

MINUTES of a Regional Board meeting held in the Bear Pit, Town Square, Fort Nelson, BC on Monday, January 27, 2003 at 7:00 PM.

THOSE PRESENT

| | |
|--------------------|--------|
| Chair Morey | -Chair |
| Director Barr | |
| Director Craddock | |
| Director Gray | |
| Director Lutsiak | |
| Director Middleton | |
| Director Streeper | |
| Director Unruh | |

STAFF

| | |
|--------------------|----------------------------------|
| Debbie Walker | -Acting Administrator |
| Bruce Hupman | -Director of Operations |
| Tom Sprado | -Director of Recreation Services |
| Pat Higgins | -Deputy Treasurer |
| Gillian Villeneuve | -Recording Secretary |

PUBLIC/MEDIA

| | |
|--------------------|------------------------------|
| Ed Bulley | -Woodlands Inn |
| Denis Ouellet | -Bluebell Inn |
| Dwayne Sarafinchan | -Northgate Construction Inc. |
| Bob Lawrence | -Northgate Construction Inc. |

1. **CALL TO ORDER** A quorum being present, Chair Morey called the meeting to order at 7:08 PM and proceeded with the business placed before it.

2. **ADOPTION OF AGENDA** **MOVED** by Director Gray, **SECONDED** by Director Barr that the agenda for the January 27, 2003 Regional Board meeting be amended to include the following:

- Committee Reports - Mile 292 Subdivision Water Utility Committee, January 21, 2003;
- Muskwa-Kechika and Land Resource Management Plan meetings;

and thereafter, be adopted for implementation.

CARRIED

MINUTES FOR ADOPTION

3. Emergency Regional Board
December 12, 2002

MOVED by Director Lutsiak, **SECONDED** by Director Streeper that the minutes of the Emergency Regional Board meeting held December 12, 2002 be adopted for implementation as presented, there being no errors or omissions.

CARRIED

4. Emergency Regional Board
December 17, 2002

MOVED by Director Unruh, **SECONDED** by Director Lutsiak that the minutes of the Emergency Regional Board meeting held December 17, 2002 be adopted for implementation as presented, there being no errors or omissions.

CARRIED

5. Emergency Regional Board
January 9, 2003

MOVED by Director Gray, **SECONDED** by Director Barr that the minutes of the Emergency Regional Board meeting held January 9, 2003 be adopted for implementation as presented, there being no errors or omissions.

CARRIED

6. Regional Board
January 13, 2003

Director Craddock inquired as to whether a report from the Ministry of Health approving the proposed water and sewer systems by Northgate Construction Inc. had been received.

Acting Administrator Walker noted that information had been received and was distributed for discussion during review of Bylaw No. 151, 2003.

Director Craddock inquired as to the status of his request to have Administration provide a report investigating the effect of the proposed re-zoning for Northgate on neighbouring properties.

A/A Walker stated she would report verbally during review of Bylaw No. 151, 2003.

CORRESPONDENCE

13. **Dan Maxwell, Chief Executive Officer
Homeowner Protection Office
Re: Response to Council/Board
Letter to Honourable Kevin
Falcon, Minister of State for
Deregulation Re: Homeowner
Protection Act**

Chair Morey noted that former Chair Harry Clarke had sent a letter to Minister Kevin Falcon regarding the Homeowner Protection Act and that Chief Executive Officer of the Homeowner Protection Office, Dan Maxwell, had responded but had not specifically addressed some of the issues noted in former Chair Clarke's correspondence.

Chair Morey further noted that some British Columbia municipalities were re-examining the necessity of in-house building inspection with the assumption being that eliminating building inspection would reduce risk and liability to the community. Chair Morey further noted that building inspection could be replaced by having an engineer or architect design and provide approval for building plans.

Director of Operations Hupman explained that without a Building Inspector, there would be greater risk within the community of developers not complying with building code regulations during construction. DOP Hupman noted that engineering and architectural costs would be significantly higher than that of a Building Inspector. DOP Hupman further noted that even if developers were required to have building plans approved by an architect or engineer, it would not necessarily reduce the level of risk and liability for the community.

Chair Morey explained that should a developer have building plans approved by an architect or engineer and should the local building inspector request a change, the municipality would then become involved and be held responsible.

13. **Continued**

It was noted that the Municipal Insurance Association had completed a great deal of study on the issue and should be consulted for information. Director Craddock noted he and Treasurer McLean would be attending an MIA meeting in March and would discuss the issue and report back on the subject to the Regional Board.

MOVED by Director Gray, **SECONDED** by Director Unruh that the letter from Dan Maxwell, Chief Executive Officer for the Homeowner Protection Office dated January 14, 2003 be received for information.

CARRIED

14. **City of Dawson Creek**
Re: 2003 Oil & Gas Conference
September 29 - October 2, 2003
Request for Sponsorship

It was suggested that the Regional Board's sponsorship should be on an item that would be seen throughout the entire conference, for example: portfolio bags, committee identification vests or delegate gift items.

It was suggested that each community (Fort Nelson, Fort St. John and Dawson Creek) institute a protocol agreement that would provide equality among each community with regards to sponsorship amounts.

MOVED by Director Lutsiak, **SECONDED** by Director Unruh that the City of Dawson Creek be advised that the Town of Fort Nelson and the Northern Rockies Regional District will provide sponsorship for the 2003 Oil & Gas Conference in the amount of \$3000 for the Delegate Portfolios and should sponsorship of the Delegate Portfolios be spoken for, the Town of Fort Nelson/Northern Rockies Regional District will provide \$3000 in sponsorship for Delegate Gift Items (\$1500) and Committee Identification Vests (\$1500).

CARRIED

COMMITTEE REPORTS

15. **Airport Advisory Committee**
January 20, 2003

MOVED by Director Unruh, **SECONDED** by Director Barr that the minutes of an Airport Advisory Committee meeting held January 20, 2003 be received for information.

CARRIED

MOVED by Director Gray, **SECONDED** by Director Middleton that the Airport 2003 Budget report be approved in principle and that it be forwarded to the Town/Council/Regional District subsidiary budget meeting scheduled for February 2, 2003.

CARRIED

16. **Mile 292 Subdivision Water**
Utility Committee
January 21, 2003

MOVED by Director Barr, **SECONDED** by Director Streeper that the existing worn water pump located in the Mile 292 water pump-house be replaced with the new pump with said work being performed by the Northern Rockies Public Works staff and further that the existing worn pump be sent out for repairs, with said funds being allocated from the Mile 292 Operating budget.

CARRIED

MOVED by Director Barr, **SECONDED** by Director Lutsiak that routine flushing of the three polyethylene water storage tanks located at the Mile 292 subdivision be carried out six times a year by the Northern Rockies Public Works staff to keep the tanks at optimum maintenance levels and impede unfavourable algae/bacteria buildup, at a cost of \$1200 for each flushing procedure for a total annual cost of \$7200, with said funds being allocated from the Mile 202 Operations budget.

CARRIED

16. Continued

MOVED by Director Unruh, **SECONDED** by Director Middleton that Kathy Lebonte, Dwayne Thompson, Rick Rossi and Flora Clarke be appointed as citizen members to the Mile 292 Subdivision Water Utility Committee.

CARRIED

MOVED by Director Unruh, **SECONDED** by Director Middleton that Director Streeper be appointed as Vice Chair of the Mile 292 Subdivision Water Utility Committee.

CARRIED

OPERATING REPORTS

17. RCMP (Reid)
December Operating Report
& 2002 Yearly Report

Staff Sergeant Reid noted that the Fort Nelson Detachment had recently received confirmation that they would receive a new Cadet in mid-March and also anticipated a replacement this summer as a result of Constable Monica Schimanke's rotation transfer. The staff increase would result in a surplus of two positions in the Fort Nelson Detachment.

Staff Sergeant Reid further noted that the Provincial Government had changed the Regionalization of RCMP Services date from April 1, 2003 to April 1, 2004. S/S Reid explained that Regionalization would likely increase local staffing levels and his position as Staff Sergeant would remain in Fort Nelson. S/S Reid further explained that he had recently submitted a business case for the addition of four officers in the Fort Nelson Detachment due to the current work overload.

It was agreed that the RCMP December Operating Report & 2002 Yearly Report be received for information.

17. **Continued**

Staff Sergeant Reid presented Chair Morey with a framed certificate commending the Town of Fort Nelson and the Northern Rockies Regional District on their continued commitment and support of the Community Christmas Dinner.

Chair Morey thanked Staff Sergeant Reid and accepted the certificate, noting they would take a photograph at the next Council/Board meeting S/S Reid would be attending.

* *S/S Reid exited the meeting at 7:53 PM.*

18. **Public Works (Hupman)
Quarterly Operating Report**

DOP Hupman noted that construction values within the Building Permit report captured the completed value of the structure.

Director Craddock stated that Fort Nelson had benefitted by almost \$7 million with the addition of hotel rooms by Woodlands Inn, Bluebell Inn and the Super8 Motel, demonstrating a great commitment to the community by each of the owners/operators.

MOVED by Director Unruh, **SECONDED** by Director Lutsiak that the Public Works Quarterly Operating Report dated January 8, 2003 be received for information.

CARRIED

ADMINISTRATION REPORTS

19. **Administration Report #14/03
Re: Tourism - Year End Review
Chamber of Commerce
Delivery of Visitor
Information Services**

Chair Morey noted that DRDS Wallace's report provided excellent background for the upcoming Subsidiary Group Budget meetings.

MOVED by Director Lutsiak, **SECONDED** by Director Barr that Administration Report #14/03 Re: Tourism - Year End Review of Chamber of Commerce Delivery of Visitor Information Services be received for information.

CARRIED

20. Administration Report #15/03
Re: Council/Board Operations
Notice of Procedure Bylaw
Amendments, Meeting
Order Agenda

MOVED by Director Unruh, **SECONDED** by Director Lutsiak that Administration Report #15/03 Re: Council/Board Operations Notice of Procedure Bylaw Amendments, Meeting Order Agenda be received for information.

CARRIED

BYLAWS/POLICIES

21. For First & Second Readings
Northern Rockies Regional District
The Rural Land Use Amendment
(Northgate Contractors Inc.)
Bylaw No. 151, 2003

Chair Morey read aloud the following letter dated January 27, 2003 from JoAnne Wright, CF Wright Farms Ltd, to Dwayne Sarafinchan, Northgate Camp Services:

"January 27, 2003

Dear Mr. Dwayne Sarafinchan

In response to your recent inquiry on our facility located at Mile 285 on the Alaska Highway. We are a permitted facility with BC Lands, Water and Parks to take in domestic and camp sewage. If required we would have no problem in accepting up to or more than 10,000 gallons a day. I hope this answers your questions and please feel free to contact Cliff or myself if more information is required.

Yours truly,

JoAnne Wright"

21. Continued

Chair Morey then read aloud the following letter dated January 27, 2003 from Ben Van Norstrand, Environmental Protection Officer, Omineca-Peace Region, Ministry of Water, Land and Air Protection to Dwayne Sarafinchan:

"Dear: Dwayne Sarafinchan

Re: Sewage Disposal

Further to our conversation, if there is no discharge from your storage tanks to the environment, the Ministry of Water, Land and Air Protection would not have any concerns regarding your proposal.

The onus and liability rests with you to ensure there is no discharge from the system. You are reminded that effluent disposed of through pump and hauling must be discharged to an authorized facility.

If you have any questions please contact the undersigned at 250-565-6528.

Yours truly,

Ben Van Nostrand"

MOVED by Director Unruh, **SECONDED** by Director Streeper that the Rural Land Use Amendment (Northgate Contractors Inc.) Bylaw No. 151, 2003 be given First and Second Readings.

OPPOSED - Director Craddock (felt a complete review of the Rural Land Use Bylaw was necessary prior to making a decision, there was not sufficient industrial land available to convert what industrial land there is to commercial zoning, a report on surrounding property owner's opinion was necessary, and the type of project did not necessarily improve the community.)

OPPOSED - Director Middleton (felt a complete review of the Rural Land Use Bylaw was necessary prior to making a decision.)

CARRIED

21. Continued

Acting Administrator Walker advised that neighbouring properties had no objections to Northgate Construction Inc. rezoning application. A/A Walker noted the land would remain Industrially Zoned but would also permit Commercial activity.

Chair Morey explained that giving the First and Second Readings, only allowed for the next process of public consultation and did not rezone the property.

It was suggested that the Board's review of the Rural Land Use Bylaw be completed before advertising for public consultation on Northgate's rezoning application. Dwayne Sarafinchan explained that should he not receive formal approval for the rezoning of the property in the near future, the manufacture of the facility may be bumped further back on the schedule thus causing a delay in construction.

A/A Walker advised she was legally required to advertise the public hearing twice in the Fort Nelson News and that the meeting could be held no less than three days and no more than ten days after notice was advertised.

It was *agreed* that a Public Hearing to discuss The Rural Land Use Amendment (Northgate Contractors Inc.) Bylaw No. 151, 2003 be scheduled for Monday, February 10, 2003 at 5:30 PM in the Bear Pit, Town Square.

NEW BUSINESS /
VERBAL STATUS REPORTS

22. Resolution
For Adoption

MOVED by Director Gray, **SECONDED** by Director Lutsiak that the decisions of the meeting of the Town Council as held preceding this meeting of the Regional Board be adopted for implementation.

CARRIED

* *Dwayne Sarafinchan and Bob Lawrence exited the meeting at 8:11 PM.*

23. **Presentation
Re: Muskwa-Kechika
& Land Resource
Management Plan**

Director Middleton advised that Mary Visslai-Beale would provide an overview of the Land Resource Management Plan to the Regional Board on February 5, 2003 at 7:00 PM.

Director Middleton advised that Kathleen O'Neill would provide an overview of the Muskwa-Kechika Management Plan to the Regional Board on February 19, 2003 at 5:00 PM.

Director Middleton requested Administration provide Regional Board members with copies of the Land Resource Management Plan and Muskwa-Kechika Management Plan prior to the February meetings.

24. **Subjects For
Municipal Bulletin**

It was suggested that the Public Hearing regarding the Rural Land Use Amendment (Northgate Contractors Inc.) Bylaw No. 151, 2003 be a subject for the next edition of the Municipal Bulletin.

25. **Radio Call-In
Program**

It was noted that the January 24, 2003 Radio Call-In Program had been rescheduled to February 28, 2003.

26. **Elected Official
Emergency Preparedness
Workshop, February 8, 2003
for Approval & Authorization
of Expenses**

MOVED by Director Unruh, **SECONDED** by Director Lutsiak that Chair Morey and Director Streeper be authorized to attend the Elected Official Emergency Preparedness Workshop on February 8, 2003 in Fort St. John, BC all expenses paid.

CARRIED

PORTFOLIO REPORTS

27. **Director Unruh** Director Unruh noted the Regional Board should encourage local individuals with experience with Social Services or the Ministry of Families & Children to apply for a position on the Community Development Board. It was suggested that Lillian Forbes might be an ideal candidate. The deadline to apply was January 31, 2003.
28. **Director Middleton** Director Middleton noted she had attended an excellent strategic planning meeting with the Northern Rockies Alaska Highway Tourism Association facilitated by David Leverton and that the new mission statement (unofficial) was developed as follows:
- "To facilitate opportunities for sustainable tourism growth and development by fostering memorable visitor experiences and promoting economic and social benefits for the members and wider community."*
29. **PUBLIC/NEWS/MEDIA QUESTION & ANSWER PERIOD**
- Denis Ouellet, Bluebell Inn, inquired as to how the Regional Board could rezone property for both industrial and commercial uses.
- Acting Administrator Walker explained that the section of land from the Fort Nelson 5th Wheel and Truck Stop to the entrance of the Sierra-YoYo-Desan Road was zoned Highway Commercial; however, several property owners were requesting zoning amendments from Highway Commercial to Industrial. As a result of the demand for rezoning, the previous Board granted the area be rezoned to a combination of Commercial/Industrial zoned properties to accommodate existing properties and any new development.
- Mr. Ouellet inquired as to the purpose of the property to be utilized by Northgate Contractors Inc.
- Director Lutsiak explained that Northgate Contractors Inc. intended to construct a motel/lodge on the property to house 116 people and had requested the zoning be changed to Commercial/Industrial as motels/lodges were not permitted in the Industrial Zone.

29. **Continued**

Ed Bulley, Woodlands Inn, commented that the manufactured motel/lodge would be a temporary building placed on steel piles and at any time could be moved and treated as a temporary camp/bunkhouse.

Denis Ouellet inquired as to the nature of business for Northgate Construction Inc.

Director Lutsiak noted Northgate Construction Inc. provides service to the Oil & Gas Industry through the service and repair of manufactured bunkhouse/housing accommodations within the field.

Chair Morey explained that when Northgate Construction Inc. initially approached the Regional Board in December, they requested a temporary permit for the construction of a bunkhouse. The Regional Board suggested Northgate Construction Inc. examine the possibility of a zoning change because the facility and usage described to the Board was for a permanent motel/lodge as opposed to a temporary bunkhouse.

Director Lutsiak explained the Public Hearing would be an excellent opportunity for the public to come forward and voice their questions or concerns regarding the zoning amendment application submitted by Northgate Construction Inc.

Denis Ouellet and Ed Bulley exited the meeting at 8:25 PM.

30. **FLOWERS & CONDOLENCES** Director Streeper requested that Administration send flowers and well wishes to local resident Lana Purka who was battling cancer and would be in Grande Prairie, AB undergoing treatment.

31. **ADJOURNMENT** **MOVED** by Director Lutsiak, **SECONDED** by Director Streeper that the meeting be declared adjourned at 8:28 PM.

CARRIED

CERTIFIED a true and correct copy of the minutes of a Regional Board meeting held on Monday, January 27, 2003.

Chris Morey, Mayor/Chair

Debbie Walker, Corporate Administrator

Gillian Villeneuve, Recording Secretary