



PEACE RIVER REGIONAL DISTRICT

Electoral Area Directors Committee Meeting Agenda

April 25, 2024, 10:00 a.m.
1981 Alaska Avenue, Dawson Creek, BC

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1. CALL TO ORDER	
2. ADOPTION OF AGENDA	
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PEACE RIVER REGIONAL DISTRICT

ELECTORAL AREA DIRECTORS COMMITTEE MINUTES

March 14, 2024, 10:00 a.m.
1981 Alaska Avenue, Dawson Creek, BC

Directors Present: Chair Hiebert, Electoral Area D
Vice-Chair Sperling, Electoral Area C
Director Kealy, Electoral Area B
Director Rose, Electoral Area E

Staff Present: Shawn Dahlen, Chief Administrative Officer
Tyra Henderson, Corporate Officer
Roxanne Shepherd, Chief Financial Officer
Joanne Caldecott, Deputy Corporate Officer
Kari Bondaroff, General Manager of Environmental Services
Ashley Murphey, General Manager of Development Services
Annette Andrews, Communications Manager
Bryna Casey, Community Services Manager
Matthew Bascom, Grants Coordinator
Carmen Willms, Recording Clerk

Delegation: **Clear Course**
Dawn Johnson, PMP, Principal and Senior Project Manager
Monica Sander Burns, Researcher and Grant Writer

- 1. CALL TO ORDER**
The Chair called the meeting to order at 9:59 a.m.
- 2. ADOPTION OF AGENDA**
MOVED Director Sperling
SECONDED Director Rose
That the Electoral Area Directors Committee adopt the March 14, 2024 agenda.
 - 1. CALL TO ORDER**
 - 2. ADOPTION OF AGENDA**
 - 3. GALLERY COMMENTS OR QUESTIONS**
 - 4. ADOPTION OF MINUTES**
 - 4.1 Electoral Area Directors Committee Draft Meeting Minutes for February 15, 2024
 - 5. BUSINESS ARISING FROM THE MINUTES**
 - 6. DELEGATIONS**
 - 6.1 Clear Course Re: Grant Writer Update
 - 7. CORRESPONDENCE**
 - 8. REPORTS**
 - 9. NEW BUSINESS**
 - 10. DIARY**

(cont'd on next page)



10.1 EADC Diary

11. CONSENT CALENDAR

11.1 EADC Terms of Reference

12. NOTICE OF MOTION

13. ADJOURNMENT

CARRIED

3. GALLERY COMMENTS OR QUESTIONS

4. ADOPTION OF MINUTES

4.1 Electoral Area Directors Committee Draft Meeting Minutes for February 15, 2024

MOVED Director Sperling

SECONDED Director Rose

That the Electoral Area Directors Committee adopt the Electoral Area Directors Committee meeting minutes of February 15, 2024.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

6. DELEGATIONS

6.1 Clear Course Re: Grant Writer Update

Dawn Johnson, PMP, Principal and Senior Project Manager, and Monica Sander Burns, Researcher and Grant Writer for Clear Course presented updates to the Electoral Area Directors Committee regarding the Grant Writer services provided to the Regional District at the invitation of the Committee.

The presentation included the following topics:

- A summary of the grant writer services program between March 2021 and March 2024.
- Program results of written grant proposals and supported grant proposals.
- Pending grants.
- Building capacity through education and support for groups who write their own grant applications.
- Program tools such as information sessions, workshops, monthly newsletter, and project tracker.
- Community Groups supported to date.
- Highlights of the program since September 2023.
- Program strengths, which include acting as a broader support role to community groups, maintaining a grant database, and building strong relationships with economic development officers.
- Recommendations and considerations including project development support, sharing grant outcomes, lobbying with respect to funding gaps, and budgeting for in-person grant writing workshops in 2025.
- Peace River Regional District internal support to help identify new trends and provide a list of current and relevant grants each month for internal distribution in the organization.

6.1 Clear Course Re: Grant Writer Update (Cont'd)

A question-and-answer period ensued, and discussion included:

- The funding gaps that need to be lobbied for. Presenters stated that playgrounds were currently the largest gap and explained that playgrounds were often excluded by many grant funders. Operational funds for smaller organizations also have insufficient grant sources.
- Grant opportunities for keeping seniors in their own homes like the 'Better at Home' Program. The presenters explained that government programs were the only source of funding at the moment and other grant opportunities for seniors centred around seniors' physical, mental, and social wellness.
- The pending award of 21 grant proposals totalling \$19,372,938 and more specifically, whether these pending grants were mainly funded by government. The presenters confirmed that nearly \$11M had been applied for housing funds through the National Indigenous Collaborative Housing Inc. (NICH), mostly for the North Wind Wellness Centre Arch program, with the remainder for the Tansi Friendship Centre.
- Whether examples could be added to the list of funding trends to help residents understand.
- If grants were available for senior housing or 24-hour care facilities. Presenters had not looked specifically into that area, however noted that there are trends providing capital funding for a number of initiatives in affordable housing and green infrastructure.
- Whether community groups that contact Clear Course were asking for help with the entire process or assistance with finalizing their applications. Presenters replied that groups tend to come with a general notion that they would like funding. A smaller number have a prepared application that needs a second set of eyes while some sought advice.
- Accessibility to grant applications that are not digital. Presenters explained that few funders accept paper applications, but Clear Course is able to make the process as user friendly as possible for those uncomfortable with using computers.
- Opportunities to partner with local libraries for information sessions, workshops, and incorporate them in their outreach.

MOVED Director Sperling

SECONDED Director Rose

That the Electoral Area Directors Committee recommend that the presentation from Clear Course Re: Grant Writer Update be provided for information at the next Regional Board meeting.

CARRIED

7. CORRESPONDENCE

8. REPORTS

9. NEW BUSINESS

9.1 Director Rose – Request for Discussion RE: Water for Agriculture

MOVED Director Rose

SECONDED Director Sperling

That the Electoral Area Directors Committee approve addition of a New Business item regarding the discussion of availability and access to water for agricultural purposes such as cattle grazing on crown land in 2024.

CARRIED

9.1 Director Rose – Request for Discussion RE: Water for Agriculture (Cont'd)

Directors discussed the prevailing dry weather conditions this spring and the effect this will have on agriculture producers who access crown range land. Directors were concerned about the length of time needed to consult stakeholders and assemble a plan to mitigate the lack of water resources. Two suggestions considered opportunities to utilize legacy wells (previously drilled wells used by industry) and applying for permits to access rivers and lakes. Directors discussed the perceived differences between the government measured snowpack and the evaluations from farmers. Directors discussed reaching out to producer groups to collaborate on strategies.

MOVED Director Sperling

SECONDED Director Rose

That the Electoral Area Directors Committee recommend to the Regional Board that they send a letter to the Honourable Nathan Cullen, Minister of Water, Land and Resource Stewardship; the Honourable Pam Alexis, Minister of Agriculture and Food, and the Honourable Bruce Ralston, Minister of Forests, expressing concerns about availability of and access to water for agricultural purposes such as cattle grazing on crown land in 2024.

CARRIED

9.2 Director Kealy – Request for Discussion RE: Agriculture Advisory Committee

MOVED Director Kealy

SECONDED Director Sperling

That the Electoral Area Directors Committee approve addition of a New Business item regarding discussion of the new Agriculture Advisory Committee.

CARRIED

Discussion regarding the new Agriculture Advisory Committee took place. Directors wanted an update from the September 7, 2023 resolution regarding feedback from producer groups in the region on the relevancy of an Agriculture Advisory Committee and what they would like to see included in a Terms of Reference in the event that the Regional Board re-established the Agriculture Advisory Committee. Staff informed Directors that feedback for the Committee could begin now that a Communications team has been hired.

10. DIARY

10.1 EADC Diary

MOVED Director Sperling

SECONDED Director Kealy

That the Electoral Area Directors Committee add the Agriculture Advisory Committee to the diary.

CARRIED

11. CONSENT CALENDAR

11.1 EADC Terms of Reference

12. NOTICE OF MOTION



13. ADJOURNMENT

The Chair adjourned the meeting at 11:05 am.

CERTIFIED a true and correct copy of the Minutes of the Electoral Area Directors Committee from a meeting held on March 14, 2024 in the PRRD Board Room, 1981 Alaska Avenue, Dawson Creek, BC.

Leonard Hiebert, Chair of Committee

Carmen Willms, Recorder

DRAFT

Dear BC Rural Centre Supporter

The Rural Centre is delighted to be planning another Keeping it Rural Conference, May 21 - 23, in Kelowna. Our 2023 conference, *Rural Renaissance: Embracing Change & Opportunity* was held on June 1-2, 2023 in Kelowna and was a resounding success.

Our work with rural, remote, and First Nation stakeholders, including local and regional governments, non-profit and other community-based organizations, businesses, and citizens, has made us keenly aware of the priorities facing those in a non-urban environment. During our conference, we will be addressing the issues facing our rural, remote, and First Nation communities as well as celebrating success stories from around our province and beyond.

We are excited to use community-partnered initiatives to support the development of “toolkits” for other communities. From rural housing, healthcare, forestry, and food sovereignty we are building a model that meets the needs and priorities of individual communities.

We are contacting you today to kindly request that your business, organization, municipality, or regional district join our sponsorship list to help us provide an exceptional experience and collaboration on rural topics that matter to the citizens.

Through a lot of volunteer work and generous donations, we are looking to keep our conference costs to a bare minimum. That means your sponsorship dollars will go directly to support the Keeping it Rural Conference.

With great thanks!
The BC Rural Centre
Executive Director, Board, and Staff

Sponsor Packages 2024

Sponsorship Levels:

Rural Champion - \$2500

Premium-placed advertising on our website, marketing materials for the conference
Multiple Social Media posts and promotion
Logo recognition on the BCRC website

Rural Harvest Builder Sponsor - \$1500

Advertising, and marketing materials
2 recognition posts on BCRC social media
Logo recognition on the BCRC website
Logo placement on the event webpage and newsletter

Rural Seed Sower Sponsor- \$750

Advertising, and marketing materials
Recognition post on BCRC social media
Logo placement on the event webpage and newsletter

Rural Supporter - \$500

Advertising and marketing materials
Logo placement on the event webpage and newsletter

Green Fields - Any Amount less than \$500

Logo placement on the event webpage and newsletter

* Additional conference support options are available - please contact us to learn more.

Payments can be made online at <https://ticketstripe.com/keeping-it-rural-2024>
or by cheque mailed to BC RURAL CENTRE PO BOX 786 Kaslo BC, V0G 1M0



Electoral Area Directors Committee DIARY

Item		Notes	Diarized
1.	Don Nearhood Museum	As the Peace Canyon building is closed, a new location for the display is needed	November 13, 2018
2.	Natural Gas	Expansion of services to rural areas	May 27, 2019
3.	Section 381 - Cost sharing for services under Part 14 (Planning and Land Use Management) of the <i>Local Government Act</i> .	Staff to contact the Ministry of Municipal Affairs to set up a zoom meeting with the Electoral Area Directors.	August 15, 2019
4.	Agriculture Advisory Committee	Staff to gather feedback from stakeholders on the relevancy of this Committee, and what they would like to see included in a Terms of Reference if the Committee was reestablished.	March 14, 2024
			Updated: Mar. 14, 2024



Electoral Area Director's Committee Terms of Reference

1. Membership

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

2. Terms of Reference

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

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