



ELECTORAL AREA DIRECTORS COMMITTEE MEETING A G E N D A

Thursday, March 21, 2019

in the Regional District Office Boardroom, 1981 Alaska Avenue, Dawson Creek, BC

Commencing at 10:00 a.m.

- 1. CALL TO ORDER: Director Goodings to Chair meeting**
- 2. DIRECTORS' NOTICE OF NEW BUSINESS:**
- 3. ADOPTION OF AGENDA:**
- 4. ADOPTION OF MINUTES:**
 - M-1 Electoral Area Directors' Committee Minutes of February 21, 2019
- 5. BUSINESS ARISING FROM THE MINUTES:**
- 6. DELEGATIONS**
 - D-1 (10:30 a.m.) Kathleen Connolly, Dawson Creek Chamber of Commerce - Update on the AB Synergy Group Conference and Alberta's Farmers' Advocacy Office
 - D-2 (11:00 a.m.) Jeremy Siggs - Commercial Hemp Decortication and Processing Facility
 - D-3 (11:30 am) Shaely Wilbur, Acting President, South Peace Health Services Society – Health Care Accommodation Funding Update
- 7. CORRESPONDENCE:**
 - C-1 Rural Crime Watch Letters
- 8. REPORTS:**
 - R-1 February 8, 2019 Report from Paulo Eichelberger, GM of Environmental Services-North Pine Tower – Follow-up to Engineering Study and Next Steps
 - R-2 March 11, 2019 Report from Erin Price, Bylaw Enforcement Officer-Sign Bylaw Information
- 9. DISCUSSION ITEMS:**
 - DI-1 Farmers' Advocacy Office – Status of Ministerial Commitment
 - DI-2 PRLGA Meeting – Chair, Speakers and Speaking Notes
 - DI-3 Remuneration Bylaw
 - DI-4 Agricultural Land Commission Tour
 - DI-5 Groundwater Licensing
- 10. NEW BUSINESS:**
- 11. COMMUNICATIONS**
- 12. DIARY:**
 - DIA-1 Diary Items
- 13. ADJOURNMENT:**



PEACE RIVER REGIONAL DISTRICT

ELECTORAL AREA DIRECTORS' COMMITTEE MEETING MINUTES

DATE: February 21, 2019
PLACE: Regional District Office Staffroom, Dawson Creek, BC
PRESENT:
DIRECTORS: Karen Goodings, Electoral Area 'B' (Chair)
 Brad Sperling, Electoral Area 'C'
 Leonard Hiebert, Electoral Area 'D'
 Larry Houley, Alternate, Electoral Area 'E';
STAFF: Shawn Dahlen, CAO
 Crystal Brown, Electoral Area Manager
 Tyra Henderson, Corporate Officer
 Fran Haughian, Communications Manager
 Kelsey Bates, Executive Secretary
 Barb Coburn, Recording Secretary
GUESTS: PNG - Gasification
 Dwain McRae, ASCT, Manager of Operations
 Brock John, Director Business Development and Stakeholder Relations
ABSENT:
DIRECTORS: Dan Rose, Electoral Area 'E'

CALL TO ORDER Chair Goodings called the meeting to order at 11:45 a.m.

DIRECTOR'S NOTICE OF NEW BUSINESS:

Director Sperling Hemp - Manufacturing, Processing
 Director Hiebert 235 Road Concerns
 Stackyard Fencing
 Delegation to next Meeting

ADOPTION OF AGENDA:

February 21, 2019
 Agenda

MOVED by Director Sperling, SECONDED by Alternate Director Houley,
 That the Electoral Area Directors' Committee agenda for the February 21, 2019
 meeting be adopted, including items of New Business:
Call to Order: The CAO will call the meeting to order
Election of Chair (Elected Director will assume the Chair)
DIRECTOR'S NOTICE OF NEW BUSINESS:
ADOPTION OF AGENDA:
ADOPTION OF MINUTES:
 M-1 Electoral Area Directors' Committee Minutes of January 17, 2019
BUSINESS ARISING FROM THE MINUTES:
DELEGATIONS
 D-1 (1 p.m.) PNG - Gasification Brock John, Director Business Development and Stakeholder
 Relations, and Dwain McRae, ASCT, Manager of Operations

ADOPTION OF AGENDA (CONTINUED):**CORRESPONDENCE:**

- C-1 January 14, 2019 - Allen Watson - Rural Sewer Issues
- C-2 February 14, 2019 - Kevin Strasky - Rural Addressing
- C-3 February 12, 2019 - Arthur Hadland - PNG Billing

REPORTS:**DISCUSSION ITEMS:**

- DI-1 2019 Travel Arrangements

NEW BUSINESS:

- NB-1 Hemp - Manufacturing, Processing
- NB-2 235 Road Concerns
- NB-3 Stackyard Fencing
- NB-4 Delegation to next Meeting

DIARY:**ADJOURNMENT:****CARRIED.****ADOPTION OF MINUTES:**

M-1
January 21, 2019 EADC
meeting minutes

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Electoral Area Directors' Committee Minutes of January 21, 2019 be adopted.

CARRIED.

Recess
Reconvene

The meeting recessed at 12:10 p.m.
The meeting reconvened at 1 p.m.

BUSINESS ARISING FROM THE MINUTES:

BA-1
ALC Report

Staff will develop a report on ALC subdivision applications, to be reviewed by the Directors at the end of the one year trial period, which includes how many times the application was denied by the ALC even though the application met zoning and/or OCP designation.

BA-2
Caribou Brochure

MOVED by Director Hiebert, SECONDED by Alternate Director Houley,
That the Caribou Brochure be placed on the Diary.

CARRIED.**DELEGATION:**

D-1
PNG - Rural Gasification
and
C-3
Arthur Hadland Letter -
PNG Billing

Brock John, Director Business Development and Stakeholder Relations gave an update on the progress for expanding the supply of natural gas to rural residents in Prespatou, Wonowon and Tomslake. One concern for PNG is ensuring a fixed supply, one that would not be interrupted should the natural gas supply be re-directed to a more lucrative market at a later date.

Staff will forward PNG contact information for Joe Bergen in Prespatou, to arrange a meeting with the Prespatou Society in April.

The Directors discussed the high charges for Carbon Tax and why GST is being charged on the Carbon Tax in PNG monthly billings. PNG will forward staff information regarding carbon tax rates. PNG also suggested that Mr. Hadland be referred to the Customer Care Center for PNG as they will be able to walk him through the billing.

The Electoral Area Manager was given direction to respond to Mr. Hadland to advise him to contact the PNG Customer Care Center for a clear explanation regarding his concerns. The contact information for the Care Centre is on the reverse of the invoice.

CORRESPONDENCE:

C-1
Allen Watson - Rural Sewer
Issues

A discussion ensued regarding the concerns stated in the letter from Mr. Allen Watson, a resident of Swan Lake.

In order to provide a waste (sewer) facility there would need to be a feasibility study done, followed by a referendum to create a service area. It was also mentioned that the cost to construct is quite large and no matter what system were to be used, there would always be a user-pay billing system.

The CAO and the Electoral Area Manager will provide a response to Mr. Watson on Area D letterhead.

C-2
Kevin Strasky - Rural
Addressing

MOVED by Director Hiebert, SECONDED by Director Sperling,
That Mr. Kevin Strasky be invited to meet with Protection Services to discuss his concerns regarding 9-1-1 Civic addressing, and how Canada Post has changed his mailing address from Farmington to the Peace River Regional District.

CARRIED.

Staff are to send a letter to Canada Post inquiring about the process to change Farmington back to its community name.

DISCUSSION ITEMS:

DI-1
2019 Travel Arrangements

Kelsey Bates, Executive Secretary discussed travel arrangements for the up-coming Union of British Columbia Municipalities, North Central Local Government Association and Federation of Canadian Municipalities conferences.

NEW BUSINESS:

NB-1
Hemp - Manufacturing
and Processing

Director Sperling advised that Mr. Siggs would like to attend the next EADC meeting as a delegation to explain his plans for the production of hemp products in the region.

NB-2
235 Road Residents

Director Hiebert discussed concerns from residents regarding smell and potential contamination of water along the 235 Road. It was noted that the water is tested regularly, as per the regulations.

NB-3
Stackyard Fencing

Director Hiebert reported back to the committee Directors that the stackyard fencing program ended in 2006 and there is no longer any funding in place.

NB-4
Delegation to the Next
EADC Meeting

Director Hiebert advised that he had invited Dan McLeod and Kathleen Connolly to give an update on the Alberta Synergy Group Conference and Alberta's Farmers' Advocacy Office to the next Electoral Area Directors' Committee meeting.

COMMUNICATIONS:

CO-1 Fran Haughian, Communications Manager advised that the Board Highlights is produced on a quarterly-basis and that half of the February 2019 publication was dedicated to rural topics.

DIARY The directors reviewed the Diary.

ADJOURNMENT: The Chair adjourned the meeting at 2:57 p.m.

Karen Goodings, Chair

Barb Coburn, Recording Secretary

Bulterys Community House



South Peace Health Services Society

Box 294 Dawson Creek, BC

V1G 4G7

250-782-1101



March 21/2019

Bulterys Community House Project

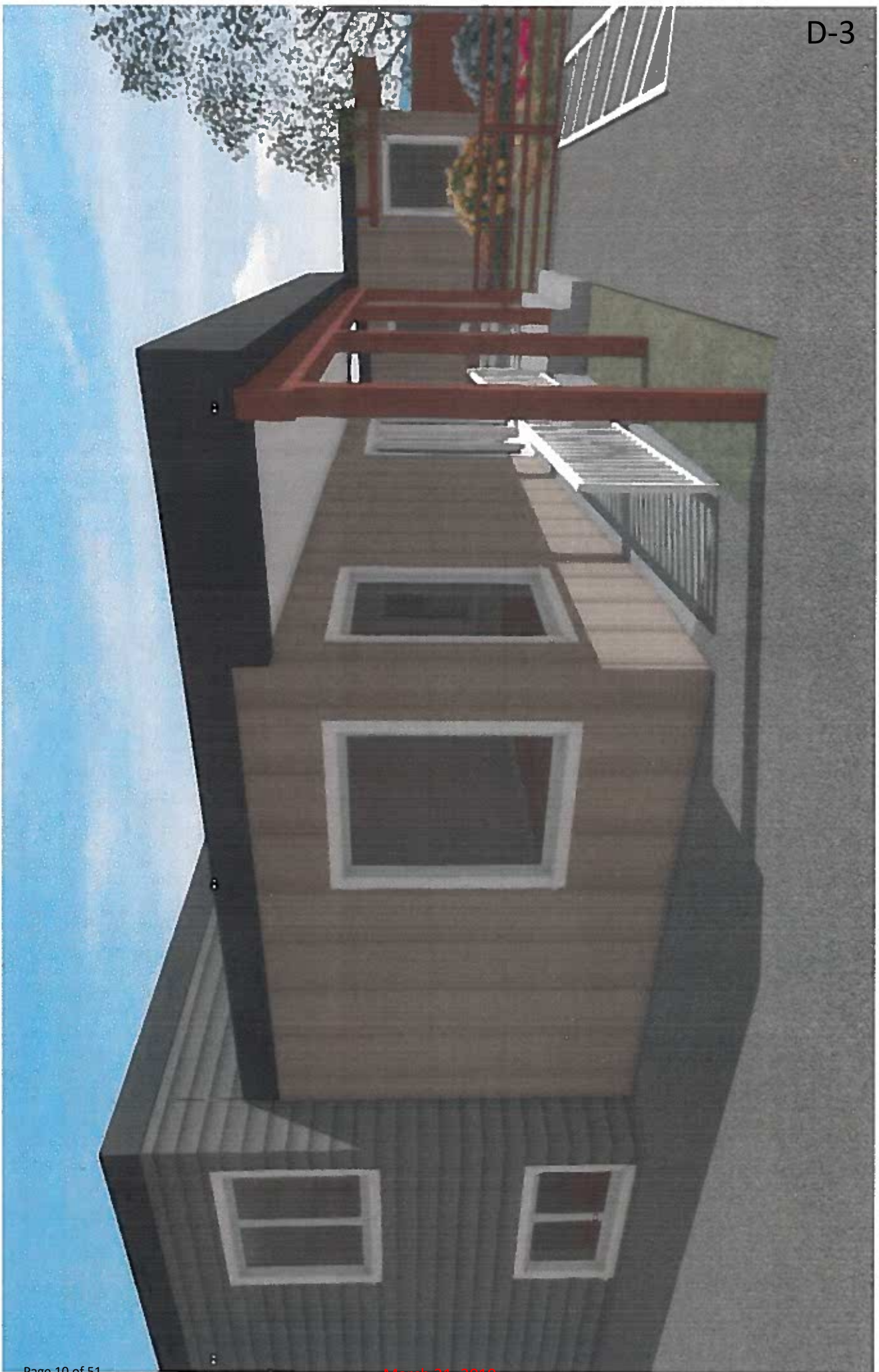
- Property purchased December 18th/2018
- Partnered with the Lake View Credit Union for interest free short term borrowing
- SPHSS has received through a PRRD granting process \$75,000.00 a year for 2017, 2018 and 2019. The Society will be applying for grant funding past 2019.
- SPHSS has received \$20,000 each from Saulteau and Doig River First Nations towards the project
- SPHSS has received \$ 25,000.00 each from the PRRD Area D & E Directors toward renovations
- Architectural drawings have been supplied as a in kind donation by Ashley Arvay and the Board is now moving towards having them approved through an Engineer
- After renovations the Bulterys Community House will have seven rooms; two will fulfill accessibility needs and include a shared accessible washroom
- Board of Directors currently touring local commercial contractors through the property, building and discussing renovations
- SPHSS is currently working on Operational Business Plan, Fund raising and Recognition programs.
- The Bulterys Community House will provide affordable accommodations for patients receiving medical treatment/care in Dawson Creek. It is Regional in scope.
- Plans are being formed to build a Carriage House on the property that will be available for contract Nurses or visiting Doctors providing service at the Dawson Creek and District Hospital. This will help with medical staff retention.
- The SPHSS has received the written support of the Treaty 8 Chiefs, South Peace Oilmen's', and the DC & District Chamber of Commerce
- The SPHSS offers tours to anyone interested in the project and will send or teleconference with any community or interested party regarding our project

Contact Information:

South Peace Health Services Society
Box 294 Dawson Creek, BC V1G 4G7
Shaely Wilbur – President
250-219-1927



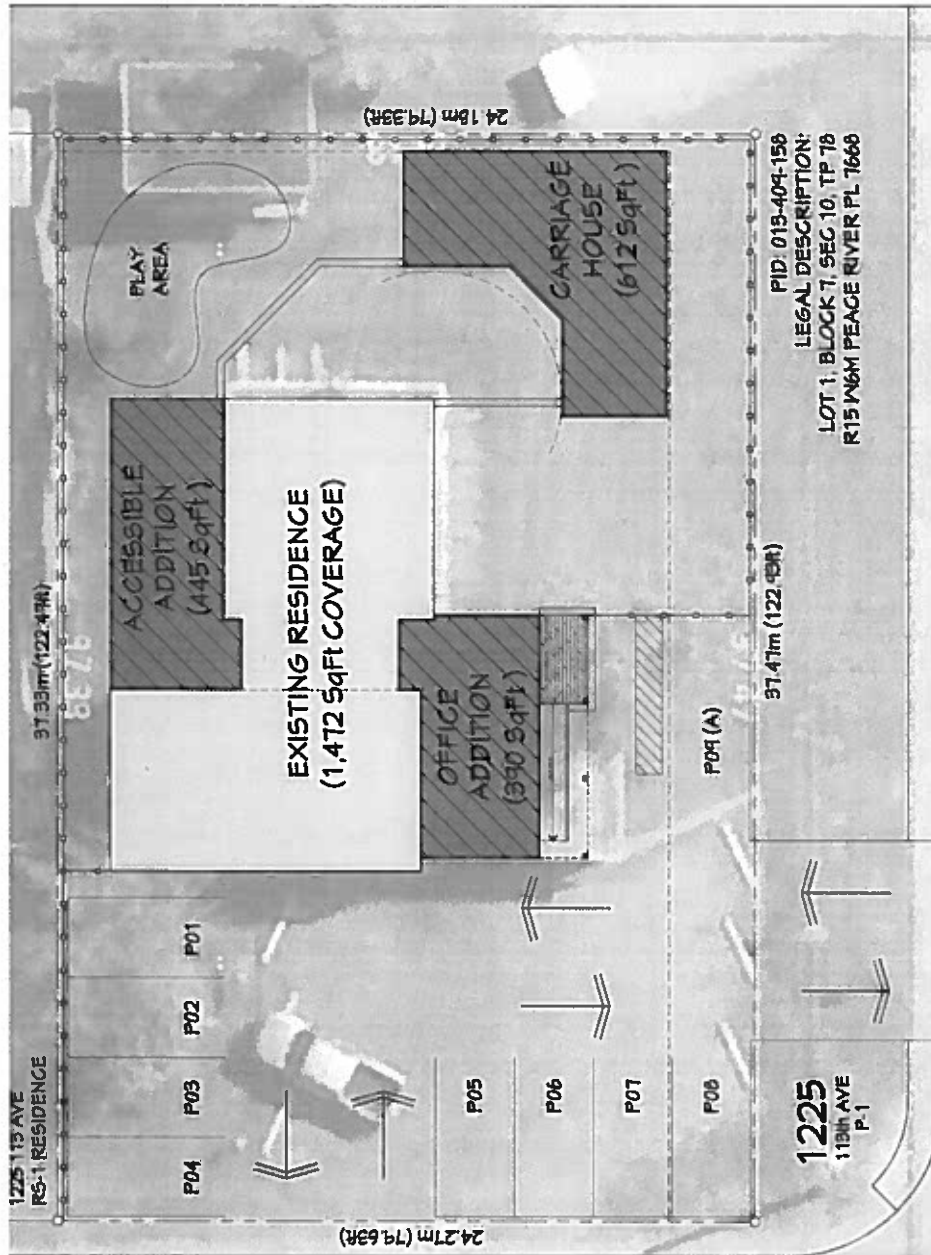








113th AVENUE



CITY ALLEY

SPHSS RESIDENCE

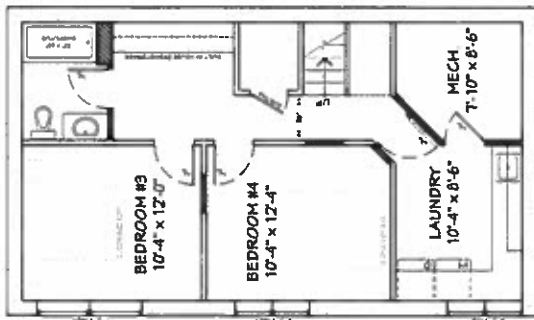
MARCH 12, 2019

DRAWINGS PROVIDED BY:
ASHLEY ARVAY
ARCH. & ENG. TECH
EMAIL: ashleyarvay@gmail.com



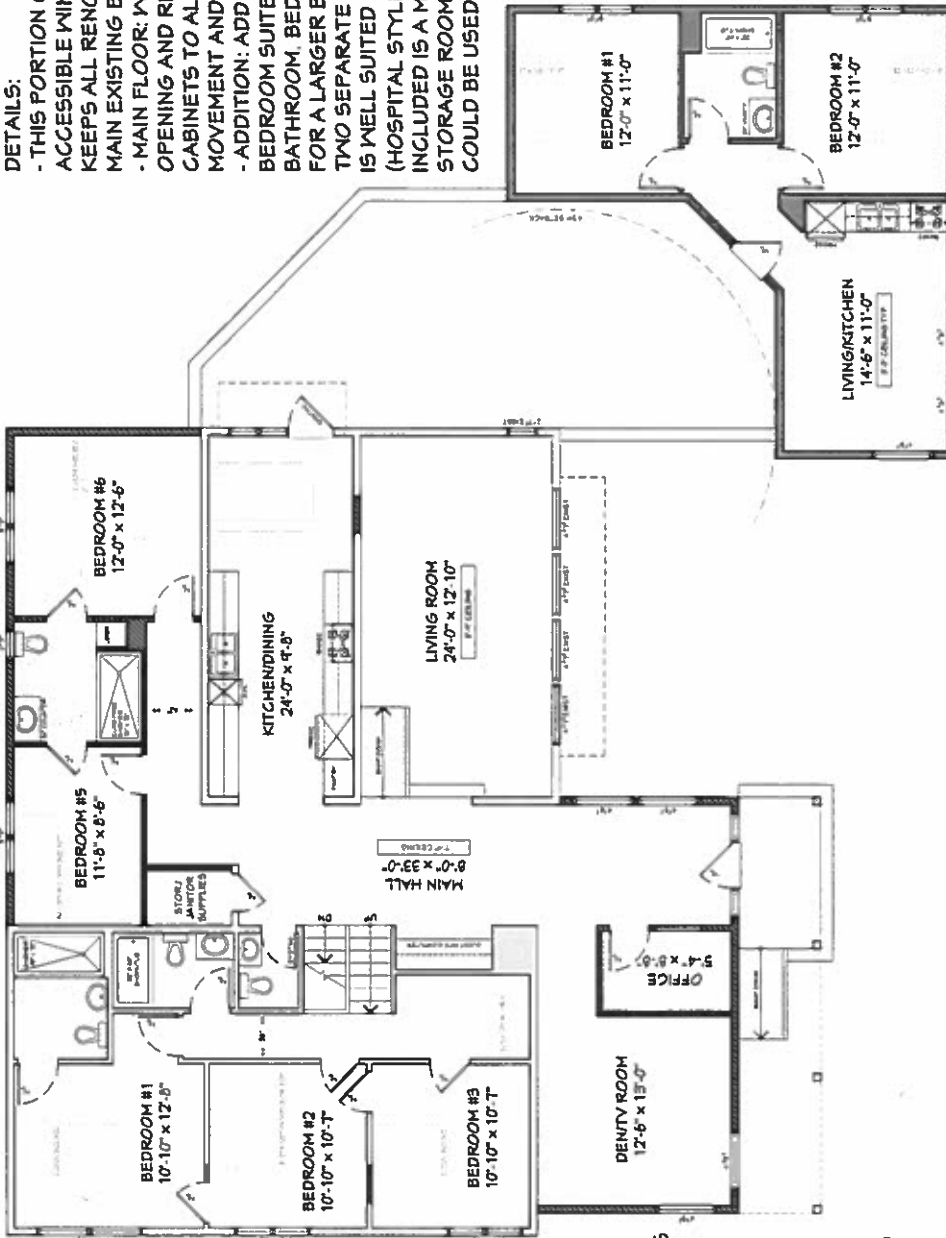
13th STREET

PID: 015-409-158
LEGAL DESCRIPTION:
LOT 1, BLOCK 7, SEC 10, TP 18
R15 W&M PEACE RIVER FL T668



DETAILS:

- ADDITION: THE ADDITION OF A DESIGNATED OFFICE AREA WOULD ALLOW FOR A MORE FORMAL ENTRANCE AND CHECK-IN PROCESS AS WELL AS AN INFORMATION & GUEST CHECK-IN AT THE MAIN ENTRANCE. THE ADDITION OF A PRIVATE/SEPARATE DENTY ROOM WOULD ALLOW FOR MORE SPACES FOR PATIENTS/FAMILIES TO SPEND TIME OUTSIDE OF THEIR ROOMS. THIS ADDITION WILL CHANGE THE FLOW OF TRAFFIC/PARKING ON AND OFF THE PROPERTY.



SPHSS RESIDENCE

MARCH 12, 2019

DRAWINGS PROVIDED BY:
ASHLEY ARVAY
 ARCH. & ENG. TECH
 EMAIL: ashleyarvay@gmail.com
 PHONE: (250) 719-4522

LEGEND:

	WALL REMOVED
	NEW WALL
	EXISTING WALL

DETAILS:

- MAIN FLOOR: CONSISTS OF: WIDENING KITCHEN OPENING, CLOSING OFF DINING ROOM, ADDING RAMP INTO MAIN DOOR & LIVING ROOM, ADDING RAMP TO THE UPPER FLOOR.
- UPPER FLOOR: 36" HALLWAYS MEET ACCESSIBILITY REQUIREMENTS, ALL DOORWAYS TO BE WIDENED TO 32" TO MEET ACCESSIBILITY, ADD & RE-CONFIGURE DOORS TO BEDROOM #2, ADD ENSUITE ACCESSIBLE BATHROOM TO BEDROOM #1.
- LOWER FLOOR: ADD BATHROOM (UNDER NEW UPPER FLOOR BATHROOM), ADD & RE-CONFIGURE BEDROOM DOORS, ENCLOSE MECHANICAL ROOM, RECONFIGURE SHARED LAUNDRY & ENTRANCE.

DETAILS:

- THIS PORTION CONSISTS OF AN ACCESSIBLE WING ADDITION, AND KEEPS ALL RENOVATIONS TO THE MAIN EXISTING BUILDING.
- MAIN FLOOR: WIDEN KITCHEN OPENING AND REMOVE CORNER CABINETS TO ALLOW FOR MORE MOVEMENT AND ACCESSIBILITY.
- ADDITION: ADD TWO ACCESSIBLE BEDROOM SUITES WITH A SHARED BATHROOM. BEDROOM #4 ALLOWS FOR A LARGER BED OR ROOM FOR TWO SEPARATE BEDS. BEDROOM #5 IS WELL SUITED FOR A ADJUSTABLE (HOSPITAL STYLE) BED. ALSO INCLUDED IS A MAIN FLOOR STORAGE ROOM FOR SUPPLIES OR COULD BE USED AS A PANTRY.



Bulterys Community House Project

I am pleased to introduce you to the South Peace Health Services Society. We are a not for profit society dedicated to enhancing medical care in the region by continuing its efforts for Doctor and Nurse retention; and providing affordable accommodations for patients from the region who are receiving medical treatment in Dawson Creek.

Our Board of Directors is composed of elected volunteers from the South Peace area and represents the essence of medical care; Families. Whether it is through our medical family or the family support for a patient - *together we build stronger health.*

In December of 2018 the SPHSS obtained property within walking distance of the Dawson Creek & District Hospital, close to public transportation and amenities. Known as the 'Bulterys Community House' it will provide affordable accommodations for patients, whether it be overnight or for a longer period of time. The last thing anyone should have to worry about is affording a place to rest when they are receiving medical care, the SPHSS board recognized this was a worry and has worked towards where we are today.

Our plans include utilizing local expertise and supplies; an addition of two accessible rooms and washroom, and renovate existing rooms for accommodation. Project completion would provide seven bedrooms, a shared kitchen and eating area, 2 lounge rooms, and shared laundry. There is full washroom facilities on each floor, one room with an ensuite and a half bath in the common area of the main floor. Further our plans for a carriage house will accommodate Nurses or Doctors coming to work at our hospital.

We ask that you consider joining the SPHSS Family and support our project, financially or through in-kind contributions. You will find attached our donor/pledge form. Should you have any questions please call or email; we would be happy to answer them.

Sincerely,

Shaely Wilbur
President
250.219.1927

South Peace Health Services Society

Box 294 Dawson Creek, BC V1G 4G7
Email: president.sphss@gmail.com





DONOR/PLEDGE FORM

Donor Name: _____

Address: _____

City/Province/Postal Code: _____

Phone Number: _____

By signing below, I/we are committing to the following donation/pledge to the Bulterys Community House Project:

Amount: _____

PAYMENT INSTRUCTIONS

_____ In Kind

Description: _____

_____ Cheque Enclosed _____ Cheque Number

(Please make cheque payable to: [South Peace Health Services Society](#))

_____ Please Charge my: _____ Visa _____ MasterCard

Name as it appears on Credit Card: _____

Card Number: _____ Expires: _____ CVV Code: _____

CONFIRMATION

Signature: _____ Date: _____

South Peace Health Services Society
Box 294 Dawson Creek, BC V1G 4G7



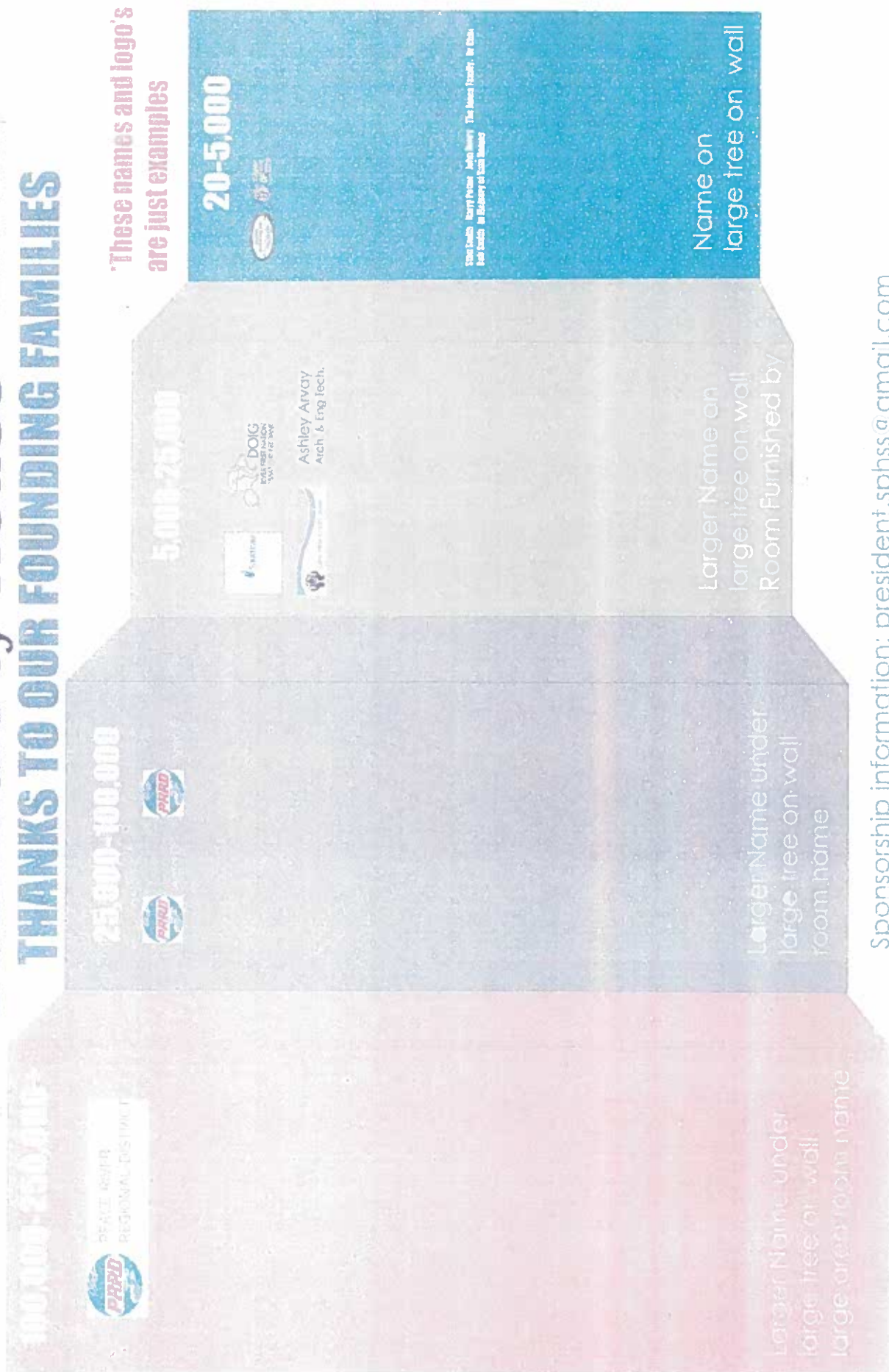
BULTERYS

Community House



Butler's House Community Society

THANKS TO OUR FOUNDING FAMILIES



*These names and logo's
are just examples

D-3

Sponsorship information: president.sphss@gmail.com



DAWSON CREEK RURAL CRIME WATCH

1230 102 Avenue Dawson Creek, BC

V1G 4V3



March 7, 2019

Mr. Leonard Hiebert

Dir. Area D

PRRD



Dear Dir. Hiebert:

Please find enclosed a copy of a letter sent to TELUS. Cell service is very spotty in the South Peace area. It is very important members and volunteers of the Dawson Creek & District Rural Crime Watch (RCW) be able to communicate with the RCMP at all times when doing patrols in the rural areas.

It is the back roads in the rural areas that surround Dawson Creek and throughout the South Peace, where volunteer patrols monitor suspicious activities, report people stranded and needing help, report vandalism to oil and gas facilities, and be the eyes and ears for the RCMP who as we speak, are short handed. While the Peace River Regional District funds four RCMP officers to patrol the rural areas, it is not possible to cover the entire area with two officers per shift. When needed, it can take hours for the RCMP to respond if the patrol incident is in a 'no cell phone reception area'.

Further to the problem, the city of Dawson Creek RCMP detachment is short staffed resulting in the officers funded by the rural tax payers, must respond to city needs before they can come out to the rural areas. Again, volunteer RCW patrols must have full cell phone coverage in the name of safety.

Please look into this matter and do what you can to pressure TELUS to provide complete cell phone service to our rural areas.

Thank you.

Sincerely,

Art Seidl, pres.

Dawson Creek and district Rural Crime Watch



DAWSON CREEK RURAL CRIME WATCH

1230 102 Avenue Dawson Creek, BC

V1G 4V3



March 7, 2019

**Telus
PO Box 7575
Vancouver, BC
V6B 8N9**

Dear Sir / Madam

Re: poor cell phone service in South Peace

It has been over one year since we last sent you a letter regarding the poor land line service and maintenance, as well as poor cell phone service in many areas of the South Peace. A combination of both has seriously jeopardized the way in which our Rural Crime Watch programs can be effective in this area.

I would like to acknowledge the brush clearing that Telus undertook in the Tomslake area last fall. Not only does it appear Telus did take our concerns seriously, there has been fewer telephone complaints due to trees disrupting the service. However, there are still complaints on the length of time for repair service.

I would like to focus now on our poor cell service in the South Peace area. The South Peace area is known as 'rolling foot hills' therefore cell service is very spotty. If the trend is to phase out land lines, then Telus must upgrade their system to provide better cell service.

Our Rural Crime Watch volunteers conduct active patrols in the rural areas in the South Peace. Occasionally there are circumstances where the safety of our volunteers, depend on cell service. There are miles of back roads that the RCMP do not have the means of patrolling as they do in the municipalities. That is why we require a Rural Crime Watch system with a good communication capability with the RCMP. Considering the very nature of criminal activity and the reasons the perpetrators tend to move around on the back roads, the risk of confrontation exists. That is why we need an improved cell phone system.

Our patrols also keep a watchful eye for people in distress on the same back roads. Weather conditions, vehicle break down or accidents, power lines down, gas and oil problems, and fires all have been incidents observed and reported. More often than not, the person on patrol has to drive to a high spot in order to get cell service. This creates a serious problem if the circumstance is an emergency.

Please provide us with an update on Telus's plan to address the poor cell phone reception in this area. In closing, our community appreciates the brush clearing work that was done this past fall. It is our hope this program will continue where needed.

Yours truly,



Art Seidl, President

Dawson Creek and District Rural Crime Watch

Cc Leonard Hiebert, Area D Dir. PRRD
 Mike Bernier, MLA Peace River South
 Hon. John Horgan, Premier of BC
 Hon. Mike Farnsworth, B.C. Min. of Public Safety & Solicitor General



REPORT

To: Electoral Area Director's Committee

Date: February 8, 2019

From: Paulo Eichelberger, General Manager of Environmental Services

Subject: North Pine Tower – Follow-up to Engineering Study and Next Steps

RECOMMENDATION #1:

That the report summarizing the findings of the North Pine Tower Study and plans for public advertising for tower rental space be received for discussion and that an Expression of Interest be issued to advertise for space rental on the North Pine Tower.

BACKGROUND/RATIONALE:

In 2018, the Regional Board resolved that an engineering wind-loading study on the North Pine Tower be conducted. This was to ascertain whether or not the tower:

- Was still sound or needed additional work beyond routine maintenance?
- Could sustain increased wind-loading from adding additional secondary users onto the tower¹.

The engineering study was completed in 2018 and is attached for reference. Takeaways of the report include:

- The tower mast meets specifications for CSA² strength requirements.
- The existing mount for one of the secondary user's antennae at the 25m level is sound but cannot be utilized for fall arrest. Should the secondary user need to access the tower to modify this antennae, the mount will have to be replaced.
- The graphs depicted in Appendix B show the amount of force applied to the legs and diagonal struts of the tower with the then existing secondary user infrastructure in place. Comparing the existing load (black line) versus the maximum allowable load (red line), current loading on the tower is no greater than 30% of the maximum capacity. As per telephone discussions with the engineer, the proposed secondary users change the loading effect on the tower by a negligible amount (<5%)³.

Based on the information above, there is significant capacity to allow for additional secondary users to rent space on the tower. The intention is to publicly advertise for expressions of interest (EOI) in renting space on the North Pine Tower in 2019.

ALTERNATIVE OPTIONS:

That the Electoral Area Directors Committee provide further direction.

¹ The NP Tower function is no longer taxed for and is operated via funding from rental of space to 2 secondary users who provide services to the public such as internet and public radio.

² Canadian Standards Association.

³ It is noted that one of the proposed users (Sunrise) is now connected on the tower.

Staff Initials:

Dept. Head:

CAO:

Page 1 of 2

STRATEGIC PLAN RELEVANCE:

N/A

FINANCIAL CONSIDERATION(S):

Regular maintenance on the tower is paid for by rental (\$4,200 as of publishing date) and reserves (\$3,000).

Operating Reserves for NP Tower was \$42,800 (Dec 31, 2018). This amount is reduced by:

- \$3,000 pending the addition of other renters on the tower prior to the end of 2019.
- \$9,546 for the engineering study performed in 2018.

The remaining reserve is \$30,254 in 2019.

COMMUNICATIONS CONSIDERATION(S):

Advertisements for space rental on North Pine tower to be posted spring 2019.

OTHER CONSIDERATION(S):

N/A

Attachments:

1. NP Tower Structural Analysis

STRUCTURAL ANALYSIS

61.0m Guyed Tower

Northpine, BC

June 26, 2018



Vincent Communications Project:
Tower Load Bearing Study

Prepared for:
Vincent
Communications

Structure Owner:
Peace River
Regional District

Varcon Job #:
80257

Distribution:
Vincent
Communications



VARCON Inc.
Consulting Engineers

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1.0 Introduction

As per your instructions, we have analyzed the 61.0m triangular, guyed tower located at Northpine, BC. The structural analysis was performed to assess whether the tower meets the strength requirements of CSA S37-13 under the loading shown on the attached tower profile.

Structure Details

Height:	61.0m
Type:	Guyed Mast
Name:	Northpine, BC
Latitude:	56° 22' 9.7" (N)
Longitude:	120° 49' 29.6" (W)

Analysis Parameters

Standard:	CSA S37-13
Ice Loading:	10.0mm
Wind Loading:	456 Pa (Site Specific Wind)
Earthquake Loading:	0.095
Earthquake Class:	Life Safety Performance Level 1 (PL1)
Reliability Class:	I
Serviceability Factor:	1.00
Loading Combinations:	24 Load Cases (12 bare, 12 iced)

Sources of Information

Structural Mapping:	2018, Varcon Inc. Structural Mapping
Reports:	1991, Hardy BBT Limited Geotechnical Investigation 1990, BC Ministry of Regional and Economic Development Site and System Inspection Record
Environmental Data:	2018, Environment Canada Site Specific Wind Data CSA S37-13 Ice Map 2010, National Building Code Seismic Hazard Calculation
Correspondence:	2018, Email Correspondence with Vincent Communications

Missing Information:

Drawings:	As-Built Tower and Foundation Drawings
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2.0 Assumptions

Several assumptions were made in order to facilitate our analysis. If you have any knowledge which would indicate they do not accurately represent the existing tower, proposed and existing antenna and transmission line arrangements, or site specific information, we must be notified so that we can make the appropriate changes to our analysis, conclusions and any recommendations.

Assumptions utilized in completing our structural analysis include:

1. The tower and antenna loading considered in our analysis includes all existing antennas and transmission lines as identified by the 2018 Structural Mapping completed by Varcon Inc. The proposed loading is as per email correspondence with Vincent Communications. The complete loading scenario is as shown in Appendix A.
2. The tower members, connections and other relevant components are in good condition and are capable of carrying their full design capacity.
3. The yield strength was taken as 300MPa for the tower legs, diagonals and horizontals.
4. The manufacturer of the shackles and turnbuckles for various guy wires are unknown. We have assumed that these elements do not limit the capacity of the guy wires.

3.0 Analysis Results

Based on the above information and assumptions, our analysis results indicate that the tower mast is in conformance with the strength requirements of CSA S37-13.

Due to lack of information as detailed in section 1.0 above, we are unable to review or verify the capacities of the existing tower foundations. We cannot comment on the suitability of the foundations at this time without site specific foundation details.

Graphical tower loading and capacity results are provided in Appendix B.

Based on the above information and assumptions, our analysis results indicate that the mount at elevation 25.0m experiences overloads under a fall arrest scenario in accordance with Canada Occupational Health and Safety Regulations, Section 12.10 requirements.

During our analysis we assessed the site specific spectral ground acceleration parameters. Since $S_a(0.2)$ is below 0.35g, this site does not require earthquake loading analysis per CSA S37-13.

Table 1: Microwave Antenna Serviceability Deflections

Description	Elevation (m)	Owner	Calculated Rotation (Degrees)	Allowable Rotation (Degrees)
0.6m HP Dish	55.8	PRIS	0.90	-
0.6m HP Dish	34.4	PRIS	0.54	-
0.9m PL Dish w/ Radome	25.0	PRIS	0.52	-
0.6m HP Dish	20.7	PRIS	0.44	-
0.6m PL Dish w/ Radome	19.5	PRIS	0.42	-

Microwave antenna deflections are taken with a serviceability factor (τ) of 1.0.

For your information, we have attached the following appendices:

- A. Tower Profile and Antenna Loading
- B. Graphical Analysis Results
- C. Site Specific Wind

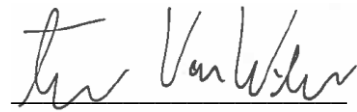
4.0 Conclusions

Based on the above information and assumptions, our analysis results indicate that the tower mast meets the strength requirements of CSA S37-13.


The existing mount at 25.0m is not adequate to resist the forces resulting from a fall arrest scenario. If there are going to be upgrades to the antennas at this elevation we recommend the mount be replaced to meet the Canada Occupational Health and Safety Regulations, Section 12.10 fall arrest requirements.

It should be noted that the capacity of the tower foundations could not be verified. If foundation drawings exist for this site, they should be forwarded to Varcon Inc. so that we can complete a review of the foundation.

We trust the forgoing is satisfactory. If you have any questions or comments, please contact the undersigned.



Trevor Van Wiechen, EIT.
Structural Associate
trevor.vanwiechen@varcon.ca



Reviewed By:
Troy Stafford, P.Eng.
troy.stafford@varcon.ca

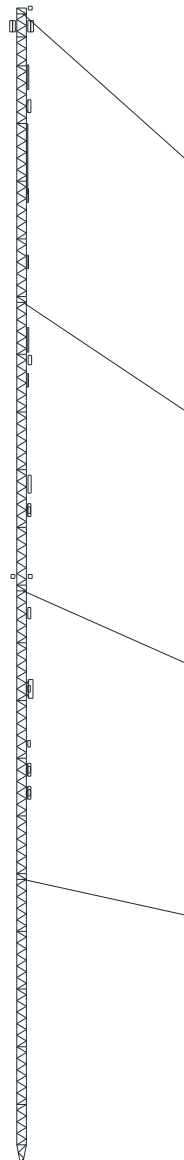


5.0 General Notes

1. Results, conclusions and recommendations derived from this analysis report are as accurate as the information provided to Varcon Inc. and are prepared for the exclusive use of the Client noted. Any use, which a third party makes of this report or reliance on or decisions made based on it are the responsibility of such third parties. Varcon Inc. accepts no responsibility for damages, if any, suffered by any third party or use of the report information by anyone, outside the specific indicated scope, as a result of decisions made or actions based on this report. Further, any use outside the specific indicated scope is done so at the full responsibility of the user.
2. Results, conclusions and recommendations are based on analysis results for Reliability Class I. This is the most conservative case whereby no probability of failure is tolerated, since any failure would result in unacceptable risk of injury and/or interrupted service. Should the Client wish to accept some measure of risk, Varcon Inc. can re-evaluate the results, conclusions and recommendations based on either Reliability Class II or III at the Client's request.
3. This analysis is completed in accordance with the strength/safety (Ultimate Limit States-ULS) and antenna service (Serviceability Limit States-SLS) requirements of CSA S37-13.
4. In our analysis, twenty-four (24) load cases are evaluated: twelve (12) wind directions under (a) full design wind pressure without ice and (b) half design wind plus full ice thickness.
5. Our assessment is based on the minimum CSA S37-13 recommended ice thickness. These figures are general in nature and based on Environment Canada data. Site specific ice loading could change considerably. If you have any site specific information which would indicate that greater uniform accumulations of ice are likely to occur, please contact us immediately and our analysis results will be modified accordingly.
6. ULS evaluation compares the minimum factored resistance governed by either members or connections with factored loads resulting from wind and/or ice (maximum governing) applied to the structure.
7. SLS evaluation reports deflection of microwave antenna beams as a result of applied service loads, if applicable. Unless specified by the owner, total deflection is compared against antenna manufacturer data for ½ antenna beam width. The owner may also specify operational availability for the analysis, used in calculating service loads (default for our analyses is a serviceability factor of 1).
8. All existing antenna mounts are modeled with regard to their impact on the tower mast. We have not completed a structural assessment of mount components or connection interface with the tower structure. We assume the mounts have been properly designed for site specific conditions by others.
9. The analysis does not constitute an approval/disapproval of the physical condition of the structure. Unless noted otherwise, Varcon Inc. assumes the physical condition of the structure does not impair its performance under ULS or SLS. A thorough inspection of the actual tower conditions is recommended by CSA S37-13 prior to any analysis or modifications to the structure. This should be completed by qualified engineering personnel if it has not been done immediately prior to the analysis. Varcon Inc. cannot comment on any capacity effects due to degradation of subsurface foundations unless a thorough on-site evaluation is performed.
10. Azimuths are generally referenced to True North unless otherwise indicated.
11. This report is only valid if antennas and lines are installed as listed above. Any changes should be forwarded to Varcon Inc. for further assessment.
12. All cost estimates for reinforcement is order of magnitude only and may change dependant on location, time of year and market conditions. Detailed estimates should be based on finalized design documents.

Appendix A

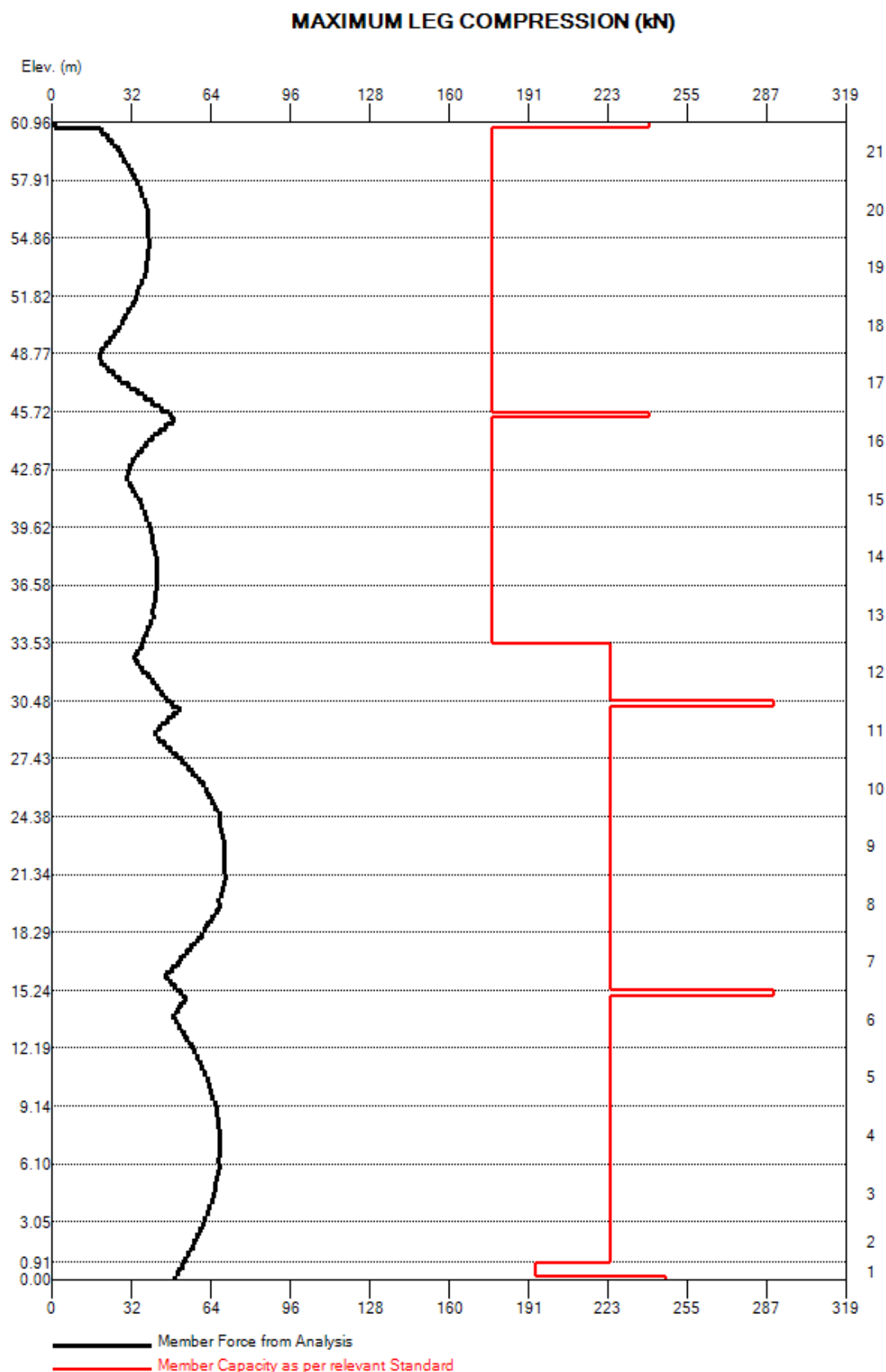
Tower Profile and Antenna Loading

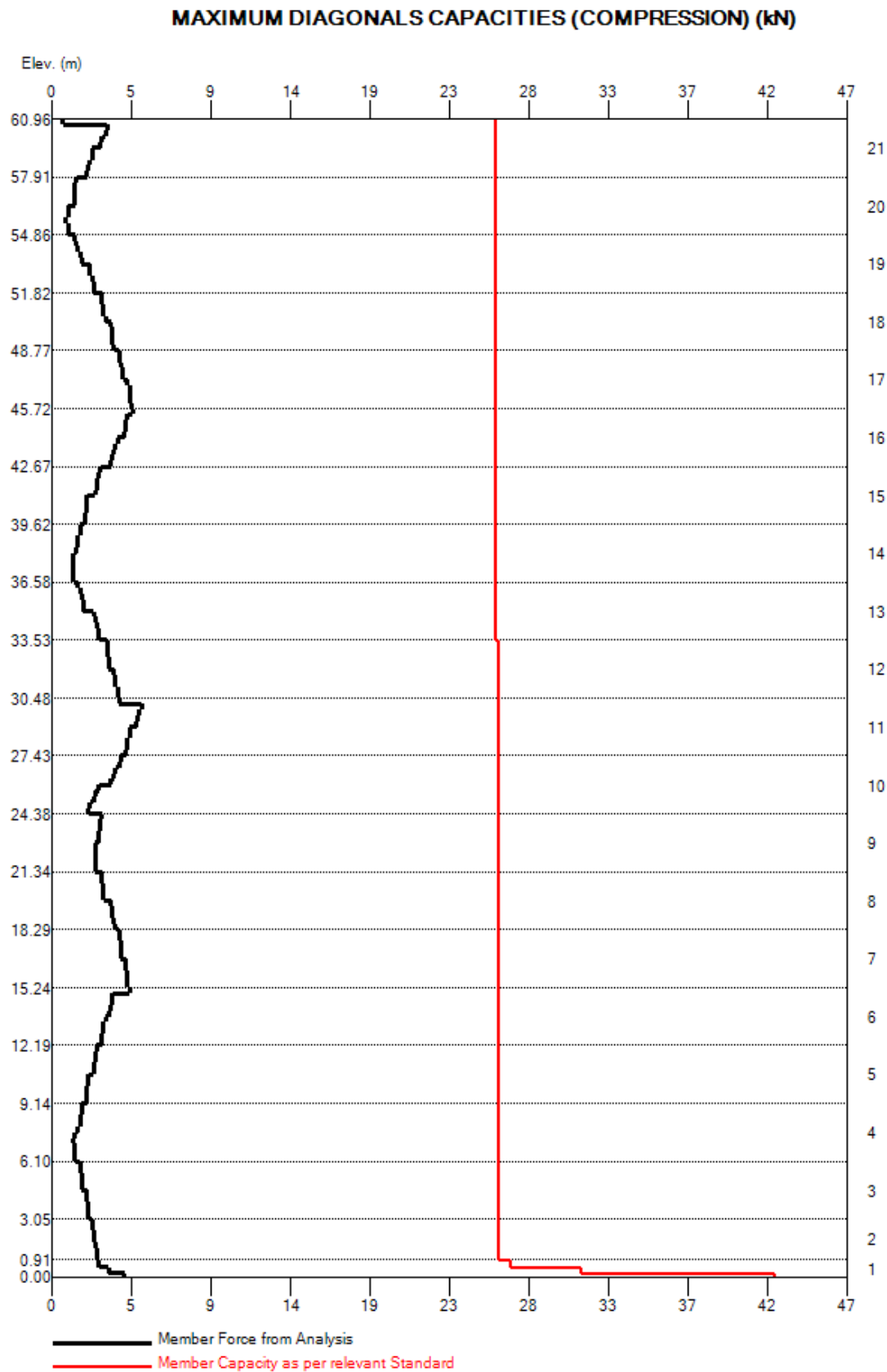


#	Owner	Status	Antenna	Elev. (m)	Additional Equipment	Tx-Line	AZ. (TN°)
1	PRRD	To Be Removed	Scala SL-8 Paraslot UHF-TV Antenna	62.6	-	(1) 49mm OD Coax	Omni
2	PRRD	Existing	DOL	61.0	-	(1) Teck	-
3	Vincent Communications	Proposed	PMP450i	60.0	-	(1) Cat5e	0
4	Vincent Communications	Proposed	PMP450i	60.0	-	(1) Cat5e	90
5	Vincent Communications	Proposed	PMP450i	60.0	-	(1) Cat5e	180
6	Vincent Communications	Proposed	PMP450i	60.0	-	(1) Cat5e	270
7	PRIS	Existing	TRH2412016	57.3	-	(1) Cat5e	0
8	PRIS	Existing	0.6m HP Dish	55.8	-	(1) Cat5e	12
9	Sunrise Media	Proposed	SD210-HF7PASNM	53.0	-	(1) LMR600	300
10	PRIS	Existing	AM-V5G-Ti	51.1	-	(1) Cat5e	0
11	PRIS	Existing	AM-V5G-Ti	47.5	-	(1) Cat5e	120
12	PRIS	Existing	TRH2412016	43.4	(1) RRU	(1) Cat5e	90
13	PRIS	Existing	AM-V5G-Ti	41.3	-	(1) Cat5e	240
14	PRIS	Existing	Unknown Panel	35.8	-	(1) Cat5e	245
15	PRIS	Existing	0.6m HP Dish	34.4	(1) ODU	(1) Cat5e	320
16	PRRD	Existing	(2) DOL	30.9	-	(1) Teck	-
17	Vincent Communications	Proposed	PTP650	29.0	-	(1) Cat5e	174
18	PRIS	Existing	0.9m PL Dish w/ Radome	25.0	(1) ODU	(1) Cat5e	155
19	PRIS	Existing	-	22.1	(1) ODU	(1) Cat5e	-
20	PRIS	Existing	0.6m HP Dish	20.7	(1) ODU	(1) Cat5e	180
21	PRIS	Existing	0.6m PL Dish w/ Radome	19.5	(1) ODU	(1) Cat5e	180

Appendix B

Graphical Analysis Results





Guy Tensions, Anchor Loads, and Base Loads

Guy Elevation (m)	Guy Size	Initial Tension (kN)	Max. Tension at Mast (kN)	Assessment Ratio %
14.9	GS 10	6.0	17.3	48.0 %
30.2	GS 10	6.0	19.9	55.0 %
45.4	GS 11	8.7	26.4	51.0 %
60.7	GS 11	8.7	25.2	49.0 %

Tower Base	Vertical (kN)	Shear (kN)	Moment (kNm)	Torsion (kNm)
	143.7	2.4	0.0	-0.5

Anchor #	Azimuth (deg)	Radius (m)	Horiz. Load (kN)	Vertical Load (kN)	Resultant (kN)
1	80.0	69.9	72.5	41.8	83.7
2	200.0	68.8	74.1	41.9	85.1
3	320.0	65.6	74.6	40.4	84.8

Appendix C

Site Specific Wind

Site-Specific 10-yr. Wind Pressure Report (V2.1 2016-01-04 Format)

Site Information:

Name: Northpine, BC
 Latitude: 56° 22' 9.7" N
 Longitude: 120° 49' 29.6" W
 Tower Height (m): 61
 Elevation MSL (m): 762

Results:

Note: Following direction from the S37 Committee, Q_e can no longer be provided.

Q_{nbc} (Pa): 300	$Q_{nbc} = 300(Z/10)^{0.2}$	$V_{nbc} = 48.19$ mph
Icing: As per CAN/CSA S37-13		
Q_{Min} (Pa) 250	$Q_{Min} = 250(Z/10)^{0.2}$	$V_{Min} = 43.99$ mph

Wind Pressure Formula (for z in metres and result in Pa):

$$Q_h = 0.12919 \{ [0.1326 e^{(-0.0033 z)} + 1.0000 \ln(z/0.1000) / \ln(z_0/0.1000)] 46.30 \}^2 (z/10)^{0.218}$$

Profile Formula General Form:

$$Q_h = 0.12919 \{ [a_1 e^{(-a_2 z)} + a_3 \ln(z/z_h) / \ln(z/z_{01})] v_{01} \}^2 (z/10)^{0.218}$$

Site Values of Coefficients:

$$a_1 = 0.1326, a_2 = 0.0033, a_3 = 1.0000, z_h = 0.1000, z_{01} = 0.1000, v_{01} = 46.30 \text{ mph}$$

Definitions

Tower Height: Height of the tower from ground level at the base of the tower to the top of the structure.

Q_{nbc} : Regionally representative reference wind pressure at 10 m in the format of the National Building Code of Canada and the Q_{nbc} value is profiled with the $z/10$ power law.

Q_{Min} : Minimum reference wind pressure (320 Pa, 300 Pa, and 250 Pa for the 50-year, 30-year, and 10-year return periods respectively) profiled with the $z/10$ power law as per Section 5.4.1 of S37-13.

Wind Pressure Formula: Formula for the design wind pressure as a function of height. (Ref.: S37-13, 5.3.1)

Height (Z): the vertical distance (m) above ground level at the base of the tower.

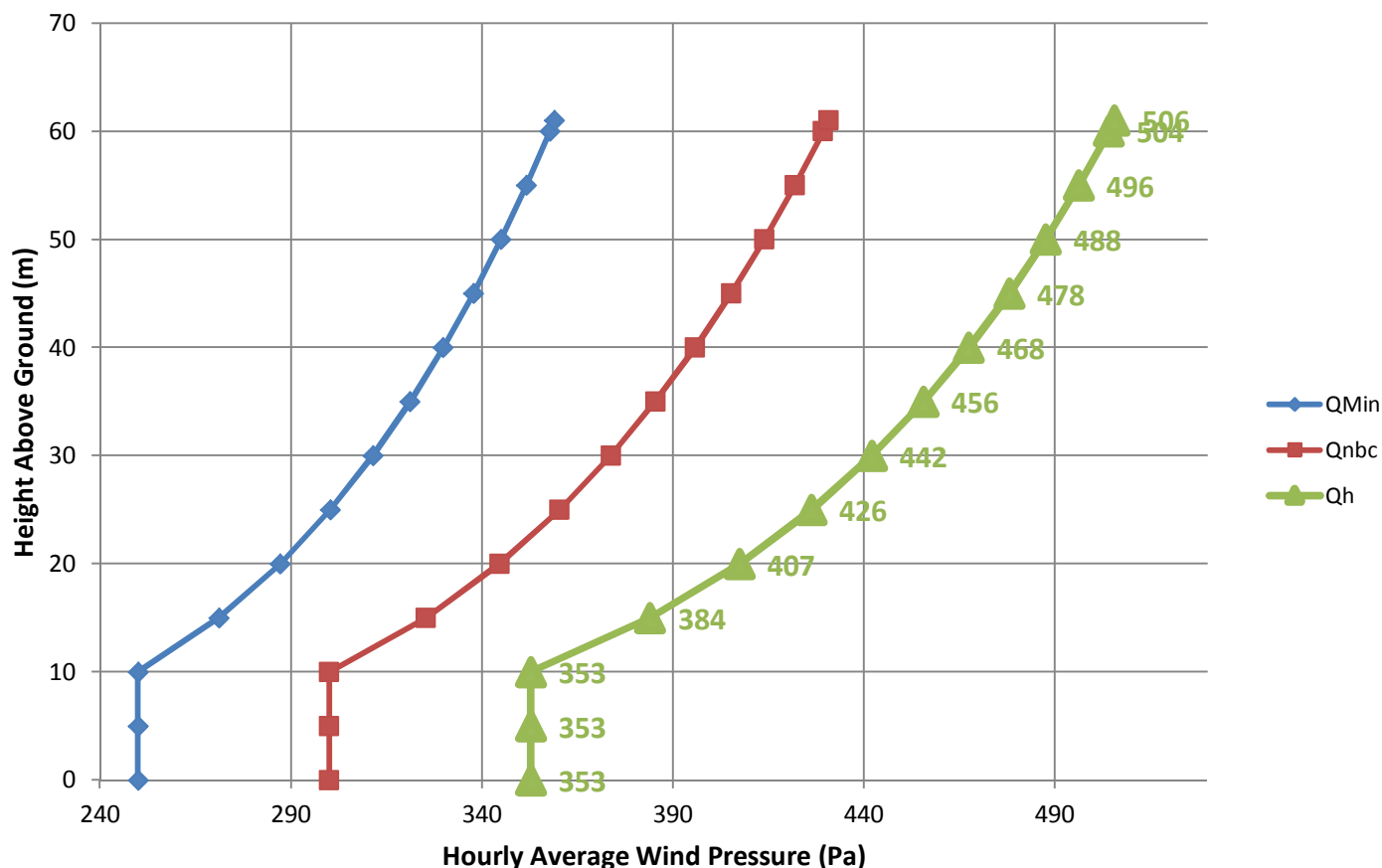
Note: No wind pressure value less than 90% of the value at 10 m should be used for heights less than 10 m a.g.l.

These wind pressures were evaluated using a version of the methods described by Taylor and Lee (1984) "Simple Guidelines for Estimating Wind Speed Variations Due to Small Scale Topographic Features", Climatological Bulletin 18 2, using the Boyd (1969) analysis of thirty year return period wind speeds (which is also used for the National Building Code of Canada), modified by a technique described by Wieringa (1980) "Representativeness of Wind Observations at Airports" Bulletin of the American Meteorological Society, 61 9, as input data. The uncertainty in NBCC regionally representative reference wind pressures is about [+15%,-15%].

Environment Canada has not made and does not make any representations or warranties, either expressed or implied, arising by law or otherwise, respecting the accuracy of recommended climatic information. In no event will Environment Canada be responsible for any prejudice, loss or damages which may occur as a result of the use of design wind pressure recommendations.

Northpine, BC 61m Tower

10-yr. Wind Pressure Profile Graph for Northpine, BC 61m Tower



Q_{nbc} Profile: Regionally representative reference wind profiled with the $z/10$ power law.

Q_{Min} Profile: Minimum site-specific wind pressure (320 Pa, 300 Pa, and 250 Pa for the 50-year, 30-year, and 10-year return periods respectively) profiled with the $z/10$ power law.

Q_h Profile: The site-specific wind pressure profile directly from the Taylor and Lee (1984) simple guidelines.

Explanatory notes regarding the new report format and changes to calculation methods.

1. The most significant change from the previous versions of the reports is that the exponent used in the Q_h equation is no longer fixed at 0.2. The exponent now varies continuously from 0.2 for open terrain to 0.32 for closed terrain.
2. A new Q_{min} profile has been added to the graphs and it represents the minimum acceptable reference wind pressure profile. It starts with the minimum 10-metre reference wind pressure of 320 Pa for a 50-year return period as per section 5.4.1 of S37-13 and then uses the same $z/10$ power law formulation as the Q_{NBC} profile to generate the curve. The corresponding 10-metre reference wind pressures for the 10-year and 30-year return periods are 250 Pa and 300 Pa respectively.
3. Q_h will always be plotted even when they are less than Q_{Min} . This will allow designers to see how Q_h varies over the height of the tower. Also, in rough terrain and for taller towers, the Q_h profile might cross the Q_{Min} profile.
4. The coefficients for the Q_h equation will now always be given regardless of the Q_{NBC} or Q_{Min} values.
5. The wind speeds will be given for each of the 4 equations (Q_h , Q_{NBC} , or Q_{Min}) too.

Site-Specific 30-yr. Wind Pressure Report (V2.1 2016-01-04 Format)

Site Information:

Name: Northpine, BC
 Latitude: 56° 22' 9.7" N
 Longitude: 120° 49' 29.6" W
 Tower Height (m): 61
 Elevation MSL (m): 762

Results:

Note: Following direction from the S37 Committee, Q_e can no longer be provided.

Q_{nbc} (Pa): 360	$Q_{nbc} = 360(Z/10)^{0.2}$	$V_{nbc} = 52.79$ mph
Icing: As per CAN/CSA S37-13		
Q_{Min} (Pa) 300	$Q_{Min} = 300(Z/10)^{0.2}$	$V_{Min} = 48.19$ mph

Wind Pressure Formula (for z in metres and result in Pa):

$$Q_h = 0.12919 \{ [0.1326 e^{(-0.0033 z)} + 1.0000 \ln(z/0.1000) / \ln(z_0/0.1000)] 50.68 \}^2 (z/10)^{0.218}$$

Profile Formula General Form:

$$Q_h = 0.12919 \{ [a_1 e^{(-a_2 z)} + a_3 \ln(z/z_h) / \ln(z/z_{01})] v_{01} \}^2 (z/10)^{0.218}$$

Site Values of Coefficients:

$$a_1 = 0.1326, a_2 = 0.0033, a_3 = 1.0000, z_h = 0.1000, z_{01} = 0.1000, v_{01} = 50.68 \text{ mph}$$

Definitions

Tower Height: Height of the tower from ground level at the base of the tower to the top of the structure.

Q_{nbc} : Regionally representative reference wind pressure at 10 m in the format of the National Building Code of Canada and the Q_{nbc} value is profiled with the $^{2/10}$ power law.

Q_{Min} : Minimum reference wind pressure (320 Pa, 300 Pa, and 250 Pa for the 50-year, 30-year, and 10-year return periods respectively) profiled with the $^{2/10}$ power law as per Section 5.4.1 of S37-13.

Wind Pressure Formula: Formula for the design wind pressure as a function of height. (Ref.: S37-13, 5.3.1)

Height (Z): the vertical distance (m) above ground level at the base of the tower.

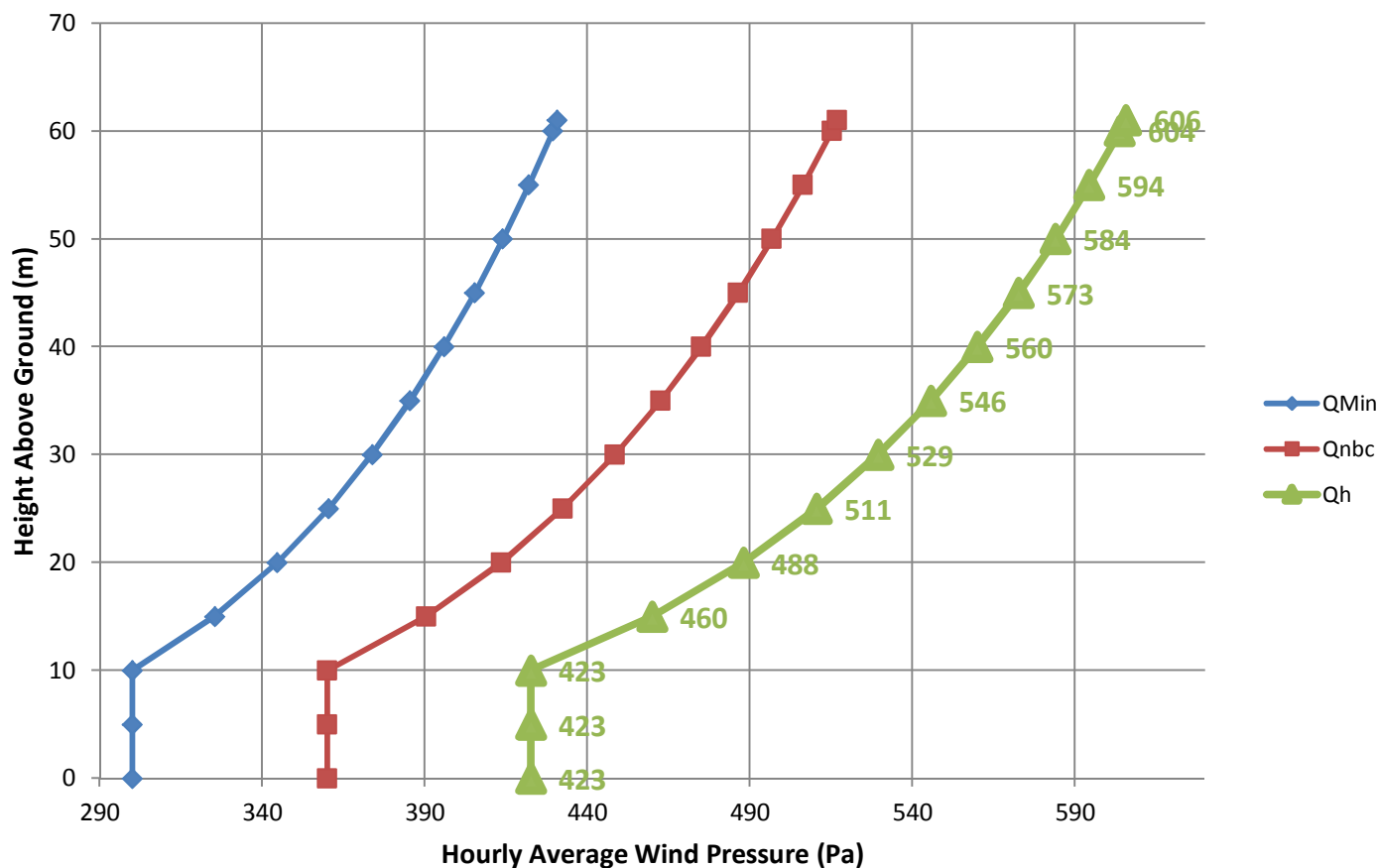
Note: No wind pressure value less than 90% of the value at 10 m should be used for heights less than 10 m a.g.l.

These wind pressures were evaluated using a version of the methods described by Taylor and Lee (1984) "Simple Guidelines for Estimating Wind Speed Variations Due to Small Scale Topographic Features", Climatological Bulletin 18 2, using the Boyd (1969) analysis of thirty year return period wind speeds (which is also used for the National Building Code of Canada), modified by a technique described by Wieringa (1980) "Representativeness of Wind Observations at Airports" Bulletin of the American Meteorological Society, 61 9, as input data. The uncertainty in NBCC regionally representative reference wind pressures is about [+15%,-15%].

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Northpine, BC 61m Tower

30-yr. Wind Pressure Profile Graph for Northpine, BC 61m Tower



Q_{nbc} Profile: Regionally representative reference wind profiled with the $z/10$ power law.

Q_{Min} Profile: Minimum site-specific wind pressure (320 Pa, 300 Pa, and 250 Pa for the 50-year, 30-year, and 10-year return periods respectively) profiled with the $z/10$ power law.

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4. The coefficients for the Q_h equation will now always be given regardless of the Q_{NBC} or Q_{Min} values.
5. The wind speeds will be given for each of the 4 equations (Q_h , Q_{NBC} , or Q_{Min}) too.

Site-Specific 50-yr. Wind Pressure Report (V2.1 2016-01-04 Format)

Site Information:

Name: Northpine, BC
 Latitude: 56° 22' 9.7" N
 Longitude: 120° 49' 29.6" W
 Tower Height (m): 61
 Elevation MSL (m): 762

Results:

Note: Following direction from the S37 Committee, Q_e can no longer be provided.

Q_{nbc} (Pa): 390	$Q_{nbc} = 390(Z/10)^{0.2}$	$V_{nbc} = 54.94$ mph
Icing: As per CAN/CSA S37-13		
Q_{Min} (Pa) 320	$Q_{Min} = 320(Z/10)^{0.2}$	$V_{Min} = 49.77$ mph

Wind Pressure Formula (for z in metres and result in Pa):

$$Q_h = 0.12919 \{ [0.1326 e^{(-0.0033 z)} + 1.0000 \ln(z/0.1000) / \ln(z_0/0.1000)] 52.68 \}^2 (z/10)^{0.218}$$

Profile Formula General Form:

$$Q_h = 0.12919 \{ [a_1 e^{(-a_2 z)} + a_3 \ln(z/z_h) / \ln(z/z_{01})] v_{01} \}^2 (z/10)^{0.218}$$

Site Values of Coefficients:

$$a_1 = 0.1326, a_2 = 0.0033, a_3 = 1.0000, z_h = 0.1000, z_{01} = 0.1000, v_{01} = 52.68 \text{ mph}$$

Definitions

Tower Height: Height of the tower from ground level at the base of the tower to the top of the structure.

Q_{nbc} : Regionally representative reference wind pressure at 10 m in the format of the National Building Code of Canada and the Q_{nbc} value is profiled with the $z/10$ power law.

Q_{Min} : Minimum reference wind pressure (320 Pa, 300 Pa, and 250 Pa for the 50-year, 30-year, and 10-year return periods respectively) profiled with the $z/10$ power law as per Section 5.4.1 of S37-13.

Wind Pressure Formula: Formula for the design wind pressure as a function of height. (Ref.: S37-13, 5.3.1)

Height (Z): the vertical distance (m) above ground level at the base of the tower.

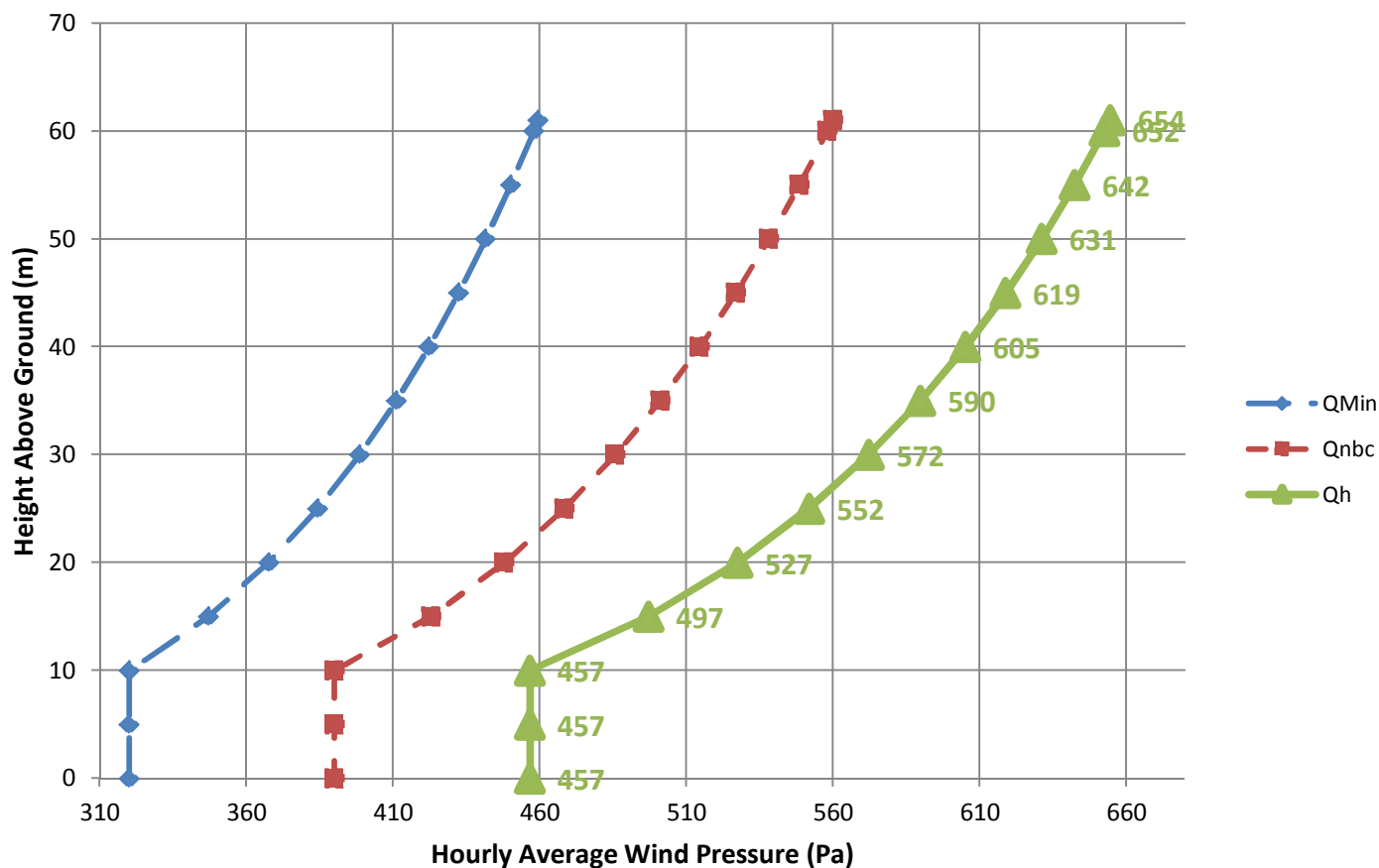
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Northpine, BC 61m Tower

50-yr. Wind Pressure Profile Graph for Northpine, BC 61m Tower



Q_{nbc} Profile: Regionally representative reference wind profiled with the $z/10$ power law.

Q_{Min} Profile: Minimum site-specific wind pressure (320 Pa, 300 Pa, and 250 Pa for the 50-year, 30-year, and 10-year return periods respectively) profiled with the $z/10$ power law.

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4. The coefficients for the Q_h equation will now always be given regardless of the Q_{NBC} or Q_{Min} values.
5. The wind speeds will be given for each of the 4 equations (Q_h , Q_{NBC} , or Q_{Min}) too.



REPORT

To: Electoral Area Directors

Date: March 11, 2019

From: Erin Price, Bylaw Enforcement Officer

Subject: Sign Bylaw Information

RECOMMENDATION:

That the Electoral Area Director's Committee receive the report "Sign Bylaw Information" dated March 11, 2019 for discussion and further provide direction regarding how and where signs should be regulated in the Peace River Regional District.

BACKGROUND/RATIONALE:

NOTE- Page 3 provides suggestions for how and where signs could be regulated in the PRRD.

January 2006- the Development Services Department began tracking the type and number of formal bylaw complaints made to the Peace River Regional District (PRRD). The first, and only, formal complaint regarding signage was received on October 12, 2018. A formal complaint requires a complainant to provide a written complaint stating their concern and must include their name, contact information and signature.

The PRRD has not enacted a stand-alone sign bylaw. Residents have been informed throughout many years, by staff that "the PRRD does not regulate signs". In some cases, this information has been provided in writing by staff, including from the General Manager of Development Services.

In order to make appropriate recommendations for this report, previous board resolutions in relation to signage were reviewed. Based on these resolutions, the conclusion was that the issues concerning to the Regional Board were related to safety and the number of signs existing along the major highways throughout the PRRD. These resolutions have been attached to this report (Attachment #1).

October 12, 2018- The PRRD Bylaw Enforcement Department received a formal complaint regarding signs on private property. The complaint was also addressed to the Regional Board.

October 25, 2018- The Regional Board made the following resolution:

*MOVED by Director Ackerman, SECONDED by Director Nichols,
RD/18/10/06 (25) That a signage bylaw be drafted for consideration by the Board.*

November 8, 2018- As a result of the October 12, 2018 complaint, the PRRD Regional Board also requested a legal opinion regarding enforcement of signs through Zoning Bylaw No. 1343, 2001, as this is the applicable bylaw for the property subject to the complaint.

Staff Initials: *EP*

Dept. Head:

CAO: *[Signature]*

Page 1 of 4

There is case law (Home Depot Canada v. Richmond (City of), 1996 CanLII 3098 (BC SC)) dealing with the meaning of the description “incidental and subordinate”. The court found that the incidental use must enhance the principal use and not be simply another product line intended to generate revenue. Further, that the use must be clearly necessary or dependent upon or affiliated with the principal use.

PRRD Zoning Bylaw No. 1343, 2001 defines the word “accessory” as:

means a use, building or structure which is incidental and subordinate to and located on the same parcel as a PRINCIPAL USE, building or structure.

A sign that advertises a business or product that is not on the same parcel as the sign or advertises a business or product that is not a permitted use on a parcel can be prohibited by the current zoning bylaw.

February 2019- Staff conducted a survey of sign bylaws in neighbouring Regional Districts and municipalities. Highlights from these bylaws have been attached to this report (Attachment #2)

Generally, municipalities tend to have a robust stand-alone signage bylaw that includes permits, fees and inspections while regional districts tend to have a few statements regarding signs included within the zoning bylaws.

A preliminary canvas of Highway 97 between, Dawson Creek and Fort St. John, has revealed that many signs are on Ministry of Transportation and Infrastructure right of ways or are within a municipal boundary and would be beyond the jurisdiction of the PRRD Bylaw Enforcement Department. Examples exist where enforcement could be required on 1 sign and not another although they may be in close proximity and otherwise look similar.

In addition, the PRRD may only grant permission for signs on lands outside of the Agricultural Land Reserve (ALR). Lands within the ALR must comply with the Agricultural Land Commission Act which may be more restrictive.

Finally, it is important to understand that some signs may be protected as Freedom of Expression by the Canadian Charter of Rights and Freedoms and must not be prohibited.

If signs continue to be regulated through the zoning bylaws, enforcement would only be triggered through the formal complaint process, as per Bylaw Enforcement Policy No. 0340-20-15.

If changes were made to the PRRD’s bylaws for signage, significant staff time would be required to:

- Amend the 5 current zoning bylaws and the 4 current official community plans (OCP). The OCP’s would only need amending if signs were made part of the Development Permit Area requirements.
- Conduct a comprehensive survey of all signs within the bylaw area at the time of adoption.
- Establish a database of legally non-conforming signs.
- Update the database as signs begin to lose their “*existing non-conforming status*” as per Section 528 of the Local Government Act.
- Receive complaints, open files, conduct site inspections and investigations, work with landowners to achieve voluntary compliance, issue fines if required, track tickets and payments and to proceed with further enforcement if required.

It must be acknowledged that some landowners may refuse to comply and court action may become the required method of enforcement. Staff would be looking for a commitment from the Regional Board to pursue compliance through the legal system.

Suggestions for changes to the PRRD zoning bylaws and/or official community plans:

These suggestions are meant to improve safety and reduce the number of signs.

- Require that signs respect the setback requirements as established in each zone for an accessory building or structure.
- Prohibit signs from all residential zones (with the exception of the permitted home based business signage).
- Prohibit signs that flash, animate, move by a mechanical means or otherwise affect the safety of the motoring public.
- Prohibit abandoned signs.
- Require on-going maintenance for appearance and structural integrity.
- Require engineer approved construction plans at the discretion of the Building Inspector.
- Require a minimum 100m distance between signs. (This distance would allow a max. of 4 signs on each side of a ¼ section parallel to a highway).
- Add signage language to the Development Permit Areas in the Official Community Plans. NOTE- If selected, this would require amendments to the official community plans in addition to the zoning bylaws.

Although the legal opinion is that third party signs are already prohibited under the current zoning, there is no recommendation on changing the enforcement of third party signs. The only formal complaint received by the PRRD was regarding the existence of signs in general, not the message on the signs and previous Regional Board discussions and resolutions have not included concerns with third party signs. Additionally, landowners may have entered into long term contracts with advertisers based on the current regulations regarding signage in the PRRD.

Suggestions for where the signage regulations could be enacted:

- Only on properties along the major highway corridors of Highways 97, 52, 49, 29 and 2 (most of the concerns in the past were related to safety of the motoring public).
- Only in certain Electoral Areas (Similar to the Unsightly Bylaw).
- Only on properties within Zoning Bylaw 1343, 2001 (this is the zoning bylaw that surrounds the communities of Dawson Creek, Chetwynd and Fort St. John).

STRATEGIC PLAN RELEVANCE:

Not applicable

FINANCIAL CONSIDERATION(S):

It is estimated that each complaint could take more than 10 hours of dedicated enforcement time. This is in addition to the time required to amend bylaws, catalogue existing signage prior to adoption and tracking signs as they lose existing non-conforming status.

COMMUNICATIONS CONSIDERATION(S):

A change in the PRRD's enforcement of signage or new regulations related to signage would require education and public notification.

OTHER CONSIDERATION(S):

N/A

Attachments:

1. Previous Regional Board resolutions regarding signage in the PRRD.
2. Highlights of signage regulations from neighbouring municipalities and regional districts.

History of previous Peace River Regional District Board Resolutions regarding signage regulation.

April 27, 2006- The Regional Board made the following resolution at the request of a board member, not as a result of a complaint.

RD/06/04/39 (27)

MOVED by Director Eglinski, SECONDED by Director Harwood, that staff be requested to investigate what other Regional Districts and municipalities are doing in relation to signage along highways and report on the feasibility of the Peace River Regional District developing a signage by-law for the entire region.

March 8, 2007- The Regional Board made the following resolution:

RD/07/03/19

MOVED by Director Caton, SECONDED by Director Hiebert, that a letter be forwarded to the Ministry of Transportation:

- a) advising that the Regional District supports the Signs Regulation, Section 214 of the Motor Vehicle Act;*
- b) requesting that the legislation be enforced along local highways; and*
- c) requesting clarification regarding the number of billboards erected along local highways that have been awarded the appropriate permit.*

July 12, 2007- Based on correspondence received from The Ministry of Transportation and Infrastructure advising that “*although the Motor Vehicle Act restricts signage within 300m of the highway right-of way, they generally focus their enforcement on signs within the right-of-way due to issues regarding trespassing on private land*”, the Regional Board made the following resolution:

RD/07/07/19

MOVED by Director Caton, SECONDED by Director Hiebert, that all complaints regarding signage that is in contravention of the Motor Vehicle Act be directed to the Ministry of Transportation.

April 14, 2011- At the request of a regional board member, the Regional Board made the following resolution:

RD/11/04/45

MOVED by Director Hadland, SECONDED by Alternate Director Schuman, that staff be authorized to survey other regional district's best practices in relation to billboard regulations with a view to banning billboards from being placed on lands adjacent to provincial highways in this region.

November 17, 2011- The Assistant Manager and General Manager of Development Services submitted a report, dated October 13, 2011, to EDAC that provided discussion points for a sign regulation. A discussion regarding the proposed sign bylaw ensued regarding the unsightly appearance of signs and the safety of the motoring public. The Directors were informed that a sign bylaw would not affect the existing signs along the highway as they would be grandfathered; it was also noted that signage in ditches and road allowances fall under the jurisdiction of the Ministry of Transportation and Infrastructure.

MOVED by Director Goodings, SECONDED by Director Caton,
that staff be requested to research what the Northern Rockies Regional Municipality, the Fraser
Fort George Regional District and the member municipalities have in place regarding sign
bylaws while addressing signage according to Ministry of Transportation and Infrastructure rules.

March 15, 2012- The Assistant Manager of Development Services submitted a report to EADC
summarizing the results of the research of how other regional districts and municipalities regulate
signage.

April 12, 2012- Based on recommendation from EADC, the Regional Board made the following
resolution:

RD/12/04/10

*MOVED by Director Christensen, SECONDED by Director Ackerman,
That sign regulations be included in the forthcoming district-wide zoning bylaw.*

Highlights of the signage regulations from a variety of regional districts and municipalities

Regional District of Fraser Fort George

Signage is regulated through Zoning Bylaw No. 2892.

Highlights:

- There is no application, fee or permit available
- The maximum surface area and height of a sign is regulated
- Signs of a certain size have a required spacing between them
- Signs have a required setback
- Signs that are "V" angled or three dimensional are permitted as long as only 1 sign front can be viewed at any one time.
- Signs are not permitted to be equipped with motion or flashing lights and the signs themselves may not move

Regional District of Bulkley Nechako

Does not regulate signs in any manner.

Cariboo Regional District

Signage is mentioned in the Zoning Bylaws and only in relation to their Home Occupation/Industry (similar to PRRD):

- Does not permit illuminated signs
- Restricts size to 0.2 m² (2.15 ft²)
- Does not restrict third party advertising

Northern Rockies Regional Municipality-

Signage used to be regulated in Zoning Bylaw No. 729, 2008. On July 9, 2012, the signage section was repealed from the zoning bylaw and Sign Bylaw No. 73, 2012 was adopted.

Highlights:

- Does not permit signs within the parcel line setbacks
- Defines many types of signs (abandoned, awning/canopy, banner, billboard, business directory, construction, fascia, freestanding, neighbourhood, non-conforming, political, portable, projecting, real estate, roof, sandwich board, under canopy, window)
- Permits removal of signs by delegated staff under certain circumstances
- Has an application, fee and permit for signs and defines sign not required to obtain a permit
- Assigns a penalty ranging from \$100 to \$500 for bylaw violations
- Has an expiry date on the permit
- Prohibits some signage from specified zones
- A DVP may be approved by Council for proposed signs that do not conform to the regulations
- Requires maintenance of signs related to safety and appearance; may issue a "Stop Work Notice" by placing notice directly on the sign
- Regulates size of each sign or combined size per lot or number of sign per lot.
- Prohibits painted plywood

- Regulates structure and Building Inspector may require engineer-approved plans
- Regulates clearance to ground
- May prohibit signs on a public right-of-way
- Regulates non-conforming signs
- Lists exemptions such as: a sign indicating the land is subject to a development application, street names etc.
- Prohibits illuminated signs that may flash, animate or otherwise affect safety of motorists
- Regulates number of days per week or per year that certain signs may be erected in specified zones
- Includes signs in the Development Permit areas where sign materials, and landscaped or decorative bases are required, also signs must relate to each other and to the building in terms of lettering, colour, shape etc.

The City of Dawson Creek

Signage is regulated through Sign Regulation Bylaw No. 4369, 2018

- The bylaw requirements are similar to those of the Northern Rockies Regional Municipality

The City of Fort St. John

Signage is regulated through Sign Bylaw 2110, 2012

- The bylaw requirements are similar to those of the Northern Rockies Regional Municipality

The District of Chetwynd

Signage is regulated through Sign Bylaw 913, 2009

- The bylaw requirements are similar to those of the Northern Rockies Regional Municipality

The District of Hudson's Hope

Signage is regulated through Zoning Bylaw 823, 2013

- Regulates the maximum number and size of signs which may be different in each zone
- Has different requirements for different types of businesses.

The District of Taylor

- No information

The District of Tumbler Ridge

Signage is regulated through Sign Bylaw 572, 2010

- The bylaw requirements are similar to those of the Northern Rockies Regional Municipality

The Village of Pouce Coupe

Signage is regulated through Sign Bylaw 1002, 2018

- The bylaw requirements are similar to those of the Northern Rockies Regional Municipality

Updated: February 22, 2019

ELECTORAL AREA DIRECTORS' COMMITTEE

D I A R Y I T E M S

<u>Topic</u>	<u>Notes</u>	<u>Diarized</u>
1. Water Advisory Committee Members	Arrange a final meeting 3 months after operation begins; to close the loop.	November 16, 2017
	Arrange a tour and ribbon cutting/grand opening event upon completion of the water station	June 21, 2018
2. Cell Towers within the Region	Hold discussion with Alberta counterparts (Interprovincial Meeting)	December 14, 2017
3. Electoral Area D Referendum	Water (service areas) in 2020	October 16, 2018
4. Don Nearhood Museum	As the Peace Canyon building is being closed a new location for the display is needed	November 13, 2018
5. Oil and Gas Working Groups	Provide updates from each meeting	January 18, 2019
6. Caribou Brochure	Director Rose and Communications - update the caribou brochure	February 21, 2019