



AGENDA

Regular Meeting of Council

Date: Tuesday, July 18, 2023, 7:00 p.m.

Location: Council Chambers

Pages

1. **CALL TO ORDER**

“On behalf of Council, I would like to acknowledge the traditional territories of the area’s Six First Nations.”

2. **APPROVAL OF AGENDA**

Recommendation:

THAT the agenda for July 18, 2023 Regular Meeting of Council is approved as presented.

3. **PUBLIC AND STATUTORY HEARINGS AND READINGS OR ADOPTION**

3.a Fees and Charges Bylaw No 1065, 2023
Director of Finance Pam Anderson

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Recommendation:

THAT the Corporation of the Village of Burns Lake Fees and Charges Bylaw No. 1065,2023 be adopted.

4. **PUBLIC COMMENT**

When recognized by the presiding member during the Public Comment portion of any regular or special meeting of Council, and only after giving their names and addresses, persons from the audience may address Council on a matter for not more than **2 minutes**. When speaking during the Public Comment or Public Question Period, persons must address their remarks to the presiding member, use respectful language, not use offensive gestures or signs, and **only address current agenda items**. No person from the audience may address Council more than once during the Public Comment and Public Question Period.

5. **DELEGATIONS AND PETITION**

5.a Martina Zechendorf - site for grand piano

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6. **ADOPTION OF MINUTES**

Recommendation:

THAT the June 27, 2023, minutes of the Regular Meeting of Council be adopted.

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7. **MAYOR, COUNCILLOR AND CAO REPORTS**

Recommendation:

THAT the Mayor, Councillor and CAO reports be received.

8. **REPORTS**

8.a	Awarding of Fire Hall Renovation Project Contract Rob Krause, Director of Protective Services	37
	<p>Recommendation:</p> <p>Option 1 THAT staff are to award the Fire Hall Renovation Project contract to Western Industrial Contractors Ltd.</p> <p>Option 2 THAT staff are directed not to award the Fire Hall Renovation Project contract at this time.</p>	
8.b	Request for Permission to Use Pioneer Park for Demonstrations Recommendation: Option 1.	39
	<p>Ms. Wiebe is not given permission to demonstrate in Pioneer Park.</p> <p>Option 2.</p> <p>Ms. Wiebe is given permission to demonstrate in Pioneer Park.</p>	
8.c	Development Permit 2023-02 The Foundry Recommendation: Option 1	42
	<p>“That Development Permit 2023-02 be approved.”</p> <p>Recommendation: Option 2</p> <p>“That Development Permit 2023-02 not be approved.”</p>	
8.d	Active Transportation Plan 2023 Amy Wainwright, Plan North	68
	<p>Recommendation: Option 1</p> <p>“That Council receive Active Transportation Plan 2023”</p> <p>Recommendation: Option 2</p> <p>“That Council not receive Active Transportation Plan 2023”</p>	
8.e	Changes to Chinook Community Forest Bylaw <i>Attached: Report from the RDBN and the bylaw with changes highlighted in yellow</i>	145

Recommendation:

Option 1

THAT the council for the Village of Burns Lake approves of the changes to the Chinook Community Society bylaws as recommended.

Option 2

THAT the council for the Village of Burns Lake does not give approval of the changes to the Chinook Community Society bylaws as recommended.

- 9. BUSINESS ARISING**
None
- 10. ORIGINAL COMMUNICATIONS ACTION**
None
- 11. ORIGINAL COMMUNICATION RECEIVED AND FILED**
- | | | |
|------|--|-----|
| 11.a | City of Surrey - RCMP Police of Jurisdiction | 158 |
| 11.b | Foundry Soccer Camp Newsletter | 161 |
- 12. NEW BUSINESS**
None
- 13. ACCOUNTS PAYABLE** 163
Accounts payable dated June 23 to July 14, 2023 of R455,184.86 were found to be in good order.
- 14. READING FILE**
Recommendation:
THAT July 14, 2023 Reading File be received and filed:
1. UNBC – New Board Chair Re-appointed for 3 more years
 2. Ministry of Forests – Update - Increase in Provincial Drought Levels June 26, 2023
 3. City of Prince George – Resolution Submitted to the 2023 UBCM Convention
 4. Statistics Canada - Update June 2023
 5. Coastal GasLink - Construction Update June 28, 2023
 6. Northern Health - Healthy Communities E-Brief July 2023
 7. Ecotrust Canada - 2022 Annual Report
 8. LCRB - Bulletin 23-06 Outdoor Sampling areas for manufacturers
 9. Northern Health – News Release – SPEAK Survey has been extended
 10. Artemis Gold Inc – Receipt of Fisheries Act Authorization
 11. Northern Health – Media Bulletin – Blue-green Algae tips for summer
 12. National Drowning Prevention Week – July 16 – 22, 2023
 13. BC Rural Centre – Summer News & Stories
 14. Artemis Gold Inc – takes precautionary measures due to Wildfires in Central BC

15. PUBLIC QUESTION PERIOD

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16. RELEASE OF CLOSED MEETING RESOLUTIONS

16.a Appointment to Chinook Community Forest Board

IC 2023-06-27: 89

THAT Paul Davidson is selected to represent the Village of Burns Lake on the Chinook Community Forest Board;

AND THAT the candidates are written a letter thanking them for their application.

17. ADJOURN

Recommendation:

THAT the July 18, 2023 Regular Meeting of Council be adjourned at __ pm.



Village of Burns Lake

Bylaw No. 1065, 2023

Fees and Charges Bylaw

THE CORPORATION OF THE VILLAGE OF BURNS LAKE
BYLAW NO 1065, 2023

A Bylaw to Establish Fees and Charges for Village Services

Council for the Corporation of the Village of Burns Lake, in open meeting assembled, enacts as follows:

1. CITATION

This Bylaw may be cited for all purposes as the *“Corporation of the Village of Burns Lake Fees and Charges Bylaw No. 1065, 2023.”*

2. BYLAW REPEALED

The *“Corporation of the Village of Burns Lake Fees and Charges Bylaw No. 1055, 2023”* is hereby repealed.

3. PRESCRIBED FEES

The Village hereby imposes fees and charges for the provision of services, as prescribed in the following schedules, attached to and forming part of this Bylaw:

Administrative	Schedule A	Page 3
Business License Fees	Schedule B	Page 4
Animal Control	Schedule C	Page 5
Garbage Collection	Schedule D	Page 6
Protective Services	Schedule E	Page 7
Untidy and Unsightly Premises	Schedule F	Page 8
Development Services	Schedule G	Page 9
Water and Sewer	Schedule H	Page 11
Cemetery	Schedule I	Page 14
Parks and Recreation	Schedule J	Pages 16

SCHEDULE 'A'
ADMINISTRATIVE FEES AND CHARGES

DESCRIPTION	FEE	Fee Last Amended
NSF Cheque	\$40.00	January 2021
Property Tax Certificates	\$11.00	July 2015
Photocopies – black and white	\$0.30/page	July 2015
Photocopies – colour	\$0.55/page	July 2015
Faxes	\$0.30/page	July 2015
Copy of the current Zoning Bylaw	\$16.50	July 2015
Researching and Locating a Record	\$40.00	April 2016
Copying of SOFI Report	\$5.00	June 2020

PLOTTING AND LARGE FORMAT COPYING	FEE	Fee Last Amended
18" X 24"	\$4.95 Colour / \$2.50 B&W	July 2015
24" X 36"	\$9.90 Colour / \$4.95 B&W	July 2015
36" X 48"	\$19.80 Colour / \$9.90 B&W	July 2015
Custom Sizes (42" roll)	\$1.65 Sq ft. Colour / \$0.85 Sq ft. B&W	July 2015

FREEDOM OF INFORMATION	FEE	Fee Last Amended
Locating and Retrieving a Record	\$8.25 per ¼ hour after the first 3 hours	July 2015
Producing a Record Manually	\$8.25 per ¼ hour	July 2015
Producing a Record from Machine Readable Record	\$18.15 per minute for cost of use of central mainframe processor and all devices	July 2015
	Plus \$8.25 per ¼ hour for developing a computer program to produce the record	July 2015
Preparing a Record for Disclosure and Handling a Record	\$8.25 per ¼ hour	July 2015

PUBLIC WORKS	FEE	Fee Last Amended
Lawn Mowing or Garden Maintenance	At cost	Nov 2015
Lot line pin locate	Minimum of 1 hour - \$60.00	

SCHEDULE 'B'
BUSINESS LICENCE FEES

BUSINESS LICENCE	FEE	Fee Last Amended
Business Licence for the period of January 1 to December 31 Resident and Non-Resident	\$110	July 2015
Business Licence for the period from July 1 to December 31 – for first-time purchasers Resident and Non-Resident	\$55	July 2015
Seasonal Business Licence (6 month)	\$55	Nov 2015
Temporary Vendor Permit (21 Calendar Days)	\$25	Nov 2015
Non-Profit Organization Business Licence	Exempt	Nov 2015
Farmers Market/Community Event Approval	Exempt	Nov 2015

SCHEDULE 'C'
ANIMAL CONTROL FEES AND CHARGES

DOG LICENCE FEE	SPAYED OR NEUTERED	NOT SPAYED OR NEUTERED	Fee Last Amended
License fees for a one year period from January 1 to December 31	\$20	\$60	Sept 2018
Replacement Licence Tag	\$5	\$5	Sept 2018
License fee for a 'Dangerous Dog'	\$100	\$200	Sept 2018

IMPOUNDMENT FEES	LICENCED	UNLICENCED	DANGEROUS DOG	Fee Last Amended
First impoundment	No charge	\$60 spayed or neutered/\$120 not	\$200	January 2021
Second impoundment	\$60 spayed or neutered/ \$120 not	\$120 spayed or neutered/ \$240 not	\$400	Sept. 2018
Third and subsequent impoundments	\$120 spayed or neutered/ \$240 not	\$240 spayed or neutered/\$480 not	\$800	Sept. 2018
Daily Boarding Fee per Dog	\$20.00 per day			Sept. 2018
<i>If a dog is picked up by the Owner on the same day that it was impounded there is no boarding fee. An unlicensed dog may not be claimed until the dog is licensed.</i>				

SCHEDULE 'D'

GARBAGE COLLECTION

ANNUAL	FEE	Fee Last Amended
Single family residential	\$118.45	August 2013
Non subscribing single family	\$61.45	August 2013
Commercial	\$263.25	August 2013
Senior's rate	Exempt	
Non subscribing commercial	\$131.65	August 2013
MONTHLY	FEE	
Commercial	\$21.95	August 2013
Non subscribing commercial	\$10.95	August 2013
Single family	\$9.90	August 2013
Senior's rate	Exempt	
Non subscribing single family	\$5.10	August 2013

MUNICIPAL GARBAGE BINS	FEE	Fee Last Amended
95 Gallon Bin	Manufacturers Cost plus shipping and handling	Jan 2021

SCHEDULE OF FINES	OFFENSE	Section ¹	Fee Last Amended
In any one year period: 1 st Offence \$25.00 2 nd Offence \$50.00 3 rd Offence \$100	Unacceptable material in Container: a) Recyclables (restricted materials h/j/o/p) ¹ b) Clean Organics (restricted materials d/n/q) ¹ c) Special Organics (restricted materials a/f/m) ¹ d) Hazardous (restricted materials b/c/e/g/i/k) ¹	2.3	February 2013
	Failure to protect garbage bin from wildlife	2.5.1	Feb 2013
	Placing garbage in an improper location	2.5.1	Feb 2013
	Leaving garbage bins adjacent to the road for an extended period of time	2.5.1	Feb 2013
	Defacing or altering containers or carts	2.5.2	Feb 2013
Note: ¹ Refer to Village of Burns Lake Waste Collection Bylaw No: 938			

SCHEDULE 'E'
PROTECTIVE SERVICES FEES AND CHARGES

FALSE ALARM OF A FIRE SYSTEM		Fee Last Amended
Response to the first false alarm	\$50	Feb 2023
Response to the second false alarm occurring within twelve months from the date of the last false alarm	\$100	Feb 2023
Response for each subsequent false alarm unless the false alarm occurs more than twelve consecutive months from the date of the last false alarm	\$300	Feb 2023

SCHEDULE "F"
UNTIDY AND UNSIGHTLY PREMISES

DESCRIPTION	Section ¹	FINE	Fee Last Amended
Unsightly Condition	7	\$250	July 2019
Accumulation of Unsightly Materials	8	\$250	July 2019
Graffiti – Placing or Failure to Remove	9	\$250	July 2019
Littering, etc	10	\$250	July 2019
Derelict Vehicles and Parts	11	\$250	July 2019
Weeds, Vegetation and Overgrowth	12	\$250	July 2019
Failure to Keep Walkways etc. Clear	13	\$250	July 2019
Pest Infestation	14	\$250	July 2019
Water Ponding	15	\$250	July 2019
Debris – Construction/Demolition Site	16	\$250	July 2019
Vacant Building – Unsecured	17	\$500	July 2019
General Maintenance/Untidy Materials	18	\$250	July 2019
Accessory Building – Poor Repair or Maintenance	19	\$250	July 2019
Unsound, Hazardous, or Poor Repair – Walls, Columns, Beams, etc.	20 - 21	\$500	July 2019
Note: ¹ Refer to Village of Burns Lake Regulation of Untidy and Unsightly Premises Bylaw No: 988, 2019			

SCHEDULE 'G'
DEVELOPMENT SERVICES

	FEE	Date Fee Last Amended
New Liquor and Cannabis Primary Licence Application	\$825	January 2020
Amendment to Existing Liquor and Cannabis Primary Licence	\$825	January 2020
New Food Primary Licence	\$330	July 1, 2015
Liquor and Cannabis Inspection	\$300	September 2018
Temporary Amendments to Liquor and Cannabis Licence	\$110	July 1, 2015

DESCRIPTION	FEE	Date Fee Last Amended
Official Community Plan Bylaw Amendment	\$1,000	Jan. 2021
Zoning Bylaw Amendment	\$1,000	July 1, 2015
Combined OCP and Zoning Amendment	\$1,500	Jan 2021
Development Permit	\$400	Jan. 2021
Development Variance Permit	\$300	March 2017
Subdivision Approval Application Fee payable at the time of application submission	\$750 plus \$100 per additional lot	July 1, 2015
Where landscaping is a condition of a Development Permit	125% of the estimated cost of the landscaping	
Board of Variance Application	\$330	July 1, 2015
Revitalization Tax Exemption Certificate Application	\$330	July 1, 2015
Temporary Use Permit Application	\$330	June 2019
Heritage Alteration Permit	\$400	June 2022

BUILDING PERMIT CATEGORY	FEE	Date Fee Last Amended
Commercial, industrial, and institutional	\$6 per \$1000 construction value	Aug 2013
Residential (including dwellings, garages, carports and patios)	\$6 per \$1000 construction value	Aug 2013
Manufactured Home – single wide	\$100	Aug 2013
Manufactured Home – double wide	\$200	Aug 2013
Wood burning appliance and chimney	\$100	Aug 2013
Move a building	\$6 per \$1000 construction value	Aug 2013
Demolition of buildings and structures	\$6 per \$1000 construction value	Aug 2013

Other inspections – including minor alterations, additions, and repairs	\$6 per \$1000 construction value	Aug 2013
Change of occupancy	\$100 plus \$6 per \$1000	Aug 2013
Cancellation of Note Against Land Title, pursuant to <i>Community Charter</i>	\$200	Aug 2013
Minimum Permit Fee	\$50	Aug 2013

SIGN PERMITS	FEES	Date Fee Last Amended
All sign permit types	\$110	June 2022

SCHEDULE 'H'
WATER AND SEWER FEES AND CHARGES

SEWER CONNECTION RATES		
Connection Size		Date Fee Last Amended
100 mm diameter (4")	Installed at cost	April 2015
150 mm diameter (6")	Installed at cost	Feb 2013
Greater than 150 mm (6" +)	Installed at cost	April 2015
Depth greater than three meters	Installed at cost	April 2015
Service connection installed outside the time period from April 15 th to October 15 th	Installed at cost	April 2015
Storm Sewer Connection	FEE	
100 mm diameter (4")	Installed at cost	April 2015
150 mm diameter (6")	Installed at cost	April 2015
Unclogging of Water or Sewer Connections	Repaired at Village of Burns Lake cost	Oct. 2011
Connection to existing sewer at lot line	Installed at cost	Aug. 2017
Street Improvement Repair	FEE	
Curb and Gutter Repair (each curb)	\$300	Jan 2011
Pavement repair	\$1,000	Feb 2013
Concrete sidewalk repair (each)	\$500	Jan 2011
Asphalt sidewalk repair (each)	\$250	Jan 2011

SEWER USER RATES	FEE	Date Fee Last Amended
Single Family Residential	\$293.05	January 2019
Small Annual Fixed Commercial less than 5 employees, no public washrooms, no additional water usage.	\$266.90	January 2019
Large Annual Fixed Commercial	\$715.64	January 2019
Metered Commercial	145% of water charge	
Flat Charge	\$2,432.89	January 2019
Sewer Receiving Station	\$8 per cubic meter (m ³)	January 2019

SCHEDULE 'H'
WATER AND SEWER FEES AND CHARGES

WATER CONNECTION RATES		Date Fee Last Amended
20mm diameter (3/4")	Installed at cost	April 2015
Greater than 20mm diameter (3/4"+)	Installed at cost	January 2019
Connection to existing water at lot lines	\$75 Installed at cost	August 2017

PUMP AND HAUL REGULATION	FEE	Date Fee Last Amended
Holding Tank Construction Permit	\$150	

WATER USER RATES	Effective Feb 28, 2023	Effective Jan 1, 2024	Effective Jan 1, 2025	Effective Jan 1, 2026	Effective Jan 1, 2027	Date Fee Last Amended
Single family residence (yearly)	\$356.06	\$370.31	\$385.12	\$400.52	\$416.54	Feb 2023
Single family residence (monthly)	\$29.68	\$30.86	\$32.10	\$33.38	\$34.72	Feb 2023
Small commercial non-metered accounts: 5<employees, no public washrooms, no additional water usage. (yearly)	\$356.06	\$370.31	\$385.12	\$400.52	\$416.54	Feb 2023
Large commercial non metered accounts (yearly)	\$1,003.28	\$1,043.42	\$1,085.15	\$1,128.56	\$1,173.70	Feb 2023
Flat Charge (yearly)	\$2,876.74	\$2,991.81	\$3,111.48	\$3,235.94	\$3,365.37	Feb 2023
Up to 30,000 Gallons	\$3.1961	\$3.3239	\$3.4569	\$3.5952	\$3.7390	Feb 2023
30,001-45,000 Gallons	\$3.7286	\$3.8778	\$4.0329	\$4.1942	\$4.3620	Feb 2023
45,001-60,000 Gallons	\$3.9954	\$4.1552	\$4.3214	\$4.4943	\$4.6741	Feb 2023
60,001-80,000 Gallons	\$4.2616	\$4.4320	\$4.6093	\$4.7937	\$4.9854	Feb 2023
80,001-100,000 Gallons	\$4.7941	\$4.9859	\$5.1853	\$5.3927	\$5.6084	Feb 2023
100,000 Gallons and over	\$5.3269	\$5.5400	\$5.7616	\$5.9921	\$6.2317	Feb 2023

WATER USER RATES	Effective Feb 28, 2023	Effective Jan 1, 2024	Effective Jan 1, 2025	Effective Jan 1, 2026	Effective Jan 1, 2027	Date Fee Last Amended
Small Commercial Bulk Water User Charge 5< employees (per 1,000 Gallons)	\$15.22	\$15.82	\$16.46	\$17.12	\$17.80	Feb 2023
Bulk Water User Charge (per cubic meter m ³)	\$9.60	\$9.98	\$10.38	\$10.80	\$11.23	Feb 2023
Minimum Monthly Charge for Bulk Water User	\$83.66	\$87.01	\$90.49	\$94.11	\$97.88	Feb 2023
Minimum Monthly Charge for Commercial User	\$83.66	\$87.01	\$90.49	\$94.11	\$97.88	Feb 2023

Water Service On	\$40	Sept 2021
Water Service Off	\$40	Sept 2021
Emergency Call Out (After Hours and on Weekends)	\$60 \$80 per hour per employee plus equipment costs	Jan 2011

SCHEDULE 'I'
CEMETERY FEES AND CHARGES
(Includes contributions to perpetual care fund as indicated)
(GST applies to all cemetery fees except for services provided on First Nations reserve land)

Grave Space		FEE	Fee Last Amended
Resident (Adult and Child)	Regular 1.5 m x 3.0 m plot	\$150 (includes care fund \$37.50)	January 2019
Non-Resident		\$220 (includes care fund \$55.00)	January 2019
Cremated Remains			
Resident	60 cm x 60 cm	\$60 (includes care fund \$15.00)	January 2019
Non-Resident		\$108 (includes care fund \$27.00)	January 2019
Cremated Remains - Columbarium			
Resident	Per Columbaria/Niche	\$550 (includes care fund \$137.50)	October 2009
Non-Resident		\$750 (includes care fund \$187.50)	
Services			
Opening and Closing for burial/exhumation	Resident and Non-Resident 7:00am to 3:30 pm	\$300 May 1 – October 31 \$600 November 1 – April 30	January 2019
	Additional Charge for weekends and weekdays after 3:30 pm	\$300 year-round	January 2021
	Cremated Remains; 1.5 m x 3.0 m plots and 60cm x 60cm plots 7:00 am to 3:30 pm	\$100 May 1 – October 31 \$200 November 1 to April 30	January 2019
	Additional Charge for burial of cremated Remains Weekends and weekdays after 3:30 pm	\$300.00 year-round	January 2021
	Columbaria remains	\$75 year-round See next page for additional charges Weekends and week days after 3:30 pm	January 2019

	Additional Charge for Columbaria Weekends and weekdays after 3:30 pm	\$150.00 year-round	January 2021
Special Services			
Surcharge for burials to a deeper depth to permit a second burial in the same grave		\$60 May 1 to October 31 \$120 November 1 to April 30	January 2019
Transfer of Licence		\$10	
Grave Liner (mandatory)		\$500	June 2022
Installation of memorials		\$90 (includes care fund \$15.00)	
Delivery/Pickup of Lowering Device		\$75	
Columbarium Granite Plaque Replacement		\$300	Feb 2023

SCHEDULE 'J'
PARKS AND RECREATION

SPIRIT SQUARE INSURANCE			Date Fee Last Amended
DESCRIPTION		FEE	
Theatre	Up to 250 participants	\$35	July 1, 2015
	251 to 500 participants	\$60	July 1, 2015
	501 to 1000 participants	\$115	July 1, 2015
Weddings	Up to 250 participants	\$60	July 1, 2015
	251 to 500 participants	\$115	July 1, 2015
Dances	Up to 250 participants	\$150	July 1, 2015
	251 to 500 participants	\$250	July 1, 2015
Birthday Parties (children)		\$30	July 1, 2015
Festivals/Parades/Special Events		By Quotation	

SPIRIT SQUARE RENTAL (+ GST)		Date Fee Last Amended
Full Day	\$104.76	July 1, 2015
Half Day (4 hours)	\$52.38	July 1, 2015
Society of Composers, Authors and Music Publishers of Canada Fee	As Applicable	October 2009
Power Use	\$26.19	July 1, 2015
Key Deposit (Refundable)	\$25 (no tax)	July 1, 2015
Damage Deposit	\$500 (no tax)	July 1, 2015

COLLAPSIBLE TENT RENTAL (+GST)		Date Fee Last Amended
Tent Rental	\$52.38 per tent	July 1, 2015
Tent Setup and Dismantle	\$104.76 per tent	July 1, 2015
Picnic Shelter Private Booking (max 20 persons, up to 4 hours)	\$19.05	June 2022

SCHEDULE 'J'
PARKS AND RECREATION (continued)

SPIRIT SQUARE EQUIPMENT RENTAL (+ PST and GST)			Date Fee Last Amended
	Lakeside Multiplex Members' Price	Non-Members' Price	
Kayaks and Canoes	\$8.04/hr per person \$28.39/day rate <i>per person(4 hours)</i>	\$13.39/hr per person \$47.32/day rate <i>per person(4 hours)</i>	June 2019
Kayak and Canoes- Groups of 4 <i>(1 person over the age of 18)</i>	Half-Day Pass \$94.29	Half-Day Pass \$157.14	June 2019
Kayaks and Canoes summer seasonal pass (June-August)	\$101.79/person	\$169.64/person	June 2019
Skateboard Ramps	\$4.91/hr		July 1, 2015
Equipment Rental Late Fee <i>(If equipment is returned more than 20 minutes after indicated return time)</i>	\$14.73/hour		July 1, 2015

LEGACY PROGRAM		Date Fee Last Amended
Donate a Tree	Installed at cost-prepayment required	Feb 2023
Donate a Bench	Installed at cost – prepayment required	Feb 2023
Adopt a Hanging Flower Basket	Installed at cost – prepayment required	Feb 2023

Sale of Merchandise at the Lakeside Multiplex and the Visitor Information Centre		Date Fee Last Amended
Sale of Merchandise	Cost of merchandise (including freight) plus up to 30% mark up	Feb 2023

E-bike Rental Rates plus GST		Date Fee Last Amended
Two-hour Rental Rate	\$40	
Four-hour Rental Rate	\$60	
Eight-hour Rental Rate	\$100	

SCHEDULE 'J'
PARKS AND RECREATION (continued)

TOM FORSYTH MEMORIAL ARENA (Plus GST)			
USER	FEE		Date Fee Last Amended
Youth Skating (Under 18 years)	\$51.70 /hour (6 am – 3 pm)	\$78.33/hour (3 pm – Closing)	June 2022
Adult	\$86.16/hour (6 am – 3 pm)	\$130.56/hour (3 pm – Closing)	June 2022
Dry Floor – Non-profit and recreational	\$26.11 /hour \$208.88/ day (8 or more hours)		June 2022
Dry Floor- Commercial	\$65.28/hour		June 2022
	\$522.24/ day-(8 or more hours)		June 2019
Recreation Facility Rental Cancellation Fees (Plus GST)			
Over 14 Days Notice	No Penalty		April 2015
11 – 14 Days Notice	33% of Rental Fee		June 2019
7 – 10 Days Notice	66% of Rental Fee		June 2019
Less than 7 Days Notice	100% of Rental Fee		April 2015
Private Arena Rental (plus GST)			
	FEE		Date Fee Last Amended
Social Family and Pleasure Skate	\$78.33/hour		June 2022
Social Family and Pleasure Skate Christmas Rate	\$62.66/ hour During School Christmas break pending ice time available)		June 2022
Individual or Group	Youth	\$79.20 /hour	July, 2015
	Adult	\$126.50 /hour	July, 2015
Damage Deposit for Events	\$500.00		Oct. 2011

SCHEDULE 'J'
PARKS AND RECREATION (continued)

Public Skating Rates (+ GST) ** See Lakeside Membership rates**		
Drop-In Ice Fees (+ GST)		
Parents and Tots	\$4.29	Oct. 2015
Day Skate (Noon Skate)	\$3.33	Oct. 2015
Drop-In Hockey	\$6.19	Oct. 2015
Ice skate rentals	\$1.43	June 2022
Skate Sharpening	\$4.76	Feb 2023

ARENA ADVERTISING (plus GST)			
Arena Wallboard Advertisement		\$159.50/year	July, 2015
Partial Season Wallboard Advertisement		\$95.70/partial year	Jan. 2020
Zamboni Advertisement	Side Panel	\$550/ year	July, 2015
	Front Panel	\$440/year	July, 2015
	Top Panel	\$330/year	July, 2015
Ice Scooters	Per Year	\$50/year	Oct. 2016
	Lifetime of Scooter	\$150/scooter	Oct. 2016

Arena After Hours Charge Out (+ GST)			
Category	Rates	Charging Hours	
After Hours Charge Out	\$60.50/hr	11:15pm-5:30am	June 2019

SCHEDULE 'J'
PARKS AND RECREATION (continued)

LAKESIDE MULTIPLEX RATES* (plus GST)		Date Fee Last Amended
Children (Age 5-12)		
Single Admission	\$3.33	June 2022
One-Month Pass	\$26.88	June 2022
Three-Month Pass	\$56.74	June 2022
Six-Month Pass	\$104.69	June 2022
Annual Pass	\$191.80	June 2022
10 Visit Punch Card	\$29.97	June 2022
Youth (Age 13-18) and Seniors (Age 60+)		
Single Admission	\$4.44	June 2022
One-month Pass	\$35.84	June 2022
Three-month Pass	\$75.67	June 2022
Six-Month Pass	\$139.83	June 2022
Annual Pass	\$255.74	June 2022
10 Visit Punch Card	\$39.96	June 2022
Adult (Age 19+)		
Single Admission	\$5.55	June 2022
One-month Pass	\$44.80	June 2019
Three-month Pass	\$94.57	June 2022
Six-Month Pass	\$174.49	June 2022
Annual Pass	\$319.68	June 2022
10 Visit Punch Card	\$49.95	June 2022
Family		
Single Admission	\$12.21	June 2022
One-month Pass	\$98.56	June 2022
Three-month Pass	\$208.05	June 2022
Six-Month Pass	\$383.87	June 2022
Annual Pass	\$703.29	June 2022

SCHEDULE 'J'
PARKS AND RECREATION (continued)

LAKESIDE MULTIPLEX RATES (continued)* (plus GST)		Date Fee Last Amended
Shower Rate	\$4.76 per Shower	June 2019

Equipment Rental (plus GST and PST)			
Category	Regular Rate	Member Rate	
Tennis and Squash Racquets	\$4.40	\$2.64	June 2019
Jr. Squash Racquets	\$3.00	\$1.80	June 2019
Curling Grippers	\$1.10	\$0.66	June 2019
Curling Brush	\$2.20	\$1.32	June 2019
Broken or Damaged Racquet	\$33.00	\$33.00	July 1, 2015
Ping Pong Table Day Rental	\$30.00	\$18.00	June 2019

LAKESIDE MULTIPLEX RATES (continued)* (plus GST)			Date Fee Last Amended
Babine/Decker Multipurpose Room (plus GST)			
Multi-Use Room	Single and Double		
Regular Rate	\$25/hr		June 2019
Discount For Not For Profit	50% Discount		June 2019
Day Rate	\$200.00		June 2019
Chair and Table Rental Rates (for use outside of Babine/Decker rooms) (Plus GST & PST)			
Chair Rental	\$1.00/day		June 2019
Folding Table Rental	\$5.00/day		June 2019
Chair Cover Rental	\$1.00 each		Sept 2021
Chair Cover Damage Deposit	\$50 (no tax)		Sept 2021

SCHEDULE 'J'
PARKS AND RECREATION (continued)

LAKESIDE MULTIPLEX RATES (continued)* (plus GST)			Date Fee Last Amended
Babine/Decker Birthday Party Rates (plus GST)			
Babine/Decker Room Rental			
Number of Kids	Price	Rental	
Maximum 15	\$70.00	2hrs in the Multi-Use Room to use kids' toys	June 2019
Multi-Use and Rock Climbing Wall (With Staff Belayer)			
Number of Kids	Price	Rental	
Maximum 12	\$110.00	2 hrs climbing wall and multi-use room	June 2019
Babine/Decker Room Rental + Arena			
Price		Rental	
\$110 rental Plus \$45 insurance		1 hour in the arena and 1 hr in room	June 2019
Babine/Decker Room Rental + Curling Rink			
Price		Rental	
\$110 rental - Plus \$45 insurance		1 hour in curling rink and 1 hr in room	July 2016
Non-refundable booking deposit		25%	Jan. 2020
Birthday Party Time overrun		\$20.00/hr	Sept 2018
Heritage Room Rental			
Price		Rental	
Heritage Room Rental Rate		\$25/hr	Sept 2021
Heritage Room Rental Rate for Non-profits		\$12.50/hr	Sept 2021

SCHEDULE 'J'
PARKS AND RECREATION (continued)

Pickle Ball Court (+GST)		Date Fee Last Amended
Adult (19-59 years)	\$3.00	June 2019
Group of Four	\$10.00	June 2019
Youth (under 19)/Seniors (60+)	\$2.00	June 2019

Squash Court Tournament		Date Fee Last Amended
Full Day Rental	\$242.00	July 2015

Curling Rink Rental Rate (Plus GST)		Date Fee Last Amended
Ice Rental	\$86.16/hr	June 2022
Dry Floor (Recreation)	\$26.11/hr	June 2022
Dry Floor (Other)	\$65.28/hr	June 2022
Christmas Curling Rink Fees	\$62.66/hr	June 2022
Curling Drop-in Rate	\$4.76	June 2019

Group Rates		Date Fee Last Amended
10 – 14 People	10% Discount	April 2014
15-19 People	15% Discount	April 2014
20+ People	20% Discount	April 2014
Curling Rink Bonspiel Rental Discount	20% Discount	

READ A FIRST TIME THIS 27 DAY of June, 2023

READ A SECOND TIME THIS 27 DAY of June 2023

READ A THIRD TIME THIS 27 DAY of June 2023

ADOPTED THIS ____ DAY of _____ 2023

MAYOR CORPORATE OFFICER

CORPORATE OFFICER

Certified to be a true copy of the "*Corporation of the Village of Burns Lake Fees and Charges Bylaw No. 1065, 2023*"



COUNCIL DELEGATION APPLICATION

10-minute time limit exclusive of council questions

The Village of Burns Lake encourages citizen involvement in local government. In order to ensure that you and all other delegations have a fair and equal opportunity to be heard by Village Council, your presentation will be subject to the guidelines as outlined below.

If you need any assistance completing this form or if you have questions regarding your appearance as a delegation, please contact the Village at 250-692-7587 or village@burnslake.ca.

Date of Council Meeting: July 18, 2023

Applicant: MARTINA ZECHENDORF

Title/Organization (if applicable): LAKE DISTRICT FESTIVAL ASSOCIATION

Number of Presenters: 2

Address: BURNS LAKE, B.C., 407 1EO/Box 1156

Contact Phone Number: _____

Email Address: _____

Please provide a brief overview of your topic and presentation:

The Lakes District Festival Association (LDFA) requests that the Burns Lake Village Council considers the move of our Grand Piano to the refurbished "Anglican Church". It would be a great advantage to the whole community to have access to a beautifully playable Grand Piano.

Do you require audio visual equipment: YES NO

* If YES, please email a copy of your presentation to the Village Office one (1) week prior to the meeting at which the presentation will be made.

Do you have any supporting documents you wish to provide to Council: YES NO

* If YES, please provide a copy of the supporting documents to the Village Office one (1) week prior to the meeting at which the presentation will be made.



COUNCIL DELEGATION INFORMATION:

- **A maximum of ten (10) minutes**, exclusive of any time required to answer questions from Mayor and Council, is given per delegation as per Village of Burns Lake Procedure Bylaw No. 936, 2012
- Any additional time required for the presentation must be unanimously approved by Council at the time of the presentation – presenters should not rely on additional time being approved
- Only two (2) delegations will be accepted for each Council meeting
- Presentations shall not be for the purposes of personal, professional or pecuniary benefit
- Delegations regarding any aspect of an Official Community Plan or a Zoning Application are prohibited between the conclusion of a Public Hearing and a Final Reading of the Bylaw

I have read and understood the Council Delegation Form

Martine Zechendorf

Signature of applicant

OFFICE USE ONLY

Date Received: _____





Minutes of the Regular Meeting of Council

June 27, 2023, 7:00 p.m.

Council Chambers

Members Present: Mayor H. Wiebe
Councillor K. White
Councillor D. Hill

Staff Present: CAO S. Worthing
EDO D. Funk
DCO V. Anderson
Bylaw Officer K. Chalmers

Guests: Two members of the public
Frank Peebles, Lakes District News – via Zoom

1. CALL TO ORDER

“On behalf of Council, I would like to acknowledge the traditional territories of the area’s Six First Nations.” Mayor Wiebe called the meeting to order at 7:00 pm.

2. APPROVAL OF AGENDA

It was moved and seconded by Council:

2023-06-27: 231

THAT item 8(d) is added to Section 8 REPORTS;

AND THAT the agenda for June 27, 2023, Regular Meeting of Council is approved as amended.

CARRIED

3. PUBLIC AND STATUTORY HEARINGS AND READINGS OR ADOPTION

3.a Fees and Charges Bylaw Update - P. Anderson, Director of Finance and V. Anderson, DCO

It was moved and seconded by Council:

2023-06-27: 232

THAT Fees and Charges Bylaw No. 1065, 2023 be given first, second and third readings.

CARRIED

4. PUBLIC COMMENT - None

5. DELEGATIONS AND PETITION

5.a W. Wiebe, resident - Request to use Pioneer Park

- W. Wiebe requested a permit to protest in Pioneer Park.
- She gave an overview of the reasons why she should be allowed to protest in Burns Lake.
- She feels the vax-free supporters no longer have a voice due to censorship.
- She presented her views on COVID vaccination, Bill C-36, people who lost their jobs, and mainstream media inaccuracies.
- She presented her views on politics in Canada.
- She was always respectful during her protest.
- She was always polite and did not leave a mess at the parking lot.
- She believes she may have deterred tourist, but she also attracted some.
- She thanked Council for listening to her.
- The issue will be brought back to the next council meeting.

6. ADOPTION OF MINUTES

It was moved and seconded by Council:

2023-06-27: 233

THAT June 13, 2023, minutes of the Special Meeting of Council be adopted;

AND THAT June 13, 2023, minutes of the Regular Meeting of Council be adopted.

CARRIED

7. MAYOR, COUNCILLOR AND CAO REPORTS

CAO Worthing - Staff are working on Centennial celebration events. The office will be closed this Friday, in lieu of the Canada Day. 9th Ave Active Transportation project has started.

Mayor Wiebe - Was a parade judge and spoke at the Indigenous Peoples Day event at Spirit Square. It was a well organized and fun event. Met with Ministry of Highways regarding Highway 35., the Ministry has provided some options.

It was moved and seconded by Council:

2023-06-27: 234

THAT the Mayor and CAO reports be received.

CARRIED

8. REPORTS

8.a Development Permit 2023-01 VBL Subdivision

- Discussion of page 50, which shows the piece that the Village of Burns Lake is purchasing.

It was moved and seconded by Council:

2023-06-27: 235

“That Development Permit 2023-01 be approved.”

CARRIED

8.b A Century Together – Centennial Celebration Update - Dolores Funk, Economic Development Officer

- EDO Funk presented the activities for the four day celebration, August 17-20.
- DRAX has donated \$10,000 for the celebration.
- Asking council to commit to assisting in the head quarters booth during the celebration, a sign-up sheet was given to council.
- The Rotary time capsule will be displayed in the head quarters tent. There will be a community builder board for people to put community builders name on the board.

- Welcome barbeque on Friday night (Aug 18), 5:00 pm at Spirit Square. EDO Funk asked council to consider grilling. Mayor Wiebe and Councillor White volunteered.
- Staff will work at headquarters over the weekend.

It was moved and seconded by Council:

2023-06-27: 236

THAT the June 27 Centennial Celebration Update report be received.

CARRIED

8.c Housing Accelerator Fund Application

Dolores Funk, Economic Development Officer

- Staff are working with the consultant on the Action Plan
- On July 18, council will be presented the plan for approval.
- The Housing Accelerator Fund application portal will open in July, staff want to be ready to apply.

It was moved and seconded by Council:

2023-06-27: 237

THAT staff be directed to apply for the CMHC Housing Accelerator Fund when the portal opens in July of 2023.

CARRIED

8.d Update - Dog Issues Within the Municipality - K. Chalmers, Bylaw Officer - verbal report

- In the last month there were six complaints regarding animals at large.
- The bylaw officer has monitored Facebook posts for the last month, 8 dogs, 3 cat and one horse posted as lost.
- Bylaw has picked up one dog, and one at the request of the RCMP.
- Most dogs return home or are picked up by owners at the end of the day.
- Wandering dogs are often a concern of the public due to possible injury to the animal, the bylaw officer has not heard of a dog being hit on the highway.
- During evening observations, dogs tend to go home at night, has not noticed dogs packing up.

- Public safety animal complaints such as the safety of children and elderly, or in public spaces will be attended by the bylaw officer.

9. BUSINESS ARISING - None

10. ORIGINAL COMMUNICATIONS ACTION

10.a Appointment of MIA Voting Delegates

It was moved and seconded by Council:

2023-06-27: 238

THAT CAO S. Worthing is appointed Municipal Insurance Association (MIA) voting delegate;

AND THAT Councillor Kristy Bjarnason is appointed MIA Alternate #1, and Councillor Charlie Rensby is appointed MIA Alternate #2.

CARRIED

11. ORIGINAL COMMUNICATION RECEIVED AND FILED

It was moved and seconded by Council:

2023-06-27: 239

THAT Original Communications Received and Filed items 11(a) through 11(b) be received and filed:

CARRIED

11.a BC Hydro Electric Renewable Energy Resources Through Competitive Process

11.b District of North Saanich - Province of BC Homes for People Action Plan

12. NEW BUSINESS

12.a Ratify - 9th Ave Active Transportation Project RFP - Dale Ross, Director of Public Works

It was moved and seconded by Council:

2023-06-27: 240

THAT the 9th Avenue Active Transportation Improvements 370-341 be awarded to Granite Excavating Ltd. For \$747,053.64 plus GST.

CARRIED

13. ACCOUNTS PAYABLE

Accounts Payable, June 6 to June 22, 2023, of \$ 172,006.82 were found to be in good order.

14. READING FILE

- No items brought forward.

It was moved and seconded by Council:

2023-06-27: 241

THAT June 23, 2023, Reading File be received and filed:

- 1. United Way Northern BC – Support to communities affected by wildfire**
- 2. Ministry of Transportation and Infrastructure - Load Restrictions**
- 3. Artemis Gold Inc – Phase 1 Development**

CARRIED

15. PUBLIC QUESTION PERIOD

- Wanda Wiebe spoke. She pleased to hear staff are looking into dog issues.

16. RELEASE OF CLOSED MEETING RESOLUTIONS - None

17. ADJOURN

It was moved and seconded by Council:

2023-06-27: 242

THAT June 27, 2023, regular meeting of council be adjourned at 7:34pm.

CARRIED

MAYOR

CORPORATE OFFICER

Certified to be a true copy of the minutes of the Regular Meeting of Council for the Corporation of the Village of Burns Lake held on Tuesday, June 27, 2023



Village of Burns Lake Council Report

Date: July 18, 2023
To: Mayor and Council
From: Rob Krause, Director of Protective Services
Subject: **Awarding Fire Hall Renovation Project**

1. ISSUE

1.1. Staff issued an RFP for the design-build renovation of the new fire hall earlier this year. Staff are seeking approval from council to award the contract.

2. 2023 GOALS AND OBJECTIVES

Good government that is financially sustainable and invests in infrastructure to serve the community

3. BACKGROUND

3.1. The closing date for the RFP was June 6, 2023, and two submissions were received.

1. Datoff Bros. construction- \$3,394,000 – plus GST
2. Western Industrial Contractors Ltd. -\$2,790,000 – plus GST

3.2. Staff reviewed the submission using a grid system to allocate points for specific areas/qualifications. Western Industrial Contractors Ltd. received the highest points.

4. TRIPLE BOTTOM LINE

4.1. **FINANCIAL IMPLICATIONS** – The village received \$3.1M from the Federal Government's *Strategic Priorities Fund* for the completion of the project. Council also approved \$300,000 for planning.

Western Industrial Contractors Ltd. has provided a proposal that is under the funds allocated for the project, however, their proposal does not include the final landscaping and paving.

4.2. **ENVIRONMENTAL IMPLICATIONS** – an environmental assessment was completed prior to purchase.

4.3. **SOCIAL RESPONSIBILITY IMPLICATIONS**

5. DISCUSSION

- 5.1. Western Industrial Contractors Ltd. provided the best options for the completion of the project to meet the needs of the fire department. They also offered the most options for future energy savings.
- 5.2. In the RFP if awarded to Western Industrial Contractors Ltd., the Village can use the remaining grant funds (approximately \$309,000) as well as capital funds allocated in the 2023 budget (\$300,000) to complete the paving and landscaping. By using Village staff and resources to complete this portion of the project, staff believe that we can complete the project in a cost-effective manner.
- 5.3. Completion date is planned for spring/summer of 2024.

6. RELEVANT LEGISLATION – n/a

7. CAO COMMENTS

- 7.1. Reviewed and approved- S. Worthing CAO

8. RECOMMENDATION AND OPTIONS

8.1. RECOMMENDATION:

Option 1

THAT staff are to award the Fire Hall Renovation Project contract to Western Industrial Contractors Ltd.

Option 2

THAT staff are directed not to award the Fire Hall Renovation Project contract at this time.



Village of Burns Lake Council Report

Date: July 18, 2023
To: Mayor and Council
From: Ken Chalmers, Bylaw Officer
Subject: Request for Permission to Use Pioneer Park for Demonstrations

1. ISSUE

1.1. At the June 27, regular council meeting Ms. Wanda Wiebe asked Council for permission to stage semi-weekly demonstrations at Pioneer Park. The request is being brought back for Council's consideration.

2. 2023 GOALS AND OBJECTIVES

Undertake initiatives that support the development of a strong and diverse economy, including for industry, commerce, tourism, and a vibrant downtown.

3. BACKGROUND

- 3.1. Wanda Wiebe made a request for permission to conduct regular demonstrations in Pioneer Park. Ms. Wiebe has been conducting similar demonstrations for approximately two years at the Village's downtown RV parking lot and rest area. Bylaw enforcement has fielded complaints from members of the public who have felt that her demonstrations are no longer necessary, are not in the public interest, and may be contrary to one or more bylaws
- 3.2. Bylaw visited Ms. Wiebe and let her know of these complaints. Bylaw informed her that parking on site is preventing people with RV's from using the site. There is a sign on site that indicates the lot is for RV parking. Bylaw also informed Ms. Wiebe that signs are not allowed on Village property without permission as per the Sign Regulation Bylaw. Ms. Wiebe was asked to consider other places or options for her demonstrations.
- 3.3. Ms. Wiebe informed Council that her demonstrations are in support of workers and people affected by the Covid-19 vaccine. She stated that her message is necessary and supported by many who live in or are visiting Burns Lake. She stated that her demonstration is an attempt to raise awareness about government's overreach with regard to vaccines; including forcing certain government workers to be vaccinated for continued employment – e.g. healthcare workers.

4. TRIPLE BOTTOM LINE

4.1. FINANCIAL IMPLICATIONS

- Permission to use Pioneer Park to stage semi-weekly demonstrations will not provide any known financial implications.

4.2. ENVIRONMENTAL IMPLICATIONS

- There are no known environmental implications regarding the request.

4.3. SOCIAL RESPONSIBILITY IMPLICATIONS

- There are no responsibilities to society by granting or denying permission.

5. DISCUSSION

5.1. Placement of signs on Village property is covered under the Sign Regulation Bylaw (2019). The bylaw is deemed desirable to protect the public from nuisance or hazards arising from improperly erected and cited signs.

5.2. Allowing Ms. Wiebe to demonstrate at Pioneer Park may in fact create motor vehicle, bicycle, and pedestrian safety concerns. Her demonstrations are meant to catch the attention of passers-by. Drivers who are distracted by flag waving and signs put other drivers, cyclists, and pedestrians in danger. There are two crosswalks located within 50 metres of Pioneer Park and a very challenging corner on Highway 16, especially for long and/or wide loads.

5.3. Ms. Wiebe indicated that she believes that bylaw is not going after other people placing signs without permission (e.g. those advertising Yard Sales, public notices, and signs for events or itinerant businesses). This is mostly true, however; there have not been complaints lodged regarding these signs. If there are any complaints made, they will be dealt with as per the Village Bylaw Complaint Enforcement Policy.

5.4. Ms. Wiebe did not specifically request permission to set up signs on Village owned property. She requested permission to demonstrate. The Village does not provide permission to demonstrate.

5.5. Ms. Wiebe could seek permission to demonstrate on private property.

6. RELEVANT LEGISLATION

The Canadian Charter of Rights and Freedoms allows for the freedom of thought, belief, opinion, expression, and; freedom of peaceful assembly. None of these are impacted by having or withholding permission to use Pioneer Park for demonstrations.

The Community Charter of BC allows municipalities to establish bylaws.

The Village of Burns Lake Sign Regulation Bylaw #1008 (2019) allows for the permission of signs on Public Property. The bylaw is silent on the purpose of signs but is generally understood to mean business signs.

7. CAO COMMENTS

7.1. Reviewed and approved- S. Worthing CAO

8. RECOMMENDATION AND OPTIONS

8.1. RECOMMENDATION:

Option 1.

Ms. Wiebe is not given permission to demonstrate in Pioneer Park.

Option 2.

Ms. Wiebe is given permission to demonstrate in Pioneer Park.



Village of Burns Lake Council Report

Date: 05/07/2023
To: Mayor and Council
From: Amy Wainwright, Planning Consultant
Subject: Development Permit 2023-02 The Foundry

RECOMMENDATION

Option 1

“That Development Permit 2023-02 be approved.”

Option 2

“That Development Permit 2023-02 not be approved.”

EXECUTIVE SUMMARY

CSFS has applied for a Commercial Development Permit in order to construct a new youth services centre called Foundry. Foundry Burns Lake would serve youth ages 12-24 with the following 5 core services: Primary Care, Mental Health, Peer Support, Social Services, and Addiction Services.

This development proposal complies with the Village of Burns Lake zoning regulations. The requirements of Commercial Development Permit Guidelines are satisfied, with the exception that the parking for the building is located at the front of the property instead of the rear. This is determined to be acceptable given the topography of the property and layout of the development.

CAO COMMENTS

Reviewed and approved by CAO Worthing.

APPLICATION SUMMARY

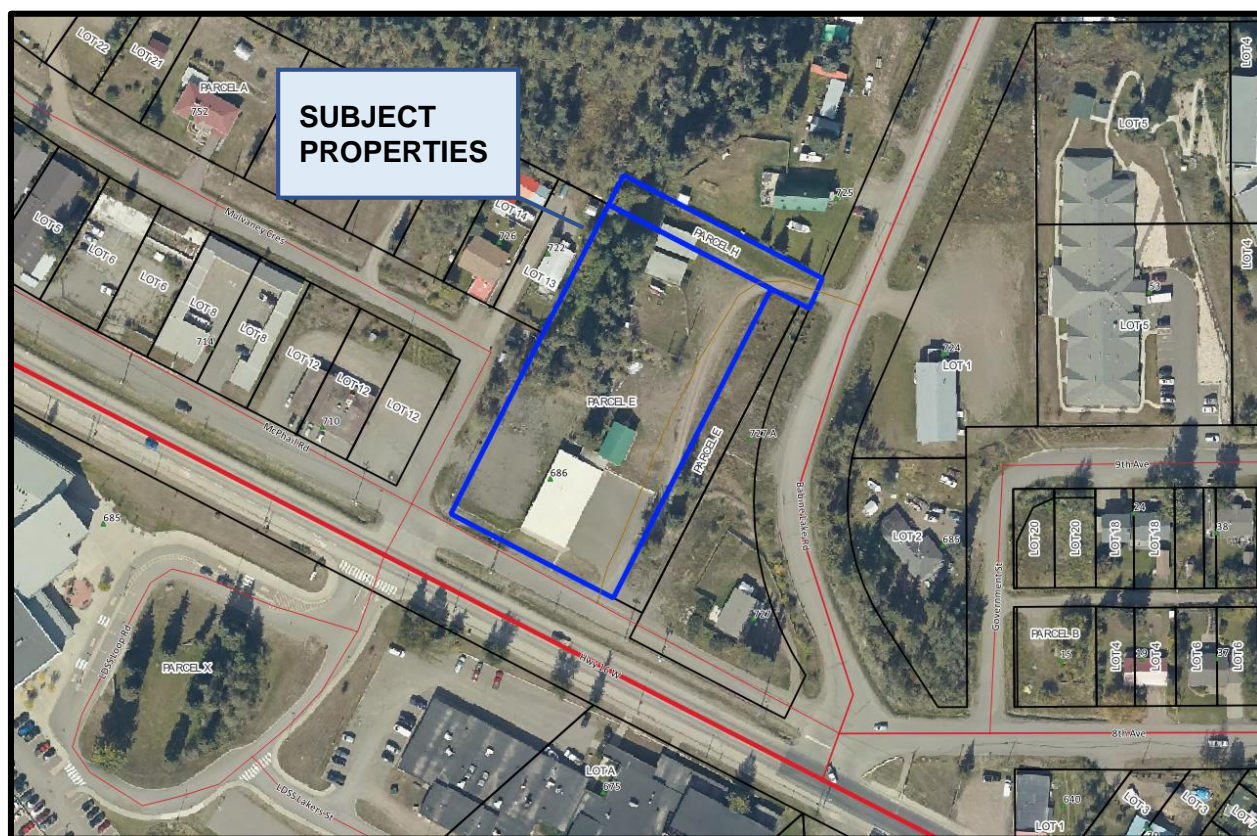
Name of Owner: Carrier Sekani Family Services (CSFS) Society

Name of Applicant: Randi Mondor, CSFS Foundry Project Coordinator

Subject Properties: Parcel E, Plan PRP3428, District Lot 5402, Range 5, Coast Range 5 Land District, Except Plan PRP4123, except PI 5089. This property is 6,718.19 sq m (72,314 sq ft) in size.

Parcel H, Plan PRP5088, District Lot 5402, Range 5, Coast Range 5 Land District. This property is 780.29 sq m (8,399 sq ft) in size.

Location: 686 McPhail Rd



OCP Designation: Highway Commercial (CH) in Village of Burns Lake Official Community Plan Bylaw No. 970, 2017

Zoning: Highway Commercial Zone (C2) Zone in Corporation of the Village of Burns Lake Zoning Bylaw No. 880, 2008.

Development Permit: This application is for a Commercial Development Permit for the construction of a new youth services centre.

OVERVIEW OF PROPOSAL

CSFS has applied for a Commercial Development Permit in order to construct a new youth services centre called Foundry. Foundry Burns Lake would serve youth ages 12-24 with the following 5 core services: Primary Care, Mental Health, Peer Support, Social Services, and Addiction Services. The centre will also have CSFS Youth Services attached, which will allow the centre to be open evenings and weekends plus access to transportation.

CSFS has partnered with Foundry BC as the host agency of the Foundry in Burns Lake, announced in June 2020, selected by the Minister of Mental Health & Addictions. The Foundry Brand is a leader in youth services in BC, providing a cornerstone for all community agencies to work together in partnership rather than competing for resources.

The subject property was the location of the old School District bus garage, which was removed from the property in late 2022. CSFS is planning construction of the new building to occur in 2023.

The proposed youth services building is generally “T” shaped, and will be 882.5 m² in size.

The central portion of the building will contain:

- A central large reception area with a large breakout room and peer support room.

The western wing of the building will contain:

- Four talking rooms and one secure talking room.
- Space for a nurse practitioner, including three exam rooms, two shared offices, a specimen lab and washrooms.

The southern wing of the building will contain:

- A managers office, staff lunchroom, 7 offices, open office space, and a breakout room

The northern wing of the building will contain:

- A locker room, mechanical room, rec room, storage room, donation room, shared office space, and two talking rooms
- A multipurpose room with washrooms and commercial kitchen

The exterior of the building will be sided with natural wood siding with large windows. The property will contain a large parking lot in front of the building, an outdoor basketball court, a fire pit and existing storage buildings.

ZONING REGULATIONS

Parking

The proposed development includes 34 parking spaces and two loading spaces. This exceeds the requirement of the Zoning Bylaw for 26 spaces.

Screening and Landscaping

The applicant has provided a detailed landscape plan that meets the requirements of the Zoning Bylaw.

Siting

The proposed building meets the siting requirements of the Zoning Bylaw.

THE COMMERCIAL DEVELOPMENT PERMIT AREA GUIDELINES

In accordance with Section 488 of the *Local Government Act* the subject property has been designated as a development permit to establish form and character objectives for the commercial use area. The Development Permit Area and associated guidelines are contained in the Village's Official Community Plan. The development permit process is designed to ensure that land is developed in accordance with the applicable guidelines.

The subject property is located in the Commercial Development Permit area as designated under the Village of Burns Lake Official Community Plan Bylaw No. 970, 2017. The applicable guidelines for development in the Commercial Development Permit Area are attached to this report. The purpose of the Commercial Development Permit area guidelines is to:

1. ensure that the downtown area adequately functions as a vibrant, safe, and attractive commercial and cultural centre for the community;
2. appropriately integrate the mix of residential, commercial, and recreational uses into their surroundings; and
3. facilitate an appropriate level of design and landscaping into the downtown to improve its overall aesthetics and appeal to residents and the travelling public.

Building Design

The proposed development is well designed and will make significant improvements to the appearance and new use of the building and property. It is supported by the building design guidelines in the OCP.

Safety

The proposed design includes a number of safety and security design measures that align with the Guidelines. There is a clear delineation between shared and private spaces. The entrance and the walkways around the building are covered.

For the site lighting, the parking area contains one light standard. The lighting of the building is not shown on the provided plans. This information has been requested from the applicant.

Landscaping

A comprehensive landscape plan has been provided by the applicant that meets the requirements of the Development Permit Guidelines. The building perimeter is surrounded by non-flammable landscaping materials (asphalt, cobble and boulder).

Screening

The Development Permit guidelines state that loading areas, storage areas, and utility and mechanical equipment should be located to the side or rear of buildings or screened from view from the street. In the proposed development plan the loading stalls, existing storage buildings, and garbage will be located along the north (rear) side of the property. The garbage will be secured with a chain link fence. It is recommended that the chain link fence be replaced with a solid fence or include privacy strips to provide screening from view. This area will be screened from the west by natural vegetation and the south by the building itself. No screening to the east side is proposed. This is acceptable, provided the garbage bins are appropriately screened.

Parking

The parking guidelines state that on-site parking should be provided at the side or rear of building. In the proposed development. In this development, the parking will be at the front of the building. However, due to the layout of the building, it is more practical to place the parking at the front of the building rather than the rear. The rear of the building contains storage buildings, loading spaces and private amenity area.

A comprehensive snow management plan has been provided by the applicant. There is ample room designated on the plan for snow storage.

REFERRALS

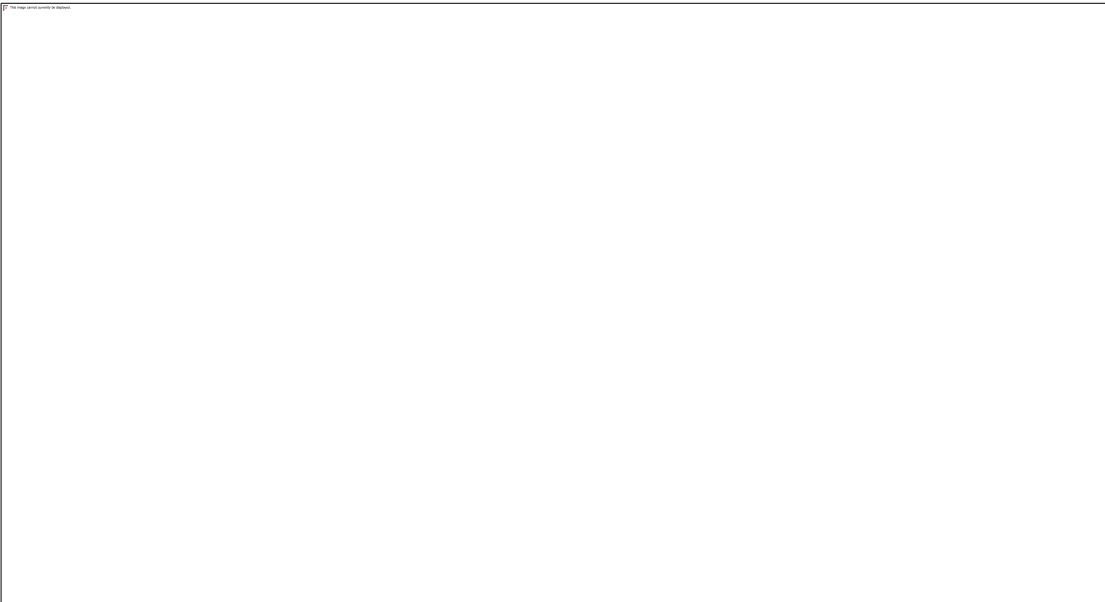
This referral report was provided to the Village's Public Works Department, Fire Department, and Administration, and the Building Inspector for comment.

Protective Services: No concerns from Protective Services department.

Building Inspection: The proposal will satisfy the BC Building Code requirements.

Administration and Public Works: The Admin and Public Works department have reviewed the Development Permit application for the Foundry. There are no access or servicing issues. Public Works will need to review Water and Sewer plans once the building permit is submitted but at this time there are no concerns.

Photos taken July 6, 2023:



Commercial Development Permit Guidelines

A Commercial Development Permit shall only be issued to allow development that is in accordance with the following guidelines.

Safety

1. Safety and security of residents should be considered in design and site layout, considering Crime Prevention Through Environmental Design principles. These principles include improving visibility and lighting, clearly delineating the separation between public and private space and removing opportunities for vandalism.
2. Structures such as roofs, awnings, and canopies shall be designed to carry water away from pedestrian areas, avoid drip lines along walkways and pathways, avoid ice accumulation and shed snow in a controlled manner.
3. Public areas, including parking areas and walkways should be well lit at pedestrian level and should not create glare for pedestrians or vehicle traffic.
4. Directional lighting should be provided along building facades with a focus on the building's entrances.
5. Landscaping design and materials, and building materials, should be selected to reduce the risk associated with the spread of wildfire.

Landscaping, Screening and Parking

6. On-site parking should be provided at the side or rear of buildings.
7. On-site parking and maneuvering aisles should be paved.
8. Landscaped areas should be separated from parking spaces by a raised concrete curb or other raised structure that cannot be damaged by snow removal operations, to retain landscape materials.
9. A snow management plan should be provided showing how the parking areas can accommodate the efficient and effective storage and removal of snow.
10. There should be a clearly delineated walkway system connecting parking areas to public roads and sidewalks and to the building entrance.
11. Areas between a building and its front property line should be landscaped where not used for parking or loading.
12. Loading areas, storage areas, and utility and mechanical equipment should be located to the side or rear of buildings or screened from view from the street.

Building Design

13. Building facades should incorporate vertical and sloping elements and avoid a focus on horizontal lines.

14. Public building entrances should be the dominant feature of the façade, and be easily recognizable as the entrance.
15. Pedestrian weather protection in the form of awnings, canopies, and covered walkways should be provided where practical. This is particularly important where buildings run along a sidewalk or other pedestrian area.
16. Structures constructed for use as metal storage or shipping containers shall have non-metal siding and sloped roofs, and not be recognizable as shipping containers.
17. Signage shall be proportional to the scale of the building, and be compatible with the building design.
18. Buildings should be sited and designed to be compatible with adjacent buildings. This includes creating consistent setbacks, and the use of roofs and parapets to ease the transition between buildings and downplay changes in building height.
19. Garbage containers shall be located to the side or rear of a building and screened from view by fencing, landscaping or in another manner.
20. The dominant paint colour shall consist of warm and soft colours. Pastel hues and bright colours should be reserved for use as accents.
21. Window space should be maximized at street level, and blank wall space should be avoided.
22. Development fronting on Highway 16 between 1st and 5th Avenue should be built to the front and side property lines to create a consistent and continuous streetscape, except for an access leading to a loading or parking area, or a landscaped public amenity space.

SCHEDULE "A" to Development Permit 2023-02



• F O U N D R Y •
BURNS LAKE

Fundraising Case for Support

January 2023



CARRIER SEKANI
FAMILY SERVICES



CARRIER SEKANI
FAMILY SERVICES



Our Vision

Carrier Sekani Family Services (CSFS) & Foundry's vision is to transform access to health and social services for youth and families. The vision is to make British Columbia the best place in the world for young people to live a good life. Foundry is removing barriers and increasing access to health and wellness services for young people ages 12–24 and their caregivers across British Columbia.

The Foundry Brand is a leader in youth services in British Columbia, providing a cornerstone for all community agencies to work together in partnership rather than competing for scarce resources. The Foundry partners with non-profit organizations across the province to lead a Foundry in their respective community as these organizations understand the needs and service gaps in the youth and residents are seeking.

Over 30 years ago, elders and leaders across Carrier and Sekani territory came together and established Carrier Sekani Family Services, a non-profit society to provide health care, social supports, legal guidance, and research opportunities to First Nations people living in remote and urban areas in BC's northern interior. CSFS has created our very own health and social service programs, built on Carrier wisdom and culture, blending best practices in Western and Indigenous systems resulting in innovative models of care. Today, we are leaders in First Nations health and social services, all with CARF (Commission on Accreditation of Rehabilitation Facilities) accreditation.

Our young people are full of promise and potential, but face challenges to their wellness – including higher rates of mental illness and substance use: an estimated 70% of mental health concerns begin during childhood or adolescence, with 12–24-year old's experiencing the highest incidence of mental disorders and addictions of any age group. While one in four Canadian youth are affected by mental illness and problematic substance use, fewer than 25% receive the supports they need. Sadly, suicide remains the second leading cause of death for Canadian youth.

Now more than ever young people and their family members in Northern BC need access to integrated supports and services where they can feel safe and find the help they need, when unprecedented ways. Like young people all over BC, they are experiencing the highest increases in rates of anxiety, posttraumatic stress, depression and behavioural challenges, as well as increased difficulty accessing services or meeting financial needs as a result of the COVID-19 pandemic. Similarly, the overdose crisis continues to impact youth in our communities, with overdose deaths in BC in 2022 being the highest since the toxic drug epidemic began. And now, the group most affected by loss of employment due to the pandemic are young people aged 15-24. Truly, this is a time of 'triple threats' for young people in Northern BC.



CARRIER SEKANI
FAMILY SERVICES



Why Foundry Burns Lake?

One in five young people report experiencing mental illness or substance use problems, fewer than 25% actually receive appropriate services. Sadly, suicide is among the leading causes of death for Canadian young people. That is 25% of all youth. It is shocking.

Burns Lake and the surrounding area is home to about 10,000 residents, 2000 of whom are youth ages 10-24; 37% of this population is Indigenous. Data shows that Burns Lake has a lower average household income, less physicians per 100,000 residents, a higher unemployment rate, a lower life expectancy, and a higher infant mortality rate when compared to BC averages. At present, the youth in Burns Lake have no drop-in centre. There are no mental health and/or substance-use services available to them. Wait lists for counselors tailored to youth are long. Frankly, youth cannot afford to wait any longer.

In 2019, the Ts'il Kaz Koh Burns Lake Band Office approached Carrier Sekani Family Services as they identified the need for all youth in the region to have access to safe and integrated care. The shared vision for Burns Lake is the development of an integrated service model serving all youth in the region. CSFS recognizes how influential the social determinants of health are on health outcomes and the unique needs of Burns Lake residents.

Our Plan

Carrier Sekani Family Services (CSFS) has partnered with Foundry BC as the host agency of the Foundry in Burns Lake, announced June 2020, selected by the Province of BC's Minister of Mental Health & Addictions.

CSFS is no stranger to providing these services to the Northern BC region. CSFS, as a health and wellness Agency, is responsible for the health and social services for 11 member First Nations including the six nations within the Burns Lake area. The CSFS Board structure is made up of one representative appointed by Chief and Council from each member nation. The Indigenous partners are in full support of bringing a Foundry and increasing youth services – for all youth. To reduce the disparity between Indigenous and non-Indigenous youth.

CSFS tagline is "Creating Wellness Together." It couples perfectly with the Foundry's message of "young people" being able to "find hope, help and support for their wellness needs." CSFS creates wellness for our member nations across all demographics, from birth to death. CSFS Youth Services empowers and supports youth through culture, education and wellness. Its mission is to provide high quality youth services to Indigenous and non-Indigenous youth in Prince George and Burns Lake. The opening of a Foundry in Burns Lake will build upon our commitment to youth services, and build on what we offer in the region. Having a one-stop single door program gives



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Burns Lake & surrounding are youth a place to go with open access to help remove barriers to mental health and wellness.

The Cost

Our current fund goal is approximately \$4 million with the funds of \$1.3 million already secured. The gap to goal is \$2.7 million.

We have secured an ideal location for Foundry Burns Lake, the site is located right across from the Lakes District Secondary School. CSFS worked with local contractors in late 2022 to recycle the existing structure and level the site in preparation for construction in early 2023. At this time we are working with the architecture firm Sahuri & Associates to finalize the design.

Why “Now”?

The youth of Burns Lake need the Foundry sooner, rather than later. The sooner we have a place for youth to seek out a safe place, safe space, to seek help and support for the pressures of everyday life, the better the community will be. Burns Lake is located in a rural setting in Northern BC, amplifying the challenges to accessing services and supports youth require for the current struggles they are facing. According to the mental health commission of Canada, the greatest number of people with mental illness are young people.

There are approximately 725,294 young people ages 12 - 24 in British Columbia (Stats Can, 2018) and 1 in 4 of those young people need to access mental and substance use services in a year but only 1 in 8 are currently getting them. All youth need support more than ever.

Why We Need Your Support?

We invite you to support the youth of Burns Lake by contributing to this capital project. Your financial support will make the Foundry in Burns Lake a reality.

Part of CSFS' recognition program is to invite donors on the journey with us! The Foundry will be the bridge to bring our community together as a whole. Our collaborative approach will allow donors to be part of our organization and the Foundry project. Our annual events, cultural courses, and professional training are just a few ways we want our donors to experience Carrier and Sekani culture. Imagine learning how to smoke salmon with our Elders at our annual Fish Camp, learn about Carrier and Sekani history from our knowledge holders through cultural competency training, or understanding from the youth of Burns Lake why the Foundry is so important to them. Just a few ways donors can learn about our culture, our history, and the



CARRIER SEKANI
FAMILY SERVICES

·FOUNDRY·
WHERE WELLNESS TAKES SHAPE

importance of Carrier Sekani Family Services leading the Foundry in Burns Lake. Our goal is to create long-term and sustainable relationships so donors will witness how their contributions will make an impact over multiple years.

All donations will be displayed on our donor wall of Foundry Burns Lake to provide recognition for all of those who made this vision a reality. In addition, we are open to discussing alternative recognition opportunities that will help meet your philanthropic objectives. Join us on this incredible journey to support our community and the youth of Burns Lake.

This drawing is the property of the Architect and unauthorized reproduction is prohibited under the Copyright Act. Electronic files when provided are instruments of service and the sole property of Sahuri + partners architecture inc. No alteration or reproduction shall be made without written authorization from Sahuri + partners architecture inc. The Contractor shall check and verify all dimensions and report any discrepancies to the Architect prior to construction; do not scale this drawing. This drawing shall not be used for construction unless properly noted as 'ISSUED FOR CONSTRUCTION' by the Architect. All dimensions are in millimeters unless noted otherwise.

ISSUES/REVISIONS

DATE	DESCRIPTION	#
April 12/23	30% DRAFT FOR REVIEW	1
May 8/23	ISSUE FOR DP	2

Seal

Client

Project Title
Foundry
Burns Lake, BC

Drawing Title
Landscape Plan

Drawing info	Project Number
Scale 1:200	00-000
Date 2023-04-14	Drawing Number
Drawn LS/SS	L 1.0
Checked LS	
Partner	

LEGEND

- PROPERTY LINES
- BRUSH FINISH NATURAL COLOURED CONCRETE WALKWAYS - REFER TO CIVIL DWGS. FOR DETAILS & SPECS
- DRAIN ROCK DRIP STRIP / DRY CHANNEL FEATURE 200 MM DEPTH OF 25-75MM DIM WASHED RIVER ROCK ON APPROVED FILTER FABRIC (4 L3)
- 3/4" COMPACT CRUSH AGGREGATE LIMEROCK SURFACE / PATHWAY (5 L3)
- NATIVE SEED GRASS MIX ON 150 MM DEPTH APPROVED GROWING MEDIUM
- SEEDED GRASS AREA ON 150 MM DEPTH APPROVED GROWING MEDIUM
- PLANTING BED CW 75 MM DEPTH FIR BARK MULCH ON 3oz LANDSCAPE FABRIC ON APPROVED GROWING MEDIUM. 450 MM MIN DEPTH FOR SHRUBS & 700 MM MIN FOR TREES (1 L3, 2 L3)
- PRESSURE TREATED WOOD EDGER (2x4 & 4x4 AS NOTED) (4 L3)
- BENDER BOARD PLANTING BED EDGING TYPE (3 L3)
- ACCENT BOULDER WITH ROUNDISH NATURAL SHAPE SET 1/2 - 3/4 BELOW GRADE SIZE RANGE MIN 6/8 TO MAX 2M LENGTH AS LOCALLY AVAILABLE (6 L3)
- SKYLINE BENCH OR APPROVED EQUAL. SECURED TO CONCRETE WALKWAY (7 L4, 9 L4)
- FIXED TABLE SEATING - ACCESSIBLE (8 L4)
- BEAR PROOF GARBAGE BIN (8 L4)
- BUILT IN FIRE PIT (SUPPLIER TBD)
- CURVED BENCH SEATING COMPOSITE / PLASTIC WOOD (10 L4)
- RETAINING WALLS (SEE ENGINEER DWGS)



BAYVIEW ACCESSIBLE PICNIC TABLE
Recycled Plastic & Metal Construction
By Wishbone Site Furniture Or Approved Equiv



SKYLINE STANDARD BENCH
Recycled Plastic & Metal Construction
By Wishbone Site Furniture Or Approved Equiv



COBBLE AND BOULDER LANDSCAPE AREAS UNDER ROOF OVERHANG CW PLANTING POCKETS



BASALT BOULDERS & PLANTING POCKETS
Locally Available at Topely Quarry
Nadina Stone - Des Sketchley



BOULDER SLOPED LANDSCAPE

PLANT LIST

SYMBOL	BOTANICAL NAME	COMMON NAME	COUNT	SIZE
TREES				
Arf	Acer rubrum	Red Maple	8	6cm Cal.
Bj	Amelanchier x grandiflora 'Autumn Brilliance'	Autumn Brilliance Serviceberry	7	6cm Cal.
Ss	Sorbus sitchensis	Western Mountain Ash	4	6cm Cal.
SHRUBS				
Aa	Amelanchier alnifolia	Saskatoon Serviceberry	13	#2pot
Abn	Abies balsamea 'Nana'	Dwarf Balsam Fir	23	#2pot
Cs	Cornus stolonifera	Redtwig Dogwood	21	#2pot
CaY	Cornus sericea 'Flaviramea'	Yellow Twig Dogwood	9	#2pot
Dv	Cornus alba 'Variegata'	Variegated Dogwood	6	#2pot
Jh	Juniperus horizontalis	Native Spreading Juniper	10	#2pot
Lq	Ledum groenlandicum	Labrador Tea	66	#2pot
Pv	Philadelphus x virginialis	Mock Orange	13	#2pot
Ppqq	Picea pungens 'Glaucu globosa'	Dwarf Globe Blue Spruce	1	#2pot
Sb	Symphoricarpos albus	Snowberry	13	#2pot
Sc	Shepherdia canadensis	Soapberry	23	#2pot
Rhc	Ribes americanum	Wild Black Currant	10	#2pot
Rp	Rosa acicularis	Prickly Rose	80	#2pot
Ve	Viburnum edule	Low Bush Cranberry	17	#2pot
Vt	Viburnum trilobum	Highbush Cranberry	32	#2pot
ORNAMENTAL GRASSES				
Ck	Calamagrostis x acutifolia 'Karl Foerster'	Feather Reed Grass	5	#1pot
Dc	Deschampsia caespitosa 'Bronzeschleier'	Bronzeschleier Tufted Hair Grass	33	#1pot
PERENNIALS/GROUNDCOVERS				
Mf	Adiantum spp.	Maidenhair Fern	22	#1pot
lc	Lilium columbianum Leichtlin	Native Tiger Lily / Columbian Lily	50	#1pot
Q	Parthenocissus quinquefolia	Virginia Creeper	17	#1pot
v v	Vaccinium vitis idea	Lingonberry	48	#1pot

FESCUE & WILDFLOWER MIX	% by Weight	Seeds/lb	% by Seed Count
Achillea millefolium, Yarrow	0.5	2,800,000	2.13
Anaphalis margaritacea, Pearly Everlasting	0.3	8,000,000	3.66
Deschampsia cespitosa, Tufted Hairgrass	4.0	2,100,000	12.80
Festuca ovina, Sheep's Fescue Quatro	39.0	530,000	31.50
Festuca saximontana, Rocky Mountain Fescue	12.2	679,000	12.62
Festuca trachyphylla, Hard Fescue	39.0	590,000	35.06
Dalea purpurea, Purple Prairie Clover	5	292,000	2.22

*Canada No.1 Ground Cover Mixture

GENERAL NOTES

- ALL PLANTS ARE TO CONFORM TO THE STANDARDS SPECIFIED IN THE LATEST EDITION OF THE CANADIAN LANDSCAPE STANDARD. THE CONTRACTOR IS TO FAMILIARIZE THEMSELVES WITH THESE STANDARDS.
- PLANT MATERIAL SIZES SPECIFIED IN THE PLANT LIST ARE THE MINIMUM ACCEPTABLE SIZES FOR MATERIAL SUPPLIED FOR THIS PROJECT.
- PLANTS WILL BE WELL ESTABLISHED AND UNIFORM IN SHAPE. PLANTS WILL BE NURSERY GROWN UNLESS NOTED OTHERWISE.
- THE CONTRACTOR SHALL PROVIDE A CURRENT (WITHIN 6 MONTHS) GROWING MEDIUM ANALYSIS FOR REVIEW & APPROVAL BY THE LANDSCAPE ARCHITECT, AS PER SPECIFICATIONS PRIOR TO THE START OF CONSTRUCTION. GROWING MEDIUM SUPPLIED TO OR PLACED ON SITE PRIOR TO REVIEW BY THE CONSULTANT WILL BE REJECTED.
- CONTRACTOR TO CONFIRM PLANT QUANTITIES ON DRAWING CORRESPOND TO THOSE INDICATED ON THE PLANT LIST. REPORT ANY DISCREPANCIES TO CONSULTANT FOR REVIEW AND RESPONSE.
- PRIOR TO THE START OF CONSTRUCTION THE CONTRACTOR IS TO CONFIRM THE AVAILABILITY OF PLANT MATERIAL AS PER SPECIFICATIONS. PLANT SUBSTITUTIONS NOT CONFIRMED WITH THE CONSULTANT WILL BE REJECTED.



Village of Burns Lake Council Report

Date: 11/07/2023
To: Mayor and Council
From: Amy Wainwright, Planning Consultant
Subject: Active Transportation Plan 2023

RECOMMENDATION

Option 1

“That Council receive Active Transportation Plan 2023”

Option 2

“That Council not receive Active Transportation Plan 2023”

EXECUTIVE SUMMARY

The Village of Burns Lake Active Transportation Plan has been updated over the past year to reflect the current priorities and available resources. Since the development of the first Active Transportation Plan in 2009, the Village of Burns Lake has been working towards creating a safer, healthier, more sustainable community. In this time many of the Active Transportation goals have been met, and new opportunities have been presented. This plan reflects on these accomplishments of the previous plan and creates a new vision and framework to further support active transportation goals within the community.

CAO COMMENTS

Reviewed and approved by CAO Worthing.

OBJECTIVES:**The key objectives of the Active Transportation Plan include:**

- Outlining policies and actions that will encourage healthy lifestyles and make active transportation a more attractive choice for residents and visitors.
- Continue developing the active transportation network with a focus on safety, convenience, aesthetics, and accessibility.
- Improving active transportation connections between neighbourhoods, key destinations, the Village commercial core, and rural areas.
- Developing a bicycle network and supporting bicycle tourism within the community.

PROCESS:

The Active Transportation Plan was developed over approximately 12 months and involved the following phases:

Phase 1: Project Initiation and Understanding Existing Conditions (July – September 2022)

This phase involved reviewing the existing Active Transportation Plan and other related policy documents, and meeting with Village staff to understand the current context of active transportation within Burns Lake.

Phase 2: Public Launch (September - October 2022)

This phase involved introducing the public to the plan update through an open house, survey, photo contest and stakeholder interviews.

Phase 3: Plan Development (October – December 2022)

This phase involved developing a draft of the plan incorporating input received from the open house, stakeholder input and survey results.

Phase 4: Revision and Implementation (December 2022- JULY 2023)

This phase involved refining the draft and prioritizing actions. It also involved developing the implementation plan and cost estimates.

VISION:

The **vision** developed for active transportation in Burns Lake is:

Burns Lake is a safe, enjoyable place to walk, bike and use all forms of active transportation for all ages and abilities through all seasons. Active transportation in Burns Lake supports our strong sense of community and improves community character, promoting healthy lifestyles and improving quality of life. The future network is easily navigated and cohesive, connecting destinations both local and rural.

GOALS:

The goals of the ATP work toward achievement of the vision for active transportation in Burns Lake. The goals are organized into three themes with corresponding actions.

Theme 1: Connectivity

- Establish a cycling network.
- Enhance the pedestrian network to be continuous and connected.
- Enhance existing trails and develop new trails.
- Improve rural connections.

Theme 2: Safety

- Enhance the street lighting network.
- Review traffic flows and on-street parking to integrate with the active transportation network.
- Enhance trail safety.
- Develop an active transportation infrastructure maintenance plan.

Theme 3: Community Enjoyment

- Improve wayfinding for walking and cycling routes.
- Promote community-based programs and initiatives that support active transportation.

IMPLEMENTATION:

The development of the new ATP network, including infrastructure, through the recommended actions is guided by an implementation framework including: timeframe/priority, responsibility, and implementation approach. The Village will have to prioritize certain routes and infrastructure over others to ensure projects are manageable. An implementation plan with general cost estimates is included in the plan.

CONCLUSION:

The new Village of Burns Lake Active Transportation Plan aims to improve access and safety for pedestrians, cyclists, and other non-motorized modes of transportation. The plan includes the creation of new bike lanes, pedestrian crossings, and multi-use trails. Additionally, it proposes the implementation of traffic calming measures to reduce vehicle speeds and increase safety. By establishing a vision and goals supported by an implementation guide, this plan will promote a healthier and more sustainable community.

Developed through community collaboration, the plan creates a strategy to improve and promote local active transportation and guide the future of active transportation within the community for the next 15-20 years. The combination of infrastructure upgrades and support for community programs will encourage residents and visitors to choose active transportation as a safe and practical option. The new ATP aims to improve connectivity, safety and community enjoyment of active transportation within Burns Lake.



Village of Burns Lake

ACTIVE TRANSPORTATION PLAN

2023



Plan North
Consulting



ACKNOWLEDGEMENTS

In collaboration with the Village of Burns Lake, Plan North Consulting would like to thank all those citizens, elected officials, municipal staff, and stakeholders who provided their feedback and ideas into this process. This report was funded in part by the B.C. Active Transportation Infrastructure Grants Program.

This report acknowledges that the Village of Burns Lake is located in the traditional, ancestral and unceded territory of the Carrier and Sekani people which includes Ts'il Kaz Koh First Nation and Lake Babine Nation.

EXECUTIVE SUMMARY

One of the main transportation objectives in the Village of Burns Lake Official Community Plan (OCP) is to facilitate transit service, pedestrian movement, and the safe use of bicycles throughout the community. This is to be implemented through a policy to develop a pedestrian and bicycling master plan which identifies how best to facilitate pedestrian and bicycle movement throughout the community, and establishes design standards and routes for bike lanes and sidewalks.

This updated Active Transportation Plan for the Village of Burns Lake serves as a pedestrian and bicycling master plan, in addition to all other forms of active transportation.

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INTRODUCTION

Active transportation is human-powered transportation that connects your destinations. It includes activities like biking to work, walking to the store, or kayaking to a picnic. Using active transportation has health benefits for individuals, families, our community, and for the environment. The Burns Lake ATP seeks to identify current opportunities and challenges residents' experience when using active transportation. Through community collaboration it creates a strategy to improve and promote local active transportation.

The BC government aims to double the percentage of trips taken by active transportation by 2030. In support of this goal, the BC government has created a grant program for local governments to update active transportation plans and install infrastructure in support of active transportation.

The Village of Burns Lake Active Transportation Plan identifies existing active transportation infrastructure, barriers to active transportation, and strategies to encourage active transportation use.

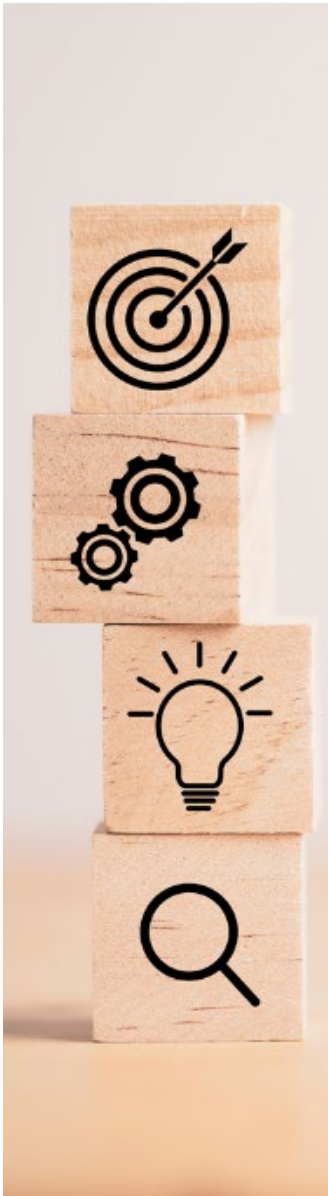


*WORKING
TOGETHER, ACTIVE
TRANSPORTATION
CAN BECOME A
MORE ATTRACTIVE,
ACCESSIBLE, AND
SAFE CHOICE.*



PLAN PURPOSE AND OBJECTIVES

This updated Active Transportation Plan provides a course of action that reflects the community's priorities and available resources. Since the development of the first Active Transportation Plan in 2009, the Village of Burns Lake has been working towards creating a safer, healthier, more sustainable community. In this time many of the Active Transportation goals have been met, and new opportunities have been presented. This plan reflects on these accomplishments of the previous plan and creates a new vision and framework to further support active transportation goals within the community.



KEY OBJECTIVES OF THE PLAN INCLUDE:

- Outlining policies and actions that will encourage healthy lifestyles and make active transportation a more attractive choice for residents and visitors.
- Continue developing the active transportation network with a focus on safety, convenience, aesthetics, and accessibility.
- Improving active transportation connections between neighbourhoods, key destinations, the Village commercial core, and rural areas.
- Developing a bicycle network and supporting bicycle tourism within the community.

PLAN DEVELOPMENT PROCESS

The Active Transportation Plan was developed over approximately 12 months and involved the following phases:



PHASE 1: PROJECT INITIATION AND UNDERSTANDING EXISTING CONDITIONS (JULY – SEPTEMBER 2022)

This phase involved reviewing the existing Active Transportation Plan and other related policy documents, and meeting with Village staff to understand the current context of active transportation within Burns Lake.

PHASE 2: PUBLIC LAUNCH (SEPTEMBER - OCTOBER 2022)

This phase involved introducing the public to the plan update through an open house, survey, photo contest and stakeholder interviews.

PHASE 3: PLAN DEVELOPMENT (OCTOBER – DECEMBER 2022)

This phase involved developing a draft of the plan incorporating input received from the open house, stakeholder input and survey results.

PHASE 4: REVISION AND IMPLEMENTATION (DECEMBER 2022- JULY 2023)

This phase involved refining the draft and prioritizing actions. It also involved developing the implementation plan and cost estimates.

COMMUNICATIONS AND ENGAGEMENT

Connecting with the community was a key part of updating the ATP. A detailed summary of the public engagement activities is included in Appendix A. Public engagement was conducted throughout the process. Engagement opportunities were widely advertised throughout the community through posters, invitations, hand-outs, community events, and the Village Facebook page. A broad range of voices were sought, to ensure inclusivity and reflect the needs and desires of the community.



ENGAGEMENT ROUND 1

Through the first round of public engagement, community members were invited to a public open house event held on September 21, 2022. This event presented the existing ATP, the plan process and invited feedback through interactive map displays. An online survey and photo contest were launched at the open house, which ran until October 21, 2022. Stakeholders were invited to the open house and sent links to the survey and photo contest. Individual meeting with stakeholders were held upon request.

ENGAGEMENT ROUND 2

The second round of public engagement was held to present the draft plan to the public and stakeholders. It included a public open house and stakeholder engagement.



COMMUNITY CONTEXT

This section provides a comprehensive description of the current physical and regulatory conditions within Burns Lake, within the context of active transportation.

COMMUNITY PROFILE

The Village of Burns Lake is the primary economic, social and cultural service center at the heart of the Lakes District, located near the geographic center of BC. The Lakes District is at the western edge of the Interior Plateau, which is characterized by hundreds of freshwater lakes and surrounded by forested rolling hills and low mountains.



POPULATION

The Village of Burns Lake population is 1,659 according to the 2021 Census data. The Village of Burns Lake also includes the Woyenne 27 Indian Reserve (Lake Babine Nation) with a 2021 population of 548, and the Burns Lake 18 Indian Reserve (Ts'il Kaz Koh First Nation) with a 2021 population of 33. Burns Lake also serves as the service center for a larger rural population of approximately 3,218 people.



ECONOMY

The foundation of the local economy is the forest industry and natural resource sector. Agriculture, tourism, retail, education, healthcare and government related services also provide employment for residents. Burns Lake is located on Highway 16, which is a major transportation corridor for goods and tourists.



HISTORY

Incorporated in 1923, Burns Lake was originally settled as a construction camp for the Grand Trunk Pacific Railway in 1911. After the construction of the railway, the community grew into a service center for prospectors, miners, loggers and farmers. Six First Nations have traditional territories in the Lakes District area, having settled the area for centuries prior to European settlement.



GEOGRAPHY

Burns Lake is located near the geographic center of BC, at the western edge of the interior plateau. The terrain is characterized by low rolling hills and numerous lakes, rivers and streams. The Village of Burns Lake is located on and below a hill directly on the shore of Burns Lake.

The area is home to some of BC's largest freshwater lakes including Babine Lake, Francois Lake and Ootsa Lake. The Village is considered "The Gateway to Tweedsmuir Park," which is BC's second largest Provincial Park. It is also home to BC's smallest Provincial Park, Deadman's Island.

Figure 1: Geographic Context of the Village of Burns Lake



From Village of Burns Lake Carbon Neutral Action Plan



CLIMATE

The interior plateau has a relatively dry, continental climate, as the Coast Mountains protect the interior from moist westerly air flow.

In the Burns Lake area summers are short and warm to cool with fairly light precipitation. Winters are long and cold, with varying levels of snowfall. Average temperatures range from -15 C in winter to 18 C in summer, with occasional extremes below -40 C and above 30 C. As with many northern communities, seasonal climate influences day-to-day activities and lifestyle.



ACCESS

The main access is to Burns Lake is by road, via Yellowhead Highway 16, which is part of the Trans-Canada highway system. It is approximately 225 km west of Prince George and 500 km east of Prince Rupert. Burns Lake is also accessible by rail through VIA Rail, and by private plane through the Lakes District Airport. Burns Lake is also served by BC Transit and the Northern Health Bus.

MAIN DESTINATION POINTS AND LAND USE

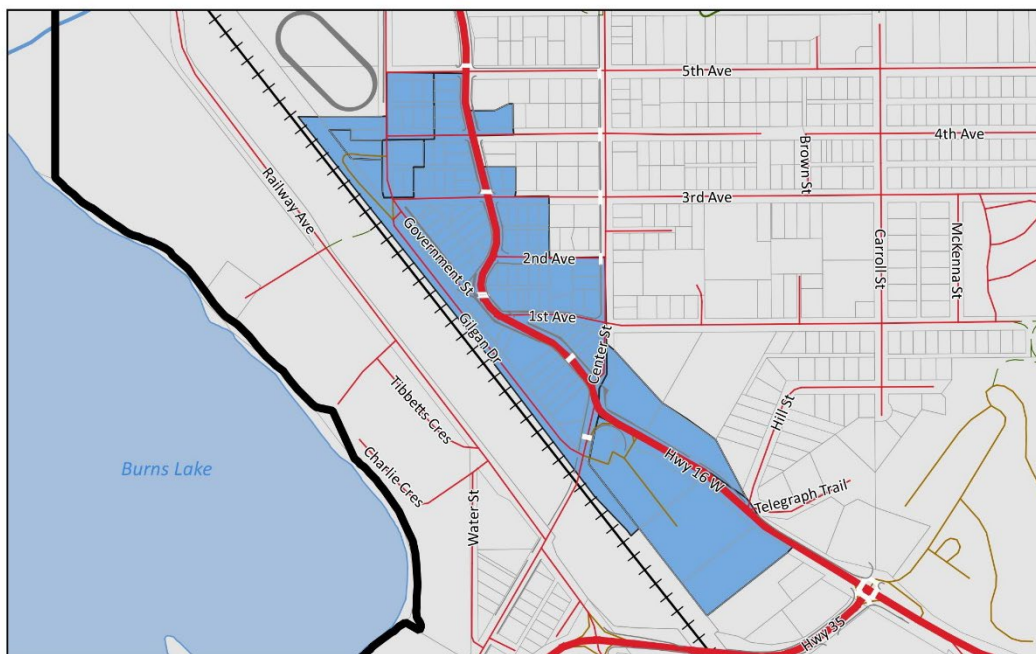
The Village of Burns Lake is approximately 6.5 km² in area and is comprised of neighbourhoods and specific destinations that define the parameters for travel within the community.



General neighbourhoods include:

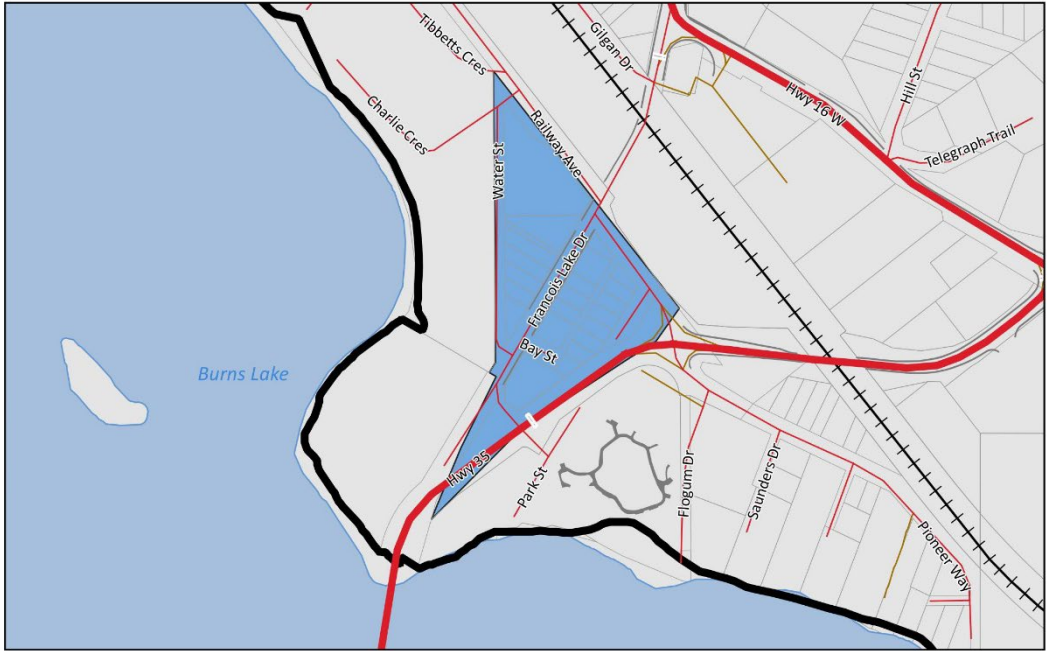
- 1) The downtown area that centers on Highway 16 and includes the majority of the commercial and civic land uses in Burns Lake;

Downtown Area Neighbourhood



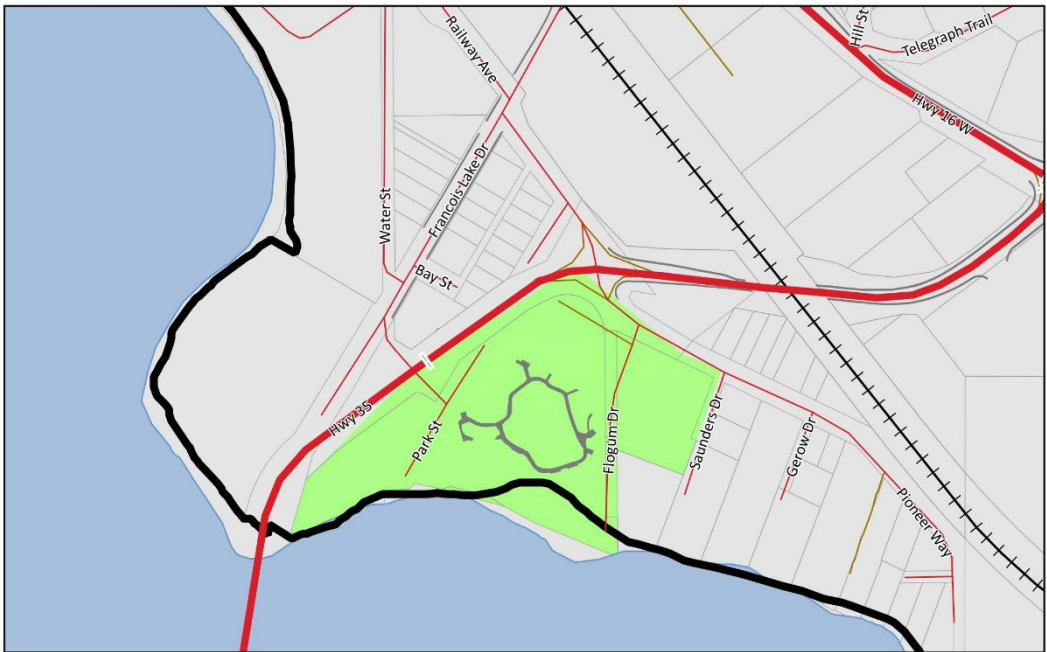
- 2) Commercial and light industrial lands at the southeast of the Village, centred on Highway 35 and Francois Lake Drive;

Highway 35 and Francois Lake Drive Neighbourhood



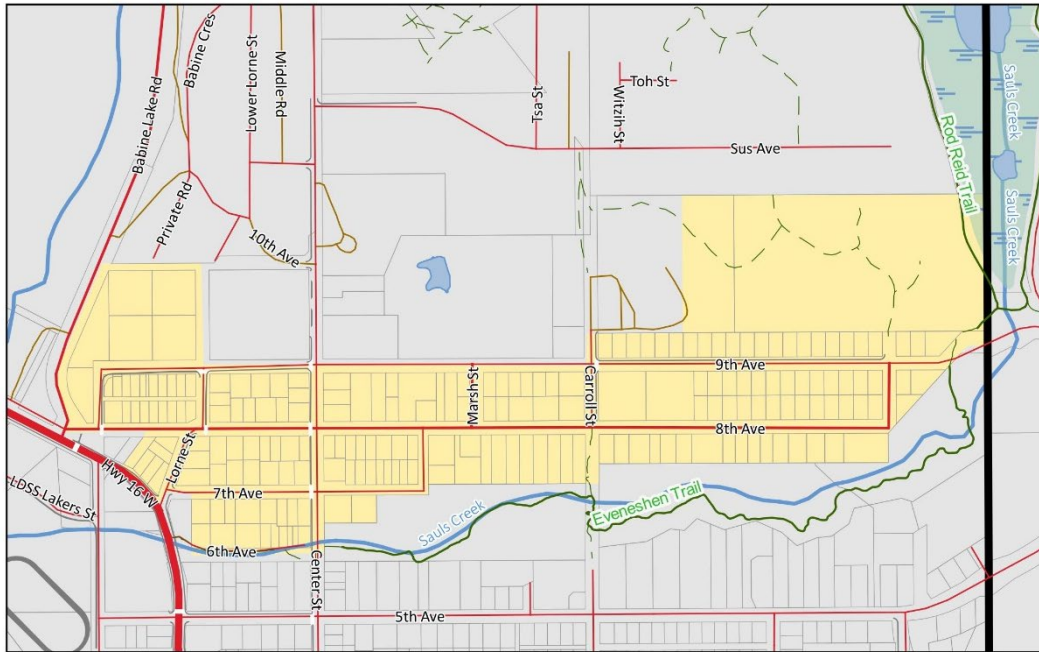
- 3) Community recreation and civic uses at the far southeast of the Village, bounded by Highway 35 on the west and Burns Lake on the South

Community Recreation Neighbourhood



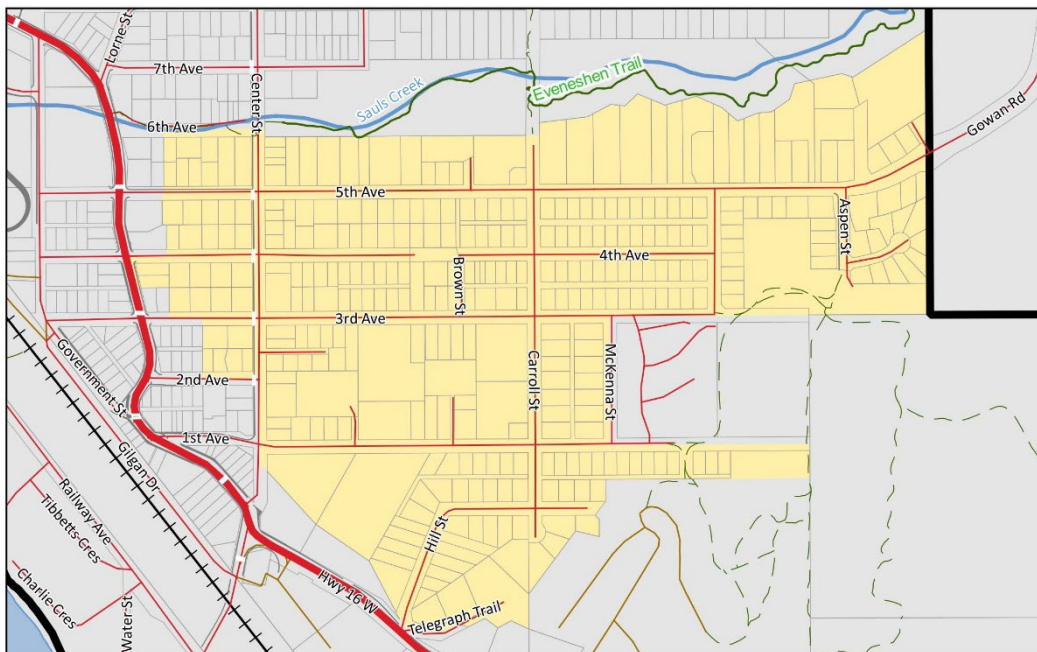
- 4) Residential areas northeast of Highway 16, approximately bounded by 8th Avenue on the south and Lake Babine Nation lands on the north;

Residential 8th & 9th Ave Neighbourhood



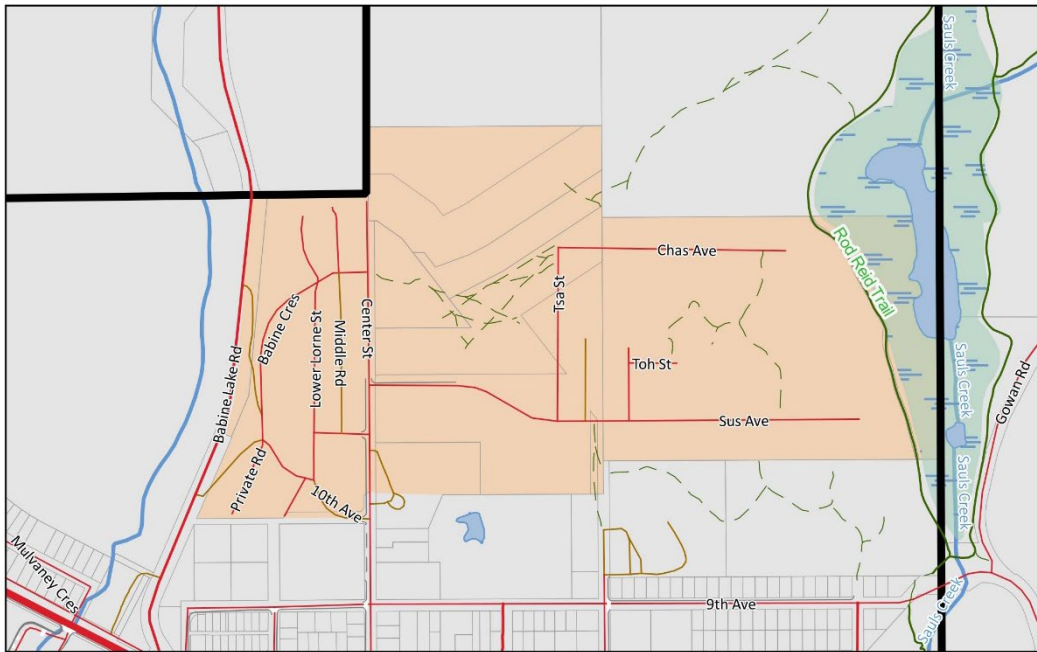
- 5) Residential areas north of Highway 16, approximately bounded by Hill Street/1st Avenue to the south and 5th Avenue to the north;

Residential Hill St to 5th Ave Neighbourhood



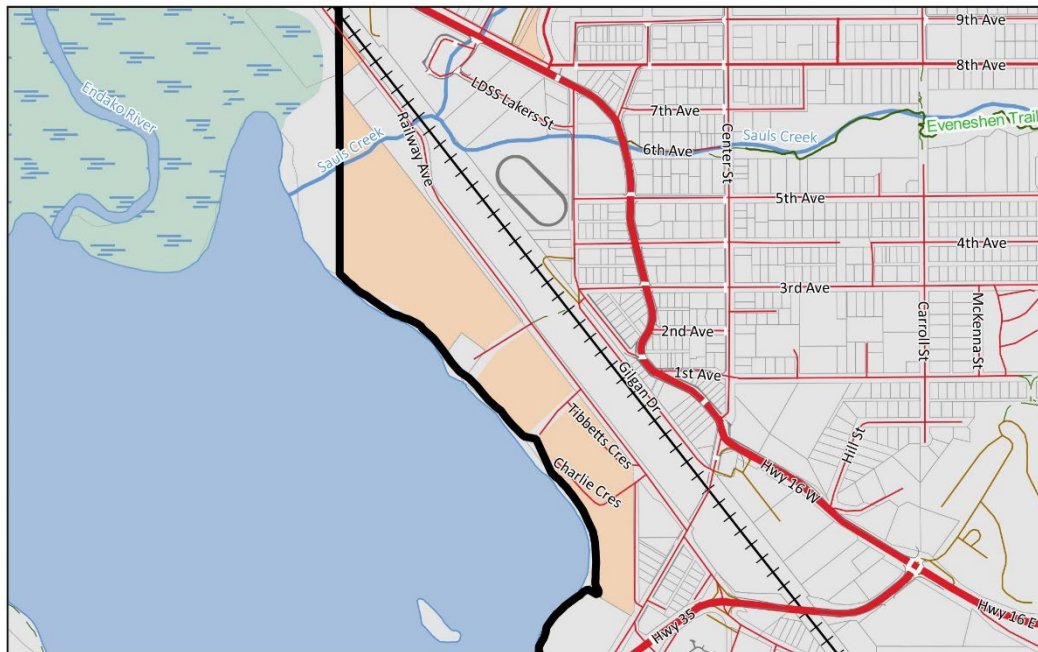
- 6) Lake Babine Nation lands at the northwest edge of the Village, north of 9th Avenue;

Lake Babine Nation Lands



- 7) Ts'il Kaz Koh lands south of Highway 16 and the CN Railway, adjacent to Burns Lake.

Ts'il Kaz Koh Lands



Burns Lake also contains numerous specific destinations that community members constantly travel to and from, which influence travel characteristics.

SPECIFIC DESTINATIONS INCLUDE



Lakes District Secondary School and the College of New Caledonia campus, both located along Highway 16.



William Konkin Elementary School located on Carroll Street and Muriel Mould Neighbourhood learning Centre located on 9th Avenue.



Lakes District Hospital and Health Centre, the Burns Lake Medical Clinic, the Link Food Centre, all located on Centre St.



Lakeside Multiplex, Tom Forsyth Memorial Arena, Spirit Square and Radley Beach community recreation area.



Community parks including Kinetite Park, the MacEwan Dog Park, Jim Minger Little League Park, The Link Community Garden and Greenhouse, all located throughout the residential neighbourhoods of Burns Lake.



LDSS Walking Track, soccer field and baseball diamond.

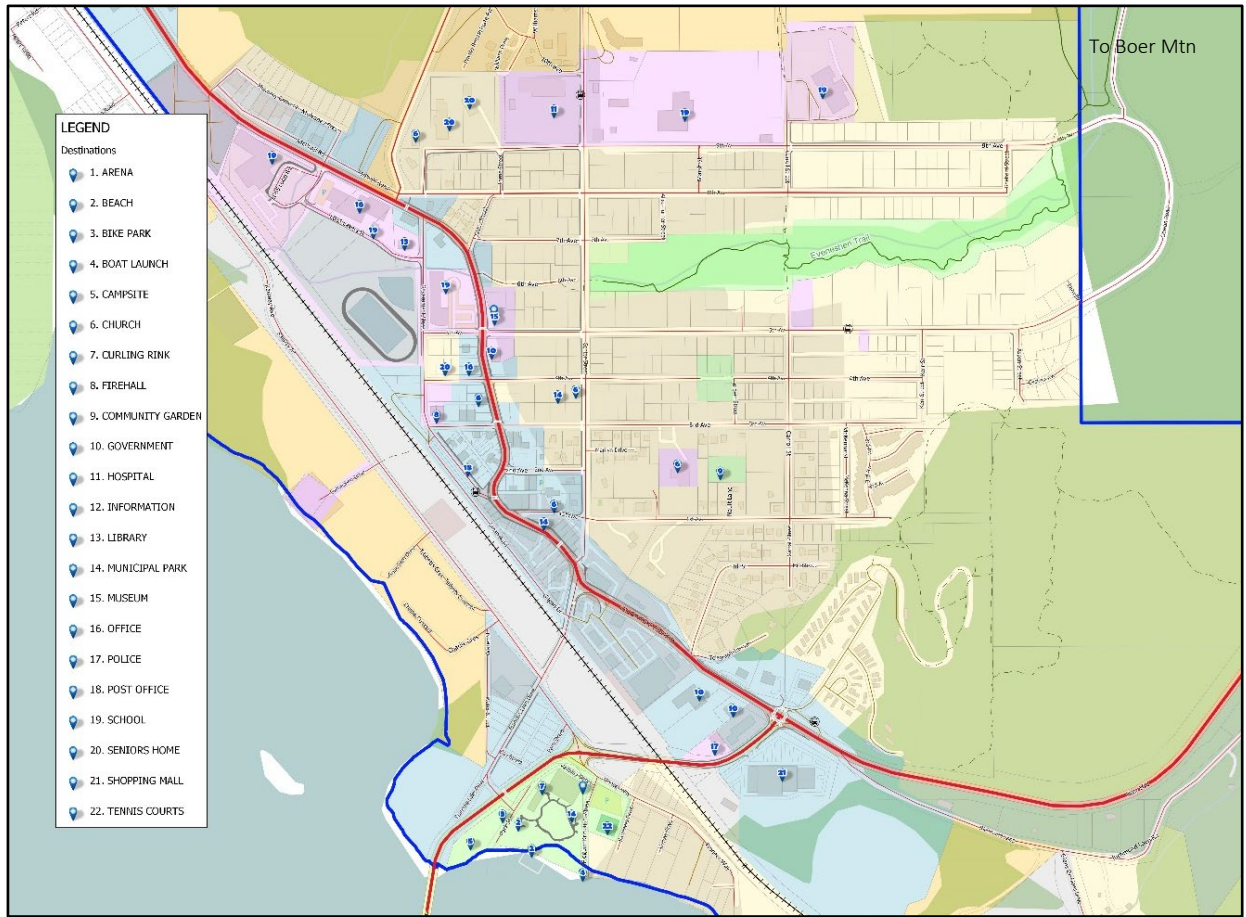


The Rod Reid Trail located at the top of 9th Ave and the Eveneshen Trail that runs between 8th and 5th Avenues. The Rod Reid Trail connects to the Magee Trail, which connects to the Boer Mountain bike trail network.



The Ride Burns trail network surrounding Boer Mountain, which lies outside the Village boundary, but is accessed via 9th or 5th Avenue.

DESTINATIONS MAP



Destinations



STRATEGIC CONTEXT

How the Active Transportation Plan Supports Community Goals

The Village of Burns Lake Official Community Plan 2017 (OCP), recognizes that the ability to safely and conveniently walk or ride a bicycle in the Village is important to residents' quality of life, and efforts to reduce greenhouse gas emissions in the community. As such, one of the Transportation Objectives in the plan is facilitate transit service, pedestrian movement, and the safe use of bicycles, throughout the community. This objective has the following supportive policy: Develop a pedestrian and bicycling master plan which identifies how best to facilitate pedestrian and bicycle movement throughout the community, and establishes design standards and routes for bike lanes and sidewalks.



The Lakes District Economic Diversification and Community Development Strategy 2018 (EDS) was initiated by the Village of Burns Lake as part of a proactive approach to local economic diversification. Taking a regional approach, the municipality invited local First Nations and representatives from the Regional District of Bulkley-Nechako (areas B and E) to participate in the plan development.

One of the key themes in the EDS is Tourism and Recreation, which lists continued support for mountain bike tourism efforts as a Phase 2 Action (Urgent Priority). This includes supporting efforts to connect the bike park to downtown Burns Lake with a continuous bike path. The EDS states that increased tourism revenue can be reinvested back into the community in the form of infrastructure improvements. These improvements could include those that support active transportation.



Another of the key themes in the EDS is Local Business Matters, which lists the continuation of community revitalization (beautification, walkability/bikeability, etc.) as a Phase 2 Action (Urgent Priority). This directly relates to the ATP in that a community that is both walkable and bikeable supports healthier lifestyles, encourages alternative and safe transportation, and makes for a livelier and social village core. Ideas for revitalization relating to active transportation include: adding bike infrastructure, working to relocate crosswalks to safer locations, designating bike paths, and adding benches.



The Village of Burns Lake Carbon Neutral Action Plan 2013 was initiated in recognition of the need to take action on human driven climate change and provide an appropriate strategy for emissions reduction within the local context. While this plan focuses on internal corporate emissions reductions, it supports the ATP through the identified actions of: promotion of bike to work week, development of cycling map for the community, and departments piloting use of a bicycle for short trips.

Our Burns Lake Sustainability Plan 2013 (Integrated Community Sustainability Plan ICSP) creates a community-based sustainable vision of Burns Lake in 2040. Included in the Recreation and Leisure Desired Outcomes for 2040, is the recognition that trail linkages provide tourism and recreational opportunities, and connect prominent locations such as the lakefront, commercial village and surrounding hills and forest.



The ICSP also includes Transportation and Mobility Desired Outcomes For 2040:

1. Burns Lake's streets are attractive and inviting places to walk, cycle, rest and interact for people of all ages.
2. Walking, cycling, cross-country skiing and other active modes of transportation are commonly used for trips that are within 5 km of popular destinations.
3. Burns Lake's transportation system is transitioning to non-fossil fuel renewable energy.
4. There is an affordable, reliable and accessible public transit system.
5. Infrastructure supports the use of widespread and affordable transportation options, to the private automobile, for residents and visitors. Alternative transportation infrastructure is developed through collaborative initiatives.
6. Roads and trails are built and maintained in ways that protect natural ecosystems and natural drainage.
7. A common understanding of the need to reduce greenhouse gases exists in the community, which increases the use of renewable energy alternatives.

Short Term Sustainable Actions for Transportation & Mobility include:

- Build safe bike lanes connecting major facilities and schools throughout Burns Lake and add more bike racks to village facilities and in the downtown area to encourage active transportation.
- Conduct electric vehicle charging station research to identify the best location for installing an electric charging station in and around Burns Lake. *(This action is completed; charging stations have been installed.)*
- Join Smithers' Mayor's bid for affordable transportation between northern communities (all RDBN to follow). *(This action is completed; Bulkley Nechako Regional Transit Service is operational.)*
- Build wider and safer sidewalks in the high pedestrian areas of Centre and 8th Ave (VBC). *(This action is completed; sidewalks have been installed along Center St and 9th Ave. After review, 9th Ave was chosen over 8th Ave.)*

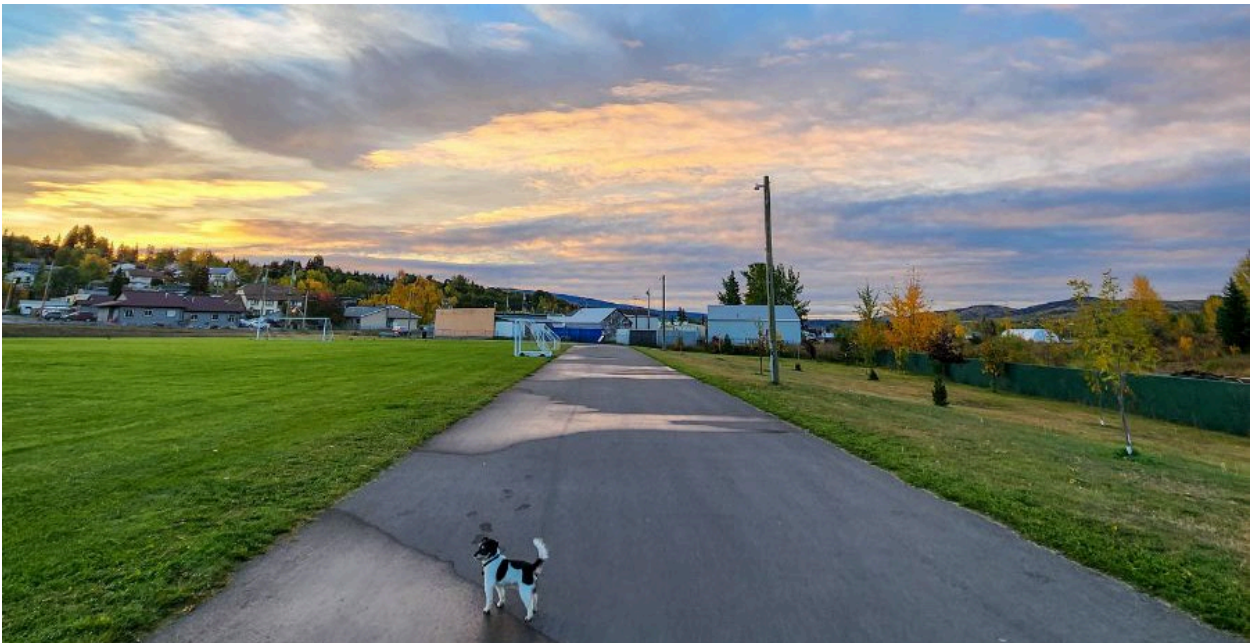
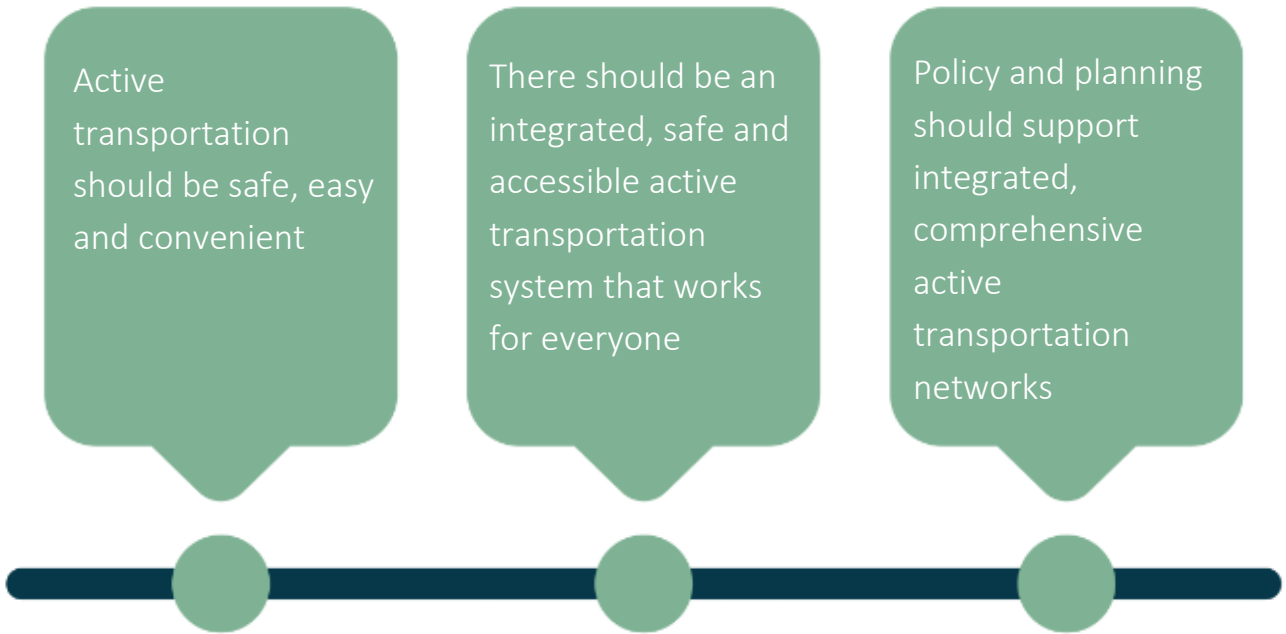


Priority #5 of the ICSP is to embrace a healthy and active community culture. Healthy communities and healthy people mutually support and enable each other. Healthy lifestyle choices are reflected in the way people develop and celebrate their bodies, minds, and interactions with each other. Healthy community lifestyles include healthy and informed choices for food, recreation, employment, transportation and participation, and require commitment and contributions from public, private and community organizations. A healthy community is also one in which recreational opportunities exist for everyone, and neighbourhoods are designed to encourage walking and biking. The Village and the ICSP advocate for active transportation, measuring the increase in active transportation infrastructure and monitors the Burns Lake direct movement towards this Priority for Success.

How the ATP aligns with BC's Active Transportation Strategy, Move. Commute. Connect.

The Village of Burns Lake ATP aligns with the BC Active Transportation Strategy by incorporating many the same actions to make active transportation more attractive and accessible. Working at the local scale, the ATP is focused on improving local active transportation networks through strategic infrastructure planning, improvements to road safety, and continued public awareness.

The key pathways of the BC Active Transportation Strategy are reflected in this ATP:



GREENHOUSE GAS EMISSIONS

Potential Greenhouse Gas (GHG) emissions reductions with active transportation infrastructure

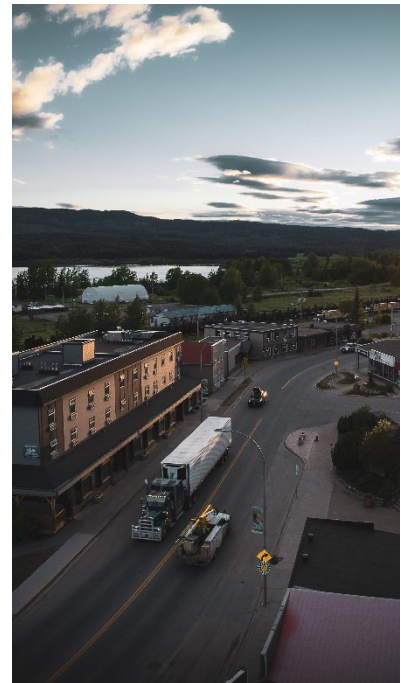
Active transportation infrastructure, such as bike lanes, pedestrian walkways, and public transit, can lead to significant reductions in GHG emissions. This is because these modes of transportation produce fewer emissions than traditional vehicles and can also encourage people to switch to more sustainable modes of transportation. Additionally, active transportation infrastructure can also help reduce traffic congestion, improve air quality, and promote public health.

Increasing active transportation has the potential to contribute to Burns Lake's response to climate change. Transportation is one of the largest contributors to greenhouse gas emissions in the province, with motor vehicles the main culprit. Active transportation can help to lower emissions while also reducing air pollution and motor vehicle congestion.

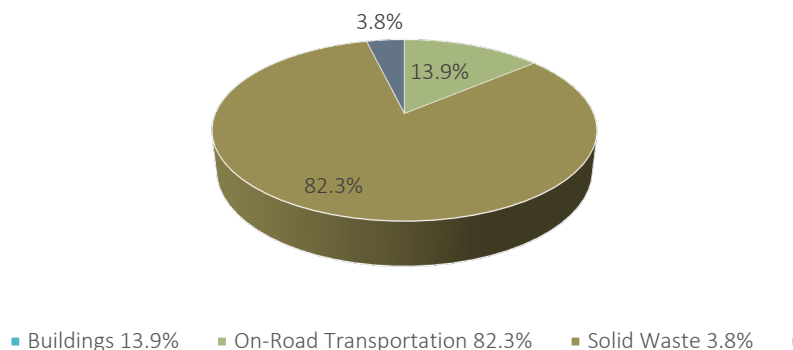
Year over year GHG emissions reductions

CEEI is a provincial framework for tracking and reporting energy, greenhouse gas (GHG) emissions and supporting indicators at a community-wide scale. Emissions are listed in tonnes carbon dioxide equivalent (CO₂e).

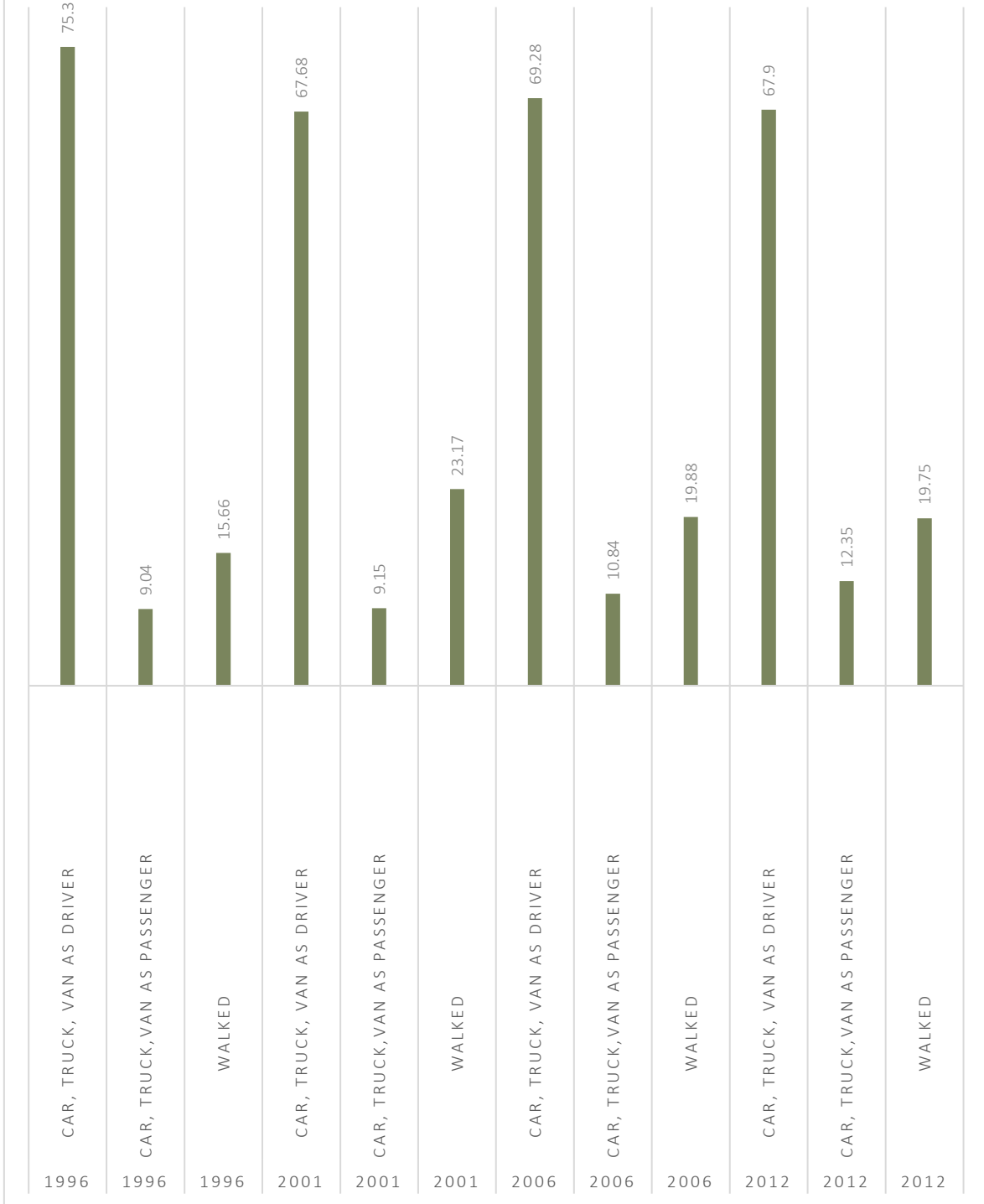
The Burns Lake Village Updated 2007 Community Energy and Emissions Inventory showed a total of 44,553 tonnes of greenhouse gas emissions across all sectors, with 82.3% coming from on-road transportation. This is by far the largest source of emissions in Burns Lake.



CEEI Burns Lake 2007 GHG Emissions Sources



CEEI COMMUTING TO WORK METHOD BY PERCENTAGE FROM 1996 TO 2012



VISION AND GOALS

The **vision** for active transportation in Burns Lake is:

BURNS LAKE IS A SAFE, ENJOYABLE PLACE TO WALK, BIKE AND USE ALL FORMS OF ACTIVE TRANSPORTATION FOR ALL AGES AND ABILITIES THROUGH ALL SEASONS. ACTIVE TRANSPORTATION IN BURNS LAKE SUPPORTS OUR STRONG SENSE OF COMMUNITY AND IMPROVES COMMUNITY CHARACTER, PROMOTING HEALTHY LIFESTYLES AND IMPROVING QUALITY OF LIFE. THE FUTURE NETWORK IS EASILY NAVIGATED AND COHESIVE, CONNECTING DESTINATIONS BOTH LOCAL AND RURAL.

Goals

The goals of the ATP work toward achievement of the vision for active transportation in Burns Lake. The goals are organized into three themes with corresponding actions.

Theme 1: Connectivity

- Establish a cycling network.
- Enhance the pedestrian network to be continuous and connected.
- Enhance existing trails and develop new trails.
- Improve rural connections.

Theme 2: Safety

- Enhance the street lighting network.
- Review traffic flows and on-street parking to integrate with the active transportation network.
- Enhance trail safety.
- Develop an active transportation infrastructure maintenance plan.

Theme 3: Community Enjoyment

- Improve wayfinding for walking and cycling routes.
- Promote community-based programs and initiatives that support active transportation.

THEMES AND ACTIONS

The review of the 2009 ATP, current conditions of the active transportation network, and community consultation revealed three overarching themes that form the framework of this plan. These themes are: **Connectivity**, **Safety** and **Community Enjoyment**. Within these themes, recommended actions are described to achieve the plan vision and goals. The implementation, prioritization, and funding of these actions are discussed in the subsequent section.

THEME 1: CONNECTIVITY

Addressing gaps in the existing active transportation network was identified as a priority throughout the engagement process. Connectivity gaps make it hard to access a variety of destinations and contribute to safety concerns. There is a need for both cycling and pedestrian connections, and improved connections from the downtown core to recreation areas, residential areas, rural areas, and a continuous alternative to Highway 16. The connectivity theme includes actions to achieve the goal of a continuous and complete network, integrated with land use, transit, and recreational facilities.



Action 1.1 Establish a Cycling Network

Currently there is no formal cycling network in the municipality. Cyclists share the road with motorists, which can be stressful because local motorists are often not aware of traffic rules as they relate to cyclists. The speed and volume of motor vehicle traffic on some roads, especially Highway 16 and Highway 35, are prohibitive to the comfort and safety of cyclists. Generally, as traffic speeds and volumes increase, a greater degree of separation is required between vehicles and cyclists. A formalized cycling network will improve overall connections within the community and start to meet the needs of all ages and abilities of users. Clarity about the bicycle route options available to residents and visitors will also promote bike use overall.



Community consultation revealed that the majority of bicycle use is for recreation purposes, as opposed to commuting to school or work. Issues identified as a priority are: lack of dedicated on-street bicycle lanes, lack of bicycle routes, need for a trail to town from Boer Mountain, and improved rural connections. Once established, the cycling network can quickly be initiated through line painting and signage. The trail to town from Boer Mountain will be accomplished through the development of a multi-use path and trail through the

Village Heights property. Improved rural connections at this time are concentrated on Highway 35, as traffic flows along Highway 16 are prohibitive to on-road bike lanes.

Action 1.2 Enhance the Pedestrian Network

The existing pedestrian network has good connectivity along Highway 16 in the commercial centre, and significant improvements have been made in the last few years to extend the network into residential neighbourhoods. Remaining gaps should be prioritized for infrastructure upgrades. These include 9th Avenue, 5th Avenue, and Government Street to Gilgan Drive. Community consultation also identified the gully trail connecting 8th Ave and 5th Ave along Carroll St as requiring improvements. The previous ATP recommended a pedestrian bridge in this location, however such a project is extremely cost-prohibitive. Some improvements were made in 2014, however it is recommended that additional options to improve this connection be explored.



Action 1.3 Enhance Existing Trails and Develop New Trails

Both the Rod Reid Trail and Eveneshen Trail are popular for recreational activity. There are a number of opportunities to enhance and improve these trails, including a formal connection between them. The condition of the Rod Reid trail should be assessed and an improvement and maintenance plan put in place. A study has already been completed on upgrades required for the Eveneshen Trail, and funding should be pursued for the project. After upgrades are complete, a maintenance plan should be put in place.



Community consultation identified the development of more paved and unpaved multi-use trails as a priority for residents. The Village Heights area has been identified as having a high potential for new trail development through the Village Heights Master Plan. Multi-use trails in this area will provide important connections to the commercial corridor. The development of the internal trail system as shown in the Village Heights Master Plan would provide a new active recreational opportunity.

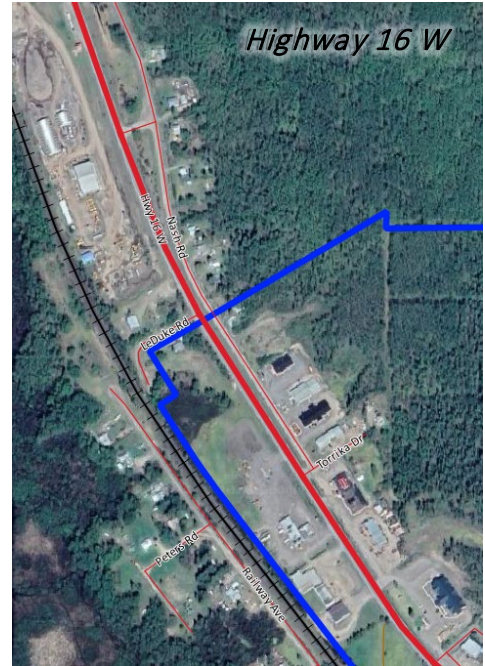
Action 1.4 Improve Rural Connections

The Village of Burns Lake is connected to the rural Electoral Area “B” of the Regional District of Bulkley-Nechako (RDBN) in six locations:

1. Highway 16 W (*low priority*)

Highway 16 W connects to the rural communities of Decker Lake and Murphy Rd rural subdivision. Currently, no active transportation infrastructure exists in this area. The municipal sidewalk on the south side of Highway 16 ends near LDSS, and no bike route is identified. Highway 16 experiences limited active transportation use in the rural area because of the high traffic volumes and commercial truck traffic.

Improvements to connections recommended in this area include extending the sidewalk along Highway 16 to the Nash Rd intersection, directing bicycle and pedestrian routes to Nash Rd, and widening the shoulder of Highway 16 to increase the separation between traffic and pedestrians. However, due to the lower volume of active transportation flows and high cost for improvements, this connection is a lower priority.



2. Highway 16 E (*low priority*)

Highway 16 E connects to the rural subdivisions of Kerr Rd, Petersen Rd and Kelway Rd. Currently, no active transportation infrastructure exists in this area. The municipal sidewalk on the south side of Highway 16 ends near the Lakeview Mall, and no bike route is identified. Highway 16 experiences limited active transportation use in the rural area because of the high traffic volumes and commercial truck traffic.

Improvements to connections recommended in this area include extending the sidewalk along Highway 16 to the municipal boundary, directing bicycle and pedestrian routes to Richmond Loop, and widening the shoulder of Highway 16 to increase the separation between traffic and pedestrians. However, due to the lower volume of active transportation flows and high cost for improvements, this connection is a lower priority.



3. Highway 35 (S) (high priority)

Highway 35 connects to the rural subdivisions of Gerow Island, Eagle Creek Rd, Nourse Subdivision, and Beach Rd. Currently, no active transportation infrastructure exists in this area. The municipal sidewalk on the south side of Highway 16 ends near the Lakeside Multiplex, and no bike route is identified. Highway 35 experiences relatively high active transportation use in the rural area because of the lower traffic volumes and less commercial truck traffic.

Improvements to connections recommended in this area include extending the sidewalk along both sides of Highway 35 to the municipal boundary and the addition of a bike lane. The RDBN is in the early stages of a multi-use trail development project extending from the municipal boundary to Tchesinkut Lake to the south. It is recommended that the Village coordinate with the RDBN to extend municipal infrastructure to meet up with the trailhead. This connection is a high priority based on the higher volume of active transportation flows and trail connection potential.



4. Railway Ave (E) (low priority)

Railway Ave connects to a small subdivision located at the end of this no-through road, past the municipal boundary. Currently, no active transportation infrastructure exists in this area. There are no sidewalks on Railway Ave and no bike route is identified. Railway Ave experiences a low volume of active transportation flows, due to the small number of dwellings in the subdivision and the existence of “short-cut” trails across the CN railway. As such, improvements to connections are not recommended in this area.



THEME 2: SAFETY

Safety is a core consideration in the development of the active transportation network. By improving intersections, road crossings, and high traffic areas, active transportation can become a more attractive option.

There are various strategies to improve road safety including traffic calming, improved visibility of pedestrian/cycling routes and improving sightlines at intersections. Also, protecting pedestrian and bike lanes through various types of treatments including flexible delineator posts, wheel stops, planter boxes, raised or landscaped medians, and concrete and safety barriers is an effective way to enhance the comfort and safety of active transportation users.



Action 2.1: Enhance the Street Lighting Network

Community consultation identified the need for additional street lighting on commonly travelled routes. During the winter months, daylight hours are limited, and street lighting becomes an important safety concern. Areas identified include trails such as the Rod Reid Trail. It is recommended that the connectivity of the street lighting network be analysed for gaps and the feasibility of expanding the network in these areas be explored.



Action 2.2: Review Traffic Flows and On-Street Parking

Traffic flows in certain areas should be examined to determine appropriate safety improvements, with a focus on the following areas:

Babine Lake Rd, 8th Avenue, Mc Phail Rd, and Highway 16 intersection



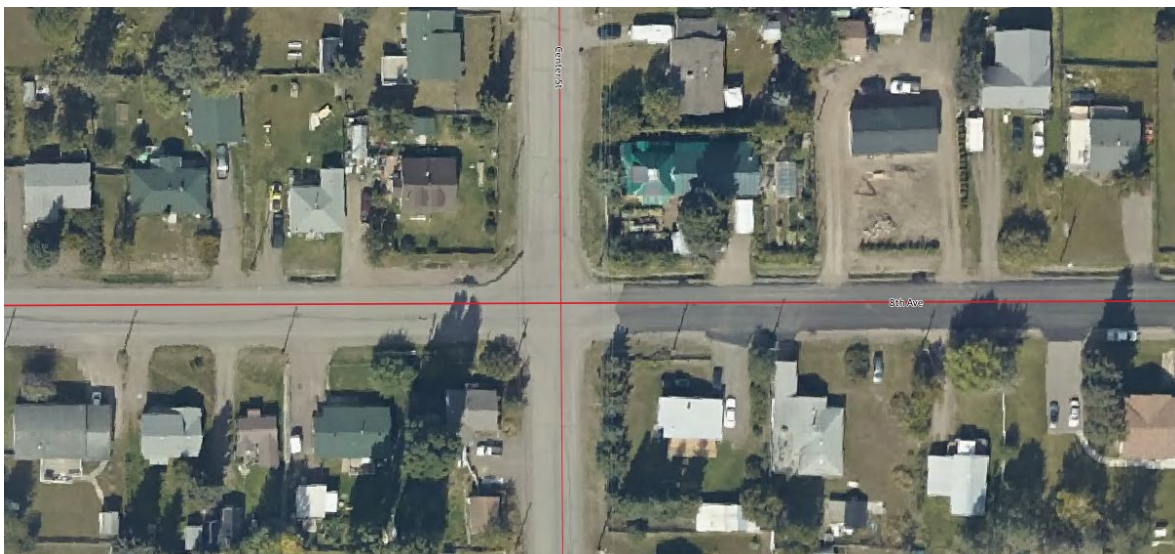
This intersection was identified through community consultation as a problem area. The confluence of 8th Avenue, McPhail Rd and Babine Lake Rd is not clearly marked and traffic flows in this area have high potential for pedestrian/cyclist traffic conflict. The adjacent crosswalk across Highway 16 is frequently used by pedestrians including students attending LDSS.

Gilgan Dr, Government St, and 3rd Avenue intersection



This intersection was identified in Phase 3 of the Downtown Revitalization Plan for upgrade, and was a priority for upgrade in the 2009 Active Transportation Plan. This intersection has also been identified in this plan as part of a multi-use route for pedestrian and bicycle traffic. The intersection will require upgrades to implement this route.

Center St and 8th Avenue intersection



The Center St and 8th Ave intersection is a confluence of the main vehicle and pedestrian traffic in the residential area. It is controlled by a three-way stop sign with traffic travelling west moving freely. This is also the main access point to the Lakes District Hospital and

Health Centre, Lake Babine Nation Woyenne IR, Burns Lake Medical Clinic, and the Link Food Bank. To reduce pedestrian and vehicle interactions, pedestrian infrastructure improvements have been focused on 9th Avenue. With the new sidewalk constructed on Center St, pedestrians are crossing 8th Ave without a stop sign for traffic. A review of the traffic flows at this intersection is recommended.

Gilgan Dr and Francois Lake Dr intersection, including the Balmoral Plaza parking lot



This area has become a problem for traffic flows since the Francois Lake Dr and Highway 16 intersection became right-turn-only. Traffic wanting to turn left onto Highway 16 was intended to be rerouted to the lighted intersection at Highway 35, however much of the local traffic is using the Balmoral Plaza parking lot to turn left. Local traffic is also using the Gilgan Dr to Government St route to turn left onto Highway 16 at the Government St intersection. A review of the traffic flows at this intersection is recommended.

Another issue for traffic flows identified by community consultation is the speed of vehicles travelling in the residential neighbourhoods, especially on 8th Ave and 5th Avenue. The implementation of traffic calming measures, such as speed humps or curb bulges, should be considered in these areas.



On-street parking causes conflicts with pedestrian traffic in a number of areas within the municipality. Residents have reported people parking too close to crosswalks, reducing pedestrian visibility. Ensuring curbs are painted to reflect parking restrictions and enforcing parking infractions would help to limit parking conflicts. Additionally, a periodic review of the visibility at high use crosswalks is recommended.

Along Government St, users of the LDSS track and soccer fields often use the wide paved sidewalk for parking, effectively blocking the sidewalk. While the LDSS track and soccer fields have limited on-site parking, there is ample parking at the nearby CNC parking lot. It is recommended that the curb height on the asphalt sidewalk be increased and parking be re-directed to CNC. A crosswalk across Government St from 5th Ave would improve pedestrian safety from the parking lot to the fields.



Action 2.3 Enhance Trail Safety

Trail safety can be improved through maintenance, to keep trails in good condition for their intended use. It involves repairing and maintaining the trail surface, clearing debris, and ensuring that the trail is safe and accessible for users. In the winter regular grooming, such as snow removal and packing, is necessary to maintain a smooth and stable surface for winter activities like snowshoeing and cross-country skiing. Alternatively, trails could be plowed and sanded for walkers. A trail maintenance plan should be developed for the Rod Reid and Eveneshen trails that is appropriate for all seasons.

Trails are often shared by a variety of users, including those who are motorized. Unfortunately, conflicts can arise between these users and those who prefer non-motorized activities like hiking or biking. These conflicts can be due to issues like noise pollution, safety concerns, and damage to the trails. It's important for all trail users to be respectful of others and follow any posted rules and regulations to help minimize conflicts and ensure everyone can enjoy the trail safely and responsibly.



The west half of the Rod Reid trail is frequently used by ATVs. The ATVs have been prevented from using the east half of the trail through signage and steep approaches to bridges. It is recommended that alternative methods of preventing ATV use, such as pedestrian posts, be employed so the trail is more accessible to strollers and wheelchair users. Should the entire trail be closed to ATVs, additional installation locations and fencing will be required.



Bears and other wildlife are often encountered on local trails. It is important for trail users to be made aware of the potential for wildlife encounters and how to react if the situation arises. Community consultation identified bears as being the main type of problem wildlife encounters. The Rod Reid trail and Eveneshen trail are often inhabited by bears, as there are numerous berry bushes in the area and a source of water.

Problem bears can be relocated by the conservation officer, however educating trail users is likely the most effective way to prevent issues. Reducing potential food sources may not be practical in this area, because of the abundance of berry bushes. It is recommended that bear warning signs be posted at the trail heads that include bear safety information.



Action 2.4 Develop an Active Transportation Infrastructure Maintenance Plan

Active transportation infrastructure maintenance is crucial for ensuring the safety and accessibility of bikeways, pedestrian walkways, and other non-motorized transportation systems. Routine upkeep and repairs such as repainting lines, filling potholes, and replacing damaged signage is important to create a safe and enjoyable experience for those who choose to walk, bike, or use other forms of active transportation. Regular inspections and maintenance schedules can help prevent larger, costly repairs down the line, while also promoting a more sustainable and healthy mode of transportation.



Current levels of sidewalk maintenance are very good, including ice and snow management, however as sidewalk infrastructure increases, so must maintenance budgets. There have been notable increases in public works crew staff time to clear ice and snow since the installation of the 9th Ave and Center St sidewalks.

The repainting of street markings is also an important part of maintaining active transportation routes. Over the winter most street markings are degraded or worn away, requiring annual repainting. Painted crosswalks, on-street bike lanes, parking spaces, and curbs all delineate safe pedestrian and cycling spaces. The addition of new crosswalks and bike lanes will significantly increase the amount of painting maintenance. Combining painted marking with signage would help to mark road crossings and cycling routes during times when paint is faded.



THEME 3: COMMUNITY ENJOYMENT

Active transportation should be an enjoyable experience for all community members and visitors. This can be achieved through the incorporation of universal design principles and the provision of amenities, in concert with a safe and well-maintained network. Designing using universal design principles ensures that active transportation infrastructure is accessible to all ages and abilities, regardless of any physical or cognitive impairment.



Incorporating landscaping, public art and other amenities makes active transportation more welcoming and attractive. Pedestrian amenities include landscaping, water fountains, washrooms, garbage and recycling receptacles, and street furniture. The BC Active Transportation Design Guide includes design and placement considerations for these amenities and should be referenced when considering new installations. Cycling amenities include secure bike parking, which was identified as a priority by the local biking community.

Action 3.1 Improve Wayfinding

In 2016 the Village of Burns Lake adopted a Sign Strategy to identify improved ways to inform and direct visitors and residents to key sites related to cultural and recreational amenities, business districts and services. It includes an overall signage and way-finding strategy that is cohesive, attractive, and easy to follow. Implementation of this strategy should be prioritized with an emphasis on pedestrian and cycling routes to ensure a cohesive and seamless network.





Action 3.2 Support Active Transportation Initiatives and Programs

Finding ways to educate and encourage people to use active transportation is important for building a user base, and a healthier more active community. The Village has supported many programs to increase active lifestyles and healthy living. This includes support for the Ride Burns mountain bike club, active programs from the Lakeside Multiplex including equipment rentals, outdoor fitness stations, a heritage walking tour, and the youth soccer program.

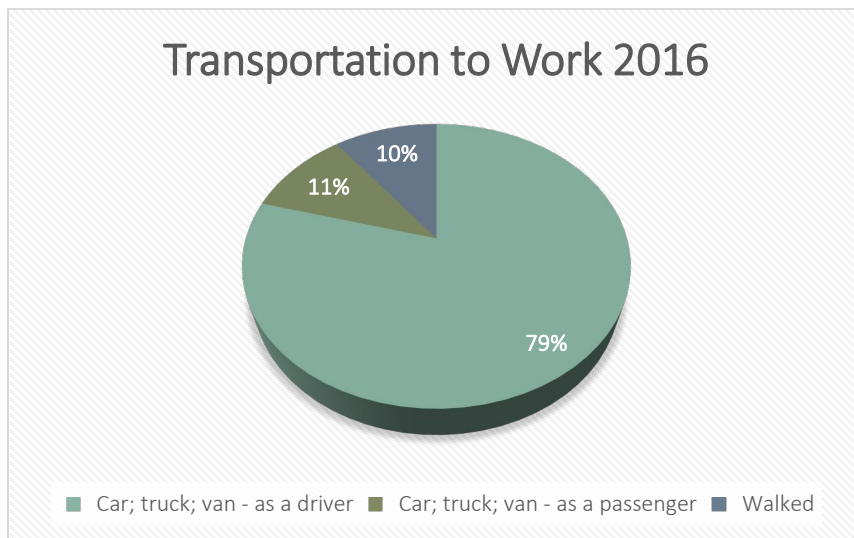
These programs should continue to be expanded, with an increased focus on biking and walking to and from destinations. Programs to teach bike safety, especially to school aged children, would improve the comfort and ability of bike users. Other programs such as Bike to Work week could also be promoted within the community.



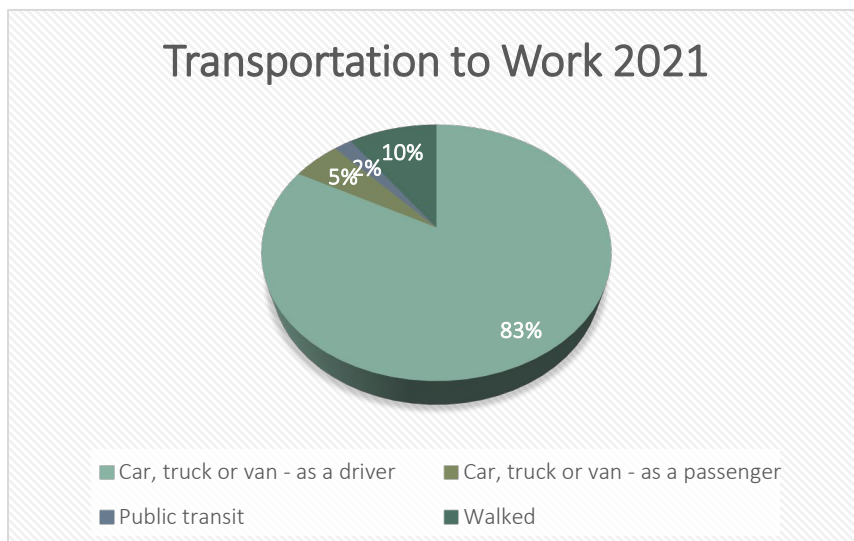
TRANSPORTATION IN BURNS LAKE

Current data for transportation methods in Burns Lake relate to commuting to and from work. Thus, it does not fully represent all destinations or purposes of transportation such as trips for recreation or shopping. However, the existing data does confirm that motorized transportation remains the dominant mode of transportation in Burns Lake.

The Census of Canada in both 2016 and 2021 includes data on commuting. The information presented below is the main mode of commuting for the employed labour force aged 15 years and over with a usual place of work. Between 2016 and 2021 the total number of commuters increased, with no change in the percentage of commuters walking to work. Commuter in a vehicle as a passenger decreased by 6%, while the new option of public transit accounted for 2% of the 2021 numbers.



Main mode of commuting 2016	
Total	735
Car; truck; van - as a driver	575
Car; truck; van - as a passenger	75
Walked	75



Main mode of commuting 2021	
Total	760
Car, truck or van - as a driver	630
Car, truck or van - as a passenger	40
Public transit	15
Walked	75

The cumulative distance of AT infrastructure is a tangible indicator of the success of ATP investments. Current cumulative distances of AT infrastructure include:

Infrastructure Type	Cumulative distance/count
Sidewalks	8.1 km
Maintained Trail	3.6 km
Unofficial “shortcut” trails	8 km
Crosswalks	0.5 km of crosswalks
Bike Racks	17 locations
Benches	52 locations
Picnic Tables	22 locations



Walking and Cycling Data

The current state (baseline) of walking and cycling in the community is established through manual counts and Stats Canada data. The Stats Canada data consists of the previously noted commuting data from 2016 and 2021. In 2016, 75 people reported that they walked to work and in 2021, 75 people reported that they walked to work. There were no people that reported cycling to work.

Manual counts were conducted in 2021 and 2022 at two intersections within the Village. In 2021 counts were collected at 9th Ave and Center St. During 9 collection periods a total of 17 cyclist, 119 pedestrians and 10 wheelchair users were counted. In 2022 counts were collected at 9th Ave and Center St and 5th Ave and Center St. During 8 collection periods a total of 43 cyclist, 128 pedestrians and 11 wheelchair and scooter users were counted.



Crash Sites and Safety Issues

The identification of known crash sites and safety issues helps to guide the active transportation network and improve general safety. Information on crash sites involving pedestrians, cycles, and motor vehicles was obtained from ICBC.

For reference, here are the total number of insured vehicles in Burns Lake:

Vehicle insurance policies in force by vehicle type in Burns Lake

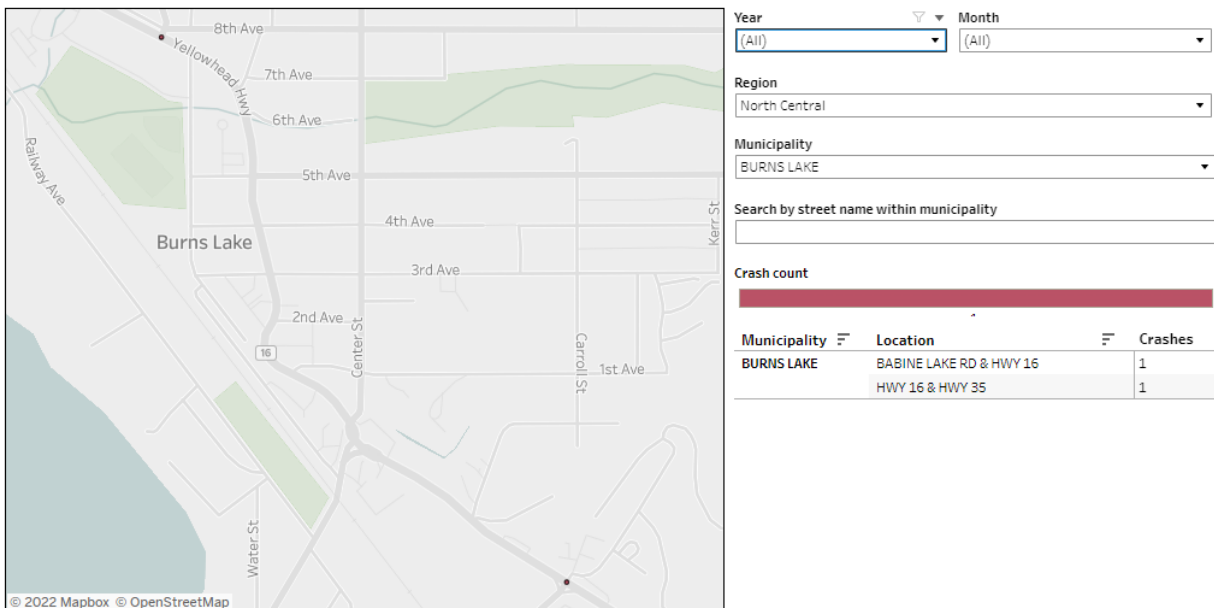
Vehicle Type	2017	2018	2019	2020	2021
Passenger	990	980	990	970	1,000
Commercial	1,400	1,400	1,400	1,400	1,500
Motor Home	47	53	44	41	39
Motorcycle/ Moped	24	24	25	30	33
Total	2,500	2,500	2,500	2,400	2,600

There have been only 3 reported crashes involving pedestrian and cyclists from 2016 to 2020. All incidents were located on Highway 16 as shown below, and on the next page. In comparison, there were 116 vehicle-on-vehicle crashes between from 2017 to 2021 throughout the community.

Crashes involving pedestrians - 2016 to 2020

Notes about the data:

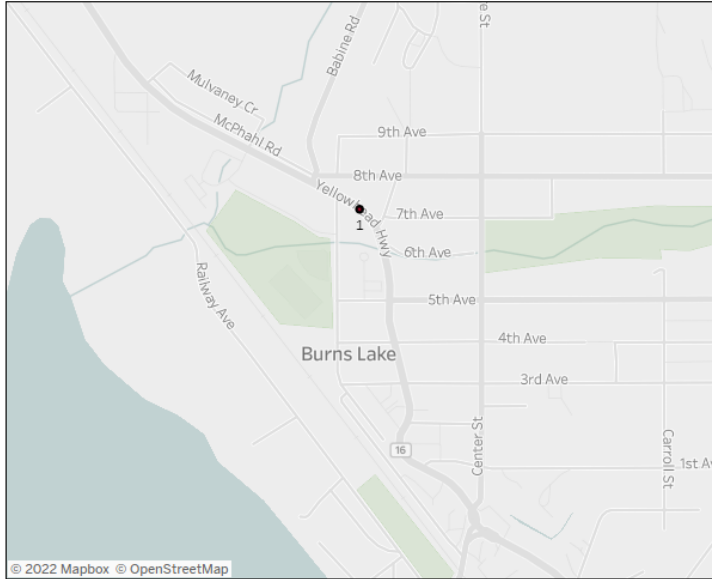
ICBC data as of April 3, 2021. Map excludes crashes in parking lots and involving parked vehicles. Therefore, adding figures for any municipality won't provide a complete representation of all crashes in that area. Crashes between intersections (mid-block) are plotted in the middle of the nearest two intersections. These mid-block crashes will appear as separate points on the road and will be grouped by the road name in the "Location" table (but excludes crashes at intersections along the road segment). Crashes on boundaries will appear for both cities. Maps only include crashes where sufficient location information was available to determine a latitude and longitude. Crash location information is self reported and not always verifiable. When comparing map counts with previous publications, counts may differ due to rounding, late reporting or corrections to the data. Crash data and trends from 2020 may be impacted by the COVID-19 pandemic. 2021 ICBC crash and injury data on pedestrians is currently unavailable.



Crashes involving cyclists - 2016 to 2020

Notes about the data:

ICBC data as of April 3, 2021. Map excludes crashes in parking lots and involving parked vehicles. Therefore, adding figures for any municipality won't provide a complete representation of all crashes in that area. Crashes between intersections (mid-block) are plotted in the middle of the nearest two intersections. These mid-block crashes will appear as separate points on the road and will be grouped by the road name in the "Location" table (but excludes crashes at intersections along the road segment). Crashes on boundaries will appear for both cities. Maps only include crashes where sufficient location information was available to determine a latitude and longitude. Crash location information is self reported and not always verifiable. When comparing map counts with previous publications, counts may differ due to rounding, late reporting or corrections to the data. Crash data and trends from 2020 may be impacted by the COVID-19 pandemic. 2021 ICBC crash and injury data on cyclists is currently unavailable.



Year: (All) Month: (All)

Region: North Central

Municipality: BURNS LAKE

Search by street name within municipality:

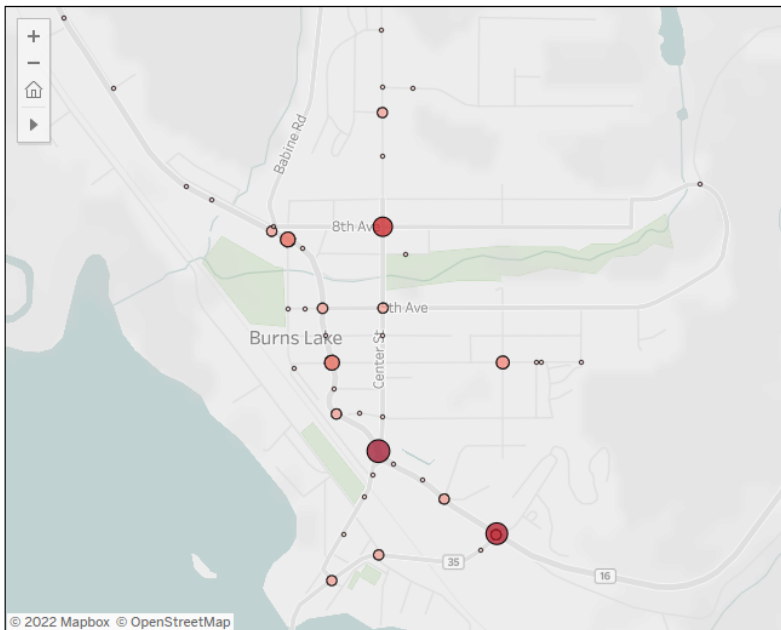
Crash count:

Municipality	Location	Crashes
BURNS LAKE	HWY 16	1

North Central crashes - 2017 to 2021

Notes about the data:

ICBC data as of April 2, 2022. Casualty crashes are crashes resulting in injury or fatality. Property damage only (PDO) crashes are crashes resulting in material damage and no injury or fatality. Map excludes crashes in parking lots and involving parked vehicles. Therefore, adding figures for any municipality won't provide a complete representation of all crashes in that area. Crashes between intersections (mid-block) are plotted in the middle of the nearest two intersections. These mid-block crashes will appear as separate points on the road and will be grouped by the road name in the "Location" table (but excludes crashes at intersections along the road segment). Crashes on boundaries will appear for both cities. Maps only include crashes where sufficient location information was available to determine a latitude and longitude. Crash location information is self reported and not always verifiable. When comparing map counts with previous publications, counts may differ due to rounding, late reporting or corrections to the data. Crash data and trends from 2020 and 2021 may be impacted by the COVID-19 pandemic.



Year: (All) Crash type: (All)

Municipality: BURNS LAKE

Search by street name within municipality:

Use slider to select count range displayed: 1 10

Crash count:

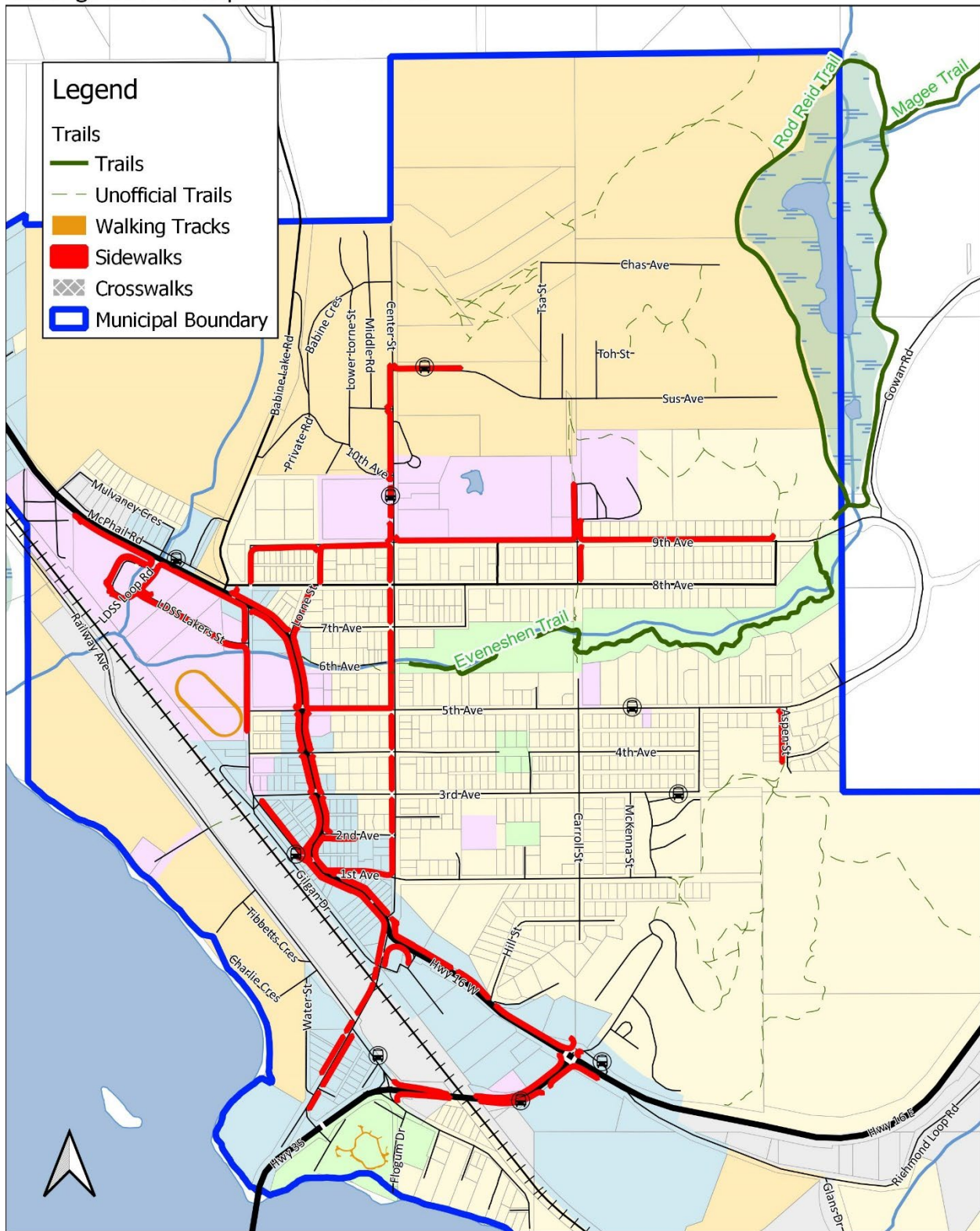
Location	Crashes
CENTER ST & FRANCOIS LAKE DR & FRANCOIS LAKE DR	10
HWY 16 & HWY 35	9
8TH AVE & CENTER ST	7
HWY 16	6
3RD AVE & HWY 16	4
GOVERNMENT ST & HWY 16	4
3RD AVE & CARROLL ST	3
BEATTY RD & HWY 16 W	3
EAGLE CREEK RD & HWY 35	3
HWY 16 & KERR RD	3
HWY 16 & RICHMOND LOOP RD	3

CURRENT ATP NETWORK

Burns Lake contains numerous existing sidewalks and trails that facilitate active transportation. There have been many improvements to the active transportation network since the last Active Transportation Plan completed in 2009. These improvements have been focused on the pedestrian network. There is no existing cycling network that has been formally identified.



Existing Active Transportation Network



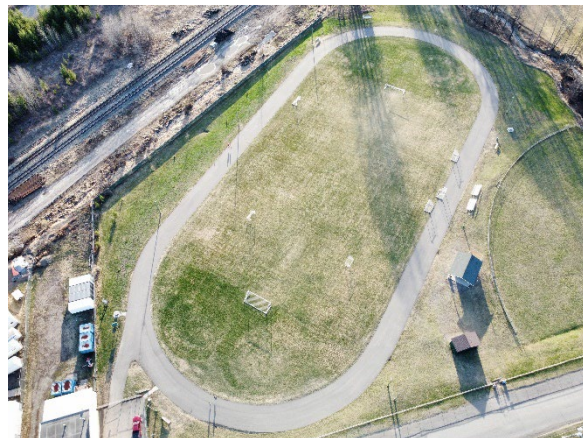
Existing Pedestrian network

The main features of the existing pedestrian network are sidewalks, walking circuits, and trails. Sidewalks extend along one or both sides of the Highway 16 corridor from the lighted intersection at Highway 35 at the east to LDSS at the west. Through the rest of the commercial area, sidewalks also extend along Highway 35, Francois Lake Drive, and Government Street. In the residential Avenues, sidewalks extend on the portions of 1st Ave, 2nd Ave, 5th Ave and Lorne Street between Highway 16 and Centre Street. These sidewalks are generally 1.5 to 2.0 metres wide, concrete surface, and separated from the roadway by a raised curb.

Recent ATP Infrastructure Grants have enabled the construction of sidewalks along Sus Avenue, Center Street, 9th Avenue and upper Lorne St in 2020, and along Centre Street in 2022. The new sidewalks along 9th Avenue and Centre Street have significantly improved connectivity and pedestrian safety between the Lake Babine First Nation, the Lakes District Hospital and Health Centre, and the downtown core. These sidewalks are 1.5 m wide, concrete surface and separated from the roadway by a raised curb. During the consultation phase of the ATP review, there was notable positive feedback about these projects.



There are two walking circuits in Burns Lake, the LDSS Track and the loop at Spirit Square with outdoor fitness stations. The LDSS Track was surfaced with asphalt in 2020. The track is lighted, and plowed in the winter with traction control. The fitness loop at Spirit Square was installed in 2009. It is surfaced with concrete pavers and has outdoor fitness stations, which are mostly used in the summer months.



Burns Lake currently has two (2) formal public trails, with a number of informal pathways on both private and public land. These off-road trails are located adjacent to natural features and are intended for recreational use. They are typically narrow and constructed with a dirt/gravel surface. These trails are:

The **Eveneshen Trail** follows along Saul Creek valley from the top of 6th Avenue to the top of 9th Avenue where it connects to the Rod Reid Trail. This 1.4 km trail can be easily accessed from the Burns Lake Visitor Centre on Highway 16.



In December of 2021 the Village retained McElhanney Ltd to conduct a feasibility study of the Eveneshen Trail. The purpose of the assessment was to review the condition and alignment of the existing trail in order to determine the feasibility of upgrading it into an intermediate-difficulty (blue) mountain bike trail which would serve as a connection from the Boer Mountain trail network into the Village of Burns Lake. The study determined that the cost required to meet the design criteria made the project not feasible. The sustained steep grades, frequent rock outcrops, and slope stability concerns would require specialized/high-cost construction equipment and trail building techniques. A second option to maintain the



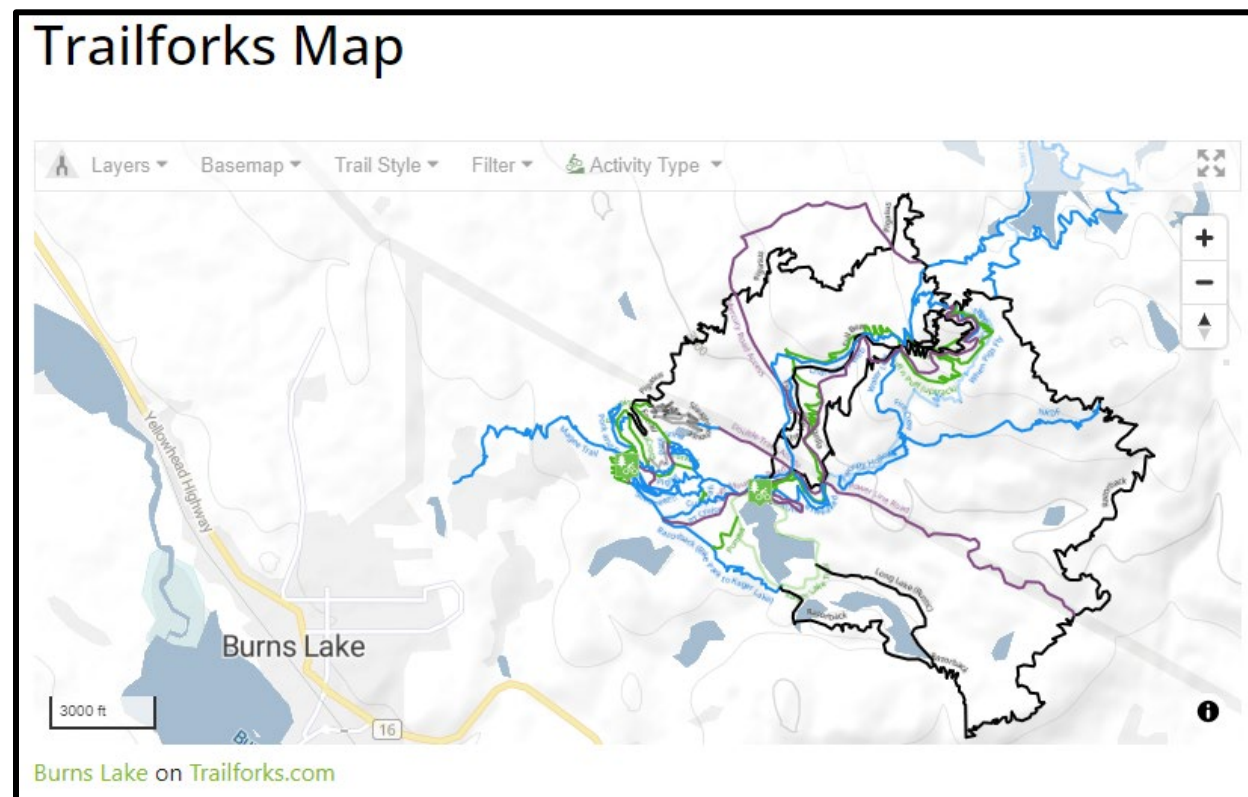
existing character and use of the existing Eveneshen Trail was also examined, and recommended as the preferred option. The trail would be managed to be a moderately challenging, moderately developed hiking trail generally intended for occasional recreational use by residents for a quick hike/walk within the Village of Burns Lake. Mountain bikers and other winter users (e.g., snowshoers) may choose to use the trail; however, the trail would not be designed/maintained for mountain bike use. Recommendations for trail improvements and a cost estimate were provided for this option.

The **Rod Reid Trail** is a very popular 2.1 km multi-use trail that circles around the Loch Lomond wetland and bird watching area, accessed at the northernmost point of the Eveneshen Trail, at the top of 9th Avenue. This trail has a fairly wide, level-ground path and is ideal for children and seniors. The trail offers hikers a chance to examine wetland plants and observe the area's extraordinary birds from one of several viewing platforms. In 2021 the Rod Reid Trail was connected to the Boer Mountain Bike Trails through the Magee Trail. The Magee Trail is located outside the Village boundaries but provides a key connection from the Village to Boer Mountain. The eastern half of the trail is often used by motorized off-road vehicles, creating a safety hazard for pedestrians and cyclists. Several methods have been employed to discourage motorized vehicle use on the western half of the trail. This includes signage and a bridge step-up that vehicles cannot easily navigate. This bridge step-up however, reduces the accessibility of the trail for wheelchairs, strollers or other mobility aids.



Existing Cycling network

Dedicated cycling infrastructure is limited in Burns Lake. While there is bicycle parking at various locations throughout the municipality, there are no dedicated cycling routes or lanes. However, this does not reflect a lack of cyclists within the community. There is an extensive mountain bike trail network within the Burns Lake Community Forest surrounding Boer Mountain. Located just minutes from downtown Burns Lake, this area is accessible only through the municipality. The mountain bike trails are a major tourist draw to the community and are supported by Ride Burns, a trail advocacy organization and Destination Marketing Organization (DMO) that develops and promotes the mountain biking tourism sector. These trails have a rustic campground, access to Kaeger Lake, and a shuttle service to the top of the mountain.



Users of the mountain bike trails have expressed a desire for improved connections from the trail network into Burns Lake proper. In support of this vision, the Magee Trail was recently opened (2022) that connects the trail network to the Rod Reid Trail. It was hoped to extend the connection down the Eveneshen Trail, however this trail was determined unsuitable to be upgraded for mountain bike use. Alternate routes through Village Heights or 5th Avenue are currently being explored.



The main road through Burns Lake is Highway 16, which has high traffic volumes including large trucks. The traffic volumes and meandering nature of the Highway through town makes it relatively unsuitable to also accommodate formal cycling lanes. The safety issues around cycling on Highway 16 could be improved by directing cyclists to alternate routes and controlled crossings.



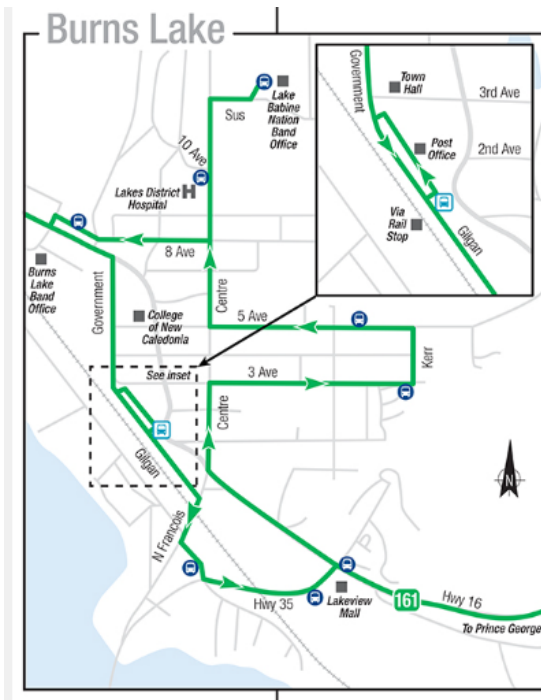
Transit

In 2017 as part of the five-point Highway 16 Transportation Action Plan, the Province of BC committed \$4.2 million on a cost-shared basis with local communities, to expand BC Transit services that travel between cities along Highway 16. Part of this transit service allows people to travel to their next largest community and return home the same day, including two services from Burns Lake: Burns Lake to/from Prince George; and Burns Lake to/from Smithers.

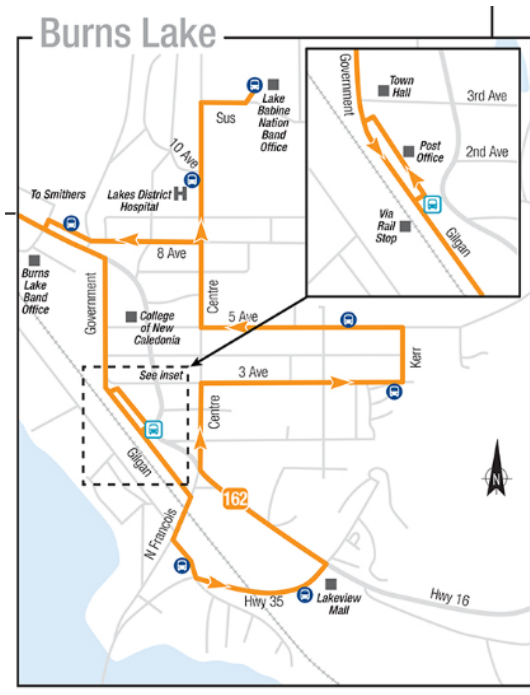


The Village of Burns Lake is responsible for infrastructure installation and maintenance at transit stops within the municipality. There is one bus shelter at the Government St/Gilgan Dr stop, one shelter at the Lake Babine Nation Band Office, and varying infrastructure at the eight other bus stops throughout the municipality. These stops are shown on the maps below for each transit service.

161 Burns Lake-Prince George Operates Tuesday, Thursday & Saturday



162 Burns Lake-Smithers Operates Monday, Wednesday & Friday



In 2020 the RDBN conducted a survey to determine rider origins and compiled ridership data from 2017 to early 2020. The survey found that Burns Lake has the highest numbers for rider representation, likely because it is the starting point for both the 161 and 162 routes.

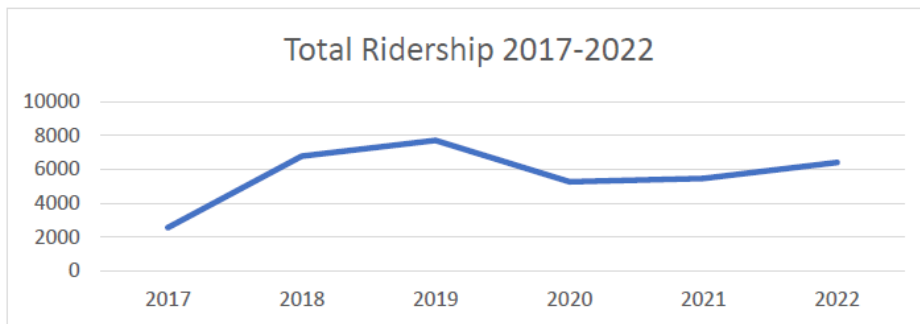
Burns Lake/Lake Babine Nation/Ts'il Kaz Koh Ridership

Route 161 – Burns Lake to Prince George

YR	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
2022	318	306	427	290	310	368	293	446	319	440	399	402	4318
2021	227	249	353	253	295	301	364	357	285	324	249	312	3569
2020	423	430	328	112	198	275	258	170	268	326	228	273	3289
2019	443	272	451	432	420	395	496	249	413	503	554	512	5140
2018	361	299	394	306	491	410	433	368	364	460	473	374	4733
2017							261	316	288	339	275	362	1841

Route 162 – Burns Lake to Smithers

YR	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
2022	130	110	204	182	186	164	173	241	144	175	174	195	2078
2021	125	118	164	158	136	242	176	163	118	150	161	135	1846
2020	166	239	158	114	107	190	194	97	192	189	182	144	1972
2019	216	161	210	266	228	226	232	86	206	185	325	227	2568
2018	230	95	121	160	211	195	166	189	166	175	190	148	2046
2017							153	123	90	131	90	120	707



UPDATE FROM THE 2009 ATP

The previous Burns Lake Active Transportation Plan was jointly prepared by Boulevard Transportation Group Ltd. and D'Ambrosio architecture+urbanism in December 2009. Since the adoption of this plan, most of the goals have been realized. The outstanding goals in the plan are either restated here or have been reconsidered for practicality or shifting priorities.

2009 Recommended Actions and Results

- 1) **Improvements to Highway 16 from Francois Lake Drive to 3rd Avenue, to include wider sidewalks, landscaping, traffic calming features and narrowed vehicle lanes.**

This action was completed in 2012.

- 2) **Improved crossing of the Saul Creek ravine, either as a \$2.5 million bridge or a less expensive improvement of the existing crossing.**

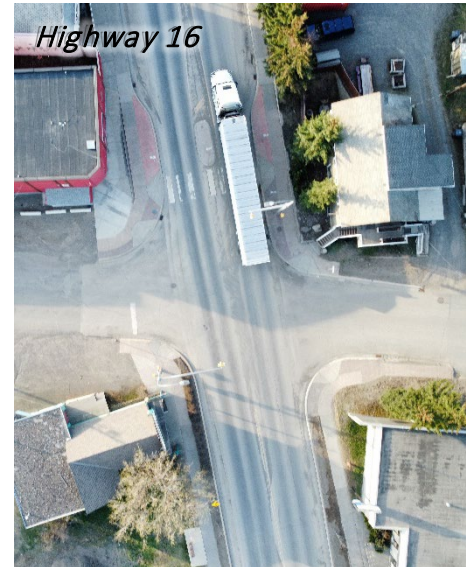
The Saul Creek ravine crossing does not experience enough pedestrian traffic to warrant a \$2.5 million bridge. A less expensive improvement of the crossing was installed in 2014.

- 3) **A 3.0 m roadside trail the length of Centre Street, connecting the Lake Babine Band lands, William Konkin Elementary School, Muriel Mould Primary School, and Lakes District Hospital with the Downtown.**

The Centre Street sidewalk project was completed in 2022.

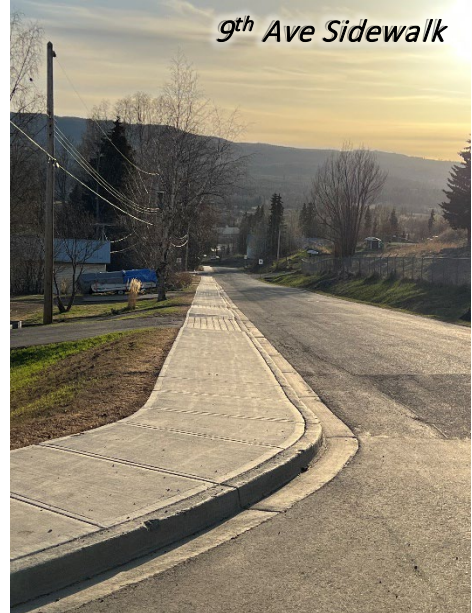
- 4) **An improved connection between Highway 16 and Gilgan Drive that includes an asphalt surface and landscaping.**

This action has not been completed, however Phase 3 of Downtown Revitalization Plan (2012) includes improvements to this area. Council has recently identified that this Phase 3 requires updating, which is scheduled for 2024. This area is also identified as a priority in the current ATP.



- 5) **Redesign of 8th Avenue to include a 3.0 m roadside pathway and improved stormwater management.**

This project was shifted to 9th Avenue instead in order to have improved connections to senior's facilities and schools. This project was completed as a sidewalk with paved curbs instead of a 3.0 m roadside pathway. The 9th Avenue sidewalk project was completed in 2020.



- 6) **Extension of the existing Eveneshen Trail to connect to Burns Lake, with a formal crossing of the CN Railway adjacent to Lakes District Secondary School.**

This project was not completed because of the prohibitive cost of the railway crossing. While a connection in this location is desirable, the potential volume of pedestrian traffic crossing the railway at this location does not warrant the investment required for a pedestrian bridge at this location.

- 7) **Long-term potential for a lakefront walkway providing continuous public access to Burns Lake.**



The Village of Burns Lake has invited conversations with the Ts'il Kaz Koh Nation to connect Spirit Square with the Village Public Works Yard. This lakefront walkway would be shorter than previously proposed so as not to cross in front of the private properties accessed via Pioneer Way. Lakefront property owners are unlikely to support this project, and these properties are the only waterfront properties within the Village.

- 8) **Roadside greenway routes along Government Street, Gilgan Drive, and Francois Lake Drive, connecting Radley Beach and Spirit Square with the rest of the community.**

This action should be prioritized. Phase 3 of Downtown Revitalization plan includes improvements to this area.

- 9) **A series of trails along Waldrup Creek, at the east of the Village, connecting the Rod Reid Nature Trail with Burns Lake.**

This action has been refocused to trail connections through the Village Heights property.

- 10) **Alter Village maintenance and operations protocols to better facilitate active transportation, including putting more priority on sidewalks and cycling routes in snow clearing practices, improve sidewalk maintenance, better enforce parking, incorporate landscaping into transportation infrastructure, and consider pedestrian-scaled banners.**

Since 2009, the Village has increased the budget for sidewalk maintenance. New parking areas have been created downtown (near the Post Office) and the existing parking area by the Tweedsmuir Hotel has been upgraded. The Village is in the process of adopting a ticketing bylaw that will enable the bylaw enforcement officer to issue parking tickets. The Village is also in the process of completing improved wayfinding throughout the municipality, that was initiated through a Municipal Sign Strategy adopted in 2016. Improvements to pedestrian wayfinding are part of this strategy, and will be installed in 2023.

- 11) **Pursue opportunities to acquire land and/or funding for active transportation infrastructure through land development, community donation, and Provincial or Federal grant programs.**

The Village has been actively pursuing grant funding for active transportation infrastructure, especially in recent years through the BC Active Transportation Infrastructure Grant Program and the Infrastructure Canada Active Transportation Fund. The Village was successfully awarded grants from the BC Active Transportation Infrastructure Grant Program in 2020 and 2022 for sidewalk projects along 9th Avenue and Centre Street. A grant application to the Infrastructure Canada Active Transportation Fund in 2022 for a partnership project with the Lake Babine Nation to construct a lighted walking path between William Konkin Elementary School and Sus Avenue, and new sidewalks on 9th Avenue, has been approved and will be installed in 2023.

- 12) **Promote community-based programs and initiatives to increase capacity for active transportation.**

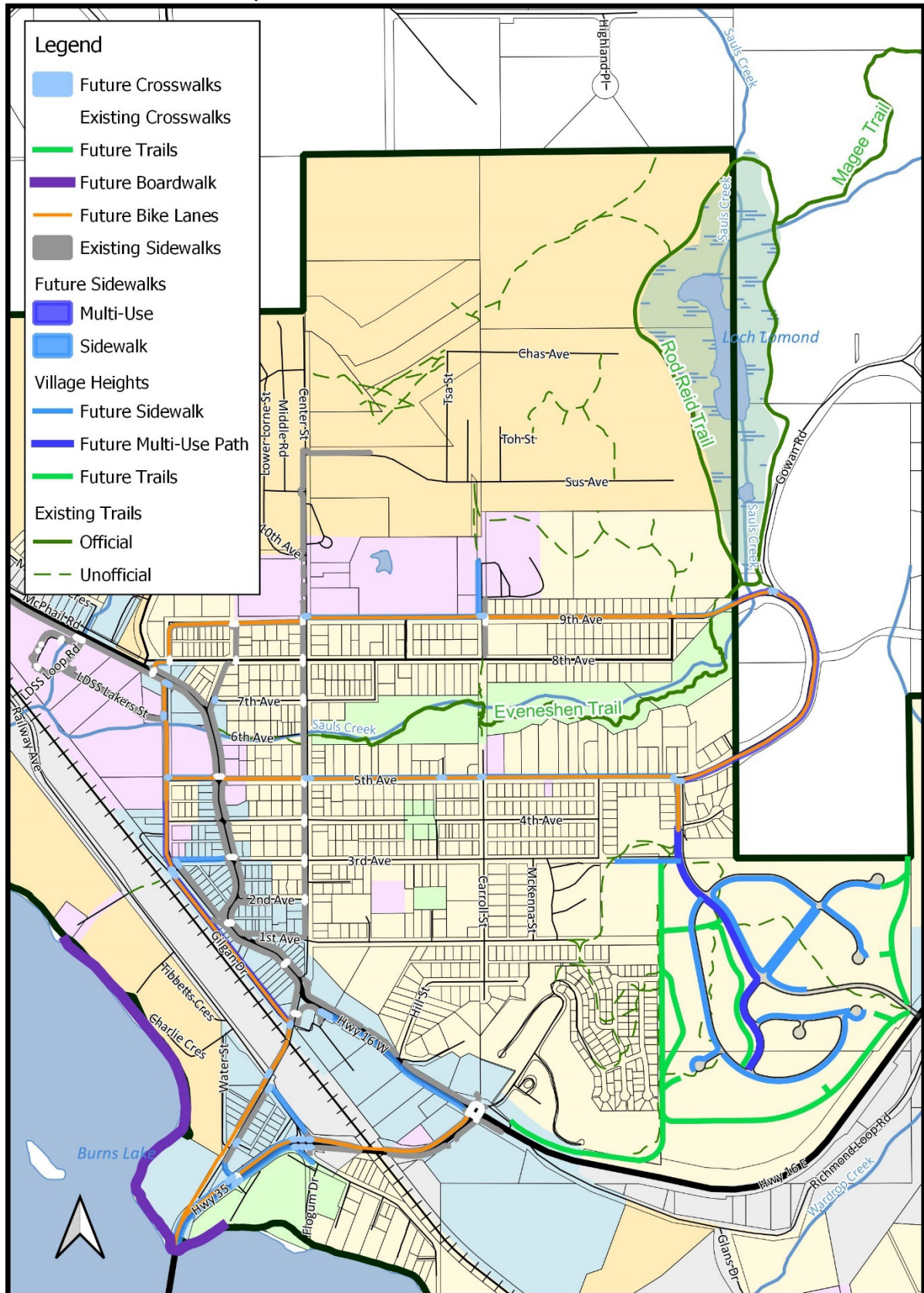
The Village has been a strong supporter of the local mountain bike club Ride Burns (formerly Burns Lake Mountain Bike Association), which has numerous community programs that promote biking within the community. This includes the kids bike camp, Babes in Balance ladies weekend, and Big Pig mountain bike races among others. The Village also promotes a walking tour of local heritage buildings in coordination with the local museum. Also, at Spirit Square, the municipal equipment rental facility (the Beach Hut) rents out kayaks and e-bikes.

FUTURE ATP NETWORK

The future active transportation plan network consists of new sidewalks, crosswalks, multi-use paths, trails and bicycle lanes. Existing network gaps are addressed to create a complete, connected, and convenient network along the most commonly travelled routes throughout the community. A new cycling network is proposed that connects the Boer Mountain bike trails with the downtown through Village Heights, spirit square, municipal campground and the rural area south of the municipality.



Future Active Transportation Network



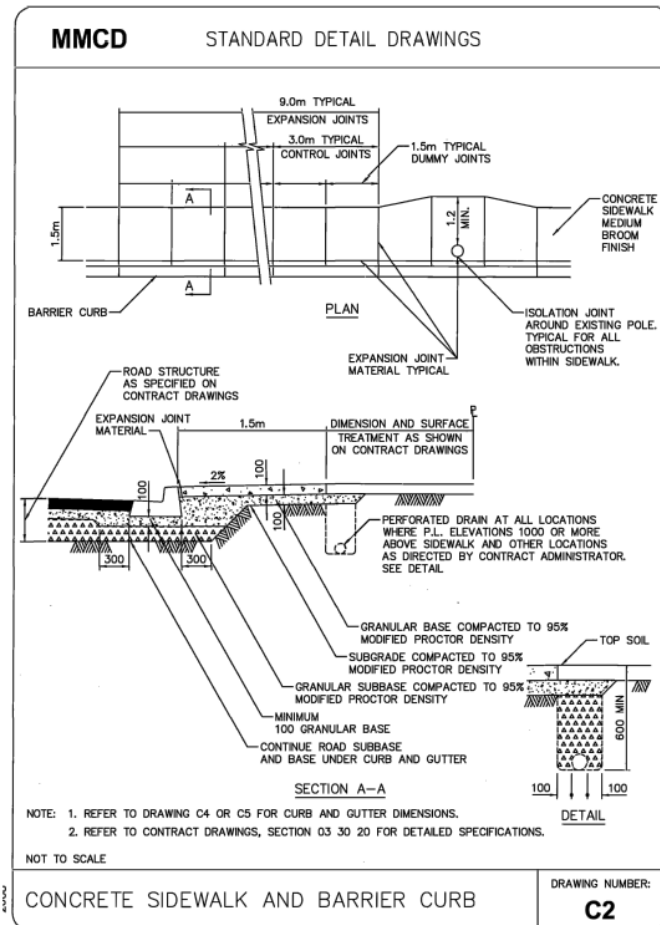
Future Pedestrian Network

The future pedestrian network will provide safe, continuous access to main destinations within the community through a combination of new and upgraded pedestrian infrastructure. The one remaining sidewalk gap along Highway 16 is addressed, and sidewalk gaps in the vicinity of Spirit Square. A new pedestrian route is proposed along 5th Ave with connections to 9th Ave along Gowan Rd, and into Village Heights from Aspen St. A new pedestrian route along Gilgan Dr and Government St will address important safety issues and provide a key connection off Highway 16.

New sidewalks are proposed in the following locations:

- The north side of 9th Ave from Shelford St to the Rod Reid Trailhead
- The north side of 5th Ave between Center St and Aspen St
- The north side of 5th Ave between Highway 16 and Government St
- The north side of 3rd Ave between Highway 16 and Government St
- The south side of Highway 16 between Francois Lake Dr and Highway 35
- The northeast side of Pioneer Way between Francois Lake Dr and Highway 35
- Both sides of Highway 35 from Pioneer Way to the bridge

These are proposed to be 1.5 m wide Non-Separated Sidewalk located directly next to the roadway, but physically separated from the roadway by a curb. New gutters would also need to be provided for drainage. This design has been used successfully in the recent 9th Ave and Center St sidewalk projects and is consistent with existing infrastructure. The ultimate design of all new pedestrian and cycling infrastructure should be informed by the current Village of Burns Lake subdivision and development servicing bylaw, as well as the latest edition of the BC Active Transportation Design Guide.



New crosswalks are proposed between new sections of sidewalk as noted on the map, and in high-traffic pedestrian locations. No new crosswalks are proposed across Highway 16. Notable new crosswalk locations include 5th Ave across Government St, and across Gilgan Dr at the intersection with Government St and 3rd Ave.



New multi-use paths are proposed in two locations:

- The top on 9th Ave from the Rod Reid trailhead along the northeast side of Gowan Rd to the top of 5th Ave.
- Along the north side of Gilgan Dr connecting to the west side of Government St via crosswalk.



Ideally these will be 3.0 m wide enhanced separated sidewalks/pathways, with a 1.5 m boulevard between the pathway and road that could be enhanced with trees or ambient lighting. Greater sidewalk width is highly beneficial in these contexts to allow for increased pedestrian volumes, pedestrian passing movements, and enhanced pedestrian amenities. Where wider sidewalks are not possible due to right-of-way constraints, the boulevard and enhancements between the pathway and road could be reduced or eliminated.

The Gowan road right-of-way is sufficiently wide to accommodate a wide multi-use pathway. This pathway would likely see high volumes of bicycle traffic in addition to pedestrian traffic. The Rod Reid trail and Boer Mountain bike park were identified as a main destination during public consultation.

The construction of a new multi-use path along Gilgan Dr and Government St would help to reduce existing conflicts between road traffic and pedestrian/bicycle use. This was identified as a priority in the 2009 Active Transportation Plan (*Government Street Greenway*) but was not implemented. In recent years this route has become more heavily use by pedestrians, bicycles and local traffic, as traffic flows have changed and users attempt to avoid the busy Highway 16. The south side of Gilgan Dr is unpaved and heavily used by large truck parking and local overflow parking. The south side also lies within the CN Railway right-of-way, which limits the potential for redevelopment. By continuing the multi-use path along Government St, this route would connect to key destinations including LDSS, CNC, T'sil Kaz Koh offices, the public library, walking track, and more.



The portion of Government St between the walking track and public library already contains a wide asphalt sidewalk, however redevelopment would significantly increase its utility for pedestrian and bicycle traffic. During the summer months, users of the walking track, soccer and baseball fields use the sidewalk for parking vehicles, essentially blocking pedestrian flows and increasing conflicts with vehicles. While the current parking for this area is inadequate, the parking should be directed off the sidewalk to the large parking lot at the CNC nearby. The proposed new sidewalk and crosswalk at this location would facilitate pedestrian flow between these areas.



A new boardwalk along the lakeshore extending from Radley Beach to the Village works yard property is proposed to increase public access to the lakeshore and provide a new amenity for recreational active transportation users. This boardwalk would travel through the T'sil Kaz Koh First Nation property and would require collaboration with the T'sil Kaz Koh Chief and Council. A more extensive lakefront boardwalk was proposed in the 2009 Active Transportation Plan (*Lakefront Walkway*), but was not implemented. However a scaled-down version of this concept should be pursued. Burns Lake is perhaps the community's greatest natural asset, yet it presently is only accessible to the public from Radley Beach. A waterfront boardwalk would further connect the community to the lake and potentially act as a catalyst for new lakefront development. It would be a considerable asset to both the municipality and the T'sil Kaz Koh Nation, and should be pursued.



The Village Heights area consists of two properties owned by the Village comprising approximately 35 Ha (86 acres). It takes its name from being the highest point in the Village and contains some challenging topography, including steep slopes along the south and east. A Master Plan was developed for this property in March 2022 to inform future planning and design at a site-scale level, and identify land use and development opportunities. The roads, sidewalks, multi-use paths and trails identified in this area correspond with the Village Heights Master Plan. Village Heights contains the only new trails identified in the Active Transportation Plan.

New trails identified in the Village Heights area are intended to be multi-use for both bicycles and pedestrians. The trail connecting Aspen St through the property to the Highway 16 and Highway 35 intersections will provide a key connection for trail access to and from the Road Reid trail, Eveneshen Trail and Boer Mountain bike park. This trail should be prioritized over trails internal to the property. Due to the steep terrain, this trail will require an engineered design and likely include switchbacks and/or stairs. Impressive views from the top of Village Heights provide an opportunity for viewing platforms as an attraction.



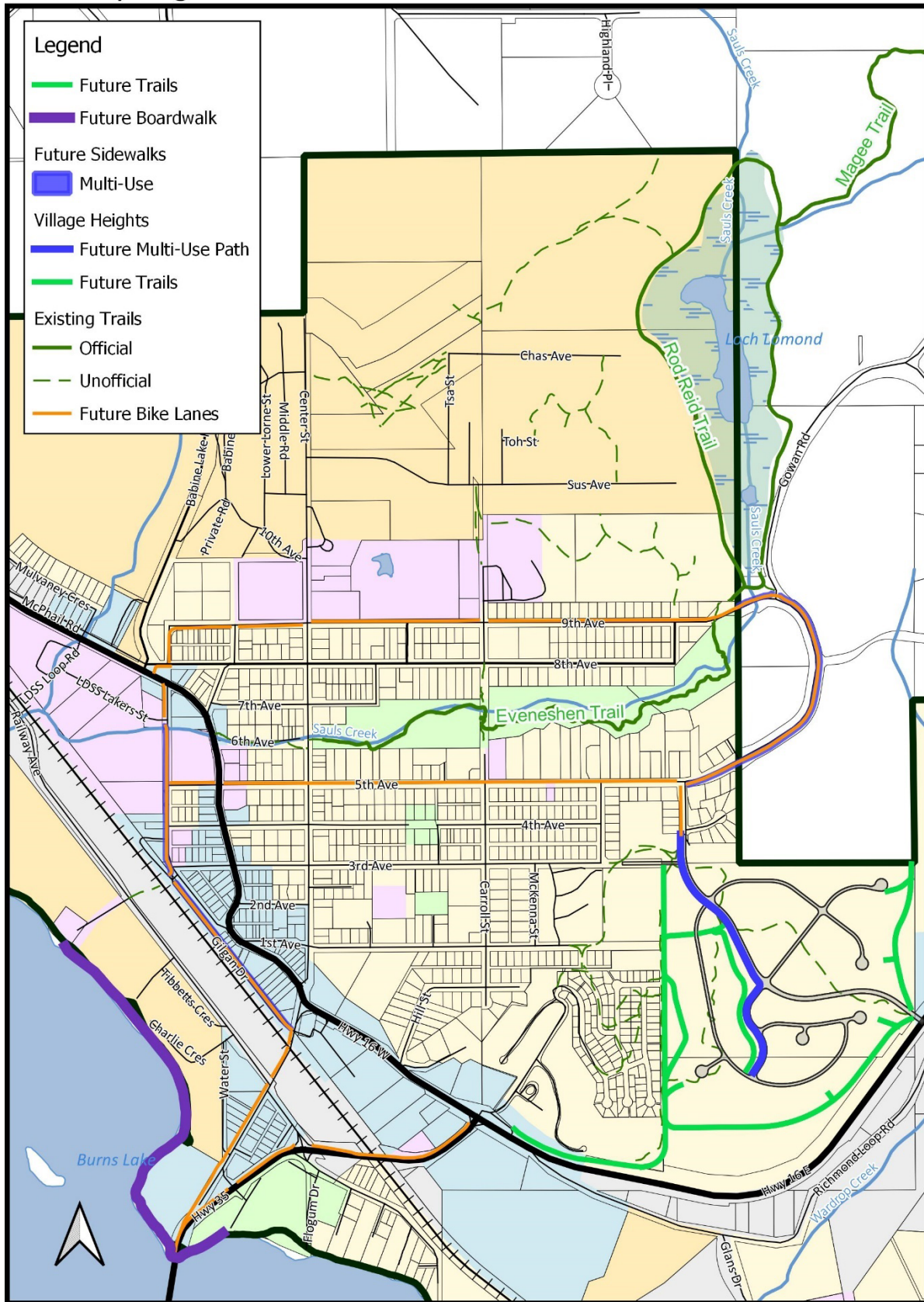
The existing Eveneshen Trail and Rod Reid trail are heavily used and require maintenance for user safety and enjoyability. The Eveneshen Trail was evaluated in 2021 and a report detailing the required maintenance and safety upgrades was provided. It is recommended that the Village pursue these upgrades to increase the useability of the trail. The Rod Reid trail is in better condition, however portions of the trail are susceptible to flooding, and the abrupt ascent to several bridges limits the accessibility of the trail. This trail also has conflicts with motorized off-road vehicles, which should be addressed. This could be accomplished with a combination of fencing, narrowed walk-throughs, or other barriers. Upgrades to the Rod Reid trail would be welcomed by the community as it is the most used trail within the municipality.

Future Cycling Network

The future cycling network will provide safe, continuous access to main destinations within the community through new on-road bike lanes and off-road multi-use pathways and trails. Bicycle traffic is directed away from Highway 16 for safety reasons. The 2009 Active Transportation Plan did not identify a cycling network, and with the increasing popularity of mountain biking and mountain biking tourism within the community, a formal cycling network will be greatly beneficial.



Future Cycling Network



On-road bicycle lanes are envisioned along streets with low motor vehicle volumes and speeds, suitable for sharing the road. They may include treatments such as signage, pavement markings, and traffic calming to prioritize bicycles and make the facilities comfortable for people of all ages and abilities. A protected bicycle lane may be required in areas with higher traffic volumes, such as Highway 35. Protected bicycles lanes have a travel lane physically separated from motor vehicles and pedestrians by vertical and/or horizontal elements. Bicycle use is not encouraged along Highway 16 at this time, due to high traffic volumes and the availability of alternate routes.

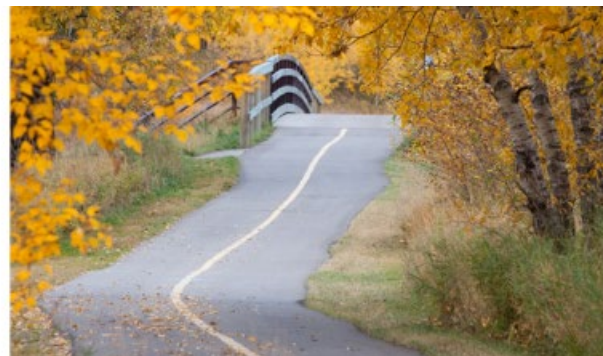


On-road bicycle lane (painted) proposed locations:

- 9th Ave to Highway 16
- 5th Ave to Government St, crossing Highway 16 at an existing crosswalk intersection
- Aspen St to access Village Heights trails
- Government St from Highway 16 to LDSS Lakers St
- Francois Lake Drive
- Highway 35 (protected lane if required)

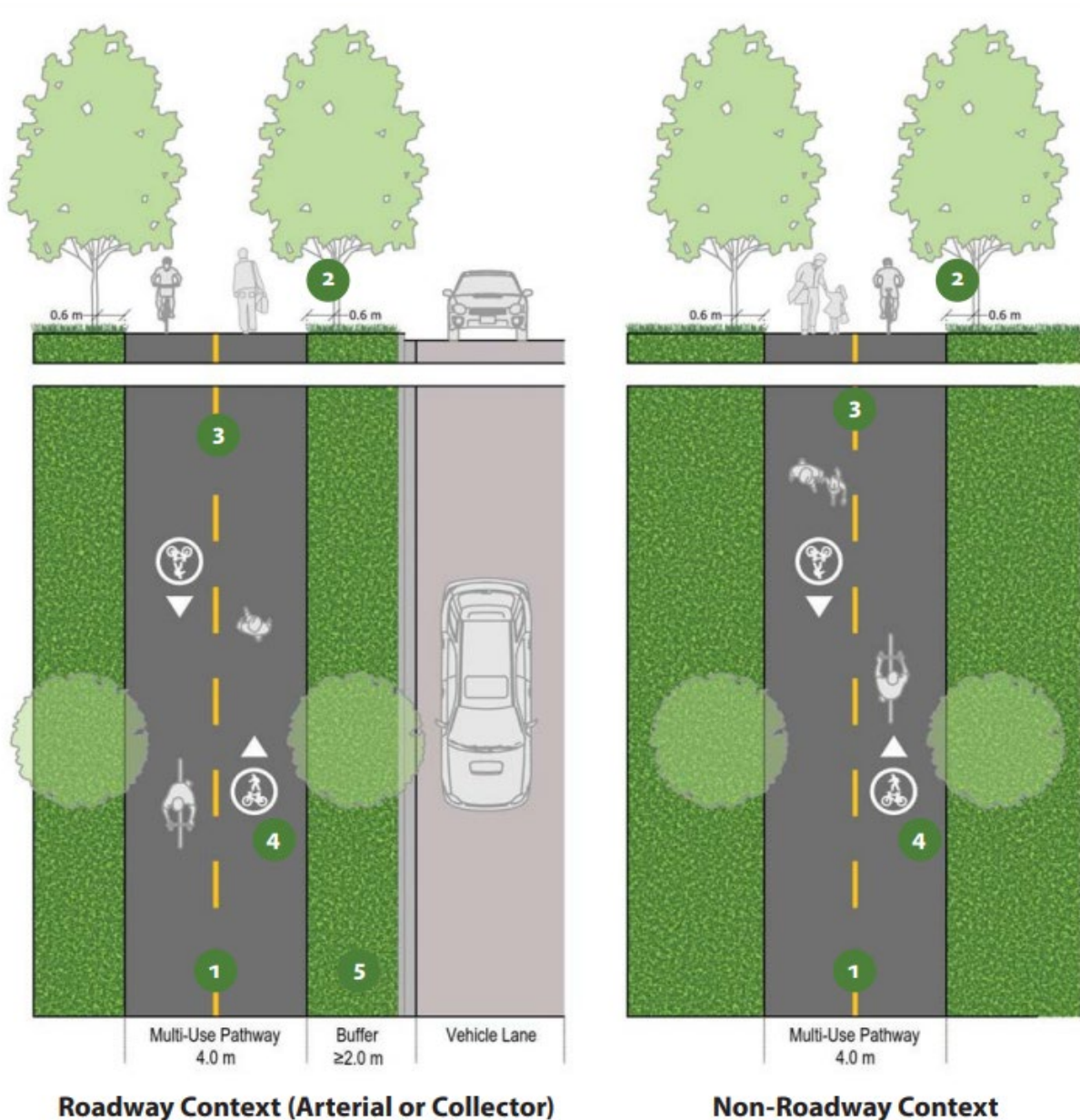
Multi-use path (for both bicycle and pedestrian use) proposed locations:

- Gowan Rd (connecting 9th and 5th Avenues)
- Government St and Gilgan Dr
- Village Heights (pending road development)



In addition, the lakefront boardwalk is envisioned as a multi-use facility, wide enough to accommodate two-way pedestrian and bicycle traffic.

Multi-use trails are proposed in the Village Heights area, to provide an off-road connection from the village centre to the Boer Mountain bike trails. This would also create a continuous, circular cycling route around the municipality. The terrain within the Village Heights property is challenging and contains steep slopes. Switchbacks or other terrain modifying features will need to be included in the trail design. It is recommended that a study be conducted to determine the most appropriate route and design for a multi-use trail.



Roadway Context (Arterial or Collector)

Non-Roadway Context

From: British Columbia Active Transportation Design Guide

Other infrastructure necessary to accommodate bicycle use within the community is secure bicycle parking. While there are 17 locations throughout the community that have bike racks, many of these are unused. This is likely due to their location and that users are unaware of their existence. Feedback from bike users within the community revealed the importance of bike rack locations. Most bikes suitable for use at the Boer Mountain trails are expensive, and bicycle theft is a significant concern. Bike racks should be located within eyesight of stores/restaurants with windows, and be secured to the ground. There are also several important destinations within the community that would benefit from the addition of bike parking.


Recommended additional bike parking locations:

- Lakeview Mall
- Real Canadian Wholesale Club
- City Centre
- Public library




IMPLEMENTATION PLAN

The development of the new ATP network, including infrastructure, through the recommended actions is guided by an implementation framework including: timeframe/priority, responsibility, and implementation approach. The Village will have to prioritize certain routes and infrastructure over others to ensure projects are manageable. The implementation plan identifies the priority level for each recommended action, with short term being 1-5 years, medium term being 5-10 years, and long term being 10+ years. However, these terms may change depending on the availability of funding and staff resources.

	THEME 1: CONNECTIVITY	PRIORITY	TIME FRAME	RESPONSIBILITY		APPROACH
				Primary	Secondary	
1.1	Establish a cycling network	High	Short-term	Village	N/A	Policy; adopt Cycling Network Map
1.1a	Install on-road bike lanes on 9 th Ave and 5 th Ave to Government St, with Hwy 16 crossings	High	Short-term	Village	MOTI	Capital Project
1.1b	Install on-road bike lane on Francois Lake Dr	High	Short-term	Village	N/A	Capital Project
1.1c	Install on-road bike lane on Hwy 35	High	Short-term	MOTI	Village	Capital Project
1.1d	Develop a paved multi-use path along Government St and Gilgan Dr	Medium	Medium-term	Village	N/A	Capital Project
1.1e	Develop a multi-use path along Gowan Rd connecting 9 th Ave and 5 th Ave	Medium	Medium-term	Village	RDBN	Capital Project
1.1f	Develop multi-use trail from Aspen St through Village heights to Hwy 16/Hwy 35 intersection	Medium	Medium-term	Village	Ride Burns(?)	Capital Project
1.1g	Install secure bike parking at destinations	Medium	Short-term	Village	Business	Capital Project
1.2	Enhance the pedestrian network	High	Short-term	Village	N/A	Policy; adopt Pedestrian Network Map
1.2a	Install new sidewalks to close network gaps on 9 th Ave	High	Short-term	Village	N/A	Capital Project
1.2b	Install new sidewalks on 5 th Ave; and sidewalks on 9 th to the Rod Reid trailhead	Medium	Medium-term	Village	N/A	Capital Project

1.2c	Install new sidewalks on 3 rd Ave between Hwy 16 and Government St	low	Medium-term	Village	N/A	Capital Project
1.2d	Install sidewalks on the south side of Hwy 16 between Francois Lake Dr and Hwy 35	Medium	Medium-term	Village	MOTI	Capital Project
1.2e	Install sidewalks on both sides of Hwy 35 to the bridge, and the northeast side of Pioneer Way between Francois Lake Dr and Hwy 35	Medium	Medium-term	Village	MOTI	Capital Project
1.2f	Install new crosswalks as needed to connect sidewalks	High	Short-term	Village	N/A	Operations and Maintenance
1.2g	Install new crosswalks including signage across Government St at 5 th Ave and across Gilgan Dr at the intersection with Government St and 3 rd Ave	High	Short-term	Village	N/A	Operations and Maintenance
1.2h	Develop a lakeshore boardwalk from Radley Beach to the Village works yard	Low	Long-term	Village	T'sil Kaz Koh FN	Capital Project
1.2i	Investigate options for an improved connection between 8 th Ave and 5 th Ave along Carroll St (the gulley trail)	Low	Long-term	Village	N/A	Capital Project
1.3	Enhance existing trails and develop new trails					
1.3a	Assess condition of Rod Reid trail and perform maintenance	High	Short-term	Village	Rotary Club, RDBN	Operations and Maintenance
1.3b	Implement recommended upgrades to Eveneshen Trail	High	Medium-term	Village	N/A	Capital Project
1.3c	Develop trails in Village Heights as directed by the Village Heights Master Plan	Low	Long-term	Village	N/A	Capital Project
1.4	Improve rural connections					
1.4a	Improve Hwy 16 W rural connection	Low	Long-term	Village	MOTI	Capital Project
1.4b	Improve Highway 16 E rural connection	Low	Long-term	Village	MOTI	Capital Project
1.4c	Improve Highway 35 S rural connection	High	Medium-term	Village	MOTI	Capital Project
1.4d	Improve Gowan Rd rural connection (see 1.1e, 1.2b)	High	Short-term	Village	MOTI	Capital Project

	THEME 2: SAFETY	PRIORITY	TIME FRAME	RESPONSIBILITY		APPROACH
				Primary	Secondary	
2.1	Enhance the street lighting network					
2.1a	Analyse the street lighting network for gaps	High	Short-term	Village	N/A	Operations and Maintenance
2.1b	Analyse feasibility of lighting the Rod Reid trail	Medium	Medium-term	Village	Rotary Club, RDBN	Operations and Maintenance
2.2	Review traffic flows and on-street parking					
2.2a	Conduct traffic studies at identified problem intersections	High	Short-term	Village	MOTI	Capital Project
2.2b	Install intersection upgrades at Gilgan Dr, Government St and 3 rd Ave (i.e. roundabout)	High	Long-term	Village	N/A	Capital Project
2.2c	Install traffic calming devices on 8 th and 5 th Ave	Medium	Long-term	Village	N/A	Capital Project
2.2d	Paint curbs and add signage to no parking areas	High	Short-term	Village	N/A	Operations and Maintenance
2.3	Enhance trail safety					
2.3a	Develop a trail maintenance plan for the Rod Reid and Eveneshen trails	Medium	Long-term	Village	N/A	Capital Project
2.3b	Install fencing, pedestrian posts to limit ATV access to the Rod Reid trail	Medium	Medium-term	Village	N/A	Capital Project
2.3c	Post bear/wildlife warning signs at trailheads	High	Short-term	Village	N/A	Operations and Maintenance
2.4	Develop an infrastructure maintenance plan	Medium	Medium-term	Village	N/A	Operations and Maintenance

THEME 3: COMMUNITY ENJOYMENT	PRIORITY	TIME FRAME	RESPONSIBILITY		APPROACH	
			Primary	Secondary		
3.1	Improve wayfinding					
3.1a	Implement 2016 Sign Strategy	High	Short-term	Village	N/A	Capital Project
3.1b	Install signage along new cycling and pedestrian routes as needed	Medium	Medium-term	Village	N/A	Operations and Maintenance
3.2	Support Active Transportation Initiatives and Programs					
3.2a	Continue support for active programs from the Lakeside Multiplex	High	Short-term	Village	N/A	Operations and Maintenance
3.2b	Offer a bike road safety course to children and youth	High	Short-term	Village	RCMP	Operations and Maintenance



Funding

Funding for active transportation infrastructure and programs comes from a variety of sources including municipal budgets, grant funding, private partnerships and community groups. The provincially funded Active Transportation Infrastructure Grant program has been a major source of funding for recent active transportation projects within the Village. It is important for the Village to remain informed about new grant funding opportunities and actively pursue these opportunities as they arise.

Operations and maintenance projects, along with select high-priority projects, are most likely to require funding from general revenues. The municipal financial plan should incorporate recommendations from the Active Transportation Plan where possible. The Village should also seek to incorporate active transportation infrastructure into other capital projects, such as road upgrades, where appropriate.

Conceptual capital cost estimates (e.g. engineering D Level cost estimates) for each proposed project are not provided in this plan. However, unit cost assumptions are shown in the table below, which can be used to extrapolate project costs.

FACILITY	UNIT COST <small>(includes % for contingency and design)</small>	NOTES
Linear Facilities		
Sidewalk (one side)	\$850 / m	Rate includes curb & gutter
Multi-Use Pathway	\$1,500 / m	
Painted Bicycle Lane	\$1 / m	
Lakefront Boardwalk	\$2,000 / m	
Trail (unpaved)	\$250 / m	
Intersection Treatments		
Marked Crosswalk	\$1,000	Includes painting and signage
Enhanced Crosswalk	\$7,500	Includes lights and controls
Curb Extensions (one side)	\$850	
Amenities		
Benches	\$1,500 to \$2,500	
Planters	\$200	
Washroom (fully serviced)	\$400 / sq ft	
Washroom (not serviced)	\$10,000	
Wayfinding		
Pedestrian Map Panel	\$800	
Pedestrian Kiosk	\$15,000	
Directional Signage	\$250	

NEW ACTIVE TRANSPORTATION FACILITY	LENGTH (KM)	UNIT COST (PER M)	COST ESTIMATE	ESTIMATED MAINTENANCE COST PER KM
Sidewalk (one side)	3.0	\$850	\$9,000,000	\$5,900
Multi-Use Pathway	1.5	\$1,500	\$2,250,000	\$5,900
Painted Bicycle Lane	5.4	\$1	\$5,400	\$5,400
Lakefront Boardwalk	1.0	\$2,000	\$2,000,000	\$9,000
Trail (unpaved)	8.2	\$250	\$2,050,000	\$2,100
TOTAL	19.1	-	\$15,305,400	\$28,300

As summarized in the table above, the total cost to implement all recommended active transportation facilities is approximately \$15,305,400. This total does not include intersection treatments, amenities, or maintenance costs. Estimates for each active transportation facility should be determined through a detailed design process that considers current bylaws and design guidelines.



CLOSING

The new Village of Burns Lake Active Transportation Plan aims to improve access and safety for pedestrians, cyclists, and other non-motorized modes of transportation. The plan includes the creation of new bike lanes, pedestrian crossings, and multi-use trails. Additionally, it proposes the implementation of traffic calming measures to reduce vehicle speeds and increase safety. By establishing a vision and goals supported by an implementation guide, this plan will promote a healthier and more sustainable community.

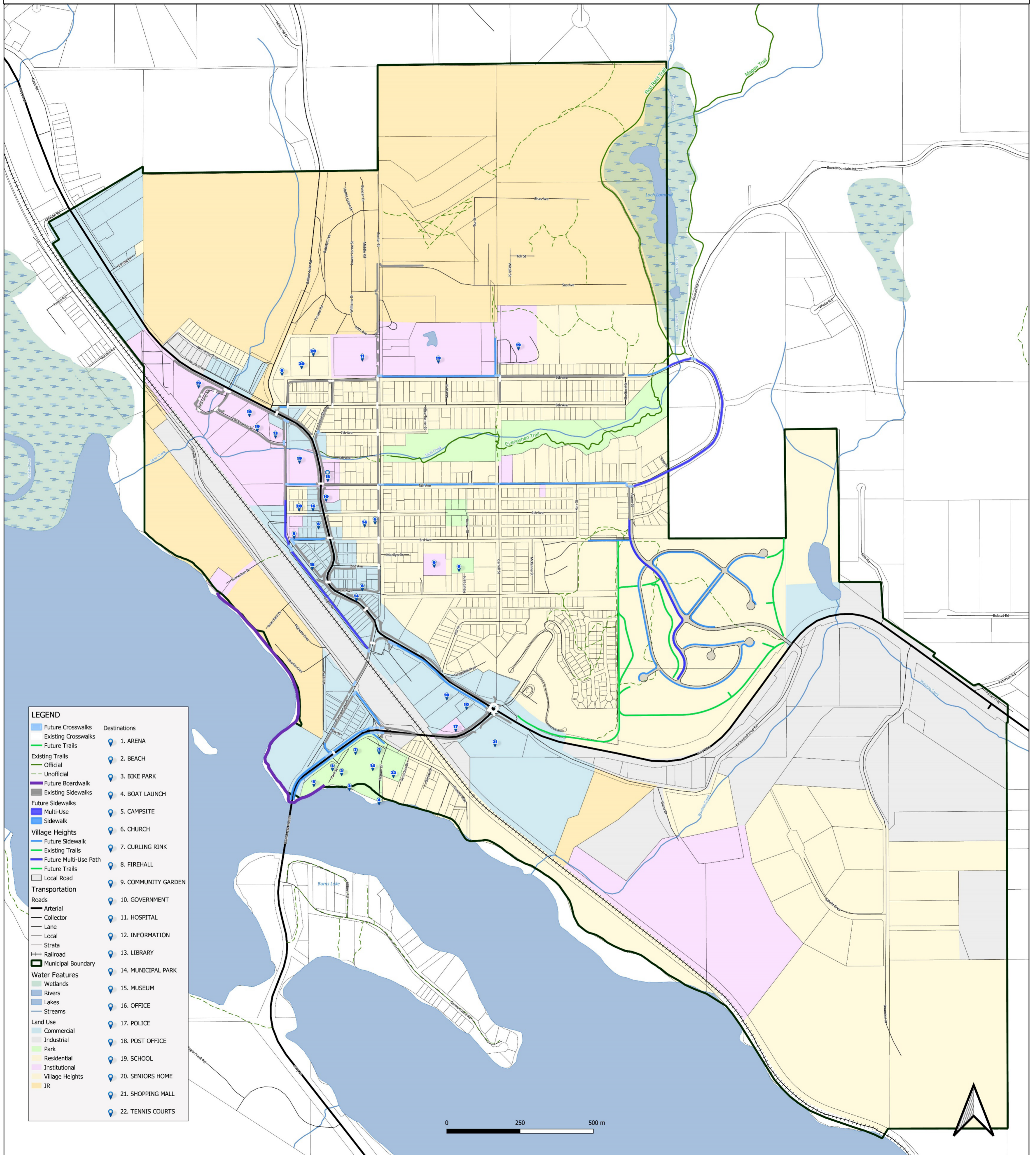
Developed through community collaboration, the plan creates a strategy to improve and promote local active transportation and guide the future of active transportation within the community for the next 15-20 years. The combination of infrastructure upgrades and support for community programs will encourage residents and visitors to choose active transportation as a safe and practical option. The new ATP aims to improve connectivity, safety and community enjoyment of active transportation within Burns Lake.





Village of Burns Lake Active Transportation Plan 2023

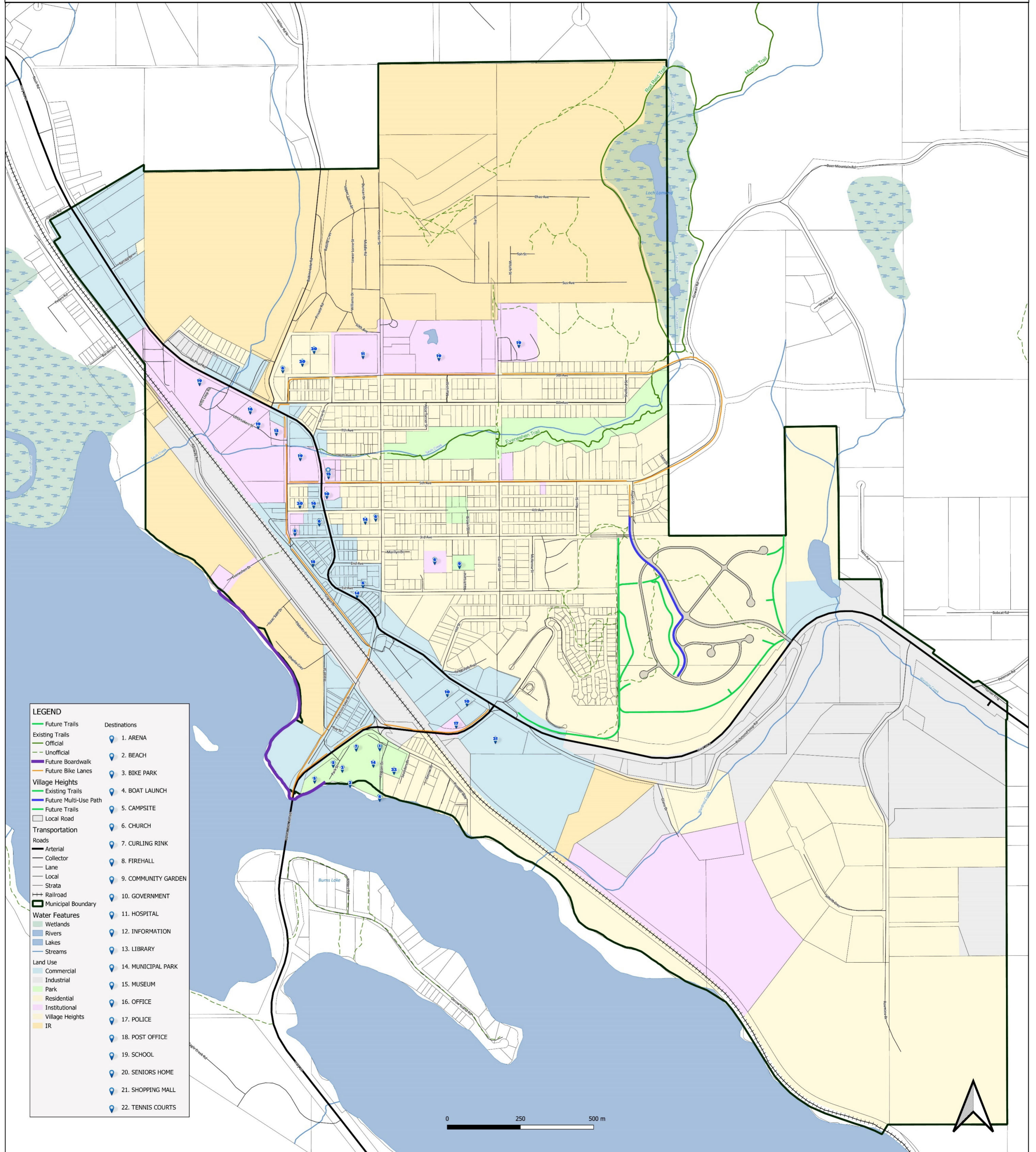
Future Pedestrian Network





Village of Burns Lake Active Transportation Plan 2023

Future Cycling Network





Village of Burns Lake

Active Transportation Plan 2023: Community Consultation Summary





Regional District of Bulkley-Nechako Board of Directors

To: Chair and Board
From: John Illes, Chief Financial Officer
Date: July 13, 2023
Subject: **Chinook Community Society Bylaw Update**

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

That the Board, as one of the two members of the Chinook Community Society, recommend to the Society's board that the bylaws be updated as recommended.

BACKGROUND

The Chinook Community Society is a community foundation with only two corporate members – the Village of Burns Lake and Regional District (representing Electoral Areas “B” and “E”). This registered charity was formed to manage the dividends received from the Chinook Community Forest and to create a permanent financial legacy for all those living in the “Lakes District”.

At its initial inception over ten years ago it was assumed that staff would be appointed to the board for a period of five years after legal incorporation to fully establish the operations of the society and then volunteers would take over the society's operation. With the increased administrative work required to manage a society and a charity in Canada and the legal burden placed on volunteer directors, this memo recommends that the directors of the society remain staff from the Village of Burns Lake or the Regional District who are indemnified by virtue of their position and through their local government's liability insurance.

As part of the original incorporation of the society, the volunteer board of directors was to also be an independent grant committee. However, if staff are to continue as the board of directors, to avoid any possibility of conflict of interest in granting funds to community members, a grant committee is to be formed of interested community volunteers independent of Local Government Elected Officials and Staff.

Grants to registered charities in the Lakes District are expected to start in 2025 with a total granting budget of \$5,000 per year.

Attachment: Proposed Society Bylaws (Changes highlighted in yellow).

**BYLAWS OF
CHINOOK COMMUNITY SOCIETY**
(the "**Society**")

PART 1 – INTERPRETATION

- 1.1. In these Bylaws, unless the context otherwise requires:
- “Act”** means the *Societies Act* of British Columbia as amended from time to time;
- “Board of Directors”** means the directors of the Society;
- “Bylaws”** means these Bylaws as altered from time to time.
- 1.2. The definitions in the Act apply to these Bylaws.
- 1.3. If there is a conflict between these Bylaws and the Act or the regulations under the Act, the Act or the regulations, as the case may be, prevail.
- 1.4. The Society shall have perpetual succession and has the power to acquire by purchase, gifts, devise, bequest, trust agreement, contract or otherwise, real and personal property within and without the province, and may hold, sell, dispose of, exchange, mortgage, lease, let, improve, and develop any such property, and without restricting the generality of the foregoing, may acquire in any way or ways real and personal property for the purpose of funding the purposes of the Society and deal with any and all such property as is empowered by this Bylaw.
- 1.5. The directors may, in their sole and absolute discretion, refuse to accept any bequests, trusts, funds or property.
- 1.6. The geographic area served by the Chinook Community Society shall be within the municipal boundaries of the Village of Burns Lake and within the boundaries of Electoral Areas B and E of the Regional District of Bulkley-Nechako, both in the Province of British Columbia.

PART 2 – MEMBERS

Membership

- 2.1 The members of the Society shall be comprised of
- (a) the Village of Burns Lake;
 - (b) the Regional District of Bulkley-Nechako.

Member Representatives

- 2.2 For the purpose of a meeting of the members, each member shall be represented by an individual who shall be appointed by that member (the "Member Representative") and the individual Member Representative may or may not be that member's director or councilor.
- 2.3 A Member Representative is entitled to speak and vote, and in all other respects exercise the rights of a member, and that Member Representative shall be reckoned as a member for all purposes with respect to a meeting of the Society.

Duties of members

- 2.4 Every member and every Member Representative must uphold the constitution of the Society and must comply with these Bylaws.

Member Resignation

- 2.5 A person shall cease to be a member of the Society
- (a) by delivering a resignation in writing to the Secretary of the Society or by mailing or delivering it to the address of the Society; or
 - (b) on death, or in the case of a corporation, on dissolution;
- 2.6 In the event that one or more members ceases to be a member under Bylaw 2.5, the Society shall dissolve.
- 2.7 Upon the winding up or dissolution of the Society, the funds and property remaining after the payment of all costs, charges and expenses properly incurred in the winding up or dissolution including the remuneration of a liquidator, and after payment to employees of the Society of any arrears of salaries or wages, and after payment of any debts of the Society, shall be distributed to such charities, registered under the provisions of the Income Tax Act (Canada), R.S.C. 1985, c.1 (5th Supp.) or such "qualified donees" allowed under the Income Tax Act (Canada) which are charitable at law, as shall be designated by the Board of Directors."

PART 3 – GENERAL MEETINGS OF MEMBERS

First Annual General Meeting

- 3.1 The first Annual General Meeting of the Society shall be held not more than 6 months after the date of incorporation and after that an Annual General Meeting shall be held at least once in every calendar year.

Time and place of general meeting

- 3.2 A general meeting must be held at the time and place the Board of Directors, or the Members by unanimous written resolution, determine.

Annual General Meeting deemed to be held

- 3.3 An Annual General Meeting is deemed to have been held if:
- (a) the matters that must, under the *Societies Act* or the Bylaws, be dealt with at that meeting, including the presentation of the financial statements and auditor's report, if any, to the Members are dealt with in a resolution; and
 - (b) all of the Members consent in writing to the resolution on or before the date by which the Annual General Meeting must be held.

Calling a general meeting

- 3.4 The Board of Directors, may, at any time, call a general meeting.
- 3.5 The Board of Directors must, on receiving a written request signed by any of the members, call a general meeting.
- 3.6 Notice of a general meeting shall specify the place, day and hour of meeting and in case of business other than ordinary business, the general nature of that business.
- 3.7 At a general meeting, the following business is ordinary business:
- (a) adoption of rules of order;
 - (b) consideration of any financial statements of the Society presented to the meeting;
 - (c) consideration of the reports, if any, of the directors or auditor;
 - (d) election or appointment of directors;
 - (e) appointment of an auditor, if any;
 - (f) business arising out of a report of the directors not requiring the passing of a special resolution.
- 3.8 The accidental omission to give notice of a meeting to, or the non-receipt of a notice by, any of the members entitled to receive notice does not invalidate proceedings at that meeting.

Attendance at a general meeting

- 3.9 A Member Representative may participate in a meeting of the Member Representatives by means of conference telephone or other communications facility by means of which all the Member Representatives participating in the meeting can communicate with each other. A Member Representative participating in a meeting in accordance with this Bylaw shall be deemed to be present at the meeting and shall be counted in the quorum therefore and be entitled to communicate, speak and vote at the meeting.

Notice of special business

- 3.10 A notice of a general meeting must state the nature of any business, other than ordinary business, to be transacted at the meeting in sufficient detail to permit a member receiving the notice to form a reasoned judgment concerning that business.

Chair of general meeting

- 3.11 The following individual is entitled to preside as the chair of a general meeting:
- (a) the individual, if any, appointed by the Board of Directors to preside as the chair;
 - (b) if the Board of Directors has not appointed an individual to preside as the chair or the individual appointed by the Board of Directors is unable to preside as the chair,
 - (i) the president,
 - (ii) the vice-president, if the president is unable to preside as the chair, or
 - (iii) one of the other directors present at the meeting, if both the president and vice-president are unable to preside as the chair.

Alternate chair of general meeting

- 3.12 If there is no individual entitled under these Bylaws who is able to preside as the chair of a general meeting within 15 minutes from the time set for holding the meeting, the members who are present must elect an individual present at the meeting to preside as the chair.

Quorum required

- 3.13 Business, other than the election of the chair of the meeting and the adjournment or termination of the meeting, must not be transacted at a general meeting unless a quorum of members is present.

Quorum for general meetings

- 3.14 The quorum for the transaction of business at a general meeting is all of the members, represented by their respective Member Representative.

Lack of quorum at commencement of meeting

- 3.15 If, within 30 minutes from the time set for holding a general meeting, a quorum of members is not present,
- (a) in the case of a meeting convened on the requisition of members, the meeting is terminated, and
 - (b) in any other case, the meeting stands adjourned to the same day in the next week, at the same time and place, and if, at the continuation of the adjourned meeting, a quorum is not present within 30 minutes from the time set for holding the

continuation of the adjourned meeting, the meeting shall be terminated and a new meeting scheduled.

If quorum ceases to be present

- 3.16 If, at any time during a general meeting, there ceases to be a quorum of members present, business then in progress must be suspended until there is a quorum present or until the meeting is adjourned or terminated.

Adjournments by chair

- 3.17 The chair of a general meeting may, or, if so directed by the members at the meeting, must, adjourn the meeting from time to time and from place to place, but no business may be transacted at the continuation of the adjourned meeting other than business left unfinished at the adjourned meeting.

Notice of continuation of adjourned general meeting

- 3.18 It is not necessary to give notice of a continuation of an adjourned general meeting or of the business to be transacted at a continuation of an adjourned general meeting except that, when a general meeting is adjourned for 30 days or more, notice of the continuation of the adjourned meeting must be given.

Order of business at general meeting

- 3.19 The order of business at a general meeting is as follows:
- (a) elect an individual to chair the meeting, if necessary;
 - (b) determine that there is a quorum;
 - (c) approve the agenda;
 - (d) approve the minutes from the last general meeting;
 - (e) deal with unfinished business from the last general meeting;
 - (f) if the meeting is an annual general meeting,
 - (i) receive the directors' report on the financial statements of the Society for the previous financial year, and the auditor's report, if any, on those statements,
 - (ii) receive any other reports of directors' activities and decisions since the previous annual general meeting,
 - (iii) elect or appoint directors, and
 - (iv) appoint an auditor, if any;
 - (g) deal with new business, including any matters about which notice has been given to the members in the notice of meeting;

- (h) terminate the meeting.

Methods of voting

- 3.20 At a general meeting, voting must be by a show of hands, an oral vote or another method that adequately discloses the intention of the members.

Announcement of result

- 3.21 The chair of a general meeting must announce the outcome of each vote and that outcome must be recorded in the minutes of the meeting.

Proxy voting not permitted

- 3.22 Voting by proxy is not permitted.

Matters decided at general meeting by ordinary resolution

- 3.23 A matter to be decided at a general meeting must be decided by ordinary resolution unless the matter is required by the Act or these Bylaws to be decided by special resolution or by another resolution having a higher voting threshold than the threshold for an ordinary resolution.

Resolutions at general meetings

- 3.24 No resolution proposed at a general meeting need be seconded and the chair of a meeting may move or propose a resolution.
- 3.25 At a general meeting where a Member Representative is presiding as chair, in case of an equality of votes, the chair shall not have a casting or second vote in addition to the vote to which he or she may be entitled as a Member Representative, and the proposed resolution shall not pass.
- 3.26 Unless the **Societies Act** or these Bylaws otherwise provide, an action to be taken by resolution of the Members may be taken by ordinary resolution.
- 3.27 A notice may be given to a member, either personally, by mail, or by electronic mail to the Member at the member's registered address.
- 3.28 A notice sent by mail is deemed to have been given on the second day following the day on which the notice is posted, and in proving that notice has been given, it is sufficient to prove the notice was properly addressed and put in a Canadian post office receptacle.
- 3.29 Notice of a general meeting must be given to every member shown on the Register of Members on the day notice is given.
- 3.30 No other person is entitled to receive a notice of a general meeting.

PART 4 – DIRECTORS

Number of directors on Board of Directors

4.1 The Society must have 6 directors.

Election or appointment of directors

- 4.2 (a) The Village of Burns Lake shall appoint 2 directors to the Board of Directors; and
- (b) The Regional District of Bulkley Nechako Electoral Area B shall appoint 2 directors to the Board of Directors.
- (c) The Regional District of Bulkley Nechako Electoral Area E shall appoint 2 directors to the Board of Directors.
- 4.3 Directors are appointed to serve a term of up to four (4) consecutive years.
- 4.4 Directors may serve more than one (1) term as a Director provided they are not consecutive terms which for this purpose means the terms be separated by at least one year.
- 4.5 An act or proceeding of the Board of Directors is not invalid merely because there are fewer than the prescribed numbers of directors in office.
- 4.6 An appointee cannot be a director unless
- (a) the person is qualified to be a director under the **Societies Act**; and
- (b) the individual consents in writing to be a director; or
- (c) the individual is present at the meeting where the nomination is accepted or the appointment is made and the individual does not refuse, at the meeting, to be a director.

~~4.7 An appointee is not qualified to be a director if he or she is:~~

- ~~(a) a local government elected official; or~~
- ~~(b) a local government employee if appointed five years after the Society's date of incorporation.~~

4.8 A director who ceases to be qualified to act as a director must promptly resign.

Resigning or ceasing to be a director

- 4.9 A member may remove a director who that member appointed before the expiration of that director's term as director.
- 4.10 A director may resign by submitting written notice to the Board of Directors indicating the effective date of the resignation.

- 4.11 If a director resigns or otherwise ceases to be a director, the member who appointed that director will, within 30 days of the resignation or cessation, appoint a new person to complete the remainder of the term of the former director and that person becomes a director upon being appointed, subject to the requirements in Bylaws 4.6 and 4.7.

Exercise of powers

- 4.12 Subject to Bylaw 4.14, the Board of Directors may exercise all the powers and do all the acts and things that the Society may exercise and do, and which are not by these Bylaws or by statute or otherwise lawfully directed or required to be exercised or done by the Society in a general meeting, but subject, nevertheless to,
- (a) all laws affecting the Society;
 - (b) these Bylaws; and
 - (c) rules, consistent with these Bylaws, which are made from time to time by the Society in a general meeting.
- 4.13 No rule, made by the Society in a general meeting, invalidates a prior act of the Board of Directors that would have been valid if that rule had not been made.
- 4.14 During the 30-day period referenced in Bylaw 4.11, or such shorter period before a member appoints a replacement director under Bylaw, the Board of Directors may not vote on any matter.
- 4.15 If after the 30-day period referenced in Bylaw 4.11, a director vacancy remains unfilled, the Board of Directors shall carry on with the conduct of the Society's business as though the vacancy did not exist.

Borrowing

- 4.16 The directors may from time to time on behalf of the Society, with the prior approval of the members granted by an ordinary resolution, borrow money in such manner and amount, on such security, from such sources and upon such terms and conditions as they determine appropriate to further the purposes of the Society, subject to the Act.

PART 5 – DIRECTORS' MEETINGS

Calling directors' meeting

- 5.1 A directors' meeting may be called by the president or by any 2 other directors.
- 5.2 The president must convene a meeting of the Board of Directors within 30 days of receipt of notice from the members that the members have received a distribution of profits from the Chinook Comfor Limited Partnership.

Notice of directors' meeting

- 5.3 At least 2 days' notice of a directors' meeting must be given unless all the directors agree to a shorter notice period.

Proceedings valid despite omission to give notice

- 5.4 The accidental omission to give notice of a directors' meeting to a director, or the non-receipt of a notice by a director, does not invalidate proceedings at the meeting.

Conduct of directors' meetings

- 5.5 The directors may regulate their meetings and proceedings as they think fit.

Quorum of directors

- 5.6 The quorum for the transaction of business at a directors' meeting is a majority of the directors provided that at least one of the directors appointed by each of the RDBN Electoral Areas B and E and the Village of Burns Lake is present.

Proceedings of directors

- 5.7 A director may participate in a meeting of the Board of Directors by means of conference telephone or other communications facility by means of which all the directors participating in the meeting can communicate with each other. A director participating in a meeting in accordance with this Bylaw shall be deemed to be present at the meeting and shall be counted in the quorum therefore and be entitled to speak, communicate and vote at the meeting.
- 5.8 For a first meeting of the Board of Directors held immediately following the appointment of a director or directors at an Annual or other general meeting of Members, or for a meeting of the Board of Directors at which a director is appointed to fill a vacancy in the Board of Directors, it is not necessary to give notice of the meeting to the newly elected or appointed director or directors for the meeting to be constituted, if a quorum of the directors is present.
- 5.9 Questions arising at a meeting of the Board of Directors shall be decided by a majority of votes.
- 5.10 In the case of an equality of votes the chair does not have a second or casting vote.
- 5.11 A resolution proposed at a meeting of the Board of Directors must be seconded and the chair of a meeting may move, propose or second a resolution.
- 5.12 A resolution in writing, signed by all of the Board of Directors and placed with the minutes of the Board of Directors is as valid and effective as if regularly passed at a meeting of directors.

PART 6 – BOARD POSITIONS

Election or appointment to Board of Directors positions

- 6.1 Directors must be elected or appointed to the following Board of Directors positions, and a director, other than the president, may hold more than one position:
- (a) president;
 - (b) vice-president;
 - (c) secretary;
 - (d) treasurer.

Directors at large

- 6.2 Directors who are elected or appointed to positions on the Board of Directors in addition to the positions described in these Bylaws are elected or appointed as directors at large.

Role of president

- 6.3 The president is the chair of the Board of Directors and is responsible for supervising the other directors in the execution of their duties.

Role of vice-president

- 6.4 The vice-president is the vice-chair of the Board of Directors and is responsible for carrying out the duties of the president if the president is unable to act.

Role of secretary

- 6.5 The secretary is responsible for doing, or making the necessary arrangements for, the following:
- (a) issuing notices of general meetings and directors' meetings;
 - (b) taking minutes of general meetings and directors' meetings;
 - (c) keeping the records of the Society in accordance with the Act;
 - (d) conducting the correspondence of the Society;
 - (e) filing the annual report of the Society and making any other filings with the registrar under the Act.

Absence of secretary from meeting

- 6.6 In the absence of the secretary from a meeting, the Board of Directors must appoint another individual to act as secretary at the meeting.

Role of treasurer

- 6.7 The treasurer is responsible for doing, or making the necessary arrangements for, the following:
- (a) receiving and banking monies collected from the members or other sources;
 - (b) keeping accounting records in respect of the Society's financial transactions;
 - (c) preparing the Society's financial statements;
 - (d) making the Society's filings respecting taxes.

PART 7 – REMUNERATION OF DIRECTORS AND SIGNING AUTHORITY

Remuneration of directors

- 7.1 These Bylaws do not permit the Society to pay to a director remuneration for being a director, but the Society may, subject to the Act, pay remuneration to a director for services provided by the director to the Society in another capacity.
- 7.2 A director must be reimbursed for all expenses necessarily and reasonably incurred by the director while engaged in the affairs of the Society.

Signing authority

- 7.3 A contract or other record to be signed by the Society must be signed on behalf of the Society
- (a) by the president, together with one other director,
 - (b) if the president is unable to provide a signature, by the vice-president together with one other director,
 - (c) if the president and vice-president are both unable to provide signatures, by any 2 other directors, or
 - (d) in any case, by one or more individuals authorized by the Board of Directors to sign the record on behalf of the Society.

PART 8 – GRANT REQUESTS

Eligible Recipients and Expenses

- 8.1 Community organizations that are registered charities or are qualified donees (defined in subsection 149.1(1) of the Income Tax Act [Canada]) and operate within the Village of Burns Lake or within the boundaries of Regional District of Bulkley Nechako Electoral Areas B and E are eligible to apply for grant funding.
- 8.2 Individuals and for-profit businesses are not eligible to receive funds from the Society.

- 8.3 The services provided by community organizations receiving a grant from the Society must be available to the entire community.

Ineligible Expenditures

- 8.4 **The Society will not grant funds where the funds granted are to be used for any of the following community organization's expenses or purposes:**

- (a) usual operational or core expenditures,
- (b) expenses incurred prior to the approval of the grant
- (c) operational deficits, debt repayment or mortgage payments
- (d) for the establishment of an endowment;
- (e) sectarian, religious or political purposes;
- (f) services that are not provided primarily and exclusively within the boundaries of the geographic area described in Bylaw 1.6.

No Profit to Members

- 8.5 The activities of the Society will be carried on without purpose of gain for its members and any income, profits or other accretions to the Society will be used in promoting the purposes of the Society.

Grant Committee

- 8.6 The Grant Committee must contain a minimum of 5 and a maximum of 11 representatives of the community that reside within the boundaries of the geographic area described in Bylaw 1.6. Appointments to the Grant Committee are made by the Society's members described in Bylaw 2.1.

- 8.7 A member of the grant committee must not be the spouse, brother, sister, son, daughter, mother or father of another grant committee member. Further, a grant committee member must not be an Elected Official or a staff member of the Regional District of Bulkley-Nechako or the Village of Burns Lake.

- 8.8 Members of the Grant Committee must excuse themselves from the discussion and voting on the provision of a grant when: the grant committee member or the committee member's spouse is an employee of that organization applying for the grant, or the grant committee member or a grant member's spouse is a director, board member, or councilor of that organization (if that organization is a society or charity or other organization).

- 8.9 All grants provided by the Society must be approved by the Grant Committee.

R

CITY OF SURREY

OFFICE OF THE MAYOR

July 4, 2023

Mayor and Council
Burns Lake (Village)
Box 570,
Burns Lake, BC V0J 1E0

By email: village@burnslake.ca

Dear Mayor and Council,

It is important for local governments to know the impact of the Surrey Police Transition on your city, town or regional district, should it go ahead.

As you may know, Surrey Council voted to keep the RCMP as the police of jurisdiction (POJ). We communicated our decision to the Solicitor General (SG) who, continued to "recommend" that the city stay with the transition to the Surrey Police Service (SPS), but asked that the City choose between two options,

- 1) To continue the transition to the SPS with no evaluation of the SPS model.
- 2) To stay with the RCMP as the POJ with conditions.

The Premier, the SG and the Ministry's report recognize that it is the role of municipalities to choose their policing model. The SGs' authority under the Act is a safety net if the "adequate and effective" policing standard is not met. It does not grant the SG the authority to impose hundreds of millions of dollars' worth of costs into the municipal budget on a political whim.

I am writing to you today for two reasons.

Firstly, is to express my deep concern for the statements made by the provincial government and the Solicitor General suggesting that should Surrey remain with the RCMP would create a public safety crisis; this is not truthful.

In fact, the ministry's own report states "It is not based on a failure by police to deliver adequate and effective policing nor a failure in public safety. Quite the opposite is true, front-line officers in the SPS and the RCMP are working hard to serve those who reside in and visit Surrey". It went on to say "This Director's Report is not a comparative assessment of the two police models. It is also not intended to provide a comprehensive assessment of the impacts of continuing with the current police transition to the SPS."

This interference should have significant concern to local government if the SG establishes a precedent of indiscriminately imposing massive costs onto municipal government with no rationale other than vaguely referencing public safety concerns.



BRENDA LOCKE
MAYOR

MAYOR@SURREY.CA

604.591.4126



Adequate and effective policing is in place in our city and our province, and for the Premier and the Solicitor General to infer there is a public safety crisis is not supported by data.

The central fear articulated by the premier and SG is the sudden dissolution of the SPS may lead to a walk out. The SPS Board has provided assurances that the SPS officers will remain on duty. Because the SPS Board reports to the province (not the city), they will take its instructions from the Ministry of the Solicitor General and Public Safety. One simple mandate letter from the province would remove the only concern for this public safety threat.

On the other hand, approving the SPS would create massive pressure on policing in the province, which would not exist if we remained with the RCMP. The only police training facility in the province, the JIBC, was past its capacity to meet the needs of municipal policing in BC even before the SPS was established. It is also important to recognize that police officer training at the JIBC has been under scrutiny. In order to properly address the police training needs in British Columbia would require expanding the JIBC. To date, the provincial budget has not addressed this expensive and time-consuming need. Waiting years for the JIBC training to fill the SPS cadet requirement will not only cost Surrey millions in time delays, but it will also impact other municipal police forces who cannot get seats at the JIBC.

Therefore, the only other route to full capacity for the SPS is hiring experienced police officers from your communities as they have done to date.

If the SG were to impose the SPS on Surrey, I would strongly recommend you communicate directly to the SG that you expect him to impose the same "public safety" restrictions on the SPS hiring from LMD communities as he has placed on the RCMP.

Secondly, and perhaps more important to local governments, is the financial and human resource impact that continuing with the Surrey Police Transition will have on every city, town, transit police and regional district in the province.

The SG's plan to move forward with the SPS will cost you financially if you are currently an RCMP jurisdiction. As RCMP divisional administrative costs are shared costs among all RCMP jurisdictions, so far it is estimated that because of the size of the Surrey detachment, your policing costs will increase by up to 7%.

If you are served by a municipal police force, it is important to know that the provincially appointed Surrey Police Board signed the richest collective agreement in Canada. This agreement will likely impact all future municipal police board negotiations.

The Surrey RCMP requires approx. 170 officers to return to full complement. Over 80 SPS officers have expressed interest in making this move according to the Officer in Charge. Further, the RCMP has stated that they can and will accommodate the human resource needs, not only to Surrey, but throughout the region, with the new recruiting and experienced officer programs.

In contrast, the Surrey Police Service (SPS) requires over 400 additional officers beyond those hired to date, to get to full strength. Although the province recognized the scope of the Surrey police transition from the beginning, they did not increase the funding to the Justice Institute of British Columbia (JIBC) in order to accommodate the officer training needed. The reality is that, just as the SPS has done to date, the vast majority of the SPS hires will come by recruiting from the RCMP, TransLink and other municipal forces throughout the province.



In closing,

My concern is the duplicity of the provincial government on this matter. The Ministry report and SG explicitly stated that we had two choices - to remain with the RCMP or the SPS - and conditions to meet with either option.

Based on the facts we examined, we chose the RCMP - with a more significant majority of council than we had originally - and we have committed to meeting the binding conditions.

The SGs' response is to move the goalposts and claim the need to review the plan and potentially overturn the council decision. I have offered to work with the province to ensure the requirements are met, and the province refuses to acknowledge the offer.

As local government leaders, we need to stand up for our authority under the Police Act. Like with your municipality, Surrey Council knows our community best. We cannot allow a "manufactured crisis" to drive a significant and costly public safety decision that will impact generations to come.

Please do not hesitate to contact me if you have any questions, I look forward to hearing from you.

Sincerely,



Brenda Locke
Mayor



FOUNDRY SOCCER CAMP



31

Youth participants

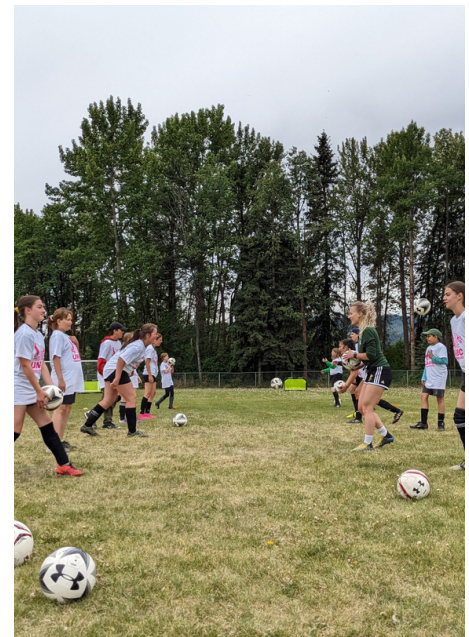
4

Prize winners

7

Volunteers

Morgan Holyk and Brityn Hinsche from the UNBC Timberwolves Women's Soccer Team led the camp in Burns Lake on June 10, 2023. They were joined by life-long coach, Carmen Holyk. The free camp was open to youth grades 5-9 from Burns Lake and the surrounding area. More than 36 youth registered for camp! Attendees practiced a variety of soccer skills, including blocking the ball, kicking, footwork, passing, shooting, and safe warm up and cool down.



Thank you to ISPARC, the UNBC Timberwolves, and School District 91 for making this camp possible!



ISPARC

Indigenous Sport,
Physical Activity & Recreation Council





Youth arrived early, full of energy, and ready to engage in camp activities! Youth were eager to learn new skills and develop existing ones through drills and games. Camp started at 9:30, we took an hour lunch break to enjoy our Subway lunch which was provided by ISPARC, and resumed practice until 3:30. At the end of the day, we thanked the coaches for their time, awarded prizes, and gave all attendees a gift bag.



The purpose of the camp was to encourage healthy active lifestyles, and promote moving our bodies as one of the many ways we can take care of our health and wellness. The coaches also talked to youth about what life after high school can look like as a varsity athlete!

Contact: Foundry@csfs.org

Participants enjoyed free lunch, snacks, and water, and each left with a gift bag and a T-shirt provided by UNBC Timberwolves Athletics. Thank you again to ISPARC, UNBC Timberwolves Athletics, and CSFS Youth Services for making camps like this possible!



VILLAGE OF BURNS LAKE
Cheque Register-Summary-Bank



AP5090

Date : Jul 14, 2023

Page : 1

Time : 9:22 am

Supplier : 083010 To ZOO10
 Pay Date : 23-Jun-2023 To 14-Jul-2023
 Bank : 0099 - CASH CLEARING/SUSPENSE "BANK" To 9 - CA

Seq : Cheque No. Status : All
 Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
3897	03-Jul-2023	EM030	MARTENS, ERIN	Issued	290	M	100.00
3898	01-Jul-2023	THO060	THORKELSON, PHYLLIS	Issued	312	M	2,310.00
38784	05-Jul-2023	CRS010	CANADIAN RECREATION SOLUTIONS INC.	Issued	298	C	224,608.13
38785	14-Jul-2023	095010	0957661 BC LTD	Issued	328	C	370.46
38786	14-Jul-2023	AND014	WOLD, ANDREA	Issued	328	C	1,680.00
38787	14-Jul-2023	ARC020	ARCADE PARTY RENTALS	Issued	328	C	309.75
38788	14-Jul-2023	BAA010	BLACK ARMOUR ASPHALT PRODUCTS INC.	Issued	328	C	3,890.88
38789	14-Jul-2023	BKV010	B.K.V. ENTERPRISES	Issued	328	C	262.50
38790	14-Jul-2023	BLA010	BURNS LAKE AUTOMOTIVE SUPPLY LTD	Issued	328	C	369.07
38791	14-Jul-2023	BLA050	BLACK PRESS GROUP LTD	Issued	328	C	2,718.01
38792	14-Jul-2023	BLH010	BURNS LAKE HARDWARE & GARAGE LTD	Issued	328	C	1,388.29
38793	14-Jul-2023	BLH010	BURNS LAKE HARDWARE & GARAGE LTD	Issued	328	C	566.18
38794	14-Jul-2023	BLH010	BURNS LAKE HARDWARE & GARAGE LTD	Issued	328	C	482.62
38795	14-Jul-2023	BUC010	BUCK CREEK ENTERPRISES dba Buck Creek F	Issued	328	C	98.98
38796	14-Jul-2023	BUR016	BURNS LAKE NATIVE DEVELOPMENT CORP	Issued	328	C	525.00
38797	14-Jul-2023	CLL010	CIVIC LEGAL LLP	Issued	328	C	6,445.97
38798	14-Jul-2023	CNC010	COLLEGE OF NEW CALEDONIA	Issued	328	C	1,890.00
38799	14-Jul-2023	CNR020	CANADIAN NATIONAL RAILWAY CO	Issued	328	C	979.50
38800	14-Jul-2023	COR16	CORRIDOR 16 GRAPHICS & SIGNS	Issued	328	C	369.49
38801	14-Jul-2023	CUP010	C.U.P.E.	Issued	328	C	1,016.39
38802	14-Jul-2023	DEC010	DE CHAMPLAIN, CLAUDE	Issued	328	C	189.00
38803	14-Jul-2023	DLL010	DE LAGE LANDEN FINANCIAL SERVICES CAN	Issued	328	C	388.64
38804	14-Jul-2023	EM030	MARTENS, ERIN	Issued	328	C	279.15
38805	14-Jul-2023	EOC010	ENVIRONMENTAL OPERATORS CERTIFICATI	Issued	328	C	315.00
38806	14-Jul-2023	FES010	FLOWPOINT ENVIRONMENTAL SYSTEMS LP	Issued	328	C	76.65
38807	14-Jul-2023	FLI020	FLINTSTONE CONCRETE LTD	Issued	328	C	1,231.67
38808	14-Jul-2023	FRE010	FRED SURRIDGE LTD.	Issued	328	C	431.18
38809	14-Jul-2023	GLE500	GLENN'S BOBCAT SERVICE	Issued	328	C	6,583.50
38810	14-Jul-2023	GVP011	GOOD VIBRATIONS PRODUCTIONS	Issued	328	C	11,550.00
38811	14-Jul-2023	HGC001	HONEYSUCKLE GARDEN CENTRE	Issued	328	C	1,779.68
38812	14-Jul-2023	IND010	INDUSTRIAL TRANSFORMERS	Issued	328	C	342.72
38813	14-Jul-2023	IOR010	INTERIOR OFFROAD	Issued	328	C	4,412.97
38814	14-Jul-2023	JET020	JET CONTROLS	Issued	328	C	3,143.98
38815	14-Jul-2023	KAL010	KAL TIRE	Issued	328	C	999.31
38816	14-Jul-2023	KCL010	KODE CONTRACTING LTD.	Issued	328	C	2,534.92
38817	14-Jul-2023	KEN060	KEN DYCK CONSTRUCTION	Issued	328	C	1,008.00
38818	14-Jul-2023	KIN040	KINGSCOTE, MITCHELL	Issued	328	C	300.00
38819	14-Jul-2023	KRA010	KRAUSE, ROBERT	Issued	328	C	482.00
38820	14-Jul-2023	KWL010	KEVIN WHITE LOCKSMITHING	Issued	328	C	105.75
38821	14-Jul-2023	LDF030	LDFC PRINTING AND STATIONERY	Issued	328	C	846.00
38822	14-Jul-2023	LEE030	LEES + ASSOCIATES CONSULTING LTD	Issued	328	C	8,786.72
38823	14-Jul-2023	MAR013	MARTENS, SHARLA	Issued	328	C	300.00
38824	14-Jul-2023	MAR200	MARTENS, BRUCE	Issued	328	C	739.15
38825	14-Jul-2023	MOF010	MINISTER OF FINANCE	Issued	328	C	442.92
38826	14-Jul-2023	MOO040	MOORE, AMUND	Issued	328	C	5.00
38827	14-Jul-2023	NPH010	NORTHERN PLUMBING & HEATING SOLUTION	Issued	328	C	525.00
38828	14-Jul-2023	OKT020	OK TIRE 1118662 BC LTD	Issued	328	C	526.45
38829	14-Jul-2023	OUT010	BURNS LAKE OUTDOOR ADVENTURES LTD	Issued	328	C	48.16
38830	14-Jul-2023	OWT010	PATTISON FOOD GROUP	Issued	328	C	344.04
38831	14-Jul-2023	PATT020	PATTERSON, DANIELLE B	Issued	328	C	500.00
38832	14-Jul-2023	PNC010	AMY WAINWRIGHT	Issued	328	C	2,772.00
38833	14-Jul-2023	PRO070	PROTELEC SECURITY + SAFETY LTD.	Issued	328	C	66.15
38834	14-Jul-2023	PT00000139	BROWN, JOHN R AND BROWN, BARBARA A	Issued	328	C	1,045.00
38835	14-Jul-2023	PT00000140	MICHELL, FABIAN J AND DAWSON, VERNA C	Issued	328	C	1,206.30

VILLAGE OF BURNS LAKE
Cheque Register-Summary-Bank



AP5090

Date : Jul 14, 2023

Page : 2

Time : 9:22 am

Supplier : 083010 To ZOO10
 Pay Date : 23-Jun-2023 To 14-Jul-2023
 Bank : 0099 - CASH CLEARING/SUSPENSE "BANK" To 9 - CA

Seq : Cheque No. Status : All
 Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
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38836	14-Jul-2023	PUB030	PSD CITYWIDE INC	Issued	328	C	9,773.70
38837	14-Jul-2023	RCL010	ROYAL CANADIAN LEGION BURNSLAKE & DI	Issued	328	C	250.00
38838	14-Jul-2023	SAP010	SAPACH, DANIELLE	Issued	328	C	100.00
38839	14-Jul-2023	SENS010	SENSEINIG, KENDALL	Issued	328	C	75.00
38840	14-Jul-2023	SKI040		Issued	328	C	198.58
38841	14-Jul-2023	STA070	STARLAND SUPPLY (2000) LTD	Issued	328	C	5,452.44
38842	14-Jul-2023	STA070	STARLAND SUPPLY (2000) LTD	Issued	328	C	700.79
38843	14-Jul-2023	STA070	STARLAND SUPPLY (2000) LTD	Issued	328	C	1,876.65
38844	14-Jul-2023	STA070	STARLAND SUPPLY (2000) LTD	Issued	328	C	4,031.31
38845	14-Jul-2023	STA070	STARLAND SUPPLY (2000) LTD	Issued	328	C	3,076.66
38846	14-Jul-2023	STA080	STEWART MCDANNOLD STUART	Issued	328	C	431.20
38847	14-Jul-2023	TEC010	TECH NORTH SOLUTIONS INC	Issued	328	C	9,758.07
38848	14-Jul-2023	TEL010	TELUS	Issued	328	C	70.83
38849	14-Jul-2023	THO070	THOMPSON, JASON	Issued	328	C	500.00
38850	14-Jul-2023	TIG020	TIGER CALCIUM SERVICES INC.	Issued	328	C	8,313.90
38851	14-Jul-2023	TOM010	TOM HIEBERT TRUCKING	Issued	328	C	1,470.00
38852	14-Jul-2023	TRU030	TRUE CONSULTING GROUP	Issued	328	C	32,811.34
38853	14-Jul-2023	VEN020	VENTURE ELEVATOR INC.	Issued	328	C	50.00
38854	14-Jul-2023	WEL030	WELLMAN'S CARWASH	Issued	328	C	27.30
38855	14-Jul-2023	WES10	WESTERN GASCO CYLINDERS LTD.	Issued	328	C	11.79
38856	14-Jul-2023	WHI090	WHITE, LORI	Issued	328	C	256.00
00913-0001	23-Jun-2023	SUP010	BRITISH COLUMBIA PENSION CORPORATION	Issued	278	E	10,642.45
00917-0001	26-Jun-2023	MOF010	MINISTER OF FINANCE	Issued	286	E	67.58
00918-0001	24-Jun-2023	BCH020	BC Hydro and Power Authority	Issued	288	E	14,579.30
00919-0001	04-Jul-2023	TEL010	TELUS	Issued	292	E	1,331.94
00920-0001	01-Jul-2023	PBC020	PACIFIC BLUE CROSS	Issued	294	E	5,998.29
AUTO71812	28-Jun-2023	MFA020	MFA LEASING	Issued	297	E	1,418.03
00921-0001	06-Jul-2023	TEL011	TELUS MOBILITY	Issued	305	E	805.92
00926-0001	07-Jul-2023	SUP010	BRITISH COLUMBIA PENSION CORPORATION	Issued	316	E	10,983.58
00927-0001	05-Jul-2023	REC010	RECEIVER GENERAL OF CANADA	Issued	319	E	24,838.00
00928-0001	11-Jul-2023	BCH020	BC Hydro and Power Authority	Issued	322	E	171.86
00929-0001	11-Jul-2023	PNG010	PACIFIC NORTHERN GAS LTD.	Issued	324	E	207.52
00930-0001	01-Jul-2023	MAS020	MASCON	Issued	326	E	67.64
00931-0001	01-Jul-2023	MAS030	MASCON - acct 005-158172	Issued	327	E	148.96

Total Computer Paid :	381,513.79	Total EFT PAP :	71,261.07	Total Paid :	455,184.86
Total Manually Paid :	2,410.00	Total EFT File :	0.00		

88 Total No. Of Cheque(s) ...