



PEACE RIVER REGIONAL DISTRICT

COMMITTEE OF THE WHOLE MEETING MINUTES

DATE: September 22, 2016

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT:

Directors

Chair McPherson, District of Tumbler Ridge
Vice-Chair Sperling, Electoral Area 'C'
Director Ackerman, City of Fort St. John
Director Fraser, District of Taylor
Director Hiebert, Electoral Area 'D'
Director Johansson, District of Hudson's Hope
Director Nichols, District of Chetwynd
Director Rose, Electoral Area 'E'
Director Stewart, City of Fort St. John

Alternate Directors

Alternate Director Boon, Electoral Area 'B'
Alternate Director Michetti, Village of Pouce Coupe
Alternate Director Shuman, City of Dawson Creek

Absent

Director Bumstead, City of Dawson Creek
Director Goodings, Electoral Area 'B'
Director Lavoie, Village of Pouce Coupe

Staff

Chris Cvik, Chief Administrative Officer
Shannon Anderson, Deputy Chief Administrative Officer
Kim Frech, Chief Financial Officer
Paulo Eichelberger, General Manager of Environmental Services
Trish Morgan, General Manager of Community and Electoral Area Services
Bruce Simard, General Manager of Development Services
Fran Haughian, Communications Manager / Commission Liaison
Brenda Deliman, Recording Secretary

Others

Jessica Fedigan, Moose FM

Jonny Wakefield, Alaska Highway News

Presenter

Glen Miller, Pomax Consulting

Call to Order The Chair called the meeting to order at 10:00 a.m.

ADOPTION OF AGENDA:

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CW/16/09/01

MOVED Director Nichols, SECONDED Director Fraser,
That the Peace River Regional District Board agenda for the September 22, 2016
Committee of the Whole meeting be adopted:

1. **Call to Order**
2. **Adoption of Agenda**
3. **Presentation**
 - 3.1 9-1-1 & Fire Dispatch Services Power Point Presentation
4. **Reports**
 - 4.1 September 7, 2016 – Trish Morgan, General Manager of Community & Electoral Area Services – Review of 9-1-1 Service Provider Proposal
 - 4.2 September 14, 2016 – Trish Morgan, General Manager of Community & Electoral Area Services – City of Fort St. John Letter of Impact
 - 4.3 September 12, 2016 – Chris Cvik, Chief Administrative Officer – Notice of Closed Session
5. **Adjournment**

CARRIED.

Director Stewart entered the meeting at 10:07 a.m.

PRESENTATION:

3.1
Trish Morgan, General
Manager of Community
and Electoral Area
Services, and Glen
Miller, Pomax
Consulting

9-1-1 & FIRE DISPATCH SERVICES

A presentation was made on 9-1-1 and fire dispatch services. Topics included:

- Service establishment
- 911/fire dispatch function
- 911/fire dispatch review and strategic plan direction
- PRRD equipment overview and recommendations
- Service “review process” and examination of options
- 911 Public Safety Answer Point (PSAP) proposal and recommendation
- Fire dispatch proposals – Fort St. John statement of impact

A question and answer period ensued. Topics included:

- Ambulance dispatch
- Number of fire dispatch calls
- Equipment updates / connectivity
- Request for Proposal
- Consultation
- Secondary Safety Answer Point (SSAP)
- Costing models

REPORTS:

4.3
September 12, 2016 –
Chris Cvik, Chief
Administrative Officer

NOTICE OF CLOSED SESSION

CW/16/09/02
MOVED Director Ackerman, SECONDED Director Sperling,
That the agenda be varied to deal with item 4.3 at this time.

CARRIED.

CW/16/09/03
MOVED Director Ackerman, SECONDED Director Stewart,
That permission be granted to resolve to a closed meeting, pursuant to Section 90(1) of the *Community Charter* which states that a part of a (Board) meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- “(c) labour relations or other employee relations;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*; and
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;”

CARRIED.

Recess

The meeting recessed to a Closed Session and luncheon at 11:16 a.m.

Director Hiebert, Director Rose, and Alternate Director Shuman left the meeting at 11:16 a.m.

Reconvene

The meeting reconvened at 1:04 p.m.

4.1
September 7, 2016 –
Trish Morgan, General
Manager of Community
& Electoral Area
Services

REVIEW OF 9-1-1 SERVICE PROVIDER PROPOSAL

CW/16/09/04
MOVED Director Sperling, SECONDED Director Rose,
That the Committee of the Whole recommend to the Regional Board that a 5 year agreement be entered into with E-Comm for the provision of 9-1-1 Primary Safety Answer Point services based on the annual pricing model provided in their proposal and an agreement be brought back to the Board for final authorization.

CARRIED.

REPORTS: (continued)

4.2
September 14, 2016 –
Trish Morgan, General
Manager of Community
& Electoral Area
Services

CITY OF FORT ST. JOHN LETTER OF IMPACT

CW/16/09/05

MOVED Director Sperling, SECONDED Director Nichols.

That the Committee of the Whole recommend to the Regional Board that the report dated September 14, 2016 from Trish Morgan, General Manager of Community & Electoral Area Services, regarding the City of Fort St. John letter of impact be considered by the Board at its October 13, 2016 meeting.

CARRIED.

ADJOURNMENT

CW/16/09/06

MOVED Director Fraser, SECONDED Director Nichols,

That the meeting adjourn.

CARRIED.

The Chair adjourned the meeting at 1:08 p.m.

CERTIFIED a true and correct copy of the Minutes of the Regional Board of the Peace River Regional District from a Committee of the Whole meeting held on September 22, 2016 in the Regional District Office Board Room, Dawson Creek, BC.

Don McPherson, Chair

Chris Cvik, Chief Administrative Officer