



# PEACE RIVER REGIONAL DISTRICT

## DECEMBER BOARD MEETING MINUTES

DATE: December 6, 2013

PLACE: North Peace Cultural Centre Carpet Room, Fort St. John, BC

PRESENT: **Directors**  
Chair Goodings  
Director Bumstead  
Director Caisley  
Director Christensen  
Director Hiebert  
Director Jarvis  
Director Johansson  
Director Nichols (via teleconference)  
Director Schembri

**Alternate Directors**  
Alternate Director Sperling  
Alternate Director Stewart

**Absent**  
Director Ackerman  
Director Hadland  
Director Kut

### **Staff**

Fred Banham, Chief Administrative Officer  
Jo-Anne Frank, Corporate Officer  
Kim Frech, Chief Financial Officer  
Bruce Simard, General Manager of Development Services  
Jeff Rahn, General Manager of Environmental Services  
Fran Haughian, Communications Manager / Commission Liaison  
Trish Morgan, Manager of Community Services  
Brenda Deliman, Recording Secretary

Call to Order                      The Chief Administrative Officer called the meeting to order at 3:36 p.m.

### **ELECTION OF CHAIR:**

#### **ELECTION OF CHAIR**

The Chief Administrative Officer called for nominations for the office of Chair for 2014.

Director Nichols nominated Director Goodings for the office of Chair for 2014.

Director Goodings accepted the nomination.

The Chief Administrative Officer called a second time for nominations for the office of Chair for 2014.

The Chief Administrative Officer called a third time for nominations for the office of Chair for 2014.

Seeing no further nominations, the Chief Administrative Officer declared nominations to be closed and declared Director Goodings Chair of the Peace River Regional District Board for 2014, by acclamation.

**ELECTION OF VICE CHAIR:**

ELECTION OF VICE CHAIR

The Chief Administrative Officer called for nominations for the office of Vice Chair for 2014.

Director Hiebert nominated Director Schembri for the office of Vice Chair for 2014.

Director Schembri accepted the nomination.

The Chief Administrative Officer called a second time for nominations for the office of Vice Chair for 2014.

The Chief Administrative Officer called a third time for nominations for the office of Vice Chair for 2014.

Seeing no further nominations, the Chief Administrative Officer declared nominations to be closed and declared Director Schembri Vice Chair of the Peace River Regional District Board for 2014, by acclamation.

The Chief Administrative Officer stepped down from the Chair which was assumed by Chair Goodings.

Recess

The meeting recessed to go into the Regional Hospital District Board Meeting at 3:40 p.m.

Alternate Director Stewart entered the meeting at 3:42 p.m.

Reconvene

The meeting reconvened at 3:46 p.m.

**ADOPTION OF AGENDA:**

ADOPTION OF AGENDA

RD/13/12/01

MOVED by Director Christensen, SECONDED by Director Jarvis,  
That the Peace River Regional District Board agenda for the December 6, 2013 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 November 28, 2013

*Handout:*

M-2 Regional District Special Meeting Minutes of December 2, 2013

5. **Business Arising from the Minutes**

Adoption of Agenda  
(continued)

RD/13/12/01

**6. Delegations**

3:45 p.m.

- D-1 Andrew Nash, Assistant General Manager/Director of Operations and  
Shannon Dunsmore - Director of Finance  
Re: EnCana Event Centre Celebratory Presentation

*Handout:* December 2, 2013 – Encana Events Centre – Letter of Gratitude

**7. Petitions**

**8. Correspondence**

**9. Reports**

- R-1 November 25, 2013 - Jo-Anne Frank, Corporate Officer - Area 'D' By-Election - Appointment  
of Officials  
R-2 November 21, 2013 - Jo-Anne Frank, Corporate Officer - Moberly Lake Fire Hall Lease

*Handout:*

- R-3 December 3, 2013 – Director D. Bumstead – Trades Training Centre, Northern Lights College  
Dawson Creek Campus

*Handout:*

- R-4 December 4, 2013 – Trish Morgan, Manager of Community Services – Special Event Grant,  
Peace Country Beef Promotional Society

**10. By-laws**

**11. Diary**

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

**12. New Business**

**13. Appointments**

**14. Consent Calendar** (for consideration and receipt)

**15. Notice of Motion** (for the next meeting):

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

**17. Adjournment**

**CARRIED.**

**ADOPTION OF MINUTES:**

M-1

**ADOPTION OF MINUTES**

RD/13/12/02

MOVED by Director Christensen, SECONDED by Director Schembri,  
That the Board Meeting Minutes of November 28, 2013 be adopted with the following  
amendments:

- a) Change the spelling from “Christiansen” to “Christensen” in Resolution No.  
RD/13/11/02 (28) a) and No. RD/13/11/32 (28); and
- b) Replace the word “hold” with the word “organize” in Resolution No.  
RD/13/11/14 (28); and
- c) Correct typographical error in Resolution No. RD/13/11/15 (28).

**CARRIED.**

M-2 *Handout*

RD/13/12/03

MOVED by Director Bumstead, SECONDED by Director Christensen,  
That the Special Board Meeting Minutes of December 2, 2013 be adopted.

**CARRIED.**

**DELEGATIONS:**

D-1  
Andrew Nash –  
Assistant General  
Manager / Director of  
Operations

**ENCANA EVENT CENTRE CELEBRATORY PRESENTATION**

The delegation thanked the Peace River Regional District for their continued financial support of the Encana Event Centre and presented the Board with a letter of gratitude and a commemorative 5 year anniversary plaque.

Shannon Dunsmore –  
Director of Finance

**REPORTS:**

R-1  
November 25, 2013 –  
Jo-Anne Frank,  
Corporate Officer

**AREA 'D' BY-ELECTION – APPOINTMENT OF OFFICIALS**

RD/13/12/04  
MOVED by Director Christensen, SECONDED by Director Bumstead,  
That Jo-Anne Frank be appointed Chief Election Officer and Trish Morgan be appointed Deputy Chief Election Officer for the Electoral Area 'D' Director By-election scheduled for February 22, 2014.

**CARRIED.**

R-2  
November 21, 2013 –  
Jo-Anne Frank,  
Corporate Officer

**MOBERLY LAKE FIRE HALL LEASE**

RD/13/12/05  
MOVED by Director Schembri, SECONDED by Director Christensen,  
That the agreement between Peace River Regional District and Moberly Lake Volunteer Fire Department for lease of the Moberly Lake fire hall building, for a five year term, be approved as presented; and, the Chair and Corporate Officer be authorized to execute the agreement.

**CARRIED.**

R-3 Handout  
December 3, 2013 –  
Director D. Bumstead

**TRADES TRAINING CENTRE – NORTHERN LIGHTS COLLEGE DAWSON CREEK CAMPUS**

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RD/13/12/06  
MOVED by Director Bumstead, SECONDED by Alernate Director Stewart,  
**WHEREAS** the existing trades training facilities at the Dawson Creek campus of Northern Lights College are in immediate need of replacement; and

**WHEREAS** it is more cost effective to replace the facilities rather than upgrade the existing structures; and

**WHEREAS** the need for skills training is increasing not only in our region but our entire province as a result of major developments taking place in the Northeast British Columbia and beyond; and

**REPORTS:** (continued)

R-3 (continued)  
*Handout*  
December 3, 2013 –  
Director D. Bumstead

TRADES TRAINING CENTRE – NORTHERN LIGHTS COLLEGE DAWSON CREEK CAMPUS (continued)

RD/13/12/06 (continued)

**WHEREAS** this Trades Training Centre is the most immediate capital need for Northern Lights College;

**NOW THEREFORE BE IT RESOLVED** that the Peace River Regional District Board of Directors provide a letter of support to Northern Lights College for the development of a new Trades Training Centre at the Dawson Creek Campus.

**CARRIED.**

R-4 *Handout*  
December 4, 2013 –  
Trish Morgan, Manager  
of Community Services

PEACE COUNTRY BEEF PROMOTIONAL SOCIETY – SPECIAL EVENT GRANT

RD/13/12/07

MOVED by Director Schembri, SECONDED by Director Jarvis,  
That the Regional Board approve a Special Event Grant of \$5,000.00 for the Peace Country Beef Promotional Society for the purpose of hosting the Peace Country Beef Congress on January 10 and 11, 2014.

**CARRIED.**

**DIARY**

Item 1 – Northern  
Trades

NORTHERN TRADES

It was noted that Regional Diary Item 1 be amended to reflect the letter of support referred to in Resolution No. RD/13/12/06.

ADJOURNMENT

RD/13/12/08

MOVED by Director Caisley, SECONDED by Director Bumstead,  
That the meeting adjourn.

**CARRIED.**

The meeting adjourned at 4:10 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 December 6, 2013 in the North Peace Cultural Centre Carpet Room, Fort St. John, BC.

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Karen Goodings, Chair

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Fred Banham, Chief Administrative Officer