



PEACE RIVER REGIONAL DISTRICT

EMERGENCY EXECUTIVE COMMITTEE MEETING MINUTES

June 18, 2025, 1:00 p.m.
1981 Alaska Avenue, Dawson Creek, BC

Directors Present: Chair Hiebert, Electoral Area D
Alternate Director Wiebe, Electoral Area B
Director Sperling, Electoral Area C
Director Rose, Electoral Area E
Director Hansen, City of Fort St. John (via Zoom)
Alternate Director Parslow, City of Dawson Creek

Directors Absent: Vice-Chair Dober, City of Dawson Creek
Director Graham, Electoral Area B

Staff Present: Tyra Henderson, Corporate Officer
Joanne Caldecott, Deputy Corporate Officer
Roxanne Shepherd, Chief Financial Officer
Ryan Kirkham, Protective Services Manager
Jenna Shaw, Emergency Management Officer
Gina Saunders, Emergency Management Coordinator
Kyla Traichevich, Community Services Clerk/Recorder

- 1. CALL TO ORDER**
The Chair called the meeting to order at 1:03 p.m.
- 2. ADOPTION OF AGENDA**
MOVED Director Rose
SECONDED Director Sperling
That the Emergency Executive Committee adopt the June 18, 2025 agenda:
 - 1. CALL TO ORDER**
 - 2. ADOPTION OF AGENDA**
 - 3. GALLERY COMMENTS OR QUESTIONS**
 - 4. ADOPTION OF MINUTES**
 - 4.1 Emergency Executive Committee Draft Meeting Minutes of January 22, 2025
 - 5. BUSINESS ARISING FROM THE MINUTES**
 - 6. DELEGATIONS**
 - 7. CORRESPONDENCE**
 - 7.1 May 15, 2025 Snow Survey and Water Supply Bulletin
 - 8. REPORTS**
 - 8.1 2025 Search and Rescue Grant Application Review, FN-EEC-007
 - 9. NEW BUSINESS**
 - 10. CONSENT CALENDAR**
 - 10.1 Emergency Executive Committee Terms of Reference

(Cont'd on next page)



11. DIARY

12. ADJOURNMENT

CARRIED

3. GALLERY COMMENTS OR QUESTIONS

4. ADOPTION OF MINUTES

4.1 Emergency Executive Committee Draft Meeting Minutes of January 22, 2025

MOVED Director Sperling

SECONDED Director Rose

That the Emergency Executive Committee adopt the meeting minutes of January 22, 2025.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

6. DELEGATIONS

7. CORRESPONDENCE

7.1 Snow Survey and Water Supply Bulletin - May 15, 2025

MOVED Charlie Parslow

SECONDED Director Sperling

That the Emergency Executive Committee receive the correspondence titled "Snow Survey and Water Bulletin - May 15, 2025", for information.

CARRIED

Jenna Shaw, Emergency Management Officer, and Gina Saunders, Emergency Management Coordinator, left the meeting at 1:08 p.m.

8. REPORTS

8.1 2025 Search and Rescue Grant Application Review, FN-EEC-007

MOVED Director Sperling

SECONDED Charlie Parslow

That the Emergency Executive Committee review the 2025 Search and Rescue Grant applications to determine which applicants and the total amount per applicant should be recommended to the Regional Board for approval.

Amendment:

MOVED Director Rose

SECONDED Director Sperling

That the motion be amended to remove the words "which applicants and the total amount per applicant should be recommend to the Regional Board for approval" and replace with the words "what applicants are to be invited to the allocation meeting".

CARRIED

Motion as Amended:

MOVED Director Rose

SECONDED Director Sperling

That the Emergency Executive Committee review the 2025 Search and Rescue Grant applications to determine what applicants are to be invited to the allocation meeting.

CARRIED



8.1 2025 Search and Rescue Grant Application Review, FN-EEC-007

MOVED Charlie Parslow

ECONDED Director Rose

That the Emergency Executive Committee appoint one Committee member to Chair the 2025 Search and Rescue Grant Allocation meeting scheduled for June 25, 2025, at 7:00 p.m. at the Peace River Regional District Board Room.

Amendment:

MOVED Director Rose

SECONDED Director Sperling

That the motion be amended to replace the words “one Committee member” with “Chair Hiebert”.

CARRIED

Motion as Amended:

MOVED Director Rose

SECONDED Director Sperling

That the Emergency Executive Committee appoint Chair Hiebert to Chair the 2025 Search and Rescue Grant Allocation meeting scheduled for June 25, 2025, at 7:00 p.m. at the Peace River Regional District Board Room.

CARRIED

MOVED Director Rose

SECONDED Charlie Parslow

That the Emergency Executive Committee authorize Tumbler Ridge Search and Rescue to use the unspent funds of \$2,272.17 from their 2024 Search and Rescue grant allocation to support operational costs related to communications and mapping subscriptions in 2025.

CARRIED

MOVED Director Rose

SECONDED Director Sperling

That the Emergency Executive Committee invite the three Search and Rescue groups (South Peace Emergency Response Team, North Peace Search and Rescue Society, Tumbler Ridge Search and Rescue Society) who submitted grant applications for 2025, to the Search and Rescue Grant Allocation meeting on June 25, 2025 at 7:00 p.m. at the Peace River Regional District Board Room.

CARRIED

9. NEW BUSINESS

10. CONSENT CALENDAR

10.1 Emergency Executive Committee Terms of Reference

11. DIARY

12. ADJOURNMENT

The Chair adjourned the Emergency Executive Committee meeting at 1:18 p.m.



CERTIFIED a true and correct copy of the Minutes of the Peace River Regional District Emergency Executive Committee meeting held on June 18, 2025, in the PRRD Board Room, 1981 Alaska Avenue, Dawson Creek, BC.

Leonard Hiebert, Chair

Kyla Traichevich, Community Services
Clerk/Recorder

DRAFT