



PEACE RIVER REGIONAL DISTRICT

JUNE BOARD MEETING MINUTES

DATE: June 8, 2017

PLACE: North Peace Cultural Centre Carpet Room, Fort St. John, BC

PRESENT:

Directors

Chair Sperling, Electoral Area 'C'
Vice-Chair Rose, Electoral Area 'E'
Director Goodings, Electoral Area 'B'
Director Hiebert, Electoral Area 'D'
Director Johansson, District of Hudson's Hope
Director McPherson, District of Tumbler Ridge
Director Nichols, District of Chetwynd

Alternate Directors

Alternate Director Christensen, City of Fort St. John
Alternate Director Klassen, City of Fort St. John
Alternate Director Lavoie, Village of Pouce Coupe
Alternate Director Ponto, District of Taylor
Alternate Director Shuman, City of Dawson Creek

Absent

Director Ackerman, City of Fort St. John
Director Bumstead, City of Dawson Creek
Director Fraser, District of Taylor
Director Michetti, Village of Pouce Coupe
Director Stewart, City of Fort St. John

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 Services
Bruce Simard, General Manager of Development Services
Fran Haughian, Communications Manager
Phillip Kovacs, Solid Waste Services Manager
Alix Johnson, Communications Coordinator
Brenda Deliman, Recording Secretary

Others

Lorna Wollen, Montney

Matt Prepost, Alaska Highway News

Call to Order The Chair called the meeting to order at 10:04 a.m.

DIRECTORS' NOTICE OF NEW BUSINESS:

Chair Sperling NCLGA Correspondence to Lieutenant-Governor Judith Guichon – Opposition
Members of the Legislature

ADOPTION OF AGENDA:

ADOPTION OF AGENDA

RD/17/06/01

MOVED Director Nichols, SECONDED Director McPherson,
That the Peace River Regional District Board agenda for the June 8, 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. **Gallery Comments or Questions**
5. **Adoption of Minutes**
 - M-1 Regional Board Meeting Minutes of May 25, 2017
 - M-2 Committee of the Whole Meeting Minutes of May 25, 2017
6. **Business Arising from the Minutes**
7. **Delegations**
8. **Petitions**
9. **Correspondence**
 - C-1 May 25, 2017 – Municipal Finance Authority of BC – Socially Responsible Investing Survey
 - C-2 May 30, 2017 – BC Assessment – Invitation to Meeting at UBCM
 - C-3 May 31, 2017 – BC Utilities Commission – Regulatory Process Online Questionnaire
 - C-4 May 31, 2017 – Community Development Institute – Speaker Series: Who Benefits from a Boom
 - C-5 June 2, 2017 – National Energy Board – Meeting with National Energy Board
10. **Reports**
 - R-1 May 23, 2017 – Chris Cvik, Chief Administrative Officer – Organizational Review and Efficiency Audit – Scope of RfP
 - R-2 June 1, 2017 – Chris Cvik, Chief Administrative Officer – PRRD Strategic Plan
 - R-3 May 29, 2017 – Tyra Henderson, Corporate Officer – Recommendation from the May 25, 2017 Committee of the Whole Meeting
 - R-4 May 30, 2017 – Tyra Henderson, Corporate Officer – Old Fort / Hudson's Bay Cemetery
 - R-5 May 31, 2017 – Phil Kovacs, Solid Waste Manager – North Peace Regional Landfill Gas Collection and Control System Downtime
 - R-6 May 30, 2017 – Kole Casey, South Peace Land Use Planner – ALR Non-Farm Use Application No. 206/2015 (Hofmann)
 - R-7 June 1, 2017 – Chris Cvik, Chief Administrative Officer – Northeast Climate Risk Network
 - R-8 June 1, 2017 – Tyra Henderson, Corporate Officer – Electoral Area 'B' Water Service Assent Voting
 - R-9 May 29, 2017 – Deborah Jones-Middleton, Protective Services Manager – Peace River Regional District Rural Fire Department Firefighting Service Level & Training Policy
 - R-10 June 1, 2017 – Trish Morgan, General Manager of Community Services – Tate Creek Community Centre
 - R-11 June 1, 2017 – Kole Casey, South Peace Land Use Planner – Zoning Amendment Application 216/2015 (RES Canada Inc.)
 - R-12 June 1, 2017 – Erin Price, Bylaw Enforcement Officer – Request for Proposals to Clean up Blair Road Salvage Yard

RD/17/06/01

Adoption of Agenda: (continued)

10. Reports (continued)

- R-13 May 31, 2017 – Phil Kovacs, Solid Waste Manager – Solid Waste Committee Recommendations
- R-14 ALR Subdivision Application 047/2017 (Soloshy / Point)
- R-15 Development Variance Permit Application 043/2017 (Rempel) (See NB-1)
- R-16 May 26, 2017 – Tyra Henderson, Corporate Officer – Cecil Lake Landfill Property
- R-17 May 31, 2017 – Fran Haughian, Communications Manager – Public Participation for Decision Makers Course

11. Bylaws

- B-1 Tate Creek Community Centre Service Establishment Bylaw No. 2291, 2017

Consideration of Three Readings

- a) June 1, 2017 report from Tyra Henderson, Corporate Officer; and
- b) “Tate Creek Community Centre Service Establishment Bylaw No. 2291, 2017”; and
- c) Tax Calculation Summary Sheet

12. Schedule of Events

- a) Agenda Preparations Schedule
- b) Schedule of Events

13. New Business

- NB-1 June 7, 2017 – Progress Athletic Association - Development Variance Permit Application 043/2017 (Rempel) (See R-15)
- NB-2 Chair Sperling - NCLGA Correspondence to Lieutenant-Governor Judith Guichon – Opposition Members of the Legislature

14. Appointments

- a) 2017 List of Board Appointments

15. Consent Calendar (for consideration and receipt)

- MA-1 Civic Properties Commission Meeting Minutes of April 25, 2017
- MA-2 Chetwynd Public Library Regular Board Meeting Minutes of May 1, 2017
- MA-3 Air Ambulance Service in Northeast BC Meeting Notes of May 31, 2017
- CA-1 May 18, 2017 – TransCanada – North Montney Mainline – Meter Stations Notification of Application
- CA-2 May 18, 2017 – Union of BC Municipalities (UBCM) – 2016 UBCM Resolutions
- CA-3 May 11, 2017 – Office of the Ombudsperson – Quarterly Reporting Process Changes

16. Notice of Motion (for the next meeting):

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

18. Adjournment

CARRIED.

ADOPTION OF MINUTES:

M-1

ADOPTION OF MINUTES

RD/17/06/02

MOVED Alternate Director Shuman, SECONDED Alternate Director Lavoie,
That the Board Meeting Minutes of May 25, 2017 be adopted.

CARRIED.

M-2

RD/17/06/03

MOVED Alternate Director Shuman, SECONDED Alternate Director Lavoie,
That the Committee of the Whole Meeting Minutes of May 25, 2017 be adopted.

CARRIED.

REPORTS:

R-1
May 23, 2017 – Chris
Cvik, Chief
Administrative Officer

ORGANIZATIONAL REVIEW AND EFFICIENCY AUDIT – SCOPE OF RFP

RD/17/06/09

MOVED Director McPherson, SECONDED Alternate Director Klassen,
That the Scope of Work for the Organizational Review and Efficiency Audit be approved
as presented.

CARRIED.

R-2
June 1, 2017 – Chris
Cvik, Chief
Administrative Officer

PRRD STRATEGIC PLAN

RD/17/06/10

MOVED Director Goodings, SECONDED Director McPherson,
That the updated 2015-2018 Peace River Regional District Strategic Plan be amended
as follows:

- Broaden Strategic Goal 6 to include 'Agriculture'; and
- Change 'Invasive Plants' from a strategic goal to a strategic objective
for review by the Board at a future Committee of the Whole meeting.

CARRIED.

R-3
May 29, 2017 – Tyra
Henderson, Corporate
Officer –
Recommendation from
the May 25, 2017
Committee of the
Whole Meeting

GOVERNANCE TRAINING

RD/17/06/11

MOVED Director Nichols, SECONDED Alternate Director Lavoie,
That the following recommendation passed at the May 25, 2017 Committee of the
Whole meeting be endorsed:

“That staff be directed to contact Dr. John Carver of Carver Governance to
investigate online or video training opportunities on Policy Governance.”
and further, that staff be directed to purchase the 'Policy Governance Model: An
Introduction by John and Mariam Carver' DVD, to be viewed by the Board at a future
Committee of the Whole meeting.

CARRIED.

R-4
May 30, 2017 – Tyra
Henderson, Corporate
Officer

OLD FORT / HUDSON'S BAY CEMETERY

RD/17/06/12

MOVED Alternate Director Shuman, SECONDED Alternate Director Ponto,
That the report dated May 30, 2017 from the Corporate Officer regarding cemetery
designation status of the Old Fort/Hudson's Bay Cemetery be received for information
and referred to the Electoral Area Directors' Committee.

CARRIED.

REPORTS: (continued)

R-5
May 31, 2017 – Phil
Kovacs, Solid Waste
Manager

NORTH PEACE REGIONAL LANDFILL GAS COLLECTION AND CONTROL SYSTEM
DOWNTIME IN 2016

RD/17/06/13
MOVED Alternate Director Shuman, SECONDED Alternate Director Klassen,
That the report dated May 31, 2017 from the Solid Waste Manager regarding North
Peace Regional Landfill gas collection and control system downtime in 2016, be
received for information.

CARRIED.

R-6
May 30, 2017 – Kole
Casey, South Peace
Land Use Planner

ALR NON-FARM USE APPLICATION 206/2015 (HOFMANN)

RD/17/06/14
MOVED Alternate Director Shuman, SECONDED Director Hiebert,
That the report dated May 30, 2017 from the South Peace Land Use Planner regarding
ALR Non-Farm Use Application 206/2015 (Hofmann), be received for information.

CARRIED.

R-7
June 1, 2017 – Chris
Cvik, Chief
Administrative Officer

NORTHEAST CLIMATE RISK NETWORK

At its May 25, 2017 meeting, the Board deferred consideration of Resolution No.
17/05/06 (25) until such time as staff had contacted Fraser Basin Council to clarify
participation parameters in establishing a Northeast Climate Risk Network. Following
its investigation staff recommended that, as 44-46 days of staff time and input from
multiple departments would be required, the Regional Board defeat its deferred motion
to participate in the project.

RD/17/05/06 (25)
MOVED Director Nichols, SECONDED Alternate Director Shuman,
That the Regional Board participate in and collaborate with Fraser Basin Council in
developing a proposal to the Federation of Canadian Municipalities for funding to assist
in establishing a Northeast Climate Risk Network.

DEFEATED.

R-8
June 1, 2017 – Tyra
Henderson, Corporate
Officer

ELECTORAL AREA 'B' WATER SERVICE ASSENT VOTING

RD/17/06/15
MOVED Director Goodings, SECONDED Director Nichols,
That Chris Cvik be appointed as Deputy Chief Election Officer for the purposes of
conducting assent voting (referendum) for "Electoral Area 'B' Potable Water Service
Establishment Bylaw No. 2283, 2017" and "Electoral Area 'B' Potable Water Facilities
Construction Loan Authorization Bylaw No. 2284, 2017".

CARRIED.

REPORTS: (continued)

R-9
May 29, 2017 –
Deborah Jones-
Middleton, Protective
Services Manager –

PRRD RURAL FIRE DEPARTMENT FIREFIGHTING SERVICE LEVEL & TRAINING POLICY

RD/17/06/16
MOVED Director Goodings, SECONDED Director Hiebert,
That the 'Peace River Regional District Rural Fire Department Firefighting Service Level & Training Policy', which classifies Charlie Lake Fire Department as 'Full Service Level' responders and Moberly Lake and Tomslake Fire Departments to provide firefighting services as 'Exterior Only' responders, be approved.

CARRIED.

R-10
June 1, 2017 – Trish
Morgan, General
Manager of Community
Services

TATE CREEK COMMUNITY CENTRE

RD/17/06/17
MOVED Director Hiebert, SECONDED Alternate Director Christensen,
That \$20,000 from feasibility funds for the purpose of holding a referendum to establish a service area to provide annual financial support for the operation of the Tate Creek Community Centre, be approved.

CARRIED.

R-11
June 1, 2017 – Kole
Casey, South Peace
Land Use Planner

ZONING AMENDMENT APPLICATION 216/2015 (RES CANADA INC.)

RD/17/06/18
MOVED Director Hiebert, SECONDED Alternate Director Christensen,
That the report dated June 1, 2017 from the South Peace Land Use Planner regarding Zoning Amendment Application 216/2015 (RES Canada Inc.) be received for information.

CARRIED.

R-12
June 1, 2017 – Erin
Price, Bylaw
Enforcement Officer

CLEAN UP OF BLAIR ROAD SALVAGE YARD – REQUEST FOR PROPOSALS

RD/17/06/19
MOVED Director Rose, SECONDED Director Hiebert,
That a sign stating "No Dumping by Order of the Supreme Court of British Columbia dated Oct. 17, 2016", be erected on the land legally described as District Lot 2083, Peace River District, Except Plan 17885.

CARRIED.

RD/17/06/20
MOVED Director Rose, SECONDED Director Hiebert,
That consideration of Recommendation 1 from the report dated June 1, 2017 from the Bylaw Enforcement Officer regarding the clean-up of Blair Road Salvage Yard and request for approval to issue a Request for Proposal for a waste characterization study, be deferred to the June 22, 2017 Board meeting; further that staff be requested to provide an update on the progress made on this file at that time.

CARRIED.

REPORTS: (continued)

R-13
May 31, 2017 – Phil
Kovacs, Solid Waste
Manager – Solid Waste
Committee
Recommendations

CONTRACT AWARD – CLOSURE OF PHASE 1 CELL IN BESSBOROUGH LANDFILL
(Recommendation No. 1)

RD/17/06/21
MOVED Director Rose, SECONDED Director Nichols,
That the purchasing policy be waived and staff be authorized to direct award a contract to GHD Ltd. for the design, preparation of construction documents, tender services, contract administration, and construction oversight for the closure of the Phase 1 Cell in the Bessborough Landfill at a cost of \$27,877 (excluding taxes).

CARRIED.

CONTRACT AWARD – NORTH PEACE LANDFILL GAS MASTER PLAN UPDATE
(Recommendation No. 2)

RD/17/06/22
MOVED Director Rose, SECONDED Alternate Director Shuman,
That the purchasing policy be waived and staff be authorized to direct award a contract to GHD Ltd. for a review and update of the North Peace Landfill Gas Master Plan at a cost of \$19,035 (excluding taxes).

CARRIED.

R-14
May 19, 2017

ALR SUBDIVISION APPLICATION 047/2017 (SOLOSHY / POINT)

RD/17/06/23
MOVED Director Rose, SECONDED Director Hiebert,
That the Regional Board support ALR Subdivision Application 047/2017 (Soloshy-Point), and authorize the application to proceed to the Agricultural Land Commission as the proposal meets the objectives and policies within the Official Community Plan.

CARRIED.

R-15 (see NB-1)
May 26, 2017

DEVELOPMENT VARIANCE PERMIT APPLICATION 043/2017 (REMPEL)

RD/17/06/24
MOVED Director Rose, SECONDED Director Hiebert,
That the Regional Board approve issuance of Development Variance Permit No. 043/2017 (Rempel) for the reduction of the north rear parcel line setback to a distance of 3 metres (10 feet) from the current parcel line setback distance of 7 metres (23 feet), for the construction of a residence.

CARRIED.

REPORTS: (continued)

R-16
May 26, 2017 – Tyra
Henderson, Corporate
Officer

CECIL LAKE LANDFILL PROPERTY

RD/17/06/25

MOVED Director Goodings, SECONDED Director Rose,

1. That the proposal received from Mike and Tina Tkachanko for an annual fee of \$50, plus taxes, to lease an 8 hectare portion of the South ¼ of Section 6, Township 85, Range 18, W6M, PRD except the southerly 14 feet in parallel width, commonly known as the Cecil Lake Landfill property, for agricultural purposes, be accepted; and
2. That a Licence Agreement with Mike and Tina Tkachanko for a five (5) year term be entered into; and that the Chair and Chief Administrative Officer be authorized to sign the contract on behalf of the Regional District.

CARRIED.

R-17
May 31, 2017 – Fran
Haughian,
Communications
Manager

PUBLIC PARTICIPATION FOR DECISION MAKERS COURSE

RD/17/06/26

MOVED Alternate Director Shuman, SECONDED Alternate Director Klassen,

That the scheduling of the Public Participation for Decision Makers course on November 9, 2017 from 5 p.m. to 9 p.m. be approved, and that Directors, Alternate Directors, Municipal Councils and Chief Administrative Officers in the region be invited to attend.

CARRIED.

BYLAW:

B-1
June 1, 2017

TATE CREEK COMMUNITY CENTRE SERVICE ESTABLISHMENT BYLAW NO.
2291, 2017

RD/17/06/27

MOVED Director Hiebert, SECONDED Alternate Director Christensen,

1. That "Tate Creek Community Centre Service Establishment Bylaw No. 2291, 2017" be given three readings this 8th day of June, 2017; and
2. That assent voting (referendum) for "Tate Creek Community Centre Service Establishment Bylaw No. 2291, 2017" be held on Saturday, September 9, 2017 in accordance with the *Local Government Act* and "Elections and Voting Procedures Bylaw No. 1825, 2008"; and
3. That the Assent Voting question for "Tate Creek Community Centre Service Establishment Bylaw No. 2291, 2017", as follows:
"Are you in favour of the Peace River Regional District Board adopting "Tate Creek Community Centre Establishment Bylaw No. 2291, 2017", which will permit the Regional District to establish capital reserve and operating accounts to provide financial support for the operation of the Tate Creek Community Centre, at a maximum annual tax requisition limit that is the greater of \$90,000 (Ninety Thousand Dollars) or \$0.61 per \$1,000 calculated on the net taxable value of land and improvements and assessed on improvements only?"
be approved; and
4. That, pursuant to Section 176 (4) of the *Local Government Act*, the statutory advertising of the notice of assent voting shall contain a synopsis of the Bylaws in place of copies of the bylaws; and
5. That Tyra Henderson be appointed as Chief Election Officer and Trish Morgan be appointed Deputy Chief Election Officer for the purpose of conducting the assent voting (referendum) for "Tate Creek Community Centre Service Establishment Bylaw No. 2291, 2017".

CARRIED.

NEW BUSINESS:

NB-2
Chair Sperling

NCLGA CORRESPONDENCE TO LIEUTENANT-GOVERNOR JUDITH GUICHON –
OPPOSITION MEMBERS IN THE LEGISLATURE

RD/17/06/28

MOVED Director McPherson, SECONDED Director Goodings,

That the Regional Board Chair draft a letter to Her Honour, Lieutenant-Governor Guichon regarding the NCLGA correspondence discussing opposition members in the legislature to advise that the Regional Board was not notified of the draft correspondence, did not have the opportunity to consider it, and expects that NCLGA policy will be updated to mitigate future occurrences, with copies to the Honourable Premier Christy Clark, BC NDP Leader Mr. John Horgan, BC Green Party Leader Mr. Andrew Weaver, and NCLGA, for review by the Board at a future meeting.

CARRIED.

CONSENT CALENDAR:

CONSENT CALENDAR

RD/17/06/29

MOVED Director Hiebert, SECONDED Alternate Director Ponto,
That the June 8, 2017 Consent Calendar be received.

CARRIED.

ADJOURNMENT:

ADJOURNMENT

RD/17/06/30

MOVED Director Hiebert, SECONDED Alternate Director Shuman,
That the meeting adjourn.

CARRIED.

The Chair adjourned the meeting at 11:41 a.m.

CERTIFIED a true and correct copy of the Minutes of the Regional Board of the Peace River Regional District from a meeting held on June 8, 2017 in the North Peace Cultural Centre Carpet Room, Fort St. John, BC.

Brad Sperling, Chair

Tyra Henderson, Corporate Officer