



PEACE RIVER REGIONAL DISTRICT

## REGIONAL BOARD MEETING MINUTES

THURSDAY, JANUARY 28, 2021

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**LOCATION** Peace River Regional District Office, Dawson Creek, BC

### ATTENDANCE

#### Directors

Chair Sperling, Electoral Area 'C'  
Vice-Chair Rose, Electoral Area 'E'  
Director Ackerman, City of Fort St. John  
Director Bumstead, City of Dawson Creek  
Director Courtoreille, District of Chetwynd  
Director Fraser, District of Taylor *(via teleconference)*  
Director Goodings, Electoral Area 'B'  
*(via teleconference)*  
Director Heiberg, District of Hudson's Hope  
Director Hiebert, Electoral Area 'D'  
*(via teleconference)*  
Director Zabinsky, City of Fort St. John

#### Alternate Directors

Alternate Director Kirby, District of Tumbler Ridge  
Alternate Director White, Village of Pouce Coupe

#### Absent Directors

Director Bertrand, District of Tumbler Ridge  
Director Michetti, Village of Pouce Coupe

#### Staff

Shawn Dahlen, Chief Administrative Officer  
Tyra Henderson, Corporate Officer  
Teri Vetter, Chief Financial Officer  
Tab Young, Deputy Corporate Officer  
Paulo Eichelberger, GM of Environmental Services  
Trish Morgan, GM of Community Services  
Crystal Brown, Electoral Area Manager  
Jeff McDonald, Communications Manager  
*(via teleconference)*  
Trevor Ouellette, IT Manager  
David Sturgeon, Protective Services Manager  
Brenda Deliman, Recorder *(via teleconference)*

#### Others

Katrin Saxty, Urban Systems *(via teleconference)*

#### Delegations *(via teleconference)*

7.1 TRMF

Zena Conlin

7.2 TRUGG

Manda Maggs and Al Kangas

**1. CALL TO ORDER** The Chair called the meeting to order at 11:35 a.m.

### 2. DIRECTORS' NOTICE OF NEW BUSINESS

Director Goodings Keystone XL Pipeline

Director Hiebert North Central Local Government Association



### 3. ADOPTION OF AGENDA

#### 3.1 Adoption of Agenda RD/21/01/01 (28)

MOVED Director Zabinsky, SECONDED Director Heiberg,

That the Regional Board adopt the January 28, 2021 Board Meeting Agenda, as amended to include Director's new business (Keystone XL Pipeline, NCLGA) and additional items for the agenda (CoW report):

1. **Call to Order**
2. **Directors' Notice of New Business**
3. **Adoption of Agenda**
4. **Gallery Comments or Questions**
5. **Adoption of Minutes**
  - 5.1 Regional Board Draft Meeting Minutes of January 14, 2021
6. **Business Arising from the Minutes**
7. **Delegations**
  - 7.1 Tumbler Ridge Museum Foundation - Update on Activities
  - 7.2 Tumbler Ridge UNESCO Global Geopark - Update on Activities
8. **Petitions**
9. **Correspondence**
  - 9.1 Fraser Basin Council - Northeast Climate Resilience Network
  - 9.2 North Peace Savings and Credit Union - Annual General Meeting
10. **Reports**
  - 10.1 January 21, 2021 Electoral Area Directors Committee Meeting Recommendations, ADM-BRD-129
  - 10.2 Function 702 Area B Potable Water Draft 2021 Capital Budget, ADM-BRD-128
  - 10.3 Contract Extension for Blackfoot Regional Park Caretaker, CS-BRD-033
  - 10.4 Peace River Regional District Emergency Response Plan – Kelly Lake, CS-BRD-032
  - 10.5 Development Variance Permit, PRRD File No. 20-004 DVP, DS-BRD-111
  - 10.6 Non-Farm Use in the ALR, PRRD File No. 20-016 ALR NFU, DS-BRD-112
  - 10.7 Sharing of Materials with North Peace Rural Roads Task Force, ADM-BRD-126
  - 10.8 Emergency Operations Centre Grant Application, CS-BRD-030
  - 10.9 Request for Proposal 41-2020 North Peace Regional Landfill – Landfill Gas Monitoring Reporting, and Field Operations, ENV-BRD-025
  - 10.10 Function 140 – Economic Development Unallocated Surplus, FN-BRD-034
  - 10.11 Moberly Lake Volunteer Fire Department Transition to PRRD, CS-BRD-034
  - 10.12 North Peace Leisure Facility Replacement Steering Committee Terms of Reference, CS-BRD-035
  - 10.13 Function 275 – Grants to Community Organizations, ADM-BRD-131
11. **Bylaws**
12. **Strategic Plan**
  - 12.1 2019-2022 Strategic Plan
13. **New Business**
  - 13.1 Director Goodings – Keystone XL Pipeline
  - 13.2 Director Hiebert – North Central Local Government Association
14. **Appointments**
  - 14.1 2021 Board Appointments List
15. **Consent Calendar**
  - 15.1 Emergency Executive Committee Draft Meeting Minutes of December 10, 2020
  - 15.2 Regional Parks Committee Draft Meeting Minutes of December 10, 2020
  - 15.3 Solid Waste Committee Draft Meeting Minutes of January 7, 2021

*(Continued on next page)*



3.1 Adoption of Agenda  
(Cont'd)

**15. Consent Calendar** (cont'd)

15.4 Tourism Industry Association of BC Bulletin - January 18, 2021

**16. Notice of Motion**

**17. Media Questions**

**18. Adjournment**

**CARRIED**

**4. GALLERY COMMENTS OR QUESTIONS**

**5. ADOPTION OF MINUTES**

5.1

RD/21/01/02 (28)

Jan. 14/21 Regional Board  
Minutes

MOVED Director Heiberg, SECONDED Alternate Director Kirby,  
That the Regional Board adopt the Board Meeting Minutes of January 14, 2021.

**CARRIED**

**6. BUSINESS ARISING FROM THE MINUTES**

**7. DELEGATIONS**

Vary the Agenda

The Delegations under item Items 7.1 and 7.2, Tumbler Ridge Museum Foundation and Tumbler Ridge UNESCO Global Geopark are scheduled to provide the Board with an update on their activities at 1:00 p.m and 1:15 p.m.

**8. PETITIONS**

**9. CORRESPONDENCE**

9.1

RD/21/01/03 (28)

Fraser Basin Council

MOVED Director Rose, SECONDED Director Goodings,  
That the Regional Board receive the correspondence dated December 15, 2020 from the Fraser Basin Council regarding the Northeast Climate Resilience Network, for information.

**CARRIED**

9.2

RD/21/01/04 (28)

NP Savings & Credit Union  
AGM

MOVED Chair Sperling, SECONDED Director Goodings,  
That the Regional Board authorize the Chair and Director Goodings to attend the North Peace Savings and Credit Union - Virtual Annual General Meeting on February 2, 2021.

**DEFEATED**

**10. REPORTS**

10.1

RD/21/01/05 (28)

EADC Rec #1: RFP 42-2020  
'Grant Writer Services'

MOVED Director Rose, SECONDED Director Fraser,  
That the Regional Board award Request for Proposal 42-2020 'Grant Writer Services' to Clear Course Consulting Limited for grant writing services at a cost of \$85,050 (excluding taxes) for a twelve month term; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

**CARRIED**

Conflict of Interest

Director Fraser declared a conflict of interest with Item 10.1, Recommendation 2 (RFQ 36-2020) and left the meeting at 11:50 a.m.



- 10.1 (Cont'd) RD/21/01/06 (28)  
EADC Rec #2: RFQ 36-2020 'Fire Hydrant Repair & Maintenance'  
MOVED Director Ackerman, SECONDED Director Bumstead,  
That the Regional Board award RFQ 36-2020 'Fire Hydrant Repair and Maintenance,' to Celtic Construction Ltd. for semi-annual servicing of fire hydrants within the North Peace Airport Subdivision, for an amount not to exceed \$55,000 (excluding taxes) for a two year term, with an option to renew for one additional year; further, that the Chair and Chief Administrative Officer be authorized to sign the contract on behalf of the Regional District.  
**CARRIED**
- Director Fraser  
Director Fraser returned to the meeting at 11:52 a.m.
- EADC Rec #3: Mandatory Addressing / Signage RD/21/01/07 (28)  
MOVED Director Bumstead, SECONDED Director Hiebert,  
That the Regional Board authorize a cost benefit analysis to be conducted to examine and compare options associated with mandatory addressing and signage within those areas that are in an established fire protection boundary; further, that the report be provided to a future Electoral Area Directors Committee.  
**CARRIED**
- EADC Rec #4: Interprov. Mtg. RD/21/01/08 (28)  
MOVED Director Goodings, SECONDED Director Courtoreille,  
That the Regional Board postpone the April 21, 2021 Interprovincial Meeting until the fall of 2021 to allow the meeting to potentially be held in person.  
**CARRIED**
- 10.2 RBAC Rec #1: Function 702 – Area B Potable Water RD/21/01/09 (28)  
MOVED Director Goodings, SECONDED Director Heiberg,  
That the Regional Board give pre-budget approval for \$600,000, as shown in the draft 2021 capital budget for Function 702 – Area B Potable water, to move forward with procurement for the Rose Prairie water station capital works and complete full-scale expansion of the site infrastructure.  
**CARRIED**
- 10.3 RPC Rec #1: Blackfoot Regional Park Caretaker Contract RD/21/01/10 (28)  
MOVED Director Zabinsky, SECONDED Director Fraser,  
That the Regional Board extend the contract for RFP 11-2020, "Blackfoot Regional Park Caretaker", to MSTERZ Holdings Corp., for the provision of seasonal caretaker services at Blackfoot Regional Park, at a maximum cost of \$55,200 (plus GST) per year for the 2021 and 2022 seasons; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.  
**CARRIED**
- 10.4 EEC Rec #1: PRRD ERP – Kelly Lake RD/21/01/11 (28)  
MOVED Director Hiebert, SECONDED Director Goodings,  
That the Regional Board approve that the Peace River Regional District will work with Kelly Lake community leaders, stakeholders, and emergency agencies to develop a neighbourhood emergency preparedness plan for Kelly Lake.  
**AMENDED BY THE FOLLOWING**



- 10.4  
PRRD ERP – Kelly Lake  
(Cont'd)
- Motion to Amend
- RD/21/01/12 (28)  
MOVED Director Ackerman, SECONDED Director Bumstead,  
That the Regional Board amend the motion by adding the following to the beginning of the motion:  
“That the Regional Board approve that a letter be sent to the Kelly Lake Community Leaders Group advising that the Peace River Regional District has an emergency response plan that the Kelly Lake community falls under; and further, until the status of the community changes, they will remain under the Peace River Regional District Emergency Response Plan; and further, that in the meantime,”.
- Motion as Amended
- The Chair Called the Question to the Motion as Amended:
- That the Regional Board approve that a letter be sent to the Kelly Lake Community Leaders Group, advising that the Peace River Regional District has an emergency response plan that the Kelly Lake community falls under; and further, until the status of the community changes, they will remain under the Peace River Regional District Emergency Response Plan; and further, that in the meantime, the Regional Board approve that the Peace River Regional District will work with the Kelly Lake community leaders, stakeholders, and emergency agencies to develop a neighbourhood emergency preparedness plan for Kelly Lake.
- Recess
- The Chair recessed the meeting to luncheon at 12:07 p.m.
- Reconvene
- The Chair reconvened the meeting at 12:55 p.m.
- Vary the Agenda
- To accommodate the delegations at 1:00 p.m., the Chair continued to Item 7 of the Agenda.

**CARRIED**

**CARRIED**

## 7. DELEGATIONS

- 7.1  
TRMF
- The Regional Board was provided with an update on the activities of the Tumbler Ridge Museum Foundation. Topics included:
- 2020 in Review (March-June closure, program and conference cancellations, emergency budgets, opportunities investigation)
  - Collections and research
  - Strategic framework
  - 2021 and Beyond (virtual/on-site program options, Royal BC Museum guest exhibit, day camps / school programs, enhanced fossil preservation, data collection, consultation with Indigenous communities)
  - 5-Year Master Plan and 2021 Operating Budget
  - Update on amalgamation with Tumbler Ridge UNESCO Global Geopark



- 7.2  
TRUGG
- The Regional Board was provided with an update on the activities of the Tumbler Ridge UNESCO Global Geopark. Topics included:
- Use of PRRD funding contribution
  - 2020 programming and outreach
  - Key projects (health in geoparks initiative, travelling regional exhibit, Northern Rockies Dark Sky Reserve application)
  - Regional mobile exhibit / travelling trailer
  - 2021 Projects (amalgamation with Tumbler Ridge Museum Foundation, prepare for UNESCO revalidation, new publications)
  - Other activities (regional marketing, Geo Interpretive Centre construction planning, trust fundraising, Master Trails plan)

A question and answer period regarding funding options ensued.

- Recess
- The Chair recessed the meeting to a conference call with the Minister of Municipal Affairs regarding COVID-19 at 1:30 p.m.

- Reconvene
- The Chair reconvened the meeting at 3:01 p.m.

## 10. REPORTS

- 10.5  
DVP 20-004
- RD/21/01/13 (28)  
MOVED Chair Sperling, SECONDED Director Rose,  
That the Regional Board respectfully decline the Development Variance Permit No. 20-004, for the property identified as PID 006-077-765 to reduce the rear property line setback from 3 metres to 0.54 metres for the Quonset structure within PRRD Zoning Bylaw No. 1343, 2001.

**CARRIED**

**OPPOSED: Directors Goodings and Fraser**

- 10.6  
NFU App. 20-016
- RD/21/01/14 (28)  
MOVED Director Goodings, SECONDED Director Fraser,  
That the Regional Board support ALR Non-Farm Use application 20-016 ALR NFU, to have a family cemetery on a 0.1 hectare (0.25 acre) portion of the property identified as PID 030-945-461, and authorize the application to proceed to the Agricultural Land Commission.

**CARRIED**

- 10.7  
NP Rural Rds. Initiative
- RD/21/01/15 (28)  
MOVED Director Goodings, SECONDED Director Heiberg,  
That the Regional Board approve the transfer of materials and documents generated through the lifetime of the Peace River Regional District North Peace Rural Roads initiative to any future iteration of the North Peace Rural Roads Committee or Task Force, once established by a Peace River Regional District member municipality.

**CARRIED**



- 10.8  
EOC Equip – Grant App. RD/21/01/16 (28)  
MOVED Director Ackerman, SECONDED Director Heiberg,  
That the Regional Board authorize the submission of a grant application to the Union of BC Municipalities Community Emergency Preparedness Fund for \$18,500 to purchase two portable radios and one SmartBoard for the Emergency Operations Centre.

**CARRIED**

- 10.9  
SWC Rec #1: RFP 41-2020  
'NPRL Gas Monitoring, Reporting & Field Ops' RD/21/01/17 (28)  
MOVED Director Zabinsky, SECONDED Director Heiberg,  
That the Regional Board award RFP 41-2020 'North Peace Regional Landfill - Landfill Gas Monitoring, Reporting, and Field Operations' to GHD Limited for a three year contract at a cost of \$182,717 (excluding taxes); further, that the Chair and Chief Administrative Officer be authorized to sign the contract on behalf of the PRRD.

**CARRIED**

- 10.10  
Func. 140 – Ec Dev  
Surplus Allocation RD/21/01/18 (28)  
MOVED Director Goodings, SECONDED Director Rose,  
That the Regional Board approve the reimbursement of Function 140 – Economic Development 2021 unallocated surplus of \$93,409 to the participating members as follows:

Area B	\$26,823.00
Area C	\$5,338.66
Area D	\$16,389.13
Area E	\$12,300.95
Dawson Creek	\$8,143.23
Pouce Coupe	\$375.95
Tumbler Ridge	\$2,274.42
Chetwynd	\$1,963.23
Hudson's Hope	\$1,291.95
Fort St. John	\$17,119.71
Taylor	\$1,388.77

**CARRIED**

- 10.11  
Moberly Lake Vol.  
Fire Dept. RD/21/01/19 (28)  
MOVED Director Rose, SECONDED Director Courtoreille,  
That the Regional Board commit to working with the Moberly Lake Volunteer Fire Department Society to begin the transition from a society operated fire service to a Peace River Regional District administered and managed fire service.

**DEALT WITH BY THE FOLLOWING**



10.11  
Moberly Lake Vol. Fire  
Dept. (Cont'd)

RD/21/01/20 (28)

MOVED Director Ackerman, SECONDED Director Zabinsky,  
That the Regional Board defer consideration of Resolution No. RD/21/01/19 (28)  
which states:

“That the Regional Board commit to working with the Moberly Lake  
Volunteer Fire Department Society to begin the transition from a society  
operated fire service to a Peace River Regional District administered and  
managed fire service.”

until the Regional Board has received a report containing input from the Regional  
Fire Chiefs meeting.

**DEFEATED**

**IN FAVOUR: Directors Ackerman and Zabinsky**

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

That the Regional Board commit to working with the Moberly Lake  
Volunteer Fire Department Society to begin the transition from a society  
operated fire service to a Peace River Regional District administered and  
managed fire service.

**CARRIED**

**OPPOSED: Directors Ackerman and Zabinsky**

Moberly Lake Fire Service  
Func.

RD/21/01/21 (28)

MOVED Director Rose, SECONDED Director Goodings,  
That the Regional Board approve that a letter to be sent to Saulteau First Nations  
and West Moberly First Nations asking if their respective nations will continue to  
be partners in the Moberly Lake fire service function, and if so would they appoint  
two representatives to work with the Peace River Regional District.

**CARRIED**

10.12  
NP Leisure Facility  
Replacement Steering  
Comm. - ToR

RD/21/01/22 (28)

MOVED Director Ackerman, SECONDED Director Rose,  
That the Regional Board approve, in principle, the following amendments to the  
“North Peace Leisure Facility Replacement Steering Committee Terms of  
Reference”:

1. That section 2.2(e) be amended back to the original wording to state “Service  
area boundary options.”
2. That section 2.2(f) be amended back to the original wording to state “Options  
for methods of assent.”
3. That section 2.2(g) be amended to state “Options for the current facility end  
of life be determined by the North Peace Leisure Pool Commission.”

Further; that, the draft amended Terms of Reference be sent to the District of  
Taylor and the City of Fort St. John for consideration and approval; and further,  
that, should the District and the City approve the Terms of Reference and that  
should the City and the District both approve the amended Terms of Reference,  
that it come back to the Regional Board for formal adoption.

**CARRIED**

**OPPOSED: Directors Courtoreille, Fraser, Goodings, Heiberg, and Rose**





10.13  
Func. 275 – Grants to  
Community Orgs – Rec #1:  
DC Charity Soc. RD/21/01/23 (28)  
MOVED Director Zabinsky, SECONDED Director Bumstead,  
That the Regional Board invite the Dawson Creek Charity Society as a delegation  
to the February 11, 2021 Committee of the Whole Meeting to present their  
Regional Grant-in-Aid application.

**CARRIED**

Rec #2: DC Triathlon  
Assoc. RD/21/01/24 (28)  
MOVED Director Heiberg, SECONDED Director Zabinsky,  
That the Regional Board invite the Dawson Creek Triathlon Association as a  
delegation to the February 11, 2021 Committee of the Whole meeting to present  
their Regional Grant-in-Aid application.

**CARRIED**

Rec #3: NEAT, Peace  
Country Barrel Racing  
Assoc., SPARK RD/21/01/25 (28)  
MOVED Director Bumstead, SECONDED Director Zabinsky,  
That the Regional Board invite the Northern Environmental Action Team, Peace  
Country Barrel Racing Association, and the SPARK Women's Leadership  
Conference Society as delegations to the February 11, 2021 Committee of the  
Whole meeting to present their applications for Regional Grant-in-Aid.

**CARRIED**

Rec #4: Increase No. of  
Allowable Delegations RD/21/01/26 (28)  
MOVED Director Bumstead, SECONDED Director Zabinsky,  
That the Regional Board approve more than three delegations to the February 11,  
2021 Committee of the Whole Meeting under Section 24(e) of Board Procedure  
Bylaw No. 2200, 2015.

**CARRIED**

## **11. BYLAWS**

## **12. STRATEGIC PLAN**

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

## **13. NEW BUSINESS**

13.1  
Director Goodings –  
Keystone XL Pipeline RD/21/01/27 (28)  
MOVED Director Goodings, SECONDED Director Ackerman,  
That the Regional Board authorize that a letter be forwarded to US President Biden  
to offer congratulations on his election and express disappointment over the  
cancellation of the Keystone XL pipeline project; further, that the letter be copied  
to the Honourable Justin Trudeau, Prime Minister of Canada, the Honourable  
Jason Kenney, Premier of Alberta, and the Honourable John Horgan, Premier of  
British Columbia.

**CARRIED**



- 13.2  
Director Hiebert – NCLGA
- The Regional Board was provided with an update on the activities of the North Central Local Government Association (NCLGA) from Director Hiebert. Highlights included:
- Surveys will be sent out seeking input on proposed changes to the NCLGA Board and fee structures
  - Surveys will be sent out seeking input on individual community healthcare issues
  - Policy on Emerging and Emergency Issues will be released soon
  - Solid Waste forum tentatively scheduled for fall 2021
  - NCLGA resolution deadline is February 26, 2021

#### 14. APPOINTMENTS

#### 15. CONSENT CALENDAR

- 15.1  
Consent
- RD/21/01/28 (28)  
MOVED Director Heiberg, SECONDED Director Zabinsky,  
That the Regional Board receive the January 28, 2021 consent calendar.

**CARRIED**

- 15.4  
TIABC Bulletin
- The Regional Board was advised that future C-19 Bulletins from the Tourism Industry Association of BC would be forwarded to Directors through the Directors Information process.

#### 16. NOTICE OF MOTION

#### 17. MEDIA QUESTIONS

18. ADJOURNMENT
- The Chair adjourned the meeting at 3:49 p.m.

CERTIFIED a true and correct copy of the Minutes of the Regional Board of the Peace River Regional District from a meeting held on January 28, 2021 in the Regional District Office Board Room, Dawson Creek, BC.

\_\_\_\_\_  
Brad Sperling, Chair

\_\_\_\_\_  
Tyra Henderson, Corporate Officer