



# PEACE RIVER REGIONAL DISTRICT

## Public and Technical Stakeholder Committee Meeting Agenda

July 18, 2025, 10:00 a.m.

1981 Alaska Avenue, Dawson Creek, BC

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**SOLID WASTE PUBLIC AND TECHNICAL STAKEHOLDER COMMITTEE  
MEETING MINUTES**

**March 27, 2025, 1:00 p.m.  
1981 Alaska Avenue, Dawson Creek, BC**

Directors Present: Director Hiebert, Electoral Area D, Committee Chair  
Director Zabinsky, City of Fort St. John (via Zoom)

Committee members: Cindy Edgar, District of Hudson's Hope (via Zoom)  
Gil Davies, West Moberly First Nations (via Zoom)  
Devon Aaroe, City of Dawson Creek  
Prashanth Subburam, Ministry of Environment and Parks (via Zoom)  
John Stockmans, Saulneau First Nation  
Lindsay Heal, Recycle It-Resource Recovery (via Zoom)  
Owen Bloor, Doig River First Nations (via Zoom)  
Ryan Galay, District of Taylor (via Zoom)  
Nathan Prince, McLeod Lake Indian Band (via Zoom)  
Jeremy Gardner, City of Fort St. John (via Zoom)  
Cory Pomeroy, Green for Life Environmental (via Zoom)  
Tammy Jensen, Mile 62.5 Contractor (via Zoom)  
Kaileigh Dynna and Bill Symons, e360 Contractor (via Zoom)

Staff Present: Joanne Caldecott, Deputy Corporate Officer  
Kari Bondaroff, General Manager of Environmental Services  
Gerritt Lacey, Solid Waste Manager  
Colin Bates, Solid Waste Foreman  
Terry McKinnon, Solid Waste Coordinator  
Genevieve Mulvahill, Environmental Services Clerk  
Suzanne Garrett, Corporate Services Coordinator/Recorder

Delegation: **TetraTech**  
Sarah Keith, Project Scientist and Regulatory Expert (via Zoom)

- 
1. **CALL TO ORDER**  
Committee Chair Hiebert called the meeting to order at 1:00 p.m.
  2. **ADOPTION OF AGENDA**  
MOVED Director Zabinsky  
SECONDED Owen Bloor  
That the Solid Waste Public and Technical Stakeholder Committee adopt the March 27, 2025 agenda:
    1. **CALL TO ORDER**
    2. **ADOPTION OF AGENDA**
    3. **GALLERY QUESTIONS OR COMMENTS**

**4. ADOPTION OF MINUTES**

4.1 Solid Waste Public and Technical Stakeholder Committee Draft Meeting Minutes of October 4, 2024

**5. BUSINESS ARISING FROM THE MINUTES****6. DELEGATIONS**

6.1 Tetra Tech Re: Regional Solid Waste Management Plan Amendment Consultation Plan

**7. CORRESPONDENCE****8. REPORTS**

8.1 PRRD Regional Solid Waste Management Plan Amendment Consultation Plan, ENV-SWPTSC-004

**9. NEW BUSINESS****10. ITEM(S) FOR INFORMATION**

10.1 Solid Waste Committee Terms of Reference

**11. ROUNDTABLE****12. ADJOURNMENT****CARRIED****3. GALLERY COMMENTS OR QUESTIONS****4. ADOPTION OF MINUTES****4.1 Solid Waste Public and Technical Stakeholder Draft Committee Meeting Minutes of October 4, 2024**

MOVED

Director Zabinsky

SECONDED

Owen Bloor

That the Solid Waste Public and Technical Stakeholder Committee adopt the Solid Waste Public and Technical Stakeholder Committee Meeting minutes of October 4, 2024.

**CARRIED****5. BUSINESS ARISING FROM THE MINUTES****6. DELEGATIONS**

Sarah Keith, B.SC., Project Scientist and Regulatory Expert for Tetra Tech delivered a presentation titled "Regional Solid Waste Management Plan Amendment" which included the following information:

- Last Project Timeline
- Current Project Timeline
- Desktop Site Selection
- Site Reconnaissance
- Further Environmental Field Work
- Consultation to Date
- What We Have Heard
- Regional Solid Waste Management Plan (RSWMP) Amendment
- Strategy 12: Monitor the PRRD's three active landfills to continually assess long-term disposal options
- Proposed Amendment Text
- Proposed RSWMP Schedule
- Proposed Consultation Plan
- RSWMP Amendment Timeline



A question-and-answer period ensued and included:

- In response to a question regarding the definition of ‘consultation’, Ms. Keith noted that for the purposes of the amendment to the Regional Solid Waste Management Plan (RSWMP) consultation would be specific to the administrative amendment, with opportunity for feedback through email and in person meetings/open houses as requested. Feedback will be collated resulting in a summary report.
- Ms. Keith noted that the engagement process regarding the proposed landfill site(s) will be ongoing and separate from the RSMP amendment process.

**7. CORRESPONDENCE**

**8. REPORTS**

**8.1 PRRD Regional Solid Waste Management Plan Amendment Consultation Plan, ENV-SWPTSC-004**

MOVED Director Zabinsky

SECONDED Owen Bloor

That the Solid Waste Committee Public and Technical Stakeholder Committee recommend that the Solid Waste Committee recommend that the Regional Board approve the “Regional Solid Waste Management Plan Amendment – Consultation Plan” dated March 13, 2025, to include the addition of a section for the contemplation of future facilities.

**CARRIED**

**9. NEW BUSINESS**

**10. ITEMS FOR INFORMATION**

Terms of Reference.

**11. ROUNDTABLE**

**12. ADJOURNMENT**

The Chair adjourned the meeting at 1:27 p.m.

CERTIFIED a true and correct copy of the Minutes of the Solid Waste Public and Technical Stakeholder Committee from a meeting held on March 27, 2025 in the PRRD Board Room, 1981 Alaska Avenue, Dawson Creek, BC.

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Leonard Hiebert, Committee Chair

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Suzanne Garrett, Corporate Services  
Coordinator/Recorder





# REPORT

To: Solid Waste Public & Technical Stakeholder Committee Report Number: ENV-SWPTSC-005

From: Environmental Services Date: July 18, 2025

Subject: PRRD Regional Solid Waste Management Plan Amendment Consultation Summary

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## RECOMMENDATION:

That the Solid Waste Public & Technical Stakeholder Committee recommend that the Solid Waste Committee recommend that the Regional Board submit the amendment to the Peace River Regional District's Regional Solid Waste Management Plan for the newly created Section 3.4 "Future Facilities" as consulted on between May 2, 2025 and June 23, 2025 to the Province for approval.

## BACKGROUND/RATIONALE:

On March 20, 2025, the Regional Board passed the following resolution:

*MOVED, SECONDED and CARRIED,*

*That the Regional Board approve initiating the process of amending the Peace River Regional District's Regional Solid Waste Management Plan to include a section that allows for future facilities to be contemplated; further, that staff notify the public of its intention to amend the Solid Waste Management Plan and begin consultation on the proposed amendment through the Public and Technical Stakeholder Committee.*

On May 1, 2025 the Regional Board passed the following resolution:

*MOVED, SECONDED and CARRIED,*

*That the Regional Board approve the "Regional Solid Waste Management Plan Amendment – Consultation Plan" dated March 13, 2025, to include the addition of a section for the contemplation of future facilities.*

Between May 2, 2025 and June 23, 2025, consultation on the amendment to the Regional Solid Waste Management Plan (RSWMP) took place. Following the approved Consultation Plan dated March 13, 2025, the consultation processing included the use of:

Tool	Purpose
Online Tools and Local Media	Website updates and use of local media to reach broader Regional District.
Public Engagement and Open Houses	On an as requested basis. - No public engagement sessions were requested.
Focused Engagement	One-on-one follow up, both in person and via phone/teleconference to gather feedback and opinions from key interested parties.

	- PRRD received feedback from three neighboring landowners through email and phone call.
<b>First Nations Engagement</b>	Open invitation for participation as well as targeted outreach for direct engagement through letter sent May 5, 2025. - Totaling nine letters sent.
<b>Community Engagement</b>	Targeted outreach for direct engagement provided through letter provided to each municipality May 6, 2025. - Totaling seven letters sent.
<b>Adjacent Landowner Engagement</b>	Targeted outreach for direct engagement provided through letter sent May 5, 2025. - Totaling 24 letters sent.

At the end of the consultation period, the PRRD received:

- Feedback from two member municipalities:
  - One confirming receipt of the amendment letter and stating no further action would be taken.
  - One provides a letter of support for the amendment.
- Feedback from three adjacent landowners:
  - One seeking clarification on the requirement of the amendment as strategy 12C already speaks to replacement of facilities as deemed necessary.
  - One expressing concern for the expansion location as it pertains to operations, and neighboring property values.
  - One expressing the expansion location was the preferred option as location north up the highway based on resource features in the vicinity.

A redacted version of the Consultation Summary Report prepared by Tetra Tech is attached to the report for reference. The amendment and consultation summary report will be provided to the Province for approval.

### ALTERNATIVE OPTIONS:

1. That the Solid Waste Public & Technical Stakeholder Committee provide further direction.

### STRATEGIC PLAN RELEVANCE:

- ☒ Asset and Infrastructure Management

### FINANCIAL CONSIDERATION(S):

In 2023, the contract for engineering services to assist the PRRD through the process of siting a new landfill was awarded to Tetra Tech Canada Inc at a cost of up to \$1,100,000 over a five-year period.

In November of 2023, the PRRD allocated \$1,133,000 through the Province's Growing Communities Fund for the project. These funds will be utilized for the engineering services required through the project.

Between June 2023 to July 2025, \$185,146.45 has been spent on the project leaving \$914,853.55 remaining in the allocated contract value.

**COMMUNICATIONS CONSIDERATION(S):**

Ongoing consultation and engagement (concurrent to the RSWMP amendment process and post amendment approval) on the specific contemplated sites will occur at a more localized level to those in the Chetwynd area that may be impacted by the development of one of the proposed areas. Once a site has been chosen, the RSWMP will need to be amended again to include the new approved facility. This amendment is planned to be incorporated into the 5-year review of the existing RSWMP set to take place in 2027.

**OTHER CONSIDERATION(S):**

None at this time.

**Attachment:**

1. Regional Solid Waste Management Plan Amendment – Consultation Summary Report (Redacted)

**External Link:**

1. [PRRD Regional Solid Waste Management Plan Amendment Consultation Plan, ENV-SWPTSC-004](#)  
– See Item 8.1 on the Solid Waste Public and Technical Stakeholder Committee Agenda dated March 27, 2025.

July 7, 2025

Peace River Regional District  
1981 Alaska Ave  
Dawson Creek, BC V1G 4H8

ISSUED FOR USE\_REV01  
FILE: 704-SWM.SWOP04805-02  
Via Email: Gerritt.Lacey@prrd.bc.ca

**Attention:** Gerritt Lacey  
Solid Waste Manager

**Subject:** Peace River Regional District – Public Consultation Summary Report on Amendment to the  
Regional Solid Waste Management Plan

## 1.0 INTRODUCTION

Tetra Tech Canada Inc. (Tetra Tech) has prepared this Public Consultation Summary Report to describe the public consultation undertaken by the Peace River Regional District (PRRD) as part of the focused amendment to the Regional Solid Waste Management Plan (RSWMP)<sup>1</sup>. Specifically, the PRRD intends to seek approval to amend the existing RSWMP to include contemplation of new facility locations (including identifying the contemplated sites), as the Chetwynd Landfill is nearing capacity.

Engaging the public and key stakeholders is an integral aspect of the solid waste management planning process. The public consultation process undertaken was designed to meet the requirements outlined in Section 27 of the Environmental Management Act, which requires that a process be provided for comprehensive review and consultation for the amendment of a waste management plan. Tetra Tech also used the 2016 provincial document *A Guide to Solid Waste Management Planning* (Guide), which reinforces the importance of creating a meaningful context for engagement.

With respect to the RSWMP Amendment process, public participation involved consulting on the proposed text of the amendment only. This included informing the public and potentially interested parties of the need for the amendment and the implications should the amendment not be recommended for approval. A feedback mechanism was also provided. Parallel consultation and engagement are taking place outside of the amendment process, whereby the general public and potentially affected interested parties will have opportunity to provide feedback on the potential new facility locations.

### 1.1 Background and Consultation Objectives

The PRRD developed its first RSWMP in 1996. The RSWMP was updated in 2008, subsequently amended in 2013 and 2016, and most recently updated in 2021 for the timeframe of 2022 to 2032. This most recent update represents the current framework for solid waste management in the PRRD. The five-year effectiveness review is scheduled to be completed in 2027; however, the PRRD has identified a need to amend the RSWMP to facilitate the implementation of Strategy 12 to assess long-term disposal options. Currently, sub-strategy 12C identifies that multiple options will be evaluated if changes are required for active landfills, including closure and conversion to a transfer station, or expansion or relocation of landfills to an alternative site. However, the RSWMP did not include a “future facilities” section to allow for the contemplation of potential new sites. The intent of the 2025 amendment

<sup>1</sup> This version of the summary report has redacted all signatures from the appendices.



to the RSWMP will be to add a sub-section to the RSWMP to allow for the consideration of future facility locations. The Solid Waste Management Plan template within the Guide includes a section on future facilities, and it was an oversight that a similar section was not included with the 2022 RSWMP.

The proposed amendment is being sought for a more “administrative” section of the RSWMP that was missed and is required for Strategy 12 to be fully implemented. Strategy 12 is the result of full consultation and engagement that occurred during the development of the current RSWMP. Without the proposed amendment, the PRRD will not be able to fully implement the Strategy. Furthermore, as the proposed amendment is administrative in nature, the two main approaches the PRRD can take towards the proposed amendment are either to include it, allowing for potential future facilities, or to not include it.

Approval of the RSWMP Amendment by the Ministry of Environment and Parks (Ministry) requires the amendment to have undergone adequate consultation. From meetings with the Ministry, it is understood that this is a major amendment and would be considered a “focused amendment”. It is noted that although consultation is required from the entire Regional District, a higher level of engagement (e.g., direct reach-out with focused messaging and opportunity for requested in-person meetings to local governments, First Nations, and interested parties in the immediate Chetwynd area) is expected for those immediately impacted, and a lesser degree of engagement, such as notification (e.g., broad reach-out through media release and general information to local governments and First Nations) may be suitable for those citizens and communities not directly impacted. It is understood that the consultation can be informative by nature, while providing a feedback mechanism that informs the resulting consultation report.

The proposed amendment will include identification of potential new sites within the Chetwynd area, and a higher level of engagement was undertaken within this area. Lower levels of engagement were conducted in the broader Regional District. Public consultation on the specific proposed sites themselves was not done in the current context; parallel consultation and engagement on these sites is already taking place and is outside the scope of this work.

The key objectives for the RSWMP Amendment consultation program were to:

- Inform the general public and potentially affected interested parties about the content of the RSWMP Amendment;
- Provide opportunity for interested parties to provide input and feedback on the RSWMP Amendment;
- Ensure the amended RSWMP aligns with information gathered during the consultation process; and
- Address public consultation considerations outlined in the Guide and meet Ministry requirements under the *Environment Management Act*.

The actions completed to meet these objectives are summarized in the sections below.

## 2.0 PLAN INITIATION

On February 26, 2025, at the initiation of the planning process, an email announced the RSWMP was to be amended and put out a call for volunteers to participate in the PRRD Public Technical Stakeholder Committee (PTSC). See Appendix A<sup>2</sup> for the Plan Initiation notice. The PRRD hosted a PTSC meeting on March 27, 2025, to seek approval to proceed with the required amendment to the RSWMP. The PTSC provided approval to proceed with the efforts required to amend the RSWMP, and to facilitate the implementation of Strategy 12.

<sup>2</sup> Has been redacted to remove individual names and email addresses.



The Board of Directors (Board) initiated the RSWMP Amendment process and set direction on March 20, 2025, as per Appendix B.

### 3.0 PLAN ADVISORY COMMITTEES

The PTSC and the Solid Waste Committee (SWC) each play an important role in providing input from an interested party and community perspective for consideration as part of an amendment to the RSWMP. The PRRD currently has the PTSC in place to monitor the implementation and effectiveness of the RSWMP and identify concerns and issues that have arisen during its implementation that may require changes. The PTSC currently meets on a scheduled annual basis. The Terms of Reference (TOR) for the PTSC, attached in Appendix C, allows for the committee to act as the advisory committee, to provide recommendations to the SWC and further to the PRRD Board when a need for a major amendment has been identified throughout implementation of the 10-year RSWMP timeframe. The Board makes the final amendment approvals through resolutions for submission to the Ministry.

First Nations were invited to participate on the PTSC, taking an active role in advising the amendment. This is in addition to any direct engagement with the First Nations communities within the Chetwynd Area.

#### 3.1 Public Advisory Committee

As the PRRD already has the PTSC in place with a TOR that includes the review of amendments that have been identified through implementation of the 10-year RSWMP timeframe, the PTSC acted as the public advisory committee for the RSWM amendment. The PTSC membership represents individuals and organizations interested in solid waste management. Members were chosen based on geography, demographics, interests, and perspectives, and was open to members of the public interested in solid waste. To convene the PTSC, the PRRD reached out directly to member municipalities, First Nations, and PRRD solid waste operations contractors.

The PTSC consists of 26 members, as listed in Table 3-1, including people representing:

- Member municipalities staff;
- First Nation neighbors;
- PRRD waste management contractors and partners;
- Public agencies such as the Ministry of Environment and Climate Change Strategy;
- Private and non-profit sectors;
- Industry and institutional representatives; and
- General public.

Members of the PTSC were notified that the requirements of the committee would be different this year due to the proposed RSWMP Amendment. Instead of meeting annually, the PTSC will meet twice over a five-month period to make a recommendation to the SWC for the proposed amendment.



**Table 3-1: PTSC Membership**

Affiliation	Role	Secondary Contact (as applicable)
<b>Municipalities</b>		
District of Chetwynd	Director of Engineering & Public Works	-
City of Dawson Creek	General Manager, Development Services	-
City of Fort St. John	Chief Administrative Officer (CAO)	Director, Public Works
District of Hudson's Hope	CAO	-
Village of Pouce Coupe	CAO	Fire Chief
District of Taylor	CAO	-
District of Tumbler Ridge	Director of Operations & Infrastructure	-
<b>First Nations</b>		
Blueberry River First Nations	Chief	-
Doig River First Nations	Land Use Planner	-
Halfway River First Nations	Chief	-
Kwadacha Nation	Chief	-
McLeod Lake Indian Band	Chief and Council	Traditional Land Use Coordinator Land Stewardship
Prophet River First Nations	Chief	Two additional email contacts
Saulteau First Nations	Chief	Mining Coordinator
Tsay Keh Dene Band	Chief	-
West Moberly First Nations	Chief	Housing & Capital Projects Manager Operations & Maintenance Manager Reception (to provide information to the Chief)
<b>Ministry of Environment and Climate Change Strategy</b>		
Ministry of Environment and Climate Change Strategy	Ministry Representative	-
<b>PRRD Contractors and Partners</b>		
Dusty Road Ventures Ltd.	Administrative Manager	-
Element Disposal	President	-
Green for Life Environmental	General Manager	-
R3 Recycle It Resource Recovery	Managing Partner	-
Secure Energy	Facility Manager	-
Whissell Waste Solutions	Superintendent	-



## 4.0 PUBLIC CONSULTATION DESIGN

The consultation process was initiated on May 2, 2025, and concluded on June 23, 2025. The public consultation process was executed through the various steps of the planning process. Tetra Tech worked closely with PRRD staff to engage key neighbouring governments and stakeholders, including municipalities, First Nations, community members, commercial businesses, and producers during the consultation period. The Public Consultation Plan (PCP) developed by Tetra Tech is included in Appendix D<sup>3</sup>. The Plan included methodology for tracking and assessing whether the requirement for “adequate” consultation referenced in the Guide was met, noting that the Plan is for a focused amendment, and as such, as more targeted consultation was carried out in the Chetwynd area, with notification of the amendment to the broader Regional District. The broader Regional District was also represented through the PTSC, which provided input to all aspects of the RSWMP Amendment. The PCP was approved by the PTSC on March 27, 2025, the SWC on April 11, 2025, and the Board on May 1, 2025. The tools listed below were incorporated as part of this process:

- Online Tools and Local Media – Website updates and use of local media to reach the broader Regional District audience served to engage the broader community.
- Public Engagement and Open Houses – On an as requested basis, existing gatherings and community events may be targeted to provide a “captive audience” and ensure participation beyond the same set of community members. Afternoon and evening meetings as well as “intercept” interviews outside of local meeting places may be utilized as a tool to engage and update residents about feedback opportunities.
  - There were no requests for additional public engagement or open houses. As such, none were conducted.
- Focused Engagement – One-on-one follow-up, both in person and via phone/teleconference, to gather feedback and opinions from key interested parties without the external influences present in workshops and focus groups. Tetra Tech or PRRD will conduct follow-up throughout the process to inform and shape the consultation if required based on responses received.
  - One-on-one follow-up was conducted via phone call and email with one landowner who reached out to PRRD regarding the amendment.
- First Nations Engagement – Dialogue with First Nations included both an open invitation for participation as well as targeted reach-out for direct engagement.
- Community Engagement – Dialogue with communities included targeted reach-out for direct engagement.
- Adjacent Landowner Engagement – Adjacent landowners, within 1 km of a potential future facility, were communicated with directly.

As the Ministry requires that data on consultation conducted, feedback received was collected and tracked during the public consultation process; this information is required to be included in the RSWMP Amendment.

<sup>3</sup> Has been redacted to remove individual names and email addresses.



## 5.0 PROMOTION AND ADVERTISING

A media release was issued and posted to the PRRD website on May 2, 2025 ([prrd.bc.ca/waste-amendment](https://prrd.bc.ca/waste-amendment)), including on the digital banner on the homepage. Based on 2023 data, the PRRD homepage receives an average of 27,013 views per month. Sections of PRRD’s “Regional District Highlights” for both May (Issue 5) and June 2025 (Issue 6) were dedicated to the RSWMP Amendment. In addition, the release was posted to PRRD’s social media accounts on May 2, 2025, with a reach of 596 unique users on Facebook and 19 unique users on Instagram. The text of the media release, an image of the website, and Regional District Highlights Issue 5 and Issue 6 can be found in Appendix E.

The Local Media Group (includes all regional outlets) and several media outlets were also provided with the media release on May 2, 2025. Details of the media outlets contacted, and articles posted are provided in Table 5-1.

During the consultation period, there were no questions or feedback received that required updates to the website or additional media releases.

This Consultation Summary Report will also be posted and made publicly available on the PRRD website.

**Table 5-1: Media Outlets Provided with the Media Release**

Media Outlet	Details of Articles/Postings
Moose Media	Posted an article relating to the media release on May 2, 2025, on website for Energetic City. <a href="https://energeticcity.ca/2025/05/02/prrd-to-consider-amending-waste-management-plan-over-future-landfill-sites/">https://energeticcity.ca/2025/05/02/prrd-to-consider-amending-waste-management-plan-over-future-landfill-sites/</a>
Bell Media	Did not post.
Alaska Highway News	The PRRD “Regional District Highlights” Issue 5 (May 16, 2025) and Issue 6 (June 20, 2025), as found in Appendix E, were included in Alaska Highway Newspaper and website.
Independent (Broken Typewriter)	Did not post.
Tumbler Ridgelines	Did not post.

## 6.0 PARTICIPATION - DIRECT ENGAGEMENT

Direct engagement was carried out with First Nations, communities, and landowners adjacent to the potential future facilities. This section summarizes direct engagement activities that took place during public consultation.

- First Nations Engagement – Dialogue with First Nations is ongoing. In terms of targeted outreach, the First Nations listed in Table 6-1 were contacted via email on May 5, 2025, to invite feedback on the proposed amendment to the RSWMP, with a feedback deadline of June 23, 2025. Direct contact information was also provided should any First Nations wish to request more focussed engagement with their community. Feedback received is also summarized in Table 6-1. An example of the letter sent via email attachment is provided in Appendix F.



- Community Engagement – Dialogue with municipalities within the PRRD is ongoing. The municipalities listed in Table 6-1 were contacted via email on May 5, 2025, to invite feedback on the proposed amendment to the RSWMP, with a feedback deadline of June 23, 2025. Direct contact information was also provided should any municipality wish to request more focussed engagement with their community. Feedback received is also summarized in Table 6-1. An example of the letter sent via email attachment is provided in Appendix F.
- Adjacent Landowner Engagement – Adjacent landowners, within 1 km of a potential future facility, were communicated with directly via letter on May 5, 2025. A guiding service from Moberly Lake First Nations and a local trapper were also contacted via email on May 14, 2025. In addition, a business owner reached out to PRRD via email regarding the possible landfill expansion. The landowners contacted are listed in Table 6-2, along with a summary of feedback received.

**Table 6-1: Targeted Reach-Out to First Nations and Municipalities via Email**

Correspondence To:	Date Sent:	Responses / Comments
<b>First Nations</b>		
Blueberry River First Nations	May 5, 2025	▪ No response received.
Doig River First Nations	May 5, 2025	▪ No response received.
Halfway River First Nations	May 5, 2025	▪ No response received.
Kwadacha Nation	May 5, 2025	▪ No response received.
McLeod Lake Indian Band	May 5, 2025	▪ No response received.
Prophet River First Nations	May 5, 2025	▪ No response received.
Saulteau First Nations	May 5, 2025	▪ No response received.
Tsay Keh Dene Band	May 5, 2025	▪ No response received.
West Moberly First Nations	May 5, 2025	▪ No response received.
<b>Municipalities</b>		
District of Chetwynd	May 6, 2025	▪ No response received.
City of Dawson Creek	May 6, 2025	▪ Response received on May 21, 2025. ▪ The amendment letter was received and reviewed at the Regular Meeting of Council for the City of Dawson Creek on May 20, 2025. No further action will be taken on this matter at this time. Letter included in Appendix G.
City of Fort St. John	May 6, 2025	▪ No response received.
District of Hudson's Hope	May 6, 2025	▪ No response received.
Village of Pouce Coupe	May 6, 2025	▪ No response received.
District of Taylor	May 6, 2025	▪ No response received.
District of Tumbler Ridge	May 6, 2025	▪ Response received on June 2, 2025. ▪ District of Tumbler Ridge is in favour of the proposed changes to the RSWMP. Letter included in Appendix G.



**Table 6-2: Landowner Contact<sup>4</sup>**

Landowner	Contact Method	Responses / Comments
<b>Private Citizens</b>		
	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>Property located NE of the existing landfill.</li> <li>PRRD reached out to landowner via phone call on March 14, 2025 regarding the upcoming PTSC meeting.</li> <li>On June 2, PRRD received a call from landowner in response to the RSWMP Amendment letter sent out on May 5. PRRD explained the amendment and gave an overview of the consultation process. Explained that the amendment will then be sent to the Province for approval. After explanation, the landowner seemed happy and had no further comments.</li> <li>On June 20, the landowner sent an email to PRRD to ask for further clarification on the landfill future and the need for the RSWMP Amendment.</li> <li>PRRD sent the landowner an invite to the PTSC meeting in July.</li> </ul>
	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>No response received.</li> </ul>
	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>No response received.</li> </ul>
	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>No response received.</li> </ul>
	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>No response received.</li> </ul>
	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>No response received.</li> </ul>
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	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>No response received.</li> </ul>
	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>No response received.</li> </ul>
	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>No response received.</li> </ul>
	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>No response received.</li> </ul>
	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>No response received.</li> </ul>
	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>No response received.</li> </ul>
	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>No response received.</li> </ul>

<sup>4</sup> Has been redacted to remove individual names.

Landowner	Contact Method	Responses / Comments
	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>No response received.</li> </ul>
	<ul style="list-style-type: none"> <li>Email from landowner to PRRD on June 23, 2025</li> </ul>	<ul style="list-style-type: none"> <li>Landowner lives near the landfill and owns and operates a storage business from the property.</li> <li>Landowner has site-specific concerns regarding the potential expansion of the landfill. He understood, when he purchased the property over 10 years ago, that the landfill had no more than five years of life. He is not in favour of landfill expansion due to concerns with the current operations.</li> <li>Additional follow-up will be done with the landowner.</li> </ul>
<b>Businesses/Crown/Trapline Holders</b>		
BC Railway Co	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>No response received.</li> </ul>
(trapline holder)	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>No response received.</li> </ul>
Canadian National Railway Co	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>No response received.</li> </ul>
(Mountain Rain Adventures)	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>Response received regarding the specific sites in favour of the expansion site. These comments will be carried forward to the ongoing consultation related to the sitting. No concerns indicated with regards to the RSWMP amendment.</li> </ul>
Provincial Crown	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>No response received.</li> </ul>
Stowrite Holdings Ltd.	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>No response received.</li> </ul>
Trackwest Trucking Ltd.	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>No response received.</li> </ul>
West Fraser Mills Ltd.	<ul style="list-style-type: none"> <li>Letter mailout from PRRD on May 5, 2025</li> </ul>	<ul style="list-style-type: none"> <li>No response received.</li> </ul>

## 7.0 LIMITATIONS OF REPORT

This report and its contents are intended for the sole use of the Peace River Regional District and their agents. Tetra Tech Canada Inc. (operating as Tetra Tech) does not accept any responsibility for the accuracy of any of the data, the analysis, or the recommendations contained or referenced in the report when the report is used or relied upon by any Party other than the Peace River Regional District, or for any Project other than the proposed development at the subject site. Any such unauthorized use of this report is at the sole risk of the user. Use of this document is subject to the Limitations on the Use of this Document attached in the Appendix or Contractual Terms and Conditions executed by both parties.



## 8.0 CLOSURE

We trust this document meets your present requirements. If you have any questions or comments, please contact the undersigned.

Respectfully submitted,  
Tetra Tech Canada Inc.



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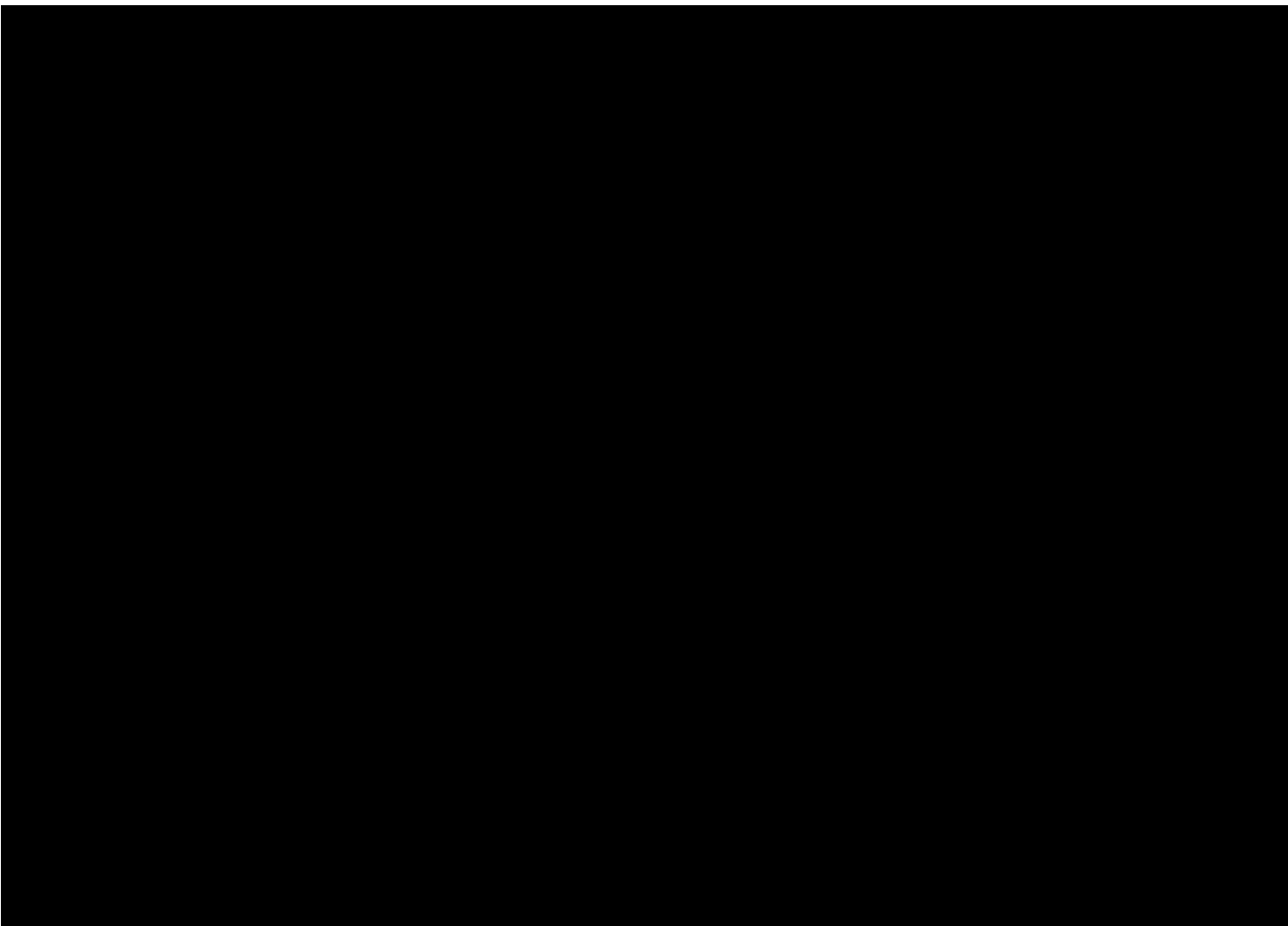
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### Attachments:

Appendix A	Plan Initiation Notice to Public Technical Stakeholder Committee Members
Appendix B	RSWMP Board Resolutions
Appendix C	Public Technical Stakeholder Committee Terms of Reference
Appendix D	Public Consultation Plan
Appendix E	RSWMP – Media Release
Appendix F	Example RSWMP Amendment Letter Sent to Municipalities and First Nations
Appendix G	Written Responses – First Nations and/or Municipalities
Appendix H	Tetra Tech's Limitations on the Use of this Document

## APPENDIX A

### PLAN INITIATION NOTICE TO PUBLIC TECHNICAL STAKEHOLDER COMMITTEE MEMBERS



**Subject:** Save the Date - March 27, 2025 - Public and Technical Stakeholder Committee meeting

Good morning,

The PRRD will be hosting a Public and Technical Stakeholder Committee (PTSC) meeting on March 27, 2025 to focus on a required amendment to the Regional Solid Waste Management Plan (RSWMP). In order to facilitate Strategy 12 of the 2021 RSWMP to assess long-term disposal options, the PRRD intends to seek input and approval for an amendment of the RSWMP to include potential new facility locations of a landfill or transfer station.

Attached is the revised Terms of Reference for the PTSC, which includes the addition of a goal of the PTSC to act as the advisory committee for required major amendments within the 10 year RSWMP timeframe. This additional goal was approved by the PRRD Board on February 20, 2025. An information package including further details on the proposed amendment and consultation plan will be provided in advance of the meeting by March 14<sup>th</sup>.

We kindly ask that you be available for this meeting and that you confirm your attendance indicating in person or virtual by March 7, 2025 to [environmental.services@prrd.bc.ca](mailto:environmental.services@prrd.bc.ca).

Best regards,

**Suzanne Garrett** | Corporate Services Coordinator

Direct: 250-784-3206 | [suzanne.garrett@prrd.bc.ca](mailto:suzanne.garrett@prrd.bc.ca)

PEACE RIVER REGIONAL DISTRICT | Box 810, 1981 Alaska Highway Avenue, Dawson Creek, BC V1G 4H8

Toll Free: (24 hrs): 1-800-670-7773 | Office: 250-784-3200 | Fax: 250-784-3201 | [www.prrd.bc.ca](http://www.prrd.bc.ca)



PEACE RIVER  
REGIONAL DISTRICT

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## APPENDIX B

### RSWMP BOARD RESOLUTIONS



PEACE RIVER REGIONAL DISTRICT

July 3, 2025

To Whom It May Concern

The following is hereby CERTIFIED a true and correct copy of Peace River Regional District Board Resolution No. RD/25/03/11(20) endorsed by the Board at its March 20, 2025 meeting:

“That the Regional Board approve initiating the process of amending the Peace River Regional District’s Regional Solid Waste Management Plan to include a section that allows for future facilities to be contemplated; further, that staff notify the public of its intention to amend the Solid Waste Management Plan and begin consultation on the proposed amendment through the Public and Technical Stakeholder Committee.”

Yours truly,

*Original signed by*

Tyra Henderson  
Corporate Officer

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PEACE RIVER REGIONAL DISTRICT

June 23, 2025

To Whom It May Concern

The following is hereby CERTIFIED a true and correct copy of Peace River Regional District Board Resolution No. RD/25/05/14 endorsed by the Board at its May 1, 2025 meeting:

“That the Regional Board approve the “Regional Solid Waste Management Plan Amendment – Consultation Plan” dated March 13, 2025, to include the addition of a section for the contemplation of future facilities.”

Yours truly,

*Original signed by*

Tyra Henderson  
Corporate Officer

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## APPENDIX C

### PUBLIC TECHNICAL STAKEHOLDER COMMITTEE TERMS OF REFERENCE



## **Solid Waste Management Plan Public Stakeholder Technical Committee Terms of Reference**

### **1 BACKGROUND:**

1.1 Regional Districts in British Columbia are mandated by the Provincial *Environmental Management Act* to develop Regional Solid Waste Management Plans (RSWMP). The most recent RSWMP was approved in October, 2022, and is a long term vision for how the Peace River Regional District (PRRD) will manage municipal and rural solid waste for the next 10 years. The RSWMP identifies the need to create a Public Technical Stakeholder Committee (PTSC) which will monitor the implementation and effectiveness of the RSWMP and identify concerns and issues that have arisen during its implementation that may require changes.

### **2 GOAL OF THE COMMITTEE:**

2.1 The intent of the Public Technical Stakeholder Committee (PTSC) is to oversee the implementation of RSWMP and make recommendations to the PRRD Solid Waste Committee (SWC).

2.2 When the need for a major amendment has been identified through implementation of the 10-year RSWMP timeframe, the PTSC will act as an Advisory Committee to provide advice and feedback on consultation activities with the stakeholders provided in the consultation plan for these planned amendments to the SWC.

### **3 OBJECTIVES:**

3.1 To act as a sounding board for the PRRD to review results of feasibility assessments, including cost benefit analysis, and pilot programs;

3.2 To identify concerns and issues that may arise in the implementation process;

3.3 To make suggestions for the annual Solid Waste Strategic Plan for approval by the Regional Board; and

3.4 To review the annual report prior to recommending the approval by the Regional Board.

### **4 AUTHORITY:**

4.1 The PTSC makes recommendations to the PRRD Board via the SWC. The Board is the final authority on decisions.

### **5 COMMITTEE ORGANIZATION:**

5.1 A Chair and Vice Chair will be appointed by the SWC.

5.2 The General Manager of Environmental Services and the Solid Waste Manager, and/or designate.

5.3 Secretarial services will be provided by the PRRD.

5.4 Members may be chosen to form an Advisory Committee and provide technical advice.

## 6 MEMBERSHIP:

6.1 The PTSC will be comprised of representation from the following:

- 6.1.1 Member municipalities staff;
- 6.1.2 First Nation neighbor's;
- 6.1.3 PRRD waste management contractors and partners;
- 6.1.4 public agencies such as the Ministry of Environment and Climate Change Strategy;
- 6.1.5 private and non-profit sectors;
- 6.1.6 industry and institutional representatives; and
- 6.1.7 the general public.

6.2 Members will be contacted directly, as well as general open invitations on the PRRD website and social avenues.

6.3 Memberships will be open to all who are interested in solid waste management.

6.4 The Membership will be continuous through the term of the most current RSWMP.

## 7 REMUNERATION AND EXPENSES:

7.1 Membership to the PTSC shall be strictly on a volunteer basis. Compensation from the PRRD for work performed as a member of the PTSC will be provided as follows:

- 7.1.1 Per the Regional Board's Financial Policy, mileage will be paid to all volunteer members of the PTSC (except Ministry Staff and paid members of Commissions).
- 7.1.2 Refreshments and lunch meal (if required) will be provided at all meetings.

## 8 RULES OF PROCEDURE:

8.1 Robert's Rules of Order apply.

8.2 The PTSC is advisory and all recommendations will be forwarded to the Regional District Solid Waste Committee or Regional Board for consideration.

8.3 All issues that come before the PTSC shall be recorded in the minutes and presented to the SWC for further review and approval.

8.4 **Conflict of Interest:** Persons sitting as Committee members shall exclude themselves from meetings that may place them in conflict of interest.

## 9 MEETINGS OF THE PUBLIC TECHNICAL STAKEHOLDER COMMITTEE:

### 9.1 Scheduled Meetings:

9.1.1 Meetings of the PTSC will take place annually within quarter 4, prior to the first annual Solid Waste Committee Meeting of each year.

9.2 This schedule is subject to change. All regular agendas and meeting dates shall be arranged by the PRRD in consultation with the PTSC members. All meeting dates will be confirmed at least two weeks prior to the meetings with agendas being provided to the PTSC members and other interested parties at least one week prior to meetings. Agendas will also be posted on the Peace River Regional District website at [www.prrd.bc.ca](http://www.prrd.bc.ca).

## 10 MINUTES:

10.1 Notes and action items arising from each meeting will be documented and attached to the following SWC meeting agenda.

**11 REPORTING TO THE PRRD SOLID WASTE COMMITTEE:**

11.1 Recommendations adopted by the PTSC will be presented to the PRRD Solid Waste Committee or Regional Board by way of a covering report drafted by PRRD staff.

Date Committee Established			November 24, 2022
Date Approved by Board	November 24, 2022	Board Resolution#	RD/22/11/11 (24)
Amendment Date	February 20, 2025	Board Resolution #	RD/25/02/26
Amendment Date		Board Resolution #	
Amendment Date		Board Resolution #	
Amendment Date		Board Resolution #	

## APPENDIX D

### PUBLIC CONSULTATION PLAN



March 13, 2025

ISSUED FOR USE  
FILE: 704-SWM.SWOP04805-03  
Via Email: Gerritt.Lacey@prrd.bc.ca

**Attention:** Gerritt Lacey

**Subject:** Regional Solid Waste Management Plan Amendment – Consultation Plan

## 1.0 INTRODUCTION

Tetra Tech Canada Inc. (Tetra Tech) has prepared this Public Consultation Plan (Plan) which describes consultation to be undertaken by the Peace River Regional District (PRRD) as part of the focused amendment to the Regional Solid Waste Management Plan (RSWMP). This Plan has been developed with input from the PRRD and will be presented to the Public Technical Stakeholder Committee (PTSC) and adapted based on input from the PTSC. Engaging the public and key stakeholders is an integral aspect of the solid waste management planning process.

This Plan meets the requirements outlined in Section 27 of the Environmental Management Act, which requires that a process be provided for comprehensive review and consultation for the amendment of a waste management plan.

Tetra Tech has used the 2016 provincial document *A Guide to Solid Waste Management Planning* (Guide) that reinforces the importance of creating a meaningful context for engagement by understanding the audience to build trust and inclusion, setting clear expectations about the scope for discussion, being transparent with information, being responsive and accountable, and having an adequate amount of time and resources to implement engagement successfully.

The proposed public participation, as further described within this Plan, is to inform the public and potentially interested parties of the need for the amendment and the implications should the amendment not be recommended for approval as opposed to consultation or engagement. The rationale for this level of public participation is further detailed within this Plan along with the commitment that parallel consultation and engagement will be occurring outside of the RSWMP amendment process. The general public and potentially affected interested parties will have opportunity to provide feedback which will be compiled within a resulting consultation report for consideration by the PTSC who after considering any feedback received will have the opportunity to recommend or reject the proposed RSWMP amendment.

### 1.1 Background and Consultation Objectives

The PRRD developed its first RSWMP in 1996, with an update in 2008, and subsequently amended in 2013 and 2016. The RSWMP was most recently updated in 2021, for the timeframe of 2022 - 2032 and represents the current framework for solid waste management in the PRRD. The five-year effectiveness review is scheduled to be completed in 2027, however, the PRRD has identified a need to amend the RSWMP to facilitate the implementation of Strategy 12 to assess long term disposal options. The intent of the 2025 amendment to the RSWMP will be to add a sub-section to the RSWMP to allow for the consideration of future facilities. The Solid Waste Management Plan template within the Guide includes a section on future facilities, and it was an oversight that a similar section was not included with the 2022 RSWMP.



Approval of the RSWMP amendment by the Ministry of Environment and Parks (Ministry) requires the amendment to have undergone adequate consultation. From meetings with the Ministry, it is understood that this amendment is a major amendment and would be considered a “focused amendment”. It is noted that although consultation would be required from the entire Regional District, a higher level of engagement (e.g., direct reach out with focused messaging and opportunity for requested in person meetings to Local Governments, First Nations, and interested parties in the immediate Chetwynd area) is expected for those immediately impacted, and a lesser degree of engagement, such as notification (e.g., broad reach out through media release and general information to Local Governments and First Nations) may be suitable for those citizens and communities not directly impacted. It is understood that the consultation can be informative by nature while providing a feedback mechanism (e.g., requested in person meetings, email, letters of support) that will inform the resulting consultation report.

The objective of consultation is to inform the public and potentially interested parties of the need for the amendment and the implications of not recommending an amendment. At this stage, it is not intended to be full consultation or engagement. The rationale for this is that the proposed amendment is being sought for a more “administrative” section of the RSWMP that was missed and is required for Strategy 12 to be fully implemented. Strategy 12 is the result of full consultation and engagement that occurred in the development of the current RSWMP and without the proposed amendment the PRRD will not be able to fully implement the Strategy. Furthermore, as the proposed amendment is administrative in nature, there are not many other alternative approaches the PRRD can take towards the proposed amendment other than to include it, allowing for potential future facilities, or not including it.

The consultation process on the amendment will provide limited opportunity to solicit feedback (e.g., requested in person meetings, email). The proposed amendment will include identification of potential new sites within the Chetwynd area, and a higher level of engagement will be completed within this area. Lower levels of engagement would be conducted of the broader Regional District.

The intent of this Plan is not to consult on the specific proposed sites themselves, as consultation and engagement on the potential sites has already been initiated and will continue for the duration of the process through to applying for and receiving an Operational Certificate for the future facility. The RSWMP would then need to be amended again to include the new approved facility.

The key objectives for the RSWMP amendment consultation program are to:

- Inform the general public and potentially affected interested parties about the content of the RSWMP Amendment;
- Provide opportunity for interested parties to provide input and feedback on the RSWMP Amendment;
- Ensure the amended RSWMP aligns with information gathered during the consultation process; and
- Address public consultation considerations outlined in the Guide and meet Ministry requirements under the *Environment Management Act*.

The actions completed to meet these objectives are summarized in the sections below.



## 2.0 PLAN INITIATION

On February 26, 2025, at the initiation of the planning process, an email announced the RSWMP was to be amended and put out a call for volunteers to participate in the PTSC. The Board of Directors is scheduled to initiate the RSWMP amendment process and set direction on March 20, as per Appendix A (resolution to be attached once issued).

## 3.0 PLAN ADVISORY COMMITTEES

The PRRD PTSC and Solid Waste Committee (SWC) play an important role in providing input from an interested party and community perspective for consideration as part of an amendment to the RSWMP. The PRRD currently has the PTSC in place to monitor the implementation and effectiveness of the RSWMP and identify concerns and issues that have arisen during its implementation that may require changes. The PTSC currently meets on an annual basis. The Terms of Reference (TOR) for the PTSC allows for the committee to act as the advisory committee, to provide recommendations to the SWC and further to the PRRD Board of Directors (Board) when a need for a major amendment has been identified throughout implementation of the 10-year RSWMP timeframe. The Board makes the final amendment approvals through resolutions for submission to the Ministry.

First Nations will be invited to participate on the PTSC as an active role in advising the amendment. This is in addition to any direct engagement with the First Nations Communities within the Chetwynd Area.

See Appendix B for Plan Initiation notices.

### 3.1 Public Advisory Committee

As the PRRD already has the PTSC in place with a TOR that includes review of amendments that have been identified through implementation of the 10- year RSWMP timeframe, this committee will act as the public advisory committee for the RSWM amendment. The PTSC consists of:

- Member municipalities staff;
- First Nation neighbor's;
- PRRD waste management contractors and partners;
- Public agencies such as the Ministry of Environment and Climate Change Strategy;
- Private and non-profit sectors;
- Industry and institutional representatives; and
- General public.

To convene the PTSC, the PRRD reached out directly to member municipalities, First Nations and PRRD solid waste operations contractors. The PTSC membership represents individuals and organizations interested in solid waste management. Members were chosen based on geography, demographics, interests, and perspectives and is open to members of the public interested in solid waste.



Members of the PTSC were notified that the requirements of the committee would be different this year due to the proposed RSWMP amendment. The PTSC will meet twice over a five-month time period to make a recommendation to the SWC for the proposed amendment.

See Appendix C for the PTSC membership list and Appendix D for the TOR.

## 4.0 PUBLIC CONSULTATION DESIGN

### 4.1 Consultation Options

Public engagement is an important component of the amendment process. Tetra Tech will work closely with PRRD staff to engage key stakeholders including community members, commercial businesses, First Nations, and producers during the consultation period and will incorporate the tools below as relevant.

- Online Tools and Local Media – Early in the project, the community at large will be made aware of the amendment and opportunities to provide input. Website updates and use of local media to reach the broader Regional District audience will serve as a way to engage the broader community.
- Public Engagement and Open Houses – On an as requested basis, existing gatherings and community events may be targeted to provide a “captive audience” and ensure participation beyond the same set of community members. Afternoon and evening meetings as well as “intercept” interviews outside of local meeting places may be utilized as a tool to engage and update residents about feedback opportunities.
- Focused Engagement – One-on-one follow-up, both in person and via phone/teleconference, to gather feedback and opinions from key interested parties without the external influences present in workshops and focus groups. Tetra Tech or PRRD will conduct follow-up throughout the process to inform and shape the consultation if required based on responses received.
- First Nations Engagement – Dialogue with First Nations will be ongoing and will be both an open invitation for participation as well as targeted reach-out for direct engagement.
- Adjacent Landowner Engagement – Adjacent landowners, within 1km of a potential future facility, will be communicated with directly.

The Plan includes the methodology for tracking and assessing the implementation of the Plan to meet the requirement for “adequate” consultation referenced in the Guide, noting that the Plan is for a focused amendment and as such as more targeted consultation to the Chetwynd area.

### 4.2 Consultation Plan

A preliminary plan to inform the public and obtain limited feedback is laid out in this document and factors in how the draft RSWMP Amendment will either be recommended or rejected by the PTSC. Specifically, as it is considered a “focused amendment” a more focused level of direct communication is planned for the Chetwynd Area with notification planned for the broader Regional District. The broader Regional District will also be represented through the PTSC which will have input to all aspects of the RSWMP Amendment. The preliminary plan will be presented to the PTSC for feedback and approval. The Plan will be revised accordingly and presented to the SWC for approval and then to the Board for approval to implement.



The preliminary plan is summarized below.

#### **Advisory Committee Communication**

- Advise PTSC of the proposed RSWMP Amendment and meeting date.
- Conduct directed outreach towards representatives of key collaborator groups (i.e., adjacent landowners to proposed sites in Chetwynd Area).

#### **Website – Publicly Accessible Documents**

- Information on work completed to date for the potential future facility locations will be made available, however, consultation reporting at this time will be limited to the RSWMP Amendment and not the potential future facility locations themselves.
- The consultation summary report will be posted and publicly available.

#### **Email and Letter Communication**

- An email and/or letter will be sent to all Local Governments and First Nations within the PRRD informing them of the need for the RSWMP Amendment, the proposed additional section and directing them to the website for further information and as a way to provide feedback. A direct contact will also be provided should they like to request more focused engagement for their community.

#### **Media Release**

- Media release with key messages to the Regional District.

#### **Open House / In Person Meetings**

- On an as requested basis.

#### **First Nation Meetings**

- Meetings to present the draft SWMP Amendment will be offered directly to West Moberly First Nation and Sauleau First Nation and others if requested.

#### **Focused Engagement**

- There may be a need to engage with specific user groups who will be directly affected (e.g., adjacent landowners within 1 km to potential future facilities). The form of this engagement will be determined through the specific need identified or request made.

Throughout the consultation process feedback will be gathered through an email address provided within all communication identified above as well as requested in person meetings/dialogue through the focused engagement.

## 4.3 Timeline

The expected timeline for each phase of engagement is outlined below.

**Table 4-1: Consultation Tracking Plan Implementation**

Consultation Component	Estimated Timeline
Advisory Committee Communication	February 26, 2025
PTSC Meeting – Amendment Initiation	March 27, 2025
Website Page Updated	May 2, 2025
Email and Letter Communication to Local Government, First Nations and Adjacent Landowners	May 2, 2025
Media Releases	May 2, 2025
Presentations to West Moberly First Nation and Saulteau First Nation	Early June 2025
Focused Engagement (as required)	Ongoing May – June 2025
Local Government, First Nations Engagement and Adjacent Landowners (as required)	Ongoing May – June 2025
PTSC Meeting – Consultation Summary	July 18, 2025

## 5.0 PROMOTION

The RSWMP Amendment will be communicated in the following ways:

1. The RSWMP Amendment will be initiated by notifying the Ministry, the Regional District Board, member municipalities, and First Nations in the PRRD via email or letters.
2. Media Release - newspaper, PRRD website, and through social media.
3. PRRD website document page - reports completed to date and resulting consultation summary report will be made publicly available.
4. Direct notices to First Nations, Local Governments, and adjacent landowners.
5. Consultation Tracking Plan Implementation

The Ministry requires that data on consultation conducted, and feedback received is collected and tracked during the public consultation process and that this information is included in the RSWMP Amendment. PRRD will track and compile data/feedback during the public consultation process to collect the following information and provide for consultation within the consultation summary report.



**Table 5-1: Consultation Tracking Plan Implementation**

Consultation Event or Milestones	Ministry Tracking Requirements
Letters Issued	Date, Recipient, Copy
Media Release	Date, Media, Copy
Open houses or other events (if requested / occurs)	Date, Location, Attendees
Feedback during consultation activities (via email, requested in person meetings)	<ul style="list-style-type: none"> <li>▪ Topic of feedback received.</li> <li>▪ Comments received.</li> </ul>
Outcome	Recommendation or rejection on amendment

## 6.0 PLAN IMPLEMENTATION

PRRD staff will respond to and engage with interested parties and the public at large as the RSWMP Amendment implementation moves ahead.

## 7.0 LIMITATIONS OF REPORT

This report and its contents are intended for the sole use of the Peace River Regional District and their agents. Tetra Tech Canada Inc. (operating as Tetra Tech) does not accept any responsibility for the accuracy of any of the data, the analysis, or the recommendations contained or referenced in the report when the report is used or relied upon by any Party other than Peace River Regional District, or for any Project other than the proposed development at the subject site. Any such unauthorized use of this report is at the sole risk of the user. Use of this document is subject to the Limitations on the Use of this Document attached in the Appendix or Contractual Terms and Conditions executed by both parties.

## 8.0 CLOSURE

We trust this document meets your present requirements. If you have any questions or comments, please contact the undersigned.

Respectfully submitted,  
Tetra Tech Canada Inc.



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Enclosure:      Appendix A RSWMP Amendment Resolution (To Be Attached Once Issued)  
                     Appendix B Plan Initiation Notice to PTSC Members  
                     Appendix C PTSC Membership List  
                     Appendix D Terms of Reference  
                     Appendix E Limitations on the Use of this Document

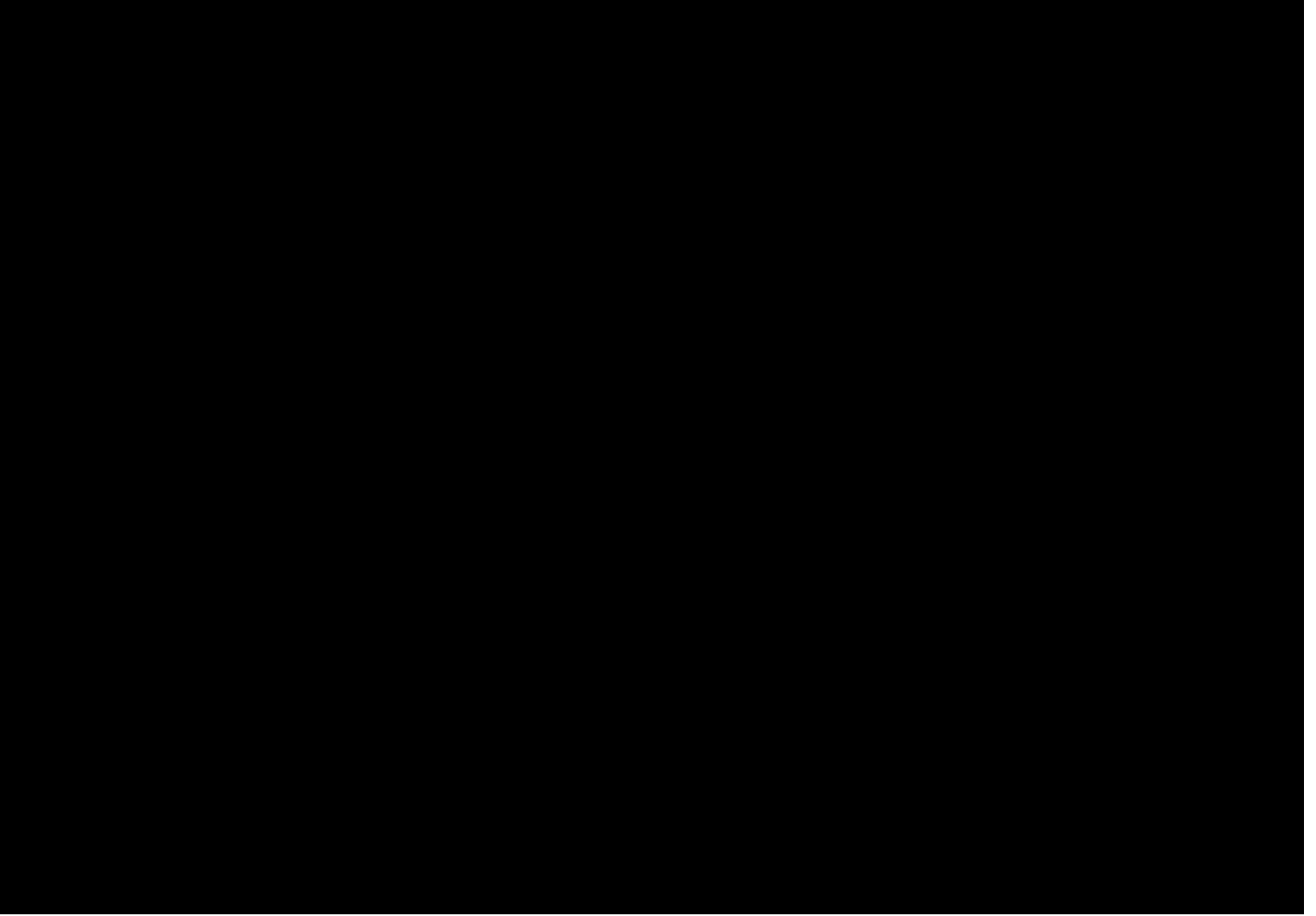


## APPENDIX A

### RSWMP AMENDMENT RESOLUTION (TO BE ATTACHED ONCE ISSUED)

## APPENDIX B

### PLAN INITIATION NOTICE TO PTSC MEMBERS



**Subject:** Save the Date - March 27, 2025 - Public and Technical Stakeholder Committee meeting

Good morning,

The PRRD will be hosting a Public and Technical Stakeholder Committee (PTSC) meeting on March 27, 2025 to focus on a required amendment to the Regional Solid Waste Management Plan (RSWMP). In order to facilitate Strategy 12 of the 2021 RSWMP to assess long-term disposal options, the PRRD intends to seek input and approval for an amendment of the RSWMP to include potential new facility locations of a landfill or transfer station.

Attached is the revised Terms of Reference for the PTSC, which includes the addition of a goal of the PTSC to act as the advisory committee for required major amendments within the 10 year RSWMP timeframe. This additional goal was approved by the PRRD Board on February 20, 2025. An information package including further details on the proposed amendment and consultation plan will be provided in advance of the meeting by March 14<sup>th</sup>.

We kindly ask that you be available for this meeting and that you confirm your attendance indicating in person or virtual by March 7, 2025 to [environmental.services@prrd.bc.ca](mailto:environmental.services@prrd.bc.ca).

Best regards,

**Suzanne Garrett** | Corporate Services Coordinator

Direct: 250-784-3206 | [suzanne.garrett@prrd.bc.ca](mailto:suzanne.garrett@prrd.bc.ca)

PEACE RIVER REGIONAL DISTRICT | Box 810, 1981 Alaska Highway Avenue, Dawson Creek, BC V1G 4H8

Toll Free: (24 hrs): 1-800-670-7773 | Office: 250-784-3200 | Fax: 250-784-3201 | [www.prrd.bc.ca](http://www.prrd.bc.ca)



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## APPENDIX C

### PTSC MEMBERSHIP LIST



## Public and Technical Stakeholder Committee List

<b>Municipalities</b>	
District of Chetwynd	Desirée LeBlanc, Dir of Engineering & Public Works
City of Dawson Creek	Devon Aaroe, GM Development Services
City of Fort St. John	Milo MacDonald, CAO
	Jeremy Garner
District of Hudson's Hope	Crystal Brown, CAO
Village of Pouce Coupe	Blair Deveau, Fire Chief
	Matthew Cybulski, CACO
District of Taylor	Ryan Nelson, Dir of Operations
District of Tumbler Ridge	Jason Bradley, Dir of Ops & Infrastructure
<b>First Nations</b>	
Blueberry River First Nations	Chief Judy Desjarlais
Doig River First Nations	Owen Bloor, B.Sc., MPLAN, Land Use Planner
Halfway River First Nations	Chief Darlene Hunter
Kwadacha Nation	Chief Darryl McCook
McLeod Lake Indian Band	Chief and Council (Stephanie Rocheleau)
Prophet River First Nations	Chief Valerie Askoty
Saulteau First Nations	Chief Rudy Paquette
Tsay Keh Dene Band	Chief Johnny Pierre
West Moberly First Nations	Chief Roland Wilson
<b>Ministry of Environment and Climate Change Strategy</b>	
Leonard Cook	
<b>PRRD Contractors and Partners</b>	
Blue Sky Distributing Ltd.	Keith Loomis
Dusty Road Ventures Ltd.	Tammie Jensen
Element Disposal	Josh Gilmour
Green for Life Environmental	Corey Pomeroy
R3 Recycle It Resource Recovery	Lindsay Heal
Secure Energy	Carol Arrieta
Whissell Waste Solutions	Monica Bodner

Updated: January 14, 2025

## APPENDIX D

### TERMS OF REFERENCE



## **Solid Waste Management Plan Public Stakeholder Technical Committee Terms of Reference**

### **1 BACKGROUND:**

1.1 Regional Districts in British Columbia are mandated by the Provincial *Environmental Management Act* to develop Regional Solid Waste Management Plans (RSWMP). The most recent RSWMP was approved in October, 2022, and is a long term vision for how the Peace River Regional District (PRRD) will manage municipal and rural solid waste for the next 10 years. The RSWMP identifies the need to create a Public Technical Stakeholder Committee (PTSC) which will monitor the implementation and effectiveness of the RSWMP and identify concerns and issues that have arisen during its implementation that may require changes.

### **2 GOAL OF THE COMMITTEE:**

2.1 The intent of the Public Technical Stakeholder Committee (PTSC) is to oversee the implementation of RSWMP and make recommendations to the PRRD Solid Waste Committee (SWC).

2.2 When the need for a major amendment has been identified through implementation of the 10-year RSWMP timeframe, the PTSC will act as an Advisory Committee to provide advice and feedback on consultation activities with the stakeholders provided in the consultation plan for these planned amendments to the SWC.

### **3 OBJECTIVES:**

3.1 To act as a sounding board for the PRRD to review results of feasibility assessments, including cost benefit analysis, and pilot programs;

3.2 To identify concerns and issues that may arise in the implementation process;

3.3 To make suggestions for the annual Solid Waste Strategic Plan for approval by the Regional Board; and

3.4 To review the annual report prior to recommending the approval by the Regional Board.

### **4 AUTHORITY:**

4.1 The PTSC makes recommendations to the PRRD Board via the SWC. The Board is the final authority on decisions.

### **5 COMMITTEE ORGANIZATION:**

5.1 A Chair and Vice Chair will be appointed by the SWC.

5.2 The General Manager of Environmental Services and the Solid Waste Manager, and/or designate.

5.3 Secretarial services will be provided by the PRRD.

5.4 Members may be chosen to form an Advisory Committee and provide technical advice.

## 6 MEMBERSHIP:

6.1 The PTSC will be comprised of representation from the following:

- 6.1.1 Member municipalities staff;
- 6.1.2 First Nation neighbor's;
- 6.1.3 PRRD waste management contractors and partners;
- 6.1.4 public agencies such as the Ministry of Environment and Climate Change Strategy;
- 6.1.5 private and non-profit sectors;
- 6.1.6 industry and institutional representatives; and
- 6.1.7 the general public.

6.2 Members will be contacted directly, as well as general open invitations on the PRRD website and social avenues.

6.3 Memberships will be open to all who are interested in solid waste management.

6.4 The Membership will be continuous through the term of the most current RSWMP.

## 7 REMUNERATION AND EXPENSES:

7.1 Membership to the PTSC shall be strictly on a volunteer basis. Compensation from the PRRD for work performed as a member of the PTSC will be provided as follows:

- 7.1.1 Per the Regional Board's Financial Policy, mileage will be paid to all volunteer members of the PTSC (except Ministry Staff and paid members of Commissions).
- 7.1.2 Refreshments and lunch meal (if required) will be provided at all meetings.

## 8 RULES OF PROCEDURE:

8.1 Robert's Rules of Order apply.

8.2 The PTSC is advisory and all recommendations will be forwarded to the Regional District Solid Waste Committee or Regional Board for consideration.

8.3 All issues that come before the PTSC shall be recorded in the minutes and presented to the SWC for further review and approval.

8.4 **Conflict of Interest:** Persons sitting as Committee members shall exclude themselves from meetings that may place them in conflict of interest.

## 9 MEETINGS OF THE PUBLIC TECHNICAL STAKEHOLDER COMMITTEE:

### 9.1 Scheduled Meetings:

9.1.1 Meetings of the PTSC will take place annually within quarter 4, prior to the first annual Solid Waste Committee Meeting of each year.

9.2 This schedule is subject to change. All regular agendas and meeting dates shall be arranged by the PRRD in consultation with the PTSC members. All meeting dates will be confirmed at least two weeks prior to the meetings with agendas being provided to the PTSC members and other interested parties at least one week prior to meetings. Agendas will also be posted on the Peace River Regional District website at [www.prrd.bc.ca](http://www.prrd.bc.ca).

## 10 MINUTES:

10.1 Notes and action items arising from each meeting will be documented and attached to the following SWC meeting agenda.

**11 REPORTING TO THE PRRD SOLID WASTE COMMITTEE:**

11.1 Recommendations adopted by the PTSC will be presented to the PRRD Solid Waste Committee or Regional Board by way of a covering report drafted by PRRD staff.

Date Committee Established			November 24, 2022
Date Approved by Board	November 24, 2022	Board Resolution#	RD/22/11/11 (24)
Amendment Date	February 20, 2025	Board Resolution #	RD/25/02/26
Amendment Date		Board Resolution #	
Amendment Date		Board Resolution #	
Amendment Date		Board Resolution #	



## APPENDIX E

### LIMITATIONS ON THE USE OF THIS DOCUMENT



# LIMITATIONS ON USE OF THIS DOCUMENT

## GEOENVIRONMENTAL

### 1.1 USE OF DOCUMENT AND OWNERSHIP

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The Professional Document is not applicable to any other sites, nor should it be relied upon for types of development other than those to which it refers. Any variation from the site conditions present, or variation in assumed conditions which might form the basis of design or recommendations as outlined in this report, at or on the development proposed as of the date of the Professional Document requires a supplementary exploration, investigation, and assessment.

TETRA TECH is neither qualified to, nor is it making, any recommendations with respect to the purchase, sale, investment or development of the property, the decisions on which are the sole responsibility of the Client.

### 1.7 NOTIFICATION OF AUTHORITIES

In certain instances, the discovery of hazardous substances or conditions and materials may require that regulatory agencies and other persons be informed and the client agrees that notification to such bodies or persons as required may be done by TETRA TECH in its reasonably exercised discretion.



## APPENDIX E

### RSWMP – MEDIA RELEASE





PEACE RIVER REGIONAL DISTRICT

## MEDIA RELEASE

For Immediate Release

May 2, 2025

## PRRD announces amendment to Regional Solid Waste Management Plan

The Peace River Regional District (PRRD) is proposing an amendment to the Regional Solid Waste Management Plan (RSWMP) to allow for the consideration of future waste management facility locations.

The amendment will allow flexibility to the current plan by creating a “future facilities” section for the evaluation of potential new sites. The amendment supports Strategy 12 of the current RSWMP, which focuses on assessing long-term disposal options.

Public notification is a key component of the amendment process and a mandatory requirement under the established provincial consultation plan. The public is invited to review the proposed amendment at <https://prrd.bc.ca/waste-amendment> and provide feedback by email to [environmental.services@prrd.bc.ca](mailto:environmental.services@prrd.bc.ca) until **June 23, 2025**.

This amendment is separate from any specific facility decisions. No decisions have been made regarding landfill expansion, new landfill locations or conversion to transfer stations. A separate public engagement process will occur for any work associated with the siting of a potential new landfill or transfer station within the Chetwynd area.

### Project Documents

- 2022 (Archived) Regional Solid Waste Management Plan Have Your Say project page at [haveyoursay.prrd.bc.ca/solid-waste-management-plan-join-in](https://haveyoursay.prrd.bc.ca/solid-waste-management-plan-join-in)
- Current Regional Solid Waste Management Plan (PDF)
- PRRD RSWMP Ministry Submission Document (PDF)

### Background

The PRRD developed its first Regional Solid Waste Management Plan in 1996. The plan was most recently updated in 2021 for the timeframe of 2022-2032 and represents the current framework for solid waste management.

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A five-year effectiveness review is scheduled for 2027. However, the PRRD has identified a need to amend the plan now to facilitate the implementation of Strategy 12, which assesses long-term disposal options.

-end-

**Contact information:**

Annette Andrews, Communications Manager  
250-784-3200 | annette.andrews@prrd.bc.ca



Evacuation Orders	View ACTIVE »	Emergency Alerts	View ACTIVE »	Emergency News	View ACTIVE »
View Current Evacuation Alert and/or Order Area(s): <a href="#">PRRD Evac Map Tool</a>					
<ul style="list-style-type: none"><li>Kiskatinaw River Wildfire (G70422) Evacuation Order #6 &amp; Alert #8 CANCELLED</li></ul>		<ul style="list-style-type: none"><li>Kiskatinaw River Wildfire (G70422) Evacuation Alert #9</li></ul>		<ul style="list-style-type: none"><li>Returning Home Resources – for Kiskatinaw River Wildfire Evacuees</li><li>BC Wildfire Operations – Kiskatinaw River Wildfire Area</li><li>Flood Preparedness &amp; Sandbag Availability for PRRD Residents</li><li>State of Local Emergency for Electoral Area B</li><li>State of Local Emergency for Electoral Area D</li><li>Open fire prohibition notice for Prince George Fire Centre (UPDATED June 17, 2025)</li><li>Evacuation Alert Checklist</li></ul>	
<a href="#">View Archived »</a>		<a href="#">View Archived »</a>		<a href="#">View Archived »</a>	

#### Upcoming Events

##### Board Meeting

Jun 19, 2025 | 10:00 am

##### EADC/RBAC Meeting

Jun 26, 2025 | 10:00 am

##### Canada Day Parade – Fort St. John

Jul 1, 2025 | 11:00 am – 12:30 pm

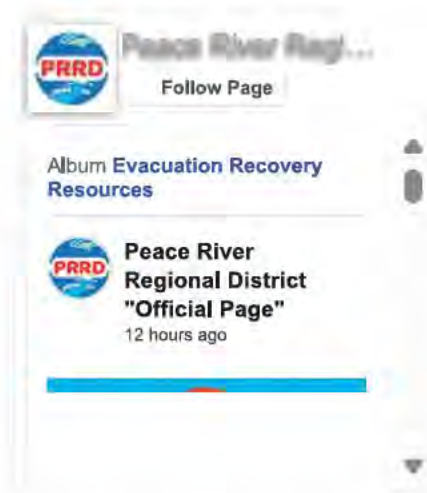
##### Canada Day Parade – Pouce Coupe

Jul 1, 2025 | 11:00 am – 12:30 pm

##### Broadband, Internet and Mobility Committee Meeting

Jul 16, 2025 | 10:00 am

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## PRRD announces proposed amendment to Regional Solid Waste Management Plan

May 2, 2025

The Peace River Regional District (PRRD) is proposing an amendment to its Regional Solid Waste Management Plan (RSWMP) to allow for the consideration of future locations for waste management facilities.

This amendment is separate from specific facility decisions. No decisions have been made regarding landfill expansion, new locations or conversion to transfer stations. A separate public engagement process will occur for any work related to siting a potential new landfill or transfer station in the Chetwynd area.



## Background

The PRRD's RSWMP, initially developed in 1996 and last updated in 2021 (for 2022-2032), guides solid waste management in the region. Strategy 12 of the RSWMP involves monitoring the PRRD's three active landfills to plan for long-term disposal.

The RSWMP identifies that the Chetwynd Landfill is almost full and options including expansion, relocation or closure (with use of a transfer station to then haul waste to Bessborough or North Peace Regional Landfill) needs to be fully assessed. Based on airspace assessments completed in 2024, it is estimated that the Chetwynd Landfill will be full by 2030. Currently, the PRRD is evaluating the feasibility of expanding the existing location or relocating a new landfill within a 20 km radius of the existing landfill.


While a five-year effectiveness review of the RSWMP is scheduled for 2027, an amendment is required to implement Strategy 12, specifically sub-strategy 12C, which considers landfill closure and replacement with a transfer station, landfill expansion or landfill relocation.

The current RSWMP lacks a 'future facilities' section necessary for the contemplation of potential new sites. As such, the following is the proposed addition to the RSWMP.

## Proposed Amendment

The following 'Future Facilities' section is proposed for addition to the RSWMP:

### 3.4 Future Facilities

Municipal solid waste may be directed to any new landfill or transfer station contemplated by this plan. The specific sites being contemplated by the PRRD are shown in [Schedule G](#) .

Should one of the contemplated sites be deemed feasible the following process will be used for development of the chosen site.

- Follow the PRRD's procurement process for the engineering and construction of a new facility;
- Ensure that required Federal, Provincial and Local Government requirements are met and obtain all necessary authorizations including and not limited to an Operational Certificate under the Environmental Management Act (EMA) from the Ministry of Environment and Parks (MEP);
- Public consultation and First Nation engagement will occur on the expansion and each potential relocation site; and
- Any additional requirements that may be included as conditions in the Minister's approval of the amendment to this plan.

This amendment will add flexibility to the current plan by allowing the evaluation of potential new sites.

## Public Feedback

The public is invited to provide feedback on this proposed amendment by email to [environmental.services@prrd.bc.ca](mailto:environmental.services@prrd.bc.ca) until **June 23, 2025**.

In alignment with the process set by the Ministry of Environment and Climate Change Strategy, a Consultation Summary Report will be presented to the Public and Technical Stakeholder Committee (PTSC). The PTSC's recommendations will go to the Solid Waste Committee and then the Regional Board for a decision before submission to the Ministry for approval.

## Project Documents

- Archived 2022 Regional Solid Waste Management Plan [project page](#)
- Current [Regional Solid Waste Management Plan](#) 
- [PRRD RSWMP Schedule G](#) 

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## Regional District Highlights

### Input still welcome on new Regional Zoning Bylaw

Public engagement for the Peace River Regional District's new Regional Zoning Bylaw, underway since March 20, continues until May 30.

Share your feedback on accessory buildings, home-based businesses and secondary/detached suites via our anonymous online survey at [haveyoursay.prrd.bc.ca/rzb](https://haveyoursay.prrd.bc.ca/rzb) or by scanning the QR code below. No registration needed.

Paper copies are at PRRD offices in Dawson Creek (1981 Alaska Avenue) and Fort St John (9505 100 Street).



In-person sessions are planned for fall 2025. Stay updated on the Regional Zoning Bylaw project at [haveyoursay.prrd.bc.ca/rzb](https://haveyoursay.prrd.bc.ca/rzb). Questions? Call 250-784-3200 or email [planning@prrd.bc.ca](mailto:planning@prrd.bc.ca).

### Public feedback open on proposed Regional Solid Waste Plan amendment

The Peace River Regional District (PRRD) proposes amending its Regional Solid Waste Management Plan (RSWMP) to consider future waste facility locations. This amendment does not decide specific sites. It allows for future evaluation, especially regarding Chetwynd Landfill's projected 2030 closure.

Provide feedback on this amendment, which adds flexibility for potential new sites, by emailing [environmental.services@prrd.bc.ca](mailto:environmental.services@prrd.bc.ca) by June 23, 2025.

Scan the QR code to learn more about the proposed amendment.



### FREE FireSmart™ Home Assessments are back!

Protect your rural home from wildfire! For the fifth year, the PRRD, in collaboration with FireSmartBC, is offering FREE home assessments. Given our region's drought and homes located near forests, understanding your wildfire risk is important. This program provides practical ways to reduce your property's vulnerability.

Seniors and residents with mobility challenges in the PRRD can also access FREE assistance with tasks like brush clearing.

Book your assessment today by scanning the QR code or calling Mammoth Forestry at 250-467-4180. Find valuable tips and resources from FireSmart BC at [FireSmartBC.ca](https://FireSmartBC.ca).



### PRRD launches yard waste composting pilot at Bessborough Landfill

The Peace River Regional District is launching a three-year pilot program to encourage composting, starting May 15 at the Bessborough Landfill.

Residents can drop off yard and garden waste free of charge at the landfill (6688 237 Road, Arras, BC) between May 15 and October 31 annually. Food waste and invasive plants are not accepted. Details: [prrd.bc.ca](https://prrd.bc.ca) or 250-784-3200.



### Next PRRD Board Meetings

May 22, 2025 | 10am, Dawson Creek  
June 19, 2025 | 10am, Dawson Creek

Board meetings are streamed live on Facebook @OfficialPRRD

To view all meeting information and agendas visit [prrd.bc.ca/agendas-minutes](https://prrd.bc.ca/agendas-minutes).

### Engage with the Peace River Regional District



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@PeaceRiverRegionalD



[haveyoursay.prrd.bc.ca](https://haveyoursay.prrd.bc.ca)





## Regional District Highlights

### Emergency Management & Wildfire Response

**Ongoing Wildfire Activity:** The region is actively responding to several wildfires, including the Kiskatinaw River Wildfire (G70422) and Pocket Knife Creek Wildfire (G80352), with ongoing evacuation alerts and orders in various electoral areas (D, B). Residents are urged to register for NEBC Alerts at [nebcalerts.com](https://nebcalerts.com) and continue monitoring [prrd.bc.ca](https://prrd.bc.ca) for accurate information.

**Emergency Support Services (ESS):** ESS has been extended for the Kiskatinaw River Wildfire through the Dawson Creek Emergency Reception Centre. Visit [dawsoncreek.ca/emergency](https://dawsoncreek.ca/emergency) for current hours and locations.

**Open Fire Prohibition:** A ban is in effect for Category 1 (campfires), Category 2 and Category 3 open fires throughout the Prince George Fire Centre which includes the Peace River Regional District.

**FireSmart™ Campaign:** The PRRD launched its 2025 FireSmart™ campaign in April, and continues to offer free home assessments and support for seniors and those with mobility challenges to help reduce wildfire risk.

### Planning & Development

**Fire Service Expansion Study:** This 2024 study, which covered Bessborough, Farmington and Sunrise Valley, found strong resident support for expanded fire services (82%) and explored various options. Key challenges identified include recruiting and retaining volunteer firefighters and ensuring service sustainability. A staff report with recommendations will go to the Regional Board in June. Learn more at [haveyoursay.prrd.bc.ca/BFSES](https://haveyoursay.prrd.bc.ca/BFSES)

**Regional Growth Strategy (RGS):** The PRRD's first-ever Regional Growth Strategy is in its final phase. An RGS is a high-level plan that address changes in the region over the next 20 years. The draft RGS was made available for public review, and is anticipated to be adopted as a regional bylaw in July 2025.

### Infrastructure & Services

**Aquatic Vegetation and Management Study:** The PRRD is investigating mechanical removal of excess aquatic vegetation in Charlie and Swan Lakes due to concerns from lake users. The Regional Board requested a one-year extension to harvesting permits on April 11, 2025, to conduct a cost analysis for a two-year harvesting program.

**Rose Prairie Drilling Authorization Agreement:** A Special Regional Board Meeting was held on June 3, 2025, to discuss amending the Rose Prairie Drilling Authorization Agreement to allow for a fourth well and continued testing for water suitability for the existing Rose Prairie Water Station.

### Regional Solid Waste Management Plan (RSWMP)

**Amendment:** The PRRD is proposing an amendment to its RSWMP to allow for the consideration of future locations for waste management facilities. Public feedback is invited until June 23, 2025. Learn more at [prrd.bc.ca/waste-amendment/](https://prrd.bc.ca/waste-amendment/).

### Community Engagement & Governance

**Chetwynd Chainsaw Carving Championship:** The PRRD had a booth at the event, with residents engaging with Director Rose of Electoral Area E.

**Chetwynd Public Library Grand Opening:** The grand opening of the new Chetwynd Public Library took place on June 3, 2025.

**Golata Creek Community Space:** The first phase of public engagement for the project finished on May 9, 2025. The PRRD gathered feedback about the future of the space in Golata from 22 surveys and 23 residents at an April 30 meeting. This input was presented to the Regional Board on May 22, 2025, to help determine next steps. Updates will be shared as the project moves forward.

**Grant Writing Workshops:** Virtual Grant Writing information sessions and workshops were held for non-profits in the region in early June. Sign up for grant opportunities at [prrd.bc.ca](https://prrd.bc.ca).

### Next PRRD Board Meetings

July 17, 2025 | 10am, Dawson Creek  
August 14, 2025 | 10am, Dawson Creek

Board meetings are streamed live on Facebook @OfficialPRRD

To view all meeting information and agendas visit [prrd.bc.ca/agendas-minutes](https://prrd.bc.ca/agendas-minutes).

### Engage with the Peace River Regional District



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## APPENDIX F

### EXAMPLE RSWMP AMENDMENT LETTER SENT TO MUNICIPALITIES AND FIRST NATIONS



May 5, 2025

File#: 5360.02

District of Tumbler Ridge  
Box 100, 305 Founders Way,  
Tumbler Ridge, BC V0C 2W0

[tradmin@dtr.ca](mailto:tradmin@dtr.ca)

Dear Mayor and Council,

**Re: Planning for Future Waste Management Facilities  
Invitation for Feedback – Proposed Regional Solid Waste Management Plan Amendment**

The PRRD is currently working on siting a new or expanded landfill in the Chetwynd area. Through this process, it has been identified that the PRRD will need to amend the current 2022-2032 Regional Solid Waste Management Plan (RSWMP). This letter is a formal invitation for you to provide feedback on the amendment to the RSWMP Amendment to facilitate the implementation of Strategy 12 to assess long term disposal options.

The PRRD developed its first Regional Solid Waste Management Plan (RSWMP) in 1996. The RSWMP was most recently updated in 2021, for the timeframe of 2022 - 2032 and represents the current framework for solid waste management in the PRRD. The five-year effectiveness review is scheduled to be completed in 2027, however, the PRRD has identified a need to amend the RSWMP to facilitate the implementation of Strategy 12 to assess long term disposal options. Currently sub-strategy 12C identifies that multiple options will be evaluated if changes are required for active landfills including closure and conversion to a transfer station, or the expansion or relocation of landfills to an alternative site. Unfortunately, the current RSWMP does not include a "future facilities" section to allow for the contemplation of potential new sites. The intent of the 2025 amendment to the RSWMP will be to add a sub-section to the RSWMP to allow for the consideration of future facility locations.

The PRRD hosted a Public and Technical Stakeholder Committee (PTSC) meeting on March 27, 2025, to seek approval to proceed with the required amendment to the RSWMP. The PTSC provided approval to proceed with the efforts required to amend the RSWMP, and to facilitate the implementation of Strategy 12. As part of this process, informing the public is a key component of the amendment process and is a mandatory component of the established Consultation Plan.

The following is the proposed addition to the RSWMP.

diverse. vast. abundant.

### 3.4 Future Facilities

*In the event that one of the three current landfills (Bessborough, Chetwynd or North Peace) reaches capacity and expansion of the site is not feasible new landfill sites may be contemplated. The specific sites being contemplated by the PRRD are shown in Schedule G: Figure of Expansion Area and Potential Relocation Sites.*

*Should one of the contemplated sites be deemed technically feasible and development of additional landfilling capacity be the preferred long-term solution the following process will be used for development of the chosen site.*

- *Follow the PRRDs procurement process for the engineering and construction of a new facility;*
- *Ensure that any and all required Federal, Provincial and Local Government requirements are met and obtain all necessary authorizations including but not limited to an Operational Certificate under the Environmental Management Act (EMA) from the Ministry of Environment and Parks (MEP);*
  - o *It is understood that as a municipal landfill an Environmental Assessment under the Environmental Assessment Act is not required, however, all necessary environmental requirements of the Landfill Criteria (2016) or approved exceptions will be met in order to obtain an OC.*
- *Public consultation and First Nation engagement will occur on the expansion and each potential relocation site.*
- *Any additional requirements that may be included as conditions in the Minister's approval of the amendment to this plan.*

A copy of the proposed Schedule G is attached.

It is noted that a separate public engagement process will occur for the ongoing work associated with the siting of a potential new landfill within the Chetwynd area. The public engagement process for the siting project commenced on April 5, 2024, and will continue with significant engagement later in the year to completion. It is further noted that no decision has been made on the decision to proceed with a landfill expansion, new landfill location or conversion to a transfer station and that the RSWMP amendment only allows for flexibility to assess such long-term disposal options.

Please visit the website for further information located at <https://prrd.bc.ca/waste-amendment>. Please send any comments to the [environmental.services@prrd.bc.ca](mailto:environmental.services@prrd.bc.ca) email by June 23, 2025.

We appreciate all the comments and feedback received to date and look forward to receiving your valuable feedback moving forward.

Yours truly,

*Gerritt Lacey*

Gerritt Lacey  
Solid Waste Manager



## APPENDIX G

### WRITTEN RESPONSES – FIRST NATIONS AND/OR MUNICIPALITIES



May 21, 2025

Mr. Gerritt Lacey, Solid Waste Manager  
Peace River Regional District  
1981 Alaska Avenue  
Dawson Creek, BC V1G 4H8

Email: [environmental.services@prrd.bc.ca](mailto:environmental.services@prrd.bc.ca)

Dear Mr. Lacey:

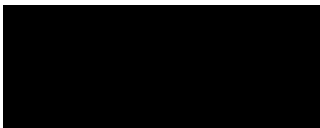
**Re: Planning for the Future Waste Management Facilities**

On behalf of Mayor and Council, thank you for your letter dated May 5, 2025, which was received at the Regular Meeting of Council held on May 20, 2025.

Please be advised that Council has received your letter for information. After review, no further action will be taken at this time. Thank you for taking the time to engage with the City of Dawson Creek.

Should you have any additional information to provide in the future please feel free to contact our office.

Sincerely,



Tab Young  
Corporate Officer

/nm



## DISTRICT OF TUMBLER RIDGE

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June 2, 2025

File No: 0110-20/Mayor

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

Dear Gerritt Lacey, Solid Waste Manager

Re: Invitation for Feedback – Proposed Regional Solid Waste Management Plan

---

At the May 26, 2025, Council meeting, the District of Tumbler Ridge received correspondence from the Peace River Regional District requesting feedback on a proposed amendment to the Regional Solid Waste Management Plan (RSWMP).

Following the review, Mayor and Council passed a motion expressing their support for the proposed amendment. This letter serves as formal notification that the District of Tumbler Ridge is in favor of the proposed changes to the RSWMP.

### **MOVED/SECONDED**

THAT staff sends a response to the Peace River Regional District stating that the District of Tumbler Ridge Council would be in favor of the proposed Regional Solid Waste Management Plan amendment.

**CARRIED**

Regards,

[Redacted Signature]  
Lisa Scott  
Chief Administrative Officer

Kc/lc



## APPENDIX H

### TETRA TECH'S LIMITATIONS ON THE USE OF THIS DOCUMENT



# LIMITATIONS ON USE OF THIS DOCUMENT

## GEOENVIRONMENTAL

### 1.1 USE OF DOCUMENT AND OWNERSHIP

This document pertains to a specific site, a specific development, and a specific scope of work. The document may include plans, drawings, profiles and other supporting documents that collectively constitute the document (the "Professional Document").

The Professional Document is intended for the sole use of TETRA TECH's Client (the "Client") as specifically identified in the TETRA TECH Services Agreement or other Contractual Agreement entered into with the Client (either of which is termed the "Contract" herein). TETRA TECH does not accept any responsibility for the accuracy of any of the data, analyses, recommendations or other contents of the Professional Document when it is used or relied upon by any party other than the Client, unless authorized in writing by TETRA TECH.

Any unauthorized use of the Professional Document is at the sole risk of the user. TETRA TECH accepts no responsibility whatsoever for any loss or damage where such loss or damage is alleged to be or, in fact, caused by the unauthorized use of the Professional Document.

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The Professional Document and any other form or type of data or documents generated by TETRA TECH during the performance of the work are TETRA TECH's professional work product and shall remain the copyright property of TETRA TECH.

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Where TETRA TECH submits electronic file and/or hard copy versions of the Professional Document or any drawings or other project-related documents and deliverables (collectively termed TETRA TECH's "Instruments of Professional Service"), only the signed and/or sealed versions shall be considered final. The original signed and/or sealed electronic file and/or hard copy version archived by TETRA TECH shall be deemed to be the original. TETRA TECH will archive a protected digital copy of the original signed and/or sealed version for a period of 10 years.

Both electronic file and/or hard copy versions of TETRA TECH's Instruments of Professional Service shall not, under any circumstances, be altered by any party except TETRA TECH. TETRA TECH's Instruments of Professional Service will be used only and exactly as submitted by TETRA TECH.

Electronic files submitted by TETRA TECH have been prepared and submitted using specific software and hardware systems. TETRA TECH makes no representation about the compatibility of these files with the Client's current or future software and hardware systems.

### 1.3 STANDARD OF CARE

Services performed by TETRA TECH for the Professional Document have been conducted in accordance with the Contract, in a manner

consistent with the level of skill ordinarily exercised by members of the profession currently practicing under similar conditions in the jurisdiction in which the services are provided. Professional judgment has been applied in developing the conclusions and/or recommendations provided in this Professional Document. No warranty or guarantee, express or implied, is made concerning the test results, comments, recommendations, or any other portion of the Professional Document.

If any error or omission is detected by the Client or an Authorized Party, the error or omission must be immediately brought to the attention of TETRA TECH.

### 1.4 DISCLOSURE OF INFORMATION BY CLIENT

The Client acknowledges that it has fully cooperated with TETRA TECH with respect to the provision of all available information on the past, present, and proposed conditions on the site, including historical information respecting the use of the site. The Client further acknowledges that in order for TETRA TECH to properly provide the services contracted for in the Contract, TETRA TECH has relied upon the Client with respect to both the full disclosure and accuracy of any such information.

### 1.5 INFORMATION PROVIDED TO TETRA TECH BY OTHERS

During the performance of the work and the preparation of this Professional Document, TETRA TECH may have relied on information provided by third parties other than the Client.

While TETRA TECH endeavours to verify the accuracy of such information, TETRA TECH accepts no responsibility for the accuracy or the reliability of such information even where inaccurate or unreliable information impacts any recommendations, design or other deliverables and causes the Client or an Authorized Party loss or damage.

### 1.6 GENERAL LIMITATIONS OF DOCUMENT

This Professional Document is based solely on the conditions presented and the data available to TETRA TECH at the time the data were collected in the field or gathered from available databases.

The Client, and any Authorized Party, acknowledges that the Professional Document is based on limited data and that the conclusions, opinions, and recommendations contained in the Professional Document are the result of the application of professional judgment to such limited data.

The Professional Document is not applicable to any other sites, nor should it be relied upon for types of development other than those to which it refers. Any variation from the site conditions present, or variation in assumed conditions which might form the basis of design or recommendations as outlined in this report, at or on the development proposed as of the date of the Professional Document requires a supplementary exploration, investigation, and assessment.

TETRA TECH is neither qualified to, nor is it making, any recommendations with respect to the purchase, sale, investment or development of the property, the decisions on which are the sole responsibility of the Client.

### 1.7 NOTIFICATION OF AUTHORITIES

In certain instances, the discovery of hazardous substances or conditions and materials may require that regulatory agencies and other persons be informed and the client agrees that notification to such bodies or persons as required may be done by TETRA TECH in its reasonably exercised discretion.





## **Solid Waste Management Plan Public Stakeholder Technical Committee Terms of Reference**

### **1 BACKGROUND:**

1.1 Regional Districts in British Columbia are mandated by the Provincial *Environmental Management Act* to develop Regional Solid Waste Management Plans (RSWMP). The most recent RSWMP was approved in October, 2022, and is a long term vision for how the Peace River Regional District (PRRD) will manage municipal and rural solid waste for the next 10 years. The RSWMP identifies the need to create a Public Technical Stakeholder Committee (PTSC) which will monitor the implementation and effectiveness of the RSWMP and identify concerns and issues that have arisen during its implementation that may require changes.

### **2 GOAL OF THE COMMITTEE:**

2.1 The intent of the Public Technical Stakeholder Committee (PTSC) is to oversee the implementation of RSWMP and make recommendations to the PRRD Solid Waste Committee (SWC).

2.2 When the need for a major amendment has been identified through implementation of the 10-year RSWMP timeframe, the PTSC will act as an Advisory Committee to provide advice and feedback on consultation activities with the stakeholders provided in the consultation plan for these planned amendments to the SWC.

### **3 OBJECTIVES:**

3.1 To act as a sounding board for the PRRD to review results of feasibility assessments, including cost benefit analysis, and pilot programs;

3.2 To identify concerns and issues that may arise in the implementation process;

3.3 To make suggestions for the annual Solid Waste Strategic Plan for approval by the Regional Board; and

3.4 To review the annual report prior to recommending the approval by the Regional Board.

### **4 AUTHORITY:**

4.1 The PTSC makes recommendations to the PRRD Board via the SWC. The Board is the final authority on decisions.

### **5 COMMITTEE ORGANIZATION:**

5.1 A Chair and Vice Chair will be appointed by the SWC.

5.2 The General Manager of Environmental Services and the Solid Waste Manager, and/or designate.

5.3 Secretarial services will be provided by the PRRD.

5.4 Members may be chosen to form an Advisory Committee and provide technical advice.



## 6 MEMBERSHIP:

6.1 The PTSC will be comprised of representation from the following:

- 6.1.1 Member municipalities staff;
- 6.1.2 First Nation neighbor's;
- 6.1.3 PRRD waste management contractors and partners;
- 6.1.4 public agencies such as the Ministry of Environment and Climate Change Strategy;
- 6.1.5 private and non-profit sectors;
- 6.1.6 industry and institutional representatives; and
- 6.1.7 the general public.

6.2 Members will be contacted directly, as well as general open invitations on the PRRD website and social avenues.

6.3 Memberships will be open to all who are interested in solid waste management.

6.4 The Membership will be continuous through the term of the most current RSWMP.

## 7 REMUNERATION AND EXPENSES:

7.1 Membership to the PTSC shall be strictly on a volunteer basis. Compensation from the PRRD for work performed as a member of the PTSC will be provided as follows:

- 7.1.1 Per the Regional Board's Financial Policy, mileage will be paid to all volunteer members of the PTSC (except Ministry Staff and paid members of Commissions).
- 7.1.2 Refreshments and lunch meal (if required) will be provided at all meetings.

## 8 RULES OF PROCEDURE:

8.1 Robert's Rules of Order apply.

8.2 The PTSC is advisory and all recommendations will be forwarded to the Regional District Solid Waste Committee or Regional Board for consideration.

8.3 All issues that come before the PTSC shall be recorded in the minutes and presented to the SWC for further review and approval.

8.4 **Conflict of Interest:** Persons sitting as Committee members shall exclude themselves from meetings that may place them in conflict of interest.

## 9 MEETINGS OF THE PUBLIC TECHNICAL STAKEHOLDER COMMITTEE:

### 9.1 Scheduled Meetings:

9.1.1 Meetings of the PTSC will take place annually within quarter 4, prior to the first annual Solid Waste Committee Meeting of each year.

9.2 This schedule is subject to change. All regular agendas and meeting dates shall be arranged by the PRRD in consultation with the PTSC members. All meeting dates will be confirmed at least two weeks prior to the meetings with agendas being provided to the PTSC members and other interested parties at least one week prior to meetings. Agendas will also be posted on the Peace River Regional District website at [www.prrd.bc.ca](http://www.prrd.bc.ca).

## 10 MINUTES:

10.1 Notes and action items arising from each meeting will be documented and attached to the following SWC meeting agenda.

**11 REPORTING TO THE PRRD SOLID WASTE COMMITTEE:**

11.1 Recommendations adopted by the PTSC will be presented to the PRRD Solid Waste Committee or Regional Board by way of a covering report drafted by PRRD staff.

Date Committee Established			November 24, 2022
Date Approved by Board	November 24, 2022	Board Resolution#	RD/22/11/11 (24)
Amendment Date	February 20, 2025	Board Resolution #	RD/25/02/26
Amendment Date		Board Resolution #	
Amendment Date		Board Resolution #	
Amendment Date		Board Resolution #	