



# REPORT

To: Chair and Directors

Report Number: ADM-BRD-118

From: Tyra Henderson, Corporate Officer

Date: January 14, 2021

Subject: **2021 Board Appointments**

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**RECOMMENDATION #1: *[Corporate Unweighted]***

That the Regional Board appoint Janet Wark in place of Rochelle Galbraith on the Chetwynd Library Advisory Committee; further, that the Chetwynd Library Board recommend a second board Representative for the Regional Board's consideration after their January Library Board Meeting.

**RECOMMENDATION #2: *[Corporate Unweighted]***

That the Regional Board dissolve the North Peace Rural Roads Committee as the phase five final contract for the project is complete and there is no authority/function for the initiative to continue.

**RECOMMENDATION #3: *[Corporate Unweighted]***

That the Regional Board extend the term of all members on the Solid Waste Management Plan Technical Advisory Committee until the revised Regional Solid Waste Management Plan has been approved by the Province.

**RECOMMENDATION #4: *[Corporate Unweighted]***

That the District of Chetwynd appointments of Mayor Courtoreille, Councillor Clay Bassendowski, and Councillor Janet Wark to the Chetwynd Civic Properties Commission be accepted by the Peace River Regional District; further, that the Regional Board reaffirm Walter MacFarlane and Larry Houley as Area E appointees to the Commission.

**RECOMMENDATION #5: *[Corporate Unweighted]***

That the Regional Board approve Director Bumstead as a voting member for the Municipal Insurance Association of BC and Leanne Milliken, Procurement Officer as the alternate voting member for the Peace River Regional District.

**RECOMMENDATION #6: *[Corporate Unweighted]***

That the 2021 Board Appointments List be endorsed.

**BACKGROUND/RATIONALE:**

The Regional Board has the ability under the *Local Government Act*, Section 218, to appoint a select committee to inquire into a matter and report its finding to the Board. The Chair may also establish standing committees for matters the Chair considers would be better dealt with by the committee and may appoint persons to those committees. The PRRD has a number of both standing and select committees. Annually, a review of the appointments is necessary to update or renew appointments. In addition, there are several liaison appointments to various external agencies and organizations included on the overall Board Appointments List.

Proposed Changes to the 2021 Board Appointments List include:

Solid Waste Committee Meeting

At the December 11<sup>th</sup> Regional Board Meeting, a draft Terms of Reference were presented to the Board for consideration. The Regional Board provided staff with amendments to the Terms of Reference that included recommendations to expand the committee from five members (Dawson Creek, Fort St. John, Chetwynd, and Electoral Area B and E), to six members, Dawson Creek, Fort St. John, two electoral area directors, one from each of the North Peace and South Peace, and two small member community directors, one from each of the North Peace and the South Peace. The Solid Waste Committee is a standing committee and the members appointed by the Chair are reflected on the Board Appointments List.

Chetwynd Public Library Advisory Committee

Staff received a letter from the District of Chetwynd appointing Councillor Janet Wark to the Chetwynd Public Library Advisory Committee as a District of Chetwynd Representative replacing Councillor Rochelle Galbraith. Sara Hoehn, the representative from the Chetwynd Library Board, will continue to serve on the Advisory Committee; however, Tanya Harmacek will be replaced with another member at the January 26<sup>th</sup> Library Board meeting. Staff will update the list once the representative's name is received and confirmed by the Board.

North Peace Leisure Pool Facility Replacement Steering Committee

The Terms of Reference for the North Peace Leisure Pool Facility Replacement Steering Committee are under review and once they are approved, the committee and its members will be added to the 2021 Appointment list.

North Peace Rural Roads Committee

The Regional Board approved a RFP for a qualified professional to complete the Rural Roads Project by December 31, 2020. Jackie Kjos, JK Solutions Ltd., will provide the Regional Board with a final contract report in January 2021; therefore, the North Peace Rural Roads Committee is no longer required.

Plan Technical Advisory Committee

The Solid Waste Plan Technical Advisory Committee (PTAC) replaced the Solid Waste Plan Monitoring Committee for one year as part of the Solid Waste Management Plan Update. The Terms of Reference for the PTAC were approved by the Regional Board on October 10, 2019. The PTAC is in the process of revising the Regional Solid Waste Management Plan and once completed, staff will forward the revised plan to the Province for consideration. Once a new Solid Waste Plan has been approved, the Technical Advisory Committee will be dissolved and a Solid Waste Plan Monitoring and Advisory Committee (PMAC) will need to be re-established. The Board has requested consideration be given to potential conflict of interest for members when the PMAC is re-established.

Chetwynd Civic Properties Commission

These appointments are confirmation of the new Chetwynd Civic Properties Commission members as proposed by Area E Director Rose and the District of Chetwynd, as per the terms of the bylaw.

Emergency Executive Committee

The Emergency Executive Committee composition is specified in Bylaw 1599, which states: “consists of the Electoral Area Directors in Areas B, C, D, and E” ... and “others may be appointed to the Committee by the Board from time to time.” City of Dawson Creek and City of Fort St. John Directors have been participating in the committee for some time.

**ALTERNATIVE OPTIONS:**

1. That the Chair provide an alternate direction regarding appointments to those committees that are within his authority as Chair to appoint.
2. That the Regional Board provide an alternate direction regarding appointments that are at the pleasure of the Board.
3. That the Regional Board provide an alternate direction regarding any committees that are to be retained or dissolved.

**STRATEGIC PLAN RELEVANCE:**

- ☒ Not Applicable to Strategic Plan.

**FINANCIAL CONSIDERATION(S):****COMMUNICATIONS CONSIDERATION(S):**

New appointees will be provided with background information regarding the committees or groups they are appointed to. Thank You letters will be sent to all committee members that are not staff or elected officials at the PRRD.

**OTHER CONSIDERATION(S):**

Attachments:

1. Draft 2021 Board Appointments List
2. District of Chetwynd – Civic Properties Commission Appointments
3. District of Chetwynd – Chetwynd Public Library Advisory Committee Appointments