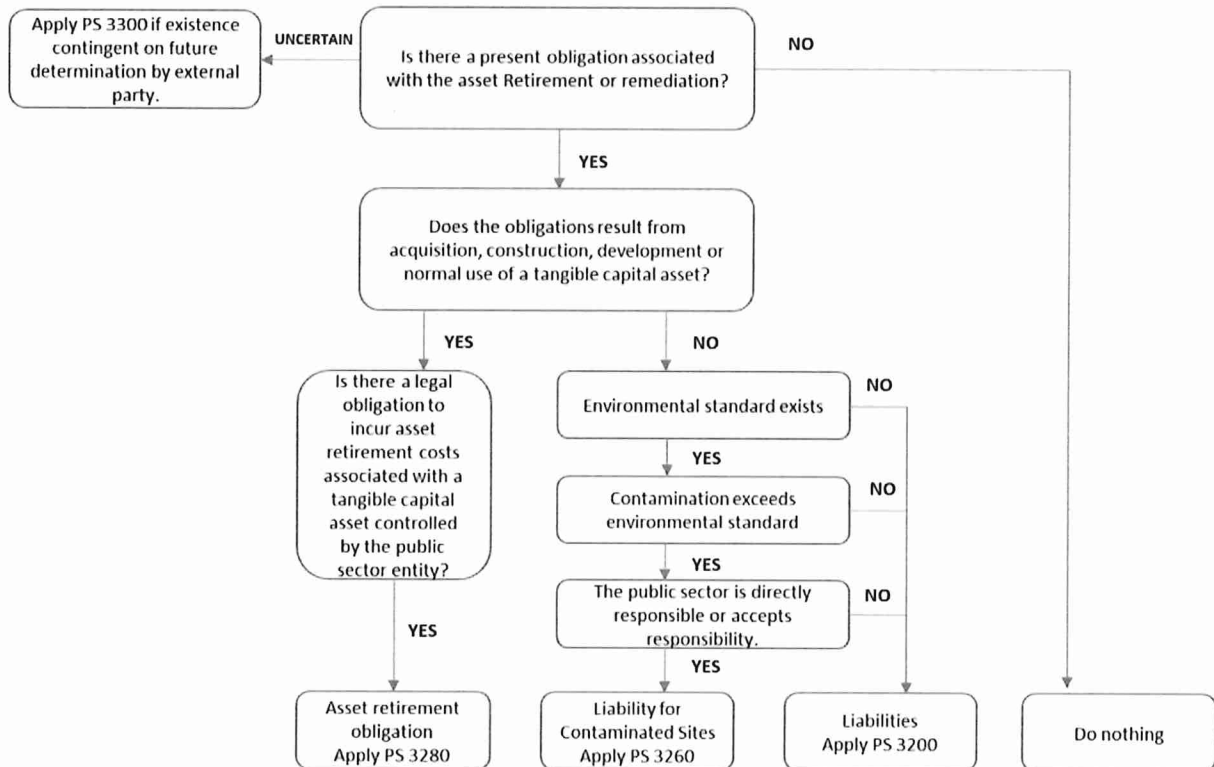
On an annual basis, the existing asset retirement obligations will be assessed for any changes in expected cost, term to retirement, or any other changes that may impact the estimated obligation. In addition, any new obligations identified will also be assessed.

1.3 ROLES AND RESPONSIBILITIES

- **Departments** are required to:
 - Communicate with the Chief Financial Officer on retirement obligations, and any changes in asset condition or retirement timelines;
 - Assist in the preparation of cost estimates for retirement obligations;
 - Inform Chief Financial Officer of any legal or contractual obligations at inception of any such obligation.
- **Senior Administration** will implement the asset retirement obligation policy in accordance with the legal obligation of the Federal and Provincial legislation.
- **The Chief Financial Officer** is responsible for the development of and adherence to policies for the accounting and reporting of asset retirement obligations in accordance with Public Sector Accounting Board section 3280. This includes responsibility for:
 - Reporting asset retirement obligations in the financial statements of the District and other statutory financial documents;
 - Monitoring the application of this Policy;
 - Managing processes within the Tangible Capital Asset accounting system; and
 - Investigating issues and working with asset owners to resolve issues.

APPENDIX A

Decision tree - Scope of applicability



ASSET RETIREMENT OBLIGATIONS POLICY

Revision/Review Log

Revision: Every two years or as required.

Revision Date	Comments
March 04, 2024	Policy created for presentation to Council. Approved by Resolution No. 8276/24.
August 13, 2025	Added Revision/Review log and added review date. Updated formatting, added logo and checked for any necessary updates – no major changes to content of policy.



Policy Manual

(Brushing Maintenance)

PREPARED BY:

Administration

AUTHORIZED BY:

Council

DATE OF ISSUE OR**REVISION:**

August 8, 2016

RESOLUTION NO. 7502/16

Council and staff recognize the need to protect the nesting habitats of small birds within the boundaries of the District of New Hazelton.

Therefore:

1. No brushing will take place by District employees within the District of New Hazelton boundaries between the months of April and July of each year with the exception of an emergency situation;
2. The Public Works Superintendent, Chief Administrative Officer, or designate will determine what is considered to be an emergency situation; and
3. Should an emergency situation arise, every precaution will be taken to ensure that no nesting sites are disturbed during brushing.

BRUSHING MAINTENANCE POLICY

Revision/Review Log

Review: Every five years or as required.

Revision Date	Comments
August 8, 2016	Policy created for presentation to Council. Approved by Resolution No. 7502/16.
August 12, 2025	Removed the year "2015" under number 1, replaced with "of each year" and added revision/review log and review date. Updated formatting and added logo. No major changes to content.



Policy Manual

(Building Bylaw Enforcement Policy)

PREPARED BY:

Brian Fassnidge

AUTHORIZED BY:

Council

DATE OF ISSUE OR

REVISION:

September 5/95
RESOLUTION NO. 3759/95

The **Building Inspector** is to administer the **Building Bylaw No. 370**.

The time frames laid out in this policy are to be followed as closely as possible, but we understand that other duties may cause some reasonable delays.

1. If construction without a permit is suspected, the Building Inspector will, subject to availability of manpower and subject to other budgetary constraints:
 - Visit the site to investigate the possible infraction;
 - If an infraction has occurred, the Building Inspector will immediately issue a **STOP WORK ORDER** and a written verbal request to apply for a Building Permit; and
 - If the builder refuses to respect the Stop Work Order, the Building Inspector will refer the matter to Council for instructions on what further actions to pursue.
2. If work covered by a valid permit is proceeding, but the required inspections are not requested, the Building Inspector shall, subject to availability of manpower and subject to other budgetary constraints:
 - Send a letter to the permit holder reminding him of his responsibility to request inspections as outlined in the Building Permit.
 - If the Building Inspector does not receive information on the permitted construction, the site will be visited to determine if a required inspection has been missed.
 - If a required inspection has been issued, the Building Inspector will immediately issue a Stop Work Order suspending the permit.
 - i. The suspension shall remain in effect until the permit holder satisfies the Building Inspector that the uninspected work satisfies Bylaw No. 370 requirements.
 - ii. Failure to abide by the Stop Work Order Will result in revoking the permit and the Building Inspector will immediately refer the matter to Council for direction on what further action to pursue.

BUILDING BYLAW ENFORCEMENT POLICY

Revision/Review Log

Review: Every five years or as required.

Revision Date	Comments
Sept 5, 1995	Policy created for presentation to Council. Approved by Resolution No. 3759/95.
August 12, 2025	Updated to site Building Bylaw No. 370. Updated font and formatting. Added revision/review log and review date. No major changes to content.



Policy Manual

(Building Inspection)

PREPARED BY:

Brian Fassnidge

AUTHORIZED BY:

Council

DATE OF ISSUE OR**REVISION:**

Dec 5/95

RESOLUTION NO. 3793/95

Time and manpower constraints require that the following construction or building activities by property owners or their agents not be subject to building permit and inspection as set out in Bylaw 370.

Roof Removals

Condition of roof sheathing, trusses and overhangs cannot be seen by inspection without continuous inspection. Accordingly, roof renewals will not be inspected.

Fencing

Zoning Bylaw sets out height restrictions applying to fencing, as well as the type of fencing required in certain circumstances. The District cannot determine the proper placement of fencing on a property and thus fencing will not be inspected.

Garden Sheds, etc.

Structures with a floor area of less than 10 m² are exempted from the BC Building Code unless in a high hazard area. The District will not inspect exempted structures.

BUILDING INSPECTION POLICY

Revision/Review Log

Review: Every five years or as required.

Revision Date	Comments
December 5, 1995	Policy created for presentation to Council. Approved by Resolution No. 3793/95.
August 13, 2025	Updated to site Building Bylaw No. 370. Updated formatting and logo. Added revision/review log and review date. No major changes to content.



Policy Manual

(Building Inspector)

PREPARED BY:

Administration

AUTHORIZED BY:

Council

DATE OF ISSUE OR

REVISION:

December 6/82

RESOLUTION NO. 319/82

Building Inspector's application for membership to the Building Inspector's Association be paid for by the District if service is for a period of six months.

BUILDING INSPECTOR POLICY

Revision/Review Log

Review: Every five years or as required.

Revision Date	Comments
December 6, 1982	Policy created for presentation to Council. Approved by Resolution No. 319/82.
August 13, 2025	Updated font, formatting and logo and added revision/review log and review date. No major changes to content.



Policy Manual

(Bylaw Enforcement)

PREPARED BY:

Council

AUTHORIZED BY:

Council

DATE OF ISSUE OR

REVISION:

November 5, 2007

RESOLUTION NO. 6503/07

In some instances, the District is notified of bylaw infractions by citizen complaints. This is the first step in the bylaw enforcement process.

- *It shall be the policy of the District of New Hazelton that the source of a complaint and any personal information given to the District while investigating the complaint will be held in confidence and will be used only to determine the validity of the complaint and the alleged offender's response excepting that the source of the complaint may be revealed if the matter goes to court and the complainant is required to testify.*

Both Complainants and Responders should be informed that any personal information they may give the District may be subject to disclosure by order of the BC Information and Privacy Commissioner.

BYLAW ENFORCEMENT POLICY

Revision/Review Log

Review: Every five years or as required.

Revision Date	Comments
November 5, 2007	Policy created for presentation to Council. Approved by Resolution No. 6503/07
August 13, 2025	Updated logo, formatting, and font. Added revision/review log and review date. No major changes to content.



Policy Manual

(Condolences)

PREPARED BY:

Council

AUTHORIZED BY:

Council

DATE OF ISSUE OR**REVISION:**

August 18/08

RESOLUTION NO. 6664/08

When a long-time resident or a resident well known to our organization passes away, the District of New Hazelton will send a condolence card to the spouse and/or family.

The card will be signed on behalf of the Council and Residents of New Hazelton.

CONDOLENCES POLICY

Revision/Review Log

Review: Every five years or as required.

Revision Date	Comments
August 18, 2008	Policy completed for presentation to Council. Policy approved by Council Resolution No. 6664/08
August 13, 2025	Policy reviewed for changes. Updated font and formatting, added Revision/Review log and review date. Revised name from Condolence Letter to Condolences. No major changes to content.



Policy Manual

(Confidentiality and Privacy)

PREPARED BY:

Administration

AUTHORIZED BY:

Council

DATE OF ISSUE OR

REVISION:

June 1, 2020

RESOLUTION NO. 7958/20

District of New Hazelton employees are, by nature of their employment, often recipients of, or have access to confidential and/or sensitive materials or information. Without limiting the public's rights and freedom of access to information, certain information received or held by District employees must be treated in confidence.

To ensure that confidentiality is maintained by providing District employees with direction to identify and handle confidential or sensitive information:

All employees, as a condition of employment, must sign a Confidentiality Agreement as attached to this policy. This is a statement that they will not divulge or use to their advantage confidential information obtained as a result of employment with the District of New Hazelton. This Confidentiality Agreement covers the term of employment as well as after termination of employment.

Categories of information which must be treated as confidential include, but are not limited to the following categories:

- Matters discussed at, or actions arising out of, Closed Council or Committee meetings are confidential until they have been acted on at a regular public meeting of Council or authorized for release by Council resolution;
- Any matters in litigation or under review by District solicitors for possible litigation;
- Property purchase details while in negotiations;
- Personnel records in relation to employee pay rates, job performance, sickness, personal problems, job interview details, application status or resume. This does not limit recommendations being made regarding employees' suitability of employment with another employer;
- Names or other personal information of persons making formal complaints to the District;
- Tenders/quotations until they have been formally adopted by Council, or in the case where they fall under the purchasing authority of staff, until the results have been released by the staff person responsible;
- Personal or financial information about employees, citizens or businesses;
- Any materials that Mayor and Council have deemed to be confidential, even though there has not been a Closed meeting;

- Any materials required to be confidential under the Community Charter or Local Government Act, or any other relevant government act; and
- Certain types of personal information may be disclosed under certain conditions, including but not limited to the following:
 - Information required for tax searches by qualified solicitors, notaries, registry services or mortgage companies;
 - Information required by another government agency or company for the effective provisions of a municipal service;
 - Information required by third parties with the consent of the employee, citizen or business;
 - Any information where disclosure is required by law, following the District's current Freedom of Information practices; and
 - Personnel records required for benefits administration.

Failure to comply with the terms of this policy will result in disciplinary actions.

Attachment: Confidentiality Agreement

**DISTRICT OF NEW HAZELTON
CONFIDENTIALITY AGREEMENT**

IN CONSIDERATION of my employment with the District of New Hazelton, I hereby solemnly promise, covenant and agree as follows:

1. I will honestly and faithfully conduct myself and diligently perform all the duties delegated to me while in the employ of the District of New Hazelton;
2. I will observe the strictest confidentiality with regard to all the business and affairs of the District and of its officers which shall be disclosed to me or which may come to my knowledge, and I will not divulge any information concerning the same unless expressly authorized to do so by the Chief Administrative Officer or Designate pursuant to applicable statutes, regulations, bylaws and/or policy and, without restricting the generality of the foregoing, I will not, either during or after termination of my employment with the District, use or disclose any person, form or corporation any information relating to any transactions of the District whether with its customers, correspondents, elected officials, employees or otherwise.

RATIFICATION

Being of the Age of Majority under the laws of the jurisdiction referred to below where I reside and am employed by the District, **I HEREBY RATIFY AND CONFIRM** the above Confidentiality Agreement and declare the same to be binding on me.

RECEIPT of a copy of this Agreement is hereby acknowledged.

Date at the District of New Hazelton, British Columbia

This ____ day of _____, 20____

Employee Name: _____

Signature: _____

Witness Name: _____

Witness Signature: _____

CONFIDENTIALITY & PRIVACY POLICY

Revision/Review Log

Review: Every five years or as required.

Revision Date	Comments
June 1, 2020	Policy created for presentation to Council. Approved by Resolution No. 7958/20.
August 13, 2025	Updated font and formatting. Added logo, review/revision log and review date. No major changes to content.



Policy Manual

(Council Code of Conduct)

PREPARED BY:

Administration

AUTHORIZED BY:

Council

**DATE OF ISSUE OR
REVISION**November 3, 2017
RESOLUTION NO. 7695/17**PURPOSE:**

The District of New Hazelton (the District) seeks to maintain and enhance the quality of life for all residents through effective, responsible, ethical and transparent government. The purpose of this guideline is to establish standards of conduct expected and required of all District Council members, consistent with this objective.

The following standards are not intended to be exhaustive. Members will not assume that any unethical activities or behavior not covered by or specifically prohibited by this Code are condoned.

GUIDELINES:**1. Act in the Public Interest**

Recognizing that the District seeks to maintain and enhance the quality of life for all District residents, Council members will conduct their business with the highest standard of integrity, in a fair, honest and open manner.

2. Duty of Loyalty

Council members have a duty of loyalty to the District. They must act honestly and in good faith and place the interests of the District ahead of their own private interests. Members are expected to maintain and contribute to the positive image and credibility of the District.

3. Comply with the Law

Council members will comply with all applicable federal, provincial and local laws in the performance of their public duties. These laws include, but are not limited to:

- a) the Constitution Act;
- b) the Provincial Human Rights Code;
- c) the Criminal Code;
- d) the Community Charter;
- e) the Local Government Act;
- f) laws pertaining to financial disclosures and employer responsibilities; and
- g) District of New Hazelton bylaws and policies.

4. Respect for Process

Council members will perform their duties and responsibilities in accordance with the policies and procedures and rules of order established by the District governing the deliberation of public policy issues, meaningful involvement of the public, and implementation of policy decisions of the District by its staff. When acting as a Committee Member, members shall be aware of the mandate of their respective committee and act in accordance with it.

5. Policy Role

Council members will respect and adhere to the Council/Chief Administrative Officer structure of government as practiced by the District. In this structure, the Council determines the policies of the District with the advice, information and analysis provided by the public, committees and staff.

Council members, therefore, will not interfere with the administrative functions of the District or with the professional duties of staff; nor will they impair the ability of staff to implement Council policy decisions.

6. Workplace Environment

Council members will refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other Council members, staff or the public. Members will be aware of and act in accordance with the District's Workplace Bullying and Harassment Policy.

7. Confidentiality

Confidential information, in any form, that councillors receive through their position must not be disclosed, released or transmitted to anyone other than persons who are authorized to receive the information. They will not disclose confidential information without proper authorization, or use such information to advance their personal, financial or other private interests. Confidentiality continues to apply even after a member is no longer a member of council. Councillors will familiarize themselves with Part 5 Division 1 Section 117 Duty to Respect Confidentiality of the *Community Charter* and the penalty provisions under that Section.

8. Communication

Subject to Section 7 of this Policy, Council members will share all substantive information that is relevant to a matter under consideration by them which they may have received from sources outside the public decision-making process with the rest of Council.

9. Conflict of Interest

Council members will be aware of, and act in accordance with, Part 4 Division 6 – Conflict of Interest of the *Community Charter*.

10. Gifts and Favours

Council members will not accept any money, property, benefits, position or favour of any kind whether to be received at the present or in the future, from a person or business having, or seeking to have dealings with the District, save for appropriate refreshments or meals, except where such a gift or favour is authorized by law, or where such gifts are received as an incident of the protocol, social obligation or common business hospitality that accompany the duties and responsibilities of the council member. Gifts or personal benefits are to be disclosed in accordance with Part 4 Division 6 Section 106 of the *Community Charter*.

11. Public Resources

Council members will not use public resources that are not available to the general public, such as staff time, equipment, supplies or facilities, for private gain or personal purposes.

12. Public Meetings

Council members will prepare themselves for public meetings, listen courteously and attentively to all public discussions before the body and focus on the business at hand. They will not interrupt other speakers, make personal comments not relevant to the business of the body or otherwise disturb a meeting.

13. Council Decisions

Council members should base their decisions only on the merits and substance of the matter at hand in respect to the community's greater good, rather than on unrelated circumstances.

Decisions should generate an atmosphere of confidence and a basis for action. Councillors should feel free and confident to voice their views throughout the period prior to the decision. Once the vote has been taken, however, the decision is that of Council, acting as a whole, on behalf and in the best interests of the District and its residents. Councillors should accept the decision and not attempt to undermine the decision.

14. Public Comments

Council members will represent the official policies or positions of the District to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, they will explicitly state they do not represent Council or the District, nor will they allow the inference that they do.

15. Implementation

Council members will receive a copy of the Code of Conduct Policy upon being elected to the District Council. The policy is intended to be self-enforcing. Council members should view the policy as a set of guidelines that express collectively the standards of conduct expected of them. It, therefore, becomes most effective when members are thoroughly familiar with the Code and embrace its provisions.

16. Compliance and Enforcement

Any complaint claiming a breach of this Code must be presented in a written report to the Mayor, providing details including the nature, timing and evidence of the alleged infraction. The Mayor will then either investigate the complaint or establish an Investigating Committee of three councillors to investigate and report back on the alleged breach.

The Principles of Natural Justice must be observed during the investigation of an alleged breach and the council member who is the subject of an investigation must be given an opportunity to be heard on the matter if they desire.

In the event that the subject of the complaint is the Mayor, the written report will be referred to the Chief Administrative Officer for referral to the remaining council members for the appointment of a three member investigative committee.

COUNCIL CODE OF CONDUCT POLICY

Revision/Review Log

Review: Every five years or as required.

Revision Date	Comments
November 3, 2017	Policy created for presentation to Council.
August 13, 2025	Updated font and formatting, added review/revision log and review date. Minor grammatical changes not affecting the materiality. No major changes to content.

AFFIRMATION STATEMENT

As a member of the Council of the District of New Hazelton, I agree to uphold the Council Code of Conduct adopted by the District of New Hazelton and conduct myself accordingly.

I affirm that I have read and understand the District of New Hazelton Council Code of Conduct.

Signature

Date

Name (Please Print)

Position



Policy Manual (Council Honoraria)

PREPARED BY:**AUTHORIZED BY:****DATE OF ISSUE OR****REVISION:**

Committee of Enquiry

Council

May 2/00

RESOLUTION NO. 4529/00

Administration

Council

April 13, 2015

RESOLUTION NO. 7459/15

Administration

Council

December 3, 2018

RESOLUTION NO. 7810/18

L. Groulx Consulting

Council

November 6, 2023

RESOLUTION NO. 8239/23

As recommended by Administration it shall be the policy of the District that:

- Mayor's honorarium is set at \$11,800.00 per annum.
- Councillors' honorarium is set at \$7,960.00 per annum.
- CPI will be added to the honorarium in each calendar year based on Provincially published CPI for the Province of British Columbia.
- Rates shall be reviewed every three years.

COUNCIL HONORARIA POLICY

Revision/Review Log

Review: Every three years or as required.

Revision Date	Comments
May 2, 2000	Policy created for presentation to Council.
April 13, 2015	Revised Council Honoraria Policy approved.
December 3, 2018	Revised Council Honoraria Policy approved.
November 6, 2023	Revised Council Honoraria Policy approved.
August 13, 2025	Added revision/review log. Minor punctuation changes. No major changes to content.



Policy Manual

(Public Use of Equipment)

PREPARED BY:

Council

AUTHORIZED BY:

Council

DATE OF ISSUE OR

REVISION:

October 16/03

RESOLUTION NO. 5548/03

That, it be policy of the District of New Hazelton that landowners may contract with the District for the use of equipment operated by District's public works personnel on the following conditions:

1. The equipment must not be available from any private contractor in the area.
2. Commercial rates for the use of equipment with operators must be charged.

PUBLIC USE OF EQUIPMENT

Revision/Review Log

Review: Every five years or as required.

Revision Date	Comments
October 16, 2003	Policy completed for presentation to Council. Policy approved by Council Resolution No. 5548/03.
August 18, 2025	Updated formatting and font, added logo. Added review date and review/revision log. No major changes to content of policy.



Policy Manual

(Fire Department Expenditures)

PREPARED BY:

Council

Administration

AUTHORIZED BY:

Council

Council

DATE OF ISSUE OR**REVISION:**

Dec 3/07

RESOLUTION NO. 6530/07

March 02/2015

RESOLUTION NO. 7440/15

The Fire Department will keep the Chief Financial Officer of the District informed of expenditures by providing copies of:

- a) sales/purchase slips;
- b) invoices/statements;
- c) packing/delivery slips; and
- d) courier and/or Greyhound slips.

to administration on a weekly basis. Supplier invoices and statements of accounts cannot be paid without proper support records.

Expenditures over \$1000.00 are to be approved by the Chief Financial Officer or Chief Administrative Officer before purchases are made or travel takes place.

The Fire Chief will present a proposed budget for expenditures to the Chief Financial Officer or Chief Administrative Officer in October of the current year for inclusion in the following year's Five-Year Financial Plan.

FIRE DEPARTMENT EXPENDITURES

Revision/Review Log

Review: Every five years or as required.

Revision Date	Comments
December 3, 2007	Policy completed for presentation to Council. Policy approved by Council Resolution No. 6530/07.
March 2, 2015	Revised policy approved by Council Resolution No. 7440/15.
August 18, 2025	Removed CFO needing a copy of record of long-distance calls. Updated formatting, added review timeline, added review/revision log and added logo. No major changes to content.



Policy Manual

(New Hazelton Volunteer Fire Department Level of Service)

PREPARED BY:

Administration

AUTHORIZED BY:

Council

DATE OF ISSUE OR**REVISION:**

July 6, 2020

RESOLUTION NO. 7964/20

FIRE DEPARTMENT LEVEL OF SERVICE

Preamble

In 2014, the British Columbia Structure Firefighter Minimum Training Standards (formerly referred to as the "Playbook") replaced the previous OFC firefighter training standards (a Minister Order that made the full National Fire Prevention Association (NFPA) firefighter 1001 the standard) that was effective as of January 1, 2003. The "Playbook" introduced revised appropriate training and requirements for the Authority Having Jurisdiction (AHJs) for their established fire departments, which continues with this updated version of the BC Structure Firefighter Minimum Training Standards (the 'Training Standards').

Purpose

To affirm the commitment of the District of New Hazelton to provide training to meet the requirements contained within the Structure Firefighters Minimum Training Standards developed by the British Columbia Office of the Fire Commissioner.

Scope

This Policy applies to all District of New Hazelton Volunteer firefighters and officers.

Policy

In accordance with the BC Office of the Fire Commissioner as contained within the Structure Firefighter Minimum Training Standards, the District of New Hazelton strives to have all fire service members trained and competent to an Exterior Operations service level. The District of New Hazelton will maintain a training program to meet the job performance requirements for Exterior Operations Firefighter as contained within the Structure Firefighter Minimum Training Standards.

The District of New Hazelton will regularly review the membership of the New Hazelton Volunteer Fire Department and will provide an assigned level of service to the Fire Department based on training and competencies in accordance with the BC Office of the Fire Commissioner as contained within the Structure Firefighter Minimum Training Standards. The declared level of service and associated procedural guidelines for each Fire Department will be reflected in the New Hazelton Volunteer Fire Department Standard Operating Guidelines based upon criteria established within the Structure Firefighter Minimum Training Standards and the District of New Hazelton Bylaw No. 354, 2025 and amendments.

FIRE DEPARTMENT SERVICE LEVEL

Revision/Review Log

Review: Every five years or as required.

Revision Date	Comments
July 6, 2020	Policy completed for presentation to Council. Policy approved by Council Resolution No. 7964/20.
August 18, 2025	Updated formatting, added logo, added review date and review/revision log. Changes Bylaw No. to align with what is in place currently. Changed 'Structure Firefighters Competency Training Playbook' to 'Structure Firefighter Minimum Training Standards' to align with what is currently in place. No major changes to content.