PEACE RIVER REGIONAL DISTRICT

ELECTORAL AREA DIRECTORS COMMITTEE MEETING
MINUTES

THURSDAY, NOVEMBER 19, 2020

LOCATION Peace River Regional District Office, Dawson Creek, BC

ATTENDANCE

Directors
Director Rose, Electoral Area 'E'
Director Sperling, Electoral Area 'C'
Director Goodings, Electoral Area 'B' *(via teleconference)*
Director Hiebert, Electoral Area 'D'

Staff
Shawn Dahlen, Chief Administrative Officer
Tyra Henderson, Corporate Officer
Teri Vetter, Chief Financial Officer
Crystal Brown, Electoral Area Manager
Trish Morgan, GM of Community Services
David Sturgeon, Protective Services Manager
Paulo Eichelberger, GM of Environmental Services
Kari Bondaroff, Environmental Services Manager
Jeff McDonald, Communications Manager
Hunter Rainwater, Recorder

Others
Katrin Saxty, Urban Systems *(via teleconference)*

Delegations
9.1 Urban Matters
Matt Thomson, Community Housing Lead *(via teleconference)*

1. CALL TO ORDER

The Chief Administrative Officer called the meeting to order at 10:01 am.

2. ELECTION OF CHAIR

The Chief Administrative Officer called for nominations for the office of Electoral Are Directors Committee Chair for 2020-2021.

Director Sperling nominated Director Hiebert for the office of Committee Chair for 2020-2021.
Director Rose seconded the nomination.
Director Hiebert accepted the nomination.

Director Goodings nominated Director Rose for the office of Electoral Area Directors Committee Chair for 2020-2021.
Director Sperling seconded the nomination.
Director Rose accepted the nomination.

Director Hiebert recused his acceptance for the nomination of Committee Chair.

The Chief Administrative Officer called a second time for nominations for the office of Electoral Area Directors Committee Chair for 2020-2021.

The Chief Administrative Officer called a third time for nominations for the office of Committee Chair for 2020-2021.

Hearing none, the Chief Administrative Officer declared Director Rose Chair of the Electoral Area Directors Committee for 2020-2021.

3. ELECTION OF VICE-CHAIR

The Chief Administrative Officer called for nominations for the office of Electoral Area Directors Committee Vice-Chair for 2020-2021.

Director Sperling nominated Director Hiebert for the office of Committee Vice-Chair for 2020-2021.
Director Goodings seconded the nomination.
Director Hiebert accepted the nomination.

The Chief Administrative Officer called a second time for nominations for the office of Committee Vice-Chair for 2020-2021.

The Chief Administrative Officer called a third time for nominations for the office of Committee Vice-Chair for 2020-2021.

Hearing none, the Chief Administrative Officer declared Director Hiebert, Vice-Chair of the Electoral Area Directors Committee for 2020-2021.

Director Rose assumed the position of Chair to conduct the meeting.

4. DIRECTORS' NOTICE OF NEW BUSINESS

5. ADOPTION OF AGENDA

MOVED Director Hiebert, SECONDED Director Sperling,

Adoption of Agenda

That the Electoral Area Directors Committee adopt the November 19, 2020 Meeting Agenda.

1. Call to Order
1.1. Meeting Chair -
2. Election of Chair
3. Election of Vice-Chair
4. Directors' Notice of New Business
5. Adoption of Agenda
6. Gallery Comments or Questions
7. Adoption of Minutes
7.1. Electoral Area Directors Committee Draft Meeting Minutes of October 15, 2020
8. Business Arising from the Minutes
9. Delegations
9.1. Urban Matters
10. Correspondence
10.1. First Responder Statement of Principles
10.2. Village of Pouce Coupe - Pouce Coupe Volunteer Fire Department Response to Medical Calls
11. Reports
11.1. 2021 Electoral Area Directors Committee Meeting Schedule, ADM-EADC-022
11.2. Options for Recording PRRD Meetings, DR-EADC-001
11.3. Agriculture Land Reserve Exclusion Policy, DS-EADC-007

(Continued on next page)

Adoption of Agenda (continued)

11.4. Rolla Sewer Treatment Facility Condition Assessment, ENV-EADC-006
11.5. Notice of Closed Session – November 19, 2020, ADM-EADC-023

12. Discussion Items
12.1. Seniors Meal Program - Next Steps
12.2. Cemetery Maintenance
12.3. Overhead Lighting at the Baldonnel Overpass

13. New Business

14. Diary
14.1. Diary Items

15. Item(s) for Information
15.1. EADC Terms of Reference

16. Adjournment

CARRIED

6. GALLERY COMMENTS OR QUESTIONS

7. ADOPTION OF MINUTES

7.1
Oct. 15/20 EADC Minutes

MOVED Director Sperling, SECONDED Director Hiebert,
That the Electoral Area Directors Committee adopt the October 15, 2020 Meeting Minutes.

CARRIED

8. BUSINESS ARISING FROM THE MINUTES

9. DELEGATIONS

9.1
Seniors Housing Needs Assessment – Urban Matters

The Electoral Area Directors Committee was provided with a presentation from Matt Thomson, Community Housing Lead at Urban Matters, on the Seniors Housing Needs Assessment. The purpose of this presentation was to review legislative requirements, key findings of the Electoral Area Housing Needs report, and to get input on the draft reports, prior to the report being finalized and presented to the Regional Board. Housing Needs Reports have two major components: Data collection and data reporting, and must be delivered every 5 years. Housing Needs Reports can help to inform a number of planning and policy initiatives.

A question and answer period ensued. Topics included:

- Director Goodings asked if First Nation communities were including in the PRRD population stats and housing needs stats. Matt Thomson responded that they are not, because of the way that the legislation is written, however, they do recognize them as key partners and their role. Urban Matter made sure that they were learning about the concerns, challenges and potential needs or plans the First Nations communities may have on their own.

- Director Goodings asked where Urban Matters obtained information on the number of residences in the rural areas. Matt Thomson responded that they use information from Stats Canada as well as dwellings count based on either the post office or rural addresses. Director Goodings noted that the PRRD does not have mandatory building inspections in Electoral Areas B, D or E, so using building statistics would not be an accurate report. Matt Thomson responded that particularly for rural areas, the data is quite limited to get.

- November 27, 2020 will be the last day to get any other questions the Committee may have for Matt Thomson regarding the Seniors Housing Needs Assessment.

Vary Agenda

MOVED Director Hiebert, SECONDED Director Sperling,
That the Electoral Area Directors Committee vary the agenda to deal with item 11.3 (Agriculture Land Reserve Exclusion Policy, DS-EADC-007) at this time.

CARRIED

11. REPORTS

11.3 Agriculture Land Reserve Exclusion Policy, DS-EADC-007

RECOMMENDATION ON THE FLOOR
MOVED Director Sperling, SECONDED Director Hiebert,
That the Electoral Area Directors Committee recommend that the Regional Board authorize the preparation of a draft policy that will address how the PRRD moves forward with future Agricultural Land Reserve exclusion applications, for consideration at the October 8, 2020 Regional Board Meeting.

DEALT WITH THE FOLLOWING

MOVED Director Goodings, SECONDED Director Hiebert,
That the motion be amended by deleting the words "at the October 8, 2020 Regional Board Meeting", and inserting in their place, "at a future Board meeting"

CARRIED

MOVED Director Goodings, SECONDED Director Sperling,
That the motion be further amended by adding the following words at the end;

"further, that the policy specify that the PRRD will review private landowner ALR Exclusion applications on a case-by-case basis as they are received".

CARRIED

The Chair called the Question to the Motion as amended:

That the Electoral Area Directors Committee recommend that the Regional Board authorize the preparation of a draft policy that will address how the PRRD moves forward with future Agricultural Land Reserve exclusion applications, for consideration at a future Regional Board Meeting, further, that the policy specify that the PRRD will review private landowner Agricultural Land Reserve Exclusion applications on a case-by-case basis as they are received.

CARRIED

MOVED Director Goodings, SECONDED Director Sperling,
That the Electoral Area Directors Committee recommend that the Regional Board authorize a letter to be sent to the Agricultural Land Commission expressing the Board's concerns with downloading from the Agricultural Land Commission to local governments with the implementation of Bill 15, which prevents landowners from submitting Agricultural Land Reserve exclusion applications to the Agricultural Land Commission and requires Local Governments, First Nation Governments, the Province of BC, and prescribed public bodies to make applications for exclusion.

CARRIED

Vary Agenda

MOVED Director Hiebert, SECONDED Director Sperling,
That the Electoral Area Directors Committee vary the agenda to deal with item 11.5 (Notice of Closed Session – November 19, 2020, ADM-EADC-023).

CARRIED

11. REPORTS

11.5
Notice of Closed Session November 19, 2020, ADM-EADC-023

MOVED Director Hiebert, SECONDED Director Sperling,
That the Electoral Area Directors Committee recess to a Closed Meeting for the purpose of discussing the following items:

Agenda Items 3.1 - Closed Meeting Minutes, CC Section 97(1)(b)
Agenda Item 5.1 – Negotiations, CC Section 90(1)(k)
Agenda Item 7.1 – Legal Advice, CC Section 90(1)(i)

CARRIED

Recess — The Chair recessed to a closed meeting at 11:15 am.

Reconvene — The Chair reconvened the open meeting at 1:01 pm.

10. CORRESPONDENCE

10.1
First Responders Statement of Principles

MOVED Director Sperling, SECONDED Director Hiebert,
That the Electoral Area Directors Committee receive the First Responders Statement of Principles letter for discussion.

CARRIED

The Electoral Area Directors Committee requested that the Fire Chiefs' Association of British Columbia First Responders Statement of Principles Letter and PRRD response letter be forwarded to the Regional Board for discussion.

10.2
Village of Pouce Coupe – Pouce Coupe Volunteer Fire Department Response to Medical Calls

MOVED Director Hiebert, SECONDED Director Sperling,
That the Electoral Area Directors Committee recommend that the Regional Board authorize the preparation of a report identifying the costs required for the Pouce Coupe Volunteer Fire Department to respond to medical calls inside the boundary of the Pouce Coupe Fire Protection Area, and what the applicable costs would be if the boundary expanded; further, that the report be provided to a future Electoral Area Directors Committee Meeting.

CARRIED

11. REPORTS

11.1
2021 EADC Committee Meeting Schedule, ADM-EADC-022

MOVED Director Sperling, SECONDED Director Hiebert,
That the Electoral Area Directors Committee approve the 2021 Electoral Area Directors Committee Meeting Schedule as presented.

CARRIED

11.2
Options for Recording PRRD Meetings, DR-EADC-001

MOVED Director Sperling, SECONDED Director Hiebert,
That the Electoral Area Directors Committee receive the report titled "Options for Recording PRRD Meetings, DR-EADC-001" for discussion.

CARRIED

MOVED Director Hiebert, SECONDED Director Sperling,
That the Electoral Area Directors Committee authorize using an IPad to record future meetings.

CARRIED

The Chief Administrative Officer noted that he would investigate providing an Ipad for the the Fort St. John office as well.

11.4 Rolla Sewer Treatment Facility Condition Assessment, ENV-EADC-006

MOVED Director Sperling, SECONDED Director Hiebert,
That the Electoral Area Directors Committee receive the report titled "Rolla Sewer Treatment Facility Condition Assessment -ENV-EADC-006", which includes the 2020 Rolla Wastewater Treatment Plant Assessment Report, as submitted by WSP Canada Inc., for discussion.

CARRIED

12. DISCUSSION ITEM(S)

12.1 Seniors Meal Program – Next Steps

MOVED Director Hiebert, SECONDED Director Sperling,
That the Electoral Area Directors Committee recommend that the Regional Board authorize the development of a Bylaw and service function for the Rural Seniors Initiative in Area's D and E.

CARRIED

12.2 Cemetery Maintenance

MOVED Director Sperling, SECONDED Director Hiebert,
That the Electoral Area Directors Committee authorize that no further action be taken on the following resolution from June 18, 2020 :

> *MOVED,SECONDED and CARRIED*
> That the Electoral Area Directors Committee be provided with a report identifying the cost for each individual Electoral Area to conduct lawn maintenance for the existing cemeteries within those electoral areas and what the subsequent taxation increase to requisition would be; the rules and regulations that need to be followed in regards to operating and maintaining cemeteries; and the additional grant dollars required to allow existing cemeteries to remain operational and functioning in the short term.

CARRIED

12.3 Overhead Lighting at the Baldonnel Overpass

MOVED Director Goodings, SECONDED Director Sperling,
That the Electoral Area Directors Committee add the topic 'Overhead Lighting at the Baldonnel Overpass' to the diary.

CARRIED

13. NEW BUSINESS

14. DIARY

14.1 Diary Items

No changes were made to the Diary.

15. ITEMS FOR INFORMATION

15.1 EADC Terms of Reference

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

16. ADJOURNMENT

The Chair adjourned the Meeting at 1:38 pm.

Original Signed By

Director Rose, Meeting Chair

Original Signed By

Hunter Rainwater, Recorder