



PEACE RIVER REGIONAL DISTRICT

REGIONAL BOARD MINUTES

June 9, 2022, 10:00 a.m.
1981 Alaska Avenue, Dawson Creek, BC

Directors Present:	Chair Sperling, Electoral Area C Vice-Chair Rose, Electoral Area E Director Bumstead, City of Dawson Creek Director Courtoreille, District of Chetwynd Director Fraser, District of Taylor Director Goodings, Electoral Area B 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 Alternate Director Hansen, City of Fort St. John
Directors Absent:	Director Ackerman, City of Fort St. John Director Bertrand, District of Tumbler Ridge
Staff Present:	Shawn Dahlen, Chief Administrative Officer Tyra Henderson, Corporate Officer Roxanne Shepherd, Chief Financial Officer Tabatha Young, Deputy Corporate Officer Trish Morgan, General Manager of Community Services Katherine Suggitt, General Manager of Development Services Crystal Brown, Electoral Area Manager Daris Gillis, Environmental Services Manager Gerritt Lacey, Solid Waste Services Manager Trevor Ouellette, IT Manager Cody Roberts, Building Inspector III Matthew Bascom, Electoral Area Intern Brenda Deliman, Recording Clerk
Delegation:	North Peace Fall Fair Society – Bruce Christensen, President



1. CALL TO ORDER

The Chair called the meeting to order at 1:00 p.m.

2. DIRECTOR'S NOTICE OF NEW BUSINESS

Chair Sperling - Northern Medical Programs Trust

3. ADOPTION OF AGENDA

RD/22/06/01

MOVED Director Fraser

SECONDED Director Hiebert

That the Regional Board adopt the June 9, 2022 Board Meeting Agenda, as amended to include Director's new business (Northern Medical Programs Trust):

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 May 26, 2022
 - 5.2. Committee of the Whole Draft Meeting Minutes of May 26, 2022
6. **Business Arising from the Minutes**
7. **Delegations**
8. **Correspondence**
 - 8.1. BC Hydro - Peace River Creel Survey - Blackfoot Regional Park
9. **Reports**
 - 9.1. May 19, 2022 Electoral Area Directors Committee Meeting Recommendations, ADM-BRD-303
 - 9.2. May 19, 2022 Rural Budgets Administration Committee Meeting Recommendations, ADM-BRD-304
 - 9.3. Waste to Energy Facility Travel Tour & the Regional Solid Waste Management Plan, ADM-BRD-305
 - 9.4. North Peace Fall Fair – Adeline Kelly Building Issues and Options, DS-BRD-214
 - 9.5. Non-Farm Use within ALR, Report No. 2, PRRD File No. 22-002 ALR NFU, DS-BRD-240
 - 9.6. Development Variance Permit No. 18-318, DS-BRD-241
 - 9.7. The Roadhouse General Store and Café – Application for Rural Licensee Retail Store, DS-BRD-244
 - 9.8. Permissive Tax Exemption Policy Summary, FN-BRD-152
 - 9.9. 2021 Statement of Financial Information, FN-BRD-160
 - 9.10. 2021 Development Cost Charge Report, FN-BRD-161
10. **Bylaws**
 - 10.1. Security Issuing Bylaw – City of Fort St. John, FN-BRD-162
 - 10.2. Zoning Amendment Bylaw No. 2472, 2022, Consideration of Third Reading and Adoption, DS-BRD-233
 - 10.3. Development Application Procedures, Fees and Delegation Amendment Bylaw No. 2486, 2022, DS-BRD-243
 - 10.4. Subdivision and Development Servicing Bylaw No. 2474, 2022, DS-BRD-245
11. **New Business**
 - 11.1. Director Sperling – Northern Medical Programs Trust
12. **Appointments**
 - 12.1. 2022 Board Appointment List

Resolution continued on next page

13. Consent Calendar

- 13.1. Electoral Area Directors Committee Draft Meeting Minutes of May 19, 2022
- 13.2. Rural Budgets Administration Committee Draft Meeting Minutes of May 19, 2022
- 13.3. Chetwynd Public Library Regular Board Meeting Minutes of April 12, 2022
- 13.4. Civic Properties Commission Meeting Minutes of April 12, 2022
- 13.5. North Peace Rural Roads Coalition Meeting Minutes of March 25, 2022
- 13.6. Minister of Public Safety and Solicitor General - Response to Wildfire and Flood Deployments
- 13.7. MLA Davies, Peace River North - Peace Region Crown Land Wildfire Danger
- 13.8. Letter of Support - Fort St John Seed Cleaning Cooperative Association - NDIT Grant Application
- 13.9. 2022 Calendar of Events

14. Strategic Plan

- 14.1. 2019-2022 Strategic Plan

15. Notice of Motion

16. Media Questions

17. Notice of Closed

- 17.1. Notice of Closed Session – June 9, 2022, ADM-BRD-302

18. Adjournment

CARRIED

4. GALLERY COMMENTS OR QUESTIONS

5. ADOPTION OF MINUTES

5.1 Regional Board Draft Meeting Minutes of May 26, 2022

RD/22/06/02

MOVED Director Heiberg

SECONDED Director Hiebert

That the Regional Board adopt the Board meeting minutes of May 26, 2022.

CARRIED

5.2 Committee of the Whole Draft Meeting Minutes of May 26, 2022

RD/22/06/03

MOVED Director Bumstead

SECONDED Director Zabinsky

That the Regional Board adopt the Committee of the Whole meeting minutes of May 26, 2022.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES

7. DELEGATIONS

7.1 North Peace Fall Fair Society - Adeline Kelly Building

The Regional Board received concerns from the North Peace Fall Fair (NPFF) Society regarding the Adeline Kelly Building located at the NPFF Grounds. Topics included:

- Building permits obtained voluntarily
- Intent of using structure as multi-purpose building
- Construction (engineered drawings, sponsorship, volunteer hours)
- 2022 venue bookings
- Requested options (continued use as multi-use facility, PRRD covers costs of deconstruction and new build, PRRD provides large tent for NPFF functions)



8. CORRESPONDENCE

8.1 BC Hydro - Peace River Creel Survey - Blackfoot Regional Park

RD/22/06/04

MOVED Director Heiberg

SECONDED Director Hiebert

That the Regional Board receive the correspondence dated May 19, 2022 from BC Hydro, regarding the Peace River Creel Survey, for discussion.

CARRIED

Director Bumstead

Director Bumstead left the meeting at 1:11 p.m.

RD/22/06/05

MOVED Director Fraser

SECONDED Director Heiberg

That the Regional Board authorize that a letter be forwarded to BC Hydro in support of equipment installation at Blackfoot Regional Park incidental to the Peace River Creel Survey; and further, to request that survey results be shared with the PRRD and member municipalities; and finally, that assurances be provided regarding privacy as it relates to the collection of personal information incidental to the survey.

CARRIED

Vary Agenda

RD/22/06/06

MOVED Director Goodings

SECONDED Director Hiebert

That the Regional Board vary the agenda to deal with Item 9.4 (North Peace Fall Fair - Adeline Kelly Building Issues and Options) at this time.

CARRIED

Director Bumstead

Director Bumstead returned to the meeting at 1:18 p.m.

9. REPORTS

9.4 North Peace Fall Fair – Adeline Kelly Building Issues and Options, DS-BRD-214

RD/22/06/07

MOVED Director Goodings

SECONDED Director Heiberg

That the Regional Board authorize staff to investigate further with an engineering firm, the potential to re-engineer the existing Adeline Kelly building at the North Peace Fall Fairgrounds to make it meet the BC Building Code requirements as a Public Assembly building, and determine the costs involved in that; and further, that until such time as this is determined and the necessary work completed, the existing building is not to be used for anything other than storage.

The Chair declared a recess at 1:28 p.m. to consult with the Chief Administrative Officer regarding Director Bumstead's question on further discussion concerning the liability implications to the Regional District.



9.4 North Peace Fall Fair – Adeline Kelly Building Issues and Options, DS-BRD-214 (cont'd)

The Chair reconvened the meeting and resolved to recess to a closed session to discuss Item 9.4 – North Peace Fall Fair - Adeline Kelly Building Issues and before calling the question on Resolution No. RD/22/06/07.

Recess to Closed Session

RD/22/06/08

MOVED Chair Sperling

SECONDED Director Fraser

That the Regional Board recess to a Closed Meeting for the purpose of discussing the report titled 'North Peace Fall Fair – Adeline Kelly Building Issues and Options, DS-BRD-214', under the authority of:

Agenda Item 2.1 - Security of the Property of a Municipality (CC Section 90(1)(d)) and Litigation or Potential Litigation affecting the Municipality (CC Section 90(1)(g))

CARRIED

OPPOSED: Director Goodings

The Chair recessed the meeting to a Closed Session at 1:30 p.m.

Reconvene

The Chair reconvened the regular meeting at 2:02 p.m. and resumed the discussion of options for the Adeline Kelly Building (Agenda Item 9.4)

Director Bumstead

Director Bumstead left the meeting at 2:08 pm.

In response to Director Fraser who asked for confirmation of the current status of the Adeline Kelly Building construction to an F2 standard as per the submitted plans, the PRRD Building Inspector stated that the construction of the building was not completed to the standards specified in the original engineering drawings submitted with the Building Permit showing it was intended to be constructed and used as an F2 (storage) building and not for public occupancy, and does not meet the F2 standards at this time.

9.4 North Peace Fall Fair – Adeline Kelly Building Issues and Options, DS-BRD-214 (cont'd)

The Chair called the Question on the Motion that was under consideration before the recess to a closed session:

RD/22/06/07

MOVED Director Goodings

SECONDED Director Heiberg

That the Regional Board authorize staff **to request Goodon Industries, engineer, while on site,** to investigate ~~further with an engineering firm,~~ the potential to re-engineer the existing Adeline Kelly building at the North Peace Fall Fairgrounds to make it meet the BC Building Code requirements as a Public Assembly building, and determine the costs involved in that; and further, that until such time as this is determined and the necessary work completed, the existing building is not to be used ~~for anything other than storage;~~ **and finally, that the cost for the additional investigation be considered by the Regional Board at its August 11, 2022 Regular Meeting.**

DEFEATED

CARRIED

Reconsidered and Amended at the July 14, 2022 Regional Board Meeting. See Resolution No. RD/22/07/16

Director Bumstead

Director Bumstead returned to the meeting at 2:10 p.m.

In response to the Directors question on the cost for a feasibility study/business case on the Adeline Kelly Building at the North Peace Fall Fairgrounds, the General Manager of Community Services indicated that similar studies were being conducted, and the cost could vary depending on the scope of work required starting at approximately \$15,000 for a simple business case and up to \$50,000 for a complete needs assessment and feasibility study. A further discussion arose on financial implications and which function the money would come from. The Chief Administrative Officer noted that there were options, one being the Regional Parks Function 200, stating that any financial changes would require an amendment to the budget.

RD/22/06/09

MOVED Director Goodings

SECONDED Director Smith

That the Regional Board authorize a feasibility study and business case be done to assess the feasibility (ie: demand and community need) and cost of construction of a new public assembly building on the North Peace Fall Fairgrounds that meets all BC Building Code requirements according to its intended usage; further, that upon identification of a suitable facility, that cost estimates be obtained for the construction of the identified facility.

9.4 North Peace Fall Fair – Adeline Kelly Building Issues and Options, DS-BRD-214 (cont'd)

RD/22/06/10

MOVED Director Fraser

SECONDED Alternate Director Hansen

That the Regional Board defer consideration of Resolution No. RD/22/06/09 which states:

"That the Regional Board authorize a feasibility study and business case be done to assess the feasibility (ie: demand and community need) and cost of construction of a new public assembly building on the North Peace Fall Fairgrounds that meets all BC Building Code requirements according to its intended usage; further that upon identification of a suitable facility, that cost estimates be obtained for the construction of the identified facility"

until it has been provided with a report on costs and funding options to complete the feasibility study and business case.

CARRIED

RD/22/06/11

MOVED Director Zabinsky

SECONDED Director Fraser

That the Regional Board authorize staff to investigate further with an engineering firm, the potential to upgrade the existing Adeline Kelly building at the North Peace Fall Fairgrounds to make it meet the BC Building Code requirements as an F-2 Medium Hazard Industrial building, and determine the costs involved in that; further, that until such time as this is determined, the existing building is not to be used for any purpose.

CARRIED

RD/22/06/12

MOVED Director Fraser

SECONDED Director Bumstead

That the Regional Board be provided with a report on the cost and potential implications to the Regional Board for rental of tents or other alternatives to replace the Adeline Kelly Building to assist the North Peace Fall Fair Society to host the 2022 North Peace Fall Fair.

CARRIED

RD/22/06/13

MOVED Director Bumstead

SECONDED Director Goodings

That the Regional Board authorize Bruce Christensen, North Peace Fall Fair Society President, to speak from the gallery.

CARRIED

Mr. Christensen expressed his appreciation for the investigation into using tents at the 2022 North Peace Fall Fair, his belief that the Adeline Kelly building could be upgraded frugally, and his disappointment that the building could not be used during the 2022 Fall Fair.

Mr. Christensen expressed frustration regarding the lack of communication and clarity between the North Peace Fall Fair Society, Regional District staff, and the building supplier regarding the issuance of a building permit for an F2 classified building, which does not allow for public occupancy.



- 9.4 North Peace Fall Fair – Adeline Kelly Building Issues and Options, DS-BRD-214 (cont'd)**
Chair Sperling thanked Mr. Christensen for his comments and stated that the Regional Board has an obligation to ensure public safety.

9.1 May 19, 2022 Electoral Area Directors Committee Meeting Recommendations, ADM-BRD-303

RD/22/06/14

MOVED Director Bumstead

SECONDED Director Zabinsky

That the Regional Board authorize that information regarding the PRRD Grant Writing Services be included with all correspondence from the Peace River Regional District to not-for-profit and community groups that the Peace River Regional District interacts with.

CARRIED

RD/22/06/15

MOVED Director Hiebert

SECONDED Director Heiberg

That the Regional Board authorize that a news release be issued on the Peace River Regional District Grant Writer Services program and the program's success.

CARRIED

RD/22/06/16

MOVED Director Zabinsky

SECONDED Director Hiebert

That the Regional Board authorize that information on the Grant Writer Services program be included in the Regional District Highlights publication in local newspapers.

CARRIED

9.2 May 19, 2022 Rural Budgets Administration Committee Meeting Recommendations, ADM-BRD-304

RD/22/06/17

MOVED Chair Sperling

SECONDED Director Hiebert

That the Regional Board amend the 2022 Financial Plan for Function 603 - North Peace Airport Subdivision Sewer to:

- Increase transfer from Peace River Agreement Reserve - \$700,000
- Increase Capital Expenditures - \$700,000

CARRIED

RD/22/06/18

MOVED Chair Sperling

SECONDED Director Hiebert

That the Regional Board amend the 2022 Financial Plan for Function 701 - North Peace Airport Subdivision - Water to:

- Increase transfer from Peace River Agreement Reserve - \$300,000
- Increase Capital Expenditures - \$300,000

CARRIED

Director Smith

Director Smith left the meeting at 2:30 p.m.

9.3 Waste to Energy Facility Travel Tour & the Regional Solid Waste Management Plan, ADM-BRD-305

The Region Board voted on Resolution No. RD/22/04/12, deferred from its April 21, 2022 meeting.

RD/22/04/12

MOVED Director Rose

SECONDED Director Bertrand

That the Regional Board defer any travel for the sole purpose of observing or investigating waste to energy facilities until such a time that the Provincial Ministry of Environment establishes clear guidelines for permitting of waste to energy technology and develops applicable operational guidelines for use within the Province of British Columbia.

DEFEATED

IN FAVOUR: Directors Bumstead, Courtoreille, Heiberg, Hiebert and Rose

Director Smith

Director Smith returned to the meeting at 2:33 p.m.

9.5 Non-Farm Use within ALR, Report No. 2, PRRD File No. 22-002 ALR NFU, DS-BRD-240

RD/22/06/19

MOVED Chair Sperling

SECONDED Director Hiebert

That the Regional Board support ALR Non-Farm Use application 22-002 ALR NFU (ALC ID 59064), to conduct a freight facilities use on a ± 7.6 hectare portion of the subject property identified as PID: 004-464-028, for a period of 25 years, and authorize the application to proceed to the Agricultural Land Commission (ALC), with a condition that the ALC approval be subject to registration of a restrictive covenant on title to permit the proposed use of the subject property for not more than 25 years.

CARRIED

9.6 Development Variance Permit No. 18-318, DS-BRD-241

RD/22/06/20

MOVED Chair Sperling

SECONDED Director Hiebert

That the Regional Board authorize the issuance of Development Variance Permit No. 18-318 to increase the maximum accessory building floor area from 232 m² to 373.72 m², a difference of 141.72 m², for the subject property, identified as PID: 024-899-283.

CARRIED

9.7 The Roadhouse General Store and Café – Application for Rural Licensee Retail Store, DS-BRD-244

RD/22/06/21

MOVED Director Hiebert

SECONDED Director Fraser

That the Regional Board provide a No Objection response to the BC Liquor and Cannabis Regulation Branch for the application by The Roadhouse General Store and Café for a Rural Licensee Retail Store liquor license on the basis of a liquor store being a permitted use in the General Commercial Zone and that there were no public input comments received through the public input process undertaken.

CARRIED



9.8 Permissive Tax Exemption Policy Summary, FN-BRD-152

RD/22/06/22

MOVED Director Goodings

SECONDED Director Rose

That the Regional Board receive the report titled “Permissive Tax Exemption Policy Summary – FN-BRD-152”, which provides a summary of permissive tax exemption policies in neighbouring local governments; further, that the Regional Board re-affirm that Property Tax Exemption Policy No. 0340-24 remains in place.

CARRIED

9.9 2021 Statement of Financial Information, FN-BRD-160

RD/22/06/23

MOVED Director Heiberg

SECONDED Director Smith

That the Regional Board receive the Statement of Financial Information package for 2021; further, that the Chair and Chief Financial Officer be authorized to sign the statements as presented.

CARRIED

RD/22/06/24

MOVED Director Bumstead

SECONDED Alternate Director Hansen

That the Regional Board be provided with a report which itemizes disbursements included in the Alaska Highway News expenditure of \$100,485 for the year ended December 31, 2021.

CARRIED

9.10 2021 Development Cost Charge Report, FN-BRD-161

RD/22/06/25

MOVED Director Zabinsky

SECONDED Director Hiebert

That the Regional Board receive the report titled “2021 Development Cost Charge Report – FN-BRD-161”, that presents the changes to the development cost reserve, for discussion.

CARRIED

Director Zabinsky requested clarification on the use of the Development Cost Charge reserve and was advised that funds would remain in the account until such time as future upgrades were made to sewer and infrastructure in Electoral Area C.

10. BYLAWS

10.1 Security Issuing Bylaw – City of Fort St. John, FN-BRD-162

RD/22/06/26

MOVED Director Zabinsky

SECONDED Director Hiebert

That the Regional Board give Security Issuing (City of Fort St. John) Bylaw No. 2488, 2022, which authorizes the Regional District to borrow \$161,757 on behalf of the City of Fort St. John, first three readings.

CARRIED



10.1 Security Issuing Bylaw – City of Fort St. John, FN-BRD-162 (cont'd)

RD/22/06/27

MOVED Director Zabinsky

SECONDED Director Courtoreille

That the Regional Board adopt Security Issuing (City of Fort St. John) Bylaw No. 2488, 2022.

CARRIED

10.2 Zoning Amendment Bylaw No. 2472, 2022, Consideration of Third Reading and Adoption, DS-BRD-233

RD/22/06/28

MOVED Director Goodings

SECONDED Director Fraser

That the Regional Board give Zoning Amendment Bylaw No. 2472, 2022 to rezone a ±4.8 hectare portion of the subject property identified as PID 014-665-786 from Large Agricultural Holdings (A-2) Zone to Residential 2 (R-2) Zone and Public Use (P) Zone to facilitate a future subdivision, Third Reading.

CARRIED

RD/22/06/29

MOVED Director Goodings

SECONDED Director Heiberg

That the Regional Board adopt Zoning Amendment Bylaw No. 2472, 2022.

CARRIED

10.3 Development Application Procedures, Fees and Delegation Amendment Bylaw No. 2486, 2022, DS-BRD-243 (Consideration of Three Readings and Adoption)

RD/22/06/30

MOVED Director Heiberg

SECONDED Director Rose

That the Regional Board give "Development Application Procedures, Fees and Delegation Amendment Bylaw No. 2486, 2022", which imposes an application fee for telecommunication antenna system (TAS) proposals, first three readings.

CARRIED

OPPOSED: Director Bumstead

RD/22/06/31

MOVED Director Heiberg

SECONDED Director Zabinsky

That the Regional Board adopt "Development Application Procedures, Fees and Delegation Amendment Bylaw No. 2486, 2022".

CARRIED

OPPOSED: Director Bumstead



**10.4 Subdivision and Development Servicing Bylaw No. 2474, 2022, DS-BRD-245
(Consideration of Adoption)**

RD/22/06/32

MOVED

Chair Sperling

SECONDED

Director Zabinsky

That the Regional Board adopt Subdivision and Development Servicing Bylaw No. 2474, 2022.

CARRIED

11. NEW BUSINESS

11.1 Chair Sperling - Northern Medical Programs Trust

Chair Sperling advised that Northern Medical Programs Trust was accepting submissions from elected officials interested in volunteering themselves for a 2022-2023 Member at Large position.

12. APPOINTMENTS

13. CONSENT CALENDAR

RD/22/06/33

MOVED

Director Heiberg

SECONDED

Director Hiebert

That the Regional Board receive the June 9, 2022 consent calendar.

CARRIED

14. STRATEGIC PLAN

14.1 2019-2022 Strategic Plan

The Chief Administrative Officer advised that updates to the Strategic Plan would be provided at the next Regional Board meeting.

15. NOTICE OF MOTION

16. MEDIA QUESTIONS

A member of the media requested clarification regarding Item 9.4 (North Peace Fall Fair) and was advised that the Board would be provided with a report outlining costs and funding options to conduct a feasibility study and business case for the construction of a new building at the North Peace Fall Fairgrounds.

17. RECESS TO CLOSED SESSION

17.1 Notice of Closed Session – June 9, 2022, ADM-BRD-302

RD/22/06/34

MOVED

Director Hiebert

SECONDED

Director Fraser

That the Regional Board recess to a Closed Meeting for the purpose of discussing the following items:

Agenda Item 4.1 and 6.3 - Meeting Minutes and Items for Release (CC Section 97(1)(b))

Agenda Item 6.1 – Ombudsperson Act (CC Section 90(2)(c))

Agenda Item 6.2 – Solicitor-Client Privilege (CC Section 90(1)(i))

CARRIED



Recess

The Chair recessed the meeting to a Closed Session at 3:03 p.m.

18. ADJOURNMENT

The Chair reconvened the regular meeting and adjourned at 3:20 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 June 9, 2022 in the PRRD Board Room, 1981 Alaska Avenue, Dawson Creek, BC.

Brad Sperling, Chair

Tyra Henderson, Corporate Officer