



PEACE RIVER REGIONAL DISTRICT

REGIONAL BOARD MEETING MINUTES

November 7, 2024, 10:00 a.m.
1981 Alaska Avenue, Dawson Creek, BC

Directors Present:

Chair Hiebert, Electoral Area D
Vice Chair Dober, City of Dawson Creek
Director Courtoreille, District of Chetwynd
Alternate Director Graham, Electoral Area B
Director Hansen, City of Fort St. John
Director Krakowka, District of Tumbler Ridge
Alternate Director Ponto, District of Taylor
Director Quibell, District of Hudson's Hope
Director Rose, Electoral Area E
Director Sperling, Electoral Area C
Director Veach, Village of Pouce Coupe
Director Zabinsky, City of Fort St. John

Staff Present:

Shawn Dahlen, Chief Administrative Officer
Tyra Henderson, Corporate Officer
Joanne Caldecott, Deputy Corporate Officer
Roxanne Shepherd, Chief Financial Officer
Kari Bondaroff, General Manager of Environmental Services
Kevin Clarkson, General Manager of Community Services
Ashley Murphey, General Manager of Development Services
Daris Gillis, Environmental Services Manager
Gerritt Lacey, Solid Waste Services Manager
Bryna Casey, Community Services Manager
Trevor Ouellette, IT Manager
Annette Andrews, Communications Manager
Becky Gelsthorpe, Executive Assistant
Olivia Lundahl, Electoral Area Officer
Carmen Willms, Legislative Services Clerk/Recorder

Delegation:

Jet Boat Racing Canada
Alana Bergeron, Marketing Coordinator (via Zoom)

1. ELECTION OF 2024/2025 CHAIR AND VICE-CHAIR

Before calling the Regular Board meeting to order, the Chief Administrative Officer explained that an Election was held preceding the November 7, 2024 Board meetings to appoint Board members to the positions of Chair and Vice-Chair of the Regional Board for 2024/25. He announced that Director Hiebert had been elected as Chair and Director Dober had been elected Vice-Chair and invited Director Hiebert to take the Chair.



2. CALL TO ORDER

As the newly appointed Board Chair for 2024/25 Director Hiebert took the chair and called the meeting to order at 11:09 a.m.

3. ADOPTION OF AGENDA

RD/24/11/01

MOVED Alternate Director Graham

SECONDED Director Krakowka

That the Regional Board adopt the November 7, 2024 Board Meeting Agenda:

***1. ELECTION OF 2024/2025 CHAIR AND VICE-CHAIR**

2. CALL TO ORDER

3. ADOPTION OF AGENDA

4. GALLERY COMMENTS OR QUESTIONS

5. ADOPTION OF MINUTES

*5.1 Committee of the Whole Draft Meeting Minutes for October 17, 2024

*5.2 Regional Board Draft Meeting Minutes for October 17, 2024

6. BUSINESS ARISING FROM THE MINUTES

7. DELEGATIONS

7.1 Jet Boat Racing Canada Re: 2025 World Jet Boat Championship

8. CORRESPONDENCE

8.1 Letter from Community Futures Re: Letter of Support Request (NDIT)

8.2 Letter from Community Futures Re: Letter of Support Request (REDIP)

8.3 Letter from Young Life Dawson Creek Re: Letter of Support Request

8.4 Letter from North Central Local Government Association Re: Mental Health and Addictions Accord

9. REPORTS

9.1 Members of the Legislative Assembly, DR-BRD-087

9.2 Solid Waste Committee – Recommendations from Meeting held on October 24, 2024, ENV-BRD-212

9.3 Seniors Aging in Place Support Services Contract Extension 2025-2027, FN-BRD-306

9.4 North Peace Regional Park – Feasibility Study Recommendations, CS-BRD-352

9.5 Contract Amendment – RFP 42-2021 Rolla Dike Decommissioning Design and Plan, ENV-BRD-214

9.6 Contract Award – ITT 14-2024 Charlie Lake Lift Station Repairs, ENV-BRD-213

9.7 2024 Updating Municipal Waste Hauling Agreements, ENV-BRD-211

9.8 Development Variance Permit No. 24-010, DS-BRD-438

9.9 Contract Extension – RFP 57-2023 Regional Climate Resiliency Plan, DS-BRD-436

10. BYLAWS

10.1 Emergency Management Bylaw Amendment – Removal of Maximum Requisition, ADM-BRD-545

10.2 Revenue Anticipation Borrowing Bylaw No. 2564, 2024, FN-BRD-305

11. NEW BUSINESS

12. APPOINTMENTS

12.1 2024 Board Appointments List

13. CONSENT CALENDAR

13.1 Regional Growth Strategy – Project Update, DS-BRD-437

13.2 Items Previously Release from Closed Board Meeting- October 17, 2024, ADM-BRD-540

13.3 Solid Waste Committee Draft Meeting Minutes of October 24, 2024

13.4 Chetwynd Public Library Regular Board Meeting Minutes of September 24, 2024

13.5 Letter from RCMP Dawson Creek Detachment Re: Policing Report for September 2024

13.6 Northern Health Think Tank Event

14. STRATEGIC PLAN

14.1 2023 - 2026 Strategic Plan

15. COMMUNICATIONS UPDATES

(Cont'd on next page)



15.1 Spencer Tuck Regional Park Re: Public Engagement

15.2 Days of Remembrance - Statement from the Chair

16. CHAIR'S REPORT

16.1 Chair's Report

17. NOTICE OF MOTION

18. MEDIA QUESTIONS

19. RECESS TO CLOSED SESSION

19.1 Notice of Closed Board Meeting – November 7, 2024, ADM-BRD-542

20. ADJOURNMENT

CARRIED

4. GALLERY COMMENTS OR QUESTIONS

5. ADOPTION OF MINUTES

5.1 Committee of the Whole Draft Meeting Minutes for October 17, 2024

RD/24/11/02

MOVED

Director Dober

SECONDED

Director Quibell

That the Regional Board adopt the Committee of the Whole meeting minutes of October 17, 2024.

CARRIED

5.2 Regional Board Draft Meeting Minutes for October 17, 2024

RD/24/11/03

MOVED

Director Dober

SECONDED

Director Krakowka

That the Regional Board adopt the Board meeting minutes of October 17, 2024.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES

7. DELEGATIONS

7.1 Jet Boat Racing Canada Re: 2025 World Jet Boat Championship

Alana Bergeron, Marketing Coordinator of Jet Boat Racing Canada delivered a presentation titled "2025 World Jet Boat Championship" which included the following information:

- Jet Boat Racing in Canada
- The 2025 World Jet Boat Championship
- Economic Impacts of Jet Boat Racing events

RD/24/11/04

MOVED

Director Zabinsky

SECONDED

Director Krakowka

That the Regional Board authorize that the Delegation time limit be extended.

CARRIED

- Jet Boat Racing Canada's Website

A question-and-answer period ensued and included:

- The different funding and sponsorship opportunities available. The presenter explained that Jet Boat Racing Canada had applied for the Sports & Cultural Events



7.1 Jet Boat Racing Canada Re: 2025 World Jet Boat Championship (Cont'd)

Grant, and the Sponsorship Package would be sent to the Peace River Regional District following the meeting.

The Chair thanked the Jet Boat Racing Canada Delegation for their presentation, and they left the meeting.

8. CORRESPONDENCE

8.1 Letter from Community Futures Re: Letter of Support Request (NDIT)

RD/24/11/05

MOVED Director Zabinsky

SECONDED Director Veach

That the Regional Board send a letter of support to Community Futures Peace Liard regarding their grant application to the Northern Development Initiative Trust Healthy Northern Communities Fund towards the Business Development Liaison Program.

CARRIED

Directors discussed sending letters of support after the stipulated deadline and noted that some letters of support could be sent without Board approval. Directors were advised that in this case, the Board representative of the Northern Development Initiative Trust had confirmed that the letter of support could be accepted after the deadline.

8.2 Letter from Community Futures Re: Letter of Support Request (REDIP)

RD/24/11/06

MOVED Director Zabinsky

SECONDED Director Quibell

That the Regional Board send a letter of support to Community Futures Peace Liard regarding their grant application to the Rural Economic Diversification and Infrastructure Program Fund towards the Business Development Liaison Program.

CARRIED

8.3 Letter from Young Life Dawson Creek Re: Letter of Support Request

Director Veach declared a conflict of interest being the current President of Young Life Dawson Creek and subsequently recused herself from the meeting at 11:31 a.m.

RD/24/11/07

MOVED Director Zabinsky

SECONDED Director Courtoreille

That the Regional Board send a letter of support to Young Life Dawson Creek regarding their grant applications focused on teens, youth, social services, and community groups.

Directors discussed the generality of the request and received confirmation that Young Life Dawson Creek could apply to the BC Hydro Go Fund however noted that funding was limited to \$10,000.

8.3 Letter from Young Life Dawson Creek Re: Letter of Support Request (Cont'd)

Amendment:

RD/24/11/08

MOVED Director Rose

SECONDED Director Hansen

That the Regional Board amend Motion RD/24/11/07 to stipulate that the letter of support pertain to the BC Hydro Go Fund for an amount limited to \$10,000. **CARRIED**

Directors noted that the last installment of the BC Hydro Go Fund had been released and that any groups who wished to receive grants should apply soon.

Motion as Amended:

RD/24/11/07

MOVED Director Zabinsky

SECONDED Director Courtoreille

That the Regional Board send a letter of support to Young Life Dawson Creek specifying that the support pertains to a BC Hydro Go Fund grant application for funding limited to \$10,000 for programs focused on teens, youth, social services, and community groups.

CARRIED

Director Veach returned to the meeting at 11:36 a.m.

8.4 Letter from North Central Local Government Association Re: Mental Health and Addictions Accord

RD/24/11/09

MOVED Director Zabinsky

SECONDED Director Veach

That the Regional Board receive the letter from the North Central Local Government Association regarding the Mental Health and Addictions Accord for discussion.

CARRIED

Directors discussed their support for the Mental Health and Addictions Accord and noted the opportunities created for collaboration and development of initiatives to address mental health and addictions issues in the Peace Region. They discussed the signing of the Mental Health and Addictions Accord at the upcoming Mental Health and Addictions Symposium on November 14, 2024 in Prince George, BC.

RD/24/11/10

MOVED Director Veach

SECONDED Director Krakowka

That the Regional Board endorse the Mental Health and Addictions Accord from the North Central Local Government Association and appoint Chair Hiebert as the representative available to participate in the signing ceremony at the Mental Health and Addictions Symposium on November 14, 2024, in Prince George, BC.

CARRIED



9. REPORTS

9.1 Members of the Legislative Assembly, DR-BRD-087

RD/24/11/11

MOVED Director Veach
SECONDED Director Zabinsky

That the Regional Board authorize that a letter be forwarded to Jordan Kealy to offer congratulations on his election success as the new Member of Legislative Assembly for Peace River North. **CARRIED**

RD/24/11/12

MOVED Director Veach
SECONDED Director Dober

That the Regional Board authorize that a letter be forwarded to Larry Neufeld to offer congratulations on his election success as the new Member of Legislative Assembly for Peace River South. **CARRIED**

RD/24/11/13

MOVED Director Veach
SECONDED Director Courtoreille

That the Regional Board authorize that a letter be forwarded to Dan Davies, thanking him for his service as the former Member of the Legislative Assembly of Peace River North. **CARRIED**

RD/24/11/14

MOVED Director Veach
SECONDED Director Hansen

That the Regional Board authorize that a letter be forwarded to Mike Bernier, thanking him for his service as the former Member of Legislative Assembly for Peace River South. **CARRIED**

RD/24/11/15

MOVED Director Dober
SECONDED Director Veach

That the Regional Board send a letter to the newly elected Members of Legislative Assembly for North Peace and South Peace to attend a future meeting to meet the Board. **CARRIED**

9.2 Solid Waste Committee – Recommendations from Meeting held on October 24, 2024, ENV-BRD-212

RD/24/11/16

MOVED Director Zabinsky
SECONDED Director Quibell

That the Regional Board accept the “2025 Solid Waste Department Strategic Plan”, which provides an overview of the services provided through the Solid Waste Function and the 2025 Work Plan, for implementation in 2025. **CARRIED**

9.2 Solid Waste Committee – Recommendations from Meeting held on October 24, 2024, ENV-BRD-212 (Cont'd)

RD/24/11/17

MOVED Director Zabinsky

SECONDED Director Courtoreille

That the Regional Board primarily investigate the land adjacent to the existing Chetwynd Landfill (Area B), for the suitability of an expanded landfill location and in the event that the landfill expansion be undesirable, the secondary site (Area A) located 4 km north along Don Phillips Way, past the existing landfill be further investigated.

CARRIED

RD/24/11/18

MOVED Director Zabinsky

SECONDED Alternate Director Graham

That the Regional Board approve the addition of a full-time unionized position, Environmental Services Clerk, allocated 100% to the Solid Waste Function within the 2025 Financial Plan; further, that the Regional Board give pre-budget approval for the position so that the position can be posted as soon as possible.

CARRIED

Directors noted that while the Environmental Services Clerk position had been dormant for some time, with the expansion of duties within the Solid Waste Function, it had become imperative to fill the position again.

RD/24/11/19

MOVED Director Zabinsky

SECONDED Director Krakowka

That the Regional Board approve an update to the Solid Waste Coupon Program currently consisting of four coupons valued at \$13.75 each in waived fees per residential property to twelve coupons valued at \$3.75, lowering the value of each coupon to the minimum fee charged at attended solid waste sites.

CARRIED

Directors asked questions about the pending changes to the Solid Waste Coupon Program and noted that residents would be able to use multiple coupons at one time.

9.3 Seniors Aging in Place Support Services Contract Extension 2025-2027, FN-BRD-306

RD/24/11/20

MOVED Director Rose

SECONDED Director Hansen

That the Regional Board authorize a three-year contract extension with the Dawson Creek Society for Community Living for the 'Seniors Aging in Place Support Services Program' at a cost of \$6,253,509 (excluding taxes) from January 1, 2025 to December 31, 2027, further that the Chair and Chief Administrative Officer be authorized to sign the extension on behalf of the Peace River Regional District.

Directors confirmed that the program was currently being financed through Electoral Area D and part of Electoral Area E. They discussed that this important service for seniors was a provincial responsibility, and therefore the Regional Board should continue to press upon the province of the burden these costs place on local taxpayers. Directors



9.3 Seniors Aging in Place Support Services Contract Extension 2025-2027, FN-BRD-306 (Cont'd)

noted that the function was run in a business-like manner and delivered reliable services to rural seniors. The Program kept seniors who would otherwise be sent to senior facilities in their homes thus relieving pressure on other facilities and programs. They noted that over 200 seniors were currently utilizing the program, which was expected to rise to 250 in the near future.

The Chair called the Question to the Motion.

CARRIED

9.4 North Peace Regional Park – Feasibility Study Recommendations, CS-BRD-352

RD/24/11/21

MOVED

Director Sperling

SECONDED

Alternate Director Graham

That the Regional Board defer the report titled 'North Peace Regional Park - Feasibility Study Recommendations - CS-BRD-352' to the second meeting in January 2025 when Staff has had time to update costs.

CARRIED

Directors discussed their preference in delaying decision-making on the proposed recommendations until more was known regarding costs and funding; they agreed that the Board's determinations could be made early in 2025 with the advantage of further information being available by then.

Recess

The Chair recessed the meeting for luncheon at 12:02 p.m.

Reconvene

The Chair reconvened the meeting at 1:00 p.m.

9.5 Contract Amendment – RFP 42-2021 Rolla Dike Decommissioning Design and Plan, ENV-BRD-214

RD/24/11/22

MOVED

Chair Hiebert

SECONDED

Director Courtoreille

That the Regional Board extend contract 'RFP 42-2021 Rolla Dike Decommissioning Design and Plan' with BBA Field Services for an additional one-year term from December 31, 2024, to December 31, 2025, and authorize a \$50,000 increase in the total contract value, from \$130,000 to \$180,000 to account for changes in contract scope related to increased flood modelling and decommissioning plan requirements; further, that the Chair and Chief Administrative Officer be authorized to sign the contract extension on behalf of the Peace River Regional District.

CARRIED

9.6 Contract Award – ITT 14-2024 Charlie Lake Lift Station Repairs, ENV-BRD-213

RD/24/11/23

MOVED

Director Sperling

SECONDED

Director Zabinsky



- 9.6 Contract Award – ITT 14-2024 Charlie Lake Lift Station Repairs, ENV-BRD-213 (Cont'd)**
That the Regional Board award Invitation to Tender 14-2024, “Charlie Lake Lift Station Repairs”, to Big League Utilities Ltd. at a cost of \$938,000 (excluding taxes) to utilize previously committed Area C Community Gas Works funds; further, that the Chair and Chief Administration Officer be authorized to sign the contract on behalf of the Peace River Regional District.
- CARRIED**
- 9.7 2024 Updating Municipal Waste Hauling Agreements, ENV-BRD-211**
RD/24/11/24
MOVED Director Veach
SECONDED Alternate Director Ponto
That the Regional Board approve the Waste Haulage Payment Agreement with the District of Taylor for a three-year term, starting January 1, 2025, and expiring December 31, 2027, at an estimated total cost of \$28,917.
- CARRIED**
- RD/24/11/25
MOVED Director Veach
SECONDED Director Courtoreille
That the Regional Board approve the Waste Haulage Payment Agreement with the Village of Pouce Coupe for a three-year term, starting January 1, 2025, and expiring December 31, 2027, at an estimated total cost of \$48,885.
- CARRIED**
- 9.8 Development Variance Permit No. 24-010, DS-BRD-438**
RD/24/11/26
MOVED Director Sperling
SECONDED Director Rose
That the Regional Board authorize the issuance of Development Variance Permit No. 24-010, to vary the parcel line setbacks for the property identified as PID 012-626-210 as follows:
a) Reduce the interior parcel line setback from 3.0 m to 2.75 m; and
b) Reduce the rear parcel line setback from 5.0 m to 2.5m
to allow a standard size manufactured home to be placed on the property.
- CARRIED**
- 9.9 Contract Extension – RFP 57-2023 Regional Climate Resiliency Plan, DS-BRD-436**
RD/24/11/27
MOVED Director Veach
SECONDED Director Hansen
That the Regional Board extend the Regional Climate Resiliency Plan Contract RFP 57-2023 with Pinna Sustainability Inc. for an additional year from February 1, 2025 to February 1, 2026, at no additional cost, in order to complete the project; further, that the Chair and Chief Administrative Officer be authorized to sign the contract extension on behalf of the Peace River Regional District.
- CARRIED**



9.9 Contract Extension – RFP 57-2023 Regional Climate Resiliency Plan, DS-BRD-436 (Cont'd)

Directors confirmed that there were no maintenance costs associated with keeping the Regional Climate Resiliency Plan current. It would be added to the list of documents to review and update, which would occur as actions were implemented through the plan.

10. BYLAWS

10.1 Emergency Management Bylaw Amendment – Removal of Maximum Requisition, ADM-BRD-545

RD/24/11/28

MOVED Director Zabinsky

SECONDED Alternate Director Ponto

That the Regional Board give Emergency and Disaster Management Service Establishment Amendment Bylaw No. 2563, 2024, which removes the maximum requisition permissible for the service from the bylaw, first three readings.

Directors discussed the possibility of adding a cap to the Emergency Management Bylaw Amendment. They noted that the provincial government had stated that they would fund the *Emergency and Disaster Act* Regulations, however funds are yet to be made available. Directors confirmed that the Emergency Management Bylaw Amendment was created primarily to facilitate the two new Emergency Management positions approved by the Regional Board in 2024 which had been funded by grants until now. Directors noted that the Province should be made aware of the burden this places on taxpayers due to increased costs associated with the recent legislation. As Directors asked further questions, they noted that the topic of discussion related to labor relations which required that discussions be continued in a Closed Regional Board Meeting.

RD/24/11/29

MOVED Director Zabinsky

SECONDED Director Veach

That the Regional Board defer consideration of Resolution No. RD/24/11/28 until after the November 7, 2024 Closed Board Meeting. **CARRIED**

10.2 Revenue Anticipation Borrowing Bylaw No. 2564, 2024, FN-BRD-305

RD/24/11/30

MOVED Director Rose

SECONDED Director Hansen

That the Regional Board give Revenue Anticipation Borrowing Bylaw No. 2564, 2024, which provides the Regional District the authority to borrow funds prior to receipt of taxation revenue for the 2025 year, first, second, and third readings. **CARRIED**

RD/24/11/31

MOVED Director Rose

SECONDED Director Veach

That the Regional Board adopt Revenue Anticipation Borrowing Bylaw No. 2564, 2024. **CARRIED**



11. NEW BUSINESS

12. APPOINTMENTS

12.1 2024 Board Appointments List

13. CONSENT CALENDAR

RD/24/11/32

MOVED Director Quibell

SECONDED Director Veach

That the Regional Board receive the November 7, 2024 Consent Calendar.

CARRIED

14. STRATEGIC PLAN

14.1 2023 - 2026 Strategic Plan

The 2023-2026 Strategic Plan was included for the Regional Board's information.

15. COMMUNICATIONS UPDATES

15.1 Spencer Tuck Regional Park Re: Public Engagement

15.2 Days of Remembrance - Statement from the Chair

The Chair read aloud a Statement regarding Remembrance Day and National Indigenous Veterans Day.

16. CHAIR'S REPORT

16.1 Chair's Report

Director Sperling provided updates to the Regional Board regarding meetings that he had attended as Chair during October 2024.

17. NOTICE OF MOTION

18. MEDIA QUESTIONS

19. RECESS TO CLOSED SESSION

19.1 Notice of Closed Board Meeting – November 7, 2024, ADM-BRD-542

RD/24/11/33

MOVED Chair Hiebert

SECONDED Director Veach

That the Regional Board recess to a Closed Meeting at 1:25 p.m. for the purpose of discussing the following items:

Agenda Item	Description	Authority
3.1	Minutes	CC Section 97(1)(b) Closed Minutes, Access to Records
5.1	Proposed Service	CC 90(1)(j)(k) Information that is prohibited, Negotiations
6.1	Labour	CC Section 90(1)(c) Labour relations
7.1	Land	CC Section 90(1)(e) Acquisition, disposition or expropriation of land or improvements.

CARRIED



Reconvene

The Chair reconvened the open meeting at 3:24 p.m.

Vary Agenda

The Chair varied the agenda to return to Item 10.1 – Emergency Management Bylaw Amendment to vote on Motion No. RD/24/11/28.

10. BYLAWS

10.1 Emergency Management Bylaw Amendment – Removal of Maximum Requisition, ADM-BRD-545

RD/24/11/28

MOVED

Director Zabinsky

SECONDED

Alternate Director Ponto

That the Regional Board give Emergency and Disaster Management Service Establishment Amendment Bylaw No. 2563, 2024, which removes the maximum requisition permissible for the service from the bylaw, first three readings.

DEFEATED

IN FAVOUR: Director Krakowka

RD/24/11/34

MOVED

Director Veach

SECONDED

Director Quibell

That the Regional Board authorize staff to bring back an Emergency and Disaster Management Service Establishment Amendment Bylaw with a cap of \$625,000 to the November 21, 2024 Board meeting.

CARRIED

OPPOSED: Director Rose

20. ADJOURNMENT

The Chair adjourned the meeting at 3:29 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 7, 2024 in the PRRD Board Room, 1981 Alaska Avenue, Dawson Creek, BC.

Leonard Hiebert, Chair

Tyra Henderson, Corporate Officer