



PEACE RIVER REGIONAL DISTRICT
REGIONAL PARKS COMMITTEE
MEETING MINUTES

DATE: January 29, 2018

PLACE: Boardroom, Regional District Office, Dawson Creek, BC

PRESENT: Directors
Director Dan Rose, Meeting Chair
Director Karen Goodings
Director Don McPherson
Director Rob Fraser
Director Brad Sperling

Staff
Trish Morgan, General Manager of Community Services
Bryna Casey, Parks and Rural Recreation Coordinator
Crystal Brown, Electoral Area Manager
Barb Coburn, Recording Secretary

Delegates
Jana Zelenski, Lanarc, Principal Landscape Architect Lanarc Consultants

CALL TO ORDER Trish Morgan, General Manager of Community Services called the meeting to order at 10:36 a.m.

ELECTION OF CHAIR Trish Morgan, General Manager of Community Services called for nominations.

MOVED by Director Fraser, SECONDED by Director McPherson,
That Director Rose be nominated as Chair.

CARRIED.

Trish Morgan called twice more for more nominations. Hearing no further nominations, Director Dan Rose was declared Chair for the Regional Parks Committee.

Trish Morgan called for nominations for Vice Chair.

MOVED by Director McPherson, SECONDED by Director Fraser,
That Director Fraser be nominated as Vice Chair.

CARRIED.

Trish Morgan called twice more for nominations. Hearing no further nominations, Director Rob Fraser was declared Vice Chair for the Regional Parks Committee.

Director Rose assumed the Chair.

ADOPTION OF THE AGENDA

January 29, 2018
Agenda

MOVED by Director Fraser, SECONDED by Director McPherson,
That the Regional Parks Committee agenda for the January 29, 2018 meeting be adopted.

Call to Order
Director's Notice of New Business
Adoption of the Agenda
Minutes
M-1 Regional Parks Committee Meeting Minutes of October 10, 2018
Business Arising from the Minutes
Delegations
D-1 Jana Zelenski, Principal Landscape Architect, Lanarc Consultants – Blackfoot and Montney
Centennial Parks- Draft Final Report and Concept Review
Reports
R-1 September 29, 2017 – Bryna Casey, Parks and Rural Recreation Coordinator – Trails Policy
Amendment
R-2 – September 27, 2017 – Bryna Casey, Parks and Rural Recreation Coordinator – Wolverine
Nordic Ski Association Recreational Trails Grants-in-Aid Amendment Request
R-3 – January 4, 2018 - Bryna Casey, Parks and Rural Recreation Coordinator – 2018 Recreational
Trails Grants-in-Aid Allocations
R-4 – January 9, 2018 - Bryna Casey, Parks and Rural Recreation Coordinator – 2018 Draft Regional
Parks Budget
R-5 – August 8, 2017 – Bryna Casey, Parks and Rural Recreation Coordinator – Peace Valley Lookout
Options
New Business
Adjournment

CARRIED.

MINUTES:

M-1
October 10, 2017

MOVED by Director McPherson, SECONDED by Director Fraser,
That the Regional Parks Committee Meeting minutes of October 10, 2017 be adopted.

CARRIED.

DELEGATION:

D-1
Park Design
Concept Review

Ms. Jana Zelenski, Principal Landscape Architect, Lanarc Consultants reviewed a slideshow
of the design concepts for both Blackfoot and Montney Centennial parks. Ms. Zelenski will
be making some additional tweaks to the presentation before presenting the slideshow to
the Regional Board.

The Directors thanked Ms. Zelenski and look forward to her presentation to the Regional
Board at its February 22 meeting.

Recess

The meeting recessed for lunch at 12:32 p.m.

Reconvene

The meeting reconvened at 12:50 p.m.

REPORTS:

- R-1
Trails Policy
Amendment
- MOVED by Director McPherson, SECONDED by Director Fraser,
That the Regional Parks Committee recommend to the Regional Board that the proposed
Statement of Policy and Procedure for Recreational Trails Grants-in-aid be amended as
follows:
- a) that staff be delegated the authority to approve utilization of excess funds to enhance
the same project, to a maximum value of fifteen percent (15%) of the total grant; and
 - b) that clause 5.6 c) - 'Purchase of minor capital equipment (i.e., chainsaws)' be added to
section 5.7 as f) and that section 5.6 c) be amended to read 'rental of equipment' to
read as follows:
5.6 Eligible Costs
c) Rental of equipment.
5.7 Ineligible Costs
f) Purchase of minor capital equipment (i.e., chainsaws)
- CARRIED.
- R-2
Grants-in-aid
Amendment
Requests
- MOVED by Director Fraser, SECONDED by Director McPherson,
That the Regional Parks Committee recommend to the Regional Board that the amendment
request from the Wolverine Nordic Mountain Society (WNMS) be approved, on a one-time
basis, subject to the new policy.
- CARRIED.
- R-3
2018 Recreational
Trails Grants-in-aid
Allocations Whiskey
Jack Nordic Ski Club
- MOVED by Director Goodings, SECONDED by Director Fraser,
That the Electoral Area Directors' Committee recommend to the Regional Board that a
\$20,000 grant be provided to the Whiskey Jack Nordic Ski Club from the 2018 Recreational
Trails Grants-in-Aid to complete the architectural/engineering design for a warming shelter
and to complete an archaeological assessment and clearing, grading, and removing stumps
for a stadium area.
- CARRIED.
- MOVED by Director McPherson, SECONDED by Director Goodings,
That the Electoral Area Directors' Committee recommend to the Regional Board that an
\$18,871 grant be provided to the Chetwynd Outdoors Club from the 2018 Recreational
Trails Grants-in-Aid to:
- a) complete an engineering feasibility study and development plan for trails;
 - b) create a learning grid and cleared space in which to teach cross country ski lessons;
 - d) advertise trails to the public once complete; and
 - c) develop trails by renting trail maintenance equipment in the Little Prairie Community
Forest.
- CARRIED.
- MOVED by Director McPherson, SECONDED by Director Fraser,
That the Regional Parks Committee deny the grant request from the Bear Mountain Nordic
Ski Association and not forward the application to the Board, as their application was
received after the deadline and was incomplete.
- CARRIED.

REPORTS (CONTINUED)

R-3 (continued)
2018 Recreational
Trails Grants-in-aid
Allocations Whiskey
Jack Nordic Ski Club

MOVED by Director Goodings, SECONDED by Director McPherson,
That the Regional Parks Committee recommend to the Regional Board that the 2018
Recreational Trails Grants-in-Aid budget be reduced from \$75,000 to \$40,000 for 2018.
CARRIED.

R-4
2018 Draft Regional
Parks Budget

MOVED by Director Fraser, SECONDED by Director McPherson,
That the Regional Parks Committee accept the 2018 Regional Parks' budget with the
following amendments:

- Minaker River Park: reduce overall budget to \$10,000 to attend a meeting with Prophet River First Nations, remove infrastructure and conduct minimal park maintenance;
- Peace Valley Lookout Project: reduce to \$15,300 to only conduct the drainage study;
- Blackfoot Park Expansion: add \$100,000 to develop a care taker's site;
- Montney Centennial Park Expansion: add \$25,000 to upgrade bathrooms and roads; and

that it be forwarded to the Regional Board for approval in the 2018 Annual Financial Plan.
CARRIED.

MOVED by Director Fraser, SECONDED by Director McPherson,
That the Regional Parks Committee recommend to the Regional Board that the 2018 draft
regional parks budget, as amended and endorsed by the Regional Parks Committee, be
included in the 2018 Peace River Regional District draft financial plan for consideration at
its February 21, 2018 budget meeting,

R-5
Peace Valley
Lookout Options

MOVED by Director Fraser, SECONDED by Director McPherson,
That the Regional Parks Committee recommends to the Regional Board that staff be
authorized to apply for an investigative permit for a 32 ha portion of parcel of land where
the Peace Valley Lookout is located.
CARRIED.

MOVED by Director Fraser, SECONDED by Director McPherson,
That the Regional Parks Committee recommends to the Regional Board that a "Drainage
and Storm Water Management Plan" be budgeted for with completion in 2018.
CARRIED.

MOVED by Director Fraser, SECONDED by Director McPherson,
That the Regional Parks Committee recommends to the Regional Board that staff be
authorized to bring back a report to the Parks Committee and Board on the costs (financial
and liability) and benefits of converting Minaker River Park into park reserve land.

Adjournment: The Chair adjourned the meeting at 2:15 p.m.