

DISTRICT OF NEW HAZELTON Regular Meeting Monday, October 6, 2025 Council Chambers Rm #2 - 4633 10th Ave

Public Meeting - 6:45pm Regular Meeting - 7:00 pm

- 1. CALL TO ORDER PUBLIC MEETING 6:45PM
 - To discuss the District of New Hazelton Official Community Plan Bylaw No. 388, 2025
- 2. CALL TO ORDER REGULAR MEETING 7:00PM
- 3. MINUTES
 - 3.1 Accept Minutes of the September 8, 2025 regular meeting
- 4. PETITIONS & DELEGATIONS:
 - 4.1 Kispiox Valley Community Centre Association To raise awareness of the potential socio-economic and health effects of PRGT pipeline construction.
- 5. UNFINISHED BUSINESS:
 - 5.1 Business Arsing from previous minutes Revision of Resolution 8419/25 as requested by UBCM
- 6. CORRESPONDENCE: NONE
- 7. REPORTS
 - 7.1 Council Reports
- 7. BYLAWS: NONE
- 9. NEW BUSINESS
 - 9.1 Winterfest
 - 9.2 Management & Hourly Staff Compensation Policy
 - 9.3 Q3 Financial Update
 - 9.4 Council New Business
 - 9.5 Council Schedule
- 10. ADJOURNMENT



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Bylaw No. 322, 2016 cited as District of New Hazelton Official Community Plan Bylaw and any amendments are hereby repealed.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 thisth day of, 2025	
READ A SECOND TIME thisth day of, 2025	
PUBLIC HEARING HELD pursuant to section 890 of the Local Go	overnment Act thisth day of, 2025.
READ A THIRD TIME thisth day of, 2025	
ADOPTED THISth day of, 2025	
Gail Lowry	Brooke White
Mayor	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:
 - o the approximate location, amount, type and density of residential development required to meet anticipated housing needs over a period of at least 20 years;
 - o 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;
 - o restrictions on the use of land that is subject to hazardous conditions or that is environmentally sensitive to development;
 - o the approximate location and phasing of any major road, sewer and water systems;
 - o the approximate location and type of present and proposed public facilities, including schools, parks and waste treatment and disposal sites;
 - o 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
 - o Grades 6-7 class
- Hazelton Secondary School
 - o 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.



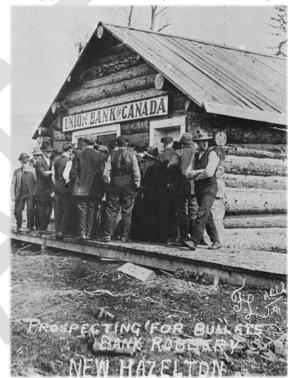
1.3 History of the District New Hazelton

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



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

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—



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 Gitxsan 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. Gitxsan 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 Cananda, 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 Witset (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).

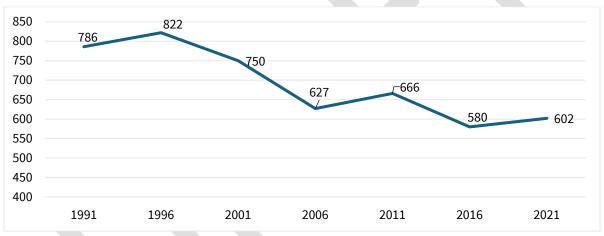


Figure 1: Historic Population

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

Population Projections

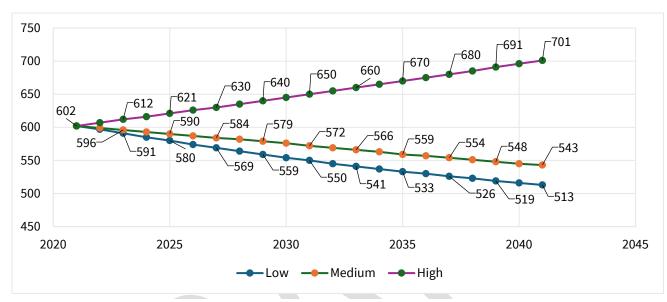
Future population growth in the District of New Hazelton will be influenced by the availability of government services, particularly healthcare and education, and the success of economic development initiatives. Population projections for the District of New Hazelton have been made based on three scenarios:

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

3				
Age Group	DNH	RDKS	ВС	
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 accommodating 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)

Commont	Number of New Units Needed	
Component	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 charters Air Canada and Central Mountain Air flights directly to and from Vancouver.

Northwest Regional Airport (YXT): 140km west of New Hazelton. The airport charters 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 Gitxsan and Wet'suwet'en Nations.

The Gitxsan 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 Gitxsan 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 (Moricetown). 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 Gitsxan 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.





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 microhydro, 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:
 - 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:
 - 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 bearhuman 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;
 - 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:
 - 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:
 - 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 multifamily 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

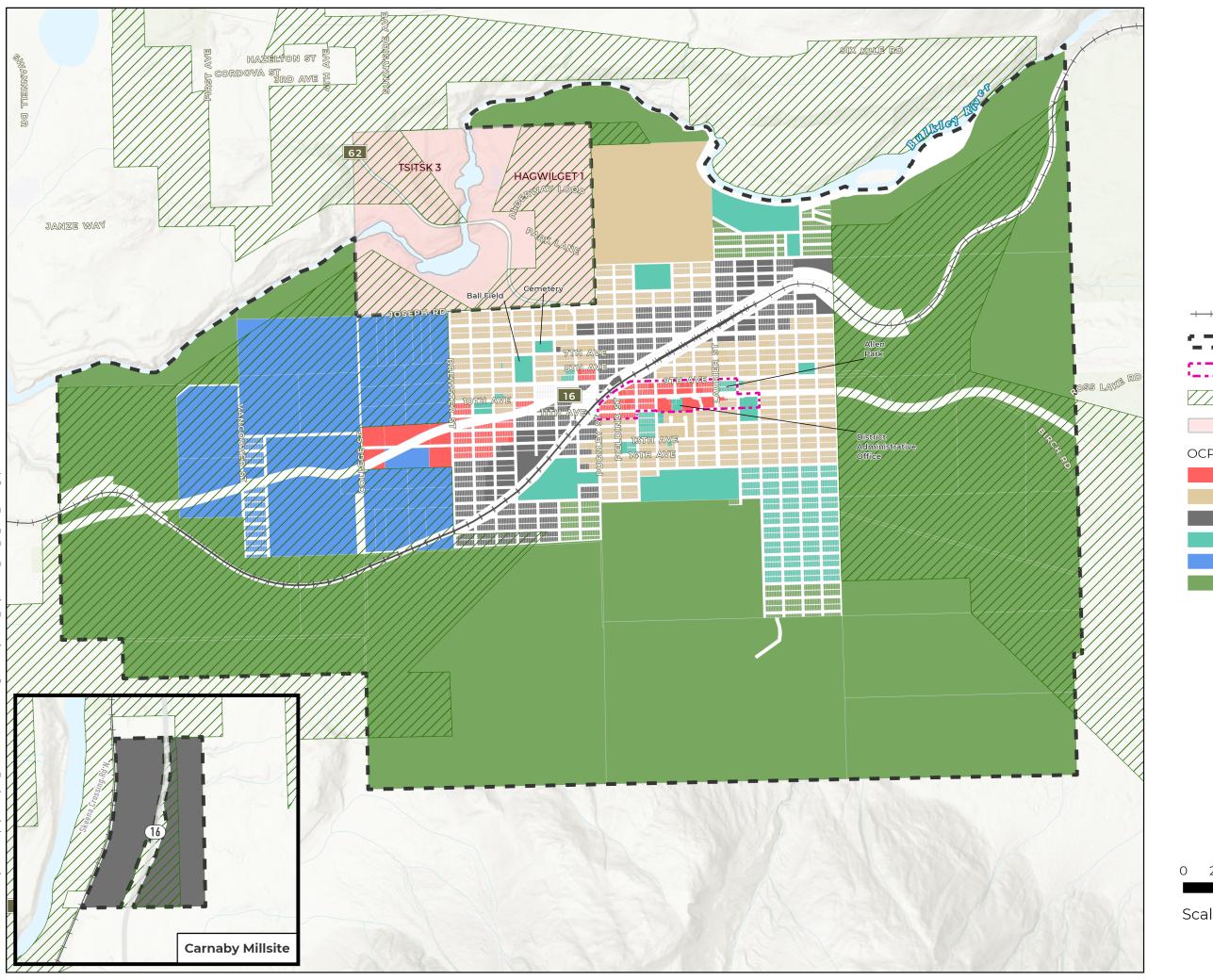
Implementation of many policies contained in this OCP depends on the expenditure of District funds. The Five-Year Financial Plan and annual reporting must reflect the policies of the OCP with regard to the physical infrastructure and action items.

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

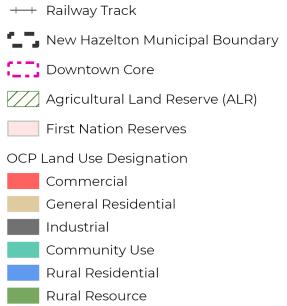
Building public awareness and understanding of the objectives of the OCP and its policies are integral to achieving effective implementation. Community involvement in New Hazelton is essential to maximize community benefits and minimize negative impacts. The District will continue to work towards improving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



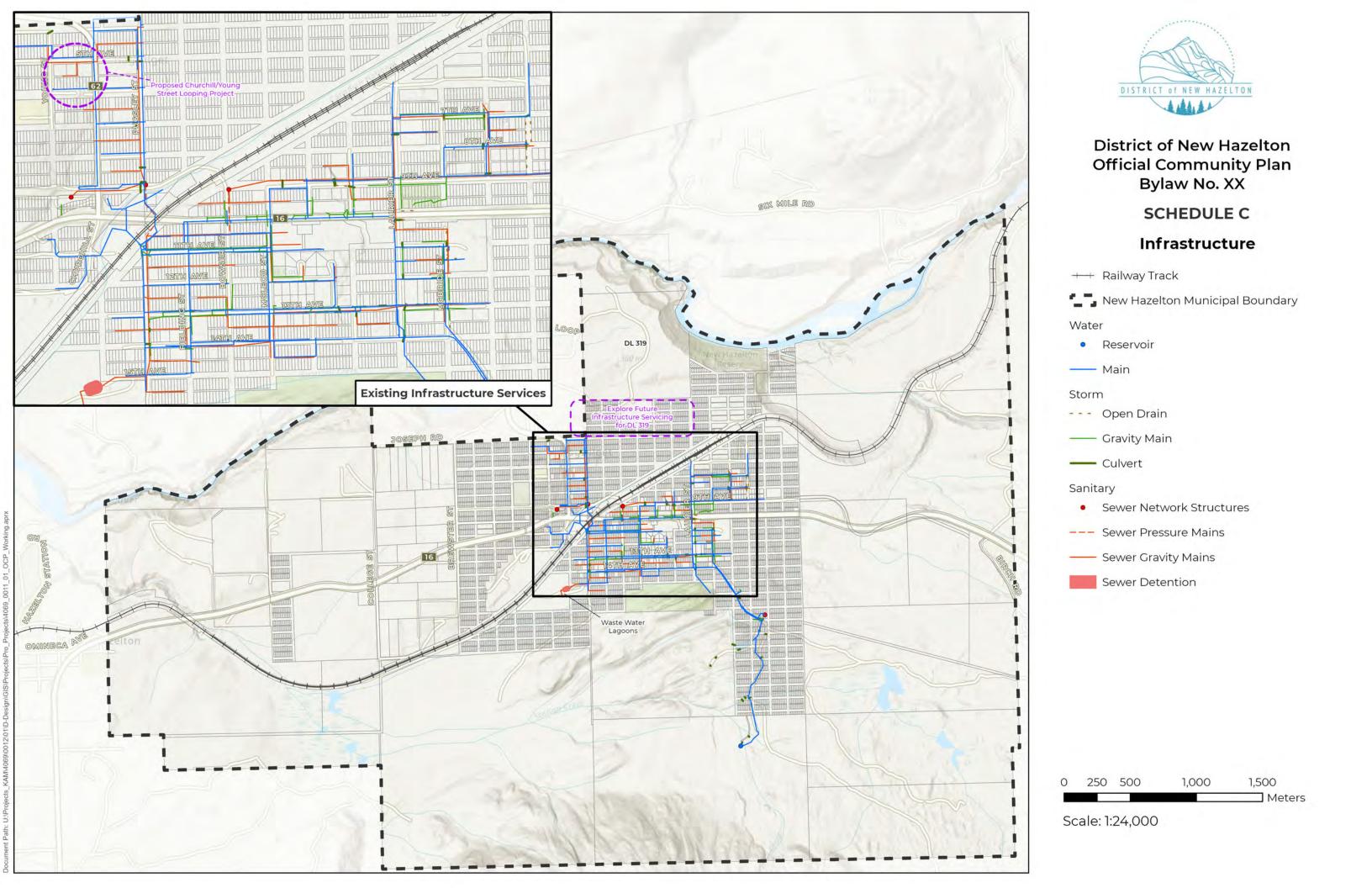


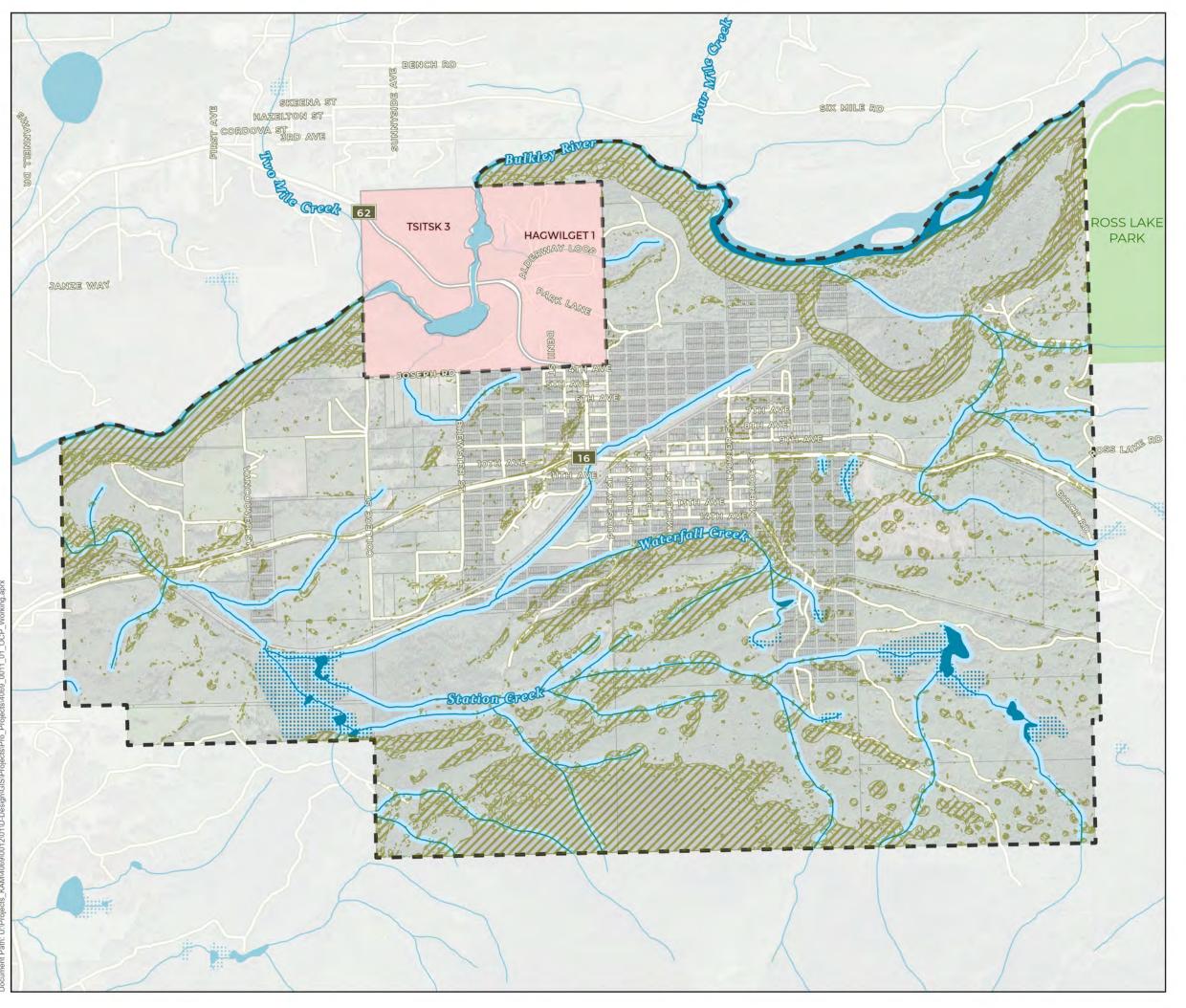
SCHEDULE B

LAND USE



0 250 500 1,000 1,500 Meters







SCHEDULE D

Environmentally Sensitive Areas

New Hazelton Municipal Boundary

Wetlands

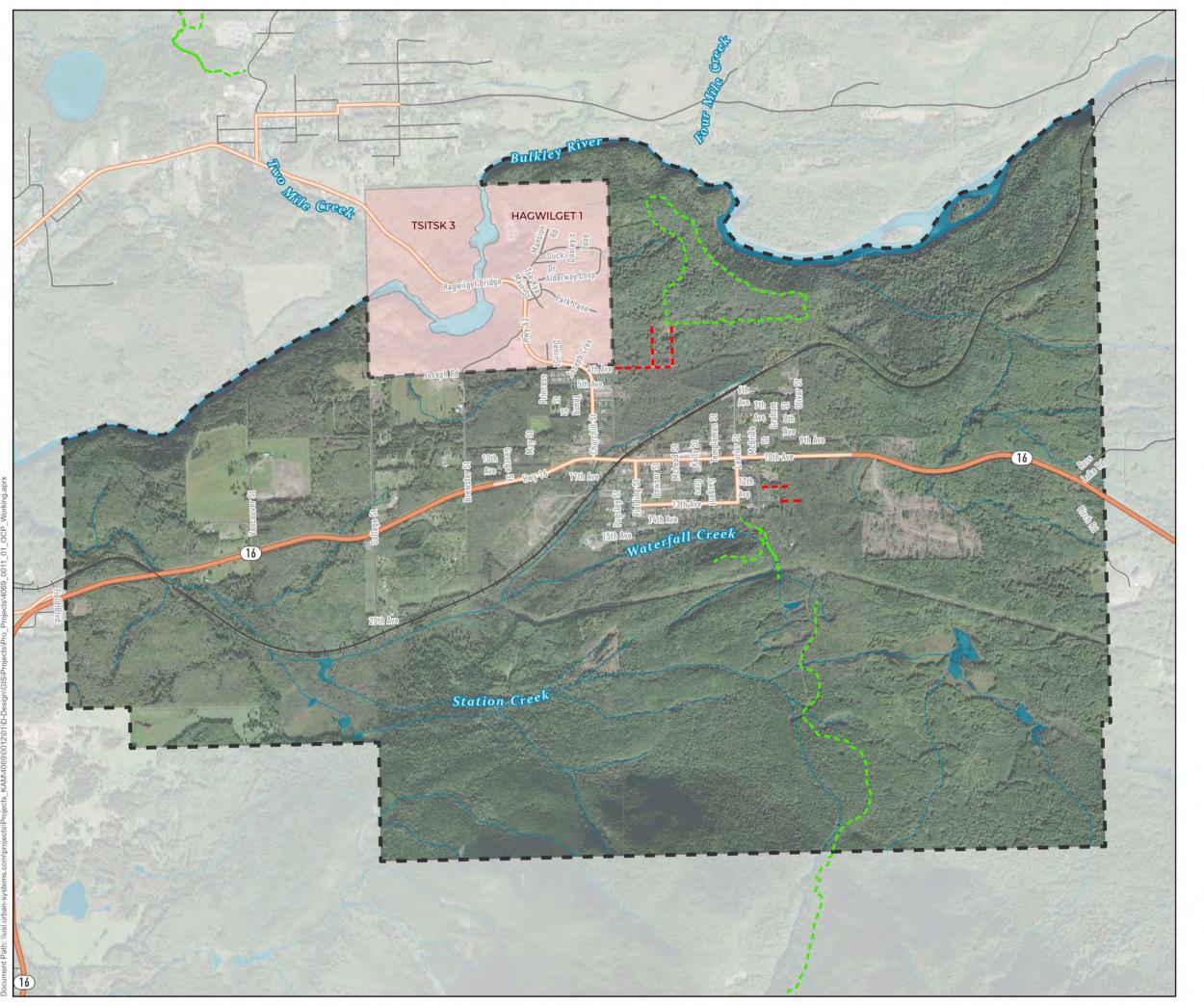
Steep Slopes (>20%)

Riparian Areas

First Nation Reserves

Provincial Parks, Eco Reserves, and Protected Areas

0 250 500 1,000 1,500 Meters





SCHEDULE E

Major Road Network and Trail Network

--- Trail Network

+-+ Railway Track

New Hazelton Municipal Boundary

First Nation Reserves

Roads

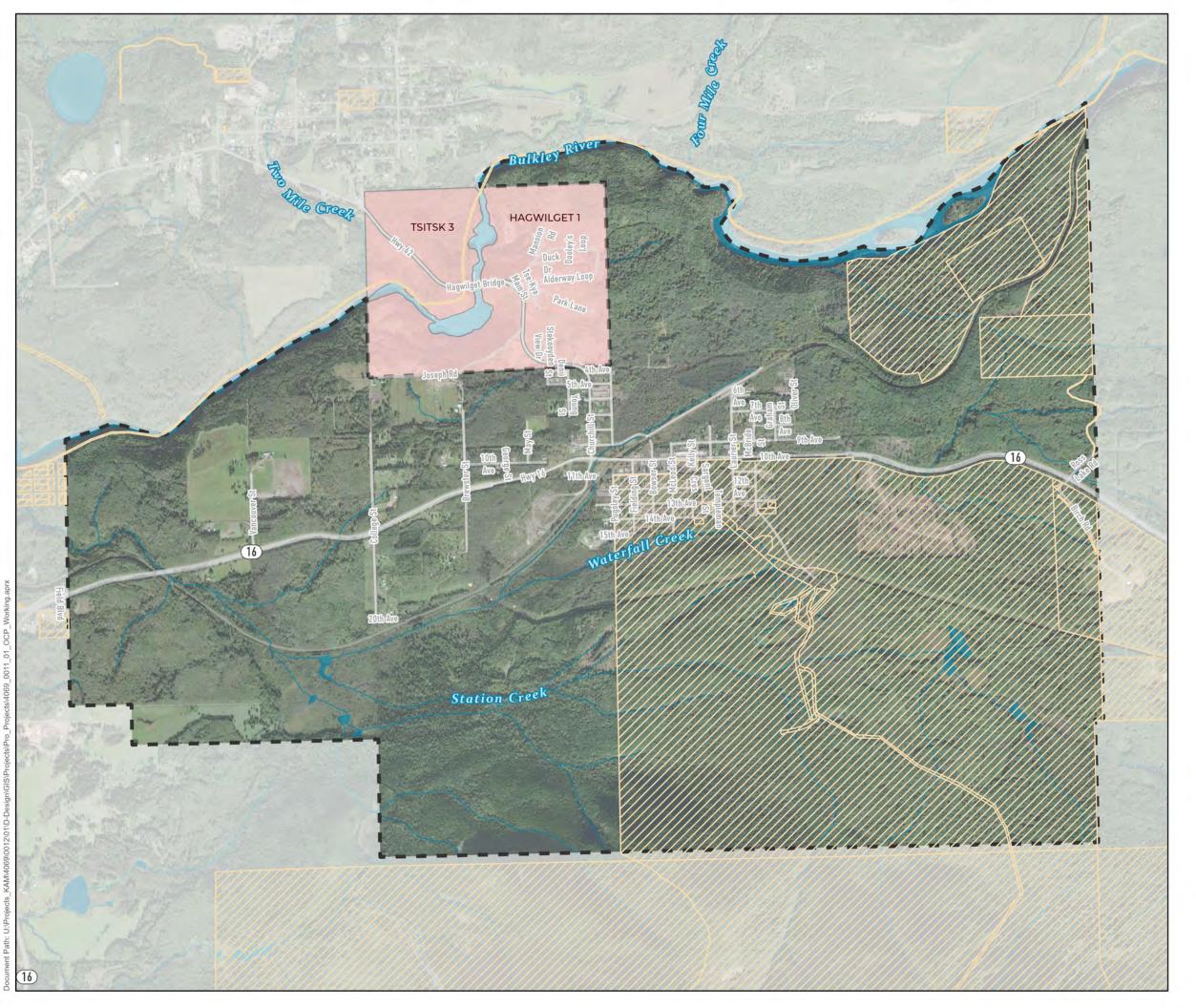
Arterial/Collector

— Highway

--- Local

--- Potential Future Roads

0 250 500 1,000 1,500 Meters





SCHEDULE F

Sand and Gravel Deposits

Sand and Gravel Deposits



First Nation Reserves

0 250 500 1,000 1,500 Meters



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

Present:

Mayor G. Lowry

Councillor G. Burns Councillor R. Sturney Councillor M. Weeber Councillor A. Berg Councillor B. Henwood

Councillor J. Hobensheild

Staff:

Chief Financial Officer, L. Roe

Corporate Officer, B. White

Absent:

Chief Administrative Officer, W. Hunt

2. MINUTES

2.1 Accept Minutes of August 11, 2025 regular meeting

RESOLUTION 8421/25

MOVED/SECONDED

THAT, the minutes of the August 11, 2025 regular meeting be accepted as presented.

CARRIED

3. PETITIONS & DELEGATIONS: NONE

4. CORRESPONDENCE: NONE

5. REPORTS

5.1 Council Reports

- Councillor Burns will not be able to attend the upcoming Skeena Roundtable meeting.
- Councillor Weeber advised that there is a new full time Unit Chief at the Ambulance Station now.
- Councillor Henwood gave an update on the banner committee, they met with Amanda from the Live Northwest BC Project and discussed putting up WARA banners among our new banners.
- Mayor Lowry advised that the Wrinch Memorial Foundation has applied for multiple grants and they will see which ones, if any they are successful in getting.

6. BYLAWS

6.1 Adoption of amendments to Bylaw No. 354, 2025 NHVFD Service Level Establishment & Fire Regulation

RESOLUTION 8422/25

MOVED/SECONDED

THAT, the District of New Hazelton adopt the amendments to Bylaw No. 354, 2025 NHVFD Service Level Establishment & Fire Regulation.

CARRIED

6.2 First and Second reading of the District of New Hazelton Official Community Plan Bylaw No. 388, 2025.

RESOLUTION 8423/25

MOVED/SECONDED

THAT, the District of New Hazelton give the First and Second reading of the District of New Hazelton Official Community Plan Bylaw No. 388, 2025.

CARRIED

7. NEW BUSINESS

- 7.1 Economic Development Update Summer 2025
 - Receive for information only, no further action required.
- 7.2 Policy Removal

RESOLUTION 8424/25

MOVED/SECONDED

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.

CARRIED

- 7.3 Mental Health & Addictions Accord
 - Receive for information only, no further action required.

7.4 Council New Business

- Councillor Berg made a complaint regarding nuisance dogs insistently barking, same house with on-going issues. Staff will investigate the complaint and see if a fine is warranted at this time.
- Councillor Henwood asked about an update regarding the sale of the Skateboard Park property. Staff advised that we have not received anything further at this time.
- Councillor Hobenshield asked where the Community Works Fund grant money goes towards. Staff advised infrastructure.

	 Council reviewed their schedule for the upcomi be away for the Oct 6th meeting. Councillor Bur Teams invite be sent from Staff. 	ng months. Councillor Hobenshield might ns will attend virtually and requested a
8.	ADJOURNMENT	
	RESOLUTION 8425/25	MOVED/SECONDED
	THAT, the regular meeting be adjourned at 7:15PM	
	CARRIED	
CERTIF	IED CORRECT THIS 6TH DAY OF OCTOBER, 2025	
	r	orporate Officer
iiiayo		• • • • • • • • • • • • • • • • • • • •

7.5 Council Schedule

The Prince Rupert Gas Transmission pipeline (PRGT)

The PRGT fracked (natural) gas pipeline was granted an environmental assessment certificate by the BC Environmental Assessment Office (BCEAO) in November 2014 ¹. The original routing for this 48" diameter pipeline was approximately 900 km from near Dawson Creek to Lelu Island, south of Prince Rupert. ² In the Hazeltons area, the route would traverse the Suskwa Valley, cross the flank of Sidina Mountain to cross the Skeena River, then parallel the Kispiox Valley Road and the Mitten Road. 3 PRGT (then owned by TC Energy) did not start construction on the project. It applied for, and received, a 5-year, one-time, extension to its environmental certificate in 2019. 4 This certificate extension expired on November 25, 2024.

In March 2024, TC Energy sold PRGT to the Nisga'a Lisims Government and Houston-based Western LNG. ⁵ Western LNG is funded by American-owned Blackstone, ⁶ the world's largest infrastructure financing company. ⁷ In February 2024, the BC Energy Regulator (BCER) split Section 5 of the PRGT route (Skeena River to Nass River estuary) into Section 5A (Skeena River to Nass Valley) and Section 5B (Nass Valley). 8 It did this in consultation with the Nisga'a Lisims Government but without any greater public knowledge or public input, and with no consultation with the affected Gitanyow and Gitxsan Wilps in Section 5. The permit splitting was not discovered by the public until July 2024, as the splitting had not been posted on the BCER website until that time.

PRGT applied for two route amendments in 2024; one to allow its western endpoint to be the proposed Ksi Lisims LNG plant on Pearse Island in Portland Canal near Gingolx; 9 the other to change the origin point of the pipeline in northeastern BC and move it off the territory of the Blueberry First Nations. 10 These amendments were to shorten the pipeline to approximately 750 km.

In May 2024, PRGT announced plans to start construction on Section 5B in the Nass Valley. 11 Between August and November 2024, PRGT carried out minimal route preparation on 42 km of alignment, amounting to less than 5 percent of the pipeline length. The right of way was not fully cleared. No trenching took place. No pipe was bought or installed. No major stream or river crossings were engineered. ¹² Based on this work, on November 19, 2024, PRGT applied to the BCEAO for a "substantial start" determination of the project, ¹³ which would allow its decade-old environmental assessment certificate to stand. Without a positive determination in hand, PRGT would have had to reapply for an environmental assessment certificate and begin the process anew.

The BCEAO granted the substantial start decision in favour of PRGT on June 5, 2025. 14 The BCEAO approved the PRGT marine route amendment on July 4, 2025, ¹⁵ and the eastern route amendment on August 28, 2025. ¹⁶ The BCEAO approved the Ksi Lisims LNG plant on September 15, 2025. ¹⁷

It is a BCER permit condition that construction of PRGT cannot begin elsewhere until Ksi Lisims LNG has a final investment decision from its backers - the Nisga'a Lisims government, Western LNG, and Rockies LNG. 18 The LNG plant and PRGT completion are estimated to cost \$36 billion. 19,20 It should be noted that when the 670-kilometre Coastal GasLink pipeline was proposed in 2012, its cost was estimated at \$6.6 billion. 21 When completed in 2024, TC Energy had spent \$14.5 billion. 22

What is LNG?

Liquefied natural gas (LNG) is created by cooling and compressing fracked (natural) gas to -162°C. LNG is then loaded onto specialized marine vessels for shipment. None of the gas that PRGT would transport would be used in BC. It would all be exported as LNG to be burned in Asia. 23

LNG is a fossil fuel. It is not a "green" fuel. It is not a "transition" fuel. It is not a "bridge" fuel. ^{24,25,26} The NDP government is promoting that BC must provide its "clean" LNG to Asia ²⁷ to reduce the burning of coal to produce electricity, and thereby reduce global greenhouse gas emissions. The truths are:

China is not replacing coal-fired electricity plants with LNG-fired plants. ²⁸ In 2023, China built 95 percent of the world's new coal-fired electricity plants. ²⁹ As of July 2025, China had 1,195 coal-fired plants 30 and was planning to build three times as many new coal-fired plants as the

- rest of the world combined (two plants per week). 31 China will simply add new LNG-fired electricity capacity to the pyre, accelerating climate change.
- The principal component of fracked natural gas and LNG is methane. 32 Methane is 80-times more potent as a climate modifier than is carbon dioxide, 33 which is a principal by-product of coal combustion. Methane accounts for 30 percent of global warming.

Interest of the Kispiox Valley Community Centre Association (KVCCA)

The KVCCA has opposed PRGT from the project's inception in October 2013. The organization and its individual members have made a multitude of submissions to the BCEAO, BCER, and elected representatives and Ministers during this time, expressing opposition to the environmental and social risks of the project, and questioning the impartiality and integrity of the assessment process itself. 35 Almost all of these submissions have gone unanswered. The few replies received were of a "form letter" nature that did not sincerely address concerns raised. In response to this, and to affirm the intent of Kispiox Valley residents, the KVCCA wrote and published the Kispiox Valley Declaration in 2016. 36 More than 80 percent of valley residents supported the *Declaration*. In July 2024 37,38 and in September 2025, 39 the KVCCA was party to judicial reviews filed in the BC Supreme Court regarding PRGT, brought to address the BCER permit splitting and the BCEAO substantial start decision.

Specific Concerns of the KVCCA

Socio-economic: Pipeline construction is an industrial takeover.

- Industrial traffic 24/7 for 4+ years
- Travel delays with checkpoints, bridge bottlenecks
- More traffic = higher chance of vehicle accidents
- · Private security profiling of residents
- Possibility of RCMP Critical Response Unit being deployed 40,41
- · Restricted access to traditional territories for firewood, berry picking, fishing, other wild foods
- Real estate speculation
- Higher property taxes
- · Housing shortage, lack of rental housing; in 2021 house rents increased along the TransMountain Pipeline route to \$8000/mo.; rooms to \$2200/mo.
- · Evictions of convenience
- · Increase in homelessness (Terrace witnessed a significant increase during LNG Canada construction) 43
- · Increase in crime, including property theft
- · Greater risks to women and girls
- More drugs in the community, more addictions, more deaths
- Hospital and 9-1-1 services overwhelmed; more sexually transmitted diseases 44,45
- · Landfill and sewage lagoon inundated
- · Boom and bust economy; a few short-term, high-paying jobs will trap locals into debt
- · Increased cost of living
- · Grocery stores cleaned out
- Local infrastructure hammered; governments unable to fund upkeep and repairs 46

Man-camps:

- PRGT intends to build an 1,100 person camp in the Kispiox Valley, to be used for 42 months.
- Man-camps bring prostitution, crime, the drug trade, and increased risks to local women.
- Project documentation indicates the possibility of 5 large man-camps in the area.
- The population of any two camps would equate to 80 percent of the regional population.
- The camps would primarily house transient workers, not locals.

Health: 51

- air pollution, 52 noise pollution, light pollution
- herbicide application on the pipeline right-of-way for 40 years
- · multiple stresses from disruption to the routines of life

Compressor station:

- PRGT will build a compressor station on the east bank of the Skeena River, 7.5 km east of the Kispiox Valley community grounds. 53
- This compressor station would operate 24/7 for the 40-year life of the project.
- · PRGT estimates that this compressor station, housing three turbines powered by burning gas from the pipeline, and including a flare stack, would release 226,902 tonnes of greenhouse gases each year. 54
- This is greater than 7.2 times the amount that the population of the Hazeltons area currently creates each year. 55,56

Compressor station air pollution includes 36 substances known to be toxic to people and wildlife. 57,58,59 All of the Hazeltons area would be affected by this change to the airshed. Studies 60 have shown that these substances can cause:

- Headaches
- Nausea
- Cancer
- Heart diseases
- Lung diseases
- Asthma
- Stroke
- High blood pressure
- Diabetes
- Reproductive/birthing problems
- Mental health issues
- Neurological disorders
- Sleep disruption
- And that they can make existing medical condition worse

Environmental:

PRGT will greatly increase fracking in northeastern BC and add to the drought burden and environmental harms of that area.

PRGT and Ksi Lisims LNG will increase BC's greenhouse gas emissions 6 percent, by adding 3.77 mega-tonnes of emissions to BC's total. ^{62,63} When the LNG is burned in Asia, it will add 32.2 megatonnes more to the global total. ⁶⁴ PRGT and Ksi Lisims LNG will make it impossible for BC to reach its legislated climate targets. 65

From the outlet of Babine Lake to the Cranberry River, PRGT will cross 289 streams and rivers. Most of these crossings would use the "open cut" method, where the pipe is trenched directly across the riverbed. In some of the crossings, the watercourse would be dammed and pumped dry before the pipe was laid across. Drilling into the bedrock is planned to tunnel the pipeline under the Nilkitkwa, Shegunia, Skeena, Kispiox, and Cranberry rivers. 66

The future of Skeena and Nass salmon is on the line. Construction of Coastal GasLink showed that neither industry nor its regulators cared to prevent permanent damage to streams and rivers and the fish that live in them. ⁶⁷ BC residents should expect no different with PRGT in the Skeena watershed.

When completed PRGT would be pressure-tested in sections with water. ⁶⁸ Each kilometre of the 48"diameter pipeline would require 11,674,540 litres of water. This water, taken from local watersheds such as the Skeena, equates to the daily water use of 52,352 Canadians. ⁶⁹ Testing the entire length of the pipeline would nearly equate to the daily water use of all Canadians. After testing, the water contaminated with biocides and oils - would be discharged back into watersheds.

With talk of an "energy corridor," 72 the PRGT route could be doubled with an oil pipeline.

Sources

If a link fails to load from this document, please copy the link and paste it into your browser.

For complete BCEAO documentation of PRGT and Ksi Lisims LNG: PRGT https://projects.eao.gov.bc.ca/p/588511d9aaecd9001b826b33/project-details Ksi Lisims LNG https://projects.eao.gov.bc.ca/p/60edc23bc69c5e0023a12539/project-details

For industry documentation of PRGT and Ksi Lisims LNG:

PRGT: https://www.westerning.com/projects/prince-rupert-gas-transmission-project Ksi Lisims LNG: https://www.ksilisimslng.com/

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- 36. text and video at: https://kispioxvalley.ca/declaration/
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- 38. https://ecojustice.ca/news/community-groups-react-to-courts-decision-dismissing-their-challenge-tothe-start-of-construction-on-pipeline-without-an-updated-cumulative-effects-assessment/
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- 43. https://www.terrace.ca/sites/default/files/docs/city-services/Social%20Development/Terrace-Social-Needs-Assessment.pdf
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- 48. https://macleans.ca/news/mmiwgs-findings-on-man-camps-are-a-good-place-for-government-to-getstarted/
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https://www2.gov.bc.ca/gov/content/data/statistics/people-populationcommunity/population/population-estimates

https://www12.statcan.gc.ca/census-recensement/2021/dppd/prof/details/page.cfm?Lang=E&SearchText=Sik%2De%2Ddakh%202&DGUIDlist=2021A0005594 9818&GENDERlist=1,2,3&STATISTIClist=1&HEADERlist=0

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- 52. Locally, 66 percent of trees cleared for the pipeline right-of-way will be slash-burned on-site. https://projects.eao.gov.bc.ca/api/public/document/588690e4e036fb0105768dba/download/PRGT Land Clearing Calculations, September 4, 2014..pdf

- 53. https://projects.eao.gov.bc.ca/api/public/document/588690a7e036fb0105768c7b/download/01%20Pr oject%20Overview%20Part%201.pdf
- 54. https://projects.eao.gov.bc.ca/api/public/document/5886909be036fb0105768c19/download/Appendix %20F%20Greenhouse%20Gas.pdf
- 55. BC average GHG emissions per person in 2022 = 12 tonnes. https://www.biv.com/news/bc-says-it-will-miss-key-climate-target-by-half-10590478
- 56. 2,621 residents x 12 = 31,452 tonnes $226,902 \div 31,452 = 7.21$
- 57. https://projects.eao.gov.bc.ca/api/public/document/588690a3e036fb0105768c50/download/29%20H uman%20Health.pdf
- 58. https://projects.eao.gov.bc.ca/api/public/document/588690a3e036fb0105768c4f/download/30%20Su mmary%20of%20Assessment%20of%20Potential%20Health%20Effects.pdf
- 59. https://projects.eao.gov.bc.ca/api/public/document/58869094e036fb0105768be4/download/Appendix %20V%20Human%20Health.pdf
- 60. https://pmc.ncbi.nlm.nih.gov/articles/PMC10616731/#gh2479-sec-0130
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- 63. https://www.projects.eao.gov.bc.ca/api/public/document/66d0fd0f51493a0022ff113a/download/34_K siLisimsLNG 8A GHG TDR Revised.pdf
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- 65. https://www2.gov.bc.ca/gov/content/environment/climate-change/planning-and-action#targets
- 66. https://projects.eao.gov.bc.ca/api/public/document/5886909ae036fb0105768c13/download/Appendix K Freshwater.
- 67. https://thenarwhal.ca/bc-coastal-gaslink-sediment-spills/
- 68. https://projects.eao.gov.bc.ca/api/public/document/588690d4e036fb0105768d6c/download/Assesme nt%20Report%20for%20the%20PRGT%20Project%20dated%20November%202014..pdf
- 69. The Canadian average consumption is 223 litres of water per person per day for residential use. https://www150.statcan.gc.ca/n1/daily-quotidien/231114/dg231114d-eng.htm
- 70. pipeline internal diameter 121.92 cm; pipe volume per km = 11,674,540.1 litres; x pipeline length of approximately 750 km = 8,755,905,075 litres; ÷ daily water use of 223 litres = 39,264,148.3 people = 94.1 percent of Canada's population
- 71. population of Canada, September 26, 2025 = 41.693 million https://www150.statcan.gc.ca/n1/pub/71-607-x/71-607-x2018005-eng.htm
- 72. https://www.cbc.ca/news/politics/carney-poilievre-energy-platform-corridor-1.7508253



MEMO

To:

Mayor and Council

From: Wendy Hunt, Chief Administrative Officer

Date: October 2, 2025

Re:

Revision of Resolution for Young Street Watermain Project

Resolution No. 8419/25 was adopted on August 11, 2025. The resolution stated:

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

On October 2nd, we were advised by UBCM that the resolution needed to be revised to include wording on project management and cost overruns. Staff is suggesting that the following amendment to the resolution be supported:

THAT, Council authorizes the application to the Strategic Priorities Fund Capacity Infrastructure Stream for the Young St. Watermain Project in the amount of \$2,986,830.00. The District of New Hazelton will be responsible for the overall management of the project and any cost overruns that may occur.

Recommendation: That Council approve the amendment to Resolution No. 8419/25 for the Young Street Watermain Project.

Wendy Hunt

Mendyters

Chief Administrative Officer



Policy Manual

(Management & Hourly Staff **Compensation Policy)**

PREPARED BY:	AUTHORIZED BY:		DATE OF ISSUE OR
			REVISION:
Administration	Council		July 9, 2018
			RESOLUTION NO. 7772/18
Administration	Council		November 6, 2023
			RESOLUTION NO. 948/IC
Administration	Council	ar .	February 5, 2024
			RESOLUTION NO. 8262/24
Administration	Council		October 6, 2025
			RESOLUTION NO.

Personnel Policies apply where no other agreements are in place.

Purpose

To formalize and clarify management and hourly staff compensation policies and practices. To define an appropriate total compensation package for management and hourly staff that is sufficiently competitive to attract and retain skilled, experienced and well suited employees.

Policy

The Management & Hourly Staff Compensation Policy shall include salaries, hourly wage rates, benefit plans, provisions for leave and other conditions of employment to ensure that the District of New Hazelton is able to attract and retain qualified and competent employees. The District's provisions for management & hourly staff will be equitable, competitive, performancebased, and consistent with market conditions.

Core Principles

The following core principles guide the design, implementation and administration of the District's management compensation philosophy:

- **Performance**: Compensation programs support and promote a performance based organizational culture;
- **Differentiation:** Differentiation of salary and hourly wages is supported where there are differences in education and the scope of the position and/or supervisory and individual performance;
- Accountability: Compensation decisions are objective and based upon a clear and well documented set of guidelines; and
- Transparency: Compensation programs are designed, managed and communicated in a manner that ensures the program is clearly understood by employees and the public while protecting individual personal information.

Next Review:2028

Market Comparator Groups

In order for the District to ensure that they are being competitive in the local government market place they will conduct a management and hourly wage rate and benefits survey of 8-10 other comparable communities every 3-5 years. In developing the list of comparable jurisdictions, the developer of the process should take into account population, resource base, budget, assessment, staff complement, and services delivered as some examples.

Remuneration

It shall be the policy of the District of New Hazelton to compensate managers with a 10% range of market. Therefore, all managers should be having salaries set between 95% and 105% of market. It shall be the decision of the Chief Administrative Officer (CAO) as to where a manager's compensation falls. Such decisions shall take into consideration the following factors:

- Managers newly promoted, or lacking the experience and/or education for a particular management position should fall into the lower end;
- Managers meeting expectations and goals in a reasonable and effective manner should be paid the market rate (100%); and
- Managers who exhibit a combination of superior qualifications and performance should be paid at the higher end.

The CAO may consider hiring at above 100% where the qualifications and experience of a particular candidate are far superior.

Salary reviews will occur annually and any change shall take effect on January 1, unless otherwise established by Council. The CAO shall carry out performance evaluations on managers, while Council shall carry out performance reviews on the CAO as deemed necessary. The annual compensation review will take into consideration CPI (maximum of 5%) and performance.

The performance evaluation, salary, and any wage reviews for the Chief Administrative Officer will be performed by the Administrative Review Committee and endorsed by the full Council. Such reviews will take place on an annual basis.

Salary Grid Pay System

A salary grid pay system shall be adopted recognizing the components set-out in the remuneration section and shall be adjusted annually on January 1st based on the CPI (BC) or maximum of 5% for the prior year.

Probation

All management shall have an initial probationary period of six (6) months from the date of appointment to any position. The purpose of the probationary period is to provide an opportunity for the District of New Hazelton to determine whether the manager will be suitable for regular continuing employment. The standard of suitability shall be determined by the CAO. During the probationary period, the CAO will complete a written performance evaluation.

Hourly staff shall have an initial probationary period of three (3) months from the date of appointment to any position. The District may terminate the manager and or hourly staff at or before the end of the probationary period based on performance review and legal opinion for surety. Notice or pay in lieu will be in accordance with the BC Employment Standards.

Management & Hourly Staff Compensation Policy

Annual Performance & Compensation Reviews

All regular staff will meet individually with the Chief Administrative Officer or Public Works Superintendent in the last quarter of each year to review their performance, as well as compensation for the following calendar year.

The Chief Administrative Officer meets with the Administrative Review Committee and any outside party required as part of a performance and compensation review in the last quarter of each year.

Pay Periods, Payments, and Pay Stubs

- ALL EMPLOYEES AND COUNCILLORS will have their pay deposited directly into their account;
- All employees will be transferred to a biweekly pay scheme:
 - Two week pay periods, running Sunday to Saturday;
 - Time sheets will be due Monday morning following the pay period; and
 - Pay will occur the Friday following the pay period

Hours of Employment

Hours of employment are set by your supervisor and are subject to change.

Overtime

Employees are entitled to receive the greater of their daily or weekly overtime entitlement. In the event of a community emergency or disaster where staff are expected to respond, overtime entitlement will be paid in accordance with the policy and provincial legislation.

Public Works staff who are the designated "on-call" person for the week are entitled to compensation for one (1) hour per day for each day they are on-call not including the actual work performed during an emergency call-out. This compensation is paid at the employee's regular rate of pay and is not eligible as part of daily or weekly overtime hours.

PLEASE NOTE that if both daily and weekly entitlements have been reached, they are NOT combined or multiplied. However, employees will receive the larger of the two entitlements.

Daily Overtime Entitlement:

- Employees work their first 8 hours in a day at straight time;
- Employees work hours 8 to 12 at time and half; and
- Employees work anytime past 12 hours at double time.

Weekly Overtime Entitlement:

- Employees work their first 40 hours at straight time;
- Employees work hours 40-48 at time and one half; and
- Employees work anytime past 48 hours at double time. *Weeks run from Sunday to Saturday

Time Bank

Employees have the right to either be paid out for their overtime or bank the time!

Employees are expected to receive approval from their supervisor, EVERYTIME they are about to work overtime;

- Employees' overtime will be banked for future use unless authorized by the supervisor.
 Employees are asked to ensure that the overtime is necessary and that future measures are in place to reduce the need to work overtime. The reasons for the use of overtime may be asked of you by your supervisor; and
- Employees should all sign a letter stating they would like their overtime banked.

Coffee & Lunch Breaks

- All employees are entitled to an unpaid break of at least 30 minutes after 5 hours of work;
 and
- All other breaks are at the discretion of your supervisor.

Benefits

Health and Benefits program

The benefits offered by the District of New Hazelton form a portion of the total compensation package. Benefits will be paid in accordance with the group policy issued by the insurance carriers and are subject to the eligibility and limitations specified in the polices.

At present, while staff are actively employed, the District of New Hazelton pays 100% of the cost of the premiums.

Pension Plan

Enrolment in the Municipal Pension Plan is a compulsory condition of employment for all regular full-time employees and may be available to part-time employees on a case by case basis.

Vacation

Managers and hourly staff are entitled to vacation based on the amount of earned and accumulated vacation, which shall be granted in accordance with the following schedule:

Years of Service	Entitlement
1 st Year	10 days (2 weeks)
Year 1-8	15 days (3 weeks)
Year 9-12	20 days (4 weeks)
Years 13-15	25 days (5 weeks)
More than 15 years	30 days (6 weeks)

All vacation time will be accrued as though an employee starts on January 1st of a calendar year. Adjustments will be made to the first-year vacation entitlements to reflect the month of which employment commenced.

All employees may carry one week of unused vacation to the next year. All remaining unused vacation will be either paid out at the end of the year or the District may compel employees to take vacation time off at a designated time.

ALL VACATIONS must be approved by your supervisor in advance of taking the vacation time. Employees are asked to give your supervisor as much notice as possible of vacation requests, so the supervisor can explore the available options.

Management & Hourly Staff Compensation Policy

*All summer students and casual employees will receive 4% vacation pay with their regular biweekly pay.

Statutory Holidays

- All employees receive a paid day off, as per provincial statue, for the eleven statutory holidays;
- As well as two municipal stats (Boxing Day and Easter Monday) and at the discretion of the supervisor some paid time off on Christmas Eve and New Years' Eve; and
- All staff required to work on Canada Day will be paid at time and one-half of their regular
 pay in addition to receiving another day of in lieu to be taken at the approval of their
 supervisor.

Sick Leave

- All new employees receive 1 day per month of sick time, which accumulates with no cap.
 Upon retirement from the District, that employee is entitled to receive .4 days of pay per sick day accumulated; and
- Employees hired prior to 2010 opted to convert to a hybrid model, which allows them to keep their old sick days as a reserve, and beginning in 2011 collect new days and draw from those days prior to drawing from the reserve; and
- If sick time has been depleted, short-term disability, banked overtime or vacation time will be used to ensure the employee is paid.

Unpaid Leave

- General Leave; maximum of 5 days unpaid leave authorized by the CAO or designate;
- Maternity Leave; and
- Parental Leave.

Unpaid leave is only granted after sick time, short-term disability, banked overtime, and vacation has been depleted.

Professional Development and Memberships

- Professional dues or memberships, if stipulated in the job description as part of a manager's or hourly staff job, will be paid by the District of New Hazelton. Other professional membership dues will be considered for payment by the District on a caseby-case basis; and
- Subject to the approval of the CAO, the District will pay for attendance to training and development activities where they contribute to the overall effectiveness of the staff members position with the District.

Relocation Expenses

Managers are eligible for a one-time reimbursement of up to 75% of their relocation expenses to a maximum of \$5,000, provided the Manager obtains a minimum of 3 estimates and submits them to the CAO for approval and acceptance. If the Manager terminates employment, the relocation expense reimbursement shall be repaid to the District in the amount of 100% in the first year, 50% in the second year, and 25% in the third year.

Public Works Crew Allowances

- Two pairs of coveralls per year;
- A new pair of boots every 12 months (\$250 limit); and
- Washing and drying facilities are provided in the fire hall.

Mobile and Office Phone Use

- Our expectation is that phones will be used for business use, but that the occasional personal call will occur;
- If personal calls are made with District phones, the employee making the calls may be asked to cover the costs of such calls, and cease from making/taking these calls in the future;
- A monthly stipend equivalent to a plan featuring 150 mins local calling will be paid to each
 employee that uses their personal mobile phone for District of New Hazelton business. This
 stipend is approved for distribution by the Chief Administrative officer or designate; and
- Managers will have the option of having a phone provided to them for their use at the expense of the District.

Confidential Information

- All information regarding water, sewer, taxes, land dealings, in camera council proceedings, and relationships with third parties is confidential and should not be disseminated to the public or Mayor and Council and unless explicitly authorized to do so by your supervisor; and
- Amongst this point, is refraining from spreading "gossip" heard at this workplace as it has the potential reflect poorly upon the District of New Hazelton organization.

Termination

• The provisions contained within any applicable employment agreement and the BC Employment Standards will apply.

Management & Hourly Staff Compensation Policy

DISTRICT OF NEW HAZELTON SALARY GRID 2025

SALANT GNID 2025								
POSITION	DEPARTMENT		STEP 1		STEP 2		STEP 3	STEP 4
ICBC Clerk 2 Administrative Clerk	Finance	\$	27.28	\$	29.74	\$	32.20	\$ 34.11
ICBC Clerk 3 Administrative Clerk	Finance	\$	27.28	\$	29.74	\$	32.30	\$ 34.11
ICBC Lead Finance Clerk	Finance	\$	31.69	\$	33.28	\$	35.61	\$ 37.31
Executive Assistant Corporate Officer	Administration	\$	65,872.29	\$	69,747.13	\$	73,621.97	\$ 77,496.81
Public Works General	Public Works	\$	29.80	\$	31.29	\$	32.78	\$ 34.21
Water Certification Level I	Public Works	\$	32.62	\$	33.60	\$	34.25	\$ 35.83
Water Certification Level II	Public Works	\$	35.44	\$	36.49	\$	37.20	\$ 37.43
Public Works Field Supervisor	Public Works	\$	38.06	\$	39.20	\$	40.72	\$ 41.68
Summer Student	Public Works	\$	20.56	\$	21.59	\$	22.62	\$ 24.67

SENIOR MANAGEMENT POSITIONS

POSITION	DEPARTMENT	STEP 1	STEP 2	STEP 3	STEP 4
Fire Chief - Part-Time	Fire	\$ 43,650.94	\$ 46,260.00	\$ 48,573.00	\$ 51,001.65
Chief Financial Officer	Administration	\$ 84,980.65	\$ 92,628.91	\$ 100,277.16	\$ 106,225.81
Public Works Superintendent Building Official Approving Officer	Administration	\$ 87,743.91	\$ 95,640.86	\$ 103,537.82	\$ 109,679.89
Chief Administrative Officer	Administration	\$ 101,559.00	\$ 110,699.31	\$ 130,625.19	\$ 133,237.69

In addition to increases for Steps 1 - 4, BC CPI for current year will be included in yearly increases to a maximum of 5%

MANAGEMENT & HOURLY STAFF COMPENSATION POLICY

Revision/Review Log

Review: Every three years or as required.

Revision Date	Comments
June 4, 2018	Added text regarding payment of overtime for staff in the event of a disaster or community
	emergency.
November 6, 2023	Addition of Salary Grid. Mobile phones for Managers. Updated # of Statutory Holidays. Clarification around working on Canada Day.
26 43 - 5 - 37 40 - 5 - 34 43 - 1 10 00 5 - 40,77 - 5 - 40,65 - 1	Added: purpose, Policy, Core Principles, Market Comparator Groups, Remuneration, Probationary Periods, Termination, increase in PW boot allowance.
January 30, 2024	Added clarification regarding CAO wage review, general leave, and sick time
August 19, 2025	Fixed 1 typo, added verbiage regarding on-call stipend for Public Works, added clarification on CPI in Salary Grid. Removed wording regarding sick time for employees hired prior to 2010 (none left). Added wording regarding short term disability. Added review date.

District of New Hazelton

COUNCIL REPORT

Date: Oct 1, 2025

From: Laura Roe, Chief Financial Officer

SUBJECT: 3rd Quarter of 2025 Financial Update

RECOMMENDATION:

For information.

REASON FOR REPORT:

The purpose of this report is to provide Council with a financial update as of September 30, 2025.

DISCUSSION & ANALYSIS:

The balances for the District's accounts are:

Total	\$2,245,483.64
Asset Management Reserve	\$0.00
NWBC Regional FA Reserve	\$589,095.12
LGCAP	\$112,433.18
Beautification Fund	\$119,720.57
WTP Sand Replacement	\$111,378.23
Fire Department Reserve	\$27.02
DONH Jaws of Life	\$119,142.30
Cemetery Care Fund	\$4,353.78
Community Works Fund	\$408,796.47
General Account	\$780,536.97

The balances for the District's Term Deposit accounts are:

Land Sale Term	\$236,215.92
Fire Department Reserve Term	\$367,787.09
Growing Communities Reserve Fund Term	\$836,655.04
NWBC Regional FA Reserve Term	\$1,224,087.47
Asset Management Reserve Term	\$2,952,475.35
Total	\$5,617,220.87
Total Accounts and Term Deposits	\$7,862,704.51

ATTACHMENT:

- Revenue & Expense Report
- Accounts Payable Report

CONCLUSION:

Overall, the District is in a strong financial position. Administration will provide the next quarterly update at the Jan 5th meeting.

Laura Roe,

Chief Financial Officer

Report: M:\live\ap\appubbox2.p Version: 010005-L58.81.04 User ID: Laura

DISTRICT OF NEW HAZELTON
PUBLIC BODIES REPORT
Payments made for the provision of goods or service for the year 2025 - vendors above \$ 5,000.00

Date: 01/10/2025 Time: 14:46:45

Vendor #	Name	Amount
aquat	Aguatech Diving & Marine Services Ltd	5,775.00
BCHYD	BC HYDRO	74,914.16
BRAND	BRANDT TRACTOR LTD	337,873.76
BULEL	BULKLEY ELECTRIC LTD	60,115.75
BULKP	BULKLEY VALLEY PRINTERS	13,088.77
CLEAR	CLEARTECH INDUSTRIES INC.	5,851.95
COASM	COAST MOUNTAIN GM	140,700.05
COLLA	COLLABRIA MASTERCARD	144,372.38
DAYTO	WSP Canada Inc	34,167.77
DOUGN	DOUGNESS HOLDING LTD	12,596.75
FLASH	FLASHPOINT Consulting Inc	29,400.00
FOURD	FOUR DIMENSION COMPUTER CENTRE LTD	71,637.63
GERAC	GERACO INDUSTRIAL SUPPLIES	7,234.14
HAZEL	HAZELTON AREA VISITOR CENTER	29,671.39
ICBCO	ICBC	18,535.00
JANIW	JANITOR'S WAREHOUSE	5,474.84
JAWS1	JAWS OF LIFE	21,741.49
KOEND	Koenders Water Solutions Inc.	5,777.68
MCALP	MNP	26,735.61
MINIS	MINISTER OF FINANCE	10,408.71
MUNIA	MUNICIPAL INSURANCE ASSOCIATION	44,934.00
NORFU	NORTHWEST FUELS	10,201.71
NORHO	NORTHWEST REGIONAL HOSPITAL DISTRICT	53,454.00
NORLA	NORTHERN LABORATORIES LTD	5,137.65
NORWA	NORTHLANDS WATER & SEWER SUPPLIES LTD	32,752.73
PACIB	PACIFIC BLUE CROSS	45,271.91
REGIO	REGIONAL DISTRICT OF KITIMAT STIKINE	257,520.80
rockp	Rocky Mountain Phoenix	119,506.73
STEEL	STEEL RIDGE CONTRACTING LTD	9,166.85
suncv	Suncorp Valuations	16,679.26
SUPPR	SUPERIOR PROPANE	18,639.47
TELUS	TELUS	10,999.92
Terus	Terus Construction Ltd	194,365.05
TRICT	TRICON TRUSS AND MILLWORK LTD	34,755.00
TRITO	TRI TOWN LUMBER	5,583.04
URBAS	URBAN SYSTEMS LTD	143,548.73
VILLH	VILLAGE OF HAZELTON	6,401.78
WORKE	Worksafe BC	23,490.82
xenon	XenonCyber Dynamics Inc	10,500.00
	Payments made (Vendors over \$5000):	2,098,982.28

Miscellaneous payments (\$5000 and under):

162,911.49

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Page: 1 Date: 01/10/25 Version: 010020-L58.81.04 User ID: Laura District of New Hazelton Revenue & Expense Time: 14:48:40

For Periods: 1 to 9 Budget Year 2025 From G/L Account: 3511110000 To G/L Account: 8298410000 Zero Balance Accounts NOT Included Budget Cycle: PROVISIONAL Period YTD Period Period Account Number and Description Actual Budget Actual REVENUE 799,142.99-3511110000 TAXES-REAL PROPERTY 562,856.00-799,142.99-236,286.99 799,142.99-236,286.99 562,856.00-799,142.99-TOTAL TAXES GRANTS IN LIEU 30,000.00-9,700.00-1,500.00-2,500.00-45,434.09-17,202.76-1,488.66-2,925.55-45,434.09-17,202.76-1,488.66-2,925.55-3521210000 GRANTS IN LIEU-FED 3521240000 GRANTS IN LIEU-HYDRO 3521270000 GRANTS IN LIEW-TELUS 3521271000 GRANTS IN LIEW-CITYWEST 15,434.09 7,502.76 11.34-425.55

TOTAL GRANT IN LIEU	43,700.00-	67,051.06-	67,051.06-	23,351.06
OTHER REVENUE	======================================			
3521310000 ICBC COMMISSIONS	375,000.00-	376,952.44-	376,952.44-	1,952.44
3521452000 CEMETERY BURIAL & OTHER	0.00	550 00-	550.00-	550.00
3521512000 BUSINESS LICENSES	3,000.00-	4 556 98-	4,556.98-	1,556.98
3521517000 BUILDING PERMITS	1,000.00-	376,952.44- 550.00- 4,556.98- 2,354.00- 19,378.41- 1,759.57- 115,163.97- 17,375.00-	2,354.00-	1,354.00
	7,600.00-	7 623 00-	7,623.00-	23.00
3521520000 LAND RENTAL	9,500.00-	10 270 41	19,378.41-	9,878.41
3521561000 PENALTIES ON TAXES	1,000.00	1 750 57	1 750 57	
3521562000 INTEREST ON TAXES	1,000.00-	1,759.57-	1,759.57-	759.57
3521563000 INTEREST EARNED	50,000.00-	115,163.97-	115,163.97-	65,163.97
3521575000 BOWSER STREET OFFICE REVENUE				5,625.00-
3521580000 COMMUNITY CENTER REVENUE	35,000.00-	41,945.05-	41,945.05-	6,945.05
3521598000 MEETING CENTER REVENUE	8,000.00-	5,400.00-	5,400.00-	2,600.00-
3521599000 MISCELLANEOUS	10,000.00-	71,771.17-	71,771.17-	61,771.17
3521599200 SOUTH HAZELTON WATER AND PARKS	60,000.00-	35,631.71-	35,631.71-	24,368.29-
3521599300 SOUTH HAZELTON FIRE	17,000.00-	17,000.00-	17,000.00-	0.00
3521599500 CURBSIDE COLLECTION	70,000.00-	3,168.00-	3,168.00-	66,832.00-
3521621000 PROV OF BC GRANTS	450,000.00-	448,000.00-	448,000.00-	2,000.00-
3521720000 GRANT REVENUE	183,000.00-	1 614 661 62-	3,639,663.62-	3,456,663.62
3521721000 COMMUNITY WORKS FUND	80,000.00-	0.00	0.00	80,000.00-
3521721500 CLIMATE ACTION PROGRAM	0.00	0.00	16,360.00	16,360.00-
3521722000 GOVT GRANT PROJECTS	50,000.00-	49,506.06-	49,506.06-	493.94-
3521754000 ESS GRANT - RKDS	5,000.00-	5,000.00-	5,000.00-	0.00
SOLITOROU DOS GIGANI				
TOTAL OTHER REVENUE	1,438,100.00-	4,846,438.98-	4.846.438.98-	3,408,338.98
TOTAL OTHER REVEROE	===========			=======================================
OTHER GOVT COLLECTIONS				
	150,000.00-	147,320.74-	147,320.74-	2,679.26-
3521981000 OTHER GOVT LEVY-SD BASIC	120,000.00-	120 925 20	120 025 20	9,825.29
3521981010 OTHER GOVT LEVY-SD LOCAL	200,000.00-	210 026 04	210 026 04	19,926.94
3521982100 OTHER GOVT LEVY-REG DIST	200,000.00-	219,920.94	50 005 31	885.21
3521982200 OTHER GOVT LEVY-HOSPITAL	50,000.00-	50,885.21-	147,320.74- 129,825.29- 219,926.94- 50,885.21- 19.91-	
3521983000 OTHER GOVT LEVY-MFA	0.00	19.91- 4,883.09-	19.91- 4,883.09-	19.91
3521984000 OTHER GOVT LEVY-BC ASSESS	4,000.00-	4,883.09-	4,883.09-	883.09
TOTAL OTHER GOVT	524,000.00-	552,861.18-		28,861.18
TOTAL REVENUE	2,568,656.00-	6,265,494.21-	6,265,494.21-	3,696,838.21
GENERAL GOVERNMENT				=========
	1912 12 12 12 12 12			
4111000000 MAYOR-INDEMNITIES	12,000.00	7,743.75	7,743.75	4,256.25
4113000000 COUNCIL-INDEMNITIES	48,000.00	31,341.90	31,341.90	16,658.10
4119100000 COUNCIL-ADVERTISING	1,000.00	0.00	0.00 5,929.73	1,000.00
4119200000 COUNCIL-MEMBERSHIPS	5,500.00	5,929.73	5,929.73	429.73-
4119300000 COUNCIL - TRAVEL	20,000.00	15,962.08	15,962.08	4,037.92
4119400000 COUNCIL-GRANTS TO ORGANIZATIONS	13,000.00	5,108.23	5,108.23	7,891.77
4119500000 COUNCIL-SPONSORSHIPS/SCHOLARSHIPS	6,000.00	4,000.00	4,000.00	2,000.00
TOTAL GEN GOVT	105,500.00	70,085.69	70,085.69	35,414.31
ADMINISTRATION		=======================================	=======================================	=========
=======================================				
4221200000 ADMIN-SALARIES	524,000.00	357,805.83	357,805.83	166,194.17
4221300000 ADMIN-ECONOMIC DEVELOPMENT	50,000.00	50,201.85	50,201.85	201.85-
4221410000 ADMIN-TELEPHONE	14,000.00	9,296.80	9,296.80	4,703.20
4221430000 ADMIN-OFFICE HEAT/POWER	25,000.00	15,961.85	15,961.85	9,038.15
4221440000 ADMIN-BLDG INSURANCE	15,000.00	13,468.00	13,468.00	1,532.00
4221450000 ADMIN-JANITOR SERVICE	12,000.00	9,099.07	0 000 07	2,900.93
4221460000 ADMIN-JANITOR SUPPLIES	1,600.00	0.00	0.00	1,600.00
4221500000 ADMIN-DANTION SUPPLIES	10,000.00	0.00 4,147.89	0.00 4,147.89	5,852.11
4221500000 ADMIN-BEGAL 4222500000 ADMIN-AUDIT	26,000.00	25,462.49	25,462.49	537.51
122200000 NUMIN NODII	20,000.00	25/102/15	20,102.45	55.151

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From G/L Account: 3511110000 To G/L Account: 8298410000 Zero Balance Accounts NOT Included		For 1	Periods: 1 to 9	Budget Year 2025
	Period	Period	YTD	Period
Account Number and Description	Budget	Actual	Actual	Variance
LOCALOGOGO PRINTING MANY DELL'ENCO	1,000.00	652.70	652.70	347.30
4224200000 ADMIN-TAX BILLING 429100000 ADMIN-EDECTIONS 4291500000 ADMIN-PROFESSIONAL DEVELOPMENT 4292000000 ADMIN-TRAVEL	2,000.00	0.00	0.00	2,000.00
4291500000 ADMIN-PROFESSIONAL DEVELOPMENT	15,000.00	12,257.83	14.074.46	925.54
4293000000 ADMIN-IRAVEL 4293000000 ADMIN-LIAB INSURANCE	14,000.00	1,977.00	1,977.00	12,023.00
4295000000 ADMIN-SPONSORSHIPS	2,500.00	1,340.00	1,340.00	1,160.00
4299100000 ADMIN-EMPLOYEE BENEFITS	130,000.00	99,753.13	99,753.13	1 018 54
4299200000 ADMIN-PHOTOCOPYING 4299300000 ADMIN-POSTAGE	2.000.00	2.122.33	2,122.33	122.33-
4299400000 ADMIN-PRINT/STAT	3,000.00	173.34	173.34	2,826.66
4299410000 ADMIN-OFFICE SUPPLIES	9,000.00	6,881.44	6,881.44	2,118.56
4299450000 ADMIN-COMPUTER MTCE	2 500 00	0.00	0.00	2,500.00
4299455000 ADMIN - WEB SITE 4299500000 ADMIN-GEN ADVERT	5,000.00	7,907.58	7,907.58	2,907.58-
4299910000 ADMIN-CONSULTANTS	35,000.00	17,650.00	17,650.00	17,350.00
4299920000 ADMIN-OTHER	1,000.00 2,000.00 25,000.00 15,000.00 14,000.00 2,500.00 130,000.00 2,000.00 3,000.00 9,000.00 15,000.00 2,500.00 5,000.00 35,000.00	3,208.12	3,208.12	6,791.88
TOTAL ADMIN	956,600.00	681,782.46	681,782.46	274,817.54
PROT SERVICES				
4341100000 PROT SERV-FIRE CHIEF	48,573.00	31,133.46	31,133.46	17,439.54
4341200000 PROT SERV-BENEFITS	10,000.00	3,692.47	3,692.47	6,307.53
4341300000 PROT SERV-WCB 4342000000 PROT SERV-REMUNERATION	1,500.00	205.32	205.32	13,794.68
4344000000 PROT SERV-TELEPHONE	3,500.00	1,915.17	1,915.17	1,584.83
4346000000 PROT SERV-TRAINING	20,000.00	10,059.35	10,059.35	9,940.65
4348000000 PROT SERV-INSURANCE	4,200.00	159.00	159.00	4,041.00
4348200000 PROT SERV-R/M 4348300000 PROT SERV-GAS/OIL	1,200.00	658.24	658.24	541.76
4348350000 FROT SERV-GAS/OTH 4348350000 TRAVEL -TRAINING	4,500.00	0.00	0.00	4,500.00
4348400000 PROT SERV-SUPPLIES	135,000.00	17,803.81	17,803.81	117,196.19
4349000000 PROT SERV-OTHER	2,000.00	1,590.04	1,590.04	9 000 00
4349500000 PROT-CONSULTANTS 4392000000 PROT SERV-BLDG INSP	48,573.00 10,000.00 1,500.00 14,000.00 3,500.00 20,000.00 4,200.00 7,000.00 1,200.00 4,500.00 2,000.00 2,000.00 30,000.00	10,742.00	10,742.00	10,742.00-
TOTAL PROT SERV	281,473.00	103,372.17	103,372.17	178,100.83
TRANSPORTATION SERV	gall talk field bell dark dass park dann gall dann bell dark dass dann dann dann dann dann dann dann			
4411000000 TRANS-SALARIES	424,800.00	223,363.22	223,363.22 146,973.05 18,228.00 21,350.00	201,436.78
4412000000 TRANS-CONSULTANTS	90,000.00	146,973.05	146,973.05	56,973.05-
4413000000 TRANS-GEN INSURANCE	25,000.00	18,228.00 21,350.00	18,228.00	6,772.00 23,650.00
4413100000 TRANS-R/M 4413200000 TRANS-GAS/OIL	45,000.00 42.000.00	24,644.78	21,350.00 24,644.78 998.84 9,715.94 5,409.88 12,581.42 718.64 14,225.20 17,671.04 3,319.02 4,072.53 2,539.05	17,355.22
4414000000 TRANS-SMALL TOOLS/EQUIP	4,000.00	998.84	998.84	3,001.16
4414100000 TRANS-GENERAL SUPPLIES	12,000.00	9,715.94	9,715.94	2,284.06
4415100000 TRANS-TELEPHONE 4415200000 TRANS-HEAT/POWER	6,000.00	5,409.88 12 581 42	12.581.42	10.418.58
4415200000 TRANS-HEAT/POWER 4415300000 TRANS-YARD REPAIRS	2,500.00	718.64	718.64	1,781.36
4415400000 TRANS-BLDG REPAIRS	20,000.00	14,225.20	14,225.20	5,774.80
4417000000 TRANS-WCB	24,000.00	17,671.04	17,671.04	6,328.96
4419100000 TRANS-SUBSCRIPTIONS 4419200000 TRANS-TRAVEL	4.000.00	4.072.53	4,072.53	72.53-
4419250000 TRANS-PROFESSIONAL DEVELOPMENT	15,000.00	2,539.05	2,539.05	
4419300000 TRANS-BENEFITS	98,000.00	84,580.53	84,580.53	13,419.47
4419900000 TRANS-OTHER	5,000.00	7,735.27	7,735.27 4,425.59	2,735.27- 574.41
4423110000 TRANS-PAVED ROADS 4423120000 TRANS-GRAVEL ROADS	5,000.00 15,000.00	4,425.59 4,598.00	4,423.39	10,402.00
4423120000 TRANS-DITCHES & CULVERTS	7,500.00	1,776.20	1,776.20	5,723.80
4423500000 TRANS-GRAVEL PIT	2,000.00	1,850.00	1,850.00	150.00
4423720000 TRANS-SANDING	6,000.00	0.00 28,327.86	0.00 28,327.86	6,000.00 11,672.14
4425000000 TRANS-STREET LIGHTING 4426100000 TRANS-SIGNS	40,000.00	934.85	934.85	65.15
4426400000 LIGHTING AND BANNERS	7,000.00	0.00	0.00	7,000.00
4426500000 LANDSCAPING 4426600000 SOUTH HAZELTON WATER EXPENSES	12,000.00 25,000.00	5,022.02 26,051.59	5,022.02 26,051.59	6,977.98 1,051.59-
TOTAL TRANSPORTATION	965,800.00	671,112.52	671,112.52	294,687.48
4521410000 MEETING-ALARM	700.00	479.40	479.40	220.60
4521410000 MEETING-ALANG 4521430000 MEETING-INSURANCE	3,500.00 700.00	2,635.91 700.00	2,635.91 700.00	864.09
TOTAL MEETING C.	4,900.00	3,815.31	3,815.31	1,084.69

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******************************** For Periods: 1 to 9 Budget Year 2025 From G/L Account: 3511110000 To G/L Account: 8298410000 Budget Cycle: PROVISIONAL Zero Balance Accounts NOT Included Period Period YTD Period Actual Variance Account Number and Description Budget Actual 0.00 0.00 7,656.62 7,656.62 5,000.00 5,000.00 10,903.10 10,903.10 11.510.34 11,510.34 2,000.00 12,600.00 2,000.00 4612900000 CEMETERY 4612910000 DOG CONTROL 4,943.38 15,000.00 1,096.90 4614000000 ECONOMIC DEVELOPMENT 20,000.00 4615520000 EMERGENCY SUPPORT SERVICES 4615600000 COMMUNITY CELEBRATIONS 12,000.00 8,489.66 20,000.00 TOTAL OTHER 99,598.06 99,598.06 67,001.94 166,600.00 -----_____ COMMUNITY CENTRE 960.00 14,964.59 960.00 40.00 4708000000 COMMUNITY CENTER-ALARM 1,000.00 14,964.59 4,831.00 4709000000 COMMUNITY CENTER-HEAT/POWER 4710000000 COMMUNITY CENTER-INSURANCE 24,000.00 5,000.00 3,000.00 9,035.41 169.00 4,831.00 4711000000 COMMUNITY CENTER-SUPPLIES 4712000000 COMMUNITY CENTER-CUSTODIAL 2,143.97 4,289.34 418.74 2,143.97 856.03 4,710.66 9,000.00 4,289.34 4713000000 COMMUNITY CENTRE - BUILDING REPAIRS 9,581.26 27,607.64 24,392.36 27,607.64 TOTAL - FITNESS CENTRE 52,000.00 ______ FISCAL SERVICES 8,278.96 48,602.40 185,109.57 4819000000 DEBIT/CREDIT CARD CHARGES 8,278.96 48,602.40 185,109.57 278.96-8,000.00 50,000.00 1,397.60 4822120000 COMPUTER SYSTEM 4822130000 ROADS 213,000.00 27,890.43

4822140000 FIRE STRUCTURES AND EQUIPMENT 4822150000 RECREATIONAL 4822160000 GENERAL GOVERNMENT 4822170000 PUBLIC WORKS & EQUIPMENT 4822180000 DOWNTOWN REVITILIZATION	5,000.00 5,000.00 15,000.00 833,000.00 181,400.00	0.00 0.00 63,117.46 590,472.44 0.00	0.00 0.00 63,117.46 590,472.44 0.00	5,000.00 5,000.00 48,117.46- 242,527.56 181,400.00
4822190000 TOURISM 4822500000 TRANS TO RESERVE ACCOUNT	12,500.00 1,245,000.00	0.00 0.00	0.00 0.00	12,500.00 1,245,000.00
TOTAL FISCAL	2,567,900.00	895,580.83	895,580.83	1,672,319.17
4941000000 SCHOOL-BASIC 4941100000 SCHOOL-LOCAL 4942100000 REG. DIST 4942200000 HOSPITAL 4944200000 BC ASSESS	150,000.00 120,000.00 200,000.00 50,000.00 4,000.00	166,308.94 0.00 230,108.00 53,454.00 5,275.21	166,308.94 0.00 230,108.00 53,454.00 5,275.21	16,308.94- 120,000.00 30,108.00- 3,454.00- 1,275.21-
TOTAL OTHER GOVT	524,000.00	455,146.15	455,146.15	68,853.85
TOTAL EXPENSES	5,624,773.00	3,008,100.83	3,008,100.83	2,616,672.17
WATER REVENUE			6	
6196110000 WATER USER 6196120000 WATER CONNECTION 6196130000 WATER FRONTAGE TAX 6196150000 WATER-HAGWILGET	128,000.00- 20,000.00- 34,000.00- 15,000.00-	4,728.00- 0.00 34,328.62- 15,984.30-	4,728.00- 0.00 34,328.62- 15,984.30-	123,272.00- 20,000.00- 328.62 984.30
TOTAL WATER REVENUE	197,000.00-	55,040.92-	55,040.92-	141,959.08-
WATER EXPENSES				
6296150000 WATER-R/M 6296160000 WATER-HOUSE CONNECTIONS 6296410000 WATER CAPITAL 6297100000 WTP-SALARIES 6297200000 WTP-TELEPHONE 6297300000 WTP-HEAT/POWER 6297400000 WTP-CHEMICALS 6297450000 WTP-REPAIR/MAINTENANCE 6297490000 WTP-INSURANCE 6297500000 WTP-MISCELLANEOUS 6298200000 WTP-SAND ADDITIONS	25,000.00 20,000.00 25,000.00 81,034.00 7,500.00 18,000.00 5,000.00 7,500.00 9,000.00 5,000.00 4,000.00	0.00 0.00 0.00 57,113,99 5,864.62 9,821,99 0.31- 10,341.49 9,289.00 16,064.30 0.00	0.00 0.00 57,113.99 5,864.62 9,821.99 0.31- 10,341.49 9,289.00 16,064.30 0.00	25,000.00 20,000.00 25,000.00 23,920.01 1,635.38 8,178.01 5,000.31 2,841.49- 289.00- 11,064.30- 4,000.00
TOTAL WATER EXPENSES	207,034.00	108,495.08	108,495.08	98,538.92
TOTAL REVENUE SEWER OPER.				
8198150000 SEWER-USER RATES 8198160000 SEWER-CONNECTION CHARGES 8198170000 SEWER-FRONTAGE TAX 8198210000 TRANSFER FROM RESERVE	42,000.00- 2,000.00- 28,500.00- 800,000.00-	1,560.00- 0.00 28,776.55- 0.00	1,560.00- 0.00 28,776.55- 0.00	40,440.00- 2,000.00- 276.55 800,000.00-
TOTAL REV SEWER OPER	872,500.00-	30,336.55-	30,336.55-	842,163.45-

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District of New Hazelton Revenue & Expense

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	From G/L Account: 3511110000		For	Periods: 1 to 9	Budget Year 2025			
	To G/L Account: 8298410000				The second of th			
Zero Balance Accounts NOT Included Budget Cycle: PROVISIO								
		Period	Period	YTD	Period			
	Account Number and Description	Budget	Actual	Actual	Variance			
	SEWER OPERATING EXPENSES							
	8298270000 SEWER CAPITAL	800,000.00	32,540.73	32,540.73	767,459.27			
	8298310000 SEWER-PUMPING MAIN	13,000.00	11,996.90	11,996.90	1,003.10			
	8298320000 SEWER-LAB. TESTING	4,000.00	4,221.85	4,221.85	221.85-			
	8298330000 SEWER-TREATMENT CHEMICALS	8,000.00	6,328.92	6,328.92	1,671.08			
	8298350000 SEWER-HYDRO	16,500.00	10,352.37	10,352.37	6,147.63			
	8298360000 SEWER-TELEPHONE	4,000.00	3,350.88	3,350.88	649.12			
	8298370000 SEWER-REPAIR/MAIN	8,000.00	5,189.00	5,189.00	2,811.00			
	8298375000 SEWER-INSURANCE	2,500.00	2,553.00	2,553.00	53.00-			
	8298410000 SEWER-LICENSES & PERMITS	2,500.00	1,878.84	1,878.84	621.16			
	TOTAL EXPENSES SEWER OPER	858,500.00	78,412.49	78,412.49	780,087.51			
			=======================================	=======================================				
	TOTAL TRIAL BALANCE	3,052,151.00	3,155,863.28-	3,155,863.28-	6,208,014.28			
			=======================================	=======================================				
	Report Totals	3,052,151.00	3,155,863.28-	3,155,863.28-	6,208,014.28			

^{***} End of Report ***

Agenda Meeting Schedule

DATE	TIME	WHERE	INFORMATION
October 15 th	8:00AM-4:30PM	Prince George	NCLGA Mental Health & Addictions Symposium
November 3 rd	7:00PM	Council Chambers	Regular Council Meeting
November 12 th	12:00PM-1:00PM	Virtual Webinar	Advancing Local Government Advocacy through effective NCLGA Resolution Processes
November 20 th	10:00AM-12:00PM	Council Chambers	COTW - Budget Meeting
November 22 nd			North West Regional Hospital District Regular Meeting
December 1st	7:00PM	Council Chambers	Regular Council Meeting

October 2025 Information Package



August 29, 2025 Our Ref. 23878

Their Worship Julie Maitland Mayor Hazelton (Village) cao@hazelton.ca; whunt@hazelton.ca

Dear Mayor Maitland:

Thank you for scheduling a meeting with the Ministry of Infrastructure to discuss important matters for your community at this year's Union of BC Municipalities Convention. While I will not be in attendance at the convention this year, my Chief-of-Staff Melanie Triemstra and members of the ministry's senior executive team are available to meet with you on my behalf.

As you know, the Ministry of Infrastructure was established in November 2024 to oversee major capital project planning services, procurement and delivery of vertical provincial capital projects (i.e. buildings) such as schools, hospitals, long-term care facilities, and post-secondary facilities, including student housing. For more information about our ministry, including a list of the capital projects the ministry is responsible for, please read our 2025/26-2027/28 Service Plan.

For greater clarity, the scope of our work does not include transportation infrastructure, including transit, which remains the purview of the Ministry of Transportation and Transit. Further, housing and municipal infrastructure such as water and sewer systems continues to fall within the mandate of the Ministry of Housing and Municipal Affairs.

The *Infrastructure Projects Act*, led by the Ministry of Infrastructure and passed in May 2025, streamlines permitting and approvals to accelerate the construction of critical infrastructure across B.C. For local governments, this means more streamlined delivery of essential provincial projects like schools and hospitals. The *Act* can also be used to help support critical infrastructure delivered by other entities, such as local governments, helping communities grow and respond more effectively to economic and population pressures. I encourage you and your team to participate in engagement opportunities on the implementation of the *Act*, which are open now at engage.gov.bc.ca/infrastructure.

.../2

Thank you again for reaching out to meet with us. I'm confident your time with Deputy Minister Bobbi Plecas and the rest of the team will be productive, and I look forward to future opportunities to continue our discussions.

Sincerely,

Honourable Bowinn Ma Minister of Infrastructure



UBCM Resolution NR75 – Mobile Live Animal **Programs**

Submission from Vancouver Humane Society (VHS)

Summary

- VHS position: The VHS supports UBCM resolution NR75, which calls on the Province
 of British Columbia to regulate mobile live animal programs and to update the Controlled
 Alien Species Regulation (CASR) to equally prioritize animal welfare considerations
 alongside public safety, and prohibit the import, keeping, breeding and transport of all
 exotic species.
 - The VHS recommends that the Province update the CASR by implementing a positive list framework that allows only species proven suitable as pets based on welfare, health, and environmental criteria. Criteria should be informed by the use evidence-based tools, such as the EMODE pet scoring system, to determine suitability.
- Mobile live animal programs: MLAPs can take many forms, including travelling petting
 zoos, presentations, and events. They involve the transport of animals to a location for
 display, public entertainment, or sale to the public, and feature a variety of different
 animals, including exotic animals (wild animals not native to BC).
- Animal welfare concerns: MLAPs pose a number of animal welfare risks, including
 frequent travel to and from events; disruption of normal behaviour; inappropriate animal
 housing; and public handling of animals. Exotic animals, whether wild-caught or captivebred, retain their complex social, physiological and behavioural needs that they would
 have in the wild. Meeting the complex needs of many exotic species is unrealistic to near
 impossible for most people, making them inappropriate pets. Failure to meet exotic
 animals' needs can lead to chronic stress, suffering and compromised health.
- Public health risks: Approximately 75% of emerging infectious diseases are zoonotic (transmitted from animals to people). MLAPs and the exotic pet trade present a risk for zoonotic disease spread due to factors including more animal species and numbers; species mixing; close human contact; less structure/scrutiny.
- Environmental & community impacts: Accidental or intentional release of exotic pets
 can introduce invasive species, harming biodiversity and exacerbating climate change
 impacts. Abandoned and surrendered exotic pets place additional strain on already
 overwhelmed shelters, rescues, and veterinary services, which may also not have the
 specialized knowledge and expertise to house and care for such a wide range of exotic
 species.
- Lack of educational value: While MLAPs are often marketed as being educational, this
 claim is highly disputed. These programs may send the wrong message to the public by
 normalizing the notion that animals exist for our amusement and the removal of animals



from their habitat may undermine their complex care and needs and inadvertently promote irresponsible ownership.

- Public sentiment: Polling shows strong opposition to exotic pet trade and support for stronger protections.
- Gaps in current provincial regulation:
 - There are no provincial government regulations in place that are specific to mobile live animal programs and there is a lack of consistent and enforceable standards for keeping, breeding, and trading exotic pets.
 - Existing Controlled Alien Species Regulations focus on dangerous species but do not consider animal welfare and many zoonotic disease risks.

Introduction

The Vancouver Humane Society (VHS) is a registered charity advocating for humane animal treatment. Since the 1980s, the VHS has worked to address the use of animals in entertainment and the trade and possession of exotic animals* as a significant animal welfare, environmental, and public health issue.

*Exotic animals: non-domesticated, non-native wild species, whether wild-caught or captive-bred (BC SPCA definition).

Background

Mobile live animal programs

Mobile live animal programs (MLAPs) can take many forms, including travelling petting zoos, presentations, and events. They involve the transport of animals to a location for display, public entertainment, or sale to the public, and feature a variety of different animals, including exotic animals (wild animals not native to BC), such as spiders, snakes, lizards, and tortoises. MLAPs often take place at birthday parties, school presentations, and corporate or public events.

The scale of the exotic animal trade

The global wildlife trade is a multi-billion dollar industry that includes the exotic pet trade in Canada. Between 2007 and 2017, more than 23 million wild animals were imported into Canada for commercial or personal reasons. According to research by World Animal Protection, there are 1.4 million exotic animals kept as pets in Canada, including 478,648 birds, 462,893 reptiles and 342,250 mammals. The research estimated 191,490 exotic pets are kept in British Columbia.

Animal welfare impacts

Exotic animals, whether wild-caught or captive-bred, retain their complex social, physiological, and behavioural needs that they would have in the wild. Attempting to replicate their natural environment in a captive setting is incredibly challenging and failure to meet their needs can significantly compromise their overall health and welfare.



The EMODE Pet Score system (Easy, Moderate, Difficult, Extreme) was developed by scientists and vets to assess the suitability of different animals as pets, based on how challenging they are to keep. Many species commonly displayed and sold to the public at exotic pet expos in BC are rated as difficult to extreme, meaning that providing appropriate care for these animals is unrealistic to near impossible for most people. This includes species such as crested, gargoyle and day geckos; hognose snakes, kingsnakes, carpet pythons, blood pythons, and rainbow boas; and tegu lizards and monitors.

Animal welfare concerns associated with MLAPs includevi:

- Restricted movement due to lack of space;
- · Limited behavioural opportunities/forced idleness;
- Reduced/unnatural food and feeding opportunities;
- Reduced retreat space/violation of fight/flight distance;
- Abnormal social groups;
- Forced proximity to humans/observation-related effects;
- Exposure to unnatural lighting and light cycles/aversive sounds and odours;
- Inadequate/uncomfortable temperatures and environmental conditions;
- Inappropriate/uncomfortable substrates;
- · New diseases and parasites;

Environmental risk

Exotic pet release, whether accidental or intentional, is a major pathway for invasive species introduction. These invasive species often possess traits such as rapid growth, generalist diets, and high reproductive capacity that allow them to thrive and subsequently threaten and outcompete native species for habitat and food. This can alter ecological relationships, cause disease introduction and transmission, strain conservation efforts for species at risk and result in irreversible impacts. B.C. has experienced invasive pet species, including the red-eared slider turtle.

A scientific case study in B.C. illustrates the significant threat native species face because of invasive species. One example is the introduced fungal pathogen causing chytridiomycosis in amphibians that has quickly spread across B.C. and globally, with significant effects on host populations, including cases of extirpation. Importantly, the study also raises concern about the connection between climate change and invasive species, noting that climate change is already accelerating the introduction and spread of invasive species. It goes on to suggest that "invasive species may also exacerbate climate change impacts on native species by reducing the climate resilience of natural habitats."

World Animal Protection has created an online database that tracks exotic animal incidents across Canada, including escapes, intentionally released animals, and disease outbreaks.* In the last decade, there have been numerous documented disease outbreaks in B.C. linked to the exotic pet trade, four of which occurred in 2023 and 2024 and were associated with snakes, lizards, and geckos. Since the introduction of BC's Controlled Alien Species Regulations in 2009, there have been nearly 40 documented animal escapes/releases in BC.



Public health and safety concerns

Research indicates that 75% of emerging infectious diseases are zoonotic (transmitted from non-human animals to humans). Factors that increase the risk of disease spread include more animal species; higher risk species; more animal numbers; more human contact; greater geographic ranges; movement from less encountered areas; species we know less about; mixing of species (in transit, upon arrival); less structure/scrutiny. Xii

Stress in animals can also lead to weakened immune systems and increased shedding and transmission of infectious disease. The transport and frequent handling of animals through MLAPs and the exotic pet trade presents a significant risk factor for stress. Stressed animals may also be more likely to bite or scratch, which is a primary way infectious disease is spread.

A number of zoonotic diseases have long been associated with exotic pet ownership. A 2014 article in the journal of The Canadian Institute of Public Health Inspectors, stated: "The popularity of having exotic animals as pets is increasing, particularly among children. It is also estimated that approximately 75% of emerging infectious diseases are zoonotic. The implications of these two trends are areas of concern for the public health community." The article added that: "Pets have been the source of numerous human infections across North America such as salmonellosis, tularensis, murine typhus, monkeypox, cutaneous larvae migrans, and Human Lymphocytic Chorimeningitis Virus (HLCV) infections."

Lack of specialized care and resources

Veterinary shortages and overwhelmed shelters further limit the capacity to care for surrendered or abandoned exotic pets. In recent years, some veterinarians have had to cut their services to exotic animals in order to focus on the significant influx of domestic animals in need of care.xiv In addition to this, many animal shelters, rescues, and sanctuaries are not only operating at or above capacity, but are also not equipped to take in exotic animal surrenders of such a wide range of species who require specialized care.

Lack of educational value

While MLAPs are often marketed as being educational, this claim is highly disputed. Research suggests that not only is there no substantive evidence to support claims that MLAPs are educationally beneficial, but that they may in fact perpetuate negative learning outcomes. This is as a result of the public seeing animals removed from their natural context and the lack of freedom and privacy provided to animals during their use in MLAPs.** This may instead normalize the notion of exploitation of animals; undermine the complexity of their care and needs; and inadvertently promote irresponsible exotic pet ownership.

Public sentiment

Polling commissioned by World Animal Protection Canada in 2020 found that a strong majority of Canadians do not support the capture, breeding and trade of wild animals for the exotic pet industry.^{xvi} Polling data indicates that Canadians believe the wild animal trade is cruel and can cause animal suffering (93%); threatens biodiversity and can cause species extinction (89%);



and threatens human health and can cause pandemics (89%). Locally, the VHS commissioned public polling in 2021 that reveals 89% of British Columbians oppose the international trade of exotic, wild animals to be kept on display in permanent captivity. Will Collectively, this polling data reinforces that the welfare of exotic animals in captivity is indeed an issue of concern for the public.

Lack of consistent and enforceable guidelines

There is a lack of consistent and enforceable guidelines when it comes to the keeping, breeding, and trade of exotic pets in B.C. These activities are not prescribed as regulated activities in B.C., which means there are no defined accepted practices or standards that guide the exotic pet industry. In practice, this allows the exotic pet industry to set its own rules and leaves exotic animals at significant risk of poor welfare due to inadequate housing and environmental conditions, inappropriate diets, and the inability to engage in important natural behaviours.^{xviii}

Similarly, MLAPs are not regulated in BC and there are no requirements for education or training for operations, staff or volunteers, or for how programs are operated or promoted to the public.

Controlled Alien Species Regulations

The introduction of the Controlled Alien Species Regulation (CASR) in B.C. in 2009 addressed some of the most serious and urgent problems at the time, created by the possession of exotic animals by B.C. residents. For example, the CASR prohibited ownership (without a permit) of dangerous animals such as tigers and venomous snakes, which were included in a list of more than 1,000 animals designated as controlled alien species because they pose a potential threat to people, property, wildlife, and wildlife habitat.

However, the CASR does not consider animal welfare in its criteria for which animals are prohibited. Similarly, while the regulations focused on species that pose a serious threat of physical harm, they fail to prioritize those that pose a potential zoonotic disease risk. Many species that suffer in captivity or pose disease threats remain legal to own and trade.

Positive lists

Currently, the CASR restricts or bans certain species, which is referred to as "negative listing." In contrast, "positive listing" outlines species allowed to be kept as pets, with any species not listed considered prohibited.

A growing body of scientific literature, policy analyses, and government case studies conclude that a positive list approach is the most effective, precautionary, and scientifically grounded mechanism for addressing welfare issues, public health and safety threats, and ecological risks associated with exotic pet keeping.xix

The advantages attributed to positive lists include:

 Clear and simple: Unlike B.C.'s current list of 1,000+ prohibited species, positive lists are short and easy for the public to understand.



- Evidence-based: Only animals that meet criteria for welfare, safety, and environmental protection are included.
- Precautionary: Shifts the burden of proof to those wishing to keep or trade exotic animals, as in other regulated industries.
- Precedence: Positive lists have been developed in numerous jurisdictions, including Belgium, Luxembourg, Malta, Norway, the Netherlands, and New Brunswick.**

Establishing criteria for positive lists

Determining which animals should be included on a positive list requires establishing evidence-based suitability criteria pertinent to animal welfare; public health and safety; and environmental and biodiversity protection. This should include:

- Ability to meet species' behavioural, environmental, and dietary needs in captivity:
- Availability of qualified veterinary care within a reasonable distance;
- No significant zoonotic, injury, or ecological risks;
- Scientific evidence confirming the species' suitability for captivity (e.g. EMODE pet score).

Recommendations

Given the evidence outlined above, the VHS supports UBCM resolution NR75, which calls on the Province of British Columbia to regulate mobile live animal programs and to update the Controlled Alien Species Regulation (CASR) to equally prioritize animal welfare considerations alongside public safety, and prohibit the import, keeping, breeding and transport of all exotic species.

The VHS recommends that the Province update the CASR by implementing a positive list framework that allows only species proven suitable as pets based on welfare, health, and environmental criteria. Criteria should be informed by the use evidence-based tools, such as the EMODE pet scoring system, to determine suitability.

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THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER

OFFICE OF THE MAYOR

September 15, 2025

Christine Boyle
Minister of Housing and Municipal Affairs
PO Box 9074 Stn Prov Govt
Victoria BC V8W 9E9
Email: Christine.Boyle.MLA@leg.bc.ca

Dear Minister Boyle,

This letter is in response to your letter of July 24, 2025, and its enclosed Directives for West Vancouver. In the attachment we provide a detailed response to the technical issues.

The province's decision to impose mandatory directives is, in our view, an unprecedented and unacceptable intrusion into the fundamental responsibilities of local government. For more than a century, municipalities in British Columbia have held responsibility for local land use decisions, precisely because these decisions shape the very character of our communities. To remove these powers from elected local councils is not only a breach of that tradition, it is a direct erosion of local democracy.

Let me be clear: West Vancouver is not resisting housing. Quite the opposite — we have approved the zoning which in time will create thousands of new homes. This has created award-winning policies to diversify housing and demonstrated a willingness to lead on this issue. Our Council has not rejected a single housing application this term. We have sufficient zoned capacity to meet and exceed provincial targets. The reality is that housing supply is driven as much by market conditions as by zoning. No amount of provincial fiat can change that.

What is at stake here is not whether new housing will be built — it will — but whether local communities will continue to have a meaningful voice in shaping how growth takes place. Residents expect their elected councils to balance growth with livability, infrastructure, and the unique character of each community. That work cannot be replaced by directives issued from Victoria.

Equally important, the Province's directives ignore the most pressing constraint facing our community: transportation. West Vancouver and the North Shore are literally in gridlock for much of the day. This is driven by the rapid growth in the Sea to Sky corridor and the heavy volumes of

people moving through the Horseshoe Bay ferry terminal. Without urgent investment in public transit, additional density only worsens congestion, undermining quality of life and the very housing objectives the Province seeks to advance. If the Province wishes to be a partner in building sustainable communities, then addressing transit and mobility must be at the top of the agenda.

We are deeply concerned that the approach being taken in West Vancouver will set a precedent for municipalities across British Columbia. If the Province can simply override local governments on matters of land use, then no community's planning process is safe. We know that many of our colleagues in other municipalities, regardless of political stripe, share this concern.

Rather than unilateral directives, I urge the Province to adopt a true partnership approach — one that respects the democratic mandate of local councils, recognizes the diversity of our communities, and works collaboratively to meet our shared housing goals. West Vancouver remains committed to planning for housing in a thoughtful and effective way. We ask only that the Province respect the role of local government in doing so — and that it acknowledges the urgent need for transit solutions if new housing is to succeed.

We would welcome the opportunity to meet with you, not only on behalf of West Vancouver, but as part of a broader conversation with other mayors and councils across the province who are equally committed to housing solutions and equally concerned about this erosion of local responsibility.

Respectfully, Soft,

Mark Sager

Mayor of West Vancouver

cc:

B.C. Municipalities

West Vancouver acknowledges the need for, and is supportive of, new development in our community – as part of thoughtfully planned change that responds to both the input of our residents and the context of our unique neighbourhoods. Secondly, that we have taken, are taking, and will continue to take action on housing.

This action has been guided by our 2018 OCP, the outcome of extensive community engagement, and a document the Provincial Advisor's report describes as an "excellent official community plan". Council has been working to implement this OCP. Examples include Local Area Plans (LAPs) for mixed-use centres along Marine Drive and in Horseshoe Bay, places we would encourage you to visit to see the significant development that has taken place; while our work across single-detached neighbourhoods, which established a maximum ownership house size with zoned density "earned back" through the inclusion of rental coach houses, achieved a Planning Institute of British Columbia Gold Award for Excellence in 2022. These kinds of initiatives have delivered new housing. Indeed, had the Province's Housing Targets commenced one year earlier (in October 2022 versus 2023), the District would have been able to report 568 net new units for the first 12 months which would have exceeded the first and second year cumulative target (462 units).

Council is continuing to implement the OCP. This has been through development applications the OCP enables: this Council has not defeated a single application this term. And this has been through continuing LAP initiatives: this Council has approved an area development plan for over 3,700 mixed tenure housing units in Cypress Village, and the first stream of the Ambleside LAP (the Apartment Area, with a variety of supportive policies for rental, strata, and missing middle housing). These completed initiatives have already led to the formation of a dedicated implementation project team for Cypress Village; and Council direction for a private development application to proceed, in addition to Council rezoning District-owned land, for more housing in Ambleside.

West Vancouver currently has sufficient zoned capacity to meet both the provincially-determined 20-year housing needs and provincially-issued 5-year housing targets. However, in terms of the number of building permit and rezoning applications we receive, the District is restricted by the market. I would encourage you and your staff to review regional and provincial data regarding housing starts, existing unabsorbed new units, days-on-market and sales-to-new-listings ratios for resale units. West Vancouver is not immune from this market downturn. A local example would be a 201 rental unit project, which Council approved, staff processed, and that the applicant chose to let issued permits expire. In this economic climate, West Vancouver continues to advance its planning – which will include the legislated update to the OCP to provide for the additional approximate 900-unit capacity identified in the Housing Needs Report by December 31, 2025 – with the public involvement, staff diligence, and careful Council decision-making that has shaped our community since its inception.

As the incorporated local land use authority, we find the issuance of Directives runs contrary to a more collaborative partnership with the Ministry and have the following specific concerns regarding the three Directives:

Directive 1: Increase Density at Park Royal

A Taylor Way LAP, including Park Royal North, is expected to include financial, transportation, and urban design modeling – as well as community input. However, the Directive is based on defined

densities within a 400-metre radius centred on a cluster of bus stops, without indication given to the actual location, infrastructure, space, timing, or funding of a new transit hub and how this should be integrated with the new development.

Directive 2: Extend Ambleside Apartment Area DPA

The area indicated either already allows for 6-units per lot, or has already been identified for further planning work as part of the Neighbourhood Area (the third stream of the ongoing Ambleside LAP). The focus of this stream will be missing middle forms of housing. These are much-needed forms of housing, which would be made less likely (or impossible) by a Directive for waterfront-adjacent or proximate high-rise apartments.

Directive 3: Approve Proposed Ambleside Centre Local Area Plan

This proposed bylaw, the second stream of the Ambleside LAP, stems from a thorough community process addressing a broad range of issues (commercial revitalization, public realm and facilities improvements) in addition to housing. The bylaw has been presented and remains with Council to direct any modifications and consider its adoption, a fundamental prerogative of the elected representatives of West Vancouver.

Our intention is to address the areas identified in the three Directives in a way that respects our tradition of thoughtful planning, community involvement, and Council's local land use decision-making – recognizing that that this takes time beyond the Directives' imposed December 31, 2025 deadline. We continue to invite the Minister to meet with us to foster a better understanding of our initiatives and a more collaborative approach, one which would include the Province committing to move ahead with projects funded (at least in part) by BC Housing, notably Klahanie Court and Inglewood Care Centre.



September 12, 2025

File No: 01-0400-50/25

To: Elected Officials attending the 2025 UBCM Convention

Re: City of Pitt Meadows resolution to call on the Provincial government to raise agriculture funding in BC

Dear Colleagues:

Pitt Meadows City Council looks forward to connecting with other elected officials from across the province at the upcoming Union of British Columbia Municipalities (UBCM) 2025 Convention.

In alignment with the <u>City of Pitt Meadows' Strategic Plan</u> - and with this year's Convention theme, "Charting the Course" - I am writing to raise awareness of a resolution for which we are seeking your endorsement. Specifically, we are calling on the Government of British Columbia to increase funding for agriculture across the province.

The City of Pitt Meadows continues to advance the priorities identified in our <u>Agricultural Viability Strategy</u>. However, according to the B.C. Agricultural Council (BCAC), B.C.'s five-year average of public spending on agriculture, as a share of agriculture's contribution to GDP, was approximately 2.5 percent—the lowest among <u>all</u> provinces, and far below the Canadian historical average of 12 percent. A meaningful increase in provincial funding would provide much-needed programs and supports to strengthen the agricultural sector and ensure its long-term viability.

Therefore, we are asking that you vote in favour of Resolution EB89 – Increased Ministry Funding for Agriculture. This resolution received endorsement from the Lower Mainland Local Government Association (LMLGA) at its 2025 convention, and we are now eager to seek support from the UBCM membership.

1...2

A copy of the resolution is attached to this letter and can also be found at the link below.

In Pitt Meadows, we are committed to a thriving and resilient agricultural sector. Increasing investment in agriculture is imperative to ensure the long-term sustainability of our farms, food producers and rural communities.

By aligning funding with the national average, the Province can demonstrate its commitment to a resilient, thriving agricultural sector that supports families, businesses and food security for all British Columbians. We hope to receive your endorsement.

For more information, please visit <u>www.pittmeadows.ca/ubcm-resolution-2025</u>.

Thank you in advance for your support,

Yours Truly,

Nicole MacDonald

Mayor

cc: Pitt Meadows City Council

CAO Mark Roberts, City of Pitt Meadows

Attach: Excerpt from 2025 UBCM Resolutions Books

Backgrounder - Increased Provincial Funding for Agriculture

Excerpt from the 2025 UBCM Resolutions Book

[from p. 104/105...]

EB89 Increased Ministry Funding for Agriculture Pitt Meadows

Whereas provincial funding for agriculture in British Columbia as a percentage of the sector's contribution to Gross Domestic Product (GDP) is the lowest in Canada;

And whereas an increase to the Ministry of Agriculture and Food's budget would demonstrate the province's commitment to food security and the sustainability of agriculture:

Therefore be it resolved that UBCM call on the provincial government to raise agriculture funding in BC to the national average to support much-needed investments in the agricultural sector.

Endorsed by the Lower Mainland Local Government Association

UBCM Resolutions Committee Recommendation: Endorse

UBCM Resolutions Committee Comments:

The Resolutions Committee notes that the UBCM membership endorsed resolution 2014-B29 that requested "the provincial government raise(s) agriculture funding in British Columbia to the national average."

In addition, the Committee notes that the membership has endorsed several resolutions that seek to support farming and agriculture through a variety of means, including:

- 2024-NR70 which asked the ALC to update event rules to ensure that farming is the primary use of ALR lands;
- 2024-NR51 which asked the federal and provincial governments to prioritize funding for regionally tailored agricultural research to develop sustainable solutions for diverse farming challenges across British Columbia;
- 2018-B105 which sought taxation reform measures to prioritize and promote the use of Agricultural Land Reserve lands for primary 'farm uses'; and
- 2014-A3 which asked the Province, in part, to identify and implement additional measures that will increase the viability of farming and food production in BC.

The Committee also notes that the membership has endorsed several resolutions calling on the Province to ensure food security for British Columbians (2023-NR61, 2022-NR8, 2021-EB70, 2020-EB78, 2019-B66, 2011-B100, 2011-B101).



BACKGROUNDER

Proposed UBCM Resolution: Increased Ministry Funding for Agriculture

Proposed Resolution:

WHEREAS provincial funding for agriculture in British Columbia (BC) as a percentage of the sector's contribution to Gross Domestic Product (GDP) is the lowest in Canada;

AND WHEREAS an increase to the Ministry of Agriculture and Food's budget would demonstrate the province's commitment to food security and the sustainability of agriculture;

THEREFORE BE IT RESOLVED that UBCM call on the Provincial government to raise agriculture funding in BC to the national average to support much-needed investments in the agricultural sector.

The lack of agriculture funding in BC was last raised as an issue at UBCM in 2014 (see Resolution Number B29).

In BC Agricultural Council's (BCAC) <u>BC Agriculture Sector Strategic Priorities</u> (released in 2024), the five year average of public spending as a portion of agriculture's contribution to GDP was reviewed for each province, and BC was last in provincial investment in agriculture, at approximately 2.5% (see Table 1 below):

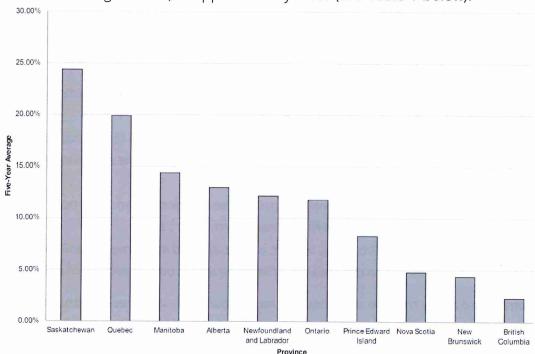


Table 1 – Five-Year Average of Public Spending on Agriculture by Province
Page 1 of 2

The Canada-wide historical average of direct investment in agriculture is approximately 12%. Addressing this investment gap in BC would help level the playing field for BC producers and help to keep them in BC, rather than being attracted to other provinces where agriculture is prioritized.

An increase in provincial agricultural funding could be invested in much needed programs and support for:

- Regional water sustainability plans, agricultural water reserves, and upgrades to water infrastructure storage to help alleviate the increasing water shortages brought on by climate change;
- Emergency management programs and training for agricultural liaisons during emergency events, which are becoming more frequent due to climate change;
- Programs to provide immediate economic relief for producers who have experienced adverse climate and emergency events;
- Incentives, funding programs, and tax exemptions to enhance the viability of the agricultural sector;
- Programs for wage subsidies for farm workers to ensure a stable labour force; and
- Additional Ministry staffing to support the above-mentioned programs and improve much needed regulatory enforcement.

The economic viability of farming is in jeopardy in BC. Increasing the amount of funding invested into supporting agriculture would help keep producers in BC, keep the sector viable, and protect local food security.



EB1 - Addressing Temporary Emergency Room Closures

WHEREAS access to emergency medical care is essential for the health and safety of all British Columbians, and

AND WHEREAS ongoing staffing shortages are causing frequent emergency room closures across British Columbia, undermining public confidence in the healthcare system, and prompting Premier Eby, in his mandate letter to the Honourable Josie Osborne, Minister of Health, to acknowledge the need stating that the Minister "take necessary steps to address temporary emergency room closures".

THEREFORE BE IT RESOLVED that UBCM call on the Government of British Columbia to provide health authorities with the necessary resources and support to recruit and retain emergency room physicians and healthcare professionals, ensuring all emergency departments remain open and fully staffed to deliver uninterrupted, 24/7 care across the province.

Background:

Across British Columbia, temporary emergency room closures have become an increasing concern due to ongoing staffing shortages. While this issue initially affected rural communities where challenges in recruiting and retaining healthcare professionals have been prevalent, the issue has now spread to urban communities, including hospitals in the Lower Mainland, notably, Delta and Mission. These closures undermine public confidence in the healthcare system and pose significant risks to patient safety by delaying access to urgent medical care.

Despite the Province's acknowledgment of this issue, which is noted in the Premier's mandate letter to the Hon. Josie Osborne, Minister of Health, calling for the Minister to take the "necessary steps to address temporary emergency room closures", the problem persists without any noticeable improvements. Health authorities require additional resources to effectively recruit and retain emergency room physicians and other frontline healthcare professionals. Without immediate intervention from the provincial government, including improved working conditions, competitive compensation, and long-term staffing strategies, emergency rooms will continue to experience disruptions. Ensuring uninterrupted, 24/7 emergency care across the province is vital to protecting public health and restoring trust in British Columbia's healthcare system.



(Public Use of Equipment)

PREPARED BY:

AUTHORIZED BY:

DATE OF ISSUE OR

REVISION:

Council

Council

October 16, 2003 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. Equipment rental rates will be updated annually in accordance with the *British Columbia Blue Book "Equipment Rental Rate Guide: BC Road Builders & Heavy Construction Association."*

Note: The equipment cost includes the operator. We would not rent our equipment without our operator, unless authorized by the Public Work Superintendent.

Next Review: 2030

PUBLIC USE OF EQUIPMENT

Revision/Review Log

Review: Every five years or as required.

Comments
Policy completed for presentation to Council. Policy approved b Council Resolution No. 5548/03.
Updated formatting and font, added logo. Added review date and review/revision log. No major changes to content of policy.
Added that the equipment rental rates will be reviewed annuall in accordance with "The Blue Book" also added that the PWS ca authorize use of equipment without an operator.
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(Fire Inspections)

PREPARED BY: <u>AUTHORIZED BY:</u> <u>DATE OF ISSUE OR REVISION:</u>

Committee of Enquiry Council February 18, 2002

Resolution No. 4930/02

Administration Council July 5, 2021

Resolution No. 8048/21

Administration Council August 11, 2025

Resolution No. 8416/25

The Fire Safety Act, 2016 is the guiding document to be used for this policy. Sections 8 and 9 of the *Act* require the District of New Hazelton to designate a Fire Inspector and to provide fire safety inspections for the purpose of determining compliance with the *Act* and regulations in the following circumstances:

- on receiving a complaint;
- if believed advisable by the Fire Inspector, without receiving a complaint;
- in the request of the owner or occupier of premises; or
- if required by a monitoring entity for the purposes of Part 6 of the Act.

This policy determines the Fire Inspector will:

- perform fire inspections once per year; or as deemed necessary by the fire inspector or requested by the owner or occupant;
- perform follow up inspections as required, unless time constraints and monies do not allow for their completion;
- require appointed individuals will keep a record of their inspections and findings concerning each building inspected on file;
- inspections to be done by the appointed individuals will be as follows:
 - o private residences on a request basis only; and
 - all public buildings as defined in the Fire Safety Act once per year; or as deemed necessary by the fire inspector.

A public building is defined by the Act as:

- a building other than a building that is a private dwelling;
- a structure:
 - to which the public is ordinarily invited or permitted access, or
 - that is used for commercial, industrial or institutional purposes; and
- a facility, including a storage yard or tank farm.

Fire Inspection Policy February 18, 2002 Next Review: 2030 Page 1 of 3

A private dwelling is defined by the Act as:

- a structure that is occupied as a private residence;
- if only part of a structure is occupied as a private residence, that part of the structure;
- any other structure located on the parcel of land on which a private residence is located, except for a structure:
 - o to which the public is ordinarily invited or permitted access, or
 - o that is used for commercial, industrial, or institutional purposes.

Under section 10 of the Fire Safety Act, the Fire Inspector may, at any reasonable time, enter onto or into premises for the purpose of conducting fire safety inspections. However, before entering a *private dwelling*, the Fire Inspector must have either the consent of the occupier or an entry warrant under section 32 of the *Act*.

A Fire Inspector that enters onto or into premises to conduct a fire inspection may:

- inspect, analyze, measure, sample, or test anything;
- use or operate anything or require the use or operation of anything, under conditions specified by the Inspector;
- take away samples;
- remove a record from the premises; or
- make a record of the premises or of anything on or in the premises.

It will be the policy of the District of New Hazelton not to cause undue hardship in enforcing the Fire Safety Act, but to obtain compliance with the *Act* by persuasion and education whenever possible. The exception shall be if the Inspector, in their opinion, believes that there is an immediate or long-term danger to the occupants of the private dwelling or public building.

Inspections may be performed by an individual designated by Council through resolution and may include one or all of the following:

- Fire Chief;
- a qualified individual designated by the Fire Chief; and/or
- a qualified contractor in the absence of the Fire Chief or their designate.

A *qualified individual/contractor* means an individual who has met the Fire Inspector Training Standard as set forth by the Officer of the Fire Commissioner.

Fire Inspection Policy

FIRE INSPECTIONS POLICY

Revision/Review Log

Review: Every five years or as required.

Revision Date	Comments
July 4, 2021	Punctuation and spelling corrections; Added Fire Chief and Building Inspector as those authorized to perform inspections.
August 11, 2025	Updated from 'Fire Services Act' to 'Fire Safety Act'. Included modernization of wording and definitions for public, private buildings, & qualified individual. Changed formatting to align with Policy Manual. No major changes to content.

Page 3 of 3

Next Review: 2030



(Firefighter Remuneration)

PREPARED BY:

AUTHORIZED BY:

DATE OF ISSUE OR

REVISION:

Council

Council

December 17, 2007

RESOLUTION NO. 6537/07

March 02, 2015

Administration

Council

RESOLUTION NO. 7439/15

Remuneration to be:

\$10.00 per meeting or practice

\$25.00 per callout

There will be no funding for more than one meeting or practice in any week.

If no meeting or practice takes place in a week, it shall not be made up in a subsequent period.

Fire Chief is contracted by the District at the rate of \$9,000.00/year.

Fire Chief sets his own time of work and is responsible for efficient operation of and record keeping for the Department.

The Fire Chief reports to the Chief Administrative Officer or designate.

Next Review: 2030

FIREFIGHTER REMUNERATION POLICY

Revision/Review Log

Review: Every five years or as required.

Review. Every five years of	
Revision Date	Comments
December 17, 2007	Policy completed for presentation to Council. Policy approved by Council Resolution No. 6537/07.
March 2, 2015	Policy amendment approved by Council Resolution No. 7439/15.
August 19, 2025	Changed name to 'Firefighter Remuneration.' Updated font and formatting, added review date, and review/revision log. No major changes to content.
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(FLAG POLICY)

PREPARED BY:

AUTHORIZED BY:

DATE OF REVIEW OR

REVISION:

Administration

Council

April 7, 2025 RESOLUTION NO. 8386/25

PURPOSE

To ensure that all flags at the District Office and other District owned facilities are flown and displayed in a consistent and appropriate manner.

POLICY

The District of New Hazelton will follow the British Columbia Half-Masting Policy (APPENDIX A) with discretion on special occasions at the recommendation of Mayor, Council or the Chief Administrative Officer.

Flag Policy April 7, 2025 Next Review: 2030 Page 1 of 13

FLAG POLICY

Revision/Review Log

Review: Every five years or as required.

Revision Date	<u>Comments</u>
April 7, 2025	Policy created for presentation to Council. Approved by Resolution No. 8386/25.
August 20, 2025	Updated formatting to align with Policy Manual, added logo. No major changes to content.
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Flag Policy

April 7, 2025

Next Review: 2030



British Columbia Half-Masting Policy

Procedures:

Flags are flown at the half-mast position as a sign of respect and mourning for an individual of precedence.

The position of the flag, when flying half-mast will depend on its size, the length of the flagstaff and its location. As a general rule, the centre of the flag should be exactly halfway down the flagstaff or pole. The flag must be lowered at least to a position recognizably "half-mast" to avoid the appearance of a flag that has accidentally fallen away from the top of the mast/staff owing to a loose flag rope.

The flag is brought to the half-mast position by first raising it to the top of the mast/pole and then immediately lowering it slowly to the half-mast position.

On occasions requiring that a flag be half-masted, all flags flown together should also be half-masted. Where the direction is to lower the National (Main) Flag and only the Provincial Flag is flying, the notice shall apply to the Provincial Flag.

Flags will only be half-masted on those flagpoles fitted with halyards and pulleys. Some buildings fly flags from horizontal or angled poles, without halyards, to which flags are permanently attached. Flags positioned as such will not be half-masted.

Flags are not normally half-masted in British Columbia for the death of Federal Ministers, Senators or Members of Parliament who are not from British Columbia, nor the death of a current or former foreign or Commonwealth Head of State or Government, as they are recognized by Federal jurisdiction. (However, the Premier has discretionary provisions in these cases.)

As soon as the Department of Canadian Heritage is advised of the death of a person mentioned below, or of a person whom it is desired to honour, they will inform all federal agencies and the British Columbia Office of Protocol. The Protocol office will then inform, by e-mail all Province of British Columbia offices, Crown Corporations and Agencies, Courts and other Government Institutions through the Ministry of Citizens Services, Real Property Division, which provides direction to CBRE Ltd. (Commercial Real Estate Services Canada).

In regard to half-masting the **Canadian Flag**: it is at the discretion of whoever owns the flag pole and/or the property on which the flag pole resides.

Flag Policy April 7, 2025 Next Review: 2030 Page 3 of 13



Occurrence of Statutory Holidays. Heads of State Visits and Death of the Sovereign that coincide with Half-Mastings: If a period of half- masting coincides with a Statutory Holiday, visit of a Head of State, or the death of the Sovereign, the flag shall be raised to full-mast on all Provincial Government buildings including the Parliament Buildings. This includes the following legal holidays Victoria Day, Canada Day and British Columbia Day. These procedures do not apply while the flag is half-masted marking the death of the Sovereign, as it should only be raised to full-mast for the day on which the accession of the new Monarch is proclaimed.

Flags will be flown at half-mast at all provincial government buildings, Crown corporations and agencies, courts and institutions in British Columbia on the following special days and in the case of the death of certain people as indicated below:

Special days flags are half-masted:

_	April	9 –	Vimy	Ridge	Day	(at Leg only)	
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- April 28 Workers' Mourning Day
- June 23 National Day of Remembrance for Victims of Terrorism
- Second Sunday in September Firefighters'
- National Memorial Day
- Last Sunday in September Police and Peace
 Officers' National Memorial Day
- September 30 National Day for Truth and Reconciliation;
- November 11 Remembrance Day
- December 6 National Day of Remembrance
- and Action on Violence Against Women

Location: Within the Province of British Columbia on all Provincial Government Buildings, including the Parliament Buildings.

Duration: From sunrise to sunset on the designated day. Same for Police and Peace Officer's National Memorial Day and Remembrance Day unless half-masting occurs near cenotaph or place where remembrance or memorial is being observed, then half-masting can occur at 11: 00 am or according to the prescribed order of service, until sunset.

Discretion: no Initiated by: the Federal Government

Flag Policy April 7, 2025 Next Review: 2030 Page 4 of 13



Deaths where flags are half-masted:

	EVENT	HALF-MASTING PROTOCOL FOR BC
1	 Death of a Sovereign Death of the Sovereign's spouse, heir to the Throne and heir of the Sovereign's heir to the Throne Death of the current or a former GovernorGeneral Death of the current or a former Prime Minister Death of the Chief Justice of Canada Death of a Federal Cabinet Minister from a British Columbia Constituency 	Location: Within the Province of British Columbia on all Provincial Government Buildings, including the Parliament Buildings. Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset the following day and from sunrise to sunset on the day of the memorial service. (Except for day of accession of new monarch when the flag will be raised to full mast for that day only from dawn to dusk and then half -masted again.) Discretion: no Initiated by: the Federal Government
2	Death of a member of the Royal Family other than those related in the first degree to the Sovereign	Half-masting not explicitly recommended but general discretionary powers of Prime Minister could be invoked when necessary. Discretion: yes (Prime Minister then Premier*) Initiated by: the Federal Government



3	 Death of the current or a former Lieutenant Governor of British Columbia Death of the current or a former Premier of British Columbia Death of serving Speaker of the Legislative Assembly Death of a member of the Executive Council of the Government of British Columbia Death of the Leader of the Opposition of British Columbia 	Location: Within the Province of British Columbia on all Provincial Government Buildings, including the Parliament Buildings. Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset the following day and from sunrise to sunset on the day of memorial service. Discretion: no Initiated by: the Provincial Government
3 (a)	 Death of the current or former Chief Justice of British Columbia Death of the current or former Chief Justice of the Supreme Court of B.C. Death of the current or former Chief Judge of the Provincial Court of B.C. 	Location: Within the Province of British Columbia on all Provincial Courthouses. Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset the following day and from sunrise to sunset on the day of memorial service. Discretion: no Initiated by: the Provincial Government
3 (b)	Death of an Indigenous leader from the Songhees, Esquimalt or Wsanec First Nations.	Location: At the Parliament Buildings. Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset the following day and from sunrise to sunset on the day of memorial service. (in consultation with the Nation) Discretion: no Initiated by: the Provincial Government



IBIF	•	
	Death of a member of The King's Privy Council for Canada** residing in British Columbia Death of a Senator from British Columbia Death of a member of the House of Commons from a British Columbia constituency	Location: On all provincial buildings and establishments in the community of his or her place of residence (riding in the case of a member of the House of Commons), excluding the Parliament Buildings if the place of residence is Victoria. Duration: from the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset the following day and from sunrise to sunset on the day of the memorial service. At the Parliament Buildings only from sunrise to sunset on the day of the funeral or memorial service. Discretion: no Initiated by: the Federal Government Note: Decision to half-mast at the Parliament Buildings should be reviewed as well as half-masting everywhere in the community or just a place of residence (i.e. office in that community)
•	Death of a senior representative within the Province of British Columbia, of the house of faith.	Location: Only at place of residence on buildings owned by the individual house of Faith. Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset the following day and from sunrise to sunset on the day of memorial service. Note: Flags are not half-masted on any Province of British Columbia Building or at the Parliament Buildings.
	•	 King's Privy Council for Canada** residing in British Columbia Death of a Senator from British Columbia Death of a member of the House of Commons from a British Columbia constituency



6	•	Death of a current Justice of the Court of Appeal for British Columbia Death of a current Puisne Justice of the Supreme Court of British Columbia Death of a current Judge of the Provincial Court of British Columbia	Location: Provincial Government buildings at the place of residence only where Justice or judge presided. Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset the following day and from sunrise to sunset on the day of the memorial service. Discretion: no Note: Flags are not half-masted on any other Province of British Columbia Building or at the Parliament Buildings.
7	•	Death of a Member of the Legislative Assembly in office	Location: At the Parliament Buildings and at Provincial Government buildings in the member's constituency. Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset the following day and from sunrise to sunset on the day of the memorial service Discretion: no Initiated by: the Provincial Government
8	•	Death of the Commander Maritime Forces	Location: Flag to be flown half-mast at the Discretion of the Armed Forces Command. Note: Flags are not half-masted at the Parliament Buildings or at Provincial Government Buildings. Initiated by: the Federal Government



Location: Provincial Government Death of a member of the buildings at the place of residence only Canadian Forces where the member resided. **CF Policy -** A. All flags within **Duration:** From sunrise to sunset on the the task force to which a day of the memorial service taking place in member is assigned at the time B.C. of death shall be half-masted from the day of death until Discretion: no sunset the day of the funeral B. All flags at the home Note: Flags are not half-masted on any base/station of the member other Province of British Columbia Building shall be half-masted from the or at the Parliament Buildings. day of death until sunset the day of the funeral C. All flags within the environment (sea, land or air) to which the member was assigned shall be half-masted from sunrise to sunset on the day of the funeral and D. All flags at NDHQ (101 colonel by drive only) shall be half- masted from the day of death until sunset the day of the funeral Location: At Provincial Government 10 Death of a Mayor of a City Buildings within the city or municipality, or Municipality within British excluding the Parliament Buildings if the Columbia city is Victoria. **Duration:** From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset of the following day and from sunrise to sunset on the day of the memorial service. Discretion: no **Initiated by:** the City/Municipality



11	•	Death of one of the Chancellors of a B.C.	Location: At the University only.
		University	Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset of the following day and from sunrise to sunset on the day of the memorial service
			Note: No half-mast at Province of British Columbia Buildings or at the Parliament Buildings
			Initiated by: the University.
12 (a)	•	Death of a special person as designated by the Premier of British Columbia and in instances not provided for andwhich warrant half-masting for "special consideration." This would include recognizing the death of an Indigenous leader from outside the traditional territories recognized as the Capital Regional District.	Location: The Premier of British Columbia* may determine to have flags at half-mast (for this one occurrence only) at either all Provincial Buildings or at the Parliament Buildings only. No anniversary of this occurrence. Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset of the following day and from sunrise to sunset on the day of the memorial service. Discretion: yes (Premier) Initiated by: the Provincial Government



12 (b)	Death of a special person as designated by the Speaker of the Legislative Assembly and in instances not provided for andwhich warrant half-masting for "special consideration."	Assembly may determine to have flags at half-mast (for this one occurrence only) at the Parliament Buildings only. No anniversary of this occurrence. Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset of the following day and from sunrise to sunset on the day of the memorial service. Discretion: yes (Speaker) Initiated by: the Legislative Assembly
13	 Death of a current or former Commonwealth Head of Government or State Death of a current or former Head of State other than the Commonwealth of Countries 	Flags are not normally half-masted in British Columbia for the death of a current or former foreign or Commonwealth Head of State or Government as they are recognized by Federal jurisdiction. Discretion: yes (Premier)
14 (a)	Death of a senior permanent officer of the Legislature, while in service of the Legislative Assembly of British Columbia	Location: The main flag pole at the Parliament Buildings only. Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset of the following day and from sunrise to sunset on the day of the memorial service. Discretion: yes (Speaker on behalf of the Legislative Assembly) Initiated by: the Legislative Assembly



14 (b)	Death of an employee, while working in the service of government, of the Province of British Columbia	Location: On those buildings and establishments affiliated to the concerned Ministry, Agency, Crown Corporation in British Columbia and at the place of work of the employee. Duration: From the time of notification of death until sunset on the day of the funeral or from the time of notification of death until sunset of the following day and from sunrise to sunset on the day of the memorial service. Discretion: yes (Minister) Initiated by: the Provincial Government
15	Death of a City/Municipal Councilor	Location: At Discretion of the Mayor of the City/Municipality. Generally, for a serving councilor, flags are half-masted the place of residence for that councilor (City/Municipal Hall) only. Half-masting for the death of former Mayors or Councilors is at the Discretion of the serving Mayor and Council. It should be noted that a decision to half- mast in a particular situation can set precedence and should be carefully reviewed.



Death of an accredited career head of consular post in Vancouver while in British Columbia (i.e. Consul General)

Location: At the Parliament Buildings only.

Duration: From sunrise to sunset on the day of the funeral/memorial service or, should there be no such service scheduled, on the day that the remains depart Canada. (Should a service be scheduled on a date different from the one that will witness the departure, half- masting would take place on the day of the service and not on the day that the remains depart Canada.)

Discretion: yes

Initiated by: the Provincial Government

Notes:

No half-masting for deaths of former members of Executive Council of British Columbia or for former leaders of the opposition of British Columbia.

- * In areas where the Premier has discretion, the process for making a recommendation to the Premier is by the Executive Director and Chief of Protocol through the Deputy Minister of Intergovernmental Relations.
- ** The King's Privy Council for Canada On the advice of the Prime Minister, the Governor General appoints new ministers to the King's Privy Council before they are sworn in as ministers. The Prime Minister of the day may choose to recommend the appointment of other persons of distinction as a special form of honour. The King's Privy Council for Canada thus includes not only members of the present ministry (cabinet) but also former ministers and other distinguished persons.

Should a half-masting need to be commenced on a weekend or statutory holiday, in addition to an e-mail being sent out by the Office of Protocol, Security at the Parliament Buildings 250-387-5516 and at Government House 250-387-2079 will be telephoned. Flags are permitted to be lowered on the Friday evening prior to the half-masting date and raised again on the morning of the next business day in order to accommodate staffing concerns.

Original dated June 11, 2004 Updated April 4, 2023



(Residential Land Sales)

PREPARED BY:

AUTHORIZED BY:

DATE OF ISSUE OR

Council

Council

REVISION: January 5, 1999 RESOLUTION NO. 440/IC

It is the policy of the District of New Hazelton that any buyer of residential lands from the District shall be required to construct, or have erected, a home on the property within one year from the date of purchase.

TAX SALE LANDS are excluded from this requirement as the original owner has the right to require the property during a one (1) year period.

Next Review: 2030

RESIDENTIAL LAND SALES POLICY

Revision/Review Log

Review: Every five years or as required.

Revision Date	Comments
January 5, 1999	Policy completed for presentation to Council. Policy approved by Council Resolution No. 440/IC.
August 20, 2025	Updated formatting to align with Policy Manual, added logo, review date and review/revision log. No major changes to content.



(Lane Clearing)

PREPARED BY:

AUTHORIZED BY:

DATE OF ISSUE OR

REVISION:

Council

Council

October 7, 1997 RESOLUTION NO. 4072/97

Time and manpower constraints require that the District of New Hazelton not clear all the laneways of snow in winter and weeds or other growth at other times of the year.

The Public Works superintendent will determine which laneways must be kept clear to provide access to property.

Where services are present in a laneway, residents of the District of New Hazelton shall not use the laneway for driving or parking of vehicles except with the permission of the Public Works Superintendent. The Public Works Superintendent shall first ensure that services will not be damaged or interrupted before giving his permission.

Lane Clearing Policy October 7, 1997 Next Review: 2030 Page 1 of 2

LANE CLEARING POLICY

Revision/Review Log

Review: Every five years or as required.

Review. Every rive years or as required.	
Revision Date	Comments
October 7, 1997	Policy completed for presentation to Council. Policy approved by Council Resolution No. 4072/97.
August 20, 2025	Updated font and formatting to align with Policy Manual. Added logo, review date and review/revision log. No major changes to content.
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(Long-Term Service Recognition Policy)

PREPARED BY:

AUTHORIZED BY:

DATE OF ISSUE OR

REVISION:

Administration

Council

December 5, 2016 Resolution No. 7627/16

The District of New Hazelton realizes that long-term employment does not occur as often as it did in past years. They concur that long-term employment should be recognized, and those employees rewarded upon reaching specific anniversary dates.

Therefore:

1. Recognition for long-term employment will be recognized in five-year increments with the following awards -

•	
5 years	Card and gift valued at \$100.00.
10 years	Card and gift valued at \$150.00.
15 years	Card and gift valued at \$200.00.
20 years	Card and gift valued at \$250.00.
25 years	Card and gift valued at \$300.00.
30 years+	Card and gift determined at Council's discretion.
•	Leaving – not retiring Cake and gift determined at
	Administration discretion depending on length of service.
	Retiring Dinner with Council and Staff – Gift determined at
	Council & Administration discretion, Card.
	5 years 10 years 15 years 20 years 25 years 30 years+

- 2. Presentations will be made by the Mayor at the annual Christmas party; and
- 3. Staff will be given the option of receiving cash rather than a gift.

LONG-TERM SERVICE RECOGNITION POLICY

Revision/Review Log

Review: Every five years or as required.

Revision Date	Comments
December 5, 2016	Policy completed for presentation to Council. Policy approved by Council Resolution No. 7627/16.
August 20, 2025	Updated font and formatting to align with Policy Manual. Added logo, review date and review/revision log. No major changes to content.
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(Membership Dues)

PREPARED BY:

AUTHORIZED BY:

DATE OF ISSUE OR

REVISION:

Administration

Council

January 9, 2017 RESOLUTION NO. 7635/17

The District of New Hazelton recognizes that professional development for members of staff will be enhanced by their membership in professional organizations. Therefore, Council endorses the payment of membership dues, on behalf of employees, in the following associations:

Northcentral Local Government Management Association; Local Government Management Association; Government Finance Officers Association; BC Water and Wastewater Association; Chartered Professional Accountants' Association; Building Officials Association of BC; and

Other memberships that may arise from time to time that are approved at the discretion of the Chief Administrative Officer.

Next Review: 2030

This policy replaces Resolution No. 3580/94.

MEMBERSHIP DUES POLICY

Revision/Review Log

Review: Every five years or as required.

Revision Date	Comments
January 9, 2017	Policy completed for presentation to Council. Policy approved by Council Resolution No. 7635/17.
August 20, 2025	Added logo, updated font and formatting to align with Policy Manual. Added review date and review/revision log.
-	



(Mobile Vendors)

PREPARED BY:

AUTHORIZED BY:

DATE OF ISSUE OR REVISION:

Council

Council

March 7, 2005 RESOLUTION NO. 5845/05

MOBILE VENDORS with a valid District of New Hazelton business license are allowed to sell wares on Scale Road TWO CALENDAR DAYS per week, on a Monday to Saturday basis.

All vendors will be allowed to sell wares on a Sunday without a license.

No vendor will be permitted to be set up for a continuous period of more than three days.

Vendors must be positioned so as not to obstruct access to the Tourist Booth and allow more traffic flow in the drive/parking area.

Page 1 of 2

MOBILE VENDOR POLICY

Revision/Review Log

Review: Every five years or as required

Revision Date	Comments	
March 7, 2005	Policy completed for presentation to Council. Policy approved by Council Resolution No. 5845/05.	
August 20, 2025	Updated font and formatting to align with Policy Manual. Added logo, review date and review/revision log. No major changes to content.	
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(NSF Cheques)

PREPARED BY:

AUTHORIZED BY:

DATE OF ISSUE OR REVISION:

Council

Council

May 6, 1997 RESOLUTION NO. 4005/97

There will be a \$20.00 charge for all NSF cheques received by the Municipal Office.

Page 1 of 2

NSF CHEQUES POLICY

Revision/Review Log

Review: Every five years or as required.

Revision Date	Comments
May 6, 1997	Policy completed for presentation to Council. Policy approved by Council Resolution No. 4005/97.
August 20, 2025	Updated font and formatting to align with Policy Manual. Added logo, review date and review/revision log.
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(Occupational Safety and Health Policy)

PREPARED BY:

AUTHORIZED BY:

DATE OF ISSUE OR **REVISION:**

Administration

Council

September 5, 1995 RESOLUTION NO. 3761/95

It is the desire of the District of New Hazelton that safe work practices, conditions and attitudes are a constantly occurring condition in all phases of the Municipal operation.

In view of the belief that these safe conditions are the responsibility of every employee of the Municipality, the following general guidelines of responsibility are set out as policy:

1. Management will establish monitor, and revise as necessary, the standards that meet or exceed those standards established by the Workers Compensation Board of British Columbia, manufacturers' guidelines and standards established by national and international advisory associations.

Management will supply and maintain safety materials and equipment that may be required to achieve a safe working environment.

Management will also develop written work procedure guidelines, and provide those written guidelines, as well as other suitable published materials, to employees for the use of the employees, along with necessary training courses.

- 2. Supervisory employees will be responsible to ensure that subordinates are properly trained, and demonstrably capable in the use of tools, equipment, safety materials and procedures in function that employees are required to fulfill.
 - Supervisory employees will ensure that subordinates follow proper safety procedures and use available equipment and materials, and will report infractions of established safety procedures.
 - Supervisory employees will ensure that employees are familiar with manufacturers' operating manuals for equipment the employee may be required to operate and have read and understood the safe work procedure guidelines.
- 3. Employees will be responsible for following safe work procedures, using proper safety materials and equipment, reading and following operating manuals for all equipment operated, and informing their supervisor if they are unfamiliar with the safe work procedures of function they are required to fill.

Employees will be responsible for inspecting equipment, tools and safety materials prior to use, and for reporting any defects for repair or replacement.

Employees will be expected to participate in attaining a safe working environment, and in protecting and assisting in the safe training of fellow employees.

RESPONSIBILITIES FOR SAFETY

The following responsibilities are legislated under the Industrial Health and Safety Regulations, (section number in brackets), or designated by the Municipal Health and Safety Program.

MANAGEMENT

- Provide a safe workplace (2.02, 8.02)
- Report serious accidents to the W.C.B. (6.02)
- Ensure that workers are properly trained (8.18)
- Initiate, maintain and publicize a comprehensive Occupational Health and Safety Program (4.02)
- Establish goals for safety, including a safety policy (4.02)
- Take action as required to improve unsafe conditions (8.04, 8.08)
- Provide first aid facilities (Provincial First Aid Regulations)
- Ensure personal protective equipment is available (8.14)
- Support supervisor in his administration of safe activities
- Evaluate safety performance of supervisor
- Set a good example

SUPERVISOR

- Know the Municipal Safety Policy, Industrial Health and Safety Regulations and responsibilities of position (2.02, 2.16)
- Instruction to workers (8.20)
- Ensure that only authorized, adequately trained workers operate machinery or equipment (8.22)
- Enforce Health and Safety regulations (8.20)
- Report and investigate all accidents/incidents and near misses (6.04)
- Correct unsafe acts (8.10, 8.20)
- Inspection own area for hazards (8.04)
- Ensure that equipment and facilities are properly maintained (8.04)
- Detect, interview, and if necessary, refer troubled employees (8.28)
- Formulate safety rules for own areas
- Instill and promote safety awareness in workers
- Set a good example

WORKER

- Know and comply with all regulations (2.02, 2.16)
- Follow safe work procedures (8.25)
- Report unsafe acts and conditions (8.10)
- Report any injury immediately (6.02)
- Must not remain on the work site while his ability to work is impaired (8.30)
- Make safety suggestions
- Correct unsafe conditions
- Assist in promoting a safe work environment with fellow workers
- Set a good example

CONTRACTORS

All contractors performing work for the District of New Hazelton shall be made aware of the Districts' Occupational Health and Safety Program. It is the contractor's responsibility to perform the work in compliance with WCB Health and Safety regulations.

In order to ensure the safe operation of contracted work, the contractor shall meet the following conditions:

- 1. The contractors will provide the District with:
 - a. Proof that his employees are covered by the Workers' Compensation Board
 - b. A statement of assurance concerning the contractor's own Health Safety Program including:
 - i. Use of appropriate personal protective equipment
 - ii. Staff awareness of emergency procedures and standard work procedures
 - c. A contact person of authority in case of emergencies
 - d. Contractors who employ sub-contractors will be responsible for ensuring that all such sub-contractors comply with 1(a), 1(b), 1(c) above.
- 2. The contractor is to be responsible for ensuring that every employee and worker at the place of employment for which he is primarily responsible, complies with all W.C.B. Health and Safety Regulations.

PERIODIC REVIEW OF HEALTH & SAFETY PROGRAM

The Health and Safety Program at the District of New Hazelton will be reviewed on an annual basis to determine areas of the program which need to be improved for the program to remain effective.

Administrator, Superintendant of Public Works and Public Works Assistants will perform review and make joint recommendations to Council for necessary changes.

HEALTH & SAFETY TRAINING AND INSTRUCTION

The training and instruction of employees is primarily the responsibility of supervisor. Employees are responsible for advising their supervisor if they are not adequately trained in a particular function.

INSPECTIONS

GENERAL

- 1. There shall be regular inspection of premises, equipment, work methods, and work practices to ensure that prompt action is undertaken to correct any hazardous conditions found. W.C.B. Regulation 4.02(5)(b), 8.08.
- 2. Regular or periodic area inspections (see Inspection Schedule Procedure #8) shall be carried out by area personnel with a Safety Representative.
- 3. Users shall inspect equipment or machinery before each use as part of standard work procedure.
- 4. Unsafe or harmful conditions found during an inspection shall be reported to the supervisor.
- 5. The supervisor receiving the report of unsafe or harmful conditions shall investigate and ensure that any necessary corrective action is taken without delay.
- 6. Unsafe/harmful conditions found during inspection, considered an **immediate** threat to worker, shall be corrected by qualified and properly trained workers, before use.

- 7. Special inspections shall be made when required by malfunction or accident.
- 8. Inspection reports shall be completed by the designated Inspectors.

- 9. The Personnel Committee shall review inspection reports.
- 10. Common, recurrent and imminent hazards reported shall be brought to the Personnel Committee for further discussion and recommendations.

ACCIDENT / INJURY INVESTIGATION

- 1. An "injury Investigation Report" shall be completed by the department head, or appointee, in the event of any workplace accident that results in any injury requiring medical treatment.
- 2. An accident prevention measure, an "Injury Investigation Report" should be completed by the department head or appointee, in the event of a "near miss" incident that has the potential for injury to staff, even though no injury occurred as a result of the incident.
- 3. If the accident/injury is of a serious enough nature, the Workers' Compensation Board should be notified immediately. Common sense related to the severity of the incident should determine the need for this contact, however, as a general guideline, accidents or injuries that fall into any of the categories listed below should result in immediate **notification** of the **Workers' Compensation Board:**
 - a. Any disabling or potentially disabling injury
 - b. Fatality
 - c. Incident that would result in an "automatic penalty"
- 4. A copy of every "Injury Investigation Report" shall be forwarded to the **Personnel Committee** for review.
- 5. The objective of any accident/injury investigation, regardless of size or scope, is to determine the cause of the accident and recommend procedures to prevent recurrences in the future.

Occupational Health & Safety Policy

September 5, 1995

OCCUPATIONAL HEALTH & SAFETY POLICY

Revision/Review Log

Review: Every five years or as required.

Policy completed for presentation to Council. Policy approved by Council Resolution No. 3761/95. Updated font and formatting to align with Policy Manual. Added logo, review date and revision log. No major changes to content.



(Permissive Tax Exemptions)

PREPARED BY:

AUTHORIZED BY:

DATE OF ISSUE OR

REVISION:

Administration

Council

December 01, 2014 RESOLUTION NO. 7412/14

The District of New Hazelton will accept Permissive Tax Exemption applications from non-profits, charitable organizations, and churches.

Permissive Tax Exemptions will run on a three-year cycle. Applications for exemption must be resubmitted at the end of each cycle.

PERMISSIVE TAX EXEMPTIONS POLICY

Revision/Review Log

Review: Every five years or as required.

Revision Date	Comments
December 1, 2014	Policy completed for presentation to Council. Policy approved by Council Resolution No. 7412/14.
August 20, 2025	Updated font and formatting to align with Policy Manual. Added logo, review date and review/revision log. No major changes to content.
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(Playing Fields Policy)

PREPARED BY:

AUTHORIZED BY:

DATE OF ISSUE OR

REVISION:

Allan Berg

Council

April 20, 2009 RESOLUTION NO. 6813/09

Purpose:

To ensure safe condition of the playing surfaces, fences, bleachers and any other appurtenances available to the field are maintained.

Policy/Procedure:

- 1. Monthly inspections of the playing surface, fencing, bleachers or any other appurtenances will be carried out to identify any problems.
- 2. All inspections to be completed in ink using the attached Playing Field Inspection Form and signed and dated by person doing the inspection.
- 3. All original inspection forms to be kept in the Public Works Office for a period of 7 years.
- 4. Deficiencies will be corrected as soon as possible based on the urgency of problem.

Playing Field Inspection Form

Date: _					
Inspec	tor:				
Title: _					
Field L	ocation:				
			Checklist		
Playing	g Surface	ОК	Problem / Location		Date Repaired
Fencin	g				
Bleach	ers				
Other				· .	
Comme	ent				
		<u>Play</u>	ing Field Inspection Crite	<u>eria</u>	
		aying surface is s to present a tr	free of holes, ruts, trippir ipping hazard.	ng hazards a	and length of grass is
	Make sure the		orotruding, wire ends are	not unprot	ected/uncovered, and

4) Check for debris, branches or limbs and any danger trees nearby.

their base.

Next Review: 2030

3) Bleachers are to be checked for rotting wood, bolts loose or missing and are secured to

PLAYING FIELDS POLICY

Revision/Review Log

Review: Every five years or as required.

Revision Date	Comments
April 20, 2009	Policy completed for presentation to Council. Policy approved by Council Resolution No. 6813/09.
August 20, 2025	Updated font and formatting to align with Policy Manual. Added logo, review date and review/revision log. No major changes to content.

Playing Fields Policy April 20, 2009 Next Review: 2030 Page 3 of 3



(Privacy Management)

PREPARED BY:

AUTHORIZED BY:

DATE OF ISSUE OR

REVISION:

Administration

Council

April 7, 2025 RESOLUTION NO. 8387/25

PURPOSE

The purpose of this policy is to establish guidelines and procedures for the collection, use, retention and disclosure of personal information by the District of New Hazelton in accordance with the British Columbia Freedom of Information and Protection of Privacy Act (FOIPPA), the Personal Information Protection Act (PIPA) and their respective regulations. The District is committed to the responsible management of personal and confidential information within the District's custody and control. Compliance with the policy is the shared responsibility of all employees, elected officials, volunteers and service providers of the District of New Hazelton.

POLICY

1. Privacy Contact & Role

The Chief Administrative Officer (CAO) is the designated privacy contact for the District. The Corporate Officer (CO) or Chief Financial Officer (CFO) will fulfill this role if the CAO is unable to. The privacy contact will:

- Support the development, implementation and maintenance of privacy policies and/or procedures;
- Support compliance with FIPPA and PIPA;
- Conduct privacy impact assessments, as needed;
- Enter into information-sharing agreements;
- Respond to privacy complaints and breaches;
- Report privacy breaches;
- Support privacy awareness and education activities;
- Make privacy practices and policies available to staff and the public; and
- Inform service providers of privacy obligations.

2. Security of Personal Information

The District is responsible for protecting personal information in its control by making reasonable security arrangements against risks such as unauthorized collection, use, disclosure or disposal.

Privacy Management Policy April 7, 2025 Next Review: 2029 Page 1 of 3

3. Privacy Impact Assessments

A privacy impact assessment (PIA) will be conducted to determine if a current or proposed enactment, system, project, program or activity meets or will meet the requirements of FIPPA and PIPA. The PIA will take the form of a memorandum to staff, contractors, and all parties privy to the private information and shall incorporate the following aspects:

- Limitations on the gathering of sensitive information;
- Principles for the storing of sensitive information; and
- Limitations on the release of sensitive information.

4. Privacy Complaints & Breaches

Privacy complaints must be reported to the privacy contact. A privacy breach is the theft or loss of personal information or the access, collection, use or disclosure of personal information in the custody or control of a public body. This is not limited to written information.

The privacy contact will only receive privacy complaints in writing and will investigate complaints within thirty days of receipt of the complaint. In the event a breach is discovered, the privacy contact will:

- Notify all individuals and organizations affected by the breach;
- Take reasonable action to attempt to prevent the spread of the information;
- Take reasonable action to prevent further information from being released;
- Inform Council and staff of the breach and provide recommendations for ensuring the security of information; and
- Notify the Office of the Information and Privacy Commissioner as per FIPPA requirements.

5. Privacy Awareness & Education

Privacy awareness and education supports privacy breach prevention by teaching and training staff how to identify personal information and understand privacy obligations. The privacy contact shall ensure that employees and Council members are aware of the District's Privacy Management Policy and responsibility to ensure the proper collection, use and release of personal information.

6. Information Sharing Agreements

In circumstances where service providers handle personal information related to the provision of services, the District will inform them of their privacy obligations. This can be achieved the following ways:

- Inclusion of a privacy protection schedule in contracts with service providers;
- Completing a PIA to assess services, identify risks and confirm compliance with FOIPPA (e.g., collection, use and disclosure); and
- Providing service providers with privacy policies and processes and encouraging privacy awareness and education.

7. Public Accessibility

This policy and all other privacy-related policies shall be made available to the public upon request and on the District's website.

8. Policy Review

To ensure compliance with FIPPA, the policy shall be reviewed:

- Within sixty days of a privacy breach; and
- At least once every four years.

Privacy Management Policy

PRIVACY MANAGEMENT POLICY

Revision/Review Log

Review: At least every four years or no later than 60 days after a breach occurs.

Revision Date	Comments
April 7, 2025	Policy created for presentation to Council. Approved by Resolution No. 8387/25.
August 20, 2025	Updated formatting to align with Policy Manual. No major changes to content.



(Property Taxation)

PREPARED BY:

AUTHORIZED BY:

DATE OF ISSUE OR REVISION:

Administration

Council

December 01, 2014
RESOLUTION NO. 7413/14

The District of New Hazelton will maintain and encourage economic development initiatives designed to attract more retail, commercial and industrial businesses to invest in the community.

The District will regularly review and compare the District's distributions of property tax burden relative to other municipalities in British Columbia.

The District will review annually, with a view of lowering both the residential and business property tax rates, using new, non-market industrial assessment.

PROPERTY TAXATION POLICY

Revision/Review Log

Review: Every five years or as required.

Revision Date	Comments
December 1, 2014	Policy completed for presentation to Council. Policy approved by Council Resolution No. 7413/14.
August 20, 2025	Updated font and formatting to align with Policy Manual. Added logo, review date and review/revision log. No major changes to content.