



A G E N D A

Thursday, November 16, 2017

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

Commencing at 10:30 a.m.

1. CALL TO ORDER: Director Goodings to Chair meeting
2. DIRECTOR'S NOTICE OF NEW BUSINESS:
3. ADOPTION OF AGENDA:
4. ADOPTION OF MINUTES:
M-1 Electoral Area Directors' Committee Minutes of October 19, 2017
5. BUSINESS ARISING FROM THE MINUTES:
BA-1 Northeast BC Resource Municipalities Coalition
6. DELEGATIONS
7. CORRESPONDENCE:
C-1 October 26, 2107 email - Roy and Elaine Hein - Farm Status
C-2 November 7, 2017 - Judy Madden - South Peace Stockmen's Association Invitation
C-3 November 10, 2017 - Mark Rollefson, Account Executive, Northwestel Inc. - Internet Service to Shepard's Inn
C-4 November 1, 2017 - FCM -2018 Annual conference and Trade Show
8. REPORTS:
R-1 October 22, 2017 - Trish Morgan, General Manager of Community Services - North Peace Fall Fair Agreement Updates
R-2 November 8, 2017 - Trish Morgan, General Manager of Community Services - Clearview Arena Assessment
R-3 November 6, 2017 - Erin Price, Bylaw Enforcement Officer - Bylaw Enforcement Quarterly Update
R-4 Crystal Brown, Electoral Area Manager - Outstanding Items (to be handed out)
9. DISCUSSION ITEMS:
DI-1 Outlook Calendar Instructions (to be handed out at the meeting)
DI-2 Meeting with School District No. 60
DI-3 Role of the Electoral Area Manager
DI-4 Community Roundtable Meetings - Updates and Expectations of Staff
DI-5 UBCM Ministry Meetings Follow-up
DI-6 NCLGA - Memberships, Meetings, etc.
DI-7 Rural Roads Taskforce
10. NEW BUSINESS:
NB-1 Rural Dividend Program - Fourth Intake
NB-2 Recycle Bins in Pouce Coupe
11. COMMUNICATIONS:
12. DIARY:
13. ADJOURNMENT:



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

M-1

DATE: October 19, 2017
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'

DELEGATION: Don McPherson, Mayor of Tumbler Ridge
Jordon Wall, Chief Administrative Officer, district of Tumbler Ridge

STAFF: Chris Cvik, Chief Administrative Officer
Trish Morgan, General Manager of Community Services
Crystal Brown, Electoral Area Manager
Bruce Simard, General Manager of Development Services
Fran Haughian, Communications Manager/Commission Liaison
Barb Coburn, Recording Secretary

CALL TO ORDER Chair Goodings called the meeting to order at 1:50 p.m.

ADOPTION OF AGENDA:

October 19, 2017 Agenda

MOVED by Director Hiebert, SECONDED by Director Rose,
That the Electoral Area Directors' Committee agenda for the October 19, 2017 meeting be
adopted, including items of new business:
CALL TO ORDER: Director Goodings to Chair meeting
DIRECTOR'S NOTICE OF NEW BUSINESS:
ADOPTION OF AGENDA:
ADOPTION OF MINUTES:
M-1 Electoral Area Directors' Committee Minutes of September 14, 2017
BUSINESS ARISING FROM THE MINUTES:
DELEGATIONS
D-1 Don McPherson, Mayor, District of Tumbler Ridge - NEBC Resource Municipalities Coalition
(1:30 p.m.)
CORRESPONDENCE:
C-1 September 21, 2017 - Mary Galus - Target Shooting
C-2 October 7, 2107 - Bud Powell, Chair Alaska Highway Community Society - Rural Director
Representatives
C-3 September 25, 2107 - Trish Morgan, General Manager of Community Services - Pouce Coupe and
Medical First Responder
REPORTS:
R-1 March 2, 2017 - Bruce Simard, General Manager of Development Services - Planning Function
Meetings with Municipalities
R-2 October 10, 2017 - North Peace Fall Fair - Facility Use Agreement
DISCUSSION ITEMS:
DI-1 Tate Creek Referendum Update
DI-2 Official Community Plan - Next Steps and Involvement
NEW BUSINESS:
NB-1 Kelly Lake Community Hall
NB-2 NCLGA

November 16, 2017

ADOPTION OF AGENDA (CONTINUED):

COMMUNICATIONS:
CO-1 Community Meetings
DIARY:
ADJOURNMENT:

CARRIED.

ADOPTION OF MINUTES:

M-1
EADC meeting minutes of
September 14, 2017

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Electoral Area Directors' Committee Meeting minutes of September 14, 2017 be
adopted.

CARRIED.

VARY THE AGENDA:

MOVED by Director Hiebert, SECONDED by Director Sperling,
That the agenda be varied to hear from the Delegation at this time.

CARRIED.

DELEGATION:

D-1
NEBC Resource
Municipalities Coalition

The Directors thanked Mayor Don McPherson and Jordan Wall, Chief Administrative Officer, from
the District of Tumbler Ridge, for the informative presentation and advised that they will discuss
the proposal and advise the delegates of a decision at a later date.

Recess

The meeting recessed at 2:37 p.m.

Reconvene

The meeting reconvened at 2:47 p.m.

BUSINESS ARISING:

BA-1
Grant Writer

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Electoral Area Directors' Committee recommends to the Regional Board that a Request
for Proposal for a grant writer be advertised, funded through the Electoral Area Function.

CARRIED.

MOVED by Director Sperling, SECONDED by Director Rose,
That the Electoral Area Directors' Committee recommends to the Regional Board that the funding
for a grant writer be included in the 2018 Budget under Community Economic Development.

CARRIED.

CORRESPONDENCE:

C-1
Target Shooting

MOVED by Director Hiebert, SECONDED by Director Rose,
That the Electoral Area Directors' Committee recommends to the Regional Board that the
Electoral Area Manager prepare a letter to Ms. Mary Galus acknowledging her concerns with
people target practicing with guns on neighbouring properties, under the signatures of the four
electoral area directors.

CARRIED.

CORRESPONDENCE (CONTINUED):

C-2
Alaska Highway Community Society Representatives. MOVED by Director Rose, SECONDED by Director Sperling,
That the Electoral Area Directors' Committee recommends to the Regional Board that Director Goodings and Director Hiebert be nominated as the Peace River Regional District representatives to the Alaska Highway Community Society.

CARRIED.

REPORTS:

R-2
North Peace Fall Fair Facility Use Agreement MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Electoral Area Directors' Committee recommends to the Regional Board that staff be directed to work with the North Peace Fall Fair Society and Director Goodings to update their agreement to include a designated camping area and add additional clauses to the rental agreement that they utilize to rent the facility to support their operational requirements.

CARRIED.

Adjournment: The Chair adjourned the meeting at 4:25 p.m.

Karen Goodings, Chair

Barb Coburn, Recording Secretary

November 16, 2017

From: Roy & Elaine Hein [<mailto:erhein@pris.ca>]

Sent: October-26-17 6:51 AM

To: karen.goodings@prrd.bc.ca

Subject: Hello

Karen

You and I spoke once about the revenue from the lease being able to be included in the farm revenue to continue to hold our farm status with the BC government.

Can you please direct me to the correct information so that I can supply this information to them. We have enough this year but the potatoes have not been selling like we hoped so I want to ensure there is enough to keep the status until it gets going more smoothly.

Kim is back home with our grandchildren and we have built her a house and they are raising pigs, goats, and chickens, but this will take a couple of years to get off the ground. Her first sow farrowed two days ago.

If you know anyone who would need potatoes please have them call us.

Thanking you once again for your help and direction.

Elaine Hein.

November 16, 2017

From: Judith Madden [<mailto:doublem@pris.ca>]

Sent: Tuesday, November 07, 2017 13:56

To: Director Leonard Hiebert; Director Dan Rose; Dale Bumstead

Subject: South Peace Stockmens' Assn AGM

Hi all

The Annual General Meeting of the BC South Peace River Stockmens' Assn will be held at the FIXX Urban Grill in Dawson Creek, Monday, November 27-2017.

The directors wish to invite you to the Social (5:30 start) and Dinner (6:00 pm); and if you wish, stay for the Meeting (beginning at 7:00pm) to hear the president of the BC Cattlemens' Assn. report on 2017 activities.

Please let me know if you are able to attend by Nov 20-2017 for catering purposes.

Judy Madden, secretary
BC South Peace River Stockmen's Assn
Dawson Creek, BC

November 16, 2017

From: Mark Rollefson [<mailto:mrollefson@nwtel.ca>]

Sent: Friday, November 10, 2017 10:21 AM

To: Karen Goodings <Kgooding@pris.bc.ca>

Cc: Crystal Brown <Crystal.Brown@prrd.bc.ca>

Subject: Internet service to Shepard's Inn and associated houses on the same land

Hello Karen,

It has been a long time since we last talked!

I have been asked to work on this request and I just want to make sure all goes well.

As the Shepard's Inn is within the Telus service area, have you tried to work with Telus and had no positive result – please confirm

Who would be my main contact at the Shepard's Inn to discuss Internet services?

I understand that there is something like 20 houses that would also like Internet service on the same property as the Shepard's Inn?

How about a quick phone call to discuss further so we can gather enough information to come up with a solution?

Hope to hear from you soon.

Best regards,

Mark Rollefson
Account Executive
Northwestel Inc.
Phone: 778-352-4500
Mobile: 250-794-8225

November 16, 2017

Sent: November-01-17 12:39 PM

To: prrd dc <prrd.dc@prrd.bc.ca>

Subject: Hotel accommodations launch date for FCM's 2018 Annual Conference and Trade Show

November 1, 2017



Hotel accommodations launch date for FCM's 2018 Annual Conference and Trade Show

[FCM's 2018 Annual Conference and Trade Show](#) is taking place from May 31 to June 3, 2018 in Halifax, NS.

The list of FCM conference hotels for the 2018 conference is scheduled to be published on Tuesday, November 7 at 1 p.m. Eastern Time. We will issue a notification when the information is available to start reserving rooms. Hotels will not be accepting reservations until then.

Program details and registration will be launched in January.

We look forward to welcoming you to Halifax!

Find us:    



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November 16, 2017



REPORT

R-2

To: Electoral Area Directors Committee

Date: November 8, 2017

From: Trish Morgan, General Manager of Community Services

Subject: Clearview Arena Assessment

FOR DIRECTORS' INFORMATION:

The Clearview Arena, constructed over 40 years ago, is owned by School District No. 60, operated by the Clearview Arena Society and supported financially and operationally by the Peace River Regional District. A tri-party agreement is in place which outlines the roles and responsibilities of each party to the agreement, however there are grey areas from time to time.

Following the meeting in February of this year with School District No. 60, Director Goodings made a request to have a follow-up meeting to discuss the Clearview Arena Tri-Party Agreement which outlines the roles and responsibilities of each party to the agreement.

The Arena Society would like to add a \$1.7 million dressing room addition to the building and Director Goodings would like to extend three phase power to the building. In order to ensure that the building is capable of such upgrades and given its current age, staff recommended that a facility assessment be conducted. Earlier this year funds were committed from Area B Peace River Agreement Funds to conduct a facility assessment. At the request of the area director, the assessment was limited to a non-invasive review of the structure and building envelope. Force Engineering was selected to conduct the assessment and has provided a report back (see attached).

A meeting with School District No. 60, the Clearview Arena Society, Force Engineering and the Regional District will take place on November 22 at 7:00 pm at Clearview Arena and will include the following topics (an agenda will be sent out 1 week prior):

1. Facility Assessment – Force Engineering to present report
2. MIABC Assessment
3. Tri-Party Agreement
 - a. Yard maintenance
 - b. Waterline from the school
 - c. Security on the arena doors when the arena is not operating
 - d. Sewer line cleanout – allocation of costs.
 - e. Use of the arena during the four months when the arena is not operating. Concern about security, garbage etc.
 - f. Discussion on the split of utility expense

OPTIONS:

- 1) That staff be provided direction on how to proceed.

Staff Initials:

Dept. Head:

T. Morgan
November 16, 2017

CAO:

Page 1 of 2

STRATEGIC PLAN RELEVANCE:

- ☐ Ensure that the Solid Waste Management Plan is operating on a fiscally defensible basis.
- ☐ Ensure effective execution of Public Safety and Emergency Services initiatives.
- ☒ Foster Collaboration on services with municipalities and electoral areas.
- ☐ Establish a strategy for coordinated advocacy on identified issues.
- ☐ Manage parks and trails in the region.
- ☐ Support the agricultural industry within the regional district.
- ☐ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

\$50,000 was committed to the assessment. Currently the cost of the project is at approximately \$6,500. Force Engineering is recommending further assessment be conducted (see page 29) for \$15,000 to \$20,000.

COMMUNICATIONS CONSIDERATION(S): none**OTHER CONSIDERATION(S):** none

Attachments:

- Force Engineering Report



Clearview Arena

Structural Walk-Through



Force Engineering Group Inc.
Project 21043
November 2017

November 16, 2017

EXECUTIVE SUMMARY

1.1 SCOPE OF STUDY

Force Engineering Group Inc. (Force) was engaged by the Peace River Regional District in September 2017 for the purposes of conducting a visual review of the current conditions of structure known as the Clearview Arena. The intent of this review is to guide the Regional District in its future decisions regarding the viability of the structure. This review is based solely on the sight-exposed condition of structural elements only. The testing, calculation, and measurement of the building have been excluded from the scope of works. This is a “walk-through” only.

A document review of the known conditions was conducted on the structure through the months of September and October, 2017, and a site visit by Force Engineering Group Inc. representative was conducted on September 28th, 2017.

1.2 CONDITION ASSESSMENT OVERVIEW

This reports follows, in general terms the protocols, techniques, and methodology of the IRC/CIRC publication “Protocols for Building Condition Assessment”. Terms used in this report comply with the definitions listed in industry publications with the following description of system performance added:

Satisfactory – The component of system is performing its intended function, no major discernable defect noted. It is expected the component will last for the normal service period.

Serviceable - The system or component is performing its intended function but has some visible defects or noted aging. It will require minor to moderate repairs but may also require replacement. Costs associated with serviceable items are listed under “Medium Term” and generally have a 4-7 year service life

Fair - Barely performing its intended function. Has easily distinguished defects and advanced signs of age. Will require moderate to major repairs in the short

term. Items so described have a 1-3 year likelihood of continued performance

Poor - Not properly performing its intended function. At or beyond its expected service life, or a building / occupant safety risk that must be corrected. The component or system requires major repair or replacement. Costs associated with a poor rating should be completed within the next calendar year as there is imminent danger to life and / or potential for further damage.

After completing our field review, and after detailed study of the documents we were privy to, we have found that each of the aspects of this study may be generally described as follows:

- Structurally, the building as a whole has been found to be in Serviceable Condition.
- The roof structure of the arena is in Serviceable Condition, with the exception Dressing room denoted on plans as Room 107, which is in Fair Condition
- The original pre-engineered building frame steel is in Serviceable state
- The 1989 addition (Grids 11 through 12 on Plan) is in a Serviceable state
- The connection and lateral force resolution between original building and the 1989 addition is in a POOR state.

1.3 GENERAL CODE COMPLIANCE

As part of our mandate under this review engagement, we are restricted to visual review of the general condition of the structure only. Architectural components, fire safety, electrical and mechanical components are outside of our mandate. It is our conclusion after document review that, at time of construction, each facility substantially complied with the British Columbia Building Code edition in effect at time of initial occupancy, as they had professional design involvement.

While there have been updates to the Building Code over the intervening years since construction, there is no requirement to update any existing structures to the current 2012 building code, the edict

being that any future renovations contemplated merely do not reduce the current life safety levels that currently exist.

Documentation (drawings) were fairly complete for all facilities, and it appears professional design, supervision were undertaken for most elements. Of note; however, is the lack of documentation for the 1975 original steel frames and foundations. It appears from the documentation these elements were substituted for the original masonry wall / steel roof design, likely due to costs. Although the steel building is manufactured by a well known manufacturer (Butler) we were unable to locate plans for this element, due to not knowing the original contractor, job number, or ship date.

1.4 SERVICE LIFE

The Building Code generally mandates the expected service lifespan of buildings to be 50 years, with anticipated partial component replacement due to natural wear or aging, such as roofs, heaters, paint, etc. This 50 year criteria is based on a number of mathematical probabilities such as storm frequency, anticipated seismic events, changes to design loads, etc.

Service life, obviously, cannot account for unforeseen event such as deliberate acts of vandalism, fire, terrorism, or atmospheric/seismic loads in excess of the 1 in 200 year events the Building Code anticipates. Admittedly, the bar is set fairly low by the BC building code, it is not uncommon in Europe to find structures hundreds of years old still in use, and we have many structures locally that have already surpassed the criteria. This structure's oldest components are now approx. 42 years old

Ice Arenas are a unique building type. They are, by design, structures that are actually intended to deal with deliberate frost and ice accumulations, high humidity, low heat, severe traffic, and vandalism. They do this in atmospheric temps that range from -40 to +30, while the ice plants circulate a highly corrosive refrigerant mix through pipes and concrete.

While it is impossible to empirically quantify by math formula the precise date of the viable end of use of these buildings, the review team is of the opinion that we expect the Clearview Arena to surpass the Building code target of 50 years.

1.5 CONCLUSIONS

The Clearview Arena is a 40+ year old structure, that has not received significant structural maintenance or alteration in over 28 years. Portions of the building are exhibiting signs of duress, though no imminent threat or risk of collapse is identified, maintenance and repairs to structural components is now necessary to preserve the asset and protect the occupants.

We find the work of the building operators to be exemplary, though current operating budgets do not allow proactive work, only reactionary response to immediate need.

Movement between the 1989 and original 1975 portions of the building is noted, and lateral force resolution along this line is suspect. We anticipate significant repairs in this area. The former ice resurfacers room, currently used as dressing room 107 is deemed uneconomically viable to repair and replacement should be considered.

The stability and interaction between the original building and the 1989 addition remain our largest concern, and are directed to be further studied to garner the insight required to make effective repairs and ensure the structure can withstand lateral and vertical loads.

Regards,

FORCE ENGINEERING GROUP INC.

Per



M.A. Zygum
Project Manager / Principal
Building Officials of British Columbia Member #1773

FORCE ENGINEERING GROUP INC.

Per



B.C. Shipton, P.Eng.
Senior Engineer / Principal

2017-11-03

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INTRODUCTION

2.1 ARENA OVERVIEW

Force Engineering Group Inc. was retained to perform a walkthrough evaluation / assessment on structure of the Clearview Arena. This building is located NE of Fort St. John, on School District 60 property, at approximately N 56d 19' 53.11" and W 120d 17' 46.87" on the Cecil Lake Road. The intent of this review is to guide the Regional District in its decision to retain, repurpose, or invest in the facility through assessment of the structure and the associated capital costs to repair, replace or improve noted irregularities.

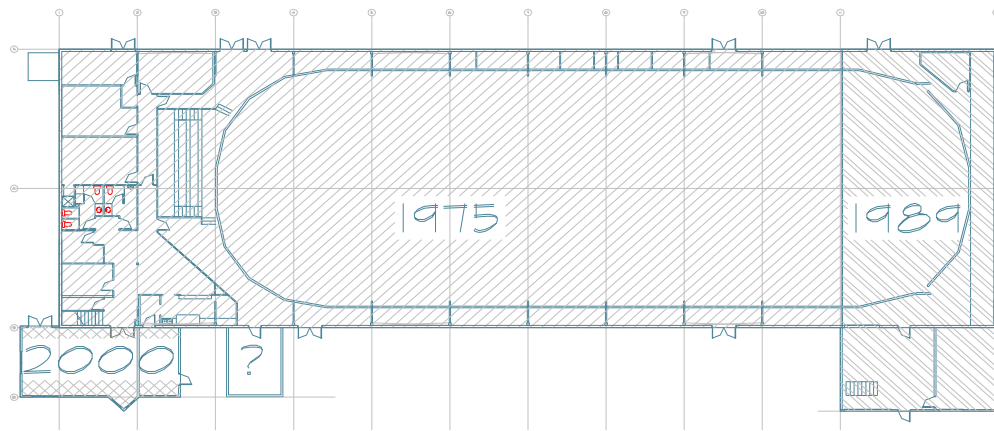
2.2 BUILDING HISTORY

The Clearview Arena is in many respects a typical rural Arena, consisting of a single non-regulation (NHL) size ice sheet with adjacent artificial ice plant, 5 small dressing rooms, concession, and seating areas. The current facility as at the date of review is comprised of three distinct phases of construction.



Clearview Arena September 28th, 2017

The first phase of construction occurred in 1975-76 and was comprised of the original 200'x80' building, designed by local Architect Killick Metz. Plans from the era denote the building structure was to be a concrete block (Masonry) building with a hybrid wood/steel roof, known as T/JL type trusses. (Similar to the current Chetwynd Arena) The foundation was to be a concrete pile and grade beam assembly. Evidently, sometime after the plans were prepared, the primary structure was changed (likely due to cost and location) to a pre-engineered steel building, consisting of primary steel frames at 20'-0" centres and steel purlins. Subsequent renovation plans from 1989 also indicate the original foundation remained a grade beam, presumably on an altered pile layout to coincide with the frame spacings. As there was no provision for a plant, the original ice surface must have been a natural ice surface, limiting its use. At some point a wood framed shed along the north elevation was added to house ice resurfacing equipment.



Facility Construction Phasing

The second phase of construction included the renovation to permit an artificial ice surface and added limited grandstand seating to the east end of the rink. The renovation added a new ice resurfacing garage, the ice plant, and 40'-0" to the western end of the building. Plans were prepared by Camrec Facilities (unsealed) and Melcor Building Systems (B.C. P.Eng Sealed). The ice rink location was relocated approx. 20'-0" west to permit a small grandstand to be added to the east end. As the original steel building was not designed for expansion, the initial west end wall had to be removed, a new structure inserted under the existing purlins, and the extension continued. Plans

from 1989 show the existing end wall pilings abandoned under the new rink slab, and modification to the lateral ties under the slab had to be made to accommodate the refrigeration piping. Its also likely that at this time the original ice resurfacing equipment room became dressing room 107 (see plan)

The final phase to date included the construction of a new two storey entrance vestibule and concession storage. Plans were prepared by G.H. Cook Associates Inc. a predecessor firm of Force Engineering Group Inc. This work was completed in 2000, and also included the building a small referee room in the SW corner of the ice rink.

Minor renovations have occurred since the primary three phases such as addition of the electrical room, refrigeration plant updates, and renovations of the main floor washrooms. Plans for this aspect were prepared by J. Jarvis Engineering. As garnered from staff on site, a repair was made to the main floor framing under dressing rooms 113 and 114 when decay was found.

2.3 SITE VISIT

On the date of our site review, the facility was found in generally the same configuration as the provided plans. We had the opportunity to discuss with operating staff the facilities shortcomings, past work, future wish list and toured the facility with staff before commencing our own more detailed review. Staff on site feel the facility is under capacity in terms of the number of events it can hold.



Clearview Interiors - General

The overall condition of the facility was at par with what we would expect for a 40+ year old building, operated by minimal staff and a limited operating budget. Wear to common areas was minimal, paint is refreshed yearly, although the rink area showed age though heavy wear and deterioration of painted surfaces, damage from pucks and flying objects.



Entrance Lobby (Left) and Second Floor Viewing (Right)

The interior visibility in the rink was initially limited due to heavy interior fog as a result of the lack of ventilation and dehumidification equipment. Relative humidity at 100% further accelerates wear on painted surfaces, and accelerates corrosion of steel and wood members. We commend staff for their efforts to patch and maintain the exposed vapour barrier which aids in the steel preservation.



Fog and Condensation (Left) and Vapour Barrier Patchwork (Right)

Our investigations included all common areas, mechanical rooms, crawlspace under the main floor dressing rooms (located from grids 1 to 2), and the attic area above the second floor (also from Grids 1 through 2)

2.4 STAFF IDENTIFIED USE AND ISSUES

The building functions primarily as an arena for no more than 8 months of a calendar year. Some use by the school district for dry floor events like tennis can be held during the off season, but are infrequent. There is no use of the building current for trade shows or conventions, nor is the facility designated for post disaster events.

Conversations with the on-site facility operations staff revealed largely cosmetic / architectural concerns and problems. Aspects included:

- Concern about the state of decay of the wood floor under main floor dressing rooms
- Rust scaling and flaking in the main arena area
- Finish wear in concession areas
- Lack of building envelope in dressing room 107
- Door functionality
- Space constraints
- Rink Water Quality / Rust staining of Ice
- Plumbing Back-up
- Maintenance of ceiling vapour barrier

Discussions with persons who are actively involved in a facility we view are essential in providing pointers to potential issues and sometimes insignificant issues can in fact point to larger concerns. Generally, we found all operations staff concerns to be valid, though resolution of some remain out of the retained scope of our report.

3.0 DETAILED OBSERVATIONS

After initial meeting and tour of the facility, we made notes pertaining to the various areas within the facility, and the structural condition of each. Summaries of each major area of the building are made in their respective divisions following. Refer included drawing S1 for reference locations and further illustrations.

3.1 CRAWLSPACE, GRIDS 1-2

The crawlspace area is located from grids 1 to 2, from A to B. Access to the crawlspace is via a hatch in the mechanical room 109. This area is part of the original 1975 building plan and is the only crawlspace in the building. Its primary purpose is for the routing of HVAC ducts and piping servicing for the dressing rooms, as well as a service exit point for the sewer main. The main floor above is framed as conventional wood joists with plywood sheathing over, whilst the crawlspace is essentially clay covered with poly vapour barrier. Evidence of sloughing is found along the east and south walls, potentially allowing exterior ground water to enter, though at the time of our visit the area was dry and the sumps functional. The wood floor above is supporting a wood beam located midway between grids 1 and 2, which appears to be functioning without duress. Dirt is in contact with the beam at the south and north ends, which is a concern for long term decay. Some crushing of shims at beam support points is noted.



Crawlspace General and Perimeter Grade Sloughing



Beam End in Contact with Grade, Plywood Shims Under Beam Deteriorating

3.2 ENTRANCE ADDITION (2000)

The entrance addition was constructed in 2000, and consists of a two storey wood framed addition on grade beam and piles. This area is located to the north of Grid B. It remains essentially in the same state as built, and exhibits no major signs of movement, or damage. Exterior, residential grade, siding originally used to clad the exterior is damaged due to abuse, rocks from parking areas, and general wear. Some areas are damaged to the extent where water ingress to the building envelope, and structure behind, is possible, though not yet detrimental at this time. A distinct seam between the addition and original construction is evident; however is not thought to be the result of structural movement.



Floor Unevenness Between 2000 and 1975 Phases

3.3 MAIN FLOOR FROM GRIDS 1-3 (1975)

The original main floor areas have been modified from original when the rink was relocated in 1989 to permit grandstand installation. Its likely the concession, sound booth and dressing room 115 were added at this time. As noted in section 3.1, the eastern portion of this area is a suspended wood floor over a crawlspace, and the western area is a concrete slab on grade. A load bearing wall supporting the second floor is aligned along Grid 2. The column supporting the second floor is likely founded atop the original crawlspace perimeter grade beam. Some movements in the slab on grade are noted, likely due to a lack of sub-grade perimeter drainage. No adverse movements currently affecting doors or means of egress were noted.

3.4 SECOND FLOOR GRIDS 1-2

The second floor is largely assembly space with its own washrooms. A small two tier seating stand exists for spectator use in a heated area. Exit doors are located in the SE corner, and are known to have functional difficulties, not believed related to structural movements. The washrooms are not code compliant but do provide additional capacity to the building. Plumbing overflows in the past have occurred, but are not believed to induce decay in the supporting wood structure. There are no notes on plans to indicate the actual structural arrangements of the second floor, thus confirmation of capacity for assembly use cannot be confirmed, as there were no exposed areas.



Second Floor Viewing Room

3.5 DRESSING ROOM 107

Dressing Room 107 is an addition placed sometime between 1975 and 1989. It originally contained the ice resurfacer, though now functions as a dressing room. It has no plumbing facilities, and is noted by staff as drafty, and hard to heat. The structure appears to be all wood, hastily conceived and executed. Metal cladding does not match the other portions of the building. Foundation may too be wood, though is concealed by grade at the date of our review. Settlement towards the north is also apparent. We could find no definitive plans or structural arrangements. Its roof elevation is substantially below the eave of the main arena structure and there is no evidence to suggest the wood framing is designed for the substantial drift loads that the building code mandates.



Dressing Room 4 (Room 107) Interior and Exterior



Dressing Room 107 Foundation

3.6 ATTIC ABOVE SECOND FLOOR

Above the second floor an attic space exists which has the endwall framing of the pre-eng building exposed. It is devoid of equipment, though a large, combustible wood duct exists to convey the rink exhaust towards the fan in the endwall. Access to the space is above room 203 (Lockers) through a non-fire rated hatchway. No excessive corrosion or distorted structural members were observed in the space.



Attic Over Second Floor. Steelwork in near Original Condition

3.7 MAIN ARENA GRIDS 1 through 11, A to B

As noted earlier, the main arena original build, is a Butler Building pre-engineered structure. It consists of steel frames at 20'-0" centres with 8" deep steel purlins at ~ 5'-0" spacings. Each steel frame consists of 5 bolted together components, designed to transmit loads to the pile and grade beam foundations. As these types of frames generate large vertical and horizontal reactions at their base, its presumed the piles and details at each frame were changed from the Killick Metz plans to accommodate the added load. In dealing with the horizontal reaction force, either large diameter piles capable of resisting the outward force can be used, or smaller diameter piles can be employed with a tie between opposite walls, similar to how a collar tie in wood rafter framing resolves thrust. Though we were unable to locate original plans, it appears the designer went with the latter solution, as the 1989 plans note altering the steel tie below the rink surface, presumably to allow the heat floor piping to be accommodated.



1975 Frame (Butler) Building

The majority of the steel frames base connections are concealed in concrete, though we located at least one instance along grid "B" where four anchor bolts were exposed. Generally the concrete

floor slabs did not contain appreciable cracks or indications that the frames have displaced significantly either vertically or laterally. Exterior exposed grade beam along the north (Grid “B”) was not significantly distorted to the eye.



Exposed Anchor Bolts (Left) and Relocated, Welded Brace (Right)

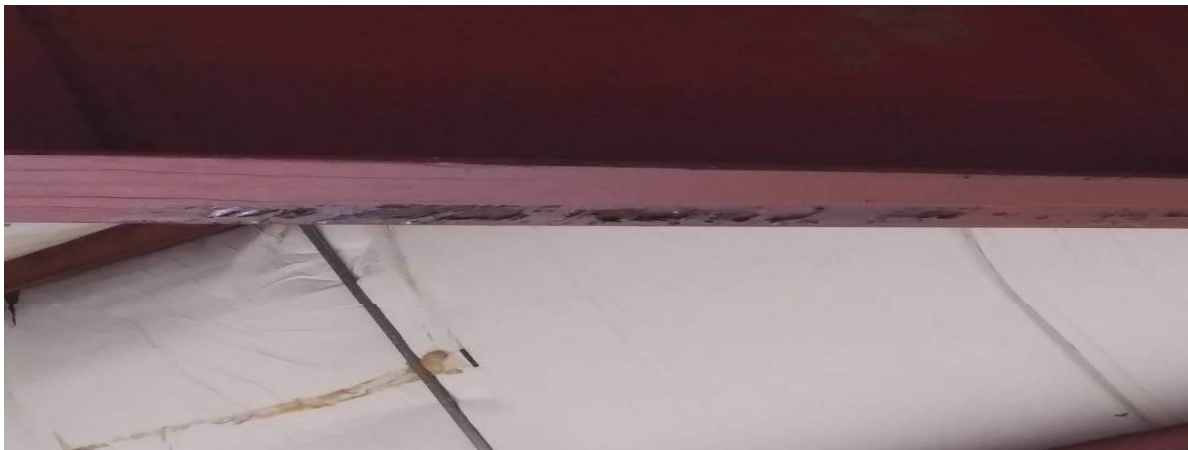
The building frames are inherently laterally stable along their axis. To provide lateral restraint against roll-over along the building’s length, metal rods and turnbuckles are employed to transmit these forces to the foundation. We generally found these pieces to be tight and intact, though it appears the braces along grid “B” from “5” to “6” have been relocated from a previous position, likely due to the dressing room 107 addition or other modification. When relocated, no turnbuckles to provide tension were used, and they were directly welded. In the current configuration they are very loose and will permit movement, and thus forces would be larger than anticipated.

Similarly rod bracing has been employed in the roof diaphragm, to transmit roof forces to the walls, and then to the foundation. While they appear unaltered, its clear the brace between grids “10” and “11” has appreciable sag. It is unclear if this is a result of original construction, or the addition of the 1989 structure which occurred adjacent to the brace rods. The pattern of bracing is somewhat different than we are accustomed to on modern facilities and we are not able to determine if this is erected to manufacturer plan, though it is mimicked in the concealed Attic space.



Sagging Roof Diaphragm Brace B/T Grids 10 and 11

In the original 1975 steel building, it is evident that condensation and moisture occur regularly, and have since inception. The frames, purlins and other exposed steelwork have never been coated or protected, beyond the original primer paint employed at the factory at manufacture. Corrosion is now evident on all steelwork, and is advancing to the point where paint chips and flaking is deposited on the ice surface regularly. Though not an immediate threat, long term corrosion of the steel, welds, or sub members can result in structural failure.



Corrosion Noted on Frames, Multiple Locations

3.8 1989 ARENA ADDITION GRIDS 11 through 12

The 1989 addition is instantly recognizable within the building, as the frames change type and spacing. Rather than employ the same style of frame used in 1979, the addition designers opted to use a truss style peaked roof at 8'-0" spacing with straight column walls matching the spacing of the roof trusses. The change is likely rooted in the era, whereas the material costs were substantially more than labour costs, thus the less weight of steel employed, the lower the building cost. The inverse of that is true today in the modern economy, where labour costs far outstrip materials, thus the truss style of construction used in 1989 would not be cost effective now due to the large labour cost in fabrication of trusses, whereas frame welding is nearly all robotically automated now.



A Change in Structure Type is Evident in 1989 Addition

The straight wall (column technique) has a few additional advantages in that it largely eliminates the outward thrust at the foundation the 1975 frames have. Because of the “slimmer” profile there is also, theoretically, more useable interior volume.

The 1975 structure was not originally designed to be expanded to the west, as no frame (same as used from grids 2 through 10) was present. Accordingly it would have been necessary to temporarily support the portion of roof from 10 to 11, while inserting the first truss in 1989.

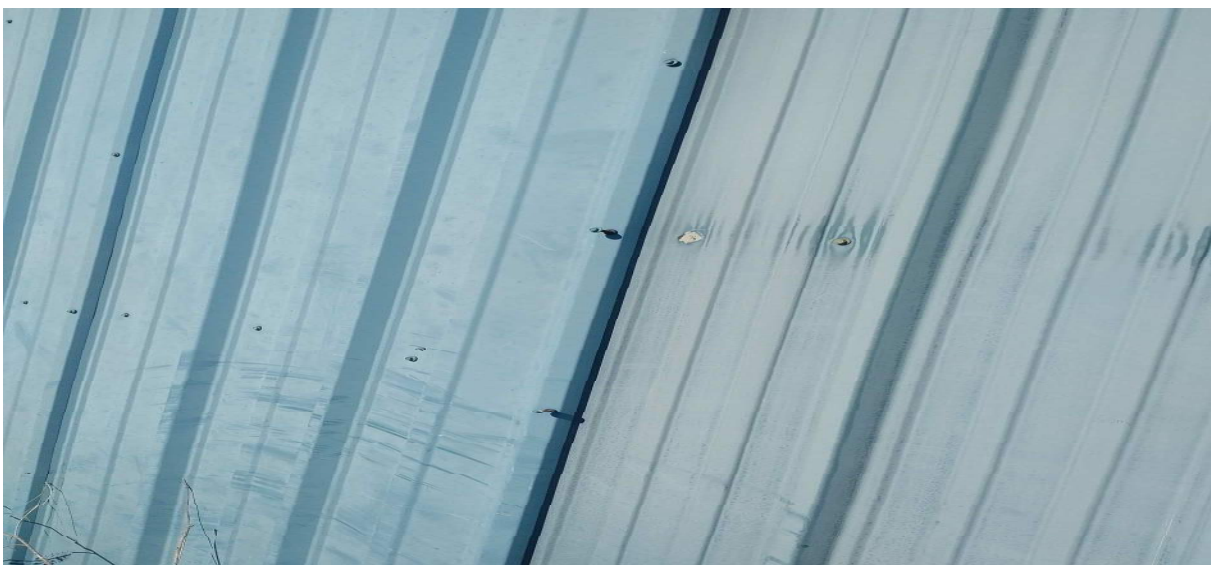
Evidence on site suggests the original 1975 end wall was cut away after the 1989 addition was erected, and there is virtually no connection of the wall purlins @ grid 11 between the 1975 and 1989 portions. Movement is evident at this joint, screws on cladding are loose on the exterior too. It is entirely unclear from plans and site observation, how the designer intended to replace the lateral force resolution of the original 1975 building as there seems to be only vertical force considerations.



Seam Between 1975 Building (Left) and 1989 Building (Right)



No Apparent Connection Between the 1975 and 1989 Buildings



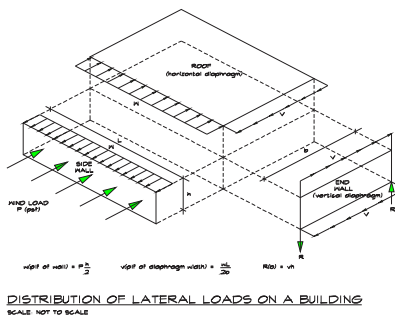
All Cladding Screws Loose at Grid A and Grid 11 (Seam b/t Original and Addition)

There is only one set of lateral bracing in the north and south walls of the 1989 addition. None exists in the west wall, and only small knee braces of indeterminate capacity exist in the north south axis. There seems to be no mechanism to drag forces between the two distinct construction types.



Typical Arena Truss @ Grids A and 11 (Left), and Roof Truss to Vertical Wall Truss Room 104

The situation is akin to an ordinary cardboard box. A box with all six faces intact and glued is far stronger and able to support more weight, than the same size box with one side missing.





No bracing or resolution of lateral forces is immediately apparent in the ice plant or ice resurfacer rooms either.

3.9 ARENA EXTERIOR

The main arena buildings, both 1975 and 1989 portions are clad with exposed faster metal cladding. Metal cladding is directly screwed to the steel purlins between frames or trusses. The roof is approx. a 1:12 pitch, and uses the same exposed faster application.



Arena North Wall (Looking towards Ice Resurfacing Room)

While this technique is the cheapest available, it has a consequence. The exposed fasteners utilize a flexible neoprene washer for moisture seal. These fasteners are exposed to extreme wear due to sunlight degradation, and thermal expansion and contraction. Metal siding is constantly expanding and contracting due to temperature changes night to day. Eventually the washers become brittle, cladding holes elongate, and the structure begins to leak and decay. Nominal leaks are in fact reported at Clearview Arena , and its 40 year age suggests fastener replacement is overdue.



Typical Fastener Washer Degradation Throughout

Grading along the building is acceptable only along the north elevations which has only minor repair areas. All other elevations require re-shaping to direct water away from the foundation and steel structure. Water, and the repetitive freeze thaw cycles has adverse effects on foundations, heaving floors and steel corrosion. Rainwater leaders and eavestrough are no longer functional, or disconnected in many areas. Cumulatively, drainage factors will contribute to structural failure.



West Wall Grades Slope towards Building. Grade at SE Corner is Over Cladding

4.0 RECOMMENDATIONS

As noted earlier, some precise recommendations for repair cannot be made, as due to the scope of this report calculations and means to resolve some identified shortcomings are not included. With further, more detailed review, it may be possible to better quantify exact repairs and better estimate costs. For the purposes of this report, and our retained scope, future work is generalized and probable costs are based on the experience of the writer, rather than precise quantifiable work.

4.1 CRAWLSPACE

The crawlspace areas require some bank stabilizations, minor repairs to the vapour barrier and excavation and treatment of beam ends to prevent decay. Monitoring of the floor decay is required at

least twice yearly, and long term, during the next major rejuvenation of the dressing rooms those areas should be replaced.

4.2 ENTRANCE ADDITION (2000)

The 2000 addition is functioning as intended. Short Term repairs to siding for prevention of water ingress to the area are required, long term planning should include replacement of residential grade materials with commercial.

4.3 MAIN FLOOR FROM GRIDS 1-3 (1975)

While there are number of functional and aesthetic areas to be addressed, there are no direct structural repairs to be undertaken at this time, other than those identified in 4.1

4.4 SECOND FLOOR GRIDS 1-2

No immediate structural issues were identified, though due to inadequate info on the structures suitability for assembly, any change in use or planned loadings in excess of 45 lbs/sq foot should initiate an invasive review of the structure to calculate true capacity. Corrosion on supporting floor angle in the crawlspace should be treated and monitored.

4.5 DRESSING ROOM 107

Risk management practices deem uncertainty of the foundation, drift load capacity and the poor overall building envelope likely make this room uneconomic to repair and/or upgrade. Accordingly, in the short term demolition and remediation should be considered , and the replacement with new space, to current codes, would be later required to meet space demands.

4.6 ATTIC ABOVE SECOND FLOOR

Fastener replacement costs are attributed under 4.7. Though there are a couple modern building code violations, these cannot be attributed to structural issues.

4.7 MAIN ARENA GRIDS 1 through 11, A to B

The main arena area costs include both identified structural deficiencies and work needed to mitigate structural risks. Issues, such as the identified suspect lateral loads distribution, is further explained under section 4.10.

Matters for short term address include:

- Corrosion protection (Sandblasting and Painting) *

- Lateral Bracing Turnbuckles / Tightening

- Temporary connections along Grid 11 (see 4.10 for more)

- * - may require lead paint abatement

Medium term structural maintenance

- Metal Liner for Ceiling Vapour Barrier Protection

- Complete Ventilation system and dehumidifiers for moisture control

4.8 1989 ARENA ADDITION GRIDS 11 through 12

Due to the number of unknowns with the interaction of the 1989 addition with the 1975 building, further study is recommended. Study costs are summarized under 4.10

4.9 ARENA EXTERIOR

The majority of the work is placed in the medium term costs category, though it is recommended cladding fastener replacement and earth grading be undertaken as soon as practical. Eavestrough and leader repairs are also needed.

4.10 FURTHER STUDY

As noted in section 3.8, the force resolution between the original building and the later addition is unclear, and due to noted movements, and our observations such as the lack of connections between walls, we consider this to be highly suspect.

Further study is recommended which would involve, at a minimum:

- detailed as built measurements
- possible limited excavation to expose foundation elements
- drafting . modelling of as found conditions, and input into a structural simulation
- analysis of results, and identification of deficient components
- devising most economic repair.
- costing of repair methods

Obviously, the goal of this further study would be to quantify the extent of additional repair work that this simple walk through cannot empirically define. We assign this to be an immediate cost as sequencing of other listed repairs may be better if all repair work is known from the onset.

The time on site, drafting, and engineering time should be assigned a probable cost of \$15,000-\$20,000. Significant additional renovation cost may be incurred dependent on the additional study.

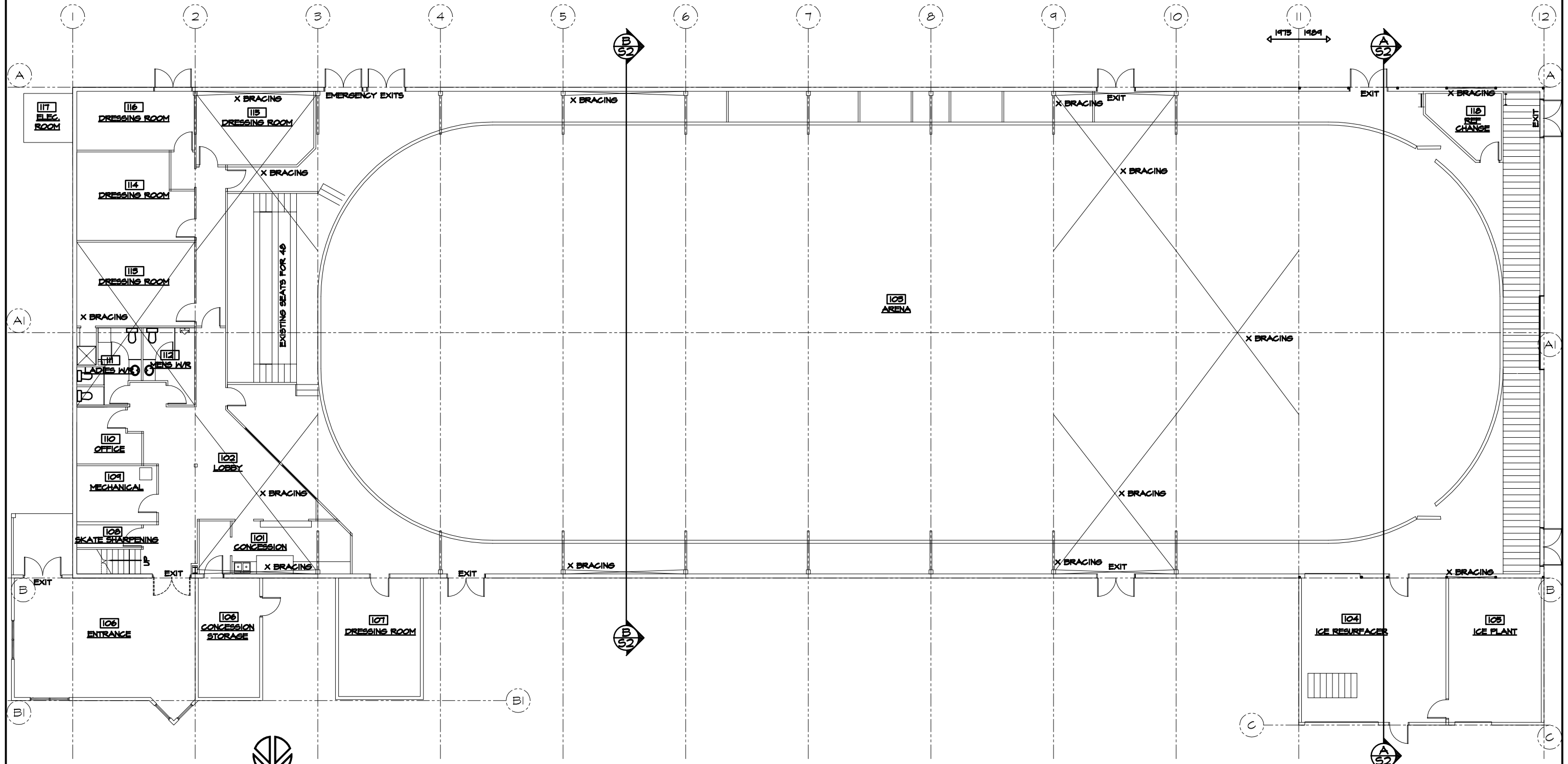
5.0 CONCLUSIONS

The Clearview Arena is a 40+ year old structure, that has not received significant structural maintenance or alteration in over 28 years. Portions of the building are exhibiting signs of duress, though no imminent threat or risk of collapse is identified, maintenance and repairs to structural components is now necessary to preserve the asset and protect the occupants.

We find the work of the building operators to be exemplary, though current operating budgets do not allow proactive work, only reactionary response to immediate need.

Movement between the 1989 and original 1975 portions of the building is noted, and lateral force resolution along this line is suspect. We anticipate significant repairs in this area. The former ice resurfacer room, currently used as dressing room 107 is deemed uneconomically viable to repair and replacement should be considered.

The stability and interaction between the original building and the 1989 addition remain our largest concern, and are directed to be further studied to garner the insight required to make effective repairs and ensure the structure can withstand lateral and vertical loads.



MAIN FLOOR PLAN
SCALE: 1/16" = 1' - 0"



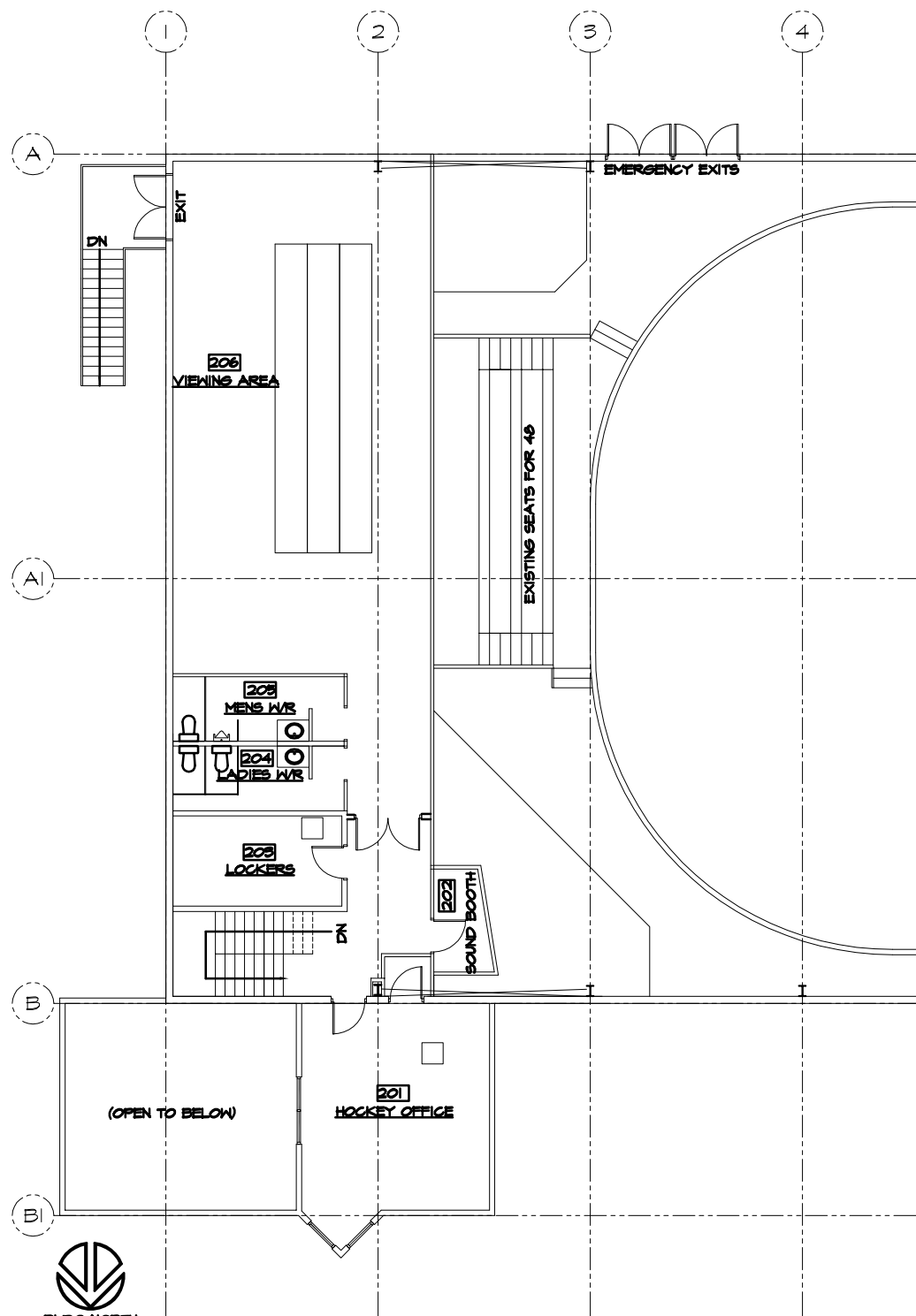
SCALE: 1/16"=1'-0"
DRAWN BY: MB
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REVISED @:
ON:
ISSUED AS FOR:
FILE: 21043

CLEARVIEW ARENA

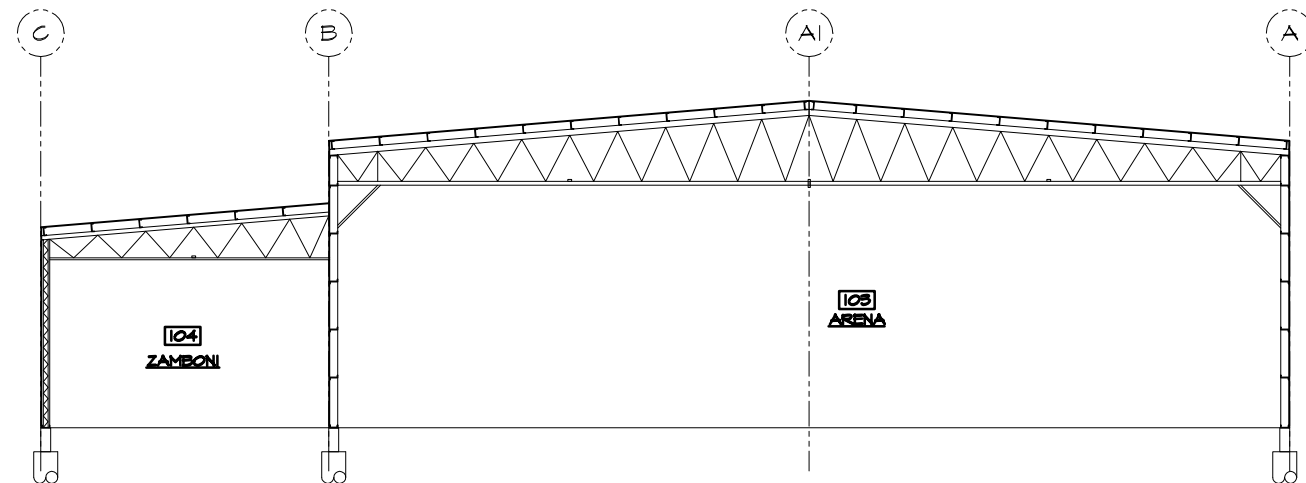
CLEARVIEW, BC



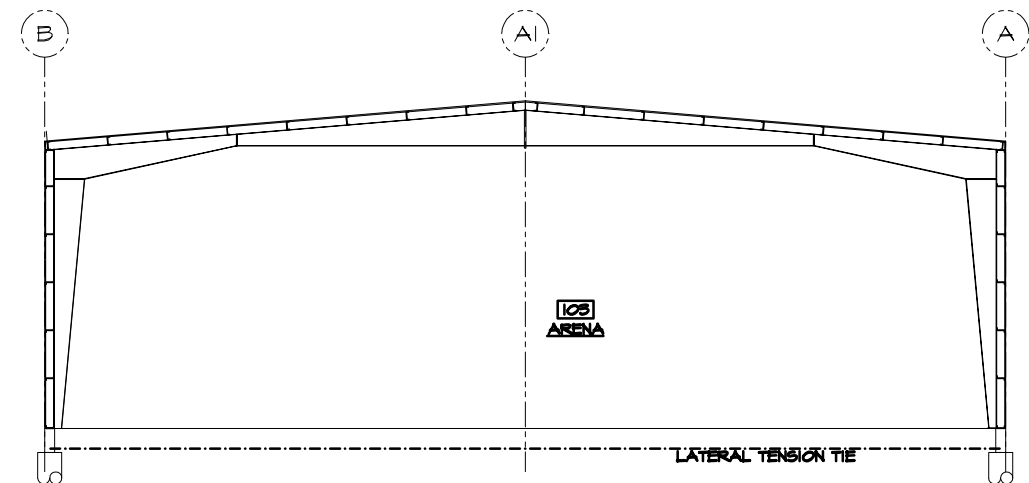
PROJECT No.
21043
DRAWING No.
S1/2



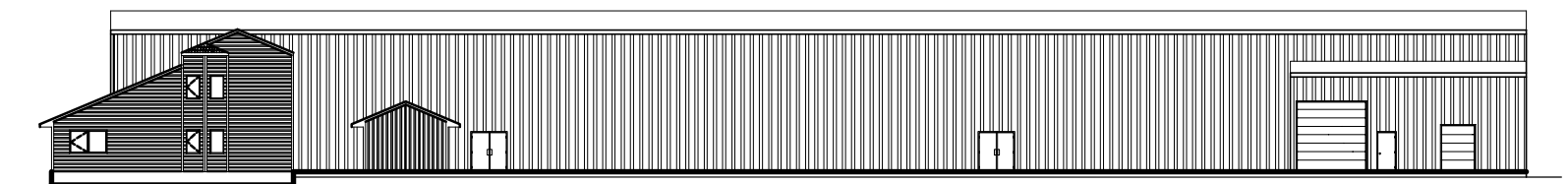
BLDG NORTH
SECOND FLOOR PLAN
SCALE: 1/16" = 1' - 0"



1989 - BUILDING SECTION (A)
SCALE: 1/16" = 1' - 0"



1975 - BUILDING SECTION (B)
SCALE: 1/16" = 1' - 0"



NORTH ELEVATION
SCALE: 1/32" = 1' - 0"

SCALE: 1/16"=1'-0"
DRAWN BY: MB
CHECKED BY: MZ
REVISED @:
ON:
ISSUED AS FOR:
FILE: 21043

CLEARVIEW ARENA

CLEARVIEW, BC



PROJECT No.
21043
DRAWING No.
S2/2



Peace River Regional District BYLAW ENFORCEMENT REPORT

R-3

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

Date: November 6, 2017

INFORMATION

Attached is a table summarizing the enforcement files- current to September 30th, 2017.

To date, there are 28 Bylaw Enforcement Files in total (Active + Inactive).

Active Files- shaded blue:

There are 25 active enforcement files.

- 2 are new since the last report.
- 1 file was granted an enforcement order by the courts but may be cleaned up by a family friend- PRRD is working with this family friend. UPDATE (Nov. 6, 2017): The PRRD received a request for an extension on Oct. 27, 2017 but a timeframe for extension was not included. On Nov. 3, 2017 the PRRD received a letter asking for an extension until May 31, 2018. By the time this report is received, a decision will have been made at the Nov. 9, 2017 RB meeting.
- 1 file has an RFP going out for demolition of the structures once an entry warrant is obtained
- 1 is a file from 2007 that is seeing progress
- 1 has owners who are deceased but family is working on purchasing from the estate. Plans are to clean up and live on property.
- 1 had an October 31, 2017 deadline for compliance. A site visit has not been conducted yet to confirm if compliance has been achieved. BEO is just returning to work on half day schedule following a car accident Oct. 11.

Inactive or On Hold Files- shaded green:

There are 3 inactive or "on hold" files.

- 1 has had an extension revision from the ALC until July 23, 2018. I corresponded with the landowner to encourage him to contact the land use planner for the North Peace to move forward on this file as it has been stagnant for a while.
- 1 has applied to the Board of Variance.
- 1 has applied for re-zoning and variances.

Staff Initials: *EP*

Dept. Head: *Bruce Simard* CAO:

Page 1 of 2

November 16, 2017

Closed Files- shaded orange:

There have been 11 files closed since the last report

- 1 was a file from 2009 that had the re-zoning application approved at the Oct. 12, 2017 meeting, bringing it into compliance.
- 4 of them were found not to be in contravention of PRRD bylaws.
- 1 was authorized to be closed by the RB.
- 1 had the complaint withdrawn.
- 4 were brought into compliance.

Attachments:

Enforcement Summary- November 6, 2017

November 16, 2017

ACTIVE FILES

Bylaw Enforcement File Summary November 6, 2017

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 Apr. 28, 2017. No Change. Will contact him with more information.	12498 256 RD Lot 1 & 2, Plan 27341, Part SW-15-86-19	B
2	2007	203	CLAY, Martin & Wendy	17-Apr-07	Concern regarding a recycling and salvage yard operating in Rolla not in compliance with zoning	Aug.31.17- clean up has started on the property with huge improvements.	5209 Rolla RD Parcel A (\$22581), 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
3	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. On April 20/17 EADC requested followup on this property.	13492 & 13522 Old Edmonton Hwy Lot 1, PL 28960, 21-77-14	D
4	2010	107	SAMUEL RANCH LTD	19-Jul-10	3 homes	ALC has opened a C&E file and will advise of any steps they're taking	13805 Rose Prarie RD Lot 16, Plan 3986	B
5	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
6	2012	210	MARTIN, Brian	12-Oct-12	Salvage yard in A-2	Sent new owner a letter. Will follow up after May 23, 2017 to confirm arrangements made for compliance.	15927 Prespatou RD NE 1/4 30-86-19	B
7	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
8	2013	102	NORNBERG, Neil	3-Jun-13	Salvage yard in R-4 Zone	Aug.31.17-Owner is going to Edmonton for lung specialist. Will call salvage company when he returns. I will follow up around Sept. 15,2017	1728 210 RD Lot 2, Plan BCP30608 28-78-15	D

November 16, 2017

ACTIVE FILES

R-3

	YEAR	FILE NO.	LAND OWNER	DATE OPEN	COMPLAINT DESCRIPTION	STATUS	CIVIC ADDRESS LEGAL DESCRIPTION	ELECTORAL AREA
9	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
10	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
11	2014	219	BLAIR, Roxann	17-Sep-14	Junk yard in R-4 zone	sign posted, PRRD received a request for extension of tipping fee relief until May 31, 2018.	3992 Blair RD DL 2083	E
12	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. On April 20/17 EADC requested followup on this property.	1372 210 RD Lot 5, 27-78-15 Plan 11473	D
13	2015	103	GARDNER, Robert	6-May-15	Oilfield equipment storage on A2 land	PRRD received a new allpication for a re-zone to I-1	9819 240 RD PCL A (46726M), 19-83-18, W6M PR, EXC PL 20464	C
14	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	Sept. 1/17- potential purchaser called with update, lawyer is drafting documents	7114 Jorgensen Sub Lots 20-23, S31, T78, R15, W6M, PR, PL 13534	D
15	2015	251	KILFOYLE, Robert	6-Nov-15	3 Sheds located within Interior Side Parcel Setbacks	DVP approved at June 22, 2017 RB meeting but condition of DVP is that must have sheds moved by Oct. 2017	12278 Oak Ave. Lot 7, Block 5, S2, T84, R19, W6M, PRD, PL 15012	C
16	2015	265	Dr. BADENHORST	24-Nov-15	3 dwellings on .63 acres, no BP's, ALR Land	DVP refused at Dec. 9, 2016 RB Meeting. BP issued for the 2 structures, site plan shows they will be moved out of the setback.	8931 Old Fort Loop Lot 7, Bk 2, DL 418, Cariboo Situated in the PRD, PL 18222	C
17	2016	99	BASTION HOLDINGS LTD	12-May-16	3 dwellings in R-4 zone	they sent a FOIPPA request. Need to follow up with Corporate Officer then make contact again	5979 Hillview Sub. PCL B, DL 1910, PL PGP35656	E
18	2016	213	WILLIAMS, Darrell	9-Sep-16	Disobey SWN, Restrictive Covenant and Consent Order	Have applied for entry warrant	9813 River Drive Lot 1, BK 2, S18, TP83, R18, W6M, PR, PL 14194	C

November 16, 2017

ACTIVE FILES

R-3

	YEAR	FILE NO.	LAND OWNER	DATE OPEN	COMPLAINT DESCRIPTION	STATUS	CIVIC ADDRESS LEGAL DESCRIPTION	ELECTORAL AREA
19	2016	253	PUTRUS, Peter	21-Nov-16	too many dwellings, building in setback, garbage	did a site visit with the local rep for the owner, will follow up with letter. Owner will send a plan for compliance	2016 Taylor Frtg. RD PCL A (PJ28394), S24, TP82, R18, W6M, PRD, Plan 3039	D
20	2017	79	CAMPBELL, Mary	18-Apr-17	no BP, too many dwellings, shop/suites too close to property line	Opened file, sent initial letter. Son contacted me I requested proof of power of attorney by Sept. 30- not received- will try a phone call to Ms. Campbell	9473 River Drive Lot A, S18, TP83, R18, W6M, PRD PL EPP 14982	C
21	2017	87	REIMER, William & Anna	26-Apr-17	too many dwellings, garbage and old vehicles	opened file	13097 260 RD NE1/4, S31, TP86, R19, W6M, PRD	B
22	2017	116	FI PORTFOLIO INC.	12-Jun-17	No BP, or DP	deadline has passed. Will issue a warning ticket	10755 Finning Ftg. Rd Lot 1, S2, TP 84, R19, W6M, PRD, PL 34500	C
23	2017	128	CNL RESOURCES LTD	22-Jun-17	Hazardous waste facility licensed to accept leachable toxic waste and specializing in Naturally Occurring Radioactive Material management and decontamination operating on I-1 land	sent initial letter, received reply, need to send info to lawyer	9676 Swanson Street Lot 8, S33, TP83, R18, W6M, PR, PL 23652	C
24	2017	189	BOUTILIER, Eric	11-Aug-17	Construction without building permit	posted SWN and issued Bylaw Notice Warning Ticket No. PRRD 00141	No Civic Issued Lot 1, S20, TP 84, R19, W6M, PRD, PL EPP 72551	C
25	2017	200	CYR, Lucien	1-Sep-17	HBB contrary to Regs, 3 sheds in setbacks	Site visit and plan for compliance received	12274 Oak Avenue Lot 6, Block 5, S2, TP 84, R19, W6M, PR, PL 15012	C

November 16, 2017

INACTIVE FILES

R-3

Bylaw Enforcement File Summary November 6, 2017

	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 ALC conditions are met. Site inspection on Mar.16.2017. Sent email to ALC Jul.18/17 requesting confirmation if ALC requirements have been met	Block A, District Lot 1307	B	11-Mar-15
2	2016	111	AITCHISON, Kevin	31-May-16	building in setback	Applied to the Board of Variance on Jan.10, 2017	8931 River Dr Lot 8, Bk 4, S18, TP83, R18, W6M, PRD, PL14194	C	10-Jan-17
3	2016	97	HANEY, Darryl	9-May-16	HBB, BP, and Zoning contraventions on 3 parcels	Rezoning and DVP applications have been received and paid for.	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	17-Mar-17

November 16, 2017

CLOSED FILES

R-3

Bylaw Enforcement File Summary November 6, 2017

	YEAR	FILE NO.	LAND OWNER	DATE OPEN	COMPLAINT DESCRIPTION	STATUS	LEGAL DESCRIPTION	ELECTORAL AREA	DATED CLOSED
1	2016	80	WALTER, Peter & Agnes	6-Apr-16	industrial use in A-2 Zone- Commercial trucks	site visit July 7, 2017 confirmed business is compliance with HBB Regs.	11040 271 RD NE 1/4, S4, TP84, R19, W6M, Peace River	C	7-Jul-17
2	2015	263	CARLSON, Gary (DUSTY ROSE ENT.)	20-Nov-15	tank farm in I-1 Zone	site visit July 7, 2017 confirmed TANK FARM removed.	9808 240 RD Lot 10, S30, T83, R18, W6M, PR, PL 24226	C	18-Jul-17
3	2017	174	BROWN, Cory	21-Jul-17	unsightly burned remains from 2016 wildfires	No Unsightly Bylaw in Area B. Items were lost/burned in a wildfire and is not a junkyard	12300 Hwy 97N DL 1997, PR	B	25-Jul-17
4	2017	182	GOODLO Holdings	2-Aug-17	fumes from trucks during inspection on site	trucking is a permitted use. PRRD does not regulate the materials	11134 Enterprise Way Lot 5, S25, TP83, R19, W6M, PRD, PL EPP24591	C	2-Aug-17
5	2017	144	SANDNESS, Michael	26-Jun-17	trucking business on a 2 acre R- 3 parcel	trucking business in contravention of a Restrictive Covenant- PRRD is a Transferee on this covenant.	13618 Golf Course Road Lot 6, S36, TP84, R20, W6M, PRD, PL EPP 35284	C	17-Aug-17
6	2015	97	PHILLIPS, Randy & WIDDIBOMBE, John	27-Apr-15	unsightly complaint	MOTI RoW	5907 Hillview Access Rd Lot 3, DL 1909, PR, PL 26267	C	1-Sep-17
7	2012	109	AKULENKO, Andreas & Olga	28-May-12	four homes on A-2 Zone	complaint withdrawn	12728 260 RD SE 1/4, 4-87-19 W6M	B	7-Sep-17
8	2007	132	LUNDQUIST, Lanny	27-Jun-07	Junk yard in C-2 zone	RB authorized to close	7087 255 RD L 1 24-83-18 PI 9697	C	7-Sep-17
9	2016	250	ROSENKRANZ, Harvey	21-Nov-16	structure in setback	structure removed	9325 River Drive Lot 3, BK 3, S18, TP83, R18, W6M, PR, PL 14194	C	11-Sep-17
10	2017	209	ROSENKRANZ, Harvey	13-Sep-17	height of fence	does not exceed max. height permitted in zone	9325 River Drive Lot 3, BK 3, S18, TP83, R18, W6M, PR, PL 14194	C	13-Sep-17
11	2009	96	MEEK, Faye & BEEBE, Brandy	10-Jul-09	Non-farm use in ALR & commercial use in A-2 zone	re-zoning approved at Oct. 12, 2017 RB meeting	Hwy 97N and 269 Rd in FSJ Pt NE 1/4 3-84-19	C	12-Oct-17

November 16, 2017



REPORT

To: Chair and Directors, Electoral Area Directors' Committee Date: November 10, 2017
From: Crystal Brown, Electoral Area Manager
Subject: Electoral Area Directors' Committee Meeting Outstanding Issues

RECOMMENDATION 1:

That the Electoral Area Directors resolve to take action; resolve to put the outstanding items on the Diary; or advise staff that no further action is required.

BACKGROUND/RATIONALE:

The following list of topics has been compiled from previous meeting minutes and require further direction.

- Grant Writer Update
- Natural Gas Prespatou Update
- Regional District Toolkit
- Telus Internet and Smart Hub Update
- Planning Presentation Update
- Media Tower Update
- Pink Mountain Ecological Reserve Update
- Water Advisory Committee and Water Referendum Update

OPTIONS:

STRATEGIC PLAN RELEVANCE:

- ☐ Ensure that the Solid Waste Management Plan is operating on a fiscally defensible basis.
- ☐ Ensure effective execution of Public Safety and Emergency Services initiatives.
- ☐ Foster Collaboration on services with municipalities and electoral areas.
- ☐ Establish a strategy for coordinated advocacy on identified issues.
- ☐ Manage parks and trails in the region.
- ☐ Support the agricultural industry within the regional district.
- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

COMMUNICATIONS CONSIDERATION(S):

OTHER CONSIDERATION(S):

Attachments:

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Staff Initials:

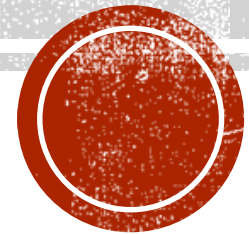
Dept. Head:

CAO:

Page 1 of 1

OUTLOOK CALENDAR

Procedures & tips to optimize your communication

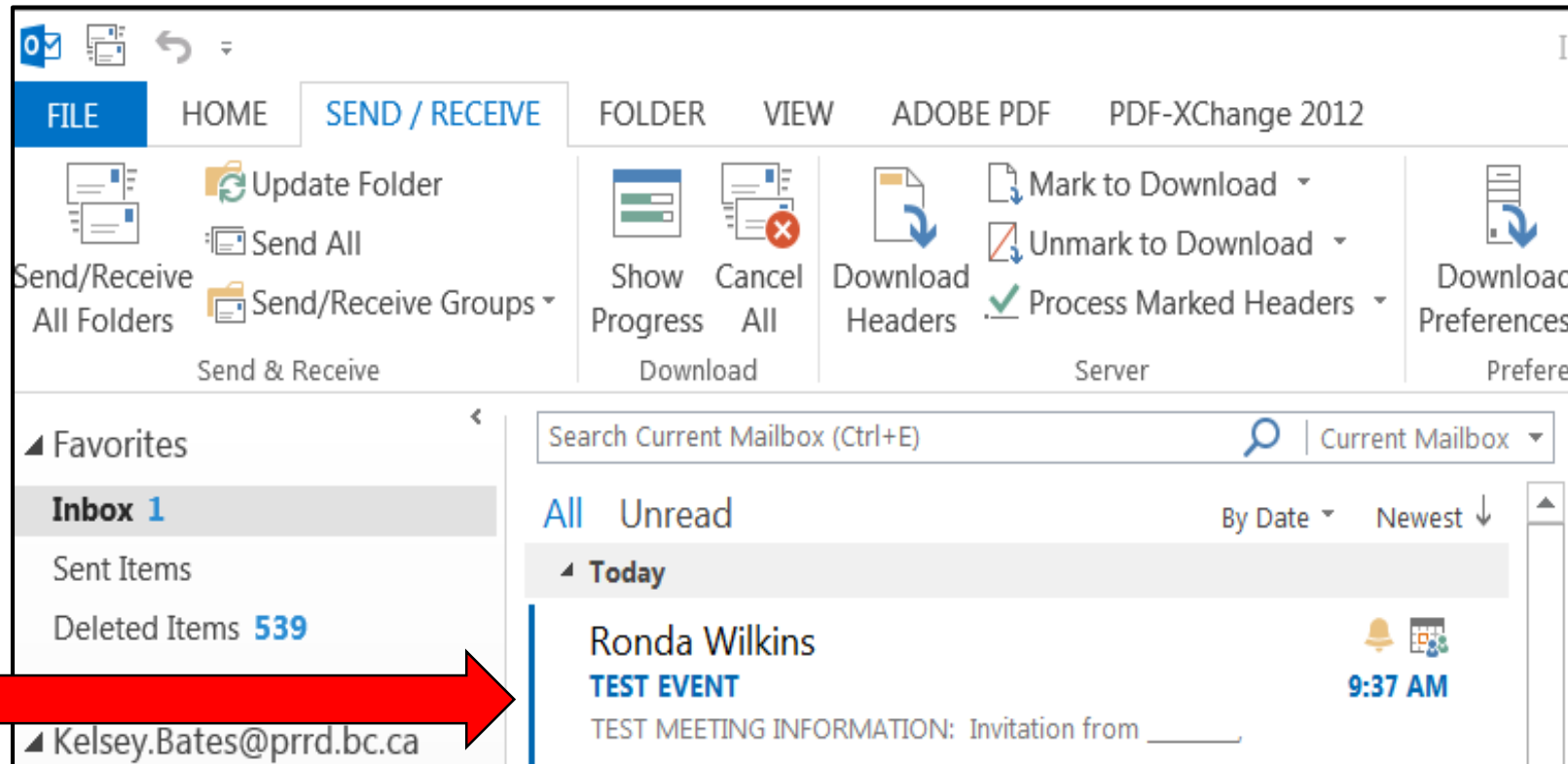


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STEP 1 – RECEIVE THE INFORMATION

DI-1

- *Conference and travel* opportunities – sent from Executive Assistant's Calendar (EA).
- *Local events* – sent from Reception Calendar.



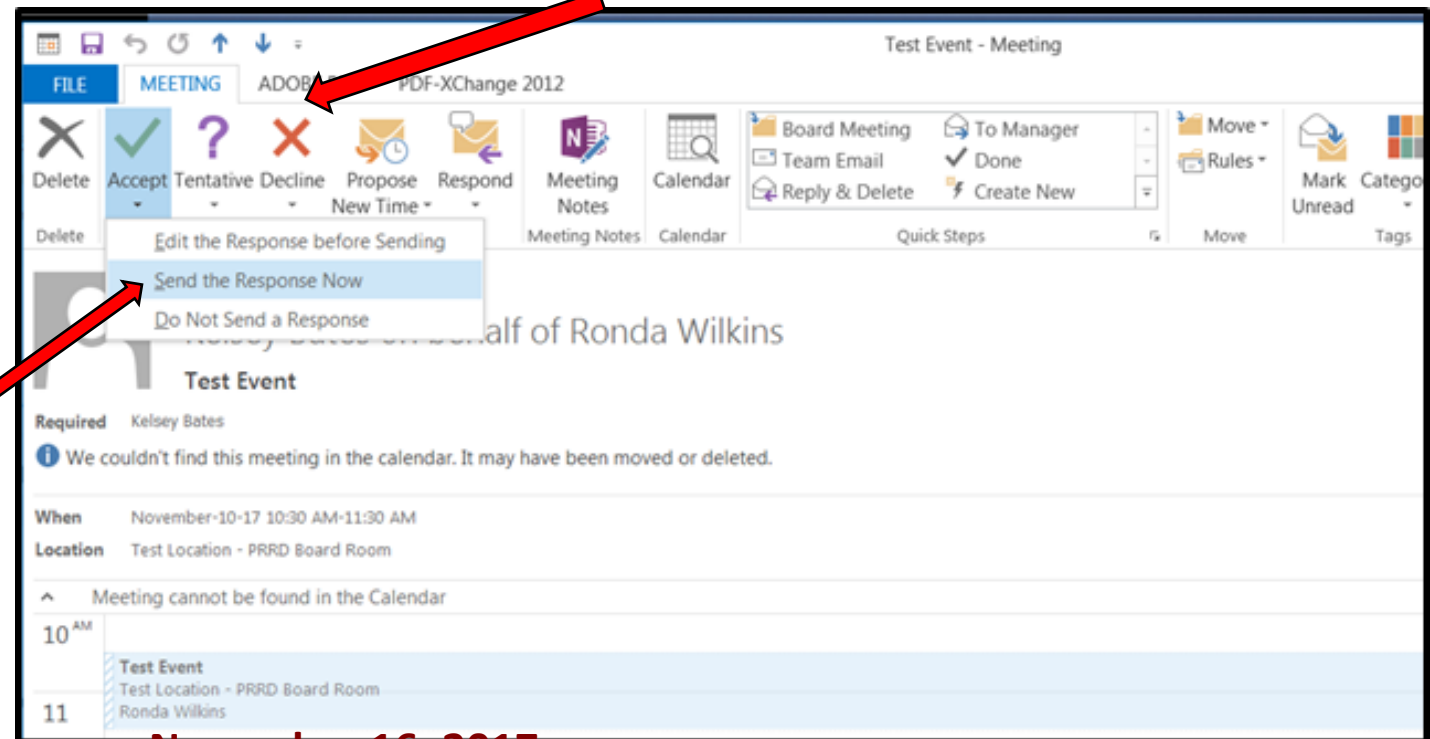
November 16, 2017



STEP 2 – RESPOND TO THE INVITATION

DI-1

- Check for the RSVP deadline
- Read the body – deadlines, agenda's, links, call- numbers etc.
- **ACCEPT** –EA will register you and plan travel OR the Receptionist will RSVP
- **TENTATIVE** – no action
- **DECLINE** – no action
- **No Response** – no action
- *Send the Response Now*



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STEP 3 — STAFF RECEIVE & TRACK THE RESPONSE

Accepted: Test Event - Meeting Response

FILE MEETING RESPONSE ADOBE PDF PDF-XChange 2012

Delete Reply Reply All Forward More Meeting Notes Board Meeting Team Email Reply & Delete To Manager Done Create New Move Rules Action

Mon 06/11/2017 10:39 AM

Kelsey Bates

Accepted: Test Event

To Ronda Wilkins

When November-10-17 10:30 AM-11:30 AM (UTC-07:00) Arizona.

Location Test Location - PRRD Board Room

i Kelsey Bates has accepted this meeting.

Test Event - Meeting

FILE MEETING INSERT FORMAT TEXT REVIEW PDF-XChange 2012

Cancel Copy to My Calendar Forward Appointment Scheduling Assistant Tracking Meeting Notes Contact Attendees Address Book Check Names Response Options Show As: Busy Reminder: 15 minutes

The following responses to this meeting have been received:

Name	Attendance	Response
<input checked="" type="checkbox"/> Ronda Wilkins	Meeting Organizer	None
<input checked="" type="checkbox"/> Kelsey Bates	Required Attendee	Accepted
Click here to add a name		

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STEP 4 — CHANGING A RESPONSE

DI-1

If you want to change your reply:

- Search your deleted folder for the calendar invitation
- Open event
- Change the response
- Save and Close



The screenshot shows the Microsoft Outlook interface. The title bar indicates the window is titled "Deleted Items - Kelsey.Bates@prdd.bc.ca - Outlook". The ribbon at the top includes "FILE", "HOME", "SEND / RECEIVE", "FOLDER", "VIEW", "ADOBE PDF", "PDF-XChange 2012", and "SEARCH". The "SEARCH" tab is active, showing search tools like "Current Folder", "Subfolders", "All Outlook Items", "Include Older Results", "From", "Subject", "Has Attachments", "Categorized", "This Week", "Flagged", "Sent To", "Unread", "Important", "Recent Searches", "Search Tools", and "Close Search".

In the left sidebar, under "Favorites", the "Deleted Items" folder is highlighted with a red arrow and shows a count of 543 items. The main pane displays a list of items in the "Deleted Items" folder. The search bar at the top right of the main pane contains the text "test event". A red arrow points to this search bar. The list shows an item from "Ronda Wilkins" with the subject "Test Event". The body of the email contains the text: "TEST MEETING INFORMATION: Invitation from _____, event details _____. If possible, invitations will be attached here as well. Kelsey Bates | Executive Assistant".

At the bottom of the screenshot, there is a red circular stamp and the date "November 16, 2017".

STEP 5 – ENTERING PERSONAL BOOKINGS

DI-1

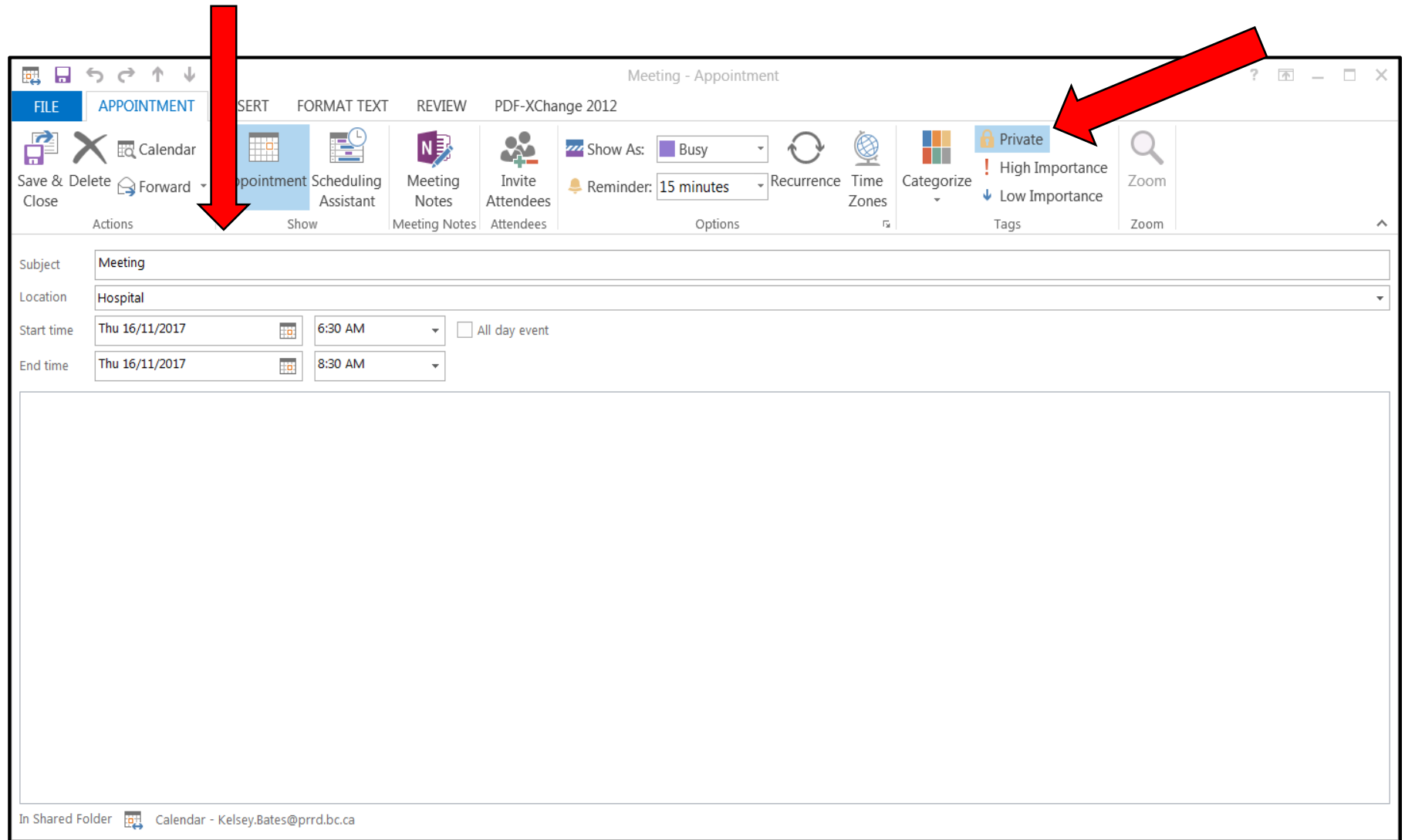
- Book in your personal appointments, vacations or other time away:
- From your calendar window, click new appointment

The screenshot displays the Outlook calendar application. The ribbon at the top includes tabs for FILE, HOME, SEND / RECEIVE, FOLDER, VIEW, ADOBE PDF, and PDF-XChange 2012. The 'VIEW' tab is active, showing options for New Appointment, New Meeting, New Items, Today, Next 7 Days, Day, Work Week, Week (selected), Month, Schedule View, Open Calendar, Calendar Groups, E-mail, Share, Publish, Calendar Online, and Permissions. A red arrow points to the 'New Appointment' button. The calendar view shows a weekly layout for November 5-11, 2017, with a sidebar for December 17. The main calendar area shows events such as 'IAP2 Foundations Course (Room 2120)' on Wednesday, November 8, and 'FW: Time Sheet Due' on Thursday, November 9. The bottom status bar indicates 'November 16, 2017' and '100%' zoom.

STEP 5 – ENTERING PERSONAL BOOKINGS

DI-1

- Enter the Subject, Location and Time(s).
- You can mark personal events as private
- Staff can see you are busy, not why



The screenshot shows the 'Meeting - Appointment' form. A red arrow points to the 'Appointment' button in the 'Actions' group. Another red arrow points to the 'Private' tag in the 'Tags' group. The form fields are as follows:

Field	Value
Subject	Meeting
Location	Hospital
Start time	Thu 16/11/2017 6:30 AM
End time	Thu 16/11/2017 8:30 AM

Other options visible include: Show As: Busy, Reminder: 15 minutes, Recurrence, Time Zones, Categorize, High Importance, Low Importance, and Zoom.

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STEP 6 - ELECTORAL AREA MANAGER I-1

Director's Calendar - Public Folders - Kelsey.Bates@prrd.bc.ca - Outlook

FILE HOME SEND / RECEIVE FOLDER VIEW ADOBE PDF PDF-XChange 2012

New Appointment Meeting Items - Today Next 7 Days Go To Arrange Day Work Week **Week** Month Schedule View Open Calendar Calendar Groups Manage Calendars E-mail Share Publish Calendar Online Permissions Search People Address Book Find

November 17
SU MO TU WE TH FR SA
29 30 31 1 2 3 4
5 6 7 8 9 10 11
12 13 14 15 16 17 18
19 20 21 22 23 24 25
26 27 28 29 30

December 17
SU MO TU WE TH FR SA
1 2
3 4 5 6 7 8 9
10 11 12 13 14 15 16
17 18 19 20 21 22 23
24 25 26 27 28 29 30
31 1 2 3 4 5 6

Other Calendars
☐ Meeting Sched... 6076
☐ FSJ Meeting Room 215
☐ Time Away 4194
☐ Vehicles 4065
☒ Director's Calen... 848

November-5 - 11-17 Dawson Creek, Canada Today 27° F/15° F Tomorrow 20° F/4° F Wednesday 17° F/2° F Search Director's Calendar (Ctrl+E)

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
5	6	7	8	9	10	11
7 AM				[Director Dan Rose] - prrd boar...		
8						
9						
10	[Director Lori Ackerman] - Cc					
11				[Direc Leona Hiebe] - Board Meeti Dawsc Creeel		
12 PM						
1	[Director Dan Rose] - Kiskatinaw & Sunset Mtg (Dir Rose/Tm/JR) PRRD DC Boardroom					
2						
3						
4						
5						

Mail Calendar People Tasks ...

ITEMS: 35 REMINDERS: 1

THIS FOLDER IS UP TO DATE. ONLINE 100%

November 16, 2017





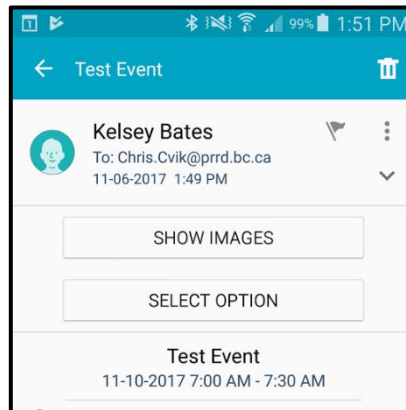
Outlook Calendar Instructions – Android Phone

Step 1 – Receive the Invitation:

Conference and travel opportunities will be sent from the Executive Assistant (EA).

Local events will be sent from the Reception Calendar.

Sample Email:



Step 2 – Respond to the Invitation - Accept, Decline or Tentative

Please review the invitation carefully, all reports, call-in numbers, agendas etc. will be included with the calendar invitation.

****PLEASE NOTE RSVP DEADLINES IN THE BODY OF THE CALENDAR. ****

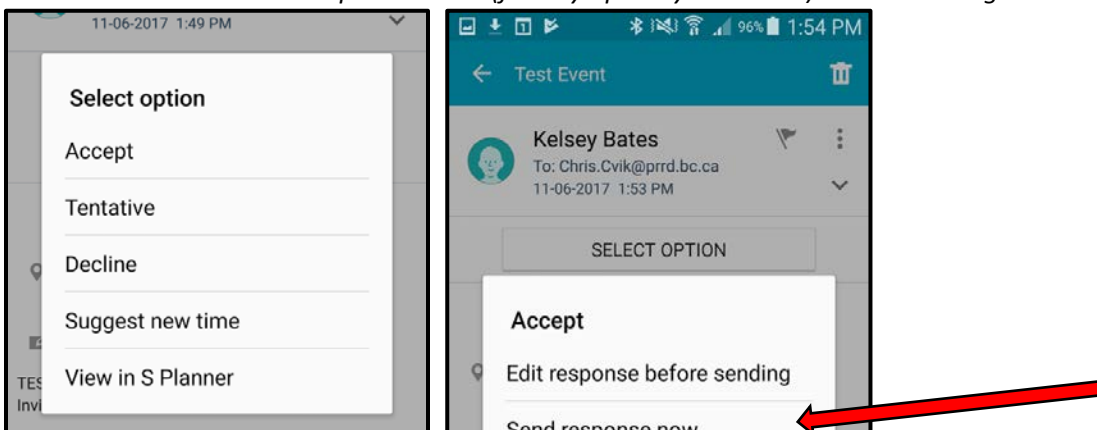
If you ACCEPT – The EA will register you for the conference OR the Receptionist will RSVP on your behalf.

If you are TENTATIVE – no action will be taken.

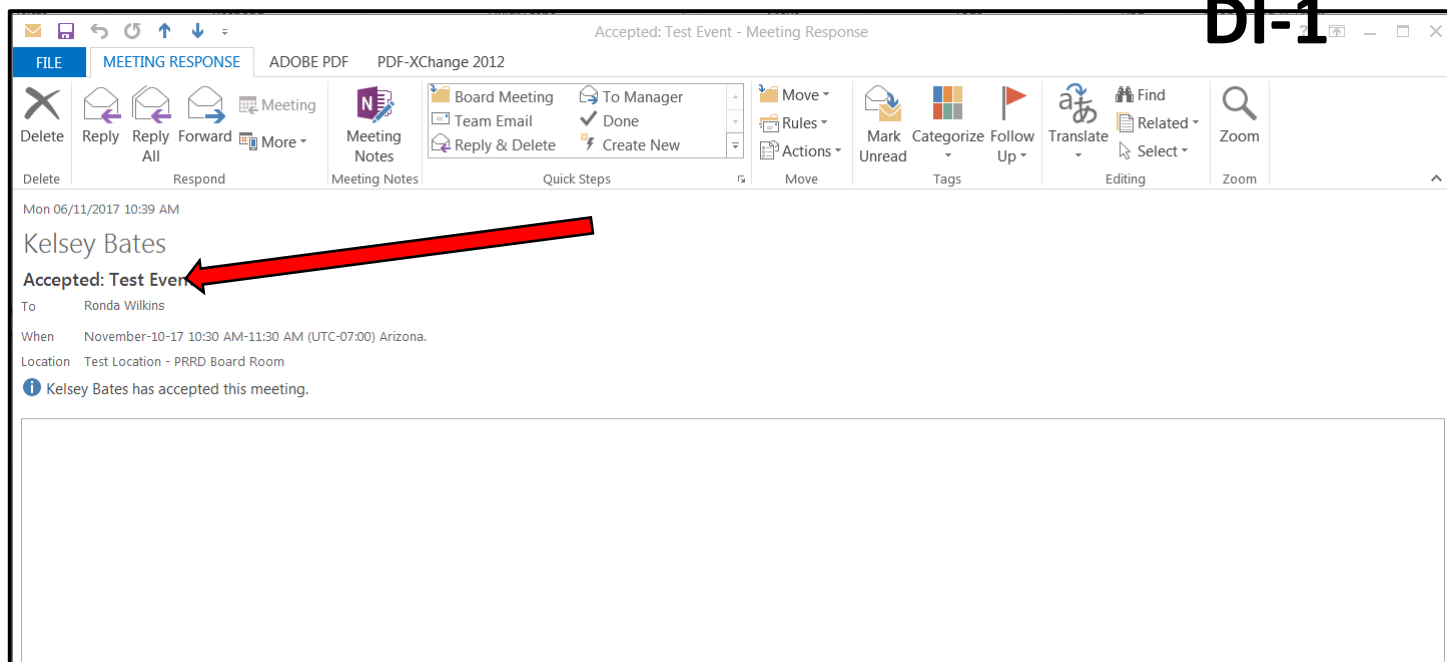
If you DECLINE – no action will be taken.

If you provide **No Response** – no action will be taken.

Please choose “Send the Response Now” (for any option you choose) so the meeting coordinator will receive your response.

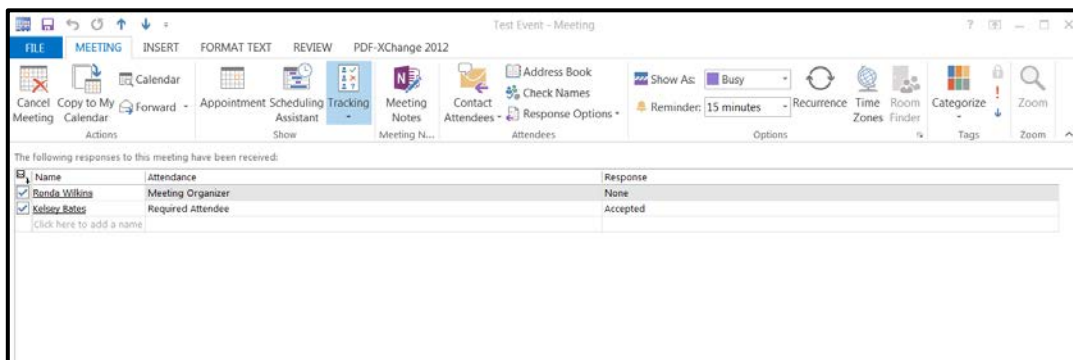


Step 3 – Staff Receive Your Response



The person who sent the invitation (EA, Reception, Electoral Area Manager or other staff) will receive your response.

The calendar tool tracks responses automatically:



Step 4 – Changing a Response

If you change your mind after accepting/declining the invitation, please contact the meeting coordinator via email or phone.

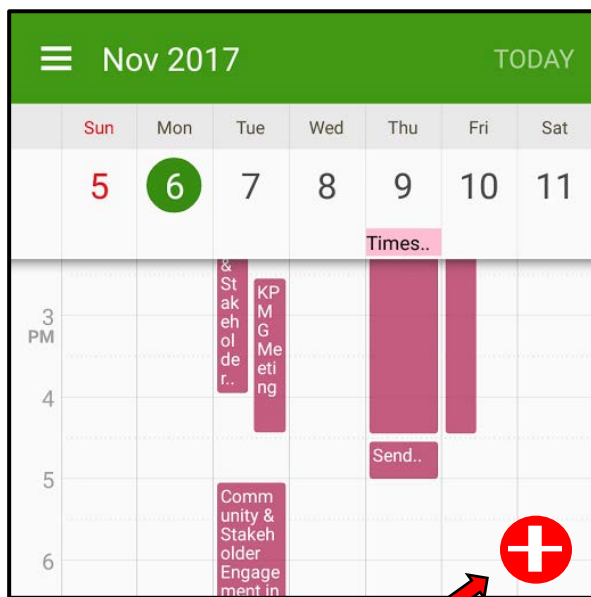
Step 5 – Entering Personal Bookings

As we move forward using the calendar for a communication tool, please enter your personal appointments into your PRRD calendars. This will ensure the Electoral Area Manager will have your most up-to-date availability for play reasons.

DI-1

To book in your personal appointments, vacations or other time away:

- From your calendar window, click the plus button in the bottom right corner
- Enter the Title, Location and Time(s).
- Click save, the event will appear in your calendar.



Add event ▼ CANCEL SAVE

Calendar
cvikchris@gmail.com

Title

Location

Start Thu, 11/09/2017 07:00 PM

End Thu, 11/09/2017 08:00 PM

- If you do not wish staff to know why you are busy, mark the event private by clicking view more options. This will enable the Electoral Area Manager to see when you are available/unavailable, but not why.

Add event ▼ CANCEL SAVE

Location

Start Thu, 11/09/2017 07:00 PM

End Thu, 11/09/2017 08:00 PM

All day ☐

Reminder +

VIEW MORE OPTIONS

Add event ▼ CANCEL SAVE

Participants

Show me as
Busy

Privacy
Default

Repeat
One-time event

Show me as
Busy

Privacy

Default ☒

Private ☐

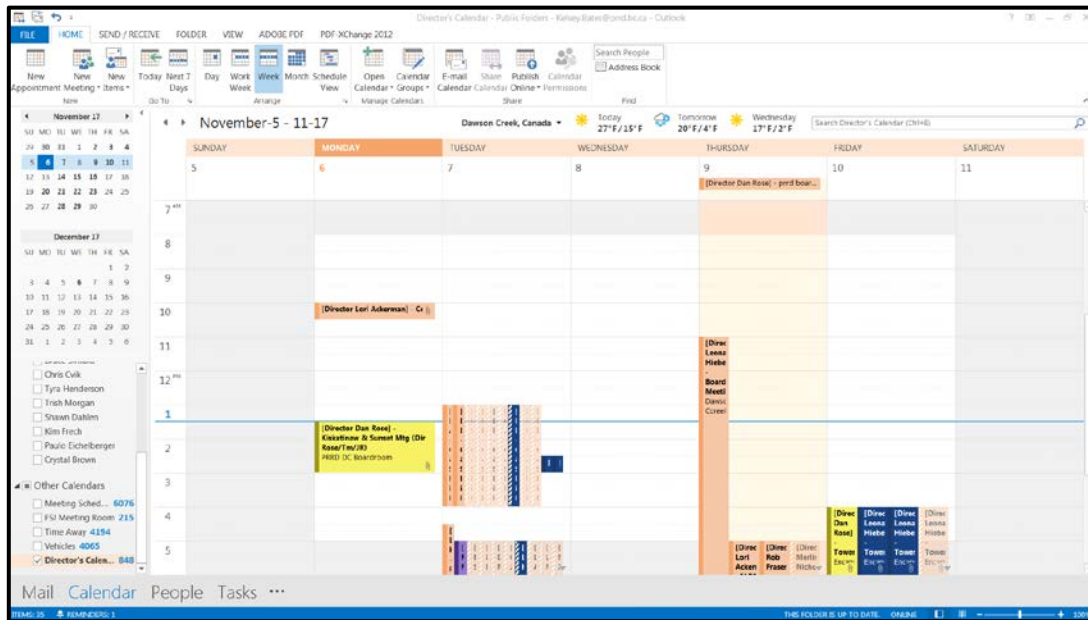
Public ☐

CANCEL

Step 6 - Electoral Area Manager Calendar View:

The IT Department has setup an innovative feature for the Electoral Area Manager – an autopopulated calendar. When the EA or Receptionist invite you to an event or conference these events will autofill into a group calendar created specifically for Directors. From this calendar, the Electoral Area Manager can see which Directors have accepted which invitations and see conflicts to plan around. This is a useful tool for planning future meetings.

DI-1





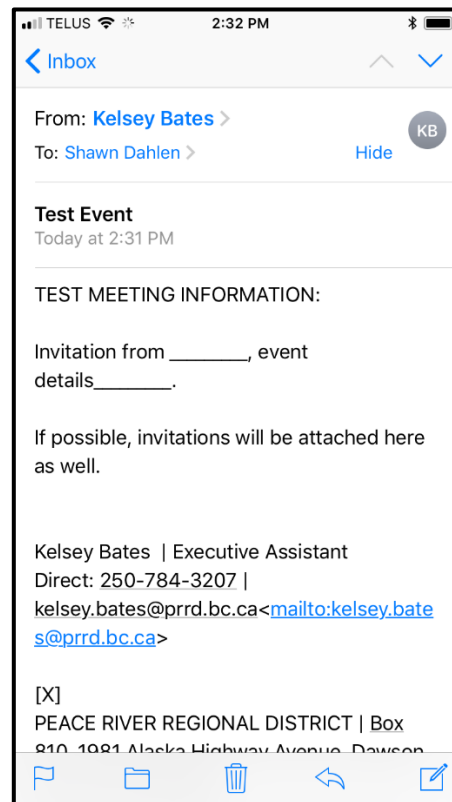
Outlook Calendar Instructions – Apple Phone

Step 1 – Receive the Invitation:

Conference and travel opportunities will be sent from the Executive Assistant (EA).

Local events will be sent from the Reception Calendar.

Sample Email:



Step 2 – Respond to the Invitation - Accept, Decline or Tentative

Please review the invitation carefully, all reports, call-in numbers, agendas etc. will be included with the calendar invitation.

****PLEASE NOTE RSVP DEADLINES IN THE BODY OF THE CALENDAR. ****

If you ACCEPT – The EA will register you for the conference OR the Receptionist will RSVP on your behalf.

If you are TENTATIVE – no action will be taken.

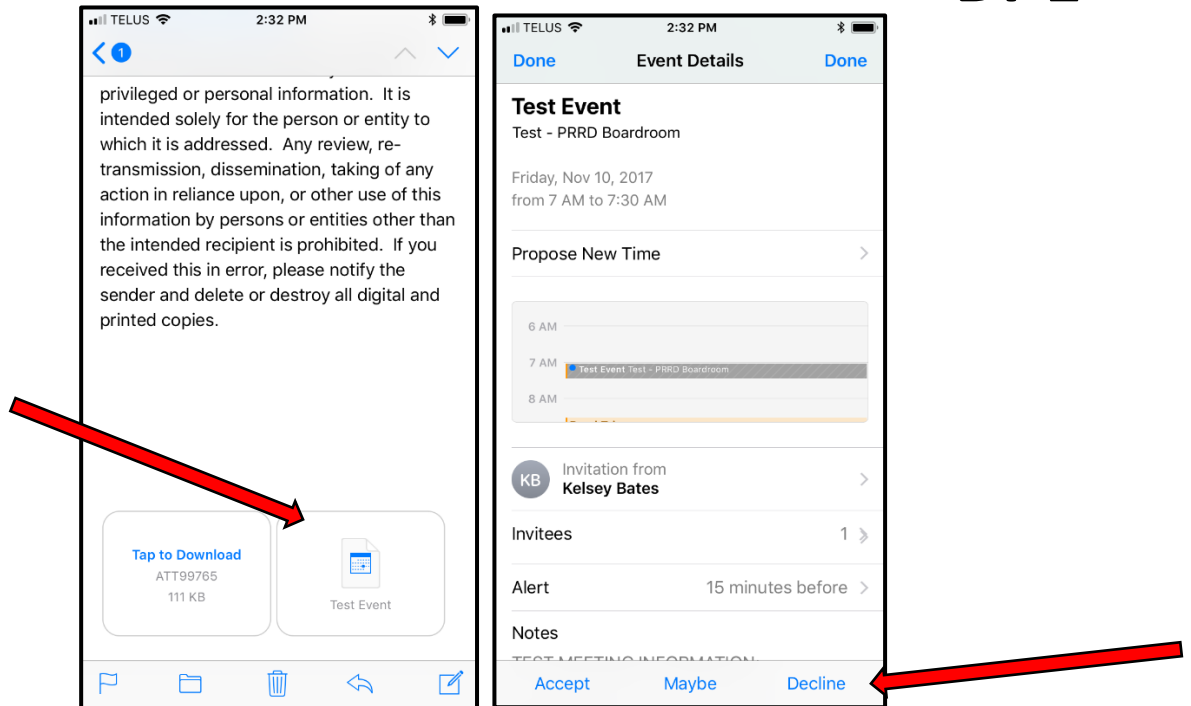
If you DECLINE – no action will be taken.

If you provide **No Response** – no action will be taken.

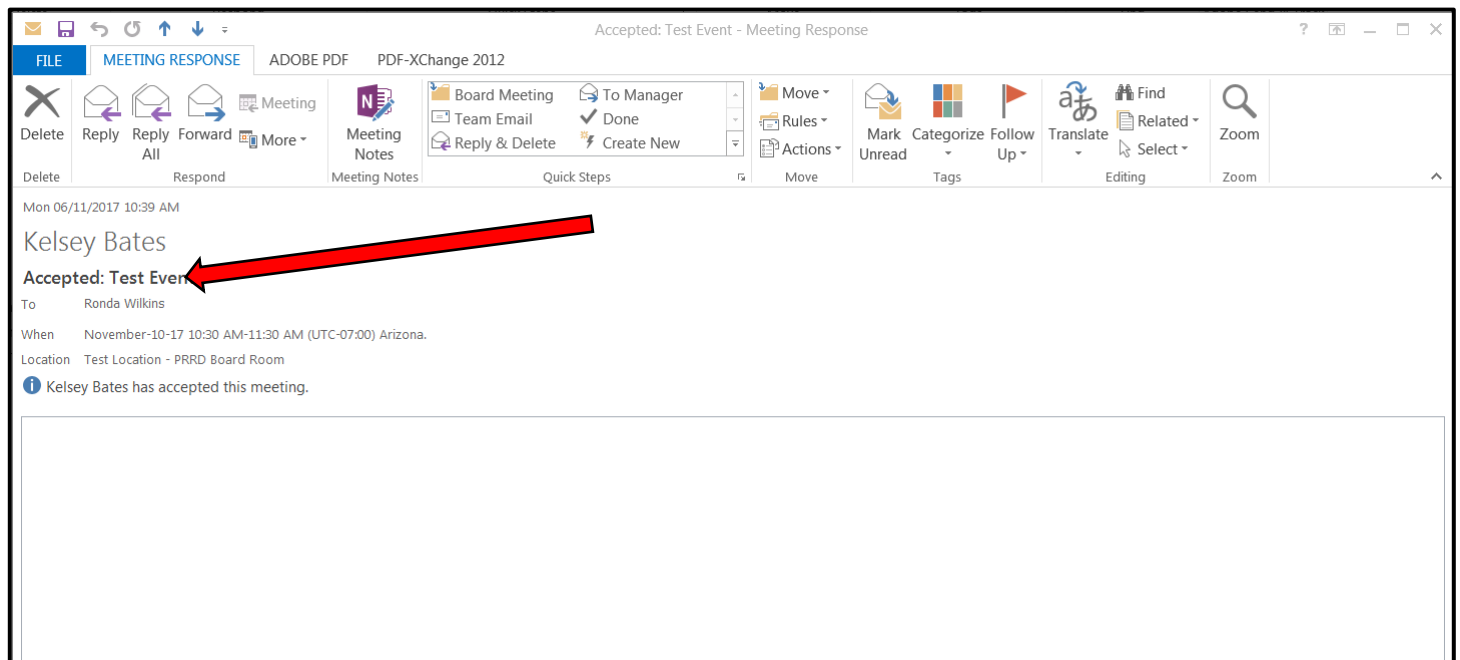
- Scroll to the bottom of the message

- Download the document with the calendar icon and event name
- When it downloads and automatically opens, choose your response

DI-1

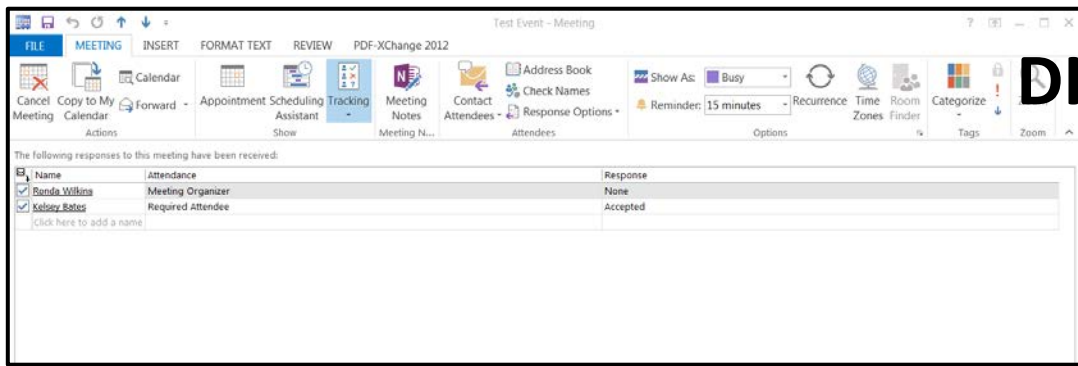


Step 3 – Staff Receive Your Response



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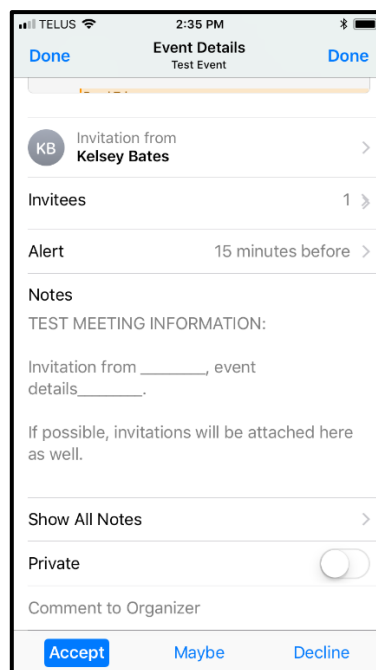
The calendar tool tracks responses automatically:



DI-1

Step 4 – Changing a Response

- If you change your mind, you can search your trash folder for the event invitation.
- Once you find it, open it and repeat steps 1 and 2.



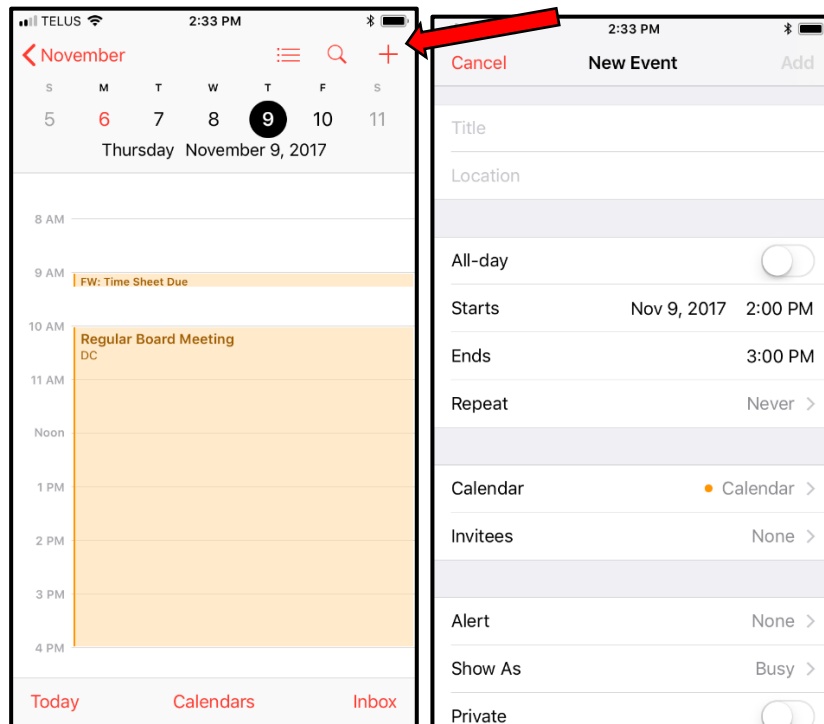
Step 5 – Entering Personal Bookings

As we move forward using the calendar for a communication tool, please enter your personal appointments into your PRRD calendars. This will ensure the Electoral Area Manager will have your most up-to-date availability for plenary reasons.

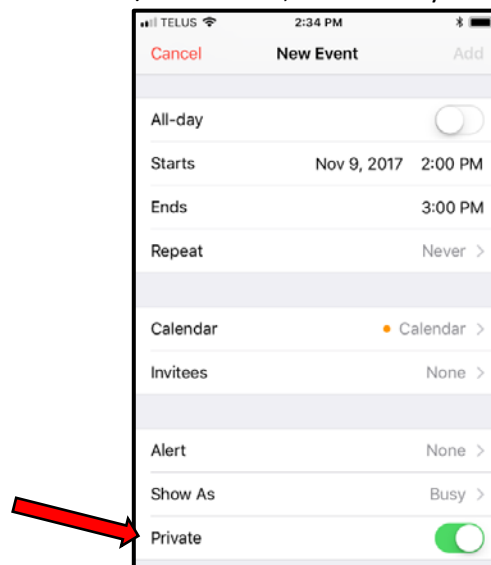
To book in your personal appointments, vacations or other time away:

- From your calendar window, click the plus button in the top right
- Enter the Title, Location and Time(s).
- Click add in the top right corner, the event will now show in your calendar.

DI-1



- **If you do not wish staff to know why you are busy, mark the event private.** This will enable the Electoral Area Manager to see when you are available/unavailable, but not why.

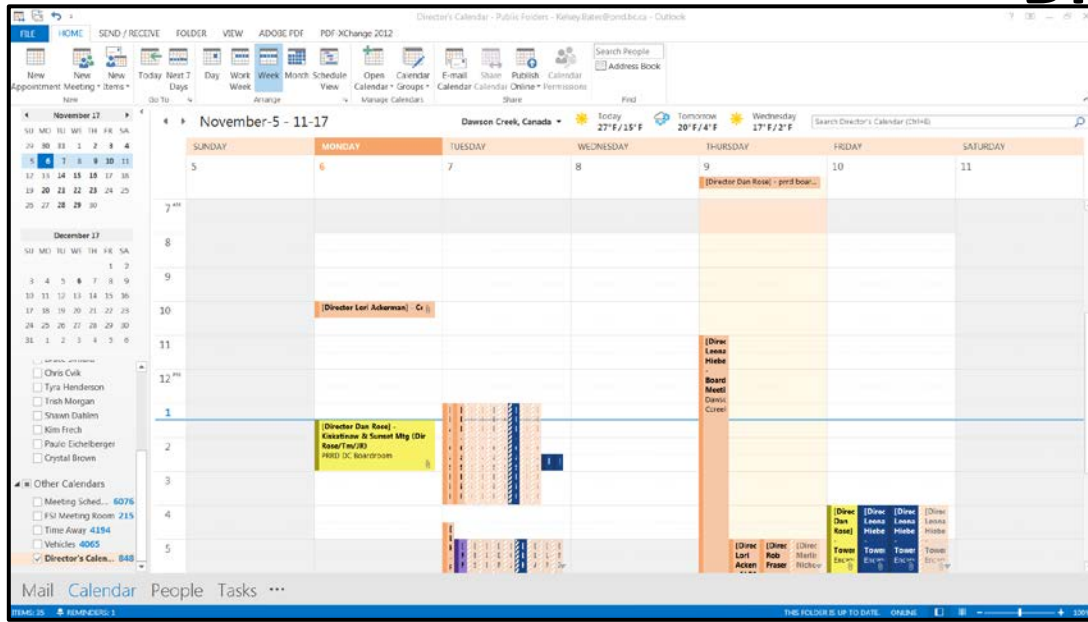


Step 6 - Electoral Area Manager Calendar View:

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Directors. From this calendar, the Electoral Area Manager can see which Directors have accepted which invitations and see conflicts to plan around. This will also be a useful tool for planning meetings.

DI-1



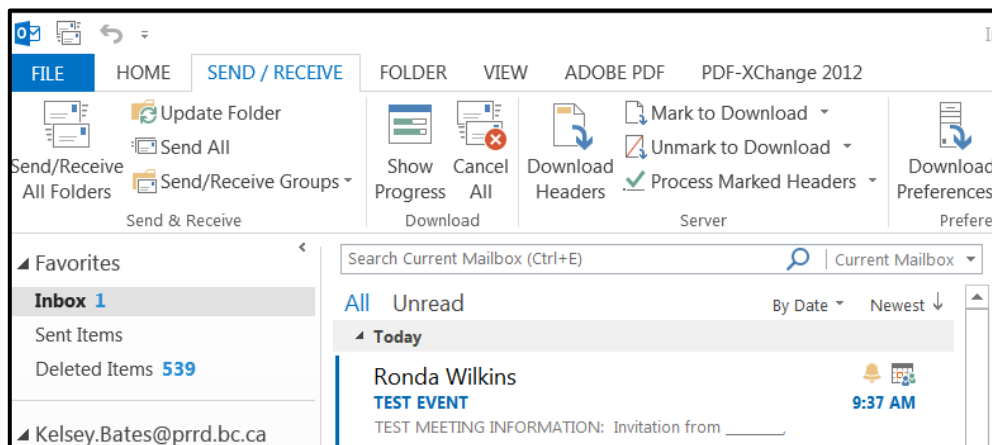


Outlook Calendar Instructions – Computer View

Step 1 – Receive the Invitation:

Conference and travel opportunities will be sent from the Executive Assistant (EA).

Local events will be sent from the Reception Calendar.



Step 2 – Respond to the Invitation - Accept, Decline or Tentative

Please review the invitation carefully, all reports, call-in numbers, agendas etc. will be included with the calendar invitation.

****PLEASE NOTE RSVP DEADLINES IN THE BODY OF THE CALENDAR. ****

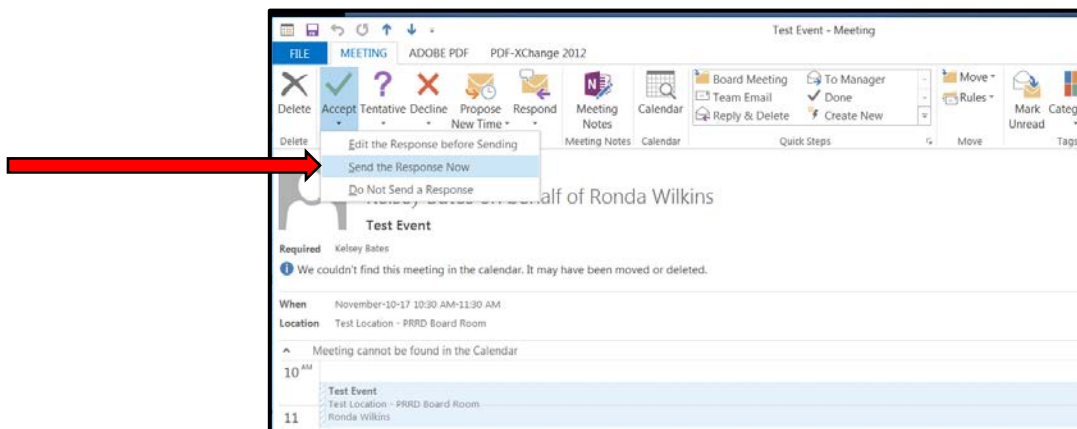
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If you are TENTATIVE – no action will be taken.

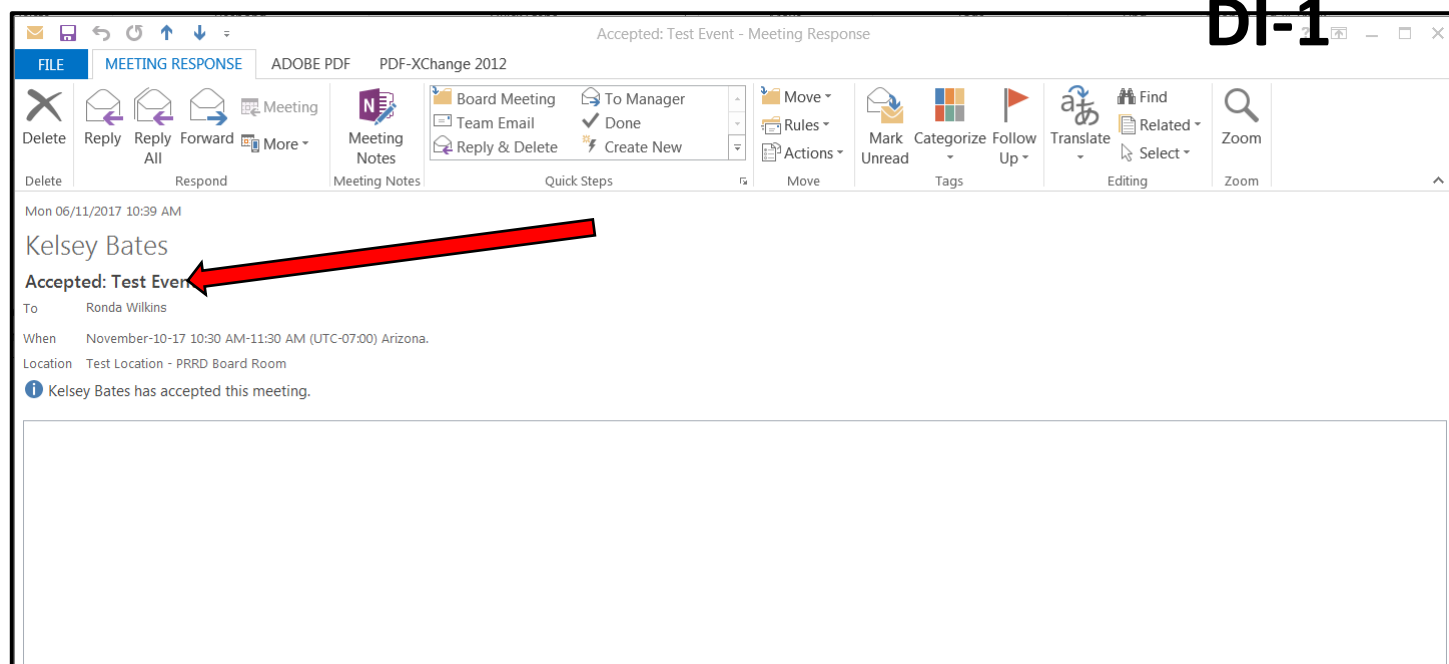
If you DECLINE – no action will be taken.

If you provide **No Response** – no action will be taken.

Please choose “Send the Response Now” (for any option you choose) so the meeting coordinator will receive your response.

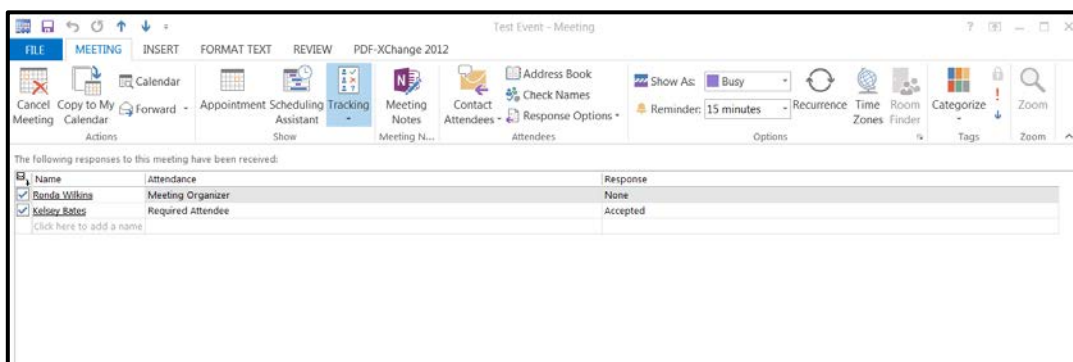


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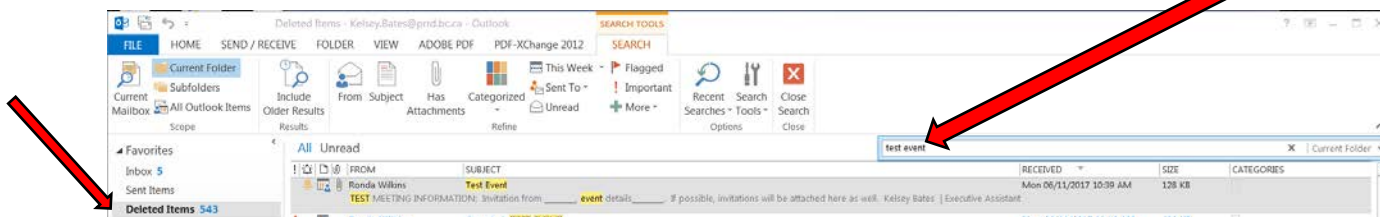
The calendar tool tracks responses automatically:



Step 4 – Changing a Response

If you want to change your reply:

- Search your deleted folder for the calendar invitation
- Double click to open event



- Change the response accordingly.
- Click Save and Close – the event will now appear in your calendar

Test Event Meeting

FILE MEETING INSERT FORMAT TEXT REVIEW PDF-XChange 2012

Save & Close Delete Copy to My Calendar Forward Appointment Scheduling Assistant Meeting Notes Accept Tentative Decline Propose New Time Respond

Declined on 06/11/2017 10:40 AM.

Organizer Kelsey Bates on behalf of Ronda Wilkins Sent Mon 06/11/2017 10:16 AM

Subject Test Event

Location Test Location - PRRD Board Room

Start time Fri 10/11/2017 10:30 AM All day event

End time Fri 10/11/2017 11:30 AM

TEST MEETING INFORMATION:

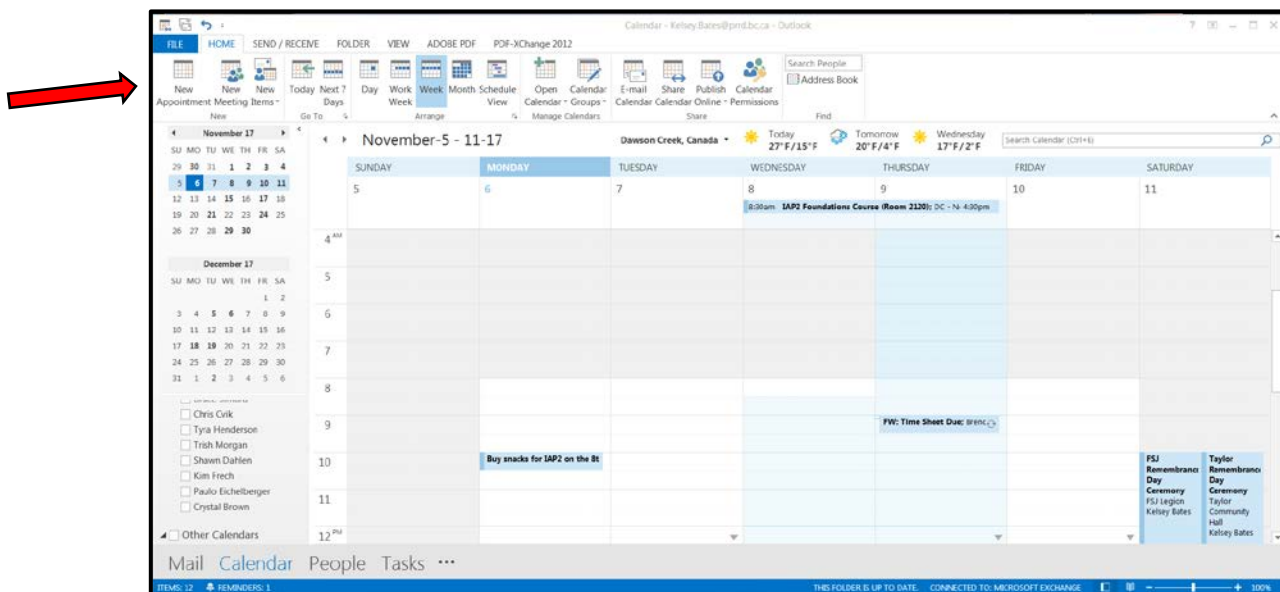
Invitation from event details

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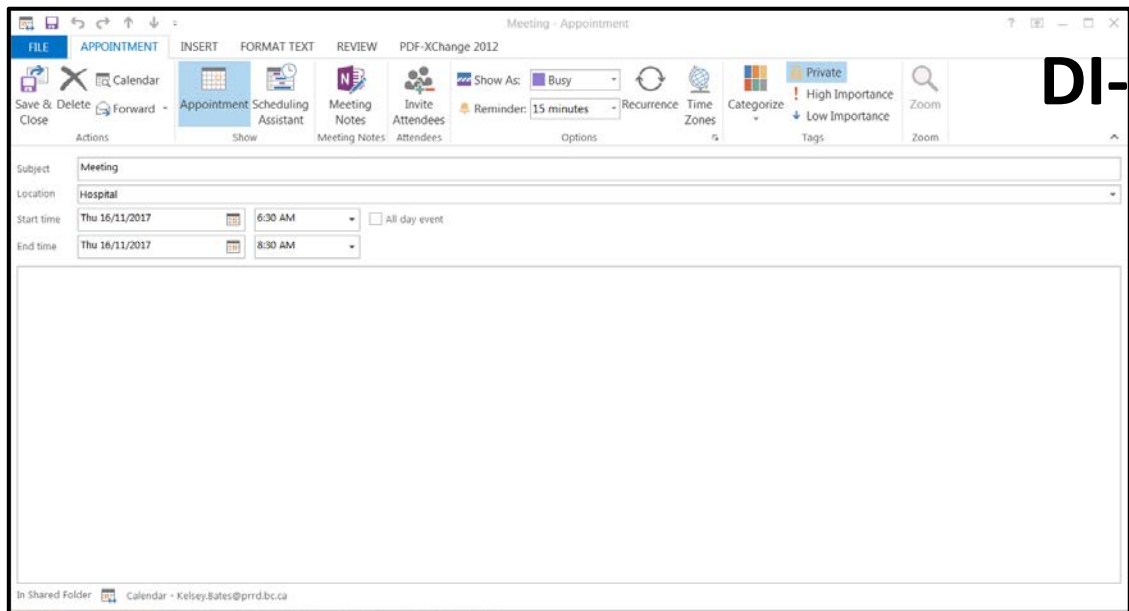
To book in your personal appointments, vacations or other time away:

- From your calendar window, click new appointment
- Enter the Subject, Location and Time(s).



- For personal events, there is a privacy feature, as outlined on the next page.
- **If you do not wish staff to know why you are busy, mark the event private.** This will enable the Electoral Area Manager to see when you are available/unavailable, but not why.

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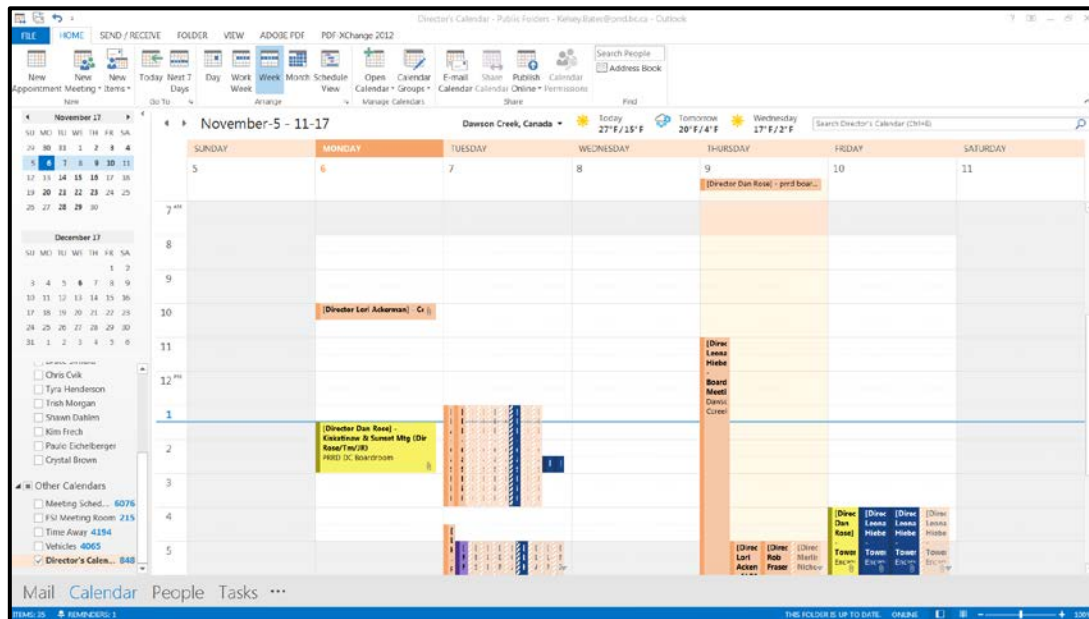


DI-1

- Click save and close, the event will appear in your calendar.

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The IT Department has setup an innovative feature for the Electoral Area Manager – an autopopulated calendar. When the EA or Receptionist invite you to an event or conference these events will autofill into a group calendar created specifically for Directors. From this calendar, the Electoral Area Manager can see which Directors have accepted which invitations and see conflicts to plan around. It will also be a plenary tool for booking meetings.



British Columbia News

BC Rural Dividend program announces fourth intake

<https://news.gov.bc.ca/15812>

Thursday, November 9, 2017 10:30 AM

Victoria - Applications for funding in the fourth intake of the BC Rural Dividend program will be accepted Nov. 15 to Dec. 15, 2017, Minister of Forests, Lands, Natural Resource Operations and Rural Development Doug Donaldson announced today.

“I encourage local governments, not-for-profit organizations and First Nations to get their applications submitted,” said Donaldson. “We’re committed to action that will strengthen rural economies and provide jobs in rural communities.”

Single applicants can apply for up to \$100,000 for community-driven projects and must contribute at least 20% of the total project cost. Partnerships, involving more than one eligible applicant, can apply for up to \$500,000 and must contribute 40% of the total project cost.

A project-development funding stream will provide up to \$10,000 to help communities with limited capacity build the business cases and feasibility assessments needed to develop strong projects and support the development of future project applications.

Under the BC Rural Dividend program’s special circumstances allowance, which is used to help rural communities facing economic hardship, funding will also support those communities hard hit by wildfires in 2017.

Projects will be assessed and approved based on the following criteria:

- Rural communities most in need
- Improved community resiliency and economic strength
- Partnership building and enhanced shared prosperity
- Project feasibility and sustainability
- Economic impact on rural communities
- Attracting and retaining youth
- Innovation in economic development

The fourth intake program guide and detailed instructions on how to apply are available on the BC Rural Dividend website: www.gov.bc.ca/ruraldividend

Fourth intake results will be announced before March 31, 2018.

Contacts

Media Relations

Ministry of Forests, Lands,
Natural Resource Operations and Rural Development
250 356-7506

November 16, 2017

From: Director Leonard Hiebert
Sent: Wednesday, November 15, 2017 5:30 PM
To: Crystal Brown <Crystal.Brown@prrd.bc.ca>
Subject: RE: Pouce Coupe recycling bins

Hi Crystal,
Yes I would like to bring it forward, even if it is for discussion so we do not lose track of it.

Thanks,

Leonard Hiebert
Electoral Director Area "D"
250-219-8098
leonard.hiebert@prrd.bc.ca

-----Original Message-----

From: Crystal Brown
Sent: Wednesday, November 15, 2017 10:25
To: Director Leonard Hiebert <leonard.hiebert@prrd.bc.ca>
Subject: FW: Pouce Coupe recycling bins

See the response from Paulo below. Do you still want it submitted for RBAC?

-----Original Message-----

From: Paulo Eichelberger
Sent: Wednesday, November 15, 2017 9:30 AM
To: Crystal Brown <Crystal.Brown@prrd.bc.ca>
Subject: RE: Pouce Coupe recycling bins

Hey, Crystal.

Those bins were put in place by R3. As you'll recall, R# publicly notified the PRRD on October 1st that they would be making their operational changes which included removal of the unmanned bin site due to Pouce Coupe having a curbside recycling program (this is in keeping with the clause in the contract). In keeping with their contract they provided us with 30 days' notice of the change.

I did hear from Director Lavoie with Pouce Coupe last week and he did say that they would likely put forward a letter request to the Board/SWC to have the bins reinstated - that letter has now been received. We will be raising the issue with our SWC Chair and operationally, we will be touching base with R3 as they will likely request an amendment to their contract as this will be an added cost.

Pop on over if you'd like to chat further on this. Cheers.

Paulo Eichelberger | General Manager of Environmental Services
Direct: 250-784-3226 | paulo.eichelberger@prrd.bc.ca PEACE RIVER REGIONAL DISTRICT | Box 810, 1981
Alaska Highway Avenue, Dawson Creek, BC V1G 4H8 Toll Free: (24 hrs): 1-800-670-7773 | Office: 250-784-3200 | Fax: 250-784-3201 | www.prrd.bc.ca

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-----Original Message-----

From: Crystal Brown
Sent: Wednesday, November 15, 2017 8:26 AM
To: Paulo Eichelberger <Paulo.Eichelberger@prrd.bc.ca>
Subject: FW: Pouce Coupe recycling bins

Paulo,

Do you know which bins they are referring to , who owed them and who took them out?

-----Original Message-----

From: Director Leonard Hiebert
Sent: Wednesday, November 15, 2017 8:05 AM
To: Crystal Brown <Crystal.Brown@prrd.bc.ca>
Subject: FW: Pouce Coupe recycling bins

Hi Crystal,
Can we discuss this at either RBAC/EADC?

Thanks,

Leonard Hiebert
Electoral Director Area "D"
250-219-8098
leonard.hiebert@prrd.bc.ca

-----Original Message-----

From: Patt Kendrew [<mailto:pattkendrew@gmail.com>]
Sent: Thursday, November 09, 2017 20:44
To: Director Leonard Hiebert <leonard.hiebert@prrd.bc.ca>
Subject: Pouce Coupe recycling bins

Hello Leonard

We live in the rural area just outside the Pouce Coupe boundary and we're recently disappointed to find that the recycling bins by the Pouce Coupe school have been removed. The new in-town recycling pickup service is obviously not available to us. We believe a large number of people in the rural area were using these bins. The nearest recycling is now in Dawson Creek (the Walmart area). We kindly request that you use your influence to return this well used service to an area that rural Pouce Coupe residents can easily access. We appreciate your attention to this matter.

From Patt and John Kendrew
Sent from my iPad

November 16, 2017

Updated: August 22, 2017

ELECTORAL AREA DIRECTORS' COMMITTEE

DIARY ITEMS

	<u>Item</u>	<u>Status</u>	<u>Notes</u>	<u>Diarized</u>
1.	North Pine TV Tower	On-going		August 17, 2107