



REPORT

To: Chair and Directors

Report Number: CS-BRD-025

From: Trish Morgan, General Manager of Community Services

Date: October 6, 2020

Subject: **NPLP Facility Replacement Steering Committee Terms of Reference**

RECOMMENDATION #1: [Corporate Unweighted]

That the Regional Board approve, in principle, the following amendments to the draft “North Peace Leisure Pool Replacement Steering Committee Terms of Reference”:

1. Adding the parameter that quorum must include at least one participant from each local government represented on the Steering Committee.
2. Adding language for consensus decisions, with majority vote determinations to be used only where consensus cannot be found.
3. Adding item 8.4, which states that “all meeting agendas, meeting minutes and reports be forwarded to local governments who are members of the Steering Committee for information.”

Further, that the draft amended Terms of Reference (ToR) be sent to the District of Taylor and the City of Fort St. John for their consideration and approval; and further,

That should the District and the City approve the Terms of Reference, that the District be requested to appoint two members of their Council to the Steering Committee; finally,

That should both the City and the District both approve the amended ToR, that it come back to the Regional Board for formal adoption.

RECOMMENDATION #2: [Corporate Unweighted]

That the Regional Board appoint Mayor Lori Ackerman and Councillor Trevor Bolin to the “North Peace Leisure Pool Replacement Steering Committee”, as per the recommendation from the City of Fort St. John.

BACKGROUND/RATIONALE:

Following the August 13, 2020 Regional Board Meeting, the Terms of Reference (ToR), adopted in principle by the Regional Board, for the North Peace Leisure Pool Replacement Steering Committee were sent to the City of Fort St. John and District of Taylor for approval and feedback.

The City of Fort St. John approved the ToR, and appointed Mayor Lori Ackerman and Councillor Trevor Bolin to the Committee.

The District of Taylor provided feedback to the first draft of the ToR, which has been included in the amendments; these changes are highlighted in yellow in the attachment. If the amendments are

approved, the ToR will be sent back to each of the Councils for final approval, with a request for the District of Taylor to appoint two members to the Committee. The Regional Board will have final consideration of approval of the ToR after that time.

Note that all agendas, minutes and reports will be publicly available on the PRRD's website on the "Agendas and Minutes" webpage. Further, once the second round of public consultation is started the PRRD's [North Peace Leisure Pool Replacement Study Engage Page](#) will be updated. Elected officials appointed to the Committee will be sent agendas, minutes and reports directly, as well as to their staff who are supporting them on the Committee. Regional District staff will be responsible for all administration related to the Committee.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Partnerships
- ☒ Collaboration with Local and First Nations governments

FINANCIAL CONSIDERATION(S):

In 2018, \$200,000 was requisitioned for a feasibility study, and approximately \$100,000 remains in that fund to complete the project.

COMMUNICATIONS CONSIDERATION(S):

None.

OTHER CONSIDERATION(S):

On June 25, 2020 the Regional Board passed the following resolution:

MOVED, SECONDED, and CARRIED

That the Regional Board support in principle the establishment of a Steering Committee to oversee the development of the new North Peace Leisure Pool, subject to agreement from both the City of Fort St. John and the District of Taylor; further, that should all three parties agree to this Steering Committee, that the membership consist of elected officials from the PRRD (Electoral Areas B and C), two council members each from the City of Fort St. John and the District of Taylor; and finally, with favourable support from the City of Fort St. John and District of Taylor, that the Steering Committee be supported by staff from the three local governments.

On July 9, 2020 the Regional Board passed the following resolution:

MOVED, SECONDED, and CARRIED

That the Regional Board authorize that the Terms of Reference for the North Peace Leisure Pool Steering Committee include membership as follows:

- a) The Area B Director and Alternate Director

- b) The Area C Director and Alternate Director
- c) Two (2) council members from the City of Fort St. John.
- d) Two (2) council members from the District of Taylor.

On August 13, 2020 the Regional Board passed the following resolution:

MOVED, SECONDED, and CARRIED

That the Regional Board approve the “North Peace Leisure Pool Replacement Steering Committee Terms of Reference”, which establishes the term, purpose, goals, and required proceedings of the Steering Committee for the duration of the North Peace Leisure Pool replacement project, in principle; further,

that the approved Terms of Reference be sent to the District of Taylor and the City of Fort St. John for their consideration and approval; and further,

that should the District and the City approve the Terms of Reference, that they each be requested to appoint two members of their Council to the Steering Committee; and finally,

upon approval of the Steering Committee Terms of Reference by all participating local governments, that the Regional Board appoint the Area ‘B’ Director, the Alternate Area ‘B’ Director, the Area ‘C’ Director, and the Alternate Area ‘C’ Director to the North Peace Leisure Pool Replacement Steering Committee.

Attachments:

1. North Peace Leisure Pool Facility Replacement Committee Draft Amended Terms of Reference
2. Sept. 22, 2020 Letter from City of Fort St. John re: Appointment of Members to Committee
3. Oct. 5, 2020 Letter from District of Taylor re: NPLP Steering Committee ToR