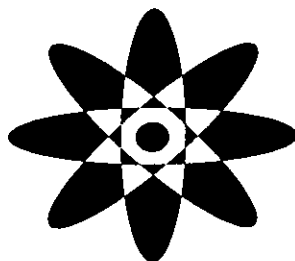


PEACE RIVER REGIONAL DISTRICT

ADDITIONS TO THE AGENDA

June 12, 2008



PEACE RIVER REGIONAL DISTRICT

ADDITIONS TO THE AGENDA

for the June 12, 2008 Board Meeting

REPORTS:

- R-12 June 10, 2008 report from Kim Frech, Chief Financial Officer regarding the Chetwynd Rec Complex Purchasing Policy and Approval Process.

PEACE RIVER REGIONAL DISTRICT

Report

To: Chair and Directors of the Peace River Regional District
From: Kim Frech, Chief Financial Officer
Date: 10 June 2008
Re: Chetwynd Complex (Expansion Project) -
Purchasing Policy & Approval Process

RECOMMENDATION

That the Board of the Peace River Regional District adopt the Chetwynd Complex Purchasing Policy & Approval Process dated 10 June 2008.

BACKGROUND

The Chetwynd Complex Building Committee met on 10 June 2008 to discuss the project status. Due to this being a Regional District facility operated by the District of Chetwynd, the Building Committee directed staff to prepare a Purchasing Policy & Approval Process that will be applicable to this project only.

This purchasing policy has been prepared using a combination of both the Regional District's and Chetwynd's policies to meet the needs of the project.

Purchasing Policy & Approval Process

Chetwynd Recreation Complex

10 June 2008

AUTHORITY

The Board of the Peace River Regional District delegates purchasing authority for the Chetwynd Recreation Complex (referred to as the "Complex") to the Civic Properties Commission Building Committee (referred to as the "Building Committee").

PURCHASING POLICY

1. GENERAL

- 1) These represent the minimum purchasing requirements. The policy does not prevent the minimum standards to be exceeded.
- 2) Where the Building Committee deems it an emergency, it reserves the right to waive the policy.
- 3) Tendered or quoted amounts must be the same or lower than the budgeted amount.
- 4) All purchases are to be by Purchase Order only for project record keeping purposes.

2. PURCHASING LIMITS and APPROVALS

- 1) The Construction Manager is authorized to approve purchase orders for budgeted goods and services for the Complex as follows:
 - a) up to \$1,000 (catalogue price, or verbal quote - recorded on copy of purchase order)
 - b) from \$1,001 to \$10,000 (at least two written or verbal quotes recorded on copy of purchase order)
- 2) The Building Committee shall approve goods and services for the Complex as follows:
 - a) from \$10,001 - \$50,000 (invitation to tender);
 - b) over \$50,000 (publicly advertised tender).

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Chetwynd Recreation Complex - Purchasing Policy & Approval Process

TENDERING POLICY - PROJECTS

1. TENDERS, verbal or written must clearly convey to the suppliers that:

- a) all tendered prices must be net of PST;
- b) all tendered prices are FOB Chetwynd Recreation Complex;
- c) the Building Committee will not necessarily accept the lowest or any bid and may accept or reject bid irregularities;
- d) bid deposits or surety shall be prescribed on purchase notices inviting bids;
- e) the Building Committee may require a performance bond before entering a bid-based contract, and in such amounts as shall be found necessary to protect the best interests of the Complex;
- f) the Building Committee has a local supplier preference policy as detailed in Purchasing Policy; and
- g) the Building Committee reserves the full right, in its sole discretion and according to its own judgement of its best interest to:
 - i. reject any or all tenders,
 - ii. waive any defect or deficiency in a tender which does not materially affect the tender of the Tender Price,
 - iii. accept any tender, including an Alternative Tender,
 - iv. accept the Tender which is deemed most advantageous to the Building Committee. the lowest or any Tender will not necessarily be accepted.
- h) in no event shall the Building Committee be liable for a tenderer's cost of preparing a tender.

2. RECEIVING OF TENDERS

- a) All tender envelopes shall be stamped or handwritten with the time of receipt (date, hour and minutes).
- b) A list of tenders received shall be kept and remain confidential till the tender opening.
- c) Tenders must be kept in a secure place.
- d) Tenders submitted via facsimile machine or via email are not acceptable unless such is expressly permitted in the tender call.
- e) Revision to the tenders are attached to the relevant submission and must only show an increase or reduction.
- f) The Construction Manager should attempt to notify bidders of any obvious irregularities in the receipt of the tender, prior to tender opening.
- g) The number of tenders submitted is confidential information and shall not be disclosed until the tender opening commences.

3. OPENING OF TENDERS

- a) Tender opening shall at all times be formal, correct and a well documented record made.
- b) A tender opening record shall list the names of the bidders, the amount of the bids, the revised prices (if any) and the total of each bid.

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Chetwynd Recreation Complex - Purchasing Policy & Approval Process

- c) Names and signatures of at least two Building Committee members present must be attached to the tender opening record.
- d) All pertinent data/information must be noted, including the names of all people in attendance and their affiliations.
- e) The Construction Manager staff shall ensure that they adhere to the correct opening time to ensure that tenders are not opened prematurely.
- f) Each tender is to be received in the form prescribed.
- g) All tenders submitted late shall be returned to the sender unopened with tender envelope marked "Late Tender/Unopened".
- h) Under no circumstances is the Construction Manager to give an indication of who the successful bidder is until where applicable, the Building Committee has made a decision.

4. AWARDING OF TENDERS

Tenders shall be referred to the Building Committee for authorization.

5. POST TENDER NEGOTIATIONS

The Building Committee may negotiate changes to the tender with the lowest qualified bidder only in compliance with the following:

- a) negotiations shall be with the lower bidder only
- b) all successful bidders shall be advised as to the disposition of their written quotes or bids
- c) the scope of work as detailed in the tender call does not change

6. GIFTS AND GRATUITIES

Peace River Regional District employees, District of Chetwynd employees, Construction Manager and Building Committee members are expressly prohibited from soliciting or accepting any rebate, gift or gratuity (excepting minor mementos of no value) from any person or firm to which any contract or purchase order may be awarded.

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PEACE RIVER REGIONAL DISTRICT

CONSENT CALENDAR

Items to be received for information.

June 12, 2008

PEACE RIVER REGIONAL DISTRICT

CONSENT CALENDAR

for the June 12, 2008 Board Meeting

MINUTES:

- MA-1 Electoral Area Directors' Committee Meeting Minutes of May 15, 2008.
- MA-2 Rural Budgets Administration Committee Meeting Minutes of May 15, 2008.
- MA-3 Solid Waste Committee Meeting Minutes of May 23, 2008.
- MA-4 North Peace Fringe Area - OCP Technical Advisory Committee Meeting Notes of April 9, 2008.
- MA-5 North Peace Fringe Area - OCP Technical Advisory Committee Meeting Notes of April 14, 2008.
- MA-6 North Peace Fringe Area OCP Technical Advisory Committee Meeting Notes of May 21, 2008
- MA-7 North Peace Fringe Area - OCP 2nd Draft Advisory Committee Meeting Minutes of April 15, 2008.
- MA-8 North Peace Fringe Area - OCP 2nd Draft Advisory Committee Meeting No. 2 Minutes of May 6, 2008.
- MA-9 North Peace Fringe Area - OCP 2nd Draft Advisory Committee Meeting No. 3 Minutes of May 21, 2008.

CORRESPONDENCE:

- CA-1 May 20, 2008 letter from Sue Clark, Program Officer, Local Government Program Services regarding approval of the 2008 West Nile Virus Risk Reduction Funding.
- CA-2 May 20, 2008 letter from Robin Junger, Deputy Minister of Environment regarding the Environmental Assessment for the Babkirk Secure Landfill Project.
- CA-3 May 21, 2008 letter from Robin Junger, Deputy Minister of Environment regarding the Environmental Assessment for the Peejay Secure Landfill Project.
- CA-4 May 30, 2008 letter from the Honourable Ida Chong, Minister of Community Services regarding the 2008/09 Regional District Basic Grant.
- CA-5 June 5, 2008 response from Dave Conway, Community Relations Manager, Site C Project, regarding working cooperatively to prevent the spread of invasive plants.
- CA-6 June 10, 2008 Notes from the desk of the Honourable Rich Thorpe, Minister of Small Business and Revenue regarding regulatory reform.



PEACE RIVER REGIONAL DISTRICT
ELECTORAL AREA DIRECTORS' COMMITTEE
MEETING MINUTES

MA 1

DATE: May 15, 2008

TIME: 12:20 p.m.

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: **Directors:**
Director Karen Goodings, Electoral Area 'B' and Meeting Chair
Director Larry Houley, Electoral Area 'C'
Director Wayne Hiebert, Electoral Area 'D'
Director Tim Caton, Electoral Area 'E'

Guests:
Tim Stone, Councillor, Saddle Hills County (via telephone)

Staff:
Fred Banham, Chief Administrative Officer
Kim Frech, Chief Financial Officer
Ron Storie, Manager of Community Services
Bruce Simard, General Manager of Development Services
Diana Mitchell, Executive Secretary
Barb Coburn, Recording Secretary

1) Call to Order Chair Goodings called the meeting to order at 12:20 p.m.

NEW BUSINESS:

2) NB-1
Re: Highspeed Internet Service to the Peace Region

Chair Goodings placed a telephone call to Mr. Tim Stone, Councillor of Saddle Hills County, who lives in Silver Valley, Alberta to discuss the highspeed internet that is available to the residents of that area by a private provider.

Mr. Stone advised that AB North is the provider of highspeed internet service to the municipalities and rural areas north and west of Grande Prairie. They have a two-hundred-fifty foot tower in Grimshaw that broadcasts a signal to seventy-five foot auxiliary towers located in Rycroft, Moonshine (near the Blueberry store) and Silver Valley, using Motorola equipment. The company is expected to place another tower in Bonanza that should provide service west to the Alberta/BC border to reach residents in Baytree and perhaps as far west at Rolla. The seventy-five foot towers use solar power to operate, taking up a minimal amount of space and therefore does not interfere with farming activities.

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MA-1

NEW BUSINESS (CONTINUED):

- 2) NB-1 (continued) Mr. Stone advised that Saddle Hills County had put out a Request for Proposal for companies to supply internet service to remote areas of the county, but the quotes that were submitted were quite high. AB North took it upon themselves to establish the service and provide it to the residents of northwestern Alberta.

The Directors thanked Mr. Stone for taking the time to talk with them.

- 3) Adjourn to the Call of the Chair **MOVED** by Director Houley, **SECONDED** by Director Hiebert, that the meeting adjourn to the call of the Chair.

CARRIED.

The Meeting adjourned at 1 p.m.

- 4) Recall to Order The Chair recalled the meeting to order at 3 p.m.

ADOPTION OF AGENDA

- 5) May 15, 2008 Agenda **MOVED** by Director Hiebert, **SECONDED** by Director Houley, that the Electoral Area Directors' Committee agenda for the May 15, 2008 meeting including additional items for the agenda, be adopted as amended:

Call to Order: Director Goodings to Chair the meeting
Adoption of Agenda:

Minutes:

M-1 Electoral Area Directors' Committee Meeting Minutes of April 16, 2007

Business Arising from the Minutes:

Delegations:

Correspondence:

Reports:

R-1 April 10, 2008 Report from Fred Banham, Chief Administrative Officer regarding Rural Sewerage Systems Study

New Business:

NB-1 Towers - Highspeed Internet

NB-2 Rural Matters!

NB-3 Custodians of the Peace Update

NB-4 Northeast Energy and Mines Advisory Committee (NEEMAC)

Diary:

Adjournment:

CARRIED

MINUTES

- 6) M-1 re: EADC Meeting minutes of Apr 16/07 **MOVED** by Director Hiebert, **SECONDED** by Director Caton, that the Electoral Area Directors' Committee Meeting Minutes of April 16, 2008 be adopted.

CARRIED.

REPORTS:

MA-1

7) R-1
re: Rural Sewer
Systems Study

Mr. Banham explained that the concept of a rural sewer system study is to get a standard from the health authority in order to provide some assistance to developers and residents that could assist in the decision-making process when planning a subdivision or building a single-family residence on smaller acreages. It was noted that the regulations of today seem to promote urban sprawl. The restrictions on lots smaller than four acres appear to be basically prohibitive.

The Directors discussed the responsibility of the sewer systems being that of Northern Health but that the Regional District has the responsibility of efficiently managing the land. It was stated that it would be a valuable asset to prospective builders to have a resource that could be referred to as plans are being developed for new subdivisions rather than have the developers put plans together to submit with an application to the Regional District and then to find out that Northern Health requires amendments to the plans to meet the health regulations for the proposed sewerage systems.

MOVED by Director Houley, SECONDED by Director Hiebert, that the Electoral Area Directors' Committee recommend to the Regional Board that a Request for Proposal be advertised to:

- a) identify opportunities and barriers for compact development related to rural sewerage disposal challenges in the Peace region;
- b) research alternative on-site sewerage treatment and disposal options for rural lot development that will enable approval of Type II and Type III sewerage systems on lots less than four acres in the Peace region;
- c) work with Northern Health to interpret the regulations and determine acceptable sewerage treatment systems for the various lot sizes; and
- d) produce a publication for developers to use as a resource in creating new, small-lot subdivisions.

CARRIED.

NEW Business (CONTINUED):

8) NB-1 (continued)

The Directors discussed the internet service options available to the Region and the fact that the majority of the rural residents able to get service, through either The Peace Region Internet Society (PRIS) or Telus, is mostly a dial-up service. Although it is internet service, it is not productive as it is very slow and reception is continually being interrupted. PRIS does provide some highspeed, wireless coverage to residents in the Dawson Creek vicinity but that rural coverage is very limited as it also involves line-of-sight reception from their towers on Bear Mountain.

They also discussed an interest in investigating what options are available for AB North.com to expand their services to reach residents in the BC Peace Region.

NEW BUSINESS (CONTINUED):

MA-1

- 8) NB-1 (continued) **MOVED** by Director Houley, **SECONDED** by Director Hiebert, that the owners of AB North.com and members of the Peace Region Internet Society be invited to future Electoral Area Directors' Committee meetings to discuss the services those companies provide and the options of expanding highspeed services to the remote areas of the Region.
- CARRIED.**
- 9) NB-2
re: Rural Matters! Chair Goodings introduced the subject of an upcoming conference "Rural Matters! Forging Healthy Canadian Communities" which is to be held on July 5 to 8, 2008 in Edmonton, Alberta at the Shaw Conference Centre. She advised that the merits of the conference were discussed during the Interprovincial meeting held recently in Bonanza. Councillors who had the opportunity to attend Rural Matters! workshops in the past suggested that the Directors of the Peace River Regional District might find the various sessions to have valuable information pertinent to their business.
- CARRIED.**
- 10) NB-3
re: Custodians of the
Peace Update Chair Goodings distributed copies of an email correspondence she had received from Gwen Johansson regarding upcoming meetings. There is a Custodians of the Peace Country Society meeting to be held on May 20, 2008 at 7 p.m. in Hudson's Hope. Although the agenda has not been finalized, it is expected that surface lease agreement negotiations, new agreements with the Oil and Gas Commission and the Mediation / Arbitration Board will be discussed. Mr. Mike Dawson, Chairman of the Canadian Society for Unconventional Gas will be a guest speaker.
- Mrs. Johansson also advised that there will be three Ground Water Presentations by Dr. Gilles Wendling, a hydro-geologist from Nanaimo. The presentations will cover groundwater and aquifers; groundwater and surface water interactions, oil and gas water; and an overview of a study he recently completed on water in the Klappen plateau area in northwestern BC where Shell is planning to drill several CBM test holes in the headwaters of the Skeena and Stikine rivers. The presentations are sponsored by the relevant municipal councils.
- There will be a presentation at the Cultural Center in Fort St. John the evening of May 20, 2008, at the Hudson's Hope Community Hall on May 21, 2008 at 7 p.m. and in Tumbler Ridge, on May 22, 2008 in the evening. He will also be meeting with the Fort St. John, Hudson's Hope and Tumbler Ridge councils.

NEW BUSINESS (CONTINUED):

MA-1

- 11) NB-4 re: Northeast Energy and Mines Advisory Committee
As part of the Northeast Energy and Mines Advisory Committee (NEEMAC) meetings on May 23, 2008 there will be Oil and Gas Commission workshops at the Super 8 Motel in Fort St. John. A pigging workshop is scheduled for 9 a.m. to 1 p.m. and a pipeline integrity workshop is scheduled to begin at 1:30 p.m.

DIARY

- 12) Sundance Lake Rest Stop
Mr. Banham advised that the Free Crown Grant application for the rest stop at Sundance Lake is moving forward but there may be some First Nations conflicts.
- 13) Committee Report
MOVED by Director Caton, SECONDED by Director Hiebert, that the recommendations from the Electoral Area Directors' Committee Meeting of May 15, 2007 be recommended to the Regional Board for approval.
CARRIED
- 14) Adjournment
MOVED by Director Houley, SECONDED by Director Caton, that the meeting adjourn.
CARRIED

The meeting adjourned at 3:30 p.m.

Karen Goodings, Chair

Barb Coburn, Recording Secretary

PEACE RIVER REGIONAL DISTRICT
RURAL BUDGETS ADMINISTRATION COMMITTEE
MEETING MINUTES

DATE: May 15, 2008
TIME: 10:00 a.m.
PLACE: Peace River Regional District, Dawson Creek, BC

PRESENT: **Directors**
Director Wayne Hiebert, Electoral Area 'D', Meeting Chair
Director Karen Goodings, Electoral Area 'B'
Director Larry Houley, Electoral Area 'C'
Director Tim Caton, Electoral Area 'E'

Staff
Fred Banham, Chief Administrative Officer
Kim Frech, Chief Financial Officer
Ron Storie, Manager of Community Services
Diana Mitchell, Recording Secretary

- 1) Call to Order: The Chair called the meeting to order at 10:05 a.m.
2) Vary Agenda MOVED by Director Caton, SECONDED by Director Goodings, that the agenda be varied to deal with item D-1 at this time.

CARRIED.

DELEGATIONS:

3) D-1
Ministry of Transportation
Mr. Ken Nash, Ministry of Transportation attended the meeting to answer questions regarding signage and lighting that was done through the funding partnership between the Ministry of Transportation and the Regional District. Discussion ensued with the following points being made:

- Mr. Nash acknowledged that consultation should have taken place with the Regional District prior to making changes to which intersections would receive lighting
- Regarding cost overruns – there is continued funding in the Gas Tax Fund that could be used – as the report has not been done, the project can be shown as not final
- Installation of signs came in under estimate
- There has been positive feedback from the public on how appreciative they are to have the extra signage and lighted intersections
- It was noted that there is a provincial standard for dust control but it can be adapted to local
- It was noted that names of some creek signs have been changed – e.g. Link was Lynx; Martin was Marten; Tremblay was Buffalo

ADOPTION OF AGENDA: continued

MA-2

6) Adoption of Agenda
(continued)

REPORTS:

- R-1 a) April 30, 2008 report from Ron Storie, Manager of Community Services regarding Chetwynd/Electoral Area 'E' Recreation and Cultural Grants-in-Aid recommendations; and
b) Chetwynd/Electoral Area 'E' Recreation and Cultural Grants-in-Aid meeting minutes of April 22, 2008.
- R-2 a) April 30, 2008 report from Ron Storie, Manager of Community Services regarding South Peace Sub-Regional Recreation and Cultural Grants-in-Aid recommendations; and
b) South Peace Sub-Regional Recreation and Cultural Grants-in-Aid meeting minutes of April 23, 2008.
- R-3 a) April 30, 2008 report from Ron Storie, Manager of Community Services regarding Electoral Area 'B' and 'C' Recreation and Cultural Grants-in-Aid recommendations; and
b) Electoral Area 'B' and 'C' Recreation and Cultural Grants-in-Aid meeting minutes of April 21, 2008.
- R-4 May 5, 2008 report from Director Hiebert regarding funding toward extending natural gas service to the residents of Tomslake and area.
- R-5 May 2, 2008 report from Ron Storie, regarding a cost share agreement with the Prairie Farm Rehabilitation Administration for test drilling at Upper Halfway and a feasibility study of the Rose Prairie test drill site.
- R-6 May 6, 2008 information report from Ron Storie regarding signage for Blackfoot and Montney Parks.
- R-7 Financial Report as of April 2008
 - 1) Grants-in-Aid;
 - 2) Fair Share Money Market Fund;
 - 3) BC Rail; and
 - 4) Reserve Balances.

ADJOURNMENT:

CARRIED.

MINUTES:

7) M-1
April 16, 2008
RBAC Meeting Minutes

MOVED by Director Goodings, SECONDED by Director Caton, that the Rural Budgets Administration Committee Meeting Minutes of April 16, 2008 be adopted.

CARRIED.

BUSINESS ARISING:

8) BA-1
Canadian Wildfire
Prevention Program

It was noted that Director Goodings will contact the Honourable Jay Hill to see what government funding may be available for costs involved in cutting down Pine Beetle killed trees.

9) BA-2
Halfway Graham

Faye Salisbury or Kim Frech will check on the status of the Halfway Graham Community Club regarding insurance payment and a funding request for a furnace.

JUN 12 2008

MA-2

CORRESPONDENCE:

- 10) C-1
Invitation to BC Hydro
- MOVED by Director Goodings, SECONDED by Director Caton, that a BC Hydro representative be invited to attend a Rural Budgets Administration Committee Meeting to provide information and an update on installations of hydro main line extensions.
- CARRIED.**
- 11) C-2
Montney Lutheran Historical Society re: funding for Church
- MOVED by Director Goodings, SECONDED by Director Houley, that staff request more information from the Montney Lutheran Historical Society regarding the request for funding to paint the church, including completion of a Fair Share Grant Application, community contribution information and budget information.
- CARRIED.**
- 12) C-3
Electrical Extension Grant for Doug Peterson
- MOVED by Director Goodings, SECONDED by Director Caton, that the Rural Budgets Administration Committee ratify Director Hiebert's approval of a \$2,048.35 Electoral Area 'D' Fair Share Electrical Extension Grant for Doug Peterson.
- CARRIED.**
- 13) C-4
Peace Mission Chapel grant request
- MOVED by Director Caton, SECONDED by Director Goodings, that the Rural Budgets Administration Committee approve a \$10,000 Area 'E' Fair Share Grant toward material and labor for a new addition of the Peace Mission Chapel.
- CARRIED.**

REPORTS:

- 14) R-1 a)
Chetwynd/Electoral Area 'E' Recreation and Cultural GIA recommendations
- MOVED by Director Caton, SECONDED by Director Goodings, that the Rural Budgets Administration Committee approve the following 2008 Chetwynd/Electoral Area 'E' Recreation and Cultural Grants-in-Aid:
- | | |
|---|------------|
| Camp Emile | \$ 8,000 |
| Chetwynd Rod and Gun Club | \$ 8,000 |
| Chetwynd Electric Eels Swim Association | \$ 7,500 |
| Chetwynd and District Recreation Centre | |
| Little Prairie Heritage Society | \$ 22,000 |
| Moberly Lake and District Golf Club | \$ 17,000 |
| Pine Valley Exhibition Park Society | \$ 15,000 |
| Pine Valley Seniors Association | \$ 11,000 |
| Sagitawa Christian Camping Society | \$ 9,000 |
| Youth Travel | \$ 3,000 |
| Total | \$ 102,000 |

CARRIED.

- 14) R-1 b)
Chetwynd/Electoral Area 'E' Recreation and Cultural Grants-in-Aid Meeting Minutes of April 22, 2008
- It was noted that the minutes should be changed to reflect that:
- Clifford Schmok and Roxanne Snyder were not in attendance

MA-2

REPORTS: continued

12) R-2 a) South Peace Sub- Regional Recreation and Cultural GIA recommendations	<p>MOVED by Director Caton, SECONDED by Director Goodings, that the Rural Budgets Administration Committee approve the following 2008 South Peace Sub Regional Recreation and Cultural Grants in Aid:</p> <p>Bessborough Community Club <i>(50/50 split with Hats & Chaps Gymkhana Club)</i> \$ 15,272</p> <p>Cutbank Community Club \$ 13,272</p> <p>Dawson Creek Sportsman's Club \$ 13,272</p> <p>Doe River Recreation Commission \$ 10,272</p> <p>Farmington Community Association \$ 9,272</p> <p>Groundbirch Recreation Commission \$ 5,772</p> <p>McLeod Recreation and Social Services Society \$ 8,772</p> <p>Progress Athletic Association \$ 1,000</p> <p>Rolla Rate Payers Association \$ 11,272</p> <p>Sunset Prairie Recreation Commission <i>(50/50 split with Kiskatinaw Fall Fair)</i> \$ 16,272</p> <p>Tomslake and District Recreation Commission <i>(CCA Hall: 37.5%, Sudeten Park: 25%, Library, Church, Museum & Scholarships: 37.5%)</i> \$ 11,272</p> <p>Tupper Community Club <i>(Swan Lake Enhancement Society: 37%)</i> \$ 9,772</p> <p>Youth Travel \$ 1,500</p> <p>Post Secondary Bursary \$ 3,000</p> <p>Total \$129,992</p>
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Rotation of Community Groups

that to increase the fairness of grant distribution each year, that community groups be rotated alphabetically so the first community group requesting grant money will be different each year.

CARRIED.

13) R-3 a) Electoral Area 'B' Recreation and Cultural GIA recommendations	<p>MOVED by Director Houley, SECONDED by Director Goodings, that the Rural Budgets Administration Committee approve the following 2008 Electoral Area 'B' Recreation and Cultural Grants-in-Aid:</p> <p>Electoral Area 'B' Bursary \$ 500</p> <p>Fort St. John Dry Graduation \$ 500</p> <p>RCMP Rural Hockey/Broomball \$ 5,000</p> <p>Youth Travel \$ 0</p> <p>North Peace 4-H Senior Council \$ 1,000</p> <p>Buick Creek Community Club \$ 0</p> <p>Cecil Lake Recreation Commission \$ 0</p> <p>Golata Creek \$ 49,500</p> <p>King's Valley Christian Camp \$ 8,000</p> <p>Lake Point Golf and Country Club \$ 0</p> <p>North Peace Fall Fair Society \$ 13,176</p> <p>North Peace Historical Society \$ 4,000</p> <p>North Peace Light Horse Association \$ 9,729</p> <p>Halfway Graham Community Club \$ 11,595</p> <p>Total \$103,000</p>
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CARRIED.

MA-2

REPORTS: continued

13) R-3 a)
Electoral Area 'C'
Recreation and Cultural
GIA recommendations

Electoral Area 'C' Gradfest

that the Electoral Area 'C' Gradfest, in the amount of \$500, be maintained for 2008.

Electoral Area 'C' Bursary

that the Rural Bursary for Electoral Area 'C', in the amount of \$500, be maintained for 2008.

CARRIED.

MOVED by Director Houley, SECONDED by Director Goodings,
that the Rural Budgets Administration Committee approve the following 2008
Electoral Area 'C' Recreation and Cultural Grants-in-Aid:

Electoral Area 'C' Bursary	\$ 500.00
FSJ Dry Grad / Gradfest	\$ 500.00
Charlie Lake Community Club	\$ 21,000.00
Grandhaven Community and Dis. Assoc.	\$ 5,290.00
Lake Point Golf and Country Club	\$ 12,087.50
North Peace Historical Society	\$ 4,000.00
North Peace Light Horse Association	\$ 21,622.50
Total	\$ 65,000.00

CARRIED.

13) R-3 b)
Electoral Area 'C'
Recreation and Cultural
GIA Meeting Minutes of
April 21, 2008

It was noted that the minutes should be changed to reflect the following name
corrections:

- Steve Skrlae should be Steve Skrlac
- Kevin Lovhison should be Kevin Atchison

14) R-4
May 5, 2008 report re:
funding toward natural
gas service to the
residents of Tomslake
and Area

MOVED by Director Hiebert, SECONDED by Director Caton,
that the Rural Budgets Administration Committee approve a maximum contribution
of one million dollars (\$1,000,000) from Area 'D' Fair Share to Pacific Northern Gas
(PNG) towards the cost of extending natural gas service to the residents of the
Tomslake area.

CARRIED.

15) R-5
May 2, 2008 report re: a
cost share agreement
with PFRA

MOVED by Director Goodings, SECONDED by Director Houley,
that the Rural Budgets Administration Committee approve \$25,000 from Area 'B'
Fair Share funding for a 50:50 cost share agreement with the Prairie Farm
Rehabilitation Administration for:
a) test drilling at Upper Halfway; and
b) a feasibility study of the Rose Prairie test drill site.

CARRIED.

974

REPORTS: continued

MA-2

17) R-6
Financial Report as of
April 2008

The Financial Report as of April 2008 was reviewed. It was noted that the Lone Prairie Riding Club could spend the remaining \$10, 224.14 Grants-in-Aid funds on the hall currently being used as the referendum to build a new hall failed.

MOVED by Director Caton, SECONDED by Director Goodings, that the Rural Budgets Administration Committee approve the removal of the \$300,000 Area 'E' Fair Share commitment for the proposed Lone Prairie Community Hall as the May 10, 2008 referendum for a new hall was not successful.

CARRIED.

NEW BUSINESS:

18) NB-1
Charlie Lake Monument
re: funding for materials

MOVED by Director Houley, SECONDED by Director Goodings, that the Rural Budgets Administration Committee approve up to \$7,000 Area 'C' BC Rail funding toward building materials for the Charlie Lake Monument.

CARRIED.

19) NB-2 (Handout)
Telephone Extension
Grant for Sid Isaac

MOVED by Director Caton, SECONDED by Director Houley, that the Rural Budgets Administration Committee approve a \$3,380.45 Area 'D' Rural Telephone Extension Grant for Sid Isaac.

CARRIED.

ADJOURNMENT:

MOVED by Director Houley, SECONDED by Director Goodings, that the meeting adjourn.

The meeting adjourned at 1:05 p.m.

Wayne Hiebert, Meeting Chair

Diana Mitchell, Recording Secretary



PEACE RIVER REGIONAL DISTRICT

MA.3

Solid Waste Committee Meeting Minutes

DATE: Friday, May 23, 2008
TIME: 10:00 a.m.
PLACE: Regional District offices, Dawson Creek, BC
PRESENT: Director Larry Houley, Electoral Area 'C', Committee Chair
Director Jim Eglinski, City of Fort St. John
Director Tim Caton, Electoral Area 'E'

Guests

Randy Wolsey, Complete Environmental Inc.
Tom Wolsey, Complete Environmental Inc.
Ken Watson, Complete Environmental Inc.

Staff

Shannon Anderson, General Manager of Environmental Services
Tammy Lawrence, Finance Clerk
Suzanne Garrett, Corporate Services Coordinator

- 1) Call to Order: Director Houley called the meeting to order at 10:00 a.m.
2) Adoption of the Agenda: MOVED by Director Eglinski, SECONDED by Director Caton, that the Solid Waste Committee Meeting agenda for the May 23, 2008 meeting, including Directors' New Business and Additional Items for the agenda, be adopted as amended.

CARRIED.

Minutes:

M-1 Solid Waste Committee Meeting Minutes of April 9, 2008

Business Arising from the Minutes:

Delegation:

D-1 Complete Environmental Inc., regarding PL-6 South Peace Haul-All contract.

Correspondence:

C-1 May 7, 2008 letter from Lindsay Heal, Manager, Eco-Depot Recycling Centre regarding the recycling contract.

Reports:

R-1 May 14, 2008 report from Kim Frech, Chief Financial Officer, regarding accounts receivable policies.

New Business:

NB-1 Moberly Lake Transfer Station - Site Attendant
NB-2 Financial Reports
NB-3 Global Resource Corp.

MINUTES:

- 3) M-1 SWC Mtg. Min. of April 9, 2008: MOVED by Director Caton, SECONDED by Director Eglinski, that Solid Waste Committee Meeting Minutes of April 9, 2008 be adopted.

CARRIED.

DELEGATION:

MA-3

4) D-1
re: PL-6 South
Peace Contract

Representatives from Complete Environmental Inc., were in attendance to provide an update on the PL-6 South Peace Haul-All pilot project and contract concerns.

Mr. Wolsey noted that the average annual Canadian increase (Consumer Price Index) is 1.62%, in the Peace Region this average is 20% (figures from 2004 - 2008). Fuel has risen 76%, wages increased 20 - 25%, services i.e. mechanical have risen 25%. Increases to current contracts are required to sustain company longevity and to maintain the current level of service.

Mr. Anderson advised that Complete Environmental has been very proactive, i.e. taken extra steps to separate materials, which requires additional staff for handling waste resulting in more wages.

Committee members were advised that the amount of bulky waste being deposited at rural transfer stations has drastically increased. A site is cleaned up Monday will look the same by Thursday. Complete Environmental redesigned their truck to service bulky waste, however, it cannot handle the amount of demolition and/or construction wastes, pipe, etc. that are being left at sites. Mr. Anderson noted that the transfer station pick up schedule was increased to three times per week at the 5 sites in the South Peace. Mr. Watson noted that clean up at the sites is not general in nature, sometimes it takes 2.5 hours per site - Tomslake, Rolla, Progress, Fellers Heights, Moberly Lake - at times there are one or two sites per day that require extra cleanup. Mr. Anderson noted that last months invoices received for extra clean up were \$8,500.

Mr. Wolsey observed that when the pilot project was first initiated bin sites were not that bad, the problem has been rapidly escalating. Another concern expressed was the amount of time it takes for the Contractor to receive authorization to carry out clean up at the sites.

It was suggested that the Contractor take pictures of the bulky waste being deposited at transfer stations.

The system is failing, members of the public think it is alright to dump bulky waste at the transfer sites because the Regional District keeps cleaning it up - a form of enforcement should be implemented. The transfer stations were not designed for bulky waste.

What is the ultimate way to operate these sites. It was suggested that the facility be gated and locked within regular hours of operation. Will have some garbage left at the gate for a period of time, (4 to 6 months), but it will get better. It is felt that the transfer stations closest to municipalities receive the most abuse.

Mr. Tom Wolsey advised that problems have been experienced when trying to recycle televisions, if the television is dirty or cracked Eco-Depot will not accept it. What is the point of separating these items to keep them out of the landfill if they are not accepted at the recycling facility? Director Caton advised that it should not matter what shape the television is in, the recycling process involves smashing and boiling.

Delegation: (continued)

MA-3

4) D-1 re: PL-6
South Peace
Contract

Chair Houley thanked the delegation for their presentation and concerns.

The delegation left at 10:55 a.m.

Discussion points:

- document what is happening at rural transfer stations. This will provide back up - to the claim that the site is being abused. Pictures must include dates.
- engage local security company to perform surveillance at sites, take pictures, obtain licence plate numbers - take perpetrator to court. Need to ascertain costs of surveillance. Because sites are constantly cleaned up the public has decided that it is okay to dump bulky waste. If the Regional District "fined" one or two individuals the message would become clear that what is happening is totally unacceptable.
- Contractor should not have to contact George or Shannon first to obtain authorization to clean up the site. Get contractor to take a picture, involves trust.

MOVED by Director Eglinski, SECONDED by Director Caton,
that the Solid Waste Committee recommend to the Regional Board:

- a) that Complete Environmental Inc., be authorized to charge, by the hour, for any additional site work, over and above regular contract obligations, conducted at rural transfer stations under the PL-6 South Peace Haul All - Pilot Project; and
- b) that invoices for the additional work include pictures, with date display, of the sites.

CARRIED.

Discussion ensued regarding increases to the transportation contracts to cover rising fuel costs. It was felt that solid waste is a regional function, consequently all contracts would have to be considered for an increase. Mr. Anderson advised that there is money available in the solid waste budget. Approximate cost, Hauling \$ 750,000 3% = \$22,000; Landfill \$1,500,000 1% = \$15,000. It was noted that increased wages would not be eligible.

Delegation: (continued)

MA-3

4) D-1
re: PL-6 South
Peace Contract

MOVED by Director Caton, SECONDED by Director Eglinski,
that the Solid Waste Committee recommend to the Regional Board:

- a) that the following solid waste contracts be increased by 3% to allow for increased fuel prices:
 - i) Part I - Tumbler Ridge/Hudson's Hope Haul All
 - ii) Part II - North Peace PL-6 Haul All
 - iii) Part III - South Peace PL-6 Haul All
 - iv) Alaska Highway Solid Waste Collection
 - v) Supply and Hauling of Roll-Off bins; and

- b) that the following solid waste contracts be increased by 1% to allow for increased fuel prices:
 - i) Rose Prairie Landfill Site Cover and Compaction
 - ii) Bessborough Landfill;
 - iii) Fort St. John Landfill; and
 - iv) Chetwynd Landfill.

CARRIED.

It was requested that Complete Environmental be advised that increases had to be considered for all transportation contracts as solid waste is a regional function.

CORRESPONDENCE:

5) C-1
re: recycling
contract

Since September 2007 the Eco-Depot has been providing recycling services to the region. Over the period of September 2007 to February 2008 the Depot has collected 49% more recycling region wide over 2006. With this increase the Depot feels the need to upgrade its equipment, larger baler with capacity to process four time the current capacity, in order to keep up with the demand. The Depot is requesting that the Regional District review and extend the current contract to enable the equipment upgrade and plan for the future.

MOVED by Director Eglinski, SECONDED by Director Caton,
that the Solid Waste Committee recommend to the Regional Board that the Recycling Contract with Eco-Depot Recycling Centre, Fort St. John, be extended for a further three consecutive one (1) year terms.

CARRIED.

Committee members advised that Ms. Lindsay Heal, Eco-Depot Recycling -- Centre has advised that it has been difficult to obtain recycling numbers from the Northern Environmental Action Team (NEAT). Mr. Anderson advised that he will contact Ms. Emory, Executive Director, NEAT.

Committee members requested staff to investigate the reasoning behind Eco-Depot Recycling Centre's refusal to accept televisions brought in by Complete Environmental. In particular, are they short staffed on Sundays, could a different day be arranged? It was suggested that perhaps a special project could be undertaken, find a community group willing to pick up televisions from seniors, special needs people.

REPORTS:

MA-3

6) R-1 re:
draft "SW
Accounts
Receivable
Policy"

The Accounts Receivable Policies recommended for approval at the April 9, 2008 Committee were forwarded to the Regional Board for ratification. Due to the confusion created by the recommendation report submitted to the Regional Board Committee members were requested to disregard the previous reports.

Overdue Accounts

The Peace River Regional District's policy on overdue landfill accounts is:

- 30 to 60 days: account holder will be notified via their statement that payment must be received before the account becomes 60 days overdue to avoid the account being placed on hold and denied access to all landfills and all account associated vehicles;
- Over 60 days: account will be placed on hold on the Tuesday following the 15th of the month and access denied to all Peace River Regional District landfills until the account is paid in full;
- Accounts on hold for more than 60 days will be forwarded to a collection agency for collection.

It was noted that this differs from the previous recommendation of 45 days to coordinate with the accounting system reporting requirements. It includes denying access not placing on COD - direction was requested from the Committee.

MOVED by Director Eglinski, SECONDED by Director Caton, that the Solid Waste Committee recommend to the Regional Board that the following policy be adopted:

Overdue Accounts

The Peace River Regional District's policy on overdue landfill accounts is:

- 30 to 60 days: account holder will be notified, via their statement, that payment must be received before the account becomes 60 days overdue to avoid the account being placed on "cash on delivery" (COD) to all landfills and all account associated vehicles;
- Over 60 days: account will be placed on hold on the Tuesday following the 15th of the month and placed on "cash on delivery" (COD) to all Peace River Regional District landfills until the account is paid in full;
- Accounts on hold for more than 60 days will be forwarded to a collection agency for collection.

CARRIED.

Committee members discussed the "runaway fee" policy. It was felt that the RCMP should be called, leaving the site without paying is "theft." It was felt that the policy needed to split into two separate policies. The "runaway fee" is considered theft, while the second paragraph could be considered "promise to pay."

Reports: (continued)

MA.3

6) R-1 re:
draft "SW
Accounts
Receivable
Policy"

MOVED by Director Eglinski, SECONDED by Director Caton,
that the Solid Waste Committee recommend to the Regional Board that the
following policy be adopted:

Runaway Fee

The Peace River Regional District's policy regarding vehicles that leave landfills
without paying is to submit the license plate number that was recorded upon
entering the landfill to the Royal Canadian Mounted Police for prosecution.

CARRIED.

MOVED by Director Caton, SECONDED by Director Eglinski,
that the Solid Waste Committee recommend to the Regional Board that the
following policy be adopted:

Promise to Pay

The Peace River Regional District's policy regarding a vehicle that leaves the
landfill without paying or a vehicle that does not have the funds to pay and an
arrangement is made with the landfill attendant to return to pay but does not pay
the fee with 24 hours will be invoiced.

CARRIED.

NEW BUSINESS:

7) NB-1
Moberly Lake
Transfer Station

Mr. Anderson advised Committee members that the Moberly Lake Transfer
Station contract has expired. The current contractor, Moberly Lake Community
Association has advised that they cannot carry on the work. The community has
expressed their desire for a site attendant. Mr. Anderson will contact the
community, Sauteau and West Moberly First Nations for their input, to find out if
someone is interested. The last attendant contract was for 25 to 30 hours per
week with an approximate cost of \$2,500 per month, \$15,000 annually.

MOVED by Director Eglinski, SECONDED by Director Caton,
that the Solid Waste Committee recommend to the Regional Board that staff be
authorized to engage a site attendant at the Moberly Lake Transfer Station.

CARRIED.

8) NB-2
Financial
reports

MOVED by Director Caton, SECONDED by Director Eglinski,
that staff provide financial reports including a monthly breakdowns, for the next
Solid Waste Committee meeting.

CARRIED.

9) NB-3
Global Resource

MOVED by Director Caton, SECONDED by Director Eglinski,
that staff research the feasibility of a prototype designed by Global Resource
Corp. that processes waste material into energy and report back to the
Committee.

CARRIED.

Peace River Regional District
Solid Waste Committee Meeting Minutes of May 23, 2008

New Business: (continued)

MA-3

10) Committee Report MOVED by Director Caton, SECONDED by Director Eglinski, that the recommendations from the Solid Waste Committee Meeting of May 23, 2008 be recommended to the Regional Board for approval.

CARRIED.

11) Adjournment MOVED by Director Eglinski, SECONDED by Director Caton, that the meeting be adjourned.

CARRIED.

The meeting adjourned at 12:20 p.m.

Larry Houley, Chair

S. Garrett, Corporate Services Coordinator

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MA-4

North Peace Fringe Area - Official Community Plan Technical Advisory Committee (TAC)

Notes

April 9, 2008 - Time: 10:30 am

Attendance: Greg Wagner, Ministry of Energy, Mines and Petroleum (by phone)
Jennifer Jeyes, Northern Health Authority
Jennifer Decker, City of Fort St. John
Katrin Saxty, Urban Systems
Yvonne Pederson, Ministry of Transportation
Scott Fraser, Ministry of Environment
Larry Espe, School District No. 60

Regional District Debbie Kunz, Assistant Manager of Development Services
Bruce Simard, Manager of Development Services

1. **Technical Advisory Committee**, created March 27, 2008. Brief introductions were given.
2. **Draft Action Plan and Time Line** for the 2nd Draft of the North Peace Fringe Area –OCP was briefly reviewed by the committee, with a note that these are target dates, subject to change.
3. **List of Issues** were briefly reviewed by the committee, noting that there may be other unresolved issues identified by the working Advisory Committee.
4. **Responses** received from each agency to date relating to the 1st Draft OCP were reviewed with discussions and comments as follows:

Ministry of Energy Mines and Petroleum

- **NP Resource Review Area** recently established to assist with the OCP plan development by not issuing tenures in close proximity to rural residential areas.
- This area will continue until the adoption of the OCP, when it will then be reviewed in contrast to the final OCP and areas designated for residential use. EMPR began with a larger area than required in order to give some flexibility for adjustments once the OCP is completed. There may be some areas that are permanently excluded from tenure issuance.
- **1 Km setback** proposal or an 'absolute distance' as written in the 1st OCP draft removes flexibility. The proposed wording as suggested by the Agricultural Advisory Committee (AAC) seems workable, but comments from the **Oil and Gas Commission** should be sought.

District of Taylor- *not present; however the following issues were briefly reviewed*

- **South Taylor Management Area** is supported by the District, for a mix of uses such as agriculture, residential and tourist commercial.
- Concerns rose during the OCP review that any **lands within the ALR** should be protected for agricultural use only.
- **An Alternate access route** is an issue of concern for the district.
- **South Taylor Hill** and its unstable hazardous conditions was a concern, however the Advisory Committee (AC) did not support the use of a Development Permit Area in the 1st OCP draft.

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Ministry of Environment

- Sec. 9, Policy 10 was added to Draft OCP in response to MOE's concerns related to **persons conducting work in and about water courses** and the need to contact agency directly.
- MOE asked if the OCP could **identify 'conservation lands or 'notation of interest'**? It was noted that some of the **park boundaries have expanded**. MOE will supply some **digital mapping** relating to parks and conservation lands.
- **Fish Creek 'Walking' Trail** is a project that MOE is currently working on. The Draft OCP supports a "Parks Management Plan" which would include trail initiatives.
- MOE asked about the OCP support in **'protecting environmental sensitive areas'** and that the AC revisit the idea of placing a Development Permit Area along Fish Creek or similar water courses.
- Potential for Scott Fraser to speak to AC.

Northern Health

- NH concerned about wording used in Draft OCP regarding minimum parcel sizes of 4 and 2 acres. The following wording was suggested:
- **i) where soil conditions are suitable for on-site sewage disposal on parcels smaller than 1.6 ha (4 acres) the minimum parcel size may be reduced to 0.8 ha (2 acres) or ..**
- NH exploring alternate systems for Type 2 and 3 which would result in **new Subdivision Policy subject to Regional District's involvement (via bylaw)**. These systems would not as dependent on soil conditions. (forthcoming later this year.... Contact is Lucy Beck, Prince George)
- Should **2 acre lot subdivision opportunity** be included in the OCP, as it may raise unattainable expectations? Discussion pursued around the table – more information necessary regarding alternate systems, standard requirements and collaboration with RD.

Ministry of Transportation

- Concerns expressed by MOT were briefly discussed including the following topics:
- **Future Road Network Plan / Different Subdivision and Road Standards** for Residential and Industrial developments and resulting in issues for MOT relating to Subdivision Reviews / **Dangerous Goods and Alternate Routes** around the urban areas.
- Further **meeting with MOT** will be required to discuss these issues in detail for the OCP and the proposed land use direction for development.

Geotechnical Concerns – expressed by Prince George MOT office.

- Discussed concerns raised of the **'landslide and soil instability' characteristics** of many areas in the Peace Region as highlighted by MOT, related to geotechnical hazardous conditions.
- It was noted that the AC removed the proposed South Taylor and Montney Coulee **Development Permit Areas** related to hazardous condition, in addition to removing the Fish Creek DPA related to environmental sensitive areas.
- The 1st Draft OCP replaced the DPA's with broad general statements in Section 1.8.2. The **Old Fort DPA** still remains in the OCP, related to hazardous conditions.
- MOT noted that site inspections are conducted and geotechnical studies are required during the Subdivision Approval Process, and the **DPA's may be duplication**.

School District No. 60

- It was noted that **every school is Full** within the city and rural areas!
- School Districts are currently planning for the year 2015. Every creative method or initiative is being used to meet Budget requirements, including ideas such as, non-traditional classrooms.
- The status of **Baldonnel and Charlie Lake Schools** was given and discussion pursued around **impacts that future development may have on these schools**. It was noted that the NPFA-OCP is not encouraging future development in the Baldonnel Area, but rather supporting the existing residential and agriculture uses; while the Charlie Lake area is

encouraging future residential and commercial development, in the Settlement Centre and surrounding area.

- Baldonnel School is not scheduled for any changes, while the Grade 7's at Charlie Lake School are being moved to the middle schools in town. Charlie Lake School is operating at full capacity, using 6 portables and the enrollment is + 400 students.
- It was agreed that **further meetings with the SD will be** required to discuss future development plans for the OCP and the resulting impacts for all concerned.
- Opportunity to review the **School Acquisition section of the LGA** may assist in planning for the school capital requirements.

City of Fort St. John

- Discussions pursued around issues of **development around the city's boundary** related to Residential and Industrial uses.
 - Proposed **City Boundary extensions should have a decision from province by June or July of this year.**
 - City felt it would be beneficial if areas on the immediate fringe were **required to meet a minimum development standard that was equivalent to city standards**, to be charged back to developers. I.e. paved roads, curb and gutters, etc.
 - Possibly **'flag' areas** or identify a **'fringe area'** that will require higher development standards that may eventually be included into the city.
 - Areas beyond the 'flagged' areas should be restricted to larger parcel sizes to encourage development into the 'fringe areas' and discourage incompatible development.
 - It was noted that the **RD does not have any 'Subdivision Servicing' by-laws** to date.
 - It was noted that the City and the RD are **jointly reviewing potential areas for servicing**, including the College Sub.; 100th Ave Sub.; and the Grandhaven/Clairmon and areas.
5. **Next Meeting** – TAC members will be notified of the date and location of the next meeting.
 6. **Meeting terminated** at 12:15 pm .

/dk



MA-5

North Peace Fringe Area - Official Community Plan Technical Advisory Committee (TAC)

Notes (continued)

April 14, 2008 - Time: 3:30 pm

Attendance: Martin Collins, Agriculture Land Commission
Julie Robinson, Ministry of Agriculture

Terry Johnston, District of Taylor

Regional District Debbie Kunz, Assistant Manager of Development Services

1. **Technical Advisory Committee**, created March 27, 2008.
2. **Draft Action Plan and Time Line** for the 2nd Draft of the North Peace Fringe Area –OCP was briefly reviewed with a note that these are target dates, subject to change.
3. **List of Issues** were briefly reviewed, noting that there may be other unresolved issues identified by the working Advisory Committee.
4. **Responses** received to date relating to the 1st Draft OCP were reviewed with discussions and comments as follows:

District of Taylor

- **South Taylor Management Area** – is important for the District due to its proximity to its municipal boundary and its agreement to lease the land from BC Hydro for open space - tourist commercial activities, such as park and campground use.
- District of Taylor would prefer not to see any **industrial development** in this immediate area.
- An **Alternate Route** around the district is an issue for the district, its community and the traveling public.

ALC and Ministry of Agriculture

- **OCP supportive of the ALC mandate**
 - reserve lands in the ALR for agriculture and related uses
 - minimize conflict between farm and non-farm uses
 - support and promote the economic viability of the agriculture sector
 - Discussed proposed **Action Plan, Time Line for 2nd Draft and Issues** to be revisited.
 - The **Renewed AC** consisting of community members, municipalities and a number of AAC members, is supported by ALC.
 - ALC is looking forward to **reviewing and discussing the NPFA-OCP - 2nd Draft** of revised direction.
5. **Meeting terminated** at 5:00 pm .

/dk

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North Peace Fringe Area - Official Community Plan Meeting with MOT -TAC member

Notes

May 21, 2008 - Time: 10:30 am

Attendance: Dawn Braithwaite
Yvonne Pearson
Bruce Craig
Reid Drummond

Regional District Debbie Kunz, Assistant Manager of Development Services
Bruce Simard, Manager of Development Services

1. **Draft Action Plan and Time Line** – briefly reviewed
2. **Response Received from MOT – 2007**
3. **List of Issues** were briefly reviewed as set out by working Advisory Committee.

Topics for Discussion with Ministry of Transportation

- **Dangerous Goods Route**
 - applied to Provincial Government to designate East and West By-pass roads as Controlled Access Highways, and are currently treating it in this manner.
 - Working closely with City of FSJ on any subdivisions along these arterial roads.
 - 800 metres intervals for access onto the By-pass roads are being requested (¼ Sec.)
 - If proponent can not meet these - Impact studies are requested.
 - One (1) access point along the Clairmont (West By-pass) may be allowed, otherwise proponents will be request to build up against this road, or turn arounds are requested.
 - Large ditch traverses along eastern boundary of Clairmont sub, which MOT must retain.
 - MOT did not pave Clairmont, due to the RD's request to hold off until sewer servicing plans were concluded, to avoid extra costs for all concerned.
- **Subdivision Servicing Standards** would be supported by MOT in the rural area, as this would make for easier management on both the city or rural boundaries.
 - MOT and their contractors are not set up for maintaining 'Curb and Gutter' therefore, RD would have to arrange or carefully consider the maintenance of future such standards.
 - Shaman's industrial development lying south of the City was not able to hook up onto city sewer or water services. These lots are all 4.5 acre lots with independent services.
 - There may be some reductions to the 'residential and industrial' area of designated lands in the 2nd Draft of the NPFA-OCP
- **Alternate Route** – City of FSJ would like to pave 85th Ave and use it as a city Truck by-pass route.
 - However, MOT may find this difficult to extend beyond the Old Fort Road and connect to the 271 Road, since there would have to be some lands purchases along the Simpson Crescent Subdivision – which may be most unlikely. (part NW ¼ Sec. 26-83-19)
- **Subdivision applications currently** being considered include:
 - McLeans new Industrial sub, on SE ¼ 35- 83-19
 - V. Pedersen new Residential sub on South ½ of SE ¼ Sec. 26-83-19
 - V. Pedersen has provided MOT with a general Road Network plan for future Residential and Industrial lands involving the NE ¼ Sec. 26-83-19 (map provided)
 - Tea Creek Area

- Some areas being considered for future land use reduction for MDR, in the Tea Creek area, along the most western sides, in the vicinity of the 283 road south of Hwy (29)
- Some reduction in the LDR north/west of the Old Hope Road
- MOT and RD must co-ordinate subdivision approvals and future designated areas carefully in this area southwest of the city.

Subdivision to 2 acre

- RD is currently reviewing the preparation of a Public Information Brochure related to Sewage Disposal Options for Type 2 and 3 Sewage Systems. Northern Health is not approving subdivision less than 4 acres. However, in some instances Health has approved lots < 4 acres when property is located outside RD planning area, as per the Local Services Act. NH appears to be inconsistent when reviewing subdivision referral or rezoning applications that involve lots that are < 4 acres.
- Discussions pursued in relation to rural area sewage systems
- **Corridor Study**
 - MOT is conducting a Corridor Study between Mile 54 and 83 to review all the intersections and highway crossings along this strip of the Alaska Highway.
 - Some improvements are needed at the intersection of the 283 Road and Alaska Highway due to poor sight visibility
 - 283 Road is not likely to be extended from the Alaska Highway down to Hwy 29 due to steep terrain.
- **Mile 54 Intersection**
 - no additional plans for improvements at this intersection
 - improvements to date, include lighting, turning lanes and reduced speed limit
- **Covenants requested on subdivision**
 - MOT has requested covenants be registered on Title at the subdivision stage on several properties that are next to a Sour Gas Well or a Water Injection site, stating that there must be
 - 100 metre setback of any structures from the existing Sour Gas well; and
 - 80 metre setback from other production facilities such as an injection site, based on Public Safety concerns. (No build clause) Similar to the ERZ.
- **Phase 4 – Plan (Twinning highway between City of FSJ and Charlie Lake)**
 - MOT briefly reviewed plans for highway twinning, inclusive of some of the following improvements:
 - New improved intersection at PNG Frontage Road, includes accessing off of Ben's Road and Closing off part of Nielson Road next to Lake Meats.
 - Build a complete Fire Hall Frontage Road
 - Pedestrian Crossing, Lights and Bus Loop at the Charlie Lake store, also includes sidewalks, islands, pick-up drop-off lane, paths, shoulders, and travel lanes (major highway)
 - Build a complete Jackfish Frontage Road connecting into Sunnyside Drive, which would come out at the Main Lights at the Charlie Lake Store
 - Bus turn-around on the Charlie Lake Frontage Road
 - Turning lane and improved intersection at Kaps Ave and Mukluk Frontage Road To finally join up with the recent Hwy upgrade and set of lights at the 271 Road.
 - applied to Provincial Government to designate East and West By-pass roads as Control

Meeting terminated at 12:10 pm .

/dk

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North Peace Fringe Area - Official Community Plan 2nd Draft Advisory Committee MINUTES

Date: April 15, 2008
Time: 7:00 pm to 10:30 p.m.
Place: Northern Lights College – Rm. 154/155, Fort St. John, B.C.

Present: Staff: Bruce Simard, General Manager of Development Services
Debbie Kunz, Assistant Manager of Development Services
Carla Eaton, Senior Planner

Advisory Committee: Larry Houley, Director of Electoral Area 'C'
Wayne Hiebert, Director of Electoral Area 'D'
Lori Ackerman, City of Fort St. John Councillor
Rick Koechl
George Tyler
Lloyd Gibson
Jim Collins
Maurice Fines
Katherina Keuth
Brad Filmer (joined at 7:30 pm)

1. CALL TO ORDER 7:00 pm

2. ADOPTION OF THE AGENDA
 - MOVED by Director Hiebert, SECONDED by Councillor Ackerman, that the 2nd Draft Advisory Committee agenda for the April 15, 2008 meeting be adopted. CARRIED

3. MINUTES
 - MOVED by Mr. L. Gibson, SECONDED by Councillor Ackerman, that the M-1, M-2, M-3, and M-4 Minutes be received for information. CARRIED

4. BUSINESS ARISING FROM THE MINUTES
 - MF - I would just like to note that somewhere in this set of minutes that I may have misspoke, and I just want it clarified that I'm not opposed to industry. I just have some concerns with oil and gas development.

 - MOVED by Mr. L. Gibson, SECONDED by Councillor Ackerman, that the M-1, M-2, M-3, and M-4 Minutes be adopted. CARRIED

5. CORRESPONDANCE
 - DK reviewed the key points of the media release.
 - Discussion ensued regarding who should be responsible for making media statements regarding this process.

- By consensus it was agreed that staff should prepare any media statements, not individuals in the group.
- Additionally, it was clarified that the working meetings of this group are open to the public, which would include media, but for observation only not participation.
- Some new submissions from developers have been received, which will be discussed through the list of related issues.

6. NEW BUSINESS

NB-1: Renewed Advisory Committee (AC)

- BS reviewed the process by which the Regional District Board had approved the Renewed AC appointment at the March 27, 2008, Board meeting.

NB-2:

- BS reviewed the Revised Terms of Reference (TOR) of the AC, highlighting 4 key points:
 - Increased member maximum from 11 to 17
 - The AC now includes all four (4) elected directors
 - The AC will elect a chair and vice-chair from its member body
 - The reporting structure for the AC has changed, whereby the AC will now report directly to the Regional District Board, rather than to the Electoral Area Directors Committee

NB-3: Election of Chair and Vice-Chair for Advisory Committee:

- BS: Now we will call for election of the Chair and Vice-Chair.
- BS: I call for nominations for the Chair.
- GT: I nominate LH.
- LH: No, I decline. Because my term of office will end at the end of this year, and this AC will continue beyond that term. When a new director is elected, they may be interested in this AC and want to participate. I will stand as vice-chair, but will decline for those reasons.
- KK: When is WH's term up?
- MF: We should face the problem when it happens.
- LH: It has been discussed that I could later be appointed to the AC and continue as a member of the public after my term, if it is the wish of the Board and AC.
- LG: I have a concern with chairs and vice-chairs because it can tie their hands and ability to vote and discuss issues.
- LA: Chairs can vote on motions, so that shouldn't be a concern.
- RK: What is the difference between a chair versus a moderator? Would this change the structure?
- BS: This is the structure agreed to in the TOR by the Regional District Board.
- WH: I nominate JC.
- JC: I'd like to argue that LH continue on. I think we're at a crucial phase and we have quite a few months left before election.
- WH: I suggest that we nominate LH as vice-chair until a chair is found.
- LH: The new director may want to chair this AC. I don't want to impose on a new director.
- GT: Does the chair have to be an elected Director. If LH is willing to take it then even if he is voted out at the end of his term, can't we ask that he be allowed to continue on the AC?
- BS: No and yes. No, the chair does not have to be an elected director. The AC can chose from whomever on the AC. And yes, the AC could ask the Board to allow LH to continue on the AC after his term.
- LA: I re-nominate LH.
- LH: I will be prepared to act as chair up until the election.
- LA: And to clarify, we can make a recommendation later to ask the Board to allow LH to continue on the AC as 'Joe Public'.
- BS: Congratulations to LH as the new AC Chair. I now call for Vice-Chair nominations. A second call for nominations. A third call for nominations.

- LG: I nominate JC.
- JC: I will accept the vice-chair position.
- BS: Closing nominations. Let's congratulate JC as vice-chair by acclamation.

NB-3 – Chair is Larry Houley and Vice-Chair is Jim Collins

NB-4 – Technical Advisory Committee (TAC) established by Reg. Brd – March 27, 2008

- April 9th TAC Meeting Minutes (see attached) handed out and DK gave a brief summary of TAC members and briefly reviewed these minutes and discussions with the agencies relating to their original letters of response to the 1st Draft Referral. TAC was advised that AC was doing a 2nd Draft.
- DK briefly summarized each member discussion:
 - MEMPR – talked about the North Peace Resources Review Area, and discussed what the draft OCP means to this area. Discussed the 1 km setback, and they recommended rewording and suggested talking to OGC for wording.
 - MOE – concerned there were no Development Permit Areas (DPAs) around the waterways, such as Fish Creek and it was noted there used to be DPAs but they fell off. The MOE is willing to come to the AC to discuss this issue.
 - MOH – no original response from MOH. They are concerned with the 2acre lots and the Type II and Type III sewage systems.
 - MOT – expressed concern with dangerous goods routes and alternate routes. Would like to get together with the City and RD staff to discuss standards and other issues in more detail.
 - SD60 – no original response. Very interested in development around Charlie Lake area so they can complete their plans for schools.
 - City of Fort St. John – discussed development on fringe areas and how to balance the growth. Could we look at higher development standards so the areas could possibly be taken in easier in the future as necessary. Also looking at the City extensions.
 - ALC – concerned with ALR protection. Very interested in our 2nd Draft.
 - District of Taylor – look at keeping the South Taylor Management Area. Feel agriculture and residential use are important and concerned with any industrial development in the area. Also concerned with road networking.
- RK: The TAC – is this changed from before? This is new?
- DK: Yes, it's new. We didn't have one before for the 1st Draft stage.
- RK: With the ALR, did they render any comments on our exclusion proposal?
- DK: No, because they have not seen any of our changes from the 1st Draft. Because everything is going back to the 2nd Draft, they are waiting for our 2nd Draft. They didn't response to our 1st Draft changes because it was not confirmed, what to take to them and then the OCP went on hold.
- GT: I have a question about Northern Health. What do they have to do with the size of a parcel?
- DK: Because of they set the sewage requirements.
- GT: Because if you look at what comes out of the hospital. They are one of the biggest polluters in town. They went from washing dishes to Styrofoam.
- BF: It is two different departments.
- BS: Shannon Anderson and LH are working on the Solid Waste Management Plan right now to deal with those types of issues. Northern Health in respect to subdivision is the authority that dictates sewage disposal requirements.
- LG: Northern Health used to be Ministry of Health.
- KK: The thing with 2 acres is my fault. I didn't see any sense in having 4 acre parcels. Northern Health is missing something. We are not looking at new technologies. I said I'd like to see smaller lots. 4 acre lots is not manageable for elderly people. We should see more community lagoons and septics that run into it. We don't need lagoons.
- LH: This will be flushed out in later discussion.
- BS: Are there questions that you want us to take to TAC?
- DK: I'm sure issues will come up as we go through the discussion.
- MF: MOT mentioned the fringe areas in their discussion. Will this take in the road network on a

broader scale?

- DK: Yes.
- KK: What role is Urban Systems playing?
- DK: They are engineering our sewer studies and advising staff.
- RK: What is Jennifer Decker's role?
- DK: She is in the Engineering and Planning Department with the City of Fort St. John.
- LA: There is a correction to Yvonne Pearson's name.
- DK: Ok, thank you.
- BS: For example, like the MOT's concern with road networking, we as staff will be going back and discussing these issues in more detail, such as dangerous goods routes, alternate routes, and subdivision standards, etc. There will be discussion and we will bring back info to the AC to inform your discussion.

7. 2nd DRAFT ACTION PLAN AND TIME LINE

- DK reviewed the Action Plan and Time Line
- There may be a possible problem with the timeline as Urban Systems has indicated completing the technical sewage studies for June 2008. Hopefully there is no delay.
- MF: What is Meeting 2 for? Is this with the public?
- DK: Meeting 2, 3, & 4 are working meetings of the AC. The public consultation will be held later.
- DK did a brief power point presentation regarding the work plan, unresolved issues, and drive-about tours. (See slides for more detail).
- RK: For clarification, urban systems is already working on some studies for the Regional District. What are they?
- BS: A Sewer Feasibility Analysis on the Clairmont-Grandhaven and Area and Charlie Lake areas.
- KK: Not water? BS: Only sewer at this point.
- MF: Not Macleod?
- BS: Macleod was dropped off due to lack of support from the Macleod residents. The Clairmont-Grandhaven and Area has been condensed. They are looking at the existing Charlie Lake sewer system to do infilling or re-subdivision of larger lots. They are also looking at some development potential around the proposed Settlement Centre and an adjacent area for sewer development. They are also looking at some fringe joint areas with the City, ie. College Area and the Airport Road Area, north of 100th Ave, and some lands along Dangerous goods routes. These are very focused study areas.
- LH: Macleod is just not financially viable at this time due to frontage size and cost calculations. BS, Shannon Anderson, and myself have met with the engineers and we came to the conclusion that there were some areas that would be better able to be serviced financially. They also originally identified an area for sewerage that would allow an additional 9000 people.
- That was a 1st cut at their look at the whole Charlie Lake Sewer Service Area. So, we refocused on 3 areas instead of around 10. And, we asked them to look at the east side of Charlie Lake.
- DK: We need to stick to the timeline.
- KK: One more quick comment. When you open the ground for sewer, why don't we open it for sewer and water.
- BS: We will take this under consideration.
- WH: Because sewer and water must have a 3 m separation.
- MF: Doesn't this timeline seem pretty tight? But, I guess we have to have something to shoot for.
- LG: With the Drive-Abouts, I'm hoping we can do one on a Saturday.
- DK: Is anyone affected by seeding in May? Who is available and for what dates? We are missing Kim, Arlene, and Blane. I will have to talk to them.
- AC members had No major concerns with the Proposed Action Plan or Time Line at this time.

Drive Abouts:

- KK: April 29th is good for me.
- MF: I think it is important to go in one mode of transport so that all the conversation happens

together.

- GT: What do you hope to achieve with the Drive-Abouts?
 - DK: For example, we might want to look at Clairmont, to look at examples of ¼ acre lots and what they look like. Or we might want to look at an area where industrial use is backed onto residential use. Or we might want to look at some oil and gas uses next to residential use.
 - MF: I'd like to see where the city boundaries are, so I'm hoping that LA will be with us.
 - LA: I'm available for the 19th, and then again after the 30th. I would suggest May 3rd.
 - DK: I suggest we start around 10 am and go for about 4 – 6 hours. We could have a lunch break. And we will meet at the Fort St. John Regional District office.
 - BS: We had an AAC meeting today and they requested to come on the tour with us. What does the group say?
 - Yes.
 - MF: Is this the whole area that we plan to look at, or are we looking at specific issues? This is a big area. JC and I already spent a full day looking at this stuff and didn't get to everything.
 - LH: To assist you, perhaps if we go through the agenda we will have a better idea of where we are going.
 - LG: We should start covering from the closest areas and then move out from there.
- It was concluded that everyone, except George is available for the Drive-about on May 3rd, 2008.

8. WORK BEGINS....

Issues List

- DK briefly reviewed the unresolved issues list. Are we missing any issues?
- LG: If we are supposed to be providing the public with a degree of certainty in the plan, I don't think we've done this. We have talked about avoiding spot zoning, but when we have an area where we can allow someone to come in and make a Light Industrial application right in the middle of a residential area, how have we provided certainty?
- RK: This demands stronger language about how or when it is appropriate to do an OCP change or allow spot zoning. Also, the dual jurisdiction of the ALR and the RD should be clarified. I think we need to separate these jurisdictions.
- DK: Can we add this into the ALR section of issues?
- RK: Could we put this into the block exclusion section? Spot zoning could be prevented if we avoid cross jurisdiction.
- MF: I think a lot of this depends on the expectations for the City of Fort St. John. Like where do you want to have Light Industrial. But, I'm delighted the City is here at the table with us.
- DK: This question is in the Industrial issues section.
- GT: Can we differentiate between Heavy Industrial and Light Industrial in the Industrial issues section?
- KK: When you zone for Light Industrial, you need to consider that people could live on these properties. Then you have less crime rates and then you have watch dogs living in the area. In Europe, you have people living above the businesses, then you don't have a dead area.
- LA: Regarding the oil and gas issues, I think we need to look at the emergency response zones. And you have the NEB and the OGC with two completely different zones.
- KK: What is the NEB?
- LA: National Energy Board. I have a question. Is there any forest industry that has annual allowable cuts in this area?
- BS: No.
- BF: There may be wood lots in south Taylor.
- LA: But, we're not dealing with tenures being given up?
- LH: No.
- DK: MoE wanted us to add in the waterways as an issue and a Development Permit area. Does the group agree?
- MF: If you look after your water and sewer, what is your concern with lakes?

- BS: Erosion, runoff, clear cutting along lakeshore, setbacks.
- KK: We are only talking surface water and we should include the important groundwater here in the area. We don't have groundwater protection here in BC. I protected myself by putting in my agreement with the oil and gas company that my well was protected. But, a lot of people don't know to do this. I am concerned with aquifers.
- LH: We are talking about two different issues. There is surface water and groundwater.
- BF: Are we duplicating regulations if we talk about setbacks off water?
- BS: No, local government does regulate setbacks. The MoE asked why we are not protecting, for example, Fish Creek. The environmental character of it.
- LA: Isn't that their job?
- DK: MoE has taken the lead in developing a trail system along Fish Creek and is asking if we could develop policy to assist this process.
- BS: MoE reacts, and the OCP can be proactive.
- MF: I don't think we should forget about Federal Fisheries either. What about the development around Charlie Lake already?
- DK: We have a Development Permit around Charlie Lake.
- LG: So, we had a Development Permit zone, and they are asking us to put them back in?
- BS: Yes, and Scott Fraser, from MoE, said he would come and talk to us about this issue.
- KK: We have Charlie Lake as a drinking water backup for the City?
- DK: It is identified in the plan.
- KK: And the Peace River is a water source for the City, so we should identify that we don't want industry next to drinking water sources. And I don't know where Taylor puts into the River either.
- JC: The question posed was do we want to deal with stream protection, and I would say yes.
- LH: I don't want us to spend a lot of time on areas not of concern and to miss out on areas of more concern. We have ALR lands that some people want excluded and only uses as agricultural land and not zoned by the Regional District. We should exclude ALR lands that are going to be used, and the excluded lands should be managed and regulated effectively by the Regional District. Then the challenge is – do we allow home based business through out the then, and we have to deal with spot zoning and services and water protection. Many concerns have been expressed about lands closest to built up areas and people have expressed interest in excluding the lands from the ALR and then having them regulated by the Regional District. I think we should focus on these lands, and you might find that more helpful as a group.

ISSUES LIST – attached

Reduce Sprawl – 1st Issue:

- The AC was divided into two working groups to work on the 1st issue regarding 'Sprawl'.

'Reduce Sprawl' – discussion attached

9. NEXT MEETING

- DK: Before we leave, let's confirm that we will attempt to have the 2nd AC Meeting as scheduled for May 6, 2008, Tuesday. If we need to change that because of the Drive-Abouts, you will be advised.

10. TERMINATION – 10:30 pm



 Carla Eaton, Recorder



North Peace Fringe Area - Official Community Plan

2nd Draft Advisory Committee Meeting No. 2

MINUTES

Date: May 6, 2008
Time: 6:00 pm
Place: Northern Lights College – Rm. 139/140, Fort St. John, B.C.

Present: Staff: Bruce Simard, General Manager of Development Services
Debbie Kunz, Assistant Manager of Development Services
Carla Eaton, Senior Planner

Advisory

Committee: Larry Houley, Director of Electoral Area 'C'
Wayne Hiebert, Director of Electoral Area 'D'
Karen Goodings, Director of Electoral Area 'B'
Arlene Boon
George Tyler
Lloyd Gibson
Jim Collins
Katherina Keuth
Rick Koechl (joined at 6:38 pm)

1. CALL TO ORDER 6:20 pm
2. ADOPTION OF THE AGENDA AND MINUTES
 - MOVED by Lloyd Gibson, SECONDED by Jim Collins, that the 2nd Draft Advisory Committee May 6, 2008 Agenda be adopted. CARRIED
 - MOVED by Jim Collins, SECONDED by Lloyd Gibson, that April 15, 2008 Minutes be adopted. CARRIED
3. BUSINESS ARISING FROM THE MINUTES
 - DK noted that the minutes from these meetings will go onto the Regional District website once they are adopted by the committee, and reminded everyone that the Technical Advisory Committee TAC minutes have already been posted on the web.
4. CORRESPONDENCE
 - No new correspondence.
5. NEW BUSINESS
 - Comments that the Drive-about was well received and appreciated by those that went on the tour.
6. 2ND DRAFT ACTIONPLAN AND TIME LINE
 - Updated time line to add in a 5th working meeting for around June 17th, 2008, after the tentative June 3rd, 2008 (4th meeting).

7. WORK CONTINUES

- May 3rd Drive-about
 - DK asked for impressions gained from the tour with the following list compiled:
 - East side of East Bypass Road should continue to be used for agriculture
 - If this east side were to have an industrial designation – it should be limited to the east ½ of the property near the rail line
 - There are drainage, road safety, and general access problems with this area east side of city
 - It is difficult to pre-zone for HI and maybe we shouldn't try to
 - South west of City and between City and Charlie Lake. How much industrial development is needed?
 - Should concentrate industrial areas – not wide spread
 - There is not a clear separation between uses – need better segregation of uses
 - Work to service areas close to city – if 10 to 20 acres lots are only allowed beyond the areas that are serviced and close to municipal boundary, this should encourage infilling.
 - Exclude designated lands from ALR – everything except agriculture
 - Area between Charlie Lake and City – do we have a clear long range plan here
 - Reduce residential MDR and LDR up Highway 97 (N)
 - Concern regarding lagoon drainage into water sources (like Peace River)
 - In agricultural areas there should be NO subdivision and NO non-farm uses, except for the 3 permitted subdivision situations (homesite/topography/relative)
 - Reduce development on Old Hope Road
 - Highway 29 (S) seems to have a lot of residential development
 - Sprawl definition is difficult, as it can be defined differently for different areas
 - Idea of cluster development and community sewage should be a priority
 - Emphasize the use or infilling of existing subdivisions first
 - Build closer to centres
 - Do you allow 5 acre subdivisions? Does it depend on services or location? What determines neighbourhood character?
- Land Use Subdivision Sample
 - CE presented one sample ALR Subdivision report, which generated much discussion regarding the issue of ALR Block Exclusion and the reasons behind attempting to have one level of regulations on the land rather than multiple regulations. I.e. ALR Regs and Regional District Regs.
 - The second presentation of a sample OCP/Rezone report reinforced how the draft OCP policies and objectives might be used by future planners to make recommendations to the Regional Board
- Issues: Reduce Sprawl
 - DK reviewed the planners recommendations regarding Sprawl, as outlined in the agenda: Section 1.8.2
 - Draft wording to define and describe the reasons for encouraging compact development and discouraging Sprawl in the Draft OCP.
- Multiple Designations
 - Reword policies within the Residential, Settlement Centre and Industrial designations to better emphasize infilling.
 - Criteria lists under each of these designations – assist in an application proposal to guide the Board in a decision
- Section 13.13 Work Plan
 - Some discussion regarding subdivision standards – listed under the work plan as a project to be considered once the OCP is in place.

- Issues: Reduce Sprawl (continued)
 - Discussion of appropriateness of 2 acre lots and locations
 - DK reviewed the charts regarding area totals for the various designations and how the totals relate to projected or potential population estimates for these areas.

MAPPING

- Group mapping effort to translate thoughts on Sprawl to map locations and designations resulted in following group suggestions to reduce sprawl:

Map No. 1

- Change and remove designations north of 1 mile north of the 248 Road, as follows:
 - Change all designation north of the 252 Road back to agriculture designation, except for recognizing existing residential developments at at Red Creek Sub, Coffee Sub. and Wolsey Sub. – MDR
 - From 1 mile north of the 248 Road up to the 252 Road, remove the SAH designation from east of the highway and revert back to agriculture, and
 - amend the west side of the highway designations from MDR and LDR to SAH, except for recognizing existing residential developments
- Remove 9 ½ quarter sections from the west side of Tea Creek and revert back to agriculture (East ½ of 4-85-20, East ½ of 28, West ½ of 27, East ½ of 21, and West ½ of 22, all of 84-20), except for recognizing existing residential developments
- Remove the 6 quarter sections as SAH from the south end of the Old Hope Road and revert back to agriculture.
- The HDR on the east side of Charlie Lake goes back to MDR, because of sewer issues, etc.
- Remove 3 quarter sections from the west side of the LDR north of the Old Hope Road and revert back to agriculture (SW ¼ of 23, West ½ of 14, all of 84-20)
- SE ¼ of 21–84-20 to recognize recent R-4 Re-Zoning over entire quarter
 - Would like to see even more detailed topographical maps of the areas around Charlie Lake, specifically to the west.


• Issues (continued)

- Did not get to this section on :
 - Spot Zoning
 - Protect Agriculture
 - Reduce conflict between Oil/Gas and Residential Use
 - Concentrate Industrial Uses
- To discuss at future meeting, may need to adjust time line

8. NEXT MEETING – May 21st, 2008 (Wednesday)

9. TERMINATION

10:00 pm



 Carla Eaton, Recorder



North Peace Fringe Area - Official Community Plan
2nd Draft Advisory Committee Meeting No. 3
MINUTES

Date: May 21, 2008
Time: 6:00 pm
Place: Northern Lights College - Rm. 154/155, Fort St. John, B.C.

Present: Staff: Bruce Simard, General Manager of Development Services
Debbie Kunz, Assistant Manager of Development Services

Advisory

Committee: Larry Houley, Director of Electoral Area 'C'
Karen Goodings, Director of Electoral Area 'B'
George Tyler
Lloyd Gibson
Jim Collins
Katherina Keuth
Kim Phillips
Maurice Fines
Rick Koechl (joined at 6:30 pm)

- 1. CALL TO ORDER 6:30 pm
2. ADOPTION OF THE AGENDA AND MINUTES
- MOVED by Jim Collins, SECONDED by George Tyler, that the 2nd Draft Advisory Committee May 21, 2008 Agenda be adopted. CARRIED
- MOVED by George Tyler, SECONDED by Jim Collins, that May 6, 2008 Minutes be adopted. CARRIED
3. BUSINESS ARISING FROM THE MINUTES
- No new business.
4. CORRESPONDENCE
- No new correspondence.
5. CORRESPONDENCE
- No new correspondence.
6. NEW BUSINESS
- Possibly there should be some lands designated in this OCP for All-terrain Vehicle Use. (as reiterated at the June 3rd, 2008 AC meeting)
- If there was some sort of park land or space set aside for this type of use then this might avoid land use conflicts. This kind of a park could be compared to a 'Skate Board Park'.
- It was suggested that this could be reviewed in the proposed "Parks Master Plan" which is referenced in the Draft OCP under Section 13.
- It was agreed that 'All Terrain Recreational Vehicle Use' be added to the list of issues to be covered

MA-9

by the proposed 'Parks Master Plan'.

- It was noted that if such areas were developed, then 'enforcement' should also be part of this overall Parks Plan.

7. **2ND DRAFT ACTION PLAN AND TIME LINE**

- June 3rd, 2008 is the date for the 4th meeting.
- June 17th remains to be tentative, as it is unknown when the 'sewer costing project's' will be completed for the committee's review.

8. **WORK CONTINUES** – the following Issues were discussed, with common direction summarized:

SPOT ZONING

What is meant by the phrase 'Spot Zoning'?

- Spot Zoning, is a result of a lack of planning – changing zones without looking into the future;
- Spot Zoning is an inefficient use of land;
- Spot Zoning occurs when a property zone is changed which is different from the surrounding properties and it does not fit with other uses in area;
- ie. A land parcel is re-zoned for Industrial, within a Residential area; or
An area of land is re-zoned for Residential, within an Agricultural area (intrusion)
- A proposed Use that does not conform to the OCP land use designations is not carefully assessed or measured against the criteria list which should guide the land use decision
- Public is unaware of re-zoning process and opportunity to 'support or dispute' the proposed zoning change

Pros and Cons related to: Spot Zoning

Pros – Advantages	Cons – Disadvantages
May allow flexibility in zoning to accommodate a different use	Different uses may cause direct conflicts or interference with existing land use
Change in zoning may provide developer with lower taxes in rural area vs. urban area	Conflicts with different/incompatible uses may increase taxes
Energy efficient, closer to work, transportation and services	Confusion to what type of land use is best
Encourage opportunity	

How should 'Spot Zoning be Managed?

- Proposals which are consistent with OCP should be a priority;
- Only consider different land uses in instances where it may benefit community by providing needed services, ie. New school, store, recreational use, employment
- Focus on 'infilling' of existing uses
- Consider potential adjacent impacts or conflicts
- Consider health and safety of public – proximity of noxious or dangerous uses.
- Consider services such as, infrastructure and transportation, availability to proposal
- Direct specific public uses to Settlement Centre areas
- More timely reviews of OCP's (every 5 years vs. 14) in order to avoid creating spot zoning situations.

PROTECT AGRICULTURE

How should Agriculture lands be protected within the scope of OCP?

- Consider CLI (Canada Land Inventory) rating and agricultural potential before converting to other land use
- Do not use agricultural lands for residential subdivision
- Focus development to Non-ALR lands

MA.9

~~Use lands with CLI ratings of Class 5, 6 and 7 for Non-farm use~~

- ~~Lands having an Agricultural Soil Capability rating of Class 5C should be added to the list of agriculture lands to be protected within the NPFA-OCP.~~

JK (as amended at the June 3rd, 2008 AC meeting)

~~Exclude lands from ALR if not being used for agricultural purposes (pay non-agriculture taxes)~~

- ~~Exclude lands from the ALR if NOT designated Agriculture or Small Agriculture Holding in the NPFA-OCP.~~

JK (as amended at the June 3rd, 2008 AC meeting)

- Limit subdivision of agriculture land in 3 cases on a one time only basis:

- a) family member, as per Sec. 946 of LGA
- b) homesite severance for a retiring farmer
- c) allow for subdivision of lands severed by a topographical, road or rail constraint

- Allow for ¼ Section subdivision down from ½ section parcel

What agricultural lands should be protected?

- Agricultural land types range from fertile to non-fertile, therefore, preserve productive lands for agriculture use having CLI Ratings of Class 1, 2, 3 & 4
- ALR lands should only be used for agricultural development
- SAH (Small Agricultural Holding) designated parcels should remain within the ALR, based on their potential for being used for the purpose of 'intensive farming'

~~All Non-farm use Applications should be reviewed and considered by the Regional District.~~

- That the Regional District defer to Agricultural Land Commission on all Non-farm Use Applications.

JK (as amended at the June 3rd, 2008 AC meeting)

- Apply for ALR Block Exclusion of all lands identified for non-agricultural use and development.
- Enforcement – How do we deal with infractions?

REDUCE OIL/GAS CONFLICT

What key principles should guide Regional Board consideration of Oil/Gas development?

- Become more pro-active ie. Deferred tenure areas to be included into the OCP
- Treat Oil and Gas uses the same as any other Non-farm uses
- All ALR Non-farm Use Applications should be filed by land owner
- Consider Public Health/Safety benefits as a priority vs. impacts
- Industry should be held liable for any negative impacts to environment or residents
- Focus on conflicts within residential areas – least intrusive to land use ie. Agriculture
- Where practical align O&G activities with other land use development ie. Use of roads (recognize existing uses and work towards a co-existence)
- Impacts on roads be minimized
- Protect ground water
- Establish a designated pipeline network

Does Draft OCP communicate residents concern about impact between oil and gas activities and residents? If not how can OCP better communicate these concerns.

- Create a specific Section in OCP to identify the Boards desired objective to be achieved in relation to Oil and Gas issues & concerns to protect public's health and safety
- Use best possible technology or pursue best practices to mitigate impacts, when locating Oil/Gas activities or facilities close to public facilities and residents.
- It was agreed that the New wording suggested by the AAC in December 2007 was preferred over an absolute measurement ie '1 km setback'.
- Policy No. 5 under Section 1.6.2 – reconsider wording "where practicable"
To request that the Provincial government retain the "North Peace Resource Review Area" as a

Non-disposition area, to protect the high community values as planned for and depicted by the future residential designations in this OCP. And further, where practicable, review and identify potential existing tenures within the area for non-renewal upon expiration, as referenced on Appendix 2 'North Peace Resource Review Area' map.

CONCENTRATE INDUSTRIAL USE

Where is appropriate location for Light and Heavy Industrial?

How much land should be identified for this use?

Where should Heavy Industrial use be permitted?

- Develop an Industrial Land Use Study to identify potential sites for future Industrial uses within a specific radius area within the North Peace area.
- Partner with such stakeholders as the City of Fort St. John, District of Taylor, Agricultural Land Commission, Economic Development Commission, Crown Lands, Ministry of Environment, and Ministry of Transportation.
- Define various levels of Industrial uses and create a Criteria list of suitable characteristics for industrial use which may include the following:
 - a) Proximity to rail and highway
 - b) topography and soil type
 - c) Taxable land base concerns
 - d) Environmental impacts
 - e) Availability to utilities ie. power, telephone, etc.
- Infill existing industrial areas
- Better define the different Industrial levels and the uses allowed within each designation
- Agreed that Heavy Industrial (HI) was NOT to be located on East side of City of FSJ

Light Service Industrial (LSI) located southwest of City of FSJ should be:

- a) reduced in size and changed back to Agriculture or consider placing it into a Land Bank until such time as the Industrial Land Study is completed and more suitable areas identified
- b) notify affected land owners of CHANGE to Draft OCP
- c) recognize existing industrial zoned lands

9. **NEXT MEETING** – June 3rd, 2008 (Tuesday)

10. **TERMINATION**

10:00 pm


Debbie Kunz, Recorder

CA-1

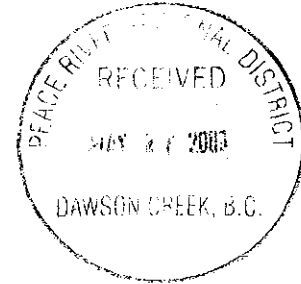
Consent
Kim F
& SA

Local Government Program Services

...programs to address provincial-local government shared priorities

UNION OF
BRITISH
COLUMBIA
MUNICIPALITIES

May 20, 2008



Administration provided
by UBCM

Chair Karen Goodings and Board
Peace River Regional District
Box 810
Dawson Creek, BC, V1G 4H8

Funding provided by:
Province of B.C.

**RE: 2008 WEST NILE VIRUS RISK REDUCTION INITIATIVE
APPLICATION**



**BRITISH
COLUMBIA**

The Best Place on Earth

Dear Chair Goodings and Board:

For program
information, visit

We are pleased to advise you that your joint application for funding through the 2008 West Nile Virus Risk Reduction Initiative granting program is now approved in the amount of \$7,699.90. The total amount available is \$11,438.09, due to an unspent balance of \$3,739.09, which has been retained by Peace River Regional District to be carried forward from 2007 West Nile Virus Initiative funding.

www.civicnet.bc.ca
under
Programs & Services

**Local Government
Program Services**

A cheque for \$ 5,774.93, representing 75% of the 2008 grant amount will follow. The balance will be forwarded on receipt of a satisfactory final report. UBCM is administering this program, and funding has been provided by the Ministry of Health, Province of British Columbia.

LGPS Secretariat

Municipal House
545 Superior St
Victoria BC V8V 1X4

If you have any questions or concerns regarding this correspondence, please contact Cynthia Kinney, Administrative Assistant at 250-356-5134.

Phone: 250 356-5134
Fax: 250 356-5119

Sincerely,

Sue Clark,
Program Officer

PC: Shannon Anderson, General Manager of Environmental
Services

JUN 12 2008

303

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CA-2



File: 30350-20/BSLP-10

Ref: 97682



May 20, 2008

Karen Goodings, Chair
Peace River Regional District
Box 810
1981 Alaska Ave
Dawson Creek BC V1G 4H8

Dear Ms. Goodings:

I am writing to advise you that Babkirk Land Services Inc. (Proponent) submitted its Application for an Environmental Assessment Certificate (Application) for the proposed Babkirk Secure Landfill Project (Project) to the Environmental Assessment Office (EAO) on January 22, 2008. EAO, with the participation of a working group composed of local government, provincial government and First Nations representatives, screened the Application and agreed that it contains the information specified in the approved Terms of Reference and that the Proponent's past and proposed consultation programs were acceptable. On February 21, 2008, EAO informed the Proponent that the Application was accepted for formal review.

The legislated time limits of the BC *Environmental Assessment Act* provide up to 180 days for EAO to complete the detailed review of the Project and prepare an Environmental Assessment Report for provincial ministers. This means EAO currently plans to complete the environmental assessment by November 12, 2008.

.../2

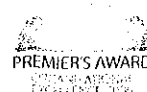


Environmental Assessment Office

Office of the Associate Deputy Minister

Mailing Address:
PO Box 9426 Stn Prov Govt
Victoria BC V8W 9V1

Location:
1st Fl - 836 Yates St
Victoria BC V8W 1L8



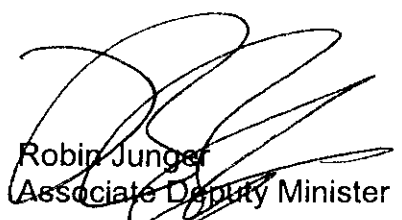
JUN 12 2008

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CA-2

If you have any questions about the Project, please contact David Parsons, Project Assessment Manager, at (250) 356-5311 or by email at David.C.Parsons@gov.bc.ca.

Yours truly,



Robin Junger
Associate Deputy Minister

pc: David Parsons

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CA-3



File: 30350-20/PSLP-10

Ref: 97681

May 21, 2008

Karen Goodings, Chair
Peace River Regional District
Box 810
1981 Alaska Ave
Dawson Creek BC V1G 4H8

Dear Ms. Goodings:

I am writing to advise you that Doig River Environmental Limited Partnership (Proponent) submitted its Application for an Environmental Assessment Certificate (Application) for the proposed Peejay Secure Landfill Project (Project) to the Environmental Assessment Office (EAO) on February 14, 2008. EAO, with the participation of a working group composed of local government, provincial government and First Nations representatives, evaluated the Application and found that it did not contain all the information specified in the approved Application Terms of Reference. After the Proponent had revised and re-submitted the Application, EAO re-evaluated the Application and determined that it was now complete and that the Proponent's past and proposed consultation programs were acceptable. On May 12, 2008, EAO informed the Proponent that the Application was accepted for formal review.

The legislated time limits of the BC *Environmental Assessment Act* provide up to 180 days for EAO to complete the detailed review of the Project and prepare an Environmental Assessment Report for provincial ministers. This means EAO currently plans to complete the environmental assessment by November 17, 2008.

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**Environmental
Assessment
Office**

Office of the
Associate
Deputy Minister

Mailing Address:
PO Box 9426 Strn Prov Govt
Victoria BC V8W 9V1

Location:
1st Fl - 836 Yates St
Victoria BC V8W 1L8



JUN 12 2008

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If you have any questions about the Project, please contact David Parsons, Project Assessment Manager, at (250) 356-5311 or by email at David.C.Parsons@gov.bc.ca.

Yours truly,



Robin Junger
Associate Deputy Minister

pc: David Parsons

JUN 12 2008

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CA-4

Ref: 126891

May 30, 2008

By Fax - 250 784-3201

Ms. Karen Goodings, Chair
and Members of the Board
Peace River Regional District
Box 810
Dawson Creek, BC V1G 4H8

Dear Chair Goodings and Board Members:

I am pleased to inform you that the 2008/09 Regional District Basic (RDB) Grant of \$141,000 for the Peace River Regional District will be electronically transferred to your account on May 30, 2008.

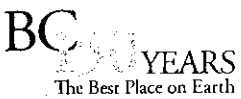
In 2005, Honourable Gordon Campbell, Premier, committed to doubling the Small Community Grants and the RDB Grant programs over four years. The 2008/09 RDB Grants will increase by 17 percent to \$3.8 million. The final increase to the unconditional grant program in 2009/10 equates to a total of \$2.3 million in additional funding provided to regional districts.

In 2006, a new formula was established to double the unconditional grant program. Modifications to funding increments were made, as well as a move to three-year average population estimates. The local community commission administration portion was also increased. Additionally, electoral area population was added as a new component to the formula, and has been phased in over three years with 60 percent and 100 percent of the increase being distributed in 2008 and 2009, respectively.

Sincerely,

Ida Chong, FCGA
Minister

JUN 12 2008



CA
Consent
NEPC

CA-5

BChydro

FOR GENERATIONS

5 June 2008



Mr. Tim Canton
Chair, Northeast Invasive Plant Committee
Peace River Regional District
Box 810
Dawson Creek, BC V1G 4H8

Dear Tim:

Thank you for your letter dated June 3, 2008 requesting BC Hydro and Power Authority "steam clean" all equipment involved in any site work at the Site C location before the equipment moves to other areas in the BC Peace region to reduce the potential for invasive plant seed being spread.

BC Hydro takes your concerns very seriously and wants to work cooperatively with the Peace River Regional District to prevent the spread of invasive plants. In this regard I have forwarded your letter to the Site C project engineering and environmental leads on June 5, 2008 for their review and consideration.

If you have any further questions or concerns, please contact me on (250) 785-3415.

Sincerely,

Dave Conway
Community Relations Manager
Site C Project

JUN 12 2008

309

Consent

Symon Taube

From: Minister, SBR SBR:EX [SBR.Minister@gov.bc.ca]
Sent: Tuesday, June 10, 2008 11:27 AM
Subject: Notes from the desk of Rick Thorpe



CA-6

Notes from the desk of Rick Thorpe ...

Today British Columbia has launched **Straightforward BC: Regulation, Clear and Simple**, a progress report on our government's drive to reduce red tape, and a commitment to a zero net increase in government regulations through 2012.

We commit to holding the line on red tape, with our goal of ensuring any new regulations are clear and easy to understand. For every new regulation introduced over the next four years, one or more unnecessary regulations will be cut.

Our past successes inspired us to establish our new target of a zero net increase through 2012. In 2001 when Premier Gordon Campbell initiated regulatory reform, the goal was to reduce government red tape by one third over three years – a target we met and exceeded. Working in partnership with British Columbians we have reduced the regulatory count by 42.6 per cent – having seen more than 163,000 unnecessary regulations cut in only six years!

The benefits of regulatory reform are not limited to small business owners; every citizen benefits when government forms and processes are streamlined and simplified. As an example the child care subsidy form was streamlined so British Columbians who need a helping hand can now get it much more quickly, without having to wade through pages of bureaucratic forms and red tape.

Cutting red tape is all about saving you time. We know if government gets out of the way then British Columbia's entrepreneurial spirit will soar. When businesses are thriving, jobs are created and the economy grows. And we've seen first hand in British Columbia that a strong, vibrant economy allows for record investments in vital public services like health care and education.

The combination of the province's regulatory reform model and significant personal and small business tax reductions has helped transform British Columbia into Canada's most business friendly province and, indeed, the best place on earth.

JUN 12 2008