



PEACE RIVER REGIONAL DISTRICT

MARCH BOARD MEETING MINUTES

DATE: March 26, 2015

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT:

Directors

Chair Ackerman, City of Fort St. John
Vice-Chair Fraser, District of Taylor
Director Bumstead, City of Dawson Creek
Director Goodings, Electoral Area 'B'
Director Hiebert, Electoral Area 'D'
Director Johansson, District of Hudson's Hope
Director McPherson, District of Tumbler Ridge
Director Nichols, District of Chetwynd
Director Stewart, City of Fort St. John

Alternate Directors

Alternate Director Houley, Electoral Area 'E'
Alternate Director Lavoie, Village of Pouce Coupe

Absent

Director Plowright, Village of Pouce Coupe
Director Rose, Electoral Area 'E'
Director Sperling, Electoral Area 'C'

Staff

Chris Cvik, Chief Administrative Officer
Shannon Anderson, Deputy Chief Administrative Officer
Jo-Anne Frank, Corporate Officer
Kim Frech, Chief Financial Officer
Jeff Rahn, General Manager of Environmental Services
Paulo Eichelberger, Manager of Solid Waste Services
Jodi MacLean, Assistant Manager of Development Services
Fran Haughian, Communications Manager / Commission Liaison
Trish Morgan, Manager of Community Services
Brenda Deliman, Recording Secretary

Others

Mark Rogers, Dawson Creek
Angela DeSmit, Fort St. John
Dale Fleming, Chetwynd
Jonny Wakefield, Alaska Highway News
Bob Gregoire, Fort St. John
Blair Lekstrom, Dawson Creek
Mike Carter, Alaska Highway News

Delegations

D-1 MNP

Loretta Lieverse

D-2 North Wind Healing Centre Society

Isaac Hernandez

Call to Order The Chair called the meeting to order at 11:40 a.m.

DIRECTORS NOTICE OF NEW BUSINESS:

Director Nichols Presentation thanking Electoral Area 'E' for grant funding for Chetwynd Medical Clinic.

ADOPTION OF AGENDA:

ADOPTION OF AGENDA

RD/15/03/01 (26)

MOVED Director Fraser, SECONDED Director Stewart,

That the Peace River Regional District Board agenda for the March 26, 2015 meeting, including Director's new business and 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 March 12, 2015
5. **Business Arising from the Minutes**
6. **Delegations**

11:15 a.m.

- D-1 MNP
Re: Draft 2014 Financial Statements
Loretta Lieveise (*Please refer to R-5*)

1:30 p.m.

- D-2 North Wind Healing Centre Society
Re: Update on Pouce Coupe Care Home Building
Isaac Hernandez, Executive Director

Handout: Business Plan for the Pouce Coupe Extension Project

7. **Petitions**
8. **Correspondence**
 - C-1 March 6, 2015 – Local Government Leadership Academy – 6th Chief Elected Official Forum
 - C-2 March 2, 2015 – City of Dawson Creek – Peace River Local Government Association Meeting
 - C-3 March 10, 2015 – Pacific NorthWest Economic Region – 25th Annual Summit
 - C-4 March 11, 2015 – Kevin and Barb Knoblauch – Horticulture Industry
 - C-5 March 16, 2015 – Terry Isenbecker – Camp Charlie
 - C-6 March 17, 2015 – District of Chetwynd – 2015 Northeast British Columbia Community Coal & Energy Forum
 - C-7 March 18, 2015 – Cindy Fisher, Constituency Assistant, MLA Peace River South – Special Committee on Local Elections Expense Limits
 - C-8 March 18, 2015 – District of Tumbler Ridge – Highway 52 Improvements

Handout:

- C-9 March 16, 2015 – North Central Local Government Association – Executive Board Appointments

9. **Reports**
 - R-1 March 16, 2015 – Shannon Anderson, Deputy Chief Administrative Officer – Charlie Lake Sewer Upgrade Contract Award
 - R-2 March 16, 2015 – Chris Cvik, Chief Administrative Officer – Request for Feedback – BC Guidelines for Work Camp Operations
 - R-3 March 18, 2015 – Fran Haughian, Communications Manager – Past Chairpersons Pictures
 - R-4 March 16, 2015 – Jo-Anne Frank, Corporate Officer – Board Appointments

Handout: Updated List of Board Appointments

- R-5 March 19, 2015 – Kim Frech, Chief Financial Officer – 2014 Financial Statements (*Please refer to D-1*)
- R-6 March 20, 2015 – Chris Cvik, Chief Administrative Officer – Role of PRRD – Fair Share
- R-7 ALR Subdivision Application 043/2015 (Pro-Mak Industrial Ltd.)
- R-8 March 20, 2015 – Bailey Chabot, North Peace Land Use Planner – 73rd Avenue Neighbourhood Transition Strategy
- R-9 March 20, 2015 – Jo-Anne Frank, Corporate Officer – Notice of Closed Session
- R-10 Recommendations from March 26, 2015 Committee of the Whole Meeting (*to be distributed at meeting*)

RD/15/03/01 (26)

Adoption of Agenda: (continued)

9. Reports (continued)

Handout:

R-11 March 24, 2015 – Jodi MacLean, Assistant Manager of Development Services – Environmental Assessment Advisory Working Group for Plateau Pipeline Project

10. By-laws

B-1 Financial Plan Bylaw No. 2193, 2015

Consideration of Third Reading and Adoption

- a) March 18, 2015 report from Kim Frech, Chief Financial Officer, and “Financial Plan Bylaw No. 2193, 2015”; and
- b) 2015 Financial Plan Package; and
- c) 2015 Financial Plan Summary

Handout: Amendment to Bylaw No. 2193, 2015 Report B-1a)

B-2 Development Application, Fee and Amendment Procedure Amendment Bylaw No. 2199, 2015

Consideration of Three Readings and Adoption

- a) March 20, 2015 report from Bruce Simard, General Manager of Development Services, and Jodi MacLean, Assistant Manager of Development Services; and
- b) “Development Application, Fee and Amendment Procedure Amendment Bylaw No. 2199, 2015”

Handout:

B-3 Peace River Regional District Development Cost Charge Bylaw No. 2146, 2014

Consideration of Rescinding Third Reading / Third Reading

- a) March 25, 2015 report from Jo-Anne Frank, Corporate Officer
- b) “Peace River Regional District Cost Charge Bylaw No. 2146, 2014”

11. Diary

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

12. New Business

13. Appointments

14. Consent Calendar (for consideration and receipt)

MA-1 Civic Properties Commission Meeting Minutes of January 27, 2015

MA-2 Rural Budgets Administration Committee Meeting Minutes of February 19, 2015

MA-3 2015 Authentication of Parcel Tax Roll Meeting Minutes of March 12, 2015

MA-4 Special Electoral Area Directors’ Committee Meeting Minutes of March 12, 2015

MA-5 Regional Parks Committee Meeting Minutes of February 12, 2015

CA-1 February 23, 2015 – Ministry of Transportation and Infrastructure – BC on the Move

CA-2 March 6, 2015 – City of Fort St. John and District of Taylor – Fair Share Memorandum of Understanding

CA-3 March 9, 2015 – City of Port Moody – Proposed Closure of Burrard Thermal Plant

CA-4 March 18, 2015 – Auditor General for Local Government – Performance Audit Reports

CA-5 March 18, 2015 – City of Fort St. John and District of Taylor – Fair Share

RA-1 Building Permit Report for February 2015

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/15/03/02 (26)

MOVED Director Stewart, SECONDED Director Hiebert,
That the Board Meeting Minutes of March 12, 2015 be adopted.

CARRIED.

DELEGATION:

D-1 DRAFT 2014 FINANCIAL STATEMENTS
MNP

Loretta Lieveise of MNP provided an overview of the Peace River Regional District 2014 Draft Financial Statements.

CORRESPONDENCE:

C-2 PEACE RIVER LOCAL GOVERNMENT ASSOCIATION MEETING

March 2, 2015 – City of
Dawson Creek

RD/15/03/03 (26)

MOVED Director Goodings, SECONDED Director Hiebert,

That those Electoral Area Directors wishing to do so be authorized to attend the Peace River Local Government Association meeting on April 30, 2015 in Dawson Creek, BC.

CARRIED.

C-5 CAMP CHARLIE

March 16, 2015 – Terry
Isenbecker

RD/15/03/04 (26)

MOVED Director Bumstead, SECONDED Director Stewart,

That a letter be forwarded to the Ministry of Community, Sport and Cultural Development in support of the 2276 PPCLI Army Cadet Corp.'s application for Nominal Rent Tenure to establish the Camp Charlie cadet camp.

CARRIED.

C-6 2015 NORTHEAST BRITISH COLUMBIA COMMUNITY COAL & ENERGY FORUM

March 17, 2015 –
District of Chetwynd

RD/15/03/05 (26)

MOVED Director Bumstead, SECONDED Director Fraser,

- 1) That the October 8, 2015 Regional Board meeting be rescheduled for October 7, 2015, further that the meeting be held in Tumbler Ridge to accommodate the 2015 Northeast British Columbia Community Coal & Energy Forum; and
- 2) That those Electoral Area Directors wishing to do so be authorized to attend the 2015 Northeast British Columbia Community Coal & Energy Forum on October 8, 2015 in Tumbler Ridge, BC.

CARRIED.

C-8 HIGHWAY 52 IMPROVEMENTS

March 18, 2015 –
District of Tumbler
Ridge

RD/15/03/06 (26)

MOVED Director Nichols, SECONDED Director Fraser,

That a letter be forwarded to the District of Tumbler Ridge in support of their request to the Ministry of Transportation and Infrastructure to have the remaining portion of Highway 52 paved.

CARRIED.

CORRESPONDENCE:

C-9 Handout
March 16, 2015 –
North Central Local
Government
Association

NCLGA EXECUTIVE BOARD APPOINTMENTS AND NOMINATIONS

RD/15/03/07 (26)
MOVED Director Goodings, SECONDED Director McPherson,
That Director Brad Sperling, Electoral Area 'C', be appointed to sit on the North Central
Local Government Association Executive as the Peace River Regional District's
Regional Representative.

CARRIED.

REPORTS:

Vary Agenda

VARY AGENDA

RD/15/03/08 (26)
MOVED Director Johansson, SECONDED Director Bumstead,
That the agenda be varied to deal with Item R-7 at this time.

CARRIED.

R-7
March 16, 2014

ALR SUBDIVISION APPLICATION 043/2015 (PRO-MAK INDUSTRIAL LTD.)

RD/15/03/09 (26)
MOVED Director Goodings, SECONDED Director Nichols,
That consideration of ALR Subdivision Application 043/2015 (Pro-Mak Industrial Ltd.)
be deferred to the April 9, 2015 Regional Board meeting.

CARRIED.

Recess

The meeting recessed for luncheon at 12:14 p.m.

Reconvene

The meeting reconvened at 1:04 p.m.

R-1
March 16, 2015 –
Shannon Anderson,
Deputy Chief
Administrative Officer

CHARLIE LAKE SEWER UPGRADE CONTRACT AWARD

RD/15/03/10 (26)
MOVED Director Goodings, SECONDED Director Hiebert,

- a) That the Regional Board award a contract to Graham Infrastructure LP for \$4,983,800 excluding taxes, for the upgrade of the Charlie Lake treatment plant and construction of a sewer truck waste receiving facility; and
- b) That the Chair and Chief Administrative Officer be authorized to sign the contract.

CARRIED.

REPORTS:

R-2
March 16, 2015 – Chris
Cvik, Chief
Administrative Officer

REQUEST FOR FEEDBACK – BC GUIDELINES FOR WORK CAMP OPERATIONS

RD/15/03/11 (26)

MOVED Director Goodings, SECONDED Director Hiebert,
That the Regional Board approves the letter to the Union of British Columbia
Municipalities with the list of suggested changes to the draft B.C. Guidelines for Work
Camp Operations document, including the request for detailed information on which
agency is or will be responsible for ensuring compliance.

CARRIED.

R-3
March 18, 2015 – Fran
Haughian,
Communications
Manager

PAST CHAIRPERSONS PICTURES

RD/15/03/12 (26)

MOVED Director Bumstead, SECONDED Director Johansson,

- a) That the large past chairperson portraits be repurposed to a smaller 8 x 10 picture for display in the Regional District boardroom in Dawson Creek; and
- b) That copies of the 8 x 10 be placed into a photo album for public viewing; and
- c) That the Regional Board approve gifting of the large portraits of past chairpersons to the family of that person or to a museum; and
- d) That the Regional Board adopts a policy gifting the large portrait to the chairperson when they leave office with a 8 x 10 copy of their photo being placed on the wall in the boardroom and into the photo album.

CARRIED.

R-11 *Handout*
March 24, 2015 – Jodi
MacLean, Assistant
Manager of
Development Services

**INVITATION FOR ADVISORY WORKING GROUP FOR ENVIRONMENTAL
ASSESSMENT OF THE PLATEAU PIPELINE PROJECT**

RD/15/03/13 (26)

MOVED Director Hiebert, SECONDED Director Fraser,

That Electoral Area Directors Karen Goodings and Brad Sperling be appointed from the
Regional Board to the Environmental Assessment Advisory Working Group for the
Plateau Pipeline Project.

CARRIED.

REPORTS:

R-4
March 16, 2015 – Jo-
Anne Frank, Corporate
Officer

BOARD APPOINTMENTS AND COMMITTEE OF THE WHOLE MEETINGS

RD/15/03/14 (26)

MOVED Director Nichols, SECONDED Director Hiebert,

- 1) That the updated list of Board Appointments be adopted as presented, with the following amendments:
 - North Peace Economic Development Commission
 - District of Hudson's Hope appointments are Director Johannson and Richard Brown
 - Remove David Scott-Moncrieff
 - North Peace Airport Commission – District of Hudson's Hope appointments are Councillor Gilliss and Richard Brown; and
- 2) That the fourth Thursday of every month be reserved for Board Committee of the Whole meetings, when required. Further, that the meetings commence at 10:00 a.m. with the Board meeting to follow.

CARRIED.

R-5
March 19, 2015 – Kim
Frech, Chief Financial
Officer

2014 FINANCIAL STATEMENTS

RD/15/03/15 (26)

MOVED Director Nichols, SECONDED Director Fraser,

1. That the Regional Board accepts the "Draft" Peace River Regional District 2014 Financial Statements; and
2. That the Regional Board accepts the Draft Financial Statements as presented as the Final Financial Statements and authorizes the Chair or Vice-Chair and Chief Financial Officer to sign the Peace River Regional District 2014 Financial Statements.

CARRIED.

R-6
March 20, 2015 – Chris
Cvik, Chief
Administrative Officer

ROLE OF PRRD – FAIR SHARE

RD/15/03/16 (26)

MOVED Director Nichols, SECONDED Director Bumstead,

1. That the Regional Board approves the attached draft Memorandum of Understanding (MOU) that describes PRRD Coordination and Negotiation Activities around the extension of Fair Share; and
2. That the Regional Board directs Administration to send a copy of the MOU to each Municipal Council who is in support of the PRRD Negotiating Committee for their approval.

DEALT WITH BY THE FOLLOWING

RD/15/03/17 (26)

MOVED Director Goodings, SECONDED Alternate Director Lavoie,

That consideration of Resolution No. RD/15/03/16 (26) be tabled until later in the meeting.

CARRIED.

REPORTS:

R-8
March 20, 2015 –
Bailey Chabot, North
Peace Land Use
Planner

73RD AVENUE NEIGHBOURHOOD TRANSITION STRATEGY

RD/15/03/18 (26)
MOVED Director Goodings, SECONDED Director Hiebert,
That consideration of the March 20, 2015 report from Bailey Chabot, North Peace Land Use Planner, on the 73rd Avenue Neighbourhood Transition Strategy be referred to the April 9, 2015 Regional Board meeting.

CARRIED.

R-10 *Handout*
Recommendation from
March 26, 2015
Committee of the
Whole Meeting

AWARD OF WASTE REDUCTION PROMOTION AND EDUCATION CONTRACT

RD/15/03/19 (26)
MOVED Director Bumstead, SECONDED Director Johansson,

1. That the Regional Solid Waste Management Plan and 2015 Board Strategic Plan website links be emailed to each Director, and further that a presentation outlining the Regional Solid Waste Management Plan be included on the April 23, 2015 Committee of the Whole Agenda; and
2. a) That the proposal submitted by the Northern Environmental Action Team be rejected; and
b) That staff be authorized to negotiate a five-year contract at starting rate in the first year of \$339,000 which is within the draft 2015 budget allocation, and then providing a 2% inflationary increase in each year thereafter to prevent an undue increase to the budget and still accomplish the aforementioned goals.

CARRIED.

BY-LAW:

B-1
March 18, 2015

FINANCIAL PLAN BYLAW NO. 2193, 2015

RD/15/03/20 (26)
MOVED Director Nichols, SECONDED Director Goodings,
That the “2015 Financial Plan Bylaw No. 2193, 2015” be read a third time this 26th day of March, 2015, as amended.

CARRIED.

DELEGATION:

D-2
North Winds Healing
Centre Society – Isaac
Hernandez, Executive
Director

NORTH WINDS HEALING CENTRE SOCIETY – ADDICTIONS TREATMENT PROGRAM

The delegate provided information on the North Winds Healing Centre Society business plan to expand its addictions treatment program using the former Peace River Haven facility, and requested assistance in acquiring funding.

DELEGATION: (continued)

D-2 (continued) NORTH WINDS HEALING CENTRE SOCIETY – ADDICTIONS TREATMENT PROGRAM (continued)

Topics included:

- Holistic Addictions Treatment Model
- Service area
- Services provided
- Funding schedule

A question and answer period ensued. Topics included:

- Building renovations
- Grant Writer Program

The “North Wind Healing Centre Society” power point presentation is available for viewing on the cover of the March 26, 2015 agenda on the Regional District website as item D-2.

<http://prrd.bc.ca/board/agendas/2015/2015-08-226692562/AGENDA.html>

BY-LAWS:

B-1
March 18, 2015

FINANCIAL PLAN BYLAW NO. 2193, 2015

RD/15/03/21 (26)

MOVED Director Nichols, SECONDED Director Fraser,

That the “2015 Financial Plan Bylaw No. 2193, 2015” be adopted this 26th day of March, 2015.

CARRIED.

B-2
March 20, 2015

DEVELOPMENT APPLICATION, FEE AND AMENDMENT PROCEDURE AMENDMENT BYLAW NO. 2199, 2015

RD/15/03/22 (26)

MOVED Director Goodings, SECONDED Director Bumstead,

- 1) That “Development Application, Fee and Amendment Procedure Amendment Bylaw No. 2199, 2015” be given three readings this 26th day of March, 2015; and
- 2) That “Development Application, Fee and Amendment Procedure Amendment Bylaw No. 2199, 2015” be adopted this 26th day of March, 2015.

CARRIED.

BY-LAW:

B-3 Handout
March 25, 2015 – Jo-
Anne Frank, Corporate
Officer

DEVELOPMENT COST CHARGE BYLAW NO. 2146, 2014

RD/15/03/23 (26)

MOVED Director Fraser, SECONDED Director Nichols,

- 1) That third reading of “Peace River Regional District Development Cost Charge Bylaw No. 2146, 2014”, be rescinded; and
- 2) That “Peace River Regional District Development Cost Charge Bylaw No. 2146, 2014” be read a third time this 26th day of March, 2015, as amended.

CARRIED.

Recess

The meeting recessed at 2:29 p.m.

Reconvene

The meeting reconvened at 2:37 p.m.

REPORT:

Lift from Table

RD/15/03/24 (26)

MOVED Director Goodings, SECONDED Director Fraser,
That Item R-6 be lifted from the table.

CARRIED.

R-6

March 20, 2015 – Chris
Cvik, Chief
Administrative Officer

ROLE OF PRRD – FAIR SHARE

RD/15/03/16 (26)

MOVED Director Nichols, SECONDED Director Bumstead,

1. That the Regional Board approves the attached draft Memorandum of Understanding (MOU) that describes PRRD Coordination and Negotiation Activities around the extension of Fair Share; and
2. That the Regional Board directs Administration to send a copy of the MOU to each Municipal Council who is in support of the PRRD Negotiating Committee for their approval.

CARRIED.

OPPOSED: Chair Ackerman, Vice-Chair Fraser, Director Stewart, Alternate Director Houley

AGENDA PREPARATION SCHEDULE:

It was noted that the October 8, 2015 Regional Board meeting be changed to October 7, 2015 on the Agenda Preparation Schedule.

SCHEDULE OF EVENTS:

It was noted that the Hose Lay Fire Department Competition on June 5, 6, and 7, 2015 in Tomslake, BC be added to the Schedule of Events.

NEW BUSINESS:

NB-1
Director Nichols

PRESENTATION IN HONOR OF ELECTORAL AREA 'E'

Director Nichols, on behalf of the District of Chetwynd, presented a gift in recognition of Electoral Area 'E's generous contribution of \$100,000 in Fair Share funding to assist in the building of the new Chetwynd Medical Clinic and acknowledged past Electoral Area 'E' Director Schembri for her support. Alternate Director Houley, Electoral Area 'E', received the presentation.

CONSENT CALENDAR

RD/15/03/25 (26)
MOVED Director Goodings, SECONDED Director Hiebert,
That the March 26, 2015 Consent Calendar be received.

CARRIED.

REPORT:

R-9

CLOSED SESSION

RD/15/03/26 (26)
MOVED Director Nichols, SECONDED Director Bumstead,
That permission be granted to resolve to a closed meeting, pursuant to Section 90(2) 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:

- “(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;”

CARRIED.

The Chair adjourned the meeting at 3:32 p.m. A Closed Board meeting followed.

CERTIFIED a true and correct copy of the Minutes of the Regional Board of the Peace River Regional District from a meeting held on March 26, 2015 in the Regional District Office Board Room, Dawson Creek, BC.

Lori Ackerman, Chair

Jo-Anne Frank, Corporate Officer