



# PEACE RIVER REGIONAL DISTRICT

## SEPTEMBER BOARD MEETING MINUTES

DATE: September 6, 2018

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 Fraser, District of Taylor  
Director Goodings, Electoral Area 'B'  
Director Hiebert, Electoral Area 'D'  
Director McPherson, District of Tumbler Ridge  
Director Michetti, Village of Pouce Coupe

**Alternate Directors**

Alternate Director Christensen, City of Fort St. John

**Absent**

Director Johansson, District of Hudson's Hope  
Director Nichols, District of Chetwynd  
Director Stewart, City of Fort St. John

**Staff**

Shawn Dahlen, Deputy Chief Administrative Officer  
Tyra Henderson, Corporate Officer  
Lyle Smith, Chief Financial Officer  
Paulo Eichelberger, General Manager of Environmental Services  
Trish Morgan, General Manager of Community Services  
Crystal Brown, Electoral Area Manager  
Brenda Deliman, Recording Secretary

Call to Order                    The Chair called the meeting to order at 10:02 a.m.

**DIRECTORS' NOTICE OF NEW BUSINESS:**

Director Hiebert                Ministry of Indigenous Relations and Reconciliation – Kelly Lake Meeting

Director Goodings            BC Ambulance Service

Director McPherson          Southern Mountain Caribou

Director Goodings            Board Meeting Location Change

Director Goodings            Ministry of Indigenous Relations and Reconciliation – Northeast Stakeholder  
and Public Roundtable Meeting

**ADOPTION OF AGENDA:**

**ADOPTION OF AGENDA**

RD/18/09/01

MOVED Director Hiebert, SECONDED Alternate Director Christensen,  
That the Peace River Regional District Board agenda for the September 6,  
2018 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 Draft Meeting Minutes of August 23, 2018
  - M-2 Committee of the Whole Draft Meeting Minutes of August 23, 2018
6. **Business Arising from the Minutes**
7. **Delegations**
8. **Petitions**
9. **Correspondence**
  - C-1 August 15, 2018 – Composite Public Affairs Inc. – Politics, Policies and Priorities Conference
  - C-2 August 22, 2018 – Regional District North Okanagan – Support for UBCM Resolution: Business Licensing
  - C-3 August 24, 2018 – TransCanada – North Montney Mainline Haystack Camp Information Session
  - C-4 August 23, 2018 – Agricultural Land Commission (ALC) – Meet with the ALC at 2018 UBCM Convention
  - C-5 August 4, 2018 – Spark Women's Leadership Conference – Community Development Institute Speaker Series – Drew Dudley
  - C-6 June 28, 2018 – City of Fort St. John – Water Supply to Charlie Lake Fire Department and Mutual Aid Agreement
  - C-7 August 27, 2018 – Walter Stewart – Building Permitting in Electoral Area 'C'

RD/18/09/01  
(continued)

**Adoption of Agenda: (continued)**

**10. Reports**

- R-1 June 28, 2018 – Kole Casey, South Peace Land Use Planner – Application for Non-Farm Use within the ALR, PRRD File No. 18-176 (Wilson)
- R-2 July 6, 2018 – Deborah Jones-Middleton, Protective Services Manager – Recommendations from the Emergency Executive Committee Meeting of July 5, 2018
- R-3 August 29, 2018 – Deborah Jones-Middleton, Protective Services Manager – Fire Safety Act
- R-4 August 28, 2018 – Lyle Smith, Chief Financial Officer – Purchasing Policy Amendment
- R-5 June 29, 2018 – Claire Negrin, Planning Services Manager – Application for Subdivision within the ALR, PRRD File No. 18-119 (Kearns)
- R-6 August 16, 2018 – Crystal Brown, Electoral Area Manager – Recommendation from the Electoral Area Directors’ Committee Meeting of August 16, 2018
- R-7 August 29, 2018 – Tyra Henderson, Corporate Officer – Notice of Closed Session

**11. Bylaws**

**12. Schedule of Events**

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

**13. New Business**

- NB-1 September 1, 2018 – Dan Davies, MLA, Peace River North – Official Opposition Leader Meet and Greet
- NB-2 Director Hiebert - Ministry of Indigenous Relations and Reconciliation – Kelly Lake Meeting
- NB-3 Director Goodings – BC Ambulance Service
- NB-4 Director McPherson – Southern Mountain Caribou
- NB-5 Director Goodings – Board Meeting Location Change
- NB-6 Director Goodings - Ministry of Indigenous Relations and Reconciliation – Northeast Stakeholder and Public Roundtable Meeting

**14. Appointments**

- a) 2018 List of Board Appointments

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

- MA-1 Farmington Community Working Group Summary Notes of August 14, 2018
- MA-2 Civic Properties Commission Meeting Minutes of July 24, 2018
- MA-3 Electoral Area Directors’ Committee Draft Meeting Minutes of August 16, 2018
- MA-4 Farmington Community Working Group Draft Summary Notes of August 28, 2018 (*refer to CA-3*)
- CA-1 August 15, 2018 – Green Communities Committee – PRRD Achievement of Carbon Neutrality
- CA-2 August 21 and 22, 2018 - Minister of Advanced Education, Skills and Training – Northern Baccalaureate Nursing Program
- CA-3 August 28, 2018 – BC Oil & Gas Commission – Farmington Community Working Group and Oversight Committee; and Project Charter for Internal Working Group for Farmington Issues; and Farmington Community Working Group Notes (*refer to MA-4*)
- CA-4 August 24, 2018 – Heritage Branch – Tumbler Ridge Museum Fossils
- CA-5 August 24, 2018 - North Central Local Government Association – Highlights of Board of Directors Meeting
- CA-6 August 28, 2018 – Northern Health – Public Health Approach to Non-Medical Cannabis
- CA-7 August 22, 2018 – District of Chetwynd – Outdoor Workout Equipment

RD/18/09/01  
(continued)

**Adoption of Agenda: (continued)**

**15. Consent Calendar (continued)**

CA-8 August 30, 2018 – North Central Local Government Association – 2018 Wildfires

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

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

**18. Adjournment**

**CARRIED.**

**GALLERY COMMENTS:**

R-5

APPLICATION FOR SUBDIVISION WITHIN THE ALR, PRRD FILE NO. 18-119  
(KEARNS)

Tammy Kearns requested that the Regional Board support her ALR Subdivision Application. Ms. Kearns explained that the subdivision would provide the opportunity for family members to live on the subject property, assume a mortgage, and contribute to and benefit from the family business. The family intends to encourage agri-tourism by developing a berry and vegetable farm with a small petting zoo and fish pond. Ms. Kearns further commented that the property was in a good location for hosting future community events.

**ADOPTION OF MINUTES:**

M-1

**ADOPTION OF MINUTES**

RD/18/09/02

MOVED Director Fraser, SECONDED Director Hiebert,

That the Board Meeting Minutes of August 23, 2018 be adopted.

**CARRIED.**

M-2

RD/18/09/03

MOVED Director Fraser, SECONDED Director Hiebert,

That the Committee of the Whole Meeting Minutes of August 23, 2018 be adopted.

**CARRIED.**

**CORRESPONDENCE:**

C-1

August 15, 2018 –  
Composite Public  
Affairs Inc.

**POLITICS, POLICIES AND PRIORITIES CONFERENCE**

RD/18/09/04

MOVED Director Bumstead, SECONDED Director Rose,

That the correspondence dated August 15, 2018 from Composite Public Affairs Inc. regarding the 2<sup>nd</sup> Annual Politics, Policies & Priorities Conference, be received for information.

**CARRIED.**

**CORRESPONDENCE: (continued)**

C-2  
August 22, 2018 –  
Regional District  
North Okanagan

**BUSINESS LICENSING – ELECTORAL AREAS**

RD/18/09/05

MOVED Alternate Director Christensen, SECONDED Director Ackerman,  
That the correspondence dated August 22, 2018 from the Regional District  
North Okanagan regarding its UBCM Resolution on Business Licensing, be  
received for information.

**CARRIED.**

**REPORT:**

**VARY AGENDA**

RD/18/09/06

MOVED Director Bumstead, SECONDED Director Rose,  
That the agenda be varied to deal with agenda item R-5 (ALR Subdivision  
Application, PRRD File No. 18-119) at this time.

**CARRIED.**

R-5  
June 29, 2018 –  
Claire Negrin,  
Planning Services  
Manager

**APPLICATION FOR SUBDIVISION WITHIN THE ALR, PRRD FILE NO. 18-119  
(KEARNS)**

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RD/18/09/07

MOVED Director Bumstead, SECONDED Director Rose,  
That the Regional Board support ALR Subdivision Application 18-119, and  
authorize the application to proceed to the Agricultural Land Commission.

**CARRIED.**

**CORRESPONDENCE:**

C-3  
August 24, 2018 –  
TransCanada

**NORTH MONTNEY MAINLINE HAYSTACK CAMP INFORMATION SESSION**

RD/18/09/08

MOVED Director Ackerman, SECONDED Director Hiebert,  
That Director Goodings be authorized to attend the TransCanada – North  
Montney Mainline Haystack Camp Information Session on September 24,  
2018 at the Halfway Graham Community Hall.

**CARRIED.**

**CORRESPONDENCE: (continued)**

C-4  
August 23, 2018 –  
Agricultural Land  
Commission (ALC)

**MEETING WITH ALC AT 2018 UBCM CONVENTION**

RD/18/09/09

MOVED Director Goodings, SECONDED Alternate Director Christensen,  
That staff be directed to organize a meeting with the Agricultural Land  
Commission at the 2018 Union of BC Municipalities Convention to discuss the  
following topics:

- oil and gas activity on agricultural land / farm income
- ALR Revitalization Committee findings and reporting

**CARRIED.**

C-5  
August 4, 2018 –  
Spark Women’s  
Leadership  
Conference

**COMMUNITY DEVELOPMENT INSTITUTE SPEAKER SERIES – DREW DUDLEY**

RD/18/09/10

MOVED Alternate Director Christensen, SECONDED Director Hiebert,  
That those Directors who wish to attend the Community Development  
Institute Speaker Series – Drew Dudley event on October 4, 2018 in Fort St.  
John, BC, be authorized to do so.

**CARRIED.**

C-6  
June 28, 2018 – City  
of Fort St. John

**WATER SUPPLY TO CHARLIE LAKE FIRE DEPARTMENT AND MUTUAL AID  
AGREEMENT**

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RD/18/09/11

MOVED Director Bumstead, SECONDED Director Goodings,  
That the correspondence dated June 28, 2018 from the City of Fort St. John  
regarding water supply to the Charlie Lake Fire Department, and a portion of  
the Charlie Lake Fire Department and the City of Fort St. John / Peace River  
Regional District Mutual Aid Agreement, be received for discussion.

**CARRIED.**

Director McPherson entered the meeting at 10:21 a.m.

RD/18/09/12

MOVED Director Ackerman, SECONDED Alternate Director Christensen,  
That staff be directed to research cost options for staff and/or a facilitator to  
assist in the development of a Comprehensive Development Plan, for  
consideration by the Board during 2019 budget discussions.

**CARRIED.**

**CORRESPONDENCE: (continued)**

C-7  
August 27, 2018 –  
Walter Stewart

**BUILDING PERMITTING IN ELECTORAL AREA 'C'**

RD/18/09/13  
MOVED Alternate Director Christensen, SECONDED Director Fraser,  
That the correspondence dated August 27, 2018 from Walter Stewart  
regarding building permitting in Electoral Area 'C', be received for  
information.

**CARRIED.**

**REPORTS:**

R-1  
June 28, 2018 – Kole  
Casey, South Peace  
Land Use Planner

**APPLICATION FOR NON-FARM USE WITHIN THE ALR, PRRD FILE NO. 18-176  
(WILSON)**

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RD/18/09/14  
MOVED Director Rose, SECONDED Director Hiebert,  
That consideration of ALR Non-Farm Use Application 18-176 be deferred until  
such time as a Public Information meeting has been held, and that the holding  
of the Public Information meeting be delegated to the Director of Electoral  
Area 'E'.

**CARRIED.**

**RECOMMENDATIONS FROM THE EMERGENCY EXECUTIVE COMMITTEE  
MEETING OF JULY 5, 2018**

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R-2  
July 6, 2018 –  
Deborah Jones-  
Middleton,  
Protective Services  
Manager

**2016 SEARCH AND RESCUE GRANT FUNDING (Recommendation No. 1)**

RD/18/09/15  
MOVED Director Goodings, SECONDED Alternate Director Christensen,  
That the Regional Board authorize the unclaimed 2016 Search and Rescue  
grant funding be carried forward as a surplus and used to reduce the  
following year's tax requisition for Grants to Community Organizations,  
Search and Rescue in the following amounts:

Chetwynd Search & Rescue Society	\$ 342.66
Tumbler Ridge Search & Rescue Society	<u>\$ 334.00</u>
Total amount to be carried forward	\$ 676.66

**CARRIED.**

**REPORTS: (continued)**

R-2 (continued)                      SEARCH AND RESCUE POLICY AND PROCEDURE #340-30-7  
(Recommendation No. 2)

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RD/18/09/16

MOVED Director Ackerman, SECONDED Director Hiebert,  
That staff be directed to review the Search and Rescue Policy and Procedure  
#340-30-7 and recommend policy amendments to the Emergency Executive  
Committee for consideration.

**CARRIED.**

R-3  
August 29, 2018 –  
Deborah Jones-  
Middleton,  
Protective Services  
Manager

FIRE SAFETY ACT

RD/18/09/17

MOVED Director Hiebert, SECONDED Director Rose,  
That the report dated August 29, 2018 from the Protective Services Manager  
regarding the *Fire Safety Act*, be received for discussion.

**CARRIED.**

RD/18/09/18

MOVED Director Goodings, SECONDED Director Rose,  
That staff be directed to submit a Late Meeting Request upon arrival at the  
2018 Union of BC Municipalities Convention with the Minister of Public Safety  
regarding *Fire Safety Act* amendments and the impact on the PRRD.

**CARRIED.**

R-4  
August 28, 2018 –  
Lyle Smith, Chief  
Financial Officer

PURCHASING POLICY AMENDMENT

RD/18/09/19

MOVED Director Ackerman, SECONDED Director Fraser,  
That the Purchasing Policy, amended in Section 1.1 to include reference to the  
obligation to adhere to the New West Partnership Trade Agreement and to  
specify BC Bid as the prescribed electronic tendering site, be approved as  
presented.

**CARRIED.**



**REPORTS: (continued)**

**RECOMMENDATION FROM THE ELECTORAL AREA DIRECTORS' COMMITTEE  
MEETING OF AUGUST 16, 2018**

R-6  
August 16, 2018 –  
Crystal Brown,  
Electoral Area  
Manager

**CHARLIE LAKE FIRE DEPARTMENT AND COMPREHENSIVE DEVELOPMENT PLAN**

RD/18/09/20

MOVED Director Goodings, SECONDED Director Hiebert,  
That the Regional District enter into discussions with Brandt Tractor Ltd. to determine access to their water cistern for firefighting response once the Charlie Lake Fire Department is staffed with a Chief and Deputy.

**CARRIED.**

RD/18/09/21

MOVED Director Rose, SECONDED Director Hiebert,

- a) That the Regional District enter into discussions with the City of Fort St. John regarding a Comprehensive Development Plan that would include not only zoning and land use matters but also the provision of services outside City boundaries, including but not limited to fire protection and water services, as suggested in their letter dated June 28, 2018 which addressed the PRRD request dated June 11, 2018 regarding provision of services; and
- b) That the Regional District enter into discussions with the District of Taylor regarding the extension of Mutual Aid into the additional expansion areas once the Charlie Lake Fire Department is staffed with a Chief and Deputy; and report back to the Electoral Area Directors' Committee with the results of the discussions.

**CARRIED.**

R-7  
August 29, 2018 –  
Tyra Henderson,  
Corporate Officer

**NOTICE OF CLOSED SESSION**

RD/18/09/22

MOVED Director Hiebert, SECONDED Alternate Director Christensen,  
That item R-7 (Closed Session) be dealt with at the end of the meeting.

**CARRIED.**

**STRATEGIC PLAN:**

**STRATEGIC PLAN**

RD/18/09/23

MOVED Director Ackerman, SECONDED Director Rose,  
That funding for the development of a new Strategic Plan be included in the 2019 budget.

**CARRIED.**

**NEW BUSINESS:**

NB-1  
September 1, 2018 –  
Dan Davies, MLA,  
Peace River North

**OFFICIAL OPPOSITION LEADER – MEET AND GREET**

RD/18/09/24

MOVED Director Hiebert, SECONDED Alternate Director Christensen,  
That those Directors who wish to attend the Official Opposition Leader – Meet  
and Greet on September 26, 2018 in Fort St. John, BC, be authorized to do so.

**CARRIED.**

NB-2  
Director Hiebert

**MINISTRY OF INDIGENOUS RELATIONS AND RECONCILIATION – KELLY LAKE  
MEETING**

RD/18/09/25

MOVED Director Hiebert, SECONDED Alternate Director Christensen,  
That authorization for Director Hiebert to attend the Ministry of Indigenous  
Relations and Reconciliation – Kelly Lake Meeting on September 5, 2018, be  
issued retroactively.

**CARRIED.**

NB-3  
Director Goodings

**BC AMBULANCE SERVICE**

RD/18/09/26

MOVED Director Goodings, SECONDED Director Hiebert,  
That a letter be forwarded to Rick Loucks, BC Ambulance Service – Northeast  
District Superintendent, to inquire as to the equipment used to transfer  
patients in multi-story buildings with elevators that are not adequately sized  
for standard equipment, and the collaborations that exist with local fire  
departments when assistance is required.

**CARRIED.**

NB-4  
Director McPherson

**SOUTHERN MOUNTAIN CARIBOU**

RD/18/09/27

MOVED Director McPherson, SECONDED Director Bumstead,  
That staff be directed to contact Stantec to request its documentation to date  
regarding potential socio-economic effects of further protecting the Southern  
Mountain Caribou, for review by Directors prior to the meeting with the  
Ministry of Forests, Lands, Natural Resource Operations, and Rural  
Development on September 12, 2018 at the Union of BC Municipalities  
Convention.

**CARRIED.**

**CONSENT CALENDAR:**

**CONSENT CALENDAR**

RD/18/09/28

MOVED Director Hiebert, SECONDED Director McPherson,  
That the September 6, 2018 Consent Calendar be received.

**CARRIED.**

**REPORT:**

R-7

August 29, 2018 –  
Tyra Henderson,  
Corporate Officer

**NOTICE OF CLOSED SESSION**

RD/18/09/29

MOVED Director McPherson, SECONDED Director Hiebert,  
That the Regional Board recess to a Closed Meeting, following the conclusion  
of the Regular Meeting agenda items, for the purpose of discussing the  
following items:

Agenda Item M-1 - Closed Meeting Minutes (CC Section 97(1)(b))

Agenda Item R-1 - Staffing (CC Section 90(1)(c))

Agenda Item R-2 - Recycling (CC Section 90(1)(i) and 90(1)(k))

Agenda Item R-3 - Litigation (CC Section 90(1)(g) and 90(1)(i))

Agenda Item D-1 – Northeast Nursing Program (CC Section 90(2)(b))

**CARRIED.**

Recess

The Chair recessed the meeting to a Closed Session and luncheon at 11:23  
a.m.

Director McPherson left the meeting following the Closed Session.

Reconvene

The Chair reconvened the meeting at 1:10 p.m.

**NEW BUSINESS:**

NB-5

Director Goodings

**BOARD MEETING LOCATION CHANGE**

RD/18/09/30

MOVED Director Fraser, SECONDED Alternate Director Christensen,  
That the September 27, 2018 Regional Board meeting, previously scheduled  
to be held in Dawson Creek, BC, be held at the Northern Grand Hotel in Fort  
St. John, BC to accommodate Directors attendance at the grand opening of  
Margaret “Ma” Murray Community School.

**CARRIED.**

**NEW BUSINESS: (continued)**

NB-6  
Director Goodings

MINISTRY OF INDIGENOUS RELATIONS AND RECONCILIATION – NORTHEAST  
STAKEHOLDER AND PUBLIC ROUNDTABLE MEETING

RD/18/09/31

MOVED Director Fraser, SECONDED Alternate Director Christensen,  
That Director Goodings be authorized to attend the Ministry of Indigenous  
Relations and Reconciliation – Northeast Stakeholder and Public Roundtable  
Meeting on September 26, 2018 in Fort St. John, BC.

**CARRIED.**

**ADJOURNMENT:**

**ADJOURNMENT**

The Chair adjourned the meeting at 1:17 p.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 September 6, 2018 in the Regional District Office Board Room, Dawson Creek, BC.

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

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