



# PEACE RIVER REGIONAL DISTRICT

## SEPTEMBER BOARD MEETING MINUTES

DATE: September 9, 2010

TIME: 9:00 a.m.

PLACE: Regional District Office Board Room, Dawson Creek, BC

PRESENT: Directors  
Director Goodings, Chair  
Director Hadland  
Director Lantz  
Director Hiebert  
Director Saugstad  
Director Jarvis  
Director White  
Director Caton  
Director Anderson  
Director Clark  
Director Ackerman

Alternate Directors  
Alternate Director Powell

Absent  
Director Bernier

### Staff

Fred Banham, Chief Administrative Officer  
Shannon Anderson, General Manager of Environmental Services  
Faye Salisbury, Corporate Officer  
Kim Frech, Chief Financial Officer  
Bruce Simard, General Manager of Development Services  
Sheila DeCosta, Secretary – Legislative Services, Recorder

### Others

Stewart Burnett, Dawson Creek Daily News  
Dick Gilbert, Charlie Lake  
Kelvin Noble, Charlie Lake  
Jerry Yee, Charlie Lake  
Margaret Little

### D-1 MacKeno Ventures

Jim Little, Certified Appraiser

Prior to the start of the meeting, Chair Goodings was pleased to present Kim Frech, Chief Financial Officer with the Peace River Regional District five year service award.

Fred Banham, CAO introduced the following four new staff members to the directors: Larry Withrow, By-Law Enforcement Officer; Donovan Cameron, GIS Technologist; Fran Haughian, Community Services Coordinator; and Brenda Thola, Finance Clerk. He reported that the Peace River Regional District has a full compliment of staff in all departments.

1) Call to Order           The Chair called the meeting to order at 9:07 a.m.

DIRECTORS NOTICE OF NEW BUSINESS:

None

ADOPTION OF AGENDA:

2) Adoption of Agenda   RD/10/09/01

MOVED by Director Caton, SECONDED by Director Hiebert,  
that the Peace River Regional District agenda for the September 9, 2010 meeting,  
including additional handout items for the agenda, be adopted as amended:

1. Call to Order
2. Directors' Notice of New Business
3. Adoption of Agenda
4. Minutes  
M -1 Regional District Meeting Minutes of August 26, 2010.
5. Business Arising from the Minutes
6. Delegations

10:00 a.m. D-1 Mackeno Ventures  
Jim Little  
re: PRRD Zoning Amendment By-Law No. 1902, 2010. See B-1

*Handout:*

- Signed Map
7. Petitions
  8. Correspondence
    - C-1 August 20, 2010 - Minister of Community and Rural Development - Infrastructure Funding Grant Awards.
    - C-2 August 20, 2010 - City of Dawson Creek - Food Security - Local Production & Marketing resolution.
    - C-3 August 20, 2010 - Northern Lights College request for item submission for the 2025 Time Capsule.
    - C-4 August 26, 2010 - Northern Health - Invitation to meet during the UBCM Convention.
    - C-5 August 12, 2010 - City of Merritt - Long Form of the Canada Census.
    - C-6 August 25, 2010 - University of Northern BC - invitation to September 17, 2010 reception in Fort St. John.
    - C-7 August 26, 2010 - Minister of Agriculture and Lands - Drought Conditions in the Peace River area.
    - C-8 September 2, 2010 - Invitation to the Chetwynd Rec Centre Expansion and Skateboard / BMX Park Grand Opening.
    - C-9 August 31, 2010 - Request to Proclaim Waste Reduction Week in Canada - October 18-24, 2010.
    - C-10 September 2, 2010 - Request to Proclaim Right to Know Week in Canada - September 27-October 1, 2010.
    - C-11 August 26, 2010 - ALC response to PRRD invitation to meet to discuss a coordinated approach to industry waste disposal issues.
  9. Reports
    - R-1 August 25, 2010 - Karen Goodings, Chair EADC and Faye Salisbury, Corporate Officer - August 19th meeting recommendations. See MA-2
    - R-2 August 25, 2010 - Kim Frech, CFO - Auditor Contract Extension.
    - R-3 August 31, 2010 - Kim Frech, CFO - Purchasing Policy & Procedures (September 2010).
    - R-4 ALR Exclusion Application 83/2010 - Jordan.
    - R-5 ALR Exclusion Application 121/2010 - Alexander.
    - R-6 September 1, 2010 - Larry Withrow, By-law Enforcement Officer and Bruce Simard, GM of Development Services - Enforcement File Update.

Adoption of Agenda -  
continued

RD/10/09/01 continued:

9. Reports - continued

R-7 Temporary Use Permit Application 115/2010 - Brewster.

Handouts:

- Letter of Opposition from R.C. Lightfoot - received September 7, 2010;
- Additional letter from R.C. Lightfoot - received September 9, 2010.

10. By-laws

B-1 Zoning Amendment By-law No. 1902, 2010

a) August 31, 2010 report from Debbie Kunz, Assistant Manager of Development Services; and

b) "Peace River Regional District Zoning Amendment By-law No. 1902, 2010.

CONSIDERATION OF THIRD READING AND ADOPTION

B-2 Zoning Amendment By-Law No. 1905, 2010 (D'Albertanson)

a) September 2, 2010 report from Timothy Donegan, Land Use Planner;

b) "Peace River Regional District Zoning Amendment By-law No. 1905, 2010.

CONSIDERATION OF THIRD READING AND ADOPTION

B-3 Development Permit Delegation By-Law No. 1908, 2010

a) August 31, 2010 report from Bruce Simard, General Manager of Development Services; and

b) "Peace River Regional District Development Permit Delegation By-Law No. 1908, 2010.

CONSIDERATION OF FIRST THREE READINGS AND ADOPTION

11. Diary

- a) Regional Diary
- b) Agenda Preparations Schedule
- c) Schedule of Events

12. New Business

13. Appointments

14. Consent Calendar

MA-1 Rural Budgets Administration Committee Meeting Minutes of August 19, 2010.

MA-2 Electoral Area Directors' Committee Meeting Minutes of August 19, 2010.

MA-3 Pink Mountain Public Meeting Minutes of August 9, 2010.

MA-4 Wonowon Community Meeting Notes of August 31, 2010.

MA-5 Upper Halfway Community Public Meeting Notes of August 31, 2010.

CA-1 Copy of July 20, 2010 letter from Director Hadland, Electoral Area 'C' to the City of Fort St. John regarding water provision and rates

CA-2 August 23, 2010 UBCM - Food Security Resolution from the Peace River Regional District.

15. Notice of Motion (for the next meeting):

16. Media Questions (on agenda items and business discussed at the meeting)

17. Adjournment

CARRIED

MINUTES:

3) M-1  
Regional Board  
Meeting Minutes of  
August 26, 2010

RD/10/09/02

MOVED by Director Caton, SECONDED by Director Saugstad,  
that the Regional Board Meeting Minutes of August, 2010 be adopted with the following  
amendment on page 3, item 4):

- change the time that Director Saugstad left the room, from 10:35 a.m. to 9:35 a.m.

CARRIED

BUSINESS ARISING:

4) BA-1 RD/10/09/03  
Re: page 7, Item 22) MOVED by Director Caton, SECONDED by Director Hiebert,  
D-2 / C-7 that the August 26, 2010 minutes be augmented with the following answer Mr. Andrew  
Groundbirch Sales Tap Dahlin gave in response to Director Caton's question about whether there is a  
possibility of receiving funding from Shell Canada Ltd. toward installation of a sales tap  
on the TCPL Groundbirch - Gordondale Pipeline. Mr. Dahlin replied in the affirmative  
and went on to say that he is the one who would make the final decision, and would like  
to be kept informed on developments.

CARRIED

Director Ackerman arrived in the meeting at 9:08

5) BA-2 RD/10/09/04  
Re: page 8) Item 24) MOVED by Director Hadland, SECONDED by Director Saugstad,  
NM-1 that item NM-1 regarding a resolution to possibly develop a Water Function for areas  
Water Function for 'C' and 'B' be referred to the September 26, 2010 meeting.  
Areas 'C' and B'

CARRIED

CORRESPONDENCE:

6) C-2 RD/10/09/05  
August 20, 2010 - City MOVED by Alternate Director Powell, SECONDED by Director Clark,  
of Dawson Creek - that the August 20, 2010 letter from the City of Dawson Creek regarding its Food  
Food Security - Local Security - Local Production & Marketing resolution be referred to the October 14, 2010  
Production & Marketing meeting, following discussions of the Peace River Regional District's Food Security  
resolution Resolution at the Union of BC Municipalities convention.

CARRIED

7) C-3 RD/10/09/06  
August 20, 2010 - MOVED by Director Saugstad, SECONDED by Director Hadland,  
Northern Lights that the Chair, in conjunction with staff determine which Peace River Regional District  
College request for item should be sent to Northern Lights College for inclusion in its 2025 time capsule.  
item submission for the  
2025 Time Capsule

CARRIED

8) C-4 RD/10/09/07  
August 26, 2010 - MOVED by Director Lantz, SECONDED by Director Jarvis,  
Northern Health - that the electoral area directors be authorized to set up a meeting with Northern Health  
Invitation to meet during the UBCM during the Union of BC Municipalities convention, if they so wish.  
Convention

CARRIED

9) C-6 RD/10/09/08  
August 25, 2010 - MOVED by Director Caton, SECONDED by Director Ackerman,  
University of Northern BC - invitation to that the electoral area directors be authorized to attend the University of Northern BC  
September 17, 2010 reception scheduled for September 17, 2010 in Fort St. John, B.C.  
reception

CARRIED

CORRESPONDENCE: continued

10) C-7 RD/10/09/09  
August 26, 2010 - Minister of Agriculture and Lands - Drought Conditions in the Peace River area  
MOVED by Director Ackerman, SECONDED by Director Hadland, that the Chair be authorized to forward a second letter to the Honourable Steve Thomson, Minister of Agriculture and Lands to clarify the intent of her August 17, 2010 letter to him, which was to request provincial drought assistance, other than the diminishing insurance payouts, to producers in the Peace River area.  
CARRIED

11) C-8 RD/10/09/10  
September 2, 2010 - Invitation to the Chetwynd Recreation Centre Expansion and Skateboard / BMX Park Grand Opening  
MOVED by Director Saugstad, SECONDED by Director Ackerman, that that the electoral area directors be authorized to attend the grand opening of the Chetwynd Recreation Centre Expansion and Skateboard / BMX Park which is scheduled for September 13, 2010 in Chetwynd, B.C.  
CARRIED

12) C-9 RD/10/09/11  
August 31, 2010 - Request to Proclaim Waste Reduction Week  
MOVED by Director Caton, SECONDED by Director Anderson, that the week of October 18 - 24, 2010 be proclaimed as Waste Reduction Week in the Peace River Regional District.  
CARRIED

13) C-10 RD/10/09/12  
September 2, 2010 - Request to Proclaim Right to Know Week  
MOVED by Director Ackerman, SECONDED by Director Anderson,  
WHEREAS the Peace River Regional District has adopted the principles of open, accountable and transparent government; and  
WHEREAS the *Freedom of Information and Protection of Privacy Act* grants British Columbians a right of access to information in the custody of under the control of municipalities, and  
WHEREAS the access to municipal government information ensures that citizens of the Peace River Regional District have an opportunity to participate meaningfully in the democratic process; and  
WHEREAS a celebration of the right of British Columbians to access information will promote citizen participation in the processes of governance, and  
NOW, THEREFORE, the Chair, Karen Goodings, for the Peace River Regional District DO HEREBY PROCLAIM that September 27 to October 1, 2010, inclusive, shall be known as "RIGHT TO KNOW WEEK" in the Peace River Regional District .  
CARRIED

CORRESPONDENCE: continued

- 14) C-11 RD/10/09/13  
August 26, 2010 - ALC response to PRRD invitation to meet to discuss a coordinated approach to industry waste disposal issues  
MOVED by Director Caton, SECONDED by Director Hiebert, that the August 26, 2010 - Agricultural Land Commission's response to the Peace River Regional District's invitation to meet to discuss a coordinated approach to industry waste disposal issues, be referred to the meeting with the Agricultural Land Commission during the Union of BC Municipalities convention.
- CARRIED

REPORTS:

- 15) R-1 RD/10/09/14  
August 25, 2010 - Karen Goodings, Chair and Faye Salisbury, CO re: August 19th EADC meeting recommendations:  
MOVED by Director Caton, SECONDED by Director Lantz, that representatives from PCC Communications in Grande Prairie, Alberta be invited to an Electoral Area Directors' Committee meeting to explain:  
a) the scope of the contract being awarded to them by Industry Canada; and  
b) what progress the company has achieved to provide services to the underserved and unserved areas of the region.
- CARRIED

- #1 re: CRTC / Industry Canada Broadband Project: RD/10/09/15  
MOVED by Director Lantz, SECONDED by Director Ackerman, that a letter be written to the Secretary General, Canadian Radio-television and Telecommunications Commission:  
a) to thank the CRTC for the work they are doing in the region;  
b) indicate that people expect to have the ability to communicate by telephone, either landline or wireless, and through digital media in order to participate in the world economy;  
c) that if basic telecommunications does not include access to high-speed internet, wireless and landline telephone services, people will lose economically;  
d) that basic telecommunications should be accessible to rural, underserved and unserved residents, not just to the highly-populated regions of BC; and  
e) that providers of basic telecommunications to less populated areas (high-cost service areas) should be subsidized.
- CARRIED

- #3 re: BC Drought Response Plan RD/10/09/16  
MOVED by Director Ackerman, SECONDED by Director Hiebert, that a letter be written to the Province:  
a) requesting that when a consultant is hired to do studies for the province, they ensure that all areas of the province are taken into consideration as the Peace Region does not appear to be recognized in the BC Drought Response Plan, which was released June 30, 2010; and  
b) to explain that conditions can radically differ not only between provincial regions but even between areas as closely connected as the north and south Peace regions.
- CARRIED

REPORTS: continued

16) R-2  
August 25, 2010  
Kim Frech, CFO  
re: Auditor Contract  
Extension

RD/10/09/17  
MOVED by Director Hiebert, SECONDED by Director Jarvis,  
that the Peace River Regional District approves a two year extension to the auditor  
contract for completion of the 2010 and 2011 audits, with a price increase of ten  
percent (10%) above the current rate.

CARRIED

17) R-3  
August 31, 2010  
Kim Frech, CFO  
re: Purchasing Policy  
& Procedures

RD/10/09/18  
MOVED by Director Hiebert, SECONDED by Director Jarvis,  
that the Regional Board adopts the following Purchasing Policy & Purchasing  
Procedures (September 2010) replacing all prior purchasing policies and procedures:

Purchasing Policy	
The Regional Board approves the following purchasing policy for the Peace River Regional District	
Up to 3,000	Best possible price
\$3,001 to \$15,000	3 oral or written prices
\$15,001 to \$50,000	3 written bids / tenders
Over \$50,000	Public Tender Process
These represent the minimum purchasing requirements. The policy does not prevent the minimum standards to be exceeded.	
The Board may reserve the right to waive policy.	

CARRIED

18) R-4  
ALR Exclusion  
Application 83/2010  
- Jordan

RD/10/09/19  
MOVED by Director Hadland, SECONDED by Director Ackerman,  
that the Regional Board support ALR Exclusion Application 83, 2010 for Timothy and Britany Jordan to exclude Lot A, Plan 17096, Section 34, Township 83, Range 18, W6M, PRD from the ALR in order to subdivide a ~2 ha (5 ac) portion for residential use; and authorize the application to proceed to the Agricultural Land Commission on the basis that it conforms to the Official Community Plan.

CARRIED

19) R-5  
ALR Exclusion  
Application 121/2010  
- Alexander

RD/10/09/20  
MOVED by Director Hadland, SECONDED by Director Hiebert,  
that the Regional Board support ALR Exclusion Application 121, 2010 for Randall and Deborah Alexander to exclude Lot 1, Plan PGP41471, Section 16, Township 84, Range 19, W6M, PRD from the ALR in order to subdivide 3 lots of 1.8 ha (4.5 ac) for residential use; and authorize the application to proceed to the Agricultural Land Commission on the basis that it conforms to the Official Community Plan.

CARRIED

REPORTS: continued

20) R-6 RD/10/09/21  
September 1, 2010 - MOVED by Director Ackerman, SECONDED by Director White,  
Larry Withrow, By-law that Enforcement File update reports be presented to the Board on a quarterly basis.  
Enforcement Officer CARRIED  
and Bruce Simard, GM  
of Development  
Services - Enforcement  
File Update

21) R-7 RD/10/09/22  
Temporary Use Permit MOVED by Director Caton, SECONDED by Director Hiebert,  
Application 115/2010 - that the Regional Board authorize the holding of a public information meeting prior to  
Brewster the consideration of issuance of Temporary Use Permit No. 115-2010 to Tarla Brewster  
for a three year term, for the purpose of extracting and processing of gravel from an  
approximately 2 acre portion of District Lot 2964, except Plans 25979, 26136, 27501,  
Handouts: two letters 32590 and 32766, PRD.  
from R.C. Lightfoot

CARRIED

22) Recess The meeting recessed for coffee at 9:46 a.m.  
23) Reconvene The meeting reconvened at 9:57 a.m.

DELEGATIONS:

24) D-1 Certified Appraiser, Mr. Jim Little of Mackeno Ventures explained in detail how the  
Mackeno Ventures proposed Zoning Amendment By-law No. 1902, 2010 would affect property owners  
Alex and Brandi Shaman, and Ian and Barbara McLean. The MacLeans have already  
Jim Little developed 5 lots and paved the access road for these lots according to MOTI's new  
standards. And further, MOTI required permanent right-of-ways for the approval of the  
first 5 lot subdivision to provide access to future subdivision of the remainder of their  
land and access to adjacent lots.

Handout:  
Signed Map

Re: Item B-1  
Zoning Amendment  
By-law No. 1902, 2010  
(Potential Sewer  
Service)

The proposed By-law No. 1902 would take away the option to subdivide the remainder  
of the 23 x 4.5 acre lots as outlined in the initial development plan. He felt that if this  
new zoning is to go forward which requires that any new development will require  
community sewer system installation for lots under 20 acres, that the cost recovery of  
these lots will not be economically feasible. The MacLeans are requesting that their  
property and the initial development plan be grandfathered or that the existing zoning of  
the MacLeans be maintained, which allows for a minimum parcel size of 4.5 acres and  
no community sewage system requirement.

The Shamans are requesting that their property be deleted from proposed By-law 1902  
area, where the minimum parcel size of 8 ha (20 acres) is being established, unless  
connected to a community sewage system. They feel that if included in the by-law area,  
it will be a form of expropriation of rights and extinguish the opportunity for development  
that currently exists.

In closing Mr. Little requested that third reading of the by-law be tabled to address  
these issues or that staff recommendations to hold a public information meeting; or to  
refuse the proposed Zoning amendment By-law no. 1902 be the option chosen by the  
Board.



BY-LAWS:

25) B-1 RD/10/09/23  
Zoning Amendment MOVED by Director Hadland, SECONDED by Director Ackerman,  
By-law No. 1902, 2010 that prior to consideration of third reading of "Peace River Regional District Zoning  
(Potential Sewer Amendment By-law No. 1902, 2010", a public information meeting be scheduled at the  
Service) Charlie Lake Community Hall, due to the number of public inquiries that were received  
during the public review period regarding the proposed by-law.

CARRIED

26) B-2 RD/10/09/24  
Zoning Amendment MOVED by Director Hadland, SECONDED by Director Ackerman,  
By-law No. 1905, 2010 that the Regional Board table consideration of Peace River Regional District Zoning  
(D'Albertanson) Amendment By-law No. 1905, 2010 for third reading, pending final consideration of a  
review of commercial and industrial uses in Peace River Regional District Zoning By-  
law No. 1343, 2001, by the Electoral Area Directors' Committee.

CARRIED

27) B-3 RD/10/09/25  
Development Permit MOVED by Director Hadland, SECONDED by Director Ackerman,  
Delegation By-law that "Peace River Regional District Development Permit Delegation By-Law No. 1908,  
No. 1908, 2010 2010" be given first three readings.

CARRIED

RD/10/09/26  
MOVED by Director Hadland, SECONDED by Director Ackerman,  
that permission be granted to adopt "Peace River Regional District Development Permit  
Delegation By-Law No. 1908, 2010".

CARRIED

RD/10/09/27  
MOVED by Director Hadland, SECONDED by Director Ackerman,  
that "Peace River Regional District Development Permit Delegation By-Law No. 1908,  
2010" be adopted.

CARRIED

DIARY

28) Regional Diary/ RD/10/09/28  
Agenda Preparation MOVED by Director Lantz, SECONDED by Director Caton,  
Schedule/ Schedule of that effective October 14, 2010, the Regional Board meetings revert back to the regular  
Events 10 a.m. start time.

NAYS 3: Directors Saugstad, Hiebert, and Hadland CARRIED

29) Adjournment RD/10/09/29  
MOVED by Director Hiebert, SECONDED by Director Caton,  
that the meeting adjourn.

CARRIED

The meeting adjourned at 10:55 a.m.

\_\_\_\_\_  
Sheila DeCosta, Recording Secretary

\_\_\_\_\_  
Karen Goodings, Chair

CERTIFIED a true and correct copy of the Minutes of the Regional Board of the Peace River Regional District from a meeting held on September 9, 2010 in the Regional District Office Board Room, Dawson Creek, B.C.

\_\_\_\_\_  
Faye Salisbury, Corporate Officer