



# PEACE RIVER REGIONAL DISTRICT

## JANUARY BOARD MEETING MINUTES

DATE: January 12, 2017

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT:

**Directors**

Chair Sperling, Electoral Area 'C'  
Vice-Chair Rose, Electoral Area 'E'  
Director Ackerman, City of Fort St. John  
Director Bumstead, City of Dawson Creek  
Director Goodings, Electoral Area 'B'  
Director Hiebert, Electoral Area 'D'  
Director Johansson, District of Hudson's Hope  
Director McPherson, District of Tumbler Ridge  
Director Michetti, Village of Pouce Coupe  
Director Nichols, District of Chetwynd  
Director Stewart, City of Fort St. John

**Alternate Directors**

Alternate Director Ponto, District of Taylor

**Absent**

Director Fraser, District of Taylor

**Staff**

Chris Cvik, Chief Administrative Officer  
Shannon Anderson, Deputy Chief Administrative Officer  
Tyra Henderson, Corporate Officer  
Kim Frech, Chief Financial Officer  
Paulo Eichelberger, General Manager of Environmental Services  
Trish Morgan, General Manager of Community and Electoral Area Services  
Bruce Simard, General Manager of Development Services  
Fran Haughian, Communications Manager / Commission Liaison  
Jennifer Moore, Manager North Peace Economic Development Commission  
Barb Coburn, Recording Secretary

**Others**

Ryan White, Chinook Energy  
Justin McKinnon  
O'Brian Blackall, Fort St. John  
Rob Brown, The Mirror

Lorna Wollen, Montney  
Kim Phillips, Fort St. John  
Chris Newton, Moose FM  
Jonny Wakefield, Alaska Highway News

**Delegations**

D-1 Peace Liard Regional Arts Council  
Donna Kane, Executive Director  
Sue Popesku, President  
Kit Fast, Dawson Creek Art Gallery

D-2 Wolverine Nordic & Mountain Society (WNMS)  
Dr. Charles Helm, Secretary  
Birgit Sharman, President

D-3 North Central Local Government Association (NCLGA)  
Laurey-Anne Roodenburg, President  
Shaely Wilbur, Vice-President

Call to Order                      The Chair called the meeting to order at 10:43 a.m.

**DIRECTORS' NOTICE OF NEW BUSINESS:**

Director Sperling                Internal Audit

**ADOPTION OF AGENDA:**

**ADOPTION OF AGENDA**

RD/17/01/01

MOVED Director McPherson, SECONDED Director Hiebert,  
That the Peace River Regional District Board agenda for the January 12, 2017 meeting,  
including Director's new business and additional items for the agenda, be adopted as  
amended:

1. **Call to Order**
2. **Directors' Notice of New Business**
3. **Adoption of Agenda**
4. **Adoption of Minutes**  
M-1 Regional Board Meeting Minutes of December 9, 2016
5. **Business Arising from the Minutes**
6. **Delegations**
  - D-1 Peace Liard Regional Arts Council (11:30 a.m.)  
Re: Presentation to Regional Board  
Donna Kane, Executive Director
  - D-2 Wolverine Nordic & Mountain Society (WNMS) (1:30 p.m.)  
Re: WNMS Trails Projects  
Dr. Charles Helm, Secretary  
Birgit Sharman, President
  - Handout:*  
D-3 North Central Local Government Association (2:00 p.m.)  
Re: Peace River Regional District Concerns  
Laurey-Anne Roodenburg, President  
Shaely Wilbur, Vice-President
7. **Petitions**
8. **Correspondence**
  - C-1 November 25, 2016 – City of Fort St. John – High on Ice Festival 2017
  - C-2 November 28, 2016 – District of Chetwynd – Chetwynd Municipal Airport Improvements
  - C-3 December 1, 2016 – Spark Women's Leadership Conference – Request for Sponsorship
  - C-4 December 12, 2016 – Chetwynd & District Rec Centre – Arena Floor Disposal
  - C-5 December 14, 2016 – North Central Local Government Association (NCLGA) – NCLGA 2017 Annual General Meeting and Convention
  - C-6 December 21, 2016 – Ministry of Forests, Lands and Natural Resource Operations; and  
December 15, 2016 – Ministry of Aboriginal Relations & Reconciliation – Peace Moberly Tract
  - C-7 December 21, 2016 – Ministry of Community, Sport and Cultural Development – Rural Education Practices and Funding
  - C-8 December 14, 2016 – Ministry of Environment – Zone Management Policy
  - Handouts:*  
C-9 911 Dispatch – Expressions of Concern
9. **Reports**
  - R-1 December 9, 2016 – Kim Frech, Chief Financial Officer – 2017-2021 Financial Plan
  - R-2 December 8, 2016 – Kim Frech, Chief Financial Officer – 2016 Auditor Work Plan
  - R-3 December 14, 2016 – Chris Cvik, Chief Administrative Officer – Release of Resolution from Closed Board Meeting

RD/17/01/01  
(continued)

**Adoption of Agenda: (continued)**

**9. Reports (continued)**

- R-4 December 13, 2016 – Trish Morgan, General Manager of Community & Electoral Area Services – Recommendations from the December 1, 2016 Electoral Area Directors' Committee Meeting
- R-5 December 20, 2016 – Chris Cvik, Chief Administrative Officer – Summer Board Meeting Frequency
- R-6 December 20, 2016 – Director Goodings, Electoral Area 'B' – Meeting with the Honourable John Rustad, Minister of Aboriginal Relations & Reconciliation
- R-7 December 19, 2016 – Chris Cvik, Chief Administrative Officer – Proposed Committee of the Whole Meeting
- R-8 December 20, 2016 – Chris Cvik, Chief Administrative Officer – Farmers' Advocacy Office – Letter of Advocacy
- R-9 December 20, 2016 – Chris Cvik, Chief Administrative Officer – Mutual Aid – Request for Early Termination
- R-10 January 4, 2017 - Trish Morgan, General Manager of Community and Electoral Area Services - Annual Joint Meetings with School District 60
- R-11 December 21, 2016 – Chris Cvik, Chief Administrative Officer – Notice of Motion – Request for Reconsideration
- R-12 December 20, 2016 – Chris Cvik, Chief Administrative Officer – Reconsideration of Sub-Regional Building Inspection
- R-13 December 29, 2016 - Jill Rickert, Community Services Coordinator, Community and Electoral Area Services - Peace Liard Regional Arts Council – 2017 Annual Grant Application
- R-14 January 3, 2017 - Kim Frech, Chief Financial Officer - Solid Waste Borrowing for North Peace Landfill Front Entrance Capital Works
- R-15 January 3, 2017 - Fran Haughian, Communications Manager/Commission Liaison - Communications Department Staffing Request
- R-16 ALR Subdivision Application 232/2016 (Bellhouse)
- R-17 ALR Non-farm Use Application 240/2016 (Wildfire Land & Cattle)
- R-18 Development Variance Permit 234-2016 (Phillips)
- R-19 Temporary Use Permit 244-2016 (Chinook Energy)
- R-20 December 12, 2016 - Bryna Casey, Parks and Rural Recreation Coordinator - Coaching Symposium – 2015 World Under-17 Hockey Challenge Legacy Fund
- R-21 December 15, 2016 - Bryna Casey, Parks and Rural Recreation Coordinator - Funding Support for the 2017 World Under-17 Hockey Challenge
- R-22 January 4, 2017 - Kole A. Casey, South Peace Land Use Planner - Wartenbe Wind Project Crown Referral for Amendment to LOO and an Occupant License to Cut. (Crown Reference # 8014641)
- R-23 January 5, 2017 - Claire Negrin, Assistant Manager of Development Services - PRRD Private Campground Guidelines
- R-24 December 28, 2016 - Chris Cvik, Chief Administrative Officer - Strategic Plan Update
- R-25 January 4, 2017 - Chris Cvik, Chief Administrative Officer - Quarterly Listing - Open Board Items
- R-26 December 12, 2016 - Christina Wards, Assistant Treasurer - Credit Card Policy
- R-27 December 12, 2016 - Chris Cvik, Chief Administrative Officer - Notice of Closed Session - January 12, 2017 Board Meeting

**10. Bylaws**

B-1 Board Procedure Amendment Bylaw No. 2278, 2016

**Consideration of Adoption**

- a) December 13, 2016 report from Chris Cvik, Chief Administrative Officer; and
- b) "Board Procedure Amendment Bylaw No. 2278, 2016"

B-2 Official Community Plan Amendment Bylaw No. 2267, 2016 and Zoning Amendment Bylaw No. 2268, 2016 (Golden Sunrise Land Development Ltd.)

**Consideration of First and Second Readings**

- a) November 3, 2016 report from Ashley Murphey, North Peace Land Use Planner; and
- b) "Official Community Plan Amendment Bylaw No. 2267, 2016"; and
- c) "Zoning Amendment Bylaw No. 2268, 2016"

*Handout:* Golden Base Oilfield Contracting Ltd. Presentation

RD/17/01/01  
(continued)

**Adoption of Agenda: (continued)**

**10. Bylaws (continued)**

B-3 Official Community Plan Amendment Bylaw No. 2257, 2016 and Zoning Amendment Bylaw No. 2258, 2016 (Danamark Enterprises Ltd.)

**Consideration of Third Reading and Adoption**

- a) November 29, 2016 report from Kole Casey, South Peace Land Use Planner; and
- b) "Official Community Plan Amendment Bylaw No. 2257, 2016"; and
- c) "Zoning Amendment Bylaw No. 2258, 2016"

B-4 Zoning Amendment Bylaw No. 2272, 2016 (CL Lagoons)

**Consideration of Third Reading and Adoption**

- a) January 5, 2017 report from Bruce Simard, General Manager of Development Services; and
- b) "Zoning Amendment Bylaw No. 2272, 2016"

B-5 Zoning Amendment Bylaw No. 2273, 2016 (FSJ Lagoon)

**Consideration of Third Reading and Adoption**

- a) November 29, 2016 report from Bruce Simard, General Manager of Development Services; and
- b) "Zoning Amendment Bylaw No. 2273, 2016 (FSJ Lagoons)"

B-6 Building Bylaw No. 2131, 2014 Amendment Bylaw No. 2279, 2017

**Consideration of First Reading**

- a) January 4, 2017 report from Bruce Simard, General Manager of Development Services; and
- b) "Building Bylaw No. 2131, 2014 Amendment Bylaw No. 2279, 2017"

**11. Strategic Plan**

- a) Strategic Plan
- b) Agenda Preparations Schedule
- c) Schedule of Events

**12. New Business**

NB-1 Director Sperling - Internal Audit

**13. Appointments**

A-1 December 1, 2016 – Municipal Finance Authority of BC – Appointment of Member(s)  
a) 2017 List of Board Appointments

**14. Consent Calendar (for consideration and receipt)**

MA-1 Chetwynd Public Library Regular Board Meeting Minutes of October 25, 2016

MA-2 Rural Budgets Administration Committee Draft Meeting Minutes of December 1, 2016

MA-3 Electoral Area Directors' Committee Meeting Minutes of December 1, 2016

MA-4 Civic Properties Commission Meeting Minutes of November 22, 2016

CA-1 Letters of Withdrawal from the South Peace Economic Development Commission

CA-2 December 7, 2016 – BC Hydro – Notice of Site C Construction Activities

CA-3 December 7, 2016 – North Central Local Government Association (NCLGA) – NCLGA Board Meeting Highlights

CA-4 December 1, 2016 – Minister of Environment and Climate Change – Pacific NorthWest LNG Project

CA-5 December 7, 2016 – Minister of Forests, Lands and Natural Resource Operations – Wildfire and Flood Mitigation

CA-6 December 14, 2016 – Local Government Leadership Academy – 2017 Leadership Forum

CA-7 December 8, 2016 – North Central Local Government Association (NCLGA) – NCLGA Update

CA-8 December 21, 2016 – Director Goodings, Electoral Area 'B' – Comments to Federal Environmental Assessment Processes Review

CA-9 December 15, 2016 – Ministry of Health – Air Ambulance Services

CA-10 December 13, 2016 – Real Estate Foundation of BC – Grant 2014-73, PRRD Regional Groundwater Sampling, Aquifer Baseline, and Public Education

CA-11 November 21, 2016 – POLIS Project on Ecological Governance – Water Challenges

CA-12 December 22, 2016 – City of Fort St. John – Mutual Aid Agreement – 90 Day Termination Notice

CA-13 December 16, 2016 – Squamish-Lillooet Regional District – BC Ambulance Service Dispatch Protocols

RD/17/01/01  
(continued)

**Adoption of Agenda: (continued)**

**14. Consent Calendar (continued)**

CA-14 December 21, 2016 – Squamish-Lillooet Regional District – Volunteer Fire Departments on Private Land

CA-15 December 15, 2016 – Dawson Creek Art Gallery – Letter of Thanks

CA-16 December 14, 2016 – Ministry of Environment – PRRD Solid Waste Management Plan Amendment

CA-17 December 29, 2016 - BC Hydro Power smart - Interconnection Cancelled / 138 kV Line Removal Update

CA-18 January 3, 2017 - Westcoast Energy Inc. dba Spectra Energy Transmission Proposed Wyndwood Pipeline Expansion Update

**15. Notice of Motion (for the next meeting):**

**16. Media Questions (on agenda items and business discussed at the meeting)**

**17. Adjournment**

**CARRIED**

**ADOPTION OF MINUTES:**

M-1

**ADOPTION OF MINUTES**

RD/17/01/02

MOVED Director Hiebert, SECONDED Director McPherson,  
That the Board Meeting Minutes of December 9, 2016 be adopted.

**CARRIED.**

**VARY AGENDA**

RD/17/01/03

MOVED Director Rose, SECONDED Alternate Director Ponto,  
That the agenda be varied to continue with agenda items prior to the first delegation scheduled for 11:30 a.m.

**CARRIED.**

**CORRESPONDENCE:**

C-1

November 25, 2016 –  
City of Fort St. John

**HIGH ON ICE FESTIVAL 2017**

RD/17/01/04

MOVED Director Goodings, SECONDED Director Hiebert,  
That those Electoral Area Directors who wish to attend the 2017 High on Ice Festival, on February 10-11, 2017 in Fort St. John, BC, be authorized to do so.

**CARRIED.**

C-2

November 28, 2016 –  
District of Chetwynd

**CHETWYND MUNICIPAL AIRPORT – REQUEST FOR LETTER OF SUPPORT**

RD/17/01/05

MOVED Director Nichols, SECONDED Director Rose,  
That a letter be forwarded to the District of Chetwynd in support of its funding application to the BC Air Access Program to assist in resurfacing the deteriorating condition of the runway at the Chetwynd Municipal Airport.

**CARRIED.**



**CORRESPONDENCE: (continued)**

- C-7  
December 21, 2016 –  
Ministry of Community,  
Sport and Cultural  
Development
- RURAL EDUCATION PRACTICES AND FUNDING
- RD/17/01/11  
MOVED Director Goodings, SECONDED Director Hiebert,  
That the correspondence dated December 21, 2016 from Jacqueline Dawes, Deputy  
Minister for the Ministry of Community, Sport and Cultural Development regarding rural  
education practices and funding be forwarded to the Parent Advisory Committees of  
both School Districts 59 and 60; and further, that the correspondence be added to the  
agenda for the up-coming meetings with the school districts.
- CARRIED.**
- C-8  
December 14, 2016 –  
Ministry of  
Environment
- MINISTRY OF ENVIRONMENT – ZONE MANAGEMENT POLICY
- RD/17/01/12  
MOVED Director Bumstead, SECONDED Director Rose,  
That a representative from the Ministry of Environment and the Ministry of Forests,  
Lands and Natural Resource Operations be invited to meet with the Regional Board at  
the 2017 Premier’s BC Natural Resources Forum to discuss illegal dumping.
- CARRIED.**
- C-9 (Handout)  
Expressions of  
Concern Regarding  
Fire Dispatch
- EXPRESSIONS OF CONCERN REGARDING FIRE DISPATCH
- RD/17/01/13  
MOVED Director Ackerman, SECONDED Director Stewart,  
That item C-9 be referred to item R-3.
- CARRIED.**

**REPORTS:**

R-1  
December 9, 2016 –  
Kim Frech, Chief  
Financial Officer

**2017 – 2021 PRRD FINANCIAL PLAN**

RD/17/01/14

MOVED Director Ackerman, SECONDED Director Nichols,

That the implementation of the proposed Financial Plan schedule as follows:

1. November thru February work with committees, groups, organizations, Managers and Department Heads on their budgets (may require several meetings due to year end numbers that will change up until end of audit); and
2. Present “draft” Rural Budgets Administration Committee (RBAC) specific rural function’s budgets at the February 16, 2017 RBAC meeting; and
3. Present “draft” Financial Plan on Wednesday, February 22, 2017 at a Committee of the Whole meeting (full day to be scheduled due to presenting all functions and not just particular committee recommendations) – note that the package will be sent out electronically on February 17 to allow a few days to look over; and
4. Present Bylaws at the March 9, 2017 Board meeting for 1<sup>st</sup> and 2<sup>nd</sup> readings (note if Northern Health unable to attend this meeting due to schedule conflicts then will invite to the Committee of the Whole on February 22, 2017); and
5. Hold public open houses in Fort St. John, Chetwynd and Dawson Creek the Monday, Tuesday and Wednesday (March 13<sup>th</sup>, 14<sup>th</sup>, and 15<sup>th</sup>); and
6. Prepare a report for the March 23, 2017 Board meeting indicating any changes from the Financial Plan since given 2<sup>nd</sup> reading and if no changes give 3<sup>rd</sup> reading and adoption (if changes were made then provide a report and the amended pages on the March 23, 2017 agenda)

be approved.

**CARRIED.**

R-2  
December 8, 2016 –  
Kim Frech, Chief  
Financial Officer

**2016 AUDITOR WORK PLAN**

RD/17/01/15

MOVED Director Goodings, SECONDED Director McPherson,

That the Peace River Regional District Audit Service Plan for the 2016 Audit submitted by MNP and dated December 7, 2016, be accepted.

**CARRIED.**

Recess

The Chair recessed the meeting at 11:25 a.m.

Reconvene

The Chair reconvened the meeting at 11:36 a.m. and returned to the agenda to hear the delegation scheduled for 11:30 a.m.



**DELEGATION:**

D-1  
Peace Liard Regional  
Arts Council – Sue  
Popesku, President,  
and Donna Kane,  
Executive Director

Dawson Creek Art  
Gallery - Kit Fast,  
Curator

**PEACE LIARD REGIONAL ARTS COUNCIL**

The delegation provided an update on the Peace Liard Regional Arts Council. Topics included:

- Annual Regional Juried Exhibition
- Planning meetings
- Mentoring workshops
- Leadership and community development assistance
- 75<sup>th</sup> Anniversary of the Alaska Highway projects:
  - The Museum Gatherings
  - Regional Auto Tour of Museums
  - Alaska Highway Road Show

The Regional Board was presented with a painting by Chetwynd artist, Ken Crowle, entitled 'Diamond Willow'.

**REPORT:**

R-3  
December 14, 2016 –  
Chris Cvik, Chief  
Administrative Officer

**RELEASE OF RESOLUTION FROM CLOSED BOARD MEETING**

RD/17/01/16

MOVED Director Rose, SECONDED Director Goodings,  
That the following resolution released from the Closed Board Meeting on December 9, 2016, be confirmed in the open Board meeting:

*“That the Board support entering into a 5 year agreement with The North Island 9-1-1 Corporation for the provision of fire dispatch services for the entire region for an estimated five year cost of \$635,477.”*

**CARRIED.**

Recess

The Chair recessed the meeting for luncheon at 12:39 p.m.

Reconvene

The Chair reconvened the meeting at 1:33 p.m.

**DELEGATION:**

D-2  
Wolverine Nordic &  
Mountain Society – Dr.  
Charles Helm,  
Secretary, and Birgit  
Sharman, President

**WOLVERINE NORDIC & MOUNTAIN SOCIETY**

The delegation provided an update on the Wolverine Nordic & Mountain Society. Topics included:

- Babcock Falls boardwalk project and hiking trails
- Windfall Lake boardwalk and campsite projects, and hiking route
- Boulder Falls hiking trails
- Trail improvements (staircases, circular route)

**DELEGATION: (continued)**

D-2 (continued)

**WOLVERINE NORDIC & MOUNTAIN SOCIETY (continued)**

A question and answer period ensued. Topics included:

- Public safety
- Bat caves

**REPORT:**

R-3

December 14, 2016 –  
Chris Cvik, Chief  
Administrative Officer

**RELEASE OF RESOLUTION FROM CLOSED BOARD MEETING**

RD/17/01/17

MOVED Director Ackerman, SECONDED Alternate Director Ponto,  
That all relevant information regarding the Fire Dispatch decision that can legally be released from the Regional Board Closed Meeting held on December 9, 2016, be released.

**CARRIED.**

**DELEGATION:**

D-3

North Central Local  
Government  
Association – Laurey-  
Anne Roodenburg,  
President, and Shaely  
Wilbur, Vice-President

**NORTH CENTRAL LOCAL GOVERNMENT ASSOCIATION (NCLGA)**

The delegation responded to concerns raised by the Regional Board regarding the diversity of northern interests. Topics included:

- NCLGA history and organization
- Stakeholders
- Advocacy
- Collaboration with northern communities

A question and answer period ensued. Topics included:

- Endowment fund
- Meeting costs
- Communication

**REPORTS:**

R-4

December 13, 2016 –  
Trish Morgan, General  
Manager of Community  
& Electoral Area  
Services –  
Recommendations  
from the December 1,  
2016 Electoral Area  
Directors' Committee  
Meeting

**MINISTRY OF ENVIRONMENT – EMERGENCY RESPONSE OFFICERS  
(Recommendation No. 1)**

RD/17/01/18

MOVED Director Goodings, SECONDED Director Ackerman,  
That a letter be forwarded to the Honourable Mary Polak, Minister of Environment, to enquire about the progress of the restructuring of the Ministry of Environment and emergency response officers and how the new organization structure will affect the Peace River Regional District.

**CARRIED.**

**REPORTS: (continued)**

R-4 (continued)

**PRRD PRIVATE CAMPGROUND GUIDELINES (Recommendation No. 2)**

RD/17/01/19

MOVED Director Rose, SECONDED Director Goodings,  
That the Peace River Regional District Private Campground Guidelines, as presented,  
be approved.

**CARRIED.**

**PRRD PLANNING FUNCTION PARTICIPATION (Recommendation No. 3)**

RD/17/01/20

MOVED Director Rose, SECONDED Director Goodings,  
That staff prepare a report, that includes consultation with the Chief Administrative  
Officer of each municipality, that explains the process for each member municipality to  
participate in the Peace River Regional District planning function, as outlined in Part 14,  
Section 381 of the *Local Government Act*, and the associated cost to each municipality  
for its participation, including options for reduced areas of municipal participation (i.e.,  
fire protection areas and/or fringe planning areas) that would be facilitated by Section  
381, and that the Electoral Area Directors be supported in presenting the information to  
the municipal councils.

**CARRIED.**

**CN RAIL (Recommendation No. 4)**

RD/17/01/21

MOVED Director Rose, SECONDED Director Hiebert,  
That the new Public Relations representative from CN Rail be invited to attend a  
Regional Board meeting to discuss issues regarding the rail line within the Peace River  
Regional District.

**CARRIED.**

R-5

December 20, 2016 –  
Chris Cvik, Chief  
Administrative Officer

**SUMMER BOARD MEETING FREQUENCY**

RD/17/01/22

MOVED Director Goodings, SECONDED Alternate Director Ponto,  
That the Regional Board maintain status quo by continuing to hold two Board meetings  
per month in the months of July and August.

**CARRIED.**

R-6

December 20, 2016 –  
Director Goodings,  
Electoral Area 'B'

**MEETING WITH MINISTER OF ABORIGINAL RELATIONS & RECONCILIATION**

RD/17/01/23

MOVED Director Johansson, SECONDED Director Hiebert,  
That the report dated December 20, 2016 from Director Goodings, Electoral Area 'B',  
regarding the meeting with the Minister of Aboriginal Relations & Reconciliation on  
December 9, 2016, be received for information.

**CARRIED.**

**REPORTS: (continued)**

R-7  
December 19, 2016 –  
Chris Cvik, Chief  
Administrative Officer

PROPOSED COMMITTEE OF THE WHOLE MEETING

RD/17/01/24  
MOVED Director Nichols, SECONDED Director Stewart,  
That a Committee of the Whole (C.O.W.) Meeting be held on February 9, 2017 for the purpose of considering various Economic Development funding models that are available to the municipalities and electoral areas effective January 1, 2018.

**CARRIED.**

R-8  
December 20, 2016 –  
Chris Cvik, Chief  
Administrative Officer

FARMERS' ADVOCACY OFFICE – LETTER OF ADVOCACY

RD/17/01/25  
MOVED Director Goodings, SECONDED Director McPherson,  
That the draft letter to the Honourable Rich Coleman, Minister of Natural Gas Development, regarding Section 170 of the *Petroleum and Natural Gas Act*, be approved as presented.

**CARRIED.**

R-9  
December 20, 2016 –  
Chris Cvik, Chief  
Administrative Officer

MUTUAL AID – REQUEST FOR EARLY TERMINATION

RD/17/01/26  
MOVED Director Goodings, SECONDED Director Rose,  
That the draft letter to the City of Fort St. John respectfully rejecting its request for early termination of the Mutual Aid Agreement, be approved as presented.

**CARRIED.**

R-10  
Trish Morgan, General  
Manager of Community  
and Electoral Area  
Services

ANNUAL JOINT MEETINGS WITH SCHOOL DISTRICTS

RD/17/01/27  
MOVED Director Goodings, SECONDED Director Rose,  
That Regional Board members provide staff with any additional agenda topics for the meeting with School District No. 60 to be held January 24, 2017.

**CARRIED.**

RD/17/01/28  
MOVED Director Goodings, SECONDED Director Nichols,  
That pre-budget approval for up to \$5,000 to be allocated in the 2017 budget under "Board Hosted Events" for joint meetings with School Districts No. 59 and 60, be provided.

**CARRIED.**

**REPORTS: (continued)**

R-11  
December 21, 2016 –  
Chris Cvik, Chief  
Administrative Officer

**REQUEST FOR RECONSIDERATION – SUB-REGIONAL BUILDING INSPECTION**

RD/17/01/29

MOVED Director Ackerman, SECONDED Director McPherson,  
That the following resolution released from the October 27, 2016 Closed Board Meeting  
and confirmed in open meeting on November 10, 2016:

*“That the Building Inspection function remain as is and a sub-regional Building  
Inspection service not be pursued at this time.”*

be reconsidered.

**CARRIED.**

R-12  
December 20, 2016 –  
Chris Cvik, Chief  
Administrative Officer

**SUB-REGIONAL BUILDING INSPECTION**

RD/17/01/30

MOVED Director McPherson, SECONDED Director Johansson,  
That Resolution No. 16/11/26 from the November 10, 2016 Regional Board meeting  
which states:

*“That the Building Inspection function remain as is and a sub-regional Building  
Inspection service not be pursued at this time.”*

be replaced with the following:

*“That a draft resolution for sub-regional building inspection service be prepared for  
the Board’s consideration at a future meeting.”*

**CARRIED.**

RD/17/01/31

MOVED Director Rose, SECONDED Director Hiebert,  
That any financial model for a sub-regional building inspection service will not add  
additional cost over required budgeted amounts for the electoral areas.

**CARRIED.**

RD/17/01/32

MOVED Director Rose, SECONDED Director Hiebert,  
That a draft communication plan for the Sub-Regional Building Inspection Service be  
prepared.

**CARRIED.**

**REPORTS: (continued)**

R-13  
December 29, 2016 -  
Jill Rickert, Community  
Services Coordinator,  
Community and  
Electoral Area Services

PEACE LIARD REGIONAL ARTS COUNCIL – 2017 ANNUAL GRANT APPLICATION

RD/17/01/33  
MOVED Director Johansson, SECONDED Director Nichols,  
That the grant application from the Peace Liard Regional Arts Council for the amount of \$15,000 to assist in ongoing regional programs and the Alaska Highway 75<sup>th</sup> Anniversary initiatives, be approved and that funds be provided from 'Regional Recreation'.

**CARRIED.**

R-14  
January 3, 2017 - Kim  
Frech, Chief Financial  
Officer

SOLID WASTE BORROWING FOR NORTH PEACE LANDFILL FRONT ENTRANCE CAPITAL WORK

RD/17/01/34  
MOVED Director McPherson, SECONDED Alternate Director Ponto,  
That the borrowing of the Five Million dollars (\$5M) for the capital improvements to the North Peace Regional Landfill front entrance as approved in the 2016 Financial Plan and as included in "PRRD Solid Waste Management Loan Authorization Bylaw No. 2235, 2016" submitted to the Inspector of Municipalities, be approved.

**CARRIED.**

R-15  
January 3, 2017 - Fran  
Haughian,  
Communications  
Manager/Commission  
Liaison

COMMUNICATIONS DEPARTMENT STAFFING REQUEST

RD/17/01/35  
MOVED Director Rose, SECONDED Alternate Director Ponto,  
That consideration of a proposed full-time Communication Coordinator position be deferred to 2017 budget discussions.

**CARRIED.**

R-16  
October 20, 2016

ALR SUBDIVISION APPLICATION 232/2016 (BELLHOUSE)

RD/17/01/36  
MOVED Director Hiebert, SECONDED Director Nichols,  
That the Regional Board support ALR Subdivision Application 232/2016 (Bellhouse) and authorize the application to proceed to the Agricultural Land Commission as the slope on the proposed subdivision is greater than 10% and the soil is of limited agricultural use as laid out within the Official Community Plan.

**CARRIED.**

**REPORTS: (continued)**

R-17  
November 9, 2016

**ALR NON-FARM USE APPLICATION 240/2016 (WILDFIRE LAND & CATTLE)**

RD/17/01/37

MOVED Director Goodings, SECONDED Director Rose,  
That the Regional Board support ALR Non-Farm Use Application 240/2016 (Wildfire Land & Cattle Co. Ltd.) and authorize the application to proceed to the Agricultural Land Commission as a temporary worker camp can be considered through a Temporary Use Permit within the Official Community Plan.

**CARRIED.**

R-18  
December 9, 2016

**DEVELOPMENT VARIANCE PERMIT 234-2016 (PHILLIPS)**

RD/17/01/38

MOVED Director Goodings, SECONDED Director Rose,  
That the issuance of Development Variance Permit 234-2016 (Phillips) to increase the Maximum Accessory Building Floor Area by 1,030 sq. ft., from 2,496 square feet to 3,526 square feet to allow for the development of an attached open lean-to off of the existing detached shop, be authorized.

**CARRIED.**

R-19  
December 21, 2016

**TEMPORARY USE PERMIT 245-2016 (CHINOOK ENERGY)**

RD/17/01/39

MOVED Director Goodings, SECONDED Director Nichols,  
That the issuance of Temporary Use Permit No. 245/2016 (Chinook Energy (2010) Inc.), for a three-year term, to develop a 144-person temporary worker camp within a 2.43 hectare portion of the subject property, be authorized.

**CARRIED.**

R-20  
December 12, 2016 -  
Bryna Casey, Parks  
and Rural Recreation  
Coordinator

**COACHING SYMPOSIUM – 2015 WORLD UNDER-17 HOCKEY CHALLENGE  
LEGACY FUND**

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RD/17/01/40

MOVED Director Hiebert, SECONDED Director Nichols,  
That the Regional Board authorize that staff partner with Engage Sport North, the City of Dawson Creek, School District No. 59 and other organizations to provide a coaching symposium to the public in April or May 2017.

**CARRIED.**

RD/17/01/41

MOVED Director Bumstead, SECONDED Director Nichols,  
That the Coaching Symposium be partially paid for using the \$7,500 legacy fund from the 2015 World Under-17 Hockey Challenge.

**CARRIED.**

**REPORTS: (continued)**

R-21  
December 15, 2016 -  
Bryna Casey, Parks  
and Rural Recreation  
Coordinator

**FUNDING SUPPORT FOR THE 2017 WORLD UNDER-17 HOCKEY CHALLENGE**

RD/17/01/42

MOVED Director Bumstead, SECONDED Director Stewart,  
That the Regional Board support the City of Dawson Creek and the City of Fort St. John with a grant of \$100,000 from the "Grants to Community Organizations" function, to be allocated in the 2017 budget, for the purpose of holding the World Under-17 Hockey Challenge, which will be taking place in Dawson Creek and Fort St. John between October 26 to November 4, 2017.

**CARRIED.**

R-22  
January 4, 2017 - Kole  
A. Casey, South Peace  
Land Use Planner

**WARTENBE WIND PROJECT CROWN REFERRAL FOR AMENDMENT TO LOO  
AND AN OCCUPANT LICENSE TO CUT. (CROWN REFERENCE # 8014641)**

RD/17/01/43

MOVED Director Rose, SECONDED Director McPherson,

1. That the Regional Board direct staff to respond to the Crown Referral No. 88073108-006; Crown Reference No. 8014641; Wartenbe Wind Project Limited Partnership for replacement license of occupation, recommending to Front Counter BC that authorizations should be withheld pending conduct of a proper public consultation process with the residents of Lone Prairie. Reliance on consultation conducted during an environmental assessment 11 years ago (2005-2006) is not sufficient or acceptable to address concerns of the current residents.
2. That the Regional Board direct staff to send a letter to the proponent, with copies to appropriate Ministries, the South Peace MLA and North Central Local Government Association to express the Board's disappointment that the company would not seek to obtain credible social license for the project, through proper public engagement and local government consultation.

**CARRIED.**

R-23  
January 5, 2017 -  
Claire Negrin,  
Assistant Manager of  
Development Services

**PRRD PRIVATE CAMPGROUND GUIDELINES**

RD/17/01/44

MOVED Director Rose, SECONDED Director McPherson,

That the Peace River Regional District Private Campground Guidelines, as presented, be approved.

**CARRIED.**

R-24  
December 28, 2016 -  
Chris Cvik, Chief  
Administrative Officer

**STRATEGIC PLAN UPDATE**

RD/17/01/45

MOVED Director Nichols, SECONDED Director Hiebert,

That the report dated December 28, 2016 from Chris Cvik, Chief Administrative Officer, regarding the Strategic Plan update, be received for information.

**CARRIED.**



**REPORTS: (continued)**

R-25  
January 4, 2017 - Chris  
Cvik, Chief  
Administrative Officer

**QUARTERLY LISTING – OPEN BOARD ITEMS**

RD/17/01/46  
MOVED Director Goodings, SECONDED Director Rose,  
That the report dated January 4, 2017 from Chris Cvik, Chief Administrative Officer,  
regarding the Quarterly Listing of Open Board Items, be referred to a future Board  
meeting.

**CARRIED.**

R-26  
January 5, 2017 -  
Christina Wards,  
Assistant Treasurer

**CREDIT CARD POLICY**

RD/17/01/47  
MOVED Director Nichols, SECONDED Director Rose,  
That the Regional Board approves amending the current Credit Card policy as follows:

The Regional District authorizes credit cards for the Department Heads/Managers,  
with the limits listed, as follows:

Chief Administrative Officer	\$20,000
Deputy Chief Administrative Officer	\$ 5,000
Chief Financial Officer	\$20,000
Corporate Officer	\$ 5,000
GM, Environmental Services	\$ 5,000
GM, Development Services	\$ 5,000
GM, Community and Electoral Area Services	\$ 5,000
Protective Services Manager	\$ 5,000
North Peace Economic Development Officer	\$ 5,000
Charlie Lake Fire Chief *	\$ 5,000

\*Will be undertaking a one month trial to see if this card is still required once the Protective  
Services Managers card is issued.

**CARRIED.**

R-27  
December 12, 2016 -  
Chris Cvik, Chief  
Administrative Officer

**NOTICE OF CLOSED SESSION**

RD/17/01/48  
MOVED Alternate Director Ponto, SECONDED Director Stewart,  
That item R-27 be deferred to the end of the meeting.

**CARRIED.**

**BYLAWS:**

B-1  
December 13, 2016

BOARD PROCEDURE AMENDMENT BYLAW NO. 2278, 2016

RD/17/01/49

MOVED Director Goodings, SECONDED Director McPherson,  
That "Peace River Regional Board Procedure Amendment Bylaw No. 2278, 2016" be adopted this 12<sup>th</sup> day of January, 2017.

**CARRIED.**

B-2  
November 3, 2016

OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW NO. 2267, 2016 AND ZONING AMENDMENT BYLAW NO. 2268, 2016 (GOLDEN SUNRISE LAND DEVELOPMENT LTD.)

RD/17/01/50

MOVED Director Goodings, SECONDED Director McPherson,  
That the representative for Golden Sunrise Land Development Ltd. be granted permission to address the Board.

**CARRIED.**

The proponent addressed the Board regarding the proposed use of the subject property should the bylaw amendments be considered.

RD/17/01/51

MOVED Director Ackerman, SECONDED Director Rose,  
That the Regional Board refuse "Official Community Plan Amendment Bylaw No. 2267 (Golden Sunrise Land Development Ltd.), 2016" and "Zoning Amendment Bylaw No. 2268 (Golden Sunrise Land Development Ltd.), 2016", as they are inconsistent with surrounding land uses.

**CARRIED.**

B-3  
November 29, 2016

OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW NO. 2257, 2016 AND ZONING AMENDMENT BYLAW NO. 2258, 2016 (DANAMARK)

RD/17/01/52

MOVED Director Rose, SECONDED Director Nichols,  
That "Official Community Plan Amendment Bylaw No. 2257 (Danamark), 2016" be read a third time this 12<sup>th</sup> day of January, 2017.

**CARRIED.**

RD/17/01/53

MOVED Director Rose, SECONDED Director Nichols,  
That "Zoning Amendment Bylaw No. 2258 (Danamark), 2016" be read a third time this 12<sup>th</sup> day of January, 2017.

**CARRIED.**

**BYLAWS: (continued)**

B-3 (continued)

OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW NO. 2257, 2016 AND ZONING AMENDMENT BYLAW NO. 2258, 2016 (DANAMARK) (continued)

RD/17/01/54

MOVED Director Rose, SECONDED Director Nichols,  
That "Official Community Plan Amendment Bylaw No. 2257 (Danamark), 2016" be adopted this 12<sup>th</sup> day of January, 2017.

**CARRIED.**

RD/17/01/55

MOVED Director Rose, SECONDED Director Nichols,  
That "Zoning Amendment Bylaw No. 2258 (Danamark), 2016" be adopted this 12<sup>th</sup> day of January, 2017.

**CARRIED.**

B-4  
January 5, 2017

ZONING AMENDMENT BYLAW NO. 2272, 2016 (CL LAGOONS)

RD/17/01/56

MOVED Director Rose, SECONDED Director Hiebert,  
That "Zoning Amendment Bylaw No. 2272 (CL Lagoons), 2016" be read a third time this 12<sup>th</sup> day of January, 2017.

**CARRIED.**

RD/17/01/57

MOVED Director Rose, SECONDED Director Hiebert,  
That "Zoning Amendment Bylaw No. 2272 (CL Lagoons), 2016" be adopted this 12<sup>th</sup> day of January, 2017.

**CARRIED.**

B-5  
November 29, 2016

ZONING AMENDMENT BYLAW NO. 2273, 2016 (FSJ LAGOON)

RD/17/01/58

MOVED Alternate Director Ponto, SECONDED Director McPherson,  
That "Zoning Amendment Bylaw No. 2273 (FSJ Lagoon), 2016" be read a third time this 12<sup>th</sup> day of January, 2017.

**CARRIED.**

RD/17/01/59

MOVED Alternate Director Ponto, SECONDED Director McPherson,  
That "Zoning Amendment Bylaw No. 2273 (FSJ Lagoon), 2016" be adopted this 12<sup>th</sup> day of January, 2017.

**CARRIED.**

**BYLAWS: (continued)**

B-6  
January 4, 2017

**BUILDING BYLAW NO. 2131, 2014 AMENDMENT BYLAW NO. 2279, 2017**

RD/17/01/60

MOVED Director Rose, SECONDED Director Hiebert,

That "Building Bylaw No. 2131, 2014 Amendment Bylaw No. 2279, 2017" be read a first time this 12<sup>th</sup> day of January, 2017.

**CARRIED.**

**STRATEGIC PLAN:**

**STRATEGIC PLAN**

RD/17/01/61

MOVED Director Johansson, SECONDED Director McPherson,

That consideration of the PRRD 2015-2018 Strategic Plan be referred to the January 26, 2017 Board meeting.

**CARRIED.**

**SCHEDULE OF EVENTS:**

**SCHEDULE OF EVENTS**

It was noted that the following be added to the Schedule of Events:

- World U-17 Hockey Challenge - October 26-November 4, Dawson Creek and Fort St. John; and
- Alaska Highway Road Show - July 7, Dawson Creek and July 8, Fort St. John

**NEW BUSINESS:**

NB-1  
Director Sperling

**INTERNAL AUDIT**

RD/17/01/62

MOVED Director Ackerman, SECONDED Director McPherson,

That staff prepare a report on options for the performance of an internal audit, for the Board's consideration at a future meeting.

**CARRIED.**

**APPOINTMENTS:**

A-1  
December 1, 2016 –  
Municipal Finance  
Authority of BC

**APPOINTMENT OF MUNICIPAL FINANCE AUTHORITY OF BC MEMBER(S)**

RD/17/01/63  
MOVED Director Goodings, SECONDED Director Rose,  
That the representative to the Municipal Finance Authority of BC remain as Director  
Sperling with Director Hiebert the alternate.

**CARRIED.**

**CONSENT CALENDAR:**

**CONSENT CALENDAR**

RD/17/01/64  
MOVED Director Stewart, SECONDED Director Johansson,  
That the January 12, 2017 Consent Calendar be received.

**CARRIED.**

CA-9  
December 15, 2016 –  
Ministry of Health – Air  
Ambulance Services

**AIR AMBULANCE SERVICES**

RD/17/01/65  
MOVED Director McPherson, SECONDED Director Stewart,  
That BC Emergency Health Services (BCEHS) and STARS be invited to attend a future  
Board meeting to discuss air ambulance services.

**CARRIED.**

**REPORT:**

R-27  
December 12, 2016 –  
Chris Cvik, Chief  
Administrative Officer

**NOTICE OF CLOSED SESSION**

RD/17/01/66  
MOVED Director Ackerman, SECONDED Director McPherson,  
That permission be granted to recess 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:

*“(c) labour relations or other employee relations;”*

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

**CARRIED.**

Recess                      The Chair recessed the meeting to a Closed Session at 4:53 p.m. and members of the public left the room.

Reconvene                The Chair reconvened the meeting at 5:09 p.m.

ADJOURNMENT

The Chair adjourned the meeting at 5:10 p.m.

**CARRIED.**

CERTIFIED a true and correct copy of the Minutes of the Regional Board of the Peace River Regional District from a meeting held on January 12, 2017 in the Regional District Office Board Room, Dawson Creek, BC.

\_\_\_\_\_  
Brad Sperling, Chair

\_\_\_\_\_  
Tyra Henderson, Corporate Officer