

PEACE RIVER REGIONAL DISTRICT

By-law No. 1531, 2004

A By-law for the establishment, maintenance and operation
of a Joint Venture Economic Development Commission
on behalf of the City of Fort St. John, the District of Taylor,
the District of Hudson's Hope, and Electoral Areas "B" and "C".

WHEREAS the Peace River-Liard Regional District was granted by supplementary
Letters Patent dated February 24, 1978 the function of Economic Development Commission;

AND WHEREAS Section two (2) of the supplementary Letters Patent provides that the
Regional Board may undertake, establish, maintain and operate an Economic Development
Commission or Commissions on behalf of one or more participating member municipalities;

AND WHEREAS it is deemed advisable to establish and operate commissions on behalf
of the participants and to bring these commissions together in a joint venture to provide general
economic development within the boundaries of the participating electoral areas and
incorporated municipalities;

AND WHEREAS letters and resolutions of consent, as applicable, have been received
from the incorporated municipalities of Fort St. John, Taylor, Hudson's Hope and the Directors
of Electoral Areas "B" and "C";

NOW THEREFORE the Regional Board of the Peace River Regional District, in open
meeting assembled, enacts as follows:

1. (a) There is hereby established an Economic Development Commission on behalf of
Electoral Area "B" and the Electoral Area Director is appointed thereto with the
authority and power to appoint an alternate.
- (b) The Regional District may include in its budgets for Electoral Area "B" provision for
expenditures including grants-in-aid for this function and the annual net cost shall
be borne directly by Electoral Area "B" and the cost shall be recovered by a levy on
assessments of improvements only which may be taxed in the current year for
Regional Hospital District taxation purposes.
2. (a) There is hereby established an Economic Development Commission on behalf of
Electoral Area "C" and the Electoral Area Director is appointed thereto with the
authority and power to appoint an alternate.
- (b) The Regional District may include in its budgets for Electoral Area "C" provision for
expenditures including grants-in-aid for this function and the annual net cost shall
be borne directly by Electoral Area "C" and the cost shall be recovered by a levy on
assessments of improvements only which may be taxed in the current year for
Regional Hospital District taxation purposes.
3. (a) There is hereby established an Economic Development Commission on behalf of
the District of Hudson's Hope and the Council shall appoint a representative and an
alternate.
- (b) The Regional District may include in its budgets for the District of Hudson's Hope
provision for expenditures including grants-in-aid for this function and the annual net
cost shall be recovered by a levy on assessments of land and improvements which
may be taxed in the current year for general municipal purposes.

4.
 - (a) There is hereby established an Economic Development Commission on behalf of the District of Taylor and the Council shall appoint a representative and an alternate.
 - (b) The Regional District may include in its budgets for the District of Taylor provision for expenditures including grants-in-aid for this function and the annual net cost shall be recovered by a levy on assessments of land and improvements which may be taxed in the current year for general municipal purposes.
5.
 - (a) There is hereby established an Economic Development Commission on behalf of the City of Fort St. John and the Council shall appoint representative and an alternate.
 - (b) The Regional District may include in its budgets for the City of Fort St. John provision for expenditures including grants-in-aid for this function and the annual net cost shall be recovered by a levy on assessments of land and improvements which may be taxed in the current year for general municipal purposes.
6. There is hereby established a joint venture commission to operate under the name of the North Peace Economic Development Commission (N.P.E.D.C.) to promote general economic development within the boundaries of the participating electoral areas and incorporated municipalities.
7. The N.P.E.D.C. shall be made up of five (5) commissioners who shall be appointed as noted in Sections 1, 2, 3, 4 and 5 to represent Electoral Area "B", Electoral Area "C" the District of Taylor, the District of Hudson's Hope and the City of Fort St. John.
8.
 - (a) Special Meetings may be called on giving twenty four (24) hours notice by the chair or by any two members which notice may be waived with the consent of all members. A quorum shall be a majority of the members.
 - (b) The N.P.E.D.C. may act only by resolution and each member shall have one vote.
9. At the first meeting of the N.P.E.D.C. after the adoption of this by-law and at the first meeting in January of each year, unless tabled to a specific time, place and date within 30 days, the members shall elect from their membership a Chair and Deputy-Chair. The Chair and Deputy-Chair shall be eligible for a maximum of two consecutive terms of two years each.
10. The Chair and Deputy-Chair shall be the signing authorities of the N.P.E.D.C. together with the Economic Administrator of the N.P.E.D.C., the Administrator from Taylor, the City Manager from Fort St. John, one from each. The Recording Secretary shall be provided by the Economic Administrator of the N.P.E.D.C.
11. In December of each year, the North Peace Economic Development Commission shall prepare a budget for the ensuing year showing how much it expects to be met by individual grants-in-aid from the participating commissions and shall submit the budget by January 15 in each year to the participating commissions and the Regional District. The budget may include provision for the payment of reasonable expenses incurred by members in the performance of their duties.
12. The North Peace Economic Development Commission may not incur any debt or liabilities except as provided in 13 below.

13. The North Peace Economic Development Commission may negotiate the terms of and enter into any contract to provide some or all of the services deemed necessary to meet its objectives provided that the contract costs are included in the budget prepared under 11 above which has received the written approval of the participating commissions.
14. (a) The North Peace Economic Development Commission may form an "Advisory Committee" for the purpose of investigating and report with recommendations to the N.P.E.D.C.

(b) The Terms of Reference for any Advisory Committee struck by the N.P.E.D.C. are set out in Appendix 'A', attached to and forming part of this by-law, and may be expanded to include any other terms specific to that Committee as required by the N.P.E.D.C., without amending the entire by-law.
15. Any member of the North Peace Economic Development Commission who wishes to opt out must give one (1) calendar year notice to the Commission, by December 31st.
16. "North Peace Economic Development Commission Establishment By-law No. 1422, 2002" and amendments thereto are hereby repealed.
17. This By-law may be cited as "North Peace Economic Development Commission Establishment By-law No. 1531, 2004".

READ A FIRST TIME this 10th day of NOVEMBER, 2004.

READ A SECOND TIME this 10th day of NOVEMBER, 2004.

READ A THIRD TIME this 10th day of NOVEMBER, 2004.

ADOPTED this 10th day of NOVEMBER, 2004.

CERTIFIED A TRUE AND CORRECT
COPY of "North Peace Economic
Development Commission Establishment
By-law No. 1531, 2004."

THE CORPORATE SEAL of the Peace
River Regional District was hereto affixed in
the presence of:


Harald Hansen, Administrator


Karen Goodings, Chair


Harald Hansen, Administrator

APPENDIX 'A'

TERMS OF REFERENCE

ADVISORY COMMITTEE

1. The N.P.E.D.C. will appoint members and determine the terms of the Advisory Committee.
2. The N.P.E.D.C. member will Chair the Advisory Committee. A Co-chair may be appointed from the Advisory Committee.
3. The Quorum of the Advisory Committee is a majority of members.
4. Notice of Regular Meetings will be as directed by the Chair.
5. Notice of Special Meetings may be called by giving 24 hours notice by the Chair or by any two members which notice may be waived with the consent of all members.
6. Financial administration and signing authority, will be the responsibility of the N.P.E.D.C.
7. The Advisory Committee will report to the N.P.E.D.C. on a regular basis.
8. The Chair of the Advisory Committee will be responsible for booking meeting places, preparing minutes and reports.
9. Consultants or contracted services required by the Advisory Committee will be contracted by the N.P.E.D.C. Contract terms and responsibilities will be specified in writing. The Advisory Committee may be responsible for directing the activities of consultants within the approved budget.
10. All media communication shall be the responsibility of the Chair of the Advisory Committee.

CERTIFIED A TRUE and CORRECT COPY
of Appendix 'A' to "North Peace Economic
Development Commission Establishment
By-law No. 1531, 2004."


Harald Hansen, Administrator