

PEACE RIVER REGIONAL DISTRICT ELECTORAL AREA DIRECTORS COMMITTEE MEETING

A G E N D A

for the meeting to be held on Thursday, February 18, 2016 in the
Regional District Office Boardroom, 1981 Alaska Avenue, Dawson Creek, BC
commencing at 10 a.m.

1. Call to Order: Director Goodings to Chair the meeting
2. Director's Notice of New Business:
3. Adoption of Agenda:
4. Adoption of Minutes:
 - M-1 Electoral Area Directors' Committee Minutes of January 26, 2016
5. Business Arising from the Minutes:
6. Delegations:
7. Correspondence:
 - C-1 February 13, 2016 - Karen Goodings, Director, Electoral Area B - Rural Dividend (Handout)
 - C-2 February 15, 2016 - Pat Pimm, MLA-Peace River North/Parliamentary Secretary for Natural Gas to the Minister of Energy and Mines - Organic Labelling (Handout)
 - C-3 February 16, 2016 - Karen Goodings, Director, Electoral Area B - Baldonnel Post Office (Handout)
8. Reports:
 - R-1 Chris Cvik, Chief Administrative Officer - Discussion regarding the Bylaw Enforcement Policy Statement
 - R-2 February 12, 2016 - Bruce Simard, General Manager of Development Services - Advertising for Planning Notifications Due to Newspaper Closures
9. New Business:
 - NB-1 Karen Goodings, Director, Electoral Area B - Prespatou Community Planning
10. Communications:
11. Diary:
12. Adjournment:



**PEACE RIVER REGIONAL DISTRICT
ELECTORAL AREA DIRECTORS' COMMITTEE
MEETING MINUTES**

DATE: January 26, 2016
PLACE: Regional District Office Boardroom, Dawson Creek, BC
PRESENT:

Directors: Karen Goodings, Director, Electoral Area 'B' and Meeting Chair
Leonard Hiebert, Director, Electoral Area 'D'
Dan Rose, Director, Electoral Area 'E'

Staff: Chris Cvik, Chief Administrative Officer
Shannon Anderson, Deputy Chief Administrative Officer
Trish Morgan, General Manager of Community and Electoral Area Services
Jo-Anne Frank, Corporate Officer
Fran Haughian, Communications Manager / Commissions Liaison
Bruce Simard, General Manager of Development Services (10:10 a.m.)
Erin Price, Bylaw Enforcement Officer (10:55 a.m.)
Barb Coburn, Recording Secretary

ABSENT:

Directors: Brad Sperling, Director, Electoral Area 'C'

Call to Order Chair Goodings called the meeting to order at 10 a.m.

ADOPTION OF AGENDA:
January 26, 2016 Agenda MOVED by Director Hiebert, SECONDED by Director Rose,
That the Electoral Area Directors' Committee agenda for the January 26, 2016 meeting, including
items of New Business, be adopted:
Call to Order: Director Goodings to Chair the meeting
Director's Notice of New Business:
Adoption of Agenda:
Adoption of Minutes:
M-1 Electoral Area Directors' Committee Meeting Minutes of November 19, 2015.
Business Arising from the Minutes:
Delegations:
Correspondence:
C-1 January 19, 2016 - Vitaly Fendel, Pilgrim Bros. Ventures Ltd. - Wonowon Subdivision
C-2 January 12, 2016 - NEBC Resource Municipalities Coalition - Invitation to Join (Handout)
Reports
R-1 January 2, 2016 - Chris Cvik, Chief Administrative Officer - Building Inspection Services
R-2 Discussion Item - Chris Cvik, Chief Administrative Officer - Next Steps for a Water Services
R-3 December 31, 2015 - Erin Price, Bylaw Enforcement Officer - Enforcement File Update
New Business:
NB-1 Karen Goodings, Director, Electoral Area B - Notes from Premier's BC Natural Resources Forum in
Prince George (Handout)
NB-2 Stakeholder Voting
NB-3 Pipelines crossing private property
Communications:
Diary:
Adjournment:

CARRIED.

ADOPTION OF MINUTES:

M-1
EADC meeting minutes of
December 17, 2015

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Electoral Area Directors' Committee Meeting minutes of December 17, 2015 be adopted.
CARRIED.

CORRESPONDENCE:

C-1
Proposed Wonowon
Subdivision

The Directors requested that Trish Morgan, General Manager of Community and Electoral Area Services and Bruce Simard, General Manager of Development Services investigate the process to apply to establish a subdivision on Crown land with Ministry of Forests, Lands and Natural Resource Operations; i.e., whether to initiate the subdivision process with an application to the Ministry of Forests, Lands and Natural Resource Operations or to the Ministry of Transportation and Infrastructure, etc. Director Goodings will respond to Mr. Fendel to advise him on the progress to date and request more clarity regarding his request.

REPORTS:

R-1 - R-3

The following topics were discussed in length and will be further discussed at the next Regional Board meeting, if appropriate:

- Building Inspection Services;
- Next steps for a Water Service;
- Enforcement issues; and
- BC Natural Resources (LNG).

ADJOURNMENT: The Chair adjourned the meeting at 12 p.m.

Karen Goodings, Chair

Barb Coburn, Recording Secretary

From: Karen Goodings
Sent: Saturday, February 13, 2016 11:07 AM
To: Trish Morgan; Director Leonard Hiebert <leonard.hiebert@prrd.bc.ca>
Cc: Chris Cvik; Director Brad Sperling; Director Dan Rose; Director Karen Goodings; Shannon Lewis; Kim Frech; Jo-Anne Frank
Subject: RE: Rural Dividend

Will this be on the agenda for next Thursday? I would also like to have a bit of discussion around the water issue.

From: Trish Morgan [<mailto:Trish.Morgan@prrd.bc.ca>]
Sent: February-04-16 9:15 AM
To: Director Leonard Hiebert
Cc: Chris Cvik; Director Brad Sperling; Director Dan Rose; Director Karen Goodings; Shannon Lewis; Kim Frech; Jo-Anne Frank
Subject: RE: Rural Dividend

Here's some information I found. Looks like Sue Kenny is the rep from Dawson Creek.

<https://news.gov.bc.ca/releases/2015PREM0065-001594>
<http://www2.gov.bc.ca/gov/content/employment-business/economic-development/developing-your-community/community-partners/rural-advisory-council>
http://www2.news.gov.bc.ca/news_releases_2013-2017/2015f1nr0030-000309.htm

Trish Morgan
General Manager of Community & Electoral Area Services
Peace River Regional District
Direct: 250-784-3218
Cell: 250-219-3000
trish.morgan@prrd.bc.ca

From: Director Leonard Hiebert
Sent: Thursday, February 04, 2016 9:11 AM
To: Trish Morgan <Trish.Morgan@prrd.bc.ca>
Cc: Chris Cvik <Chris.Cvik@prrd.bc.ca>; Director Brad Sperling <brad.sperling@prrd.bc.ca>; Director Dan Rose <Dan.Rose@prrd.bc.ca>; Director Karen Goodings <karen.goodings@prrd.bc.ca>
Subject: Rural Dividend

Hi Trish,

At the forum this week MLA Donna Barnett mentioned a fund that would be available to communities under 25,000 called Rural Dividend Fund/Initiative. They have a rural advisory committee which contains 14 members, including a rep. from Dawson Creek. Can you get more information for us as well as find out who the rep. is from Dawson Creek?

Thanks,

Leonard Hiebert
Electoral Director Area "D"
250-219-8098
leonard.hiebert@prrd.bc.ca

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Up to \$75-million Rural Dividend will help smaller communities

Acting on the recommendations from the Rural Advisory Council, Premier Christy Clark announced the up to \$75-million Rural Dividend to assist communities transition their economies, during her speech to Union of British Columbia Municipalities' delegates today.

Rural communities struggling to reinvigorate and diversify their local economies will be supported in building and implementing their own solutions, based on their community's values and needs. The Rural Dividend will support innovative and ambitious ideas and solutions with potential for the greatest impact on rural communities.

Supporting rural community transition and stability, the Rural Dividend will be focussed on the following priorities:

1. Building community capacity and quality of life.
2. Expanding learning and skill development opportunities.
3. Providing opportunities for rural youth to stay and return to rural communities.
4. Encouraging collaboration and partnerships between rural British Columbians and First Nations.

The \$25-million per-year pilot program will run from 2016-17 to 2018-19, and only be available to communities, outside urban areas, with a population of 25,000 or under. Communities will need to clearly articulate what the funds will be used for and demonstrate the need to be filled. The eligibility criteria and other program details will be finalized by March 2016. The application process will be fully operational starting 2016-17.

The funding will be administered by the Ministry of Forests, Lands and Natural Resource Operations, given its responsibility for rural development.

Quotes:

Premier Christy Clark –

“As the global resource economy is in transition, some of the communities that contribute the most to B.C. are feeling the pinch. The Rural Advisory Council was set up to help identify opportunities for communities to diversify their economies – and now we're delivering on our commitment to a Rural Dividend.”

Minister of Forests, Lands and Natural Resource Operations Steve Thomson –

“This funding, along with the Forest Communities Fund announced today, will provide an added boost to those communities who want to diversify their economy beyond forestry.”

Minister of Community, Sport and Cultural Development Peter Fassbender –

“What better place to announce funding of this size than at UBCM? Many small community councils are present and are able to hear first-hand the benefits that the Rural Dividend can provide to their community.”

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Parliamentary Secretary and chair of the Rural Advisory Council Donna Barnett –

“I am proud of what the Rural Advisory Council has accomplished by providing the principles that are the basis of the Rural Dividend. These are the people that understand what their communities need the most.”

Quick Facts:

- The Rural Advisory Council was formed in March 2015.
- Chaired by Parliamentary Secretary Donna Barnett, the council is comprised of 14 other members from rural B.C.
- The council meets on a quarterly basis, with its next meeting Oct. 15-16, 2015.

Existing programs that support rural communities under 25,000:

- Small Community Grant:
http://www.cscd.gov.bc.ca/lgd/policy_research/local_government_grants.htm
- Community Works Funds:
<http://www.ubcm.ca/EN/main/funding/renewed-gas-tax-agreement/community-works-fund.html>
- Strategic Priorities Fund:
<http://www.ubcm.ca/EN/main/funding/renewed-gas-tax-agreement/strategic-priorities-fund.html>

Learn More:

Rural Advisory Council: www.gov.bc.ca/ruraladvisorycouncil

The Government of British Columbia recognizes the critical importance of rural communities to this province. They are the lifeblood of B.C. and government is committed to working with rural stakeholders and leaders to foster thriving rural communities.

In response to rural B.C. needs, the Province created the Rural Advisory Council in 2014. The council offers a strong new voice for rural citizens, ensuring that rural British Columbians have regular and meaningful input to government policy decisions on how to best support rural prosperity and thriving rural communities across B.C.

British Columbians applied for council membership by submitting a resume and cover letter, identifying relevant business and community experience as well as expressing their personal vision for supporting rural communities.

The council represents a diversity of perspectives (demographic, geographic, sectoral) and appointed members are individuals and not representatives of an organization, business, or municipality.

In terms of key areas of interest, the council's initial focus includes stimulating:

- Better rural access to capital.
- Stronger business development support.
- Advancement of the Rural Dividend.

For Immediate Release
2015FLNR0030-000309
March 11, 2015

Ministry of Forests, Lands and Natural Resource Operations

Rural Advisory Council members announced

VICTORIA – Members of the Province’s new Rural Advisory Council were announced today by Forests, Lands and Natural Resource Operations Minister Steve Thomson and Parliamentary Secretary Donna Barnett.

The 14 individuals come from different areas of the province. The mandate of the council is to provide input to government policy decisions to best support thriving rural communities, while keeping in mind government’s need to control spending and ensure an overall balanced budget for the Province.

The initial focus for the council will be to provide advice on rural economic development, including rural access to capital and business development support for rural entrepreneurs and businesses. The council will also advise on rural community capacity building, including the Rural Dividend. Members are expected to meet on a quarterly basis, with the first meeting being held March 26-27, 2015, in Victoria. The council will be chaired by Parliamentary Secretary Donna Barnett, with a co-chair to be selected at the first meeting.

In September 2014, government released its report entitled Supporting Rural Development: Creating a Voice for Rural British Columbia. In the report, the Province committed to forming a Rural Advisory Council.

Quotes:

Minister of Forests, Lands and Natural Resource Operations Steve Thomson –

“There are promising economic opportunities on the horizon for British Columbia and we want to ensure that small and rural communities share fully in the benefits.”

Parliamentary Secretary Donna Barnett –

“We have accomplished good things for small communities – and rural B.C. – by working together. There is a lot to be said in favour of taking a collaborative approach, and the Rural Advisory Council will be helpful in that endeavour.”

Quick Facts:

- Applications for council members were accepted between Dec. 12, 2014, and Jan. 9, 2015.
- The 14 Rural Advisory Council members were selected from among 87 applicants.

Media Contact:

Greig Bethel,
Media Relations
Ministry of Forests, Lands and Natural Resource Operations
250 356-5261

February 18, 2016

For Immediate Release
2015FLNR0030-000309
March 11, 2015

Ministry of Forests, Lands and Natural Resource Operations

Members of the Rural Advisory Council

Debra Arnott, Cache Creek:

Arnott is the general manager of Community Futures Sun Country and for the past nine years, has co-owned and operated a logging company with her husband. She has experience working with local government and has a strong passion for enhancing economic development in rural communities.

Susan Clovechok, Fairmont Hot Springs:

Clovechok is the executive director of the Columbia Valley Chamber of Commerce. With over 25 years in business, she has a wide range of experience in sales, customer service, and quality and operational management. She wants rural communities to be economically diverse and sustainable, while providing residents the lifestyle that attracted them to their chosen community in the first place.

Geri Collins, Kamloops:

Collins is director of operations for the Community Futures Development Corporation of Central Interior First Nations. She and her husband owned and operated a successful construction business. They also raise cattle as a family venture. Collins has been a member of the Southern Interior Beetle Action Coalition since its inception and is a member of the Tk'emlúps te Secwépemc (Kamloops) Band.

Tom Hoffman, Williams Lake:

Hoffman is a Registered Professional Forester and a board member of Community Futures Cariboo-Chilcotin and the Northern Development Initiative Trust. He believes that rural B.C. has a long and proud tradition in resource development, including innovation to expand economic benefits.

Bill Holmberg, Houston:

Holmberg has over 20 years' experience in business and is currently a manager of a heavy-duty equipment business in Houston. Having spent two terms as the mayor of Houston, he is able to bring a local government perspective (from a rural standpoint) to the committee.

Chief Roy Jones Jr., Skidegate:

As a commercial fisherman, Jones has interacted with almost all of B.C.'s coastal communities. He has also been on the Native Brotherhood of B.C. general executive for 23 years. He is a hereditary chief on the Council of the Haida Nation and spends his time encouraging young people to continue their education and pursue business opportunities.

Sue Kenny, Dawson Creek:

Kenny is the general manager of Community Futures Peace Liard and the executive director of the Northeast Regional Community Foundation. Living in Northern B.C. makes her well aware of the challenges that are faced by rural communities. As a former city councillor in Dawson Creek, she's had an opportunity to build relationships with businesses and stakeholders alike.

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Jonathan Lok, Port McNeill:

Lok is a Registered Forest Technician with over 20 years' experience in the forest sector and he is a managing partner in a consulting firm. He brings his experience in facilitation, project management, communications and leadership to the Rural Advisory Council.

Grace McGregor, Christina Lake:

Previously the owner of a small business, McGregor is now chair of the Regional District of Kootenay Boundary, vice-chair of the Southern Interior Beetle Action Coalition and is engaged in many other community organizations. Her keen interest in rural B.C. began seven years ago when she attended the Reversing the Tide Conference in Prince George. Following subsequent meetings, McGregor and others put together a paper entitled "What rural B.C. needs to survive".

David Pernarowski, Terrace:

Pernarowski is a former mayor of Terrace and currently works as an account manager at a firm in Terrace. His current role allows him to work with First Nations, community stakeholders and municipal government. Part of this work is to help clients improve business development and client services. Based on his past experience, he brings a clear perspective on stakeholder relations from a rural B.C. standpoint.

Chris Pieper, Armstrong:

Pieper is the current mayor of Armstrong with over 20 years in local government. Previously, he worked in the forest sector and as a consultant. He believes strongly in the value of rural communities and feels that support and opportunities must be enhanced to allow for maximum growth.

Sylvia Pranger, Agassiz:

Pranger has previous local government experience both as a councillor and as mayor. She is an active volunteer in her community and appreciates the contributions that rural communities make to B.C. She wants to be a voice at the table to make sure that rural issues are heard.

Gerry Thiessen, Vanderhoof:

Thiessen is the mayor of Vanderhoof, vice-chair of the Regional District of Bulkley-Nechako and vice-chair of the Omineca Beetle Action Coalition. He also owned a cattle operation. His vision for rural B.C. is to make sure the residents are healthy and educated and stay in their community to make it economically sustainable.

Eric (Rick) Thompson, McBride:

Thompson is a retired district administrator for School District 57 and a former school principal. He is currently the successful owner/operator of three small businesses in McBride. He has vast experience working in education and regional government. Having seen success with small businesses in a rural setting, he is sure that the council will be able to increase those opportunities in other communities.

From: Pat Pimm [<mailto:pat.acl@pris.ca>]

Sent: Monday, February 15, 2016 16:28

To: Barry Follensbee; Barry Critcher; Willie Rath; Rick Kantz; Martin Odermatt ; Julie Robinson ; Lee Dowd; Robert Vanderlinden; Darwin Linford; Lori Ackerman; Kerry Clark; Garnet Berge; Brian Johnston; Mike McConnell; Karen Gooding; Brad Sperling; Dennis Gelling; Bill Bouffieux; Ken Siemens; Brian Stratuliak; Renee Ardill; Jill Cope; Talon Gauthie; Blayne Meek; Ruth Vinie; Shaun Grant; Leonard Heibert

Cc: Pat Pimm

Subject: Organic labelling

Hi all

Here is some new legislation that was just put on the floor of the legislature today.

News You Can Use: Organic Labelling Legislation Introduced

Our government has introduced legislation – Bill 11, the Food and Agricultural Products Classification Act – to help British Columbians shop with confidence by creating certainty with the labelling of organics in British Columbia.

Messaging:

- By helping consumers make more informed choices, these new measures will contribute to the BC Agrifood and Seafood Strategic Growth Plan goal of increasing overall sector revenues to \$15 billion per year by 2020.
- To broaden the existing system of prescribed food and agricultural product classifications to ensure that specific standards are met and that marketing accurately reflects those standards, specific goals include:
 - Adding the ability to prohibit the use of prescribed terms such as “organic” in marketing unless certain requirements are met; and
 - Providing the ability to create new classifications for products such as appellation of origin for wine produced in BC outside of the VQA system.
- The changes are time-sensitive. In order for producers and processors to comply with the organic certification scheme, up to three years may be needed to modify farm conditions. As much advance notice as possible is recommended in order to provide producers with a transition period to bring their farming or processing practices into compliance.
- The legislation also creates the framework to allow for new classifications for future regulations related to the designation of BC-produced wine outside of the VQA.
 - The British Columbia Wine Authority (BCWA) will be responsible for conducting an industry plebiscite to approve the recommendations to reform the regulations.
- If passed, the Food and Agricultural Products Classification Act will replace the Food Products Standards Act, Agri-food Choice and Quality Act, and the Agricultural Produce Grading Act which contributes to red tape reduction initiative.

Link to release: <http://ow.ly/YmgxI>

Ben James

Director of Communications

BC Liberal Government Caucus

[250-356-9131](tel:250-356-9131) (office)

[250-208-7052](tel:250-208-7052) (mobile)

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From: Karen Goodings [<mailto:kgooding@pris.bc.ca>]
Sent: February-16-16 8:16 PM
To: 'cmg73'
Cc: Brad Sperling (brad.sperling@prrd.bc.ca)
Subject: RE: Baldonnel post office

Thanks, I have received this and if I understand correctly, the changes to the mailing address must mean they intend to change it from Baldonnel or Two Rivers to your 911 address PRRD. That is certainly not acceptable. I will be supporting Brad in a letter being written from the PRRD Board under the signature of the Chair to reinforce that this is not acceptable. I certainly hope that Bob is able to make some headway.

From: cmg73 [<mailto:cmg73@telus.net>]
Sent: February-16-16 1:56 PM
To: Bob.Zimmer@parl.gc.ca; brad.sperling@prrd.bc.ca; karen.goodings@prrd.bc.ca; barb.lincoln@cpaa-bcyukon.com
Subject: Baldonnel post office

Good day Mr. Zimmer,

I have sent you this email in regards to the Baldonnel Post Office at which I receive my mail. I was informed on Friday, February 12, 2016 that you are still aiding the Baldonnel community in the fight to keep our post office. I would like you to know that I am very upset that Canada Post plans on closing our post office and that I, myself, had interest in the job and still do. Unfortunately, by the time I finally tracked down the right person to speak to about the job opening I was told that it was no longer an option because the time was up and Canada Post was closing the post office. The following is an outline of what I went through just to be told that the post office was going to close anyway.

In the last week of December 2015, I received my first and only piece of correspondence regarding the possible closure of the Baldonnel Post Office. Strangely, this letter was not from Canada Post, but from the Canadian Postmasters and Assistants Association (CPAA), the union which represents rural post office employees (attached). Diane Foster, the fill in postal worker at Baldonnel post office, suggested that I call in and voice my opinion on the post office's possible closure and to also report that I was interested in the job. Diane also gave me a phone number for Karen Goodings and suggested I call her and let her know as well. As there was no phone number for Martha Greger, I called the number for Barb Lincoln and received a message that she would be back in the office in the new year.

I called Karen Goodings and spoke to her. She told me that she had a meeting with you on the 6th of January and would add me to her list of disgruntled residents and also took note that I was interested in the job. Karen gave me a number for Canada Post (1-800-267-1177) I sent her a copy of the letter I received from the CPAA. I attempted to call the 1-800 number for Canada Post numerous times, but only received a message that stated all lines were and to busy please call back later.

On the 4th of January, 2016, I finally spoke to Barb Lincoln. Barb explained to me that Canada Post had told her they had no applicants for the job opening. I told her that I was interested and would like any information she could give me about the job. She told me the hours, the pay and that it was the postmaster's responsibility to cover the rent and utilities over and above the amount of money that Canada Post allotted towards the rent of the post office building. She added that the postmaster was allowed to ask the community for financial assistance towards these expenses when I explained to her that postmasters in the past had informed me that Canada Post had told them they were not allowed to ask the community for financial aid. Barb gave me the number for the Fort St. John Post Office (250-785-4625) so that I could call and ask about the job opening in Baldonnel.

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The lady that answered the phone told me to go on Canada Post's website and look under 'job openings' for the Baldonnel Post Office posting. I went online and looked through all of the job postings but did not find one for the Baldonnel Post Office. I called the FSJ Post Office back and the lady told me that the job was either filled or no longer available for some reason.

Every day, throughout this whole process, I attempted the 1-800 number for Canada Post and always got the same message.

On January 21, 2016, I received a letter in the mail regarding changes to my postal services at Baldonnel Post Office accompanied by a form to change my mailing address (attached). I called David Kruger, the contact named at the bottom of the page. I explained my issues to him, from not wanting the post office to close and possibly taking the job to the inconveniences of changing my address when I have two businesses' mail as well as my personal mail going to that post office. Not to mention, I may be moving to another residence within the area in the next 6 months to a year. As you may guess, I was extremely frustrated. David explained to me that this was not his area and he put me in contact with Martha Greger.

I called Martha Greger and once again explained myself to yet another person. What Martha had to say to me did not make me very happy at all. She said that the job opening was posted at the post office and that the residents had all received a letter informing them of the job opening and/or the possible closure of the post office. As a resident receiving mail at the Baldonnel Post Office, I should have received personal notice from Canada Post about what was happening, but I did not. Martha told me that letters were sent and put in each resident's mailbox. She stated that she was sorry I missed the posting and somehow misplaced the letter but there was nothing that could be done about it now as the decision had been made that the post office would be closing down. According to her, Canada Post had done everything it possibly could to help us keep it open.

That concludes the story of my little goose chase. I came out of the whole ordeal feeling like Canada Post meant to close the Baldonnel Post Office down from day one and did everything it could to ensure that it happened.

Hopefully the closure can be stopped. Once again, I am very interested in the job. Thank-you for the effort you are putting into this issue on behalf of the Baldonnel residents.

I have also forwarded this email to Brad Sperling, Karen Goodings and Barb Lincoln.

February 17, 2016



PEACE RIVER REGIONAL DISTRICT

REVISED

POLICY STATEMENT
BYLAW ENFORCEMENT

Department: All

R-1

PURPOSE

The purpose of the policy is to ensure economy and uniformity of administration and enforcement of the Regional District's bylaws and resolutions; to reduce the Regional District's potential liability; to ensure that staff provide consistent information to the public and to the Board about Regional District regulations; and to reinforce the need for cooperation among departmental staff in solving bylaw enforcement problems.

APPLICATION

This policy will apply to the investigation of violations and enforcement of all Regional District bylaws as well as the self-help provisions of the *Local Government Act* and any other statutes which apply to the Regional District.

1. (i) Staff are authorized to react to infractions identified through the complaint process and shall not seek out infractions, for the following bylaws:
 - a. zoning bylaws; except as provided by section 2 below;
 - b. unsightly premises bylaw;
 - c. mobile home park bylaw;
 - d. noise bylaw.
- (ii) For all other **existing regulatory** bylaws, staff is authorized to react to infractions when observed during working hours.
2. Notwithstanding section 1 (i) (a), staff are directed and authorized to investigate bylaw contraventions that may exist after a development application has been denied by the Regional Board or if a permit has expired.
3. When Complaints are received that are not in contravention of PRRD regulations but may be in contravention of another agency, staff will direct the complainant to the other agency.
4. When complaints are received that are in contravention of PRRD regulations and another agency staff will advise the landowner and the other agency by way of copy.
5. When a complaint has been received and the landowner makes an application to the Regional Board as a way to remedy the contravention, enforcement will be suspended while the application is in progress, except:
 - (i) If the applicant unreasonably delays the progress of the application, enforcement will commence.

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REVISED

Note: Applications that are a result of a bylaw contravention will be noted in the development application report.

6. Staff will first attempt to resolve bylaw infractions by providing information to all interested parties. A mutually agreeable timeframe for compliance will be established and confirmed by staff in writing. Failing a reasonable attempt by the interested parties to comply, the matter will proceed to the Board. Approval of the Board to proceed with enforcement is required. Self-help provisions of the Local Government Act may be invoked. Alternatively, the Board may be asked to approve legal assistance and court proceedings.
7. Complainants are required to provide their concerns in writing and under signature, including their name and address to the Regional District. Individuals laying a complaint should be made aware they may be required to provide a legal statement if the matter proceeds to court.
8. Where ever possible, anonymity will be maintained between the complainant and the alleged violator.
9. Staff will apply standard enforcement procedures in all electoral areas unless specifically varied by a Board resolution. Area Directors will be advised in advance where difficult cases have arisen.
10. Where rezoning or other changes are brought to the Board for approval as the result of enforcement actions, the Board report must include comments concerning the enforcement problem so that the Regional Board is fully aware of all the reasons for the proposed rezoning or other changes under the bylaws and the public concern initiating the enforcement action.
11. Enforcement shall be progressive and may include the following remedies:
 - a) Direct enforcement without the involvement of a court generally includes:
 - (i) Various attempts at resolution with the interested parties;
 - (ii) If compliance cannot be achieved, report to the Board outlining the contravention with recommendations;
 - (iii) the interested parties are sent a copy of the Regional Board's Report and invited to make a presentation for public consideration at a Regional Board meeting; and
 - (iv) after the public consideration, the Board considers appropriate action to be taken.
 - b) Injunction proceedings, both interlocutory and final, in Supreme Court.
 - c) Quasi criminal proceedings (prosecution) in the Provincial Court.
 - d) Municipal Ticketing Information (MTI)
 - e) Bylaw Notice Enforcement
12. That correspondence is conveyed by registered mail when dealing with time sensitive requirements.



Peace River Regional District REPORT

R-2

To: Electoral Area Directors Committee

Date: February 12, 2016

From: Bruce Simard, GM of Development Services

**Subject: Advertising for Planning Notifications
Challenges Due to Newspaper Closures**

RECOMMENDATION:

THAT EADC recommend to the Regional Board that legislatively required advertising for planning and development applications be conducted as follows:

Primary Advertising:

Use Alaska Highway News (AHN) for all legislatively required advertising.

{this provides the greatest efficiency and flexibility for meeting legislative requirements}

Supplemental advertising:

Chetwynd Area (West Peace):

- 1 issue of Coffee Talk
- PRRD Web-site
- PRRD Face Book
- Energetic City (3 days before meeting)
- 1 Face Book Push ad

Dawson Creek Area (South Peace)

- 1 issue of the Mirror
- PRRD Web-site
- PRRD Face Book
- Energetic City (3 days before meeting)
- 1 Face Book Push ad

Fort St John Area (North Peace)

- 1 issue of the Northerner
- PRRD Web-site
- PRRD Face Book
- Energetic City (3 days before meeting)
- 1 Face Book Push ad

Staff Initials:

Dept. Head: *Bruce Simard* CAO:

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BACKGROUND/RATIONALE:

As you know the Chetwynd Echo and the North East News have recently ceased publication. This immediately limits our options and reach for legislatively required advertising for planning and development applications.

Particularly for public hearings the requirement is to advertise in “two consecutive issues” of a newspaper available in the area, with the last notice not less than 3 and not more than 10 days before the date of the hearing.

Our go-to newspaper in the rural areas over the last number of years has been the North East News, because of its free distribution to all post boxes. That is now gone.

The remaining newspaper options are shown in the table below.

The main differences and challenges (compared to the NE News) are a combination of limited distribution areas, paid subscriptions, lack of direct mail delivery.

However, these are the same challenges that existed before the advent of the NE News, and notification requirements were still met.

Moving forward we now also have a number of other supplemental advertising opportunities in addition to the required newspaper publications, which did not exist 10-12 years ago:

[Energeticcity.ca – News from Fort St. John, Dawson Creek ...](http://Energeticcity.ca) Per view costs
energeticcity.ca/

Contains news, classified ads and events, specific to the Peace Region.
On line web banner and ad advertising.

Town wall

<http://townwall.ca/> FREE

TownWall is a place for people seeking to find out more about the community in Fort St. John and area to discover upcoming events, community programs, organizations, and more. Who is behind TownWall and how are we updated? We provide a free account for organizations to post all of their upcoming event and community information. If you notice that an event or other info is missing, encourage the organization to post their event

CJDC Bell Media

<http://www.cjdctv.com/> will put the paid for ads on webpage

Chet TV/Peace FM web page

<http://peacefm.ca/events/> a community calendar

Facebook Direct Push ads

Reach 31,000 people near Peace River Regional District "Official Page". Start at \$28.00 per push

Newspapers in PRRD

Name	Areas served	Frequency	Circulation	
Alaska Highway News	Dawson Creek, Fort St John, Fort Nelson and surrounding communities	Daily	21,190	Subscription & Available on line
Pipeline News North (AHN)	Fort St John	Monthly	16,000	Subscription
The Mirror (AHN)	Dawson Creek	Weekly	8,500	Free in the community
The Northern Horizon (AHN)	Dawson Creek	Bi-Weekly	20,000	Free in the community
The Northerner (AHN)	Fort St John	Weekly	10,200	Free in the community
Coffee Talk Express	Chetwynd, Dawson Creek, Tumbler Ridge and Hudsons Hope, British Columbia.	Publishing Every Monday, Wednesday and Friday.	Hudsons Hope-10 Tumbler Ridge-350 Dawson Creek-485 Chetwynd- 1500	Free in the community
Tumbler Ridge News	Tumbler Ridge	Distributed every Thursday	1,300	Subscription & available on line

STRATEGIC PLAN RELEVANCE:

FINANCIAL CONSIDERATION(S):

The advertising costs will likely be higher, but coverage and reach will be improved.

COMMUNICATIONS CONSIDERATION(S):

The Board actively strives to be more transparent improve communications with citizens.

OTHER CONSIDERATION(S):

ELECTORAL AREA DIRECTORS' COMMITTEE

DIARY ITEMS

<u>Item</u>	<u>Status</u>	<u>Notes</u>	<u>Diarized</u>
1. Farmer's Advocacy Office	on-going	provide the agenda and meeting notes of the Farmer's Advocacy meetings on a quarterly basis	May 21, 2015