

TERMS OF REFERENCE: PEACE RIVER REGIONAL DISTRICT – NORTH PEACE FRINGE AREA OFFICIAL COMMUNITY PLAN COMMUNITY ADVISORY COMMITTEE

The Peace River Regional District (PRRD) is actively seeking community stakeholder involvement as part of a Community Advisory Committee (CAC) that will assist in the review and update of the North Peace Fringe Area Official Community Plan (OCP). The updated OCP will guide potential development within the Fringe Area, to ensure it is conducted in a manner that is consistent with the community's vision and values. The CAC will provide input and guidance throughout the planning process, ensuring broad public input and buy-in is achieved throughout the planning process.

The PRRD decision to undertake the review and updating of the Official Community Plan is based on the need to ensure the OCP is responsive to development pressures experienced due to oil and gas development and Site C within the Fringe Area.

Role:

The CAC will provide valuable input to Staff and the consultant team regarding the proposed scope of pre-plan background research, the review and identification of the still relevant sections of the current OCP and suggestions for updating of the North Peace Fringe Area OCP. Committee member opinions and recommendations will be discussed and recorded, and will help inform the OCP process and development; however, all written and verbal comments are advisory only.

Responsibilities:

Members are expected to participate in approximately 6-8 weekday afternoon meetings over the course of the plan development process, each meeting to be about three hours in duration.

Participants will be asked to:

- Identify issues, provide insights and discuss experiences gained through previous use of the North Peace Fringe Area Official Community Plan;
- Discuss policy options and best practices from other municipalities that staff and the consulting team have identified;
- Review and comment on draft version of the Plan; and
- Participate and encourage involvement in future community engagement opportunities.

Members will review materials prior to meeting dates, be prepared for discussion, and provide thoughtful feedback.

Meetings:

For the meetings, staff and the consultant team will issue agendas in advance as well as facilitate meetings. The consultant team will schedule meeting times as the project progresses. An overview of the meetings and general timing is set out below:

- **Spring 2015** – An initial meeting will be conducted to introduce the project, its objectives, District staff and the consultant team. Participants will then engage in a facilitated discussion to identify issues with the existing OCP, and other pertinent issues.
- **Summer / Fall 2015** – It is anticipated that monthly meetings will be conducted with the CAC to discuss the public consultation strategy and feedback in order to inform the objectives and policy directions for the draft OCP.
- **Winter / Spring 2016** – It is anticipated that quarterly meeting(s) will be conducted as the OCP objectives and policy directions are finalized.

Membership:

The Community Advisory Committee will consist of up to 9 members of the North Peace Fringe Area, and will be appointed by the Regional Board based on candidate profiles and the recommendations of the North Peace Fringe Area OCP Steering Committee. In order to gain new opinions and input, preference will be given to prospective members who are not currently serving on a PRRD committee, nor have served on a PRRD committee in the last 5 years.

CAC members will represent the following key sectors / interest groups:

- Representative(s) from the Agriculture community (two will be appointed by the Agriculture Committee; others may be accepted)
- Representative(s) from the Charlie Lake community
- Representative(s) from the areas surrounding Taylor
- Representative(s) from other communities within the Fringe Area
- Representative(s) from the seniors community
- Representative(s) from the Economic Development Commission
- Representative(s) from the development community
- Representative(s) from the real estate community
- Representative(s) from the industrial sectors and/or business communities
- Representative(s) from other targeted employment sectors (i.e. medical)

Elected officials and members of the public will be welcome to attend CAC meetings. Elected officials shall attend as observers only; their input will be actively discouraged, so as not to influence the effectiveness of the committee in representing community interests.

Contact:

For more information regarding either the North Peace Fringe Area Official Community Plan or the Community Advisory Group, please contact:

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