



# PEACE RIVER REGIONAL DISTRICT

## REGIONAL BOARD MINUTES

**November 18, 2021, 10:00 a.m.**

**1981 Alaska Avenue, Dawson Creek, BC**

**Directors Present:**

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

**Staff Present:**

Shawn Dahlen, Chief Administrative Officer  
Tyra Henderson, Corporate Officer  
Teri Vetter, Chief Financial Officer  
Tabatha Young, Deputy Corporate Officer  
Kari Bondaroff, General Manager of Environmental Services  
Trish Morgan, General Manager of Community Services  
Katherine Suggitt, General Manager of Development Services  
Crystal Brown, Electoral Area Manager  
Jeff McDonald, Communications Manager (via teleconference)  
Trevor Ouellette, IT Manager  
Brenda Deliman, Recording Clerk (via teleconference)

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**1. CALL TO ORDER**

The Chair called the meeting to order at 1:28 p.m.

**Director Ackerman**

Director Ackerman left the meeting at 1:28 p.m.

**2. GALLERY COMMENTS OR QUESTIONS**



**3. ADOPTION OF AGENDA**

RD/21/11/01 (18)

MOVED Director Hiebert

SECONDED Director Smith

That the Regional Board adopt the November 18, 2021 Board Meeting Agenda:

1. **Call to Order**
2. **Directors' Notice of New Business**
3. **Adoption of Agenda**
4. **Gallery Comments or Questions**
5. **Adoption of Minutes**
  - 5.1 Regional Board Draft Meeting Minutes of November 4, 2021
6. **Business Arising from the Minutes**
7. **Delegations**
8. **Correspondence**
  - 8.1 Ministry of Forests, Lands and Natural Resource Operations – Rescinding of the BC Geographical Names of Mount Bedaux and Bedaux Pass
  - 8.2 Cathy Peters – Human Sex Trafficking and Exploitation
9. **Reports**
  - 9.1 Request for License of Occupation on Crown Land, DR-BRD-024
  - 9.2 November 5, 2021 Solid Waste Committee Recommendations, ENV-BRD-072
  - 9.3 RFP Award 20-2021 Board Room Audio Upgrade, ADM-BRD-257
  - 9.4 Chetwynd Rural Fire Protection Agreement, CS-BRD-110
  - 9.5 Rescind of Evacuation Orders on Crown Land in Old Fort, CS-BRD-111
  - 9.6 Janitorial Services Contract Award RFQ 45-2021, ENV-BRD-074
  - 9.7 Staff Recognition Policy Amendment & Retroactive Payment of Long-Term Service Gifts, FN-BRD-083
10. **Bylaws**
  - 10.1 Solid Waste Industrial, Commercial and Institutional Tipping Fee Increase 2022, ENV-BRD-073
11. **New Business**
12. **Appointments**
  - 12.1 2021 Board Appointments List
13. **Consent Calendar**
  - 13.1 Solid Waste Committee Draft Meeting Minutes of November 5, 2021
  - 13.2 Chetwynd Public Library Special Board Meeting Minutes of October 6, 2021
  - 13.3 Chetwynd Public Library Regular Board Meeting Minutes of September 28, 2021
  - 13.4 Northern BC Tourism Association – Great Northern Circle Route Signage Strategy
  - 13.5 Peace Liard Regional Arts Council – Peace Liard Regional Juried Art Exhibit 2021
  - 13.6 PRRD Closed Landfill Update, ENV-SWC-064
  - 13.7 PRRD Building Permit Report for September 2021
14. **Strategic Plan**
15. **Notice of Motion**
16. **Media Questions**
17. **Recess to Closed Session**
18. **Adjournment**

**CARRIED**

**4. GALLERY COMMENTS OR QUESTIONS**

**5. ADOPTION OF MINUTES**

**5.1 Regional Board Draft Meeting Minutes of November 4, 2021**

RD/21/11/02 (18)

MOVED Director Fraser

SECONDED Director Heiberg

That the Regional Board adopt the Board meeting minutes of November 4, 2021.

**CARRIED**

**6. BUSINESS ARISING FROM THE MINUTES**



## 7. DELEGATIONS

### Director Ackerman

Director Ackerman entered the meeting at 1:30 p.m.

## 8. CORRESPONDENCE

### 8.1 Ministry of Forests, Lands and Natural Resource Operations - Rescinding of the BC Geographical Names of Mount Bedaux and Bedaux Pass

RD/21/11/03 (18)

MOVED Director Fraser

SECONDED Director Rose

That the Regional Board advise the Ministry of Forests, Lands, and Natural Resource Operations that it has no concerns regarding the rescinding of the BC Geographical names 'Mount Bedaux' and 'Bedaux Pass'.

**CARRIED**

### 8.2 Cathy Peters - Human Sex Trafficking and Exploitation

RD/21/11/04 (18)

MOVED Director Fraser

SECONDED Director Zabinsky

That the Regional Board receive the email dated November 12, 2021, from Cathy Peters, regarding human sex trafficking and exploitation, for information.

**CARRIED**

## 9. REPORTS

### 9.1 Request for License of Occupation on Crown Land, DR-BRD-024

#### Director Bumstead

Director Bumstead declared a Conflict of Interest with item 9.1 and excused himself from the meeting at 1:33 p.m. as he is a member of the One Island Lake Home Owners Association.

RD/21/11/05 (18)

MOVED Director Rose

SECONDED Director Hiebert

That the Regional Board apply for a License of Occupation in the vicinity of One Island Lake, on behalf of the One Island Lake Home Owners Association, for the establishment of an organics disposal site.

**CARRIED**

**OPPOSED: Director Bertrand**

#### Director Bumstead

Director Bumstead returned to the meeting at 1:42 p.m.



**9.2 November 5, 2021, Solid Waste Committee Recommendations, ENV-BRD-072**

RD/21/11/06 (18)

MOVED Director Rose

SECONDED Director Courtoreille

That the Regional Board approve the agreement titled “Bessborough Landfill Fire Protection Agreement” to secure fire protection services from the Dawson Creek Fire Department for the Bessborough Landfill at an annual base cost of \$10,500 per year (excluding taxes), effective January 1, 2022, for a five year term ending December 31, 2026; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the Peace River Regional District.

**CARRIED**

RD/21/11/07 (18)

MOVED Director Courtoreille

SECONDED Director Hiebert

That the Regional Board approve the agreement titled “Chetwynd Landfill Fire Protection Agreement” to secure fire protection services from the Chetwynd Fire Department for the Chetwynd Landfill at an annual base cost of \$5,000 (excluding taxes), effective January 1, 2022 for a five year term ending December 31, 2026; further that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the Peace River Regional District.

**CARRIED**

RD/21/11/08 (18)

MOVED Director Fraser

SECONDED Director Rose

That the Regional Board amend the reserve price on the four (4) lifts of sorted dimensional lumber located at the Bessborough Landfill and listed for sale on govdeals.ca, from \$1,000 to \$0 to encourage bids.

**CARRIED**

RD/21/11/09 (18)

MOVED Director Rose

SECONDED Director Zabinsky

That the Regional Board update the Solid Waste Regulation and Fees Bylaw No. 2065, 2013, to include a tipping fee increase of 5% increase on Industrial, Commercial, and Institutional (ICI) sorted waste streams, and a tipping fee increase of 76% increase to unsorted ICI waste streams, to help promote diversion activities in 2022.

**CARRIED**

RD/21/11/10 (18)

MOVED Director Zabinsky

SECONDED Director Bumstead

That the Regional Board approve the immediate transition of the two (2) Casual Field Services Labourer positions into two (2) full-time Field Services Labourer positions at wage rates as per the Collective Agreement with CUPE Local 2403.

**CARRIED**



**9.2 November 5, 2021 Solid Waste Committee Recommendations, ENV-BRD-072 (continued)**

RD/21/11/11 (18)

MOVED Director Zabinsky

SECONDED Director Courtoreille

That the Regional Board approve loaning the Peace River Regional District grain bag roller to local farmers at no cost until the internal financial procedures for the grain bag roller are complete in spring of 2022.

**Tabling Motion:**

RD/21/11/12 (18)

MOVED Director Ackerman

SECONDED Director Bertrand

That the Regional Board defer consideration of Resolution No. RD/21/11/11 (18) which states:

"That the Regional Board approve loaning the Peace River Regional District grain bag roller to local farmers at no cost until the internal financial procedures for the grain bag roller are complete in spring of 2022."

until such time as the Board has reviewed the procedure document which outlines how the roller will be supplied to local producers.

**DEFEATED**

**IN FAVOUR: Directors Ackerman, Bertrand, Smith and Zabinsky**

**Amendment:**

RD/21/11/13 (18)

MOVED Director Fraser

SECONDED Director Goodings

That the Regional Board amend the motion by replacing "at no cost" with ", for a deposit of \$500 for a loan period of two weeks,".

**CARRIED**

**Motion as Amended:**

RD/21/11/11 (18)

MOVED Director Zabinsky

SECONDED Director Courtoreille

That the Regional Board approve loaning the Peace River Regional District grain bag roller to local farmers, for a deposit of \$500 for a loan period of two weeks, until the internal financial procedures for the grain bag roller are complete in spring of 2022.

**CARRIED**

**Recess**

The Chair recessed the meeting so that Directors could participate in a call with the Honourable Mike Farnworth, Minister of Public Safety and Solicitor General, at 2:00 p.m.

**Reconvene**

The Chair reconvened the meeting at 2:47 p.m.



**9.3 RFP Award 20-2021 Board Room Audio Upgrade, ADM-BRD-257**

RD/21/11/14 (18)

MOVED Director Hiebert

SECONDED Director Bertrand

That the Regional Board award RFP 20-2021, 'Board Room Audio/Video Upgrade', to Applied Electronics, Ltd., at a cost of \$99,642 (excluding taxes); further, that the Chair and Chief Administrative Officer be authorized to sign the contract; further, that as installation is not anticipated to be completed prior to year-end, that any unspent funds for this contract be carried forward into the 2022 financial plan.

**CARRIED**

**9.4 Chetwynd Rural Fire Protection Agreement, CS-BRD-110**

RD/21/11/15 (18)

MOVED Director Rose

SECONDED Director Courtoreille

That the Regional Board authorize entering into a five year agreement with the District of Chetwynd for rural fire protection services effective January 1, 2022, and ending December 31, 2026; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the Peace River Regional District.

**CARRIED**

**9.5 Rescind of Evacuation Orders on Crown Land in Old Fort, CS-BRD-111**

RD/21/11/16 (18)

MOVED Chair Sperling

SECONDED Director Rose

That the Regional Board rescind a portion of the evacuation order issued on August 12, 2020, by removing the following Crown lands from the order:

- 50 metres east of the property line on Crown Provincial: N1/2 of SE1/4 SEC 19 TP 83 R 18 W6M
- Crown Provincial: N1/2 of S1/2 of SW1/4 S SEC 19 TP 83 R 18 W6M
- Crown Provincial: N1/2 of SW1/4 SEC 19 TP 83 R 18 W6M

And, further, that the following properties remain under evacuation order:

- 7605 Old Fort Road
- 9909 240 Road
- 9911 240 Road
- PID: 014-675-986
- A portion of 6975 Old Fort Road
- A portion of 7583 Old Fort Road
- A portion of 9820 River Drive

**CARRIED**



**9.6 Janitorial Services Contract Award RFQ 45-2021, ENV-BRD-074**

RD/21/11/17 (18)

MOVED Director Bumstead

SECONDED Director Hiebert

That the Regional Board award RFQ 45-2021 'Janitorial Services – Peace River Regional District' to Sky Blue Services at an annual cost of \$40,185.60 per year excluding taxes for a three year term commencing on December 1, 2021; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

**CARRIED**

**9.7 Staff Recognition Policy Amendment & Retroactive Payment of Long-Term Service Gifts, FN-BRD-083**

RD/21/11/18 (18)

MOVED Director Fraser

SECONDED Director Heiberg

That the Regional Board adopt the amended Staff Recognition Policy, which adds definitions, clarifies wording and adds a forty-year recognition pin and gift.

**CARRIED**

RD/21/11/19 (18)

MOVED Director Fraser

SECONDED Director Bumstead

That the Regional Board authorize the retroactive payment of \$2,150 for long-term service gifts to current staff that reached 5, 10, and 15 years of service prior to the adoption of the Staff Recognition Policy on September 10, 2020.

**CARRIED**

**10. BYLAWS**

**10.1 Solid Waste Industrial, Commercial and Institutional Tipping Fee Increase 2022, ENV-BRD-073 (Consideration of Three Readings)**

RD/21/11/20 (18)

MOVED Director Rose

SECONDED Director Zabinsky

That the Regional Board give Solid Waste Regulations and Fees Amendment Bylaw No. 2463, 2021 first three readings, which:

- Increases tipping fees for sorted Industrial, Commercial and Institutional waste by 5%
- Increases tipping fees for all unsorted Industrial, Commercial and Institutional waste by 76% ;
- Includes a definition for spring and fall clean up as a period when tipping fees are not applicable, by bylaw;
- Removes the tipping fee charged per tire, and inserts one general tipping fee for tire disposal, calculated by weight regardless of the number of tires; and
- Inserts a new fee for “controlled waste, unsorted” for both residential and Industrial, Commercial and Institutional waste.

**CARRIED**

**11. NEW BUSINESS**



**12. APPOINTMENTS**

**12.1 2021 Board Appointments List**

The Chair advised that Board appointments would be confirmed at the December 2, 2021, Regional Board meeting.

**13. CONSENT CALENDAR**

RD/21/11/21 (18)

MOVED

Director Bertrand

SECONDED

Director Courtoreille

That the Regional Board receive the November 18, 2021 consent calendar.

**CARRIED**

**14. STRATEGIC PLAN**

**14.1 2019-2022 Strategic Plan**

The Chief Administrative Officer advised that the Regional Board would soon be receiving an updated Strategic Plan and work plan for consideration.

The Regional Board engaged in a discussion regarding Strategic Focus Area #3 - Responsive Service Delivery and the provision of training to the Board of Directors on Emergency Management roles and responsibilities. Suggestions included the creation of a custom emergency management workshop for the Board, and holding discussions regarding training opportunities at the Emergency Executive and UBCM Flood and Wildfire Advisory Committee meetings.

**15. NOTICE OF MOTION**

**16. MEDIA QUESTIONS**

**17. RECESS TO CLOSED SESSION**

**18. ADJOURNMENT**

The Chair adjourned at 3:14 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 November 18, 2021 in the PRRD Board Room, 1981 Alaska Avenue, Dawson Creek, BC.

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Brad Sperling, Chair

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Tyra Henderson, Corporate Officer