



PEACE RIVER REGIONAL DISTRICT

Electoral Area Directors Committee Meeting Revised Agenda

April 22, 2021, 10:00 a.m.
1981 Alaska Avenue, Dawson Creek, BC

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1. CALL TO ORDER	
1.1. Meeting Chair - Director Rose	
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10.1. Building Inspection at Public Facilities

10.2. Rose Prairie Water Station

11. NEW BUSINESS

*11.1. Prespatou Seniors Complex Addition

*11.2. Update on Charlie Lake Signage

*11.3. Strategic Planning Meeting

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PEACE RIVER REGIONAL DISTRICT

ELECTORAL AREA DIRECTORS COMMITTEE MEETING MINUTES

THURSDAY, MARCH 18, 2021

LOCATION Peace River Regional District Office, Dawson Creek, BC

ATTENDANCE

Directors

Director Goodings, Electoral Area 'B' (*Via Zoom*)
Director Sperling, Electoral Area 'C'
Director Hiebert, Electoral Area 'D'
Director Rose, Electoral Area 'E' – Committee Chair

Staff

Shawn Dahlen, Chief Administrative Officer
Tyra Henderson, Corporate Officer
Teri Vetter, Chief Financial Officer
Tab Young, Deputy Corporate Officer
Crystal Brown, Electoral Area Manager
Jeff McDonald, Communications Manager (*Via Zoom*)
Hunter Rainwater, Recorder

Delegations

7.1 Clear Course Consulting Ltd.
Dawn Johnson, Co-Founder & Project Manager (*Via Zoom*)
Clair Fuller, Project Coordinator & Grant Writer (*Via Zoom*)
Monica Sander Burns, Researcher & Grant Writer (*Via Zoom*)
Vanessa Carrington, Strategic Communications Specialist (*Via Zoom*)

7.2 TELUS Communications Inc.
Brian Bettis, General Manager (*Via Zoom*)
Tyler Mooi, Municipal Relations Western Canada (*Via Zoom*)

7.3 Northeast BC Community Foundation
Susie Lefferson, Executive Director (*Via Zoom*)

1. CALL TO ORDER The Chair called the meeting to order at 10:01 a.m.

VARY AGENDA MOVED Director Hiebert, SECONDED Director Sperling,
That the Electoral Area Directors Committee vary the agenda to deal with item 7.1
(Clear Course Consulting Ltd.) at this time.

CARRIED



7. DELEGATIONS

7.1

Clear Course Consulting
Ltd. – 10:00 am

The Electoral Area Directors Committee was provided with a presentation on Clear Course Consulting Ltd.'s Grant Writing Services. Topics included:

- Grant Writing and Project Management Expertise
- Helping Deliver Meaningful Projects
- 2019 – 2020 Successful Funding
- A Clear Grant Writing Process
- Staying Connected

A question and answer period ensued. Topics included: or:

- Director Rose asked if they were making themselves familiar with NDIT Grants. Dawn responded that they are familiar with those grants.
- Director Rose asked how they collect all of the information out there on grants. Dawn responded that they research task and subscribe to various newsletters. They have a grants data base.
- Director Sperling asked if they had a summary with details of the grants they have provided in the past. Dawn responded that some of the project are confidential and they would need permission from clients to share this information.
- Director Rose provided Clear Course with a heads up on a variety of groups and some issues they face with capacity.
- Director Hiebert commented that communication and availability to the groups especially in the evenings would be essential as most of the volunteers work during the day.
- Director Rose would like Clear Course to take a look at the 30-40 applications for Grants-in-Aids to see if there are any other opportunities for those organizations.
- The Electoral Area Manager will work with Clear Course and PRRD staff to discuss possible overlaps in grants.

2. DIRECTORS' NOTICE OF NEW BUSINESS

Director Goodings

Cecil Lake Recreation Commission

Director Goodings

Shooting Firearms in Rural Subdivisions

Director Goodings

Meeting with the Ministry of Municipal Affairs

Director Hiebert

NCLGA Board Meeting

Director Sperling

Signage For Lakes

3. ADOPTION OF AGENDA

3.1

Adoption of Agenda

MOVED Director Hiebert, SECONDED Director Sperling,

That the Electoral Area Directors Committee adopt the March 18, 2021 Meeting Agenda, as amended to include Director's new business:

1. Call to Order

1.1. Meeting Chair – Director Rose

2. Directors' Notice of New Business

3. Adoption of Agenda

(Continued on next page)



Adoption of Agenda
(Continued)

4. Gallery Comments or Questions

5. Adoption of Minutes

- 5.1. Electoral Area Directors Committee Draft Meeting Minutes of February 18, 2021
- 5.2. Special Electoral Area Directors Committee Draft Meeting Minutes of March 4, 2021

6. Business Arising from the Minutes

- 6.1. Tumbler Ridge Geopark and Museum

7. Delegations

- 7.1. Clear Course Consulting Ltd.
- 7.2. TELUS Communications Inc.
- 7.3. Northeast BC Community Foundation

8. Correspondence

9. Reports

- 9.1. Notice of Closed Session – March 18, 2021, ADM-EAD-031

10. Discussion Item(s)

11. New Business

- 11.1. Cecil Lake Recreation Commission
- 11.2. Shooting Firearms near Rural Subdivisions
- 11.3. Meeting with the Ministry of Municipal Affairs
- 11.4. NCLGA Board Meeting
- 11.5. Signage for Lakes

12. Diary

- 12.1. Diary Items

13. Item(s) for Information

- 13.1. EADC Terms of Reference

14. Adjournment

CARRIED

4. GALLERY COMMENTS OR QUESTIONS

5. ADOPTION OF MINUTES

- 5.1
Feb 18/21 EADC Minutes
MOVED Director Sperling, SECONDED Director Hiebert,
That the Electoral Area Directors Committee adopt the February 18, 2021 Meeting Minutes.

CARRIED

- 5.2
Mar 4/21 Special EADC
Minutes
MOVED Director Goodings, SECONDED Director Hiebert,
That the Electoral Area Directors Committee adopt the March 4, 2021 Special Meeting Minutes.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES

- 6.1
Item #11.2 February 18,
2021
MOVED Director Hiebert, SECONDED Director Sperling
That the Electoral Area Directors Committee invite Director Bertrand to attend a future EADC meeting to discuss and expand on questions that were brought forward at the Special Regional District Budget Meeting regarding the budget for the Tumbler Ridge Geopark and Museum.

CARRIED



VARY AGENDA

MOVED Director Goodings, SECONDED Director

That the Electoral Area Directors Committee vary the agenda to deal with item 11 (New Business) at this time.

CARRIED

11. NEW BUSINESS

11.1

Cecil Lake Recreation
Commission

Director Goodings received a call from the Cecil Lake Recreation Commission regarding how they should dispose of the old ball diamond dugouts, as they are looking to replace them. The Cecil Lake Recreation Commission wanted to know who they should give them to, a community member or the Monteny Recreation Commission. The Committee agreed that they should be given to another not-for-profit organization. The CAO noted that staff would need to gather more information before making a decision on how to go about disposing of these ball diamond dugouts.

11.2

Shooting Firearms near
Rural Subdivisions

Director Goodings received an email from a concerned community member in the Red Creek subdivision regarding shooting firearms inside the subdivision. The CAO noted that Regional Districts do not have the authority to place no shooting zones in areas. Director Goodings will reach out to this community member and let them know that they would need to reach out to their local MLA about this.

7. DELEGATIONS

7.2

TELUS Communications
Inc. – 11:00 am

The Electoral Area Directors Committee was provided with a presentation on Connectivity. Topics included:

- TELUS' approach to supporting all communities; business communities, indigenous communities, rural communities etc.
- TELUS' Friendly Future Foundation
- Connectivity and Inclusivity
- COVID-19 Support
- Advancing Rural Connectivity
- Last Mile Connectivity
- Regional Connectivity Plan

A question and answer period ensued.

- Director Goodings mentioned that some residents are not getting the connectivity that they require.
- TELUS stated that they would like to work with the PRRD to determine areas of concern and priority, and build a plan to address and enhance services.
- Director Goodings noted that she contacted TELUS and Northwest Tel for Mile 72 and 73 (Sheppard's Inn) and neither were willing or able to provide the service for that area. TELUS stated that they are committed to providing service and would like to talk with Director Goodings one on one about the Sheppard's Inn to see what they can do about providing some services.



VARY AGENDA

MOVED Director Sperling, SECONDED Director Hiebert,
That the Electoral Area Directors Committee vary the agenda to deal with item 9.1
(Notice of Closed Session – March 18, 2021, ADM-EADC-031) at this time.

CARRIED

9. REPORTS

9.1

Notice of Closed Session –
March 18, 2021, ADM-
EADC-031

MOVED Director Sperling, SECONDED Director Hiebert,

That the Electoral Area Directors Committee recess to a Closed Meeting for the
purpose of discussing the following items:

Agenda Item 3.1 and 7.1 – Closed Meeting Minutes (CC Section 97(1)(b))

Agenda Item 5.1 – Information Prohibited from Disclosure (CC Section 90 (1)(j))

CARRIED

Recess

The Chair recessed the meeting for luncheon at 12:26 pm.

Reconvene

The Chair reconvened the meeting at 1:04 pm.

7. DELEGATIONS

7.3

Northeast BC Community
Foundation – 1:00 pm.

The Electoral Area Directors Committee was provided with a presentation on the
Northeast BC Community Foundation. Topics included:

- What is a Community Foundation?
- Who we are
- Money disbursed in 2020
- Three Main Areas: Grants, Funds and Community Involvement
- Other activities
- Our Vision
- How can PRRD get involved?

A question and answer period ensued.

- Director Rose asked how the funds are disbursed. Susie responded that funds came through other grants. They also received a lot of grants through Emergency Funds
- Director Rose asked what their admin fee was. Susie responded that 2% is charged to administer the funds.
- Director Rose mentioned that Fort St. John had withdrew from the fund and wanted to know if that was an option for anyone. Susie responded that it is an option for anyone.
- Director Goodings asked why they have never approached the Electoral Area Directors before now. Susie responded that she is now in the position where she wants to reach out to as many people/organizations as possible.

8. CORRESPONDENCE

10. DISCUSSION ITEM(s)



11. NEW BUSINESS

- 11.3 Meeting with the Ministry of Municipal Affairs Director Goodings will send a letter to the Minister of Municipal Affairs stating her concerns about the options to be able to borrow money for the North Peace Leisure Centre to provide to the City of Fort St. John for operational expenses and will copy the other Electoral Area Directors.
- 11.4 NCLGA Board Meeting Director Hiebert requested agenda topics that the Electoral Area Directors would like to see brought forward to the next NCLGA Board Meeting. Director Sperling noted that his biggest concern is Board structure and costs.
- 11.5 Signage for Lakes Director Sperling requested information regarding the process for posting signage around lakes.

12. DIARY

- 12.1 Diary Items No changes were made to the Diary

13. ITEMS FOR INFORMATION

- 13.1 EADC Terms of Reference The EADC Terms of Reference was included for the Committee's information.

14. ADJOURNMENT

The Chair adjourned the Meeting at 1:42 pm.

Director Rose, Meeting Chair

Hunter Rainwater, Recorder

Introduction to Housing Policy Objectives & Policy Recommendations

EADC - April 2021



PEACE RIVER REGIONAL DISTRICT



Agenda

- About the process
- Key housing issues in Electoral Areas
- Role of local government
- Regional level housing objectives & policy recommendations
- Next steps

How We Got Here

- Housing Needs Reports
 - Quantitative Data
 - Qualitative Data
 - Analysis and Key Findings
- Housing Policy and Practices Review
 - Initial presentation to Staff Working Group
- Identifying draft recommendations for all project partners
 - Review of draft recommendations with staff
 - Presentations to municipal councils and EADC <- We are here

3

Key Housing Challenges in Electoral Areas

- Challenges with housing affordability and lack of available accommodations.
- Lack of servicing for new development, particularly for First Nations communities.
- Large senior population and lack of housing support in rural areas.
- Lack of aging in place options (regional) including the following:
 - ALR land use limitations create issues with inter-generational opportunities for farming (and aging in place).
 - Lack of housing support for aging in place in rural areas
 - Limited options for downsizing, affordable housing or assisted living for seniors in municipalities.
- Below median-earning and single-parent families may have challenges affording homes
- Unmeasured impacts of the shadow population that are nonetheless felt regionally

4



Role of Local Government

Municipalities enable the development of appropriate housing across the continuum through a range of tools.

- Facilitate development
- Regulate
- Incentivize & Invest
- Advocate
- Partner

5



Electoral Area Housing Objectives

1. Strengthen aging in place options in rural areas and increase senior supports.
1. Strengthen mechanisms for information sharing and partnerships with neighbouring First Nations.
1. Provide the right mix of housing in the right location.

6

Objective #1

Strengthen aging in place options in rural areas and increase senior supports.

Policy Recommendations:

- Allow secondary suites in single family homes in rural areas, particularly on ALR lands.
- Support applications for seniors housing that may support or provide services to rural populations.

7

Gentle/Flexible Density

- Within the RDFFG's eight (8) OCPs, there are provisions to allow for secondary suites within the principal dwelling (subject to maximum floor area requirements, approved sewage disposal system, zoning and BC Building code requirements)
- Additional residential units are permitted on lots that meet minimum parcel size requirements and fulfill requirements of the Agricultural Land Commission, if applicable.

Case Study

8

Objective #2

Strengthen mechanisms for information sharing and partnerships with neighbouring First Nations.

Policy Recommendations:

- Continue to engage with First Nation communities annually regarding housing issues and trends they are experiencing
- Explore opportunities to support First Nations housing projects through servicing agreements or other partnerships

9

Servicing and/or Protocol Agreements

- PRRD and Saulteau First Nations Memorandum of Understanding
- Service agreements between the RDFFG and First Nation communities have been established to provide coordinated and joint services.

**What Might
that Look
Like?**

10

Objective #3

Provide the right mix of housing in the right location.

Policy Recommendations:

- Identify non-ALR areas suitable for forms of gentle density
- Identify areas for ALR exclusions that PRRD can put forward for suitable residential development
- Consider pre-zoning for these areas to accommodate desired housing forms.

11

Next Steps

- Presentations to EADC and municipal Councils for focused recommendations
- Incorporate staff and elected official feedback into objectives and policy recommendations
- Potential virtual round table or other engagement with stakeholders
- Develop draft Policy Recommendation Report

12

Hunter Rainwater

Subject: FW: IAF Local Government Partnership Project Program

From: Bess Legault <bess@neat.ca>

Sent: Friday, April 9, 2021 2:38 PM

To: Director Karen Goodings; Chair Brad Sperling

Subject: IAF Local Government Partnership Project Program

CAUTION: This email originated from outside of the organization.

Hi Brad and Karen

I am writing today to share information about a new funding opportunity that came out yesterday. It is for the Local Government Partnership Program administered through IAF.

<https://iafbc.ca/local-government-partnership-program/>

As a director with the Peace River Forage Association, we have been engaging with Agriculture and Agri Foods Canada (AAFC) around the recent announcement for funding increases made to their existing Living Labs program. This program is designed to be farmer led research partnered with publicly funded agrologists to achieve data collection and understanding around innovation in carbon storage and sequestration as well as climate change adaptation and mitigation.

My role with the Northern Co-hort has allowed me to bridge conversations about climate solutions in agriculture with a diversity of producers of various scales in our region and it excites me that our Federal government is funding research and extension to support farmers through a transition to climate adaptive and mitigative agriculture.

As the Women's President of the National Farmers Union, I have been able to share research around the farm crisis and the climate crisis in our local area having a cross section of curious producers who agree that achieving economic sustainability in our current model of farming and market access is quite difficult and they are looking for support to seek out solutions.

Furthermore, I have been engaging with Kwantlen Polytechnic University (KPU) and Northern Co-hort will be co-applying to the BC MOA for a province wide organic and regenerative extension service to ensure that the average BC farmer has access to information and support as they explore transitions towards soil health focused agriculture. If approved, Northern Co-hort will be part of the overall program management committee and host several Peace Region extension staff to work directly with farmers in our area.

I believe that there is a tremendous opportunity for the Peace Region to be a key player in supporting research in carbon sequestration and climate adaptation. Between the foundational work conducted by the Peace River Forage Association, creating benchmarks and baseline soil health data as well as experienced producer members who have been practicing regenerative agriculture and other innovations around soil health development and the federal and provincial funding pools we are collaboratively planning to apply into, there is a great opportunity for the Peace.

However, there are a lot of questions about how to bring together cross commodity producers in the Peace in order to make the most use of this research funding and to ensure it has the greatest overall impact on the health of our soils, production, farmers and communities.

I am writing to see if there is interest from the PRRD Rural directors to co-fund an agrologist position for the region to explore how best to unite Peace Region producers here and to build relationships to create a plan for connecting our landowners and producers to take advantage of this funding and bring climate resilience to our food production systems and economic resilience to farmers here in the Peace.

Thank you in advance for your time and consideration, I would be happy to answer any questions you might have.

Bess Legault
Northern Co-Hort Coordinator
Northern Environmental Action Team
10421-100 St. Fort St John V1J 3Z3 (new address)
Phone: 250-785-6328
Cell: 778-256-3353
Email: Bess@neat.ca

The Northern Co-Hort is a NEAT program designed to support local producers flourish.
For more information, please visit www.neat.ca

Northern Environmental Action Team
10421-100 St. Fort St John V1J 3Z3
250-785-6328

Hunter Rainwater

Subject: FW: Meat Production Modernization – Update and Consultation Opportunity

CAUTION: This email originated from outside of the organization.

I am writing to provide you with an update on Meat Production Modernization and to invite you to participate in consultation on proposed amendments to the Meat Inspection Regulation that might affect your regional district.

On September 14, 2020, the Ministry of Agriculture, Food and Fisheries released a Rural Slaughter Modernization Intentions Paper for public comment. The consultation period closed on November 16, 2020. 88 submissions were received.

Feedback on the intentions paper supports modernization of meat production and highlights the potential for further improvement to meat inspection and overall administration. Support for modernization and increasing access to local meat is high.

- To review the feedback, read the [Modernizing Rural Meat Production in B.C. What We Heard report \(PDF, 1.2 MB\)](#).
- To learn more about the changes being proposed, read the [Meat Production Modernization: Next Steps factsheet \(PDF, 70 KB\)](#).

In response to feedback the ministry received in the fall, the government is now proposing amendments to the Meat Inspection Regulation. You are invited to provide input on the proposed amendments. Please contact me within 30 days if you would like to request more information or book an online meeting. In response to feedback the ministry received in the fall, the government is now proposing amendments to the Meat Inspection Regulation that might affect your regional district. The proposed changes include discontinuing the use of designated areas.

You are invited to provide input on the proposed amendments. Please contact me within 30 days if you would like to request more information or book an online meeting.

Tom McReynolds

Special Project Legislation Director
BC Ministry of Agriculture, Food and Fisheries
250-213-6810

MODERNIZING RURAL MEAT PRODUCTION IN B.C.

ONLINE SURVEY

What We Heard

MARCH 2021



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"I want to make my voice heard for a robust system of slaughter licensing in B.C. that matches oversight to risk, minimizes excessive costs for small operators, and enables the type of business development in all areas of the province that we have demonstrated is possible here at our farm..."



MODERNIZING RURAL MEAT PRODUCTION IN B.C.
ONLINE SURVEY | WHAT WE HEARD | MARCH 2021

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11	<i>Key Themes</i>
12	APPENDIX A

INTENTIONS PAPER AND ENGAGEMENT PROCESS

On September 14, 2020, the Ministry of Agriculture (Ministry) released an Intentions Paper on Rural Slaughter Modernization, outlining the Ministry's proposed options for modernizing meat production in B.C.

The Ministry's goal is to create opportunities to realize efficiencies, minimize risks, ensure opportunity, and simplify practices for producers and processors while maintaining consumer confidence in a safe, stable supply of B.C. meat that is produced humanely.

During the engagement period, which ran until November 16, 2020, the Ministry collected 88 submissions from meat producers, meat facility operators, industry associations and non-government organizations, local governments and the public. 86 were received by email, and 2 were received by surface mail.

There are currently 149 licenced slaughter establishments in B.C., and as of 2016 there were more than 15,000 farms producing livestock and poultry. Given the size of the sector the response rate was low, however, the information received is valuable for gauging interest in the various topics presented. COVID-19 has highlighted the essential need for B.C. to have a stable food supply for our residents.

On December 1, 2020, the transfer of administration of Class D and E licences from health authorities to the Ministry was completed. The Ministry is updating the rural Code of Practice and developing a new 'SlaughterRight' training program for facility operators, and is planning on increasing oversight by inspecting every Class D and E facility by December 1, 2021. These updates contribute to the objectives of the Regulatory Efficiency theme presented within the Intentions Paper. The feedback received will be considered in development of an action plan for modernizing meat production.

SUBMISSIONS

Submissions were divided into six stakeholder groups. The number of submissions for each group is categorised in the table below.



Stakeholder Group	Submission #
Producers	33
Public	22
Non-Government Organizations (NGOs) and Industry Associations	12
Class A/B Licence Holders	10
Class D/E Licence Holders	5
Local/Regional Government	4

Each response was reviewed and assessed as to whether it agreed, disagreed, or was neutral regarding the multiple themes conveyed within the Intentions Paper. During review, it became apparent that there were additional themes contained in the feedback that had not been presented in the Intentions Paper, as a result, new categories were added to track these. The overall results were then broken down by stakeholder group.

Support for the main and additional themes is explored in the next section and is followed by a break-down of the key themes for each submission group. A graph containing support levels for all intentions paper themes and additional themes is contained in Appendix A.

SUPPORT FOR MODERNIZATION

"This year we have seen a huge increase in demand for our farm products in our local market. Unfortunately, we are unable to expand our business because of lack of access to processing facilities."



The reporting within this What We Heard document outlines the level of agreement and disagreement contained within the submissions received. It has been categorised into the main Intentions Paper themes and additional themes. Many submissions did not comment on the majority of themes, for which they were assessed as neutral. Stakeholders and those working in the sector provided the most detailed comments regarding the intentions and presented numerous options on how the Ministry might proceed.

OVERARCHING THEMES

- » Strong support for modernization, and many of those who responded favourably also urged the Ministry to act quickly to deal with outstanding issues the meat sector is facing. 80% of the feedback received agreed with modernization, while 3% disagreed.
- » The meat sector in B.C. is facing capacity issues relating to a lack of skilled labour, and a lack of processing options such as cut and wrap facilities and butchers. These issues are affecting the entire sector and consumers.
- » Large portions of the Intentions Paper were disregarded by many respondents and were coded as neutral. Given this high level of neutrality and the low level of disagreement regarding the proposed options, it appears that these topics were not controversial or highly divisive.
- » Responses from small-scale meat producers and local governments favour the Ministry making Class D and E licences available in more areas of the province and increasing where and how that meat can be sold.
- » Public support for small-scale meat producers in B.C. is strong, and consumers have a strong desire to support local farmers and producers.

"RURAL SLAUGHTER" IS NOT DESCRIPTIVE

Some submissions commented that referring to this project as "rural slaughter modernization" is not accurate. Using the word "rural" to describe Class D and E establishments is unclear because some of those establishments are not in "rural" areas of the province, and most Class A and B establishments are in "rural" areas. We have adjusted materials in response to this feedback.

PUBLIC HEALTH AND SAFETY

► UPDATED RISK ASSESSMENT

11% of feedback agreed that the Ministry should undertake a new risk assessment project to support development options for meat production.

1% disagreed and 88% were neutral.

► UPDATED TRAINING

30% agreed that the Ministry should develop updated training materials regarding slaughter practice, animal welfare, and food safety for rural producers.

1% disagreed and 69% were neutral.

► UPDATED RURAL CODE OF PRACTICE

16% agreed that an updated rural code of practice would establish higher standards and provide improved clarity about requirements for licence holders and operators. 0% disagreed and 84% were neutral.

► INCREASED OVERSIGHT OF PLANS AND RECORDS

22% agreed that more comprehensive, frequent, and consistent oversight of Class D and E licence holders' food safety plans, standard operating procedures and record-keeping by the Ministry would contribute to improved public health outcomes. 9% disagreed and 69% were neutral.

► INCREASED FREQUENCY OF RURAL INSPECTIONS

19% agreed with the Ministry's commitment to increasing inspection of rural meat facilities, as well as public reporting on inspections and compliance. 0% disagreed and 81% were neutral.

► EDUCATION BEFORE ENFORCEMENT

6% agreed that the Ministry should make every effort to work with operators on improving facilities and practices as a first step towards ensuring compliance. 0% disagreed and 94% were neutral.

INNOVATION

► ALTERNATIVES TO TRADITIONAL INSPECTION

40% agreed that the Ministry should be seeking opportunities to explore alternatives to traditional inspection like remote inspection, or other uses of agri-technology. These alternatives may include remote ante-mortem inspection, "cold" post-mortem inspection, or third-party inspection. 0% disagreed and 60% were neutral.

16% agreed that alternative models of licencing mobile abattoirs should be explored. 1% disagreed and 83% were neutral.

► REGULATORY CHANGES

In general, feedback was supportive of the Ministry exploring the following changes to the current licensing framework for Class D and Es:

- » 19% agreed with increasing the allowable volume of production. 3% disagreed and 78% were neutral.
- » 30% agreed with increasing available markets where meat can be sold, as well as increasing the geographic scope of where they can sell. 1% disagreed and 69% were neutral.
- » 41% agreed that Class D and E licences should be available in more areas of the province. 2% disagreed and 57% were neutral.
- » 2% agreed that the Ministry should consider re-defining the existing licence names to make more sense for users and the public. 0% disagreed and 98% were neutral.

REGULATORY EFFICIENCY

► REALIZING EFFICIENCIES

7% agreed that the Ministry taking over administration of all facilities from health authorities will improve efficiency, reduce stakeholder confusion, and improve oversight. 0% disagreed and 93% were neutral.

► COLLABORATION

3% agreed that the Ministry will need ongoing collaboration with health authorities on food safety matters relating to food premises. 0% disagreed and 97% were neutral.

STRENGTHENING OUR PROVINCIAL FOOD SUPPLY

52% agreed that access to local meat should be increased, and that developing a resilient and diverse food supply chain can help to mitigate large scale production disruption and strengthen local food supply security. 1% disagreed and 47% were neutral.

ADDITIONAL THEMES

"Abattoirs are an absolutely essential feature of a vibrant and resilient small-scale meat system, and right now the lack of reliable access to abattoirs is the main roadblock facing existing producers."



PROVINCIAL CAPACITY ISSUES

77% of feedback suggested that there are capacity issues negatively affecting B.C.'s meat production sector. 0% disagreed and 23% were neutral. These issues relate to a lack of skilled labour and cut and wrap services, and are affecting abattoir operators as well as producers who are facing long wait times for booking slaughter services. Closures of existing Class A and B facilities are also forcing producers to seek slaughter services farther from their farms, requiring more travel.

18% suggested that the Ministry should provide funding to industry and producers to help them upgrade their equipment and infrastructure to help alleviate capacity issues. 0% disagreed and 82% were neutral.

ON-FARM MEAT PRODUCTION IMPROVES ANIMAL WELFARE

23% of respondents suggested that on-farm production improves animal welfare. Those who agreed commented that they would rather be able to produce or consume meat from animals that are raised and slaughtered on the same farm. Feedback that favoured this theme suggested that longer travel times increase animal stress, and reducing that stress is important both from an animal welfare and a meat quality standpoint. 1% disagreed and 76% were neutral.

INDUSTRY CONSULTATION

11% suggested that the Ministry should continue to consult with producers and industry stakeholders as they develop policy options or update existing requirements such as rural Codes of Practice or Standard Operating Procedures. 0% disagreed and 89% were neutral.

RISK-BASED INSPECTIONS VS FULL INSPECTIONS

14% suggested that the Ministry should explore risk-based inspection models as a method to free up ministry resources that would otherwise be going towards increased oversight, and to reward good compliance. 0% disagreed and 86% were neutral. Contrary to the above theme, 8% suggested that Class D and Es should be inspected by meat inspectors, to ensure operators are adhering to food safety and regulatory requirements. 2% disagreed and 90% were neutral.

SMALL FARMS PROVIDE BETTER TRACEABILITY

11% suggested that when compared to larger establishments, smaller farms selling directly to consumers provide a better avenue for traceability should a public health event occur. 1% disagreed and 88% were neutral. Comments suggested that these producers know their customers individually and pride themselves on selling high quality meat. They feel their reputation relies on selling a high-quality product, so they take precautions to ensure the meat they sell is free from contamination of any kind.

FEEDBACK FROM PRODUCERS

“As a small farmer, I would like to be able to feed my neighbourhood and my community. The market exists to expand the small, sustainable livestock that I already produce for my family into a larger locally-grown meat production.”



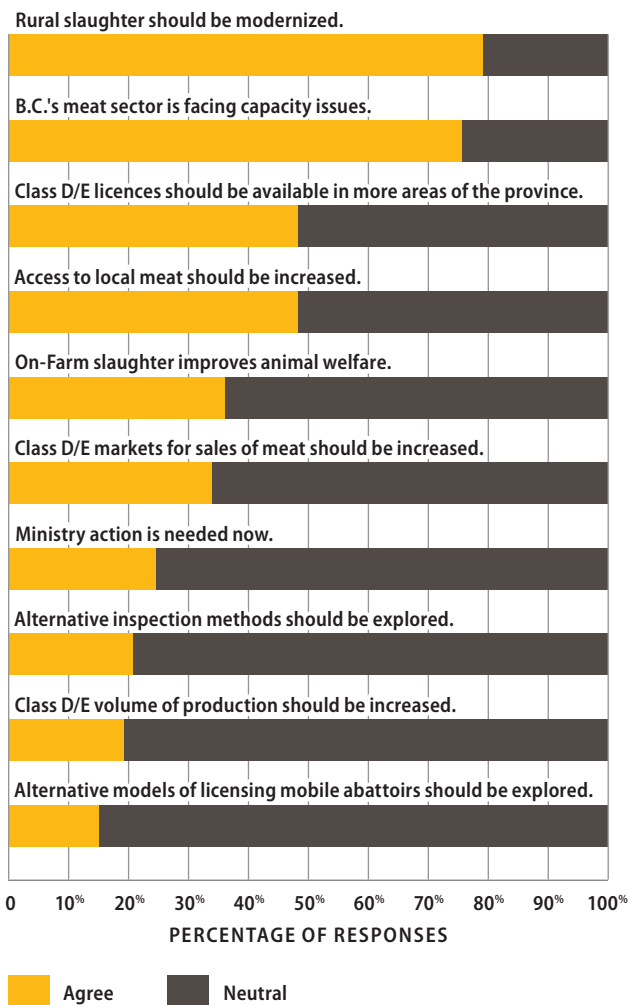
The Ministry received 33 submissions from producers throughout BC, and from many who identified themselves as small-scale producers.

KEY THEMES

- » Rural meat production needs to be modernized. In many cases, producers felt that the Ministry's current licensing framework does not allow them to operate viable businesses in the way they would like. They take pride in supplying meat to their communities and believe that access to local meat should be increased.
- » Many provided feedback on the issues they face with securing processing for their livestock, whether it is slaughter or cut and wrap services. Beyond not being able to book slaughter dates, issues involve having to travel many hours in one direction to drop their animals off at Class A or B establishments, only to have to make the same trip to pick them up again, or not being able to secure bookings for their small poultry batches due to local facilities only taking large batches.
- » Almost half agreed that Class D and E licences should be made available in more areas of the province, and a smaller number agreed that meat from Class D and Es should be able to be sold beyond their regional district, or that Class E's should be able to sell to retail.
- » Many producers described their respect for the livestock they raise and the care they provide, and how they want to provide that same care and respect through the full production process.

► PRODUCER MAIN THEMES

(33 Submissions)



Note: Submissions from producers did not disagree with any of these key themes.

FEEDBACK FROM THE PUBLIC

"I care deeply about our local B.C. economy and the livelihoods of BC residents, having a healthy and thriving local food system, having high-quality and affordable food available to B.C. residents, and the humane treatment of the animals within our food system."



The Ministry received 22 submissions from the public and consumers. Submissions that did not clearly belong to a particular category were included with this group.

Consumers and customers of small-scale farmers felt it was very important that they were able to buy meat from producers they know, and trust are raising animals humanely.

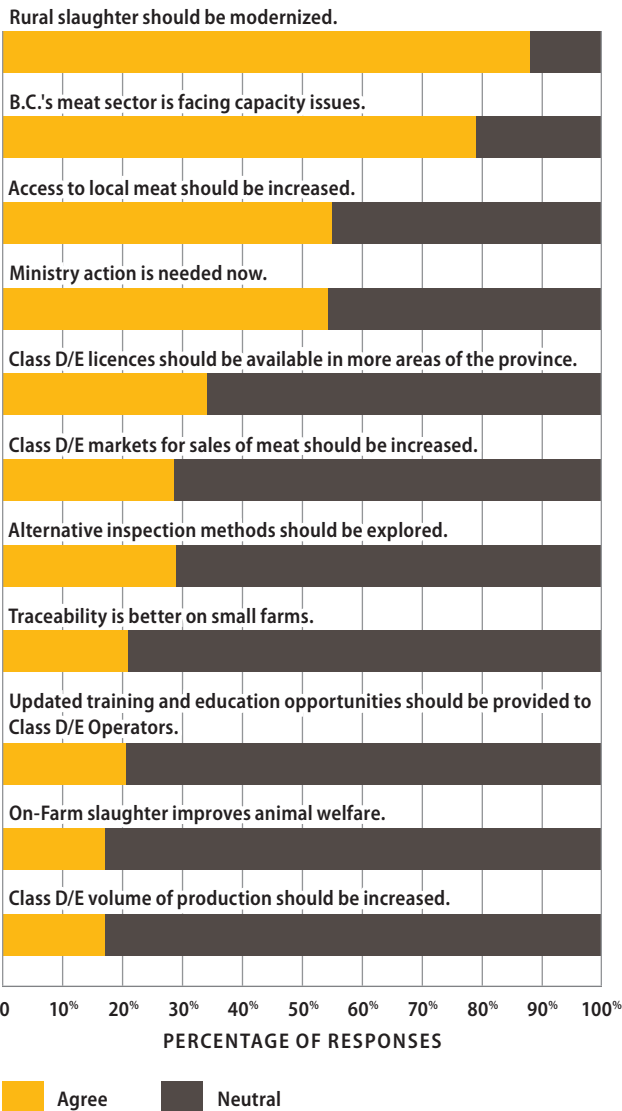
KEY THEMES

- » Most submissions were in favour of modernization in general, without commenting on specific themes.

- » The majority were also concerned with capacity issues facing the meat sector.
- » More than half of responses want access to local meat increased, and they believe that action is needed now.
- » There was some support for updating the Class D and E licensing framework, such as making them more available throughout the province, as well as increasing the markets where meat from these types of licences can be sold.

► PUBLIC MAIN THEMES

(22 Submissions)



Note: Submissions from the public did not disagree with any of these key themes.

FEEDBACK FROM NGOS AND INDUSTRY ASSOCIATIONS

"We need to address the mounting meat-processing crisis and ensure positive and immediate actions are not thwarted. A thriving and resilient meat processing industry will serve the economic, nutritional, social, community development, food production and climate change goals of all British Columbians."



The Ministry received 12 submissions from industry associations and non-governmental organizations, representing different areas of the meat sector, from animal associations, to a larger submission with 14 stakeholder signatories which was treated as one submission. This group of submitters was very engaged with the Intentions Paper themes and provided very detailed feedback.

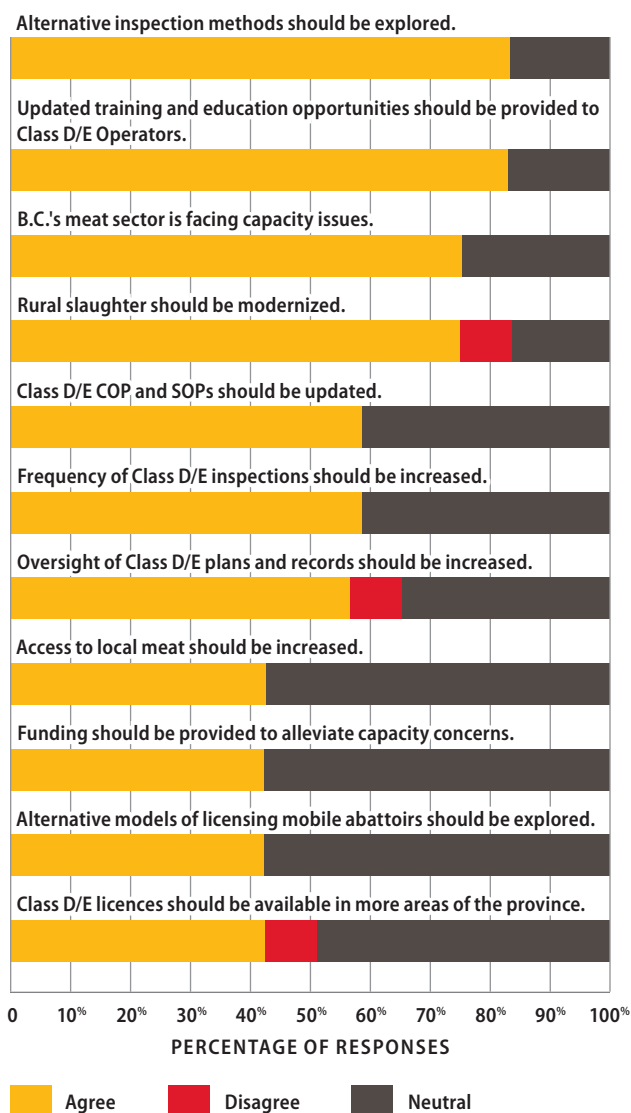
KEY THEMES

- » The Ministry should explore alternative inspection methods, such as utilizing virtual technologies, or moving towards risk-based inspection schedules.

- » Producers and facility operators should be provided with updated education resources, and should be working with schools such as Thompson River University to align their curriculum with the meat inspection program.
- » Oversight and inspections of Class D and E establishments should be increased.
- » Feedback from members underscored the capacity issues the province is facing, and most highlighted this issue, as well as the need to modernize meat production

► **NGOS AND INDUSTRY ASSOCIATION** **MAIN THEMES**

(12 Submissions)



FEEDBACK FROM CLASS A AND B LICENCE HOLDERS

"As our abattoir makes it's way through an especially busy fall season unlike any other year, we realize that the demand for high quality local meats has increased exponentially. We also know that many other abattoirs in B.C. are also feeling the pinch and pressure of increased, steady demand while dealing with critical labour shortages in an already tough industry."



The Ministry received 10 submissions from Class A and B establishment operators. Overall, this group provided comments for many of the themes, as well as commenting on how many of the ideas could also be applied to Class A and B establishments.

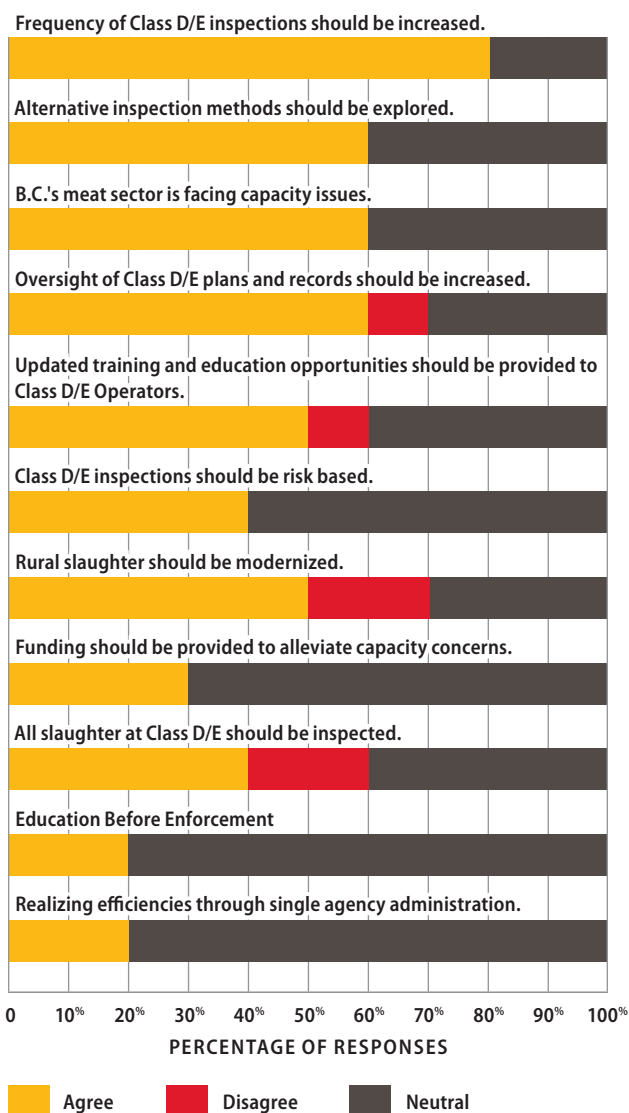
KEY THEMES

- » Feedback suggests the capacity issues facing the meat sector stem from both a lack of cut and wrap and butchering services, and a difficulty in finding skilled abattoir employees. In addition to these issues, scheduling backlogs are created when many producers prefer to slaughter in the busy fall months, rather than utilizing the shoulder seasons and booking accordingly.

- » There were strong feelings that without full-time inspection, Class D and E establishments posed a risk to the meat sector. A food-borne illness event from uninspected meat could damage the image of the whole provincial sector. To mitigate this risk, this group is strongly in favour of increased inspections for Class D and E.
- » Alternative inspection methods should be explored, such as risk-based systems allowing remote inspection in low-risk establishments (for Class D, E, A, or B), as well as utilizing a system like the federal Modernized Poultry Inspection Program in high volume poultry plants.
- » There is support for increasing oversight and training of Class D and E operators.

► CLASS A AND B MAIN THEMES

(10 Submissions)



FEEDBACK FROM CLASS D AND E LICENCE HOLDERS

"B.C. farmers need as many abattoir opportunities as possible, in every community, regardless of proximity to licensed Class A or B facilities."



The Ministry received 5 submissions from Class D and E licence holders or operators throughout B.C. While this number was smaller than anticipated, their responses echo what was heard during the *2018 Class D and E Licence Consultation*¹ which heard from 65 Class D and E applicants, including 21 current licence holders, 31 expired licence holders, and 13 whose applications did not proceed.

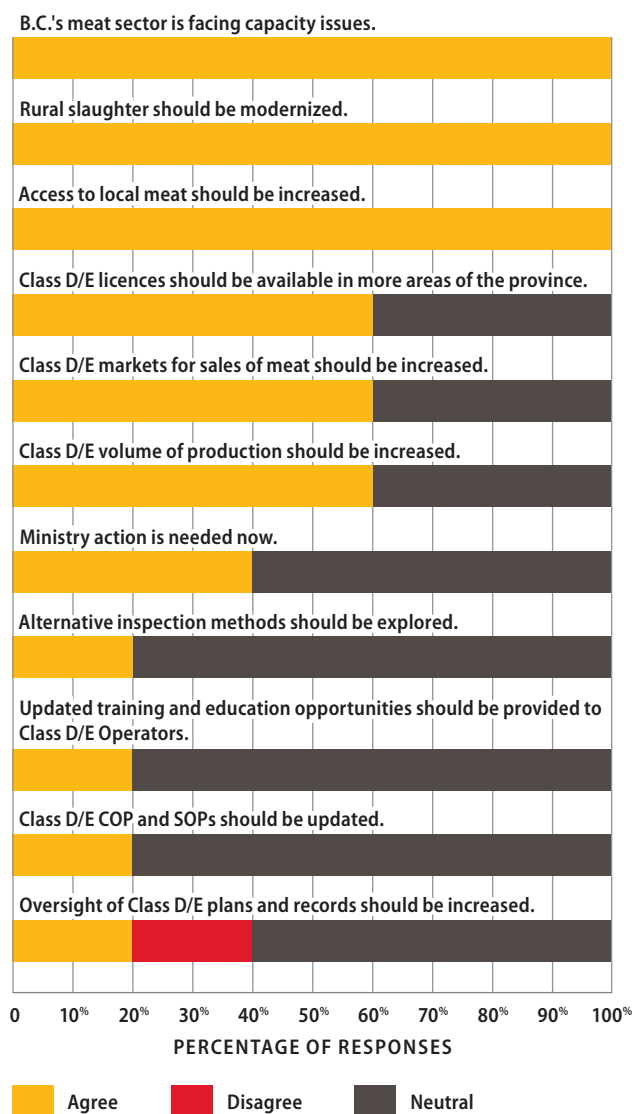
Overall every response in this group was supportive of modernization, as well as increasing access to local meat.

KEY THEMES

- » All submissions referenced issues with using existing Class A and B facilities, such as waitlists of a year or longer to book slaughter services or needing ferry travel which adds cost and travel time. They also highlighted the lack of cut and wrap facilities.
- » Some Class E holders find the current geographic, volume, and sales limits restrictive, and are in favour of increasing all these limits.
- » Some found the 10,000 lb volume limit for Class E too restrictive to support a viable farm business that meets the needs of customers.
- » Class E holders also found that the restriction against selling to retail impacted their business plans, while others suggested that both Class D and E licence holders should be able to process poultry into parts for easier sales, arguing that the further butchering would not increase the food safety risk.
- » There was minimal support for exploring alternative inspection methods (20%), updating training and education for Class D and E operators (20%), and updating the Rural Slaughter Code of Practice (20%).

► CLASS D AND E MAIN THEMES

(5 Submissions)



¹ <https://tinyurl.com/2qtjt7tm>

FEEDBACK FROM LOCAL AND REGIONAL GOVERNMENTS

"...it is very important to acknowledge the linkage between farmers and urban communities. The proposed changes to the meat regulations are not just a rural matter. For example, farm gate sales provide an opportunity for the broader community to establish relationships with farmers and know where their food is coming from."



The Ministry received 4 submissions from either municipalities or regional governments, including regional agricultural councils or groups that were able to speak for their community. This number was lower than anticipated, but feedback was consistent with what has heard from the Class D and E consultation, and the 2019 Discussion Paper to solicit feedback from Local Governments about Class D Licences.

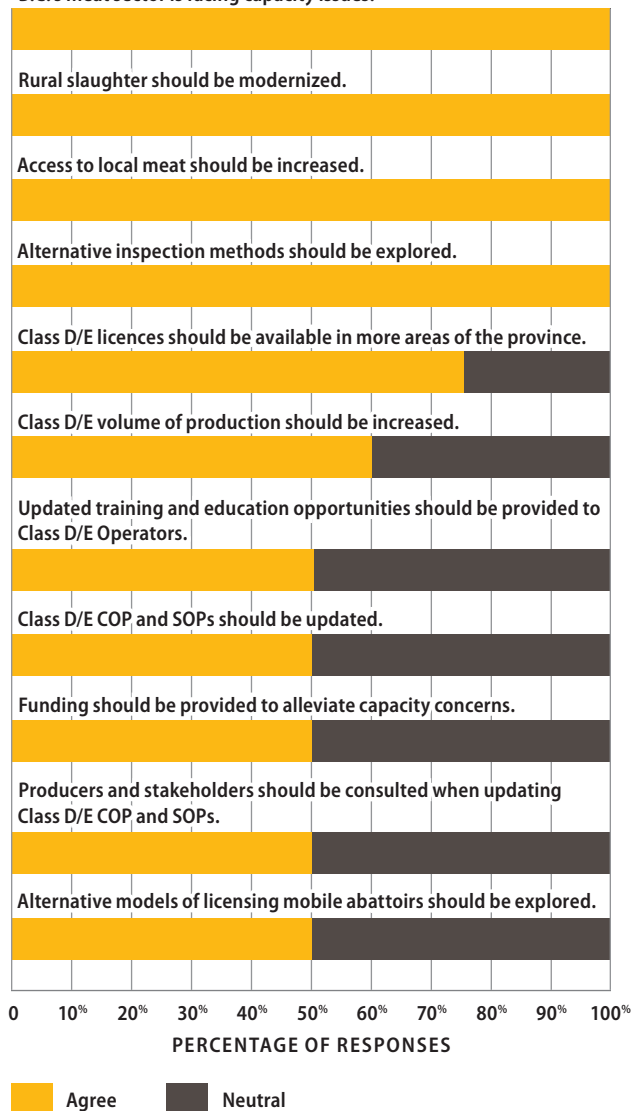
KEY THEMES

- » All submissions highlighted the capacity issues that producers and establishment operators are facing.

- » All submissions were in favour of modernization and providing more access to local meat. Stronger local food hubs would also strengthen the economy. Producers would spend more resources within the community to supply their farms.
- » They are highly in favour of the Ministry exploring alternative inspection methods such as using virtual technologies.
- » Many are in favour of making Class D and E licences more available either within their region, or B.C.

► LOCAL/REGIONAL GOVERNMENT MAIN THEMES (4 Submissions)

B.C.'s meat sector is facing capacity issues.



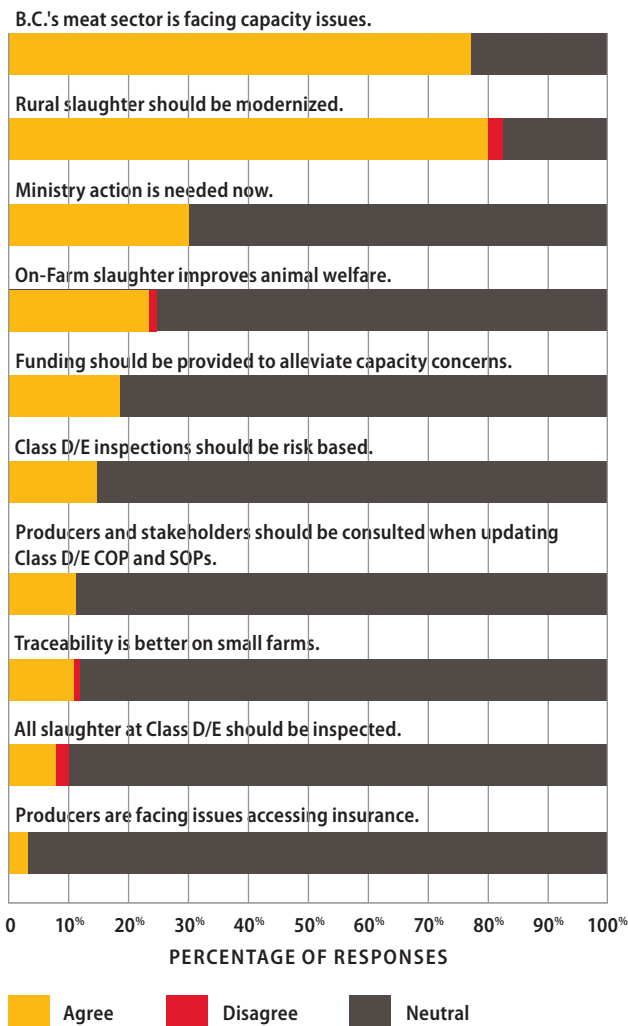
Note: Submissions from local and regional governments did not disagree with any of these key themes.

APPENDIX A

Coded Support for Rural Slaughter Modernization Intentions Paper Themes

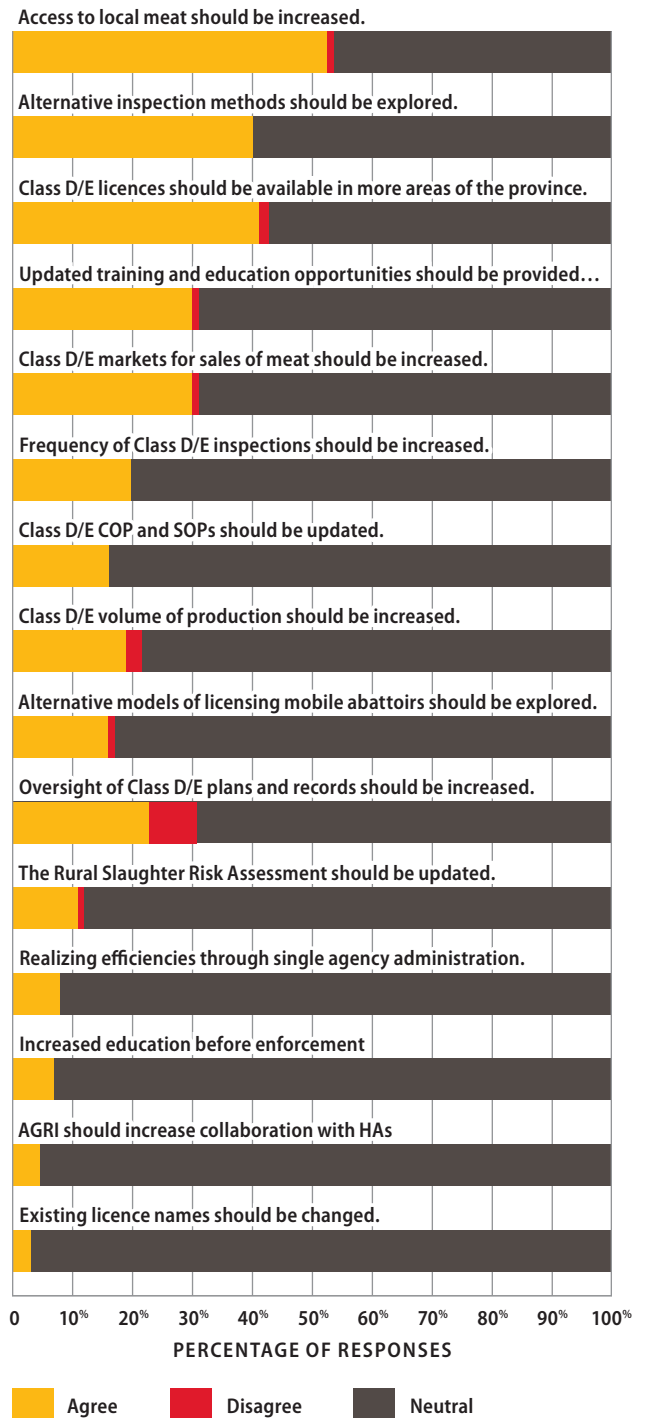
► SUPPORT FOR RURAL SLAUGHTER MODERNIZATION INTENTIONS: A

(All Submissions)



► SUPPORT FOR RURAL SLAUGHTER MODERNIZATION INTENTIONS: B

(All Submissions)





Ministry of
Agriculture, Food
and Fisheries

MEAT PRODUCTION MODERNIZATION: NEXT STEPS

On September 14, 2020, the Ministry of Agriculture, Food and Fisheries (Ministry) released a Rural Slaughter Modernization Intentions Paper (Paper) for public comment. The consultation period closed on November 16, 2020. 88 submissions were received.

The Paper feedback supports modernization of meat production and highlights potential for further improvement to meat inspection and overall administration. Support for modernization and increasing access to local meat was high. The feedback is consistent with what was heard during previous consultations. Responses highlight that B.C.'s meat industry is facing capacity issues such as challenges accessing slaughter services, and a shortage of cut-and-wrap businesses to process meat. Facility operators are facing a lack of skilled labour for their businesses.

British Columbians want:

- » a credible regulatory system that effectively ensures food safety and animal welfare;
- » flexibility to enable a competitive meat industry; and
- » capacity for livestock producers and processors of all sizes across BC.

Actions completed to date:

- » Oversight of Class D and E licences was transferred to the Ministry from health authorities;
- » The Ministry designated three new Class D areas (Alberni-Clayoquot RD, Electoral Area D of RD Central Kootenay, and Electoral Area H of RD Fraser-Fort George);
- » The Ministry reduced travel restriction for Class E from two hours to one-hour from Class A or B;
- » Updated training - new SlaughterRight program released;

- » Increased oversight of plans, records and site inspection protocols for Class D/E applications;
- » Increased frequency of inspection of Class D/E sites - all to be inspected by end of 2021; and
- » Graduated enforcement approach in effect.

Opportunities to modernize B.C.'s approach to meat inspection include: increasing production limits, expanding where meat products can be sold, and increasing areas where rural licences are available. Opportunities for all licence holders include exploring alternative approaches to traditional inspection and redefining the licensing framework. Proposed changes respond to consultation by alleviating capacity issues, providing more opportunities for B.C.'s small-scale meat producers, and supporting ongoing work to action recommendations from the 2018 Select Standing Committee report.

To achieve the needs of British Columbians, the ministry expects, in the coming months, to complete work on the following changes:

» New Simplified and Graduated Meat Licence Categories

- To support entry level and developing business opportunities for meat production facilities handling up to 5,000lbs, 25,000lbs, and unlimited slaughter.
- Increased provincial market access, including farmers markets and restaurants, corresponding to the graduated licence category.
- Risk-based inspection approach.
- Introduction of licence term and fee.

» Modernized Inspection Approach

- A risk-based inspection framework that correlates to licence category, past compliance rating and volume of production.



Ministry of
Agriculture, Food
and Fisheries

INVITATION

April 9, 2021

Dear NCLGA Member,

Subject: NCLGA Annual General Meeting & Convention, May 2021

Due to the May NCLGA Annual General Meeting & Convention, occurring virtually Northern Health has arranged to ensure there is still the opportunity for Community Stakeholders to meet with Northern Health, Chair Colleen Nyce and myself.

I am pleased to advise that virtual meetings will be scheduled using the Zoom platform. This will be an opportunity for Community Stakeholders to discuss health care issues and to answer questions. If you are interested in meeting with us, we invite you to contact our offices to arrange a time convenient for you.

Individual Community meetings will be scheduled for 30mins each on the following dates:

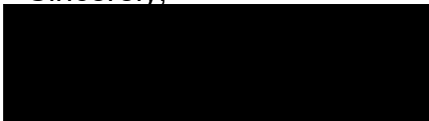
Day 1: Thursday, May 6, 2021

Day 2: Friday, May 7, 2021

To book an appointment please contact Ashley Craft, Administrative Assistant, at 250-645-8527 or by email at nhadministration@northernhealth.ca no later than **Wednesday, April 28th**. A reminder that we will require a list of topics by the deadline with as much detail as possible to assist us in preparing for the discussion.

We look forward to meeting with you in May.

Sincerely,



Cathy Ulrich
President and Chief Executive Officer
Northern Health



REPORT

To: Electoral Area Directors Committee

Report Number: DS-EADC-011

From: Kathy Suggitt, General Manager of Development Services

Date: April 22, 2021

Subject: **Bylaw Enforcement File Jan.-Mar.2021 Quarterly Update**

RECOMMENDATION:

That the Electoral Area Directors Committee receive the report titled "Bylaw Enforcement File Jan.-Mar.2021 Quarterly Update – DS-EADC-011", for information.

BACKGROUND/RATIONALE:

This report covers the period from January 1, 2021 to March 31, 2021. There were a total of 24 active and inactive bylaw enforcement files at the end of this quarter. There were 6 files closed during this quarter. The attached chart summarizes the individual files.

Active Files - shaded blue:

There are 21 active enforcement files.

- 6 of these files are new since the end of the last quarter which ended on December 31, 2020.
- File 15-251- A court date to hear this file in the BC Supreme Court had been set for April 7, 2021 via teleconference. On April 6, 2021, the landowner requested a new date due to a death in the family. The PRRD agreed to set a new date for early May 2021 and is waiting for information from the courts regarding the next available date.
- File 07-091- This file has made huge progress towards closure. It is expected that one more cleanup effort in the spring of 2021 will complete the requirements to be able to close the file.

Inactive or 'On Hold' Files- shaded green:

There are 3 inactive or "on hold" files.

- File 16/111- This landowner applied to the Board of Variance after a DVP was refused. The PRRD has drafted a new Board of Variance Bylaw to address this application. A Notice on Title pursuant to Section 57 of the *Community Charter* was approved at the July 9, 2020 Regional Board Meeting.
- File 16/097- This property is in contravention of several PRRD Zoning Bylaw regulations and has not obtained required operating permits from Northern Health. On July 9, 2020 the Regional Board required several actions to be undertaken prior to consideration of 3rd Reading. On December 11, 2020 the Regional Board extended the October 30, 2020 deadline by requiring a progress update before June 30, 2021.
- File 20/233- This landowner applied to the Board of Variance after a DVP was refused. The PRRD has drafted a new Board of Variance Bylaw to address this application.

Closed Files - shaded orange:

6 files have been closed this quarter.

- 1 was a file from 2018.

- 1 was a file from 2019.
- 2 were files from 2020.
- 2 were files from 2021.

ALTERNATIVE OPTIONS:

1. That the Electoral Area Directors Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

None at this time.

Attachments:

1. Bylaw Enforcement File Summary January 1 – March 31, 2021

ACTIVE FILES

January 1 - March 31, 2021- Bylaw Enforcement File Summary- Active Files

	YEAR	FILE NO.	DATE OPEN	COMPLAINT DESCRIPTION	STATUS	ELECTORAL AREA
1	2007	91	27-Apr-07	Junkyard in residential zone	Nov. 4.2020 property has improved considerably. Will follow up in Apr.2021.	B
2	2010	64	12-Apr-10	Salvage yard in A-2	Metal recylcers make somewhat regular stops to crush and remove. ALC has an enforcement file.	D
3	2013	102	3-Jun-13	Salvage yard in R-4 Zone	Owner is still experiencing considerable health issues. He was told the file has dragged on too long and in Summer 2020 PRRD will be looking for him to have the work complete	D
4	2014	219	17-Sep-14	Junk yard in R-4 zone	extension approved to Dec. 31, 2022	E
5	2015	251	6-Nov-15	3 Sheds located within Interior Side Parcel Setbacks	BC Supreme Court Petition to be heard on April.7.2021	C
6	2019	304	16-May-19	Abandoned Work Camp	Bylaw 2079, 2013 was a text ammendment to allow the work camp. Will contact for clean-up	B
7	2019	308	27-Aug-19	Requirements of Restrictive Covenant have never been met	fence/trees mostly completed as of Sept.21.2020; follow up Apr.2021	E
8	2019	316	4-Nov-19	Construction without BP, Business contrary to zoning.	Business will be removed; follow up Apr.7.2021 Re: progress on DP App	C
9	2020	205	27-Jan-20	unsightly premises	Sept.22.2020 steady improvement made. Will follow up in April.2021	C
10	2020	215	13-May-20	unsightly premises	Hand delivered warning ticket June 30, 2020	C
11	2020	216	13-May-20	unsightly premises	much improvement; unpermitted structure and some vehicles removed, other vehicles moved to back and 2 more to leave soon.	C
12	2020	218	15-May-20	logging and other equipment storage	Mar.31.2021 deadline missed. Warning ticket sent April.7.2021	D
13	2020	221	3-Jun-20	concrete, tile & rebar accumulating on land	referred to MOFLNRORD, compliance agreement decision deadline Apr.6.2021- refer to Adjudicator if no agreement.	D
14	2020	222	2-Jul-20	campground and restaurant contrary to zoning	warning tickets for zoning and building bylaw contraventions. Nov.26.2020-ALR Exclusion App forwarded to ALC. Waiting for ALC Decision.	D
15	2020	231	30-Sep-20	residential property used as salvage yard	issued warning ticket PRRD 00201, met with landowner, follow up Apr.2021	D

ACTIVE FILES

	YEAR	FILE NO.	DATE OPEN	COMPLAINT DESCRIPTION	STATUS	ELECTORAL AREA
16	2021	200	29-Jan-21	unsightly premises	Mar.31.2021 property almost in compliance, some equipment frozen to ground. New deadline April.15.2021.	C
17	2021	201	29-Jan-21	construction without DP and without BP	DP/BP App received; Survey rec'd; Planner working on DP; June.30.2021 deadline for engineering on other structures	C
18	2021	203	23-Mar-21	Business exceeds HBB; Accessory bldg. exceeds max.; BP's missing	Initial letter sent; site inspection	C
19	2021	204	26-Mar-21	house w/o BP	site inspection	C
20	2021	205	26-Mar-21	shop w/o permit, refer to ALC	site inspection	C
21	2021	206	29-Mar-21	construction w/o DP & BP	SWN BB 21-201 & BNT PRRD 00205 (warning)	C

INACTIVE FILES

January 1 - March 31, 2021- Bylaw Enforcement File Summary- Inactive/On Hold Files

	YEAR	FILE NO.	DATE OPEN	COMPLAINT DESCRIPTION	STATUS	ELECTORAL AREA	DATE PLACED ON INACTIVE LIST
1	2016	111	31-May-16	building in setback	Applied to the Board of Variance; Draft Bylaw received from lawyer 10-03-20; S. 57 placed on title at July 9, 2020 RB mtg.	C	10-Jan-17
2	2016	97	9-May-16	HBB, BP, and Zoning contraventions on 3 parcels	Dec. 11, 2020 RB Resolution- Bylaw 2295 has 3rd reading, needs NH & DVP; Bylaw 2296 still at 2nd reading; both bylaws have Jun.30.2021 update deadline, and requirements to meet	D	17-Mar-17
3	2020	233	23-Oct-20	accessory building in setback	Applied to the Board of Variance; Draft Bylaw received from lawyer 10-03-20	C	4-Feb-21

CLOSED FILES

January 1 - March 31, 2021 Bylaw Enforcement File Summary- Closed Files

	YEAR	FILE NO.	DATE OPEN	COMPLAINT DESCRIPTION	STATUS	ELECTORAL AREA	DATED CLOSED
1	2019	300	14-Jun-19	worker camp	property is in compliance with zoning	D	12-Jan-21
2	2018	172	13-Jun-18	Demolition w/o permit	Demolition permit issued; demolition complete	D	14-Jan-21
3	2020	235	15-Dec-20	construction without DP and without BP	exempt from DP, BP issued Feb.8.2021	C	11-Feb-21
4	2021	202	12-Mar-21	building in poor condition and in setback	buildings on property had BP from 1979; no interior parcel line setbacks between I-1 zoned properties.	C	16-Mar-21
5	2020	223	2-Jul-20	industrial use on commercial zone	property is in compliance with zoning	E	23-Mar-21
6	2021	207	31-Mar-21	camping on MoTI ROW	complainant referred to MoTI. Camper advised the unit must be moved to a legal campsite.	C	31-Mar-21



REPORT

To: Electoral Area Directors Committee

Report Number: CS-EADC-007

From: Trish Morgan, General Manager of Community Services

Date: April 22, 2021

Subject: Clearview Arena Dehumidification System Update

RECOMMENDATION:

That the Electoral Area Directors Committee receive the report titled "Clearview Arena Dehumidification System Update – CS-EADC-007", which provides an update on the Clearview Arena Dehumidification System project, for information.

BACKGROUND/RATIONALE:

On April 16, 2020, the Rural Budgets Administration Committee authorized a grant of \$160,000, payable from Community Works Gas Tax to the Clearview Arena Society to complete the Clearview Arena Dehumidification project.

The Society originally hired Spline Engineering to develop a design. Upon review of the design with Force Engineering the Society has switched contractors to Force who will act as a project advisor and will:

- Coordinate mechanical and electrical engineering designs;
- Recommend the most cost effective solutions;
- Propose preliminary cost estimates of tender costs;
- Respond to contractor inquiries during tender as well as shop drawing review;
- Prepare the tender documents;
- Process contract draws;
- Complete any structural engineering required to support units or similar modifications; and
- Be the Society's first point of contact.

From the last report from Force, the project design was scheduled to begin early to mid-April which would take between 3-4 weeks. It is the desire of the Society that this project be completed by September 2021 so that the upgrades do not interfere with the start of the ice season.

ALTERNATIVE OPTIONS:

1. That the Electoral Area Directors Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

A grant of \$150,000 was originally approved for the project, with an additional \$10,000 being added in April 2020. At the end of December, 2020 the Society had approximately \$90,000 in reserves to cover cost overruns if needed.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

The existing dehumidification system in the Clearview Arena is no longer efficient and cannot maintain adequate air circulation to provide an optimal environment for ice maintenance. This problem is most prevalent during the early season initial ice making periods when the relative humidity of the facility is between 80% and 90%. This results in an excessive amount of moisture build up, longer ice installation times, and longer compressor run times; yielding an increase energy consumption.

This issue was identified as part of a facility assessment study completed by Force Engineering, where it recommended to the Clearview Arena Society that a dehumidifying system be installed in the arena to reduce indoor fog conditions, and maintain the structural integrity of the building by reducing condensation and corrosion. The scope of work for this project originally included a dehumidification system only, but fan control and ice plant room ventilation have been since added to respond to requirements of a recent inspection.



REPORT

To: Electoral Area Directors Committee

Report Number: CS-EADC-008

From: Trish Morgan, General Manager of Community Services

Date: April 22, 2021

Subject: Osborn Hall Replacement Project Update

RECOMMENDATION:

That the Electoral Area Directors Committee receive the report titled “Osborn Hall Replacement Project Update – CS-EADC-008”, which provides an update on the Osborn Hall Replacement Project, for information.

BACKGROUND/RATIONALE:

Following the completion of a facility condition assessment in 2019, RBAC resolved that excess funds originally set aside for the facility condition assessment would be used to hire a qualified professional to help determine the feasibility of a new facility.

Following a request for proposals, Force Engineering has been hired to determine a probable cost estimate for the tendered removal of the existing facility, and develop concept plans (and resulting cost estimates) for a replacement facility for consideration.

Round 1 Engagement for the project was completed in mid-February 2021 and focused on identifying desired spaces for the new facility, determining whether there was interest in moving forward with the project, and considering how the construction of a replacement facility could be funded. An information package, including a survey, was distributed in advance of a virtual information session held on February 10th. At least 9 people connected to the virtual town hall. Results of the 11 completed surveys are as follows;

- The most used areas in the existing facility were the kitchen and open meeting area, followed by the playground and kids play room.
- Of the 11 respondents, 92.3% lived within a 10 minute drive from the hall.
- If a replacement facility were built;
 - 9 out of 11 respondents said that they would use the facility weekly.
- When asked about most preferred activities in a new hall, holding events and meetings were most selected, with training, fitness, and other kinds of classes also supported.
- The highest ranked new spaces to be included in a replacement hall were meeting space that could be divided and a kitchen.
- Of respondents, only 1 said that they did not want to pay for the capital construction of a new facility, with all other respondents stating that they would pay between \$1-100 per year.
- Of respondents, only 1 said that they did not want to pay for the operational expenses for a new facility, with all other respondents stating that they would pay between \$1-100 per year.

The result of this engagement was a general consensus to move forward and to consider funding options. A full engagement summary is attached to this report, and has been posted to the project Have Your Say Page.

Round 2 Engagement is set to run between April and June of 2021. This engagement will focus on reviewing the concepts developed by the engineering firm and narrowing down the choices to one final option that will move forward to have Class 'D' estimate developed, and a rendered elevation. The community will be asked to review the documentation and designs, fill out the survey, and attend a virtual town hall meeting to provide their input. A general consensus approach will be taken to determine the most desired option.

Round 3 Engagement will occur after the Class 'D' estimate and rendered elevation of the selected concept is completed by the engineering firm, and is anticipated to occur in the summer of 2021. When the replacement costs have been determined, and the design finalized, a third public meeting will be held that would discuss funding (a combination of requisition and grants, or grants only, or requisition only). A survey will be developed to further understand community priorities. Information will be distributed to Osborn Community members and Area 'B' Director for final recommendation on how to move forward.

ALTERNATIVE OPTIONS:

1. That the Electoral Area Directors Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

On February 20, 2020 the Rural Budgets Administration Committee resolved that:

That the Rural Budgets Administration Committee reallocate the remaining \$13,828, from the original commitment of \$25,000, from Electoral Area B Peace River Agreement Funds for the Osborn Community Hall Facility Assessment, to be used to conduct a feasibility study to identify options and costs to construct a new hall.

A cost estimate for the construction of the proposed hall is forthcoming in summer 2021.

COMMUNICATIONS CONSIDERATION(S):

An information package is being prepared to mail to residents mid-April. A 'Have Your Say Page' has been set up for this project, and can be found at <https://haveyoursay.prrd.bc.ca/osborn-hall-join-in>. A virtual town hall will be set up for mid-May, with supporting information and a survey being mailed mid-to-late April.

OTHER CONSIDERATION(S):

Osborn Community Hall is located in an isolated and remote area of the Peace River Regional District on the Siphon Creek Road, and was an important community gathering place when in operation. The facility was built in the 1980s as the local school, and then transferred by the School District to the

Regional District in 2009. The hall is currently operated under agreement with the Osborn Community Hall Society, and has been sitting unused since 2019, due to uncertainty about the building's condition and future. In 2019, a comprehensive building condition assessment was completed and generally found that the hall needs significant structural and interior work, and that it would be impractical to repair.

Attachments:

1. Osborn Hall – Round 1 Engagement Summary, February 2021

Proposed Osborn Hall Replacement Project

Round 1 Engagement Summary

February 25, 2021

The Peace River Regional District is conducting community engagement activities to assist in determining the future of the Osborn Hall, which is in an advanced state of disrepair. The study is currently underway, and is expected to be completed by the summer of 2021. The study will explore community support for the facility's replacement, and if generally supported will examine options and costs for a potential replacement facility. As part of the study, the PRRD wants to understand the interests and preferences of residents, stakeholders, and users of the existing facility.

This document will outline the engagement activities undertaken, general themes that emerged, feedback received by activity, and next steps.

Engagement Activities:

During Round 1 Engagement "the Visioning", from October 2020-February 2021 the PRRD;

- Held a meeting with the project engineer and operating Society on site to understand Society priorities, and familiarize the engineer with the existing set up.
- Held a pre-virtual information meeting was held February 9, 2021 with representatives from the Osborn Hall Society and project Engineer to go over any questions prior to 'live' event.
- Mailed an information packet to community members within a 15km radius of the facility, including survey and advertising for virtual information session.
- Had a survey open to solicit responses from the community and received 11 responses by the extended survey close date of February 22. 8 paper copies were received, and 3 online.
- Held a virtual information session at 6:30pm on February 10, 2021. 9 people 'called in' to the session, and multiple people may have been viewing from the same connection. The information provided in the presentation mirrored the information packet that had been distributed and focused on;
 - o History and Facility Condition;
 - o Existing Facility Fast Facts;
 - o Possible funding sources and elector approval;
 - o Frequently asked questions;
 - o Timeline and Important Dates;
 - o A paper copy of the survey; and
 - o How to stay involved.
- Created An 'Engage' page for the project, and can be found at prrd.bc.ca/engage/OsbornHall and then transitioned to a 'HaveYourSay' Page at <https://haveyoursay.prrd.bc.ca/osborn-hall-join-in>

Advertising for the project included: PRRD website, social media, info packet mailout, online/paper survey, and the virtual town hall.

General Themes From the 'Visioning Stage'

A number of general themes have emerged during the 'Visioning' engagement, including

- People seem generally supportive of the proposed project.
- People think that having a community hall will revive a sense of community that has been lacking since the existing facility has been out of use.

Feedback Received by Activity:

Pre-Virtual Information Session – February 9, 2021

A meeting was held on February 9, 2021 with the project engineer and community society to discuss the virtual information session. A number of questions were asked at this session, including;

- Why can't repairs be made to the current facility?
- Is there anything that we reuse or repurpose from the existing facility?
- Could we discuss what things and spaces can be put into the facility?

Virtual Information Session – February 10, 2021

A Virtual Information Session was held online at 6:30pm on February 10, 2021. This presentation followed along with the information packet that had been distributed in advance by mail to those living within 15kms of the existing hall.

There were 9 people called into the virtual information session, on the zoom call, with at least one home with multiple attendees. A few comments were received at this time and were generally supportive of at least looking at design and costs for a replacement facility.

One caller stated that they would like to see a new Hall, and that a new facility would help to keep the community together.

Visioning and Use Survey:

The "Visioning and Use" survey opened January 25th, 2021. There were 11 surveys completed as of the extended closing date of February 22, 2021. Detailed responses can be found as Appendix 'A' to this report. Generally the survey found that;

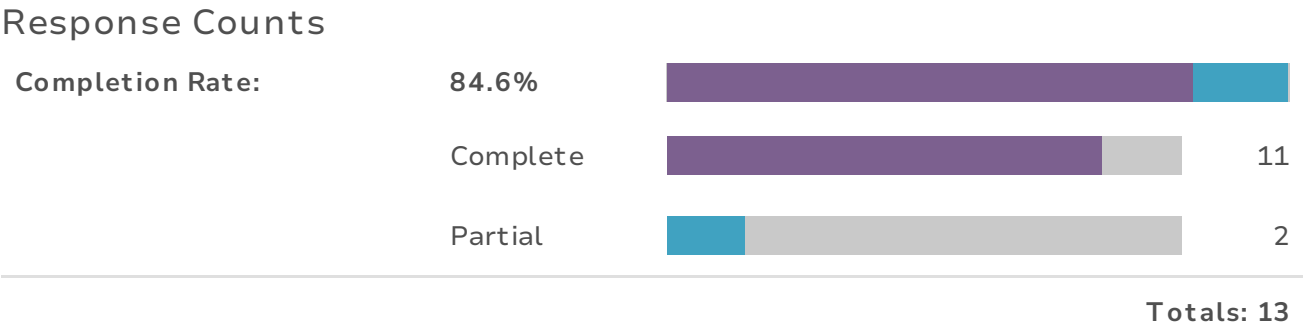
- The most used areas in the existing facility were the kitchen and open meeting area, followed by the playground and kids play room. Outdoor fields and the skating rink were the least used amenity by respondents.
- Of the 11 respondents, 92.3% lived within a 10 minute drive, with one living within 21-30 minutes of the Hall.
- If a replacement facility were built;
 - o 9 respondents said that they would use the facility weekly.
 - o 1 respondent said that they would use the facility monthly.
 - o 1 respondent said that they would NOT use the facility.
- When asked about most preferred activities in a new hall, holding events and meetings were most selected, with training, fitness classes also supported. Other uses suggested were;
 - o Holding markets
 - o Weekly craft time
 - o Fundraisers

- Movie Nights
- The highest ranked new spaces to be included in a replacement hall were:
 - Meeting space that could be divided
 - Kitchen
- Of respondents, only 1 said that they did not want to pay for the capital construction of a new facility, with all other respondents stating that they would pay between \$1-100 per year.
- Of respondents, only 1 said that they did not want to pay for the operational expenses for a new facility, with all other respondents stating that they would pay between \$1-100 per year.

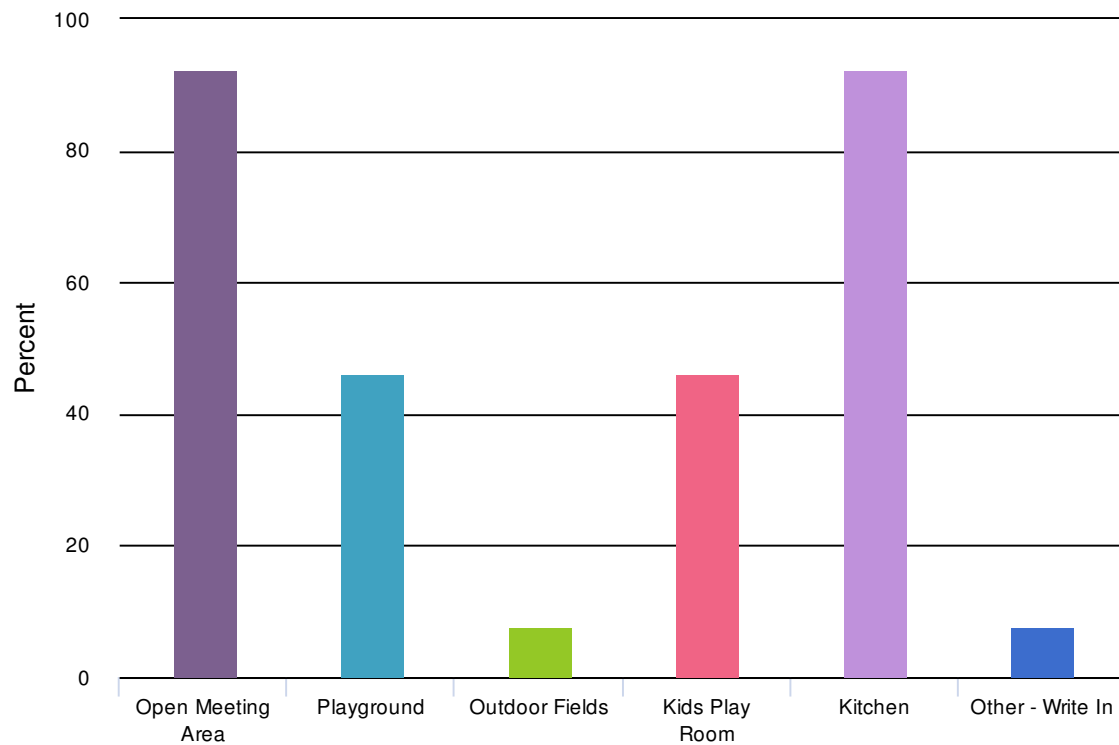
Next Steps:

- The information gathered as part of the 'Visioning and Use' phase of this project will be sent to the Project Engineer for guidance in the creation of two facility design options and associated costs. The facility design options are likely to be received by April, 2021.

Report for Osborn Hall - Visioning and Use Survey



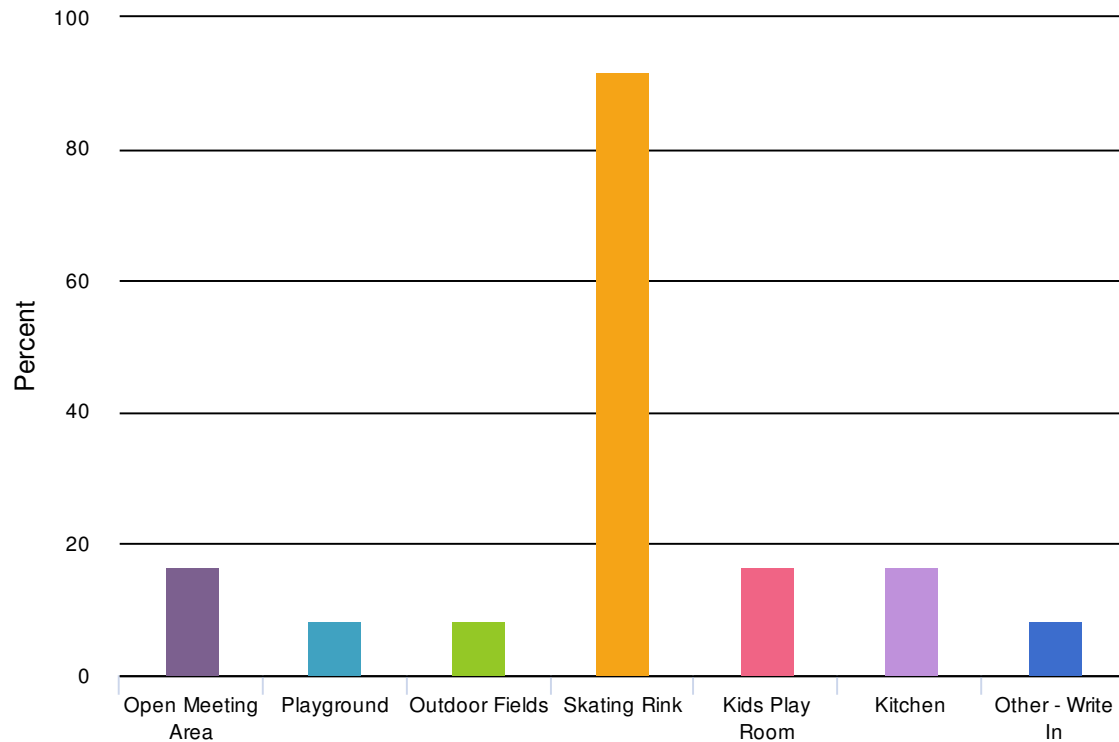
1. When the hall was open, which spaces did you use the most?



Value		Percent	Responses
Open Meeting Area		92.3%	12
Playground		46.2%	6
Outdoor Fields		7.7%	1
Kids Play Room		46.2%	6
Kitchen		92.3%	12
Other - Write In		7.7%	1

Other - Write In	Count
Outdoor fire pit area	1
Totals	1

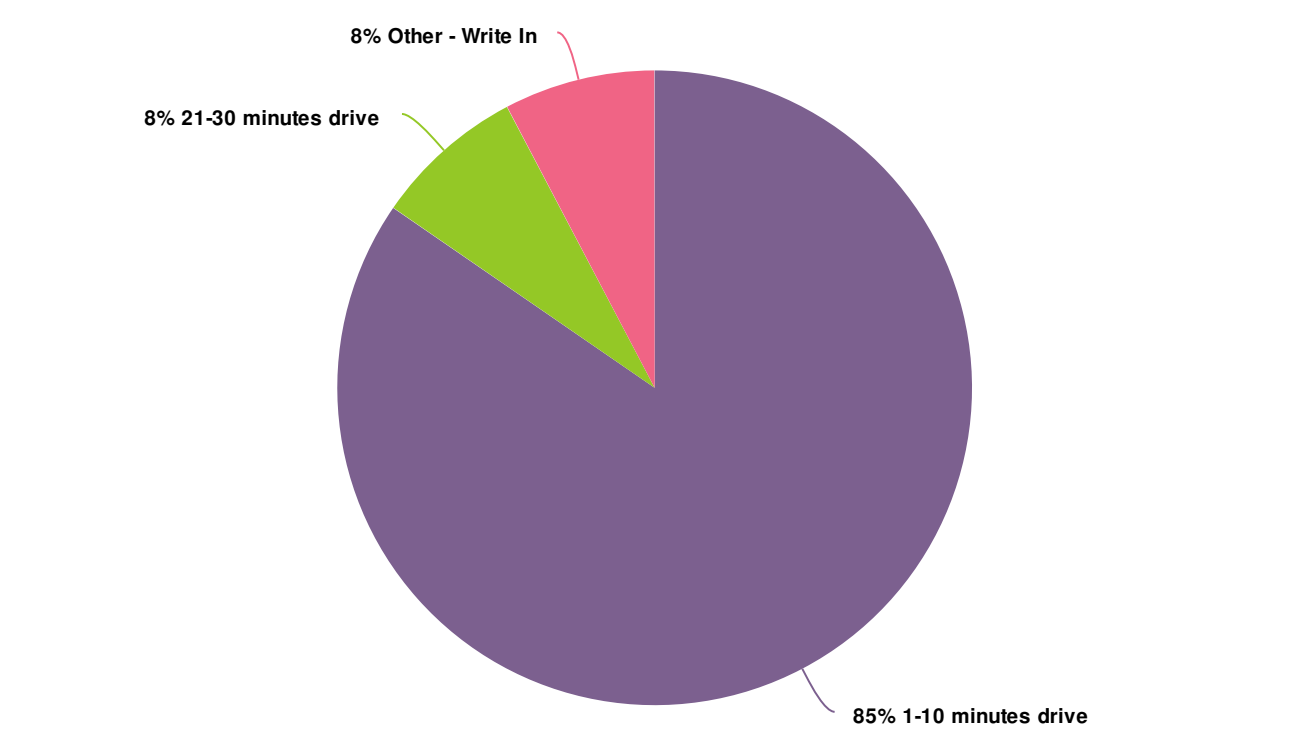
2. When the hall was open, were there any of the following spaces you did not use?



Value		Percent	Responses
Open Meeting Area	<div><div></div></div>	16.7%	2
Playground	<div><div></div></div>	8.3%	1
Outdoor Fields	<div><div></div></div>	8.3%	1
Skating Rink	<div><div></div></div>	91.7%	11
Kids Play Room	<div><div></div></div>	16.7%	2
Kitchen	<div><div></div></div>	16.7%	2
Other - Write In	<div><div></div></div>	8.3%	1

Other - Write In	Count
Fire pit area	1
Totals	1

3. How many minutes' drive from the existing hall do you currently live?

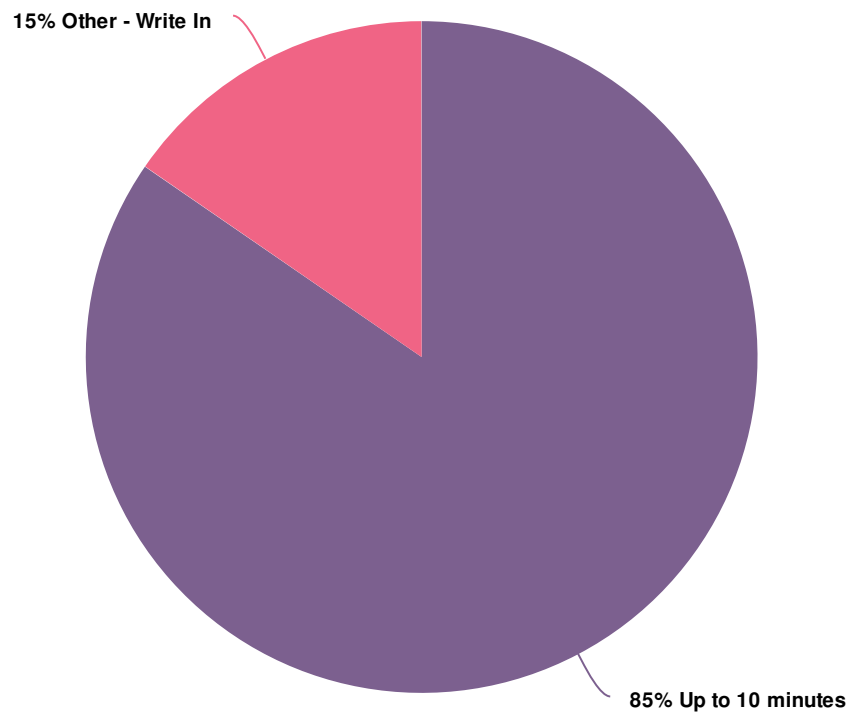


Value		Percent	Responses
1-10 minutes drive	<div><div></div></div>	84.6%	11
21-30 minutes drive	<div><div></div></div>	7.7%	1
Other - Write In	<div><div></div></div>	7.7%	1

Totals: 13

Other - Write In	Count
2 minutes	1
Totals	1

4. How far do you drive to take part in activities hosted at the hall?

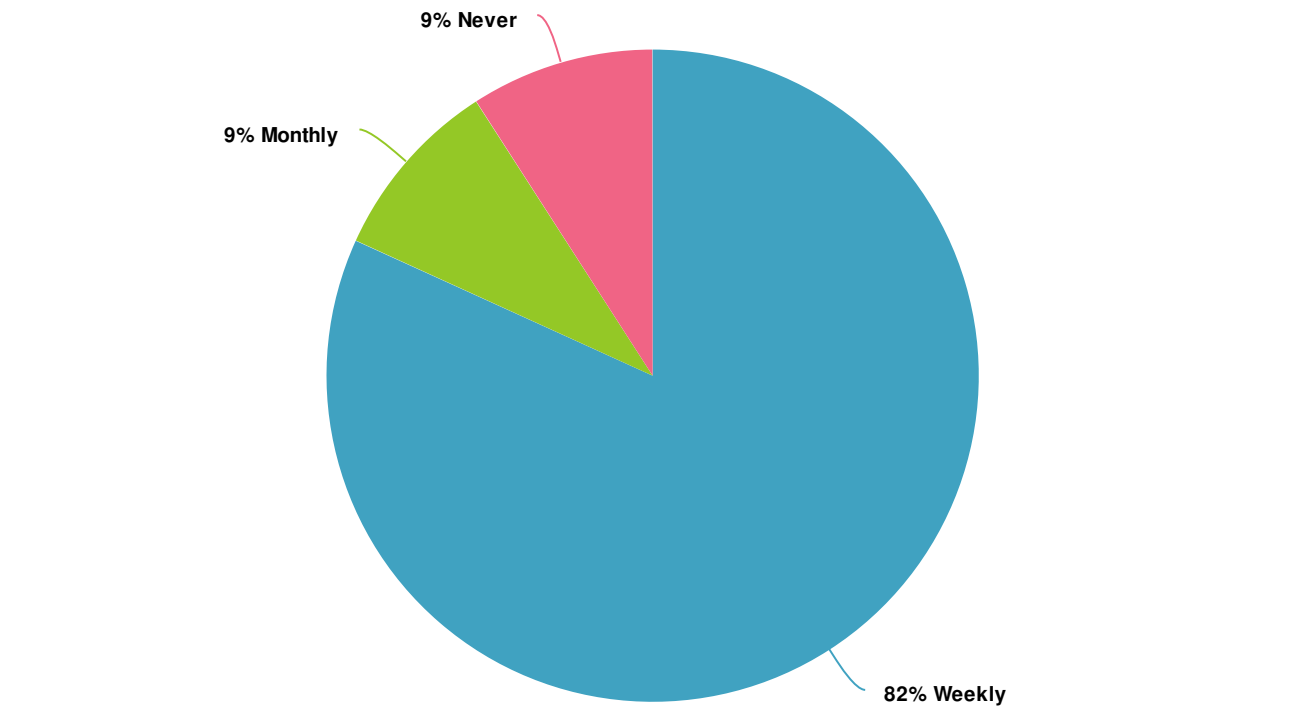


Value		Percent	Responses
Up to 10 minutes	<div><div style="width: 84.6%;"></div></div>	84.6%	11
Other - Write In	<div><div style="width: 15.4%;"></div></div>	15.4%	2

Totals: 13

Other - Write In	Count
2 minutes	1
Just used playground in the past.	1
Totals	2

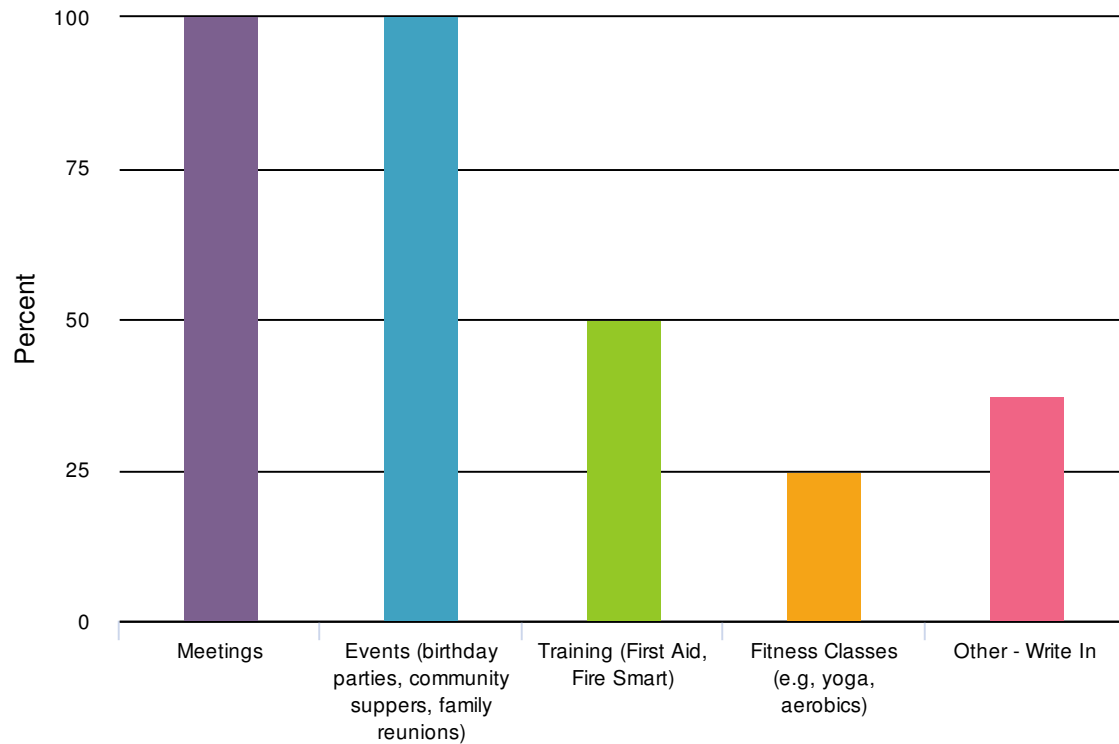
5. How often do you think you would use a new Osborn Community Hall?








Value		Percent	Responses
Weekly	<div><div></div></div>	81.8%	9
Monthly	<div><div></div></div>	9.1%	1
Never	<div><div></div></div>	9.1%	1
			Totals: 11

Other - Write In	Count
Totals	0






6. What kind of activities would you like to do in your community hall?




Value		Percent	Responses
Meetings		100.0%	8
Events (birthday parties, community suppers, family reunions)		100.0%	8
Training (First Aid, Fire Smart)		50.0%	4
Fitness Classes (e.g, yoga, aerobics)		25.0%	2
Other - Write In		37.5%	3

Other - Write In	Count
Markets	1
Weekly craft time	1
fundraisers, movie nights	1
Totals	3

7. What spaces/features do you think should be included in a new hall? Please rank in order of importance.

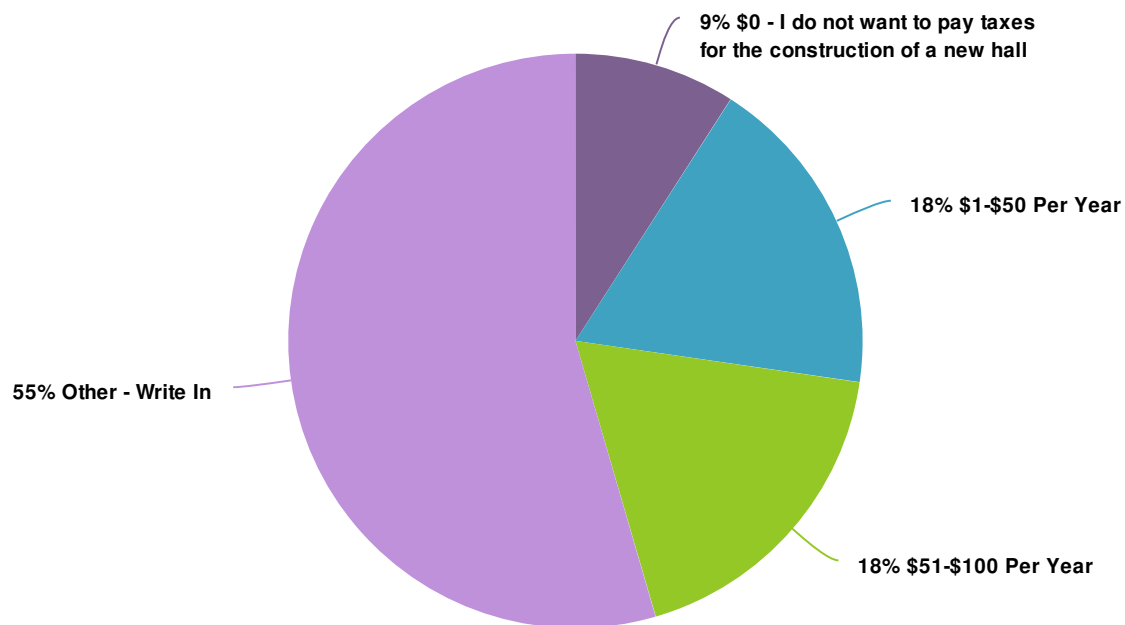
Item	Overall Rank	Rank Distribution	Score	No. of Rankings
Meeting spaces that can be divided	1		48	11
Kitchen	2		40	10
Storage Room	3		26	9
Other - Write In	4		5	2
Other - Write In	5		1	1



Lowest Rank

Highest Rank

8. If 100% of the cost of construction cannot be funded through grants, how much MIGHT you be willing to pay on your taxes annually for CONSTRUCTION?

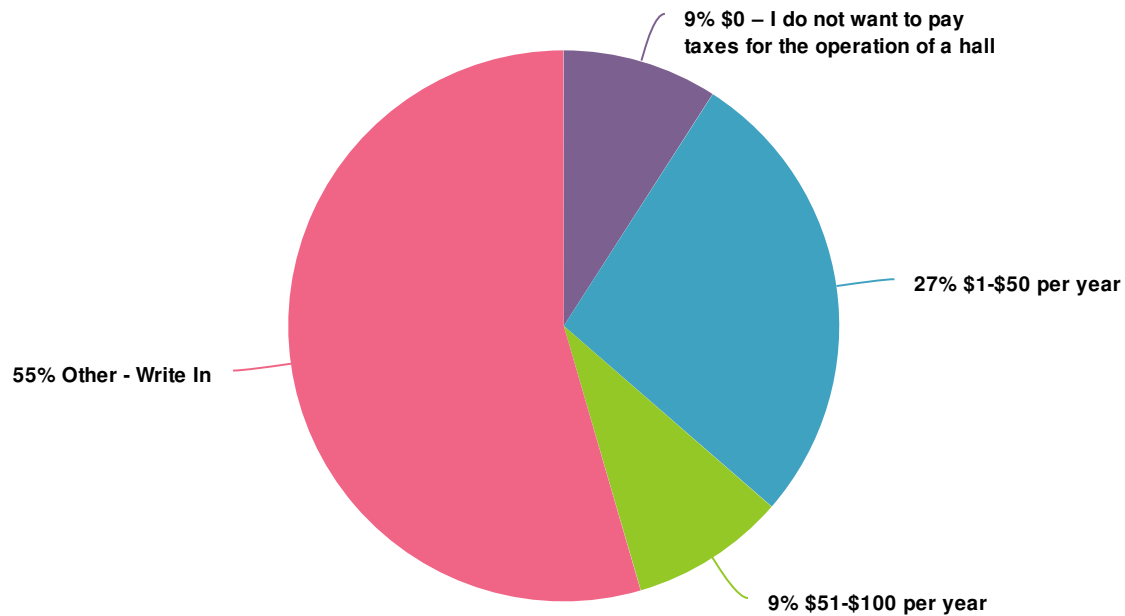






Value	Percent	Responses
\$0 - I do not want to pay taxes for the construction of a new hall	9.1%	1
\$1-\$50 Per Year	18.2%	2
\$51-\$100 Per Year	18.2%	2
Other - Write In	54.5%	6

Totals: 11

Other - Write In	Count
1-25	2
76-100	2
26-50	1
51-75	1
Totals	6

9. To ensure that there adequate funding for the operation and maintenance of the facility, how much MIGHT you be willing to pay on your taxes annually for OPERATING FUNDS?



Value		Percent	Responses
\$0 – I do not want to pay taxes for the operation of a hall		9.1%	1
\$1-\$50 per year		27.3%	3
\$51-\$100 per year		9.1%	1
Other - Write In		54.5%	6

Totals: 11

Other - Write In	Count
1-25	2
26-50	1
51-75	1
76-100	1
did not answer	1
Totals	6

10. Is there anything else you think we should know?



ResponseID Response

13	Not sure if currently this is the best time to replace the hall.
16	I hope a new community hall would be place for community to gather together. Since the hall has been shut down I have really noticed the community has not been getting together nearly as much (before Covid) I would hope a new hall would be a more attractive place to rent for social gatherings, a place to hold training courses and many other things, I'm looking forward to hearing what more about the new steps, thank you for the work that has been put into it so far
23	PHYSICAL SURVEY MAILED IN. "I feel like the hall is a very important part in our community and hope the interest is there, enough for all of use to move forward. Hoping we will be able to use all the new items from this hall towards the new one (furnaces, lights, kitchen cupboards, stope, fridge, appliances, toilets). Also hoping that the funds that are unused from 2016-2019 can be forwarded towards the new one.
24	PHYSICAL SURVEY MAILED IN. "The estimation for repairs is very high. all the hall really needs is a new roof, and a new floor in the hallway."
25	PHYSICAL SURVEY MAILED IN. "It felt extremely empty not to have use of a hall. Even though we are only a small community, it is still too many to gather in our houses. As a result, the community feels fractured."
26	PHYSICAL SURVEY MAILED IN.
27	PHYSICAL SURVEY MAILED IN. "Love to see a new hall for reunions, family, birthdays, craft sales, garage sales. Osborn Resident for 30 years"
28	PHYSICAL SURVEY MAILED IN. "I really hope we can get a new community hall. We need it to keep the community together. We used to have Christmas Dinners, Summer BBQ's, fundraisers, community meetings, etc. It was also very nice to have it available for family gatherings, birthday parties, etc. We are a small community and we need to stand together, work together, and now that our hall is closed it feels like we're losing some of that "togetherness". Thank you for your support in helping us get a functioning hall again."
29	PHYSICAL SURVEY MAILED IN. "I am definitely in favour of having a hall. I think it's very important to keep the community connected. In the old hall we would have functions such as community Christmas dinners and Thanksgiving dinners. People could also rent the hall which happened quite a bit. Our family has rented it several times for family gatherings and have really missed being able to do so. Since it has been shut down, we would have rented it several times already, if we could have, and had to find alternative locations.



BUILDING DESIGN OPTION #2

BUILDING AREA	3601 SQ FT
ASSEMBLY AREA	1844 SQ FT
NON FIXED TABLE CHAIRS CAPACITY	180 PERSONS
WASHROOM CAPACITY	150 PERSONS
DINING, BEVERAGE AND CAFETERIA	142 PERSONS

OSBORN COMMUNITY HALL CONCEPTUAL REDEVELOPMENT PLANS

Deaton Creek, B.C. Ph. 250-783-4278 Fax 250-783-4224
 Fort St. John, B.C. Ph. 250-788-4888 Fax 250-787-4754

project
OSBORN COMMUNITY HALL
FOR
PEACE RIVER REGIONAL DISTRICT
OSBORN
BRITISH COLUMBIA

CONCEPTUAL PLANS AND SCHEDULES

drawn by: **MAZ**

checked by:	
check date:	1/4" x 7-9"

electronic file	
project number	drawing number

SHEET 1 OF 1		P1
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REPORT

To: Electoral Area Directors Committee

Report Number: CS-EADC-006

From: Trish Morgan, General Manager of Community Services

Date: April 22, 2021

Subject: **Prespatou Trail Project - Update**

RECOMMENDATION:

That the Electoral Area Directors Committee receive the report titled “Prespatou Trail Project Update - CS-EADC-006”, which provides an update on the Prespatou Trail Project, for information.

BACKGROUND/RATIONALE:

The Prespatou Planning Committee Society (PPCS) is working to develop a 680 meter long walking trail that would connect the Prespatou Elementary School, restaurant, churches, store, and senior’s complex in that community. This trail has been proposed for development mainly in the Ministry of Transportation and Infrastructure’s (MoTI) road right-of-way, with a portion of the trail falling on School District #60 property and on private land. Currently, Prespatou residents (specifically seniors and school aged children) walk on a paved road that does not have a shoulder, which poses a risk of harm to both pedestrians and drivers.

The PPCS received a Recreational Trails Grants-in-Aid for 2019 in the amount of \$38,561.25 for the project, but was advised by the PRRD that in order to claim the grant that a permit for development must be received from the MoTI prior to reimbursement of funds to develop and construct the trail. The PPCS applied to MoTI for the permit, but was advised that the permit would only be approved if held by the local government – the PRRD. The Board resolved that the PRRD apply for the permit, and that a Trail Maintenance Agreement between the PRRD and the PCCS be drafted for consideration, and that the agreement stipulate any conditions for trail construction and operations by the PRRD or MoTI be included. The permit was received in May, 2020.

The Trail Maintenance Agreement will outline the roles and responsibilities for the operation and maintenance of the trail, once constructed. As an appendix to the agreement, a number of conditions for trail development will be outlined in order to ensure that the trail and water and road crossings are built to an engineered standard.

Next Steps:

Task #1) That the PPCS hire a qualified professional firm to;

- Develop a plan and design for the water crossing that meets Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) standards.
- Develop a plan and design for the road crossing that meets MoTI standards.
- Review proposed “Walking Trail Profile” to ensure proposed trail construction is appropriate for a public use trail, and recommend changes if required.

- d. Prepare a short report detailing water crossing design and cost, trail design and cost, and road crossing design and cost. Submit to the PRRD, agencies and stakeholders for approval.

Task #2) Once approved, the PPCS will contract the professional firm to;

- e. Prepare and submit a 'Notification for Changes in and About a Stream' to FLNRORD.
- f. Prepare tender documents and be the project manager for construction of water crossing and road crossing.
- g. Ensure that MoTI is kept apprised of any potential impact to their infrastructure under the road.
- h. Manage construction.
- i. Complete a post construction inspection.
**note that volunteer labour and donated materials may be used, but will need to meet the specifications of the design*

Also required for this project will be an agreement between the owners of all properties and the PPCS that the trail is proposed to cross.

ALTERNATIVE OPTIONS:

1. That the Electoral Area Directors Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

A grant of \$38,561.25 was provided to the Prespatou Planning Committee Society in 2019 for the project. The Society is requesting \$100,000 in 2021 through the Rural Recreational & Cultural Grants-in-Aid.

COMMUNICATIONS CONSIDERATION(S):

A meeting will be held with the PPCS.

OTHER CONSIDERATION(S):

Other issues of note include:

1. Easements for private and public property: While the proposed trail is largely within MoTI right-of-way, it is proposed to also cross School District #60 property and commercial (Prespatou Co-op Cardlock) property. It is recommended that the Society obtain legal easements or other land use agreements with the owners of these properties.
2. Liability: Given that the permit for the trail belongs to the Peace River Regional District, the PRRD will take on some risk and liability for trail users, even if the Maintenance Agreement has provisions for transferring liability, insurance, and ensuring that proper signage is posted. The permit holder (PRRD) owes a duty of care to ensure that any person will be reasonably safe in using the trail. According to the MFLNRORD, the duty of care is:

- a. not to create danger with intent to do harm to the person or damage their property, and
 - b. not to act with reckless disregard to the safety of the person or the integrity of their property.
3. Long-term operational costs and management: Trail development, maintenance, and operational costs are proposed to be borne by the Society. However, should the Society find itself unable to pay these costs, or goes defunct, the Regional District (as the permit holder) will be responsible for outstanding costs related to the trail and decommissioning, if determined.
4. Policy development: As part of the project, and ongoing trail operation, the PRRD will require a policy for trail inspection.

Attachments:

1. PPCS letter to PRRD re: Prespatou Walking Trail Permit



Electoral Area Directors Committee

Diary Items

Item		Status	Notes	Diarized
1.	Cell Towers within the Region		Investigate partnership opportunities	May 27, 2019
2.	Electoral Area D Referendum		Water (service areas) in 2022	October 16, 2018
3.	Don Nearhood Museum		As the Peace Canyon building is closed, a new location for the display is needed	November 13, 2018
4.	Oil and Gas Working Groups			January 18, 2019
	A. Template B. Synergy Groups			October 17, 2019 April 16, 2020
5.	Natural Gas		Expansion of services to rural areas	May 27, 2019
6.	Section 381 (Cost sharing for services under Part 14 [Planning and Land Use Management] of the Local Government Act.		Staff to contact the Ministry of Municipal Affairs to set up a zoom meeting with the Electoral Area Directors.	August 15, 2019
7.	Volunteer Recognition			November 21, 2019
8.	Overhead Lighting at the Baldonnel Overpass			November 19, 2020
9.				



Electoral Area Director's Committee Terms of Reference

1. Membership

- 1.1 The Electoral Area Directors' Committee membership shall be elected representatives from Electoral Area 'B', Electoral Area 'C', Electoral Area 'D', and Electoral Area 'E'.

2. Terms of Reference

- 2.1 The Electoral Area Directors' Committee will meet to address issues of a rural nature.
- 2.2 Meetings will be open to the public.
- 2.3 The Electoral Area Directors' Committee will be chaired by an Electoral Area Director elected by the committee participants.
- 2.4 The Electoral Area Directors' Committee will hold meetings the third Thursday of each month or at the call of the Chair.
- 2.5 Electoral Area Directors' Committee meetings will be funded through the Legislative – Electoral Area budget under "Electoral Area Business". Only Electoral Area Directors will be compensated for attending meetings.
- 2.6 Agenda items for the Electoral Area Directors' Committee meetings will include items that are:
- a. referred to the meeting by resolution of the Regional Board; or,
 - b. of a purely rural nature.
- 2.7 Items for the regular agenda must be provided to Administration by noon the Friday prior to the scheduled meeting.
- 2.8 All recommendations of the Committee shall be determined by majority vote of the Electoral Area Directors.
- 2.9 Staff will prepare minutes and forward recommendations to the Regional Board for consideration.
- 2.10 Committee recommendations will be ratified by the Regional Board prior to staff action being undertaken, unless previously authorized by a referring Board resolution.

Date Committee Established	February 27, 2003	Board Resolution #	RD/03/02/02 (27)
Date TOR Approved by Board	January 22, 2004	Board Resolution #	RD/04/01/20 (22)
Amendment Date		Board Resolution #	
Amendment Date		Board Resolution #	
Amendment Date		Board Resolution #	