



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

DATE: July 17, 2014  
PLACE: Regional District Office Boardroom, Dawson Creek, BC  
PRESENT:

Directors: Karen Goodings, Electoral Area 'B' and Meeting Chair  
Arthur Hadland, Electoral Area 'C'  
Leonard Hiebert, Electoral Area 'D'  
Jerrilyn Schembri, Electoral Area 'E'

Staff: Chris Cvik, Chief Administrative Officer  
Shannon Anderson, Deputy Chief Administrative Officer  
Kim Frech, Chief Financial Officer,  
Fran Haughian, Communications Manager / Commission Liaison  
Jo-Anne Frank, Corporate Officer  
Barb Coburn, Recording Secretary

Call to Order Chair Goodings called the meeting to order at 10:10 a.m.

ADOPTION OF AGENDA:

July 17, 2014 Agenda

MOVED by Director Hadland, SECONDED by Director Hiebert,  
That the Electoral Area Directors' Committee agenda for the July 17, 2014 meeting, be adopted,  
including items of new business:  
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 May 21, 2014  
M-2 Electoral Area Directors' Committee Meeting Minutes of June 19, 2104.  
Business Arising from the Minutes:  
Delegations:  
Correspondence:  
C-1 July 14, 2014 e-mail from Derek Sturko, Deputy Minister, Ministry of Agriculture regarding Invitation  
to *Agricultural Land Commission Act* Consultation Session  
Reports:  
R-1 July 15, 2014 Report from Chris Cvik, Chief Administrative Officer regarding Sub-regional Water  
Function and Sub-regional Septage Handling Function  
R-2 Building Bylaw No. 1996, 2011  
New Business:  
NB-1 Oath of Office  
NB-2 Electoral Area Manager  
Diary:  
Adjournment:

CARRIED.

ADOPTION OF MINUTES:

M-1  
Special EADC Meeting  
Minutes of May 21, 2014

MOVED by Director Hadland, SECONDED by Director Schembri,  
That the Special Electoral Area Directors' Committee minutes of May 21, 2014 be adopted.  
CARRIED.

ADOPTION OF MINUTES (CONTINUED):

M-2  
EADC Meeting Minutes of  
June 19, 2014

MOVED by Director Schembri, SECONDED by Director Hiebert,  
That the Electoral Area Directors' Committee minutes of June 19, 2014 be adopted.

CARRIED.

BUSINESS ARISING:

BA-1  
D-1 - June 19, 2014 Meeting  
School Districts 59 and 60

MOVED by Director Hadland, SECONDED by Director Hiebert,  
That the Electoral Area Directors' Committee recommends to the Regional Board that Directors and PRRD staff be authorized to meet with representatives from both School District No. 59 and School District No. 60 to coordinate a presentation to be made to the appropriate ministers during this year's Union of BC Municipalities convention regarding future funding concerns for the school districts in both the North and South Peace.

CARRIED.

CORRESPONDENCE:

C-1  
Invitation to ALC Act  
Consultation Session

MOVED by Director Hadland, SECONDED by Director Hiebert,  
That the Electoral Area Directors' Committee recommends to the Regional Board that Electoral Area Directors be authorized to attend the *Agricultural Land Commission Act* Consultation Session scheduled for Thursday, July 31, 2014, from 11 a.m. to 1 p.m. at the Pomeroy Hotel, Fort St. John, BC.

CARRIED.

REPORTS:

R-1  
Sub-regional Water Function  
and Sub-regional Sewage  
Handling Function

MOVED by Director Hiebert, SECONDED by Director Schembri,  
That the Electoral Area Directors' Committee recommends that Regional Board support the creation of a sub-regional water function that includes all four electoral areas within the service area.

CARRIED.

MOVED by Director Hiebert, SECONDED by Director Schembri,  
That Electoral Area Directors' Committee recommends that the Regional Board supports the creation of a sub-regional sewage function that includes all four electoral areas within the service area.

CARRIED.

MOVED by Director Goodings, SECONDED by Director Schembri,  
That Electoral Area Directors' Committee recommends that the Regional Board supports the use of the Alternative Approval Process (AAP) for the creation of the sub-regional water function and sub-regional sewage function.

CARRIED.

MOVED by Director Hadland, SECONDED by Director Hiebert,  
That the July 15, 2014 report from Chris Cvik, Chief Administrative Officer regarding a Sub-regional Water Function and a Sub-regional Sewage Handling Function be forwarded to the Regional Board for consideration and support.

CARRIED.

NEW BUSINESS:

NB-1  
Oath of Office

MOVED by Director Hadland, SECONDED by Director Hiebert,  
That the Electoral Area Directors Committee recommend to the Regional Board that staff bring forward for consideration an amended Oath of Office to include a fifth statement as follows:  
"5. I understand and support the federation concept of regional districts."

CARRIED.

NB-2  
General Manager, Electoral Area Admin Position

The Directors discussed the proposed manager position for the Electoral Area Directors in length. Following are some of the proposed duties and role that this position would encompass:

- research and analysis of legislation, policies, bylaws;
- advocate on behalf of the Directors;
- liaise between Directors and Regional District staff;
- represent the Directors at high-level meetings;
- negotiate agreements on behalf of the Directors;
- plan and coordinate Director activities;
- the level of management this position should be;
- provide input to the senior management team;
- prepare a strategic plan for the Directors.

It was agreed that the directors would review the information in the handout and prepare a list of priorities to be presented to the next Electoral Area Directors' Committee meeting for further discussion.

DIARY:

Item 1)  
LED Speed Signs

MOVED by Director Hadland, SECONDED by Director Schembri,  
that Item 1 - LED Speed Signs, be removed from the Diary.

CARRIED.

Item 2)  
Fracking

MOVED by Director Hadland, SECONDED by Director Schembri,  
That Item 2 - Fracking, be removed from the Diary.

CARRIED.

Adjournment

MOVED by Director Hadland, SECONDED by Director Hiebert,  
That the meeting adjourn.

CARRIED

The meeting adjourned at 1:40 p.m.

---

Karen Goodings, Chair

---

Barb Coburn, Recording Secretary