



PEACE RIVER REGIONAL DISTRICT

ELECTORAL AREA DIRECTORS COMMITTEE MEETING MINUTES

THURSDAY, MAY 20, 2021

LOCATION Peace River Regional District Office, Dawson Creek, BC

ATTENDANCE

Directors

Director Goodings, Electoral Area 'B' (*Via Zoom*)
Director Sperling, Electoral Area 'C'
Director Hiebert, Electoral Area 'D'
Director Rose, Electoral Area 'E' – Committee Chair

Staff

Shawn Dahlen, Chief Administrative Officer
Tyra Henderson, Corporate Officer
Teri Vetter, Chief Financial Officer
Tab Young, Deputy Corporate Officer
Crystal Brown, Electoral Area Manager
Katherine Suggitt, GM of Development Services
Jeff McDonald, Communications Manager (*Via Zoom*)
Kari Bondaroff, Environmental Services Manager
Gerritt Lacey, Solid Waste Services Manager
David Sturgeon, Protective Services Manager
Hunter Rainwater, Recorder

Delegations

7.1 Pacific Northern Gas (PNG)
Brock John, Director, Business Development and Stakeholder Relations
Al Kleinschmidt, Manager, Energy Management and DSM
Dwain McRae, Manager of Operations

7.2 ISL Engineering
Gary O'Rourke, P. Eng, Project Manager
Brandon Barker, P. Eng, Office Manager

1. CALL TO ORDER The Chair called the meeting to order at 10:06 a.m.

2. DIRECTORS' NOTICE OF NEW BUSINESS

Director Goodings NCLGA Resolution Results
Director Sperling Garbage Collection in Area B & C



3. ADOPTION OF AGENDA

3.1 Adoption of Agenda MOVED Director Hiebert, SECONDED Director Sperling,
That the Electoral Area Directors Committee adopt the May 20, 2021 Meeting Agenda, as amended to include Director's new business:

1. Call to Order

1.1. Meeting Chair – Director Rose

2. Directors' Notice of New Business

3. Adoption of Agenda

4. Gallery Comments or Questions

5. Adoption of Minutes

5.1. Electoral Area Directors Committee Draft Meeting Minutes of April 22, 2021

6. Business Arising from the Minutes

7. Delegations

7.1. Pacific Norther Gas (PNG)

7.2. ISL Engineering

8. Correspondence

8.1. Auxiliary Program Survey

9. Reports

9.1. Development Application Procedures, Fees and Delegation Bylaw No. 2449, 2021. DS-BRD-152 – for Consideration of Three Readings and Adoption

9.2. Subdivision and Development Servicing Bylaw First Draft, DS-EADC-012

9.3. Notice of Closed Session – May 20, 2021, ADM-EADC-035

10. Discussion Item(s)

10.1. Investigation of Community Park in Lone Prairie – Director Rose

11. New Business

11.1. NCLGA Resolution Results

11.2. Garbage Collection in Area B & C

12. Diary

12.1. Diary Items

13. Item(s) for Information

13.1. EADC Terms of Reference

14. Adjournment

CARRIED

4. GALLERY COMMENTS OR QUESTIONS

5. ADOPTION OF MINUTES

5.1 MOVED Director Sperling, SECONDED Director Hiebert,
April 22/21 EADC Minutes That the Electoral Area Directors Committee adopt the April 22, 2021 Meeting Minutes.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES

MOVED Director Sperling, SECONDED Director Hiebert ,
That the Electoral Area Directors Committee authorize that a subsequent recommendation must be made following all Receive For Discussion resolutions.

CARRIED



VARY AGENDA

MOVED Director Rose, SECONDED Director Sperling,
That the Electoral Area Directors Committee vary the agenda to deal with item 8.1
(Auxiliary Program Survey) at this time.

CARRIED

8. CORRESPONDENCE

8.1

Auxiliary Program Survey

MOVED Director Goodings, SECONDED Director Sperling,
That the Electoral Area Directors Committee authorize that the Auxiliary Program
Survey be forwarded to all four Electoral Area Directors to be filled out and sent
back to the Chair by May 30, 2021.

CARRIED

9. REPORTS

9.1

Development Application
Procedures, Fees and
Delegation Bylaw No.
2449, 2021, DS-BRD-152 –
for Consideration of Three
Readings and Adoption

MOVED Director Goodings, SECONDED Director Sperling,
That the Electoral Area Directors Committee recommend that the Regional Board
give “Development Application Procedures, Fees and Delegation Bylaw No. 2449,
2021”, first, second and third readings, which establishes the procedures under
which an owner of land may apply for a variety of permits and bylaw amendments,
as required by the Local Government Act, s.460, and imposes fees for those
applications as permitted under Local Government Act s.397 and s.462, and
delegates the issuance of development permits to the General Manager of
Development Services.

CARRIED

MOVED Director Sperling, SECONDED Director Hiebert,
That the Electoral Area Directors Committee recommend that the Regional Board
adopt “Development Application Procedures, Fees and Delegation Bylaw No.
2449, 2021.”

CARRIED

MOVED Director Sperling, SECONDED Director Hiebert,
That the Electoral Area Directors Committee recommend that the Regional Board
authorize the review of development application fees, compared to neighbouring
local governments and with consideration given to recouping advertising costs.

CARRIED

9.2

Subdivision and
Development Servicing
Bylaw First Draft, DS-
EADC-012

MOVED Director Sperling, SECONDED Director Hiebert,
That the Electoral Area Directors Committee receive the report titled “Subdivision
and Development Servicing Bylaw First Draft – DS-EADC-01” and the Draft
Subdivision and Development Servicing Bylaw, for their consideration and
feedback.

CARRIED

VARY AGENDA

MOVED Director Rose, SECONDED Director Goodings,
That the Electoral Area Directors Committee vary the agenda to deal with item 7.1
(Pacific Norther Gas (PNG) Delegation) at this time.

CARRIED



DELEGATIONS

7.1

Pacific Northern Gas
(PNG) – 11:00 am

Representatives from Pacific Northern Gas (PNG) attended the Electoral Area Directors Committee meeting. A question and answer period ensued that included:

- PNG Mains Extension Test
- PNG Service Connection Rates/Cost estimates to connect residents in Wonowon
- Access to constant, secure natural gas is a potential barrier for expansion in various communities in the region.
- The Tomslake expansion that occurred in 2010 will be reconnected to a different source. Has the potential to limit future customers, depending on load use.
- North Peace Landfill MOU
- Smart Energy Solutions -available for Residential and Business to become more energy efficient.
- Area E (Groundbirch, Sunset Prairie) Service Proposal – No update provided. .
- Director Hiebert would like to set up a meeting with Dwaine in June.
- EA Directors would like a regular meeting to be scheduled with PNG – Update in a month or so.
- PNG will provide individual updates to the Directors by email

MOVED Director Goodings, SECONDED Director Hiebert,

That the Electoral Area Directors Committee authorize the Electoral Area Manager to;

- Send Brock the map of Groundbirch;
- Set up a meeting with Director Hiebert and Dwaine for June;
- Forward the information regarding TransCanada's system maps and commercial natural gas services to PNG;
- Invite PNG to the July 15, 2021 EADC Meeting;
- Provide PNG with dates and times the EA Directors can meet with the Department of Energy

CARRIED

VARY AGENDA

MOVED Director Rose, SECONDED Director Hiebert,

That the Electoral Area Directors Committee vary the agenda to deal with item 9.3 (Notice of Closed Session – May 20, 2021, ADM-EADC-035) at this time

CARRIED

9. REPORTS

9.3

Notice of Closed Session –
May 20, 2021, ADM-
EADC-035

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 Item 3.1 – Closed Meeting Minutes (CC Section 97 (1)(b))

Agenda Item 7.1 – Negotiations (CC Section 90 (1)(k)).

CARRIED

Recess

The Chair recessed the meeting for luncheon at 12:07 pm



Reconvene

The Chair reconvened the open meeting at 12:58 pm.

VARY AGENDA

MOVED Director Rose, SECONDED Director Sperling,
That the Electoral Area Directors Committee vary the agenda to deal with item 7.2 (ISL Engineering Delegation) at this time.

CARRIED

7. DELEGATIONS

7.2

ISL Engineering – 1:00 pm

The Electoral Area Directors Committee was provided with presentation on Subdivision and Development Services Bylaw Update. Topics included:

- The Project
- Purpose of this Presentation/Discussion
- Subdivision and Development Services Bylaw - Refresher
- The PRRD Bylaw – Refresher
- Update – Consultations
- Update – Draft Bylaw – Development Process
- Bylaw – The “Front End”
- Technical Sections – Off-Site Servicing
- Master Municipal Construction Documents (MMCD)
- Timing

A question and answer period ensued. Topics included:

- Director Goodings asked about Community Plans. Topics included the policies used to shape large informal areas like Wonowon and Prespatou.
- The Directors noted that the definitions may be too broad.
- Director Goodings is concerned about the developer being responsible for the water source. Gary O’Rourke emphasized that if there is a municipal water source available to connect with, the developer will have to meet that municipalities requirements. It was determined that Pump and Haul is an appropriate means of retrieving water, however, the developer must communicate this to the prospective land owner prior to sale.
- Director Rose would like to know what the staff commitment would look like if the Regional Board adopted this bylaw. The CAO responded that to date we haven’t seen an extensive amount of more time. The Bylaw will bring more consistency and a standard to the Regional District.
- Director Goodings would like to see the ‘exceptions’ at the beginning of the Bylaw.
- Director Hiebert inquired about agricultural subdivision, and the applicability of a subdivision intended for farming. Gary O’Rourke states that an agricultural subdivision may not be applicable based on the exceptions, but this will be made more clear.
- The Community Sewer System, Community Water System and Development definitions need to be worded differently.
- Director Rose would like to see the definitions of High Density, Medium Density and Low Density added under the Subdivision area. Regulations should coincide with density



7.2

ISL Engineering – 1:00 pm
(Continued)

MOVED Director Sperling, SECONDED Director Goodings,

That the Electoral Area Directors Committee consider a final draft of the Subdivision and Development Services Bylaw once further changes have been made, be brought back to the June 17, 2021 Electoral Area Directors Committee meeting.

CARRIED

10. DISCUSSION ITEM(s)

10.1

Investigation of
Community Park in Lone
Prairie – Director Rose

MOVED Director Hiebert, SECONDED Director Goodings,

That the Electoral Area Directors Committee recommend that the Regional Board authorize the investigation into options for the establishment of a community park in Lone Prairie.

CARRIED

Director Goodings noted that at the next EADC meeting, she will be requesting authorization to investigate the establishment of a community park in Red Creek.

11. NEW BUSINESS

11.1

NCLGA Resolution Results
– Director Goodings

Director Goodings gave a brief overview of the NCLGA AGM Conference.

MOVED Director Goodings,

That the Electoral Area Directors Committee authorize that the information that has been put online regarding the NCLGA AGM Conference be forwarded to the Electoral Area Directors.

DUE TO THE ABSENCE OF A SECONDER, THE MOTION WAS LOST

11.2

Garbage Collection in
Area B & C – Director
Sperling

Director Sperling noted that residents in Charlie Lake can sign up for garbage collection through a new service provider.

12. DIARY

12.1

Diary Items

No changes were made to the Diary.

13. ITEMS FOR INFORMATION

13.1

EADC Terms of Reference

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

14. ADJOURNMENT

The Chair adjourned the Meeting at 2:27 pm.