MAY BOARD MEETING MINUTES

DATE: May 7, 2020

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: <u>Directors</u>

Chair Sperling, Electoral Area 'C' Vice-Chair Rose, Electoral Area 'E' Director Ackerman, City of Fort St. John

Director Bertrand, District of Tumbler Ridge (via teleconference)
Director Bumstead, City of Dawson Creek (via teleconference)

Director Courtoreille, District of Chetwynd

Director Fraser, District of Taylor (via teleconference)
Director Goodings, Electoral Area 'B' (via teleconference)

Director Heiberg, District of Hudson's Hope

Director Hiebert, Electoral Area 'D' Director Michetti, Village of Pouce Coupe Director Zabinsky, City of Fort St. John

Staff

Shawn Dahlen, Chief Administrative Officer

Tyra Henderson, Corporate Officer

Teri Vetter, Acting Chief Financial Officer

Kelsey Bates, Deputy Corporate Officer (via teleconference)

Paulo Eichelberger, General Manager of Environmental Services (via teleconference)

Trish Morgan, General Manager of Community Services (via teleconference)

Trevor Ouellette, IT Manager

Brenda Deliman, Recording Secretary (via teleconference)

Others

Urban Systems – Katrin Saxty (via teleconference)

Delegations

Explorers & Producers Association of Canada – Tristan Goodman (via teleconference)

Call to Order The Chair called the meeting to order at 10:00 a.m.

Recess The Chair recessed the meeting to a conference call with the Province re:

COVID-19 at 10:00 a.m.

Reconvene The Chair reconvened the meeting at 11:03 a.m.

DELEGATION:

7.1

The Explorers &
Producers
Association of
Canada – Tristan
Goodman, President

EXPLORERS & PRODUCERS ASSOCIATION OF CANADA – CANADIAN ENERGY SOLUTIONS FOR SUSTAINABLE PROSPERITY

The Regional Board received a presentation on Canadian energy solutions for sustainable prosperity from the Explorers and Producers Association of Canada (EPAC). Topics included:

- EPAC Mandate
- Profile in Canada (membership, number of wells, production)
- Energy demand (oil, natural gas, coal, bioenergy, other renewables, nuclear, hydro)
- Need for Canadian LNG
- Oil and gas importance in Canadian economy
- Canada's current trade deficit
- Combustion accounts for bulk of oil CO₂ emissions
- Abandoned well clean-up
- Environmental, social and governance standards
- Approach and federal/provincial priorities

A question and answer period ensued. Topics included:

- Natural gas for rural residents
- UNDRIP legislation
- Alberta companies and PST requirements in BC
- Abandoned well sites and defaulted surface lease payments
- Company insolvency
- Synergy groups

DIRECTORS' NOTICE OF NEW BUSINESS:

Director Goodings Select Standing Committee on Finance and Government Services - Budget

2021 Consultation

Director Goodings Site C Project - Environmental Assessment Working Group

Director Bumstead Wishbone Day

ADOPTION OF AGENDA:

ADOPTION OF AGENDA

RD/20/05/01

MOVED Director Rose, SECONDED Director Zabinsky,

That the Regional Board adopt the Peace River Regional District Board agenda for the May 7, 2020 meeting, including Director's new business and additional items for the agenda (COVID-19, Peace Liard Regional Arts Council), 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
 - 5.1 Regional Board Meeting Minutes of April 23, 2020
 - 5.2 Committee of the Whole Meeting Minutes of April 23, 2020
- 6. Business Arising from the Minutes
- 7. Delegations
 - 7.1 Explorers & Producers Association of Canada Canadian Energy Solutions for Sustainable Prosperity (by invitation of the Board)
- 8. Petitions
- 9. Correspondence
 - 9.1 Northwest Species at Risk Committee Associate Membership
 - 9.2 Municipal Finance Authority of BC Authorizing Resolution of Members
 - 9.3 Peace Liard Regional Arts Council Request for Letter of Support
- 10. Reports
 - 10.1 Socio Economic & Caribou Recovery Related Land Use Objective Stakeholder Committee DR-BRD-001
 - 10.2 April 23, 2020 Committee of the Whole Recommendations ADM-BRD-016
 - 10.3 April 16, 2020 Electoral Area Directors' Committee Recommendation ADM-BRD-014
 - 10.4 Rescind Designation of Building Inspector ADM-BRD-013
 - 10.5 Exempt Staff WorkSafeBC and WI/LTD Benefits Policy ADM-BRD-015
 - 10.6 Rural Roads Committee Establishment ADM-BRD-017
 - 10.7 Sukunka Landslide Evacuation Order Rescind CS-BRD-004
 - 10.8 Facility Code of Conduct Policy Society Operated Recreation Facilities CS-BRD-003
 - 10.9 North Peace Division of Family Practice FN-BRD-004
 - 10.10 Budget Software RFP 14-2020, FN-BRD-003
 - 10.11 Application for Subdivision within the ALR, PRRD File No. 20-007-ALRSUB, ALC ID 60626, DS-BRD-018
 - 10.12 Notice of Closed Session, May 7, 2020, ADM-BRD-020
 - 10.13 COVID-19 Update #4, CS-BRD-006
- 11. Bylaws
- 12. Strategic Plan
 - 12.1 2019-2022 Strategic Plan
- 13. New Business
 - 13.1 Director Goodings Select Standing Committee on Finance and Government Services Budget 2021 Consultation
 - 13.2 Director Goodings Site C Project Environmental Assessment Working Group
 - 13.3 Director Bumstead Wishbone Day

14. Appointments

14.1 2020 Board Appointments

RD/20/05/01 (continued)

Adoption of Agenda: (continued)

- 15. Consent Calendar (for consideration and receipt)
 - 15.1 Electoral Area Directors' Committee Draft Meeting Minutes of April 16, 2020
 - 15.2 Rural Budgets Administration Committee Meeting Minutes of February 20, 2020
 - 15.3 Chetwynd Public Library Regular Board Meeting Minutes of March 31, 2020
 - 15.4 Civic Properties Commission Meeting Minutes of March 24, 2020
 - 15.5 Northern Development Initiative Trust 2019 Grant Writing Support Program
 - 15.6 Municipal Finance Authority of BC Letter from the CEO
 - 15.7 North Central Local Government Association 2020 Community Leadership Awards
- **16. Notice of Motion** (for the next meeting):
- 17. Media Questions (on agenda items and business discussed at the meeting)
- 18. Adjournment

CARRIED.

ADOPTION OF MINUTES:

5.1 ADOPTION OF MINUTES

RD/20/05/02

MOVED Director Heiberg, SECONDED Director Rose,

That the Regional Board adopt the Board Meeting Minutes of April 23, 2020.

CARRIED.

5.2 RD/20/05/03

MOVED Director Zabinsky, SECONDED Director Hiebert,

That the Regional Board adopt the Committee of the Whole Meeting Minutes

of April 23, 2020.

CARRIED.

CORRESPONDENCE:

9.1

NORTHWEST SPECIES AT RISK COMMITTEE – ASSOCIATE MEMBERSHIP

Northwest Species

at Risk Committee -

RD/20/05/04

Associate

MOVED Director Rose, SECONDED Director Ackerman,

Membership

That the Regional Board pay its 2020 Northwest Species At Risk Associate

Member fee in the amount of \$1,000.

CARRIED.

9.2

MUNICIPAL FINANCE AUTHORITY OF BC

Municipal Finance

Authority of BC -

RD/20/05/05

Authorizing

MOVED Director Rose, SECONDED Director Heiberg,

Resolution of Members That the Regional Board advise the Municipal Finance Authority of BC (MFA BC) that it is in favour of MFA BC - Authority Borrowing Resolution No. 157,

2020, which authorizes the issue and sale of debentures.

REPORT:

10.1 SOCIO ECONOMIC & CARIBOU RECOVERY RELATED LAND USE OBJECTIVE

Socio Economic & STAKEHOLDER COMMITTEE

Caribou Recovery

Related Land Use RD/20/05/06

Objective MOVED Chair Sperling, SECONDED Director Zabinsky,

Stakeholder That the Regional Board appoint the Chair and Vice-Chair to the Socio Committee, DR-BRD- Economic and Caribou Recovery Related Land Use Objective Stakeholder

001 Committees.

AMENDED BY THE FOLLOWING

Motion to Amend RD/20/05/07

MOVED Director Ackerman, SECONDED Director Bertrand,

That the Regional Board amend the motion by adding 'as well as the

Snowmobile Advisory Committee' to the end of the resolution.

CARRIED.

OPPOSED: Director Goodings

Motion as Amended The Chair called the Question to the Motion as Amended:

That the Regional Board appoint the Chair and Vice-Chair to the Socio Economic and Caribou Recovery Related Land Use Objective Stakeholder

Committees, as well as the Snowmobile Advisory Committee.

CARRIED.

Recess The Chair recessed the meeting to luncheon at 12:07 p.m.

Reconvene The Chair reconvened the meeting at 12:44 p.m.

CORRESPONDENCE:

9.3 PEACE LIARD REGIONAL ARTS COUNCIL – REQUEST FOR LETTER OF SUPPORT

Peace Liard Regional Arts Council

RD/20/05/08

MOVED Director Zabinsky, SECONDED Director Hiebert,

That the Regional Board forward a letter in support of the Peace Liard Regional Arts Council and the Fort St. John Community Arts Council joint application to the BC Arts Council for funding to create an online archive, in

Sue Popesku's name, of her substantial collection of arts and culture

documents.

REPORTS:

RECOMMENDATIONS FROM THE APRIL 23, 2020 COMMITTEE OF THE WHOLE MEETING

10.2

2020 REGIONAL GRANT-IN-AID (Recommendation No. 1)

April 23, 2020 – Committee of the

RD/20/05/09

Whole

MOVED Director Ackerman, SECONDED Director Zabinsky,

Recommendations, ADM-BRD-016

That the Regional Board refer the Regional Grant-in-Aid application received from the North Peace Search & Rescue Society, for a grant in the amount of \$12,394 to assist with mapping technology improvements, to the Emergency Executive Committee.

CARRIED.

RD/20/05/10

MOVED Director Heiberg, SECONDED Director Goodings,

That the Regional Board review the Regional Grant-in-Aid application received from the STARS Foundation as an individual item under Section 263 of the *Local Government Act*.

CARRIED.

RD/20/05/11

MOVED Director Zabinsky, SECONDED Director Heiberg,

That the Regional Board respectfully decline funding for the following 2020 Regional Grant-in-Aid applications as a result of the financial impacts to residents and businesses due to COVID-19:

- Bear Mountain Nordic Ski Association
- Dawson Creek Scouts
- Dawson Creek Triathlon Association
- Fort St. John and District Kennel Club
- Fort St. John Literacy Society
- High School Rodeo of BC Association
- Northern Environmental Action Team
- North Peace SuperPark Society
- Northern Trails Heritage Society
- Peace Community Church Society
- South Peace Arts Society
- Special Olympics BC Dawson Creek
- Spirit of the West Pow Wow Society

RECOMMENDATIONS FROM THE APRIL 23, 2020 COMMITTEE OF THE WHOLE MEETING (continued)

10.2 (continued)

ADMINISTRATION OF REGIONAL GRANT-IN-AID (Recommendation No. 2)

RD/20/05/12

MOVED Director Heiberg, SECONDED Director Goodings,
That the Regional Board be provided with a report on options for
administering Regional Grant-in-Aid at a future Committee of the Whole
meeting that can accommodate the physical presence of all Directors,
including options for the Regional Grant-in-Aid Policy, possible updates to
Peace River Regional District letters patent, and/or bylaw options.

CARRIED.

STARS FOUNDATION (Recommendation No. 3)

RD/20/05/13

MOVED Director Goodings, SECONDED Director Courtoreille, That the Regional Board authorize a multi-year grant in the amount of \$170,000 per year for three years beginning in 2020, payable from Function 275 – Grants to Community Organizations, Regional Grant-in-Aid, be issued to the STARS Foundation to assist with core operational costs.

CARRIED.

NORTHEAST PHYSICIAN RECRUITMENT POSITION (Recommendation No. 4)

RD/20/05/14

MOVED Director Rose, SECONDED Director Heiberg,

That the Regional Board allocate the \$100,000 currently budgeted for the Northeast Physician Recruitment position to another use within the Grant to Community Organizations budget.

RECOMMENDATION FROM THE APRIL 16, 2020 ELECTORAL AREA DIRECTORS' COMMITTEE MEETING

10.3

CANNABIS RELATED BUSINESS (Recommendation No. 1)

April 16, 2020 Electoral Area Directors Committee Recommendation, ADM-BRD-014

RD/20/05/15

MOVED Chair Sperling, SECONDED Director Rose,

That the Regional Board remove the current definition for "cannabis related business" and the prohibition of all cannabis related businesses from all zoning bylaws, and insert the following definitions:

- 1. Cannabis means cannabis as defined in the federal Cannabis Act.
- 2. **Cannabis Processing Facility** means cultivating, growing, processing, testing, producing, packaging, storing, distributing, or dispensing of cannabis or any products containing or derived from cannabis as lawfully permitted and authorized under the federal *Cannabis Act*.
- 3. **Cannabis Retail Store** means the retail sale of cannabis, cannabis products, cannabis accessories, or any product containing or derived from cannabis as lawfully permitted and authorized under the Provincial *Cannabis Control and Licensing Act*.

Further, that the Regional Board permit cannabis retail and cannabis processing facilities in the zones noted below:

Zoning Bylaw	Recommended Zones for "Cannabis Retail Store"	Recommended Zones for "Cannabis Processing Facility"
Bylaw 479, 1986	C-1 Local Commercial	M-2 General Industrial
		M-3 Agricultural Industrial
Bylaw 506, 1986	C-1 Local Commercial	M-2 General Industrial
Bylaw 1000, 1996	NC Neighbourhood Commercial	I-2 General Industrial Zone
	Zone	
Bylaw 1343, 2001	C-1 Local Commercial Zone	I-2 General Industrial Zone
	C-2 General Commercial Zone	I-3 Agricultural Industrial Zone

On properties that are not located within:

- a) 200 m from a parcel containing a school or day care; and
- b) 100 m from any parcel containing a park, place of worship, medical clinic, rehabilitation centre, or other cannabis-related business.

DEALT WITH BY THE FOLLOWING

10.3 (continued) CANNABIS RELATED BUSINESS (continued)

RD/20/05/16

MOVED Chair Sperling, SECONDED Director Hiebert,

That the Regional Board defer consideration of Resolution No. RD/20/05/15 (Cannabis Related Business) from its May 7, 2020 meeting until it has received clarification on Liquor and Cannabis Regulation Branch (LCRB) regulations as they pertain to carte blanche approval of Cannabis Processing Facilities in

PRRD permitted zones, and requirements for public consultation.

CARRIED.

10.4

RESCIND DESIGNATION OF BUILDING INSPECTOR

Rescind Designation

of Building

Inspector, ADM-

BRD-013

RD/20/05/17

MOVED Director Zabinsky, SECONDED Director Heiberg,

That the Regional Board, for the purposes of s.2 (Schedule – Definitions and Other Interpretation Matters) of the Local Government Act [RSBC 2015], rescind Frederick (Ted) Pringle's designation as a building inspector for the

Peace River Regional District.

CARRIED.

10.5

EXEMPT STAFF WORKSAFEBC AND WI/LTD BENEFITS POLICY

Exempt Staff

WorkSafeBC and

WI/LTD Benefits

Policy, ADM-BRD-

015

RD/20/05/18 MOVED Director Ackerman, SECONDED Director Heiberg,

That the Regional Board adopt the Exempt Staff WorkSafeBC and WI/LTD Benefits Policy, which authorizes termination of exempt staff benefits in the

event of a WorkSafeBC or Weekly Indemnity/Long Term Disability claim in

excess of two years away from work.

CARRIED.

10.6

RURAL ROADS COMMITTEE

Rural Roads

Committee

RD/20/05/19

MOVED Director Heiberg, SECONDED Director Goodings, Establishment, ADM-BRD-017

That the Regional Board create a select Rural Roads Committee, and appoint

Director Goodings, Director Heiberg, Director Fraser and Director Bumstead to

the Rural Roads Committee.

AMENDED BY THE FOLLOWING

10.6 (continued) RURAL ROADS COMMITTEE (continued)

Motion to Amend RD/20/05/20

MOVED Director Rose, SECONDED Director Heiberg,

That the Regional Board amend the motion by adding 'North Peace' before

'Rural Roads Committee'.

CARRIED.

Motion as Amended The Chair called the Question to the Motion as Amended:

That the Regional Board create a select North Peace Rural Roads Committee, and appoint Director Goodings, Director Heiberg, Director Fraser and Director

Bumstead to the North Peace Rural Roads Committee.

CARRIED.

RD/20/05/21

MOVED Director Goodings, SECONDED Director Bumstead,

That the Regional Board approve the select North Peace Rural Roads Committee Terms of Reference, which establishes the term, purpose, goals

and required proceedings of the Committee.

CARRIED.

10.7

SUKUNKA LANDSLIDE EVACUATION ORDER RESCIND

Sukunka Landslide
Evacuation Order
Rossind CS RRD 00

RD/20/05/22

Rescind, CS-BRD-004 MOVED Director Rose, SECONDED Director Heiberg,

That whereas, the property owner has provided the PRRD with a third party assessment of the property located at 8657 Highway 97S, which states that there is no imminent risk for the next five years to life safety resulting from the landslide that took place on March 23, 2019 on the property, as the secondary residence at risk has been relocated 50 metres away from the riverbank; that the Regional Board rescind the evacuation order for 8657 Highway 97S on the Sukunka River, upon receipt of a signed Section 219 land use covenant between the PRRD and the property owner, that requires the property owner to adhere to all recommendations and directions contained in the March 3, 2020 Sanctuary Ranch Farms Assessment Report on 8657 Highway 97S, by SNC Lavalin.

10.8 FACILITY CODE OF CONDUCT POLICY – SOCIETY OPERATED RECREATION

Facility Code of FACILITIES

Conduct Policy –

Society Operated RD/20/05/23

Recreation Facilities, MOVED Director Goodings, SECONDED Director Rose,

CS-BRD-003 That the Regional Board receive the report 'Facility Code of Conduct Policy –

Society Operated Recreation Facilities' for discussion.

CARRIED.

RD/20/05/24

MOVED Director Ackerman, SECONDED Director Bumstead,

That the Regional Board adopt the "Facility Code of Conduct Policy" which establishes standards of operation, behaviour, and enforcement procedures for recreational facilities that are owned by the Peace River Regional District; further, as rental, lease, or other user agreements are established or renewed, that this policy be embedded in those contracts.

CARRIED.

RD/20/05/25

MOVED Director Rose, SECONDED Director Hiebert,

That the Regional Board be provided with a report on options for transferring ownership of society run Peace River Regional District recreational facilities to the societies that operate/lease them at a future Committee of the Whole meeting.

CARRIED.

10.9 NORTH PEACE DIVISION OF FAMILY PRACTICE

North Peace Division of Family Practice, FN-BRD-004

RD/20/05/26

MOVED Director Fraser, SECONDED Director Goodings,

That the Regional Board authorize a grant in the amount of \$100,000, payable from Grants to Community Organizations, Medical Recruitment, to the North Peace Division of Family Practice in support of their UBC Rural Fort St. John Residency Program.

DEALT WITH BY THE FOLLWING

RD/20/05/27

MOVED Director Ackerman, SECONDED Director Goodings,

That the Regional Board defer consideration of Resolution No. RD/20/05/26 (North Peace Division of Family Practice) from its May 7, 2020 meeting until the North Peace Division of Family Practice attends a future Regional Board meeting to present the past, present and future annual funding needs of the UBC Rural Fort St. John Residency Program, and physician retention rates.

10.10 <u>BUDGET SOFTWARE RFP 14-2020</u>

Budget Software – RFP 14-2020, FN-

RD/20/05/28

BRD-003

MOVED Director Goodings, SECONDED Director Hiebert,

That the Regional Board award RFP 14-2020 "Budgeting and Financial Reporting Software" to Public Sector Digest (PSD) at a one-time cost of

\$68,425, plus \$12,500 for annual maintenance and support, for a total cost of

\$80,925 (excluding GST) in 2020; further, that the Chair and the Chief Administrative Officer be authorized to sign the agreement on behalf of the

PRRD.

CARRIED.

10.11

APPLICATION FOR SUBDIVISION WITHIN THE ALR, PRRD FILE NO. 20-007,

Application for Subdivision within the ALR, PRRD File No. 20-007-ALRSub,

RD/20/05/29

ALRSUB, ALC ID 60626

No. 20-007-ALRSub

MOVED Director Goodings, SECONDED Director Fraser,

ALC ID 60626, DS-BRD-018 ivioved director doodings, seconded director riaser,

That the Regional Board support ALR Subdivision application 20-007-ALRSub (ALC ID 60626), to subdivide the property identified as PID 014-954-427 into one \pm 4.0 hectare parcel and one \pm 123.8 hectare parcel, and authorize the

application to proceed to the Agricultural Land Commission.

CARRIED.

VARY AGENDA

VARY AGENDA

RD/20/05/30

MOVED Director Hiebert, SECONDED Director Heiberg,

That the Regional Board vary the agenda to deal with Item 10.12 (Notice of

Closed Session) at the end of the meeting.

CARRIED.

REPORT:

10.13

COVID-19 UPDATE #4

COVID-19 Update #4, CS-BRD-006

The Regional Board received an update on COVID-19 from the General Manager of Community Services. A discussion ensued regarding the PRRD Emergency Operations Centre and the opening of community libraries.

NEW BUSINESS:

13.1 Director Goodings

SELECT STANDING COMMITTEE ON FINANCE AND GOVERNMENT SERVICES - BUDGET 2021 CONSULTATION

RD/20/05/31

MOVED Director Goodings, SECONDED Director Heiberg,

That the Regional Board authorize Director Goodings to participate in the Select Standing Committee on Finance and Government Services – Budget 2021 Consultation Public Hearings to be held in June, 2020, on behalf of the

North Peace Rural Roads Committee.

CARRIED.

13.2

SITE C PROJECT - ENVIRONMENTAL ASSESSMENT WORKING GROUP

Director Goodings

Director Goodings requested authorization to attend an Environmental Assessment Office meeting, and it was noted that her participation, along with Director Fraser, is authorized by the Board Appointment to the Site C Project Working Group.

13.3

WISHBONE DAY

Director Bumstead

The Regional Board received information from Director Bumstead on Wishbone Day, an international awareness day for Osteogenesis Imperfecta (OI) also known brittle bones.

CONSENT CALENDAR:

CONSENT CALENDAR

RD/20/05/32

MOVED Director Ackerman, SECONDED Director Hiebert,

That the Regional Board receive the May 7, 2020 Consent Calendar.

REPORT:

10.12 NOTICE OF CLOSED SESSION

Notice of Closed

Session – May 7, RD/20/05/33

2020, ADM-BRD-020 MOVED Chair Sperling, SECONDED Director Heiberg,

That the Regional Board recess to a Closed Meeting for the purpose of

discussing the following items:

Agenda Items M-1 & R-2 – Closed Meeting Minutes and Items for Release

(CC Section 97(1)(b))

Agenda Item R-1 – Acquisition/Disposition of Land (CC Section 90(1)(e))

CARRIED.

Recess The Chair recessed the meeting to a Closed Session at 1:54 p.m.

Reconvene The Chair reconvened the meeting at 2:36 p.m.

ADJOURNMENT:

ADJOURNMENT

The Chair adjourned the meeting at 2:36 p.m.

• •	utes of the Regional Board of the Peace River Regional in the Regional District Office Board Room, Dawson Creek,
Brad Sperling, Chair	Tyra Henderson, Corporate Officer