



PEACE RIVER REGIONAL DISTRICT

ELECTORAL AREA DIRECTORS' COMMITTEE MEETING MINUTES

DATE: April 16, 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
Crystal Brown, Electoral Area Manager
Claire Negrin, Acting General Manager of Development Services
Fran Haughian, Communications Manager
Barb Coburn, Recording Secretary

DELEGATIONS: Lance MacDonald, C Tech, General Manager Northern BC, Telus
Caghan Bonnough, Senior Regional Market Manager, The Peace Region, Telus

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

ADOPTION OF AGENDA

April 16, 2018 Agenda MOVED by Director Hiebert, SECONDED by Director Rose,
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 March 15, 2018

BUSINESS ARISING FROM THE MINUTES:

BA-1 ALC/OGC issues

DELEGATIONS

D-1 11 a.m. - Colleen Colwell, AGRI Innovation Specialist - Ag Hub Initiative (Via Telephone)

D-2 1:30 p.m. - Lance MacDonald, TELUS GM of Northern BC - Follow-up to March 8, 2018
Regional Board Meeting.

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 March 27, 2018 - Claire Negrin, Acting General Manager of Development Services -
Annual Review - Agricultural Advisory Committee Terms of Reference

R-3 April 10, 2018 - Claire Negrin, Acting General Manager of Development Services - ALR
Application Reports

R-4 April 5, 2018 - Deborah Jones-Middleton, Protective Services Manager - Proposed
Expansion of the Charlie Lake Rural Fire Protection Area

R-5 April 10, 2018 - Claire Negrin, Acting General Manager of Development Services -
Development Services File Closure Policy

R-6 April 10, 2018 - Claire Negrin, Acting General Manager of Development Services - Minor
Processing Change - Director Referral on Land Use Applications

ADOPTION OF AGENDA (CONTINUED)

REPORTS [continued]:

R-7 - April 10, 2018 - Claire Negrin, Acting General Manager of Development Services - Land Use Referral Procedures

R-8 April 9, 2018 - Karen Goodings, Director, Electoral Area B - Canadian Natural Railway Co.

R-9 April 9, 2018 - Crystal Brown, Electoral Area Manager - Municipal Participation in Planning

DISCUSSION ITEMS:

DI-1 Karen Goodings, Director, Electoral Area B - Update on meeting at Prespatou

NEW BUSINESS:

NB-1 Feed Stock Fencing

COMMUNICATIONS:

DIARY:

ADJOURNMENT:

CARRIED.

ADOPTION OF MINUTES

M-1

EADC meeting minutes of
March 15, 2018

MOVED by Director Rose, SECONDED by Director Sperling

That the Electoral Area Directors' Committee Meeting minutes of March 15, 2018 be adopted.

CARRIED.

BUSINESS ARISING FROM THE MINUTES

BA-1

OGC Issues

MOVED by Director Hiebert, SECONDED by Director Rose

That the Electoral Area Directors' Committee recommend to the Regional Board that members of the Agriculture Land Reserve (ALR) Revitalization Committee, including Irmi Critcher, be invited to a Board meeting to discuss the impact oil and gas activity has on ALR land and subsequently the issues that residents in the affected rural communities face; and further, that they be requested to participate in a tour of the region, organized by the Board, to view these issues.

CARRIED.

The Directors discussed the OGC/ALC delegation agreement. It was suggested that the Directors and the Electoral Area Manager review the agreement in order to discuss it further at a future Electoral Area Directors' Committee meeting.

DELEGATION:

D-1

Ag Hub Initiative

An attempt was made to contact Colleen Colwell, AGRI Innovation Specialist to discuss the Ag Hub Initiative via telephone; however, she was not available.

REPORTS:

R-1

Policy and Procedure for
Electoral Area Specific
Issue

The proposed Policy and Procedures for Electoral Area Specific Issues and the corresponding Terms of Reference were discussed. Some amendments were suggested by the Directors. Chris Cvik, Chief Administrative Officer will make the changes and bring the report back to the next Electoral Area Directors' Committee meeting.

REPORTS: [CONTINUED]

R-2
Annual Review - AAC
Terms of Reference

The Directors briefly reviewed the Terms of Reference for the Agricultural Advisory Committee (AAC). No amendments were suggested at this time.

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

- a) issue invitation letters to the following local agricultural producers and commodity groups requesting the nomination of one primary and an alternate delegate to represent each organization on the Agricultural Advisory Committee for a two-year period:
Peace River Regional Cattlemen's Association
BC Grain Producers Association
Peace Region Forage Seed Association
Peace River Organic Producers Association
Farmers' Institute
Peace River Forage Association of BC
Peace River District Women's Institute
BC Bison Association; and
- b) publicly advertise for three (3) "Members at Large", who have an interest in agriculture, to represent the North, South and West Peace regions, for a two-year period.

CARRIED.

R-3
ALR Application Reports

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Electoral Area Directors' Committee recommend to the Regional Board that staff cease the review and analysis of ALR applications, and that the new ALR Application Procedure be approved for a trial period of one year from the date of adoption.

CARRIED.

R-4
Proposed 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:

- a) work with the Electoral Area B and Electoral Area C directors to prepare for and organize a public meeting to discuss the potential expansion of the Charlie Lake Fire Protection Area;
- b) enter into discussions with the City of Fort St. John and the District of Taylor regarding the impact on mutual aid of expanding the Charlie Lake Fire Protection Area; and
- c) report back to the Electoral Area Directors Committee regarding the outcome of the public meetings, discussions with Fort St. John and Taylor, and options to move forward to a public approval process for expanding the Charlie Lake Fire Protection Area.

CARRIED.

REPORTS: [CONTINUED]

R-5
Development Services
File closure Policy

MOVED by Director Rose, SECONDED by Director Sperling,
That the Electoral Area Directors' Committee recommend to the Regional Board that:

- a) the Development Services File Closure Policy for land use applications be approved; and
- b) staff be directed to prepare an amendment to the Development Application Procedures and Fees Bylaw No. 2165, 2016 to incorporate the Development Services File Closure Policy.

CARRIED.

R-6
Director Referral on Land
Use Applications

MOVED by Director Rose, SECONDED by Director Hiebert,
That the April 10, 2018 report from Claire Negrin, Acting General Manager of Development Services regarding Minor Process Change – Director Referral on Land Use Applications be received for information.

CARRIED.

Recess

The meeting recessed for lunch at 11:47 a.m.

Reconvene:

The meeting reconvened at 12:25 p.m.

REPORTS: [CONTINUED]

R-7
Land Use Referral
Procedures

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Electoral Area Directors' Committee recommend to the Regional Board that the Electoral Area Manager be appointed as the primary Peace River Regional District staff representative for Environmental Assessment Office projects located in the rural areas with internal departments, including Development Services, providing support and comment on these projects as required.

CARRIED.

MOVED by Director Hiebert, SECONDED by Director Rose,
That the Electoral Area Directors' Committee recommend to the Regional Board that staff be directed to send letters to all member municipalities as a reminder to refer the Peace River Regional District on land use applications as per REFERRAL PROCEDURE – DS-08 [Municipal Land Use].

CARRIED.

MOVED by Director Rose, SECONDED by Director Sperling,
That the Electoral Area Directors' Committee recommend to the Regional Board that staff be directed to send a letter to the Oil and Gas Commission outlining the Peace River Regional District's concerns and requirements for all oil and gas projects in the region.

CARRIED.

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Electoral Area Directors' Committee recommend to the Regional Board that the proposed Development Services Referral Procedure be approved.

CARRIED.

REPORTS (CONTINUED):

- R-8
Canadian National
Railway
- MOVED by Director Rose, SECONDED by Director Hiebert,
That the April 9, 2018 Report from Karen Goodings, Director, Electoral Area B
regarding Canadian National Railway be received for information.
- CARRIED.
- Vary the Agenda
- MOVED by Director Hiebert, SECONDED by Director Rose,
That the agenda be varied to deal with Discussion Items and New Business at this time.
- CARRIED.

DISCUSSION ITEMS

- DI-1
Prespatou Meeting
Update
- Director Goodings gave a brief verbal updated regarding her meeting in Prespatou.
Will submit a written update at a later time.
- Rather than hold roundtable meetings, Director Goodings will send letters to
community organizations in Electoral Area B, with the Electoral Area Manager's
assistance, offering to attend scheduled meetings to discuss board function related
issues.

NEW BUSINESS

- NB-1
Feed Stock Fencing
- Director Hiebert was advised that the Province does not have a program to assist
farmers with wildlife fencing at this time.

REPORTS: [CONTINUED]

- R-9
Municipal Participation in
Planning
- MOVED by Director Rose, SECONDED by Director Hiebert,
That the Electoral Area Directors' Committee recommend to the Regional Board that
- a) once the Municipal Participation in Planning presentation regarding cost sharing
for planning and land use management is amended, staff email the presentation
to the directors for a final review and that upon acceptance by the electoral
directors, the presentation then be forward to the Regional Board for approval;
 - b). the supplemental background information handouts "Backgrounder" and "What is
planning? What do planners do?" be included in the information for the
municipalities when the presentations are made; and
 - c) the Electoral Area Directors be approved to attend each municipal presentation.
- CARRIED.

DELEGATION

- D-2
Telus Follow-up
- Mr. Lance MacDonald, C Tech, General Manager Northern BC, Telus, discussed Pink
Mountain, Sheppard's Inn, reliability and connectivity issues in Tomslake, wireless
mobility coverage, and future plans for bringing high-speed internet and fibre optics
into the region.

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