



PEACE RIVER REGIONAL DISTRICT

JULY BOARD MEETING MINUTES

DATE: July 14, 2016

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT:

Directors

Vice-Chair Sperling, Electoral Area 'C'
Director Bumstead, City of Dawson Creek
Director Fraser, District of Taylor
Director Goodings, Electoral Area 'B'
Director Hiebert, Electoral Area 'D'
Director Johansson, District of Hudson's Hope
Director Lavoie, Village of Pouce Coupe
Director Nichols, District of Chetwynd
Director Rose, Electoral Area 'E'
Director Stewart, City of Fort St. John

Alternate Directors

Alternate Director Breti, Electoral Area 'D'
Alternate Director Caisley, District of Tumbler Ridge
Alternate Director Evans, City of Fort St. John

Absent

Chair McPherson, District of Tumbler Ridge
Director Ackerman, City of Fort St. John

Staff

Chris Cvik, Chief Administrative Officer
Kim Frech, Chief Financial Officer
Bruce Simard, General Manager of Development Services
Claire Negrin, Assistant Manager of Development Services
Kole Casey, South Peace Land Use Planner
Paulo Eichelberger, General Manager of Solid Waste Services
Trish Morgan, General Manager of Community and Electoral Area Services
Jennifer Moore, North Peace Economic Development Officer
Brenda Deliman, Recording Secretary

Others

Lorna Wollen, Montney
Shelley Milne, Tupper Creek
Kyle Dinsmore, Encana
Mike Fargo, Encana
Lisa Richmond
Brian Patiyson, Encana
Brian Lieverse, Encana
Lilli Kisser, Dawson Creek
Irene Merrick, Pouce Coupe

B. Gozyk, Dawson Creek
Sandra Milne, Tupper Creek
Noel Millions, Encana
Jason Blanch, Encana
Sean Merrick
W. Gray Jones, Tomslake
Pamela Wyant, Dawson Creek
Jeannette Kisser, Dawson Creek
Jonny Wakefield, Dawson Creek Mirror

Call to Order The Chair called the meeting to order at 10:08 a.m.

ADOPTION OF AGENDA:

ADOPTION OF AGENDA

RD/16/07/01

MOVED Director Goodings, SECONDED Director Hiebert,
That the Peace River Regional District Board agenda for the July 14, 2016 meeting,
including additional items for the agenda, be adopted as amended:

1. **Call to Order**
 2. **Directors' Notice of New Business**
 3. **Adoption of Agenda**
 4. **Adoption of Minutes**
 - M-1 Regional District Meeting Minutes of June 23, 2016
 - M-2 Committee of the Whole Meeting Minutes of June 23, 2016
 5. **Business Arising from the Minutes**
 6. **Delegations**
 7. **Petitions**
 8. **Correspondence**
 - C-1 June 27, 2016 – BC Hydro – 2016 UBCM Convention Meetings
 - C-2 July 4, 2016 – Ministry of Community, Sport and Cultural Development – 2016 Provincial Appointment Book
- Handout:*
- C-3 July 13, 2016 – Ministry of Forests, Lands and Natural Resource Operations – Northeast Regional Management Team Meeting
- Handout:*
- C-4 July 13, 2016 – Canadian Forest Products Ltd. – Canfor Pellet Plant Opening
9. **Reports**
 - R-1 June 29, 2016 – Martina Bancroft, North Peace Coordinator – North Peace Airport Society – Proposed Grant Application to Northern Development Initiative Trust
 - R-2 June 27, 2016 – Paulo Eichelberger, Manager of Solid Waste Services – Invitation for Transfer Station Open Houses
 - R-3 July 6, 2016 – Bruce Simard, General Manager of Development Services – Update to Liquor License – Farmington Fairways
 - R-4 July 6, 2016 – Bruce Simard, General Manager of Development Services – Application for Liquor Primary License – ATCO Two Rivers Camp Services Ltd.
 - R-5 July 7, 2016 – Kim Frech, Chief Financial Officer – Chetwynd Recreation Complex Purchasing Policy
 - R-6 July 5, 2016 – Brenda Deliman, Secretary of Legislative Services – Quarterly Listing – Open Board Items
 - R-7 June 27, 2016 – Dan Ross, Charlie Lake Fire Chief – Charlie Lake Fire Department Roof Repairs
 - R-8 July 6, 2016 – Director Johansson – Northeast Water Strategy Meeting
 - R-9 July 6, 2016 – Jo-Anne Frank, Corporate Officer – Corporate Records Management Assessment Contract Award
 - R-10 ALR Subdivision Application 079/2016 (Kisser)
 - R-11 Temporary Use Permit Application 102/2016 (Kitzul)
- Handouts:*
- July 8, 2016 – Andrew Brill – Letter of Opposition; and
 - July 11, 2016 – Blaine Kitzul – Storage Items; and
 - June 27, 2016 – District of Taylor – Response Summary
- R-12 Temporary Use Permit Application 124/2016 (Cushway)
- Handouts:*
- July 7, 2016 – Sandra Cushway – Ministry of Education External Evaluation; and
 - June 23, 2016 – City of Fort St. John – Response Summary; and
 - June 24, 2016 – Ministry of Transportation and Infrastructure – Referral Review; and
 - June 28, 2016 – District of Taylor – Response Summary
10. **Report – Committee of the Whole**

RD/16/07/01
(continued)

Adoption of Agenda: (continued)

11. Bylaws

B-1 Official Community Plan Amendment Bylaw No. 2250, 2016 and Zoning Amendment Bylaw No. 2251, 2016 (Pocock)

Consideration of First and Second Readings

- a) June 23, 2016 report from Kole A. Casey, South Peace Land Use Planner; and
- b) "Official Community Plan Amendment Bylaw No. 2250, 2016"; and
- c) "Zoning Amendment Bylaw No. 2251, 2016"

B-2 Zoning Amendment Bylaw No. 2224, 2016 (South Peace Hutterian Brethren Church #208)

Consideration of Third Reading

- a) June 7, 2016 report from Kole A. Casey, South Peace Land Use Planner; and
- b) "Zoning Amendment Bylaw No. 2224, 2016"

Handout: July 13, 2016 – Patrick Henn – Corrections to Public Hearing Minutes

B-3 Zoning Amendment Bylaw No. 2225, 2016 (South Peace Hutterian Brethren Church #209)

Consideration of Third Reading

- a) July 7, 2016 report from Bruce Simard, General Manager of Development Services, and Kole Casey, South Peace Land Use Planner; and
- b) "Zoning Amendment Bylaw No. 2225, 2016"

Handout: July 13, 2016 – Patrick Henn – Correction to Public Hearing Minutes

B-4 Official Community Plan Amendment Bylaw No. 2228, 2015 and Zoning Amendment Bylaw No. 2238, 2016 (Encana Corporation)

Consideration of Third Reading and Adoption

- a) July 7, 2016 Supplemental Report from Bruce Simard, General Manager of Development Services; and
- b) July 7, 2016 report from Kole A. Casey, South Peace Land Use Planner; and
- c) "Official Community Plan Amendment Bylaw No. 2228, 2015"; and
- d) "Zoning Amendment Bylaw No. 2238, 2016"

Handouts: Letters of Concern

12. Diary

- a) Strategic Plan
- b) Agenda Preparations Schedule
- c) Schedule of Events

13. New Business

14. Appointments

Handout:

A-1 July 12, 2016 – City of Fort St. John – Alternate Appointments to the Regional Board

- a) 2016 List of Board Appointments

15. Consent Calendar (for consideration and receipt)

MA-1 Chetwynd Public Library Regular Board Meeting Minutes of May 25, 2016

MA-2 Civic Properties Commission Meeting Minutes of May 31, 2016

MA-3 Rural Budgets Administration Committee Draft Meeting Minutes of June 21, 2016

CA-1 June 28, 2016 – Auditor General for Local Government – Capital Procurement Projects and Asset Management Programs

CA-2 June 24, 2016 – BC Emergency Health Services – Air Ambulance Service

CA-3 June 16, 2016 – Union of BC Municipalities – 2015 UBCM Resolutions

CA-4 June 22, 2016 – Canadian Federation of Independent Business – 2016 BC Property Tax Gap Report

CA-5 June 13, 2016 – School District No. 60 – Rural Learn to Swim Program Grant

CA-6 June 27, 2016 – School District No. 59 – Rural Learn to Swim Program

CA-7 June 23, 2016 – Ministry of Forests, Lands and Natural Resource Operations – Blackfoot Launch Site

CA-8 June 21, 2016 – City of Fort St. John – Regional Fire Training Centre

16. Notice of Motion (for the next meeting):

17. Media Questions (on agenda items and business discussed at the meeting)

18. Adjournment

CARRIED.

ADOPTION OF MINUTES:

M-1 ADOPTION OF MINUTES

RD/16/07/02

MOVED Director Nichols, SECONDED Alternate Director Caisley,
That the Board Meeting Minutes of June 23, 2016 be adopted.

CARRIED.

M-2 RD/16/07/03

MOVED Director Stewart, SECONDED Director Hiebert,
That the Committee of the Whole Meeting Minutes of June 23, 2016 be adopted.

CARRIED.

CORRESPONDENCE:

C-2 2016 PROVINCIAL APPOINTMENT BOOK

July 4, 2016 – Ministry
of Community, Sport
and Cultural
Development

RD/16/07/04

MOVED Director Fraser, SECONDED Director Stewart,
That the memorandum dated July 4, 2016 from the Ministry of Community, Sport and
Cultural Development regarding the 2016 UBCM Convention, be received for
information.

CARRIED.

C-3 (Handout) MEETING WITH NORTHEAST REGIONAL MANAGEMENT TEAM

July 13, 2016 –
Ministry of Forests,
Lands and Natural
Resource Operations

RD/16/07/05

MOVED Director Stewart, SECONDED Director Caisley,
That those Electoral Area Directors who wish to attend the Northeast Regional
Management Team Meeting on July 20, 2016 in Dawson Creek, BC be authorized to do
so.

CARRIED.

RD/16/07/06

MOVED Director Goodings, SECONDED Director Stewart,
That staff contact the Ministry of Forests, Lands and Natural Resource Operations to
inquire as to why the North Peace is not included in its Northeast Regional
Management Team Meeting and to confirm that the meeting format is open for
Directors to bring up any item.

CARRIED.

C-4 (Handout) CANFOR PELLET PLANT OPENING

July 13, 2016 –
Canadian Forest
Products Ltd.

RD/16/07/07

MOVED Director Hiebert, SECONDED Director Johansson,
That Director Goodings be authorized to attend the Canfor Pellet ~~Plan~~ Plant Opening on
July 19, 2016 in Fort St. John, BC.

Corrected at July 28,
2016 Board Meeting

CARRIED.

REPORTS:

R-1
June 29, 2016 –
Martina Bancroft, North
Peace Coordinator

NORTH PEACE AIRPORT SOCIETY – GRANT APPLICATION TO NORTHERN
DEVELOPMENT TRUST

RD/16/07/08

MOVED Director Goodings, SECONDED Director Stewart,
That the Regional Board supports the North Peace Airport Society in its application for funding to Northern Development Initiative Trust (NDIT) for \$30,000 to assist with funding for the upgrade of the current WPS parking system to chip and pin standards to meet current bank requirements with respect to fraud prevention at the North Peace Regional Airport.

CARRIED.

R-2
June 27, 2016 – Paulo
Eichelberger, Manager
of Solid Waste
Services

TRANSFER STATION OPEN HOUSES

RD/16/07/09

MOVED Director Nichols, SECONDED Director Rose,
That those Electoral Area Directors and members of the Solid Waste Committee who wish to attend the Transfer Station Open Houses scheduled in July and August, 2016 be authorized to do so.

CARRIED.

R-3
July 6, 2016 – Bruce
Simard, General
Manager of
Development Services

UPDATE TO LIQUOR LICENSE – FARMINGTON FAIRWAYS

RD/16/07/10

MOVED Director Rose, SECONDED Director Hiebert,
That the Liquor Control Licensing Branch be advised that there is no objection to the application by Farmington Fairways to provide live entertainment to patrons on a limited, special occasion basis, as this use is permitted by zoning regulations.

CARRIED.

R-4
July 6, 2016 – Bruce
Simard, General
Manager of
Development

APPLICATION FOR LIQUOR PRIMARY LICENSE – ATCO TWO RIVERS CAMP
SERVICES LTD.

RD/16/07/11

MOVED Director Nichols, SECONDED Director Bumstead,
That the Regional Board decline to comment on the ATCO Two Rivers Camp Services Ltd. application for a Liquor Primary License for a Site C Worker Accommodation Lounge.

CARRIED.

REPORTS: (continued)

R-5
July 7, 2016 – Kim
Frech, Chief Financial
Officer

CHETWYND RECREATION COMPLEX PURCHASING POLICY

RD/16/07/12

MOVED Director Rose, SECONDED Director Nichols,
That all purchasing authority for the Chetwynd Recreation Complex be delegated to the
Chetwynd Civic Properties Commission, conditional on:

1. The District of Chetwynd Purchasing Policy being followed; and
2. All purchases being included in the current year Financial Plan adopted by
the Peace River Regional District Board.

CARRIED.

R-6
July 5, 2016 – Brenda
Deliman, Secretary of
Legislative Services

QUARTERLY LISTING – OPEN BOARD ITEMS

RD/16/07/13

MOVED Director Fraser, SECONDED Director Hiebert,
That the report dated July 5, 2016 from Brenda Deliman, Secretary of Legislative
Services, regarding the quarterly listing of Open Board Items, be received for
information.

CARRIED.

R-7
June 27, 2016 – Dan
Ross, Charlie Lake
Fire Chief

CHARLIE LAKE FIRE DEPARTMENT ROOF REPAIRS

RD/16/07/14

MOVED Director Rose, SECONDED Director Hiebert,

1. That the required repairs to the Charlie Lake Fire Department Roof be awarded
to Henderson Roofing Ltd for the sum of \$33,515 plus taxes; and
2. That the funds for the roofing job be allocated from 2410-603 Transfer to Capital
Reserves; and
3. That the Chief Administrative Officer be authorized to sign the contract with the
company for the roof repairs.

CARRIED.

R-8
July 6, 2016 – Director
Johansson

NORTHEAST WATER STRATEGY MEETING

RD/16/07/15

MOVED Director Johansson, SECONDED Director Stewart,

That staff contact the Ministry of Environment to request that a 1 – 2 day workshop,
sponsored by the Ministry of Environment, be held in the Northeast to inform the
Regional Board and the public about ongoing water research and results of that
research in the Regional District area.

CARRIED.

REPORTS: (continued)

R-9
July 6, 2016 – Jo-Anne
Frank, Corporate
Officer

CORPORATE RECORDS MANAGEMENT ASSESSMENT CONTRACT AWARD

RD/16/07/16
MOVED Director Rose, SECONDED Director Nichols,
That the Regional Board authorize entering into the Agreement, as presented, with File IT Solutions, in the amount of \$16,800 (including applicable taxes) for the completion of a corporate records management assessment; and further, that the Chair and Chief Administrative Officer be authorized to execute the agreement.

CARRIED.

R-10
May 18, 2016

ALR SUBDIVISION APPLICATION 079/2016 (KISSER)

RD/16/07/17
MOVED Director Hiebert, SECONDED Director Rose,
That ALR Subdivision Application 079/2016 (Kisser) be authorized to proceed to the Agricultural Land Commission as it is consistent with the Official Community Plan.

CARRIED.

R-11
June 23, 2016

TEMPORARY USE PERMIT APPLICATION 102/2016 (KITZUL)

RD/16/07/18
MOVED Director Goodings, SECONDED Director Rose,
That consideration of Temporary Use Permit Application No. 102/2016 (Kitzul) be deferred to the July 28, 2016 Board meeting once the Board has been provided with all development application referral response summaries.

CARRIED.

R-12
June 21, 2016

TEMPORARY USE PERMIT APPLICATION 124/2016 (CUSHWAY)

RD/16/07/19
MOVED Director Goodings, SECONDED Director Stewart,
That Temporary Use Permit No. 124/2016 (Cushway) be issued for a three year term for the operation of an independent school that focuses on agricultural project-based learning.

CARRIED.

Recess
The meeting recessed at 11:07 a.m.

Reconvene
The meeting reconvened at 11:18 a.m.

REPORTS: (continued)

DEVELOPMENT APPLICATION REFERRAL RESPONSE SUMMARIES

RD/16/07/20

MOVED Director Stewart, SECONDED Director Bumstead,

That the deadline for acceptance of development application referral response summaries be changed such that the 21 day review period expires 8 days prior to a Board meeting, for the purpose of including summaries in the published Board agenda at which the matter is first considered.

CARRIED.

BYLAWS:

B-1

June 23, 2016

OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW NO. 2250, 2016 (POCOCK)

RD/16/07/21

MOVED Director Hiebert, SECONDED Director Rose,

1. That the Regional Board has considered the requirements of Section 475 of the *Local Government Act*, and has provided opportunity for early and ongoing consultation with those persons, organizations and authorities the Board considers will be affected as summarized in the Development Services report dated June 23rd, 2016; and
2. That "Official Community Plan Amendment Bylaw No. 2250 (Pocock), 2016" be read a first and second time this 14th day of July, 2016; and
3. That a public hearing be held pursuant to the *Local Government Act*; and
4. That the holding of the public hearing be delegated to the Director of Electoral Area "D".

CARRIED.

ZONING AMENDMENT BYLAW NO. 2251, 2016 (POCOCK)

RD/16/07/22

MOVED Director Hiebert, SECONDED Director Rose,

1. That the Regional Board has considered the requirements of Section 475 of the *Local Government Act*, and has provided opportunity for early and ongoing consultation with those persons, organizations and authorities the Board considers will be affected as summarized in the Development Services report dated June 23rd, 2016; and
2. That "Zoning Amendment Bylaw No. 2251 (Pocock), 2016" be read a first and second time this 14th day of July, 2016; and
3. That a public hearing be held pursuant to the *Local Government Act*; and
4. That the holding of the public hearing be delegated to the Director of Electoral Area "D".

CARRIED.

BYLAWS: (continued)

B-2
June 7, 2016 ZONING AMENDMENT BYLAW NO. 2224, 2016 (SOUTH PEACE HUTTERIAN BRETHREN CHURCH #208)

RD/16/07/23
MOVED Director Hiebert, SECONDED Director Rose,
That "Zoning Amendment Bylaw No.2224 (South Peace Hutterian Brethren Church #208), 2016" be read a third time this 14th day of July, 2016.

CARRIED.

B-3
July 7, 2016 ZONING AMENDMENT BYLAW NO. 2225, 2016 (SOUTH PEACE HUTTERIAN BRETHREN CHURCH #209)

RD/16/07/24
MOVED Director Rose, SECONDED Director Hiebert,
That "Zoning Amendment Bylaw No.2225 (South Peace Hutterian Brethren Church #209), 2016" be read a third time this 14th day of July, 2016.

CARRIED.

B-4
July 7, 2016 OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW NO. 2228, 2015 AND ZONING AMENDMENT BYLAW NO. 2238, 2016 (ENCANA CORPORATION)

RD/16/07/25
MOVED Director Stewart, SECONDED Director Fraser,
That item B-4 be dealt with after lunch.

CARRIED.

STRATEGIC PLAN:

STRATEGIC PLAN

RD/16/07/26
MOVED Director Fraser, SECONDED Director Stewart,
That the PRRD 2015-2018 Strategic Plan be received for information.

CARRIED.

NEW BUSINESS:

NB-1
Director Sperling MEETING WITH THE MINISTER OF HEALTH

RD/16/07/27
MOVED Director Stewart, SECONDED Director Bumstead,
That the attendance of Director Sperling at a meeting with the Honourable Terry Lake, Minister of Health, on July 5, 2016 in Dawson Creek, BC be ratified.

CARRIED.

APPOINTMENTS:

A-1 (Handout)
July 12, 2016 – City of
Fort St. John

APPOINTMENTS TO THE REGIONAL BOARD

RD/16/07/28

MOVED Director Stewart, SECONDED Director Bumstead,
That the City of Fort St. John appointments of Mayor Ackerman and Councillor Stewart
to the Peace River Regional District Board as Directors, with Councillors Klassen and
Christensen as their respective alternates, be ratified; and further, that the
appointments of Councillors Bolin, Davies, and Evans to the Peace River Regional
District Board as Alternate Directors, to represent the City of Fort St. John when a
Director and his / her alternate are unavailable, be ratified.

CARRIED.

CONSENT CALENDAR:

CONSENT CALENDAR

RD/16/07/29

MOVED Director Goodings, SECONDED Director Hiebert,
That the July 14, 2016 Consent Calendar be received.

CARRIED.

CA-7
June 23, 2016 –
Ministry of Forests,
Lands and Natural
Resource Operations

BLACKFOOT LAUNCH SITE

RD/16/07/30

MOVED Director Goodings, SECONDED Director Stewart,
That the correspondence dated June 23, 2016 from the Ministry of Forests, Lands and
Natural Resource Operations regarding the Blackfoot Launch Site, be referred to the
Regional Parks Committee.

CARRIED.

Recess

The meeting recessed to luncheon at 11:47 a.m.

Reconvene

The meeting reconvened at 1:00 p.m.

BYLAW:

B-4
July 7, 2016

**OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW NO. 2228, 2015 AND ZONING
AMENDMENT BYLAW NO. 2238, 2016 (ENCANA CORPORATION)**

Director Hiebert declared a Conflict of Interest due to an indirect project with the
proponent, and left the meeting at 1:01 p.m. Alternate Director Breti assumed the
Electoral Area 'D' seat.

Bruce Simard, PRRD General Manager of Development Services, provided a verbal
report of the Public Hearing that was held on July 13, 2016.

BYLAW: (continued)

B-4 (continued)

OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW NO. 2228, 2015 AND ZONING AMENDMENT BYLAW NO. 2238, 2016 (ENCANA CORPORATION) (continued)

Corrected at July 28,
2016 Board Meeting

RD/16/07/31

MOVED Director Fraser, SECONDED Director Bumstead,
That "Official Community Plan Amendment Bylaw No. 2228 (Encana Corporation),
2015" be read a third time this 14th day of July, 2016.

OPPOSED: Directors Goodings, Johansson, Rose and Sperling, and Alternate Director
Breti

CARRIED.

Corrected at July 28,
2016 Board Meeting

RD/16/07/32

MOVED Director Fraser, SECONDED Director Bumstead,
That "Zoning Amendment Bylaw No. 2238 (Encana Corporation), 2016" be read a third
time this 14th day of July, 2016.

OPPOSED: Directors Goodings, Johansson and Sperling, and Alternate Director
Breti

CARRIED.

RD/16/07/33

MOVED Director Fraser, SECONDED Director Stewart,
That consideration of adoption of "Official Community Plan Amendment Bylaw No. 2228
(Encana Corporation), 2015" and "Zoning Amendment Bylaw No. 2238 (Encana
Corporation), 2016" be subject to the registration of a restrictive covenant on the
property that would require air monitoring to continue for one year after operations
begin.

CARRIED.

The Chair adjourned the meeting at 2:16 p.m.

CERTIFIED a true and correct copy of the Minutes of the Regional Board of the Peace River Regional District from a meeting held on July 14, 2016 in the Regional District Office Board Room, Dawson Creek, BC.

Brad Sperling, Acting Chair

Chris Cvik, Chief Administrative Officer