

# 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, September 10, 2015 in the  
Regional District Office Boardroom, 1981 Alaska Avenue, Dawson Creek, BC  
commencing at 10 a.m.

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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 August 13, 2015.
5. Business Arising from the Minutes:
6. Delegations:  
10 a.m. D-1 Frank Leonard, Chair and CEO, Agricultural Land Commission
7. Correspondence:  
C-1 August 25, 2015 - Selina Robinson, MLA Opposition Spokesperson for Local Government - Invitation to Meet during UBCM.  
C-2 August 31, 2015 - BC Rural Network Enews - BC Rural Network eNews Annual Meeting.  
C-3 August 31, 2015 - Joe Breti, Alternate Director - Electoral Area 'D' - Compensation for Alternate Directors to Attend Meetings.
8. Reports:  
R-1 Discussion regarding Electoral Area Directors' Committee meeting dates (Terms of Reference attached).  
R-2 September 1, 2015 - Kim Frech, Chief Financial Officer - Invasive Plant - Ministry and Other Agency Funding Background.  
R-3 August 26, 2015 - Bruce Simard, General Manager of Development Services - Agricultural Advisory Committee Terms of Reference. (Referred from Regional Board)  
R-4 August 27, 2015 - Fran Haughian, Manager of Communications - Communications and Public Engagement Plans for Referenda. (Referred from Regional Board)  
R-5 Chris Cvik, Chief Administrative Officer - General Discussion - Effects of Rural Post Office Closures.
9. New Business:  
NB-1 August 26, 2015 - Finance Committee - Select Standing Committee on Finance and Government Services - Annual Budget Consultation.  
NB-2 Lighting at temporary bin locations  
NB-3 Referral Process of Oil and Gas Commission Applications
10. Communications:
11. Diary:
12. Adjournment:



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

**M-1**

DATE: August 13, 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: Shannon Anderson, Deputy Chief Administrative Officer  
Bruce Simard, General Manager of Development Services  
Fran Haughian, Communications Manager / Commission Liaison  
Trish Morgan, General Manager of Community Services and Electoral Areas  
Kim Frech, Chief Financial Officer  
Jo-Anne Frank, Corporate Officer (12:05 p.m.)  
Barb Coburn, Recording Secretary

Call to Order Chair Goodings called the meeting to order at 11:18 a.m.

ADOPTION OF AGENDA:

June 18, 2015 Agenda

MOVED by Director Hiebert SECONDED by Director Rose,  
That the Electoral Area Directors' Committee agenda for the August 13, 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 July 16, 2015.  
Business Arising from the Minutes:  
Delegations:  
1 p.m. D-1 Ken and Arlene Boon - Site C Concerns (via telephone)  
2 p.m. D-2 Dave Heiberg and Gwen Johansson, District of Hudson's Hope - Site C Concerns (via  
telephone)  
Correspondence:  
C-1 August 3, 2015 - Bill Klassen - Health Care Aide.  
C-2 August 3, 2015 - Mary Galus - Noise Firearms Bylaw - (Handout)  
Reports:  
R-1 July 9, 2015, Bruce Simard, General Manager of Development Services - Development  
Application Notification Signs.  
R-2 July 24, 2015, Trish Morgan, General Manager of Community and Electoral Area Services -  
Follow-up Item from November 20, 2014 EADC - Discontinuation of a Service.  
R-3 July 28, 2015, Chris Cvik, Chief Administrative Officer - 2015 UBCM - Electoral Area Directors'  
Forum.  
R-4 August 4, 2015, Barb Coburn, Secretary - Referrals from the July 23 and August 6, 2015 Regional  
Board Meetings:  
a) BC Hydro Presentation - Peace Region Electricity Supply Project;  
b) July 31, 2015 - Ministry of Energy and Mines - Regulatory Exemption Proposal  
c) Effects of the Proposed Site C on Water Aquifers in the Region.  
d) August 5, 2015 - Ken and Arlene Boon - Comments on Site C License Application  
(Handout)

**September 10, 2015**

ADOPTION OF AGENDA (continued):

June 18, 2015 Agenda  
(continued)

Reports (continued):

R-5 Jodi MacLean, Assistant Manager of Development Services - West Peace Fringe Area Official Community Plan Boundary (referred from the Regional Board).

R-6 August 7, 2015 - Fran Haughian, Communications Manager / Commission Liaison - Communications and Public Engagement Plans for Referendum(s)

New Business:

NB-1 July 29, 2015 - Jacqueline Burton, Development Services Coordinator - ALR/OGC Non-farm Use Applications

NB-2 Proposed \$2 Million Agriculture Fund

NB-3 Solid Waste Clean-up Bins

NB-4 Building Bylaw

NB-5 Arlene Boon, Gwen Johansson and Dave Heiberg as Delegates regarding R-4.

Communications:

Diary:

Adjournment:

CARRIED.

PERMISSION TO SPEAK

MOVED by Director Sperling, SECONDED by Director Rose,  
That Arlene Boon, Gwen Johansson and Dave Heiberg be authorized to speak.

CARRIED.

ADOPTION OF MINUTES:

M-1  
EADC meeting minutes of  
July 16, 2015

MOVED by Director Rose, SECONDED by Director Sperling,  
That the Electoral Area Directors' Committee Meeting minutes of July 16, 2015 be adopted.

CARRIED.

CORRESPONDENCE:

C-1  
Health Care Aide

MOVED by Director Sperling, SECONDED by Director Hiebert,  
That Director Goodings write a letter to Bill Klassen, Secretary, Prespatou Independent Housing Society to request more background information regarding his request for funding to sponsor Society staff to participate in the health care training offered at Northern Lights College.

CARRIED.

REPORTS:

R-1  
Development Application  
Notification Signs

MOVED by Director Rose, SECONDED by Director Sperling,  
That the Electoral Area Directors' Committee recommends to the Regional Board that staff bring forward an amended Development Application Procedures Bylaw for its consideration that includes the following amendments:

- that the Regional District provide applicants with development permit signs;
- that the Regional District stock-pile a number of the least-costly signs;
- that cost recovery be included in the application fee;
- that signs are not to be returned to the Regional District; and
- that the fee is non-refundable.

CARRIED.

R-2  
Discontinuation of a  
Service

The Directors were advised that municipalities can opt out of providing services to the Regional District at any time by using a cancellation or termination clause that is in most service agreements by submitting written notice prior to the agreement's end date.

**M-1**

Recess                                      The meeting recessed at 12:12 noon for lunch

Reconvene                                The meeting reconvened at 12:50 p.m.

REPORTS (continued):

R-4 a)  
BC Hydro - Electricity  
Supply Project

MOVED by Director Hiebert, SECONDED by Director Rose,  
That the Electoral Area Directors' Committee recommends to the Regional Board a letter be sent to Julie Chase, Director, Transmission and Inter-Jurisdiction, Electricity and Alternative Energy Division that, in reference to the Peace Regional Electricity Supply (PRES) project:

- the Peace River Regional District does not support an exemption from section 45(5) of the *Utilities Commission Act*;
- information be provided to the Regional District on how the project will be financed (e.g., through industry or general revenue); and
- the route chosen by BC Hydro must utilize an existing right-of-way and once chosen, public consultation must be conducted to gain feedback from the public.

CARRIED.

R-4 b)  
Regulatory Exemption  
Proposal

MOVED by Director Hiebert, SECONDED by Director Sperling,  
That the Electoral Area Directors' Committee recommends to the Regional Board that a letter be sent to Julie Chase, Director, Transmission and Inter-Jurisdiction, Electricity and Alternative Energy Division that, in reference to the North Montney Power Supply (NMPS) project:

- the Peace River Regional District does not support an exemption from Part 3 of the *Utilities Commission Act*; and
- the project must receive a Certificate of Public Convenience and Necessity in order to extend service to the public in this area in the future.

CARRIED.

R-4 c)  
Site C Effects on Water  
Aquifers

MOVED by Director Sperling, SECONDED by Director Hiebert,  
That the Electoral Area Directors' Committee recommends to the Regional Board, that a letter be forwarded to the Water Management Branch of the Ministry of Forests, Lands and Natural Resource Operations, in support of local residents' concerns with the future inability to access viable underground aquifers resulting from flooding related to the Site C project; and further, requesting that the Ministry follow through with its commitment to hold a public meeting with affected residents on this issue.

CARRIED.

R-5  
West Peace Fringe Area  
Official Community Plan

MOVED by Director Rose, SECONDED by Director Hiebert,  
That the Electoral Area Directors' Committee recommends to the Regional Board that staff be requested to adjust the boundary of the West Peace Fringe Area Official Community Plan from Jackfish Road to the north, to include properties on Howe Road.

CARRIED.

NEW BUSINESS:

NB-1  
ALR / OGC Non-farm Use  
Applications

MOVED by Director Hiebert, SECONDED by Director Sperling,  
That the Electoral Area Directors' Committee recommends to the Regional Board that the ALR/OGC non-farm use application (167/2015) for Canbriam Energy Inc. be referred to the Cumulative Effects Task Force – Temporary Use Permit.

CARRIED.

NEW BUSINESS (continued):

NB-2  
Proposed \$2 Million  
Agriculture Fund

MOVED by Director Sperling, SECONDED by Director Rose,  
That the Electoral Area Directors' Committee recommends to the Regional Board that a letter be sent to the Honourable Minister Norm Letnick, Minister of Agriculture, the Honourable Mike Bernier, Minister of Education and MLA, Peace River South, and Pat Pimm, MLA, Peace River North, requesting that the Electoral Area Directors be included on the committee that will develop the terms of reference for the Site C Agriculture Fund.

CARRIED.

NB-3  
Clean-up Bins

MOVED by Director Rose, SECONDED by Director Hiebert,  
That the Electoral Area Directors' Committee recommends to the Regional Board that the original program for bulky-waste, free-dumping bins at various rural locations within the Regional District be re-instated for spring and fall clean-up.

CARRIED.

ADJOURNMENT

The Chair adjourned the meeting at 4:02 p.m.

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Karen Goodings, Chair

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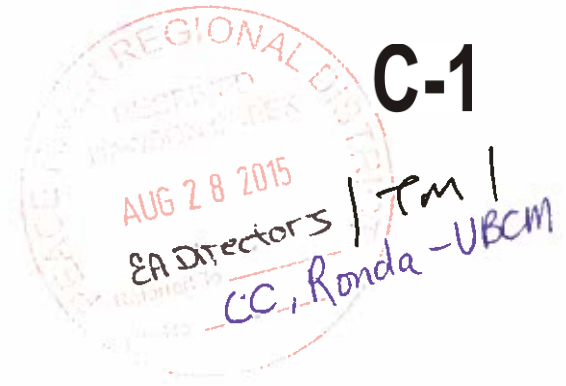
Barb Coburn, Recording Secretary



Selina Robinson, MLA  
(Coquitlam-Maillardville)



Province of  
British Columbia  
Legislative Assembly



August 24, 2015

Electoral Area Directors  
Peace River Regional District  
Box 810  
Dawson Creek, BC V1G 4H8

Dear Directors,

I hope that you've enjoyed the summer and you had an opportunity to take a break. I am writing to remind you that my caucus colleagues in the Official Opposition are available and eager to meet with you at the upcoming Union of BC Municipalities annual conference in Vancouver, September 22-25.

As the Opposition Spokesperson for Local Government, former City Councilor for Coquitlam, and past Executive member of the Lower Mainland Local Government Association, I continue to be passionate about strengthening our communities through local leadership. I believe that local government is closest to our constituents and has the knowledge and flexibility to be most responsive to community needs.

I have been paying close attention to your successes and your challenges. This past spring I travelled to all five area association meetings to hear directly from you about the issues facing your communities. I heard concerns related to aging infrastructure, offloads to local governments, and the sometimes difficult relationship between local and other orders of government. At every area association meeting, I saw the passion and commitment you all have for your communities. Thank you for bringing that to your role. It really does make a difference.

I would love the opportunity to meet with you at the UBCM. If you would like to set up a meeting with me or any of my colleagues, please contact Elena Banfield at 250-952-7647 or [elena.banfield@leg.bc.ca](mailto:elena.banfield@leg.bc.ca). Enclosed is a list of all Opposition MLAs and their Spokesperson areas, so you know who works on issues important to your community. Also, please join us for the Official Opposition UBCM Breakfast for all delegates on Friday, September 25, at 6:45 AM at the Fairmont Waterfront Hotel. We look forward to seeing you there.

All the best,

Selina Robinson, MLA  
Opposition Spokesperson for Local Government

September 10, 2015





John Horgan,  
Leader  
MLA, Juan de Fuca

# John Horgan and the New Democrat Opposition Team

C-1



Robin Austin, MLA  
Skeena  
Northern Economic  
Development



Harry Baum, MLA  
Surrey-Newton  
Forests, Lands and Natural  
Resource Operations



Spencer  
Chandra Herbert, MLA  
Vancouver-West End  
Environment



Raj Chouhan, MLA  
Burnaby-Edmonds  
Assistant Deputy Speaker



Katrine Corway, MLA  
Kootenay-West  
Interior Economic  
Development, Columbia Power,  
Columbia River Treaty



Kathy Corrigan, MLA  
Burnaby-Deer Lake  
Advanced Education



Judy Darcy, MLA  
New Westminster  
Health



Adrian Dix, MLA  
Vancouver-Kingsway  
BC Hydro



Doug Donaldson, MLA  
Stikine  
Children and  
Family Development



David Eby, MLA  
Vancouver-Point Grey  
Tourism, Housing, Liquor Policy,  
BCLC, PavCo



Mable Elmore, MLA  
Vancouver-Kensington  
Deputy Finance, ICBC



Mike Farnsworth, MLA  
Port Coquitlam  
Justice (Public Safety and  
Solicitor General), Caucus House  
Leader



Rob Fleming, MLA  
Victoria-Swan Lake  
Education



Scott Fraser, MLA  
Alberni-Pacific Rim  
Aboriginal Relations and  
Reconciliation, Caucus Deputy  
Whip



Sue Hammel, MLA  
Surrey-Green Timbers  
Mental Health and Addictions



George Heyman, MLA  
Vancouver-Fairview  
Green Economy,  
Technology, TransLink



Gary Holman, MLA  
Sanich North & the Islands  
Democratic Reform, Deputy  
Environment, Fisheries and  
B.C. Ferries



Carole James, MLA  
Victoria-Beacon Hill  
Finance



Maurine Karagannis, MLA  
Esquimalt-Royal Roads  
Women, Seniors, Early  
Childhood Development,  
Caucus Whip



Leonard Krog, MLA  
Nanaimo  
Justice (Attorney General)



Norm Macdonald, MLA  
Columbia River-Revelstoke  
Energy and Mines



Michelle Mungall, MLA  
Nelson-Creston  
Social Development,  
Caucus Deputy House Leader



Lana Popham, MLA  
Saanch South  
Agriculture and Food



Bruce Ralston, MLA  
Surrey-Whalley  
Natural Gas,  
Development, Trade,  
Immigration, Multiculturalism



Jennifer Rice, MLA  
North Coast  
Northern and Rural Health,  
Deputy Children and Family  
Development



Selma Robinson, MLA  
Coquitlam-Maillardville  
Local Government and Sports  
Caucus Deputy Chair



Bill Rousley, MLA  
Cowichan Valley  
Deputy Forests - Coastal



Doug Rousley, MLA  
Nanaimo-North Cowichan  
Deputy Forest Futures,  
Citizen Services



Jane Shin, MLA  
Burnaby-Lougheed  
Deputy Trade, Immigration,  
Multiculturalism



Nicholas Simons, MLA  
Powell R. Sunshine Coast  
Coastal Economic Development,  
Small Business, Art and Culture



Shane Simpson, MLA  
Vancouver-Hastings  
Economic Development, Jobs,  
Labour and Skills, Caucus Chair



Claire Trevena, MLA  
North Island  
Transportation and  
Infrastructure, B.C. Transit

September 10, 2015

New Democrat Official Opposition  
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Connecting BC's Rural Communities

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## BC Rural Network eNews

**September 2015**

### Save The Date!! BCRN AGM September 16

Attention BCRN Members!  
The Annual General Meeting is scheduled for September 16, 2015 at 10:00 AM PDT. We are having a virtual "Go To Meeting".

Please **REGISTER** by [clicking here](#)

### News and events

**September 10, 2015**





## Would you like to be on the BCRN Board of Directors?

A key agenda item for the AGM is the selection of new directors. The BC Rural Network Board of Directors is appointed by the general membership and from the general membership. Board of Directors representatives are appointed for a 2-year term, to a maximum of two consecutive terms, on a staggered cycle, to ensure stability and continuity.

More information on Board structure and roles is available in the BC Rural Network Terms of Reference, available at: [here](#).

If you would like to nominate yourself, or someone else, please fill this [nomination form](#).

Please contact Erin Robinson at 250-993-1094 or via email: [erobinson@fraserbasin.bc.ca](mailto:erobinson@fraserbasin.bc.ca) if you have any questions.



**Work BC:** has created a 'one-stop shop' where apprentices and employers can find out about apprenticeship financial support sources available for them both provincially and federally. Click to [Work BC Apprentice Financial Support Section](#).

**September 10, 2015**

## Grant Opportunities

# C-2

**Ecoaction Community Funding Program-** Environment Canada's EcoAction Community Funding Program is again accepting applications for funding until the **November 1, 2015 deadline**. Since 1995, EcoAction has provided over \$101M in financial support to 2944 community-based projects that have supported communities to protect, rehabilitate or enhance the natural environment. Preference will be given to projects that support the priorities of the Government of Canada's National Conservation Plan to conserve and restore our lands and waters and connect Canadians to our natural spaces. We will continue to focus on larger multi-year projects (minimum \$10,000, maximum \$100,000) that clearly demonstrate environmental and community engagement results anywhere in Canada. For more information on EcoAction, click [here](#) or contact your Regional Office. For more information on the National Conservation Plan, please visit this [site](#).

**Hamber Foundation - *Deadline September 15, 2015*** - Funding is available to registered charitable organizations for cultural and educational projects that will benefit British Columbians. **To view the application, click [here](#).**

**Investment Agriculture Foundation of BC - *Applications accepted on an on-going basis. Program ends March 31, 2018*** - The Canada-BC Agri-Innovation Program has been renewed under the the federal-provincial Growing Forward 2 Agreement. Funding is available to support industry, academia, retailers and others in late stage research and pilot projects that lead to the commercialization and/or adoption of innovative products, technologies and practices. **For more information click [here](#).**

**Public Conservation Assistance Fund (PCAF) Grants - *Deadline May 15, 2015*** - In 2015, the May proposal intake resulted in the Fund being fully subscribed, so there will be no September intake. The next deadline for submitting a PCAF proposal will be **May 15, 2016**. The Province of BC and the Habitat Conservation Trust Foundation provide approximately \$150,000 in PCAF grants to help implement on-the-ground conservation work, with a particular focus on hands-on, community based and public awareness initiatives. PCAF will grant up to one half of the total cost of the project. There is an annual limit of \$10,000 per year per project. The total amount available over the life of a project is \$20,000. **For more details click [here](#).**

**Community Gaming Grants - *Various deadlines, applications will be accepted for human and social services until November 30,***

**September 10, 2015**

**16 -** Government gaming grants allow eligible organizations to apply for gaming revenues to support a broad range of programs and services. For more information click [here](#).

**Healthy Eating School Food Grant - *ongoing intake*** - The Action Schools! BC Healthy Eating School Food Grant will assist your elementary or middle school in implementing lessons and activities from the Healthy Eating Action Resource. Find more information [here](#).

**GO Grants, *Deadline September 15-*** provides grants to K-12 schools for transportation, project materials and program fees that support outdoor learning experiences about BC's environment. In 2011, HCTF created GO Grants (formerly called the Conservation Education Assistance Fund) to help educators connect students with the outdoors. GO Grants provide students opportunities to connect with nature and engage in dynamic and memorable learning experiences.

**Mountain Equipment Coop, *Deadline: September 10-*** Grants enable people to enjoy the outdoors and support conservation initiatives. Click [here](#) for more information.



The BC Rural Network has proudly served BC's rural communities since 2004. Interested in learning more about the network? Visit the BCRN website [here](#).

**If you have any news or events you would like added to the BCRN eNews, please email us at [enews@bcruralnetwork.ca](mailto:enews@bcruralnetwork.ca)**

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**September 10, 2015**

LEONARD HIEBERT

DIRECTOR - ELECTORAL AREA "D"

PEACE RIVER REGIONAL DISTRICT



RE: BY LAW NO 2187 - REMUNERATIONS

WITH REGARD TO BY LAW 2187, I AM SUGGESTING THAT THE ABOVE MENTIONED BE AMENDED TO PROVIDE ALTERNATE DIRECTORS ATTENDING REGULAR MEETINGS OF THE PEACE RIVER REGIONAL DISTRICT ((THAT IS ATTENDING MEETINGS NOT IN A OFFICAL APPROVED CAPACITY ----- SIMPLY ATTENDING MEETINGS TO LISTEN TO THE DIALOGUE PERTAINING TO ISSUES, BY LAWS, MATTERS OF BUSINESS - PRESENT AND PAST; IN GENERAL THE PROCESS OF THE MEETINGS.)) WITH SOME FINANCIAL COMPENSATION.

IN MY OPINION AN ALTERNATE DIRECTOR THAT WISHES TO BE USEFUL TO HIS ELECTORAL DIRECTOR AND TO THE BOARD MUST MAKE THE EFFORT TO BE CURRENT AND KNOWLEDGEABLE.

BY DESIGN, THE ALTERNATE DIRECTOR IS EXPECTED TO ASSUME THE OFFICE OF THE ELECTED DIRECTOR SHOULD THE SAME VACATE THAT POSITION BY REASON OF RESIGNATION OR OTHER UNFORSEEN CIRCUMSTANCE, FOR A PERIOD OF TIME AS SET BY REGULATION UNTIL A BY-ELECTION HAS INSTALLED A ELECTED AREA DIRECTOR PRO TERM

September 10, 2015

IN FAIRNESS TO THE ELECTORATE. THE PEACE RIVER REGIONAL DISTRICT SHOULD MAKE EVERY EFFORT TO ENCOURAGE ALTERNATE DIRECTORS TO ATTEND AS MANY REGULAR AND SPECIAL MEETINGS AS POSSIBLE TO BECOME FAMILIAR WITH MEETING PROCEDURES, ISSUES, EVENTS, FUTURE DIRECTIONS AND FUNCTIONS OF THE PEACE RIVER REGIONAL DISTRICT. WHILE I'M SURE IT WAS NOT INTENDED TO BE THIS WAY, ALTERNATE DIRECTORS ARE IN A CONSTANT STRUGGLE TO STAY ABREAST OF THE BUSINESS OF THE DAY.

OUR RURAL DIRECTORS WHO WITHOUT ANY STAFF HAVE TO SERVE THEIR CONSTITUENCY, THE PEACE RIVER REGIONAL DISTRICT, PARTICIPATE ON A NUMBER OF BOARDS AND COMMITTEES; DO WHAT ONE MUST TO SUSTAIN A LIVELIHOOD AND A PRIVATE LIFE – ARE NOT ALWAYS ABLE TO BE IN CONSTANT COMMUNICATION WITH THEIR ALTERNATE DIRECTOR.

THE BOARD NEEDS TO CONSIDER PAYING ALLOWABLE MILEAGE TO RURAL ALTERNATE DIRECTORS ATTENDING ALL MEETINGS.

AT PRESENT THAT ONLY INCENTIVE SEEMS TO BE A BAD SERVING OF CHILI OR ON OCCASION SYNTHETIC CABBAGE ROLLS AND OF COURSE THE HONOUR TO BE AT THE SAME TABLE AS THE ELECTED.

FINALLY IN CLOSING, ONE MUST NOT FORGET THE “ICE CREAM ON THE WEDDING CAKE”, THAT ALTERNATE DIRECTORS ARE PRIVILEGED TO GROVEL AT THE FEET OF THE BOARD TO BE ALLOWED PERMISSION TO

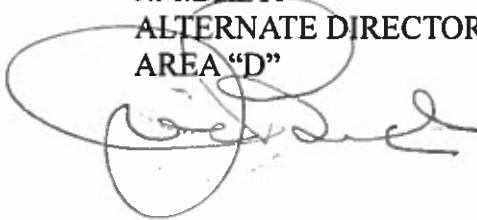


ATTEND SPECIAL OR CLOSED MEETINGS AS SPECTATORS.

I FIND THIS PARTICULARLY INSULTING AS ALTERNATE DIRECTORS TAKE THE SAME OATH OF OFFICE AND HAVE TO ABIDE THE SAME TERMS OF REFERENCE, AS ANYONE ON THE BOARD.

PLEASE NOTE, I'M NOT TRYING TO BRAKE NEW GROUND OR RE-INVENT THE WHEEL. TO DATE I KNOW OF THREE OTHER REGIONAL DISTRICTS THAT HAVE DEALT WITH THIS ISSUE BY COMPENSATING ALTERNATE DIRECTORS FOR ATTENDING MEETINGS.

J.M.BRETI  
ALTERNATE DIRECTOR  
AREA "D"

A handwritten signature in dark ink, appearing to read 'J.M. Breti', is written over the typed name and title. The signature is fluid and cursive, with a large loop at the beginning.

September 10, 2015



## POLICY STATEMENT

**R-1**

### **ELECTORAL AREA DIRECTORS' COMMITTEE**

The Electoral Area Directors' Committee membership shall be elected representatives from Electoral Area 'B', Electoral Area 'C', Electoral Area 'D' and Electoral Area 'E'.

#### **TERMS OF REFERENCE**

1. The Electoral Area Directors' Committee will meet to address issues of a rural nature.
2. Meetings will be open to the public.
3. The Electoral Area Directors' Committee will be chaired by an Electoral Area Director elected by the committee participants.
4. The Electoral Area Directors' Committee will hold meetings the third Thursday of each month or at the call of the Chair.
5. Electoral Area Directors' Committee meetings will be funded through the Legislative - Electoral Area budget under "Electoral Area Business." Only Electoral Area Directors will be compensated for attending meetings.
6. Agenda items for the Electoral Area Director's Committee meetings will include items that are:
  - a) referred to the meeting by resolution of the Regional Board; or
  - b) of a purely rural nature.
7. Items for the regular agenda must be provided to Administration by noon the Friday prior to the scheduled meeting.
8. All recommendations of the Committee shall be determined by majority vote of the Electoral Area Directors.
9. Staff will prepare minutes and forward recommendations to the Regional Board for consideration.
10. Committee recommendations will be ratified by the Regional Board prior to staff action being undertaken, unless previously authorized by a referring Board resolution.

**September 10, 2015**



# Peace River Regional District REPORT

R-2

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To: Electoral Area Directors Committee

From: Kim Frech, Chief Financial Officer

Date: 1 September 2015

**Subject: Invasive Plants – Ministry & Other Agency Funding Backgrounder**

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Attached for your information is a report providing the 2015 Budget and the Actual amounts for years 2008 to 2014 for Invasive Plants.

Note that due to the program changing over the years the way the revenue and expenses were recorded changed to try to meet the ministries requirements that ranged from all into one account to separate accounts for each aspect of their contribution – both revenue and expenses required to be shown separately. Based on the review of the individual accounts I believe the following information is representative and explains the funding and changes in funding over the years for contributions from ministries and other agencies.

2008: Ministry of Transportation: received \$160,848 of which \$123,184 was for work undertaken on their property; \$17,664 was for contribution to the SADM (Single Agency Delivery Model); and \$20,000 as administration fee for the RD.

Ministry of Forests: received \$25,000 but spent \$37,441 on MoF works.

Ministry of Agriculture: received \$55,000 toward the RD Weed program

Other agency funds received for the Pine Pass were: CN \$10,000; Province \$14,000; BC Transportation Corp \$10,000; PR Agriculture Development Fund \$12,500; and Talisman \$5,000.

2009: Ministry of Transportation: received \$132,814 of which \$97,814 was for work undertaken on their property; \$20,000 was for the Pine Pass Program; and \$15,000 was the RD Admin Fee.

Ministry of Forests: received \$48,793 of which \$43,793 was for work undertaken on their property and \$5,000 was the RD Admin Fee.

Ministry of Agriculture: received \$55,000 toward the RD Weed Program

Other agency funds received for the Pine Pass were: BC Transportation Corp \$10,000; CN \$5,000; BC Hydro \$3,000; Province \$30,000; PR Agriculture Development Fund \$7,500.

**September 10, 2015**

Staff Initials:

Dept. Head:

*Kim Frech*

CAO:

*Chris Birk*

2010: Ministry of Transportation: received \$229,380 of which \$163,807 was for work undertaken on their property; \$20,574 was for the Pine Pass Program; and \$45,000 was the RD Admin Fee.

Ministry of Forests: received \$117,116 of which \$82,116 was for work undertaken on their property; \$25,000 was for the Pine Pass Program; and \$10,000 was the RD Admin Fee.

Ministry of Agriculture: received \$47,500 toward the RD Weed Program. The reason for the decrease for 2010 & 2011 from \$55,000 to \$47,500 was due to the Province coming and presenting a payment of \$150,000 for the Weed Program – which was thought to be a “boost” to the program and later found out that it was a 3-year payment which was less than what it would have been if we had continued to receive the \$55,000 per year.

Other agency funds received for the Pine Pass were: BC Transportation Corp \$10,000; and PR Agriculture Development Fund \$7,500.

2011: Ministry of Transportation: received \$248,569 of which \$144,916 was for work undertaken on their property; \$63,652 was for the Pine Pass Program; and \$40,000 was the RD Admin Fee.

Ministry of Forests: received \$183,092 of which \$126,530 was for work undertaken on their property and \$2,562 was the RD Admin Fee (over spent resulted in less Admin Fee).

Ministry of Agriculture: received \$47,500 toward the RD Weed Program. (see 2010 note)

2012: Ministry of Transportation: received \$225,000 but spent \$253,905 for work on their property and Pine Pass.

Ministry of Forests: received \$182,500 but spent \$133,694 for work on their property & Pine Pass and \$48,806 was the RD Admin Fee.

Ministry of Agriculture: received \$55,000 toward the RD Weed Program.

BC Hydro: received \$15,000 and spent \$13,886 (remainder \$1,114 as Admin Fee)

Other Agencies: received \$35,140 and spent \$32,196 (include Pine Pass and other works)

2013: Ministry of Transportation: received \$225,000 and spent \$187,000 for work on their property and the Pine Pass and \$38,000 was the RD Admin Fee.

Ministry of Forests: received \$163,000 and spent \$136,219 for work on their property and the Pine Pass and \$26,781 was the RD Admin Fee.

Ministry of Agriculture: received \$50,000 toward the RD Weed Program.

2014: No ministry or other funding for work done on their properties.

Received \$42,100 toward the RD Weed Program.

Invasive Plants Report

For Period Ending 31-Dec-2015



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	2015 BUDGET	2015 ACTUAL	DIFFERENCE	PERCENTAGE	2014 ACTUAL	2013 ACTUAL	2012 ACTUAL
<b>REVENUES</b>							
01-1-6423-110 Requisition - electoral (WEED)	(113,198.00)	(113,198.00)	0.00	100.00	(78,142.00)	(71,172.00)	(81,368.89)
01-1-6423-111 Requisition - municipal (WEED)	(63,543.00)	(63,543.00)	0.00	100.00	(42,662.00)	(38,429.00)	(43,968.87)
01-1-6423-120 Grants-in-lieu (WEED)	(7,500.00)	(16,908.85)	9,408.85	225.45	(14,068.71)	(13,360.98)	(12,735.12)
01-1-6423-125 Invasive Plants Tipping Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-1-6423-150 Min. of Forests Weed Program (WEEDS)	0.00	0.00	0.00	0.00	0.00	(17,800.00)	(20,500.00)
01-1-6423-154 Inv. Species Council-Program (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	(9,507.15)
01-1-6423-156 Sponsorships (WEED)	0.00	0.00	0.00	0.00	0.00	(17,500.00)	(300.00)
01-1-6423-157 Recovered costs/Misc Admin Fees (WEED)	0.00	0.00	0.00	0.00	(738.13)	(25,964.33)	(11,500.00)
01-1-6423-158 Compliance & Enforcement Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-1-6423-162 Grants (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-1-6423-163 Grant - Min. of Forests (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-1-6423-164 Min.of Trans. Weed Program (WEED)	0.00	0.00	0.00	0.00	0.00	(38,000.00)	(37,000.00)
01-1-6423-168 PPIPMA-Pine Pass- Weed Program (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-1-6423-169 Coordination Prov Weed Act (WEED)	0.00	(46,900.00)	46,900.00	0.00	(42,100.00)	(50,000.00)	(55,000.00)
01-1-6423-170 IPMA - Pine Pass - Transportation Minist	0.00	0.00	0.00	0.00	0.00	(29,671.11)	(30,000.00)
01-1-6423-171 IPMA-Pine Pass-Forests Ministry (WEED)	0.00	0.00	0.00	0.00	0.00	(34,000.00)	(20,000.00)
01-1-6423-172 IPMA-Pine Pass-BC Hydro (WEED)	0.00	0.00	0.00	0.00	0.00	(8,500.00)	(3,000.00)
01-1-6423-173 IPMA-Pine Pass-Other/EDRR (WEED)	0.00	0.00	0.00	0.00	0.00	(315.00)	(1,260.52)
01-1-6423-176 IPMA-SP-Transportation Ministry (WEED)	0.00	0.00	0.00	0.00	0.00	(87,521.74)	(100,000.00)
01-1-6423-177 IPMA-SP-Forests Ministry (WEED)	0.00	0.00	0.00	0.00	0.00	(62,750.00)	(51,000.00)
01-1-6423-178 IPMA-SP-BC Hydro (WEED)	0.00	0.00	0.00	0.00	0.00	(2,000.00)	(7,000.00)
01-1-6423-179 IPMA - SP - Other/EDRR (WEED)	0.00	0.00	0.00	0.00	0.00	(5,000.00)	(87,879.27)
01-1-6423-181 IPMA-NP-Transportation Ministry (WEED)	0.00	0.00	0.00	0.00	0.00	(69,807.15)	(58,000.00)
01-1-6423-182 IPMA-NP-Forests Ministry (WEED)	0.00	0.00	0.00	0.00	0.00	(48,450.00)	(37,000.00)
01-1-6423-183 IPMA-NP-BC Hydro (WEED)	0.00	0.00	0.00	0.00	0.00	(4,500.00)	(5,000.00)
01-1-6423-184 IPMA-NP-Other/EDRR (WEED)	0.00	0.00	0.00	0.00	0.00	(23,500.00)	0.00
01-1-6423-185 IPMA-Monkman-Forestry Ministry (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-1-6423-190 Unappropriated surplus (WEED)	(157,024.00)	(157,024.00)	0.00	100.00	(157,270.00)	(161,426.00)	(163,879.08)
01-1-6423-198 Trsf fr Deferred Rev-Min of For. (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total REVENUES</b>	<b>(341,265.00)</b>	<b>(397,573.85)</b>	<b>56,308.85</b>	<b>116.50</b>	<b>(334,980.84)</b>	<b>(809,667.31)</b>	<b>(835,898.90)</b>
<b>EXPENDITURES</b>							
01-2-6423-200 Wages (Weed Control)	143,926.00	64,393.87	79,532.13	44.74	60,307.12	100,871.71	93,142.73
01-2-6423-205 Benefits (Weed Control)	37,611.00	15,235.88	22,375.12	40.51	10,968.87	18,546.28	14,568.10
01-2-6423-206 WCB (Weed Control)	1,728.00	812.51	915.49	47.02	681.47	1,070.52	975.43
01-2-6423-210 Trave/Train/Conf/Wrkshp (WEED)	7,500.00	1,382.83	6,117.17	18.44	2,740.85	3,380.13	4,319.71
01-2-6423-211 Travel, Use of RD Vehicle (WEED)	2,900.00	2,900.00	0.00	100.00	4,658.93	8,500.00	10,000.00
01-2-6423-212 Mileage In-Region (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-2-6423-215 Meals In-Region (WEED)	2,000.00	142.87	1,857.13	7.14	58.33	1,199.63	859.40
01-2-6423-216 Meetings (WEED)	10,000.00	383.73	9,616.27	3.84	772.25	8,261.76	0.00
01-2-6423-218 Memberships	400.00	400.00	0.00	100.00	0.00	0.00	0.00
01-2-6423-230 Comm. - telephone & internet (WEED)	1,500.00	788.88	711.12	52.59	693.57	934.42	1,094.65
01-2-6423-240 Advertising,Promotions,Education (WEED)	30,000.00	2,668.20	27,331.80	8.89	17,243.30	19,592.30	17,783.02
01-2-6423-242 IPMA Development (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	10,504.17
01-2-6423-244 Compliance & Enforcement	5,000.00	0.00	5,000.00	0.00	0.00	0.00	0.00
01-2-6423-250 Legal	5,000.00	0.00	5,000.00	0.00	0.00	0.00	0.00

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Invasive Plants Report

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		2015 BUDGET	2015 ACTUAL	DIFFERENCE	PERCENTAGE	2014 ACTUAL	2013 ACTUAL	2012 ACTUAL
01-2-6423-252	Consulting (WEED)	5,000.00	0.00	5,000.00	0.00	0.00	7,749.16	1,778.00
01-2-6423-260	Insurance (WEED)	2,900.00	2,875.74	24.26	99.16	2,935.15	2,799.56	2,048.52
01-2-6423-261	Administration fees (WEED)	20,800.00	20,800.00	0.00	100.00	20,800.00	20,800.00	20,800.00
01-2-6423-298	Bad Debts (WEED)	1,500.00	0.00	1,500.00	0.00	0.00	0.00	0.00
01-2-6423-299	Miscellaneous (WEED)	2,500.00	0.00	2,500.00	0.00	0.00	9,202.03	0.00
01-2-6423-361	Supplies - shop (WEED)	1,000.00	62.55	937.45	6.25	302.68	189.42	1,283.19
01-2-6423-362	Supplies - Office&Computer(Weed)	2,000.00	133.70	1,866.30	6.68	562.09	2,377.82	1,780.39
01-2-6423-431	Weed Disposal Bins (WEED)	3,000.00	768.11	2,231.89	25.60	1,434.49	1,734.45	1,202.27
01-2-6423-433	RD Properties Inspections & Work (WEEDS)	50,000.00	28,517.72	21,482.28	57.04	53,798.10	0.00	0.00
01-2-6423-529	Contract - Weed Control (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-2-6423-530	Contract - New Invader Program (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-2-6423-541	Contract - MoT Weed Program (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-2-6423-542	Contract - Oxeye Daisy Study (\$15K)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-2-6423-543	Contract-MOF Weed Program (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-2-6423-544	Contract-First Nations Partnerships (WEE	0.00	1,408.75	(1,408.75)	0.00	0.00	10,000.00	5,000.00
01-2-6423-600	Trsf to Res-Min. of Agr '10+'11 (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-2-6423-620	Trsf to Deferred Revenue (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-2-6423-642	Inv. Species Council-Program (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	1,024.10
01-2-6423-645	PPIPMA-Pine Pass (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-2-6423-646	SADM - Min of Trans (\$25K) (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-2-6423-647	SADM - Min of For (\$25K) (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-2-6423-648	SADM - Other (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-2-6423-649	IPMA-Pine Pass-Transportation Minist (WE	0.00	0.00	0.00	0.00	0.00	47,036.74	31,941.63
01-2-6423-650	IPMA-Pine Pass-Forests Ministry (WEED)	0.00	0.00	0.00	0.00	0.00	32,498.60	33,962.92
01-2-6423-651	IPMA-Pine Pass-BC Hydro (WEED)	0.00	0.00	0.00	0.00	0.00	8,678.62	8,691.11
01-2-6423-652	IPMA-Pine Pass-RD Inspection (WEED)	0.00	0.00	0.00	0.00	0.00	1,091.80	943.26
01-2-6423-653	IPMA-Pine Pass-OtherEDRR (WEED)	0.00	0.00	0.00	0.00	0.00	559.00	864.17
01-2-6423-656	IPMA-SP-Transportation Ministry (WEED)	0.00	0.00	0.00	0.00	0.00	87,521.74	129,773.24
01-2-6423-657	IPMA - SP - Forests Ministry (WEED)	0.00	0.00	0.00	0.00	0.00	66,406.31	62,661.68
01-2-6423-658	IPMA-SP-BC Hydro (WEED)	0.00	0.00	0.00	0.00	0.00	6,687.00	141.26
01-2-6423-659	IPMA-SP-RD Inspections (WEED)	0.00	0.00	0.00	0.00	0.00	26,413.75	34,781.94
01-2-6423-660	IPMA - SP - OtherEDRR (WEED)	0.00	0.00	0.00	0.00	0.00	4,959.00	30,976.71
01-2-6423-663	IPMA-NP-Transportation Ministry (WEED)	0.00	0.00	0.00	0.00	0.00	69,807.15	92,190.18
01-2-6423-664	IPMA-NP-Forests Ministry (WEED)	0.00	0.00	0.00	0.00	0.00	37,313.69	37,069.23
01-2-6423-665	IPMA-NP-BC Hydro (WEED)	0.00	0.00	0.00	0.00	0.00	9,190.15	5,053.43
01-2-6423-666	IPMA-NP-RD Inspections (WEED)	0.00	0.00	0.00	0.00	0.00	7,512.22	7,902.92
01-2-6423-667	IPMA - NP - Other/EDRR (WEED)	0.00	0.00	0.00	0.00	0.00	29,512.67	355.36
01-2-6423-668	IPMA-Monkman-Forestry Ministry (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-2-6423-670	Weed Warrior & Weed Free Forage Program	5,000.00	5,000.00	0.00	100.00	0.00	0.00	9,000.00
01-2-6423-700	Recoded account to 645	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-2-6423-701	Recode to 646	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-2-6423-702	SADM - Min of For (\$25K) (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-2-6423-703	SADM - Other (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01-2-6423-705	Weed Warrior Program (WEED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total EXPENDITURES</b>		<b>341,265.00</b>	<b>148,675.34</b>	<b>192,589.66</b>	<b>43.57</b>	<b>177,957.20</b>	<b>652,397.63</b>	<b>674,472.72</b>

September 10, 2015

Invasive Plants Report

For Period Ending 31-Dec-2015



R-2

	2015 BUDGET	2015 ACTUAL	DIFFERENCE	PERCENTAGE	2014 ACTUAL	2013 ACTUAL	2012 ACTUAL
Total Surplus (-)/Deficit	0.00	(248,898.51)	248,898.51	0.00	(157,023.64)	(157,269.68)	(161,426.18)



Peace River Regional District  
REPORT

**R-3**

To: Regional Board

Date: August 26, 2015

From: Electoral Area Directors Committee

Subject: Agricultural Advisory Committee (AAC) Revised Terms of Reference (TOR)

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RECOMMENDATION(S): (from July 16, 2015 EADC meeting)

That the Electoral Area Directors' Committee recommends to the Regional Board that the Terms of Reference for the Agriculture Advisory Committee be approved as presented by Bruce Simard, General Manager of Development Services.

BACKGROUND/RATIONALE:

July 10, 2014	Regional Board Resolution directing a review of the AAC Terms of Reference (TOR): RD/14/07/09 That the Regional Board review the Terms of Reference of the Agriculture Advisory Committee.
Nov 25, 2014	AAC regular meeting: Director Hiebert (as Chair of the AAC) lead a round table discussion with AAC members requesting comment regarding how the AAC can be focused, how the AAC could be strengthened and improved and comments about where the AAC is and where it needs to go.
Dec 18, 2014	EADC meeting: A "discussion brief" from the GM of Development Services and the comments from the Nov 25 AAC is considered regarding review of the AAC TOR - the matter is deferred to a future meeting.
June 18, 2015	EADC meeting: AAC TOR considered and revised; revised TOR referred to AAC for comment.
July 13, 2015	AAC meeting: Revised AAC TOR provided for AAC comment and discussion. Comments returned to EADC.
July 16, 2015	EADC meeting: To consider comments from AAC and finalize recommendation to Regional Board for revised TOR.
Sep 3, 2015	Regional Board considers revised AAC Terms of Reference

Staff Initials:

Dept. Head: *Bruce Simard*  
**September 10, 2015**

CAO:

*Ch. Birk*

Page 1 of 2

- The proposed AAC Terms of Reference as recommended by EADC on July 16, 2015 are attached.
- For reference, the current AAC Terms of Reference are also attached.

#### STRATEGIC PLAN RELEVANCE:

In preparation of the Strategic Plan (2015-2018) and consideration of Board Committees (2015), it was determined to retain and continue with the Agricultural Advisory Committee.

#### FINANCIAL CONSIDERATION(S):

Operation of the AAC is provided for in the annual budget.

#### COMMUNICATION CONSIDERATIONS:

The AAC has been consulted on two(2) occasions during review of the TOR.

#### OTHER CONSIDERATION(S):\*\*\*

The term of current AAC members expires in September 2015 and renewal of committee membership is scheduled to be initiated from mid-September to end of November. This is typically done by requesting nominees from designated producer groups (as list in the TOR) and public advertising for members at large. Candidates are then brought forward for appointment by the Regional Board.



# **PEACE RIVER REGIONAL DISTRICT AGRICULTURAL ADVISORY COMMITTEE TERMS OF REFERENCE**

## **1. PURPOSE**

- 1.1 The general mandate of the Agricultural Advisory Committee (the “AAC”) will include, but not be limited to the following:
- To provide advice via the Electoral Area Director’s Committee, to the Regional Board on matters relating to, or influencing agriculture in the region.
- 1.2 The AAC will advise the Peace River Regional District Board on agricultural issues within the region, including:
- Assisting with comprehensive reviews in development of:
    - official community plans, by recommending ag sector participants for the review process;
    - regulatory bylaws pertaining to agriculture;
    - agricultural area plans.
  - Development proposals with potential impacts on agriculture, as referred by the Regional Board.
  - Water management issues.
  - 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 a primary and alternate delegate for participation on the AAC, from which the Chair will make recommendations to the Regional Board for appointment to the AAC 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, (West Peace, South Peace and North Peace) who have an interest in agriculture, and appoint such members for a period of up to two (2) years. Applicants may also recommend an alternate.
- 2.4 Members shall be eligible for re-appointment to a maximum of three (3) successive terms, including partial terms. Former AAC members can re-apply for appointment after a minimum one (1) year absence period following three (3) successive terms. This policy is to apply from the adoption date forward and will not apply to the time of existing members prior to adoption of this policy.
- 2.5 All Electoral Area Directors shall be non-voting liaison members of the AAC.
- 2.6 The Regional Board Chair will always be ex-officio to the AAC.
- 2.7 Advisors (non-voting) from provincial and federal government agencies may be invited as necessary.



**3. PROCEDURES**

- 3.1 The AAC is advisory and all recommendations will be forwarded to the Electoral Area Directors Committee for review, prior to consideration by the Regional Board.
- 3.2 The AAC 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. Regional Board Directors are not eligible for the position of AAC Chair.
- 3.3 The AAC may meet quarterly, and/or at the call of the AAC Chair as necessary, unless there are no agenda items to be reviewed.
- 3.4 At all meetings, five (5) members (not including Regional Board Directors), shall constitute a quorum, and are the minimum number required to hold a meeting.
- 3.5 In the event an appointed Member is unable to attend the AAC meeting his/her Alternate may attend. An Alternate may attend any AAC 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 AAC will be provided by the Peace River Regional District.
- 3.9 Operating procedures shall be established pursuant to procedures set out in “Peace River Regional District Procedure Bylaw No. 1633, 2006.”
- 3.10 AAC 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.
- 3.11 Agendas and minutes shall be provided to appointed members and their sponsoring organizations as applicable.

**4 ANNUAL REVIEW**

- 4.1 The Electoral Area Directors Committee (EADC) will review the terms of reference (TOR), procedures and effectiveness of the AAC on an annual basis, and report to the Regional Board with recommendations by December 31 of each year (starting in 2016).



## 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.

**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.



# Peace River Regional District REPORT

R-4

To: Board of Directors

Date: August 27, 2015

From: Fran Haughian, Manager of Communications

**Subject: Communications and Public Engagement Plans for Referendum(s)**

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## RECOMMENDATION(S):

**#1 THAT** the Communications and Engagement Plan for the proposed Electoral Area B, C, D Water Function Referendum be approved.

**#2 THAT the** Communications and Engagement Plan for the proposed Electoral Area's B & C Sewer Function Referendum be approved.

## BACKGROUND/RATIONALE:

Each plan ensures that the PRRD is reaching out to stakeholders and constituencies effectively by:

1. Identifying staff, budget and time requirements
2. Clarifying staff members', stakeholders' and others' roles in the process
3. Identifying a variety of communications and engagement activities
4. Supporting strategic messaging
5. Managing reputation

## STRATEGIC PLAN RELEVANCE:

3.2 Rural Servicing

Strategic Objective #14

3.2.2 Secure water and sewer servicing for the rural areas.

3.1 Marketing

Strategic Objective #13

The PRRD will increase awareness of the Peace River Regional District through a comprehensive marketing and communications plan.

**FINANCIAL CONSIDERATION(S):** Budgeted for in the 2015- \$50,000.

Admin/Feasibility funds budget- Statutory advertising, hall rentals, election official's wages, mail outs- \$20,000.

Communications budget- Media and communications for the public meetings, a mail out to Electoral Areas B, C & D and the "Get out and Vote" campaign \$30,000.

September 10, 2015

Staff Initials: FH

Dept. Head: CAO: *Chibrik* Page 1 of 2

**COMMUNICATIONS CONSIDERATION(S):** the communications plan is all medium encompassing; radio, print, social media and posters will be utilized to get the messaging about the referendum and the meetings out to the people.

**OTHER CONSIDERATION(S):**

**ENGAGEMENT / PUBLIC PARTICIPATION SPECTRUM**

**INFORM** – to provide the public with balanced and objective information to assist them in understanding the problem, alternatives and or solutions through the public meeting process.

**EMPOWER**- to place final decision making in the hands of the public through a referendum process.

**ATTACHMENTS:**

1. Communications and Engagement Plan Electoral Area B,C and D Water Referendum
2. Communications and Engagement Plan Electoral Area's B &C Water & Sewer Referendum.

Updated: May 22, 2015

## ELECTORAL AREA DIRECTORS' COMMITTEE

### DIARY ITEMS

<u>Item</u>	<u>Status</u>	<u>Notes</u>	<u>Diarized</u>
1. Farmer's Advocacy Office	on-going	provide the agenda and meeting notes of the Farmer's Advocacy meetings on a quarterly basis	May 21, 2015

Reception DC

**From:** Finance Committee <FinanceCommittee@leg.bc.ca>  
**Sent:** August-26-15 3:27 PM  
**To:** Finance Committee  
**Subject:** Select Standing Committee on Finance and Government Services – annual budget consultation process



Good afternoon,

As a previous participant in the work of the Select Standing Committee on Finance and Government Services, we are writing to advise you that the Committee will be undertaking its annual budget consultation process in the weeks ahead. These annual consultations provide a unique opportunity for British Columbians to present their views on the upcoming provincial budget. You are invited to participate again this year by presenting at a community public hearing in person or by conference call, sending a written submission or an audio or video file, or completing an online survey.

The list of community public hearing dates and times are posted on the Committee's website, along with information regarding the work of the Committee and its membership: [www.leg.bc.ca/cmt/finance](http://www.leg.bc.ca/cmt/finance).

Registration for the community public hearings opens at 9:00 a.m. on Tuesday, September 1, 2015. To register, please contact the Parliamentary Committees Office by phone, 250 356 2933 or toll-free 1 877 428 8337, or by email, [FinanceCommittee@leg.bc.ca](mailto:FinanceCommittee@leg.bc.ca), and include the presenter and organization name(s) and full contact information.

Should you choose to send a written submission, an audio or video file, or a completed online survey, the Committee's website will provide information on opportunities to respond to the questions in the *Budget 2016 Consultation Paper*. Once released, by September 15, 2015, the *Budget 2016 Consultation Paper* will be made available on the Committee's website.

Please note that the deadline for all public input is Thursday, October 15, 2015.

Should you have any questions regarding the work of the Committee or the registration process, please do not hesitate to contact us.

Sincerely,

Wm. Scott Hamilton, MLA (Delta North), Chair  
Carole James, MLA (Victoria-Beacon Hill), Deputy Chair  
Select Standing Committee on Finance and Government Services  
Legislative Assembly of British Columbia

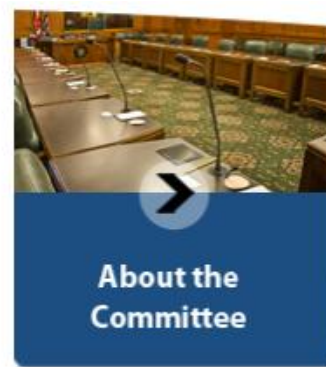
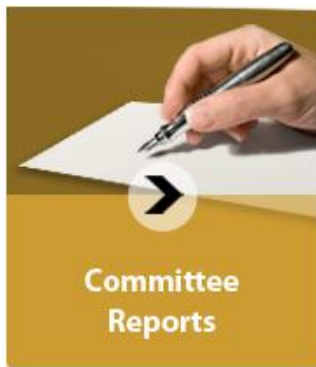
c/o Parliamentary Committees Office  
Room 224 Parliament Buildings Victoria BC V8V 1X4  
p: 250-356-2933 | toll-free in BC 1 877-428-8337 | f: 250-356-8172  
<http://www.leg.bc.ca/cmt/finance>

September 10, 2015



## Select Standing Committee on Finance and Government Services

NB-1

40th Parliament – **4th Session** (Current Session) – [1st Session](#) – [2nd Session](#) – [3rd Session](#) – [Previous Parliaments](#)

## Budget 2016 Consultations Community Public Hearings

British Columbians are invited to participate in the Budget 2016 Consultations by attending a public hearing or by registering to make a brief presentation to the Committee in the communities listed below. This year's consultations have been adapted to accommodate the fall sitting of the Legislative Assembly which begins on Monday, September 28, 2015. Conference call options will also be available.

To register, please contact the Parliamentary Committees Office by phone (1-877-428-8337 or 250-356-2933) or by **email** and include the presenter and organization name(s) and full contact information.

Read the **privacy policy**.


Read the **guidelines for making an oral submission**.

*Please note: Due to time constraints, the Committee is unable to accommodate PowerPoint presentations. Please provide the Committee with 14 copies of any written material you would like to distribute to Committee Members at the time of your presentation. The Committee would also appreciate receiving an electronic copy of your presentation by email either before or shortly after your appearance. Please submit to: [FinanceCommittee@leg.bc.ca](mailto:FinanceCommittee@leg.bc.ca).*

Place	Date	Time (PDT)	Agenda
<b>Victoria</b> Douglas Fir Committee Room, Room 226, Parliament Buildings	Tuesday, September 15, 2015	9:00 am to 4:00 pm	1) Office of the Ombudsperson: Supplementary Budget Request 2) Public Hearing - In person, Skype or conference call
<b>Castlegar</b> Grand Ballroom, 1810 8th Ave, Fireside Inn	Wednesday, September 16, 2015	9:00 am to 12:00 pm	Public Hearing - In person or conference call
<b>Kelowna</b> Cedar Room, 2170 Harvey Ave, Ramada Hotel and Conference Centre	Wednesday, September 16, 2015	4:30 pm to 8:30 pm	Public Hearing - In person or conference call
<b>Kamloops</b> Sun Dial Room, 1175 Rogers Way, Four Points Sheraton	Thursday, September 17, 2015	8:30 am to 12:30 pm	Public Hearing - In person or conference call
<b>Nanaimo</b> Departure Bay Room A/B, 101 Gordon Street, Nanaimo Convention Centre	Thursday, September 17, 2015	4:00 pm to 8:00 pm	Public Hearing - In person or conference call
<b>Vancouver</b> C680 - HSBC Hall, 800 Robson Square, UBC Robson Square	Monday, September 21, 2015	10:00 am to 5:00 pm	Public Hearing - In person or conference call

**September 10, 2015**

<b>Delta</b>	Monday, September 28, 2015	9:00 am to 12:00 pm	<b>NB-1</b> <i>Public Hearing - Skype or conference call</i>
<b>Prince George</b> <i>Videoconference: Location TBC</i>	Tuesday, September 29, 2015	4:00 pm to 7:00 pm	<i>Public Hearing</i>
<b>Dawson Creek</b>	Wednesday, September 30, 2015	8:00 am to 12:00 pm	<i>Public Hearing - Skype or conference call</i>
<b>Terrace</b>	Wednesday, September 30, 2015	8:00 am to 12:00 pm	<i>Public Hearing - Skype or conference call</i>
<b>Williams Lake</b> <i>Videoconference: 266 Oliver Street, Community Futures Cariboo-Chilcotin</i>	Wednesday, September 30, 2015	8:00 am to 12:00 pm	<i>Public Hearing - Videoconference, Skype or conference call</i>
<b>Abbotsford</b>	Wednesday, September 30, 2015	4:00 pm to 7:00pm	<i>Public Hearing - Skype or conference call</i>
<b>Fort St John</b> <i>Videoconference: Room 183, 9820 120 Ave, Northern Lights College</i>	Wednesday, October 7, 2015	9:00 am to 12:00 pm	<i>Public Hearing - Videoconference, Skype or conference call</i>
<b>Fort Nelson</b> <i>Videoconference: TBD, Fort Nelson Campus, Northern Lights College, 5201 Simpson Trail</i>	Wednesday, October 7, 2015	9:00 am to 12:00 pm	<i>Public Hearing - Videoconference, Skype or conference call</i>
<b>Quesnel</b> <i>Videoconference: TBD, College of New Caledonia, Quesnel Campus, 100 Campus Way</i>	Wednesday, October 7, 2015	9:00 am to 12:00	<i>Public Hearing - Videoconference, Skype or conference call</i>
<b>Cranbrook</b> <i>Videoconference: Video Conference Room, Community Futures East Kootenay, 110A Slater Road NW</i>	Wednesday, October 7, 2015	9:00 am to 12:00 pm <b>Note:</b> 10:00 a.m. to 1:00 p.m. (MDT) for Cranbrook residents	<i>Public Hearing - Videoconference, Skype or conference call</i>
<b>Surrey</b> <i>Tynehead Room 1 and 2, 15269 104 Ave., Sheraton Guildford Hotel</i>	Tuesday, October 13, 2015	10:00 am to 5:00 pm	<i>Public Hearing - In person or conference call</i>

Follow us:  **September 10, 2015**