PEACE RIVER REGIONAL DISTRICT

JUNE BOARD MEETING
MINUTES

DATE: June 25, 2020

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT:

Directors
Chair Sperling, Electoral Area 'C'
Vice-Chair Rose, Electoral Area 'E'
Director Ackerman, City of Fort St. John
Director Bertrand, District of Tumbler Ridge
Director Bumstead, City of Dawson Creek
Director Courtoreille, District of Chetwynd
Director Goodings, Electoral Area 'B'
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

Alternate Directors
Alternate Director Turnbull, District of Taylor

Absent
Director Fraser, District of Taylor

Staff
Shawn Dahlen, Chief Administrative Officer
Tyra Henderson, Corporate Officer
Teri Vetter, Chief Financial Officer
Kelsey Bates, Deputy Corporate Officer
Paulo Eichelberger, General Manager of Environmental Services
Trish Morgan, General Manager of Community Services
Crystal Brown, Electoral Area Manager
Trevor Ouellette, IT Manager
Brenda Deliman, Recording Secretary

Other
Urban Systems, Katrin Saxty

Delegations
JK Solutions Ltd., Jackie Kjos

Call to Order The Chair called the meeting to order at 10:30 a.m.

Director Michetti was not present at this time.

ADOPTION OF AGENDA:

ADOPTION OF AGENDA

RD/20/06/01 (25)
MOVED Director Heiberg, SECONDED Director Hiebert,
That the Regional Board adopt the Peace River Regional District Board agenda for the June 25, 2020 meeting:

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 June 11, 2020
6. **Business Arising from the Minutes**
7. **Delegations**
   - 7.1 JK Solutions Ltd. – North Peace Rural Roads *(by invitation of the Board)*
8. **Petitions**
9. **Correspondence**
   - 9.1 South Peace Mile O Park Tour
   - 9.2 BC Assessment – Virtual Meeting During UBCM
   - 9.3 City of Rossland – Global Covenant of Mayors for Climate and Energy Change
10. **Reports**
    - 10.1 June 4, 2020 Solid Waste Committee Recommendations, ENV-BRD-008
    - 10.2 Application for Subdivision within the ALR, PRRD File No. 20-008-ALRSUB, ALC ID 60768, DS-BRD-031
    - 10.3 Application for Exclusion from the ALR, PRRD File No. 20-003-ALREx, ALC ID 60120, DS-BRD-029
    - 10.4 Application for Non-Farm Use in the ALR, PRRD File No. 20-008-ALRNFU, ALC ID 60761, DS-BRD-030
    - 10.5 Application for Subdivision within the ALR, PRRD File No. 20-009 – ALRSUB, ALC ID 60796, DS-BRD-032
    - 10.6 Application for Non-Farm Use within the ALR, PRRD File No. 20-006-ALRNFU, ALC ID 60716, DS-BRD-033
    - 10.7 UBCM Resolution – Ranching Concerns, ADM-BRD-001
    - 10.8 Regional Grant-in-Aid & Economic Development Grants Workshop, ADM-BRD-007
    - 10.9 Anti-Racial Discrimination and Anti-Racism Policy, ADM-BRD-035
    - 10.10 RFQ Award 28-2020 'PRRD Internet Provider', ADM-BRD-036
    - 10.11 North Peace Leisure Pool Feasibility Study Terms of Reference, CS-BRD-008
    - 10.12 Section 57 Notices: PID 024-899-283 and PID 012-097-624
    - 10.13 Notice of Closed Session
11. **Bylaws**
12. **Strategic Plan**
    - 12.1 2019-2022 Strategic Plan
13. **New Business**
14. **Appointments**
    - 14.1 2020 Board Appointments

RD/20/06/01 (25) (continued)

Adoption of Agenda: (continued)

15. Consent Calendar (for consideration and receipt)
- 15.1 North Peace Fall Fair Meeting Minutes of June 10, 2020
- 15.2 Charlie Lake Conservation Society – Spring Clean Up 2020
- 15.3 Municipal Finance Authority of BC – Semi-Annual Meeting
- 15.4 Geoscience BC – Kiskatinaw Area Seismic Data
- 15.5 PRRD Building Report for May 2020
- 15.6 BC Oil & Gas Commission – Orphan Well Designations
- 15.7 Solid Waste Committee Draft Meeting Minutes of June 4, 2020
- 15.8 Office of the Information & Privacy Commissioner for BC – FOIPPA Request to Province – Old Fort Landslide Event

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/20/06/02 (25)
MOVED Director Zabinsky, SECONDED Director Hiebert,
That the Regional Board adopt the Board Meeting Minutes of June 11, 2020.

CARRIED.

DELEGATIONS:

7.1 NORTH PEACE RURAL ROADS PROJECT

JK Solutions Ltd. – Jackie Kjos

The Regional Board received a video presentation from JK Solutions Ltd. on the completed and ongoing works of the North Peace Rural Roads project, as well as an update on its successes and challenges. Topics included:

- Provincial funding
- Projects (pothole repair, pullouts, gravelling, hard surfacing, maintenance of 100% legal axle loading)
- Ministry of Transportation & Infrastructure (turnover of local District Managers)
- Road restrictions
- Positive impacts to the local economy

Director Michetti entered the meeting at 11:01 a.m.

A question and answer period ensued. Topics included:

- Availability of aggregate for road construction
- Project work plan and costs to complete
- Enforcement of load restrictions
- Transportation of fracturing equipment and coil tubing units
- Rural Roads Task Force
- Advocacy to senior levels of government

Recess — The Chair recessed the meeting at 11:12 a.m.

Reconvene — The Chair reconvened the meeting at 11:24 a.m.

CORRESPONDENCE:

9.1 South Peace Mile O Park Society

TOUR OF SOUTH PEACE MILE 0 PARK

RD/20/06/03 (25)
MOVED Director Zabinsky, SECONDED Director Hiebert,
That the Regional Board authorize Directors to attend the South Peace Mile 0 Park Tour on August 14, 2020 in Dawson Creek, BC.

CARRIED.

RD/20/06/04 (25)
MOVED Director Goodings, SECONDED Director Ackerman,
That the Regional Board contact the South Peace Mile 0 Park Society to respectfully request that the South Peace Mile 0 Park Tour be rescheduled from August 14 to August 13, 2020, as Regional Board Directors will be in Dawson Creek, BC on that date to attend a Regional Board meeting.

CARRIED.

9.2 BC Assessment

BC ASSESSMENT – VIRTUAL MEETING DURING UBCM

RD/20/06/05 (25)
MOVED Director Goodings, SECONDED Director Zabinsky,
That the Regional Board receive the email dated June 15, 2020 from BC Assessment, regarding the scheduling of a virtual meeting during the 2020 Union of BC Municipalities Convention, for information.

CARRIED.

9.3 City of Rossland

GLOBAL COVENANT OF MAYORS FOR CLIMATE & ENERGY CHANGE

RD/20/06/06 (25)
MOVED Director Bertrand, SECONDED Director Goodings,
That the Regional Board receive the correspondence dated June 18, 2020 from the City of Rossland regarding its resolution on the Global Covenant of Mayors for Climate and Energy Change, for information.

CARRIED.

REPORTS:

RECOMMENDATIONS FROM THE JUNE 4, 2020 SOLID WASTE COMMITTEE MEETING

10.1
ENV-BRD-008

AWARD RFQ 22-2020 – DECOMMISSIONING OF BULKY PITS AT PRRD TRANSFER STATION SITES PHASE 1 (Recommendation No. 1)

RD/20/06/07 (25)
MOVED Director Rose, SECONDED Director Heiberg,
That the Regional Board award RFQ 22-2020, 'Decommissioning of Bulky Pits at PRRD Transfer Station Sites Phase 1', to Chapman Industries Ltd., at a cost $335,797.06 (excluding GST); further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

CARRIED.

AWARD RFQ 23-2020 – RECYCLING SHEDS (Recommendation No. 2)

RD/20/06/08 (25)
MOVED Director Goodings, SECONDED Director Rose,
That the Regional Board award RFQ 23-2020 "Recycling Sheds" for the supply of nineteen 14' x 32' x 9' sheds to rural transfer stations in the region to Northern Portables at a cost of $115,200 (excluding GST); further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

CARRIED.

AWARD RFP 27-2020 – BESSBOROUGH LANDFILL: LEACHATE POND, PHASE 1B CLOSURE AND PHASE 3B EXPANSION (Recommendation No. 3)

RD/20/06/09 (25)
MOVED Director Rose, SECONDED Director Ackerman,
That the Regional Board award RFP 27-2020, 'Bessborough Landfill: Leachate Pond, Phase 1B Closure and Phase 3B Expansion', to OCL Industrial Services Ltd. at a cost of $2,961,628.05 (excluding taxes); further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

CARRIED.

REPORTS: (continued)

10.1 (continued) AWARD RFP 12-2020 – NORTH PEACE REGIONAL LANDFILL 2020 LFG STAGE 2 PHASE 2 (Recommendation No. 4)

RD/20/06/10 (25)
MOVED Director Rose, SECONDED Director Courtoreille,
That the Regional Board award RFP 12-2020 "North Peace Regional Landfill 2020 LFG Stage 2 Phase 2" to Knappett Industries Ltd., at a cost of $268,998.50 (excluding GST); further, that the Chair and Chief Administrative Officer be authorized to sign the purchase agreement on behalf of the PRRD.

CARRIED.

BIO-SUL MATERIAL PRODUCTION AT NORTH PEACE REGIONAL LANDFILL (Recommendation No. 5)

RD/20/06/11 (25)
MOVED Director Rose, SECONDED Director Heiberg,
That the Regional Board enter into an agreement with Green for Life Environmental (GFL) for production of Bio-Sul material at the North Peace Regional Landfill for a 1 year term, commencing August 1, 2020; further, that the Chair and Chief Administrative Officer be authorized to sign the purchase agreement on behalf of the PRRD.

CARRIED.

RD/20/06/12 (25)
MOVED Director Heiberg, SECONDED Director Courtoreille,
That the Regional Board be authorized to participate in a tour of the North Peace Regional Landfill to observe the production of Bio-Sul materials and vermicomposting processes.

CARRIED.

CHETWYND LANDFILL PHASE B CLOSURE UPDATE REPORT (Recommendation No. 6)

RD/20/06/13 (25)
MOVED Director Rose, SECONDED Director Goodings,
That the Regional Board receive the June 4, 2020 report that was previously received at a Solid Waste Committee meeting titled "Chetwynd Landfill Phase B Closure Update" for information.

CARRIED.

REPORTS: (continued)

10.1 (continued) PUBLIC OUTREACH EVENTS AT PRRD SITES (Recommendation No. 7)

RD/20/06/14 (25)
MOVED Director Rose, SECONDED Director Goodings,
That the Regional Board forward a letter to Tervita Corporation, with a copy to the "Nor' Pioneer Women's Institute," clearly explaining:

a) why a public outreach event could not be held at the Cecil Lake Transfer Station in May, 2020; and
b) how to refer any requests to conduct a public outreach event at a PRRD site to the Peace River Regional District for consideration.

CARRIED.

RD/20/06/15 (25)
MOVED Director Ackerman, SECONDED Director Bumstead,
That the Regional Board authorize staff to review and align PRRD procedures, throughout all functions, for processing requests to hold public events on PRRD properties and sites, to ensure consistency; further, that staff be authorized to approve or refuse such requests based on the newly aligned and consistent operating procedures.

CARRIED.

10.2
DS-BRD-031 APPLICATION FOR SUBDIVISION WITHIN THE ALR, PRRD FILE NO. 20-008-ALRSUB, ALC ID 60768

RD/20/06/16 (25)
MOVED Director Rose, SECONDED Director Bumstead,
That the Regional Board support ALR Subdivision application 20-008-ALRSUB (ALC ID 60768), to subdivide the subject property identified as PID 010-978-623 into one ± 64.7 hectare parcel and one ± 193.1 hectare parcel, and authorize the application to proceed to the Agricultural Land Commission.

CARRIED.

10.3
DS-BRD-029 APPLICATION FOR EXCLUSION FROM THE ALR, PRRD FILE NO. 20-003-ALREX, ALC ID 60120

RD/20/06/17 (25)
MOVED Director Goodings, SECONDED Director Hiebert,
That the Regional Board support ALR Exclusion application 20-003-ALREx (ALC ID 60120), to exclude a 4.1 hectare portion of the property identified as PID 013-507-311, and authorize the application to proceed to the Agricultural Land Commission.

CARRIED.

REPORTS: (continued)

10.4 DS-BRD-030 — APPLICATION FOR NON-FARM USE IN THE ALR, PRRD FILE NO. 20-008-ALRNFU, ALC ID 60761

RD/20/06/18 (25)
MOVED Director Rose, SECONDED Director Hiebert,
That the Regional Board support ALR Non-Farm Use application 20-008-ALRNFU (ALC ID 60761), to establish a new gravel pit on a 4.4 hectare portion of the property identified as PID 017-001-463, and authorize the application to proceed to the Agricultural Land Commission.

CARRIED.

10.5 DS-BRD-032 — APPLICATION FOR SUBDIVISION WITHIN THE ALR, PRRD FILE NO. 20-009 – ALRSUB, ALC ID 60796

RD/20/06/19 (25)
MOVED Director Hiebert, SECONDED Director Zabinsky,
That the Regional Board support ALR Subdivision application 20-009-ALRSUB (ALC ID 60796), to subdivide the property identified as PID 027-088-821 into three ± 2 hectare lots, and authorize the application to proceed to the Agricultural Land Commission.

CARRIED.

10.6 DS-BRD-033 — APPLICATION FOR NON-FARM USE WITHIN THE ALR, PRRD FILE NO. 20-006-ALRNFU, ALC ID 60716

RD/20/06/20 (25)
MOVED Director Hiebert, SECONDED Director Heiberg,
That the Regional Board support ALR Non-Farm Use application 20-006-ALRNFU (ALC ID 60716), to allow access to the PRRD's Dawson Creek Solid Waste Transfer Station and placement of associated services (i.e. attendant building, scale, and recycling areas) on the property identified as PID 016-768-850, and authorize the application to proceed to the Agricultural Land Commission.

CARRIED.

REPORTS: (continued)

10.7 UBCM RESOLUTION – RANCHING CONCERNS
ADM-BRD-037

RD/20/06/21 (25)
MOVED Director Rose, SECONDED Director Goodings,
That the Regional Board submit the following resolution to the Union of BC Municipalities for consideration at its 2020 convention:

WHEREAS range tenure holders are concerned with the lack of service that is offered by the Ministry of Forests, Lands, Natural Resource Operations and Rural Development, including a lack of staff with experience or training in ranching related issues, high turnover, and unreasonable delays in communications and approvals; and

WHEREAS ranchers are faced with numerous delays in approvals for fence installation due to the removal of natural boundaries by third party operators; and

WHEREAS ranchers are facing hardships and are unable to properly manage their tenures due to a lack of qualified staff who can assist ranchers with range burning applications;

THEREFORE BE IT RESOLVED that the Union of British Columbia Municipalities petition the Province to bring up staffing levels in the range department so that grazing tenures or license issues are dealt with more timely and efficiently to prevent entire grazing seasons being lost.

CARRIED.

10.8 SPECIAL BOARD MEETING - REGIONAL GRANT-IN-AID AND ECONOMIC
ADM-BRD-007 DEVELOPMENT GRANTS

RD/20/06/22 (25)
MOVED Director Ackerman, SECONDED Director Heiberg,
That the Regional Board schedule a Special Meeting for Tuesday, August 18th to review Regional Grants in Aid and Economic Development to determine a path forward for 2021.

CARRIED.

REPORTS: (continued)

10.9
ADM-BRD-035

AMENDED CODE OF CONDUCT POLICY

The Regional Board voted on the following motion deferred from its June 11, 2020 meeting:

RD/20/06/20
MOVED Director Rose, SECONDED Director Bertrand,
That the Regional Board repeal the following policies:

a) Chairman Title
b) Interim Social Media Use
c) Photocopying
d) Respectful Workplace
e) Impairment in the Workplace

and adopt the amended Staff Code of Conduct Policy, which addresses expectations on personal social media use, expands on non-compliance, and encompasses the policies listed above for repeal.

CARRIED.

ANTI-RACIAL DISCRIMINATION AND ANTI-RACISM POLICY

RD/20/06/23 (25)
MOVED Director Bertrand, SECONDED Director Courtoreille,
That the Regional Board adopt the Anti-Racial Discrimination and Anti-Racism Policy, which is intended to demonstrate the Peace River Regional District's (PRRD) commitment to conducting the day-to-day operations and governance in an anti-discriminatory and anti-racist manner and environment.

CARRIED.

10.10
ADM-BRD-036

AWARD RFQ 28-2020 – PRRD INTERNET PROVIDER

RD/20/06/24 (25)
MOVED Director Hiebert, SECONDED Alternate Director Turnbull,
That the Regional Board award RFQ 28-2020, 'PRRD Internet Provider', to TELUS Communications Inc., at a cost of $69,876 (excluding taxes) over a 3 year period starting July 1, 2020; further, that the Chair and the Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

CARRIED.

VARY AGENDA:

VARY AGENDA

RD/20/06/25 (25)
MOVED Director Heiberg, SECONDED Director Bertrand,
That the agenda be varied to deal with Item 10.13 (Closed Session) at this time.

CARRIED.

REPORT:

10.13
ADM-BRD-011

NOTICE OF CLOSED SESSION

RD/20/06/26 (25)
MOVED Director Ackerman, SECONDED Director Zabinsky,
That the Regional Board recess to a Closed Meeting for the purpose of discussing the following items:

Agenda Item M-1 – Closed Meeting Minutes (CC Section 97(1)(b))
Agenda Item R-1 – Litigation (CC Section 90 (1)(c)(g)(i) and (k))

CARRIED.

Recess — The Chair recessed the meeting to luncheon and a Closed Session at 12:05 p.m.

Reconvene — The Chair reconvened the meeting at 1:50 p.m. Director Bumstead was not present at the meeting.

10.11
CS-BRD-008

NORTH PEACE LEISURE POOL FEASIBILITY STUDY PROJECT

RD/20/06/27 (25)
MOVED Director Ackerman, SECONDED Director Bertrand,
That the Regional Board support in principle the establishment of a Steering Committee to oversee the development of the new North Peace Leisure Pool, subject to agreement from both the City of Fort St. John and the District of Taylor; further, that should all three parties agree to this Steering Committee, that the membership consist of elected officials from the PRRD (Electoral Areas B and C), two council members each from the City of Fort St. John and the District of Taylor; and finally, with favorable support from the City of Fort St. John and District of Taylor, that the Steering Committee be supported by staff from the three local governments.

CARRIED.

REPORTS: (continued)

10.12
ADM-BRD-012

SECTION 57 NOTICE - PID 024-899-283

RD/20/06/28 (25)
MOVED Chair Sperling, SECONDED Director Bertrand,
That whereas the Building Inspector has provided a recommendation to the Corporate Officer according to Section 57(1)(b) of the *Community Charter* that a notice be placed on the title of the property identified as PID 024-899-283 regarding construction of 3 dwellings, 2 additions to an accessory building and 20 storage containers without building permits and contrary to the PRRD Building Bylaw; and

The Corporate Officer provided notice to the property owner, according to Section 57 of the *Community Charter*, of the Board's intent to consider placing a notice on title, and provided the property owner the opportunity to address the Board prior to the Board making a decision to place a notice on the title; therefore be it resolved

That the Board require the Corporate Officer, as authorized by Section 57 of the *Community Charter* and Section 302 of the *Local Government Act*, to place a notice on title to the property identified as PID 024-899-283 regarding construction of 3 dwellings, 2 additions to an accessory building and 20 storage containers without building permits and contrary to the PRRD Building Bylaw.

CARRIED.

REPORTS: (continued)

10.12 (continued) SECTION 57 NOTICE - PID 012-097-624

RD/20/06/29 (25)
MOVED Chair Sperling, SECONDED Director Bertrand,
That whereas the Building Inspector has provided a recommendation to the Corporate Officer according to Section 57(1)(b) of the *Community Charter* that a notice be placed on the title of the property identified as PID 012-097-624 regarding construction of a dwelling and accessory buildings without a building permit and contrary to the PRRD building bylaw regulations; and

The Corporate Officer provided notice to the property owner, according to Section 57 of the *Community Charter*, of the Board's intent to consider placing a notice on title, and provided the property owner the opportunity to address the Board prior to the Board making a decision to place a notice on the title; therefore be it resolved

That the Board require the Corporate Officer, as authorized by Section 57 of the *Community Charter* and Section 302 of the *Local Government Act*, to place a notice on title to the property identified as PID 012-097-624 regarding construction of a dwelling and accessory buildings without a building permit and contrary to PRRD Building Bylaw.

CARRIED.

CONSENT CALENDAR:

CONSENT CALENDAR

RD/20/06/30 (25)
MOVED Director Hiebert, SECONDED Director Goodings,
That the Regional Board receive the June 25, 2020 Consent Calendar.

CARRIED.

CONSENT CALENDAR: (continued)

15.6 BC OIL AND GAS COMMISSION – ORPHAN WELL DESIGNATIONS

RD/20/06/31 (25)
MOVED Director Goodings, SECONDED Director Ackerman,
That the Regional Board forward the email and attachment dated June 18, 2020 from the BC Oil and Gas Commission regarding orphan well designations to Mr. Les Willms.

CARRIED.

ADJOURNMENT:

ADJOURNMENT

The Chair adjourned the meeting at 2:06 p.m.

CERTIFIED a true and correct copy of the Minutes of the Regional Board of the Peace River Regional District from a meeting held on June 25, 2020 in the Regional District Office Board Room, Dawson Creek, BC.

Brad Sperling, Chair

Tyra Henderson, Corporate Officer