



# **Corporation of the Village of Hazelton**

## **A G E N D A**

### **Regular Meeting of Council**

Tuesday, July 13, 2021, 6:30 pm  
Council Chambers, "Riverboat Building" – 4265 Government Street

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**1. CALL TO ORDER**

**2. APPROVAL OF THE AGENDA**

THAT the Agenda be approved.

**3. ADOPTION OF THE MINUTES**

**3.1. Minutes of the Regular Meeting of Council held June 8, 2021**

THAT the Minutes of the Regular Meeting of Council held on June 8, 2021 be adopted.

**4. PETITIONS AND DELEGATIONS**

**5. BUSINESS ARISING FROM THE MINUTES**

**6. REPORTS AND RECOMMENDATIONS**

**6.1. Public Hearing Report from DCO from June 8th re: ADU Zoning Bylaw Amendment**

THAT the report for the June 8th Public Hearing regarding Zoning Amendment Bylaw No. 518, 2021 be adopted.

**6.2. Report from CAO Re: Grants Approved for 2021**

THAT Council receives the report on approved grants.

**6.3. Report from CAO Re: BC Ambulance Service**

THAT Council receives the report on Ambulance Service in Hazelton.

**6.4. Report from CAO Re: UBCM**

THAT Council receives the report for information.

**7. BYLAWS AND POLICIES**

**7.1. Policy 1.11: Communicable Diseases**

THAT Council adopts Communicable Diseases Policy 1.11

**7.2. Zoning Amendment Bylaw No. 518, 2021: ADUs**

THAT Zoning Amendment Bylaw No. 518, 2021 be adopted.

**8. CORRESPONDENCE**

**8.1. Letter from Skeena Resources Re: Intro to Eskay Creek Project**

**8.2. Letter of Introduction from Hazelton Cross Country Ski Society**

**8.3. Letter from Upper Skeena Counselling and Legal Aid Society Re: Northern Healthy Communities Fund.**

THAT Council direct Administration to write a letter of support for USCLAS's application to NDI's Northern Healthy Communities Fund.

**9. LATE ITEMS**

**10. COUNCIL REPORTS**

**11. PUBLIC QUESTION PERIOD**

**12. CLOSED COUNCIL MEETING**

Council exercises its authority to close this meeting to the Public to consider matters relative to section 90 (1) (b) and (k) of the *Community Charter*.

THAT the meeting be closed to the Public to consider matters relative to sections 90 (1) (b) and (k) of the *Community Charter*.

**13. ADJOURNMENT**

THAT the Regular Meeting of Council be adjourned at TIME.

**Corporation of the Village of Hazelton**  
**Regular Council Minutes**

June 8, 2021  
 Council Chambers, "Riverboat Building" – 4265 Government Street

Councillors: Mayor Dennis Sterritt  
 Councillor Jody Tetreau  
 Councillor Wendy Blackstock  
 Councillor Charles (Buddy) Smith (Via Teleconference)

Staff: Lina Gasser, Chief Administrative Officer  
 Brian Doddridge, Deputy Corporate Officer  
 RCMP Staff Sergeant Darrin Durnin, RDKS Economic Development Intern Walsham Tenshak, and  
 RDKS Economic Development Officer Maggie Hall were also present.

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**1. CALL TO ORDER**

Mayor Sterritt called the Regular Meeting of Council to order at 6:03.

**2. APPROVAL OF THE AGENDA**

MOVED by Councillor Tetreau  
 SECONDED by Councillor Blackstock

THAT the Agenda be approved with the change that the Closed Meeting is moved to section 3.

**CARRIED**

**3. CLOSED COUNCIL MEETING**

MOVED by Councillor Blackstock  
 SECONDED by Councillor Tetreau

THAT the meeting be closed to the Public to consider matters relative to sections 90 (1) (b) and (e) of the Community Charter.

**CARRIED**

**4. ADOPTION OF THE MINUTES**

**4.1 Minutes of the Regular Meeting of Council held May 11, 2021**

MOVED by Councillor Smith  
 SECONDED by Councillor Blackstock

THAT the Minutes of the Regular Meeting of Council held on May 11, 2021 be adopted.

**CARRIED**

## **5. PETITIONS AND DELEGATIONS**

### **5.1 Update from New Hazelton RCMP Staff Sergeant Darrin Durnin**

Staff Sergeant Durnin presented a staffing update and announce several new vacancies in the detachment as well as several new arrivals. He announced a rash of theft in Two Mile and a series of Fentanyl-related deaths. There has been an overall decrease in police files from last year.

### **5.2 Report from RDKS Economic Development Intern Walsham Tenshak Re: Updated Billboard**

Walsham presented Council with three options for a billboard. Council discussed the options and will make a decision at a future time.

## **6. BUSINESS ARISING FROM THE MINUTES**

## **7. REPORTS AND RECOMMENDATIONS**

### **7.1 Report from CAO Re: 1st Quarter 2021 Income Statements**

The CAO presented an overview of the financial statements.

MOVED by Councillor Smith

SECONDED by Councillor Tetreau

THAT the Income Statements to May 31, 2021 be received.

**CARRIED**

### **7.2 Report to Council from CAO Re: Flood Report Plan and Study**

MOVED by Councillor Tetreau

SECONDED by Councillor Smith

THAT Council receive the Skeena River and Bulkley River Flood Study and Floodplain Mitigation Plan Report prepared by SNC-Lavalin.

**CARRIED**

### **7.3 Recommendation to Appoint a Representative to Upper Skeena Development Centre**

The CAO said that Councillor Maitland had expressed interest in maintaining her seat on the USDC Board.



MOVED by Councillor Smith  
 SECONDED by Councillor Tetreau

THAT Council appoint Councillor Julie Maitland to the Upper Skeena Development Centre board of directors.

**CARRIED**

## **8. BYLAWS AND POLICIES**

### **8.1 Zoning Bylaw Amendment No. 518, 2021 - Accessory Dwelling Units**

MOVED by Councillor Tetreau  
 SECONDED by Councillor Blackstock

THAT Council give third reading to Zoning Amendment Bylaw No. 518, 2021.

**CARRIED**

## **9. CORRESPONDENCE**

### **9.1 Letter from UBCM Re: Gas Tax Agreement**

### **9.2 Meetings at 2021 UBCM Convention**

Council deliberated about which ministers with whom they will arrange meetings at UBCM.

MOVED by Councillor Tetreau  
 SECONDED by Councillor Blackstock

THAT Mayor Sterritt and Councillors Smith, Maitland, and Blackstock attend UBCM;

AND;

THAT Administration set up meetings with Premier Horgan, the Ministry of Municipal Affairs, Ministry of Transportation and Infrastructure, and the Ministry of Housing.

**CARRIED**

### **9.3 Letter from Housing Minister David Eby Re: Response to January Letter**

### **9.4 Letter from Minister of Municipal Affairs re: Closure of the CARIP Grant Program**

### **9.5 Letter from Upper Skeena Counselling & Legal Assistance Society Re: Request for donation to Indigenous Court.**

MOVED by Councillor Tetreau  
 SECONDED by Councillor Blackstock

THAT Council direct Administration to write a letter to Upper Skeena Counselling and Legal Aid Society outlining the process of applying for support through the Community Enhancement Grants.

**CARRIED**

**10. LATE ITEMS**

**11. COUNCIL REPORTS**

Councillor Tetreau mentioned that there was a Skeena Valley Education Society meeting, but she was unable to attend.

Councillor Tetreau attended the Hazelton District Public Library AGM, which she said went smoothly. They are looking to fill vacancies in their board.

**12. PUBLIC QUESTION PERIOD**

**13. DECISIONS RELEASED FROM IN CAMERA**

**13.1 Scholarship Recipients**

Council made the following resolution at the June 8th Closed Meeting of Council:

THAT Council grant the Polly Sargent Scholarship to Patience Muldoe;

AND THAT Council grant the Dave Jones Bursary to Billy-Bob Tait;

AND THAT Council grant the Village of Hazelton Scholarship to Anela Croft.

**14. ADJOURNMENT**

MOVED by Councillor Tetreau  
 SECONDED by Councillor Blackstock

THAT the Regular Meeting of Council be adjourned at 7:21.

**CARRIED**

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Lina Gasser

Chief Administrative Officer

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Julie Maitland

Acting Mayor

## Corporation of the Village of Hazelton

### Public Hearing Report

June 8, 2021

Council Chambers, "Riverboat Building" – 4265 Government Street

Councillors: Mayor Dennis Sterritt  
Councillor Jody Tetreau  
Councillor Wendy Blackstock  
Councillor Charles (Buddy) Smith (Via Teleconference)

Staff: Lina Gasser, Chief Administrative Officer  
Brian Doddridge, Deputy Corporate Officer

#### 1. **CALL TO ORDER**

Mayor Sterritt called the Public Hearing to order at 6:00PM.

#### 2. **Introductory Remarks from CAO and Mayor**

The CAO introduced the public hearing and presented a summary of public engagement up to the beginning of the meeting. One request for the bylaw had been made and no comments had been received.

Mayor Sterritt outlined the procedure for the Hearing and called for speakers.

#### 3. **Comments from the Public**

No members of the public submitted comment.

#### 4. **ADJOURNMENT**

MOVED by Councillor Blackstock

SECONDED by Councillor Tetreau

THAT the Public Hearing be adjourned at 6:03.

**CARRIED**

Lina Gasser

Chief Administrative Officer

Julie Maitland

Acting Mayor

# Village of Hazelton

## COUNCIL REPORT

**Date:** July 13, 2021

**File:** 1855-01

**From:** Lina Gasser, Chief Administrative Officer

**SUBJECT:** Approved Grants

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**RECOMMENDATION:**

THAT Council receives the report on approved grants.

**REASON FOR REPORT:**

The purpose of this report is to provide Council with an overview of the approved grants that Administration has applied for thus far in 2021.

**DISCUSSION & ANALYSIS:**

So far in 2021 the Village of Hazelton has been notified about the successful approval of the following grants:

- From NDIT
  - Grant Writer, \$8,000
  - Business Façade, \$20,000
  - Economic Development \$50,000
  - Love the Hazeltons \$1,200
- From the Province
  - FireSmart, \$55,050
  - Evacuation Route Planning, \$50,000
  - Infrastructure Planning Grant for Sewer Inspection, \$10,000
  - Agriculture Grant, (Village was flow through for USDC) \$165,000
- From the Federal Government
  - Summer Student \$7,000
  - Fire Hall/ Public Works Feasibility \$42,900

We are waiting to hear on the following grants:

- Flood Mitigation Phase 2
- Investing in Canada Infrastructure Program River Road
- FCM Asset Management

Unfortunately, there were also some grants that we have not been successful in receiving.

- COVID Grant Bastion Park
- NDIT Community Spaces
- Canadian Healthy Communities
- Investing in Canada Infrastructure Program Government Street

**FINANCIAL IMPLICATIONS:**

The Village been approved for just over \$400,000 thus far in 2021 and there are still three grants that we are waiting to hear from which are worth just over \$2,000,000. The Village has been unsuccessful for 4 large grants. One was for upgrades in Bastion Park in line with the Bastion Park Master Plan and the other was for upgrades to Government Street.

**CONCLUSION:**

Administration is pleased with the success of grants thus far. The Bastion Park and Government street grants were disappointing as these would have been two large projects that would have had major impacts on our downtown core. There has been a recent call for application for community spaces projects. The Village will be submitting an application for funding for Bastion Park.

The Village was successful in applying for the Infrastructure Planning Grant for Sewer Inspection, and has since had Northern Lites conduct an inspection. There were a few areas of concern but overall conditions of the lines were good. There was some concern regarding Omineca street and Government Street due to grade.



Lina Gasser,  
Chief Administrative Officer

# Village of Hazelton

## COUNCIL REPORT

**Date:** July 13, 2021

**File:** 0400-20

**From:** Lina Gasser, Chief Administrative Officer

**SUBJECT:** BCEHS- Ambulance Service in Hazelton

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**RECOMMENDATION:**

THAT Council receives the report on Ambulance Service in Hazelton.

**REASON FOR REPORT:**

The purpose of this report is to provide Council with an update on conversation administration has had with BC Emergency Health Services (BCEHS).

**DISCUSSION & ANALYSIS:**

At the end of April administration learned that BCEHS was planning changes to emergency health delivery in Hazelton. At the time there was limited information on the what the changes would look like. Council provided direction at the May meeting for a letter to be sent to Minister of Health Adrian Dix that there be no reduction of service for the Hazeltons.

Administration met with staff from BCEHS in May 2021. At that time BCEHS was just preparing a service review for the Hazeltons. BCEHS also explained that they were hoping to bring in new staffing models that stabilize staffing levels and provide living wages. Instead of shifts that are all part-time on call there would be regular shifts. This means that paramedics will receive set hours and shifts, similar to other healthcare professionals.

In mid June administration had a follow up meeting with BCEHS. At that time BCEHS announced that the review had been completed and that the Hazelton station would be moving to the new service delivery model. Starting in July there will be an ambulance staffed 24/7. Currently there is only an ambulance staffed 10hrs a day for 4 days of the week. Outside of those times both ambulances are staffed by part time on call staff. Under the new model, the second ambulance will continue to be staffed by part time on call staff.

**FINANCIAL IMPLICATIONS:**

N/A

**CONCLUSION:**

The change in service delivery is scheduled to start in July and BCEHS hopes all positions will be filled by November. There will be opportunity for current staff to apply to the new positions, current staff will also be able to continue to pick up part time shifts if they prefer.

The change will provide greater coverage for the Hazeltons and should improve response calls for the entire region.



Lina Gasser,  
Chief Administrative Officer

# Village of Hazelton

## COUNCIL REPORT

**Date:** July 13, 2021

**File:** 0400-02

**From:** Lina Gasser, Chief Administrative Officer

**SUBJECT:** UBCM 2021- Meetings Requested

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**RECOMMENDATION:**

THAT Council receive this report for information.

**REASON FOR REPORT:**

The purpose of this report is to provide Council with an overview of the meetings that have been requested for UBCM 2021.

**DISCUSSION & ANALYSIS:**

At the June Regular Council Meeting, Council provided direction to administration to request meetings with:

- Premier John Horgan
- Minister of Transportation and Infrastructure Rob Fleming
- Minister of Municipal Affairs Josie Osborne
- Attorney General and Minister Responsible for Housing David Eby

The Resource Benefit Alliance (RBA) requested that we book meetings to discuss the lack of RBA agreement with:

- Premier John Horgan
- Minister of Municipal Affairs Josie Osborne
- Minister of Finance Selina Robinson

Administration has submitted requests for all of these meetings. Topics include, RBA, lack of alternative routes out of Hazelton, road condition, China Cut, stable funding for small communities, BC housing and crown land for housing. Administration will notify Council in September regarding which meetings were approved and when meetings will be taking place. The Province has indicated all Minister meetings will be schedule September 7-10<sup>th</sup>.

Administration invited MLA Nathan Cullen to join the discussion with the Premier regarding the RBA. At the last UBCM the Premier made a commitment to have an agreement within a year. It has been over 6 months and there has been little movement.

Registration for UBCM opened July 5 and Mayor Dennis Sterritt, Councillor Blackstock, Councillor Smith, Councillor Maitland and CAO Gasser were registered to attend the virtual UBCM conference Sept. 14-17.



**FINANCIAL IMPLICATIONS:**

5x 475= \$2,375

**CONCLUSION:**

This report is to provide Council with an update Minister meeting requests and UBCM 2021 registration. As the convention is once again taking place online, the Village will be saving on travel and accommodation costs.

A handwritten signature in blue ink, appearing to read "Lina Gasser".

Lina Gasser,  
Chief Administrative Officer



# VILLAGE OF HAZELTON

## Policy #1.11

**POLICY:** Communicable Diseases

**ADOPTED:** June 16, 2020

**UPDATED:** December 15, 2020

**UPDATED:** July 13, 2021

### PURPOSE:

The purpose of this policy is to outline Operating Procedures for the Village of Hazelton to prevent communicable diseases in the workplace and steps employees and the Village will take to reduce risk.

### POLICY:

#### 1. COMMUNICABLE DISEASE

- a) Employees should stay home and avoid the work place if they are experiencing communicable disease symptoms. These include:
  - i. Fever or chills
  - ii. Coughing
  - iii. Diarrhea
- b) Employees must use accumulated sick days first. If an employee has used all accumulated sick days and falls ill, arrangements can be made with the CAO to ensure the safety of all workers.

#### 2. PERSONAL HYGIENE:

- a) Employees should practice proper “hand hygiene” techniques often, as it is the single-most effective way of reducing the spread of infection.
  - i. Wash hands with water and soap for at least 20 seconds.
  - ii. Use hand sanitizer if soap and water are not immediately available.
- b) Proper *respiratory etiquette* should also be followed.
  - i. Turn your head away from others and cover your mouth with a sleeve.
  - ii. Use a tissue when coughing or sneezing and immediately after discard tissue into a garbage receptacle and wash your hands.

- c) Touching your face, including eyes, nose or mouth should be avoided and hands washed or sanitized following such touching.

#### 3. ENHANCED CLEANING/DISINFECTING:

- a) Employees should disinfect common areas and other high touch surfaces before others enter.
- b) Employees should ensure regularly touched surfaces are disinfected frequently within their own workspace(s).

#### **4. STRESS/ANXIETY/MENTAL HEALTH AWARENESS**

a) Practice self-care. Emotional stress, anxiety or concern is natural under the present circumstances. Anyone who feels they are experiencing negative mental health implications should seek assistance as soon as possible.

### **Procedures**

#### **Village Office**

During periods of elevated risk, the Village of Hazelton at the advice of the Provincial Health Officer may implement additional measures (e.g. mask, occupancy limits) to keep workers and the public safe when visiting the Village of Hazelton Municipal Office.

#### **Public Works**

Employees should follow personal hygiene practices outlined above along with enhanced cleaning/disinfecting of shared work spaces. This includes vehicles and equipment.

#### **Council Chamber**

During periods of elevated risk, the Village of Hazelton at the advice of the Provincial Health Officer may implement additional measures (e.g. mask, occupancy limits, physical distancing) to keep workers and the public safe when visiting the Village of Hazelton Council Chamber.

All members of the public are required to sign in and sanitize. This measure ensures that the local government can trace anyone in the event of an exposure.

Members of the public who are feeling ill are encouraged not to attend Council Chambers. Members of Council who are feeling ill are invited to attend via alternative measures to ensure the safety of others.

THE CORPORATION OF THE VILLAGE OF HAZELTON

BYLAW NO. 518, 2021

*A Bylaw to amend Zoning Bylaw No. 478, 2015*

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WHEREAS the Council of the Village of Hazelton has adopted Zoning Bylaw No. 478, 2015;

AND WHEREAS the Council deems it necessary to amend Bylaw No. 478, 2015 to include Accessory Dwelling Units;

NOW THEREFORE the Council, in open meeting assembled, enacts as follows:

1. THAT Section **1.0 Definitions** be amended by adding the following:

**Accessory Dwelling Unit** means a detached structure that contains one dwelling unit as its primary purpose and which is incidental and ancillary to the principal building, structure or use on the lot and is located on the same lot or site as the principal building or structure. Accessory Dwelling units are subject to Section 3.17;

**Short Term Rental Unit** means any dwelling unit intended to be rented for periods of less than 30 days. These include rentals listed on online platforms such as Airbnb and VRBO.

2. THAT Section **3.0 General Provisions** be amended by adding the following, to immediately follow subsection 3.16:

**3.17 Accessory Dwelling Units**

Accessory Dwelling Units, where permitted, shall comply with the following:

- (a) An Accessory Dwelling Unit shall not be strata titled;
- (b) An Accessory Dwelling Unit shall have a maximum gross floor area of 90 m<sup>2</sup> (968.8 ft<sup>2</sup>);
- (c) An accessory Dwelling Unit shall not be used as a short-term rental unit;
- (d) No lot shall have more than one Accessory Dwelling Unit;
- (e) An Accessory Dwelling Unit shall be sited on a permanent foundation;
- (f) An Accessory Dwelling Unit shall not include a secondary suite;
- (g) An Accessory Dwelling Unit shall be sited within a required rear yard;
- (h) An Accessory Dwelling Unit shall satisfy the requirements of Building Bylaw no. 501, 2019 and all other associated bylaws, regulations, and codes;
- (i) Primary access for an Accessory Dwelling Unit shall be constructed no farther than 30 m (98 ft) from an operational public street or laneway and must have a path to that street or laneway that is lighted and clear of obstructions;
- (j) Operational Accessory Dwelling Units shall be connected to municipal water and sewer systems.

3. THAT Section **5.1.1 Residential (R) Zone – Permitted Uses** be amended by adding the following:

- g) Accessory Dwelling Units

4. THAT Section **5.1.2 Maximum Building Height** be amended by adding the following:

- c) Accessory Dwelling Units 5.8 metres (19.0 feet)

5. THAT Section **5.2.1 Rural Residential (RR) Zone – Permitted Uses** be amended by adding the following:

- g) Accessory Dwelling Units

6. THAT Section **5.2.2 Maximum Building Height** be amended by adding the following:
  - c) Accessory Dwelling Units 5.8 metres (19.0 feet)
7. This Bylaw may be cited for all purposes as the "Village of Hazelton Zoning Amendment (Accessory Dwelling Unit Regulation) Bylaw No. 518, 2021".

READ A FIRST TIME THIS 11TH DAY OF MAY, 2021.

READ A SECOND TIME THIS 11TH DAY OF MAY, 2021.

PUBLIC HEARING HELD ON THE 8TH DAY OF JUNE, 2021.

READ A THIRD TIME THIS 8TH DAY OF JUNE, 2021.

ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_, 2021.

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

# Accessory Dwelling Units



VILLAGE OF HAZELTON

## Village of Hazelton

How-to Guide to Accessory Dwelling Units  
Summer 2021

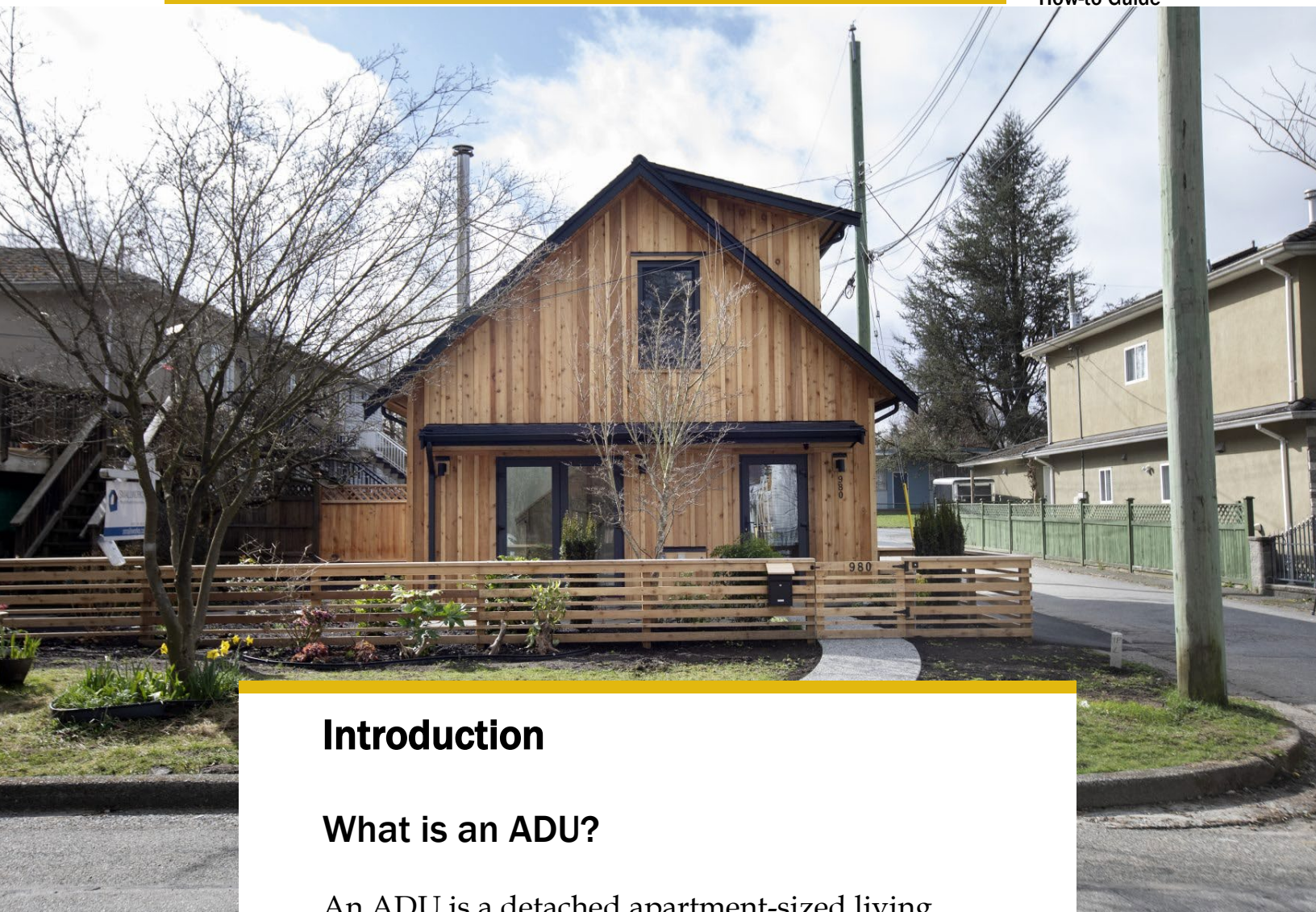
This guidebook outlines the process of building an Accessory Dwelling Unit (ADU) in the Village of Hazelton.

While this document hopes to capture everything you need to know, it will also point to other resources should you have any further questions.

## Contents

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## Introduction

### What is an ADU?

An ADU is a detached apartment-sized living space of up to 90m<sup>2</sup> typically located in the backyard of a single-family detached house. It does not have to be adjacent to a back lane. You can build an ADU even if your property does not back on to a lane.

To qualify as an ADU, the space needs to have its own kitchen, bathroom, sleeping and living space: some include garage space but some have no garage or carport at all.





## How can you use an ADU?

### Rent it out to long-term tenants

Rental vacancy in Hazelton has been very low, new rental housing is a meaningful way to improve our community's livability while earning additional rental income.

### House family or adult children

Some use their ADU's to create a custom house for adult children, families or aging parents. You may choose to enter into a co-ownership agreement.

More information on co-ownership can be found here:

[https://gallery.mailchimp.com/cc92bb1f9b8c72aa4bf0a211b/files/Alternative\\_Tenure\\_Options.pdf](https://gallery.mailchimp.com/cc92bb1f9b8c72aa4bf0a211b/files/Alternative_Tenure_Options.pdf)

### Live in it yourself and downsize

People looking to downsize find ADU's an attractive alternative to moving. Many choose to live in the ADU and rent out the primary house. New ADU's not only create new rental housing stock but entire houses as well.

"Aging-in-place" is a term associated with ADU's. People whose house has too many stairs or other accessibility issues can consider building more accessible detached dwelling that will allow them to live on their own property. In other cases, people build ADU's as a house for an on-site caregiver.

### Limitations on use

New ADU's are not allowed to be used for short-term vacation rentals. Moreover, ADU's can not be subdivided or stratified, which means you cannot sell it separately. It is an accessory use, meaning that it must be on a lot with a primary house. Think of it as a detached secondary suite.



- ADU's are permitted in Residential (R) Zone and Rural Residential (RR) Zones.
- ADU's are not permitted to have a secondary suite in them.
- Max lot coverage including all structures is 50% for R zone, and 20% for RR Zone



## Plan your Project



ADU max size 90m2

### Code compliance

When designing your ADU, ensure your site plan and building plans conform to all Village of Hazelton Bylaws, as well as the provincial Building Code.

While there is no minimum size for an ADU, all ADU's must comply with the Provincial Building Code and must be built to those standards.

### Owner-builder requirements

You may choose to build your ADU yourself, provincial regulations require you to pass the Owner Builder Exam offered through BC Housing. You can always choose to hire a professional home builder to design and manage your project.

### Hiring a designer/builder

You can commission a design by hiring an architect or residential home designer.

## Estimated Costs

The cost of constructing an ADU is variable depending on many different factors. This includes size, building material, design and location on lot.

Other considerations you may want to consider, an ADU will increase the assessed value of your property. Your ADU will be subject to utility billings.

Item	Estimated cost
Water and Sewer Connection	No connection charge if there is already a residential dwelling on the property. You are responsible for any necessary construction costs to extend the servicing lines to the ADU.
Storm Drainage Connection	Storm drainage needs vary depending on property's requirements.
Hydro Connection	Adding an ADU may require a service extension; costs for this are highly variable. Contact BC Hydro.
Building Permit Fee	Contingent on construction costs. Minimum \$900.
Development Permit Fee	Only those ADU's being constructed in a Development Permit Area must apply and pay the \$250.00 permit fee.
Lot Consolidation	If an ADU will straddle an internal lot line, then the subject lots must be consolidated. Consolidation costs can vary, contact Land Title and Survey Authority of British Columbia or a law office.
Other Costs	Construction, design, landscaping, plumbing, electrical, engineering, land surveying and other costs not mentioned above.



## Application Process

You need a building permit for any construction or structural renovation. If you hire a builder or developer, they will often take care of the application process for you. Many documents are required at the time of submission. This includes building plans, site plan, site survey, and BC Housing's Licensing & Consumer Services' approval.

Building permits are available at the Village of Hazelton Municipal Office.

### Step 1

Before you apply to build an ADU, you must obtain approval from BC Housing's Licensing & Consumer Services. It provides consumer protection for owners of newly constructed homes. For more information visit <https://www.bchousing.org/licensing-consumer-services>

### Step 2

If your ADU is not in a Development Permit zone you can apply directly for a building permit.

OR

If your ADU is in a Development Permit zone you will need to apply for a development permit (application fee \$250.00). Only after you obtain a development permit can you apply for a building permit.



If your project requires development and building permits the entire process can take a couple months. Be sure to apply well before you plan on starting construction. The development permit means that Village staff will conduct a more in-depth review of your plans to verify alignment with the design guidelines. All development permits must go before Council for approval.

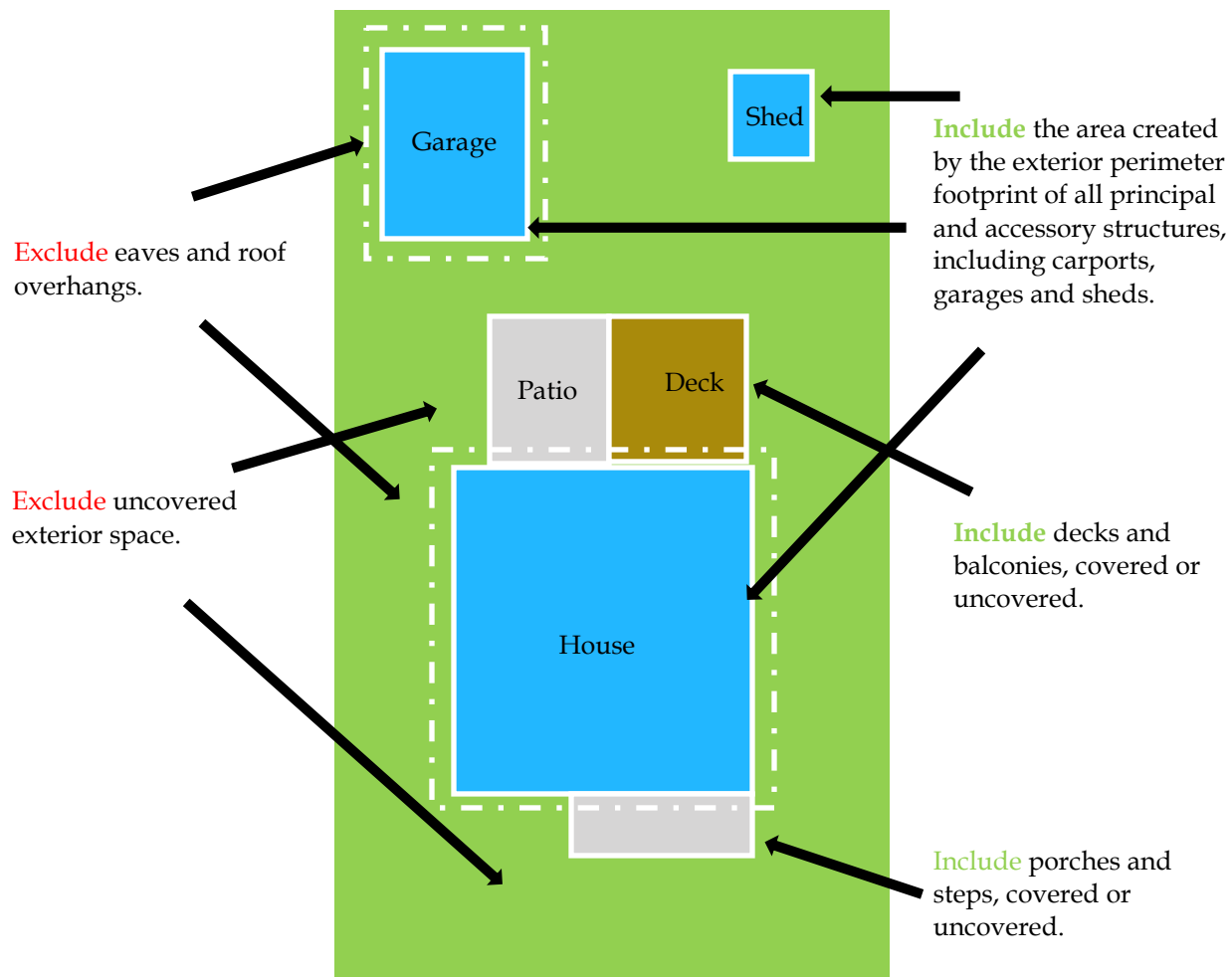
The Village does not provide any guarantees on processing times. Permit processing times are highly dependent on the season and number of permit applications received. The most common cause of delays are incomplete applications, plans that do not meet the building code or municipal bylaws or plans that fail to demonstrate compliance with regulations.

# Regulations

## Maximum lot coverage

Lot coverage means the combined footprint of all buildings on a lot, expressed as a percentage of the lot, and excludes trellises, unenclosed patios and underground parking structures as long as such structures do not exceed 6m above the average ground elevation.

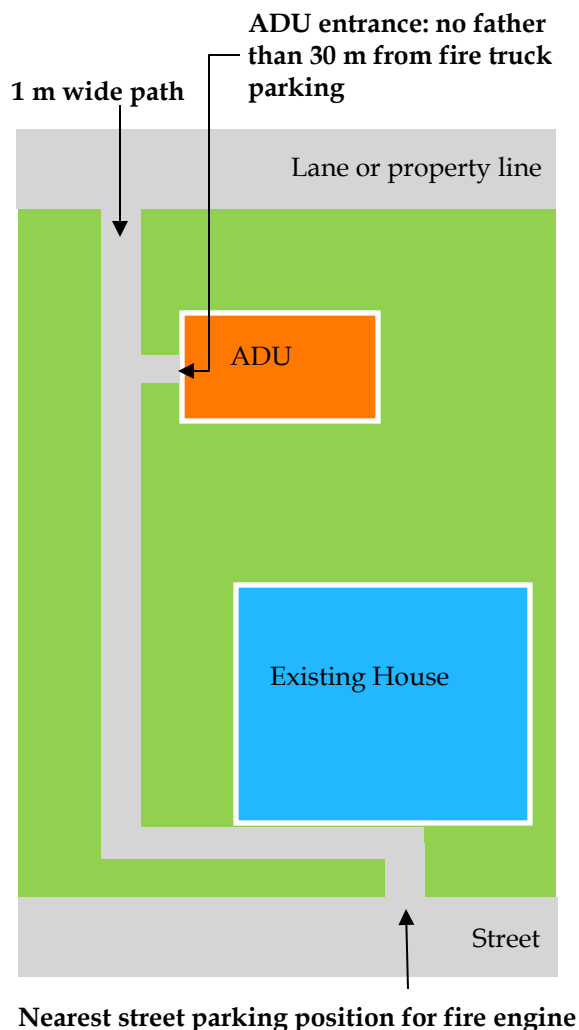
ZONE	LOT COVERAGE
R	Not more than 50% of the site including all buildings and structures.
RR	Not more than 20% of the total site area.



## Access

The way you access your ADU is up to you. It can be by foot, by car, via lane way, via path or by a driveway.

Regardless of how you configure your lot, emergency access regulations requires that there be a path from the ADU to the street or laneway that is lighted and clear of obstructions.



- The distance required to walk from the front street curb to the primary entrance of the ADU shall not exceed 30m.
- A clear and unobstructed path of a minimum width of 1 meter shall be available and accessible from the street to the entrance of the ADU.
- Path will be a consistent hard surface as to not delay emergency responders.
  - No sudden drop offs
  - Exterior lighting to illuminate pathway
  - If there is a fence, a gate is required for access. Can not be locked.
  - Path shall be kept clear of snow and debris.
- Civic address must be legible and displayed as to be visible from the street to which the civic address is assigned.
- ADU will have an exterior light at every entrance.



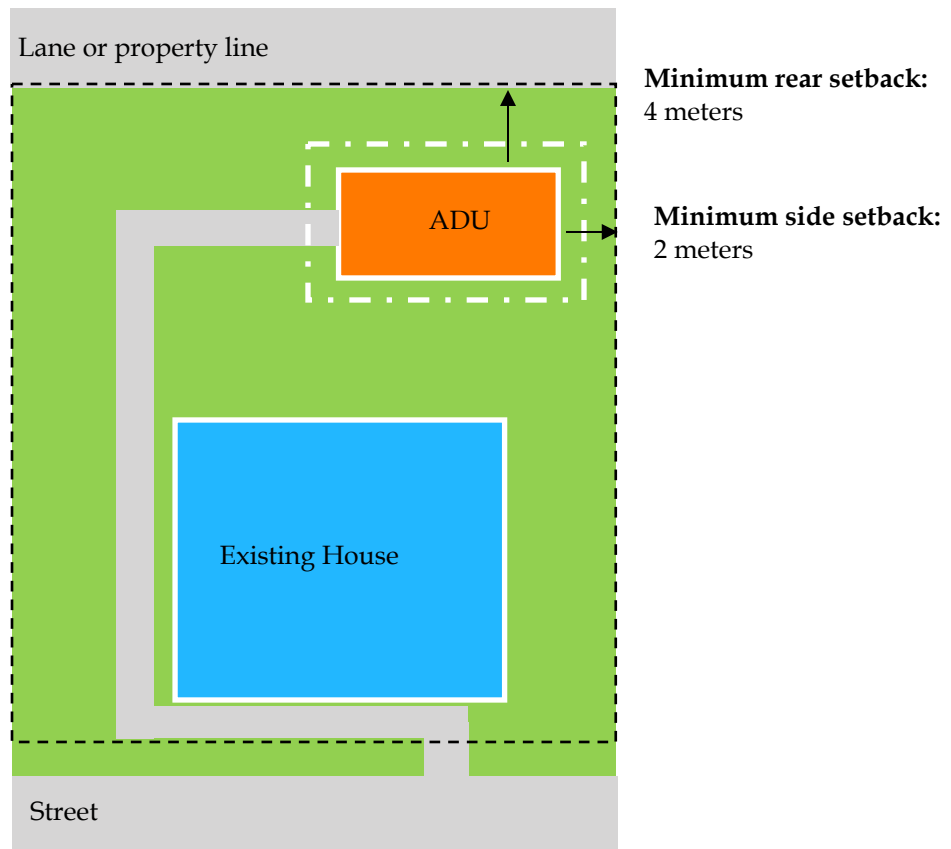
## Location on the Lot

An ADU does not have to be next to a lane, it does however have to be located in the rear yard. There are minimum setback requirements that stipulate how far the ADU must be from each of your property lines.

There are some exceptions for existing non-conforming structures. For example, if you would like to convert an existing building into an ADU you may be able to do this even if it is too close to the property lines.

ZONE	TYPE	MINIMUM SETBACK
<b>R</b>	Front lot line	N/ A must be in rear yard
	Rear lot line	4 meters from rear property line
	Side lot line	2 meters from side property line
<b>RR</b>	Rear lot line	7 meters from rear property line
	Side lot line	2 meters from side property line

R Minimum Setbacks



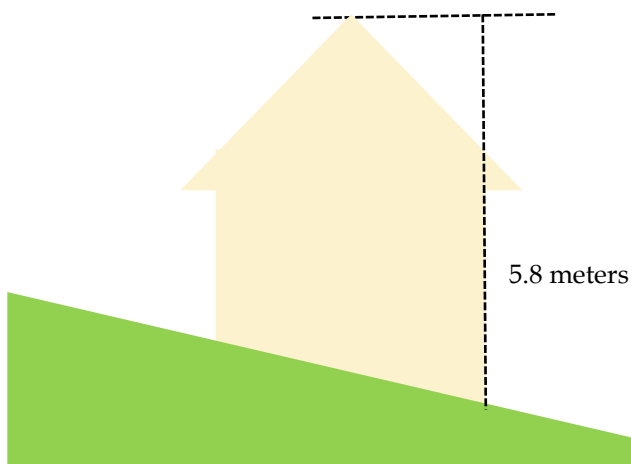




## Height

The Village of Hazelton defines building height as the vertical distance from the average finished grade, measured at the perimeter of a building or structure to the highest point of the building or structure and excludes chimneys, aeries, antennae, steeples and service structures having an area of not more than 10% of the area of the principal building.

Maximum height for an ADU in both the R and RR zones is 5.8 meters.



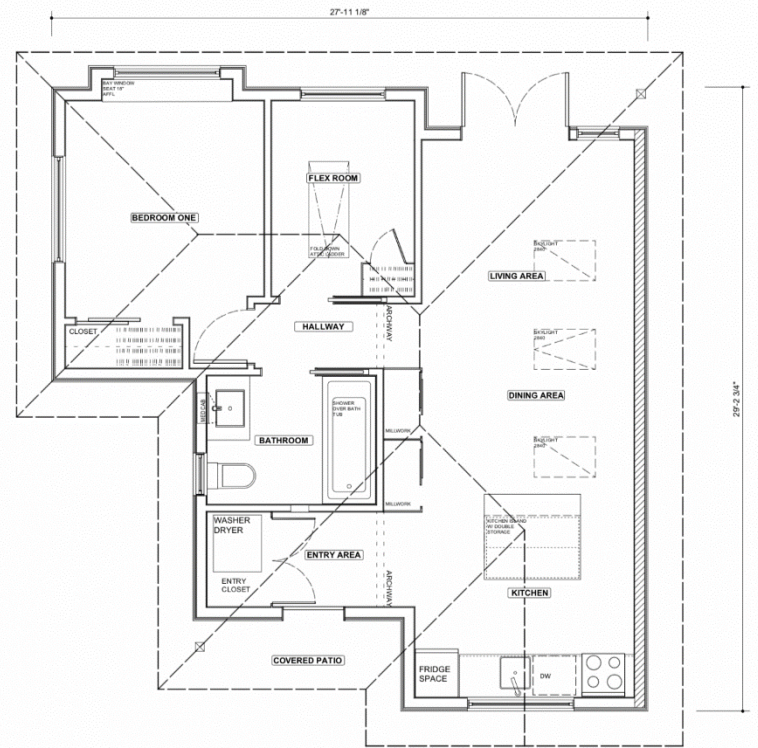
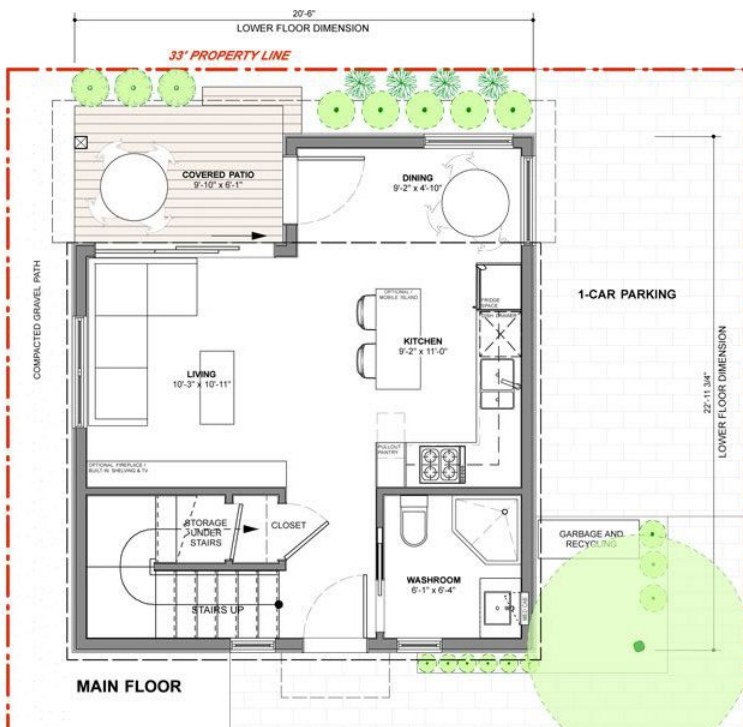


# Size

An ADU in the Village of Hazelton will be a maximum of 90m2 (968.8 ft2).

All ADU's must be placed on a permanent foundation.

Below are two examples of floor plans that fit within the size requirement. In addition, your ADU could have a second storey.



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## Resources and Contact info

[BC Building Code](#)

[Village Website](#)

[Village Bylaws \(zoning, development, building\)](#)

Building permit applications are available at Village Office:

4310 Field Street  
Hazelton BC  
V0J 1Y0  
[Info@hazelton.ca](mailto:Info@hazelton.ca)  
Phone: 250-842-5991



# Village of Hazelton

4310 Field Street  
Hazelton BC  
V0J 1Y0

Phone: 250-842-5991  
Fax: 250-842-5152

Email: [info@hazelton.ca](mailto:info@hazelton.ca)  
Website: <https://hazelton.ca/>





**SKEENA**

RESOURCES LTD.

Village of Hazelton  
RECEIVED

JUN 30 2021

File: \_\_\_\_\_

Council - July 13  
TSX **SKE**  
OTCQX: SKREF | FRA:RXFB

February 17, 2021

Phil Germuth  
Chair, Regional District of Kitimat Stikine  
4545 Lazelle Ave – Suite 300  
Terrace BC V8G 4E1

via email: [pgermuth@kitimat.ca](mailto:pgermuth@kitimat.ca)  
original to be mailed

Dear Chair Germuth

***Re: Introduction to Skeena Resources and the Proposed Eskay Creek Project Revitalization***

Skeena Resources Limited (Skeena) is proposing to restart operations at the Eskay Creek Mine in northwestern British Columbia. The historical Eskay Creek Mine operated as an underground gold and silver mine between 1994 and 2008. Skeena proposes revitalizing the historical mine as an open pit gold-silver mine, following Environmental Assessment (EA) and permit approvals/amendments.

The Project is located 83 kilometres northwest of Stewart, BC and 125 km south of Iskut BC within the territory of the Tahltan Nation territory and asserted traditional territory of the Tsetsaut Skii km Lax Ha. The site is currently accessible by a 59 km access road connected to Highway 37 near the Bob Quinn Airstrip (as can be seen in the attached figure).

The Project would use a combination of new and existing infrastructure to support operations as well as hydroelectric power from the nearby Provincial public power grid. Project employment is anticipated to be 3,400 person-years over the total mine life of ~ 13 years (including construction and closure). Concentrate from the mine would be trucked south to the port of Stewart and shipped to offshore smelters and refineries for processing.

As this is a historical mine, the existing infrastructure and disturbance will be incorporated into the Project design to reduce additional disturbance. The Project benefits from the historical database of exploration and environment work, which supports a strong understanding of the mineral resource and surrounding environment. Environmental baseline studies have been undertaken and continue at site.

The company plans on submitting an Initial Project Description (IPD) and Engagement Plan to both the BC Environmental Assessment Office and the Impact Assessment Act Agency in early March. There will be many opportunities to discuss these documents and incorporate comments into the Detailed Project Description (DPD) as the project advances through the Early Engagement Process. Skeena would be pleased to provide an overview of the Project (respecting COVID restrictions) via whatever appropriate platform. Skeena is very interested in understanding and discussing any concerns your region may have related to the Project.

The Project construction and development costs will be largely spent in Northwestern BC. This will create employment and economic opportunities in the region. Like the historical Eskay mine, Skeena plans to continue building employment and economic opportunities for local residents throughout the Project lifetime. The Project will also generate revenue for both the provincial and federal governments through taxes.

We look forward to engaging with you and your board in the near future. Please do not hesitate to contact me at [scraig@skeenaresources.com](mailto:scraig@skeenaresources.com) or 778.229.4733 on how you would like to be engaged or if any questions or comments.

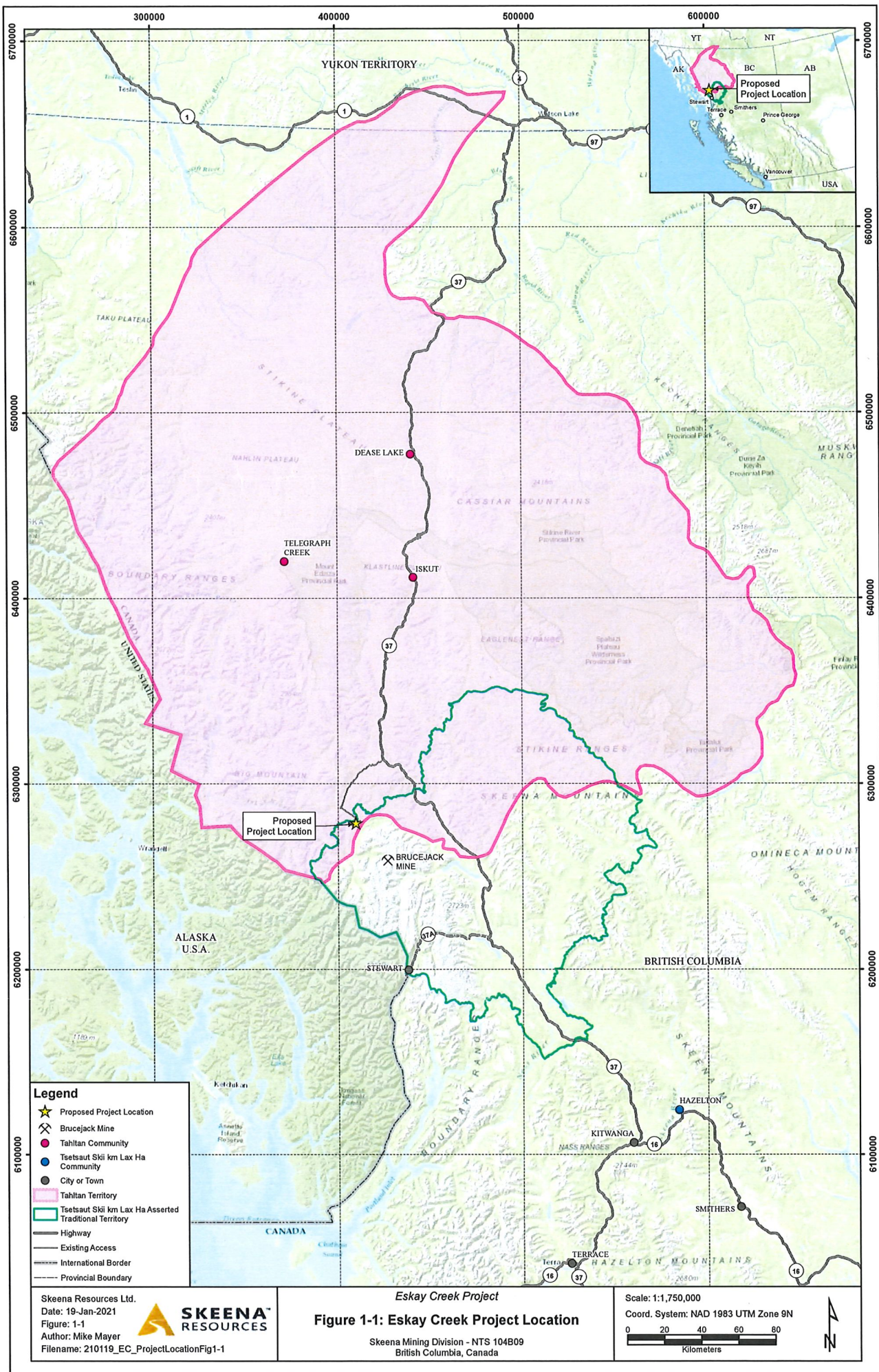
Sincerely,



Susan P. Craig  
*Advisor Indigenous and External Affairs*

cc: James Cordeiro -Vice Chair (2020) Councillor, City of Terrace  
Eric Nyce - Electoral Area A, Nass Valley, Meziadin  
Dean Paranich-Electoral Area B, Hazeltons rural areas, Kispiox Valley, Witset (Morisetown)  
through Cedarvale  
Bruce Bidgood - Electoral Area C. Rural Terrace area, south coast  
Dave Brocklebank - Electoral Area D, Telegraph Creek, Iskut, Bob Quinn  
Jeff Hammond - Electoral Area E, Thornhill  
Tina Etzerza - Electoral Area F, Dease Lake  
Dennis Sterritt - Mayor, Village of Hazelton  
Gail Lowry - Mayor, District of New Hazelton  
Gina McKay - Mayor, District of Stewart  
Sean Bujtas - Councillor, City of Terrace  
Justin Himmelright, VP Sustainability Skeena  
Steve Jennings, EA Manager, Skeena







Hazelton Cross Country Ski Society  
c/o Busby  
27130 Hwy 16 West  
South Hazelton, BC V0J 2N0  
hazeltonxcskisociety@gmail.com

Village of Hazelton  
Box 40, 4310 Field Street  
Hazelton, BC V0J 1Y0  
250-842-5991  
info@hazelton.ca

May 10, 2021

To the Village of Hazelton,

We are writing to introduce ourselves to the community.

We are the newly formed Hazelton Cross Country Ski Society.

Our Constitution states the following purposes:

- (a) To enhance and sustain the quality of cross country skiing experiences for the communities on Gitxsan Territory.
- (b) To unite cross country ski enthusiasts by strengthening the cross country ski culture on Gitxsan Territory.
- (c) To undertake activities ancillary and incidental to the attainment of the above purposes.

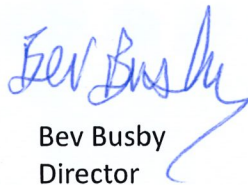
We are excited to see what the future of cross country skiing will look like for the residents of the communities in and around Hazelton.

We invite you to contact us if you have any questions.

Regards,



Catherine Dworak  
Director



Bev Busby  
Director

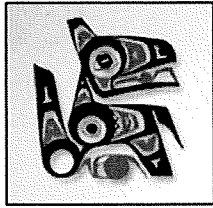


Candace Munro  
Director



Jamie McKeen  
Director

Cc: District of New Hazelton  
Gitxsan Hereditary Chiefs



**UPPER SKEENA COUNSELLING & LEGAL ASSISTANCE SOCIETY**

**Linda Locke, QC**  
Barrister and Solicitor  
4305 Field Street, Box 130  
Hazelton, BC V0J 1Y0  
T: 250-842-5218  
F: 250-842-5987

July 7, 2021

Brian Doddridge  
Deputy Corporate Officer  
Village of Hazelton  
4310 Field Street, PO Box 40  
Hazelton, BC V0J 1Y0

Dear Mr. Doddridge,

We are writing to request a resolution from the Village of Hazelton in support of our application to Northern Development Trust for the Northern Healthy Communities Capacity Building Fund.

In 2002 Upper Skeena Counseling and Legal Assistance Society (USCLAS) suffered a severe setback: the Liberal Provincial government cutback the Legal Aid budget by 40%. The Legal Services Society was forced to close down all of the legal aid offices in BC, including USCLAS. With help from our Board Members, sponsorship from the Law Foundation, support from the community, and through taking legal aid contracts, Ms. Locke, our managing lawyer, succeeded in keeping this valuable resource in the Gitxsan Territory. Because of the continuing funding cutbacks to legal services in Northern British Columbia, USCLAS has expanded our geographical reach to stretch from Burns Lake to the Haida Gwaii. We have also responded to the increasing legal needs of non-Indigenous inhabitants of the Northwest.

The Northern Development Trust's Northern Healthy Communities Capacity Building Fund was developed to support communities adjusting to the expected economic growth as a result of the Coastal GasLink and LNG Canada projects. As a result of the increased population across the Northwest, USCLAS is experiencing an increased demand on our services. Therefore, we are applying for \$100,000 from the Northern Development Trust. This money would primarily be used to fund another lawyer, in part contributing to the succession plan of Ms. Locke. This funding would also be used to improve our online systems, website and for minor renovations and office upgrades.

Sincerely,

**Linda D. Locke, Q.C.**

Executive Director  
Upper Skeena Counselling and Legal Assistance Society  
4305 Field Street, PO Box 130  
Hazelton, BC V0J 1Y0  
T:250-842-5218