

PEACE RIVER REGIONAL DISTRICT ELECTORAL AREA DIRECTORS COMMITTEE MEETING

A G E N D A

for the meeting to be held on Thursday, March 19, 2015 in the
Regional District Office Boardroom, 1981 Alaska Avenue, Dawson Creek, BC
commencing at 10 a.m.

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 February 19, 2015.
 - M-2 Special Electoral Area Directors' Committee Minutes of March 12, 2015.
5. Business Arising from the Minutes:
6. Delegations:
7. Correspondence:
 - C-1 February 4, 2015 letter from Mike McConnell, President, Peace River Regional Cattlemen's Association regarding the Agriculture Advisory Committee.
8. Reports:
 - R-1 Bruce Simard, General Manager of Development Services, regarding the Development Application Review Process.
 - R-2 March 11, 2015, Chris Cvik, Chief Administrative Officer, regarding Project Update #3: Sub-Regional Water Function and Sub-Regional Septage Handling Function.
 - R-3 March 6, 2015, Chris Cvik, Chief Administrative Officer, regarding Quarterly Listing - Open Board Items - Follow-up Report.
9. New Business:
10. Diary:
11. Adjournment:



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

M-1

DATE: February 19, 2015
PLACE: Regional District Office Boardroom, Dawson Creek, BC
PRESENT:

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

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

Call to Order Chair Goodings called the meeting to order at 1:45 p.m.

ADOPTION OF AGENDA:

February 19, 2015 Agenda MOVED by Director Rose, SECONDED by Director Sperling, that the Electoral Area Directors' Committee agenda for the February 19, 2015 meeting, be adopted:
Call to Order: Director Goodings to Chair the meeting
Director's Notice of New Business:
Adoption of Agenda:
Minutes:
M-1 Electoral Area Directors' Committee Meeting Minutes of January 15, 2014
Business Arising from the Minutes:
Delegations:
Correspondence:
C-1 February 4, 2015 letter from Mike McConnell, President, Peace River Regional Cattlemen's Association regarding the Agriculture Advisory Committee (referred at the February 12, 2015 Regional Board Meeting).
Reports:
R-1 February 17, 2015 Jacqueline Burton, Bylaw Enforcement Officer, report regarding Draft Bylaw Enforcement Policy
R-2 Bruce Simard, General Manager of Development Services, discussion regarding the Planning Report Process
R-3 February 13, 2015, Jodi MacLean, Assistant Manager of Development Services, report regarding the West Peace Fringe Area (WPFA) Official Community Plan (OCP) Update.
R-4 Trish Morgan, Manager of Community Services, discussion regarding the North Peace Recreation Master Plan.
New Business:
Diary:
Adjournment:

CARRIED.

March 19, 2015

MINUTES:

M-1
EADC meeting minutes of
January 15, 2015

MOVED by Director Sperling, SECONDED by Director Rose,
that the Electoral Area Directors' Committee Meeting minutes of January 15, 2015 be adopted.
CARRIED.

CORRESPONDENCE:

C-1
re: Agriculture Advisory
Committee Vacancies

MOVED by Director Rose, SECONDED by Director Sperling,
That the February 4, 2015 letter from Mike McConnell, President, Peace River Regional
Cattlemen's Association regarding the Agriculture Advisory Committee vacancies be referred to
the next Electoral Area Directors' Committee meeting.
CARRIED.

REPORTS

R-1
re: Bylaw Enforcement
Policy

MOVED by Director Rose, SECONDED by Director Sperling,
That the Electoral Area Directors' Committee recommend that the Regional Board amend the
Policy Statement for Bylaw Enforcement as presented.
CARRIED.

R-2
re: Planning Report
Process

MOVED by Director Rose, SECONDED by Director Sperling,
That the discussion regarding Development Services' Planning Report Process be referred to
the next Electoral Area Directors' Committee meeting.
CARRIED.

R-3
re: WPFA OCP Update

Jodi MacLean, Assistant Manager of Development Services gave a brief update on the process
to date regarding the redraft of the West Peace Fringe Area Official Community Plan. He also
presented an anticipated work plan for 2015. He and Fran Haughian, Communications Manager
/ Commission Liaison are working on a communication strategy to engage the residents of the
West Peace area.

R-4
re: North Peace
Recreation Master Plan

Trish Morgan, Manager of Community Services, discussed the possibility of working with the
City of Fort St John and District of Taylor on a North Peace Recreation Master Plan that would
provide further direction on the issues and opportunities identified in North Peace Recreation
Inventory and Assessment. She suggested that the plan should include consultation with rural
residents to determine their present and future needs, as well as options for appropriate service
areas to support future facilities.

R-5
re: Notice of Closed
Session

MOVED by Director Rose, SECONDED by Director Sperling,
That permission be granted to resolve to a closed meeting on February 24, 2015 at 2 p.m.,
pursuant to Section 90(1)(c) of the Community Charter which states that a part of a meeting may
be closed to the public if the subject matter being consider relates to labour relations or other
employee relations.
CARRIED.

NEW BUSINESS:

NB-1
re: Safety Concerns
regarding Trailer Parks

MOVED by Director Sperling, SECONDED by Director Rose,
That the Electoral Area Directors' Committee recommend to the Regional Board that staff
research options and a draft bylaw for a "campground regulation bylaw" to manage the
configuration and ensure the safety of campgrounds and RV parks, and prepare a report for the
Electoral Area Directors' review.
CARRIED.

Adjournment

MOVED by Director Sperling, SECONDED by Director Rose,
that the meeting adjourn.

CARRIED

The meeting adjourned at 3:20 p.m.

Karen Goodings, Chair

Barb Coburn, Recording Secretary



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

M-2

DATE: March 12, 2015

PLACE: Regional District Office, Dawson Creek, BC

PRESENT:

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

Staff: Shannon Anderson, Deputy Chief Administrative Officer
Barb Coburn, Recording Secretary

Call to Order Chair Goodings called the meeting to order at 3:30 p.m.

REPORTS

R-1
re: Road Bans on 273
Road

Shannon Anderson, Deputy Administrative Officer advised the Directors that Ministry of Transportation and Infrastructure had been in touch to let the Regional District know that it is that time of year when road bans will begin. A 70% road ban will include the 273 Road which will hinder sewage haulers that deliver to the sewage treatment facility in Charlie Lake.

The options are to either carry on as usual, which will force the haulers to reduce their roads during the ban period, or for the Regional District to take over maintenance of the road during the time the road ban is active.

The pros and cons of the repercussions of the road bans were discussed. It was determined that the situation be monitored for now. In the meantime, the Regional District will research options on upgrading the 273 Road to 100% for future operations.

ADJOURNMENT

MOVED by Director Sperling, SECONDED by Director Rose,
That the meeting adjourn.

CARRIED

The meeting adjourned at 3:45 p.m.

Karen Goodings, Chair

Barb Coburn, Recording Secretary

March 19, 2015

Peace River Regional Cattlemen's Association

C/o Bag 6017

Fort St. John BC V1J 4H6

February 4, 2015

Peace River Regional District Board of Directors

Box 810

Dawson Creek BC V1G 4H8

RE: AGRICULTURE ADVISORY COMMITTEE

The Agriculture Advisory Committee (AAC) was created to provide a source of information on agricultural issues and to provide to PRRD well-reasoned and knowledgeable recommendations concerning any pending decisions by the PRRD board or staff, which might impact agriculture, and/or the agricultural land base.

The Peace River Regional Cattlemen's Association supports the work done by the AAC and strongly recommends that any vacant positions on the AAC be filled only by those with extensive agricultural knowledge and experience. RURAL Area Directors should fill both ex-officio board positions. Those with the most knowledge about current agricultural issues should be at the table representing the rural, agricultural area population.

The PRRCA requests that any present and upcoming vacant positions be filled with this priority as top consideration.

Yours truly

Mike McConnell

President

Peace River Regional Cattlemen's Association

March 19, 2015



Peace River Regional District REPORT

R-1

To: Electoral Area Directors Committee
From: Bruce Simard, GM of Development Services
Subject: **Development Application Review Process**

Date: March 10, 2015

FOR DISCUSSION:

At the February EADC meeting there was a request for information about the development application review process as a basis for a discussion about how the Directors might have an earlier opportunity to consider applications in the course of the process.

Typical flow diagrams have been attached for both Planning (Part 26) applications and ALR applications.

STRATEGIC PLAN RELEVANCE:

FINANCIAL CONSIDERATION(S):

OTHER CONSIDERATION(S):

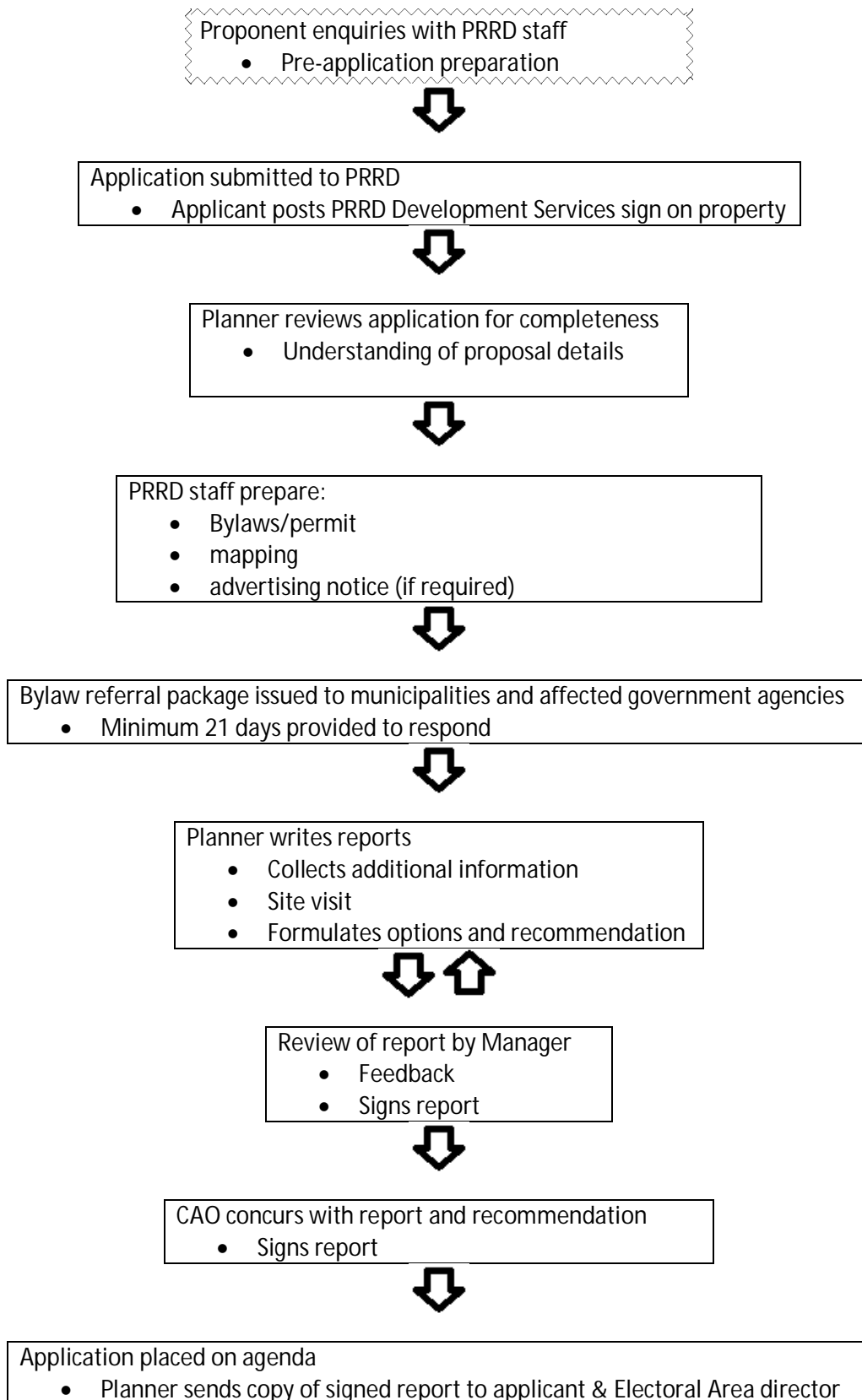
Staff Initials:

Dept. Head: *Bruce Simard* CAO: *SL* *Eden* Page 1 of 1
March 19, 2015

Planning (Part 26) Development Application Review Process

March 2015

R-1

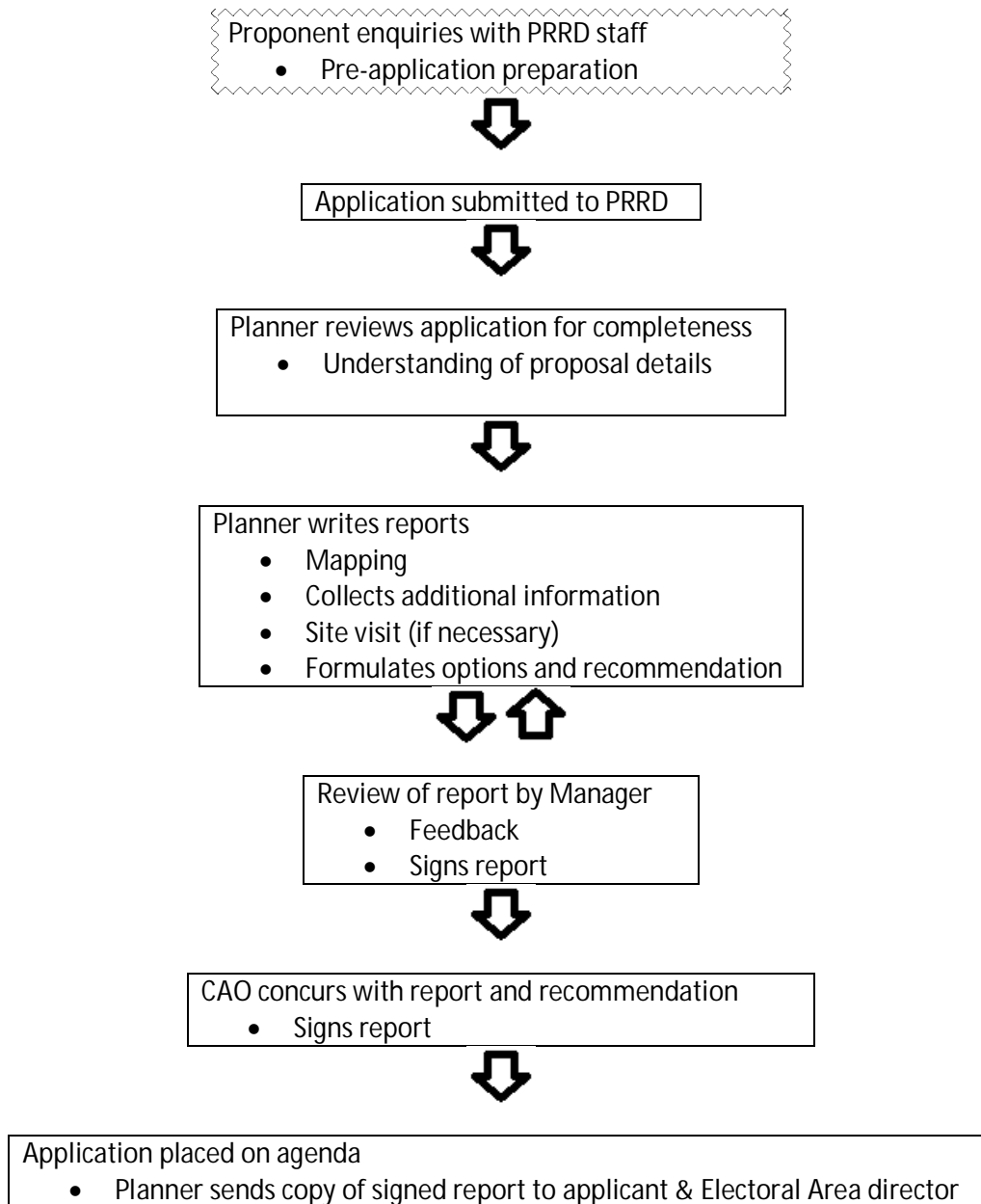


March 19, 2015

ALR Application Review Process

March 2015

R-1



March 19, 2015



Peace River Regional District REPORT

R-2

To: Electoral Area Directors
From: Chris Cvik, CAO

Date: March 11, 2015

Subject: Project Update #3: Sub-Regional Water Function and Sub-Regional Septage Handling Function

RECOMMENDATIONS:

RECOMMENDATION 1. That EADC recommends to the Board that a referendum be held to determine interest in a proposed sub-regional water function for residents of Electoral Areas B, C, and D.

RECOMMENDATION 2. That EADC recommends to the Board to postpone holding a referendum in Area E to determine if there is interest in creating a water function for Electoral Area E.

BACKGROUND/RATIONALE:

At the PRRD Board Meeting on November 27, 2014, the Board directed Administration to prepare a report for the Boards consideration on holding a separate referendum for each Electoral Area to allow each Electoral Area to vote on whether or not they support the establishment of a proposed Potable Water Service and a proposed Domestic Sewage Service. The actual resolutions from that meeting are shown below for reference: approved three recommendations that were brought forward from EADC. The recommendations were in support of creating new sub-regional water and sewer functions that include all four electoral areas as a benefiting area. The recommendations are shown below:

Sub-Regional Water Function and Sub-Regional Septage Handling Function

- RD/14/11/10 (27) That the three readings on October 9, 2014 of "Potable Water Service Establishment Bylaw No. 2167, 2014", be rescinded.
- RD/14/11/11 (27) That the three readings on October 9, 2014 of "Domestic Sewage and Septage Receiving Facility Service Establishment Bylaw No. 2168, 2014", be rescinded.
- RD/14/11/12 (27) That the three readings on October 9, 2014 of "Potable Water Facilities Construction Loan Authorization Bylaw No. 2169, 2014", be rescinded.
- RD/14/11/13 (27) That the three readings on October 9, 2014 of "Domestic Sewage and Septage Receiving Facility Construction Loan Authorization Bylaw No. 2170, 2014", be rescinded.
- RD/14/11/14 (27) That the following Board Resolution No. RD/14/07/36 (24) be rescinded:
"That the Regional Board support the use of the Alternative Approval Process (AAP) for the creation of a sub-regional water function and sub-regional sewage function."

Staff Initials:

Dept. Head:

February 19, 2015

CAO: *Chris Cvik*

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RD/14/11/15 (27) That Administration prepare a report for the Boards consideration on holding a separate referendum for each Electoral Area to allow each Electoral Area to vote on whether or not they support the establishment of a proposed Potable Water Service and a proposed Domestic Sewage Service.

DISCUSSION:

Based on discussions with the four rural directors, the following points were established:

- There is interest in holding a referendum in to establish a proposed service area that includes Areas B, C, and D. This would reduce the cost of creating three separate service areas and holding a separate referendum in each if a referendum were successful.
- The Area E Director wants a separate vote for residents in Area E.
- Based on the earlier presentations, the rural directors heard that residents do not want loan payments. The result is that it will take longer to build or upgrade water stations as funding would come from taxation if the proposed function is approved.
- The rural directors felt that having separate referendums, one for water and one for a sewage function is preferable to asking residents to make a determination on both important services at the same time. The rural directors felt the creation of a water service should be the first referendum.
- Any amounts that rural residents would be taxed as part of the taxable assessment for a proposed water or sewer service should be on Improvements only and not on land.

TIMELINE:

If the recommendations are approved, an aggressive timeframe for holding the referendum is suggested below.

- March 26, 2015 – PRRD Board Meeting: present draft service establishment bylaw to the Board for three readings to create the new service for Areas B, C, and D; appoint chief and deputy election officers; approve wording of the questions; and, approve including a synopsis of bylaw in statutory advertising.
- March 27, 2015 – forward bylaw to Ministry for approval with background information
- March 30 to May 15 – period for Ministry to review and approve the bylaw
- April 16 – Present draft presentation to the EADC on the Community Information Meetings that will
- April 20 – May 8 – Conduct Community Meetings in Areas B, C, and D.
- May 19 to June 5 – advertise notice of applications for scrutineers;
- May 19 to June 12 – advertise Notice of Assent (Referendum) voting
- June 17 – first Advance Voting Opportunity
- June 24 – second Advance Voting Opportunity
- June 27 – General Voting Day

Note: There were fifteen Community Information Meetings held from Oct 17, 2014 – November 10, 2014, in conjunction with the first proposed water and sewer function. As it is recommended that Area E not be included at this time, there would be need for three less meetings. One additional meeting in Charlie Lake would be added to accommodate the population in Area C, so it is suggested to hold approximately thirteen Community Information Meetings.

If EADC believes the proposed timeline interferes with farming operations, it is suggested to postpone the referendum until the fall (i.e., early October).

OPTIONS:

1. That EADC recommends to the Board that a referendum be held to determine interest in a proposed sub-regional water function for residents in Electoral Areas B, C, and D.
2. That EADC recommends to the Board to postpone holding a referendum in Area E to determine if there is interest in creating a water function for Electoral Area E.
3. That EADC recommends to the Board that a referendum be held to determine interest in a proposed sub-regional water function by residents in Electoral Areas B, C, D, and E.
4. That EADC recommends to the Board that a referendum be held to determine interest in a proposed water function by residents in Electoral Area E.
5. That EADC recommends to the Board that a separate referendum be held in each Electoral Area to determine interest in a proposed water function by residents in each separate Electoral Area.
6. That EADC provides further direction to Administration.

STRATEGIC PLAN RELEVANCE:

Rural Servicing is identified under Emerging Regional Opportunities in the draft Strategic Plan.

FINANCIAL CONSIDERATION(S):

The Board approved Feasibility studies of \$50,000 on October 19, 2014 for Water and Sewer Service Areas. The balance has been carried forward for 2015 and would be used for the Community Information Meetings.

OTHER CONSIDERATION(S):

If the proposed water function for Areas B, C, and D is approved, Area E residents would not be able to 'join' this group at a later date if a referendum is held there and is successful. In order to have the lowest possible cost to all residents in the rural areas, all four electoral areas would be required to pool together under one service areas (i.e., Areas B, C, D, and E) rather than 2 separate referendums of (B, C, D) and (E) or four separate referendums (B), (C), (D), and (E).



Peace River Regional District REPORT

To: EADC
From: Chris Cvik, CAO

Date: March 6, 2015

Subject: Quarterly Listing – Open Board Items – Follow-up Report

RECOMMENDATION:

1. That the EADC provide additional comments/direction on the outstanding Board items.

BACKGROUND/RATIONALE:

Based on a recent review of the current open items in Basecamp, there are two outstanding items that Administration would like to discuss at EADC for additional comments/direction. The two items are:

OUTSTANDING FOLLOW UP ITEMS - GREATER THAN THREE MONTHS (cont.)		
AGENDA ITEM	RESOLUTION	DEPT ASSIGNED
JULY 11, 2013 REGIONAL BOARD MEETING		
R-14	RECOMMENDATION 1 - July 3, 2013 – Karen Goodings, Chair, EADC – Recommendations from the June 20, 2013 EADC Mtg - That the Regional Board arrange a joint meeting with the approp representatives from the Bear Mountain Pasture Assoc, Paradise Valley Snowmobile Club, RCMP, City of DC, Murphy Oil, EnCana, Min of Forests, Lands & Natural Resource Operations, Min of Env, Peace River Regional Cattlemen's Assoc, Moose ATV Club and to incl residents along Road 237 as well as those adjacent to the Bear Mountain Grazing Reserve to find solutions of impacts created by off-road vehicles on rural rds and Crown leases.	Admin
2012		
R-1	Feb 27/12 - KG, Chair EADC and FS, CO, EADC Recommendations - that staff be requested to investigate the options available to encourage water conservation for rural residents through an exchange program for low-flush toilets, similar to the program instituted by the City of FSJ.	Env Serv

OPTIONS:

1. That the EADC provide additional comments/direction on the outstanding Board items.
2. That EADC provides further direction to Administration.

STRATEGIC PLAN RELEVANCE: N/A

FINANCIAL CONSIDERATION(S): N/A

COMMUNICATIONS CONSIDERATION(S): N/A

Staff Initials:

Dept. Head:

CAO: *Chris Cvik*

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February 19, 2015

Updated: July 17, 2014

ELECTORAL AREA DIRECTORS' COMMITTEE

DIARY ITEMS

Item

Status

Notes

Diarized

Water Function

2015
Converted
Assessments
(used for Calculations)
Improvements ONLY

*Additional
Info*

R-2

All Electoral Areas

		Amount to Be Raised Annually				
		1,000,000	1,500,000	2,000,000	2,500,000	3,000,000
Area B	678,239,208	470,004.80	705,007.20	940,009.60	1,175,012.00	1,410,014.40
Area C	155,656,387	107,866.44	161,799.66	215,732.88	269,666.10	323,599.32
Area D	344,764,647	238,914.29	358,371.44	477,828.58	597,285.73	716,742.87
Area E	264,387,164	183,214.47	274,821.70	366,428.94	458,036.17	549,643.41
TOTAL	1,443,047,406	0.069	0.104	0.139	0.173	0.208
		Class 1 Rate	Class 1 Rate	Class 1 Rate	Class 1 Rate	Class 1 Rate
		Max Rate for Bylaw - Based on All Classes Net Taxable Values - for Bylaw				
Full Net Improvement Taxable	5,594,838,306	0.179	0.268	0.357	0.447	0.536

Areas B, C & D Only

		Amount to Be Raised Annually				
		1,000,000	1,500,000	2,000,000	2,500,000	3,000,000
Area B	678,239,208	575,432	863,148	1,150,865	1,438,581	1,726,297
Area C	155,656,387	132,062	198,093	264,124	330,155	396,186
Area D	344,764,647	292,506	438,758	585,011	731,264	877,517
TOTAL	1,178,660,242	0.085	0.127	0.170	0.212	0.255
		Class 1 Rate	Class 1 Rate	Class 1 Rate	Class 1 Rate	Class 1 Rate
		Max Rate for Bylaw - Based on All Classes Net Taxable Values - for Bylaw				
Full Net Improvement Taxable	4,679,038,007	0.214	0.321	0.427	0.534	0.641

March 19, 2015

Area E Only

		Amount to Be Raised Annually				
		250,000	500,000	750,000	1,000,000	1,250,000
		Class 1 Rate	Class 1 Rate	Class 1 Rate	Class 1 Rate	Class 1 Rate
	264,387,164	250,000	500,000	750,000	1,000,000	1,250,000
Total	264,387,164	0.095	0.189	0.284	0.378	0.473
		Max Rate for Bylaw - Based on All Classes Net Taxable Values - for Bylaw				
Full Net Improvement Taxable	915,800,299	0.273	0.546	0.819	1.092	1.365

ALL CLASSES with AMOUNTS (not including Class 9 since no improvement values applicable)

R-2
Handout

Water Function

2015
Net Taxable
Assessments
Improvements ONLY

All Electoral Areas

Class 1 - Residential	408,029,697	0.069	28,276	0.104	42,413	0.139	56,551	0.173	70,689	0.208	84,827	1.00
Class 2 - Utilities	323,499,000	0.243	78,462	0.364	117,693	0.485	156,924	0.606	196,155	0.728	235,387	3.50
Class 4 - Major Industry	390,601,200	0.236	92,031	0.353	138,046	0.471	184,061	0.589	230,076	0.707	276,092	3.40
Class 5 - Light Industry	1,120,252,900	0.236	263,946	0.353	395,918	0.471	527,891	0.589	659,864	0.707	791,837	3.40
Class 6 - Business	42,797,534	0.170	7,266	0.255	10,899	0.340	14,532	0.424	18,165	0.509	21,798	2.45
Class 8 - Not for Profit	358,000	0.069	25	0.104	37	0.139	50	0.173	62	0.208	74	1.00

Area B	2,285,538,331		470,005		705,007		940,010		1,175,012		1,410,014	
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Class 1 - Residential	754,028,657	0.069	52,253	0.104	78,379	0.139	104,505	0.173	130,631	0.208	156,758	1.00
Class 2 - Utilities	38,481,780	0.243	9,333	0.364	14,000	0.485	18,667	0.606	23,334	0.728	28,000	3.50
Class 4 - Major Industry	16,351,100	0.236	3,853	0.353	5,779	0.471	7,705	0.589	9,631	0.707	11,558	3.40
Class 5 - Light Industry	40,599,600	0.236	9,566	0.353	14,349	0.471	19,132	0.589	23,914	0.707	28,697	3.40
Class 6 - Business	193,557,800	0.170	32,862	0.255	49,293	0.340	65,724	0.424	82,155	0.509	98,586	2.45

Area C	1,043,018,937		107,866		161,800		215,733		269,666		323,599	
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Class 1 - Residential	476,621,128	0.069	33,029	0.104	49,543	0.139	66,058	0.173	82,572	0.208	99,086	1.00
Class 2 - Utilities	221,669,084	0.243	53,764	0.364	80,646	0.485	107,528	0.606	134,410	0.728	161,292	3.50
Class 4 - Major Industry	244,857,100	0.236	57,691	0.353	86,537	0.471	115,383	0.589	144,228	0.707	173,074	3.40
Class 5 - Light Industry	383,900,300	0.236	90,452	0.353	135,678	0.471	180,903	0.589	226,129	0.707	271,355	3.40
Class 6 - Business	23,431,227	0.17	3,978	0.255	5,967	0.340	7,956	0.424	9,945	0.509	11,934	2.45
Class 8 - Not for Profit	1,900	0.069	0	0.104	0	0.139	0	0.173	0	0.208	0	1.00

Area D	1,350,480,739		238,914		358,371		477,829		597,286		716,743	
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Class 1 - Residential	207,948,809	0.069	14,410	0.104	21,616	0.139	28,821	0.173	36,026	0.208	43,231	1.00
Class 2 - Utilities	341,204,240	0.243	82,756	0.364	124,135	0.485	165,513	0.606	206,891	0.728	248,269	3.50
Class 4 - Major Industry	139,780,000	0.236	32,934	0.353	49,401	0.471	65,868	0.589	82,335	0.707	98,802	3.40
Class 5 - Light Industry	221,717,100	0.236	52,239	0.353	78,359	0.471	104,479	0.589	130,598	0.707	156,718	3.40
Class 6 - Business	5,150,150	0.170	874	0.255	1,312	0.340	1,749	0.424	2,186	0.509	2,623	2.45

Area E	915,800,299		183,214		274,822		366,429		458,036		549,643	
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TOTAL	5,594,838,306		1,000,000.0		1,500,000		2,000,000		2,500,000		3,000,000	
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		Max Rate for Bylaw - Based on All Classes Net Taxable Values - for Bylaw				
Full Net Improvement Taxable	5,594,838,306	0.179	0.268	0.357	0.447	0.536

To Raise \$1,000,000

	Area B	%	Area C	%	Area D	%	Area E	%	Total	%
Class 1 - Residential	28,276	6%	52,253	48%	33,029	14%	14,410	8%	127,967	13%
Class 2 - Utilities	78,462	17%	9,333	9%	53,764	23%	82,756	45%	224,316	22%
Class 4 - Major Industry	92,031	20%	3,853	4%	57,691	24%	32,934	18%	186,508	19%
Class 5 - Light Industry	263,946	56%	9,566	9%	90,452	38%	52,239	29%	416,202	42%
Class 6 - Business	7,266	2%	32,862	30%	3,978	2%	874	0%	44,981	4%
Class 8 - Not for Profit	25								25	0%
Totals	470,005	100%	107,866	100%	238,914	100%	183,214	100%	1,000,000	100%

March 19, 2015

CLASSES - NOT including "E" - with AMOUNTS *(not including Class 9 since no Improvement values applicable)*

R-2

Handout

Water Function

Water Function		2015		Handout									
		Net Taxable Assessments											
Areas B, C & D Only		Improvements ONLY		Amount to Be Raised Annually									
		Rates	1,000,000	1,500,000		2,000,000		2,500,000		3,000,000			
Class 1 - Residential	408,029,697	0.085	34,618	0.127	51,927	0.170	69,236	0.212	86,545	0.255	103,854	1.00	
Class 2 - Utilities	323,499,000	0.297	96,062	0.445	144,093	0.594	192,124	0.742	240,155	0.891	288,186	3.50	
Class 4 - Major Industry	390,601,200	0.288	112,674	0.433	169,011	0.577	225,348	0.721	281,685	0.865	338,022	3.40	
Class 5 - Light Industry	1,120,252,900	0.288	323,152	0.433	484,727	0.577	646,303	0.721	807,879	0.865	969,455	3.40	
Class 6 - Business	42,797,534	0.208	8,896	0.312	13,344	0.416	17,792	0.520	22,240	0.624	26,688	2.45	
Class 8 - Not for Profit	358,000	0.085	30	0.127	46	0.170	61	0.212	76	0.255	91	1.00	
Area B	2,285,538,331		575,432		863,148		1,150,865		1,438,581		1,726,297		
Class 1 - Residential	754,028,657	0.085	63,973	0.127	95,960	0.170	127,947	0.212	159,933	0.255	191,920	1.00	
Class 2 - Utilities	38,481,780	0.297	11,427	0.445	17,141	0.594	22,854	0.742	28,568	0.891	34,281	3.50	
Class 4 - Major Industry	16,351,100	0.288	4,717	0.433	7,075	0.577	9,433	0.721	11,792	0.865	14,150	3.40	
Class 5 - Light Industry	40,599,600	0.288	11,711	0.433	17,567	0.577	23,423	0.721	29,279	0.865	35,134	3.40	
Class 6 - Business	193,557,800	0.208	40,234	0.312	60,350	0.416	80,467	0.520	100,584	0.624	120,701	2.45	
Area C	1,043,018,937		132,062		198,093		264,124		330,155		396,186		
Class 1 - Residential	476,621,128	0.085	40,438	0.127	60,656	0.170	80,875	0.212	101,094	0.255	121,313	1.00	
Class 2 - Utilities	221,669,084	0.297	65,824	0.445	98,736	0.594	131,648	0.742	164,560	0.891	197,472	3.50	
Class 4 - Major Industry	244,857,100	0.288	70,632	0.433	105,948	0.577	141,264	0.721	176,581	0.865	211,897	3.40	
Class 5 - Light Industry	383,900,300	0.288	110,741	0.433	166,112	0.577	221,482	0.721	276,853	0.865	332,223	3.40	
Class 6 - Business	23,431,227	0.208	4,870	0.312	7,306	0.416	9,741	0.520	12,176	0.624	14,611	2.45	
Class 8 - Not for Profit	1,900	0.085	0	0.127	0	0.170	0	0.212	0	0.255	0	1.00	
Area D	1,350,480,739		292,506		438,758		585,011		731,264		877,517		
Total	4,679,038,007		1,000,000.0		1,500,000		2,000,000		2,500,000		3,000,000		
		Max Rate for Bylaw - Based on All Classes Net Taxable Values - for Bylaw											
Full Net Improvement Taxable	4,679,038,007		0.214		0.321		0.427		0.534		0.641		

To Raise \$1,000,000

	Area B	%	Area C	%	Area D	%	Total	%
Class 1 - Residential	34,618	6%	63,973	48%	40,438	14%	139,029	14%
Class 2 - Utilities	96,062	17%	11,427	9%	65,824	23%	173,313	17%
Class 4 - Major Industry	112,674	20%	4,717	4%	70,632	24%	188,023	19%
Class 5 - Light Industry	323,152	56%	11,711	9%	110,741	38%	445,604	45%
Class 6 - Business	8,896	2%	40,234	30%	4,870	2%	54,000	5%
Class 8 - Not for Profit	30				0		31	0%
Totals	575,432	100%	132,062	100%	292,506	100%	1,000,000	100%

March 19, 2015

Water Function

Costs if done by Individual Electoral Areas

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			Amount to Be Raised Annually								Handout	
			250,000		500,000		1,000,000		1,500,000		2,000,000	
Converted Improvements												
Area B	678,239,208	Ratio	0.037	Amount	0.074		0.147		0.221		0.295	
Class 1 - Residential	408,029,697	1.00	0.037	15,040	0.074	30,080	0.147	60,160	0.221	90,240	0.295	120,320
Class 2 - Utilities	323,499,000	3.50	0.129	41,735	0.258	83,470	0.516	166,939	0.774	250,409	1.032	333,878
Class 4 - Major Industry	390,601,200	3.40	0.125	48,952	0.251	97,904	0.501	195,808	0.752	293,711	1.003	391,615
Class 5 - Light Industry	1,120,252,900	3.40	0.125	140,395	0.251	280,790	0.501	561,581	0.752	842,371	1.003	1,123,161
Class 6 - Business	42,797,534	2.45	0.090	3,865	0.181	7,730	0.361	15,460	0.542	23,190	0.722	30,919
Class 8 - Not for Profit	358,000	1.00	0.037	13	0.074	26	0.147	53	0.221	79	0.295	106
Total Taxable Improvements	2,285,538,331			250,000		500,000		1,000,000		1,500,000		2,000,000
Max Rate for Bylaw - Based on ALL Classes Net Taxable Values - for Bylaw			0.109		0.219		0.438		0.656		0.875	
Converted Improvements												
Area C	155,656,387	Ratio	0.161	Amount	0.321	Amount	0.642	Amount	0.964	Amount	1.285	Amount
Class 1 - Residential	754,028,657	1.00	0.161	121,105	0.321	242,209	0.642	484,419	0.964	726,628	1.285	968,837
Class 2 - Utilities	38,481,780	3.50	0.562	21,632	1.124	43,264	2.249	86,528	3.373	129,792	4.497	173,056
Class 4 - Major Industry	16,351,100	3.40	0.546	8,929	1.092	17,858	2.184	35,716	3.276	53,574	4.369	71,431
Class 5 - Light Industry	40,599,600	3.40	0.546	22,170	1.092	44,341	2.184	88,682	3.276	133,022	4.369	177,363
Class 6 - Business	193,557,800	2.45	0.393	76,164	0.787	152,328	1.574	304,656	2.361	456,984	3.148	609,312
Total Taxable Improvements	1,043,018,937			250,000		500,000		1,000,000		1,500,000		2,000,000
Max Rate for Bylaw - Based on ALL Classes Net Taxable Values - for Bylaw			0.240		0.479		0.959		1.438		1.918	
Converted Improvements												
Area D	344,764,647	Ratio	0.073	Amount	0.145	Amount	0.290	Amount	0.435	Amount	0.580	Amount
Class 1 - Residential	476,621,128	1.00	0.073	34,561	0.145	69,123	0.290	138,245	0.435	207,368	0.580	276,491
Class 2 - Utilities	221,669,084	3.50	0.254	56,259	0.508	112,518	1.015	225,035	1.523	337,553	2.030	450,070
Class 4 - Major Industry	244,857,100	3.40	0.247	60,368	0.493	120,737	0.986	241,473	1.479	362,210	1.972	482,946
Class 5 - Light Industry	383,900,300	3.40	0.247	94,649	0.493	189,297	0.986	378,595	1.479	567,892	1.972	757,190
Class 6 - Business	23,431,227	2.45	0.178	4,163	0.355	8,325	0.711	16,651	1.066	24,976	1.421	33,302
Class 8 - Not for Profit	1,900	1.00	0.073	0	0.145	0	0.290	1	0.435	1	0.580	1
Total Taxable Improvements	1,350,480,739			250,000		500,000		1,000,000		1,500,000		2,000,000
Max Rate for Bylaw - Based on ALL Classes Net Taxable Values - for Bylaw			0.185		0.370		0.740		1.111		1.481	
Converted Improvements												
Area E	264,387,164	Ratio	0.095	Amount	0.189	Amount	0.378	Amount	0.567	Amount	0.756	Amount
1 - Residential	207,948,809	1.00	0.095	19,663	0.189	39,327	0.378	78,653	0.567	117,980	0.756	157,306
2 - Utilities	341,204,240	3.50	0.331	112,923	0.662	225,846	1.324	451,692	1.986	677,538	2.648	903,383
4 - Major Industry	139,780,000	3.40	0.321	44,939	0.643	89,878	1.286	179,756	1.929	269,634	2.572	359,512
5 - Light Industry	221,717,100	3.40	0.321	71,282	0.643	142,563	1.286	285,127	1.929	427,690	2.572	570,253
6 - Business/Other	5,150,150	2.45	0.232	1,193	0.463	2,386	0.927	4,772	1.390	7,159	1.853	9,545
Total Taxable Improvements	915,800,299			250,000		500,000		1,000,000		1,500,000		2,000,000
Max Rate for Bylaw - Based on ALL Classes Net Taxable Values - for Bylaw			0.273		0.546		1.092		1.638		2.184	
			Class 1 Rate		Class 1 Rate		Class 1 Rate		Class 1 Rate		Class 1 Rate	
All Electoral Areas			Max Rate for Bylaw - Based on All Classes Net Taxable Values - for Bylaw									
Full Net Improvement Taxable			5,594,838,306		0.045		0.089		0.179		0.268	
			0.357									

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**Regional Agricultural Advisory Committee
Amended Terms of Reference****1. Purpose:**

The Agricultural Advisory Committee ('AAC') is a volunteer advisory committee that is being established to assist the Board of Directors in protecting, enhancing and promoting agriculture within the Regional District of North Okanagan ('Regional District'). The Committee's role is to advise the Board of Directors on land use, economic development with respect to agriculture, and other agricultural matters. The Agricultural Advisory Committee has been established by the Board of Directors in accordance with these adopted Terms of Reference. Committee members are bound by these Terms of Reference and the Committee recommendations are non-binding and intended to be advisory in nature.

The provisions of the *Regional District of North Okanagan Procedures Bylaw No. 2413, 2009* govern the proceedings of the AAC.

2. Mandate:

2.1 The AAC is established to, at the direction of the Board of Directors, engage in but not be limited to any of the following possible roles:

- (a) To review and provide recommendations to the Board of Directors on land use applications, plans or policies that affect the ALR or agricultural operations;
- (b) Advise and assist the Board of Directors on regional agricultural and food system related issues;
- (c) Review from an agricultural perspective, issues, plans and specific development proposals;
- (d) Liaison with local agricultural advisory committees, British Columbia Agriculture Council, and the Ministry of Agriculture, and
- (e) Promote public awareness and education on agricultural issues in the North Okanagan;
- (f) Provide recommendations to the Board of Directors on ways to preserve, protect and support agriculture within the Regional District of North Okanagan; and,
- (g) To act as the Steering Committee during the development of a Regional Agricultural Area Plan, in the event this initiative is initiated by the Board of Directors.

2.2 The AAC consider the following when reviewing applications or agricultural related issues:

- (a) the effect of the proposal on the agricultural potential of the subject property;
- (b) the effect of the proposal on adjoining ALR properties and surrounding agricultural operations;
- (c) possible acceptable alternatives to the proposal, where deemed appropriate; and,
- (d) the identification of issues relating to the protection of ALR lands specific to the application.

2.3 The AAC may also:

- (a) propose to the Board of Directors educational and public awareness programs related to agriculture in the Regional District;
- (b) recommend to the Board of Directors support for projects that promote or encourage local agriculture; and

- (c) make recommendations on agricultural policies and advise the Board of Directors on policy issues relating to agricultural land and appropriate land uses in agricultural areas.

3. Establishment, Membership and Appointment

- 3.1 There is hereby established an Agricultural Advisory Committee (AAC), known as the 'North Okanagan Regional Agricultural Advisory Committee', in accordance with Section 795(1) of the *Local Government Act* and the *Regional District of North Okanagan Procedures Bylaw No. 2413, 2009*. The AAC is formed to advise the Board of Directors on agricultural issues. The AAC is an advisory committee established and appointed by Board of Directors under Section 795(1) of the *Local Government Act* (select committee).
- 3.2 The AAC consists of up to **21** voting members, including:
- a maximum of **eight (8)** agricultural producer representatives that reflect the agricultural diversity of the North Okanagan;
 - a maximum of one (1) representative from each municipal AAC (District of Coldstream and Township of Spallumcheen);
 - Three (3) Electoral Area Directors of the Board of Directors;
 - Three (3) Municipal Political Representatives or Directors of the Board of Directors;
 - a maximum of one (1) person representing agricultural fair boards or farmers' market associations;
 - a maximum of one (1) person representing agricultural commodity processing, distribution and/or retailing;
 - a maximum of two (2) members-at-large appointed by the Board of Directors with priority given to those who are knowledgeable about agriculture in its' various forms; **and,**
 - **a maximum of one (1) person representing young farmers.**
- 3.3 The AAC may also consist of non-voting members including:
- a representative from the Ministry of Agriculture;
 - a representative from the Provincial Agricultural Land Commission;
 - planning staff from the Regional District of North Okanagan; and
 - others, as necessary.
- 3.4 The selection of AAC members shall be in accordance with *Regional District of North Okanagan Procedures Bylaw No. 2413, 2009* and these members will require appointment through resolution to this Committee. In nominating members to the AAC, regard shall be given to achieving a diversity of members engaged in varied disciplines of the agricultural industry and members with knowledge of agricultural and related rural issues. Availability to attend meetings will also be considered. An elaboration of the selection criteria is provided in Appendix 1 of the Terms of Reference. All residents of Regional District of North Okanagan are eligible for membership.
- 3.5 After initial appointments, Board of Directors appointed members of the AAC shall be appointed pursuant to Section 3.4 for a two year term, in the month of September to commence their term of office on January 1st of the following year.
- 3.6 Subject to Section 3.8, all members shall hold office until the later of December 31st of the year at the end of the member's term or until their successors are appointed. Members

shall be eligible for re-appointment to a maximum of three (3) successive terms, including partial terms. Former AAC members can be re-apply for appointment after a minimum one (1) year period following three (3) successive terms.

- 3.7 When the membership of the AAC falls below seven (7), any vacancy occurring in the membership of the Committee shall be filled forthwith by the Board of Directors for the unexpired term of vacancy. Any member appointed in mid-term shall be eligible upon conclusion of the term for reappointment to a maximum of three (3) successive terms.
- 3.8 Board of Directors may, at any time, by a vote of two-thirds of its members, revoke the appointment of a member of the AAC.
- 3.9 The Chairperson shall advise Board of Directors immediately in writing of any member who has been absent from meetings of the AAC for three (3) consecutive meetings without prior leave of absence having been granted by the AAC. Leaves of Absence greater than three (3) consecutive meetings may be granted by the Board of Directors when the request for the Leave of Absence is received in writing, prior to the said Leave taking place.
- 3.10 No member of the AAC shall receive any remuneration for services, however, a member shall be reimbursed for any reasonable out of pocket expenses incurred on behalf of and previously approved by the Board of Directors, including mileage costs to and from AAC meetings.

4. Committee Meetings and Procedures

- 4.1 In January at any given year, the AAC will recommend to the Board of Directors a member of the AAC to serve as Chair of the Committee.
- 4.2 The AAC shall hold regular meetings, at such time and place that the Regional District schedules and the presence (including audio and/or video conferencing) of 50% +1 of the voting members in office shall constitute a quorum. The meeting shall be held at the Regional District's office in Coldstream unless other locations have been arranged (i.e. site visits). A notice of the meeting will be provided in accordance with the *Local Government Act* and all meetings shall be open to the public, unless otherwise stated.
- 4.3 All voting members of the AAC may vote on questions before it, and in all cases where the votes of the members present are equal for and against the question, the question shall be negatived. Any member present (including audio and/or video conferencing) who abstains from voting shall be deemed to have voted in the affirmative.
- 4.4 The Chair shall preserve order and decide all points of order which may arise, subject to an appeal to the other members present. All such appeals shall be decided without debate.
- 4.5 No act or other proceedings of the AAC shall be valid, unless it is authorized by resolution at a meeting of the AAC.
- 4.6 Staff of the Regional District shall be assigned to provide the AAC with technical advice, and required secretarial and minute services.

- 4.7 When the AAC is reviewing and making recommendations to the Board of Directors regarding proposed amendments to a plan, bylaw or application, the applicant is to be advised of the meeting and is entitled to attend.
- 4.8 Recommendations of the AAC must be adopted by AAC resolution prior to presentation to the Board of Directors.
- 4.9 The Board of Directors may include in its annual budget such sums as are necessary to defray the expenses of the AAC. The AAC shall provide a detailed budget proposal to the Board of Directors on or before October 1st of the year preceding the budget.
- 4.10 Any person(s) wishing to appear before the AAC as a delegation must submit a request to the Regional District of North Okanagan, advising of the topic or item to which they wish to speak. The Delegation process will be in accordance with the Regional District Procedures Bylaw.

5. Committee Reporting

- 5.1 The AAC will report to the Board of Directors.
- 5.2 A representative of the AAC may attend meetings of the Board of Directors, and may at the discretion of the Chair of the Board of Directors, present the view of the AAC to the Board of Directors.
- 5.3 The AAC representative(s) to the Board of Directors will report out on Board of Directors discussions and decisions under the AAC agenda item Minutes/Matters Arising.
- 5.4 The AAC shall present when deemed necessary a report to the Board of Directors which outlines activities, expenditures, proposed work program, and a budget.
- 5.5 The AAC shall review on an annual basis the Terms of Reference and recommend to the Board of Directors any changes deemed necessary.
- 5.6 Minutes of each AAC meeting shall be kept by the Regional District of North Okanagan and forwarded to the Board of Directors. AAC minutes will include a brief explanation, in point form, of each recommendation.

6. Conflict of Interest

- 6.1 If a AAC member attending a meeting of the AAC considers that he or she is not entitled to participate in the discussion of a matter or to vote on a question in respect of a matter because the member has a direct or indirect pecuniary interest in the matter or for any other reason, the member must declare this and state the general nature of why the member considers this to be the case.
- 6.2 After making the declaration, the AAC member:
 - (a) must not take part in the discussion of the matter and is not entitled to vote on any question in respect of the matter;
 - (b) must immediately leave the meeting or that part of the meeting during which the matter is under consideration; and

(c) must not attempt in any way, whether before, during or after the meeting, to influence the voting on any question in respect of the matter.

- 6.3 When the member's declaration is made, the person recording the minutes of the meeting must record the member's declaration, the reasons given for it, and times of the member's departure from the meeting room, and if applicable, the member's return.

April 2, 2014

Handout

Appendix 1: AAC Membership Eligibility Criteria

To facilitate the nomination and appointment of new members to the AAC, the following criteria will be considered. The aim is to achieve a diversity of members engaged in varied disciplines of the agricultural industry and community representation with knowledge of agricultural and related rural issues.

1. Residency

Members should reside in the Regional District of North Okanagan.

2. Agricultural Expertise and Knowledge

Applicants engaged in the agricultural industry and/or have knowledge and experience with regard to agricultural and related rural issues should have the following attributes which would be considered as an asset:

- Demonstrated knowledge of agricultural and related rural land use issues;
- Relevant farm experience;
- Involvement with activities of the agricultural community;
- Technical training in an agriculture-based field; and/or
- Knowledge of properties and farm operations within the North Okanagan.

3. Rural Experience

For applicants from the non-farm community consideration will be given to the individual's level of knowledge of agricultural and related rural issues. The relevance of their interests to the mandate of the AAC will also be an important consideration.

4. Availability

It is important that an applicant be able to attend as many AAC meetings as possible and undertake work outside of the regular monthly meetings. An applicant should be able to be contacted or reached during the day in order for meetings to be arranged.



Peace River Regional District REPORT

NB-1
Handout

To: Electoral Area Directors Committee

From: Bruce Simard, GM of Development Services

**Subject: Review of Agricultural Advisory Committee
Discussion Brief #1**

Date: December 15, 2014

PURPOSE:

This report is to initiate discussion of a review of the Agriculture Advisory Committee Terms of Reference.

BACKGROUND/RATIONALE:

From the July 17, 2014 meeting the Regional Board asked for a review of the Terms of Reference (TOR) of the Agricultural Advisory Committee (AAC)

The AAC was first established by the Regional Board on February 14, 2002 with the initial meeting occurring in August 2002.

At the November 25 AAC meeting, Chair Leonard Hiebert led the members through a roundtable discussion by asking the following questions:

1. what is the focus of the Committee?
2. how can it be strengthened?
3. what can be improved?
4. where are we and where do we need to go?
5. how does the Committee see us unifying and strengthening the Committee - how do we bring back our missing members and keep them here?
6. what is the biggest thing you would change?

The notes from comments received are attached. Particular **themes** that appear to rise from the comments are:

1. More meaningful role for AAC, such as review of ALR applications
2. Improved relationship between AAC and Regional Board:
 - Encourage more two way communication (not just top down from Board) – allow AAC to initiate advice and not limit to responding to Board requests.
 - Consider early involvement in any matters dealing with agriculture
 - Provide timely feedback on Board responses to AAC advice (to promote communication)
3. Use of AAC as a communications conduit with producers

March 19, 2015

Staff Initials:

Dept. Head: *Bruce Simard* CAO: *Chi-Buk*

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4. Review structure and performance of meetings considering the following:

- Consider evening meetings
- Shorter more focused agendas (perhaps more often)
- Use of sub-committees
- Use of teleconference
- Avoid ad-hoc random additions to meetings to avoid rambling
- Alternate locations between SP & NP
- Work from a road map of goals/objectives

In preparation for this discussion with EADC, Director Hiebert and the GM of Development Services met to brainstorm ideas for the TOR to renew and revitalize the AAC in order to refresh the Board's relationship with the agriculture sector.

Ideas for discussion offered for consideration of EADC are:

- Provide AAC with clarification/commitment that advice can be initiated from the Committee without first requiring a referral from the Board.
- That AAC be used for the review of all ALR applications. *(this will require further modifications of meetings schedules and possible use of sub-committees, as well as training and guideline development)*
- Clarify AAC role with regard to other standing committees such as *Water Stewardship Committee, Weed Committee, Wildlife Committee, etc.*
- Review of membership:
 - *Is the current list of member organizations sufficient and appropriate?*
 - *Is the length of membership appropriate?*
 - *Should there be a maximum number of terms for any single person?*
- Committee structure:
 - *Is it appropriate for Elected Official to be Chair of AAC?*
- Committee Focus:
 - *Require greater focus by committee (limit introduction of new business to agendas)*
 - *Encourage development of annual work plan (i.e. based on recommendations of Regional Agriculture Plan)*
- That a tour, by 1 or 2 EADC members and staff, of the major producer group associations be initiated during Jan-March 2015 to get feedback and suggestions about the AAC and the role of the PRRD with regard to agriculture.

STRATEGIC PLAN RELEVANCE:
FINANCIAL CONSIDERATION(S):
OTHER CONSIDERATION(S):

March 19, 2015



Handout **NB-1**
PEACE RIVER REGIONAL DISTRICT
AGRICULTURAL ADVISORY COMMITTEE
TERMS OF REFERENCE

1. PURPOSE

- 1.1 The general mandate of the Agricultural Advisory Committee (the "Committee") will include, but not be limited to the following:
- To provide advice to the Regional Board on matters relating to, or influencing, agriculture in the region;
 - To encourage and enhance the sustainability and vitality of agriculture in the region;
 - To provide a forum for focusing the concerns of agriculture in the region.
- 1.2 The Committee will advise the Peace River Regional District Board on agricultural issues within the region, including:
- Assisting with comprehensive reviews or development of:
 - official community plans;
 - regulatory bylaws pertaining to agriculture;
 - agricultural area plans, and
 - farm policies;
 - Major development proposals with potential impacts on agriculture
 - Water management issues.
 - Effectiveness of noxious insect and invasive plant regulations and programs.
- 1.3 The Agricultural Advisory Committee may also make recommendations on:
- Raising awareness of agriculture
 - Enhancing an understanding of agriculture's role in the local and/or regional economy.
 - Addressing competition for the agricultural land base.
 - Examining and identifying infrastructure improvements to support agriculture.

2. MEMBERSHIP

- 2.1 It will be an objective to select members from a diversity of agricultural interests in the region represented by broadly based, non-government, regional organizations.
- 2.2 The Regional Board Chair will request the following organizations to nominate delegates for participation on the Committee, from which the Chair will make recommendations to the Regional Board for appointment to the Committee for a period of up to two (2) years:

- | | |
|---|---|
| 1. Peace River Regional Cattlemen's Association | 5. Farmers' Institute |
| 2. BC Grain Producers Association | 6. Peace River Forage Association of BC |
| 3. Peace Region Forage Seed Association | 7. Peace River District Women's Institute |
| 4. Peace River Organic Producers Association | 8. BC Bison Association |

*This list is not exclusive and may be amended or added to at the discretion of the Regional Board Chair.

- 2.3 The Regional Board Chair will publicly advertise for three (3) members at large from the region, who have an interest in agriculture, and appoint such members for a period of up to two (2) years.
- 2.4 The Regional Board Chair will appoint two Board members as liaisons to the Committee.
- 2.5 The Regional Board Chair will always be ex-officio to the Committee.
- 2.6 Advisors from provincial and federal government agencies will be invited as necessary.

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3. PROCEDURES

- 3.1 The Committee is advisory and all recommendations will be forwarded to the Regional Board for consideration.
- 3.2 The Committee Chair shall be elected from the membership at the first meeting of each year. In the absence of the Chair an Acting Chair shall be appointed for that meeting by the members present. The Chair shall be entitled to vote at all meetings.
- 3.3 The Committee may meet every second month on the third Tuesday of the month, and/or at the call of the Committee Chair as necessary, unless there are no agenda items to be reviewed.
- 3.4 At all meetings five (5) members, with one being a Regional Board member, shall constitute a quorum.
- 3.5 In the event an appointed Member is unable to attend the Committee meeting his/her Alternate may attend. An Alternate may attend any Committee meeting but will not be reimbursed for travel expenses when the appointed Member is also in attendance. Alternates can only vote in the absence of the appointed Member.
- 3.6 Attendance Policy – if an appointed Member is absent from two (2) consecutive meetings, a letter from the Regional Board Chair will be forwarded to the individual and organization represented, informing them of the attendance policy and that their appointment will be rescinded if a third meeting in the calendar year is missed.
- 3.7 Meetings shall be open and will be held at the main office of the Peace River Regional District in Dawson Creek, unless otherwise arranged.
- 3.8 Executive and secretarial support for the Committee will be provided by the Peace River Regional District.
- 3.9 Operating procedures may be established by the Committee and should be similar to procedures as set out for Committees in "Peace River Regional District Procedure Bylaw No. 1633, 2006."
- 3.10 Committee members having a proprietary interest in an application or who are personally affected by an application/applicant must step aside from the discussion and subsequent decision on the particular matter.

March 19, 2015

Agriculture Advisory Committee – discussion points – focus/future of the Committee:
NEW BUSINESS item from the November 25th meeting:

NB-1

Chair Hiebert requested member input, what is the focus of the Committee, how can it be strengthened, what can be improved, where are we and where do we need to go? **Handout**

Discussion points:

- Committee could play a more meaningful role, i.e. subdivision applications (before the Board reviews them), Official Community Plans, would like to work with staff more
- should be involved on an ongoing basis, not just the opportunity to provide a cursory look/review of plans, etc.
- Committee could assist the Regional District, for example, if AAC had been aware of the water and sewer project we could have taken the information out to the groups we represent. People have no faith in local government. Need to work cooperatively.
- Unfortunately, when people are invited to a public information meeting, they feel that the decision has already been made. Need more consultation, more communication – make people aware of the Regional District and what it was designed for
- recommendations from AAC are not valued, not like in other jurisdictions. Board seldom refers items to the AAC, should be working through the Committee, use the group that represents larger groups in the region. Referred items/information needs to be provided in a timely fashion
- main focus so far has been Ag Plan, feel we need a schedule with specific items.
- need for more active participation in all ALR decisions.
- Terms of Reference specify AAC only provides input when requested. Committee needs input on how its input was looked at. Committee could be more of a liaison between the Regional District, agriculture groups, etc.
- initiate discussions with Board on issues that are important to agriculture. AAC gets bogged down at meetings, Should have more meetings with a set number of items, consider teleconferencing. Review and strengthen Terms of Reference to reflect better interpretation of what is expected.
- feel Committee members are not being used for their perspective or for what the AAC was designed for. Proposed water/sewer bylaws impacts agricultural production, but Committee was not afforded an opportunity for input into action plans. Bylaws affect agriculture producers in rural areas – single largest voice for rural people.
- ALC meet consistently w/AAC in lower mainland and valued their advice. This does not happen in the north. It is difficult to discuss items with people when you, as an AAC member, are not aware of the issue. Could utilize sub-committee, who would report back to the AAC, who would decide on direction to be going. Feel AAC should be involved from Day 1, not request input/advice on Day 6.
- We do not have consistent members. Missing producer groups that weakens us, maybe they feel frustrated.
- what day works better for meetings, suggest every 2nd meeting in FSJ

March 19, 2015

Chair Hiebert inquired how does the Committee see us unifying and strengthening the Committee, how do we bring back our missing members and keep them here?

NB-1

Handout

- timing of meetings is crucial, not around seeding or harvesting, etc. this is our livelihood and needs to come first.
- need more focus on specific issues, we volunteer our time, suggest evening meetings which may encourage younger producers to participate, change how we do meetings, better structure and focus, use of teleconferencing
- more frequent meetings to keep up the momentum. What becomes new business items are issues that arose between meetings. Need to promote agricultural issues, tackle these up front which becomes a course of action, appreciating that there will be standard agenda items.

Chair Hiebert – what is the biggest thing you would change?

- agenda items, get it organized and start tackling those issues.
- could be one way to get people involved, map/identify issues

March 19, 2015



Peace River Regional District REPORT

NB-3
Handout

To: Electoral Area Directors' Committee Date: March 18, 2015

From: Bruce Simard, General Manager of Development Services
Jodi MacLean, Assistant Manager of Development Services

Subject: NOTIFICATION RADIUS FOR DEVELOPMENT APPLICATIONS

RECOMMENDATION(S):

THAT EADC recommend the Regional Board give consideration to a bylaw that

- (1) amends the public notification area for Development Variance Permit notices to 100 meters around the subject property; and,
- (2) amends the public notification area overlap into a municipality be a maximum of 100 meters for all land use applications.

BACKGROUND/RATIONALE:

In 2011 the Regional District expanded the area for public notices from a 100 meter radius to a 1.5 kilometer radius around the subject property for the following land use applications:

- OCP/Zoning amendment
- Rezoning
- Temporary Use Permit
- Development Variance Permit

This was done due to resident concern that suggested a notification radius of up to three miles would be preferred. The 1.5 km radius was chosen as it is the same as the Provincial consultation radius for oil & gas emergency response zones.

For comparison, the City of Dawson Creek uses a notification area of 30 meters and the City of Fort St. John uses 100 meters.

This 1.5 km radius significantly increased the number of notices being mailed, especially when the radius captured higher density areas such as Charlie Lake, Moberly Lake, or the municipalities. In such cases, several hundred notices are mailed for each application.

Development Variance Permits are used to vary some regulation in a zoning bylaw, except for use and density. Their impacts are almost always local in nature, affecting only neighboring properties. Since 2011, the PRRD has received the following DVP requests:

Staff Initials:

Dept. Head: *Bruce Simard* CAO:

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Year	Total # of DVPs applications	Topic of DVP
2014	8	1 request to reduce building setback distance 1 request to reduce minimum parcel size 6 requests to increase accessory building floor area
2013	8	3 requests to reduce building setback distance 6 requests to increase accessory building floor area
2012	12	1 request to reduce building setback distance 1 request to increase secondary suite floor area 2 requests to increase building height limit 9 requests to increase accessory building floor area
2011	11	6 request to reduce building setback distance 5 requests to increase accessory building floor area

STRATEGIC PLAN RELEVANCE: N/A

FINANCIAL CONSIDERATION(S):

The current postage rate is 77 cents per notification letter mailed.

COMMUNICATIONS:

Notices are also posted on the PRRD website. Notices such as public hearings are required to be published in the newspaper as well. At any time the Board may also require that a notification radius be increased for a particular application. The bylaw establishes the minimum radius that must always be used.

OTHER CONSIDERATION(S): N/A

March 19, 2015

Rural Advisory Council Announced

Mar 18, 2015

Fourteen individuals from across the province have been appointed to the Province's new Rural Advisory Council. Four of the representatives are local elected officials: Director Grace McGregor, Regional District of Kootenay Boundary; Mayor Gerry Thiessen, Vanderhoof; Councillor Sylvia Pranger, Kent; and Mayor Chris Pieper, Armstrong.

The mandate of the council is to provide input to government policy decisions related to rural communities. The initial focus for the council will be to provide advice on rural economic development, including rural access to capital and business development support for rural entrepreneurs and businesses. The council will also advise on rural community capacity building, including the Rural Dividend. Former Terrace Mayor David Pernarowski was also appointed to the group of fourteen.

To learn more about the Rural Advisory Council, visit the [Government of British Columbia website](#).

March 19, 2015