



# REPORT

To: Chair and Directors

Report Number: CS-BRD-035

From: Trish Morgan, General Manager of Community Services

Date: January 28, 2021

**Subject: North Peace Leisure Facility Replacement Steering Committee Terms of Reference**

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

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

- That section 2.2(e) be amended back to the original wording to state “Service area boundary options.”
- That section 2.2(f) be amended back to the original wording to state “Options for methods of assent.”
- That section 2.2(g) be amended to state “Options for the current facility end of life be determined by the North Peace Leisure Pool Commission.”

further, that the draft amended Terms of Reference be sent to the District of Taylor and the City of Fort St. John for consideration and approval; and further, that should the District and the City approve the Terms of Reference and that should the City and the District both approve the amended Terms of Reference, that it come back to the Regional Board for formal adoption.

## **BACKGROUND/RATIONALE:**

At the November 26, 2020 meeting of the Regional Board, the following amendments to the North Peace Leisure Facility Replacement Steering Committee” Terms of Reference (ToR) were approved in principle, and forwarded to the District of Taylor and the City of Fort St John for consideration:

### **North Peace Leisure Facility Replacement Steering Committee Terms of Reference**

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

- a) Remove Section 2.2 (a) (i), which identifies a swimming pool as a recreational amenity for possible inclusion in the facility, and add ‘North Peace Leisure Pool Replacement’ (the project) to the pretext; and
  - b) Replace Section 2.2 (e) with “each jurisdiction has the right and responsibility to determine their boundary options”; and
  - c) Replace Section 2.2 (f) with “each jurisdiction has the right and responsibility to determine the method of assent within their jurisdiction”; and
  - d) Insert Section 2.2 (g) with “options for the current facility at end of life”; and further,
- That the approved 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 TOR, that the District be requested to appoint two members of their Council to the Steering

Committee; finally, that should the City and the District both approve the amended TOR, that the TOR come back to the Regional Board for formal adoption.

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

- a) Adding the parameter that quorum must include at least one participant from each jurisdiction represented on the Steering Committee,
- b) Adding language for consensus decisions, with majority vote determinations to be used only where consensus cannot be found.
- c) 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 ToR, that the District be requested to appoint two members of their Council to the Steering Committee; finally, that should the City and the District both approve the amended ToR, that it come back to the Regional Board for formal adoption.

The City of Fort St John’s Council met on January 11, 2021 and resolved the following:

RESOLUTION NO. 5/21

“THAT, the letter and revised draft North Peace Leisure Pool Facility Replacement Steering Committee’s Terms of Reference from the Peace River Regional District be received,  
THAT, the following comments be forwarded to the PRRD for their consideration:

- the suggested wording change to Section 2.2(e) each jurisdiction has the right and responsibility to determine their boundary options be rejected and the original wording retained,
- the suggested wording change to Section 2.2(f) each jurisdiction has the right and responsibility to determine the method of elector assent be rejected and the original wording retained,
- Section 2.2(g) options for the current building at the end of life be removed and designated as a responsibility for the North Peace Leisure Pool Commission to decide,

AND FURTHER THAT, the remainder of the changes identified in the draft are acceptable to Fort St. John City Council.”

Changes recommended by the City of Fort St John are in **blue** on the draft ToR (attached).

The District of Taylor’s Council met on December 7, 2020 and resolved to approve the ToR as written. Previous changes recommended by the District of Taylor are in **yellow** on the draft TOR (attached).

Changes recommended by the Electoral Area B Director are in **green** on the draft TOR (attached).

### **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, with approximately \$100,000 remaining to complete the project.

## **COMMUNICATIONS CONSIDERATION(S):**

Should the resolution be adopted, the draft Terms of Reference (as attached) will be sent to the District of Taylor and the City of Fort St. John for review, requesting their endorsement of the proposed changes.

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

None.

### **Attachments:**

1. City of Fort St John Letter RE: Revised North Peace Leisure Facility Replacement Steering Committee Terms of Reference, January 14, 2021.
2. District of Taylor Letter RE: North Peace Leisure Facility Replacement Steering Committee Terms of Reference, December 10, 2020.
3. Draft North Peace Leisure Facility Replacement Steering Committee Terms of Reference with amendments (January 19, 2021).

### **External Links:**

1. North Peace Leisure Facility Replacement Steering Committee Terms of Reference DR-BRD-011 & CS-BRD-027 (November 26, 2020 Agenda) – See Item [10.3 & 10.4](#)
2. North Peace Leisure Facility Replacement Steering Committee Terms of Reference CS-BRD-025 (October 22, 2020 Agenda) – See Item [10.8](#)
3. North Peace Leisure Facility Replacement Steering Committee Terms of Reference CS-BRD-011 (August 13, 2020 Agenda) – See Item [10.18](#)