

PEACE RIVER REGIONAL DISTRICT  
ELECTORAL AREA DIRECTORS COMMITTEE MEETING

A G E N D A

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for the meeting to be held on Thursday, May 21, 2015 in the  
Regional District Office Boardroom, 1981 Alaska Avenue, Dawson Creek, BC  
following the Regional Budgets Administration Committee Meeting.

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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 April 16, 2015
5. Business Arising from the Minutes:
6. Delegations:
7. Correspondence:
8. Reports:  
R-1 May 15, 2015 - Jodi MacLean, Assistant Manager of Development Services - Community Advisory Committee - West Peace Fringe Area Official Community Plan
9. New Business:
10. Communications:
11. Diary:
12. Adjournment:



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

**M-1**

DATE: March 16, 2015  
PLACE: Regional District Office Boardroom, Dawson Creek, BC  
PRESENT:

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

Staff: Chris Cvik, Chief Administrative Officer  
Shannon Anderson, Deputy Chief Administrative Officer  
Trish Morgan, Manager of Community Services  
Bruce Simard, General Manager of Development Services  
Jodi MacLean, Assistant Manager of Development Services  
Erin Price, Bylaw Enforcement Officer  
Fran Haughian, Communications Manager / Commission Liaison  
Barb Coburn, Recording Secretary

Call to Order Chair Goodings called the meeting to order at 11:40 a.m.

ADOPTION OF AGENDA:

April 16, 2015 Agenda

MOVED by Director Hiebert, SECONDED by Director Sperling, that the Electoral Area Directors' Committee agenda for the April 16, 2015 meeting, including items of New Business, 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 March 19, 2015.  
Business Arising from the Minutes:  
BA-1 Bruce Simard, General Manager of Development Services, Draft Terms of Reference for the Agriculture Advisory Committee.  
BA-2 Bruce Simard, General Manager of Development Services, discussion regarding the Draft Agriculture Plan (hard copies distributed March 9, 2015).  
Delegations:  
Correspondence:  
C-1 Copy of the letter to Ms. Sandra Carter, Valkyrie Law Group, requesting a legal opinion regarding negotiations for the Fair Share Memorandum of Understanding.  
Reports:  
R-1 Jodi MacLean, Assistant Manager of Development Services, regarding West Peace Fringe Area Official Community Plan (Draft).  
R-2 Erin Price, Bylaw Enforcement Officer, regarding Enforcement File Update.  
New Business:  
NB-1 Dogs  
NB-2 Rose Prairie  
NB-3 Romedo Spring  
Diary:  
Adjournment:

CARRIED.

**May 21, 2015**

ADOPTION OF MINUTES:

M-1  
EADC meeting minutes of  
March 19, 2015

MOVED by Director Rose, SECONDED by Director Hiebert,  
that the Electoral Area Directors' Committee Meeting minutes of March 19, 2015 be adopted.  
CARRIED.

Recess  
Reconvene

The meeting recessed for lunch at 12:10 a.m.  
The meeting reconvened 12:50 p.m.

BUSINESS ARISING FROM THE MINUTES

BA-1  
Terms of Reference for the  
Agriculture Advisory  
Committee

A lengthy discussion ensued regarding the role of the Agriculture Advisory Committee (AAC) and its Terms of Reference.

MOVED by Director Rose, SECONDED by Director Sperling,  
That the Electoral Area Directors' Committee recommend to the Regional Board that the four Electoral Area Directors be authorized to attend a future Agriculture Advisory Committee meeting to discuss the Terms of Reference and the future expectations of the committee.  
CARRIED.

BA-2  
Draft Agriculture Plan

Following a lengthy discussion concerning two versions of the draft agriculture plan, it was decided to wait until after the Directors attend the next Agriculture Advisory Committee meeting before making a final decision. It was also noted that, in order to address public input and information needs, a media plan should be included in the report back to the Electoral Area Directors' Committee.

REPORTS

R-2  
Enforcement File Update

The Directors were introduced to Erin Price, Bylaw Enforcement Officer. Following the review of the status of some bylaw enforcement files, the Directors thanked Erin for the update. It was confirmed that, if a resident has a complaint, it should be forwarded to the Regional District in written form as anonymous complaints are not accepted.

NEW BUSINESS

NB-1  
Dog Concerns

The Directors discussed various means of addressing issues residents have regarding missing dogs as well as sightings of suspicious-looking vehicles. As the Regional District does not have a bylaw to address animal issues or an active rural crime watch, it was suggested that a form be created, listing information that should be noted in order to forward the concerns to the RCMP. It was thought that the forms could be put together in a small pad and accessible at various public locations, such as Post Offices and corner stores. The topic of dangerous, running-at-large dogs in Area C was also discussed. It was mentioned that an animal control bylaw was previously introduced for the area but failed a public vote for the service.

ADJOURNMENT

MOVED by Director Hiebert, SECONDED by Director Rose,  
That the meeting adjourn.  
CARRIED

The meeting adjourned at 3 p.m.

**May 21, 2015**



# Peace River Regional District REPORT

To: Electoral Area Directors' Committee                      Date: May 15, 2015

From: Jodi MacLean, Assistant Manager of Development Services

**Subject: Community Advisory Committee  
West Peace Fringe Area Official Community Plan**

## **RECOMMENDATION:**

That the Electoral Area Directors' Committee recommend to the Regional Board that the Regional Board adopt the Terms of References for the West Peace Fringe Area Official Community Plan Community Advisory Committee.

## **BACKGROUND:**

At the April 16 EADC meeting staff was directed to prepare a Terms of Reference for creating a Community Advisory Committee for the purpose of providing advice to the EADC regarding the West Peace Fringe Area Official Community Plan. The Terms of Reference lists the roles, responsibilities, membership composition, and expected meeting topics and dates.

The proposed Terms of Reference will be available as hand out.

If approved, it is proposed that candidates for membership on the Community Advisory Committee would be solicited during a 1 month advertising period (June). The project steering committee (EADC) would review and recommend candidates at the next EADC meeting (July). Following the appointment by the Regional Board (July), the Community Advisory Committee can be expected to meet starting in August.

## **STRATEGIC PLAN RELEVANCE:**

Completing the West Peace Fringe Area Official Community Plan is listed on the Planning Department's Strategic Priorities.

## **FINANCIAL CONSIDERATION(S):**

This project was expected to conclude in 2015 and, therefore, was not included in the Finance Plan beyond 2015. Adding a Community Advisory Committee would extend the timeframe of the project into 2016 and, therefore, funds will need to be added to the 2016 budget accordingly.

## **COMMUNICATIONS CONSIDERATION(S):**

The Community Advisory Committee would provide another level of engagement for stakeholders who wish to participate in the development of the Official Community Plan.

Advertising for candidates for sitting on the Community Advisory Committee would be placed in the Chetwynd Echo, Coffee Talk Express, Peace FM, as well as letters to the Moberly Lake Community Association and the Jackfish Lake Community Association.

**May 21, 2015**

Staff Initials:

Dept. Head: *Bruce Simard*

CAO: *Ch. Birk*

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Updated: July 17, 2014

## ELECTORAL AREA DIRECTORS' COMMITTEE

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### DIARY ITEMS

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<u>Item</u>	<u>Status</u>	<u>Notes</u>	<u>Diarized</u>
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