



PEACE RIVER REGIONAL DISTRICT

Regional Board Meeting Revised Agenda

October 22, 2020, 10:00 a.m.
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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16.	Notice of Motion	
17.	Media Questions	
18.	Adjournment	



REGIONAL BOARD MEETING MINUTES

THURSDAY, OCTOBER 8, 2020

LOCATION	Peace River Regional District Office, Dawson Creek, BC	
ATTENDANCE	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 Bertrand, District of Tumbler Ridge 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' (via Zoom) 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 Jeff McDonald, Communications Manager Trevor Ouellette, IT Manager Amber Vieweg, Investment Officer Brenda Deliman, Legislative Services Clerk Others Katrin Saxty, Urban Systems Ltd. Delegations 7.1 Peace Liard Regional Arts Council (PLRAC) Donna Kane, Executive Director Kit Fast, President, PLRAC Board

- 1. CALL TO ORDER** The Chair called the meeting to order at 10:00 a.m.
- 2. DIRECTORS' NOTICE OF NEW BUSINESS**
- 3. ADOPTION OF AGENDA**
- 3.1 RD/20/10/01
MOVED Director Fraser, SECONDED Director Heiberg,
That the Regional Board adopt the October 8, 2020 Board Meeting Agenda:
- 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 September 10, 2020
 - 5.2 Committee of the Whole Draft Meeting Minutes of September 10, 2020
 - 6. Business Arising from the Minutes**

(continued on next page)



3.1
RD/20/10/01
Adoption of Agenda
(continued)

7. Delegations

7.1 Peace Liard Regional Arts Council – 2020 in Review

8. Petitions

9. Correspondence

9.1 School District No. 59 (Peace River South) – Rural Swim Grant Allocation

9.2 City of New Westminster – Universal Access to No-Cost Prescription Contraception

9.3 Residents of Old Hope Road – Site Nominations under the BC Dormant Site
Reclamation Program

9.4 BC Oil & Gas Commission – Updates to Requirements for Consultation and Notification
Regulation

10. Reports

10.1 Reconsideration of Resolution RD/20/06/15 – Charlie Lake Fire Department Scope
Expansion, DR-BRD-007

10.2 September 17, 2020 Electoral Area Directors Committee Meeting
Recommendations, ADM-BRD-082

10.3 September 17, 2020 Rural Budgets Administration Committee Meeting
Recommendation, ADM-BRD-081

10.4 July 2, 2020 Health Care Scholarship Committee Meeting Recommendation, FB-
BRD-023

10.5 Video Recording of Board Meetings – Contract Extension 2020-2021, ADM-BRD-075

10.6 Supplementary Letter Patent #45 – Sub-Regional Recreation and Cultural Services,
ADM-BRD-076

10.7 Establishing a Service Function – Regional Grant-in-Aid Contributions, FN-BRD-017

10.8 Subdivision Development and Servicing Bylaw Consulting Services, FN-BRD-018

10.9 PRRD Housing Needs Assessment Project Update, FN-BRD-021

10.10 NCLGA, UBCM and FCM Memberships, FN-BRD-022

10.11 Flood Plain Mapping RFP Award, CS-BRD-020

10.12 Kelly Lake Community Centre Infrastructure Grant Applications, CS-BRD-023

10.13 Boundary Lake Modification of Water Supply License Agreement, ENV-BRD-017

10.14 Liquor Primary Licence Application for RNN Sales and Rental, DS-BRD-043

10.15 Non-Farm Use in the ALR, PRRD File No. 20-011, ALRNFU, DS-BRD-072

10.16 Temporary Use Permit No. 20-003, DS-BRD-074

10.17 Designated Interest Area for Southern Mountain Caribou Recovery in the PRRD, DS-
BRD-077

10.18 Notice of Closed Session – October 8, 2020, ADM-BRD-085

11. Bylaws

11.1 Zoning Amendment Bylaw No. 1924, 2011, PRRD File No. 10-153, DS-BRD-075

12. Strategic Plan

12.1 2019-2022 Strategic Plan

13. New Business

14. Appointments

14.1 2020 Board Appointments

15. Consent Calendar

15.1 North Peace Rural Roads Committee Meeting Minutes of July 17, 2020

15.2 Chetwynd Public Library Regular Board Meeting Minutes of June 23, 2020

15.3 Rural Budgets Administration Committee Draft Meeting Minutes of September 17,
2020

15.4 Rural Budgets Administration Committee Meeting Minutes of August 20, 2020

15.5 Electoral Area Directors Committee Draft Meeting Minutes of September 17, 2020

15.6 Electoral Area Directors Committee Meeting Minutes of August 20, 2020

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3.1

RD/20/10/01

Adoption of Agenda
(continued)

15. Consent Calendar (continued)

15.7 Health Care Scholarship Committee Meeting Minutes of July 2, 2020

15.8 Minister of Natural Resources – Outstanding Surface Lease Payments

15.9 BC Oil and Gas Commission – Camp Inspections and Consultation and Notification
Regulation Update

15.10 Building Permit Report for August 2020

15.11 Items Previously Released from Closed Meetings, ADM-BRD-078

16. Notice of Motion

17. Media Questions

18. Adjournment

CARRIED

4. GALLERY COMMENTS OR QUESTIONS

5. ADOPTION OF MINUTES

5.1

Sept. 10/20 Regional
Board Minutes

RD/20/10/02

MOVED Director Zabinsky, SECONDED Director Fraser,
That the Regional Board adopt the Board Meeting Minutes of September 10, 2020.

CARRIED

5.2

Sept. 10/20
Committee of the
Whole Minutes

RD/20/10/03

MOVED Director Heiberg, SECONDED Director Bertrand,
That the Regional Board adopt the Committee of the Whole Meeting Minutes of September
10, 2020.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES

The Chief Administrative Officer advised that the letter from Canadian Natural Resources Ltd. (CNRL), that was included on the agenda when originally published, was removed from the Agenda in advance of the Board Meeting at CNRL's request.

7. DELEGATIONS

7.1

Peace Liard Regional
Arts Council – 2020 in
Review

The Regional Board was provided with a review of 2020 activities from the Peace Liard Regional Arts Council. Topics included:

- Community outreach (social media, newsletter, artist database)
- Continuing and new relationships
- Programming (Regional Juried Art Exhibit, Ekphrastic Writing Exhibit, Video Grants and Artist Features, Wild Words North)
- Artist in Residence program
- 2021 Activities (Sue Popesku Memorial Archives, reference/teaching guide – Transmitting our Histories to Future Generations)

The Regional Board was presented with an acrylic on canvas titled 'Purple Sky' by artist Kimberly Ans for the PRRD permanent collection.

8. PETITIONS



9. CORRESPONDENCE

9.1
School District No. 59
– Rural Swim Grant
Allocation

RD/20/10/04
MOVED Director Zabinsky, SECONDED Director Heiberg,
That the Regional Board receive the correspondence dated September 8, 2020 from School District No. 59 regarding grant funds for the Rural Learn to Swim Program for discussion.

CARRIED

RD/20/10/05
MOVED Director Ackerman, SECONDED Director Goodings,
That the Regional Board authorize that a report be prepared on grant funding provided to School Districts No. 59 and 60 for Rural Learn to Swim programs in the 2020 budget year, and the functions under which the grants were provided.

CARRIED

RD/20/10/06
MOVED Director Goodings, SECONDED Director Ackerman,
That the Regional Board authorize that a letter be forwarded to School District No. 59, in response to their September 8, 2020 letter, to advise that the Regional Board is investigating its request to use 2020 grant funds, designated for Rural Learn to Swim Program travel costs, for other recreational or cultural activities.

CARRIED

9.2
City of New
Westminster –
Universal Access to
No-Cost Prescription
Contraception

RD/20/10/07
MOVED Director Zabinsky, SECONDED Director Bumstead,
That the Regional Board receive the correspondence, dated September 15, 2020 from the City of New Westminster regarding universal access to no-cost prescription contraception, for information.

CARRIED

9.3
Residents of Old Hope
Road – Site
Nominations under
the BC Dormant Site
Reclamation Program

RD/20/10/08
MOVED Director Bumstead, SECONDED Director Heiberg,
That the Regional Board provide a letter of support to the residents of Old Hope Road regarding their nomination of sites for reclamation under the BC Dormant Site Reclamation Program, as specified in their correspondence dated September 27, 2020.

DEFEATED

IN FAVOUR: Directors Ackerman, Bumstead, Heiberg and Zabinsky

RD/20/10/09
MOVED Director Bertrand, SECONDED Director Zabinsky,
That the Regional Board authorize that a letter be forwarded to the residents of Old Hope Road, in response to their correspondence dated September 27, 2020, to inquire if the sites being nominated for reclamation under the BC Dormant Site Reclamation Program are supported by the landowners who own the properties on which the sites are located.

DEFEATED

IN FAVOUR: Directors Bertrand, Bumstead, Fraser, Goodings, Hiebert and Zabinsky



9. CORRESPONDENCE (continued)

9.4 RD/20/10/10
BC OGC – Updates to Requirements for Consultation & Notification Regulation
MOVED Director Goodings, SECONDED Director Fraser,
That the Regional Board receive the correspondence dated September 17, 2020 from the BC Oil & Gas Commission regarding updates to the Consultation and Notification Regulation, for discussion.

CARRIED

RD/20/10/11
MOVED Director Goodings, SECONDED Director Heiberg,
That the Regional Board authorize that the BC Oil & Gas Commission (BC OGC) be requested to be prepared to speak to the following topics during its presentation to the Regional Board on November 26, 2020:

- Consultation and Notification Regulation – Further details on the seven policy changes listed in the email dated September 17, 2020 from the BC OGC to Regional Networking Group members, specifically:
 - a. definition of ‘major amendment’;
 - b. notification to local authority of proposed oil and gas activity in OCP areas;
 - c. consultation distances; and
 - d. engagement with local governments.

CARRIED

10. REPORTS

10.1
Charlie Lake Fire Dept. Scope Expansion, DR-BRD-007
As authorized by Section 217 of the *Local Government Act* and Section 56 (a) of the PRRD Board Procedure Bylaw No. 2200, 2015, Chair Sperling required the Board to reconsider the following motion, which was voted on, and passed at the June 11, 2020 Board Meeting (Item 10.2 on the June 11, 2020 Agenda):

The Chair called the Question to the Motion on the Floor:

RD/20/06/15
That the Regional Board move forward with assent voting (referendum) in the Charlie Lake Fire Protection Area to amend the Service Establishment Bylaw to include first medical responder services and road rescue services; further, that each question be asked separately on the ballot.

DEFEATED

IN FAVOUR: Director Courtoreille

RD/20/10/12
MOVED Director Ackerman, SECONDED Director Bertrand,
That the Regional Board invite a petition compliant with *Local Government Act* Section 337 from property owners in the Charlie Lake Fire Protection Service Area as authorized by *Local Government Act* Section 347(1) as an acceptable method to obtain participating area approval, seeking amendment of the Charlie Lake Fire Protection Service Area Establishment Bylaw No. 1360, 2001 to increase the scope of service to include first medical responder services and road rescue services; further, that separate petitions be provided for medical responder and road rescue; and finally, that the petition describe in specific terms the services that are proposed and proposed methods for recovering annual costs, rather than in general terms as indicated in Section 337(2)(a) and (c) of the *Local Government Act*.

CARRIED

10. REPORTS (continued)

10.2
Sept 17/20 EADC
Recommendations,
ADM-BRD-082
EADC Rec. #1
Licenses of Occupation

RD/20/10/13
MOVED Director Goodings, SECONDED Director Rose,
That the Regional Board authorize a report to be prepared identifying the process and requirements to transfer the licenses of occupation for the Buick Creek Recreation Grounds and Halfway Community Gymkhana Grounds and the title of the Rose Prairie Curling Club parking lot to the societies that currently operate these sites, and further, that the report be brought back to a future Electoral Area Directors Committee meeting.

CARRIED

EADC Rec. #2
Bill 15 – ALC
Amendment Act

RD/20/10/14
MOVED Director Rose, SECONDED Director Goodings,
That the Regional Board authorize a letter to the Agricultural Land Commission (ALC) requesting that implementation of Bill 15, which prevents landowners from submitting Agricultural Land Reserve exclusion applications to the ALC and requires Local Governments, First Nation Governments, the Province of BC, and prescribed public bodies to make application, be delayed.

CARRIED

OPPOSED: Directors Ackerman and Zabinsky

10.3
Sept 17/20 RBAC
Recommendation,
ADM-BRD-081
RBAC Rec. #1
Centennial Park
Festival Plaza

RD/20/10/15
MOVED Director Rose, SECONDED Director Courtoreille,
That the Regional Board authorize staff to develop a service agreement between the PRRD and the City of Fort St. John for equal access to Centennial Park Festival Plaza for rural residents, and further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

CARRIED

10.4
July 2/20 HCSC
Recommendation, FN-
BRD-023
HCSC Rec. #1
PRRD Health Care
Scholarships

RD/20/10/16
MOVED Director Rose, SECONDED Director Ackerman,
That the Regional Board enter into a Memorandum of Understanding (MOU) with Northern Health Authority, for a one (1) year term - with eligibility for renewal for up to four (4) additional one (1) year terms, for a total annual contribution amount of \$55,000 for the following PRRD Health Care Scholarships:

1. RN/RPN Return of Service Scholarship
2. Licensed Practical Nurse Scholarship
3. Technical Career Professional Development Scholarship
4. RN/RPN Professional Development Scholarship

further, that the Chair and Chief Administrative Officer be authorized to sign the MOU on behalf of the PRRD.

AMENDED BY THE FOLLOWING

Motion to Amend

RD/20/10/17
MOVED Director Rose, SECONDED Director Ackerman,
That the following be added to the resolution immediately after the list of scholarship types:
“further, that Memorandum of Understanding - Appendix A, Section 3, Bullet 5 under Roles and Responsibilities be amended to change the wording from ‘will work will ensure’ to ‘will ensure’; and”

CARRIED



10. REPORTS (continued)

- 10.4
July 2/20 HCSC
Recommendation, FN-
BRD-023
HCSC Rec. #1 PRRD
Health Care
Scholarships
(continued)

Motion as Amended
- The Chair Called the Question to the Motion as Amended:

That the Regional Board enter into a Memorandum of Understanding (MOU) with Northern Health Authority, for a one (1) year term - with eligibility for renewal for up to four (4) additional one (1) year terms, for a total annual contribution amount of \$55,000 for the following PRRD Health Care Scholarships:
1. RN/RPN Return of Service Scholarship
 2. Licensed Practical Nurse Scholarship
 3. Technical Career Professional Development Scholarship
 4. RN/RPN Professional Development Scholarship
- further, that the Memorandum of Understanding - Appendix A, Section 3, Bullet 5 under Roles and Responsibilities be amended to change the wording from 'will work will ensure' to 'will ensure';

and finally, that the Chair and Chief Administrative Officer be authorized to sign the MOU on behalf of the PRRD.
- CARRIED**
- 10.5
Video Recording of
Board Meetings –
Contract Extension
2020-2021, ADM-BRD-
075
- RD/20/10/18
MOVED Director Ackerman, SECONDED Director Fraser,
That the Regional Board renew the contract with Russell Eggleston Creative Services (dba Sound in Town) for the video recording of bi-monthly Board meetings, effective April 1, 2020, for an additional one year term at a monthly cost of \$1700; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement extension of behalf of the PRRD.
- CARRIED**
- 10.6
Supplementary Letter
Patent #45 – Sub-
Regional Recreation &
Cultural Services,
ADM-BRD-076
- The Regional Board voted on the following motion deferred from its September 10, 2020 Meeting:

RD/20/09/15
That the Regional Board authorize the conversion of Supplementary Letter Patent #45 (Sub-Regional Recreation and Cultural Services) into a service establishment bylaw.
- CARRIED**
- 10.7
Establishing a Service
Function – Regional
Grant-in-Aid
Contributions, FN-
BRD-017
- The Regional Board voted on the following motion deferred from its August 18, 2020 Special Meeting:

SRD/20/08/02
That the Regional Board consider STARS - Shock Trauma Airlift Rescue Society for the establishment of an Air Ambulance service function in the region.
- AMENDED BY THE FOLLOWING**
- Motion to Amend
- RD/20/10/19
MOVED Director Ackerman, SECONDED Director Fraser,
That the motion be amended by replacing 'consider STARS – Shock Trauma Airlift Rescue Society for the establishment of' with 'establish'.
- CARRIED**
- Motion as Amended
- The Chair Called the Question to the Motion as Amended:

That the Regional Board establish an Air Ambulance service function in the region.

CARRIED



10. REPORTS (continued)

10.8 RD/20/10/20
Subdivision MOVED Director Rose, SECONDED Director Ackerman,
Development & That the Regional Board receive the report titled “Subdivision Development and Servicing
Servicing Bylaw Bylaw Consulting Services - FN-BRD-018” for information.
Consulting Services, **CARRIED**
FN-BRD-018 **OPPOSED: Director Ackerman**

10.9 RD/20/10/21
PRRD Housing Needs MOVED Director Bertrand, SECONDED Director Bumstead,
Assessment Project That the Regional Board receive the report titled “PRRD Housing Needs Assessment Project
Update, FN-BRD-021 Update, FN-BRD-021” for discussion. **CARRIED**

10.18 RD/20/10/22
Notice of Closed MOVED Director Ackerman, SECONDED Director Rose,
Session – Oct 8/20, That the Regional Board vary the agenda to deal with Item 10.19 (Notice of Closed Session)
ADM-BRD-085 following luncheon. **CARRIED**

RD/20/10/23
MOVED Director Ackerman, SECONDED Director Rose,
That the Regional Board recess to a Closed Meeting for the purpose of discussing the following
items:
Agenda Item 3.1 and 3.2 – Closed Meeting Minutes (CC Section 97(1)(b))
Agenda Item 5.1 – Legal Matters (CC Section 90(1)(i))
Agenda Item 7.1 – Negotiations (CC Section 90(1)(i) and 90(2)(b))
Agenda Item 7.2 – Legal Matters (CC Section 90(1)(i) and 90(1)(k))
Agenda Item 7.3 – Connectivity (CC Section 90(1)(j) and 90(1)(k)) **CARRIED**

Recess The Chair recessed the meeting to luncheon and a Closed Session at 12:01 p.m.

Reconvene The Chair reconvened the meeting at 2:53 p.m. Director Ackerman was not present in the
meeting.

10.10 RD/20/10/24
NCLGA, UBCM & FCM MOVED Director Zabinsky, SECONDED Director Rose,
Memberships, FN- That the Regional Board receive the report titled “NCLGA, UBCM and FCM Memberships – FN-
BRD-022 BRD-022”, to inform the consideration of the value of memberships to the North Central
Government Association, Union of BC Municipalities, and the Federation of Canadian
Municipalities, for discussion. **CARRIED**

The Chair thanked the Board for the perspectives offered and suggestions to maximize the
value of the benefits of memberships to local government organizations. By consensus, the
Regional Board will continue to be members of NCLGA, UBCM and FCM.



10. REPORTS (continued)

10.11 RD/20/10/25
Flood Plain Mapping MOVED Director Fraser, SECONDED Director Rose,
RFP Award, CS-BRD- That the Regional Board award RFP #34-2020 to BGC Engineering Inc. for flood plain mapping
020 in the Chetwynd Fringe area, Moberly Lake area, Pouce Coupe Fringe area and Tomslake and
Tupper areas, at a cost of \$150,000 (excluding GST); further that the Chair and Chief
Administrative Officer be authorized to sign the agreement on behalf of the Peace River
Regional District.

CARRIED

10.12 RD/20/10/26
Kelly Lake Community MOVED Director Hiebert, SECONDED Director Bumstead,
Centre Infrastructure That the Regional Board authorize that a grant application for \$2,800,000 for the Kelly Lake
Grant Applications, CS- Community Centre Renovation and Expansion Project be submitted to the Investing in Canada
BRD-023 Infrastructure Program – Community, Culture and Recreation fund; further

that if the grant application is successful, that authorization to borrow up to \$183,000 from the
Municipal Finance Authority be provided, for a maximum term of five years, payments
commencing in 2023, with no rights of renewal, be provided, under Section 403 of the *Local
Government Act*, for the purpose of renovating the Kelly Lake Community Centre; and further

that the Regional Board commit funding in the amount of \$1,025,000 to be paid from Electoral
Area D Fair Share and Peace River Agreement Funds to the Kelly Lake Community Centre
Renovation and Expansion Project; and finally,

that the Regional Board accept responsibility for payment of cost overruns for the Kelly Lake
Community Centre Renovation and Expansion Project, should any arise, to a maximum of an
additional \$550,000, to be paid from short term borrowing (up to \$50,000), Electoral Area D
Fair Share and Electoral Area D Peace River Agreement Funds (up to \$500,000) or other grants.

CARRIED

RD/20/10/27
MOVED Director Hiebert, SECONDED Director Rose,
That the Regional Board authorize that a grant application for \$2,800,000 for the Kelly Lake
Community Centre Renovation and Expansion Project be submitted to the Investing in Canada
Infrastructure Program – Rural and Northern Communities fund; further,

that if the grant application is successful, that authorization to borrow up to \$183,000 from the
Municipal Finance Authority be provided, for a maximum term of five years, payments
commencing in 2023, with no rights of renewal, under Section 403 of the *Local Government
Act*, for the purpose of renovating the Kelly Lake Community Centre; and further,

that the Regional Board commit funding in the amount of \$1,025,000 for the Kelly Lake
Community Centre Renovation and Expansion Project, to be paid from Electoral Area D Fair
Share and Peace River Agreement Funds; and finally,

that the Regional Board accept responsibility for payment of cost overruns for the Kelly Lake
Community Centre Renovation and Expansion Project, should any arise, to a maximum of an
additional \$550,000, to be paid from short term borrowing (up to \$50,000), Electoral Area D
Fair Share and Electoral Area D Peace River Agreement Funds (up to \$500,000) or other grants.

CARRIED



- 10.12 continued
Kelly Lake Community
Centre Infrastructure
Grant Applications, CS-
BRD-023
- RD/20/10/28
MOVED Director Hiebert, SECONDED Director Heiberg,
That the Regional Board support the application from the Peace River Regional District to
Northern Development Initiative Trust for up \$300,000 for the Kelly Lake Community Centre
Renovation and Expansion Project.
- CARRIED**
- 10.13
Boundary Lake
Modification of Water
Supply License
Agreement, ENV-BRD-
017
- RD/20/10/29
MOVED Director Goodings, SECONDED Director Rose,
That the Regional Board defer consideration of the report titled 'Boundary Lake Modification
of Water Supply License Agreement ENV-BRD-017' to a future Board Meeting.
- CARRIED**
- 10.14
Liquor Primary Licence
Application for RNN
Sales & Rental, DS-
BRD-043
- RD/20/10/30
MOVED Director Hiebert, SECONDED Director Rose,
That the Regional Board defer consideration of the report dated August 4, 2020, titled 'Liquor
Primary License Application for RNN Sales and Rental – DS-BRD-043' to not later than June 1,
2021, to allow time for the Agricultural Land Commission to make a decision on ALR Exclusion
Application, PRRD File No. 20-006 ALREX, ALC ID 61435.
- CARRIED**
- 10.15
Non-Farm Use in the
ALR, PRRD File No. 20-
011 ALRNFU, DS-BRD-
072
- RD/20/10/31
MOVED Director Hiebert, SECONDED Director Rose,
That the Regional Board support ALR Non-Farm Use application 20-011 ALRNFU, to permit
shale removal from a 10 hectare portion of the property identified as PID 014-259-184, and
authorize the application to proceed to the Agricultural Land Commission.
- CARRIED**
- 10.16
Temporary Use Permit
No. 20-003, DS-BRD-
074
- RD/20/10/32
MOVED Director Goodings, SECONDED Director Fraser,
That the Regional Board issue Temporary Use Permit No. 20-003, to allow outdoor parking,
outdoor storage of logs and pipe, the placement of one 12 foot x 40 foot office trailer, and
placement of one weigh scale on the property identified as PID 030-430-381, with an expiry
date of October 8, 2023.
- CARRIED**
- 10.17
Designated Interest
Area for Southern
Mountain Caribou
Recovery in the PRRD,
DS-BRD-077
- RD/20/10/33
MOVED Director Rose, SECONDED Director Zabinsky,
That the Regional Board receive the report titled "Designated Interest Area for Southern
Mountain Caribou Recovery in the Peace River Regional District", which provides an overview
of the areas of interest to be alienated and unencumbered by the Government of British
Columbia to preserve and grow Caribou population, for discussion.
- CARRIED**



**10. Reports
(continued)**

10.17
Designated Interest
Area for Southern
Mountain Caribou
Recovery in the PRRD,
DS-BRD-077

RD/20/10/34
MOVED Director Rose, SECONDED Director Goodings,
That the Regional Board authorize that a letter be forwarded to the Premier of BC regarding the designated interest area for Southern Mountain Caribou recovery in the PRRD to advise that the Regional Board is not in support of the three Section 17 Conditional Withdrawal of land for Southern Mountain Caribou conservation which will reserve designated lands in support of caribou recovery, and reminding the Province of its commitment to completion of a comprehensive socio-economic impact study of the Intergovernmental Partnership Agreement between the Province, West Moberly First Nations and Saulteau First Nations.

CARRIED

11. BYLAWS

11.1
Zoning Amendment
Bylaw No. 1924, 2011,
PRRD File No. 10-153,
DS-BRD-075

RD/20/10/35
MOVED Director Goodings, SECONDED Director Fraser,
That the Regional Board rescind second and third readings of Zoning Amendment Bylaw No. 1924, 2011 given October 27, 2011.

CARRIED

RD/20/10/36
MOVED Director Goodings, SECONDED Director Heiberg,
That the Regional Board give Zoning Amendment Bylaw No. 1924, 2011 second reading as amended to correctly reflect the property's new legal description, to allow three dwellings on the property identified as PID 030-945-461; and 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

12. STRATEGIC PLAN

12.1
The Strategic Plan was included for the Regional Board's information.

13. NEW BUSINESS

14. APPOINTMENTS

15. CONSENT CALENDAR

15.1
RD/20/10/37
MOVED Director Bumstead, SECONDED Director Courtoreille,
That the Regional Board receive the October 8, 2020 consent calendar.

CARRIED

15.8
Minister of Natural
Resources – Surface
Lease Payments
RD/20/10/38
MOVED Director Goodings, SECONDED Director Bumstead,
That the Regional Board authorize a letter to be forwarded to the Minister of Energy, Mines and Petroleum Resources and the BC Oil & Gas Commission to request that outstanding payments to landowners, as specified in their surface lease agreements, be fulfilled.

CARRIED



5. ADOPTION OF MINUTES

5.1 As authorized by Section 217 of the *Local Government Act* and Section 56 (a) of the PRRD Board Procedure Bylaw No. 2200, 2015, Chair Sperling required the Board to reconsider the Sept. 10/20 Regional Board Minutes following motion, which was voted on, and passed at the October 8, 2020 Board Meeting:

The Chair called the Question to the Motion on the Floor:

RD/20/10/02

MOVED Director Zabinsky, SECONDED Director Fraser,
That the Regional Board adopt the Board Meeting Minutes of September 10, 2020.

AMENDED BY THE FOLLOWING

Motion to Amend

RD/20/10/39

MOVED Director Goodings, SECONDED Director Fraser,
That the motion be amended by adding the following to the end of the original resolution: as amended to reflect that the Directors listed as opposed to RD/20/09/28 (Item 10.4 Solid Waste Committee Recommendations, Recommendation #5) were in fact in favour, and including Director Michetti on the list of Directors in favour of the motion.

CARRIED

Motion as Amended

The Chair called the Question to the Motion as Amended:

That the Regional Board adopt the Board Meeting Minutes of September 10, 2020 as amended to reflect that the Directors listed as opposed to RD/20/09/28 (Item 10.4 Solid Waste Committee Recommendations, Recommendation #5) were in fact in favour, and including Director Michetti on the list of Directors in favour of the motion.

CARRIED

6. ADJOURNMENT

The Chair adjourned the meeting at 3:49 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 October 8, 2020 in the Regional District Office Board Room, Dawson Creek, BC.

Brad Sperling, Chair

Tyra Henderson, Corporate Officer



COMMITTEE OF THE WHOLE SPECIAL MEETING MINUTES

THURSDAY, OCTOBER 1, 2020

LOCATION Peace River Regional District Office, Dawson Creek, BC

ATTENDANCE

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 Bertrand, District of Tumbler Ridge
Director Courtoreille, District of Chetwynd
Director Goodings, Electoral Area 'B'
(*via Zoom*)
Director Heiberg, District of Hudson's Hope
Director Hiebert, Electoral Area 'D' (*via Zoom*)
Director Michetti, Village of Pouce Coupe
Director Zabinsky, City of Fort St. John

Absent

Director Fraser, District of Taylor

Staff

Shawn Dahlen, Chief Administrative Officer
Tyra Henderson, Corporate Officer
Teri Vetter, Chief Financial Officer
Paulo Eichelberger, General Manager of
Environmental Services
Gerritt Lacey, Solid Waste Services Manager
Jeff McDonald, Communications Manager
Trevor Ouellette, IT Manager
Loryn Day, Solid Waste Coordinator
Brenda Deliman, Legislative Services Clerk

Delegations

4.1 Morrison Hershfield (*via Zoom*)
Todd Baker, Senior Environmental Engineer

1. CALL TO ORDER The Chair called the meeting to order at 10:00 a.m.

2. ADOPTION OF AGENDA

2.1

SCW/20/10/01

MOVED Director Bumstead, SECONDED Director Ackerman,

That the Committee of the Whole adopt the October 1, 2020 Special Meeting Agenda:

1. Call to Order

2. Adoption of Agenda

3. Gallery Comments or Questions

4. Delegations

4.1 Morrison Hershfield - Draft Regional Solid Waste Management Plan for the PRRD

5. Reports

5.1 Regional District Solid Waste Management Plan (Supplemental), ENV-BRD-016

6. Media Questions

7. Adjournment

CARRIED

4. DELEGATIONS

4.1
Morrison Hershfield – The Committee of the Whole was provided with proposed strategies to consider for implementation in the draft Regional Solid Waste Management Plan (SWMP) for the PRRD.
Draft Regional Solid Waste Management Plan for the PRRD Topics included:

- *Environmental Management Act*



- 4.1 Morrison Hershfield – Draft Regional Solid Waste Management Plan for the PRRD (Continued)
- Overview of Regional Solid Waste Management Plan process
 - Public and Technical Advisory Committee (PTAC)
 - Development of consultation plan
 - Reduce and reuse strategies (Extended Producer Responsibility [EPR] Programs, promotion and education)
 - Recycling strategies (agriculture plastics, ICI waste diversion, hazardous waste materials, diversion of construction and demolition waste)
 - Organics diversion strategies (organics processing capacity, collection of compostable organics)
 - Energy recovery for organics strategy

A question and answer period ensued. Topics included:

- Impacts of COVID-19 to markets, economy, SWMP flexibility and achievability, and provincial and public expectations
- Orders of the Provincial Health Officer related to COVID-19 vs. Ministry of Environment & Climate Change Strategy expectations regarding SWMPs (reusable shopping bags, share sheds)
- Definition of 'green procurement policy'
- Implementation of larger scale recycling of agricultural plastics, in the PRRD and beyond
- Drop-off options for hazardous wastes (oil, electronics)
- Construction and demolition waste (illegal dumping, potential incentives to segregate materials, education, reuse of building materials)
- Sources of Industrial, Commercial & Institutional (ICI) waste
- Landfill gas (flaring, economic feasibility)
- Concerns – remoteness, distance to markets, transportation costs, economic feasibility, flexibility
- Timelines for public and stakeholder consultation

Recess The Chair recessed the meeting to luncheon at 11:53 a.m.

Reconvene The Chair reconvened the meeting at 12:32 p.m.

5. REPORT

- 5.1 Regional District Solid Waste Management Plan (Supplemental), ENV-BRD-016
- SCW/20/10/02
MOVED Director Ackerman, SECONDED Director Heiberg,
That the Committee of the Whole receive the report titled "Regional District Solid Waste Management Plan (Supplemental) – ENV-BRD-016" for discussion.

CARRIED

The Committee of the Whole reviewed the specific and broad solid waste management plans presented in the report, and discussed flexibility in relation to capital projects, and whether the Ministry of Environment and Climate Change Strategy will address the impacts of COVID-19 as they relate to the drafting of solid waste management plans.



The Committee of the Whole directed that the report titled “Regional District Solid Waste Management Plan (Supplemental) – ENV-BRD-016” be deferred to the October 16, 2020 Special Committee of the Whole meeting agenda for further discussion.

7. ADJOURNMENT The Chair adjourned the meeting at 12:40 p.m.

CERTIFIED a true and correct copy of the Minutes from a Committee of the Whole special meeting held on October 1, 2020 in the Regional District Office Board Room, Dawson Creek, BC.

Brad Sperling, Chair

Tyra Henderson, Corporate Officer

DRAFT

TEAAM3



TEAAM AEROMEDICAL

PATIENT CARE, ANYWHERE

www.teaam.ca



Miles Randell (Dutch)

- President TEAAM Aeromedical
- ALS Paramedic
- SAR Volunteer 29 years
- Whistler Blackcomb Pro Patrol 15 years
- BC Ambulance Service 21 years
- ALS/Bike Squad/PSU/IPP/Clinical Ed
- Past Instructor Canadian Forces School SAR
- Past Instructor JIBC Paramedic Academy
- Owner SARMed School
- I own many leather bound books



Jordan Lawrence (Emu)

- TEAAM Vice President
- Aircrew Rescue Specialist
- Primary Care Paramedic
- BC Ambulance Service 24 Years
- Sierra/ITSU/Preceptor
- Squamish SAR 6 Years
- Squamish Fire Rescue Service
- Fire Service 29 Years
- SARMed Instructor



Megan Lawrence

TEAAM HR/Administration
Primary Care Paramedic
Blackcomb Ski Patrol



Jesse Flegel

TEAAM2 Base Manager
ALS Paramedic
BCAS Since 2005
ALS Prince George Since 2010



Nathalie White

- TEAAM Aeromedical Patronage Manager
- Squamish Search and Rescue
(Ground & Winter Teams,
ATV & snowmobile training coordinator)
- ATV and Snowmobile guide in Whistler
- Occupational First Aid attendant



January 19,
2014

April 01, 2014



We Approached BCAS
and
EMBC/SAR

Aeromedical Rescue



**A Combination of Advanced Life Support/Critical
Care Medicine AND Rescue
To Provide Patient Care, Anywhere**

**January, 2017
TEAAM
Is Created**



Not For Profit

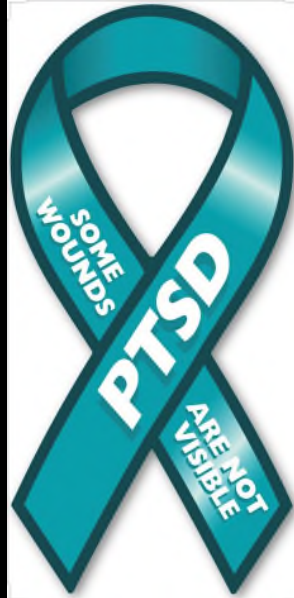


Patient Care Driven Program

Family Oriented, Supportive Approach



Trauma Informed



Equal Opportunities



Gender Equality
BIPOC Equality

Black Indigenous People Of Color



February 2017

**BC Forest
Safety Ombudsman
Releases Report
After A Tragic Logging Accident.**

Alaska Comparison

Alaska:

-760,000 residents

-31 air ambulance helicopters

-1 air ambulance helicopter for every 24,516 residents

British Columbia:

-5,000,000 residents

-4 air ambulance helicopters

-1 air ambulance helicopter for every 1,250,000 residents

BCAS/BCEHS Jurisdiction



SAR Jurisdiction



Air/Marine Emergencies
Humanitarian Aid



Inland Ground/Water SAR
Not Advanced Medical
Not Industry Unless
All Other Resources Exhausted

October 19, 2018



- Medicated his pain away
- Controlled anxiety/nausea
- Medicated his blood pressure to keep his spinal cord protected
- Vacuum spine board
- Ultrasound

- Rapid Transport With Ongoing Care
- Transport Time to Trauma Centre In 1/10 Traditional Transport time
- Patient Received Emergent Surgery



Outcome

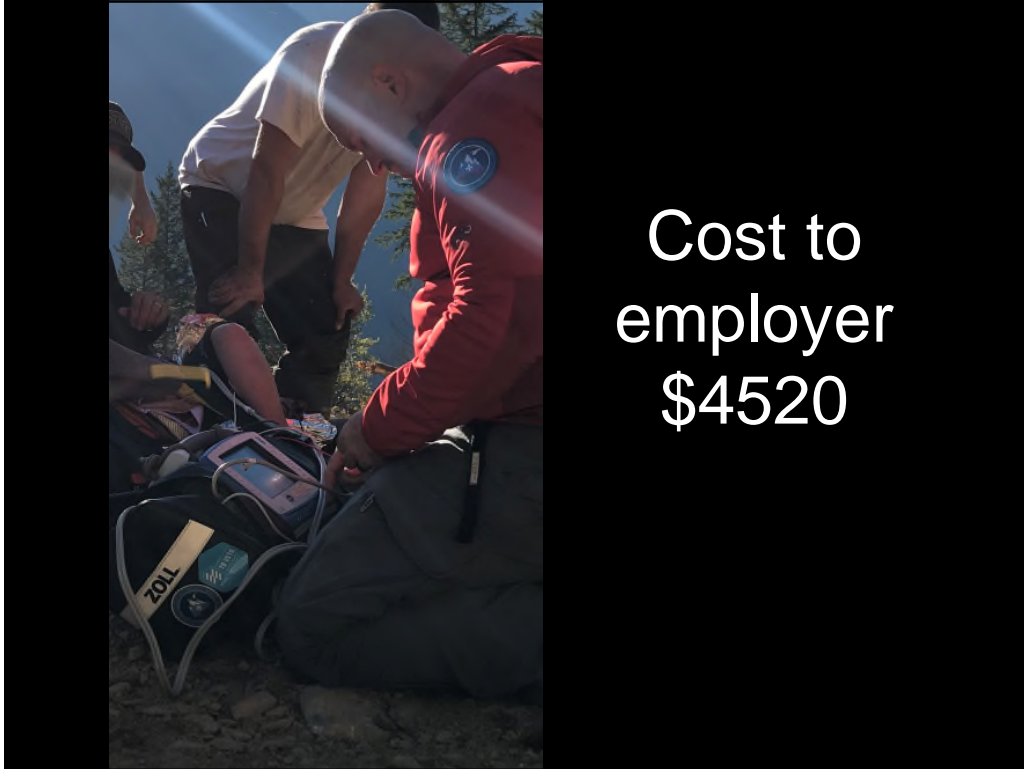
- Patient Received Emergent Surgery And Is Already Walking Again
- Prevented Extrication Paralysis
- Reduced Cost By Over \$9,000,000

Yesterday at 9:20 PM ·

Alicia Davis · 10/15/2020

Thank you - most people don't know what its like having a spouse work away doing something so dangerous - when he leaves i always ask whos gonna call - like if something goes south i want to know whos gonna tell me. sounds morbid but we have a family to look after. knowing you guys are out there makes the difference between walking out of a hospital and being wheeled out. Thank u

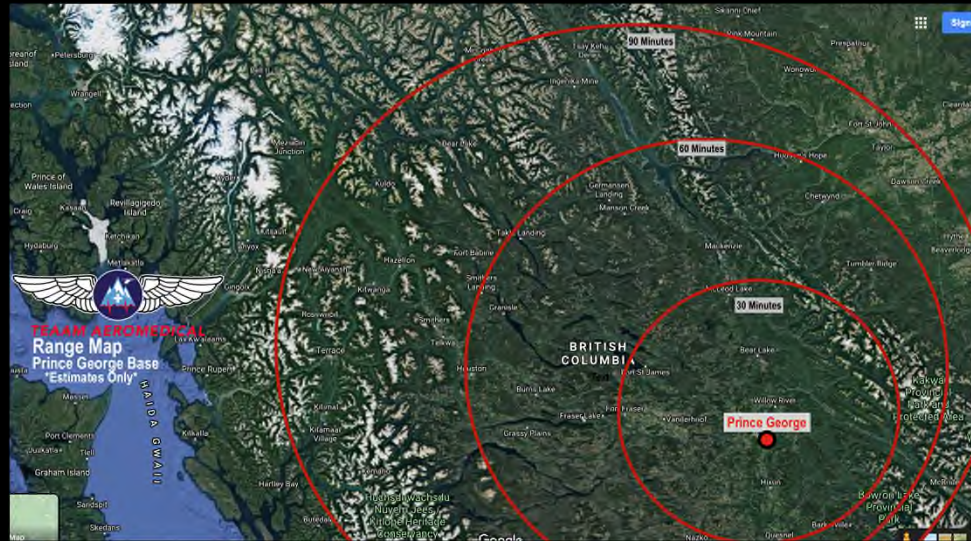
Yesterday at 10:07 PM · Seen Wed 10:07 PM · Sent from Web



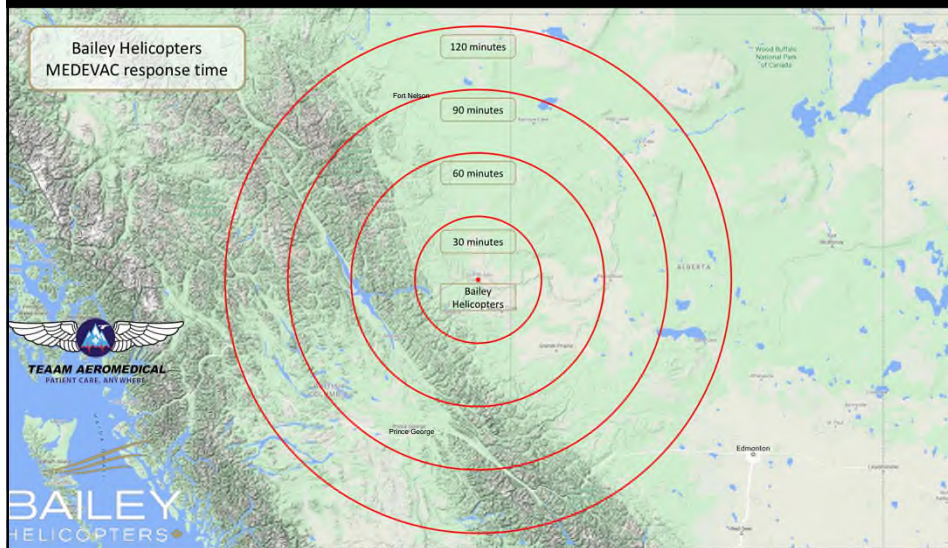
**TEAAM 1, Based In Squamish, Has The
Following Range.**



TEAAM 2, Based In Prince George, Will Have The Following Range:



TEAAM3 Fort St John Will Have The Following Range



- Paramedics/Nurses/Doctors
- Auto Ex Technicians
- Swift Water Rescue Techs
- Mountain Guides
- Rescue Technicians



**We Literally
Bring The
Emergency
Department
To The Accident Scene.**



Vacuum Spine Boards/Splints
Critical Care Medications
Cardiac Monitor
Automatic CPR Device
Ventilators
Ultrasound
Surgical Airways
Intubation
Auto Extrication
But Wait! There's More!

Experience



How Are We Different From STARS?



“they show up in work clothes and boots, not flight suits and loafers!!!”



WorkSafeBC Has Agreed
To Study Us And
Potentially Cover Our
Mission Costs
In The Near Future



We're
Legal
With TC

Meet and Exceed
Transport Canada Regs



We're
Legal
With
BCEHS



We Have An
Agreement
With CUPE
873



Funding Model.



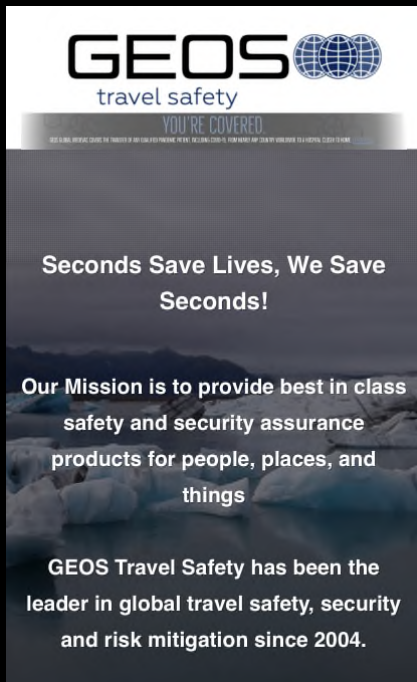
Supported With A Shared Approach By Canadian Forces, RCMP, Local Government, Patronages, Industry, Insurance, And Private Donations.


PATRONAGE PROGRAM

Based on Swiss Model

Like A Membership

Worker/Recreationalist



GEOS 
travel safety
YOU'RE COVERED.

Seconds Save Lives, We Save Seconds!

Our Mission is to provide best in class safety and security assurance products for people, places, and things

GEOS Travel Safety has been the leader in global travel safety, security and risk mitigation since 2004.

GEOS Travel Safety

Insurance based rescue
Via satellite device




GLOBAL + rescue

THE WORLD'S BEST TRAVEL PROTECTION

Global Rescue

Insurance Based
Rescue and
Repatriation



8 LINE MEDEVAC REQUEST FORM

1. Location of Scene (GPS Coordinates and recognized geographical features).
2. Radio frequency / Call Sign / Cell phone number of patient or responder on scene.
3. Number of patients by triaged severity.
4. Age of Patient(s).
5. Special equipment of personnel required. (Hoist / CDFL / Auto Ex / Guide)
6. Other responders responding to scene. (En Route / On Scene) and other aircraft operating in the area.
7. Method of marking scene. (Colour of clothing / Smoke / Lights / Strobes / Pyrotechnics / Panels etc)
8. Known hazards. (Cable Logging / Blasting / Towers / Power lines / Drones / Danger trees)

Call
TEAM
Directly

Benefits to Patient Care



- Rapid access to ALS/Critical Care
- Rapid Transport
- In Any Terrain

Sponsors



ZOLL [Privacy Policy](#) [Menu](#) [Search](#) [Globe](#)

TEAAM

Technical Evacuation Advanced Aero Medical Society (TEAAM) is an advanced life support Helicopter Emergency Medical Services (HEMS) non-profit that will respond to remote, austere wilderness and industrial settings. This is their story.

TEAAM Testimonial Video

ZOLL TEAAM Testimonial

1:08 / 2:25

The image shows a screenshot of a ZOLL website. The header includes the ZOLL logo and navigation links. The main content area features the TEAAM logo and a paragraph describing the organization. Below this is a video player titled 'TEAAM Testimonial Video' which is currently playing a video titled 'ZOLL TEAAM Testimonial'. The video player shows a red helicopter flying over a snowy mountain range. The video progress bar indicates the video is 2:25 long and is currently at 1:08.





Benefits To Government and WorkSafeBC Support.

For Every Life Altering Injury Or Illness, Rapid ALS And Transport Reduces Health Care Costs By Between \$1,000,000 and \$10,000,000.

WorksafeBC Costs Also Drop By a Commensurate Amount.



Benefits To Patron/Donor Support.

**Reliable, Consistent Service Levels.
Rapid Response Times.
Increased Safety.
Decreased Mortality.
Decreased Pain and Suffering.
Shorter Recovery Time.
Share the Costs With Other Donors.
Meet and Exceed WorkSafeBC Regulations.**



Benefits To Benefactor Donations.

Excellent Community PR.
Tax Benefits to Donation.

Program Costs Specific To North Peace



Challenges Specific to The North Peace

**Qualified Personnel
And Associated Costs**

Option A:

Fully Staffed Base

\$3,700,000

Initial Startup Costs \$350,000

**Includes Dedicated Aircraft
(flight time additional cost)**

Option B:

Partially Funded Base

\$1.9 million Per year

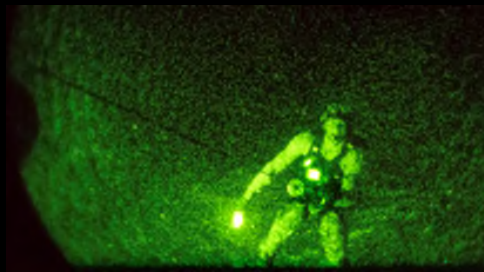
Initial Startup Costs \$350,000

Dedicated Staff

Does Not Include Dedicated Aircraft

Flight Time Is An Additional Cost

Night Operations



NVG Capability/Startup

3 Times the Pilots

2 Times the Medical/Rescue Staff

\$7.4 Million

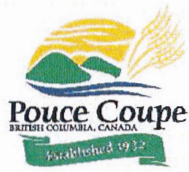
TEAAM AEROMEDICAL BASE STARTUP BUDGET			
Wish List			
<p>TEAAM Aeromedical Base Startup Budget Date: 2020, Aug 18</p>			
Description	Quantity	Unit Price	Cost
Autopulse	2	CA\$23,000	CA\$46,000
ALS Kits	2	CA\$ 3,000	CA\$ 6,000
Oxylator	2	CA\$ 600	CA\$ 1,200
Ventilator	2	\$ 32,000	\$ 64,000
Vacuum Spine Board	2	\$ 1,100	\$ 2,200
Portable Radios	5	1750	\$ 8750
Medical Supplies/Medications			\$ 5,000
Swift Water Safety Gear	9	\$ 2,000	\$ 18,000
Class D Training			CA\$10000
Cardiac Monitor	2	\$ 35,000	\$ 70,000
Uniforms	9	\$ 3,000	\$ 18,000
Rescue Guide Gear		\$ 25000	\$ 25000
Helicopter Intercom Set			CA\$6000
Point of Care Ultrasound			CA\$15000
Drop Bag (tent, stove, etc)			CA\$5000
Auto Ex Tools			CA\$50000
			CA\$325,150
		Total	CA\$350,150



We Want To
Support
The North Peace,
But We Need
Your Support
To Make It Happen

www.teaam.ca
admin@teaam.ca





CORPORATION OF THE VILLAGE OF POUCE COUPE

PO Box 190, Pouce Coupe, B.C. V0C 2C0
Telephone: (250) 786-5794 Fax: (250) 786-5257
www.poucecoupe.ca

October 7, 2020

Peace River Regional District
PO Box 810
Dawson Creek, BC V1G 4H8



RE: CIVIC NUMBERS

To the PRRD Board of Directors:

As an emergency organization, time is crucial in response to an emergency, and can have a huge impact on the outcome. Within our region I have found homes and properties that have no civic numbers to identify them, some that are not easily seen from the road, some on fence post, some on rocks, and some if it snows more than a foot they are covered.

I would ask the PRRD board to look into the implementing a standard that would address these issues.

I have attached an example of what some others have done, however as a group we can amend something like this that would fit our needs.

Civic Number Specifications 5.

- (1) The owner of a property shall keep posted on the property the assigned civic number.
- (2) The civic number shall be posted in the following manner:
 - (a) Civic numbers shall be in Arabic numerals only;
 - (b) The minimum height of numerals on residential properties shall not be less than 4 in. (100 mm);
 - (c) the minimum height of numerals on non-residential properties shall not be less than 8 in. (200 mm);
 - (d) the color of the numerals shall clearly contrast with the background upon which the numbers are displayed;
 - (e) The bottom of the numerals shall be a minimum of 48 in. (1.2 m) above grade;
 - (f) Civic numbers shall be displayed on the same side of a public street or private road as the property is located;

(g) Civic numbers shall be displayed in a location which is not obstructed from view when viewed from the closest place on the traveled portion of the public street or private road upon which the property is situated or from which it has access; from either direction

(h) Civic numbers shall only face towards the Public Street or private road upon which the property is addressed;

(i) Civic numbers shall be displayed in a horizontal orientation;

j) Civic numbers shall either be composed of highly reflective material or be effectively illuminated during the hours of darkness.



Sincerely,

Blair Deveau
Fire Chief
Pouce Coupe Fire Department



DIRECTOR REPORT

To: Chair and Directors

Report Number: DR-BRD-008

From: Director Hiebert

Date: September 23, 2020

Subject: North Central Local Government Association

PURPOSE / ISSUE:

To gather issues or concerns from the Regional Board to bring forward to the November 2020 North Central Local Government Association Board Meeting.

RECOMMENDATION / ACTION: *[Corporate Unweighted]*

That the Regional Board identify regional issues or concerns for presentation to the North Central Local Government Association Board for discussion or advocacy.

BACKGROUND/RATIONALE:

The North Central Local Government Association (NCLGA) is the advocacy body for all local government officials in North Central British Columbia, and represents over 240 elected officials in over 40 local governments. One of the roles of NCLGA is to address emerging issues, and help articulate members' perspectives & priorities to a broader audience. Emerging issues are gathered through outreach programs and communication with member communities.

The NCLGA Board meets four times a year. At each meeting, the Board discusses concerns brought forward by regional representatives and elected executives from across the region. The role of the PRRD representative appointed to the NCLGA Board is to bring regional concerns forward to the NCLGA Board, representing the following communities and un-incorporated areas in the region:

Altona	Osborn	Buick	Pink Mountain	Cecil Lake	Prespatou
Clayhurst	Rose Prairie	Clearview	Sikanni Chief	Flatrock	Trutch
Goodlow	Upper Cache	Montney	Upper Halfway	North Pine	Wonowon
Baldonnel	Grandhaven	Charlie Lake	Old Fort	Clairmont	Two Rivers
Arras	Kilkerran	Bessborough	One Island Lake	Cutbank	Rolla
Doe River	Tomslake	Farmington	Tower Lake	Kelly Lake	Tupper
East Pine	McLeod	Groundbirch	Moberly Lake	Hasler Creek	Pine Valley
Jackfish	Progress	Lone Prairie	Sunset Prairie		

City of Dawson Creek	City of Fort St. John	District of Hudson's Hope	District of Taylor
Village of Pouce Coupe	District of Chetwynd	District of Tumbler Ridge	

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.



REPORT

To: Chair and Directors

Report Number: ADM-BRD-089

From: Kori Elden, Executive Assistant/HR Generalist

Date: October 6, 2020

Subject: October 1, 2020 Health Care Scholarship Committee Recommendations

The following recommendations from the October 1, 2020 Health Care Scholarship Committee Meeting are being presented to the Regional Board for its consideration:

RECOMMENDATION #1: [Corporate Unweighted]

That the Regional Board authorize cooperative work with Northern Health and the BC Nurses' Union regarding the potential development of a survey on nursing staff that would assist in the recruitment and retention strategy of nurses in the region.

RECOMMENDATION #2: [Corporate Unweighted]

That the Regional Board authorize research into further promotion of the PRRD Health Care Scholarship program.

BACKGROUND/RATIONALE:

The draft minutes of the October 1, 2020 Health Care Scholarship Committee Meeting are on the Consent Calendar.

Recommendation #1

Please [click here](#) to access the Committee Agenda, please see Item 9.2 to review the report.

Additional Information: The Health Care Scholarship Committee met with Laura Baker, a representative of the BC Nurses' Union, on August 12, 2020, and a survey to determine nurses' needs was discussed. At the October 1, 2020 Committee Meeting, Director Rose recommended developing a survey for nurses in the Peace River Region regarding their needs and how to best support retention.

Recommendation #2

The Directors discussed increasing the intake and public knowledge of the PRRD Health Care Scholarship Program, and would like research to be conducted into available channels for additional promotion. This matter was previously discussed in 2019, which resulted in no further promotion taking place at the time. That summary report is attached for information.

ALTERNATIVE OPTIONS:

1. 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):

None at this time.

OTHER CONSIDERATION(S):

None at this time.

Attachment:

1. 2019 PRRD Scholarship Program Marketing Plan Report



REPORT

To: Health Care Scholarship Committee

Date: January 9, 2019

From: Kelsey Bates, Executive Assistant and Fran Haughian, Communications Manager

Subject: PRRD Scholarship Program Marketing Plan

RECOMMENDATION #1:

That the Health Care Scholarship Committee receive the January 9, 2019 report titled "PRRD Scholarship Program Marketing Plan" for discussion.

BACKGROUND/RATIONALE:

At the September 18, 2018 Health Care Scholarship Committee Meeting, the following resolution was passed:

That the Health Care Scholarship Committee recommend that the Regional Board develop a plan to market the region and scholarship programs to recruit health care professionals to the region, using the expertise of a third party health care recruitment professional; further, that the marketing and recruitment plan be brought back to the Health Care Scholarship Committee for endorsement prior to consideration by the Board.

The resolution was approved by the Regional Board on September 27, 2018.

The Communications Manager drafted a plan to put the resolution into action (attached) for the Committee to consider.

Alternatively, the Committee could consider having the promotional materials for the Region and the Health Care Scholarship program made in house by the Communications Department.

Below is a complete list of all the Health Care Scholarships and the marketing needs of each.

Name of Scholarship	Marketing Needs	Current Marketing Strategy
Health Care High School Scholarship	Needs to be marketed to high schools in Chetwynd, the North Peace, Prespatou, the North Peace, Tumbler Ridge and Hudson's Hope.	Materials are distributed to all the noted schools annually through the Community Services Department.
Health Care Assistant Scholarship	Needs to be marketed to student's graduating from Northern Lights College's Health Care Assistant program.	Materials are distributed to the Northern Lights College annually through the Community Services Department.

Northern Health Technical Career Support	Needs to be marketed to Northern Health employees in technical positions.	Scholarship is not yet active.
RN/RPN Return of Service Scholarship	Needs to be marketed to students from the North who are in their 3 rd year of nursing school.	Currently the PRRD hosts annual luncheons for nursing practicum students who are placed in Fort St. John and Dawson Creek.
RN/RPN Professional Development	Needs to be marketed to Northern Health employees with at least 3 years of service	Scholarship is not active yet.
LPN	Needs to be marketed to students in the Northern Lights College LPN program who are graduating.	Scholarship is not yet active.

Promotional materials are strategically distributed to local high schools, the Northern Lights College and Northern Health.

Currently, the Regional Board funds the following health care recruitment organizations/initiatives on an annual basis:

1. South Peace Health Services Society
2. North Peace Divisions of Family Practice
3. Northern Health
4. PRRD Health Care Scholarships program

The three organizations listed above help to recruit various health care professionals. They have the knowledge and expertise to strategically distribute the promotional materials. There is opportunity for the PRRD to approach these organizations to collaboratively distribute scholarship and regional promotional materials.

ALTERNATIVE OPTIONS:

1. That the Health Care Scholarship Committee recommend that the Regional Board not action resolution RD/18/09/12 (27) to market the PRRD Health Care Scholarships through a third party health care recruitment professional, and that the promotional materials be developed in house; further, that the PRRD approach the South Peace Health Services Society, the North Peace Division of Family Practice and Northern Health to explore the possibility of using the PRRD's promotional materials throughout their recruitment initiatives; further, that the PRRD Health Care Scholarships program as a whole be advertised through PRRD mediums, such as social media and press releases.
2. That the Health Care Scholarship Committee clearly define the parameters and timelines of a third party health care recruitment professional's duties in promoting the PRRD Health Care Scholarships program and the Peace Region; further, that the Committee recommend that the Regional Board issue a Request for Quotes for the scholarship program marketing initiative.

STRATEGIC PLAN RELEVANCE:

- ☐ Ensure that the Solid Waste Management Plan is operating on a fiscally defensible basis.
- ☐ Ensure effective execution of Public Safety and Emergency Services initiatives.
- ☐ Foster Collaboration on services with municipalities and electoral areas.
- ☐ Establish a strategy for coordinated advocacy on identified issues.
- ☐ Manage parks and trails in the region.
- ☐ Support the agricultural industry within the regional district.
- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

Currently, the PRRD supports health care professional recruitment, development and retention initiatives with annual funding in the amount of \$360,000, broken down as follows:

1. South Peace Health Services Society - \$75,000
2. North Peace Divisions of Family Practice - \$75,000
3. Northern Health - \$100,000
4. PRRD Health Care Scholarships - \$110,000

The cost of hiring a third party health care recruitment professional is unknown, and a Request for Quotes (RFQ) would need to be issued to evaluate the benefits versus the costs of such an endeavor.

The amount to hire a third party health care recruitment professional would exceed the annual budget of \$5,000 for marketing and events, which is currently utilized for annual student nurse promotional luncheons in Dawson Creek and Fort St. John. Additional funds would need to be allocated to the budget. Estimates range from \$75,000 - \$90,000.

COMMUNICATIONS CONSIDERATION(S):

The Committee may recommend that the Regional Board issue an RFQ for a third party health care recruitment professional to market the PRRD Health Care Scholarships program. This RFQ would be posted to BC Bid.

The Committee may recommend that the Regional Board not action the resolution to use a third party contractor and develop materials in house. In that event, staff would be in contact with the South Peace Health Services Society, the North Peace Division of Family Practice and Northern Health to explore options for collaboratively distributing the PRRD Health Care Scholarships program information and the Region's promotional materials in the most effective manner.

OTHER CONSIDERATION(S):

None.

Attachments:

1. Draft – Marketing the Health Care Scholarship Program



MARKETING THE HEALTH CARE SCHOLARSHIP PROGRAM

Purpose

The Peace River Regional District Board recognizes the need for health care professionals in the Region, and have developed the Health Care Scholarships program to improve the attraction and retention of such professionals. In addition to assisting in the recruitment of new health care professionals, the scholarships also encourage health care professionals in the region to expand their skills and education.

To further the goals of the Health Care Scholarship Committee and the Regional Board, the development and execution of a scholarship marketing plan has been approved. The objectives of the marketing plan are to inform students and professionals in the health care field of the bursaries and scholarships available through the PRRD, while promoting the Region as a whole.

The Plan

Hire a Professional	Develop a plan	Market the plan	Execute the plan	Evaluate the plan
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The Peace River Regional District (PRRD) will hire an individual and/or organization that specializes in marketing and health care professional recruitment.

The successful proponent will be tasked with developing a scholarship marketing plan and executing the plan.

The Health Care Scholarships and regional marketing plan will have clear goals and objectives to address:

- Marketing and promotion strategies;
- Timelines;
- Focused strategies;
- Strategic agency collaboration;
- Deliverables;
- Evaluation of the strategy;

Key Responsibilities of a Marketing Professional

- Research job fairs and/or job seminars.
- Attend job fairs, job seminars to market the programs.
- Arrange several marketing initiatives in advertising the program using various mediums such as social media, videos, newsletters and emails.
- Work with the PRRD Communications Department to develop messaging for promotional materials and supporting materials such as brochures, videos, pull-up banners.
- Go to universities/high schools/colleges to promote the applicable scholarship(s) to students.

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) 785-1111 Email: prrd.fsj@prrd.bc.ca

6. Work with Northern Health to promote professional development scholarships to their current employees.
7. Work with the Northern Lights College to promote scholarships targeted at their students.
8. Work with the local school districts to promote the program.
9. Promote the entire PRRD Health Care Scholarship program and market the Peace Region as a whole.

Essential Skills of a Marketing Professional

1. Excellent knowledge of the health care educational programs, hiring processes, timelines and facilities.
2. Excellent knowledge of the PRRD scholarship program.
3. Excellent organizational skills.
4. Strong oral and written communication skills.
5. Excellent interpersonal skills.
6. Ability to meet deadlines and targets.
7. Well organized, detail oriented and confident personality.
8. Background in marketing and health care professional recruitment.
9. Ability to create promotional materials, such as ads, videos and social media campaigns.
10. Ability to strategically promote specific scholarships to the ideal audiences at the appropriate times.



REPORT

To: Chair and Directors

Report Number: ADM-BRD-092

From: Paulo Eichelberger, GM of Environmental Services

Date: October 15, 2020

Subject: October 15, 2020 Rural Budgets Administration Committee Meeting Recommendations

The following recommendations from the October 15, 2020 Rural Budgets Administration Committee meeting are being presented to the Regional Board for its consideration:

RECOMMENDATION #1: [Corporate Unweighted]

That the Regional Board endorse the "Water Conservation in the Peace River Regional District" plan, dated August 2018, in support of the grant application to "Investing in Canada Infrastructure Program - British Columbia - Rural and Northern Communities Infrastructure" for the construction of a reclaim water system at the Charlie Lake Wastewater Treatment Facility.

RECOMMENDATION #2: [Corporate Unweighted]

That the Regional Board authorize submission of a grant application in the amount of \$2,000,000 for the construction of a reclaim water system at the Charlie Lake Wastewater Treatment Facility to the "Investing in Canada Infrastructure Program - British Columbia - Rural and Northern Communities Infrastructure" stream; further

That the Regional Board commit funding in the amount of \$1,000,000 to be paid from Electoral Area C Peace River Agreement Funds to the Charlie Lake Wastewater Treatment Facility.

BACKGROUND/RATIONALE:

The Regional District previously submitted an application to the Investing in Canada Infrastructure Program in 2018 towards the design and construction of a water reclaim facility at the Charlie Lake Wastewater Treatment Facility (the Facility). 26.67% of the potential project cost (or \$533,400) of Electoral Area C Peace River Agreement (PRA) money was committed towards the Facility in 2018 and is still on the books. As that particular grant application was unsuccessful, these monies need to be reassigned.

The Regional District awarded design of the reclaim water facility to Urban Systems on August 13, 2020. Part of the work includes compiling a pre-design to submit for a new grant application into the Investing in Canada Infrastructure Program – Rural and Northern Communities Infrastructure¹ (ICIP), due October 22, 2020. The project is deemed eligible under this grant as one of the stated outcomes is to "increase capacity to treat and/or manage wastewater."

¹ Grant application deadline is October 22, 2020 at 11:59pm.

The applicant must show that they can commit to at least 50% of the costs of construction. Based on estimates to date, the revised estimate for construction of the Facility is expected to be approximately \$2,000,000. To that end, it is recommended that the Rural Budgets Administration Committee (RBAC) authorize \$1,000,000 for construction of the water reclaim facility. This financial amount of \$1,000,000 will be reflected in the grant application.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Organizational Effectiveness
- ☒ Responsive Service Delivery

FINANCIAL CONSIDERATION(S):

Reserve Summary:

- PRA Reserve Area C:
 - (Uncommitted) \$2,771,800
 - (Currently committed) \$533,400
 - Total - **\$3,305,200**
- Other Available Reserves:
 - Gas Tax (Uncommitted) \$6,852,861
 - Fair Share Area C (Uncommitted) \$1,088,065

All stated reserves are applicable for capital infrastructure designed as an improvement to the rural community.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

1. The Regional District previously submitted a grant for funding for “Investing in Canada Infrastructure Program - British Columbia – Green Infrastructure Grant” on Feb 26, 2020. The results of this grant have been delayed to spring 2021. If approved, funding of a capital project can only occur if the works have not been tendered out for construction.
2. The Charlie Lake Wastewater Treatment Facility operates under Municipal Wastewater Regulation discharge #108540. In order for the reclaim facility to operate, a separate discharge authorization from the Ministry of Environment and Climate Change Strategy (MoECCS) is required. This will take some time to process and get approval.
3. Deadline for projects to be completed and operating under either program is five years after grant approval.
4. The grant application requires a copy of Board endorsement of a water conservation plan.

Given the above constraints, it is expected that detailed designs and associated tender packages will be completed in 2021 but tendering and construction will not occur until 2022.

Attachments:

1. Water Conservation in the Peace River Regional District Plan
2. RBAC Report: Charlie Lake Reclaim Water Facility - Funds Securement - ENV-RBAC-002



PEACE RIVER
REGIONAL DISTRICT

WATER CONSERVATION

IN THE PEACE RIVER REGIONAL DISTRICT

CONTACT

Shawn Dahlen

Acting Chief Administrative Officer

T: 250-784-3203

E: Shawn.dahlen@prrd.ca



Water Conservation Plan

The Peace River Regional District encompasses a broad, rural area in northeastern BC. As such, the District does not provide potable water to residents through a piped network, and many residents do not dispose of waste through a piped sanitary collection system. While the District's Official Community Plan identifies the conservation of natural resources, such as freshwater, as a primary goal, it does not have a formal water conservation plan in place.

The District residents, however, are motivated to conserve water due to a number of factors. Namely, many residents receive their potable water through either drilled wells or by hauling water from the City of Fort St. John's Bulk Water Loading Station and storing it in cisterns. The City of Fort St. John employs a full cost recovery rate structure that charges users for water on a per volume basis. Due to this high cost of purchasing and hauling water and the unreliable supply of well water, residents are inclined to adopt water conservation practices such as the use of low-flow fixtures, irrigation with rain water, shorter bathing times, and many other practical household strategies for reducing water consumption. The cost to haul water will continue to increase, thus it is reasonable to expect that residents will be motivated to continue such water conservation practices or further reduce water consumption.

Nearby users who haul their wastewater to the Charlie Lake Wastewater Treatment Plant, as well as those connected directly to the Charlie Lake Wastewater Collection System, pay a fee based on the volume of solid waste disposed of from holding and septic tanks, which encourages conservation as less water and wastewater disposed of indicates less water consumed.

Additionally, users who are directly connected to the Charlie Lake Wastewater Collection System also pay an annual fee for the conveyance and treatment of their effluent (fluid only) to the WWTP. The District is exploring options to move from a flat-rate structure to a volume-based rate structure, to encourage better conservation practices.

The District is also in the midst of constructing five potable water bulk fill stations in Area B. This project involves the upgrade of three existing raw water bulk fill stations to potable water standards and the construction of two new potable water bulk fill stations. Upon construction completion, those who obtain water from these bulk fill stations will be required to pay the District on a per-volume basis. The implementation of these user fees will likely result in lower water consumption as many users who previously obtained raw water at no cost will now pay for their water based on the amount they consume.

Should the District complete the reclaimed water facility at its Charlie Lake Wastewater Treatment Plant, it is likely that the rate of potable water use for non-potable uses in the region would decrease, thereby extending the useful life of potable water infrastructure.

The District is committed to promoting water conservation practices in the region and will continue to explore options for further action.



REPORT

To: Rural Budgets Administration Committee

Report Number: ENV-RBAC-002

From: Paulo Eichelberger, GM of Environmental Services

Date: October 15, 2020

Subject: **Attach - Charlie Lake Reclaim Water Facility - Funds Securement - ENV-RBAC-002.docx**

RECOMMENDATION #1:

That the Rural Budgets Administration Committee release \$533,400 from Peace River Agreement funds previously committed by the following resolution at the July 19, 2018 RBAC meeting:

MOVED, SECONDED and CARRIED

That the Rural Budgets Administration Committee commit funding for the portion of the Charlie Lake Reclaimed Water Facility project that is not eligible under the Canada-British Columbia Investing in Canada Infrastructure Program-Green Infrastructure: Environmental Quality Sub-stem Program, estimated at 26.67% of the total project cost, which is up to a maximum of \$2 million

RECOMMENDATION #2:

That the Rural Budgets Administration Committee approve a commitment of \$1,000,000, payable from Electoral Area C Peace River Agreement Funds - Spending Item #9 PRRD Sewer Services Assistance, to the Charlie Lake Sewer for the construction of a reclaim water system at the Charlie Lake Wastewater Treatment Facility.

RECOMMENDATION #3:

That the Rural Budgets Administration Committee recommend that the Regional Board endorse the "Water Conservation in the Peace River Regional District" plan, dated August 2018, in support of the grant application to "Investing in Canada Infrastructure Program - British Columbia - Rural and Northern Communities Infrastructure" for the construction of a reclaim water system at the Charlie Lake Wastewater Treatment Facility.

RECOMMENDATION #4:

That the Rural Budgets Administration Committee recommend that the Regional Board authorize a grant application for \$2,000,000 for the construction of a reclaim water system at the Charlie Lake Wastewater Treatment Facility be submitted to the "Investing in Canada Infrastructure Program - British Columbia - Rural and Northern Communities Infrastructure"; further

That the Regional Board commit funding in the amount of \$1,000,000 to be paid from Electoral Area C Peace River Agreement Funds to the Charlie Lake Wastewater Treatment Facility.

BACKGROUND/RATIONALE:

The Regional District previously submitted an application to the Investing in Canada Infrastructure Program in 2018 towards the design and construction of a water reclaim facility at the Charlie Lake Wastewater Treatment Facility (the Facility). 26.67% of the potential project cost (or \$533,400) of Electoral Area C Peace River Agreement (PRA) money was committed towards the Facility in 2018 and is still on the books. As that particular grant application was unsuccessful, these monies need to be reassigned.

The Regional District awarded design of the reclaim water facility to Urban Systems on August 13, 2020. Part of the work includes compiling a pre-design to submit for a new grant application into the Investing in Canada Infrastructure Program – Rural and Northern Communities Infrastructure¹ (ICIP), due October 22, 2020. The project is deemed eligible under this grant as one of the stated outcomes is to “increase capacity to treat and/or manage wastewater.”

The applicant must show that they can commit to at least 50% of the costs of construction. Based on estimates to date, the revised construction estimate of the Facility is expected to be approximately \$2,000,000. To that end, it is recommended that the Rural Budgets Administration Committee (RBAC) authorize \$1,000,000 for construction of the water reclaim facility. This financial amount of \$1,000,000 will be reflected in the grant application.

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Organizational Effectiveness
- ☒ Responsive Service Delivery

FINANCIAL CONSIDERATION(S):

Reserve Summary:

- PRA Reserve Area C:
 - (Uncommitted) - \$2,771,800
 - (Currently committed) - \$533,400
 - Total - **\$3,305,200**
- Other Available Reserves:
 - Gas Tax (Uncommitted) - \$6,852,861
 - Fair Share Area C (Uncommitted) - \$1,088,065

All stated reserves are applicable for capital infrastructure designed as an improvement to the rural community.

COMMUNICATIONS CONSIDERATION(S):

¹ Grant application deadline is October 22, 2020 at 11:59pm.

None identified.

OTHER CONSIDERATION(S):

1. The Regional District previously submitted a grant for funding for “Investing in Canada Infrastructure Program - British Columbia – Green Infrastructure Grant” on Feb 26, 2020. The results of this grant have been delayed to spring 2021. If approved, funding of a capital project can only occur if the works have not been tendered out for construction.
2. The Charlie Lake Wastewater Treatment Facility operates under Municipal Wastewater Regulation discharge #108540. In order for the reclaim facility to operate, a separate discharge authorization from the Ministry of Environment and Climate Change Strategy (MoECCS) is required. This will take some time to process and get approval.
3. Deadline for projects to be completed and operating under either program is five years after grant approval.
4. The grant application requires a copy of Board endorsement of a water conservation plan.

Given the above constraints, it is expected that detailed designs and associated tender packages will be completed in 2021 but tendering and construction will not occur until 2022.

Attachment

1. Water Conservation in the Peace River Regional District Plan



REPORT

To: Chair and Directors

Report Number: DS-BRD-079

From: Tyra Henderson, Corporate Officer

Date: October 13, 2020

Subject: Extension of Expanded Service Area – Jackfish Dundee’s

RECOMMENDATION: [Corporate Unweighted]

That the Regional Board support the extension of the Temporary Expanded Service Area for 1221916BC Ltd. – Licence No. 033874 (dba Jackfish Dundee’s) to serve alcohol on an approximately 12 ft. by 30 ft. area of their patio, from October 31, 2020, to October 31, **2021**.

BACKGROUND/RATIONALE:

At the August 13, 2020 Regional Board Meeting, approval was given to Jackfish Dundee’s to serve alcohol on their patio, under the Temporary Expanded Service Area program administered by the Liquor and Cannabis Regulation Branch. The Province of BC instituted the program in an effort to assist restaurants and bars to accept additional customers, and still comply with physical distancing requirements imposed in response to the COVID-19 pandemic.

The Liquor & Cannabis Regulation Branch has now advised that they will extend the temporary expanded service area, with local government approval, for an additional year.

As previously noted, temporary expanded service area authorizations will expand licenced areas only, and will not increase currently approved patron capacities or occupant loads. The occupancy limit of the facility is currently up to 150 persons. The restaurant/pub will need to continue to follow provincial orders regarding physical distancing and operational precautions.

Planning Considerations

Pursuant to PRRD Zoning Bylaw No. 1343, 2001, the property is zoned C-2 (General Commercial Zone). The proposal complies with all applicable zoning regulations. No Building Permits, Development Permits, or other planning approvals are required.

ALTERNATIVE OPTIONS:

1. That the Regional Board notify the Ministry of Attorney General, Liquor & Cannabis Regulation Branch that they wish to provide pre-approval for all liquor primary and manufacturer establishments within the Peace River Regional District who may apply for a temporary expanded service area.
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 Liquor and Cannabis Regulation Branch.

OTHER CONSIDERATION(S):

The Regional Board may wish to provide blanket approval for any temporary expanded service area applications within the PRRD. This would negate the need for each establishment contemplating an expansion to seek local government approval. The PRRD would advise the Liquor and Cannabis Regulation Branch (LCRB) of its support for temporary service expansion applications, and the LCRB would no longer require written approval from the PRRD for each application.



REPORT

To: Chair and Directors

Report Number: ADM-BRD-087

From: Kori Elden, Executive Assistant/HR Generalist

Date: October 5, 2020

Subject: Health Care Scholarship Committee Terms of Reference Amendment

RECOMMENDATION: [Corporate Unweighted]

That the Regional Board amend the Health Care Scholarship Committee Terms of Reference (ToR) to schedule annual committee meetings in January, to review statistics and discuss the budget, and October, to adjudicate the RN/RPN scholarship awards;

Further, that two additional annual meetings, scheduled for April and July, be added to the ToR and held until such a time that the Committee is satisfied with the performance of the Health Care Scholarship Program.

BACKGROUND/RATIONALE:

At the October 1, 2020 meeting, Director Rose recommended that the Committee meet on a regularly scheduled basis. As a result, the following resolution passed:

MOVED, SECONDED, and CARRIED

That the Health Care Scholarship Committee schedule permanent bi-annual committee meetings in January, to review statistics and discuss the budget, and October, to adjudicate the RN/RPN scholarship awards; further, that two additional bi-annual meetings be scheduled in April and July until such a time that the Committee is satisfied with the performance of the scholarship programs.

The Committee gave direction that the Terms of Reference be updated accordingly. The proposed amendments are provided as an attachment for the Regional Board's consideration. New information is highlighted in yellow and information that is proposed for removal is ~~stricken~~.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

There are minor budget implications of a \$112 fee per Director, per meeting.

COMMUNICATIONS CONSIDERATION(S):

If approved, the Regional Board's decision will be reflected in the 2021 meeting calendar and the updated Terms of Reference will be posted on the PRRD's website.

OTHER CONSIDERATION(S):

None at this time.

Attachments:

1. Draft Amended Health Care Scholarship Committee Terms of Reference



Health Care Scholarship Committee Terms of Reference

1. Role of the Committee:

1.1 The roles of the Committee include, but are not limited to:

- a. Facilitating the distribution of grants to medical students;
- b. Implementing Board initiatives to recruit and retain health care professionals in the Peace River Region;
- c. Adjudicate RN/RPN health care scholarship applications, and other scholarships as necessary;
- d. Making health care related recommendations to the Board, including the expansion or reduction of scholarship program(s), as necessary;
- e. Managing the scholarship budget, as approved by the Board, to disperse funds to participants of various health care education programs.

2. Structure of the Health Care Scholarship Committee:

2.1 Members: The HCSC will consist of four (4) Board members, appointed by the Board, representing each area:

- a. A representative of a municipality in the South Peace;
- b. A representative of a municipality in the North Peace;
- c. An Electoral Area Director from the South Peace (Area D or E);
- d. An Electoral Area Director from the North Peace (Area B or C);
- e. The meetings will be chaired by a Committee member elected by the Committee participants on an annual basis at the first meeting of the calendar year;
- f. A Vice-Chair will be elected by the Committee participants, from current Committee members, on an annual basis;
- g. In the absence of the Chair, the Vice-Chair will chair the meetings;
- h. The Chair and/or Vice-Chair will be eligible to vote at all meetings;
- i. Appropriate Regional District staff person(s) – non-voting.

3. Meetings:

3.1 The Committee shall meet annually in January, April, July and October as follows:

- a. January: to review program statistics and discuss budget.
- b. October: to adjudicate the RN/RPN scholarship awards.
- c. April/July: additional meetings that are to be held regularly until such a time that the Committee is satisfied with the performance of the scholarship programs.

3.2 The Committee shall meet on an as needed basis and Additional meetings may be requested by or through the Chief Administrative Officer by any member of the Committee.

3.3 Meetings will be open to the public, unless authorized to be closed as per Section 90 of the *Community Charter*.

- 3.4 Items for the regular agenda must be provided to Administration one (1) week prior to the scheduled meeting.
- 3.5 The PRRD Board will receive Committee meeting Minutes via the Board Agenda Consent Calendar.

4. Committee Organization

- 4.1 Quorum – at least 3 out of 4 members of the Committee.
- 4.2 Voting – all options and recommendations shall be determined by majority vote, with recommendations and options being forwarded to the Regional Board for consideration and action.
- 4.3 Tie votes will be defeated.
- 4.4 Any procedure not covered here will follow the PRRD Board Procedure Bylaw.

Date Committee Established		Board Resolution #	
Date TOR Approved by Board	June 14, 2018	Board Resolution #	RD/18/06/23
Amendment Date		Board Resolution #	
Amendment Date		Board Resolution #	
Amendment Date		Board Resolution #	



REPORT

To: Chair and Directors

Report Number: ADM-BRD-090

From: Tyra Henderson, Corporate Officer

Date: October 13, 2020

Subject: Proposed 2021 Board Meeting Schedule

RECOMMENDATION #1: [Corporate Unweighted]

That the Regional Board approve the 2021 Board Meeting Schedule as presented.

RECOMMENDATION #2: [Corporate Unweighted]

That the Regional Board host an Interprovincial Meeting on April 21, 2021, with the format to be determined based on COVID-19 related measures.

BACKGROUND/RATIONALE:

The attached 2021 Board Meeting Schedule has been prepared to provide advance notice of Board meetings in the coming year. Consideration was given to annual conferences such as UBCM, FCM, BC Natural Resources Forum, and others, though not all conflicts were avoided. Alternate Directors may be called to attend meetings in place of Directors in the case of conflicting schedules.

Board Meetings are scheduled on the second and fourth Thursday of the month whenever possible, with longer periods between some meetings due to statutory holidays, conferences, etc. One meeting per month is proposed for the months of June to September.

Although Board Meetings have historically been scheduled to be held in Fort St. John each quarter, all meetings were relocated to the PRRD Boardroom in Dawson Creek in 2020 to accommodate COVID-19 safety measures and related technological requirements. As the PRRD Boardroom in Dawson Creek is equipped to accommodate virtual presentations and has physical distancing safeguards in place, it is proposed that quarterly meetings resume in Fort St. John in June 2021.

Committee of the Whole meetings are typically held in conjunction with the second Board meeting of each month; or scheduled as and when required.

One additional meeting is proposed for February, (Wednesday, February 17) as a Special Budget Meeting.

One additional meeting is proposed in April to host colleagues from Alberta, as a Special (Interprovincial) Meeting on Wednesday, April 21st.

UBCM is scheduled for September 13-17 in 2021.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Partnerships
- ☒ Inter-provincial collaboration with Alberta local governments

FINANCIAL CONSIDERATION(S):

Board Meeting expenses (venue rental and meal catering) are allocated in the annual Financial Plan. The annual budget in 2020 was \$54,750. As of September 22, 2020, \$7,744 had been spent.

COMMUNICATIONS CONSIDERATION(S):

In compliance with Board Procedure Bylaw No. 2200, 2015, the Board Meeting schedule will be posted on PRRD Notice Boards, advertised in local media, posted to the PRRD web page, and distributed to stakeholders as appropriate.

OTHER CONSIDERATION(S):

None at this time.

Attachments:

1. Draft 2021 Board Meeting Schedule

2021 DRAFT BOARD MEETING SCHEDULE

JANUARY						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
BC Natural Resource Forum Jan 26-28, PG						

FEBRUARY						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

MARCH						
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL						
S	M	T	W	T	F	S
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
CoFI, Apr 7-9, Vancouver						
Interprovincial, April 21, Dawson Creek						

MAY						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
Minerals N Conf, May 19-21, Kitimat						
NCLGA, date TBD, Prince George						

JUNE						
S	M	T	W	T	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
FCM, date TBD, Montreal						

JULY						
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25	26	27	28	29	30	31

AUGUST						
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29	30	31				

SEPTEMBER						
S	M	T	W	T	F	S
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
UBCM Sept 13-17, Vancouver						

OCTOBER						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

NOVEMBER						
S	M	T	W	T	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

DECEMBER						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

	Board Mtg - Dawson Creek
	Board Mtg - FSJ
	Annual conference
	Statutory Holiday

PEACE RIVER REGIONAL DISTRICT BOARD 2021 DRAFT MEETING SCHEDULE

January 14	Dawson Creek
January 28	Dawson Creek
February 11	Dawson Creek
February 17 – Special Budget Meeting - Wednesday	Dawson Creek
February 25	Dawson Creek
March 11	Dawson Creek
March 25	Dawson Creek
April 15	Dawson Creek
April 21 – Special Interprovincial Meeting – Wednesday	Dawson Creek
April 29	Dawson Creek
May 13	Dawson Creek
May 27	Dawson Creek
June 17	Fort St. John
July 22	Dawson Creek
August 12	Fort St. John
September 9	Dawson Creek
October 7	Dawson Creek
October 21	Dawson Creek
November 4	Dawson Creek
November 18	Dawson Creek
December 2	Dawson Creek
December 17 – Friday	Fort St. John

Dawson Creek meetings take place at the Peace River Regional District Head Office in the Boardroom, 1981 Alaska Avenue, Dawson Creek, BC.

Fort St. John meetings take place at the Pomeroy Hotel & Conference Centre, 11308 Alaska Road, Fort St. John, BC, with the exception of the December 17th meeting which will be held at the Northern Grand Hotel, 9830 100 Avenue, Fort St. John, BC.

Prior to the second meeting of each month a Committee of the Whole meeting is scheduled, if required.



REPORT

To: Chair and Directors

Report Number: CS-BRD-024

From: Trish Morgan, General Manager of Community Services

Date: October 6, 2020

Subject: Sponsorship & Naming Rights Policy

RECOMMENDATION: [Corporate Unweighted]

That the Regional Board authorize that a sponsorship and naming rights policy for PRRD assets be developed for its consideration.

BACKGROUND/RATIONALE:

At the September 22, 2020 Chetwynd Civic Properties Commission (CPC) Meeting, the following resolution passed:

MOVED, SECONDED, and CARRIED

That the Civic Properties Commission requests to the Peace River Regional Board that a Sponsorship and Naming Policy be developed for all Peace River Regional assets.

The CPC is working towards obtaining grants to develop a spray park on the Chetwynd Recreation Centre grounds. The project was budgeted for in the PRRD's Annual Financial Plan in 2020, subject to receiving 100% grant or sponsorship funding for the project. In doing so, the CPC was approached by a potential sponsor who has offered funding, subject to naming rights for five years.

Without a policy in place, there are no guidelines to follow and it makes it challenging for the Regional Board and Commissions to assess options related to sponsorships and naming rights. It is recommended that the policy be established to outline the requirements and process for consideration of sponsorships for all PRRD assets, whether managed directly by the PRRD or overseen by a Commission.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Organizational Effectiveness
 - ☒ Comprehensive Policy Review
- ☒ Partnerships
 - ☒ Collaboration with Local and First Nations governments

FINANCIAL CONSIDERATION(S):

A policy is expected to create a financial benefit to the PRRD and taxpayers over the long-term.

COMMUNICATIONS CONSIDERATION(S):

Once a policy has been established, it will be communicated to the community and potential sponsors of PRRD assets.

OTHER CONSIDERATION(S):

The PRRD and its partners are working towards a number of initiatives that could benefit from a sponsorship and naming rights policy, such as the:

1. Chetwynd Recreation Centre Spray Park;
2. North Peace Leisure Pool Replacement Project;
3. Kelly Lake Community Centre Renovation;
4. Charlie Lake Reclaimed Water Facility; and
5. upgrades to regional parks.



REPORT

To: Chair and Directors

Report Number: CS-BRD-025

From: Trish Morgan, General Manager of Community Services

Date: October 6, 2020

Subject: NPLP Facility Replacement Steering Committee Terms of Reference

RECOMMENDATION #1: [Corporate Unweighted]

That the Regional Board approve, in principle, the following amendments to the draft “North Peace Leisure Pool Replacement Steering Committee Terms of Reference”:

1. Adding the parameter that quorum must include at least one participant from each local government represented on the Steering Committee.
2. Adding language for consensus decisions, with majority vote determinations to be used only where consensus cannot be found.
3. Adding item 8.4, which states that “all meeting agendas, meeting minutes and reports be forwarded to local governments who are members of the Steering Committee for information.”

Further, that the draft amended Terms of Reference (ToR) 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 the District be requested to appoint two members of their Council to the Steering Committee; finally,

That should both the City and the District both approve the amended ToR, that it come back to the Regional Board for formal adoption.

RECOMMENDATION #2: [Corporate Unweighted]

That the Regional Board appoint Mayor Lori Ackerman and Councillor Trevor Bolin to the “North Peace Leisure Pool Replacement Steering Committee”, as per the recommendation from the City of Fort St. John.

BACKGROUND/RATIONALE:

Following the August 13, 2020 Regional Board Meeting, the Terms of Reference (ToR), adopted in principle by the Regional Board, for the North Peace Leisure Pool Replacement Steering Committee were sent to the City of Fort St. John and District of Taylor for approval and feedback.

The City of Fort St. John approved the ToR, and appointed Mayor Lori Ackerman and Councillor Trevor Bolin to the Committee.

The District of Taylor provided feedback to the first draft of the ToR, which has been included in the amendments; these changes are highlighted in yellow in the attachment. If the amendments are

approved, the ToR will be sent back to each of the Councils for final approval, with a request for the District of Taylor to appoint two members to the Committee. The Regional Board will have final consideration of approval of the ToR after that time.

Note that all agendas, minutes and reports will be publicly available on the PRRD's website on the "Agendas and Minutes" webpage. Further, once the second round of public consultation is started the PRRD's [North Peace Leisure Pool Replacement Study Engage Page](#) will be updated. Elected officials appointed to the Committee will be sent agendas, minutes and reports directly, as well as to their staff who are supporting them on the Committee. Regional District staff will be responsible for all administration related to the Committee.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Partnerships
- ☒ Collaboration with Local and First Nations governments

FINANCIAL CONSIDERATION(S):

In 2018, \$200,000 was requisitioned for a feasibility study, and approximately \$100,000 remains in that fund to complete the project.

COMMUNICATIONS CONSIDERATION(S):

None.

OTHER CONSIDERATION(S):

On June 25, 2020 the Regional Board passed the following resolution:

MOVED, SECONDED, and CARRIED

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

On July 9, 2020 the Regional Board passed the following resolution:

MOVED, SECONDED, and CARRIED

That the Regional Board authorize that the Terms of Reference for the North Peace Leisure Pool Steering Committee include membership as follows:

- a) The Area B Director and Alternate Director

- b) The Area C Director and Alternate Director
- c) Two (2) council members from the City of Fort St. John.
- d) Two (2) council members from the District of Taylor.

On August 13, 2020 the Regional Board passed the following resolution:

MOVED, SECONDED, and CARRIED

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.

Attachments:

1. North Peace Leisure Pool Facility Replacement Committee Draft Amended Terms of Reference
2. Sept. 22, 2020 Letter from City of Fort St. John re: Appointment of Members to Committee
3. Oct. 5, 2020 Letter from District of Taylor re: NPLP Steering Committee ToR



**North Peace Leisure Facility Replacement Steering Committee
Terms of Reference**

1. Goal

- 1.1 To oversee the development of a concept for the replacement of the North Peace Leisure Pool, with the possible inclusion of additional recreation amenities.

2. Purpose/Scope

- 2.1 To act as an advisory committee and provide recommendations, input, and feedback to the Peace River Regional District Board (PRRD) at key milestones for the duration of the planning and development phases of the North Peace Leisure Pool replacement project (the “project”).
- 2.2 The Steering Committee, with the assistance of a qualified consulting firm and staff support, will provide advice to the Regional Board on:
 - a. Recreational amenities for possible inclusion in the facility; such as:
 - i. a swimming pool;
 - ii. a full size gymnasium;
 - iii. indoor play space, dynamic movement gym;
 - iv. a large multi-purpose room;
 - v. a fieldhouse; and/or
 - vi. a library.
 - b. A space program, conceptual design and site options;
 - c. Optimal sizing of a facility, anticipated operating and capital costs, and phasing options;
 - d. Business model, market demand, governance, service philosophy, and partnership considerations;
 - e. Service area boundary options; and
 - f. Options for methods of assent.
- 2.3 The Steering Committee will assist in supporting the public consultation process.

3. Accountability

- 3.1 The Steering Committee members are accountable for the North Peace Leisure Facility Replacement Project and will:
 - a. determine annual resource requirements and recommend a budget to the PRRD Board;
 - b. provide feedback and guidance to the consultant(s); and
 - c. adhere to reporting requirements (See Section 8).

4. Steering Committee Organization

- 4.1 The meetings will be chaired by a Steering Committee member who is elected by the Steering Committee members annually at the first meeting after November 1st each year. The Chair will be the spokesperson for the project.
- 4.2 Staff and consultants may attend meetings in an advisory support role only.
- 4.3 A simple majority, one Steering Committee member more than 50%, shall constitute quorum and must include at least one participant from each local government represented on the Steering Committee.
- 4.4 All options and recommendations shall be sought to be determined first by consensus and then if consensus cannot be reached by majority vote, with recommendations and options being forwarded to the Regional Board for consideration and action.
- 4.5 The Steering Committee may ask its members to indicate their support for decisions via email, in the event that the Steering Committee member is not able to attend; however, email indication of support shall not be considered a vote nor binding on the Steering Committee members in attendance and voting at any meeting.

5. Membership

- 5.1 The North Peace Leisure Facility Replacement Steering Committee will consist of:
 - a. the PRRD Area B Electoral Area Director;
 - b. the PRRD Area B Alternate Director;
 - c. the PRRD Area C Electoral Area Director;
 - d. and the PRRD Area C Alternate Director;
 - e. Two (2) Council Members appointed by the City of Fort St. John; and
 - f. Two (2) Council Members appointed by the District of Taylor.

6. Member Responsibilities

- 6.1 Members will assist with public consultation including taking part in public engagement events (on-line and/or in-person) and media interviews. The Steering Committee Chair will be designated the lead member with respect to interviews, but may designate other Committee members to act in their place.
- 6.2 Members will report back to their respective communities with updates on the project and to gain feedback from their local government.
- 6.3 Members will engage in opportunities for sponsorships.
- 6.4 Members will engage in opportunities for partnerships.
- 6.5 Members will act as official liaisons for the project and engage with other levels of government and First Nations.

7. Meetings

- 7.1 The Steering Committee shall meet regularly, as agreed upon and approved by Steering Committee resolution, or at the call of the Steering Committee Chair.
- 7.2 Items for the meeting agenda must be provided to Administration one (1) week prior to the scheduled meeting;
- 7.3 PRRD staff will distribute meeting agendas prior to a scheduled meeting.
- 7.4 PRRD staff will attend to record the minutes of the meetings.
- 7.5 Meeting minutes will be circulated to members, and approved at subsequent meetings.

8. Reporting Requirements

- 8.1 At minimum, the Steering Committee will provide a bi-annual report to the Regional Board, and will provide any additional progress reports, updates or formal reports, as required from time to time by the Regional Board – or if deemed advantageous to the Steering Committee for issues management or seeking Board endorsement or direction on any issue not clearly delegated to the Steering Committee.
- 8.2 Steering Committee meeting minutes will be included on Regional Board meeting agendas.
- 8.3 All items delegated to the Steering Committee for consideration or inquiry through these Terms of Reference will be forwarded to the Regional Board in the form of a recommendation from the Steering Committee, for the Regional Board's consideration, prior to any action being undertaken.

8.4 All meeting agendas, meeting minutes and reports be forwarded to local governments who are members of the Steering Committee for information.

9 Stakeholders

- 9.1 The Steering Committee will solicit input from, and provide feedback to, stakeholders as broadly and effectively as can efficiently be done, including but not limited to:
 - a. social media;
 - b. meetings (one-on-one, group, public); and/or
 - c. open door policy for input from community members.

Date Steering Committee Established	June 25, 2020	Board Resolution #	RD/20/06/27 (25)
Date Approved Board		Board Resolution #	
Amendment Date		Board Resolution #	
Amendment Date		Board Resolution #	
Amendment Date		Board Resolution #	

September 22, 2020

File # 0400-50

Via email: prrd.dc@prrd.bc.ca

Peace River Regional District
Box 810, 1981 Alaska Avenue
Dawson Creek, BC V1G 4H8

Attention: Trish Morgan

Dear Ms. Morgan:

Re: Approval of Steering Committee Terms of Reference and Appointment of Members

At the City of Fort St. John September 14, 2020 Regular Council meeting, Council approved the terms of reference for the North Peace Leisure Pool Facility Replacement Steering Committee and has appointed the following Council members to the committee:

Mayor Lori Ackerman (lackerman@fortstjohn.ca)
Councillor Trevor Bolin (tbolin@fortstjohn.ca)

If you require additional information, please contact me at jprestley@fortstjohn.ca or (250) 787-8153.

Yours truly,

Janet Prestley
Director of Legislative and Administrative Services



DISTRICT OF TAYLOR

www.DistrictofTaylor.com

Box 300, Taylor, BC V0C 2K0

DISTRICT OFFICE
10007 - 100A Street

Phone: (250) 789-3392
Fax: (250) 789-3543

October 5, 2020

Peace River Regional District
Attn: Trish Morgan, General Manager of Community Services
Box 810, 1981 Alaska Avenue
Dawson Creek, BC V1G 4H8

Dear Ms. Morgan,

Re: North Peace Leisure Pool Facility Replacement Steering Committee Terms of Reference

Please be advised that the draft North Peace Leisure Pool Facility Replacement Steering Committee Terms of Reference were reviewed at the District of Taylor Committee of the Whole Meeting held on Tuesday, September 8, 2020, and the following feedback was provided by the Committee. The Committee requested that the following suggested changes to the Terms of Reference be considered:

- Amend the terms of reference to include the Peace River Regional District and member local governments in the receipt of information from the Steering Committee on recommendations, input, feedback, advice, options, and reports. The intent of this amendment is to ensure that any information being reported by the Steering Committee to the Peace River Regional District Board of Directors is also distributed to member local governments for review. Applicable sections for the suggested amendment would include 2.1, 2.2, 3.1, 4.4, 8.1, 8.2, and 8.3.
- **Steering Committee Organization: Section 4.3:** Quorum must consist of at least one participant from each local government to ensure that member local governments are represented throughout the decision making process. In addition, quorum must consist of sufficient Steering Committee member participants, so that more than half of the Committee representatives are in attendance throughout the decision making process.
- **Steering Committee Organization: Section 4.4:** Include a statement in the terms of reference related to voting options to provide opportunity to obtain consensus prior to voting, and that if consensus cannot be obtained then a vote will take place.

The District of Taylor looks forward to working collaboratively with the Peace River Regional District and participating municipalities on the North Peace Leisure Pool Facility Replacement Project. The proposed amendments described above will encourage more positive and effective communication between all parties.

If you wish to further discuss the suggested amendments, please contact me by telephone at (250) 789-3392 or at ayoung@districtoftaylor.com.

Sincerely Yours,


Andrew Young, MCIP/RPP
Chief Administrative Officer

c: PRRD Directors
District of Taylor Council



REPORT

To: Chair and Directors

Report Number: ENV-BRD-017

From: Paulo Eichelberger, GM of Environmental Services

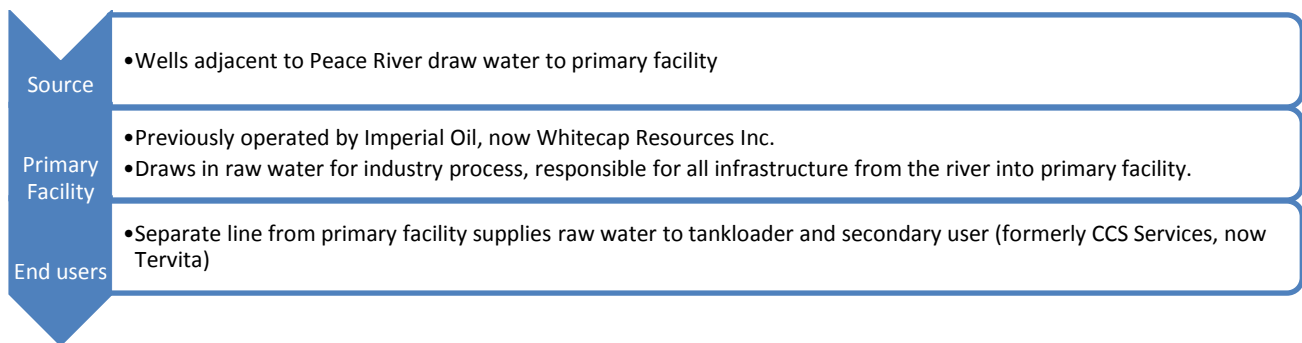
Date: September 28, 2020

Subject: Boundary Lake Modification of Water Supply License Agreement**RECOMMENDATION: [Corporate Weighted]**

That the Regional Board approve the “Modification of Water Supply License Agreement” for the Boundary Lake Tankloader Facility, which amends the 2005 “Water Supply License Agreement” to reflect updated stakeholder names, related payment terms, termination notice, and clauses regarding discontinuance of site operations; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement.

BACKGROUND/RATIONALE:

The Peace River Regional District currently operates four potable water tankloader facilities that supply water to Electoral Area B residents. One of these systems is located at 1105 Cecil Lake Road and is known as the Boundary Lake Tankloader Facility. This system is unique as it is supplied by an adjacent facility, independent from the PRRD, through a raw water line. The system has been in place for many years, and in that time both the raw water supplier and secondary user downstream of the station have changed hands, as shown below:



The 2005 Water Supply License Agreement, for use of the raw water supplying the PRRD potable water treatment system, has been amended as follows:

- The names of the various stakeholders have been updated.
- New water use and power rates are to be paid to Whitecap:
 - \$1.50/m³ of raw water paid by the PRRD to Whitecap Services for the raw water supply.
 - Power usage by the tankloader, as tracked on a separate meter and based on Whitecap’s BC Hydro equivalent demand charge and average monthly charge plus 5%¹.
- Section 13 (Discontinuance of Plant Operations) has been updated such that if Whitecap discontinues its Plant Operations, negotiations will occur with the PRRD for transfer of the water

¹ The tankloader has historically drawn power from the Whitecap facility.

pipeline and associated facilities or, if Whitecap changes water source, it will continue to provide fresh water to the tankloader facility subject to the PRRD's approval.

4. Section 17 (Termination) now allows for 12 months' written notice, on the part of Whitecap or the PRRD, to end the contract.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

PRRD charges \$3.00/m³ of treated water purchased by customers.

PRRD Charges Under Agreement	Cost Per Unit	Est. Cost Per Year (based on usage/power rates)
Water supply	\$1.50/m ³	\$14,400
Station power consumption		\$5,000

The PRRD's cost of operating the tankloader facility is approximately \$97,400 per year (\$19,400 under the Whitecap Agreement plus \$78,000 (2020 Budget) in general operations and maintenance), versus \$29,000 in annual revenue.

COMMUNICATIONS CONSIDERATION(S):

None identified.

OTHER CONSIDERATION(S):

Historically, Imperial Oil/Whitecap provided the raw water and power to the PRRD free of charge. With the change in stakeholders, the new rate (\$1.50/m³) and the power cost noted above were based on a portion of estimated costs for Whitecap to maintain their pump system and guarantee water supply to the PRRD tankloader.

Attachments:

1. 2020 Modification of Water Supply License Agreement
2. 2014 Assignment Agreement - Imperial to Whitecap
3. 2005 Water Supply License Agreement – Boundary

MODIFICATION OF WATER SUPPLY LICENSE AGREEMENT

THIS AGREEMENT dated for reference _____, 20__ is

BETWEEN:

WHITECAP RESOURCES INC., 3800, 525-8 Avenue SW Calgary, AB T2P 1G1

(**"Whitecap"**)

AND:

PEACE RIVER REGIONAL DISTRICT, Box 810-1981 Alaska Ave., Dawson Creek, BC
V1G 4H8

(the **"Regional District"**)

WHEREAS:

- A. Whitecap operates a Water Injection Pump Station (the "Plant") in the Peace River Regional District on land legally described as LSD 15-26-84-14 W6M;
- B. For the purpose of operating the Plant, Whitecap uses water which it draws through a pipeline (the "Pipeline") from wells (the "Wells") located near the Peace River some distance from the Plant;
- C. Pursuant to a Water Supply License Agreement with an effective date of January 1, 2005 (the "Water Supply Agreement"), the previous operator of the Plant, Imperial Oil Resources, granted the Regional District the rights necessary to obtain water from Imperial Oil's facilities in order to provide water to the public and other users;
- D. Pursuant to an assignment agreement dated for reference May 1, 2014 (the "Assignment Agreement"), Whitecap agreed to assume and be bound by, observe and perform all terms and covenants of the Water Supply Agreement to be observed and performed by Imperial Oil Resources;
- E. The Regional District entered into an agreement dated April 6, 2005, with Tervita Corporation (at the time known as CSS Energy Services) under which Tervita agreed to assist the Regional District in constructing water supply infrastructure in exchange for the Regional District providing Tervita with fresh water from the Pipeline to its Boundary Lake Facility and the Regional District continues to supply water to Tervita under such agreement; and
- F. Whitecap and the Regional District wish to modify the Water Supply Agreement in the manner set out below.

NOW THEREFORE in consideration of the payment of \$10.00 by the Regional District to Whitecap, and other good and valuable consideration, the receipt and sufficiency of which Whitecap acknowledges, Whitecap and the Regional District agree as follows:

1. The Water Supply Agreement is modified as follows:

(a) by deleting Recital F. and replacing it with the following:

F. The Regional District has also requested that Whitecap allow it to supply water for industrial and other purposes to Tervita Corporation's ("Tervita"), formerly known as "Canadian Crude Separators" and "CCS Energy Services", Boundary Lake facility, which is located at 15-26-084-14W6M.

(b) in the second sentence of section 2., by adding the words "and Tervita" between the word "public" and the words "both through the".

(c) in the fourth line of section 3., by adding the ", Tervita" between the word "public" and the words "and other users".

(d) by inserting the following after section 5. as sections 5A. and 5B.:

5A. As a contribution towards Whitecap's operating costs, the Regional District will:

- (1) pay Whitecap an amount equal to \$1.50 per m³ of water taken by the Regional District after May 15, 2019;
- (2) pay the amount set in paragraph (1) as measured by the Regional District's water meter, to be paid on a quarterly basis based on meter readings to be made on the first Friday of January, April, July and October of each calendar year and the Regional District will make each quarterly payment within 30 days following the applicable meter reading; and
- (3) Whitecap may raise the charge per m³ of water set forth in this section upon 12 months' prior written notice to the Regional District.

5B. In order to reimburse Whitecap for the electrical consumption by the Regional District water station that forms part of Whitecap's electricity costs and results from the Water Supply Agreement, the Regional District will, within 30 days of the monthly reading of the Regional District's electricity meter on the first business day of each calendar month, pay Whitecap for the Regional District's monthly power consumption at a rate equal to Whitecap's monthly BCHydro average demand charge (\$/kVA) and average monthly energy charge (\$/kWh) plus 5% of total demand and energy charges.

The BCHydro annual Transmission power rates are available at:

https://app.bchydro.com/accounts-billing/rates-energy-use/electricity-rates/transmission_rate.html

- (e) at the end of section 6., by adding the words “and Tervita” after the word “public” and before the period at the end of section.
- (f) in the first line of section 7., adding the words “and Tervita” between the word “public” and the words “act on its”.
- (g) by deleting section 13 [Discontinuance of Plant Operations] and replacing it with the following:

13.

- (1) If for any reason Whitecap discontinues its Plant operations, the parties will, at the Regional District’s option, enter into good faith negotiations for the continued use or transfer of the Pipeline and related facilities to the Regional District for a nominal cost.
- (2) If for any reason Whitecap discontinues its use of the Pipeline and uses a different source of water for Plant operations, Whitecap will continue to deliver and supply fresh water to the Regional District from that new water source in accordance with this Agreement to the Current Public Supply Connection, or another supply site agreed to by the Regional District in writing.

- (h) by deleting section 17 [Termination] and replacing it with the following:

- 17. (1) This Agreement will remain in place until terminated by one of the parties as provided for in this section.
- (2) The Regional District may terminate this Agreement at any time by giving Whitecap 12 months’ notice of its intention to terminate this Agreement.
- (3) If Whitecap discontinues its Plant operations for any reason, Whitecap may terminate this Agreement by giving the Regional District 12 months’ notice of its intention to terminate the Agreement, in which case the Regional District’s option under section 13(1) will apply.

- 2. Time is of the essence in the Water Supply Agreement as amended by this Agreement.
- 3. This Agreement will enure to the benefit of and be binding upon the parties and their respective successors and assigns.
- 4. This Agreement may be executed in multiple counterparts, each of which may be delivered by electric mail and shall be deemed to be an original and all of which together constitute one and the same agreement.
- 5. Except as modified by this Agreement, the Water Supply Agreement remains in full force and effect.

As evidence of their agreement to be bound by the above terms and conditions, the parties have executed this agreement under seal below on the dates written below.

Executed by **WHITECAP RESOURCES INC.** by its
authorized signatory this ___ day of _____, 20__

Name:

Executed by **PEACE RIVER REGIONAL DISTRICT** by its
authorized signatories this ___ day of _____, 20__

Name:

Name:



Imperial Oil Resources
237 Fourth Avenue S.W.
P.O. Box 2480, Station "M"
Calgary, Alberta
Canada T2P 3M9

Roxanne Reimer, CPMA
Team Lead - Land
Asset Enhancement

Tel. (403) 232-5838
Fax: (403) 237-4265
Email: roxanne.c.reimer@exxonmobil.com

May 1, 2014

File: BO004371

PEACE RIVER REGIONAL DISTRICT
BOX 810
DAWSON CREEK, BC.
V1G 4H8

**RE: NOTICE OF DISPOSITION AND REQUEST FOR CONSENT
WATER SUPPLY LETTER AGREEMENT, EFFECTIVE JANUARY 1, 2005
(THE "AGREEMENT")
BOUNDARY LAKE, BC.**

Pursuant to a purchase and sale agreement dated March 14, 2014, and made effective November 1, 2013, IMPERIAL OIL RESOURCES sold its entire interest in the referenced Agreement to WHITECAP RESOURCES INC. A copy of an Assignment Agreement evidencing the transaction is enclosed for your records.

In accordance with the terms of the Agreement, we hereby request your consent to the disposition by signing one copy (1) of this letter in the spaces provided below and returning it to the undersigned.

We trust you find the foregoing in order, and thank you for your co-operation.

Yours truly,

IMPERIAL OIL RESOURCES

Roxanne Reimer, CPMA
Team Lead - Land
Asset Enhancement

Enclosure

cc: Whitecap Resources Inc.
Attention: Heather Darrah

COMPANY:

PEACE RIVER REGIONAL DISTRICT

hereby consents to IMPERIAL OIL RESOURCES' disposition to WHITECAP RESOURCES INC. of its interest under the Agreement.

(Signature)
Shannon Anderson
Deputy CAO
(Name and Title)

Dated this 7 day of May, 2014

ASSIGNMENT AGREEMENT

AGREEMENT dated May 1, 2014

BETWEEN:

IMPERIAL OIL RESOURCES, an Alberta limited partnership,
having an office in Calgary, in the Province of Alberta
("Assignor")

- and -

WHITECAP RESOURCES INC., a body corporate, having an
office in the City of Calgary, in the Province of Alberta
("Assignee")

WHEREAS:

- A. Assignor is a party or a successor to a party, as at the date of this agreement, to the Agreement described in Schedule "A", attached to and forming part of this agreement (the agreement or agreements set out in Schedule "A", together with any amendments, collectively being called the "Agreement"); and
- B. Assignor has agreed to assign and convey to Assignee all Assignor's right, title and interest in and to the Agreement (the "Assigned Interest") effective 08:00 a.m. on November 1, 2013 (the "Effective Time").

NOW THEREFORE this agreement witnesses that in consideration of the foregoing and of the covenants and agreements contained in this agreement, the parties agree that:

- 1. Assignor transfers, assigns and conveys the Assigned Interest to Assignee as of the Effective Time.
- 2. Assignee shall replace Assignor as a party to the Agreement with respect to the Assigned Interest on and after the Effective Time.
- 3. Assignee agrees to assume and be bound by, observe and perform all terms and covenants of the Agreement to be observed and performed by Assignor with respect to the Assigned Interest at all times on and after the Effective Time.
- 4. Assignee agrees to assume and will be entitled to all rights, benefits and privileges of Assignor under the Agreement with respect to the Assigned Interest at all times on and after the Effective Time.
- 5. Assignee hereby acknowledges that Assignor shall be deemed to have been acting as the trustee and agent of Assignee in all matters occurring in respect of the Agreement between the Effective Time and the delivery of a copy of this agreement and Assignee hereby ratifies, adopts and confirms all acts and omissions of Assignor in its capacity as such trustee and agent to the end that all such acts and omissions shall be deemed to have been effected by Assignee.
- 6. At the request of Assignee the parties shall execute all documents and perform all acts as may be reasonably required for the purpose of vesting the Assigned Interest in Assignee.

7. This agreement shall not merge with, supersede, or extinguish the provisions of any other agreements which relate to the transfer of the Assigned Interest from Assignor to Assignee.
8. This Agreement may be executed in counterparts and all executed and delivered counterparts together shall constitute one agreement.
9. The address of Assignee for the purposes of the Agreement shall be:

WHITECAP RESOURCES INC.
500, 222 - 3rd Avenue S.W.
Calgary, Alberta T2P 0B4

Attention: Manager, Contracts and Lease Admin
FAX: (403) 266-6975
10. The Agreement shall continue in full force and effect from and after the Effective Time with Assignee made a party to the Agreement to the extent of the Assigned Interest and shall be amended as necessary to give effect to this agreement and, as so amended, is ratified and confirmed by each party.

THE PARTIES HAVE EXECUTED AND DELIVERED THIS AGREEMENT AS FOLLOWS:

IMPERIAL OIL RESOURCES

Assignor

Per: _____

by its attorney
Mark M. Pinsent,
Asset Enhancement Manager

Date: May 1, 2014

WHITECAP RESOURCES INC.

Assignee

Per: _____

Heather Darrah
Manager, Contracts and Lease Admin

Date: May 1, 2014

This is the execution page to an Assignment Agreement dated May 1, 2014 between IMPERIAL OIL RESOURCES, as Assignor, and WHITECAP RESOURCES INC. as Assignee, relating to the WATER SUPPLY LETTER AGREEMENT, EFFECTIVE JANUARY 1, 2005.

SCHEDULE "A" attached to and forming part of an Assignment Agreement dated May 1, 2014 and made between IMPERIAL OIL RESOURCES, as Assignor, and WHITECAP RESOURCES INC., as Assignee.

The "Agreement"

WATER SUPPLY LETTER AGREEMENT, EFFECTIVE JANUARY 1, 2005 between IMPERIAL OIL RESOURCES, AND PEACE RIVER REGIONAL DISTRICT

The "Assigned Interest"

Assignor's entire interest

The Wells/Facility/Pipeline *(for reference only)*

15 26 084 14 W6M



Imperial Oil Resources
237 Fourth Ave SW
PO Box 2480 Stn M
Calgary AB T2P 3M9

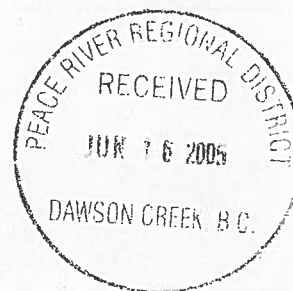
B.E. (Brian) Zimmer P.Eng
Joint Venture Operations Representative
Operations Technical

Room 08099 FAP
Tel. (403) 237-2842
Fax. (403) 237-4054
brian.e.zimmer@esso.ca

June 10, 2005

Our reference: BO4371.1

Peace River Regional District
P.O. Box 810
Dawson Creek, BC
V1G 4H8
Attention : Faye Salisbury



Subject: Water Supply License Agreement

Attached is the executed copy of the Water Supply License Agreement for your files.

If you have any questions regarding this agreement please contact me at (403) 237-2842 or at brian.e.zimmer@esso.ca

Yours truly,

IMPERIAL OIL RESOURCES



Brian E Zimmer
Joint Venture Representative

WATER SUPPLY LICENSE AGREEMENT

BETWEEN

IMPERIAL OIL RESOURCES,
an Alberta limited partnership registered
to carry on business in the Province
of British Columbia

("Imperial Oil")

AND

PEACE RIVER REGIONAL DISTRICT Incorporated under the
Local Government Act R.S.B.C. 1996, c. 323, and having an office at
Box 810 - 1981 Alaska Avenue, Dawson Creek, BC V1G 4H8

(the "Regional District")

WHEREAS:

- A. Imperial Oil operates a Water Injection Pump Station (the "Plant") in the Peace River Regional District on land legally described as LSD 15-26-84-14 W6M.
- B. For the purpose of operating the Plant, and for incidental domestic purposes, Imperial Oil uses water which it draws through a pipeline (the "Pipeline") from wells (the "Wells") located near the Peace River some distance from the Plant.
- C. In addition to the use of water referred to in recital B, Imperial Oil has been allowing the public to draw water, for a variety of purposes including domestic purposes, from a connection located at the Plant site (the "Current Public Supply Connection").
- D. In view of the regulatory regime applicable to the supply of water to the public, including the *Drinking Water Protection Act*, S.B.C. 2001 c. 9, and in view of common law liability exposure as a water supplier, Imperial Oil intends to cease supplying water to the public.
- E. The Regional District wishes to ensure that the supply of water to the public continues and has requested that Imperial Oil confer upon it the rights necessary to allow the Regional District to draw water from the Wells, and to use the Pipeline, for that purpose.
- F. The Regional District has also requested that Imperial Oil allow it to supply water for industrial and other purposes to Canadian Crude Separators, which is constructing a Waste Recycling Facility on land located near the Imperial Oil Plant.

NOW THEREFORE in consideration of the terms and conditions set out below and other good and valuable consideration, the receipt and sufficiency of which the parties acknowledge, the parties agree as follows:

Definitions

1. In this agreement:

"Current Public Supply Connection" has the meaning given to it in Recital C;

"Effective Date" means January 1, 2005;

"Pipeline" has the meaning given to it in Recital B;

"Regional District Supply Site" means the lands shown as such on Schedule A;

"Regional District Water Supply System" means the water supply system from which water is delivered to users at or from the Regional District Supply Site;

"Wells" has the meaning given to it in Recital B; and

"Well Site" means the site at which the Wells are located, which is shown as the Well Site on Schedule A.

Responsibilities of the Parties

2. As of the Effective Date, Imperial Oil will use its reasonable efforts to deliver, and continue to supply, fresh water to the Regional District, through its existing pipeline system, to the Current Public Supply Connection. Also as of the Effective Date, the Regional District will assume all responsibility for the delivery of fresh water to the public both through the Current Public Supply Connection and through the Regional District Supply Site.

Grant of License

3. Imperial Oil hereby grants to the Regional District a non-exclusive license to use the Well Site, the Pipeline and related facilities for the purpose of drawing water from the Wells through the Pipeline to the Regional District Supply Site and delivering that water for any purpose to the public and other users at or from the Regional District Supply Site.

Withdrawal Permit

4. Imperial Oil and the Regional District will work together to ensure that the Regional District acquires its own water withdrawal permit and to ensure that such permit is exercised through Imperial Oil's pipeline and related facilities. Until such time as the Regional District acquires its own water withdrawal rights, Imperial Oil shall, to the extent it is permitted to do so, make water available to the Regional District out of its water withdrawal permit.

Operation Costs

5. Imperial Oil will transport the Regional District's water at no cost to the Regional District.

Construction of Buildings and Other Works

6. The Regional District will be solely responsible for designing and constructing the Regional District Supply Site and any and all facilities and improvements it deems necessary for the supply of water to the public.

Agency

7. The Regional District will, in the supply of water to the public, act on its own behalf and, at no time, will it act as agent for Imperial Oil.

Compliance with Enactments

8. In connection with the supply of water by it under this Agreement, the Regional District may do all things necessary at the Well Site, the Current Public Supply Connection or the Regional District Supply Site to ensure that water supplied to the public complies with the *Drinking Water Protection Act*, S.B.C. 2001, c. 9 (the "Act") and all other applicable enactments.

Control of Water Supply System

9. The Regional District acknowledges that for the purpose of the Act, the Regional District has sole responsibility for the operation of the Regional District Water Supply System and for complying with the Act and all other enactments applicable to the operation of that system.

Water Quality

10. Imperial Oil makes no representation or warranty whatsoever as to the quality of water to be obtained by the Regional District under this Agreement or as to its suitability for domestic or any other use.

Water Volumes

11. To the extent that the Regional District's water allocation is taken out of Imperial's water quota, such allocation shall not exceed 180 m³/day. The Regional District shall report volumes received on a monthly basis and report such volumes on the first day of each month to the Imperial Oil Field Office.

Temporary Service

12. Until the date that the Regional District Water Supply System is operational, the Regional District may use the Current Public Supply Connection for the purposes set out in Section 2 and the Regional District may allow the public to receive water from that site provided that Imperial Oil continues its Plant operations. Until the date that the Regional District Water Supply System is operational, the provisions of this Agreement shall apply as if the Current Public Supply Connection was located at the Regional District Supply Site.

Discontinuance of Plant Operations

13. If for any reason Imperial Oil suspends or discontinues its Plant operations or use of the Pipeline, the parties will enter into good faith negotiations for the continued use or the transfer of the pipeline and related facilities to the Regional District for a nominal cost.

Force Majeure

14. Imperial Oil will not be in default of its obligations under this Agreement if it is unable to perform those obligations by reason of any cause beyond its control.

Repair and Maintenance

15. The Regional District acknowledges that the performance of obligations by Imperial Oil will be subject to normal business interruptions as well as scheduled, and unscheduled, repair and maintenance of the Pipeline and related facilities. Imperial Oil will endeavour to give the Regional District reasonable notice of any interruption in the delivery of water.

Assignment of Interest

16. The Regional District will only assign the interests conferred by this Agreement with the consent of Imperial Oil.

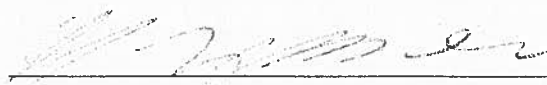
Termination

17. This Agreement will remain in place until terminated by one of the parties, upon giving the other party six months' notice of the intention to terminate the Agreement.

Execution

18. This Agreement may be executed in counterpart.

Executed by IMPERIAL OIL RESOURCES by its authorised signatory this 2 day of JUNE, 2005

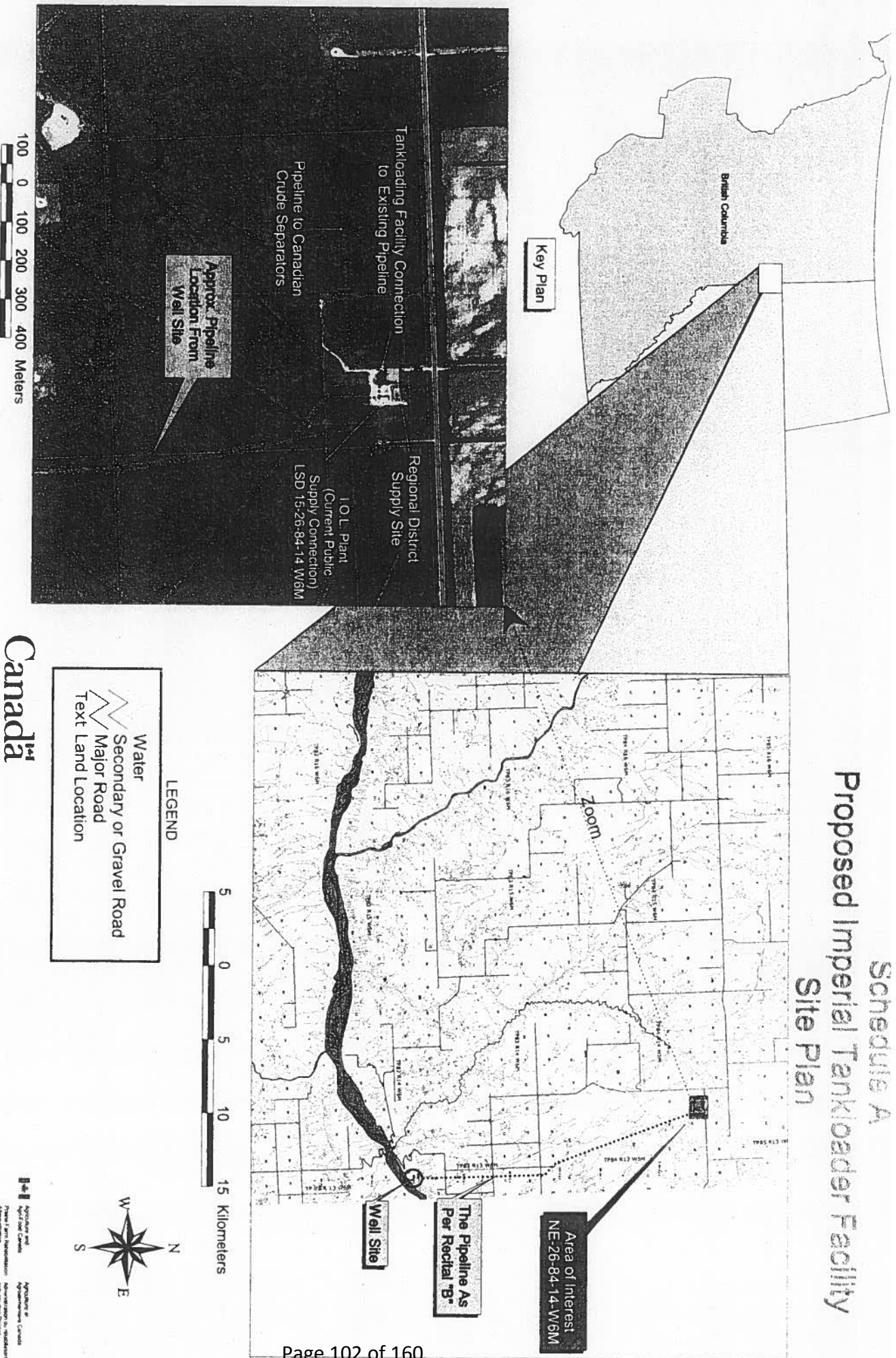

Name: BRIAN ZIMMER
JOINT VENTURE REPRESENTATIVE

Executed by PEACE RIVER REGIONAL DISTRICT by its authorised signatories this 2 day of JUNE, 2005.


Name:


Name:

Schedule A Proposed Imperial Tankloader Facility Site Plan



Canada

Approved and
Registered
Professional Engineer
Alberta
Professional Engineer
Alberta
Professional Engineer
Alberta



REPORT

To: Chair and Directors

Report Number: ADM-BRD-091

From: Kelsey Bates, Deputy Corporate Officer

Date: October 14, 2020

Subject: **Notice of Closed Session – October 22, 2020**

RECOMMENDATION: [Corporate Unweighted]

That the Regional Board recess to a Closed Meeting for the purpose of discussing the following items:

Agenda Item 3.1 & 7.2 – Closed Meeting Minutes & Items for Release (CC Section 97(1)(b))

Agenda Item 7.1 – Awards and Personal Information (CC Section 90 (1)(b))

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-078

From: Shawn Dahlen, Chief Administrative Officer

Date: October 2, 2020

Subject: OCP and Zn Amendment Bylaw No. 2318 and 2319, 2018, PRRD File No. 17-180

RECOMMENDATION #1: [Corporate Unweighted]

That the Regional Board rescind the first three readings of Official Community Plan Amendment Bylaw No. 2318, 2018, as it is no longer required due to the adoption of the West Peace Fringe Area Official Community Plan Bylaw No. 2312, 2018, which accommodates the proposed rezoning.

RECOMMENDATION #2: [Corporate Unweighted]

That the Regional Board adopt Zoning Amendment Bylaw No. 2319, 2018, to rezone the property identified as PID 024-589-543 from R-3 (Residential 3 Zone) to I-1 (Light Industrial Zone) for the development and operation of a recreational vehicle and boat storage facility.

BACKGROUND/RATIONALE:

Proposal

To rezone the subject property from R-3 (Residential 3 Zone) to I-1 (Light Industrial Zone) for the development and operation of a recreational vehicle and boat storage facility. The applicant currently has Temporary Use Permit No. 18-288 to undertake this use. This Temporary Use Permit expires on November 30, 2020, and the applicant is seeking to have the zoning amendment adopted prior to the expiration of Temporary Use Permit No. 18-288.

File Details

Owners: Pat and Sheri Borton
Area: Electoral Area E
Location: Chetwynd
Legal: Lot 1 District Lot 2097 PRD, Plan PGP43510
PID: 024-589-543
Civic Address: 4049 Norris Road
Lot Size: 1.7 ha (4.2 ac)

Summary of Procedure

The applicant had previously submitted an application to re-designate and rezone the subject property from residential to industrial for the development and operation of a recreational vehicle and boat storage facility in 2018.

Prior to adoption, the Ministry of Transportation and Infrastructure (MoTI) required the applicant to conduct a Traffic Impact Study before approving the Zoning Bylaw. The traffic study was conducted while operating under Temporary Use Permit No. 18-288, which expires on November 30, 2020. There

were no complaints from the public regarding the uses under the Temporary Use Permit, and on October 2, 2020 MoTI approved the rezoning.

During the time that the Temporary Use Permit has been in effect, the West Peace Fringe Area Official Community Plan Bylaw No. 2312, 2018 was adopted, which designated the subject property from 'Residential' to Settlement (S). The Settlement designation supports light industrial activities that are more service-oriented in nature. This has negated the need to amend the OCP in order to accommodate the zoning amendment.

ALTERNATIVE OPTIONS:

1. That the Regional Board respectfully refuse the adoption of the Zoning Amendment Bylaw No. 2319, 2018 to permit rezoning of the property identified as PID 024-589-543 under PRRD Zoning Bylaw No. 1343, 2001 as submitted.
2. That the Regional Board provides further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

Not at this time.

OTHER CONSIDERATION(S):

The Regional Board's decision will be communicated to the applicant.

Attachments:

1. Official Community Plan Amendment Bylaw No. 2318, 2018
2. Zoning Bylaw Amendment No. 2319, 2018
3. West Peace Fringe Area Official Community Plan Bylaw No. 2312, 2018- Settlement Area (pages 12-14)
4. MoTI Infrastructure Referral Response - October 2, 2020

External Links:

1. [Temporary Use Permit No. 18-288, dated May 7, 2019](#)
2. [Report – OCP and Zn Amendment Bylaw No. 2318 and 2319, 2018 3rd reading](#)

PEACE RIVER REGIONAL DISTRICT
Bylaw No. 2318, 2018

A bylaw to amend the "West Peace Fringe
Area Official Community Plan Bylaw No.
2312, 2018."

WHEREAS, the Regional Board of the Peace River Regional District did, pursuant to the Province of British Columbia *Local Government Act*, adopt the "West Peace Fringe Area Official Community Plan Bylaw No. 2312, 2018;

AND WHEREAS, an application has been made to amend "West Peace Fringe Area Official Community Plan No. 2312, 2018" to facilitate an associated rezoning affecting Lot 1, District 2097, Plan PGP43510, PRD;

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 "West Peace Fringe Area Community Plan Amendment Bylaw No. 2318, 2018."
2. Map 7 of "West Peace Fringe Area Official Community Plan Bylaw No. 2312, 2018" is hereby amended by redesignating Lot 1, District Lot 2097, Plan PGP43510, PRD, from R "Residential" to I "Industrial", as shown on Schedule 'A' which is attached to and forms part of this bylaw.

READ A FIRST TIME THIS	<u>26th</u>	day of	<u>April</u>	2018.
READ A SECOND TIME THIS	<u>26th</u>	day of	<u>April</u>	2018.
Notification mailed on the	<u>31st</u>	day pf	<u>May</u>	2018.
Public Hearing held on the	<u>19th</u>	day of	<u>June</u>	2018.
READ A THIRD TIME THIS	<u>26th</u>	day of	<u>July</u>	2018.
ADOPTED THIS	<u> </u>	day of	<u> </u>	2019.

(Corporate Seal has been
affixed to the original
bylaw)

Chair

Corporate Officer

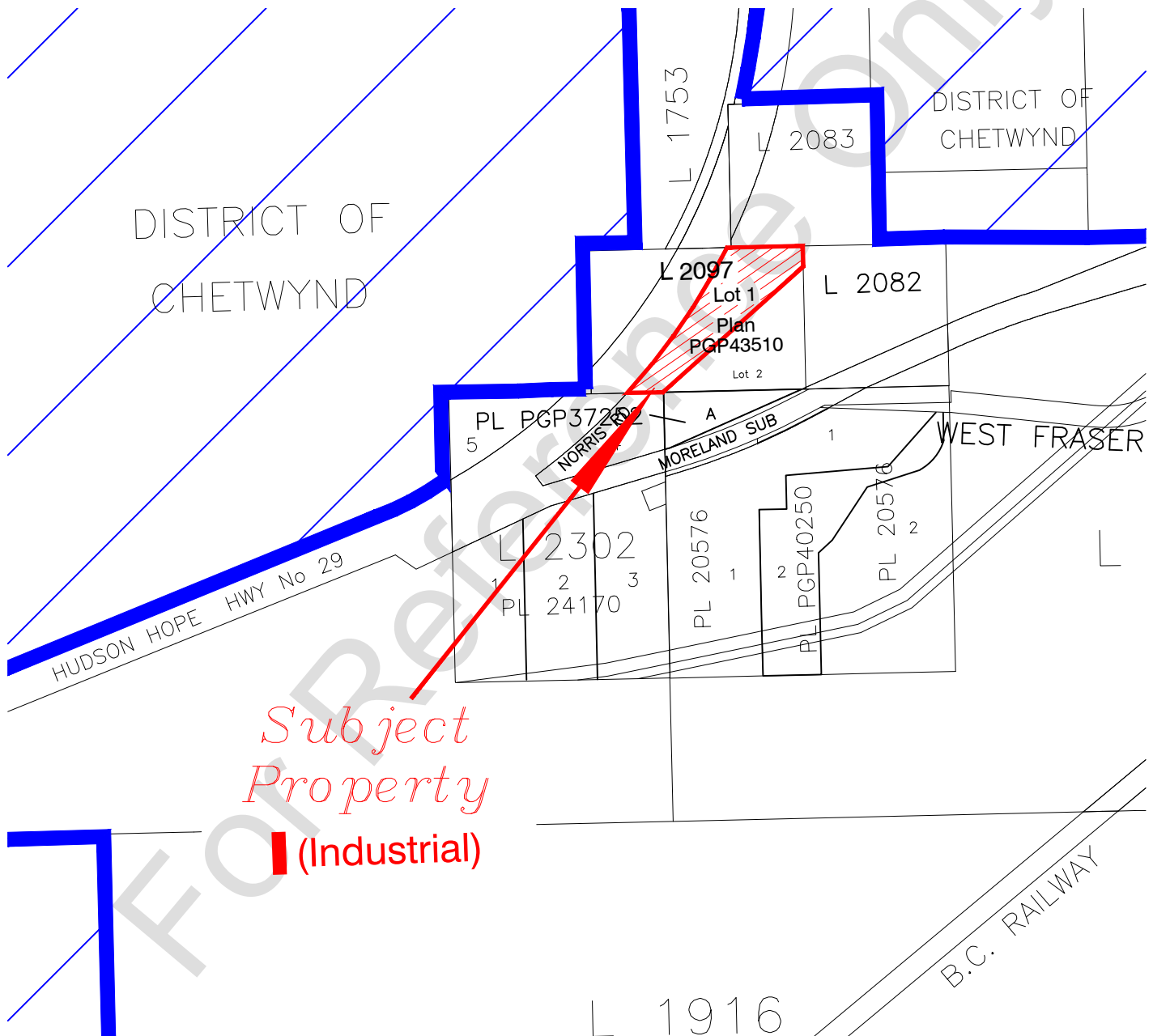
I hereby certify this to be a true and correct copy of West Peace Fringe Area Official Community Plan Bylaw No. 2318, 2018", as adopted by the Peace River Regional District Board on _____, 20____.

Corporate Officer

Peace River Regional District
By-law No. 2318, 2018
SCHEDULE "A"



Map. No. 7 - Schedule A of "West Peace Official Community Plan Bylaw No. 1086, 1997" is hereby amended by redesignating Lot 1, Plan PGP43510, District Lot 2097 **from R "Residential" to I "Industrial"** as shown shaded on the drawing below:



**PEACE RIVER REGIONAL DISTRICT
Bylaw No. 2319, 2018**

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. 2319, 2018."
2. Schedule C – Map 5 "Peace River Regional District Zoning Bylaw No. 1343, 2001" is hereby amended by rezoning Lot 1, District Lot 2097, Plan PGP43510, from R-3 "Residential 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	26 th	day of	April	2018.
READ A SECOND TIME THIS	26 th	day of	April	2018.
Public Hearing held on the	19 th	day of	June	2018.
Ministry of Transportation approval received this	1 st	day of	March	2018.
Ministry of Transportation approval received this	2 nd	day of	October	2020.
READ A THIRD TIME THIS	26 th	day of	July	2018.
ADOPTED THIS		day of		2020.

(Corporate Seal has been
affixed to the original bylaw)

Chair

Corporate Officer

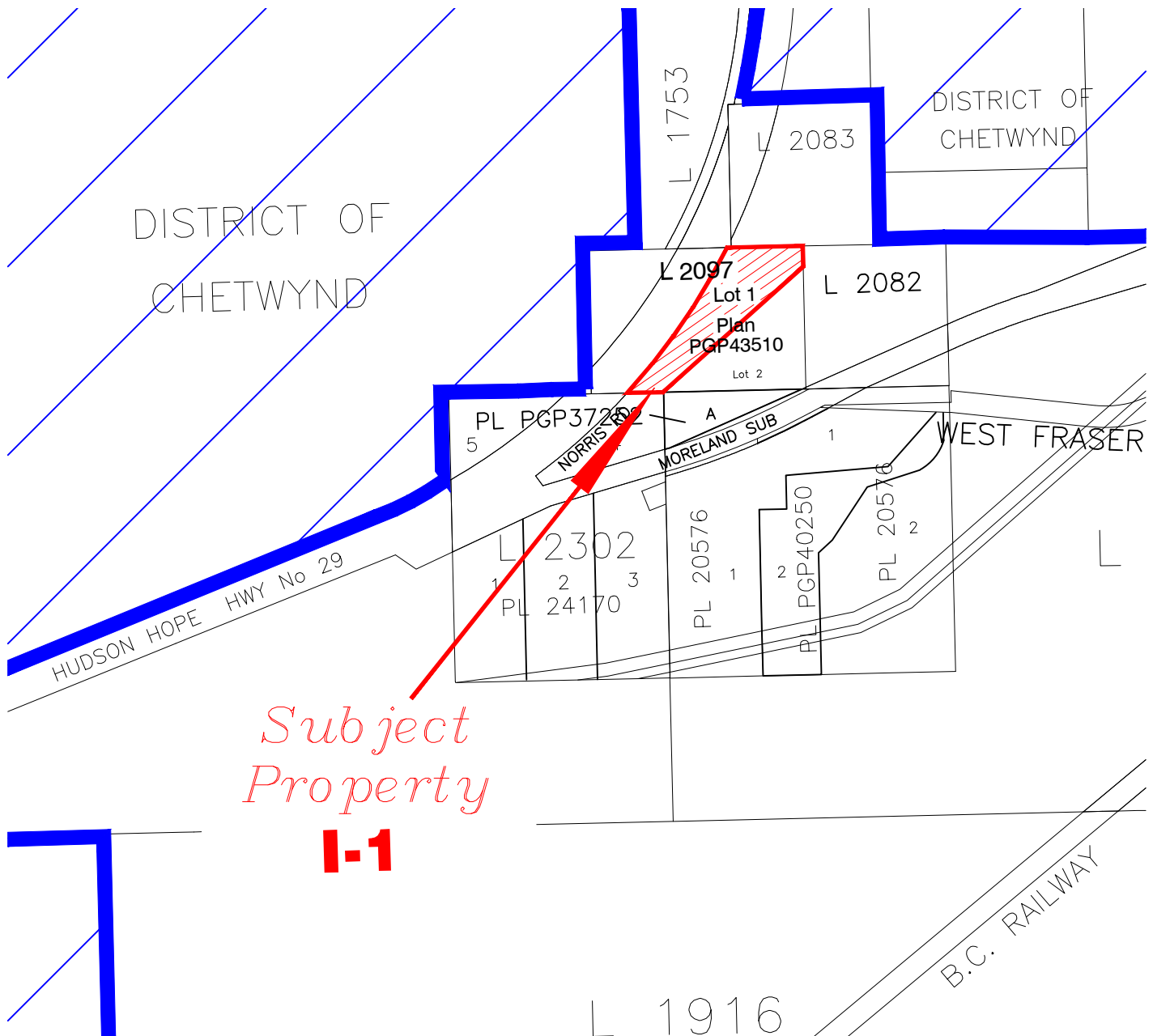
I hereby certify this to be a true and correct copy of "PRRD
Zoning Amendment Bylaw No. 2319, 2018,
as adopted by the Peace River Regional District
Board on _____, 20____.

Corporate Officer

Peace River Regional District
By-law No. 2319, 2018
SCHEDULE "A"



Map. No. 5 - Schedule C of "Peace River Regional District Zoning Bylaw No. 1343, 2001" is hereby amended by rezoning Lot 1, Plan PGP43510, District Lot 2097 **from** R-3 "Residential Zone" **to** I-1 "Light Industrial Zone" as shown shaded on the drawing below:



5. Recognize that pipeline rights-of-way traverse the West Peace Fringe Area that may affect adjacent land use or alter development plans subject to provincial or federal regulations. For detail on rights-of-way contact the BC Oil and Gas Commission or the National Energy Board directly.

3.2 Settlement (S)

The settlement designation is intended to provide a full mix of land uses to allow for rural communities with opportunities to live, work, and play. There are several distinct settlements in this Plan area, including numerous subdivisions west of Chetwynd, up Jackfish Lake Road, on Wabi Hill, and around Moberly Lake. These settlements offer different values, such as larger or smaller parcel sizes, and rural, agricultural, lake, or natural settings.

3.2.1 Settlement Objectives

- A. Support the enhancement and protection of residential areas which allow residents to use and enjoy property for residential purposes.
- B. Consider new subdivisions in residential areas which maintain or enhance the rural way of life and have the support of the neighbours.
- C. Accommodate a range of commercial uses which serve the needs of residents and visitors, including home-based business.
- D. Minimize the negative affects of commercial uses on residential and agricultural properties.
- E. Support lighter industrial activities that are more service-oriented and do not produce excessive disruptive emissions, including noise, air, and light pollution.
- F. Accommodate employment-generating light industrial development in a manner which minimizes potential conflicts with residential and agricultural properties.
- G. Support the efforts of community groups and public agencies in providing community services.

3.2.2 General Settlement Policies

1. Within the settlement designation, the principal use of land will be limited to small agricultural holdings, residential, commercial, institutional, and limited service industrial uses.
2. In reviewing applications for subdivision, non-farm uses, or temporary use permits within the Settlement designation, the Regional Board will consider factors including but not limited to:
 - a. physical characteristics of the subject property, including topography and vegetation;
 - b. the subject property's access to infrastructure and utilities;
 - c. direct and indirect impacts of the development on neighbouring properties;
 - d. public opinion as received through any applicable public consultation process; and,
 - e. other issues that may be relevant to the subject property or specific proposal.

3.2.3 Residential Policies

1. Infilling within existing settlement areas is encouraged prior to supporting new subdivisions.
2. Home-based businesses are supported in all settlement areas.
3. The presence of home-based businesses should be secondary to the residential use of a property in order to maintain the residential character of an area.
4. Home-based businesses should not negatively affect neighbouring residents. Potential affects of a home-based business, including fumes, odors, noise, light, or traffic should be minimized.

3.2.4 Commercial Policies

1. With the goal of eliminating or minimizing negative impacts on nearby residents and adjacent land uses, proposals for commercial subdivision and development will identify:
 - a. location along a major road in order to minimize traffic disruption to established residential areas;
 - b. siting, orientation, and layout of proposed structures and site activities;
 - c. measures to adequately buffer through the use of screens, fences, or landscaping where any commercial use is adjacent to existing residential or agricultural uses; and,
 - d. plans for vehicle access to and from the property and circulation on the property, including adequate on-site parking, loading and unloading space.

3.2.5 Service Industrial Policies

1. Within the Settlement designation, industrial uses may be permitted that are service in nature, are conducted primarily indoors, and do not require outdoor storage.
2. Industrial development should be directed away from areas where the development would cause damage to water bodies or valued ecosystem components.
3. Industrial development should be directed away from areas where the development would cause negative impacts to surrounding uses.
4. With the goal of eliminating or minimizing negative impacts on nearby residents and adjacent land uses, proposals for industrial subdivision and development will identify:
 - a. location along a major road or highway in order to minimize disruption to established residential areas;
 - b. the siting, orientation and layout of proposed buildings and structures;
 - c. measures to reduce or eliminate light, noise, dust, and air emissions;
 - d. adequate onsite drainage;
 - e. plans for vehicle access to and from the property and circulation on the property, including adequate on-site parking, loading and unloading space;
 - f. measures to adequately buffer through the use of berms, screens, fences, or trees where any industrial use is adjacent to any primary or secondary highway or residential area; and,
 - g. any other issues that may be relevant to the specific proposal.

3.2.6 Institutional Policies

1. Institutional uses are anticipated within the Settlement designation, subject to the following:
 - a. siting, orientation, and layout of proposed structures should minimize or eliminate potential conflicts with surrounding residential, agriculture, and other existing uses; and,
 - b. the subject property should accommodate vehicle parking and circulation on site.
2. Work in collaboration with the public, community groups, or other organizations to assess the feasibility of new community facilities, such as halls and recreation facilities.
3. Public facilities should include universal-design features so that they are age-friendly and accessible to everyone.
4. Acknowledge the potential of new public facilities or existing retrofitted public facilities to serve as clean air shelters or heat shelters during severe weather or wildfire smoke events occur.
5. In consultation with Northern Health, review smoking-related bylaws.

3.3 Moberly Lake Settlement (MLS)

The Moberly Lake Settlement designation covers a unique location within the West Peace Fringe Area, featuring both permanent and seasonal residents, as well as West Moberly First Nations and Saulteau First Nations. Featured along Moberly Lake are numerous parks and campgrounds, community facilities, institutional uses, and commercial developments.

A Development Permit Area was proposed during the development of this Official Community Plan in response to the development pressure around Moberly Lake, but during the review process it was determined that further and more in depth discussions with the Moberly Lake community would be needed prior to the implementation of such regulations.

3.3.1 General Moberly Lake Settlement Policies

1. Within the Moberly Lake Settlement designation, the principal use of land will be limited to residential, commercial, institutional, and parks and recreation.
2. When applicable, encourage development within the Moberly Lake Settlement designation to follow the Peace River Regional District's Lakeshore Development Guidelines.
3. Seek to educate current and future residents, realtors, developers, and others on the Peace River Regional District's Lakeshore Development Guidelines.
4. Through consultation, seek consensus from the Moberly Lake community and other stakeholders regarding the creation of a Moberly Lake Development Permit Area.
5. Explore the establishment of water, sewer, and natural gas services for Moberly Lake.
6. Explore the opportunity for improvements to the existing Peace River Regional District boat launch on Moberly Lake.



Ministry of
Transportation
and Infrastructure

Our file: 2018-01078 Rev 1

Your file: 180/2017

Date: October 2, 2020

Peace River Regional District
PO Box 810
1981 Alaska Avenue
Dawson Creek, BC V1G 4H8

Attention: Jack Peckham, South Peace Land Use Planner

This letter cancels and replaces letter dated March 28, 2018.

The Ministry of Transportation and Infrastructure has received and reviewed your updated referral sent via email September 21, 2020 to re-designate and rezone the subject property from Residential to Industrial, and R-3 (Residential 3 Zone) to I-1 (Light Industrial Zone), for development and operation of a recreational vehicle and boat storage facility for subject property L 1 DL 2097 PEACE RIVER PL PGP43510 (4049 Norris Road). The proposal falls within Section 52 of the Transportation Act and will require formal Ministry approval. The Ministry is in support of the proposal however we have the following conditions that must be satisfied prior to final approval by the Ministry.

No direct access to Highway 29N is supported. All access is to be via the side road network (Norris Road).

An industrial access permit is required for the connection to Norris Road. It has been noted that an Industrial access permit has been approved under Ministry file number 2019-01319.

Thank you for the opportunity to comment. If you or the developer has any questions, please contact me at (250) 787-3237 or by email at Beth.Bahm@gov.bc.ca.

Sincerely,



Development Officer, Peace District

Ministry of
Transportation and
Infrastructure

Peace District

Mailing Address:
District Office Address:
#300, 10003 - 110th Avenue
Fort St John, BC V1J 6M7
Telephone: (250) 787-3237
Facsimile: (250) 787-3279

Area Office Locations:
1201 103 Ave, 3rd floor
Dawson Creek, BC
4744 – 52 Street
Chetwynd, BC V0C 1J0



REPORT

To: Chair and Directors

Report Number: ADM-BRD-079

From: Kelsey Bates, Deputy Corporate Officer

Date: September 23, 2020

Subject: Zoning Amendment Bylaw No. 2377 (Cannabis), 2020.

RECOMMENDATION: [Corporate Unweighted]

That the Regional Board give Zoning Amendment Bylaw No. 2377 (Cannabis), 2020, which amends all current Peace River Regional District Zoning Bylaws to permit and regulate cannabis retail stores in select commercial zones, first two readings; further, that a Public Hearing be held immediately prior to the November 26, 2020 Board meeting, pursuant to Section 464 of the *Local Government Act*.

BACKGROUND/RATIONALE:

In 2020, the Regional Board considered cannabis activity zoning regulations on a number of occasions:

January 23, 2020

MOVED, SECONDED, and CARRIED

That the Regional Board respectfully refuse Zoning Amendment Bylaw No. 2394, 2020, to amend Section 27(b) of PRRD Zoning Bylaw No. 1343, 2001 to allow a cannabis-related business on the property identified as PID 017-656-010.

February 13, 2020

MOVED, SECONDED, and CARRIED

That the report dated January 28, 2020 from the Regional Board Chair titled 'Regulation of Cannabis Retail Establishments in Rural Areas' be referred to the Electoral Area Directors' Committee.

March 12, 2020

(Based on the February 20, 2020 recommendation from the Electoral Area Directors Committee (EADC)):

MOVED, SECONDED, and CARRIED

That the Regional Board review guidelines from surrounding municipalities applicable to cannabis production and retail establishments; further, that a report identifying potential harmonized guidelines for potential inclusion in Regional District Zoning bylaws applicable to rural areas be provided to the Electoral Area Directors' Committee.

May 7, 2020

(based on the April 16, 2020 recommendation from EADC):

MOVED, SECONDED, and CARRIED

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

June 11, 2020

MOVED, SECONDED, and CARRIED

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

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

Further, that the Regional Board permit cannabis retail stores in the zones noted below:

Zoning Bylaw	Recommended Zones for “Cannabis Retail Store”
Bylaw 479, 1986	C-1 Local Commercial
Bylaw 506, 1986	C-1 Local Commercial
Bylaw 1000, 1996	NC Neighbourhood Commercial Zone
Bylaw 1343, 2001	C-1 Local Commercial Zone C-2 General Commercial Zone

Further, that the Regional Board include the following general regulation:

Where permitted, cannabis retail stores may not be located on properties within:

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

Based on the June 11, 2020 resolution noted above, Zoning Amendment Bylaw No. 2377 (Cannabis), 2020 is being provided for Board’s consideration. The Bylaw amends:

- a) Peace River-Liard Regional District Zoning Bylaw No. 85, 1979;
- b) Peace River-Liard Regional District Zoning Bylaw No. 479, 1986;
- c) Peace River-Liard Regional District Zoning Bylaw No. 506, 1986;
- d) Peace River Regional District Zoning Bylaw No. 1000, 1996; and

e) Peace River Regional District Zoning Bylaw No. 1343, 2001.

and repeals:

- a) Peace River Regional District Zoning Amendment Bylaw No. 2316 (Cannabis-Related Business), 2018.

ALTERNATIVE OPTIONS:

1. That the Regional Board respectfully refuse Zoning Amendment Bylaw No. 2377 (Cannabis), 2020, which permits and regulates cannabis retail stores in certain zones.
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 public hearing will be advertised as per the *Local Government Act*. Section 466 (7) relieves the local government from sending direct notices to any properties if the bylaw affects more than ten properties. As this amendment will add cannabis related business as a permitted use to all parcels with the commercial zoning identified, only public newspaper advertising will be required.

OTHER CONSIDERATION(S):

As this change affects the entire region, the public hearing will be held in conjunction with a PRRD Board meeting. This will also ensure that electronic participation, should members of the public wish to participate from afar, is available. Staff will review the guidelines issued by the province for the holding of public hearings to ensure that all best practices are followed, and that procedural fairness, public transparency and accountability, and safety are maintained.

A specific zone for inclusion of cannabis was not identified for Zoning Bylaw No. 85 (Lemoray) in the Board resolution directing removal of the prohibition on cannabis and the addition of cannabis related business in the range of PRRD Zoning bylaws. As the direction was to update “all zoning bylaws”, the proposed changes to the other zoning bylaws were also added to Bylaw No. 85. A comparable commercial zone ‘C-2 Industrial Commercial’ in Bylaw 85 was chosen as the zone to add cannabis related business as a permitted use, to mirror the other zoning bylaws.

Attachments:

1. Zoning Amendment Bylaw No. 2377 (Cannabis), 2020

External Links:

1. [Province of BC Guidance Document for the Conduct of Public Hearings](#)

PEACE RIVER REGIONAL DISTRICT
Bylaw No. 2377, 2020

A bylaw to amend

"Peace River-Liard Regional District Zoning Bylaw No. 85, 1979"
"Peace River-Liard Regional District Zoning Bylaw No. 479, 1986"
"Peace River-Liard Regional District Zoning Bylaw No. 506, 1986"
"Peace River Regional District Zoning Bylaw No. 1000, 1996"; and,
"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-Liard Regional District Zoning Bylaw No. 85, 1979," "Peace River-Liard Regional District Zoning Bylaw No. 479, 1986," "Peace River-Liard Regional District Zoning Bylaw No. 506, 1986," "Peace River Regional District Zoning Bylaw No. 1000, 1996," and, "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:

SECTION ONE - CITATION

1. This bylaw may be cited for all purposes as "Peace River Regional District Zoning Amendment Bylaw No. 2377 (Cannabis), 2020."

SECTION TWO - TEXT AMENDMENTS

2. That "**Peace River-Liard Regional District Zoning Bylaw No. 85, 1979**" is hereby amended as follows:
 - a) That the following definitions be added to Definitions, 1.2.0, in alphabetical order:

Cannabis means cannabis as defined in the federal *Cannabis Act*.

Cannabis Processing Facility means cultivating, growing, processing, testing, producing, packaging, storing, distributing, or dispensing of cannabis or any products containing or derived from cannabis as lawfully permitted and authorized under the federal *Cannabis Act*.

Cannabis Retail Store means the retail sale of cannabis, cannabis products, cannabis accessories, or any product containing or derived from cannabis as lawfully permitted and authorized under the provincial *Cannabis Control and Licensing Act*.

- b) That section 1.4.0 be deleted and replaced with the following:

"1.4.0 Subject to the provisions of the *Local Government Act* and the *Community Charter*, as amended from time to time, respecting non-conforming use, no person shall erect, construct, locate, alter, reconstruct or maintain any building or locate or carry on any industry, business, trade or calling, or use any land or building or structure or surface of water or air space contrary to the provisions of this bylaw."
 - c) That under the Industrial Commercial II Zone (Service-Commercial, Service Industrial), Section 2.6.0 "Permitted Uses", the following use be added:

E) Cannabis Retail Store

- d) That under Industrial Commercial II Zone (Service-Commercial, Service Industrial), Section 2.6.13 "General Requirements", the following be added:

- (8) "Where permitted, cannabis retail stores may not be located on properties within:
 - i. 200 metres from a parcel containing a school or day care; and

- ii. 100 metres from any parcel containing a park, place of worship, medical clinic, rehabilitation centre, or other cannabis-related business.”

4. That “**Peace River-Liard Regional District Zoning Bylaw No. 479, 1986**” is hereby amended as follows:

- a) That the following definitions be added to PART THREE – DEFINITIONS 3.0, in alphabetical order:

Cannabis means cannabis as defined in the federal *Cannabis Act*.

Cannabis Processing Facility means cultivating, growing, processing, testing, producing, packaging, storing, distributing, or dispensing of cannabis or any products containing or derived from cannabis as lawfully permitted and authorized under the federal *Cannabis Act*.

Cannabis Retail Store means the retail sale of cannabis, cannabis products, cannabis accessories, or any product containing or derived from cannabis as lawfully permitted and authorized under the provincial *Cannabis Control and Licensing Act*.

- b) That under PART SIX – ZONES, C-1 Local Commercial Zone, Section 6.50(A) “Permitted Uses”, the following use be added:
 - (vi) Cannabis Retail Store
- c) That under PART SEVEN – GENERAL REGULATIONS, Section 7.1 be deleted and replaced with “Except as otherwise specified in this bylaw, the general regulations in Section 7 apply to all zones.”
- d) That under PART SEVEN – GENERAL REGULATIONS the following be added:
 - “7.14 Cannabis-retail Store
 - (a) “Where permitted, cannabis retail stores may not be located on properties within:
 - i. 200 metres from a parcel containing a school or day care; and
 - ii. 100 metres from any parcel containing a park, place of worship, medical clinic, rehabilitation centre, or other cannabis-related business.”

5. That “**Peace River-Liard Regional District Zoning Bylaw No. 506, 1986**” is hereby amended as follows:

- a) That the following definitions be added to PART THREE – DEFINITIONS 3.0, in alphabetical order:

Cannabis means cannabis as defined in the federal *Cannabis Act*.

Cannabis Processing Facility means cultivating, growing, processing, testing, producing, packaging, storing, distributing, or dispensing of cannabis or any products containing or derived from cannabis as lawfully permitted and authorized under the federal *Cannabis Act*.

Cannabis Retail Store means the retail sale of cannabis, cannabis products, cannabis accessories, or any product containing or derived from cannabis as lawfully permitted and authorized under the provincial *Cannabis Control and Licensing Act*.

- b) That under PART SIX – ZONES, C-1 Local Commercial Zone, Section 6.50 (A) “Permitted Uses”, the following use be added:
 - (vi) Cannabis Retail Store
- c) That under PART SEVEN – GENERAL REGULATIONS, Section 7.1 be deleted and replaced with “Except as otherwise specified in this bylaw, the general regulations in Section 7 apply to all zones.”
- d) That under PART SEVEN – GENERAL REGULATIONS, the following section be added:
 - Section 7.14 **Cannabis Retail Store**

“Where permitted, cannabis retail stores may not be located on properties within:

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

6. That “**Peace River Regional District Zoning Bylaw No. 1000, 1996**” is hereby amended as follows:

a) That the following definition be added to Part II – Definitions, Section 3 – Definitions, in alphabetical order:

Cannabis means cannabis as defined in the federal *Cannabis Act*.

Cannabis Processing Facility means cultivating, growing, processing, testing, producing, packaging, storing, distributing, or dispensing of cannabis or any products containing or derived from cannabis as lawfully permitted and authorized under the federal *Cannabis Act*.

Cannabis Retail Store means the retail sale of cannabis, cannabis products, cannabis accessories, or any product containing or derived from cannabis as lawfully permitted and authorized under the provincial *Cannabis Control and Licensing Act*.

b) That under PART IV – GENERAL REGULATIONS, SECTION 30 STORAGE be deleted in its entirety and replaced with:

“SECTION 30 USES PROHIBITED IN ALL ZONES

In all Zones:

- a) no parcel of land shall be used for the wrecking or storage of more than one derelict vehicle or as a junkyard, except as provided for in the Industrial-1 (I-1) or Industrial-2 (I-2) zone;
- b) where permitted, cannabis retail stores may not be located on properties within:
 - i. 200 metres from a parcel containing a school or day care; and
 - ii. 100 metres from any parcel containing a park, place of worship, medical clinic, rehabilitation centre, or other cannabis-related business.”
- c) That under Part VI – ZONES, Section 43 NC (Neighbourhood Commercial Zone), “Permitted Uses”, the following use be added:
 - (e) Cannabis Retail Store

7. That “**Peace River Regional District Zoning Bylaw No. 1343, 2001**” is hereby amended as follows:

a) That the following definition be added to Part II – Definitions, Section 3 – Definitions, in alphabetical order:

Cannabis means cannabis as defined in the federal *Cannabis Act*.

Cannabis Processing Facility means cultivating, growing, processing, testing, producing, packaging, storing, distributing, or dispensing of cannabis or any products containing or derived from cannabis as lawfully permitted and authorized under the federal *Cannabis Act*.

Cannabis Retail Store means the retail sale of cannabis, cannabis products, cannabis accessories, or any product containing or derived from cannabis as lawfully permitted and authorized under the provincial *Cannabis Control and Licensing Act*.

b) That under PART III – BASIC PROVISIONS, SECTION 27 STORAGE be deleted and replaced with the following:

“SECTION 27 USES PROHIBITED IN ALL ZONES

In all Zones:

- a) no parcel of land shall be used for the wrecking or storage of more than one derelict vehicle or as a junkyard, except as provided for in the Industrial-1 (I-1) or Industrial-2 (I-2) zone;
- b) where permitted, cannabis retail stores may not be located on properties within:
 - i. 200 metres from a parcel containing a school or day care; and
 - ii. 100 metres from any parcel containing a park, place of worship, medical clinic, rehabilitation centre, or other cannabis-related business.”
- c) That under Part VI – ZONES, Section 41 C-1 (Local Commercial Zone), “Permitted Uses”, the following use be added:
 - (ee) Cannabis Retail Store
- d) That under Part VI – ZONES, Section 42 C-2 (General Commercial Zone), “Permitted Uses”, the following use be added:
 - (uu) Cannabis Retail Store

SECTION THREE - ADMINISTRATIVE

8. If any provision of this bylaw is declared to be illegal, invalid, or ultra vires, in whole or part, then that provision shall not apply and the remainder of this bylaw shall continue in full force and effect and be construed as if it had been enacted without the illegal, invalid, or ultra vires provision.
9. “Peace River Regional District Zoning Amendment Bylaw No. 2316 (Cannabis-Related Business), 2018” is hereby repealed.

READ A FIRST TIME THIS	_____ day of _____	, 2020.
READ A SECOND TIME THIS	_____ day of _____	, 2020.
Public Notification mailed on	_____ day of _____	, 2020.
Public Notification published 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 “PRRD
Zoning Amendment Bylaw No. 2377 (Cannabis), 2020, as
adopted by the Peace River Regional District Board on
_____, 2020.

Corporate Officer

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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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



Brad Sperling
Board Chair
Peace River Regional District
Box 810
Dawson Creek BC, V1G 4H8

October 16, 2020

Sent via email

Re: Request for GO Fund Council appointee from the Peace River Regional District

Dear Chair Sperling,

We would like to request the appointment of a Peace River Regional District (PRRD) council appointee to the Generate Opportunities (GO) Fund Committee. The 2-year term for the current council representative, Brad Sperling, expires this fall. Please inform us if he will be reappointed as the council representative for PRRD, or if another person will be appointed to this position so they can be invited to the next meeting in early December along with the PRRD community member.

The appointed individual is required to attend four Committee meetings per year. The quarterly meetings are usually held by teleconference or in Fort St. John. Further information about the role and responsibilities of the Committee members can be found in the Terms of Reference (attached) for the GO Fund Committee. Please feel free to share any of the attached information with potential new Committee members.

The GO Fund is an \$800,000 fund that will be distributed over an eight-year period to support of Peace region non-profit organizations. The GO Fund Committee is a ten-person Regional Decision-Making Committee with two appointees from each of the following communities and region: Fort St. John, District of Hudson's Hope, District of Taylor, District of Chetwynd, and the Peace River Regional District. The Committee is responsible for making quarterly funding decisions on applications submitted by non-profit organizations.

Please notify us of the appointed council Committee member for the PRRD by **Friday November 20th**, so that this member can attend the next GO Fund Committee meeting in early December.

Please contact me if you have any questions.

Sincerely,

Nancy Pepper
Community and Social Mitigation Manager, Site C

cc. Shawn Dahlen, CAO, PRRD

Attachments: Terms of Reference: Regional Decision-Making Committee for the BC Hydro Peace
Region Non-Profit Community Fund
Generate Opportunities (GO) Fund – 2019 Update
BC Hydro GO Fund Application Guide

Part 1: Terms of Reference: Regional Decision-Making Committee for the BC Hydro Peace Region Non-Profit Community Fund (“Committee”)**Committee Establishment and Terms**

- Two appointees from each of the following communities: Fort St. John, District of Hudson’s Hope, District of Taylor, District of Chetwynd, and the Peace River Regional District.
- From each community:
 - One individual appointed from within the local government, either from staff or council, or a delegate; and
 - One individual from the community, district or region, who has a good understanding of non-profit organizations and needs within the community, district or region, as the case may be, to be appointed by the local government.
- Term: Alternating two-year terms for each of the two appointees to enable transition. Selection of replacements will be by local or regional government appointment.
 - The appointed local government representative will be assigned the two-year term on even years to take into account the municipal electoral cycle of four years.
 - The public appointee will be assigned the two-year term on odd number years.
 - The reappointment process will take place during November-December of each year.
 - When committee members are replaced, the replacement will finish the remainder of the term and then could be reappointed to another term.
- Meetings:
 - As the Fund is being established, more frequent meetings may be initially required.
 - Fund intakes will determine meeting requirements, and may be adjusted as required.
 - Meetings will be scheduled to accommodate committee members, and may be held in-person or by conference calls.
 - A meeting date and a back-up date will be chosen at each meeting for the next two meetings providing approximately six months’ notice to the members.
 - Each meeting will require a quorum of at least one member from each jurisdiction except as described below.
 - If a member cannot attend a meeting, they may review the meeting package and provide BC Hydro with their vote ahead of the meeting to be counted along with the votes of those present.
 - If at least one member from each community cannot attend a meeting, at least one of the members from that community must review the package and provide BC Hydro with their votes in advance of the meeting.
 - If due to an emergency, neither member from a community can attend a meeting or review the package and provide their votes, the meeting will proceed and the votes of the members present will determine the results.
 - Decisions will be determined by a simple majority vote. If a vote regarding an application for funds results in a deadlock, NDIT will break the deadlock and decide the application.
- Conflicts of interest:
 - A Committee member has a disclosable interest in a funding application if he or she has a material interest in the applicant (e.g. is a director, officer, partner, shareholder or employee or is otherwise interested in, or associated with the applicant) or the subject matter of the application (e.g. the program, project or organization that would receive the funds if the application is approved).

- If a Committee member has a disclosable interest in a funding application, he or she must promptly disclose the nature and extent of the disclosable interest to the Committee and must not vote on, or otherwise participate in, the decision to approve or deny that application or any other decision in relation to the application.
- Compensation:
 - Committee positions are on a volunteer basis only.
 - Travelling committee members will aim to carpool when possible.
 - Un-affiliated committee members may claim travel expense cost reimbursement after each meeting.
 - Travel expenses will come from the Fund, and be paid in accordance with Committee Expense Claim Form.

Committee Scope of Responsibility

Fund Establishment

- Approve scope and roles for the Committee with BC Hydro.
- Approve scope and role of the Fund Administrator (NDIT).
- Approve funding application review process and criteria.
- Approve annual calendar for the Fund, including Call for Applications, Annual Report.

Funding Decision-Making

- Review of applications that meet eligibility requirements (pre-vetted package provided by Fund Administrator).
- Decisions on funding awards based criteria and ranking process.
- Documentation of funding decisions (with support from secretariat).
- Decisions on cases of oversubscription to the Fund:
 - Within a single intake:
 - Use the information collected by NDIT regarding the minimum amount of funding required for a project to proceed for consideration for funding the project at less than the full request.
 - The Committee will generally rely upon the Project Score to determine which programs receive funding, but the Committee may vary from this at their discretion.
 - Within a year:
 - The Committee will cancel the remaining intakes once all funds have been dispersed and will not hold money back for future potential applicants in a given year.

Annual Accountability Reporting

- Recipient reporting reviews.
- Multi-year funding extension decisions.

Committee Guiding Principles

- Locally based in the Peace Region.
- Knowledgeable of local needs and existing non-profits and social service programs.
- Fair and transparent.
- Implement Fund in accordance with Site C Environmental Assessment Certificate Condition No. 52: "The EAC Holder must support the North and South Peace non-profit organizations by establishing a community non-profit fund and providing an annual contribution of \$100,000 per

year to the fund during the construction phase. Organizations that support children and families will be eligible to apply for funding from the community non-profit fund.”

Secretariat Support from BC Hydro

- BC Hydro will provide as needed secretariat support to the Committee including, without limitation:
 - Scheduling bi-annual in-person meetings for the Committee, and conference calls as required
 - Note-taking to document decisions
 - Distributing notes to the Committee and the Fund Administrator

Part 2: Terms of Reference for Conflict of Interest

Conflict of Interest

The committee is responsible for making decisions fairly, honestly and in the best interests of the GO Fund. Actual or apparent conflicts of interest raise doubts about the integrity of the application process, the fund and the impartiality of the committee’s decisions and actions. It is important to avoid any situation that may give rise to an actual or apparent conflict of interest.

An actual conflict of interest arises when a committee member’s objectivity and ability to act in the GO Fund’s best interests are or could be influenced by that member’s personal interests or by that member’s duties and obligations to others, including outside organizations. An apparent conflict of interest occurs when others may reasonably perceive that the committee member’s objectivity and ability to act in the GO Fund’s best interests could be influenced by that member’s personal interests or by that member’s duties and obligations to others, including outside organizations, even when no actual conflict of interest exists.

Steps in Case of Potential Conflict of Interest

1. If a member believes that he or she has a conflict of interest he or she can declare the conflict to the committee at the meeting.
2. If a member believes that he or she has a conflict of interest, he or she will seek to ensure that the other representative from the community is attending the meeting to vote on behalf of the community.
3. A member with a conflict of interest can still provide information about an application and participate in the discussion but he or she may not participate in the vote on the application for which he or she is declaring a conflict of interest
4. In order to ensure quorum in voting:
 - a. If both members from a community have a conflict of interest, the committee or NDIT will consider which member has a stronger conflict and that member will not take part in the vote on the application.
 - b. If the only member from a community is present at a meeting and he or she also has a conflict of interest with an application, than that member may vote on the application.
5. BC Hydro will document any of the following steps in the notes for the meeting for transparency.

Part 3: Terms of Reference for Fund Administrator (“Administrator”)

Complete terms of reference included in Program Contribution Agreement signed between BC Hydro and Northern Development Initiative Trust.

Administrator Scope of Work:

Communication on Fund

- Posting of fund information on webpage.
- Communication with applicants, response to questions on application process or Fund
- In cases of oversubscription to the Fund:
 - Within a single intake:
 - Liaise with applicants to establish applicant’s minimum funding required to run their proposed project
 - Within a year:
 - Communicate to applicants the option to hold their application until next year’s funding is available.

Collection/Review of Applications

- Download applications from web-based system.
- Review of applications to ensure they meet eligibility requirements
- Preparation of applications that meet eligibility in a package for Regional Decision Making Committee

Funding Distribution

- Follow through on decisions made by the Regional Decision Making Committee
- Prepare letters to successful applicants with funding terms and to unsuccessful applicants with reasons for decline and information on future intakes and application support.
- Complete financial transfers of funding contribution
- Track financials for the Fund

Funding Recipient Reporting

- Request to funding recipient for annual reporting. (template to be provided to applicants)
- Preparation of reporting package for the Regional Decision Making Committee
- Quarterly report summarizing financial distribution of funds by project
- Annual report on Fund activity including overview of # of applications, # successful, issues in application process, feedback from applicants.

Secretariat Support

- Communication with applicants with questions on application process or Fund.
- Schedule meetings. *
- Note-taking to document decisions. *
- Distribution of notes to Regional Decision Making Committee and Administrator. *

Communications and Public Affairs*

- Coordination with Committee and BC Hydro on announcement of the fund, and communications on application process
- Coordination with Committee and BC Hydro on post-award new release development and distribution.
- Annual Report – posted for public information on funded programs and results
- Posting of annual report on funded programs for public information

Administrator Guiding Principles

- Cost-effective
- Efficient
- Streamlined application process (for ease of application for busy non-profits).
- Transparent
- Professional

** To be resourced by BC Hydro.*

Generate Opportunities (GO) Fund – 2019 update

In 2016, BC Hydro launched the Generate Opportunities (GO) Fund, an \$800,000 fund to support Peace Region non-profit organizations. The GO Fund will be distributed over an eight-year period to organizations that provide services to vulnerable populations including children, families and seniors.

The GO Fund is administered by Northern Development Initiative Trust on behalf of BC Hydro. Applications for funding are accepted on an ongoing basis and funds are distributed on a quarterly basis. Organizations are eligible to apply for individual grants up to \$10,000 per year.

As of December 31, 2019, BC Hydro had distributed \$437,691 to 49 projects. For more information and to apply, please visit www.sitecproject.com/GoFund or www.northerndevelopment.bc.ca (search “GO Fund”).



Participants in North Peace Gymnastics Association's Special Abilities Program enjoy gymnastics with instructors and educational assistant support persons, supporting students in growing their physical and social skills. Each child receives an individual plan which may include speech and physiotherapy. The Special Abilities Program is run in partnership with School District 60 and ran as a pilot in 2018. NPGA received a GO Fund grant in June 2019. Photo credit: North Peace Gymnastics Association

Generate Opportunities (GO) Fund – 2019 update

In 2019, we distributed \$151,046 to 17 non-profit organizations in the Peace Region, supporting non-profit organizations in providing services to vulnerable groups, including children, families and seniors, related to recreation, the arts, health, restorative justice and literacy.

2019	
Recipient organization:	Funding received:
BC SPCA (North Peace)	To assist low-income families and fixed-income seniors in having their cats spayed/neutered.
Community Bridge	To provide monthly Daddy and Me programs for dads, grandfathers and other male caregivers to enjoy an activity with children aged 0-6 years old.
Fort St. John & Area Senior's Care Foundation	To grow the Meals and Wheels and Better at Hope programs by providing wheelchairs, walkers, crutches and canes, and other necessary care supplies.
Fort St. John Association for Community Living	To provide residents with accessible, safe and reliable vehicle transportation to connect them with employment, services and community events.
Fort St. John Literacy Society	To build children's literacy with the Dolly Parton Imagination Library program for free to vulnerable families, and to deliver a nutritional literacy program in 2020.
Fort St. John Metis Society	To deliver trapping and traditional Michif language programming by connecting Elders with youth and adults in cultural practices and revitalize the language.
Fort St. John Public Library Association	To deliver the CLICK program: computer literacy training to vulnerable populations, seniors and youth who may not otherwise have access to computer literacy training.
Fort St. John Women's Resource Society	To fund a coordinator to maintain food and clothing donations to the store, organize client volunteers and work with varying agencies within the community to provide community outreach and support to clients.
Hudson's Hope Fall Fair Society	To support low-income families and seniors in attending the Fall Fair and dinner, and to provide a wheelchair-accessible porta potty at the event.
North Peace Family SuperPark Society	To fund family programs for children of all ages and needs, with nutrition education through gardening and physical activity.
North Peace Gymnastics Association	To provide programming for special-needs students who require extra support to access the physical and social curriculum at school.
North Peace Justice Society	To provide a volunteer facilitator training program in financial responsibility, program sustainability as well as increase the depth and quality of training.
Northeast Aboriginal Business Centre Society	To provide nutritional information and kitchen tool-kits to vulnerable families currently struggling to provide healthy meals for themselves.
Northern British Columbia Volleyball Club	To provide free access to the Northern B.C. Volleyball Club Skills Camp to all children in Fort St. John, including those outside the Club.
Peace Passage Skating Club	To fund registration fees for 20 children skaters for the 2019/2020 season.
Sources Community Resources Society	To fund an ADHD Conference to provide training and information to professionals and caregivers who live and work with those living with ADHD.
Tansi Friendship Centre Society	To supply children from vulnerable families with school-supplies-filled backpacks, and to run a lunch program to provide healthy snacks, and include the family members in making the meals, thereby increasing food-safe skills.

BC Hydro GO Fund

Site C Project Supporting Peace Region Community Non-Profits to Generate Opportunities

Application Guide



Program Overview

The BC Hydro GO Fund is providing support to Peace Region Community Non-Profits to Generate Opportunities. The **BC Hydro GO Fund** is a program administered by Northern Development Initiative Trust (Northern Development) on behalf of BC Hydro. The Fund will provide \$800,000 over eight years to community non-profit organizations in the Peace Region during construction of the Site C Clean Energy Project. Non-profit organizations supporting children, families and seniors will be eligible to apply for individual grants up to \$10,000 per year.

Features and benefits of the program:

- Supports non-profit organizations providing important community services and programs
- Provides a source of funding to assist in organizational capacity and program implementation
- An efficient approval process for complete and well documented applications

Objective

The purpose of the program is to reduce inequities through financial grants to local non-profit organizations that provide services to children, families, and seniors. The BC Hydro GO Fund is targeted to support non-profit organizations serving the communities of Fort St. John, Hudson's Hope, Taylor, Chetwynd, and residents of Peace River Regional District (Electoral Areas B, C and E). Funding decisions will be made by a regional committee with appointees from the communities and rural areas that the Fund is serving.

Funding Terms

- The maximum allowable grant is \$10,000

Previously funded projects or programs are subject to the following funding terms:

- Second application for the same project or program: grant funding to a maximum of 75% of the eligible project budget, up to \$7,500
- Third application for the same project or program: grant funding to a maximum of 50% of the eligible project budget, up to \$5,000
- Maximum allowable approved applications for the same project or program is three (3)

Application Intake Deadlines

Funding applications are continuously accepted to this program and reviewed by a regional decision-making committee on a quarterly intake cycle. Once all funds have been disbursed in a year, the committee will cancel the remaining intakes.

The application intake deadlines and details are publicly posted on the [Northern Development website](#).

Eligibility

Eligible organizations and criteria

The BC Hydro GO Fund will provide grants to eligible non-profit applicants which best meet the program criteria:

- Registered non-profit organizations (✦Registered as a Society in BC)
- Provide support to reduce inequities, specifically children, families, and seniors
- Provide programming to residents in the designated local communities and rural areas in the Peace Region including Fort St. John, Hudson's Hope, Taylor, Chetwynd, Peace River Regional District (Electoral Areas B, C and E)

Eligible costs *(including but not limited to)*

- Education or material development
- Program supplies
- Direct program staff salaries
- Additional operating costs

Ineligibility

Ineligible organizations

- Individuals, government, corporate, political organizations, and third-party fundraisers

Ineligible event types and costs

- Examples: Regular sports programming, sports tournaments, school events, school equipment, safe grads
- GST
- Costs incurred prior to formal notification of funding approval
- Operating costs or rental expenses of applicant buildings or facilities
- Existing administrative staff wages

Application and Program Requirements

- The grant application program must target priority areas that have been identified by the region request including:
 - Healthy food options (food bank support, nutrition, education)
 - Child development programming (daytime: infant, toddler, pre-school and after-school: tweens and teens)
 - Family care (support and education around violence, addiction, and healthy relationships)
 - Affordable transportation to improve access to services and programs
 - Affordable access to technology

- The grant application must have a letter of support from a municipality, regional district or community organization
 - Applicants are responsible for securing a letter outlining support for the funding request. The applicant must provide a copy of the letter of support to Northern Development before a funding decision can be made (sample wording is provided in the application form)

Application Assessment

Northern Development staff will review the application to ensure completeness, eligibility and fund availability. Northern Development staff may contact the applicant if any questions arise from the application in order to provide clarity to the decision-making committee.

Applications meeting eligibility requirements will be provided to the regional decision-making committee for the fund for final review and funding approval decisions.

Successful applicants will receive an approval letter with grant funds attached. Unsuccessful applicants will also receive written notification and information on future intakes.

Reporting

The applicant must submit an annual report using Northern Development's reporting form describing how the funds received impacted their organization and reduced inequities, specifically with children, families, and seniors it supports. Reporting must be submitted to Northern Development before a new application for funding can be accepted.

The [BC Hydro GO Fund Reporting Form](#) is available on Northern Development's website.

Questions?

Northern Development Initiative Trust

301-1268 Fifth Avenue
Prince George, BC V2L 3L2

250-561-2525

info@northerndevlopment.bc.ca

www.northerndevlopment.bc.ca

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		
Marilyn 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 Milliken
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



HEALTH CARE SCHOLARSHIP COMMITTEE MEETING MINUTES

THURSDAY, OCTOBER 1, 2020

LOCATION	Peace River Regional District Office, Dawson Creek, BC	
ATTENDANCE	Directors	Staff
	Director Rose, Chair	Shawn Dahlen, Chief Administrative Officer
	Director Ackerman, Vice-Chair	Tyra Henderson, Corporate Officer
	Director Bumstead	Teri Vetter, Chief Financial Officer
	Director Sperling	Jill Rickert, Grants Coordinator
		Kori Elden, Recorder
		Others
		Angela De Smit, Northern Health

1. CALL TO ORDER The Chair called the meeting to order at 1:59 pm.

2. DIRECTORS' NOTICE OF NEW BUSINESS

3. ADOPTION OF AGENDA

MOVED Director Bumstead, SECONDED Director Sperling,
That the Health Care Scholarship Committee adopt the October 1, 2020 Meeting Agenda:

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 Closed Health Care Scholarship Committee Draft Meeting Minutes of September 17, 2019
6. **Business Arising from the Minutes**
 - 6.1 Questions for Northern Health
7. **Delegations**
8. **Correspondence**
 - 8.1 Naomi Barnes – Thank you Letter
 - 8.2 Naomi Reuhl – Thank you Card
9. **Reports**
 - 9.1 Quarterly Health Care Scholarship Committee Meetings, DR-HCSC-002
 - 9.2 Survey for Nurses, DR-HCSC-003
 - 9.3 Notice of Closed Session – October 1, 2020, ADM-HCSC-001
10. **New Business**
11. **Diary**
 - 11.1 Diary Items
12. **Item(s) for Information**
13. **Adjournment**

CARRIED

4. GALLERY COMMENTS OR QUESTIONS



5. ADOPTION OF MINUTES

- 5.1
July 2/20 HCSC Minutes
- MOVED Director Bumstead, SECONDED Director Ackerman,
That the Health Care Scholarship Committee adopt the July 2, 2020 Meeting Minutes.
- CARRIED**

The Grant Coordinator entered the meeting at 2:05 pm.

6. BUSINESS ARISING FROM THE MINUTES

- 6.1
Questions for Northern
Health
- The Committee posed several questions to Angela De Smit from Northern Health.
Questions included:
- Is there benefit to recruiting nurses from other areas of Canada?
 - Is 24-hour daycare for nurses going to be addressed?
 - How can the PRRD differentiate its communities from others competing for the same workers?
 - How can the PRRD retain the nurses who move to the area for a position?
 - How can the PRRD help Licensed Practical Nurses (LPNs) in the area who want to become Registered Nurses (RNs)?
 - Do the Health Care Scholarship Committee programs need to be marketed more or does the program structure need to change?

Ms. De Smit advised that:

- COVID-19 has effected Northern Health attending recruitment fairs but they are recommencing.
- Northern Health has begun looking into after-hours daycare.
- Differentiating and retaining starts at the recruitment process by asking questions and there has been a shift towards people wanting to travel and leave the area.
- LPNs require sixty non-nursing university transferable credits to enroll in the Northern Accelerated Baccalaureate Nursing Program.
- It could be beneficial to have conversations with Northern Lights College regarding health care program fees and class sizes.

The Chief Administrative Officer entered the meeting at 2:42 pm.

Angela De Smith left the meeting at 2:50 pm.

7. DELEGATIONS

8. CORRESPONDENCE

- 8.1
Naomi Barnes – Thank You
Letter
- MOVED Director Sperling, SECONDED Director Bumstead,
That the Health Care Scholarship Committee receive the Thank You Letter from Naomi Barnes for information.
- CARRIED**

- 8.2
Emily Reuhl – Thank You
Card
- MOVED Director Bumstead, SECONDED Director Sperling,
That the Health Care Scholarship Committee receive the Thank You Card from Emily Reuhl for information.
- CARRIED**

9. REPORTS



9.1
Quarterly Health Care
Scholarship Committee
Meetings, DR-HCSC-002

MOVED Director Ackerman, SECONDED Director Sperling,
That the Health Care Scholarship Committee schedule permanent bi-annual committee meetings in January, to review statistics and discuss the budget, and October, to adjudicate the RN/RPN scholarship awards; further, that two additional bi-annual meetings be scheduled in April and July until such a time that the Committee is satisfied with the performance of the scholarship programs.

CARRIED

9.2
Survey for Nurses, DR-
HCSC-003

MOVED Director Bumstead, SECONDED Director Sperling,
That the Health Care Scholarship Committee recommends that the Regional Board authorize cooperative work with Northern Health and the BC Nurses' Union regarding the potential development of a survey on nursing staff that would assist in the recruitment and retention strategy of nurses in the region.

CARRIED

9.3
Notice of Closed Session –
October 1, 2020, ADM-
HCSC-001

MOVED Director Ackerman, SECONDED Director Sperling,
That the Health Care Scholarship Committee 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 – Awards – Personal Information (CC Section 90 (1)(b))

CARRIED

The Chair recessed the meeting to a Closed session at 3:03 pm

10. NEW BUSINESS

Reconvene

The Chair reconvened the meeting at 3:12 pm. Director Bumstead was not present.

11. DIARY

11.1
Diary Items

No changes were made to the Diary.

MOVED Director Rose, SECONDED Director Ackerman,
That the Health Care Scholarship Committee recommend that the Regional Board authorize research into further promotion of the PRRD Health Care Scholarship program.

CARRIED

12. ITEMS FOR INFORMATION

11.1
Terms of Reference

The Committee's Terms of Reference was included for information.

13. ADJOURNMENT

The Chair adjourned the Meeting at 3:15 pm.

Director Rose, Chair

Kori Elden, Recorder



<u>Item #</u>	<u>Agenda Item</u>	<u>Minutes</u>
1.0	Roll Call	North Peace Airport Society President Jim McKnight, Electoral Area C Vice-President Brent Taillefer, District of Taylor Director Arlene Boon, Electoral Area B Director Rob Fraser, District of Taylor Director Karen Goodings, Electoral Area B Director Moira Green, City of Fort St. John Director Bob Norton, District of Hudson's Hope Director Brad Sperling, Electoral Area C Director Byron Stewart, City of Fort St. John Miranda V. Flury, Director of Strategy, Capital & Planning (D.SCP) Vantage Airport Group Zachary Berglund, Manager Facilities, Projects, and Capital Planning Absent Director Dave Heiberg, District of Hudson's Hope
1.1	Call to Order	9:30 am
1.2	Amendments to Agenda	None.
2.0	Meeting Minutes	
2.1	Meeting Minutes June 8, 2020	JULY/6/2020- 1 MOVED: Brent Taillefer SECONDED: Brad Sperling THAT the regular meeting minutes from June 8, 2020 are approved as presented. CARRIED
3.0	Consent Agenda	JULY/6/2020- 2 MOVED: Karen Goodings SECONDED: Brent Taillefer THAT the consent agenda on July 6, 2020 is approved as presented.



		CARRIED
4.0	Society's Financial Statements	JULY/6/2020- 3 MOVED: Arlene Boon SECONDED: Brad Sperling THAT the Society's financial statements dated May 31, 2020 are accepted as presented. CARRIED
5.0	North Peace Airport Services Reports	
5.1	NPAServices' Operational Report April 2020	<ul style="list-style-type: none">• Received.• YTD we have dropped approx. 50% in pax traffic-how does this compare to other airports?<ul style="list-style-type: none">○ From what Vantage can estimate, it is in line or a little bit better than other airports- YXJ is recovering faster then other airports.• Any idea why medevac doubled or is the statistic different?<ul style="list-style-type: none">○ North Cariboo added a second medevac aircraft to YXJ which explains the increase in medevac flights. It is not a reflection of an increase in demand for the area.
5.2	NPAServices' Financial Statements	<ul style="list-style-type: none">• Received.• Natural gas bill has caused the 15% increase YTD, Vantage will review and update the Society.<ul style="list-style-type: none">○ Payments are set on equalized billing (resulting in an increase in payment over the summer period)○ There was also a late billing from 2019 that was paid 2020.• How does a YTD decrease in revenue of 28% compare to other airports?<ul style="list-style-type: none">○ From what Vantage can estimate, YXJ is in line or a bit better than other airports.



		<ul style="list-style-type: none">• Did Services receive the 75% wage subsidiary? If yes- where is it located on the income statement?<ul style="list-style-type: none">◦ NPAServices has not received the subsidiary yet, but they did apply for it.• Since the end of February, net income has decreased on Services' income statement from \$104,132 to \$41,118. Vantage has had to inject cash into Services' since March of 2020. How sustainable is this for Vantage?<ul style="list-style-type: none">◦ Vantage is not concerned about the sustainability of supporting NPAServices' financially.• Prior to COVID, the need to increase non-aeronautical revenue was apparent where possible. Have other airports innovated in this space due to COVID and could YXJ could mimic them? Are there any unique opportunities for YXJ to produce new non-aeronautical revenue streams?<ul style="list-style-type: none">◦ Vantage noted some airports have converted their parking lots into drive-in movie theatres, other airports are leasing out portions of their parking lots to car rental companies to help them with the overflow of their inventory.
5.3	Project Status Updates	
5.3.1	Project Update- Runway Rehabilitation 03/21 ACAP	<ul style="list-style-type: none">• Not received, a smaller update was provided on MD report.
5.3.2	Project Update- Grader	<ul style="list-style-type: none">• Not received, a smaller update was provided on MD report.
5.3.3	Project Update- Firehall and	<ul style="list-style-type: none">• Not received, a smaller update was provided on MD report.



	Maintenance Upgrades	
5.3.4	Project Update-Crash Gates	<ul style="list-style-type: none"> Not received, a smaller update was provided on MD report.
5.3.5	Project Update-Professional Services Agreement with WSP (ARFF Firehall)	<ul style="list-style-type: none"> Still waiting for written confirmation from ACAP indicating YXJ still qualifies for a firehall if the original ACAP application is no longer active.
5.3.6	Project Update-Computer Server Upgrade	<ul style="list-style-type: none"> Not received, a smaller update was provided on MD report.
5.3.7	Project Update-North Cariboo Air Apron Rehabilitation	<ul style="list-style-type: none"> Not received, a smaller update was provided on MD report.
5.3.8	Project Update-Apron Rehabilitation by Baggage Area	<ul style="list-style-type: none"> Not received, a smaller update was provided on MD report.
5.3.9	Project Update-FEC Generator	<ul style="list-style-type: none"> Not received, a smaller update was provided on MD report.
6.0	Unfinished Business	
7.0	New Business	
8.0	Adjournment	<p>JULY/6/2020- 4 MOVED: Arlene Boon THAT the meeting is adjourned at 9:58 am.</p> <p>CARRIED</p>
9.0	Closed Meeting	See closed meeting minutes.

NWWC BUILDING COMMITTEE MEETING MINUTES

September 17, 2020 at 2pm
Zoom Online Meeting

PARTICIPANTS	Leonard Hiebert (Peace River Regional District), Al Mottishaw (Real Estate-Retired), Patricia Jones (FNHA), Virginia Toulouse (FNHA), Martha Funk (Addictions Consultant-NWWC), Larry DaRos (Accountant, Building/Construction), Jeff Quibell (Falcon Engineering), Don Pettit (Peace Energy Renewable Energy Co-op), Cynthia Barlow (Streetohome), and Mukhtar Latif (Pomegranate Housing Consultancy)
REGRETS	Chris Hawkins (Adlard Environmental)
GUESTS	Rob Turnbull and Tracey Harvey (Streetohome Foundation)
STAFF	Isaac Hernandez and Liz Flores
MINUTES BY	Tracey Harvey and Cynthia Barlow

ITEM 1 INTRODUCTIONS & OPENING REMARKS

Isaac welcomed everyone to NWWC's inaugural Building Advisory Committee Meeting. Isaac advised that NWWCS Board of Directors' send their regrets as they were not able to join on the call today as they were dealing with a few community health challenges.

Chris Hawkins from Adlard Environmental who has been instrumental in helping NWWC with this initiative is not able to join us today as well.

Introductions were made and the meeting agenda reviewed.

CONSENSUS: Today's Agenda approved.

ITEM 2 ADDICTION RECOVERY COMMUNITY HOUSING MODEL

Isaac provided a brief history of NWWC's ARCH project and a summary of the model.

In 2007, Isaac started exploring different continuum of care models and the Board of Directors for the NWWCS supported the concept. Isaac and Rob attended a workshop at San Patrignano (a 4-year recovery community program) in 2014 and NWWC considered an adaptation of the San Pa model for the newly acquired property in Pouce Coupe.

Concurrently, Streetohome was developing two recovery models: Delancey Street Vancouver (urban version of San Patrignano) and the Addiction Recovery Community Housing (ARCH) model. The ARCH is a continuum of care model that addresses the gaps in the recovery service system. Streetohome shared both business cases with addiction recovery service network.

NWWCS liked the ARCH model and adapted the business case by adding a treatment programming component to help meet the needs in Northeast BC. NWWC's adaptation of the ARCH supports individuals from early intervention (prevention and detox) all the way to recovery supportive housing all under one roof.

ARCH consists of four components – Early Recovery Housing (detox), Addiction Treatment Housing, Recovery Supportive Housing, and Recovery Community Centre.

ITEM 3 REVIEW & ENDORSE BAC TERMS OF REFERENCE

Isaac reviewed the committee terms of reference and ask for feedback. All members endorsed the BAC TOR. Decision

DISCUSSION: The committee membership was discussed, and many members confirmed their interest in this initiative.

Leonard Hiebert was appointed by the Peace River Regional District Board and feels this is a needed resource in the Peace River Region. First Nations Health Authority is looking for a representative and hopes to provide a name soon, preferably a local member.

A couple of the members were concerned of a possible conflict of interest if solar energy and geothermal sources were considered.

Other members had no issues and confirmed their participation if their availability allowed them to do so.

It was noted that this committee needed to consider a programming component in the planning and discussions as it will influence design and the use of space. The possibility of combining both, building and programming, committees into one was suggested.

ACTION 1: Cynthia and Isaac will revise the TOR to include programming and will bring back to the next committee meeting for approval.

ITEM 4 NWWC ARCH PROJECT PROGRESS/NEXT STEPS

Mukhtar Latif provided an update on the NWWC's Working Group's efforts on the ARCH project.

a) BC Housing (BCH) Funding Requirements

BCH funding requirements state that the property for development must be owned separately from the program delivery service provider. NWWC Society is working through the process of creating a foundation that will hold the ownership of land which will meet the BCH's funding requirements. Isaac and the Board are early in this process but will come back to the committee with an update.

ACTION 2: NWWC to initiate the change of ownership and provide a progress update at committee meetings.

b) BCH Pre-development funding

Pre-development funding helps with the early stages of planning a project and the funds to pay for tasks that are needed to be completed before construction can begin. This process includes engaging the expertise to carry out the preliminary architectural and engineering work to determine if a site is suitable for development before making an application for development funding.

An application has been submitted to BCH and if approved, to work towards completing this scope of work by end of the year.

c) ALC Application

NWWC has hired Kumlin Sullivan to apply to Agricultural Land Commission (ALC) and Peace River Regional District (PRRD) to change the use for a portion of the land at Farmington.

Leonard noted that ALC applications can be challenging and recommends submitting the application for non-farm use to the ALC as soon as possible. PRRD is supportive of this initiative and will process the request as quickly as possible. The application will come to PRRD first and then back to ALC for their approval. ALC approval process time is expected to be 4 to 6 weeks.

The application will include a farming component such as growing indigenous herbs, raising chickens and goats as well as building hoop/green houses. The collection of local medicines for ceremonial purposes is also keen within the development of the ARCH.

d) Project timeline

This project will be developed in phases, with phase 1 starting with 40 units then building up to 120 units.

Construction start is anticipated for summer 2021 with completion based on construction type – 12 months for modular and 16 months for stick frame. Anticipated occupancy is fall 2022.

ITEM 5 CHAIR CLOSING COMMENTS

Ideally, it would be good if the committee can meet monthly to help with the development of the ARCH project and Isaac asked if that would work for everyone? Yes, however, individuals prefer another day than Thursday.

Isaac thanked everyone for their time and commitment.

ACTION 3: Liz to set up a monthly Zoom meeting starting in October.

ITEM 6 ADJOURN

The meeting ended at 3:10 p.m.

A SIMPLE
THANK-YOU...



...FOR SIMPLY
EVERYTHING.

Thank you for choosing
me as one of this years
PRRD Health Care Scholarship
recipients, It really means
alot!

- Avery Gaucher



October 14, 2020

File: 0280-30

Ref: 192761

Brad Sperling, Chair
Peace River Regional District
Email: brad.sperling@prrd.bc.ca

Dear Brad Sperling:

Thank you for your letter dated August 14, 2020 in which you inquired on the status of the Farmer Information Service contract. I apologize for the delay in my response.

The Request for Proposal (RFP) was posted February 2020 and remained open for approximately 2 months which included extending the closing date on two occasions. During that time, only one proposal was received. The members of the Farmer Information Service management committee evaluated and provided feedback on the RFP. The Ministry of Agriculture is currently negotiating the contract with the successful proponent. The announcement of a provincial election and the current interregnum period means the successful candidate will not be announced until post election.

Due to COVID-19 impact on the B.C.'s agriculture sectors, numerous Ministry of Agriculture staff saw increased workloads, and priorities were altered to focus on the immediate and imminent needs of the agriculture sectors across the province. Unfortunately, this resulted in the delay of issuing this contract.

The Ministry of Agriculture values the services that the Farmers Information Service will provide to landowners and agriculture operators in the Peace River Regional District and look forward to working with the Regional District in the delivery of this program.

Sincerely,

Tom Ethier
Deputy Minister

cc: Fazil Mihlar, Deputy Minister, Ministry of Energy, Mines and Petroleum Resources



PEACE RIVER REGIONAL DISTRICT

August 14, 2020

Tom Ethier
Deputy Minister of Agriculture
PO BOX 9120, STN PROV GOVT
VICTORIA BC V8W9B4

Sent Via Email: tom.ethier@gov.bc.ca

Dear Deputy Minister Ethier;

RE: Farmers' Information Services

The Ministry of Agriculture issued a public RFP on February 28, 2020 for a contractor to manage and maintain the Farmers' Information Service (FIS). The RFP closed on April 23, 2020. Since that time, the Ministry has not yet awarded the contract.

The Farmers' Information Service (FIS) works to ensure rural landowners throughout the Peace River Regional District (PRRD) are provided access to relevant information to manage their land and agricultural assets in order to mitigate business risk and maximize future economic opportunity, as it relates to interaction with the oil and gas industry.

The decision on awarding the contract to the applicant whose application was vetted through the management committee is long overdue. Several of our producers in the region have been left hanging when the previous contract was finished in June 2019.

On behalf of the Regional District Board, I would like to request that the Ministry award the contract for the Farmers Information Services or repost it.

Yours Truly

Brad Sperling
Chair

- c. Fazil Mihlar, Deputy Minister of Energy, Mines and Petroleum Resources.
Fazil.Mihlar@gov.bc.ca

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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) 785-1125 Email: prrd.fsj@prrd.bc.ca



1173558

Dear Mayors, Regional District Chairs and Chief Administrative Officers:

Immunization plays a critical role in preventing disease and protecting the health of all British Columbians. Maximizing the opportunities for people to get immunized against vaccine preventable diseases, including influenza, is a public health priority and especially important during the COVID-19 pandemic.

In order to continue safely delivering immunization services to as many people as possible during the COVID-19 pandemic, our regional health authorities are looking to work in partnership with their local communities to use large public buildings, facilities and indoor spaces, such as recreation centres and sports arenas, as venues for public immunization clinics.

As a result, I am writing to request that your municipality make its large public buildings, facilities and indoor spaces available to public health officials on a temporary basis for immunization clinics in the fall and winter. It is our expectation that these spaces will be used by health authorities in full compliance with health and safety plans and related public health guidance, including requirements for routine cleaning and limiting the number of persons on site at any given time. Health authorities will cover the costs of using these spaces, including those related to additional cleaning.

Local public health officials will be contacting you directly to discuss this request. Please also feel free to reach out to them in advance with any questions. A copy of this letter is being sent to all Mayors, Regional District Chairs and Chief Administrative Officers in British Columbia.

Thank you for supporting immunization and the health of your community.

Sincerely,

Bonnie Henry
MD, MPH, FRCPC
Provincial Health Officer



PEACE RIVER REGIONAL DISTRICT

Building Permit Report for September 2020

Current Month

BUILDING INSPECTION AREA	# of Permits	Value of Permits
Chetwynd vicinity (Portion of Electoral Area 'E')		
Storage shed	1	\$ 20,750
Dawson Creek vicinity (Area 'D' & portion of Area 'E')		
Garage	2	\$ 93,760
Scale building	1	\$ 30,000
Fort St. John vicinity (Areas 'B', 'C' and portion of Area 'E')		
S/F Dwelling	1	\$ 10,000
Manufactured Home	4	\$ 143,000
Shop/Garage	2	\$ 200,000
Monthly Total	11	\$ 497,510

YEAR TO DATE		West Peace	South Peace	North Peace
S/F Dwelling	# of permits	3	5	10
	Value	\$309,320	\$1,365,300	\$2,706,300
Manufactured Home	# of permits	1	4	10
	Value	\$ 29,000	\$120,000	\$507,000
Garage/shop	# of permits	1	4	10
	Value	\$ 20750	\$267,080	\$923,400
Commercial	# of permits	2	1	1
	Value	\$205,000	\$ 30,000	\$60,000
Industrial / Utility	# of permits			
	Value			
Institutional/Recreational	# of permits	1		
	Value	\$20,000		
Total Number of Building Permits				61
Year to Date Total				\$6,574,550

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