



PEACE RIVER REGIONAL DISTRICT

ELECTORAL AREA DIRECTORS' COMMITTEE MEETING MINUTES

DATE: March 15, 2018

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT:

DIRECTORS: Karen Goodings, Electoral Area 'B' (Chair)
Brad Sperling, Electoral Area 'C'
Leonard Hiebert, Electoral Area 'D'
Dan Rose, Electoral Area 'E'

STAFF: Chris Cvik, Chief Administrative Officer
Shawn Dahlen, Deputy Chief Administrative Officer
Tyra Henderson, Corporate Officer
Crystal Brown, Electoral Area Manager
Claire Negrin, Acting General Manager of Development Services
Fran Haughian, Communications Manager
Barb Coburn, Recording Secretary

GUESTS: Adlard Environmental Ltd. Grant Writer Services
Chris Maundrell and Dr. Chris Hawkins - via telephone

CALL TO ORDER The Chair called the meeting to order at 10:35 a.m.

ADOPTION OF AGENDA

March 15, 2018 Agenda MOVED by Director Rose, SECONDED by Director Sperling,
That the Electoral Area Directors' Committee agenda for the March 15, 2018 meeting
be adopted, including items of New Business:

CALL TO ORDER:

Election of Chair

DIRECTOR'S NOTICE OF NEW BUSINESS:

ADOPTION OF AGENDA:

ADOPTION OF MINUTES:

M-1 Electoral Area Directors' Committee Minutes of February 15, 2018

BUSINESS ARISING FROM THE MINUTES:

BA-1 BC Hydro Update

DELEGATIONS

D-1 11 a.m. - Chris Maundrell and Chris Hawkins, Adlard Environmental Ltd. - Grant Writer
Services

CORRESPONDENCE:

REPORTS:

- R-1 November 29, 2017 - Chris Cvik, Chief Administrative Officer - Policy and Procedure for
Electoral Area Specific Issues (referred from February EADC Meeting)
- R-2 January 8, 2018 - Deborah Jones-Middleton, Protective Services Manager - Feasibility of
expansion of the Charlie Lake Rural Fire Protection Area (referred from January EADC
Meeting)
- R-3 February 13, 2018 - January 9, 2018 - Deborah Jones-Middleton, Protective Services
Manager - Charlie Lake Fire Road Rescue and First Medical Responder Service Provision
Feasibility (referred from January EADC Meeting)
- R-4 Shawn Dahlen, Deputy Chief Administrative Officer - Area B Potable Water Budget
Update
- R-5 March 6, 2018 - Claire Negrin, Planning Services Manager - Progress Report on the
Zoning Bylaw Consolidation Project

ADOPTION OF AGENDA (CONTINUED)

DISCUSSION ITEMS:

- DI-1 Economic Development Projects – Staff Resourcing
- DI-2 Changing EADC Meeting Dates
- DI-3 Site Surveys and Fence Regulations for Building Permits
- DI-4 PNG update and Rural Gasification.
- DI-5 Policy on Congratulation Letters
- DI-6 North Peace Leisure Pool Commission
- DI-7 Farmington Oil and Gas Impacts
- DI-8 Revitalization of the Agricultural Land Reserve and Agricultural Land Commission
- DI-9 BC Flood and Wildfire Review (R-19 from Regional Board Meeting)

NEW BUSINESS:

- NB-1 Municipal Participation in Planning
- NB-2 DC Sportsmen Zoning Amendment

COMMUNICATIONS:

DIARY:

ADJOURNMENT:

CARRIED.

ADOPTION OF MINUTES

- M-1
EADC meeting minutes of February 15, 2018
- MOVED by Director Rose, SECONDED by Director Sperling
That the Electoral Area Directors' Committee Meeting minutes of February 15, 2018 be adopted.

CARRIED.

BUSINESS ARISING:

- BA-1
BC Hydro Update
- Director Goodings advised that she and Crystal Brown, Electoral Area Manager will meet with a BC Hydro representative in the Fort St. John Regional District office on Monday, March 19, 2018.

REPORTS:

- R-1
Policy and Procedure for Electoral Area Specific Issue
- MOVED by Director Sperling, SECONDED by Director Hiebert,
That the November 29, 2017 Report from Chris Cvik, Chief Administrative Officer regarding Policy and Procedure for Electoral Area Specific Issues be referred to the April Electoral Area Directors' Committee meeting,

CARRIED.

- R-2
Feasibility of expansion of the Charlie Lake Rural Fire Protection Area
- MOVED by Director Sperling, SECONDED by Director Rose,
That the Electoral Area Directors' Committee recommend to the Regional Board that staff report back to the Electoral Area Directors' Committee regarding the areas that could be included in the Charlie Lake Fire Protection Area using the existing infrastructure, equipment and personnel.

CARRIED.

REPORTS (CONTINUED):

- R-2 [continued]
Feasibility of expansion of
the Charlie Lake Rural
Fire Protection Area
- MOVED by Director Sperling, SECONDED by Director Rose,
That the Electoral Area Directors' Committee recommend to the Regional Board that
staff be directed to:
1. research the cost and locations of installing water sources in strategic locations
within the current Charlie Lake Rural Fire Protection Area;
 2. research the cost of implementing a Superior Tanker Shuttle Service for the
Charlie Lake Rural Fire Protection Area; and
 3. initiate discussions with the City of Fort St. John regarding the options and costs to
utilize, improve and expand the fire hydrant system in the Charlie Lake Rural Fire
Protection Area.
- CARRIED.

- R-3
Charlie Lake Fire Road
Rescue and First Medical
Responder Service
Provision Feasibility
- MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Electoral Area Directors' Committee recommend to the Regional Board that
staff be directed to report back to Electoral Area Directors' Committee with the
following information:
1. investigate the number and type of calls attended by the BC Ambulance Service in
the Charlie Lake Rural Fire Protection Area and the costs and benefits, should the
Charlie Lake Fire Department expand its services to include First Medical
Response; and
 2. enter into discussions with the City of Fort St. John regarding the Charlie Lake Fire
Department providing a road rescue service within the Charlie Lake Rural Fire
Protection Area, with Fort St. John continuing road rescue service to the area
outside the Charlie Lake Rural Fire Protection Area.
- CARRIED.

DELEGATION

- D-1
Adlard Environmental
Ltd. - Grant Writer
Services
- Mr. Chris Maundrell and Dr. Chris Hawkins (via telephone) were welcomed to the
meeting and introductions were made around the table. Mr. Maundrell gave a brief
background of both delegates. He went on to define expectations they have for
finding appropriate grants and assisting societies with grant applications, including
training sessions. There are several opportunities for grants from various organizations
that can be found on-line. They propose to provide a list of these opportunities,
including eligibility, to the various not-for-profit societies in the regional district.

Dr. Hawkins advised that Farm Credit has grants available for small projects but that
the deadline is the end of March. If there are groups that have something on the go
now, let him know right away and he will put an application forward on their behalf.

The Directors expressed appreciation to the grant writers and suggested that one or
both attend the up-coming Grants-in-Aid and Electoral Area Roundtable meetings, as
well as the Chetwynd Trade Show, to present the information to the societies.

Staff will forward a list of the dates of these upcoming events.

REPORTS (CONTINUED):

R-4
Area B Potable Water
Budget Update

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the report from Shawn Dahlen, Deputy Chief Administrative Officer regarding
Area B Potable Water Budget Update be received for information.

CARRIED.

R-5
Progress Report on the
Zoning Bylaw
Consolidation Project

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Electoral Area Directors' Committee recommend to the Regional Board that
staff be authorized to:

1. commence agency consultation activities associated with the Zoning Bylaw
Consolidation Project; and
2. to develop a schedule for Zoning Bylaw Consolidation Project workshops to
provide the Electoral Area Directors an opportunity to review all proposed
consolidation items.

CARRIED.

Recess

The meeting was adjourned for lunch at 12:15 p.m.

Reconvene:

The meeting reconvened at 12:55 p.m.

DISCUSSION ITEMS

DI-1
Economic Development
Projects

MOVED by Director Sperling, SECONDED by Director Rose,
That the Electoral Area Directors' Committee recommend to the Regional Board that
Crystal Brown, Electoral Area Manager set up a meeting with the Gotta-Go funding
partners, MLA Davies, Peace River North; MP Bob Zimmer, Prince George-Peace River-
Northern Rockies; Ministry of Transportation and Infrastructure; and other appropriate
stakeholders to discuss the Gotta-Go project expectations and further that Directors be
authorized to attend.

CARRIED.

DI-2
Change of Meeting Date

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the April 12, 2018 Electoral Area Directors' Committee meeting be changed to
Monday, April 16, 2018.

CARRIED.

DI-3
Site Surveys and Fence
Regulations for Building
Permit

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Electoral Area Directors' Committee recommend to the Regional Board that
staff be directed to prepare an amendment to Building Bylaw No. 2131, 2014 to
require a current Statement of Title Certificate and a legal land survey prior to
commencement of construction; further, that staff also propose bylaw amendments
regarding fence height specific to Electoral Area C.

CARRIED.

DI-4
PNG Gasification

MOVED by Director Hiebert, SECONDED by Director Rose,
That the Electoral Area Directors' Committee recommend to the Regional Board that
the Electoral Area Directors be authorized to attend a meeting with Pacific Northern
Gas Ltd. (PNG) on March 23, 2018 in Fort St. John to discuss rural gasification.

CARRIED.

DISCUSSION ITEMS (CONTINUED)

- DI-5
Policy on Congratulations Letters
A discussion ensued regarding policies and practices for recognizing milestones of residents in the rural areas of the Peace River Regional District. It was noted that there is a policy for recognizing only the 50th and 60th anniversaries and birthdays.
- DI-6
North Peace Leisure Pool Commission
The Directors discussed Crystal Brown, Electoral Area Manager attendance at the North Peace Leisure Pool Commission meetings and the implications of the proposed Electoral Area Directors Committee Policy.
- DI-7
Farmington Oil and Gas Issues
A discussion regarding the issues Farmington residents have with flaring and fracking in Farmington ensued. By consensus, the Committee agreed to wait until the end of March to see if CAPP and OGC hold the requested meeting with Farmington residents.
- DI-8
Revitalization of ALR and ALC Meeting
The Directors were advised that a conference call has been set up with the Minister of Agriculture's Advisory Committee regarding the revitalization of the Agricultural Land Commission and Land Reserve at noon on Thursday, March 22, 2018.
- DI-9
BC Flood and Wildfire Review
Deborah Jones-Middleton, Protective Services Manager reviewed the draft letter prepared to provide feedback on the 2017 and 2016 flood and fire seasons to the BC Flood and Wildfire Review.

NEW BUSINESS

- NB-1
Municipal participation in planning
Director Rose advised that presentations to the municipalities regarding their participation in the regional planning process have not yet been scheduled and that he requires the Electoral Area Directors to review the maps proposed for presentation for their specific area.
- NB-2
DC Sportsman's Club
A discussion ensued regarding Mr. Kevin Knoblauch's concerns for the DC Sportsman's Club expansion plans. Development Services staff advised that another public meeting is being held to discuss the proposed rezoning and resident concerns. Once the meeting date is known, Director Hiebert will advise Mr. Knoblauch.

ADJOURNMENT: The Chair adjourned the meeting at 2:30 p.m.

Karen Goodings, Chair

Barb Coburn, Recording Secretary