



REPORT

To: Chair and Directors

Report Number: ADM-BRD-100

From: Kelsey Bates, Deputy Corporate Officer

Date: October 29, 2020

Subject: Policies for Repeal

RECOMMENDATION #1: [Corporate Unweighted]

That the Regional Board repeal the Blackfoot Park Commission Policy.

RECOMMENDATION #2: [Corporate Unweighted]

That the Regional Board repeal the Charlie Lake Sewer System Policy.

RECOMMENDATION #3: [Corporate Unweighted]

That the Regional Board repeal the Committee of the Whole Terms of Reference Policy.

RECOMMENDATION #4: [Corporate Unweighted]

That the Regional Board repeal the Charlie Lake Local Community Commission Minutes Policy.

BACKGROUND/RATIONALE:

The Peace River Regional District 2019-2022 Strategic Plan includes completion of a comprehensive policy review as a strategy under Organizational Effectiveness.

The policies noted above are proposed for repeal for the following reasons:

1. Blackfoot Park Commission Policy

This Policy simply refers to Bylaw No. 591, 1988, which establishes the Blackfoot Park Commission, and is not necessary.

2. Charlie Lake Sewer System Policy

This Policy is specifically regarding MOE Permit PE12810, which is no longer in effect; as the PRRD has a Municipal Wastewater Registration. This Policy is obsolete. The PRRD could consider a general permit policy in the future as opposed to permit specific policies.

3. Committee of the Whole (CoW) Terms of Reference

This Policy is captured in the PRRD's Board Procedure Bylaw, except for the following bullets:

- a. Topic items must be assigned to the CoW by the PRRD Board only;
- b. All CoW meetings are open to public viewing (not public participation);
- c. There is no opportunity to add additional items to a CoW agenda;
- d. Guests (delegations) making presentation to the CoW will be formally limited to a 15 minute presentation as per the Meeting Procedure Bylaw, but with permission of the Directors, may extend the time permitted for a guest to present;

These additional headings not included in the Procedure Bylaw are not adhered to and/or are obsolete:

- a. Topics are assigned to CoW Meetings by both the Regional Board and the Chief Administrative Officer.
- b. CoW Meetings are open to the public, unless authorized to be in closed session – as per Section 226 of the *Local Government Act* which makes Part 4 – Public Participation an Council Accountability, Division 3 – Open Meetings of the *Community Charter* applicable to Regional Districts, and obligates open meetings of the Board and its committees and commissions, unless authorized by Section 90 of the *Community Charter*.
- c. The agenda template for CoW Meetings does not allow for additional items. Agenda headings include: Call to Order, Adoption of Agenda, Gallery Comments or Questions, Delegations, Reports, Media Questions, and Adjournment.
- d. The Procedure Bylaw, which applies to Committees and Commissions unless otherwise specified in their terms of reference, provides guidelines for Delegations, including the 15 minute maximum, unless otherwise permitted by resolution of the Regional Board.

4. Charlie Lake Local Community Commission Minutes Policy

This Policy states that all minutes of the Charlie Lake Local Community Commission are to be placed on a regular Board agenda, and that all recommendations are dealt with individually. The Charlie Lake Local Community Commission has been dormant since January 1, 2007 and staff propose repeal of the commission (which must be done by bylaw) in the near future to fully extinguish this commission.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Organizational Effectiveness
- ☒ Comprehensive Policy Review

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

Policy updates will be communicated to staff, and be reflected in the upcoming public policy manual.

OTHER CONSIDERATION(S):

None at this time.

Attachments:

1. Blackfoot Park Commission Policy
2. Charlie Lake Sewer System Policy
3. Committee of the Whole Terms of Reference
4. Charlie Lake Local Community Commission Minutes Policy