



DISTRICT OF TAYLOR

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October 5, 2020

Peace River Regional District
Attn: Trish Morgan, General Manager of Community Services
Box 810, 1981 Alaska Avenue
Dawson Creek, BC V1G 4H8

Dear Ms. Morgan,

Re: North Peace Leisure Pool Facility Replacement Steering Committee Terms of Reference

Please be advised that the draft North Peace Leisure Pool Facility Replacement Steering Committee Terms of Reference were reviewed at the District of Taylor Committee of the Whole Meeting held on Tuesday, September 8, 2020, and the following feedback was provided by the Committee. The Committee requested that the following suggested changes to the Terms of Reference be considered:

- Amend the terms of reference to include the Peace River Regional District and member local governments in the receipt of information from the Steering Committee on recommendations, input, feedback, advice, options, and reports. The intent of this amendment is to ensure that any information being reported by the Steering Committee to the Peace River Regional District Board of Directors is also distributed to member local governments for review. Applicable sections for the suggested amendment would include 2.1, 2.2, 3.1, 4.4, 8.1, 8.2, and 8.3.
- **Steering Committee Organization: Section 4.3:** Quorum must consist of at least one participant from each local government to ensure that member local governments are represented throughout the decision making process. In addition, quorum must consist of sufficient Steering Committee member participants, so that more than half of the Committee representatives are in attendance throughout the decision making process.
- **Steering Committee Organization: Section 4.4:** Include a statement in the terms of reference related to voting options to provide opportunity to obtain consensus prior to voting, and that if consensus cannot be obtained then a vote will take place.

The District of Taylor looks forward to working collaboratively with the Peace River Regional District and participating municipalities on the North Peace Leisure Pool Facility Replacement Project. The proposed amendments described above will encourage more positive and effective communication between all parties.

If you wish to further discuss the suggested amendments, please contact me by telephone at (250) 789-3392 or at ayoung@districtoftaylor.com.

Sincerely Yours,


Andrew Young, MCIP/RPP
Chief Administrative Officer

c: PRRD Directors
District of Taylor Council