



PEACE RIVER REGIONAL DISTRICT

Regional Board Meeting Revised Agenda

September 10, 2020, Immediately Following a CoW Meeting
1981 Alaska Avenue, Dawson Creek, BC

	Pages
1. Call to Order	
2. Directors' Notice of New Business	
3. Adoption of Agenda	
4. Gallery Comments or Questions	
5. Adoption of Minutes	
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6. Business Arising from the Minutes	
7. Delegations	
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14.	Appointments	
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15.9	Minister of Energy, Mines & Petroleum Resources - Deasan Holdings Ltd. Gravel Mine	534
15.10	Minister of Environment & Climate Change Strategy - Hybrid Recycling Collection System for Low Population Density Regional Districts	537
16.	Notice of Motion	
17.	Media Questions	
18.	Adjournment	



PEACE RIVER REGIONAL DISTRICT

AUGUST BOARD MEETING **MINUTES**

DATE: August 13, 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 Bumstead, City of Dawson Creek
Director Courtoreille, District of Chetwynd
Director Fraser, District of Taylor
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

Absent

Director Bertrand, District of Tumbler Ridge

Staff

Shawn Dahlen, Chief Administrative Officer
Tyra Henderson, Corporate Officer
Teri Vetter, Chief Financial Officer
Amber Vieweg, Investment Officer
Paulo Eichelberger, General Manager of Environmental Services
Trish Morgan, General Manager of Community Services
Crystal Brown, Electoral Area Manager
Trevor Ouellette, IT Manager
Michael Blatz, North Peace Land Use Planner
Brenda Deliman, Recording Secretary

Delegations

7.1 Morrison Hershfield
Veronica Bartlett (*via WebEx*)

7.2 Ministry of Transportation & Infrastructure
Jan Lansing, Chris Rabbitt, Gerri Goulet, and
Grant Herman (*via WebEx*)

7.3 Northern Lights College
Dr. Bryn Kulmatycki and Robert McAleney

Call to Order The Chair called the meeting to order at 10:08 a.m.

DIRECTORS' NOTICE OF NEW BUSINESS:

Director Hiebert North Rolla Lutheran Church and Cemetery

Director Fraser Tumbler Ridge Museum Foundation / Tumbler Ridge Global Geopark

ADOPTION OF AGENDA:

ADOPTION OF AGENDA

RD/20/08/01

MOVED Director Hiebert, SECONDED Director Courtoreille,
That the Regional Board adopt the PRRD Board agenda for the August 13,
2020 meeting, including Director's new business (North Rolla Lutheran Church
and Cemetery, TRMF/TRGG), 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 Draft Meeting Minutes of July 9, 2020
6. **Business Arising from the Minutes**
7. **Delegations**
 - 7.1 Morrison Hershfield – Draft Regional Solid Waste Management Plan
 - 7.2 Ministry of Transportation & Infrastructure / Commercial Vehicle Safety & Enforcement – Pilot Car Strategy
 - 7.3 Northern Lights College – Northeast Regional Labour Market Strategy
8. **Petitions**
9. **Correspondence**
 - 9.1 BC Oil & Gas Commission – Managing Orphan Sites Webinar
 - 9.2 Whiskey Jack Nordic Ski Club – Request for Letter of Support
 - 9.3 Ben Pires – Colonial Name of the Province of BC
 - 9.4 Doig River First Nation – Treaty Land Entitlement Land Selections – Request for Letter of Support
10. **Reports**
 - 10.1 Farmers' Information Service
 - 10.2 Village of Pouce Coupe and the Royal Canadian Mounted Police Letter of Agreement
 - 10.3 July 2, 2020 Solid Waste Committee Recommendation
 - 10.4 Boundary Lake Water Supply Amendment Agreement
 - 10.5 Charlie Lake Reclaim Water Facility Design
 - 10.6 2019 Annual Development Cost Charge Report
 - 10.7 2019 Peace River Regional District Financial Statements
 - 10.8 2019 Statement of Financial Information
 - 10.9 2020 Investment Update
 - 10.10 2020 Pre Budget Approval – Student/Junior Planner Position
 - 10.11 Application for Non-Farm Use in the ALR, PRRD File No. 20-010, ALC ID 61029
 - 10.12 Application for Subdivision within the ALR, PRRD File No. 20-010-ALRSUB, ALC ID 60917

RD/20/08/01
(continued)

Adoption of Agenda: (continued)

10. Reports (continued)

- 10.13 Application for Subdivision with the ALR, PRRD File No. 20-012-ALRSub
- 10.14 Temporary Expanded Service Area Authorization – Jackfish Dundee’s
- 10.15 Liquor Primary Licence Application for RNN Sales and Rental
- 10.16 Festival Plaza Laydown Yard
- 10.17 West Peace Fire Services Mutual Aid Agreement
- 10.18 North Peace Leisure Pool Facility Replacement Steering Committee Terms of Reference
- 10.19 Notice of Closed Session – August 13, 2020

11. Bylaws

- 11.1 Zoning Amendment Bylaw No. 2403, 2020, PRRD File No. 20-002-ZN
- 11.2 Zoning Amendment Bylaw No. 2355, 2020, PRRD File No. 20-008-ZN
- 11.3 OCP and Zoning Amendment Bylaw No. 2400 and 2401, 2020, PRRD File No. 19-236

12. Strategic Plan

- 12.1 2019-2022 Strategic Plan Action Update

13. New Business

- 13.1 Director Hiebert – North Rolla Lutheran Church and Cemetery
- 13.2 Director Fraser – Tumbler Ridge Museum Foundation / Tumbler Ridge Global Geopark

14. Appointments

- 14.1 North Wind Wellness Centre – Addiction Recovery Community Housing Building Committee
- 14.2 2020 Board Appointments List

15. Consent Calendar (for consideration and receipt)

- 15.1 North Peace Airport Society Regular Meeting Minutes of June 8, 2020
- 15.2 Health Care Scholarship Committee Draft Meeting Minutes of July 2, 2020
- 15.3 Regular North Peace Leisure Pool Commission Draft Meeting Minutes of June 2, 2020
- 15.4 UBCM – Flood Mapping for Chetwynd Fringe, Moberly Lake and Toms Lake-Pouce Coupe Rural Area Project
- 15.5 City of New Westminster – Disaggregated COVID-19 Data Collection
- 15.6 Employment & Social Development Canada – Assistance for Low-Income Seniors
- 15.7 UBCM – 2020 UBCM Convention Resolution
- 15.8 UBCM – Gas Tax Agreement Community Works Fund Payment
- 15.9 PRRD Building Permit Report for June 2020
- 15.10 North Peace Fall Fair Meeting Minutes of July 14, 2020
- 15.11 Ministry of Municipal Affairs & Housing – COVID-19 Related Measures Act (Bill 19)
- 15.12 Environmental Assessment Office – Local Government Engagement During Environmental Assessment Revitalization Process
- 15.13 North Peace Rural Roads Meeting Minutes of June 19, 2020
- 15.14 Ministry of Energy, Mines & Petroleum Resources – Pause to Petroleum and Natural Gas Pre-Tenure Engagement and Disposition
- 15.15 Civic Properties Commission Meeting Minutes of June 23, 2020
- 15.16 Naomi Barnes – PRRD Health Care Scholarship
- 15.17 Emergency Executive Committee Meeting Minutes of January 7, 2020
- 15.18 BC Hydro – North Montney Region Electrification Study
- 15.19 Ministry of Forests, Lands, Natural Resource Operations & Rural Development – Blackfoot Park / Clayhurst Bridge Boat Launch
- 15.20 City of Fort St. John – BCUC Approval of BC Hydro’s Application to Amend the Net Metering Service
- 15.21 PRRD Building Permit Report for July 2020
- 15.22 Minister of Municipal Affairs & Housing – COVID-19 and Economic Recovery

RD/20/08/01
(continued)

Adoption of Agenda: (continued)

15. Consent Calendar (continued)

15.23 Items Previously Released from Closed Meetings

15.24 Solid Waste Committee Draft Meeting Minutes of July 2, 2020

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/20/08/02

MOVED Director Heiberg, SECONDED Director Hiebert,

That the Regional Board adopt the Board Meeting Minutes of July 9, 2020.

CARRIED.

DELEGATIONS:

7.1

Morrison Hershfield
– Veronica Bartlett

DRAFT REGIONAL SOLID WASTE MANAGEMENT PLAN FOR THE PRRD

The Regional Board received a presentation from Morrison Hershfield on the PRRD Draft Regional Solid Waste Management Plan. Topics included:

- Guiding principles
- Targets
- Proposed strategies (overview, cost and staff impacts, feedback)
- Plan targets and monitoring
- Key considerations for strategy development
- Financing and administration
- Next steps (public consultation)

A question and answer period ensued. Topics included:

- Prioritization of repair events
- Definition of single-use plastics
- Impacts of COVID-19 (reusable shopping bags, adjustments to long term planning, recycling – escalating costs to take to market/shrinking markets)
- Recycle BC
- Responsibilities (PRRD vs. PRRD with support of municipalities)
- Implementation cost of recycling strategy
- Segregation of recycling materials (enforcement – responsibilities and methods)
- Organics segregation (automated methods)
- Collection of landfill gasses
- Regional vs. out-of-region energy recovery facilities

DELEGATIONS: (continued)

7.1 (continued)

DRAFT REGIONAL SOLID WASTE MANAGEMENT PLAN FOR THE PRRD
(continued)

RD/20/08/03

MOVED Director Ackerman, SECONDED Director Rose,
That the Regional Board refer the presentation from Morrison Hershfield
titled 'Draft Regional Solid Waste Management Plan for the Peace River
Regional District' to a Solid Waste Committee meeting in which all Directors
are invited to attend.

CARRIED.

7.2

Ministry of
Transportation &
Infrastructure –
Gerri Goulet, Grant
Herman, Jan
Lansing, and Chris
Rabbitt

COMMERCIAL VEHICLE SAFETY & ENFORCEMENT – PILOT CAR STRATEGY

The Regional Board received a presentation from the Ministry of
Transportation and Infrastructure on the Commercial Vehicle Safety and
Enforcement (CVSE) – Pilot Car Strategy. Topics included:

- Use of pilot cars in oversize/overweight permitting
- Three-phased approach (BC Pilot Car Load Movement Guidelines, Modernization of the Requirements for Pilot Car Lights & Signs, Review of Pilot Car Requirements & Travel Time Windows)
- Analysis-based method
- Current draft changes
- Extension of input window

A question and answer period ensued. Topics included:

- Load widths / lengths (industrial traffic)
- Traffic volume
- Travel time restrictions
- Permit conditions regarding the use of pullouts to allow following vehicles to pass
- Traffic control

DELEGATIONS: (continued)

7.3

Northern Lights
College – Dr. Bryn
Kulmatycki and
Robert McAleney

NORTHEAST REGIONAL LABOUR MARKET STRATEGY

The Regional Board received a presentation from the Northern Lights College (NLC) on its Northeast Regional Labour Market Strategy. Topics included:

- Occupational forecasts
- Research highlights (educational attainment, indigenous graduation rates, occupational demand 2018-2028)
- Recommendations (leadership training, guest speaker series on economic revitalization, truck driver training programs, distance education in Northeast BC, heavy equipment operator program, natural gas and clean tech trades training, agriculture – labour market study and research program on effects of climate change, business management workshop)
- Agriculture Study Project (objective, project description and activities, conclusions)

A question and answer period ensued. Topics included:

- Agriculture in Indigenous communities
- Diversity in agricultural education opportunities
- BC Food Security Task Force Report

Recess

The Chair recessed the meeting to luncheon at 12:39 p.m.

Reconvene

The Chair reconvened the meeting at 1:00 p.m. Director Rose was not present in the meeting.

RD/20/08/04

MOVED Chair Sperling, SECONDED Director Zabinsky,

That the Regional Board supports the application to the Ministry of Social Development and Poverty Reduction from Northern Lights College for funding for the State of the Agriculture Labour Trends and Needs in Northeast BC study.

CARRIED.

Director Rose entered the meeting at 1:01 p.m.

CORRESPONDENCE:

- 9.1 BC OIL & GAS COMMISSION – MANAGING ORPHANS WEBINAR
BC Oil & Gas
Commission
RD/20/08/05
MOVED Director Zabinsky, SECONDED Director Heiberg,
That the Regional Board provide authorization for Director’s attendance at
the BC Oil & Gas Commission – Managing Orphans webinar on July 22, 2020.
CARRIED.
- 9.2 WHISKEY JACK NORDIC SKI CLUB
Whiskey Jack Nordic
Ski Club
RD/20/08/06
MOVED Director Zabinsky, SECONDED Director Ackerman,
That the Regional Board supports the application to Northern Development
Initiative Trust from the Whiskey Jack Nordic Ski Club for a grant of up to
\$10,000 from the BC Hydro GO Fund.
CARRIED.
- 9.3 COLONIAL NAME OF THE PROVINCE OF BC
Ben Pires
RD/20/08/07
MOVED Director Ackerman, SECONDED Director Bumstead,
That the Regional Board receive the email dated July 22, 2020 from Ben Pires
regarding the colonial name of the Province of BC, for information.
CARRIED.
- 9.4 DOIG RIVER FIRST NATION – TREATY LAND ENTITLEMENT LAND SELECTIONS
Doig River First
Nation
RD/20/08/08
MOVED Director Fraser, SECONDED Director Courtoreille,
That the Regional Board provide a letter to the Doig River First Nation in
support of its Treaty Land Entitlement selections, as outlined in its
correspondence dated July 30, 2020.
CARRIED.
- RD/20/08/09
MOVED Director Ackerman, SECONDED Director Bumstead,
That the Regional Board provide a letter to the Doig River First Nation (DRFN)
in support of its Non-Treaty Land Entitlement selections located on the Old
Fort Road which are slated for Additions to Reserve; further, that the DRFN be
encouraged to engage with the PRRD regarding the creation of a
Memorandum of Understanding and / or Municipal Services Agreement.
CARRIED.

REPORTS:

10.1 FARMERS' INFORMATION SERVICE

Director Goodings,
DR-BRD-003

RD/20/08/10

MOVED Director Goodings, SECONDED Director Heiberg,
That the Regional Board authorize the Chair to contact the Minister of Agriculture and the Minister of Energy, Mines and Petroleum Resources to request that either a contract be awarded for the Farmer's Information Service, or that a Request for Proposals be re-issued.

CARRIED.

10.2 VILLAGE OF POUCE COUPE – COMMUNITY POLICING OFFICE

Director Hiebert, DR-
BRD-004

RD/20/08/11

MOVED Director Goodings, SECONDED Director Ackerman,
That the Regional Board refer the report titled 'Village of Pouce Coupe and the Royal Canadian Mounted Police Letter of Agreement - DR-BRD-004', to the Village of Pouce Coupe, City of Dawson Creek and the Electoral Area D Director so they may discuss potential impacts of the agreement; further, that the Regional Board be provided with a report containing their recommendation.

CARRIED.

RECOMMENDATION FROM THE JULY 2, 2020 SOLID WASTE COMMITTEE MEETING

10.3 PROPOSED ACQUISITION OF 8225 271 ROAD (Recommendation No. 1)

ENV-BRD-012

RD/20/08/12

MOVED Director Rose, SECONDED Director Zabinsky,
That the Regional Board notify nearby property owners of the proposed acquisition of 8225-271 Road for the purpose of expanding and upgrading the existing transfer station and authorize an offer of \$5,000 for the purchase of 8225-271 Road (PID 012-260-509) from the Province of British Columbia subject to receipt of a Phase 2 environmental assessment satisfactory to the PRRD.

CARRIED.

10.4 BOUNDARY LAKE WATER SUPPLY AMENDMENT AGREEMENT

ENV-BRD-009

RD/20/08/13

MOVED Director Goodings, SECONDED Director Fraser,
That the Regional Board defer the report titled "Boundary Lake Water Supply Amendment Agreement – ENV-BRD-009" to the next Board meeting.

CARRIED.

REPORTS: (continued)

10.5 CHARLIE LAKE RECLAIM WATER FACILITY DESIGN

ENV-BRD-013

RD/20/08/14

MOVED Director Ackerman, SECONDED Director Fraser,
That the Regional Board award RFP 33-2020 "Charlie Lake Reclaim Water Facility Design" to Urban Systems Ltd. for a cost of \$94,600 (excluding taxes); further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

CARRIED.

10.6 2019 ANNUAL DEVELOPMENT COST CHARGE REPORT

FN-BRD-009

RD/20/08/15

MOVED Director Rose, SECONDED Director Goodings,
That the Regional Board receive the report titled "2019 Annual Development Cost Charge Report – FN-BRD-009" for information.

CARRIED.

10.7 2019 PEACE RIVER REGIONAL DISTRICT FINANCIAL STATEMENTS

FN-BRD-011

RD/20/08/16

MOVED Director Bumstead, SECONDED Director Ackerman,
That the Regional Board authorize that Beswick Hildebrandt and Lund Chartered Professional Accountants be invited to attend the August 18, 2020 Special Board meeting to present the PRRD 2019 Financial Statements; further, that the report titled "2019 Peace River Regional District Financial Statements – FN-BRD-011" be deferred to the August 18, 2020 Special Board meeting.

CARRIED.

10.8 2019 STATEMENT OF FINANCIAL INFORMATION

FN-BRD-012

RD/20/08/17

MOVED Director Bumstead, SECONDED Director Heiberg,
That the Regional Board defer the report titled "2019 Statement of Financial Information – FN-BRD-012" to the August 18, 2020 Special Board meeting.

CARRIED.

REPORTS: (continued)

10.9 2020 INVESTMENT UPDATE

FN-BRD-010

RD/20/08/18

MOVED Director Rose, SECONDED Director Hiebert,
That the Regional Board receive the report titled "2020 Investment Update – FN-BRD-010", which provides an update on PRRD and PRRHD hospital investments as at June 30, 2020, for discussion.

CARRIED.

RD/20/08/19

MOVED Director Ackerman, SECONDED Director Bumstead,
That the Regional Board be provided with a report on proposed amendments to Policy No. 0340-70-31 – Investment Policy, specifically options for community building as part of PRRD investment strategies.

CARRIED.

VARY AGENDA:

VARY AGENDA

RD/20/08/20

MOVED Director Hiebert, SECONDED Director Zabinsky,
That the Regional Board vary the agenda to deal with Item 10.19 (Notice of Closed Session) at this time.

CARRIED.

10.19 NOTICE OF CLOSED SESSION

ADM-BRD-063

RD/20/08/21

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

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

Agenda Item 5.1 & 7.1 – Litigation, CC Section 90(1)(g)

Agenda Item 7.2 – Land Use, CC Section 90(2)(b)

Agenda Item 7.3 – Negotiations, CC Section 90(1)(i)(j) & (k)

CARRIED.

Recess

The Chair recessed the meeting to a Closed Session at 2:09 p.m.

Reconvene

The Chair reconvened the meeting at 3:56 p.m. Director Fraser was not present in the meeting.

REPORTS: (continued)

10.10 2020 PRE BUDGET APPROVAL – STUDENT/JUNIOR PLANNER POSITION

ADM-BRD-062

RD/20/08/22

MOVED Director Zabinsky, SECONDED Director Ackerman,
That the Regional Board authorize pre budget approval for 2021, in an amount not to exceed \$28,000, to extend the Student/Junior Planner position for a full nine-month term extending six months into 2021.

CARRIED.

Director Fraser entered the meeting at 3:59 p.m.

10.11 APPLICATION FOR NON-FARM USE WITHIN THE ALR, PRRD FILE NO. 20-010,
DS-BRD-040 ALC ID 61029

RD/20/08/23

MOVED Director Goodings, SECONDED Director Rose,
That the Regional Board authorize that the Agricultural Land Commission be informed that it has no comment on ALR Non-Farm Use application 20-010-ALRNFU (ALC ID 61029).

CARRIED.

10.12 APPLICATION FOR SUBDIVISION WITHIN THE ALR, PRRD FILE NO. 20-010-
DS-BRD-041 ALRSUB, ALC ID 60917

RD/20/08/24

MOVED Director Hiebert, SECONDED Director Goodings,
That the Regional Board support ALR Subdivision application 20-010-ALRSUB (ALC ID 60917), to subdivide the property identified as 014-459-833 into a 3.9 hectare homesite and a 60.9 hectare remainder, and authorize the application to proceed to the Agricultural Land Commission.

CARRIED.

10.13 APPLICATION FOR SUBDIVISION WITHIN THE ALR, PRRD FILE NO. 20-012-
DS-BRD-039 ALRSUB, ALC ID 61062

RD/20/08/25

MOVED Chair Sperling, SECONDED Director Goodings,
That the Regional Board support ALR Subdivision application 20-012-ALRSub (ALC ID 61062), to subdivide the property identified as PID 009-891-455 into one 1.8 hectare lot and one 58.5 hectare lot and authorize the application to proceed to the Agricultural Land Commission.

CARRIED.

REPORTS: (continued)

10.14
DS-BRD-045 TEMPORARY EXPANDED SERVICE AREA AUTHORIZATION – JACKFISH DUNDEE’S

RD/20/08/26

MOVED Director Fraser, SECONDED Director Rose,
That the Regional Board support the application for a Temporary Expanded Service Area for 1221916BC Ltd. – Licence No. 033874 (Jackfish Dundee’s) to serve alcohol on an approximately 12 foot by 30 foot area of their patio.

CARRIED.

10.15
DS-BRD-043 LIQUOR PRIMARY LICENCE APPLICATION FOR RNN SALES AND RENTAL

RD/20/08/27

MOVED Director Hiebert, SECONDED Director Goodings,
That the Regional Board defer the report titled “Liquor Primary Licence Application for RNN Sales and Rental – DS-BRD-043” to the next Board meeting.

CARRIED.

10.16
ADM-BRD-065 FESTIVAL PLAZA LAYDOWN YARD

RD/20/08/28

MOVED Director Zabinsky, SECONDED Director Rose,
That the Regional Board authorize the Festival Plaza Laydown Yard Licence to Occupy Agreement with the City of Fort St. John (FSJ), which permits the City of FSJ to utilize a portion of the North Peace Leisure Pool Parking lot for a temporary laydown yard for the construction of the festival plaza pavilion for a ten day period in September 2020; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement.

CARRIED.

10.17
CS-BRD-010 WEST PEACE FIRE SERVICES MUTUAL AID AGREEMENT

RD/20/08/29

MOVED Director Rose, SECONDED Director Courtoreille,
That the Regional Board authorize a fire service mutual aid agreement with the District of Chetwynd, the District of Hudson’s Hope and the Moberly Lake Volunteer Fire Department Society, for a period of five years from the date of execution; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

CARRIED.

REPORTS: (continued)

10.18 NORTH PEACE LEISURE POOL FACILITY REPLACEMENT STEERING COMMITTEE
CS-BRD-011 TERMS OF REFERENCE

RD/20/08/30

MOVED Director Zabinsky, SECONDED Director Heiberg,

That the Regional Board approve the “North Peace Leisure Pool Replacement Steering Committee Terms of Reference”, which establishes the term, purpose, goals, and required proceedings of the Steering Committee for the duration of the North Peace Leisure Pool replacement project, in principle; further,

that the approved Terms of Reference be sent to the District of Taylor and the City of Fort St. John for their consideration and approval; and further,

that should the District and the City approve the Terms of Reference, that they each be requested to appoint two members of their Council to the Steering Committee; and finally,

upon approval of the Steering Committee Terms of Reference by all participating local governments, that the Regional Board appoint the Area ‘B’ Director, the Alternate Area ‘B’ Director, the Area ‘C’ Director, and the Alternate Area ‘C’ Director to the North Peace Leisure Pool Replacement Steering Committee.

CARRIED.

OPPOSED: Director Goodings

BYLAWS:

11.1 ZONING AMENDMENT BYLAW NO. 2403, 2020, PRRD FILE NO. 20-002-ZN
DS-BRD-028

RD/20/08/31

MOVED Chair Sperling, SECONDED Director Rose,

That the Regional Board give Zoning Amendment Bylaw No. 2403, 2020, to rezone the property identified as PID 004-194-713 from R-4 (Residential 4 Zone) to C-2 (General Commercial Zone), first and second readings; further, that notification be issued for a public hearing, delegated to the Director of Electoral Area C.

CARRIED.

BYLAWS: (continued)

11.2 ZONING AMENDMENT BYLAW NO. 2355, 2020, PRRD FILE NO. 20-008-ZN

DS-BRD-042

RD/20/08/32

MOVED Chair Sperling, SECONDED Director Rose,

That the Regional Board give Zoning Amendment Bylaw No. 2355, 2020, to allow the property identified as PID 014-590-689 to have a minimum parcel size of 35 hectares, first and second readings; further, that the public hearing be waived pursuant to *Local Government Act* Section 464(2) and that public notification be authorized pursuant to *Local Government Act* Section 467.

CARRIED.

11.3 OFFICIAL COMMUNITY PLAN AND ZONING AMENDMENT BYLAW NO. 2400 AND 2401, 2020, PRRD FILE NO. 19-236

DS-BRD-044

RD/20/08/33

MOVED Director Hiebert, SECONDED Director Rose,

Whereas the Regional Board has considered the requirements of Section 475 of the *Local Government Act* and provided opportunity for early and ongoing consultation with those persons, organizations and authorities the Board considers will be affected as summarized in the report titled "OCP and Zoning Amendment Bylaw No. 2400 and 2401, 2020, PRRD File No. 19-236 – DS-BRD-044",

That Official Community Plan Amendment Bylaw No. 2400, 2020, to amend the designation of a ± 0.21 hectare portion of the property identified as 012-325-767 from Civic, Assembly and Institutional (CIVIC) to Light Industrial (LI), be read a first and second time.

CARRIED.

RD/20/08/34

MOVED Director Hiebert, SECONDED Director Rose,

That Zoning Amendment Bylaw No. 2401, 2020 to amend the rezoning of a ± 0.21 hectare portion of the property identified as 012-325-767 from Civic, Assembly, and Institutional Zone (P-2) to Light Industrial Zone (I-1), and to add a site specific text amendment to the I-1 (Light Industrial Zone) to allow a minimum parcel size of 0.6 hectare for the subject property to facilitate its subdivision into two I-1 (Light Industrial) lots sized 0.9 hectare and 0.6 hectare, be read a first and second time; further, that a public hearing, delegated to the Director of Electoral Area D, be scheduled.

CARRIED.

NEW BUSINESS:

13.1 GRANT REQUEST – NORTH ROLLA LUTHERAN CHURCH AND CEMETERY

Director Hiebert

RD/20/08/35

MOVED Director Hiebert, SECONDED Director Goodings,
That the Regional Board waive the Rural Budgets Administrative Committee
Funding Policies to allow for the approval of a grant in the amount of \$24,780,
payable from Electoral Area D Peace River Agreements, Spending Item #4 –
Assistance to Other Organizations, to be issued to North Rolla Lutheran
Church and Cemetery to replace the rock foundation of the church building.

CARRIED.

13.2 TUMBLER RIDGE MUSEUM FOUNDATION / TUMBLER RIDGE GLOBAL GEOPARK

Director Fraser

The Regional Board received an update from Director Fraser on the Tumbler
Ridge Museum Foundation (TRMF) and Tumbler Ridge Global Geopark
(TRGG). Director Fraser advised that the TRMF has a new Board, executive
director and paleontologist, and that the TRMF and TRGG held a joint meeting
to discuss a proposed amalgamation.

APPOINTMENTS:

14.1 ADDICTION RECOVERY COMMUNITY HOUSING BUILDING COMMITTEE

North Wind
Wellness Centre

RD/20/08/36

MOVED Director Hiebert, SECONDED Director Zabinsky,
That the Regional Board appoint Director Hiebert to the North Wind Wellness
Centre - Addiction Recovery Community Housing Building Committee.

CARRIED.

CONSENT CALENDAR:

CONSENT CALENDAR

RD/20/08/37

MOVED Director Ackerman, SECONDED Director Hiebert,
That the Regional Board receive the August 13, 2020 Consent Calendar.

CARRIED.

CONSENT CALENDAR: (continued)

15.18
BC Hydro

NORTH MONTNEY REGION ELECTRIFICATION

RD/20/08/38

MOVED Director Goodings, SECONDED Director Heiberg,

That the Regional Board authorize Director Goodings, Electoral Area 'B', to contact BC Hydro to request that the North Montney Region Electrification project be expanded to provide electrification for the residents of Pink Mountain.

CARRIED.

Director Bumstead left the meeting at 4:57 p.m.

NOTICE OF MOTION:

16.1
Director Ackerman

BOARD PROCEDURE BYLAW NO. 2200, 2015

The Regional Board was provided with Notice by Director Ackerman that a Motion would be brought forward at the September 10, 2020 meeting to recommend that Board Procedure Bylaw No. 2200, 2015 be amended to restrict delegations from providing presentations to the Board that were not included in the published agenda.

ADJOURNMENT:

ADJOURNMENT

The Chair adjourned the meeting at 4:59 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 August 13, 2020 in the Regional District Office Board Room, Dawson Creek, BC.

Brad Sperling, Chair

Tyra Henderson, Corporate Officer



PEACE RIVER REGIONAL DISTRICT

SPECIAL BOARD MEETING **MINUTES**

DATE: August 18, 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 Fraser, District of Taylor
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

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

Delegation

4.1 Beswick, Hildebrandt and Lund Chartered Professional Accountants (*via WebEx*)
Taylor Turkington

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

ADOPTION OF AGENDA:

ADOPTION OF AGENDA

SRD/20/08/01

MOVED Director Hiebert, SECONDED Director Michetti,
That the Regional Board adopt the PRRD Board agenda for the August 18,
2020 special meeting:

1. **Call to Order**
2. **Adoption of Agenda**
3. **Gallery Comments or Questions**
4. **Delegations**
 - 4.1 Beswick, Hildebrandt and Lund Chartered Professional Accountants – PRRD 2019 Financial Statements
5. **Reports**
 - 5.1 Establishing a Service Function – Regional Grant-in-Aid Contributions
 - 5.2 Economic Development Function Options
 - 5.3 Regional Grant-in-Aid – Function 275 and 280
 - 5.4 2019 Peace River Regional District Financial Statements
 - 5.5 2019 Statement of Financial Information
6. **Media Questions** (on agenda items and business discussed at the meeting)
7. **Adjournment**

CARRIED.

REPORTS:

**ESTABLISHING A SERVICE FUNCTION – REGIONAL GRANT-IN-AID
CONTRIBUTIONS**

5.1
FN-BRD-013

STARS – SHOCK TRAUMA AIRLIFT RESCUE SOCIETY (Recommendation No. 1)

SRD/20/08/02

MOVED Director Bertrand, SECONDED Director Zabinsky,
That the Regional Board consider STARS - Shock Trauma Airlift Rescue Society
for the establishment of an Air Ambulance service function in the region.

DEALT WITH BY THE FOLLOWING

REPORTS: (continued)

5.1 (continued) **ESTABLISHING A SERVICE FUNCTION – REGIONAL GRANT-IN-AID
CONTRIBUTIONS (continued)**

SRD/20/08/03

MOVED Director Rose, SECONDED Director Fraser,

That the Regional Board table consideration of Resolution No. SRD/20/08/02 which states:

“That the Regional Board consider STARS - Shock Trauma Airlift Rescue Society for the establishment of an Air Ambulance service function in the region.”

and the report titled “Establishing a Service Function – Regional Grant-in-Aid Contributions – FN-BRD-013” until the Board has considered Items 5.2 (Economic Development Function Options) and 5.3 (Regional Grant-in-Aid – Function 275 and 280).

CARRIED.

5.2 **ECONOMIC DEVELOPMENT FUNCTION OPTIONS**
ADM-BRD-067

SRD/20/08/04

MOVED Director Heiberg, SECONDED Director Fraser,

That the Regional Board receive the report titled “Economic Development Function Options - ADM-BRD-067”, which provides the Board with options to consider for the continuation of Function 140 – Economic Development, for discussion.

CARRIED.

Directors Bertrand and Fraser left the meeting at 10:43 a.m.

SRD/20/08/05

MOVED Director Ackerman, SECONDED Director Bumstead,

That the Regional Board authorize the submission of a funding application to Northern Development Initiative Trust’s Economic Development Capacity Building program to retain a consultant to assist in developing an economic development function for the PRRD.

CARRIED.

OPPOSED: Directors Goodings and Rose

Recess The Chair recessed the meeting at 10:57 a.m.

Reconvene The Chair reconvened the meeting at 11:14 a.m.

Directors Bertrand and Fraser entered the meeting at 11:16 a.m.

REPORTS: (continued)

5.2 (continued)

ECONOMIC DEVELOPMENT FUNCTION OPTIONS (continued)

SRD/20/08/06

MOVED Director Ackerman, SECONDED Director Michetti,

That the Regional Board consider Alternate Options 1-4 in the report titled "Economic Development Function Options – ADM-BRD-067" during its deliberations with a consultant on the development of an economic development function for the PRRD.

CARRIED.

5.3

ADM-BRD-068

REGIONAL GRANT-IN-AID – FUNCTION 275 AND 280

SRD/20/08/07

MOVED Director Bumstead, SECONDED Director Heiberg,

That the Regional Board receive the report titled "Regional Grant-in-Aid Function 275 and 280 – ADM-BRD-068", which provides the Board with options to consider for the continuation of Function 275 and 280 Regional Grant-in-Aid, for discussion.

CARRIED.

SRD/20/08/08

MOVED Director Bumstead, SECONDED Director Rose,

That the Regional Board be provided with a report on the anticipated 2020 surplus balance of Function 275 – Grants to Community Organizations, and the potential to use the surplus to fund Regional Grants-in-Aid and Economic Development projects in the 2021 budget year, as the Board determines a path forward for economic development and grants to community organizations.

CARRIED.

SRD/20/08/09

MOVED Director Ackerman, SECONDED Director Courtoreille,

That the Regional Board authorize that Recreation and Cultural Facilities Grants-in-Aid Conversion Bylaw No. 669, 1990 be amended to allow Electoral Area Directors to provide funding to organizations that operate or provide services within their jurisdictions.

CARRIED.

REPORTS: (continued)

**ESTABLISHING A SERVICE FUNCTION – REGIONAL GRANT-IN-AID
CONTRIBUTIONS**

5.1
FN-BRD-013

STARS – SHOCK TRAUMA AIRLIFT RESCUE SOCIETY (Recommendation No. 1)

SRD/20/08/10

MOVED Director Goodings, SECONDED Director Bertrand,

That the Regional Board lift Resolution No. SRD/20/08/02 which states:

“That the Regional Board consider STARS - Shock Trauma Airlift Rescue Society for the establishment of an Air Ambulance service function in the region.”

and the report titled “Establishing a Service Function – Regional Grant-in-Aid Contributions – FN-BRD-013” from the table.

CARRIED.

SRD/20/08/11

MOVED Director Ackerman, SECONDED Director Bumstead,

That the Regional Board defer consideration of Resolution No. SRD/20/08/02 which states:

“That the Regional Board consider STARS - Shock Trauma Airlift Rescue Society for the establishment of an Air Ambulance service function in the region.”

and the report titled “Establishing a Service Function – Regional Grant-in-Aid Contributions – FN-BRD-013” until the Board has been provided with a report on the anticipated 2020 surplus balance of Function 275 – Grants to Community Organizations, and the potential to use the surplus to fund Regional Grants-in-Aid and Economic Development projects in the 2021 budget year, as the Board determines a path forward for economic development and grants to community organizations.

CARRIED.

Recess

The Chair recessed the meeting to luncheon and a Special Regional Hospital Board meeting at 11:40 a.m.

Reconvene

The Chair reconvened the meeting at 1:28 p.m.

DELEGATIONS:

4.1

Beswick,
Hildebrandt & Lund
Chartered
Professional
Accountants –Taylor
Turkington

PRRD 2019 FINANCIAL STATEMENTS

The Regional Board was provided with an overview of the PRRD 2019 Financial Statements from Beswick, Hildebrandt and Lund Chartered Professional Accountants. A discussion ensued on the definition of 'material misstatement', levels of risk, internal controls, and financial policies of the PRRD.

REPORTS:

5.4

FN-BRD-011

2019 PRRD FINANCIAL STATEMENTS

SRD/20/08/12

MOVED Director Fraser, SECONDED Director Ackerman,
That the Regional Board accept the Draft Peace River Regional District 2019 Financial Statements effective August 18, 2020.

CARRIED.

SRD/20/08/13

MOVED Director Fraser, SECONDED Director Bertrand,
That the Regional Board approve the Draft Financial Statements as presented as the final Financial Statements for the year ended December 31, 2019, effective August 18, 2020, and authorize the Chair and the Chief Financial Officer to sign the Peace River Regional District 2019 Financial Statements.

CARRIED.

REPORTS: (continued)

5.5

FN-BRD-012

2019 STATEMENT OF FINANCIAL INFORMATION

SRD/20/08/14

MOVED Director Hiebert, SECONDED Director Bumstead,
That the Regional Board receive the Statement of Financial Information
package for 2019; further, that the Chair be authorized to sign the statements
as presented.

CARRIED.

ADJOURNMENT:

ADJOURNMENT

The Chair adjourned the meeting at 2:03 p.m.

CERTIFIED a true and correct copy of the Minutes of the Regional Board of the Peace River Regional District from a Special meeting held on August 18, 2020 in the Regional District Office Board Room, Dawson Creek, BC.

Brad Sperling, Chair

Tyra Henderson, Corporate Officer

BRITISH
COLUMBIA

Treaty Land Entitlement: Additions to Reserve Update from the Federal Government

Presentation to: Peace River Regional District

September 10, 2020

Introduction



- Dale Morgan, Regional Executive Director, North Area Ministry of Indigenous Relations and Reconciliation, Province of British Columbia
- Anne Seymour, A/Project Manager for Additions to Reserves Unit, Indigenous Services Canada
- Marnie Munro, Legal Counsel, Department of Justice Canada

Objective

- Provide an opportunity for the Board to hear an update regarding Treaty Land Entitlement
- Provide experts from the Federal Government to answer questions regarding Additions to Reserves



Community update

Presentation to Peace River Regional District Board
10.09.2020

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Agenda

1. Our company
2. Our operations
3. Innovation and Environmental, Social and Governance (ESG)
4. Contributing to the community and northeast B.C.
5. Working together for economic recovery
6. Questions



3

PETRONAS: Passionate about Progress

“A progressive energy and solutions partner enriching lives for a sustainable future.”

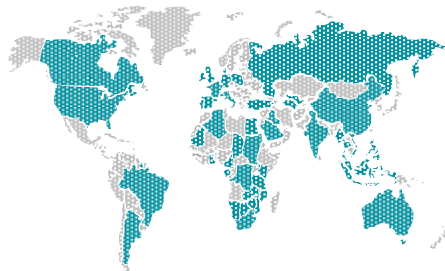
Presence in countries

65



Number of employees

49,000



Years in Business

45

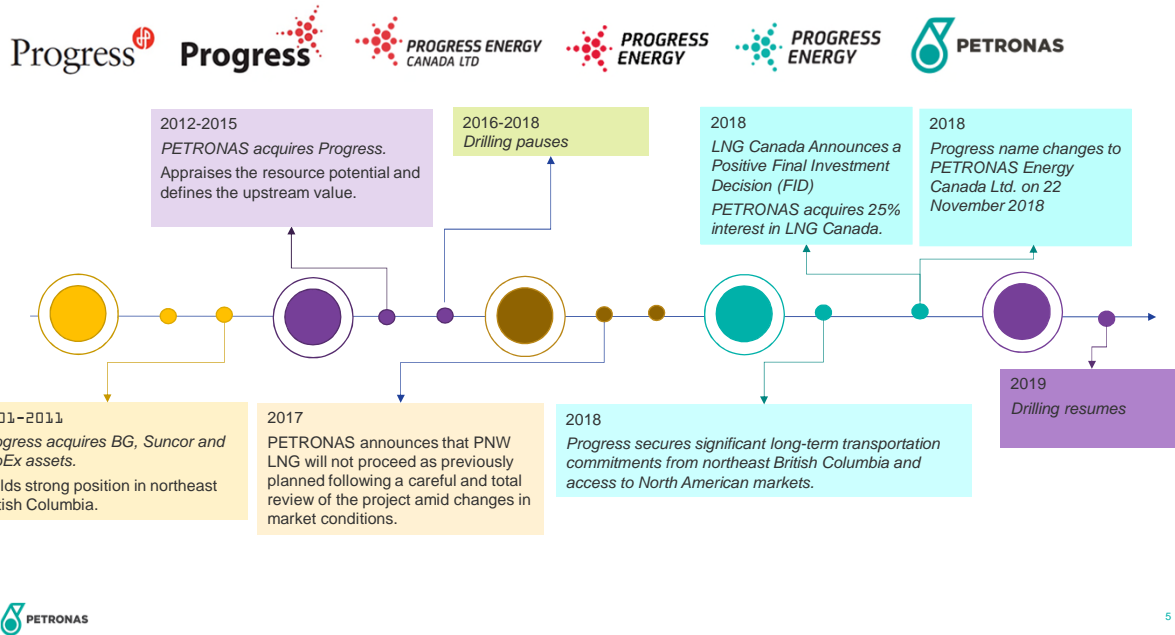


Worldwide Operations

- Exploration & Production ventures in more than 20 countries
- LNG in UK, Egypt, Australia, Malaysia and Canada
- Refineries and petroleum product retail leader in Malaysia and South Africa

4

Our history and key milestones



Our guiding compass

Safety, culture, trust and efficiency are foundational to how we work



PETRONAS Statement of Purpose

*A progressive energy and solutions partner
enriching lives for a sustainable future*

OUR SHARED VALUES

Cohesiveness
Loyalty
Professionalism
Integrity

OUR CULTURAL BELIEFS

- Results Matter
- Own It!
- Focus Execution
- Tell Me
- Nurture Trust
- Shared Success

OUR CANADA PURPOSE

Provide clean energy to the world

- Developing unconventional resources is our core business
- Ensuring people go home safely is paramount
- Being financially responsible and resilient is how we stay in business
- Performing with excellence is what we do
- Being a trusted employer and partner is critical to who we are
- Respecting the environment is integral to all we do

OUR CANADA SPIRIT

We have the courage to do things differently, the ability to take a long-term view, and the will to do the right thing.

We are ambitious in our thinking, have a thirst for learning and the drive to innovate.

We are inclusive, balanced and respectful



PETRONAS' Canadian development strategy

880,000+ acres | 60+ tcf reserves | 400 employees

Our long-term development plan:

- A slow and steady increase in activity
- Underpins LNG Canada for 40 years
- 20-year North Montney Mainline Extension commitment to access North American markets
- Focus on relationships and sustainability including:
 - Indigenous and local business opportunities and skill development
 - Reclamation through area-based planning
 - Emission reduction through innovation



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Innovation and ESG

Innovation

- Worldwide research
- Use of technology to enhance our operations

Reducing emissions

- Solar energy in the field
 - Reduces our annual emissions by about 45,000 tonnes
- Co-generation at our newest and largest plant
 - Represents an emissions reduction of approx. 30% over our typical plant design

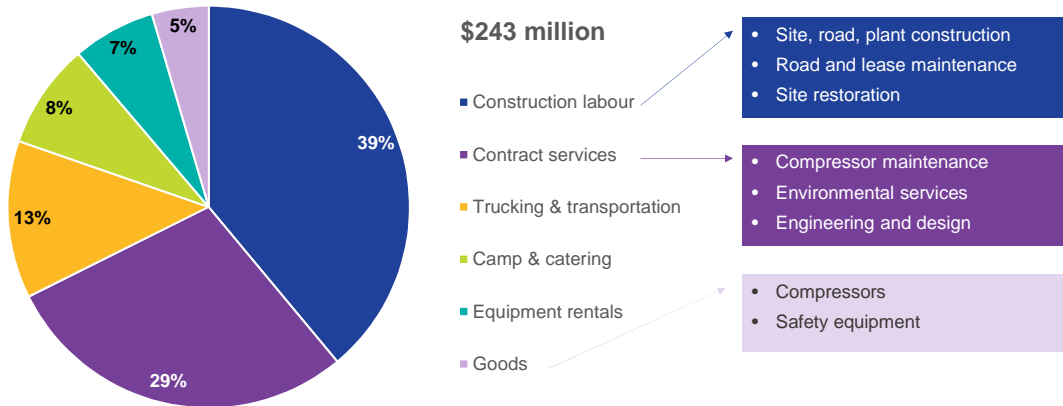
Water recycling

- Current recycling rate is 89.9% YTD in 2020
- Continuously pursuing opportunities to reduce water use through use of storage, pipelines and sharing produced water with other operators



PETRONAS Canada's standard wellsite design incorporates solar-powered pneumatics and controllers

Supporting companies in northeast B.C.



Capex, opex and G&A spend on contractors, suppliers and service providers over 12 months ending July 31, 2020



9

2020 community investment

Focus remains on our three giving pillars:

- Capacity building
- Community healthy and safety
- Environmental innovation

And, balancing our investments between Calgary and FSJ/surrounding communities.

Our response to COVID-19:

- Support immediate medical needs
- Enabling communities to focus on staying home and staying healthy
- Supporting mental health



Working together for economic recovery

B.C. competitiveness

- Abundant natural gas resource
- Opportunities to be global leader in clean growth and global emissions reductions
- Skilled labour force
- Continued opportunities for indigenous reconciliation and long term relationships
- Broad community support
- Regulatory and government stability
- Proximity to Asian LNG Market



Challenges and opportunities:

- No protection for trade-exposed industries
- Lack of carbon offset market
- Onerous regulatory approval process for major projects and pipelines with uncertain requirements and timelines
- Need for acceleration of reconciliation efforts
- Need for competitive rates to support industrial electrification in our area
- Need for more innovation funding to support rapid adoption of new technology



11

Thank you for your passion!





Peace River Regional District
Via Email prrd.dc@prrd.bc.ca

Re: Oil and Gas Site Nomination for BC Dormant Site Reclamation Program

Dear Peace River Regional District Board of Directors:

Canadian Natural is proud to be a long-standing oil and natural gas producer in the Peace River Regional District. We appreciate the opportunity to develop natural resources in the Regional District in a responsible manner while creating significant value for local communities in the form of jobs and property taxes.

Part of responsible resource management includes well abandonment and site reclamation. In light of the current economic downturn, the Federal Government has provided the Province of British Columbia with \$100 million in funding to create jobs for the local service sector by abandoning and reclaiming dormant wells. For the second phase of funding, the BC Government has asked Indigenous communities, landowners, and local governments to nominate wells for funding. Sites nominated for funding will be prioritized by the BC Government, although nomination does not guarantee funding.

The first phase of funding was significantly oversubscribed by industry, with the majority of dormant wells not receiving any funding. **In order to maximize funding in the Peace River Regional District, Canadian Natural is requesting that the District nominate the attached list of Canadian Natural dormant wells for funding.**

By nominating Canadian Natural wells, the Regional District will be helping create more jobs while also abandoning and reclaiming a high number of wells within the allocated funding. Canadian Natural is committed to matching government funding dollar for dollar, doubling the potential total spend on abandonment and reclamation.

Canadian Natural utilizes Area Based Closure (ABC) programs to ensure every dollar is used effectively and efficiently, increasing job creation and the number of wells closed. These ABC programs ensure that wells are abandoned and reclaimed in a manner that addresses wells within a program area, as opposed to inefficiently abandoning and reclaiming wells in a scattershot manner across a large number of geographic areas. In addition, we are committed to prioritizing wells in environmentally or culturally sensitive areas as well as using local contractors to maximize local job creation.

Appended to this letter is a list of wells in the Peace River Regional District that Canadian Natural is recommending for nomination. The deadline to nominate sites is

Canadian Natural Resources Limited

Suite 2100, 855 - 2nd Street SW, Calgary, Alberta, T2P 4J8 T 403.517.6700 F 403.514.7677 www.cnrl.com



Canadian Natural

September 30, 2020. We would be happy to work with the Regional District Administration to manage the nomination process in the simplest manner possible. The nomination website can be found at <https://bcogc.maps.arcgis.com/apps/CrowdsourcePolling/index.html?appid=dd1a453ba9b24a3ea2aebbb5c6451da7>.

Thank you for your consideration of this request. Please contact me via email at Bill.Peterson@cnrl.com or by phone at (403) 517-6761 if you have any questions or you would like to discuss further.

Sincerely,

Bill Peterson
Senior Vice President, Development Operations
Canadian Natural Resources Ltd.

WA Number	Well Name	Field	Work to be done	Environmental Consideration
20704	CNRL ADSETT A- 097-K/094-G-15	ADSETT	NEW	
23275	CNRL HUSKY BOUGIE A- 081-K/094-G-15	ADSETT	NEW	
7935	CNRL ATTACHIE 15-17-084-22	ATTACHIE	RECL	Yes
145	CNRL ET AL LAGARDE 07-21-087-15	BC CORE ACTIVE	RECL	
3928	CNRL ET AL W EAGLE 06-10-085-18	BC CORE ACTIVE	RECL	Yes
4055	CNRL ET AL OAK 16-12-086-18	BC CORE ACTIVE	RECL	Yes
4402	CNRL ET AL PLUTO 10-14-086-17	BC CORE ACTIVE	RECL	Yes
5034	CNRL ET AL BUICK A- 007-E/094-A-14	BC CORE ACTIVE	RECL2	
5037	CNRL N RED 11-07-086-21	BC CORE ACTIVE	RECL	Yes
5056	CNRL ET AL W STODDART 11-17-086-20	BC CORE ACTIVE	RECL	Yes
5603	CNRL ET AL FLATROCK 15-30-084-16	BC CORE ACTIVE	RECL	Yes
5664	CNRL SQUIRREL 10-19-087-19	BC CORE ACTIVE	RECL	Yes
8007	CNRL CURRANT C- 029-C/094-A-16	BC CORE ACTIVE	RECL2	Yes
8309	CNRL RIGEL A11-16-088-16	BC CORE ACTIVE	ABN	
9365	CNRL ET AL BUICK A- 075-A/094-A-14	BC CORE ACTIVE	RECL2	
10574	CNRL HZ W STODDART 16-19-087-21	BC CORE ACTIVE	RECL	Yes
10647	CNRL CECIL 05-29-084-17	BC CORE ACTIVE	RECL	Yes
10732	CNRL ET AL N BOUNDARY 13-03-087-14	BC CORE ACTIVE	RECL2	
10851	CNRL E RIGEL 09-11-088-16	BC CORE ACTIVE	ABN	Yes
11832	CNRL RING B- 033-L/094-H-16	BC CORE ACTIVE	RECL2	Yes
11894	CNRL ET AL INGA C- 055-F/094-A-13	BC CORE ACTIVE	RECL2	
12407	CNRL NIG B- 025-E/094-H-03	BC CORE ACTIVE	RECL2	
12851	CNRL BUICK D- 046-L/094-A-10	BC CORE ACTIVE	RECL2	
12969	CNRL BUICK 12-12-088-20	BC CORE ACTIVE	RECL2	
13692	CNRL LAGARDE 08-05-088-15	BC CORE ACTIVE	RECL	Yes
16290	CNRL ET AL UMBACH A- 058-F/094-H-03	BC CORE ACTIVE	RECL2	
2762	CNRL ET AL INGA 14-20-086-23	BC INACTIVE	RECL2	
8109	CNRL DEVON ELM C- 013-F/094-H-07	BC INACTIVE	RECL2	Yes
8948	CNRL BERNADET 04-05-088-24	BC INACTIVE	RECL	Yes
12771	CNRL HZ BUICK A16-14-088-20	BC NORTH NON CORE	ABN	Yes
5011	CNRL W GUNDY A- 034-B/094-B-16	BEG MAIN	RECL	Yes
10536	CNRL ET AL HZ N BUBBLES A-A077-F/094-G-08	BEG NORTH	ABN/WER	Yes
21660	CNRL N JULIENNE D- 024-H/094-G-02	BEG NORTH	RECL2	
21664	CNRL N JULIENNE C- 083-H/094-G-02	BEG NORTH	RECL2	
7920	CNRL ET AL DAIBER C- 065-D/094-B-16	BEG WEST	RECL2	
3348	CNRL N BUICK B- 066-F/094-A-14	BIRCH GAS	RECL2	
3756	CNRL N BUICK B-A048-F/094-A-14	BIRCH GAS	RECL2	
3942	CNRL CRESTAR W BUICK B- 094-E/094-A-14	BIRCH GAS	RECL2	
4435	CNRL W BUICK D- 037-E/094-A-14	BIRCH GAS	RECL2	
4941	CNRL ET AL BIRCH D- 075-I/094-A-13	BIRCH GAS	RECL2	
5459	CNRL ET AL BIRCH D- 053-I/094-A-13	BIRCH GAS	RECL2	
8045	CNRL BIRCH B- 007-I/094-A-13	BIRCH GAS	RECL2	
14135	CNRL NORTHSTAR HZ W BUICK D- 050-E/094-A-14	BIRCH GAS	RECL2	
4288	CNRL BIRCH D- 017-J/094-A-13	BIRCH OIL	RECL2	
5907	CNRL ET AL BIRCH D- 087-H/094-A-13	BIRCH OIL	RECL2	
6136	CNRL BIRCH D- 031-J/094-A-13	BIRCH OIL	RECL2	
8155	CNRL ET AL BIRCH B- 091-I/094-A-13	BIRCH OIL	RECL2	
3545	CNRL GUNDY C- 076-A/094-B-16	BLUEBERRY	RECL2	
13073	CNRL HZ BLUEBERRY B- 091-L/094-A-12	BLUEBERRY	RECL2	
1106	CNRL ET AL BERNADET 08-01-088-25	BLUEBERRY WEST	RECL2	
15007	CNRL W BLUEBERRY A- 018-L/094-A-12	BLUEBERRY WEST	RECL2	
22885	CNRL W BLUEBERRY B- 037-L/094-A-12	BLUEBERRY WEST	RECL	
8776	CNRL ET AL BOUNDARY 08-36-084-15	BOUNDARY BC FT ST JOHN MI	RECL	Yes
2160	CNRL PROPHET C- 097-D/094-G-15	BUCKINGHORSE	ABN	Yes
4825	CNRL BUCKINGHORSE A- 025-I/094-G-07	BUCKINGHORSE	ABN/RECL/W	Yes
5498	CNRL ET AL MEDANA A- 049-L/094-G-08	BUCKINGHORSE	ABN	Yes

WA Number	Well Name	Field	Work to be done	Environmental Consideration
5507	CNRL ET AL MEDANA C- 018-D/094-G-09	BUCKINGHORSE	ABN	Yes
7351	CNRL BUCKINGHORSE C- 045-I/094-G-07	BUCKINGHORSE	ABN/RECL	Yes
8545	CNRL ET AL TOMMY A- 089-L/094-H-12	BUCKINGHORSE	NEW	
9493	CNRL MEDANA D- 027-H/094-G-10	BUCKINGHORSE	BN/RECL/W	Yes
9647	CNRL CONROY A- 070-G/094-H-12	BUCKINGHORSE	NEW	
12025	CNRL MEDANA C- 036-H/094-G-10	BUCKINGHORSE	BN/RECL/W	Yes
12427	CNRL HZ GREEN D- 044-A/094-G-10	BUCKINGHORSE	BN/RECL/W	Yes
12452	CNRL HZ GREEN C-A055-A/094-G-10	BUCKINGHORSE	WER	Yes
12729	CNRL GREEN A- 058-A/094-G-10	BUCKINGHORSE	ABN	Yes
12731	CNRL ET AL HZ GREEN C- 013-A/094-G-10	BUCKINGHORSE	BN/RECL/W	Yes
12959	CNRL JEDNEY A- 057-K/094-G-08	BUCKINGHORSE	RECL	
14611	CNRL GREEN C- 071-I/094-G-07	BUCKINGHORSE	ABN	Yes
14951	CNRL GREEN B- 055-I/094-G-07	BUCKINGHORSE	ABN	Yes
15806	CNRL GREEN B-A055-I/094-G-07	BUCKINGHORSE	NEW	
15842	CNRL BUBBLES C- 052-B/094-G-08	BUCKINGHORSE	WER	Yes
16369	CNRL ET AL GREEN A-A085-A/094-G-10	BUCKINGHORSE	BN/RECL/W	Yes
19313	CNRL ET AL HZ GREEN D- 055-A/094-G-10	BUCKINGHORSE	RECL	Yes
19314	CNRL GREEN D-A055-A/094-G-10	BUCKINGHORSE	BN/RECL/W	Yes
20537	CNRL GREEN D- 097-A/094-G-10	BUCKINGHORSE	NEW	
20743	CNRL GREEN C- 077-A/094-G-10	BUCKINGHORSE	BN/RECL/W	Yes
22419	CNRL GREEN B-B075-I/094-G-07	BUCKINGHORSE	ABN/RECL	Yes
22479	CNRL GREEN C-A036-I/094-G-07	BUCKINGHORSE	BN/RECL/W	Yes
23376	CNRL ET AL GREEN C- 033-A/094-G-10	BUCKINGHORSE	RECL/WER	Yes
23421	CNRL HZ GREEN C- 006-A/094-G-10	BUCKINGHORSE	RECL/WER	Yes
23719	CNRL HZ GREEN B-C075-I/094-G-07	BUCKINGHORSE	ABN	Yes
24652	CNRL GREEN B-B055-I/094-G-07	BUCKINGHORSE	ABN	Yes
31176	CNRL HZ GREEN D- 022-A/094-G-10	BUCKINGHORSE	BN/RECL/W	Yes
65	CNRL BUICK C- 010-A/094-A-14	BUICK MAIN	NEW	
1336	CNRL BUICK C- 034-A/094-A-14	BUICK MAIN	NEW	
1346	CNRL BUICK D- 093-A/094-A-14	BUICK MAIN	ABN	Yes
3177	CNRL ET AL BUICK A- 083-B/094-A-14	BUICK MAIN	ABN	Yes
3720	CNRL BUICK C- 012-G/094-A-14	BUICK MAIN	WER	
3801	CNRL BUICK C- 014-H/094-A-14	BUICK MAIN	ABN	Yes
3849	CNRL BUICK B- 004-H/094-A-14	BUICK MAIN	ABN/RECL	Yes
3927	CNRL BUICK C- 034-G/094-A-14	BUICK MAIN	NEW	
3957	CNRL ET AL BUICK C- 032-B/094-A-14	BUICK MAIN	NEW	
4033	CNRL BUICK B- 086-A/094-A-14	BUICK MAIN	ABN	Yes
4047	CNRL ET AL BUICK D- 071-B/094-A-14	BUICK MAIN	ABN	Yes
4123	CNRL BUICK B- 008-H/094-A-14	BUICK MAIN	ABN/RECL	Yes
4192	CNRL W BUICK D- 037-C/094-A-14	BUICK MAIN	NEW	
4349	CNRL BUICK D- 033-H/094-A-14	BUICK MAIN	NEW	
4421	CNRL BUICK A- 029-H/094-A-14	BUICK MAIN	WER	Yes
4527	CNRL BUICK B- 050-H/094-A-14	BUICK MAIN	NEW	
4551	CNRL BUICK B- 048-H/094-A-14	BUICK MAIN	ABN	Yes
4587	CNRL ET AL BUICK D- 013-H/094-A-14	BUICK MAIN	ABN	Yes
4641	CNRL BUICK B- 010-H/094-A-14	BUICK MAIN	ABN/RECL	Yes
5275	CNRL BUICK B- 068-H/094-A-14	BUICK MAIN	ABN/RECL	Yes
6659	CNRL BUICK D- 017-H/094-A-14	BUICK MAIN	BN/RECL/W	Yes
8181	CNRL BUICK C- 088-A/094-A-14	BUICK MAIN	ABN	
8718	CNRL ET AL HZ W BUICK D- 048-C/094-A-14	BUICK MAIN	ABN	Yes
9366	CNRL ET AL BUICK D- 007-H/094-A-14	BUICK MAIN	ABN	Yes
9697	CNRL BUICK D- 100-H/094-A-14	BUICK MAIN	BN/RECL/W	Yes
10421	CNRL ET AL HZ BUICK B- 075-I/094-A-11	BUICK MAIN	ABN	Yes
10592	CNRL BUICK A- 086-D/094-A-15	BUICK MAIN	ABN	Yes
12404	CNRL BUICK 10-20-088-19	BUICK MAIN	NEW	
12621	CNRL BUICK A- 030-H/094-A-14	BUICK MAIN	NEW	

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12741	CNRL HZ BUICK D- 057-H/094-A-14	BUICK MAIN	ABN	Yes
13993	CNRL HZ W BUICK D- 003-E/094-A-14	BUICK MAIN	ABN	Yes
14947	CNRL BUICK C- 018-H/094-A-14	BUICK MAIN	WER	
15114	CNRL ET AL BUICK N B- 055-J/094-A-14	BUICK MAIN	RECL2	
15470	CNRL BUICK C- 098-B/094-A-14	BUICK MAIN	NEW	
15974	CNRL W BUICK D-A017-C/094-A-14	BUICK MAIN	NEW	
16138	CNRL BUICK A-A029-H/094-A-14	BUICK MAIN	ABN	Yes
18513	CNRL BUICK C- 025-G/094-A-14	BUICK MAIN	NEW	
19797	CNRL BUICK 16-25-088-20	BUICK MAIN	NEW	
20571	CNRL BUICK A- 089-H/094-A-14	BUICK MAIN	NEW	Yes
20651	CNRL BUICK B- 011-J/094-A-14	BUICK MAIN	NEW	Yes
20851	CNRL BUICK A- 082-G/094-A-14	BUICK MAIN	NEW	Yes
45	CNRL BUICK D- 098-I/094-A-11	BUICK SOUTH	ABN	Yes
96	CNRL BUICK D- 083-J/094-A-11	BUICK SOUTH	ABN	Yes
295	CNRL BUICK A- 031-A/094-A-14	BUICK SOUTH	ABN	Yes
728	CNRL BUICK D- 093-J/094-A-11	BUICK SOUTH	ABN	Yes
787	CNRL BUICK D- 096-I/094-A-11	BUICK SOUTH	ABN	
1087	CNRL BUICK C- 080-D/094-A-15	BUICK SOUTH	ABN	Yes
1088	CNRL BUICK C- 098-L/094-A-10	BUICK SOUTH	NEW	
1185	CNRL BUICK C- 018-D/094-A-15	BUICK SOUTH	ABN	Yes
1286	CNRL ET AL BUICK D- 017-D/094-A-15	BUICK SOUTH	ABN	Yes
1303	CNRL BUICK B- 062-A/094-A-14	BUICK SOUTH	ABN	Yes
1500	CNRL BUICK C- 032-A/094-A-14	BUICK SOUTH	NEW	
1508	CNRL BUICK B-A046-A/094-A-14	BUICK SOUTH	RECL	
2693	CNRL ET AL BUICK C- 094-I/094-A-11	BUICK SOUTH	ABN	
2785	CNRL ET AL BUICK A- 065-I/094-A-11	BUICK SOUTH	ABN	Yes
2794	CNRL ET AL BUICK B- 022-I/094-A-11	BUICK SOUTH	ABN	Yes
2863	CNRL ET AL BUICK C- 032-I/094-A-11	BUICK SOUTH	ABN	Yes
3165	CNRL ET AL BUICK A- 029-L/094-A-10	BUICK SOUTH	ABN	Yes
3212	CNRL ET AL BUICK D- 093-B/094-A-14	BUICK SOUTH	NEW	
3255	CNRL BUICK D- 037-D/094-A-15	BUICK SOUTH	NEW	
3265	CNRL ET AL BUICK 12-34-088-19	BUICK SOUTH	ABN	Yes
3273	CNRL ET AL BUICK B- 044-J/094-A-11	BUICK SOUTH	NEW	
3366	CNRL ET AL BUICK D- 039-L/094-A-10	BUICK SOUTH	ABN	Yes
3533	CNRL ET AL BUICK C- 034-I/094-A-11	BUICK SOUTH	ABN	
3561	CNRL ET AL RIGEL B- 088-K/094-A-10	BUICK SOUTH	ABN	Yes
3580	CNRL ET AL RIGEL A- 009-C/094-A-15	BUICK SOUTH	ABN	Yes
3635	CNRL BUICK B- 026-I/094-A-11	BUICK SOUTH	ABN	Yes
3641	CNRL ET AL BUICK D- 053-D/094-A-15	BUICK SOUTH	ABN	Yes
3662	CNRL ET AL BUICK C- 032-D/094-A-15	BUICK SOUTH	ABN	Yes
3838	CNRL BUICK A- 067-I/094-A-11	BUICK SOUTH	ABN	Yes
3881	CNRL CRESTAR W BUICK C- 074-E/094-A-14	BUICK SOUTH	NEW	
3973	CNRL BUICK D-A057-I/094-A-11	BUICK SOUTH	NEW	
3992	CNRL BUICK D- 068-I/094-A-11	BUICK SOUTH	ABN	Yes
3996	CNRL BUICK D- 058-I/094-A-11	BUICK SOUTH	NEW	Yes
4065	CNRL BUICK D- 059-I/094-A-11	BUICK SOUTH	ABN/RECL	Yes
4070	CNRL RIGEL B- 002-D/094-A-15	BUICK SOUTH	ABN	Yes
4073	CNRL BUICK B- 044-D/094-A-15	BUICK SOUTH	ABN	Yes
4132	CNRL ET AL BUICK D- 033-J/094-A-11	BUICK SOUTH	NEW	
4172	CNRL ET AL BUICK D- 046-I/094-A-11	BUICK SOUTH	NEW	
4507	CNRL ET AL RIGEL B- 044-L/094-A-10	BUICK SOUTH	NEW	
4518	CNRL RIGEL D- 015-C/094-A-15	BUICK SOUTH	NEW	
4622	CNRL ET AL BUICK A- 045-I/094-A-11	BUICK SOUTH	NEW	
4774	CNRL BUICK 11-16-088-19	BUICK SOUTH	ABN	
5103	CNRL ET AL RIGEL C- 016-C/094-A-15	BUICK SOUTH	NEW	
5406	CNRL ET AL RIGEL A- 063-L/094-A-10	BUICK SOUTH	ABN/RECL	Yes

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5786	CNRL ET AL BUICK B- 044-I/094-A-11	BUICK SOUTH	NEW	
5858	CNRL BUICK B- 056-I/094-A-11	BUICK SOUTH	ABN/RECL	Yes
6107	CNRL BUICK B- 066-I/094-A-11	BUICK SOUTH	ABN	Yes
6519	CNRL BUICK A- 068-I/094-A-11	BUICK SOUTH	ABN/RECL	Yes
6528	CNRL BUICK B- 067-I/094-A-11	BUICK SOUTH	ABN/RECL	Yes
6529	CNRL BUICK C- 057-I/094-A-11	BUICK SOUTH	NEW	Yes
6530	CNRL BUICK D-A058-I/094-A-11	BUICK SOUTH	ABN	Yes
6872	CNRL BUICK B- 077-I/094-A-11	BUICK SOUTH	ABN	Yes
7126	CNRL ET AL BUICK D- 093-I/094-A-11	BUICK SOUTH	NEW	
7144	CNRL ET AL BUICK D- 053-I/094-A-11	BUICK SOUTH	ABN/RECL	Yes
7200	CNRL BUICK D- 086-I/094-A-11	BUICK SOUTH	ABN	
7472	CNRL BUICK A- 026-A/094-A-14	BUICK SOUTH	ABN	
7479	CNRL BUICK 09-34-088-20	BUICK SOUTH	NEW	
7520	CNRL ET AL BUICK D-A096-I/094-A-11	BUICK SOUTH	ABN	
7538	CNRL BUICK D- 006-A/094-A-14	BUICK SOUTH	ABN/RECL	Yes
7623	CNRL BUICK D- 076-I/094-A-11	BUICK SOUTH	ABN	Yes
7679	CNRL BUICK D- 035-A/094-A-14	BUICK SOUTH	NEW	
7686	CNRL ET AL BUICK D- 058-A/094-A-14	BUICK SOUTH	NEW	
7950	CNRL BUICK D-B096-I/094-A-11	BUICK SOUTH	ABN	
8732	CNRL ET AL BUICK 07-31-088-19	BUICK SOUTH	ABN/RECL	Yes
8997	CNRL ET AL HZ BUICK D- 095-I/094-A-11	BUICK SOUTH	RECL	
9145	CNRL BUICK A- 098-D/094-A-15	BUICK SOUTH	NEW	Yes
9203	CNRL ET AL BUICK D- 025-A/094-A-14	BUICK SOUTH	ABN	Yes
9204	CNRL ET AL BUICK C- 045-A/094-A-14	BUICK SOUTH	ABN	Yes
9319	CNRL HZ BUICK 11-34-088-20	BUICK SOUTH	ABN	Yes
9391	CNRL ET AL HZ BUICK D- 015-A/094-A-14	BUICK SOUTH	RECL2	
9400	CNRL BUICK D- 023-I/094-A-11	BUICK SOUTH	ABN	Yes
9411	CNRL ET AL HZ BUICK A- 006-A/094-A-14	BUICK SOUTH	RECL	
9412	CNRL HZ BUICK C- 028-I/094-A-11	BUICK SOUTH	ABN	Yes
9413	CNRL ET AL HZ BUICK A- 096-I/094-A-11	BUICK SOUTH	RECL	Yes
9441	CNRL ET AL HZ BUICK C-A006-A/094-A-14	BUICK SOUTH	ABN/RECL	Yes
9442	CNRL ET AL HZ BUICK C- 017-A/094-A-14	BUICK SOUTH	ABN	Yes
9470	CNRL ARKOMA HZ BUICK C- 083-J/094-A-11	BUICK SOUTH	RECL	Yes
9471	CNRL HZ BUICK D- 028-I/094-A-11	BUICK SOUTH	NEW	Yes
9485	CNRL ET AL HZ BUICK C-B006-A/094-A-14	BUICK SOUTH	ABN	Yes
9735	CNRL ET AL HZ BUICK B- 014-A/094-A-14	BUICK SOUTH	ABN	Yes
9766	CNRL HZ BUICK A- 058-I/094-A-11	BUICK SOUTH	NEW	
9843	CNRL ET AL HZ BUICK A- 087-I/094-A-11	BUICK SOUTH	ABN	Yes
9863	CNRL ET AL HZ BUICK D-A025-A/094-A-14	BUICK SOUTH	ABN	Yes
9871	CNRL ET AL HZ BUICK D- 054-A/094-A-14	BUICK SOUTH	ABN	Yes
9872	CNRL ET AL BUICK D- 071-A/094-A-14	BUICK SOUTH	ABN	Yes
9895	CNRL ET AL HZ BUICK A-A087-I/094-A-11	BUICK SOUTH	ABN	Yes
9898	CNRL ET AL HZ BUICK C- 043-A/094-A-14	BUICK SOUTH	NEW	
9988	CNRL HZ BUICK C- 020-I/094-A-11	BUICK SOUTH	ABN	
10002	CNRL ET AL HZ BUICK C- 082-A/094-A-14	BUICK SOUTH	NEW	
10072	CNRL ET AL HZ BUICK C- 058-I/094-A-11	BUICK SOUTH	ABN	Yes
10073	CNRL ET AL HZ BUICK C- 033-A/094-A-14	BUICK SOUTH	NEW	
10135	CNRL ET AL HZ BUICK C- 037-I/094-A-11	BUICK SOUTH	ABN	Yes
10136	CNRL BUICK A-A058-I/094-A-11	BUICK SOUTH	NEW	
10173	CNRL ET AL HZ BUICK A- 056-A/094-A-14	BUICK SOUTH	ABN/RECL	
10395	CNRL BUICK 16-28-088-20	BUICK SOUTH	NEW	
10397	CNRL ET AL HZ BUICK C-A045-A/094-A-14	BUICK SOUTH	ABN	Yes
10422	CNRL ET AL HZ BUICK D- 065-A/094-A-14	BUICK SOUTH	ABN/RECL	Yes
10423	CNRL ET AL HZ BUICK A- 074-A/094-A-14	BUICK SOUTH	ABN	
10472	CNRL BUICK D- 027-I/094-A-11	BUICK SOUTH	ABN	Yes
10506	CNRL HZ BUICK 01-34-088-20	BUICK SOUTH	ABN	Yes

WA Number	Well Name	Field	Work to be done	Environmental Consideration
10521	CNRL ET AL HZ BUICK B-A066-A/094-A-14	BUICK SOUTH	ABN	Yes
10551	CNRL HZ BUICK C- 018-I/094-A-11	BUICK SOUTH	ABN	Yes
10709	CNRL BUICK D- 024-I/094-A-11	BUICK SOUTH	ABN	Yes
10742	CNRL BUICK 06-26-088-20	BUICK SOUTH	NEW	
10803	CNRL HZ BUICK B- 076-I/094-A-11	BUICK SOUTH	RECL	Yes
11299	CNRL BUICK C-A018-I/094-A-11	BUICK SOUTH	ABN/RECL	Yes
11304	CNRL BUICK D- 045-A/094-A-14	BUICK SOUTH	ABN	Yes
11356	CNRL BUICK A- 099-D/094-A-15	BUICK SOUTH	ABN	Yes
11996	CNRL HZ BUICK C- 004-A/094-A-14	BUICK SOUTH	ABN	Yes
12051	CNRL HZ BUICK B- 086-I/094-A-11	BUICK SOUTH	RECL	Yes
12096	CNRL ET AL BUICK 11-32-088-19	BUICK SOUTH	RECL	Yes
12136	CNRL BUICK D-C096-I/094-A-11	BUICK SOUTH	ABN	
12141	CNRL BUICK B- 016-A/094-A-14	BUICK SOUTH	ABN	Yes
12151	CNRL HZ BUICK C-A033-A/094-A-14	BUICK SOUTH	ABN	Yes
12161	CNRL HZ BUICK C-A028-I/094-A-11	BUICK SOUTH	NEW	
12169	CNRL BUICK B-A070-I/094-A-11	BUICK SOUTH	NEW	
12171	CNRL BUICK B- 015-D/094-A-15	BUICK SOUTH	NEW	
12193	CNRL ET AL BUICK B- 037-L/094-A-10	BUICK SOUTH	ABN/RECL	Yes
12220	CNRL HZ BUICK D-A073-I/094-A-11	BUICK SOUTH	ABN	
12363	CNRL ET AL HZ BUICK 06-19-088-19	BUICK SOUTH	RECL	Yes
12582	CNRL HZ BUICK 01-25-088-20	BUICK SOUTH	NEW	
12770	CNRL HZ BUICK 16-14-088-20	BUICK SOUTH	NEW	
12840	CNRL HZ BUICK 01-26-088-20	BUICK SOUTH	NEW	
12896	CNRL BUICK C- 039-A/094-A-14	BUICK SOUTH	ABN	Yes
12928	CNRL HZ BUICK B-A075-I/094-A-11	BUICK SOUTH	ABN/RECL	Yes
12962	CNRL HZ BUICK D-B073-I/094-A-11	BUICK SOUTH	ABN	
13014	CNRL HZ BUICK A- 028-I/094-A-11	BUICK SOUTH	ABN	Yes
13025	CNRL BUICK A- 013-A/094-A-14	BUICK SOUTH	ABN	Yes
13148	CNRL BUICK D- 073-L/094-A-10	BUICK SOUTH	NEW	
13334	CNRL ET AL BUICK C- 007-D/094-A-15	BUICK SOUTH	RECL	Yes
13360	CNRL ET AL BUICK 08-36-088-20	BUICK SOUTH	NEW	
13376	CNRL HZ BUICK C- 012-A/094-A-14	BUICK SOUTH	ABN	Yes
13406	CNRL ET AL BUICK C- 079-D/094-A-15	BUICK SOUTH	NEW	Yes
13408	CNRL ET AL BUICK C- 039-D/094-A-15	BUICK SOUTH	NEW	
13555	CNRL BUICK C- 044-J/094-A-11	BUICK SOUTH	NEW	
13791	CNRL HZ BUICK B- 049-A/094-A-14	BUICK SOUTH	NEW	
13856	CNRL HZ BUICK D-A065-A/094-A-14	BUICK SOUTH	NEW	
14049	CNRL BUICK A- 065-J/094-A-11	BUICK SOUTH	NEW	
14063	CNRL ET AL BUICK C- 021-D/094-A-15	BUICK SOUTH	NEW	
14076	CNRL BUICK C- 069-D/094-A-15	BUICK SOUTH	NEW	Yes
14237	CNRL BUICK 13-11-088-19	BUICK SOUTH	NEW	
14241	CNRL BUICK C-A012-A/094-A-14	BUICK SOUTH	NEW	
14638	CNRL ET AL BUICK B- 070-D/094-A-15	BUICK SOUTH	NEW	
14730	CNRL BUICK C- 083-I/094-A-11	BUICK SOUTH	NEW	
14844	CNRL BUICK A- 064-I/094-A-11	BUICK SOUTH	ABN	Yes
15125	CNRL HZ BUICK A-A063-I/094-A-11	BUICK SOUTH	ABN	Yes
15503	CNRL BUICK D- 026-A/094-A-14	BUICK SOUTH	RECL	
16134	CNRL BUICK A- 053-A/094-A-14	BUICK SOUTH	NEW	
16135	CNRL BUICK B- 025-A/094-A-14	BUICK SOUTH	RECL	
16136	CNRL BUICK D- 016-A/094-A-14	BUICK SOUTH	ABN	
16145	CNRL BUICK B- 036-A/094-A-14	BUICK SOUTH	ABN/RECL	
16174	CNRL BUICK B-B046-A/094-A-14	BUICK SOUTH	NEW	
16175	CNRL BUICK C- 007-A/094-A-14	BUICK SOUTH	NEW	
16177	CNRL BUICK C- 015-A/094-A-14	BUICK SOUTH	ABN	Yes
16460	CNRL BUICK A01-25-088-20	BUICK SOUTH	RECL	Yes
16528	CNRL MAPLE A- 043-E/094-A-15	BUICK SOUTH	NEW	

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16628	CNRL ET AL RIGEL B-A048-K/094-A-10	BUICK SOUTH	ABN	Yes
16695	CNRL BUICK B-A036-A/094-A-14	BUICK SOUTH	ABN	
16998	CNRL BUICK C- 061-I/094-A-11	BUICK SOUTH	NEW	Yes
17898	CNRL BUICK B- 071-J/094-A-11	BUICK SOUTH	RECL	Yes
17899	CNRL BUICK B- 061-J/094-A-11	BUICK SOUTH	RECL	Yes
17938	CNRL BUICK 11-25-088-20	BUICK SOUTH	RECL	Yes
17974	CNRL BUICK C- 014-A/094-A-14	BUICK SOUTH	NEW	
17980	CNRL BUICK B-A077-I/094-A-11	BUICK SOUTH	NEW	
17992	CNRL BUICK 06-34-088-20	BUICK SOUTH	NEW	
18046	CNRL BUICK C- 005-A/094-A-14	BUICK SOUTH	RECL	Yes
18106	CNRL BUICK C- 096-I/094-A-11	BUICK SOUTH	RECL	Yes
18129	CNRL BUICK 09-35-088-20	BUICK SOUTH	RECL	Yes
18148	CNRL BUICK D- 078-I/094-A-11	BUICK SOUTH	NEW	
18243	CNRL BUICK C- 049-I/094-A-11	BUICK SOUTH	RECL	Yes
18390	CNRL BUICK C- 079-I/094-A-11	BUICK SOUTH	RECL	Yes
18391	CNRL BUICK B- 099-I/094-A-11	BUICK SOUTH	NEW	
18599	CNRL BUICK A- 027-A/094-A-14	BUICK SOUTH	ABN	
19082	CNRL BUICK B- 060-I/094-A-11	BUICK SOUTH	NEW	
19083	CNRL BUICK B- 051-J/094-A-11	BUICK SOUTH	RECL	Yes
19577	CNRL BUICK D- 062-I/094-A-11	BUICK SOUTH	NEW	
19759	CNRL BUICK B-B077-I/094-A-11	BUICK SOUTH	ABN	Yes
19763	CNRL BUICK A-B087-I/094-A-11	BUICK SOUTH	ABN/RECL	Yes
19775	CNRL BUICK B-B036-A/094-A-14	BUICK SOUTH	NEW	
19790	CNRL BUICK C- 008-A/094-A-14	BUICK SOUTH	NEW	
19820	CNRL BUICK D- 016-I/094-A-11	BUICK SOUTH	RECL	Yes
19852	CNRL BUICK B-A045-A/094-A-14	BUICK SOUTH	RECL	Yes
19854	CNRL BUICK C-A008-A/094-A-14	BUICK SOUTH	RECL	Yes
19855	CNRL BUICK D-A069-I/094-A-11	BUICK SOUTH	RECL	Yes
19883	CNRL BUICK D-A026-A/094-A-14	BUICK SOUTH	NEW	
19894	CNRL BUICK D- 027-A/094-A-14	BUICK SOUTH	RECL	
19902	CNRL BUICK C- 097-I/094-A-11	BUICK SOUTH	RECL	Yes
19905	CNRL BUICK D-A006-A/094-A-14	BUICK SOUTH	NEW	
19996	CNRL BUICK B- 089-I/094-A-11	BUICK SOUTH	RECL	Yes
20084	CNRL BUICK C- 067-I/094-A-11	BUICK SOUTH	NEW	
20138	CNRL BUICK B-C046-A/094-A-14	BUICK SOUTH	RECL	Yes
21708	CNRL BUICK A- 095-I/094-A-11	BUICK SOUTH	ABN	
23034	CNRL BUICK D-A068-I/094-A-11	BUICK SOUTH	NEW	
23192	CNRL BUICK 05-09-088-19	BUICK SOUTH	NEW	
28905	CNRL BUICK CREEK C- 041-C/094-A-14	BUICK SOUTH	NEW	
5172	CNRL ET AL OSBORN B- 021-J/094-A-09	CARIBOU COYOTE	RECL2	Yes
20573	CNRL OSBORN 08-36-088-15	CARIBOU COYOTE	ABN	Yes
9284	CNRL OSBORN 10-09-088-13	CLEARHILLS BC	RECL	
3657	CNRL SILVER C- 016-C/094-H-11	CONROY NONOP	RECL	Yes
4212	CNRL ET AL SILVER C- 092-K/094-H-06	CONROY NONOP	RECL	Yes
4873	CNRL SILVER C- 098-K/094-H-06	CONROY NONOP	RECL	Yes
11944	CNRL DAHL A- 025-I/094-H-07	DAHL W	RECL2	Yes
11945	CNRL DAHL A- 033-I/094-H-07	DAHL W	RECL2	Yes
122	CNRL DRAKE D- 080-C/094-H-01	DRAKE	RECL2	Yes
16947	CNRL DRAKE D- 004-E/094-H-01	DRAKE	RECL2	Yes
3147	CNRL ET AL CECIL 06-19-084-17	EAGLE	RECL	Yes
3202	CNRL EAGLE 06-23-084-18	EAGLE	RECL	Yes
3382	CNRL W EAGLE 16-28-084-18	EAGLE	NEW	
3802	CNRL ET AL W EAGLE 06-36-084-19	EAGLE	NEW	
4027	CNRL EAGLE 06-35-084-18	EAGLE	RECL	Yes
4072	CNRL ET AL W EAGLE 06-31-084-18	EAGLE	NEW	
4142	CNRL ET AL W EAGLE 14-30-084-18	EAGLE	NEW	

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4177	CNRL ET AL W EAGLE 16-30-084-18	EAGLE	NEW	
4187	CNRL ET AL W EAGLE 15-25-084-19	EAGLE	NEW	
4382	CNRL ET AL W EAGLE 08-31-084-18	EAGLE	NEW	
4383	CNRL ET AL W EAGLE 16-06-085-18	EAGLE	RECL	Yes
4452	CNRL ET AL W EAGLE 16-26-084-19	EAGLE	NEW	
4500	CNRL ET AL EAGLE 14-32-084-18	EAGLE	NEW	
4544	CNRL ET AL EAGLE 14-05-085-18	EAGLE	NEW	
4596	CNRL ET AL W EAGLE 08-06-085-18	EAGLE	NEW	
4615	CNRL ET AL EAGLE 16-32-084-18	EAGLE	NEW	
4668	CNRL ET AL W EAGLE 08-26-084-19	EAGLE	RECL	Yes
4671	CNRL ET AL W EAGLE 14-01-085-19	EAGLE	NEW	
4848	CNRL ET AL W EAGLE 14-06-085-18	EAGLE	NEW	
4902	CNRL ET AL W EAGLE 16-24-084-19	EAGLE	NEW	
4943	CNRL ET AL EAGLE 14-33-084-18	EAGLE	RECL	Yes
4948	CNRL ET AL W EAGLE 14-25-084-19	EAGLE	NEW	
4967	CNRL ET AL W EAGLE 08-11-085-19	EAGLE	NEW	
5016	CNRL EAGLE 08-28-084-18	EAGLE	NEW	
5390	CNRL ET AL W EAGLE 08-25-084-19	EAGLE	NEW	
5412	CNRL ET AL W EAGLE 08-35-084-19	EAGLE	NEW	
5483	CNRL ET AL W EAGLE 16-29-084-18	EAGLE	NEW	
5643	CNRL ET AL EAGLE 16-33-084-18	EAGLE	NEW	
5644	CNRL EAGLE 08-33-084-18	EAGLE	RECL	Yes
5667	CNRL CECIL A06-14-084-18	EAGLE	NEW	
5669	CNRL ET AL CECIL A08-12-084-18	EAGLE	NEW	
5848	CNRL ET AL EAGLE 14-16-084-18	EAGLE	RECL	Yes
5869	CNRL ET AL EAGLE 06-21-084-18	EAGLE	RECL	Yes
5901	CNRL EAGLE 14-10-084-18	EAGLE	NEW	
5967	CNRL ET AL EAGLE 03-16-084-18	EAGLE	RECL	Yes
6005	CNRL ET AL UNIT W EAGLE 12-01-085-19	EAGLE	NEW	
6103	CNRL ET AL EAGLE 04-15-084-18	EAGLE	NEW	
6298	CNRL ET AL UNIT W EAGLE 12-36-084-19	EAGLE	NEW	
6411	CNRL ET AL UNIT W EAGLE A06-31-084-18	EAGLE	NEW	
6413	CNRL ET AL UNIT W EAGLE 12-06-085-18	EAGLE	NEW	
6414	CNRL ET AL UNIT W EAGLE 04-06-085-18	EAGLE	NEW	
6863	CNRL W EAGLE 03-09-085-18	EAGLE	RECL	Yes
7448	CNRL ET AL UNIT W EAGLE 10-33-084-18	EAGLE	NEW	
8805	CNRL FT ST JOHN A11-21-084-19	EAGLE	NEW	
8849	CNRL W EAGLE 11-28-084-18	EAGLE	RECL	Yes
8901	CNRL W EAGLE 07-33-084-18	EAGLE	RECL	Yes
9134	CNRL ET AL UNIT W EAGLE 11-25-084-19	EAGLE	NEW	
12250	CNRL W EAGLE 06-28-084-18	EAGLE	RECL	Yes
12390	CNRL ET AL EAGLE 02-16-084-18	EAGLE	NEW	
9625	CNRL DEVON ELM D- 049-G/094-H-07	ELM B93C	ABN/RECL	Yes
2651	CNRL ET AL INGA B- 002-F/094-A-13	FIREWEED C-001-G	RECL2	
4329	CNRL ET AL INGA B- 024-F/094-A-13	FIREWEED C-001-G	RECL2	
4404	CNRL FIREWEED D- 071-B/094-A-13	FIREWEED GAS	RECL2	
4503	CNRL FIREWEED A- 069-A/094-A-13	FIREWEED GAS	RECL2	
4566	CNRL FIREWEED D- 079-A/094-A-13	FIREWEED GAS	RECL2	
8531	CNRL INGA D- 052-C/094-A-13	FIREWEED GAS	RECL2	
8717	CNRL ET AL HZ FIREWEED D- 005-A/094-A-13	FIREWEED GAS	RECL2	
8065	CNRL BIRCH A- 082-H/094-A-13	FIREWEED OIL	RECL	Yes
1299	CNRL PLUTO 10-13-086-17	FLATROCK	RECL	Yes
3394	CNRL CECIL 10-18-084-17	FLATROCK	RECL	Yes
5374	CNRL CECIL 08-01-085-18	FLATROCK	RECL	Yes
6088	CNRL FLATROCK 16-11-084-17	FLATROCK	RECL	Yes
6227	CNRL ET AL W FLATROCK 06-12-085-17	FLATROCK	RECL	Yes

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6316	CNRL CECIL A12-06-085-17	FLATROCK	RECL	Yes
8220	CNRL W FLATROCK 05-36-084-17	FLATROCK	RECL	Yes
8735	CNRL FLATROCK 05-14-084-16	FLATROCK	RECL	Yes
8739	CNRL ET AL W FLATROCK 15-18-085-17	FLATROCK	RECL	Yes
9001	CNRL ET AL W FLATROCK 09-16-085-17	FLATROCK	RECL	Yes
10581	CNRL ET AL PARADISE 01-07-085-15	FLATROCK	RECL	Yes
12217	CNRL TWO RIVERS 14-20-083-15	FLATROCK	RECL	
12976	CNRL FLATROCK 16-24-084-16	FLATROCK	RECL	Yes
13038	CNRL ET AL FLATROCK 11-08-085-15	FLATROCK	RECL	Yes
18589	CNRL FLATROCK 04-19-084-16	FLATROCK	RECL	Yes
4420	CNRL ET AL RIGEL 10-32-087-17	FSJC CENTRAL MISC	ABN	Yes
4570	CNRL E RIGEL 09-36-088-16	FSJC CENTRAL MISC	RECL	Yes
4653	CNRL ET AL RIGEL 11-29-087-17	FSJC CENTRAL MISC	RECL	
6527	CNRL PLUTO 07-25-085-17	FSJC CENTRAL MISC	RECL	Yes
6635	CNRL ET AL FLATROCK A10-27-084-16	FSJC CENTRAL MISC	RECL	Yes
7432	CNRL ET AL E RIGEL 06-14-088-16	FSJC CENTRAL MISC	ABN	Yes
7433	CNRL ET AL E RIGEL 04-15-088-16	FSJC CENTRAL MISC	ABN	
7450	CNRL ET AL RIGEL 02-33-088-16	FSJC CENTRAL MISC	ABN/RECL	Yes
9472	CNRL RIGEL C- 018-A/094-A-15	FSJC CENTRAL MISC	RECL2	Yes
13053	CNRL FLATROCK 11-31-084-15	FSJC CENTRAL MISC	RECL	Yes
13911	CNRL RIGEL 15-26-088-17	FSJC CENTRAL MISC	ABN	Yes
16228	CNRL WEASEL C- 008-G/094-H-02	FSJC WEST MISC	RECL2	Yes
16729	CNRL OSPREY D- 098-G/094-A-15	FSJC WEST MISC	RECL2	Yes
9005	CNRL BLUEBERRY A- 076-L/094-A-12	FSJN HWY NORTH MISC	RECL2	
23759	CNRL ET AL N AITKEN C- 067-A/094-G-01	FSJN HWY NORTH MISC	RECL2	
5066	CNRL TOMMY A- 015-J/094-G-09	FSJN HWY SOUTH MISC	RECL	Yes
8315	NRL BONAVIDA FIREWEED D- 057-G/094-A-13	FSJN HWY SOUTH MISC	RECL2	
351	CNRL ET AL HALFWAY 11-35-086-25	HALFWAY	RECL2	
1776	CNRL ET AL INGA 10-25-088-24	INGA	RECL	Yes
1974	CNRL UNIT INGA 06-13-088-24	INGA	RECL	Yes
1981	CNRL UNIT INGA 16-24-088-24	INGA	RECL	Yes
1991	CNRL UNIT INGA 16-07-088-23	INGA	RECL	Yes
1997	CNRL UNIT INGA 06-12-088-24	INGA	RECL	Yes
2004	CNRL UNIT INGA 16-26-088-24	INGA	RECL	Yes
2006	CNRL ET AL INGA 06-04-088-23	INGA	RECL	Yes
2015	CNRL UNIT INGA 06-30-088-23	INGA	RECL	Yes
2021	CNRL UNIT INGA 16-18-088-23	INGA	RECL	Yes
2022	CNRL UNIT INGA 16-19-088-23	INGA	RECL	Yes
2041	CNRL ET AL INGA 06-08-088-23	INGA	RECL	Yes
2045	CNRL UNIT INGA 06-25-088-24	INGA	RECL	Yes
2047	CNRL UNIT INGA 06-18-088-23	INGA	RECL	Yes
2048	CNRL ET AL INGA 16-08-088-23	INGA	RECL	Yes
2065	CNRL ET AL INGA 06-16-088-23	INGA	RECL	Yes
2079	CNRL UNIT INGA 06-06-088-23	INGA	RECL	Yes
2112	CNRL ET AL INGA D- 006-J/094-A-12	INGA	RECL	Yes
2143	CNRL ET AL INGA 08-26-088-24	INGA	RECL	Yes
2145	CNRL ET AL INGA 06-07-087-23	INGA	RECL2	
2154	CNRL UNIT INGA 16-32-087-23	INGA	RECL	Yes
2156	CNRL ET AL INGA 16-12-087-24	INGA	RECL	Yes
2163	CNRL ET AL INGA 16-23-088-24	INGA	RECL	Yes
2180	CNRL ET AL INGA 16-06-087-23	INGA	RECL2	
2188	CNRL ET AL INGA 06-19-086-23	INGA	RECL2	
2190	CNRL ET AL INGA 06-30-087-23	INGA	RECL2	
2191	CNRL ET AL INGA 06-05-087-23	INGA	RECL2	
2198	CNRL ET AL INGA 06-36-086-24	INGA	RECL2	
2202	CNRL ET AL INGA 06-08-087-23	INGA	RECL	Yes

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2206	CNRL ET AL INGA 06-31-086-23	INGA	RECL2	
2212	CNRL UNIT INGA 14-04-088-23	INGA	RECL	
2213	CNRL ET AL INGA 06-17-086-23	INGA	RECL2	
2224	CNRL ET AL INGA 16-25-086-24	INGA	RECL2	
2255	CNRL INGA 16-13-087-24	INGA	RECL2	Yes
2274	CNRL INGA 16-24-087-24	INGA	RECL2	
2298	CNRL ET AL INGA 16-24-086-24	INGA	RECL2	
2299	CNRL ET AL INGA 16-07-086-23	INGA	RECL2	
2340	CNRL ET AL INGA 06-08-086-23	INGA	RECL	Yes
2360	CNRL ET AL INGA 16-19-087-23	INGA	RECL2	
2368	CNRL INGA 01-36-088-24	INGA	RECL	Yes
2379	CNRL ET AL INGA C- 016-J/094-A-12	INGA	RECL	Yes
2404	CNRL ET AL INGA 16-31-085-23	INGA	RECL2	
2416	CNRL ET AL INGA 06-06-086-23	INGA	RECL	Yes
2533	CNRL ET AL N INGA D- 051-K/094-A-12	INGA	RECL	Yes
2534	CNRL INGA 15-12-088-24	INGA	RECL	Yes
2535	CNRL INGA 14-13-088-24	INGA	RECL	Yes
2536	CNRL INGA 05-05-088-23	INGA	RECL	Yes
2552	CNRL ET AL N INGA A- 081-K/094-A-12	INGA	RECL	Yes
2561	CNRL ET AL INGA 06-07-086-23	INGA	RECL2	
2594	CNRL ET AL INGA 16-18-087-23	INGA	RECL2	Yes
2633	CNRL ET AL INGA 04-08-088-23	INGA	RECL	Yes
2764	CNRL ET AL INGA 08-01-088-24	INGA	RECL	Yes
2770	CNRL ET AL INGA 06-29-087-23	INGA	RECL	Yes
2798	CNRL ET AL INGA 06-20-087-23	INGA	RECL	
2806	CNRL ET AL INGA 06-16-087-23	INGA	RECL	Yes
2938	CNRL ET AL INGA 06-09-087-23	INGA	RECL	Yes
2941	CNRL ET AL INGA 15-08-086-23	INGA	RECL2	
2942	CNRL ET AL INGA 08-36-086-24	INGA	RECL2	
2943	CNRL ET AL INGA 14-07-086-23	INGA	RECL2	
2944	CNRL ET AL INGA 16-04-087-23	INGA	RECL2	
2950	CNRL ET AL INGA 14-28-087-23	INGA	RECL	
2953	CNRL ET AL INGA 12-31-087-23	INGA	RECL2	
3070	CNRL ET AL W INGA 06-11-087-24	INGA	RECL2	
3146	CNRL INGA D- 007-J/094-A-12	INGA	RECL	Yes
3243	CNRL ET AL INGA 16-28-087-23	INGA	RECL	Yes
3284	CNRL ET AL INGA 14-21-087-23	INGA	RECL	Yes
3788	CNRL INGA A08-05-088-23	INGA	RECL	Yes
5014	CNRL ET AL INGA 08-21-087-23	INGA	RECL	
5469	CNRL INGA 14-08-088-23	INGA	RECL	Yes
5792	CNRL S INGA 06-29-084-23	INGA	RECL	
7737	CNRL ET AL INGA 13-30-087-23	INGA	RECL2	
12305	CNRL ET AL INGA 07-07-087-23	INGA	RECL2	
20045	CNRL INGA 14-03-086-23	INGA	RECL	Yes
21020	CNRL ET AL INGA 11-30-086-23	INGA	RECL2	
21819	CNRL INGA A07-05-086-24	INGA	RECL2	
2000	CNRL ET AL INGA D- 042-J/094-A-12	INGA UNIT #3	RECL	Yes
2320	CNRL ET AL INGA A- 005-B/094-A-13	INGA UNIT #3	RECL	Yes
1335	CNRL SIKANNI B- 043-B/094-G-07	JEDNEY	ABN/RECL	Yes
1907	CNRL JEDNEY B- 050-F/094-G-08	JEDNEY	ABN	Yes
4835	CNRL TOMMY A- 063-H/094-G-09	JEDNEY	NEW	
4972	CNRL TOMMY B- 028-H/094-G-09	JEDNEY	NEW	
5366	CNRL ET AL N AITKEN A- 083-A/094-G-01	JEDNEY	NEW	
5444	CNRL ET AL JEDNEY D- 033-H/094-G-01	JEDNEY	NEW	
6669	CNRL JEDNEY B- 062-E/094-G-08	JEDNEY	ABN/RECL/W	Yes
6705	CNRL JEDNEY D- 073-E/094-G-08	JEDNEY	ABN/WER	Yes

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7004	CNRL JEDNEY A- 007-K/094-G-08	JEDNEY	RECL/WER	Yes
7172	CNRL N BUBBLES D-A099-F/094-G-08	JEDNEY	ABN	Yes
7411	CNRL N BUBBLES A- 077-F/094-G-08	JEDNEY	BN/RECL/W	Yes
7671	CNRL DOGRIB D- 079-I/094-G-02	JEDNEY	ABN	Yes
8134	CNRL JEDNEY A- 061-E/094-G-08	JEDNEY	BN/RECL/W	Yes
8363	CNRL TOMMY D- 057-H/094-G-09	JEDNEY	RECL2	
9461	CNRL HZ N BUBBLES A- 099-F/094-G-08	JEDNEY	BN/RECL/W	Yes
9468	CNRL HZ JEDNEY D- 051-E/094-G-08	JEDNEY	RECL/WER	Yes
10041	CNRL HZ JEDNEY D- 080-F/094-G-08	JEDNEY	BN/RECL/W	Yes
10042	CNRL HZ JEDNEY D- 001-L/094-G-08	JEDNEY	ABN/WER	Yes
10257	CNRL HZ JEDNEY B- 074-E/094-G-08	JEDNEY	BN/RECL/W	Yes
10984	CNRL HZ N BUBBLES A- 098-F/094-G-08	JEDNEY	RECL/WER	Yes
11128	CNRL HZ JEDNEY D-A001-L/094-G-08	JEDNEY	WER	Yes
11191	CNRL HZ JEDNEY B- 071-E/094-G-08	JEDNEY	BN/RECL/W	Yes
12436	CNRL HZ JEDNEY C- 082-E/094-G-08	JEDNEY	BN/RECL/W	Yes
12442	CNRL HZ JEDNEY A-A007-K/094-G-08	JEDNEY	WER	Yes
12444	CNRL HZ JEDNEY A- 079-F/094-G-08	JEDNEY	BN/RECL/W	Yes
13547	CNRL JEDNEY A- 068-C/094-G-08	JEDNEY	NEW	
14091	CNRL ET AL DOGRIB C- 010-A/094-G-07	JEDNEY	ABN	Yes
15479	CNRL HZ JEDNEY D-B059-F/094-G-08	JEDNEY	NEW	Yes
15551	CNRL JEDNEY B- 070-F/094-G-08	JEDNEY	BN/RECL/W	Yes
16007	CNRL HZ JEDNEY D- 088-F/094-G-08	JEDNEY	BN/RECL/W	Yes
16299	CNRL HZ JEDNEY D-B001-L/094-G-08	JEDNEY	RECL/WER	Yes
16354	CNRL HZ JEDNEY A- 075-E/094-G-08	JEDNEY	BN/RECL/W	Yes
16355	CNRL HZ JEDNEY B- 091-E/094-G-08	JEDNEY	ABN	Yes
16373	CNRL HZ JEDNEY B- 033-L/094-G-08	JEDNEY	WER	
17773	CNRL ET AL HZ JEDNEY C- 044-E/094-G-08	JEDNEY	RECL/WER	Yes
19154	CNRL ET AL BEG D- 012-A/094-G-07	JEDNEY	NEW	Yes
19822	CNRL ET AL HZ BEG C- 038-D/094-G-08	JEDNEY	NEW	
21062	CNRL JEDNEY A- 091-A/094-G-01	JEDNEY	ABN	Yes
7254	CNRL ETTHITHUN B- 050-I/094-H-15	KAHNTAH	RECL2	Yes
10896	CNRL KAHNTAH B- 091-K/094-H-15	KAHNTAH	RECL	Yes
10986	CNRL KAHNTAH C- 092-K/094-H-15	KAHNTAH	RECL	Yes
11830	CNRL KAHNTAH D- 090-J/094-H-15	KAHNTAH	RECL	Yes
9567	CNRL SKWAT B- 065-B/094-H-01	LADYFERN	RECL2	Yes
16933	CNRL DOIG C- 056-K/094-A-16	LADYFERN	RECL2	Yes
17757	CNRL LADYFERN A- 038-G/094-H-01	LADYFERN	RECL	Yes
1194	CNRL ET AL LAGARDE 10-29-087-15	LAGARDE	NEW2	
1395	CNRL ET AL N BOUNDARY 07-03-087-14	LAGARDE	NEW2	
1451	CNRL ET AL N BOUNDARY 10-09-087-14	LAGARDE	NEW2	
1529	CNRL ET AL N BOUNDARY 06-08-087-14	LAGARDE	NEW2	
1881	CNRL ET AL N BOUNDARY 07-15-087-14	LAGARDE	NEW2	
6324	CNRL LAGARDE 14-28-087-15	LAGARDE	NEW2	
6855	CNRL LAGARDE 08-29-087-15	LAGARDE	NEW2	
7128	CNRL LAGARDE 16-20-087-15	LAGARDE	NEW2	
7421	CNRL LAGARDE 03-33-087-15	LAGARDE	NEW2	
10692	CNRL ET AL N BOUNDARY 14-09-087-14	LAGARDE	NEW2	
14050	CNRL ET AL N BOUNDARY 13-10-087-14	LAGARDE	NEW2	
15070	CNRL BOUNDARY N 13-11-087-14	LAGARDE	NEW2	
15802	CNRL N BOUNDARY 15-11-087-14	LAGARDE	NEW2	
15957	CNRL ET AL N BOUNDARY 08-16-087-14	LAGARDE	NEW2	
17876	CNRL N BOUNDARY A15-11-087-14	LAGARDE	NEW2	
17877	CNRL N BOUNDARY 06-07-087-14	LAGARDE	NEW2	
18941	CNRL N BOUNDARY 16-10-087-14	LAGARDE	NEW2	
2442	CNRL REDEYE D- 089-D/094-H-10	LAPP BC	ABN/RECL	Yes
4834	CNRL ET AL LAPP B- 028-C/094-H-10	LAPP BC	ABN/RECL	Yes

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7249	CNRL ET AL LAPP B- 030-C/094-H-10	LAPP BC	ABN/RECL	Yes
7306	CNRL ET AL LAPP B- 042-D/094-H-10	LAPP BC	ABN/RECL	Yes
8537	CNRL LAPP A- 060-C/094-H-10	LAPP BC	ABN/RECL	Yes
10055	CNRL LAPP C- 048-C/094-H-10	LAPP BC	ABN/RECL	Yes
10223	CNRL LAPP A- 083-D/094-H-10	LAPP BC	RECL	Yes
10449	CNRL LAPP B- 058-C/094-H-10	LAPP BC	RECL	Yes
10465	CNRL LAPP D- 049-C/094-H-10	LAPP BC	ABN/RECL	Yes
10817	CNRL REDEYE C- 006-E/094-H-10	LAPP BC	ABN/RECL	Yes
10891	CNRL REDEYE C- 034-E/094-H-10	LAPP BC	ABN/RECL	Yes
11349	CNRL LAPP A- 002-D/094-H-10	LAPP BC	ABN/RECL	Yes
11449	CNRL LAPP B- 048-C/094-H-10	LAPP BC	ABN/RECL	Yes
11499	CNRL LAPP D-A049-C/094-H-10	LAPP BC	ABN	Yes
11500	CNRL LAPP C- 049-C/094-H-10	LAPP BC	ABN/RECL	Yes
11857	CNRL REDEYE C- 077-D/094-H-10	LAPP BC	ABN/RECL	Yes
12760	CNRL LAPP B-A058-C/094-H-10	LAPP BC	NEW	
12761	CNRL LAPP D- 048-C/094-H-10	LAPP BC	ABN/RECL	Yes
13629	CNRL LAPP A- 059-C/094-H-10	LAPP BC	ABN/RECL	Yes
13630	CNRL LAPP B-B058-C/094-H-10	LAPP BC	ABN	Yes
13631	CNRL ET AL LAPP A- 050-C/094-H-10	LAPP BC	ABN/RECL/W	Yes
13632	CNRL LAPP A- 048-C/094-H-10	LAPP BC	ABN/RECL	Yes
13633	CNRL LAPP D- 051-D/094-H-10	LAPP BC	RECL	Yes
14051	CNRL ET AL LAPP A-A050-C/094-H-10	LAPP BC	WER	
14817	CNRL ET AL LAPP D- 030-C/094-H-10	LAPP BC	RECL	Yes
14821	CNRL LAPP C- 047-C/094-H-10	LAPP BC	ABN/RECL	Yes
14825	CNRL LAPP D- 038-C/094-H-10	LAPP BC	ABN/RECL	Yes
14828	CNRL LAPP A- 038-C/094-H-10	LAPP BC	ABN/RECL	Yes
14829	CNRL ET AL LAPP C- 050-C/094-H-10	LAPP BC	ABN/RECL	Yes
14995	CNRL LAPP A-A059-C/094-H-10	LAPP BC	NEW	Yes
16001	CNRL LAPP B-C058-C/094-H-10	LAPP BC	ABN	Yes
20426	CNRL GUTAH C- 081-H/094-H-11	LAPP BC	RECL	Yes
20546	CNRL GUTAH D- 024-I/094-H-11	LAPP BC	RECL	Yes
20568	CNRL GUTAH A-A070-E/094-H-10	LAPP BC	ABN/RECL	Yes
21112	CNRL LAPP C- 046-C/094-H-10	LAPP BC	ABN/RECL	Yes
21113	CNRL LAPP D-A036-D/094-H-10	LAPP BC	RECL	Yes
24715	CNRL LAPP A- 092-L/094-H-07	LAPP BC	ABN/RECL	Yes
24959	CNRL LAPP B- 045-C/094-H-10	LAPP BC	ABN/RECL	Yes
25022	CNRL LAPP D-A039-C/094-H-10	LAPP BC	ABN/RECL	Yes
12612	CNRL W PEEJAY C- 008-H/094-A-15	MINK BEAVERTAIL	RECL2	Yes
9841	CNRL DEVON MUSKRAT 04-23-087-18	MUSKRAT	RECL	Yes
15458	CNRL MUSKRAT 10-10-087-18	MUSKRAT	RECL	
4621	CNRL DEVON NIG B- 022-A/094-H-04	NIG	RECL2	
4630	CNRL DEVON NIG A- 041-A/094-H-04	NIG	RECL	Yes
12752	CNRL GUTAH C- 034-A/094-H-13	NIG	RECL2	Yes
20671	CNRL ET AL SILVER B- 046-J/094-H-06	NIG	ABN	Yes
11465	CNRL NIG B-A026-A/094-H-04	NIG CREEK	RECL2	
12266	CNRL NIG B- 014-D/094-H-03	NIG CREEK	RECL2	
2742	CNRL ET AL CACHE C- 016-L/094-A-11	NORTH CACHE	NEW	
4036	CNRL ET AL CACHE C-A016-L/094-A-11	NORTH CACHE	NEW	
4129	CNRL CACHE C- 058-L/094-A-11	NORTH CACHE	NEW	
4141	CNRL ET AL CACHE D- 037-L/094-A-11	NORTH CACHE	NEW	
4403	CNRL ET AL CACHE B- 048-L/094-A-11	NORTH CACHE	NEW	
4638	CNRL CACHE 11-15-088-22	NORTH CACHE	NEW	
12581	CNRL CACHE B- 057-L/094-A-11	NORTH CACHE	NEW	
12914	CNRL ET AL CACHE B- 017-L/094-A-11	NORTH CACHE	NEW	
16992	CNRL CACHE B- 016-L/094-A-11	NORTH CACHE	NEW	
17126	CNRL CACHE D- 018-L/094-A-11	NORTH CACHE	NEW	

WA Number	Well Name	Field	Work to be done	Environmental Consideration
19898	CNRL ET AL CACHE A- 038-L/094-A-11	NORTH CACHE	NEW	
25512	CNRL CACHE D-A068-L/094-A-11	NORTH CACHE	NEW	
4151	CNRL ET AL MONIAS 10-03-083-21	NORTH MONIAS	NEW	
4522	CNRL ET AL MONIAS 07-16-083-21	NORTH MONIAS	NEW	
4598	CNRL ET AL MONIAS 11-19-083-21	NORTH MONIAS	NEW	
4723	CNRL ET AL MONIAS 11-13-083-21	NORTH MONIAS	NEW	
4858	CNRL ET AL MONIAS 11-24-083-21	NORTH MONIAS	NEW	
4906	CNRL ET AL MONIAS A11-24-083-21	NORTH MONIAS	NEW	
4998	CNRL SHELL MONIAS 06-17-082-22	NORTH MONIAS	NEW	
5347	CNRL NUMAC MONIAS 10-04-083-21	NORTH MONIAS	NEW	
6913	CNRL ET AL MONIAS 10-23-083-21	NORTH MONIAS	NEW	
13635	CNRL ET AL MONIAS 14-01-083-22	NORTH MONIAS	NEW	
13663	CNRL MONIAS A14-01-083-22	NORTH MONIAS	NEW	
14072	CNRL ET AL MONIAS 09-09-083-21	NORTH MONIAS	NEW	
19047	CNRL ET AL MONIAS A10-04-083-21	NORTH MONIAS	NEW	
19723	CNRL ET AL MONIAS 13-03-083-21	NORTH MONIAS	NEW	
21240	CNRL MONIAS 12-06-083-21	NORTH MONIAS	NEW	
21558	CNRL ET AL MONIAS 01-09-083-21	NORTH MONIAS	NEW	
3201	CNRL ET AL OAK 10-27-086-18	NORTH OAK	NEW	
4626	CNRL ET AL OAK 11-26-086-18	NORTH OAK	NEW	
6704	CNRL OAK 07-03-087-18	NORTH OAK	RECL	Yes
8386	CNRL ET AL OAK 12-34-086-18	NORTH OAK	NEW	
9381	CNRL ET AL OAK 14-12-087-18	NORTH OAK	NEW	
10389	CNRL OAK A13-25-086-18	NORTH OAK	NEW	
10492	CNRL ET AL OAK 03-24-086-18	NORTH OAK	NEW	
10493	CNRL OAK 04-23-086-18	NORTH OAK	NEW	
12198	CNRL OAK 15-19-086-17	NORTH OAK	RECL	Yes
12200	CNRL ET AL OAK 14-27-086-18	NORTH OAK	NEW	
104	CNRL MONTNEY 14-36-086-19	NORTH PINE	NEW	
4917	CNRL ET AL STODDART A06-28-085-18	NORTH PINE	NEW	
6335	CNRL MONTNEY 10-06-087-18	NORTH PINE	NEW	
7178	CNRL MONTNEY 08-01-087-19	NORTH PINE	NEW	
7386	CNRL MONTNEY 15-01-087-19	NORTH PINE	NEW	
7406	CNRL MONTNEY 06-01-087-19	NORTH PINE	NEW	
7407	CNRL MONTNEY 14-01-087-19	NORTH PINE	RECL	Yes
7418	CNRL CECIL 05-12-085-18	NORTH PINE	NEW	
7449	CNRL MONTNEY 04-07-087-18	NORTH PINE	NEW	
7668	CNRL MONTNEY 04-06-087-18	NORTH PINE	NEW	
12667	CNRL STODDART 15-21-085-18	NORTH PINE	NEW	
4348	CNRL OSPREY C- 092-K/094-A-15	OSPREY	RECL2	Yes
418	CNRL PEEJAY D- 039-E/094-A-16	PEEJAY	NEW2	
543	CNRL PEEJAY D- 029-E/094-A-16	PEEJAY	NEW2	
569	CNRL ET AL PEEJAY D- 080-E/094-A-16	PEEJAY	NEW2	
577	CNRL PEEJAY D- 048-E/094-A-16	PEEJAY	NEW2	
578	CNRL PEEJAY D- 038-E/094-A-16	PEEJAY	NEW2	
588	CNRL PEEJAY D- 049-E/094-A-16	PEEJAY	NEW2	
589	CNRL PEEJAY D- 028-E/094-A-16	PEEJAY	NEW2	
612	CNRL PEEJAY D- 018-E/094-A-16	PEEJAY	NEW2	
881	CNRL PEEJAY D- 059-E/094-A-16	PEEJAY	NEW2	
902	CNRL ET AL PEEJAY D- 069-E/094-A-16	PEEJAY	NEW2	
903	CNRL ET AL PEEJAY D- 070-E/094-A-16	PEEJAY	NEW2	
914	CNRL PEEJAY D- 058-E/094-A-16	PEEJAY	NEW2	
915	CNRL PEEJAY D- 047-E/094-A-16	PEEJAY	NEW2	
954	CNRL ET AL PEEJAY D- 090-E/094-A-16	PEEJAY	NEW2	
981	CNRL ET AL PEEJAY D- 060-E/094-A-16	PEEJAY	NEW2	
1008	CNRL ET AL W PEEJAY D- 044-G/094-A-15	PEEJAY	NEW2	

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1026	CNRL ET AL PEEJAY D- 068-E/094-A-16	PEEJAY	NEW2	
1030	CNRL ET AL PEEJAY D- 100-E/094-A-16	PEEJAY	NEW2	
1329	CNRL ET AL PEEJAY D- 079-E/094-A-16	PEEJAY	NEW2	
1474	CNRL ET AL PEEJAY D- 095-H/094-A-15	PEEJAY	NEW2	
1478	CNRL PEEJAY D- 076-H/094-A-15	PEEJAY	NEW2	
1490	CNRL PEEJAY D- 087-H/094-A-15	PEEJAY	NEW2	
1502	CNRL PEEJAY D- 088-H/094-A-15	PEEJAY	NEW2	
1503	CNRL ET AL PEEJAY D- 054-H/094-A-15	PEEJAY	NEW2	
1514	CNRL PEEJAY D- 042-H/094-A-15	PEEJAY	NEW2	
1525	CNRL PEEJAY D- 033-H/094-A-15	PEEJAY	NEW2	
1538	CNRL SR PEEJAY D- 097-H/094-A-15	PEEJAY	NEW2	
1584	CNRL ET AL PEEJAY B- 027-E/094-A-16	PEEJAY	NEW2	
1585	CNRL PEEJAY D- 031-H/094-A-15	PEEJAY	NEW2	
1598	CNRL ET AL PEEJAY B- 009-F/094-A-16	PEEJAY	NEW2	
1624	CNRL PEEJAY D- 008-E/094-A-16	PEEJAY	NEW2	
1635	CNRL ET AL CURRANT D- 016-C/094-A-16	PEEJAY	NEW2	
1658	CNRL ET AL W PEEJAY D- 093-G/094-A-15	PEEJAY	NEW2	
1678	CNRL ET AL PEEJAY D- 051-H/094-A-15	PEEJAY	NEW2	Yes
1699	CNRL ET AL PEEJAY D- 023-E/094-A-16	PEEJAY	NEW2	
1700	CNRL ET AL CURRANT D- 005-C/094-A-16	PEEJAY	NEW2	
1704	CNRL ET AL PEEJAY D- 001-E/094-A-16	PEEJAY	NEW2	
1706	CNRL ET AL PEEJAY D- 035-E/094-A-16	PEEJAY	NEW2	
1708	CNRL ET AL PEEJAY D- 092-D/094-A-16	PEEJAY	NEW2	
1715	CNRL ET AL PEEJAY D- 010-F/094-A-16	PEEJAY	NEW2	
1718	CNRL ET AL PEEJAY D- 026-E/094-A-16	PEEJAY	NEW2	
1722	CNRL ET AL PEEJAY D- 082-D/094-A-16	PEEJAY	NEW2	
1725	CNRL ET AL PEEJAY D- 093-D/094-A-16	PEEJAY	NEW2	
1735	CNRL ET AL PEEJAY D- 013-E/094-A-16	PEEJAY	NEW2	
1736	CNRL ET AL PEEJAY D- 012-E/094-A-16	PEEJAY	NEW2	
1737	CNRL ET AL PEEJAY B- 067-E/094-A-16	PEEJAY	NEW2	
1752	CNRL ET AL CURRANT B- 015-C/094-A-16	PEEJAY	NEW2	
1801	CNRL ET AL PEEJAY D- 062-H/094-A-15	PEEJAY	NEW2	
1815	CNRL WOLF D- 093-B/094-A-15	PEEJAY	NEW2	
1851	CNRL ET AL PEEJAY D- 071-H/094-A-15	PEEJAY	NEW2	
1874	CNRL WOLF D- 003-G/094-A-15	PEEJAY	NEW2	
1891	CNRL ET AL PEEJAY D- 070-C/094-A-16	PEEJAY	NEW2	
1921	CNRL ET AL CURRANT B- 026-C/094-A-16	PEEJAY	NEW2	
1931	CNRL ET AL PEEJAY D- 084-H/094-A-15	PEEJAY	NEW2	
1935	CNRL PEEJAY D- 060-C/094-A-16	PEEJAY	NEW2	
1960	CNRL ET AL PEEJAY D- 068-C/094-A-16	PEEJAY	NEW2	
1961	CNRL ET AL PEEJAY D- 059-C/094-A-16	PEEJAY	NEW2	
1971	CNRL ET AL PEEJAY B- 045-E/094-A-16	PEEJAY	NEW2	
2085	CNRL ET AL PEEJAY B- 048-E/094-A-16	PEEJAY	NEW2	
2092	CNRL ET AL PEEJAY B- 049-E/094-A-16	PEEJAY	NEW2	
2117	CNRL ET AL PEEJAY B- 069-E/094-A-16	PEEJAY	NEW2	
2141	CNRL ET AL PEEJAY D- 058-H/094-A-15	PEEJAY	NEW2	
2196	CNRL PEEJAY B- 050-E/094-A-16	PEEJAY	NEW2	
2214	CNRL ET AL CRUSH D- 039-F/094-A-16	PEEJAY	NEW2	
2280	CNRL PEEJAY B- 042-H/094-A-15	PEEJAY	NEW2	
2288	CNRL ET AL CRUSH D- 029-F/094-A-16	PEEJAY	NEW2	
2426	CNRL ET AL PEEJAY B- 047-E/094-A-16	PEEJAY	NEW2	
2430	CNRL ET AL PEEJAY B- 058-E/094-A-16	PEEJAY	NEW2	
2482	CNRL ET AL PEEJAY B- 068-E/094-A-16	PEEJAY	NEW2	
2483	CNRL ET AL PEEJAY B- 038-E/094-A-16	PEEJAY	NEW2	
2577	CNRL ET AL PEEJAY B- 028-E/094-A-16	PEEJAY	NEW2	
2578	CNRL ET AL PEEJAY B- 059-E/094-A-16	PEEJAY	NEW2	

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2589	CNRL ET AL PEEJAY B- 074-H/094-A-15	PEEJAY	NEW2	
2800	CNRL ET AL PEEJAY A- 092-D/094-A-16	PEEJAY	NEW2	
2937	CNRL ET AL CURRANT D- 007-C/094-A-16	PEEJAY	NEW2	
3085	CNRL ET AL PEEJAY B- 080-E/094-A-16	PEEJAY	NEW2	
3094	CNRL ET AL PEEJAY B- 085-H/094-A-15	PEEJAY	NEW2	
3096	CNRL ET AL PEEJAY B- 039-E/094-A-16	PEEJAY	NEW2	
3741	CNRL WOLF D- 094-B/094-A-15	PEEJAY	NEW2	
3975	CNRL PROV FOX D- 060-D/094-A-16	PEEJAY	NEW2	
4364	CNRL ET AL CRUSH B- 059-F/094-A-16	PEEJAY	NEW2	
4857	CNRL ET AL W CURRANT A- 025-D/094-A-16	PEEJAY	NEW2	
5831	CNRL ET AL PEEJAY C- 096-D/094-A-16	PEEJAY	NEW2	
6199	CNRL BEAVERTAIL D- 069-A/094-A-15	PEEJAY	NEW2	
6288	CNRL PEEJAY D- 089-H/094-A-15	PEEJAY	NEW2	
6337	CNRL PEEJAY D- 100-H/094-A-15	PEEJAY	NEW2	
6407	CNRL ET AL PEEJAY B- 068-C/094-A-16	PEEJAY	NEW2	
6440	CNRL ET AL PEEJAY B- 067-C/094-A-16	PEEJAY	NEW2	
6541	CNRL WEASEL D- 010-B/094-H-02	PEEJAY	NEW2	
6625	CNRL PEEJAY B- 077-C/094-A-16	PEEJAY	NEW2	
7774	CNRL CURRANT C- 004-C/094-A-16	PEEJAY	NEW2	
7829	CNRL PEEJAY C- 050-E/094-A-16	PEEJAY	NEW2	
7860	CNRL WOLF D- 092-B/094-A-15	PEEJAY	NEW2	
7938	CNRL PEEJAY C- 088-H/094-A-15	PEEJAY	NEW2	
7980	CNRL PEEJAY B- 075-D/094-A-16	PEEJAY	NEW2	
8029	CNRL PEEJAY B- 095-H/094-A-15	PEEJAY	NEW2	
8136	CNRL PEEJAY D- 061-E/094-A-16	PEEJAY	NEW2	
8830	CNRL W PEEJAY D- 033-G/094-A-15	PEEJAY	NEW2	
8842	CNRL W PEEJAY A- 052-G/094-A-15	PEEJAY	NEW2	
9016	CNRL BEAVERTAIL A- 050-A/094-A-15	PEEJAY	NEW2	
9277	CNRL PEEJAY A- 059-C/094-A-16	PEEJAY	NEW2	
9312	CNRL W CURRANT D- 023-D/094-A-16	PEEJAY	NEW2	
9341	CNRL BEAVERTAIL C- 049-A/094-A-15	PEEJAY	NEW2	
9350	CNRL BEAVERTAIL D- 058-A/094-A-15	PEEJAY	NEW2	
9355	CNRL BEAVERTAIL C- 052-B/094-A-15	PEEJAY	NEW2	
9899	CNRL BEAVERTAIL D- 050-A/094-A-15	PEEJAY	NEW2	
10327	CNRL W PEEJAY A- 057-G/094-A-15	PEEJAY	NEW2	
10328	CNRL W PEEJAY B- 024-G/094-A-15	PEEJAY	NEW2	
10329	CNRL W PEEJAY D- 036-G/094-A-15	PEEJAY	NEW2	
10372	CNRL HZ BEAVERTAIL A-A050-A/094-A-15	PEEJAY	NEW2	
10946	CNRL OSPREY D- 089-G/094-A-15	PEEJAY	RECL	Yes
11323	CNRL ET AL W PEEJAY B- 044-G/094-A-15	PEEJAY	NEW2	
11993	CNRL BUICK A- 021-A/094-A-15	PEEJAY	NEW2	
11998	CNRL BUICK A- 099-I/094-A-10	PEEJAY	NEW2	
12447	CNRL PENN WEST RIGEL C- 068-L/094-A-09	PEEJAY	NEW2	
12574	CNRL RIGEL B- 011-A/094-A-15	PEEJAY	NEW2	
12705	CNRL PEEJAY A- 078-E/094-A-16	PEEJAY	NEW2	
12897	CNRL BEAVERTAIL C- 050-A/094-A-15	PEEJAY	NEW2	
12973	CNRL WOLF B- 002-G/094-A-15	PEEJAY	NEW2	
17192	CNRL W CURRANT C- 065-L/094-A-09	PEEJAY	NEW2	
17244	CNRL PEEJAY C- 024-H/094-A-15	PEEJAY	NEW2	
17367	CNRL PEEJAY D- 099-D/094-A-16	PEEJAY	NEW2	
17546	CNRL RIGEL C- 052-I/094-A-10	PEEJAY	NEW2	
17933	CNRL CURRANT C- 012-D/094-A-16	PEEJAY	NEW2	
19734	CNRL DRAKE B- 053-D/094-H-01	PEEJAY	NEW2	
20180	CNRL PEEJAY D-A078-C/094-A-16	PEEJAY	NEW2	
23126	CNRL PEEJAY A-A080-E/094-A-16	PEEJAY	NEW2	
26340	CNRL W PEEJAY B- 021-G/094-A-15	PEEJAY	NEW2	

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26352	CNRL W PEEJAY C- 021-G/094-A-15	PEEJAY	NEW2	
28819	CNRL W PEEJAY C- 053-G/094-A-15	PEEJAY	NEW2	
28845	CNRL W PEEJAY D- 021-G/094-A-15	PEEJAY	NEW2	
29724	CNRL W PEEJAY B-A044-G/094-A-15	PEEJAY	NEW2	
29786	CNRL PEEJAY D-A003-E/094-A-16	PEEJAY	NEW2	
29788	CNRL PEEJAY D-A065-H/094-A-15	PEEJAY	NEW2	
29790	CNRL W PEEJAY A-A021-G/094-A-15	PEEJAY	NEW2	
33050	CNRL RIGEL D- 046-A/094-A-15	PEEJAY	NEW2	
33051	CNRL RIGEL C- 035-A/094-A-15	PEEJAY	NEW2	
4217	CNRL ET AL PRESPTOU C- 100-A/094-H-03	PRESPTOU	NEW	
4805	CNRL ET AL PRESPTOU D- 017-A/094-H-03	PRESPTOU	NEW	
9255	CNRL ET AL MIKE C- 028-H/094-H-03	PRESPTOU	NEW	
9320	CNRL ET AL PRESPTOU C- 058-B/094-H-03	PRESPTOU	NEW	
10050	CNRL HZ PRESPTOU B- 070-B/094-H-03	PRESPTOU	NEW	
11192	CNRL HZ PRESPTOU C- 067-B/094-H-03	PRESPTOU	NEW	
12949	CNRL UMBACH A- 086-C/094-H-03	PRESPTOU	NEW	
13912	CNRL PICKELL C- 038-I/094-H-03	PRESPTOU	NEW	
13913	CNRL PICKELL C- 016-I/094-H-03	PRESPTOU	NEW	
13915	CNRL PICKELL C- 018-I/094-H-03	PRESPTOU	NEW	
13920	CNRL PICKELL B- 015-I/094-H-03	PRESPTOU	NEW	
13944	CNRL PICKELL D- 086-H/094-H-03	PRESPTOU	NEW	
13950	CNRL PICKELL D- 047-I/094-H-03	PRESPTOU	NEW	
13951	CNRL PICKELL D- 095-H/094-H-03	PRESPTOU	NEW	
13952	CNRL PICKELL B- 093-H/094-H-03	PRESPTOU	NEW	
14726	CNRL MIKE B- 073-H/094-H-03	PRESPTOU	NEW	
14771	CNRL MIKE C- 053-H/094-H-03	PRESPTOU	NEW	
14772	CNRL MIKE B- 065-H/094-H-03	PRESPTOU	NEW	
14778	CNRL ET AL UMBACH D- 088-C/094-H-03	PRESPTOU	NEW	
14815	CNRL MIKE D-A043-H/094-H-03	PRESPTOU	NEW	
14831	CNRL ET AL BUICK D- 009-L/094-A-15	PRESPTOU	NEW	
15857	CNRL ET AL MIKE C- 067-H/094-H-03	PRESPTOU	NEW	
15896	CNRL PICKELL D- 040-I/094-H-03	PRESPTOU	NEW	
15956	CNRL ET AL FIREBIRD D-A099-A/094-H-03	PRESPTOU	NEW	
16040	CNRL ET AL FIREBIRD D-A059-A/094-H-03	PRESPTOU	NEW	
16821	CNRL BIRLEY C- 055-G/094-H-03	PRESPTOU	NEW	
16822	CNRL BIRLEY D- 004-G/094-H-03	PRESPTOU	NEW	
16846	CNRL BIRLEY C- 063-G/094-H-03	PRESPTOU	NEW	
16888	CNRL ET AL MIKE C- 069-H/094-H-03	PRESPTOU	NEW	
17007	CNRL MIKE A- 055-H/094-H-03	PRESPTOU	NEW	
17083	CNRL ET AL PICKELL D- 041-G/094-H-03	PRESPTOU	NEW	
17098	CNRL MIKE A- 075-H/094-H-03	PRESPTOU	NEW	
17124	CNRL ET AL PRESPTOU D- 063-B/094-H-03	PRESPTOU	NEW	
17134	CNRL MIKE A- 083-H/094-H-03	PRESPTOU	NEW	
17150	CNRL MIKE C- 085-H/094-H-03	PRESPTOU	NEW	
17348	CNRL MIKE B- 036-H/094-H-03	PRESPTOU	NEW	
17396	CNRL MIKE B- 031-H/094-H-03	PRESPTOU	NEW	
17398	CNRL MIKE C- 032-H/094-H-03	PRESPTOU	NEW	
17407	CNRL MIKE B- 045-H/094-H-03	PRESPTOU	NEW	
17424	CNRL ET AL FIREBIRD B- 007-H/094-H-03	PRESPTOU	NEW	
17926	CNRL PICKELL A- 076-H/094-H-03	PRESPTOU	NEW	
17927	CNRL PICKELL B- 005-I/094-H-03	PRESPTOU	NEW	
17928	CNRL PICKELL B- 025-I/094-H-03	PRESPTOU	NEW	
17929	CNRL PICKELL A- 004-I/094-H-03	PRESPTOU	NEW	
17930	CNRL PICKELL A- 017-I/094-H-03	PRESPTOU	NEW	
17984	CNRL PICKELL C- 077-H/094-H-03	PRESPTOU	NEW	
17987	CNRL PICKELL A- 019-I/094-H-03	PRESPTOU	NEW	

WA Number	Well Name	Field	Work to be done	Environmental Consideration
17988	CNRL PICKELL B- 037-I/094-H-03	PRESPTOU	NEW	
17989	CNRL PICKELL D- 029-I/094-H-03	PRESPTOU	NEW	
17991	CNRL PICKELL C- 048-I/094-H-03	PRESPTOU	NEW	
18003	CNRL PICKELL C- 049-I/094-H-03	PRESPTOU	NEW	
18184	CNRL ET AL PRESPTOU A- 092-B/094-H-03	PRESPTOU	NEW	
18244	CNRL ET AL PRESPTOU D- 053-B/094-H-03	PRESPTOU	NEW	
18246	CNRL ET AL PRESPTOU A- 085-B/094-H-03	PRESPTOU	NEW	
18247	CNRL ET AL BIRLEY C- 003-G/094-H-03	PRESPTOU	NEW	
18264	CNRL ET AL MIKE B- 059-H/094-H-03	PRESPTOU	NEW	
18265	CNRL ET AL MIKE A- 049-H/094-H-03	PRESPTOU	NEW	
18268	CNRL ET AL MIKE C- 026-H/094-H-03	PRESPTOU	NEW	
18275	CNRL ET AL PRESPTOU C- 076-B/094-H-03	PRESPTOU	NEW	
18276	CNRL ET AL PRESPTOU A- 072-B/094-H-03	PRESPTOU	NEW	
18313	CNRL ET AL PRESPTOU D- 055-B/094-H-03	PRESPTOU	NEW	
18396	CNRL ET AL MIKE C- 057-H/094-H-03	PRESPTOU	NEW	
18455	CNRL BIRLEY D- 052-G/094-H-03	PRESPTOU	NEW	
18456	CNRL BIRLEY C- 054-G/094-H-03	PRESPTOU	NEW	
18721	CNRL ET AL FIREBIRD A- 097-A/094-H-03	PRESPTOU	NEW	
18731	CNRL ET AL FIREBIRD D- 009-H/094-H-03	PRESPTOU	NEW	
18893	CNRL PICKELL C- 047-H/094-H-03	PRESPTOU	NEW	
18906	CNRL FIREBIRD B- 021-H/094-H-03	PRESPTOU	NEW	
18907	CNRL FIREBIRD B- 019-E/094-H-02	PRESPTOU	NEW	
18918	CNRL FIREBIRD A- 011-H/094-H-03	PRESPTOU	NEW	
18933	CNRL FIREBIRD A- 018-E/094-H-02	PRESPTOU	NEW	
18939	CNRL ET AL PRESPTOU A- 083-B/094-H-03	PRESPTOU	NEW	
18940	CNRL ET AL FIREBIRD C- 068-A/094-H-03	PRESPTOU	NEW	
19168	CNRL ET AL PRESPTOU D- 056-B/094-H-03	PRESPTOU	NEW	
19169	CNRL ET AL PRESPTOU D- 034-B/094-H-03	PRESPTOU	NEW	
19216	CNRL ET AL PRESPTOU C-A058-B/094-H-03	PRESPTOU	NEW	
19642	CNRL ET AL MIKE B- 020-H/094-H-03	PRESPTOU	NEW	
19661	CNRL ET AL MIKE C- 038-H/094-H-03	PRESPTOU	NEW	
19662	CNRL ET AL MIKE D- 016-H/094-H-03	PRESPTOU	NEW	
19667	CNRL ET AL PRESPTOU A- 074-B/094-H-03	PRESPTOU	NEW	
19669	CNRL ET AL PRESPTOU D- 054-B/094-H-03	PRESPTOU	NEW	
20416	CNRL PICKELL B- 034-H/094-H-03	PRESPTOU	NEW	
20430	CNRL PICKELL B- 037-H/094-H-03	PRESPTOU	NEW	
20525	CNRL PICKELL A- 014-G/094-H-03	PRESPTOU	NEW	
20527	CNRL PICKELL D- 010-H/094-H-03	PRESPTOU	NEW	
20529	CNRL PICKELL A- 012-G/094-H-03	PRESPTOU	NEW	
20548	CNRL PICKELL A- 096-B/094-H-03	PRESPTOU	NEW	
20572	CNRL PICKELL D- 066-A/094-H-03	PRESPTOU	NEW	
20649	CNRL PICKELL D-A057-A/094-H-03	PRESPTOU	NEW	
20759	CNRL ET AL PICKELL B- 069-A/094-H-03	PRESPTOU	NEW	
20973	CNRL ET AL PRESPTOU A- 010-A/094-H-03	PRESPTOU	NEW	
20981	CNRL ET AL PICKELL A- 098-A/094-H-03	PRESPTOU	NEW	
21055	CNRL ET AL PICKELL D-A056-H/094-H-03	PRESPTOU	NEW	
21108	CNRL ET AL FIREBIRD A- 096-A/094-H-03	PRESPTOU	NEW	
21428	CNRL ET AL PICKELL D- 008-H/094-H-03	PRESPTOU	NEW	
21504	CNRL ET AL PICKELL D- 066-H/094-H-03	PRESPTOU	NEW	
21505	CNRL ET AL PICKELL B- 068-H/094-H-03	PRESPTOU	NEW	
21996	CNRL ET AL PRESPTOU D- 027-A/094-H-03	PRESPTOU	NEW	
22005	CNRL PICKELL C- 043-A/094-H-03	PRESPTOU	NEW	
22205	CNRL PICKELL A- 031-A/094-H-03	PRESPTOU	NEW	
22597	CNRL PICKELL D- 041-J/094-H-03	PRESPTOU	NEW	
22652	CNRL PICKELL D- 024-I/094-H-03	PRESPTOU	NEW	
23121	CNRL PICKELL C- 041-H/094-H-03	PRESPTOU	NEW	

WA Number	Well Name	Field	Work to be done	Environmental Consideration
23264	CNRL FIREBIRD C- 029-E/094-H-02	PRESPTOU	NEW	
23278	CNRL ET AL PRESPTOU A- 014-B/094-H-03	PRESPTOU	NEW	
23280	CNRL ET AL PRESPTOU C- 002-B/094-H-03	PRESPTOU	NEW	
23351	CNRL ET AL PRESPTOU A- 093-C/094-H-03	PRESPTOU	NEW	
24218	CNRL ET AL UMBACH C- 023-D/094-H-03	PRESPTOU	NEW	
24365	CNRL ET AL PRESPTOU D- 001-B/094-H-03	PRESPTOU	NEW	
29262	CNRL HZ NIG D- 062-G/094-H-04	PRESPTOU	NEW	
14519	CNRL UMBACH B- 084-C/094-H-03	PRESPTOU NONOP	RECL	Yes
15863	CNRL ET AL UMBACH B- 099-F/094-H-03	PRESPTOU NONOP	RECL2	
16864	CNRL UMBACH B- 017-L/094-H-03	PRESPTOU NONOP	RECL2	
20251	CNRL PRESPTOU B- 001-A/094-H-03	PRESPTOU NONOP	ABN	Yes
85	CNRL N RED 09-36-085-22	RED CREEK	RECL	Yes
4488	CNRL N RED 10-12-086-22	RED CREEK	NEW2	
4605	CNRL RED 10-30-086-21	RED CREEK	NEW2	
6377	CNRL N RED 11-18-086-21	RED CREEK	NEW2	
10170	CNRL HZ N RED 10-05-086-21	RED CREEK	RECL	Yes
10575	CNRL N RED 15-01-086-22	RED CREEK	NEW2	
11516	CNRL N RED 14-18-086-21	RED CREEK	RECL	Yes
11780	CNRL N RED 12-16-086-21	RED CREEK	NEW2	
16539	CNRL N RED CREEK 06-13-086-22	RED CREEK	NEW2	
23355	CNRL N RED 08-13-086-22	RED CREEK	NEW2	
23365	CNRL N RED 01-18-086-21	RED CREEK	NEW2	
160	CNRL ET AL E RIGEL 13-26-088-16	RIGEL EAST	ABN/RECL	
1192	CNRL ET AL E RIGEL 10-12-088-16	RIGEL EAST	ABN/RECL	Yes
1275	CNRL ET AL E RIGEL 06-23-088-16	RIGEL EAST	ABN	Yes
4210	CNRL E RIGEL 06-31-088-15	RIGEL EAST	RECL	Yes
4654	CNRL TURBO OSBORN 06-34-088-15	RIGEL EAST	ABN	Yes
6240	CNRL ET AL E RIGEL 11-01-088-16	RIGEL EAST	RECL	Yes
6421	CNRL E RIGEL 07-30-088-15	RIGEL EAST	ABN	Yes
6770	CNRL ET AL RIGEL 11-28-088-16	RIGEL EAST	ABN	Yes
7059	CNRL RIGEL 04-28-088-16	RIGEL EAST	ABN	Yes
7102	CNRL ET AL RIGEL 13-28-088-16	RIGEL EAST	RECL2	
7228	CNRL ET AL RIGEL 15-29-088-16	RIGEL EAST	ABN	Yes
7440	CNRL ET AL RIGEL 12-21-088-16	RIGEL EAST	RECL2	
7703	CNRL ET AL RIGEL 09-20-088-16	RIGEL EAST	ABN	Yes
7739	CNRL RIGEL 14-09-088-16	RIGEL EAST	ABN	
7764	CNRL E RIGEL 16-17-088-15	RIGEL EAST	ABN	
8253	CNRL RIGEL 01-16-088-16	RIGEL EAST	RECL	
9923	CNRL HZ RIGEL A04-33-088-16	RIGEL EAST	ABN	Yes
10034	CNRL MUSKRAT 10-23-087-18	RIGEL EAST	RECL	Yes
11380	CNRL ET AL RIGEL 14-28-088-16	RIGEL EAST	ABN	Yes
11391	CNRL ET AL RIGEL A04-28-088-16	RIGEL EAST	ABN	Yes
12109	CNRL ET AL E RIGEL 08-26-088-16	RIGEL EAST	ABN	Yes
12894	CNRL ET AL E RIGEL 08-21-088-15	RIGEL EAST	ABN	Yes
13091	CNRL RIGEL 13-01-088-16	RIGEL EAST	ABN/RECL	Yes
21067	CNRL E RIGEL 10-09-088-15	RIGEL EAST	ABN	Yes
21739	CNRL E RIGEL 06-15-088-15	RIGEL EAST	RECL	Yes
4370	CNRL ET AL DAHL B- 062-A/094-H-10	RING BORDER BC	RECL	Yes
4646	CNRL ET AL RING B- 062-I/094-H-09	RING BORDER BC	RECL2	Yes
5242	CNRL ET AL RING D- 032-J/094-H-09	RING BORDER BC	RECL2	Yes
7032	CNRL ET AL RING D- 079-F/094-H-16	RING BORDER BC	RECL2	Yes
7261	CNRL ET AL RING C- 032-E/094-H-16	RING BORDER BC	RECL2	Yes
7377	CNRL RING B- 002-L/094-H-16	RING BORDER BC	RECL2	Yes
8011	CNRL ET AL RING C- 014-A/094-H-16	RING BORDER BC	RECL2	Yes
9088	CNRL BURN B- 010-B/094-H-13	RING BORDER BC	RECL2	
10164	CNRL ET AL RING D- 026-A/094-H-09	RING BORDER BC	RECL2	Yes

WA Number	Well Name	Field	Work to be done	Environmental Consideration
10923	CNRL ET AL CHINCHAGA C- 055-B/094-H-09	RING BORDER BC	RECL2	Yes
10926	CNRL ET AL RING C- 021-G/094-H-09	RING BORDER BC	RECL2	Yes
11661	CNRL ET AL RING B- 050-J/094-H-09	RING BORDER BC	RECL2	Yes
11664	CNRL ET AL RING D- 079-G/094-H-09	RING BORDER BC	RECL2	Yes
11833	CNRL RING A- 074-L/094-H-16	RING BORDER BC	RECL2	Yes
11872	CNRL ET AL RING D- 087-I/094-H-09	RING BORDER BC	RECL2	Yes
12321	CNRL RING D- 043-L/094-H-09	RING BORDER BC	RECL2	Yes
12673	CNRL ET AL RING D- 078-A/094-H-09	RING BORDER BC	RECL2	Yes
12685	CNRL ET AL RING C- 026-H/094-H-09	RING BORDER BC	RECL2	Yes
12708	CNRL GUTAH B- 088-D/094-H-14	RING BORDER BC	RECL2	Yes
12719	CNRL KATAH D- 096-C/094-H-14	RING BORDER BC	RECL2	Yes
12720	CNRL GUTAH C- 062-G/094-H-14	RING BORDER BC	RECL2	Yes
13095	CNRL RING D- 095-L/094-H-09	RING BORDER BC	RECL2	Yes
13190	CNRL DAHL A- 023-E/094-H-09	RING BORDER BC	RECL2	Yes
13238	CNRL RING B- 009-D/094-H-16	RING BORDER BC	RECL2	Yes
13266	CNRL ET AL DAHL D- 087-C/094-H-09	RING BORDER BC	RECL2	Yes
13686	CNRL ET AL RING B- 012-H/094-H-16	RING BORDER BC	RECL2	Yes
13687	CNRL ET AL RING B-A064-C/094-H-16	RING BORDER BC	RECL2	Yes
13691	CNRL ET AL RING C- 046-G/094-H-16	RING BORDER BC	RECL2	Yes
14294	CNRL KAHNTAH D- 076-J/094-H-10	RING BORDER BC	RECL2	Yes
14808	CNRL RING B- 074-L/094-H-09	RING BORDER BC	RECL	Yes
15173	CNRL KAHNTAH D- 036-G/094-H-15	RING BORDER BC	RECL2	Yes
16020	CNRL GUTAH D- 091-G/094-H-14	RING BORDER BC	RECL2	Yes
17309	CNRL GUTAH D- 088-K/094-H-10	RING BORDER BC	RECL2	Yes
17313	CNRL KAHNTAH D- 097-G/094-H-15	RING BORDER BC	RECL2	Yes
17439	CNRL KAHNTAH C- 063-G/094-H-15	RING BORDER BC	RECL2	Yes
17539	CNRL GUTAH B- 038-G/094-H-14	RING BORDER BC	RECL2	Yes
17540	CNRL GUTAH B- 009-G/094-H-14	RING BORDER BC	RECL2	Yes
17596	CNRL GUTAH A- 014-D/094-H-14	RING BORDER BC	RECL2	Yes
18365	CNRL KAHNTAH C- 042-G/094-H-15	RING BORDER BC	RECL2	Yes
18661	CNRL GUTAH C- 092-L/094-H-10	RING BORDER BC	RECL2	Yes
18676	CNRL ET AL RING C- 008-A/094-H-16	RING BORDER BC	RECL2	Yes
18895	CNRL GUTAH D- 068-K/094-H-10	RING BORDER BC	RECL2	Yes
18904	CNRL GUTAH C- 086-K/094-H-10	RING BORDER BC	RECL2	Yes
19031	CNRL GUTAH C- 055-D/094-H-15	RING BORDER BC	RECL2	Yes
19051	CNRL GUTAH A- 060-J/094-H-10	RING BORDER BC	RECL2	Yes
20163	CNRL GUTAH D- 048-D/094-H-15	RING BORDER BC	RECL2	Yes
20313	CNRL ET AL RING C- 010-H/094-H-16	RING BORDER BC	RECL2	Yes
20384	CNRL GUTAH C- 083-L/094-H-11	RING BORDER BC	RECL2	Yes
20533	CNRL GUTAH A- 093-K/094-H-11	RING BORDER BC	RECL2	Yes
20669	CNRL RING D- 046-I/094-H-16	RING BORDER BC	RECL2	Yes
22215	CNRL ET AL RING A- 068-K/094-H-16	RING BORDER BC	RECL2	Yes
22284	CNRL SILVER C- 003-D/094-H-14	RING BORDER BC	RECL2	Yes
22534	CNRL GUTAH D- 073-K/094-H-11	RING BORDER BC	RECL2	Yes
23444	CNRL ET AL RING A- 085-K/094-H-16	RING BORDER BC	RECL2	Yes
23447	CNRL ET AL RING D- 028-K/094-H-16	RING BORDER BC	RECL2	Yes
23455	CNRL GUTAH B- 037-K/094-H-10	RING BORDER BC	RECL2	Yes
23512	CNRL ET AL RING C- 099-J/094-H-09	RING BORDER BC	RECL2	Yes
24770	CNRL GUTAH B- 005-D/094-H-15	RING BORDER BC	RECL2	Yes
24774	CNRL GUTAH C- 077-L/094-H-10	RING BORDER BC	RECL2	Yes
24897	CNRL GUTAH D- 059-L/094-H-10	RING BORDER BC	RECL2	Yes
1330	CNRL HUSKY ELBOW D- 013-E/094-G-02	SIKANNI	RECL2	
2185	CNRL MOOSELICK B- 008-K/094-G-02	SIKANNI	RECL2	
3648	CNRL SIKANNI C- 054-B/094-G-07	SIKANNI	RECL2	
6506	CNRL ELBOW C- 091-D/094-G-02	SIKANNI	RECL2	
3391	CNRL SIKANNI B- 077-L/094-G-02	SIKANNI NONOP	RECL2	

WA Number	Well Name	Field	Work to be done	Environmental Consideration
5089	CNRL N JULIENNE B- 005-I/094-G-02	SIKANNI NONOP	RECL2	
5371	CNRL POCKETKNIFE A- 059-I/094-G-06	SIKANNI NONOP	RECL2	
5495	CNRL SIKANNI B- 007-H/094-G-06	SIKANNI NONOP	RECL2	
5769	CNRL SIKANNI D- 073-I/094-G-03	SIKANNI NONOP	RECL2	
5787	CNRL SIKANNI A- 032-I/094-G-03	SIKANNI NONOP	RECL2	
5797	CNRL SIKANNI B- 014-A/094-G-06	SIKANNI NONOP	RECL2	
5810	CNRL SIKANNI D- 053-I/094-G-03	SIKANNI NONOP	RECL2	
5875	CNRL IMP SIKANNI C- 033-L/094-G-02	SIKANNI NONOP	RECL2	
6118	CNRL SIKANNI B- 043-A/094-G-06	SIKANNI NONOP	RECL2	
6302	CNRL SIKANNI B- 046-L/094-G-02	SIKANNI NONOP	RECL2	
6317	CNRL SIKANNI A- 094-I/094-G-03	SIKANNI NONOP	RECL2	
6969	CNRL SIKANNI D- 075-A/094-G-06	SIKANNI NONOP	RECL2	
7003	CNRL SIKANNI C- 041-I/094-G-03	SIKANNI NONOP	RECL2	
8463	CNRL SIKANNI D- 094-H/094-G-03	SIKANNI NONOP	RECL2	
8791	CNRL SIKANNI D- 052-I/094-G-03	SIKANNI NONOP	RECL2	
8894	CNRL NUMAC SIKANNI A- 057-H/094-G-03	SIKANNI NONOP	RECL2	
8905	CNRL SIKANNI D- 005-I/094-G-03	SIKANNI NONOP	RECL2	
9487	CNRL HZ SIKANNI D- 065-A/094-G-06	SIKANNI NONOP	RECL2	
10038	CNRL ET AL CHICKEN B- 033-B/094-G-06	SIKANNI NONOP	RECL2	
12706	CNRL PC SIKANNI C- 033-J/094-G-03	SIKANNI NONOP	RECL2	
14928	CNRL SASQUATCH C-A056-E/094-G-01	SIKANNI NONOP	RECL2	
3744	CNRL SILVER C- 020-C/094-H-11	SILVER	RECL	Yes
3835	CNRL SILVER A- 023-C/094-H-11	SILVER	RECL	Yes
3886	CNRL SILVER D- 019-B/094-H-11	SILVER	RECL2	Yes
4710	CNRL ET AL SILVER B- 070-K/094-H-06	SILVER	RECL2	Yes
6807	CNRL SILVER B- 068-K/094-H-06	SILVER	RECL2	Yes
7048	CNRL SILVER B- 028-C/094-H-11	SILVER	RECL2	Yes
8519	CNRL ET AL MARS A- 060-H/094-H-11	SILVER	RECL2	Yes
9106	CNRL SILVER A- 021-C/094-H-11	SILVER	RECL2	Yes
9551	CNRL CONROY B- 064-E/094-H-11	SILVER	RECL2	Yes
11822	CNRL KATAH C- 020-K/094-H-11	SILVER	RECL2	Yes
11904	CNRL SILVER B- 087-I/094-H-05	SILVER	RECL2	
12500	CNRL SILVER C- 056-L/094-H-06	SILVER	RECL2	
12716	CNRL PEPPER C- 088-F/094-H-11	SILVER	RECL2	Yes
12890	CNRL ET AL SILVER D-A083-C/094-H-11	SILVER	RECL2	Yes
12903	CNRL ET AL SILVER A- 006-F/094-H-11	SILVER	RECL2	Yes
12904	CNRL ET AL SILVER A- 045-F/094-H-11	SILVER	RECL2	Yes
18492	CNRL SILVER B- 030-B/094-H-11	SILVER	RECL	Yes
18887	CNRL ET AL SILVER B- 028-D/094-H-14	SILVER	RECL2	Yes
19221	CNRL GUTAH B- 046-K/094-H-11	SILVER	RECL2	Yes
20368	CNRL SILVER C- 041-E/094-H-11	SILVER	RECL2	Yes
20392	CNRL SILVER C- 044-F/094-H-11	SILVER	RECL2	Yes
20403	CNRL SILVER C- 038-F/094-H-11	SILVER	RECL2	Yes
20407	CNRL SILVER C- 076-C/094-H-11	SILVER	RECL2	Yes
20419	CNRL SILVER A- 017-G/094-H-11	SILVER	RECL2	Yes
20424	CNRL SILVER A- 094-E/094-H-11	SILVER	RECL2	Yes
20427	CNRL SILVER C- 010-G/094-H-11	SILVER	RECL2	Yes
20466	CNRL SILVER C- 053-C/094-H-11	SILVER	RECL2	Yes
20535	CNRL CONROY B- 074-G/094-H-12	SILVER	ABN	Yes
20536	CNRL CONROY D- 100-H/094-H-12	SILVER	RECL2	
20796	CNRL SILVER A- 015-E/094-H-11	SILVER	RECL2	Yes
20835	CNRL SILVER A- 013-E/094-H-11	SILVER	RECL2	Yes
20837	CNRL SILVER C- 026-E/094-H-11	SILVER	ABN	Yes
20839	CNRL SILVER C- 021-E/094-H-11	SILVER	RECL2	Yes
444	CNRL ET AL SIPHON 11-27-086-16	SIPHON-BC	NEW2	
2446	CNRL SIPHON 10-12-087-16	SIPHON-BC	NEW2	

WA Number	Well Name	Field	Work to be done	Environmental Consideration
2581	CNRL ET AL SIPHON 07-34-086-16	SIPHON-BC	NEW2	
2952	CNRL ET AL SIPHON 06-02-087-16	SIPHON-BC	RECL	Yes
2972	CNRL ET AL SIPHON 07-33-086-16	SIPHON-BC	NEW2	
3055	CNRL SIPHON 07-31-086-16	SIPHON-BC	NEW2	
3077	CNRL ET AL SIPHON 07-03-087-16	SIPHON-BC	NEW2	
3100	CNRL ET AL SIPHON 06-11-087-16	SIPHON-BC	RECL	Yes
3118	CNRL ET AL SIPHON A07-33-086-16	SIPHON-BC	NEW2	
3133	CNRL ET AL SIPHON 11-28-086-16	SIPHON-BC	NEW2	
3449	CNRL ET AL E SIPHON 10-33-086-15	SIPHON-BC	NEW2	
3550	CNRL ET AL E SIPHON 10-32-086-15	SIPHON-BC	NEW2	
3578	CNRL ET AL E SIPHON 11-27-086-15	SIPHON-BC	NEW2	
3609	CNRL ET AL E SIPHON 10-31-086-15	SIPHON-BC	NEW2	
3784	CNRL ET AL E SIPHON 10-28-086-15	SIPHON-BC	RECL	Yes
3939	CNRL ET AL E SIPHON 07-05-087-15	SIPHON-BC	NEW2	
4048	CNRL ET AL SIPHON 06-32-086-16	SIPHON-BC	NEW2	
4137	CNRL ET AL GOPHER 06-25-085-16	SIPHON-BC	NEW2	
4377	CNRL SIPHON 11-25-087-16	SIPHON-BC	RECL	Yes
4387	CNRL SIPHON A10-12-087-16	SIPHON-BC	NEW2	
4523	CNRL ET AL HZ SIPHON 12-27-086-16	SIPHON-BC	NEW2	
5021	CNRL ET AL SIPHON 07-25-087-16	SIPHON-BC	NEW2	
5583	CNRL ET AL SIPHON 07-14-087-16	SIPHON-BC	NEW2	
5948	CNRL ET AL SIPHON 08-24-087-16	SIPHON-BC	RECL	
6052	CNRL ET AL SIPHON 08-23-087-16	SIPHON-BC	RECL	
8792	CNRL SIPHON 14-22-086-16	SIPHON-BC	NEW2	
8860	CNRL DEVON SIPHON 11-34-086-16	SIPHON-BC	NEW2	
9497	CNRL SIPHON 07-04-086-16	SIPHON-BC	RECL	Yes
9954	CNRL ET AL SIPHON 10-19-086-16	SIPHON-BC	RECL	Yes
10573	CNRL ET AL HZ SIPHON B07-33-086-16	SIPHON-BC	NEW2	
10772	CNRL ET AL HZ SIPHON A11-28-086-16	SIPHON-BC	NEW2	
11177	CNRL SIPHON 01-12-086-16	SIPHON-BC	NEW2	
14660	CNRL ET AL SIPHON 15-36-086-16	SIPHON-BC	NEW2	
15805	CNRL SIPHON 13-20-086-16	SIPHON-BC	RECL	Yes
16104	CNRL SIPHON 10-23-086-16	SIPHON-BC	NEW2	
19768	CNRL SIPHON 15-05-086-16	SIPHON-BC	RECL	Yes
15036	SUKUNKA HZ SUKUNKA D- 050-C/093-P-05	SNRI WEST SUKUNKA	RECL	Yes
5064	CNRL ET AL BUICK B-A022-L/094-A-10	SOUTH EAST BUICK	ABN	Yes
11411	CNRL ET AL BUICK A- 032-L/094-A-10	SOUTH EAST BUICK	RECL2	
12139	CNRL ET AL BUICK 05-35-088-19	SOUTH EAST BUICK	ABN/RECL	Yes
12166	CNRL ET AL BUICK 05-36-088-19	SOUTH EAST BUICK	ABN	Yes
12868	CNRL BUICK D- 031-L/094-A-10	SOUTH EAST BUICK	ABN/RECL	Yes
21141	CNRL ET AL BUICK 09-35-088-19	SOUTH EAST BUICK	RECL2	
21155	CNRL ET AL BUICK D- 027-L/094-A-10	SOUTH EAST BUICK	RECL2	
21156	CNRL BUICK D- 025-L/094-A-10	SOUTH EAST BUICK	RECL2	
15253	CNRL ET AL N BUICK B- 094-G/094-A-14	SOUTH PRESPATOU	ABN/WER	Yes
15882	CNRL BUICK A- 024-L/094-A-15	SOUTH PRESPATOU	ABN/WER	Yes
18821	CNRL ET AL BUICK D- 093-G/094-A-14	SOUTH PRESPATOU	ABN/WER	Yes
19933	CNRL ET AL BUICK A-A025-J/094-A-14	SOUTH PRESPATOU	ABN/WER	Yes
19935	CNRL ET AL BUICK D- 022-J/094-A-14	SOUTH PRESPATOU	ABN/WER	Yes
20079	CNRL BUICK D- 030-L/094-A-15	SOUTH PRESPATOU	ABN/WER	Yes
20201	CNRL ET AL PRESPATOU D- 066-J/094-A-14	SOUTH PRESPATOU	ABN/WER	
20905	CNRL ET AL PRESPATOU A- 068-I/094-A-14	SOUTH PRESPATOU	ABN/WER	Yes
20952	CNRL ET AL OSPREY C- 024-L/094-A-15	SOUTH PRESPATOU	ABN/WER	Yes
20958	CNRL ET AL BUICK A- 047-L/094-A-15	SOUTH PRESPATOU	ABN/WER	
20974	CNRL ET AL PRESPATOU C- 088-I/094-A-14	SOUTH PRESPATOU	ABN/WER	Yes
21050	CNRL ET AL N BUICK C- 033-J/094-A-14	SOUTH PRESPATOU	ABN/WER	Yes
21099	CNRL BUICK D- 028-L/094-A-15	SOUTH PRESPATOU	ABN/WER	Yes

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21237	CNRL PRESPTOU B- 094-I/094-A-14	SOUTH PRESPTOU	ABN/WER	Yes
21264	CNRL BUICK A- 043-I/094-A-14	SOUTH PRESPTOU	ABN/WER	Yes
21475	CNRL ET AL BUICK D- 034-I/094-A-14	SOUTH PRESPTOU	ABN/WER	Yes
21502	CNRL ET AL BUICK B- 023-J/094-A-14	SOUTH PRESPTOU	ABN/WER	Yes
21627	CNRL ET AL BUICK D- 016-J/094-A-14	SOUTH PRESPTOU	ABN/WER	Yes
21669	CNRL ET AL PICKELL D- 038-A/094-H-03	SOUTH PRESPTOU	ABN/WER	Yes
21686	CNRL ET AL PICKELL A- 040-A/094-H-03	SOUTH PRESPTOU	ABN/WER	Yes
21800	CNRL ET AL PRESPTOU B- 011-B/094-H-03	SOUTH PRESPTOU	ABN/WER	Yes
21972	CNRL BUICK B- 045-L/094-A-15	SOUTH PRESPTOU	ABN/WER	
21992	CNRL ET AL PICKELL C- 036-A/094-H-03	SOUTH PRESPTOU	ABN/WER	Yes
22013	CNRL BUICK D- 022-I/094-A-14	SOUTH PRESPTOU	ABN/WER	Yes
22019	CNRL ET AL OSPREY C- 012-L/094-A-15	SOUTH PRESPTOU	ABN/WER	Yes
22035	CNRL ET AL PRESPTOU B- 070-I/094-A-14	SOUTH PRESPTOU	ABN/WER	Yes
22043	CNRL ET AL PRESPTOU A- 077-J/094-A-14	SOUTH PRESPTOU	ABN/WER	Yes
22192	CNRL BUICK A-A040-L/094-A-15	SOUTH PRESPTOU	ABN/WER	Yes
22256	CNRL BUICK C- 055-I/094-A-14	SOUTH PRESPTOU	ABN/WER	Yes
22626	CNRL OSPREY D-A030-K/094-A-15	SOUTH PRESPTOU	ABN/WER	Yes
23093	CNRL ET AL BUICK A- 095-G/094-A-14	SOUTH PRESPTOU	ABN/WER	Yes
23113	CNRL BUICK B- 022-I/094-A-14	SOUTH PRESPTOU	ABN/WER	Yes
23128	CNRL ET AL PRESPTOU C- 065-J/094-A-14	SOUTH PRESPTOU	ABN/WER	Yes
23215	CNRL ET AL N BUICK A- 006-J/094-A-14	SOUTH PRESPTOU	ABN/WER	Yes
23260	CNRL ET AL PRESPTOU A- 047-I/094-A-14	SOUTH PRESPTOU	ABN/WER	Yes
23322	CNRL ET AL PRESPTOU D- 069-I/094-A-14	SOUTH PRESPTOU	ABN/WER	Yes
24346	CNRL ET AL N BUICK D- 026-J/094-A-14	SOUTH PRESPTOU	ABN/WER	Yes
25541	CNRL ET AL BUICK A- 015-J/094-A-14	SOUTH PRESPTOU	ABN/WER	Yes
4130	CNRL W STODDART 06-03-086-20	SOUTH STODDART	RECL	Yes
4320	CNRL W STODDART 06-33-085-20	SOUTH STODDART	RECL	Yes
5042	CNRL ET AL W STODDART 08-27-085-20	SOUTH STODDART	RECL	Yes
5773	CNRL STODDART 14-33-085-20	SOUTH STODDART	RECL	Yes
5854	CNRL MALLARD 08-07-085-19	SOUTH STODDART	RECL	Yes
6483	CNRL ET AL W STODDART 10-27-085-20	SOUTH STODDART	RECL	Yes
7045	CNRL ET AL W STODDART 04-27-085-20	SOUTH STODDART	RECL	Yes
7091	CNRL ET AL W STODDART 09-27-085-20	SOUTH STODDART	RECL	Yes
10270	CNRL RED 06-11-085-21	SOUTH STODDART	RECL	Yes
11420	CNRL S STODDART 14-18-085-19	SOUTH STODDART	RECL	Yes
12248	CNRL W STODDART 09-28-085-20	SOUTH STODDART	RECL	Yes
14495	CNRL W STODDART 14-01-086-21	SOUTH STODDART	RECL	Yes
1770	CNRL STODDART 06-17-086-19	STODDART 11-8	NEW2	
1902	CNRL STODDART 11-08-086-19	STODDART 11-8	NEW2	
4401	CNRL ET AL STODDART 07-03-086-19	STODDART 11-8	NEW2	
4580	CNRL STODDART 11-20-086-19	STODDART 11-8	RECL	Yes
4728	CNRL ET AL STODDART 06-33-085-19	STODDART 11-8	NEW2	
5071	CNRL STODDART 06-04-086-19	STODDART 11-8	NEW2	
10577	CNRL W STODDART 04-24-087-21	STODDART 11-8	NEW2	
12674	CNRL STODDART 13-28-085-19	STODDART 11-8	NEW2	
15026	CNRL STODDART 09-28-085-19	STODDART 11-8	NEW2	
4519	CNRL ET AL SILVERBERRY 10-29-088-20	STODDART WEST	ABN	Yes
6367	CNRL ET AL W STODDART A07-21-087-20	STODDART WEST	RECL	Yes
6645	CNRL ET AL W STODDART 10-23-087-21	STODDART WEST	RECL	Yes
4359	CNRL TOMMY D- 057-I/094-G-09	TOMMY LAKES	RECL	Yes
4733	CNRL TOMMY B- 082-J/094-G-09	TOMMY LAKES	RECL	Yes
4830	CNRL TOMMY A- 021-J/094-G-09	TOMMY LAKES	RECL	Yes
4836	CNRL TOMMY D- 015-I/094-G-09	TOMMY LAKES	RECL2	
5067	CNRL TOMMY D- 095-H/094-G-09	TOMMY LAKES	RECL	Yes
5113	CNRL TOMMY D- 091-G/094-G-09	TOMMY LAKES	RECL	
5192	CNRL TOMMY A- 069-L/094-H-12	TOMMY LAKES	RECL	Yes

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5226	CNRL TOMMY D- 079-H/094-G-09	TOMMY LAKES	RECL	Yes
5250	CNRL TOMMY A- 047-G/094-G-09	TOMMY LAKES	RECL	Yes
5266	CNRL ET AL TOMMY B- 064-J/094-G-09	TOMMY LAKES	RECL	Yes
5283	CNRL TOMMY B- 022-G/094-G-09	TOMMY LAKES	RECL2	
7305	CNRL TOMMY D- 035-I/094-G-09	TOMMY LAKES	RECL	Yes
7314	CNRL TOMMY A- 063-I/094-G-09	TOMMY LAKES	RECL	Yes
7593	CNRL TOMMY A- 023-I/094-G-09	TOMMY LAKES	RECL	Yes
7594	CNRL TOMMY B- 028-I/094-G-09	TOMMY LAKES	RECL	Yes
7629	CNRL TOMMY A- 041-I/094-G-09	TOMMY LAKES	RECL	Yes
7630	CNRL TOMMY D- 059-I/094-G-09	TOMMY LAKES	RECL	Yes
7667	CNRL TOMMY A- 009-I/094-G-09	TOMMY LAKES	RECL	Yes
8498	CNRL TOMMY A- 043-I/094-G-09	TOMMY LAKES	RECL	Yes
8500	CNRL TOMMY A- 085-I/094-G-09	TOMMY LAKES	RECL	Yes
8544	CNRL TOMMY B- 049-L/094-H-12	TOMMY LAKES	RECL	Yes
8945	CNRL TOMMY D- 017-L/094-H-12	TOMMY LAKES	RECL2	
9141	CNRL TOMMY A- 083-I/094-G-09	TOMMY LAKES	RECL	Yes
10051	CNRL TOMMY B- 026-I/094-G-09	TOMMY LAKES	RECL	Yes
10052	CNRL TOMMY B- 046-I/094-G-09	TOMMY LAKES	RECL	Yes
10117	CNRL ET AL TOMMY C- 035-L/094-H-12	TOMMY LAKES	RECL2	
10140	CNRL ET AL TOMMY A- 067-L/094-H-12	TOMMY LAKES	RECL2	
10172	CNRL CONROY B- 051-J/094-H-12	TOMMY LAKES	RECL2	
10528	CNRL TOMMY D- 051-J/094-G-09	TOMMY LAKES	RECL	Yes
10548	CNRL TOMMY D- 039-I/094-G-09	TOMMY LAKES	RECL	Yes
10802	CNRL TOMMY C- 031-J/094-G-09	TOMMY LAKES	RECL	Yes
11012	CNRL TOMMY A- 081-I/094-G-09	TOMMY LAKES	RECL	Yes
11058	CNRL TOMMY A- 015-A/094-G-16	TOMMY LAKES	RECL2	
11077	CNRL TOMMY B- 097-L/094-H-12	TOMMY LAKES	RECL	Yes
11824	CNRL TOMMY D- 007-I/094-G-09	TOMMY LAKES	RECL	Yes
11825	CNRL TOMMY B- 061-I/094-G-09	TOMMY LAKES	RECL	Yes
11826	CNRL TOMMY B- 022-J/094-G-09	TOMMY LAKES	RECL	Yes
11827	CNRL TOMMY D- 087-H/094-G-09	TOMMY LAKES	RECL	Yes
11940	CNRL TOMMY B- 080-I/094-G-09	TOMMY LAKES	RECL	Yes
12568	CNRL TOMMY B- 099-L/094-H-12	TOMMY LAKES	RECL	Yes
12571	CNRL TOMMY B- 095-I/094-G-09	TOMMY LAKES	RECL	Yes
12572	CNRL TOMMY B- 084-H/094-G-09	TOMMY LAKES	RECL	Yes
12610	CNRL TOMMY C- 051-G/094-G-09	TOMMY LAKES	RECL2	
12718	CNRL TOMMY A- 092-J/094-G-09	TOMMY LAKES	RECL	Yes
13236	CNRL TOMMY LAKES A- 003-I/094-G-09	TOMMY LAKES	RECL2	
13937	CNRL TOMMY D- 050-I/094-G-09	TOMMY LAKES	RECL	Yes
14547	CNRL TOMMY C- 001-J/094-G-09	TOMMY LAKES	RECL	Yes
14559	CNRL TOMMY A- 092-I/094-G-09	TOMMY LAKES	RECL	Yes
14564	CNRL TOMMY B- 047-L/094-H-12	TOMMY LAKES	RECL	Yes
15400	CNRL TOMMY A-A074-J/094-G-09	TOMMY LAKES	RECL	Yes
15493	CNRL TOMMY C-A089-H/094-G-09	TOMMY LAKES	RECL	Yes
16820	CNRL TOMMY D-A021-I/094-G-09	TOMMY LAKES	RECL	Yes
18504	CNRL TOMMY D- 041-J/094-G-09	TOMMY LAKES	RECL	Yes
18726	CNRL TOMMY D-B065-J/094-G-09	TOMMY LAKES	RECL	
22788	CNRL TOMMY A- 017-D/094-H-13	TOMMY LAKES	RECL	Yes
23526	CNRL TOMMY C- 048-I/094-G-09	TOMMY LAKES	RECL	Yes
23530	CNRL TOMMY D- 055-I/094-G-09	TOMMY LAKES	RECL	
23537	CNRL TOMMY C- 019-I/094-G-09	TOMMY LAKES	RECL	Yes
17560	CNRL WEST GUNDY C- 060-I/094-B-09	TOWNSEND	RECL	Yes
5017	CNRL ET AL UMBACH A- 025-F/094-H-03	UMBACH	NEW	
5106	CNRL ET AL UMBACH C- 018-F/094-H-03	UMBACH	NEW	
5321	CNRL ET AL UMBACH C- 098-C/094-H-03	UMBACH	NEW	
5322	CNRL ET AL UMBACH D- 079-F/094-H-03	UMBACH	NEW	

WA Number	Well Name	Field	Work to be done	Environmental Consideration
6759	CNRL ET AL UMBACH A- 027-F/094-H-03	UMBACH	NEW	
7342	CNRL UMBACH B- 070-F/094-H-03	UMBACH	NEW	
7428	CNRL UMBACH B- 010-K/094-H-03	UMBACH	NEW	
8350	CNRL ET AL UMBACH C- 037-F/094-H-03	UMBACH	NEW	
8351	CNRL ET AL UMBACH B- 088-C/094-H-03	UMBACH	NEW	
11093	CNRL BIRLEY B- 060-G/094-H-03	UMBACH	NEW	
11378	CNRL BIRLEY D- 040-G/094-H-03	UMBACH	NEW	
11549	CNRL PREPATOU A- 062-J/094-A-14	UMBACH	NEW	
12839	CNRL UMBACH D- 072-E/094-H-03	UMBACH	NEW	
12994	CNRL UMBACH C-A080-F/094-H-03	UMBACH	NEW	
13470	CNRL BIRLEY C- 069-G/094-H-03	UMBACH	NEW	
14535	CNRL ET AL UMBACH C- 007-K/094-H-03	UMBACH	NEW	
14745	CNRL BIRLEY D- 030-G/094-H-03	UMBACH	NEW	
14755	CNRL BIRLEY C- 027-G/094-H-03	UMBACH	NEW	
14757	CNRL BIRLEY D-A048-G/094-H-03	UMBACH	NEW	
14758	CNRL BIRLEY B- 046-G/094-H-03	UMBACH	NEW	
14763	CNRL ET AL UMBACH A- 045-F/094-H-03	UMBACH	NEW	
14864	CNRL BIRLEY D- 068-G/094-H-03	UMBACH	NEW	
15137	CNRL PRESPATOU A- 088-J/094-A-14	UMBACH	NEW	
15712	CNRL BIRLEY C- 025-G/094-H-03	UMBACH	NEW	
15803	CNRL BIRLEY D- 022-G/094-H-03	UMBACH	NEW	
16697	CNRL UMBACH D- 025-F/094-H-03	UMBACH	NEW	
17018	CNRL ASPECT UMBACH D- 004-F/094-H-03	UMBACH	RECL	Yes
17020	CNRL BIRLEY C- 037-G/094-H-03	UMBACH	NEW	
17026	CNRL BIRLEY C- 009-G/094-H-03	UMBACH	NEW	
17404	CNRL BIRLEY C- 028-G/094-H-03	UMBACH	NEW	
18245	CNRL ET AL PRESPATOU D- 010-G/094-H-03	UMBACH	NEW	
20560	CNRL ET AL UMBACH D-A047-F/094-H-03	UMBACH	NEW	
21002	CNRL BIRLEY C- 098-F/094-H-03	UMBACH	NEW	
21013	CNRL PICKELL C-A018-G/094-H-03	UMBACH	NEW	
22200	CNRL UMBACH C- 049-F/094-H-03	UMBACH	NEW	
22429	CNRL UMBACH A- 057-F/094-H-03	UMBACH	NEW	
22594	CNRL UMBACH D- 045-F/094-H-03	UMBACH	NEW	
22811	CNRL NIG D- 035-E/094-H-03	UMBACH	NEW	
22923	CNRL BIRLEY D- 061-F/094-H-03	UMBACH	NEW	
23036	CNRL NIG A- 048-E/094-H-03	UMBACH	NEW	
23041	CNRL NIG D- 036-E/094-H-03	UMBACH	NEW	
23070	CNRL BIRLEY C- 040-K/094-H-03	UMBACH	NEW	
23078	CNRL ET AL UMBACH D- 024-E/094-H-03	UMBACH	NEW	
23151	CNRL NIG D- 070-E/094-H-03	UMBACH	NEW	
23911	CNRL ET AL UMBACH A- 021-E/094-H-03	UMBACH	NEW	
24308	CNRL NIG B- 035-E/094-H-03	UMBACH	NEW	
24399	CNRL ET AL UMBACH B- 033-E/094-H-03	UMBACH	NEW	
24706	CNRL UMBACH C- 100-C/094-H-03	UMBACH	NEW	
25114	CNRL NIG A- 069-H/094-H-04	UMBACH	NEW	
25574	CNRL ET AL UMBACH D-B024-E/094-H-03	UMBACH	NEW	
1321	CNRL ET AL VELMA D- 067-A/094-H-07	VELMA	RECL	Yes
1411	CNRL ET AL VELMA D- 058-A/094-H-07	VELMA	ABN	Yes
1434	CNRL ET AL VELMA D- 076-A/094-H-07	VELMA	ABN	Yes
1879	CNRL ET AL VELMA D- 068-A/094-H-07	VELMA	RECL	Yes
2018	CNRL ET AL VELMA D- 069-A/094-H-07	VELMA	RECL	Yes
2869	CNRL VELMA D- 015-E/094-H-08	VELMA	ABN	Yes
3053	CNRL VELMA B- 070-C/094-H-08	VELMA	ABN	Yes
3069	CNRL ET AL VELMA A- 007-E/094-H-08	VELMA	ABN	Yes
3113	CNRL VELMA B- 066-D/094-H-08	VELMA	ABN	Yes
3126	CNRL VELMA B- 044-A/094-H-07	VELMA	NEW	Yes

WA Number	Well Name	Field	Work to be done	Environmental Consideration
3142	CNRL ANTELOPE A- 063-L/094-H-01	VELMA	ABN	Yes
3336	CNRL VELMA A- 069-C/094-H-08	VELMA	ABN	Yes
3441	CNRL VELMA A- 067-C/094-H-08	VELMA	ABN	Yes
3600	CNRL VELMA A- 061-A/094-H-07	VELMA	NEW	Yes
3602	CNRL VELMA B- 010-E/094-H-08	VELMA	ABN	Yes
3757	CNRL VELMA A- 089-D/094-H-08	VELMA	NEW	Yes
3889	CNRL DAHL C- 098-A/094-H-07	VELMA	NEW	Yes
3898	CNRL VELMA D- 093-A/094-H-07	VELMA	ABN	Yes
4295	CNRL VELMA B- 088-D/094-H-08	VELMA	NEW	Yes
4785	CNRL VELMA B- 082-A/094-H-07	VELMA	ABN	Yes
5129	CNRL ET AL ANTELOPE B- 064-L/094-H-01	VELMA	ABN	Yes
6868	CNRL VELMA B- 064-A/094-H-07	VELMA	ABN	Yes
8058	CNRL VELMA C- 094-A/094-H-07	VELMA	ABN	Yes
8174	CNRL VELMA B- 026-E/094-H-08	VELMA	ABN	Yes
8338	CNRL VELMA A- 025-E/094-H-08	VELMA	ABN	Yes
8339	CNRL VELMA B- 034-E/094-H-08	VELMA	RECL	Yes
8458	CNRL DAHL A- 096-A/094-H-07	VELMA	NEW	Yes
8465	CNRL VELMA D- 013-H/094-H-07	VELMA	NEW	Yes
8605	CNRL VELMA B- 093-C/094-H-08	VELMA	WER	Yes
8610	CNRL VELMA C- 081-B/094-H-07	VELMA	NEW	Yes
8783	CNRL VELMA B- 075-L/094-H-01	VELMA	ABN	Yes
9035	CNRL VELMA B- 082-C/094-H-08	VELMA	ABN	Yes
9253	CNRL ET AL VELMA D- 081-A/094-H-07	VELMA	WER	Yes
9811	CNRL VELMA C- 094-L/094-H-01	VELMA	ABN	Yes
9812	CNRL VELMA D- 024-D/094-H-08	VELMA	ABN/RECL	Yes
11065	E RANGE HARVARD VELMA C- 063-A/094-H-07	VELMA	ABN/RECL	Yes
11066	CNRL UMC VELMA B- 084-A/094-H-07	VELMA	RECL	Yes
11886	CNRL CHINCHAGA D- 026-G/094-H-08	VELMA	NEW	Yes
11903	CNRL CELSIUS VELMA D- 095-D/094-H-08	VELMA	ABN/RECL	Yes
11919	CNRL VELMA A- 015-H/094-H-07	VELMA	RECL	Yes
11964	CNRL CELSIUS VELMA A- 063-D/094-H-08	VELMA	RECL/WER	Yes
12606	CNRL VELMA D- 014-H/094-H-07	VELMA	RECL	Yes
12607	CNRL VELMA C- 001-H/094-H-07	VELMA	RECL	Yes
13286	CNRL VELMA D- 023-H/094-H-07	VELMA	RECL	Yes
13336	CNRL VELMA A- 074-C/094-H-08	VELMA	ABN/RECL	Yes
13403	CNRL VELMA D- 011-H/094-H-07	VELMA	ABN/RECL	Yes
13438	CNRL ET AL VELMA D- 005-E/094-H-08	VELMA	ABN/RECL	Yes
13441	CNRL ET AL VELMA B- 064-D/094-H-08	VELMA	ABN/RECL	Yes
13513	CNRL VELMA B- 044-D/094-H-08	VELMA	ABN/RECL	Yes
15496	CNRL VELMA D- 085-C/094-H-08	VELMA	ABN/RECL	Yes
15529	CNRL VELMA D- 003-D/094-H-08	VELMA	ABN/RECL	Yes
15790	CNRL VELMA A- 096-L/094-H-01	VELMA	ABN/RECL	Yes
15840	CNRL VELMA A- 087-C/094-H-08	VELMA	RECL	Yes
16441	CNRL VELMA D- 017-D/094-H-08	VELMA	RECL	Yes
16447	CNRL VELMA D- 026-D/094-H-08	VELMA	ABN/RECL	Yes
16461	CNRL VELMA C- 015-D/094-H-08	VELMA	ABN/RECL	Yes
16462	CNRL VELMA D- 005-D/094-H-08	VELMA	ABN/RECL	Yes
16464	CNRL VELMA D- 048-D/094-H-08	VELMA	ABN/RECL	Yes
16465	CNRL VELMA D- 013-D/094-H-08	VELMA	ABN/RECL	Yes
19214	CNRL VELMA B- 083-D/094-H-08	VELMA	RECL	Yes
21005	CNRL WOODRUSH A- 033-I/094-H-02	VELMA	ABN/RECL	Yes
21034	CNRL VELMA D- 068-L/094-H-01	VELMA	ABN/RECL	Yes
21954	CNRL VELMA A- 076-L/094-H-01	VELMA	ABN/RECL	Yes
22496	CNRL VELMA D- 048-A/094-H-07	VELMA	ABN/RECL	Yes
7638	CNRL MARTIN C- 018-L/094-H-06	WARGEN	RECL2	
9122	CNRL BLACK B- 052-I/094-H-05	WARGEN	RECL2	

WA Number	Well Name	Field	Work to be done	Environmental Consideration
9648	CNRL CONROY A- 045-I/094-H-12	WARGEN	RECL2	Yes
11457	CNRL NIG B- 068-D/094-H-03	WARGEN	RECL2	
12387	CNRL MARTIN B- 064-I/094-H-05	WARGEN	RECL2	
12772	CNRL LAPRISE D- 028-K/094-H-05	WARGEN	RECL2	
13614	CNRL HUNT CONROY D- 097-J/094-H-12	WARGEN	RECL	Yes
14682	CNRL MARTIN D- 008-H/094-H-06	WARGEN	RECL2	Yes
20665	CNRL CONROY A- 056-J/094-H-12	WARGEN	RECL	Yes
9830	CNRL W STODDART 01-31-087-21	WEST STODDART PLANT	NEW2	
9887	CNRL W STODDART 01-33-087-21	WEST STODDART PLANT	NEW2	
9891	CNRL W STODDART 03-06-088-21	WEST STODDART PLANT	RECL	Yes
9971	CNRL HZ W STODDART 11-29-087-21	WEST STODDART PLANT	NEW2	
9972	CNRL HZ W STODDART 14-31-087-21	WEST STODDART PLANT	NEW2	
10045	CNRL HZ W STODDART 05-30-087-21	WEST STODDART PLANT	NEW2	
10241	CNRL HZ W STODDART 04-31-087-21	WEST STODDART PLANT	NEW2	
10261	CNRL HZ W STODDART 03-29-087-21	WEST STODDART PLANT	NEW2	
10468	CNRL HZ W STODDART 13-31-087-21	WEST STODDART PLANT	NEW2	
10470	CNRL HZ W STODDART 06-29-087-21	WEST STODDART PLANT	NEW2	
10485	CNRL HZ W STODDART 01-29-087-21	WEST STODDART PLANT	NEW2	
10499	CNRL HZ W STODDART A05-30-087-21	WEST STODDART PLANT	NEW2	
10505	CNRL HZ W STODDART 14-20-087-21	WEST STODDART PLANT	NEW2	
10509	CNRL HZ W STODDART 12-30-087-21	WEST STODDART PLANT	NEW2	
10514	CNRL HZ W STODDART 13-30-087-21	WEST STODDART PLANT	NEW2	
10553	CNRL HZ W STODDART 16-30-087-21	WEST STODDART PLANT	NEW2	
10570	CNRL HZ W STODDART A13-31-087-21	WEST STODDART PLANT	NEW2	
10578	CNRL HZ W STODDART 13-25-087-22	WEST STODDART PLANT	NEW2	
10582	CNRL W STODDART 10-36-087-22	WEST STODDART PLANT	NEW2	
10654	CNRL W STODDART 15-06-088-21	WEST STODDART PLANT	NEW2	
10719	CNRL HZ W STODDART 01-01-088-22	WEST STODDART PLANT	NEW2	
10726	CNRL HZ W STODDART 13-20-087-21	WEST STODDART PLANT	NEW2	
10749	CNRL HZ W STODDART 13-21-087-21	WEST STODDART PLANT	NEW2	
11238	CNRL HZ W STODDART 04-30-087-21	WEST STODDART PLANT	NEW2	
11276	CNRL HZ W STODDART 04-28-087-21	WEST STODDART PLANT	NEW2	
11277	CNRL ET AL W STODDART 01-32-087-21	WEST STODDART PLANT	NEW2	
11364	CNRL HZ W STODDART A16-25-087-22	WEST STODDART PLANT	NEW2	
11427	CNRL HZ W STODDART 07-36-087-22	WEST STODDART PLANT	NEW2	
11510	CNRL W STODDART A03-06-088-21	WEST STODDART PLANT	NEW2	
11513	CNRL W STODDART A14-31-087-21	WEST STODDART PLANT	NEW2	
11555	CNRL HZ W STODDART A09-20-087-21	WEST STODDART PLANT	NEW2	
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14642	CNRL W STODDART A01-06-088-21	WEST STODDART PLANT	NEW2	
23714	CNRL W STODDART 14-29-087-21	WEST STODDART PLANT	NEW2	
23160	CNRL PEEJAY A- 050-I/094-A-15	WILDMINT	RECL2	Yes
6837	CNRL ET AL ZAREMBA B-A016-E/094-H-07	ZAREMBA	ABN/WER	Yes
7043	CNRL ET AL ZAREMBA C- 040-E/094-H-07	ZAREMBA	ABN	Yes
7287	CNRL ET AL ZAREMBA B- 088-D/094-H-07	ZAREMBA	NEW	Yes
9121	CNRL ET AL ZAREMBA B- 008-L/094-H-07	ZAREMBA	ABN	Yes
9147	CNRL ET AL ZAREMBA C- 056-E/094-H-07	ZAREMBA	ABN	Yes
9552	CNRL LAPP C- 093-E/094-H-07	ZAREMBA	NEW	Yes
9626	CNRL ET AL ZAREMBA D- 038-E/094-H-07	ZAREMBA	ABN	Yes
9627	CNRL ET AL ZAREMBA A- 005-L/094-H-07	ZAREMBA	ABN	Yes
9665	CNRL ET AL ZAREMBA C- 077-E/094-H-07	ZAREMBA	ABN/WER	Yes
9827	CNRL ET AL ZAREMBA A- 045-E/094-H-07	ZAREMBA	WER	Yes

WA Number	Well Name	Field	Work to be done	Environmental Consideration
9933	CNRL ZAREMBA B-A094-D/094-H-07	ZAREMBA	NEW	Yes
9964	CNRL ELM D-A017-F/094-H-07	ZAREMBA	ABN	Yes
9994	CNRL ET AL ZAREMBA C-A077-E/094-H-07	ZAREMBA	ABN/WER	Yes
10009	CNRL ET AL ZAREMBA C-D077-E/094-H-07	ZAREMBA	WER	
10025	CNRL ELM C- 049-C/094-H-07	ZAREMBA	NEW	Yes
10026	CNRL ELM D-A079-C/094-H-07	ZAREMBA	NEW	Yes
10065	CNRL ZAREMBA D- 020-L/094-H-07	ZAREMBA	ABN/WER	Yes
10120	CNRL ZAREMBA C- 022-L/094-H-07	ZAREMBA	ABN	Yes
10156	CNRL ZAREMBA B- 019-K/094-H-07	ZAREMBA	NEW	Yes
10158	CNRL ET AL ZAREMBA A- 068-E/094-H-07	ZAREMBA	ABN/WER	Yes
10234	CNRL ET AL ZAREMBA B- 061-A/094-H-06	ZAREMBA	ABN/WER	Yes
10278	CNRL ET AL ZAREMBA C- 064-E/094-H-07	ZAREMBA	ABN/WER	Yes
10406	CNRL ZAREMBA A- 062-A/094-H-06	ZAREMBA	NEW	Yes
10414	CNRL ET AL ZAREMBA D- 051-A/094-H-06	ZAREMBA	NEW	Yes
10446	CNRL ZAREMBA B- 060-D/094-H-07	ZAREMBA	RECL	Yes
10457	CNRL ET AL ZAREMBA C- 059-D/094-H-07	ZAREMBA	RECL	Yes
10867	CNRL ZAREMBA D-A020-L/094-H-07	ZAREMBA	ABN/WER	Yes
10944	CNRL ZAREMBA D- 074-A/094-H-06	ZAREMBA	NEW	Yes
11193	CNRL ET AL HZ ZAREMBA B- 059-E/094-H-07	ZAREMBA	ABN	Yes
11194	CNRL ET AL ZAREMBA B- 080-E/094-H-07	ZAREMBA	NEW	Yes
11848	CNRL ZAREMBA A- 071-E/094-H-07	ZAREMBA	NEW	Yes
11924	CNRL ET AL ZAREMBA D- 084-E/094-H-07	ZAREMBA	NEW	Yes
11925	CNRL ET AL ZAREMBA B- 011-H/094-H-06	ZAREMBA	NEW	Yes
11999	CNRL ZAREMBA D- 072-A/094-H-06	ZAREMBA	RECL2	Yes
12485	CNRL ET AL PICKELL A- 094-A/094-H-06	ZAREMBA	NEW	Yes
12724	CNRL ET AL ZAREMBA D- 099-E/094-H-07	ZAREMBA	ABN	Yes
12725	CNRL ET AL ZAREMBA A- 010-L/094-H-07	ZAREMBA	ABN	Yes
12726	CNRL ET AL ZAREMBA C- 087-E/094-H-07	ZAREMBA	ABN	Yes
12727	CNRL ET AL ZAREMBA A-A023-I/094-H-06	ZAREMBA	ABN	Yes
13235	CNRL ZAREMBA A- 078-L/094-H-07	ZAREMBA	RECL	Yes
13601	CNRL ZAREMBA C- 044-E/094-H-07	ZAREMBA	NEW	Yes
14855	CNRL ET AL ZAREMBA C- 058-E/094-H-07	ZAREMBA	ABN/WER	Yes
15052	CNRL ZAREMBA A- 056-E/094-H-07	ZAREMBA	ABN	Yes
20678	CNRL ZAREMBA D- 076-E/094-H-07	ZAREMBA	ABN/WER	Yes
20681	CNRL ZAREMBA D- 085-E/094-H-07	ZAREMBA	RECL	Yes
20742	CNRL MERCURY D- 093-A/094-H-11	ZAREMBA	RECL	Yes



CHETWYND FOREST INDUSTRIES
A DIVISION OF WEST FRASER MILLS LTD.

P.O. Box 330
Chetwynd, BC
Canada V0C 1J0
Telephone: 250-788-2686
Facsimile: 250-788-2474

July 28, 2020

Peace River Regional District
c/o Brad Sperling
Box 810
1981 Alaska Highway Avenue
Dawson Creek, BC
V1G 4H8



Re: West Fraser Summer 2020 Forest Operating Plan (FOP)

Dear Brad,

Chetwynd Forest Industries, *a Division of West Fraser Mills Ltd.* (CFI), is commencing information sharing for our Summer 2020 Forest Operating Plan (FOP), which outlines our proposed road and cut block development within the Dawson Creek Timber Supply Area. This information sharing period is an opportunity to discuss any concerns you may have with proposed development, and to discuss any site-specific information and/or values which can be incorporated into CFI's development planning. When reviewing the blocks please also consider an area of 300m around proposed block perimeters and proposed road centerlines. The purpose of the 300m buffer is to provide flexibility to incorporate damaged timber into the block and locate boundary and road along natural terrain features that are not easily identifiable until groundwork commences.

The enclosed maps identify five categories of CFI Blocks:

1. "For Current Consideration": These draw as light purple polygons. Proposed blocks are new areas identified for development for which we are seeking comments. In some cases, a proposed block may have appeared on a previous FOP but at the time of layout the boundary was beyond the 300m information sharing buffer applied so the block is being referred a second time to ensure all concerns have been identified.
2. "Previously Info Shared": These draw as dark purple polygons. These blocks are those which have been previously referred previous FOPs.
3. "CP Approved": These draw as dark purple polygons. These are blocks for which we hold an active cutting permit. Cutting Permits are active for a period of four years and

can sometimes be extended. It is reasonable to expect that blocks in this category will be harvested within four years.

4. "Not Free Growing": These draw as pale, yellow polygons. Not free growing blocks have been logged and/or reforested but have not yet achieved free growing status.
5. "Free Growing Approved": These draw as pale green polygons. Free growing approved blocks have been logged, reforested and achieved free growing status.

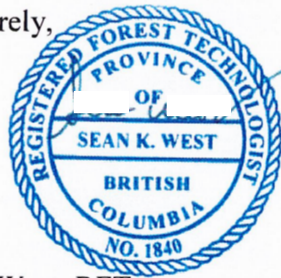
Cut block development and harvesting will be prioritized based on forest health. Spruce beetle sanitation and bark beetle salvage stands will continue to be considered a higher priority for development and harvesting over healthy stands. Residual mountain pine beetle areas continue to occur throughout the Timber Supply Area. We have provided maps indicating the proposed cut block locations which are displayed as purple polygons, and proposed roads which are displayed as purple lines.

Your comments play an integral part in managing the land base and are an important consideration as we move forward with the planning process. It is very beneficial to our planning process to receive comments or concerns as soon as possible so they may be incorporated into our plan. We will be receiving comments from July 31, 2020 to September 29, 2020. After that date we may proceed with applications for cutting and road permits. We will gladly receive and do our best to incorporate comments received at anytime throughout our planning and cutting permit acquisition process.

The 1:50,000 scale maps highlight the proposed areas of forest development and digital files containing spatial information and development summaries will be made available, in your preferred format, upon request.

I would like to extend an invitation to meet with you to discuss this plan further, should you wish. I would be happy to send on any additional information you require to complete a review upon request. If you have any questions or concerns regarding any of the proposed activities within this plan, please do not hesitate to contact me at 250-788-4418.

Sincerely,



Sean West, RFT
Planning Supervisor
West Fraser Mills Ltd.

**5 YEAR FOREST OPERATING
 PLAN 2020**

Review and Comment Period
 July 31st to September 29th

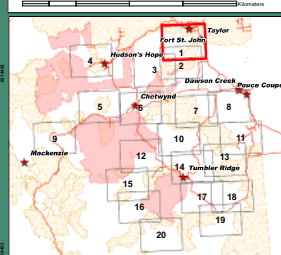
Map #1

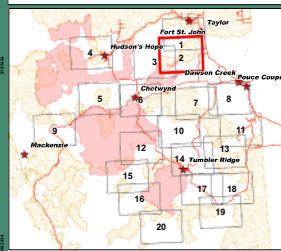
**Forest Stewardship Plan # 584
 Dawson Creek TSA
 Peace Forest District**

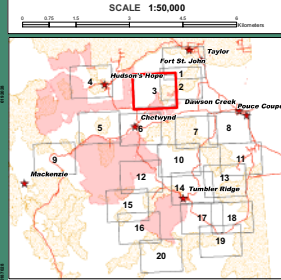
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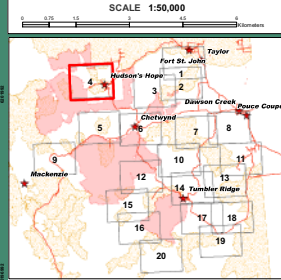


SCALE 1:50,000









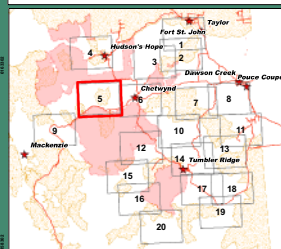
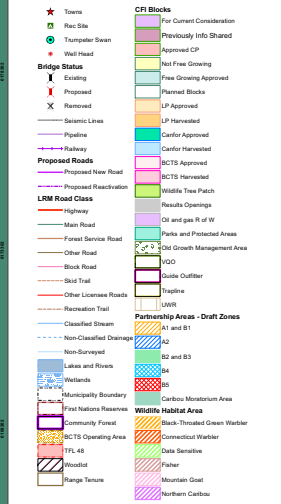
**5 YEAR FOREST OPERATING
 PLAN 2020**

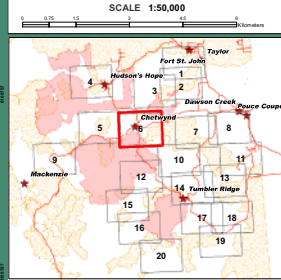
Review and Comment Period
 July 31st to September 29th

Map #5

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 Dawson Creek TSA
 Peace Forest District**

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**5 YEAR FOREST OPERATING
 PLAN 2020**

Review and Comment Period
 July 31st to September 29th

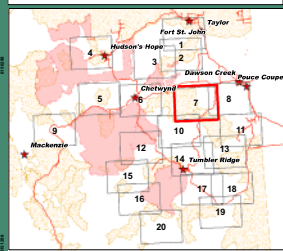
Map #7

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 Dawson Creek TSA
 Peace Forest District**

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SCALE 1:50,000



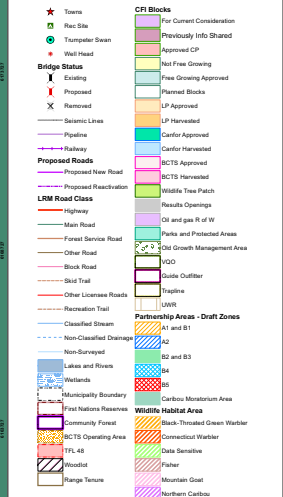
**5 YEAR FOREST OPERATING
 PLAN 2020**

Review and Comment Period
 July 31st to September 29th

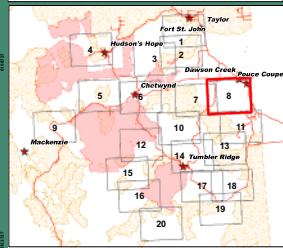
Map #8

**Forest Stewardship Plan # 584
 Dawson Creek TSA
 Peace Forest District**

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SCALE 1:50,000



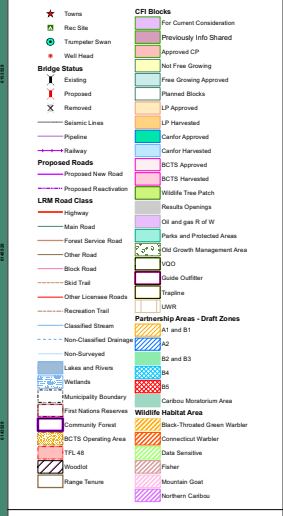
**5 YEAR FOREST OPERATING
PLAN 2020**

Review and Comment Period
July 31st to September 29th

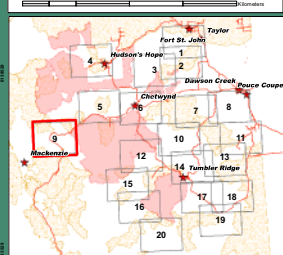
Map #9

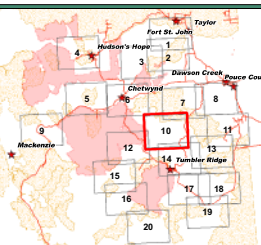
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Dawson Creek TSA
Peace Forest District**

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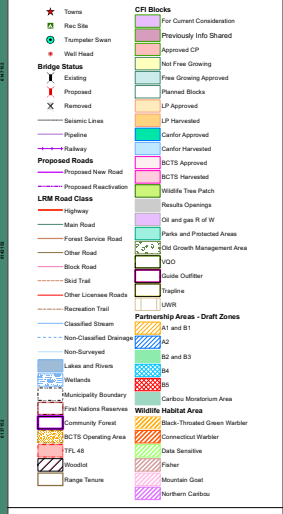
**5 YEAR FOREST OPERATING
 PLAN 2020**

Review and Comment Period
 July 31st to September 29th

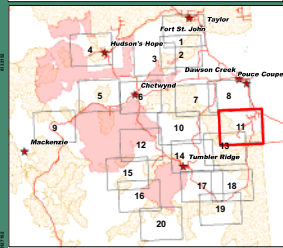
Map # 11

**Forest Stewardship Plan # 584
 Dawson Creek TSA
 Peace Forest District**

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SCALE 1:50,000



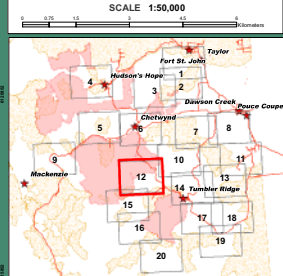
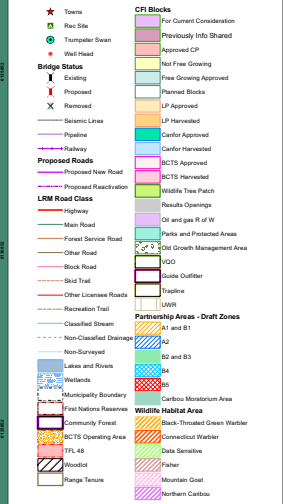
**5 YEAR FOREST OPERATING
 PLAN 2020**

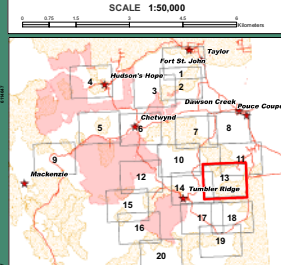
Review and Comment Period
 July 31st to September 29th

Map # 12

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 Dawson Creek TSA
 Peace Forest District**

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**5 YEAR FOREST OPERATING
 PLAN 2020**

Review and Comment Period
 July 31st to September 29th

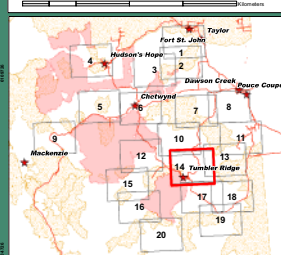
Map # 14

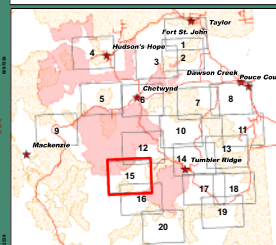
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 Dawson Creek TSA
 Peace Forest District**

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SCALE 1:50,000





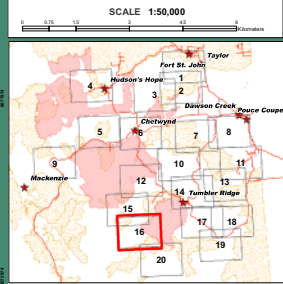
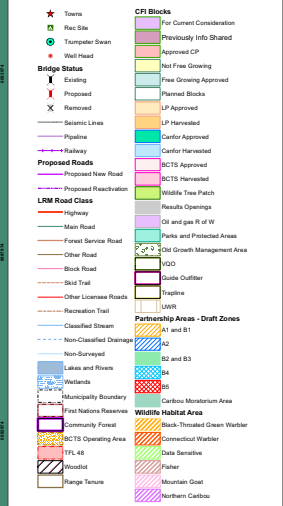
**5 YEAR FOREST OPERATING
 PLAN 2020**

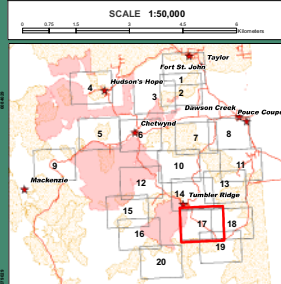
Review and Comment Period
 July 31st to September 29th

Map #16

**Forest Stewardship Plan # 584
 Dawson Creek TSA
 Peace Forest District**

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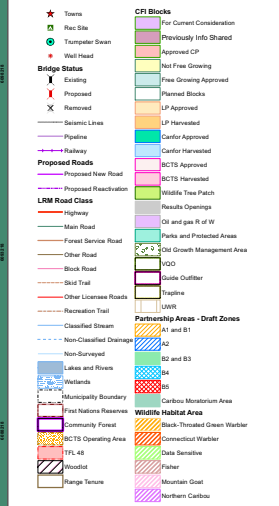
**5 YEAR FOREST OPERATING
 PLAN 2020**

Review and Comment Period
 July 31st to September 29th

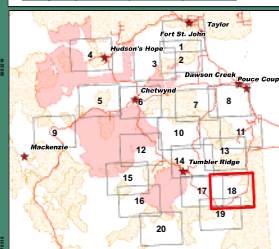
Map # 18

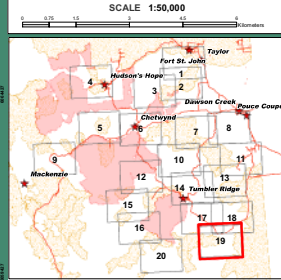
**Forest Stewardship Plan # 584
 Dawson Creek TSA
 Peace Forest District**

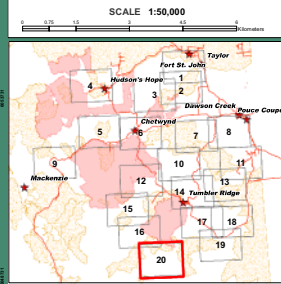
Forest License: A13840



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REPORT

To: Chair and Directors

Report Number: ADM-BRD-072

From: Crystal Brown, Electoral Area Manager

Date: August 28, 2020

Subject: August 20, 2020 Electoral Area Directors Committee Meeting Recommendations

The following recommendations from the August 20, 2020 Electoral Area Directors Committee meeting are being presented to the Regional Board for its consideration:

RECOMMENDATION #1: [Corporate Unweighted]

That the Regional Board invite Allison Witter, Director of Innovation, BC Ministry of Agriculture, as a delegation to a Committee of the Whole meeting to discuss the Food Security Taskforce Report, following the UBCM Minister Meetings.

RECOMMENDATION #2: [Corporate Unweighted]

That the Regional Board discuss the value of membership to the North Central Local Government Association, the Union of BC Municipalities, and the Federation of Canadian Municipalities at a future Board Meeting.

RECOMMENDATION #3: [Corporate Unweighted]

That the Regional Board authorize the preparation of a report regarding options for the PRRD to grant permissive tax exemptions; further, that the report be provided to a future Electoral Area Directors Committee meeting.

RECOMMENDATION #4: [Corporate Weighted]

That the Regional Board, at the earliest opportunity, arrange a tour of the Don Nearhood Museum stationed at the Peace Canyon Dam.

BACKGROUND/RATIONALE:

Recommendation #1 – The Regional Board has requested a meeting with the Minister of Agriculture to discuss the report titled “Future of BC’s Food System”. The meeting request has not yet been confirmed or denied. The Regional Board has concerns regarding the report, as it does not accurately reflect agriculture in the Peace Region, and they would like to know whether or not parts of the report will be pulled out to make provincial policy.

Recommendation #2 – The Electoral Area Directors Committee does not feel the Regional Board receives value of holding membership to the North Central Local Government Association (NCLGA), the Union of BC Municipalities (UBCM), and the Federation of Canadian Municipalities (FCM), and therefore would like the Regional Board to discuss whether or not they should renew their memberships in 2021.

Recommendation #4 – The Regional Board had intended to tour the Don Nearhood Museum in June 2020 in conjunction with the Board Outreach meeting scheduled to be held in Hudson's Hope, but the meeting was re-located due to COVID-19. Staff have been working with BC Hydro to arrange a tour but due to COVID-19 and BC Hydro staffing changes no tour dates have been solidified.

The draft minutes of the August 20, 2020 Electoral Area Directors Committee meeting are on the Consent Calendar.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

Annual membership fees:

2020 FCM - \$4,551.74

2020 UBCM - \$10,768.35

2019 NCLGA – \$21,641.03

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

None at this time.



REPORT

To: Chair and Directors

Report Number: ADM-BRD-069

From: Crystal Brown, Electoral Area Manager

Date: August 21, 2020

Subject: August 20, 2020 Closed Electoral Area Directors Committee Meeting Recommendation

The following recommendation from the August 20, 2020 Closed Electoral Area Directors Committee (EADC) meeting is being presented to the Regional Board for its consideration:

RECOMMENDATION: *[Corporate Unweighted]*

That the Regional Board authorize the conversion of Supplementary Letter Patent #45 (Sub-Regional Recreation and Cultural Services) into a service establishment bylaw.

BACKGROUND/RATIONALE:

This resolution was authorized for immediate release at the August 20, 2020 Closed EADC Meeting.

MOVED, SECONDED, and CARRIED

Supplementary Letter Patent (SLP) #45 (Sub-Regional Recreation and Cultural Services) gives the PRRD the authority to requisition funding for recreation and cultural services; with the City of Dawson Creek, the Village of Pouce Coupe, and defined portions of Electoral Area D and E as participants. This SLP is in need of conversion to a service establishment bylaw and was identified as a priority by the Committee.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Organizational Effectiveness
- ☒ Comprehensive Policy Review

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

None at this time.

Attachment:

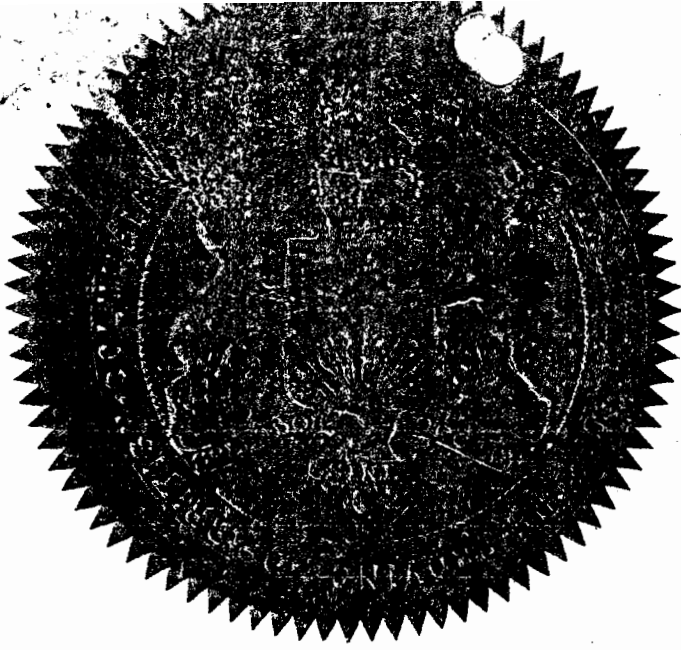
1. Supplementary Letter Patent #45

Staff Initials: *CB*

Dept. Head:

CAO: *Shawn Dahlen*

Page 1 of 1



11/12/67
Lieutenant-Governor 45

C A N A D A

PROVINCE OF BRITISH COLUMBIA

ELIZABETH the SECOND, by the Grace of God, of the United Kingdom,
Canada and Her Other Realms and Territories, Queen,
Head of the Commonwealth, Defender of the Faith.

To all to whom these presents shall come -

GREETING.

Minister
of Municipal Affairs

(WHEREAS pursuant to the
(
(provisions of section 766
(
(of the Municipal Act, the
(
(Peace River-Liard Regional
(
(District was incorporated
(
(by Letters Patent issued
(
(on October 31, 1967:

AND WHEREAS section 767 of the Municipal Act provides, inter alia, that, in addition to the functions conferred by this Act, a regional district has such functions as are provided by Letters Patent or supplementary Letters Patent, and for this purpose the Lieutenant-Governor in Council may, on the recommendation of the Minister, provide in the Letters Patent or supplementary Letters Patent such further objects, powers, obligations, duties, limitations, and conditions in respect to any or all functions requested pursuant to this section:

AND WHEREAS the Regional Board of the Peace River-Liard Regional District has requested the function of Sub-Regional Recreation and Cultural Services, with The Corporation of the City of Dawson Creek, The Corporation of the Village of Pouce Coupe and defined portions of Electoral Areas D and E as participating member municipalities:

AND WHEREAS the assent of the electors within the benefitting area for the proposed function has been obtained:

AND WHEREAS the provisions of the said section 767 have been duly complied with:

NOW KNOW YE THAT by these presents We do order and proclaim that on, from, and after the date hereof the following be added to the objects, powers, obligations, duties, limitations and conditions of the Peace River-Liard Regional District:

DIVISION XXVII

SUB-REGIONAL RECREATION AND CULTURAL SERVICES

"1. Only the member municipalities of The Corporation of the City of Dawson Creek, The Corporation of the Village of Pouce Coupe, and defined portions of Electoral Areas D and E, described below, participate and share in the cost of this function:

Defined Portion of Electoral Area D

Commencing at the point of intersection of the middle line of the main channel of Peace River with the easterly boundary of the Province of British Columbia; thence in a general westerly direction along said middle line to a point which lies due north of the northwest corner of that part of Section 8, Township 82, Range 14, west of the sixth meridian lying south of the Peace River; thence south to said northwest corner; thence southerly along the westerly boundaries of Sections 8 and 5, Township 82, Range 14 and Sections 32 and 29, Township 81, Range 14, and crossing all intervening roads to the southwest corner of said Section 29, Township 81, Range 14; thence westerly along the southerly boundaries of Section 30, Township 81, Range 14 and Sections 25, 26 and 27, Township 81, Range 15 and crossing all intervening roads, to the southwest corner of the East Half of said Section 27, Township 81, Range 15; thence southerly in a straight line to the northwest corner of the East Half of Section 22, Township 81, Range 15; thence southerly along the westerly boundary of the said East Half of Section 22, Township 81, Range 15 to the southwest corner thereof; thence westerly along the southerly boundaries of Sections 22, 21, 20 and 19, Township 81, Range 15 and crossing all intervening roads, to the southwest corner of said Section 19, Township 81, Range 15; thence southerly along the westerly boundaries of Townships 81, 80 and 79, all in Range 15, to the southwest corner of said Township 79, Range 15; thence easterly along the southerly boundary of Township 79, Range 15, to the northwest corner of Township 78, Range 15, west of the 6th meridian; thence southerly along the westerly boundaries of Townships 78 and 77, both of Range 15, west of the 6th meridian, to the southwest corner of said Township 77, Range 15; thence easterly along the southerly boundary of said Township 77, Range 15, to a point thereon which lies due north of the northwest corner of Township 23, Peace River Land District; thence south to said northwest corner; thence southerly along the westerly boundaries of Townships 23 and 24 to the southwest corner of said Township 24; thence easterly along the southerly boundary of said Township 24 to the northwest corner of Township 29; thence southerly along the westerly boundaries of Sections 31 and 30, Township 29, to the southwest corner of

said Section 30; thence easterly along the southerly boundary of Section 30 to the southeast corner thereof; thence southerly along the westerly boundary of Section 20 to the southwest corner thereof; thence easterly along the southerly boundaries of Sections 20 and 21 to the southeast corner of said Section 21; thence southerly along the westerly boundary of Section 15 to the southwest corner thereof; thence easterly along the southerly boundaries of Sections 15, 14, and 13 to the southeast corner of said Section 13; thence southerly along the westerly boundaries of Sections 7 and 6, Township 27, and continuing southerly along the westerly boundaries of Sections 31 and 30, Township 28, to the southwest corner of said Section 30; thence easterly along the southerly boundaries of Sections 30, 29, and 28, Township 28, to the southeast corner of said Section 28; thence easterly and northerly along the southerly and easterly boundaries of Lot 434 to the southwest corner of Lot 433; thence easterly along the southerly boundary of said Lot 433 to the southeast corner thereof; thence southerly and easterly along the westerly and southerly boundaries of Lot 432 and continuing easterly along the southerly boundary of Lot 431 to the southeast corner of said Lot 431, being a point on the aforesaid easterly boundary of the Province; thence northerly along said easterly boundary of the Province to the aforesaid point of intersection with the middle line of the main channel of Peace River; being the point of commencement, save and except thereout any lands, foreshore, or land covered by water lying within the corporate limits of any city, district, town or village municipality or any land, foreshore, or land covered by water that may hereafter be incorporated therein.

Defined Portion of Electoral Area E

Commencing at the point of intersection of the easterly boundary of the Province of British Columbia with the summit of Intersection Mountain; thence northwesterly along the line of the summit of the Rocky Mountains to the point of intersection with the southerly prolongation of the middle line of Murray River; thence northerly along said prolongation

and continuing in a general northerly direction along the middle line of Murray River to the point of intersection of a straight line drawn from the most northerly corner of Lot 1476, Peace River District to the summit of Mount Collier; thence southeasterly in a straight line to the aforesaid most northerly corner of Lot 1476; thence northeasterly in a straight line to the summit of Quintette Mountain; thence northerly in a straight line to a point which lies due east of Bullmoose Mountain, said point being 8850 meters east of the natural highwater mark of Murray River on the right bank thereof; thence west to the point of intersection with the aforesaid middle line of Murray River; thence in a general northerly direction along said middle line to a point which lies due west of the northwest corner of Lot 2930; thence east to said northwest corner of Lot 2930; thence easterly along the northerly boundaries of Lots 2930, 2931, 2932 and 2201, to the northeast corner of said Lot 2201; thence easterly along the northerly boundaries of Sections 18, 17, 16, 15, 14 and 13, Township 81, Range 17, and Sections 18, 17, 16, 15, 14 and 13, Township 81, Range 16 and crossing all intervening roads, to the northeast corner of said Section 13, Township 81, Range 16; thence southerly along the westerly boundaries of Townships 81, 80 and 79, all in Range 15, to the southwest corner of said Township 79, Range 15; thence easterly along the southerly boundary of Township 79, Range 15, to the northwest corner of Township 78, Range 15, west of the 6th meridian; thence southerly along the westerly boundaries of Townships 78 and 77, both of Range 15, west of the 6th meridian, to the southwest corner of said Township 77, Range 15; thence easterly along the southerly boundary of said Township 77, Range 15, to a point thereon which lies due north of the northwest corner of Township 23, Peace River Land District; thence south to said northwest corner; thence southerly along the westerly boundaries of Townships 23 and 24 to the southwest corner of said Township 24; thence easterly along the southerly boundary of said Township 24 to the northwest corner of Township 29; thence southerly along the westerly boundaries of Sections 31 and 30, Township 29, to the southwest corner of said Section 30; thence easterly along the southerly boundary of Section 30 to the southeast corner thereof; thence southerly along the westerly boundary of Section 20 to the southwest corner thereof; thence easterly along the southerly boundaries of Sections 20 and 21 to the southeast corner of said Section 21; thence

southerly along the westerly boundary of Section 15 to the southwest corner thereof; thence easterly along the southerly boundaries of Sections 15, 14, and 13 to the southeast corner of said Section 13; thence southerly along the westerly boundaries of Sections 7 and 6, Township 27, and continuing southerly along the westerly boundaries of Sections 31 and 30, Township 28, to the southwest corner of said Section 30; thence easterly along the southerly boundaries of Sections 30, 29, and 28, Township 28, to the southeast corner of said Section 28; thence easterly and northerly along the southerly and easterly boundaries of Lot 434 to the southwest corner of Lot 433; thence easterly along the southerly boundaries of said Lot 433 to the southeast corner thereof; thence southerly and easterly along the westerly and southerly boundaries of Lot 432 and continuing easterly along the southerly boundary of Lot 431 to the southeast corner of said Lot 431, being a point on the aforesaid easterly boundary of the Province; thence southerly along said easterly boundary of the Province to the aforesaid point of intersection with the summit of Intersection Mountain, being the point of commencement, save and except thereout any lands, foreshore, or land covered by water lying within the corporate limits of any city, district, town, or village municipality or any land, foreshore or land covered by water that may hereafter be incorporated therein.

- "2. The regional district shall apply the funds generated under the provisions of this function to aid in the funding of the operational costs of the facilities known as Centennial Pool, Kinsmen-Kids Arena, Memorial Arena and in the provision of library services and community recreation extension services within the benefitting area:

- "3. The annual net cost attributable to this function shall be apportioned among the member municipalities referred to in paragraph 1 on the basis of assessment as fixed for taxation for school purposes in the current year, excluding property that is taxable for school purposes only by special Act and the basis of assessment in the defined portions of Electoral Areas D and E shall be improvements only and the annual net cost attributable to this function shall not exceed the product of 4 mills.
- "4. The revenues generated under the provisions of paragraph 3 shall be allocated and used for the purposes referred to in paragraph 2 in the ratio of 75% to the incorporated municipalities and 25% to the defined portions of the electoral areas participating:
- "5. No debt other than borrowing for current expenditures shall be incurred for the purposes of this function:
- "6. On or before December 31 in each year the Regional Board shall submit for approval of the Inspector of Municipalities the estimates of revenue and expenditure for this function for a period of three years commencing in 1982 fiscal year.
- "7. The Minister may, at any time within three years from the date of these supplementary Letters Patent, require the Regional Board to submit for the assent of the electors any matter related to the carrying out of the function granted under this division, where he is of the opinion that such assent should be sought:

"8. The Regional Board may, by by-law, establish for the purpose of this function a Recreation Commission consisting of the directors representing The Corporation of the City of Dawson Creek, The Corporation of the Village of Pouce Coupe, Electoral Areas D and E, and such other persons as may be designated in the by-law, and the provisions of section 690 of the Municipal Act apply."

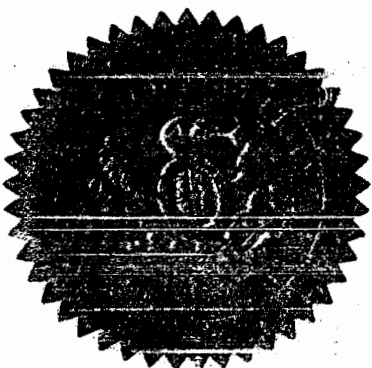
AND THAT the Letters Patent of the Peace River-Liard Regional District be deemed to be amended accordingly:

IN TESTIMONY WHEREOF, We have caused these Our Letters to be made Patent and the Great Seal of Our said Province to be hereunto affixed.

WITNESS, the Honourable Henry P. Bell-Irving, Lieutenant-Governor of Our said Province of British Columbia, in Our City of Victoria, in Our said Province, this 15th day of May, in the year of our Lord one thousand nine hundred and eighty-one and in the thirtieth year of Our Reign.

By Command.

Provincial Secretary and
Minister of Government Services.





REPORT

To: Chair and Directors

Report Number: CS-BRD-018

From: Trish Morgan, General Manager of Community Services

Date: July 29, 2020

Subject: July 23, 2020 Emergency Executive Committee Recommendations

The following recommendations from the July 23, 2020 Emergency Executive Committee meeting are presented to the Regional Board for its consideration:

RECOMMENDATION #1: [Corporate Unweighted]

That the Regional Board waive the Search and Rescue Grant Policy to allow the Tumbler Ridge Search and Rescue Society to carry forward \$3,500 from their remaining 2019 Search and Rescue grant allocation, for the purpose of insurance for the new Command Truck, which delivery of has been postponed due to manufacturing delays related to COVID-19.

RECOMMENDATION #2: [Corporate Unweighted]

That the Regional Board deny the Regional Grant in Aid application from the Chetwynd Search and Rescue Society, in the amount of \$6,000, due to an incomplete application.

RECOMMENDATION #3: [Corporate Unweighted]

That the Regional Board deny the Regional Grant in Aid application from the North Peace Search and Rescue Society, in the amount of \$12,394, to assist with mapping technology improvements.

RECOMMENDATION #4: [Corporate Unweighted]

That the Regional Board approve the Regional Grant in Aid application from the South Peace Search and Rescue Society, in the amount of \$20,207.05.

RECOMMENDATION #5: [Corporate Unweighted]

That the Regional Board approve the Regional Grant in Aid application from the Tumbler Ridge Search and Rescue Society, in the amount of \$4,540.00.

RECOMMENDATION #6: [Corporate Unweighted]

That the Regional Board approve the Regional Grant in Aid application from the North Peace Search and Rescue Society, in the amount of \$21,558.28.

RECOMMENDATION #7: [Corporate Unweighted]

That the Regional Board approve that no Search and Rescue Grant Allocation meeting be held this year, and that allocations be disbursed as approved by the Committee.

BACKGROUND/RATIONALE:

The draft minutes of the July 23, 2020 Emergency Executive Committee meeting are on the Consent Calendar.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Responsive Service Delivery
- ☒ Enhance Emergency Planning and Response Capacity

FINANCIAL CONSIDERATION(S):

\$50,000 was budgeted for in the 2020 SAR grant line under Regional Grants-in-Aid.

Recommended 2020 Grant Awards	Amount
South Peace SAR	\$20,207.05
Tumbler Ridge SAR	\$4,540.00
North Peace SAR	\$21,558.28
Total	<u>\$46,305.33</u>

COMMUNICATIONS CONSIDERATION(S):

None.

OTHER CONSIDERATION(S):

None.



REPORT

To: Chair and Directors

Report Number: ENV-BRD-015

From: Gerritt Lacey, Solid Waste Manager

Date: September 3, 2020

Subject: September 3, 2020 Solid Waste Committee Recommendations

The following recommendations from the September 3, 2020 Solid Waste Committee Meeting are being presented to the Regional Board for its consideration:

RECOMMENDATION #1: *[Corporate Unweighted]*

That the Regional Board approve the updated Regional Solid Waste Management Plan timeline, and authorize two Special Committee of the Whole meetings, on October 1 and October 16, 2020, to review the updated strategies for the Plan; further, that a Solid Waste Management Plan, prepared by another regional district using broad, non-specific strategies be provided for information.

RECOMMENDATION #2: *[Corporate Unweighted]*

That the Regional Board approve the preparation of an information report for the next Solid Waste Committee meeting, outlining potential cost implications to the 2021 budget for implementation of a vermicomposting pilot project, in partnership with the City of Dawson Creek's composting program, including infrastructure development of a pad area with leachate containment at the Bessborough Landfill.

RECOMMENDATION #3: *[Corporate Unweighted]*

That the Regional Board provide support for the Provincial Chronic Wasting Disease (CWD) program in Northeast BC by allowing access to wildlife carcasses brought into the Bessborough, Chetwynd and North Peace Regional Landfills from August 1, 2020 to April 30, 2021.

RECOMMENDATION #4: *[Corporate Weighted]*

That the Regional Board waive tipping fees for the disposal of sample materials associated with the Provincial Chronic Wasting Disease program between August 1, 2020 and April 30, 2021.

RECOMMENDATION #5 *[Corporate Unweighted]*

That the Regional Board approve the development of a marketing campaign to increase awareness and importance of Chronic Wasting Disease (CWD); further that collaboration with First Nations, area Road Contractors, Guides and Outfitters, and other related agencies be undertaken to increase understanding of the significance of CWD in the region.

BACKGROUND/RATIONALE:

The draft minutes of the September 3, 2020 Solid Waste Committee meeting are on the Consent Calendar.

Recommendation #1:

At the September 3, 2020 Solid Waste Committee Meeting (SWC), a timeline for a revised draft of the Regional Solid Waste Management Plan (the Plan) was presented. The new timeline allows staff to work with the consultant to incorporate comments the Regional Board had around the draft Plan, which was presented to the Regional Board on August 13, 2020.

The revised draft Plan will be condensed from the current 26 strategies, down to approximately 15 strategies. The reduction in overall strategies will allow greater flexibility in the future as technologies and markets change. The newly condensed strategies will contain the same content as the original draft Plan, but where some strategies were once individual standalone strategies, they will become the support and structure under the new broader strategy title as details of what is considered under the strategy.

The revised Draft will then be reviewed by the Committee of the Whole (CoW) in two halves at two special meetings, held October 1, 2020 and October 16, 2020, with the consultant, Morrison Hershfield, to present the new draft Plan and answer questions at both meetings. After the second meeting, the revised draft Plan will be presented to PTAC for their consideration. The revised draft will then be presented to COW, during the November meeting, in its entirety for final approval. Once the revised draft Plan has been approved by the Regional Board, the Plan will be ready for the public consultation phase.

Recommendation #2:

Staff is looking to implement a second vermicomposting pilot at the Bessborough Landfill (BBLF) in 2021. The pilot is intended to replicate an organics diversion program within the region.

An opportunity to partner with the City of Dawson Creek and their current yard waste program presented an initial feedstock for the pilot. Additionally, the pilot would look to restaurants as additional sources of feedstock.

At this time, the BBLF does not have a dedicated area for composting. A report will be provided to look at the total cost of the pilot, and implications to the 2021 budget year. The report will summarize the estimated costs of infrastructure, machinery, and staffing costs. With the addition of estimated tonnages and waiving of tipping fees.

Recommendations #3, 4, 5:

Staff was approached by the Regional Chronic Wasting Disease Coordinator in an effort to help increase their sample size and waive tipping fees for collected materials at landfills.

Chronic Wasting Disease (CWD) is a fatal nervous system disease known to naturally infect ungulates such as deer, moose, and elk. Currently, the CWD coordinator uses roadkill carcasses to populate the

majority of their samples but the current road contractor has been taking the carcasses to landfill, where the CWD Coordinator is unable to collect the needed sample material.

During the September 3, 2020 SWC Meeting, the importance of providing support for the program was discussed. The opportunity to collaborate with member First Nations, road contractors, guides and outfitters and other agencies to increase awareness and understanding of CWD in the region was expressed as a priority.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Responsive Service Delivery
- ☒ Review and Amend Solid Waste Management Plan

FINANCIAL CONSIDERATION(S):Recommendation #1:

The revised draft will result in an additional four meetings that the consultant did not include in their original proposal. Additional meetings for the consultant to attend cost \$2,500 each. Additionally, the revisions to the draft Plan will add extra consultant time, which is estimated at between \$3,500 and \$6,000 depending on depth of the consolidation.

During the 2020 budget process, \$100,000 dollars was allotted for the RSWMP renewal. The additional \$16,000 was not allocated as part of that budget number. The extra \$16,000 can be absorbed in the overall envelope for consulting services, which was budgeted at \$150,000.

Recommendation #3, 4, 5:

Tipping fees for carcasses brought to the landfill are paid when the carcass is initially dropped off by whomever brought it, at a rate of \$55/tonne. By allowing the CWD Coordinator to take the material from the site to test it, then return it to be disposed of, the tipping fee for that material will have already been collected when it first crossed the scale; therefore no tipping fee revenues are lost through the process.

For materials found and brought to the site by the Coordinator on their own, the waiving of tipping fees would be potential lost revenue. Last year the CWD Coordinator was able to collect 150 samples, which translate to approximately \$250 in tipping fees¹.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

None at this time.

¹ Estimate uses 30kg per head as weight



REPORT

To: Chair and Directors

Report Number: ADM-BRD-003

From: Kelsey Bates, Deputy Corporate Officer

Date: July 31, 2020

Subject: Criminal Record Check Policy Amendment

The following motion was deferred from the October 24, 2019 Regional Board Meeting and is being presented to the Regional Board for its consideration:

RESOLUTION ON THE FLOOR:

RD/19/10/15 (24)

MOVED Director Rose, SECONDED Director Heiberg,

That the Criminal Record Check Policy be amended to:

1. Add a discretionary ability for the Chief Administrative Officer (CAO) to request criminal record checks on new and/or additional positions in future that are not listed in the Policy;
2. Update and clarify the definitions of "designated positions" at the PRRD and the "vulnerable sector" to reflect organizational roles and current legislation;
3. Add a clause that employees who receive a criminal record check be compelled to report any new infractions to the CAO for review and consideration; and
4. Update the list of positions that require criminal record checks upon hire.

It is recommended that the Regional Board defeat the resolution above in consideration of the updated recommendation below:

RECOMMENDATION: [Corporate Unweighted]

That the Regional Board amend the Criminal Record Check Policy to:

1. Update and clarify the definitions of "designated positions" at the PRRD and the "vulnerable sector" to reflect organizational roles and current legislation;
2. Add a clause that states that employees who are required to receive a criminal record check be compelled to report new infractions, that affect bona fide occupation requirements of their position, to the Chief Administrative Officer for review and consideration; and,
3. Update the list of positions that require criminal record checks.

BACKGROUND/RATIONALE:

On October 24, 2019, the Regional Board passed the following resolution:

MOVED, SECONDED, and CARRIED

That consideration of Resolution No. RD/19/10/15 (24) which states:

That the Criminal Record Check Policy be amended to:

1. Add a discretionary ability for the Chief Administrative Officer (CAO) to request criminal

- record checks on new and/or additional positions in future that are not listed in the Policy;
 2. Update and clarify the definitions of “designated positions” at the PRRD and the “vulnerable sector” to reflect organizational roles and current legislation;
 3. Add a clause that employees who receive a criminal record check be compelled to report any new infractions to the CAO for review and consideration; and
 4. Update the list of positions that require criminal record checks upon hire.
- be deferred until the Regional Board has been provided with clarification on the proposed policy amendments’ alignment with the BC Human Rights Code and the circumstances under which the completion of criminal record checks would be at the CAO’s discretion.

The Regional Board adopted a Criminal Record Check Policy on June 6, 2016. As part of the comprehensive policy review identified in the Board’s Strategic Plan, the Criminal Record Check Policy has been amended to reflect current PRRD positions that require checks. A clause has also been added to compel employees to report new infractions that affect bona fide occupation requirements of their position, which may arise during the five-year interval between checks.

All discovered or reported charges will be considered as they relate to the position the employee holds, considering bona fide occupational requirements, and with consideration to the *Human Rights Act* and more specifically the *Criminal Records Review Act*. The PRRD sought legal counsel on this matter to ensure it complied with the BC Human Rights Code.

The BC Human Rights Code does not go into great detail on the matter, save to say that a person must not “(a) refuse to employ or refuse to continue to employ a person, or (b) discriminate against a person regarding employment or any term or condition of employment ... because that person has been convicted of a criminal or summary conviction offence that is unrelated to the employment or to the intended employment of that person.” Because the PRRD’s Policy specifically speaks to “bona fide occupations requirements”, which are related to the employment, it is within the parameters of the Code.

The *Criminal Records Review Act* states that municipalities are exempt from the requirement to “ensure that every individual who is hired for employment involving work with children or work with vulnerable adults and every employee who works with children or works with vulnerable adults undergoes: (a) a criminal record check; or (b) a criminal record check verification”. Although the PRRD is exempt from performing such checks, it is in the best interest of the organization that its staff are properly vetted for the safety of the community and the protection of the PRRD.

Criminal Record Checks are only required for positions where certain criminal convictions violate a reasonable and bona fide requirement of the job or where employees are working with children or vulnerable peoples.

Additions to the Criminal Record Check Policy are highlighted in yellow.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Organizational Effectiveness
- ☒ Comprehensive Policy Review

FINANCIAL CONSIDERATION(S):

The cost of a Criminal Record Check is \$50. Depending on the nature of the check (employment vs. vulnerable sector check), an additional \$30 fee may be incurred to run fingerprints.

All costs for the checks are reimbursable to the candidate/employee upon submission of a receipt.

COMMUNICATIONS CONSIDERATION(S):

Employees who are required to have a criminal record check, as per Appendix A of the Policy, will be asked to complete a criminal record check upon adoption of the amended policy. All new hires for positions in Appendix A will be required to have a check submitted within 30 calendar days of hire, which will be communicated through offer letters as a subject of employment.

OTHER CONSIDERATION(S):

None.

Attachments:

1. Draft Amended Criminal Record Check Policy

**CRIMINAL RECORD CHECK POLICY**

Department	Administration	Policy No.	0340-20-25
Section	Human Resources	Date Approved by Board	June 9, 2016
Repeals	RD/16/05/18 (26)	Board Resolution #	RD/16/06/11

Amended		Board Resolution #	
Amended		Board Resolution #	
Amended		Board Resolution #	

Repealed		Board Resolution #	
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1. Purpose

- 1.1 The purpose of the Criminal Record Check Policy is to establish clear guidelines for standards of employment with the Peace River Regional District (PRRD).

2. Scope

- 2.1 This Statement of Policy applies to all PRRD employees who hold designated positions as listed in Appendix A.

3. Definitions

- 3.1 *Designated Employee Position*: refers to a position within the PRRD that:

- i. works directly or indirectly with the vulnerable sector(s);
- ii. has access to a resident's home or property as part of their work assignment;
- iii. is involved with providing Emergency Social Services (ESS); or
- iv. is a Designated Officer of the PRRD.

- See [Appendix A](#) for the list of Designated Employee Positions.

- 3.2 *Vulnerable Sector*: refers to a [Designated Position](#) who: ~~children directly or could potentially have unsupervised access to children in the ordinary course of employment with the Regional District.~~

- i. works with children (18) eighteen years of age or younger;
- ii. works with individuals (19) nineteen years of age or older who receive health services, other than acute care, from a hospital, facility, unit, society, service, holder or registrant under the *Criminal Records Review Act*;
- iii. is involved in the provision of [Emergency Social Services](#) (ESS), ~~is included under~~ [Vulnerable Sector](#) as the nature of the work deals with anyone who may need to rely on the services and support of others, and for this reason, may become vulnerable to a breach of trust by ESS responders.

**4. Policy**

- 4.1 As a condition of employment with the PRRD, employees in [Designated Positions](#) (see [Appendix A](#)) must provide proof of a clear or satisfactory criminal record check within 30 days of their employment commencement date, in adherence with applicable Acts and the Collective Agreement.
- 4.2 Employees in [Designated Positions](#) are required to provide an updated criminal record check every five (5) years.
- a. Employees in [Designated Positions](#), who incur criminal record charges that violate a reasonable and bona fide job requirement(s), are compelled to report such matters to the Chief Administrative Officer for review and consideration in the interim period between checks.
- 4.3 The fee to obtain a criminal record check, if applicable, will be reimbursed by the PRRD. A copy of the receipt is required for reimbursement.

Affiliated Procedure	Criminal Records Check Procedure
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Appendix A List of Designated Positions

Designated Officers

- Chief Administrative Officer
- Deputy Chief Administrative Officer
- Chief Financial Officer
- Corporate Officer

Financial Services

- Financial Services Manager
- Procurement Officer
- Investment Officer

Charlie Lake Fire Department

- Fire Chief *
- Deputy Fire Chief *
- Members of the Volunteer Fire Department(s) *

Community Services

- Protective Services Manager *
- General Manager of Community Services *
- Protective Services Coordinator*
- ~~Community and Electoral Area Services General Manager – V~~
- ~~Community Services Coordinator – V~~

Information Technology

- Information Technology Manager
- Information Technology Coordinator

Environmental Services

- Environmental Services Coordinator
- Environmental Services Manager
- Field Services Assistant

Development Services

- Bylaw Enforcement Officer
- Building Inspector

* Indicates that a [Vulnerable Sector](#) Search is required as part of the Criminal Record Check.



REPORT

To: Chair and Directors

Report Number: ADM-BRD-059

From: Kelsey Bates, Deputy Corporate Officer

Date: July 9, 2020

Subject: Condolence and Get Well Policy - Amendment

RECOMMENDATION: [Corporate Unweighted]

That the Regional Board adopt the amended Condolence and Get Well Policy, which updates the purpose of the Policy and the definition of immediate family.

BACKGROUND/RATIONALE:

The Peace River Regional District 2019-2022 Strategic Plan includes completion of a comprehensive policy review as a strategy under Organizational Effectiveness.

The Condolence and Get Well Policy has been amended to provide an updated purpose, in alignment with the Regional Board's strategic priority to "Support and Develop Human Resources". It is a key piece to developing a culture of care and community in the organization, for both staff and Board Members, and building a corporate culture that supports and values employees' is a tool for employee retention. Also, the definition of family has been updated (expanded) to align with the definition found in the *Employment Standards Act*.

In the attached amended Condolence and Get Well Policy, new clauses are highlighted in yellow and information that is proposed for removal is stricken. Internal operating procedures have been removed from the Policy and documented separately.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Organizational Effectiveness
 - ☒ Comprehensive Policy Review
 - ☒ Support and Develop Human Resources

FINANCIAL CONSIDERATION(S):

The definition of "immediate family" now includes siblings, grandchildren, grandparents, a spouse's children and parents, and any person who lives with an employee as a member of the employee's family. The inclusion of additional family members may result in an increase to the cost of administering the Policy as it will be more broadly applicable; however, the magnitude of the potential increase is

difficult to estimate, as the events that would enact this Policy, such as a hospitalization, are generally unpredictable.

COMMUNICATIONS CONSIDERATION(S):

The PRRD will not send condolence or get well gifts unless it is notified. Staff and Board Members are asked to advise Administration should any situations arise where this Policy applies.

OTHER CONSIDERATION(S):

None at this time.

Attachments:

1. Draft Amended Condolence and Get Well Policy



Condolence and Get Well

Department	Administration	Policy No.	0340-016
Section	Human Resources	Date Approved by Board	May 11, 2017
Repeals		Board Resolution #	RD/17/05/09

Amended		Board Resolution #	
Amended		Board Resolution #	
Amended		Board Resolution #	

Repealed		Board Resolution #	
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1. Purpose

- 1.1 The purpose this Policy is to provide guidance on the distribution of condolence and get well gifts in the case that the PRRD is notified of a death, serious illness, or hospitalization of longer than 48 hours.
- ~~1.2 To document and the procedure and financial contribution to be used under the policy in the case of being notified of a death or serious illness or hospitalization of longer than 48 hours.~~

2. Scope

- 2.1 This Policy applies to current and former Directors of the PRRD Regional Board (Board Members), current and former PRRD staff, and the [immediate family](#) of each.

3. Definitions

- ~~3.1 Immediate Family: for the purposes of this policy, immediate family is defined as a spouse or partner, and children (biological, adopted or foster).~~
- 3.2 **Immediate Family:** refers to:
- the spouse, child, parent, guardian, sibling, grandchild or grandparent of an employee;
 - the child or parent of an employee's spouse; and
 - any person who lives with an employee as a member of the employee's family.

4. Policy

- 4.1 That the Regional Board approve a maximum of \$100 per occasion, to be paid from the Legislative Regional Function, when notified of the death of a current or former Board Member, or current Board Members' immediate family; or current or former employee, or current employee's [immediate family](#).
- 4.2 That the Regional Board approve a maximum of \$100 per occasion, to be paid from the Legislative Regional Function, when notified of a serious illness or hospitalization of



more than 48 hours of a current or former Board Member or current Board Member's immediate family; or current or former staff member, or current staff member's immediate family.

- 4.3 The Board Chair and Chief Administrative Officer may request that Administration send flowers or a contribution in other similar circumstances not described in this Policy.

Affiliated Procedure	Condolence and Get Well Procedures
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REPORT

To: Chair and Directors

Report Number: ADM-BRD-060

From: Kelsey Bates, Deputy Corporate Officer

Date: August 27, 2020

Subject: Policies for Repeal

RECOMMENDATION #1: [Corporate Unweighted]

That the Regional Board repeal the following Administration policies:

1. News Media – Agendas
2. Agenda Deadline
3. Committee of the Whole Meetings

RECOMMENDATION #2: [Corporate Unweighted]

That the Regional Board repeal the following Finance policies:

1. Chetwynd Recreation Complex Purchasing Policy and Approval Process
2. Internet Access
3. Insurance Liability
4. Insurance – MIABC Liability
5. Insurance – Property Tendering
6. Telephone Logs
7. Tangible Capital Asset Implementation
8. Banking
9. Capital Budget
10. Cheque Requisition
11. Financial Reports
12. Surplus Equipment – Disposal Of
13. Direct Deposit
14. Accounts Payable Payment Authorization Process

BACKGROUND/RATIONALE:

The Peace River Regional District 2019-2022 Strategic Plan includes completion of a comprehensive policy review as a strategy under Organizational Effectiveness.

The policies noted above are being proposed for repeal for the following reasons:

1. News Media – Agendas

This Policy, which states that media only receive agenda front sheets (a.k.a. cover pages) in advance of Regional Board Meetings, is addressed in the Board Procedure Bylaw. It also states the media is invited to attend meetings, which is not necessary in a policy, as the meetings are open to the public. At this time, the PRRD does publish full agendas to the public (media included) five business days prior to the meeting. The Bylaw does leave opportunity to move

towards the public publishing of agenda cover pages only, while the Directors could still access the full agenda through escribe (the PRRD's agenda management software).

2. Agenda Deadline

This Policy is addressed in the Board Procedure Bylaw. The noted agenda material submission deadlines are not currently adhered to, as they are outdated.

The deadline in the Policy to submit materials for a Regional Board meeting is 12 noon on the Monday the week prior to the week of the meeting. At this time, agenda materials (committee and Board) are accepted until Tuesday the week prior to the meeting at 2:00 pm. This deadline of 2:00 pm on Tuesday's has been established to ensure the agenda is available as per the Board Procedure Bylaw. The Bylaw stipulates that the agenda will be "accessible to Directors for download via the Regional District's Web Page as least 5 business days before the applicable meeting". The current agenda submission deadlines will be included in the next Procedure Bylaw update for the Regional Board's consideration.

3. Committee of the Whole Meetings

This Policy states that "the 4th Thursday of every month be reserved for Board Committee of the Whole meetings, when required. Further, that the meetings commence at 10:00 a.m. with the Board meeting to follow". Historically and generally, Regional Board Meetings are every 2nd and 4th Thursday of each month. This has not been included in the Bylaw as it allows the Regional Board flexibility to schedule meetings around annual events, such as the Union of BC Municipalities Convention. If this Policy were repealed, Committee of the Whole Meetings would continue to be scheduled once each month (the second meeting if there are two), as necessary.

4. Chetwynd Recreation Complex Purchasing Policy and Approval Process

This Policy conflicts with the PRRD's Procurement Policy, which was adopted by the Regional Board in 2019. All purchasing is now consistently administered through the Procurement Policy.

5. Internet Access

This Policy, which states that the PRRD will pay for part of employee's internet through the Peace Region Internet Society, is outdated and currently not in use.

6. Insurance Liability

This Policy is obsolete and provides little guidance or policy.

7. Insurance – MIABC Liability

This Policy simply states that the PRRD will continue its membership in the Municipal Insurance Association of BC. This was a resolution captured at the time, and is not necessary to retain as a policy.

8. Insurance – Property Tendering

This Policy states that the PRRD will tender property insurance every three years. Competitive bid processes are addressed in the PRRD's Procurement Policy, so this Policy is not necessary.

9. Telephone Logs

This Policy, to record long distance calls in a register, is outdated and not currently in use; further, it is operational in nature.

10. Tangible Capital Asset Implementation

This Policy is simply a captured resolution to implement a Tangible Capital Asset Policy, which was completed (attached). The Tangible Capital Asset Policy is also scheduled for review at a future date.

11. Banking Policy

This Policy, which provides parameters for tendering for banking services, is not necessary as it is addressed in the PRRD Procurement Policy.

12. Capital Budget

This Policy is unnecessary, as capital budgeting is required under the *Local Government Act* under section 374 – Annual Financial Plan.

13. Cheque Requisition

This Policy, which provides a cheque requisition form, is operational in nature and not necessary; it can simply be captured as an internal operating procedure.

14. Financial Reports

This Policy is not currently in use.

15. Surplus Equipment – Disposal Of

This Policy is not in use. Currently, surplus equipment is disposed of at public auction, and in line with the PRRD's Tangible Capital Asset Policy. If the Regional Board repeals this Policy, the procedure to publically auction items will be documented during the Tangible Capital Asset Policy Review.

16. Direct Deposit

This Policy, outlining the use of direct deposit and through which bank, is outdated (1996) and operational in nature.

17. Accounts Payable Payment Authorization Process

This Policy is simply a resolution captured: "that the previous requirement to have cheques over \$10,000 signed by the authorized signatories be eliminated; and that all cheques will be processed with electronic signatures". This is now an operational procedure.

ALTERNATIVE OPTIONS:

1. That the Regional Board retain any or all of the attached policies, with or without amendments.
2. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Organizational Effectiveness
- ☒ Comprehensive Policy Review

FINANCIAL CONSIDERATION(S):

No expenses will be incurred as a result of these policies being repealed.

COMMUNICATIONS CONSIDERATION(S):

None.

OTHER CONSIDERATION(S):

None.

Attachments:

1. News Media – Agendas Policy
2. Agenda Deadline Policy
3. Committee of the Whole Meetings Policy
4. Chetwynd Recreation Complex Purchasing Policy and Approval Process Policy
5. Internet Access Policy
6. Insurance Liability Policy
7. Insurance – MIABC Liability Policy
8. Insurance – Property Tendering Policy
9. Telephone Logs Policy
10. Tangible Capital Asset (TCA) Implementation Policy (includes TCA Policy for information)
11. Banking Policy
12. Capital Budget Policy
13. Cheque Requisition Policy
14. Financial Reports Policy
15. Surplus Equipment – Disposal Of Policy
16. Direct Deposit Policy
17. Accounts Payable Payment Authorization Process Policy



Department: Administration

POLICY STATEMENT

NEWS MEDIA - AGENDAS

The Board will send agenda front sheets only to all local media. All media is invited to attend Regional Board Meetings at which time a copy of the agenda package would be made available to them. Questions from the Media is a normal item on Regional Board Agenda.



POLICY STATEMENT

AGENDA DEADLINES

1. All material for a Regional Board meeting, must be in the hands of the Director of Administration by the deadline of 12 noon on the Monday of the week prior to the week of the meeting, for meetings held on the second and fourth Thursdays of the month. For Board meetings held on other days, the Director of Administration may adjust the deadline as appropriate to permit preparation of the agenda package.
2. For all other meetings, the deadline for production of an agenda, is three working days prior to the meeting day.



Department: Admin

POLICY STATEMENT

Committee of the Whole Meetings

That the 4th Thursday of every month be reserved for Board Committee of the Whole meetings, when required.

Further, that the meetings commence at 10:00 a.m. with the Board meeting to follow.

Adopted by Board: *March 26, 2015 / Resolution No. RD/15/03/14(26)*



POLICY STATEMENT

Chetwynd Recreation Complex Purchasing Policy and Approval Process

AUTHORITY

The Board of the Peace River Regional District delegates purchasing authority for the Chetwynd Recreation Complex (referred to as the "Complex") to the Civic Properties Commission Building Committee (referred to as the "Building Committee.")

PURCHASING POLICY

A. GENERAL

1. These represent the minimum purchasing requirements. The policy does not prevent the minimum standards to be exceeded.
2. Where the Building Committee deems it an emergency, it reserves the right to waive the policy.
3. Tendered or quoted amounts must be the same or lower than the budgeted amount.
4. All purchases are to be by Purchase Order only for project record keeping purposes.

B. PURCHASING LIMITS AND APPROVALS

1. The Construction Manager is authorized to approve purchase orders for budgeted goods and services for the Complex, as follows:
 - a) up to \$1,000 (catalogue price, or verbal quote – recorded on copy of purchase order)
 - b) from \$1,001 to \$10,000 (at least two written or verbal quotes recorded on copy of purchase order).
2. The Building Committee shall approve goods and services for the Complex as follows:
 - a) from \$10,001 to \$50,000 (invitation to tender)
 - b) over \$50,000 (publicly advertised tender).

TENDERING POLICY – Projects

C. Tenders, verbal or written must clearly convey to the suppliers that:

1. all tendered prices must be net of PST;
2. all tendered prices are FOB Chetwynd Recreation Complex;
3. the Building Committee will not necessarily accept the lowest or any bid and may accept the lowest or any bid and may accept or reject bid irregularities;
4. bid deposits or surety shall be prescribed on purchase notices inviting bids;
5. the Building Committee may require a performance bond before entering a bid-based contract, and in such amounts as shall be found necessary to protect the best interests of the Complex;
6. the Building Committee reserves the full right, in its sole discretion and according to its own judgement of its best interest to:
 - a) reject any or all tenders,
 - b) waive any defect or deficiency in a tender which does not materially affects the tender of the Tender Price,
 - c) accept any tender, including an Alternative Tender,
 - d) accept the Tender which is deemed most advantageous to the Building Committee, the lowest or any Tender will not necessarily be accepted; and
7. in no event shall the Building Committee be liable for a tenderer's cost of preparing a tender.

D. RECEIVING OF TENDERS

1. All tenders envelopes shall be stamped or handwritten with the time of receipt (date, hour and minutes).
2. A list of tenders received shall be kept and remain confidential till the tender opening.
3. Tenders must be kept in a secure place.
4. Tenders submitted via facsimile machine or via email are not acceptable unless such is expressly permitted in the tender call.

D. Receiving of Tenders (continued)

5. Revision to the tenders are attached to the relevant submission and must only show an increase or reduction.
6. The Construction Manager should attempt to notify bidders of any obvious irregularities in the receipt of the tender, prior to tender opening.
7. The number of tenders submitted is confidential information and shall not be disclosed until the tender opening commences.

E. OPENING OF TENDERS

1. Tender opening shall at all times be formal, correct and a well documented record made.
2. A tender opening record shall list the names of the bidders, the amount of the bids, the revised prices (if any) and the total of each bid.
3. Names and signatures of at least two Building Committee members present must be attached to the tender opening record.
4. All pertinent data/information must be noted, including the names of all people in attendance and their affiliations.
5. The Construction Manager staff shall ensure that they adhere to the correct opening time to ensure that tenders are not opened prematurely.
6. Each tender is to be received in the form prescribed.
7. All tenders submitted late shall be returned to the sender unopened with tender envelope marked "Late Tender/Unopened".
8. Under no circumstances is the Construction Manager to give an indication of who the successful bidder is until where applicable, the Building Committee has made a decision.

F. AWARD OF TENDERS

Tenders shall be referred to the building Committee for authorization.

G. POST TENDER NEGOTIATIONS

The Building Committee may negotiate changes to the tender with the lowest qualified bidder only in compliance with the following:

- a) negotiations shall be with the lower bidder
- b) all successful bidders shall be advised as to the disposition of their written quotes or bids
- c) the scope of work as detailed in the Tender call does not change

H. GIFTS AND GRATUITIES

Peace River Regional District employees, District of Chetwynd employees, Construction Manager and Building Committee members are expressly prohibited from soliciting or accepting any rebate, gift or gratuity (excepting minor mementos of no value) from any person or firm to which any contract or purchase order may be awarded.



Department: Finance

POLICY STATEMENT

INTERNET ACCESS

The Regional District, through the Peace Region Internet Society (PRIS) purchases subscriptions on a year-to-year basis for access to the Internet. It is the policy of the Regional District that individual accounts may be cost shared on a 50-50 basis with the individual staff member.



Department: Finance

POLICY STATEMENT

LIABILITY INSURANCE

The Regional Board has authorized a policy of budgeting and reserving with a view to obtaining the highest deductible possible.



Department: Administration

POLICY STATEMENT

INSURANCE - MIABC LIABILITY

That the Peace River Regional District continue its membership in the Municipal Insurance Association of British Columbia.



Department: Administration

POLICY STATEMENT

INSURANCE-PROPERTY TENDERING

The Regional District has property insurance on all the structures it owns. It has been the policy to tender this insurance every three years to ensure that we are getting the best coverage for the best price.



Department: Finance

POLICY STATEMENT

TELEPHONE LOGS AND LONG DISTANCE PHONE CALLS

Long distance telephone logs still must be maintained at the Fort St John office but are no longer required in Dawson Creek.

When making personal long distance calls from office phones in Dawson Creek, staff must dial in their personal identification number so that the call can be charged to them. In Fort St John, personal calls should be so noted on the log.

Long distance faxes are reversed! A log must still be maintained in Dawson Creek and personal faxes listed on the log page for that purpose. In Fort St John, departmental codes must be dialed in. For personal faxes in Fort St John, please write a short note to Finance detailing the time and date of call, and the number dialed.



Department: Finance

POLICY STATEMENT

Tangible Capital Asset

The Regional District authorizes the implementation of a Tangible Capital Asset (TCA) policy, whereby tangible assets valued at over \$2,000, with a useful life of more than one year, will be classified as capital assets.

Tangible Capital Assets (TCA) Public Sector Accounting Policy 3150 (PSAB 3150) for recording and depreciation of capital assets.

Board approved January 11, 2007

**TANGIBLE CAPITAL ASSET**

Department	Finance	Policy No.	0340-25
Section	General	Date Approved by Board	June 24, 2010
Repeals	Tangible Capital Asset	Board Resolution #	RD/10/06/03 (24)

Amended		Board Resolution #	
Amended		Board Resolution #	
Amended		Board Resolution #	

Repealed		Board Resolution #	
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1. Purpose

- 1.1 The purpose of this Policy is to provide guidance for the accounting treatment [of tangible capital assets](#).
 - a. The principal issues in accounting for tangible assets are the recognition of the assets, the determination of their carrying amounts, determination of amortization charges, accurately recording disposals and the recognition of any related impairment losses.
- 1.2 This Policy covers policies and procedures to protect and control the use of all [tangible capital assets](#), provide accountability over tangible capital assets, and gather and maintain information needed to prepare financial statements.

2. Scope

- 2.1 This Policy applies to all Departments, Boards, Agencies, and other organizations falling within the reporting entity of the Peace River Regional District.

3. Definitions

- 3.1 *Amortization*: The accounting process of allocating the cost, less residual value, of a [tangible capital asset](#) to operating periods as an expense over its useful life in a rational and systematic manner appropriate to its nature and use.
- 3.2 *Betterment*: Subsequent expenditures on a [tangible capital asset](#) that:
 - a. increases previously assessed output or service capacity;
 - b. lowers associated operating costs;
 - c. extends the useful life of the asset; or
 - d. improves the quality of the output.
- 3.3 *Capital Lease*: A non-financial asset that has physical substance and a useful life extending beyond an accounting period and is held under lease by the Regional District for use, on an ongoing basis, in the production or supply of goods and services. Under the terms and



conditions of the lease, substantially all of the benefits and risks incident to ownership are, in substance, transferred to the Peace River Regional District without necessarily transferring legal ownership.

- 3.4 *Cost*: The gross amount of consideration given up to acquire, construct, develop or better a [tangible capital asset](#) and includes all costs directly attributable to acquisition, construction, development or betterment of the tangible capital asset.
- 3.5 *Fair Value*: The amount of consideration that would be agreed upon in an arm's length transaction between knowledgeable, willing parties who are under no compulsion to act.
- 3.6 *Net Book Value*: The [cost](#) of a [tangible capital asset](#) less accumulated amortization and the amount of any write-downs.
- 3.7 *Residual Value*: The estimated net realizable value of a tangible capital asset at the end of its useful life to the Regional District.
- 3.8 *Tangible Capital Asset*: A non-financial asset having physical substance that:
 - a. is used on a continuing basis in the Regional District's operations;
 - b. has a useful life that extends beyond one year; and
 - c. is not held for resale in the ordinary course of operations.
- 3.9 *Useful Life*: The estimated period over which a capital asset is expected to be used by the Regional District. A tangible capital asset's useful life may be shorter than the actual life of the asset due to limitations on the physical, technological, commercial or legal life of the asset.
- 3.10 *Write-down*: A reduction in the [cost](#) of a tangible capital asset to reflect the decline in the asset's value due to a permanent impairment.

4. Policy

4.1 Valuation

- a. Tangible capital assets should be recorded at [cost](#) plus all charges directly attributable to place the asset in its intended location and condition for use.
- b. The [cost](#) of purchased assets is comprised of the consideration paid to acquire the item including all non-refundable taxes, duties, freight and preparation costs net of any discounts or rebates. For land, the cost will include costs such as legal fees, land registration and transfer taxes as well as any costs that make the land suitable for its intended use, such as demolition costs or site improvements that become part of the land.
- c. The [cost](#) of constructed or developed assets will include all costs directly attributable to the asset constructed or developed including, but not limited to, construction costs, professional fees and architectural costs.



- d. Donated or contributed assets will be recorded at the fair value at the date of contribution. Fair value may be determined using market or appraisal values.

4.2 Capitalization

[Tangible Capital Assets](#) should be capitalized according to the following thresholds:

ASSET CATEGORY	THRESHOLD
Land	Capitalize All
Buildings - Foundations	\$25,000
Buildings - Portable	\$25,000
Machinery and Equipment	\$5,000
Vehicles	\$10,000
IT Infrastructure	\$5,000
Infrastructure (Roads, Water, Sewer)	\$25,000
Landfills	\$100,000
Transfer Stations	\$25,000

4.3 Categories

A category of assets is a grouping of assets of a similar nature or function in the Regional District's operations. The following categories shall be used:

- a. *Land* – All land owned by the Regional District is segmented by each parcel held.
- b. *Buildings* – Buildings are segmented by each building and whether or not they have a foundation, are portable, and their useful life.
- c. *Machinery & Equipment and Vehicles* – Vehicles, machinery and equipment are segmented on a per unit basis.
- d. *IT Infrastructure* – Includes software, hardware, infrastructure, printers, scanners and photocopiers. Segmentation is on a per unit basis.
- e. *Roads* – Road assets are segmented by roads, lanes, sidewalks and structures.
- f. *Water* – Water systems are segmented by each system.
- g. *Sewer* – Sewer systems are segmented by each system.
- h. *Parks* – Parks Infrastructure are segmented by each park and structure.
- i. *Landfills* – Landfills are segmented by each landfill. All development [costs](#) which includes roads, hydro, excavation, and digging of pits, and all related costs associated with opening a new pit or landfill. Major purchases will use the useful life of the landfill. Minor purchases such as cameras, computers, general equipment, fencing, will be categorized

into the asset type categories that are listed in Section 4.6 – Asset [Useful Life](#). Landfills will also include closure costs and post closure costs.

- j. *Transfer Stations* – Transfer Stations will be the [costs](#) of any improvements made to the land. Costs related to minor materials such as fencing, curb stops and other related materials will be categorized into asset type categories that are listed in Section 4.6 – Asset [Useful Life](#). Transfer bins (PL6 Bins), will be capitalized on a “pooled” basis, not subject to the minimum threshold amount.
- k. *Work in Progress* – [Tangible Capital Assets](#) under construction at year end. These assets are not amortized until the year they are put into service.

4.4 Amortization

The [cost](#), less any residual value, should be [amortized](#) over its useful life in a rational and systematic manner appropriate to its nature and use. The Regional District shall use the following amortization methods:

ASSET CATEGORY	AMORTIZATION METHOD	EXAMPLES
Land	Not Amortized	vacant, occupied for Peace River Regional District purposes, parks
Buildings	Straight Line	all Regional District owned (Fire Hall, Town Hall, Rec Centre)
Machinery & Equipment	Straight Line	boilers, lifts, pumps, signage, & trailers
Vehicles	Straight Line	criteria is must be motorized and ICBC Licensed (i.e. trucks, cars and fire trucks)
IT Infrastructure	Straight Line	hardware, software, cabling, printers, photocopiers
Roads	Straight Line	roads, sidewalks, parking lots
Water System	Straight Line	pump stations, pipes, mains, services, hydrants
Sewer System	Straight Line	mains, piping, treatment plant
Landfills	Straight Line	opening, development & closing costs , including feasibility studies
Transfer Stations	Straight Line	opening & closing costs, including feasibility studies, and transfer bins
Work In Progress	Not Amortized	projects which are ongoing and not in service will not be amortized

A general guideline for determining the estimated useful life of an asset is included in [Section 4.6](#).

4.5 Write Downs and Disposals

When tangible capital assets are disposed of, scraped, dismantled or replaced due to obsolescence, the department head or designate must notify the Chief Financial Officer, or designate, of the asset description and effective date. The Finance department is responsible for adjusting the asset registers and accounting records recording a gain or loss on disposal.

Disposals of tangible capital assets must comply with the Regional District's policies and procedures.

A write down of a tangible capital asset would occur when the net book value exceeds the fair value of the asset. A write down is caused by a permanent impairment of the assets value.

4.6 Asset [Useful Life](#) (General Guidelines)

ASSET TYPE	DEPRECIABLE LIFE (in years)
Parks Infrastructure	
• Playground Equipment	15
Building Structure with foundation	50
Building Structure without foundation	30
Machinery & Equipment	
• General Equipment	10
• Grounds Equipment and Machinery	15
• Heavy Construction Equipment	15
Vehicles	
• Cars, Light Trucks, Vans	10
• Fire Trucks	20
IT Infrastructure	
• Hardware	5
• Software	5
Infrastructure (dependent upon component and material)	
• Water	40
• Sewer	40
• Drainage	40
• Roads	40
• Parks	15
Landfills (from original opening date)	
• Chetwynd - Opening & Closure costs = 1977-2030	53
• Bessborough – Opening & Closure costs = 2003 - 2053	50
• Rose Prairie – Opening & Closure costs = 1968 - 2013	40
• Fort St John – Opening & Closure costs = 1975 - 2020	45
Transfer Stations	50

Affiliated Procedure



Department: Finance

POLICY STATEMENT

BANKING POLICY

The Regional District will tender its banking services every ten (10) years or earlier if conditions warrant.

[Revised: December 11, 2009]



Department: Finance

POLICY STATEMENT

CAPITAL BUDGET

The Capital Budget is the annual statement of the Board of the major capital expenditures it will make, forecast over the next five years. The capital budget must be reviewed each year. It is prepared following the instructions of the Municipal Act and is contained in a bylaw for each fiscal year.



Department: Finance

POLICY STATEMENT CHEQUE REQUISITIONS

The attached form is a cheque requisition to be used for travel and payroll advances. It may also be used instead of a memo when a cheque is needed in advance of the invoice being received (ie: COD or prepayment) or when the invoice is too small to put coding and approval on.

Peace River Regional District CHEQUE REQUISITION

Supplier:	Date:		
	Supplier No:		
	Approved by:		
	Date Required:		
Description:			
G.L. Code	G.L. Account Description	Department	Amount
		Net amount of cheque	



Department: Finance

POLICY STATEMENT

FINANCIAL REPORTS

The Board receives semi-annual reports on director remuneration and expenses.

The Board receives quarterly reports of revenues and expenditures.

Department Heads and Charlie Lake Local Community Commission receive a monthly copy of their section of the month end General Ledger.



Department: Finance

POLICY STATEMENT

SURPLUS EQUIPMENT - DISPOSAL OF

Whenever the Regional District has surplus equipment for disposal, a specific report will be sent to the Board with a recommendation for sale, donation, landfilling or other disposal.



Department: Finance

POLICY STATEMENT

DIRECT DEPOSIT

That the Regional District enter into an agreement with the Canadian Imperial Bank of Commerce to provide Direct Deposit (DD) of payroll cheques by computer modem at a cost of \$35.00 per payroll run; and

That the Chairman and Administrator be authorized to sign the agreement with the Canadian Imperial Bank of Commerce for the Direct Deposit; and

That it be the policy of the Regional Board that all new employees will be paid by automatic deposit to a bank account of the employee's choosing; and

That it be the policy of the Regional Board that all employees be paid by automatic deposit effective January 1st, 1996 or earlier at the employee's choice.

That it be the policy of the Regional Board that all Regional Board Directors and Charlie Lake Local Community Commissioners be paid their expenses and other payments by automatic deposit.



Department: Finance

POLICY STATEMENT

Accounts Payable Payment Authorization Process

that the previous requirement to have cheques over \$10,000 signed by the authorized signatories be eliminated; and

that all cheques will be processed with electronic signatures.

Board approved June 23, 2011



REPORT

To: Chair and Directors

Report Number: ADM-BRD-070

From: Kelsey Bates, Deputy Corporate Officer

Date: July 10, 2020

Subject: Gifts for Directors and Staff Recognition – Departure and Service Policies

RECOMMENDATION #1: [Corporate Unweighted]

That the Regional Board adopt the amended Gifts for Directors Policy, which:

1. updates the name from Gifts for Directors/Staff, to Gifts for Directors;
2. removes references to staff; and
3. reflects the four year elected official term.

RECOMMENDATION #2: [Corporate Unweighted]

That the Regional Board adopt the Staff Recognition Policy, which:

1. incorporates parameters on recognition gifts for staff, formerly contained in the Gifts for Directors/Staff Policy;
2. repeals and replaces the Long Term Service Awards Policy; and
3. supports employee retention.

BACKGROUND/RATIONALE:

The Peace River Regional District 2019-2022 Strategic Plan includes completion of a comprehensive policy review as a strategy under Organizational Effectiveness.

The Gifts for Directors / Staff Policy was split into two policies (one for staff and one for Directors) and updated for the Regional Board's consideration.

Newly added information in both Policies is highlighted in yellow, while information that is proposed for removal is ~~stricken~~.

Gifts for Directors Policy

The following amendments are proposed:

- Adding a purpose, a scope and definitions.
- Updating the terms for Director recognition to reflect the four year elected official term.
- Simplifying the layout into tables so it easy to follow.
- Removing the portion of the Policy that references staff.
- Removing information that is unclear or redundant.

Staff Recognition – Departure and Service

The following updates are suggested in the newly compiled policy:

- Adding the references to staff that were removed from the Gifts for Directors / Staff Policy.

- Incorporating and replacing the Long Term Service Award Policy (previous duplication to the Gifts Policy).
- Adding a purpose and scope.
- Adding gifts amounts for service pins prior to the 20 year mark.
 - At this time, the Policy supports employees who are departing more so than those who have provided years of service. To increase retention and the recognition of long-term employees, suggested gift amounts are included for the Regional Board's consideration.
- Updating the departing staff gift portion so gifts are only issued to employees of 5 years or longer.
- Removing contracted employees from the service pin recognition list.

Note: Operational procedures are no longer included in the Board policy template, and are instead documented separately.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Organizational Effectiveness
 - ☒ Comprehensive Policy Review
 - ☒ Support and Develop Human Resources

FINANCIAL CONSIDERATION(S):

The additional costs for gifts for long-term service awards is absorbable in the 2020 Financial Plan. Two staff members are expected to receive 5 year service awards in 2020, at a total cost of \$100.

Expenses are expected to decline for departing staff gifts, as it is recommended that the qualification period for a departing gift be extended from one year to four or more. Only staff members who have provided four or more years of service will receive a card and a gift valued at \$50.00 for the first year completed, and \$25.00 for each successive year completed.

COMMUNICATIONS CONSIDERATION(S):

If adopted, the policies will be included in the upcoming Policy Manual and distributed to staff.

OTHER CONSIDERATION(S):

None at this time.

Attachments:

1. Amended Gifts for Directors Policy
2. Amended Staff Recognition – Departure and Service Policy
3. Long Term Service Awards Policy

**GIFTS FOR DIRECTORS /STAFF**

Department	Administration	Policy No.	0340_20_33
Section	Board	Date Approved by Board	Prior to 2000
Repeals		Board Resolution #	Unknown

Amended	March 8, 2007	Board Resolution #	RD/07/03/28
Amended		Board Resolution #	
Amended		Board Resolution #	

Repealed		Board Resolution #	
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1. Purpose

- 1.1 The purpose of this Policy is to ensure departing Directors are recognized for their contributions to the Peace River Regional District.

2. Scope

- 2.1 This Policy applies to all PRRD Directors.

3. Definitions

- 3.1 *Directors*: Current PRRD Directors and/or Alternates who have sworn an oath of office and meet the definition of Director or Alternate under the *Local Government Act*.

4. Policy

- 4.1 On the departure from office of a Director, the farewell gift or recognition shall be as follows:
- a) ~~For less than a five year term, a framed Certificate of Appreciation.~~
 - b) ~~For five years or two terms (6 years) – if retiring, whichever is less, with an indication they will not be running again, a gift valued to \$150.00.~~
 - c) ~~For three terms (9 years) or more, runs for office and does not get re-elected, involuntary retirement, a gift valued from \$150.00 to \$200.00.~~

Term(s) Served	Years Served	Gift
One Term	0-7	Framed certificate of appreciation
Two Terms or More	8-11	A gift valued at \$200

- 4.2 Gifts will be given to Directors who:

- a) Complete their term and do not run again;
- b) Run for office and do not get re-elected;
- c) Retire involuntarily.

When determining the farewell gift or recognition for a Regional Board Director, only the term served is to be referenced.



- 4.3 — On the departure from the employment of the Regional District of a staff member, the farewell gift or recognition shall be as follows:
- a) — For one year or less, a card and no host lunch.
 - b) — For more than one year, a card and a gift valued at \$50.00 for the first year completed and \$25.00 for each successive year completed.
- 4.4 — Long Service Pins shall be awarded for the cumulative total for each period of full time service, part-time service or contract for employment. Time served as school work experience or hourly rate casual shall not be counted. Pins shall be awarded on completion of 5 year increments, beginning with 5 years and will normally be presented at the annual Christmas dinner for Directors, staff and guests.
- 4.5 — That any staff member who achieves 20 years of service be awarded a gift not exceeding \$250.00**, with the selection being left to the discretion of the Personnel Committee.
- 4.6 — That any staff member who achieves years of service in multiples of 5 years after 20 years, be awarded a cheque of \$250.00, presented by the Chair of the Board. —

Affiliated Procedure	
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**STAFF RECOGNITION**

Department	Administration	Policy No.	
Section	Human Resources	Date Approved by Board	
Repeals	Long Term Service Awards	Board Resolution #	

Amended		Board Resolution #	
Amended		Board Resolution #	
Amended		Board Resolution #	

Repealed		Board Resolution #	
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1. Purpose

1.1 The purpose of this Policy is to ensure departing staff are recognized for their contributions to the Peace River Regional District (PRRD), and that current staff are recognized for long service.

2. Scope

2.1 This policy applies to all PRRD staff.

2.2 It is the responsibility of each department head to ensure their departing staff receive the appropriate gift and/or recognition.

2.3 It is the responsibility of Human Resources to ensure long-term service awards distributed in the manner prescribed by the Chief Administrative Officer.

3. Definitions**4. Policy****4.1 Staff Departure**

- a. On the **voluntary** departure from the employment of the Peace River Regional District of a staff member, the farewell gift **and/or** recognition shall be as follows:

Time Employed	Farewell Gift or Recognition
1-3 years	A card and an optional meal gathering at the participants' individual expense
4+ years	A card and a gift valued at \$50.00 for the first year completed, and \$25.00 for each successive year completed.

- ~~a) For one year or less, a card and no host lunch.~~
~~b) For more than one year, a card and a gift valued at \$50.00 for the first year completed and \$25.00 for each successive year completed.~~

**4.2 Long-term Service Awards**

- a. Long Service Pins shall be awarded for **the following:** ~~the cumulative total for each period of full-time service, part-time service or contract for employment. Time served as school work experience or hourly rate casual shall not be counted. Pins shall be awarded on completion of 5-year increments, beginning with 5 years and will normally be presented at the annual Christmas dinner for Directors, staff and guests.~~

Time Counted for Service Pins	Time Not Counter for Service Pins
Each Period of Full Time Service	School Work Experience
Each Period of Part Time Service	Hourly Rate – Casual
On-going Contract for Employment	Contract Employment

- b. Pins and gifts shall be awarded **as follows:** ~~on completion of 5-year increments, beginning with 5 years and will normally be presented at all staff meetings.~~

Pins Awarded	Additional Gift
5 Years	\$50
10 Years	\$100
15 Years	\$150
20 Years	\$250
25 Years	\$250
30 Years	\$250
35 years	\$250

- c. **The “Additional Gift” amount may be cashed out or issued through an appropriate gift, with the selection of the gift or the payout method being left to the staff person being gifted and the Department Head.**

~~That any staff member who achieves 20 years of service be awarded a gift not exceeding \$250.00**, with the selection being left to the discretion of the Personnel Committee.~~

~~That any staff member who achieves years of service in multiples of 5 years after 20 years, be awarded a cheque of \$250.00, presented by the Chair of the Board.~~

Affiliated Procedure	Staff Recognition Procedure
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Department: Administration

POLICY STATEMENT

LONG TERM SERVICE AWARDS

CURRENT POLICY:

Time counted for service pins:

Each period of full-time service;
Each period of part-time service;
Each on-going contract for employment

Time not counted:

School work experience;
Hourly rate - casual

Pins awarded:

5 years
10 years
15 years
20 years
25 years

March 12, 1998



REPORT

To: Chair and Directors

Report Number: ADM-BRD-071

From: Kori Elden, Executive Assistant/HR Generalist

Date: August 21, 2020

Subject: **Christmas Party 2020**

RECOMMENDATION #1: [Corporate Unweighted]

That the Regional Board cancel the 2020 PRRD Christmas Party due to the COVID-19 Order from the Provincial Health Officer, which states that a “gathering of more than fifty patrons at a place for the purpose of an event is prohibited”.

RECOMMENDATION #2: [Corporate Unweighted]

That the Regional Board approve the closure of the Fort St. John and Dawson Creek Peace River Regional District office's and warehouse for Christmas Eve, December 24, 2020, in lieu of the 2020 Christmas Party.

BACKGROUND/RATIONALE:

The PRRD hosts an annual Christmas party for staff and the Board of Directors. These parties are a highlight in the year for staff, and foster many positive relationships for staff across the PRRD Departments and offices. The parties are a celebration of all the hard work that the PRRD performs over the year, and tend to increase staff morale and connection to the organization.

Unfortunately, it does not look like the PRRD Christmas Party will be possible in 2020, as the guidance measures set by British Columbia Ministry of Health and British Columbia Centre for Disease Control state that hotels are prohibited from having mass gatherings of 50 or more people.

In lieu of the Party, closing the offices on Thursday, December 24th could allow staff to spend more time with their families, and the hope is that the one-time closure will result in an increase of positive morale.

ALTERNATIVE OPTIONS:

1. That the Regional Board approve the distribution of \$50 gifts cards to each staff member, Directors and Alternate Directors in lieu of the 2020 Christmas Party.
2. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Organizational Effectiveness
- ☒ Support and Develop Human Resources

FINANCIAL CONSIDERATION(S):

There is \$10,000 allocated in the 2020 Financial Plan for the PRRD Christmas Party in Dawson Creek. If Alternative Option #1 is approved, the cost is estimated at \$4500.00

COMMUNICATIONS CONSIDERATION(S):

The Regional Board's decision will be communicated to all PRRD staff and Directors.

Attachments:

1. COVID-19 Public Health Order - Gatherings Events
2. COVID-19 Guidance Hotel Sector



ORDER OF THE PROVINCIAL HEALTH OFFICER

GATHERINGS AND EVENTS

(Pursuant to Sections 30, 31, 32 and 39 (3) *Public Health Act*, S.B.C. 2008)

The *Public Health Act* is at:

<http://www.bclaws.ca/civix/content/complete/statreg/08028/?xsl=/templates/browse.xsl>
(excerpts enclosed)

TO: OWNERS AND OPERATORS OF PLACES AND PERSONS WHO ORGANIZE OR ATTEND EVENTS AT VACATION ACCOMODATION OR OTHER PLACES

WHEREAS:

1. On March 17, 2020 I provided notice under section 52 (2) of the *Public Health Act* that the transmission of the infectious agent SARS-CoV-2, which has caused cases and outbreaks of a serious communicable disease known as COVID-19 among the population of the Province of British Columbia, constitutes a regional event as defined in section 51 of the *Public Health Act*;
2. The SARS-CoV-2 virus, an infectious agent, can cause outbreaks of COVID-19;
3. A person infected with SARS-CoV-2 can infect other people with whom the infected person is in direct contact, through droplets in the air, or from fluid containing SARS-CoV-2 left on surfaces;
4. The gathering together of people indoors or outdoors for the purpose of attending an event can promote the transmission of SARS-CoV-2 and increase the number of people who develop COVID-19;
5. For certainty, this Order does not apply to workers at a worksite when engaged in their work activities, workers living at a work camp; students, teachers or instructors at a school or post-secondary educational institution when engaged in educational activities; customers in a mall or retail establishment when engaged in shopping activities or seeking services; individuals attending an episodic vending market; individuals in a recreation centre, campground or any other place when not attending an event or to premises subject to the

Restaurants, Coffee Shops, Cafes, Cafeterias and Licensed Premises, including Pubs, Bars, Lounges, Nightclubs and Tasting Rooms Order.

6. For further certainty, this Order applies to meetings or conferences held in hotels or anywhere else.
7. I have reason to believe and do believe that
 - (i) the risk of an outbreak of COVID-19 among the public constitutes a health hazard under the *Public Health Act*;
 - (ii) because the risk of outbreaks resulting from the gathering of people and attendance at events extends beyond the authority of one or more medical health officers and coordinated action is needed to protect the public from contracting COVID-19, it is in the public interest for me to exercise the powers in sections 30, 31, 32 and 39(3) of the *Public Health Act* **TO ORDER** as follows:

THIS ORDER REPEALS AND REPLACES MY ORDER OF JULY 27, 2020 WITH RESPECT TO GATHERINGS AND EVENTS

Definitions in this Order:

“event” refers to anything which gathers people together whether on a one-time, regular or irregular basis, including a party, worship service, ceremony or celebration of any type, reception, wedding, funeral, celebration of life, musical, theatrical or dance entertainment or performance, live band performance, disc jockey performance, strip dancing, comedic act, art show, magic show, puppet show, fashion show, book signing, reading, recitation, display, movie, film; meeting, conference, lecture, talk, educational presentation (except in a school or post-secondary educational institution); auction, fund raising benefit, contest, quiz, game, rally, festival, presentation, demonstration, or sporting or other physical activity, exhibition and fair;

“organizer” means the person responsible for organizing an event and the person who acts as host at an event;

“owner” includes an occupier or operator or person otherwise responsible for a place;

“patron” means an individual who attends an event but does not include staff;

“physical barrier” means a barrier which is designed, installed and maintained in accordance with WorksafeBC guidelines;

“a place” may be inside or outside, and does not include vacation accommodation;

“vacation accommodation ” means a house, townhouse, cottage, cabin, apartment, condominium, mobile home, recreational vehicle, hotel suite, tent, yurt, houseboat or any other type of living accommodation and associated deck, garden or yard, when used for vacation purposes by the owner, tenant, guest or any other person;

1. A maximum of five individuals may attend a social gathering or an event in vacation accommodation, in addition to the occupants.
2. The owner of vacation accommodation must require any tenant, guest or other person using or occupying the vacation accommodation to comply with the requirement in section 1.
3. Subject to section 8, the gathering of more than fifty patrons at a place for the purpose of an event is prohibited.
4. An owner or operator of a place may permit up to fifty patrons to attend an event in a place if the following conditions are met:
 - a. there is an organizer of the event;
 - b. if the organizer is not the owner or operator of the place the organizer must provide the owner or operator with the first and last names and telephone number, or email address, of the patrons who attend the event;
 - c. access to the event is controlled;
 - d. the number of patrons is closely monitored;
 - e. there is sufficient space available to permit the patrons to maintain a distance of two metres from one another;
 - f. the patrons maintain a distance of two metres from one another when standing or sitting, unless they belong to the same party;
 - g. if there are tables provided for the use of patrons, no more than six patrons sit at a table, even if they belong to the same party, and there are at least two metres between the backs of the chairs at one table and the backs of the chairs at another table, unless the chairs are separated by a physical barrier;
 - h. if live performance is provided, or there is a presenter or a presider, a physical barrier must be installed between the performer, presenter or presider and the patrons which blocks the transmission of droplets from the performer, presenter or presider, or there must be at least a three metre separation between the performer, presenter or the presider and the patrons.

- i. hand sanitation supplies are readily available to patrons;
 - j. there are washroom facilities available with running water, soap and a sanitary means for drying hands for hand washing purposes or hand sanitation supplies.
- 5. The organizer must ensure that the conditions in section 4 are met.
- 6. The organizer must
 - a. collect the first and last names and telephone number, or email address, of every patron who attends an event or of every driver of a vehicle present at a drive-in event; and
 - b. retain this information for thirty days, in case there is a need for contact tracing on the part of the medical health officer, in which case the information must be provided to the medical health officer.
- 7. If the organizer is not the owner or operator, the owner or operator must
 - a. satisfy themselves that the organizer is aware of the requirements in sections 4, 5 and 6 and, if applicable, section 8, and has the capacity to fulfill them, and
 - b. retain the names of and contact information for the patrons provided by the organizer for thirty days, in case there is a need for contact tracing on the part of the medical health officer, in which case the information must be provided to the medical health officer.
- 8. If the event is a drive in, the owner or operator may permit more than fifty patrons to be present, if the following conditions, as well as the conditions in section 4, are met:
 - a. patrons only attend in a vehicle;
 - b. no more than fifty vehicles are present at the drive in;
 - c. patrons are informed that they must stay in their vehicles except to use washroom facilities, and when outside their vehicles they must maintain a distance of two metres from other patrons, and this is monitored;
 - d. no food or drink is sold.

This Order does not have an expiration date.

You are required under section 42 of the *Public Health Act* to comply with this Order. Failure to comply with this Order is an offence under section 99 (1) (k) of the *Public Health Act*.

Under section 43 of the *Public Health Act*, you may request me to reconsider this Order if you:

1. Have additional relevant information that was not reasonably available to me when this Order was issued,
2. Have a proposal that was not presented to me when this Order was issued but, if implemented, would
 - (a) meet the objective of the order, and
 - (b) be suitable as the basis of a written agreement under section 38 [may make written agreements]
3. Require more time to comply with the order.

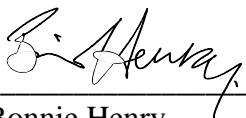
Under section 43 (6) an Order is not suspended during the period of reconsideration unless the health officer agrees, in writing, to suspend it.

If you fail to comply with this Order, I have the authority to take enforcement action against you under Part 4, Division 6 of the *Public Health Act*.

You may contact me at:

Dr. Bonnie Henry, Provincial Health Officer
4th Floor, 1515 Blanshard Street
PO Box 9648 STN PROV GOVT, Victoria BC V8W 9P4
Fax: (250) 952-1570

DATED THIS: 7 day of August 2020

SIGNED: 
Bonnie Henry
MD, MPH, FRCPC
Provincial Health Officer

DELIVERY BY: Posting to the BC Government website, the BC Centre for Disease Control website and by email.

Enclosure: Excerpts of *Public Health Act*

ENCLOSURE

Excerpts of the *PUBLIC HEALTH ACT*

Public Health Act [SBC 2008] c. 28

Definitions

1 In this Act:

"health hazard" means

- (a) a condition, a thing or an activity that
 - (i) endangers, or is likely to endanger, public health, or
 - (ii) interferes, or is likely to interfere, with the suppression of infectious agents or hazardous agents, or
- (b) a prescribed condition, thing or activity, including a prescribed condition, thing or activity that
 - (i) is associated with injury or illness, or
 - (ii) fails to meet a prescribed standard in relation to health, injury or illness;

When orders respecting health hazards and contraventions may be made

30 (1) A health officer may issue an order under this Division only if the health officer reasonably believes that

- (a) a health hazard exists,
- (b) a condition, a thing or an activity presents a significant risk of causing a health hazard,
- (c) a person has contravened a provision of the Act or a regulation made under it, or

(d) a person has contravened a term or condition of a licence or permit held by the person under this Act.

(2) For greater certainty, subsection (1) (a) to (c) applies even if the person subject to the order is complying with all terms and conditions of a licence, a permit, an approval or another authorization issued under this or any other enactment.

General powers respecting health hazards and contraventions

31 (1) If the circumstances described in section 30 [*when orders respecting health hazards and contraventions may be made*] apply, a health officer may order a person to do anything that the health officer reasonably believes is necessary for any of the following purposes:

- (a) to determine whether a health hazard exists;
- (b) to prevent or stop a health hazard, or mitigate the harm or prevent further harm from a health hazard;
- (c) to bring the person into compliance with the Act or a regulation made under it;
- (d) to bring the person into compliance with a term or condition of a licence or permit held by that person under this Act.

(2) A health officer may issue an order under subsection (1) to any of the following persons:

- (a) a person whose action or omission
 - (i) is causing or has caused a health hazard, or
 - (ii) is not in compliance with the Act or a regulation made under it, or a term or condition of the person's licence or permit;
- (b) a person who has custody or control of a thing, or control of a condition, that
 - (i) is a health hazard or is causing or has caused a health hazard, or

- (ii) is not in compliance with the Act or a regulation made under it, or a term or condition of the person's licence or permit;
- (c) the owner or occupier of a place where
 - (i) a health hazard is located, or
 - (ii) an activity is occurring that is not in compliance with the Act or a regulation made under it, or a term or condition of the licence or permit of the person doing the activity.

Specific powers respecting health hazards and contraventions

32 (1) An order may be made under this section only

- (a) if the circumstances described in section 30 [*when orders respecting health hazards and contraventions may be made*] apply, and
- (b) for the purposes set out in section 31 (1) [*general powers respecting health hazards and contraventions*].

(2) Without limiting section 31, a health officer may order a person to do one or more of the following:

- (a) have a thing examined, disinfected, decontaminated, altered or destroyed, including
 - (i) by a specified person, or under the supervision or instructions of a specified person,
 - (ii) moving the thing to a specified place, and
 - (iii) taking samples of the thing, or permitting samples of the thing to be taken;
- (b) in respect of a place,
 - (i) leave the place,
 - (ii) not enter the place,

- (iii) do specific work, including removing or altering things found in the place, and altering or locking the place to restrict or prevent entry to the place,
- (iv) neither deal with a thing in or on the place nor dispose of a thing from the place, or deal with or dispose of the thing only in accordance with a specified procedure, and
- (v) if the person has control of the place, assist in evacuating the place or examining persons found in the place, or taking preventive measures in respect of the place or persons found in the place;
- (c) stop operating, or not operate, a thing;
- (d) keep a thing in a specified place or in accordance with a specified procedure;
- (e) prevent persons from accessing a thing;
- (f) not dispose of, alter or destroy a thing, or dispose of, alter or destroy a thing only in accordance with a specified procedure;
- (g) provide to the health officer or a specified person information, records, samples or other matters relevant to a thing's possible infection with an infectious agent or contamination with a hazardous agent, including information respecting persons who may have been exposed to an infectious agent or hazardous agent by the thing;
- (h) wear a type of clothing or personal protective equipment, or change, remove or alter clothing or personal protective equipment, to protect the health and safety of persons;
- (i) use a type of equipment or implement a process, or remove equipment or alter equipment or processes, to protect the health and safety of persons;
- (j) provide evidence of complying with the order, including

(i) getting a certificate of compliance from a medical practitioner, nurse practitioner or specified person, and

(ii) providing to a health officer any relevant record;

(k) take a prescribed action.

(3) If a health officer orders a thing to be destroyed, the health officer must give the person having custody or control of the thing reasonable time to request reconsideration and review of the order under sections 43 and 44 unless

(a) the person consents in writing to the destruction of the thing, or

(b) Part 5 [*Emergency Powers*] applies.

May make written agreements

38 (1) If the health officer reasonably believes that it would be sufficient for the protection of public health and, if applicable, would bring a person into compliance with this Act or the regulations made under it, or a term or condition of a licence or permit held by the person under this Act, a health officer may do one or both of the following:

(a) instead of making an order under Division 1, 3 or 4, enter into a written agreement with a person, under which the person agrees to do one or more things;

(b) order a person to do one or more things that a person has agreed under paragraph (a) to do, regardless of whether those things could otherwise have been the subject of an order under Division 1, 3 or 4.

(2) If, under the terms of an agreement under subsection (1), a health officer conducts one or more inspections, the health officer may use information resulting from the inspection as the basis of an order under this Act, but must not use the information as the basis on which to

(a) levy an administrative penalty under this Act, or

(b) charge a person with an offence under this Act.

Contents of orders

39 (3) An order may be made in respect of a class of persons.

Duty to comply with orders

42 (1) A person named or described in an order made under this Part must comply with the order.

(2) Subsection (1) applies regardless of whether the person leaves the geographic area for which the health officer who made the order is designated.

Reconsideration of orders

43 (1) A person affected by an order, or the variance of an order, may request the health officer who issued the order or made the variance to reconsider the order or variance if the person

(a) has additional relevant information that was not reasonably available to the health officer when the order was issued or varied,

(b) has a proposal that was not presented to the health officer when the order was issued or varied but, if implemented, would

(i) meet the objective of the order, and

(ii) be suitable as the basis of a written agreement under section 38 [*may make written agreements*], or

(c) requires more time to comply with the order.

(2) A request for reconsideration must be made in the form required by the health officer.

(3) After considering a request for reconsideration, a health officer may do one or more of the following:

(a) reject the request on the basis that the information submitted in support of the request

(i) is not relevant, or

(ii) was reasonably available at the time the order was issued;

(b) delay the date the order is to take effect or suspend the order, if satisfied that doing so would not be detrimental to public health;

(c) confirm, rescind or vary the order.

(4) A health officer must provide written reasons for a decision to reject the request under subsection (3) (a) or to confirm or vary the order under subsection (3) (c).

(5) Following a decision made under subsection (3) (a) or (c), no further request for reconsideration may be made.

(6) An order is not suspended during the period of reconsideration unless the health officer agrees, in writing, to suspend it.

(7) For the purposes of this section,

(a) if an order is made that affects a class of persons, a request for reconsideration may be made by one person on behalf of the class, and

(b) if multiple orders are made that affect a class of persons, or address related matters or issues, a health officer may reconsider the orders separately or together.

(8) If a health officer is unable or unavailable to reconsider an order he or she made, a similarly designated health officer may act under this section in respect of the order as if the similarly designated health officer were reconsidering an order that he or she made.

Review of orders

44 (1) A person affected by an order may request a review of the order under this section only after a reconsideration has been made under section 43 [*reconsideration of orders*].

- (2) A request for a review may be made,
- (a) in the case of an order made by a medical health officer, to the provincial health officer, or
 - (b) in the case of an order made by an environmental health officer, to a medical health officer having authority in the geographic area for which the environmental health officer is designated.
- (3) If a review is requested, the review is to be based on the record.
- (4) If a review is requested, the reviewer may do one or more of the following:
- (a) delay the date the order is to take effect or suspend the order, if satisfied that doing so would not be detrimental to public health;
 - (b) confirm, vary or rescind the order;
 - (c) refer the matter back to the person who made the order, with or without directions.
- (5) A reviewer must provide written reasons for an action taken under subsection (4) (b) or (c), and a person may not request further review of an order.

Offences

- 99** (1) A person who contravenes any of the following provisions commits an offence:

...

(k) section 42 *[failure to comply with an order of a health officer]*, except in respect of an order made under section 29 (2) (e) to (g) *[orders respecting examinations, diagnostic examinations or preventive measures]*;



Guidance for BC's Hotel Sector to Prevent COVID-19 Transmission

July 9, 2020

Introduction

This document provides hotel operators with guidance so that they can prevent and reduce the risk of COVID-19 transmission on their premises.

As plans for reopening continue, several key public health assumptions should inform safe hotel operation:

- COVID-19 is now an established human pathogen which is likely to circulate in the population for several years.
- Although intense vaccine development efforts continue, we do not know if or when a COVID-19 vaccine will be widely available.
- There will likely be periods of increased COVID-19 transmission in communities in British Columbia.
- These periods are likely to affect different communities in British Columbia at different times.

As guidance and regulations are updated to respond to the evolving COVID-19 pandemic in BC, operators are strongly advised to regularly review public health recommendations, [Provincial Health Officer Orders](#), and [WorkSafeBC protocols](#) within which hotels are expected to operate. This includes advice on operating common components of hotels, including restaurants, recreational facilities, spas, and meeting spaces.

Posters and other printable resources are available on the [BCCDC website](#).

Basic Measures to Prevent COVID-19 Transmission in Hotels

All businesses are required by Order of the Provincial Health Officer to develop a COVID-19 Safety Plan through WorkSafeBC. It is recommended that operators focus on the following measures:

- Encouraging staff to stay home and guests to self-isolate if they are ill;
- Providing space to allow people to maintain physical distance;
- Practicing routine cleaning and disinfection; and
- Ensuring staff and guests have easy access to handwashing stations or hand sanitizing supplies.

Supporting Guests in Self-Isolation

People returning to British Columbia from other jurisdictions outside of Canada are required by law to self-isolate for 14 days and complete a self-isolation plan. For some people, self-isolation will involve staying at a hotel.

Hotels can take the following measures to limit the risk of transmission for those in self-isolation and those who they may come into contact with:



- Advise guests in self-isolation not to use any common hotel areas, equipment, or appliances, including ice and vending machines. Close ice and vending machines if required.
- Support self-isolated guests who may need food delivered. If on-site food service is not offered, provide information on local grocery stores and restaurants offering delivery. If food service and food delivery options are not available, asymptomatic guests in self-isolation can leave to obtain groceries.
- Support self-isolated guests who need to get prescriptions and medications by providing information on local pharmacies offering delivery services. If pharmacy delivery is not available, asymptomatic guests in self-isolation can leave to obtain prescriptions and medications. Asymptomatic self-isolated guests can also leave the hotel to attend critical appointments.

Guests and Staff Who Become Ill

It is important that anyone who feels sick stays home and away from others. Hotel operators are strongly encouraged to adopt supportive sick leave policies that allow staff to stay home when experiencing any symptoms and until symptoms resolve.

If a staff member or guest develops any [symptoms of COVID-19](#), immediately isolate that person from others and encourage the use of the [BC COVID-19 Self-Assessment Tool](#) or call 8-1-1 to determine if testing is warranted. If testing is recommended, arrange transportation for the guest or staff member to visit the nearest testing facility and report the incident to the local public health office. Encourage guests who self-isolate in a hotel room to arrange for food delivery and advise against using common hotel areas until they are feeling better.

At this time, only people with symptoms of COVID-19 or people who are referred to testing by a health care professional should be tested for COVID-19. Staff and guests should be assessed for symptoms of COVID-19 when they arrive at the hotel. Temperature checking can be performed, but should not be relied upon as sufficient as not all people who have COVID-19 experience a fever. Routine asymptomatic testing of employees or staff is not recommended in BC.

Physical Distancing Between Staff and Guests

Ensuring that adequate physical distancing can be maintained between staff and guests throughout the workspace is essential to reducing the risk of transmission of COVID-19. A safe physical distance of at least 2 metres between staff and guests should be maintained as much as possible. Establish and post occupancy limits for common areas such as elevators, cleaning supply closets, staff break rooms, and laundry rooms to ensure that physical distances can be maintained. Reconfigure public seating areas, where necessary, to promote physical distancing.

The configuration of some workplaces will not allow for physical distancing to be maintained – for example, at some reception and concierge desks where the width of the desk will not ensure adequate distance. In these cases, consider other ways of maintaining distance, such as putting tape on the floor to indicate where guests should stand, or install a physical barrier to reduce the risk of transmission. Additionally, wearing a non-medical face mask can help reduce the risk of transmission in these settings. For information on the use of non-medical masks, please visit the [WorkSafeBC website](#) or the [BCCDC website on face masks](#).



Keep small groups of staff members who frequently work together as a cohort and schedule their shifts together as much as possible. In break rooms and lunch areas, staff should be supported to maintain safe physical distance from other staff members outside of their cohort. If staff common rooms are small and do not allow for physical distancing, consider repurposing unused spaces such as banquet rooms. Where distancing is not possible, consider installing physical barriers.

Cleaning and Disinfection

Hotels should train staff on cleaning and disinfection practices in accordance with existing requirements regarding laundry, housekeeping, and food safety regulations. Cleaning refers to the removal of visible dirt, grime, and impurities. Cleaning does not kill germs, but helps remove them from the surface. Disinfecting refers to using chemicals to kill germs on surfaces. This is most effective after surfaces have been cleaned.

General hotel guidance includes, but is not limited to:

- Using a disinfectant that has a Drug Identification Number and a viricidal claim. Be sure to follow instructions on the label to disinfect effectively, including precautions to protect staff using these products;
- Increasing the frequency of cleaning and disinfection of high-traffic areas and high-use items, such as door knobs and handles, menus, handrails, elevator buttons, light switches, PIN pads, washrooms, and counters;
- Cleaning all dishware and kitchen equipment in the suite daily and between guests; and
- Considering removing in-room binders and replace with a single sheet summary that can be disposed between guests, or provide the information on a website that can be accessed via mobile devices.

For additional guidance, please see BCCDC's [Cleaning and Disinfectants for Public Settings](#) guidance document.

Hand Hygiene

Maintaining good hand hygiene is one of the most effective ways to prevent infection and to protect others. Good hand hygiene involves frequent hand washing using soap and water for at least 20 seconds, or alcohol-based hand sanitizer when soap and water are not available. It is important to not touch your face, eyes, nose, or mouth with unwashed hands. Additional measures to promote good hand hygiene practices throughout the workspace include:

- Avoid sharing equipment, such as pens, radios, computers, walkie-talkies, and cell phones. If equipment is shared, disinfect after each use.
- Place hand sanitizer dispensers (touchless, where possible) at entrances and high contact areas, including lobby reception areas, other hotel lobby areas, restaurant entrances, meeting spaces, elevators, valet and vehicle loading and offloading areas, and other public areas.
- Display signs encouraging hand hygiene, respiratory etiquette, and physical distancing for staff and guests, particularly in high-traffic areas, including the front lobby, reception areas, as well in back of house areas.

Check-In/Check-Out Procedures

Staff and guests are often required to interact in close proximity when checking in and checking out. To reduce the risk of transmission at reception, consider using every other workstation, or separating workstations so they are 2 metres apart to ensure separation between front desk agents. Installing physical barriers at the reception can also reduce transmission between front desk agents and guests.



Housekeeping and Laundry

Normal precautions and practices for cleaning guest rooms and laundering used linens and towels apply. Cleaning of guest rooms should be done when guests are not in the room as much as possible, and if guests have symptoms of COVID-19, consider leaving clean towels and linens outside of guest rooms (and communicating with guests about this change in procedure). Complete a thorough cleaning and disinfection of all hard surfaces. Special attention should be given to frequently touched items such as toilets, sinks, faucets, doorknobs, light switches, telephones, remote controls, bar fridges, and garbage cans.

Food and Beverage Services

Follow the protocols and guidance for routine practices as set out in the *Food Safety Act* and the Food Premises Regulation. During the COVID-19 pandemic, pay particular attention to mass gathering restrictions and occupancy limits and recommendations for restaurant settings. Additional guidance for food safety is provided on the [BCCDC website](#).

Engineering and Maintenance

Do not perform any non-urgent room maintenance until a room is no longer occupied and has been cleaned thoroughly. If room maintenance is necessary when a room is occupied, practice proper hygiene and physical distancing to ensure the safety of workers and guests. Clean and disinfect all shared tools and equipment after each shift or when tools are transferred between workers.

Spas and Salons, Pools, Fitness Centres, and Playgrounds

Refer to the BCCDC website for guidance specific to [playgrounds](#) and [recreational facilities](#). Review the guidance on WorkSafeBC related to [personal services](#). Check the [BCCDC website](#) for updates related to guidance around swimming pools.

Transportation

When providing transportation services, it can be difficult to adhere to physical distancing recommendations. Employers should assess the number of people being transported or sharing vehicles and employ measures to ensure that at least 2 metres of distance between people is maintained. Measures that may be taken to ensure at least 2 metres of distance include the following:

- Seat passengers in such a way that a physical distance of 2 metres is maintained wherever possible. For example, seat passengers in the back row on the side opposite of the driver wherever possible.
- Stagger passengers to allow for fewer vehicle occupants at a time and adjust the number of passengers per trip
- If possible, use larger vehicles or multiple vehicles
- Wearing a non-medical mask can help reduce the risk of transmission in these settings. For information on the use of non-medical masks, please visit the [WorkSafeBC website](#) or the [BCCDC website on face masks](#).

Employers must also implement a process that allows for physical distancing between workers and guests when loading and unloading vehicles.



Employers should ensure that high contact surfaces within vehicles (including courtesy vehicles) are routinely cleaned and disinfected. These include seatbelts, door handles, steering wheels, and hand holds. At the end of each shift, vehicles should be thoroughly cleaned and disinfected.

These protocols apply to all types of transportation, including buses, shuttles, small planes, helicopters, and boats.

Events and Gatherings

Hotels are required by law to adhere to the Provincial Health Officer's prohibition on mass gatherings of 50 or more people. For any event or gathering, consider having registration and door attendants monitor capacities and advise when maximum numbers are reached.





REPORT

To: Chair and Directors

Report Number: FN-BRD-014

From: Amber Vieweg, Investment Officer

Date: September 1, 2020

Subject: Socially Responsible Investment - Community Building

RECOMMENDATION: [Corporate Unweighted]

That the Regional Board receive the report titled "Socially Responsible Investment – Community Building, FN-BRD-014" for information.

BACKGROUND/RATIONALE:

At the August 13, 2020 Regional Board Meeting, the Board received an update on PRRD investments. During the discussion, the topic of investing locally, with consideration to the secondary benefit of community building was raised, and the following resolution was passed:

MOVED, SECONDED, and CARRIED

That the Regional Board be provided with a report on proposed amendments to Policy No. 0340-27 – Investment, specifically options for community building as part of PRRD investment strategies.

Please see PRRD's Investment Policy Section 4.1 (d), which reads:

4.1 Objectives

d. Socially Responsible Investing

Where possible, socially responsible investing (SRI) criteria will be applied to the selection of investments. SRI screening involves selecting investments based on social and/or environmental criteria with the objective of excluding companies that have a negative social and/or environmental impact and selecting companies that make positive contributions to society and/or the environment.

As community investing is an example of SRI, it has been determined that an amendment to the Investment Policy in an effort to 'build community' is not required.

There are two local financial institutions that pride themselves on building community; North Peace Savings & Credit Union (NPSCU) and Lake View Credit Union (LVCU). The histories and values of these two companies, as noted on their respective websites, are outlined below:

North Peace Savings & Credit Union:

North Peace Savings and Credit Union (NPSCU) is a democratic, ethical and innovative provider of financial services to its members. Founded in 1947 to provide financial services

to people from all walks of life, NPSCU has grown to become a major financial institution serving the people of northern British Columbia.

North Peace Savings is proud to be deeply invested in the community you live in. Whether you're in Fort St. John, Hudson's Hope, Taylor, or Fort Nelson, you can be certain that the North Peace Savings and Credit Union will make the "Community Choice" that's best for you and your community.

North Peace Savings supports initiatives from both a financial and human perspective. We provide donations, sponsorships, grants and awards to worthy projects and our staff is happy to share their time and expertise. Since inception, NPSCU has contributed \$764,706 and 162 volunteer hours to the community they serve.

Lake View Credit Union:

Lake View Credit Union was established in August, 1943, with 12 members. Today we proudly service almost 10,000 members with assets over \$318,000,000.

Presently we have 3 branches; Dawson Creek, Tumbler Ridge and Chetwynd. We are a locally owned financial institution.

Between charitable donations, sponsorships and volunteer hours, Lake View contributes in excess of \$100,000 annually to the non-profits in the Peace River Area.

We pride ourselves on being local, investing our liquidity locally and contributing to our communities. All our staff including our corporate administration is local to the region, with some having lived their entire lives in the area.

Due to the current economy with respect to COVID-19 implications, local borrowing is at an all-time low, resulting in these two financial institutions sitting in highly liquid positions. This means that these institutions do not necessarily need extra cash to lend to borrowers, as they are already carrying large amounts of cash. Because of this, any additional investment funds that the PRRD is proposing to invest would likely not be injected into the local economy at this time, and would instead be re-invested into securities providing at par or higher yield than they are able to offer to us. However, both institutions still remain committed to donating to local initiatives regardless of the economic environment.

At this time, the investments available and credit profiles of NPSCU and LVCU do not meet the core objectives of PRRD's Investment Policy.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Organizational Effectiveness
- ☒ Comprehensive Policy Review

FINANCIAL CONSIDERATION(S):

Lake View Credit Union rates effective 2020-08-25 (subject to change) are as follows:

1 year non-redeemable	1.20%
2 year non-redeemable	1.30%
3 year non-redeemable	1.55%
4 year non-redeemable	1.70%
5 year non-redeemable	1.75%

North Peace Savings & Credit Union rates effective 2020-08-25 (subject to change) are as follows:

1 year non-redeemable	0.25%
2 year non-redeemable	0.50%
3 year non-redeemable	0.60%
4 year non-redeemable	0.80%
5 year non-redeemable	0.95%

COMMUNICATIONS CONSIDERATION(S):

None.

OTHER CONSIDERATION(S):

The Investment Officer, from time-to-time, will continue dialogue with North Peace Savings & Credit Union and Lake View Credit Union to review available investments with due consideration of the PRRD's primary Investment Policy Objectives: (a) Preservation of Capital, (b) Liquidity, (c) Return on Investment, (d) Socially Responsible Investing.

Attachments:

1. PRRD Investment Policy

**INVESTMENT**

Department	Finance	Policy No.	0340-27
Section	General	Date Approved by Board	November 8, 2018
Repeals		Board Resolution #	RD/18/11/33 (08)

Amended		Board Resolution #	
Amended		Board Resolution #	
Amended		Board Resolution #	

Repealed		Board Resolution #	
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1. Purpose

- 1.1 The purpose of this Policy is to document a governance framework for the prudent management of the Peace River Regional District's investment portfolio "Fund" within an acceptable investment risk tolerance level.

2. Scope

- 2.1 This Policy applies to the investment of all cash Operating, Capital and Reserve Funds of the Peace River Regional District and Peace River Regional Hospital District.

3. Definitions**4. Policy**

It is the policy of the Peace River Regional District and the Peace River Regional Hospital District (both of which to be herein referred to as the 'Regional District') to invest public funds in a manner which will provide the optimal blend of investment returns and principal protection while meeting the daily cash flow and liquidity demands of the Peace River Regional District and complying with all statutory requirements of the *Local Government Act* and *Community Charter*.

4.1 Objectives**a. Principal Protection**

Preservation of capital is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall Fund. The objective is to manage credit risk and interest rate risk. To attain this objective, the Regional District will mitigate credit risk and interest rate risk as follows:

- i. Credit Risk: The Regional District will minimize credit risk, the risk of loss due to the failure of the security issue or backer, by:
 - Limiting investments to securities of high credit worthiness
 - Diversifying the investment portfolio to minimize potential losses
- ii. Interest Rate Risk: The Regional District will minimize interest rate risk, the risk that market values or yields will fall, by:



- Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities prior to maturity
- Investing operating funds primarily in shorter-term investments

b. Liquidity

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. The portfolio structure should be such that maturities coincide with cash requirements, as much as reasonably possible. Since all possible cash requirements cannot reasonably be anticipated, the Fund should consist largely of securities with active secondary markets.

c. Return on Investment

The Fund shall be constructed with the objective of attaining, at minimum, a benchmark rate of return throughout varying budgetary and economic cycles, taking into account investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the preservation of capital and liquidity objectives.

d. Socially Responsible Investing

Where possible, socially responsible investing (SRI) criteria will be applied to the selection of investments. SRI screening involves selecting investments based on social and/or environmental criteria with the objective of excluding companies that have a negative social and/or environmental impact and selecting companies that make positive contributions to society and/or the environment.

4.2 Standard of Care

a. Prudence

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, considering the probable safety of their capital as well as the probable income to be derived.

Investment officers exercising due diligence and acting in accordance with this investment policy shall be relieved of personal responsibility for credit risk or market price changes of a certain investment, provided that appropriate action is taken to control adverse developments and that such developments are reported in a timely manner.

b. Internal Controls

Management shall establish a system of internal controls, which shall be documented in writing. The internal controls shall be reviewed by an independent auditor. The controls shall be designed to prevent the loss of public funds arising from fraud, employee error, and misrepresentation by third parties.

c. Ethics and Conflict of Interest

Officers and employees involved in the investment process shall refrain from personal business activity with the same individual(s) with whom business is conducted on behalf of the Peace River Regional District. Individuals involved with the investment process shall refrain from personal business activity that could conflict with proper execution and



management of the investment program or impair their ability to make impartial investment decisions.

5. Individual Responsibilities

5.1 Delegation of Authority

Authority to manage the Peace River Regional District's investment program is derived from *Section 237 of the Local Government Act* (Appendix B).

The Peace River Regional District delegates the management of the Fund to the Chief Financial Officer (CFO) of the Peace River Regional District who may delegate tasks to other staff; responsibility and control to be retained by the CFO.

Fund Management responsibilities have been allocated as follows:

- a. Regional Board Responsibilities
 - i. Receive annual reports from the Chief Financial Officer on the performance of the portfolio in the first quarter of the following year.
- b. Chief Financial Officer Responsibilities
 - i. Calculate the rates of return on the entire Fund, based on book and market value.
 - ii. Review the Policy periodically and if appropriate make recommendations to the Regional Board for changes.
 - iii. Select investment dealers and institutions (the "Brokers") to assist the investment officer in meeting performance objectives for the Fund.
 - iv. Review the Fund's performance on a regular basis and provide a report to the Regional Board annually in the first quarter of the year.
 - v. The delegation of any responsibility not specifically mentioned in this Policy.
- c. Investment Officer Responsibilities
 - i. Select specific investments for the Fund, recognizing the quality and diversification requirements established in this Policy, and subject to approved signing authority.
 - ii. Ensure that the sum of all cash, the current account, money market securities, and coupon income expected from the fixed income instruments (i.e. bonds, GICs etc.) in a year are sufficient to cover the disbursements expected to be paid from the Fund in that year.
 - iii. Seek to maximize and preserve the investment return on the Fund, after ensuring that the foregoing liquidity, quality and diversification requirements have been satisfied.
 - iv. Manage the securities held by the Fund in accordance with this Policy and applicable legislation.

5.2 Authorization

The authorization process is accomplished by completing an "Investment Purchase Authorization" form (Appendix E). All transactions to purchase investments require an authorizing signature from the Chief Financial Officer or Financial Services Manager. In their absence, authorization can be obtained from the Chief Administrative Officer. In addition to the appropriate signature, the form requires the following documentation:

- a. A minimum of three quotations obtained for each short-term transaction



- b. A reasonable number of quotations obtained for each long-term transaction, considering the existing market conditions, prior to placement
- c. If the lowest priced security (highest yield) was not selected for purchase, an explanation describing the rationale shall be included.

The Chief Financial Officer and Financial Services Manager of the Peace River Regional District may from time to time engage consultants or other advisors to assist them in fulfilling their responsibilities.

5.3 Authorized Investment Dealers and Financial Institutions

A list will be maintained by the Investment Officer of approved investment dealers and financial institutions authorized to provide investment services. Preference will be given to investment dealers and financial institutions who are members of the [Responsible Investment Association](#) ("RIA"). Investment dealers and financial institutions that provide the Peace River Regional District with the broadest range of investment instruments will be viewed as front runners in the qualifying bidder's process.

6. **Investment Opportunities**

The following are the investments permitted in the Fund:

- a. Eligible Securities as defined in *Section 183* of the *Community Charter* (Appendix C) and *Section 16* of the *Municipal Finance Authority Act* (Appendix D).
- b. Investments in internally financed projects.

All investments must be denominated in Canadian dollars or U.S. dollars. U.S. dollar investments are not to exceed 5% of the total portfolio.

Investments in shares, warrants, or other equities, convertible debt securities, derivatives, swaps, options or futures are prohibited, and all investment categories that are not explicitly permitted are prohibited.

7. **Ratings and Constraints**

7.1 Risk Tolerance

All securities must be readily marketable.

Investment held in the Fund must be rated by at least one rating agency, namely Moody's, Standard & Poor's (S&P) or Dominion Bond Rating Service (DBRS). All investments must be Investment Grade (at least A-2 for Short-term and A for Long-term by S&P, or equivalent by DBRS or Moody's.), as classified in Appendix A. In the case where a security is rated by more than one agency listed, the higher ratings will apply.

The total Fund will be limited to the following credit rating thresholds on a weighted average basis (as defined by S&P or equivalent):

Rating	Up to %
AAA	100%
AA	90%
A	70%



The maximum exposure to a single investment security, as a percentage of the total portfolio cannot exceed 10%.

Due to market fluctuations, maximum percentages may be exceeded at a point in time. Securities need not be liquidated to rebalance the portfolio; however, consideration should be given to this matter when future purchases are made to ensure that appropriate diversification is maintained.

7.2 Portfolio Constraints

The primary constraints relate to safety of invested capital and maintaining the liquidity of the portfolio.

- a. All securities held in the portfolio shall have a maturity of ten years or less, however it is understood that the majority of assets will be invested in securities with a maturity considerably shorter than this ten year maximum. Overall, the total portfolio shall have an average term to maturity of no greater than five years.
- b. *Competitive Selection:* The purchase and sale of securities shall be transacted through a competitive process with financial institutions.
- c. *Investing Limits:* Long-term investments should not exceed 75% of prior year's total reserves. As well, investments should not be made in securities maturing more than ten years from the date of purchase.
- d. *Cash:* The deemed rating for cash, including the current account and any High Interest Savings Accounts, will be equal to the rating of the institution it is being held in.
- e. *Fully Insured Credit Union Deposits:* The deemed rating for securities issued by a Credit Union will be equal to the rating of the province that the credit union resides in.
- f. *Bank Deposits:* The deemed rating for securities issued by a bank will be equal to the credit rating of that bank.
- g. *Securities issued by a Government entity:* The deemed rating for securities issued by a Government entity will be equal to the credit rating of that municipality, province, country or equivalent.

7.3 Other Constraints

- a. The Fund shall not borrow funds to acquire securities or otherwise deal in margin trading.
- b. All investments will be made in accordance with the Code of Ethics and the Charter Financial Analyst standards (<http://www.cfapubs.org/doi/pdf/10.2469/ccb.v2014.n4.1>).
- c. All investments are to follow the above listed constraints laid out per this Investment Policy. An exception can be made when the Chief Financial Officer and the Financial Services Manager are in agreement that there is an investment opportunity that lies outside the constraints governing this policy. Any such investment must comply as an eligible investment defined in *Section 183 of the Community Charter*. A maximum



investment allocation not exceeding 15% of the Regional District's total portfolio will be permitted for any investment that does not conform to the restraints of this policy.

8. Reporting

8.1 Reporting

The Chief Financial Officer will provide an annual report to the Board on the performance of the portfolio during the first quarter of the following year.

In addition, the investment portfolio is to be reported monthly to the Chief Financial Officer or their delegate to provide a clear picture of the status of the current investment portfolio and recent investment activities.

The short-term investment report will include the following:

- a. A listing of current holdings by investment type held at the end of the reporting period by cost & market value;
- b. The investment term in days and rate of returns of matured investments;
- c. Description, date and amount of each security transaction during the month;
- d. Percentage of the total portfolio which each type of investment class represents;
- e. Institutional holdings of all investments

The long-term investment report will include the following:

- a. A listing of current holdings by investment type held at the end of the reporting period by cost & market value;
- b. A detailed listing of bonds held, including investment cost, market value, interest realized YTD and maturity date
- c. Description, date and amount of each security transaction during the month

8.2 Department Investment Policy Adoption

The Regional District's investment policy shall be approved by the Chief Financial Officer and the Chief Administrative Officer through the internal audit role. The policy shall be reviewed periodically as required due to changes in the economy or the Regional District's requirements and any modifications made thereto must be approved by the Chief Administrative Officer.

9. Appendices

9.1 Appendix A – Credit Ratings

Grade	Moody's		Standard & Poor's		DBRS	
	Long-Term	Short-Term	Long-Term	Short-Term	Long-Term	Short-Term
Investment Grade	Aaa	P-1	AAA	A-1+	AAA	R-1 (high)
	Aa1	P-1	AA	A-1	AA (high)	R-1 (high)
	Aa2	P-1	AA	A-1	AA	R-1 (middle)
	Aa3	P-1	AA	A-1	AA (low)	R-1 (middle)
	A1	P-1	A	A-2	A (high)	R-1 (low)
	A2	P-1	A	A-2	A	R-1 (low)
	A3	P-1	A	A-2	A (low)	R-1 (low)
	Baa1	P-2	BBB	A-3	BBB (high)	R-2 (high)
	Baa2	P-2	BBB	A-3	BBB	R-2 (middle)
	Baa3	P-3	BBB	A-3	BBB (low)	R-2 (low)
Speculative Grade	Ba1	NP	BB	B	BB (high)	R-3
	Ba2	NP	BB	B	BB	R-4
	Ba3	NP	BB	B	BB (low)	R-4
	B1	NP	B	B	B (high)	R-4
	B2	NP	B	B	B	R-5
	B3	NP	B	B	B (low)	R-5
	Caa1	NP	CCC	C	CCC	R-5
	Caa2	NP	CCC	C	CCC	R-5
	Caa3	NP	CCC	C	CCC	R-5
	Ca	NP	CC	C	CC	R-5
	C	NP	R	R	C	R-5
			D	D	D	D

9.2 Appendix B – Local Government Act (Section 237) - Financial Administration

One of the officer positions established under section 234 must be assigned the responsibility of financial administration, which includes the following powers, duties and functions:

- a. receiving all money paid to the regional district;
- b. ensuring the keeping of all funds and securities of the regional district;
- c. expending and disbursing money in the manner authorized by the board;
- d. investing funds, until required, in authorized investments;
- e. ensuring that accurate records and full accounts of the financial affairs of the regional district are prepared, maintained and kept safe;
- f. exercising control and supervision over all other financial affairs of the regional district.

9.3 Appendix C – Community Charter (Section 183) - Investment of Municipal Funds

Money held by a municipality that is not immediately required may only be invested or reinvested in one or more of the following:

- a. securities of the Municipal Finance Authority;
- b. pooled investment funds under section 16 of the Municipal Finance Authority Act;
- c. securities of Canada or of a province;
- d. securities guaranteed for principal and interest by Canada or by a province;
- e. securities of a municipality, regional district or greater board;
- f. investments guaranteed by a chartered bank;
- g. deposits in a fully-insured credit union¹;
- h. other investments specifically authorized under this or another Act.

9.4 Appendix D – Municipal Finance Authority Act (Section 16) - Short Term Pooled Investment Funds

(1) The authority may enter into agreements with public institutions and institutions prescribed under subsection (7) under which, on the terms and conditions established in the agreements, the authority, in its own name or otherwise, holds and invests money received from the institution for the purpose of investment in pooled investment funds as permitted for the institution.

(2) The authority has the power to provide for the creation and management of pooled investment funds for the purposes of subsection (1).

(3) The trustees may invest money received for investment in a pooled investment fund in any of the following:

- a. securities that are obligations of or are guaranteed by Canada, a province, or the United States of America;
- b. fixed deposits, notes, certificates and other short term paper of or guaranteed by a savings institution, including swapped deposit transactions in the currency of the United States of America;
- c. securities issued by the authority, a municipality or regional district in British Columbia, or by a local, municipal or regional government in another province;

¹ Deposits held in BC, AB, and SK credit unions are 100% guaranteed.



- d. commercial paper issued by a company incorporated under the laws of Canada or of a province, the securities of which are rated in the highest rating category by at least 2 recognized security rating institutions;
- e. investments permitted under the provisions of the Trustee Act respecting the investment of trust property by a trustee;
- f. despite the provisions of the Financial Administration Act, pooled investment portfolios established under that Act.

(4) If money is to be invested in a pooled investment portfolio under subsection (3) (f), the Minister of Finance may enter into agreements with the authority to sell units of participation in a portfolio to the authority.

(5) At the first meeting of the authority in each year, the trustees must present a report respecting the previous year to the authority, stating all of the following:

- a. the pooled investment funds established;
- b. the public institutions investing in each fund;
- c. the volume of investments made in respect of each fund.

(6) The trustees may delegate to a committee of one or more of its trustees and officers its powers under this section, subject to the limitations the trustees may impose.

(7) The Lieutenant Governor in Council may, by regulation, prescribe institutions as institutions for which investments services may be provided under this section.

9.5 APPENDIX E – Investment Purchase Authorization Form

Investment Purchase Authorization Form			
QUOTES	#1	#2	#3
Brokerage House			
Investment Type			
Institution Issuer /			
Current Institution Holdings			
Rating and Rating Agency			
Quantity (\$)			
Term in Days			
Annual Yield (%)			
Date: _____			
Investment Officer Signature: _____			



REPORT

To: Chair and Directors

Report Number: FN-BRD-015

From: Teri Vetter, Chief Financial Officer

Date: September 2, 2020

Subject: 2020 Surplus from F275 – Grants to Community Organizations

RECOMMENDATION: [Corporate Unweighted]

That the Regional Board receive the report “2020 Surplus from F275 – Grants to Community Organizations, FN-BRD-015” for discussion.

BACKGROUND/RATIONALE:

At the August 18, 2020 Special Board Meeting, the Regional Board passed the following resolution:

MOVED, SECONDED and CARRIED

That the Regional Board be provided with a report on the anticipated 2020 surplus balance of Function 275 – Grants to Community Organizations, and the potential to use the surplus to fund Regional Grants-in-Aid and Economic Development projects in the 2021 budget year as the Board determines a path forward for economic development and grants to community organizations.

On May 7, 2020, the Regional Board passed the following resolution:

MOVED, SECONDED and CARRIED

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

Further, on May 28, 2020, the Regional Board passed the following resolution:

MOVED, SECONDED and CARRIED

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, as needed.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

The following multi-year commitments were approved by the Regional Board for funding:

• Canadian Cancer Society	\$50,000	Ending in 2021
• Peace Liard Regional Arts Council	\$10,000	Ending in 2021
• SPHSS – Health Prof. Retention & Accommodations	\$75,000	Ending in 2021
• Shock Trauma Air Rescue Service (STARS)	\$170,000	Ending in 2022
• School District 60 – Rural Learn to Swim	\$10,000	Ending in 2021
• SP District Crime Prevention – One Call Subscription	<u>\$1,400</u>	Ending in 2021

Total of commitments made for 2021 **\$316,400**

Total of commitments made for 2022 **\$170,000**

The anticipated surplus is estimated at approximately \$330,933, given that a number of general grants within the function were denied in May 2020 due to COVID-19, and the prior year surplus was not fully utilized. This is assuming that the following will be paid out in 2020:

• SPHSS – Health Prof. Retention & Accommodations	\$75,000
• NP Division of Family Practice Grant	\$100,000
• Health Care Scholarships	\$89,389
• Search and Rescue GIA	\$50,000
• Rural GIA – Area , B, C, D, E	\$469,691

Note that of the \$469,691 for Rural GIA expense, there is revenue (Fair Share, PRA, Gas Tax) of \$319,191.

If it is decided that none of these will be paid out in 2020, the surplus would be estimated at \$786,822. This is deducting the revenue (\$319,191) that would have been brought in from Reserves for Rural GIA.

COMMUNICATIONS CONSIDERATION(S):

If grants are not going to be offered in 2021, the Regional Board may want to consider some form of public messaging informing societies that there will be no grants awarded in 2021.

OTHER CONSIDERATION(S):

As discussed on August 18, 2020, there is no authority under Function 275 in 2021 to budget or requisition for South Peace Health Services Society (SPHSS), NP Division of Family Practice, Health Care Scholarships, STARS, and Search and Rescue grants. Consideration under the current estimated 2020 surplus could cover the remaining 2021 commitments, if the Regional Board chooses, with \$14,533 remaining. Note that the 2021 commitments do not include Search & Rescue grants or Health Care Scholarships.

In addition to the above noted grants, the Health Care Scholarship Committee would like to add \$30,000 towards the Northern Baccalaureate Nursing Program that is tentatively beginning in September 2021. This would create another scholarship stream to Health Care Scholarships, which currently does not have a function to budget for due to inadequacy of the SLP that has been historically relied upon for grants. It is intended that the July 2, 2020 recommendation from the Committee will come forward to the Regional Board for consideration after the SLP's have been updated.



REPORT

To: Chair and Directors

Report Number: FN-BRD-016

From: Teri Vetter, Chief Financial Officer

Date: September 2, 2020

Subject: 2020 Surplus for F140 – Economic Development

RECOMMENDATION: [Corporate Unweighted]

That the Regional Board receive the report “2020 Surplus for F140 – Economic Development, FN-BRD-016” for discussion.

BACKGROUND/RATIONALE:

At the August 18, 2020 Special Board Meeting, the Regional Board passed the following resolution:

MOVED, SECONDED and CARRIED

That the Regional Board be provided with a report on the anticipated 2020 surplus balance of Function 275 – Grants to Community Organizations, and the potential to use the surplus to fund Regional Grants-in-Aid and Economic Development projects in the 2021 budget year as the Board determines a path forward for economic development and grants to community organizations.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

Of the \$811,748 budgeted in 2020 for Economic Development grants, all grants have been paid out except for \$278,983, which is allocated for the identified projects/initiatives of the Coal Forum (cancelled), Gotta Go, and Rural Roads. A detailed breakdown of this is provided below, including information about the funding participants and their respective financial contributions:

2019										
		Area B	Area C	Area D	Area E	Dawson Creek	Tumbler Ridge	Chetwynd	Hudsons Hope	Taylor
Business 2 Business	\$10,000			\$5,138	\$1,000	\$2,675	\$751			\$436
SP Business Directory	\$5,000			\$2,014	\$1,391	\$1,049	\$294	\$252		
Gotta Go	\$88,087	\$66,946	\$14,094						\$3,462	\$3,585
Connectivity	\$50,000	\$21,950		\$13,396	\$10,055		\$1,859	\$1,605		\$1,135
Rural Roads	\$98,132	\$87,338							\$6,071	\$4,723
Hockey Canada	-\$9,500	-\$3,221	-\$672	-\$2,119	-\$1,454	-\$1,102	-\$304	-\$257	-\$166	-\$206
Total Surplus	\$241,719	\$173,013	\$13,422	\$18,430	\$10,993	\$2,622	\$2,600	\$1,601	\$9,367	\$9,673
2020										
		Area B	Area C	Area D	Area E	Dawson Creek	Tumbler Ridge	Chetwynd	Hudsons Hope	Taylor
Coal Forum	\$5,000	\$2,270	\$0	\$1,566		\$688	\$192	\$166		\$118
Gotta Go	\$215,486	\$159,103				\$14,990	\$13,661	\$11,787	\$7,757	\$8,188
Rural Roads	\$58,497	\$45,206				\$8,775			\$2,176	\$2,340
Total Surplus	\$278,983	\$206,579	\$0	\$1,566	\$0	\$24,453	\$13,853	\$11,953	\$9,933	\$10,646

Grant Writer services for \$85,000 is also budgeted in this function and there is a contract in place for these services; however, it is anticipated that the majority of this money will be utilized in 2020 and, therefore, has not been included in the anticipated surplus. \$11,459 has been spent to date on the Grant Writer contract.

If the above noted projects do not require the expenditure of all funds allocated to those projects, there will be an expected surplus of \$278,893 for 2021. However, it is possible that the budgeted \$100,000 will be utilized for Rural Roads, leaving only Gotta Go and Coal Forum remaining.

COMMUNICATIONS CONSIDERATION(S):

None.

OTHER CONSIDERATION(S):

None.



REPORT

To: Chair and Directors

Report Number: CS-BRD-014

From: Trish Morgan, General Manager of Community Services

Date: August 27, 2020

Subject: Kelly Lake Community Centre – Use and Occupancy Agreement Extension

RECOMMENDATION: [Corporate Weighted]

That the Regional Board authorize a one (1) year extension of the Kelly Lake Community Centre Society Use and Operating Agreement, with the Kelly Lake Community Centre Society, for the use and operation of the Kelly Lake Community Centre; further, that the Chair and Chief Administrative Officer be authorized to sign the extension behalf of the PRRD.

BACKGROUND/RATIONALE:

The Use and Occupancy Agreement between the Peace River Regional District (PRRD) and the Kelly Lake Community Centre Society (KLCCS) is set to expire on September 25, 2020. The KLCCS, who operates the decommissioned school as a recreation centre, is requesting a one-year extension of the agreement (letter attached).

A service area was established in 2006 to provide an annual financial contribution to assist with the maintenance and operational expenses of the facility. In 2010, the Province transferred title of the property to the PRRD with the stipulation that it be used for “community recreational purposes”.

The current agreement states that, upon expiry, “the Agreement may be renewed by confirmation in writing by the parties for an additional five (5) years provided all obligations of the agreement are met”.

The Society is only requesting a one-year extension of their Agreement because there is uncertainty about the future ownership of the Centre. Kelly Lake Community Centre is one of the recreational facilities that the Regional Board is considering transferring ownership of to the operating society. Given that it has not yet been determined whether the property will continue to be a PRRD asset, a one-year contract extension has been requested.

On May 7, 2020, the Regional Board passed the following resolution:

MOVED, SECONDED, and CARRIED

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.

Then, on June 25, 2020, the Regional Board passed the following resolution:

MOVED, SECONDED, and CARRIED

That the Regional Board refer the June 15, 2020 report titled 'Transferring Community Recreation Facilities' to the Electoral Area Directors Committee for further investigation into the initiative; further, that the Committee provide the Regional Board with progressive update reports on the initiative.

The aforementioned report was brought to the Electoral Area Directors Committee on August 20, 2020, but was deferred to a future meeting.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

The Regional District requisitioned \$101,900 for the Kelly Lake Community Centre in 2020. This funding provides for an operating contribution for the Centre (paid upon the receipt of invoices), insurance costs, and staff wages.

COMMUNICATIONS CONSIDERATION(S):

A letter will be sent to the Kelly Lake Community Centre Society to extend the Agreement for a further one (1) year term, if approved.

OTHER CONSIDERATION(S):

The Agreement outlines the roles, responsibilities, and obligations of both the Society and the PRRD. The Centre is provided for multi-purpose community recreation, short-term education and training; and is available, under the coordination of the Society, to other groups and members of the general public for activities consistent with its intended use.

In 2019, the PRRD completed a comprehensive Facility Condition Assessment, which outlined the current condition of the facility, and provided a prioritized list/costs of necessary repairs, upgrades, and studies. At the same time, a design study was undertaken, which resulted in two options for upgrading the Centre to better suit the current and anticipated uses of the facility. Both studies were completed with the intention of applying for grant funding for upgrades. In 2020, a hazardous materials assessment was completed at the Centre with the intention of understanding the potential costs of remediation of any hazardous materials during the proposed renovation.

A second intake for the Investing in Canada Infrastructure Program (ICIP) – Rural and Northern Communities (RNC) was announced in June 2020. The RNC fund is focused on improving the quality of life in rural communities by responding to the specific needs of these communities, including projects that enhance environmental quality, or that benefit community, cultural and recreation outcomes. The

application intake deadline is October 22, 2020. Application to this funding program for the Kelly Lake Community Centre renovation project is being considered.

Attachments:

1. Kelly Lake Community Centre Society – Letter Requesting Extension of Agreement
2. Kelly Lake Community Centre Society Use and Occupancy Agreement - 2017

KELLY LAKE COMMUNITY CENTRE SOCIETY

PO Box 2361
Dawson Creek, BC V1G 4T9

August 27, 2020

Trish Morgan
General Manager of
Community Services
Peace River Regional District

Bryna Casey
Parks and Rural
Recreation Coordinator
Peace River Regional District

Dear Ms. Morgan And Ms. Casey

Re: Extension to the Kelly Lake Community Centre Society Use and Operating Agreement

Kelly Community Centre Society Board is requesting the Kelly Lake Community Centre Society Use and Operating Agreement be extended for one year until September 25, 2021.

If you require any further information, please contact Lois Duke, President (780) 832-0815 or Tania Horseman, Vice-President (780) 518-3082.

Sincerely,

Tania Horseman
Vice-President
KLCCS

**KELLY LAKE COMMUNITY CENTRE SOCIETY
USE AND OPERATING AGREEMENT**

THIS AGREEMENT dated for reference the 25th day of September, 2017.

BETWEEN:

**PEACE RIVER REGIONAL DISTRICT,
Box 810, 1981 Alaska Avenue, Dawson Creek, B.C. V1G 4H8**

(the "Regional District")

OF THE FIRST PART

AND:

**KELLY LAKE COMMUNITY CENTRE SOCIETY
Society Number S-50241
PO Box 206, Tomslake, BC V0C 2L0**

(the "Society")

OF THE SECOND PART

WHEREAS:

- A. The Regional District is the registered owner in fee simple of that land commonly referred to as the Kelly Lake Community Centre at 107 Kelly Lake Road located in the Peace River Regional District and legally described as:
Parcel Identifier: 014-683-687
Block A of District Lot 314 Peace River District

(the land and premises hereinafter collectively called the "Facility")

- B. The Regional District and the Society wish to enter into an agreement for the use and occupancy of the Facility for the sole purpose of operating, managing and maintaining a community centre and providing programs, activities, rooms and services at the community centre for members of the Kelly Lake community.
- C. The Society agrees to use and occupy the Facility on the terms and conditions contained in this Agreement.

THIS AGREEMENT is evidence that in consideration of the premises and the covenants hereinafter contained the parties hereto covenant and agree, each with the other as follows:

Term

1. The term of this Agreement shall be for the period of five (5) years commencing on May 25, 2017 and terminating on September 25, 2020.

KELLY LAKE COMMUNITY CENTRE SOCIETY USE & OPERATING AGREEMENT

Rent

2. In return for use and occupancy of the Facility, the Society will pay the Regional District rent of \$1.00 in each year of the Term, the receipt of which is hereby acknowledged.

Renewal

3. Upon expiry of the Term, the Agreement may be renewed by confirmation in writing by the parties for an additional five (5) years provided all obligations of the Agreement are met.

Use

4. (a) The Society shall use the Facility solely for the purpose of operating a community centre for use by members of the Kelly Lake community and for other related uses as may be approved from time to time by the Regional District.
- (b) All activities at the Facility must be conducted in a safe and secure manner and the Society shall conduct its operation in a business-like, organized, efficient manner of a standard equivalent to similar venues.
- (c) It is hereby understood that the Facility is provided for multi-purpose community recreation, and short-term education and training and will be available, under the coordination of the Society, to other groups and members of the general public for activities consistent with its intended use. The Society shall act as stewards of this community access to ensure all obligations under this Agreement are met. Any groups wishing to rent the facility for education and training purposes in excess of 30 days, must be approved in advance by the Regional District Board and must enter into a long-term lease agreement.
- (d) The Society accepts that use and occupancy of the Facility is in an 'as is' condition and the Regional District has not made any representations, warranties or agreements as to the condition of the Facility including the suitability for the Society's purposes.
- (e) The Society accepts responsibility and the cost of remediation for any damage, including environmental damage, resulting from the Society's use of the Facility. No potential environmental contaminants may be brought by the Society into the Facility.
- (f) The Society shall require any person or group (the "User") utilizing the Facility to enter into a formal facility rental agreement in the form attached as "Appendix A".
- (g) The Society may refuse to permit any person or group to use the Facility if the person or group has an unpaid account in respect of the use of the Facility, or if the Society or the Regional District considers that the proposed use would not comply with the restrictions in this Agreement.
- (h) The Society may serve or allow for the service of alcohol in the Facility during such special events if the Society or the user group:
 1. obtains party alcohol liability insurance in an amount of not less than \$5,000,000.00 per occurrence, or such greater amount as may be required by the Regional District from time to time, and

KELLY LAKE COMMUNITY CENTRE SOCIETY USE & OPERATING AGREEMENT

2. obtains all required liquor and business licenses and permits, and complies with the terms thereof and with all applicable laws, regulations and orders of government authorities having jurisdiction, and has ensured that every person serving alcohol at the event has successfully completed an alcohol service training program.

Improvements

5. (a) No major renovations or structural improvements whatsoever shall take place at the Facility without the express authorization of the Regional District in advance.
- (b) To ensure the safe use and security of the Facility, the Regional District may require the Society to make improvements to the Facility at any time. Failure to respond in a timely fashion to these requests shall be considered a default of this Agreement.
- (c) Any improvements made to the Facility by the Society during the Term shall, upon termination of this Agreement, become the property of the Regional District free and clear of all liens, costs or charges and the Society shall indemnify and save harmless the Regional District from any and all liability whatsoever for such liens, costs and charges. Upon termination and the vesting of such improvements in the Regional District, the Society shall have no right to compensation whatsoever for such improvements.
- (d) Equipment and appliances not structurally attached or inherent to the Facility may be removed by the Society upon expiry of the term.

Maintenance

6. (a) The Society shall, during the term of this Agreement, repair and maintain the Facility in a safe, clean and sanitary condition, to take all reasonable precautions to ensure the safety of all people using the Facility and, on notice from the Regional District, to make the Facility safe, clean and sanitary to the Regional District's satisfaction.
- (b) The Society shall pay all accounts and expenses from labour performed on, or material supplied to, the Facility, to promptly discharge any builders' lien that may be filed against the title to the Facility relating to any improvements, work or construction it undertakes at the Facility and to comply at all times with the *Builders Lien Act* (British Columbia) in respect of any improvements, work or construction undertaken at the Facility.

Costs, Fees & Revenues

7. (a) The Society shall hold all service and utility accounts for the Facility in its name, pay all costs and expenses of any kind whatsoever associated with or payable regarding the Facility, including but not limited to, permit and license fees, repair and maintenance costs, administration and service fees, telephone, electrical, hydro, water, sewage disposal and other utility charges and payments for work and materials.
- (b) Where the Regional District's annual budget so provides, the Regional District may, but is not obligated to, pay to the Society an annual operating contribution for the operation of the Facility, the amount of which operating contribution would be calculated based on an approved annual budget, submitted by the Society in accordance with this Agreement. The Society would be required to use such funds for the sole purpose of carrying out its obligations to operate, repair

KELLY LAKE COMMUNITY CENTRE SOCIETY USE & OPERATING AGREEMENT

and maintain the Facility in accordance with the terms and conditions of this Agreement. Any excess funds shall be retained in a surplus account for application to future expenses under this Agreement.

- (c) In accordance with section 7 (b), operating funds will be payable by the Regional District to the Society on a monthly basis upon receipt of a trial balance or income statement along with copies of invoices paid in the previous month.
- (d) No later than December 1st of each year during the Term, the Society shall submit to the Regional District an annual operating budget for the Facility for the following year.
- (e) The Society may charge rental fees and collect damage deposits for public use of the Facility. A copy of the current fee schedule shall be provided to the PRRD. Rental fees may be amended by the Society upon written approval from the Chief Administrative Officer of the Peace River Regional District, upon which approval the fee schedule may be amended and shall be provided to the PRRD.
- (f) The Society may retain all gross revenue collected with respect to the public operation of the Facility and must use such revenue for the sole purpose of carrying out its obligations to operate, repair and maintain the Facility in accordance with the terms and conditions of this Agreement.

Facility Management and Reporting

- 8. (a) The Society shall employ and provide the services of such staff, contractors and Volunteers as are necessary to safely and efficiently carry out the obligations and responsibilities of the Society under this Agreement. The Society shall train, supervise and remunerate or cause to be hired, trained, supervised and remunerated, all employees, contractors and volunteers required to safely and efficiently carry out the obligations and responsibilities of the Society under this Agreement. The Society shall provide to the Regional District from time to time, on request, a list of names and positions of such staff, contractors and volunteers.
- (b) The Society shall ensure that the Society has obtained in respect of every person hired to carry out the obligations and responsibilities of the Society under this Agreement, whether as an employee, contractor or volunteer, a complete and current criminal record check with satisfactory results.
- (c) The Society shall not discriminate against any person contrary to the *Human Rights Code* (British Columbia).
- (d) The Society shall ensure that there is at least one individual on duty with first aid training during activities occurring at the Facility that present a risk of injury to any persons.
- (e) Upon entering into this agreement, the Society must submit for approval of the Regional District detailed procedures and action plans outlining the emergency and evacuation procedures which the Society will follow in the event of any of the following incidents:
 - the sounding of smoke, fire or other alarms;
 - lighting failure;
 - power failure;
 - bomb threat;

KELLY LAKE COMMUNITY CENTRE SOCIETY USE & OPERATING AGREEMENT

- threat of riot;
- gas leak;
- lost person;
- death or injury;
- burglary;
- earthquake; and
- other situation where there may be risk to the public or staff,

and the Society must follow these procedures and plans throughout the Term.

- (f) The Society shall post signs, and otherwise ensure that users of the Facility and the public know the required safety precautions required at the Facility and the procedures to be followed in the event of an accident, emergency or evacuation situation.
- (g) The Society shall ensure that its contact person is available by telephone twenty four (24) hours per day.
- (h) The Society shall report immediately to the Regional District any incidents or accidents that required emergency services by police, fire, or ambulance services or hospitalization of any user of the Facility.

Financial Reporting

- 9. (a) The Society shall keep separate and distinct books of account, receipts, records, vouchers, cheques, papers and documents in relation to the Society's management and operation of the Facility according to generally accepted accounting standards and in a manner acceptable to the Regional District.
- (b) On or before February 15th of each year, commencing February 15, 2016, the Society shall provide to the Regional District financial statements for the immediately preceding calendar year respecting the management and operation of the Facility and setting out the gross revenue and expenses in relation thereto.
- (c) The Regional District retains the right to have all financial statements pertaining to this Agreement audited at its own expense, with the Society's full cooperation.

Annual Reporting and Access to Records

- 10.(a) The Society shall provide the Regional District with a comprehensive annual report on or before February 15th of each year, in a form acceptable to the Regional District, addressing at least the following items related to the previous calendar year:
 - 1. attendance numbers for all admissions and rentals;
 - 2. safety;
 - 3. facility inspection;
 - 4. 5-year capital plan;
 - 5. incidents;
 - 6. accidents; and
 - 7. equipment inventory.

KELLY LAKE COMMUNITY CENTRE SOCIETY USE & OPERATING AGREEMENT

- (b) The Society agrees that the Regional District and its auditors, upon request, shall have access to the books of account, records, vouchers, cheques, papers and documents of and which may relate to the operation, repair and maintenance of the Facility.

Termination

11. (a) Should the Society default on any of the covenants contained herein, the Regional District may terminate this Agreement and retake possession of the Facility should the Society fail to rectify such default within ten (10) days of being given notice to do so.
- (b) This Agreement may be terminated by either party upon giving sixty (60) days' notice of its intention to so terminate.
- (c) Upon the expiry or earlier termination of this Agreement, the Society shall peacefully quit and deliver possession of the Facility to the Regional District and leave any improvements on or to the Facility in a safe, clean and sanitary condition; and, no amount will be owed by the Regional District to the Society on account of any lost revenues relating to Facility operations.

Right of Entry

12. The Regional District including its employees, agents or representatives may enter the Facility at any time for the purposes of inspection, inventory or to access equipment and services necessary for operation of the other assets on the property. Notice will be provided to the Society of the planned entry as soon as possible and preferably prior to accessing the Facility.

Encumbrances

13. The Society shall not mortgage, charge or otherwise encumber its interest in the Facility.

Assignment

14. The Society shall not assign nor sublet this Agreement except with the written consent of the Regional District.

Indemnity

15. The Society will indemnify and save harmless the Regional District and all of its employees, servants, representatives and agents, from and against all claims, demands, causes of action, suits, losses, damages and costs, liabilities, expenses and judgments (including all actual legal costs) which the Regional District or its employees, servants, representatives or agents incur, suffer or are put to arising out of or in connection with any activities of the Society that in any way directly or indirectly arise from the occupation, activities or actions of the Society or any other person authorized or permitted by the Society to be at the Facility, or any failure, breach or non-performance by the Society of any obligation of this Agreement, or any wrongful or negligent act of the Society or any employee or agent of the Society.

Insurance

16. (a) The Society shall, during the Term of this Agreement, carry general public liability insurance in a form acceptable to the Regional District in an amount of not less than Five Million (\$5,000,000)

KELLY LAKE COMMUNITY CENTRE SOCIETY USE & OPERATING AGREEMENT

dollars covering each individual occurrence and the policy shall name the Regional District as an additional insured. A copy of proof of insurance shall be provided to the Regional District at the beginning of each year of this Agreement.

- (b) The Regional District shall, during the Term of this Agreement, carry property and contents insurance for the present day replacement value of the building and its contents. The Society shall advise the Regional District on an annual basis, prior to November 1st of each year, of the present day value of the contents of the building.
- (c) As the stewards for community use of the Facility, the Society will ensure that all rental users will have appropriate liability insurance. All contractors retained by the Society for work at the Facility shall have WorkSafe BC coverage and appropriate liability insurance. Documentation of these requirements shall be available to the Regional District upon request.

Compliance with Laws and Regulations

- 17. (a) The Society shall carry on and conduct its activities in, on and from the Facility in compliance with any and all statutes, enactments, bylaws, regulations, orders and insurance policies from time to time in force, including all of the Regional District's bylaws affecting or relating to the use or development of the Facility or the construction, alteration, servicing, maintenance or use of improvements, to obtain all approvals and permits required for such activities and to comply with all Local Government, Provincial and Federal legislation relating thereto.
- (b) The Society shall not permit the use of the Facility for any unlawful use or for any use, performance or activity that the Regional District in its discretion considers obscene, racist, offensive to some members of the public, inconsistent with the policies of the Regional District as those policies may change from time to time, or otherwise unsuitable for a public facility. The Society shall provide the Regional District with advance written notice of any booking requests that might be of a controversial nature or raise possible concerns.

Nuisance

- 18. The Society shall not cause nor permit any act or thing to be done at the Facility which is, or would constitute a nuisance to the owners or occupiers of any lands or premises adjoining the Facility, or in the vicinity of the Facility, or to the public in general and shall indemnify and save harmless the Regional District from any liability therefor.

Society Representations and Warranties

- 19. The Society represents and warrants to the Regional District that:
 - (a) it is a society in good standing under the laws of British Columbia and does not conduct its activities with a view to obtaining, and does not distribute, profit or financial gain for or to its members;
 - (b) it has the power and capacity to enter into and carry out its obligations under this Agreement; and
 - (c) it has completed all necessary resolutions and other preconditions to validly enter into this Agreement.

KELLY LAKE COMMUNITY CENTRE SOCIETY USE & OPERATING AGREEMENT

Cessation of the Society

20. Should the Society, at any time during the Term, cease to exist as a registered society, then and in that event, its right of use and occupancy and any other rights hereunder shall be forthwith terminated, but nevertheless the assets of the Society shall be chargeable for any liability remaining unpaid at such time to the Regional District, including any cost related to returning the Facility to its original state.

No Partnership or Joint Venture

21. Nothing contained in this Agreement shall be deemed or construed by the parties, nor by any third party, as creating the relationship of principal and agent or partnership or of joint venture between the parties or as giving the Society any power or authority to bind the Regional District in any way.

Succession

22. This Agreement will remain in effect after its expiration date to facilitate negotiations for renewal of the Agreement. This succession will be considered a temporary, month-to-month arrangement and continue to be subject to all terms of this Agreement.

Notices

23. Any notice, report or other document that either party may be required or may wish to give to the other must be in writing, unless otherwise provided for, and will be deemed to be validly given to and received by the addressee, if served personally, on the date of such personal service or, if delivered by mail, fax or email, when received. Any such notices shall be delivered to the addresses of each party first above written. Either party may, from time to time, advise the other by notice in writing, of any change of address of the party, giving such notice and from and after the giving of such address specified therein this shall, for the purpose of this paragraph, be conclusively deemed to be the address of the party giving such notice.

Entire Agreement

24. This Agreement shall be deemed to constitute the entire Agreement between the Regional District and the Society with respect to the matter hereof and shall supersede all previous negotiations, representations, and documents in relation hereto made by either party to this Agreement.

Waiver

25. No waiver by either party of any breach by the other party of any of its covenants, obligations and agreements will be a waiver of any subsequent breach or of any other covenant, obligation or agreement, nor will any forbearance to seek a remedy for any breach be a waiver of any rights and remedies with respect to such or any subsequent breach.

Miscellaneous

26. The headings appearing in this Agreement have been inserted for reference and as a matter of convenience and in no way define, limit or enlarge the scope of any provision of the Agreement.

KELLY LAKE COMMUNITY CENTRE SOCIETY USE & OPERATING AGREEMENT

27. In this Agreement, wherever the singular or masculine is used, it shall be construed as if the plural or feminine or body corporate as the case may be, had been used where the context of the parties hereto so require.
28. This Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, successors and assigns.

IN WITNESS WHEREOF the parties have duly executed this agreement, and affixed their seal, if appropriate, on the respective dates written below.

PEACE RIVER REGIONAL DISTRICT

Chair

Chief Administrative Officer

Date: Oct 11/17

KELLY LAKE COMMUNITY CENTRE SOCIETY

Authorized Signatory

PRINT NAME

Authorized Signatory

PRINT NAME

Date: Sept 25/2017



Witness signature

Witness name

Witness address

Witness signature

Witness name

Witness address

KELLY LAKE COMMUNITY CENTRE SOCIETY USE & OPERATING AGREEMENT

Appendix 'A'

KELLY LAKE COMMUNITY CENTRE FACILITY RENTAL AGREEMENT

Rules Governing the Use of Facilities

1. The Applicant must sign and date this Facility Use Agreement before deemed to have been granted permission to use the facilities.
2. The Applicant agrees to use the Facility only for the purpose listed and for no purposes other than public recreation (including such events as weddings, birthday parties, community suppers, funerals, etc.) and short-term education and training.
3. The Applicant agrees that the Kelly Lake Community Centre Society may terminate this agreement if the Applicant fails to comply with this Agreement or any of the Rules Governing Use of Facilities.
4. The Applicant will provide evidence of liability insurance in the amount of Two Million Dollars (\$2,000,000) naming the Peace River Regional District and Kelly Lake Community Centre Society as additional insureds for the appropriate recreational or public events.
5. The Applicant will not permit liquor on the premises, unless prior approval has been granted by the Kelly Lake Community Centre Society and a valid liquor license is in effect, and a copy of the liquor license has been presented to the Peace River Regional District.
6. The Applicant is responsible for pick-up of litter and debris during and after the event and shall leave the Facility and surrounding areas in a clean, tidy and undamaged condition.
7. The Applicant (including friends or spectators using the facilities) is expected to act in a considerate and sportsmanlike manner. Abusive language or inconsiderate behavior which is found to be objectionable may result in the cancellation of your facility use.
8. The Peace River Regional District or the Kelly Lake Community Centre Society reserve the right to cancel or alter facility usage should conditions arise that necessitate scheduling changes.
9. The Peace River Regional District or the Kelly Lake Community Centre Society reserve the right to deny any rental application.
10. It is the responsibility of the Applicant to ensure the facilities are in good condition and free from hazards (glass, obstructions, etc). If a hazard does exist please notify the Kelly Lake Community Centre Society.

Waiver and Indemnity Clause

The Applicant accepts and will use the premises at its own risk and agrees that the Peace River Regional District and the Kelly Lake Community Centre Society has made no warranties or representations respecting the suitability or condition of the premises. The Applicant further agrees that it will indemnify and save harmless the Peace River Regional District and the Kelly Lake Community Centre Society, and their officers, employees, servants, agents, heirs, successors and assigns from and against any and all claims whatsoever, including all damages, liabilities, expense, costs, including legal or other fees, incurred in respect of any such claim(s) or any action(s) or proceeding(s) brought thereon arising directly or indirectly from or in connection with the granting of this agreement and use of the facility.

Applicant Signature

Date

KELLY LAKE COMMUNITY CENTRE SOCIETY USE & OPERATING AGREEMENT

**Appendix 'A'
FACILITY USE AGREEMENT**

LOCATION: Kelly Lake Community Centre (the "Facility")

APPLICANT INFORMATION	
Organization:	Representative Name:
Email:	Phone:
Mailing Address:	
City:	Postal Code:
FACILITY USE INFORMATION	
Event/Program Name	No. of Participants:
Dates Requesting Use:	
Start Time:	End Time:
Provide a brief description of event/program:	
Map/Sketch of Location and Layout of Use (If applicable) ATTACHED <input type="checkbox"/> Yes	
Damage Deposit Paid: \$ _____	Date of Damage Deposit
INSURANCE & LICENSES	
Minimum \$2,000,000 Liability Insurance: Attached <input type="checkbox"/> Yes OR Not required <input type="checkbox"/>	
Insurance names Kelly Lake Community Centre Society & the Peace River Regional District as additional insureds? <input type="checkbox"/> Yes	
OR/ Reason not required:	
Party Alcohol Liability Insurance <input type="checkbox"/> Yes <input type="checkbox"/> Not Applicable	
Insurance names Kelly Lake Community Centre Society & the Peace River Regional District as additional insureds? <input type="checkbox"/> Yes	
Special Occasion or Beer Garden Liquor License <input type="checkbox"/> Yes <input type="checkbox"/> Not Applicable	
# of Individuals with Serving It Right <input type="checkbox"/>	# of Licensed First Aid Attendants On Site <input type="checkbox"/>
# of Individuals with Food Safe <input type="checkbox"/>	
Emergency Plan ATTACHED <input type="checkbox"/> Yes <input type="checkbox"/> Not Applicable	Security Plan ATTACHED <input type="checkbox"/> Yes <input type="checkbox"/> Not Applicable

Applicant Signature _____

_____ Date

KELLY LAKE COMMUNITY CENTRE SOCIETY USE & OPERATING AGREEMENT

Appendix 'A'
FACILITY USE AGREEMENT

RENTAL FEES

Effective June 1, 2017 – thereafter rental fees are to be determined by the Kelly Lake Community Centre Society and any changes to the fees below shall be approved in writing by the PRRD CAO.

Facility	Purpose of Event (example)	Fee	+ Damage Deposit
Gymnasium Use – private (does not include kitchen)	Youth, Birthday Party, family supper	\$50 per day	\$50
Gymnasium Use - commercial	Community meetings	\$150/event	\$250
Gymnasium	Sports Events	\$150/event	\$250
Kitchen Use	Dinners, cooking classes	\$100 per day	\$50
Classroom Use	Meetings, small groups, training	\$25/hr \$50/day	\$250
Classroom Use – personal	Meetings, etc	\$25/hr or \$50/day	\$250
Gymnasium &/or Full Facility Use	Weddings, large special events, community meetings	\$250 per day	\$1,000
Funerals and fundraisers	Community members – fees may be waived upon request to the Society	\$0.00	\$250

All costs for damages and repairs will be deducted from the damage deposit. The renter will be charged \$50 per hour for cleaning and removal of waste. The Kelly Lake Community Centre Society will provide the renter with an itemized list of fees upon return of damage deposit.



REPORT

To: Chair and Directors

Report Number: CS-BRD-015

From: Trish Morgan, General Manager of Community Services

Date: September 3, 2020

Subject: Modernizing Emergency Management Legislation – What We Heard Report**RECOMMENDATION: [Corporate Unweighted]**

That the Regional Board approve the September 10, 2020 letter of response to the Province of BC, regarding the discussion paper “What We Heard: Modernizing Emergency Management Legislation”, reiterating the Board’s position that:

- states of local emergencies should be increased to 14 days;
- critical infrastructure operators, including Crown corporations, should be required to educate the public on the hazards, risks and impacts that could occur should there be an infrastructure failure; and
- the “expense authorization form” system, utilized during emergency response and recovery to approve expenses, be examined; with particular attention being targeted at finding ways to speed up approval processes in order to keep pace with the emergency.

BACKGROUND/RATIONALE:

In October 2019, Emergency Management BC (EMBC) released a discussion paper explaining the need for new legislation and outlined the proposed policy direction for modernized emergency management legislation. With the discussion paper, the Provincial Government was seeking comment and feedback from emergency management partners and the public. The Regional Board provided comment on the discussion paper on January 24, 2020 (see attached).

EMBC has now released the “[What We Heard: Modernizing BC’s Emergency Management Legislation](#)”, which summarizes the comments received from local governments and other stakeholders. Due to the COVID-19 response, the timeline to introduce new legislation has been amended as follows:

Timeline

Dates	Activities
January - September 2019	Initial Engagement (complete)
October 28, 2019	Discussion Paper posted (complete)
October 28 - January 2020	Comment Period on Discussion Paper (complete)
August 31, 2020	What We Heard report posted (complete)
September 2020	30 day comment period for What We Heard Report
Spring 2021	Modernized legislation introduced

The report notes that many of the lessons learned from the COVID-19 response have not been included in the discussion paper, as the feedback was received prior to the pandemic. However, moving forward, the proposed legislation will include lessons from the pandemic response.

EMBC is welcoming feedback on the report until September 30, 2020. The following summarizes the comments sent by the Regional Board in January 2020, and notes if these comments were addressed in the discussion paper.

PRRD Comment (summary)	What We Heard Report Green – addresses the concern Blue – more work is needed to address the concern Red – did not address the concern
1(1) That the Province create a trust fund to ensure long-term sustainable funding for structural mitigation works.	Theme #3: Additional resources and capacity will be needed to deliver on the new requirements. Response: The Province acknowledges that strengthening disaster risk and emergency management will require additional investment by both the Province and its emergency management partners. Local Authorities and First Nations will require support and time to develop the capacity needed to implement new requirements.
1(2) That the Province consider whether elector approval is required to raise funds for mitigation works.	No discussion on this item
2(1) That the Province of BC provide further information on what they propose the role of local government be in relation to protecting significant Indigenous cultural sites or the environment.	Theme #5: Calls for more detail and clarity on specific proposals and how the new legislation will be implemented. Requests for ongoing involvement as the legislation is developed, including an opportunity to review and comment on draft legislation. Response: EMBC will continue to engage with partners, Treaty First Nations, Indigenous organizations and stakeholders as legislation is drafted and in the subsequent development of regulations, policies and processes.
2(2) That the Province of BC provide further information on whether the Lieutenant Governor could order a local government to take action in relation to an emergency that is outside the scope described by the definition under the current and proposed Act.	Theme #5: Calls for more detail and clarity on specific proposals and how the new legislation will be implemented. Requests for ongoing involvement as the legislation is developed, including an opportunity to review and comment on draft legislation. Response: EMBC will continue to engage with partners, Treaty First Nations, Indigenous organizations and stakeholders as legislation is drafted and in the subsequent development of regulations, policies and processes.
3(1) That the Province of BC clearly define the criteria and process under which they will consider creating a new local authorities.	Theme #5: Calls for more detail and clarity on specific proposals and how the new legislation will be implemented. Requests for ongoing involvement as the legislation is developed, including an opportunity to review and comment on draft legislation. Response: EMBC will continue to engage with partners, Treaty First Nations, Indigenous organizations and stakeholders as legislation is drafted and in the subsequent development of regulations, policies and processes.

<p>3(2) That unincorporated communities with no defined boundaries, governance structure or funding mechanisms not be considered by the Province when prescribing new local authorities.</p>	<p>The proposed definition of Local Authorities will proceed, including the ability to designate new Local Authorities will proceed, as it could support inclusion of Treaty First Nations, depending on the terms and implementation stage of their Final Agreements, and an appropriate body in the Stikine region. (p. 11)</p> <p>(note definition proposed: Add the ability for the Minister to prescribe by regulation a new “Local Authority”. This could include a Treaty First Nation whose Final Agreement defines it as a Local Authority, an appropriate body within the Stikine, or a group of willing First Nations, municipalities and/or electoral areas that wish to form a unified Local Authority for the purposes of undertaking some or all emergency management functions.)</p>
<p>4(1) That the Province of BC amend the Disaster Financial Assistance regulation to provide greater flexibility to recipients so that they can build back stronger and faster.</p>	<p>Theme #2: The Act should have a stronger connection to the Sendai Framework, disaster risk management, and disaster risk reduction, including the issues and challenges faced by vulnerable populations.</p> <p>Response: The modernized legislation will incorporate key elements of the Sendai Framework. For example:</p> <ul style="list-style-type: none"> • the Act will include principles from the Sendai Framework; • the Sendai Framework definitions of certain key concepts will be adopted, with some modifications to reflect the BC context; • disaster risk governance will be addressed by extending disaster risk management responsibility across government and through periodic disaster risk management reporting; and, • there will be a clear emphasis on disaster risk management in emergency management plans. In addition, new regulations regarding the content of emergency management plans will include requirements to consider the needs of vulnerable populations.
<p>5 The Board provided general support to the proposal of increasing the term of a state of local emergency from 7 days to 14 days</p>	<p>Not addressed – while it was supported by those who provided feedback, the discussion paper does not clearly identify whether this proposal will move forward, except states that the additional extraordinary powers may be added to the Act.</p>
<p>6(1)) That the Province of BC clearly define the roles and responsibilities of all provincial ministries, Crown Corporations and agencies with respect to their roles and responsibilities in all four pillars of emergency management including how they will work as partners with local governments</p>	<p>The proposals for provincial ministries, Crown corporations and public sector agencies to have business continuity plans and emergency management plans were supported, with some requests for more clarity about roles, responsibilities, and plan requirements. For example, Crown corporations that operate critical infrastructure want clarity about which requirements they will have to meet, and that there should be no “doubling up”. (p. 14)</p>

<p>6(2) That the Province of BC ensure that staff working for provincial ministries, Crown Corporations and agencies be trained and exercised in the BC Emergency Management System.</p>	<p>Not addressed directly but may be covered under the following:</p> <p>The proposals for provincial ministries, Crown corporations and public sector agencies to have business continuity plans and emergency management plans were supported, with some requests for more clarity about roles, responsibilities, and plan requirements. For example, Crown corporations that operate critical infrastructure want clarity about which requirements they will have to meet, and that there should be no “doubling up”. (p. 14)</p>
<p>6(3) That the Province of BC be responsible for responding to emergencies that occur on Crown land and/or affect provincially owned infrastructure and further be responsible for assessing the associated risks and impacts and conducting mitigation works on Crown land</p>	<p>Several Local Authorities suggested that the Province should be responsible for hazards that originate on Crown land and/or affect provincially-owned infrastructure that may have downstream impacts on Local Authorities’ jurisdictions. (p. 15)</p> <p>Additional work will be done to explore the following issues that arose through the engagement period: ... Hazards that originate on Crown land but may have downstream impacts on Local Authorities; (p. 16)</p>
<p>7(1) That the Province of BC develop a “best practices guide” for local authority emergency management plans and programs to assist local governments and First Nations; and further, that there is recognition from the Province that every local government and First Nation is unique which may be reflected in their plans and approach to emergency response and recovery.</p>	<p>There was general support for proposals around collaboration, coordination, and partnerships, and for standardized programs and plans. That said, there were several questions about how these proposals would be implemented, including: requests for guidance on engagement with First Nations; how to deal with sensitive information in emergency plans; what is appropriate to share with other jurisdictions and partners; and a desire to maintain some flexibility rather than having “cookie cutter” plans. (p.15)</p> <p>The proposal for EMBC to audit emergency management plans will not proceed; this aspect of quality assurance will focus instead on a review function that relies more on support and collaboration. (p. 13)</p>
<p>7(2) That the Province of BC provide funding support to local governments to revise and update emergency management plans to meet best practices set forth by the Province.</p>	<p>Theme #3: Additional resources and capacity will be needed to deliver on the new requirements.</p> <p>Response: The Province acknowledges that strengthening disaster risk and emergency management will require additional investment by both the Province and its emergency management partners. Local Authorities and First Nations will require support and time to develop the capacity needed to implement new requirements.</p>
<p>7(3) That should the Province of BC wish to audit local government emergency management plans, that they do not make the results public and instead work as partners with the local government to make changes to their plans.</p>	<p>Response: The proposal for EMBC to audit emergency management plans will not proceed; this aspect of quality assurance will focus instead on a review function that relies more on support and collaboration. (p. 13)</p>

<p>8(1) & 9(1) That the Province of BC provide support (funding and expertise) and guidance to local governments and First Nations to assist in understanding and interpreting hazard and risk data in order to develop plans to address impacts and vulnerabilities within our regions.</p>	<p>Caution was also expressed about making the location of hazards publicly available, including the potential impact on property values. This was countered by a call to make more risk information — such as disclosure of risk upon property purchase — available to the public. Several respondents suggested including hazard, risk and vulnerability data from reputable agencies and organizations outside the provincial government, such as hazard modelling and mapping and risk assessments. (p. 12)</p> <p>Response: Concerns about centrally housing hazard, risk and vulnerability data will be addressed during implementation. (p.13)</p>
<p>10(1) That the Province of BC create “best practice” guidelines for reciprocal consultation between local governments and First Nations, rather than regulating consultation requirements.</p>	<p>While the specific proposals in the Discussion Paper were supported, the overall approach to First Nations emergency management will shift to be more inclusive and holistic. (p. 18)</p>
<p>10(2) That the Province of BC provide sustainable funding for both local governments and First Nations to increase capacity to conduct consultation and engagement.</p>	<p>Theme #3: Additional resources and capacity will be needed to deliver on the new requirements.</p> <p>Response: The Province acknowledges that strengthening disaster risk and emergency management will require additional investment by both the Province and its emergency management partners. Local Authorities and First Nations will require support and time to develop the capacity needed to implement new requirements.</p>
<p>11(1) That the Province of BC require critical infrastructure operators, including Crown corporations, to educate the public on the hazards, risks and impacts that could occur should there be an infrastructure failure.</p>	<p>Not addressed – the paper discusses ensuring there is not any duplication of requirements for CI operators to develop their plans, however, there is no discussion about the responsibility to inform the public of the hazards, risks and impacts as a result of their infrastructure.</p>
<p>12(1) That the Province of BC develop a system and criteria to pay volunteers who have been deployed for long-term durations similar to volunteer fire fighters.</p>	<p>The proposals identified in the Discussion Paper will proceed, with some clarification of the definitions for types of volunteers. Classes or groups of volunteers, such as Public Safety Lifeline Volunteers, may be prescribed by regulation, which allows for more flexibility than embedding them in the legislation. Additional work is being done on the issue of WorkSafe BC coverage for volunteers. Many of the comments related to volunteers will be addressed through regulation, policy and guidance documents. (p.22)</p>
<p>12(2) That the Province of BC consider providing greater flexibility with respect to Work Safe BC and liability coverage so that public safety lifeline volunteers, particularly search and rescue volunteers, can assist with a greater variety of tasks during a response.</p>	<p>Additional work is being done on the issue of WorkSafe BC coverage for volunteers. (p.22)</p>
<p>13(1) That the Province of BC examine the “expense authorization form” system utilized during emergency response and recovery to approve expenses, with particular attention being targeted at finding ways to speed up approval processes in order to keep pace with the emergency.</p>	<p>Not addressed</p>

14(1) That the Province of BC include in the modernized Emergency Program Act legislation, provisions to enforce evacuation orders and apply penalties for those who chose to willingly violate them.	<p>A small number of submissions focused on evacuation orders, with opinion divided between allowing people to defend their properties if they choose and more stringent enforcement to ensure everyone leaves an evacuation area.</p> <p>Response: Offences would apply only where individuals or corporations do not comply with the conditions set under a state of provincial or local emergency. (p.24)</p>
15(1) That the Province of BC implement any changes to the Act utilizing a phased approach in order to provide local governments and First Nations time to make suitable changes and increase capacity.	<p>Not addressed in the report, however, EMBC advised the UBCM Flood & Wildfire Advisory Committee that all changes would be implemented in phases.</p>
15(2) That the Province of BC guarantee the provision of long-term sustainable funding to local governments and First Nations to increase human resource capacity to address any changes brought forward through legislation.	<p>Theme #3: Additional resources and capacity will be needed to deliver on the new requirements.</p> <p>Response: The Province acknowledges that strengthening disaster risk and emergency management will require additional investment by both the Province and its emergency management partners. Local Authorities and First Nations will require support and time to develop the capacity needed to implement new requirements.</p>

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Responsive Service Delivery
 - ☒ Enhance Emergency Planning and Response Capacity
- ☒ Advocacy
 - ☒ Emergency Response Capacity for Local Governments

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

A draft letter for the Regional Board's consideration that highlights the areas that the Board identified in January 2020 that have not been addressed in the "What We Heard Report" has been included.

OTHER CONSIDERATION(S):

None at this time.

Attachments:

1. August 31, 2020: What We Heard Summary Brief
2. August 31, 2020: What We Heard: Modernizing BC's Emergency Management Legislation
3. September 10, 2020: Draft letter to Emergency Management BC
4. January 24, 2020: Letter to Emergency Management BC RE: Emergency Program Act Modernization

The Discussion Paper and Engagement Process

On October 28, 2019, Emergency Management BC (EMBC) released a Discussion Paper on Modernizing BC's Emergency Management Legislation, which outlined a series of policy proposals for consideration in new emergency management legislation, replacing the existing Emergency Program Act (EPA).

During the engagement period, which ran until January 31, 2020, EMBC conducted some 172 meetings, webinars and teleconferences with partners and stakeholders, and received 239 written submissions.

The Impact of the COVID-19 Pandemic

The Discussion Paper and the responses pre-dated the pandemic and were informed more by other types of events such as floods, wildfires, and earthquakes. However, the lessons learned from managing the COVID-19 emergency will be considered and incorporated in the new legislative framework.

The pandemic delayed the release of the What We Heard Report, which was originally intended to be published in Spring 2020. More fundamentally, delivery of a complete, brand-new emergency management Act has been pushed from Fall 2020 to Spring 2021.

Overarching Themes

The engagement sessions and written responses to the Discussion Paper showed broad consensus on the need to modernize BC's emergency management legislation and widespread support for almost all of the specific proposals in the Discussion Paper. Key themes were:

- The need to demonstrate stronger connections to climate change, the Sendai Framework, disaster risk management and disaster risk reduction, including the issues and challenges faced by vulnerable populations.
- The need for additional resources and capacity to deliver on the new requirements.
- First Nations' expectation that the proposed legislation will adhere to the Declaration on the Rights of Indigenous Peoples Act (Declaration Act) and reflect First Nations' right to self-determination.

- The need for more detail and clarity on specific proposals and how the new legislation will be implemented.
- Critical infrastructure operators, provincial ministries, Crown corporations and public sector agencies called for avoiding regulatory duplication and requested a system of equivalencies recognizing that legislative requirements may also be met through existing regulatory frameworks and requirements.
- A number of animal welfare organizations and members of the public stated that the legislation should specifically address animals, including domestic pets, animals in captivity, livestock and wildlife.

These themes will be reflected in the new emergency management legislation, which will position BC as a leader in disaster risk reduction. More detail is available in the full What We Heard Report:

www2.gov.bc.ca/ChangesToEmergencyProgramAct

Staying the Course, for the Most Part

Based on the generally positive feedback, most of the proposals in the Discussion Paper will proceed. However, a small number of proposals were not supported and will not proceed or will be modified:

- The proposal to require greater consideration of current and future risk when making building and development decisions is being fleshed out and will likely be implemented through planning and building legislation rather than emergency management legislation.
- Rather than creating a new mechanism to enable Local Authorities and First Nations to form collaborative emergency management organizations, existing mechanisms will be continued and strengthened.
- Urgent recovery funding will be available prior to preparation of a post-disaster needs assessment and post-disaster recovery plan, as is the case now. Needs assessments and recovery plans based on the nature of the disaster will be required to inform longer-term funding decisions.
- While the concept of a transition period to bridge from response to recovery received strong support, the term “transition period” did not resonate with respondents. More work is being done to build out the concept, including incorporating learnings from the COVID-19 pandemic and considering whether the concept should apply on a provincial scale as well as on a local scale.
- The proposal for EMBC to audit emergency management plans will not proceed; this aspect of quality assurance will focus instead on a review function that relies more on support and collaboration.
- Proposals related to First Nations emergency management are being revisited through collaboration and engagement with Indigenous organizations and communities.
- Proposals related to critical infrastructure will be built out through consultation with critical infrastructure operators. This includes recognition of existing equivalences, so as not to create duplicative requirements.
- A comprehensive compliance and enforcement scheme is being developed which reflects learnings from the COVID-19 pandemic.

Next Steps

The feedback received in response to the Discussion Paper will inform BC’s modernized emergency management legislation, which is now targeted for the Spring 2021 legislative session. EMBC will continue to engage with local authorities, First Nations, Indigenous organizations and other partners and stakeholders as legislation is drafted, and during subsequent development of regulations, policies and processes.

The new legislation will be implemented in a phased fashion, recognizing that emergency management partners will need time and support to build capacity to meet the new requirements.





WHAT WE HEARD:

MODERNIZING BC'S EMERGENCY MANAGEMENT LEGISLATION

August 31, 2020



Minister's Message

On October 28, 2019, I released a public discussion paper on "Modernizing BC's Emergency Management Legislation", as a means of gathering valuable input to help shape new, modernized legislation to guide emergency management in BC. At that time, no one anticipated the unprecedented public health emergency on the horizon. The global COVID-19 pandemic has confirmed the need to update our emergency management legislation.

In reading this report, it may seem odd that none of the content relates to the COVID-19 pandemic or to health emergencies in general. That's because the Discussion Paper and the responses pre-dated the pandemic, and it's fair to say they were informed more by other types of events such as floods, wildfires, and earthquakes. Our government will, however, ensure that the lessons learned from our experience managing the COVID-19 emergency are considered in the new legislative framework.

The COVID-19 pandemic has stretched the resources and capacity of our emergency management partners at all levels of government and in the private and non-profit sectors, requiring collaboration and coordination on a province-wide scale. There are a lot of lessons to be learned from this challenge, but foremost is the importance of coordinating our response and recovery efforts.

One immediate consequence of the COVID-19 pandemic is that we will not be able to deliver a complete, brand-new emergency management Act by Fall 2020. We are now targeting Spring 2021 to deliver the new legislation. While it has changed our timelines, the pandemic has also shown how important it is to update our legislation and shift to a disaster risk management approach.

Through the Discussion Paper engagement process, the public, our partners and stakeholders were invited to submit comments until January 31, 2020 on the proposed legislative changes. We committed to reporting back on what we heard with a summary report. While the COVID-19 pandemic thwarted the goal of publishing a What We Heard Report earlier this spring, we are now able to fulfill our commitment.

We received 239 distinct submissions from members of the public, other ministries and levels of government, communities, First Nations, business and industry as well as from our vital non-profit and volunteer organizations and emergency management practitioners.

The response was substantial, thoughtful and largely positive. I am encouraged by the depth of engagement and shared concern for public safety

expressed by all who responded. My sincere thanks for the time and energy you invested in helping us move this new legislation forward.

When British Columbia became the first province to adopt the United Nations Sendai Framework for Disaster Risk Reduction (Sendai Framework) it was an acknowledgement of the need to embrace a broader vision of disaster risk management and emergency management, one that emphasizes the importance of identifying and mitigating risk before events occur and recognizes the complexities of recovery and the wisdom in building back better after events.

We are reminded daily of the increased risks we face from climate change and, through the COVID-19 pandemic, risks associated with our global interconnectedness in trade and travel. Anticipating and mitigating these risks will inform the provincial government's actions regarding community and public safety and disaster risk and emergency management.

Our government has also taken important steps to develop a new relationship with First Nations and Indigenous peoples, as reflected in the Declaration on the Rights of Indigenous Peoples Act (Declaration Act). Indigenous communities often bear the

greatest impact from events such as wildfires and flooding. Indigenous leaders and emergency management practitioners have told us that Nations must have a strong, self-determined role in emergency management. We must forge new and stronger relationships that are collaborative and that better respect the unique perspectives and needs of Indigenous peoples.

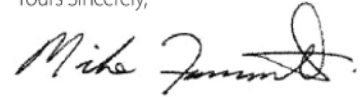
The thoughtful comments and suggestions we received represent a valuable resource, not just for shaping the new legislation but also for the development of regulations, policy and practices. I want to assure all those who responded that while they may not see their comments and suggestions reflected directly in the new legislation, their input is important when we move forward to develop new regulations and adapt our policies and practices to better meet society's changing needs.

One of the significant underpinnings of the Sendai Framework and our new legislation is the understanding that addressing disaster risk management and our emergency management needs is an all of society challenge. The current pandemic and the response from all levels of government and all segments of society demonstrate the far-reaching ramifications a major event can have for people and communities.

Our partners, our communities and our people have all stepped up to do their part. The efforts to keep our essential services going and provide the vital services we rely on for our health and safety need to be acknowledged.

The risks to people and society from a major emergency event are very real and we need to be prepared to mobilize all our resources to prepare for, mitigate, respond to and recover from such events. The significant and substantive response to our call for input on modernizing our emergency management legislation reflects that this is a message we all embrace, and that we are all in this together as we work to continuously improve the emergency management system for our people and communities.

Yours Sincerely,

A handwritten signature in black ink, appearing to read "Mike Farnworth".

The Honourable Mike Farnworth

Public Safety and Solicitor General and Minister
Responsible for Emergency Management BC



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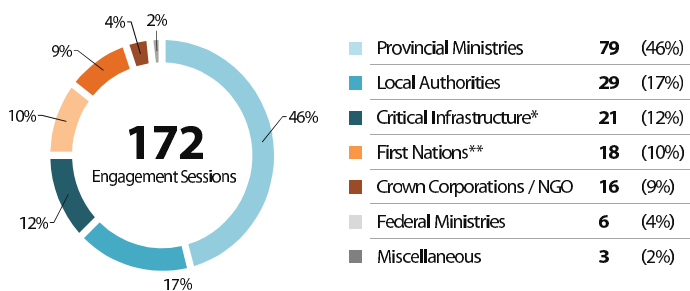
Introduction

On October 28, 2019, Emergency Management BC (EMBC) released a Discussion Paper on Modernizing BC's Emergency Management Legislation, which outlined a series of policy proposals for consideration in new emergency management legislation, replacing the existing Emergency Program Act (EPA).

This report summarizes the feedback received in response to the Discussion Paper up to the January 31, 2020 close of the engagement period. During this time, EMBC conducted some 172 meetings, webinars and teleconferences with partners and stakeholders, and received 239 written submissions. This included five regional Indigenous engagement sessions reflecting the perspectives of approximately 80 Indigenous participants from 61 First Nations communities. The Union of British Columbia Municipalities (UBCM) Flood and Wildfire Advisory Committee was a key contact point with local government elected officials and senior staff.

This Report summarizes the feedback received and how it will be reflected as legislative development moves forward.

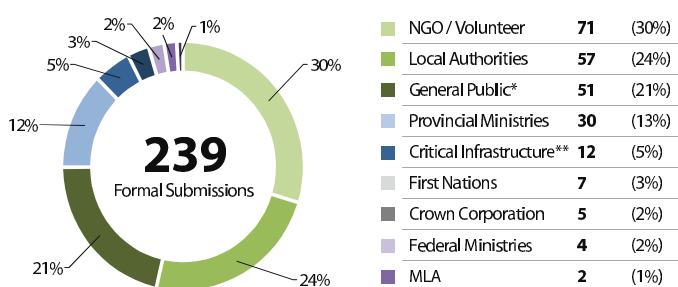
of Engagement Sessions by Sector



* Critical infrastructure engagement sessions were sectoral and included over 30 participants.

** Indigenous engagement sessions include 5 regional sessions with 80 participants from 61 Nations.

Formal Submissions Received



* A majority of the public submissions were focused on animal well-being issues.

** Critical infrastructure submissions were largely sector-based with multiple signatories.



Overarching Themes

There was broad consensus on the need to modernize BC’s emergency management legislation and widespread support for almost all of the specific proposals in the Discussion Paper. The engagement process surfaced several key themes which are identified below.

Theme #1

Climate change must be reflected in the legislation.



Moving forward:

In keeping with international best practices, the Act will include recognition of climate change as a key driver and consideration. New regulations regarding the content of emergency management plans and requirements for hazard, risk and vulnerability assessments will include requirements to consider the impacts of climate change. The Discussion Paper proposal to require greater consideration of current and future risk when making building and development decisions includes risk associated with climate change.

Theme #2

The Act should have a stronger connection to the Sendai Framework, disaster risk management, and disaster risk reduction, including the issues and challenges faced by vulnerable populations.



Moving forward:

The modernized legislation will incorporate key elements of the Sendai Framework. For example:

- the Act will include principles from the Sendai Framework;
- the Sendai Framework definitions of certain key concepts will be adopted, with some modifications to reflect the BC context;
- disaster risk governance will be addressed by extending disaster risk management responsibility across government and through periodic disaster risk management reporting; and,
- there will be a clear emphasis on disaster risk management in emergency management plans.

In addition, new regulations regarding the content of emergency management plans will include requirements to consider the needs of vulnerable populations.



Theme #3

Additional resources and capacity will be needed to deliver on the new requirements.



Moving forward:

The Province acknowledges that strengthening disaster risk and emergency management will require additional investment by both the Province and its emergency management partners. Local Authorities and First Nations will require support and time to develop the capacity needed to implement new requirements.

Theme #4

First Nations, including the First Nations Leadership Council (FNLC), stated their expectation that the proposed legislation will adhere to the Declaration on the Rights of Indigenous Peoples Act (Declaration Act) and reflect First Nations' right to self-determination.



Moving forward:

The Province is committed to operating within the context of the Declaration Act and will engage with the First Nations Leadership Council and key Indigenous organizations as the new legislation is developed.

Theme #5

Calls for more detail and clarity on specific proposals and how the new legislation will be implemented. Requests for ongoing involvement as the legislation is developed, including an opportunity to review and comment on draft legislation.



Moving forward:

EMBC will continue to engage with partners, Treaty First Nations, Indigenous organizations and stakeholders as legislation is drafted and in the subsequent development of regulations, policies and processes.

Theme #6

Critical infrastructure operators, provincial ministries, Crown corporations and public sector agencies called for avoiding regulatory duplication and requested a system of equivalencies recognizing that legislative requirements may also be met through existing regulatory frameworks and requirements.



Moving forward:

Participating entities will be prescribed by regulation, with clarity about the requirements they must meet, and equivalencies will be established.

Theme #7

A number of animal welfare organizations and members of the public stated that the legislation should specifically address animals, including domestic pets, animals in captivity, livestock and wildlife.



Moving forward:

The new legislation will clarify the powers available to protect animals and livestock during a state of emergency. In addition, new regulations regarding the content of emergency management plans will specify that consideration must be given to domestic animals, animals in captivity, and livestock. EMBC will work closely with stakeholders such as the BC Cattlemen's Association to further strengthen policies and practices regarding livestock, and with the BCSPCA regarding domestic animals and animals in captivity. It should be noted that the proposed legislation will not address wildlife.

Quotes



"The BC Chamber of Commerce fully supports the BC Government's Emergency Program Act Modernization efforts, and are especially happy to see the Discussion Paper... highlights many of the concerns and solutions we brought forward to government."

- BC Chamber of Commerce



"In our view, the proposed direction set out is well crafted and would clearly establish British Columbia as the leader in Canada in emergency management."

- Institute for Catastrophic Loss



"UBCM wishes to express its support for the Province's commitment towards the Sendai Framework on Disaster Risk Reduction, including the 'all of society' approach... UBCM recommends... that EMBC develop an ongoing sustainable funding framework for local governments to address emergency management responsibilities."

- Union of BC Municipalities



"The proposed changes to [the] EPA provide enhancement to emergency response and recovery processes in BC. But I believe the [discussion paper] comes short of proposing what is needed for building a strong disaster risk reduction approach and capacity in BC... The language and content of this document is not comprehensive nor strong enough for bringing the shift in focus and approaches that is required for [avoiding new and reducing existing risk]."

- Sage on Earth Consulting





"The BC Emergency Program Act Modernization Discussion Paper... and intentions for the modernization of emergency management need to be approached through the lens of [the Declaration on the Rights of Indigenous Peoples Act]."

- First Nations Leadership Council



"Every program and plan should be inclusive of people with disabilities and other high-risk populations."

- Disability Alliance of BC



"BCSPCA recommends that... the province mandate the inclusion of animals in emergency planning and response. Specifically, the legislation and accompanying policy should incorporate domestic animals and cover animals held in captivity."

- BC Society for the Prevention of Cruelty to Animals



"Ranchers and farmers are pivotal in keeping their animals safe and managed during natural disasters, as not all livestock are able to be transported out of an emergency zone and instead need to be managed within that emergency zone."

- BC Cattlemen's Association



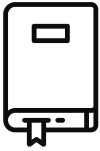
"The Advisory Group calls on BC to provide more consideration to First Nations funding needs and the funding and capacity implications of modernized EPA legislation. The discussion paper is inadequate in its attention to the financial implications for First Nations and the need for sufficient resources."

- Indigenous Advisory Group on the Tripartite Memorandum of Understanding on Emergency Management



"We realize that there is a need for change... however the extent of the changes we are seeing could be and will be extensive and expensive.... Small communities such as Chetwynd do not have the staff, tax base, budget and expertise to complete the requirements of the new Emergency Program..."

- District of Chetwynd



Definitions

A wide range of respondents provided specific feedback on the proposed definitions, including suggestions for changes to proposed definitions and proposals for additional definitions.

There were many suggestions to adopt the Sendai Framework definition for “disaster” (rather than “emergency”) and support for the Sendai Framework definitions of prevention/mitigation, preparedness, response and recovery.

The majority of respondents who commented on the definition of

“emergency” supported the proposed addition of damage to the environment and significant Indigenous sites. Many respondents suggested including “Indigenous cultural values” as well as Indigenous cultural sites; others suggested including other sites with cultural or heritage value more broadly.

In response to the proposal to enable groups of willing First Nations, municipalities, and/or electoral areas to be prescribed as a unified Local Authority, several submissions noted that mechanisms already exist to allow such collaborative arrangements.

Quotes



“The framing of causation as the central aspect of an emergency (e.g., “accident, fire, explosion, technical failure or a force of nature”) is limiting. This only accomplish[es] limiting... communities’ ability to determine for themselves what is and is not an emergency. The important and defining aspect of an emergency is not what caused it, but rather what the consequences are to the community experiencing it.”

- First Nations Health Authority



“FVRD recommends the Province of BC adopt a set of terms already defined by either the UN Office for [Disaster Risk Reduction] or Public Safety Canada. Using common language that has consistent meaning across Canada will lead to greater interoperability...”

- Fraser Valley Regional District

Moving Forward

While some respondents recommended eliminating the definition of “emergency”, it will be retained as emergency management is still an important component of the new legislation, along with disaster risk management. The definition proposed in the Discussion Paper will be modified to include damage to cultural sites or cultural values, including those that are significant to an Indigenous Nation.

In keeping with the calls to better align with definitions in the Sendai Framework, EMBC will adopt those definitions for many key

concepts (e.g., disaster, prevention/mitigation, preparedness, response and recovery), with minor modifications to recognize our specific operational context in BC.

The proposed definition of Local Authorities will proceed, including the ability to designate new Local Authorities will proceed, as it could support inclusion of Treaty First Nations, depending on the terms and implementation stage of their Final Agreements, and an appropriate body in the Stikine region.



States of Emergency

Local Authorities provided most of the feedback on states of emergency; the majority supported the proposals for 14-day durations for states of local emergency and extensions, and 28-day durations

for states of provincial emergency and extensions. There were a few cautions about the use of extraordinary powers for longer periods.

Quotes



“This change [extending the SOLE duration from 7 to 14 days] will provide much needed stability during incidents and events when public communications are critical to ensure the safety of responders and the public.”

- Regional District Fraser-Fort George



“The extended duration to State-of-Local-Emergency and Provincial-State-of-Emergency are more reflective of what we have learned through previous declarations of states of emergency.”

- Resource Municipalities Coalition

Moving Forward

Following release of the Discussion Paper, EMBC reviewed the suite of powers available to the Minister and Local Authorities during a state of provincial emergency and a state of local emergency, respectively. Based on recent experience in other jurisdictions and the current experience with COVID-19, additional powers may be added, such as the ability to order businesses to close for reasons of public safety and/or the ability to ration key items. In addition, it is proposed to enable the Province to assume direction and control from a Local Authority (at

the Province's discretion) and to require a Local Authority to support emergencies outside their jurisdictions (e.g., to receive evacuees).

In response to concerns about animals (see page 9), the existing power related to "evacuation of persons and the removal of livestock, animals and personal property" will be split into two separate provisions to enhance clarity.



Enhancing Confidence in the Emergency Management System

There is general support for increasing transparency within the emergency management system, provided it is done in accordance with the Freedom of Information and Protection of Personal Privacy Act and other relevant information management standards with appropriate protection of sensitive information. Concerns were expressed about how data would be stored, accessed and used, and potential risks if confidential or proprietary information is publicly accessible. Caution was also expressed about making the location of hazards publicly available, including the potential impact on property values. This was countered by a call to make more risk information — such as disclosure of risk upon property purchase — available to the public.

Several respondents suggested including hazard, risk and vulnerability

data from reputable agencies and organizations outside the provincial government, such as hazard modelling and mapping and risk assessments.

While there was no objection to registering emergency management plans with EMBC, the proposed audit function provoked significant comment. Concerns included the protection of confidential information and privacy, EMBC's capacity to audit, and the need for best practices and standards. Several respondents noted the perception that audits are punitive, and called for a more collaborative, incentives-based approach. Alternatives to auditing were proposed, including exercising to test plans. Some respondents felt the proposal duplicates accreditation and review requirements already in place for organizations such as Health Authorities.



Quotes



"BCREA strongly supports a legislative requirement to centralize and make available data on hazard, risk and vulnerability assessments or mitigation planning documents conducted or prepared by provincial ministries, Crown corporations and agencies, Local Authorities and critical infrastructure operators. This is an area where more detail is required, including who will have access to the data and where will it be centralized."

- BC Real Estate Association



"The sharing of emergency plans with EMBC is fully supported by the CSRD and auditing the plan with a collaborative approach focused on continuous improvement is welcomed. There are concerns with having the audited results made public. Audited results, positive or negative, can be misconstrued. It is important that the Province and the local authority collaborate prior to any information being made public to ensure confidential or sensitive information is not released."

- Columbia Shuswap Regional District

Moving Forward

Concerns about centrally housing hazard, risk and vulnerability data will be addressed during implementation. The proposal for EMBC to audit emergency management plans will not proceed; this aspect of quality assurance will focus instead on a review function that relies

more on support and collaboration. A system of equivalencies will be developed, so that a review function is not unnecessarily layered onto existing requirements for certain emergency management partners.



Provincial Ministries, Crown Corporations, and Public Sector Agencies

The proposals for provincial ministries, Crown corporations and public sector agencies to have business continuity plans and emergency management plans were supported, with some requests for more clarity about roles, responsibilities, and plan requirements. For example, Crown corporations that operate critical infrastructure want clarity

about which requirements they will have to meet, and that there should be no “doubling up”. Some respondents noted that there are opportunities for climate change considerations to be included in both business continuity plans and emergency management plans.

Quotes



“A requirement is needed for school districts, independent schools, universities and colleges... to have a continuity plan and to share their continuity plans with each respective Local Authority in which they operate.”

- Fraser Valley Regional District



“The Province must address the urgent need for up-to-date flood mapping that incorporates climate change adjusted assumptions concerning future flood levels and return periods.”

- Canadian Home Builders Association

Moving Forward

In keeping with calls for greater clarity, participating Crown corporations and public sector agencies will be prescribed by regulation, with a single set of clear requirements, including consideration of climate change impacts. For Crown corporations, the focus will be on large organizations with significant service delivery responsibilities and those that serve vulnerable populations. Public

sector agencies will focus on boards of education, public post-secondary institutions, and health authorities.

A system of equivalencies will be established to ensure that prescribed entities do not have to meet multiple requirements.





Local Authorities

There was significant support for the proposal to require Local Authorities and the Province, through the Ministry of Transportation and Infrastructure's (MOTI) subdivision approval authority in unincorporated areas, to give greater consideration to current and future risk when making building and development decisions in hazardous areas. That said, there were also many requests for more clarity about the proposal and how it would work in practice. Significant concern was raised about whether this would expose local governments to increased liability, whether from not approving or from allowing development to proceed in hazardous areas.

While a legislated requirement to identify, understand, and assess hazards, risks and vulnerabilities was generally supported in principle, there was also a desire for more clarity. Several Local Authorities suggested that the Province should be responsible for hazards that originate on Crown land and/or affect provincially-owned infrastructure that may have downstream impacts on Local Authorities' jurisdictions. Some respondents suggested a role for traditional knowledge and rural landowner knowledge in understanding risks and hazards.

There was general support for proposals around collaboration, coordination, and partnerships, and for standardized programs and plans. That said, there were several questions about how these proposals would be implemented, including: requests for guidance on engagement with First Nations; how to deal with sensitive information in emergency plans; what is appropriate to share with other jurisdictions and partners; and a desire to maintain some flexibility rather than having "cookie cutter" plans.

Several Local Authorities raised concerns about the proposal that recovery funding would be conditional on a post-disaster needs assessment and post-disaster recovery plan, which may generate delays, additional costs and uncertainty as communities transition from response to recovery. Commenters advocated for a flexible model with provisions for timely support in the short term, while still requiring needs assessments and recovery plans based on the nature of the disaster.

The proposal to enable Local Authorities to make emergency amendments to an Official Community Plan, Regional Growth Strategy, zoning or bylaws was not widely supported. Local Authorities stated that tools already exist to enable these actions. A new idea expressed by some respondents is that emergency management should be built into Official Community Plans.

The proposal to allow the Minister to grant a Local Authority the use of specific powers for a "transition period" of up to 90 days was widely supported. Local Authorities saw this as a useful tool to bridge between response and recovery and lessen the reliance on extensions of SOLEs. However, the term "transition period" did not resonate with respondents.

Quotes



"Moving forward, mandating greater consideration of current and future risk when considering development in hazardous areas does not pose a significant issue. Stronger legislation to enable local authorities to say "no" would be helpful in this regard, as there is a real cost to mitigating against potential risks."

- City of Vernon



"[Local governments] have little to no authority over what occurs on Crown land, yet are often left to lead the response and recovery when hazards occur on Crown land but impact private property."

- Regional District of Central Kootenay



"BCCA would urge government to connect and utilize rural landowners' knowledge of the landscape to assist with better understanding the current risks at large. Local knowledge is one of the most efficient ways to survey and categorize areas of high or low risk"

- BC Cattlemen's Association



"Delays in the delivery of recovery support may be worse than the initial emergency event. The RDKB is concerned that the need for recovery plans – prior to any recovery funding being released by the Province – would cause serious delays in securing recovery support for those affected."

- Regional District of Kootenay Boundary

Moving Forward

The proposals identified in the Discussion Paper will proceed. EMBC will work with the Ministry of Municipal Affairs and Housing (MAH) and UBCM to further explore the proposal to enable local governments to make emergency or temporary amendments to an Official Community Plan, Regional Growth Strategy, zoning or bylaws and to consider whether Official Community Plans should include an emergency

management lens. In addition, it will be made clear that funding for initial, urgent recovery action will not be delayed; post-disaster needs assessments and post-disaster recovery plans will be required in order to receive longer term recovery funding.

Further work will be done, in conjunction with MAH, to address the



many calls for more clarity about the proposal to require that local governments give greater consideration to current and future risk when making building and development decisions. This includes aligning the proposal with the complex development approvals process.

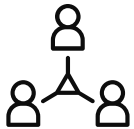
In response to comments about the term “transition period”, the concept will now be referred to as “recovery powers”.

EMBC will work with MAH and the Ministry of Indigenous Rights and Reconciliation to develop guidance for Local Authorities regarding the requirement to collaborate and engage with First Nations.

Additional work will be done to explore the following issues that arose

through the engagement period:

- The potential to reflect emergency management and disaster risk reduction considerations in Official Community Plans and/or Regional Growth Strategies;
- Hazards that originate on Crown land but may have downstream impacts on Local Authorities;
- The need to expedite provincial permitting processes during response and recovery; and,
- The concept of a provincial equivalent to the recovery powers proposed for Local Authorities.



First Nations as Emergency Management Partners

While there was a general sense that the proposals related to First Nations were appropriate, individual representatives and Indigenous organizations were clear that some refinements were needed to better incorporate an Indigenous world view. Respondents stated that Indigenous Nations must be able to decide for themselves what constitutes an emergency and to take actions to prevent/mitigate, prepare for, respond to, and recover from emergencies, with or without other government partners. At the same time, there is strong interest in

partnerships and collaboration. Some participants questioned whether provincial legislation can apply on federal reserve lands. A key message was that First Nations often lack capacity and capability when it comes to emergency management.

The First Nations Leadership Council clearly stated its expectation that it will be involved in developing the new legislation, in keeping with the Declaration Act.

Quotes



"As the Province moves forward with the modernization of the EPA, the FNLC highlights the importance and necessity of honouring the Declaration of the Rights of Indigenous Peoples Act and supporting the core principles of self-determination, self-government, participation in decision-making, and free, prior and informed consent."

- First Nations Leadership Council



"Under the present emergency management structures, it is difficult for First Nation communities... to participate in the decisions leading to the declaration of an emergency. This is a challenge as even though the new legislation acknowledges damages to Indigenous cultural sites and the environment, only EMBC can declare an emergency."

- Indigenous Advisory Group on the Tripartite Memorandum of Understanding on Emergency Management



"The term 'cultural safety' is an extremely important added element to this document. There must be a clear definition of what this term is designed to achieve and how it will be received. Furthermore, it must be defined by Indigenous Peoples."

- Simpcw First Nation



"The focus on proactive disaster risk reduction, and strengthened reconciliation and recognition of Indigenous emergency management partners are important values that should be at the heart of any contemporary emergency management legislation."

- City of Enderby

Moving Forward

While the specific proposals in the Discussion Paper were supported, the overall approach to First Nations emergency management will shift to be more inclusive and holistic. EMBC will work with the Tripartite Memorandum of Understanding Technical Working Group on First

Nations Emergency Management on policy discussions in support of the legislative drafting process and subsequent development of regulations, policies, and processes.



- The new legislation will recognize First Nations as self-determining emergency management partners.
- First Nations will be able to declare their intent to assume some or all of the responsibilities under the new Act and to establish a local emergency management organization on treaty, title or federal reserve lands, and enter into agreements to describe roles for the Province and other parties.
- First Nations will explicitly be able to declare a state of emergency and access the extraordinary powers to manage an emergency.
- It will be made clear that jurisdictional areas for Local Authorities do not extend to treaty settlement lands, title lands, or reserve lands. Existing and new partnerships will be encouraged as a matter of policy so that plans can be developed jointly, and resources can be shared between authorities.
- Local Authorities and First Nations will be required to collaborate and engage with each other on evacuation alerts, orders, and re-entry.
- Bodies preparing emergency management plans or delivering services will be required to consider cultural safety and the needs of First Nations members living both in and away from First Nations communities.



Critical Infrastructure Operators

There was general support for the proposed approach for critical infrastructure, as well as general support from the critical infrastructure operator community with respect to the overall intent of the proposals. However, there were also strong concerns — even opposition — around proposals to audit plans and numerous cautions to avoid regulatory duplication. Another strongly heard theme

was management of sensitive information. There were also several recommendations to alter the scope of critical infrastructure, including adding or removing specific sectors and sub-sectors. Finally, there was strong interest to be provided additional information on the details of the proposals and how they would work.

Quotes



"We recognize that many changes have occurred in emergency management practices in BC over the years and we are supportive of the government's intent to modernize its approach to emergency management throughout the province."

- Canadian Association of Petroleum Producers



"We strongly support BC's focus on further improving the four above pillars of emergency management with the objective of implementing the Sendai Framework's All-of-Society approach."

- Telecommunication Service Provider Joint Submission (Telus, Shaw, Rogers, and Bell/MTS)



"CEPA and its members are concerned that some aspects of the discussion paper may either duplicate or be inconsistent with current provincial and federal legislation, regulation and policy. Consistency with current provincial and federal requirements is critical for effective and efficient response in the pipeline industry."

- Canadian Energy Pipeline Association



"Establishing requirements and expectations for sharing plans and hazard information between critical infrastructure and government is important and will support and enhance emergency management planning in the region."

- Integrated Partnership for Regional Emergency Management

Moving Forward

To address concerns about the potential for duplicative requirements, the new emergency management legislation and subsequent regulations will recognize equivalencies with existing federal and provincial statutes and regulations. To address concerns about sensitive information, the Province will continue working with emergency management partners to further refine the balance between information provision and information security and will ensure appropriate security protections are in place. The proposal for EMBC to audit emergency management documentation will not proceed.

With respect to the many recommendations provided on defining critical infrastructure and the scope of potential requirements across and within sectors, the Province will use this feedback in combination with risk-based criteria to clearly articulate, in legislation and regulation, what entities will be considered critical infrastructure operators and what requirements they will have. EMBC will continue working closely with other provincial agencies and the federal government to ensure alignment wherever possible.





Supporting Volunteers and Non-Governmental Organizations

There was extensive support for the proposals to enhance support for volunteers. Responses reflected recognition and appreciation for the value that volunteers contribute and their passion.

The proposed new definitions were supported, although there were some suggestions for fine-tuning the definitions. A small number of respondents suggested different terminology, such as “affiliated and non-affiliated volunteers” or “spontaneous volunteers”. The proposal to include a definition of service provider is supported, with some respondents noting that their organizations provide comprehensive services in partnership with the Province, rather than episodic services.

Several respondents suggested certain categories of volunteers (generally referred to as Public Safety Lifeline Volunteers) should be specifically identified in the definition of registered volunteer or in the new legislation, although there was little consistency about which categories to include.

There was significant support for strengthening legal protection for volunteers and others, and to provide employment protection for registered volunteers. Some submissions suggested extending employment protection to volunteers from non-governmental organizations (NGOs) and other recognized service providers (such as the Canadian Red Cross, Canadian Disaster Animal Response Team, Salvation Army and others) when deployed during an emergency or disaster. There was some concern about the potential administrative burden of the proposed process for employers to dispute ongoing deployment as a volunteer where an employee is critical to business continuity or other hardship. There were also some requests to clarify whether and how WorkSafe BC provisions apply to volunteers.

There were also many issues raised about implementation and/or operational policy, such as the process to register, certify and train volunteers.

Quotes



“The CRC respectfully suggests that, in order to truly adopt a whole of society approach, the revised Act should offer further details on the role of “Service Providers” and include additional processes for partnering agencies that have existing knowledge, experience and capabilities within Emergency Management, like the Canadian Red Cross, to reflect the reality that full-service humanitarian organizations have an essential role in the delivery of services.”

- Canadian Red Cross



“The BCSARA board is delighted to see increased support for volunteers highlighted in the Discussion Paper... Job protection is very important to [Ground Search and Rescue] and other Public Safety Lifeline Volunteers; there have been instances during large scale emergencies where SAR volunteers were informed they had lost their jobs due to being away assisting in evacuations or other tasks when requested by the Province and/or Local Authorities.”

- BC Search and Rescue Association



“...IBC recommends that government ensure that all volunteers, including professionals, are protected from general liability and professional liability when working on behalf of the Province, either through a private liability insurance policy or civil liability coverage provided by the government.”

- Insurance Bureau of Canada

Moving Forward

The proposals identified in the Discussion Paper will proceed, with some clarification of the definitions for types of volunteers. Classes or groups of volunteers, such as Public Safety Lifeline Volunteers, may be prescribed by regulation, which allows for more flexibility than

embedding them in the legislation. Additional work is being done on the issue of WorkSafe BC coverage for volunteers. Many of the comments related to volunteers will be addressed through regulation, policy and guidance documents.



Supporting and Empowering Residents, Visitors and Businesses

The Province was encouraged to take a stronger role in public education and awareness. Specific suggestions included: mandating personal preparedness curriculum in elementary schools; increasing the use of public media channels; creating reward and incentive campaigns; increasing communications about emergency programs and protocols prior to an emergency and during response and recovery; and making preparedness literature and campaigns available in multiple languages, including sign language.

Some respondents noted there was little reference to business and the economy in the Discussion Paper. Some respondents called for requirements that businesses (and organizations that care for others, including animals) have business continuity and/or emergency

management plans, have emergency supplies on hand, and conduct annual training and exercises.

While insurance was not covered in the Discussion Paper, it was raised by some respondents, although there was little consistency in the comments. There were some suggestions that residential property owners and renters be required to have insurance on property and contents. Other commentators supported a stronger role for the Province; ideas ranged from directly offering pooled insurance for property owners and/or renters, to increasing awareness about the benefits of obtaining insurance privately, to addressing the gap between insurance and government funding mechanisms.



Quotes



"As part of the modernization project, intense public education and awareness campaigns will be critical to support shifting expectations from an outwards emphasis to an inwards focus when it comes to disaster mitigation."

- Northern Rockies Regional Municipality



"We recommend... creat[ing] procedures for distributing emergency information to visitors via tourism operators and the visitor centre network through the use of regional tourism emergency programs as strategic partners."

- Tourism Industry Association of BC

Moving Forward

The Act will note the need to work with individuals and businesses to strengthen resilience through an all-of-society approach to disaster risk management and emergency management. Through regulation, Local Authorities could be required to engage with individuals and businesses in the development of their emergency management plans. The small business sector will also be considered when the Compensation and Disaster Financial Assistance Regulation is revised.

EMBC will explore with the insurance industry how businesses and homeowners can be better supported by insurers through education programs about the types of insurance coverages available, as well as potential expansion of the types of perils insured and how to assist owners of high-risk properties. EMBC is also working with the federal government on a national program for homeowners through its Flood Working Group, co-chaired by Public Safety Canada and the Insurance Bureau of Canada.



Compliance and Enforcement

The Discussion Paper invited readers to provide ideas about tools, incentives, penalties and enforcement mechanisms. While there were not many comments on this topic, there was a clear interest in emphasizing incentives around compliance, with a few respondents supporting financial penalties for non-compliance.

A small number of submissions focused on evacuation orders, with opinion divided between allowing people to defend their properties if they choose and more stringent enforcement to ensure everyone leaves an evacuation area.

Quotes



"Incentives to ensure compliance should be tied to UBCM activities and awards for local governments. Stiff financial penalties must be incorporated to ensure participations. This must be balanced with the ability to carry out the work and the financial implications to smaller and rural communities."

- City of Port Coquitlam



"Regulated entities should be given time and clear direction on how to comply before any punitive measures are implemented."

- City of Vancouver

Moving Forward

A suite of tools, both legislative and non-legislative, will be developed to build the capacity and capability of local authorities and promote compliance with the new Act. These tools will focus on providing incentives that empower local authorities to embrace a disaster risk reduction mindset and take action to become resilient in the face of emergencies and disasters. For example, new tools coupled with better information and expert support could help planning efforts. New funding mechanisms may also be developed to support planning and training, and foster increased collaboration.

A compliance and enforcement regime will also be developed that emphasizes informal approaches such as partner-to-partner dialogue and continuous improvement, coupled with progressive formal compliance tools ranging from notifications of non-compliance to administrative penalties. Offences would apply only where individuals or corporations do not comply with the conditions set under a state of provincial or local emergency.



Conclusion

The feedback received will inform BC's modernized emergency management legislation, which is now targeted for the Spring 2021 legislative session. EMBC will continue to engage with local authorities, First Nations, Indigenous organizations and other partners and stakeholders as legislation is drafted, and during subsequent development of regulations, policies and processes.



September 10, 2020

Emergency Management BC
Attn: Citizen Engagement
PO BOX 9484 Stn Prov Govt
Victoria, B.C. V8W 9W6

EmergencyProgramAct@gov.bc.ca

RE: Emergency Program Act Modernization

To Whom It May Concern,

The Peace River Regional District (PRRD) respectfully submits the following feedback in response to the "What We Heard: Modernizing BC's Emergency Management Legislation" report dated August 31, 2020.

In January 2020 the Peace River Regional District submitted comments in response to the discussion paper. While a number of the Board's concerns appear to be addressed, or Emergency Management BC has identified them as needing further work to address them, there are some that were not. The Regional Board would like to reiterate its position with respect to the following and ask that they be considered as part of the new legislative framework.

1) Changes to States of Local Emergencies

The PRRD supports the concept proposed in the discussion paper whereby the duration of states of local emergencies (SOLE's) would increase from 7 days to 14 days and provincial state of emergencies from 14 days to 28 days. Additionally, introducing a provision that would allow local authorities to utilize one or more of the extraordinary powers when transitioning to recovery and without the use of a SOLE, would reduce the administrative burden associated with response and recovery.

The "What We Heard" report notes that this proposal was generally supported by stakeholders and that the Province will be looking at adding additional extraordinary powers. The WWH report does not clearly identify whether extending SOLE's to 14 days will move forward. The PRRD has been in a continuous SOLE with respect to Old Fort for almost 2 years. A 14 day renewal would assist in relieving some of the administrative burden of have to extend them every 7 days.

2) Critical Infrastructure Operators

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PLEASE REPLY TO:

☒ Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8 Tel: (250) 784-3200 or (800) 670-7773 Fax: (250) 784-3201 Email: prrd.dc@prrd.bc.ca
☐ 9505 100 St, Fort St. John, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-1542 Email: prrd.fsj@prrd.bc.ca

The discussion paper proposes that critical infrastructure (CI) operators be required to develop specific emergency management plans and to be inclusive of hazards created by CI. While this is a first step, it is also important for CI operators to educate the public and local authorities on the hazards that may be created through their infrastructure. Local authorities do not have the expertise to educate those that may be impacted as a result of a CI failure.

For instance, BC Hydro has constructed hydroelectric dams across BC and while they currently have emergency plans in place to respond to a failure, they do not educate the residents and businesses located within their inundation zones on the hazard and risks. Local governments do not have dam engineers that can speak to the possible causes of a dam failure, what might happen, the rate of release, etc. This information is best communicated by BC Hydro engineers to those who could be impacted. This approach is taken throughout northern BC with respect to oil and gas operators who are required by legislation to meet with anyone who could be potentially impacted by a failure in their infrastructure.

While the “What We Heard” report discusses ensuring there is not any duplication of requirements for CI operators to develop their plans, there is no discussion about their responsibility to inform the public of the hazards, risks and impacts as a result of their infrastructure.

Recommendation:

- 1) That the Province of BC require critical infrastructure operators, including Crown corporations, to educate the public on the hazards, risks and impacts that could occur should there be an infrastructure failure.

3) Financial Considerations

The discussion paper notes that the “Province continues to work to improve its policies, procedures and administrative processes to ensure Local Authorities “are reimbursed for response and recovery costs.” While the PRRD supports this concept, the Province should also examine the expense authorization process that is utilized during response and recovery. Many local governments have voiced frustration with the process that requires emergency operations centres to receive pre-approval for expenses associated with response and recovery costs. Often approvals are delayed because they require multiple levels of approval from EMBC and can slow the ability of incident command and the EOC to respond.

As in previous responses, the 2020 Old Fort Landslide response was again slowed due to the multiple layers of approvals needed for expense authorizations. EMBC did, however, develop a “pilot” policy that outlined a funding envelop for services. This model assisted in providing approvals up to a certain threshold for “shelter in place” services such as water, sewer and garbage removal. Going forward a policy like this in future events could help to expedite the approval process to keep pace with the response.

Recommendation:

- 1) That the Province of BC examine the “expense authorization form” system utilized during emergency response and recovery to approve expenses, with particular attention being targeted at finding ways to speed up approval processes in order to keep pace with the emergency.

Should you have any questions regarding our feedback please feel free to contact Trish Morgan, General Manager of Community Services, at 250 784-3200 or trish.morgan@prrd.bc.ca.

Yours truly

Brad Sperling, Chair



January 24, 2020

Emergency Management BC
Attn: Citizen Engagement
PO BOX 9484 Stn Prov Govt
Victoria, B.C. V8W 9W6

EmergencyProgramAct@gov.bc.ca

RE: *Emergency Program Act* Modernization

To Whom It May Concern,

The Peace River Regional District (PRRD) respectfully submits the following feedback in response to the Discussion Paper: British Columbia – Modernizing BC’s Emergency Management Legislation.

The discussion paper outlines a number of principles and strategies, however, the PRRD has concerns regarding staffing capacity, costs and expertise required to fully implement some of the changes suggested.

1) Funding to conduct mitigation works

As noted in the discussion paper, the current legislation focuses largely on response and recovery. It is proposed that the modernized legislation take a four pillars approach to emergency management which will include mitigation and preparedness and will “[specify] the obligations of emergency management partners in each area.”

While the PRRD supports the idea of a taking a balanced approach to the four pillars, the PRRD is concerned with the cost to construct structural mitigation works and whether there will be long term and reliable provincial funding opportunities for these projects as well as long term funding for maintenance (e.g., flood mitigation works). Further, in the absence of provincial funding, will regional districts be required to create service areas and a service function to requisition for the construction and maintenance of structural mitigation works and if these service areas will be required to be established through an elector approval process? If service areas are required to be established by elector approval, what will be the result if the electorate does not approve them (i.e., they are unwilling to pay for the project and maintenance)? Will local governments be held liable for failing to prevent an emergency or disaster?

Recommendations:

- 1) That if the Province of BC increases the obligations of local governments to conduct structural mitigation works, that the Province create a trust that would ensure long-term sustainable funding support for local governments for the construction and long-term maintenance of structural mitigation projects.

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PLEASE REPLY TO:

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☐ 9505 100 St, Fort St. John, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-1542 Email: prrd.fsj@prrd.bc.ca

- 2) That if the Province of BC requires local governments to contribute funding for the construction and maintenance of structural mitigation works, that consideration be given to whether an elector approval process would be required to establish service areas.

2) Definition of “Emergency”

The discussion paper proposes that the definition of an “emergency” be expanded to include damage to “Indigenous cultural sites or the environment” or “Any other situation prescribed by the Lieutenant Governor in Council.”

Proposed additions in red:

- (a) Is caused by accident, fire, explosion, technical failure or a force of nature; and
- (b) Requires prompt coordination of action or special regulation of persons or property to protect the health safety or well-being of a person or community or to limit the damage to property, **significant Indigenous cultural sites or the environment; or**
- (c) **Any other situation prescribed by the Lieutenant Governor in Council.**

The PRRD is concerned with the expectations of the Province with respect to the role local governments will play in protecting significant Indigenous cultural sites or the environment. Further, will the Lieutenant Governor be able to order a local government to respond to an emergency that is not outlined in the current definition, such as one that has impacts on human health (such as foreign animal disease or pandemic) or economic crises? Many local governments in BC, particularly in the north, are limited in staffing capacity and do not have the knowledge or expertise in these areas to support emergencies of this type.

Recommendations:

- 1) That the Province of BC provide further information on what they propose the role of local government be in relation to protecting significant Indigenous cultural sites or the environment.
- 2) That the Province of BC provide further information on whether the Lieutenant Governor could order a local government to take action in relation to an emergency that is outside the scope described by the definition under the current and proposed Act.

3) Local Authority

The discussion paper proposes that the Minister would be able to prescribe by regulation new “local authorities” for the purposes of undertaking some or all emergency management functions.

While the PRRD supports the idea of collaboration and coordination between regional districts, municipalities and First Nations, the PRRD is concerned whether the Province will consider creating local authorities that include unincorporated communities with no defined boundaries, governance structure or funding mechanisms.

Recommendations:

- 1) That the Province of BC clearly define the criteria and process under which they will consider creating a new local authorities.
- 2) That unincorporated communities with no defined boundaries, governance structure or funding mechanisms not be considered by the Province when prescribing new local authorities.

4) Definition of Recovery

The discussion paper proposes “to give local authorities and ministries the tools and powers required to build back stronger, faster and inclusively.” The PRRD supports this concept and recommends that the Province amend the Disaster Financial Assistance (DFA) legislation to allow for this. Currently the requirements under DFA do not allow recipients to build to a higher standard or make modifications to what was pre-existing prior to an emergency event, even if it contributed to impacts associated with the event. In order to mitigate future events, recipients of DFA needs to have the flexibility to be able to make changes to alterations to their homes, businesses, and infrastructure so that they are prepared to withstand future events.

Recommendation:

- 1) That the Province of BC amend the Disaster Financial Assistance regulation to provide greater flexibility to recipients so that they can build back stronger and faster.

5) Changes to States of Local Emergencies

The PRRD supports the concept proposed in the discussion paper whereby the duration of states of local emergencies (SOLE's) would increase from 7 days to 14 days and provincial state of emergencies from 14 days to 28 days. Additionally, introducing a provision that would allow local authorities to utilize one or more of the extraordinary powers when transitioning to recovery and without the use of a SOLE, would reduce the administrative burden associated with response and recovery.

6) Provincial Ministries, Crown Corporations & Agencies

The discussion paper proposes that the “Provincial government must lead by example to adopt a four-pillar approach to emergency management...” While it is encouraging that it is proposed that provincial ministries, Crown Corporations and agencies will be required to develop and maintain business continuity and emergency management plans, these plans need to clearly outline and define roles and responsibilities as well as how they will work with local governments as partners in emergency management – not download responsibilities to local governments. Provincial experts play an important role in emergency management and response in particular and as such it is important that they are trained in the BC Emergency Management System and are able to fully support and lead emergency response efforts.

Further, provincial ministries, Crown Corporations and agencies need to be responsible for emergencies that occur on Crown land and/or affect provincially owned infrastructure and further be responsible for assessing the associated risks and impacts and conducting mitigation works on Crown land. While local governments are responsible for ensuring that our citizens

are cared for during an emergency, local governments should not be responsible for coordinating a response on Crown land or in relation to Crown assets.

Recommendations:

- 1) That the Province of BC clearly define the roles and responsibilities of all provincial ministries, Crown Corporations and agencies with respect to their roles and responsibilities in all four pillars of emergency management including how they will work as partners with local governments.
- 2) That the Province of BC ensure that staff working for provincial ministries, Crown Corporations and agencies be trained and exercised in the BC Emergency Management System.
- 3) That the Province of BC be responsible for responding to emergencies that occur on Crown land and/or affect provincially owned infrastructure and further be responsible for assessing the associated risks and impacts and conducting mitigation works on Crown land.

7) Quality Assurance & Standardized Programs & Plans

The discussion paper proposes to provide EMBC with the ability to audit emergency management plans and the results would be made public. As voiced by many other local governments, the PRRD is concerned how this information may be used if made public and whether it could open a local government to possible liability and litigation following an emergency response.

Further in the discussion paper it is proposed that emergency program and plan content requirements be prescribed through regulation. Given the uniqueness of each local government and First Nation in BC, the PRRD is concerned that a regulated “one-size fits all” approach would not provide the flexibility needed to approach emergency programming and planning in such a way as to recognize the diversity that exists throughout BC.

Recommendations:

- 1) That the Province of BC develop a “best practices guide” for local authority emergency management plans and programs to assist local governments and First Nations; and further, that there is recognition from the Province that every local government and First Nation is unique which may be reflected in their plans and approach to emergency response and recovery.
- 2) That the Province of BC provide funding support to local governments to revise and update emergency management plans to meet best practices set forth by the Province.
- 3) That should the Province of BC wish to audit local government emergency management plans, that they do not make the results public and instead work as partners with the local government to make changes to their plans.

8) Responsibilities of Provincial Ministries, Crown Corporations & Agencies

The PRRD supports the proposal that provincial ministries, Crown corporations and agencies be required to develop emergency plans and participate in the development of plans where they are not the lead.

The PRRD further supports establishing a provincial obligation to provide hazard data and coordinate with local authorities and First Nations, however, is concerned with whether there will be support provided to interpret and analyze this data. Most local governments do not have the capacity or in-house expertise to be able to utilize data that may be provided regarding hazards, risks and potential impacts in their regions. Support from provincial experts will be required in order to fully understand and address hazards through planning and mitigation and preparations for response and recovery.

Recommendation:

- 1) That the Province of BC provide support (funding and expertise) and guidance to local governments and First Nations to assist in understanding and interpreting hazard and risk data in order to develop plans to address impacts and vulnerabilities within our regions.

9) Building & Development

The discussion paper proposes that local authorities and the Province (through subdivision approval) give greater consideration for current and future risk for new development approvals in hazardous areas. It is important for the Province to understand that while development approval may be provided once a property is subdivided, there may be tens of years between the time that a subdivision is approved and an owner builds on the property. And while it is the responsibility of the property owner to educate themselves of any notices or covenants on title, many are often not aware of covenants requiring to address known hazards.

Additionally, many regional districts in BC do not require building permits in portions of their electoral areas and therefore may only become aware of new construction when a property owner is seeking a civic address. In these cases property owners are able to build however they like and wherever they like without regard for mitigating known hazards on their properties. Building permits are a tool for local governments to require property owners to not only follow the BC Building Code, but to also build in such a way as to reduce their risk from a known hazard. Due to the lack of building inspection in many rural areas, regional districts often don't become aware of issues such as building too close to water bodies, or in or near steep slopes, etc. until there is an emergency and properties have become impacted and require assistance.

Recommendation:

- 1) That the Province of BC provide support (funding and expertise) and guidance to local governments and First Nations to assist in understanding and interpreting hazard and risk data in order to develop plans to address impacts and vulnerabilities within our regions.

10) Collaborative Planning & Partnerships

The discussion paper proposes that local governments be required to consult with First Nations on their emergency plans. While the PRRD supports the idea of working with our First Nations neighbors whenever possible and where there is capacity to do so, there is concern over

prescribing through legislation or regulation the standard to which consultation must take place. Many small local governments and First Nations do not currently have the human resource capacity that may be required to conduct consultation or engagement.

Recommendations:

- 1) That the Province of BC create “best practice” guidelines for reciprocal consultation between local governments and First Nations, rather than regulating consultation requirements.
- 2) That the Province of BC provide sustainable funding for both local governments and First Nations to increase capacity to conduct consultation and engagement.

11) Critical Infrastructure Operators

The discussion paper proposes that critical infrastructure (CI) operators be required to develop specific emergency management plans and to be inclusive of hazards created by CI. While this is a first step, it is also important for CI operators to educate the public and local authorities on the hazards that may be created through their infrastructure. Local authorities do not have the expertise to educate those that may be impacted as a result of a CI failure.

For instance, BC Hydro has constructed hydroelectric dams across BC and while they currently have emergency plans in place to respond to a failure, they do not educate the residents and businesses located within their inundation zones on the hazard and risks. Local governments do not have dam engineers that can speak to the possible causes of a dam failure, what might happen, the rate of release, etc. This information is best communicated by BC Hydro engineers to those who could be impacted. This approach is taken throughout northern BC with respect to oil and gas operators who are required by legislation to meet with anyone who could be potentially impacted by a failure in their infrastructure.

Recommendation:

- 1) That the Province of BC require critical infrastructure operators, including Crown corporations, to educate the public on the hazards, risks and impacts that could occur should there be an infrastructure failure.

12) Volunteers & Non-Governmental

The discussion paper proposes providing more support to volunteers through creating more equitable treatment between those ordered to provide support in an emergency and those who willingly do so. Since 2016 the Province has experienced a number of emergencies that have required, not only long-term deployment of volunteers, but also a greater number of volunteers. Many have volunteered to assist with response and recovery efforts and have done so without pay and have put their jobs in jeopardy to assist others.

While the PRRD supports the concept of providing volunteers with “time limited employment protection,” the Province should also consider criteria paying those who volunteer during an emergency. Standards and criteria would have to be developed to determine when, how and who should be paid for their time similar to volunteer fire fighters who are deployed by the Office of the Fire Commissioner.

Further, the Province should also consider de-categorizing public safety lifeline volunteers. For instance, there is no reason why a search and rescue volunteer, if trained, could not assist with ESS or rapid damage assessment. Under the current system there is no liability or WCB protection for search and rescue (SAR) volunteers to assist with these response tasks as part of their SAR organizations.

Recommendations:

- 1) That the Province of BC develop a system and criteria to pay volunteers who have been deployed for long-term durations similar to volunteer fire fighters.
- 2) That the Province of BC consider providing greater flexibility with respect to Work Safe BC and liability coverage so that public safety lifeline volunteers, particularly search and rescue volunteers, can assist with a greater variety of tasks during a response.

13) Financial Considerations

The discussion paper notes that the “Province continues to work to improve its policies, procedures and administrative processes to ensure Local Authorities “are reimbursed for response and recovery costs.” While the PRRD supports this concept, the Province should also examine the expense authorization process that is utilized during response and recovery. Many local governments have voiced frustration with the process that requires emergency operations centres to receive pre-approval for expenses associated with response and recovery costs. Often approvals are delayed because they require multiple levels of approval from EMBC and can slow the ability of incident command and the EOC to respond.

Recommendation:

- 1) That the Province of BC examine the “expense authorization form” system utilized during emergency response and recovery to approve expenses, with particular attention being targeted at finding ways to speed up approval processes in order to keep pace with the emergency.

14) Compliance & Enforcement

The current legislation (and presumably the proposed legislation) provides local authorities with the ability to initiate an evacuation when there is an imminent risk to public safety. Although adults currently have the option to decide whether to stay and defend their properties while under evacuation order, once they leave the order area, they are not allowed to re-enter without authorization. The challenge that is faced by many local governments is that there is limited enforcement of evacuation order areas by the RCMP and there is no penalty for those who violate evacuation orders and lead others into evacuated areas.

Recommendation:

- 1) That the Province of BC include in the modernized *Emergency Program Act* legislation, provisions to enforce evacuation orders and apply penalties for those who chose to willingly violate them.

15) Phased Approach to Implementation & Sustainable Funding

Given the number of proposals that the Province is currently considering, including in the new legislation, it will take time and resources for local governments and First Nations to fully implement changes in their emergency programs and plans. Therefore if any changes are brought forward it would be important to do so in a phased approach over a number of years and with funding support to help increase long-term human resource capacity. Many local governments and First Nations communities do not have the staffing capacity or the funding to increase staffing to fully implement the changes recommended in the discussion paper - a guarantee of long-term sustainable funding will be crucial to implementing changes.

Recommendations:

- 1) That the Province of BC implement any changes to the Act utilizing a phased approach in order to provide local governments and First Nations time to make suitable changes and increase capacity.
- 2) That the Province of BC guarantee the provision of long-term sustainable funding to local governments and First Nations to increase human resource capacity to address any changes brought forward through legislation.

Should you have any questions regarding our feedback please feel free to contact Trish Morgan, General Manager of Community Services, at 250 784-3200 or trish.morgan@prrd.bc.ca.

Yours truly



Brad Sperling, Chair



REPORT

To: Chair and Directors

Report Number: CS-BRD-017

From: David Sturgeon, Protective Services Manager

Date: August 20, 2020

Subject: Fire Smart Grant Application

RECOMMENDATION: [Corporate Unweighted]

That the Regional Board authorize the submission of a grant application, to the Union of BC Municipalities (UBCM) Community Resiliency Investment program, to apply for \$150,000 of funding for a PRRD FireSmart Campaign in 2021.

BACKGROUND/RATIONALE:

The UBCM Community Resiliency Investment program was announced in 2018, and is intended to reduce the risk of wildfires and mitigate impacts on BC communities. The deadline for the next grant application intake is October 9, 2020. The funding model depends greatly on what Wildland Urban Interface (WUI) risk class the local government falls under. The PRRD is currently rated as a 1-3, which is considered high to extreme. Because of this, the PRRD is allowed to apply for up to \$150,000 per year to provide community FireSmart activities to decrease the overall threat of fires in the region. This type of program needs to be considered over multiple years to have the greatest impact. After engaging with other regional districts and a municipality, a draft plan was developed for year one of the PRRD's program. In year one, staff will test theories and use measurable data tracking to ensure residents are being engaged. It was cautioned that the process of engagement and buy in by residents can take multiple years to come to fruition.

Social media is a primary community building resource that FireSmart BC uses to spread the FireSmart message across British Columbia. FireSmart BC social media tools include Facebook (@FireSmart BC), Twitter (@BCFireSmart) and Instagram (@FireSmart BC). The engaging content is highly shareable and can be used to inform and engage the public in each community. This will be PRRD's primary platform to spread messaging about the program.

The other key component to this program will be direct engagement with residents to ensure they have the tools necessary to complete the FireSmart principles on their property. To achieve this, the PRRD will accept requests for "Site Information Visits". These visits will give the residents clear instructions about how they can achieve a FireSmart property, with tips and literature around completing a risk assessment for the property and the subsequent works that need to be done after the site visit to achieve the FireSmart principal results. The residents will have a clear link back to the PRRD to answer questions and provide guidance during and after the work is completed.

As a compliment to the risk assessments, another large component of the program will be a large-scale spring debris cleanup, with bins being provided by the PRRD for residents to dump their organic waste

at no charge. This program will piggyback on the solid waste spring cleanup program with a media campaign to coincide with the event.

The outline of services below are proposed for year one, with the possibility of enhancing the PRRD's service through partnerships with municipalities in year two and subsequent years.

Services the PRRD Will Provide

- Public education campaigns through social media, radio and print
 - a. Start a YouTube channel & Twitter (Use current Facebook)
 - b. Radio campaign
 - c. Newspaper articles (Features)
 - d. Direct mailers to extreme hazard zones
- Site information visits (not hazard assessments)
 - a. Attend sites by request
 - b. Provide all information to homeowner about FireSmart principles
 - c. Do a walk around the property and talk about mitigation & best practices
 - d. No formal hazard assessment to be provided
 - e. Guidance and follow up provided (risk assessment package left with homeowner)
- Attend home and garden shows, farmers markets etc. with an information booth
 - a. Gather data on residents for follow up
 - b. Provide information & take home packages
- Yard waste debris drop off locations throughout the PRRD.
 - a. Work in conjunction with the spring waste cleanup with solid waste. Provide bins and messaging.
- Work with BC Wildfire for consistent messaging

The FireSmart campaign will be a 6-8 month program, with data tracking in place to provide feedback for the future direction of the program and possible revision of the PRRD's community wildfire preparedness plan (CWPP).

ALTERNATIVE OPTIONS:

1. That the Regional Board decline the submission of a grant application, to the Union of BC Municipalities (UBCM) Community Resiliency Investment program, to apply for \$150,000 of funding for a PRRD FireSmart Campaign in 2021.
2. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Responsive Service Delivery
- ☒ Enhance Emergency Planning and Response Capacity

FINANCIAL CONSIDERATION(S):

Below is a breakdown of the estimated budget for the 2021 season. This program will be solely funded by the UBCM grant. If the grant is not allocated, the program will not proceed for the 2021 year.

Category	Amount	Notes
Marketing	\$22,500	
Advertising	\$22,500	
Wages or Contract Fees	\$40,000	
Print Media & Swag	\$5000	
Training	\$5000	
Risk Assessment Packages	\$20,000	(100 Properties a year @ \$200 ea.)
Yard Waste Debris Pickup	\$35,000	(Run in Conjunction with solid waste spring round up program.)
Total (1 Year)	<u>\$150,000</u>	

COMMUNICATIONS CONSIDERATION(S):

If successful in obtaining the grant, a communications plan will be developed for the entire program.

OTHER CONSIDERATION(S):

None at this time.



REPORT

To: Chair and Directors

Report Number: CS-BRD-019

From: David Sturgeon, Protective Services Manager

Date: September 1, 2020

Subject: Charlie Lake Fire Department Brush Truck Replacement

RECOMMENDATION: [Corporate Weighted]

That the Regional Board approve the purchase of the Charlie Lake Fire Department brush truck, in the amount of \$58,013.80, from Browns Chevrolet in Dawson Creek, further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

BACKGROUND/RATIONALE:

In 2019, a private vehicle ran a red light and ran into the side of the Charlie Lake Fire Department (CLFD) brush truck resulting in the truck being written off by ICBC. The skid unit did not sustain any damage. The brush truck is used to respond to interface/wildland fires and to transport firefighters to scene or larger events. The unit could also be used for duty officer weekend shifts to ensure an efficient and reliable response, and in the future, should the service be successfully expanded to include first medical response, the unit could also be used for first medical response purposes.

The CLFD replacement truck needs to be a one (1) ton 4x4 crew cab built to transport personnel and the excessive weight associated with the wildfire skid unit that contains 250 gallons of water, a pump, various equipment.

In early 2020, the PRRD issued a public request for quotation (RFQ); only one response was received and the unit did not meet the specifications stated as mandatory in the RFQ document.

Subsequently, as permissible under the Procurement Policy, staff sought quotes from other suppliers for the unit, to obtain quotes compliant with the mandatory requirement of the original RFQ. Five (5) quotes were obtained and the results are noted below.

		Murray GMC, Fort St John	Ford Motors, Fort St John	Metro Ford Coquitlam	Brown's Chev, Dawson Creek	HUB Fire (Ford), Abbotsford
Vehicle		HD, 1 Ton, 4x4, crew cab chassis fitted long box	SD, 1 Ton, 4x4, crew cab chassis fitted long box	SD, 1 Ton, 4x4, crew cab chassis fitted long box	HD, 1 Ton, 4x4, crew cab chassis fitted long box	SD, 1 Ton, 4x4, crew cab chassis fitted long box
	Total	\$ 57,478.26	\$ 53,044.18	\$ 55,105.00	\$ 47,809.74	\$ 70,236.94
Emergency Package (Supplied by others)						included
(lights, sirens, etc.)	Total	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ -
Additions (Supplied by Dealer)						included
(winter tires, running boards, etc.)	Total	\$ 3,800.00	\$ 3,450.00	\$ 2,800.00	\$ 5,220.00	\$ -
Warranty & Maintenance Package (Supplied by Dealer)	Total	\$ 4,815.00	\$ 5,879.65	\$ 4,815.00	\$ 4,984.06	\$ 3,745.00
Travel Costs						no fee
(Travel to Vendor for emergency package)	Total	\$ 1,360.00	\$ 1,360.00	\$ 1,360.00	\$ 1,360.00	\$ -
TOTAL		\$ 73,953.26	\$ 70,233.83	\$ 70,580.00	\$ 65,873.80	\$ 73,981.94

In all cases except the Hub Fire Quote, upon delivery, the truck will need to be taken to Edmonton to have the emergency lights and a siren package installed, the costs of which are noted in the chart above as part of the total cost for each option to procure the truck.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Responsive Service Delivery
- ☒ Enhance Emergency Planning and Response Capacity

FINANCIAL CONSIDERATION(S):

In the 2020 Financial Plan, \$72,000 was budgeted for the purchase of a replacement brush truck for CLFD. After the purchase of the truck including the additions and the warranty/maintenance package for \$58,013.80 from Browns Chevrolet, the emergency package will be installed from a separate vendor. The price for this including travel is \$7860.00 for a total purchase price of \$65,873.80. With the complete purchase price of \$65,873.80 including the emergency package, additions, warranty & maintenance and travel costs associated with completing the project it is \$6126.20 below the budgeted amount in 2020.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

None at this time.



REPORT

To: Chair and Directors

Report Number: DS-BRD-048

From: Shawn Dahlen, Chief Administrative Officer

Date: August 31, 2020

Subject: ALR Subdivision Application, PRRD File No. 20-013-ALRSub, ALC ID 61060

OPTIONS: [Corporate Unweighted]

1. That the Regional Board support ALR Subdivision application 20-013-ALRSub (ALC ID 61060), to realign the property lines between the properties identified as PID 011-346-400 and 010-966-757, resulting in two \pm 2.08 ha lots, and authorize the application to proceed to the Agricultural Land Commission.
2. That the Regional Board respectfully refuse authorization for ALR Subdivision application 20-013-ALRSub (ALC ID 61060), to realign the property lines between the properties identified as PID 011-346-400 and 010-966-757, resulting in two \pm 2.08 ha lots, to proceed to the Agricultural Land Commission.

BACKGROUND/RATIONALE:

Proposal

To realign the property lines between the subject properties, resulting in two \pm 2.08 ha (5.1 ac) lots.

File/Site Details

Owners: Kevin Turner & Loretta Turner
Agent: Tanysha Linford
Area: Electoral Area C
Location: Charlie Lake

Property 1

Legal: Lot 1 Section 26 Township 84 Range 20 W6M Peace River District Plan 17670, Except Plan 18682
PID: 011-346-400
Civic Address: 13415 281 Road
Lot Size: 3.75 ha (9.25 ac)

Property 2

Legal: Lot 1 Section 26 Township 84 Range 20 W6M Peace River District Plan 18682
PID: 010-966-757
Civic Address: 13407 281 Road
Lot Size: 0.40 ha (1.00 ac)

Official Community Plan (OCP)

Pursuant to PRRD North Peace Fringe Area Official Community Plan Bylaw No. 1870, 2009, the properties are designated Medium Density Rural Residential. As stated in Section 4.3.2 of the OCP, land within this designation should generally be used for residential purposes. The minimum parcel size for lands not connected to a community sewer system is 1.6 ha (4.0 ac).

Therefore, the proposed land uses and parcel sizes are consistent with the OCP.

Land Use Zoning

Pursuant to *PRRD Zoning Bylaw No. 1343, 2001*, the properties are zoned R-3 (Residential 3 Zone). As stated in Section 36 of the Zoning Bylaw, residential and agricultural uses are permitted within the R-3 Zone. The minimum parcel size is 1.8 ha (4.5 ac) for the subject properties.

Therefore, the proposed land uses and parcel sizes comply with the zoning regulations.

Fire Protection Area

The property is within the Charlie Lake Fire Protection Area.

Mandatory Building Permit Area

The property is within the Mandatory Building Permit Area.

Development Permit Areas

The property is outside all Development Permit Areas.

Development Cost Charge Area

The property is outside the Development Cost Charge Area.

School District 60 School Site Acquisition Charge Area

The property is within the School Site Acquisition Charge Area but it is not applicable since no new residential lots are proposed.

ALTERNATIVE OPTIONS:

1. That the Regional Board support ALR Subdivision application 20-013-ALRSub (ALC ID 61060), to realign the property lines between the properties identified as PID 011-346-400 and 010-966-757, resulting in two \pm 2.08 ha lots, and authorize the application to proceed to the Agricultural Land Commission with recommended conditions of approval.
2. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

The Regional Board's decision will be communicated to the agent.

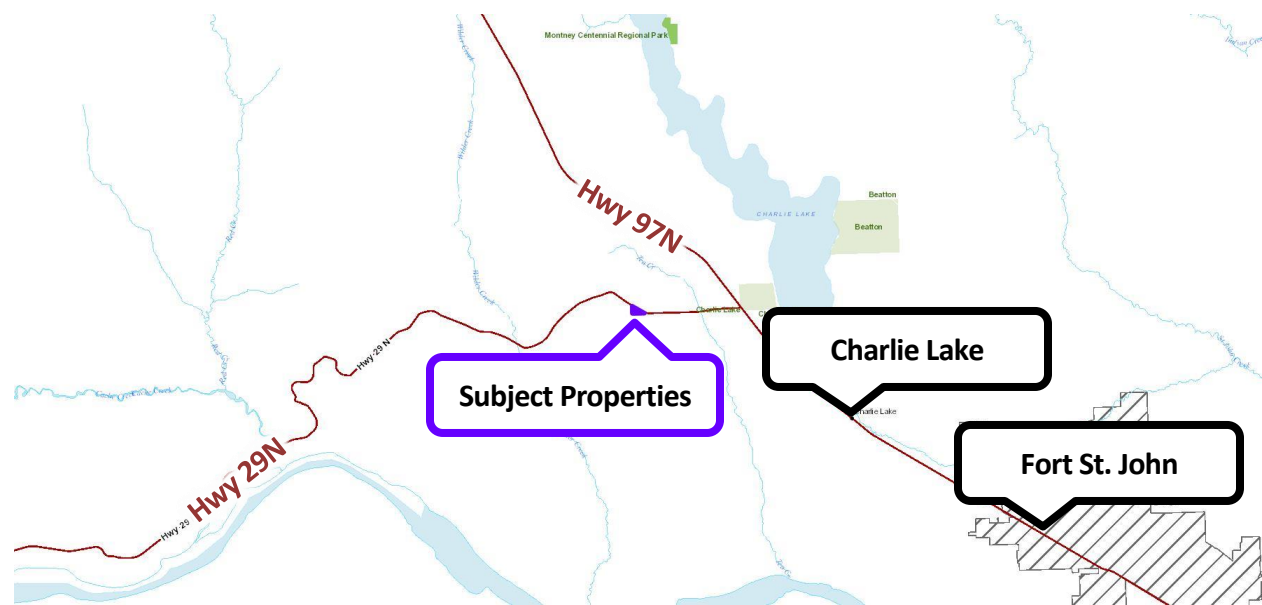
OTHER CONSIDERATION(S):

None at this time.

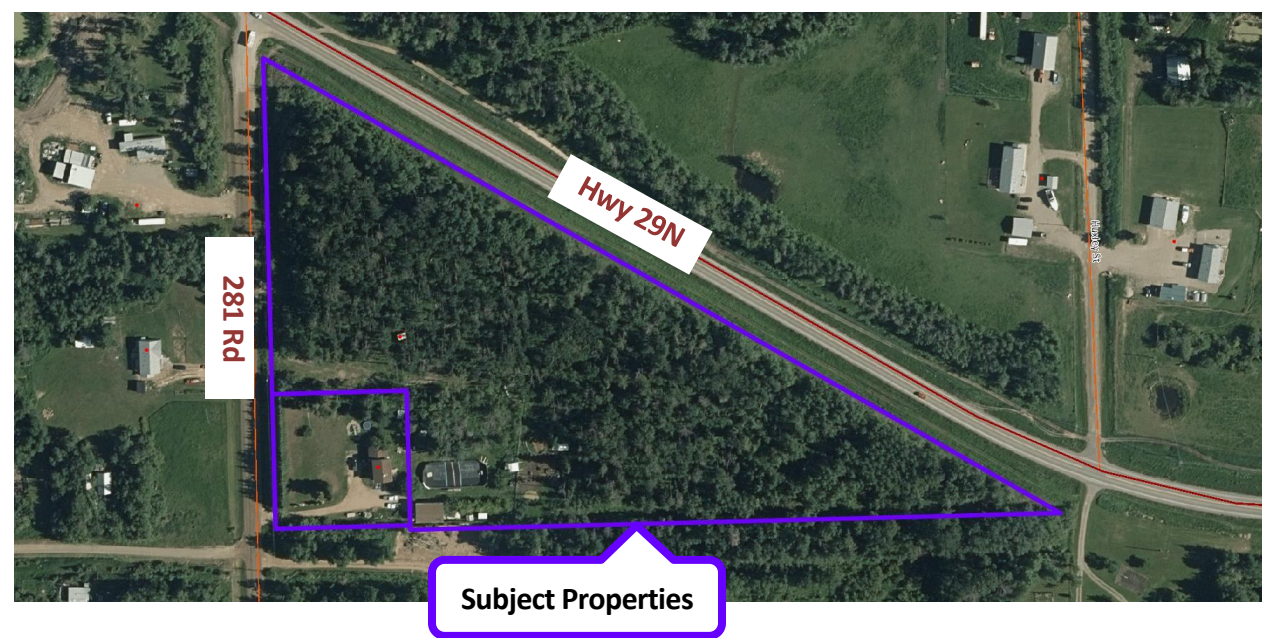
Attachments:

1. Maps
2. ALC Application (ALC ID 61060)
3. Comments from Electoral Area Director

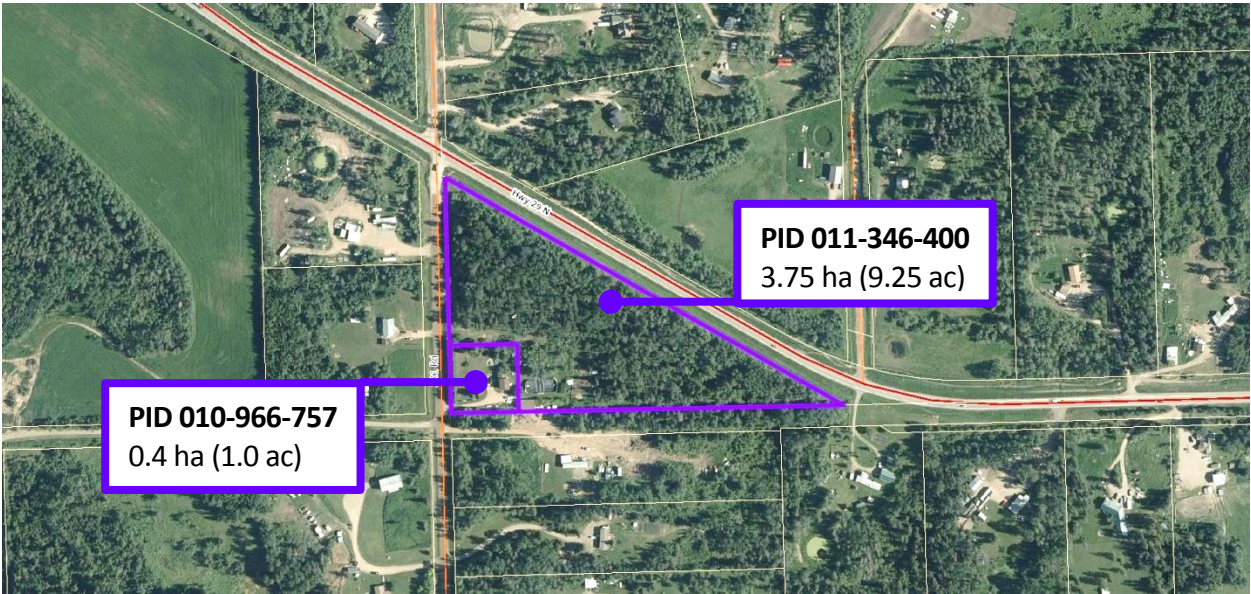
Location: Charlie Lake area



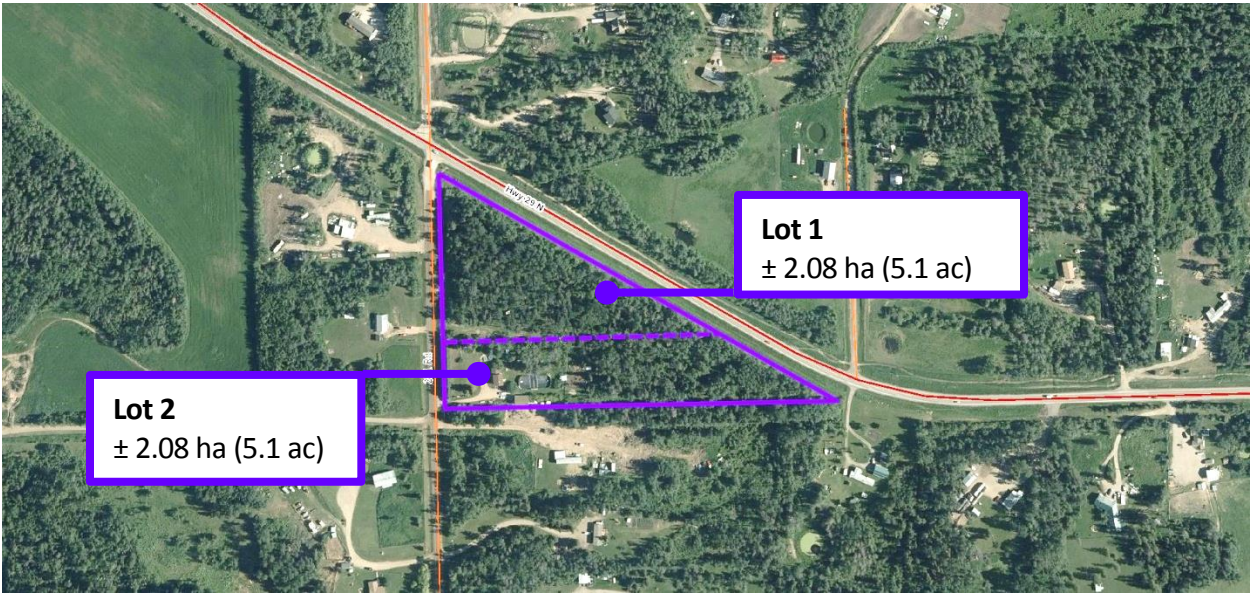
Aerial imagery



Existing Lot Lines



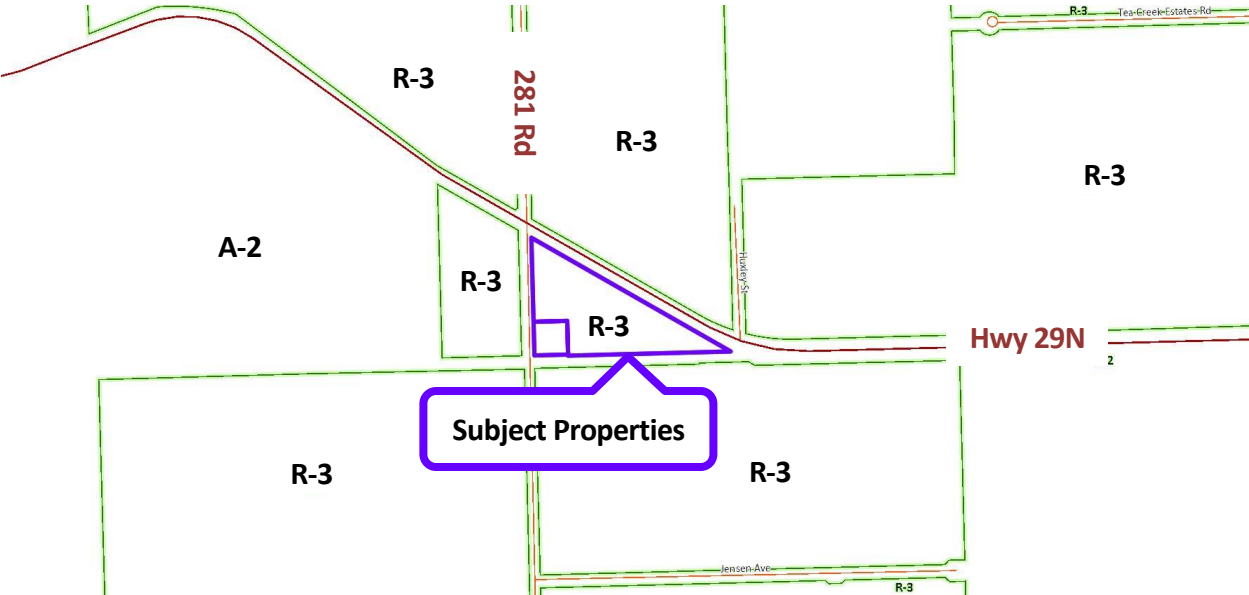
Proposal



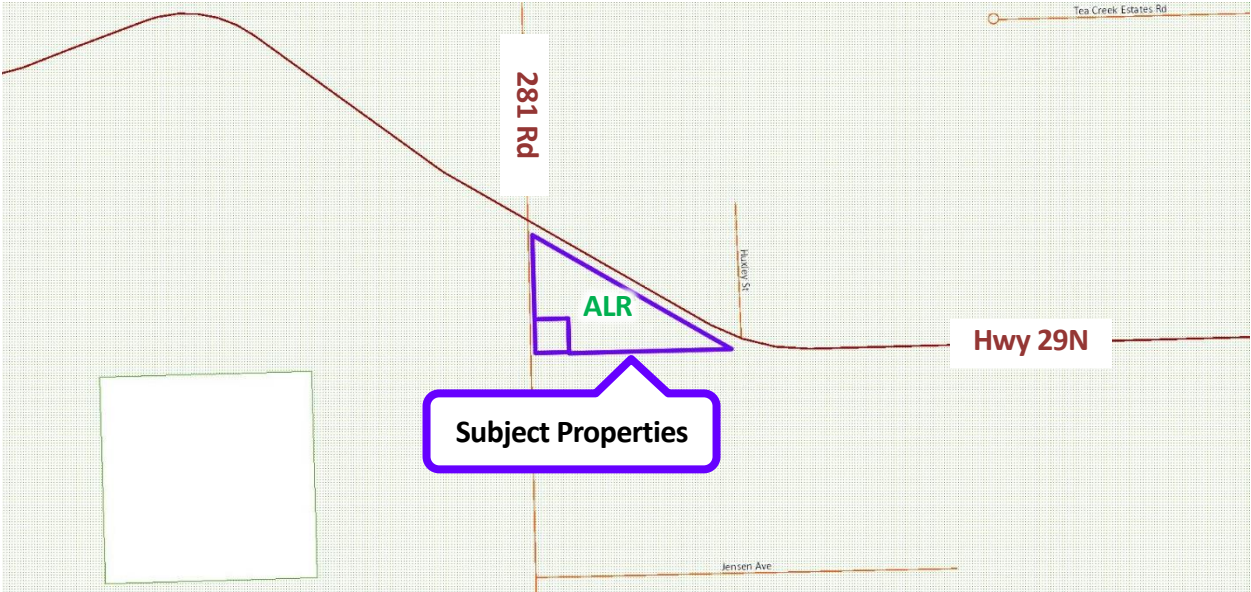
PRRD North Peace Fringe Area Official Community Plan Bylaw No. 1870, 2009:
Medium Density Rural Residential (MDR)



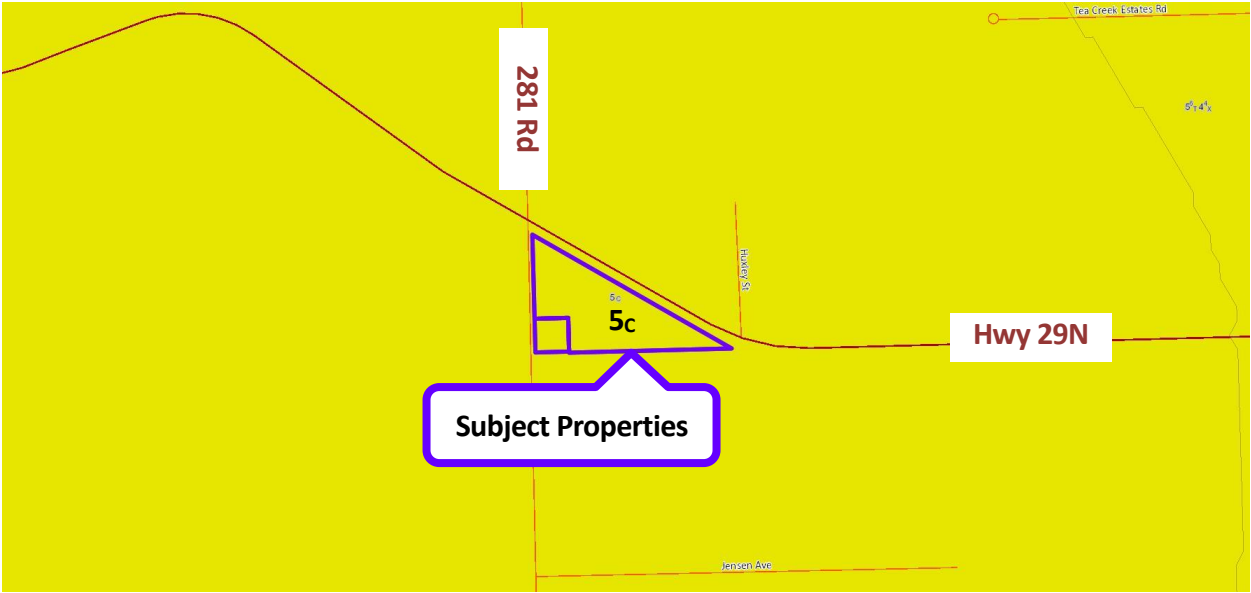
PRRD Zoning Bylaw No. 1343, 2001: Residential 3 Zone (R-3)



Agricultural Land Reserve: Within



CLI Soil Classification: 5_c



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 61060

Application Status: Under LG Review

Applicant: Kevin Turner , Loretta Turner

Agent: Tanysha Linford

Local Government: Peace River Regional District

Local Government Date of Receipt: 07/17/2020

ALC Date of Receipt: This application has not been submitted to ALC yet.

Proposal Type: Subdivision

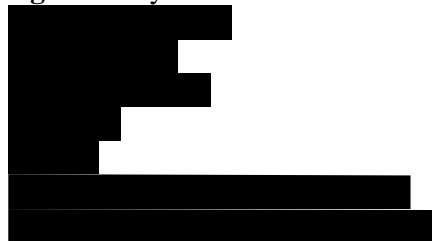
Proposal: We are looking to do a lot realignment.

Reason being is that the one lot is only 1 acre with a house on it. On the other 9 acres is the shop & livestock that belong to the home owners of the 1 acre lot. When purchasing this land years ago it wasn't an issue, now fast forward to today it is.

We, being the children of the land owners have built a cabin on piles on the 9 acre lot. In the near future we plan to buy a few cattle, couple horses & a couple dozen chickens. That being said, my parents are also wanting to expand their hobby farm as well. We have currently put a fence in place to somewhat separate the two parcels so now the next step is making it legal for tax/ownership purposes & so that we can both go ahead with our future plans as listed below.

Agent Information

Agent: Tanysha Linford



Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple

Parcel Identifier: 011-346-400

Legal Description: L 1 SEC 26 TP 84 R 20 W6M PEACE RIVER PL 17670 EXC PL 18682

Parcel Area: 3.7 ha

Civic Address: 13415 281Rd Charlie Lake, BC

Date of Purchase: 09/24/2007

Farm Classification: No

Owners

1. **Name:** Kevin Turner



[REDACTED]

2. **Name:** Loretta Turner

[REDACTED]

2. **Ownership Type:** Fee Simple

Parcel Identifier: 010-966-757

Legal Description: L 1 SEC 26 TP 84 R 20 W6M PEACE RIVER PL 18682

Parcel Area: 0.4 ha

Civic Address: 13407 281RD

Date of Purchase: 09/24/2007

Farm Classification: No

Owners

1. **Name:** Kevin Turner

[REDACTED]

2. **Name:** Loretta Turner

[REDACTED]

Current Use of Parcels Under Application

1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).

PID# 011-346-400- Free roam animals. 3 miniature ponies, 2 donkeys, 1 llhama & 14 chickens.

2. Quantify and describe in detail all agricultural improvements made to the parcel(s).

A fence was recently put in place to seperate the two parcels.

3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).

PID# 011-346-400

Cabin on piles & a shop.

PID# 010-346-400

House

Adjacent Land Uses

North

Land Use Type: Residential
Specify Activity: Housing

East

Land Use Type: Residential
Specify Activity: Housing

South

Land Use Type: Residential
Specify Activity: Housing

West

Land Use Type: Residential
Specify Activity: Housing

Proposal

1. Enter the total number of lots proposed for your property.

2.1 ha
2 ha

2. What is the purpose of the proposal?

We are looking to do a lot realignment.

Reason being is that the one lot is only 1 acre with a house on it. On the other 9 acres is the shop & livestock that belong to the home owners of the 1 acre lot. When purchasing this land years ago it wasn't an issue, now fast forward to today it is.

We, being the children of the land owners have built a cabin on piles on the 9 acre lot. In the near future we plan to buy a few cattle, couple horses & a couple dozen chickens. That being said, my parents are also wanting to expand their hobby farm as well. We have currently put a fence in place to somewhat separate the two parcels so now the next step is making it legal for tax/ownership purposes & so that we can both go ahead with our future plans as listed below.

3. Why do you believe this parcel is suitable for subdivision?

This parcel is suitable for subdivision because both lots will benefit the ALR. We have chosen the proposed lot configuration because with both lots being roughly 5 acres each that gives both of us plenty of land to be able to achieve our future plans to the fullest.

4. Does the proposal support agriculture in the short or long term? Please explain.

Yes, both of the lots will support ALR in both short term & long term.

As mentioned above we plan to buy cattle in the spring to be able to butcher in in the fall so we are able to provide home raised beef for our family throughout the winter months & come summer we are going to have a garden & greenhouse in place so we are able to provide fresh veggies.

As goes for my parents they already have a garden & greenhouse in place & will continue to provide fresh veggies.

Also, they will continue to collect eggs from their chickens daily & look after/provide for their hobby farm.

5. Are you applying for subdivision pursuant to the ALC Homesite Severance Policy? If yes, please

submit proof of property ownership prior to December 21, 1972 and proof of continued occupancy in the "Upload Attachments" section.

No

Applicant Attachments

- Agent Agreement - Tanysha Linford
- Proposal Sketch - 61060
- Certificate of Title - 011-346-400
- Certificate of Title - 010-966-757

ALC Attachments

None.

Decisions

None.



Peace River Regional District



127.0 0 63.50 127.0 Meters

NAD_1983_UTM_Zone_10N
© Latitude Geographics Group Ltd.

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Legend

- Hwy Mile Marker
- Rural Community
- 911 Civic Address Rural
- 911 Civic Address Municipal
- Regional Park
- Parcels
- Highway
- Municipal Road
 - Hard Surface
 - Gravel
- Rural Road >1:250k
 - Hard Surface
 - Gravel
 - Seasonal
- Driveway
- PRRD_Sewer_Systems
 - Sewer Line
 - Water Line
- Streams/Rivers
- Locality
- ☒ Municipal Boundary
- ☐ Regional District Boundary
- DC City
 - Red: Band_1
 - Green: Band_2
 - Blue: Band_3
- North Peace Fringe
 - Red: Band_1
 - Green: Band_2

1: 2,500

Notes

Michael Blatz

From: Planning Department
Sent: Thursday, August 6, 2020 11:08 AM
To: Michael Blatz
Subject: FW: PRRD File No., 20-013-ALRSub

From: Chair Brad Sperling <brad.sperling@prrd.bc.ca>
Sent: Thursday, August 6, 2020 10:44 AM
To: Planning Department <planning@prrd.bc.ca>
Cc: PRRD_Internal <prrd.internal@prrd.bc.ca>
Subject: Re: PRRD File No., 20-013-ALRSub

Ok to proceed

From: Planning Department
Sent: Thursday, August 6, 2020 10:22:12 AM
To: Chair Brad Sperling
Cc: PRRD_Internal
Subject: PRRD File No., 20-013-ALRSub

Good morning Chair Sperling,

Please review the attached documents regarding an ALR Subdivision application in Electoral Area C. If you have any comments, please submit them by August 20, 2020.

Best,

Development Services

Phone: 250-784-3200 | planning@prrd.bc.ca | www.prrd.bc.ca

Peace River Regional District



PEACE RIVER REGIONAL DISTRICT



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REPORT

To: Chair and Directors

Report Number: DS-BRD-049

From: Shawn Dahlen, Chief Administrative Officer

Date: August 31, 2020

Subject: Application for Exclusion from the ALR, PRRD File No. 20-005-ALREx, ALC ID 61046

OPTIONS: [Corporate Unweighted]

1. That the Regional Board support ALR Exclusion application 20-005-ALREx (ALC ID 61046), to exclude a 4 ha portion of the property identified as PID 017-324-572 from the ALR, and authorize the application to proceed to the Agricultural Land Commission.
2. That the Regional Board respectfully refuse authorization for ALR Exclusion application 20-005-ALREx (ALC ID 61046), to exclude a 4 ha portion of the property identified as PID 017-324-572 from the ALR, to proceed to the Agricultural Land Commission.

BACKGROUND/RATIONALE:

Proposal

To exclude a 4 ha (10 ac) portion of the subject property, which has been developed as a home site. The exclusion would facilitate a future subdivision of the home site from the remainder of the property.

File/Site Details

Owner: June Elaine Brown
Agent: Tryon Land Surveying
Area: Electoral Area C
Location: Charlie Lake area
Legal: SW ¼, Except Part Subdivided by Plan BCP28817, Section 22 Township 84 Range 20 W6M
Peace River District
PID: 017-324-572
Civic Address: 13395 283 Road
Lot Size: 55.1 ha (136.3 ac)

Official Community Plan (OCP)

Pursuant to PRRD North Peace Fringe Area Official Community Plan Bylaw No. 1870, 2009, the property is designated Agriculture. Section 3.2.2 of the OCP states the principal uses of land in the Agriculture designation should generally be agricultural, compatible with agriculture, and/or businesses complementary to agriculture. The minimum parcel size for land designated Agriculture should be 63 ha (155 ac).

Therefore, the proposal is not consistent with the OCP.

Land Use Zoning

Pursuant to PRRD Zoning Bylaw No. 1343, 2001, the property is currently split-zoned A-2 (Large Agricultural Holdings Zone) and R-4 (Residential 4 Zone). Should this portion of the subject property be excluded from the ALR, the landowner's intention is to then subdivide the property. This would result in a 4 ha (10 ac) parcel and a 51.1 ha (126.3 ac) remainder.

The 4 ha (10 ac) parcel would be within the A-2 Zone and would not meet the minimum parcel size of 63 ha (155 ac). The proposed 51.1 ha (126.3 ac) parcel would be split-zoned A-2 and R-4, and would not meet the more restrictive minimum parcel size of 63 ha (155 ac).

Therefore, the proposed parcel sizes do not comply with the current zoning regulations. If the proposal is not deemed by the approving officer to meet the requirements of Section 514 of the *Local Government Act*, a zoning amendment would be required.

Fire Protection Area

The property is within the Charlie Lake Fire Protection Area.

Mandatory Building Permit Area

The property is within the Mandatory Building Permit Area.

Development Permit Areas

The property is outside all Development Permit Areas.

Development Cost Charge Area

The property is outside the Development Cost Charge Area.

School District 60 School Site Acquisition Charge Area

The property is within the School Site Acquisition Charge Area. A \$1,000 charge must be paid to the PRRD prior to any subdivision approval.

ALTERNATIVE OPTIONS:

1. That the Regional Board support ALR Exclusion application 20-005-ALREx (ALC ID 61046), to exclude a 4 ha portion of the property identified as PID 017-324-572 from the ALR, and authorize the application to proceed to the Agricultural Land Commission with recommended conditions of approval.
2. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

The Regional Board's decision will be communicated to the agent.

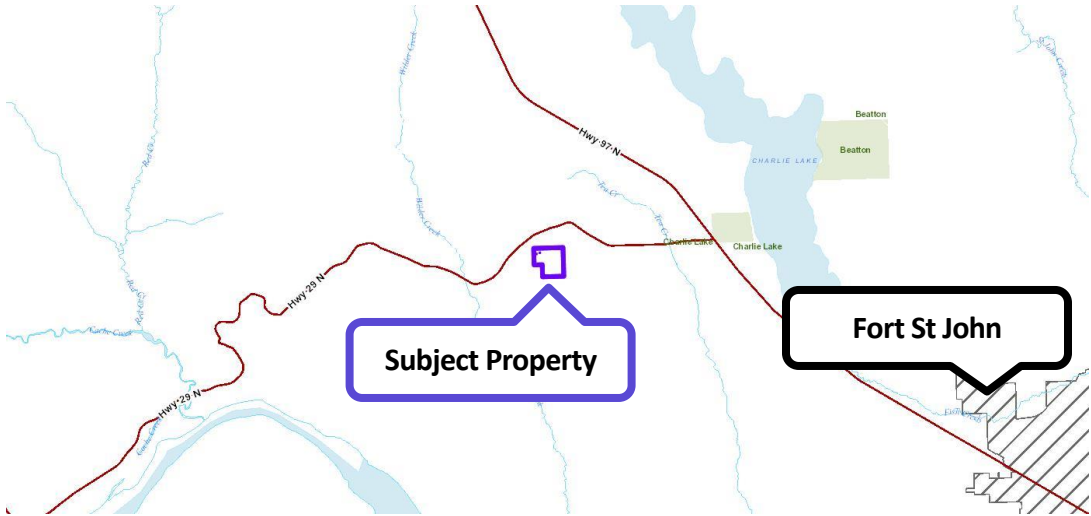
OTHER CONSIDERATION(S):

None at this time.

Attachments:

1. Maps
2. ALC Application (ALC ID 61046)
3. Comments from Electoral Area Director

Location: Charlie Lake area

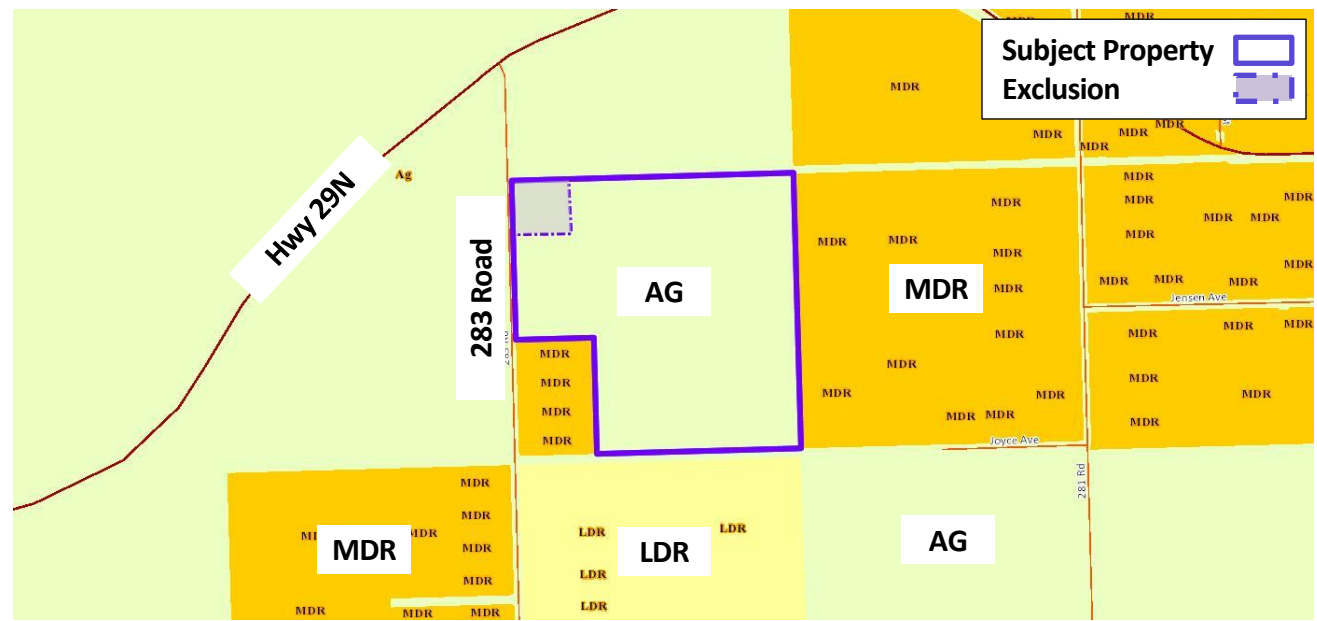


Aerial imagery

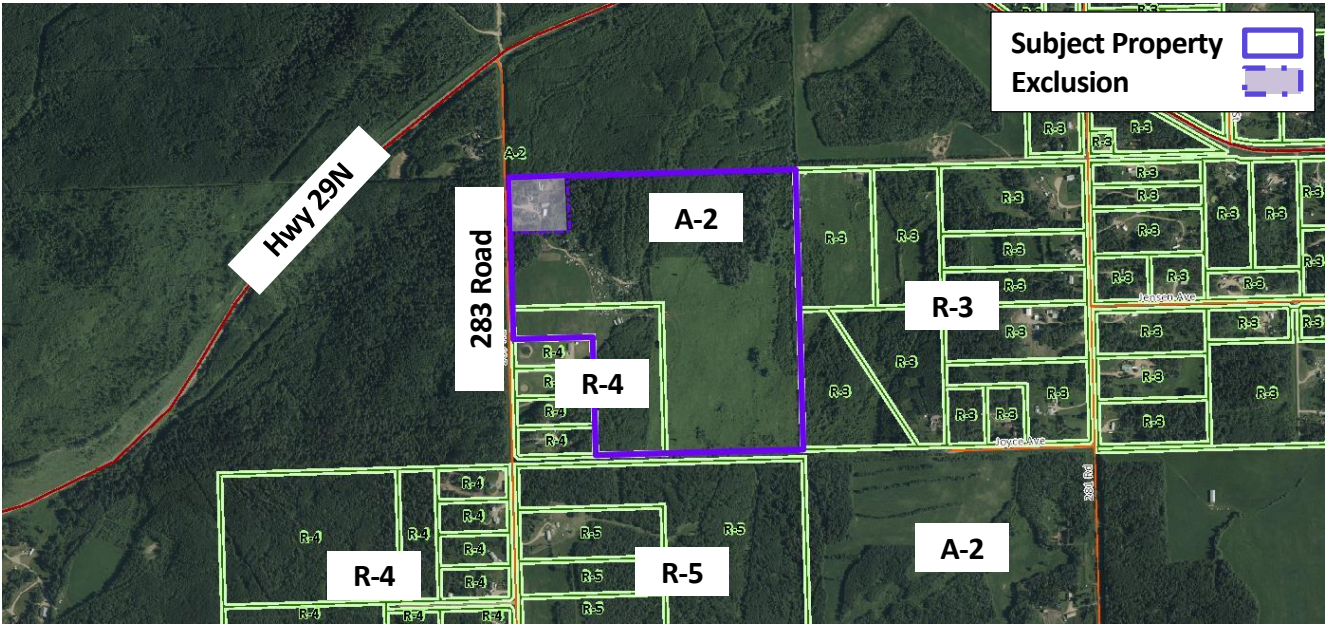


PRRD North Peace Fringe Area Official Community Plan Bylaw No. 1870, 2009:

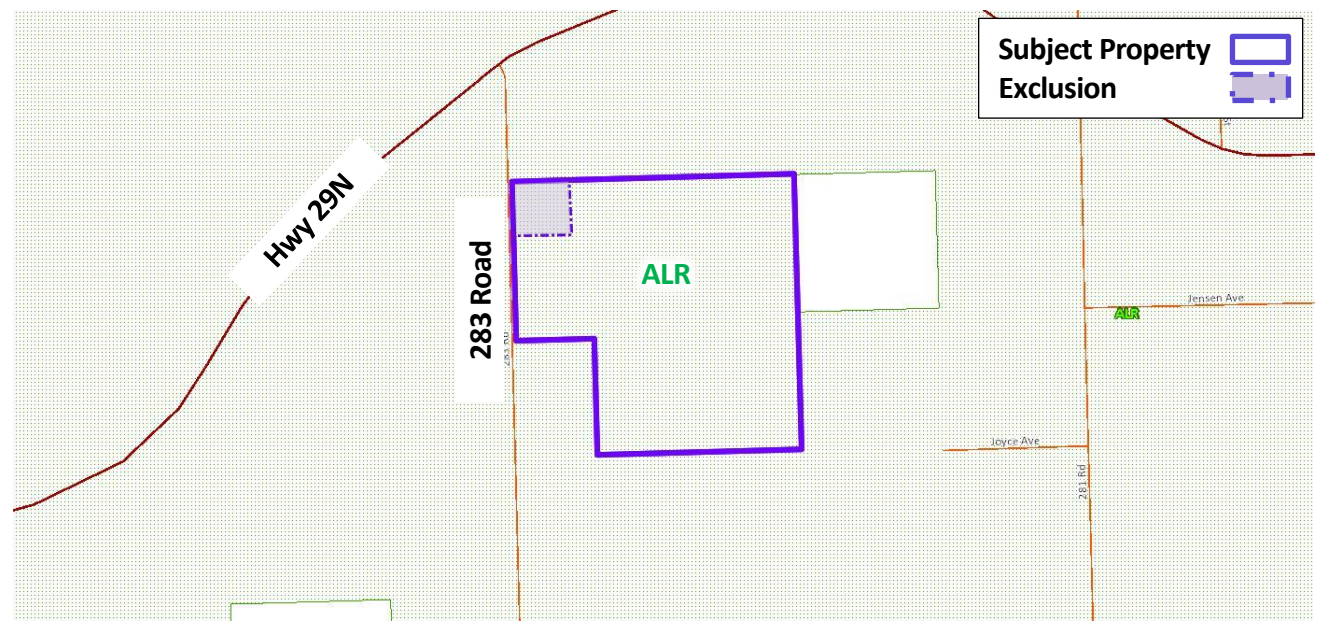
Agriculture (AG)



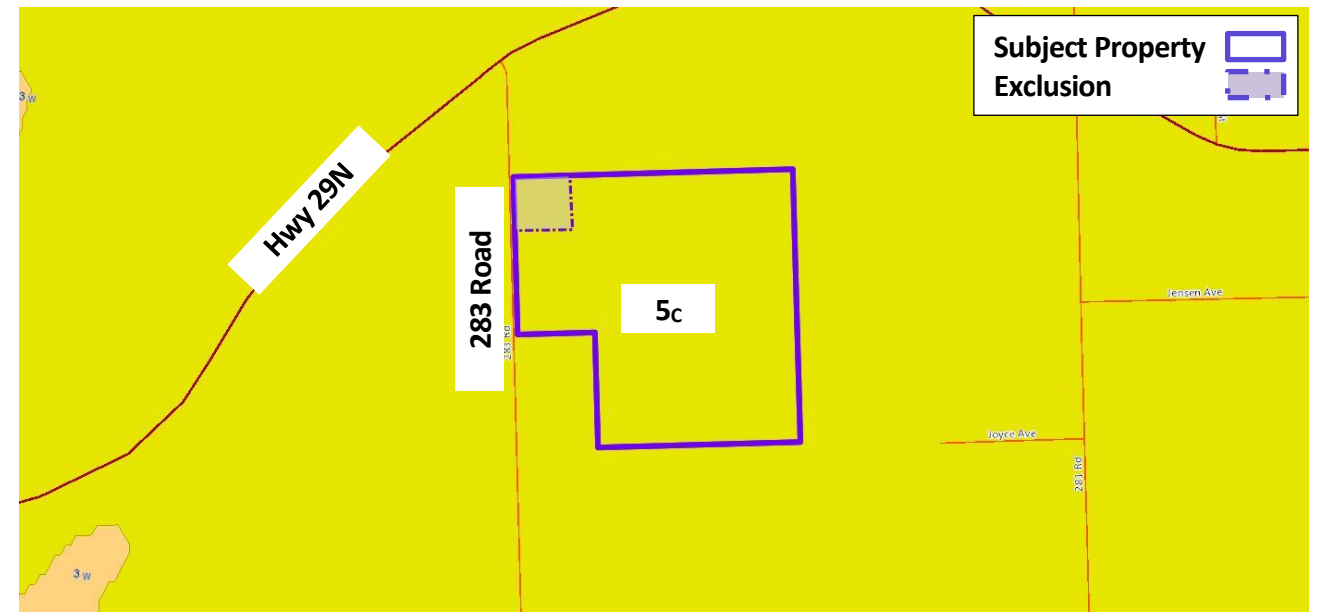
PRRD Zoning Bylaw No. 1343, 2001: Large Agricultural Holdings Zone (A-2) & Residential 4 Zone (R-4)



Agricultural Land Reserve: Within



CLI Soil Classification: 5c



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 61046

Application Status: Under LG Review

Applicant: June Elaine Brown

Agent: Tryon Land Surveying

Local Government: Peace River Regional District

Local Government Date of Receipt: 07/24/2020

ALC Date of Receipt: This application has not been submitted to ALC yet.

Proposal Type: Exclusion

Proposal: The applicant would like to exclude and subdivide the 4ha homesite, then sell the larger remainder of the parcel to her daughter. Her daughter breeds horses and would like to return to the Peace area to continue this.

Agent Information

Agent: Tryon Land Surveying



Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple

Parcel Identifier: 017-324-572

Legal Description: The North West 1/4, Section 22, Township 84, Range 20, W6M, Peace River District

Parcel Area: 55.1 ha

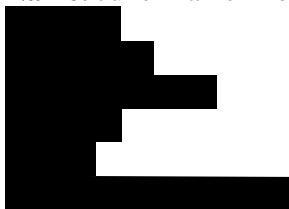
Civic Address: 13395 283 Road, Charlie Lake

Date of Purchase: 06/09/2003

Farm Classification: No

Owners

1. **Name:** June Elaine Brown



Current Use of Parcels Under Application

1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).

None. It was used for oats in the past.

2. Quantify and describe in detail all agricultural improvements made to the parcel(s).

Approximately 25.3ha has been cleared for agriculture. The whole quarter has been fenced. There is a corral also.

3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).

Residence of owner since 1974, larger storage shop, power house, smaller storage sheds, well house, 2nd old house in bad repair (uninhabitable), small cabin, treed but no logging.

Adjacent Land Uses

North

Land Use Type: Other

Specify Activity: wooded, some haying and pasture

East

Land Use Type: Other

Specify Activity: residential, wooded, small farms

South

Land Use Type: Other

Specify Activity: wooded, residential

West

Land Use Type: Other

Specify Activity: wooded

Proposal

1. How many hectares are you proposing to exclude?

4 ha

2. What is the purpose of the proposal?

The applicant would like to exclude and subdivide the 4ha homesite, then sell the larger remainder of the parcel to her daughter. Her daughter breeds horses and would like to return to the Peace area to continue this.

3. Explain why you believe that the parcel(s) should be excluded from the ALR.

Excluding the homesite from the ALR will facilitate its subdivision, which will then allow the larger remainder to be owned by the applicant's daughter who would use the land to run horses.

Applicant Attachments

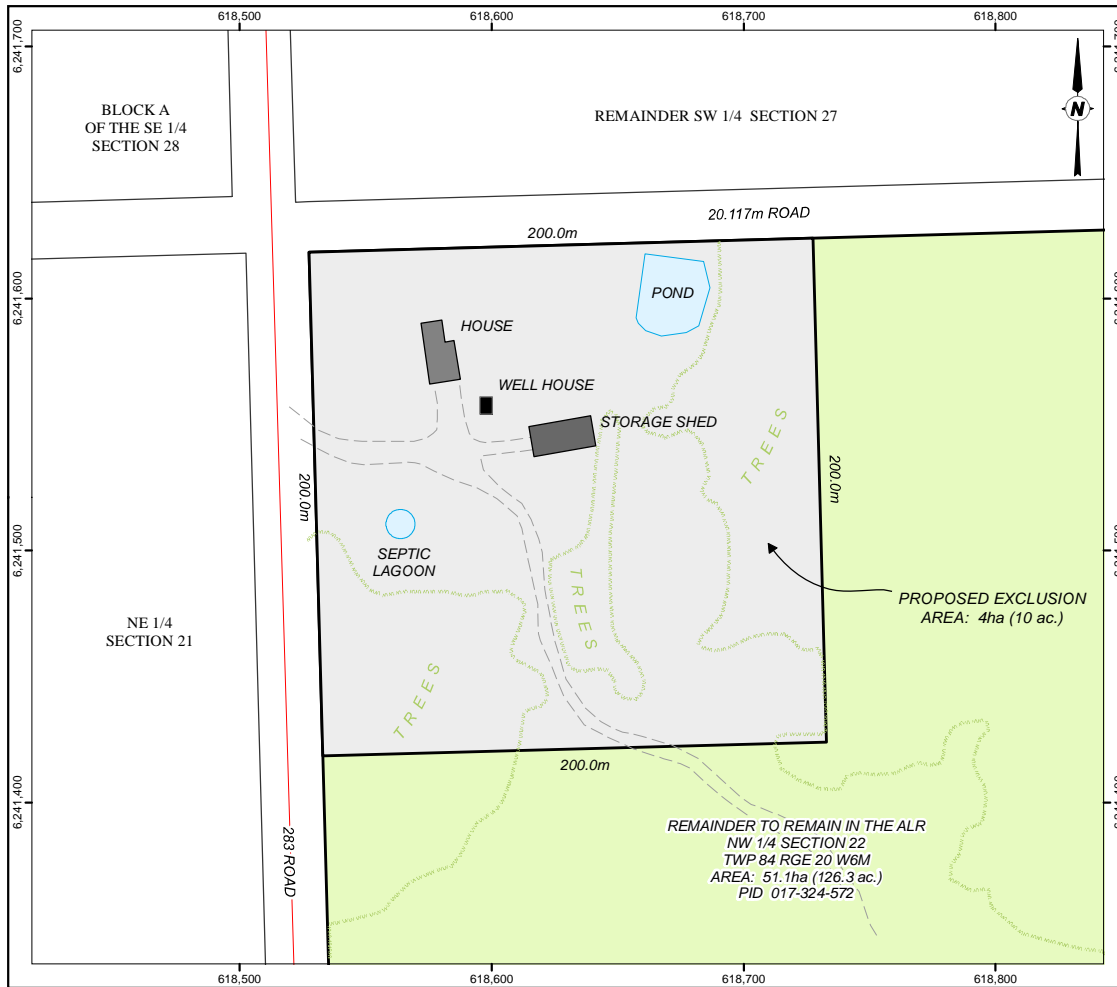
- Agent Agreement - Tryon Land Surveying
- Proof of Serving Notice - 61046
- Proof of Advertising - 61046
- Proof of Signage - 61046
- Proposal Sketch - 61046
- Certificate of Title - 017-324-572

ALC Attachments

None.

Decisions

None.



JUNE ELAINE BROWN

PROPOSED ALR EXCLUSION OF PART OF NW 1/4 SECTION 22 TOWNSHIP 84 RANGE 20 W6M PEACE RIVER DISTRICT EXCEPT PLAN BCP28817

BCGS: 94A.025, 94A.035 NTS: 94A/06

1:1,500

0 25 50 75 m

Projection UTM Zone 10 NAD 83
Map to scale when plotted on a page 280mm x 432mm (B size)

Date: 2020/07/02

REMAINDER SW 1/4 SECTION 27

20.117m ROAD

PROPOSED EXCLUSION

REMAINDER WITHIN ALR NW 1/4 SECTION 22 TWP 84 RGE 20 W6M AREA: 51.1ha (126.3 ac.) PID 017-324-572

283 ROAD

25m ROAD

LOT 7 PLAN EPP32473

1:10,000

TRYON
PROFESSIONAL GROUP

TRYON LAND SURVEYING LTD.

Fort St John 250-262-0031
www.TryonGroup.ca
Dawson Creek 250-782-5868

Job: 200018-4-1

Michael Blatz

From: Chair Brad Sperling
Sent: Friday, August 14, 2020 9:24 AM
To: Planning Department
Cc: PRRD_Internal
Subject: Re: PRRD File No. 20-005-ALREx

Ok to proceed

From: Planning Department
Sent: Thursday, August 6, 2020 10:29:04 AM
To: Chair Brad Sperling
Cc: PRRD_Internal
Subject: PRRD File No. 20-005-ALREx

Good morning Chair Sperling,

Please review the attached documents regarding an ALR Exclusion application in Electoral Area C. If you have any comments, please submit them by August 20, 2020.

Best,

Development Services

Phone: **250-784-3200** | planning@prrd.bc.ca | www.prrd.bc.ca

Peace River Regional District



PEACE RIVER REGIONAL DISTRICT



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REPORT

To: Chair and Directors

Report Number: DS-BRD-056

From: Shawn Dahlen, Chief Administrative Officer

Date: August 31, 2020

Subject: Application for Subdivision within the ALR, PRRD File No. 20-011-ALRSub ALC ID 61016

OPTIONS: [Corporate Unweighted]

1. That the Regional Board support ALR Subdivision application 20-011-ALRSub (ALC ID 61016), to subdivide the property identified as PID 014-927-632 into two \pm 63.9 ha lots, and authorize the application to proceed to the Agricultural Land Commission.
2. That the Regional Board respectfully refuse authorization for ALR Subdivision application 20-011-ALRSub (ALC ID 61016), to subdivide the property identified as PID 014-927-632 into two \pm 63.9 ha lots, to proceed to the Agricultural Land Commission.

BACKGROUND/RATIONALE:

Proposal

To subdivide the subject property into two \pm 63.9 ha (157.9 ac) lots.

File/Site Details

Owner: Jeff Lucas
Area: Electoral Area B
Location: Buick area
Legal: The North $\frac{1}{2}$ of District Lot 2974 Peace River District except the West 24.384 metres
PID: 014-927-632
Civic Address: 18683 Aitken Creek Road
Lot Size: 127.8 ha (315.7 ac)

Official Community Plan (OCP)

Pursuant to PRRD Rural Official Community Plan Bylaw No. 1940, 2011, the property is designated Agriculture-Rural. Land within this designation should generally be used for agriculture and businesses compatible with agriculture. The minimum parcel size should be 63 ha (155 ac).

Therefore, the proposed subdivision is consistent with the OCP.

Land Use Zoning

Pursuant to PRRD Zoning Bylaw No. 1000, 1996, the property is zoned A-2 (Large Agricultural Holdings Zone). Permitted uses in this zone include agriculture, residential, and hunting. The minimum parcel size is 63 ha (155 ac).

Therefore, the proposed subdivision complies with the zoning regulations.

Fire Protection Area

The property is outside all fire protection areas.

Mandatory Building Permit Area

The property is outside the Mandatory Building Permit Area.

Development Permit Areas

The property is outside all Development Permit Areas.

Development Cost Charge Area

The property is outside the Development Cost Charge Area.

School District 60 School Site Acquisition Charge Area

The property is within the School Site Acquisition Charge Area, and the fee of \$1000/new lot must be paid prior to subdivision approval.

ALTERNATIVE OPTIONS:

1. That the Regional Board support ALR Subdivision application 20-011-ALRSub (ALC ID 61016), to subdivide the property identified as PID 014-927-632 into two \pm 63.9 ha lots, and authorize the application to proceed to the Agricultural Land Commission with recommended conditions of approval.
2. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

The Regional Board's decision will be communicated to the agent.

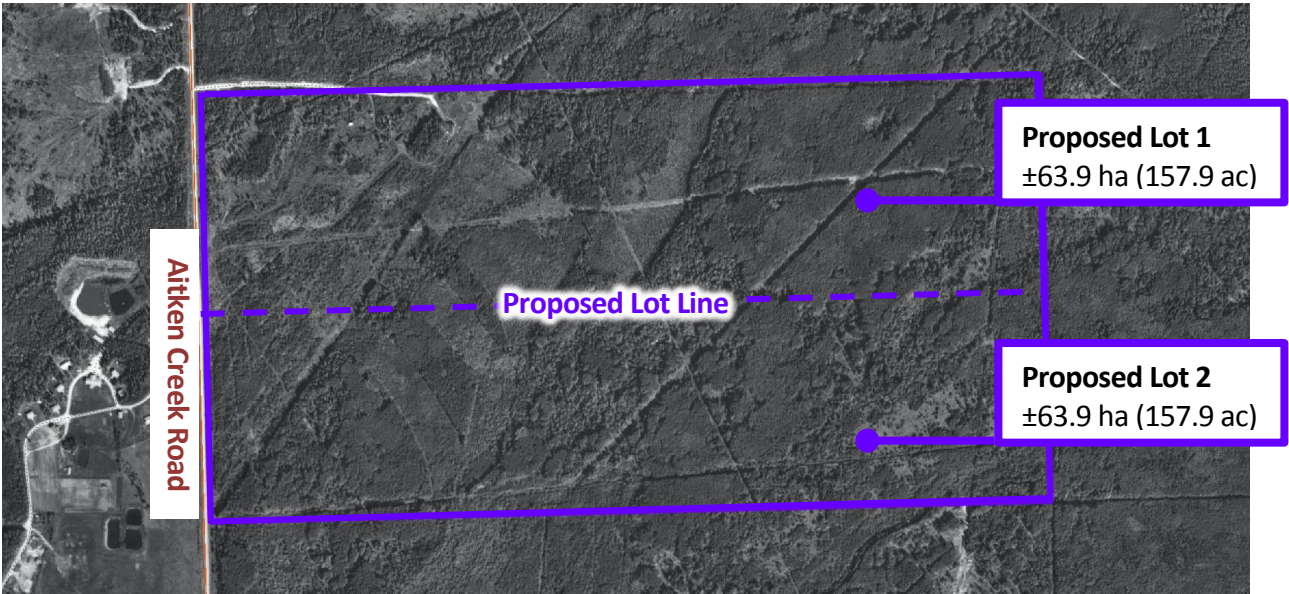
OTHER CONSIDERATION(S):

None at this time.

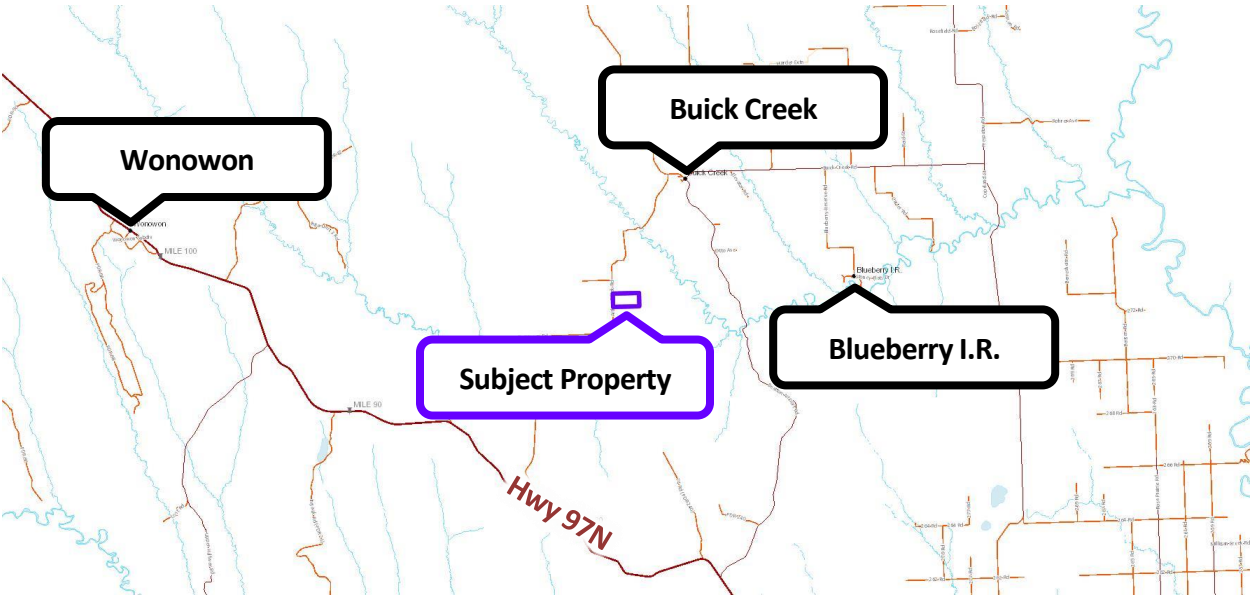
Attachments:

1. Maps
2. ALC Application (ALC ID 61016)
3. Comments from Electoral Area Director

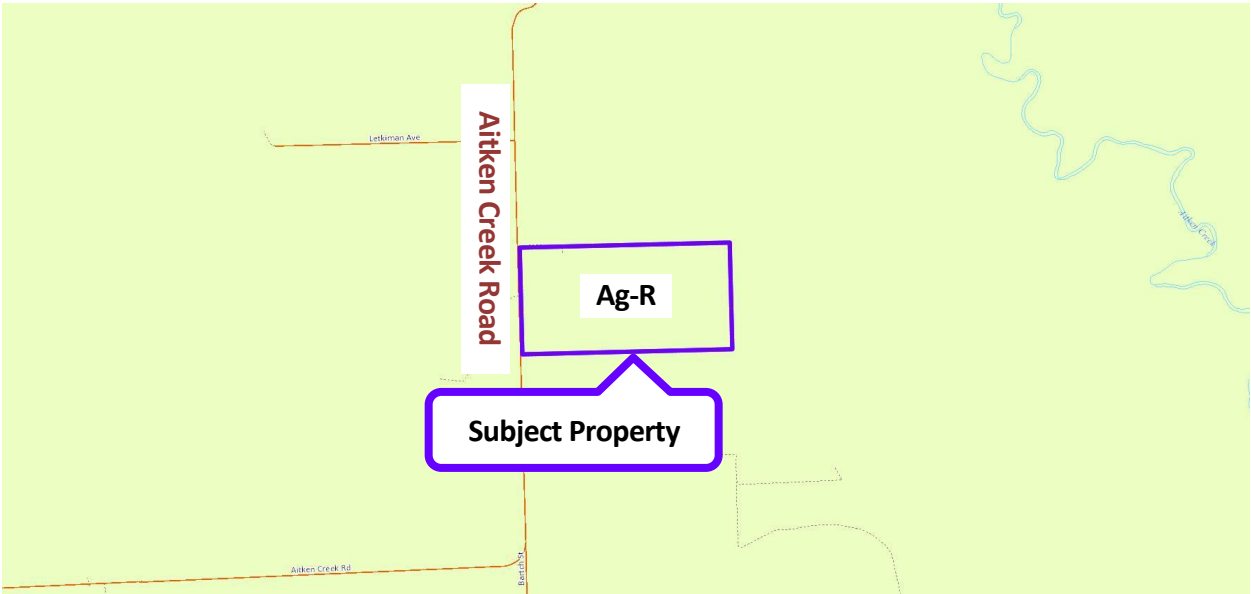
Proposal



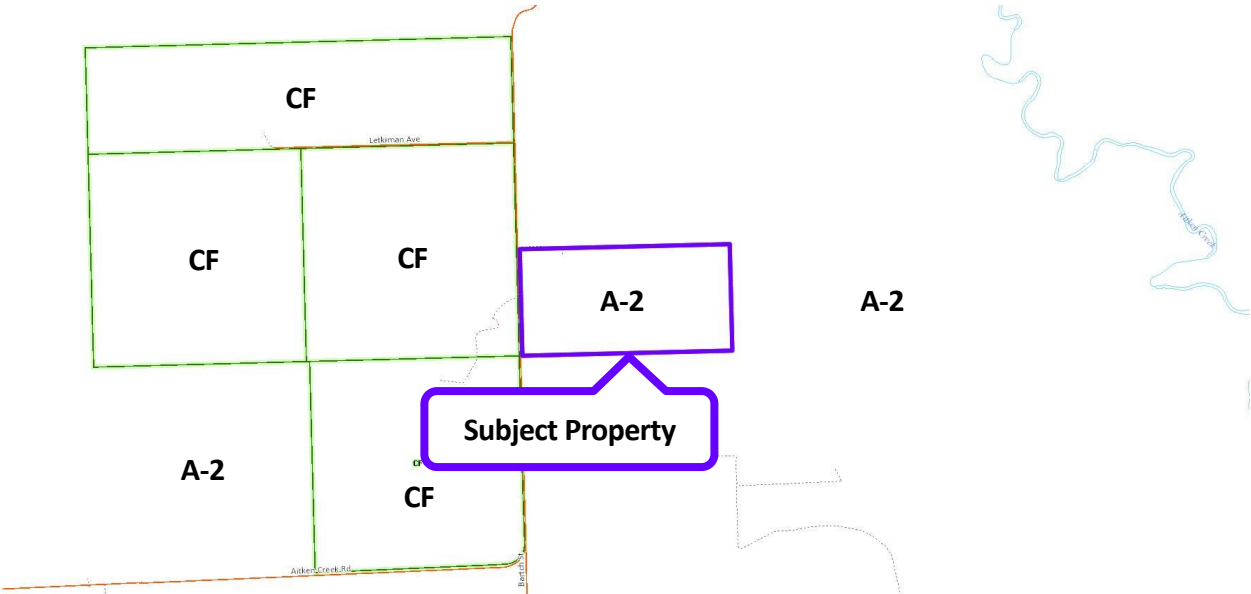
Location: Buick area



PRRD Rural Official Community Plan Bylaw No. 1940, 2011: Agriculture-Rural (Ag-R)



PRRD Zoning Bylaw No. 1000, 1996: Large Agricultural Holdings Zone (A-2)



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 61016

Application Status: Under LG Review

Applicant: Jeff Lucas

Local Government: Peace River Regional District

Local Government Date of Receipt: 06/28/2020

ALC Date of Receipt: This application has not been submitted to ALC yet.

Proposal Type: Subdivision

Proposal: Subdivide a parcel for a friend to buy.



Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple

Parcel Identifier: 014-927-632

Legal Description: N 1/2 OF DL 2974 PEACE RIVER EXC THE W 24.384 M

Parcel Area: 127.8 ha

Civic Address: 18683 Aitken Creek road

Date of Purchase: 12/15/2011

Farm Classification: No

Owners

1. **Name:** Jeff Lucas



Current Use of Parcels Under Application

1. **Quantify and describe in detail all agriculture that currently takes place on the parcel(s).**

None

2. Quantify and describe in detail all agricultural improvements made to the parcel(s).

None

3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).

some quadding and hunting. Partially logged.

Adjacent Land Uses

North

Land Use Type: Unused

Specify Activity: crown

East

Land Use Type: Unused

Specify Activity: crown

South

Land Use Type: Agricultural/Farm

Specify Activity: grazing land

West

Land Use Type: Residential

Specify Activity: houses/hay fields/cattle

Proposal

1. Enter the total number of lots proposed for your property.

63.9 ha

63.9 ha

2. What is the purpose of the proposal?

Subdivide a parcel for a friend to buy.

3. Why do you believe this parcel is suitable for subdivision?

It has main road access and is the proper size for my area.

4. Does the proposal support agriculture in the short or long term? Please explain.

Long term. It needs to be stumped and worked over.

5. Are you applying for subdivision pursuant to the ALC Homesite Severance Policy? If yes, please submit proof of property ownership prior to December 21, 1972 and proof of continued occupancy in the "Upload Attachments" section.

No

Applicant Attachments

- Proposal Sketch - 61016

- Certificate of Title - 014-927-632

ALC Attachments

None.

Decisions

None.

↑
N - Blue : Existing boundary
Red : proposed subdivided lot



Michael Blatz

From: Planning Department
Sent: Thursday, August 20, 2020 8:37 AM
To: Michael Blatz
Subject: FW: PRRD File No. 20-011-ALRSub

From: Director Karen Goodings <karen.goodings@prrd.bc.ca>
Sent: Wednesday, August 19, 2020 4:50 PM
To: Planning Department <planning@prrd.bc.ca>
Cc: PRRD_Internal <prrd.internal@prrd.bc.ca>
Subject: Re: PRRD File No. 20-011-ALRSub

I support this application to proceed to the ALC.

From: Planning Department
Sent: Monday, August 17, 2020 2:30 PM
To: Director Karen Goodings
Cc: PRRD_Internal
Subject: PRRD File No. 20-011-ALRSub

Good afternoon Director Goodings,

Please review the attached documents regarding an ALR Subdivision application in Area B. If you have any comments, please submit them by August 31, 2020.

Best,

Development Services

Phone: 250-784-3200 | planning@prrd.bc.ca | www.prrd.bc.ca

Peace River Regional District



PEACE RIVER REGIONAL DISTRICT



IMPORTANT: The information transmitted herein is confidential and may contain privileged or personal information. It is intended solely for the person or entity to which it is addressed. Any review, re-transmission, dissemination, taking of any action in reliance upon, or other use of this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please notify the sender and delete or destroy all digital and printed copies.



REPORT

To: Chair and Directors

Report Number: DS-BRD-066

From: Shawn Dahlen, Chief Administrative Officer

Date: August 31, 2020

Subject: Temporary Use Permit No. 20-002

RECOMMENDATION: [Corporate Unweighted]

That the Regional Board authorize the issuance of Temporary Use Permit No. 20-002, to allow a ±12.16 ha area of Units 19 & 29 Block, Group 93-P-11, Peace River District, to be used as a pipeline construction stockpile site and laydown yard for a three year term, expiring September 10, 2023.

BACKGROUND/RATIONALE:

Proposal

To allow for a ±12.16 ha stockpile site and laydown yard to be used by Coastal GasLink to support pipeline construction activities for a period of three years.

File Details

Agent: Coastal GasLink Pipeline Ltd.
Area: Electoral Area E
Location: Lone Prairie
Legal: Units 19 & 29 Block, Group 93-P-11 Peace River District
Lot Size: Unsurveyed Crown land

Site Context

The proposed site is situated within the Lone Prairie area, approximately 16 km south of the District of Chetwynd and along Lone Prairie Road. The proposed stockpile site is surrounded by un-surveyed Crown land.

Site Features

Land

Based on aerial photos, the site appears to be forested.

Structures

There are no structures located on the proposed site.

Access

The proposed site is accessed via Lone Prairie Road.

CLI Soil Rating

Soil on the property is a combination of 7⁸_{tp}6²_t. Class 7 soils have no capacity of arable culture or permanent pasture. Class 6 soils are capable only for producing perennial forage crops and improvement practices are not feasible.

Staff Initials:

Dept. Head:

CAO: *Shawn Dahlen*

Page 1 of 4

Comments & ObservationsApplicant

Coastal GasLink Pipeline Ltd. intends to use the proposed site for a temporary stockpile site and laydown yard for pipeline construction activities. Materials associated with these uses can include pipe truck/trailers, cranes, bulldozers, excavators, front-end loaders, pickup truck, water trucks, fuel trucks, side booms, tractor-trailers, and delivery vehicles.

Agricultural Land Reserve (ALR)

The proposed site is outside the Agricultural Land Reserve.

Official Community Plan (OCP)

The proposed site is designated as Agriculture-Rural within the PRRD Rural Official Community Plan, Bylaw No. 1940, 2011, within which agricultural is the principle use of land. Section 18 Policy 1 states Temporary Use Permits may be considered throughout the entire OCP area.

In addition, the proposed site is contained within the Preservation Area, which identifies areas in which there may be natural hazards (such as flooding, landslides or wildfires). Section 17 Policy 1 states that as areas become known and verified as hazardous, that development be directed away from these areas or managed in a manner that reduces risk to life or damage to property.

Therefore, the proposal is consistent with the Official Community Plan.

Land Use Zoning

The subject property is zoned A-2 (Large Agricultural Holdings Zone) pursuant to PRRD Zoning Bylaw No. 506, 1986. Within this zone, oil or gas production, storage, transmission or exploration are permitted.

The proposal, if approved, would comply with the policies within this Zoning Bylaw.

Fire Protection Area

The subject property is outside all Fire Protection Areas.

Mandatory Building Permit Area

The subject property is outside all Mandatory Building Permit Areas.

Development Permit Area

The subject property is outside all Development Permit Areas.

Waiver/Security

The subject property is located on Crown land, and as part of the Crown Land Application authorization, the Oil and Gas Commission (OGC) has identified various restrictions and conditions on the land that they require. Therefore, the PRRD requested neither a security nor a waiver for this TUP. Following the conclusion of the use of this site as a stockpile and laydown yard, the applicant has committed to meeting the conditions that have been identified by the OGC in the application, and which will be the responsibility of the OGC to enforce and confirm upon completion of the use of the Crown land.

Impact Analysis

Context

The proposed site is in an area that has not been previously developed.

Population & Traffic

No changes to population are anticipated.

Possible traffic impacts have been raised, particularly with regards to site activities and vehicle traffic; including school buses, along Lone Prairie Road. A high level Traffic Management Plan for the entire project, prepared in September, 2019, was provided after the referral period for this TUP concluded. However, it does not address the specific concerns raised for this proposed site. In follow-up conversations with the applicant, it was noted that no traffic plan has been specifically developed for the Lone Prairie Road, but the applicant has indicated that the overarching Traffic Management Plan will be adhered to. In addition, the applicant has indicated that the contractor will escort school buses along the Lone Prairie route to mitigate any increases in traffic where possible.

Sewage & Water

There is no sewage disposal or water supply necessary for the proposed project.

Comments Received from Municipalities & Provincial Agencies

Northern Health

Has no objections provided that the proponent must not cause a health hazard during construction and operation of stockpile at the proposed site.

Ministry of Transportation and Infrastructure

While the Ministry did not see the recently submitted Traffic Management Plan (September 2019) as part of the referral, as it was provided after the fact, the Ministry had no objections to this application.

Chetwynd Fire Department

No objections.

Comments Received from the Public

Public notification was issued in accordance with the *Local Government Act*. At the time of finalizing this report, no comments from the public had been received. Should any be submitted prior to the September 10, 2020 Board Meeting, they will be reported verbally and attached as late items to the report as an addendum to the Agenda.

Summary of Procedure

In preparation for consideration of Temporary Use Permit No. 20-002, Development Services staff conducted the following activities in accordance with the *Local Government Act*:

- September 3, 2020 Notice on intent to consider advertised in the Northern Horizon
- September 4, 2020 Notice of intent to consider advertised in Chetwynd Coffee Talk Express

ALTERNATIVE OPTIONS:

1. That the Regional Board respectfully refuse Temporary Use Permit No. 20-002, to allow a ±12.16 ha area of Units 19 & 29 Block, Group 93-P-11, Peace River District, to be used as a pipeline construction stockpile site and laydown yard for a three year term, expiring September 10, 2023.
2. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

The outcome of the Regional Board's decision will be communicated to the applicant.

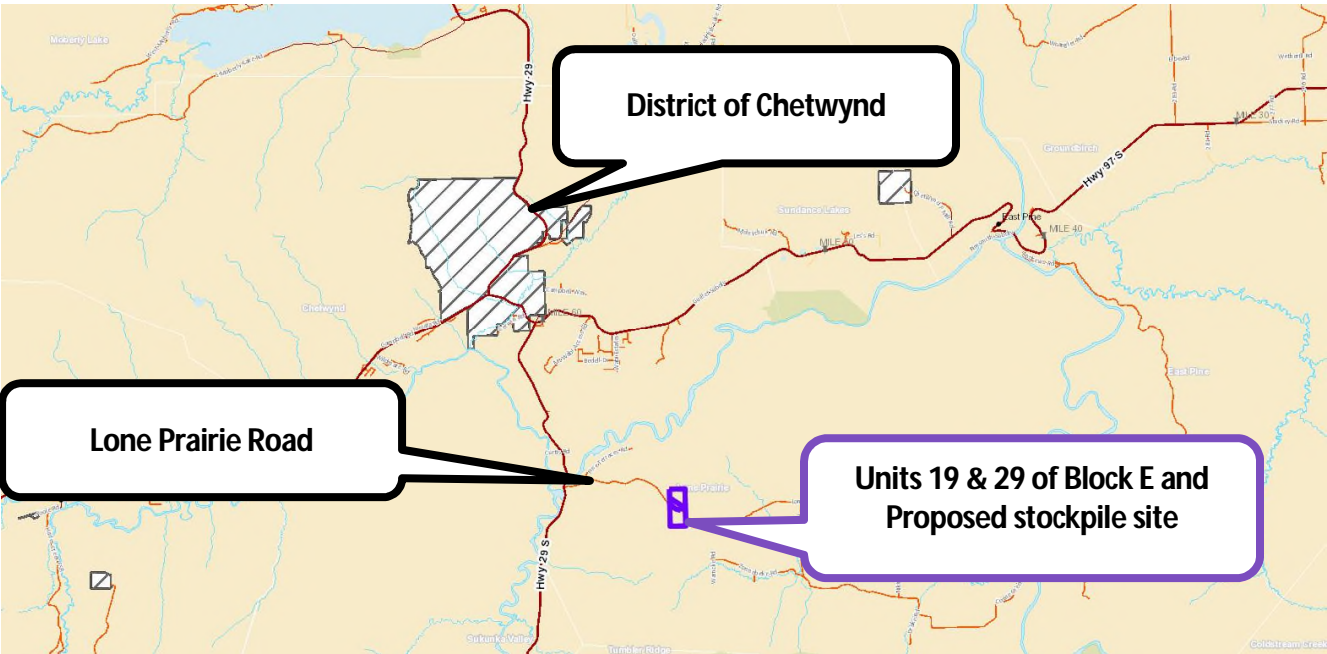
OTHER CONSIDERATION(S):

None at this time.

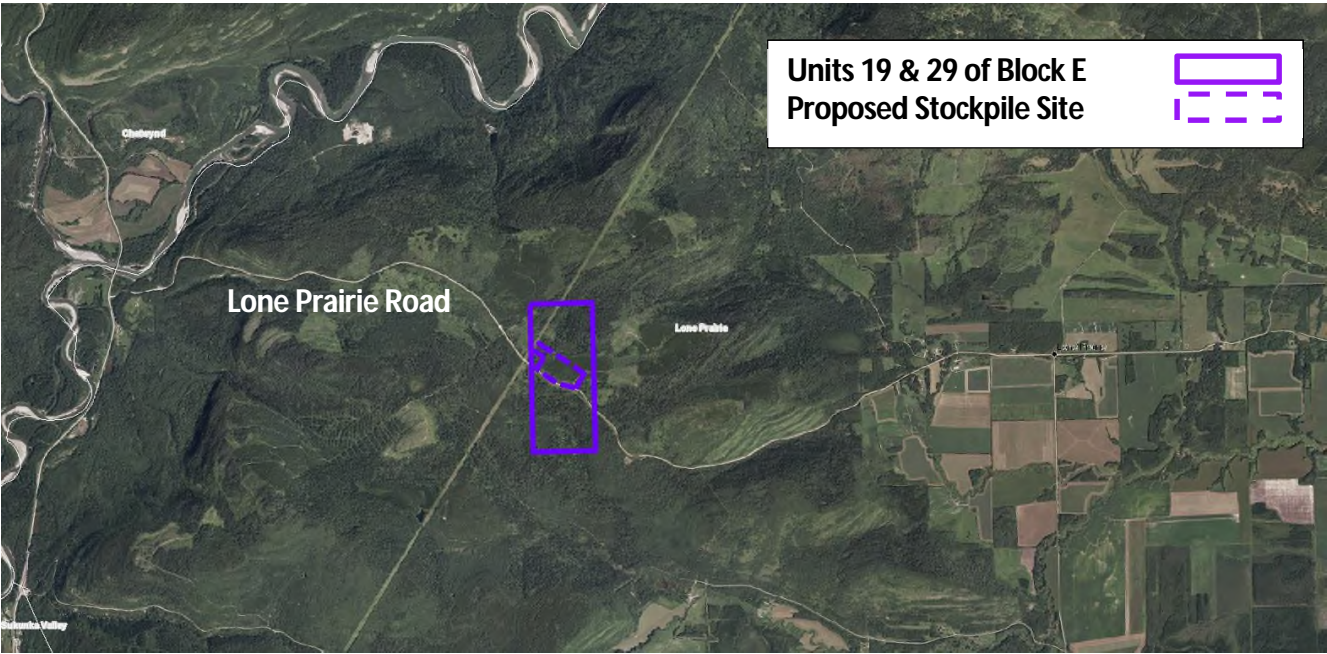
Attachments:

1. Maps
2. Application
3. Comments Received from Municipalities & Provincial Agencies
4. Comments Received from Electoral Area Director
5. Public Notification for Temporary Use Permit No. 20-002
6. Draft Temporary Use Permit No. 20-002

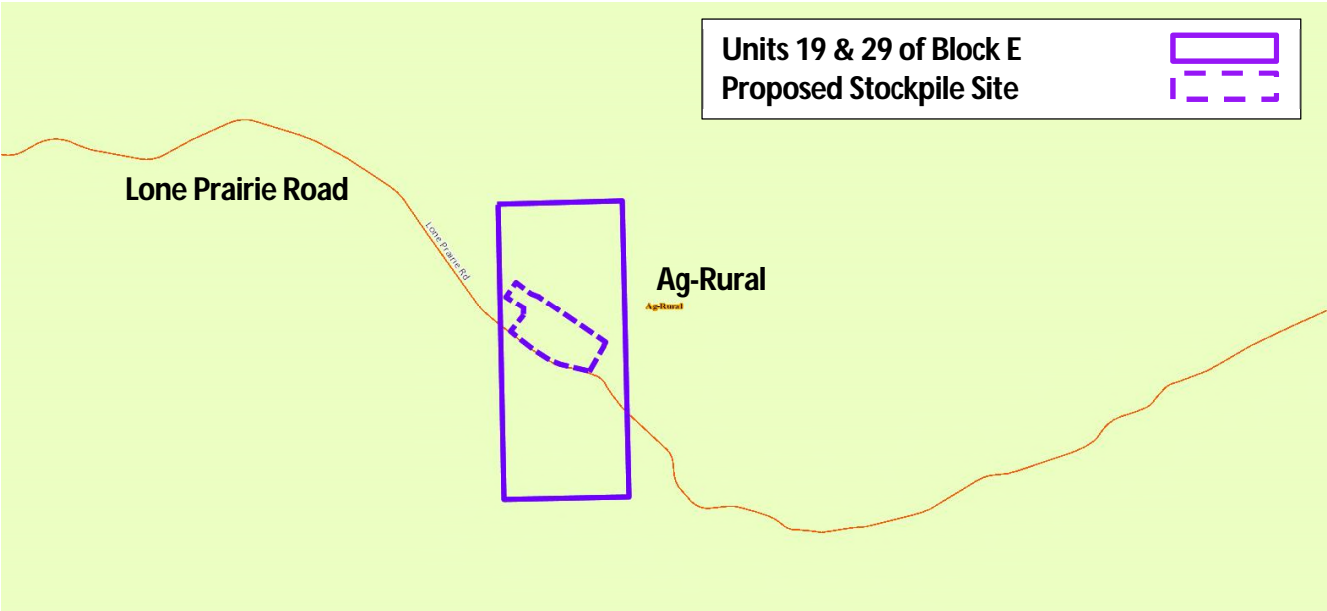
Location: Lone Prairie area



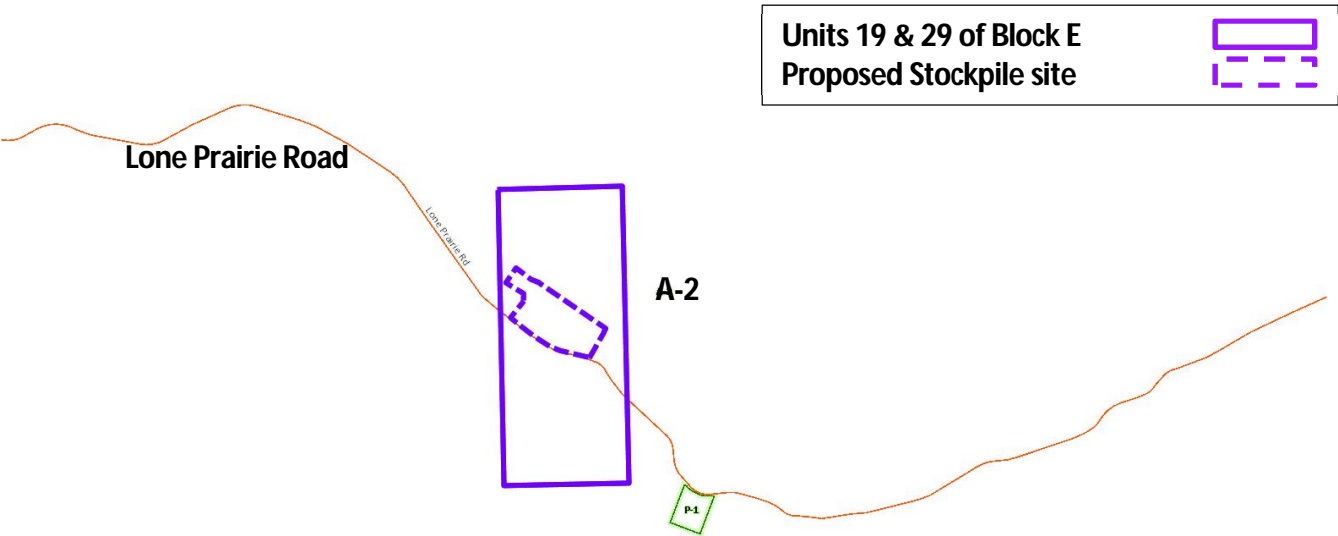
Aerial imagery



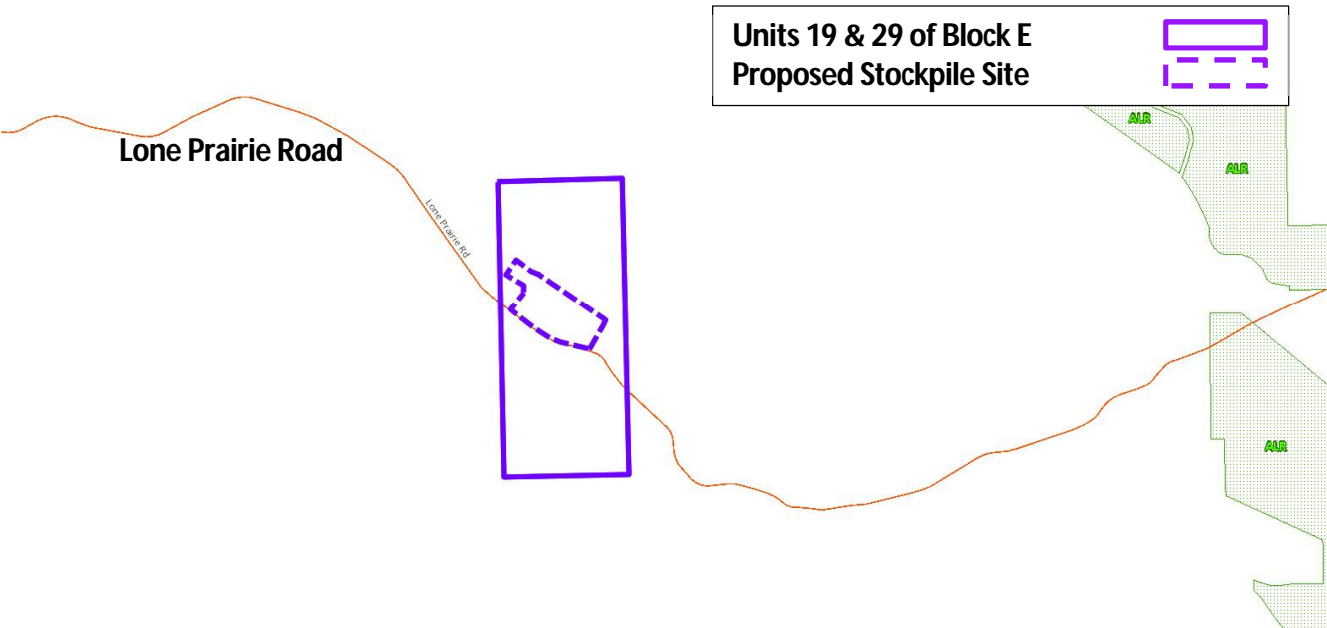
PRRD Rural Official Community Plan Bylaw No. 1940, 2011: Agriculture-Rural



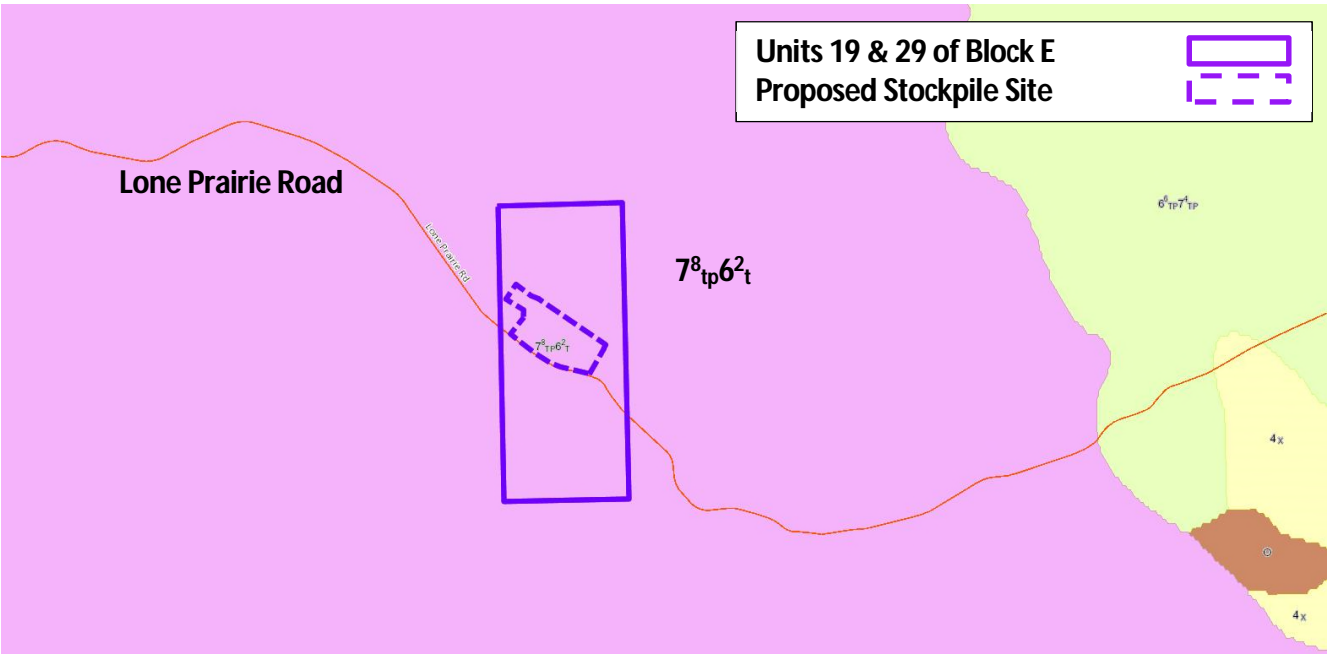
PRRD Zoning Bylaw No. 506, 1986: Large Agricultural Holdings Zone (A-2)



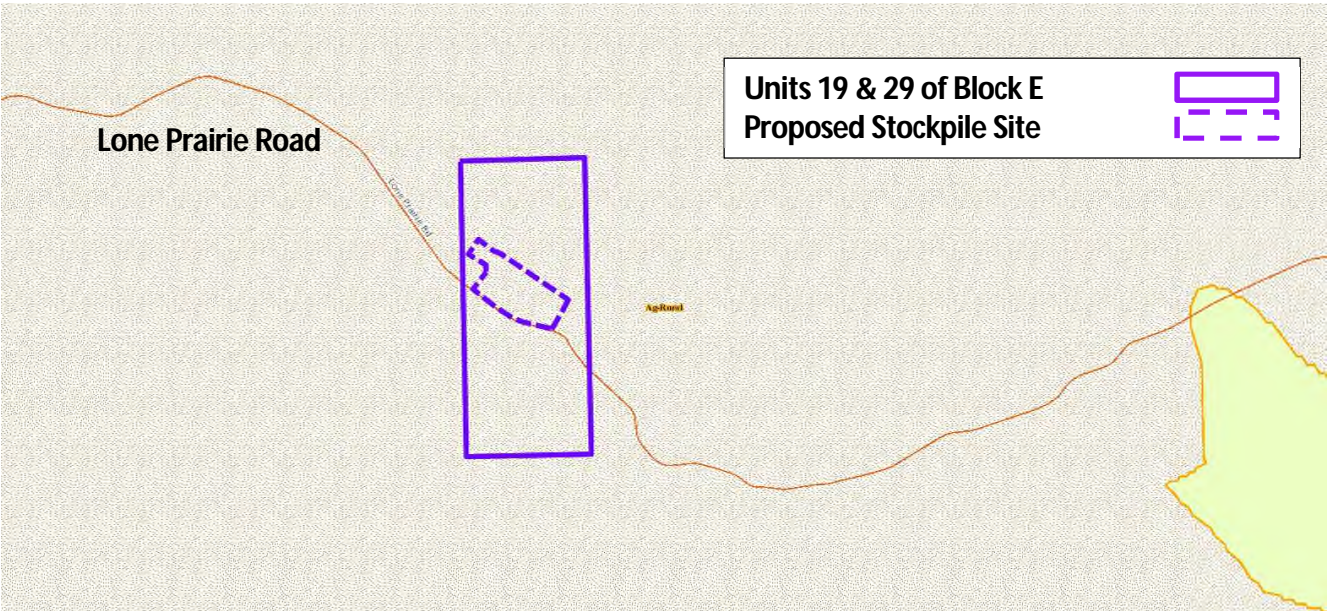
Agricultural Land Reserve: Outside



CLI Soil Classification: $7^8_{tp}6^2_t$



Preservation Area: Within





PEACE RIVER REGIONAL DISTRICT

DAWSON CREEK 1981 Alaska Avenue (Box 810), Dawson Creek, BC (T) 250-784-3200..(F) 250-784-3201
FORT ST. JOHN 9505 100TH Street, Fort St. John, BC V1J 4N4 (T) 250-785-8084 (F) 250-785-1125
[Toll Free: 1-800-670-7773]

Receipt # _____

Application for Development

1. TYPE OF APPLICATION

	FEE
<input type="checkbox"/> Official Community Plan Bylaw Amendment	\$ 1,000.00
<input type="checkbox"/> Zoning Bylaw Amendment	650.00
<input type="checkbox"/> Official Community Plan / Zoning Bylaw Amendment combined	1,050.00
<input checked="" type="checkbox"/> Temporary Use Permit	350.00
<input type="checkbox"/> Development Permit	165.00
<input type="checkbox"/> Development Variance Permit	165.00
<input checked="" type="checkbox"/> Sign requirement	150.00

In regard to applications for:

- i) an official community plan and/or zoning bylaw amendment;
- ii) temporary use permit;

Sign provided by the PRRD and sign posted pursuant to Section 8 of Bylaw No. 2165, 2016, **attached**.

2. PLEASE PRINT

Property Owner's Name	Authorized Agent of Owner (if applicable) Coastal GasLink Pipeline Ltd.
Address of Owner	Address of Agent Box 1000 Station "M" 450 - 1st Street
City/Town/Village	City/Town/Village Calgary, Alberta
Postal Code	Postal Code T2P 5H1
Telephone Number:	Telephone Number: [REDACTED]
Fax Number:	Fax Number:
E-mail:	E-mail: [REDACTED]

3. PROPERTY DESCRIPTION

Full legal description of each property under application	Area of each lot
UNITS 19 & 29, BLOCK E, GROUP 93-P-11 Peace River District	12.16 ha./acres
	ha./acres
	ha./acres
TOTAL AREA	12.16 ha./acres

Notice of collection of personal information:

Personal information on this form is collected for the purpose of processing this application. The personal information is collected under the authority of the *Local Government Act* and the bylaws of the PRRD. Documentation/Information submitted in support of this application can be made available for public inspection pursuant to the *Freedom of Information and Protection of Privacy Act*.

4. Civic Address or location of property: UNITS 19 & 29, BLOCK E, GROUP 93-P-11 Peace River District

5. PARTICULARS OF PROPOSED AMENDMENT

Please check the box(es) that apply to your proposal:

- ☐ Official Community Plan (OCP) Bylaw amendment:

Existing OCP designation: _____

Proposed OCP designation: _____

Text amendment: _____

- ☐ Zoning Bylaw amendment:

Existing zone: _____

Proposed zone: _____

Text amendment: _____

- ☐ Development Variance Permit – describe proposed variance request:

- ☒ Temporary Use Permit – describe proposed use:

Temporary 12.16 ha Stockpile Site to support pipeline construction activities.

- ☐ Development Permit: Bylaw No. _____ Section No. _____

6. Describe the existing use and buildings on the subject property:

Unsurveyed Crown Land

7. Describe the existing land use and buildings on all lots adjacent to and surrounding the subject property:

(a) North Existing BC Hydro Power Line R/W Plan PGP36943

(b) East None

(c) South Existing Road Lone Prairie Road (Section 42 Road)

(d) West Existing BC Hydro Power Line R/W Plan PGP36943 & Existing Road Lone Prairie Road (Section 42 Road)

8. Describe the proposed development of the subject property. Attach a separate sheet if necessary:

The proposed stockpile site will be used to support pipeline construction activities. The pipe is typically hauled from the rail siding to the stockpile site,

then hauled to the right-of-way during the pipeline construction, to coincide with the contractor's schedule, providing an efficient delivery system.

This site will need to be accessed and prepared prior to the start of pipe delivery, and utilized until all construction activities have been completed

9. Reasons and comments in support of the application. Attach a separate sheet if necessary:

The stockpile site location has been proposed in an appropriate zoning area

10. Describe the means of sewage disposal for the development:

N/A - Sewage disposal will not be required for the proposed development.

11. Describe the means of water supply for the development:

N/A - Water supply will not be required for the proposed development.

THE FOLLOWING INFORMATION IS REQUIRED. FAILURE TO PROVIDE MAY DELAY YOUR APPLICATION.

12. Proof of ownership of the subject property or properties. (For example: Certificate of State of Title, BC Land Title Office Property Title Search or recent Property Tax Notice.)
13. A Sketch Plan of the subject property or properties, showing:
- (a) the legal boundaries and dimensions of the subject property;
 - (b) boundaries, dimensions and area of any proposed lots (if subdivision is being proposed);
 - (c) the location of existing buildings and structures on the subject property, with distances to property lines;
 - (d) the location of any proposed buildings, structures, or additions thereto, with distances to property lines;
 - (e) the location of any existing sewage disposal systems;
 - (f) the location of any existing or proposed water source.

ADDITIONAL OR MORE DETAILED INFORMATION MAY BE REQUESTED BY THE PEACE RIVER REGIONAL DISTRICT FOLLOWING REVIEW OF YOUR APPLICATION.

If it is necessary for the property boundaries and the location of buildings and structures to be more accurately defined, a plan prepared by a British Columbia Land Surveyor may be required.

15. I / We the undersigned hereby declare that the information provided in this application is complete and is, to the best of my / our knowledge, a true statement of the facts related to this application.

Signature of Owner

Date signed

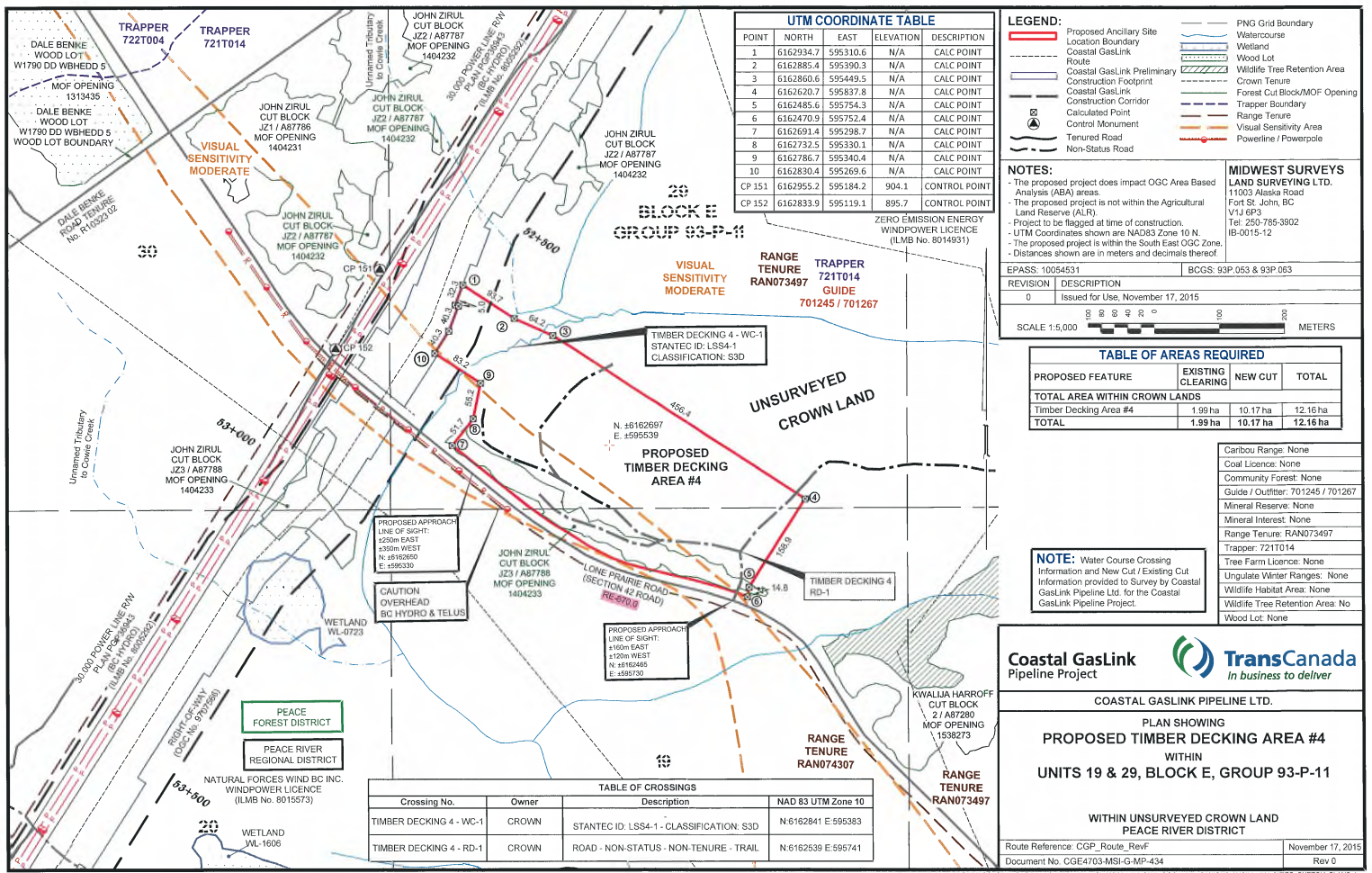
Signature of Owner

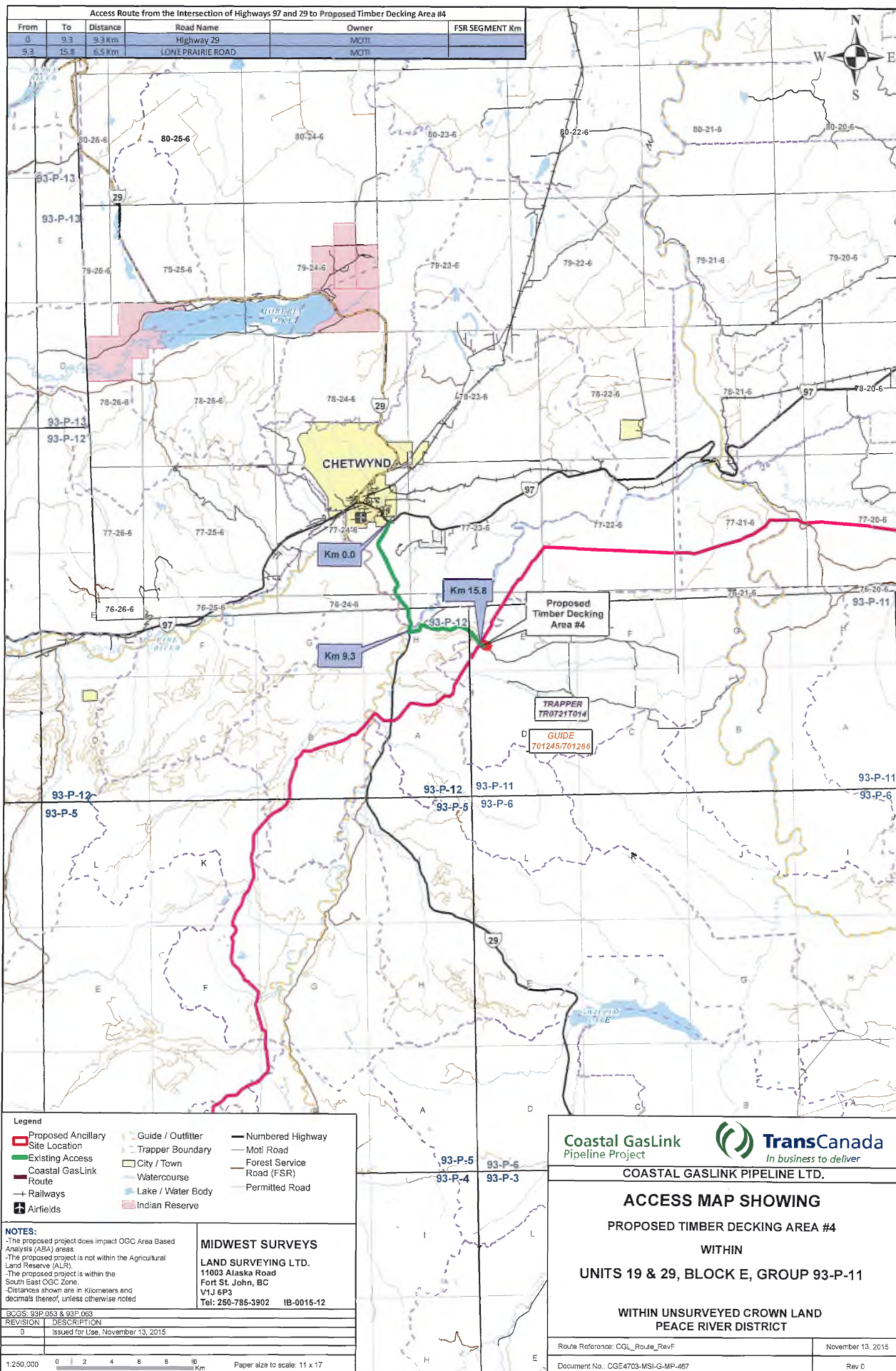
Date signed

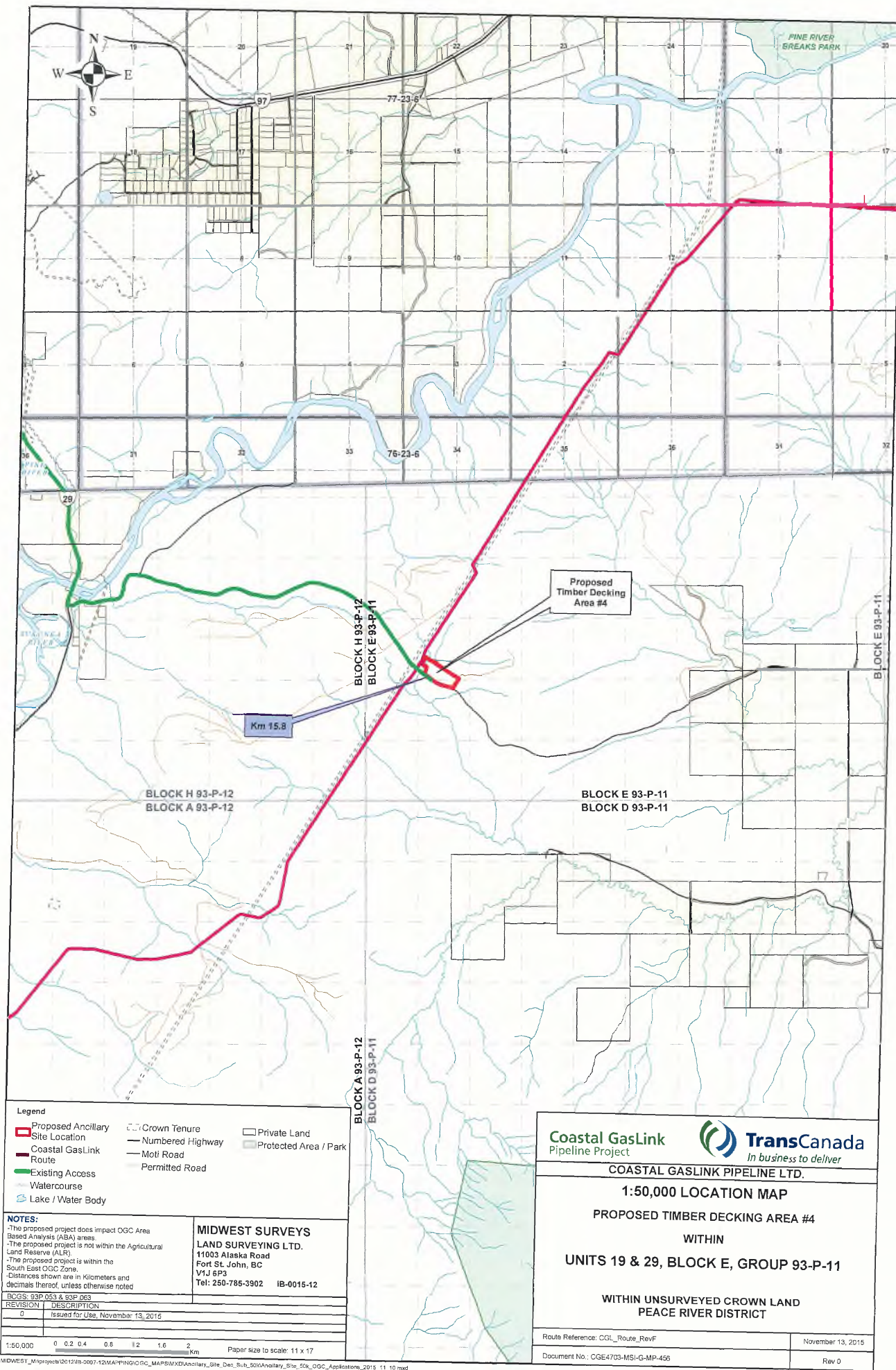
16. **AGENT'S AUTHORIZATION**

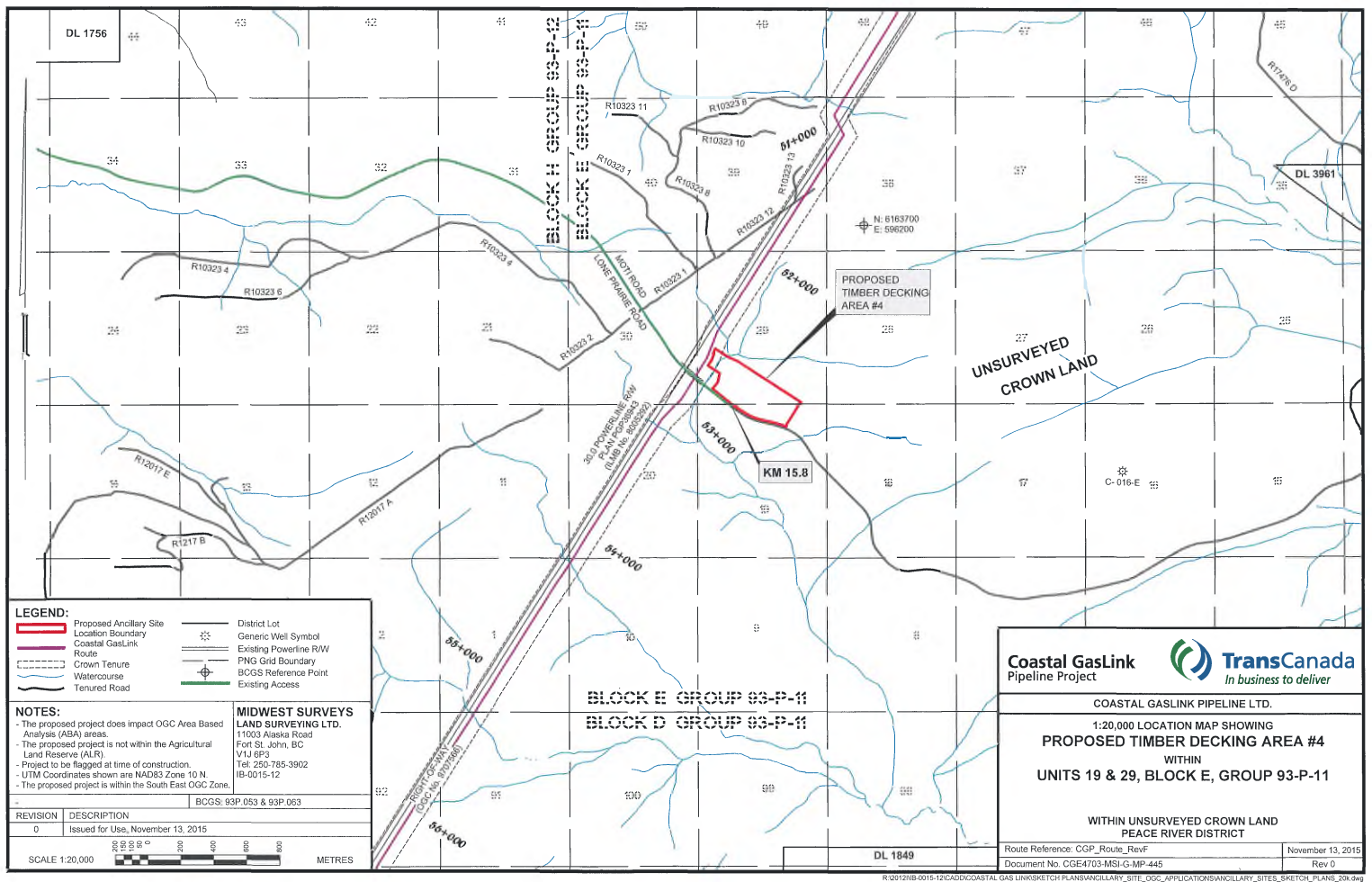
If you have an agent act on your behalf in submission of this application, the following authorization **MUST** be signed by **ALL** property owners.

I / We authorize	and	hereby
(name) application.	to act on my/our behalf regarding this	
Agent address:		
Telephone:	Fax:	Email:
Signature of Owner:	Date:	
Signature of Owner:	Date:	











June 19, 2017

Coastal GasLink Pipeline Ltd.
450 – 1st Street SW
Calgary, Alberta
T2P 5H1

Attention: Joey Reimann

RE: Determination of Application for CGL Timber Decking Area Site #4 (OGC Legacy File #9643754)

Permit Holder: Coastal GasLink Pipeline Ltd.
Date of Issuance: June 19, 2017
Effective Date: June 19, 2017
Application Submitted Date: December 21, 2015
OGC Legacy File #: 9643754
Approved Disturbance Footprint: 12.16ha

ACTIVITIES APPROVED

Associated Oil & Gas Activity No.: 9643754	Type: Timber Decking Area
Changes In and About a Stream: WC-1	

GENERAL PERMISSIONS, AUTHORIZATIONS and CONDITIONS

PERMISSIONS

Petroleum and Natural Gas Act

1. The BC Oil and Gas Commission (the "Commission") pursuant to section 138 of the *Petroleum and Natural Gas Act* hereby permits the Permit Holder referenced above to construct and operate a related activity(s) as detailed in Activities Approved table above and the Activity Details table(s) below, when applicable, for the purposes of carrying out oil and gas activities as defined in the *Oil and Gas Activities Act* (OGAA); subject to the conditions set out herein.
2. The permissions and authorizations granted under this permit are limited to the area identified in the areas described in construction plan, document number CGE4703-MSI-G-MP-434, Revision 0, dated November 17, 2015 (the "construction plan"), by Midwest Surveys Land Surveying Ltd. as submitted to the Commission in the permit application dated December 21, 2015; herein after referred to as the 'activity area'.
3. The Commission, pursuant to section 138(1) of the *Petroleum and Natural Gas Act*, hereby permits the occupation and use of any Crown land located within the activity area.
 - a) The permission to occupy and use Crown land expires two years from the date of issuance, unless the Commission has received notice of construction start, or this permit is otherwise extended, suspended, cancelled, surrendered or declared spent.
 - b) The permission to occupy and use Crown land does not entitle the Permit Holder to exclusive possession of the activity area.
 - c) The total disturbance within the activity area must not exceed the total approved disturbance footprint as referenced above.

AUTHORIZATIONS

Forest Act

4. The Commission, pursuant to section 47.4 of the *Forest Act*, hereby authorizes the removal of Crown timber from the activity area under the cutting permits associated with the Master Licence(s) as follows:
 - Master Licence to Cut No.:** M02340
 - Cutting Permit No.:** 19
 - Timber Mark No.:** MTB 716
 - Total New Cut:** 10.17
 - Forest District:** (DPC) Peace Natural Resource District
 - Region:** Interior
5. The cutting permits are deemed spent upon the submission of the post-construction plan or upon either the cancellation or expiry of the activities approved under the permit.

Water Sustainability Act

6. The Commission, pursuant to section 11 of the *Water Sustainability Act*, authorizes the changes in and about a stream, as detailed in the Activities Approved table above, within the activity area for construction and maintenance activities, unless otherwise restricted by this authorization
 - a) Instream works must be carried out in accordance with the methods and any mitigations, as specified in the application.
7. The authorizations granted under this permit are limited to the area identified in the areas described in the construction plan, document number CGE4703-MSI-G-MP-434, Revision 0, dated November 17, 2015 (the "construction plan"), by Midwest Surveys Land Surveying Ltd. as submitted to the Commission in the permit application dated December 21, 2015; herein after referred to as the 'activity area'.

CONDITIONS

Notification

8. A notice of construction start must be submitted, as per the relevant Commission process at the time of submission, at least 48 hours prior to the commencement of activities under this permit.
9. Within 60 days of the completion of construction activities under this permit, the Permit Holder must submit to the Commission a post-construction plan as a shapefile and PDF plan accurately identifying the location of the total area actually disturbed under this permit. The shapefile and plan must be submitted via eSubmission.

General

10. The rights granted by this permit in relation to unoccupied Crown land are subject to all subsisting grants to or rights of any person made or acquired under the *Coal Act*, *Forest Act*, *Land Act*, *Mineral Tenure Act*, *Petroleum and Natural Gas Act*, *Range Act*, *Water Sustainability Act* or *Wildlife Act*, or any extension or renewal of the same.
11. The Permit Holder must not assign, sublicense or permit any person other than its employees, contractors or representatives to use or occupy any Crown land within the activity area, other than its employees, contractors or representatives, without the Commission's written consent. The Permit Holder must ensure that the activity area is maintained in a condition so as to minimize hazards, including but not limited to hazards associated with storage of materials and equipment.
12. The Permit Holder must ensure that the activity area is free of garbage, debris and unused equipment.
13. The permit holder must notify the Sauleau First Nations Lands Department office five (5) working days prior to commencement. Notification will be sent to Fernie Garbitt at fgarbitt@saulteau.com.

Environmental

14. Construction activities must not result in rutting, compaction or erosion of soils that cannot be reasonably rehabilitated to similar levels of soil productivity that existed on the activity area prior to the construction activities taking place.
15. Any temporary access must be constructed and maintained in a manner that provides for proper surface drainage, prevents pooling on the surface, and maintains slope integrity.
16. The Permit Holder must make reasonable efforts to prevent establishment of invasive plants on the activity area associated with the related activities set out in the Authorized Activities table above resulting from the carrying out of activities authorized under this permit.
17. Following completion of construction associated with the associated activities set out in the Authorized Activities table above, the Permit Holder must, as soon as practicable
 - a) decompact any soils compacted by the activity;
 - b) if natural surface drainage pattern was altered by the carrying out of the activity, the Permit Holder must restore, to the extent practicable, to the drainage pattern and its condition before the alteration; and
 - c) re-vegetate any exposed soil on the activity area including, where necessary, using seed or vegetative propagules of an ecologically suitable species that
 - (i) promote the restoration of the wildlife habitat that existed on the area before the oil and gas activity was begun, and
 - (ii) stabilize the soil if it is highly susceptible to erosion.
 - d) Following completion of construction activities authorized herein, any retrievable surface soils removed from the activity area must be redistributed so that the soil structure is restored, to the extent practicable, to its condition before the activity was begun.

Clearing

18. The Permit Holder is permitted to fell any trees located on Crown land within 1.5 tree lengths of the activity area that are considered to be a safety hazard according to *Workers Compensation Act* regulations and must be felled in order to eliminate the hazard. Trees or portions of these trees that can be accessed from the activity area without causing damage to standing timber may be harvested.
19. The holder of the cutting permit must pay to the government, stumpage and any waste billing determined in accordance with the terms of this authorization.
20. The authorized cutting permit does not grant the Permit Holder the exclusive right to harvest Crown timber from the activity area. Authority to harvest some or all of the timber may be granted to other persons. The Permit Holder's right to harvest timber applies to any timber found on the site at the time they undertake harvesting activities.
21. All harvested Crown timber must be marked with the cutting permit's associated timber mark.
22. Any waste assessments applied under the Master Licence to Cut are subject to the merchantability specifications and monetary waste billing requirements in the Provincial Logging Residue and Waste Manual specific to the region associated with the cutting permit authorization.
23. Stumpage for Cutting Permit No. 19 will be calculated in accordance with the Interior Appraisal Manual as amended from time to time.
24. Apart from the that which is required for the installation of the clear-span bridge at crossing #WC-1 no new cut or construction is permitted within the 20m RRZ of the S3 stream shown to cross through the proposed Timber Decking Area

Water Course Crossings and Works

25. Stream, lake and wetland crossings must be constructed in accordance with the methods and any mitigations, as specified in the application.
26. In-stream activities within a fish bearing stream, lake or wetland must occur:
- during the applicable reduced risk work windows as specified in the Region 7 Omineca – Reduced Risk Timing Windows for Fish and Wildlife; or
 - in accordance with alternative timing and associated mitigation recommended by a qualified professional and accepted by Commission; or
 - in accordance with an authorization or letter of advice from Fisheries and Oceans Canada that is provided to the Commission.
27. At any time, the Commission may suspend instream works authorized under this permit. Suspensions on instream works will remain in place until such time as the Commission notifies Permit Holders that works may resume. Reasons for suspension of works may include, but are not limited to, drought conditions and increased environmental or public safety risks.
28. Mechanical stream crossings must be constructed, maintained and deactivated according to the following requirements, as applicable:
- Only bridges, culverts, ice bridges or snow fills may be constructed at stream crossings;
 - The Permit Holder must ensure that permanent bridges are designed and fabricated in compliance with
 - the Canadian Standards Association Canadian Bridge Design Code, CAN/CSA-S6; and
 - soil property standards, as they apply to bridge piers and abutments; set out in the Canadian Foundation of Engineering Manual.
 - Except with leave of the Commission, the Permit Holder must ensure that:
 - any culverts used are designed and fabricated in compliance with the applicable:
 - Canadian Standards Association CSA G401, Corrugated Steel Pipe Products; or
 - Canadian Standards Association Standard CSA B1800, Section B182.2, Plastic Non-pressure Pipe Compendium, or
 - Any pipe installed in lieu of a culvert is of at least equivalent standard and strength as any culvert as specified above.
 - Except with leave of the Commission, the Permit Holder must ensure that bridges and culverts meet the criteria set out in (i), (ii), or (iii) below:
 - The bridge or culvert is designed to pass the highest peak flow of the stream that can reasonably be expected within the return periods set out in column 2 the table below for the period the Permit Holder anticipates the structure will remain on site, as set out in column 1 in the table below:

Column 1 Anticipated period crossing structure will remain on site	Column 2 Peak flow period
Bridge or culvert, 3 years or less	10 years
Bridge other than a bridge within a community watershed, more than 3 years but less than 15	50 years
Bridge within a community watershed, more than 3 years	100 years
Bridge, 15 years or more	100 years
Culvert, more than 3 years	100 years

- The bridge, or any component of the bridge:

- (a) is designed to pass expected flows during the period the bridge is anticipated to remain on the site;
 - (b) is constructed, installed and used only in a period of low flow; and
 - (c) is removed before any period of high flow begins.
 - iii. The culvert:
 - (a) is a temporary installation, and the Permit Holder does not expect to subsequently install a replacement culvert at that location;
 - (b) is not installed in a stream, when the stream contains fish;
 - (c) is sufficient to pass flows that occur during the period the culvert remains on the site;
 - (d) is installed during a period of low flow; and
 - (e) is removed before any period of high flow begins.
 - e) Ice bridges on fish bearing streams may only be constructed where sufficient water depth and stream flows prevent the bridge structure from coming in contact with the stream bottom;
 - f) Water applied to construct an ice bridge on a water body must be sourced in accordance with the *Water Sustainability Act* unless
 - i. the water body is a stream with a stream channel width of at least 5 metres and is not designated as a sensitive stream under the *Fish Protection Act*, or has a riparian class of W1, W3, or L1,
 - ii. the water is sourced from the same water body proximal to the location on which the ice bridge is constructed,
 - iii. the water body is not within the boundaries of a public park,
 - iv. pump intakes do not disturb beds of streams or wetlands and are screened with a maximum mesh size and approach velocity in accordance with the Fisheries and Oceans Canada Freshwater Intake End-of-Pipe Fish Screen Guideline, and
 - (a) where the water body is a stream, the flow of water in the stream at the time and location of pumping exceeds 60 litres per second and the instantaneous pumping rate does not exceed 1% of the water flowing in the water body at the time and location the pumping occurs, or
 - (b) where the water body is a lake or pond, the cumulative volume of water withdrawn does not exceed 10 cm of lake or pond depth, calculated as the product of lake or pond surface area x 10 cm;
 - g) Records of water withdrawal and corresponding streamflow measurements are maintained by the Permit Holder and provided to the Commission upon request;
 - h) Snow fills must consist of clean snow and may only be located on streams that are dry or frozen to the bottom during the period of construction, maintenance and use. Where periodic thaws are anticipated, culverts must be installed to allow meltwater to pass through. Snow fill and any installed culverts must be removed prior to spring snow melt;
 - i) Bridge or culvert abutments, footings and scour protection must be located outside the natural stream channel and must not constrict the channel width;
 - j) Equipment used for activities under this approval must not be situated in a stream channel unless it is dry or frozen to the bottom at the time of the activity.
29. The only crossing structure permitted to be installed at crossing #WC-1 is a clear span bridge constructed with abutments above the high water mark.

Archaeology

30. An AIA report must be submitted to the Commission as soon as practicable.


If artifacts, features, materials or things protected under section 13(2) of the Heritage Conservation Act are identified the permit holder must, unless the permit holder holds a permit under section 12 of the Heritage Conservation Act issued by the Commission in respect of that artifact, feature, material or thing:

- a. immediately cease all work in the vicinity of the artifacts, features, materials or things;
- b. immediately notify the Commission and the Archaeology Branch of the Ministry of Forests, Lands and Natural Resource Operations
- c. refrain from resuming work in the vicinity of the artifacts, features, materials or things except in accordance with an appropriate mitigation plan that has been prepared in accordance with the Heritage Conservation Act and approved by the Archaeology Branch of the Ministry of Forests, Lands and Natural Resource Operations.

ADVISORY GUIDANCE

1. Appropriate tenure will be issued upon acceptance of the post-construction plan. Submission of the original application and submission of the post-construction plan is considered an application for all subsequent applicable *Land Act* tenures. Upon the Commission's acceptance of the post-construction plan no further applications for replacement tenure are required.
2. A major culvert has the same meaning as in the Oil and Gas Road Regulation.

All pages included in this permit and any attached documents form an integral part of this permit.



Corey Scofield
Authorized Signatory
Commission Delegated Decision Maker

Copied to:

Land Agent – Roy Northern Land Service Ltd.
First Nations – Blueberry River First Nations, Kelly Lake Cree Nation, Kelly Lake First Nation, Kelly Lake Metis Settlement Society, McLeod Lake Indian Band, Sauteau First Nations, West Moberly First Nations
Ministry of Forests District Office – (DPC) Peace Natural Resource District

TC Energy
450 - 1 Street S.W. Calgary, AB
Canada, T2P 5H1
tel 1-855-633-2011
email coastalgaslink@transcanada.com
web www.transcanada.com



April 22, 2020

Peace River Regional District
PO Box 810
Dawson Creek, BC V1G 4H8

Attention: Land Use Planning Division



**RE: Temporary Use Permit Application
Coastal GasLink Pipeline Ltd.
RNLS File 120496 (SP 4)
Proposed Stockpile Site within Units 19 & 29, Block E, 93-P-11**

Dear Sir/Madam:

Pursuant to Coastal GasLink Pipeline Ltd. (CGLP) attached application for a Temporary Use Permit, we would like to advise that the location of the above noted Stockpile Site is on Crown land. CGLP has received a Crown Land Application from the BC Oil and Gas Commission (BC OGC) for authorization to carry out the proposed activities on Crown land. Within the temporary use application package the landowner signoff section has been intentionally left blank as the Crown will have issued consent by way of a BC OGC permit rather than a signature. The use of this site was initially intended as a timber decking area but has since changed to a stockpile site. A re-issue of the OGC permit is not required.

Please find enclosed the following documents pertaining to this application:

- Application Fee Cheque;
- PRRD Application for Development;
- Sketch Plans; and
- OGC Approval

Coastal GasLink
Pipeline Project

TC Energy

450 - 1 Street S.W. Calgary, AB

Canada, T2P 5H1

tel 1-855-633-2011

email coastalgaslink@transcanada.com

web www.transcanada.com



Thank you for your consideration to this matter. If you have any questions or require further information, please contact Jerry Hagen at (403) 920-7994 or jerry_hagen@tcenergy.com.

Yours truly,

Coastal GasLink Pipeline Ltd.



Jerry Hagen
Sr. Land Representative
Coastal GasLink Project

Encl.



Traffic Management Plan, Section 1

CGL4703-SMJV-SA-PLN-0011

September 19, 2019

Rev 0

Issued for Use

Confidential



Authorization Page
Surerus Murphy Joint Venture

Prepared by:

Name: Jason McElligott
Title: Engineering Manager

Date:

Sept 19, 2019

Endorsed by:

Name: Kyle Scott
Title: Assistant Project Manager

Date:

Sept 19, 2019

Approved by:

Name: John Fitzgerald
Title: Senior Project Manager

Date:

Sept 19, 2019

Authorization Page
Coastal GasLink Pipeline Project

Accepted by: _____ Date: _____
Name: Brian Jewer
Title: Project Manager

Revision Log

Rev	Section	Revision Description
A	Entire Document	Initial release
B	Entire Document	Edited to address Client Comments
0	N/A	Issued for Use

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1.0 INTRODUCTION

1.1 PURPOSE

The purpose of the Traffic Management Plan (TMP) is to provide an initial basis for the control of traffic management activities for the Coastal GasLink Pipeline (CGL) Project (Project). The TMP is a working document that will be revised as required to reflect changes in project planning to provide opportunities for improvement as they evolve through ongoing communication with Indigenous groups, regulatory bodies, landowners and other stakeholders.

1.2 PROJECT BACKGROUND

The Project is a new pipeline construction proposed to support the liquefied natural gas (LNG) industry, safely delivering natural gas across Northern BC for exports to global markets by LNG Canada.

Figure 1: CGL Project Map (from CGL Website)



Beginning near Dawson Creek, BC, the Project extends approximately 670km, encountering various terrain ranging from agricultural land to mountainous landscapes and rivers prior to terminating at Kitimat, BC along the west coast. The 670km is divided into eight construction sections (or spreads) that will be constructed by various contractors. This includes (from the CGL Executive Summary):

- The construction of approximately 665 km of 48-inch (NPS 48) (1,219 mm) diameter pipeline
- The construction and operation of:

- Metering facilities at the receipt point (three (3) receipt meter stations and provisions for additional receipt meter stations at kilometer post (KP) 0) and delivery point (one (1) sales meter station)
- One (1) compressor station with provisions for up to seven (7) additional compressor station sites to allow for future expansion up to 5 bcf/d (142 mmcm/d)

1.2.1 SMJV Construction Sections

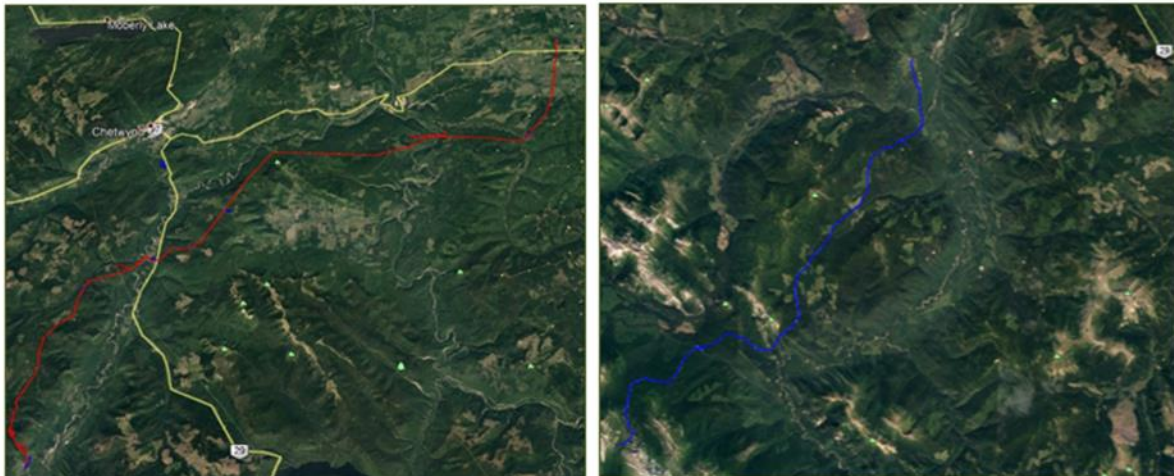
Section 1 begins near Groundbirch, BC at KP 0.0 extending southwesterly to a Sukunka laydown area near Brule Mines at KP 91.4. Details include:

- Install 91.4 km of NPS 48 with a Maximum Operating Pressure (MOP) of 13,375 kPa
- Install major crossings at the Murray River and the Sukunka River

Section 2 carries on west from Section 1 for about 50km, finishing at KP 139.5. Details include:

- Install 48.1 km of NPS 48 with a Maximum Operating Pressure (MOP) of 13,375 kPa
- Several steep slopes and mountainous terrain
- Install crossing at the Burnt River
- Figure 2 2: Spread 1 (left) and Spread 2 (right) overview

Figure 2: Spread 1 (left) and Spread 2 (right) Overview



1.3 SCOPE

This Traffic Management Plan has been developed specifically for Section 1. The scope of work:

- Identifies access roads to be used for both light and heavy vehicles to gain access to 91 kms of proposed pipeline Right of Way (“ROW”)
- Includes development of an Access Map for Project personnel to follow
- Includes formulation of traffic management protocols and identification of Traffic Control Devices to ensure the safety of both workers and the public along the work zone
- Meet the requires of the Ministry of Transportation and Infrastructure
- Align with Work-Safe BC OHS Regulations on both traffic Control and Roads

The TMP defines the key roles, responsibilities and activities of the Surerus Murphy Joint Venture (SMJV) Project Management Team to implement a collaborative commitment to project safety. It also provides an overall framework and describes specific requirements to ensure a safe worksite environment throughout the lifespan of the project.

As the project is accessed using roads and access routes of difference standards, ownerships and governance, SMJV have looked at traffic management in a systematic manner. This document outlines the Project wide requirements for the management of Project traffic, as well as detailing additional requirements on access routes which fall under control of different parties. The access routes to the Project are a combination of MoTI Highways, MoTI high grade gravel roads, Forest Service Roads (FSR`S) of varying grades and newly constructed right of way (ROW) access. See table 1 below for a full list of access roads, road owners and grades for section 1.

For MoTI highways SMJV have identified that the Project is defined as a Category 2 project under BC MoTI Traffic management regulations and so SMJV have enlisted the service of a 3rd party traffic engineering provider DWB to develop a traffic management plan which sets out the BC MoTI requirements at the areas where the Project interfaces with MoTI Highways. DWB have produce a Traffic Management Plan covering the interfaces of the Project with the MoTI Highways, Highway 29 and 97. A copy of the plan is attached in appendix B.

Once off the MoTI highway, access routes tend to be either MoTI high grade gravel roads of FSR`s for which SMJV have outlined the traffic management requires in the main body of this document with supporting information contained in the appendices.

During the project, work crews will cross controlled roads between kick off and completion. Table 1 below is a list of Project access routes covered by this TMP.

Table 1: List of Project Access Roads

SMJV Road Name	Road Owner	Road Type
Highway 97	MOTI	Highway
Highway 29	MOTI	Highway
Access road 1	MOTI	Low grade gravel
Access road 1A	Land owner- new construction	Shoofly temporary access
Access road 2A/B	MOTI	High grade gravel
Access road 2	Land owner- new construction	Shoofly temporary access
Access road 3	Conoco-Phillips, Encana, Groundbirch FSR	Low grade gravel
Access road 3C	Land owner- new construction	Shoofly temporary access
Access road 4 through 7	MOTI	High grade gravel
Access road 4	Tembec	Low grade gravel
Access road 5	FSR	Trail
Access road 5A	New construction	Medium Grade Gravel
Access road 6	Tembec	Deactivated FSR
Access road 6A	Tembec/BC hydro	Trail
Access road 8	MOTI	Medium grade gravel
Access road 9	Land owner	Shoofly
Access road 11 through 15	Sukunka FSR Talisman	High grade gravel
Access road 11 through 11G	Canfor/Tembec/Talisman/MFLRNO/CNRL	High grade/Medium grade gravel
Access road 11	BC Hydro	Deactivated trail
Access road 11D	Land owner	Trail
Access road 11F	Land owner	Trail and new shoofly construction
Access road 12	Canfor	High grade gravel

1.4 DEFINITIONS

Table 2: Definitions of Terms

Term	Definition
Active Work Area	The portion of the roadway or right-of-way on which workers and/or equipment are engaged in construction or maintenance activities.
Advance Warning Area	Drivers must be given advanced warning of what to expect.
Crossing Equipment Operations	<p>Workers often carry out crossing operations on roadways, which may require periodic stoppages. Some examples of crossing work activities are crossing equipment across the roads where permitted. "Crossing Operations" will require traffic control signage on TWP/RR gravel roads and highways.</p> <p>The person in charge of the job will ensure that applicable signage will be posted 2015 Ministry of Transportation and Infrastructure Traffic Control Manual for Work on Roadways to create a work zone if he/she determines that traffic control will remove the danger while work involves continuous moving operations.</p>

Term	Definition
Detour	A temporary road closure may require a detour or an alternate route around the affected area. (i.e.: trenching on a low volume grid road).
Duration of Work - Short	Short duration work includes any activity that will last for less than one day.
Duration of Work - Long	Long duration work includes any activity that will last for more than one day.
Emergency Conditions	Temporary closure of a highway or roadway may become necessary when a hazardous condition that cannot be easily removed creates an obstruction on the roadway. SMJV workers must react in a manner to warn motorists of the hazardous situation, without creating further hazards to workers or motorists. SMJV will notify applicable governing bodies and/or road owners if emergency conditions arise.
Highway	General term denoting a roadway where the speed limit exceeds 80 km/h.
Inactive Work Area	The portion of a public right-of-way in which construction or maintenance activities have temporarily ceased.
One Lane Closed	A traffic lane that has been reduced to a usable width of less than 3 m. For two lanes, if it has less than 6m total, some type of traffic control is required. (Either a pilot vehicle or a Traffic Control).
Partial Lane Blockage	A traffic lane that has been reduced but still has a usable width of 3 m or greater. For two lanes, if it has less than 6m total, some type of traffic control is required. (Either a pilot vehicle or a Traffic Control).
Termination Area	The termination area provides a short distance for traffic to clear the work area and return to normal. A downstream taper is usually placed in the termination area.
Transition Area	In the transition area, traffic is channeled from the normal highway lanes to the path required to move traffic around the work area. The transition area contains the channelization devices used to taper or divert traffic. (cones, barricades).
Work Zone	When implementing traffic control plans, the work zone is defined as the area between the first advance warning sign and the point beyond the work area where traffic is no longer affected.

To gain access to the ROW, SMJV personnel completed a desktop study to identify all required access roads. The investigation was completed by analyzing the route centerline coupled with the Client provided Overview and Access Map. Additionally, the route selection was optimized to minimize disturbance to the locals. Refer to Appendix A for the SMJV Project Access Map.

All public access roads that the pipeline route intersects will be crossed with trenchless methods, creating minimal disturbance to traffic. As traffic will be able to flow as normal while construction activities progress, there are only two main situations when traffic controlling may be required:

- During heavy equipment or load transportation
- During emergency situations (e.g. surface mud release, oil spills, accidents, etc.)

As part of the Project orientation all personnel will be provided with an outline of the project access routes, speed limits, and populated areas.

On a live basis new issues which arise, and new information will be passed on to all foremen during the Daily Foreman Meetings, which will in turn be discussed to all crew members at the Daily Safety Tailgate Meetings.

SMJV understands the criticality of maintaining and managing the access routes to the ROW for the safety of the public and Project personnel together with the successful delivery of the Project. SMJV will have dedicated utility crews who will maintain all traffic management features on the access project access roads. This crew will receive their work assignments from the superintendent or assistant superintendent for the daily activities. The assignments will be given to the crews in a timely manner prior to needing the signs, etc., thus allowing some time to get them in place before the work begins.

The utility crew will at a minimum be required to wear the Project PPE requires as set out in the Site-Specific Safety Plan. However, if task requires traffic control and the personnel have the necessary qualification additional specific PPE as per section 8.2 of this document will be required.

2.0 PRIVATE VEHICLES USE AND PARKING

SMJV intend to prohibit the use of Private vehicles and restrict access to all areas except Camp 1 Chetwynd multi user site (MUS) where private car parking will be provided. A regular bus service will run between Chetwynd, Chetwynd Camp 1 and Sukunka falls camp 2.

Sukunka falls camp 2 will have parking for construction vehicles only, there will be no private parking. Access road 10 Sukunka forest service road will be for construction vehicles only with access prohibited for private vehicles of personnel working on the project.

3.0 PROJECT VEHICLES

SMJV will utilize a combination of crew trucks, personal trucks, 12-passenger vans and busses to access the ROW. Vans and busses will be preferred for larger crews to reduce traffic. Additionally, Off Highway Vehicles (OHV) such as side-by-sides may be used to quickly access areas along the ROW.

3.1 VEHICLE REQUIREMENTS

SMJV Light Vehicle Health & Safety Standard (SSMJV-HS-STN-008 found in Appendix B) applies to employees who drive light-duty vehicles (i.e., vans, pickup trucks, cars, ATV's, etc.) that are owned, leased, or contracted by the SMJV. The Standard outlines the requirements for use of vehicles on SMJV project locations.

SMJV realizes that vehicle operation is always considered to be a site safety risk; therefore, SMJV requires the following driver situational awareness practices:

- “Walk around” or “circle check” prior to backing-up vehicles or equipment as outlined in the SMJV Spotter Program
- SMJV driver training including a vehicle practical evaluation
- Pull through (drive through) parking as the preferred means for stopping/parking a vehicle or equipment
- Back in parking as the secondary means for parking a vehicle or equipment so that the next movement of that vehicle or equipment will be in the forward direction
- SMJV will actively participate in TCPL’s Driver Situation Awareness Practice
- At least TWO of the following, or for vehicles and equipment operated with reduced visibility, THREE of the following:
 - operational back-up alarm
 - spotter
 - back-up camera
 - back-up sensors with audible alarm
 - single blast of the vehicle horn prior to any reverse motion

The following items are required for all vehicles traveling the right of way:

- 1 set of reflective pylons
- Hi-vis vest
- Fire extinguisher
- Spill kit

- British Columbia #1 emergency first aid kit
- Positive air shut off for diesel motors if required in a live facility
- 2-way radio
- Pylon

3.2 OFF HIGHWAY VEHICLE REQUIREMENTS

Off highway vehicle (OHV) operators must complete and hold a valid license or certificate of competency from an approved Canada Safety Council ATV/UTV/Snowmobile training course and demonstrate their competence in ATV/UTV/Snowmobile operation to the Work Site Supervisor.

SMJV expects all personnel using OHVs to ride in a safe and responsible manner in compliance with the manufacturer's instructions and applicable regulations. OHVs include, ATVs, UTVs, 4-wheel quads, side by sides, 8-wheel muskeg buggies, and snowmobiles.

Store the operator's manual for the all-terrain vehicle or snow vehicle in a secure place with the vehicle or at another location readily accessible to the operator.

OHV safety precautions include:

- Wear head and eye protection as laid out in the PPE Standard SSMJV-HS-STN-010 Rev 2
- Wear manufacturer provided seat belts when available
- Check your communications, safety/survival equipment (two-way radio, first aid kit, air horn, and fire extinguisher) prior to departure
- Only allow passengers on OHVs where manufacturer seating is supplied
- When ramps are used to load or unload an OHV, place them at a suitable angle, secured to the vehicle to stop slipping, be sufficiently wide, and have a surface finish which provides an adequate grip for the OHV's tires
- Always start your trip with a full tank of fuel and check your oil and inspect the OHV for oil or fuel leaks
- Travel off-road only and at safe speeds
- Exercise caution when crossing lake or river ice and when climbing steep slopes
- Look ahead for possible obstacles such as fence lines, branches, or rough terrain
- Follow SMJV Working Alone Health & Safety Standard (SSMJV-HS-STN-015) when traveling long distances to remote areas

- All OHVs to be supplied by SMJV and will be registered to certified individuals who will then be responsible for the maintenance and working condition of the OHV

The following items must be attached to the OHV:

- Air horn
- First aid kit
- 5 lb fire extinguisher
- Bear spray (when working in bear inhabited areas)
- Foot rest guards
- Project specific ERP (Emergency Response Plan)

The following are highly encouraged to be attached to the OHV:

- Buggy whip
- Spill kit

OHVs must be licensed and insured as per British Columbia Off-Highway Vehicle regulations and the license plate properly attached and displayed on the OHV.

4.0 AREAS OF CONCERN

4.1 INTERFACE WITH LOCAL PUBLIC TRAFFIC

A main area of concern is the interface between work crews/equipment and the local public traffic using the roads. SMJV will put up proper signs and warnings to mitigate this. This will include signs stating that there is pipeline construction and to reduce speed. All signs put up on roads will meet or exceed all the requirements and be approved where required by governing body responsible for the road.

4.2 HIGHWAY DRIVING

Safety precautions will be taken to avoid highway accidents at all costs, include:

- Installing barricades, blinkers, flares or warning signs, etc., as required, on each side of the road before excavation begins
- Restricting vehicles parking on the approach to the pipeline side of the road where the warning devices are erected. (i.e. block access and visibility)
- Stationing of trained Traffic Controls on each side of the traffic control location at an adequate distance to allow motorists time to come to a complete stop when equipment is being moved across approved roads (Refer to Section 8 Traffic Control Requirements)
- Maintaining warning signs until road and highway crossings are properly levelled, shoulders repaired, and ditches cleared
- In areas where private residences exist speeds will be reduced

4.3 DRIVING SPEEDS

SMJV will educate all work crews on the speed restrictions and erect proper signage. In addition, SMJV will implement a Vehicle Monitoring Program which uses GPS technology to monitor fleet vehicles. The following speed limits will be communicated to the crews:

- 25 km/hr in the ROW and 15 km/hr when passing other workers
- 10 km/hr in the yard
- 40 km/hr in gravel roads (unless otherwise posted)

All speed requirements must be met, and discipline rules will apply should posted speed limits or traffic regulations not be met by any employee or contractor. When possible, SMJV will use crew truck and/or busses to transport workers to right of way (ROW) work locations to reduce traffic.

Additional considerations will be identified by construction and safety management personnel during the pre-job hazard assessment, prior to commencement of field work. The TMP will be managed by the Engineering team and the Superintendent.

4.4 RESOURCE ROADS

The Project will utilize resource roads to access the ROW, which are controlled using radio communication. Signage at the entrance of each road will indicate the radio channel that is to be used for each road. SMJV will provide access maps (Appendix A) through the ERP which indicates the radio channels used for each road.

Generally, radio protocol dictates that traffic will call every other km as indicated by roadside signs (evens up and odds down). Some roads will have a unique protocol which will be posted at the entrance to the road. Personnel will be made aware of which roads have unique protocols during the site orientation.

Radio calls will be concise and will indicate:

- Road
- Location (km)
- Direction of travel (up or down)
- Type of vehicle

5.0 PROJECT ACCESS

5.1 HIGHWAYS

Section 1 of the Project is accessed using 2 main Highways, Highway 29 & Highway 97. Access Roads 1 & 2 intersect HW29 at an existing junction as shown below. The traffic management requirements at this junction are dealt with in the Highway 97 and Highway 29 Access Point Traffic Management Plan attached in Appendix B.

The Highway 97 and Highway 29 Access Point Traffic Management Plan also looks in detail at and prescribes the traffic management requirements and controls for the 5 junctions onto Highways 29 which are used for section 1 construction. These junctions are as follows:

- Chetwynd MUS
- Lone Prairie Road
- Access Road 8
- Access Road 9
- Access Road 10
- Sukunka Road

5.2 HIGH GRADE GRAVEL

On leaving the Highway Project traffic will travel along high-grade gravel roads, some of which are MOTI roads with others being FSR's.

These roads will require the following three signs:

- Construction Ahead at 400m away
- Reduce Speed at 300m away
- Traffic Control Ahead at 200m away (required when Traffic Control is present)
- Additional signage will be installed for emergency situations. All signage specifications will be based from the "Sign Schedule" provided in the Work-Safe BC 18.5 Placement of traffic control signs and devices at <https://www.worksafebc.com/en/law-policy/occupational-health-safety/searchable-ohs-regulation/ohs-regulation/part-18-traffic-control>

The SMJV utility crew will be assigned to install and remove signs as needed to meet the requirements outlined in Part 18 of WorkSafeBC Traffic Control [Enacted by B.C. Reg. 242/2006, effective January 1, 2007]. The utility supervisor will have the responsibility of managing the traffic accommodation strategy during the project, working in conjunction with SMJV supervision.

5.3 ROAD RESTRICTIONS

An integral part of the access analysis was the incorporation of restrictions imposed by the Highway and other Road bodies. These restrictions may include:

- Road and Road Bans (seasonal, temporary and year-round)
- Road Closures
- Dedicated Truck Routes/Non-Truck Routes
- Bridge SWL
- Utility & Service Crossings

In order to ensuring minimal disturbance to public traffic SMJV will continuously review information CGL provide for changes to these restrictions. Where necessary SMJV will make amendments to the TMP in line with any change in these restrictions throughout the project.

6.0 GENERAL PROJECT SIGNAGE

To provide clear and concise direction to drivers, SMJV will install access signage to and at all access points. These signs will be placed on the side of the road at least 150m before any turns and at the turn. The signage will be free from obstruction when installed. Signage will be maintained throughout the duration of the project and replaced when necessary. Sample signage is shown below. Where a trail, path or access point is used that has specific boundary limits that are not physically distinguishable, fencing will be installed to ensure the route stays within the allocated workspace.

Figure 3: Access Signage Sample



In addition to the access signage, general construction signage will be installed where workers and traffic may interface.

SMJV will coordinate with road owners to identify worn signs or areas where additional signage could be utilized.

7.0 TRAFFIC CONTROL

7.1 TRAFFIC CONTROL FOR HEAVY EQUIPMENT OR LOAD TRANSPORT

A form of traffic control will be required when transporting equipment to, from and along the project. The transportation of equipment will be managed effectively on the project to ensure that unnecessary moves are not undertaken. The access routes were selected to accommodate the movement of large loads such as excavators, drilling rigs, coating units, side booms, pipe trucks, and dozers.

Traffic will be controlled in locations where equipment will be offloaded near roadways or when a large carrier or a piece of equipment must block a portion of a road to enter or exit a ROW access point. Traffic will be controlled with Traffic Controls (Designated Signalers). This is the most suitable method as it is flexible to suit the irregular schedule of equipment transport/movement. Refer to Section 9 for Traffic Control Requirements. When a Traffic Control is required, a "Traffic Control" sign will be placed 150m ahead of the Traffic Control.

7.2 TRAFFIC CONTROL FOR EMERGENCY SITUATIONS

In the event of an emergency occurring such as a surface mud release, oil spill or any type of major incident, the response will vary depending upon a few factors:

- The location of the incident
- The extent of the affected area of the incident
- The classification and size of the road on which the incident occurred

When a small spill or surface mud release occurs on a roadway, the first action will be to notify the Traffic Control Supervisor (TCS) who will coordinate the response. The TCS will follow the procedure set out in section 3.3 of Appendix B of this document. If the event is large enough and places the public in danger, then the first traffic response will be to contact 911 to request additional support.

SMJV's utility crew will be available 24 hours to respond to any emergency situations. When a spill or release is spotted, the road traffic will either be stopped completely using Traffic Controls, or the traffic controlled to flow around the release by blocking off one lane of the Highway.

This traffic control set-up will be maintained until the clean-up response is completed.

8.0 TRAFFIC CONTROL REQUIREMENTS

SMJV will appoint a Traffic Control Manager (TCM) for the Project together with TCS who will be responsible for implementing and overseeing all traffic control requirements. The responsibilities of the TCM and TCS are listed in section 3.3 of appendix B of this document.

A British Columbia Traffic Control trainer will supply appropriate training for crews designated to support activity where traffic control is required. Should time not permit for onsite Traffic Control training, a qualified third-party contractor will be used for TC operations.

8.1 WORK SAFE BC TRAFFIC CONTROL REQUIREMENTS

A designated signaller shall only be used to control traffic where other methods are not suitable. The Traffic Control must abide by the rules set out in Part 18 of WorkSafeBC [Enacted by B.C. Reg. 242/2006, effective January 1, 2007].

8.2 TRAFFIC CONTROL PPE REQUIRED

Each traffic control person must be provided with, and must use, all the following:

- CSA approved steel toed boots
- Hi-vis hard hat with strip of retro reflective tape across the top from front to back and on the sides
- Hi-vis vest or jacket. Garments must cover the entire shoulder and have both fluorescent and retro-reflective material consistent with the rest of garment
- Hi-vis wrist band, fitted with a minimum 5 cm (2 in) wide fluorescent retro-reflective strip about their entire circumference
- Hi-vis lower leg bands, fitted with a minimum 5 cm (2 in) wide fluorescent retro-reflective strip about their entire circumference
- Traffic control paddle
- Safety glasses
- Gloves appropriate for the task
- Respiratory protection
- Flashlight with red signaling wand
- Effective communication (i.e. 2-way radios) when TCPs are not visible to each other.
- Hearing protection for noise exposures at or greater than 85dB as identified by hazard assessment

8.3 TRAFFIC CONTROL RESPONSIBILITIES

The responsibility of the Traffic Control(s) is to control traffic movements through a work area to provide the maximum level of safety to workers, the motoring public and pedestrians. They must keep traffic moving at reduced speeds unless conditions require that they stop traffic temporarily.

A minimum of two certified Traffic Controls will be required as a part of the Traffic Control crew. The Traffic Controls will be provided with electronic radio communications. The following requirements must also be met:

- Traffic Control Persons **MUST** have enough time to uncover ALL signs prior to the start of this activity
- Traffic Control Persons **MUST** cover Traffic Control Person Signs before leaving area

All necessary signs **MUST** be covered at end of each shift.

8.4 TRAFFIC CONTROL POSITIONING

In general, the Traffic Control will consider the following when positioned for traffic control:

- Stand outside of the travel lane
- Be positioned 100-150m from the beginning of the active work area
- Ensure they can be seen by approaching traffic for at least 150m
- Ensure there is an adequate escape route

Additionally, the Traffic Control should never turn their back on approaching traffic, must stand alone, must not sit, and shall never leave their post unattended.

8.5 TRAFFIC CONTROL SIGNALING

A skilled and experienced Traffic Control is an integral team member for effective and safe traffic control. The Traffic Control must be efficient at signaling and be able to evaluate the risks for the workers, the public and themselves. The Traffic Control must have the knowledge and experience to control traffic as detailed below:

- When stopping traffic, the Traffic Control must display the STOP sign to the motorist, giving the motorist plenty of warning for a safe and comfortable stop. Hand signals may be used if necessary
- Before moving traffic from a stopped position, the Traffic Control must ensure that the opposing traffic has stopped, and that the last opposing vehicle has passed his or her post

- When slowing traffic, the Traffic Control shall display the SLOW sign and, if necessary, use hand signals to command a further reduction in speed. Care should be taken to avoid bringing traffic to a complete stop
- If an emergency vehicle approaches when the STOP sign is displayed, the Traffic Control should attempt to contact the other Traffic Control (if applicable) so that traffic in the opposing direction can be stopped
- Traffic control persons MUST have enough distance and time to STOP approaching traffic
- DO NOT allow traffic to flow until highway clean-up is completed and the traffic lane is clear

8.6 TRAFFIC CONTROL COMMUNICATIONS

Communications between Traffic Controls will be done using 2-way electronic radios. The Traffic Control Crew will ensure that the radios are fully charged, and a spare set is available if required. All Traffic Controls must be confident with radio communication prior to beginning traffic control.

Efficient use of radios for communications largely depend on the operator's method of speaking. Special care is necessary to ensure words do not become blurred in the transmission of speech, especially during critical operations. The following is an excerpt from the RIC-22: General Radio Operating Procedures issued by the Government of Canada on January 2008 regarding speech transmission techniques:

When using radio, the operator should speak all words plainly and clearly to prevent words from running together. Avoid any tendency to shout, to accent syllables, or to speak too rapidly. The following points should be kept in mind when using radio:

- Speed: Keep the rate of speech constant, neither too fast nor too slow. Remember that the operator receiving your message may have to write it down
- Rhythm: Preserve the rhythm of ordinary conversation and word pronunciation. Also avoid the introduction of unnecessary sounds such as "er" and "um" between words."

To ensure messages are transmitted clearly, all radio operators will:

- Plan the content of the message prior to transmission
- Carefully listen to the radio before talking to ensure any other transmissions are not interrupted
- Send the radio message clearly and concisely
- Await confirmation of message receipt from the intended recipient

8.7 TRAFFIC CONTROL NIGHT OPERATIONS

There is currently no plan to have night operations in the project, but if the need arises, when flagging at night, additional visibility of the Traffic Control is required. The following additional measures will be followed as detailed in Section 18.10 of the WorkSafeBC Traffic Control guidelines.

Operations during night time or poor visibility:

- During the hours of darkness, or in other conditions of poor visibility, each traffic control person must be provided with and must use, in addition to the equipment required by section 18.9, a flashlight fitted with a red signaling wand
- For subsection (1), the traffic control person must have immediate access to spare batteries for the flashlight

[Enacted by B.C. Reg. 242/2006, effective January 1, 2007]

8.8 FLAGGERS

Flaggers will be used to control and direct traffic on the ROW or on Forestry Service Roads. Flaggers will be competent in spotting and giving clear and consistent direction to road users and equipment operators.

9.0 ROAD SURFACE DAMAGE PREVENTION MEASURES

If required by road owners, an additional layer of rubber tires will be used to protect the road surface when tracked heavy equipment crosses the highway. It should be noted that when crossing MOTI roads rubber mats will be required. The tire layer will not be placed into position until clean-up equipment (brooms, shovels, and scrappers) are on site. The protective layer will be removed from the road surface and onto the ROW immediately after the tracked equipment crossing and the road surface swept clean as described in Section 10.

10.0 DUST CONTROL, CLEANING AND REPAIRING ROADS

When conditions require that dust control be performed, a water truck is available on the project. In the event the road is damaged or requires attention, the Traffic Control Supervisor will be notified immediately. If the condition of the road surface is compromised, making the passage of traffic unsafe, the section will be secured to stop and prevent any public or workers for entering the becoming harmed as a result of the comprise. Where applicable the TCS will notify the road owner of the issue and advise of the rectification required and provide some guidance on the rectification time. For a more details on the protocols associated with incidents and issue on MOTI Highways please refer to appendix B Highway 97 and Highway 29 Access Points.

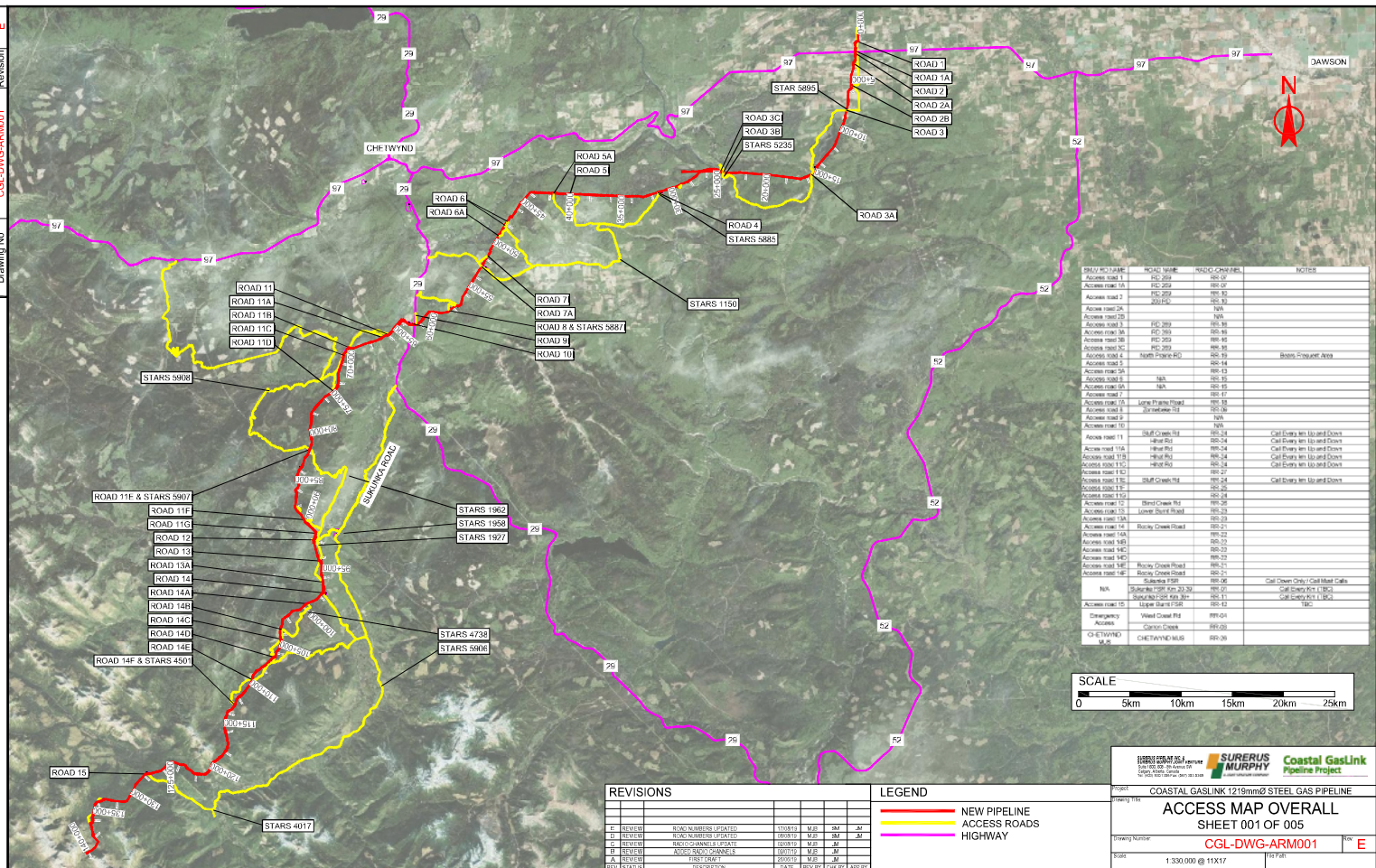
If any debris or dirt falls to the road surface, it will be picked up as soon as possible. Machine cleaners, such as sweeper trucks or skid-steers will be used to sweep and/or scrape the debris off the road surface to the satisfaction of the authorities or road owner.

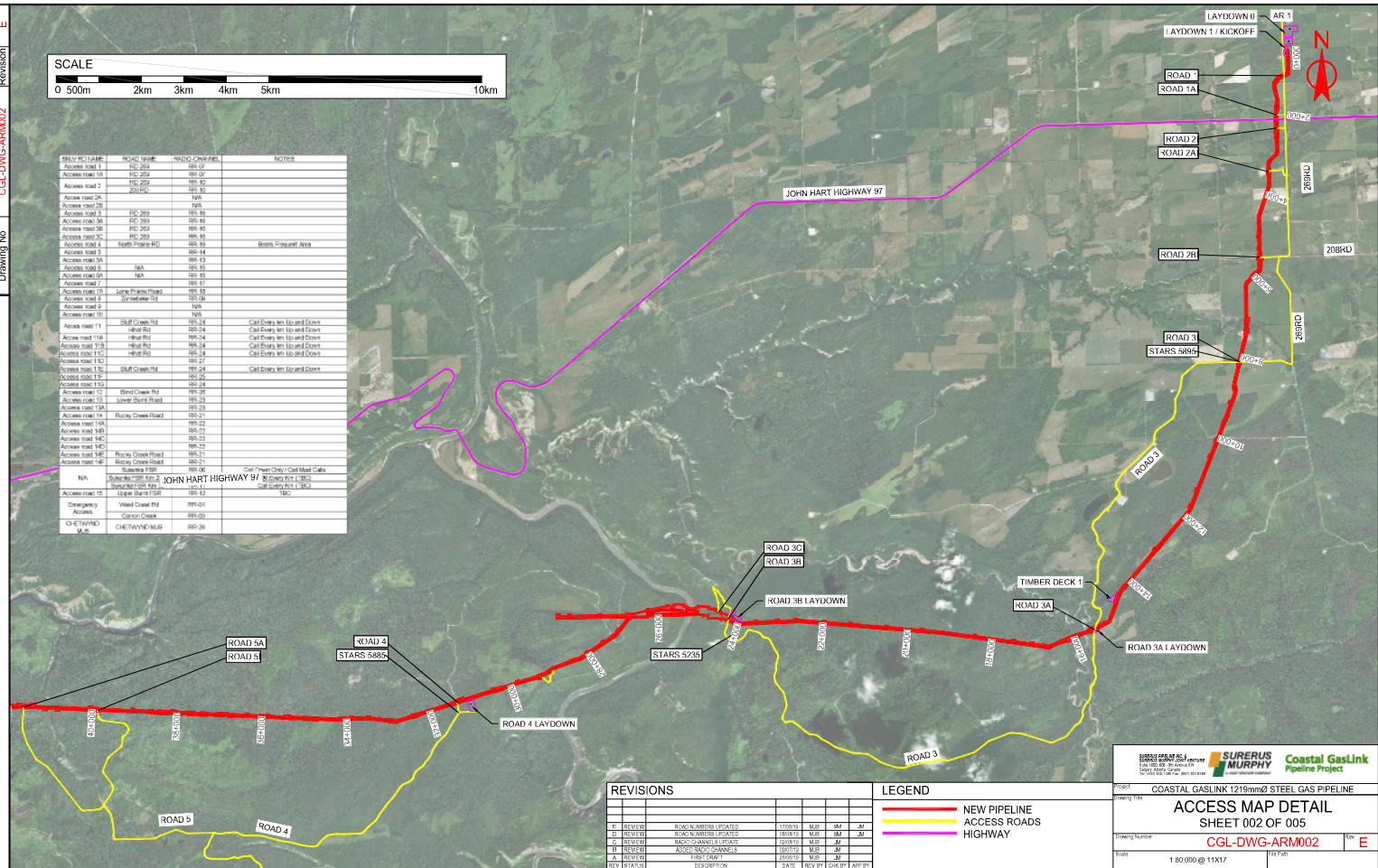
If any repairs are required, the TCS will through CGL liaise with the road authorities or road owner to coordinate the repairs. Upon agreement of the repair scope, the repair will be completed as soon as possible, and traffic reroutes will be installed as required to maintain the flow of traffic.

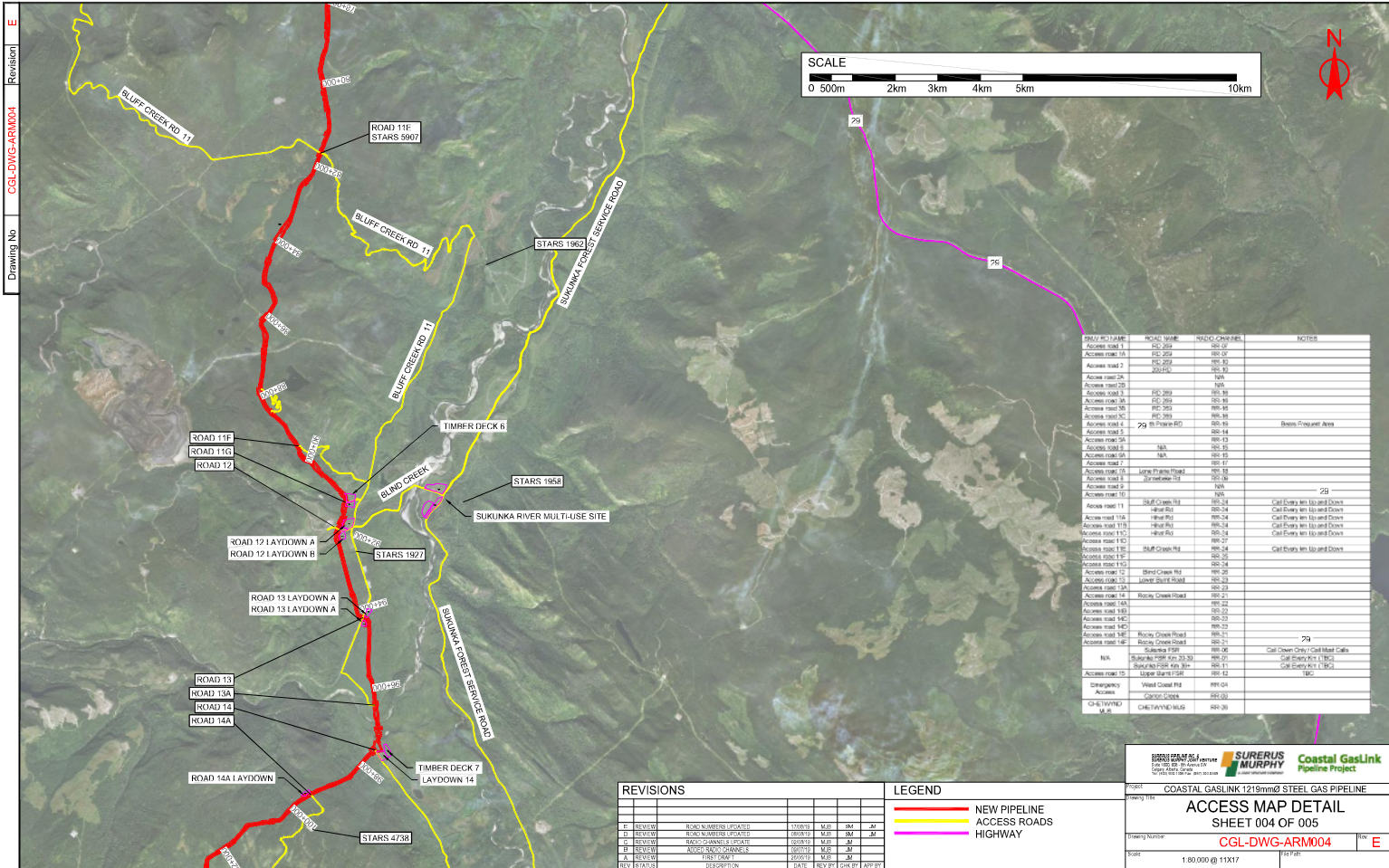
Figure 4: CAT Skid Steer with Brush Attachment



Appendix A: SMJV Access Maps







Appendix B: TMP for Highway 97 and Highway 29 Access Points



DWB Consulting Services Ltd.

TRAFFIC MANAGEMENT PLAN (TMP)

COASTAL GASLINK PIPELINE PROJECT - SECTION 1 AND 2 – HIGHWAY 97 AND HIGHWAY 29 ACCESS POINTS

Engineering | Environmental | Forestry

Prepared for: Surerus Murphy Joint Venture Company
Attn: Jason McElligott, Engineering Manager



Prepared by: DWB Consulting Services Ltd.
Prince George Division
1579 – 9th Avenue Prince George BC V2L 3R8
[250.562.5541](tel:250.562.5541) | www.dwbconsulting.ca

Date: May 22, 2019 | DWB file: 19391-101 | Revision: 1



OQM

Organizational Quality
Management Program

Signature Page

DWB Consulting Services Ltd. is pleased to submit this report for your review. This report has been prepared using sound technical and professional judgement, based on our knowledge and experience, applicable regulatory framework, industry best management practices, and current understanding of project conditions, design, and project setting.

REPORT TITLE: Traffic Management Plan – Coastal GasLink Pipeline Project - Section 1 and 2 – Highway 97 and Highway 29 Access, Chetwynd, BC

PREPARED FOR: Surerus Murphy Joint Venture Company

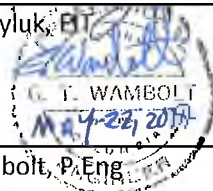
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Sean Hawryluk, B.T.

REVIEWED BY:

Todd Wambolt, P.Eng



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KEY CONTACTS

CONTACT	PHONE/EMAIL	ROLE
Alan Atkinson	Office: Cell: (403) 585 5604 Email: alan.atkinson@surerus-murphy.com	Project Manager
Rob Beckner	Office: Cell: (780) 742-4834 Email: rob.beckner@surerus.com	Superintendent
Kyle Scott	Office: Cell: (403) 391-3188 Email: kyle.scott@surerus.com	Project Supervisor
Hugh Odwyer	Office: Cell: (250) 556 4356 Email: hugh.odwyer@surerus-murphy.com	Safety Manager
Todd Wambolt	Office: (250) 562-5541 ext. 280 Cell: (778) 983-1686 Email: twambolt@dwbcconsulting.ca	Traffic Engineer
Jason McElligott	Office: Cell: (250) 556-4342 Email: jason.mcelligott@surerus-murphy.com	Traffic Control Manager
Xiaojian Wei	Office: Cell: (403) 400-6496 Email: xiaojian.wei@surerus-murphy.com	Traffic Control Supervisor
Jessica Hermanson	Office: Cell: Email: jessica.hermanson@surerus-murphy.com	Environmental Manager
Brian Jewer	Office: Cell: Email: brian_jewer@transcanada.com	Owner's Representative
Kassidi Jones	Office: (250)-788-9365 Cell: (250) 788-3802 Email: Kassidi.Jones@gov.bc.ca	MOTI Representative & Area Manager Roads Chetwynd/Pine Pass

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1.0 INTRODUCTION

The purpose of this Traffic Management Plan (TMP) is to describe in detail the methodology to be taken in controlling traffic at specific access points on Highway 97 and Highway 29 during the Coastal GasLink Pipeline (CGL) Project (Project) Sections 1 and 2, in the Chetwynd, BC area. These access points include:

- Access Roads #1 and #2 at the 269 Road - Highway 97 junction in Groundbirch.
- Access Roads #4, #8, #9 and #10 on Highway 29S.
- Two access points at the Chetwynd Camp and Multi-Use area on Highway 29S.

Additional requirements shall be adhered to as prescribed in documents such as (But not limited to):

- SMJV Project Traffic Management Plan (CGL4703-SMJV-SA-PLN-0002)
- Safety Review of Access Routes: Coastal GasLink Project – Section 1 (McElhanney. 2018)
- Safety Review of Access Routes: Coastal GasLink Project – Section 2 (McElhanney. 2018)

This plan has been developed on behalf of Surerus Murphy Joint Venture Company (SMJV/ The Contractor) in accordance with British Columbia Ministry of Transportation and Infrastructure (BC MoTI / The Ministry) 2015 *Traffic Management Manual for Work on Roadways* (TMM). This TMP includes the information required for Category 2 projects as defined in the TMM.

Copies of this TMP shall be retained by the Contractor's Superintendent, the Traffic Control Supervisor (TCS), and by at least one Traffic Control Person (TCP) if any TCP is involved in the project. The TCS and each TCP (if applicable) shall have a copy of the specific Traffic Control Plan applicable to the work area(s) under their control. Upon request, any of the previously mentioned parties will immediately provide those documents to the Ministry of Transportation and Infrastructure Representative (MR), a Work Safe BC officer, or any other party interested in the traffic control on the project.

2.0 TRAFFIC CONTROL PLAN

2.1 PROJECT DESCRIPTION

This TMP pertains to specific locations where construction traffic will enter and exit Highway 97 and Highway 29 for works associated with the Coastal Gaslink Pipeline Project Sections 1 and 2. This TMP does not pertain to aspects of construction that would directly affect public traffic. Sections 1 and 2 of the CGL project involve the construction of 140km of NPS 48 pipeline and related facilities in an area that is mainly to the south of highway 97 in the general vicinity of Chetwynd, BC.

2.2 PROJECT LOCATION

The limits of the portion of the Project as they pertain to this TMP are the intersection of 269 Road (Access Road #1 and #2) and Highway 97; and the intersection of Sukunka Forest Service Road (Access Road #10) and Highway 29S. The CGL ROW crosses Highway 97 just west of 269 Road; the CGL ROW crosses Highway 29S approx. 6.4 km north of Sukunka Forest Service Road.

This TMP addresses five (5) access points to the Project and two (2) access points to the Chetwynd camp and multi-use area. The access points addressed in this TMP are the following:

Junction	Latitude (N)	Longitude (W)	Description
Chetwynd Camp & Multi-use area	55°39'17.09"	121°35'40.03"	This includes a main and emergency access approximately 3.2km south of Hwy 97 on Hwy 29. The location includes an 800 person camp, a yard for storing pipeline construction equipment, and 1000 parking spaces for staff to leave their personal vehicles.
	55°39'31.92"	121°35'51.87"	
Access Roads 1 & 2 From Hwy 97	55°46'52.51"	120°53'50.39"	Access roads 1 and 2 are located on the 269 road just off of Hwy 97. These access roads access the first 25km of pipeline construction for this project.
Access Road 4 from Hwy 29	55°36'36.43"	121°34'22.22"	Access road 4 starts on the Lone Prairie road from Hwy 29 just south of a bridge over the Pine river. Access road 4 accesses pipeline km 25.5-56.
Access Road 8 from Hwy 29	55°34'39.63"	121°35'28.29"	Access road 8 is located approximately 13km south of Hwy 97 on Hwy 29 and accesses pipeline km 56-62.

Access Road 9 from Hwy 29	55°33'44.30"	121°35'36.85"	Access road 9 is located approximately 15km south of Hwy 97 on Hwy 29. Access road 9 currently joins a Hwy 29 road construction detour.
Access Road 10 from Hwy 29	55°29'54.45"	121°37'30.02"	Access road 10 starts on the Sukunka FSR from Hwy 29 and accesses the final 65km of pipeline construction.

2.3 ESTIMATED TRAFFIC VOLUME

Traffic volumes on Highway 97 and Highway 29S were estimated in Safety Review of Access Routes Coastal GasLink Project – Section 1 using MoTI traffic data (AADT) reports and estimates of construction traffic generated by SMJV.

2.3.1 Existing Traffic

Estimated AADT along Highway 29S based on three (3) locations ranged between 4,341 vehicles per day (2014 data, 100 m north of 47 Street in Chetwynd) and 700 vehicles per day (2014 data, 17.1 km south of Chetwynd). Traffic volumes were significantly lower on highway 29 south of Chetwynd.

Estimated AADT along Highway 97 based on four (4) locations ranged between 7,430 vehicles per day (2014 data, 1.5 km east of Highway 29, west intersection in Chetwynd) and 1,904 vehicles per day (2014 data, 42 km east of Chetwynd). Traffic volumes were significantly lower at the AADT location 42 km east of Chetwynd (approx. 16 km west of Access Road #1 and #2).

The most relevant existing traffic volumes seem to be 700 vehicles per day for Highway 29S access points and 1,904 vehicles per day for Highway 97 access points.

2.3.2 Construction Traffic

Construction traffic will add to existing highway traffic volumes.

Thirty or more logging truck trips per day are expected to access Highway 29 on peak days. Camp mobilization, demobilization and goods movement to and from Chetwynd Camp are expected to increase traffic by more than 100 trips at the start and end of shifts. Traffic for transporting pipe to the work areas is not expected to be significant in comparison to existing industrial traffic.

Thirty or less timber logging truck trips per day are expected to access Highway 97 during peak periods. Trips into and out of the Wilde Compressor and Stockpile Yard will add 50 trips per hour to Highway 97 traffic during peak periods.

2.4 TRAFFIC CONTROL SUPERVISOR (TCS)

The TCS for this project is Xiaojian Wei. The TCS will be responsible for implementing the TMP and communicating with the project management team over any issues relating to the TMP. SMJV will be responsible for ensuring that the conditions of the site meet the requirements of the TMP prior to construction and will be fully responsible for providing safe passage during the project.

2.5 CONSTRUCTION SCHEDULE

Early works are scheduled to begin in January 2019. The main construction clearing works are scheduled to start August 2019, and construction is scheduled for completion by October 2021. Construction of the Chetwynd Camp and Multi-Use area has begun and is expected to be operational in early 2020. Construction hours and dates when construction will not occur have not been specified. Note, however, that this TMP is intended for access points to off-road construction sites that will not directly affect public traffic.

2.6 PLAN GENERAL INFORMATION

Detailed drawings showing the traffic pattern and signage requirements are provided in Appendix I. Additional information is included below:

- There are no construction activities planned within Hwy 97 or Hwy 29, and as such no impacts or delays to traffic are anticipated.
- MOTI authorization shall be obtained if work activities that will cause an impact to traffic are required.
- The Contractor shall comply with all applicable bylaws of the Peace River Regional District.
- Emergency access for ambulance, police, and health authority will be maintained at all times throughout the site.
- No off-road equipment will enter the paved highway unless on highway legal trailers.

2.7 CLOSURES, DELAYS, AND DETOURS

Road closures and delays, including Single Lane Alternating Traffic (SLAT), will not be required for the aspects of the project addressed by this TMP. Project work is entirely off of Highway 97 and Highway 29S and no detours will be required. Alternate routes to Dawson Creek Hospital and Tumbler Ridge Health Clinic are provided (Appendix C).

2.8 TRAFFIC CONTROL DEVICES

Required traffic control devices and locations are shown on the traffic control drawings provided in Appendix I. Installation of traffic control devices is to be conducted in accordance with the procedures in Appendix E. All traffic control devices shall be in accordance with the TMM and any updates.

2.9 TRAFFIC MANAGEMENT FOR OVERSIZE VEHICLES

There will be no reduction of the Highway 97 or Highway 29 clearance envelopes for the aspects of the project addressed by this TMP.

3.0 INCIDENT MANAGEMENT PLAN

Implementation of the Incident Management Plan is optional for the works associated with this TMP.

This Incident Management Plan addresses incidents that may occur at access points to the Project - Access Road #1 and #2 (269 Road and Highway 97), Access Road #4, #8, #9, and #10 (Sukunka FSR) and Chetwynd Camp Main and Emergency access points. This Incident Management Plan does not address incidents that may occur in other locations within or outside of the work area (Project area off of Highway 97 and Highway 29S), which may be addressed by other project documents (e.g. Safety Reviews).

A requirement for incident management is that the TCS reports directly to the Superintendent. Incident reports will be written in the form of the Incident Response Form provided in Appendix F and will also be recorded in the Daily Traffic Activity Report as included in Appendix G. The Daily Traffic Activity Report is to be completed daily by the TCS during construction operations. A copy of all documentation will be maintained at the SMJV Chetwynd Office.

The TCS for this job will be supplied by the Contractor and may be reached on site or by the contact information provided in Appendix D: Emergency Contact Procedure and List. All supervisors will be informed of emergency services contact procedures (see Section 3.3, Appendix A, and Appendix D).

3.1 INCIDENT RESPONSE

There are three main components of incident response:

- Detection of the incident.
- Fast response time to secure the incident area, notification to the required agencies and re-establishment of traffic flow.
- Effective communication between the Contractor, MoTI, and the travelling public.

The primary function of traffic control is to move traffic safely and efficiently through any incident area while maintaining access for any emergency vehicles. The TCS or the Superintendent will regularly monitor the access points addressed by this TMP for incidents. In the event of an incident, the TCS or the Superintendent will contact emergency services, assess the incident site, and determine the best procedures for rectifying the incident. The TCS or the Superintendent will determine the location, number of people involved, along with the extent of the injuries and identify any hazardous situations, such as fuel spillages. The Contractor will provide access for any emergency vehicles and assistance to the emergency response personnel, if so requested.

Types of incidences may include unforeseen delays due to volume of traffic, encounters with TCPs and minor accidents; however, the majority of these incidents may be avoided by users obeying construction traffic signage and the Contractor reviewing the traffic signage daily. If an incident occurs, the Superintendent is required to call the appropriate emergency personnel immediately as listed in Appendix A and provide the location and name of the project where the incident occurred.

Emergency route maps to Chetwynd Hospital, Dawson Creek Hospital, and Tumbler Ridge Health Clinic are provided in Appendix C. Alternate emergency routes are provided for both Highway 97 and Highway

29S access roads and Chetwynd Camp access locations. An emergency contact procedure including the key contacts will be posted to inform the travelling public of whom to contact in the event of an emergency as provided in Appendix D.

3.2 INCIDENT REPORTING

All employees are responsible for traffic incident reporting. All incidents are to be reported directly to the Superintendent and/or Safety Manager including near misses verbally, regardless of its severity, as soon as possible but within 24 hours. A review of the incident reports will be conducted by the Superintendent to minimize the chance of any future incidents and make any changes to the TMP as required. Information regarding the incident and subsequent preventative action will be shared between the Superintendent and the TCS. The incident report will include the following, as outlined in the Incident Response Form, in Appendix F:

- Incident occurrence
- Response measures taken
- Clearance measures required
- Estimated clearance time
- Incident clearance

3.3 INCIDENT RESPONSE PROCEDURES

The procedure for incidents would include the following:

1. TCS – call the appropriate emergency response personnel in Appendix A.
2. The Contractor – stop and prevent any public or workers from entering the incident zone.
3. The Contractor – clear any hazards from public or workers without endangering workers.
4. TCS – determine clearance measures required and estimate the clearance time.
5. TCS – notify MR of the incident, clearance measures taken and still required, and estimated clearance time.
6. The MR is responsible for notifying MoTI department and RTMC.
7. The Contractor – proceed with incidence clearance and restore traffic flow through site.
8. The Contractor – complete the Incident Response Form in Appendix F.
9. Proceed with follow up procedures as per the Implementation Plan.

If an incident results in delay of traffic, the Superintendent must update Drive BC to inform the public of estimated delay times. Once emergency personnel are on site, the incident will be contained and/or cleared, and normal traffic flow will be re-established as soon as possible.

3.4 INCIDENT DELAY TIMES

Traffic flow should be normalized as soon as possible and in accordance with direction from the TCS. Major incidents that require delay times greater than one hour may include vehicle accidents, large fuel spills, or incidents resulting in bodily harm to the public or workers. Minor incidents that require a delay of less than 30 minutes may include small spills, incidents involving traffic control persons, unexpected queuing of traffic that clears within 30 minutes, or any event that causes unexpected delays of less than 30 minutes.

Where traffic queues cannot be cleared within thirty (30) minutes due to an incident, easily identifiable personnel should walk the traffic queue in each direction ensuring that:

- Travellers are aware of the events;
- Travellers are aware of their options;
- Travellers are aware of the estimated time of opening and level of confidence for that estimate;
- Any health issues or safety issues that may arise are tended to.

3.5 INCIDENT INVESTIGATION

The access points to the work zone should be monitored and inspected regularly (minimum daily) to identify and analyze evidence of traffic incidents and conflicts by the Traffic Control Supervisor. These findings shall be recorded on the Daily Traffic Activity Report and Daily Sign Check Report, Appendix G. Should an incident occur, the TCS will investigate the cause of the incident. The findings from the investigation will be recorded on the Incident Response Form, Appendix F and reported according to the requirements in Sections 3.2 and 3.3.

4.0 PUBLIC INFORMATION PLAN

Implementation of the Public Information Plan is optional for the works associated with this TMP.

Any changes to the TMP will be reported directly to the MR by the TCS and/or the Superintendent. The Contractor is responsible for informing the MR of construction activities and requesting publications on Drive BC.

The travelling public will be made aware of construction conditions and unscheduled traffic delays through Drive BC. It is the role of the TCS to update Drive BC of changes in construction conditions and unscheduled traffic delays.

Prior to implementing a pre-approved lane closure or delay, the Contractor shall provide advance notification to the public by means of advertisement or public messaging. Written notification will be sent to the parties included in but not be limited to the list below. The contact numbers are detailed in Appendix B. Contact information for the MR is included in Key Contacts before the Table of Contents of the TMP.

- All emergency services
- Project MR
- Drive BC through the MR
- RTMC through the MR
- Local MoTI road, bridge and/or electrical maintenance contractors
- BC Trucking Association
- Commercial Vehicle Safety and Enforcement (CVSE)
- Peace River Regional District
- First Nations

The stakeholders above, the Public, and the MR will be given a minimum of one (1) week notice prior to all road closures, lane closures and other traffic delays, and the advertising will be done in such a way that the closures are predictable and consistent for the travelling public.

5.0 IMPLEMENTATION PLAN

5.1 PROJECT IMPLEMENTATION AND DUTIES

The TMP will be reviewed by the Contractor and all workers prior to construction to ensure that the plan is fully understood. The TCS will be in direct contact with the Superintendent. The TCS will be responsible for implementing the TMP and communicating with the Superintendent and the MR over any issues relating to the TMP.

5.1.1 Traffic Control Supervisor

The Traffic Control Supervisor (TCS) cannot be the Site Supervisor, Superintendent, or Foreman unless permitted in writing by the Road Authority. The roles of TCS and Traffic Control Manager (TCM) may be executed by the same person; however, the roles should be split between two persons if traffic management responsibilities require frequent or full-time attention. The TCS is to have TCP Certification in order to assume the duties of a TCP and direct traffic, if needed.

The Traffic Control Supervisor is responsible for:

- Overseeing traffic control operations.
- Ensuring traffic control operations are executed in accordance with the Traffic Control Plan and are updated as necessary.
- Ensuring all Traffic Control Plan operations comply with the requirements of *Parts 8 and 18 of the WorksafeBC Occupational Health and Safety Regulation* regarding supervision of TCPs at the work zone.
- Ensuring the required traffic control signs and devices are in place and checked, maintained, and moved as required.
- Documenting daily traffic control setups and changes are documented in the traffic control logs.
- Ensuring concerns with traffic are reported to the Traffic Control Manager or Superintendent.

If Traffic Control Persons are required, the Traffic Control Supervisor shall also be responsible for:

- Providing direction to TCPs and ensuring TCPs are familiar with requirements.
- Ensuring TCPs wear the appropriate personal protective clothing and equipment as per Section 5.4 of the TMM.
- Ensuring TCPs carry evidence of current TCP certification.
- Ensuring TCPs are equipped with all necessary equipment, and perform their traffic control duties safely and competently.

- Ensuring TCPs are positioned at locations that are safe and clear of potential environmental hazards, and that TCPs are provided with rest breaks.

5.1.2 Traffic Control Manager

The Traffic Control Manager (TCM) cannot be the Site Supervisor, Superintendent, or Foreman unless permitted in writing by the Road Authority. The roles of TCS and Traffic Control Manager (TCM) may be executed by the same person; however, the roles should be split between two persons if traffic management responsibilities require frequent or full-time attention.

The Traffic Control Manager is responsible for:

- Preparing the Traffic Control Plan and sub-plans, including reviewing, evaluating, and approving the details in the Traffic Control Plan and traffic control layouts.
- Fully implementing the Traffic Control Plan.
- Monitoring traffic operations to determine the effectiveness of the Traffic Control Plan.
- Ensuring all signage and Traffic Control Plan operations are in place and functioning as intended.
- Ensuring that the Traffic Control Plan is current.
- Overseeing modifications to the Traffic Control Plan as necessitated by schedule changes, special events, or changes to sub-plans.
- Ensuring that the daily traffic logs are maintained.
- Exercising full line authority over all traffic control persons on the work site.
- Finalizing traffic control measures with the Traffic Engineer and communicating modifications in the Traffic Control Plan to the Traffic Engineer.
- Liaising with the Project Manager, workers, Traffic Engineer, and MR as required.
- Ensuring any problems arising during construction relating to traffic are discussed with the Superintendent, TCS, and the TCPs to resolve and modify any aspects of the plan to ensure public safety through the construction site.
- Ensuring the MR is notified of all changes.
- Implementing a monitoring schedule for active and inactive work periods through the course of the project.
- Directing the Incident Management Plan, the Public Information Plan, and the Implementation Plan.

5.1.3 Superintendent

These responsibilities may be ordinarily designated to the Site Supervisor, Foreman, or Superintendent on projects where traffic control is associated with a single work area. However, because this project involves multiple areas of traffic control associated with multiple work areas, these responsibilities are designated to the Project Superintendent.

The Superintendent is responsible for ensuring:

- Each crew member is familiar with the Traffic Control Plan.
- Ensuring all personnel understand the Incident Management Plan and are aware of emergency procedures and contacts.
- Each crew member wears the required safety apparel and uses the required equipment when working on or crossing the highway.
- The roadway is protected by implementing the Traffic Control Plan.

5.1.4 Traffic Engineer

The Traffic Engineer will be responsible for:

- Developing the Traffic Management Plan.
- Liaising with Project Manager and TCS as required.
- Modifying the plan as required.

5.2 TRAFFIC CONTROL MONITORING

It is the responsibility of the Contractor to ensure the TMP is adhered to. The Contractor will drive through the site prior to any construction to ensure that the TMP has been followed and all signage is properly located as required. Daily inspections will be completed to ensure the safety of the traveling public. The TCS will be required to collect Daily Traffic Activity Reports. The Daily Traffic Activity Report and Daily Traffic Sign Check Report, Appendix G are to be completed daily by the TCS during construction operations. A copy of all documentation will be maintained at the SMJV Chetwynd office.

Significant actions by traffic control personnel should be recorded. Traffic control records should include, but not be limited to the following:

- Photo logging.
- Photos accompanied by a description, time, location, direction, and name of photographer.
- Maintaining an up-to-date Traffic Control Plan.

- Daily records of times, locations, and names of individuals involved in the installation, change, and removal of traffic control devices.

When the traffic control inspection process identifies a condition that requires changes, documentation records should include:

- Description and location of the change required, when the requirement was noted, and by whom.
- Instructions given to make changes.
- What changes or replacements were made, and when.
- If changes were deferred, why.

5.3 TRAFFIC CONTROL DEVICE INSTALLATION AND REMOVAL

The Ministry's preferred approach for installing and removing traffic control devices can be found in *Section 6.7 – Device Installation and Removal* of the TMM. Overall guidelines and illustrations are included in *Section 6.7.4 [Device Installation and Removal for] Two-Lane, Two-Way Roadways* (attached in Appendix H).

Appendix A

Emergency Contact Numbers

Emergency Contact Numbers

Site Description: Coastal GasLink Pipeline Project: Section 1 and 2

Highway 97 and Highway 29 Access Locations			
Access	Location	Latitude	Longitude
Access Road 1 & 2	Hwy 97 & Rd 269	55°46'52.6" N	120°53'50.4" W
Chetwynd Camp	Hwy 29 (3.7km S of HWY 97)	55°39'17.1" N	121°35'39.7" W
Access Road 4	Hwy 29 & Lone Prairie Rd.	55°36'36.4" N	121°34'22.2" W
Access Road 8	Hwy 29 (13km S of HWY 97)	55°34'39.6" N	121°35'28.2" W
Access Road 9	Hwy 29 (15km S of HWY 97)	55°33'44.3" N	121°35'36.8" W
Access Road 10	Hwy 29 & Sukunka FSR	55°29'54.5" N	121°37'30.0" W

In the event of an emergency, please call the following numbers:

RCMP	911
Ambulance Service	
Fire Department	
Poison Control Centre	1 800 567 8911
Wildfire	1 800 663 5555
Earthquake, Flood & Dangerous Goods Spills	1 800 663 3456
Highway Maintenance Contractor: Caribou Road Services (South) Ltd.	1 250 788 2407
Reporting Environmental Violations	1 877 952 7277
Air or Marine Emergency	1 800 567 5111
Area Manager Roads - Chetwynd/Pine Pass	1 250 788 3802

Appendix B

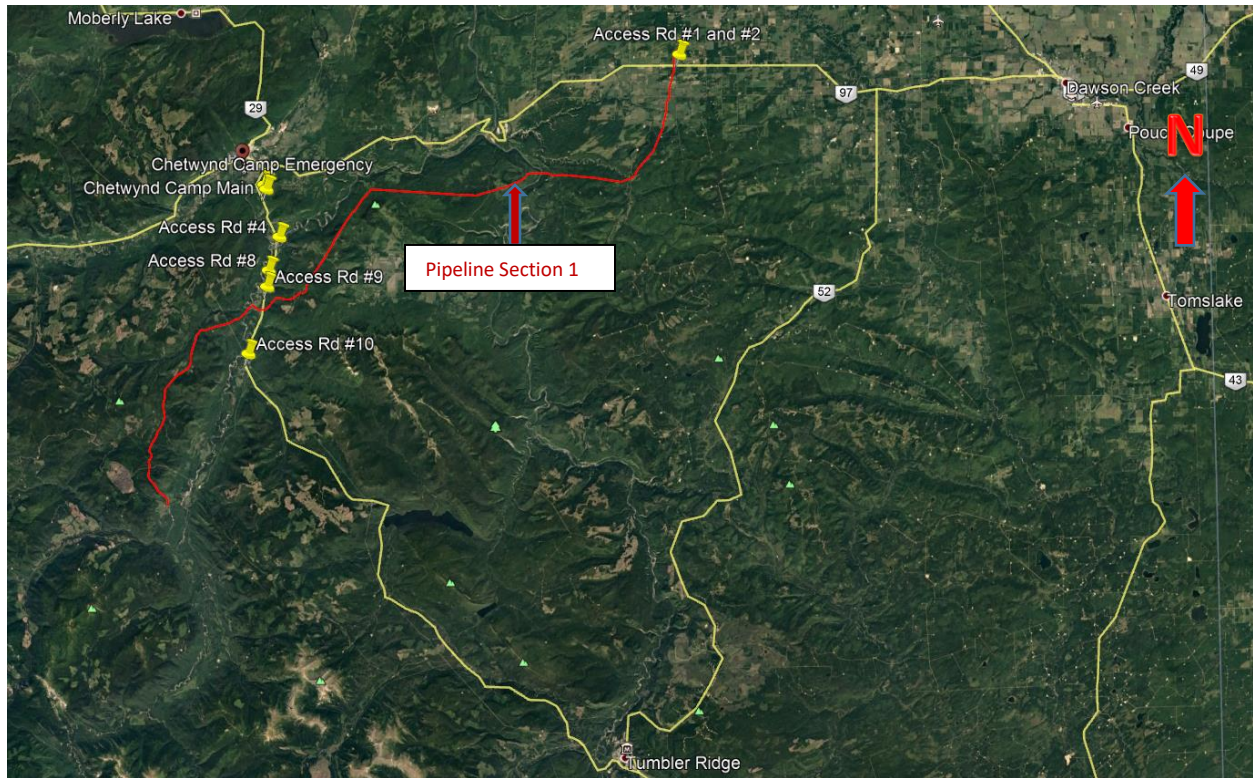
Non-Emergency Contact Numbers

Non-Emergency Contact Numbers

RCMP – Chetwynd Detachment	250 788 9221
Chetwynd Hospital and Health Centre	250 788 2236
Peace River Regional District	250 784 3200
District of Chetwynd	250 401 4100
Commercial Vehicle Safety and Enforcement (CVSE)	250 952 0577
BC Trucking Association	604 888 5319
Drive BC	1 800 550 4997
Local Radio (Peace FM Chetwynd)	250 788 9452
Area Manager Roads - Chetwynd/Pine Pass	1 250 788 3802

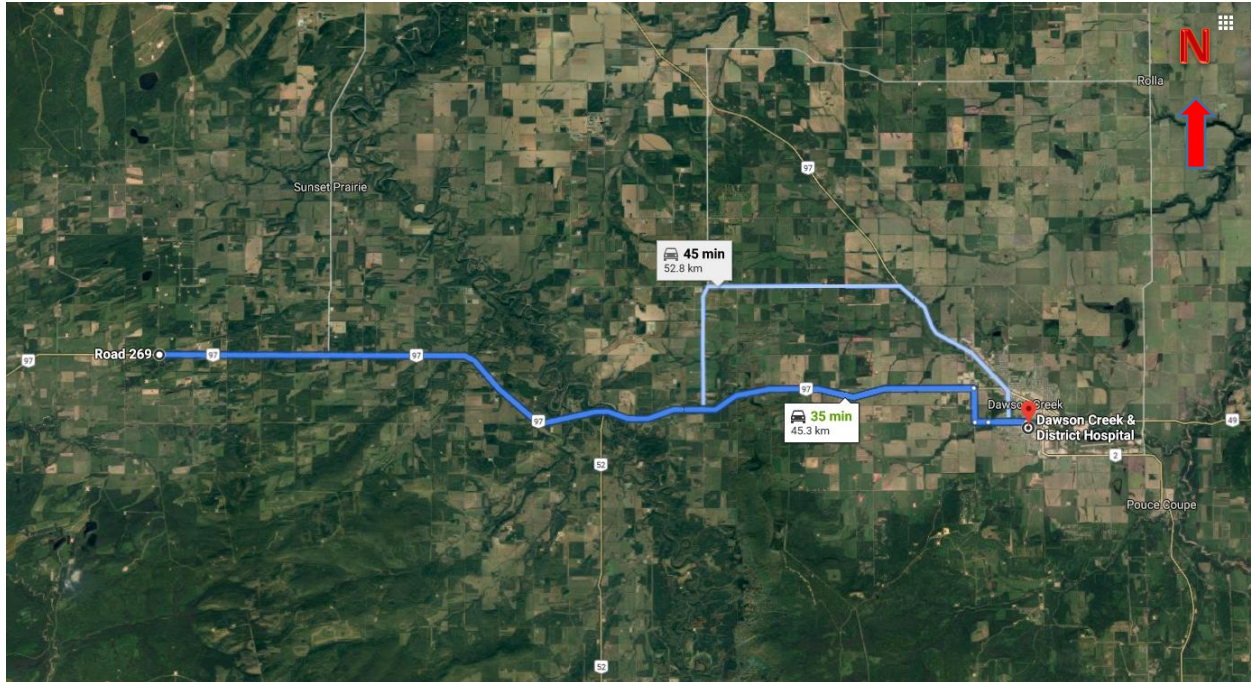
Appendix C

Site Location and Emergency Route Location Maps



Site Location

The Pipeline Project crosses the area between Groundbirch on Highway 97, 57 km east of Chetwynd, British Columbia (Access Road #1 and #2) and Highway 29S, 16 km south of Chetwynd, British Columbia (approx. 1 km south of Access Road #9). The east extremity of the project (pipeline crossing of highway 97) is 45 km west of Dawson Creek. The south-west extremity of the project (pipeline crossing of Highway 29) is 77 km north of Tumbler Ridge.

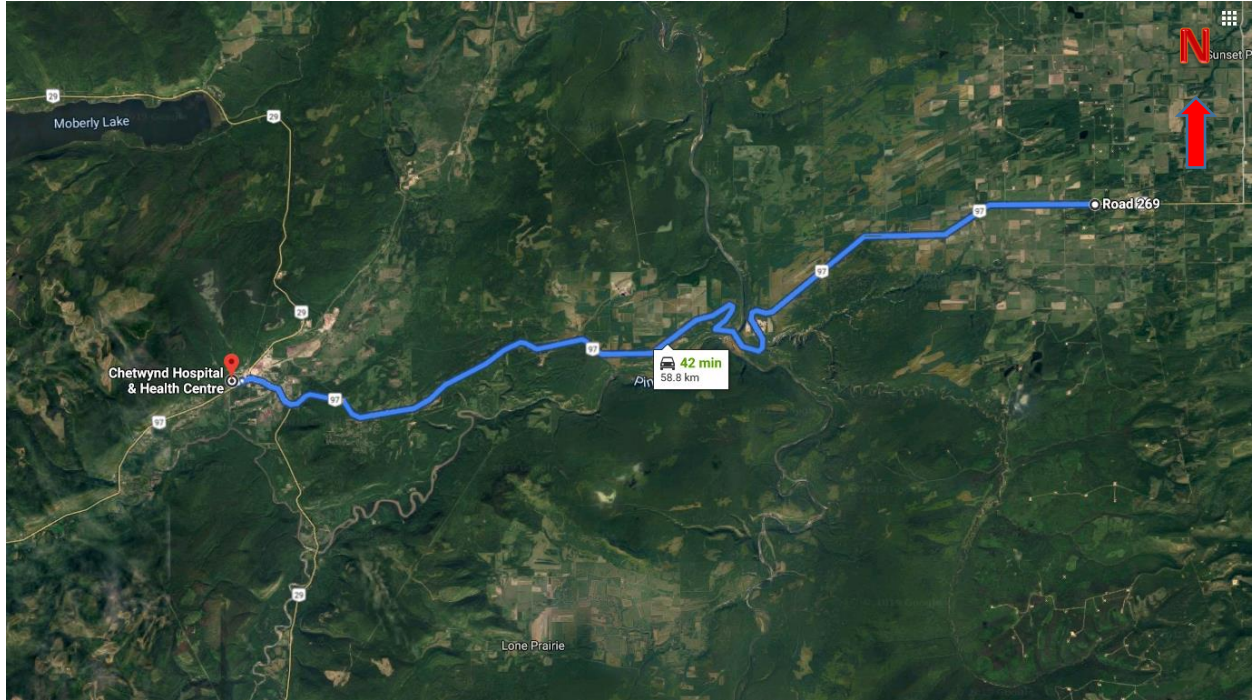


Emergency Route to Dawson Creek Hospital

Emergency Route Map when working in Groundbirch Area – Highway 97 and Access Road #1 and #2 (eastbound towards Dawson Creek Hospital, 45.3 km from Access Road #1 and #2)

- Starting from Access Road #1 and #2 in Groundbirch, head east on Highway 97 (40.6 km)
- Turn right on Dangerous Goods Route (1.6 km)
- Turn left on 208 Road (650 m)/ continue on 108 Avenue (1.8 km)
- Turn right on 13 Street (160 m)
- Turn left on 110 Avenue (220 m)
- Turn right on 10 Street (110 m)
- Turn right on 111 Avenue/ Emergency Entrance Road (74 m)

Dawson Creek and District Hospital
11100 13 Street
Dawson Creek, BC

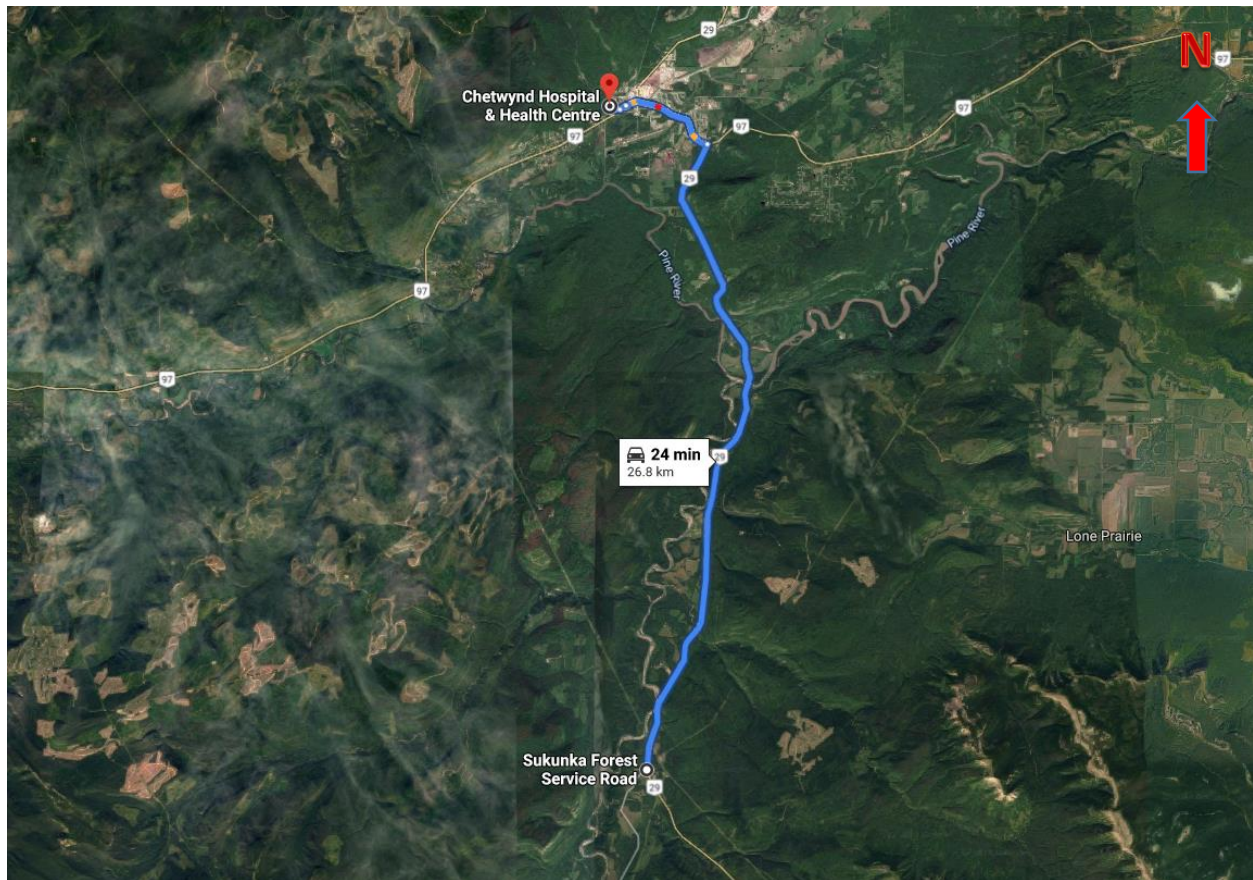


Emergency Route to Chetwynd Hospital

Alternate Emergency Route Map when working in Groundbirch Area – Highway 97 and Access Road #1 and #2 (westbound towards Chetwynd Hospital, 58.8 km from Access Road #1 and #2)

- Starting from Access Road #1 and #2 in Groundbirch, head west on Highway 97 (57.9 km)
- Turn right 53 Street NW (38 m)
- Turn left at the 1st cross street onto North Access Road (240m)
- Turn right onto Hospital Road (500 m)
- Turn right to stay on Hospital Road (130 m)

**Chetwynd Hospital and Health Centre
5400 Hospital Road
Chetwynd, BC**

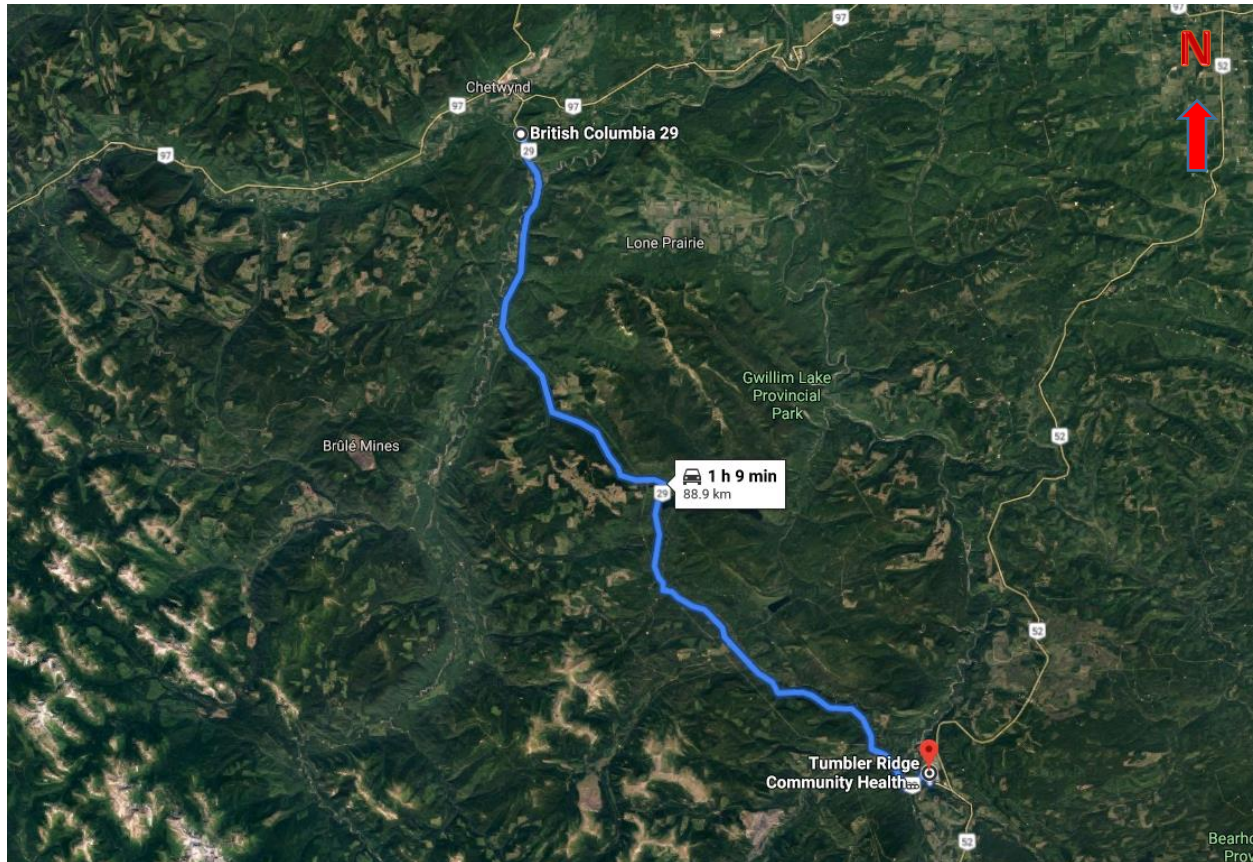


Emergency Route to Chetwynd Hospital

Emergency Route Map when working in area of Highway 29S – Chetwynd Camp, Access #4, #8, #9 and #10 (distance given from Access #10, northbound towards Chetwynd Hospital, 26.8 km from Access #10)

- Starting from Access Road #10 - Sukunka Forest Service Road, for Head north on Highway 29S (22.5 km)
- Turn left onto Highway 29N/ Highway 97 – continue to follow Highway 97 (3.3 km)
- Turn right onto 53 Street NW (38 m)
- Turn left at the 1st cross street onto North Access Road (240 m)
- Turn right onto Hospital Road (500 m)
- Turn right to stay on Hospital Road (130 m)

Chetwynd Hospital and Health Centre
5400 Hospital Road
Chetwynd, BC



Emergency Route to Tumbler Ridge Health Clinic

Alternate Emergency Route Map when working in area of Highway 29S – Chetwynd Camp, Access #4, #8, #9 and #10 (distance given from Chetwynd Camp Emergency Entrance, southbound towards Tumbler Ridge Health Centre, 88.9 km from Chetwynd Camp)

- Starting from Chetwynd Camp, head south on Highway 29S (88.0 km)
- Turn left onto Monkman Way (350 m)
- Turn right onto Southgate Street (500 m)
- Turn left onto Front Street (63 m)

Tumbler Ridge Health Clinic
220 Front Street
Tumbler Ridge, BC

Appendix D

Emergency Contact Procedure and List

Emergency Contact Procedure and List

In the event of an emergency outside work hours or during weekends, please follow the following procedure for contacting the necessary site personnel.

Site Description: Coastal GasLink Pipeline Project: Section 1 and 2

Highway 97 and Highway 29 Access Locations			
Access	Location	Latitude	Longitude
Access Road 1 & 2	Hwy 97 & Rd 269	55°46'52.6" N	120°53'50.4" W
Chetwynd Camp	Hwy 29 (3.7km S of HWY 97)	55°39'17.1" N	121°35'39.7" W
Access Road 4	Hwy 29 & Lone Prairie Rd.	55°36'36.4" N	121°34'22.2" W
Access Road 8	Hwy 29 (13km S of HWY 97)	55°34'39.6" N	121°35'28.2" W
Access Road 9	Hwy 29 (15km S of HWY 97)	55°33'44.3" N	121°35'36.8" W
Access Road 10	Hwy 29 & Sukunka FSR	55°29'54.5" N	121°37'30.0" W

For Emergency Response Call 911

Emergency Contacts

(780) 742-4834	(Superintendent)	Rob Beckner
(403) 400-6496	(Traffic Control Supervisor)	Xiaojian Wei
(250) 556-4356	(Corporate Safety Manager)	Hugh Odwyer
(403) 585-5604	(Project Manager)	Alan Atkinson

Procedure

1. In the event of an emergency, contact the listed emergency contacts in the order specified.
2. Describe the incident and the location.
3. Ensure emergency contacts understand the situation and are travelling to site, as required.
4. If necessary, safely wait for emergency contacts to arrive on site.

Appendix E

Installation of Traffic Control Signs

Installation of Traffic Control Signs

All traffic control (TC) signs will be placed in the locations stated in the TMP drawing. All TC signs will meet the requirements set out in the *Interim Traffic Management Manual for Work on Roadways, 2015*, BC MoTI and will be:

- Standard in size, shape, colour and message
- Clean and in good condition
- Reflectorized for night use

Signs may be attached to posts or portable supports. Most signs should be post-mounted on long-term projects. Temporary STOP and YIELD signs should be mounted at approximately the same height and in approximately the same position as for permanent installations. Portable sign supports are more practical for short duration work and for signs that need to be repositioned regularly. Work zone signs supports should be lightweight, yielding or have the same breakaway features as for permanent installations. To avoid illegibility due to glare from direct reflection of headlights, signs may be tilted back or rotated a few degrees away from the roadway.

Figure 4.1 A from the BC MoTI *Interim Traffic Management Manual for Work on Roadways* shows minimum mounting heights and lateral offsets for signs on mounted posts. Signs on portable supports should be as high as possible up to the mounting height for fixed post installations. Mounting heights above the minimum requirements may be used if necessary to increase the visibility of signs.

Signs up to 75 cm x 75 cm may be mounted on one post. Larger signs normally require two posts to prevent twisting and turning.

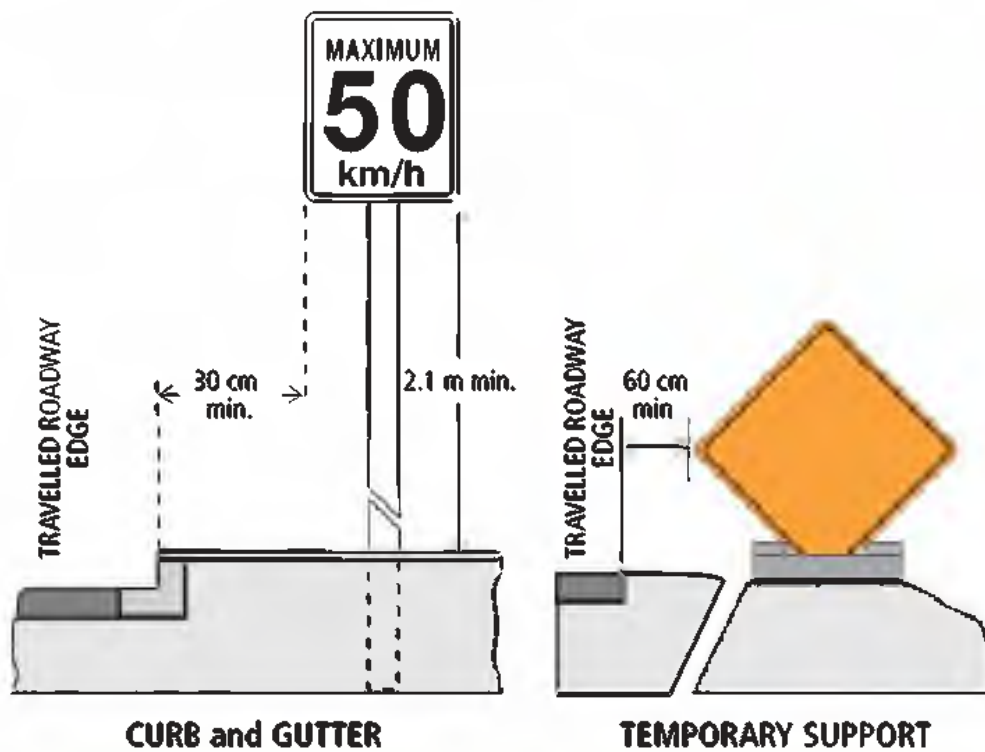
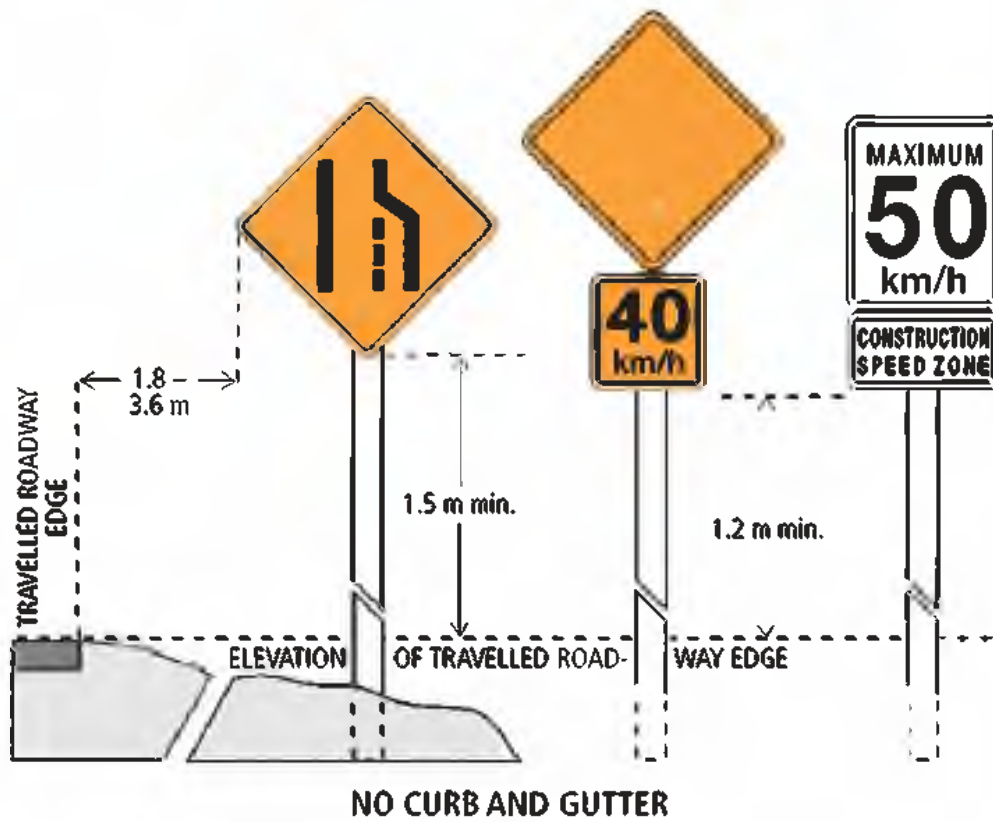


Figure 4.1 A: Typical Sign Installation Heights and Offsets

Appendix F

Incident Response Form

Coastal GasLink Pipeline Project – Section 1 and 2 – Highway 97 and Highway 29 Access, Chetwynd, BC

This form will be completed at the post incident meeting. A meeting will be held after any traffic incident to discuss the cause and prevention. Ensure incident is recorded on the Daily Traffic Management Form. Document all correspondence and safety related issues.

Incident Information: _____

Time / Date: _____

Reported by (name / position): _____

Contact Telephone for above: _____

Location of incident: _____

Cause and effect of incident: _____

Measures taken to prevent future incidents: _____

Further action taken: _____

Injuries caused by incident: _____

Contractor Representative

Signature: _____

Date: _____

Departmental Representative

Signature: _____

Date: _____

Appendix G

Daily Traffic Activity Report and Daily Traffic Sign Check Report

DAILY TRAFFIC ACTIVITY REPORT

Date: _____

Inspector: _____

Summary of Traffic Activity:

Incident/Information Report	Time	Location	Comments

Comments:

Traffic Control Supervisor Comments:

Traffic Inspector: _____
 Signature

Traffic Control Supervisor: _____
 Signature

Date Signed: _____

DAILY TRAFFIC SIGN CHECK

Date: _____

Inspector: _____

Traffic Control Sign	Time	Location	Checked	Comments

Traffic Inspector: _____
 Signature

Traffic Control Supervisor: _____
 Signature

Date Signed: _____

Appendix H

TMM Section 6.7.4 – Device Installation and Removal for Two-Lane, Two-Way Roadways

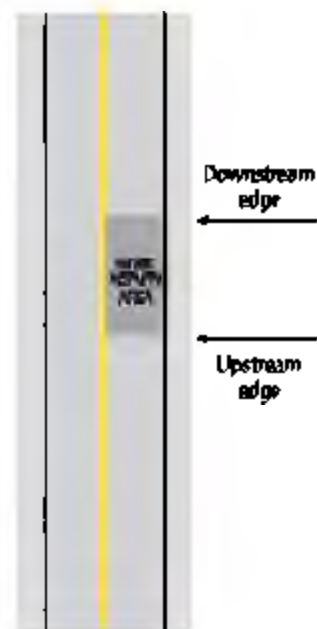
6.7.3 Removal Considerations

1. If the speed is ≥ 70 km/h, a shadow vehicle with a 360-degree flashing light and 4-way flashers is recommended when removing traffic control devices. Position the shadow vehicle between the worker and the approaching traffic.
2. Uncover any previously covered signs that are required for the two-way traffic.
3. In detour situations where vehicles have been directed to use alternative routes, remove upstream signage first to ensure that traffic has not been directed to an alternative route from which the signs have been partially removed.

6.7.4 Two-Lane, Two-Way Roadways

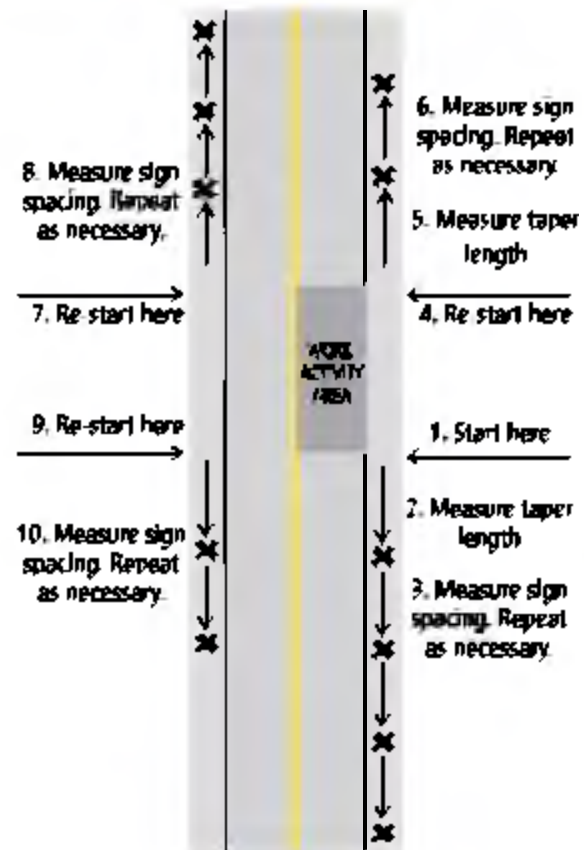
Step 1: Planning the Setup

1. Using the Traffic Control Plan, define the edges of the work activity area.
2. Mark the upstream and downstream edge of the work activity area.



Step 2: Determining the Layout

1. Mark sign and channelizing device placement in accordance with the Traffic Control Plan or Tables A and B (see [Section 6.6](#) or [Appendix F](#)).
 - Measurements may be made using a variety of methods (e.g., Distance Measuring Instrument, GPS, or manual measuring).
 - Marking may be done at the edge of pavement with survey stakes, paint, or other temporary markers.
 - Measure outward starting from the edge of the work activity area.
2. Follow sub-steps 1 through 10 as shown in the diagram on the right.

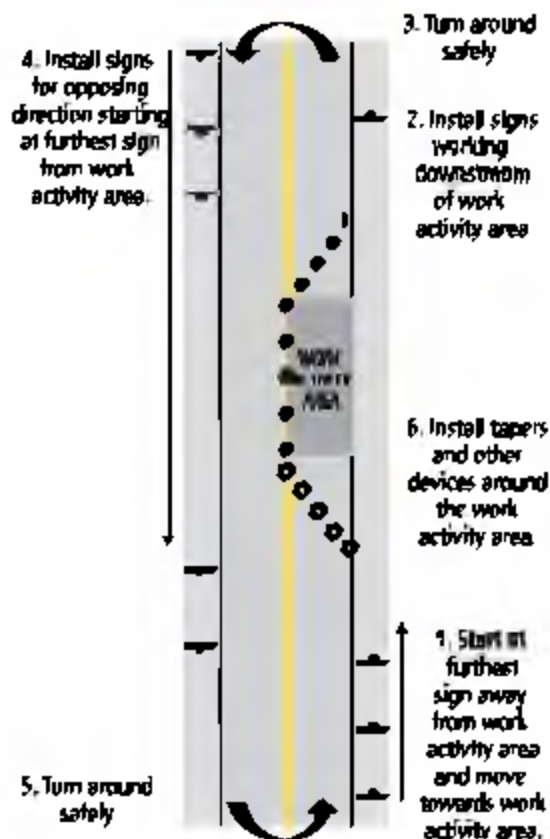


Step 3: Order of Installation

Traffic control devices should be placed in the order that drivers will encounter them, beginning with the sign or device furthest upstream from the work activity area and continuing forward. Typically, channelizing devices forming lane shifts, merges, detours, and other traffic pattern changes are established after the signs identifying the work zone are in place.

Using the diagram on the right

1. Start at the furthest sign upstream and move towards the work activity area, placing signs in the locations previously marked and keeping as far to the right as possible.
 - Cover any existing conflicting signs.
2. Place signs for the termination area.
3. Pull off the road in an appropriate area to turn around and travel in the opposite direction.
4. Complete sign placement in the opposite direction, keeping as far to the right as possible.
 - Cover any existing conflicting signs.
5. Pull off the road in an appropriate area to turn around and travel in the opposite direction.
6. Place tapers and delineation around the work activity area.



Step 4: Planning the Removal

As soon as the traffic control devices are no longer needed, they should be removed. During the removal process, Traffic Control Persons, flashing arrow boards, shadow vehicles, and/or flashing vehicle lights should be used.

Signs and devices are removed in the opposite order of which they were installed. Traffic Control Person Ahead C-001 signs should remain in place until Traffic Control Persons are no longer needed.

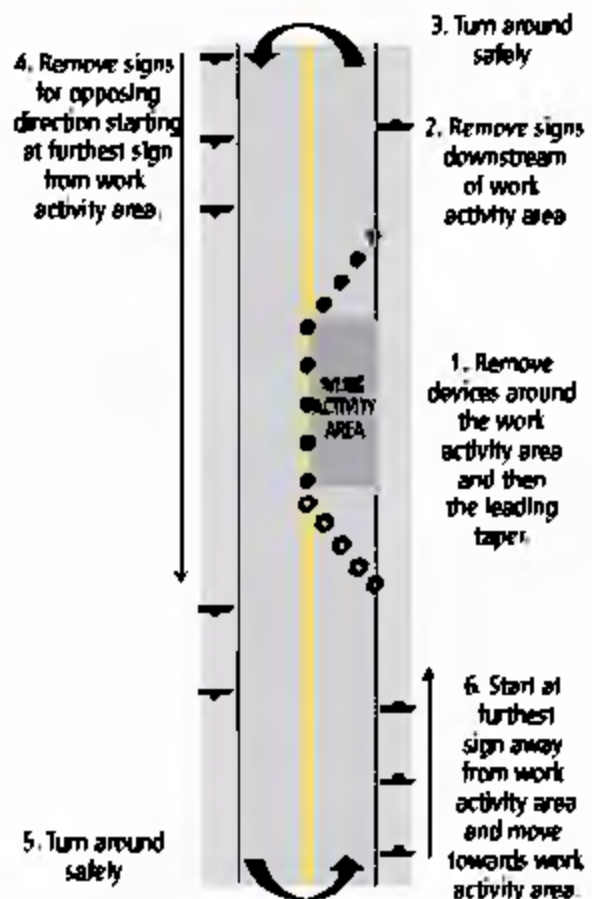
No worker should ride outside on the rear of a reversing vehicle. If special circumstances allow for this practice, it is mandatory to follow Section 16.31 in WorkSafeBC's Occupational Health and Safety Regulation (Rider Restriction).

Step 5: Order of Removal

Ensure that work operations have ceased, and that all equipment and workers are off the roadway.

Using the diagram on the right:

1. First remove channelizing devices on the travelled roadway. Do not remove advance warning signs until all other devices are removed.
 - Use a TCP to stop traffic, if required, and pull channelizing devices off the roadway, starting with those closest to the work on the downstream side and then moving to the upstream side. If necessary, place channelizing devices on the shoulder for storage and later pick-up.
2. Starting at the nearest sign downstream of the work activity area, remove or turn signs not in use, keeping as far to the right as possible.
 - Uncover any previously covered signs that are required for re-establishing normal traffic operations.
3. Pull off the road in an appropriate area to turn around and travel in the opposite direction.
4. Remove devices and remove or turn signs not in use in the opposite direction, keeping as far to the right as possible.
 - Uncover any previously covered signs that are required for re-establishing normal traffic operations.
5. Pull off the road in an appropriate area to turn around and travel in the opposite direction.
6. Remove the advance warning signs upstream of the work activity area.

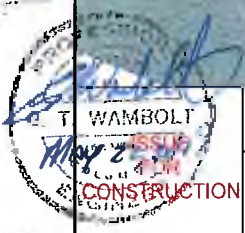


Appendix I

TRAFFIC CONTROL DRAWINGS



SIGN CODE	QUANTITY	REFERENCE	CUSTOMIZE
C-018-2A	2	AS PER BC MOTI STANDARD	CONSTRUCTION 2KM AHEAD
C-018-1A	2	AS PER BC MOTI STANDARD	
C-172-L	2	AS PER BC MOTI STANDARD	
C-172-R	2	AS PER BC MOTI STANDARD	
C-172-T	4	AS PER BC MOTI STANDARD	NO PASSING FOR 150 m
Zc-173-1L	1	CGL-DWG-TYP-1090 RA	SMJV YARD
Zc-173-1R	1	CGL-DWG-TYP-1090 RA	SMJV YARD
Zc-173-1L	1	CGL-DWG-TYP-1091 RA	SMJV EMERGENCY
Zc-173-1R	1	CGL-DWG-TYP-1091 RA	SMJV EMERGENCY
R-001	2	AS PER BC MOTI STANDARD	



LEGEND
 PROPOSED TWO-SIDED DRAZES

GENERAL NOTES
 1) The retroreflective standards of all construction signs shall meet minimum levels of ASTM Type 9 of better sheeting.
 2) Conflicting signs shall be covered.
 3) During periods of inactive work, construction signs shall be covered as appropriate.
 4) Sign spacing shown is minimum required and may be adjusted to suit field conditions.

REFERENCE DRAWINGS

REVISIONS

CGL NPS Ø48 STEEL GAS PIPELINE
SITE-SPECIFIC TRAFFIC CONTROL
 CHETWYND MULTI-USE YARD
 CGL-DWG-SKT-0001

Control Traffic
 Right of Way



SIGN CODE	QUANTITY	REFERENCE	CUSTOMIZE
C-018-2A	2	AS PER BC MOTI STANDARD	CONSTRUCTION 2KMAHEAD
C-018-1A	2	AS PER BC MOTI STANDARD	
C-172-L	1	AS PER BC MOTI STANDARD	
C-172-R	1	AS PER BC MOTI STANDARD	
C-172-T	2	AS PER BC MOTI STANDARD	NO PASSING FOR 150 m
SMJV -ROAD-INFO-001 L	1	CGL-DWG-TYP-1017 RA	SMJV ACCESS RD
SMJV -ROAD-INFO-001 R	1	CGL-DWG-TYP-1017 RA	SMJV ACCESS RD

LEGEND

SMJV ACCESS RD 4

02/10/2023

GENERAL NOTES

1) The retroreflective standards of all construction signs shall meet minimum levels of ASTM Type 9 of better sheeting.

2) Conflicting signs shall be covered.

3) During periods of inactive work, construction signs shall be covered as appropriate.

4) Sign spacing shown is minimum required and may be adjusted to suit field conditions.

REFERENCE DRAWINGS			
NO.	STATUS	DESCRIPTION	DATE
1	ISSUED	BLUE FOR USE	14/05/23
2	ISSUED	BLUE FOR USE	22/05/23
3	ISSUED	BLUE FOR USE	17/06/23
4	ISSUED	BLUE FOR USE	17/06/23
5	ISSUED	BLUE FOR USE	17/06/23
6	ISSUED	BLUE FOR USE	17/06/23
7	ISSUED	BLUE FOR USE	17/06/23
8	ISSUED	BLUE FOR USE	17/06/23
9	ISSUED	BLUE FOR USE	17/06/23
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94	ISSUED	BLUE FOR USE	17/06/23
95	ISSUED	BLUE FOR USE	17/06/23
96	ISSUED	BLUE FOR USE	17/06/23
97	ISSUED	BLUE FOR USE	17/06/23
98	ISSUED	BLUE FOR USE	17/06/23
99	ISSUED	BLUE FOR USE	17/06/23
100	ISSUED	BLUE FOR USE	17/06/23

SURERUS MURPHY

Coastal GasLink

CGL NPS Ø48 STEEL GAS PIPELINE

SITE-SPECIFIC TRAFFIC CONTROL

ACCESS RD 4

CGL-DWG-SKT-0003

C

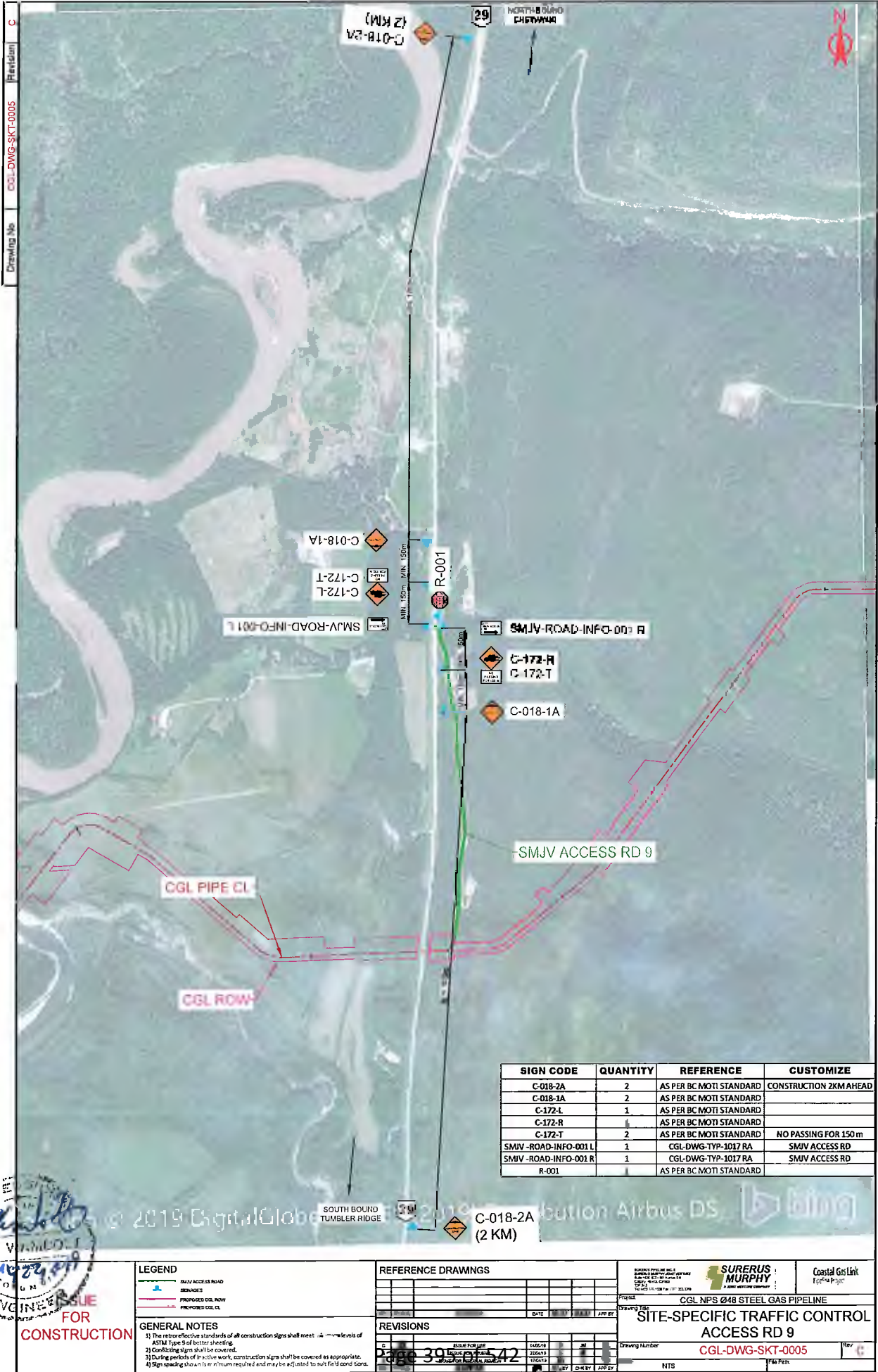
PROFESSIONAL ENGINEER

G. T. MAMROU

May 8, 2023

ISSUE FOR CONSTRUCTION





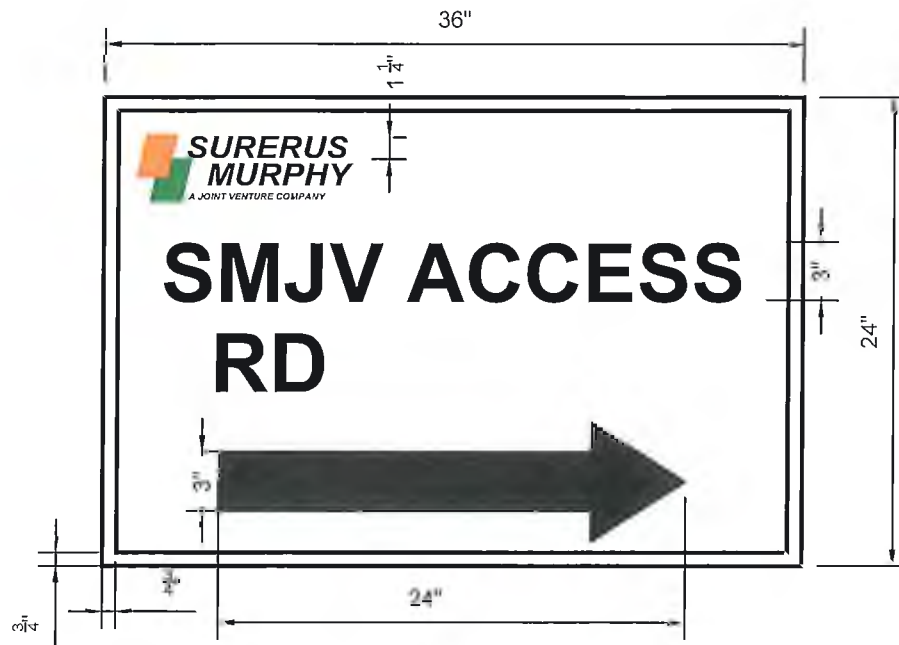
SIGN CODE	QUANTITY	REFERENCE	CUSTOMIZE
C-018-2A	2	AS PER BC MOTI STANDARD	CONSTRUCTION 2KM AHEAD
C-018-1A	2	AS PER BC MOTI STANDARD	
C-172-L	1	AS PER BC MOTI STANDARD	
C-172-R	1	AS PER BC MOTI STANDARD	
C-172-T	2	AS PER BC MOTI STANDARD	NO PASSING FOR 150 m
SMJV-ROAD-INFO-001 L	1	CGL-DWG-TYP-1017 RA	SMJV ACCESS RD
SMJV-ROAD-INFO-001 R	1	CGL-DWG-TYP-1017 RA	SMJV ACCESS RD
R-001	1	AS PER BC MOTI STANDARD	

PROFESSIONAL ENGINEER
G. T. VANDOL
FOR CONSTRUCTION

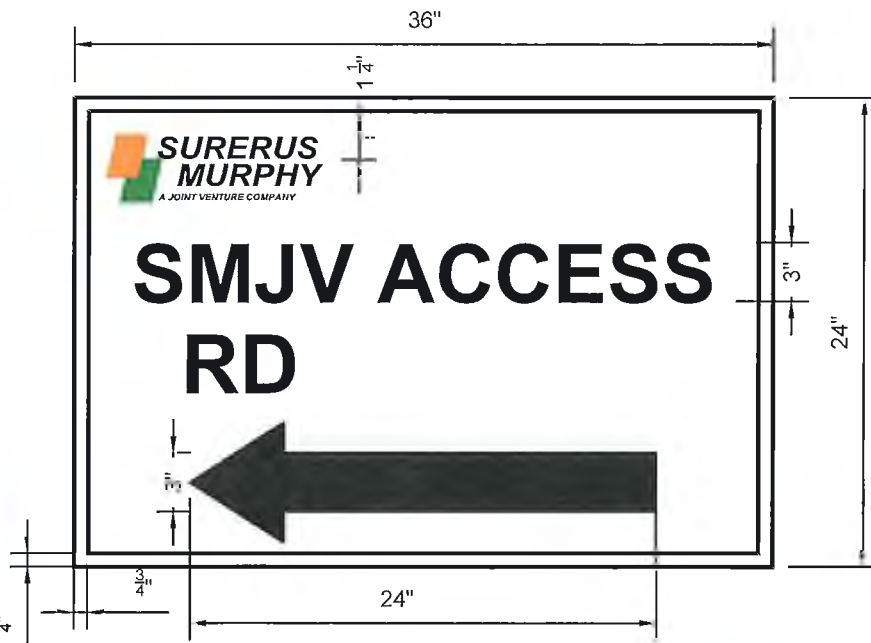
LEGEND SMJV ACCESS ROAD SERVICES PROPOSED CGL ROW PROPOSED CGL CL	REFERENCE DRAWINGS DATE BY APP BY	REVISIONS DATE BY APP BY	GENERAL NOTES 1) The retro reflective standards of all construction signs shall meet or exceed the levels of AS1M Type III or better shielding. 2) Conflicting signs shall be covered. 3) During periods of in active work, construction signs shall be covered as appropriate. 4) Sign spacing shall be minimum required and may be adjusted to suit field conditions.	REVISIONS DATE BY APP BY	PROJECT CGL NPS 048 STEEL GAS PIPELINE SITE-SPECIFIC TRAFFIC CONTROL ACCESS RD 9 CGL-DWG-SKT-0005	DESIGNED BY SURREUS MURPHY A JACOBS COMPANY Coastal GasLink Engineering
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Appendix J

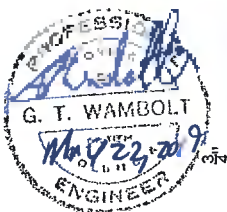
CUSTOMIZED SIGN DETAILS



SMJV-ROAD-INFO-001 R



SMJV-ROAD-INFO-001 L



**ISSUE
FOR
CONSTRUCTION**

GENERAL NOTES

- THIS DRAWING MUST BE READ IN CONJUNCTION WITH ALL OTHER CONTRACT DRAWINGS RELATING TO THE PROJECT.
- THIS DRAWING IS SOLELY FOR THE USE OF THE CONTRACTUAL CUSTOMER OF SURERUS MURPHY JV (SMJV).
- SMJV ASSUMES NO LIABILITY TO ANY OTHER PARTY FOR REPRESENTATION CONTAINED IN THIS DRAWING.
- ALL SURVEY INFORMATION IS TO BE VERIFIED CORRECT PRIOR TO CONSTRUCTION COMMENCEMENT.

REVISIONS

REV	STATUS	DESCRIPTION	DATE	REV BY	CHK BY	APP BY
B	USE	ISSUE FOR CONSTRUCTION	22/05/19	XW	JM	TW
A	REVIEW	ISSUE FOR INTERNAL REVIEW	25/03/19	MJB	JM	

SURERUS MURPHY JOINT VENTURE
Suite 1600, 605 - 5th Avenue SW
Calgary, Alberta, Canada
Tel: (403) 553-1353 Fax: (403) 333-5363



**Coastal GasLink
Pipeline Project**

Project:

Drawing Title:

MAJOR ROAD INFORMATION

Drawing Number:

CGL-DWG-TYP-1017

Rev: B

Scale:

NTS

File Path:



Zc-173-1L (SMJV YARD)



Zc-173-1R (SMJV YARD)

NOTE:

DIMENSION AND DETAILED SPECIFICATION, AS PER MOTI D16 9645

<p>ISSUE FOR CONSTRUCTION</p>	<p>GENERAL NOTES</p> <ul style="list-style-type: none"> THIS DRAWING MUST BE READ IN CONJUNCTION WITH ALL OTHER CONTRACT DRAWINGS RELATING TO THE PROJECT. THIS DRAWING IS SOLELY FOR THE USE OF THE CONTRACTUAL CUSTOMER OF Surerus Murphy JV. SYMM ASSUMES NO LIABILITY TO ANY OTHER PARTY FOR REPRESENTATION CONTAINED IN THIS DRAWING. ALL SURVEY INFORMATION IS TO BE VERIFIED CORRECT PRIOR TO CONSTRUCTION COMMENCEMENT. 						<p><small>Surerus Murphy Joint Venture Suite 1600, 600 - 1st Avenue SW Calgary, Alberta, Canada Tel: (403) 500-1325 Fax: (403) 333-5339</small></p> <p>Surerus Murphy <small>A JOINT VENTURE COMPANY</small></p>		<p>Coastal GasLink Pipeline Project</p>																						
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						<p>Scale:</p> <p>NTS</p>		<p>File Path:</p>																							



Zc-173-1L (SMJV EMERGENCY)



Zc-173-1R (SMJV EMERGENCY)

NOTE:
DIMENSION AND DETAILED SPECIFICATION, AS PER MOTI D16 9645

ISSUE FOR CONSTRUCTION	GENERAL NOTES <ul style="list-style-type: none"> THIS DRAWING MUST BE READ IN CONJUNCTION WITH ALL OTHER CONTRACT DRAWINGS RELATING TO THE PROJECT. THIS DRAWING IS SOLELY FOR THE USE OF THE CONTRACTUAL CUSTOMER OF SURERUS MURPHY JV (SMJV). SMJV ASSUMES NO LIABILITY TO ANY OTHER PARTY FOR REPRESENTATION CONTAINED IN THIS DRAWING. ALL SURVEY INFORMATION IS TO BE VERIFIED CORRECT PRIOR TO CONSTRUCTION COMMENCEMENT. 						SURERUS MURPHY A JOINT VENTURE COMPANY <small>SURERUS MURPHY JOINT VENTURE Suite 1000, 600 - 5th Avenue SW Calgary, Alberta, Canada Tel: (403) 333-1333 Fax: (403) 333-1333</small>		Coastal GasLink Pipeline Project																									
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NOTE:

Outlined text indicates variable messaging. Actual messaging is solid black as shown above.
Provide messaging to the manufacturer when ordering.



NOTE:

This part of the message must fit within space indicated, 1220 x 406 mm
in order to accommodate future overlays of the same dimension.

Ref: D16 9645

Approved: January, 2017
Jerry Froese
Senior Traffic Engineer

Sign Item Number	Dimensions (W x H) mm	Substrate	Reflectivity (ASTM Type)	Colour	Approval Required	Typical Application
-	-	-	-	-	-	-
Zc-173-1L	1830 x 915	0.081 AL	9	B / FLO	STOE	All Roads or Highways
-	-	-	-	-	-	-
-	-	-	-	-	-	-

Sign Description: For temporary industrial access, off Ministry ROW.

Company Name

Access Number
or Road Name →

NOTE:

Outlined text indicates variable messaging. Actual messaging is solid black as shown above.
Provide messaging to the manufacturer when ordering.



NOTE:

This part of the message must fit within space indicated, 1220 x 406 mm
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Sign Item Number	Dimensions (W x H) mm	Substrate	Reflectivity (ASTM Type)	Colour	Approval Required	Typical Application
-	-	-	-	-	-	-
Zc-173-1R	1830 x 915	0.081 AL	9	B / FLO	STOE	All Roads or Highways
-	-	-	-	-	-	-
-	-	-	-	-	-	-

Sign Description: For temporary industrial access, off Ministry ROW.

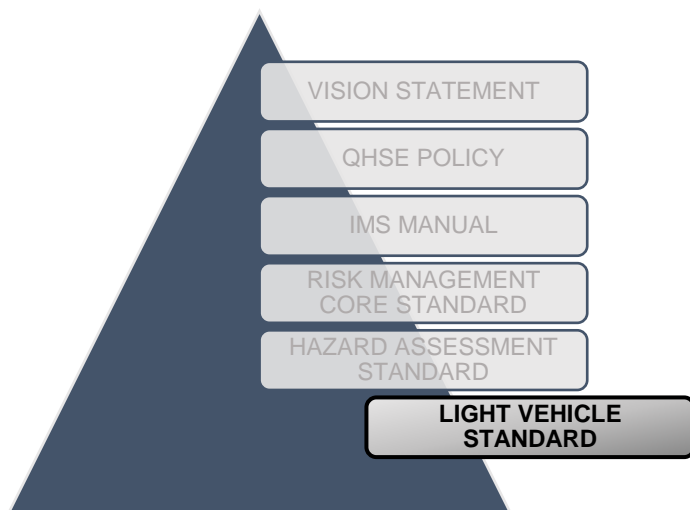
Appendix C: SMJV Light Vehicle Management HS Standard

SSMJV-HS-STN-008

This document is revised independently from the Traffic Management Plan.

Light Vehicle Management HS Standard

To be the company of choice for our people and our clients by delivering safe and quality work.



5	2019-02-12	Resolved ISN deficiencies. Enhanced Journey Management section. Issued for Use.
4	2019-01-19	Added 360 walk around requirement; driver abstract expectation, updated minimum vehicle requirements, updated tire requirements, added towing requirements, added industry best standard hand signals, revised journey management requirements, added journey management assessment forms, added multi-jurisdictional requirements. Issued for Use
0	2018-06-01	Issued for Use
Revision	Date (yyyy-mm-dd)	Status / Change Description

Document Number and Revision	SSMJV-HS-STN-008 Rev 5
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FIGURES

No table of figures entries found.

APPENDICES

No appendices exist for this Document

Based on SSMJV-TMP-0004 Rev 06 Template for Management System Standards

If you have ideas to improve the Management System, please email them to QHSE@Surerus-Murphy.com

1. Introduction

1.1. Purpose

The following Light Vehicle Safety Standard applies to employees who drive light-duty vehicles (i.e., vans, pickup trucks, cars, ATV's, etc.) that are owned, leased, or contracted by the Company. It also includes those vehicles rented by employees for use on Company business as well as those personal vehicles operating on Company business.

1.2. Scope

The Light Vehicle Safety Standard applies to all employees and contractors engaged in transporting workers, secured loads, and travelling to or from a Company work site.

All employees and contractors must review the Company's Light Vehicle Standard as part of the initial company on-boarding

1.3. References

1.3.1. External

Table 1. Relevant External Resources

Document Name
ISO 9001:2015 Quality Management Systems
ISO 14001:2015 Environmental Management Systems
ISO 45001:2015 Occupational Health and Safety Management Systems
Alberta OHS Code - Parts 2 Hazard Assessment and Part 6 Section 114 Winching Operations
Alberta OHS Code - Part 9 Fall Protection Section 155 Fall Protection on Vehicles and Loads
Alberta OHS Code - Part 10 Fire and Explosion Hazards Section 166 Internal Combustion Engines
Alberta OHS Code - Section 172 Welding Services from Vehicles and Section 173 Horizontal Cylinder Storage, and 236
Alberta Traffic Safety Act (2017) and Vehicle Equipment Regulation (2009)
Alberta Municipal Affairs - Code for Electrical Installations at Oil and Gas Facilities
BC WCB - OHS Regulation: Parts 16 Mobile Equipment
BC Motor Vehicle Act (2017) and Regulations (2017) and Off-Road Vehicle Regulation (2017)
Canada Safety Council: ATV/UTV/Snowmobile Training Syllabus
Saskatchewan Traffic Safety Act
Saskatchewan OHS Reg – Part XI Powered Mobile Equipment
Saskatchewan OHS Reg – Part III Working Alone or at Isolated Place of Employment
Saskatchewan OHS Reg – Part IX Safeguards, storage, warning signs and signals

1.3.2. Internal

Table 2. Relevant Internal Resources

Document Name	Document Number
Integrated Management System Manual	SSMJV-GV-MAN-001
Hazard Assessment Standard	SSMJV-HS-STN-002
Incident Management Standard	SSMJV-GV-STN-006
Personnel Protective Equipment Standard	SSMJV-HS-STN-010
Variance Management Standard	SSMJV-GV-STN-016
Progressive Discipline Standard	SSMJV-HR-STN-001
Drug & Alcohol Standard	SSMJV-HR-STN-002
Vehicle Assignment Form	SSMJV-HS-FOR-035
Vehicle Incident Information Form	SSMJV-HS-FOR-034
Vehicle Safety Checklist	SSMJV-HS-FOR-040
Journey Management Form	SSMJV-HS-FOR-051
Hand Signal – Wallet Card	SSMJV-HS-PHO-004
Hand Signal - Poster	SSMJV-HS-PHO-005

2 Definitions and Acronyms

Company definitions and acronyms are found in the [Integrated Management System \(IMS\) Manual](#). Those specific to this H&S Standard include the following:

Table 3. Definitions & Acronyms

Term	Description
Off-Highway Vehicle	Means a motorized off-highway vehicle
All-Terrain Vehicle	ATV is designed to travel on four or more low pressure tires with or without tracks added, with a seat designed to be straddled by the operator and handlebars for steering. Note: Three wheeled not permitted.
Utility Task Vehicle	UTV is a motorized off-highway vehicle, designed to travel on four or more low pressure tires with or without tracks added, with side by side seat designation utilizing a steering wheel.
Snowmobile	Snowmobile is a tracked motorized off-highway vehicle, designed to travel on snow with a seat designed to be straddled by the operator and handlebars for steering.
Competent Person	Is qualified because of knowledge, training and experience to organize the work and its performance Is familiar with the applicable federal and provincial Occupational Health and Safety Acts and regulations that apply to the work, and

Term	Description
	Has knowledge of any potential or actual danger to health and safety in the workplace and their mitigating factors
Mobile Equipment	Means a wheeled or tracked vehicle which is engine or motor powered, together with attached or towed equipment, but not a vehicle operated on fixed rails or tracks.
Variance	Means a temporary procedure developed for a specific purpose, when the health and safety manual procedures and guidelines cannot be followed. Each Variance must be approved and is for a one-time use. It does not permit non-compliance with regulatory requirements.
ANSI	American National Standards Institute
OHV	Off-Highway Vehicle
CSA	Canadian Standards Association.
CT	Critical Task
SSOP	Site Specific Operating Procedure
SWP	Safe Work Permit
FLHA	Field Level Hazard Assessment
UTV	Utility Terrain Vehicle
ATV	All-Terrain Vehicle

3. General Rules

- The company requires all drivers to drive in accordance with the law.
- All drivers shall be trained on this Standard
- Driving directions should be obtained if driving to an unfamiliar location
- Drivers will follow Company Journey Management procedures
- Drivers shall carry a reliable method of communication in case of emergency (e.g. cell phones, radios, etc)
- Drivers shall not operate equipment which is defective, or which is not in compliance with the law.
- No supervisor or manager will allow a driver to drive, and no driver shall drive after he or she has accumulated 13 hours of driving time in a day or after the driver has accumulated 14 hours of on-duty time in a day.
- When driving long distances, drivers should take rest breaks to mitigate fatigue
- The Company prohibits the possession and use of illegal drugs and alcoholic beverages at their yards, facilities, and work sites and in all Company-owned or leased vehicles and vehicles used by employees and contractor's vehicles on Company business. Employees and contractors will comply with the [Alcohol and Drug Standard](#).
- Any damage to a company vehicle must be reported within 24hrs to the relevant supervisor. Failure to report will result in disciplinary action.

- One of the most important rules of the road is courtesy. Consider the rights and privileges of others.
- The vehicle's motor shall not be running while refuelling or installing tire chains.
- When parked, standard transmission vehicles should be placed in low gear or reverse; automatic transmission vehicles should be in park. In both circumstances, engage the emergency brake and, if necessary, block the wheels.
- Drivers shall not leave the vehicle engine running when not in the vehicle. In those instances where such is deemed necessary, the emergency brake shall be firmly engaged.
- Prior to moving a vehicle, conduct a 360 walk around to check of obstructions and hazards
- A worker must not ride in a vehicle with any part of the body outside the vehicle.
- A vehicle shall be driven according to weather and road conditions and must be under control at all times. Driving under adverse weather conditions should be avoided if possible.
- Driving should be done during daylight hours, if possible.

4. Driver Selection and Criteria

The **Project Manager** is accountable for ensuring that the following requirements are met prior to issuing a company vehicle.

Driver selection will be determined by the following:

1. Company vehicle drivers must have a current and valid driver's license for the jurisdiction in which they are operating a company vehicle.
2. All drivers must upload their driver's abstract to Safety Sync before operating a company vehicle. The abstract must;
 - a. cover the previous five years
 - b. be current within one month of hire date.
 - c. Must be provide yearly, or at the beginning of a new project, whichever comes sooner.
3. Company vehicles will not be provided if the abstract shows 10 or more points unless approved by VP of Operations and a monitoring and coaching program is implemented.
4. The abstracts will be reviewed by the **Project Safety Dept** or the **hiring individual (facilities)** and the names of those meeting the criteria will be passed to the relevant supervisor / line manager.
5. A **Vehicle Assignment Form** must be completed by the assigned driver prior to taking possession of a company vehicle. The Warehouse Supervisor shall not issue keys unless this form is completed. **Note:** A valid driving licence and mandate must also be provided for review at this time
6. A new abstract must be obtained at the beginning of a new project or yearly whichever is sooner.
7. Any changes to abstract, suspension or revocation of an employee's or contractor's licence must be notified to the company immediately.

If there are questions concerning the above information, please contact your supervisor for clarification

5. Records

A locked site on SafetySync will be used to store all vehicle licenses and abstracts. These records are confidential. Electronic records will be retained for 10 years at minimum.

6. Driving Violations

Drivers that receive a traffic violation must personally pay all costs associated with the traffic violation. Drivers whose duties require the operation of a vehicle must notify their Supervisor if:

- Their driver's licence has been suspended.
- Upon notification of loss of driver's license, driving privileges will be revoked.
- Restrictions to their driver's licence could affect the performance of their work (i.e., night driving conditions).

All drivers and other personnel who violate traffic laws, or site driving rules while operating a company vehicle will be subject to the [Progressive Disciplinary Standard](#).

7. Vehicle Inspection

Drivers of company owned, leased or rented vehicles shall inspect the condition and operation of their vehicles daily prior to operation and complete the pre-use inspection log ([Vehicle Safety Checklist](#).)

The **driver** is responsible for detailing any defects, noting it on the Vehicle Inspection Form and reporting the defect to their Supervisor as soon as reasonably possible. The **Supervisor** is accountable for ensuring the defect is corrected in a timely manner.

Completed Vehicle Inspection forms shall be handed weekly to the individual supervisors who are responsible for reviewing and passing them on to the **project equipment coordinator**

The Project Equipment Coordinator shall review the inspection records for deficiencies, which are relayed to the **project master mechanic** to schedule repair.

The Vehicle Inspection Forms will then be transferred to the **project health and safety administrator** to collect vehicle kilometres driven.

8. Vehicle Appearance

The Company reserves the right, at its discretion, to refuse the use of a vehicle supplied by a worker or contractor due to its appearance e.g. broken glass and mirrors, excessive rust, dents, age etc.

All vehicles, including cab interior, must be kept clean. Good housekeeping practices must be followed for the cargo/storage areas.

9. Vehicle Incidents

All incidents, including any damage, involving company vehicles must be reported immediately to the supervisor verbally followed by a full report on the forms provided by the company, giving details including number and length of skid marks, width of roads, presence of traffic signs, visibility, names and addresses of persons involved and witness statements.

In case of an incident, the driver shall proceed as follows:

1. Stay Safe
 - a. Pull off the road, if possible.
 - b. Evaluate the need to evacuate (e.g. if there is fire or potential for explosion)
2. Get Help
 - a. Phone 911 or use radio if required
3. Assess hazards
 - a. A damaged vehicle may have many hazards. Keep a wide berth when walking near a damaged vehicle.
 - b. Note that vehicles that have been rolled over are likely unstable and are a hazard
 - c. Place flares or warning reflectors on the road as necessary
4. Respond
 - a. Render first aid to any injured person if safe to do so
 - b. Assist First Responders on scene as required
5. Post Incident
 - a. Refrain from entering into any argument or dispute with the driver of the other vehicle, pedestrians or bystanders.
 - b. Make no admission of liability or offer any settlement of claims.
 - c. Use the [Vehicle Incident Information Form](#) in the glove compartment to help gather the essential information at the accident scene.
 - d. Advise appropriate police detachment in the event of injury/extensive damage.
 - e. All damages must be reported to the supervisor immediately.

10. Transportation of Workers - General Rules

Workers are prohibited from boarding or leaving any moving vehicle, except in case of an emergency.

Workers shall not ride on running boards, fenders or the outside of trucks or trailers, on reaches or on skid sloops.

No stops shall be made on a trestle or bridge for unloading or picking up workers.

Crew vehicles shall be pulled off to the side of the road when workers are boarding or disembarking.

Flammable substances shall not be transported within the crew compartment of a vehicle used to transport workers. The number of passengers carried in the cab shall **not** exceed the number of seats and safety belts or that allowed by applicable government regulations.

Any enclosed portion or compartment of a vehicle in which workers are transported must have:

- Effective ventilation independent of doors providing clean air,
- Adequate lighting,
- A means for heating and cooling,
- An effective means of communication between the operator and passengers, and
- More than one means of exit.

11. Transportation of Materials, Equipment, and Tools

Vehicles shall not be operated on or off highway in excess of maximum capacity allowed by the applicable governmental regulations or permits.

Controlled products, flammable products or hazardous materials shall not be carried in the driver or passenger compartments of vehicles.

All regulated materials such as; WHIMIS controlled products, Transportation of Dangerous Goods or Hazardous Waste, must be hauled in accordance with the appropriate legislated requirements.

11.1. Cargo Securement

The Company requires that all vehicles (i.e., pick-up, van, SUV and cars) have all loads or cargo properly secured, contained, and covered with a tarp or cargo net, and any part of any load that projects outside the body of the vehicle must be red flagged so that the load cannot:

- Leak, spill, blow off, fall from, fall through or otherwise be dislodged from the vehicle, or
- Shift upon or within the vehicle to such an extent that the vehicle's stability or manoeuvrability is adversely affected.

When transporting materials and tools:

- Ensure the load does not exceed the vehicle's rated capacity.
- Use securement or tie-down equipment appropriate to the size and shape of the cargo.
- Ensure cargo is not loose in the cabs or passenger compartment of cars or trucks.
- No flammable or explosive materials shall be transported in the vehicle cab.
- Compressed gas cylinders must be upright and secured against falling.

12. Minimum Vehicle Equipment

All company leased, owned or rented vehicles are required to have the following equipment as a minimum;

- 1 set of triangle flares
- Fire extinguisher
- Emergency first aid kit appropriate to the Provincial requirements in which work is being conducted
- Alberta and BC #1 emergency first aid kit
- Winter rated tires (M&S, Snowflake or Three Peak Mountain symbol) with a minimum of 3.5 mm (4/32) of tread depth, will be installed on vehicles from October 31 until March 31 All-Weather/Season rated tires with a minimum of 3.5 mm (4/32) of tread depth will be installed on vehicles from April 1 to October 30
- Blankets
- Booster Cables
- Water
- Flashlights
- Sandbags and a shovel (in the winter)

Site specific requirements may include the following but are not part of the minimum requirement.

- Buggy whips
- Two-way radio complete with current channel designations
- Back up alarms
- Positive air shut off (diesel motors)
- Pulaski's/Shovel/Water Cans

13. Off Highway Vehicles (ATVs, UTVs, Snowmobiles, Argos)

Operators must have completed an approved Canada Safety Council ATV/UTV/ Snowmobile training course and demonstrated their competence in ATV/UTV/Snowmobile operation to the Work Site Supervisor.

The Company expects all personnel using OHVs to ride in a safe and responsible manner in compliance with the manufacturer's instructions and applicable regulations. ATVs include 4-wheel quads, 8-wheel muskeg buggies, and snowmobiles.

The operator's manual for the all-terrain vehicle or snow vehicle is kept in a secure place with the vehicle or at another location readily accessible to the operator. All personnel operating an OHV must have a valid licence or certificate of competency in OHV operations.

OHV safety precautions include:

- Wear a Snell or DOT-approved helmet, face shield, glasses, or goggles.
- Check your communications, safety/survival equipment (two-way radio, first aid kit, air horn, and fire extinguisher) prior to departure.
- Passengers are allowed on OHVs where manufacturer seating is required
- If ramps are used when loading or unloading an OHV, they must be placed at a suitable angle, secured to the vehicle to stop slipping, be sufficiently wide and have a surface finish which provides an adequate grip for the OHV's tires.
- Always start your trip with a full tank of fuel. Check your oil and inspect the OHV for oil or fuel leaks.
- Travel off-road only and at safe speeds.
- Exercise caution when crossing lake or river ice and climbing steep slopes.
- Look ahead for possible obstacles such as fence lines, branches, or rough terrain.
- Follow working alone procedures when traveling long distances to remote areas.

13.1. Required OHV Safety Equipment

In remote areas or during winter operations, the following items must be attached to the ATV:

- Air horn
- First aid kit
- 5 lb fire extinguisher
- Bear spray when working in bear-habited areas
- Survival kit (required when operating in remote areas)
- Footrest guards
- Two-way radio complete with current channel designations as required

13.2. Licences and Insurance

- OHVs must be licensed and insured as per the Provincial off-highway vehicle regulations.
- The license plate must be properly attached and displayed on the OHV.
- Operators manual must be kept in a secure place where it is readily available to the operator

14. Battery Boosting Procedure

To boost or jump-start a vehicle, follow the steps listed below:

1. Batteries must be the same voltage.

2. Both negative posts must be grounded.
3. If possible, check battery fluid; check for freezing.
4. Vehicles must not be touching; turn off all accessories.
5. Ignitions must be off; gears in park or neutral; parking brakes on.
6. Attach clamps (positive clamps first).
7. Attach negative clamp to the engine block of the vehicle being started.
8. Start the engine.

Remove in exact opposite order.

15. Parking

Employees will park vehicles (company or private) in the areas designated by the Company's on-site supervisor. The Company requires that all vehicles be parked in a manner that reduces the risk of accidents.

Unless otherwise indicated by signage a "Back-In" policy will apply for all vehicles on site i.e. a vehicle or equipment will be reversed into a parking spot, such that the next movement of that vehicle will be in the forward direction

Park on the same side of the road as other vehicles, park defensively on all company leases, and park the vehicle in such a manner that it does not hinder operations of other vehicles.

In general, all vehicles and equipment will have at least two (2) of the following safety measures:

- operational backup alarm;
- a spotter;
- backup camera;
- backup sensors with audible alarm;
- double blast of the vehicle horn prior to any reverse motion;
- single blast of the vehicle horn prior to any forward motion.

Vehicles or equipment with reduced visibility (i.e. use of mirrors for backup purposes) will have a minimum of three (3) of the above safety measures.

16. Towing a Trailer

Company vehicles used for towing small trailers must be properly equipped. Hitches, receivers and wiring must meet the vehicle manufacturer's specifications and government regulations.

When using trailers and hitches, Workers shall:

- test signal lights and brakes prior to departure

- test and calibrate auxiliary brakes prior to departure; if equipped with breakaway cable, check the cable length and ensure the coupling is fully plugged in
- use adequately sized tow chains that are securely fastened
- cross the tow chains to prevent the hitch from contacting the ground if it becomes disconnected
- secure the coupling latch (e.g., pin, lock, bolt and nut) after coupling the trailer to the towing vehicle
- secure all loads
- visually inspect trailers and hitches prior to each trip
- have the trailer ball-mount assembly removed from the receiver when not in use
- ensure hitch and receiver are compatible and correctly sized Trailers are required to have functional lighting when in use.

17. Vehicle recovery

When attempting to tow a vehicle out of a stuck position, understand the limitations of your vehicle and ensure that both ends of the towing device are secure.

17.1. Step by Step Guide for Pulling out a Vehicle with a Recovery Strap

- Stop, consider the task at hand and assess the hazards and document on your FLHA
- If you have any questions or doubts at this point, call a tow truck, it remains your best option. Use the checklist provided at the end of this document to make a safe decision.
- If the vehicle recovery takes place on or near a roadway, you must implement a traffic warning or traffic control system (e.g., traffic cones or reflector flares).
- Ensure that you have the correct equipment—a recovery strap is essential.
- The recovery strap should be at least 6 m or 20 ft in length, with loops (not hooks) and in good working condition (no cuts or broken stitches).
- If you do not have a recovery strap like this at hand, call a tow truck.
- Check both vehicle weights and add the weights of any loads either vehicle is carrying.
- The vehicle doing the pulling must be of equal or, ideally, greater weight than the vehicle that is being pulled.
- Ensure the recovery strap has a Minimum Breaking Strength (MBS) that is 2-3 times the total weight of the stuck vehicle.
- If the MBS is greater, it will not function optimally (they are most effective when their elasticity enhances the pull).
- If it is less, the danger is the strap may snap under high tension.

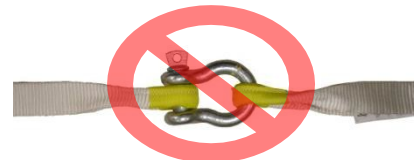
- Recovery straps are usually constructed so that each inch of width adds approximately 10,000 lbs (4,500 kg) of MBS (e.g., a 3 inch wide strap would usually have a rating of approximately 30,000 lbs [13,500 kg]).
- Ensure tow hooks, hitch receivers and any shackles used are rated to loads that exceed the recovery strap MBS. In the event of excessive loads, the recovery strap should always be the weakest link and snap first.
- A shackle should have a Working Load Limit (WLL) stamped on it (remember 1 ton = 2000 lbs or 900 kg).
- As much as possible, clear out mud, sand, or snow from under the stuck vehicle and in front of the tires in the direction of the pull.
- Position the pulling vehicle in line with the stuck vehicle—the pulling vehicle facing forward; the stuck vehicle being pulled from the front (ideally) or the back.
- You need to be within 10° of a straight line—side loading can lead to serious vehicle damage.
- You need to be sure you have a clear path straight forward free of any obstacles that is at least the length of the strap and stuck vehicle.
- Lay out the recovery strap between the two vehicles and loop the strap onto a tow hook bolted to the vehicle frame or put the loop on a shackle which is properly pinned to a frame mounted hitch rated for recovery.
- If using a threaded shackle, hand tighten the pin and then turn it back one quarter turn for ease of release later.
- Never tie the strap onto the vehicle, slip the strap over a ball hitch, or attach it to anything other than a tow hook or frame mounted hitch.
- Only use one recovery strap (never two in parallel)—however, there are two options for creating additional length with two recovery straps if needed



Double length by threading straps through each other's eye. A rolled newspaper stuck between the loops provides a safe means of undoing the knot later



Gain 50% more length by looping one strap through the eye of another.



Never use a shackle to join two straps—if a strap fails, it becomes a deadly projectile

- reduce the expected strength of the recovery straps by 25% if you are using two correctly joined straps.

- Drape a heavy coat or blanket over the middle of the strap to dampen any backlash if it snaps or releases.
- Agree on a plan and communication signals between the two drivers. Industry Recommended Practice Hand Signals for Directing Vehicles (IRP 12) provides a good system of signals to use.
- Ensure all other bystanders are at least 2 times the length of the recovery strap to the side of the vehicles—both the strap and the vehicles lurching forward unexpectedly present a hazard.
- The pulling vehicle accelerates slowly (to about 10-12 KPH) to build tension in the strap and provide a sustained pull. Once the slack is taken up, the stuck vehicle likewise applies acceleration in low gear to assist the pulling car. Neither vehicle should spin their tires.
- Steady momentum is most effective—never resort to jerking or take a long run and jerk. Maintain tension throughout the pull, do not allow slack to develop in the strap at any point. After three attempts to pull the vehicle loose, it is time to stop and call a tow truck.
- Do not remove straps until both vehicles are fully stopped and secured.
- It is a good idea to clean and dry out a recovery strap after use as dirt and moisture weaken the strap.
- **Remember, if at any point in the process you have any safety concerns whatsoever or concerns about potential damage to either vehicle, stop and call a certified tow truck.**

17.2. Using a Vehicle Mounted Winch for Vehicle Recovery

- Only use a vehicle mounted winch for vehicle recovery if you have had proper training on the safe and correct use of the winch.
- Always wear heavy duty gloves when working with a winch.
- When one vehicle is winching out another, ensure both vehicles are in neutral (not park) and that the non-stuck vehicle has its parking brake engaged (ideally with transfer case in 4 wheel drive mode).
- Only perform a self-recovery if you have a solid anchor point and a “tree saver strap” and shackle configuration rated to exceed your winch capacity



- The right way to do it: A tree saver strap with winch cable hooked to the shackle pin. Never simply wrap the winch cable around an anchor point and hook it back on itself. Never use a recovery strap for this purpose. Always position the tree saver as low to the ground as possible
- Drape a heavy coat or blanket over the cable —this will dampen the recoil in the event of a cable or hook failure.
- If winch controls permit, work as much to one side as possible, out of the recoil line of fire.
- With a front mounted winch, always raise your hood—especially if your setup requires you to be in the vehicle during winching.

Remember, if at any point in the process you have any safety concerns whatsoever or concerns about potential damage to either vehicle, stop and call a certified tow truck.

Conduct a hazard assessment of the situation and record on the [FLHA Form](#)

18. Traveling in Adverse Weather Conditions

Adverse weather conditions are normally thought of when winter begins, however workers who travel to remote locations must prepare themselves for all weather conditions which could present or create hazards.

Weather conditions such as heavy rains, thunderstorms, and high winds could affect roadway conditions (i.e., muddy roads, fallen trees, etc.) and visibility which could entrap a worker in a remote area or cause an accident.

A SMJV journey management plan will be completed prior to commencing a journey in adverse weather conditions.

19. Journey Management

The objective of journey management is to eliminate driving related incidents that bring harm to people and property. SMJV can minimize injury and damage by identifying and managing hazards and minimizing exposure to unnecessary travel. Addressing these issues provides the added benefit of reducing trip delays due to weather and mechanical breakdowns.

19.1. Planning the Trip

Prior to a trip the following items are to be assessed:

- Driver condition, fit for duty
- Weather conditions, snow, fog, rain
- Road conditions, dry, ice, wet, snow covered
- Vehicle conditions, tires, lights, engine
- Vehicle equipment, first aid kit, booster cables, fire extinguisher, blankets.etc
- Planned route, Highway, secondary highway, gravel

- Animals activity
- Traffic
- Day/Night driving
- Re-fueling points
- Rest points
- Departure times
- Arrival times
- Check in person

These items reviewed make the difference between a successful trip verse an unsuccessful trip, SMJV wants their employees to arrive safety, with each and every journey in which they partake.

19.2. Journey Management Risk Assessment

The Risk Assessment aids in identifying the need to conduct a Journey Management Form, a completed score will determine the requirements:

- Green, less than 40 points is a routine trip, conduct a self-assessment and a self-approval of the trip, this score does not require a JM Form to be completed
- Yellow, a score between 40 – 74, requires a JM form to be completed and signed off by your immediate supervisor.
- Red, a score greater than 75 points, requires a JM form to be completed and must be approved by the site Superintendent or PM

19.3. Journey Management Form

The [Journey Management Form](#) confirms that the Journey is evaluated to determine that external hazards are identified i.e weather, fatigue.

The form identifies vehicle being driven, route that is to be traveled as well as specific communication points or times with an individual not partaking in the journey.

The contact individual will be aware of all aspects of the journey including the contact frequency, contact numbers and what the emergency plan is.

19.4. Emergency Procedures for Non-Contactable Driver

Should a communication check point not be achieved, the following shall occur:

- Attempt to contact the driver, and passenger, using the identified communication source identified in the form.
- Attempt to contact the driver, and passenger, using the identified secondary communication source with in the form.

- Contact the location in which the next contact should have occurred, to confirm the driver had reached that destination,
- After an hour, if still no contact is made, notify your immediate supervisor, and SMJV safety,
- Continue attempting steps 1 – 3, at the two-hour mark after the initial check in point, identify next steps to be taken with SMJV Safety as well as Site Supervision. These steps may include;
 - Contacting a vehicle that is traveling towards the site.
 - Sending a vehicle out from site if safe to do so,
 - Sending a vehicle from a different site that is close to the last check in point,
 - In remote areas, dispatching an Aerial search of the vehicle,
 - Contacting Law Enforcement with the Make, Model, and color with licence plate province and number along with identified route to be taken

20. Traveling in Adverse Weather Conditions

Adverse weather conditions are normally thought of when winter begins, however workers who travel to remote locations must prepare themselves for all weather conditions which could present or create hazards.

Weather conditions such as heavy rains, thunderstorms, and high winds could affect roadway conditions (i.e., muddy roads, fallen trees, etc.) and visibility which could entrap a worker in a remote area or cause an accident.

A journey management plan should be developed before commencing a journey in adverse weather conditions.

07 August 2020

Planning department
**Box 810, 1981 Alaska Ave,
Dawson Creek, BC V1G 4H8**

RE: Application for Temporary Use Permit for Units 19 and 29, Block Group 93-P-11-Peace River District

I have reviewed the proposed temporary use permit application for the construction and operation of stockpile at the above mentioned property.

Based on the intent of the proposal, Northern Health has no objections, subject to the following conditions:

- As per the Public Health Act [SBC 2008] Ch. 28, the proponent must not cause a health hazard during construction and operation of stockpile at the proposed site.

Please do not hesitate to contact me if you have any questions at 250-263-6000 or seyoum.gebeyehu@northernhealth.ca.

Sincerely



Seyoum Gebeyehu, BSc, MSc, BASc, MPH, CPHI (C)
Environmental Health Officer,
Health Protection and Disease Prevention,
Northern Health



Ministry of
Transportation
and Infrastructure

Our file: 2020-03789
Your file: TUP 20-002
Date: August 10, 2020

Peace River Regional District
PO Box 810
1981 Alaska Avenue
Dawson Creek, BC V1G 4H8

Attn: Jacqueline Burton

The Ministry of Transportation and Infrastructure has received and reviewed your referral of August 4, 2020 to temporarily allow construction and operation of a 12.16 ha temporary stock pile site to support pipeline construction activities within Unsurveyed Crown Land located on Lone Prairie Road approximately 15.8km west of the intersections with Highway 29.

The Ministry has no objections to the development permit.

Thank you for the opportunity to comment. If you or the proponent has any questions, please contact Beth Bahm at (778) 576-1114 or by email at Beth.Bahm@gov.bc.ca.

Sincerely,



Beth Bahm, Development Officer, Peace District

Jacqueline Burton

From: Curtis Redpath <CRedpath@gochetwynd.com>
Sent: Wednesday, August 5, 2020 8:41 AM
To: Planning Department
Subject: RE: Send TUP 20-002 Referral Package out please

CAUTION: This email originated from outside of the organization.

Good morning the proposed area is outside of the Chetwynd Rural Fire Protection area. We have no issues with this application.

Curtis Redpath
Fire Chief
District of Chetwynd
PO Box 357
Chetwynd BC VOC 1JO
Office: 250-788-2424
Cell: 250-556-4123
Email: credpath@gochetwynd.com



From: Planning Department [mailto:planning@prrd.bc.ca]
Sent: August 4, 2020 3:51 PM
To: 'php@northernhealth.ca'; 'frontcounterbc@gov.bc.ca'; 'Sara.Huber@gov.bc.ca'; 'SBO_Reception@sd59.bc.ca'; 'ncopes@dawsoncreek.ca'; d-chet Email Group; 'rjamurat@fortstjohn.ca'; Hudson's Hope; 'admin@poucecoupe.ca'; 'lford@districtoftaylor.com'; 'tradmin@dtr.ca'; Fire Dept
Cc: 'Savannah Zachary'; 'Katrin Saxty'; PRRD_Internal
Subject: FW: Send TUP 20-002 Referral Package out please

CAUTION: This email originated from outside of the organization.

Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon,
Please see the attached referral,
Thank you,

Jacqueline Burton | Development Services Coordinator
Direct: 250-784-4844 | Jacqueline.Burton@prrd.bc.ca



PEACE RIVER REGIONAL DISTRICT

Memorandum

TO: Dan Rose, Director of Electoral Area E
FROM: Development Services Department
DATE: August 4, 2020
RE: **Application for Temporary Use Permit (PRRD File 20-002)**

Pursuant to the following resolution:

RD/15/04/26 (23)

That a two-week period be added to the development application review process to allow time for the appropriate Electoral Area Director to review applications prior to them going to the Regional Board for consideration.

The application and bylaw are provided for your review. As instructed at the November 21, 2019 EADC meeting, referrals to Directors will be done earlier in the application review process, at the same time as external agency referrals. As a result, this referral does not include external agency comments or a staff report.

COMMENTS

Response requested by August 18th, 2020

No comment



My questions regarding this TUP application are as follows. What mitigation is planned for road maintenance and dust control on the lone prairie rd. when will pipe be transported to site. will transport occur during school bus hours. I do not see an access egress plan for this site . Has MOTI been advised of plan and signed off on it. As pipe leaves the site for installation the same questions apply.

Dan Rose

August 6, 2020

Director/Municipality

Date

diverse. vast. abundant.

PLEASE REPLY TO:

☒ Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8 Tel: (250) 784-3200 or (800) 670-7773 Fax: (250) 784-3201 Email: prrd.dc@prrd.bc.ca
☐ 9505 100 St, Fort St. John, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-1121 Email: prrd.fsj@prrd.bc.ca

Jacqueline Burton

From: Savannah Zachary <Szachary@urbansystems.ca>
Sent: Monday, August 24, 2020 10:05 AM
To: Director Dan Rose
Cc: Planning Department
Subject: RE: PRRD File 20-002 TUP for review

CAUTION: This email originated from outside of the organization.

Good morning Director Rose,

I have heard back from Coastal Gaslink regarding your questions about the TUP they have applied for in Lone Prairie. Below are their responses:

#1 – Is there a mediation plan in place for dust control and road maintenance of the Lone Prairie Road? *Yes, calcium has been placed on the road near the local residences. The condition of the road will be monitored and a line of communication with MOTI will be in place to determine the preferred miniatous measures where required.*

#2 – when will pipe be transported to the stockpile site? When will it be taken off? *Pipe is not planned to be stockpiled in the site, however we would stockpile bentonite in the site as soon as it is available and it will be removed from the site as the ditch plugs are installed*

#3 - Will transport occur during school bus hours? *Trucking may occur during school bus hours. SMJV will adhere to the traffic management plan, and where possible will escort the school bus along through lone prairie to mitigate the increased traffic.*

#4 – What are the plans for entering and exiting the site? *The site entry and exit will be the approach to the lone prairie site on the south east corner of the site.*

To your other question that has MoTI been advised of the plan- we referred the application to them, and in the response we received, they have no objections.

Thank you,
Savannah

From: Director Dan Rose <Dan.Rose@prrd.bc.ca>
Sent: Thursday, August 6, 2020 7:10 PM
To: Savannah Zachary <Szachary@urbansystems.ca>
Cc: Planning Department <planning@prrd.bc.ca>
Subject: Re: PRRD File 20-002 TUP for review

CAUTION: External Email.

Please find attached referral

From: Savannah Zachary <Szachary@urbansystems.ca>
Sent: Tuesday, August 4, 2020 2:30:35 PM



Industry

Residential

Farm Use

Notice of Intent to Consider

Temporary Use Permit No. 20-002

FILE NO. 20-002 TUP

Lone Prairie

Area Location: Units 19 & 29 Block, Group 93-P-11
Peace River District

Proposal: Construction and operation of a 12.16 ha temporary stock pile site to support pipeline construction.



How to Participate

1 Get More Information

Contact the Peace River Regional District to get more information about a proposal.

In Person (During Office Hours)

Dawson Creek Office

1981 Alaska Avenue
Box 810
Dawson Creek, BC V1G 4H8

Fort St. John Office

9505-100th Street
Fort St. John, BC V1J 4N4

By Email

planning@prrd.bc.ca

By Phone

250-784-3200
Toll Free 1-800-670-7773
Fax 250-784-3201

Online

View Development
Applications at
prrd.bc.ca/engage



2 Send in a Written Comment

In person, by mail, through Engage, or by email.
Written comments or concerns will be accepted until
4:00 pm on September 9, 2020.

3 Watch or Attend the Board Meeting

Public attendance at meetings is limited- please call ahead to register to attend ([Attending a Board or Committee Meeting](#)) or watch the meeting livestream via the PRRD Facebook page.

When:

Thursday, September 10, 2020 at 10:00 am

Where:

Peace River Regional District 'Official Page' on Facebook
Peace River Regional District Office:
1981 Alaska Avenue
Dawson Creek, BC



TEMPORARY USE PERMIT NO. 20-002 TUP

ISSUED TO: Name: Coastal Gaslink Pipeline Ltd.
 Address: Box 1000 Station "M" 450 -1st Street
 Calgary, Alberta, T2P 5H1

- A.
1. Property affected legal: Units 19 and 29, Block E, Groups 93-P-11 PRD
 PID: Unsurveyed Crown Land
 2. Official Community Plan: PRRD Rural Official Community Plan, Bylaw No. 1940, 2011
 "Agriculture – Rural"
 3. Zoning Bylaw: PRRD Zoning Chetwynd Rural 506, 1986; 'A-2' (Large Agricultural
 Holding Zone)
- B. Development upon the land referenced in this permit shall conform to the following specifications and terms:
1. This Temporary Use Permit is valid up to and including the **10/September/2023**, at which time it shall expire and the property affected by this permit will be subject to the applicable zoning regulations.
 2. The property referenced in Item A (1) above may be used for the following temporary purposes in addition to those permitted by the zoning applicable to the property:
 - i. **Construction and operation of a 12.16 ha temporary stockpile site and laydown yard to support pipeline construction activities.**
 3. The conditions of the Temporary Use Permit are as follows:
 - i. Permit to be posted on site for its duration.
 - ii. Compliance with all statutory and bylaw requirements.
 - iii. The temporary use may occur on the noted area of the property as shown on Schedule 'A' attached to and forming a part of this permit.
 - iv. Should the temporary use be required beyond the expiration date of this permit, a temporary use permit renewal application must be received by the Peace River Regional District 6 months prior to the expiration of this permit for consideration by the Regional Board.
 4. All terms and specifications referred to above are subject to any changes required by the Building Inspector or other officials of the Peace River Regional District where such terms and specifications do not comply with any duly enacted law or bylaw and such noncompliance is not specifically permitted by this Temporary Use Permit.

5. THIS IS **NOT** A BUILDING PERMIT.

Issued this _____ day of _____, 20__.

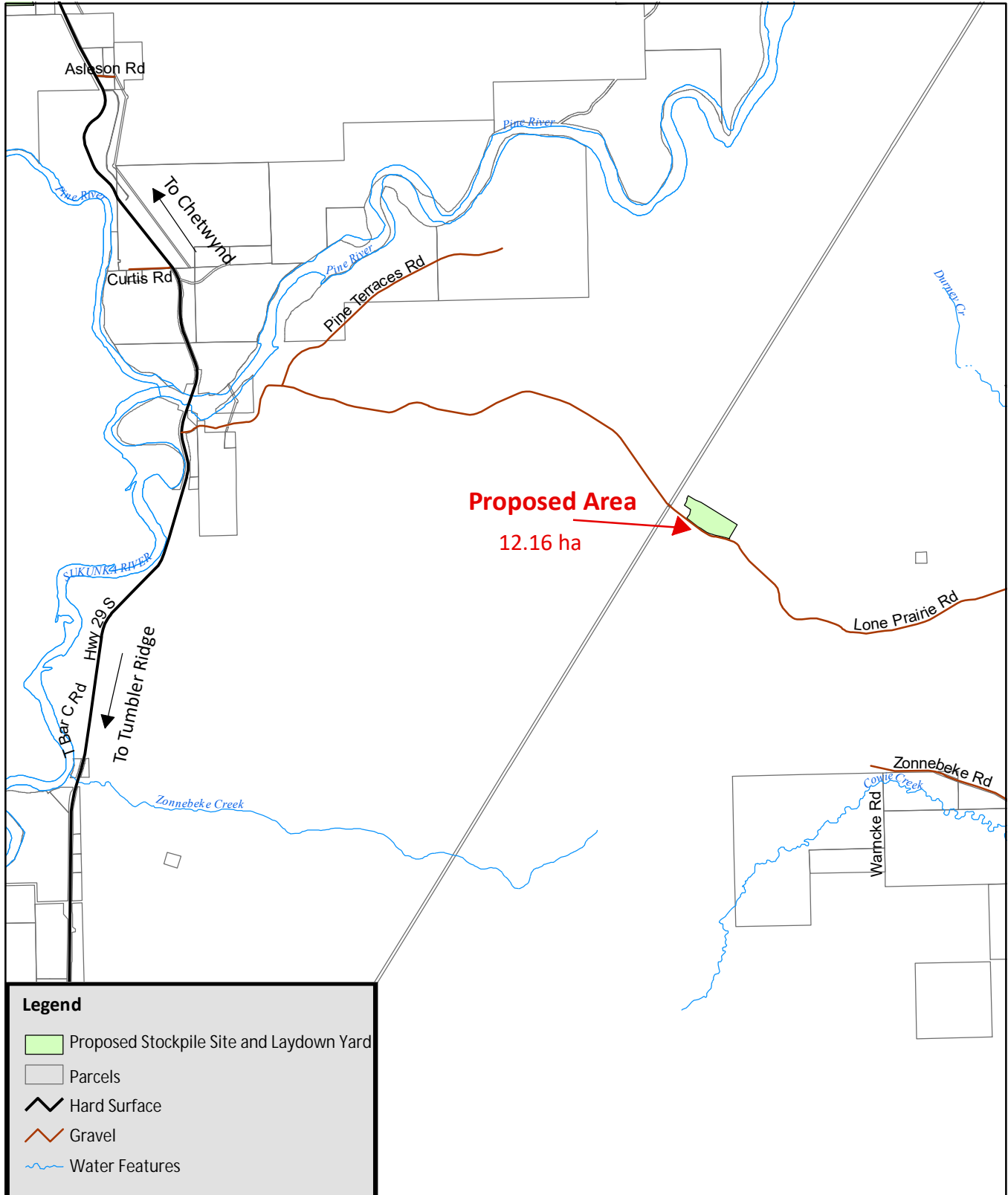
This permit is authorized by Peace River Regional District Board Resolution No. _____
passed on the 10 of September, 2020.

Authorized Signatory

Schedule 'A' (Map) is attached to and forms part of the Temporary Use Permit.



Peace River Regional District
SCHEDULE "A"
Temporary Use Permit
No. 20-002





REPORT

To: Chair and Directors

Report Number: DS-BRD-069

From: Shawn Dahlen, Chief Administrative Officer

Date: August 25, 2020

Subject: ALR Exclusion - PRRD File No. 20-004 ALREx, ALC ID 56120

OPTIONS: [Corporate Unweighted]

1. That the Regional Board support ALR Exclusion application 20-004-ALREx (ALC ID 56120), to exclude the properties identified as PID 024-932-744 and PID 024-932-680 from the ALR, and authorize the application to proceed to the Agricultural Land Commission.
2. That the Regional Board respectfully refuse authorization for ALR Exclusion application 20-004-ALREx (ALC ID 56120), to exclude the properties identified as PID 024-932-744 and PID 024-932-680 from the ALR, to proceed to the Agricultural Land Commission.

BACKGROUND/RATIONALE:

Proposal

At its July 9, 2020 meeting, the Regional Board passed the following resolution that required the property owner to apply for exclusion of his properties from the ALR by no later than August 14, 2020, and only after such application was completed (and other conditions met) would the Regional Board consider third reading of Zoning Amendment Bylaw No. 2296, 2019:

MOVED, SECONDED, and CARRIED

That the Regional Board, prior to consideration of third reading of Zoning Amendment Bylaw No. 2296, 2019, to rezone the properties identified as PIDs: 024-932-680 & 024-932-744 from A-2 (Large Agricultural Holdings Zone), and R-4 (Residential 4 Zone) to I-1 (Light Industrial Zone), require that the applicant must complete the following by August 14, 2020:

- 1) For both properties:
 - a. **submit an application to the Agricultural Land Commission; and**
 - b. complete the requirements associated with the water and sewer systems identified by Northern Health.
- 2) For the property identified as PID 024-932-680:
 - a. construct a fence on the legal property lines of the east and south boundaries of the property to prevent encroachment on neighbouring properties.
 - b. remove the ATCO trailer that contains dwellings from the property and remove the sea cans from the neighbouring parcel to the east.

- 3) For the property identified as PID 024-932-744:
 - a. construct a fence on the legal property line of the east boundary of the property to prevent encroachment on neighbouring properties; and
 - b. remove the sea cans from the neighbouring parcel to the east and remove the ATCO trailer with attached sea cans from the west and south mandatory parcel line setbacks and remove the dwelling within the welding shop to bring the property into compliance with the maximum number of dwellings and to remove the structures encroaching into setback areas.”

This ALR application to exclude the subject properties from the ALR, which have been developed as a welding and fabricating business, was submitted by the property owner in response to the above-noted Board resolution.

File/Site Details

Owner: Darryl Haney
Area: Electoral Area D
Location: Kilkerran

Lot 1

Legal: Lot 1 Section 26 Township 78 Range 15 W6M Peace River Plan PGP46412
PID: 024-932-680
Civic Address: 8340 Micro Subdivision
Lot Size: 0.80 ha (1.97 ac)

Lot 2

Legal: Lot 2 Section 26 Township 78 Range 15 W6M Peace River PL PGP46412
PID: 024-932-744
Civic Address: 8306 Micro Subdivision
Lot Size: 0.81 ha (2 ac)

Bylaw Enforcement

There is an existing bylaw enforcement file for the properties (File No. 16/097). The enforcement file was opened on May 9, 2016 but is currently on hold pending the outcome of Zoning Amendment Bylaw No. 2296, 2019, PRRD File No. 17-059.

Official Community Plan (OCP)

Pursuant to PRRD South Peace Fringe Area Official Community Plan Bylaw No. 2048, 2012, the properties are designated 'LI' (Light Industrial). Section 8.2.1 of the OCP states the principal uses of land in the Light Industrial designation should generally be but are not limited to trucking, logging, construction trade, automotive, machinery or equipment servicing uses. Policy 8.1.1 (b) states that industrial development is encouraged to take initiatives to mitigate conflict with adjoining land. The minimum parcel size for land designated as Light Industrial are as follows:

- Minimum parcel size of 1.6 ha (4 acres) if not connected to a community sewage system;

- Minimum parcel size of at least 0.4 ha (1 acre) if connected to a community sewage system; or
- Minimum parcel size of at least 0.8 ha (2 acres) if soil conditions are suitable for on-site sewage disposal and a system authorized by the agency having jurisdiction regarding sewage disposal.

At the time of writing this report, staff had received confirmation from both the property owner and Northern Health that complete applications had been submitted for drinking water and wastewater systems on the properties. Northern Health will process the applications as time permits.

Therefore, the proposal is consistent with the uses of the OCP, but, until confirmation from Northern Health is received, appears inconsistent with the minimum parcel sizes of this land use designation.

Land Use Zoning

Pursuant to PRRD Zoning Bylaw No. 1343, 2001, the properties are split-zoned 'A-2' (Large Agricultural Holdings Zone) and 'R-4' (Residential 4 Zone). The eastern halves of the properties are zoned A-2 and the western halves of the properties, fronting the road, are zoned R-4.

In the A-2 Zone, the principle uses should be but are not limited to agriculture and associated uses, oil and gas wells, wood harvesting and forestry, asphalt plant, noncommercial land treatment facility, production facilities, and equestrian facility. The minimum parcel size is 63 ha (155 ac).

In the R-4 Zone, the principle uses are dwelling unit, two family dwelling, market garden, and agriculture. Although a home based business is a permitted accessory use, the existing welding business does not qualify as a home based business as defined in the Bylaw, as the owner does not reside on the property (which is required). Looking at the aerial imagery, the buildings located on the north and east end of Lot 1 are within the setback area. The minimum parcel size is 1.8 ha (4.5 ac).

Therefore, the existing uses do not comply with the Zoning Bylaw regulations, nor do the subject properties comply with the minimum parcel size of the A-2 zone or the R-4 zone. A zoning amendment (Zoning Amendment Bylaw No. 2296, PRRD File No. 17-059) is currently being considered by the Regional Board and has had first and second reading.

Fire Protection Area

The properties are within the Dawson Creek Rural Fire Protection Area.

Mandatory Building Permit Area

The properties are within the Mandatory Building Permit Area.

Development Permit Areas

The properties are outside all Development Permit Areas.

Development Cost Charge Area

The properties are outside the Development Cost Charge Area.

ALTERNATIVE OPTIONS:

1. That the Regional Board support ALR Exclusion application 20-004-ALREx (ALC ID 56120), to exclude the properties identified as PID 024-932-744 and PID 024-932-680 from the ALR, and authorize the application to proceed to the Agricultural Land Commission with recommended conditions of approval.
2. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

The Regional Board's decision will be communicated to the applicant.

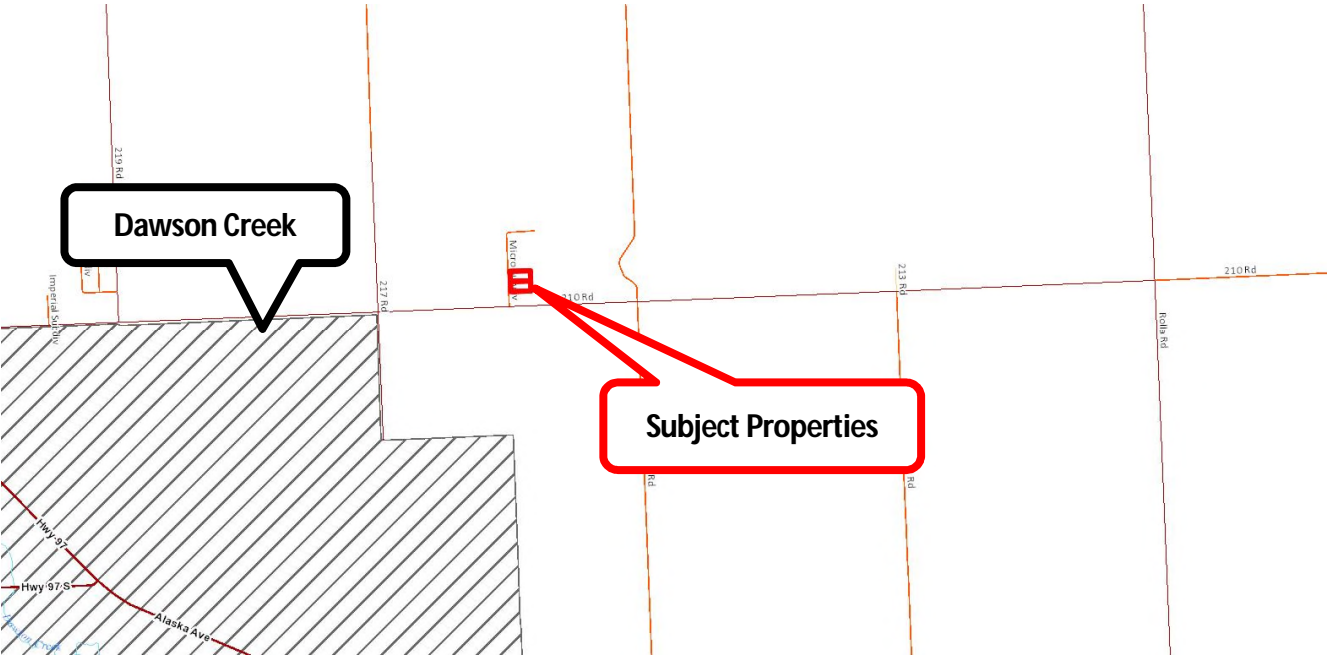
OTHER CONSIDERATION(S):

None at this time.

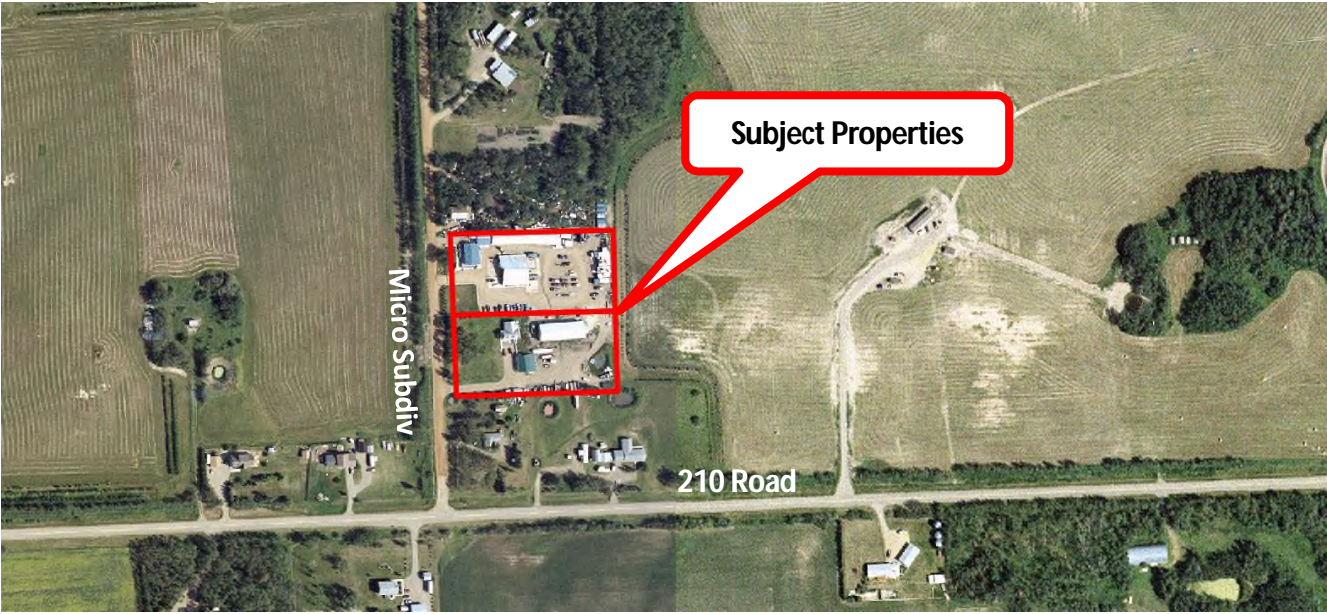
Attachments:

1. Maps
2. ALC Application (ALC ID 56120)
3. Comments from Electoral Area Director

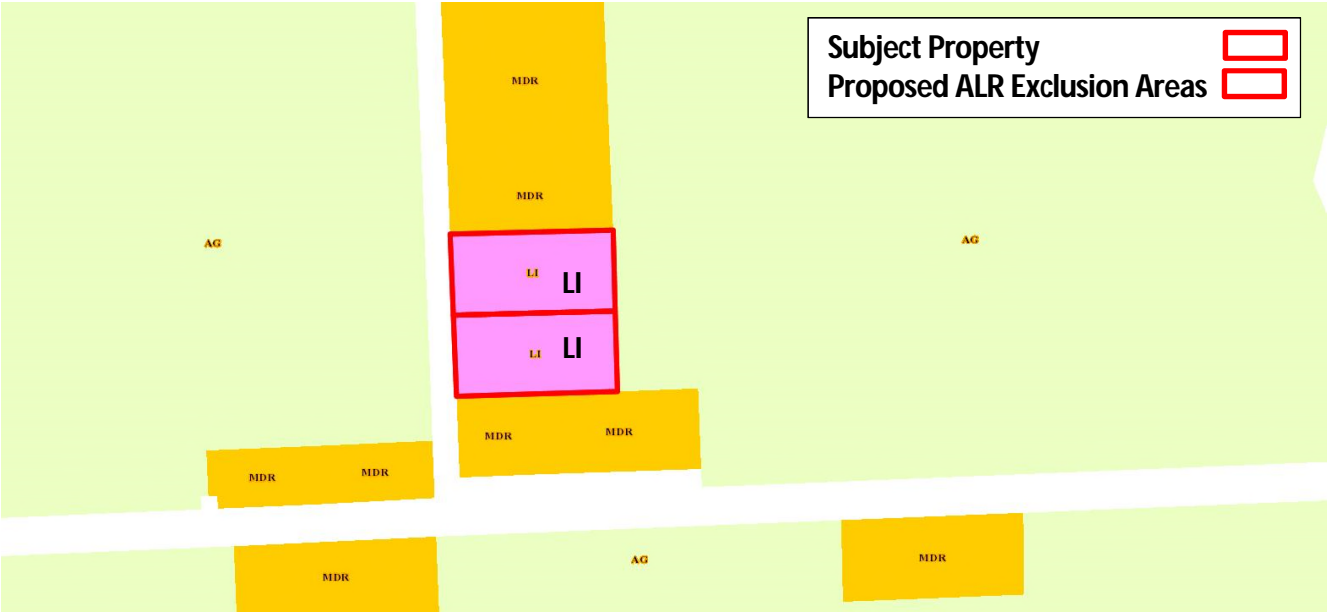
Location: Kilkerran area



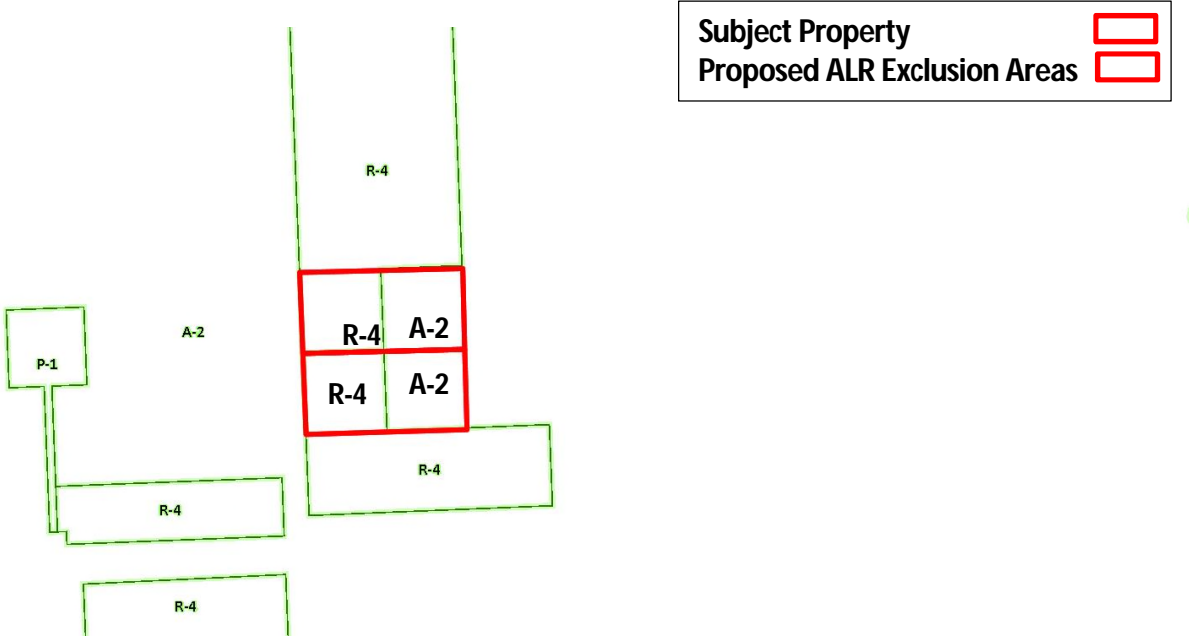
Aerial imagery



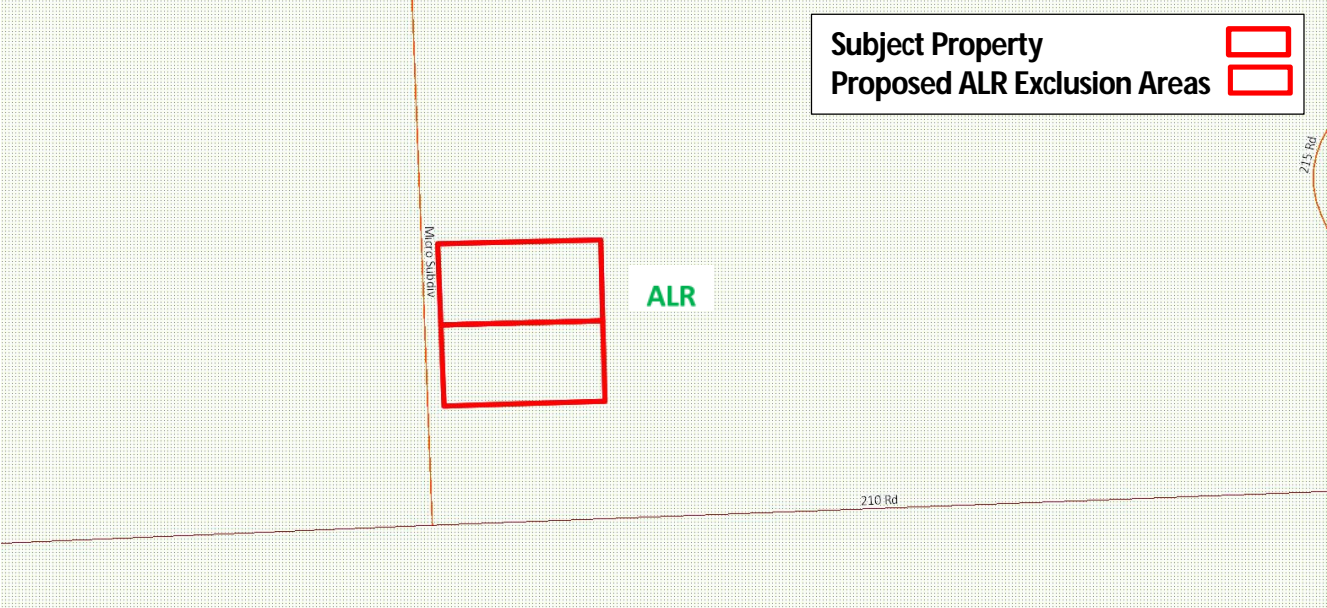
PRRD South Peace Fringe Area Official Community Plan Bylaw No. 2048, 2012: Light Industrial



PRRD Zoning Bylaw No. 1343, 2001 : Large Agricultural Holdings Zone (A-2) and Residential 4 Zone (R-4)



Agricultural Land Reserve: Within



Provincial Agricultural Land Commission - Applicant Submission

Application ID: 56120

Application Status: Under LG Review

Applicant: Darryl Haney

Local Government: Peace River Regional District

Local Government Date of Receipt: 08/05/2020

ALC Date of Receipt: This application has not been submitted to ALC yet.

Proposal Type: Exclusion

Proposal: The land is currently being used as a non-farm parcel, would like to become excluded or complaint with the ALC and continue to run our business that we have been running for the past 30 Years on the (2) Parcels of land.

Mailing Address:

[REDACTED]

Primary Phone: [REDACTED]

Mobile Phone: [REDACTED]

Email: [REDACTED]

Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple

Parcel Identifier: 024-932-680

Legal Description: L 1 SEC 26 TP 78 R 15 W6M PEACE RIVER PL PGP46412

Parcel Area: 0.8 ha

Civic Address: 8340 Micro Subdivision Dawson Creek Rural

Date of Purchase: 01/18/2001

Farm Classification: No

Owners

1. **Name:** Darryl Haney

Address:

[REDACTED]

Phone: [REDACTED]

Cell: [REDACTED]

Email: [REDACTED]

2. **Ownership Type:** Fee Simple

Parcel Identifier: 024-932-744

Legal Description: L 2 SEC 26 TP 78 R 15 W6M PEACE RIVER PL PGP46412

Parcel Area: 0.8 ha
Civic Address: 8306 Micro Subdivision Dawson Creek Rural
Date of Purchase: 01/18/2001
Farm Classification: No
Owners

1. **Name:** Darryl Haney

Address:

[REDACTED]

Phone:

[REDACTED]

Cell:

Email:

[REDACTED]

Current Use of Parcels Under Application

1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).

Currently there is no Agriculture that is being held on the Properties.

There has been no Agricultural land on the Properties since I have bought both parcels 30 Years ago.

2. Quantify and describe in detail all agricultural improvements made to the parcel(s).

No agricultural improvements have been made to the properties.

3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).

On-site commercial welding and fabrication business.

Adjacent Land Uses

North

Land Use Type: Agricultural/Farm

Specify Activity: Owned By Darryl Haney Storage

East

Land Use Type: Residential

Specify Activity: Farm Land/ Commercial Use - Tyler Maryanne

South

Land Use Type: Industrial

Specify Activity: Residential - Dave Thorberkson/ Darryl Owns other half.

West

Land Use Type: Residential

Specify Activity: Road / Residential Robert Friesen

Proposal

1. How many hectares are you proposing to exclude?

0.8 ha

2. What is the purpose of the proposal?

The land is currently being used as a non-farm parcel, would like to become excluded or complaint with the ALC and continue to run our business that we have been running for the past 30 Years on the (2) Parcels of land.

3. Explain why you believe that the parcel(s) should be excluded from the ALR.

The Parcel's of property has our welding / fabrication shop on it along with storage buildings for our welding vehicles and equipment. This company, Precision Welding, has operated on this property for almost 30 years and we supply jobs and support the local economy.

We have had many residence from around the world rent our House rentals and brought many tourists and workers to the Peace Region & Dawson Creek.

It was also brought forward that this parcel was suppose to be Light Industrial but was never followed through. We now have the Company on the parcel of land and it will take a lot of work to move 30 Years of a business to a separate property. We have been improving the land and maintaining it. The property is cleaned and well taken care of.

4. Describe any economic values you believe are applicable to the application.

The Business has many economical values from purchasing supplies and material from the Peace Region to Buying fuel.

We also supply Jobs for the residence of the Peace Region.

5. Describe any cultural values you believe are applicable to the application.

6. Describe any social values you believe are applicable to the application.

We will not be building any more buildings on either or land but we will continue to maintain the land and update the cosmetics of each of the Properties.

7. Describe any regional and community planning objectives you believe are applicable to the application.

We are more than happy to help with the Regional & Community Planning Objectives.

If there is any way that Precision Welding Located at the properties can help the community we will strive our best to get it completed.

Applicant Attachments

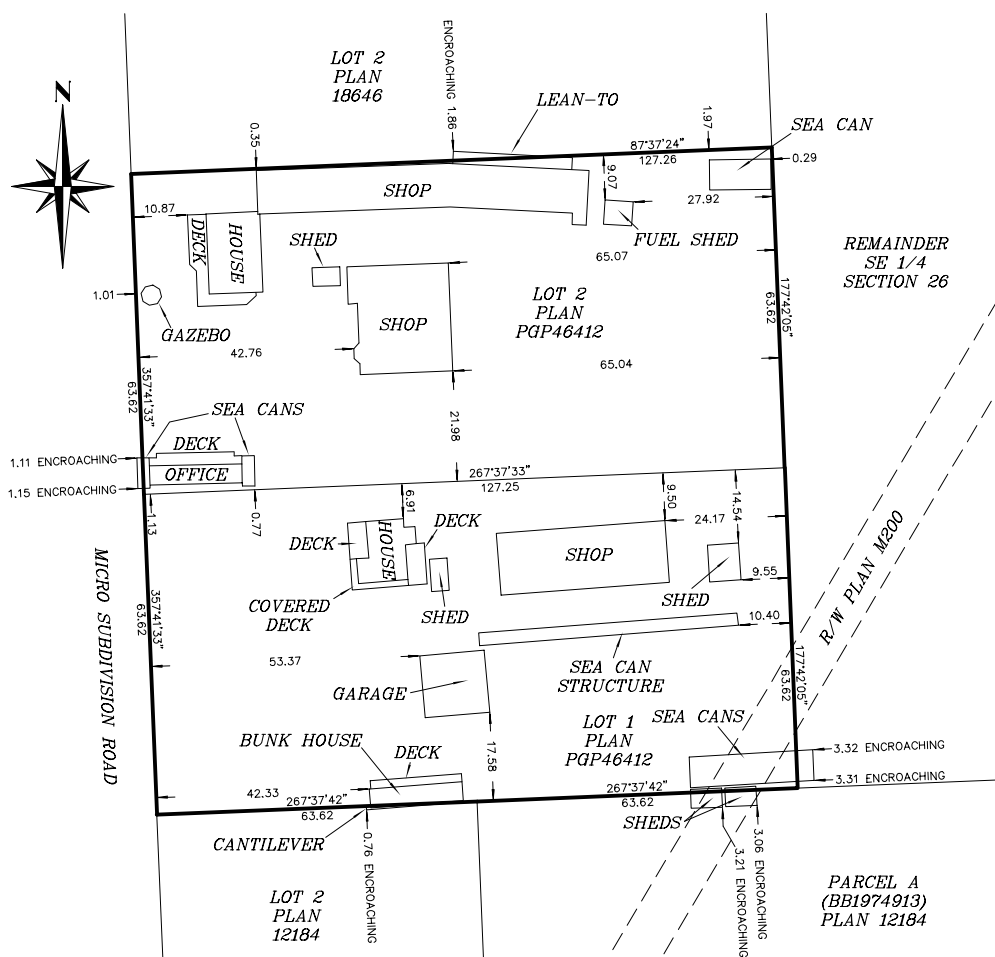
- Proof of Serving Notice - 56120
- Proof of Signage - 56120
- Site Photo - Signage Proof
- Proposal Sketch - 56120
- Other correspondence or file information - 8340 Site Sketch
- Proof of Advertising - 56120
- Site Photo - Ad 2
- Site Photo - Ad 1
- Site Photo - Ad 3
- Professional Report - Survey
- Other correspondence or file information - News
- Certificate of Title - 024-932-680
- Certificate of Title - 024-932-744

ALC Attachments

None.

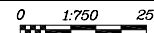
Decisions

None.



SITE PLAN OF
LOTS 1 & 2
SECTION 26 TOWNSHIP 78 RANGE 15 W6M
PEACE RIVER DISTRICT PLAN PGP46412

BCGS 93P.079
P.I.D. 024-932-680, 024-932-744



PRECISION PROPERTIES LTD

NOTES:

- NOTES:
- All Dimensions are in metres and decimals thereof.
 - As-built survey completed January 31, 2020.
 - Site plan show above ground features only.

0	Original Plan Prepared	2020/01/31	NM
Rev	Revision Description	Date(y/m/d)	By:

This Plan was prepared for asbuilt purposes and is for the exclusive use of our client. The signatory accepts no responsibility or liability for any damages that may be suffered by a third party as a result of reproduction, transmission or alteration to this document without consent of the signatory.

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Tryon Land Surveying Ltd.
Dawson Creek 250-782-5868
Fort St John 250-262-0031
www.tryongroup.ca



TRYON FILE:
2020-0016-1



PEACE RIVER REGIONAL DISTRICT

Memorandum

TO: Leonard Hiebert, Director of Electoral Area D
FROM: Planning Department
DATE: August 18, 2020
RE: **PRRD File 20-004-ALREx – Application for Exclusion from the ALR**

Pursuant to the following resolution:

RD/15/04/26 (23)

That a two-week period be added to the development application review process to allow time for the appropriate Electoral Area Director to review applications prior to them going to the Regional Board for consideration.

The application and report are provided for your review.

Please find attached a copy of the ALR exclusion application concerning Darryl Haney.

COMMENTS

Response requested by August 31, 2020

No comment

☐

Hello,
I support the application for exclusion. The applicant has been operating the business since the mid 1970's on this property.
Has the applicant made prior application to the ALC?

Leonard Hiebert

August 24, 2020

Director

Date

diverse. vast. abundant.

PLEASE REPLY TO:


☒ Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8 Tel: (250) 784-3200 or (800) 670-7773 Fax: (250) 784-3201 Email: prrd.dc@prrd.bc.ca
☐ 9505 100 St, Fort St. John, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-1121 Email: prrd.fsj@prrd.bc.ca

Jacqueline Burton

From: Director Leonard Hiebert
Sent: Monday, August 24, 2020 10:51 AM
To: Savannah Zachary
Cc: Planning Department
Subject: Re: File 20-004 ALCEX

Thanks Savannah,
No further questions or comments at this time.

Leonard Hiebert
Director Area "D"



From: Savannah Zachary <Szachary@urbansystems.ca>
Sent: Monday, August 24, 2020 10:49:44 AM
To: Director Leonard Hiebert
Cc: Planning Department
Subject: RE: File 20-004 ALCEX

CAUTION: This email originated from outside of the organization.

Good morning Director Hiebert,

The applicant applied to the ALC for a subdivision in 2018 (PRRD File # 17-158) to subdivide a portion of the subject property for residential purposes.

Thank you,
Savannah

From: Planning Department <planning@prrd.bc.ca>
Sent: Monday, August 24, 2020 10:30 AM
To: Savannah Zachary <Szachary@urbansystems.ca>
Subject: FW: File 20-004 ALCEX

■ CAUTION: External Email. ■

From: Director Leonard Hiebert <leonard.hiebert@prrd.bc.ca>
Sent: Monday, August 24, 2020 10:19 AM
To: Planning Department <planning@prrd.bc.ca>
Cc: Tyra Henderson <Tyra.Henderson@prrd.bc.ca>; Crystal Brown <Crystal.Brown@prrd.bc.ca>
Subject: File 20-004 ALCEX

Hello,
Please find attached my comments at this time.

Thanks,

Leonard Hiebert
Director Area "D"



REPORT

To: Chair and Directors

Report Number: ADM-BRD-073

From: Kelsey Bates, Deputy Corporate Officer

Date: August 28, 2020

Subject: Notice of Closed Session – September 10, 2020

RECOMMENDATION: [Corporate Unweighted]

That the Regional Board recess to a Closed Meeting for the purpose of discussing the following items:

Agenda Items 3.1 & 5.1– Closed Meeting Minutes & Item(s) for Release (CC Section 97(1)(b))

Agenda Item 5.2 – Negotiations (CC Section 90(1)(k) and 90(1)(j))

Agenda Item 5.3 – Litigation (CC Section 90(1)(i))

BACKGROUND/RATIONALE:

As per the Closed Meeting Process and Proactive Disclosure Policy.

ALTERNATIVE OPTIONS:

1. The Board may recess to a Closed Meeting to discuss whether or not the items proposed properly belong in a Closed Session. *Community Charter* Section 90(1)(n).

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

Not applicable.

COMMUNICATIONS CONSIDERATION(S):

Not applicable.

OTHER CONSIDERATION(S):

Not applicable.



REPORT

To: Chair and Directors

Report Number: DS-BRD-068

From: Shawn Dahlen, Chief Administrative Officer

Date: August 31, 2020

Subject: Zoning Amendment Bylaw No. 2296, 2019, PRRD File No. 17-059 ZN

RECOMMENDATION: *[Corporate Unweighted]*

That whereas the owner of PIDs 024-932-680 and 024-932-744 has made progress toward completion of the conditions, imposed by the Regional Board on July 9, 2020, to bring the properties closer to compliance with zoning regulations prior to Regional Board consideration of Bylaw 2296;

That the Regional Board extend the deadline for completion of all conditions from August 14, 2020 to October 30, 2020, to allow the property owner additional time to complete outstanding required actions; further, that the owner be required to submit an updated survey of the properties verifying the completion of the conditions not later than October 30, 2020.

BACKGROUND/RATIONALE:

At the July 9, 2020 Regional Board Meeting, the following resolution passed (referenced in the above recommendation):

MOVED, SECONDED, and CARRIED

That the Regional Board, prior to consideration of third reading of Zoning Amendment Bylaw No. 2296, 2019, to rezone the properties identified as PIDs: 024-932-680 & 024-932-744 from A-2 (Large Agricultural Holdings Zone), and R-4 (Residential 4 Zone) to I-1 (Light Industrial Zone), require that the applicant must complete the following by August 14, 2020:

1. For both properties:
 - a. submit an application to the Agricultural Land Commission; and
 - b. complete the requirements associated with the water and sewer systems identified by Northern Health.
2. For the property identified as PID 024-932-680:
 - a. construct a fence on the legal property lines of the east and south boundaries of the property to prevent encroachment on neighbouring properties.
 - b. remove the ATCO trailer that contains dwellings from the property and remove the sea cans from the neighbouring parcel to the east.
3. For the property identified as PID 024-932-744:
 - a. construct a fence on the legal property line of the east boundary of the property to prevent encroachment on neighbouring properties; and

- b. remove the sea cans from the neighbouring parcel to the east and remove the ATCO trailer with attached sea cans from the west and south mandatory parcel line setbacks and remove the dwelling within the welding shop to bring the property into compliance with the maximum number of dwellings and to remove the structures encroaching into setback areas.

Since that time, PRRD staff have been in communication with the applicant multiple times, and the applicant has been in contact with Northern Health and the Agricultural Land Commission. On August 28, 2020, PRRD staff conducted a site inspection for PIDs: 024-932-680 and 024-932-744 to evaluate progress on the above noted conditions, and it was determined that the applicant has made progress on a number of conditions. The following was observed:

CONDITION	STATUS AS OF AUGUST 28, 2020
1) For both properties:	
a) submit an application to the Agricultural Land Commission; and	PRRD received an ALR Exclusion application for PIDs 024-932-744 and 024-932-680 on August 6, 2020. This ALC application will be brought before the Regional Board at its September 10, 2020 Regional Board meeting.
b) complete the requirements associated with the water and sewer systems identified by Northern Health.	As of September 1, 2020, Northern Health has received a number of water and sewer system applications; the applications will be processed as soon as possible.
2) For the property identified as PID 024-932-680 (Lot 1):	
a) construct a fence on the legal property lines of the east and south boundaries of the property to prevent encroachment on neighbouring properties.	A fence has not been constructed.
b) remove the ATCO trailer that contains dwellings from the property and remove the sea cans from the neighbouring parcel to the east.	The ATCO trailer containing the dwellings has not been removed. Sea cans were moved west into the property and out of the setback area.
3) For the property identified as PID 024-932-744 (Lot 2):	
a) construct a fence on the legal property line of the east boundary of the property to prevent encroachment on neighbouring properties; and	A fence has not been constructed.

<p>a) remove the sea cans from the neighbouring parcel to the east and remove the ATCO trailer with attached sea cans from the west and south mandatory parcel line setbacks and remove the dwelling within the welding shop to bring the property into compliance with the maximum number of dwellings and to remove the structures encroaching into setback areas.</p>	<p>Sea cans were moved west into the property and out of the setback area.</p> <p>Deck/attached sea can was removed from the west side of ATCO trailer, which remains in the setback area; this could be resolved with a development variance permit.</p> <p>No inspection of the dwelling in the shop was done. The applicant advised the PRRD that the tenant has been notified to move no later than August 31, 2020.</p>
--	--

Bylaw Enforcement

There is an existing bylaw enforcement file for the property (File No. 16/097). The enforcement file was opened on May 9, 2016 but is currently on hold pending the outcome of this application. Upon investigation, the following two infractions have been observed on the subject property:

1. Land use that is contrary to PRRD Zoning Bylaw No. 1343, 2001
 - a. The number of dwellings on both properties is over the permitted number of dwellings within the R-4 Zone within Bylaw No. 1343, 2001. Lot 1 has one single family dwelling unit with a secondary suite, and one ATCO trailer divided into 2 units. Lot 2 has one single family dwelling unit with 1 or 2 secondary suites, and the welding shop has 1 dwelling unit, whereas only 1 single family dwelling is permitted. It is suggested by the Bylaw Enforcement Officer that some of the structures such as the Sea-can and ATCO trailer be removed to move toward compliance with the maximum number of dwellings.
 - i. A zoning amendment application (Bylaw No. 2295, 2019) was submitted in an attempt to resolve this non-compliance issue.
 - b. Principle uses are contrary to permitted uses in the zone, as well as the number of allowed dwelling units, setback requirements, and excess accessory building floor area on both properties.
2. Both parcels are in contravention of PRRD Building Permit Bylaw No. 2131, 2014, as no building permits were sought for the structures or renovations on the subject properties. At the February 13, 2020 Board Meeting, the Regional Board authorized placement of a Section 57 Notice on Title to address the failure to obtain building permits for the structures on both subject properties, and this was completed on March 10, 2020.

Using a combination of a survey, site visit and aerial photography, there appear to be additional accessory structures located within the parcel line setbacks. The applicant had previously applied for Development Variance Permits to address these issues. Previous conversations with the applicant also had suggested moving the accessory structures out of the parcel line setback. A legal survey, dated January 31, 2020, was received by the PRRD that shows the current number and location of the buildings and structures on the properties. This survey (required to be updated by October 30, 2020)

will be used to inform any Development Variance application that may still be required following completion of the conditions.

Should the zoning amendment be adopted, updated Development Variance Permit applications may be required to identify and consider the number and siting of principle and accessory buildings on the properties that are permitted within an I-1 zone.

Proposal

To rezone Lot 1 & 2 of Section 26, Township 78, Range 15, W6M, PRD Plan PGP46412 from A-2 (Large Agricultural Holdings Zone), and R-4 (Residential 4 Zone) to I-1 (Light Industrial Zone) within PRRD Zoning Bylaw No 1343, 2001.

File Details

Owner: Darryl Haney
Area: Electoral Area D
Location: Kilkerran
Legal: Lot 1 of Section 26, Township 78, Range 15, W6M, PRD, Plan PGP46412
Lot 2 of Section 26, Township 78, Range 15, W6M, PRD, Plan PGP46412
PIDs: 024-932-680 and 024-932-744
Civic Address: 8340 & 8306 Micro Subdivision
Lot Size: 0.80 ha (1.97 ac) and 0.81 (2 ac)

Site Context

The subject properties are approximately 1 km northeast of the City of Dawson Creek along the Micro Subdivision Road. The area is comprised of a mix of agricultural holdings, a commercial site located west of the subject property (Hillside Gardens), and rural residential homesteads. Land features include cultivated fields, fragmented forested areas, and oil & gas use.

Summary of Procedure

Zoning Amendment Bylaw No. 2296, 2019 was read for a first and second time on March 28, 2019. The following activities have occurred since then:

February 26, 2020	Public notification mailed to landowners within notification area
February 27 & March 5, 2020	Notice of public hearing advertised in the Mirror News
March 12, 2020	Public hearing held in Dawson Creek, BC
June 5, 2020	Northern Health has received one application for a water system operating permit for PID 024-932-744 (Lot 2)
June 26, 2020	The ALC stipulated that the applicant was to apply for an ALC application by June 26, 2020; as of June 29, 2020, the applicant had not yet applied to the ALC
July 9, 2020	Regional Board considered this file and carried the recommendation presented

July 28, 2020	Applicant met with PRRD staff to discuss the requirements of the Regional Board from the July 9, 2020 Regional Board Meeting
August 6, 2020	Applicant submitted an ALR Exclusion application (PRRD No. 20-004 ALR Ex)
August 28, 2020	A site inspection was conducted by the PRRD

At the time of writing this report, staff had received confirmation from both the property owner and Northern Health that complete applications had been submitted for drinking water and wastewater systems on the property. The applications will be processed as soon as possible by Northern Health.

ALTERNATIVE OPTIONS:

1. That the Regional Board respectfully refuse Zoning Amendment Bylaw No. 2296, 2019, to rezone the properties identified as PID: 024-932-680 and 024-932-744 from A-2 (Large Agricultural Holdings Zone) and R-4 (Residential 4 Zone) to I-1 (Light Industrial Zone), as submitted; further, that the Regional Board recommence bylaw enforcement action on the properties as follows:
 - a. require the owner(s) of the properties identified as PIDs: 024-932-680 and 024-932-744 to immediately remove:
 - i. The industrial welding business and storage from the properties;
 - ii. All dwellings in excess of the one permitted single family dwelling, which may contain one secondary suite, from the properties;
 - iii. All metal storage containers (commonly called sea cans) from the properties; and
 - iv. All modular structures (such as ATCO trailers and moveable sheds) from the properties; further

That if the requirements described above are not completed within 30 days of September 10, 2020, that the Regional Board authorize the solicitors from the Peace River Regional District to commence legal proceedings in the Supreme Court of British Columbia to enforce PRRD Zoning Bylaw 1343, 2001 on the properties, seek PRRD costs in the legal proceedings, and register any unpaid costs awarded by the Court against these properties.

2. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

Should the Regional Board consider legal action, legal fees may not be awarded by the Court or recovered by registering against the title of land owned by this landowner.

COMMUNICATIONS CONSIDERATION(S):

The Regional Board's decision will be communicated to the applicant.

OTHER CONSIDERATION(S):

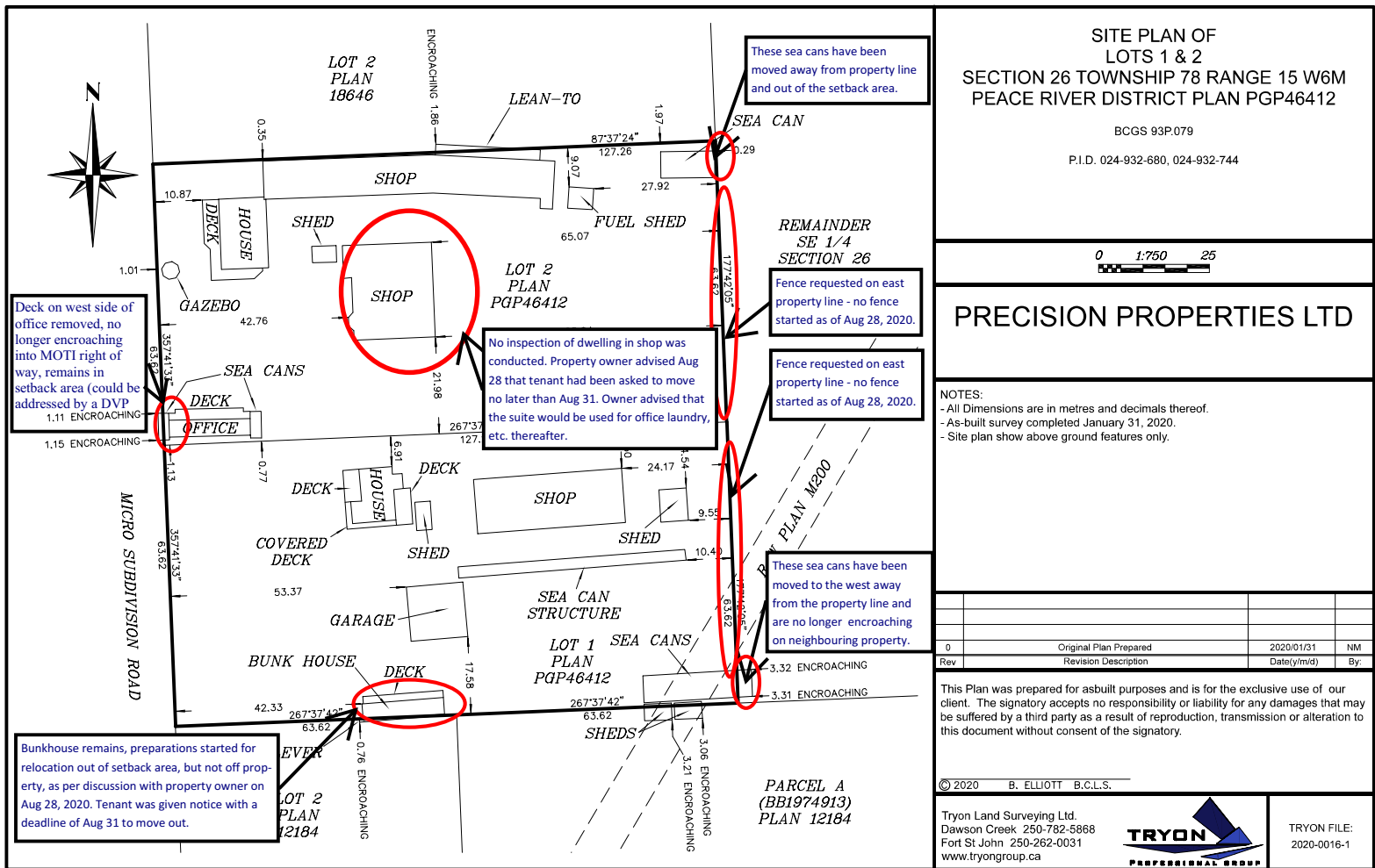
None at this time.

Attachments:

1. Survey Plan showing August 28, 2020 site visit observations
2. Zoning Amendment Bylaw No. 2296, 2019

External Link:

1. [Report- Zoning Amendment Bylaw No. 2296, 2019, PRRD File No. 17-059- July 9, 2020](#)



PEACE RIVER REGIONAL DISTRICT
Bylaw No. 2296, 2019

A bylaw to amend Peace River Regional District
Zoning Bylaw No. 1343, 2001."

WHEREAS, the Regional Board of the Peace River Regional District did, pursuant to the Province of British Columbia *Local Government Act*, adopt "Peace River Regional District Zoning Bylaw No. 1343, 2001";

NOW THEREFORE the Regional Board of the Peace River Regional District, in open meeting assembled, enacts as follows:

1. This by-law may be cited for all purposes as "Peace River Regional District Zoning Amendment Bylaw No. 2296, 2019."
2. Schedule B – Map 4 of "Peace River Regional District Zoning Bylaw No. 1343, 2001" is hereby amended by rezoning Lot 1 and Lot 2, Section 26, Township 78, Range 15, W6M, PRD Plan PGP46412 **from** A-2 "Large Agricultural Holdings Zone" and R-4 "Residential 4 Zone" **to** I-1 "Light Industrial Zone" as shown on Schedule 'A' which is attached to and forms part of this bylaw.

READ A FIRST TIME THIS	28 th	day of	March	, 2019.
READ A SECOND TIME THIS	28 th	day of	March	, 2019.
Notification mailed on the	26 th	day of	February	, 2020.
Notification published on the	27 th	day of	February	, 2020.
Notification published on the	5 th	day of	March	, 2020.
Public Hearing held on the		day of		, 2020.
READ A THIRD TIME THIS		day of		, 2020.
ADOPTED THIS		day of		, 2020.

(Corporate Seal has been
affixed to the original bylaw)

Chair

Corporate Officer

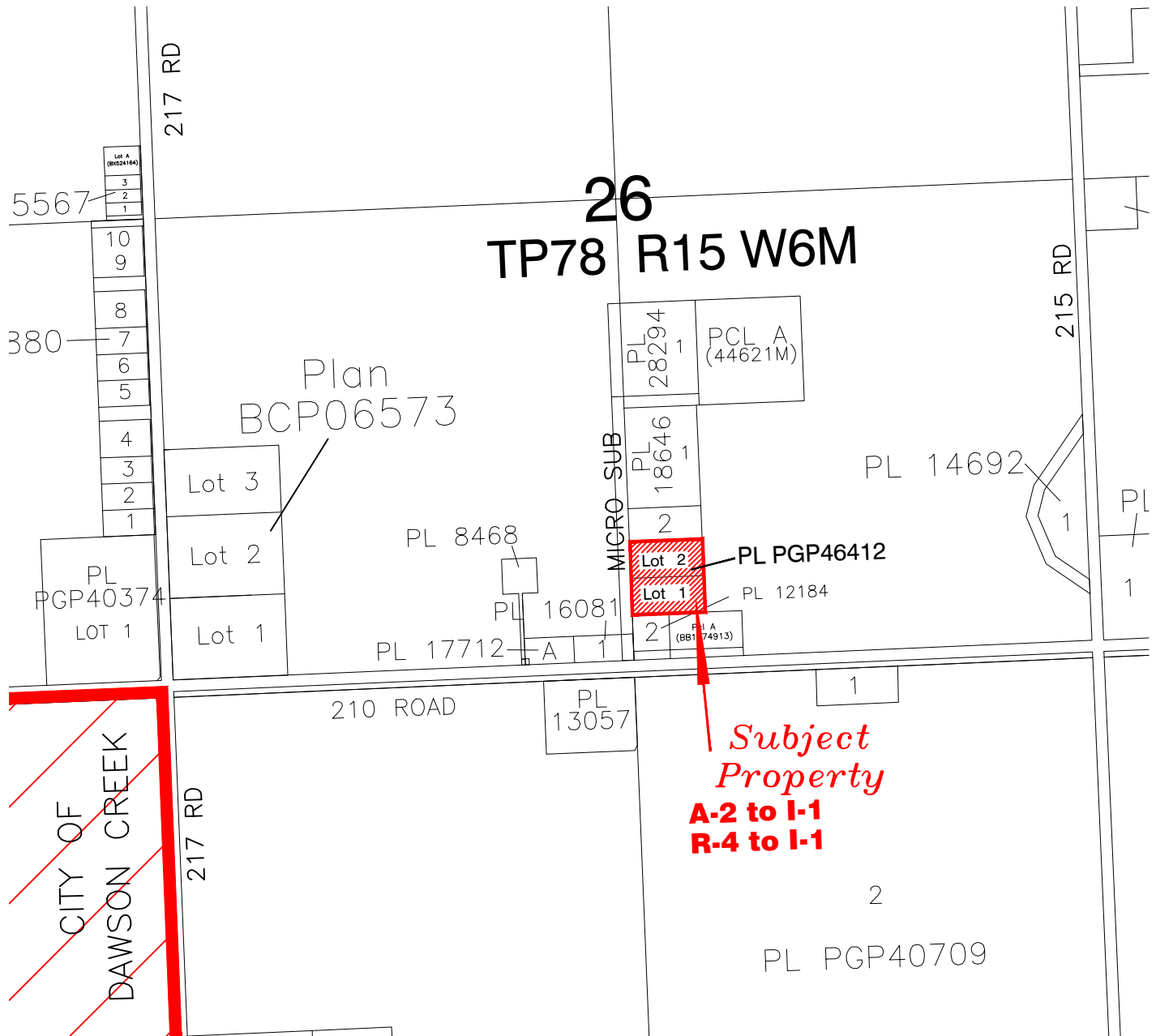
I hereby certify this to be a true and correct copy of "PRRD
Zoning Amendment Bylaw No. 2296, 2019,
as adopted by the Peace River Regional District
Board on _____, 20____.

Corporate Officer

Peace River Regional District
By-law No. 2296, 2017
SCHEDULE "A"



Map. No. 4 - Schedule B of "Peace River Regional District Zoning Bylaw No. 1343, 2001" is hereby amended by rezoning Lot 1 and Lot 2, Plan PGP46412, Section 26, Township 78, Range 15, W6M, PRD **from** A-2 "Large Agricultural Holdings Zone" and R-4 "Residential 4 Zone" **to** I-1 "Light Industrial Zone" as shown shaded on the drawing below:





REPORT

To: Chair and Directors

Report Number: DS-BRD-067

From: Shawn Dahlen, Chief Administrative Officer

Date: August 31, 2020

Subject: Zoning Amendment Bylaw No. 2295, 2019, PRRD File No. 17-059 ZN

The following motion was deferred at the July 9, 2020 Regional Board Meeting and is being presented to the Regional Board for its consideration:

RECOMMENDATION ON THE FLOOR: *[Corporate Unweighted]*

RD/20/07/19

Moved Director Hiebert, SECONDED Director Michetti,

That the Regional Board, prior to consideration of third reading of Zoning Amendment Bylaw No. 2295, 2019, which adds a text amendment to the R-4 (Residential 4) zone, to allow two single family dwellings on the property identified as PID: 028-642-627, require that the following conditions must be met:

1. The bylaw is amended to state that the amendment is applicable to the two existing single family dwellings only, and does not permit any additional enhancement, addition, or replacement of the dwellings other than routine and regular maintenance of the dwellings; ie: two dwellings are permitted only for the lifetime of the existing structures in the current state/size.
2. The applicant must by August 14, 2020:
 - a. Complete the requirements associated with the water and sewer systems as identified by Northern Health;
 - b. Construct a fence on the legal property lines of the east and west parcel lines of the subject property to prevent encroachment on neighbourhood properties; and
 - c. Submit a completed Development Variance Permit application to rectify the parcel line set back infringement.

RECOMMENDATION: *[Corporate Unweighted]*

That the Regional Board amend resolution RD/20/07/19, regarding Zoning Amendment Bylaw No. 2295, 2019, to extend the deadline for the applicant to meet the conditions required by the Board from August 14, 2020 to October 30, 2020.

BACKGROUND/RATIONALE:

Non-Conforming

The property started out as two parcels, each approximately 1 acre in size. Lots 3 and Lot 4 were created on April 3, 1962. Previous owners applied to Land Titles for a "Cancellation of Interior Lot Line" on August 3, 2011. PRRD Zoning Bylaw 1343, 2001 was in effect on the properties on August 2, 2011.

At that time (and continuing to the present) these properties were zoned Residential-4. In the R-4 zone, a parcel that is 3.6 ha (9 acres) or smaller is permitted only 1 single family dwelling. A temporary additional dwelling is only permitted if the parcel is 0.9 ha (2.2 acres) or larger, and must comply with several other regulations. As of August 3, 2011, this parcel is only 0.8 ha (2 acres) in size.

The PRRD recognizes that there may have been a dwelling on each of the 1 acre parcels prior to the removal of the interior lot line on August 3, 2011. However, *the Local Government Act* is specific when it comes to granting an “Existing Non-Conforming” status to a property, in that it does not apply when a landowner takes an action that puts their own property into contravention with the zoning bylaws applicable at the time of the action (Division 14 of the *LGA*).

Bylaw Enforcement

There is an existing bylaw enforcement file for the property (File No. 16/097). The enforcement file was opened on May 9, 2016 but is currently on hold pending the outcome of this application. Upon investigation, the following two infractions have been observed on the subject property:

1. Land use that is contrary to PRRD Zoning Bylaw No. 1343, 2001
 - a. The number of dwellings on the parcel is over the permitted number of dwellings within the R-4 Zone, within Bylaw No. 1343, 2001; there are two single-family dwellings on the parcel, one of which also has a secondary suite, whereas only 1 single family dwelling is permitted.
 - i. Zoning Amendment application (Bylaw No. 2295, 2019) was submitted in an attempt to resolve this non-compliance issue.
2. Parcel A is in contravention of PRRD Building Permit Bylaw No. 2131, 2014, as there were no building permits sought for the structures or renovations on the subject property. At the February 13, 2020 Board Meeting, the Regional Board authorized placement of a Section 57 Notice on Title to address the failure to obtain building permits for the structures on the subject property, and this was completed on March 10, 2020.

Using a combination of a survey, site visit, and aerial photography, there appear to be additional accessory structures located within the parcel line setback. The applicant had previously applied for a Development Variance Permit (DVP) to address these issues. A legal survey, dated January 31, 2020, was received by the PRRD that shows the current number and location of the buildings and structures on the properties, and can be used to work with the property owner to finalize the DVP application.

There are also several concerns over drainage issues and parking in the road right-of-way, which is within the jurisdiction of the Ministry of Transportation and Infrastructure; these concerns have been referred to them.

Proposal

To add a text amendment to the R-4 (Residential 4 Zone) within PRRD Zoning Bylaw No. 1343, 2001, to allow two single family dwellings on the subject property.

Following the public hearing, staff proposed that the amendment be clarified to apply only for the life of the existing dwellings to prevent future replacement of the dwellings, and to require the conditions stipulated above be completed prior to adoption.

File Details

Owner: Darryl Haney
Area: Electoral Area D
Location: Kilkerran
Legal: Parcel A (being a consolidation of Lots 3 and 4, see BB1974913) of Section 26, Township 78, Range 15, W6M, PRD, PGP12184
PID: 028-642-627
Civic Address: 1086 210 Road
Lot Size: 0.80 ha (2 ac)

Site Context

The subject property is approximately 1 km northeast of the City of Dawson Creek along the 210 Road. The area is comprised of a mix of agricultural holdings, a commercial site located west of the subject property (Hillside Gardens), and rural residential homesteads. Land features include cultivated fields, fragmented forested areas, and oil & gas use.

Summary of Procedure

Zoning Amendment Bylaw No. 2295, 2019 was read for a first and second time on March 28, 2019. The following activities have occurred since then:

February 26, 2020	Public notification mailed to landowners within notification area
February 27 & March 5, 2020	Notice of public hearing advertised in the Mirror News
March 12, 2020	Public hearing held in Dawson Creek, BC
July 9, 2020	Regional Board considered this file and deferred its decision

At the time of writing this report, staff had received confirmation from both the property owner and Northern Health that complete applications had been submitted for drinking water and wastewater systems on the property. The applications will be processed as soon as possible by Northern Health.

ALTERNATIVE OPTIONS:

1. That the Regional Board give Zoning Amendment Bylaw No. 2295, 2019, to allow the property identified as PID 028-642-627 to have two single family dwellings by adding a text amendment to the R-4 (Residential 4 Zone), third reading.
2. That the Regional Board adopt Zoning Amendment Bylaw No. 2295, 2019.

3. That the Regional Board respectfully refuse Zoning Amendment Bylaw No. 2295, 2019, to allow the property identified as PID 028-642-627 to have two single family dwellings, rescind first and second readings, and mark the bylaw as unused; further

That the Regional Board require the owners of the property to immediately remove all dwellings in excess of the one permitted single family dwelling, which may contain one secondary suite, from the property; finally,

That if the requirements described above are not completed within 30 days of September 10, 2020, that the Regional Board authorize the solicitors for the Peace River Regional District (PRRD) to initiate legal proceedings in the Supreme Court of British Columbia to enforce PRRD Zoning Bylaw 1343 on the property, seek costs in the legal proceedings, and register any unpaid costs awarded by the Court against these properties.

4. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

The Regional Board's decision will be communicated to the applicant.

OTHER CONSIDERATION(S):

None at this time.

Attachments:

1. Zoning Amendment Bylaw No. 2295, 2019

External Links:

1. [Report- Zoning Amendment Bylaw No. 2295, 2019, PRRD File No. 17-059- July 9, 2020](#)

PEACE RIVER REGIONAL DISTRICT
Bylaw No. 2295, 2019

A bylaw to amend Peace River Regional District
Zoning Bylaw No. 1343, 2001."

WHEREAS, the Regional Board of the Peace River Regional District did, pursuant to the Province of British Columbia *Local Government Act*, adopt "Peace River Regional District Zoning Bylaw No. 1343, 2001";

NOW THEREFORE the Regional Board of the Peace River Regional District, in open meeting assembled, enacts as follows:

1. This by-law may be cited for all purposes as "Peace River Regional District Zoning Amendment Bylaw No. 2295, 2019."
2. The "Peace River Regional District Zoning Bylaw No. 1343, 2001" is hereby amended in the following manner:
 - a) By adding the following additional use to Part VI Zones, Section 37 "R-4 Residential 4 Zone:
(i) Additional Uses
The following additional uses are permitted on lands legally described as:
Parcel A (being a consolidation of Lots 3 and 4, see BB1974913) of Section 26,
Township 78, Range 15, W6M, PRD, Plan PGP12184

ii) Two SINGLE FAMILY DWELLINGS

READ A FIRST TIME THIS	28 th	day of	March	, 2019.
READ A SECOND TIME THIS	28 th	day of	March	, 2019.
Notification mailed on the	26 th	day of	February	, 2020.
Notification published on the	27 th	day of	February	, 2020.
Notification published on the	5 th	day of	March	, 2020.
Public Hearing held on the	12 th	day of	March	, 2020.
READ A THIRD TIME THIS		day of		, 2020.
ADOPTED THIS		day of		, 2020.

(Corporate Seal has been
affixed to the original bylaw)

Chair

Corporate Officer

I hereby certify this to be a true and correct copy of "PRRD
Zoning Amendment Bylaw No. 2295, 2019,
as adopted by the Peace River Regional District
Board on _____, 20____.

Corporate Officer



REPORT

To: Chair and Directors

Report Number: DS-BRD-065

From: Shawn Dahlen, Chief Administrative Officer

Date: August 25, 2020

Subject: Zoning Amendment Bylaw No. 2355, 2020, PRRD File No. 20-008-ZN

RECOMMENDATION #1: [Corporate Unweighted]

That the Regional Board give Zoning Amendment Bylaw No. 2355, 2020, to allow the property identified as PID 014-590-689 to have a minimum parcel size of 35 ha, third reading.

RECOMMENDATION #2: [Corporate Unweighted, 2/3 majority required]

That the Regional Board adopt Zoning Amendment Bylaw No. 2355, 2020.

BACKGROUND/RATIONALE:

Proposal

To amend Section 33.2(b) of PRRD Zoning Bylaw No. 1343, 2001 by adding the following text:

- iii. *The minimum parcel size for SE 1/4 of Section 35 Township 83 Range 19 W6M Peace River District, Except Plans B4384, M446, PGP46335 and BCP37320 is 35.0 hectares*

File Details

Owner: Truman Creek Holdings Ltd.
Agent: Jim Little
Area: Electoral Area C
Location: Fort St. John, BC
Legal: SE ¼ of Section 35 Township 83 Range 19 W6M Peace River District, Except Plans B4384, M446, PGP46335 and BCP37320
PID: 014-590-689
Lot Size: 42.03 ha (103.85 ac)

Site Context

The property is located on the west side of Old Fort Road, southwest of Fort St. John. The surrounding area has a mix of land uses, included commercial development within the City of Fort St. John to the north, industrial and residential uses along Old Fort Road, and agricultural and residential uses to the south and west.

Summary of Procedure

Zoning Amendment Bylaw No. 2355, 2020 was read for a first and second time on August 13, 2020. The following activities have occurred since then:

- July 9, 2020 Zoning Bylaw No. 2355, 2020 approved by the Ministry of Transportation and Infrastructure
- August 25, 2020 Public notification mailed to landowners within notification area
- Aug 27 & Sept 3, 2020 Notice of intent to consider advertised in the Alaska Highway News

Comments Received from the Public

The requirement for a public hearing was waived as the proposal is compliant with the Official Community Plan. Instead, public notification was issued in accordance with the *Local Government Act*. At the time of finalizing this report, one comment from the public had been received (attached). Should any additional comments be submitted prior to the September 10, 2020 Board Meeting, they will be reported verbally and attached as late items to the report as an addendum to the Agenda.

ALTERNATIVE OPTIONS:

1. That the Regional Board respectfully refuse Zoning Bylaw Amendment Bylaw No. 2355, 2020, to allow the property identified as PID 014-590-689 to have a minimum parcel size of 35 ha, rescind first and second readings, and mark the bylaw as unused.
2. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

The Regional Board's decision will be communicated to the applicant.

OTHER CONSIDERATION(S):

None at this time.

Attachments:

1. Public Notification for Zoning Bylaw No. 2355, 2020
2. Comment from the Public
3. Zoning Bylaw No. 2355, 2020

External Links:

1. [Report – Zoning Amendment Bylaw No. 2355, 2020, PRRD File No. 20-008-ZN – July 31, 2020](#)



Industry

Residential

Farm Use

Notice of Intent to Consider

Zoning Amendment Bylaw No. 2355, 2020

FILE NO. 20-008 ZN

Fort St. John area

Property Location: SE ¼ of Section 35 Township 83 Range 19 W6M Peace River District, Except Plans B4384, M446, PGP46335 and BCP37320

Proposal: To allow the property to have a minimum parcel size of 35 ha instead of 63 ha.



Legend

- Subject Property
- City of Fort St. John
- Parcels

How to Participate

1 Get More Information

Contact the Peace River Regional District to get more information about the proposal.

In Person (During Office Hours)

Dawson Creek Office

1981 Alaska Avenue
Box 810
Dawson Creek, BC V1G 4H8

Fort St. John Office

9505-100th Street
Fort St. John, BC V1J 4N4

By Email

planning@prrd.bc.ca

By Phone

250-784-3200
Toll Free 1-800-670-7773
Fax 250-784-3201

Online

View Development
Applications at
prrd.bc.ca/engage



2 Send in a Written Comment

In person, by mail, through Engage, or by email. Written comments or concerns will be accepted until 4:00 pm on September 9, 2020.

3 Watch the Board Meeting

While PRRD Offices are closed due to COVID, Meetings will be livestreamed via the PRRD Facebook Page.

When:

Thursday, September 10, 2020 at 10:00 am

Where:

Peace River Regional District 'Official Page' on Facebook

Peace River Regional District Office
1981 Alaska Avenue
Dawson Creek, BC

Active Development Permit Applications - Submit a Comment

File No. / Applicant:

Zn 20-008 Truman Creek

Comments or Concerns:

As a resident in this area I am concerned about the continuing development of industry in this large block. Along the 269, road that is west of Old Fort Rd is residential. We live on Simpson Crescent. I am well aware that some properties further north are now backing on to all the development of properties around the new Canadian Tire store. It is sad to see that people that have lived on these properties for many years and now have homes paid for are losing the quiet and solitude they once enjoyed. I hope that sincere consideration will be given for the impact of these industries. The bright lights it brings, noise and dust (big problem up here that everyone knows). While progress is necessary and good for economy let's don't forget the people that have spent their lives contributing to it.

Name:

[REDACTED]

Date:

08/30/2020

Address:

[REDACTED]

[REDACTED]

[REDACTED]

Email (optional):

Phone Number (optional):

PEACE RIVER REGIONAL DISTRICT
Bylaw No. 2355, 2020
A bylaw to amend "Peace River Regional District
Zoning Bylaw No. 1343, 2001"

WHEREAS, the Regional Board of the Peace River Regional District did, pursuant to the Province of British Columbia *Local Government Act*, adopt "Peace River Regional District Zoning Bylaw No. 1343, 2001";

NOW THEREFORE the Regional Board of the Peace River Regional District, in open meeting assembled, enacts as follows:

1. This by-law may be cited for all purposes as "Peace River Regional District Zoning Amendment Bylaw No. 2355, 2020."
2. "Peace River Regional District Zoning Bylaw No. 1343, 2001" is hereby amended by adding the following text amendment to Part VI Zones, Section 33 A-2 (Large Agricultural Holdings Zone – 63 ha.), 2 Regulations, Minimum Parcel Size, (b) Exceptions to the required minimum parcel size area as follows:
 - iii) SE 1/4 of Section 35 Township 83 Range 19 W6M PRD Except Plans B4384, M446, PGP46335 and BCP37320, for which the minimum parcel size is 35.0 hectares.

READ A FIRST TIME THIS	<u>13th</u>	day of	<u>August</u>	, 2020.
READ A SECOND TIME THIS	<u>13th</u>	day of	<u>August</u>	, 2020.
Notification mailed on the	<u>25th</u>	day of	<u>August</u>	, 2020.
Public Notification published on the	<u>27th</u>	day of	<u>August</u>	, 2020 &
	<u>3rd</u>	day of	<u>September</u>	, 2020.
READ A THIRD TIME THIS		day of		, 2020.
Ministry of Transportation approval received this	<u>9th</u>	day of	<u>July</u>	, 2020.
ADOPTED THIS		day of		, 2020.

Chair

(Corporate Seal has been affixed to the original bylaw)

Corporate Officer

I hereby certify this to be a true and correct copy of "PRRD Zoning Amendment Bylaw No. 2355, 2020, as adopted by the Peace River Regional District Board on _____, 20____.

Corporate Officer



REPORT

To: Chair and Directors

Report Number: DS-BRD-062

From: Shawn Dahlen, Chief Administrative Officer

Date: August 27, 2020

Subject: OCP & Zoning Amendment Bylaw No 2411 & 2412, 2020, PRRD File No 20-009-OCPZN

RECOMMENDATION: [Corporate Unweighted]

That whereas the Regional Board has considered the requirements of *Local Government Act* section 475, and has provided opportunity for early and ongoing consultation with those persons, organizations and authorities the Board considers will be affected as summarized in the staff report dated August 27, 2020,

That the Regional Board give Official Community Plan Amendment Bylaw No. 2411, 2020, to amend the designation of a ± 4.1 ha portion of the property identified as PID 013-507-311 from 'Ag' (Agriculture) to 'LC' (Local Commercial), first and second readings; further,

That the Regional Board give Zoning Amendment Bylaw No. 2412, 2020, to rezone the same ± 4.1 ha portion of the property from 'A-2' (Large Agricultural Holdings Zone) to 'C-2' (General Commercial Zone), and rezone the remaining ± 60.6 ha of the property from 'A-2' (Large Agricultural Holdings Zone) to 'A-1' (Small Agricultural Holdings Zone), first and second readings; and finally,

That a public hearing, delegated to the Director of Electoral Area B, be held pursuant to *Local Government Act* Section 464(1), and public notification be authorized pursuant to *Local Government Act* Section 466.

BACKGROUND/RATIONALE:

Proposal

To re-designate a ± 4.1 ha (10.1 ac) portion of the subject property from 'Ag' (Agriculture) to 'LC' (Local Commercial), pursuant to *PRRD North Peace Fringe Area Official Community Plan Bylaw No. 1870, 2009*. Further, to rezone the same ± 4.1 ha (10.1 ac) portion from 'A-2' (Large Agricultural Holdings Zone) to 'C-2' (General Commercial Zone), and the remaining ± 60.6 ha (149.7 ac) from 'A-2' (Large Agricultural Holdings Zone) to 'A-1' (Small Agricultural Holdings Zone), pursuant to *PRRD Zoning Bylaw No. 1343, 2001*.

In May 2020, the applicants applied to exclude the ± 4.1 ha (10.1 ac) area from the Agricultural Land Reserve to facilitate the subdivision of the property into one ± 4.1 ha (10.1 ac) lot and one ± 60.6 ha (149.7 ac) lot. The ± 4.1 ha (10.1 ac) lot would continue to be used as a private rural water station and the ± 60.6 ha (149.7 ac) would continue to be used for residential and agricultural purposes. To date, no decision has been made by the ALC regarding the exclusion.

File Details

Owner: Thomas & Tanza Stahl
Area: Electoral Area B
Location: Montney area
Legal: SW ¼ of Section 22 Township 85 Range 20 W6M Peace River District
PID: 013-507-311
Civic Address: 14472 & 14414 Stoddart Creek Road
Lot Size: 64.7 ha (159.8 ac)

Site Context

The property is approximately 19 kilometers northwest of Fort St. John, east of Highway 97N and west of Charlie Lake. Nearby properties are generally quarter sections used for agriculture. There is some residential development to the east, along Charlie Lake's shoreline.

Site FeaturesLand

The property is partially cleared of trees and slopes down to the east. Coffee Creek runs through the northeast corner of the property.

Structures

There is one residence, three accessory buildings, and one water station building on the property.

Access

The property is accessed from Stoddart Creek Road, which intersects with Highway 97N near Mile 58.

Canada Land Inventory Soil Rating

According to the Canada Land Inventory, soils on the subject property are classified as 5⁶T4⁴_W and 5_C. Class 4 soils have severe limitations that restrict the range of crops or require special conservation practices. Class 5 soils have very severe limitations that restrict their capability in producing perennial forage crops, and improvement practices are feasible. Class 6 soils are capable only of producing perennial forage crops, and improvement practices are not feasible. Subclass T denotes topography, Subclass W denotes excess water, and Subclass C denotes adverse climate.

Comments & ObservationsApplicant

The existing water treatment plant and dispensing station in the southwest corner of the property provides water to rural residents and businesses. The applicants wish to subdivide the property in order to separate their personal assets from their business assets. If approved, the rural water station would continue to operate on the ± 4.1 ha (10.1 ac) lot, but land ownership would be transferred to the corporation.

Agricultural Land Reserve (ALR)

The subject property is within the Agricultural Land Reserve, and therefore the provisions of the *Agricultural Land Commission Act* apply. The landowners were granted a non-transferrable Non-Farm Use by the Agricultural Land Commission to operate the water station in June 2018, and applied to exclude the ± 4.1 ha (10.1 ac) area around the water station in May 2020. The Regional Board authorized the application to proceed to the ALC at its June 25, 2020 meeting. No decision had been made on the exclusion application at the time this report was finalized.

Official Community Plan (OCP)

Pursuant to PRRD North Peace Fringe Area Official Community Plan Bylaw No. 1870, 2009, the property is designated Agriculture. Section 3.2.2 of the OCP states the principal uses of land in the Agriculture designation should generally be agricultural, compatible with agriculture, and/or businesses complementary to agriculture. Non-agricultural uses should be directed away from agricultural areas to land with the appropriate designation. Section 11.1 states that the PRRD's goal is to ensure that infrastructure, services, and utilities meet the needs of residents. Section 11.3 states that the Regional Board may work cooperatively with residents to consider the feasibility of new water systems.

The landowners are applying to re-designate the ± 4.1 ha (10.1 ac) portion of the subject property as Local Commercial. Land within the Local Commercial designation should be used for commercial uses that cater to the local area residents. The minimum parcel size should be 1.6 ha (4.0 ac) for lands not connected to a community sewer system.

Therefore, the proposal is consistent with the policies of the proposed designation.

Land Use Zoning

Pursuant to PRRD Zoning Bylaw No. 1343, 2001, the property is zoned A-2 (Large Agricultural Holdings Zone). The existing residential and agricultural uses are permitted in the A-2 Zone. The water station fits the definition of Public Utility Use, which is permitted in all zones by Section 24 of the Zoning Bylaw. However, the proposed lot sizes of ± 4.1 ha (10.1 ac) and ± 60.6 ha (149.7 ac) do not meet the minimum parcel size of 63 ha (155 ac) stated in Section 33.2 of the Zoning Bylaw.

The landowners are applying to rezone the ± 4.1 ha (10.1 ac) portion of the property from 'A-2' (Large Agricultural Holdings Zone) to 'C-2' (General Commercial Zone), and the remaining ± 60.6 ha (149.7 ac) from 'A-2' (Large Agricultural Holdings Zone) to 'A-1' (Small Agricultural Holdings Zone) to meet the minimum parcel size regulation.

Land within the C-2 Zone may be used for commercial uses, and as stated above, the water station is permitted in all zones. The minimum parcel size is 1.8 ha (4.5 ac). Land within the A-1 Zone may be used for agricultural and residential purposes. The minimum parcel size is 15.0 ha (37.0 ac).

Therefore, the proposal is consistent with the regulations of the proposed zones.

Fire Protection Area

The subject property is outside all fire protection areas.

Mandatory Building Permit Area

The subject property is outside the Mandatory Building Permit Area; however, Building Permits are still available on a voluntary basis.

Development Permit Area

The subject property is currently outside all Development Permit Areas; however, if the Official Community Plan amendment is adopted, the ± 4.1 ha (10.1 ac) portion of the property designated Local Commercial would be included in the Commercial Development Permit Area, pursuant to PRRD North Peace Fringe Area Official Community Plan Bylaw No. 1870, 2009, Section 7.3 Policy 1 and Section 13.4. A Development Permit will be required prior to subdivision.

Development Cost Charge Area

The subject property is outside the Development Cost Charge Area.

School District 60 School Site Acquisition Charge Area

The subject property is within the School District 60 School Site Acquisition Charge Area; however, the charge is not applicable at this time because no new residential lots are proposed.

Impact Analysis**Context**

No land use changes are proposed; this application is only necessary to facilitate the property's subdivision. Development Services has not received any complaints about the property in the two years that the water station has been operational.

Population & Traffic

No changes to population or traffic are anticipated.

Sewage & Water

No changes to sewage or water servicing are proposed.

Comments Received from Municipalities & Provincial Agencies**Agricultural Land Commission**

ALC staff have no objection to the proposal should the ALC approve the Exclusion Application.

Fort St. John

No comments.

Ministry of Transportation & Infrastructure

Ministry approval not required. No objections.

Northern Health

Must not cause a health hazard or contaminate water sources. Must follow public health legislation.

ALTERNATIVE OPTIONS:

1. That the Regional Board respectfully refuse Official Community Plan Amendment Bylaw No. 2411, 2020, to amend the designation of a ± 4.1 ha portion of the property identified as PID 013-507-311 from 'Ag' (Agriculture) to 'LC' (Local Commercial), and Zoning Amendment Bylaw No. 2412, 2020, to rezone the same ± 4.1 ha portion of the property from 'A-2' (Large Agricultural Holdings Zone) to 'C-2' (General Commercial Zone), and rezone the remaining ± 60.6 ha of the property from 'A-2' (Large Agricultural Holdings Zone) to 'A-1' (Small Agricultural Holdings Zone).
2. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

The Regional Board's decision will be communicated to the applicant.

OTHER CONSIDERATION(S):

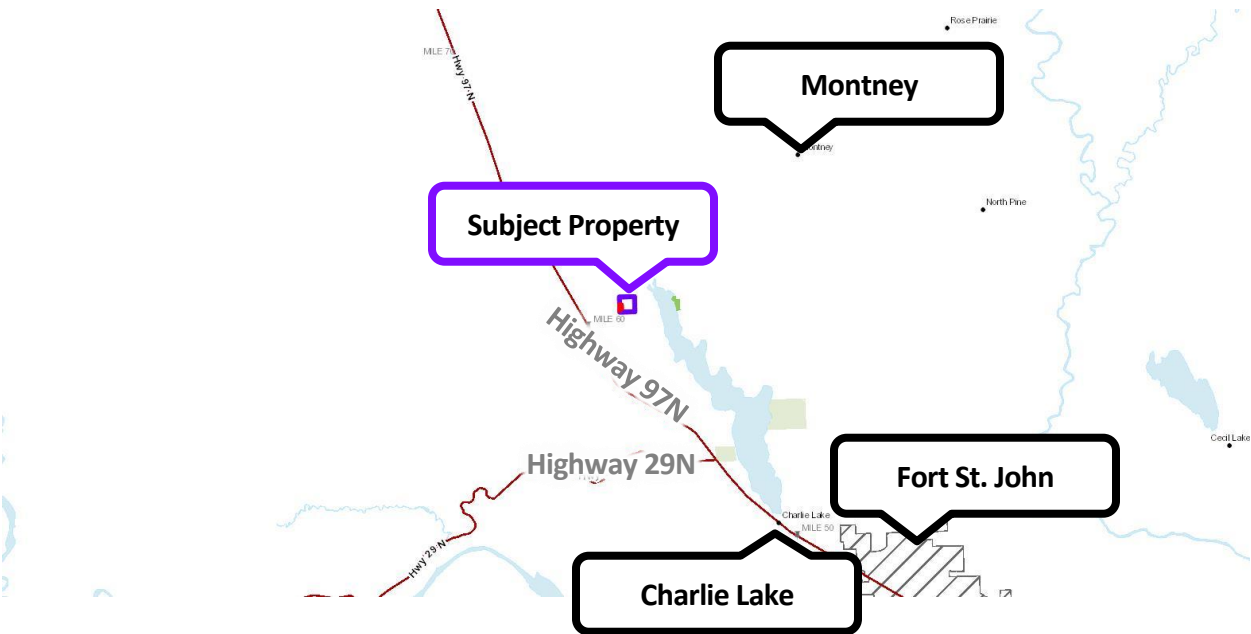
The Regional Board does not have the option to waive the public hearing on this application. Current direction from the Province under Division 5 of Ministerial Order [M192](#), and subsequently, Bill 19, allows for local governments to conduct public hearings by electronic or other communication facilities, or to hold public hearings electronically, in person, or a combination of both.

To date, Electoral Area Directors have requested that the scheduling of public hearings be deferred until in person public hearings are permitted. In person meetings of up to fifty people are permitted, if proper physical distancing and other safety protocols are in place; however, the public cannot be denied entry to a public hearing and there are few venues available that will accommodate fifty people properly physically distanced. Residents would be encouraged to submit comments in writing and asked to register in advance to attend a public hearing, to allow for advance planning for the anticipated number of guests (attendance at public hearings cannot be staggered in the same way that staff have been managing public attendance at Board meetings, as the intent of a public hearing is to allow all attendees a chance to be heard, and to hear submissions from others). This file would be on hold until either a safety plan allowing an in person or hybrid (i.e.: livestreamed to allow participation in the entire hearing by any interested member of the public, with provision for either audio or video participation electronically) public hearing could be implemented.

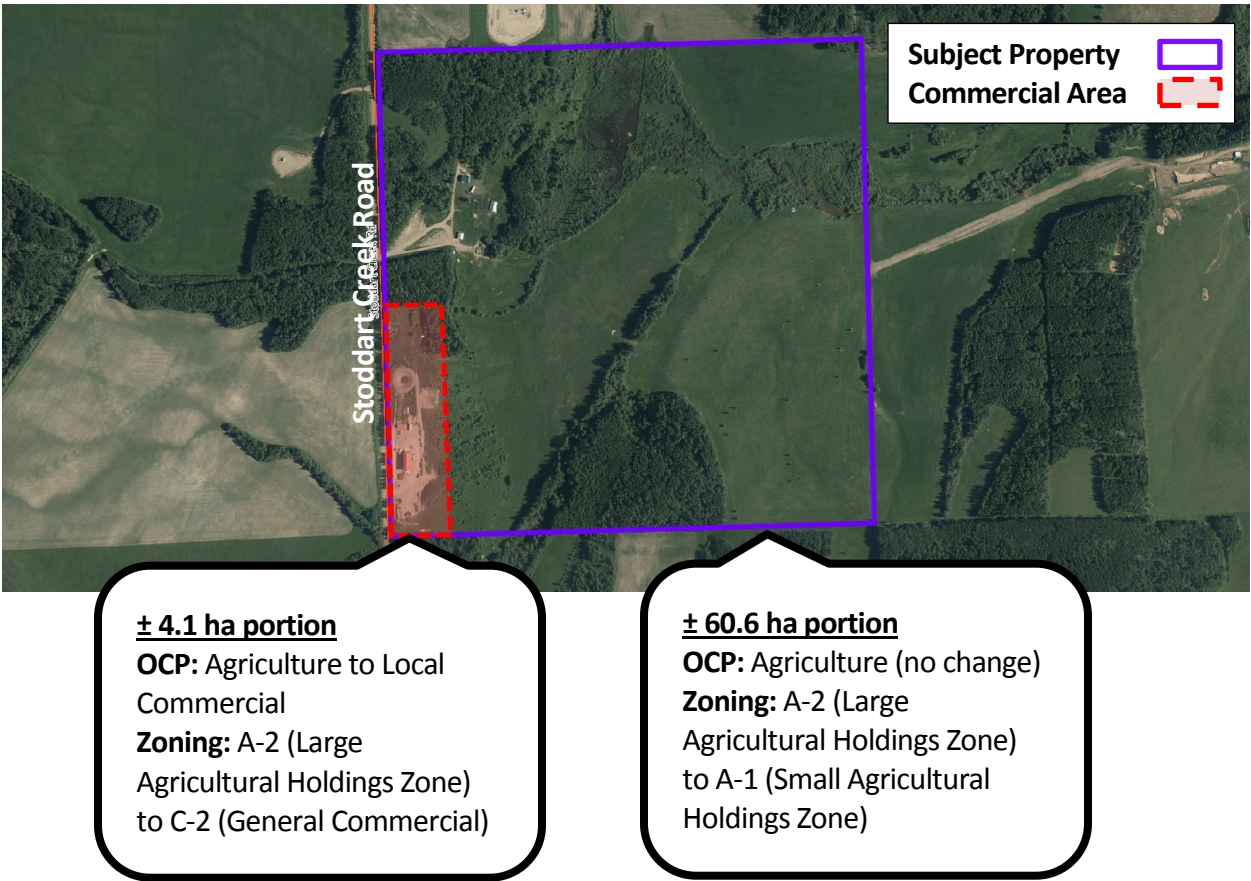
Attachments:

1. Maps
2. Application
3. Comments Received from Municipalities & Provincial Agencies
4. Comments Received from Electoral Area Director
5. Section 7.3.1 of PRRD North Peace Fringe Area OCP Bylaw No. 1870, 2009
6. Section 32 of PRRD Zoning Bylaw No. 1343, 2001
7. Section 42 of PRRD Zoning Bylaw No. 1343, 2001
8. Draft Official Community Plan Amendment Bylaw No. 2411, 2020
9. Draft Zoning Bylaw No. 2412, 2020

Location: Montney area



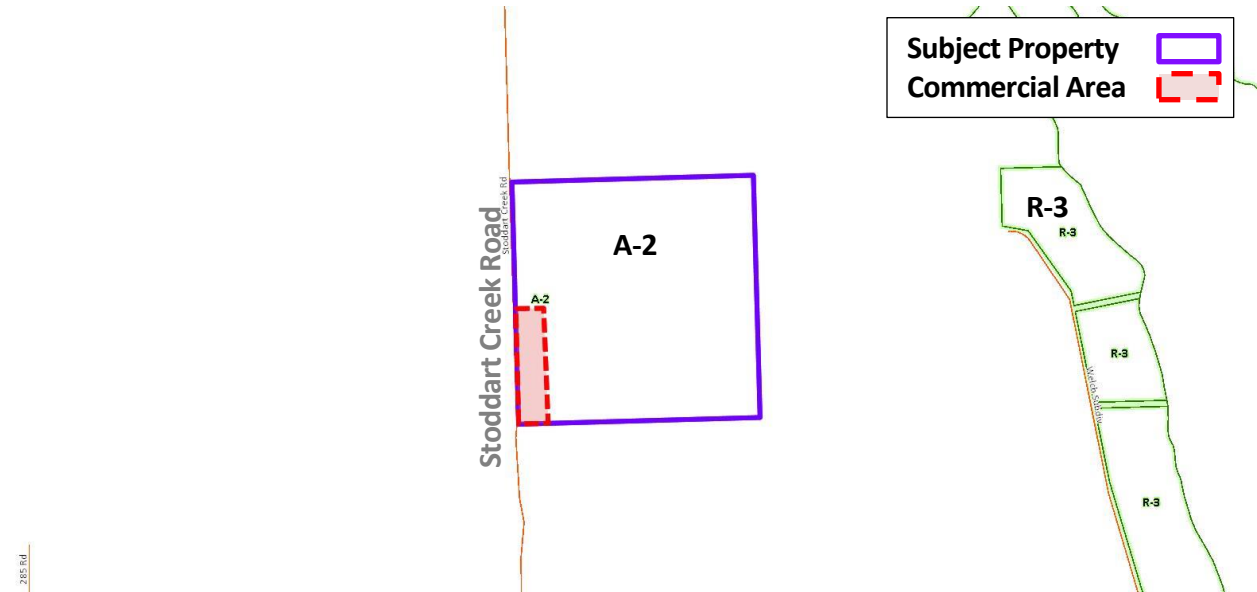
Aerial imagery / Proposal



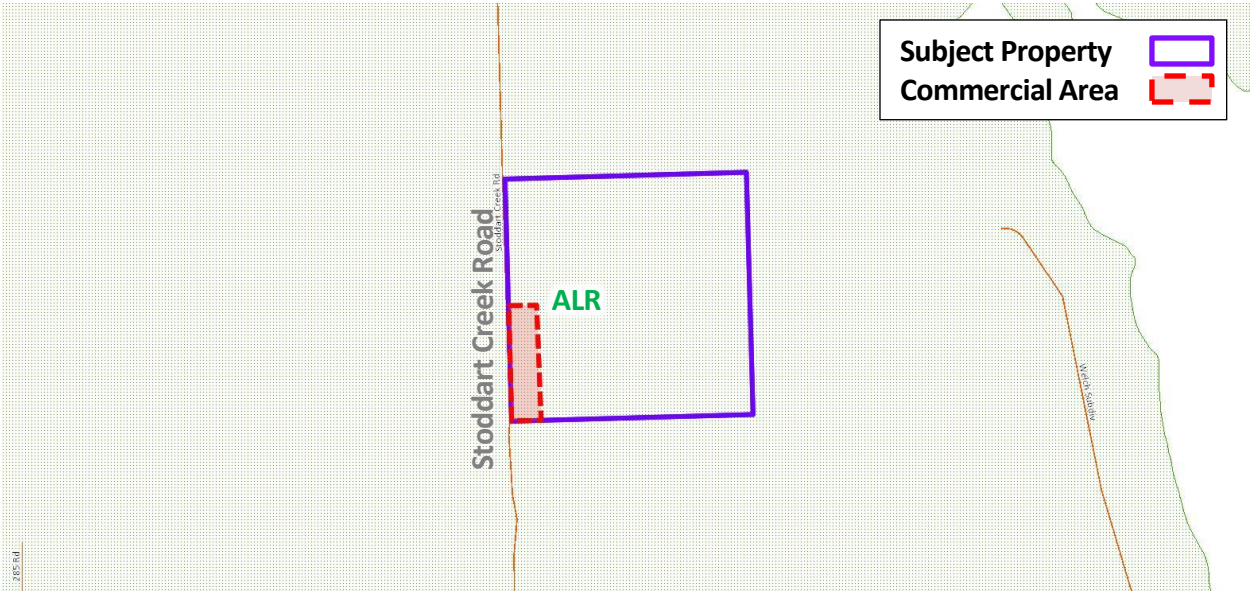
PRRD North Peace Fringe Area Official Community Plan Bylaw No. 1870, 2009: Agriculture



PRRD Zoning Bylaw No. 1343, 2001: Large Agricultural Holdings Zone (A-2)



Agricultural Land Reserve: Within



CLI Soil Classification: 5⁶_{T4}⁴_W & 5_C





PEACE RIVER REGIONAL DISTRICT

20-009-0CP ZN

DAWSON CREEK 1981 Alaska Avenue (Box 810), Dawson Creek, BC (T) 250-784-3200..(F) 250-784-3201
FORT ST. JOHN 9505 100TH Street, Fort St. John, BC V1J 4N4 (T) 250-785-8084 (F) 250-785-1125
[Toll Free: 1-800-670-7773]

Receipt # 7997

Application for Development

1. TYPE OF APPLICATION

	FEE
<input type="checkbox"/> Official Community Plan Bylaw Amendment	\$ 1,000.00
<input type="checkbox"/> Zoning Bylaw Amendment	650.00
<input checked="" type="checkbox"/> Official Community Plan / Zoning Bylaw Amendment combined	1,050.00
<input type="checkbox"/> Temporary Use Permit	350.00
<input type="checkbox"/> Development Permit	165.00
<input type="checkbox"/> Development Variance Permit	165.00
<input checked="" type="checkbox"/> Sign requirement	150.00

In regard to applications for:

- i) an official community plan and/or zoning bylaw amendment;
- ii) temporary use permit;

Sign provided by the PRRD and sign posted pursuant to Section 8 of Bylaw No. 2165, 2016, **attached**.

2. PLEASE PRINT

Property Owner's Name <i>Thomas H. Stahl & Tanza Elin Stahl</i>	Authorized Agent of Owner (if applicable)
Address of Owner [Redacted]	Address of Agent
	City/Town/Village
	Postal Code
	Telephone Number:
	Fax Number:
	E-mail:

3. PROPERTY DESCRIPTION

Full legal description of each property under application	Area of each lot
<i>PID: 013-507-311. SW 1/4, Sec 22, Twp 8S, Rge 20, N16M</i>	<i>160 acres</i> ha./acres
	ha./acres
	ha./acres
	TOTAL AREA <i>160 acres</i> ha./acres

Notice of collection of personal information:

Personal information on this form is collected for the purpose of processing this application. The personal information is collected under the authority of the *Local Government Act* and the bylaws of the PRRD. Documentation/Information submitted in support of this application can be made available for public inspection pursuant to the *Freedom of Information and Protection of Privacy Act*.

4. Civic Address or location of property: 14472 + 14414 Stoddart Creek Road, Mantoloking
B.C. 100190

5. PARTICULARS OF PROPOSED AMENDMENT

Please check the box(es) that apply to your proposal:

- ☒ Official Community Plan (OCP) Bylaw amendment:

Existing OCP designation: Agriculture

Proposed OCP designation: Local Commercial (4.1 ha portion - see map)

Text amendment: _____

- ☒ Zoning Bylaw amendment:

Existing zone: A-2

Proposed zone: Larger parcel to A-1 and smaller parcel to ~~A-2~~ C-2

Text amendment: _____

- ☐ Development Variance Permit – describe proposed variance request:

- ☐ Temporary Use Permit – describe proposed use:

- ☐ Development Permit: Bylaw No. _____ Section No. _____

6. Describe the existing use and buildings on the subject property:

Residential and farming @ 14472 Stoddart Creek Road and Water dispensing/
Water Utility use @ 14414 Stoddart Creek Road. Water Treatment Plant,
Bulk Water dispensing, Water Works.

7. Describe the existing land use and buildings on all lots adjacent to and surrounding the subject property:

(a) North Agriculture

(b) East Agriculture

(c) South Agriculture and Residential

(d) West Agriculture

8. Describe the proposed development of the subject property. Attach a separate sheet if necessary:

There is a Water treatment Plant + Bulk Water Dispensing station located
@ 14414 Stoddart Creek Road providing water to rural region residents/businesses.
Bigger (Remaining) parcel requires rezoning due to parcel size of 150 acres.
Smaller parcel is used for commercial Water Plant/Dispensing therefore requires rezoning.

9. Reasons and comments in support of the application. Attach a separate sheet if necessary:

Water Treatment Plant + Bulk Water Dispensing Station requires its own
land title and appropriate zoning.
Small agriculture on the remainder bigger Parcel requires zoning change
Due to 150 acre parcel size.

10. Describe the means of sewage disposal for the development:

Both the bigger (150 acres) and smaller parcel (10 acres)
have their own sewer system on-site.

11. Describe the means of water supply for the development:

Both the bigger (150 acres) and smaller parcel (10 acres)
have their own water supply. Water sources (Well).
registered - (3) wells @ 14472 Stoddart Creek Road and (2) wells with indefinite term license @
14414 Stoddart Creek Road.

THE FOLLOWING INFORMATION IS REQUIRED. FAILURE TO PROVIDE MAY DELAY YOUR APPLICATION.

12. Proof of ownership of the subject property or properties. (For example: Certificate of State of Title, BC Land Title Office Property Title Search or recent Property Tax Notice.)
13. A Sketch Plan of the subject property or properties, showing:
- (a) the legal boundaries and dimensions of the subject property;
 - (b) boundaries, dimensions and area of any proposed lots (if subdivision is being proposed);
 - (c) the location of existing buildings and structures on the subject property, with distances to property lines;
 - (d) the location of any proposed buildings, structures, or additions thereto, with distances to property lines;
 - (e) the location of any existing sewage disposal systems;
 - (f) the location of any existing or proposed water source.

ADDITIONAL OR MORE DETAILED INFORMATION MAY BE REQUESTED BY THE PEACE RIVER REGIONAL DISTRICT FOLLOWING REVIEW OF YOUR APPLICATION.

If it is necessary for the property boundaries and the location of buildings and structures to be more accurately defined, a plan prepared by a British Columbia Land Surveyor may be required.

15. I / We the undersigned hereby declare that the information provided in this application is complete and is, to the best of my / our knowledge, a true statement of the facts related to this application.

[Redacted Signature]

Signature of Owner

July 6th 2020

Date signed

[Redacted Signature]

Signature of Owner

July 6th 2020

Date signed

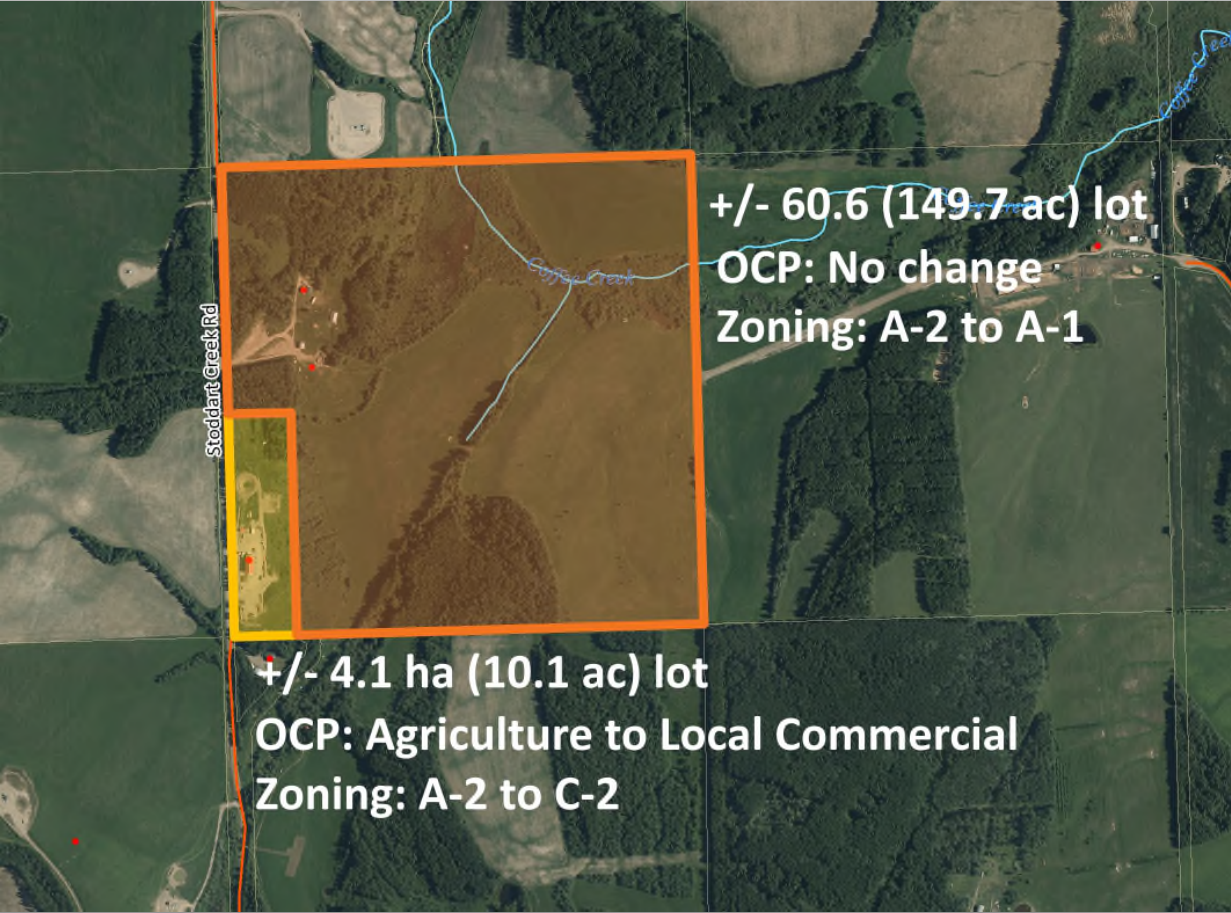
16. **AGENT'S AUTHORIZATION**

If you have an agent act on your behalf in submission of this application, the following authorization **MUST** be signed by **ALL** property owners.

I / We authorize	and	hereby
(name) application.	to act on my/our behalf regarding this	
Agent address:		
Telephone:	Fax:	Email:
Signature of Owner:	Date:	
Signature of Owner:	Date:	



Peace River Regional District



- Legend**
- Hwy Mile Marker
 - Rural Community
 - 911 Civic Address Rural
 - 911 Civic Address Municipal
 - Regional Park
 - Parks
 - Parcel / District Lot
 - Highway
 - Municipal Road
 - Hard Surface
 - Gravel
 - Rural Road >1:250k
 - Hard Surface
 - Gravel
 - Seasonal
 - Driveway
 - PRRD Sewer Systems
 - Sewer Line
 - Storm Water Drainage
 - PRRD Water Systems
 - Streams/Rivers
 - Municipal Boundary
 - Regional District Boundary

1: 10,000



508.0 0 254.00 508.0 Meters

NAD_1983_UTM_Zone_10N
© Latitude Geographics Group Ltd.

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
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Notes



Peace River Regional District

Development Application Referral

July 16, 2020

**Re: Official Community Plan & Zoning Bylaws Nos. 2411 & 2412, 2020
PRRD File No. 20-009-OCPZN**

You are invited to comment on the attached application for potential effect on your agency's interests. We would appreciate your response within 21 days (**August 6, 2020**). If no response is received within that time, we will assume your agency's interests are unaffected. Please provide information to substantiate your position and, if applicable, outline any conditions related to your position. Please note any legislation or official government policy which would affect our consideration of this application.

Proposal

To re-designate a ± 4.1 ha portion the subject property from 'Ag' (Agriculture) to 'LC' (Local Commercial) pursuant to *PRRD North Peace Fringe Area Official Community Plan Bylaw No. 1870, 2009*. Further, to rezone the same ± 4.1 ha portion from 'A-2' (Large Agricultural Holdings Zone) to 'C-2' (General Commercial Zone) and the remaining ± 60.6 ha from 'A-2' (Large Agricultural Holdings Zone) to 'A-1' (Small Agricultural Holdings Zone) pursuant to *PRRD Zoning Bylaw No. 1343, 2001*. The applicants intend to subdivide the property into one ± 4.1 ha lot and one ± 60.6 ha lot in a subsequent application.

Property Information

General Location:	Montney, BC
Legal Description:	SW $\frac{1}{4}$ of Section 22 Township 85 Range 20 W6M Peace River District
PID:	013-507-311
Property Size:	64.7 ha (159.8 ac)
ALR Status:	Within
Current OCP Designation:	Agriculture
Landowner(s):	Thomas & Tanza Stahl

This application is being referred to:

- Ministry of Transportation & Infrastructure (via eDAS)
- Northern Health
- Ministry of Forests, Lands, Natural Resources Operations and Rural Development
- Agricultural Land Commission
- School District 60
- Chetwynd
- Dawson Creek
- Fort St. John
- Hudson's Hope
- Pouce Coupe
- Taylor
- Tumbler Ridge
- PRRD Environmental Services

PRRD Contact

Michael Blatz, North Peace Land Use Planner

PLEASE REPLY TO:

<input type="checkbox"/>
<input checked="" type="checkbox"/>

Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8	Tel: (250) 784-3200	Fax: (250) 784-3201	Email: planning@prrd.bc.ca
9505 100 St, Fort St. John, BC V1J 4N4	Tel: (250) 785-8084	Fax: (250) 785-1125	Email: planning@prrd.bc.ca



Agricultural Land Commission

201 – 4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000 | Fax: 604 660-7033
www.alc.gov.bc.ca

August 5, 2020

Reply to the attention of Sara Huber
ALC Issue: 51849
Local Government File: 20-009-OCNZ

Michael Blatz
Land Use Planner, Peace River Regional District

Delivered Electronically

Re: Peace River Regional District Official Community Plan and Zoning Amendment Application 20-009

Thank you for forwarding a draft copy of Peace River Regional District (PRRD) Official Community Plan (OCP) and Zoning Amendment Bylaw Nos. 2411 and 2412, 2020 (the “Bylaws”) for review and comment by the Agricultural Land Commission (ALC). The following comments are provided to help ensure that the Bylaws are consistent with the purposes of the *ALC Act* (ALCA), the Agricultural Land Reserve (ALR) General Regulation, (the “ALR General Regulation”), the ALR Use Regulation (the “ALR Use Regulation”), and any decisions of the ALC.

Current Proposal:

The Bylaws propose to amend the OCP designation of 4.1 ha of the property identified as 14472 Stoddart Creek Road, Montney; PID: 013-507-311 (the “Property”) from Ag (Agriculture) to LC (Local Commercial) and to rezone that same portion from A2 (Large Agricultural Holdings Zone) to C2 (General Commercial Zone) and the remaining 60.6 ha from A2 to A1 (Small Agricultural Holdings Zone) in order to subdivide a 4.1 ha lot from the Property.

File History:

In July 2017, the ALC refused the subdivision of an 8 ha lot from the Property (Application 56271; Resolution #216/2017). In reaching its decision, the ALC found that while the area proposed for subdivision is separated from the remainder by a ravine, the Property is suitable and capable of agricultural uses and should be retained as a whole.

In June 2018, the ALC conditionally approved an application to develop a potable and non-potable water utility facility on an approximately 2 ha portion of the Property (Application 56832; Resolution #196/2018).

ALC Staff Comments:

ALC staff recognizes that an associated exclusion application has been submitted on the ALC’s online application portal (Application 60120; the “Application”). The ALC has received the Application, but has not yet reviewed or decided on the Application. The Application proposes to exclude the 4.1 ha portion of the Property in order to continue using the land as the water treatment and dispensing terminal, which was previously approved by the ALC in 2018. If approved, the applicant intends to subdivide the 4.1 ha portion and transfer its ownership to the water terminal corporation.

ALC staff recognizes that the Application has been submitted and the merits of the proposal will be reviewed at that time. Should the ALC approve the Application, ALC staff has no objection to the Bylaws.

The ALC strives to provide a detailed response to all bylaw referrals affecting the ALR; however, you are advised that the lack of a specific response by the ALC to any draft bylaw provisions cannot in any way be construed as confirmation regarding the consistency of the submission with the ALCA, the Regulations, or any Orders of the Commission.

This response does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

If you have any questions about the above comments, please contact the undersigned at 236-468-3258 or by e-mail (Sara.Huber@gov.bc.ca).

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION



Sara Huber, Regional Planner

Enclosure: Referral of PRRD OCPZN-20-009

CC: Ministry of Agriculture – Attention: Lori Vickers

51849m1

July -24-2020


Michael Blatz
c/o Peace River Regional District
9505 100 Street
Fort St. John, BC V1J 4N4

Dear Sir/Madam:

**RE: Development Application Referral for Official Community Plan & Zoning Bylaws Nos. 2411 & 2412, 2020
PRRD File No. 20-009-OCPZN**

The City of Fort St. John has no comments in regards to this development application.

Kind Regards,



Renée Jamurat
Planning Manager



Peace River Regional District
PO Box 810
1981 Alaska Avenue
Dawson Creek, BC V1G 4H8

Attn: Michael Blatz – North Peace Land Use Planner

The Ministry of Transportation and Infrastructure (MoTI) has received and reviewed your referral of July 16, 2020 to re-designate a \pm 4.1 ha portion the subject property (PID: 013-507-311, The SW 1/4 of, Sec 22, Twp 85, Rge 20, W6M, Peace River) from 'Ag' (Agriculture) to 'LC' (Local Commercial) in pursuant to PRRD North Peace Fringe Area Official Community Plan Bylaw No. 1870, 2009, and to rezone the same \pm 4.1 ha portion from 'A-2' (Large Agricultural Holdings Zone) to 'C-2' (General Commercial Zone) and the remaining \pm 60.6 ha from 'A-2' (Large Agricultural Holdings Zone) to 'A-1' (Small Agricultural Holdings Zone) in pursuant to PRRD Zoning Bylaw No. 1343, 2001. The property does not fall within Section 52 of the Transportation Act and will not require MoTI formal approval.

MoTI has no objections to the zoning.

Thank you for the opportunity to comment. If you or the proponent have any questions, please contact me at 778-576-1100.

Sincerely,

Raj Chopra – Development Technician

Michael Blatz

From: Gu, Kang Min (Justin) <KangMin.Gu@northernhealth.ca>
Sent: Monday, July 20, 2020 9:34 AM
To: Michael Blatz
Subject: RE: PRRD File No. 20-009-OCPZN
Attachments: subdivision-guidelines.pdf

CAUTION: This email originated from outside of the organization.

Good Morning Michael,

The following is the comments from Northern Health regarding Zoning Amendment Bylaw No., 20-009 regarding a proposed rezoning:

- Must not cause a health hazard and or must not contaminate or cause to contaminate any drinking water sources, wells, any water bodies
- Must follow Public Health Act, Drinking Water Protection Act and its applicable regulations, Sewerage System Regulation and Groundwater Protection Regulation as applicable
- Must have appropriate sewerage system installed and all the requirements met as applicable
- Proper subdivision protocol be followed for subdividing this property. Please refer to Northern Health's 'Guidelines for Subdivision' for more information.

Please see attached subdivision guideline for your reference. Should you have any questions, please contact the undersigned.

Regards,

Justin Gu, CPHI(C), B. Tech,
Environmental Health Officer

Northern Health – Fort St. John Health Unit
10115 110 Ave Fort St John, BC V1J 6M9
TEL: (250) 263 – 6000
FAX: (250) 263 – 6086

KangMin.Gu@northernhealth.ca



The contents of this electronic mail transmission are PRIVILEGED, intended to be CONFIDENTIAL, and for the sole use of the designated recipient. If this message has been misdirected, or if a resend is desired, please contact the sending office as soon as possible.

From: Michael Blatz <Michael.Blatz@prrd.bc.ca>
Sent: Thursday, July 16, 2020 2:02 PM
To: PRRD_Internal <prrd.internal@prrd.bc.ca>
Subject: PRRD File No. 20-009-OCPZN



PEACE RIVER REGIONAL DISTRICT

Memorandum

TO: Michael Blatz
FROM: Karen Goodings
DATE: July 16, 2020
RE: **OCP & Zoning Amendment Bylaws Nos. 2411 & 2412, 2020,
PRRD File No. 20-009-OCPZN**

Pursuant to the following resolution:

RD/15/04/26 (23)

That a two-week period be added to the development application review process to allow time for the appropriate Electoral Area Director to review applications prior to them going to the Regional Board for consideration.

The application and bylaw are provided for your review. As instructed at the November 21, 2019 EADC meeting, referrals to Directors will be done earlier in the application review process, at the same time as external agency referrals. As a result, this referral does not include external agency comments or a staff report.

If you have any comments, please submit them by July 30, 2020.

I am in support of this application to proceed. The potable water station that has been developed is an important commodity for the rural users.

Director Karen Goodings

Date July 16/2020

diverse. vast. abundant.

PLEASE REPLY TO:

Page 487 of 542

☒ Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8 Tel: (250) 784-3200 or (800) 670-7773 Fax: (250) 784-3201 Email: prrd.dc@prrd.bc.ca
☐ 9505 100 St, Fort St. John, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-1125 Email: prrd.fs@prrd.bc.ca

7.3.1 Local Commercial (LC)

Policy 5 Within the Local Commercial designation the principal use of land will generally be those commercial uses that cater to the local area residents, but not limited to the following: convenience store, gas bar, restaurant, craft sales, personal service establishment, neighbourhood pub, or campground, subject to zoning regulations.

Policy 6 Within the Local Commercial designation the minimum parcel size will not be less than:

- a) **0.4 ha (1 acre)** for lands connected to a community sewage system;
- b) **0.8 ha (2 acre)** for lands where soil conditions are suitable for on-site sewage disposal and a system authorized by the agency having jurisdiction regarding sewage disposal;
- c) **1.6 ha (4 acres)** for lands not connected to a community sewage system.

7.3.2 Highway Commercial (HC)

Policy 7 Highway Commercial uses may be located within Settlement Centres, at highway junctions or along controlled access highways.

Policy 8 Within the Highway Commercial designation the principal use of land will generally be all those uses permitted in Local Commercial Section No. 7.3.1, Policy 5 and those commercial uses that cater to residents, tourists and traveling public, but not limited to the following: liquor outlets, retail sales, fuel retail sales, commercial recreation facilities, tourist accommodations, business offices, animal hospital, automotive servicing and repairs, subject to zoning regulations.



Policy 9 Within the Highway Commercial designation the minimum parcel size will not be less than:

- a) **0.4 ha (1 acre)** for lands connected to a community sewage system;
- b) **0.8 ha (2 acre)** for lands where soil conditions are suitable for on-site sewage disposal and a system authorized by the agency having jurisdiction regarding sewage disposal;
- c) **1.6 ha (4 acres)** for lands not connected to a community sewage system.

Policy 10 The current uses located on Lot 1, Blk. 2, Plan 12244, part SW ¼ Sec. 5, Twp. 84, Rge.18, W6M, are recognized as being consistent with this Plan, described as:
- trucking contractor, logging contractor, construction trade contractor, oil field service contractor, including repair and maintenance of heavy trucks and equipment;
- building material supply.



PEACE RIVER REGIONAL DISTRICT
Zoning Bylaw No. 1343, 2001

PART VI ZONES

SECTION 32 A-1 (Small Agricultural Holdings Zone - 15 ha)

1. Permitted Uses

The following PRINCIPAL USES and no others are permitted in an A-1 zone subject to Part IV of this bylaw and subject to Sub-Section 2 of this Section 32;

- (a) AGRICULTURE;
- (b) AGRICULTURE-INTENSIVE;
- (c) AGRICULTURE-DOMESTIC;
- (d) Wood harvesting and forestry;
- (e) Mining, including gravel extraction and processing;
- (f) Asphalt plant;
- (g) Oil and gas wells, PIPELINES;
- (h) PRODUCTION FACILITIES;
- (i) LAND TREATMENT FACILITY, NON-COMMERCIAL;
- (j) KENNEL;
- (k) EQUESTRIAN FACILITY;
- (l) DWELLING UNITS;

The following ACCESSORY uses and no others are permitted in an A-1 zone, subject to Part IV of this bylaw and Sub-Section 2 of this Section 32:

- (m) ACCESSORY building and ACCESSORY structure; (See Section 13)
- (n) BED AND BREAKFAST accommodation; (See Section 16)
- (o) HOME BASED BUSINESS; (See Section 19)
- (p) SECONDARY SUITE; (See Section 25)
- (q) TEMPORARY ADDITIONAL DWELLING; (See Section 29)
- (r) AGRI-TOURISM activity.

2. Regulations

Minimum Parcel size

- (a) The minimum parcel size is 15 hectares (37 acres).
- (b) Exception to the minimum parcel size is as follows:
 - i) subject to the Local Services Act, the minimum parcel size shall not apply where a parcel is divided by a railway, highway right-of-way or watercourse provided the parcel is subdivided along any such railway, highway right-of-way or watercourse, and the remainder of the parcel for which a subdivision is proposed is not less than 12 hectares (30 acres)



PEACE RIVER REGIONAL DISTRICT
Zoning Bylaw No. 1343, 2001

SECTION 32 A-1 (Small Agricultural Holdings Zone - 15 ha) continued

Number and type of DWELLING UNIT(S)

- (c) One SINGLE FAMILY DWELLING is permitted on a parcel less than 3.6 hectares (9 acres) in size;
- (d) Two SINGLE FAMILY DWELLINGS or one TWO FAMILY DWELLING is permitted on a parcel 3.6 hectares (9 acres) or larger, but not both;

Setbacks

- (e) Except as otherwise permitted in this bylaw, no building or structure shall be located within:
 - (i) 7 metres (23 ft.) of a FRONT PARCEL LINE;
 - (ii) 3 metres (10 ft.) of an INTERIOR SIDE PARCEL LINE;
 - (iii) 5 metres (17 ft.) of an EXTERIOR SIDE PARCEL LINE;
 - (iv) 7 metres (23 ft.) of a REAR PARCEL LINE.

Agriculture

- (f) AGRICULTURE INTENSIVE, use is permitted on parcels 15 hectares (37 acres) and larger;

Asphalt Plant

- (g) Asphalt plants may operate on land zoned A-1 "Small Agriculture Holding" for a continuous period of not more than eight (8) months, otherwise an application for rezoning or a temporary industrial use permit will be required.

Production facilities

- (h) The following PRODUCTION FACILITIES are not permitted in the A-1 zone;
 - i) Battery sites and compressor stations with an aggregate building and/or structure FLOOR AREA greater than 450 sq. metres (4850 sq. ft.)
 - ii) Oil field waste management facility that requires a permit under the *Waste Management Act* or which covers an aggregate building and/or structure FLOOR AREA greater than 450 sq. metres (4850 sq. ft.)

Land Treatment Facility

- (i) LAND TREATMENT FACILITY, NON-COMMERCIAL shall not exceed an area greater than 2 hectares (5 acres) in size.



PEACE RIVER REGIONAL DISTRICT Zoning Bylaw No. 1343, 2001

SECTION 42 C-2 (General Commercial Zone - 1.8 ha)

1. Permitted Uses

The following PRINCIPAL USES and no others are permitted in a C-2 zone subject to Part IV of this bylaw and subject to Sub-Section 2 of this Section 42;

- (a) TOURIST ACCOMMODATION;
- (b) RESTAURANT;
- (c) AUTOMOTIVE SERVICE STATION;
- (d) CONVENIENCE STORE;
- (e) GAS BAR;
- (f) Car wash;
- (g) Liquor Store;
- (h) GARDEN CENTRE;
- (i) CAMPGROUND;
- (j) Retail sales establishment;
- (k) Sales, rentals, servicing and repairs of automobiles, recreation vehicles and boats;
- (l) Building material supply facility;
- (m) Meat cutting and packing, excluding ABATTOIRS;
- (n) Business office;
- (o) PERSONAL SERVICE ESTABLISHMENT;
- (p) ANIMAL HOSPITAL;
- (q) Taxi dispatch office;
- (r) RECYCLE CENTRE;
- (s) FUNERAL PARLOUR LIMITED; [Bylaw No. 1713, 2007]
- (t) Instrumentation, small equipment sales, rentals and service. [Bylaw No.. 1839, 2009]
- (u) Gallery, or studio related to art, music, recording, dance, fitness or recreation
[Bylaw No. 1921, 2011]

The following ACCESSORY uses and no others are permitted in a C-2 zone, subject to Part IV of this bylaw and Sub-Section 2 of this Section 42:

- (v) ACCESSORY building and ACCESSORY structure;
- (w) DWELLING UNIT(S);



PEACE RIVER REGIONAL DISTRICT
Zoning Bylaw No. 1343, 2001

SECTION 42 C-2 (General Commercial Zone - 1.8 ha) Continued

2. Regulations

Minimum Parcel Size

- (a) The minimum parcel size is 1.8 hectares (4.5 acres) where there is no COMMUNITY SEWAGE SYSTEM (Electoral Areas B, D and E only); [Bylaw No. 2249, 2016]
- (aa) The minimum parcel size is 1.8 hectares (4.5 acres) where there is no COMMUNITY SEWER (Electoral Area C only); [Bylaw No. 2249, 2016]
- (b) The minimum parcel size is 0.4 hectare (1 acre) when the parcel is connected to a COMMUNITY SEWAGE SYSTEM (Electoral Areas B, D and E only); [Bylaw No. 2249, 2016]
- (bb) The minimum parcel size is 0.4 hectare (1 acre) when the parcel is connected to a COMMUNITY SEWER (Electoral Area C only); [Bylaw No. 2249, 2016]

Number and type of Dwelling

- (c) Not more than one SINGLE FAMILY DWELLING on a parcel, either detached or contained within one of the PRINCIPAL USES listed above.

Height

- (d) No building or structure shall exceed 12 metres (40 ft.) in HEIGHT.

Setbacks

- (e) Except as otherwise permitted in this bylaw, no building or structure shall be located within:
 - (i) 7 metres (23 ft.) of a FRONT PARCEL LINE;
 - (ii) 3 metres (10 ft.) of an INTERIOR SIDE PARCEL LINE;
 - (iii) 5 metres (17 ft.) of an EXTERIOR SIDE PARCEL LINE;
 - (iv) 5 metres (17 ft.) of a REAR PARCEL LINE.

ACCESSORY Buildings, except DWELLING UNIT(S)

- (f) The aggregate FLOOR AREA of all ACCESSORY buildings shall not exceed 200 square metres (2153 sq. ft.).



PEACE RIVER REGIONAL DISTRICT
Zoning Bylaw No. 1343, 2001

SECTION 42 C-2 (General Commercial Zone - 1.8 ha) continued

Additional Uses

(g) The following additional uses are permitted on lands legally described as:

Parcel A(PM36569) SW¼ Sec. 5, Twp. 84, Rge. 18, W6M.

Parcel A, Plan 33374, SW¼ Sec. 5, Twp. 84, Rge. 18, W6M.

- i) sales, rental, servicing and repairs of automobile, recreational vehicles, manufactured homes, automotive parts, machinery, farm machinery and boats; and
- ii) contractors, shop and storage yard for trade, trucking, construction and oil field service.

Parcel A, Plan 33374, SW¼ Sec. 5, Twp. 84, Rge. 18, W6M.

- iii) warehousing, cartage, express and freight facilities.

Lot 8, Block 2, Plan 9723, Section 2, Township 84, Range 19, W6M

[Bylaw No. 1502, 2004]

Parcel A(Plan B5074) of the Northwest ¼, Section 9, Township 84, Range 19, W6M

- iv) NEIGHBOURHOOD PUB

Lot 8, Block 2, Section 2, Township 84, Range 19, W6M, PRD, Plan 9723

[Bylaw No. 2178, 2015]

- v) CAMPGROUND, UNLIMITED TERM

PEACE RIVER REGIONAL DISTRICT
Bylaw No. 2411, 2020

A bylaw to amend the "North Peace Fringe Area Official
Community Plan Bylaw No. 1870, 2009"

WHEREAS, the Regional Board of the Peace River Regional District did, pursuant to the Province of British Columbia *Local Government Act*, adopt the "North Peace Fringe Area Official Community Plan Bylaw No. 1870, 2009";

NOW THEREFORE, the Regional Board of the Peace River Regional District, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited for all purposes as "North Peace Fringe Area Official Community Plan Amendment Bylaw No. 2411, 2020."
2. Schedule B – Map 2 of "North Peace Fringe Area Official Community Plan Bylaw No. 1870, 2009" is hereby amended by redesignating a 4.1 ha (10.13 acre) portion of the Southwest ¼ Section 22, Township 85, Range 20, W6M, PRD, from "Agriculture" (AGRICULTURE) to "Local Commercial" (LC) as shown on Schedule "A" which is attached to and forms part of this bylaw.

READ A FIRST TIME THIS _____ day of _____, 2020.

READ A SECOND TIME THIS _____ day of _____, 2020.

Public Notification mailed on the _____ day of _____, 2020.

Public Notification advertised on the _____ day of _____, 2020.

Public Hearing held on the _____ day of _____, 2020.

READ A THIRD TIME THIS _____ day of _____, 2020.

ADOPTED THIS _____ day of _____, 2020.

Chair

(Corporate Seal has been affixed to the
original bylaw)

Corporate Officer

I hereby certify this to be a true and correct copy of
Bylaw No. 2411, 2020", as adopted by the
Peace River Regional District Board
on _____, 20____.

Corporate Officer

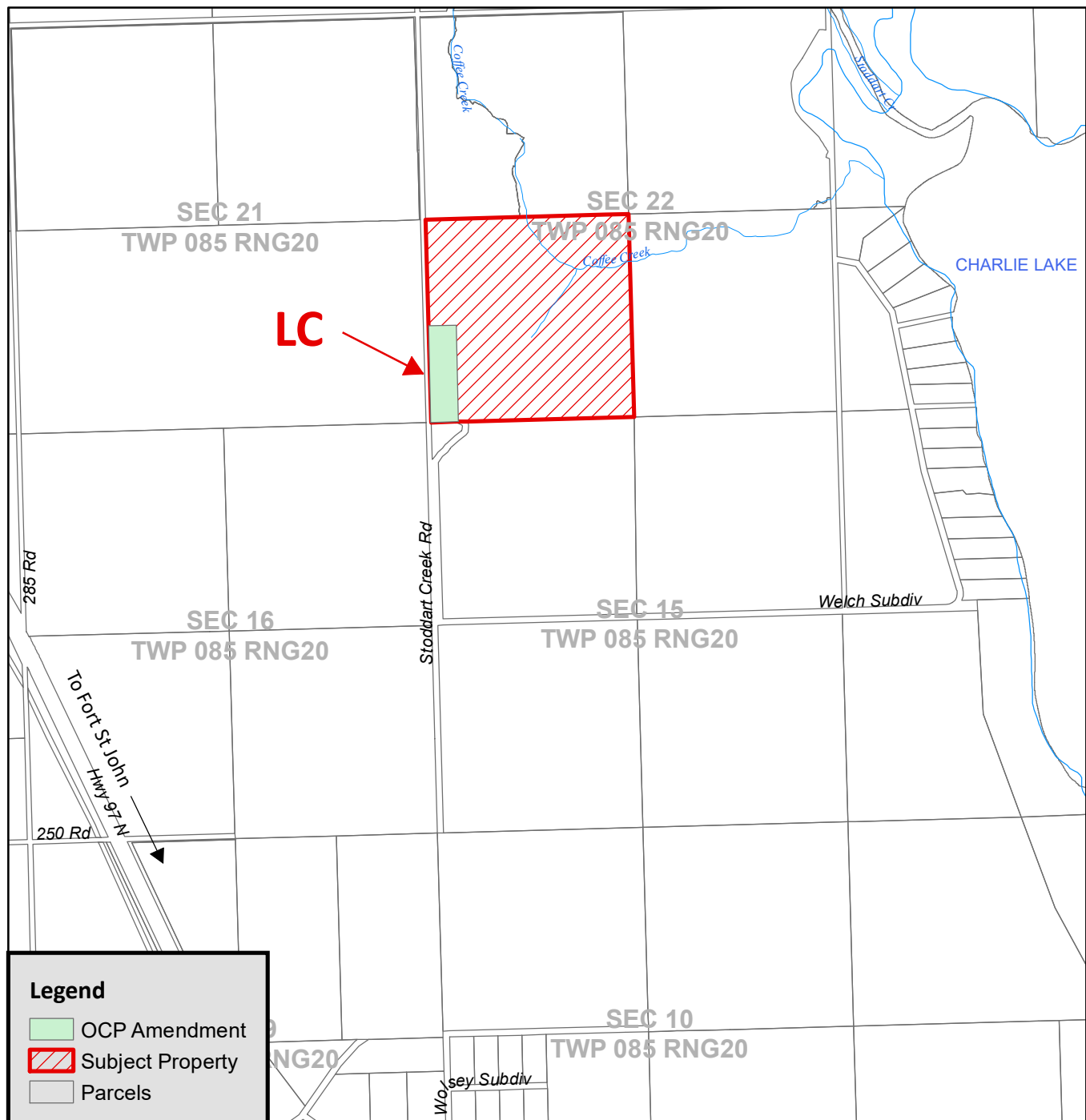


Peace River Regional District
Bylaw No. 2411, 2020
SCHEDULE "A"



1:24,000

Schedule B - Map 2 of "North Peace Fringe Area Official Community Plan Bylaw 1870, 2009" is hereby amended by redesignating a 4.1 ha (10.13 acres) portion of the Southwest 1/4 Section 22, Township 85, Range 20, W6M, PRD, **from** "Agriculture" (Agriculture) **to** "Local Commercial" (LC) as shown on the drawing below:



PEACE RIVER REGIONAL DISTRICT
Bylaw No. 2412, 2020

A bylaw to amend "Peace River Regional District Zoning
Bylaw No. 1343, 2001."

WHEREAS, the Regional Board of the Peace River Regional District did, pursuant to the Province of British Columbia *Local Government Act*, adopt "Peace River Regional District Zoning Bylaw No. 1343, 2001";

NOW THEREFORE the Regional Board of the Peace River Regional District, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as "Peace River Regional District Zoning Amendment Bylaw No. 2412, 2020."
2. Schedule A – Map 1 of "Peace River Regional District Zoning Bylaw No. 1343, 2001" is hereby amended by rezoning a 4.1 ha (10.13 acre) portion of the Southwest ¼ Section 22, Township 85, Range 20, W6M, PRD, from A-2 "Large Agricultural Holdings Zone" to C-2 "General Commercial"; with the remainder 60.6 ha (149.7 acres) portion being rezoned from A-2 "Large Agricultural Holdings Zone" to A-1 "Small Agricultural Holdings Zone", as shown on Schedule 'A' which is attached to and forms part of this bylaw.

READ A FIRST TIME THIS	_____	day of _____	, 2020.
READ A SECOND TIME THIS	_____	day of _____	, 2020.
Public Notification mailed on the	_____	day of _____	, 2020.
Public Notification advertised on the	_____	day of _____	, 2020.
Public Hearing held on the	_____	day of _____	, 2020.
READ A THIRD TIME THIS	_____	day of _____	, 2020.
ADOPTED THIS	_____	day of _____	, 2020.

(Corporate Seal has been
affixed to the original bylaw)

Chair

Corporate Officer

I hereby certify this to be a true and correct copy of
"PRRD Zoning Amendment Bylaw No. 2412, 2020,
as adopted by the Peace River Regional District
Board on _____, 20____.

Corporate Officer

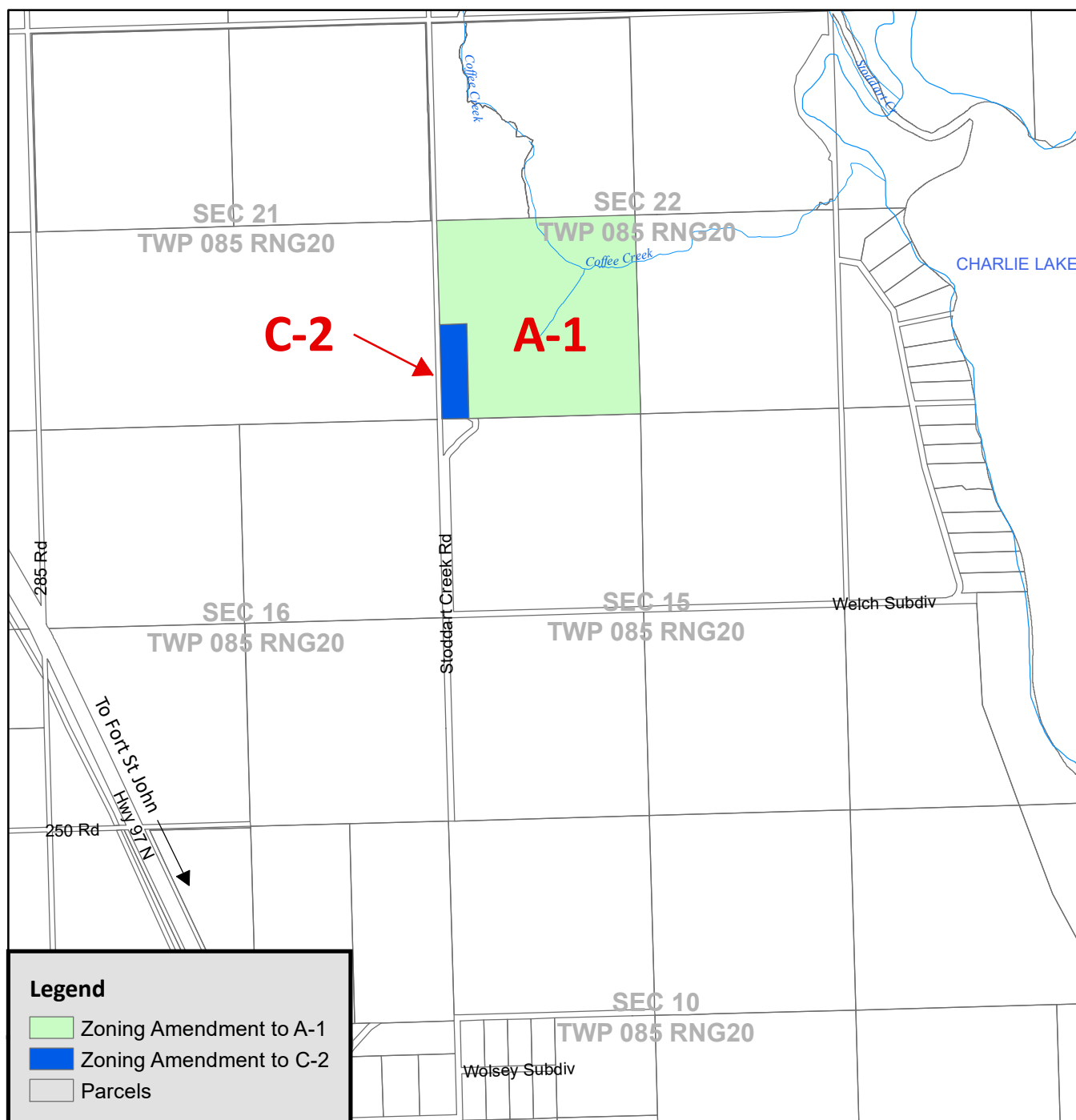


Peace River Regional District
Bylaw No. 2412, 2020
SCHEDULE "A"



1:24,527

Schedule A - Map 1 of "Peace River Regional District Zoning Bylaw No. 1343, 2001" is hereby amended by rezoning a 4.1 ha (10.13 acres) portion of the Southwest 1/4 Section 22, Township 85, Range 20, W6M, PRD, **from** A-2 "Large Agricultural Holdings Zone" **to** C-2 "General Commercial Zone" with the remainder 60.6 ha (149.7 acres) portion being rezoned **from** A-2 "Large Agricultural Holdings Zone" **to** A-1 "Small Agricultural Holdings Zone" as shown on the drawing below:



G:\Development_Services\BYLAWS\Bylaw_240X - Zoning - PENDING.mxd

Purpose of the Strategic Plan

The 2019-2022 Strategic Plan was developed by the Board to ensure that our decisions, activities and policies are aligned with our vision and goals. The plan addresses the most significant opportunities and challenges facing the region and supports the continued provision of quality services, amenities and infrastructure for our citizens.

The plan will inform the development of our annual budgets and departmental work plans. Quarterly reports to the Board and the Annual Report will provide an opportunity to review and communicate progress in achieving the Board's goals and update the plan as necessary.



Strategic Focus Areas

1. Organizational Effectiveness

Goal

To ensure the PRRD is functioning in a prudent and effective manner and operations and policies are consistent with, and reflective of local government legislative requirements and best practices.

Why?

A well-functioning organization with an appropriate allocation of resources and effort contributes to effective and efficient delivery of services, supports the retention and recruitment of staff and safeguards the organization from risk and liability.

STRATEGIES	ACTIVITIES	TARGETS
1. Develop a corporate Asset Management Program	a) Develop an asset management policy b) Complete inventory of assets c) Undertake condition assessments for all PRRD owned assets d) Determine service expectations for all assets e) Identify funding and investment strategies f) Adopt asset management plan	• Q4 2019 • Q4 2019 • 2020 • 2021 • 2021 • 2022
2. Comprehensive Policy Review	a) Inventory, assess and prioritize existing governance and administrative policies to identify gaps or deficiencies b) Revise and amend policies on a priority basis	• Q4 2019 • 2021
3. Support and Develop our Human Resources	a) Establish a corporate employee development program b) Review and update performance review process c) Develop an employee retention and recruitment strategy	• Q4 2019 • Q4 2019 • Q4 2020
4. Develop Performance Reporting System	a) Create an Annual Report that aligns with the Strategic Plan b) Implement a quarterly reporting structure to Board c) Investigate and implement performance reporting systems/technology platforms	• Q3 2019 • Quarterly • Q4 2019

2. Partnerships

Goal

To enhance the effectiveness of our service delivery and advocacy through the pursuit of local, regional and inter-provincial partnerships.

Why?

There are many benefits and advantages to be achieved through cooperation and collaboration with partners within the region and adjacent to our region. Economies of scale and expertise can reduce costs and enhance productivity, while a collective voice on important issues in the region can positively influence decisions and policies of government.



STRATEGIES	ACTIVITIES	TARGETS
1. Collaboration with Local and First Nations governments	a) Identify overlaps, duplications or gaps in service with partnering governments. b) Identify and pursue Community to Community Forum program opportunities. c) Develop policy for establishment of service agreements	<ul style="list-style-type: none"> • 2019 • 2019 • Q3 2019
2. Inter-provincial collaboration with Alberta local governments	a) Identify gaps and opportunities for cooperation at 2019 Inter-Provincial meeting. b) Establish follow-up and accountability framework for inter-provincial outcomes.	<ul style="list-style-type: none"> • 2019 • 2019



3. Responsive Service Delivery

Goal

To ensure services provided to our residents and communities are responsive to the significant issues and demands facing our region now and into the future.

Why?

Our region is increasingly facing impacts from climate change, growth and development. We must ensure that our services and infrastructure are responsive and resilient and that we are able to anticipate and respond effectively to natural hazard events throughout our region.

STRATEGIES	ACTIVITIES	TARGETS
1. Review and Amend Solid Waste Management Plan	a) Undertake public and stakeholder consultation/engagement process b) Issue Request for Expressions of Interest for alternative waste management/disposal c) Amend Solid Waste Management Plan	<ul style="list-style-type: none"> Q4 2019 2019 2019
2. Enhance Emergency Planning and Response Capacity	a) Provide training to Board of Directors on Emergency Management roles and responsibilities b) Increase staffing capacity within the Emergency Management Division c) Formalize and adopt a Collaborative Emergency Management Model d) Formalize an Inter-Agency cooperation framework with provincial and federal agencies and non-profit organizations e) Develop and implement a public education program for emergency preparedness	<ul style="list-style-type: none"> 2019 2019 2020 2022 2022



4. Advocacy

Goal

To represent and advance the interests of the region with other levels of government and agencies responsible for providing governance and services in our region.

Why?

Issues facing our local communities and the region can often be overlooked or underestimated by other levels of government. As a regional district, we have the benefit of a strong, collective voice to influence decisions and policies through strategic advocacy efforts.

TOPICS	AUDIENCE
1. Increased broadband connectivity for rural communities - Situational/Gap Analysis and Investment	<ul style="list-style-type: none">• Ministry of Jobs, Trades and Technology• Federal Ministry of Infrastructure and Communities and Rural Economic Development• Private Service Providers• NCLGA, First Nations, Industry
2. Senior's Housing – Needs Assessment and Investment	<ul style="list-style-type: none">• Northern Health• Ministry of Health• Community Partners and Agencies
3. Emergency Response Capacity for Local Governments	<ul style="list-style-type: none">• Ministry of Public Safety and Solicitor General• NCLGA• UBCM

Board Appointments – 2020

Standing Committees – (Appointed by the Chair, LGA 218(2))

Electoral Area Directors' Committee

Director Goodings
Director Sperling
Director Hiebert
Director Rose

Community Measures Advisory Committee

Brad Sperling
Steve Thorlakson
Jim Little
Julie Ziebart
Glynnis Maundrell

Invasive Plant Committee

Director Sperling
Director Hiebert
Director Goodings

Regional Parks Committee

Director Fraser
Director Goodings
Director Rose
Director Michetti

Solid Waste Committee

Director Goodings, or Alternate Director Sperling
Director Rose, or Alternate Director Hiebert
Director Courtoreille, or Alternate Director
Director Bumstead, or Alternate Director
Director Zabkinsky, or Alternate Director
Board Chair (ex-officio)

(updated: August 1, 2020 Board Meeting)

Select Committees (Appointed by the Board, LGA 218 (1))

Chetwynd Public Library Advisory Committee [RD/16/11/38 (24)] (ToR)

Chetwynd Library Board Representatives: Sara Hoehn and Tanya Harmacek
 PRRD Representative: Director Rose
 Chetwynd Public Library Rep (Mgr): Melissa Millsap
 District of Chetwynd Representative: Councillor Rochelle Galbraith

Health Care Scholarship Committee RD/18/06/23 (ToR)

Director Ackerman Director Bumstead
 Director Sperling Director Rose

North Peace Fringe Area Official Community Plan (NPFA OCP) Steering Committee -

Director Goodings	Director Sperling	(RD/17/07/20 (27))
Director Hiebert	Director Ackerman	
Director Fraser		
Merilyn Scheck	Ken Forest	Dianne Hunter
Ann Sawyer	Glynnis Maundrell	Darrell Blades
Wendy Basisty	O'Brien Blackall	Tony Pellet
David Smith	Myron Dirks	Renee Jamurat
Jim Collins	Brad Filmer	Dave Tyreman
Ethelann Stewart	Jim McKnight	Nicole Hansen
Steve Byford	Bill Adair	Corey Jonsson
SD#60 representative	Karrilyn Vince	Matt Austin
Sarah McDougal	Edward Albury, CLFD Chief	

North Peace Rural Roads Committee (RD/20/05/19) (ToR)

Director Goodings Director Heiberg
 Director Fraser Director Bumstead

Socio Economic and Caribou Recovery Related Land Use Objective Stakeholder Committee Snowmobile Advisory Committee (RD/20/05/07)

Director Sperling
 Director Rose

Solid Waste Management Plan Technical Advisory Committee

Technical (RD/20/01/42)

Alex Adams, Director of Engineering and Public Works, District of Chetwynd
 Doug Beale, District of Tumbler Ridge
 Blair Deveau, Village of Pouce Coupe
 Peter Nilsen, Development Services Manager, City of Dawson Creek
 Ryan Nelson, Director of Operations and Approving Manager, District of Taylor
 Victor Shopland, General Manager of Integrated Services, City of Fort St. John

SW Contractors

Dave Straube, Green For Life Environmental (GFL)
 Deanne Ringland, Operations Manager, Tervita
 Corey Pomeroy, Oscar's Disposal Ltd.
 Eric Tricker, Aim Trucking Ltd
 Ian McLeod, Trans Peace Construction

Select Committees (Appointed by the Board, LGA 218 (1))

Solid Waste Management Plan Technical Advisory Committee (continued)

Recyclers

Sally Paquette, Chetwynd Lions Club Recycling

Jeremy Parslow, Owner – DC Recycling

Lindsay Heal, Owner – Recycle It Resource Recovery

Construction and Demolition

Aaron Henry, Kalmar Construction

Dale Neul, WL Construction

Jonathan Simmons, Ascension Builders

Travis Hiebert, Celtic Construction

David Toews, Colteran Construction

Will, Complete Carpentry Services

Easy Eaves Home and Improvement (Stonehammer)

Chad or Clayton, Hegge Construction

Luke Barrett, KB Construction

Tyler Marion, Marion Construction

John, Toms Construction

Hendrick, Kor-Kraft Construction

First Nations

Merli du Guzman, Band Manager/Admin, Blueberry River

Randy Orr, Band Manager, Halfway River

Ronda Lalonde-Auger, Director of Assets and Infrastructure, Saulteau First Nations

Doig River First Nation, Treaty 8, West Moberly First Nations - TBA

Interested Parties

Karen Mason-Bennett, Northern Environmental Action Team

Sarah/Don Johnson, Reclaimed Supply

Member at Large

Vicki Burt - District of Hudson's Hope

Mike Fitzgerald - Electoral Area 'B'

Ken Drover (Nodes Construction) – Electoral Area 'D'

Rob Henry – Electoral Area 'E'

Carl Chandler (Celtic Construction) – City of Dawson Creek

TBA - City of Fort St. John, District of Chetwynd, Taylor, Tumbler Ridge, Village of Pouce Coupe, and Electoral Area C

Legislated / Bylaw Commissions or Committees

Chetwynd Civic Properties Commission (Bylaw 1049, 1996 as amended)

Director Courtoreille [RD/20/01/44]

Councillor Galbraith [RD/20/01/44]

Councillor Wark [RD/20/01/44]

Director Rose

Walter MacFarlane

Larry Houley

Electoral Area 'E' Industrial Development Committee / Commission

Director Rose

Emergency Executive Committee [RD/18/01/46 (25)]

Director Goodings

Director Sperling

Director Hiebert

Director Rose

Director Bumstead

Director Ackerman

Fire Management Committees:

Chetwynd

Director Rose

Mayor Courtoreille, District of Chetwynd

Dawson Creek / Pouce Coupe

Director Hiebert

Mayor Bumstead, City of Dawson Creek or designate

Mayor Michetti, Village of Pouce Coupe Mayor or designate

Fort St. John

Director Sperling

Mayor Ackerman, City of Fort St. John Mayor or designate

Moberly Lake

Director Rose

Taylor

Director Sperling

Director Hiebert

Mayor Fraser or representative of Council

Tomslake

Director Hiebert

Legislated / Bylaw Commissions or Committees - continued**North Peace Leisure Pool Commission**

Electoral Area B - Director Goodings and Arlene Boon

Electoral Area C – Director Sperling and Alvilda (Willi) Couch

*City of Fort St. John – Councillor Bolin and Councillor Grimsrud

These appts are made by the respective municipalities and are recorded here for convenience.

Parcel Tax Roll Review Panel

Director Goodings

Director Sperling

Director Hiebert

Rural Budgets Administration Committee

Director Goodings

Director Sperling

Director Hiebert

Director Rose

Board Liaison Appointments to Outside Agencies

Alaska Highway Community Society

Director Hiebert
Director Goodings

Buick Arena

Director Goodings

Charlie Lake Conservation Society

Director Sperling

Chetwynd Communications Society

Director Rose
Mayor Courtoreille, District of Chetwynd

Chetwynd Library

Director Rose

Clearview Arena

Director Goodings

FSJ Results Based Pilot Project Public Advisory Group

Director Fraser
Director Goodings (Alternate)

FSJ Land and Resource Management Plan Community Leaders Group [RD/19/12/12]

Director Sperling
Director Goodings (Alternate)

Hydro Go Fund (BCH Peace Region Non-Profit Community Fund)

Director Sperling
Carol Kube [RD/19/10/40 (24)]

Invasive Plant Council of BC

Director Hiebert

Municipal Finance Authority of BC

Director Rose
Director Sperling - Alternate

Municipal Insurance Association of BC [RD/18/01/47 (25)]

Leanne Filipovic
Director Bumstead – Alternate Voting Member

Board Liaison Appointments to Outside Agencies - continued

North Peace Airport Society

Electoral Area B – Director Goodings and Arlene Boon

Electoral Area C - Director Sperling and Jim McKnight

PRRD Member Representative - Director Goodings [RD/19/11/39 (28)] Term – December 15, 2022

Northern Development Initiative (NDI) Trust - NE Regional Advisory Committee

Director Goodings

Director Hiebert

Director Sperling

Director Rose

Northeast Roundtable

All PRRD Board members

Northeast Strategic Advisory Group 2015

Director Goodings

Director Ackerman (Alternate)

North Peace Fall Fair Society

Director Goodings

North Wind Wellness Centre [RD/20/08/36]

(Addiction Recovery Community Housing Building Committee)

Director Hiebert

Peace Williston Advisory Committee [May 30, 2019]

Director Goodings

Recreation Planning – Site C [RD/19/01/36]

Director Fraser

Director Heiberg

Regional Community Liaison Committee – Site C Clean Energy Project

Director Goodings

Director Sperling

Director Hiebert

Director Rose

Tumbler Ridge Museum Foundation and Tumbler Ridge UNESCO Global Geopark

Director Fraser

Director Heiberg – Alternate [RD/20/01/45]

UBCM Flood and Wildfire Advisory Committee [RD/19/06/32]

Director Sperling

Industry Sector Liaison Appointments

Coastal Gas Link Pipeline

Director Rose

Environmental Assessment Project Working Groups

Enbridge Frontier Project [RD/19/10/41 (24)]

Director Rose

Hermann Mine [RD/18/10/35]

Director Rose

Crystal Brown, EA Manager

Kemess Underground Project

Director Goodings

Northern Gateway – Enbridge Pipeline

Director Hiebert

Red Willow Wind Project

Director Hiebert

Silverberry Secure Landfill Project

Director Goodings

Site C Project Working Group [RD/18/03/39]

Director Goodings

Director Fraser

Sukunka Coal Project

Director Rose

Westcoast Connector Gas Transmission (WCGT) [RD/18/10/36]

Director Rose

Director Goodings

Crystal Brown, EA Manager

Wolverine East Bullmoose Mine Review Committee [RD/18/05/33]

Director Rose

Wonowon Landfill Project [RD/20/02/54]

Director Goodings



PEACE RIVER REGIONAL DISTRICT

EMERGENCY EXECUTIVE COMMITTEE

MEETING MINUTES

DATE: Thursday, July 23, 2020

PLACE: Regional District Office, Dawson Creek, BC

PRESENT: **Directors**

Director Goodings, Electoral Area 'B'
Director Hiebert, Electoral Area 'D'
Director Rose, Electoral Area 'E'
Director Bumstead, City of Dawson Creek

Staff

Trish Morgan, General Manager of Community Services
Kyla Traichevich, Community Services Clerk
Teri Vetter, Chief Financial Officer
Tyra Henderson, Corporate Officer

Others

CALL TO ORDER

Director Hiebert called the meeting to order at 3:00 pm.

DIRECTORS NOTICE OF NEW BUSINESS:

Director Bumstead BC Hydro/Site C Concerns from Recent Water Levels

ADOPTION OF AGENDA:

MOVED by Director Goodings SECONDED by Director Rose,
That the Emergency Executive Committee agenda for the July 23, 2020
including Director's new business and additional items for the agenda, be
adopted as amended.

1. **Call to Order**
2. **Director's Notice of New Business**
 - 2.1 BC Hydro/Site C Concerns from Recent Water Levels
3. **Adoption of Agenda**
4. **Gallery Comments or Questions**
5. **Adoption of Minutes**
 - 5.1. Emergency Executive Committee Meeting Minutes of January 7, 2020
6. **Business Arising from the Minutes**
7. **Delegations**
8. **Correspondence**

9. Reports

9.1. 2020 Search and Rescue Grant – Application Review

10. New Business

11. Diary

12. Item(s) for Information

12.1 June 15, 2020 Snow Survey

12.2 Prince George Fire Centre July 7, 2020 Newsletter

12.3 By-Law No. 1598, 2005, and No. 1599, 2005

13. Adjournment

CARRIED.

GALLERY COMMENTS OR QUESTIONS:

ADOPTION OF MINUTES:

5.1. MOVED by Director Bumstead, SECONDED by Director Rose,
January 7, 2020 That the Emergency Executive Committee Meeting Minutes of January 7,
DRAFT EEC Minutes 2020 be adopted.

CARRIED.

BUSINESS ARISING FROM THE MINUTES:

6.1. The General Manager of Community Services reviewed the recommendations
Director Hiebert - from the January 7, 2020 Emergency Executive Committee meeting minutes,
Developments on giving updates to the Committee Members.
the
recommendations
from the January 7,
2020 EEC Meeting

DELEGATIONS:

CORRESPONDENCE:

REPORTS:

9.1. MOVED by Director Rose, SECONDED by Director Bumstead,
July 10, 2020 – 2020 That the Emergency Executive Committee review the 2020 Search and Rescue
Search and Rescue Grant applications to determine which applicants are eligible for funding and
Grants – Application should be recommended to the Regional Board for approval.
Review

CARRIED.

There was discussion among the Committee Members about when these applications were received and about applications being late, or missing the requirements, from previous years (2019).

MOVED by Director Rose, SECONDED by Director Bumstead,
That the Emergency Executive Committee recommend that the Regional Board waive the Search and Rescue Grant Policy to allow the Tumbler Ridge Search and Rescue Society to carry forward \$3,500 from their remaining 2019 Search and Rescue grant allocation, for the purpose of insurance for the new Command Truck, which delivery of has been postponed due to manufacturing delays related to COVID-19.

CARRIED.

There was a discussion among the Committee Members about applicants meeting the criteria, and deadlines for the grants. If applicants are unable to meet the criteria, they need to provide an explanation for the Committee, as it gives over site for the decision.

Moved by Director Rose, seconded by Director Bumstead
That the Emergency Executive Committee recommends that the Regional Board deny the Regional Grant in Aid application from the Chetwynd's Search and Rescue Society, in the amount of \$6,000, due to an incomplete application.

CARRIED.

The Committee first discussed why this application be recommended to the Board that it be denied. The Committee also discussed where the applications on the report came from (SAR Grants, or Grants to Community Organizations), and if they were referred to the committee. The Committee Members then decided to approve each Application individually.

MOVED by Director Rose, SECONDED by Director Bumstead,
That the Emergency Executive Committee recommend that the Regional Board deny the Regional Grant in Aid application from the North Peace Search and Rescue Society, in the amount of \$12,394, to assist with mapping technology improvements.

CARRIED.

MOVED by Director Rose, SECONDED by Director Bumstead
That the Emergency Executive Committee recommends that the Regional Board approve the Regional Grant in Aid application from the South Peace Search and Rescue Society, in the amount of \$20,207.05.

CARRIED.

MOVED by Director Rose, SECONDED by Director Bumstead
That the Emergency Executive Committee recommends that the Regional Board approve the Regional Grant in Aid application from the Tumbler Ridge Search and Rescue Society, in the amount of \$4,540.00.

CARRIED.

MOVED by Director Rose, SECONDED by Director Bumstead
That the Emergency Executive Committee recommends that the Regional Board approve the Regional Grant in Aid application from the North Peace Search and Rescue Society, in the amount of \$21,558.28

CARRIED.

MOVED by Director Rose, SECONDED by Director Bumstead
That the Emergency Executive Committee recommends to the Regional Board that no Search and Rescue Grant Allocation meeting be held this year, and that allocations be disbursed as approved by the Committee.

CARRIED.

NEW BUSINESS:

11.1. The Committee discussed why the rising water levels is a great concern in the Peace Region, and at the dams. The General Manager of Community Services shared that there was a webinar with Old Fort Residents, that BC Hydro Held in July 2020, as well as another call for individuals that may be impacted with water levels, and/or the spillway being opened up. The Committee Members may bring this up at a future Board Meeting, to discuss having BC Hydro do a presentation to the Regional Board.

DIARY:

ITEM(S) FOR INFORMATION:

12.1 The General Manager of Community Services went over what the snow survey is and means for the Peace Region. In summary, it provides an idea of the different points/levels in the year of snow that may come down and melt. When close to the freshet time of year there is a call with Emergency Management BC, which the province goes over what each region is to expect in regards to flooding, and/or fires.

12.2 Prince George Fire
Centre July 7, 2020
Newsletter

12.3 By-Law No. 1598,
2005, and No. 1599,
2005

ADJOURNMENT

The Vice-Chair adjourned the meeting at 4:20 p.m.

MOVED by Director Rose, SECONDED by Director Bumstead
That the July 23, 2020 meeting of the Emergency Executive Committee be adjourned.

CARRIED.



SOLID WASTE COMMITTEE MEETING MINUTES

THURSDAY, SEPTEMBER 3, 2020

LOCATION Peace River Regional District Office, Dawson Creek, BC

ATTENDANCE Committee Directors

Director Rose, Electoral Area 'E' – Committee Chair
Director Sperling, Electoral Area 'C' – ex officio
Director Goodings, Electoral Area 'B'
(via teleconference)
Director Bumstead, City of Dawson Creek
Alternate Director Deck, District of Chetwynd
Director Zabinsky, City of Fort St. John
(via teleconference)

Directors

Director Ackerman, City of Fort St. John
Director Hiebert, Electoral Area 'D'
Director Fraser, District of Taylor
Director Michetti, Village of Pouce Coupe, 10:30 am

Staff

Shawn Dahlen, Chief Administrative Officer
Tyra Henderson, Corporate Officer
Gerritt Lacey, Solid Waste Manager
Loryn Day, Solid Waste Coordinator
Suzanne Garrett, Recorder

1. CALL TO ORDER The Chair called the meeting to order at 10:07 am.

2. DIRECTORS' NOTICE OF NEW BUSINESS
None.

3. ADOPTION OF AGENDA

MOVED Director Bumstead, SECONDED Alternate Director Deck,
That Solid Waste Committee adopt the September 3, 2020 Meeting Agenda:

- 1. Call to Order**
- 2. Notice of New Business**
- 3. Adoption of the Agenda**
- 4. Gallery Comments or Questions**
- 5. Adoption of the Minutes**
 - 5.1 Solid Waste Committee Meeting Minutes of July 2, 2020
- 6. Business Arising from the Minutes**
- 7. Delegation**
- 8. Correspondence**
- 9. Reports**
 - 9.1 Solid Waste Management Plan Survey and Update
 - 9.2 2020 Solid Waste Project Update
 - 9.3 Spring Clean Up 2020 Review
 - 9.4 City of Dawson Creek request – vermicomposting pilot support
 - 9.5 Chronic Wasting Disease Program Support
- 10. New Business**
- 11. Diary**
- 12. Items for Information**
 - 12.1 Solid Waste Committee Terms of Reference
- 13. Adjournment**



4. GALLERY COMMENTS OR QUESTIONS

None.

5. ADOPTION OF MINUTES

5.1
July 2, 2020 SWC Meeting Minutes
MOVED Director Bumstead, SECONDED Director Zabinsky,
That the Solid Waste Committee adopt the July 2, 2020 Meeting Minutes.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES

None.

7. DELEGATIONS

None.

8. CORRESPONDENCE

None.

9. REPORTS

9.1
SW Management Plan
Survey and Update – ENV-
SWC-010

The Committee discussed the Solid Waste Management Plan Survey and Update, discussion points included:

- curbside recycling for rural residents is outside of the Plan
- may not happen for rural residents but gives the Regional District flexibility, it could take place in the future
- strategies allow opportunity for discussion, describes goals, if goal is not cost effective it does not occur
- the Plan identifies tools that could be utilized to achieve waste management goals
- draft plan lacks specifics, which the Ministry of Environment looks for, has the Ministry changed its parameters?
- curbside recycling for rural area will require creation of a service area and referendum (Other Vote)
- strategies give us the opportunity to explore, do not want to have to amend the Plan constantly once its approved. New strategies will need to be evaluated and proven to ensure it is economically viable and/or that there is a market
- Need to factor in “pandemic” and its effect on access to markets, what will it mean over the next 2 – 4 year period

MOVED Director Zabinsky, SECONDED Alternate Director Deck,
That the Solid Waste Committee recommend that the Regional Board approve the updated Regional Solid Waste Management Plan timeline, and authorize two Special Committee of the Whole meetings, on October 1 and October 16, 2020, to review the updated strategies for the Plan; further, that a Solid Waste Management Plan, prepared by another regional district using broad, non-specific strategies be provided for information.

CARRIED

Opposed: Director Goodings

Staff were requested to revise a sentence in the report under “Communication Consideration” from:

“Final review of the preferred options of the RSWMP will be reviewed by PTAC for any final input prior to public consultation. From there, the draft public consultation plan will be reviewed for approval. Once approved, consultation is expected to take place over the winter months into 2021.”; to



9.1
SW Management Plan
Survey and Update ENV-
SWC-010 (continued)

“A final review of the revised preferred options of the RSWMP will be held with PTAC for any final input prior to the Regional Boards final approval. From there, the draft public consultation plan will be reviewed by the Regional Board for approval. Once approved, consultation is expected to take place over the winter months into 2021.”

9.2
2020 Solid Waste Project
Update – ENV-SWC-011

MOVED Director Bumstead, SECONDED Director Goodings,
That the Solid Waste Committee receive the report titled “2020 Solid Waste Project Update ENV-SWC-011” for discussion.

CARRIED

Staff noted, under Financial Considerations in the report, that the bulky waste pit project was presented as \$45,985.53 above the awarded contract cost; however, there was a miscommunication with the consultants on which contingency was being used. Under the original awarded cost, a \$40,000 contingency was present; therefore, the project was only \$5,985.53 over the awarded price.

9.3
Spring Clean Up 2020
Review ENV-SWC-012

MOVED Director Bumstead, SECONDED Director Zabinsky,
That the Solid Waste Committee receive the report entitled “Spring Clean Up 2020 Review – ENV-SWC-012” for discussion.

CARRIED

MOVED Director Zabinsky, SECONDED Director Bumstead,
That the Solid Waste Committee refer the report titled “Spring Clean Up 2020 Review ENV-SWC-012” to a future Regional Board agenda under Consent Calendar; further, that the report be updated to include the 2020 baseline tonnage for a two-week period before and after the 2020 Spring Cleanup Campaign.

CARRIED

9.4
City of Dawson Creek –
Vermicomposting Pilot
Support - ENV-SWC-013

MOVED Director Bumstead, SECONDED Alternate Director Deck,
That the Solid Waste Committee receive the report entitled “City of Dawson Creek Request – Vermicomposting Pilot Support ENV-SWC-013” for discussion.

CARRIED

MOVED Director Bumstead, SECONDED Alternate Director Deck,
That the Solid Waste Committee recommend that the Regional Board approve the preparation of an information report for the next Solid Waste Committee meeting, outlining potential cost implications to the 2021 budget for implementation of a vermicomposting pilot project, in partnership with the City of Dawson Creek’s composting program, including infrastructure development of a pad area with leachate containment at the Bessborough Landfill.

CARRIED

9.5
Chronic Wasting Disease
Program Support – ENV-
SWC- 014

MOVED by Director Bumstead, SECONDED by Director Zabinsky,
That the Solid Waste Committee recommend that the Regional Board provide support for the Provincial Chronic Wasting Disease (CWD) program in Northeast BC by allowing access to wildlife carcasses brought into the Bessborough, Chetwynd and North Peace Regional Landfills from August 1, 2020 to April 30, 2021.

CARRIED



9.5
Chronic Wasting Disease
Program Support – ENV-
SWC- 014 (continued)

MOVED by Director Bumstead, SECONDED by Alternate Director Deck,
That the Solid Waste Committee recommend that the Regional Board waive tipping fees
for the disposal of sample materials associated with the Provincial Chronic Wasting Disease
program between August 1, 2020 and April 30, 2021.

CARRIED

MOVED by Director Bumstead, SECONDED by Alternate Director Deck,
That the Solid Waste Committee recommend that the Regional Board approve the
development of a marketing campaign to increase awareness and importance of Chronic
Wasting Disease (CWD); further that collaboration with First Nations, area Road
Contractors, Guides and Outfitters, and other related agencies be undertaken to increase
understanding of the significance of CWD in the region.

CARRIED

10. NEW BUSINESS

None.

11. ITEMS FOR INFORMATION

The Solid Waste Committee Terms of Reference were included for the Committee's
information.

12. ADJOURNMENT

The Chair adjourned the meeting at 11:30 am.

Director Rose, Meeting Chair

S. Garrett, Recorder



PEACE RIVER REGIONAL DISTRICT

SPECIAL RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING **MINUTES**

DATE: July 9, 2020

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: **Directors**

Director Sperling, Meeting Chair
Director Goodings
Director Hiebert
Director Rose

Staff

Shawn Dahlen, Chief Administrative Officer
Teri Vetter, Chief Financial Officer
Crystal Brown, Electoral Area Manager
Tyra Henderson, Corporate Officer
Kori Elden, Executive Assistant/HR Generalist
Hunter Rainwater, Administrative Clerk

1. **CALL TO ORDER** The Chair called the meeting to order at 9:26 pm.

2. **ADOPTION OF AGENDA:**

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee agenda for the July 9, 2020
meeting be adopted:

1. **Call to Order**
 - 1.1 Meeting Chair - Director Sperling
2. **Adoption of Agenda**
3. **Reports**
 - 3.1 Halfway Graham Community Club Grant Application
4. **Discussion Items**
 - 4.1 Fort St. John Festival Plaza
5. **Adjournment**

CARRIED

3. **REPORTS:**

3.1
Halfway Graham
Community Club Grant
Application

MOVED by Director Goodings, SECONDED by Director Hiebert
That the Rural Budgets Administration Committee authorize staff to work with
School District 60 and the Halfway Graham Community Club to determine
community interest for potential upgrades to the proposed gymnasium.

CARRIED

MOVED by Director Sperling, SECONDED by Director Rose
The Rural Budgets Administration Committee be provided with a report identifying potential changes to the Rural Budgets Administration Committee Funding Policies; to be brought forward to the September Rural Budgets Administration Committee Meeting.

CARRIED

4. DISCUSSION ITEMS:

4.1 Fort St. John
Festival Plaza

MOVED by Director Sperling, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee be provided with a grant application for \$140,000, payable from Electoral Area C Peace River Agreements Spending Item #4 - Assistance to Other Organizations, to assist with capital costs for the Fort St. John Festival Plaza Project

CARRIED

5. ADJOURNMENT

The Chair adjourned the meeting at 9:50 p.m.

Director Sperling, Meeting Chair

Hunter Rainwater, Recording Secretary



PEACE RIVER REGIONAL DISTRICT

SPECIAL RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING **MINUTES**

DATE: July 2, 2020

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: **Directors**

Director Rose, Meeting Chair
Director Sperling
Director Goodings
Director Hiebert

Staff

Teri Vetter, Chief Financial Officer
Crystal Brown, Electoral Area Manager
Kori Elden, Executive Assistant/HR Generalist
Hunter Rainwater, Administrative Clerk

1. **CALL TO ORDER** The Chair called the meeting to order at 9:35 am.

2. **ADOPTION OF AGENDA:**

MOVED by Director Hiebert, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee agenda for the July 2, 2020
meeting be adopted:

1. **Call to Order**

1.1 Meeting Chair - Director Rose

2. **Adoption of Agenda**

3. **Correspondence**

3.1 School District No.60 request regarding Upper Halfway and Wonowon
Schools

4. **Adjournment**

CARRIED

3. **CORRESPONDENCE:**

3.1

June 29/20, School
District No.60 – Upper
Halfway and
Wonowon Schools

MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee receive the June 29, 2020 letter
from School District No.60, re: Upper Halfway and Wonowon Schools, for discussion.

CARRIED

MOVED by Director Goodings, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee authorize Director Goodings to
contact Halfway Graham Community Club and Wonowon Horse Club Gymkhana to
submit a grant application for feasibility funds to partner with School District No. 60
to build a gymnasium and a hall.

CARRIED

4. ADJOURNMENT

The Chair adjourned the meeting at 9:47 a.m.

Director Rose, Meeting Chair

Kori Elden, Recording Secretary



PEACE RIVER REGIONAL DISTRICT
RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING
MINUTES

DATE: June 18, 2020

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: **Directors**

Director Hiebert, Meeting Chair
Director Rose
Director Sperling
Director Goodings

Staff

Shawn Dahlen, Chief Administrative Officer
Teri Vetter, Chief Financial Officer
Tyra Henderson, Corporate Officer
Crystal Brown, Electoral Area Manager
Kori Elden, Executive Assistant/HR Generalist

Others

1. CALL TO ORDER The Chair called the meeting to order at 3:57 pm.

2. DIRECTORS' NOTICE OF NEW BUSINESS:

Director Rose Bulterys Community House

3. ADOPTION OF AGENDA:

MOVED by Director Sperling, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee agenda for the June 18, 2020
meeting be adopted as amended to include Directors' new business:

1. CALL TO ORDER:

1.1 Meeting Chair - Director Hiebert

2. DIRECTORS' NOTICE OF NEW BUSINESS:

3. ADOPTION OF AGENDA:

4. GALLERY COMMENTS OR QUESTIONS:

5. ADOPTION OF MINUTES:

5.1 Rural Budgets Administration Committee Draft Meeting Minutes of May 21, 2020

6. BUSINESS ARISING FROM THE MINUTES:

7. DELEGATIONS:

8. CORRESPONDENCE:

8.1 Stacy Scriven - Natural Gas Extension Grant Application

9. REPORTS:

9.1 Grant Request – Rolla Community Cemetery Committee, FN-RBAC-005

9.2 Grant Request – Clearview Arena Society – Ventilation Project, FN-RBAC-012

9.3 Grant Request – Sunrise Valley Mountain Cemetery Association, FN-RBAC-013

9.4 Grant Request – South Peace Arts Society – Heart Work Project, FN-RBAC-011

9.5 Grant Request – District of Chetwynd, Wild-land Fire Protection Unit, FN-RBAC010

9.6 May 2020 Financial Report, FN-RBAC-009

10. DISCUSSION ITEMS:

11. NEW BUSINESS:

11.1 Bulterys Community House

12. DIARY:

12.1 Diary Items

13. ITEM(S) FOR INFORMATION:

14. ADJOURNMENT:

CARRIED

4. GALLERY COMMENTS OR QUESTIONS:

5. ADOPTION OF MINUTES:

5.1
May 21, 2020 RBAC Minutes
MOVED by Director Sperling, SECONDED by Director Rose,
That the Rural Budgets Administration Committee Meeting Minutes of May 21, 2020
be adopted.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES: None.

7. DELEGATIONS: None.

8. CORRESPONDENCE:

8.1
May 20/20 – Stacy
Scriven – Natural Gas
Extension Grant
Application
MOVED by Director Hiebert, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee authorize a Natural Gas Extension
Grant to Stacy Scriven in the amount of \$5,000, payable from Electoral Area D Fair
Share.

CARRIED

9. REPORTS:

9.1
May 11/20 – Grant
Request – Rolla
Community Cemetery
Committee
MOVED by Director Hiebert, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee authorize a one year grant in the
amount of \$1,000, payable from Cemetery Grants-in-Aid, Area D, to be issued to the
Rolla Community Cemetery Committee to assist with the operational costs for lawn
maintenance.

CARRIED

9.2
June 5/20 – Grant
Request – Clearview
Arena Society –
Ventilation Project
MOVED by Director Goodings, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee authorize a grant in the amount of
\$160,000, payable from Community Works Gas Tax, to be issued to Clearview Arena
Society to assist with the cost of installing a new ventilation system at the Clearview
Arena.

CARRIED

9.3
June 8/20 – Grant
Request – Sunrise
MOVED by Director Hiebert, SECONDED by Director Rose,
That the Rural Budgets Administration Committee authorize a grant in the amount of
\$8,000, payable from Electoral Area D Fair Share, to be issued to the Sunrise Valley

Valley Mountain Cemetery Association Mountain Cemetery Association to assist with the shelter belt and fencing project.
CARRIED

9.4
June 5/20 – Grant Request – South Peace Arts Society – Heart Work Project
MOVED by Director , SECONDED by Director ,
That the Rural Budgets Administration Committee authorize a \$7,000 grant, payable from Peace River Agreements, Spending Item #4 – Assistance to Other Organizations, to be issued to the South Peace Arts Society to support the Heart Work project.
DEFEATED

9.5
June 8/20 – Grant Request – District of Chetwynd, Wild-land Fire Protection Unit
MOVED by Director Rose, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee authorize a grant in the amount of \$25,000, payable from Electoral Area E Peace River Agreements, Spending Item #4 – Assistance to Other Organizations, to be issued to the District of Chetwynd to assist with the purchase of a Wild-land Fire Protection Unit.
CARRIED

9.6
June 5/20 – May 2020 Financial Report
MOVED by Director Rose, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee receive the May 2020 Financial Report for discussion.
CARRIED

MOVED by Director Goodings, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee send a letter to Whiskey Jack Nordic Ski Club to ask for information regarding the Beaton Park Day Lodge project.
CARRIED

The Committee gave direction to staff to schedule a house keeping day to determine which commitments can be removed from the Financial reports, and what the different accounts can be used for.

10. DISCUSSION ITEMS:

None.

11. NEW BUSINESS:

11.1
Director Rose –
Bulterys Community House
Director Rose discussed the funding needed for the Bulterys Community House.
Chair Sperling indicated that at the next Rural Budgets Administration Committee meeting he would like to discuss options for funding the Bulterys Community House.

12. COMMUNICATIONS

None.

13. DIARY:

13.1
No changes were made to the Diary.

14. ADJOURNMENT

The Chair adjourned the meeting at 4:24 p.m.

**Chetwynd Communications Society
Minutes of Meeting
July 14, 2020**

Time: 9:00 AM

Place: Peace FM Studio

Present: Charlie Lasser, Larry Houley, Lori Mickelson, Dan Rose, Don Pinkston, Jackie Fowler

Review minutes of June 23, 2020, Don moved to receive, Larry second, carried.

Old Business:

Bingo bursaries have been awarded. Pictures of winners need to be taken, Don will ask Marlon to do this and promote it.

Tower inspections should be done every 3 years, Dan will give Don the information he needs for the inspection.

New Business:

Canadian Broadcasters Rights Agency royalties for 2015 and 2019 of \$55857.67 has been received.

We need to increase the prize payouts in Bingo and prizes must be cash.

Discussed valuing the prizes using a two-week lag system.

We will pay a \$25,000 prize for the next three Bingo games.

Bingo license expires at the end of July, Dan moved we try for an extension to the end of the year, Don second, carried.

Don recommends we give the staff a summer break in the Bingo scheduled for retraining and develop plans.

Bingo is working better with Marlon's efforts; he is taking it seriously and working well.

We have six new card sellers in Dawson Creek.

Discussed promoting Community TV events during Bingo card verifying times to give the community a reason to watch Community TV.

We have had four changes to the original Bylaw with PRRD and radio is now included.

The 4 Peaks building has a water leak, Ray is pumping water, a plumber may be needed.

Larry moved to have tower inspection, Lori second, carried.

Discussed bingo licences.

Advertising for new Board members was suggested.

Adjourned: 10:49 AM

Charlie Lasser
Chair

Jackie Fowler
Secretary/Treasurer



REPORT

To: Chair and Directors

Report Number: ADM-BRD-074

From: Kelsey Bates, Deputy Corporate Officer

Date: August 31, 2020

Subject: Item Previously Released from a Closed Meeting

For information only.

The following resolution has been authorized for release to the public from a prior closed meeting.

August 13, 2020

MOVED, SECONDED, and CARRIED

That the Regional Board, in response the July 14, 2020 request from the Ministry of Energy, Mines and Petroleum Resources (MoEMPR) to provide comment, advise MoEMPR that the Peace River Regional District (PRRD) Board opposes the approval of Deasan Holdings Ltd.'s application to recommence mining activities at the Deasan Holdings mine site located at 9904-240 Road, Area C, Peace River Regional District, due to insufficient information being made available;

Specifically, the PRRD has not been provided a copy of any reports done by the Ministry of Energy, Mines, and Petroleum Resources regarding the cause of the 2018 landslide in the area, nor has it received a final report from geotechnical engineers working on behalf of the PRRD to complete a steep slope hazard assessment and Buffioux Creek hazard assessment;

Further, the PRRD asks that the Ministry of Energy, Mines and Petroleum Resources ensure that all due diligence has been undertaken to ensure the safety of the public prior to considering approval of the application to recommence mining at this location.

BACKGROUND/RATIONALE:

The above resolution was authorized for release, and is provided in this report as the official disclosure of the item to the regular Board agenda, as per the 'Closed Meetings and Proactive Disclosure Policy'.

ALTERNATIVE OPTIONS:

Not applicable.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

Not applicable.

COMMUNICATIONS CONSIDERATION(S):

Not applicable.

OTHER CONSIDERATION(S):

Not applicable.



BRITISH
COLUMBIA

August 18, 2020

Concerned Citizens of Old Fort
PO Box 810, 1981 Alaska Avenue
Dawson Creek BC V1G 4H8

Dear Residents of Old Fort:

Thank you for the list of questions and concerns, captured after the meeting between residents and various government representatives on June 29, 2020, regarding the Old Fort landslide. As Minister of Public Safety and Solicitor General, and the Minister responsible for Emergency Management BC (EMBC), I have coordinated this cross-ministry response.

Let me start by acknowledging the extremely difficult situation facing the residents of Old Fort. I commend you for your patience and resilience as you await clarity on the landslide and the single road connection into your community.

It is known that the unconsolidated materials overlying the shale bedrock of the Peace River region are prone to movement and landslides. Typically, the surrounding landmass lends itself to slow-moving slippages and not dramatic, sudden releases of material that present direct risk to community safety. Some properties in the Old Fort community received subdivision approval in the early 1980s subject to covenants restricting activities that redirected water, added load to slopes above other properties, and in some cases, further development without geotechnical assessment. At the time, the Ministry of Transportation and Infrastructure (MoTI) experts assessed the landslide risk as manageable and believed that safe and reliable access to Old Fort could be maintained.

Unfortunately, a landslide initiated on September 30, 2018 impacted the Old Fort Road. Once the slide movement slowed to a safe rate, MoTI was able to rebuild the road to provide access to the community.

The 2020 freshet, followed by a significant rain event on June 14, led to reactivation of the slide which ultimately moved 100 metres of the Old Fort Road 300 metres downslope. Again, once the slide movement rate slowed to a safe rate, MoTI rebuilt the road and restored access for residents of Old Fort.

.../2

In addition to rebuilding the road, an examination of options has commenced, which I know is something residents have been looking for. MoTI has identified a project manager to analyze options for an alternate route into Old Fort.

A multi-ministry committee has been established that will review the following:

- Outcome of the Options Analysis for an alternate route or additional emergency route into Old Fort as identified by the MoTI project;
- Slope stabilization options (if viable);
- A cost-benefit analysis of establishing a new permanent route versus other options; and
- Other solutions or considerations that may be identified.

The region's landscape, the general topography and overall landslide risk presents significant challenges. Slope stabilization will be expensive, require on-going maintenance, and would likely compromise infrastructure and property at the top of the slope. The process to fully consider all factors and determine a way ahead, including consultation with residents, will take some time.

In the interim, MoTI will continue to maintain the current road configuration with the support of real-time GPS sensor monitoring. EMBC has provided additional funding to the Peace River Regional District (PRRD) to conduct a wider geotechnical study that will complement the work of MoTI to ensure that residents remain safe in their homes and reveal any changes from previous studies.

As the slide remains active, it is important that residents PRRD develop contingency plans to be able to evacuate or remain in place for up to two weeks. Since domestic services such as potable water, garbage, and sewage are not provided by local government, residents are encouraged to collaborate on reasonable measures to maintain these services should the road be closed. While provincial responsibilities are limited to emergency services essential for the sustainment of life, we can all work together to identify reasonable measures to be implemented should the road be compromised in the future.

Old Fort residents have raised a number of questions and concerns to the attention of the Province. I will do my best to answer:

- Questions have been raised regarding compensation. We fully appreciate that the situation in Old Fort has likely impacted property values, at least in the short term. There are no provincial programs that compensate for property devaluation. There are many places in the province where property values have been affected by acts of nature, and the Province is not prepared to enter into compensation where the cause has not been determined.

.../3

- There are a number of concerns regarding how the incident has been managed. While we appreciate that the emergency situation in Old Fort directly relates to the closure of the provincial road, the *Emergency Program Act* Section 6 states: “a local authority is at all times responsible for the direction and control of the local authority’s emergency response.” MoTI has accepted full responsibility for the roadway, but it remains the responsibility of the PRRD to develop emergency plans and to communicate directly with residents. This has proven to be an effective model province-wide. EMBC provides support to local government in managing emergencies by coordinating provincial actions and providing reimbursement for eligible response costs.
- In support of the PRRD, EMBC is; funding additional staff hires to augment incident management, funding for geotechnical studies, providing Emergency Support Services for evacuated residents, and funding water taxi and emergency services for residents that elect to remain in their homes. This level of support exceeds that provided in similar situations elsewhere in the province. EMBC has done their utmost to modify policy to meet the desires of residents to remain in their homes rather than evacuate. Specific questions regarding local government actions should be directed to the PRRD.
- A number of residents have expressed concerns over the change of drainage that affects their properties. Changes in drainage can be expected following a landslide, and it may take considerable time for the final pattern to emerge. MoTI’s responsibility is to facilitate the flow of water to follow the natural drainage patterns and contours of the slope. MoTI will continue to assess the drainage and work to limit impacts to downstream properties, but ultimately, all property owners have the responsibility to facilitate the flow of water across their properties as well.
- MoTI and their maintenance contractor were able to keep the road open for a full day after the slide began moving to allow for water top up, sewer pumping, etc. The alternate roadway was established with urgency as soon as the slide slowed to a rate that it was safe to move construction crews onto the slide. The route selection and construction was done under the guidance of professional engineers, and a temporary road was open to single lane alternating traffic within two days of construction beginning.
- Since the alternate roadway was established in 2018, movement of the slope has been continually monitored by MoTI and PRRD’s geotechnical professionals through a series of 10 real-time GPS sensors, frequent visual inspections, and periodic assessment by Light Detection and Ranging LiDAR technology. There were no observable indicators of slippage in advance of June 18, 2020. The predominant factor leading to slope failure in this region relates to excessive groundwater which compromises the cohesiveness of the subsurface layers. These conditions are not readily evident from surface monitoring, and it is difficult to monitor groundwater conditions over a wide area.

.../4

- MoTI confirms that the sensors did register slope movement on the night of June 18, 2020, which coincided with the visual report of cracks forming on the roadway. The monitoring system remains the best method to monitor road safety.
- In light of the recent slide reactivation, MoTI has dedicated a project team to review and analyze access options for Old Fort. The team will work through the summer to analyze options, do cost benefit analyses, and make recommendations to decision makers.
- Geotechnical studies and recent slide activity have confirmed the assessment that the nature of slides in this area is likely to be slow-moving and doesn't present a direct risk to occupied properties from a sudden, catastrophic slippage. There is no indication from previous studies or recent analysis that has identified a risk to homes. Nevertheless, additional funding has been provided to assess other slopes to ensure that residents remain safe from direct landslide impact.
- On the issue of the investigation regarding any role that the Deasan Holdings operations may have played in the landslide of September 30, 2018, the Ministry of Energy Mines and Petroleum Resources (EMPR) have noted that the Chief Inspector is taking the time necessary to adequately consider all relevant information. The report will be made publicly available on completion and following the required privacy assessment pursuant to *Freedom of Information and Protection of Privacy Act*. The report is in its final stages but is not yet complete.
- EMPR releases information related to any immediate risks without waiting for an investigation to reach completion. In the case of the Deasan investigation, no such information has been found.
- Deasan Mine remains under a Stop Work Order and there is no potential for mining activity to impact slope stability and no risk to worker health and safety while that Order remains in place. The mining company will not be allowed to resume operation until they have demonstrated that it is safe to do so.
- BC Hydro has indicated that they will provide a response to the questions regarding site C by separate correspondence.

Lastly, questions regarding the possible impact of the City of Fort St. John's sewage lagoons on slope stability, tax deferrals, emergency services, transportation arrangements, and the status of contracted engineering reports are best responded to by the PRRD for comment.

.../5

I appreciate being made aware of your concerns and your ongoing management of this situation.

Sincerely,



Mike Farnworth
Minister of Public Safety
and Solicitor General

pc: The Honourable John Horgan
The Honourable Claire Trevena
The Honourable Doug Donaldson
The Honourable George Heyman
The Honourable Bruce Ralston
Fazil Mihar, Deputy Minister, Ministry of Energy, Mines, and Petroleum Resources
Bob Zimmer, MP, Prince George—Peace River—Northern Rockies
Andrew Wilkinson, QC, MLA, Vancouver-Quilchena
Dan Davies, MLA, Peace River North
Her Worship Lori Ackerman, Mayor, City of Fort St. John
Brad Sperling, Chair, Peace River Regional District
Shawn Dahlen, CAO, Peace River Regional District
Dave Conway, Community Relations Manager, BC Hydro



August 19, 2020

Ref.: 111577

xRef: 110895

Mr. Bob Zimmer
Member of Parliament
Prince George-Peace River-Northern Rockies

Email: Bob.Zimmer.c1a@parl.gc.ca

cc: prrd.dc@prrd.bc.ca

Dear MP Zimmer:

Thank you for your June 26, 2020 follow up letter regarding the timeline of the Chief Inspector of Mines' investigation into potential interactions between the Deasan Mine and the Old Fort landslide.

The Ministry investigates dangerous occurrences at mines to understand lessons learned and any ongoing or future actions required to protect worker health and safety and the environment. The Ministry releases information related to any immediate risks without waiting for an investigation to reach completion. In the case of the Deasan investigation, no such information has been found.

Further to my May 13, 2020 letter on this issue, the Chief Inspector is taking the time necessary to adequately consider all relevant information. The report and associated appendices will be shared with the Peace River Regional District (PRRD). The report will also be made publicly available on completion and following the required privacy assessment pursuant to FOIPPA. I have been advised that the report is in final stages but not yet complete.

Deasan Mine remains under a Stop Work Order, and there is no potential for mining activity to impact slope stability and no risk to worker health and safety while that Order remains in place. The mining company will not be allowed to resume operation until they have demonstrated that it is safe to do so.

.../2

The recent (2020) ground movement is being monitored by organizations that were involved in the response to the 2018 slide. Specifically, the Ministry of Transportation and Infrastructure (MoTI) is monitoring ground movement related to the public right of way through the slide and they are sharing information, resources and data with the other parties including: the PRRD, Emergency Management BC, the Ministry of Forests, Lands, Natural Resource Operations and Rural Development, and my Ministry.

In addition to ongoing monitoring, MoTI has now opened a temporary access road to maintain access to Old Fort, and Emergency Management BC has provided funding to the PRRD to conduct a wider geotechnical study that will complement the work of MoTI to ensure that residents remain safe in their homes and reveal any changes from previous studies. Emergency Management BC is developing a letter in response to questions and concerns presented by the Concerned Citizens of Old Fort. This correspondence will reflect input from provincial agencies, including my Ministry, and I understand that you will receive a copy. Provincial agencies continue to work collaboratively with the PRRD.

Thank you, again, for writing.

Sincerely,

A handwritten signature in black ink, appearing to read "Bruce Ralston", with a stylized flourish at the end.

Bruce Ralston
Minister



May 13, 2020

Ref.: 110895

xRef: 108426

Mr. Bob Zimmer
Member of Parliament
Prince George-Peace River-Northern Rockies

Email: Bob.Zimmer@parl.gc.ca

cc: prrd.dc@prrd.bc.ca

Dear MP Zimmer:

Thank you for your April 24, 2020 follow up letter regarding the timeframe for the reopening of Deasan Holdings Ltd.'s gravel mine in the Peace region.

I can assure you that the Ministry of Energy, Mines and Petroleum Resources inspectors and senior geotechnical specialists are working diligently to review and process the Deasan application to resume mining. This process includes an in-depth review of the geotechnical assessment information provided by Deasan in support of the application.

The Ministry understands the importance of resuming mining for Deasan, and we will continue to work with them toward that objective. The landslide that occurred above the community of Old Fort is an extraordinary occurrence. All necessary precautions must be taken to address any risks involved in the resumption of mining.

I will keep you up to date as work on this issue progresses.

Thank you, again, for writing.

Sincerely,

Bruce Ralston
Minister



Reference: 359693

August 12, 2020

Brad Sperling, Chair
and Directors
Peace River Regional District
PO Box 810
1981 Alaska Avenue
Dawson Creek BC V1G 4H8

Sent via email: prrd.dc@prrd.bc.ca

Dear Chair Sperling and Directors:

Thank you for your letter of July 22, 2020, requesting provincial support for a hybrid recycling collection system for low population density regional districts. I appreciate the Peace River Regional District's (PRRD) commitment to recycling and I am aware of the challenges related to recycling in areas with lower population densities.

Recycling programs are operated by extended producer responsibility (EPR) agencies on behalf of their member businesses (producers), that are obligated under the Recycling Regulation. The producers are responsible for collecting and recycling the products they supply to the B.C. market and the associated costs. The ministry is responsible for approving program plans and performance measures such as ensuring that adequate service levels are being provided.

As EPR plans are renewed, the ministry is requiring programs to demonstrate continuous improvement, including expanding services to more communities. As you know, Recycle BC's renewed plan for packaging and paper products (PPP) was recently approved, and as part of its continuous improvement measures, Recycle BC (RBC) is conducting a depot accessibility study as well as studies to assess curbside collection criteria. Following consultation, such criteria will then be submitted to the ministry for approval. The current plan also provides greater flexibility in how services can be provided to smaller, rural and remote communities, such as options for satellite depots. As RBC continues to increase its various recovery rate targets, it will need to further expand its program.

...2

Regarding your request for me to support the PRRD to become the conduit for RBC to expand its service in the area, I encourage you to raise this matter once again directly with RBC as to which communities in the PRRD qualify under the current curbside eligibility criteria, as well as any additional opportunities to expand accessibility of RBC services in the PRRD through new criteria being developed. The criteria being developed will bring greater certainty for those wanting to access these services, while uniform collection standards will ensure what is collected can be properly marketed for recycling.

You may also be interested to know that the [CleanBC Plastics Action Plan](#), released in 2019, sought feedback on new policy opportunities and proposed amendments to the Recycling Regulation, including the expansion of EPR programs. Responses were welcomed from all sectors of B.C. including the public, local governments, Indigenous groups and a range of stakeholders. The ministry will be releasing a “What We Heard” report and this feedback will help inform the appropriate policy or regulatory response(s).

We appreciate the concerns you have raised regarding PPP material from the Industrial, Commercial and Institutional (ICI) sector and recognize that the proper management of ICI PPP is a challenge for local governments.

Work to explore new regulatory or policy approaches, including the PPP from the ICI sector, would be accompanied by further consultation with stakeholders, local governments, Indigenous groups and the public in advance of specific regulatory changes. We are committed to continuing and building on our continent-leading EPR program in a timely and effective way that responds to the clear message we have heard from local governments around B.C. about the importance of including the ICI sector.

I hope this provides you with some assurance that the EPR program for packaging in B.C. is continually evolving and improving, and that consideration is being given to expanding the Recycling Regulation to cover more materials.

Thank you again for taking the time to write.

Sincerely,



George Heyman
Minister



PEACE RIVER REGIONAL DISTRICT

July 22, 2020

The Honourable George Heyman
Minister of Environment and Climate Change Strategy
PO Box 9047 Stn Prov Govt
Room 112, Parliament Buildings,
Victoria, BC V8W 9E2
Via email: ENV.Minister@gov.bc.ca

Dear Minister Heyman:

Re: Hybrid Recycling Collection System for Low Population Density Regional Districts

As you are aware, collection of packaging and printed paper (PPP) from residential sources is handled by the stewardship organization, Recycle BC (RBC). While the RBC program services other regions of the province, only 2% of the recyclables in the Peace River Regional District (PRRD) are collected through RBC. This is due to the fact that:

- RBC has an agreement with the PRRD to receive PPP from 10 rural transfer stations.
- None of the member municipalities are signed on with RBC.
- Only two member municipalities (Dawson Creek and Fort St. John) meet the population criteria to participate in the RBC program for curbside collection but are not signed on.
- No RBC depots exist in any of the PRRD's member municipalities.

In 2019, the PRRD processed 4,530 tonnes of recyclables in the region via 3rd party contract for baling and shipping at a cost of \$2 million. Given the rising costs and the fact that 50% of this material is residential PPP, a business case (attached) was constructed which would allow region residents the opportunity to participate in the RBC program. In short, the PRRD would be the representative for all 63,000 residents of our incorporated and unincorporated communities as a direct point of contact with RBC. This business case was presented to RBC but was ultimately rejected as it did not fit with their current model of working directly with incorporated municipalities that meet section 4.3.5 of their program standards curbside collection. This unfortunately means that very few area residents will ever have access to the RBC stewardship program.

To that end, the Regional Board respectfully requests provincial support for a hybrid recycling collection system for low population density regional districts to work within current stewardship programs, based on the business case provided.

Yours truly,

Brad Sperling
Chair

Attach: RBC and Comingled Curbside Business Case

diverse. vast. abundant.

PLEASE REPLY TO:

☒ Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8 Tel: (250) 784-3200 or (800) 670-7773 Fax: (250) 784-3201 Email: prrd.dc@prrd.bc.ca
☐ 9505 100 St, Fort St. John, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-1542 Email: prrd.fsj@prrd.bc.ca



PEACE RIVER REGIONAL DISTRICT

The Peace River Regional District (PRRD) has approximately 63,000 residents living in 120,000km². Recycling in the Region is handled two ways, either through a private contract, or through Recycle BC Depots. The PRRD has been a contractor on behalf of Recycle BC (RBC) since November 30, 2013. Currently there are 10 designated RBC Depots and 3 satellite sites that operate at Rural Transfer Station sites within the Region.

In 2019, a total of 4,657 tonnes of recyclables was diverted from landfills in the PRRD. Of that, only 130 tonnes or 2.8% was contributed from RBC depots in the region. The remaining 4,527 tonnes was processed by the PRRD's private recycling contractor and is split 50/50 from residential and commercial sources. Currently there are no RBC Depots in 6 of the 7 municipalities in the PRRD. The majority of the residential recycling stream within these municipalities are being handled by the private contractor outside of the RBC program. It is recognised that a successful model for Rural Regional Districts with low population densities, especially in northern BC, has been a challenge for RBC.

In an effort to address this challenge, and provide increased access to RBC in our region, the PRRD has a proposal to address service access challenges for our 65,000 residents. The idea is to establish the PRRD as a single source point of contact for RBC in the region. In this scenario, the PRRD would coordinate directly with RBC for the consolidation of residential recyclables from depots and curbside collection programs within the entire Region. The material processed by the private recycler on behalf of the PRRD is collected through:

1. Depot Collection (Residential/Commercial)
2. Commingled Curbside (Residential)

Recognising that the private contractor does collect materials from both residential and ICI sources, we believe that we should first target commingled curbside recyclables as they are strictly residential in nature and are easily isolated from ICI materials collected in the depots. Further, the recyclables collected in the commingled curbside programs are PPP materials and should be included in the RBC program. Below is an overview of curbside statistics and a framework of how the interaction between RBC, the PRRD, and remaining entities would work.

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☒ Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8 Tel: (250) 784-3200 or (800) 670-7773 Fax: (250) 784-3201 Email: prrd.dc@prrd.bc.ca
☐ 9505 100 St, Fort St. John, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-1542 Email: prrd.fsj@prrd.bc.ca

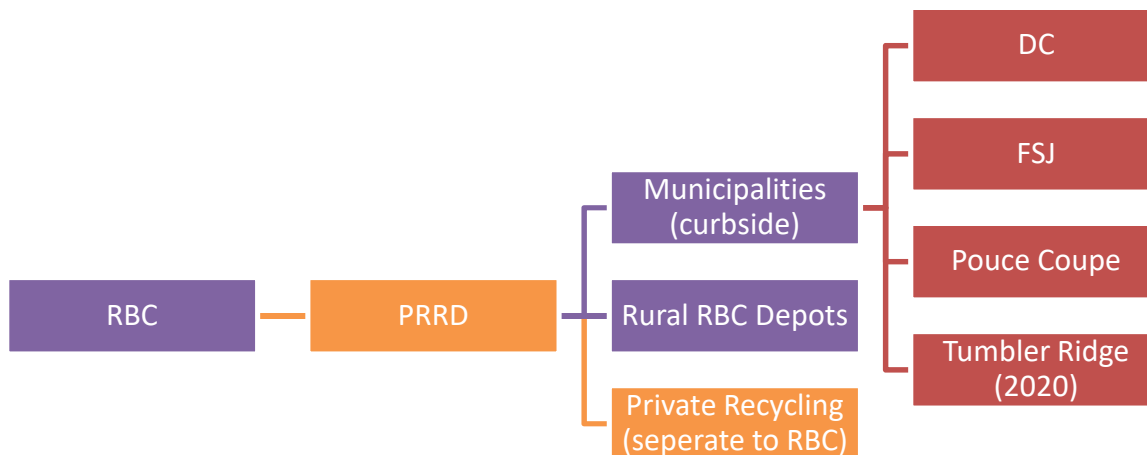
Commingled Curbside Collection in the PRRD

Currently there are 3 municipalities that offer curbside collection for commingled recycling in the Region since 2016. These programs closely follow the RBC program in that they do not allow plastic bags, films, glass, and styrofoam to be collected in the commingled curbside container. The 3 municipalities provide curbside collection for their residents (weather through a private contract or by municipal staff) which is consolidated at a central point. From there, the material becomes the responsibility of the PRRD. The material is sorted of contaminants, baled, and collected by a private contractor who then arranges to have it shipped to market. The table below illustrates the tonnages collected in 2019:

Municipality	Population (Stats Canada 2016)	Households Served	Commingled Tonnage	Consolidation Point
Fort St. John	20,155	6,816	716	R3 Recycling
Dawson Creek	12,178	4,694	458	DC Recycling
Pouce Coupe	792	350	34	DC Recycling
Totals	33,125	11,860	1,208	

Additionally, the District of Tumbler Ridge will begin to provide commingled curbside collection for their residents in 2020. At this time it is estimated that 190 tonnes of residential recyclables will be captured through their curbside program annually.

In order to capture these 1,400 tonnes under the RBC program, we proposed that the PRRD becomes the central point of contact for RBC as per the following structure:



The material will be collected, sorted, and baled by the private recycling contractor on behalf of the PRRD. The PRRD would look to RBC to market the baled material and provide the collection offset for the 11,860 (plus Tumbler Ridge) residential properties serviced in the region.

Depot Collection in the PRRD

The remaining 3,319 tonnes of recyclables collected by the private contract was done so through a series of depots in the region. This material is currently a mix between residential and ICI sources, in 2019 the composition was approximately 30% (996 tonnes) residential and 70% (2,323 tonnes) For the residential material collected, the total 996 tonnes PPP that could potentially be included into the RBC program. This additional material can be discussed at a later date.

In closing, the addition of the Region's commingled curbside material into the RBC program as described could prove to be a viable solution for low population density Regional Districts. The method proposed closely follows the "New Curbside Programs (4.3.5)" guideline from the Packaging and Paper Product Extended Producer Responsibility Plan as it meets all the criteria if we look at the Regional District as the community being serviced by RBC.

Additionally, the inclusion of this material would boost the Operational Effectiveness Indicator within the PRRD that RBC reports on annually. In 2019 the 130 tonnes of PPP material were collected in the PRRD through the current RBC program equates to a per capita rate of only 2.06kg/capita. The addition of the approximately 1,400 tonnes of commingled curbside material boosts the per capita rate to 22.7kg/capita captured in the PRRD. This also brings the RBC program significantly closer to the regional target of 40kg/capita.