



PEACE RIVER REGIONAL DISTRICT

ELECTORAL AREA DIRECTORS COMMITTEE MEETING MINUTES

THURSDAY, JANUARY 21, 2021

LOCATION Peace River Regional District Office, Dawson Creek, BC

ATTENDANCE

Directors

Director Goodings, Electoral Area 'B' (*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
Paulo Eichelberger, GM of Environmental Services
Trish Morgan, GM of Community Services
Jeff McDonald, Communications Manager (*Zoom*)
Kari Bondaroff, Environmental Services Manager
David Sturgeon, Protective Services Manager
Jack Irving-Peckham, South Peace Land Use Planner
Erin Price, Bylaw Enforcement Officer
Hunter Rainwater, Recorder

Delegations

7.1 TELUS Communications Inc.

1. CALL TO ORDER The Chair called the meeting to order at 10:03 a.m.

2. DIRECTORS' NOTICE OF NEW BUSINESS

Director Hiebert NCLGA

3. ADOPTION OF AGENDA

3.1 Adoption of Agenda MOVED Director Hiebert, SECONDED Director Sperling,
That the Electoral Area Directors Committee adopt the January 21, 2021 Meeting
Agenda:

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

(Continued on next page)



Adoption of Agenda
(Continued)

5.1. Electoral Area Directors Committee Draft Meeting Minutes of December 17, 2020

6. Business Arising from the Minutes

7. Delegations

7.1. TELUS Communications Inc.

8. Correspondence

9. Reports

9.1. Subdivision and Development Servicing Bylaw Project Overview, DS-BRD-101

9.2. Bylaw Enforcement File Oct.-Dec. 2020 Quarterly Update, DS-EADC-009

9.3. Request for Proposal 42-2020 Grant Writer Services Award, ADM-EDAC-028

9.4. Hydrant Repair and Maintenance Contract Award, ENV-EADC-009

9.5. Investigation of Rural Addressing Options for the PRRD, CS-EADC-005

10. Discussion Item(s)

10.1. Interprovincial Meeting – Agenda Items

10.2. Potable Water Feasibility Study in Charlie Lake

11. New Business

11.1. NCLGA

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
Dec. 17/20 EADC Minutes MOVED Director Sperling, SECONDED Director Hiebert,
That the Electoral Area Directors Committee adopt the December 17, 2020 Meeting Minutes.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES

7. DELEGATIONS

7.1
TELUS Communications
Inc. Deferred to a future EADC meeting

8. CORRESPONDENCE

9. REPORTS

9.1
Subdivision and
Development Servicing
Bylaw Project Overview,
DS-BRD-101 MOVED Director Hiebert SECONDED Director Goodings,
That the Electoral Area Directors Committee receive the report titled “Subdivision and Development Servicing Bylaw Project Overview, DS-BRD-101”, which intends to provide an overview of the project to develop Subdivision and Development Servicing Bylaw, for discussion.

CARRIED



- 9.1
Subdivision and
Development Servicing
Bylaw Project Overview,
DS-BRD-101
(continued)
- MOVED Director Sperling, SECONDED Director Hiebert,
That the Electoral Area Directors Committee refer the report titled “Subdivision and Development Servicing Bylaw Project Overview, DS-BRD-101”, to a future EADC meeting to review the draft bylaw in order to make any possible changes before it goes back to the Regional Board.
- CARRIED**
- MOVED Director Goodings, SECONDED Director Sperling,
That the Electoral Area Directors Committee authorize staff to bring forward existing bylaws and policies that pertain to subdivision and development to a future EADC meeting.
- CARRIED**
- 9.2
Bylaw Enforcement File
Oct.-Dec. 2020 Quarterly
Update, DS-EADC-009
- MOVED Director Sperling, SECONDED Director Hiebert,
That the Electoral Area Directors Committee receive the report titled “Bylaw Enforcement File Oct.-Dec. 2020 Quarterly Update, DS-EADC-009”, for discussion.
- CARRIED**
- Recess
Reconvene
- The Chair recessed the meeting at 10:53 am.
The Chair reconvened the meeting at 11:02 am.
- 9.3
Request For Proposal 42-
2020 Grant Writer
Services Award, ADM-
EADC-028
- MOVED Director Sperling, SECONDED Director Hiebert,
That the Electoral Area Directors Committee receive the report titled “Request For Proposal 42-2020 Grant Writer Services Award, ADM-EADC-028” for discussion.
- CARRIED**
- MOVED Director Sperling, SECONDED Director Hiebert,
That the Electoral Area Directors Committee recommend that the Regional Board award Request for Proposal 42-2020 ‘Grant Writer Services’ to Clear Course Consulting Limited for grant writing services at a cost of \$85,050 (excluding taxes) for a twelve month term; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.
- CARRIED**
OPPOSED: Director Goodings
- 9.4
Hydrant Repair and
Maintenance Contract
Award, ENV-EADC-009
- MOVED Director Sperling, SECONDED Director Hiebert,
That the Electoral Area Directors Committee recommend that the Regional Board award RFQ 36-2020 ‘Fire Hydrant Repair and Maintenance,’ to Celtic Construction Ltd. for semi-annual servicing of fire hydrants within the North Peace Airport Subdivision, for an amount not to exceed \$55,000 (excluding taxes) for a 2-year term, with an option to renew for 1 additional year; further, that the Chair and Chief Administrative Officer be authorized to sign the contract on behalf of the Regional District.
- CARRIED**
- 9.5
Investigation of Rural
Addressing Options for
the PRRD, CS-EADC-005
- MOVED Director Hiebert, SECONDED Director Sperling,
That the Electoral Area Directors Committee receive the report titled “Investigation of Rural Addressing Options for the PRRD, CS-EADC-005” for discussion.
- CARRIED**



9.5
Investigation of Rural
Addressing Options for
the PRRD, CS-EADC-005
(continued)

MOVED Director Sperling, SECONDED Director Hiebert,
That the Electoral Area Directors Committee recommend that the Regional Board
authorize a cost benefit analysis to be conducted to examine and compare options
associated with mandatory addressing and signage within those areas that are in
an established fire protection boundary; further, that the report be provided to a
future Electoral Area Directors Committee.

CARRIED

10. DISCUSSION ITEM(s)

10.1
Interprovincial Meeting –
Agenda Items

MOVED Director Sperling, SECONDED Director Goodings,
That the Electoral Area Directors Committee recommend that the Regional Board
postpone the April 21, 2021 Interprovincial Meeting until the fall of 2021 to allow
the meeting to be potentially held in person.

CARRIED

10.2
Potable Water Feasibility
Study in Charlie Lake

MOVED Director Sperling, SECONDED Director Hiebert,
That the Electoral Area Directors Committee defer the Potable Water Feasibility
Study in Charlie Lake to a future Electoral Area Directors Committee Meeting.

CARRIED

11. NEW BUSINESS

11.1
NCLGA

Director Hiebert will be attending an NCLGA Board meeting and wanted to know
if there was anything specific to the Rural Directors that anyone would like for him
to bring forward. Director Sperling would like the Regional board's resolution for
the extension of fire apparatus to be brought up again. Director Goodings would
like connectivity to be brought forward as well. Director Hiebert will also bring
forward doctor's retention.

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

14.1

The Chair adjourned the Meeting at 11:55 am.

CARRIED