



PEACE RIVER REGIONAL DISTRICT
ELECTORAL AREA DIRECTORS COMMITTEE MEETING

A G E N D A

Thursday, December 1, 2016
in the Regional District Office Boardroom, 1981 Alaska Avenue, Dawson Creek, BC
Commencing at 10 a.m.

1. CALL TO ORDER: Director Goodings to Chair the meeting
2. DIRECTOR'S NOTICE OF NEW BUSINESS:
3. ADOPTION OF AGENDA:
4. ADOPTION OF MINUTES:
M-1 Electoral Area Directors' Committee Minutes of October 20, 2016
5. BUSINESS ARISING FROM THE MINUTES:
6. DELEGATIONS
D-1 Aden Fulford, GIS Coordinator - PRRD Web Map Tutorial.
7. CORRESPONDENCE:
C-1 November 7, 2016 - Manfred E. Stief - Question and Suggestion - Farrell Creek
C-2 October 25, 2016 - Terry Sawchuk, Environmental Emergency Response Officer - Report of Fire
C-3 November 18, 2016 - Kevin and Barbara Knoblauch - Water Removal Concerns
8. REPORTS:
R-1 November 7, 2016 - Claire Negrin, Assistant Manager of Development Services - Proposed Draft PRRD Private Campground Guidelines.
R-2 November 9, 2016 - Bruce Simard, General Manager of Development Services - Municipal Participation in Voting on Electoral Area Planning (Part 14) LGA s.381
R-3 November 10, 2016 - Bruce Simard, General Manager of Development Services - Zoning Bylaw Update Options
R-4 October 9, 2016 - Bruce Simard, General Manager of Development Services - Exclusion of Lands Subdivisions in the ALR
R-5 October 10, 2016 - Bruce Simard, General Manager of Development Services - Revised ALR Application Report Format
9. NEW BUSINESS:
NB-1 CN Rail (Director Goodings)
NB-2 Information Campaign - Voluntary Building Permits (Director Goodings)
NB-3 November 9, 2016 - Karen Goodings - Meeting Fees
NB-4 December 15, 2016 EADC Meeting.
10. COMMUNICATIONS:
11. DIARY:
12. ADJOURNMENT:



**PEACE RIVER REGIONAL DISTRICT
ELECTORAL AREA DIRECTORS' COMMITTEE
MEETING MINUTES**

DATE: October 20, 2016

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT:

DIRECTORS: Karen Goodings, Director, Electoral Area 'B' and Meeting Chair
Leonard Hiebert, Director, Electoral Area 'D'
Brad Sperling, Director, Electoral Area 'C'
Dan Rose, Director, Electoral Area 'E'

STAFF: Chris Cvik, Chief Administrative Officer
Trish Morgan, General Manager of Community and Electoral Area Services
Bruce Simard, General Manager of Development Services
Fran Haughian, Communications Manager / Commissions Liaison
Erin Price, Bylaw Enforcement Officer
Barb Coburn, Recording Secretary

CALL TO ORDER Chair Goodings called the meeting to order at 9:05 a.m.

ADOPTION OF AGENDA:

October 20, 2016 Agenda MOVED by Director Hiebert, SECONDED by Director Sperling,
That the Electoral Area Directors' Committee agenda for the October 20, 2016 meeting be adopted:

Call to Order: Director Goodings to Chair the meeting

Director's Notice of New Business:

Adoption of Agenda:

Adoption of Minutes:

M-1 Electoral Area Directors' Committee Meeting Minutes of September 15, 2016.

Business Arising from the Minutes:

Delegations:

Correspondence:

C-1 September 25, 2016 - Terry Coe, T.L. Coe Financial Ltd. (to Director Goodings) - Concerns regarding Canada Post Rural Address Changes.

C-2 October 11, 2016 - Michael Wells, Reckitt Benckiser - Trees for Change Fact Sheet

C-3 October 11, 2016 - Laurey-Anne Roodenburg, Councillor, City of Quesnel - Opinion on what an Electoral Area Director Meeting would look like.

Reports

R-1 October 13, 2016 - Bruce Simard, General Manager of Development Services - Review of Standing Policy for Responding to Referrals for Oil & Gas Commission (OGC) Decisions for Non-farm Use in the ALR

R-2 October 13, 2016 - Bruce Simard, General Manager of Development Services - Review of PRRD Bylaw Enforcement Delegation Bylaw No. 1299, 2000

R-3 September 30, 2016 - Erin Price, Bylaw Enforcement Officer - Enforcement File Quarterly Update

R-4 October 14, 2016 - Chris Cvik, Chief Administrative Officer - Notice of Closed Session

New Business:

NB-1 Departmental Audit of Internal Procedures and Practices (Director Rose)

NB-2 CN Rail (Director Goodings)

NB-3 Building Inspection Bylaw (see attached notes from the Arras Community Meeting)

NB-4 Engage Page on website (Director Hiebert)

NB-5 Garbage Trucks losing debris outside landfills (Director Hiebert)

NB-6 Oil and Gas Commission Delegation Agreement

ADOPTION OF AGENDA [CONTINUED]:

October 20, 2016 Agenda Communications
(continued) CO-1 Discussion on Statutory Development Services Method of Notification
Diary:
Adjournment:

CARRIED.

ADOPTION OF MINUTES:

M-1 MOVED by Director Hiebert, SECONDED by Director Sperling,
EADC meeting minutes of That the Electoral Area Directors' Committee Meeting minutes of September 15, 2016 be
September 15, 2016 adopted.

CARRIED.

CORRESPONDENCE:

C-1 MOVED by Director Sperling, SECONDED by Director Hiebert,
Concerns regarding Canada That the Electoral Area Directors' Committee recommends to the Regional Board that staff
Post Rural Addressing prepare a report that would outline options to present to Canada Post to utilize community names
found in the Provincial Digital Road Atlas, rather than "Peace River Regional District" as a
community name, as they migrate to utilizing civic addresses rather than post box numbers for
rural residents, as was recently done for Baldonnel and Two Rivers with a copy of the letter being
forwarded to Bob Zimmer, Member of Parliament for Prince George-Peace River-Northern
Rockies.

CARRIED.

C-2 MOVED by Director Hiebert, SECONDED by Director Sperling,
Trees for Change Fact Sheet That the Trees for Change Fact Sheet from Michael Wells of Reckitt Benckiser be referred to the
Agricultural Advisory Committee.

CARRIED.

C-3 MOVED by Director Hiebert, SECONDED by Director Sperling,
Electoral Area Director That C-3 be tabled until later in the meeting
Meetings

CARRIED.

REPORTS:

R-1 MOVED by Director Hiebert, SECONDED by Director Sperling,
Standing Policy for That the Electoral Area Directors' Committee recommends to the Regional Board:
Responding to Referrals for a) That Resolutions 07/03/09 and 10 (March 8, 2007) be rescinded, considering that the Board
Oil and Gas Commission no longer receives Agriculture Land Reserve (ALR) applications that are included in the
Decisions Agricultural Land Commission (ALC) / Oil and Gas Commission (OGC) (June 2013)
delegation agreement, and;
b) That the affected electoral area director be authorized to respond through staff with
comments to the OGC regarding referrals for ALR non-farm use applications under the
ALC/OGC (June 13, 2013) delegation agreement.

CARRIED.

REPORTS [CONTINUED]:

R-2
Bylaw Enforcement
Delegation Bylaw No. 1299,
2000

MOVED by Director Rose, SECONDED by Director Sperling,
That the Electoral Area Directors' Committee recommends to the Regional Board that Peace
River Regional District Bylaw Enforcement Delegation Bylaw No. 1299, 2000 be rescinded in
consideration of the bylaw fine system established through Bylaw Notice Enforcement Bylaw
No. 2042, 2012.

CARRIED.

R-4
Notice of Closed Meeting

MOVED by Director Hiebert, SECONDED by Director Rose,
That item R-4 be tabled to the end of the meeting.

CARRIED.

NEW BUSINESS:

NB-1
Internal Procedures and
Practices

MOVED by Director Rose, SECONDED by Director Hiebert,
That staff prepare a report to present for the directors' review at a future Electoral Area Directors'
Committee meeting that would outline options to amend the current referral process for
responding to Agriculture Land Reserve applications, with the intent to shorten the process.

CARRIED.

Recess

The meeting recessed for Directors to attend a lunch meeting at 10:50 a.m.

Reconvene

The meeting reconvened at 1:38 p.m.

CORRESPONDENCE:

Lift from the Table

MOVED by Director Sperling, SECONDED by Director Hiebert,
That item C-3 be lifted from the table.

CARRIED.

C-3
Electoral Area Director
Meetings

MOVED by Director Hiebert, SECONDED by Director Sperling,
That a response be forwarded to Oliver Ray, Executive Director, NCLGA, regarding the proposed
Rural Directors' Roundtable with the following:

1. The Directors would be interested in attending, subject to agenda items;
2. The Directors would prefer the meeting be held in the month of April before NCLGA;
3. Topics for discussion:
 - a process for action Items; e.g., how are they identified, who is working on them, how are they reported back to members;
 - communication; e.g., forwarding of minutes, closed meetings;
 - a process for submitting new business items;
 - expectations of NCLGA and how to achieve them;
 - municipal participation in land use planning and the ability to opt in or out of it;
 - is there a process for opting in or out of NCLGA.
- 4 Other comments:
 - the roundtable meeting should be chaired by the president of the NCLGA;
 - the Electoral Area Directors' Manager and/or the Chief Administrative Officer of the Regional District should be invited to attend the roundtable meeting.

CARRIED.

NEW BUSINESS (CONTINUED):

NB-6
OGC Delegation Agreement MOVED by Director Hiebert, SECONDED by Director Rose,
That staff review the proposed delegation agreement between the Electoral Area 'D' Director and the Oil and Gas Commission and prepare a report, including background information, for discussion at a future Electoral Area Directors' Committee meeting.

CARRIED.

REPORTS:

Lift from the Table MOVED by Director Rose, SECONDED by Director Hiebert,
That item R-4 be lifted from the table.

CARRIED.

R-4
Adjourn to Closed Meeting MOVED by Director Rose, SECONDED by Director Hiebert,
That permission be granted to resolve to a closed meeting , pursuant to Section 90 (1) of the Community Charter which states that a part of a (Board) meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
“(ii) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.”

Adjourn to Closed Meeting The meeting recessed at 2:40 p.m.

Reconvene The meeting reconvened at 2:55 p.m.

REPORT FROM CLOSED MEETING:

R-4
Rezoning Requirements for Public Utilities MOVED by Director Sperling, SECONDED by Director Hiebert,
That staff prepare a report for the Board regarding zoning requirements for independent power producers on Crown land.

CARRIED.

Adjournment: The Chair adjourned the meeting at 2:57 p.m.

Karen Goodings, Chair

Barb Coburn, Recording Secretary

From: Karen Goodings [<mailto:kgooding@pris.bc.ca>]
 Sent: November-08-16 2:04 PM
 To: Barb Coburn <Barb.Coburn@prrd.bc.ca>
 Subject: FW: Question and Suggestion from Manfred E. Stief - Farrell Creek
 Email for EADC discussion please.

From: Peter [<mailto:patria@pris.ca>]
 Sent: November-07-16 10:35 PM
 To: Karen Goodings
 Cc: Trish Morgan; Shannon Anderson
 Subject: Re: Question and Suggestion from Manfred E. Stief - Farrell Creek

Thank you, Trish, thank you Karen.

Yes, it is this Generic 911 you mention which came to my attention some time ago. I understood it is already being implemented in the million-head urban areas of our realm. At that time I put my case to the CRTC demanding that TELUS provide exact data to evidence their monthly fixed fee charge of \$32.00, especially so since we, the Farrell Creek people, paid for it all – remember Karin? The reply was what I expected: TELUS, et al, does not have to provide any such data to the CRTC as fees are created by a ‘formula’.

Outraged, I sent email to the then new minister Industry Canada demanding that laws be made allowing me to sell my hay under a ‘formula’, as per guaranteed treatment of equality under the Charter. Also demanded to know why it is allowed that TELUS charge fixed fees even though phone calls are never made, instead callers being charged for each call, which would be fair. Well, guess what, while all my emails I shot off to the previous administration under PM Harper were regularly answered, this new Liberal fellow (whose name I can’t even pronounce, never mind remember) couldn’t be bothered. This was the second or even third Liberal who told me to get lost, by inference – and I didn’t even use four-letter words.

I suppose, Karen, it would be too much to ask the PRRD getting hooked into this issue, demanding that Ottawa/CRTC takes a bit better care of the elderly in our country? I ask all the chiefs at the PRRD to look at the needs of your/Peace River people first and not stand to attention whenever Victoria shouts, ‘hut’. Understand, Karen, you voiced your concern, even objected, to this Site C Wild West show. If understood correctly, thank you for that.

Keeping the landline phone running: Have been toying with this for the better part of a year – held off solely due to the 911 problem. I should cancel it as it amounts to theft, nothing less. With regards to 911 online: Why can those people where 911 calls are reported to not create a registry for people without a phone and email only, entering street name + personal names, entering a password, perhaps for person verification, etc., then they would know as much from a 911 email as coming from a landline? If history has shown us anything, ‘where there is a will, there is a way’. Why wait for Ottawa/Victoria to make the first move when we can do it ourselves.

Again, my appreciation for looking into it. Let me know, Karen, the outcome of my suggestion for a business/professional/person rating system, whenever you get time for it.

Manfred

From: [Karen Goodings](#)
 Sent: Monday, November 07, 2016 5:36 PM
 To: [Peter](#)
 Cc: [Trish Morgan](#) ; [Shannon Anderson](#)

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Subject: FW: Question and Suggestion from Manfred E. Stief - Farrell Creek

Hi again, below you will find an email stream with an opinion to your question about 911. No need for you to find the emails that you sent as Trish has responded with an apology. Your second question about a registry will be forwarded to the next electoral area directors meeting for discussion. Hopefully there will be a recommendation coming forward to address your query. Thanks again for reminding us of our duty to due diligence.

From: Trish Morgan [<mailto:Trish.Morgan@prrd.bc.ca>]
Sent: November-07-16 3:13 PM
To: Director Karen Goodings
Cc: Shannon Anderson; PRRD_Internal
Subject: FW: Question and Suggestion from Manfred E. Stief - Farrell Creek

Good afternoon Director Goodings,

I have to apologize as we did receive an email from Mr. Stief just as the region started flooding and I apparently missed getting back to him during all of the chaos. Below is his email and below that I will provide a response. Please let me know if you would like me to email him or if you will speak to him directly.

Hi:

My name is Manfred E. Stief. I am a semi-retired farmer residing at 12078 Farrell Creek Road, near Hudson's Hope. Due to hearing and speech problems I am about to give up my phone as it became completely useless to me and rely solely on email contact with the outside world. Among the most important reasons to have kept my phone going, at almost \$400.00/annum in fixed fees to TELUS, was being able to report a power outage and the 911 emergency service. Living alone at my age 911 could be a lifesaver in some situations.

Just found out that reporting a power outage can now be done online – I hope it works as explained – but have not found a way to contact 911 via email or any other way on the Internet. Would there be someone at your office to answer this query for me?

Just in case it should be suggested, I did look at VoIP and rejected it as it costs nearly as much in fixed fees as TELUS is charging and response time is delayed and unreliable.

Thank you.

Manfred E. Stief,
Patria/MESTCO,
12078 Farrell Creek,
Peace River North, BC.

Thank you Mr. Stief for your email on June 14 and I am very sorry that I did not get back to you sooner. The day we received your email was right before the 1:100 year flood event in June and our office was in the process of initiating emergency response protocols and opening our Emergency Operations Centre to assist residences impacted by flooding.

With regard to your question, I would highly recommend that you continue to maintain some form of telephone communication. At this time in BC and Canada one CANNOT access 911 via internet – it can only be done via landline, VOIP or cellphone. 911 is available for the deaf and hard of hearing impaired via text message, but 911 service via internet is not anticipated within the next year. What you may have heard of is Next Generation 911. The Canadian Radio-television & Telecommunications Commission (CRTC) is currently

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working on developing protocols so that 911 call takers can receive pictures and videos via text message in order to assist and direct responders. This service is not yet in place and is not anticipated for another 5 years or so. Here is a link to where you can find more information <http://www.crtc.gc.ca/eng/phone/911/gen.htm>

While landlines can be the most expensive option, it will provide you with the best option for reaching 911 and for 911 to provide important information to those who are responding to help you – this will particularly be the case if you have health concerns. When one dials 911 from a landline in the Peace, the call taker is provided with your land line phone number and your civic (street) address. This information is then transferred to the responding agency like Ambulance or RCMP. This piece of information is important to responders as there are times where the individual calling 911 is not able to provide an accurate location or address to the call taker. Having the civic address can increase response times and decrease the amount of confusion when responding to an emergency. Also by having a landline you can still make 911 calls during a power outage.

If you are unable to maintain a landline and a cell phone on a contract is too expensive, I would recommend purchasing a pay and talk cell phone that is kept charged 24/7. Calling from a cell phone or VOIP is not ideal as the civic address is not provided to the call taker simply because of the nature of cell phones and that the user could be located anywhere. But sometimes the call taker can triangulate an area where the cell phone may be located between cell phone towers. However, this area could be very large in the rural area where we don't have many cell phone towers and thus making it difficult for responders to find the caller.

With VOIP, sometimes the 911 call taker is provided with a street address, but it is often not accurate as it is usually the corporate office address of the VOIP provider – sometimes many provinces away!

I hope this helps to answer your questions and again I am very sorry we did not get back to you sooner.

Trish Morgan | General Manager of Community & Electoral Area Service
 PEACE RIVER REGIONAL DISTRICT | Direct: 250-784-3218 | Cell: 250-219-3000
trish.morgan@prrd.bc.ca | www.prrd.bc.ca



PEACE RIVER REGIONAL DISTRICT

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From: Karen Goodings [<mailto:kgooding@pris.bc.ca>]
 Sent: Monday, November 07, 2016 9:52 AM
 To: 'Peter' <patria@pris.ca>
 Cc: Shannon Anderson <Shannon.Anderson@prrd.bc.ca>
 Subject: RE: Question and Suggestion from Manfred E. Stief - Farrell Creek

Good morning Manfred, sorry about last night. I started out responding from my phone and then decided that it was too difficult so prefer to use my PC for the response. To start with, --- thank you for contacting me. I was thinking about you the other day and wondering if you were still in Farrel Creek. Funny how that happens. Secondly, I need to let you know that I have not been the chair of the PRRD for three years. I am still the director of Area B so anytime you send any email to staff please make sure to send me a copy. Do you have the two emails that you sent? If you forward them to me I will look into your concerns and request a response to them. I am interested in your query as to a general registry but need you to know that we would be restricted to only being able to discuss those items which are directly under our purview. We are working hard

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at improving our ability to make sure the residents are better informed of what we do. Thank you for contacting me and hopefully you will still have the emails that you sent to the general email.

C-1

From: Peter [<mailto:patria@pris.ca>]

Sent: November-06-16 9:39 PM

To: karen.goodings@prrd.bc.ca

Subject: Question and Suggestion from Manfred E. Stief - Farrell Creek

Karin Goodings – Chair PRRD

November 6, 2016

Hi Karin:

I have two issues which I thought ought to be put directly before you.

1. Regarding the 911 emergency calls. Within a year I sent two emails to the PRRD general address asking for assistance > both were pointedly ignored. I sincerely hope the general employees at the PRRD do not all suffer from arthritis in their fingers and thus are able to run a keyboard. It is my understanding that 911 will be accessible online all over BC and that the first efforts to this end were introduced in the Lower Mainland (of all places, as if they need it most). I need to know how far this has advanced/when will it come to us here in the hinterland? I need to know this because I have to give up my landline phone – can't make calls due to health problems and have to pay TELUS \$400.00/annum in fixed fees, for nothing. Either way, though, my landline phone will be gone in a very short time and, most certainly, I will not get into the even more expensive and more useless cell phone circus.
2. Regarding the 'official' establishment of a all-embracing rating system in our country, which is long overdue and owed the people – under the principles of Democracy, if nothing else -. An official and verified rating system where people/customers can enter their experiences - good and bad - with businesses and employees along with elected officials of government , health and legal professionals, etc., etc.. Ratings – positive and negative – will be given as per satisfaction of patients, customers, etc.. I thought it best the PRRD as a public and (one hopes) neutral entity would establish, oversee and maintain such a thing rather than something entirely private which would look for profit. Yes, it would certainly cost money to create and run the thing, but to cover expenses a annual membership fee could be charged; which, however, should be very little.

If you agree in whole or at least with the basic concept, Karin, perhaps you will be enticed to bring to the attention of your board or whatever is required to get the ball rolling.

Thank you.

Manfred E. Stief,
Patria/MESTCO,
12078 Farrell Creek Rd.,
Peace River – BC, Canada

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From: Karen Goodings [mailto:kgooding@pris.bc.ca]
Sent: November-09-16 10:25 AM
To: Barb Coburn <Barb.Coburn@prrd.bc.ca>
Subject: FW: report of fire

Good morning, please add this email to the EADC meeting agenda. thanks

From: Sawchuk, Terry ENV:EX [mailto:Terry.Sawchuk@gov.bc.ca]
Sent: October-25-16 12:22 PM
To: 'Karen Goodings'
Subject: RE: report of fire

Back in 2012 a decision was made (by Victoria and Prince George) to close the MOE Environmental Protection Office here in FSJ and move all staff (FTE's) down to Prince George and (eventually with the restructuring of MOE) around the Province. As a result there are no MOE staff in FSJ to do permit inspections or respond to complaints any longer. These duties have now been spread out to staff located around the Province.

Terry

From: Karen Goodings [mailto:kgooding@pris.bc.ca]
Sent: Tuesday, October 25, 2016 11:39 AM
To: Sawchuk, Terry ENV:EX
Subject: RE: report of fire

Thanks Terry.

From: Sawchuk, Terry ENV:EX [mailto:Terry.Sawchuk@gov.bc.ca]
Sent: October-25-16 11:34 AM
To: 'Karen Goodings'
Subject: RE: report of fire

Just to let you know both Alan Stebbing and I here in the office don't deal with any MOE Authorizations (processing, inspecting or compliance). We will deal with an issue that is reported as a spill or an Emergency. But if it is from an Authorized site or received as a general Complaint we will then quickly turn it back over to either Regional Operations Authorizations or Compliance.

Terry Sawchuk
Environmental Emergency Response Officer
Ministry of Environment, Environmental Emergency Program
Northern Region (Peace)

C-3

TO ALL ADDITIONAL INTERESTED PARTIES:

Please see enclosed the papers we received by express post from Encana, acting as though they have some sort of right to dictate to us how they are going to divert a large volume of water from the Pouce Coupe River.

We have been senior water license holders since 1992, and previous to that with another license on the same river since 1982.

Our success as the only viable Mixed vegetable producer/shipper in the Region, in business since 1975, depends totally on our ability to irrigate successfully from the Pouce Coupe River.

We believe that the proposal from Encana will materially impact our success, and our ability to pass the operation on to a future farmer.

Encana has chosen to subvert the process of applying for a water license, and we were told by the Farmer's Advocacy Office in Dawson Creek that the Ministry of Environment water management Branch was only notified by Encana of their construction of a huge lake/reservoir well after the reservoir was under construction. As far as we were told, the Ministry then capitulated to Encana, and allowed them to proceed, in spite of the fact that we were not even given notice. This letter of notice comes well after the Water Management Branch has given approval. Mr. Robert Puccini, Section Head Water stewardship Branch, with the Ministry of Forests, Lands, and Natural Resource Operations, in Prince George failed to make this known to me during a phone conversation on Thursday, Nov. 17, stating that I should take it to our MLA. In other words, he is in breach of Water Management License application rules on behalf of Encana, and in denial to us. You all do the math. Please note that the 3 days notice is a gross and glaring mistake of what is supposed to be a legal document served by Encana

Robert Piccini can be reached at phone number 250-565-6135, fax no: 250-565-6629, or failing that,

Fax No. 250-561-3476, Ph: 250-565-6779, or 250-614-6400. These numbers all seem to work, yet somehow nobody wants to answer our call again today. We posit they have us on call display at this point.

Web: <http://www.env.gov.bc.ca/wsd/>

paper mail: 325-1011 4th Avenue, Prince George, B. C. V2L 3H9

Ministry of Forests, Lands & natural Resource Operations, Water Management

December 1, 2016

C-3

Kevin & Barbara Knoblauch
Valley Gardens since 1975
S3 C15 R.R. 2 STN LCD
Dawson Creek, B.C. V1G 4E8
(250) 206-0046
Nov. 16, 2016

Encana Corporation
500 Centre St. SE
PO Box 2850 T2P 2S5
Calgary, Alberta 403.645.2000

Dear Ashlin Ray, contractor for Encana Corporation, *PLEASE SEE ADDITIONAL LAST PAGE*

RE: Encana File: S471129, proposed water license application

Firstly, we require an additional time period of a minimum of 90 days to study downstream impacts to the Pouce Coupe River system, given the proponents ongoing annual water diversion aspirations. The proponent looks somewhat ridiculous citing section 13(3), as if they are desperate for immediate response and need, and the government in general looks pretty shoddy in allowing legislation to exist that essentially browbeats little farmers like us into submission, usually by default. You poor folks at Encana are real desperate to find more gas right away, now aren't you? Mostly, you are desperate to make sure little people like us don't have time or resources to respond at all.

Secondly, we request from the Water Management Branch the baseline studies that are a prerequisite for determining water volumes available during spring freshet. Given forecasts that factor in extreme weather, including possible low to nil winter snowpacks in the region, we would require as a condition of license, that the proponent, if approved, act under our explicit direction, as senior license holder since 1992, should a shortage in the entire system be encountered. Planning drilling completions with enough lead time to accommodate what could be highly marginal river flow rates, even during spring run-off could be problematic, resulting in conflicts several years down the road that would place the entire river eco-system at risk, and place our ongoing need for river fed well water for our greenhouse crops and our domestic use at risk right when we need it the most. We plan an enhanced larger greenhouse production model going forward, as a direct response to the increased flood risk to our field production vegetables on riverflat immediately adjacent to the Pouce Coupe River, as was the case this year. We lost our entire crop in the field, so maintaining a viable economic unit depends on more well water in spring and all summer for increased greenhouse and cold frame production in the coming years. In fact, this the spring of 2016 was a case in point: Extreme drought in early spring, and low freshet volumes caused by low winter snowfalls resulted in less than anticipated river flow rates very early, and crop germination demands given the extreme drying winds and heat in early spring placed unusual need on what water the river could give us. Had the dry weather continued, we would have been in a water shortage by the end of June. In other words, major work to re-locate the intake and pump, and reconfigure the entire system right at the time when we are at our busiest trying to keep ahead of weeds and extreme heat.

Third, the loss of 800,000 cubic metres from the river in spring results in a loss of the natural ability of the entire river system to flush itself of contaminants from all upstream sources. The Pouce Coupe river system is particularly vulnerable in this respect; and please feel free at the Water Management Branch to review these sources, and please accept our sincere appreciation for the decades of work the

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Ministry has done to ameliorate and remove these upstream sources, in a very wise endeavor to save a viable ecosystem throughout the Pouce Coupe River Valley. Without the highly valued work of the many dedicated civil servants, many now gone, the Pouce Coupe River could be in much worse shape now. We have a duty to respect that, and a duty to protect that work for future generations, especially with the extreme loss of the floodplain lands in the Peace River Valley, and the intrinsic and supporting ecosystem. This is no small matter. Loss of 50% of the only landbase that can be irrigated in perpetuity without destroying the soil, essential for the richest Agricultural discipline: Horticultural Field and Orchard Production.

A viable ecosystem in the Pouce Coupe River Valley has proved essential for our ongoing pesticide free production. River shorebirds such as kildeer and sandpipers make their home just a few yards from our gardens, and thrive on an abundance of bugs only to be found on our vegetable crops. These birds require nesting habitat along the river's edge and sandbars, refreshed by adequate spring run-off. Locally endangered Great Blue Heron migrate annually to the Pouce Coupe River, and feed on the abundance of bullfrogs still resident. During shallow flood events, we have seen blooms of baby bullfrogs by the hundreds. We have resident bullfrogs all summer in the greenhouse, feeding on slugs and worms all night long, allowing us to produce pesticide free cucumbers, peppers, and tomatoes, which are highly prized by our many valued customers. We put pans of water out to encourage them. They overwinter in the warm mudbanks along the river, and migrate to the greenhouse and flowerbeds every spring. And they come out at night all summer in the garden to feed on the slugs and other insect life in abundance. I could go on at length about the very direct connection the Valley Ecosystem has on our ability to produce healthful pesticide free fruits and vegetables for our many valued customers.

That river ecosystem depends very heavily on the spring freshet to flush and re-juvenate the entire Valley. Removing 800,000 cubic metres of water from that process even in years with adequate snowpack is therefore highly problematic, and totally irresponsible in any year with less than average run-off levels. The Pouce Coupe River Valley is also critical as a North-South Migratory Corridor, in an increasingly fragmented Northern Boreal. Essential for an abundance of waterfowl species, including Great Blue Heron, Canada and Snowgeese, numerous Duck species, Eagles, Hawks, Owls, Robbins, Juncos, Sapsuckers, Downey and Hairy woodpeckers, Northern Flickers, resident Grouse, Western Tanagers, Grosbeaks, Jays, Whiskeyjacks, Redpolls, Chickadees, Meadow Wrens, Cliff Swallows, Red-headed Woodpeckers, Yellow Warblers, Flycatchers, Rufous Hummingbirds, Sparrows, Western Meadowlarks, Blackbirds, and numerous other Warbler species, as well as Ravens and Magpies. And some very threatened resident cliff dwelling bats. All these critters depend on a rich abundance of insect life. Insects that depend on water, aquatic plants, and river mud, and nesting safety and food along the river.

The River depends on water, and in the case of the Pouce Coupe River, the Spring Freshet is often critical for the seasonal health of the River. Removing the volume indicated by Encana, therefore, could literally become a make or break situation for the minnows, sweetgrass, dragonflies, bullfrogs, etc. etc. that the birds depend on for survival and rearing of young. The longer we farm our little patch in this increasingly threatened Valley, the more we understand just how valuable it is for that migration and nesting ecosystem, and how important it is for keeping us pesticide free. Please note that I have only mentioned bird and insect life in a minor cursory way, and can provide dozens of examples of how important the river and valley are to all other life forms. For years, we could work in the gardens all day without insect repellent. This was made possible by virtue of the resident bats, and the colonies of cliff swallows. It took us a couple decades to realize this, and lately, mosquitoes have become a problem. The bats and Swallows have diminished, with few sightings now. All of us dirty humans just really don't understand what we have until it's gone.

C-3

A requirement of my approved water license granted by Rob Kopecky stipulates respect for and protection of the resident Minnows in the Pouce Coupe River. He gets the simple fact that from this, flows respect for all the other critters that depend on a viable River that supports those Minnows.

I'm the guy who made sure we did our best to not mess that up. We would really appreciate that our years of treading as softly as we can be respected by Encana, and the BCOGC, and the folks at the Water Stewardship Branch of B.C. Based on all the above, we therefore object to approval of the Encana Pouce Coupe River water withdrawal project, pending much further study and negotiation.

The Pouce Coupe River Valley Migratory Corridor is much more valuable long term than a few more fracked wells. And please keep in mind that I AM NOT against Fossil Fuel development, just against OVERDEVELOPMENT that will ruin what little ecosystem we have left in the north. 800,000 CUBIC METRES compared to our license of 24,669.6 cubic metres. As well, the ongoing removal of that much water from the overall Hydrologic cycle of the Northern Ecosystem seems highly problematic. Encana can just get busy and find some underground saline aquifers, or recycled frack water and do it properly. Leave the damn surface water alone.

We have neighbours all around us who all seem obsessed with having their patch of wilderness, along with their noise and their monster dogs and trucks, all supported by the gaspatch, and the jobs. Thier monster dogs have driven our poor resident groundhogs to extinction, and all the birds take cover around us as we have a no dogs or cats policy. There should be a barren dusty desert somewhere that could be designated for oilpatch workers. Because that's what they are hell bent on leaving everyone else, one way or the other.

It's great to know the B.C. Government has sold off all the subsurface rights underneath the Pouce Coupe River Valley. Any small leak of sour gas from wells adjacent to and above the Valley will be of course catastrophic for all life on the Valley Floor. We haven't even had the courtesy of a reply from the BCOGC regarding this matter; we have no idea as to if the gas under us is sour or mostly sweet. This uncertainty leads us to discourage our grandchildren from any aspirations that motivated us when we started here in 1975. Back then we still had Screech Owls, that are totally dependent on big old mature black poplar for nesting. The Owls are gone, and very likely, we will be too, since very little respect for the Industry of Horticulture exists, or likely ever will exist in this part of the Province.

Kevin & Barbara Knoblauch
Valley Gardens, SINCE 1975

Copies: by fax

Robert Piccini, Section Head, Water Stewardship Branch, Prince George

Steve Thomson, Minister, Forests, Lands, & Resource Operations, Victoria

B.C. Oil and Gas Commission, Dawson Creek Branch

December 1, 2016

Fax list:

Robert Piccini, Section Head, Water Stewardship Branch, Prince George PH: 250-565-6779
FAX: 250-561-3476

Steve Thomson, Minister, Forests, Lands & Resource Operations PH: 250-387-6240
Rm 248, Parliament Bldgs., Victoria, B.C. V8V 1X4 steve.thomson@gov.bc.ca FAX: 250-387-1040

B.C. Oil & Gas Commission, Dawson Creek, B.C.? www.bcogc.ca PH: 250-794-5200
(fax number required) FAX:

Ashlin Ray, Surface Landman, contractor to Encana Corporation PH: 403-645-4957
Cell: 403-804-3044
ashlin.ray@encana.com
FAX: 403-290-6519

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To all the parties included in the above letter, sent by fax and registered mail:

Addendum to the above letter: A drastically reduced spring freshet flow caused by the large diversion proposed by Encana will result in a much poorer water quality for our essential irrigation needs. What will be left is all the water from contaminated sources from Pouce Village Effluent discharges, Dawson Creek Lagoon overflows, and leachate contaminants from the Dawson Creek landfill site adjacent to the Creek, which flows directly into the Pouce Coupe River. As well, all upstream ditch drainages, highway runoffs, and upstream sources such as Bissett Creek, the Dawson Creek, etc., will have higher ppm of chemical and organic contaminants that we will have to depend on for our essential irrigation needs. Who is going to monitor Encana and their pumping needs when marginal freshets occur? Who is going to monitor Encana and meter their volumes of withdrawal?

The resulting degradation of the water quality will not only be a game changer for what can survive for wildlife that underpins our ability to stay pesticide/organic with our production, we believe that it will in fact cause us to lose our ability to irrigate altogether, without significant negative impacts to the quality of our produce. Without safe reliable irrigation, our farm is out of business. You people all just get busy and figure that one out. It's called limits to growth, and the fossil fuel industry had better realize that they can't have it all, and they can't have their cake, and eat it too. We will be contesting this in court if need be, as the Ministry of Lands and Forests and Water Stewardship is already in breach, by allowing the construction of a huge lake to hold the diverted water, even before we have been served proper notice, and before any approval can legally take place. As well, the notice we were served by Encana is substantively in error in stating we have 3 days to respond. This was admitted to me by the Encana representative in charge, Ashlin Ray, on the phone on Thursday, Nov. 17. So a highly material application that could put us right out of business is being subverted before anyone has even given approval. We're about ready to file an injunction to stop it, and request that Robert Piccini, with Water Management come clean about his Ministry being in knowledge of the ongoing construction of the lake to hold Pouce Coupe Water, well before any license to divert this large volume from the Pouce Coupe River has been granted.

Based on the above letter and addendum, we request that the work on the project be halted. If we don't get written confirmation from the included parties within 14 days, we will be going public, and we will be doing what we can to legally stop the project.

I was hoping to turn this small farm over to my 11 year old grandson in a few years, but thanks to all the losers in the Energy sector and the losers in Government who think they are going to build a real economy by shipping gas, we will be advising him to leave the region if he values his future.


Kevin & Barbara Knoblauch
Valley Gardens, since 1975

All parties, plus addditionals to receive addended fax copies, as well as registered mail copies.

Additional copies to go to interested parties at our discretion.

December 1, 2016

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encana

November 1, 2016

Xpresspost

KEVIN KNOBLAUCH
BARBARA KNOBLAUCH
SITE 3, COMP 15, RR 2 STN LCD
DAWSON CREEK, BC V1G 4E8

Dear Rights Holder:

RE: Notification Letter
Project Description: Encana Proposed Water License - Pouce Coupe River
Legal Description: N ½ 14 & SE 23 TWP 77 SEC 14 W6M
Peace River District
Encana File Numbers: S471129

Encana Corporation (Encana) is proposing to apply to the BC Oil and Gas Commission (BCOGC) to receive a water license for the purpose of long-term water sourcing at the following proposed location:

- Pouce Coupe River – SE 23-77-14 W6M Withdrawal Location (see attached map)

Pursuant to the requirements under the Water Sustainability Act, Section 13, the purpose of this letter is to provide you with information regarding the proposed project.

If you feel at any time that we have not adequately addressed your concerns, you may deliver to the decision maker (BCOGC) any objection you may have to the granting of the application, outlining the reasons why this proposed project should not be carried out or should be modified. Any objection must be received by BCOGC within 3 days of receipt of this letter, as outlined in Section 13(3) and Section 117(2) of the Water Sustainability Act. *MATERIALLY & LEGALLY INCORRECT!*

To discuss this project, please contact a representative below:

General Inquiries and Contact Persons:	Encana Calgary Representative: Ashlin Ray Surface Land Coordinator	Telephone No: (403) 645-4957 Cellular No: (403) 804-3044 E-Mail: ashlin.ray@encana.com Surface Land Fax No:
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Encana Corporation

500 Centre Street SE PO Box 2850 Calgary AB T2P 2S5 CANADA 403.645.2000 encana.com

encana**C-3**

		(403) 290-6519
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Emergency Contact:	Encana Main Line Telephone No: (403) 645-3333 (24 hrs)
	OGC 24 Hour Incident Reporting Telephone No: 1-800-663-3456

Development need and location:	Encana requires water from multiple water sources to meet our hydraulic fracturing needs associated with our ongoing drilling and completion programs within our Dawson South Operating Area. Some of these sources are being sought as contingency volumes should primary water source volumes be constrained or unavailable. The majority of these sources require licensing as referenced above, the Pouce Coupe River is one of the contingency water sources.
---------------------------------------	--

General Description of Project:	Encana Corporation is proposing to withdraw water from the Pouce Coupe River. This water withdrawal will occur during the spring runoff period when the flows are sufficient to allow for withdrawals. Water pumps will be set up adjacent to the river on a temporary basis for the withdrawal of water. Water will then be transported via temporary above ground water pipeline from the river to the Encana 3-30-77-14 Water Reservoir. Encana intends to utilize a temporary staging area for the pumping equipment that will not require any permanent construction or ground disturbance. The temporary above ground water line is made up of a flexible hose and will not require any ground disturbance or permanent routing. The license application will be for an annual volume of 800,000 cubic meters. The actual withdrawal amount will be determined by adequacy of river flow, completions water demand, and storage.
--	--

Timing:	We are seeking an approval Q1 2017 to enable yearly withdrawals commencing potentially Q2 2017. The duration of the withdrawal will fluctuate dependent on runoff period. The temporary above ground water pipeline will be associated specifically with the timing of the withdrawal.
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Noise:	Any increase in noise will be temporary in nature and associated with the water pumping equipment.
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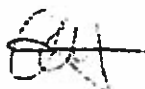
Traffic:	An increase in traffic is temporary in nature and will include light traffic only. Encana is attempting to minimize long term traffic impacts by transporting water via pipeline. In consideration of traffic impacts to residents and the public road system we have determined a "preferred route" for all industrial traffic throughout the proposed water withdrawal. Some of the strategies include preferred routing, dust abatement and strategic travel times in sensitive areas.
-----------------	---

Below is a list of additional resources and information available from Encana, or from the OGC.

Should further information be required regarding this project, please contact one of the representatives listed at the beginning of this letter.

Sincerely,

ENCANA CORPORATION
ACTING BY AND THROUGH ITS AUTHORIZED AGENT
ENCANA SERVICES COMPANY LTD.

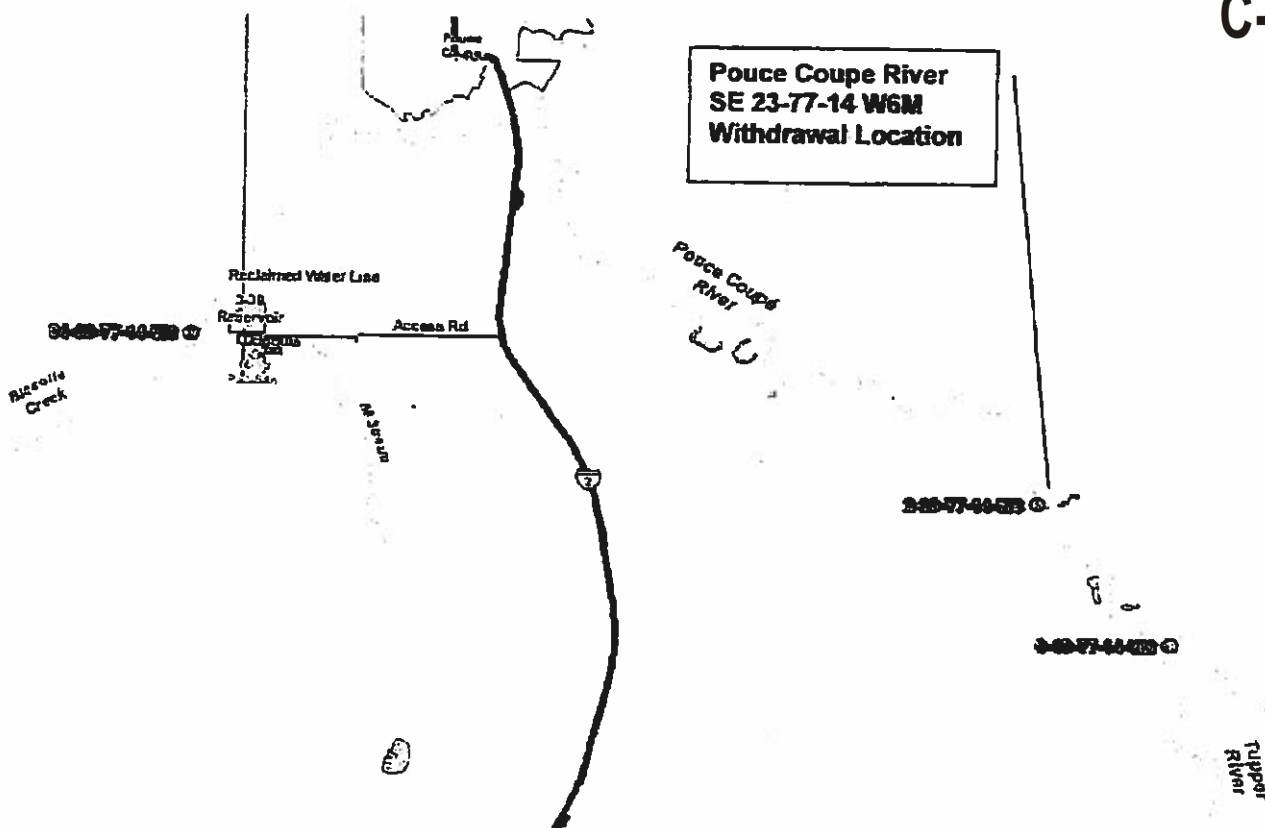


Ashlin Ray
Contract Surface Landman
Encl.: Map(s)

British Columbia Oil & Gas Commission: Website: www.bcogc.ca Phone: (250) 794-5200

Chicula

C-3



Job No. S471129, Rev. 0
2016-08-26



Peace River Regional District REPORT

R-1

To: Electoral Areas Directors' Committee

Date: November 7, 2016

From: Claire Negrin, Assistant Manager of Development Services

Subject: Proposed Draft PRRD Private Campground Guidelines

RECOMMENDATION:

That the Electoral Areas Directors' Committee forward the Draft PRRD Private Campground Guidelines to the Regional Board for approval.

BACKGROUND/RATIONALE:

Following direction from EADC as stated by the resolutions found below, Staff have revised the Draft PRRD Private Campground Guidelines. The Guidelines have been redeveloped into a pamphlet-style document, with a focus on health and safety. Information contained within the Guidelines has been presented with an educational approach rather than regulatory. The intent of the Guidelines is to help campground owners find pertinent information related to the development and operation of campgrounds.

Prior to the Guidelines being considered by the Regional Board, Staff have provided the Draft PRRD Private Campground Guidelines to EADC for final review.

Below is a brief history of the document to date:

At the March 17, 2016 EADC Meeting:

After a lengthy discussion regarding the proposed campground bylaw, management was asked to review the bylaw and investigate using guidelines rather than a bylaw to mitigate safety concerns then report back to the Electoral Area Directors' Committee.

At the March 24, 2016 Regional Board Meeting:

R-10 March 19, 2016 – Karen Goodings, Chair of Electoral Area Directors' Committee DRAFT CAMPGROUND BYLAW RD/16/03/24 (24) MOVED Director Goodings, SECONDED Director Rose, That the results of the public meetings on the draft Campground Bylaw be forwarded to the Electoral Area Directors' Committee (EADC) for review and that any recommendations come back to the Board for consideration. CARRIED.

At the April 29, 2016 EADC Meeting:

R-5 Proposed Draft Campground Bylaw MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Electoral Area Directors' Committee recommends to the Regional Board that the proposed Campground Bylaw be replaced with guidelines and that staff prepare the 'Private Campground Guidelines' for the Regional Board's consideration. CARRIED.

Staff Initials: 

Dept. Head:


December 1, 2016

CAO:



Page 1 of 2

At the July 21, 2016 EADC Meeting:

R-5 Proposed Draft Private Campground Guidelines

The Directors discussed the proposed guidelines for campgrounds on private property. They requested that staff make some further changes and bring it back to Electoral Area Directors' Committee for more discussion.

STRATEGIC PLAN RELEVANCE:

FINANCIAL CONSIDERATION(S):

COMMUNICATIONS CONSIDERATION(S):

The approved PRRD Private Campground Guidelines will be posted to the PRRD website, printed copies will be made available at both offices, and copies will be sent to all existing campground operators within the region.

OTHER CONSIDERATION(S):

Attachments:

Draft PRRD Private Campground Guidelines



PEACE RIVER REGIONAL DISTRICT

PEACE RIVER REGIONAL DISTRICT

Campground Guidelines



November 2016

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December 1, 2016

Introduction



These Guidelines have been established in order to assist campground operators in the general development and operation of campgrounds within the Peace River Regional District (PRRD) Electoral Areas.

This document includes information on best practices regarding health and safety, fire protection, and campground development and operations. These guidelines are not intended to be used for mobile home parks, hotels, motels, marinas or work camps.

It is the responsibility of campground owners and operators to comply with any relevant Regional, Provincial or Federal legislation. Contact information for these agencies has also been provided.

Safety Guidelines

Camping Unit:

A tent, tent trailer, truck camper, travel trailer, fifth wheel, park model trailer, tiny home on wheels, motor home and any other unit designed to travel by road, and intended to be used as a temporary, mobile accommodation.

The health and safety of the general public, owners, operators, staff, and any other persons entering the property should be the first priority when establishing, operating, and maintaining any campground. The following guidelines set out some best practices pertaining to health and safety issues within campgrounds.

General

- Camping units should be properly blocked and tied down (if applicable) to help prevent issues caused by inclement weather, loose debris, and other unforeseen accidents.
- Access roads need to accommodate emergency vehicles. No vehicles or camping units should be allowed to block or impede roads and accesses within the campground.

Fire Protection

- All campgrounds should be in compliance with the most current BC Fire Code.
- All campgrounds, individual campsites, and camping units should comply with the most current CSA code B-149.2 concerning propane storage and handling.
- Portable fire extinguishers should be kept in all campground facilities and these devices should comply with all relevant codes and standards.



December 1, 2016

- Additions should not be constructed on camping units as they may not be built to proper codes and may increase the risk of fire. Should campground operators choose to allow such structures, some minor structures may not present as significant of risk, including:
 - skirting around the undercarriage of a camping unit;
 - a deck less than two feet high; or,
 - an Arizona room.

Solid Waste & Water

- Any necessary water supply and sewage disposal systems will require authorization from the Northern Health Authority.
- Camping units should not discharge solid, grey or black sewage into the environment except in an authorized sewage disposal facility.
- Garbage and recycling bins should be accessible, clearly marked, adequate to contain all onsite waste, and should be wildlife/bear proof.

Development Information & Guidelines

- Structures placed on blocks or any other permanent foundation may be considered permanent and may be subject to zoning and permitting through the Regional District. Contact the Development Services Department for further information.

Storage

- Campground operators should check with the applicable Zoning Bylaw in their area to determine if RV storage is a permitted use, and whether any location restrictions apply. Contact the Development Services Department for further information.

Campsites

- Individual camp sites should be marked and numbered. Sites should be large enough to accommodate RV's with slide outs or awnings.
- Greenspaces should be placed between campsites, and are recommended to be 4m wide in order to accommodate amenities such as trees, shrubs, fencing, screening, picnic tables, and benches.

Buffers

- Buffers should be maintained between a campground and a road or highway, or along residential areas. Buffers are recommended to be at least 5m wide with fencing and/or trees in order to provide visual screening and to help reduce noise.



Arizona Room

A covered patio or porch consisting of a single room enclosed with insect screening.



RV with slide outs

December 1, 2016

Relevant Groups and Agencies

Peace River Regional District

Dawson Creek Head Office

PO Box 810
[1981 Alaska Avenue]
Dawson Creek, BC V1G 4H8

Telephone: 250 784-3200
Toll-free: 800 670-7773
Fax: 250 784-3201
E-mail: prrd.dc@prrd.bc.ca

Fort St John Branch Office

9505 100 Street
Fort St. John, BC V1J 4N4

Telephone: 250 785-8084
Toll-free: 800 670-7773
Fax: 250 785-1125
E-mail: prrd.fsj@prrd.bc.ca



External Agencies

BC Fire Code

Website: www.bccodes.ca

CSA Standards

Website: www.shop.csa.ca
Email: sales@csagroup.org
Tel: 416 747-4044
Toll-free: 800 463-6727

Northern Health Authority

Dawson Creek

Environmental Health Officer
1001 110th Ave
Dawson Creek, BC, V1G 4X3
Tel: 250 719-6500

Fort St. John

Public Health Protection
10115 110th Avenue
Fort St John, BC V1J 6M9
Tel: 250 263-6000

BC Parks

Website: www.env.gov.bc.ca/bcparks

BC Lodging & Campground Association

Suite 209 - 3003 St. John's Street
Port Moody, BC V3H 2C4
Tel: 778-383-1037
Website: www.travel-british-columbia.com

December 1, 2016

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REPORT

To: Electoral Area Directors Committee (EADC)

Date: November 9, 2016

From: Bruce Simard, General Manager of Development Services

Subject: Municipal Participation in and Voting on Electoral Area Planning (Part 14)
LGA s.381

RECOMMENDATION(S):

For Information

BACKGROUND/RATIONALE:

At the October 13, 2016 meeting the Regional Board endorsed the following recommendation from the EADC:

RD/16/10/24

That staff be directed to prepare a report explaining the legislation that gives municipality's authority to participate in rural planning and to clarify the amount each municipality contributes to the planning function.

The opportunity for municipalities to participate in electoral area planning derives from s.381 of the LGA (see attached). This legislative scheme was established by the provincial government in 2000. Bulletin No. A.7.0.0 (Aug, 2000) provides an overview of the legislation. (attached)

Up to 2006, participation occurred through a variety of contracts that differed in scope and duration. From 2007-2010, five of seven municipalities had opted in. By 2011 six of the seven municipalities had been fully opted in, and all seven have been opted in since 2015.

The 2016 budget picture is attached in Exhibit 3.

In summary the scheme works as follows:

- Municipalities may choose to opt in fully or partially to participate in electoral area planning. Participation means the right to vote on Part 14 matters.
- To opt in fully requires only a resolution of the Council notifying the Board of the municipal intention. There is no vote on the matter and the municipality is automatically included in Part 14 decisions the following budget year, and required to contribute to the Part 14 budget through an apportionment of the requisition based on the jurisdictions that are participating.
- This participation continues until the municipality informs the Board of an intention to opt out or a desire to participate in a more reduced manner.
- The option to participate in a more reduced manner is facilitated through an agreement negotiated with the Board.
- Partial participation means municipal directors are entitled to vote on Part 14 matters to the extent established under an agreement and costs paid toward the Part 14 budget pursuant to the agreement. (examples of previous agreements in the PRRD are attached)
- There is no authority for the Board to require contracts with municipalities for reduced participation in Part 14 matters.

December 1, 2016

Staff Initials:

Dept. Head:

Bruce Simard

CAO:

[Signature]

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R-2

OPTIONS:

STRATEGIC PLAN RELEVANCE:

FINANCIAL CONSIDERATION(S):

COMMUNICATIONS CONSIDERATION(S):

OTHER CONSIDERATION(S):

Attachments:

LGA s. 381

Bulletin No. A.7.0.0 (Aug, 2000): Municipal Participation in and Voting on Electoral Area Planning

Backgrounder: Cost Sharing Part 14 Services

Maps

EXHIBIT 3

Category
1-6100

Management of Development

Basis of Apportionment:

Electoral Areas: Converted Hospital Assessments - Land & Improvements

Municipalities: Converted General Municipal Assessments -
Land & Improvements

Tax Rate or Other Limitations: None

LGA s. 800 (2) (f)

Adopted March 24, 2016

	Requisition Amount	Tax Rate Per 1000	Figures for Apportionment	Percent	Prior Year Adjustment	Adjusted Requisition
Tumbler Ridge	17,720	0.021	84,921,438	2.89%	-	17,720
Dawson Creek	52,405	0.021	251,143,553	8.56%	(316)	52,089
Hudson's Hope	8,088	0.021	38,760,367	1.32%	(6)	8,082
Fort St. John	115,847	0.021	555,181,831	18.92%	130	115,978
Taylor	8,984	0.021	43,052,312	1.47%	-	8,984
Pouce Coupe	2,236	0.021	10,715,824	0.37%	(6)	2,230
Chetwynd	12,822	0.021	61,446,619	2.09%	3	12,824
Area B	187,709	0.021	899,571,178	30.65%	49	187,758
Area C	52,485	0.021	251,526,749	8.57%	(4)	52,480
Area D	90,332	0.021	432,902,178	14.75%	277	90,609
Area E	63,796	0.021	305,732,888	10.42%	(127)	63,669
See Area E Jurisdiction Split Below						
Total	612,423	0.021	2,934,954,937	100.00%	0	612,423

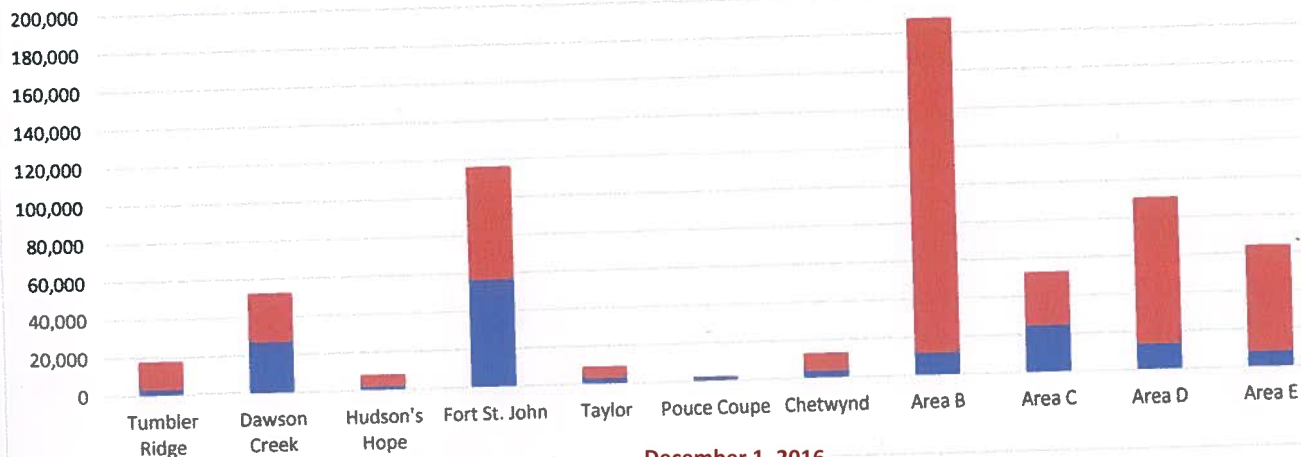
Area E - Jurisdiction 759	63,038	302,102,411	98.81%	(125)	62,913
Area E - Jurisdiction 760	758	3,630,477	1.19%	(2)	756
	63,796	305,732,888	100%	(127)	63,669

Municipal Requisition	217,906
Electoral Area Requisition	394,517
Total Requisition	612,423

After Prior Year Adj

	Last Year	Change %	Change \$
Requisition	768,178	-20.3%	(155,755)
Assessment	2,753,809,522	6.6%	181,145,415
Tax Rate	0.028	-25.2%	(0.007)

Class 1 - Residential Total All Other Classes



December 1, 2016

LGA s. 381

Cost sharing for services under Part 14 [*Planning and Land Use Management*]

381 (1) The costs of services under Part 14 must be apportioned on the basis of the converted value of land and improvements in the service area as follows:

(a) if no municipality has entered into an agreement under subsection (2) or opted out under subsection (3), among all the municipalities and electoral areas, with the service area deemed to be the entire regional district;

(b) subject to paragraphs (c) and (d), if one or more municipalities have opted out under subsection (3) and are no longer participating in the services, among the electoral areas and any municipalities that have not opted out, with the service area deemed to be those areas;

(c) if one or more municipalities have entered into an agreement under subsection (2) to share only some of the costs, those costs are to be recovered in accordance with the agreements and the remaining costs are to be apportioned among the other municipalities and electoral areas participating in the services;

(d) if a municipality is liable for costs under subsection (6) or (7), those costs are to be recovered from the municipality and the remaining costs are to be apportioned among the other participating municipalities and electoral areas.

(2) The board and a municipality may enter into an agreement that the municipality is to share in some but not all of the costs of services under Part 14, to the extent set out in the agreement and in accordance with the terms and conditions for the municipality's participation established by the agreement.

(3) Subject to subsection (4), a municipality may opt out of participation in services under Part 14 by giving notice to the board, before August 31 in any year, that until further notice it will no longer share the costs of services under Part 14.

(4) A municipality that is a party to an agreement under subsection (2) may give notice under subsection (3) only in the last year of the term of the agreement.

(5) After notice is given under subsection (3), the municipality ceases to participate in the services, effective at the start of the following year.

(6) As an exception to subsection (5), if a municipality that is not a party to an agreement under subsection (2) gives notice under subsection (3) after a board has passed a resolution authorizing the preparation of an official community plan or bylaw under Part 14, the municipality continues to participate in the services and must share the costs in that preparation until the earlier of the following:

(a) the date the plan or bylaw is adopted;

(b) 2 years after the date the resolution is passed.

(7) Subsection (6) also applies to a municipality that is a party to an agreement under subsection (2) if the official community plan or bylaw is in relation to the Part 14 services for which the municipality shares costs under the agreement.

Note:

References to Part 26 should now be to Part 14.
s.804.1 is now s.381

R-2

Using the Local Government Act **BULLETIN**

Date: August, 2000

**Bulletin
Number:**

A.7.0.0

Municipal Participation in and Voting on Electoral Area Planning

Rationale:

The new provisions, **which come into effect August 30, 2000**, primarily respond to the Municipal Act Reform principles of flexibility and resolution of inter-local government issues. The amendments respond to consultations with regional districts which emphasized the need to reduce conflict between municipalities and electoral areas and to encourage co-operative planning. Finally, they are consistent with the recommendations of the report by Professor Bish, commissioned by the ministry, which particularly emphasized the need for establishing fair voting rules. To this end the provisions:

- authorize broader, longer term agreements on municipal participation in electoral area planning; and
- change the rules for municipal directors' voting on municipal-regional district agreements for electoral area planning.

The overall objective is to encourage agreements between a municipality and the regional district with respect to the extent of participation in electoral area planning by the municipality. This is done by allowing greater scope and longevity of agreements, as well as clarifying the relationship between the agreement and notices relating to a municipality opting out of all electoral area planning services.

New Provisions:

Municipal Participation in Electoral Area Planning

- Regional districts are authorized under Part 26 to undertake planning and land use management within electoral areas, but this service differs from many other regional district services in two substantive ways:
- unlike most other services, the regional district is not authorized to provide Part 26 services in municipalities [section 873]; and
- unlike other services, all municipalities participate in decision making and share in the cost of the service even though they are not within the service area (unless the municipality indicates that it

does not wish to participate in electoral area planning, or can come to an agreement with the regional district on partial participation).

- Municipal participation is based on the view that planning benefits all areas, not just the electoral areas for which the plans are developed (i.e., good planning benefits the region as a whole). This can be seen most clearly in urban fringe areas, but is true, at least conceptually, for all electoral area planning. In addition, decisions about planning are often considered a general government or corporate responsibility of the entire board (similar to the decisions for establishing services) rather than a service operation or management decision of the participants.
- However, it is recognized that the extent of this benefit to individual municipalities is a matter that is best judged locally, based on the specifics of the situation. Therefore, the legislation provides opportunities for municipalities to make agreements with the regional district whereby the municipality partially participates in electoral area planning. The legislation also authorizes municipalities that have not entered into such agreements to provide notice to the regional district that it does not wish to participate in any electoral area planning services (i.e., municipal opt-out).

Signalling an intention to participate, partially participate, or not participate

- The legislation provides that a municipality is deemed to be fully participating in electoral area planning unless it provides a notice that it intends to opt-out entirely, or agrees with the regional district to participate partially (i.e., **if the municipality does nothing, it is deemed to be fully participating**). Full participation means that municipal directors are entitled to vote on all resolutions and bylaws relating to Part 26 matters and that costs related to Part 26 services will be apportioned to the municipality based on converted values.
- A municipality may make an agreement with the regional district which sets out conditions under which the municipality partially participates in electoral area planning. Partial participation means that municipal directors are entitled to vote on resolutions and bylaws relating to Part 26 to the extent authorized under the agreement, and costs related to Part 26 services will be apportioned to the municipality in accordance with the agreement.
- If a municipality does not have an agreement as noted above, or if it is in the last year of an agreement, it may provide notice to the regional district by August 31 that it no longer wishes to participate in any electoral area planning, in which case, the municipality ceases to be a participant in the following year. No participation means that municipal directors are not entitled to vote on any resolutions and bylaws relating to Part 26 and that the costs of the Part 26 service will not be apportioned to it (with the exception that it must continue to pay for plans or bylaws under Part 26 for 2 years after the board resolution initiating them). There is no longer a requirement to provide notice every year -- **once a notice has been given, the municipality remains excluded from participation in the service in all subsequent years until it either provides notice that it wishes to fully participate, or makes a partial participation agreement.**

Agreements

- Section 804.1 (2) provides that a municipality and a regional district *may* enter into an agreement that a municipality will participate in some, but not all, electoral area planning. The agreement authority differs from the previous authority in four important aspects:
- Councils and boards may make an agreement at any time in the year. The previous authority required that agreements be in place by August 31 and would become effective for the following year. The new authority allows agreements to be made at any time, with their effective dates set by the parties to the agreement.
- The agreement can be made whether the municipality is a full participant or has opted out. The previous authority allowed for an agreement only if a municipality had provided notice to opt out.
- The agreement may set out the terms and conditions of the municipality's participation. The previous authority was unclear about the extent to which the agreement could set out terms and conditions of participation -- it allowed the agreement to specify "particular plans, permits or bylaws and particular areas" but did not specifically allow any other terms. The new authority makes it clear that any term or condition which can be agreed upon may be provided for in the agreement. The legislation does not specify a maximum term or the scope of the agreement -- this is left to the judgement of the parties to the agreement -- but it is intended that certainty and stability be considered when entering into these agreements, and it is anticipated that these factors will be enhanced when broader, longer term agreements are developed.
- Once an agreement is made, the parties to the agreement are obligated to comply with the agreement until it expires or is amended. If circumstances change, the agreement can always be reviewed and renegotiated, but both parties will need to agree to any changes. Compliance with an agreement means, in part, that **once an agreement is in place, municipalities cannot either fully participate or fully opt-out of participation in electoral area planning during the term of the agreement.** The only exception to this provision relates to the last year of an agreement -- municipalities may provide notice to the board in the last year of an agreement that it wishes to fully opt-out of participation in electoral area planning effective the following year. This opt-out is authorized because the notice must be given by August 31 in a year, but is not effective until the next year (when the agreement would have expired).
- Both cost apportionment for Part 26 services and voting on Part 26 decisions should be dealt with in an agreement. Section 804.1(1)(c) provides that if a municipality has entered into an agreement, costs are to be recovered in accordance with the agreement (therefore, if the agreement does not provide for cost recovery, the municipality is not required to share in the costs). Section 791(12)(c) provides that while an agreement is in force, the director for the municipality cannot vote on Part 26 resolutions or bylaws except in accordance with the agreement (therefore, if the agreement is silent with respect to voting then the director is not entitled to vote).

Fairer Voting Rules

- All votes by the regional district board on planning agreements and resolutions and bylaws under Part 26 continue to be unweighted -- i.e., each director who is entitled to vote has one vote [section 791(2) and (3)].

- Voting rules for municipalities that are fully participating in electoral area planning have not changed. A director from a fully participating municipality continues to be entitled to vote on all partial participation agreements and all resolutions and bylaws pertaining to Part 26 services.
- Previous provisions prevented a municipal director from voting on the agreement for that municipality but allowed voting on another municipality's agreement. Section 791(12) is amended to eliminate the ability to vote on another municipality's agreement. Therefore, a municipal director representing a municipality that has entered into an agreement in accordance with section 804.1(2) in which it is a partial participant in Part 26 services, cannot:
 - vote on the acceptance of an agreement with the director's municipality;
 - vote on any agreement with another municipality; or
 - vote on any resolution or bylaw under Part 26 except as authorized by their municipality's agreement.
- Similarly, municipal directors representing municipalities that had fully opted-out were authorized to vote on other municipality's agreements. The provisions have been changed to prevent this. Therefore, a director for a municipality which has fully opted-out, cannot:
 - vote on an agreement pursuant to section 804.1(2); or
 - vote on bylaws and resolutions pertaining to Part 26 except when the municipality is required to continue to pay for Part 26 services under section 804.1(6) or (7).
- The timing of voting entitlement is also changed. With respect to agreements, as soon as a municipality has entered into an agreement, it is not entitled to vote on other agreements. However, the entitlement to vote on Part 26 services is linked to the term of the agreement, rather than the date it is entered into. Therefore, if a municipality and regional district agree in September of 2000 to limited participation in Part 26 services commencing in March of 2001, then the director for the municipality would be entitled to vote on all planning matters until March 2001 (assuming that the municipality has not opted-out of electoral area planning for 2000). Similarly, as soon as notice to opt-out has been given directors are not entitled to vote on agreements, but their entitlement to vote on Part 26 matters continues until January of the following year.

Related Provisions:

N/A

Practical Considerations:

- The intent of the new provisions is to encourage regional districts and member municipalities to enter into longer, more comprehensive agreements. This will avoid the annual renegotiation of agreements or annual decisions about opting-out which, in the past, have created uncertainty and, in some cases, conflict.
- The agreement provisions are broad both in terms of scope and timing. It is recommended that boards approach this new power prudently. Since a municipality cannot opt-in or out during the term of an agreement, and since an agreement may only be amended with the consent of both the

municipality and the regional district, it is recommended that initially consideration be given to agreements with relatively short time frames, for example, three years. Once the board and the municipality have had a chance to see how the agreement is working they may want to consider a longer or a shorter term.

- It is recommended that regional districts consider the annual budgeting and tax requisition system when negotiating agreements with municipalities. Agreements may be made at any point in the year, but the regional district must ensure that the effective dates of the agreement mesh with its requisition cycle.
- It is recommended that the agreement lay out the scope of the planning program, in the fullest detail possible, so as to minimize misunderstandings. This can provide an opportunity to deal with a number of critical issues including the following:

municipal interests in electoral area planning and vice versa;

consultation and referral processes between municipalities and electoral areas; and

the priority projects to be undertaken within the time frame of the agreement.

- Regional districts and municipalities are encouraged to use regional growth strategies and official community plans to establish municipal interests in electoral area planning and electoral area interests in municipal planning. This could, for example, focus on the definition of and policies for "urban fringe" areas.
- municipalities and regional districts may also want to use the new consultation requirement for Official Community Plans contained in the new section 879 as an impetus to develop protocols as to how the two jurisdictions can achieve cooperative planning processes. A bulletin will be developed on this topic prior to the new section 879 coming into effect.
- The Ministry will be undertaking research and will work with regional district and municipal planning staff on the development of model agreements and a best practices guide. In addition, Ministry staff are available to meet with regional boards and municipal councils to provide any assistance they might need in using these new legislative provisions.

Transitional provisions:

- [B.C. Regulation 241/2000](#) specifies that the new provisions will be effective August 30, 2000. This date has been chosen specifically because of the August 31 deadline for municipal opt-out notices.
- As in previous years, if a municipality wishes to fully opt-out of electoral area planning, it must do so by August 31.
- Also as in previous years, if a municipality and a regional district wish to enter into an annual partial participation agreement, and the agreement is made prior to August 31, the municipality must first give the regional district an opt-out notice and then may enter into an agreement. Voting on any of these annual agreements prior to August 31 would be based on the old voting rules (i.e., a municipal director cannot vote on its own agreement, but can vote on another

municipality's agreement). However, if partial participation agreement is voted on after August 30, it must be voted on using the new voting rules (i.e., municipal directors cannot vote on any agreements unless their municipality is fully participating in electoral area planning).

- If a municipality and a regional district wish to enter into a multi-year agreement under the new provisions, it may do so at any time. Depending on the timing, however, the process will be different. The two options are as follows:
- Agreements under the new provisions may be made before August 30. The *Interpretation Act* provides authority to exercise new powers prior to them coming into force, but states that the action has no effect until the new powers come into force. This means that the municipality and the regional district can use the new powers for making agreements before August 30, but that the agreements themselves have no effect until after that date. However, if the new agreement powers are used, voting on the agreements must be done in accordance with the new voting rules (i.e., municipal directors cannot vote on any multi-year agreements unless their municipality is fully participating in electoral area planning, no matter whether that voting takes place prior to or after August 30).
- Agreements under the new provisions may also be made after August 30. Both the new agreement powers and the new voting rules come into force August 30, and so are applicable to any agreements made after that date. **It is recommended, however, that municipalities currently negotiating a multi-year agreement consider its options with respect to opting-out as well, in case it cannot come to an agreement with the regional district. This is because if the municipality does not give a notice to opt-out by August 31 and subsequently cannot come to an agreement with the regional district, it is considered to be fully participating in electoral area planning.**

Local Government Act References:

Primary Sections: 791, 804.1, 879

Bill 14 Sections:



BACKGROUNDER

Cost Sharing Part 14 Services
Local Government Act Section 381

1.0 RATIONALE

According to Part 14: Planning and Land Use Management, of the LGA, the PRRD undertakes activities in the electoral areas of the region to plan, manage and regulate development. The PRRD considers that municipal participation in these activities is important because proactive planning benefits all jurisdictions.

2.0 PART 14: PLANNING AND LAND USE MANAGEMENT

Activities authorized under Part 14 include:

Official Community Plans
Zoning Bylaws
Public Hearings & Public Notifications
Advisory Planning Commission
Development Approval Procedures
Board of Variance
Housing Agreements
Parking & Loading Regulations
Run-off Control
Regulation of Signs
Screening & Landscaping Regulations
Flood Plain Regulations

Farm Bylaws
Development Permit Areas
Development Variance Permits
Temporary Industrial & Commercial Permits
Tree Cutting Permits
Application & Inspection Fees
Development Cost Charges
Development Works Agreements
School Site Acquisition Charges
Subdivision Servicing Regulations
Site Profile Assessments

3.0 SUMMARY OF MUNICIPAL PARTICIPATION

Municipality	1999	2000	2001	2002	2003	2004	2005	2006
Chetwynd	\$6,706 100%	\$6,705 100%	\$6,705 100%	\$6,705 100%	\$5,830 100%	\$5,830 100%	\$5,904 100%	\$6,662 100%
Dawson Creek	\$9,368 50%	\$9,247 50%	18,751 100%	25,031 100%	22,688 100%	22,599 100%	23,786 100%	24,442 100%
Fort St John	\$23,044 75%	\$25,052 75%	33,797 100%	33,797 100%	36,086 100%	36,086 100%	38,863 100%	42,764 100%
Hudson's Hope	\$2,524 100%	\$2,524 100%	2,524 100%	2,524 100%	2,338 100%	2,338 100%	2,492 100%	2,782 100%
Pouce Coupe	\$1,206 100%	\$892 100%	879 100%	1,106 100%	961 100%	863 100%	903 100%	998 100%
Taylor	\$2,320 100%	\$2,320 100%	2,320 100%	2,320 100%	2,572 100%	2,572 100%	2,924 100%	3,237 100%
Tumbler Ridge	0	0	0	0	0	0	0	0
Total	\$45,168	\$46,740	\$64,976	\$71,483	\$70,475	\$70,288	\$74,872	\$80,885

4.0 OPTIONS FOR COST SHARING

4.1 There are three levels of participation available, based on the geographic area over which participation in Part 14 Services is desired. These levels are set at 100%, 75% and 50%, as illustrated on maps for each municipality.

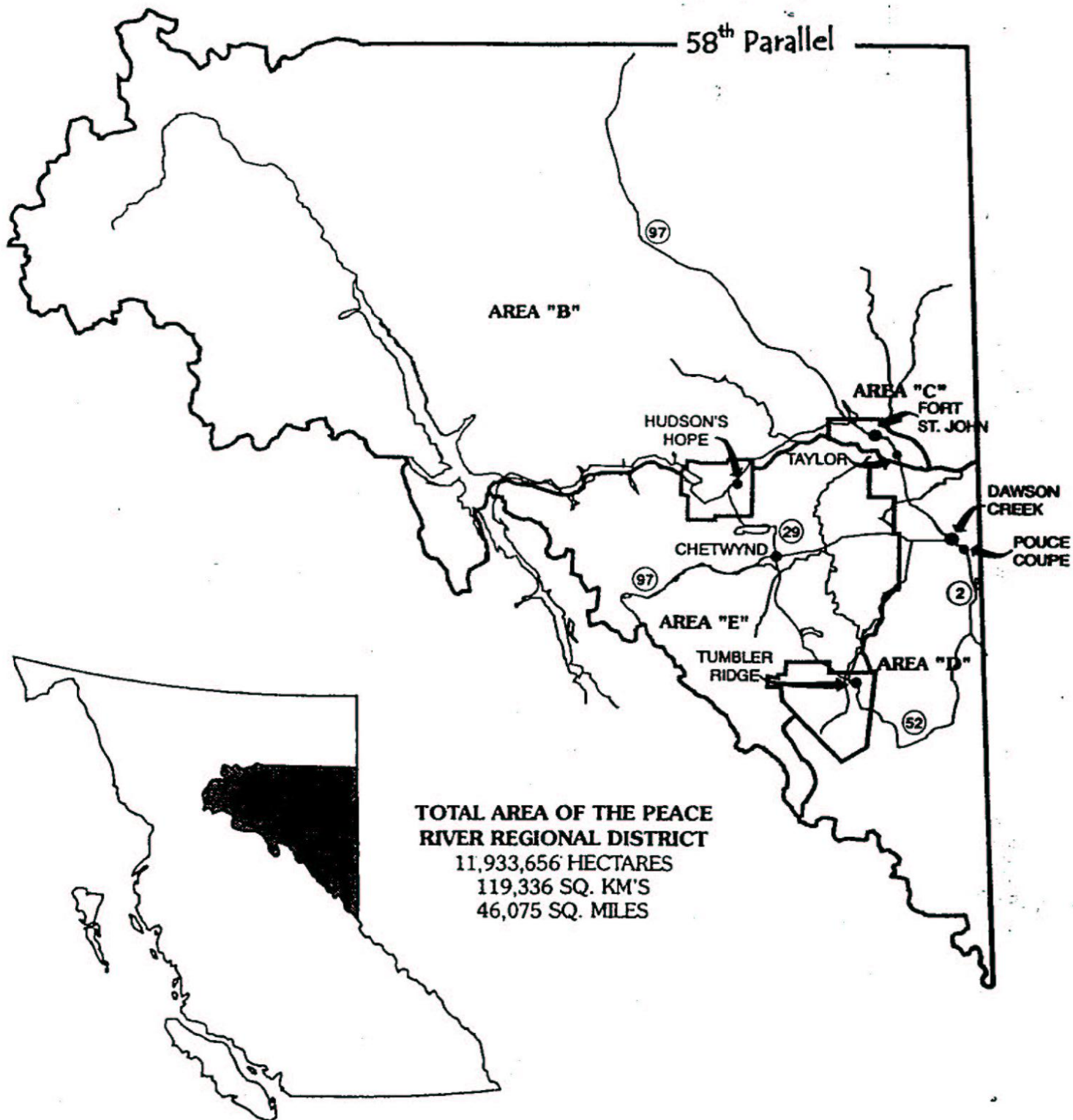
4.2 Two options for cost sharing are offered;
1) by requisition, or
2) by per-capita (not to exceed the 100% requisition amount)

4.2.1 The per-capita option is based upon population figures as estimated by BC Stats. This option is only available to those municipalities that choose the 100% participation level. The cost is calculated as follows:

Year	Population (est.)	Rate Per Capita
2006	18044	\$2.37
2007	18311	\$2.43 (est.)
2008	18582	\$2.49 (est.)

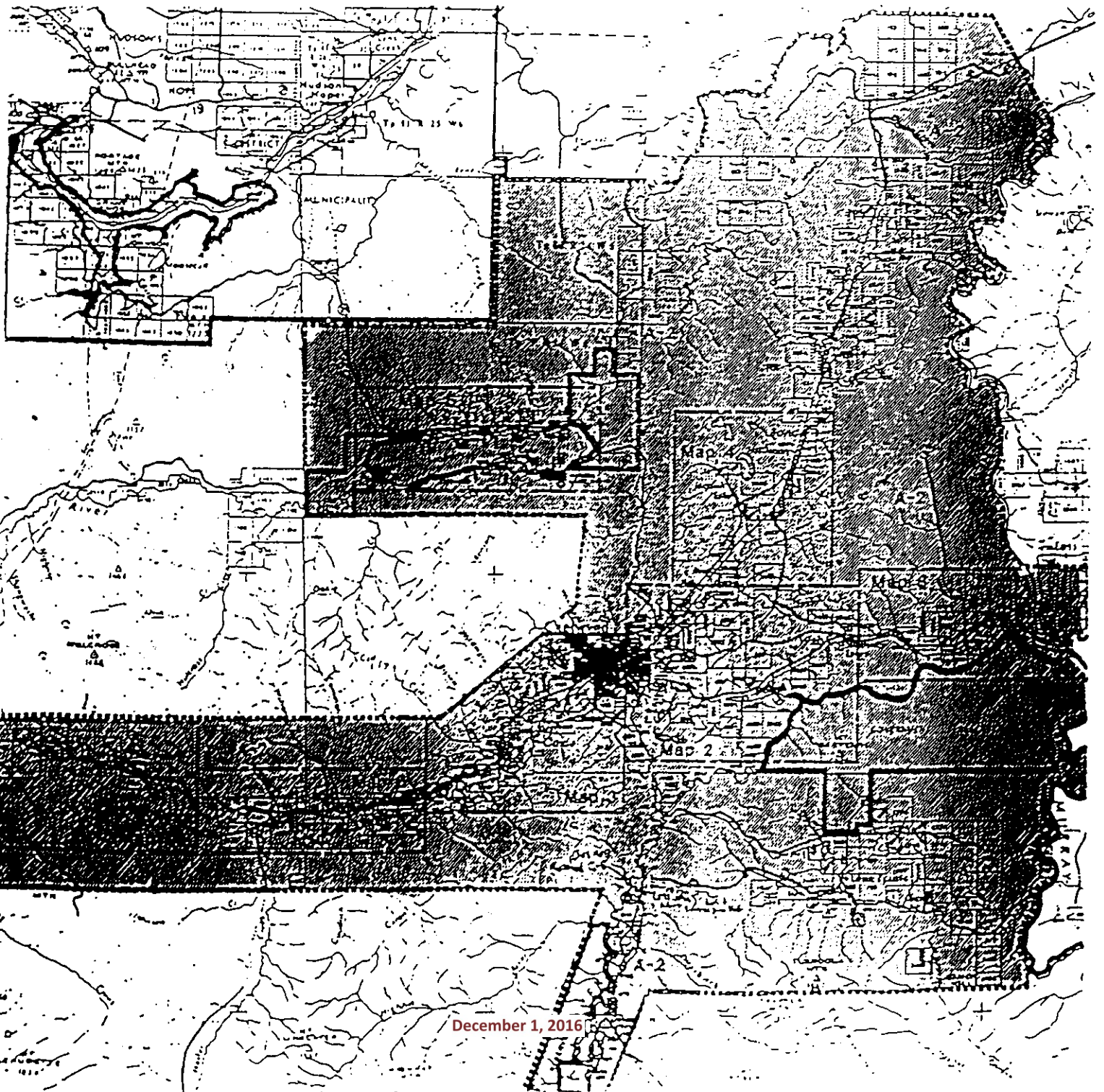
For approximately 10 years the per capita rate has been fixed at \$2.25. It is proposed this year, and in subsequent years to include an inflation factor equal to the annual CPI (consumer price index) as established by Statistics Canada. The current figures are based on a CPI of 2.6%, as last updated October 2005. The per capita rate will require recalculation each year depending on the CPI change, and annual population estimate.

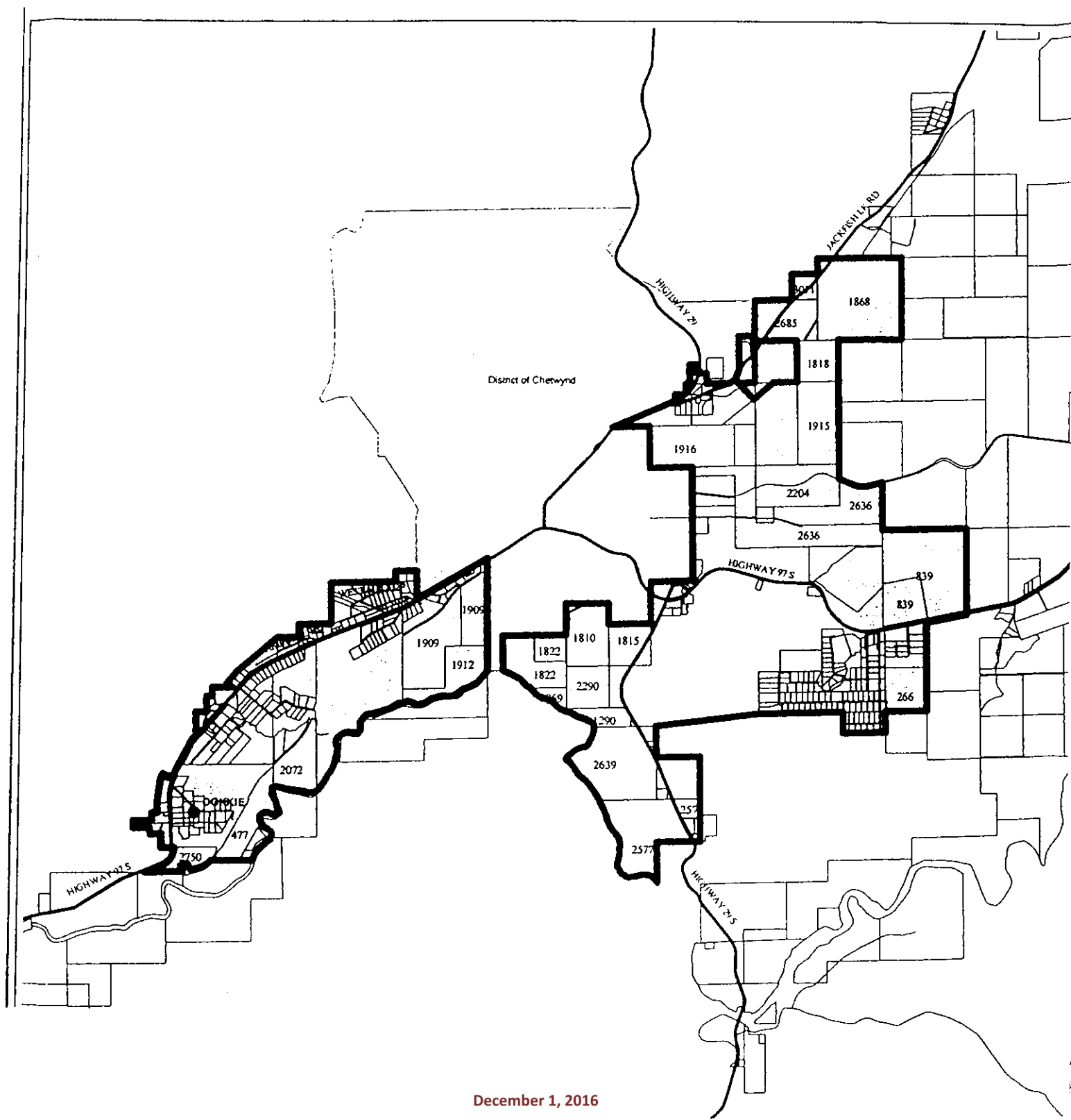
4.2.2 The requisition option is based on apportionment of the Part 14 requisition, assuming all jurisdictions participate. This is the only cost option available for participation levels less than 100%. As an example, at the 75% level the requisition option would be 75% of the estimated requisition for that jurisdiction. This calculation will be based on completed assessments and confirmed budget for the given year. As an estimate at this time, a 9% annual assessment increase has been assumed, since 2005.



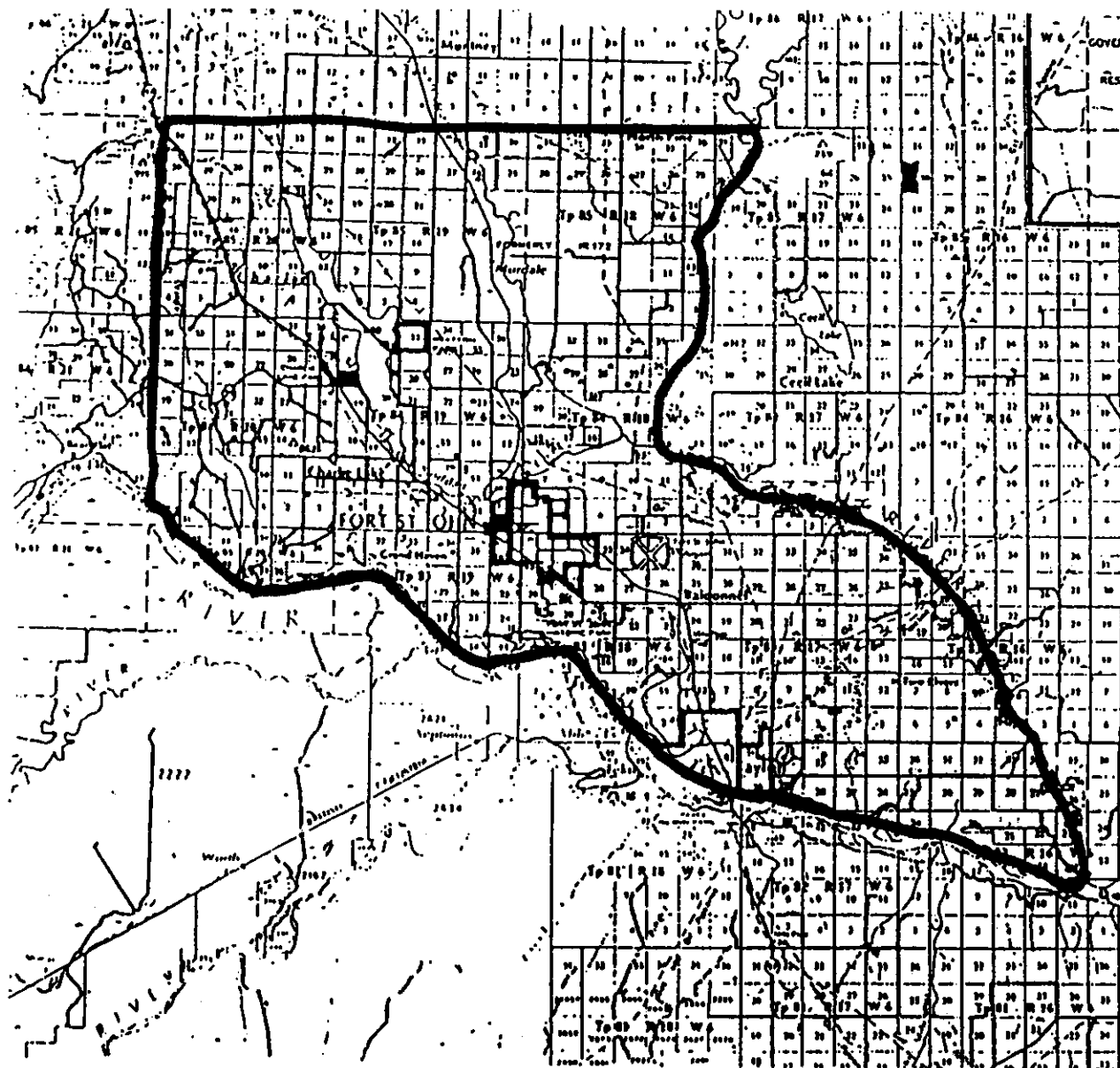
100% Participation

75% PARTICIPATION, CHETWYND



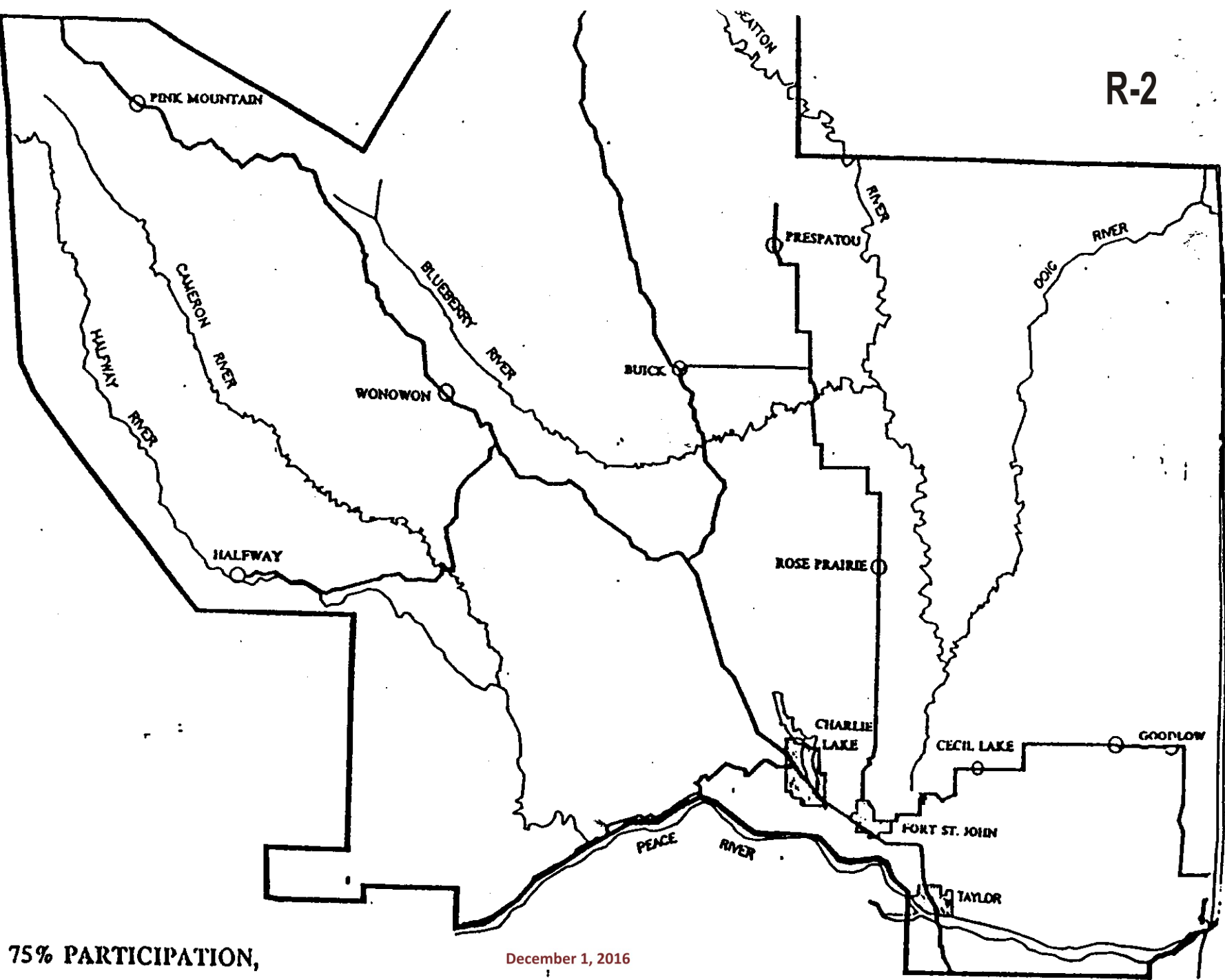


50% Participation



50% PARTICIPATION, FORT ST. JOHN

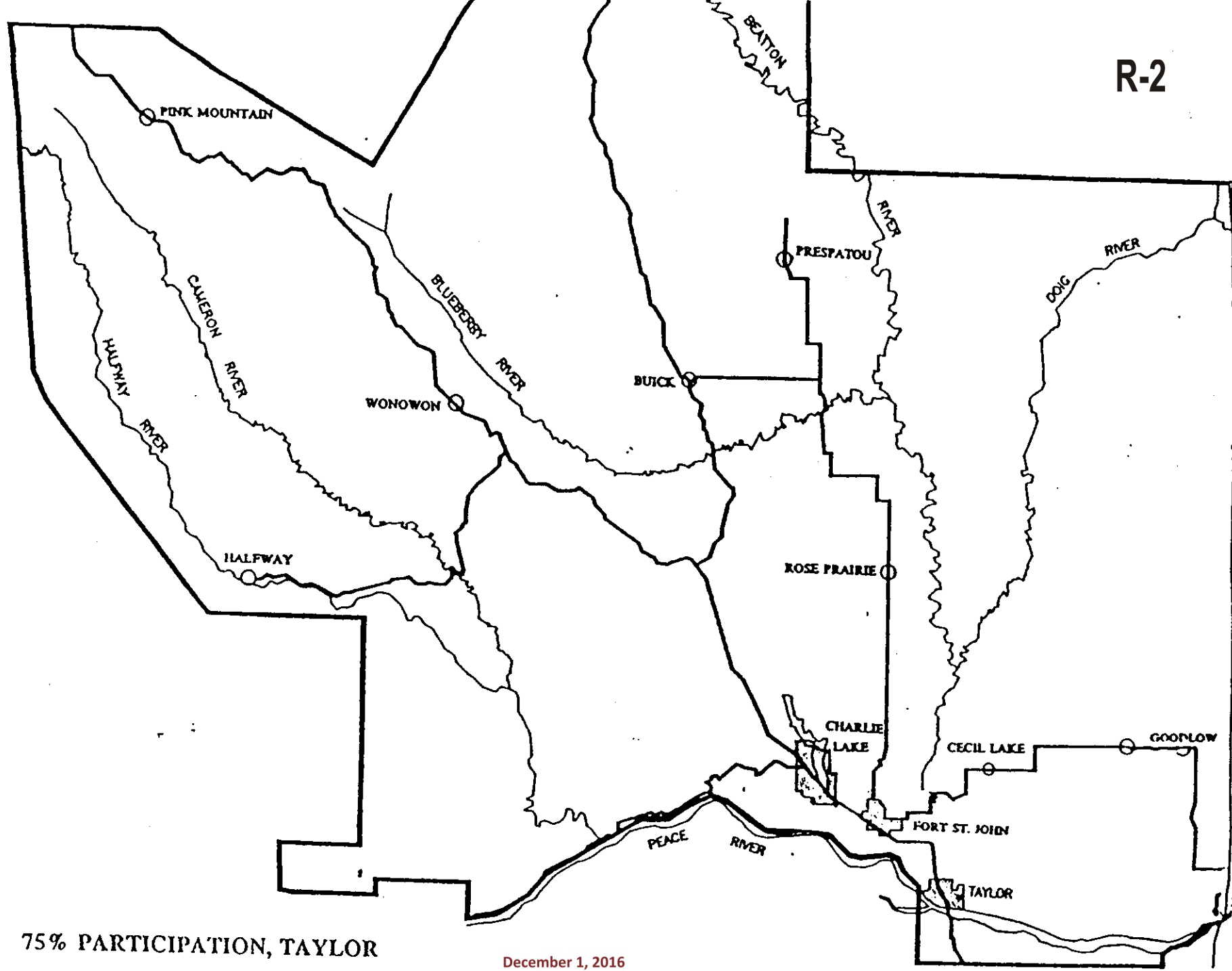
December 1, 2016



75% PARTICIPATION,

December 1, 2016

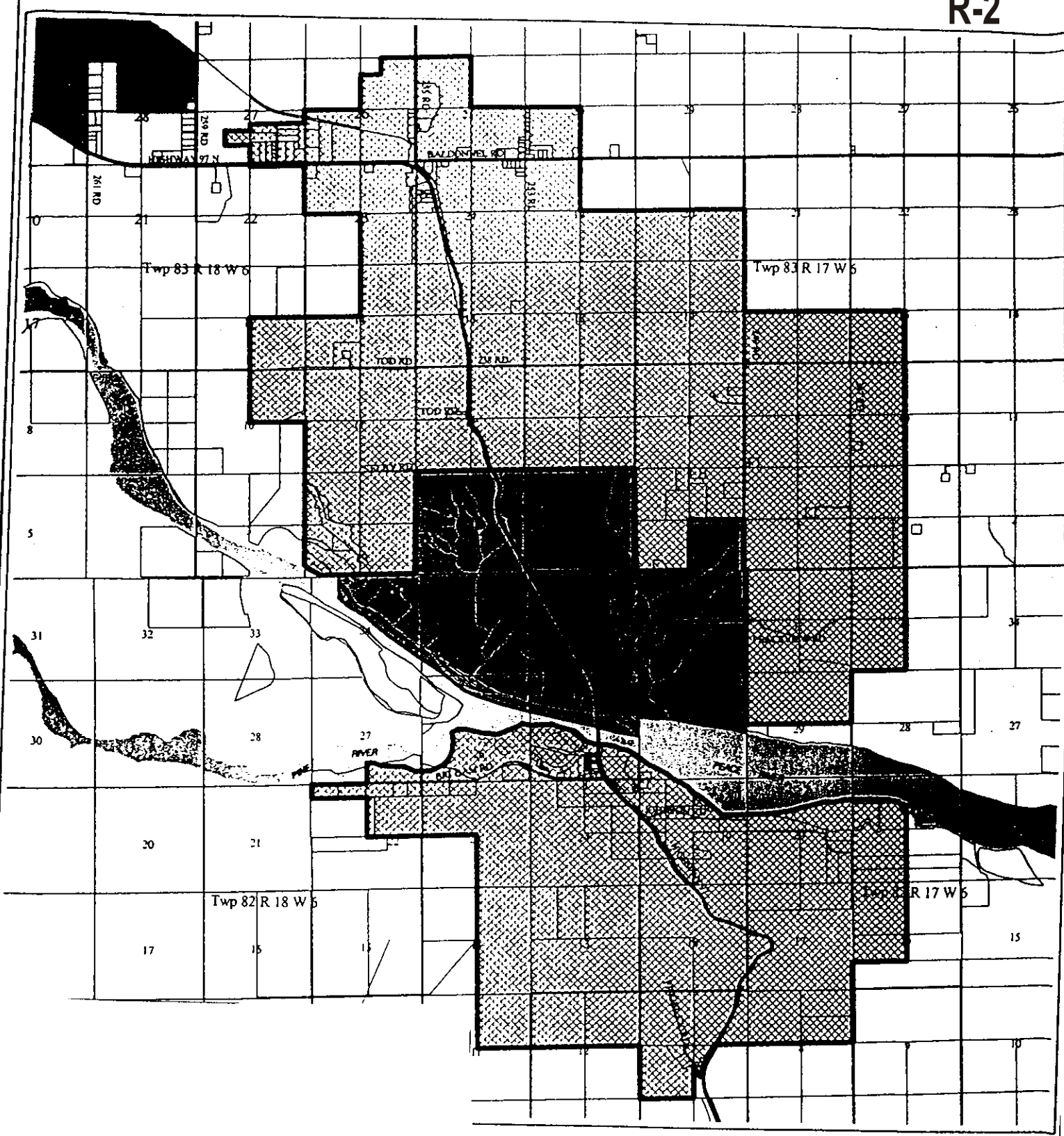
NORTH PEACE OFFICIAL COMMUNITY PLAN



75% PARTICIPATION, TAYLOR

December 1, 2016

NORTH PEACE OFFICIAL COMMUNITY PLAN



50% Participation

December 1, 2016



REPORT

To: EADC

Date: November 10, 2016

From: Claire Negrin, Assistant Manager of Development Services

Subject: Zoning Bylaw Update Options

RECOMMENDATION(S):

OPTION 1

That the Electoral Area Director's Committee recommend to the Regional Board that Staff be directed to undertake a Zoning Bylaw update process by developing a single integrated Regional Zoning Bylaw, and that EADC be the Steering Committee for the process.

BACKGROUND/RATIONALE:

The Peace River Regional District 2015-2018 Strategic Plan identifies the completion of a Regional Zoning Bylaw as a proposed strategy.

A Regional Zoning Bylaw is beneficial for the transparent and equitable application of regulations within the region. A Regional Zoning Bylaw will not prevent the development of area specific zones within the document, which will help ensure that community identity is not lost.

One point to consider regarding multiple Zoning Bylaws is the fact that people and businesses within the PRRD are very mobile. Businesses may have multiple locations and will operate throughout the region. It is easy for people to understand that they are located within the Regional District, and therefore they have different rules than within the cities. However, it may be quite confusing if multiple sets of rules apply within different areas of the Regional District. This will lead to regulations being missed or applied incorrectly, which is confusing and causes hardship on residents and will also cause an increase in administrative time trying to fix those issues.

Based on this rationale, Staff is recommending a single integrated Regional Zoning Bylaw.

OPTIONS:

The following four options are provided for EADC to consider:

- Option 1 – One Regional Zoning Bylaw
- Option 2 – Fringe and Rural Zoning Bylaws
- Option 3 – Match with OCPs
- Option 4 – No Overall Change

OPTION 1 – ONE REGIONAL ZONING BYLAW

That the Electoral Area Director's Committee recommend to the Regional Board that Staff be directed to undertake a Zoning Bylaw update process by developing a single integrated Regional Zoning Bylaw, and that EADC be the Steering Committee for the process.

December 1, 2016

Staff Initials: 

Dept. Head:



CAO:



Page 1 of 4

Discussion

Combine existing Zoning Bylaws into one integrated Regional Zoning Bylaw. This is the option that is currently identified within the PRRD Strategic Plan. This option is the most equitable for the region as only one set of regulations will apply to everyone. Also, *this option can accommodate area specific regulations and zones* to ensure that the needs of each area are provided for.

PROS:	CONS:
User Friendly – only one document for the public to refer to – reduces confusion	Sub-region identity lost in zoning but maintained in OCPs
Can still have ‘area specific’ regulations and zones	One zoning bylaw will require periodic updates as all four OCPs evolve
Will not have to update multiple Bylaws	Some updates could be complicated
Least work for staff after completion	
Equitable – same bylaw applies to all areas	

OPTION 2 – FRINGE AND RURAL ZONING BYLAWS

That the Electoral Area Director’s Committee recommend to the Regional Board that Staff be directed to undertake a Zoning Bylaw update process by updating Bylaw 1343 as the Fringe Area Zoning Bylaw and by combining and updating the remaining Zoning Bylaws into a Rural Area Zoning Bylaw, and that EADC be the Steering Committee for the process.

Discussion

Redevelop existing Zoning Bylaws into two (2) separate Zoning Bylaws coinciding with the rural and fringe areas:

- Fringe Areas: Bylaw 1343 update and amend boundaries to coincide with fringe area OCPs
- Rural Areas: combine and update Bylaws 1000, 506, 479, and 85

This is a good compromise if one regional Zoning Bylaw is not desired. This option would leave Bylaw 1343 to remain as the Fringe Zoning Bylaw, and would combine the remaining bylaws into one Rural Zoning Bylaw. Bylaw 1343 has been in place since 2001 and has been functioning well, so this option builds on that success and applies it to the rural areas.

In reality, Option 2 and 4 are very similar – once Bylaws 1000, 479, and 506 are updated, they will end up looking very similar, if not identical. Therefore, if all of these Bylaws are so similar, they should be combined into one document for ease of use and understanding by the public.

PROS:	CONS:
Easy process	Still two bylaws which can be complicated
Least different from existing while accomplishing ‘regional’ zoning	Different rules will apply to rural and fringe areas which may be viewed negatively
Can easily utilize existing 1343 (fringe) as basis for update	Creates ‘separatism’ between rural and fringe areas (us vs. them)
Clearly differentiates Fringe and Rural areas	

OPTION 3 – MATCH WITH OCPs

That the Electoral Area Director's Committee recommend to the Regional Board that Staff be directed to undertake a Zoning Bylaw update process by redeveloping four area Zoning Bylaws coinciding with each PRRD Official Community Plan, and that EADC be the Steering Committee for the process.

Discussion

Redevelop existing Zoning Bylaws into four (4) separate Zoning Bylaws coinciding with each PRRD Official Community Plan:

- Rural Area OCP <--> Rural Area Zoning Bylaw
- South Peace Fringe Area OCP <--> SPFA Zoning Bylaw
- North Peace Fringe Area OCP <--> NPFA Zoning Bylaw
- West Peace Fringe Area OCP <--> WPFA Zoning Bylaw

PROS:	CONS:
Zoning Bylaws will coordinate with already established areas	Still multiple bylaws which can be complicated
Coordinated OCPs and Zoning Bylaws can assist with ease of understanding	Creates 'separatism' between rural and fringe areas (us vs. them)
OCP and Zoning Bylaws can easily be updated concurrently	Creates additional 'separatism' between areas of the region (us vs. them)
	As time passes, bylaws will diverge further, creating large gaps in regulations between bylaws – this may lead to confusion and loss of regional identity

OPTION 4 – NO OVERALL CHANGE

That the Electoral Area Director's Committee recommend to the Regional Board that Staff be directed to undertake a Zoning Bylaw update process by updating the existing Zoning Bylaws, and that EADC be the Steering Committee for the process.

Discussion

Update existing Zoning Bylaws (would not include an update to Bylaw 85, as this bylaw was intended to be rescinded previously but a portion of the Bylaw's applicable area was missed in error)

- Bylaw 1343 (includes all fringe areas around Fort St. John, Dawson Creek, and Chetwynd); applicable within portions of Electoral Areas B, C, D, and E
- Bylaw 1000 (includes rural areas in the North Peace); applicable within portions of Electoral Areas B and D
- Bylaw 506 (includes rural areas around Chetwynd); applicable within portions of Electoral Area E
- Bylaw 479 (includes rural areas around Dawson Creek); applicable within portions of Electoral Area D

R-3

PROS:	CONS:
N/A	Does not accomplish anything
	Remains difficult for staff to administer
	Remains complicated for the public to understand
	Updates to 1000, 506, and 479 will result in very similar bylaws – they may as well be combined

STRATEGIC PLAN RELEVANCE:

1.4 Development Services

Strategic Objective #4

Proposed Strategies	Estimated Completion Status				
1.4.1 Establish agreements with municipalities to implement shared services to provide required services in a cost effective manner.	X 0%	25%	50%	75%	100%
1.4.2 Completion of major long range planning reviews including updating four Official Community Plans.	X 0%	25%	50%	75%	100%
1.4.3 Completion of regional zoning bylaw.	X 0%	25%	50%	75%	100%
1.4.4 Completion of regional agriculture plan.	X 0%	25%	50%	75%	100%
1.4.5 Finalize direction for building inspection services in the rural areas.	X 0%	25%	50%	75%	100%
1.4.6 Complete WebMap integration for all member municipalities.	X 0%	25%	50%	75%	100%

Summary: Finalizing direction for building inspection services is key strategy.

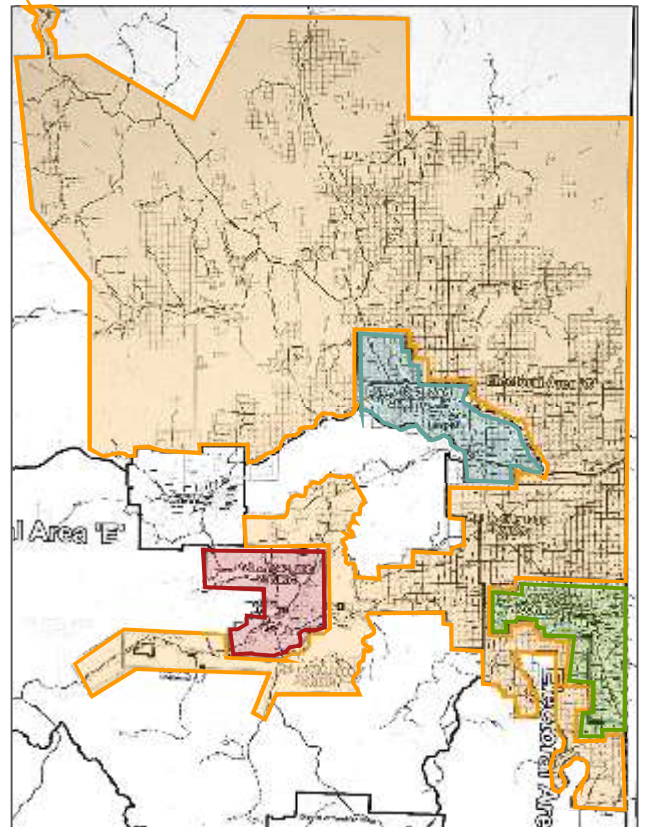
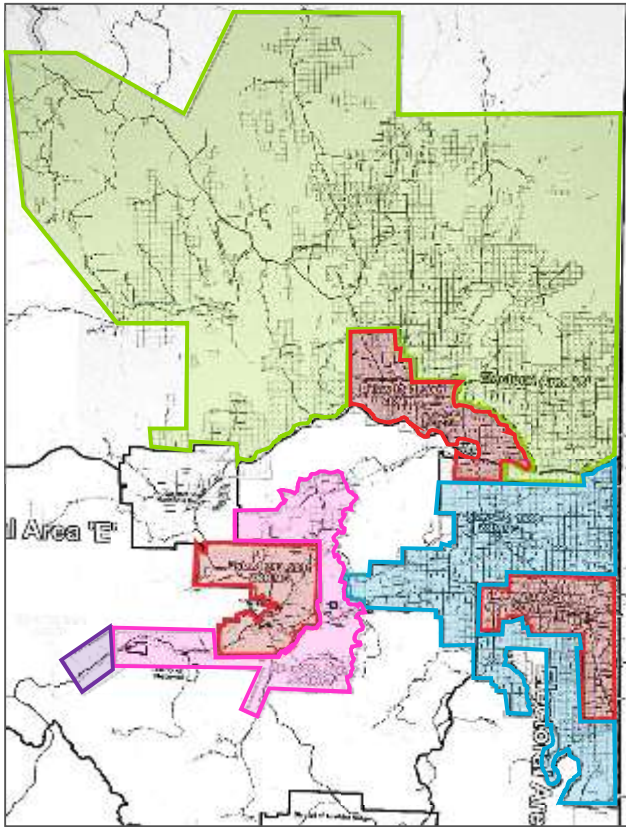
FINANCIAL CONSIDERATION(S):

COMMUNICATIONS CONSIDERATION(S):

OTHER CONSIDERATION(S):

Attachments:

- Existing OCP and Zoning Bylaw Applicable Area Maps
- Zoning Bylaw Update and Consolidation Option Maps



PRRD Zoning Bylaw 1343, 2001
Applicable Areas: B, C, D, E

PRRD Zoning Bylaw 1000, 1996
Applicable Areas: B, D

Chetwynd Rural Area Zoning Bylaw 506, 1986
Applicable Areas: E

Dawson Creek Rural Area Zoning Bylaw 479, 1986
Applicable Areas: D, E

Peace River-Liard Regional District Zoning Bylaw 85, 1979
Applicable Areas: E

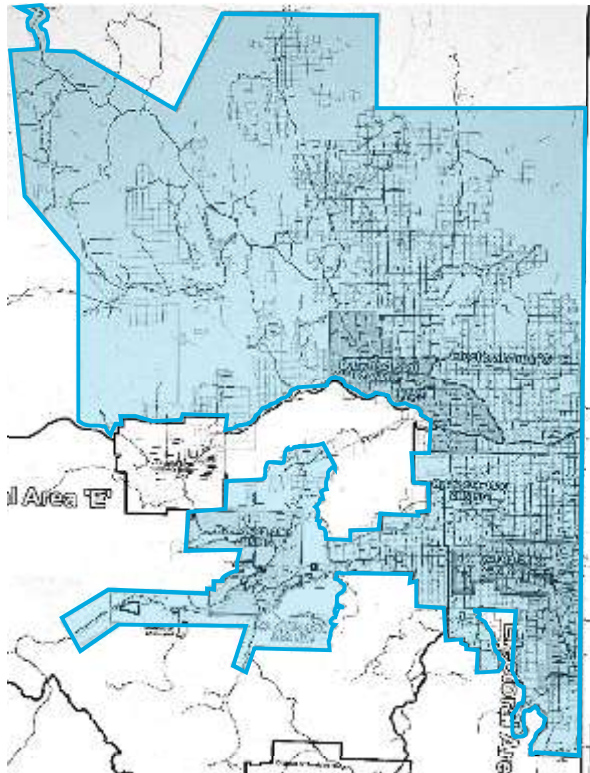
Rural OCP Bylaw 1940, 2011
Applicable Areas: B, D, E

North Peace Fringe Area OCP 1870, 2009
Applicable Areas: B, C, D

South Peace Fringe Area OCP 2048, 2012
Applicable Areas: D

West Peace OCP 1086, 1997
Applicable Areas: E

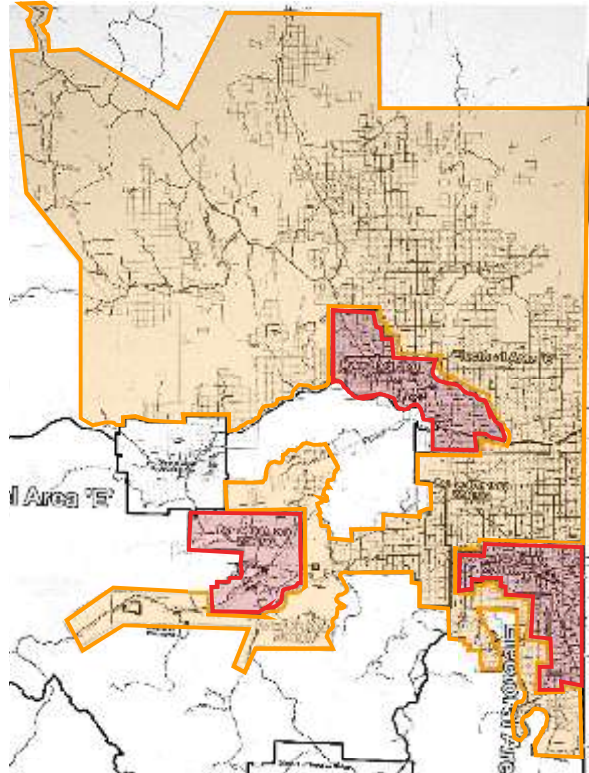
OPTION 1



One Regional Zoning Bylaw

- PROS:**
- User Friendly – only one document for the public to refer to – reduces confusion
 - Can still have ‘area specific’ regulations and zones
 - Will not have to update multiple Bylaws
 - Least work for staff after completion
 - Equitable – same bylaw applies to all areas
- CONS:**
- Sub-region identity lost in zoning but maintained in OCPs
 - One zoning bylaw will require periodic updates as all four OCPs evolve
 - Some updates could be complicated

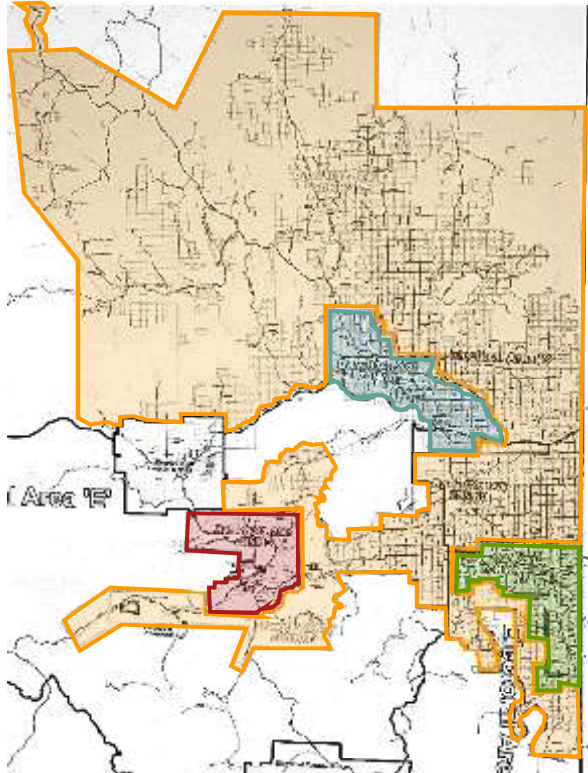
OPTION 2



Fringe & Rural Zoning Bylaws

- PROS:**
- Easy process
 - Least different from existing while accomplishing ‘regional’ zoning
 - Can easily utilize existing 1343 (fringe) as basis for update
 - Clearly differentiates Fringe and Rural areas
- CONS:**
- Still two bylaws which can be complicated
 - Different rules will apply to rural and fringe areas which may be viewed negatively
 - Creates ‘separatism’ between rural and fringe areas (us vs. them)

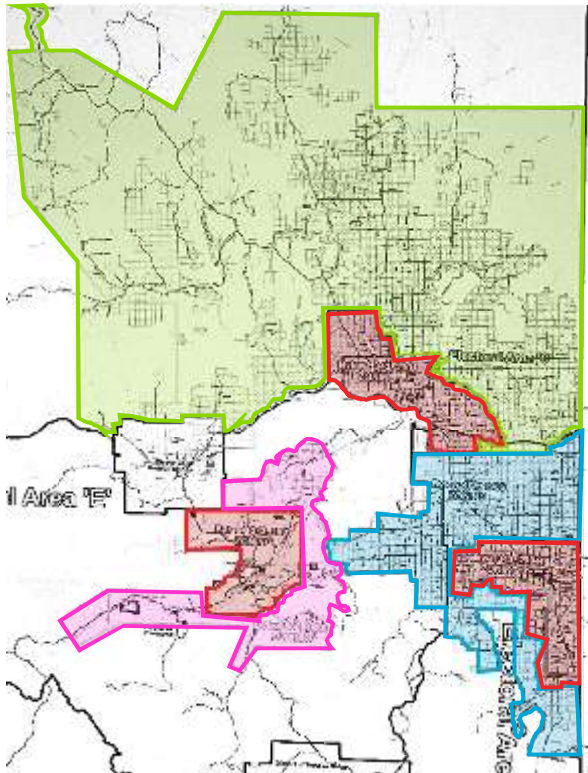
OPTION 3



Match with OCPs

- PROS:**
- Zoning Bylaws will coordinate with already established areas
 - Coordinated OCPs and Zoning Bylaws can assist with ease of understanding
 - OCP and Zoning Bylaws can easily be updated concurrently
- CONS:**
- Still multiple bylaws which can be complicated
 - Creates ‘separatism’ between rural and fringe areas (us vs. them)
 - Creates additional ‘separatism’ between areas of the region (us vs. them)
 - As time passes, bylaws will diverge further, creating large gaps in regulations between bylaws – this may lead to confusion and loss of regional identity

OPTION 4



No Overall Change

- PROS:**
- N/A
- CONS:**
- Does not accomplish anything
 - Remains difficult for staff to administer
 - Remains complicated for the public to understand
 - Updates to 1000, 506, and 479 will result in very similar bylaws – they may as well be combined



REPORT

To: Electoral Area Directors Committee (EADC)

Date: October 9, 2016

From: Bruce Simard, General Manager of Development Services

Subject: Exclusion of lands subdivided in the ALR

RECOMMENDATION(S):

Direction required.

BACKGROUND/RATIONALE:

At the October 13, 26 meeting the Regional Board endorsed the following recommendation of EADC:

RD/16/10/25

That staff be directed to prepare a report identifying decision options for subdivision applications on lands within the Agricultural Land Reserve (ALR) with regard to effects such as unequal property taxation and jurisdiction confusion, for consideration whether subdivisions should be excluded from the ALR, rather than remaining in the ALR.

This request arises from the concern that subdivided land which remains within the ALR and is no longer used for farm purposes continues to benefit from a property tax exemption for school tax purposes. 50% of the land value is exempted from school taxes for lands within the ALR, thus resulting in a property tax discount. The concern raised by directors is that this is an unfair benefit for lands that are not intended or available for farming.

This matter was considered during the development of the North Peace Fringe Area OCP Bylaw No. 1870, 2009 with the following result in section 15.9.

While the Board has discussed the idea of seeking a delegation agreement from the ALC, such an action has waxed and waned in the interest of both the PRRD and the ALC. Currently there seems to be little interest by either jurisdiction for establishing a delegation agreement between the PRRD and ALC.

On a case-by-case basis the Board has required ALR exclusion applications in regard to the Advisory Committee recommendation contained in s. 15.9(2) of North Peace Fringe Area OCP Bylaw No. 1870, 2009. When applicants only wanted to subdivide and not exclude, the Board would refuse the ALR subdivision application and consider favorably an ALR exclusion application that is consistent with the OCP. This practice has already established a preference of the Board for exclusion of land from the ALR when it is subdivided and no longer used for agriculture.

December 1, 2016

Staff Initials:

Dept. Head: *Bruce Simard*

CAO: *SL* *SL* Page 1 of 3

15.9 ALR Lands**R-4**

Within the Fort St. John and Rural Area Comprehensive Development Plan (CDP) process, many areas of land were identified for development in addition to those currently designated for future development within the Regional District's existing Official Community Plans and Zoning by-laws.

Two options available to the Regional District to address lands within the Agriculture Land Reserve (ALR) are ALR Exclusion or an ALR Delegation Agreement.

- 1) A Delegation Agreement relating to land in the ALR could result in the decision making authority being given to the Regional Board from the Agriculture Land Commission for subdivisions and non-farm use applications, pursuant to the *ALC Act*.
- 2) The Advisory Committee of the North Peace Fringe Area Official Community Plan is recommending that the Regional Board consider ALR Exclusion by pursuing policies i) and ii) for those areas designated for non-farm use in this OCP. Designations recommended for ALR exclusion are; 'Residential', 'Commercial' and 'Industrial' as outlined below:

Policy i) Submit an ALR Exclusion application for all existing subdivision areas generally located in close proximity to the City of Fort St. John, Charlie Lake, along Red Creek Road and those areas identified for sewer services, described in Sec. 11 of the plan; **and**

Policy ii) Require that future subdivision proposals be excluded from the ALR, rather than accepting applications for subdivision within the ALR, for those lands that are designated for non-farm use in this OCP.

Pursuit of these actions is based upon the following reasons:

- this Plan designates these areas for future subdivision and non-farm use development;
- these areas are not major contributors to the agriculture industry in the long term;
- if the intended use of the land is for non-farm use, these lands should not be in the ALR;
- as these areas are excluded from the ALR, they will be solely subject to the policies and regulations of the Regional District's Official Community Plan and zoning by-laws;
- exclusion from the ALR provides clarity of jurisdiction and management;
 - enhances public understanding regarding who has authority for land use;
 - avoids confusion of dual (superseding) authority between ALC and local government;
 - precludes the need for shared management of agriculture resource;
- greater tax equity is achieved between similar residential lands.

While the policy of s.15.9(2) exists only in the North Peace Fringe Area OCP Bylaw No. 1870, 2009, there is nothing precluding the Board from applying the principle in its review of ALR applications region wide, because consideration of ALR applications is a mandated administrative function from the ALC Act, rather than a required element of planning legislation in the LGA.

OPTIONS:

1. THAT EADC recommend that the Regional Board adopt a standing resolution for the consideration of all ALR subdivision applications as follows:

Require that subdivision proposals be excluded from the ALR, rather than accepting applications for subdivision within the ALR, for lands that are intended for non-farm use.

2. THAT EADC recommend that the Regional Board amend all OCPs to include a policy that requires subdivision proposals be excluded from the ALR, rather than accepting applications for subdivision within the ALR, for lands that are intended for non-farm use.

{This could be defined to a further degree if desired, based on such attributes as property size, type of land use, geographic location, etc.}

December 1, 2016

-
3. That no changes be made and the Board continue to evaluate and decide on ALR subdivision applications on their merit as appropriate in their context, on a case-by-case basis.

R-4

Note: Either option #1 or #2 could work, however inclusion of the policy in OCPs would be more transparent and publicly available in a published document than a single Board resolution which could be at greater risk of being forgotten over time.

STRATEGIC PLAN RELEVANCE:**FINANCIAL CONSIDERATION(S):**

Cost of public engagement and bylaw amendment

COMMUNICATIONS CONSIDERATION(S):

Since it has been a long standing practice to permit subdivisions within the ALR without requiring exclusion, land owners may consider such a policy of the PRRD as an unwelcome intrusion and removal of a benefit that would not otherwise occur if the PRRD did not impose such a requirement.

Before adopting such a policy it is recommended that the Board first conduct a public information and engagement campaign to obtain resident views on the idea.

OTHER CONSIDERATION(S):

Attachments:



REPORT

To: Electoral Area Directors Committee

Date: October 10, 2016

From: Bruce Simard, General Manager of Development Services

Subject: Revised ALC Application Report Format

RECOMMENDATION(S):

Direction required.

BACKGROUND/RATIONALE:

To reduce staff workload, EADC has request an option for a shorter ALC application report. Attached is a standard report and revised report that has been shortened.

The revised report has been shortened by removing the following sections and maps:

- Site Context
- Site Features
- Previous Applications on Subject Property
- Previous Applications Within 100m
- Impact Analysis
- Soils Map
- ALR Map

This changes have reduced the report length by 3 pages

OPTIONS:

STRATEGIC PLAN RELEVANCE:

FINANCIAL CONSIDERATION(S):

COMMUNICATIONS CONSIDERATION(S):

OTHER CONSIDERATION(S):

Attachments:

1. Revised Report Format
2. Standard Report Format

December 1, 2016

Staff Initials:

Dept. Head: *Bruce Simard*

CAO: *[Signature]*

Page 1 of 1

REVISED REPORT FORMAT

R-5



PEACE RIVER REGIONAL DISTRICT DEVELOPMENT SERVICES

REPORT ON SUBDIVISION WITHIN THE AGRICULTURAL LAND RESERVE

FILE NO. 093/2016

OWNER: Daniel McLean **DATE:** August 18, 2016
AREA: Electoral Area D
LEGAL: Parcel A (R2285) of the SE ¼ of Section 5, Township 81, Range 17, W6M, PRD.
LOT SIZE: 10.7 ha (26 acres)
LOCATION: Tower Lake Area

PROPOSAL

To subdivide the property into two approximately 5 ha (12 ac) parcels to provide a residence for their daughter.

RECOMMENDATION: OPTION 1

THAT the Regional Board support ALR subdivision application 093/2016, and authorize the application to proceed to the Agricultural Land Commission as it is consistent with the OCP.

OPTIONS

- OPTION 1: THAT the Regional Board support ALR subdivision application 093/2016, and authorize the application to proceed to the Agricultural Land Commission as it is consistent with the OCP.
- OPTION 2: THAT the Regional Board refuse authorization for the subdivision application 093/2016 to proceed to the Agricultural Land Commission.

LAND USE POLICIES AND REGULATIONS

OFFICIAL COMMUNITY PLAN (OCP): 'Rural Neighbourhood', Peace River Regional District Rural Official Community Plan Bylaw No. 1940, 2011

ZONING: RR-4 (Small Holdings Zone) Dawson Creek Rural Area Zoning Bylaw No. 479, 1986

AGRICULTURAL LAND RESERVE (ALR): Within

BUILDING INSPECTION AREA: Within the Building Permit Area

COMMENTS AND OBSERVATIONS

OCP: Peace River Regional District Rural Official Community Plan Bylaw No. 1940, 2011

Pursuant to the Peace River Regional District Official Community Plan Bylaw No. 1940, 2011, the subject property is designated 'Rural Neighbourhood'

Based on these policy directions, the application is consistent with the OCP.

ZONING: Dawson Creek Rural Area Zoning Bylaw No. 479, 1986

The subject property is zoned RR-4 (Small Holdings Zone) within the Dawson creek Rural Area Zoning Bylaw No. 479, 1986. This zone has a minimum parcel size of 8 ha (20 ac).

December 1, 2016

However should the proposal meet the requirements for subdivision under Section 514 of the Local Government Act, a zoning amendment would not be necessary.

SOILS Class 4x soils. Class 4 soils have severe limitations that restrict the range of crops or require special conservation practices. Subclass x comprises of soils having a limitation resulting from the cumulative effect of two or more adverse characteristics

IMPACTS The proposal may have an impact on the agricultural productivity of the parcel as some land will be allocated to rural residential development.

This area consists mainly of small residential lots, however observations of the general area does show larger quarter section parcels. This area is recognized as an area of smaller rural residential lots with the intention to make use of existing lots and the provide the farming community with housing alternatives, other than large holdings close to similar development

December 1, 2016



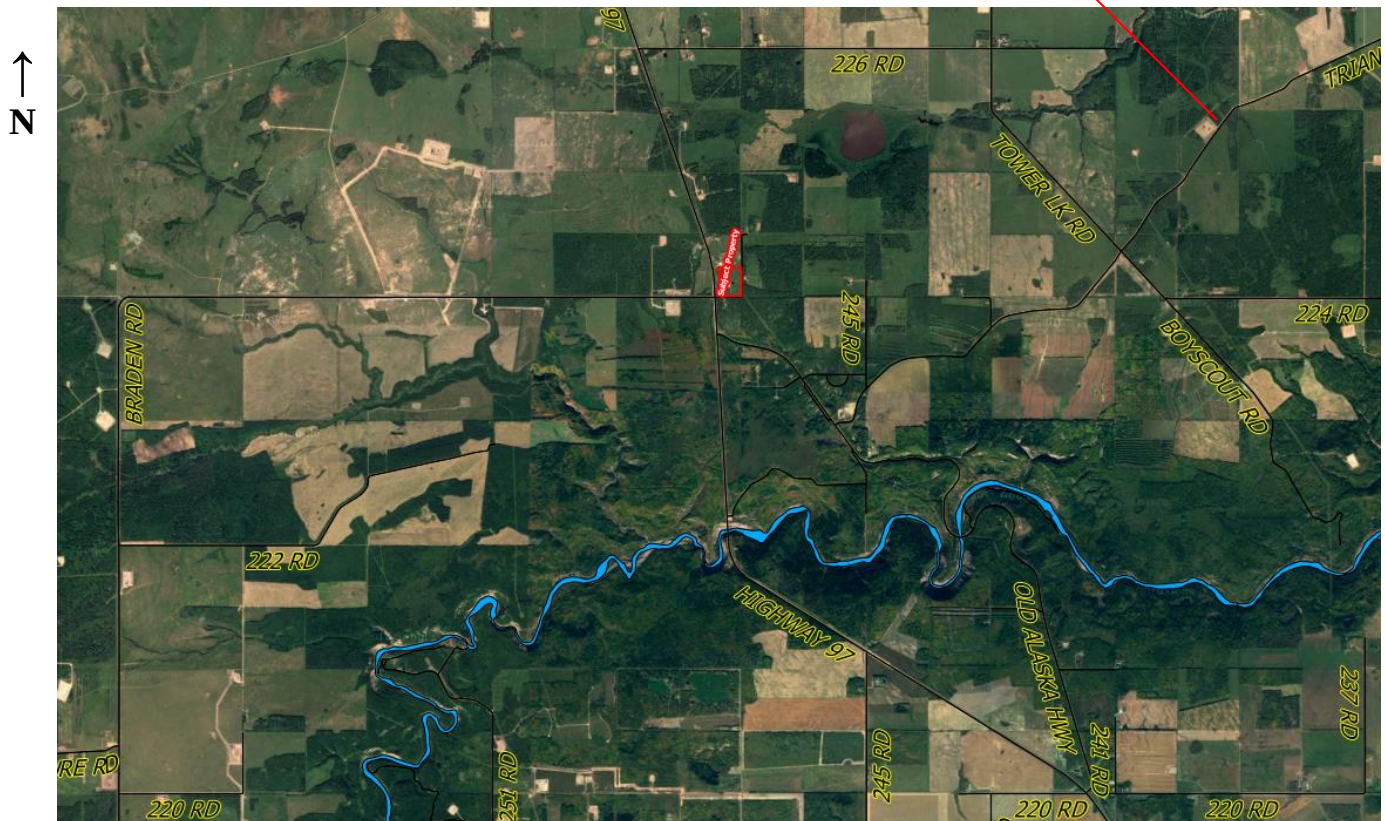
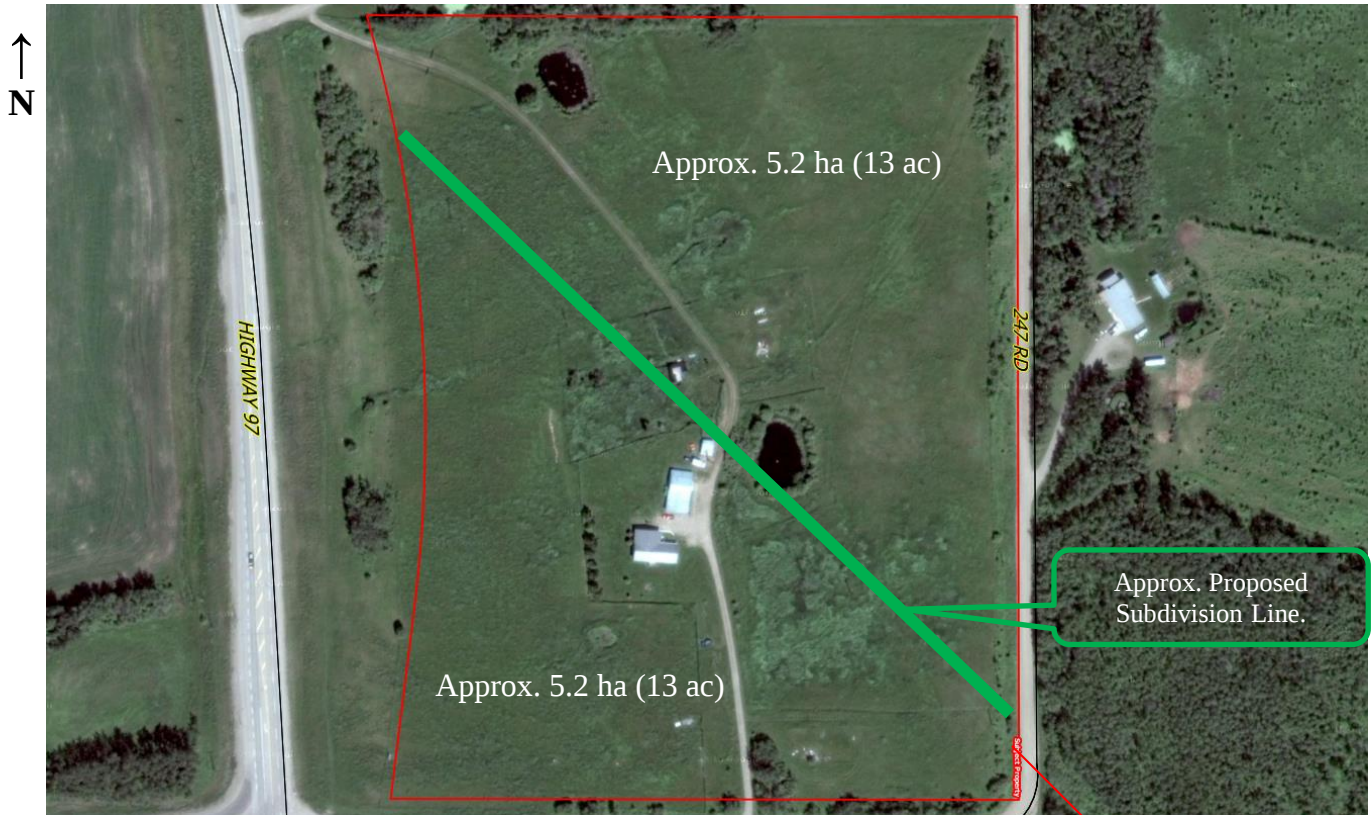
ALR SUBDIVISION REPORT

MAPS

FILE NO. 093/2016

R-5

Air Photo





ALR SUBDIVISION REPORT

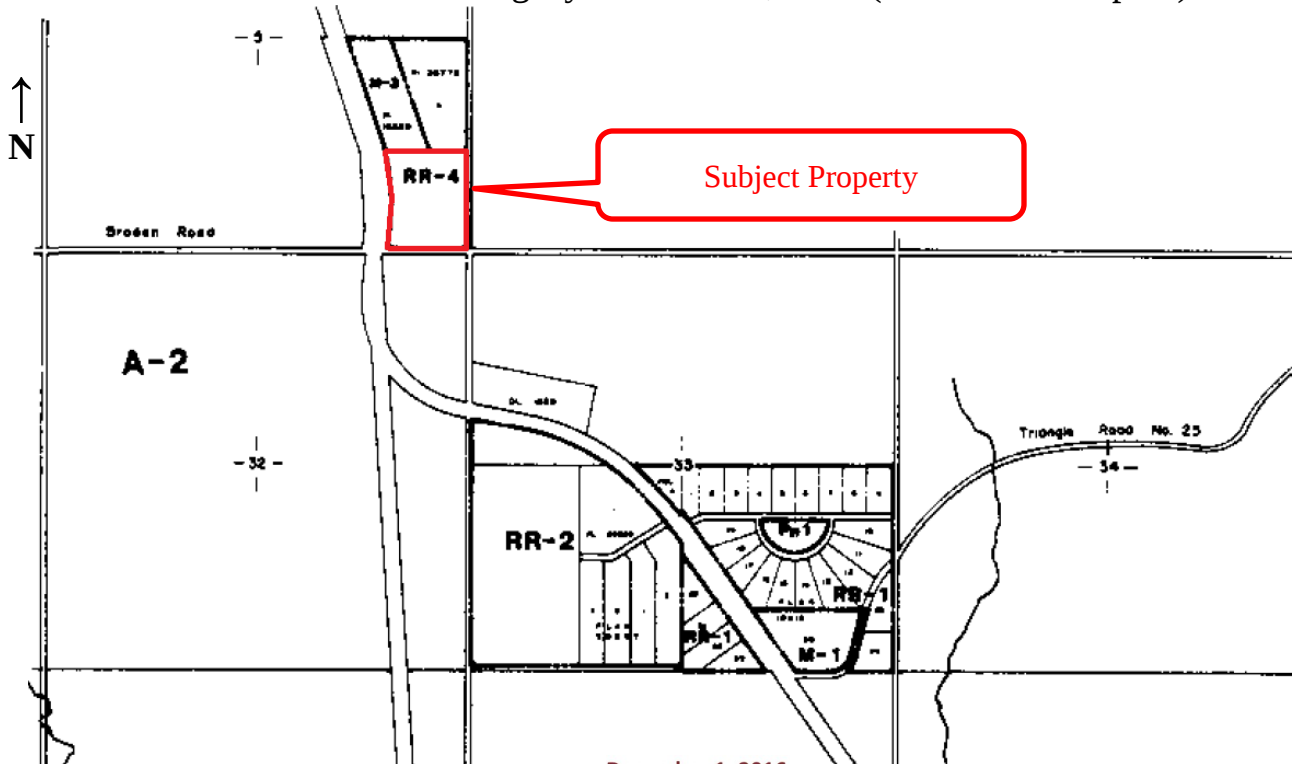
MAPS

FILE NO. 093/2016

PRRD Rural Official Community Plan Bylaw No. 1940, 2011 (Map 21 Inset 1)



Dawson Creek Rural Area Zoning Bylaw No. 479, 1986 (Schedule B Map 11)



December 1, 2016



Photo's



Fig#1: Resident Shop



Fig#2: Residence



Fig#3: Southwest looking northeast



Fig#4: Northwest Corner of Parcel looking east



Fig#5: BC Hydro powerline easement



Fig#6: Subject property looking west

December 1, 2016

Provincial Agricultural Land Commission - Applicant Submission

Application ID: 55303

Application Status: Under LG Review

Applicant: Daniel McLean

Local Government: Peace River Regional District

Local Government Date of Receipt: 05/02/2016

ALC Date of Receipt: This application has not been submitted to ALC yet.

Proposal Type: Subdivision

Proposal: To provide a portion of the land to my daughter to set up a separate residence, to help us through our retirement years, and won't be forced to sell the house our family grew up in. Also to maintain the property as it becomes more difficult to do in our old age.

Mailing Address:

Box 613

Dawson Creek, BC

V1G 4H4

Canada

Primary Phone: (250) 789-3373

Email: kiskatkid@gmail.com

Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple

Parcel Identifier: 014-635-950

Legal Description: Sec 5 TWP 81 RG 17 W6M Parcel APart SE 1/4

Parcel Area: 8 ha

Civic Address: 5420 224 Rd

Date of Purchase: 09/02/1983

Farm Classification: Yes

Owners

1. **Name:** Daniel McLean

Address:

Box 613

Dawson Creek, BC

V1G 4H4

Canada

Phone: (250) 789-3373

Email: kiskatkid@gmail.com

Current Use of Parcels Under Application

December 1, 2016

Applicant: Daniel McLean

1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).

Haying 90%

2. Quantify and describe in detail all agricultural improvements made to the parcel(s).

None

3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).

Home use

Adjacent Land Uses

North

Land Use Type: Agricultural/Farm

Specify Activity: Hobby farm 4 Hectares

East

Land Use Type: Residential

Specify Activity: Residential 1/4 section

South

Land Use Type: Residential

Specify Activity: Residential 16 hectares

West

Land Use Type: Agricultural/Farm

Specify Activity: Hobby Farm

Proposal

1. Enter the total number of lots proposed for your property.

4 ha

4 ha

2. What is the purpose of the proposal?

To provide a portion of the land to my daughter to set up a separate residence, to help us through our retirement years, and won't be forced to sell the house our family grew up in. Also to maintain the property as it becomes more difficult to do in our old age.

3. Why do you believe this parcel is suitable for subdivision?

This area has already got 4ha., 8 ha., and 16 ha. residential lots all around it.

4. Does the proposal support agriculture in the short or long term? Please explain.

Yes. This will give my grandchildren (9 so far) an opportunity to experience a rural environment. And, maybe in the long run end up in the agriculture business.

5. Are you applying for subdivision pursuant to the ALC Homesite Severance Policy? If yes, please submit proof of property ownership prior to December 21, 1972 and proof of continued occupancy in the "Upload Attachments" section.

No

December 1, 2016

Applicant: Daniel McLean

Applicant Attachments

- Proposal Sketch - 55303
- Certificate of Title - 014-635-950

ALC Attachments

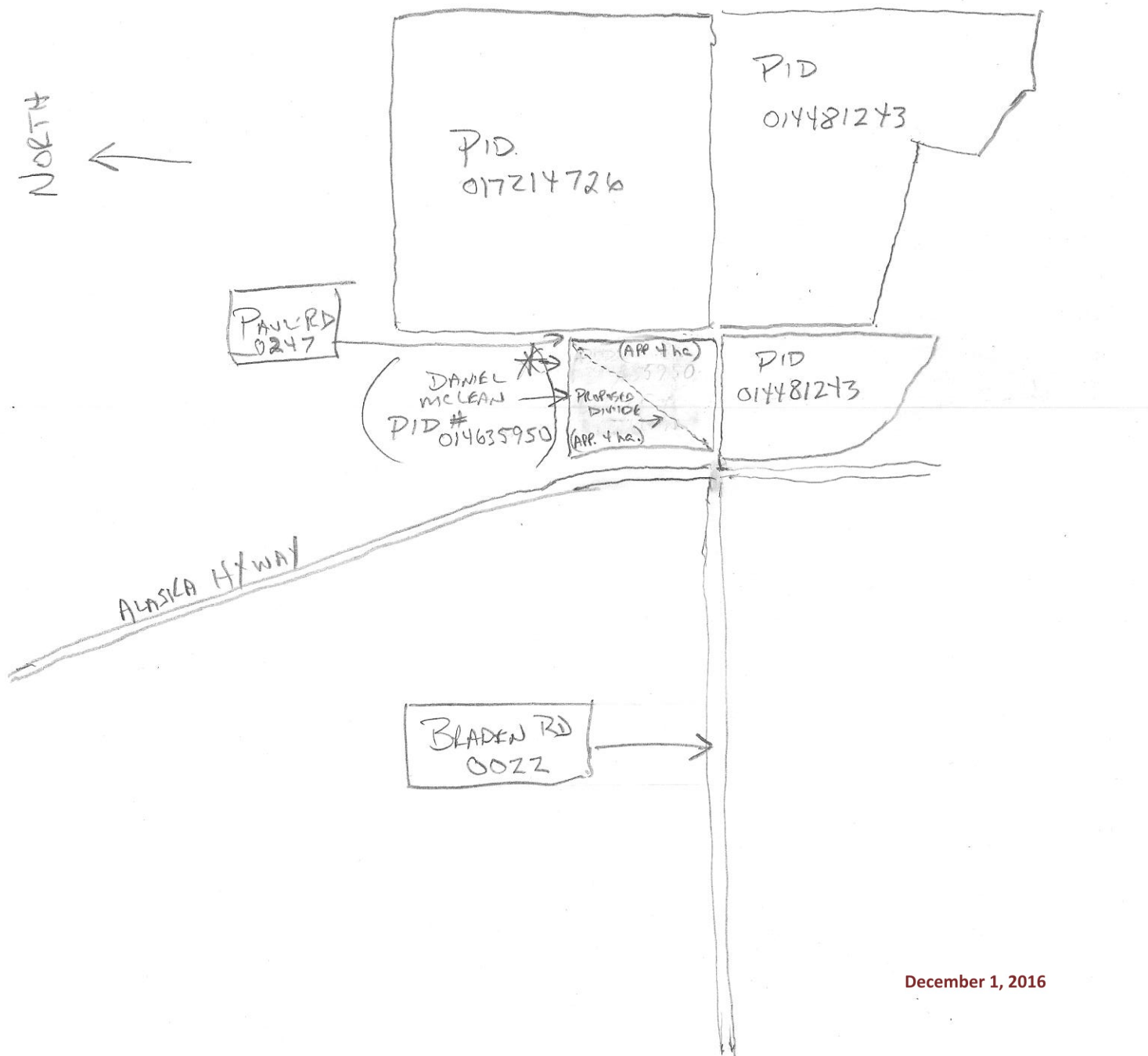
None.

Decisions

None.

December 1, 2016

Applicant: Daniel McLean



December 1, 2016

Charge

FORM 17 — CHARGE

NATURE: Statutory Right-of-Way necessary for the operation and maintenance of B.C. Hydro's undertaking

TRUE VALUE: \$ 100.00

HEREWITH FEES OF \$ NIL

APPLICANT Patricia N. Brown
PATRICIA ANN BROWN
AGENT FOR B.C. HYDRO, 500-1045 HOWE ST.,
VANCOUVER, B.C. V6Z 2B1 663-2430

R-5

PB 36876
08 SEP 88 08 30

35744

THIS AGREEMENT made as of the 25th day of August, 19 88

BETWEEN:

✓ DANIEL HAROLD MCLEAN, Pipefitter,
of Box 613, in the City of Dawson
Creek, in the Province of British
Columbia, V1G 6H4,

LAND TITLE ACT
Form 1 (Section 31)
MEMORANDUM OF REGISTRATION
Registered on application of
this day and at the time written
W. GANDY Registrar
Prince George Land Title Office

(hereinafter called "the Owner")

OF THE FIRST PART

AND:

✓ BRITISH COLUMBIA HYDRO AND POWER
AUTHORITY, of 970 Burrard Street,
in the City of Vancouver, in the
Province of British Columbia,
V6Z 1Y3,

(hereinafter called "B. C. Hydro")

OF THE SECOND PART

09/08/88 A2128m CHG FREE .00

WITNESSETH THAT:

1. The Owner, in consideration of the sum of
----- TEN -----
Dollars (\$10.00 ----) of the lawful money of Canada (the
receipt and sufficiency whereof is hereby acknowledged),
hereby grants unto B. C. Hydro in perpetuity the full and
free right, liberty and statutory right of way for
B. C. Hydro, its servants, agents and all others the
licensees of B. C. Hydro:

- (a) To construct, erect, string, or otherwise install, operate, maintain, remove and replace upon the land described in the Schedule hereto (hereinafter called "the land") poles with guy wires, brackets, crossarms, insulators, transformers, anchors and their several attachments, and one or more lines of wire for the transmission and distribution of electric energy and for communication and television and aircraft warning purposes (all of which are hereinafter collectively called "the works");
- (b) (i) To trim or fell all or any trees or growth now or hereafter on any portion or portions of the land lying within three (3) metres of a line formed by dropping perpendiculars to the ground from the outermost points of any of the works (which portions are hereinafter together called "the adjacent areas");
- (ii) To clear the adjacent areas and keep them cleared of all or any part of any trees or growth now or hereafter on the adjacent areas;
- (iii) To clear the adjacent areas and keep them cleared of all or any part of any buildings or obstructions now or hereafter on the adjacent areas which might, in the opinion of B. C. Hydro, interfere with or endanger the installation, operation, maintenance, removal or replacement of or access to the works or any part thereof or the operation, use, maintenance or existence of which on the adjacent areas might, in the opinion of B. C. Hydro, create or increase any hazard to persons;
- (c) Generally to do all acts necessary or incidental to the business of B. C. Hydro in connection with the foregoing.

December 1, 2016

- 3 -

BLANKET

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2. The Owner hereby covenants with B. C. Hydro: PB 36876

- (a) Not to make, place, erect, operate, use or maintain any building, structure, foundation, pavement, excavation, well, pile of material, obstruction, equipment, thing or inflammable substance, (hereinafter called "the Owner's works"), or to plant any growth upon any of the adjacent areas, if any such actions, in the opinion of B. C. Hydro:
 - (i) might interfere with or endanger the works or any part thereof or the installation, operation, maintenance, removal or replacement of the works or any part thereof; or
 - (ii) might obstruct access by B. C. Hydro's servants, agents or licensees to the works or any part thereof; or
 - (iii) might by the operation, use, maintenance or existence of the Owner's works on any of the adjacent areas create or increase any hazard to persons, vehicles or equipment;
- (b) Not to carry out blasting or aerial logging operations on or adjacent to any portion of the adjacent areas unless permission in writing from B. C. Hydro has first been received, which permission shall not be unreasonably withheld;
- (c) Not to diminish or substantially to add to the ground cover over such of the works as may be from time to time installed, operated or maintained below the surface of the land and, in particular, without in any way limiting the generality of the foregoing, not to construct open drains or ditches along or across such of the works as may at any time be installed on or under the land;
- (d) Not to do or knowingly permit to be done any act or thing which might in any way whatsoever interfere with or injure or endanger the works or any part thereof or impair the operating efficiency thereof or create or increase any hazard to persons.

3. B. C. Hydro hereby covenants with the Owner:

- (a) To pay compensation to the Owner for any damage to any buildings, crops, or improvements outside any of the adjacent areas caused by B. C. Hydro in the exercise of any of its rights hereunder and without negligence on the part of the Owner;
- (b) To pay all royalties, scaling fees and other charges which may be levied by the Crown against any timber that B. C. Hydro cuts on the land;
- (c) To pay compensation to the Owner for all merchantable timber cut or damaged on the land by B. C. Hydro in the exercise of any of its rights under this Agreement;
- (d) That it will, as soon as weather and soil conditions permit and insofar as it is practicable to do so, bury and maintain any underground works installed hereunder so as not to interfere with the drainage or ordinary cultivation and use of the land.

- 4 -

B/DWG. (Distr.)

R-5

PB 36876

- (e) Not to install, maintain or replace any works upon or within the land under the terms of this Agreement other than those works located or to be located as shown coloured red or within the red outline (as the case may be) upon the attached print of B. C. Hydro Drawing Number ----- 448376 ----- unless permission from the Owner has first been received which permission shall not unreasonably be withheld.

4. It is mutually agreed between the Owner and B. C. Hydro that:

- (a) The amount of any compensation payable under Paragraph 3 hereof shall be such as may be mutually agreed upon between the Owner and B. C. Hydro and in the event of disagreement as may be settled by arbitration pursuant to the Commercial Arbitration Act, but no such compensation shall be payable for any damage or cutting for which compensation has theretofore been paid;
- (b) The title to all timber cut on the land by B. C. Hydro in the exercise of its rights hereunder shall vest in B. C. Hydro;
- (c) This Agreement shall be construed as running with the land and that no part of the fee of the soil shall pass to or be vested in B. C. Hydro under or by this Agreement;
- (d) The expressions "Owner" and "B. C. Hydro" herein contained shall be deemed to include the executors, administrators, successors and assigns of such parties wherever the context so admits;
- (e) Where the expression "Owner" includes more than one person, all covenants herein on the part of the Owner shall be construed as being several as well as joint;
- (f) Wherever the singular and masculine are used in this Agreement they shall be construed as meaning the plural or the feminine or body corporate where the context or the parties hereto so require.

IN WITNESS WHEREOF the Owner has caused these presents to be executed as of the day and year first above written.

SIGNED, SEALED AND DELIVERED
by the Owner in the presence
of:

Name

Address

PATRICIA D. McLEOD
NOTARY PUBLIC
1101 - 103rd AVENUE
DAWSON CREEK, B.C.
V1G 2G8 782-4878

Occupation

DANIEL HAROLD MCLEAN

- 5 -

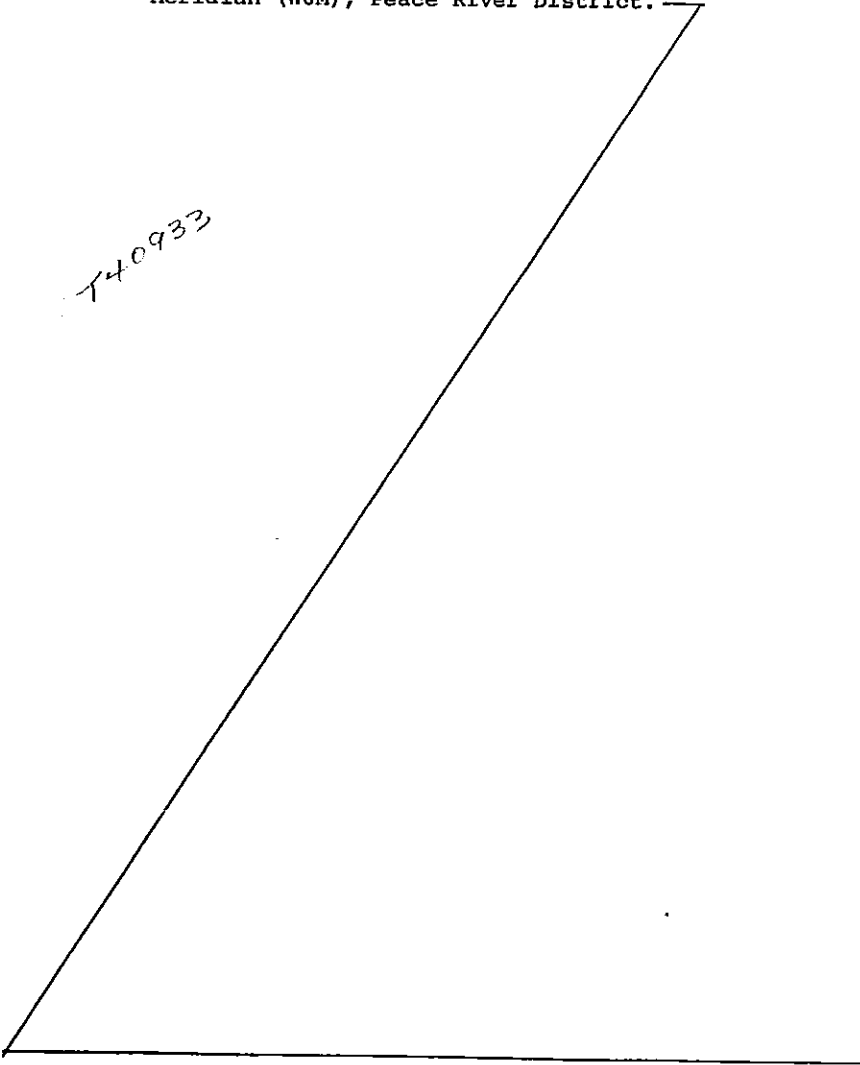
PB 36876

R-5

SCHEDULE

ALL AND SINGULAR that certain parcel or tract of land and premises situate, lying and being in the Peace River Assessment Authority, in the Province of British Columbia, and more particularly known and described as:

Parcel A (R2285) of the South East
Quarter (SE $\frac{1}{4}$) of Section Five (5),
Township Eighty-one (81), Range
Seventeen (R17), West of the Sixth
Meridian (W6M), Peace River District.



December 1, 2016

R-5

PB 36876

ALLOWANCE

(CALC)

SELL 55 ACRES

NEW 13 13 40

FILE

STA 3228

34109

IN FIELD BURIED

DUG#

448376

December 1, 2016

Kole Casey

From: Kole Casey
Sent: August-19-16 3:45 PM
To: 'kiskatkid@gmail.com'
Cc: PRRD_Internal
Subject: Question concerning ALR Subdivision. PRRD File #093/2016

Hello Daniel,

I have a couple of questions that I hope you can answer me.

1. Can you provide me with all the structures that you presently have on the parcel please?
2. You mentioned that you wish to Subdivide along the BC Hydro Easement Line? Is that correct. Which proposed parcel would you like to have the easement on?

Would Monday morning site visit work for you?

Have a great weekend.

[Kole A. Casey](#) | [South Peace Land Use Planner](#)

PEACE RIVER REGIONAL DISTRICT | Direct: 250-784-3205 | Fax: 250-784- 3201

kole.casey@prrd.bc.ca | www.prrd.bc.ca



PEACE RIVER REGIONAL DISTRICT



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December 1, 2016

Kole Casey

From: Dan McLean <kiskatkid@gmail.com>
Sent: August-19-16 6:02 PM
To: Kole Casey
Subject: Subdivide

1 1800 sq. ft. house

1 1000 sq. ft shop

2 small storage sheds

1 calving shed

The easement would be better on the east side I think. Due to the structures.

December 1, 2016



**PEACE RIVER REGIONAL DISTRICT
DEVELOPMENT SERVICES**

**REPORT ON SUBDIVISION WITHIN THE
AGRICULTURAL LAND RESERVE**

FILE NO. 093/2016

OWNER: Daniel McLean **DATE:** August 18, 2016
AREA: Electoral Area D
LEGAL: Parcel A (R2285) of the SE ¼ of Section 5, Township 81, Range 17, W6M, PRD.
LOT SIZE: 10.7 ha (26 acres)
LOCATION: Tower Lake Area

PROPOSAL

To subdivide the property into two approximately 5 ha (12 ac) parcels to provide a residence for their daughter.

RECOMMENDATION: OPTION 1

THAT the Regional Board support ALR subdivision application 093/2016, and authorize the application to proceed to the Agricultural Land Commission as it is consistent with the OCP.

OPTIONS

- OPTION 1: THAT the Regional Board support ALR subdivision application 093/2016, and authorize the application to proceed to the Agricultural Land Commission as it is consistent with the OCP.
- OPTION 2: THAT the Regional Board refuse authorization for the subdivision application 093/2016 to proceed to the Agricultural Land Commission.

LAND USE POLICIES AND REGULATIONS

OFFICIAL COMMUNITY PLAN (OCP): 'Rural Neighbourhood', Peace River Regional District Rural Official Community Plan Bylaw No. 1940, 2011

ZONING: RR-4 (Small Holdings Zone), Dawson Creek Rural Area Zoning Bylaw No. 479, 1986

AGRICULTURAL LAND RESERVE (ALR): Within

BUILDING INSPECTION AREA: Within the Building Permit Area

SITE CONTEXT

The subject property is located ~32 km northwest of Dawson Creek at the junction of the Braden Road & 224 Road and the Alaska Highway (97N). This area consists of a mix of small rural residential lots and larger quarter section agricultural parcels. The old Alaska Highway and Lebell Subdivision is southeast of the subject parcel.

SITE FEATURES

LAND: Based on aerial photograph interpretation and site inspection, the property is mostly agriculturally cleared with a small area forested on the northwest portion of the property. The property is observed to have a medium graded slope with a westerly aspect.

December 1, 2016

STRUCTURES: House, shop, two small storage sheds and one calving shed.

ACCESS: The subject property is accessed from the 224 Road and is directly adjacent to Hwy 97N.

SOIL: Class 4x soils. Class 4 soils have severe limitations that restrict the range of crops or require special conservation practices. Subclass x comprises of soils having a limitation resulting from the cumulative effect of two or more adverse characteristics.

FIRE: Outside all Rural Fire Protection Areas.

PREVIOUS APPLICATIONS – SUBJECT PROPERTIES

APPLICANT: Mr. & Mrs. J. L. McCauley

LEGAL: SE ¼ of Sec 5, Twp 81, Rge 17, W6M, Lying E of Alaska Hwy, PRD, Exc. Plan 15328

PROPOSAL: To subdivide the property into a 20.5 and a 21.5 acre parcel.

DECISION: The ALC **approved** the application. Resolution #261/80 (ALC #114-W-79-09878)

PREVIOUS APPLICATIONS – PROPERTIES WITHIN 100 M

APPLICANT: Mr. C. Kolstad

LEGAL: Sec 32, Twp 80, Rge 17, W6M, & N ½ sec 29, Twp 80, Rge 17, W6M, PRD

PROPOSAL: To subdivide the parcel as document on application

DECISION: The ALC **refused** the application however gave alternate approval: Resolution #9101/78 (ALC #114-W-78-06520)

APPLICANT: Mr. G. A. Schmakeit

LEGAL: Part of S ½ of Sec 5, Twp 81, Rge 17, W6M, Lying W of Alaska Highway Plan A938

PROPOSAL: To subdivide the parcel into 2 parcels of 160 ac and 80 ac.

DECISION: The ALC **refused** the application: Resolution #11232/79 (ALC #114-W-79-08116)

APPLICANT: D. & G. O'Reilly

LEGAL: Lot A, Plan 26772, SE ¼ of Sec 5, Twp 81, Rge 17, W6M

PROPOSAL: To subdivide the 8.703 ha into 4 parcels of 2.17 ha.

DECISION: The ALC **refused** the application: Resolution #1726/82 (ALC #21-W-82-14847)

APPLICANT: Dudley Wilson

LEGAL: Sec 32, Twp 80, Rge 17, W6M, PRD, Exc. Part. Lying E of PI A938, and Exc. PLs A938, PGP45537 & BCP 38516

PROPOSAL: To use 4 ha of a 205 ha property for storage of oil and gas drilling equipment.

DECISION: The ALC **approved** the application, with conditions: Resolution #324/2012 (ALC #52920)

COMMENTS AND OBSERVATIONS

APPLICANT: It is the intent of the landowners to subdivide the property along to BC Hydro powerline easement to provide a residence for their daughter. The applicants are retired and will require help with maintenance of the property. They do not wish to sell the family residence.

ALR: The subject property lies within the Agricultural Land Reserve. Therefore, Agricultural Land Commission approval is required.

Note: Pursuant to the *Agricultural Land Commission Act*, an application may not be considered by the ALC unless the Regional Board authorizes the proposal to proceed to the ALC. This is intended to provide local governments with latitude to consider and weigh the local community interests of each application, in addition to its zoning and Official Community Plan designation. Should the Regional District forward the application to the ALC, the information and recommendation offered by the Regional District is taken into consideration by the Commission but should not be construed as being binding on the Commission's opinions or decisions.

OCP: **Peace River Regional District Rural Official Community Plan Bylaw No. 1940, 2011**

Pursuant to the Peace River Regional District Official Community Plan Bylaw No. 1940, 2011, the subject property is designated 'Rural Neighbourhood' wherein the minimum parcel size is 1.6 ha (4 ac).

Policy 4: states: 'Subdivision or land use proposals will be examined and considered in areas designated Rural Neighbourhood, subject to the factors as set out in Section 20.4.'

20.4 Subdivision and Development Guidelines

Where a proposed subdivision, rezoning or temporary use permit may be permitted by this OCP, the Regional Board, in reviewing the subdivision application referred to the Regional District by the Approving Officer or a rezoning or temporary use permit application submitted to the Regional District by the applicant, may consider factors including but not limited to the following:

- (a) physical characteristics of the subject property, including topography and vegetation;
- (b) the agricultural capability of the land, including the Canada Land Inventory soil rating and history of production;
- (c) the subject property's access to infrastructure and utilities;
- (d) the projected impact on the transportation network;
- (e) impacts of the development on neighbouring properties, which may include direct and indirect impacts;
- (f) the extent to which the proposal would create or contribute to encroaching land uses that may interfere with agriculture and/or other nearby established land uses;
- (g) public opinion as received through any applicable public consultation process;
- (h) other issues that may be relevant to the subject property or specific proposal.

Policy 5: states that 'Subdivision within a Rural Neighbourhood should be oriented so as to minimize the impact on surrounding agricultural lands and operations.'

Based on these policy directions, the application is consistent with the OCP.

ZONING: **Dawson Creek Rural Area Zoning Bylaw No. 479, 1986**

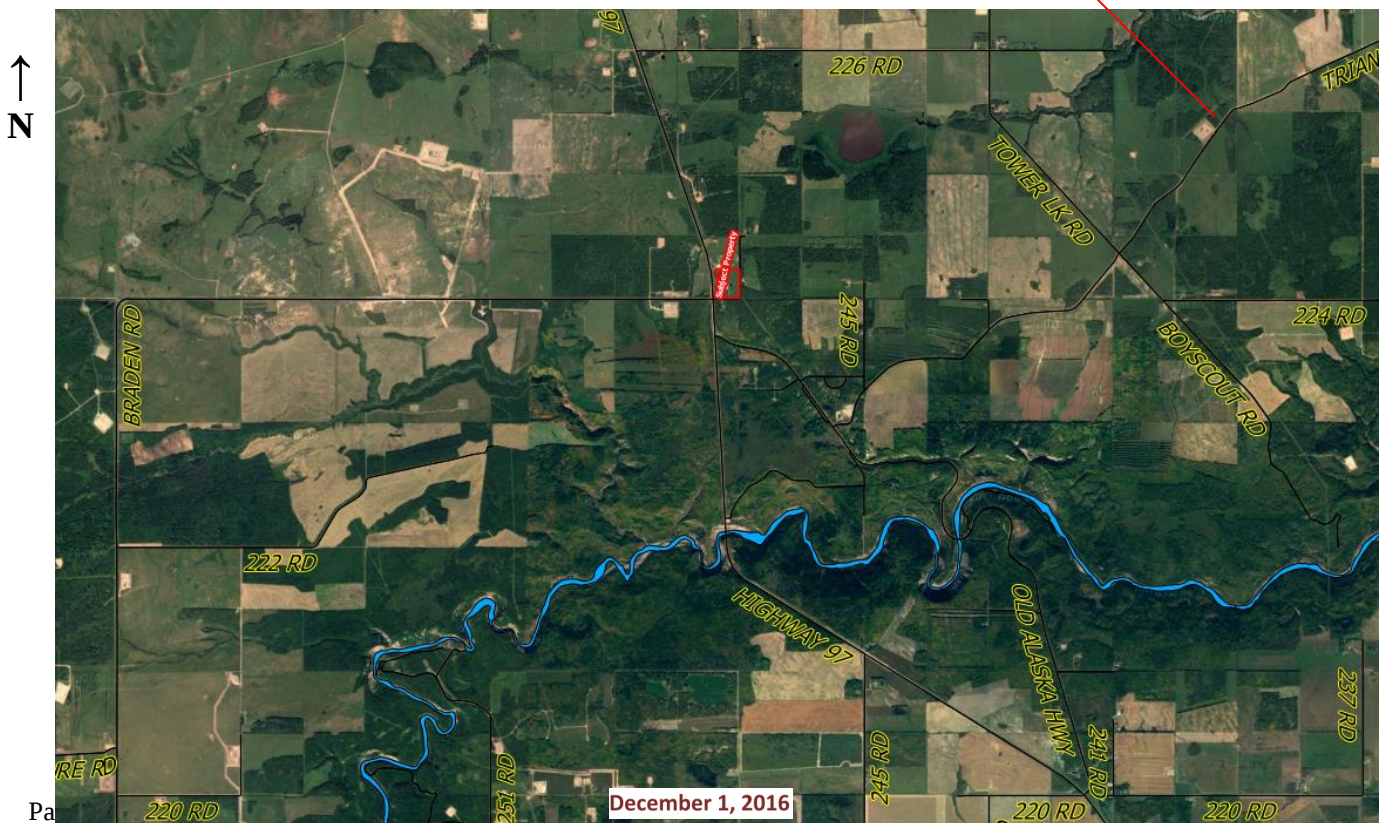
The subject property is zoned RR-4 (Small Holdings Zone) within the Dawson Creek Rural Area Zoning Bylaw No. 479, 1986. This zone has a minimum parcel size of 8 ha (20 ac).

However, should the proposal meet the requirements for subdivision under Section 514 of the Local Government Act, a zoning amendment would not be necessary.

IMPACT ANALYSIS

- AGRICULTURE:** The proposal may have a minor impact on the agricultural productivity of the land as a portion of the new parcel will be allocated to rural residential development.
- CONTEXT:** This area consists mainly of small residential lots, however observations of the general area does show larger quarter section parcels. This area is recognized as an area of smaller rural residential lots with the intention to make use of existing lots and to provide the farming community with housing alternatives, other than large holdings close to similar development.
- POPULATION & TRAFFIC:** The proposed subdivision could increase the population of the area by an average of 5.6 people and four vehicles in Electoral Area D. This density is calculated by a population average of 2.8 people (based on Stats Can 2011 census estimate) per dwelling in Electoral Area D and about 2 vehicles per dwelling. If the proposed subdivision is approved the maximum amount of dwellings that is permitted without an ALR Non-Farm Use application is two on the proposed subdivision, and one additional residence on the remainder lot.

↑
N





ALR SUBDIVISION REPORT

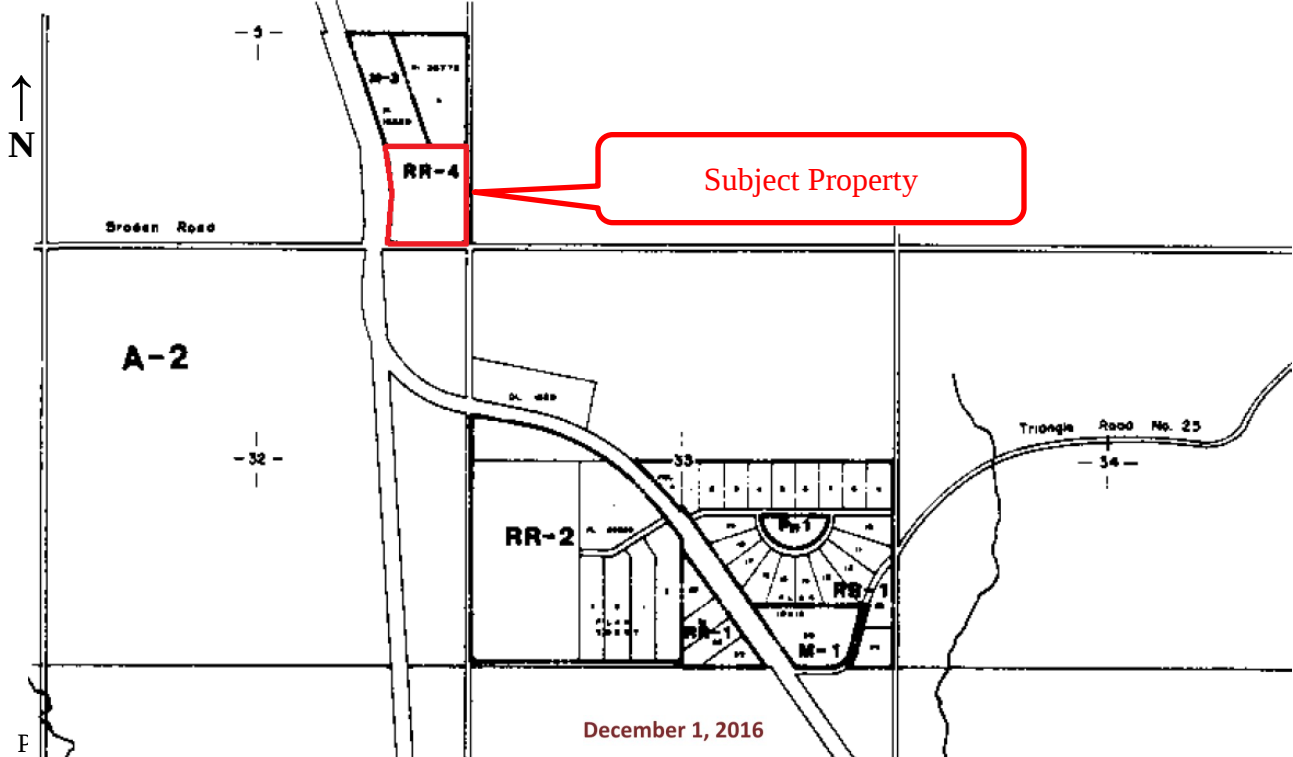
MAPS

FILE NO. 093/2016

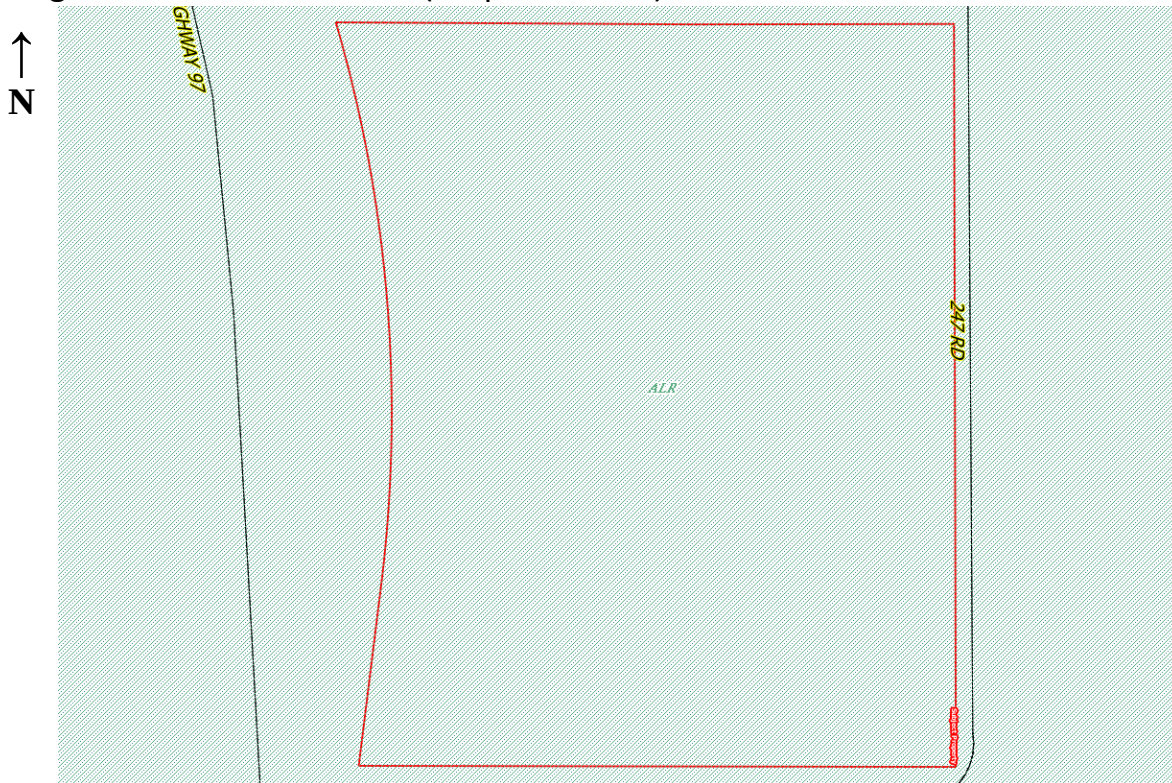
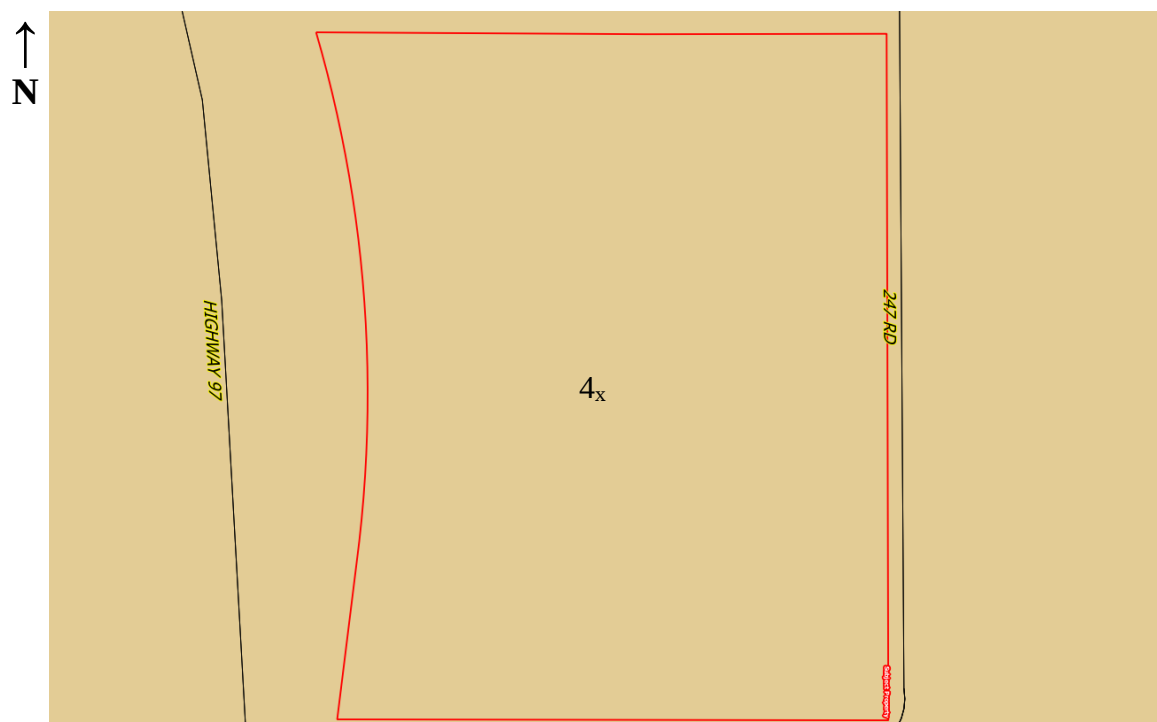
PRRD Rural Official Community Plan Bylaw No. 1940, 2011 (Map 21 Inset 1)



Dawson Creek Rural Area Zoning Bylaw No. 479, 1986 (Schedule B Map 11)





Agricultural Land Reserve (Map 093P.097)**CLI-Soil Classification (Map 093P/15)**



Photo's



Fig#1: Resident Shop



Fig#2: Residence



Fig#3: Southwest looking northeast



Fig#4: Northwest Corner of Parcel looking east



Fig#5: BC Hydro powerline easement



Fig#6: Subject property looking west

December 1, 2016

093/2016

Provincial Agricultural Land Commission - Applicant Submission

Application ID: 55303

Application Status: Under LG Review

Applicant: Daniel McLean

Local Government: Peace River Regional District

Local Government Date of Receipt: 05/02/2016

ALC Date of Receipt: This application has not been submitted to ALC yet.

Proposal Type: Subdivision

Proposal: To provide a portion of the land to my daughter to set up a separate residence, to help us through our retirement years, and won't be forced to sell the house our family grew up in. Also to maintain the property as it becomes more difficult to do in our old age.

Mailing Address:

Box 613

Dawson Creek, BC

V1G 4H4

Canada

Primary Phone: (250) 789-3373

Email: kiskatkid@gmail.com

Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple

Parcel Identifier: 014-635-950

Legal Description: Sec 5 TWP 81 RG 17 W6M Parcel APart SE 1/4

Parcel Area: 8 ha

Civic Address: 5420 224 Rd

Date of Purchase: 09/02/1983

Farm Classification: Yes

Owners

1. **Name:** Daniel McLean

Address:

Box 613

Dawson Creek, BC

V1G 4H4

Canada

Phone: (250) 789-3373

Email: kiskatkid@gmail.com

Current Use of Parcels Under Application

December 1, 2016

Applicant: Daniel McLean

1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).

Haying 90%

2. Quantify and describe in detail all agricultural improvements made to the parcel(s).

None

3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).

Home use

Adjacent Land Uses

North

Land Use Type: Agricultural/Farm

Specify Activity: Hobby farm 4 Hectares

East

Land Use Type: Residential

Specify Activity: Residential 1/4 section

South

Land Use Type: Residential

Specify Activity: Residential 16 hectares

West

Land Use Type: Agricultural/Farm

Specify Activity: Hobby Farm

Proposal

1. Enter the total number of lots proposed for your property.

4 ha

4 ha

2. What is the purpose of the proposal?

To provide a portion of the land to my daughter to set up a separate residence, to help us through our retirement years, and won't be forced to sell the house our family grew up in. Also to maintain the property as it becomes more difficult to do in our old age.

3. Why do you believe this parcel is suitable for subdivision?

This area has already got 4ha., 8 ha., and 16 ha. residential lots all around it.

4. Does the proposal support agriculture in the short or long term? Please explain.

Yes. This will give my grandchildren (9 so far) an opportunity to experience a rural environment. And, maybe in the long run end up in the agriculture business.

5. Are you applying for subdivision pursuant to the ALC Homesite Severance Policy? If yes, please submit proof of property ownership prior to December 21, 1972 and proof of continued occupancy in the "Upload Attachments" section.

No

December 1, 2016

Applicant: Daniel McLean

Applicant Attachments

- Proposal Sketch - 55303
- Certificate of Title - 014-635-950

ALC Attachments

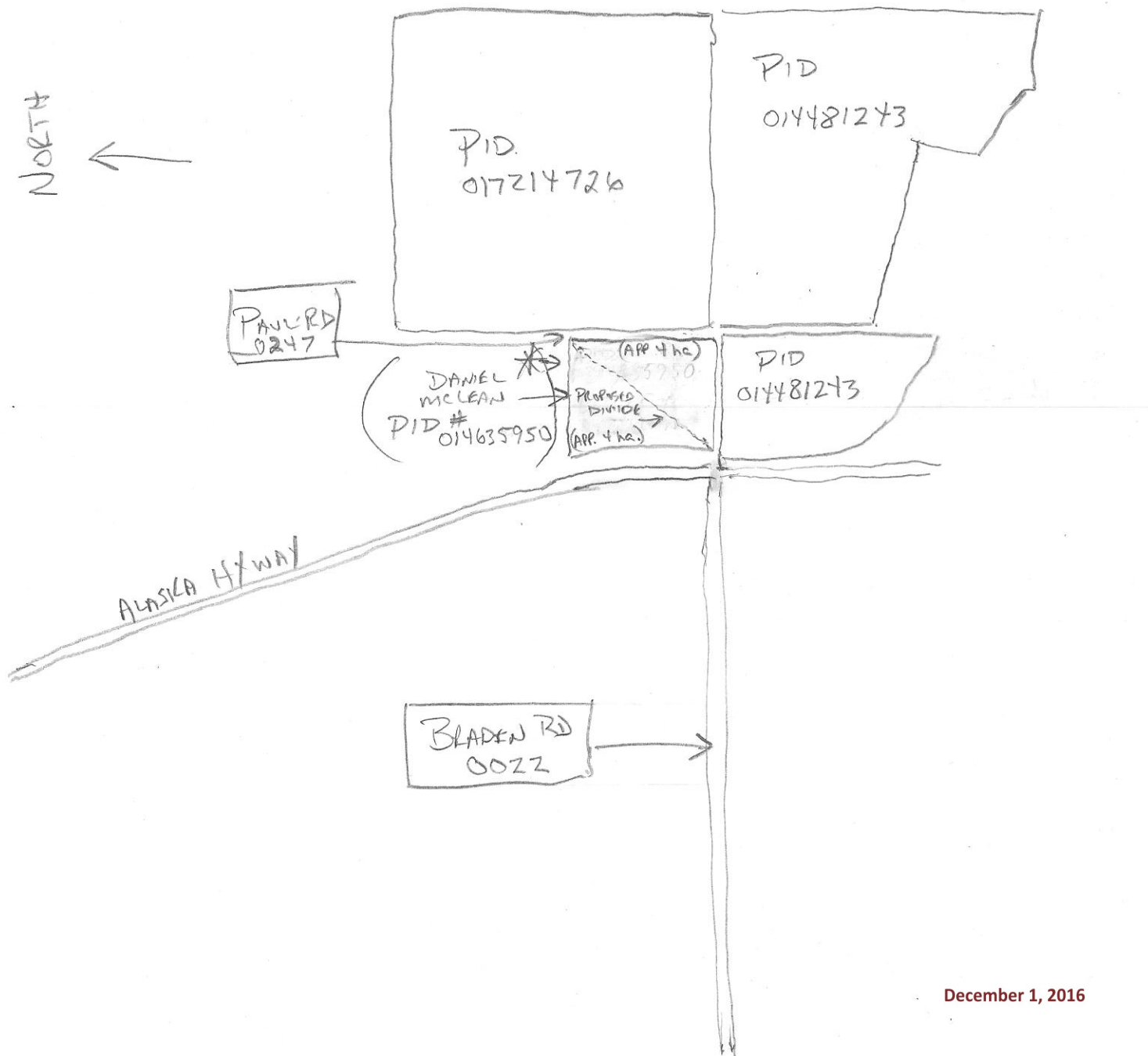
None.

Decisions

None.

December 1, 2016

Applicant: Daniel McLean



December 1, 2016

Charge

FORM 17 — CHARGE

NATURE: Statutory Right-of-Way necessary for the operation and maintenance of B.C. Hydro's undertaking

TRUE VALUE: \$ 100.00

HEREWITH FEES OF \$ NIL

APPLICANT Patricia N. Brown
PATRICIA ANN BROWN
AGENT FOR B.C. HYDRO, 500-1045 HOWE ST.,
VANCOUVER, B.C. V6Z 2B1 663-2430

R-5

PB 36876
08 SEP 88 08 30

35744

THIS AGREEMENT made as of the 25th day of August, 19 88

BETWEEN:

✓ DANIEL HAROLD MCLEAN, Pipefitter,
of Box 613, in the City of Dawson
Creek, in the Province of British
Columbia, V1G 6H4,

LAND TITLE ACT
Form 1 (Section 31)
MEMORANDUM OF REGISTRATION
Registered on application of
this day and at the time written
W. GANDY Registrar
Prince George Land Title Office

(hereinafter called "the Owner")

OF THE FIRST PART

AND:

✓ BRITISH COLUMBIA HYDRO AND POWER
AUTHORITY, of 970 Burrard Street,
in the City of Vancouver, in the
Province of British Columbia,
V6Z 1Y3,

(hereinafter called "B. C. Hydro")

OF THE SECOND PART

09/08/88 A2128m CHG FREE .00

WITNESSETH THAT:

1. The Owner, in consideration of the sum of
----- TEN -----
Dollars (\$10.00 ----) of the lawful money of Canada (the
receipt and sufficiency whereof is hereby acknowledged),
hereby grants unto B. C. Hydro in perpetuity the full and
free right, liberty and statutory right of way for
B. C. Hydro, its servants, agents and all others the
licensees of B. C. Hydro:

- (a) To construct, erect, string, or otherwise install, operate, maintain, remove and replace upon the land described in the Schedule hereto (hereinafter called "the land") poles with guy wires, brackets, crossarms, insulators, transformers, anchors and their several attachments, and one or more lines of wire for the transmission and distribution of electric energy and for communication and television and aircraft warning purposes (all of which are hereinafter collectively called "the works");
- (b) (i) To trim or fell all or any trees or growth now or hereafter on any portion or portions of the land lying within three (3) metres of a line formed by dropping perpendiculars to the ground from the outermost points of any of the works (which portions are hereinafter together called "the adjacent areas");
- (ii) To clear the adjacent areas and keep them cleared of all or any part of any trees or growth now or hereafter on the adjacent areas;
- (iii) To clear the adjacent areas and keep them cleared of all or any part of any buildings or obstructions now or hereafter on the adjacent areas which might, in the opinion of B. C. Hydro, interfere with or endanger the installation, operation, maintenance, removal or replacement of or access to the works or any part thereof or the operation, use, maintenance or existence of which on the adjacent areas might, in the opinion of B. C. Hydro, create or increase any hazard to persons;
- (c) Generally to do all acts necessary or incidental to the business of B. C. Hydro in connection with the foregoing.

- 3 -

BLANKET

R-5

2. The Owner hereby covenants with B. C. Hydro: PB 36876

- (a) Not to make, place, erect, operate, use or maintain any building, structure, foundation, pavement, excavation, well, pile of material, obstruction, equipment, thing or inflammable substance, (hereinafter called "the Owner's works"), or to plant any growth upon any of the adjacent areas, if any such actions, in the opinion of B. C. Hydro:
 - (i) might interfere with or endanger the works or any part thereof or the installation, operation, maintenance, removal or replacement of the works or any part thereof; or
 - (ii) might obstruct access by B. C. Hydro's servants, agents or licensees to the works or any part thereof; or
 - (iii) might by the operation, use, maintenance or existence of the Owner's works on any of the adjacent areas create or increase any hazard to persons, vehicles or equipment;
- (b) Not to carry out blasting or aerial logging operations on or adjacent to any portion of the adjacent areas unless permission in writing from B. C. Hydro has first been received, which permission shall not be unreasonably withheld;
- (c) Not to diminish or substantially to add to the ground cover over such of the works as may be from time to time installed, operated or maintained below the surface of the land and, in particular, without in any way limiting the generality of the foregoing, not to construct open drains or ditches along or across such of the works as may at any time be installed on or under the land;
- (d) Not to do or knowingly permit to be done any act or thing which might in any way whatsoever interfere with or injure or endanger the works or any part thereof or impair the operating efficiency thereof or create or increase any hazard to persons.

3. B. C. Hydro hereby covenants with the Owner:

- (a) To pay compensation to the Owner for any damage to any buildings, crops, or improvements outside any of the adjacent areas caused by B. C. Hydro in the exercise of any of its rights hereunder and without negligence on the part of the Owner;
- (b) To pay all royalties, scaling fees and other charges which may be levied by the Crown against any timber that B. C. Hydro cuts on the land;
- (c) To pay compensation to the Owner for all merchantable timber cut or damaged on the land by B. C. Hydro in the exercise of any of its rights under this Agreement;
- (d) That it will, as soon as weather and soil conditions permit and insofar as it is practicable to do so, bury and maintain any underground works installed hereunder so as not to interfere with the drainage or ordinary cultivation and use of the land.

- 4 -

B/DWG. (Distr.)

R-5

PB 36876

- (e) Not to install, maintain or replace any works upon or within the land under the terms of this Agreement other than those works located or to be located as shown coloured red or within the red outline (as the case may be) upon the attached print of B. C. Hydro Drawing Number ----- 448376 ----- unless permission from the Owner has first been received which permission shall not unreasonably be withheld.

4. It is mutually agreed between the Owner and B. C. Hydro that:

- (a) The amount of any compensation payable under Paragraph 3 hereof shall be such as may be mutually agreed upon between the Owner and B. C. Hydro and in the event of disagreement as may be settled by arbitration pursuant to the Commercial Arbitration Act, but no such compensation shall be payable for any damage or cutting for which compensation has theretofore been paid;
- (b) The title to all timber cut on the land by B. C. Hydro in the exercise of its rights hereunder shall vest in B. C. Hydro;
- (c) This Agreement shall be construed as running with the land and that no part of the fee of the soil shall pass to or be vested in B. C. Hydro under or by this Agreement;
- (d) The expressions "Owner" and "B. C. Hydro" herein contained shall be deemed to include the executors, administrators, successors and assigns of such parties wherever the context so admits;
- (e) Where the expression "Owner" includes more than one person, all covenants herein on the part of the Owner shall be construed as being several as well as joint;
- (f) Wherever the singular and masculine are used in this Agreement they shall be construed as meaning the plural or the feminine or body corporate where the context or the parties hereto so require.

IN WITNESS WHEREOF the Owner has caused these presents to be executed as of the day and year first above written.

SIGNED, SEALED AND DELIVERED
by the Owner in the presence
of:

Name

Address

PATRICIA D. McLEOD
NOTARY PUBLIC
1101 - 103rd AVENUE
DAWSON CREEK, B.C.
V1G 2G8 782-4878

Occupation

DANIEL HAROLD MCLEAN

- 5 -

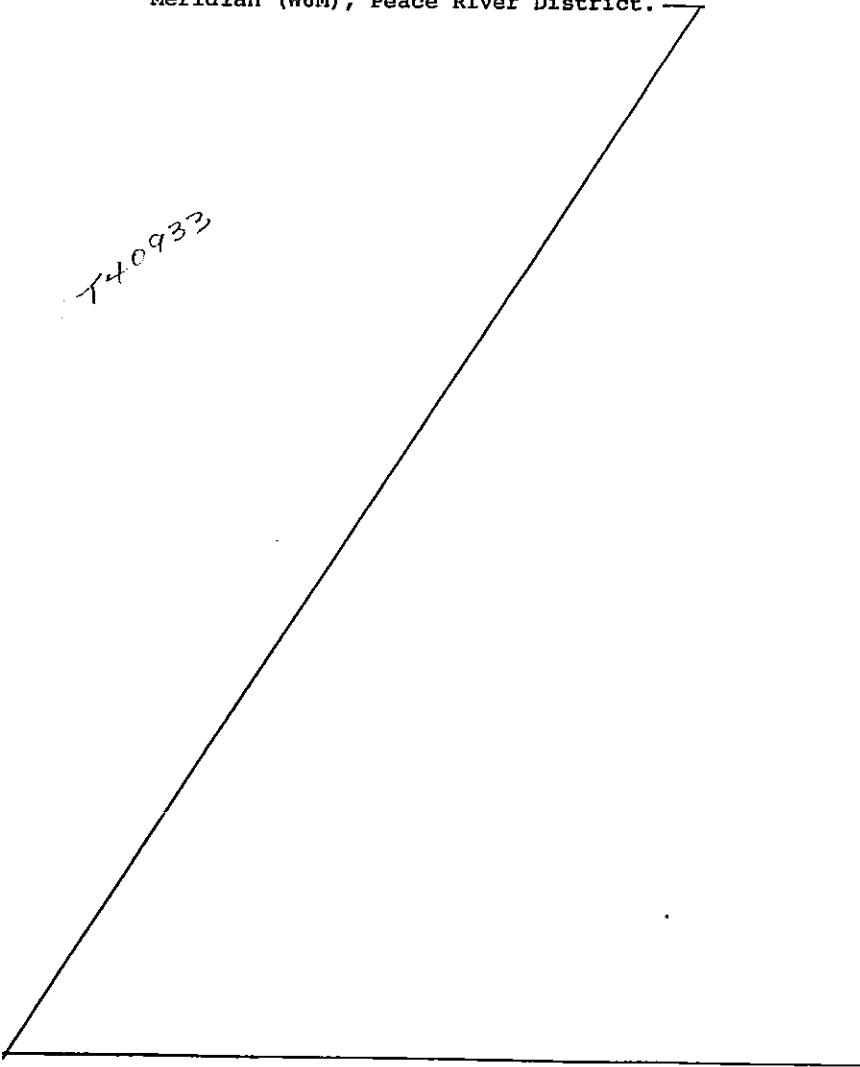
PB 36876

R-5

SCHEDULE

ALL AND SINGULAR that certain parcel or tract of land and premises situate, lying and being in the Peace River Assessment Authority, in the Province of British Columbia, and more particularly known and described as:

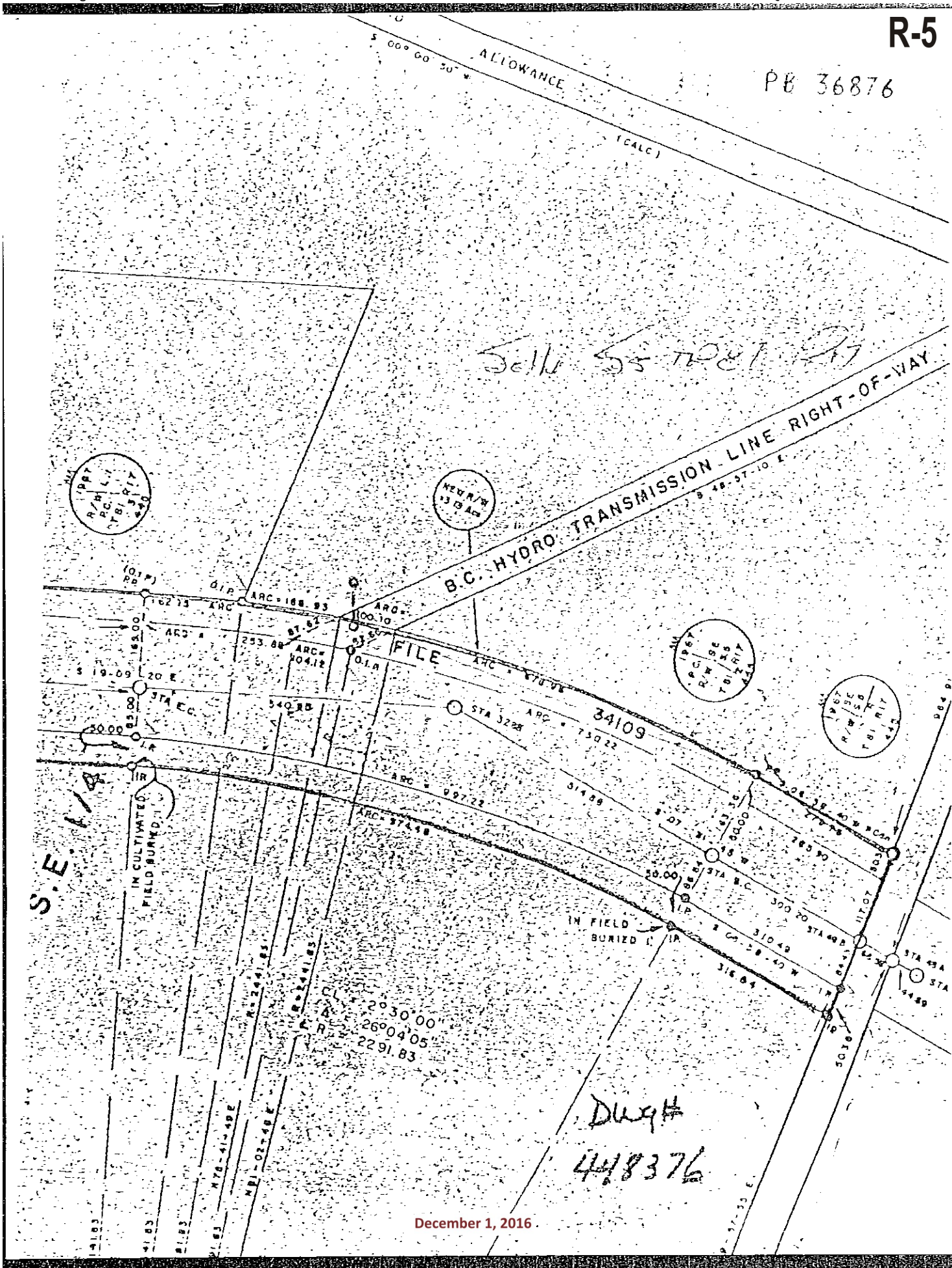
Parcel A (R2285) of the South East
Quarter (SE $\frac{1}{4}$) of Section Five (5),
Township Eighty-one (81), Range
Seventeen (R17), West of the Sixth
Meridian (W6M), Peace River District.



December 1, 2016

R-5

PE 36876



From: Kole Casey
Sent: August-19-16 3:45 PM
To: 'kiskatkid@gmail.com'
Cc: PRRD_Internal
Subject: Question concerning ALR Subdivision. PRRD File #093/2016

Hello Daniel,

I have a couple of questions that I hope you can answer me.

1. Can you provide me with all the structures that you presently have on the parcel please?
2. You mentioned that you wish to Subdivide along the BC Hydro Easement Line? Is that correct. Which proposed parcel would you like to have the easement on?

Would Monday morning site visit work for you?

Have a great weekend.

[Kole A. Casey](#) | [South Peace Land Use Planner](#)

PEACE RIVER REGIONAL DISTRICT | Direct: 250-784-3205 | Fax: 250-784- 3201

kole.casey@prrd.bc.ca | www.prrd.bc.ca



PEACE RIVER REGIONAL DISTRICT



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December 1, 2016

From: Dan McLean <kiskatkid@gmail.com>
Sent: August-19-16 6:02 PM
To: Kole Casey
Subject: Subdivide

1 1800 sq. ft. house

1 1000 sq. ft shop

2 small storage sheds

1 calving shed

The easement would be better on the east side I think. Due to the structures.

From: Karen Goodings [<mailto:kgooding@pris.bc.ca>]
Sent: Wednesday, November 09, 2016 12:41 PM
To: Trish Morgan <Trish.Morgan@prrd.bc.ca>; Kim Frech <Kim.Frech@prrd.bc.ca>
Cc: PRRD_Internal <prrd.internal@prrd.bc.ca>; Barb Coburn <Barb.Coburn@prrd.bc.ca>
Subject: RE: meeting fees

Might be a good refresher topic. If we are not crammed for time then we should put it on.

From: Trish Morgan [<mailto:Trish.Morgan@prrd.bc.ca>]
Sent: November-09-16 12:23 PM
To: Kim Frech; Karen Goodings
Cc: PRRD_Internal; Barb Coburn
Subject: RE: meeting fees

Please let me know if you would like to add this to EADC

Trish Morgan | General Manager of Community & Electoral Area Service
PEACE RIVER REGIONAL DISTRICT | Direct: 250-784-3218 | Cell: 250-219-3000
trish.morgan@prrd.bc.ca | www.prrd.bc.ca

From: Kim Frech
Sent: Wednesday, November 09, 2016 12:21 PM
To: Karen Goodings <kgooding@pris.bc.ca>
Cc: PRRD_Internal <prrd.internal@prrd.bc.ca>
Subject: RE: meeting fees

He could attend and claim but it would be an Electoral expense. By Board approval he is there representing the PRRD it gets paid from Legislative – Board.
If he doesn't have Board authority then there are directives of what constitutes a meeting that may be claimed (attached).

Hope this helps.

Kim Frech, CFO
Peace River Regional District
Direct: 250-784-3221
Finance Fax: 250-784-3229
Cell: 250-219-2207
Kim.Frech@prrd.bc.ca

From: Karen Goodings [<mailto:kgooding@pris.bc.ca>]
Sent: November-09-16 11:42 AM
To: Kim Frech <Kim.Frech@prrd.bc.ca>
Subject: meeting fees

Good morning Kim, In the minutes from the last meeting there was a motion to authorize Leonard to attend a Bessborough highways meeting. Is it necessary for the director to request permission when it is his/her area? Would minutes of the meeting or a report from the director suffice? Is it time to bring a report forward about what is and isn't a meeting? And when authorization is necessary? Is this something that we should add to EADC to discuss? I really believe that when it pertains to a meeting in the rural area that the director should have some flexibility without having to come to the board.

December 1, 2016



POLICY STATEMENT

Meeting Fees

1. Regional District Board Meetings – All Directors
- paid from "Legislative – Regional"
2. Electoral Area Directors' Committee; and
Rural Budgets Administration Committee – Electoral Area Directors only
- paid from "Legislative – Electoral"
3. North Central Municipal Association;
Union of British Columbia Municipalities; and
Federation of Canadian Municipalities – Electoral Area Directors only
- paid from "Legislative – Electoral"
4. Regional District "Standing" and "Operational" Committees – Board appointed
Directors and Board appointed Councillors from member municipalities
- paid from "Legislative – Regional"
5. Outside Agencies – Board appointed Directors
- paid from "Legislative – Regional"
6. Specific meeting with Regional Board approval to attend – All Directors
- paid from "Legislative – Regional"
7. Meetings with groups, organizations, etc., not previously approved by Board
resolution, but determined to be a "proper meeting", are paid from either
"Legislative – Regional" or "Electoral Area" depending on the meeting. The
definition of what constitutes a "proper meeting" is:
 - (a) the request for the meeting must come through the Regional District
office;
 - (b) a staff member must be in attendance; and
 - (c) meeting minutes/notes of the meeting must be taken to record actions
and follow-up.
8. Meetings that a Director is asked to attend, representing the Regional District,
but has no prior approval to do so, must have approval from the Chair to attend
which authorizes that Director to represent the Board. If this situation occurs,
the Chair and Director should bring forward to the next Regional Board meeting
for ratification of the approval given to attend.

Policy Note: When confirming the meeting fee rate claimed, it is calculated by using the actual length of the meeting (call to order and adjournment per meeting minutes), plus reasonable time for before and after time spent at the meeting locations, plus travel time. If there are meetings held before or after the "actual" meeting it must be *noted* on the claim form for confirmation purposes if rate claimed is over 6 hours (in particular over 8).

December 1, 2016

Updated: May 22, 2015

ELECTORAL AREA DIRECTORS' COMMITTEE

DIARY ITEMS

<u>Item</u>	<u>Status</u>	<u>Notes</u>	<u>Diarized</u>
1. Farmer's Advocacy Office	on-going	provide the agenda and meeting notes of the Farmer's Advocacy meetings on a quarterly basis	May 21, 2015