

PEACE RIVER REGIONAL DISTRICT
ELECTORAL AREA DIRECTORS COMMITTEE MEETING

A G E N D A

for the meeting to be held on Thursday, August 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 July 21, 2016
5. Business Arising from the Minutes:
6. Delegations
D-1 Northern Health - Crystal Brown, CPHI(c), B.Tech, B.Sc, Environmental Health Officer - PRRD Public Water Tank Loader Discussion
7. Correspondence:
C-1 August 2, 2016 - Director Gwen Johansson - Appointing Alternate Directors
8. Reports:
9. New Business:
10. Communications:
11. Diary:
12. Adjournment:



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

DATE: July 21, 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'
Brad Sperling, Director, Electoral Area 'C'

Staff: Chris Cvik, Chief Administrative Officer
Trish Morgan, General Manager of Community and Electoral Area Services
Claire Negrin, Assistant Manager of Development Services
Fran Haughian, Communications Manager / Commissions Liaison
Erin Price, Bylaw Enforcement Officer
Barb Coburn, Recording Secretary

Call to Order Chair Goodings called the meeting to order at 11:52 p.m.

ADOPTION OF AGENDA:

July 21, 2016 Agenda
MOVED by Director Sperling, SECONDED by Director Rose,
That the Electoral Area Directors' Committee agenda for the July 21, 2016 meeting 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 April 29, 2016.
Business Arising from the Minutes:
Delegations:
Correspondence:
C-1 Letter from Gloria Rounds concerns - Re: ATV user
C-2 Email from Bess Legault, B.Sc., B.I.T. – Peace Bat Conservation Project – Bat Box Pickup
C-3 Open Burning Smoke Control Regulation – Policy Update
C-4 Farmers in Canada and Monsanto - for Discussion
C-5 Ministry of Environment and dumping on Crown Land - for Discussion (Director Goodings)
C-6 Katie Berezan, Administrative Assistant, Residential Inclining Block Rate Report to
Government of BC - Request for Comments
Reports
R-1 June 3, 2016 – Chris Cvik, Chief Administrative Officer – Farmers' Advocate Office
R-2 June 7, 2016, Trish Morgan, GM of Community and Electoral Area Services – Rural
Dividend Grant Program
R-3 June 7, 2016– Claire Negrin, Assistant Manager of Development Services - Proposed
Community Engagement Process – Prespatou Rural Community Plan
R-4 June 8, 2016 – Trish Morgan, GM of Community and Electoral Area Services and Fran
Haughian, Manager of Communications/Commission Liaison – Proposed Electoral Area
community contact feed on subscription feature on the PRRD website
R-5 July 14, 2016 - Claire Negrin, Assistant Manager of Development Services - Proposed
Draft Private Campground Guidelines

ADOPTION OF AGENDA (CONTINUED):

July 21, 2016 Agenda
(continued)

Reports (continued)

R-6 July 14, 2016 - Claire Negrin, Assistant Manager of Development Services - West Peace Official Community Plan (WPOCP)

R-7 July 15, 2016 Bruce Simard, General Manager of Development Services - Development Information Signs

R-8 July 15, 2016 - Bruce Simard, General Manager of Development Services - Discussion Paper Regarding the Review of ALR Applications

R-9 June 30, 2016 - Erin Price, Bylaw Enforcement Officer - Bylaw Enforcement File Quarterly Update

New Business:

NB-1 Building Permit Bylaw (Director Sperling)

NB-2 Value of FCM and UBCM (Director Sperling)

NB-3 Value of NP and SP EDC (Director Sperling)

NB-4 Rural Fringe Area Planning (Director Goodings)

Communications:

Diary:

Adjournment:

CARRIED.

ADOPTION OF MINUTES:

M-1
EADC meeting minutes of
April 29, 2016

MOVED by Director Hiebert, SECONDED by Director Sperling,
That the Electoral Area Directors' Committee Meeting minutes of April 29, 2016 be adopted.

CARRIED.

Recess The meeting recessed for lunch at 12:05 a.m.

Reconvene The meeting reconvened at 12:35 p.m.

CORRESPONDENCE:

C-1
ATV User Concerns

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Electoral Area Directors' Committee recommends to the Regional Board that a letter be forwarded to the Solicitor General expressing increasing concerns regarding:

- a) the excessive trespassing on private property using off-road vehicles;
- b) that owners of these vehicles are not adhering to the legal requirement to acquire the appropriate licencing; and
- c) to request that the RCMP increase efforts to enforce the requirements of the *Off-Road Vehicle Act*.

CARRIED.

C-4
Farmers I Canada and
Monsanto

MOVED by Director Hiebert, SECONDED by Director Rose,
That the Electoral Area Directors' Committee recommends to the Regional Board that the concerns discussed regarding the genetically modified variety of alfalfa produced by Monsanto and Forage Genetics International; i.e., the potential for contamination of existing alfalfa varieties locally that will jeopardize the livelihood of organic producers and farmers who export alfalfa products, be referred to the Agricultural Advisory Committee.

CARRIED.

CORRESPONDENCE (CONTINUED):

C-5
Dumping Garbage on Crown Land

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Electoral Area Directors' Committee recommends to the Regional Board that concerns regarding illegal dumping on Crown land be referred to the Solid Waste Committee to consider options of expanding its budget to deal with illegal dumping, especially abandoned and burnt vehicles.

CARRIED.

C-6
Residential Inclining Block Electricity Rate

MOVED by Director Sperling, SECONDED by Director Rose,
That the Electoral Area Directors' Committee recommends to the Regional Board that the information received regarding the Residential Inclining Block Electricity Rates be referred to the Communication Manager to get the word out to residents utilizing Regional District means.

CARRIED.

REPORTS:

R-1
Farmers' Advocate Office

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Electoral Area Directors' Committee recommends to the Regional Board that:

- a) Administration forward a Notice of Intent to Renew to the Farmers' Advocate Office with the offer to renew the contract for a one-year term from August 1, 2016 to July 31, 2017; and
- b) the Communication Manager get the word out utilizing Regional District means to advise residents that information is available to assist people with dealing with petroleum companies and where the information can be found.

CARRIED.

R-3
Proposed Community Engagement Process - Prespatou Rural Community Plan

MOVED by Director Rose, SECONDED by Director Hiebert,
That the June 7, 2016 report from Claire Negrin, Assistant Manager of Development Services regarding the Proposed Community Engagement Process - Prespatou Rural Community Plan be referred to the August 18, 2016 Electoral Area Directors' Committee meeting.

CARRIED.

R-4
Proposed Electoral Area Community Contract Feed on Subscription Feature on the PRRD Website

MOVED by Director Sperling, SECONDED by Director Rose,
That the Electoral Area Directors' Committee recommends to the Regional Board that the Electoral Area Directors' Committee provide staff with additional time to research options to communicate with electoral area residents now that the Emergency Executive Committee resolved to authorize staff to research the availability and cost of leveraging technology to assist in communications and information gathering" and there may be advantages to having a seamless communications system that can send information out during times of emergency and for normal business operations.

CARRIED.

R-5
Proposed Draft Private Campground Guidelines

The Directors discussed the proposed guidelines for campgrounds on private property. They requested that staff make some further changes and bring it back to Electoral Area Directors' Committee for more discussion.

R-6
West Peace Fringe Area Official Community Plan

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Electoral Area Directors' Committee recommends to the Regional Board that the timeline for the West Peace Fringe Area Official Community Plan be extended by one year to the end of 2017; and that the Moberly Lake Community Information mail out be approved for distribution.

CARRIED.

REPORTS (CONTINUED):

R-7 Development Information Signs The Directors agreed to the use of coroplast for the required signs to be used by applicants to post on the development sites as noted in the Development Application Procedures and Fees Bylaw No. 2165, 2016.

R-8 Review of ALR Applications MOVED by Director Rose, SECONDED by Director Hiebert, That the Electoral Area Directors' Committee recommends to the Regional Board that Agriculture Land Reserve applications be forwarded to the Agricultural Land Commission without comment as a pilot project for a one-year term. CARRIED..

Recess The meeting recessed at 2:35 p.m.

Reconvene The meeting reconvened at 2:45 p.m.

R-9 Bylaw Enforcement MOVED by Director Goodings, SECONDED by Director Sperling, That the Electoral Area Directors' Committee recommends to the Regional Board that a letter be forwarded to the Agricultural Land Commission to enquire what alternate action can be taken, rather than amalgamation of the two pieces of property, to rectify issues in regards to the Samuel Ranch application. CARRIED.

NEW BUSINESS:

NB-1, Building Permit Bylaw NB-2 Value of FCM and UBCM; and NB-3 Value of NP and SP EDC's The Directors would like to have the collection of the School Acquisition Tax be collected through other means than the building permit process. They also discussed the value of continuing to attend the various conventions such as Federation of Canadian Municipalities and Union of British Columbia Municipalities and the value of continuing with the North Peace and South Peace Economic Development Commission. It was decided to monitor these issues over the next year and review them again after that time.

NB-4 Meetings during UBCM MOVED by Director Rose, SECONDED by Director Sperling, That the Electoral Area Directors' Committee recommends to the Regional Board that the Electoral Area Directors be authorized to meet with staff of the Community, Sport and Cultural Development Ministry during Union of British Columbia Municipalities to discuss issues of a purely rural nature. CARRIED.

Adjournment: The Chair adjourned the meeting at 4:15 p.m.

Karen Goodings, Chair

Barb Coburn, Recording Secretary

From: Karen Goodings [<mailto:kgooding@pris.bc.ca>]
Sent: Monday, August 08, 2016 11:19 AM
To: Chris Cvik <Chris.Cvik@prrd.bc.ca>
Subject: RE: Attached Image

Good morning, I would like this to be on the next EADC agenda for discussion.

From: Chris Cvik [<mailto:Chris.Cvik@prrd.bc.ca>]
Sent: August-04-16 11:40 AM
To: Director Gwen Johansson; Director Brad Sperling; Director Leonard Hiebert; Director Dan Rose; Director Karen Goodings
Cc: Shannon Anderson; Jo-Anne Frank
Subject: FW: Attached Image

Hello Director Johansson,

Under the Local Government Act, the language allows for a municipality to appoint a number of alternate directors if they so choose - Section 200(3)(b). Electoral Areas do not have that ability. When I contacted the Ministry of Community Sport and Cultural Development to enquire why, I was told that it has to do with alternates from municipalities being elected as opposed to them being appointed. I did ask whether Section 201(7), allowed an Electoral Area Director to appoint a second alternate (a back-up to the back-up) to fill in those situations where the Director is absent and the Alternate Director is not available to attend in her/his place. I was informed that 201(7) applies only when the alternate position becomes permanently vacant. They are going to check on this to confirm and will get back to me if they were incorrect in any information they provided to me.

I hope this answers your question. If not, please call me.

Chris

Alternate directors: municipalities

200 (1) The council of a municipality may appoint a council member as an alternate director.

(2) The alternate director may take the place of, vote and generally act in all matters for an absent municipal director, including a matter delegated to that director by the board.

(3) If there is more than one municipal director, the authority under subsection (1) may be exercised either

(a) by specifying, for each municipal director, the council member who is the alternate director for that municipal director, or

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(b) by appointing a number of alternate directors and establishing a system to determine which alternate director is to act in the place of any absent municipal director.

- (4) As a restriction on subsection (3) (b), at any one time, an alternate director may act in place of only a single municipal director.
- (5) If the council appoints an alternate director, the municipal corporate officer must notify the regional district corporate officer of the appointment in writing.
- (6) An alternate director holds office as alternate director until another council member is appointed as a replacement and the regional district corporate officer has been notified of the new appointment.
- (7) If the seat of a municipal director becomes vacant through resignation, disqualification or death, the alternate director appointed under subsection (1) becomes the municipal director in place of the director whose seat became vacant until a new director is appointed.

Alternate directors: electoral areas

201 (1) An electoral area director must appoint an alternate director as follows:

- (a) the appointment must be made within 60 days of
- (i) the electoral area director being elected, or
 - (ii) the office of the alternate director becoming vacant through resignation, disqualification or death;
- (b) the person appointed must have the qualifications necessary to be nominated as a director for the electoral area.

(2) An appointment under subsection (1) takes effect when

- (a) the appointment has been approved in writing by 2 electors who reside in the electoral area that the director represents, and
- (b) the director notifies, in writing, the regional district corporate officer of the appointment of the alternate.

(3) If an electoral area director does not appoint an alternate director in accordance with subsection (1), the board must, by resolution, appoint a person who has the qualifications necessary to be nominated as a director for that electoral area as alternate director for the electoral area director.

(4) An appointment under subsection (3) takes effect when the resolution making the appointment is passed, and the alternate director so appointed holds office until the next general local election.

(5) If the office of an electoral area director becomes vacant through resignation, disqualification or death,

(a) the alternate director holds the office until that person's successor takes office following the next election for the office, or

(b) if the alternate director is unable or unwilling to hold office as director, the board must, by resolution, appoint another person who has the qualifications to be nominated as a director for the electoral area and that person holds the office as provided in paragraph (a).

(6) On behalf of an absent electoral area director, the alternate director appointed under this section may take the place of, vote and generally act in all matters for the absent electoral area director, including in relation to a matter delegated to that director by the board.

(7) The electoral area director who appointed an alternate director may appoint, as a replacement for the alternate director, another person who has the qualifications necessary to be nominated as a director for that electoral area.

(8) An alternate director appointed by an electoral area director holds office as alternate director until a replacement is appointed under subsection (7) or until the next general local election, whichever is earlier.

From: Shannon Anderson
Sent: Tuesday, August 02, 2016 2:07 PM
To: Chris Cvik <Chris.Cvik@prrd.bc.ca>
Subject: FW: Attached Image

Hi Chris, do you want to answer Gwen? Although we did talk about this last week, I'm not sure on the appropriate response.

[Shannon Anderson](#) | Deputy CAO
PEACE RIVER REGIONAL DISTRICT | Direct: 250-784-3203
Shannon.Anderson@prrd.bc.ca | www.prrd.bc.ca



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From: Gwen Johansson [<mailto:mayor@hudsonshope.ca>]
Sent: Tuesday, August 02, 2016 11:58 AM
To: Shannon Anderson <Shannon.Anderson@prrd.bc.ca>
Cc: Karen Goodings <Kgooding@pris.bc.ca>; Director Leonard Hiebert <leonard.hiebert@prrd.bc.ca>;
Director Dan Rose <Dan.Rose@prrd.bc.ca>; Brad Sperling <bsper@hotmail.com>
Subject: FW: Attached Image

Good morning, Shannon,
After the last Board meeting, I talked to you about representation at the Board, specifically having alternates as representatives.
My understanding, albeit from several years back, was that we were to have 1 representative, (and that was expected to be the mayor, although it hasn't always been) and 1 alternate. If they were not available, then there was no representation at that meeting.

Attached is a letter from Fort St John, indicating that Fort St John has passed a motion that any of their councilors can serve as alternates if needed.
The motion was apparently passed in order to ensure that they had two representatives at the July 14 meeting.

I note that one of the agenda items of the July 14 meeting dealt with an issue that significantly affected residents in Electoral Area D. The elected representative declared a conflict of interest. The alternate was unavailable. Therefore the residents that were most affected by the outcome of that issue had no representative to speak on their behalf. Fort St John, however, had a representative who was an "alternate for the alternate."

Could you please clarify what the present situation is regarding representation.

Thanks,
Gwen

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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