

PEACE RIVER REGIONAL DISTRICT
ELECTORAL AREA DIRECTORS COMMITTEE MEETING

A G E N D A

for the meeting to be held on Thursday, October 20, 2016 in the
Regional District Office Boardroom, 1981 Alaska Avenue, Dawson Creek, BC
Commencing at 9 a.m.

1. Call to Order: Director Goodings to Chair the meeting
2. Director's Notice of New Business:
3. Adoption of Agenda:
4. Adoption of Minutes:
 - M-1 Electoral Area Directors' Committee Minutes of September 15, 2016
5. Business Arising from the Minutes:
6. Delegations
7. Correspondence:
 - C-1 September 25, 2016 - Terry Coe, T.L. Coe Financial Ltd. (to Director Goodings) - Concerns regarding Canada Post Rural Address Changes.
 - C-2 October 11, 2016 - Michael Wells, Reckitt Benckiser - Trees for Change Fact Sheet
 - C-3 October 11, 2016 - Laurey-Anne Roodenburg, Councillor, City of Quesnel - Opinion on what an Electoral Area Director Meeting would look like.
8. Reports:
 - R-1 October 13, 2016 - Bruce Simard, General Manager of Development Services - Review of Standing Policy for Responding to Referrals for Oil & Gas Commission (OGC) Decisions for Non-farm Use in the ALR
 - R-2 October 13, 2016 - Bruce Simard, General Manager of Development Services - Review of PRRD Bylaw Enforcement Delegation Bylaw No. 1299, 2000
 - R-3 September 30, 2016 - Erin Price, Bylaw Enforcement Officer - Enforcement File Quarterly Update
 - R-4 October 14, 2016 - Chris Cvik, Chief Administrative Officer - Notice of Closed Session
9. New Business:
 - NB-1 Departmental Audit of Internal Procedures and Practices (Director Rose)
 - NB-2 CN Rail (Director Goodings)
 - NB-3 Building Inspection Bylaw (see attached notes from the Arras Community Meeting)
10. Communications:
 - CO-1 Discussion on Statutory Development Services Method of Notification
11. Diary:
12. Adjournment:



**PEACE RIVER REGIONAL DISTRICT
ELECTORAL AREA DIRECTORS' COMMITTEE
MEETING MINUTES**

M-1

DATE: September 15, 2016

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT:

Directors: Karen Goodings, Director, Electoral Area 'B' and Meeting Chair
Leonard Hiebert, Director, Electoral Area 'D'
Brad Sperling, Director, Electoral Area 'C'
Larry Houley, Alternate Director, Electoral Area 'E'

Staff: Chris Cvik, Chief Administrative Officer
Trish Morgan, General Manager of Community and Electoral Area Services
Bruce Simard, General Manager of Development Services
Fran Haughian, Communications Manager / Commissions Liaison
Shannon Anderson, Deputy Chief Administrative Officer
Barb Coburn, Recording Secretary

ABSENT:

Directors: Dan Rose, Director, Electoral Area 'E'

Call to Order Chair Goodings called the meeting to order at 10 a.m.

ADOPTION OF AGENDA:

September 15, 2016 Agenda MOVED by Director Hiebert, SECONDED by Director Sperling,
That the Electoral Area Directors' Committee agenda for the September 15, 2016 meeting be adopted:
Call to Order: Director Goodings to Chair the meeting
Director's Notice of New Business:
Adoption of Agenda:
Adoption of Minutes:
M-1 Electoral Area Directors' Committee Meeting Minutes of August 18, 2016.
Business Arising from the Minutes:
Delegations:
Reports
New Business:
NB-1 Electoral Area Planning and Municipal Financial Contributions to the Function (Director Rose)
NB-2 Departmental Audit of Internal Procedures and Practices (Director Rose)
NB-3 Prespatou Meeting (Director Goodings)
NB-4 ALC Applications - confirmation of ALC decisions; Subdivisions approved prior to ALR being put in place (Gies), Removal of subdivisions from the ALR rather than allowable use within. (Director Goodings)
NB-5 Two articles regarding the fire situation (Director Goodings)
NB-6 Letter to MLA Rustad regarding negotiations (Director Goodings)
NB-7 EnCana Tour Invitation
NB-8 City of Dawson Creek Interest in Updating the Comprehensive Development Plan
NB-9 Discussion regarding a Water Function in Area 'B'
Communications
Diary:
Adjournment:

CARRIED.

ADOPTION OF MINUTES:

M-1 MOVED by Director Hiebert, SECONDED by Director Sperling,
EADC meeting minutes of That the Electoral Area Directors' Committee Meeting minutes of August 18, 2016 be adopted.
August 18, 2016 CARRIED.

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NEW BUSINESS:

NB-1
Planning Function

MOVED by Director Hiebert, SECONDED by Director Sperling,
That the Electoral Area Directors' Committee recommends to the Regional Board that staff prepare a report explaining the legislation that gives municipalities authority to participate in rural planning and to clarify the amount each municipality contributes to the planning function.

CARRIED.

NB-2
Internal Audit of the Planning Process

MOVED by Director Hiebert, SECONDED by Director Sperling,
That NB-2 be referred to the next Electoral Area Directors' Committee meeting when Director Rose is in attendance.

CARRIED.

NB-4
ALC Subdivision Applications

MOVED by Director Sperling, SECONDED by Alternate Director Houley,
That the Electoral Area Directors' Committee recommends to the Regional Board that staff prepare a report identifying decision options for subdivision applications on lands within the Agriculture Land Reserve with regard to effects such as unequal property taxation and jurisdiction confusion, for consideration whether subdivisions should be excluded from the Agriculture Land Reserve (ALR), rather than remaining in the ALR.

CARRIED.

NB-6
Letter to MLA Rustad

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Electoral Area Directors' Committee recommends to the Regional Board that a letter be forwarded to the Honourable John Rustad, MLA Nechako Lakes to request that consultation around land claims and land transfers including Site C land acquisition/replacement be held with the affected municipalities and electoral areas in the Peace River Regional District in the same manner as with the First Nation groups and that these meetings be open and transparent with a meaningful dialog.

CARRIED.

Adjournment: The Chair adjourned the meeting at 12 p.m.

Karen Goodings, Chair

Barb Coburn, Recording Secretary

October 20, 2016



T.L. Coe Financial Ltd.

C-1

Terry Coe, CLU, CH. F. C.

Karen Goodings
Area Director
Peace River Regional District

September 25, 2016



To Karen Goodings:

I am writing this letter to express my concerns about Canada Post's address change for my rural clients in the Peace River Regional District, BC.

Over the last two years, since they have started this process, I have had many clients whose new address is PRRD, BC. When I have submitted the address changes in to the insurance companies, their computers have kicked it back, saying that place does not exist.

I have also had clients whose mail has ended up in Peace River, Alberta. I would really appreciate any help you can give, in helping Canada Post in getting an address that actually works effectively. I am not sure how to do that, but I would appreciate any help.

My clients are frustrated and it makes it very difficult for me to try to do address changes and get things mailed to them. I would appreciate your assistance in working to find a solution as to an address that would work for everyone concerned.

I appreciate any assistance you could give in this matter.

Sincerely;

Terry Coe
T. L. Coe Financial Ltd.

TC/dt

October 20, 2016

Trees for Change Fact Sheet, September 2016

About Trees for Change

The Trees for Change program began in 2006 because RB believes it is important to actively mitigate our company's impact on climate change. Our goal was to plant enough trees to take in the same amount of carbon dioxide as our manufacturing operations generate, effectively making our manufacturing operations carbon neutral from 2006 - 2017. By planting trees we helped to remove carbon dioxide from the atmosphere that would otherwise have remained there contributing to global warming. This program supplements our internal targets to reduce energy usage and greenhouse gas emissions.

Program statistics to August, 2016

For ten years the program has enhanced our shared environment, allowed RB to offset its manufacturing carbon footprint and invest in British Columbia communities:

- RB currently owns 12,254 hectares in BC. We chose Canada because of the country's long history of sustainable forestry and a stable land ownership system. We chose BC because we believe the province offered the best combination of land availability and the support systems for this kind of project-including the reputation of its forestry industry.
- More than eight million trees have been planted: lodgepole pine, white spruce and Douglas fir trees from seedlings grown at BC nurseries using seed purchased from BC seed orchards.
- Trees for Change has supported approximately 30 BC businesses.
- Since June 2015 the program has been on hold while undergoing a full review.

How Trees for Change program works

Trees for Change was set up so that RB would plant enough trees to take in the same amount of carbon dioxide as our manufacturing operations would generate from 2006 to 2017, effectively making our manufacturing operations carbon neutral over this period.

Trees have been planted on land that has been used, or cleared for use, for cultivation. We have always aimed to include rough pasture, abandoned farms or properties that have been on the market for a significant period of time. Properties were on the market for an average of three years prior to purchase. RB manages the program internally and is committed to caring for the trees over their lifetime. Trees for Change is not part of any carbon credit system and RB does not buy, sell or trade carbon credits.

While RB owns the land where the trees are planted, the company does not have registered covenants, or any other land-use restrictions, on these properties nor does the company plan to do so in the future.

Trees for Change program review

Our intention is to be a good neighbour and an environmentally-responsible company. After 10 years, we felt it was the right time to review the program to ensure it continued to meet our objectives and fit with the community's expectations. On June 4, 2015, we began conducting an internal review of the program. Our intent was to review all aspects of the program including land buying criteria and solicit feedback from our neighbours.

During the review we engaged and listened to multiple local stakeholders including the Deputy Minister of Agriculture, the Agricultural Land Commission, Regional Districts, local MLAs, our neighbours and suppliers to understand their views on Trees for Change and its future potential.

Over

October 20, 2016

Outcomes and next steps

We want to ensure that our environmental initiatives continue to have a positive impact on the local communities and based on the feedback from the community, we have decided to limit the Trees for Change program to the trees and land already planted and not to purchase any additional land.

We will be communicating the conclusion of the review to all relevant stakeholders through a range of avenues including face to face meetings, telephone calls, emails, letters and updates on our website.

Our unplanted properties (9 properties, representing more than 3,000 hectares) will be placed on the market in the fall of 2016 at local real estate market rates. We will use independent realtors for the sale of the land and we will follow all legal requirements for the sale of each property. By placing the unplanted properties back on the market we feel it will enable the local community future flexibility to utilize the land in the most appropriate way.

RB will continue to be a responsible neighbour, caring for the trees already planted, maintaining the land it owns (14 properties totaling 9,062 hectares) and keeping the properties safe and secure, all using local suppliers. These properties do not have any registered covenants or any other land-use restrictions, nor do we plan to implement any such restrictions in the future.

About RB

RB* is the world's leading consumer health and hygiene company. The company has operations in over 60 countries, with headquarters in London, Dubai and Amsterdam, and sales in most countries across the globe. The company employs approximately c. 37,000 people worldwide

Its health, hygiene and home portfolio Durex, Lysol, MegaRed, Veet, Finish, Air Wick, French's, Strepsils and Calgon. RB's Canadian headquarters are in Mississauga, Ontario.

RB is redefining the world of consumer health and hygiene. Its people and unique culture are at the heart of its success. It has a drive for achievement and a passion to outperform wherever it focuses, including sustainability where it is targeting a 1/3 reduction in water impact, a 1/3 reduction in carbon and 1/3 of net revenue from more sustainable products. RB is proud to be Save the Children's largest global partner, with a new vision to radically reduce one the world's largest killer of under 5s, diarrhoea (for more information visit www.rb.com).

*RB is the trading name of Reckitt Benckiser group of companies

END

October 20, 2016

From: l_roodenburg@yahoo.ca [mailto:l_roodenburg@yahoo.ca]

Sent: October-11-16 11:51 AM

To: kgooding

Cc: Oliver Ray

Subject: Electoral area director meeting

Good morning

I hope you had a great thanksgiving weekend.

I wanted to ask you your opinion on what an electoral area director meeting might look like. At our last NCLGA board meeting while we were at UBCM, the board gave direction to Oliver to design a meeting that was somewhat similar to our successful mayors/chairs meeting held in September.

This is an opportunity for NCLGA to be on the leading edge of what communication and collaboration looks like with our membership.

I look forward to your suggestions. If you would like to call me to discuss this topic please feel free to do so.

Laurey-Anne Roodenburg
Councillor, City of Quesnel
President, North Central Local Government Association (NCLGA)

(e) lroodenburg@quesnel.ca

(h) 250.747.7406

(c) 250.255.5394

October 20, 2016



REPORT

To: Electoral Area Directors Committee

Date: October 13, 2016

From: Bruce Simard, General Manager of Development Services

Subject: Review of Standing Policy for Responding to Referrals for Oil & Gas Commission (OGC) Decisions for Non-farm Use in the ALR

RECOMMENDATION(S):

THAT EADC recommend that the Regional Board rescind Resolutions 07/03/09 & 10 (March 8, 2007) considering that the Board no longer receives ALR applications that are included in the ALC/OGC (June 2013) delegation agreement, AND;

THAT EADC recommend that the Regional Board authorize the affected electoral area director to respond through staff, with comments to the OGC regarding referrals for ALR non-farm use applications under the ALC/OGC (June 13, 2013) delegation agreement.

BACKGROUND/RATIONALE:

In 2007 prior to ALR applications for oil & gas activities being delegated to the OGC, the Board instituted the attached standing policy for the review of oil & gas ALR applications.

Since the new delegation agreement between the ALC and OGC (June 13, 2013), the PRRD no longer receives and decides on ALC non-farm use applications for oil & gas activities. Instead the PRRD receives a referral of the application that is being made to the OGC and provided 21 days to respond with comment. The referral comes from the applicant and responses are returned to the applicant and the OGC. The above standing policy has been adapted to better suit the current ALC/OGC process.

The following revised policy is recommended to replace Resolution 07/03/09 & 10 (March 8, 2007) and reflect actual practice resulting from the June 2013 ALC delegation agreement with the OGC.

THAT EADC recommend that the Regional Board rescind Resolutions 07/03/09 & 10 (March 8, 2007) considering that the Board no longer receives ALR applications that are included in the ALC/OGC (June 2013) delegation agreement, AND;

THAT EADC recommend that the Regional Board authorize the affected electoral area director to respond through staff, with comments to the OGC regarding referrals for ALR non-farm use applications under the ALC/OGC (June 13, 2013) delegation agreement.

OPTIONS:

STRATEGIC PLAN RELEVANCE:

FINANCIAL CONSIDERATION(S):

October 20, 2016

Staff Initials:

Dept. Head: *Bruce Simard*

CAO:

Ch. Birk

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COMMUNICATIONS CONSIDERATION(S):

OTHER CONSIDERATION(S):

Attachments:

Copy of previous referral form to electoral area directors.

October 20, 2016

**Peace River Regional District
Memorandum**

TO:
FROM:
DATE:
RE: ALR/OGC non-farm use application

At the Regional Board meeting of March 8, 2007, the Regional Board passed the following Resolution 07/03/09 & 10

THAT the Regional Board adopt a standing resolution to authorize all non-farm use applications for oil and gas activities to proceed to the Agricultural Land Commission and the Oil and Gas Commission, including a comment that non-farm use and alienation of agricultural land be kept to a minimum, except for applications that would require a zoning bylaw amendment.

AND

THAT prior to submission to the ALC and the OGC, that all non-farm use applications for oil and gas activities be reviewed pursuant to the following procedure:

1. Be immediately referred to the respective Electoral Area Director for comment to be returned within 14 days;
2. If there is no comment, then submit to the ALC and OGC pursuant to the standing resolution;
3. If there are comments, then a planning report including the Director's comments is to be prepared for review at the next available Electoral Area Directors Committee meeting;
4. The Electoral Area Directors Committee (EADC) shall make a recommendation to the Regional Board;
5. The Regional Board will then consider the application in conjunction with advice received from the EADC;
6. Disposition of the application will occur according to Board resolution.

Please find attached a copy of an ALR non-farm use application (**File No. XXX/2016**) Concerning:
Landowner:

COMMENTS

Response requested by DATE

☐ **No comment**

<p>_____</p> <p>Director</p>	<p>_____</p> <p>Date</p>
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Placed in Director's mailbox:

Date Received by PRRD Front Counter from Director:

October 20, 2016



REPORT

To: Electoral Area Directors Committee

Date: October 13, 2016

From: Bruce Simard, General Manager of Development Services

Subject: Review of PRRD Bylaw Enforcement Delegation Bylaw No. 1299, 2000

RECOMMENDATION(S):

THAT EADC recommend to the Regional Board that Peace River Regional District Bylaw Enforcement Delegation Bylaw No. 1299, 2000 be rescinded in consideration of the bylaw fine system established through Bylaw Notice Enforcement Bylaw No. 2042, 2012.

BACKGROUND/RATIONALE:

In June of 2000, in response to a number of Stop Work Notices issued at the time, the Board adopted Peace River Regional District Bylaw Enforcement Delegation Bylaw No. 1299, 2000. The reason for the bylaw was to facilitate quick delegated action by staff to enforce Stop Work Orders through the court system without first getting Board approval. This bylaw has become outdated with respect to a new building bylaw and is being brought to your attention to consider whether this delegated authority is still desired and if so, to update the bylaw.

The authority of this bylaw has never been invoked.

Since adoption of this bylaw in 2000, the Board has instituted a system of fines for bylaw infractions – "Bylaw Notice Enforcement Bylaw No. 2042, 2012". Using this fine based system has been working quite well, with only a few of the most obstinate contraventions needing Board approval to take court action.

Also, since the adoption of this delegation bylaw the building bylaw to which it applies has undergone a series of changes and is now "Building Bylaw No. 2131, 2014" rather than Building Bylaw No. 1189, 1999 as cited in the delegation bylaw.

Recent difficulties with a Stop Work Notice (now resolved) led to potential consideration of using this delegated authority. Firstly however, legal advice was obtained regarding its applicability to the newer building bylaw. Legal advice recommended that Peace River Regional District Bylaw Enforcement Delegation Bylaw No. 1299, 2000 should be updated to properly reflect the current building bylaw in order to properly enable the delegated authority.

From a staff perspective it is felt that the decision to go to court is very serious and best made by the Board, a process which also includes an opportunity for the defendant to be heard by the Board.

October 20, 2016

Staff Initials:

Dept. Head:

Bruce Simard

CAO:

Ch. Birk

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OPTIONS:

1. THAT EADC recommend to the Regional Board that Peace River Regional District Bylaw Enforcement Delegation Bylaw No. 1299, 2000 be rescinded in consideration of the bylaw fine system established through Bylaw Notice Enforcement Bylaw No. 2042, 2012.
2. THAT EADC recommend to the Regional Board that Peace River Regional District Bylaw Enforcement Delegation Bylaw No. 1299, 2000 be updated to reflect the current building bylaw.

STRATEGIC PLAN RELEVANCE:

FINANCIAL CONSIDERATION(S):

COMMUNICATIONS CONSIDERATION(S):

OTHER CONSIDERATION(S):

Attachments:

Peace River Regional District Bylaw Enforcement Delegation Bylaw No. 1299, 2000

PEACE RIVER REGIONAL DISTRICT
By-Law No. 1299, 2000

R-2

A by-law to delegate certain by-law
enforcement powers and functions.

WHEREAS, the Regional Board of the Peace River Regional District is empowered by Section 176 of the Municipal Act to delegate to its officers and employees certain powers, duties and functions;

AND WHEREAS the Board considers it convenient and desirable to increase the efficiency of certain by-law enforcement functions;


NOW THEREFORE the Regional Board of the Peace River Regional District, in open meeting assembled, enacts as follows:

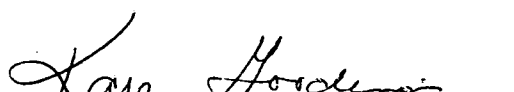
1. The Board hereby delegates to the Administrator the power and authority to instruct legal counsel to commence court proceedings to enforce breaches of Stop Work Notices issued pursuant to Sections 2.4, 2.5, 7.4, 10.1 and 10.2 of "Peace River Regional District Building By-law No. 1189, 1999".
2. The power herein delegated includes the discretion to choose between commencement of prosecution proceedings in the Provincial Court of British Columbia, and declaratory interlocutory, interim and permanent injunctive relief in the Supreme Court of British Columbia, and further includes the power to give any undertakings on behalf of the Board required by the Court.
3. For the purposes of this by-law, the Manager of Development Services may act for the Administrator in exercising the power delegated herein wherever the Administrator is absent or unable to act for any reason.
4. This by-law may be cited for all purposes as "Peace River Regional District By-law Enforcement Delegation By-law No. 1299, 2000".

READ A FIRST TIME this 22nd day of June, 2000.
READ A SECOND TIME this 22nd day of June, 2000.
READ A THIRD TIME this 22nd day of June, 2000.
ADOPTED this 22nd day of June, 2000.


CERTIFIED a true and correct copy of "Peace River Regional District By-law Enforcement Delegation By-Law No. 1299, 2000".

THE CORPORATE SEAL of the Peace River Regional District was hereto affixed in the presence of:


Moray Stewart, Administrator


Karen Goodings, Chair

October 20, 2016


Moray Stewart, Administrator



Peace River Regional District
Development Services
BYLAW ENFORCEMENT REPORT

To: Electoral Area Directors Committee
From: Erin Price, Bylaw Enforcement Officer
Subject: Enforcement File Quarterly Update

Date: September 30, 2016

INFORMATION

Attached is a table summarizing the enforcement files- current to September 30th, 2016.

To date, there are 40 Bylaw Enforcement Files in total (Active + Inactive).

Active Files- shaded blue:

There are 29 active enforcement files.

3 files are new since the last report.

1 is a file that the EADC asked the RB to write to ALC-

1 from 2009 should be able to be closed next quarter

3 are files that will have reports going the Regional Board in the near future

1 property owner has been served with a petition and affidavit and has until Oct. 3, 2016 to respond

Inactive or On Hold Files- shaded green:

There are 11 inactive or "on hold" files.

1 has had an extension revision from the ALC until July 23, 2018.

1 involves too many homes for the zone, 2 of the residents are trying to relocate.

- The complainant and the other neighbors do not want them evicted and are happy with the current state of the file.

1 has been put on hold pending a new campground regulation bylaw.

2 have been deferred by the RB pending the NPFA OCP revision

1 is applying for a BP, once structure is complete sheds in setback will be removed.

3 have made progress with getting a BP and are waiting for the DVP process.

1 has applied for OCP/Zoning amendment

1 is waiting for a subdivision response from MOTI

1 was closed.

Staff Initials: *EXP*

Dept. Head: *Bruce Simard*

CAO: *Chibrik*

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October 20, 2016

Closed Files- shaded orange:

There have been 12 files closed since the last report

10 of these have been opened and closed since the last report.

1 was an old file that had a SWN.

- The house burned down eliminating the contravention

1 had been on the In-Active list but moved the business by the agreed upon deadline

Other

I had an opportunity to meet with 2 of the ALC Compliance and Enforcement Officers in the PRRD Office. They were in the North area looking at files and we had some overlap in our files. I am hoping for an update on actions they may have taken while here.

October 20, 2016

ACTIVE FILES

Bylaw Enforcement File Summary September 30, 2016

R-3

	YEAR	FILE NO.	LAND OWNER	DATE OPEN	COMPLAINT DESCRIPTION	STATUS	CIVIC ADDRESS LEGAL DESCRIPTION	ELECTORAL AREA
1	2007	91	WHITFORD, Jerry	27-Apr-07	Junkyard in residential zone	Met Mr. Whitford at property on Feb. 22, 2016. Will contact him with more information.	12498 256 RD Lot 1 & 2, Plan 27341, Part SW-15-86-19	B
2	2007	132	LUNDQUIST, Lanny	27-Jun-07	Junk yard in C-2 zone	Need to update Board after the expiry of the Bylaw Notice Ticket- on Oct. 5/15. Disputed ticket- working on a Compliance Agreement	7087 255 RD L 1 24-83-18 Pl 9697	C
3	2007	203	CLAY, Martin & Wendy	17-Apr-07	Concern regarding a recycling and salvage yard operating in Rolla not in compliance with zoning	3 of the Crown lots are completely clear of all scrap metals and vehicles. Met with Lonnie's son at property. Discussed cleanup needs. Will monitor over the summer and check back by September 2016	5209 Rolla RD Parcel A (S22581), Blk 1, Plan 10648, 32-79-14; and Parcel B (T18682), Blk 1, Plan 10648, 32-79-14; and Lots 5,6, 7 & 10, Bk1, Pl 10648, 32-79-14	D
4	2009	96	MEEK, Faye & BEEBE, Brandy	10-Jul-09	Non-farm use in ALR & commercial use in A-2 zone	PRRD, MOTI, AGENT met to discuss solution. MOTI has indicated they will sign off with an approved covenant- the Agent is drafting one that the owners and MOTI can sign off on then PRRD can adopt (has 3rd reading).	Just off Hwy 97N in FSJ Pt NE 1/4 3-84-19	C
5	2010	64	LEFFERSON, Allan	12-Apr-10	Salvage yard in A-2	March13,2015- I spoke to Tammy from Richmond Steel. They are planning to go when it dries up- March 2016 activity on property however not likely to be completely cleaned or remain cleaned up	13492 & 13522 Old Edmonton Hwy Lot 1, PL 28960, 21-77-14	D
6	2010	107	SAMUEL RANCH LTD	19-Jul-10	3 homes	ALC has requested consolodation of a full section with a half section. Property owners are requesting an alternative. See response from ALC	13805 Rose Prarie RD Lot 16,Plan 3986	B
7	2011	207	LUNDQUIST, Lanny	15-Nov-11	Unsightly Premises, 20-30 vehicles and junk yard	There has been some improvement, Mr. Lundquist has sold the tractor that was outside the fence.	9336 Willow RD Lot 2 & 3, Blk 4, 35-83-19 Plan 14402	C

October 20, 2016

ACTIVE FILES

	YEAR	FILE NO.	LAND OWNER	DATE OPEN	COMPLAINT DESCRIPTION	STATUS	CIVIC ADDRESS LEGAL DESCRIPTION	R-3 ELECTORAL AREA
8	2012	210	DONALDSON, Hilding	12-Oct-12	Salvage yard in A-2	Spoke to new owner on Feb. 24 and took pictures on site Feb. 25, 2016. Property is noticeably improved and Mr. Donaldson is no longer involved. Will continue to work with new owner	15927 Prespatou RD NE 30-86-19	B
9	2013	91	SHEARS, John	23-May-13	unsightly premises	noticeable improvement, lots 7 & 8 are clean, lot 6 has a renter and is a work in progress	7617 269 RD Lot 6, 7 & 8 PL 13235, 26-83-19	C
10	2013	102	NORNBERG, Neil	3-Jun-13	Salvage yard in R-4 Zone	March13,2015- I spoke to Tammy from Richmond Steel. They are planning to go when it dries up	1728 210 RD Lot 2, Plan BCP30608 28-78-15	D
11	2013	164	ZIRA PROPERTIES	03-Sep-13	Property set up as a trucking company	trucks, trailers, several Atco type trailers on skids, and heavy equipment now on property	10782 East Bypass RD Lot 8, 5-84-18 Plan 38300	C
12	2013	206	MAXWELL, Joe	4-Nov-13	Storage of many old vehicles	RCMP reported a person, impersonating a PRRD Bylaw Officer, went to Mr. Maxwells place of employment and complained to his supervisor that buses could not turn around on Fell Rd. I reported that it was not a PRRD employee.	13305 Fell RD Lot 2, Plan BCP38667 19-84-19	C
13	2013	207	WESTERGAARD, William	4-Nov-14	Storage of many old vehicles	have not looked at file yet	12937 Cherry RD Lot 1, Plan BCP 38667 19-84-19	C
14	2014	116	OSTERLUND/ GILLET/UNRUH	23-May-14	Railway repair business	sent Bylaw Notice Ticket No. PRRD 00129- unnecessary delays	Between 6352 & 6342 Daisy Ave Lot 3, Block 2, 34-83-18 Plan 16203	C
15	2014	219	BLAIR, Roxann	17-Sep-14	Junk yard in R-4 zone	Ms BLAIR has been served with the petition and affidavit. She has until Oct. 3, 2016 to respond to the courts.	3992 Blair RD DL 2083	E

October 20, 2016

ACTIVE FILES

	YEAR	FILE NO.	LAND OWNER	DATE OPEN	COMPLAINT DESCRIPTION	STATUS	CIVIC ADDRESS LEGAL DESCRIPTION	R-3 ELECTORAL AREA
16	2014	245	EVENSON, David	20-Oct-14	Junk yard in R-4 zone	ABC Recycling left a "metal only" container which Mr. Evenson filled. Mr. Evenson told ABC not to bring another bin for the garbage.- Sept.29/15 sent warning ticket and letter	1372 210 RD Lot 5, 27-78-15 Plan 11473	D
17	2015	96	STEWART, Andrea	5-May-15	Complaint was of unsightly property but no Unsightly Bylaw in area. Storage of scrap vehicles, scrap metal and ruined travel trailers	Spoke to renters on Jan. 18/16. Vehicles and travel trailers have been removed. Asked for some more vehicles and vehicle parts and scrap metal to be removed. Will follow up in March or April 2016.	6702 Dokkie Access RD Lot A, DL 2980, PR, PL34149	E
18	2015	97	WIDDICOMBE, John & PHILLIPS, Randy	5-May-15	Complaint was of unsightly property but no unsightly bylaw in area. Storage of many old vehicles	John called me and I asked for a written plan for compliance but did not receive one. Will send a letter to all property owners (there are 5 listed)	5907 Hillview Access RD Lot 3, DL 1909, PR, PL 26267	E
19	2015	250	SMITH, Frank & John (both deceased)	6-Nov-15	Dangerous buildings & contents. Vacant land & buildings for years-owners both deceased. Strangers come to dump garbage and vandalize	Opened file, sent initial letter. Contacted Les Dellow(lawyer representing family)?? Asked for his assistance in contacting executor.	7114 Jorgensen Sub Lots 20-23, S31, T78, R15, W6M, PR, PL 13534	D
20	2015	268	PRRD- Montney Centennial Park	25-Nov-15	2 abandoned campers in park	units have been towed. Posted letter at site and sent letter to registered owner. Ads in newspapers	14460 279 RD PT SE1/4, S23, T85, R20 W6M Lying S of Bk F	B
21	2016	5	STEWART, Bernie	8-Jan-16	Dumping and burning construction waste on A-2 Land	With Bernie's permission I went to property and took pics. Metal left- hot water tanks, light fixtures. He understands he is not allowed to do this and said no more will come onto property. More clean up is needed.	13705 211 RD NE 1/4, S18, TP77, R14, W6M PR	D
22	2016	80	WALTER, Peter & Agnes	6-Apr-16	industrial use in A-2 Zone- Commercial trucks, oil tanks, industrial washing	Mr. Walter reported he is working on a deal to purchase industrial land but the owner is in the USA and he asked for time to work on the deal. I said I'd contact him at the end of Sept. 2016	11040 271 RD NE 1/4, S4, TP84, R19, W6M, Peace River	C

October 20, 2016

ACTIVE FILES

	YEAR	FILE NO.	LAND OWNER	DATE OPEN	COMPLAINT DESCRIPTION	STATUS	CIVIC ADDRESS LEGAL DESCRIPTION	R-3 ELECTORAL AREA
23	2016	97	HANEY, Darryl	9-May-16	HBB, BP, and Zoning contraventions on 3 parcels	Sent follow up letter and a warning ticket, owner is still not cooperating. Gave him time to speak to a lawyer - no response	8340, 8306 Micro Sub & 1080 210 RD Lots 1&2, S26, TP 78, R15, PL PGP46412 & PCL A (BNG a Consolodation of Lots 3&4 See BB1974913) S 26, TP 78, R15, PL 12184	D
24	2016	99	BASTION HOLDINGS LTD	12-May-16	3 dwellings in R-4 zone	received response from land owner. I did a site inspection and took photos. Will follow up	5979 Hillview Sub. PCL B, DL 1910, PL PGP35656	E
25	2016	112	Ultra Oilfield (NALCO)	31-May-16	TUP refused- tank farm in I-1	spoke to Operations Manager, they are working with Planning to reach a solution	11111 & 11149 Enterprise Way Lot 12, S25, TP83, R19, W6M, PRD, PL EPP24591	C
26	2016	113	GSD HOLDCO Ltd.	31-May-16	Unsightly	garbage removed, RV relocated, lumber stacked and covered with tarps- property is under a building permit so some construction material is allowed as it relates to the construction	10050 257 RD Lot 1, S3, TP84, R18, W6M, PRD, PL 6885	C
27	2016	149	HENRY, Aaron	6-Jul-16	Construction w/o BP	BNT # PRRD 00132 issued - construction w/o permit and disobey SWN	13263 Old Hope RD Lot 1, S11, TP84, R20, W6M, PR, PL EPP45749	C
28	2016	155	SURERUS, Sharon	8-Jul-16	Campground in R-3 Zone	some campers removed. Will do site inspection to confirm that the rest have moved. Owners have indicated wanting to apply for a TUP for future years	2071 Caroline St. Lot 1, DL 1449, PR, PL 8412	E
29	2016	213	WILLIAMS, Darrell	9-Sep-16	Disobey SWN, Restrictive Covenant and Consent Order	preparing report to RB	9813 River Drive Lot 1, BK 2, S18, TP83, R18, W6M, PR, PL 14194	C

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INACTIVE FILES

R-3

Bylaw Enforcement File Summary September 30, 2016

	YEAR	FILE NO.	LAND OWNER	DATE OPEN	COMPLAINT DESCRIPTION	STATUS	LEGAL DESCRIPTION	ELECTORAL AREA	DATE PLACED ON INACTIVE LIST
1	2011	194	GOERTZ, Howard-sold to WARD	7-Dec-11	Worker Camp	ALC gave new owner WARD extension until July 23/18. Our TUP is on hold until then	Block A, District Lot 1307	B	11-Mar-15
2	2012	109	AKULENKO, Andreas & Olga	28-May-12	four homes on A-2 Zone	Property owner knows no more homes can be placed, 2 of the families are looking for alternate place to live. Neighbours do not want them evicted and are satisfied with current state of file	12728 260 RD SE 1/4, 4-87-19 W6M	B	1-Apr-15
3	2014	104	SILVER SPIRITS INVESTMENTS	20-May-14	Campsite operating long term contrary to C-2 Zone	Text Amendment Application-received Tabled by The Board pending a new Campground Regulation Bylaw that Kole is working on	10688 Alder RD Lot 8, Plan 9723, 2-84-19	B	15-May-15
4	2015	103	GARDNER, Robert	6-May-15	Oilfield equipment storage on A2 land	deferred at Jan. 14/16 meeting pending NPFA OCP revision	9819 240 RD PCL A (46726M), 19-83-18, W6M PR, EXC PL 20464	C	27-May-15
5	2015	251	KILFOYLE, Robert	6-Nov-15	3 Sheds located within Interior Side Parcel Setbacks	has a BP to add onto his home, then will remove the sheds from the setback. One shed has been moved. Has also applied for a DVP- he has a BP approved for a 5 foot setback but may be approx 3' from line	12278 Oak Ave. Lot 7, Block 5, S2, T84, R19, W6M, PRD, PL 15012	C	14-Dec-15
6	2015	263	DUSTY ROSE ENT	20-Nov-15	tank farm in I-1 Zone	deferred by RB pending NPFA OCP Revision	9808 240 RD Lot 10, S30, T83, R18, W6M, PR, PL 24226	C	18-Dec-15

October 20, 2016

INACTIVE FILES

R-3

	YEAR	FILE NO.	LAND OWNER	DATE OPEN	COMPLAINT DESCRIPTION	STATUS	LEGAL DESCRIPTION	ELECTORAL AREA	DATE PLACED ON INACTIVE LIST
7	2015	265	Dr. BADENHORST	24-Nov-15	3 dwellings on .63 acres, no BP's, ALR Land	Issued a SWN and warning ticket. smallest building has been moved, DP has been issued and DVP and BP applications received- waiting for HPO and outcome of DVP	8931 Old Fort Loop Lot 7, Bk 2, DL 418, Cariboo Situated in the PRD, PL 18222	C	26-Jan-16
8	2015	288	GOLDEN SUNRISE LAND DEV	14-Dec-15	Industrial Use in C-2 zone, yard lights shine in homes	Landowner has applied for an OCP/Zoning Amendment	13076 Firehall RD Lot 1, S17, T84, R19, W6M PL 4750, EXC portions of PL PGP47983 & BCP 5647	C	7-Jul-16
9	2016	153	MACDONALD, Darryl	7-Jul-16	Construction w/o BP	DVP and BP application received	12881 Palm Ave. Lot 1, S17, TP84, R19, W6M, PR, PL BCP3749	C	11-Jul-16
10	2016	111	Kevin AITCHISON	31-May-16	building with no BP, in setback and possibly over accessory buiding size	DVP application received	8931 River Dr Lot 8, Bk 4, S18, TP83, R18, W6M, PRD, PL14194	C	13-Jul-16
11	2015	254	SUNDMAN, Glenn	13-Nov-15	Holiday trailer being used as a residence, too many residences	Opened file, sent initial letter to complainant, did a property visit. Has a subdivision application with MOTI.	5266 West Arras RD E1/2, S8, TP 78, R17, W6M PR EXC PCL A(A1051), PCL B(PL 17268) & PL H311	D	18-Aug-16

October 20, 2016

CLOSED FILES

R-3

Bylaw Enforcement File Summary September 30, 2016

	YEAR	FILE NO.	LAND OWNER	DATE OPEN	COMPLAINT DESCRIPTION	STATUS	LEGAL DESCRIPTION	ELECTORAL AREA	DATED CLOSED
1	2016	154	GIESBRECHT, Jamie & Tyler	8-Jul-16	Dumpster located on road allowance at end of driveway is an eyesore	dumpster lids were closed and locked- no garbage spilling out or littered on ground- did not contact owner	13040 Lucas Sub. Lot 1, S14, TP84, R19, W6M, PR, PL BCP33190	C	8-Jul-16
2	2016	190	CJ's FOOD & GAS LTD.	8-Aug-16	Contaminated fill on land, no drainage plan, zoning infraction, using land as landfill, private and/or public nuisance	No contravention	No Civic Address Assigned Strata Lot 2, S 29, TP 78, R 15, W6M, PRD, Strata Plan EPS 196	D	10-Aug-16
3	2016	189	MOTI	8-Aug-16	garbage overflowing from dumpster, picnic tables in dis-repair	no contravention; no authority	No Civic Address Assigned, No Legal Land Description- MOTI ROW	E	10-Aug-16
4	2016	192	MOTI	11-Aug-16	shed located on boulevard	no contravention; no authority	No Civic Address Assigned, No Legal Land Description- MOTI ROW near 81st St and 101st Ave.	C	11-Aug-16
5	2016	193	WILLIAMS, Darrell	11-Au-16	dirt blocking Peace River	no contravention; no authority	9813 River Drive Lot 1, BK 2, S18, TP83, R18, W6M, PL 14194	C	11-Aug-16
6	2016	18	RAZOR VAC TRUCKING LTD	27-Jan-16	Cleaning oilfield equipment in I-1 Zone	Site inspection August 16/16. Tank cleaning has been moved to a properly zoned location	13450 Julia Frt. RD Lot 1, S25, TP 84, R20, W6M, Peace River, PGP47158	C	16-Aug-16
7	2016	200	NORTHERN VAC SERVICES LTD	17-Aug-16	dirt stockpiled on land	No contravention- refered complainant to ALC	12993 Mark Ave. NE1/4, S18, TP84, R19, W6M, PR, EXC PLS A938, 18362 & PT Lying to the NE of the NELY BDY of PL A938	C	17-Aug-16
8	2016	201	NORTHERN VAC SERVICES LTD	19-Aug-16	raw sewage being dumped into a pit on land, foul smell and road damage from trucks	No contravention- refered complainant to ALC, NH and MOTI	12993 Mark Ave. NE1/4, S18, TP84, R19, W6M, PR, EXC PLS A938, 18362 & PT Lying to the NE of the NELY BDY of PL A938	C	19-Aug-16
9	2016	191	LOEWEN, Benjamin	11-Aug-16	Abandoned truck on Crown land that PRRD has a License to Occupy	truck has been moved	Store Ave. 094A.095	B	26-Aug-16
10	2016	159	BARTSCH, Gordon	11-Jul-16	Unightly	vehicles have been relocated	9924 Maple St. Lots E & F, Bk 1, S 35, TP 83, R19, W6M, PR, PL 11028	C	30-Aug-16

October 20, 2016

CLOSED FILES

11	2016	196	SIERRA NORTH ENT. (NOR VAC)	12-Aug-16	Discharging sewer from a commercial hauling company into a residential connection to the Charlie Lake Sewer System	The landowner asked Nor Vac to move off the property. A site inspection revealed that the activity has stopped.	12687 Charlie Lake Frtg. RD Lot A, S8, TP 84, R19, W6M, PR PL 18012	C	R-3 19-Sep-16
12	2016	220	Lila LOGAN	30-Apr-15	SWN	structure burned down	6020 E Centennial RD Lot A, DL 486, PL 12769	E	26-Sep-16

October 20, 2016



R-4

Peace River Regional District REPORT

To: Chair and Directors

Date: October 14, 2016

From: Chris Cvik, Chief Administrative Officer

Subject: Notice of Closed Session – October 20, 2016 Electoral Area Directors' Committee Meeting

RECOMMENDATION:

That permission be granted to resolve to a closed meeting, pursuant to Section 90(1) 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:

- "(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose"

October 20, 2016

Staff Initials:

Dept. Head:

CAO:

A handwritten signature in black ink, appearing to read "Chris Cvik", written over the CAO label.

Page 1 of 1

Arras Community Meeting on Building Inspection

September 21, 2016 Deveraux School

- Meeting started at 7:00 pm
- Director Hiebert, Chris Cvik and Trish Morgan in attendance
- Seven residents attended: 6 from the West Peace and one from Area D (outside of Arras). No Arras residents attended
- Dir. Hiebert explained that he was looking to hear from people in the Arras Fire Protection Area on whether they would like to have voluntary, mandatory or no building inspection at all.
- Dir. Hiebert noted that the individuals he spoke with from the area (not at the meeting) regarding these options indicated that they are in favor of voluntary
- Residents in attendance voiced concerns around the process, legality of building inspection and administrative support
- Meeting adjourned at approximately 9:00 pm

October 20, 2016

Updated: May 22, 2015

ELECTORAL AREA DIRECTORS' COMMITTEE

DIARY ITEMS

<u>Item</u>	<u>Status</u>	<u>Notes</u>	<u>Diarized</u>
1. Farmer's Advocacy Office	on-going	provide the agenda and meeting notes of the Farmer's Advocacy meetings on a quarterly basis	May 21, 2015