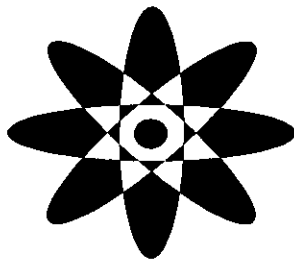


**PEACE RIVER REGIONAL DISTRICT**

**ADDITIONS TO THE AGENDA**

**July 10, 2008**



**PEACE RIVER REGIONAL DISTRICT**

**ADDITIONS TO THE AGENDA**

**for the July 10, 2008 Board Meeting**

**CORRESPONDENCE:**

- C-4 July 2, 2008 letter from Premier Campbell regarding meeting with Ministers during the Union of BC Municipalities convention in September.
- C-5 June 27, 2008 invitation from Dr. Jago, Chairman, and Cathy Ulrich, CEO, Northern Health to the "Shaping Our Future" stakeholder meeting scheduled for July 24, 2008 in Fort St. John.

**REPORTS:**

- R-10 July 8, 2008 report from Faye Salisbury, Corporate Officer regarding Local Elections Legislations Amendments; Elections By-law Request for Direction.

**BY-LAWS:**

- B-4 Additional Item:
  - d) Sketch plan for Brian Honing showing proposed subdivision.



C-4

July 2, 2008

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



Dear Chair Goodings and Board Members:

I am looking forward to this year's UBCM Convention: "*BC Moments: Cool...Warm...Smart*". As we celebrate British Columbia's 150<sup>th</sup> anniversary, it is a great time to reflect and to look ahead.

The partnerships we are building with leading municipalities across our province are essential to strengthening communities, and maintaining and improving the quality of life and standard of life of all those we serve.

As we confront a changing world, British Columbia is leading the country with new revenue sharing arrangements, new partnerships and renewed vigour. Through working together, we have made record investments in housing, transportation and policing. New regional centres are becoming a focus of education, business, economic and social development. We have come a long way and the results are very encouraging.

Please be sure to send in your thoughts on the Towns for Tomorrow, LocalMotion and Spirit Square initiatives that were launched at the UBCM Convention in 2006. We want to hear from you, work with you and join with you in making your community an even better place to live.

If you would like to request a meeting with a Minister on a specific issue during this year's convention, please fill out the on-line form at [www.corporate.gov.bc.ca/UBCM/](http://www.corporate.gov.bc.ca/UBCM/). The invitation code is **MeetingRequest2008**. If you have any questions, please contact my UBCM Meeting Request Coordinator, Katherine Bergen at 604-775-1600.

I look forward to seeing you at the 2008 UBCM Convention.

Sincerely,

Gordon Campbell  
Premier

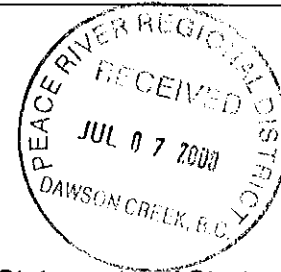
ps: Please join us at the Government of BC Reception to be held on Wednesday, September 24<sup>th</sup> from 5:00 p.m. to 6:30 p.m. at the Penticton Trade and Convention Centre.



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Reg  
Boards  
Addition  
Items



C-5

June 27, 2008

**RE: "Shaping Our Future": Updating Northern Health's Mission Statement and Strategic Direction**

You are invited to participate in our upcoming "Shaping Our Future" stakeholder meeting, taking place on July 24th from 4:00 to 6:00pm at North Peace Cultural Centre in Fort St. John.

This discussion is part of a consultation we are currently undertaking with our employees and Northern physicians. This process is focused on bringing our health region's Vision, Mission and Values up to date. In 2003 our Board developed these original guiding statements to provide direction to our management and staff. Since then, we have matured as an organization and the issues we face today are different than those of five years ago.

As part of this consultation, we would like to provide you with an opportunity to give feedback on our current mission statements, as well as the priorities and strategic direction of Northern Health. If you are unable to attend the July <sup>24th</sup> meeting, you are welcome to provide input via an online survey at [www.northernhealth.ca/About/Questionnaire.asp](http://www.northernhealth.ca/About/Questionnaire.asp).

**If you are planning to attend the stakeholder meeting, please RSVP by July 11th** to the Executive Assistant at 250-262-5204

Consultation questions will include:

- What does Northern Health exist for? What is our purpose? (*Our Mission*)
- What does a bold and successful future look like for Northern Health? (*Our Vision*)
- What are the beliefs and behaviors that will guide how we do our work? (*Our Values*)
- What are the critical few things we need to focus on in the coming years to be successful? (*Our Strategic Priorities*)

If you have any questions about this consultation or would like more information, please contact the Executive Assistant at 250-262-5204. You can also email [shapeourfuture@northernhealth.ca](mailto:shapeourfuture@northernhealth.ca)

We look forward to hearing your ideas for the future and how we can better work together to improve the health of northern residents.

Dr. Charles Jago, Chairman

Cathy Ulrich, CEO

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# PEACE RIVER REGIONAL DISTRICT

## R E P O R T

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TO: Board and Directors  
FROM: Faye Salisbury, Corporate Officer  
DATE: July 8, 2008  
RE: Local Elections Legislation Amendments; Elections By-law Request for Direction

---

Staff is drafting a new Elections By-law to be placed on the Board's agenda for consideration at the July 24, 2008 Board meeting; however, we require direction from the Board on several issues in order to prepare the by-law.

### RECOMMENDATION 1:

#### **Mail Ballot Voting**

That the Regional Board authorize registration and voting by mail for those electors who meet the following criteria:

- a) those persons who have a physical disability, illness or injury that affects their ability to vote at another voting opportunity;
- b) persons who expect to be absent from their jurisdiction on general voting day and at the times of all advance voting opportunities.
- c) persons who reside within the voting jurisdiction but more than 90 kilometres from the closest polling station at which they are entitled to vote.

### RECOMMENDATION 2:

#### **Number of Nominators**

That the number of nominators required to nominate a candidate be set at two.

### RECOMMENDATION 3:

#### **Advance Poll Dates**

Option 1 *If the Board elects to offer mail ballot voting:*

That the second required advance poll date be held on the eighth (8<sup>th</sup>) day before general voting day.

**or:**

Option 2 *If mail ballot voting is not accepted:*

That the second required advance poll date be held on the seventeenth (17<sup>th</sup>) day before general voting day.

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Department Head

CAO

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**RECOMMENDATION 4:**

**Voting Day Registration**

That persons may register as an elector only at the time of voting.

**RECOMMENDATION 5:**

**Order of Names on Ballot**

That the names of the candidates on the ballot be arranged alphabetically by surname.

**RECOMMENDATION 6:**

**Scrutineers**

That the Regional Board allows one scrutineer for each candidate for each ballot box in use at a voting place to be present at the voting place.

**RECOMMENDATION 7:**

**Determination of Result if Tie Vote**

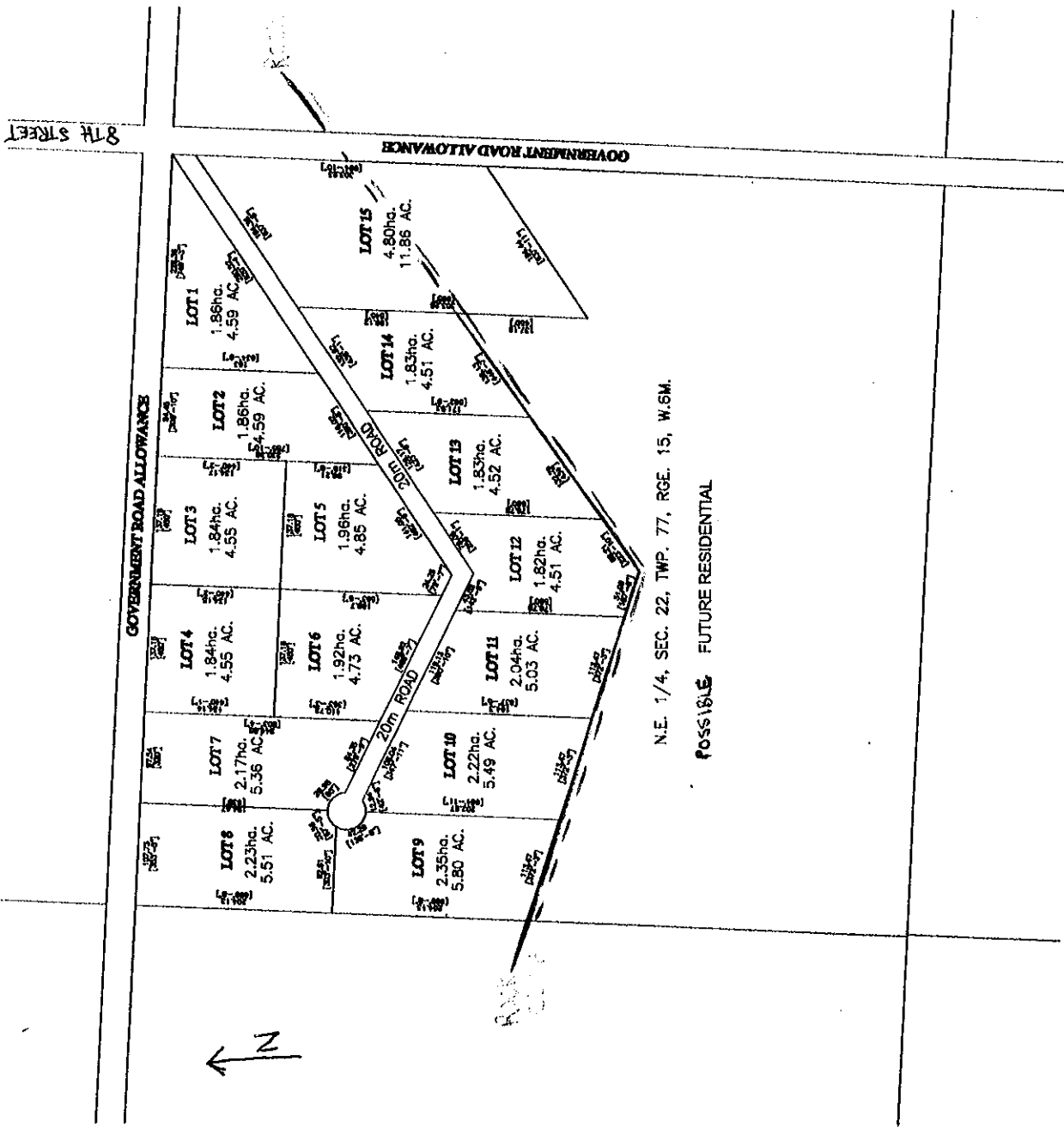
That, in the event of a tie vote after a judicial recount, the tie to be resolved by lot.

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B-4d

SKETCH PLAN FOR BRIAN HONING  
SHOWING  
PROPOSED SUBDIVISION  
WITHIN  
N.E. 1/4, SEC. 22, TWP. 77, RGE. 15, W.6M.



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**PEACE RIVER REGIONAL DISTRICT**

**CONSENT CALENDAR**

**Items to be received for information.**

**July 10, 2008**

**PEACE RIVER REGIONAL DISTRICT**

**CONSENT CALENDAR**

**for the July 10, 2008 Board Meeting**

**MINUTES:**

MA-1 Agriculture Advisory Committee Meeting Minutes of June 17, 2008.

MA-2 Electoral Area Directors' Committee Meeting Minutes of June 19, 2008.

**CORRESPONDENCE:**

CA-1 *May/June 2008 Tidbit Exchange from the Municipal Insurance Association of BC.*



PEACE RIVER REGIONAL DISTRICT  
Agriculture Advisory Committee  
Meeting Minutes

MA-1

DATE: Tuesday, June 17, 2008  
TIME: 10:00 a.m.  
PLACE: Regional District offices, Dawson Creek, BC

PRESENT: Director Wayne Hiebert, Electoral Area 'D', Meeting Chair  
Director Larry Houley, Electoral Area 'C'  
Frank Breault, Member at Large – South Peace  
Jill Copes, Peace River District Women's Institute  
Ruth Veiner, Peace River District Women's Institute (Alternate)  
Maurice Fines, North Pine Farmer's Institute  
Judy Madden, Peace River Regional Cattlemen's Association  
Margrit Leuenberger, BC Grain Producers Association  
Katharine Keuth, Member at Large – North Peace

**Guest**

Dennis Meier, Invasive Plant Program Contractor

**Staff**

Bruce Simard, General Manager of Development Services  
Suzanne Garrett, Corporate Services Coordinator

1) Call to Order The Chair called the meeting to order at 10:10 a.m.

**ADOPTION OF THE AGENDA:**

2) Adoption of the Agenda **MOVED** by Ruth Veiner, **SECONDED** by Jill Copes, that the Agriculture Advisory Committee Agenda for the June 17, 2008 meeting including New Business and Additional Items for the agenda, be adopted as amended.

CARRIED.

**Minutes**

M-1 Agriculture Advisory Committee Meeting Minutes of April 15, 2008

**Delegation:**

D-1 Dennis Meier, Invasive Plant Contractor regarding R-5

**Correspondence:**

C-1 April 17, 2008 letter from the Ministry of Agriculture and Lands regarding the February 14, 2007 Agriculture Advisory Committee Workshop.

**Reports:**

- R-1 May 30, 2008 report from Bruce Simard, General Manager of Development Services regarding a comparison of Regional District and Agricultural Land Commission decisions for Agricultural Land Reserve applications for the period of 2006 to 2008.
- R-2 May 30, 2008 report from Bruce Simard, General Manager of Development Services regarding billboard signs within the Agricultural Land Reserve.
- R-3 May 30, 2008 report from Wayne Hiebert, Chair, regarding the status of the April 15, 2008 Agriculture Advisory Committee recommendations forwarded to the Regional Board.
- R-4 May 29, 2008 report from Wayne Hiebert, Chair, regarding Committee appointments.
- R-5 June 16, 2008 report from Director Karen Goodings, regarding alfalfa seed containing weed seeds.

MA-1

**Adoption of the Agenda:** (continued)

2) Adoption of the  
Agenda  
(continued)

**Reports:** (continued)

R-6 Rural Road issues and concerns identified by the AAC for discussion with the Ministry of Transportation.

**New Business:**

NB-1 BC / Alberta Trade, Investment and Labour Mobility Agreement

NB-2 Disposal well

NB-3 School District No. 60 Geothermal pilot project

3) Vary the  
Agenda

MOVED by Jill Copes, SECONDED by Margrit Leuenberger,  
that the agenda be varied in order to deal with Item R-5 at this time.

CARRIED.

4) R-5  
June 16, 2008  
report re: alfalfa  
seed containing  
weed seeds

A local producer in the North Peace area purchased alfalfa seed then realized that the seed contained weed seeds, namely Kochia, Lambs' Quarter and Red Pigweed.

The producer returned the seed and advised the vendor that the seed contained weeds seeds that are not common to the Peace Region, especially Kochia which has been designated as a "noxious weed" under Part II – (Regional) of the Provincial Noxious Weed List.

Mr. Meier advised members that seed sold at elevators must have a Certificate of Analysis. The main concern is that local elevators bring in seed from other Provinces, i.e. Alberta who have different regulations regarding weed seeds. Alberta grows Kochia and do not consider it a weed, in Ontario it is Scentsless Chamomile. The Canada Seed Act is regulated by the Federal government, seed must be clean to acceptable standards in the Province where it is grown. A limited amount (percentage) of weed seeds are permissible. It was noted that the Canada Food and Inspection Agency (CFIA) is responsible for monitoring. There are no checks or balances from the producer growing the seed to the seed house. For producers the bottom line is the price of seed.

It was also noted that there are no Provincial or Federal regulations on bird feed or lawn seed, which contain weed seeds, i.e. black thistle.

It was felt that there is a need for continuity between Provinces, the CFIA needs to monitor closer.

It was suggested that a letter be forwarded to the Oil and Gas Commission requesting that they use clean seed mixtures in their seeding programs – ensure seed does not contain weed seeds listed in the Provincial primary and secondary noxious weed lists. Members were advised that the Oil and Gas Commission has been working co-operatively with the Regional District's Northeast Invasive Plant Committee.

It was felt that the Canada Seed Growers Association should be advised of the issue. Seed must be cleaned pursuant to the Canada Seed Act.

MOVED by Katharine Keuth, SECONDED by Frank Breault,  
that the Agriculture Advisory Committee recommend to the Regional Board that a letter be forwarded to the Oil and Gas Commission encouraging the Commission to purchase seed from local producers and to ensure seed analysis certificates are obtained, for use in site rehabilitation/reclamation.

CARRIED.

4) R-5  
(continued)

It was noted that as a requirement under the Federal Canada Seed Act a vendor must provide a Certificate of Analysis to the individual purchasing seed. However this is not being enforced. Mr. Meier advised that seed lots can contain different weed seeds. If a producer is not satisfied with the types of weed seeds contained in the seed he can request a different seed lot with corresponding certificate of analysis.

MOVED by Judy Madden, SECONDED by Maurice Fines,  
that the Agriculture Advisory Committee recommend to the Regional Board:

- a) that a letter be forwarded to the Canada Food Inspection Agency (CFIA) outlining concerns with the levels and types of weed seeds allowed in seed lots and inquire what steps can be taken to ensure that seed lots containing weed seeds listed on the Provincial Weed List as a Primary or Secondary weed do not enter the Peace River region; and
- b) that a letter be forwarded to the CFIA requesting enforcement of the Canada Seed Act to ensure that all seed vendors provide a certificate of seed analysis for each lot upon every sale, so that producers may make the choice on the lot they wish to purchase; and
- c) that letters be forwarded to local seed vendors advising them of the concerns regarding primary and secondary noxious weed seeds in seed lots, and request the placement of a poster clearly listing the weeds on the Provincial Weed List - Part II - Regional in a prominent location, to aid producers with their choice of seed lots when purchasing.

CARRIED.

Mr. Meier left the meeting at 11:00 a.m.

**MINUTES:**

5) M-1  
Ag. Adv. Cmte.  
Mtg. Min. of  
April 15, 2008

MOVED by Jill Copes, SECONDED by Katharine Keuth,  
that the Agriculture Advisory Committee Meeting Minutes of April 15,  
2008 be adopted.

CARRIED.

**CORRESPONDENCE:**

6) C-1  
re: AAC workshop

MOVED by Ruth Veiner, SECONDED by Judy Madden,

- a) that the Agriculture Advisory Committee recommend to the Regional Board that a letter be forwarded to Mr. Bert van Daltsen, Manager, Strengthening Farming Program suggesting that three or four Regional Workshops be held throughout the Province to foster increased participation at Agriculture Advisory Committee Workshops; and
- b) that the management of water in the Province of BC, i.e. lack of/or no protection for water users, depletion of aquifers, be suggested as a topic for discussion at the Workshops.

CARRIED.

It was suggested that the regions utilized by the Agricultural Land Commission for its panels, i.e. North Panel, Central, etc., be used to determine areas to schedule the three or four regional workshops.

**REPORTS:**

7) R-1  
 re: ALR applications  
 Committee members reviewed the comparison between Regional District and Agricultural Land Commission (ALC) decisions on ALR applications from 2006 to May 9, 2008, noted below:

ALR applications		PRRD				ALC			
		Refused by RD	No Comment by RD	Supported by RD	O/S decision by RD	Approved by ALC	Alternate approval by ALC	Refused by ALC	O/S
17	Exclusions			17		12	2	3	
2	Inclusions			2		2			
27	Non-Farm Use	1	5	20	1	17	1		8
6	Non-Farm Use & Subdivision			6		1	1	2	2
106	Subdivision	6		96	4	35	8	33	24
<b>158</b>		<b>7</b>	<b>5</b>	<b>141</b>	<b>5</b>	<b>67</b>	<b>12</b>	<b>38</b>	<b>34</b>

8) R-2  
 re: billboard signs on ALR  
 At the March 21, 2007 the Committee discussed billboard signs being erected on Agriculture Land Reserve lands. The Agriculture Land Commission has indicated that billboard signs are not an issue for the Commission and are not pursued as a priority enforcement matter.

9) R-3  
 re: Chair's report  
 The Committee reviewed the status of meeting recommendations forwarded to the Regional Board.

10) R-4  
 re: AAC appointments  
 Members were advised that representation from the agriculture industry to the Northeast Invasive Plant Committee meetings has become very sparse. It is felt that agricultural lands are being forgotten as the Invasive Plant Program is based on complaints – vacant lands are not addressed if there is a weed problem unless a complaint is received.

MOVED by Jill Copes, SECONDED by Ruth Veiner, that the Agriculture Advisory Committee recommend to the Regional Board that recommendations from the Northeast Invasive Plant Committee be provided to the Agriculture Advisory Committee for information.

CARRIED.

11) Recess: The meeting recessed for lunch 11:50 a.m.

12) Reconvene: The meeting reconvened at 12:30 p.m.  
 Director Houley left the meeting at 12:30 p.m.

13) R-6  
 re: rural road issues  
 Members were advised that the Ministry of Transportation could not attend the meeting to discuss rural road issues. Concerns identified by Committee members are as follows:

- dust abatement, 210 Rd. has no gravel and is very slippery when wet
- Regional Transportation Advisory Committee (RTAC) membership comprised mostly of industry
- highway to Prespatou was re-paved without shoulders
- roads should be upgraded for agriculture, grain trucks travelling on very narrow roads, ditches should be mowed and brush removed - should use an angle mower
- width and depth of road bed to ditches is a hazard

**Reports:** (continued)

13) R-6  
(continued)

- MOVED by Katharina Keuth, SECONDED by Frank Breault,
- a) that the Agriculture Advisory Committee recommend to the Regional Board that the following list of rural road issues be forwarded to the Regional Transportation Advisory Committee requesting a response to the concerns; and
  - b) that the list of rural road issues be forwarded to the Ministry of Transportation with an invitation to attend the next Agriculture Advisory Committee meeting to discuss the issues:
    1. Ditches - many ditches need to be excavated again for better drainage, they should be clear of brush and tall grass
    2. Paving - paving existing rural road very good idea, but why are some roads built so narrow, hardly any shoulders and some end with very steep embankments.
    3. Industrial use has all but destroyed the road beds. Most rural roads were not constructed for the increased traffic or weight of traffic using them now.
    4. Local contractor not required to do grading as needed - some roads need to see the grader more often, usually nothing done until the road is impassable for an ordinary passenger vehicle (anything without 4 wheel drive) and/or the complaints finally are enough they have to get out there
    5. Lack of meaningful gravel schedule - some roads travelled daily have not seen any new gravel since they were built – some 30 to 40 years ago...the only reason these roads are useable now is the local residents stayed off them during the worst wet conditions or spring breakup - logging took place only in the winter season. As this is not so with today's industrial traffic any gravel that remained on these roads has been long since pushed into the clay base.
    6. The width of the secondary (gravel) roads in this area is not set up for heavy industrial use - safety is a real concern. Instead of widening the roads the government is allowing oil companies to high grade (reducing the existing width and making steeper ditches) some of the heavier used roads, trading a little road work and gravel for public (resident) safety.
    7. Fence lines and ditches are allowed to grow full of brush – some branches actually hang over the roadway tearing antennas and scratching paint. Again a safety issue...no chance to spot that moose/elk/deer/neighbour's child before it is already on the road. This is not only on the back roads, many highway ditches are full of brush.
    8. Lack of dust control - roads are clay silt for the most part, little gravel...shale breaks up...impossible to see anything when meeting or following traffic – accident waiting to happen.

MA-1

**Reports:** (continued)

- 13) R-6  
(continued)
9. Ditching – should be more important – results in less road damage, lower cost, increased safety and less damage of farm property.
  10. Roads, as indicated on the map, should be paved due to increased oil and gas traffic.
  11. April 21, 2008 letter from Frank Breault regarding Road 227.
  12. Request Oil and Gas Commission to respect the Litter Law.

CARRIED.

MOVED by Frank Breault, SECONDED by Ruth Veiner, that the Agriculture Advisory Committee recommend to the Regional Board that a letter be forwarded to the Ministry of Transportation advising that the state of rural roads influence agriculture use, i.e. roads are not fully functional and producers are hauling under loaded as roads are too narrow and request that the Ministry of Transportation bring main farm market roads up to the standard 100% legal load capacity year round.

CARRIED.

**NEW BUSINESS:**

14) NB-1  
TILMA

Members were provided with a summary of the BC – Alberta Trade, Investment and Labour Mobility Agreement. It was felt that the lower standards in Alberta may affect B.C., i.e. WCB regulations, etc.

15) NB-2  
Waste water  
Well

Mr. Breault advised that a disposal well is going to be located on the Borek property in Rolla, between the correction line road and Landry Road on the west side in the middle of the field. It will be one of the largest down hole wells for waste water injection fluids in the area.

MOVED by Frank Breault, SECONDED by Ruth Veiner, that the Agriculture Advisory Committee recommend to the Regional Board that staff be authorized to contact the Oil and Gas Commission requesting information on the proposed waste water injection well located in Rolla, and report back to the next Agriculture Advisory Committee meeting.

CARRIED.

It was suggested that this type of development be addressed in the draft South Peace Fringe Area Official Community. These types of facilities create an impact on residents and local traffic.

16) NB-3  
re: geothermal

Mr. Fines advised members that School District No. 60 is investigating the feasibility of geothermal use in its facilities. There is funding assistance available from the Provincial and Federal governments. It was noted that the approximate cost to install geothermal is \$35,000 - minus the \$5,000 Federal Grant. Can staff investigate to ascertain if there are any Provincial or Federal incentives.

MA-1

**New Business:** (continued)

17) NB-4  
re: steam cleaning  
of equipment

Members were advised that the Northeast Invasive Plant Committee had forwarded a letter to BC Hydro requesting that all equipment at the Site C area be steam cleaned to reduce the amount of weed seeds being spread into other areas. BC Hydro is reluctant to bring in steam cleaning equipment and have advised that steam cleaning will not take place. The movement of machinery or vehicles is regulated under Section 7 of the Weed Control Act.

MOVED by Jill Copes, SECONDED by Judy Madden,  
that the Agriculture Advisory Committee recommend to the Regional Board that a letter be forwarded to BC Hydro advising that pursuant to Section 7 of the Weed Control Act that all machinery or vehicles must be kept clean of weed seeds.

CARRIED.

Mr. Breault left the meeting at 1:20 pm

18) NB-5  
re: buffer  
zones

Members discussed the use of buffer zones in agricultural areas. It was reiterated that buffer zones must be included in the North Peace Fringe Area Official Community Plan. A brush strip by the road creates a safety issue with deer. A fence does not remove the "unsightliness" of some areas, not to mention the cost effectiveness of a fence – cheap to install but costly to maintain. Buffers must be the developer's responsibility and should be installed on the urban side versus the rural side of the development.

19) Committee  
report

MOVED by Ruth Veiner, SECONDED by Margrit Leuenberger,  
that the recommendations from the Agriculture Advisory Committee Meeting of June 17, 2008 be recommended to the Regional Board for approval.

CARRIED

20) Adjournment:

MOVED by Jill Copes, SECONDED by Maurice Fines,  
that the meeting be adjourned.

The meeting adjourned at 1:35 p.m.

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Wayne Hiebert,  
Chair

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Suzanne Garrett,  
Corporate Services Coordinator

Attachments: (2)

Suzanne Garrett

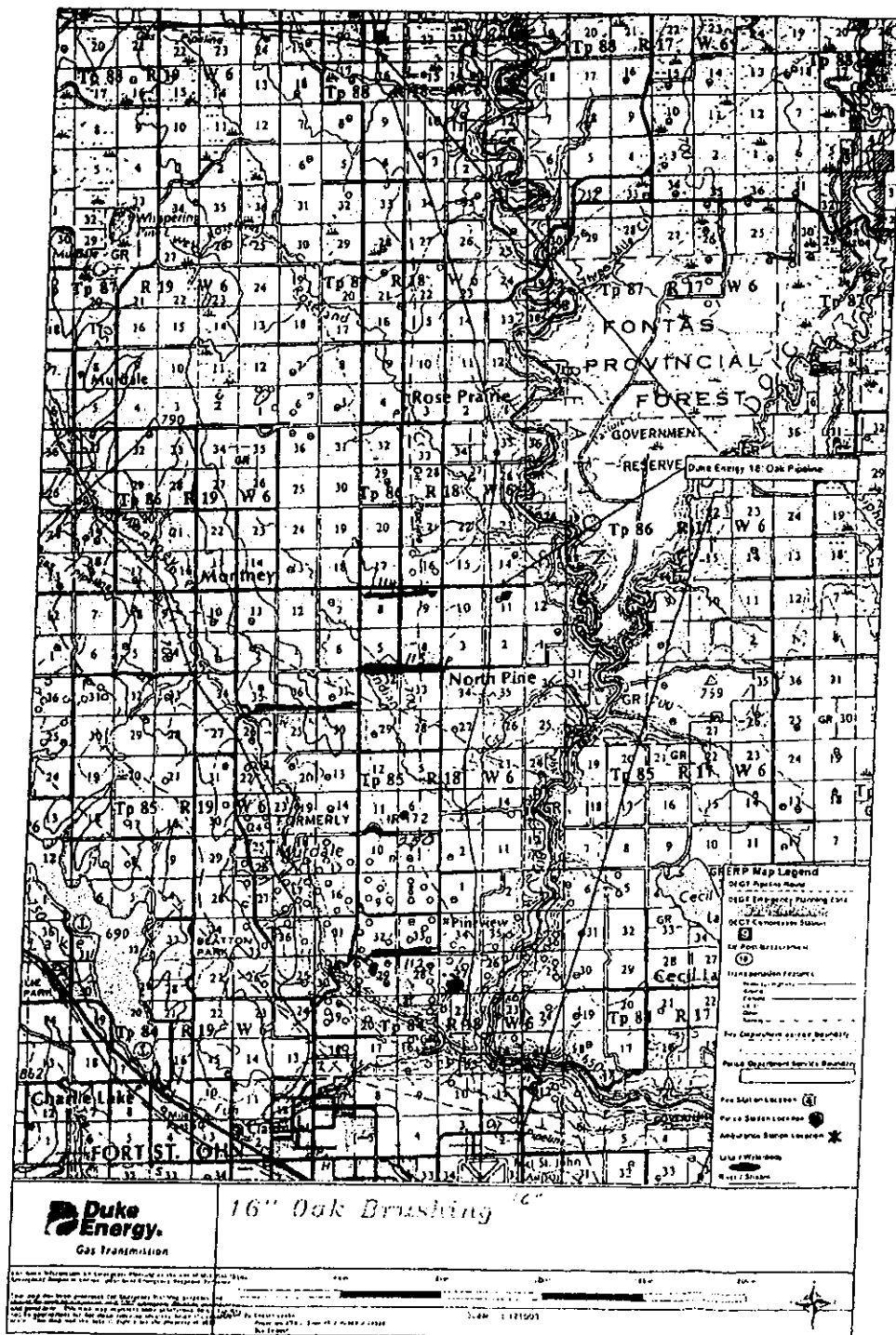
From: Carla Eaton

Sent: June 16, 2008 9:58 AM

To: Suzanne Garrett

Subject: the map i sent down was from Maurice Fines for tomorrows AAC meeting... the roads in black felt are the ones he would like MOT to pave due to o&g traffic....

Carla Eaton  
Senior Planner  
Peace River Regional District  
9912 - 106 Avenue  
Fort St. John, BC V1J 2N9  
Tel: 250.785.8084  
Fax: 250.785-1125



16/06/2008

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MA-1



Monday April 21, 2008

Hand delivered to Regional District Office.  
Attention: Wayne Hiebert, Director.  
C.C. Peace River South M.L.A. Office  
Attention: Blair Lekstrom.

Dear Wayne:

RE: Road 227 between the Old Hart Hiway (Rd.208) and the John Hart Hiway (Hiway97). A distance of about 1.3 km.

Thank you for meeting with me on site for your information to review and drive over this road. The history and importance of this section of Road 227 dates back many years. This is a main route (left at Mile 4 of Hiway 97) going south into the South Dawson district. The district has many activities creating truck and car vehicle travel. Some examples: 3 or 4 residential subdivisions (more planned), oil/gas wells (and related service sites) farmers moving their produce, school buses, utility companies and more recently the builders of the Bear Mountain Towers for wind power. The other roads going north/south between Hiway 97 and Rd. 208 that are suitable for all traffic are 3 miles to the east or 2 miles to the west.

In the early 1950's the public right of way of this portion (1.3 km of Rd.227) was enlarged. Road reconstruction followed, the surface was widened with large gently sloping ditches and more gravel added. After 50 plus years this portion of Rd.227 remains gravelled and very rough. Many years ago the Old Hart Hiway had recycled asphalt applied and in more recent years Rd. 227 to the south of the Old Hart was hard surfaced.

My request and on behalf of the other local folks using this very important road is to hard surface the road (1.3 km. of Rd.227) by applying asphalt at once.

Sincerely

*Frank Breault*

Frank Breault  
Box 464 3422 208 Rd.  
Dawson Creek B.C. V1G 4H3

JUL 10 2008

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PEACE RIVER REGIONAL DISTRICT  
ELECTORAL AREA DIRECTORS' COMMITTEE  
MEETING MINUTES

MA-2

DATE: June 19, 2008  
TIME: 11:30 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'  
**Staff:**  
Faye Salisbury, Corporate Officer  
Bruce Simard, General Manager of Development Services  
Ron Storie, Manager of Community Services (3:10 p.m.)  
Gwen Johannson, Custodians of the Peace  
Barb Coburn, Recording Secretary

1) Call to Order Chair Goodings called the meeting to order at 11:20 p.m.

**ADOPTION OF AGENDA**

2) June 19, 2008  
Agenda

MOVED by Director Caton, SECONDED by Director Hiebert,  
that the Electoral Area Directors' Committee agenda for the June 19, 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 May 15, 2007

**Business Arising from the Minutes:**

**Delegations:**

**Correspondence:**

C-1 May 22, 2008 letter from Alex Ferguson, Commissioner, Oil and Gas Commission  
regarding a proposed Memorandum of Understanding.

**Reports:**

R-1 June 13, 2008 report from Bruce Simard, General Manager of Development  
Services, regarding a large, non-conforming shop in Chetwynd.

**New Business:**

NB-1 Proposed Memorandum of Understanding from the Oil and Gas Commission

NB-2 Fire Inspections at Community Halls

NB-3 Charlie Lake Sewer Issues

**Diary:**

**Adjournment:**

**CARRIED**

**MINUTES**

3) M-1  
re: EADC Meeting  
minutes of May 15/07

MOVED by Director Hiebert, SECONDED by Director Houley,  
that the Electoral Area Directors' Committee Meeting Minutes of May 15, 2008  
be adopted.

**CARRIED.**

JUL 10 2008

Page 1 of 4

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MA-2

**REPORTS:**

4) R-1  
re: Non-conforming  
Shop in Chetwynd

The Directors discussed the non-conformance issues of a shop recently built in Chetwynd. It was pointed out that the owner now has the shop advertised for rent, even though action had been taken to advise the owner that the shop did not conform to the by-laws or the Official Community Plan of the Regional District. The Directors also noted that the owner had attended a Board meeting where the rezoning by-laws had received third reading but that there were some conditions that needed to be met before the final reading could be given.

Mr. Simard advised that he had spoken with the landowner after the meeting to explain what was required before the by-law could be adopted and that the landowner had understood and agreed to the conditions. The owner stated that he would ensure they were all met. Since that time, there has not been any known attempt by the landowner to contact the Regional District.

As there had been no contact from the landowner and the Regional District was advised that construction was continuing, the Building Inspector had placed a stop-work-order at the building site. After more attempts to contact the landowner and no response, a registered letter was sent to the landowner to notify him that a building permit was required with a deadline of June 20, 2008 to respond. To date, the owner has not applied for the permit or contacted the office. Mr. Simard advised that the next step is to present a report regarding the issue to the Regional Board.

The Directors also mentioned that this is not the only on-going issue and that the occurrence of non-compliance appears to be increasing.

MOVED by Director Hiebert, SECONDED by Director Caton, that the Electoral Area Directors' Committee recommend to the Regional Board that staff provide a report on the status of by-law enforcement investigations to the Electoral Area Directors' Committee on a quarterly basis.

**CARRIED.**

**CORRESPONDENCE:**

5) C-1  
May 22, 2008 letter re:  
Proposed MOU with  
OGC - handout  
(referred from the June  
12/08 Regional Board  
meeting)

The Directors discussed the Memorandum of Understanding (MOU) proposed by the Oil and Gas Commission (OGC) in the May 22, 2008 letter from Alex Ferguson, Commissioner, BC Oil and Gas Commission. The Commission would like to enter into an agreement to complement the existing delegation agreement in place between the OGC and the Agricultural Land Commission (ALC). Some issues were expressed regarding how the current OGC/ALC delegation agreement does not seem to be addressing issues relating to the Agricultural Land Reserve (ALR) land or the landowner's concerns.

6) Adjourn to the Call  
of the Chair

MOVED by Director Hiebert, SECONDED by Director Caton, that the meeting adjourn to the call of the chair.

The meeting adjourned for lunch at 12:05 p.m.

7) Recall to Order

The Chair recalled the meeting or order at 2:45 p.m.

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MA-2

**CORRESPONDENCE (CONTINUED):**

8) C-1  
Proposed MOU with  
OGC (continued)

Director Goodings read the reason the OGC is requesting the Memorandum of Understanding from the May 22, 2008 letter. The letter indicated that the purpose of the proposed MOU is to enable the OGC to contribute to the mutual goal of managing landscape-level, non-farm use of agriculture land.

MOVED by Director Houley, SECONDED by Director Caton, that the Electoral Area Directors' Committee recommend to the Regional Board that staff:

- a) obtain copies of the annual report regarding the Oil and Gas Commission / Agricultural Land Commission delegation agreement since its inception;
- b) obtain any available information on how the delegation agreement was implemented; and
- c) arrange a meeting with representatives from the Oil and Gas Commission, the Agricultural Land Commission and the Peace River Regional District to discuss the proposed Memorandum of Understanding.

**CARRIED.**

**NEW BUSINESS:**

9) NB-1  
Fire Inspections at  
Community Halls

The Directors expressed concerns that there appears to be inconsistencies of fire inspections at the various community halls, especially those performed in Electoral Areas "B" and "C". It was noted at a recent Grants-in-aid meeting that there appears to be a variation regarding the interpretation of the fire regulations from one community to another.

The Directors also discussed whether some hall facilities, if structural changes had not been made, could be 'grandfathered' as they did meet the regulations at the time of construction. They also discussed the connection between health and fire regulations when considering kitchen facilities.

MOVED by Director Houley, SECONDED by Director Caton, that the Electoral Area Directors' Committee recommend to the Regional Board that staff:

- a) acquire a copies of the fire regulations pertaining to community hall facilities;
- b) determine which regulations pertain to community halls inside and outside fire protection boundaries; and
- c) determine which community halls, if any, may be 'grandfathered' under the regulations in existence at the time of construction.

**CARRIED.**

10) NB- 2  
Charlie Lake Sewer  
issues

Director Houley stated that the Charlie Lake Sewer System appears to have an infiltration issue in that the gen-set of the system was pumping even though the power was out to the residents. As the power was out, the residences were unable to pump into the system. He believes that because there was water being pumped from somewhere, there had to be an unexplained infiltration problem. He also mentioned that due to the infiltration problems some new connections, that had been authorized, may not be able to connect to the system at this time as capacity is not what it was expected to be.

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**NEW BUSINESS (CONTINUED):**

**MA-2**

10) NB-2 continued      **MOVED** by Director Houley, **SECONDED** by Director Caton,  
that the Electoral Area Directors' Committee recommend to the Regional Board  
that another engineering report be acquired on the infiltration and capacity issues  
of the Charlie Lake Sewer System.

**CARRIED.**

11) Committee Report      **MOVED** by Director Houley, **SECONDED** by Director Caton,  
that the recommendations from the Electoral Area Directors' Committee  
Meeting of June 19, 2007 be recommended to the Regional Board for approval.

**CARRIED**

12) Adjournment      **MOVED** by Director Caton, **SECONDED** by Director Houley,  
that the meeting adjourn.

**CARRIED**

The meeting adjourned at 3:40 p.m.

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Karen Goodings, Chair

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Barb Coburn, Recording Secretary

CA-1



# Tidbit Exchange

May/June 2008

## MIA Scholarship Program – Risk Management

The MIA scholarship program was established to encourage and promote the study of Risk Management among MIA members.

There are three risk management courses for completion towards the CRM Diploma. Students who successfully complete the first course, Risk Management Assessment, will receive priority for the second and third course funding.

Risk management courses are available at Simon Fraser University, both in Victoria and Vancouver, at the University of Northern British Columbia and through distance learning from the University of Toronto. Please contact the university of choice for complete details.

In addition, the Insurance Institute of Canada offers an introductory course titled "C72 Introduction to Risk Management and Commercial Lines Insurance". This course will provide the student with an overview of how to determine the needs of an insured. You begin with risk management, in which insurance is only part of a general approach to managing the insured's exposure to loss. Then, commercial property insurance, commercial liability insurance and business interruption insurance are introduced. This course is available through distance learning and may be available in a classroom setting in some locations. For more information please contact the Insurance Institute of Canada

Consideration will be given to all applicants who demonstrate career goals and educational objectives including support within their organization. MIA will cover the cost of tuition, including text books. Please refer to "Candidate Selection Guidelines" below.



### MIA RISK MANAGEMENT EDUCATION SCHOLARSHIP CANDIDATE SELECTION GUIDELINES

1. Candidates will be selected from persons working in local government whose employer is a member of MIA.
2. Consideration will be given to maintaining a balance of administrative abilities, gender, age and experience. Candidates demonstrating career goals and educational objectives, as well as enjoying support within the organization, as evidenced in writing by the chief administrative officer, council or board, will be given additional consideration.
3. Only one candidate can be selected from any municipality in a given year.
4. Selection criteria may include the need of the municipality or regional district to assist the applicant as indicated by MIA experience rating and in the judgment of the MIA Risk Manager.
5. The maximum number of grants per year will be based on availability of funds.
6. MIA will not require an individual to pass a course to receive funding, but will not fund future courses without evidence of passing.
7. Priority will be given to those who pass each course to be selected for subsequent scholarships.

## Road Inspection Policy

From time to time MIA receives claims involving accidents along the "shoulder" of a road way. Most of our members have very good road inspection policies, however, if the policy only refers to the road surface the road shoulder is not included.

The shoulder of the road is an important area for cyclists, joggers, and pedestrians. We have had claims arising from trip and falls and from cyclists who may hit a depression or man hole or other utility cover.

In the interest of protecting the public, as well as reducing the number of claims brought against local government, we suggest a review of current practices to include an inspection of the road shoulders, especially in areas where there are high pedestrian or cyclist counts.



**Please Use Other Door →**

*Courtesy or Liability?*

How many times have you tried to open a double door only to find one of them is locked? Why is it locked?

The reason does not matter, the failure to warn may be construed to be a breach of "duty", in that there was a failure to warn some one that there may be a risk of injury.

The following is a list of possible injuries which may arise from trying to open a locked door:

- Facial cuts from a persons eye glasses
- Broken nose
- Broken wrist
- Dislocated shoulder
- Broken eye glasses

What if the person broke the glass in the door?

To prevent possible injuries and property damage a simply sign is all you need:

***"Please Use the Other Door Thank you".***

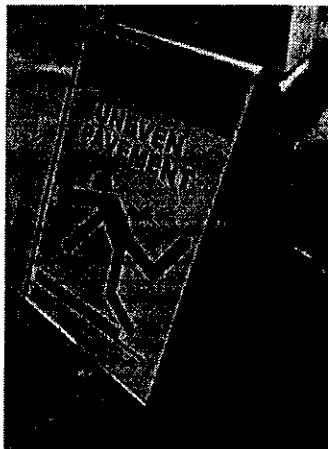
Please see PDF attachment for your sign

## CAUSE & EFFECT

The following is a list of recent claims and allegations of negligence brought against local governments:

### CAUSE

Pothole in crosswalk  
 Misrepresentation  
 House on uncompacted fill  
 Floor collapsed  
 Sidewalk differential  
 No Right-of-way  
 Rock from weed eater  
 Unmaintained Playground Equipment  
 Basement Flooded



### EFFECT

Senior with a broken leg  
 Forced to scale back house design  
 Foundation settlement  
 Over 40 individuals injured  
 Trip & Fall soft tissue injuries  
 Trespass of water line  
 Damaged vehicle  
 Hand / finger injury  
 Worksite left unprotected



Leaders of Recreation Facility Operations

## Arena Ice Maker Course

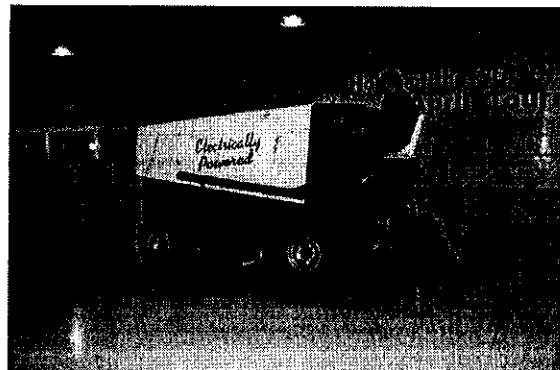
<b>Dates:</b> July 3-5, 2008 <b>Time:</b> 9:00 AM - 5:00 PM	<b>Fee:</b> \$375.00 (members) \$425.00 (non-members)	<b>Location:</b> Kamloops, B.C. <b>To Register:</b> call 1-877-285-3421
<b>Dates:</b> July 16-18, 2008 <b>Time:</b> 9:00 AM - 5:00 PM	<b>Fee:</b> \$375.00 (members) \$425.00 (non-members)	<b>Location:</b> Cranbrook, B.C. <b>To Register:</b> call 1-877-285-3421
<b>Dates:</b> August 9-11, 2008 <b>Time:</b> 9:00 AM - 5:00 PM	<b>Fee:</b> \$375.00 (members) \$425.00 (non-members)	<b>Location:</b> Ft. St. John, B.C. <b>To Register:</b> call 1-877-285-3421
<b>Dates:</b> August 19-21, 2008 <b>Time:</b> 9:00 AM - 5:00 PM	<b>Fee:</b> \$375.00 (members) \$425.00 (non-members)	<b>Location:</b> Sidney, B.C. <b>To Register:</b> call 1-877-285-3421

This course is ideal for the frontline arena operator who is looking for an opportunity to upgrade their skills in basic arena operations. Both new and experienced operators are encouraged to attend.

It would also be suitable for supervisors, managers and other recreation staff members wishing to increase their knowledge and awareness about ice arena operations.

### Course Topics Include:

- Ice Making
- Ice Resurfer
- Preventative Maintenance
- Basic Custodial
- Arena Boards, Glass and Netting Systems
- Risk Management
- Basic Refrigeration



The ice making portions consist of instruction and practical, hands-on sessions in the making, marking, painting and maintenance of artificial ice surfaces. Basic refrigeration theory will also be covered.

**\*\*Participants will require warm work clothing for the on-ice sessions\*\***

Those students who participate in the entire course and pass the closed book written exam at the end of the third day will earn R.F.A.B.C. certification.

To register or for more information on this course contact the RFABC Office at 1-877-285-3421 or by email at:

[info@rfabc.com](mailto:info@rfabc.com)

Please feel free to visit the R.F.A.B.C. website at:

[www.rfabc.com](http://www.rfabc.com)

# Out and About

Where?	Who & Why?
Abbotsford	Staff Lawyer Adrienne Atherton attended a Mediation.
Cumberland	Risk Manager Keith Gibson met with Staff, Elected Officials and Community Association leaders to discuss liability issues and their relationship when working with local community groups and committees.
Kent	Risk Manager Keith Gibson offered a Risk Assessment at a boat launch that had been divested to the District by the Federal Government.
Keremeos	Risk Manager Keith Gibson met with staff to discuss Risk Management and Liability concerns.
New Westminster	Staff Lawyer Evita Walton attended a Trial. Staff Lawyer Adrienne Atherton attended Court.
North Vancouver	Staff Lawyer Lindsay Barrett attended Trial. Staff Lawyer Evita Walton attended two Settlement Conferences. Staff Lawyer Lindsay Barrett attended a Settlement Conference.
Oliver	Risk Manager Keith Gibson presented at the 60th Anniversary of the Recreation Facility Managers Association of British Columbia's Annual Conference.
Osoyoos	Risk Manager Keith Gibson met with staff to discuss liability risk management issues.
Pemberton	Risk Manager Keith Gibson gave a Risk Assessment to the new Community Centre.
Penticton	Claims Manager Sherman Chow and Risk Manager Keith Gibson presented at the one day Insurance and Risk Management Seminar hosted by the City.
Port Coquitlam	Staff Lawyer Evita Walton attended a Trial and Settlement Conference.
Prince George	Staff Lawyer Lindsay Barrett attended a Trial. Deputy Executive Director Mitch Kenyon and Claims Manager Sherman Chow were speakers, sponsors and exhibitors at the LGMA Conference. Risk Manager Keith Gibson and Claims Manager Sherman Chow attended the North Central Area Association conference and met with Fraser Fort George Regional District staff.
Richmond	Deputy Executive Director Mitch Kenyon and Office Manager Alex Ferguson were sponsors and exhibitors at the GFOA Conference.
Smithers	Staff Lawyer Lindsay Barrett attended a Trial Preparation.
Sunshine Coast	Staff Lawyer Adrienne Atherton attended an Examination for Discovery.
Vancouver	Claims Examiner Vilma Zanchettin taught ByLaw and attended a Judicial Settlement Conference.
Vernon	Staff Lawyer Adrienne Atherton attended an Examination for Discovery.
Whistler	Executive Director Tom Barnes and Deputy Executive Director Mitch Kenyon were speakers, sponsors and exhibitors at the LMLGA Conference.