PEACE RIVER REGIONAL DISTRICT

Regional Board Meeting
Agenda

July 17, 2025, 10:00 a.m.

1981 Alaska Avenue, Dawson Creek, BC

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16. NOTICE OF MOTION

17. MEDIA QUESTIONS

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18.1 Notice of Closed Board Meeting - July 17, 2025, ADM-BRD-616 979

19. ADJOURNMENT

PEACE RIVER REGIONAL DISTRICT

REGIONAL BOARD MEETING
MINUTES

June 19, 2025, 10:00 a.m.
1981 Alaska Avenue, Dawson Creek, BC

Directors Present:
Chair Hiebert, Electoral Area D
Director Courtoreille, District of Chetwynd
Director Hansen, City of Fort St. John
Director Graham, Electoral Area B
Director Krakowka, District of Tumbler Ridge
Director Quibell, District of Hudson's Hope
Director Rose, Electoral Area E
Director Sperling, Electoral Area C
Director Taillefer, District of Taylor
Director Veach, Village of Pouce Coupe
Director Zabinsky, City of Fort St. John
Alternate Director Parslow, City of Dawson Creek

Staff Present:
Shawn Dahlen, Chief Administrative Officer
Roxanne Shepherd, Chief Financial Officer
Tyra Henderson, Corporate Officer
Joanne Caldecott, Deputy Corporate Officer
Kari Bondaroff, General Manager of Environmental Services
Gerritt Lacey, Solid Waste Services Manager
Bryna Casey, Community Services Manager
Ashley Murphey, General Manager of Development Services
Annette Andrews, Communications Manager
Trevor Ouellette, IT Manager
Olivia Lundahl, Electoral Area Officer
Carmen Willms, Legislative Services Clerk/Recorder

Delegations:

Ministry of Water, Land and Resource Stewardship
Rudi Mayser, Director, Strategic Initiatives (via Zoom)
Jennifer Chermesnok, Land & Resource Specialist (via Zoom)
Sandra Sulyma, Land & Resource Specialist (via Zoom)

Community Futures Peace Liard
Moira Green, Co-Chair
Scott Clerk, Co-Chair
Fanni DeMaio, Project Coordinator

EDF Renewables
John Olsen, Senior Project Developer
Loni Tsui, Permitting & Environmental Manager (via Zoom)
Toby Shepherd, Community Engagement Manager (via Zoom)

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1. CALL TO ORDER

The Chair called the meeting to order at 10:00 a.m.

2. ADOPTION OF AGENDA

RD/25/06/01

MOVED Director Krakowka

SECONDED Director Graham

That the Regional Board adopt the June 19, 2025 Board Meeting Agenda as follows:

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. GALLERY COMMENTS OR QUESTIONS
4. ADOPTION OF MINUTES
4.1 Regional Board Draft Meeting Minutes of May 22, 2025
4.2 Special Regional Board Draft Meeting Minutes of June 3, 2025
5. BUSINESS ARISING FROM THE MINUTES
6. DELEGATIONS
6.1 Ministry of Water, Land and Resource Stewardship Re: Kaska-BC Land Use Planning Project
6.2 Community Futures Peace Liard Re: Rural Community Immigration Pilot Program
6.3 EDF Renewables Re: Taylor Wind Project
7. CORRESPONDENCE
7.1 Letter from Ministry of Indigenous Relations and Reconciliation Re: West Moberly First Nations Treaty Land Entitlement
7.2 Email from MLA Kealy, Peace River North Re: Meeting Request
7.3 Letter from Sequoia Legal LLP Re: Letter of Support Request for Halfway River First Nation Land Selection
7.4 Letter from North Wind Wellness Centre Society Re: Letter of Support Request
7.5 Letter from Blueberry River First Nation Re: Letter of Support Request
8. REPORTS
8.1 RFP Award 30-2025 Business Continuity Consulting Services, ADM-BRD-609
8.2 Chetwynd Public Library – 2024 Surplus Allocation, CS-BRD-407
8.3 Function 300 – UBCM Grant Funding - Amendment to Financial Plan, CS-BRD-412
8.4 Function 315 and Function 335 – Capital Funding Opportunity, CS-BRD-413
8.5 Regional Sprinkler Protection Unit – Grant Opportunity, CS-BRD-414
8.6 PRRD Fire Service Needs Assessment – Area D Bessborough Fire Services Expansion Study, CS-BRD-415
8.7 Subdivision within the ALR, PRRD File No. 25-004 ALR SUB, ALC ID 103264, DS-BRD-486
8.8 Subdivision within the ALR, PRRD File No. 25-003 ALR SUB, ALC ID 103697, DS-BRD-487
8.9 Northeast Climate Resilience Network Membership, DS-BRD-488
8.10 2024 Statement of Financial Information, FN-BRD-339
9. BYLAWS
9.1 Chetwynd and Area Civic Properties Commission Establishment Bylaw No. 2579, 2025, CS-BRD-411
10. NEW BUSINESS
11. APPOINTMENTS
11.1 Board Appointment List
12. CONSENT CALENDAR
12.1 Report: City of Colwood Medical Clinic Pilot Project, ADM-BRD-605
12.2 North Peace Leisure Facility Replacement Steering Committee Draft Meeting Minutes of April 22, 2025
12.3 Chetwynd Public Library Regular Board Meeting Minutes of March 26, 2025
12.4 Letter of Support from Peace River Regional District to Timberline Trail and Nature Club Re: Grant Application to Northern Development Initiative Trust
12.5 Letter from Dawson Creek RCMP Re: Policing Report for March 2025

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12.6 Letter from Dawson Creek RCMP Re: Policing Report for April 2025
12.7 Letter from Indigenous Services Canada Re: West Moberly First Nation Ministerial Order
12.8 Email from BC Hydro Re: Grant-In-Lieu of Taxes Payment
12.9 Letter from Union of BC Municipalities Re: Disaster Risk Reduction-Climate Adaptation Funding Approval
12.10 Letter from Minister of Housing and Municipal Affairs Re: Small-Scale Multi-Unit Housing
12.11 Bulletin from Union of BC Municipalities Re: Request for Input on Proposed Changes to Closed Meetings
13. STRATEGIC PLAN
13.1 2023 - 2026 Strategic Plan
14. COMMUNICATIONS UPDATE
15. CHAIR'S REPORT
15.1 Chair's Report, DR-BRD-103
16. NOTICE OF MOTION
17. MEDIA QUESTIONS
18. RECESS TO CLOSED SESSION
18.1 Notice of Closed Board Meeting - June 19, 2025, ADM-BRD-614
19. ADJOURNMENT

CARRIED

3. GALLERY COMMENTS OR QUESTIONS

4. ADOPTION OF MINUTES

4.1 Regional Board Draft Meeting Minutes of May 22, 2025

RD/25/06/02
MOVED Director Sperling
SECONDED Director Graham
That the Regional Board adopt the Board Meeting minutes of May 22, 2025.

CARRIED

4.2 Special Regional Board Draft Meeting Minutes of June 3, 2025

RD/25/06/03
MOVED Director Quibell
SECONDED Director Graham
That the Regional Board adopt the Special Board Meeting minutes of June 3, 2025.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

Director Taillefer, District of Taylor joined the meeting at 10:20 am.

6. DELEGATIONS

6.1 Ministry of Water, Land and Resource Stewardship Re: Kaska-BC Land Use Planning Project

Rudi Mayser, Director, Strategic Initiatives; Jennifer Chermesnok, Land and Resource Specialist, and Sandra Sulyma, Land and Resource Specialist at the Ministry of Water, Land and Resource Stewardship delivered a presentation titled "Kaska-BC Land Use Planning Project" which included the following information:

6.1 Ministry of Water, Land and Resource Stewardship Re: Kaska-BC Land Use Planning Project (Cont'd)

- Introduction to the Joint Planning Teams working with the Ministry of Indigenous Relations and Reconciliation and the Ministry of Mining and Critical Minerals.
- The Northwest Strategy aims to advance prosperity, reconciliation and conservation; implementation of the strategy principles include certainty for industry, agreements with First Nations, delivering social/economic benefits to local and provincial governments and resource protection.
- An explanation of the mandate letters of the Water, Land and Resource Stewardship Ministry (WLRS) and the Mining and Critical Minerals (MCM) Ministry. WLRS and MCM partner with First Nations to enable mining exploration and development in BC's northwest and they aim to protect 30% of land and water by 2030.
- The Land Use Planning (LUP) engagement process involves First Nations, local government, stakeholders, industry, communities and interagency connections. The process guides resource management and stewardship through resource development, integrated management, conservation and protection within various zones. The four stages involved in the LUP process including pre-planning and initiation, plan development, plan evaluation and approval, and implementation and monitoring.
- Links to the public announcement and Land Use Planning webpage related to the Province's announcement of four LUP Projects on June 3, 2025 were provided.
- Maps of the Kaska-BC Land Use Planning Project area featuring the Dene K'éh Kusān proposed Indigenous Protected and Conserved Area (IPCA) were reviewed.
- The 1-year plan development and engagement process started June 2025 and is currently at the Plan Launch-Engagement Start stage. The final plan will be referred for approval in June 2026.
- The 'tenuring pause' during the 12-month planning process was explained. Details of the 'Plan Development Phases' and public engagement opportunities planned for 2025 to 2026 were provided. The outcome focuses on clarity on stewardship and conservation in Dene K'éh Kusān, clarity for mineral exploration and mining in the area, and creation of updated/consolidated plans.

A question-and-answer period ensued with the Directors and included:

- The percentage of BC's land and waters currently protected, and whether the land underwater due to the Site C Dam was included in that percentage. The presenter explained that 19.6% of BC's land and water was currently protected, and that the land underwater due to the Site C Dam did not qualify as a protected conservation area.
- Which First Nations were included on the Kaska-BC maps. The presenter noted that the First Nations included under the umbrella term Kaska were Liard and Ross River from the Yukon and Dease River and Kwadacha in BC. The presenter explained that the Kaska First Nations were the partner nations, and that the eleven neighbouring nations would also be included in the engagement process and the Land Use Planning Project.
- Whether a map which included the boundaries of the Treaty 8 Territory could be provided. The presenter explained that the Treaty 8 boundaries were considered confidential and were not typically shared publicly.

6.1 Ministry of Water, Land and Resource Stewardship Re: Kaska-BC Land Use Planning Project (Cont'd)

- Whether the tenuring pause timeline of one year was realistic. The presenter explained that the Kaska-BC Land Use Planning Project was a one year project, though decisions by the BC Cabinet regarding the final recommendations could extend the tenuring pause. The presenter noted that the tenuring pause was introduced to minimize the impact of possible legislative amendments on industry.
- An explanation of the mandate and legality of the Kaska-BC LUP Project. The presenter explained MCM's mandate was provided in their mandate letter and specified that approval for the Project was received at the Cabinet and Treasury Board levels which included the legal step in the form of an Order in Council under the *Environment and Land Use Act* to prevent new claims in the area while the process was ongoing.
- The difference between the current mandate and previous Land Use Plan; specifically, ways to ensure less division. The presenter explained that the current LUP Project would maximize engagement with the relevant groups and maintain a clear focus on the desired outcomes being conservation and clarity for the resource sector.
- The request to return to the Board after the engagement phase of the Project. The presenter confirmed that WLRS would return after development of the Draft Plan.

The Chair thanked the delegation from the Ministry of Water, Land and Resource Stewardship for their presentation, and they left the meeting at 10:47 a.m.

6.2 Community Futures Peace Liard Re: Rural Community Immigration Pilot Program

Moira Green, General Manager and Fanni DeMaio, Project Coordinator from Community Futures Peace Liard, along with Scott Clerk, Associate Vice President, Educational Services from Northern Lights College and co-chair delivered a presentation titled "Rural Community Immigration Pilot Program" which included the following information:

- An introduction to the Northeast BC Rural Community Immigration Pilot, which was established to address labour market and recruitment challenges by attracting and retaining newcomers to Canada.
- A explanation of how the program worked.
- The funding and operations of the project structure, which was funded for the first year through the South Peace Mackenzie Trust and Northern Lights College for a total of $95,000. Presenters noted that they were in the process of finalizing a contract with the Northern Development Initiative Trust for funding in the amount of $60,000 for years two through five.
- The role of local government is to provide a knowledge base of business and recruitment concerns. Many local governments had a member of staff that attended steering committee meetings regularly.
- The magnitude of the project area encompasses 220,000 square kilometres with an estimate of $200,000 budgeted for years two through five. The presenter noted that the 2025 allocation was for sixty recommendations.
- The future of the project which requires funding and resources. The presenter noted that if Community Futures Peace Liard was unable to secure funding, the project would close.

6.2 Community Futures Peace Liard Re: Rural Community Immigration Pilot Program (Cont'd)

A question-and-answer period ensued and included:

- Whether the Peace River Regional District (PRRD) was currently involved with the Rural Community Immigration Pilot Project (Project). Staff explained that due to the lack of an Economic Development Service Function, the PRRD was unable to requisition funds to support an economic development project and therefore were not involved with the Project.
- Whether funding was for the administration of the program or went directly to applicants and businesses involved in the Project. The presenter clarified that Community Futures was were seeking staff time to support the Program through participation in a steering committee.
- Information about the pilot aspect of the Project. The presenter noted that the Project was currently the second iteration of an immigration pilot program, and that the purpose of the pilot was to provide the federal government with a formula on how to attract and retain immigrants to rural communities.
- The importance of foreign-born staff retention to corporations in the PRRD.
- The implications of adding staff hours to assist with the Project due to staff capacity.
- The difference between the pilot project presented and a similar program in the Kootenays. The presenter explained that in the current project, the employer submits a candidate's application, whereas the previous program allowed candidates to apply directly.
- The approval process for candidates. The presenter explained that in the current project, applications were received and the steering committee recommended successful applicants to the federal government who expedited those applications. They noted that the ultimate decision on applicants lay with the Government of Canada.
- Whether the previous immigration pilot program on the East Coast that subsequently became permanent, was funded by the government or the community. The presenter was uncertain of this however noted that the Rural Community Immigration Pilot Program was not funded by the federal government.

The Chair thanked the delegation from Community Futures Peace Liard for their presentation, and they left the meeting at 11:13 a.m.

Recess

The Chair recessed the meeting at 11:15 a.m. due to technical issues.

Reconvene

The Chair reconvened the meeting at 11:20 a.m.

6.3 EDF Renewables Re: Taylor Wind Project

John Olsen, Senior Project Developer, Loni Tsui, Permitting and Environmental Manager and Toby Shepherd, Community Engagement Manager from EDF Renewables delivered a presentation titled "Taylor Wind Project" which included the following information:

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6.3 EDF Renewables Re: Taylor Wind Project (Cont'd)

- An update on the Taylor Wind Project; the project was one of the winners of BC Hydro's 2024 Call for Power and was comprised of a partnership between EDF Renewables North America and the Saulteau First Nations. It was recently rebranded as EDF Power Solutions
- The project overview and history of the Taylor Wind Project, which proposes a 200-megawatt renewable energy project on private land with the transmission line located on crown land. The major components of the project were listed.
- A map of the Taylor Wind Project area and draft layout that displayed the proposed turbine locations and the proposed transmission line was reviewed.
- The Taylor Wind Project landscape and existing infrastructure. Presenters noted that rezoning and non-farm use of the land was required, and that the permit application had not been submitted but was in development
- Typical wind project life cycle included approximately 12 to 24 months for construction and commissioning and 30 years of operations. Potential impacts were listed along with possible mitigation measures.
- Pictorial examples of the civil and electrical construction which would include turbines installed on concrete foundations underground electrical cables going to the substation. Examples of an access road and turbine pad during the construction and then the operational phrase processes were provided.
- EDF stewardship initiatives, which included existing land use, environmental engagement, community collaboration, hunting protocols, and a traffic management plan.
- Long-term local benefits of project include employment opportunities, local investments, community support, tax benefits, contract opportunities, equity ownership and reduction in air pollution and greenhouse gases. The presenter noted approximately 25% of the capital expenses were spent locally.
- Options to repower or extend the life of the project through advanced inspection, repair and replacement. Options for reclamation and decommissioning of the turbines included recycling the steel towers, reclaiming the cabling, power electronics, hub and frames, and returning mechanical components to equipment manufacturers for rebuilding. The presenter noted that they have a bond with the landowner to return the land to farm use once the project was complete.
- The lifespan and recycling plans for wind blades were discussed; recycling complexity and environmental impacts were noted, and blade recycling and reuse options were provided.

A question-and-answer period ensued and included:

- Whether EDF Power Solutions had other projects and what the process was for decommissioned blades on those projects. The presenter explained that they had other projects in Canada though none had been decommissioned yet and noted that most wind projects in other countries were repowered rather than decommissioned. The presenter mentioned that some of the decommissioned blades in other countries had been placed in landfills which had led to a company commitment in 2023 to reuse, recycle or recover 100% of blades from decommissioned projects.

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6.3 EDF Renewables Re: Taylor Wind Project (Cont'd)

- The percentage of revenue earmarked for community support. The presenter noted that they did not know the percentage and could provide this information at a future meeting.
- Whether individual blades had been switched out on other projects in Canada, and what EDF Power Solutions had done with those blades. The presenter noted that the 2023 commitment was for decommissioned projects and he was unsure about individual blades, however, would request this information from the asset management team and return with an answer.
- Where the Operations and Maintenance building would be located. The presenter explained that there was no confirmation on where the building would be located at this time.
- Whether the lease agreement for the land on which the Taylor Wind Project would be located was restricted to solely what was needed for the towers or for the larger area. The presenter explained that the land agreement was for the whole quarter section and noted that the landowner would be able to farm the land that was not used for construction or operations of the project. The presenter added that there was a reclamation plan in place to allow the land used solely for construction to be farmed during the next season.
- The taxable assessed value of the Taylor Wind Project. The presenter explained that they only had an estimate and were required to apply to the Province and noted that there were differences between assets built on Crown land versus private land. The presenter explained that the application would occur prior to construction in 2027.
- When the last public open house for the project was held. The presenter explained that the last public open house was held in 2016, and another would be scheduled after a meeting with neighbouring landowners was held and once the government decision regarding which agency would be the regulator of the project was reached.
- Whether the environmental assessments done by the First Nations regarding the Taylor Wind Project could be shared. The presenter explained that some of the First Nations had formed a technical review panel, while communications with other First Nations were currently underway. He noted that after the process was complete, the request for information would be shared with the First Nations.
- The number of other projects that EDF Power Solutions operated in Canada. The presenter explained that EDF operated approximately 2.4 gigawatts throughout Canada. He confirmed that other projects could provide an example of the potential amount of money given to communities in a calendar year.
- Whether EDF Power Solutions was a Quebec based company. The presenter explained that the company originated in France and built power plants worldwide.
- Whether the parameters of the Taylor Wind Project had changed from its inception in 2012. The presenter explained that the turbines were larger, though the area required was the same. He added that the BC Hydro Call for Power was for a 30-year life span and initially the project aimed for a 40-year life span.
- How EDF Power Solutions would persuade residents who were resistant to having wind power turbines in the area to accept a new wind project. The presenter explained that potential impacts such as noise and shadow flickers had to meet government and industry standards. He mentioned that when speaking with

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6.3 EDF Renewables Re: Taylor Wind Project (Cont'd)

residents, EDF used a visual simulator to show how the wind farm would look near a residence. He added that another bonus was the provision of clean power.

The Chair thanked the EDF Renewables delegation for their presentation, and they left the meeting at 12:04 p.m.

Director Veach, Village of Pouce Coupe left the meeting at 12:05 pm.

7. CORRESPONDENCE

7.1 Letter from Ministry of Indigenous Relations and Reconciliation Re: West Moberly First Nations Treaty Land Entitlement

RD/25/06/04
MOVED Director Rose
SECONDED Director Sperling
That the Regional Board receive the letter from the Ministry of Indigenous Relations and Reconciliation regarding West Moberly First Nations Treaty Land Entitlement for discussion.

CARRIED

Directors articulated the desire to learn more about the provincial process of the implementation of Treaty Land Entitlement agreements.

RD/25/06/05
MOVED Director Rose
SECONDED Director Sperling
That the Regional Board invite Naomi Saukila from the Ministry of Indigenous Relations and Reconciliation to a future Board meeting to receive information about the provincial process regarding the implementation of Treaty Land Entitlement land agreements and an explanation of how existing tenures will be addressed in relation to the proposed transfers.

CARRIED

7.2 Email from MLA Kealy, Peace River North Re: Meeting Request

RD/25/06/06
MOVED Director Sperling
SECONDED Director Krakowka
That the Regional Board receive the email from MLA Kealy regarding a meeting request for discussion.

CARRIED

Directors noted that in past years, Members of Legislative Assembly (MLAs) were present during Minister Meetings attended during the annual Union of BC Municipalities (UBCM) Conference, however the venue change and smaller room sizes at the 2025 Annual Conference had complicated whether MLAs would be able to attend Minister Meetings with PRRD Directors at the 2025 UBCM Conference. Directors noted that former MLAs had appeared as Delegations to the Regional Board to provide regional updates and this may be the best approach ahead of the 2025 UBCM Conference.

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7.2 Email from MLA Kealy, Peace River North Re: Meeting Request (Cont'd)

RD/25/06/07
MOVED Director Sperling
SECONDED Director Zabinsky
That the Regional Board send MLA Kealy and MLA Neufeld a letter to attend, at their convenience, as a delegation at a future Regional Board meeting to discuss current issues impacting the Peace River Regional District.

CARRIED

7.3 Letter from Sequoia Legal LLP Re: Letter of Support Request for Halfway River First Nation Land Selection

RD/25/06/08
MOVED Director Hansen
SECONDED Director Krakowka
That the Regional Board receive the letter from Sequoia Legal LLP regarding a letter of support request for Halfway River First Nation for discussion.

CARRIED

Directors considered whether the Land Selection of Halfway River First Nation was overlapping any other First Nation selections. They noted that more information would be helpful for deciding on whether to provide a letter of support.

RD/25/06/09
MOVED Director Sperling
SECONDED Director Krakowka
That the Regional Board invite Sequoia Legal LLP to present regarding the Halfway River First Nation Land Selection. **CARRIED**

7.4 Letter from North Wind Wellness Centre Society Re: Letter of Support Request

RD/25/06/10
MOVED Director Sperling
SECONDED Director Krakowka
That the Regional Board receive the letter from North Wind Wellness Centre Society requesting a letter of support for discussion.

CARRIED

The Directors discussed the lack of details necessary to inform a decision on providing a letter of support to the North Wind Wellness Centre Society regarding the acquisition of the Site C Worker Accommodation Facility.

RD/25/06/11
MOVED Director Sperling
SECONDED Director Courtoreille
That the Regional Board invite the North Wind Wellness Centre Society to come as a delegation to provide more information on the proposed acquisition of the Site C Worker Accommodation Facility. **CARRIED**

DRAFT

7.5 Letter from Blueberry River First Nation Re: Letter of Support Request

RD/25/06/12
MOVED Director Taillefer
SECONDED Director Graham
That the Regional Board receive the letter from Blueberry River First Nation regarding a letter of support request for discussion.

CARRIED

Directors reviewed the letter from Blueberry River First Nation and noted that the land being applied for as 'Additions-to-Reserve' already belonged to the First Nation. They commented that the letter of support would be a general letter showing the Regional District's awareness of the application.

RD/25/06/13
MOVED Director Sperling
SECONDED Director Krakowka
That the Regional Board send a letter of support to Blueberry River First Nation regarding their 'Additions-to-Reserve' application for the "Dancing Grounds" lands as part of its Treaty Land Entitlement settlement agreement. **CARRIED**

Recess
The Chair recessed to luncheon at 12:28 p.m.

Chair Hiebert, Electoral Area D left when the meeting was Recessed.

Director Hansen, City of Fort St. John left when the meeting was Recessed.

Director Quibell, District of Hudson's Hope left when the meeting was Recessed.

Reconvene
Acting Chair Sperling reconvened the meeting at 2:44 p.m.

8. REPORTS

8.1 RFP Award 30-2025 Business Continuity Consulting Services, ADM-BRD-609

RD/25/06/14
MOVED Director Graham
SECONDED Director Krakowka
That the Regional Board award Request for Proposal 30-2025 "Business Continuity Consulting Services" to MNP LLP at a cost of $80,730 (excluding taxes); further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the Peace River Regional District.

CARRIED

Director Hansen, City of Fort St. John joined the meeting at 2:45 pm.

DRAFT

8.2 Chetwynd Public Library – 2024 Surplus Allocation, CS-BRD-407

RD/25/06/15
MOVED Director Rose
SECONDED Director Courtoreille

That in accordance with Article 11 of the "Funding, Service and Occupancy Agreement – Chetwynd Public Library", the Regional Board require that the Chetwynd Public Library Association contribute $100,000 from the prior year's surplus funds to Minor Capital; further, that the Chetwynd Public Library Association obtain approval from the Regional Board prior to making any purchases funded from the Minor Capital Reserve Fund.

CARRIED

RD/25/06/16
MOVED Director Rose
SECONDED Director Courtoreille

That the Regional Board provide the full grant amount of $690,000 to the Chetwynd Library Board as approved in the 2025 Financial Plan, and allow $280,352.79, from prior years surplus, be spent in 2025 for furniture and fixtures for the Chetwynd Public Library.

CARRIED

RD/25/06/17
MOVED Director Rose
SECONDED Director Courtoreille

That in accordance with Article 11 of the "Funding, Service and Occupancy Agreement – Chetwynd Public Library", the Regional Board allow the Chetwynd Public Library Association to transfer $330,073 from the 2024 surplus to an Operating Reserve Fund to be held by the Chetwynd Public Library Association for future operating expenses.

CARRIED

8.3 Function 300 – UBCM Grant Funding - Amendment to Financial Plan, CS-BRD-412

RD/25/06/18
MOVED Director Sperling
SECONDED Director Zabinsky

That the Regional Board amend the 2025 Financial Plan for Function 300 – Emergency Planning to:

- Increase Grant Revenues - $1,050,000; and
- Increase General Expenditures – Studies, Plans and Assessments - $1,050,000

for the Union of BC Municipalities – Community Emergency Preparedness Fund – Disaster Risk Reduction-Climate Adaptation grant stream.

CARRIED

RD/25/06/19
MOVED Director Sperling
SECONDED Director Zabinsky

That the Regional Board amend the 2025 Financial Plan for Function 300 – Emergency Planning to:

- Increase Grant Revenues - $40,000; and
- Increase General Expenditures – Minor Capital - $40,000

for the Union of BC Municipalities – Community Emergency Preparedness Fund – Emergency Operation Centre Equipment and Training grant stream.

CARRIED

DRAFT

8.4 Function 315 and Function 335 – Capital Funding Opportunity, CS-BRD-413

RD/25/06/20

MOVED Director Zabinsky
SECONDED Director Courtoreille

That the Regional Board authorize an application to the Union of BC Municipalities Strategic Priorities Fund for a grant up to a maximum of $5,750,000 to help purchase

- a replacement fire apparatus, water tender and a heavy wildland truck for the Charlie Lake Fire Department; and
- a fire apparatus, a command vehicle and a used mini pumper for the Moberly Lake Fire Department;

further that the Chair of the Regional Board, and the Chief Administrative Officer be authorized to sign the agreement on behalf of the Peace River Regional District if the grant application is successful. **CARRIED**

Director Quibell, District of Hudson's Hope joined the meeting at 2:51 pm.

8.5 Regional Sprinkler Protection Unit – Grant Opportunity, CS-BRD-414

RD/25/06/21

MOVED Director Taillefer
SECONDED Director Graham

That the Regional Board authorize an application to the Enbridge Safe Community First Responder Program for a grant up to a maximum of $75,000 to help purchase the remaining items from the Sprinkler Protection Unit recommended item list from FireSmart Phase 2, 3 and partial completion of Phase 4 of the trailer; further, that the Chair of the Regional Board, and the Chief Administrative Officer be authorized to sign the agreement on behalf of the Peace River Regional District.

Directors asked who would be eligible to use the Sprinkler Protection Unit (SPU). Staff explained that the SPU would primarily be available for the Regional District's use with the possibility of use outside of the Regional District. Directors noted that since the SPU was purchased using grant funding, no money would be involved if the unit was lent out. Staff clarified that the SPU was currently stored at the Regional District warehouse in Dawson Creek.

The Acting Chair called the Question to the Motion. **CARRIED**

8.6 PRRD Fire Service Needs Assessment – Area D Bessborough Fire Services Expansion Study, CS-BRD-415

RD/25/06/22

MOVED Director Taillefer
SECONDED Director Zabinsky

That the Regional Board authorize staff to inform residents within the area of the Area D Bessborough Fire Services Expansion Study area, that due to the prohibitive start-up and operational costs, fire service expansion will not be provided for the foreseeable future.

CARRIED

DRAFT

8.7 Subdivision within the ALR, PRRD File No. 25-004 ALR SUB, ALC ID 103264, DS-BRD-486

RD/25/06/23

MOVED Director Sperling
SECONDED Director Zabinsky

That the Regional Board defer the report titled "Subdivision within the ALR, PRRD File No. 25-004 ALR SUB, ALC ID 103264, DS-BRD-486" to the July 17, 2025 Regional Board meeting.

CARRIED

8.8 Subdivision within the ALR, PRRD File No. 25-003 ALR SUB, ALC ID 103697, DS-BRD-487

RD/25/06/24

MOVED Director Graham
SECONDED Director Rose

That the Regional Board defer the report titled "Subdivision within the ALR, PRRD File No. 25-003 ALR SUB, ALC ID 103697, DS-BRD-487" to the July 17, 2025 Regional Board meeting.

CARRIED

8.9 Northeast Climate Resilience Network Membership, DS-BRD-488

RD/25/06/25

MOVED Director Graham
SECONDED Director Zabinsky

That the Regional Board authorize staff to participate in the Northeast Climate Resilience Network; further, that the membership fee of $2,700 for 2025 be paid from Function 400 – Management of Development.

CARRIED
OPPOSED: Director Rose

8.10 2024 Statement of Financial Information, FN-BRD-339

RD/25/06/26

MOVED Director Zabinsky
SECONDED Director Quibell

That the Regional Board receive the Statement of Financial Information for the year ended December 31, 2024; further, that the Chair and Chief Financial Officer be authorized to sign the Statement of Financial Information as presented.

CARRIED

9. BYLAWS

9.1 Chetwynd and Area Civic Properties Commission Establishment Bylaw No. 2579, 2025, CS-BRD-411

RD/25/06/27

MOVED Director Rose
SECONDED Director Courtoreille

That the Regional Board give Chetwynd and Area Civic Properties Commission Establishment Bylaw No. 2579, 2025 to establish a Chetwynd Civic Properties Commission and delegate the management of the Chetwynd Recreation Centre, Chetwynd Leisure Centre and ancillary amenities of these facilities to the Commission, first and second readings.

CARRIED

DRAFT

10. NEW BUSINESS

RD/25/06/28
MOVED Director Sperling
SECONDED Director Zabinsky
That the Regional Board approve addition of a New Business item regarding Spring Cleanup extension for Kelly Lake.

CARRIED

RD/25/06/29
MOVED Director Krakowka
SECONDED Director Zabinsky
That the Regional Board approve addition of a New Business item regarding the Tumbler Ridge Medical Conference.

CARRIED

10.1 2025 Spring Cleanup Extension for Kelly Lake

RD/25/06/30
MOVED Director Sperling
SECONDED Director Graham
That the Regional Board authorize the extension of the solid waste spring cleanup dates in the community of Kelly Lake from June 19 to July 1, 2025 as the community was evacuated during the originally scheduled timeframe of June 2 to June 15, 2025; further, that the roll off bins, provided through the Emergency Operations Centre/Ministry of Emergency Management and Climate Readiness within the community for the return to home process, act as an extension of the spring cleanup campaign and be included in the waived tipping fee process for the collection of household and controlled waste only.

CARRIED

10.2 Tumbler Ridge Medical Conference

RD/25/06/31
MOVED Director Krakowka
SECONDED Director Courtoreille
That the Regional Board authorize Board approval for attendance at the Tumbler Ridge Medical Conference from July 4 to July 6, 2025.

CARRIED

11. APPOINTMENTS

12. CONSENT CALENDAR

The Acting Chair asked Directors whether they wished to lift any items from the June 19, 2025 Consent Calendar.

Director Sperling requested that Item 12.8 – Email from BC Hydro Re: Grant-In-Lieu of Taxes Payment be lifted from the Consent Calendar for discussion.

DRAFT

12.8 Email from BC Hydro Re: Grant-In-Lieu of Taxes Payment

RD/25/06/32
MOVED Director Sperling
SECONDED Director Krakowka
That the Regional Board refer the email from BC Hydro regarding the Grant-In-Lieu of Taxes payment item to the July 17, 2025 Board meeting, accompanied by a report on the subject.

CARRIED

Director Rose requested that Item 12.11 – Bulletin from Union of BC Municipalities Re: Request for Input on Proposed Changes to Closed Meetings be lifted from the Consent Calendar for discussion.

12.11 Bulletin from Union of BC Municipalities Re: Request for Input on Proposed Changes to Closed Meetings

RD/25/06/33
MOVED Director Rose
SECONDED Director Krakowka
That the Regional Board give authorization to attend the webinar regarding the UBCM request for input on proposed changes to Closed meetings on June 23, 2025.

CARRIED

RD/25/06/34
MOVED Director Graham
SECONDED Director Krakowka
That the Regional Board receive the remaining items on the June 19, 2025 Consent Calendar.

CARRIED

13. STRATEGIC PLAN

The 2023-2026 Strategic Plan was included for the Regional Board's information.

14. COMMUNICATIONS UPDATE

15. CHAIR'S REPORT

15.1 Chair's Report, DR-BRD-103

RD/25/06/35
MOVED Director Rose
SECONDED Director Graham
That the Regional Board require that information pertaining to the Chair's report be presented in a written format versus being presented verbally to allow Directors the opportunity to review the information and formulate questions in advance.

Directors discussed the benefits of receiving information related to items on the Chair's Report in writing versus receiving information verbally during the meetings, as this would allow Directors adequate opportunity to review and formulate questions regarding the content reported. They agreed that it would be prudent to defer Motion RD/25/06/35 to the July 17, 2025 Regional Board meeting when the Chair would be present to speak to the Motion.

15.1 Chair's Report, DR-BRD-103 (Cont'd)

RD/25/06/36

MOVED Director Zabinsky

SECONDED Director Hansen

That Motion RD/25/06/35 be deferred to the July 17, 2025 Board meeting.

CARRIED

OPPOSED: Director Krakowka

16. NOTICE OF MOTION

17. MEDIA QUESTIONS

18. RECESS TO CLOSED SESSION

18.1 Notice of Closed Board Meeting - June 19, 2025, ADM-BRD-614

RD/25/06/37

MOVED Director Zabinsky

SECONDED Director Hansen

That the Regional Board recess to a Closed Meeting at 3:17 p.m. for the purpose of discussing the following items:

Agenda Item	Description	Authority
3.1	Minutes	CC Section 97(1)(b) Closed Minutes, Access to Records.
6.1	Proposed changes to legislation	CC Section 90(2)(b) Consideration of information received and held in confidence relating to negotiations between a local government and the provincial government.
7.1	Land	CC Section 90(1) Acquisition, disposition or expropriation of land or improvements.

CARRIED

19. RECONVENE AND ADJOURNMENT

The Chair reconvened and adjourned the Open Regional Board meeting at 3:58 p.m.

CERTIFIED a true and correct copy of the Minutes of the Regional Board of the Peace River Regional District from a meeting held on June 19, 2025 in the PRRD Board Room, 1981 Alaska Avenue, Dawson Creek, BC.

Leonard Hiebert, Chair

Tyra Henderson, Corporate Officer

DRAFT

Bessie Wind: Introduction

Peace River Regional District

July 17, 2025

INNERGEX

About Innergex

A 100% renewable energy company
Projects include solar, run-of-river hydro, wind, battery energy storage.

Understanding of the Canadian context
Canadian renewable energy company, active since 1990.

Long-term owner operator
Taking projects all the way through from development to construction and operations means we are invested in building long-term lasting relationships with local communities.

Strong and diverse global portfolio
91 Operational facilities across Canada, USA, Chile and France, representing 4,693 MW gross capacity.

A long history of mutually beneficial collaboration and partnership with local communities
Examples include equity agreements, royalties, capacity funding, and annual contributions. We are always committed to clear and transparent dialogue.

Innergex: Dokie Wind Farm (BC)

2

Project Area and Current Status

- Located northwest of Dawson Creek.
- Falls within Electoral Area D, will be compliant with local zoning and official community plan.
- Consistent with Dawson Creek LRMP area. Overlaps with the Agricultural Land Reserve.
- We will also work to align the proposed project with the PRRD Regional Board Wind Energy Generation Project Policy, dated February 16, 2017.
- The Project will be optimized as we move through the development phase. This outline represents a greater area than the actual project footprint.

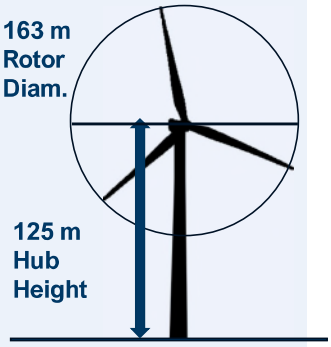
The Project

Located on Private Lands:
Footprint will change as land agreements progress

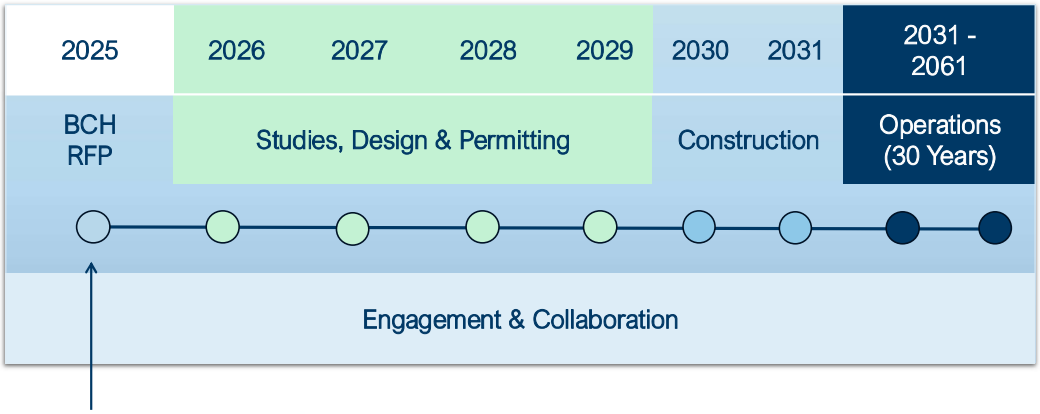
Partners:
To be determined

- **Between 25 to 45 turbines:**
- each ~6 MW

- **Positioned > 600m from dwellings**
- Considerations health and safety, sound monitoring & wildlife.



Proposed Project Schedule



We are here. Developing the project in advance of the 2025 BC Hydro RFP.

INNERGEX

Local and Regional Business Opportunities

Interests for Local Governments

- Permitting & Right-of-Ways
  - Some collectors lines on public right-of-ways.
  - Transmission lines may pass across public right-of-ways.

- Decommissioning, Disposal, and Waste Considerations
  - Area returned to substantially the same condition as existed prior to commencement.
  - Reuse or recycling of materials would be prioritized over disposal.
  - Leader in supporting innovation to reduce waste impacts from wind farm decommissioning, such as efforts from the Circular Innovation Challenge

- Taxable benefits
  - Estimate of $200k per year in municipal property taxes.
  - Estimate of $20M+ in payments to landowners over the life of the project.

INNERGEX

7

Questions?

Please reach out with any further questions or comments!

Mike Goodman
Senior Development Manager
c: (778) 222-2839
e: mgoodman@innergex.com

Adeline Thames
Development Associate
c: (778) 888-0107
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Transforming Infrastructure into Healing: A Strategic Legacy Opportunity for BC

Presented by: Mukhtar Latif, Strategic Development Consultant
Pomegranate Housing Consultancy

Peace River Regional District Board
17 July 2025

About the Team

- **Mukhtar Latif** - Strategic Development Consultant, Pomegranate Housing Consultancy
- Extensive experience in housing development and social infrastructure projects
- Strategic advisor to North Wind Wellness Centre Society on the Site C repurposing initiative
- Specialist in complex public-private partnerships and innovative funding models
- Background in developing sustainable community-based solutions for vulnerable populations

North Wind Wellness Centre Society: Building on 25+ Years of Excellence

- **Indigenous Leadership in Healthcare Innovation**
- Established by Treaty 8 Tribal Association serving northeastern BC for nearly 30 years
- Currently operating successful addiction recovery services in Farmington, BC
- Track record of culturally integrated treatment combining Western clinical approaches with traditional Indigenous healing practices

Community Need Assessment

- There are significant healthcare service gaps across British Columbia, particularly in the north:
- The ongoing overdose crisis has resulted in unprecedented mortality rates, with northern communities experiencing disproportionate impacts
- Indigenous populations face addiction rates significantly higher than non-Indigenous communities—a direct consequence of intergenerational trauma, historical policy impacts, and systemic barriers to appropriate care
- Waitlists for specialised addiction treatment frequently exceed 6 months, creating critical delays in accessing life-saving interventions
- Northern residents often travel 500+ kilometers to access specialized services, creating substantial barriers to care

Community Need Assessment

- Treatment methodologies frequently lack integration between addiction services, trauma recovery, and mental health interventions
- Cultural discontinuity undermines treatment efficacy for Indigenous clients
- Service fragmentation creates significant barriers between detoxification, treatment, and continuing care
- Chronic workforce shortages limit program capacity and operational sustainability
- These identified gaps indicate a need for systemic innovation rather than incremental service expansion.

North Wind Wellness Centre Society: Building on 25+ Years of Excellence

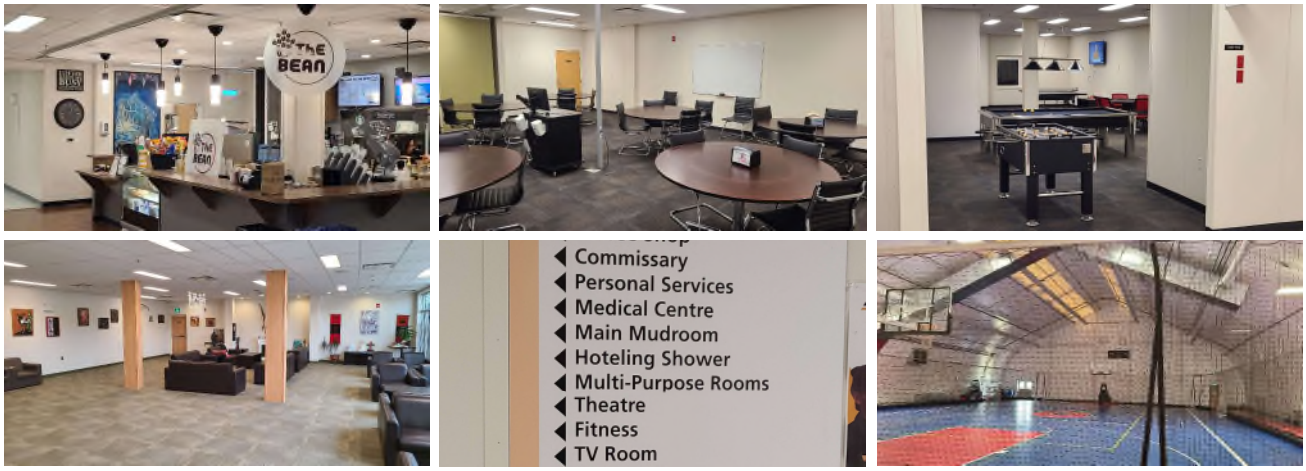
- **Current Major Project:** Pouce Coupe development – comprehensive Indigenous wellness village integrating:
  - Medical detox and stabilization
  - Residential treatment facilities
  - Supportive housing
  - Life skills and vocational training
  - Recovery community centre

North Wind Wellness Centre

- **Proven Partnership Model**
- Established collaborations with First Nations Health Authority, Northern Health, CMHC, BC Housing, Peace River Regional District and local communities in the Peace River region
- Development permit secured, construction timeline: Construction started: Spring 2025 – Completion: Winter 2026

The Unprecedented Opportunity: Site C Worker Accommodation Transformation

- **The Asset**
- **1,764 bedrooms** with comprehensive amenities
- **$450M+ infrastructure** constructed to premium standards (2015-2016)
- Complete supporting infrastructure: power, water/sewage treatment, roads, parking
- Maintained by ATCO under professional facilities management contract



Well Maintained Facilities

The Centre for Excellence: An Integrated Approach

- **Medically-Supervised Withdrawal Management**: Specialised units providing 24-hour clinical supervision during the critical initial phase of recovery
- **Residential Addiction Treatment**: Diversified program offerings ranging from intensive 30-day interventions to extended therapeutic community models, accommodating varying clinical needs and recovery pathways
- **Trauma Recovery Centers**: Specialised programming for post-traumatic stress disorder and complex developmental trauma, integrating somatic, cognitive, and cultural healing modalities
- **Integrated Mental Health Services**: Dedicated interventions addressing co-occurring disorders that frequently complicate recovery trajectories

The Centre for Excellence: Building a Broader Support System

- **Family Systems Healing**: Therapeutic spaces where family units can engage in collective healing, rebuilding connections damaged through addiction and trauma
- **Vocational Development Programs**: Practical skill acquisition preparing clients for successful community reintegration
- **Indigenous Cultural Healing Spaces**: Dedicated environments for ceremonial practices, cultural activities, and traditional healing methodologies

The Centre for Excellence: Knowledge Impact

- A distinguishing feature of this proposal is the integration of research, education, and clinical practice. The site will function as an applied learning environment where:
- **Academic Affiliations**: Post-secondary institutions place students for supervised clinical practicums across multiple disciplines (counseling, nursing, social work, Indigenous studies)
- **Applied Research**: Investigators study the effectiveness of integrated and culturally-grounded approaches, generating empirical evidence for promising practices
- **Treatment Innovation**: Novel therapeutic methodologies are developed and evaluated in controlled settings, advancing the field of addiction medicine

The Centre for Excellence: Knowledge Impact

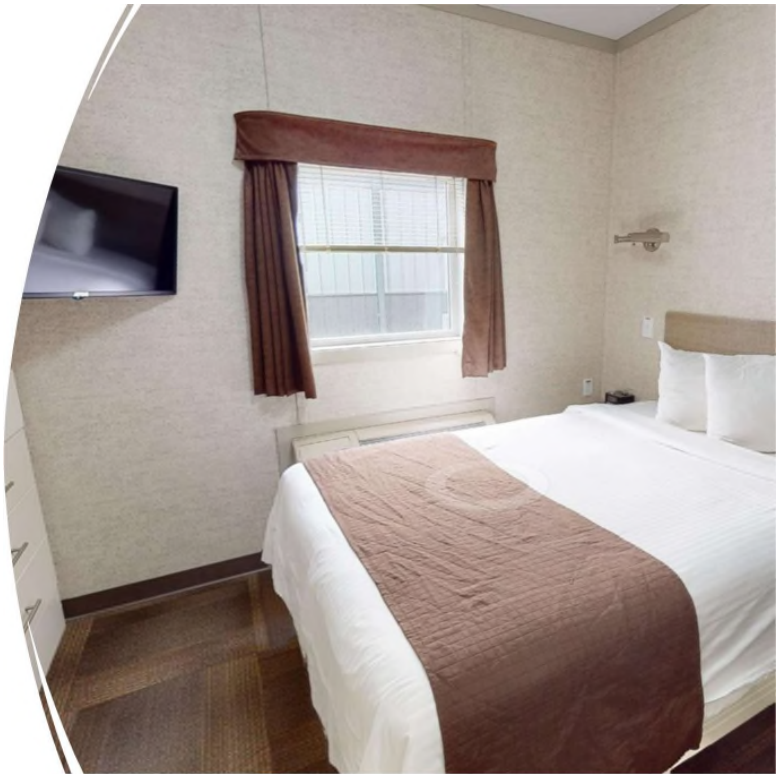
- **Workforce Development**: Healthcare professionals receive specialised training addressing critical staffing shortages in northern communities
- **Knowledge Mobilization**: Findings are systematically documented and disseminated through publications, conferences, and professional education
- This integration creates a continuous improvement cycle where research informs practice, practice shapes education, and education produces qualified professionals who advance both research and practice—establishing the site as a national centre of excellence.

The Centre for Excellence: Workforce Development

- **Post-Secondary Institution Collaborations such as;**
- **University of British Columbia:** Faculty of Medicine partnership for psychiatric residency training and addiction medicine research
- **University of Northern BC:** Social work and nursing student placements, northern health research
- **Kwantlen Polytechnic University:** Indigenous social work program integration and land-based healing research
- **Northern Lights College:** Practical nursing and support worker training programs

The Centre for Excellence: Affordable Housing

- **1,000+ Beds for Essential Workers** - Teachers, healthcare workers, emergency services, skilled trades supporting regional development
- **Seamless Recovery Transition** - Provides transitional housing flow for program participants completing treatment, supporting long-term recovery and community integration
- **Immediate Housing Relief** - Eliminates 500+ km travel barriers for workers serving northern communities, supporting regional economic development
- **Sustainable Revenue Generation** - Income from workforce accommodation (53% of total revenue) while serving critical community need



Technology and Innovation Integration

- **Digital Health Solutions**: Telehealth platforms extending services to remote communities
- **Data Analytics Platform**: Real-time outcome tracking and predictive modeling for treatment optimization
- **Virtual Reality Therapy**: Innovative treatment modalities for trauma and addiction recovery
- **Electronic Health Records Integration**: Seamless coordination with provincial health systems

Policy Alignment

- **BC's Pathway to Hope**: Direct implementation of mental health and addictions strategy
- **Truth & Reconciliation**: Operational advancement of Calls to Action in healthcare delivery
- **Economic Development**: $35M+ annual direct economic impact with 150+ sustainable positions
- **Regional Equity**: Enhanced healthcare access for northern and rural communities
- **Skills Development and Workforce Training**: Integration of trades and skills training supporting BC's labour market needs and participant employment outcomes

Commercial Governance Structure - Business-Focused Operations

- **NWWC Role: Strategic Acquisition Leader**
- **Facility Acquisition:** NWWC leverages 25+ year track record and Treaty 8 relationships to secure Site C facility from BC Hydro
- **Asset Transfer:** Once secured, operational control transfers to purpose-built non-profit entity
- **Site C Centre for Excellence Ltd. - Independent Commercial Operations**
- **Commercial Board:** Business-focused directors with expertise in large-scale facility operations, revenue optimization, and multi-tenant management
- **Revenue-Focused Management:** Professional hospitality/accommodation industry executives managing commercial operations, marketing, and facility optimization
- **Financial Performance Mandate:** Operate as profitable social enterprise with clear accountability for financial sustainability and growth

Outsourced Programming Model - Best-in-Class Service Delivery

- **Clinical Excellence Partners:** Contract with leading addiction/mental health organizations to deliver specialized programming in dedicated facility space
- **Academic Research Partners:** Universities and research institutions lease space and provide evidence-based programming evaluation
- **Expert Service Providers:** Indigenous healing practitioners, trauma specialists, and other experts contracted for specific program delivery

Clear Separation of Functions

- **Facility Operations:** Commercial entity focuses on accommodation services, facility management, revenue generation, and customer satisfaction

- **Clinical Programming:** Specialized providers focus on treatment excellence, research, and outcome measurement without operational distractions

Economic Benefits

- **Employment Generation**:
- Creation of 150+ sustainable positions across clinical, administrative, and operational functions
- Additional employment through partner organisations and commercial services
- Construction and renovation employment during implementation phases
- Training and employment pathways for program participants

Economic Benefits

- **Workforce Development**:
- Specialised training programs addressing critical healthcare human resource deficits
- Career advancement opportunities for local residents, including Indigenous community members
- Professional development for existing healthcare practitioners
- Academic placements creating a pipeline of qualified professionals for northern communities

Economic Benefits

- **Healthcare System Efficiencies:**
- Reduced emergency department utilisation and hospitalisation rates
- Decreased interaction with law enforcement and justice systems
- Lower transportation expenditures for northern residents requiring specialised care
- Improved health outcomes reducing long-term healthcare utilisation

Economic Benefits

- **Community Economic Benefits:**
- Increased economic activity supporting local businesses and services
- Enhancement of community infrastructure and amenities
- Potential property value appreciation in surrounding areas
- Attraction and retention of professionals to the region

Economic Benefits

- **Social Return on Investment**:
- Each dollar invested in comprehensive addiction treatment generates $7-$12 in reduced healthcare expenditures, criminal justice costs, and productivity improvements
- Intergenerational economic benefits through family system stabilisation
- Community-wide economic advantages from reduced substance use impacts

Your Role in Making This Happen

- **Strategic Advocacy:** Help open doors with government and BC Hydro decision-makers
- **Strategic Advice:** Support the setting up of the commercial operation and programs
- **Seed Investment:** Support NWWC in securing grants and local support to complete due diligence and secure facility acquisition
- **Support Fundraising for Working and Growth Capital:** To support NWWC in securing public and private sector funding to optimize operations and establish full programming capacity

Thank You

Contact Information:

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North Wind Wellness Centre Society
director@northwindwc.ca

Mukhtar Latif, Strategic Development Consultant
Pomegranate Housing Consultancy
mukhtarlatif@hotmail.com
778-681-4081

Presentation to:
Peace River Regional District

by:
Ministry of Indigenous Relations and Reconciliation

BRITISH COLUMBIA

Northeast Land Transfers

July 17, 2025

Land Transfer Context

Selected from Crown lands

Treaty Land Entitlement

(Historic Treaty Settlement)
Canada, BC and First Nation

- TLE Settlement and Lands Agreements (Signed Feb. 2023)
- Making up for land owed over 100 years under Treaty 8 *(missed at the time of Treaty)*
- Land transfers to Canada and in fee simple
- First Nations
  - West Moberly & Halfway River
  - Blueberry River & Doig River
  - Saulteau First Nations

Site C Tripartite Land Agreements

(Accommodation for project impacts)
BC Hydro, BC and First Nation

- Lands to *accommodate for adverse impacts of the Site C project* to Treaty 8 rights.
- Land transfers in fee simple (as private land);
  - First Nations may apply to have some lands added to existing reserve land.
- First Nations *(with signed agreements)*
  - Halfway River, McLeod Lake, Saulteau
  - Doig River, Prophet River, West Moberly

How Lands are Transferring

TLE Shortfall Lands	TLE ATR *Additional Lands	TLE Fee Simple *Additional Lands	Site C Land Transfers
☐ Treaty 8 TLE – historic debt	☐ TLE – Reconciliation	☐ TLE – Reconciliation	☐ Accommodation
☐ Addition to Reserve (ATR)	☐ Addition to Reserve (ATR)	☐ Fee Simple	☐ Fee Simple
☐ Land transfers at no cost	☐ First Nation purchases land	☐ First Nation purchases land	☐ BC Hydro pays cost of lands

*Note about TLE Additional Lands:

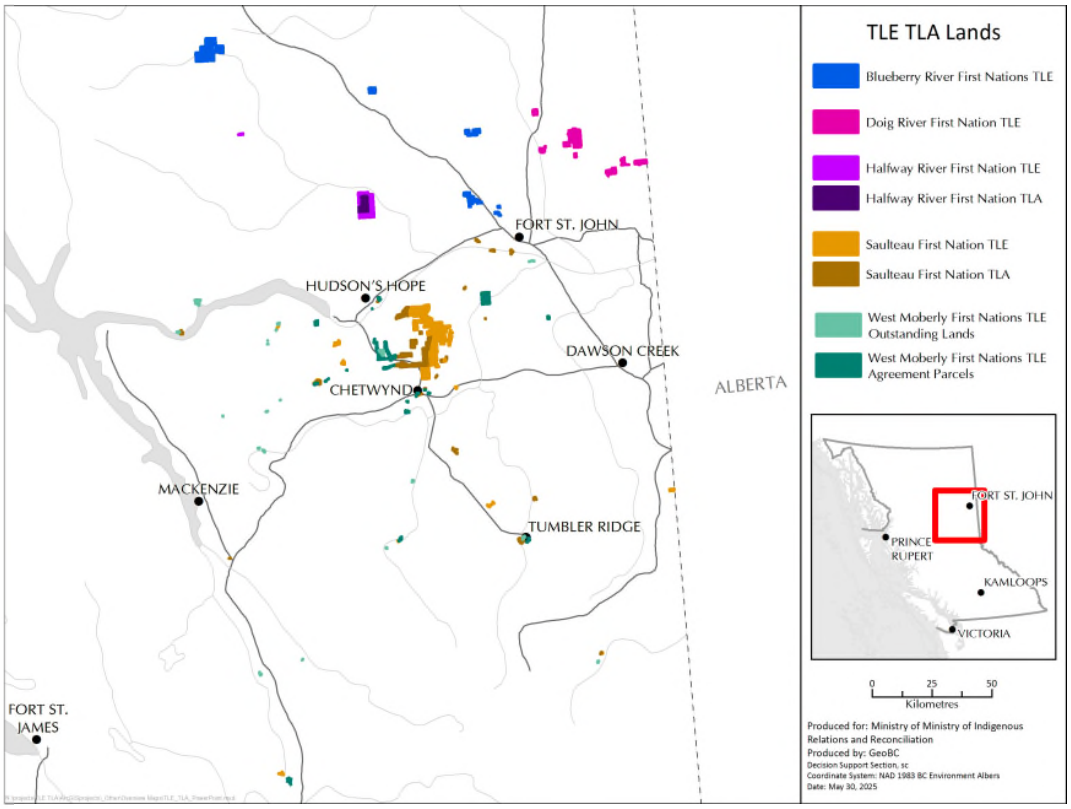
The final Treaty Land Entitlement (TLE) settlement between British Columbia, Canada, and the five Treaty 8 First Nations commits the Province to provide, in addition to the original Shortfall lands owed, opportunities for the Nations to purchase additional lands at fair market value as part of reconciliation efforts.

"Additional" and "Reconciliation" lands both refer to the same thing:

- Defined as "Additional Lands" in the TLE Agreements with West Moberly, Halfway River, Blueberry River, and Doig River First Nations.
- Defined as "Reconciliation Lands" in the TLE Agreement with Saulteau First Nations.

*ATR = Addition to Reserve (Federal process to add land as Indian Reserve)

TLE Land Transfers Overview



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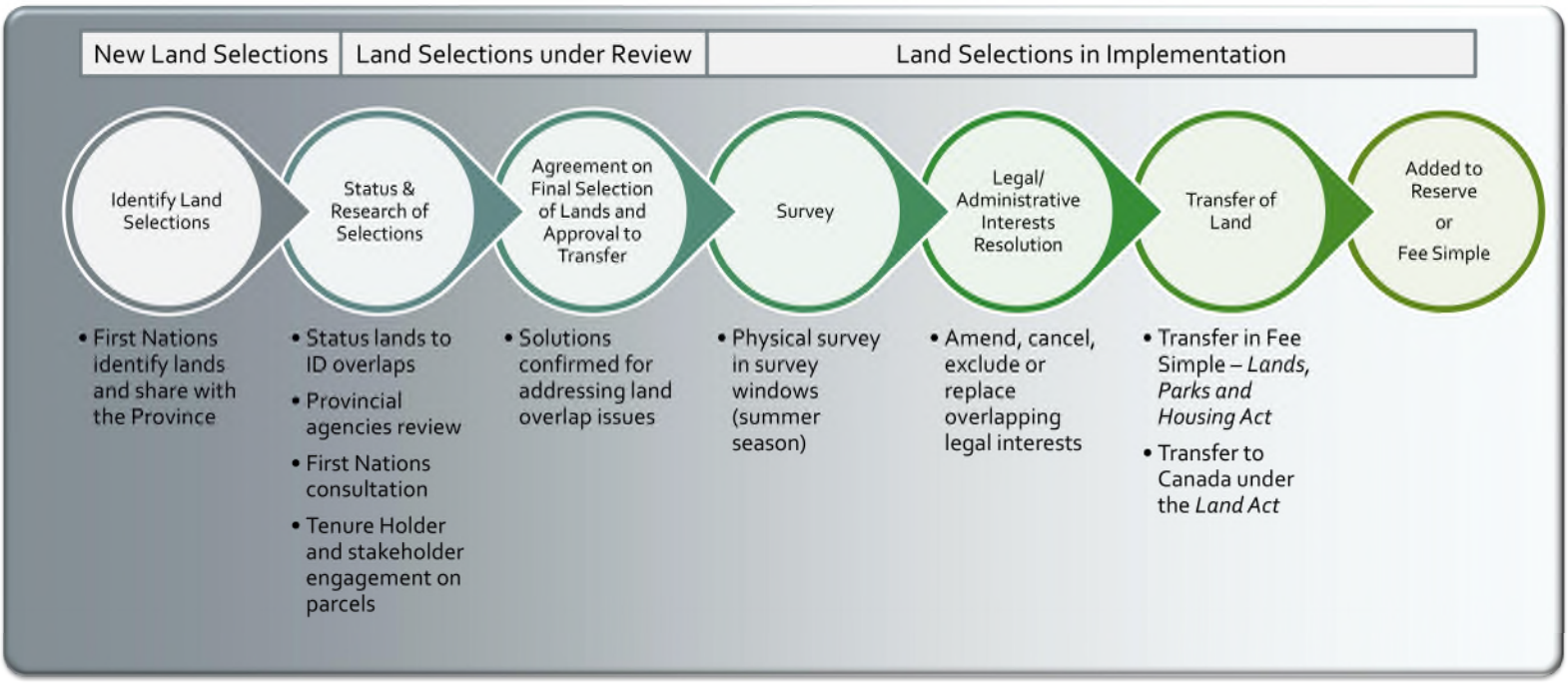
TLE Context - Background

- Fundamental change in the engagement and dialogue in the Northeast
  - Settles an outstanding claim with Canada and the Province
  - Tangibly demonstrates the Province's commitment to reconciliation
  - Provides substantive land to Treaty 8 First Nations for many reasons (e.g., economic, cultural, spiritual)
  - Is the first expansion of Treaty 8 reserves in decades

Engagement to Date

- Engaged and presented parcels from 2017 – 2021
- Consistent updates at Northeast Roundtable meetings and update to PRRD in July 2023
- Opportunities to share comments, concerns, potential impacts
  - In writing (comment forms, email, letters)
  - Local government
  - Northeast Roundtable
  - Focused meetings with interest groups
  - Open Houses
- Shared the What We Heard Report as part of closing engagement on parcels
- Shared stakeholder comments with decision makers
- NEW: Initiating engagement on the first package of Outstanding Lands (June 3, 2025)

Land Transfer Process



Land Transfers Status

First Nation	Signed Agreement	Process Stage
BRFN	TLE	Implementation
DRFN	TLE	Implementation
	Site C TLA	Land selections to be identified
HRFN	TLE Site C TLA	Implementation
WMFN	TLE	Implementation Phase 1 Outstanding Lands Land selections to be identified (remaining unselected portion of quantum)
	Site C TLA	Land selections to be identified
SFN	TLE Site C TLA	Finalizing provincial parcel review and stakeholder engagement
PRFN	Site C TLA	Land selection discussions underway
MLIB	Site C TLA	Land selection discussions underway

Note: the lengthy land transfer process means that parcels are sequenced and will transfer at different times.

Transferred

Blueberry River
- Charlie Lake 1 & 2 (TLE Shortfall Lands)

Halfway River
- Tsaa Nuna 3 (TLE Shortfall Lands)

West Moberly
- Summit Lake 1 & 5 (Fee Simple Additional Lands)
- Moberly Lake South Shore (ATR Additional Lands)

Current Implementation Priorities
(survey instructions provided or in development)

Blueberry River First Nations
- Dancing Grounds TLE (Shortfall)
- Red Creek 2a

Doig River First Nation
- KTP 1 TLE (Shortfall)
- KTP 2, 3, Broomfield TLE (Shortfall)
- Mygosh West TLE (Shortfall)
- Doig South, Mygosh East, Doig East South TLE (Fee Simple Additional)

Halfway River First Nation
- Tsaa Nuna 3 TLA (fee simple)
- Chowade TLE (Shortfall)

West Moberly First Nations
- Moberly Lake North Shore (ATR Additional), Moberly Lake Golf Course (Fee Simple Additional)
- Hudson's Hope South (formerly School) (ATR Additional)
- Stewart Lake North Shortfall, Stewart Lake North (ATR Additional), and Stewart Lake East (ATR Additional)
- Tumbler Ridge 100 Acre Woods, Tumbler Ridge South (ATR Additional)
- Summit Lake 2, 3, 4 (Fee Simple Additional)

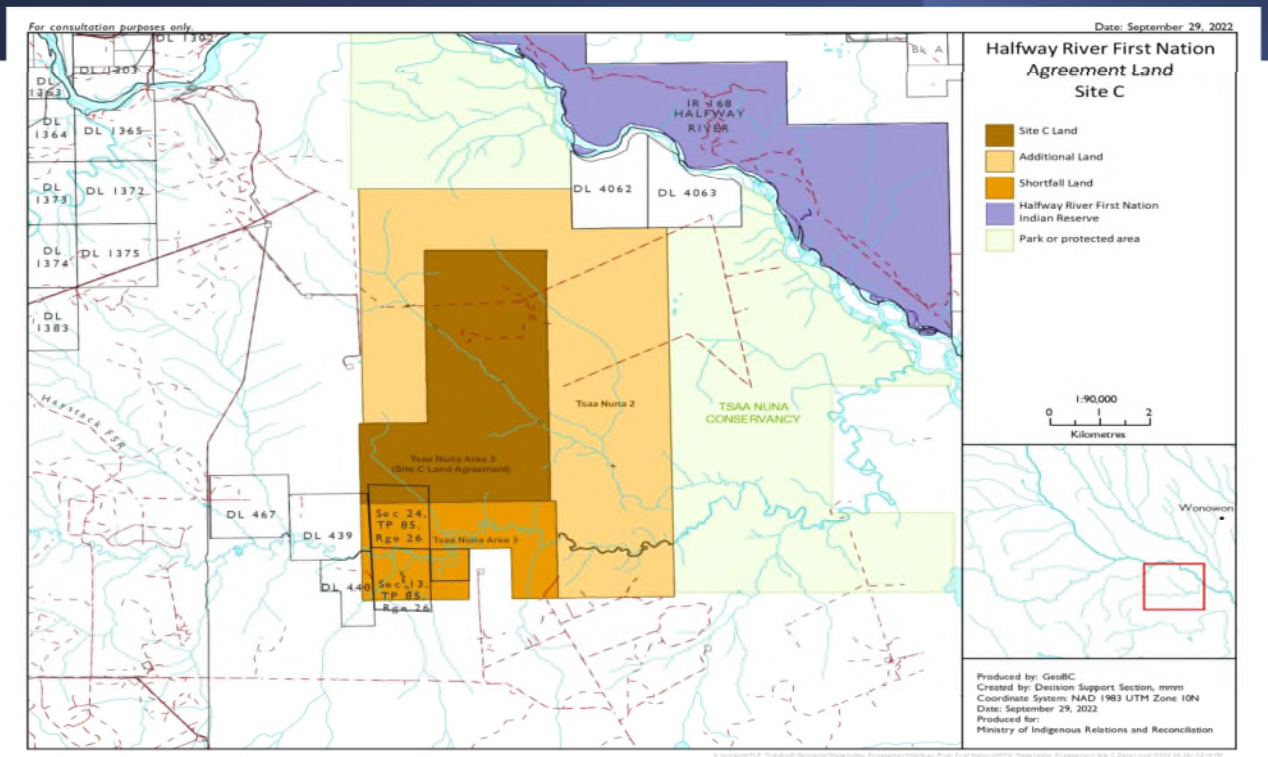
Transfer Priorities – Transferred/anticipate transfer in 2025

Blueberry River	- Dancing Grounds (TLE Shortfall Lands)
Doig River	- KTP 1, 2, 3, Broomfield and MyGosh West (TLE Shortfall Lands) - MyGosh East, Doig South, and Doig East-South (TLE Fee Simple Additional Lands)
Halfway River	- **Tsaa Nuna 3 (Site C TLA fee simple lands)**
West Moberly	- Summit Lake 4 (**pending consultation*) (TLE Fee Simple Additional Lands) - Moberly Lake Golf Course (TLE Fee Simple Additional Lands) - Moberly Lake North Shore (TLE ATR Additional Lands) - Hudson's Hope South (TLE ATR Additional Lands)

Halfway River TLA Site C Parcel

- The Site C Tripartite Land Agreement between BC, BC Hydro and Halfway River First Nation was signed in 2017. It committed the Province to transferring 4500 acres of crown land in fee simple to Halfway River to accommodate the impacts of the Site C energy project on Halfway River's treaty rights.
- Halfway River chose a single parcel; adjusted boundaries to avoid major encumbrances
- The Province engaged with PRRD through the public engagement phase to answer all question (specifically with correspondence with Karen Goodings 2018-2019)
- The parcel is aligned with Halfway's TLE parcels.
- PRRD provided a Letter of Support for the TLE parcels in July 2023.
- Province is at a stage where we have met all legal obligations for the transfer of the TLA land.

Halfway River First Nation TLA Site C Parcel Map



Engagement Next Steps

Blueberry River First Nations (upcoming)

- Halfway River Trail (engagement is coming – no current timeframe – timing TBA)

West Moberly TLE Outstanding Lands (today)

- Today: Outstanding Lands Package 1 (16 parcels total):
  - 3 (additions to existing parcels)
  - 13 Outstanding Lands package 1 (new parcels)
- Future: new Outstanding Lands (future engagement once parcels are identified)

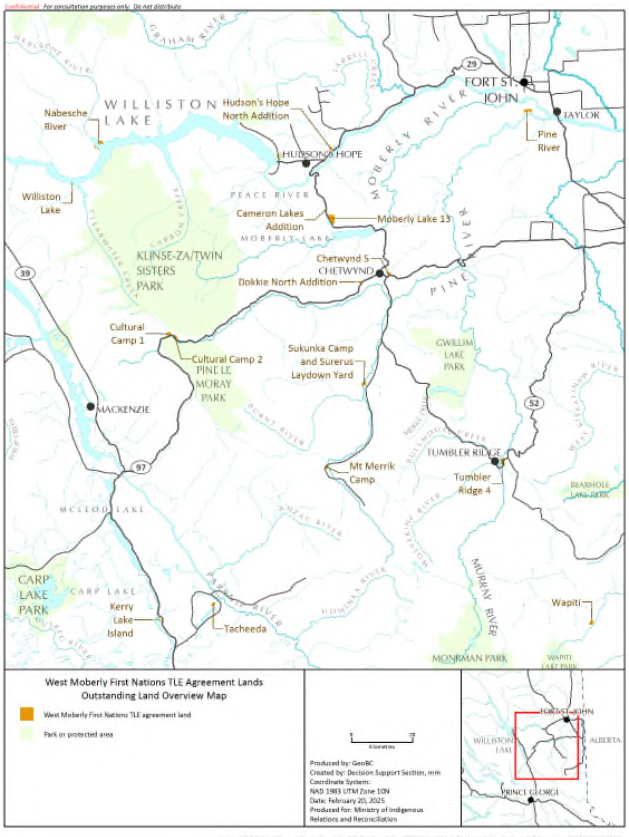
Site C Tripartite Lands Agreements (some lands not yet identified)

- Future engagement once parcels are identified

Ongoing updates to parcels in implementation (in the What We Heard Report)

Thoughts?

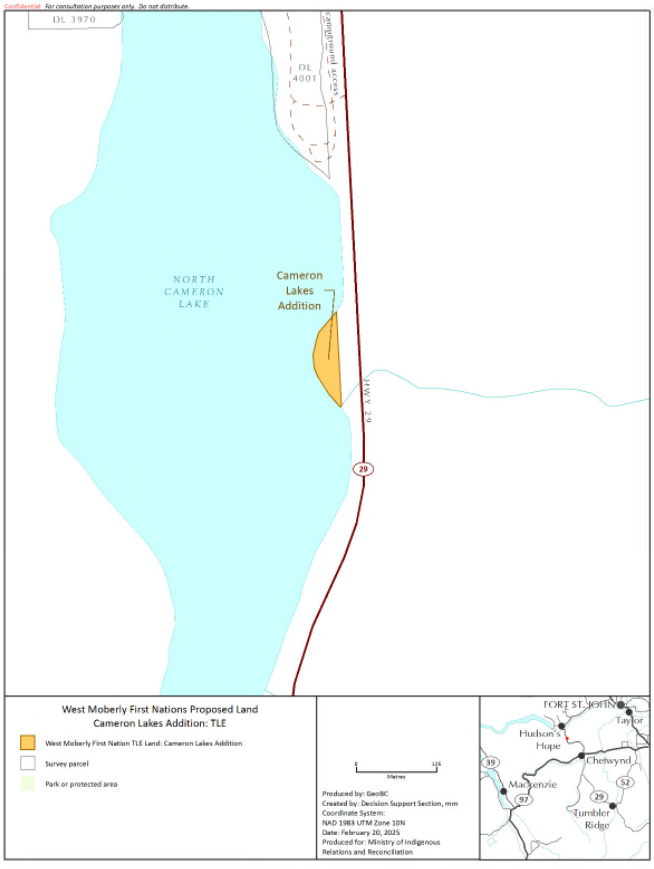
Phase 1 Outstanding Lands Overview



Cameron Lakes Addition

(Small turnaround between Highway 29 right of way and Cameron Lake)

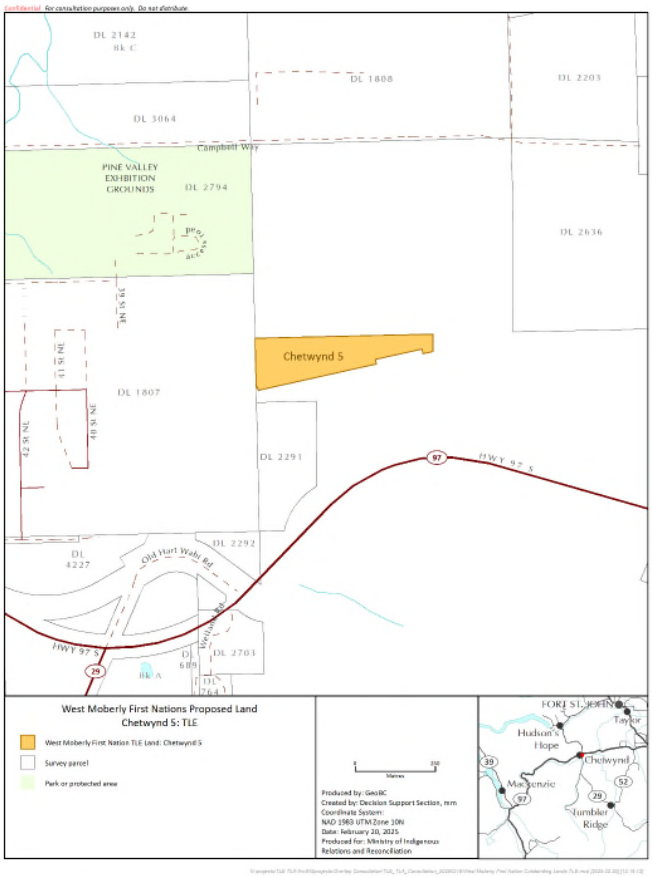
- Fee Simple Additional
- 0.74 ha



Chetwynd 5

(East of Chetwynd, near the junction of Highway 97 and Highway 29)

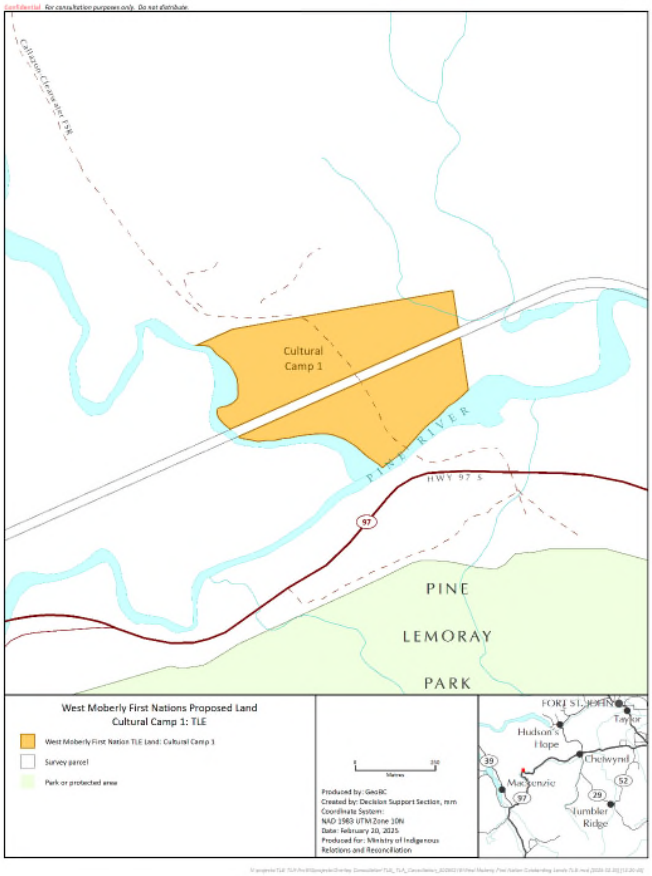
- ATR Additional
- 5.8 ha



Cultural Camp 1

(Along Pine River, north of Pine Le Moray Park)

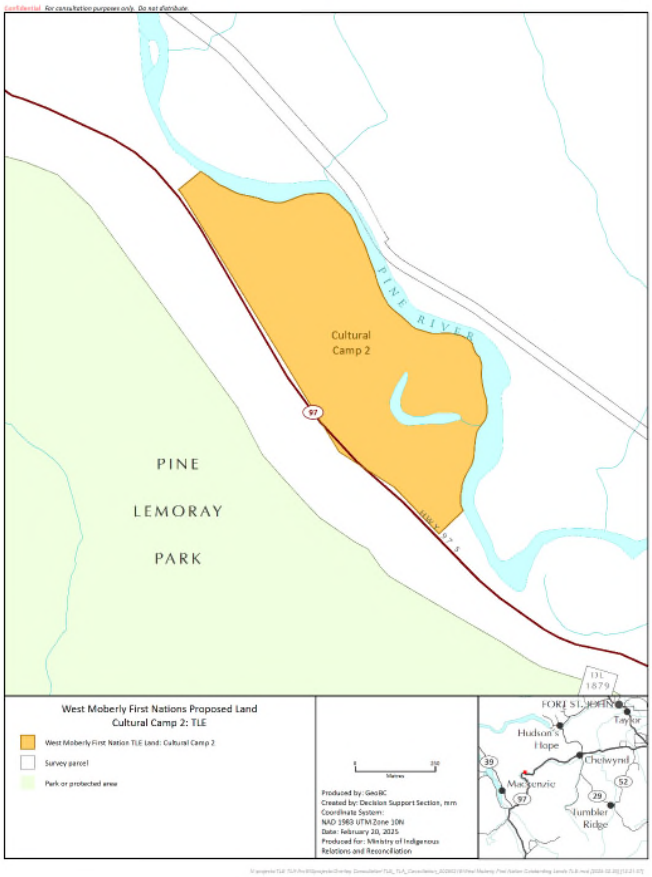
- Fee Simple Additional
- 27 ha



Cultural Camp 2

(Along Pine River, northeast of Pine Le Moray Park)

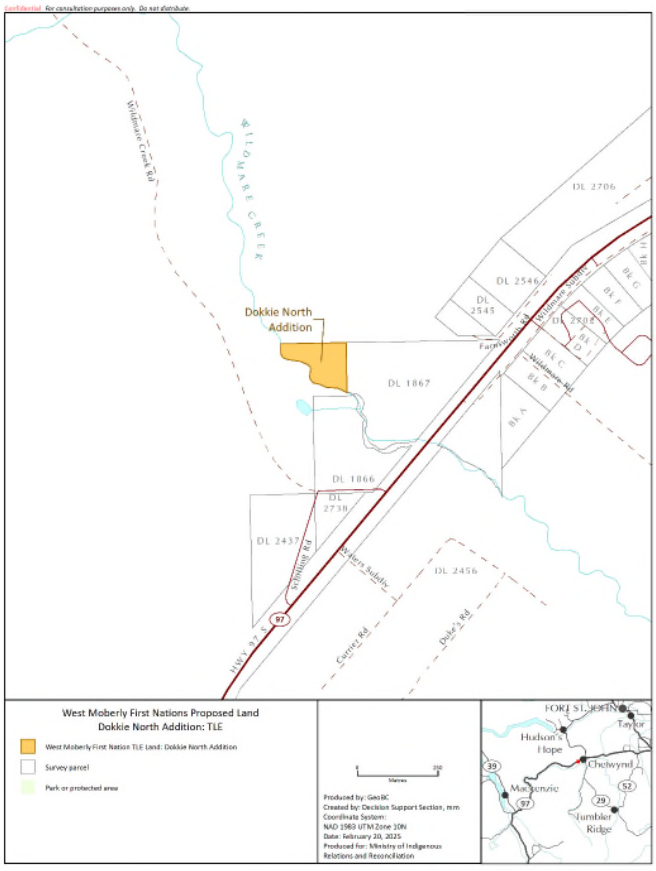
- Fee Simple Additional
- 46.1 ha



Dokkie North Addition

(adjacent to West Moberly's TLE Dokkie North parcel)

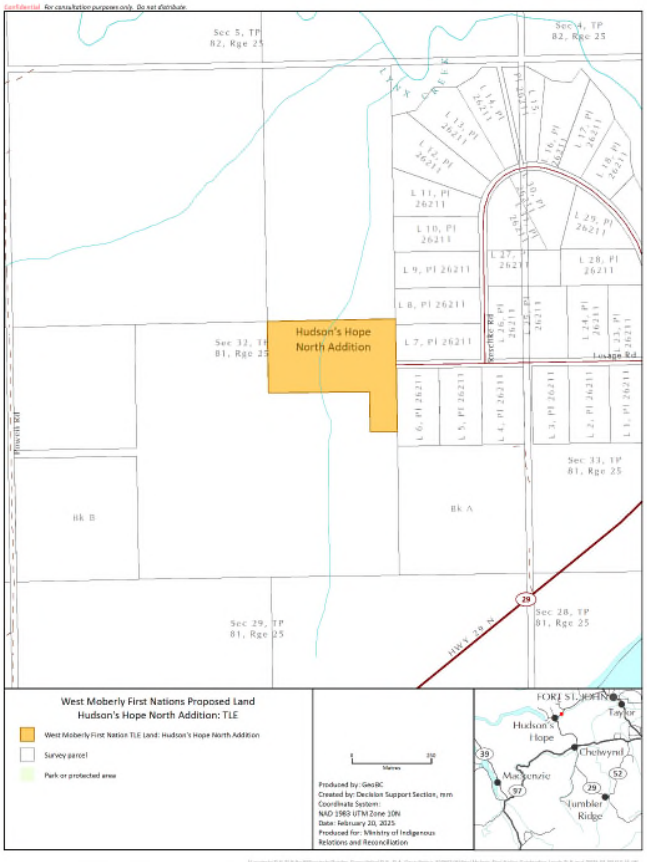
- ATR Additional
- 2.78 ha



Hudson's Hope North Addition

(adjacent to West Moberly's TLE Hudson's Hope North parcel)

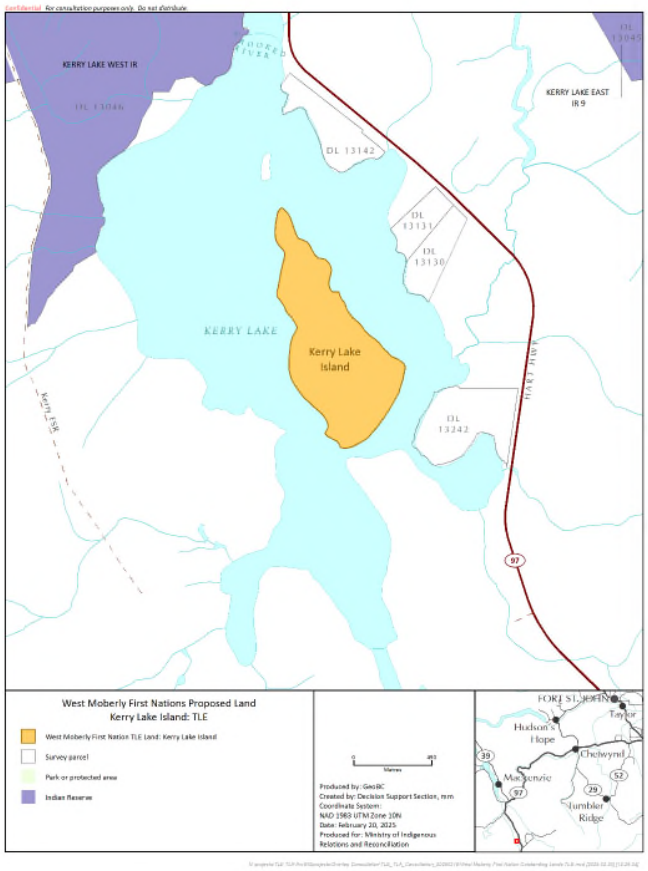
- ATR Additional
- 10.25 ha



Kerry Lake Island

(in Kerry Lake, south of District of Mackenzie)

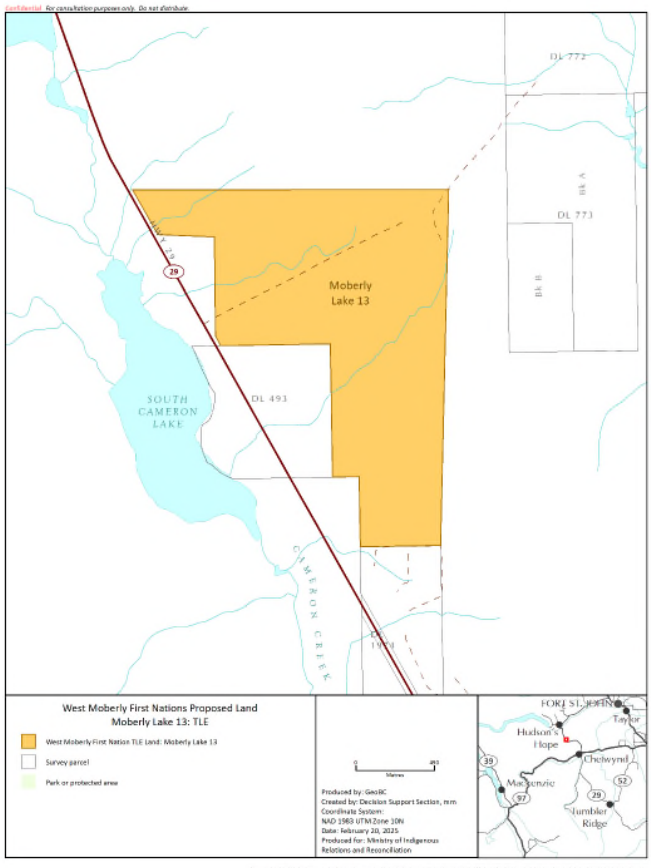
- Fee Simple Additional
- 57.9 ha



Moberly Lake 13

(South of District of Hudson's Hope, near Highway 29)

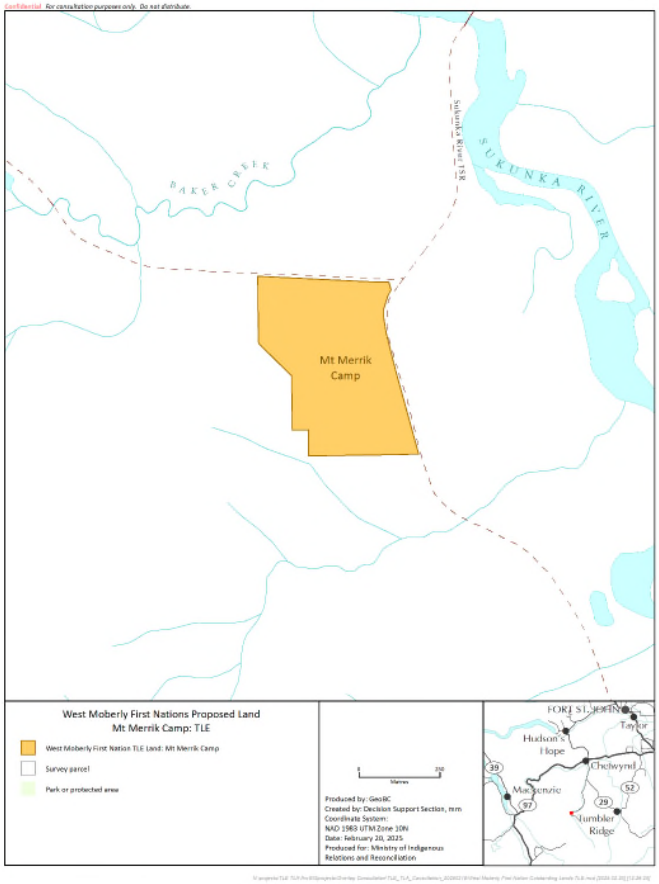
- ATR Additional
- 233.5 ha



Mt Merrick

(Northwest of District of Tumbler Ridge along Hart Ranges on Sukunka River)

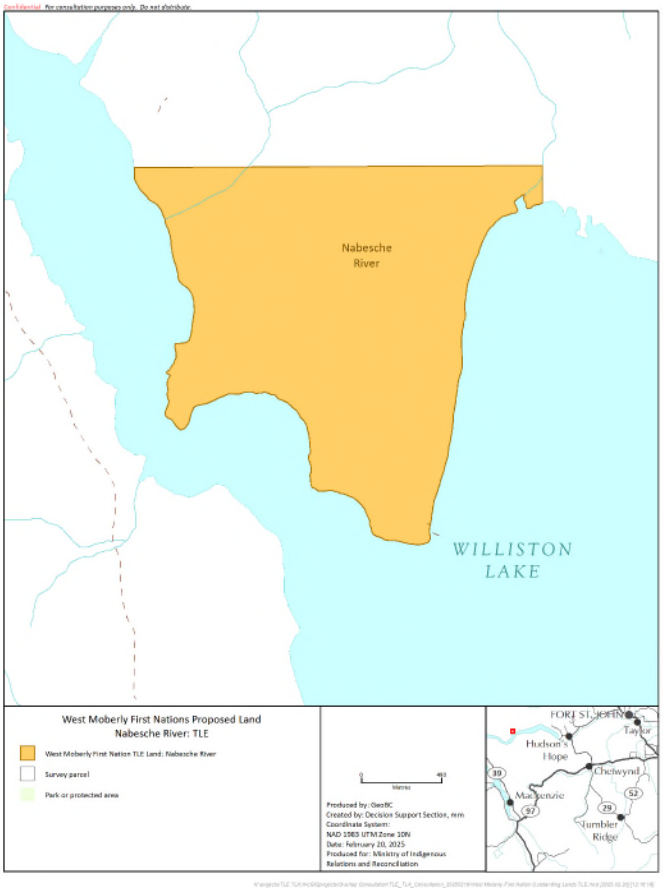
- Fee Simple Additional
- 19.9 ha



Nabesche River

(Along the Nabesche River, west of District of Hudson's Hope)

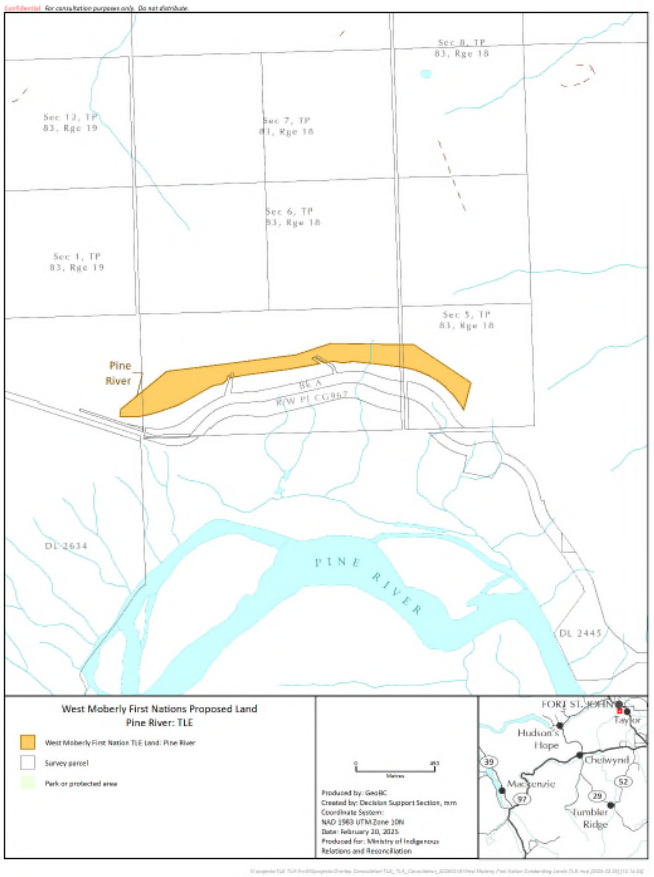
- Fee Simple Additional
- 337.2 ha



Pine River

(West of District of Taylor, South of Fort St. John)

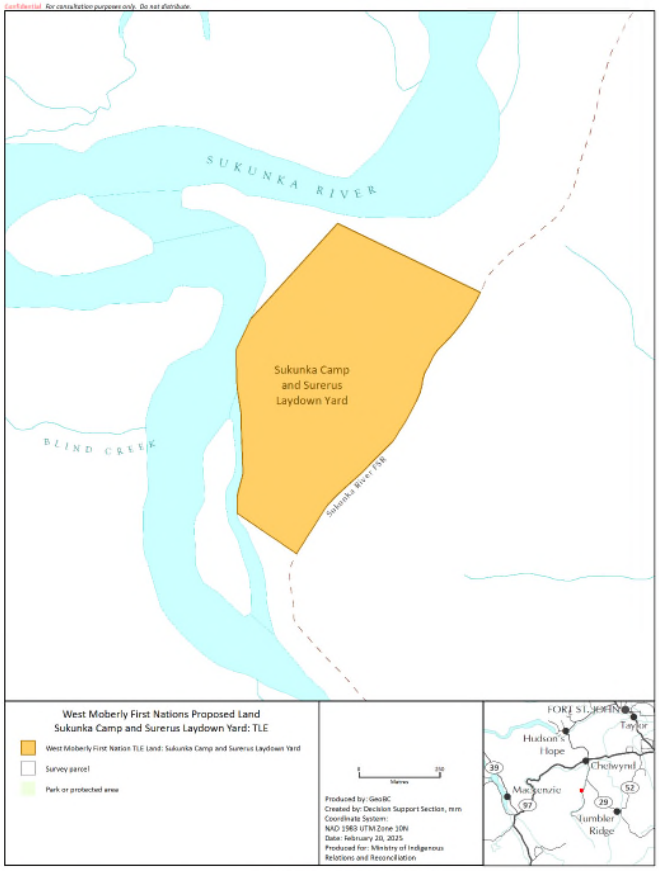
- ATR Additional, 28 ha



Sukunka Camp and Surerus Laydown Yard

(South of Chetwynd, near the Sukunka River, accessed via Sukunka Forest Service Road)

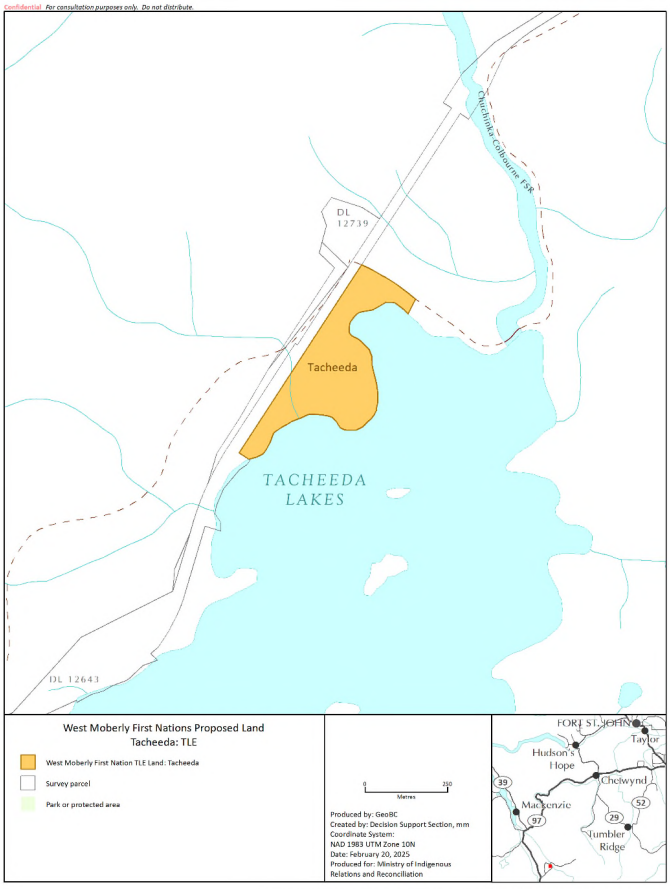
- Fee Simple Additional
- 43.4 ha



Tacheeda

(North of Tacheeda Mountain along Tacheeda Lakes)

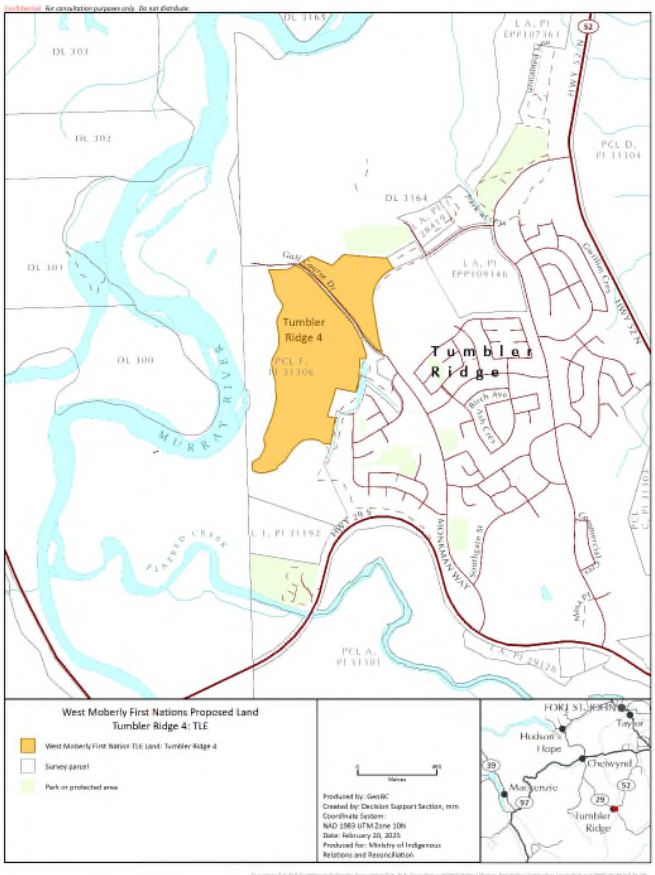
- Fee Simple Additional
- 10.12 ha



Tumbler Ridge 4

(Within District of Tumbler Ridge, off Highway 29)

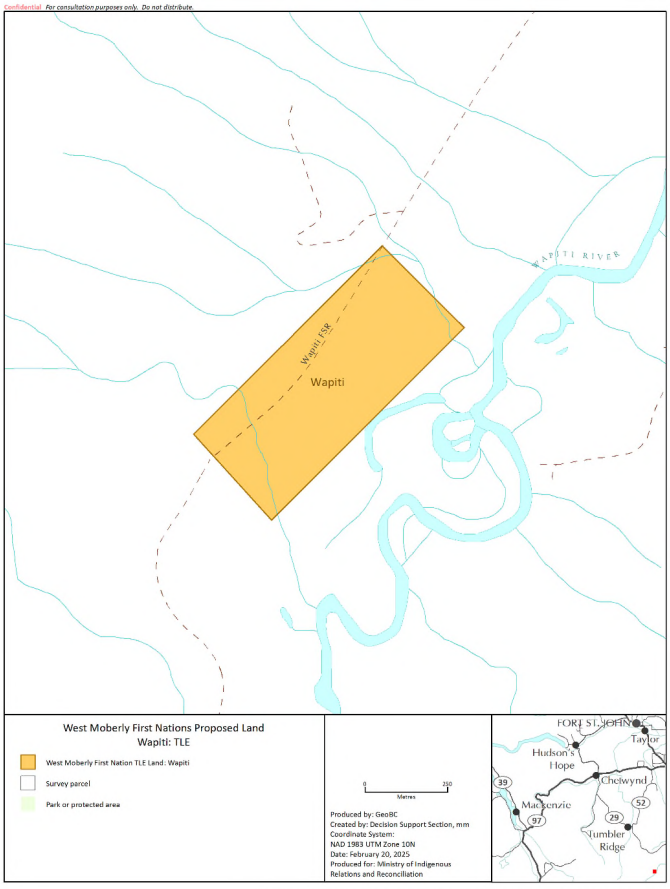
- Fee Simple Additional
- 62 ha



Wapiti

(South of Tumbler Ridge, near the Wapiti River)

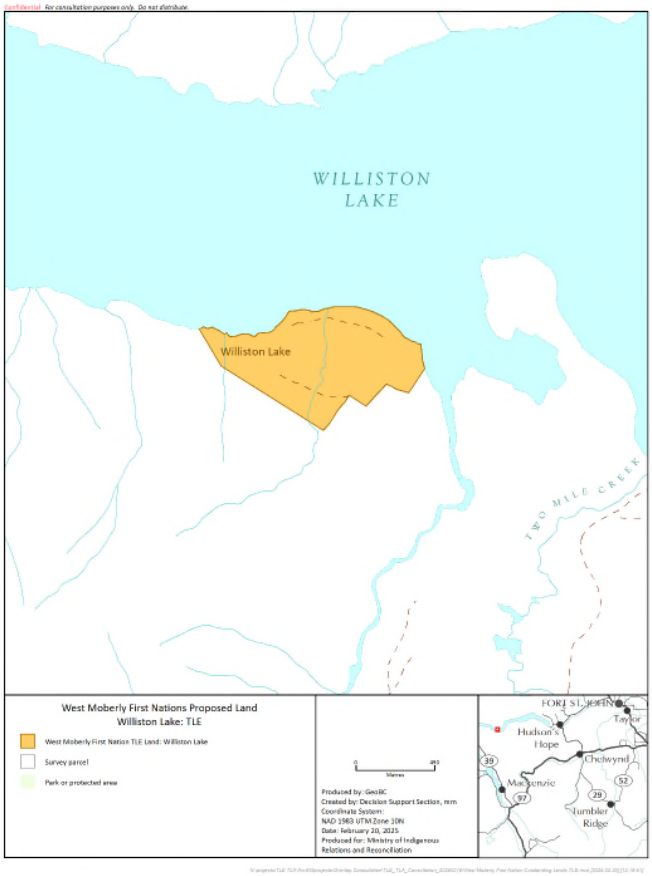
- Fee Simple Additional
- 28.7 ha



Williston Lake

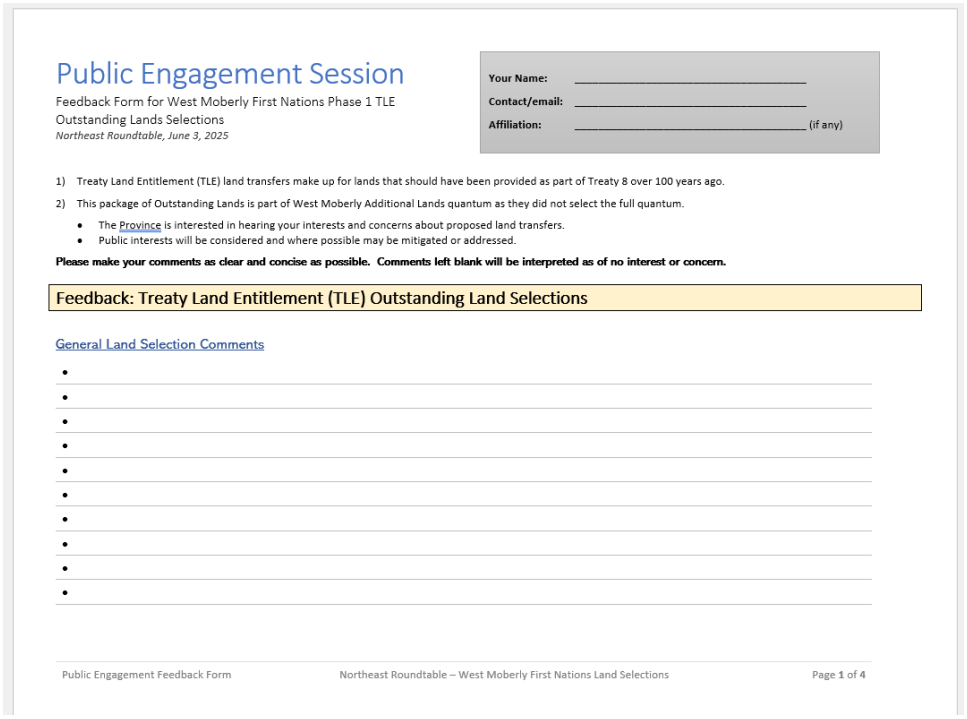
(Northwest of Klinse-Za/Twin Sisters Park, off Point Creek)

- Fee Simple Additional
- 61.7 ha



Comment Form

Site Specific Comments



Public Engagement Session

Feedback Form for West Moberly First Nations Phase 1 TLE Outstanding Lands Selections

Northeast Roundtable, June 3, 2025

Your Name: _____

Contact/email: _____

Affiliation: _____ (if any)

1) Treaty Land Entitlement (TLE) land transfers make up for lands that should have been provided as part of Treaty 8 over 100 years ago.
2) This package of Outstanding Lands is part of West Moberly Additional Lands quantum as they did not select the full quantum.
   - The Province is interested in hearing your interests and concerns about proposed land transfers.
   - Public interests will be considered and where possible may be mitigated or addressed.

Please make your comments as clear and concise as possible. Comments left blank will be interpreted as of no interest or concern.

Feedback: Treaty Land Entitlement (TLE) Outstanding Land Selections

General Land Selection Comments

-
-
-
-
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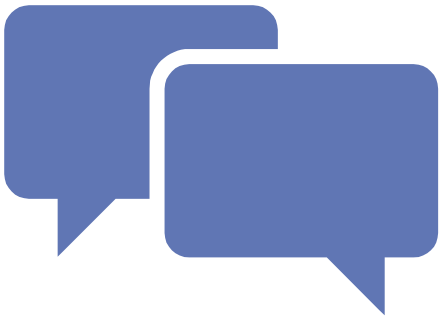
-
-
-

Public Engagement Feedback Form Northeast Roundtable – West Moberly First Nations Land Selections Page 1 of 4



Future Engagement

How would you like us to engage with you going forward (e.g. frequency, delegations regular, when specific milestones are reached)

We are committed to ongoing engagement which includes to listen, capture, and consider comments and concerns on West Moberly Outstanding Lands by **October 15, 2025**:

- **Engage**
- **Document**
- **Address**
- **Share Outcomes**

NE Land Transfers govTogether:
https://engage.gov.bc.ca/govtogetherbc/engagement/land-transfers-in-northeast-bc/
Email: mirr.northeast@gov.bc.ca by October 15, 2025.

North Peace District 4-H
Box 6046 Fort St John, BC
V1J 4H6

June 23, 2025

Dear Leonard and Reid

On behalf of the North Peace District 4-H Council's I would like to request your approval to waive the tipping fees for our Animal Waste from 4-H District Achievement Days. Raven Oilfield Services generously donates their trucking and fuel and supplies our 3-day event with portapotties and bins for our animal bedding and waste. There is no garbage in these bins. While we had always operated under the assumption that they donated the bins and trucking, we had never considered that they are faced with a tipping fee to dispose of the waste that they also cover.

While I do understand that there is the option to apply for a grant to cover this cost, that we will be applying for next year, I am wondering if this extra expense is something that can be brought forward to the Board of Directors for review, with the hope that the PRRD can waive the tipping fees of this organic matter which is beneficial to the biome of the landfills.

4-H is a program that has been dedicated to the development of leadership and work ethic in youth for more than 100 years. 4-H helps young people prepare for their future by focusing on knowledge, leadership, citizenship, and personal development, so that they can become productive, confident adults who make their community and country a better place to live.

Achievement Days will be held July 4-6, 2025 at the North Peace Fall Fairgrounds. With 70 members doing projects in beef, sheep, swine, alpaca, dog and small engines, and with many members doing 2 or 3 projects, we will be hosting the largest event to date and an event that exceeds most 4-H Clubs. Members and animals are judged on grooming, showmanship and conformation at Achievement Days and a sale of top-quality steers, lambs and pigs follows the events. There will also be a sheep parade, so we would like to be able to give a prize for the best costume and a Kid Zone and Farmer's Market. All will contribute to making this year's event the biggest to date.

Thank you for considering our request.

Sincerely,

Jennifer Snider
Secretary, North Peace District 4-H Council
[redacted]

From: Blaney, Jennifer <Jennifer.Blaney@ovintiv.com>
Sent: Tuesday, June 24, 2025 9:04 AM
Cc: Rolick, Adam <Adam.Rolick@ovintiv.com>
Subject: Peace River Regional District - Ovintiv Field Tour Proposal

Good morning, Becky –

I have an outstanding deliverable to put together an operations tour proposal for awareness and information sharing for PRRD officials from my last couple of meetings with Board Chair Hiebert.

I have attached a sample tour plan (below) that can be adjusted based on what PRRD officials (and staff, subject to capacity limitations) are most interested in.

Potential dates:

- July 28/ 29/ 30/ 31
    - Note - depending on the level of interest, it may not be possible for Ovintiv to mobilize logistics quickly enough for these dates following the July 17th PRRD Board meeting.

- September 10/ 11/ 17/ 18
    - Note, September 10 & 11th are the only available dates when we will also have completions (hydraulic fracturing) operations running in the area; any of the tour stops in the sample tour plan could be swapped out for a completions site tour if desired.

- October 1/ 2

Request:

1. Please confirm whether there is interest in pursuing a tour, and indicate which of the above dates would be amenable (more than one option, if possible).
2. Please provide a rough count of participants.
3. Please provide feedback on the sample tour plan, what activities are of interest/ not.

Based on your response, we can work on logistics and tailoring the plan. The favour of a response by July 21st is very much appreciated. Please don't hesitate to reach out to Adam Rolick (Adam.Rolick@ovintiv.com) or myself with any questions or concerns.

Thank you very much for your consideration!

Jennifer
Jennifer Blaney
Government Relations Manager
t 403 645 5809

Ovintiv Canada ULC
ovintiv.com

Sample Ovintiv Tour Plan

Time (Local)	Description
08:30- 09:30	Ovintiv Dawson Creek office - safety briefing, PPE, continental breakfast 37 Vic Turner Airport Road, Dawson Creek
09:30 - 10:00	Bus to Tour Stop 1: Farmington Water Resource Hub
10:00 - 10:45	Tour electrified closed-loop industrial water reuse plant, storage and distribution hub
10:45 - 11:00	Bus to Tour Stop 2: Sunrise Gas Plant
11:00 - 11:45	Tour electrified 400+ million cubic feet per day natural gas processing facility
11:45 - 12:30	Bus to Tour Stop 3: Drilling Operations *Bag lunch provided en route
12:30 - 13:15	Tour Drilling Operations at existing 10-35 multi-well pad, 4 new wells
13:15 - 13:30	Bus to Tour Stop 3: Briar Ridge Pipeline Right of Way
13:30 - 14:30	Tour proactive planning and ecological restoration practices example
14:30 - 15:00	Bus to Ovintiv Dawson Creek Office, end of tour 37 Vic Turner Airport Road, Dawson Creek

From: REPSPA Info <info@rep-spa.ca>
Sent: Thursday, July 10, 2025 5:19 PM
Subject: July 30 - Invitation to BCER Virtual Engagement Session on the Regulatory Framework for Wind and Solar

The BCER would like to invite you to attend a virtual engagement session on July 30, 2025 at 9:30 to support the development of a regulatory framework for wind and solar energy projects in British Columbia. Please click on the attached calendar invite to save in your calendar.

As you may be aware, the *Renewable Energy Projects (Streamlined Permitting) Act* received royal assent on May 29, 2025. In coordination with the BCER, The Ministry of Energy and Climate Solutions is proposing regulatory changes for Fall 2025 that would remove the requirement for an environmental assessment for land-based wind projects, extend environmental protection and management regulations to wind and solar projects and provide the BCER with permitting authority over solar and wind projects. If the ministry's proposed changes proceed, as anticipated, the BCER would introduce a set of technical regulations in Spring 2026. These would establish permit application requirements for wind and solar energy projects and enable full lifecycle regulatory oversight by the BCER. To prepare for this, the BCER is developing the regulations needed to support this expanded role.

The session will focus on reviewing key policy issues currently under consideration. It is intended to provide industry proponents, local governments and associations with an opportunity to provide feedback and contribute to the development of the regulatory framework. The feedback received through engagement with First Nations, the public, industry and local government is critical to the development of these regulations.

For more information on the BCER's regulatory development process, or to access engagement materials and updates, please visit: https://www.bc-er.ca/how-we-regulate/legislative-framework/regulatory-update/renewables/ On this page you will find the BCER's regulatory intentions. You can provide written submissions on the regulatory intentions through this inbox: inbox@rep-spa.ca

We look forward to your participation and continued collaboration. If you have any questions or clarifications, please reach out to inbox@rep-spa.ca

Sincerely,

April Wynne-Chesniak

BC ENERGY REGULATOR

2025 BC's Top Employers

April Wynne-Chesniak
Executive Director, Regulatory
April.Wynne-Chesniak@bc-er.ca

Kelowna
Office Address Directory
BCER Web Site

T. 250-980-6082
F. 250 980-6053

From: Becky Grimsrud
Sent: Friday, July 11, 2025 8:13 AM
Subject: Invitation to FSJ Airshow

Good morning,

I'm writing to invite the PRRD chair or delegate to two events as part of the 2025 Fort St John International Airshow:

The Welcome Reception for performers is on Friday, August 1st at 7pm at the Pomeroy Hotel & Conference Centre in Fort St John.

The Opening Ceremony for the Airshow is on Saturday, August 2nd at 5pm at the North Peace Regional Airport.

If interested, the chair or delegate is welcome to say a few words of welcome at either or both event and of course stay for the reception and/or show.

Thank you,

Becky Grimsrud
Chair, FSJ International Airshow Society

PEACE RIVER REGIONAL DISTRICT

DIRECTOR REPORT

To: Chair and Directors Report Number: DR-BRD-104

From: Director Sperling Date: July 17, 2025

Subject: BC Hydro Grants-in-Lieu of Taxes Paid

PURPOSE/ISSUE:

For the Regional Board to consider allocating fifty percent of the annual BC Hydro Site C Grant-in-Lieu of Taxes (GILT) to Electoral Area C starting in 2027. Electoral Area C was significantly impacted by the construction of the Site C dam, including loss of land for taxation. The requested allocation of fifty percent of the Site C GILT would be considered compensation for those impacts.

RECOMMENDATION/ACTION: *[Corporate Weighted]*

That the Regional Board allocate fifty percent of the BC Hydro Grant-in-Lieu of Taxes attributed to the Site C dam, upon successful referendums in Area C at the 2026 local government election for either Aquatic Plant Harvesting, Potable Water, or both; further, that the fifty percent of the additional BC Hydro Grant-in-Lieu of Taxes amount paid to the Regional District for Site C be allocated to Area C on an ongoing annual basis, starting in 2027.

BACKGROUND/RATIONALE:

The Regional District receives an annual payment from BC Hydro as a Grant-in-Lieu of Taxes (GILT) for generating facilities, and annual funding through the Site C Regional Legacy Benefits Agreement. The Regional District has also received one-time funding from BC Hydro through the Community Measures Agreement, the Solid Waste Agreement, and the Charlie Lake Wastewater Treatment System Memorandum of Understanding (MOU).

Now that Site C is operating, the annual GILT payment has increased substantially. The Site C portion of GILT is currently $1,221,387 for 2025 and will be $1,376,469 for 2026.

The BC Government website provides four options for distributing the BC Hydro generating Grant-in-Lieu of Taxation (see website linked at the bottom of this report):

Option 1. For allocation of the payment is to apply the entire grants-in-lieu-of-taxes to the general administration service since it effectively reduces the amount of the general administration requisition.
Option 2. Applies the payment to all regional services.
Option 3. Applies the payment to a specific regional service.
Option 4. Applies the payment to all services that have a specific dam in their service area, with a default proration based on requisition for each service unless the Board resolves another method.

Effective May 8, 2024 the Peace River Regional District (PRRD) and BC Hydro entered into a Site C Clean Energy Project Community Agreement (Community Measures). The agreement will compensate the PRRD for the potential impacts of the Site C project on the PRRD as set out in the Environmental Impact Statement (EIS), and with respect to other community issues and concerns with the project.
The breakdown of the CMA specific to Area C is listed below:

Community Measures	Purpose	Funding Amount	Function
Change in Land Use Payment	Loss of taxation in Area C	$ 277,156	120 - Area C
Fire/Emergency Services	Offset Charlie Lake Fire not getting fire contract to look after camp	$ 50,000	120 -Area C
Emergency Preparedness Funding	Negotiated for Area C, but integrated into a regional plan	$ 75,000	300 - Area C
Regional Community Liaison Committee and Project Engagement	Electoral Area Directors for PRRD participation	$ 700,000	100
Old Fort Community Amenity	Negotiated specifically for Area C (park/playground)	$ 250,000	120 - Area C
Old Fort Emergency Preparedness and Resiliency Measures	For Area C (siren for dam breach)	$ 50,000	120 - Area C
85th Avenue Lands/Community Planning	Negotiated for Area C, feasibility study for the land in the future	$ 50,000	120 - Area C
Total Funding Amount for Community Measures		**$ 1,452,156**	

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan

Attachments:

1. Current BC Hydro Grant-in-Lieu of Taxes Allocation
2. Consent Letter from BC Hydro Re Regional Legacy Benefits Agreement
3. 2013 Site C Legacy Benefits Agreement

External Links:

1. Email from BC Hydro re: Grant-in-Lieu Taxes payment as provided on the June 19, 2025 Board Meeting Agenda
2. Report titled "BC Hydro Grant-in-Lieu for Generating Facilities, FN-BRD-289" as provided on the June 20, 2024 Board Meeting Agenda
3. Response from Environmental Assessment Office re: BC Hydro's Amendment Application as provided on the April 10, 2025 Board meeting Agenda
4. BC Hydro Grants-in-Lieu-of-Taxes for Regional Districts

Hydro & Rail Grant in Lieu Distribution

Requisition amounts 'linked' to Req Summary

This is the functions tax is collected on.

Check to see if any change to functions that ALL Contribute To each year

Only Enter in "Yellow"

01-1-0030-0031-???

Functions that ALL Participants Contribute To Per Board April 2004

Hydro or Rail or Federal or Provincial

Amount **$ 3,016,286.00**

Date Received Thursday, July 3, 2025

BC Hydro

	Cat #	Amount of Requisition	Requisition Percentage	Distribute To Function
Leg. Reg	110	$ 461,269.00	2.39%	$ 72,083.36
Admin	100	$ 5,281,960.00	27.37%	$ 825,421.67
Connectivity	135	$ 95,934.00	0.50%	$ 14,991.78
Health Related	180	$ 685,800.00	3.55%	$ 107,171.24
Dinosaur Museum	222	$ 24,819.00	0.13%	$ 3,878.51
Global Geopark	223	$ 21,753.00	0.11%	$ 3,399.38
Sport & Cultural	224	$ -	0.00%	$ -
Mgmt of Dev	400	$ 637,155.00	3.30%	$ 99,569.39
911 Emergency	305	$ 1,377,700.00	7.14%	$ 215,295.73
Solid Waste	500	$ 9,250,000.00	47.92%	$ 1,445,514.63
Weed Control	520	$ 90,600.00	0.47%	$ 14,158.23
Reg. Parks	200	$ 462,005.00	2.39%	$ 72,198.38
Reg. Rec.	220	$ 912,536.00	4.73%	$ 142,603.69
		$ 19,301,531.00	**100.00%**	**$ 3,016,286.00**

BC Hydro
Power smart

December 17, 2024

Chair Leonard Hiebert
Peace River Regional District
1981 Alaska Avenue
Dawson Creek, BC V1G 4H8

Sent via email

Chair Hiebert,

I am writing to provide an update on the 2013 Site C Regional Legacy Benefits Agreement (RLBA) signed between BC Hydro and the Peace River Regional District (PRRD). The RLBA commits BC Hydro to provide the PRRD with an annual payment over a 70 year period once the Site C Project becomes operational.

As you are aware, the Site C Project became operational on October 28, 2024 when BC Hydro began generating electricity from the Site C Project.

As required by the RLBA, BC Hydro will provide a pro-rated payment to the PRRD for the first year of power generation. Based on 65 days of power generation in 2024 (October 28, 2024 - December 31, 2024), BC Hydro will provide the PRRD with a payment of $426,229.51 by April 15, 2025. The PRRD is responsible for the annual disbursement of BC Hydro's annual payment to member communities based on the approved formula.

Payments will be made annually by BC Hydro over seventy years by April 15 of each year, and the amount of each yearly payment will be adjusted annually by the BC Consumer Price Index as published by Statistics Canada.

Looking forward, our 2025 (year 2) payment will be $2.4 million plus an adjustment for inflation. This amount will be paid before April 15, 2026.

The last legacy benefits payment for the calendar year 2093 will be paid in 2094.

BC Hydro appreciates the opportunity to work with the PRRD to bring lasting benefits to the region.

Sincerely,

[redacted]

Jerry Muir
Manager of Social and Community Programs – Site C
BC Hydro

TERM SHEET

REGARDING A SITE C REGIONAL LEGACY BENEFITS AGREEMENT

BETWEEN

BC HYDRO AND POWER AUTHORITY
("BC Hydro")

AND
PEACE RIVER REGIONAL DISTRICT
AND
District of Chetwynd
AND
City of Dawson Creek
AND
City of Fort St. John
AND
District of Hudson's Hope
AND
Village of Pouce Coupe
AND
District of Taylor
AND
District of Tumbler Ridge

(the "Region")

Background

BC Hydro is proposing to develop and construct the Site C Clean Energy Project (the "Project"). The Project is currently undergoing a federal and provincial environmental assessment process, including a review by an independent Joint Review Panel. The project has the opportunity to provide benefits to local communities, the Peace Region and the Province as a whole.

BC Hydro has committed to meaningful engagement of communities in addition to consultation throughout the environmental assessment process. In addition, BC Hydro is committed to constructing the project to meet international and Canadian industry standards for quality and safety.

BC Hydro is engaged in discussions regarding individual agreements with communities for the identification and mitigation of potential effects of the Project. While these mitigation initiatives and other related commitments may proceed immediately and/or through the construction period, BC Hydro and the Region (the "Parties") have agreed to take a regional perspective regarding additional ongoing legacy benefits once the Project is in operation. These discussions have been informed by a Peace River Energy Benefit Position Paper, developed by the Region and presented to BC Hydro on October 17, 2012 in addition to a request by the Region for BC Hydro to negotiate legacy benefits collectively through the PRRD.

A Site C Regional Legacy Benefits Agreement is intended to recognize the Region's contribution to hosting the Project, contribute to the longer-term self-sufficiency of the communities and the region, and to provide stable, predictable long-term benefits to the region and to leave the region better-off after construction.

Objective

The objective of this Term Sheet is to set out the substantive terms developed through discussions between representatives of the Parties regarding a Regional Site C Legacy Benefits Agreement.

It is agreed that these terms will be presented for review and approval by the Board of BC Hydro and the Board of the Peace River Regional District.

Legacy Benefits

BC Hydro will pay $2,400,000 by April 15 of each year once the Project is operational. This amount will be adjusted annually, averaged for the preceding 12 months by the BC Consumer Price Index as published by Stats Can, effective beginning in the second year of payment.

The first payment will be calculated from the first month of power generation and prorated to the end of the calendar year, with the full CPI indexing to apply for the second year of the benefit and funded as per this agreement.

All payments will be made by BC Hydro to the PRRD.

Payments will be made annually over 70 years once the Project is operational (anticipated to be 2022 to 2092).

These benefits are in addition to any taxes and payments-in-lieu of taxes that may be paid by BC Hydro in relation to the Project. These benefits are also in addition to community specific agreements that may be entered into related to mitigation measures for specific effects of the project as determined by the Environmental Assessment Process.

Regional Allocation of Benefits

Benefits will be administered by the PRRD. The benefits will be allocated to the member jurisdictions, according to a formula established by the PRRD and its member communities, and to be set out in an Appendix to the Agreement. The funds allocated to each jurisdiction may be utilized for purposes determined by each jurisdiction at its sole discretion.

Certainty of Agreement

Both parties recognize that, through the proposed Site C Regional Legacy Benefits Agreement, BC Hydro and the Province of BC can be assured that the regional shared benefit issues of the Region are resolved.

Dated this day of , 2013.

[redacted]

PEACE RIVER REGIONAL DISTRICT
Karen Goodings, Chair

[redacted]

BC HYDRO AND POWER AUTHORITY
Susan Yurkovich
Executive Vice-President, Site C Clean Energy Project

[redacted]

District of Chetwynd
Merlin Nichols, Mayor

[redacted]

Village of Pouce Coupe
Larry Fynn, Mayor

[redacted]

City of Dawson Creek
Mike Bernier, Mayor

[redacted]

District of Taylor
Fred Jarvis, Mayor

[redacted]

City of Fort St. John
Lori Ackerman, Mayor

[redacted]

District of Tumbler Ridge
Darwin Wren, Mayor

District of Hudson's Hope
Gwen Johansson, Mayor

APPENDIX A

Regional Allocation Formula

Site C Benefit Agreement Legacy Allocation Model

BC Hydro Legacy Benefit Allocation 60% population - 40% impact	100	to be adjusted annually		
	Population	**Population Legacy**	**Services Impact Legacy**	**Total Legacy %**
Colum 1	Column 2	Column 3	Column 4	Column 5
District of Chetwynd	2,635	$ 2.69	$ 2.80	5.49
City of Dawson Creek	11,583	$ 11.82	$ 1.20	13.02
City of Fort St. John	18,609	$ 18.99	$ 15.60	34.59
District of Hudson's Hope	970	$ 0.99	$ 10.00	10.99
Village of Pouce Coupe	738	$ 0.75	$ 1.20	1.95
Peace River Regional District – Regional Services Impact	20,193		$ 12.36	12.36
Peace River Regional District – Rural Population	20,193	$ 8.24		8.24
District of Taylor	1,373	$ 1.40	$ 8.00	9.40
District of Tumbler Ridge	2,710	$ 2.76	$ 1.20	3.96
TOTALS	58,811	$ 47.64	$ 52.36	100.00

Column 1 = Peace Region Legacy Benefit Agreement partners.

Column 2 = Population stats adjusted annually using BC Stats annual projections for current year of allocation.

Column 3 = The regional percentage of the local government's population weighted at 60% of the benefit allocation.

Column 4 = Projected service impact associated with long-term effect of the Site C project. Impact associated to servicing is calculated at 40% of the benefit allocation. Impact weighting is calculated and based upon the following impact table:

Service providers impacted:	
Chetwynd	7
Dawson Creek	3
Fort St. John	39
Hudson's Hope	25
Pouce Coupe	3
Taylor	20
Tumbler Ridge	3
	100

Column 5 = The total Legacy Benefit calculation resulting from the combined 60% population weighting and 40% services impact weighting.

NOTE 1 - The Peace River Regional District only participates in population legacy benefit of which 60% is allocated for impacted regional servicing and 40% for unincorporated population allocation.

Note 2 - This funding allocation model is an example of the calculations considering annually the BC Hydro legacy benefit allocation dollar value and the current year's local government population. As these two variables change yearly, so too will the local government share of legacy funding.

Note 3 - Annual funds received through the legacy benefit agreement shall be allocated and spent at the sole discretion of each municipal council. Annual funds received by the Regional District allocated to regional servicing shall be proportionally applied to all religion wide service functions, those funds allocated to rural population allocation shall spent through Rural Budgets Administration Committee allocation policy.

Note 4 - Regional District population does not include on reserve statistics

DISTRICT OF
CHETWYND

District of Chetwynd

Box 357
Chetwynd, BC
Canada V0C 1J0

tel: (250) 401-4100
fax: (250) 401-4101
email: d-chet@gochetwynd.com

Peace Region Site "C" Energy Legacy

The District of Chetwynd has reviewed and considered the proposed Site "C" Legacy Term Sheet as presented by the Peace Region CAO group March 26, 2013.

Council is somewhat concerned with the conclusions, and the process used to reach the **'mitigation formula'** presented by the CAO group. The formula is **"odd"** to say the least. Chetwynd feels that the CAO group missed its opportunity to find a 'fair and equitable' formula in this matter.

Further, in a position paper submitted to the CAO group by Chetwynd, emphasis was placed upon principles of **Equity and Fairness, Governance by Representation** and **Democratic Role** (*Democratic Role being the principle that the **minority** should not monopolize the **majority***). The later principle was **not** reflected in the CAO's presentation March 26, 2013.

- Pause –

While not fully in support of the final recommendations of the CAO group, the District of Chetwynd,

- Pause –

in the spirit of cooperation, endorses the Peace River Site "C" Dam Energy Legacy Term Sheet and agrees to act as a signatory to the final agreement with BC Hydro.

[redacted]

Merlin Nichols
Mayor

IC
Agenda
TQ-DB

the City of Dawson Creek
BRITISH COLUMBIA
"the Capital of the Peace"

PEACE RIVER REGIONAL DISTRICT
RECEIVED
APR 1 2013
DAWSON CREEK, B.C.

April 9, 2013

File No.: 4-2-0

Chair Goodings and Board Members
Peace River Regional District
1981 Alaska Avenue
Box 810
Dawson Creek, BC, V1G 4H8

"Hand Delivered"

Dear Chair Goodings & Board Members:

Re: Site C Regional Legacy Benefit Agreement

At its In Camera Meeting held Monday, April 8, 2013, the Council of the City of Dawson Creek passed the following resolution:

"MOVED, SECONDED and CARRIED,
That Report No. 13-068 from the Chief Administrative Officer re: Site C Regional Legacy Benefit Agreement be received; further, that Council approve the attached Term Sheet."

If further clarification is required, please contact Jim Chute, Chief Administrative Officer, at 250.784.3613.

Yours truly,

[redacted]

Brenda Ginter
Director of Corporate Administration

CERTIFIED A TRUE AND CORRECT COPY OF THE RESOLUTION OF COUNCIL FROM THE REGULAR MEETING HELD APRIL 8, 2013.

[redacted]

BRENDA GINTER
DIRECTOR OF CORPORATE ADMINISTRATION

/cf

Box 150, Dawson Creek, BC V1G 4G4
Telephone: (250) 784-3600

Administration Fax: (250) 782-3203
General Fax: (250) 782-3352

FORT ST JOHN
The Energetic City

City of Fort St. John
10631-100th Street
Fort St. John, BC
Canada V1J 3Z5

(250) 787-8150 City Hall
(250) 787-8181 Facsimile

www.cityfsj.com

April 10, 2013
File #5500-02--01
Sent Via email to Fred.Banham@prrd.bc.ca

Peace River Regional District
Box 810
Dawson Creek BC, V1G 4H8

Attention: Fred Banham, Chief Administrative Officer

Dear Mr. Banham:

Reference: Peace Region Legacy Benefit Agreement

Further to your March 27, 2013 letter regarding the above noted topic, please be advised that Fort St. John City Council considered the Site C Regional Legacy Benefit Agreement, Term Sheet at the April 8, 2013 Closed Council meeting. Council authorized the Mayor to sign this Agreement on behalf of the City.

Please let me know if you require anything further on this matter.

Sincerely yours,

[redacted]

Diana Burton
Deputy City Clerk

Fred Banham

From: Michael McPhail <cao@poucecoupe.ca>
Sent: Wednesday, April 03, 2013 12:57 PM
To: Fred Banham
Subject: legacy benefit

Hi there,

Hope all is well, just got back yesterday from holiday and thought I would tell you the good news that Council approved the legacy benefit agreement last night....

Cheers Mike

DISTRICT OF TAYLOR
British Columbia
Incorporated 1958

OFFICE OF THE MAYOR

P.O. Box 300, Taylor, BC V0C 2K0
Phone: (250) 789-3392 Fax: (250) 789-3543
www.DistrictofTaylor.com

April 3, 2013

CONFIDENTIAL

Peace River Regional District
PO Box 810
Dawson Creek, BC V1G 4H8

Dear Mr. Banham:

RE: Site C Regional Legacy Benefit Agreement

At the April 3, 2013 In-Camera meeting, the District of Taylor Council discussed the Site C Regional Legacy Benefit Agreement Term Sheet.

Council appreciates the efforts of all parties involved and recognize that this was a difficult undertaking. This Legacy Agreement provides a benefit for every man, woman and child and also gives consideration for unforeseen or unidentified changes (impacts) in the region. As a result, a fair and equitable Term Sheet has been presented.

The District of Taylor Mayor and Council would like to advise that as per Resolution 14i/2013, they have endorsed the Term Sheet and agree to be a signatory to the Agreement.

Sincerely,

[redacted]

Fred Jarvis
Mayor

DISTRICT OF TUMBLER RIDGE

CERTIFIED RESOLUTION

REGULAR COUNCIL MEETING

APRIL 2, 2013

13. RISE AND REPORT FROM CLOSED MEETING

It was MOVED and SECONDED
THAT Council supports the Site C Regional Legacy Benefits Agreement as presented.

CARRIED

Certified a true and correct copy of a resolution passed at the District of Tumbler Ridge regular Council meeting held on Tuesday, April 2, 2013.

[redacted]

Barry Elliott, CAO/Corporate Officer

Municipal Hall, Box 100, Tumbler Ridge, BC V0C 2W0 Phone: (250) 242-4242 Fax: (250) 242-3993
Website: www.TumblerRidge.ca

PEACE RIVER REGIONAL DISTRICT

Office of: Administration

MOVED, SECONDED and CARRIED:

that subject to clarification from legal counsel regarding the "Certainty of Agreement" clause contained in the Peace Region Legacy Benefits Agreement, the Regional Board endorse the Site C Regional Legacy Benefits Agreement between the Peace River Regional District and BC Hydro and authorize the Chair to sign the document.

CERTIFIED a true and correct copy of a resolution as passed by the Regional Board of the Peace River Regional District at a closed meeting held on April 11, 2013.

[redacted]

Fred Banham, Chief Administrative Officer

PLEASE REPLY TO:

☐ BOX 810, DAWSON CREEK, BC V1G 4H8, TELEPHONE: (250) 784-3200 or 1-800-670-7773 FAX: (250) 784-3201
EMAIL: prrd.dc@prrd.bc.ca

☐ 9505 - 100 STREET, FORT ST. JOHN, BC V1J 4N4, TELEPHONE: (250) 785-8084 FAX: (250) 785-1125
EMAIL: prrd.fsj@prrd.bc.ca

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: ADM-BRD-618

From: Electoral Area Directors Committee Date: July 17, 2025

Subject: Electoral Area Directors Committee Recommendation from June 26, 2025

The following recommendation from the Electoral Area Directors Committee meeting held on June 26, 2025 is presented to the Regional Board for consideration:

RECOMMENDATION: *[Corporate Unweighted]*

That the Regional Board authorize the closure of Jackfish Community Hall, located at 1515 Old Jackfish Road, until such time as the facility is repaired to a safe standard and a Use and Occupancy Agreement is in place for its operation or another decision related to future operation of the hall has been made.

BACKGROUND/RATIONALE:

The draft minutes of the Electoral Area Directors Committee (EADC) meeting held on June 26, 2025 are provided under the Consent Calendar on this meeting agenda.

Please click here to access the EADC meeting Agenda and see Item 8.1 titled "Jackfish Community Hall Closure, CS – EADC – 018" to review the report for further information.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Asset and Infrastructure Management

- ☒ Undertake Condition Assessments for all PRRD Owned Assets

FINANCIAL CONSIDERATION(S):

Staff time and costs related to the closure of the Jackfish Community Hall and rectification of any immediate hazards on the grounds, such as the removal of two outhouses and potential removal of garbage bins placed on site will be paid through Function 120 – Legislative Electoral Areas.

COMMUNICATIONS CONSIDERATION(S):

Pending approval, staff will notify the Jackfish Lake Community Club of the formal closure of the Hall.

OTHER CONSIDERATION(S):

Facility Condition: As part of an overall condition assessment of all PRRD-owned facilities, a Facility Condition Assessment (FCA) was completed in June 2021. The FCA noted that several of the building

components had or would be reaching the end of useful life within the next several years. There were several additional critical repairs and maintenance required.

In 2021 the building heating failed, causing the pipes to freeze and burst. This caused water damage, and it was identified that the furnaces, domestic water lines and all plumbing fixtures (including toilets, porcelain basins and faucets) would need to be replaced. At this time, it was also discovered that the pump was lodged in the well. As part of the planning process and prior to initiating any building repairs or further maintenance, a Hazardous Materials Assessment was performed in 2022. This report identified lead paint on several locations in the Hall, and mastic undercoating on sinks that may contain asbestos.

Due to the scope of repairs to the building, the PRRD's Building Official recommended that another full review and assessment of the Hall's current state be completed to obtain a fulsome picture of what would be required to bring the building up to all standards, including accessibility, fire safety, electrical systems, heating systems, and water supply. This assessment was completed in early 2024 and it was determined that the minimum costs would be over $133,000, not including the work required to dislodge the well pump and ensure that it is operational.

A staff inspection was completed at the Hall on June 5, 2025, which identified that the building is in overall poor condition and presents a public safety hazard. Issues identified include degraded building access, lack of running water, absence of fire and life safety systems, and evidence of pests.

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: ADM-BRD-619

From: Rural Budgets Administration Committee Date: July 17, 2025

Subject: Rural Budgets Administration Committee Recommendations from June 26, 2025

The following recommendation from the Rural Budgets Administration Committee meeting held on June 26, 2025 is presented to the Regional Board for consideration:

RECOMMENDATION: *[Corporate Unweighted]*

That the Regional Board temporarily suspend the intake for the Community Works Gas Tax Grant funding stream until staff can determine the requirements to implement the changes in the 2024-2034 Community Works Fund Agreement and the Community Works Fund Program Guide.

BACKGROUND/RATIONALE:

The draft minutes of the Rural Budgets Administration Committee meeting held on June 26, 2025 are provided under the Consent Calendar on this meeting agenda.

Please click here to access the Rural Budgets Administration Committee Agenda and see Item 8.4 titled "Community Works Fund Update, FN – RBAC - 381" to review the report.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan

FINANCIAL CONSIDERATION(S):

The UBCM requires recipients to spend Community Works Fund (CWF) funding within 5 years of receipt unless longer timelines are identified in a long-term capital plan or long-term financial plan which has been submitted to UBCM in advance of the spending deadline.

Any unspent CWF funds held from the 2014-2024 programs will be required to be spent within five years of entering into the 2024-2034 CWF Agreement. On December 31, 2024 there was a balance of $6,427,132.60 in the Gas Tax Reserve. This balance must be spent by April 2029.

COMMUNICATIONS CONSIDERATION(S):

The Peace River Regional District (PRRD) will inform all current and future applicants of the updated eligibility and reporting requirements if the Board agrees that the Community Works Gas Tax Grant

funding stream has been temporarily suspended pending further clarification from the Union of British Columbia Municipalities (UBCM).

OTHER CONSIDERATION(S):

Existing funds that are carried over are now considered “new” and subject to the terms and conditions of the new agreement. Projects that were started prior to March 31, 2024 (the end of the previous agreement) can still receive funding until completion.

The PRRD has nine projects that were approved on April 25, 2024, shortly after March 31, 2024 that do not include the required Board resolution. UBCM has stated that “3rd party projects approved, in good faith, in the time between agreements are ok to go ahead.”

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: ADM-BRD-617

From: Corporate Administration Date: July 17, 2025

Subject: Chair's Report - Deferred Resolution from June 19, 2025

The following recommendation was introduced at the June 19, 2025 Regional Board Meeting and then deferred to the July 17, 2025 meeting for the Regional Board's consideration and decision:

RECOMMENDATION ON THE FLOOR: *[Corporate Unweighted]*

MOVED Director Rose
SECONDED Director Graham

That the Regional Board require that information pertaining to the Chair's report be presented in a written format versus being presented verbally to allow Directors the opportunity to review the information and formulate questions in advance.

BACKGROUND/RATIONALE:

At the June 19, 2025 Board meeting, the motion stated above was introduced. While the Chair's report is routinely presented in written format on Board meeting agendas, the concern raised was related to information not included in the written report and instead provided verbally at meetings when the Chair's report was considered. It was stated that having this additional information included in the written report would be preferred to allow Directors sufficient time to review information in advance and develop relevant questions that may arise.

As Chair Hiebert was not present, the Board resolved to defer the motion to the July 17th Board meeting when Chair Hiebert could participate in discussion on the motion.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

None at this time.

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: ENV-BRD-244

From: Environmental Services Date: July 17, 2025

Subject: 2025 Environmental Services Budget Amendments

RECOMMENDATION #1: *[Corporate Weighted]*

That the Regional Board amend the 2025 Financial Plan for Function 300 – Emergency Planning for the construction of the standalone Emergency Operations Centre to:

- Increase Capital Revenue transfer from Grant - Miscellaneous (Northern Development Initiative Trust – Northern Healthy Communities Fund grant) - $500,000.
- Increase Capital Revenue transfer from Reserves - Green Carbon Project fund - $858,200.01 plus accrued interest to date.
- Increase Capital Revenue transfer from Provincial Conditional (Community Emergency Preparedness Fund – 2025 Emergency Operations Centre's Equipment and Training grant) - $39,852.62.
- Increase Capital Expenditures Furniture, Fixtures, Equipment - $39,852.62.
- Increase Capital Expenditures Buildings - $1,358,200.01 plus accrued interest to date in Green Carbon Project Fund

RECOMMENDATION #2: *[Corporate Weighted]*

That the Regional Board amend the 2025 Financial Plan for Function 606 – Kelly Lake Sewer for the Kelly Lake valve replacements and interconnect repairs project to:

- Increase Capital Revenue transfer from Electoral Area D Peace River Agreement Funds - $250,000.
- Increase Capital Expenditures Engineering Structures - $250,000.

RECOMMENDATION #3: *[Corporate Weighted]*

That the Regional Board amend the 2025 Financial Plan for Function 607 – Rolla Sewer to:

- Decrease operational expenditure transfer to Capital Reserve - $10,170.
- Increase operational expenditure Peace River Regional District Vehicles - $10,170.

BACKGROUND/RATIONALE:

To accurately account for funding and allocation changes within a function, a board resolution is necessary to complete any budget amendments within the approved 2025 Financial Plan. As such, the background for each requested amendment is listed below:

Recommendation #1

At the May 1, 2025 Regional Board meeting the following resolutions were passed:

MOVED, SECONDED and CARRIED,
That the Regional Board accept the Northern Development Initiative Trust – Northern Healthy Communities Fund grant in the amount of $500,000, to fund the construction of a standalone Emergency Operations Centre; further that the Chair and Chief Administrative Officer be authorized to sign the funding agreement on behalf of the Peace River Regional District; and finally, that this resolution be authorized for release upon confirmation from NDIT that the grant approval has been publicly announced.

MOVED, SECONDED and CARRIED,
That the Regional Board allocate the remaining unallocated Green Carbon Project fund, including any accrued interest, estimated to be $858,200.01 to construction and outfitting of the standalone Emergency Operations Centre building, including the purchase of a back-up generator system; further that this resolution be authorized for immediate release.

MOVED, SECONDED and CARRIED,
That the Regional Board accept the Community Emergency Preparedness Fund – 2025 Emergency Operations Centre's Equipment and Training grant in the amount of $39,852.62, to fund the standalone Emergency Operations Centre build out and operational supplies; further, that the Chief Administrative Officer be authorized to sign the funding agreement on behalf of the Peace River Regional District; and finally, that this resolution be authorized for release after the Province publicly announces the grant approval on June 15, 2025.

Following the May 1, 2025 meeting, a construction contract was awarded to Celtic Construction, and the project kick-off was initiated on May 12, 2025.

Recommendation #2
At the May 8, 2025 Rural Budgets Administration meeting, the following resolution was passed:

MOVED, SECONDED and CARRIED,
That the Rural Budgets Administration Committee approve an additional funding commitment for the 'Kelly Lake Valve Replacements and Interconnect Repairs' project in the amount of $250,000, payable from Electoral Area D Peace River Agreement Funds, Spending Item #9 - PRRD Sewer Services Assistance, to be issued to the Kelly Lake Sewer Function – 606.

The additional funding request was because of received tendering pricing to complete the approved Kelly Lake valve replacement interconnect project initially estimated at $100,000.

Recommendation #3
Through the 2025 budgeting process, the internal vehicle usage allocation for Function 607 - Rolla Sewer was erroneously deleted. The error caused the capital reserve to be overstated and general expenses to be understated. To rectify this, it is recommended that $10,170 be reallocated from capital reserve back into vehicle usage allocation. This adjustment will leave $20,000 of Fair Share Funds within capital reserve (consistent with prior year's) rather than the originally budgeted $30,170. The internal

vehicle usage allocation would then be correctly funded by parcel tax, user fees and the operating maintenance reserve (consistent with prior years).

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Asset and Infrastructure Management

☒ Identify Funding and Investment Strategies

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

None at this time.

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: ENV-BRD-245

From: Environmental Services Date: July 17, 2025

Subject: Contract Award ITT 16-2025 Charlie Lake Sewer Valve Replacement

RECOMMENDATION: *[Corporate Weighted]*

That the Regional Board award Invitation to Tender 16-2025 "Charlie Lake Sewer Valve Replacement" for repair of five valves to S. Young Enterprises Ltd. at a cost of $270,000 (excluding taxes) utilizing previously allocated Area C Community Works Gas Tax funds; further, that the Chair and Chief Administration Officer be authorized to sign the contract on behalf of the Peace River Regional District.

BACKGROUND/RATIONALE:

On November 16, 2023, the Regional Board passed the following resolution:

> *MOVED, SECONDED and CARRIED,*
> *That the Regional Board approve the 'Charlie Lake Sewer - Capital Improvement Plan' completed by McElhanney Ltd (October 10, 2023) for use in operational and capital 2024-2034 financial planning for Function 601 - Charlie Lake Sewer.*

McElhanney Ltd. developed the Capital Improvement Plan (CIP) for the Sewer Collection System, Trucked Waste System, and Sewer Treatment Facility. The CIP identified the need for an annual valve replacement program within the system to replace critical valves to allow rerouting of flows and reduce impacts during emergency events.

Based on McElhanney's recommendations and an approved business case which was presented to the Regional Board on December 6, 2024, an Invitation to Tender was issued on February 25, 2025 and closed on March 25, 2025. Of the three bids received, one was disqualified. S. Young Enterprises Ltd. submitted the lowest compliant bid and was awarded the contract in May 2025, as the pricing was below the Board award threshold, as detailed in Table 1.

Following the kick-off project, a change order was initiated to incorporate design changes that reduce groundwater infiltration risk. This increased the contract value above the Board threshold, requiring a Notice of Delay until the increase could be approved. Staff now recommend the contract increase to S. Young Enterprises Ltd..

Table 1. ITT 18-2025 Evaluation Scoring Matrix Results

	Big League Utilities	S Young Enterprises Ltd
Mandatory Requirements		
Submission Form (Appendix B)	✓	✓
Pricing (Appendix C)	✓	✓
WorkSafe BC Clearance Letter	✓	✓
Scoring Matrix Results		
Project Budget (100%)	41.54	56.02
Total Score	**41.54**	**56.02**

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Asset and Infrastructure Management

FINANCIAL CONSIDERATION(S):

On December 6, 2024, the Regional Board passed the following resolution:

> *MOVED, SECONDED and CARRIED,*
> *That the Rural Administration Committee approve a funding commitment in the amount of $1,707,000, payable from Electoral Area C Community Gas Tax Reserve Fund to be issued to Function 601, Charlie Lake Sewer, for 2025 Capital Projects including sewer system infrastructure monitoring and SCADA upgrades, valve replacements, redundancy piping for Jackfish Crescent and Highlevel Crescent, and flow monitoring station replacements.*

COMMUNICATIONS CONSIDERATION(S):

This project is funded by Area C Community Gas Tax Works. Signage will be posted at the site per the Community Gas Tax funding requirements.

Construction notifications will be sent to nearby properties and relevant stakeholders before construction starts.

OTHER CONSIDERATION(S):

The project received Ministry of Transportation and Transit permit approval in June 2025.

External Link:

1. Rural Budgets Administration Committee Recommendations from November 14, 2024 – See Item 8.2 on the Regional Board Meeting Agenda dated December 6, 2024

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: ENV-BRD-246

From: Environmental Services Date: July 17, 2025

Subject: Contract Award ITT 19-2025 Kelly Lake Valve Replacements and Interconnect Repairs

RECOMMENDATION: *[Corporate Weighted]*

That the Regional Board award Invitation to Tender 19-2025 "Kelly Lake Valve Replacements and Interconnect Repairs" for replacement of lagoon valving and repair of interconnects, to Big League Utilities Ltd. at a cost of $350,000 (excluding taxes) utilizing previously allocated Area D Peace River Agreement funds; further, that the Chair and Chief Administration Officer be authorized to sign the contract on behalf of the Peace River Regional District.

BACKGROUND/RATIONALE:

The Regional Board provided business case approval for the Kelly Lake Valve Replacements and Interconnect Repairs project on December 6, 2024 when the following motion was passed:

> *MOVED, SECONDED and CARRIED,*
> *That the Regional Board provide capital pre-budget approval for the 2025 supplemental requests/business cases:*
> *1. Sewer System Infrastructure Monitoring and SCADA Upgrades $40,000*
> *2. Valve Replacements Interconnect Repairs Project $100,000*
> *funded by Electoral Area D Peace River Agreement Funds, Spending Item #9, and authorize the inclusion of the expenses in the Kelly Lake Sewer draft 2025-2029 PRRD Financial Plan.*

This project aims to address aging infrastructure within the Kelly Lake Sewer system by replacing five interconnect valves between treatment lagoons. These components have reached the end of their service life, posing risks to operational reliability, environmental safety and service continuity.

Based on an approved business case presented to the Regional Board on December 6, 2024, an Invitation to Tender was issued on Bonfire from May 6, 2025 to June 2, 2025. The original solicitation received no bids, so the invitation to bid was reopened through direct invitations. One bid was received in response; Big League Utilities Ltd. submitted a compliant bid within the project budget. Based on this outcome, staff recommends awarding the contract to Big League Utilities.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Asset and Infrastructure Management

FINANCIAL CONSIDERATION(S):

This project is funded by two funding commitments.

The Regional Board provided pre-budget approval for the Kelly Lake Valve Replacements and Interconnect Repairs project on December 6, 2024 through the following motion:

> *MOVED, SECONDED and CARRIED,*
> *That the Regional Board provide capital pre-budget approval for the 2025 supplemental requests/business cases:*
> *1. Sewer System Infrastructure Monitoring and SCADA Upgrades $40,000*
> *2. Valve Replacements Interconnect Repairs Project $100,000*
> *funded by Electoral Area D Peace River Agreement Funds, Spending Item #9, and authorize the inclusion of the expenses in the Kelly Lake Sewer draft 2025-2029 PRRD Financial Plan.*

On May 9, 2025, the Rural Budgets Administration Committee provided additional project funding through the following motion:

> *MOVED, SECONDED and CARRIED,*
> *That the Rural Budgets Administration Committee approve an additional funding commitment for the 'Kelly Lake Valve Replacements and Interconnect Repairs' project in the amount of $250,000, payable from Electoral Area D Peace River Agreement Funds, Spending Item #9 - PRRD Sewer Services Assistance, to be issued to the Kelly Lake Sewer Function – 606.*

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

This project does not require permits or approvals and is not anticipated to impact the public.

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: ENV-BRD-247

From: Environmental Services Date: July 17, 2025

Subject: Contract 40-2022 PRRD Environmental Monitoring and Reporting Contract Extension

RECOMMENDATION #1: *[Corporate Weighted]*

That the Regional Board increase the "Environmental Monitoring and Reporting" contract with Montrose (formerly Matrix Solutions) from $467,985.75 to $577,985.75 (excluding taxes) to account for the additional monitoring requirements through the program between 2023 and 2025; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the Peace River Regional District.

RECOMMENDATION #2: *[Corporate Weighted]*

That the Regional Board extend the "Environmental Monitoring and Reporting" contract with Montrose (formerly Matrix Solutions) for an additional one-year term ending March 31, 2027, and increase the total contract cost of the contract from $577,985.75 (excluding taxes) to $802,985.75; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the Peace River Regional District.

BACKGROUND/RATIONALE:

On February 23, 2023 the Regional Board passed the following resolution:

> *MOVED, SECONDED and CARRIED,*
> *That the Regional Board award Request for Proposal 40-2022 "PRRD Landfill Environmental Monitoring and Reporting" to Matrix Solutions Inc., for a three-year contract beginning April 1, 2023, at a cost of $467,985.75 (excluding taxes); further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the Peace River Regional District.*

On February 21, 2024 the Regional Board passed the following resolution:

> *MOVED, SECONDED and CARRIED,*
> *That the Regional Board approve the business case for the 2024 Dawson Creek and Taylor Closed Landfill Monitoring Well Installations project; further, that $80,000 be allocated to the project as part of the 2024 Solid Waste Capital Budget.*

The Peace River Regional District (PRRD) currently monitors groundwater (GW), surface water (SW) and landfill gas (LFG) at three active landfills and five closed landfills in the region in alignment with a

recommendation in the 2001 report prepared by Golder and Associates, and their respective permits or closure requirements. The sites are listed below in Table 1:

Table 1: PRRD Environmental Monitoring Program Sites

Landfill	Status	Monitoring Program
Bessborough	Active	GW, SW, LFG
Chetwynd	Active	GW, SW
North Peace Regional	Active	GW, SW, LFG
Dawson Creek	Closed	GW, SW
Hudson's Hope	Closed	GW, SW
Mile 62.5	Closed	GW, SW
Rose Prairie	Closed	GW, SW
Taylor	Closed	GW, SW

Through this contract, the PRRD's contractor is responsible for field work such as monitoring and sampling ground water wells and surface water sources, data interpretation, reporting and providing program recommendations to maintain compliance with the required monitoring requirements.

Through 2023 and 2024, the PRRD's contractor completed 48 monitoring events.

In 2024, eleven new wells were installed based on recommendations from the 2023 program. Monitoring requirements for one closed landfill were discontinued in alignment with the end of the post closure monitoring period and consultation with the Province. However, as a result of the consultation process with the Province for the discontinuation of a second monitoring program at the Mile 62.5 closed Landfill, the PRRD was required to replace one monitoring well and establish two surface water monitoring locations for sampling in 2024 and 2025 before approval for the discontinuation of the monitoring program can take place. In 2025, an additional eight wells in total were installed and require testing moving forward at the Chetwynd Landfill and Hudson's Hope closed landfill based on recommendations from the 2024 program.

As a result of the additional works, the available contingency within the contract has been consumed and an additional $110,000 is required to complete the 2025 program.

The existing contract is set to expire March 31, 2026. Staff recommends utilizing the available one-year extension available within the existing contract to extend the contract to expire March 31, 2027.

This extension will allow for continuity of the existing contractor as the PRRD works through the following items from the 2025 program:

- initial testing of the Chetwynd landfill expansion area;
- initiate testing of eight new wells installed in 2025 at Chetwynd Landfill and Hudson's Hope Closed Landfill; and
- provide supporting reports for the discontinuation of LFG monitoring requirements through the Design Operating and Closure Plan updates for Bessborough and North Peace Regional Landfills in 2026.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Asset and Infrastructure Management

FINANCIAL CONSIDERATION(S):

The increased contract cost totaling $335,000 comes from four sources:

1. 2024 Mile 62.5 additional Sampling well and surface water locations - $20,000
2. 2025 monitoring well installations Chetwynd Landfill and Hudson's Hope Closed Landfill - $50,000
3. Additional Sampling requirements 2024-2025 well installations - $40,000
4. Additional one-year extension - $225,000 inclusive of 10% contingency

Through the 2025 budget process, $201,466 was allocated to the monitoring program with an additional $50,000 allocated for the installation of the eight new wells. The contract increase does not require additional budget allocation for the 2025 budget.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

Without a qualified professional performing the groundwater and surface water monitoring program, the PRRD would be non-compliant with the existing permits and subject to closure requirements of the respective sites.

Should the one-year extension not be pursued, the PRRD will issue a tender to return to market for a new five-year term in fall of 2025 to secure a new contract for spring of 2026.

External Link:

1. RFP Award 40-2022 PRRD Landfill Environmental Monitoring and Reporting – See Item 9.1 on the Solid Waste Committee Agenda dated January 20, 2023.

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: FN-BRD-340

From: Emergency Executive Committee Date: July 17, 2025

Subject: 2025 Search and Rescue Grant Allocation – June 25, 2025 Meeting Recommendation

The following recommendation from the June 25, 2025, Search and Rescue Grant Allocation Meeting is presented to the Regional Board for consideration.

RECOMMENDATION: [*Corporate Unweighted*]

That the Regional Board authorize the following 2025 Search and Rescue Grant contribution amounts from Function 180 – Health Related Services Grants-in-Aid for the provision of Search and Rescue grants:

Organization Name	Grant Amount
North Peace Search and Rescue Society	$46,000.00
South Peace Emergency Response Team	$30,000.00
Tumbler Ridge Search and Rescue Society	$24,000.00
Total	**$100,000.00**

BACKGROUND/RATIONALE:

Each year, the Peace River Regional District (PRRD) assists eligible Search and Rescue (SAR) organizations that provide search and rescue services in the region with grant funding to support operational and minor capital costs. Four active SAR organizations currently operate and provide SAR services in the region: the Chetwynd SAR Society, North Peace SAR Society, South Peace Emergency Response Team, and the Tumbler Ridge SAR Society. These organizations work independently and collaboratively alongside one another in an effort to offer the best possible approach to the delivery of SAR services. The work is carried out solely through the efforts and dedication of volunteers. All SAR teams in BC operate under the policies, procedures, and guidelines set out by Emergency Management and Climate Readiness (EMCR), such as safety plans and standards for training and rescue equipment.

The attached Health Related Services Grant-in-Aid policy establishes a process by which the Emergency Executive Committee (EEC) assists the Regional Board in approving SAR grant applications. The EEC reviews all SAR grant applications to determine eligibility and if, during this process, the EEC concludes that the total amount of grant funding requested exceeds the amount of the annual budget commitment, an allocation meeting is held. At the allocation meeting, grant funding is distributed by consensus of each applicant group and a minimum of one representative from the EEC (as outlined in Section 5.3 of the Health-Related Services Grant-in-Aid policy attached to this report) who evaluate eligibility and determine funding amounts for each applicant. The result of this process is then forwarded to the Regional Board by way of recommendation.

This year, three SAR organizations submitted grant applications. The Chetwynd SAR Society did not submit a grant application and has not requested grant funding since 2019. The combined total of all grant requests is $272,253.80, which exceeds the budget commitment of $100,000 as shown below:

Organization Name	Amount
North Peace Search and Rescue Society	$77,322.80
South Peace Emergency Response Team	$170,931.00
Tumbler Ridge Search and Rescue Society	$24,000.00
Total Amount Requested	**$272,253.80**
2025 Budget Commitment	$100,000.00
Difference	**$172,253.80**

All applicants are registered non-profit societies in good standing with the *Societies Act* of BC. The attached 2025 SAR Summary of Recommendations outlines the details of the amounts being brought forward for approval by the Regional Board.

Click here to access the June 18, 2025 Emergency Executive Committee Meeting Agenda and see Item 8.1 to review the full details of the 2025 SAR grant application review.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan

FINANCIAL CONSIDERATION(S):

Grant funding for this service is obtained through taxation in the benefiting area, as set by Health Related Services Grant in Aid Service Establishment Bylaw No. 2445, 2021.

As part of the 2025 PRRD Annual Finance Plan, $100,000 has been allocated in Function 180 – Health Related Services Grants-in-Aid for the provision of SAR grants.

COMMUNICATIONS CONSIDERATION(S):

All applicants will be notified in writing of the Regional Board's decision and, if funding is approved, will be asked to recognize the Regional Board for their contributions

OTHER CONSIDERATION(S):

None at this time.

Attachments:

1. 2025 SAR Summary of Recommendations
2. 2025 SAR Groups Total Allocation
3. 2025 SAR Grant Allocation Draft Meeting Notes June 25, 2025

External Links:

1. Health Related Services Grant-in-Aid #0340-64
2. Health Related Services Grant-in-Aid Establishment Bylaw No. 2445 2021

2025 Search & Rescue - Summary of Grant Applications

Organization name	Intended use of funds	Amount Requested	Fixed Costs	Variable Costs	Recommended Amounts	# of Tasks Completed	Financial Statements	Project budget	AGM Minutes	Annual report	Societies Act of BC - Compliance	Notes of Interest
North Peace Search and Rescue	**Fixed Costs:** response vehicle insurance, building lease, utility and maintenance costs, building content insurance, One Call Now service subscriptions, website cost, society registration, Starlink license, mapping software license, radio licensing, response equipment annual service, replacement of two Swiftwater drysuits, replacement of rope rescue harness, replacements for avalanche transceivers, Swiftwater technician training, HOTP 2 training, and personal protective equipment (PPE). **Variable costs** - rope rescue gear	$ 77,322.80	$ 75,822.80	$ 1,500.00	$ 46,000.00	23	✓	✓	✓	✓	✓	The applicant meets the eligibility criteria as outlined in the policy, with five members certified as Ground Search Managers. The 2024 grant allocation of $45,910 has been fully utilized.
South Peace Emergency Response Team	**Fixed costs:** expenses related to training delivery, volunteer support, PPE, vehicle and trailer maintenance, and essential gear replacement. **Variable costs:** upgrades to the communications system, equipment storage, and specialized rescue tools necessary to align with current BCSARA and EMBC standards.	$ 170,931.00	$ 56,577.00	$ 114,354.00	$ 30,000.00	5	✓	✓	✓	✓	✓	The applicant meets the eligibility criteria as outlined in the policy, with four members certified as Ground Search Managers. The 2024 grant allocation of $30,000 has been fully utilized.
Tumbler Ridge Search and Rescue	**Fixed costs:** bay rental, heat and hydro, insurance, communications and mapping subscriptions, and truck maintenance. **Variable costs:** Med Tech VSB 7Ft Vacuum Spine Board.	$ 24,000.00	$ 21,250.00	$ 2,750.00	$ 24,000.00	6	✓	✓	✓	✓	✓	The applicant meets the eligibility criteria as outlined in the policy, with two members certified as Ground Search Managers. A remaining balance of $2,272.17 remains from the 2024 grant allocation of $24,090.
	Total	**$ 272,253.80**	$ 153,649.80	$ 118,604.00	**$ 100,000.00**							

2025 SAR Requests	
Total Funds	$ 100,000.00
Total Funds Allocated	$ 272,253.80
Remaining Balance	$ (172,253.80)

2025 SAR Budget Commitment	
Total Funds	$ 100,000.00
Total Funds Allocated	$ 100,000.00
Remaining Balance	$ -

**Fixed xosts are defined as costs that are incurred every year and generally remain constrant in total egardless of changes in activity. Examples are rent, insurance, mail box rental, radio licenses.*

*** Variable costs are defined as costs that vary in total in direct proportion to changes in activity. Examples include new equipment, photocopying and training expeses.*

2025 Peace River Regional District Search and Rescue Funding Allocation

Meeting date:

	Team	Amount
Fixed cost allocation	Tumbler Ridge	$21,250.00
	South Peace	$56,577.00
	North Peace	$75,822.80
	Total	$153,649.80
Variable cost request	Tumbler Ridge	$2,750.00
	South Peace	$114,354.00
	North Peace	$1,500.00
	Total	$118,604.00
Total combined fixed and Variable		$272,253.80
Total fixed cost		$153,649.80
Available		$100,000.00
over/under		$53,649.80
Total variable cost requests		$118,604.00

Team Allocation

	Fixed Cost	Variable	Total
Tumbler Ridge	$21,250.00	$2,750.00	**$24,000.00**
South Peace	$30,000.00		**$30,000.00**
North Peace	$46,000.00		**$46,000.00**
			$100,000.00

PEACE RIVER REGIONAL DISTRICT

SEARCH AND RESCUE GRANT ALLOCATION MEETING NOTES

JUNE 25, 2025, 7:00 p.m.
1981 Alaska Avenue, Dawson Creek, BC

Present: Chair Lenoard Hiebert, EEC Committee Chair/Electoral Area D Director/Regional Board Chair
Roxanne Shepherd – Chief Financial Officer, PRRD
Ryan Kirkham – Protective Services Manager, PRRD
Kyla Traichevich – Community Services Clerk /Recorder, PRRD
Gerald Noksana, President - Tumber Ridge Search and Rescue Society
Dan Milne – Treasurer, Tumber Ridge Search and Rescue Society(via Zoom)
Brian Lamond – President, North Peace Search and Rescue Society (via Zoom)
Andre Lagace – Treasurer, North Peace Search and Rescue Society (via Zoom)
BJ Saunders – President, South Peace Emergency Response Team (via Zoom)
David Shoemaker – Vice-President, South Peace Emergency Response Team
Michelle Tonn – Treasurer, South Peace Emergency Response Team (via Zoom)

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1. WELCOME AND MEETING OBJECTIVES

The Chair called the meeting to order at 7:00 p.m.

2. ADOPTION OF AGENDA

MOVED Brian Lamond, SECONDED Gerald Noksana,
That the Search and Rescue Grant Allocation agenda of July 9, 2024, be adopted as presented:

1. WELCOME/OPENING
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
3.1. Search and Rescue Grant Allocation Meeting Minutes of July 9, 2024
4. BUSINESS ARISING FROM THE MINUTES
5. NEW BUSINESS
5.1. 2025 Search and Rescue Grant Requests and Allocation
6. ROUNDTABLE DISCUSSION
6.1. SAR Group Updates
7. ITEMS FOR INFORMATION
7.1. 2025 Search and Rescue Grant Allocations – Summary of Information
7.2. Search and Rescue Grants – Summary of Allocations and Payments
7.3. Health Related Grant-in-Aid Policy
8. QUESTIONS/COMMENTS
9. **ADJOURNMENT**

CARRIED

3. ADOPTION OF MINUTES

3.1 Search and Rescue Grant Allocation Meeting Minutes of July 9, 2024

MOVED Gerald Noksana, SECONDED Brian Lamond

That the Search and Rescue Grant Allocation meeting minutes of July 9, 2024 be adopted.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES

The group discussed that a multi-year request or increase may be reviewed when a new Regional Board is elected. As of now. The grant amount is set to $100,000 for 2025, and next year, 2026, will likely stay the same. Grant allotment is discussed each year around budget time and is agreed upon by the Regional Board in March.

5. NEW BUSINESS

5.1 2025 Search and Rescue Grant Requests and Allocation

MOVED Brian Lamond, SECONDED David Shoemaker,

That the Regional Board approve the 2024 Search and Rescue Grant Allocations in the following amounts:

North Peace Search and Rescue Society	$ 46,000.00
South Peace Emergency Response Team	$ 30,000.00
Tumbler Ridge Search and Rescue Society	$ 24,000.00
Total allocation	$ 100,000.00

CARRIED

6. ROUNDTABLE DISCUSSION

6.1 SAR Group Updates

North Peace Search and Rescue Society:

- 2025 is off to a busy start, already on task number 12.
- The Society is focusing on completing lots of training this year.
- The group has now moved into a new location, working along with the City of Fort St John. There will be a grand opening in October, and an invitation will be extended to all the PRRD Directors and SAR teams.
- Working on reviewing/renewing EMCR GSAR gap analysis.
- Over the winter, received a CDFL kit, and has since applied to EMCR for the capability, hoping to be ready by the end of the 3rd quarter.
- Continued community support and fundraising.
- The Society has completed Adventure Smart presentations for 8 different schools.
- Currently, the Society has received 12 applications (GSAR), and of those 12, 10 have graduated and are able participate on the team. The team's total of volunteers is now at 43. Brian mentioned that there will be a new recruit group this winter, and they will include some current members in the program that are needing a refresher.

Tumber Ridge Search and Rescue Society:

- So far, the team has had 1 call this year.
- The Society will be taking a break in summer from weekly training, especially for those with families, until school starts.

- The Society is looking to complete more advanced training. There is a lot of interest in expanding teams and getting more designated advanced teams.
- Currently. The Society has 6 recruits, and 4 have passed. The total number of volunteers is now 23.
- The Society is working on updating and advancing first aid and certificates.
- The first week in July, the group is completing high-angle rope assessment, which will bring numbers up.

South Peace Emergency Response Team:

- So far, the call volume has been about the same from 2024, which was 5 tasks.
- Currently, the group has 5 new members who have completed the GSAR program. The Society is always accepting new recruits. 30 total active members
- Completed large in-depth first aid training (12 team members) for wilderness first responder.
- Currently working on flat water boat operators training (purchased boat, on its way).
- The Team has been participating in lots of fundraising, and upcoming is a golf tournament (next weekend).
- The group has an operational and administrative team with specific members now and noted that it has been a big help getting the word out and helped with the great engagement.

7. ITEMS FOR INFORMATION

7.1 2025 Search and Rescue Grant Allocations – Summary of Information

7.2. Search and Rescue Grants – Summary of Allocations and Payments

7.3 Health Related Grant-in-Aid Policy

8. QUESTIONS/COMMENTS

9. ADJOURNMENT

The Chair adjourned the meeting at 7:20 p.m.

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: ADM-BRD-621

From: Corporate Administration Date: July 17, 2025

Subject: Records Information Management Policies

RECOMMENDATION #1: *[Corporate Unweighted]*

That the Regional Board adopt 'Records Information Management Framework Policy No. 0340-87' which provides a foundation for the Peace River Regional District Records and Information Management Program for management of the Peace River Regional District's data, information, records and files (information assets).

RECOMMENDATION #2: *[Corporate Unweighted]*

That the Regional Board adopt 'Records Information Management Accountability Policy No. 0340-88' which identifies and formalizes the roles and responsibilities within the Peace River Regional District for the management of Peace River Regional District's corporate information assets.

RECOMMENDATION #3: *[Corporate Unweighted]*

That the Regional Board adopt 'Records and Information Management Policy No. 0340-89' which ensures the correct and consistent handling and tracking of the Peace River Regional District's data, information, records and file folders, including proper classification and retention, disposal by destruction, permanent storage or transfer thereof.

RECOMMENDATION #4: *[Corporate Unweighted]*

That the Regional Board adopt 'Records Information Management Legal Hold Policy No. 0340-90' which prevents the improper destruction/alteration, intentional and unintentional destruction/alteration of Peace River Regional District information assets related to litigation or potential litigation.

RECOMMENDATION #5: *[Corporate Unweighted]*

That the Regional Board adopt 'Records Information Management Scanning Policy No. 0340-91' which provides direction on acceptable scanning processes and the handling of source records, i.e. scanned physical records in compliance with the requirements of the *Electronic Transactions Act* which allows for the legal admissibility of electronic records.

RECOMMENDATION #6: *[Corporate Unweighted]*

That the Regional Board adopt 'Records Information Management Vital Records Policy No. 0340-92' which ensures that the Peace River Regional District's vital records are protected so that the Peace River Regional District's legal, financial and operational functions can be quickly re-established after a disaster or other business interruption.

RECOMMENDATION #7: *[Corporate Unweighted]*

That the Regional Board adopt 'Records Information Management Access to Information Policy No. 0340-93' which provides for a balance between operating an open and transparent local government and protecting personal and confidential information and provides guidance applicable to responding to Freedom of Information requests or access to personal information requests to allow compliance with the *Freedom of Information and Protection of Privacy Act*.

RECOMMENDATION #8: *[Corporate Unweighted]*

That the Regional Board adopt 'Records Information Management Data Backup and Auto-Deletion Policy No. 0340-94' which establishes official and approved retention periods for data which is automatically deleted such as backups and video surveillance data.

RECOMMENDATION #9: *[Corporate Unweighted]*

That the Regional Board adopt the Records Information Management Records in Regional Board Custody Policy No. 0340-95 which provides guidelines for the management of Peace River Regional District information assets which are in the custody of Regional Board members and to manage Regional Board communications which may jeopardize the security, integrity and recoverability of information.

RECOMMENDATION #10: *[Corporate Unweighted]*

That the Regional Board adopt 'IT Acceptable Use and Information Security Policy No. 0340-001' as amended to broaden the scope beyond equipment to include security of information and which includes language to establish reasonable security practices for Peace River Regional District information assets; both physical and electronic.

BACKGROUND/RATIONALE:

The Peace River Regional District (PRRD) review of its corporate Records Management system started back in 2016. In 2017, FileIT Solutions and Ken Oldenburger Consulting completed the PRRD Records Management Assessment and Strategic Plan to guide the process of updating PRRD records information systems to bring records management in line with industry standards, meet legislative requirements and mitigate risks. The first step was cleaning up existing electronic records stored on the PRRD's server. This massive undertaking in 2018 involved the creation of a Classification System based on the Local Government Management Association (LGMA) Records Classification and Retention Schedule (RCRS) that was developed by and for local governments and the sorting and transfer of existing electronic records into the new system (online). Being able to locate electronic records and ensure they are properly managed in an electronic file repository was a vital first step in the Records Management process and the records framework for the electronic records matches the framework used for the PRRD's paper records.

On August 15, 2024, the Regional Board adopted Records Management Bylaw No. 2553, 2024 which established a Records Management Program for the systemic control of the creation, use, maintenance, storage, security, retrieval and disposition of records created or received by the PRRD in the conduct of its operations and authorized the Corporate Officer to develop, manage and maintain the Records Management Program and preparation of an RCRS and policies and procedures that provide for

management of the PRRD's records. Section 8 of the Records Management Bylaw requires that any policies relevant to the Records Management Program will be Board approved.

Staff sought consultant expertise to develop the necessary policies essential to establish the framework for the PRRD's Records Management Program. The engagement of a consultant ensured that policies were drafted quickly, in accordance with current legislative requirements and best practices in local government. Staff worked with the consultant to review and refine the policies and ensure they aligned with existing PRRD policies (e.g. IT Acceptable Use and Information Security Policy). The policies, which will have organization wide impacts, were circulated to all departments prior to presentation to the Regional Board for approval.

It should be noted that the IT Acceptable Use and Information Security Policy No. 0340-001 was first approved on November 28, 2019 and was amended July 9, 2020. The existing policy was reviewed to ensure consistency with the new Records Management policies and additions were made to the policy to address expand the policy beyond acceptable use of IT equipment to also address security of **information**. The changes are shown in the attached 'marked up' version of IT Acceptable Use and Information Security Policy No. 0340-001 to clearly illustrate the new language that has been added.

Policies and procedures will be reviewed regularly and updated as needed. Compliance checks and audits will be conducted to ensure adherence to the policies and procedures.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not applicable to Strategic Plan

FINANCIAL CONSIDERATION(S):

Funding ($100,000) was approved in the 2025 Function 100 – Administration budget for records management. The funding has been utilized to hire the consultant to draft policies and for scanning of records through the Province of BC. Remaining funds (approximately $84,000) will be used for the ongoing scanning of vital records, staff training and for the exploration and purchase of an electronic records document management system.

COMMUNICATIONS CONSIDERATION(S):

Upon adoption of the records management policies, they will be included in the PRRD policy manual which is available on the website. Affiliated procedures will be finalized and shared with affected staff whose roles involve records management processes. Development of a resource manual will also assist to enhance and support staff understanding of the importance of records management practices.

OTHER CONSIDERATION(S):

Generally, these policies provide the PRRD with the framework and parameters necessary for implementation of the PRRD's Records Management Program. Next steps include:

a) Continued digitization of Vital Records (e.g. Regional Board/Hospital District/Committee minutes and bylaws (this work is already underway and is ongoing).
b) Completion of a PRRD Business Continuity Plan that ensures vital records are secure and not subject to flood, fire or other form of accidental destruction. (RFP awarded)
c) Presentation of a Privacy Management Program Policy (August 2025 Board meeting)
d) Storage Capacity and Location - shelving of boxed files and assessing records requiring permanent retention and associated storage requirements.
e) Staff training organization wide to ensure adherence to proper classification and retention or records.
f) Consideration of security of records – Some records are stored appropriately while others are not within fire rated locations.
g) Explore/research options for Records Management software/hardware and transition to an Electronic Document and Records Management System. The software will need to demonstrate that it can support a function-based classification scheme, retention schedules, auditing and accountability for information integrity plus other associated functions such as workflows, scanning, security of content of records including privacy and confidentiality, etc. The software will be required to integrate other software applications such as Vadim, MS Outlook, Cityworks, etc.
h) Policies and procedures will be reviewed regularly and updated as needed. Compliance checks and audits will be conducted to ensure adherence to the policies and procedures.

Attachments:

1. Records Information Management Framework Policy No. 0340-87
2. Records Information Management Accountability Policy No. 0340-88
3. Records and Information Management Policy No. 0340-89
4. Records Information Management Legal Hold Policy No. 0340-90
5. Records Information Management Scanning Policy No. 0340-91
6. Records Information Management Vital Records Policy No. 0340-92
7. Records Information Management Access to Information Policy No. 0340-93
8. Records Information Management Data Backup and Auto-Deletion Policy No. 0340-94
9. Records Information Management Records in Regional Board Custody Policy No. 0340-95
10. IT Acceptable Use and Information Security Policy No. 0340-001 (Amended)

External Link:

1. Report ADM-BRD-515, 'Records Management Bylaw No. 2553, 2024'
   (August 15, 2024 Regional Board Meeting, Agenda Item 9.1)

RECORDS AND INFORMATION MANAGEMENT FRAMEWORK POLICY

Department	Administration	Policy No.	0340-87
Section	Records and Information Management	Date Approved by Board	
Repeals		Board Resolution #	

Amended		Board Resolution #	
Amended		Board Resolution #	
Amended		Board Resolution #	

Repealed		Board Resolution #	

1. Purpose

1.1 The purpose of the Records and Information Management Framework Policy is to provide a foundation for all Peace River Regional District (PRRD) Records and Information Management (RIM) policies and procedures. This policy is necessary for understanding subsequent RIM documentation and for managing the PRRD's data, information, records and files (information assets).

2. Scope

2.1 The RIM policy applies to PRRD Board members, employees, volunteers, and contractors; and to all records and information, electronic and physical, in the custody and/or under the control of the PRRD.

2.2 The requirements of this policy apply to any other policy or procedure that deals with or refers to PRRD information assets either expressly or by implication. In the event of a conflict between this policy and any other policy, if the conflict cannot be resolved by the Corporate Services Coordinator, they will bring the conflict to the Corporate Officer for resolution.

3. Definitions

3.1 The definitions provided in this policy apply to all PRRD RIM Policies.

3.2 *Active* means records that are readily accessible and "related to current, ongoing, or in-process activities and referred to on a regular basis to respond to day-to-day operational requirements." However, because of the long-term mandate of local government, some of these "current" projects may depend upon records that are ten, twenty, or thirty-plus years old. [2024 LGMA RIM Manual]

3.3 *Archival* means a collection of records that are preserved for their historical value. These records are kept on the grounds of their enduring cultural, historical, or evidentiary value. [2024 LGMA RIM Manual]

3.4 *Archive* (verb) means to "save digital data, documents, and records, typically those that are not current, offline."[1] Offline implies a repository which is not immediately available and is located separate from the active, current repositories.

3.5 *Archives* (noun) means "a place where records selected for permanent preservation are kept".[2]

3.6 *Business Hold* means the process by which an organization temporarily halts the normal destruction of a file folder when there is a defined business requirement for the temporary preservation of the files records and information. It is similar to a legal hold and may use the same mechanisms as a legal hold to prevent a file's destruction. It is important that a business hold be temporary and, if the Corporate Services Coordinator believes the business hold is unnecessary, they may recommend approval of the file folder's destruction to the Corporate Officer.

3.7 *Classification* means the code used to classify a file, and identifies a business function, activity or records grouping and links files classified under the code to a retention schedule.

3.8 *Classification Code* means the secondary's alphanumeric identifier which is applied to a file folder to identify the file as belonging to that secondary.

3.9 *Classifying* means applying a classification code to a file folder based on that file's business function, activity or records grouping.

3.10 *Confidential Records* means records that could reasonably harm the interests of individuals, third parties, or the PRRD if disclosed to persons who are not authorized to access the information. This definition also includes personal information.

3.11 *Control* means the authority to manage the access, maintenance, preservation, disposition and security of the Regional District's records.

3.12 *Convenience Copy* means any copy of a record, other than the official record, required for short term purposes. A convenience copy typically resides in an office that is not the custodian of the official record (see Office of Primary Responsibility). Convenience copies are considered transitory records and may be destroyed without formal approval unless a legal hold prevents such destruction.

[1] *Glossary*, The InterPARES 2 Project, http://www.interpares.org/, May 16, 2022.
[2] *Glossary*, The InterPARES 2 Project, http://www.interpares.org/, May 16, 2022.

3.13 *Convert/Conversion* means the process of changing records from one medium to another (i.e., paper to digital) or from one format to another (i.e., .docx to .pdf) in accordance with international standards.

3.14 *Corporate Record* includes any record, official or transitory, received, created or in the custody or control of the PRRD which is related to the administration and operation of the Regional District.

3.15 *Custody* means having physical possession of an information asset, whether it is the physical record or file folder or the electronic media on which information is stored. Custody includes responsibility for accessing, maintaining, preserving, disposing of, and securing Regional District data, information, records and file folders.

3.16 *Database* means "a common type of electronic [information] system, consisting of a number of structured "fields" where pieces of information are stored, and can be sorted, manipulated, and retrieved in different ways for a variety of purposes. Complex databases re-use information and then display and print it in any number of combinations with other information, thereby creating electronic records."[3] A coherent set of fields within a database may be considered a record (e.g., all the information related to a single invoice is essentially an electronic record of an invoice). A collection of records within a database may be considered a file folder (e.g., the invoices for a fiscal year which are all related to an Accounts Payable account is essentially an electronic file). File folders within a database need to be managed in the same way that a physical file folder in a cabinet or an electronic file in a shared drive structure needs to be managed.

3.17 *Digital signature* means a type of electronic signature that has encrypted digital codes used to verify the identity of the individual providing the signature. The encrypted digital codes are almost always provided by a third-party authentication platform.[4] (See also Electronic Signature.)

3.18 *Disaster* is a present or imminent calamity that impacts the PRRD and meets the following criteria:

a. It is caused by natural forces (e.g., earthquakes, floods, wildfires, severe storms) or human-related events such as accidents, fires, explosions, cyber-attacks, data

[3] *Records Management Glossary*, Government of British Columbia, https://www2.gov.bc.ca/gov/content/governments/services-for-government/policies-procedures/government-records/glossary, May 19, 2022

[4] "If there is a requirement under law for the signature of a person, that requirement is satisfied by an electronic signature." *Electronic Transactions Act* (SBC 2001, c. 10, s. 11). See also sections 34–48 of the *Personal Information Protection and Electronic Documents Act* (PIPEDA) (SC 2000, c. 5), *Secure Electronic Signature Regulations* (SOR 2005-30) and section 31.4 of the *Canada Evidence Act* (RSC 1985, c. C-5, s. 56).

breaches, system intrusions, ransomware incidents, technical failures, or critical infrastructure breakdowns.

b. It results in serious harm to public health, safety, or welfare, or causes widespread damage to PRRD property, assets, or essential services.

3.19 *Disposition* (see Final Disposition).

3.20 *Email* is any communication created, sent or received on an electronic mail system. This includes any attachments and all associated transmission and receipt data. Email messages include those sent or received to, from or within the organization.

3.21 *Electronic communication* is any texts and/or social media posts that are related to PRRD operations or activities, and they are to be considered records for the purposes of the RIM Policies.

3.22 *Electronic signature* means either an electronic image of an individual's name added to an electronic document or the individual's name which has been added to an electronic document or form by typing the name. For the purposes of the PRRD, electronic signatures are not automatically legally admissible. For legally admissible electronic signatures, a Digital Signature should be employed.

3.23 *File* means any collection of records which has been contextually associated through the file's subject. Each file is uniquely identified by its classification code and by the name of the subject (e.g., name of project or employee or agreement or account). Files are tracked according to various metadata such as owner, location, status and retention period. Files may be physical or electronic. Electronic files are referred to as a File Folder or simply as a folder to differentiate from the common IT use of the term "file" which refers to an individual electronic record.

3.24 *Final Disposition* means the phase within the RCRS when records are reviewed, and a decision is made to either destroy or retain them permanently.

3.25 *Inactive* means records whose value and use by staff for daily work have diminished but are required by the organization to satisfy a regulatory, audit or secondary value. These are sometimes referred to as semi-active records. [2024 LGMA RIM Manual]

3.26 *Information* means data specifically organized for a purpose.

3.27 *Information assets* means the data, information, records and files, electronically or physically recorded, which are in the custody or control of the PRRD.

3.28 *Information Security Incident* means any adverse physical or electronic event where some aspect of information security could be threatened, including but not limited to

loss of data or information; loss of records confidentiality (e.g., data is not lost, but has been exposed); or disruption of data or system integrity (e.g., through viruses, hacking or denial of service attacks).

3.29 *Legal Citations* means the codes used to connect the records classification and retention schedule's secondaries with legislation and regulations that have impacts on the RCRS's classifications and retention periods.

3.30 *Legal Hold* means the process used by the PRRD to stop any tampering, modification, withholding, fabrication or destruction of PRRD controlled records or information assets whether intentional or accidental, that may be required or considered as evidence when legal action is reasonably anticipated or has been initiated.

3.31 *Lifecycle* means the stages of life for a record, including the capture, filing and availability of records for business purposes, the systematic and controlled disposal of records once their value to the organization has ceased and the preservation and continued availability over time of those records with enduring value to the organization. [2024 LGMA RIM Manual]

3.32 *Mobile Device* means a small, handheld computing device capable of creating and transmitting data, text, or electronic files, including laptops, tablets, and smartphones.

3.33 *Metadata* means information or data that is about, or interprets, other information or data. Records and Information Management examples include file names, authors of documents, time stamps, locations of files, access and permission levels, etc.

3.34 *Migrate/Migration* means the act of moving records either from one system to another, or within the same system, while maintaining the records' authenticity, integrity, reliability and usability, in accordance with international standards.

3.35 *Non-Work-Related Records* are records concerning the personal lives of employees, volunteers or Regional Board members. These records do not pertain to any aspect of corporate business. Typical examples of non-work-related records are personal e-mails and letters; records of other organizations with which an individual is involved, but not as part of the organization's business (e.g., charities, associations, and community organizations); and records related to non-work activities such as lunch arrangements, social functions, etc.

3.36 *Office of Primary Responsibility (OPR)* is the Corporate Administration department, which manages and maintains custody of the official record. Copies of official records are considered convenience copies.

3.37 *Official Record* refers to the official copy of a PRRD record that is retained by the Office of Primary Responsibility (OPR) for legal, fiscal, operational, or historical purposes. It

exists to fulfill long-term financial, legal and audit requirements. It can be the original and only copy of the record or a replacement copy that is designated as official. Electronic records which are created or received electronically (i.e., not a scan of a physical record) are considered official and legally admissible. Legal considerations for electronic media, as defined by the *Electronic Transactions Act* (SBC 2001, c. 10, s. 3-12) and the Canadian standard, *Electronic Records as Documentary Evidence* (CAN/CGSB-72.34, 2024) must be satisfied before an electronic scan of a record may be designated as official.

3.38 *Permanent Retention* means a record that has been determined by the organization to have sufficient historical, administrative, legal, fiscal, or other value to warrant continued preservation by the organization. [2024 LGMA RIM Manual]

3.39 *Personal information* is as defined in the latest version of the *Freedom of Information and Protection of Privacy Act.*

3.40 *Personally Identifiable Information* (PII) (see Personal Information).

3.41 *Primary* means a set of secondaries gathered together in the records classification and retention schedule, usually according to business function. (See also Secondary.)

3.42 *Privacy Breach* means any collection, use, disclosure, access, disposal, or storage of personal information, whether accidental or deliberate, that is not authorized by the PRRD *Freedom of Information and Protection of Privacy Administration Bylaw* or under the guidelines of *Freedom of Information and Protection of Privacy Act* (RSBC 1996, c. 165). It is a type of an Information Security Incident.

3.43 *PRRD Records* means recorded information in any form or medium, received, created or owned by the PRRD related to the business functions and operations of the PRRD and kept as evidence of such activity. PRRD records are required to control, support, or document the delivery of programs, business operations, decision making, or accounting for the activities of the Regional District. Examples include agreements, books, charts, diagrams, forms, images, invoices, letters, maps, memoranda, photographs, plans, returns, statements, vouchers, and electronic mail.

3.44 *PRRD Records and Information Management* means systematic control over Peace River Regional District information assets throughout their life cycle. This includes the processes and activities involved in creating, capturing, registering, classifying, indexing, storing, securing[5], retrieving, sharing, using, approving and monitoring access to, disposing of PRRD records and developing ways to manage these functions for departments.

[5] In partnership with the Information Technology department.

3.45 *Record* means information recorded in any form, including written, photographed, recorded or stored in any manner. The *Interpretation Act* (RSBC 1996, c. 238, s. 29) defines a record as "books, documents, maps, drawings, photographs, letters, vouchers, papers and any other thing on which information is recorded or stored by any means whether graphic, electronic, mechanical or otherwise." Sub-categories of records include Confidential, Corporate, Non-Work Related, Official, PRRD and Transitory.

3.46 *Records Classification and Retention Schedule (RCRS)* means a formal system, as amended from time to time, that establishes the classification system and retention periods for the records of the organization based on the current edition of the Records Management Manual prepared by the Local Government Association of BC. [2024 LGMA RIM Manual]

3.47 *Records Management program* is the sum total of all the PRRD data, information, records and file management functions and supporting resources, including personnel, records classification and retention schedules, policies and procedures, forms, training, software and storage facilities, but not the physical and electronic information assets.

3.48 *Regional Board* means the Peace River Regional District Board of Directors.

3.49 *Retention Schedule* (or *Retention Period*) means a comprehensive list of record series titles, indicating for each series the length of time it is to be maintained and also provides a timetable and consistent procedures for maintaining the organization's records, moving the records to inactive storage when appropriate and destroying records when they are no longer valuable to the organization or succession to permanent business storage or archive. [2024 LGMA RIM Manual]

3.50 *Secondary* means a category in a primary that defines a function, activity or collection of records that have a records schedule assigned to them. Each secondary has a classification code which is used to tag file folders classified under that secondary.

3.51 *Semi-active* (see Inactive).

3.52 *Source Record* means a physical record used in data entry or scanning (i.e., digital reproduction). All information from a source record must be captured before it may be considered completely duplicated. Once all the information from a source record is reliably captured, depending on the organization's scanning policy and procedures, it may be considered a Transitory Record.

3.53 *Storage* means placing file folders which are unlikely to be accessed regularly into a secure location, ensuring the files are protected from damage, decay, tampering or unauthorized access. Storage may take place during any stage of the retention schedule but is most common when files are closed.

3.54 *Transfer* means giving over the ownership, custody and control of a file folder. Once a transfer has occurred, the PRRD has no control over the file and the new owner may manage the records as they see fit.

3.55 *Transitory Records* are records of temporary usefulness that are needed only for a limited period of time, to complete a routine task, or to prepare an ongoing document. They are not required to meet statutory obligations or to sustain administrative or operational functions. Once they have served their purpose, they may be destroyed without additional approval. Convenience copies, periodicals, drafts and non-work-related records are examples of transitory records. Transitory records are subject to Freedom of Information (FOI requests, litigations and legal holds.

3.56 *Vital Record* means records that are essential for the ongoing business of the PRRD. Without these records, the Regional District could not continue to function effectively. Vital records must be recoverable and accessible after a disaster. Vital records are identified in the RCRS.

4. Policy

4.1 The information assets of the PRRD are valuable resources, necessary for the responsible and efficient administration and operation of the PRRD, and, as such, must be treated in a responsible manner. All records created or received by the Regional Board, Regional District employees, or through contractual agreements are owned and controlled by the PRRD.

4.2 Any failure to comply with RIM policies or procedures may be investigated, internally or externally, as circumstances dictate. Accidental and negligent contravention of RIM policies or procedures will require explanation of the breach and further training to prevent future contraventions. Willful contravention of RIM policies or procedures may result in disciplinary action, termination of contract and/or criminal prosecution.

4.3 Regional Board members, employees, volunteers, contractors and consultants are required to immediately report breaches of RIM policies and procedures to Corporate Administration.

5. PRINCIPLES

5.1 The PRRD RIM policies and procedures shall be consistent with the Information Governance Principles (IG Principles or simply "Principles") outlined in ARMA International's Generally Accepted Recordkeeping Principles®[1]. These Principles shall be applied to all PRRD RIM policies and are listed as follows:

- Accountability
- Transparency

[1] ARMA International *Implementing the Generally Accepted Recordkeeping Principles®*, 5th Ed. (ARMA International TR 30-2017).

- Integrity
- Protection
- Compliance
- Availability
- Retention
- Disposition

6. RELATED DOCUMENTATION:

6.1 Legislation

c. *Canada Evidence Act* (RSC 1985, c. C-5)
d. *Electronic Transactions Act* (SBC 2001, c. 10, s. 3-12)
e. *Freedom of Information and Protection of Privacy Act* (RSBC 1996, c. 165)
f. *Freedom of Information and Protection of Privacy Administration Bylaw No. 2452, 2021*
g. *Interpretation Act* (RSBC 1996, c. 238, s. 29)
h. *Records Management Bylaw No. 2553, 2024*

6.2 Standards

a. *Electronic Documents as Documentary Evidence* (CAN/CGSB 72.34 2024)
b. *Generally Accepted Recordkeeping Principles* (ARMA International, www.arma.org, February 20, 2009)
c. *Information and Documentation (Records Management)* (ISO 15489-1: 2016)
d. *2024 LGMA Records and Information Management Manual, Sixth Edition* (Local Government Management Association, 2024)
e. The Sedona Conference, *Commentary on Legal Holds, Second Edition: The Trigger & The Process*, 20 SEDONA CONF. J. 341 (2019)

Affiliated Policies	Records and Information Management Accountability Policy 0340-88 Records and Information Management Policy 0340-89 Legal Hold Policy 0340-90 Vital Records Policy 0340-92 Data Backup and Auto Deletion Policy 0340-94 Records in Regional Board Custody 0340-95
Affiliated Procedure	

RECORDS AND INFORMATION MANAGEMENT ACCOUNTABILITY POLICY

Department	Administration	Policy No.	0340-88
Section	Records and Information Management	Date Approved by Board	
Repeals		Board Resolution #	

Amended		Board Resolution #	
Amended		Board Resolution #	
Amended		Board Resolution #	

Repealed		Board Resolution #	

1. Purpose

1.1 The purpose of the Records and Information Management (RIM) Accountability Policy is to identify and formalize the roles and responsibilities within the Peace River Regional District (PRRD) for the management of PRRD's information assets. Every position has a role and a responsibility to manage information and records as corporate assets.

2. Scope

2.1 This policy, unless otherwise noted, applies to the PRRD Board members, employees, contractors and consultants.

3. Definitions

3.1 See RIM-01 Records and Information Management Framework Policy for definitions.

4. Policy

4.1 The following positions and groups are responsible for the listed functions and/or activities.

4.2 <u>Peace River Regional District Board</u>

PRRD Board members are accountable to:

- Ensure the implementation of a comprehensive Records Management (RM) program
- Approve and amend bylaws related to Records and Information Management and Freedom of Information (FOI) and Protection of Privacy which assigns responsibilities and authority to the Corporate Officer
- Provide the Corporate Officer with the resources necessary to perform the responsibilities required of the RM program
- Consider information security when working with PRRD records and information
- Immediately report any actual or potential information security incidents to the Corporate Records and Information Security Panel

- Immediately report any actual or potential litigation to the Corporate Officer

4.3 Corporate Officer

The Corporate Officer is responsible to:

- Approve and amend the Records and Information Management Policies and Procedures and the PRRD Records Classification and Retention Schedule (RCRS)
- Provide general oversight over the application of RIM Policies and Procedures
- Delegate RIM responsibilities and authority to the Corporate Services Coordinator
- Declare and manage the processes of a legal hold
- Approve all records destruction requests including destruction during a legal hold
- Resolve RIM issues that are elevated by the Corporate Services Coordinator
- Ensure that records are filed in accordance with the RIM policy and procedures
- Ensure that staff regularly identify and dispose of transitory and non-work-related records
- Work with the Corporate Records and Information Security Panel to respond to information security incidents and privacy breaches and identify opportunities to reduce the risk and likelihood of incidents and breaches
- Work with the Information Technology Manager to ensure proper security measures and best practices are in place to protect electronic information assets, with extra consideration of vital records, confidential and personal information
- Work with the Information Technology Manager to ensure that the systems managing PRRD's electronic records and information are reliable and secure; back up procedures are followed; electronic information assets are accessible, retrievable, and legible throughout their life cycle; and they are managed in a manner that ensures their integrity and authenticity

4.4 Corporate Services Coordinator

The Corporate Services Coordinator is responsible to:

- Implement the RIM program and delegate RIM program responsibilities to various positions and individuals as necessary
- Provide ad hoc and/or annual RM program reports to the Corporate Officer
- Manage the processes of records discovery or requests for records during litigation, with the input and advice of legal counsel
-
- Recommends regular file folder destruction and storage requests
- Develop and ensure compliance with the RIM policies and procedures
- Provide advice and guidance on RIM issues and topics
- Coordinate RIM projects
- Develop, maintain, update and ensure compliance with the PRRD RCRS
- Ensure the protection of vital records, with the assistance of the Information Technology Manager
- Ensure PRRD Board members and employees are trained on relevant RIM policies and practices

- Ensure forms comply with the PRRD's RIM policies and procedures, and the *Freedom of Information and Protection of Privacy Act*
- Create, organize and maintain PRRD filing structures according to the RCRS
- Develop, maintain, update and implement strategies for records conversions (e.g., scans or digital photographs) and records migrations (e.g., time resistant electronic formats and electronic system or repository transfers)
- Identify physical file folders that may be eligible for relocation to offsite storage
- Manage and track offsite and onsite file folder storage and act as the primary liaison with offsite storage facilities
- Identify file folders of all formats eligible for disposal and recommend and implement their disposal as per the approved retention schedule
- Create file folders according to PRRD standards
- Ensure the true deletion of electronic information assets identified for disposition according to the approved RCRS disposition schedules from all data repositories (excluding backup copies) in a timely fashion
- Work with the Corporate Records and Information Security Panel to respond to information security incidents and privacy breaches and identify opportunities to reduce the risk and likelihood of incidents and breaches
- Ensure a RM program compliance review is completed at least every five years and report results to the Corporate Officer

4.5 Department Heads

The Department Heads are responsible for:

- The administration and management of information assets in the department's custody
- Ensuring the department complies with the PRRD's RM program

4.6 Information Technology Manager

The Information Technology Manager is responsible to:

- Ensure that the information technology environment is compliant with the Regional District's RIM policies and procedures
- Implement access controls and permissions as defined by the Corporate Officer, in order to protect the PRRD's electronic information assets, with extra consideration of vital records and confidential or personal information
- Work with the Corporate Records and Information Security Panel to respond to information security incidents and privacy breaches and to identify opportunities to reduce the risk and likelihood of incidents and breaches
- Work with the Corporate Officer to ensure that the systems managing PRRD's electronic records and information are reliable and secure; back up procedures are followed; electronic information assets are accessible, retrievable, and legible throughout their life cycle; and they are managed in a manner that ensures their integrity and authenticity

- Assist in the true deletion of electronic information assets identified for disposition according to the approved RCRS disposition schedules from all data repositories (excluding backup copies) in a timely fashion

4.7 Employees

All PRRD Employees are responsible to:

- Ensure that records, including emails, are filed in accordance with the RIM policies and procedures
- Consider information security when working with PRRD records and information
- Immediately report any actual or potential information security incidents to the Corporate Records and Information Security Panel
- Immediately report any actual or potential litigation to the Corporate Officer
- Identify and regularly dispose of transitory and non-work-related records

4.8 Contractors and consultants

Contractors and consultants are responsible to:

- Provide any and all PRRD records upon request and/or at the end of a contract
- Consider information security when working with PRRD records and information
- Immediately report any actual or potential information security incidents to the Corporate Records and Information Security Panel
- Immediately report any actual or potential litigation to the Corporate Officer

Affiliated Policies	Records and Information Management Framework Policy 0340-87 Records and Information Management Policy 0340-89
Affiliated Procedure	Response to an Information Security Incident

RECORDS AND INFORMATION MANAGEMENT POLICY

Department	Administration	Policy No.	0340-89
Section	Records and Information Management	Date Approved by Board	
Repeals		Board Resolution #	

Amended		Board Resolution #	
Amended		Board Resolution #	
Amended		Board Resolution #	

Repealed		Board Resolution #	

1. Purpose

1.1 The purpose of the Records and Information Management (RIM) Policy is to ensure the correct and consistent handling and tracking of the Peace River Regional District's (PRRD) data, information, records and file folders. Data, information and records require proper filing; file folders require proper classification and proper retention (with or without onsite or offsite storage); and file folders require disposal by destruction, permanent storage or transfer.

2. Scope

2.1 The RIM policy applies to PRRD Board members, employees, volunteers, and contractors; and to all records and information, electronic and physical, in the custody and/or under the control of the PRRD.

2.2 This policy covers the receipt, creation, filing, classification, transfer, destruction, onsite and offsite storage, and retrieval or return of active, inactive, and permanently retained file folders, in both physical and electronic format.

3. Definitions

3.1 See RIM-01 Records and Information Management Framework Policy for definitions.

4. Policy

4.1 Filing of Records and Classifying of File Folders

a) As soon as possible after receipt or creation, PRRD data, information or records shall be filed in a file folder (digital or physical) which has been classified according to the PRRD Records Classification and Retention Schedule (RCRS). The only exceptions are transitory records which may be destroyed without filing or classification. See Appendix A: Understanding Official and Transitory Records for more information on transitory records.

b) When an individual is no longer employed, or an elected official's or a volunteer's involvement with the PRRD has concluded:
   i. All PRRD records in their custody which have not been filed must be filed in a properly classified file folder located within a PRRD file repository.
   ii. Any transitory records will be destroyed.
   iii. With the exception of publicly available Regional District records, any PRRD records must be removed from personally owned computer systems, mobile devices and storage media.

4.2 Disposition of File Folders

a) Once the retention schedule as defined by the PRRD RCRS has elapsed, properly classified PRRD file folders shall be disposed of by being permanently retained, destroyed, or transferred. The only exceptions are files retained under legal holds and reasonable business holds.

4.3 Storage of Physical File Folders

a) PRRD physical file folders shall be properly inventoried, tracked, and authorized by the Corporate Services Coordinator before being stored. Storage covers storage of active and inactive files and permanent retention storage.
b) When storing, retrieving, or returning PRRD file folders, the access process and details shall be managed by the Corporate Services Coordinator to ensure the records are reasonably safe from destruction, damage, theft or unauthorized access.
c) Whether onsite or offsite, PRRD's physical files shall be stored in a manner that ensures they are reasonably safe from destruction, damage, theft or unauthorized access, yet are able to be easily and safely accessed by authorized personnel.
d) Offsite storage facilities must strive to meet industry standards and onsite storage should strive to meet basic standards. See RIM-03a Basic Storage Standards for more information on proper physical storage conditions.

4.4 Storage of Electronic File Folders

a) Inactive and permanently retained electronic PRRD file folders should be sequestered and protected with read only access protocols to prevent intentional or accidental changes to inactive records.
b) PRRD electronic records managed or stored for longer than a ten-year term shall be stored in a format that preserves the authenticity and integrity of their records or, as time passes, these records shall be converted in a manner and format that preserves their authenticity and integrity.
c) PRRD electronic information, data or records, especially personal information, shall not be stored or managed
   i. in any systems that are or may be (e.g., emergency backups or service sharing) outside Canadian borders unless a Privacy Impact Assessment[1] has been

[1] *Freedom of Information and Protection of Privacy Act* (RSBC 1996, c. 165, s. 33.1)
Personal Information Disclosure for Storage Outside of Canada Regulation (BC Reg 294/2021, s. 2)

completed and the Corporate Services Coordinator is satisfied that the risk is acceptable.

ii. on "personal" folders or drives.

iii. on jump drives, optical discs, external hard drives, computers (PCs and laptops), local hard disk drives, mobile device or storage media except for short term storage for the purpose of transport or as an IT managed data back-up.

d) When personal, confidential or sensitive PRRD electronic records are temporarily stored on a mobile device or storage media, it shall be password protected and either encrypted or secured with multifactor authentication (MFA).

e) Non-work-related records should either be destroyed as soon as possible or, preferably, not stored on PRRD computer systems. Non-work-related records stored on PRRD systems are not private and may be involved in litigation discovery processes.

4.5 Destruction of File Folders and Records

a) When destroying official (i.e., not transitory) PRRD file folders, the process and details shall be triggered by the PRRD RCRS.

b) PRRD file folders shall be properly inventoried, tracked, and prepared by the Corporate Services Coordinator before being destroyed and authorized by the Corporate Officer.

c) The destruction of files shall be witnessed; electronic destruction shall be complete (i.e., true deletion of electronic records or physical destruction of the storage media); and physical destruction shall be performed in a secure manner.

d) Transitory records may be destroyed without filing, classification, tracking or approval unless a legal hold is in place which prevents such destruction. See Appendix A: Understanding Official and Transitory Records for more information on transitory records.

4.6 Transfer of File Folders

a) When transferring ownership of PRRD files, the process and details shall be triggered by the RCRS.

b) The transfer of PRRD file folders shall be properly inventoried, tracked, and prepared by the Corporate Services Coordinator and authorized by the Corporate Officer.

c) The transfer of PRRD file folders shall be witnessed by the Corporate Officer.

Affiliated Policy	Privacy Management Program Policy
Affiliated Procedure	Basic Storage Standards

Appendix A: Understanding Official and Transitory Records

1. Purpose

1.1 It is necessary for all PRRD Board members and employees at all levels to understand what a transitory record is and how it is different from an official record. There are two reasons why this is important. First, official records must be filed into a classified file folder. Second, transitory records must be destroyed regularly to prevent an accumulation of useless, low value and temporary records.

1.2 The accumulation of transitory records can be costly and may expose the organization to needless cost, wasted time and space and storage issues. Freedom of Information requests and litigation discovery projects must include any transitory records. In addition, some transitory records may cause unnecessary confusion (e.g., drafts and copies) during decision making processes.

1.3 To help staff meet the requirements of the RIM-03 Records Management Policy, this appendix provides examples of transitory records, instruction on how to recognize them and destroy them, as well as exceptions to the rules.

1.4 Under the authority of the RIM Policy, transitory records can be legally and routinely destroyed when no longer needed. However, any transitory record that may be involved in a Freedom of Information request or is under a legal hold may not be destroyed except with written approval.

2. What is a Transitory Record?

2.1 Transitory Records are records of temporary usefulness that are needed only for a limited period of time, to complete a routine task, or to prepare an ongoing document. They are not required to meet statutory obligations or to sustain administrative or operational functions. Once they have served their purpose, they may be destroyed without additional approval.

2.2 Transitory records:

a) ARE NOT the best source of evidence for a decision, activity or transaction
b) DO NOT support the accountability of the organization operations or programs
c) ARE NOT required to meet statutory, regulatory or audit requirements

2.3 If there is any doubt about whether a record is transitory, treat it as if it were an official record.

3. Categories of Transitory Records

3.1 It is helpful to think of transitory records as belonging to one of six categories: Temporary Notes, Convenience Copies, Non-Relevant Recordings, Drafts, Unsolicited Mail and Reference Material.

a) **Temporary Notes**: Temporary information that is required to complete a routine action, prepare an ongoing record, or was received for informational purposes only. It has little value and can be destroyed once it has been acted upon and is not required to support the operations and accountability of the program department.

i. Examples: Telephone/voicemail messages, data entry forms, to do lists, "FYI" email messages, email that transmits an attachment with no other information, meeting notices, informal notes, and opened envelopes.

ii. Exceptions: If a note or message's existence carries extra information related to a business function or activity, it must be kept. If a message provides evidence of an action or decision, it must be kept. Similarly, a postmark on an envelope, the date stamp on a voice mail or the time an email is received may be necessary to prove that the information transmitted was sent or received by a certain time or date. A required and official signature on a data entry form may require the form to be kept even though the data is entered into a database.

iii. Method of Physical Destruction: If there is a possibility of confidential or personal information in the record's content, use a secured shred box or shred it manually.

b) **Convenience Copies (cc)**. These are copies of internal documents with no alterations or additions. The office of primary responsibility (OPR) within the organization is responsible for the filing of the official record. Convenience copies are also known as courtesy copies, carbon copies, and non-OPR copies.

i. Examples: Internal memos or email notifications, photocopies, or correspondence which has no relevance to the receiving office.

ii. Method of Physical Destruction: If there is a possibility of confidential or personal information in the record's content, use a secured shred box or shred it manually.

c) **Non-Relevant Recordings:** Any audio-visual recordings made during the course of a business activity or function which have little or no information are transitory.

i. Examples: Most voice messages are transitory. Photographs and audio-visual recordings taken during incidents, investigations or bylaw enforcement which have no additional relevant information. For example, if a bylaw officer takes thirty photographs of an infraction, they may immediately decide that only six provide relevant information and may delete the remainder.

ii. Exceptions: Surveillance recordings are maintained for a set period as defined in the Video Surveillance Policy or the PRRD RCRS. This is due to the fact that an employee is unlikely to review a recording until an incident is realized and therefore cannot make the determination that the recording has no or little relevant information.

iii. Method of Physical Destruction: Not Applicable.

d) **Drafts**: Draft documents and working materials contain information used to create final versions of reports, correspondence, memoranda and other records.
   i. Examples: Rough notes, research notes, outlines, calculations, preliminary drafts, editing and formatting notes.
   ii. Exceptions: Some types of records such as legislation, policies, high level plans, agreements and contracts benefit from long term retention of drafts. In these cases, significant drafts which indicate a major decision or a shift in direction need to be retained to provide additional perspective and knowledge about the final record. Also, if no final document is produced, the latest draft is not transitory.
   iii. Method of Physical Destruction: If there is a possibility of confidential or personal information in the record's content, use a secured shred box or shred it manually.

e) **Unsolicited Mail**: This category includes unrequested electronic and physical documents.
   i. Examples: Advertising materials, résumés, brochures, sales letters, catalogues, price lists, company profiles and "spam".
   ii. Exceptions: Unsolicited materials from a vendor or individual that the organization has a regular relationship with may be filed in a vendor liaison file.
   iii. Method of Physical Destruction: Recycling.

f) **Reference Materials**: Any physical or electronic documents gathered or downloaded for information and research. These documents are from external sources but note the exceptions.
   i. Examples: Publications, books, magazines, newspapers, brochures, journals, newsletters, posters, reports, studies, standards, and software and software documentation.
   ii. Exceptions: In some cases, a reference document may have been created by another department within the same organization, and it has been placed in a library for convenience. The originating department must classify the official record as explained under Convenience Copies.
   If reference documents are retained long term and have some volume, it may be useful to file and classify the records in a reference material secondary in the RCRS.
   iii. Method of Physical Destruction: Recycling.

RECORDS INFORMATION MANAGEMENT LEGAL HOLD POLICY

Department	Administration	Policy No.	0340-90
Section	Records and Information Management	Date Approved by Board	
Repeals		Board Resolution #	

Amended		Board Resolution #	
Amended		Board Resolution #	
Amended		Board Resolution #	

Repealed		Board Resolution #	

1. Purpose

1.1 The purpose of the Legal Hold Policy is to prevent improper destruction or alteration of Peace River Regional District (PRRD) information assets related to litigation or potential litigation.

a) Improper destruction or alteration of PRRD information assets may result in the loss of records integrity and valuable information and carries the risk of legal repercussions associated with the destruction of evidence.

b) Intentional destruction or alteration of data, records or information with the purpose of prejudicing litigation, even potential litigation, is considered tampering with evidence and can result in criminal charges and will have a negative impact on litigation.

c) Unintentional destruction or alteration of data, records or information related to a litigation or a potential litigation, while not necessarily risking criminal charges, may have serious legal repercussions.

2. Scope

2.1 This policy applies to PRRD Board members, volunteers, employees, and contractors.

2.2 A Legal Hold involves all data, information and records in the custody and control of the PRRD including backups and transitory records.

3. Definitions

3.1 See RIM-01 Records and Information Management Framework Policy for definitions.

4. Policy

4.1 Upon instruction from the Corporate Officer, the Corporate Services Coordinator, with or without advice from legal counsel, shall place all relevant information assets under a legal hold and suspend regular destruction practices to prevent improper or intentional alteration or destruction of file folders.

4.2 During a legal hold, the Corporate Officer must authorize and approve the destruction of file folders which are not relevant to the litigation.

4.3 Any information assets maintained on PRRD computer systems, including mobile devices, are legally discoverable and are not considered private. Non-work-related records should either be destroyed as soon as possible or, preferably, not be stored on PRRD computer systems.

4.4 Any Personal IT Device (i.e., a personally owned computer, mobile device or storage media device) when used to store PRRD electronic information assets becomes discoverable during litigation and, if required by the court, may be seized as a source of evidence. If possible, PRRD records should not be managed on personal devices.

Affiliated Procedure	Legal Hold Procedure

RECORDS INFORMATION MANAGEMENT SCANNING POLICY

Department	Administration	Policy No.	0340-91
Section	Records and Information Management	Date Approved by Board	
Repeals		Board Resolution #	

Amended		Board Resolution #	
Amended		Board Resolution #	
Amended		Board Resolution #	

Repealed		Board Resolution #	

1. Purpose

1.1 The purpose of the Scanning Policy is to provide direction on acceptable scanning processes and the handling of source records (i.e., scanned physical records). Scanning is an acceptable tool to promote authorized and necessary access to information, to complete the contents of a digital file folder or to protect vital records.

1.2 The *Electronic Transactions Act* allows for the legal admissibility of electronic records.

a) Under the authority of the *Electronic Transactions Act*, electronic records which are received or created by the PRRD are already considered official records.

b) Digital signatures are also recognized as valid by the same legislation.

c) However, physical records received or created by the PRRD are considered official records and may not be destroyed after being scanned unless the scanning process and the PRRD's records management program comply with the standards.

d) The *Electronic Records as Documentary Evidence* (CAN/CGSB-72.34 2024) standard must be met to reliably grant a scanned copy the same legal standing as an original physical record.

e) Any scans that do not meet standards are not official records and not legally admissible and must be brought up to standard as soon as possible.

f) Any physical records received or created by the PRRD are official records and may not be destroyed after being scanned except as part of a regular destruction process approved by the Corporate Officer.

2. Scope

2.1 This policy applies to all physical records which are scanned by PRRD employees as part of the usual and regular course of business.

3. Definitions

3.1 See RIM-01 Records and Information Management Framework Policy for definitions.

4. Policy

4.1 Scanning physical records into an electronic format is acceptable when

a) providing access to information, either internally or externally.
b) adding the record to ensure the digital file folder is complete.
c) protecting vital records.

4.2 Managing the original physical record and the scanned copy.

a) The record must not be destroyed after being scanned.
b) The record must be filed into a properly classified file folder and maintained as the official record.
c) The electronic scanned copy must be filed in an electronic file folder utilizing the same classification and file folder name as the physical file. The physical file and the electronic file are two parts of the same file, and both file formats are to be managed as one file.

4.3 Standards

a) Scans should be a minimum of 300 dpi for text-based documents and 600 dpi for photographs or documents with graphics.
b) Scans should be OCR'd (Optical Character Recognition) to facilitate content searches.
c) Scans should preferably be in Portable Document Format/Archival (PDF/A).
d) Scans should be named according to the subject of the document with the application of any other necessary naming conventions.

5. Sources:

5.1 *Electronic Transactions Act* (SBC 2001, c. 10, s. 3-12)

5.2 *Electronic Documents as Documentary Evidence* (CAN/CGSB 72.34 2024)

Affiliated Policies	Vital Records Policy 0340-92
Affiliated Procedure	

RECORDS INFORMATION MANAGEMENT VITAL RECORDS POLICY

Department	Administration	Policy No.	0340-92
Section	Records and Information Management	Date Approved by Board	
Repeals		Board Resolution #	

Amended		Board Resolution #	

1. Purpose

1.1 The purpose of the Vital Records Policy is to ensure that Peace River Regional District's (PRRD) vital records are protected so that its legal, financial and operational functions can be quickly re-established after a disaster or other business interruption.

2. Scope

2.1 This policy applies to those records identified as vital records in the PRRD Records Classification and Retention Schedule (RCRS) and the Records Management Bylaw.

3. Definitions

3.1 See RIM-01 Records and Information Management Framework Policy for definitions.

4. Policy

4.1 The Corporate Services Coordinator must identify PRRD vital records by flagging secondaries in the PRRD RCRS as containing vital records.

4.2 The protection of or the ability to recover vital records must be included as an element in the Business Continuity Plan (BCP).

4.3 Physical vital records will require either physical duplication (i.e., photocopies) with the copies stored in a separate location from the original records or electronic duplication (i.e., scans or digital photographs) and the requisite digital backup.

4.4 Electronic vital records will be protected through the systematic use of backups.

4.5 A vital dataset that requires a customized database may be useless without a functioning copy of that database. Therefore, it may be necessary to maintain backups of the information systems that use and process the data as well as the data itself.

Affiliated Policies	Scanning Policy 0340-91
Affiliated Procedure	

RECORDS INFORMATION MANAGEMENT ACCESS TO INFORMATION POLICY

Department	Administration	Policy No.	0340-93
Section	Records and Information Management	Date Approved by Board	
Repeals		Board Resolution #	

Amended		Board Resolution #	
Amended		Board Resolution #	
Amended		Board Resolution #	

Repealed		Board Resolution #	

1. Purpose

1.1 The purpose of the Access to Information Policy is to

a) strike a balance between operating an open and transparent local government and protecting personal and confidential information;

b) provide guidance when Freedom of Information (FOI) requests or access to personal information requests are received; and

c) achieve compliance with the *Freedom of Information and Protection of Privacy Act* (the Act).

2. Scope

2.1 This policy, unless otherwise noted, applies to all Peace River Regional District (PRRD) Board members, volunteers, employees, contractors and consultants; and to all records and information in their custody and/or under their control, including electronic and physical records.

3. Definitions

3.1 See RIM-01 Records and Information Management Framework Policy for definitions.

4. Policy

4.1 Positions: The *Freedom of Information and Protection of Privacy Administration Bylaw No. 2452, 2021*, appoints the PRRD's Corporate Officer as the FOI Head and the Corporate Services Coordinator as the Information and Privacy Coordinator.

4.2 Internal Access: PRRD records will be accessible to all PRRD employees unless such records are confidential. Access to electronic and physical records is determined according to the IT Acceptable Use and Info Security Policy.

4.3 Routine Release: PRRD employees will freely provide any information that is routinely available as authorized by the Head.

a. As required by the Act, the PRRD will maintain a Routine Records Release List which provides a current list of records or files identified as immediately available for public release.
b. Where feasible, records which are often routinely released (e.g., annual reports, budgets, plans, policies, etc.) should be available through the website.

4.4 Freedom of Information Requests:
a. Every effort will be made to comply with the timelines of the Act.
b. When an FOI request is received, the records involved may be subject to a legal hold if there is a risk of destruction before discovery.
c. PRRD FOI request forms and checklists will be used when possible.

4.5 Personal Information Banks: As required by the Act, databases, records or files which are used to collect and manage personal information must be identified as a personal information bank (PIB) and compiled into a Personal Information Bank List.
a. The PIB List identifies the databases, systems, and classification codes which include collections of personal information that are organized or retrievable by the name of an individual or by an identifying number, symbol or other particular assigned to an individual.

4.6 Collection of Personal Information: Collection of personal information must only occur as permitted under the Act.
a. PRRD must have legal authority to collect personal information.
b. Only the minimum amount of personal information will be collected as required to perform required the PRRD's functions.
c. Personal information collected by or for PRRD must only be collected for an identified program or activity.
d. Unless otherwise permitted by the Act, personal information will only be collected directly from the individual who the personal information is about.
e. Unless indirect collection is authorized under the Act, an individual from whom personal information is collected must be informed of the following:
    i. The purpose for collection of the personal information;
    ii. The legal authority for collecting the personal information; and
    iii. The title and contact information of an employee who can answer an individual's questions about the collection of personal information.
f. PRRD forms which involve the collection of personal information will follow the requirements of the Act and this policy.

4.7 Use, Disclosure, and Access of Personal Information:
a. Personal information is only to be used, disclosed or accessed:
    i. With the consent of the individual the information is about.
    ii. For the purpose for which it was collected or a use that is consistent with the purpose for which it was collected.
    iii. When a specific use, access, or disclosure is authorized by legislation.

iv. As required for the purposes of fulfilling work-related duties at the PRRD.

4.8 Access, Accuracy, and Correction of Personal Information:

a. If personal information is used by or on behalf of the PRRD to make a decision about an individual, every reasonable effort must be made to ensure that the personal information is accurate and complete.
b. Except in limited circumstances, individuals have the right to access their own personal information upon request.
c. Individuals have the right to request correction of their factual personal information. A notation must be placed in the documentation if a correction cannot be applied. The individual must be advised of the reason their request was not applied.

4.9 Discoverability: All data, information, records and files in custody and control of the PRRD may be discoverable during litigation or legal proceedings.

a. Any records maintained on PRRD computer systems, including mobile devices, are in the custody of the PRRD and are therefore discoverable.
b. PRRD records stored on personally owned computer systems, mobile devices or storage media are still under the control of the PRRD. Therefore, such systems, devices or storage media become discoverable if PRRD records are present. If possible, PRRD records should not be stored or managed on personal devices.

4.10 Privacy Breaches: Any potential privacy breaches will be managed according to the PRRD's Privacy Management Program and related policies.

Affiliated Policy	Privacy Management Program Policy Data Backup and Auto-Deletion Policy 0340-94
Affiliated Procedure	

RECORDS INFORMATION MANAGEMENT DATA BACKUP AND AUTO-DELETION POLICY

Department	Administration	Policy No.	0340-94
Section	Records and Information Management	Date Approved by Board	
Repeals		Board Resolution #	

Amended		Board Resolution #	
Amended		Board Resolution #	
Amended		Board Resolution #	

Repealed		Board Resolution #	

1. Purpose

1.1 The purpose of the Data Backup and Auto-Deletion Policy is to establish official and approved retention periods for data which is automatically deleted such as backups and video surveillance data.

2. Scope

2.1 This policy applies to PRRD electronic information assets. Electronic information assets do not include operating software or business applications but may include information systems which are necessary for accessing specialized data and record sets.

3. Definitions

3.1 See RIM-01 Records and Information Management Framework Policy for definitions.

4. Policy

4.1 As per the Video Surveillance Policy, video surveillance data is retained for a maximum of 30 days after which it is automatically overwritten by the surveillance equipment software. If the data is used in an incident or investigation, it will be copied to that file and retained according to the incident or investigation's retention period.

4.2 Backing up digital communications, data and other electronic information assets is an essential information technology practice meant to prevent the permanent loss of Peace River Regional District (PRRD) information.

a) Backed up data is used to restore a system to a previous state (i.e., the date of the most recent backup) in case of system failure, information security incident or to restore individual files inadvertently deleted or lost.
b) Backups are not intended as a storage of information for records and information management purposes.
c) If an information system is required to access and interpret backed up data, the information system must also be backed up.

d) Electronic information assets in the custody of PRRD will be backed up to a secure server located outside the borders of Dawson Creek.
e) Backup processes, servers and data will be tested annually to ensure the viability of the service.
f) Backup data will be deleted according to the following standard without further authorization, tracking or approval, unless there has been a legal hold or a direction from legal counsel specifically requiring the cessation of backup data deletion, or a court order specifically requiring a cessation of backup data deletion.
   i. Daily backup data shall be deleted/overwritten after 8 days.
   ii. Weekly backup data shall be deleted/overwritten after 6 weeks.
   iii. Yearly backup data shall be kept until the end of the calendar year plus 2 years.

4.3 Zoom recordings and chat data shall be retained for a maximum of 30 days after which it is automatically overwritten by Zoom. If zoom recordings or chat data is required for business purposes (e.g., as evidence of events, activities, and decisions), staff must save a copy to the relevant electronic file folder for retention.

Affiliated Policies	Video Surveillance Policy
Affiliated Procedure	

RECORDS INFORMATION MANAGEMENT RECORDS IN REGIONAL BOARD CUSTODY POLICY

Department	Administration	Policy No.	0340-95
Section	Records and Information Management	Date Approved by Board	
Repeals		Board Resolution #	

Amended		Board Resolution #	
Amended		Board Resolution #	
Amended		Board Resolution #	

Repealed		Board Resolution #	

1. Purpose

1.1 The purpose of the Records in Regional Board Custody Policy is to provide guidelines for the management of Peace River Regional District (PRRD) information assets which are in the custody of Regional Board members.

a) The *Freedom of Information and Protection of Privacy Act* (*FIPPA*) applies to all information assets under the custody or control of the PRRD. This includes any and all PRRD related email in the custody of a Regional Board member.

b) Using personal email accounts rather than PRRD specific email addresses to manage Regional Board communications may jeopardize the security, integrity and recoverability of information.

1.2 This policy encourages and assists Regional Board members with clear instructions to

a) Prevent the unintentional retention of PRRD records beyond prescribed timelines, thereby increasing the risks of information breaches and costs associated with Freedom of Information (FOI) requests and discovery of records during litigation.

b) Ensure PRRD records created or received by the Regional Board members are provided to the PRRD for proper records management and preservation.

c) Ensure records in the custody of Regional Board members are added to active PRRD files in a timely manner so decision making, FOI requests and litigation discoveries are based on complete, current and accurate information.

d) Ensure compliance with section 33.1 of the *Freedom of Information and Protection of Privacy Act* which makes it illegal for British Columbia's public bodies to store personal information outside of Canada without an approved Privacy Impact Assessment.

2. Scope

2.1 This policy applies to all PRRD records and information in the custody of PRRD Board members.

3. Definitions

3.1 See RIM-01 Records and Information Management Framework Policy for definitions.

4. Policy

4.1 Any PRRD records created or received by a Regional Board member must be provided to the Corporate Services Coordinator for proper records management.

a) Notes taken by a Regional Board member during a meeting are not PRRD records.
b) Any correspondence, including emails, that discuss the PRRD are PRRD records.

4.2 Compliance with 4.1 means that copies of the PRRD records in the custody of Regional Board members, once provided to the Corporate Services Coordinator are considered convenience copies (i.e., transitory records).

a) As transitory records, there is no need to file them or seek approval for destruction.
b) However, as with all potentially sensitive records, physical destruction requires bringing the physical records to the Corporate Services Coordinator for secure shredding.

4.3 Annually, Regional Board members shall destroy PRRD records older than 24 months.

a) Every year the Corporate Services Coordinator shall send an email to the Regional Board members instructing them to delete any PRRD records, physical or electronic, older than 24 months. Physical records shall be brought to the Corporate Services Coordinator for secure shredding.
b) Exceptions to this deadline may be allowed when tracking ongoing issues. Regional Board members will identify such exceptions and inform the Corporate Services Coordinator, who will track the issues.

4.4 PRRD records in the custody of a Regional Board member shall be protected according to the IT Acceptable Use and Info Security Policy 0340-001, including being protected by an anti-virus program acceptable to PRRD's IT department and being accessed only on a computer with a robust password.

4.5 Regional Board members shall not use non-PRRD email accounts when managing PRRD communications.

a) The Information Technology Manager will be responsible to:
   i. Issue PRRD email addresses to Regional Board members.
   ii. Ensure Regional Board members are competent in the use of the email accounts.
   iii. Inform Regional Board members of any associated risks.
   iv. Provide training to Regional Board members as necessary.

4.6 Regional Board members shall not store electronic records in a cloud-based internet site (e.g., OneDrive, Google, Dropbox, etc.) unless the site has been approved for use following completion of a Privacy Impact Assessment.

4.7 Texts, instant messages and social media contents are discoverable and may be obtained through FOI requests. The Director's Code of Conduct policy should be considered when posting or discussing any PRRD related information.

Affiliated Policies	Records and Information Management Accountability Policy 0340-88 Records and Information Management Policy 0340-89 Vital Records Policy 0340-92 Privacy Management Program Policy
Affiliated Procedure	

IT ACCEPTABLE USE AND INFORMATION SECURITY POLICY

Department	Administration	Policy No.	0340-001
Section	Information Technology	Date Approved by Board	November 28, 2019
Repeals		Board Resolution #	RD/19/11/21 (28)

Amended	July 9, 2020	Board Resolution #	RD/20/07/14
Amended		Board Resolution #	
Amended		Board Resolution #	

Repealed		Board Resolution #	

1. Purpose

1.1 The purpose of the IT Acceptable Use and Information Security Policy is to define the acceptable uses of Information Technology (IT) Resources that support the Peace River Regional District (PRRD) and to establish reasonable security practices for PRRD information assets, both physical and electronic. The PRRD provides access to IT Resources for work purposes that serve the interests of the Regional District.

2. Scope

2.1 This ~~Statement of~~ Policy applies to the PRRD Regional Board, staff, hired contractors, and other individuals with access to PRRD information assets, IT Resources and/or IT Devices.

3. Definitions

3.1 *Acceptable Personal Use:* defined as reasonable and limited personal communication, including occasional use of apps and web browsing.

3.2 *Authorized User:* Any person who is granted access to IT Resources or IT Devices. Authorized Users can include employees, elected officials, contractors and other individuals.

3.3 *Cloud-Based Service:* A term that refers to applications, services, or resources made available to users on demand via the internet from a cloud computing provider's server.

3.4 *E-discovery:* refers to the preservation, retrieval, exchange, and production of documents from electronic sources in electronic form.

3.5 *Freedom of Information and Protection of Privacy Act (FO~~I~~IPPA):* refers to the *Act* that sets out the access and privacy rights of individuals as they relate to the public sector.

3.6 *Information Security Incident:* Any adverse physical or electronic event where some aspect of information security could be threatened, including but not limited to loss of data or information; loss of records confidentiality (e.g., data is not lost, but has been exposed); or disruption of data or system integrity (e.g., through viruses, hacking or denial of service attacks).

3.7 *IT Resource:* An application server, network share, wireless or wired network, domain controller, printer, cloud-based service, or other similar resource.

a) *PRRD Network:* Any physical or virtual network at the PRRD, including wireless and wired connections.

3.8 *IT Device:* Any end-user device which can be a laptop, desktop, smartphone, tablet computer, or other similar device.

a) ~~*Corporate Issued*~~ *PRRD IT Devices~~:~~* Any IT Device issued and managed by the PRRD provided to an individual.

b) *Personal IT Device:* Any IT Device which is not owned or managed by the PRRD but is being used by a PRRD employee or Regional Board member or committee member to access PRRD information assets.

~~3.9 *Least Privilege Needed:* refers to a principle requiring that each subject in a system be granted the most restrictive set of privileges (lowest clearance) needed to perform their employment duties. The application of this principle limits the damage that can result from accident, error or unauthorized use.~~

~~3.10 *Need to Know:* refers to a principle where access is restricted to authorized Employees that require it to carry out their work. Employees are not entitled to access merely because of status, rank, or office.~~

3.11 *Portable Data Storage Device:* USB sticks, portable hard disks, CD/DVDs, and other similar devices.

3.12 *Public Body:* refers to the ministries of the B.C. and Canadian federal governments; an agency, board, commission, corporation, office; a local public body; or any other body that may be covered by *FIPPA*.

3.13 *Service Set Identifier (SSID):* used to broadcast WiFi networks.

3.14 *Software-as-a-Service:* a software distribution model in which a third-party provider hosts applications and makes them available to customers over the internet.

3.15 *Telephony Service:* the field of technology involving the development, application, and deployment of telecommunication services for the purpose of electronic transmission of voice, fax, or data, between distant parties.

3.16 *Two-Factor Authentication:* an extra layer of security that requires not only a password and username but also something available, such as a token or a code texted to the user for verification.

3.17 Refer to RIM-01 Records and Information Management Framework Policy for additional Records and Information Management (RIM) definitions.

4. Policy

4.1 Monitoring of Activity

a) Use of IT Resources creates activity records, including but not limited to, network logons, server file activity, email traffic, and internet traffic.

b) Any collection, access, use, transmission, or disposal of data or use of PRRD IT Resources, whether for personal reasons or not, may be audited, inspected, monitored and/or investigated to:

i. maintain, repair, and manage IT Resources for the efficient operation of systems.

ii. meet legal requirements to produce information, including by engaging in e-discovery or Freedom of Information requests.

iii. ensure accessibility of IT Resources for the continuity of work processes.

iv. improve business processes and manage productivity.

v. ensure compliance with policy and legislative requirements.

c) The Regional District reserves the right to review the use of its IT Resources. Authorized Users should be aware that they have no right to ownership or expectation of privacy with respect to their use of IT Resources and the use will be monitored.

d) Email and data stored on the PRRD Network are regularly backed up and stored in accordance with the RIM-08 Electronic Records Backup Policy, and are recoverable for a limited time, even if the original files, documents, email, or data have deleted by the user.

4.2 Accounts and Authentication Security

a) Authorized Users must not divulge, share, or compromise their own or another's authentication credentials (e.g. passwords, access cards, etc.). This includes not divulging passwords to technical support over email, phone, or other electronic means.

b) Authorized Users may be held accountable for all activities that occur under their authentication credentials and should immediately report any known or suspected compromise to the IT Department.

c) Generic accounts such as "anonymous" or "guest" are not permitted.

d) The password length, complexity, and formation are determined by the IT Manager.

e) Authorized Users must inform the IT Manager of the use of any externally accessible IT Resources for conducting PRRD business.

f) When accessing cloud-based services, Authorized Users must use strong passwords or utilize a second layer of protection such as a two-factor authentication, when possible.

4.3 PRRD IT Device Security

a) Access to PRRD IT Devices is restricted to Authorized Users only.

b) Authorized Users must not modify, alter, or remove physical or software components that could affect the integrity or security of the IT Device or the PRRD Network. Any security protection must not be disabled.

c) Authorized Users who leave their equipment/devices unattended must log off or lock the device to prevent unauthorized access to the device. When dealing with the public and accessing PRRD sensitive, personal or confidential information, ensure the device's screen is not visible to the public. Mobile devices, such as smartphones and tablets, must include a passcode and auto-lock after five (5) minutes or less.

d) When using portable IT Devices (such as laptops, smartphones, tablets, other similar devices) the Authorized Users must:

i. store PRRD data and files on the PRRD Network servers and are strongly discouraged from storing PRRD data on their local hard disks or removable media.

ii. only store data on portable data storage devices in extenuating circumstances, and the data must be encrypted.

iii. not leave devices unattended in unsecured or vulnerable locations (e.g., vehicles or public areas).

iv. not attach any non PRRD-issued devices to the Corporate Network without express consent from the IT Department (see 4.12 Personal IT Device Security).

e) Authorized Users are responsible for the ~~to~~ return of all PRRD IT Devices, PRRD data, and intellectual property to the IT Department upon termination or departure.

f) Any lost or stolen PRRD IT Devices ~~or PRRD data~~ must immediately follow the affiliated information security incident procedure by reporting the loss to the Corporate Records and Information Security Panel immediately.

g) Any actual or suspected information security incident such as the tampering, loss or destruction of PRRD information assets witnessed by a Regional Board member, committee member or employee must immediately follow the affiliated information security incident procedure by reporting the incident to the Corporate Records and Information Security Panel.

4.4 Email, Internet, and Network Usage

a) All business being conducted for the PRRD must be done through PRRD-assigned emails, even when work is conducted outside of the workplace.

i. Only in extenuating circumstances may personal accounts be used to conduct PRRD business, and all emails must be copied to the PRRD mail server.

b) PRRD emails are not to be automatically forwarded to outside email addresses, unless such outside email address has been issued by a public body subject to *FOIPPA*.

c) The PRRD reserves the right to filter and quarantine both inbound and outbound electronic content, including but not limited to email and web content.

d) Authorized Users must never send credit card information, account passwords, financial information, politically sensitive information, or extensive personal information in an email unless the user confirms that the recipient is who they claim to be via alternative methods.

e) Precautions must be taken when opening or acting on an email. The sender of an email must be verified before acting on the content in an email, especially emails dealing with financial transactions or authorizations.

f) When using PRRD IT Resources, Authorized Users must not:

i. download, display, or distribute any explicit, discriminating, threatening, harassing, or offensive graphic or document. Explicit material may not be archived, stored, distributed, edited, or recorded using PRRD IT Resources.

ii. deliberately or carelessly propagate any virus or malware on the PRRD Network.

iii. forward email spam or malware, unless requested by the PRRD IT Department.

iv. access any material which contravenes the *BC Human Rights Act, Criminal Code*, or any Federal or Provincial Law.

v. access online gambling or gaming websites.

vi. disable or overload any IT Resource (computer system or network).

g) Third party cloud synchronization services that host data outside of Canada (e.g. Dropbox, Google Apps, etc.) ~~and do not comply with *FOIPPA* regulations~~ and have not been approved for use through a Privacy Impact Assessment (PIA) according to *FIPPA* regulations are prohibited for storing PRRD records.

h) All email communication must comply with *Canada's Anti-Spam Legislation*.

i) Incidental usage of the Internet, IT Resources, and IT Devices for personal use (such as personal activities and viewing personal email accounts) are permitted but limited to breaks, lunch breaks, outside core working hours, or in an emergency situation, and must:

i. not detract from work responsibilities or job performance.

ii. not impair the normal functioning of an IT Resource or interfere with another's use of an IT Resource.

iii. not result in PRRD incurring an expense.

iv. not result in personal financial gain (e.g. derive income from a secondary source).

v. remain in compliance with this policy.

j) Non-work-related records should either be destroyed as soon as possible or, preferably, not stored on PRRD IT devices.

4.5 Software Application Usage on PRRD IT Devices

a) Authorized Users must never store, install, or use software that is not purchased by or licensed by/or licensed to the PRRD. Any such files or software may be used only in ways that are consistent with their licenses.

b) Authorized Users are not to make copies of copyrighted software unless the appropriate software licensing allows it.

c) Authorized Users must have their supervisor's permission to download or use applications or software downloaded from the internet, USB, or installed from a CD/DVD.

d) Supervisors must not ~~permit an~~ give Authorized Users permission to download or use applications or software that are prohibited by the IT Manager, present unacceptable privacy or security concerns, and/or impose unacceptable terms and conditions.

4.6 Mobile PRRD IT Device Usage

a) Eligibility for corporate issued mobile devices will be limited to Authorized Users who meet one or more of the following criteria:

i. who spend the majority of their time working outside of the office.

ii. whose job duties are in public safety, requiring immediate or emergency response.

iii. who job duties support full-time business infrastructure and systems.

iv. who are required to respond promptly to urgent business-related email or communication.

v. in other situations where a "business case" has been approved by the CAO.

b) In response to a *Freedom of Information and Protection of Privacy* request, any information stored on the Corporate-issued mobile device is subject to that request.

c) Authorized Users are responsible for applying operating system and mobile app updates on a regular basis on ~~Personally owned and~~ Corporate-issued devices connecting to the PRRD Network.

i. The IT Manager reserves the right to revoke access to any device connecting to the PRRD Network.

d) Authorized Users must not change or alter the operating or security systems on a Corporate-issued ~~or personally owned~~ mobile device that is accessing the PRRD Network.

e) See also 4.12 Personal IT Device Security.

4.7 Wireless Security

a) All PRRD-issued IT Devices used by staff are to connect to the Corporate wireless network. PRRD Directors' IT Devices and personally owned IT Devices may connect to the PRRD Public or PRRD Corporate wireless network.

b) No installations of unauthorized parallel wireless infrastructure and/or rogue wireless devices are permitted on the PRRD Network or within the PRRD facilities.

c) If an IT Devices or piece of equipment is found to be causing interference with PRRD's wireless (Wi-Fi) network, IT will disable or remove the device.

4.8 Remote Access

a) Remote access is not provided to all Authorized Users and is granted by the supervisor.

b) Authorized Users must not leave any IT Device, PRRD or personal, unattended when remotely logged into the PRRD Network, without taking the appropriate security precautions.

c) Authorized Users are expected to apply the same safeguards, prudence, and due diligence when working outside the workplace as they do when in the workplace.

d) Authorized Users are responsible for making sure that antivirus is installed and updated when connecting remotely to the PRRD Network, whether the device is owned by the PRRD or not.

i. The IT Manager reserves the right to revoke access to any device remote accessing the PRRD Network.

4.9 Contractor Access to Network

a) The use of the PRRD IT Resources by outside consultants or unauthorized users shall only be done with prior approval of the PRRD IT Manager.

b) External access by a Contractor or unauthorized user to PRRD IT Resources requires a signed *Contractor Device Access Agreement*.

c) A *Data Sharing Agreement* contract is required when sharing data with another organization, person, or business, and must be signed by both parties before access is provided.

4.10 PRRD Network Infrastructure

a) PRRD servers and network equipment must be kept in a temperature-controlled, locked room with access limited to personnel responsible for the support of the

servers. The servers and network equipment must be connected to battery-backup equipment.

b) PRRD IT Devices must utilize disk-layer data encryption, whenever possible.

c) Except for mobile devices (e.g. laptops, smartphones, tablets, other similar devices), relocation of PRRD IT Devices and equipment must be approved by the IT Manager.

d) Staff must follow proper hard disk erasure measures before any PRRD IT Devices are released for resale.

e) PRRD monitors and manages the total storage capacity of PRRD IT Resources and can, at any time, restrict individual storage capacity to ensure business resilience and continued service levels. This includes email mailboxes, storage on the PRRD Network, IT Device, or other similar IT storage resources/devices.

f) Technology purchasing must be approved by the IT Manager and Corporate Administration to ensure that:

i. IT Resources are not negatively impacted; ~~and~~

ii. the technology complies with privacy legislation and policy;

iii. the technology complies with records and information policy and best practices; and

iv. standards and interoperability are maintained.

g) The IT Manager must maintain a Hardware Refresh Cycle Plan to ensure all PRRD IT Resources and IT Devices are in high working order.

4.11 User Management

a) Access to IT Resources are based on ~~"Least Privilege Needed" and "Need to Know"~~ the principles of Transparency and Protection[1] to balance PRRD IT Resource security and the job responsibilities of the Authorized User.

i. Electronic files and records are primarily open to all employees unless there is a clear reason to restrict access or to restrict the ability to alter the records.

ii. The decision to apply or remove restrictions is the responsibility of the Department Heads and the Corporate Services Coordinator.

b) Physical security of PRRD information assets is the responsibility of all Regional Board members, committee members and employees.

i. Cabinets which may contain any personal, confidential or sensitive information must be locked when unattended and at the end of the workday.

ii. Files and records containing personal, confidential or sensitive information must not be left unattended on desks or shelves.

[1] See 0340-87 Records and Information Management Framework Policy.

4.12 Personal IT Device Security

a) Any PRRD records maintained on personally owned IT devices are subject to freedom of information requests, are legally discoverable, and are not considered private. Therefore, PRRD reserves the right to investigate, retrieve, and read any data, information or record composed, transmitted, or received through the Personal IT Device.

b) Any PRRD record received or created on a Personal IT device that requires classification and filing must be copied to the appropriately classified electronic file folder in a file repository that is in PRRD custody.

c) When an Authorized User is no longer employed, or an elected official's or a volunteer's involvement with the PRRD has concluded:

   i. All PRRD records in their custody which have not been filed must be filed in a properly classified electronic file folder in a file repository that is in PRRD custody.

   ii. Any transitory PRRD records will be destroyed.

   iii. Apart from publicly available records, any PRRD information assets must be removed from Personal IT Devices and Portable Data Storage Devices.

d) In response to a *Freedom of Information and Protection of Privacy* request, any PRRD information stored on a Personal IT device is subject to that request.

e) Upon notice of a legal hold, any Personal IT Devices may be subject to transfer to the Corporate Officer to ensure compliance with the legal hold. Any person receiving such a notification shall transfer possession of the Personal IT Device to the Corporate Officer at once, unless a later transfer date and time is indicated in the notification. The person receiving such a notification shall not delete or modify any information stored on the device after receiving the request.

f) Authorized Users who access information on the PRRD's network, externally, must do so through the use of a VPN (Virtual Private Network) with password protection and multi-factor authentication (MFA).

g) Authorized Users are responsible for applying operating system, anti-virus and mobile app updates on a regular basis for Personal IT Devices connecting to the PRRD Network. Authorized Users must not change or alter the operating or security systems on a Personal IT Device that is accessing the PRRD Network.

h) The IT Manager reserves the right to revoke access to any device connected to the PRRD Network.

4.13 Digital Signatures

a) A digital signature is a valid, legal means of authorizing decisions or transactions electronically.

b) A scanned image of an inked signature applied or embedded into an electronic document is an electronic signature but it is not a digital signature and should not be considered legally admissible.

c) A digital signature requires third-party authentication to identify the individual providing the signature.

   i. Such third-party authentication platforms must be approved by the IT Manager.

d) If an individual's digital signature is used by another individual with permission, there must be a signing authority document that clearly defines the individuals and/or positions involved and the situations under which such permission is granted.

Affiliated Policies	0340-94 Data Backup and Auto-Deletion Policy
Affiliated Procedure	Response to an Information Security Incident

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: CS-BRD-418

From: Protective Services Date: July 17, 2025

Subject: Function 305 – UBCM Grant Funding Amendment to Financial Plan

RECOMMENDATION: *[Corporate Weighted]*

That the Regional Board amend the 2025 Financial Plan for Function 305 – 911 Emergency Telephone Service to:

- Increase Grant Revenues - $100,000; and
- Increase General Expenditures – Minor Capital - $100,000

for the Union of BC Municipalities – Next Generation 911 grant stream.

BACKGROUND/RATIONALE:

On April 10, 2025, the Regional Board passed the following resolution:

> *MOVED, SECONDED and CARRIED,*
> *That the Regional Board authorize submission of a grant application on behalf of the Peace River Regional District to the Union of British Columbia Municipalities – Next Generation 911 Fund for a grant of up to $100,000 to be used towards the purchase of mobile Computer Assisted Dispatch (CAD) units for the Moberly Lake Fire Department and Charlie Lake Fire Department*

The Union of British Columbia Municipalities funding application was submitted and approved, and the funds will be used to purchase 14 Mobile Computer Assisted Dispatch (Mobi-CAD) computers for the Charlie Lake Fire Department (10) and the Moberly Lake Fire Department (4).

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Asset and Infrastructure Management

FINANCIAL CONSIDERATION(S):

Each unit costs approximately $5,000 - $6,000, dependent on the required docks and updated wiring they may require. The estimated cost of replacing the 14 units is approximately $84,000 with additional costs estimated at $16,000 for the installation of the new units.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

None at this time.

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: CS-BRD-416

From: Community Services Date: July 17, 2025

Subject: Chetwynd and District Recreation Complex Operating Agreement

RECOMMENDATION: *[Corporate Weighted]*

That the Regional Board authorize the approval of the "Chetwynd & District Recreation Complex Operating Agreement" with the District of Chetwynd and endorsed by the Chetwynd Civic Properties Commission, which defines the roles of the parties for the management and operation of the Chetwynd & District Recreation Complex for a 5-year term from July 17, 2025 to July 17, 2030; further that the Chair and the Chief Administrative Officer be authorized to sign the agreement on behalf of the Peace River Regional District.

BACKGROUND/RATIONALE:

The Chetwynd and District Recreation Centre (the Rec Centre) is owned by the Peace River Regional District (the Regional District) and operated by the District of Chetwynd (Chetwynd) with policy oversight provided by the Chetwynd and Area Civic Properties Commission (the Commission). The Commission was established by Chetwynd Civic Properties Commission Bylaw No. 1049, 1996 (Consolidated) and is delegated certain responsibilities through that Bylaw.

The Rec Centre is defined as including all buildings and other improvements on/to the property located at 4552 North Access Road in Chetwynd, BC including:

- Ice Arena
- Curling Rink
- Leisure Pools
- Hot Tubs
- Sauna
- Gym
- Splash Park
- Skate Park
- Common areas
- Grounds
- Other ancillary recreation amenities

A new Facility Operating Agreement titled "Chetwynd and District Recreation Complex Operating Agreement" (the Agreement) has been developed to provide clarity and role definition for the Regional District, the Commission and Chetwynd. The intention of the agreement is to formalize the working relationship that is in place, and mirror how the Rec Centre is operated.

On June 24, 2025, the Chetwynd Civic Properties Commission passed the following resolution:

> *MOVED, SECONDED and CARRIED,*
> *That the Chetwynd Civic Properties Commission approve the "Chetwynd and District Recreation Complex Operating Agreement" which defines the roles of the Regional District, District of Chetwynd and the Chetwynd Civic Properties Commission for the management and operation of the Chetwynd and District Recreation Complex; further, that the Agreement be forwarded to the District of Chetwynd and upon their endorsement of the agreement, the Commission recommend the Agreement to the Regional Board for approval.*

On July 7, 2025, the District of Chetwynd Council passed the following resolution:

> *MOVED, SECONDED and CARRIED,*
> *That the report dated June 26, 2025 re: Chetwynd and District Recreation Complex Operating Agreement prepared by the Administration department be received; and*
> *That the District of Chetwynd Council approve the DRAFT "Chetwynd and District Recreation Complex Operating Agreement" which defines the roles of the Regional District, District of Chetwynd and the Chetwynd Civic Properties Commission for the management and operation of the Chetwynd and District Recreation Complex."*

The Agreement has been reviewed by staff from both Chetwynd and the Regional District and outlines items such as:

Roles of the Regional District:
- Approve annual budget and capital project budgets.
- Pay Chetwynd an annual management fee.
- Consider the Commission's recommendations.
- Provide property and liability insurance.

Roles of the District of Chetwynd:
- Operate, maintain, and repair the Rec Centre.
- Preparation and revisions of the annual budget.
- Collect and receive revenue and account for the budget.
- Enter into agreements for the operation, maintenance, and repair of the Rec Centre.
- Provide recreational, maintenance, marketing, and clerical support services.
- Lead the procurement of Major Capital Purchases and Capital Projects.

Roles of the Commission:
- Establish policies and procedures.
- Entering certain lease, rental, use, and sponsorship agreements.
- Submission of an annual budget to the Regional District.
- Recommend to the Regional District any budget amendments to the Five-Year Financial Plan prior to expenditures in excess of budgeted amounts.
- Submission of an annual report to the Regional District.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Asset and Infrastructure Management

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

The Commission and Chetwynd will be informed and provided with the Agreement once finalized for signature.

OTHER CONSIDERATION(S):

Civic Properties Commission Bylaw

The Commission was established in 1996 through Bylaw No. 1049, 1996, which was amended by Bylaw No. 1058, 1996. Through these bylaws, the Board delegated certain duties, powers and responsibilities to the Commission for the facility.

Chetwynd and Area Civic Properties Commission Establishment Bylaw No. 2579, 2025 was presented to the Regional Board for first two readings on June 19, 2025. This bylaw replaces the previous bylaws and re-establishes the Chetwynd Civic Properties Commission under new terms which clearly delegate certain responsibilities to the Commission. The bylaw will be presented to the Board for consideration of third reading and adoption on July 17, 2025 to align the powers granted by Bylaw to what has been proposed in the Agreement.

Attachments:

1. DRAFT Chetwynd and District Recreation Complex Operating Agreement
2. District of Chetwynd – Certified Resolution Chetwynd and District Recreation Complex Operating Agreement

CHETWYND & DISTRICT RECREATION COMPLEX OPERATING AGREEMENT

THIS AGREEMENT dated for reference _____, 2025.

BETWEEN:

PEACE RIVER REGIONAL DISTRICT
Box 810, 1981 Alaska Avenue,
Dawson Creek, BC V1G 4H8

(the "**Regional District**")

AND:

DISTRICT OF CHETWYND
Box 357, 5400 Hospital Road,
Chetwynd, BC V0C 1J0

("**Chetwynd**")

GIVEN THAT:

A. The Regional District has established the services of the Chetwynd Ice Arena, the Chetwynd Leisure Centre and the Chetwynd Recreation Complex through supplementary letters patent and bylaws;

B. The Regional District established the Chetwynd & Area Civic Properties Commission (the "**Commission**") through Bylaw No. 1049, 1996, as amended by Chetwynd and Area Civic Properties Commission Amendment Bylaw No. 1058, 1996 and repealed by Chetwynd and Area Civic Properties Commission Establishment Bylaw No. 2579, 2025 (the "**Commission Bylaw**") and has delegated to it certain administrative duties, powers and responsibilities;

C. The Regional District and Chetwynd wish to enter into this Agreement to provide clarity and define the roles of the Regional District, Chetwynd and the Commission for the management and operation of the Chetwynd & District Recreation Complex; and

D. The Commission has approved this Agreement, as confirmed by a majority vote by the Commissioners on **June 24, 2025** pursuant to the requirements of the Commission Bylaw;

NOW THEREFORE in consideration of the promises exchanged below, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

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DEFINITIONS

1. In this Agreement, the following definitions shall apply, in addition to those terms defined elsewhere in this Agreement:

   (a) **"Agreement"** means this Chetwynd & District Recreation Complex Operating Agreement;

   (b) **"Annual Budget"** means the annual budget prepared by Chetwynd under section 6(a) for the management, operation, repair and maintenance of the Recreation Complex, which may include supplemental requests for Capital Projects and other one-time projects;

   (c) **"Annual Financial Plan"** means the annual financial plan adopted annually by the Regional District pursuant to section 374 of the *Local Government Act* RSBC 2015, c. 1, as amended;

   (d) **"Board"** means the Board of the Regional District;

   (e) **"Capital Infrastructure Project"** means:

      (i) the construction building or structure that will form part of the Recreation Complex; or

      (ii) the enhancement of a building or structure that forms part of the Recreation Complex

   that meets or exceeds the applicable capitalization thresholds established by the Regional District's PRRD Tangible Capital Asset Policy;

   (f) "**Chetwynd Purchasing Policy**" means the District of Chetwynd Purchasing and Tendering Policy as amended or replaced from time to time.

   (g) **"Commission"** has the meaning described in recital B;

   (h) **"Commission Bylaw"** has the meaning described in recital B;

   (i) **"Five-Year Capital Plan"** means a five-year plan for Capital Projects prepared by the Commission under section 3(g) of this Agreement;

   (j) **"Five-Year Financial Plan"** means the five-year financial plan adopted annually by the Regional District pursuant to section 374 of the Local Government Act RSBC 2015, c. 1, as amended;

   (k) **"Insurance Policies"** has the meeting described in section 5(a) of this Agreement;

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(l) **"Lease Agreement"** means an agreement that is entered into to provide the exclusive use of a portion of the Recreation Complex in exchange for rent;

(m) **"Major Capital Purchase"** means the purchase of a Tangible Capital Asset in relation to the Recreation Complex that meets or exceeds the capitalization thresholds for Tangible Capital Assets established by the PRRD Tangible Capital Asset Policy;

(n) **"Management Fee"** has the meaning described in section 13 of this Agreement;

(o) **"Minor Capital Purchase"** means the purchase of a Tangible Capital Assets in relation to the Recreation Complex that does not meet or exceed the capitalization thresholds for Tangible Capital Assets established by the PRRD Tangible Capital Asset Policy, and, without limitation and for clarity, includes the operating expenses related to the Recreation Complex;

(p) **"Party"** means a party to this Agreement and **"Parties"** means the Regional District and Chetwynd together;

(q) **"PRRD Tangible Capital Asset Policy"** means the Regional District's PRRD Tangible Capital Asset Policy, as amended or replaced from time to time;

(r) **"Recreation Complex"** means the Chetwynd & District Recreation Complex located at 4552 North Access Road in Chetwynd, BC and includes all buildings and other improvements on and to that property, including the ice arena, the curling rink, the leisure pools, hot tubs, sauna, the gym, splash park, skate park, all common areas, grounds, parking lot, and other ancillary recreation amenities;

(s) **"Rental Agreement"** means an agreement with a person or organization for non-exclusive use of a part of the Recreation Complex in exchange for rent and that is in substantially the same form as the draft Rental Agreement attached hereto as Schedule A;

(t) **"Tangible Capital Asset"** means a tangible capital asset as defined in the PRRD Tangible Capital Asset Policy;

(u) **"Term"** has the meaning described in section 15 of this Agreement; and

(v) **"Use Agreement"** means an agreement with a person or organization for use of a part of the Recreation Complex at no cost.

OWNERSHIP

2. The Regional District is the owner of the Recreation Complex and will be the owner of all improvements from time to time made to the Recreation Complex and all chattels from time to time acquired for the Recreation Complex by Chetwynd or the Regional District pursuant to the Annual Budget.

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ROLE OF THE COMMISSION

3. The Parties agree that the Commission:

(a) will establish policies and procedures for the operation of the Recreation Complex including, but not limited to, hours of operation, a schedule of user fees and charges, and programming;

(b) will set performance and management goals and objectives and manage, monitor and review the performance of the Recreation Complex and Chetwynd as operator;

(c) may require reports from Chetwynd or the Regional District in order to carry out its function to manage, monitor and review performance;

(d) may enter into Lease Agreements, Rental Agreements, and Use Agreements provided that:

(i) the Commission complies with all Regional District policies and legislative requirements in relation to such agreements, including, without limitation, those in relation to disposal of property and providing public notice;

(ii) the agreements do not grant the lessee or licensee exclusive use of the entire Recreation Complex;

(iii) the agreements restrict use of the Recreation Complex to recreational centre uses and ancillary uses directly related to recreational centre use;

(iv) the agreements do not require the Regional District to expend any monies;

(v) the term of such Lease agreements do not exceed five years and allow the Regional District to terminate the agreement in its absolute discretion on not more than six months' notice to the person or organization; and

(vi) the Commission shall forthwith inform Chetwynd when the Lease Agreements are approved;

(e) may enter into agreements regarding the display of advertising and sponsorship within the Recreation Complex provided that:

(i) the agreements do not require the Regional District to expend any monies except in accordance with the Annual Budget;

(ii) the term of such agreements do not exceed five years; and

(iii) the fees paid by the advertiser or sponsor under the agreement in exchange for the advertising and sponsorship do not exceed $10,000.00.

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(f) approve Chetwynd's application for grant funding to offset approved Capital Project costs provided the Regional District has budgeted for the project in the Annual Financial Plan;

(g) will submit to the Regional District a Five-Year Capital Plan, any estimated carry forward Capital Projects and amounts, and the Annual Budget not later than November 15 of each calendar year of the Term;

(h) will submit an annual report to the Regional District by May 15th of each year of the Term that includes a summary of key performance indicators for the Recreation Complex that allows the Regional District to measure the Recreation Complex's performance against the goals set by the Commission, including usership statistics, a summary of repairs and maintenance carried out during the year, information on general operations, and any other information requested by the Regional District;

(i) must, if Chetwynd notifies the Commission that the cost to operate the Recreation Complex or complete a Capital Project is expected to be in excess of the funds budgeted by the Regional District in its approved Five-Year Financial Plan, recommend adoption of a budget amendment to the Board to amend the Five-Year Financial Plan prior to any expenditures in excess of the budgeted amount; and

(j) will make recommendations on contracts to be entered into by Chetwynd if a recommendation has been made to waive a District of Chetwynd policy.

REGIONAL DISTRICT DUTIES

4. The Regional District will:

(a) approve the Annual Budget and any related Capital Projects or costs and implement such Annual Budget into the Annual Financial Plan;

(b) pay Chetwynd the Management Fee pursuant to sections 13 and 14;

(c) consider all Commission recommendations made pursuant to this Agreement;

(d) provide direction and support to Chetwynd and the Commission as needed to ensure compliance with Regional District policies, bylaws and contracts; and

(e) do all other things necessary to ensure the good and proper management and operation of the Recreation Complex.

Insurance

5. The Regional District will:

(a) keep and maintain in force during the Term

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(i) all risks property insurance not including property located or stored at the Recreation Complex which belongs to groups and organizations party to a Lease Agreement, Rental Agreement, Use Agreement, or license; and

(ii) a comprehensive general liability insurance in an amount not less than $10,000,000;

(the "**Insurance Policies**");

(b) name Chetwynd as an additional insured on the Insurance Policies;

(c) provide Chetwynd thirty days' prior written notice in the event of cancellation or material change to the Insurance Policies; and

(d) provide evidence of the Insurance Policies to Chetwynd on request.

CHETWYND DUTIES

Operate Recreation Complex

6. Chetwynd will, in accordance with the policies and procedures established by the Commission pursuant to this Agreement from time to time, and any Chetwynd and Regional District policies and procedures applicable to this Agreement from time to time, manage, operate, maintain and repair the Recreation Complex (except that while Chetwynd will maintain and repair the library, Chetwynd will not be responsible for and will have no authority to operate the library and references in this Agreement to the operation of the Recreation Complex shall exclude operation of the library) and, in connection herewith, Chetwynd will:

Budget & Financial Records and Reporting

(a) prepare an Annual Budget in accordance with the Annual Budget calendar adopted by the Board and submit such Annual Budget to the Commission for recommendation to the Regional District not later than October 15th of each calendar year of the Term, which Annual Budget shall include, in such detail as the Commission may specify from time to time:

(i) the anticipated cost of management, maintenance, operation and repair of the Recreation Complex;

(ii) the cost of the Insurance Policies;

(iii) Tangible Capital Asset records in accordance with sections 6(dd) and (ee), including disposals and related proceeds received;

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(iv) the anticipated amount of funds to be raised through fees, grants, donations or sponsorships;

(v) the status of all Capital Projects in progress; and

(vi) a Five-Year Capital Plan inclusive of costs, which must conform to the requirements of the Regional District's PRRD Tangible Capital Asset Policy and capitalization thresholds established by that policy;

(b) revise the Annual Budget as may be required by the Commission in order to obtain Regional District approval;

(c) collect and receive all revenue from the operation of the Recreation Complex and use all such revenue to pay for expenditures in relation to the Recreation Complex as contemplated in the Board-approved Annual Budget;

(d) account for and report to the Commission all revenue, expenditures and Capital Projects in relation to the Recreation Complex on a quarterly basis in each year of the Term as follows:

(i) Quarter 1 due by May 1st;

(ii) Quarter 2 due by August 1st;

(iii) Quarter 3 due by November 1st; and

(iv) Quarter 4 and year-end reporting due by January 1st;

(e) prior to:

(i) November 1st of each year of the Term, provide a preliminary report to the Regional District of all anticipated operating and capital surpluses for the current calendar year; and

(ii) January 15th of each year of the Term, provide a final report to the Regional District of all operating and capital surpluses for the preceding calendar year;

(f) if Chetwynd anticipates that the cost to operate the Recreation Complex or complete Capital Projects is in excess of the budgeted funds by any amount, immediately notify the Commission of the excess to determine if a budget amendment or other course of action is required;

(g) be responsible for the maintenance of adequate accounts, books, and records and the preparation of operating and financial reports as may be reasonably required by the Commission or the Regional District;

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(h) permit the Regional District and the Commission and their auditors, at all reasonable times, to examine all accounts, books and records in relation to the management, operation, maintenance and repair of the Recreation Complex;

(i) submit an annual report to the Commission by April 15th of each year of the Term that includes a summary of key performance indicators for the Recreation Complex that allow the Regional District to measure the Recreation Complex's performance against the goals set by the Commission, including usership statistics, a summary of repairs and maintenance carried out during the year, information on general operations, and any other information requested by the Commission;

(j) prepare and provide to the Commission and Regional District such budget or financial reports as may be required from time to time by the Commission pursuant to this Agreement;

Operations & Maintenance

(k) provide recreational, maintenance, marketing, and clerical support services to the Recreation Complex and administrative support services to the Commission;

(l) provide reports to the Commission upon request to assist the Commission to carry out its function to manage, monitor and review performance of the Recreational Complex and Chetwynd;

(m) manage and conduct the day-to-day maintenance and repair of the Recreation Complex;

(n) immediately report all invasive plant infestations found on the Recreation Complex property to the Regional District;

(o) ensure that the Recreation Complex is managed and operated in compliance with all laws, including any applicable environmental laws, and in accordance with industry best practices;

(p) clean and maintain the Recreation Complex and keep the Recreation Complex in a good state of repair applying the same degree of care to the maintenance and repair of the Recreation Complex as would a prudent owner of a similar facility in British Columbia;

(q) conduct hazardous and wildlife danger tree assessments and vegetation removal as necessary, and in compliance with all safety guidelines, regulations, and legislation, including any applicable Regional District policies, and ensure that all assessments, hazard tree and vegetation removal are performed by qualified personnel;

(r) provide all inspection and vegetation removal records pursuant to section 6(q) to the Regional District;

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(s) following approval of the Commission, prepare grant applications for Capital Projects with respect to the Recreation Complex;

(t) prepare and submit to the Commission in relation to the Recreation Complex a proposed schedule of fees and charges and programming;

(u) immediately report to the Regional District and remedy any safety issues from time to time arising from or concerning the Recreation Complex;

(v) supply and hire, as Chetwynd employees, all management and staff necessary for the management, operation, maintenance and repair of the Recreation Complex and as otherwise necessary to perform its obligations under this Agreement;

(w) comply with the *Workers Compensation Act* (British Columbia) (the "**Act**") and all regulations, requirements and orders, including the *Occupational Health and Safety Regulation*, in the operation and maintenance of the Recreation Complex, and upon request by the Commission provide evidence of any required registration under the Act and evidence of compliance with any requirement under the Act to make any payments or pay assessments;

(x) be the "prime contractor" for the Recreation Complex for the purposes of the *Workers Compensation Act* (British Columbia) and its regulations or other statutes and fulfill all of the "prime contractor's" obligations under the Act, including ensuring that the activities of any employers, workers and other persons on the Recreation Complex relating to occupational health and safety are coordinated and doing everything that is reasonably possible to establish and maintain a process that complies with the Act and the regulations thereunder, including the *Occupational Health and Safety Regulation*;

(y) permit the Recreation Complex to be used only as a recreational centre and for other ancillary uses directly related to the recreational centre use, subject to section 12;

(z) will, on behalf of the Regional District and in coordination with the Regional District's Manager of Invasive Plants, tend to invasive plant treatments on all Regional District owned lands on which the Recreation Complex is located via mechanical or chemical treatment up to a maximum of three times per year and in accordance with all applicable enactments;

Lease, Use and Rental Agreements

(aa) negotiate and recommend to the Commission Lease Agreements, Rental Agreements and Use Agreements, complying with Chetwynd's policies where applicable;

(bb) ensure that the uses allowed under all Lease Agreements, Rental Agreements and Use Agreements are limited to recreational centre uses and ancillary uses directly related to the recreational centre uses, subject to section 12;

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Agreements

(cc) enter into agreements as necessary for the operation, repair and maintenance of the Recreation Complex, subject to the provisions of this Agreement and in accordance with the Chetwynd Purchasing Policy;

Asset Management

(dd) maintain accurate records of Tangible Capital Assets in accordance with the Regional District's polices and procedures and provide records to the Regional District for inclusion in the Regional District's asset management plan;

(ee) dispose of Tangible Capital Assets in accordance with Regional District's Asset Disposal Policy No. 0340-82 (or as amended), including the approval thresholds established therein;

(ff) prior to May 15th of each year of the Term, transfer all proceeds realized through disposal of assets from the previous calendar year to the Regional District to be deposited into the capital reserve fund for the Recreation Complex;

For clarity, Chetwynd may dispose of any tangible capital assets with a historic cost of $0-$999 with no approval from the Regional District and will not dispose of any tangible capital assets with historic values exceeding $1,000.00 without approval of the Regional District.

Insurance and Indemnification

(gg) indemnify and save harmless the Regional District and its elected and appointed officials, commissioners, officers, employees, agents, successors and assigns from any and all liabilities, actions, damages, claims, demands, losses, costs and expenses whatsoever (including, without limitation, the full amount of all legal fees and disbursements) related to death, bodily injuries, property loss or other loss or damage arising from any negligence of Chetwynd or any of its officers, employees, agents or other person for whom Chetwynd is responsible at law of from any breach of any of Chetwynd's obligations under this Agreement. This indemnity will survive the expiry or earlier termination of this Agreement;

(hh) keep and maintain in force comprehensive general liability insurance in an amount of not less than $10,000,000.00 during the Term and provide evidence of such insurance on request. and name the Regional District as an additional insured on this policy;

(ii) ensure that every party to a Lease Agreement, Rental Agreement or Use Agreement will have appropriate general liability insurance as required under the draft Rental Agreement attached hereto as Schedule A;

(jj) if alcohol is served during an event at the Recreation Complex, ensure that the event host obtains party alcohol liability insurance in an amount of not less than

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$5,000,000.00 per accident or occurrence, or such greater amount as may be required by the Regional District from time to time, naming the Regional District and Chetwynd as additionally insured. Upon request by the Commission, Chetwynd will deliver to the Commission, at the beginning of each year of the Term, proof of coverage for each of the special events that occurred in the previous year where alcohol was served; and

(kk) immediately notify the Regional District by telephone in case of fire, accident or other damage to the Recreation Complex and confirm that notice in writing within seven days of the incident.

Other

7. Chetwynd will not:

(a) expend, or enter into any contract requiring the expenditure of any monies unless:

(i) those funds are authorized by the current Board approved Annual Budget; and

(ii) the appropriate procurement and purchasing policies of the Parties have been followed;

(b) collect any fees or charges related to the Recreation Complex except those approved by the Commission in writing;

(c) make any physical alterations to the Recreation Complex without the prior written consent of the Regional District. Consent shall be considered given for physical alterations contemplated by Capital Projects that are included in the Regional District's approved Annual Financial Plan and the Regional District approved Annual Budget; or

(d) assign this Agreement without the prior written consent of the Commission or Regional District, which consent may be unreasonably withheld.

CAPITAL PROJECTS AND PURCHASING

8. Chetwynd may make Minor Capital Purchases if funds for such purchase have been allocated in the Regional District approved Annual Budget and in accordance with the PRRD Tangible Capital Asset Policy, if applicable.

9. Chetwynd may lead the procurement of Major Capital Purchases and Capital Projects, acting as the Regional District's agent with respect to contract management, if funds for such purchase or project have been allocated in the approved Annual Budget, and such procurement will accord with the PRRD Tangible Capital Asset Policy.

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10. Prior to making a Major Capital Purchase or undertaking a Capital Project for which funds have not been allocated in the Regional District approved Annual Budget, Chetwynd must:

    (a) provide a procurement request to the Regional District that includes the following information, as well as any additional information requested by the Regional District:

        (i) a business case for the proposed purchase or product;

        (ii) such professional reports as may reasonably be required detailing the proposed purchase or project and that include, where relevant, project plans;

        (iii) a cost estimate prepared by a qualified professional acceptable to the Regional District; and

        (iv) a general procurement plan;

        and

    (b) receive approval from the Regional District.

11. Where the Regional District approves a procurement request made pursuant to section 10(a), the Regional District will include the costs of the purchase or project in the Annual Budget.

USE

12. Chetwynd must ensure that any use of the Recreation Complex that is not a recreational centre use or ancillary use directly related to the recreational centre use must be compliant with applicable enactments and approved in writing by the Regional District, prior to its establishment in the Recreation Complex.

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MANAGEMENT FEE

13. A management fee payable to Chetwynd will be included in the budget for the Recreation Complex as follows:

Year	Leisure Centre Fee	Arena Fee	Total Paid to Chetwynd	Annual Increase
2026	$61,776	$61,776	$123,552	2%
2027	$63,012	$63,012	$126,024	2%
2028	$64,272	$64,272	$128,544	2%
2029	$65,557	$65,557	$131,114	2%
2030	$66,868	$66,868	$133,736	2%

("**Management Fee**").

14. The Regional District will pay the Management Fee to Chetwynd as invoiced each year of the Term, and for 2029, the Management Fee will be paid on a pro-rated basis.

TERM

15. The term of this Agreement is five (5) years commencing _____, 2025, and ending _____, 2030 (the "**Term**").

16. Either Party may terminate this Agreement by giving the other Party one year's written notice of intention to terminate and upon termination the financial responsibilities between the Parties will be settled within 45 days of such termination.

17. Either Party may immediately terminate this Agreement by giving written notice to the other Party if the other Party fails to abide by any term or obligation of this Agreement and fails to rectify the default within 30 days of such notice or such longer period as may reasonably be required to rectify the default having regard to the nature of the default.

18. At the expiry or earlier termination of this Agreement, Chetwynd will leave the Recreation Complex vacant and in a safe, clean, proper and well-maintained condition and good state of repair, reasonable wear and tear accepted.

MISCELLANEOUS

Waiver of Chetwynd Purchasing Policy

19. As a precondition to this Agreement, the Chetwynd staff will request that the Council of Chetwynd waive the application of the Chetwynd Purchasing Policy in situations where this Agreement dictates that Chetwynd is required to abide by PRRD's Tangible Capital Asset

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Policy. If Chetwynd Council does not approve such waiver, this Agreement will terminate and be of no further force and effect.

No Authority to Bind Regional District

20. Nothing in this Agreement creates the relationship of principal and agent, or of partnership or joint venture or gives either Party any power or authority to enter into contracts on behalf of the other Party or that otherwise bind the other Party in any way except where specifically indicated.

No Interest in Land

21. This Agreement grants no interest in land to Chetwynd.

Waiver

22. Waiver by either Party of any breach of this Agreement must not be deemed to be a waiver of any subsequent breach. Failure by either Party to take any action in respect of any breach of this Agreement must not be deemed to be a waiver of such breach. All waivers must be in writing.

Notice

23. Any notice, request, direction, approval, consent or other communication (any of which is a "**Notice**") required or permitted to be given by this Agreement must be in writing (except where this Agreement specifies otherwise) and may be given personally, by email, or by prepaid courier or regular mail to the intended recipient at the address shown below. Either Party may, by notice given in accordance with this section, change its address for the purposes of this section. Any such notice, statement or demand shall be deemed to have been given and received on the day of delivery or transmission as the case may be.

Notice to the Regional District:

Mailing Address:
Box 810
Dawson Creek, BC
V1G 4H8
Email: prrd.dc@prrd.bc.ca
Attention: Chief Administrative Officer

Notice to the Commission:

Mailing Address:
Box 757
Chetwynd, BC
VOC 1J0

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Email: d-chet@gochetwynd.com
Attention: Chief Administrative Officer

Notice to Chetwynd:

Mailing Address:
Box 357
Chetwynd, BC
V0C 1J0
Email: d-chet@gochetwynd.com
Attention: Chief Administrative Officer

Time

24. Time is of the essence in this Agreement.

Severability

25. If any provision of this Agreement is invalid or unenforceable in any jurisdiction, such invalidity or unenforceability shall not affect any other provision of this Agreement or invalidate or render unenforceable such provision in any other jurisdiction.

Amendment and Modification

26. No amendment to, modification of, or discharge of this Agreement is effective unless it is in writing and signed by an authorized representative of each Party.

Entire Agreement

27. The Parties acknowledge that this Agreement constitutes the entire agreement between the Parties with respect to the subject matter contained in this Agreement and may only be varied by further written agreement signed by all the Parties. It is acknowledged and agreed that there are no oral representations or warranties of any kind between the Parties.

Interpretation

28. In this Agreement:

    (a) reference to the singular includes a reference to the plural, and vice versa, unless the context requires otherwise;

    (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this agreement;

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(c) the term "enactment" has the meaning given to it under the *Interpretation Act* (British Columbia) on the reference date of this Agreement;

(d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;

(e) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replaced from time to time, unless otherwise expressly provided; and

(f) reference to a particular numbered section, or to a particular lettered schedule, is, unless otherwise expressly provided, a reference to the correspondingly numbered section or lettered schedule of this Agreement.

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Counterparts

29. This Agreement may be signed by the parties hereto in counterparts and by pdf email transmission, each such counterpart or pdf email transmission copy shall constitute an original document and such counterparts, taken together, shall constitute one and the same instrument.

As evidence of their agreement to be bound by this Agreement, the parties have executed this Agreement below:

PEACE RIVER REGIONAL DISTRICT
by its' authorized signatories:

Signature	Signature
Name	Name
Title	Title
Date	Date

DISTRICT OF CHETWYND by its' authorized signatories:

Signature	Signature
Name	Name
Title	Title
Date	Date

DRAFT

Schedule A

Rental Agreement Template

LOCATION: Chetwynd & District Recreation Complex

APPLICANT INFORMATION	
Organization:	Representative Name:
Email:	Phone:
Mailing Address:	
City:	Postal Code:
FACILITY USE INFORMATION	
Event Name *(if applicable)*	No. of Participants:
Dates Requesting Use:	
Event Start Time:	Event End Time:
Provide a brief description of event:	
Map/Sketch of Location and Layout of Use *(if applicable)* ATTACHED [ ] Yes	
Damage Deposit Paid: $_____	Date of Damage Deposit
INSURANCE & LICENSES	
Minimum $3,000,000 Liability Insurance: ATTACHED [ ] Yes	
Minimum $5,000,000 Party Alcohol Liability Insurance: ATTACHED [ ] Yes [ ] Not Applicable	
Insurance names District of Chetwynd & the Peace River Regional District as additional insureds?[ ] Yes	
Special Events Permit or Beer Garden Liquor License: [ ] Yes [ ] Not Applicable	
# of Individuals with Serving It Right [ ]	
Emergency Plan ATTACHED [ ] Yes	# of Licensed First Aid Attendants On Site [ ]

SCHEDULE D – WAIVER AND INDEMNITY CLAUSE

In consideration of the Library Board entering into a Facility Use Agreement permitting the Applicant to use part of the Facility, the Applicant, by signing the Facility Agreement, covenants and agrees with the Library Board and the Regional District as follows:

1. The Applicant uses the Facility at its own risk and agrees that the Peace River Regional District and the Chetwynd Public Library Association have made no warranties or representations respecting the suitability or condition of the premises.

2. The Applicant shall release, and hereby releases the Peace River Regional District and the Chetwynd Public Library Association, and their officers, elected officials, employees, contractors, servants, agents, heirs, successors and assigns from and against all demands and claims, which the Applicant may have, now or in the future, in relation to this Application, the Facility or the Applicant's use or occupancy of the Facility.

3. The Applicant shall indemnify, defend and save harmless the Peace River Regional District and the Chetwynd Public Library Association, and their officers, elected officials, employees, contractors, servants, agents, heirs, successors and assigns (collectively, the "Indemnitees" and individually an "**Indemnitee**") from and against any and all losses, claims, costs, expenses, damages, liabilities, causes of action, actions, suits and judgments including all costs of defending or denying the same, including all solicitor's fees and disbursements in connection therewith (on a solicitor and client basis) which at any time may be paid, suffered or incurred by or claimed against any of the Indemnitees arising, directly or indirectly, out of:

i. any breach of any provision of the Facility Use Agreement;

ii. any act, omission or negligence of the Applicant, or any of its members, officers, directors, employees, agents, contractors, subcontractors, volunteers, licensees, guests, invitees or, without limiting the foregoing, others for whom it is responsible; or

iii. any damage to property or any injury to person or persons, including death, resulting at any time resulting from the use of the Facility under the Facility Use Agreement.

4. The release and indemnities in this Waiver and Indemnity Clause shall survive the expiry or termination of the Facility Use Agreement.

_____ _____

Applicant Signature **Date**

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District of Chetwynd

Box 357
Chetwynd, BC
Canada V0C 1J0

tel: (250) 401-4100
fax: (250) 401-4101
email: d-chet@gochetwynd.com

DISTRICT OF CHETWYND

CERTIFIED COPY OF A RESOLUTION

MOVED/SECONDED/CARRIED

Chetwynd and District Recreation Complex Operating Agreement

"THAT the report dated June 26, 2025 re: Chetwynd and District Recreation Complex Operating Agreement prepared by the Administration Department, be received; and

THAT the District of Chetwynd Council approve the DRAFT "Chetwynd and District Recreation Complex Operating Agreement" which defines the roles of the Regional District, District of Chetwynd and the Chetwynd Civic Properties Commission for the management and operation of the Chetwynd and District Recreation Complex."

CERTIFIED a true and correct copy of a resolution as adopted by the Council of the District of Chetwynd on July 7, 2025.

[redacted]

Deanne Ennis
Corporate Officer

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: CS-BRD-419

From: Community Services Date: July 17, 2025

Subject: North Peace Leisure Pool – Roof Replacement Project – Contract Award

RECOMMENDATION: *[Corporate Weighted]*

That the Regional Board enter into a service agreement with Henderson Roofing and award the Invitation to Tender 1220-20 "City of Fort St. John – North Peace Leisure Pool Roof Improvements" for the replacement of the roof membrane on three designated sections of the facility and at a cost of $833,250 (excluding taxes and including contingency); further that the Chair and the Chief Administrative Officer be authorized to sign the contract on behalf of the Peace River Regional District.

BACKGROUND/RATIONALE:

The North Peace Leisure Pool is owned by the Peace River Regional District and operated by the City of Fort St. John, with policy oversight provided by the North Peace Leisure Pool Civic Properties Commission (the Commission).

Per the July 8, 2025 North Peace Leisure Pool Civic Properties Commission Civic Properties Manager Report (see pages 37-39), in 2024 the Commission requested a roof inspection to assess the condition of the existing roof membrane at the North Peace Leisure Pool (NPLP). Topside Consulting was contracted to conduct the inspection and subsequently provided a detailed report recommending roof membrane replacement. These recommendations served as the basis for the development of a tender package.

The City of Fort St. John issued a public tender for the replacement of the roof membrane on three designated sections of the NPLP, excluding the slide tower which was replaced three years ago. The tender closed on June 25, 2025, at 2:00 p.m.

Only one submission was received from Henderson Roofing in Dawson Creek. The approved budget for the project was $750,000, which included a contingency allowance of $148,000. However, due to rising construction costs over the past months, the tendered amount (not including any contingency) exceeded the originally projected figure, coming in at $757,499. For a project of this magnitude, it is recommended that a project contingency of at least 10% be included in the contract cost, to be used only in the event of approved change orders.

Base Tender Cost	$757,499.00
Contingency (10% Rounded Up)	$75,750.00
Total Cost (Excluding. GST, including Contingency)	**$833,250.00**

On July 9, 2025, the Commission passed the following resolution:

> *MOVED, SECONDED and CARRIED,*
> *That the North Peace Leisure Pool Commission authorize staff to reprioritize projects within the current capital budget to reallocate funds of $84,000 to cover the contingency that may be needed for the re-roofing project, and*
> *That the North Peace Leisure Pool Commission recommend that the Regional Board award Invitation to Tender 1220-20 "City of Fort St. John – North Peace Leisure Pool Roof Improvements" for the replacement of the roof membrane on three designated sections of the facility and enter into a service agreement with Henderson Roofing at a cost of $833,250 (excluding taxes and including contingency); further that the Chair and the Chief Administrative Officer be authorized to sign the contract on behalf of the Peace River Regional District."*

The total approved capital budget for 2025 for the North Peace Leisure Pool is $950,000. Funds can be reallocated within the capital budget upon resolution of the Commission, so long as the total funds spent are under the capital budget envelope. The Commission has approved that capital projects be reprioritized in order to complete the re-roofing project. The following table shows the recommended reallocation of funds:

Supplemental #	Item	Approved Capital Funds	Reallocated Funds	Revised Project Funds
1	Replace Fire Alarm Panel	$60,000	$0	$60,000
2	Re-Roof Facility	$750,000	+$84,000	$834,000
3	Replace Panel Boards 400A or Higher	$30,000	-$27,000	$3,000
4	Remodel Front Counter	$35,000	-$32,000	$3,000
5	Replace Heating System in Steam Room	$10,000	$0	$10,000
6	Renovate Change Rooms and Washrooms to Meet Accessibility Standards	$35,000	-$15,000	$20,000
7	Repair Basin Tile	$10,000	-$10,000	$20,000
	Total	**$950,000**		**$950,000**

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Asset and Infrastructure Management

☒ Determine Service Expectations for all Assets

FINANCIAL CONSIDERATION(S):

On February 26, 2025 the Regional Board passed the following resolution:

MOVED, SECONDED and CARRIED,
That the Regional Board provide capital budget approval for the following 2025 supplemental requests:

1. *Replace Fire Alarm System - $60,000*
2. *Re-Roof Facility - $750,000*
3. *Replace Panel Boards 400A or Higher - $30,000*
4. *Remodel Front Counter - $35,000*
5. *Replace Heating System in Steam Room - $10,000*
6. *Renovate Change Rooms and Washrooms to Meet Accessibility Standards - $35,000*
7. *Repair Basin Tile - $30,000*

and authorize the inclusion of the expenses in Function 245 – North Peace Leisure Pool Draft 2025-2029 PRRD Financial Plan.

COMMUNICATIONS CONSIDERATION(S):

The Board's decision will be communicated to the North Peace Leisure Pool staff.

OTHER CONSIDERATION(S):

A new Operating Agreement is being drafted for the North Peace Leisure Pool to provide clarity and role definition for the Regional District, the Commission and Fort St. John. The intention of the agreement is to formalize the working relationship that is in place, and mirror how the Pool is operated.

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: DS-BRD-486

From: Development Services Date: June 19, 2025

Subject: Subdivision within the ALR, PRRD File No. 25-004 ALR SUB, ALC ID 103264

RECOMMENDATION: *[Corporate Unweighted]*

That the Regional Board respectfully refuse Agricultural Land Reserve Subdivision application No. 25-004 ALR SUB, ALC ID 103264, to subdivide a 4.04 ha lot from the property identified as PID: 016-276-043, as the proposal is not consistent with the Peace River Regional District's Official Community Plan or Zoning Bylaws.

BACKGROUND/RATIONALE:

Proposal

The applicant is proposing to subdivide a 4.04 ha (10 acre) portion of the property off into a separate lot for the purpose of intergenerational living and senior care living. The proposed lot sizes are Lot 1: ±4.047 ha and Lot 2: ±60.233 ha.

Rationale

Refusal is recommended as the proposal is not consistent with the intent or the minimum parcel size of 63 ha for both the current Large Agricultural Holdings (A-2) Zone and the Official Community Plan (OCP) designation of Agriculture (AG). While the OCP and Zoning bylaws do support subdivisions in alignment with the Agricultural Land Commission (ALC)'s Homesite Severance Policy, the owner must have continuously owned and lived on the subject property since before December 1972 for the Homesite Severance Policy to apply. The applicant has not owned the property since 1972 therefore the proposal is not consistent with the OCP and Zoning Bylaws and refusal is recommended.

File Details

Owner:	Carol Ann Erickson
Area:	Electoral Area D
Location:	South Dawson
Legal:	THE NORTH WEST ¼ OF SECTION 31 TOWNSHIP 77 RANGE 16 WEST OF THE 6TH MERIDIAN PEACE RIVER DISTRICT
PID:	016-276-043
Civic Address:	13136 237 Road
Lot Size:	64.27 ha

Site Context

The property is located approximately 12.3 km south west of Dawson Creek, and approximately 3.8 km south of Highway 97. The surrounding properties are designated and zoned Agriculture.

Deferred from June 19, 2025 Regional Board

Official Community Plan (OCP)

Pursuant to the South Peace Fringe Area Official Community Plan Bylaw No. 2048, 2012, the subject property is designated Agriculture. The intent of this designation is to support agriculture as a primary economic industry, and to preserve and utilize productive agricultural lands to foster self-sufficiency and promote food security.

Pursuant to Section 5.1.2(c) of the Official Community Plan, parcels within the Agriculture designation should have a minimum parcel size of 63 ha (155 acres) unless:

i. The land is within the Agricultural Land Reserve (ALR), and the creation of the new parcel is in compliance with the ALC's Homesite Severance Policy;
ii. The proposed new parcel is separated from the remainder by a railway, road right of way, or significant topographical constraint;
iii. The proposed parcel has low agricultural capability soils rating, a CLI of Class 5 (excluding Class 5C), 6 or 7, or topographical constraints with slopes of greater than 10% and that these exceptions meet the following:
    1. rezoning is not required;
    2. the subdivision is limited to not more than one lot per parent parcel;
    3. such subdivision is approved on a one-time only basis per parent parcel; and
    4. the location and configuration of any parcel created should not negatively impact agriculture operations or increase the potential for conflict with adjoining parcels.

The proposal does not meet any of the exemptions listed in Section 5.1.2(c) and therefore, the proposal is not consistent with the Official Community Plan.

Land Use Zoning

Pursuant to the PRRD Zoning Bylaw No. 1343, 2001, the property is zoned A-2 (Large Agricultural Holdings Zone). Section 33.1 states land within this zone should be used for agriculture and dwelling units. Section 21 of the Zoning Bylaw allows a minimum parcel size of 1.8 ha for parcels subdivided for a residence of a relative on non-ALR lands. As the property is within the Agricultural Land Reserve, the A-2 zones minimum parcel size of 63 ha is the required minimum.

As the proposed minimum lot size is below 63 ha and within the Agricultural Land Reserve, the proposal is not consistent with the Zoning Bylaw.

Impact Analysis

Context

The proposed subdivision is not consistent with the surrounding agricultural properties.

Population & Traffic

If the subdivision is approved there is potential for population and traffic to increase. Currently a maximum of two single detached dwellings and one secondary suite (3 dwelling units total) are permitted on the subject property. Subdivision would increase the maximum allowable density for the property from 3 to 5 dwelling units, two single detached dwellings and a secondary suite on the remainder and a single detached dwelling and secondary suite on the existing homesite.

Deferred from June 19, 2025 Regional Board

Sewage & Water
The property is outside of all sewer and water service areas, and the applicant is proposing installation of a lagoon and cistern to service future development.

Site Features
Land
The property is predominantly treed with two large, cleared areas used as hay fields and a lagoon.

Structures
There is an existing house site without buildings located on the property.

Access
Access will be maintained off of 237 Road.

Canada Land Inventory Soil Rating
According to the Canada Land Inventory, soils on the property are classified as 3^6X4^4T. Class 3 soils have moderately severe limitations that restrict the range of crops or require special conservation practices. Class 4 soils have severe limitations that restrict the range of crops or require special conservation practices. Class 6 soils are capable only of producing perennial forage crops, and improvement practices are not feasible. Subclass T denotes topographical challenges and subclass X is comprised of soils having a limitation resulting from the cumulative effect of two or more adverse characteristics.

Comments & Considerations
Applicant
The applicant is applying for a subdivision off their current land to allow their son to move onto the property with them, allowing them to stay at home longer.

Fire Protection Area
The property is outside all fire protection areas.

Mandatory Building Permit Area
The property is outside the Mandatory Building Permit Area; however Building Permits are still available on a voluntary basis.

Comments Received from Municipalities & Provincial Agencies
PRRD Bylaw and Enforcement
There is no active bylaw enforcement file on this property.

PRRD GIS Department
No concerns.

BC Hydro
BC Hydro Properties has no comments at this time on the proposed plan. Please be guided further by our Design Distribution team. Distribution Design has no issues with this proposed subdivision.

Deferred from June 19, 2025 Regional Board

Ministry of Agriculture and Food
See attached letter.

Ministry of Transportation and Transit (MOTT)
See attached letter.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan

FINANCIAL CONSIDERATION(S):

Should the Board authorize the application to proceed to the ALC, the applicant will be required to pay an additional $750 application fee to the ALC.

COMMUNICATIONS CONSIDERATION(S):

The Regional Board's decision will be communicated to the applicant.

OTHER CONSIDERATION(S):

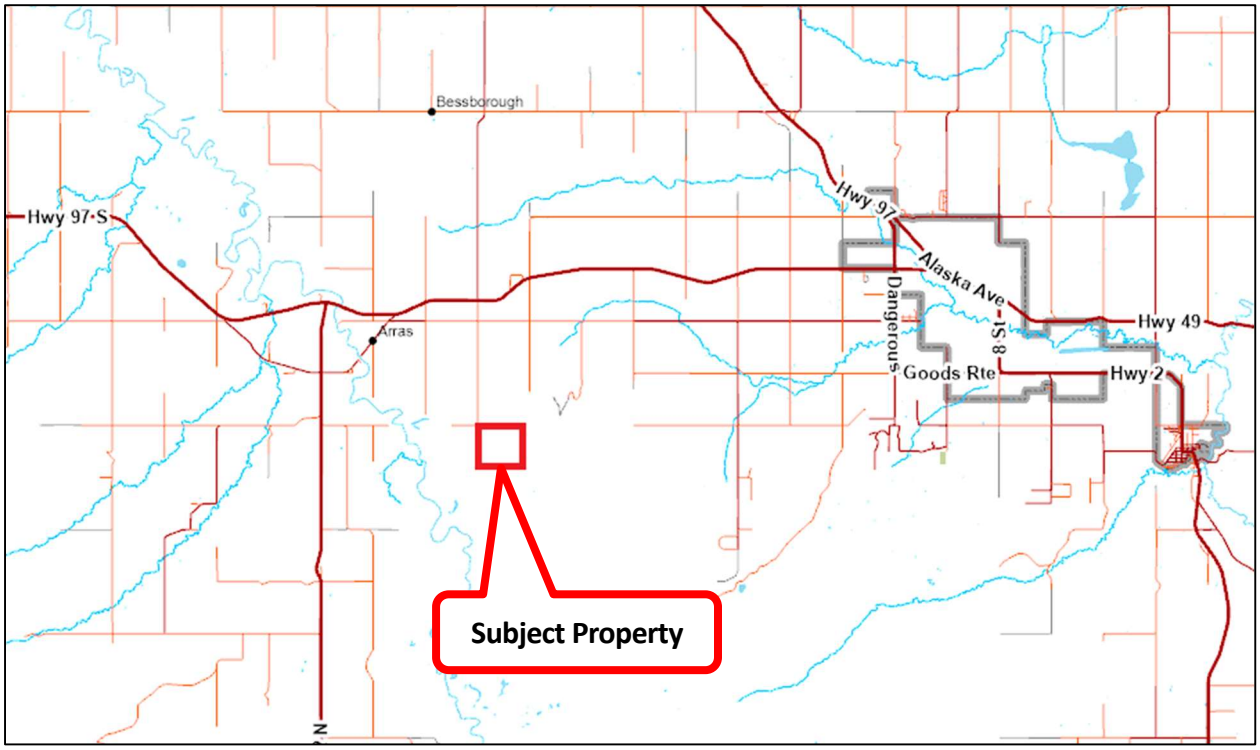
None at this time.

Attachments:

1. Maps, PRRD File No. 25-004 ALR SUB, ALC ID 103264
2. Application, PRRD File No. 25-004 ALR SUB, ALC ID 103264
3. Comments Received from Municipalities & Provincial Agencies, PRRD File No. 25-004 ALR SUB, ALC ID 103264

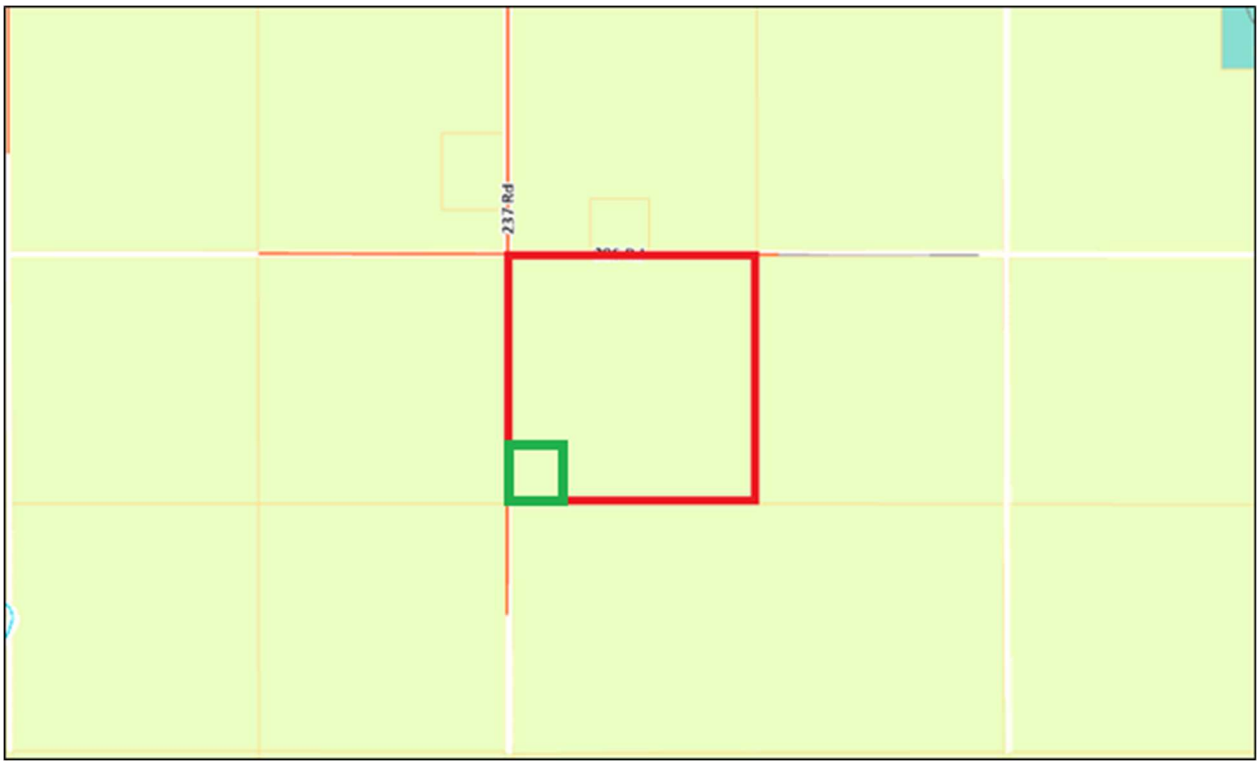
Deferred from June 19, 2025 Regional Board

Location: South Dawson area

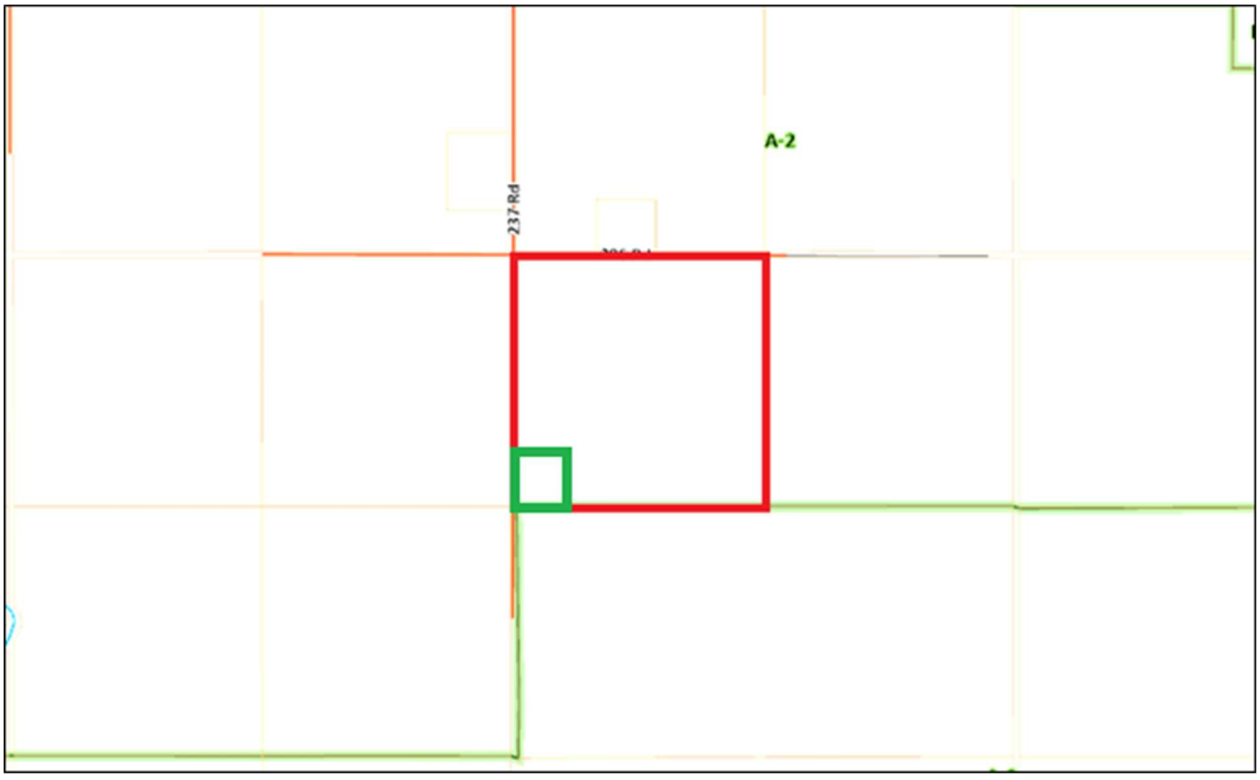


Aerial imagery

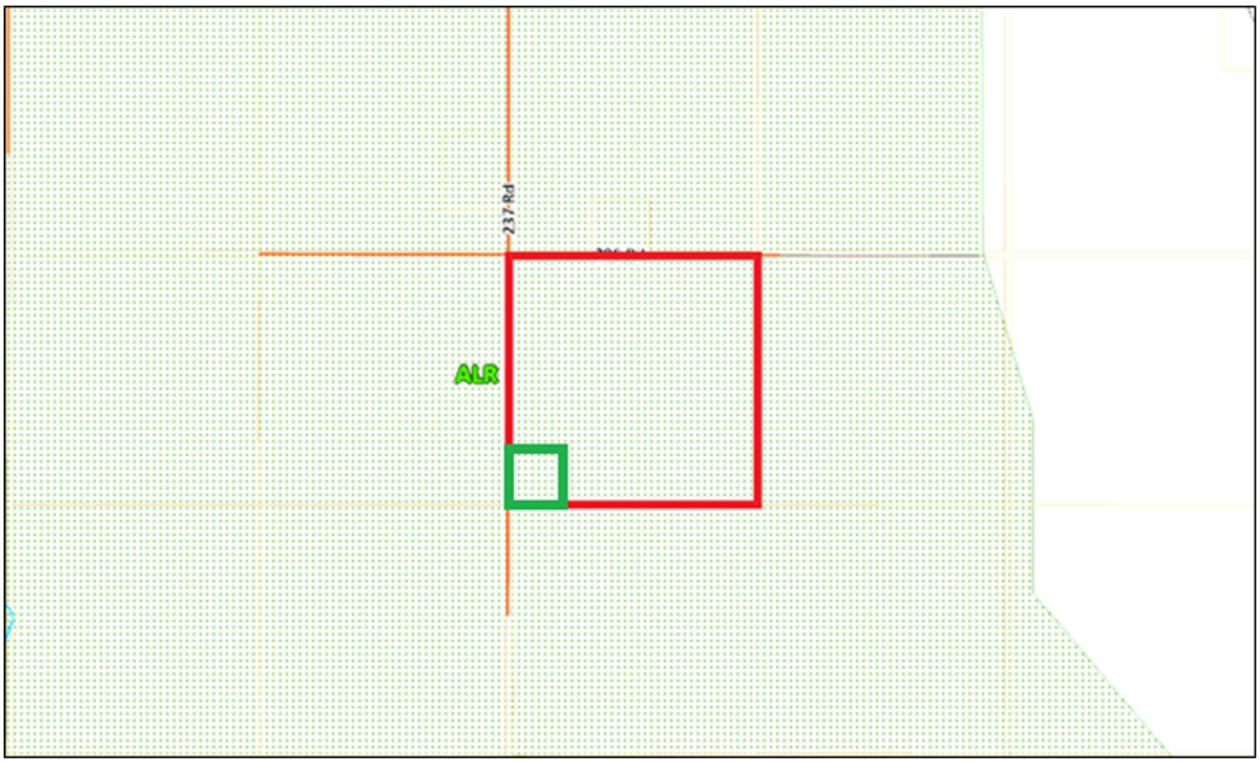
PRRD South Peace Fringe Area Official Community Plan Bylaw No. 2048, 2012: Agriculture



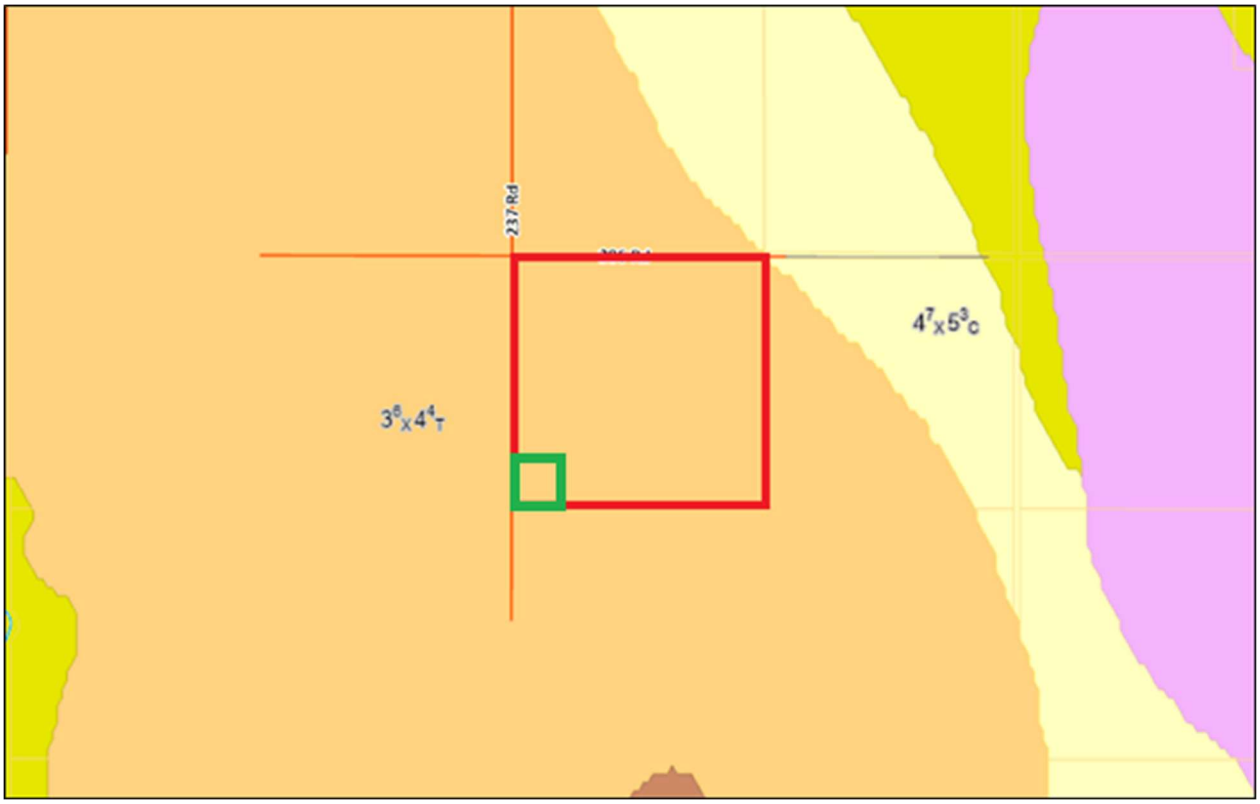
PRRD Zoning Bylaw No. 1343, 2001: Large Agricultural Holdings Zone (A-2)



Agricultural Land Reserve: Within



CLI Soil Classification: 3^6X4^4T



Provincial Agricultural Land Commission - Applicant Submission

Application ID:	103264
Application Type:	Subdivide Land in the ALR
Status:	Submitted to L/FNG
Name:	Erickson
Local/First Nation Government:	Peace River Regional District

1. Parcel(s) Under Application

Parcel #1

Parcel Type	Fee Simple
Legal Description	THE NORTH WEST 1/4 OF SECTION 31 TOWNSHIP 77 RANGE 16 WEST OF THE 6TH MERIDIAN PEACE RIVER DISTRICT
Approx. Map Area	64.28 ha
PID	016-276-043
Purchase Date	May 1, 1973
Farm Classification	Yes
Civic Address	13136 237 RD, Arras, BC
Certificate Of Title	Erickson_title.pdf

Land Owner(s)	Organization	Phone	Email	Corporate Summary
Carol Erickson	Not Applicable	[redacted]	[redacted]	Not Applicable

2. Other Owned Parcels

Do any of the land owners added previously own or lease other parcels that might inform this application process?	No

3. Primary Contact

Type	Land Owner
First Name	Carol
Last Name	Erickson
Organization (If Applicable)	No Data
Phone	[redacted]
Email	[redacted]

4. Government

Local or First Nation Government:	Peace River Regional District

5. Land Use

Land Use of Parcel(s) under Application

Describe all agriculture that currently takes place on the parcel(s).	There are 3 hayfields (approximately 20 acres 5 acres and 10 acres) and 2 pastures on the land currently. The hayfields are leased and hayed annually. One fenced pasture (2 acres) receives occasional grazing and the other that is located in the proposed subdivision parcel, is currently unused and slowly growing in. My vegetable garden/berry growing area is approximately 0.5 acres.
Describe all agricultural improvements made to the parcel(s).	When we got the land in 1973 the hayfields and pasture were growing in. We cleared/brushed and cultivated (plowed, disced, and seeded) them. The old fences needed repair and we removed old fences and replaced them where needed for our horses, donkeys, and pigs. We raised chickens, pheasants, miniature donkeys and pigs. We cleared a new pasture near the current homesite, and where a pipeline goes on the west side of the land, we cultivated this field and seeded into a hay crop. We built a hayshed and

corral as well as animal shelters and a chicken coop.

Describe all other uses that currently take place on the parcel(s).

Around the homesite, currently, I garden and until recently had chickens and occasional horses. I lease the hayfields every year and the yield is reliable as the fields are located in areas that are sheltered. Each field has protective windbreaks and trees.

Land Use of Adjacent Parcels

	Main Land Use Type	Specific Activity
North	Agricultural / Farm	Hayfield, cattle, residence (10 acre subdivision).
East	Agricultural / Farm	hayfield, horses, and residence.
South	Other	Bear Mountain Community Pasture
West	Agricultural / Farm	Hayfield, horses, and residence.

6. Proposal

Proposed Lot Areas

#	Type	Size
1	Lot	4.047
2	Lot	60.233

What is the purpose of the proposal?

I am applying for a 10 acre subdivision off my current land to allow my son to move onto the property with me, allowing me to stay at home longer (with his support). This will allow him to own land and practice small scale farming (chickens, horses, pigs, hay). This will increase the existing agricultural use and ensure that the hayfields and pasture land are kept open and tended to. The proposed subdivision site, has a cabin that was built around 1945 by the Moorman family, the original homesteaders. This original homesite was also our first homesite. Unfortunately, we had a chimney fire in December of 1981 and our log home was destroyed. We decided to build our new home in a different location on the quarter section where I currently live. So ultimately, the proposed subdivision is already separate from my home and has its own driveway, power, dugout, and pasture land. Any new house built by my son will be in the footprint of the original homestead (so no new footprint, but it will likely be slightly larger).

As mentioned above, this subdivision will improve the existing agricultural use (hay) by adding a hobby farm in the existing homesteading cabin footprint. The subdivision will also allow me a chance to stay at home longer. I am a homesteader and this is my home. Senior care spaces in the closest town, Dawson Creek, are bursting at the seams and waitlists can be over 2 years. Statistics show it is cheaper (less of a burden on the taxpayer) to keep seniors living in the home longer and that there are mental benefits for rural seniors to stay in a rural setting.

Why do you believe this parcel is suitable for subdivision?

The parcel that I propose to subdivide already has a driveway, homesteaders cabin, power to the site, dugout and pasture area. It is entirely separate from my current homesite and associated facilities (I have a dugout, lagoon, driveway and power to my house that is separate from the proposed subdivision). This would allow both parcels to operate independently without much change to anything on the land. My son would likely build a new home with a slightly larger footprint than the homesteader cabin and would add a cistern and lagoon, but not much else would change, except that he would maintain and improve the existing pastures and may hay the land (or would at least ensure it was leased for hay). He would also add small scale agricultural improvements such as chickens, pigs, horses and vegetable gardens, which would provide a family a much more sustainable lifestyle.

This subdivision proposal is identical in nature to a successful one on a quarter section diagonal to mine. The applicant (Ingebjorg Jean Hansen) and her parents (Harald and Janice Hansen) applied about a decade ago. The subdivision allowed Harald and Janice to live their lives to the end in the home they loved, while their daughter has continued to care for and improve the land by keeping fields and fences clear and functional, leasing the land for hay, and small-scale farming (chickens, pigs, horses).

Does the proposal support agriculture in the short or long term? Please explain.

This is a short term and long term benefit to the agricultural activities in the area. My son was born and raised on this land and would like to move back onto it for the long term. He also has two daughters, one who is now a young adult, and both routinely spend time out here and love the rural area. He has never left the community (lives in Dawson Creek currently) and longs to return to his rural roots. His father and I essentially homesteaded the land and built our own home, cleared land and improved the site for agriculture in the 1970s and 1980s. He grew up with the agricultural work ethic and has basic agricultural skills.

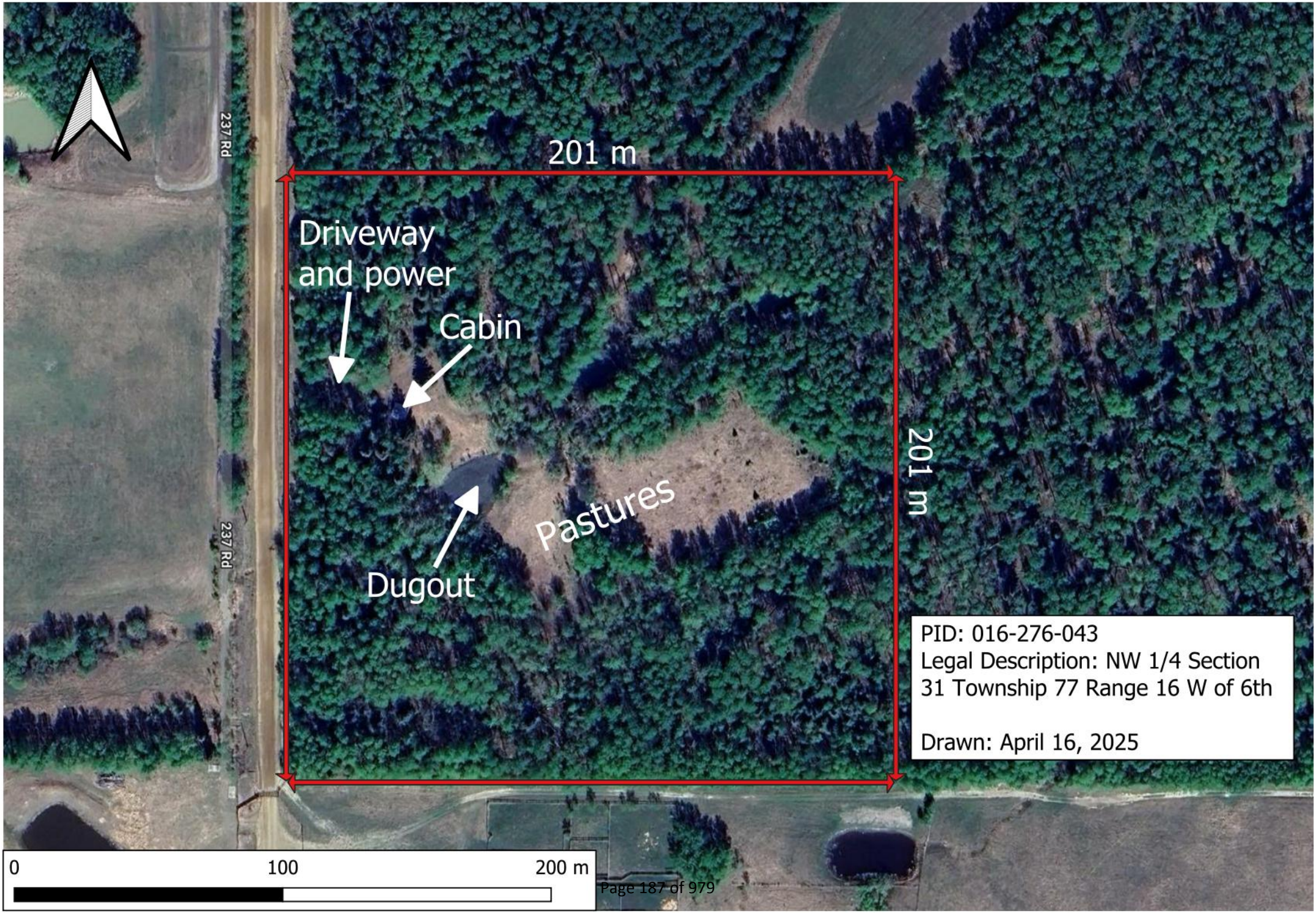
As mentioned above, my son will add to the existing agricultural use of the land by maintaining what is currently here and adding small scale

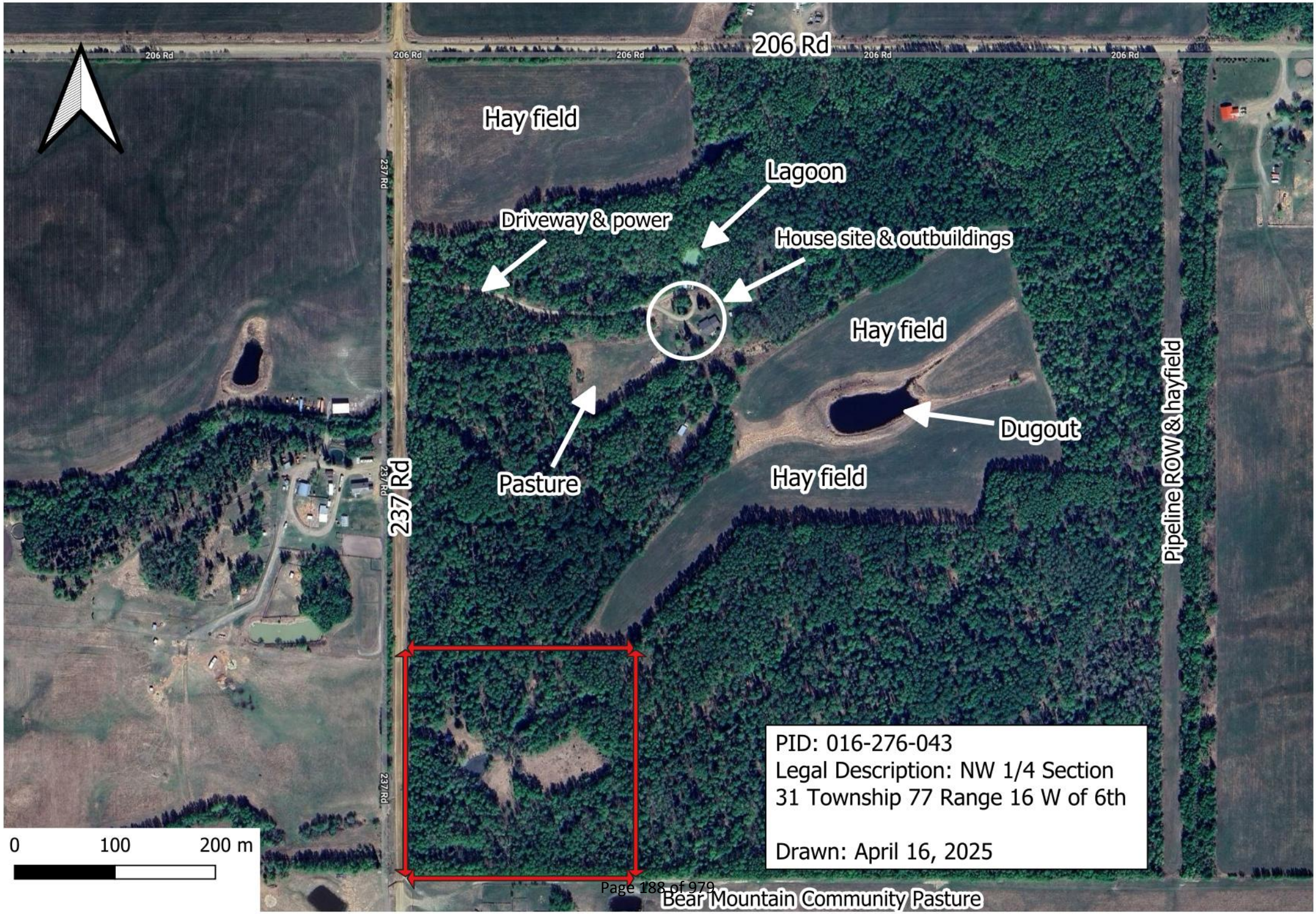
	agriculture (chickens, pigs, horses, hay).
Proposal Map / Site Plan	Erickson Subdivision Overview.jpg
Are you applying for subdivision pursuant to the ALC Homesite Severance Policy?	No

7. Optional Documents

Type	Description	File Name
Other files that are related	map of 10 acre subdivision showing homsteaders cabin and pastures	Erickson Subdivision Detail.jpg
Other files that are related	map of existing infrastructure on 1/4 section with proposed subdivision	Erickson Subdivision Overview Markup.jpg
Other files that are related	overview map of subdivision showing proposed lot	Erickson Subdivision Overview.jpg

206 Rd
206 Rd
206 Rd
206 Rd
206 Rd
237 Rd
237 Rd
237 Rd
Proposed subdivision
PID: 016-276-043
Legal Description: NW 1/4 Section 31 Township 77 Range 16 W of 6th
Drawn: April 16, 2025
0
100
200 m


237 Rd
237 Rd
201 m
201 m
Driveway
and power
Cabin
Pastures
Dugout
PID: 016-276-043
Legal Description: NW 1/4 Section
31 Township 77 Range 16 W of 6th
Drawn: April 16, 2025
0
100
200 m


206 Rd
Hay field
Lagoon
Driveway & power
House site & outbuildings
Hay field
Dugout
Pasture
Hay field
237 Rd
Pipeline ROW & hayfield
PID: 016-276-043
Legal Description: NW 1/4 Section 31 Township 77 Range 16 W of 6th
Drawn: April 16, 2025
0
100
200 m
Bear Mountain Community Pasture

Our file: 2025-01987
Your file: 25-004 ALR SUB
Date: April 25, 2025

BRITISH COLUMBIA
Ministry of Transportation and Transit

Peace River Regional District
PO Box 810
1981 Alaska Avenue
Dawson Creek, BC V1G 4H8

Attn: Devin Croin, Planner 3

The Ministry of Transportation and Transit has received and reviewed your referral on April 24, 2025, to subdivide a 4.04 ha (10 acre) portion of the property off into a separate lot for the purpose of intergenerational living and senior care living. The proposed lot sizes are: Lot 1: 4.047 ha and Lot 2: 60.233 ha. This would be located at 13136 237 Road within THE NORTH WEST ¼ OF SECTION 31 TOWNSHIP 77 RANGE 16 WEST OF THE SIXTH MERIDIAN PEACE RIVER DISTRICT and the Agricultural Land Reserve. Section 505 of the Local Government Act does not apply and will not require Ministry of Transportation and Transit's formal approval.

The Ministry has the following comments:

1) The Ministry has not received a conventional subdivision application (or Section 514 if for a relative) from the owner to subdivide the subject lot as shown in this referral package. The proposed subdivision lot layout as submitted is not guaranteed as it is dependent on review and approval by the Provincial Approving Officer – conditions of subdivision have not been determined.

   The proposed future subdivision must meet the Ministry of Transportation & Transit's subdivision guidelines and/or conditions identified during the subdivision approval process. Support of the above noted referral does not imply acceptance of the subdivision. Please see attached link for information: http://www.th.gov.bc.ca/DA/Subdivision_Home.asp

2) The applicant should be aware there is a chance the area may contain previously unrecorded archaeological material that is protected under the Heritage Conservation Act. Please contact the Archaeology Branch immediately at (250) 953-3334 if archaeological site deposits are encountered on the subject property.

Our file: 2025-01987
Your file: 25-004 ALR SUB
Date: April 25, 2025

BRITISH COLUMBIA
Ministry of Transportation and Transit

Thank you for the opportunity to comment. If you or the proponent has any questions, please contact Sarah Trouwborst at [redacted] or by email at [redacted]

Sincerely,

[redacted]

Sarah Trouwborst, Development Services Technician

February 20, 2025

File: [redacted]
Ref:

Dear Local Government Planning Staff:

Ministry of Agriculture and Food (the Ministry) staff have noted that there has been a marked increase in Agricultural Land Commission (ALC) subdivision applications over the past few years, resulting in increased referral workload for local government, the Ministry and ALC staff.

An 18 month referral impact review project conducted by the Ministry between March 2023 – October 2024, revealed that the vast majority of ALC subdivision applications referred to the Ministry by local governments were assessed by Ministry staff as "not beneficial to agriculture". However, local government councils and boards opted to send these applications to the ALC for decision in nearly every instance. While local government decisions to forward these applications to the ALC are inconsistent with Ministry staff input, the overwhelming majority of ALC decisions are consistent with Ministry staff's assessment (i.e., applications identified as not beneficial to agriculture are refused).

Given the similar input provided by Ministry staff on most subdivision applications and the limited impact that Ministry referral responses appear to have on local government decisions, the Ministry has adopted a new approach when responding to local government ALC subdivision application referrals. Specifically, when the Ministry receives an ALC subdivision application referral from a local government, Ministry staff will conduct a preliminary assessment of the application. If Ministry staff determine that the application is "not beneficial to agriculture", staff will respond to the referral request by sending a copy of this letter to the relevant local government staff member. If, however, Ministry staff determine that the application is "beneficial to agriculture" or even has a neutral impact to agriculture, staff will conduct a more detailed parcel-specific review of said application which will entail providing a rationale for how and why the application is beneficial/benign to agriculture.

In the absence of a parcel-specific review, local government planning staff and decision makers are encouraged to consider the following when reviewing ALC applications for subdivision on the Agricultural Land Reserve (ALR).

- Subdivision in the ALR frequently results in each parcel having diminished agricultural potential and an increase in land cost per hectare due to increased residential and

accessory structures. Smaller lots and increased residential structures can also increase conflict between adjacent land uses.

- Ministry data, through Agricultural Land Use Inventories (ALUI), shows that smaller agricultural lots, irrespective of where they are located in the province, are less likely to be farmed.
- A 2022 Kwantlen Polytechnic University study exploring the impact of non-farm uses and subdivision on agricultural land found that in regions of British Columbia (B.C.) reviewed, "30 percent of all new parcels created as a result of subdivision ceased to have a farm class status", and "64 percent of all the parcels had their ownerships transferred within three years after non-farm use and subdivision applications were approved. This percentage becomes higher for subdivided parcels" (Summary Results, p.1-2).
- To advance viable long-term agricultural opportunities on the ALR, Ministry staff encourage ALR landowners to pursue alternative land access and tenure options, other than subdivision, (such as the leasing of portions of the property) as part of a coordinated succession plan. For more information on B.C.'s Land Matching Program, please visit the Agrarians Foundation organization website.
- The Ministry also provides resources to producers to support successful farm transition, including support through the B.C. Agri-Business Planning Program, as well as succession planning workshops and webinars to familiarize farmers with the steps and practices required for a successful farm transition.
- Ministry staff are available to discuss viable agricultural opportunities with the landowners considering pursuing farming activities on ALR land. For more information or to contact Ministry staff, please visit the Ministry AgriService BC webpage or email AgriServiceBC@gov.bc.ca.

While the Ministry will not be providing a detailed review and response to this parcel-specific referral, please feel free to reach out to Ministry staff with specific questions or for advice on this referral or land use planning for agriculture in general.
complete
Sincerely,

[redacted]

Arlene Anderson
Executive Director
Phone: [redacted]
Email: [redacted]

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: DS-BRD-487

From: Development Services Date: June 19, 2025

Subject: Subdivision within the ALR, PRRD File No. 25-003 ALR SUB, ALC ID 103697

RECOMMENDATION: *[Corporate Unweighted]*

That the Regional Board respectfully refuse Agricultural Land Reserve Subdivision Application No. 25-003 ALR SUB, ALC ID 103697 to subdivide off the existing home site on PID 012-757-420 to create a 12.1 ha parcel (Proposed Lot 1) and consolidate the 53.22 ha remainder with the 123.78 ha parcel to the south, PID 031-142-737, to create a 177 ha parcel (Proposed Lot 2), as the proposal is not consistent with the Peace River Regional District's Official Community Plan or Zoning Bylaws.

BACKGROUND/RATIONALE:

Proposal

The applicant is proposing to subdivide off the existing home site on PID 012-757-420 to create a 12.1 ha parcel (Proposed Lot 1) and consolidate the 53.22 ha remainder with the 123.78 ha parcel to the south, PID 031-142-737, to create a 177-ha parcel (Proposed Lot 2). No new lots would be created in this proposal.

Rationale

Refusal of the application is recommended as the proposal is creating a residential lot that does not comply with the Official Community Plan (OCP) or Zoning bylaws which require a minimum lot size of 63 ha. While the OCP and Zoning Bylaws support subdivisions that are in alignment with the ALC's Homesite Severance Policy, the owner must have continuously owned and lived on the subject property since before December 1972 for the Homesite Severance Policy to apply. The applicant has not provided proof of ownership and occupancy since prior to 1972, therefore the proposal is not consistent with the OCP and Zoning Bylaws and refusal is recommended.

File Details

Owner:	Nicole Pedersen
Agent:	Kathleen Lush, Tryon Land Surveying Ltd.
Area:	Electoral Area B
Location:	North Pine
Legal:	The North West 1/4 Of Section 33 Township 85 Range 18 West Of The 6th Meridian Peace River District & Lot A Section 33 Township 85 Range 18 West Of The 6th Meridian Peace River District Plan EPP99353
PID:	012-757-420 & 031-142-737
Civic Address:	7137 North Pine Road and 7061 North Pine Road
Lot Size:	65.29 ha & 124.33 ha

Deferred from June 19, 2025 Regional Board

Site Context

The subject property is located 20 km north of Fort St. John and is mostly surrounded by large agricultural parcels and is located less than a kilometer west of the North Pine rural neighborhood.

Official Community Plan (OCP)

Pursuant to the PRRD Rural Official Community Plan Bylaw No. 1940, 2011 the property is designated Agriculture-Rural (Ag-Rural). Section 7.2 states land within this designation should be used for agriculture, residential, and uses required of operating a farm, etc. Section 7.3 states the minimum parcel size should be 63 ha.

Section 7.3 (a) states the minimum parcel may be exempt where land is within the ALR and the creation of the new parcel is in compliance with the Agricultural Land Commission (ALC)'s Homesite Severance Policy. Section 7.3 (g) states the minimum parcel size may be exempt where the subdivision is made for the purpose of providing residence to the landowner or a relative of the landowner pursuant to Section 514 of the *Local Government Act* (LGA).

The ALC's Homesite Severance Policy is only applicable when the property under application has been the principal residence of the applicant as owner-occupant since before December 21, 1972, and Section 514 of the LGA can only be applied to Agricultural Land Reserve (ALR) lands when the Homesite Severance Policy is applicable. As the applicant has not supplied proof of continuous ownership and occupation of the property since December 1972, the proposal is therefore not consistent with the OCP and an OCP amendment is required.

Land Use Zoning

Pursuant to the PRRD Zoning Bylaw No. 1000, 1996, the property is zoned A-2 (Large Agricultural Holdings Zone). Section 36.1 states land within this zone should be used for agriculture, dwelling units, etc. No more than two single detached dwelling units are permitted. Section 36.2 (a) states the minimum parcel size is 63 ha.

Section 25 states that a subdivision for the purpose of re-aligning parcel boundaries may be permitted provided the intent and land uses of the parcels have not changed and the number of parcels is not increased. The subdivision would change the intent and land use of proposed Lot 1 to a residential parcel.

Therefore, the proposal is not consistent with this zone and a zoning amendment is required.

Impact Analysis

Context

Proposed Lot 1 is inconsistent with the surrounding land uses as it would not be an integral part of a large agricultural parcel. No conflicts are anticipated.

Population & Traffic

No changes in population or traffic are anticipated.

Deferred from June 19, 2025 Regional Board

Sewage & Water
The property is outside of all sewer and water service areas.

Site Features
Land
Most of the subject property cultivated with some treed areas around the home sites.

Structures
There are two dwelling units and various accessory structures on proposed Lot 1 of the subject property.

Access
The two dwelling units on the subject property are accessed by North Pine Road.

Canada Land Inventory Soil Rating
According to the Canada Land Inventory, soils on the subject property are classified as 2_C. Class 2 soils have moderate limitations that restrict the range of crops or require moderate conservation practices. Subclass C denotes adverse climate.

Comments & Considerations
Applicant
The exact purchase date of the subject property by the previous landowner is unknown, however it is estimated to be January 1, 1975.

In 2023, the landowner of the subject property (PID 012-757-420) entered into a purchase agreement with the landowner of the parcel directly adjacent to the south, referred to as the south parcel, (PID 031-142-737) to subdivide and consolidate their lands by transferring the cultivated lands of the subject property to the south parcel. This was proposed as the landowner of the south parcel has been leasing and farming the cultivated lands of the subject property. The consolidation would secure full ownership and create a larger agricultural parcel. Meanwhile, the home site on the subject property would be retained. The landowner of the subject property has since passed away, and the current owner (the applicant) is the daughter of the former owner.

The proposal will support agriculture as it will create a larger agricultural parcel that is more economical and efficient for farming long-term. Although the cultivated lands of the subject property had been leased and farmed, there is always uncertainty with these arrangements and full ownership will allow for the best long-term management of the farm.

The previous landowner of the subject property lived in the west residence and his son lives in the east residence. The applicant is legally bound to continue with the subdivision application process as per the purchase agreement.

Fire Protection Area
The property is outside all fire protection areas.

Deferred from June 19, 2025 Regional Board

Mandatory Building Permit Area
The property is outside the Mandatory Building Permit Area however Building Permits are still available on a voluntary basis.

School District 60 School Site Acquisition Charge Area
The property is within the School District 60 School Site Acquisition Charge Area. As the proposal would create a new residential lot, a charge of $1000 must be paid prior to subdivision of the property.

Comments Received from Internal Departments
Bylaw Enforcement Officer
There is no active bylaw enforcement file on this property.

GIS Department
No concerns.

Comments Received from Municipalities and Provincial Agencies
BC Energy Regulator
No concerns.

BC Hydro
No comments.

Ministry of Agriculture and Food
See attached letter.

Pembina Pipeline Corporation
Pembina's infrastructure is located on the far east side of the property and there will be no adverse impacts.

ALTERNATIVE OPTIONS:
1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:
☒ Not Applicable to Strategic Plan

FINANCIAL CONSIDERATION(S):
Should the Board authorize the application to proceed to the ALC, the applicant will be required to pay an additional $750 application fee to the ALC.

COMMUNICATIONS CONSIDERATION(S):
The Regional Board's decision will be communicated to the applicant.

OTHER CONSIDERATION(S):
None at this time.

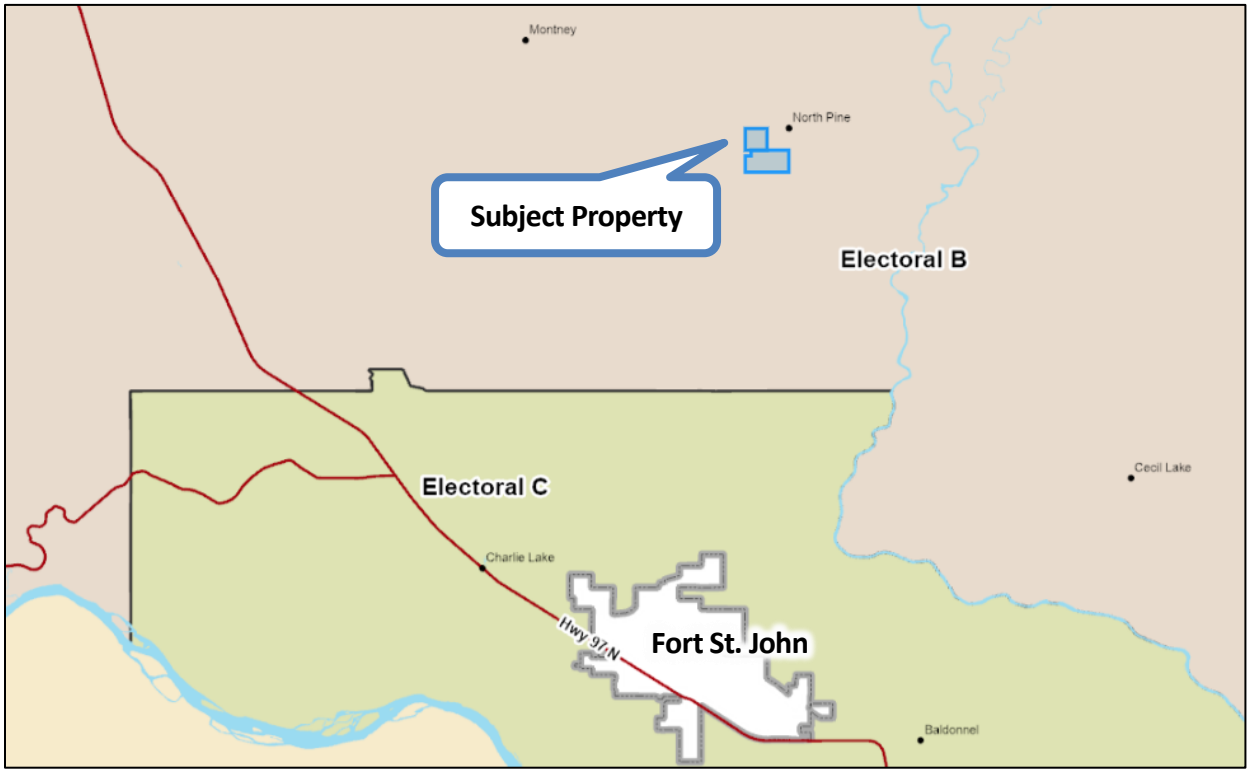
Deferred from June 19, 2025 Regional Board

Attachments:

1. Maps, PRRD File No. 25-003 ALR SUB
2. Application, PRRD File No. 25-003 ALR SUB
3. Comments Received from Provincial Agencies, PRRD File No. 25-003 ALR SUB

Deferred from June 19, 2025 Regional Board

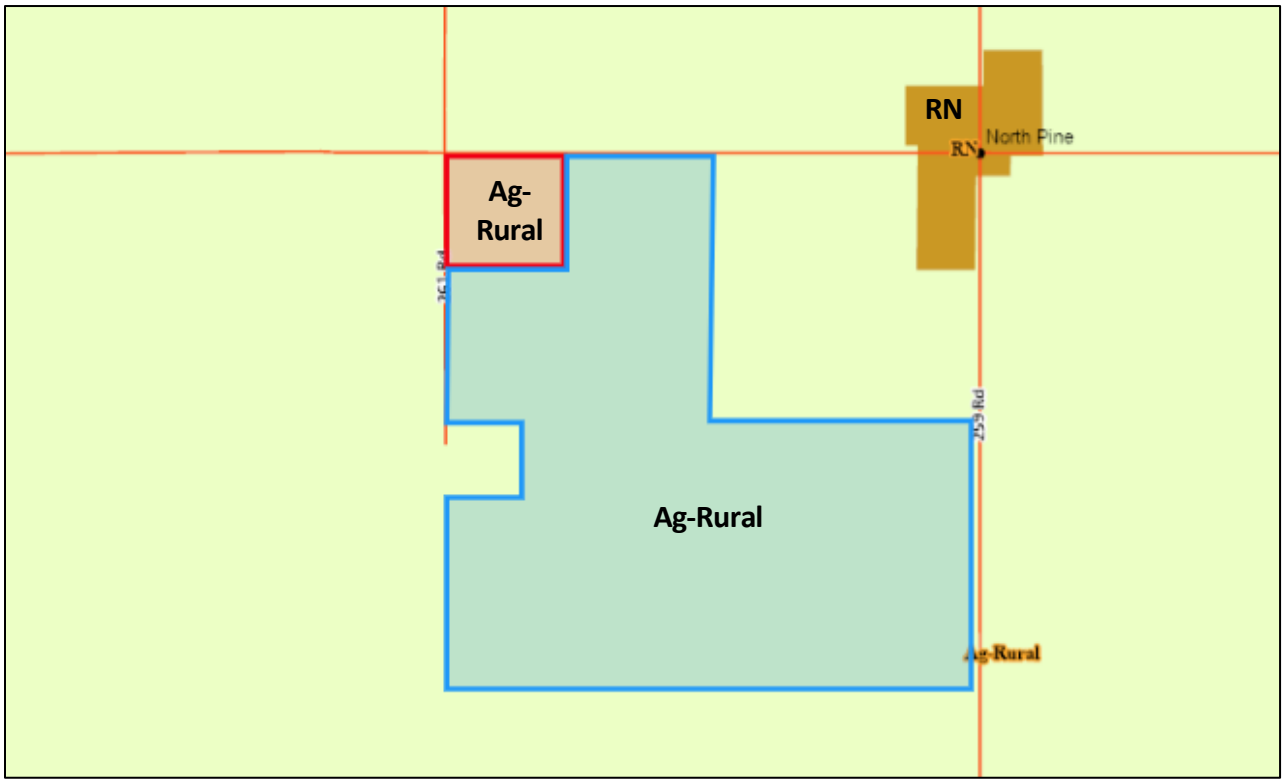
Location: North Pine area



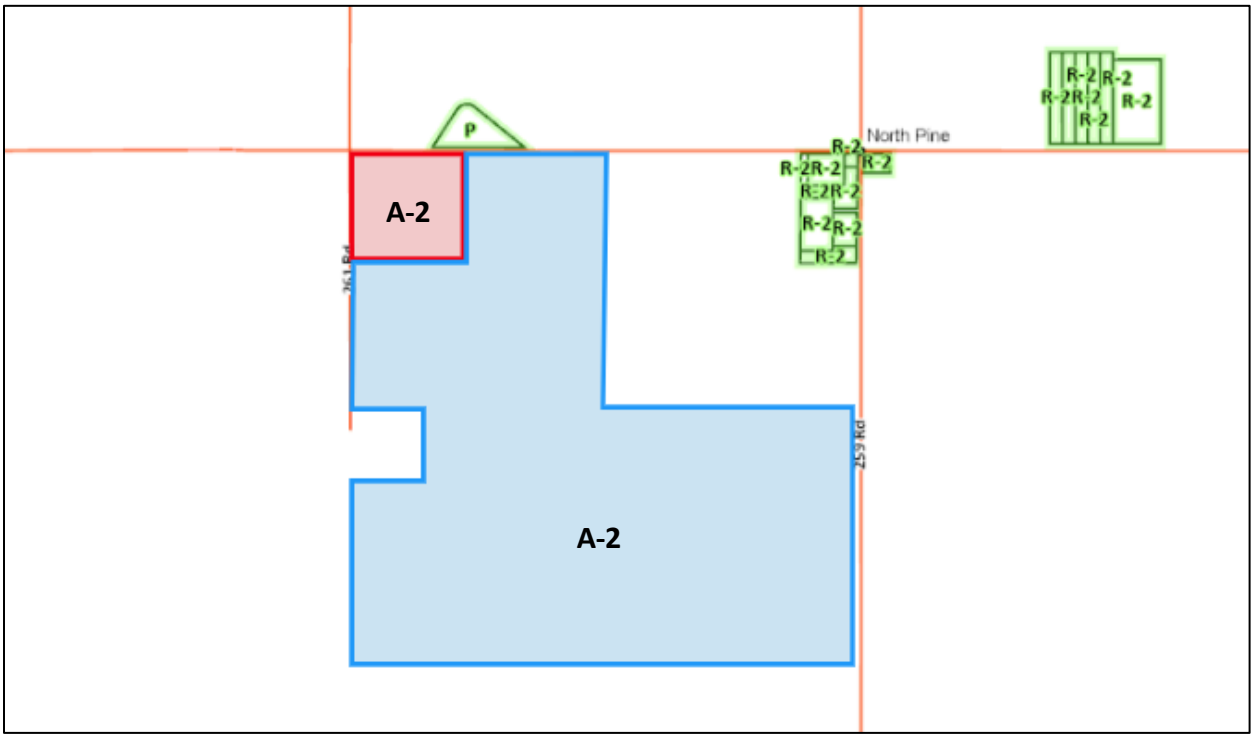
Aerial imagery: Existing Lot Configuration

Aerial imagery: Proposed Lot Configuration

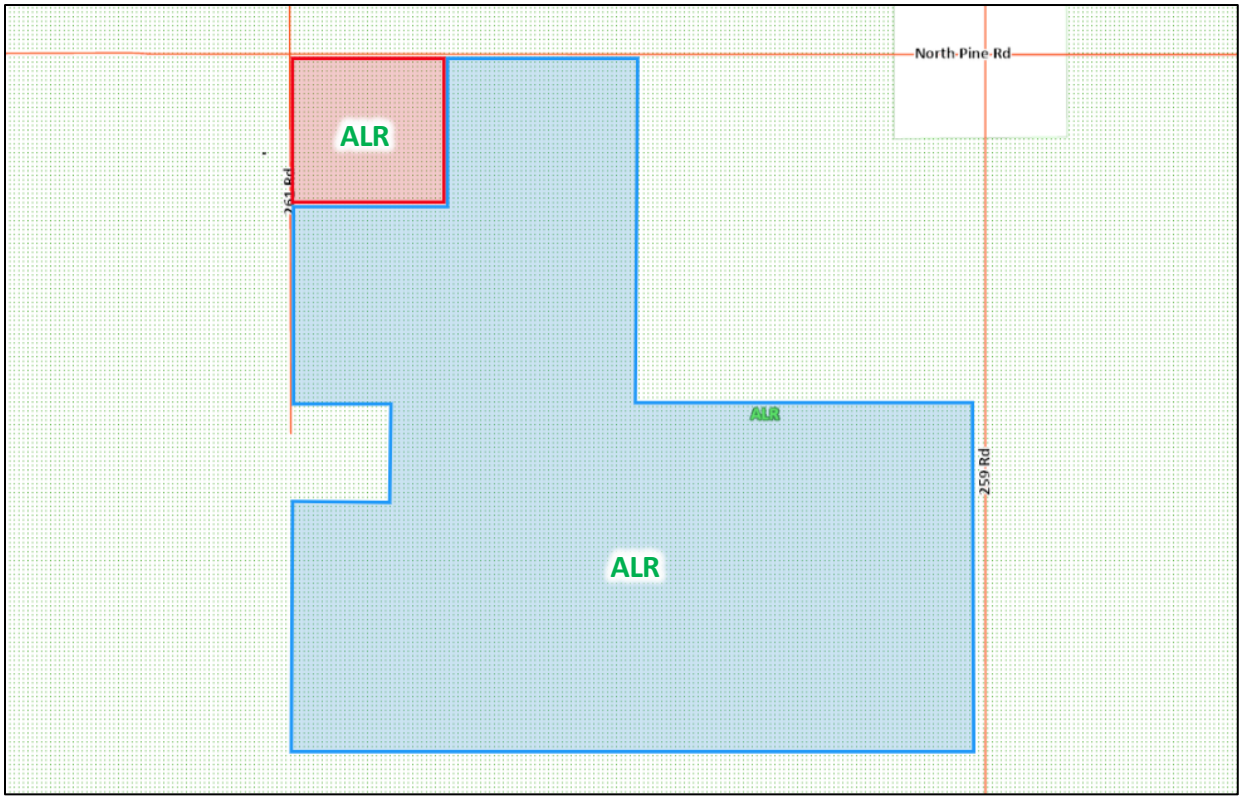
PRRD Rural Official Community Plan Bylaw No. 1940, 2011: Agriculture-Rural



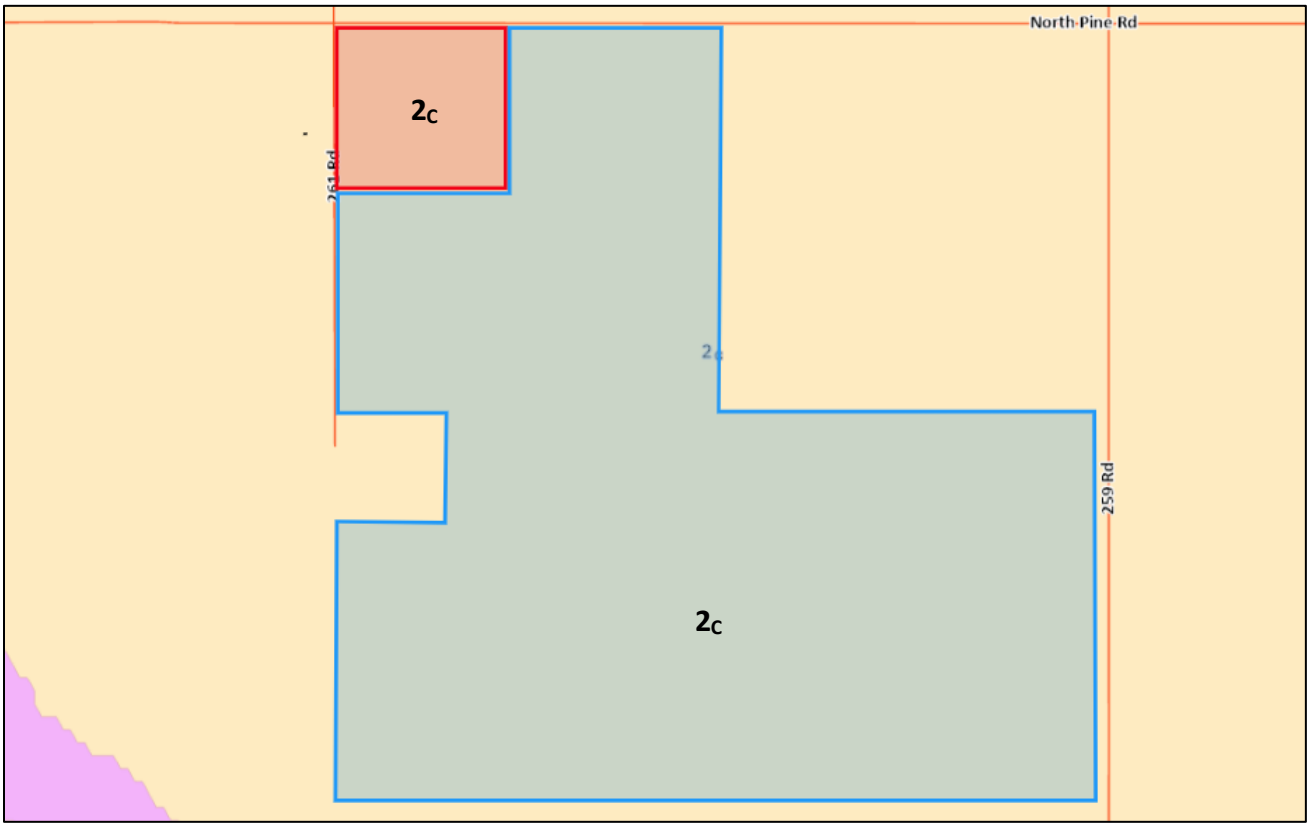
PRRD Zoning Bylaw No. 1000, 1996: Large Agricultural Holdings Zone (A-2)



Agricultural Land Reserve: Within



CLI Soil Classification: 2_C



Provincial Agricultural Land Commission - Applicant Submission

Application ID:	103697
Application Type:	Subdivide Land in the ALR
Status:	Submitted to L/FNG
Name:	Pedersen
Local/First Nation Government:	Peace River Regional District

1. Parcel(s) Under Application

Parcel #1

Parcel Type	Fee Simple
Legal Description	THE NORTH WEST 1/4 OF SECTION 33 TOWNSHIP 85 RANGE 18 WEST OF THE 6TH MERIDIAN PEACE RIVER DISTRICT
Approx. Map Area	65.32 ha
PID	012-757-420
Purchase Date	Jan 1, 1975
Farm Classification	No
Civic Address	7061 & 7137 North Pine Rd
Certificate Of Title	TITLE-CB1848257-PID-012-757-420.pdf

Land Owner(s)	Organization	Phone	Email	Corporate Summary
Nicole Pedersen	Not Applicable	[redacted]	[redacted]	Not Applicable

2. Other Owned Parcels

Do any of the land owners added previously own or lease other parcels that might inform this application process?	No

3. Primary Contact

Type	Third-Party Agent
First Name	Kathleen
Last Name	Lush
Organization (If Applicable)	Tryon Land Surveying Ltd.
Phone	[redacted]
Email	[redacted]

4. Government

Local or First Nation Government:	Peace River Regional District

5. Land Use

Land Use of Parcel(s) under Application

Describe all agriculture that currently takes place on the parcel(s).	60ha (92%) agriculture 3.4ha (5%) unused space around residences, including old farm buildings 1.9ha (3%) residences
Describe all agricultural improvements made to the parcel(s).	The property has been mostly in hay for the last few years, but sometimes grain. In the past it was used for livestock. There are farm-related buildings that are not in use.
Describe all other uses that currently take place on the parcel(s).	There are 2 residences; 1 is occupied by the current owner's brother, the other is now unoccupied.

Land Use of Adjacent Parcels

	Main Land Use Type	Specific Activity
North	Agricultural / Farm	Agriculture, undeveloped, rural residential
East	Agricultural / Farm	Agriculture, undeveloped, rural residential
South	Agricultural / Farm	Agriculture, undeveloped, rural residential
West	Agricultural / Farm	Agriculture, undeveloped, rural residential

6. Proposal

Proposed Lot Areas

#	Type	Size
1	Lot	12.1
2	Lot	53.22

What is the purpose of the proposal?

** The exact purchase date of the property is unknown; The date noted above (Jan 1, 1975) is an estimate.

The current owner is the daughter and executor for the former owner, George Stewart. Before he passed away in December 2023, he entered into a purchase agreement with the adjacent farmer who leases most of the property for farming. Mr Stewart lived in the west house, and his son in the east house. The applicant is legally bound to continue with the subdivision application process. The attached purchase agreement shows the remainder will be consolidated with the property to the south, Lot A, to create a farming parcel of 177ha.

Why do you believe this parcel is suitable for subdivision?

This proposal will create a larger agricultural parcel which will be more economical and efficient for farming in the long term. Although the remainder of the NW 1/4 has been leased and farmed, there is always long-term uncertainty with such an arrangement. Full ownership will allow for the best long term management of the farm.

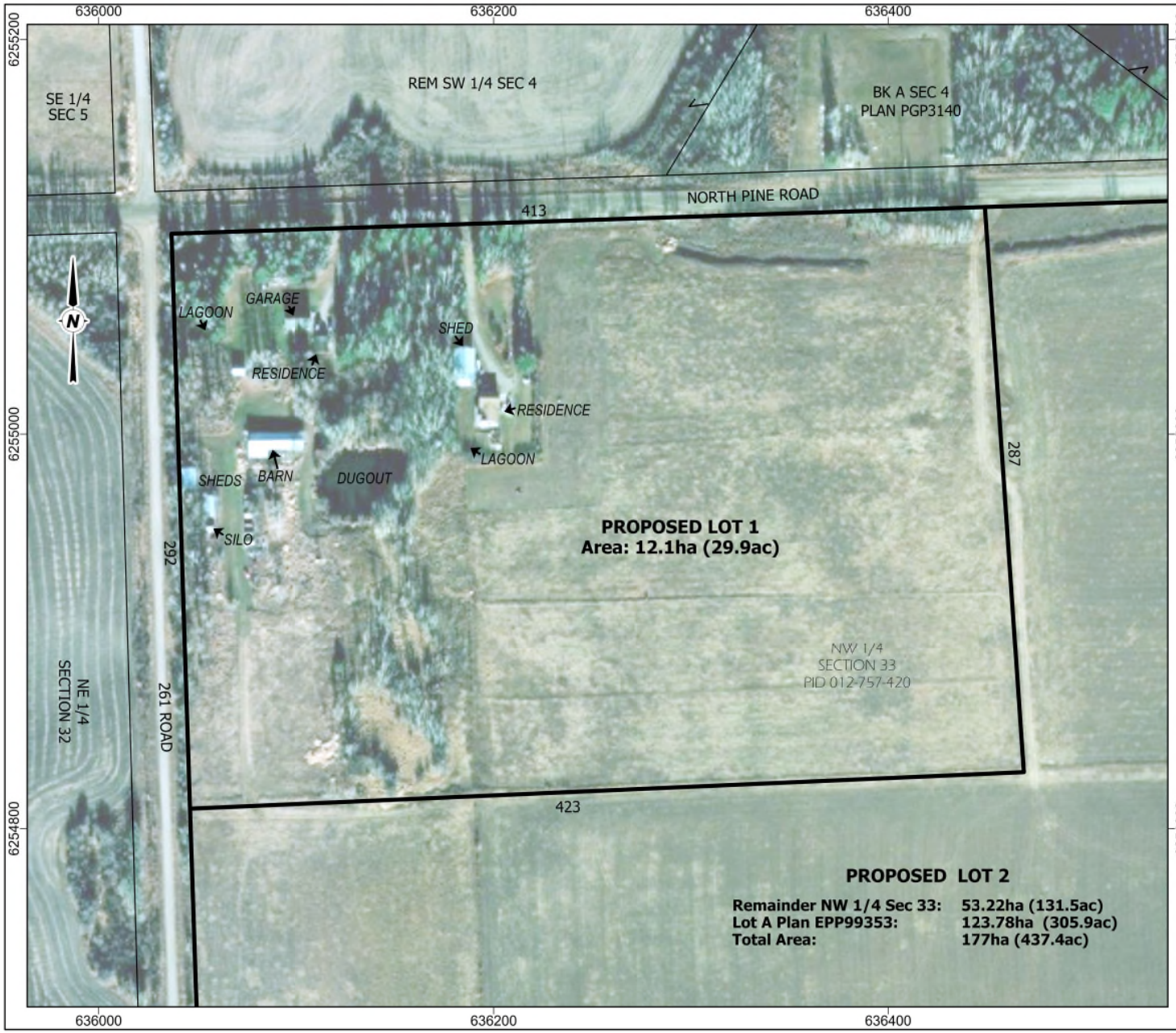
Does the proposal support agriculture in the short or long term? Please explain.

Yes

Proposal Map / Site Plan	230316-4b-0.pdf
Are you applying for subdivision pursuant to the ALC Homesite Severance Policy?	No

7. Optional Documents

Type	Description	File Name
Other files that are related	Purchase Agreement	Purchase Agreement.pdf



NIKKI PEDERSEN

PROPOSED SUBDIVISION OF
THE NW 1/4 OF SECTION 33
TOWNSHIP 85 RANGE 18 W6M
PEACE RIVER DISTRICT
- PAGE 2 OF 2 -

BCGS 94A.047 NTS 94A/07

1:2,000

m 0 50 100 150 m

REVISIONS

Rev	Date (y/m/d)	Description	Drawn
0	25/04/14	Original map prepared	KL

TRYON
PROFESSIONAL GROUP
TRYON LAND SURVEYING LTD.
www.TryonGroup.ca
Fort St John 250-262-0031 Dawson Creek 250-782-5868
11320 - 100th Ave, V1J 1Z9 10201 - 17th Street, V1G 4C3

Tryon File 230316-4b-0

May 14, 2025

Anastasia Moreau
Planner 2
Peace River Regional District

Sent by email

Dear Anastasia:

Re: File 25-003 ALR SUB (ALC File: 103697) – Subdivision Application at 7137 North Pine Road (PID: 012-757-420) – The Subject Property

Thank you for providing Ministry of Agriculture and Food (Ministry) staff the opportunity to comment on File 25-003 ALR SUB that proposes to subdivide the 65.3 ha Subject Property into two lots of 12.1 ha and 53.2 ha. From an agricultural planning perspective, Ministry staff offer the following comments:

- As per the application materials, a purchase agreement exists that will consolidate the Subject Property with the neighbouring parcel to the south (PID: 031-142-737; henceforth Property 2) resulting in one ~177 ha parcel. Ministry staff note that the proposed consolidation does not actually form part of ALC File: 103697 and as such, it is unclear when/how this process will occur. Additionally, it is unclear if the purchase agreement was for the entire 65.3 ha Subject Property or only the 53.2 ha that is proposed to be subdivided.

- Ministry staff also note that ALC File: 58656 was approved by the ALC on August 12, 2019 that resulted in the neighbouring property to the south (formerly PID: 014-553-741) being subdivided into a 5 ha lot (PID: 031-142-729) and Property 2. As part of this approval, the ALC required the registration of a covenant prohibiting the construction of a residential structure on Property 2.

- Ministry staff also note that sometime within the past six years, it appears that Property 2 was consolidated with the adjacent property to the east, resulting in its current size of 124 ha.

- Without knowing any details associated with the aforementioned covenant, it is unclear if the covenant solely restricts a residential structure on that portion of Property 2 that was

associated with ALC File: 58656 or the now consolidated 124 ha Property 2. Additionally, it is unclear how the covenant may impact residential development on the Subject Property if the proposed subdivision that is the subject of this referral, is approved.

- Ultimately, without knowing additional details associated with the existing covenant and how it may impact future residential development on the Subject Property, Ministry staff do not possess enough information to comment on this subdivision referral.

Please contact Ministry staff if you have any questions about the above comments.

Thank you for the opportunity to provide comments from an agricultural perspective with respect to this file.

Sincerely,

Reed Bailey
Team Lead – Land Use Planning
778-698-3455
Reed.Bailey@gov.bc.ca

Cc: Agricultural Land Commission – ALC.Referrals@gov.bc.ca

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: DS-BRD-492

From: Development Services Date: July 17, 2025

Subject: Non-Farm Use within the ALR, PRRD File No. 25-002 ALR NFU, ALC ID 103961

RECOMMENDATION: *[Corporate Unweighted]*

That the Regional Board support Agricultural Land Reserve Non-Farm Use Application No. 25-002 to permit the storage of company trucks on a ±0.8 ha portion of the property identified as PID: 003-972-992 and authorize the application to proceed to the Agricultural Land Commission.

BACKGROUND/RATIONALE:

Proposal

The applicant is seeking approval to utilize 0.8 ha of the property identified as PID: 003-972-992 for the storage of company trucks. The non-farm use will occur on the existing farmyard and shop that is used to support agricultural activities on the property. There would be up to five company trucks (semis) on the subject property, and the company trucks are also used for farm use and to fight local wildfires during the summer.

Rationale

Support is recommended as the proposed non-farm use is a permitted use in the Agriculture-Rural designation as a home-based business and is consistent with the home industry policies of the Zoning Bylaw as the outdoor storage associated with the business does not exceed 1 ha.

File Details

Owner:	Rudi and Erika George
Area:	Electoral Area B
Location:	Murdale
Legal:	South East 1/4 Of Section 26 Township 87 Range 19 West Of The 6th Meridian Peace River District
PID:	003-972-992
Civic Address:	12324 264 Road
Lot Size:	65.02 ha

Site Context

The subject property is located 40 km north of the city of Fort St. John and is 4 km east of Whispering Pine Lake. The property is mostly surrounded by farmed and forested parcels.

Official Community Plan (OCP)

Pursuant to the Peace River Regional District (PRRD) Rural Official Community Plan (OCP) Bylaw No. 1940, 2011, the property is designated Agriculture-Rural (Ag-Rural). Section 7.2 states the principal use of land will generally be limited to agriculture, residential use, home-based businesses, or uses required for operating a farm.

Section 3.2.3.1 states home-based businesses are permitted throughout the plan area, subject to zoning regulations. Section 3.2.3.2 states home-based businesses should not negatively impact neighbouring residents or agricultural operations through the generation of disruptive fumes, odours, noise, light, or traffic. Outdoor storage or work areas, as well as vehicle circulation and parking, should not interfere with neighbouring residents.

As the non-farm use occurs on 0.8 ha of the property and has up to 5 company trucks stored on the property, the business is not anticipated to be overly disruptive. Further, as the company trucks and non-farm use area are also used for farming operations, the non-farm use is not anticipated to negatively affect surrounding residences or agricultural operations.

Therefore, the proposed use is consistent with the OCP Bylaw.

Land Use Zoning

Pursuant to PRRD Zoning Bylaw No. 1000, 1996, the property is zoned A-2 (Large Agricultural Holdings Zone). Section 36.1 states permitted principal uses within this zone include agriculture and dwelling units, and permitted accessory uses include a home occupation or home industry.

Pursuant to Section 20, home industries shall comply with all of the following regulations:

(a) No home industry shall involve noxious uses or utilize material or products that produce inflammable or explosive vapours or gases.
(b) There shall be no external display or advertisement other than a sign which shall not exceed one square metre in area.
(c) A maximum of four persons may be employed in a home industry who are not residents of a dwelling on the parcel upon which the home industry is taking place.
(d) No home industry shall have an outdoor storage yard greater than 10% of the area of the parcel or greater than 1 ha, whichever is less

As the subject property is 65.02 ha, the maximum outdoor storage permitted is 1 ha. The applicant is proposing to utilize 0.8 ha of the subject property for the non-farm use. As the proposal is not utilizing any noxious materials and is consistent with the home industry regulations, the proposed use is permitted in the A-2 zone and therefore consistent with the Zoning Bylaw.

Impact Analysis

Context

The proposal is consistent with the surrounding land uses as the principal use of the subject property is agriculture and the trucking company is an accessory use.

Population & Traffic
No significant change is anticipated.

Sewage & Water
The property is outside of all sewer and water service areas.

Site Features

Land
Currently 32 ha are utilized for grazing, 24 ha are utilized for hay, and 4 ha are utilized for grain. The residential uses on the property occupy 0.8 ha, and the farmyard and shop utilize 0.8 ha. The non-farm use of storing company trucks is proposed to occur on the existing 0.8 ha farmyard and shop.

Structures
The subject property has one dwelling unit, various farm structures, and one shop, of which 1 shop bay is used for the trucking company, and 2 shop bays are used for farm and personal use.

Access
The subject property is accessed by 264 Road.

Canada Land Inventory Soil Rating
According to the Canada Land Inventory, soils on the property are classified as $4^{6}_{X}5^{4}_{W}$ and $4^{8}_{W}3^{2}_{X}$. Class 4 soils have severe limitations that restrict the range of crops or require special conservation practices. Class 5 soils have very severe limitations that restrict their capability in producing perennial forage crops, and improvement practices are feasible. Class 3 soils have moderately severe limitations that restrict the range of crops or require special conservation practices.

Subclass W denotes excess water and subclass X is comprised of soils having a limitation resulting from the cumulative effect of two or more adverse characteristics.

Comments & Considerations

Applicant
The applicant plans to relocate the trucking company and is in the process of purchasing a shop in Fort St. John.

Fire Protection Area
The property is outside all fire protection areas.

Mandatory Building Permit Area
The property is outside the Mandatory Building Permit Area; however, Building Permits are still available on a voluntary basis.

Comments Received from Internal Departments

Bylaw Enforcement Officer
There is no current bylaw enforcement file on this property.

GIS Department
No concerns.

Comments Received from Municipalities and Provincial Agencies
Ministry of Agriculture and Food
See attached letter.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

The Regional Board's decision will be communicated to the applicant.

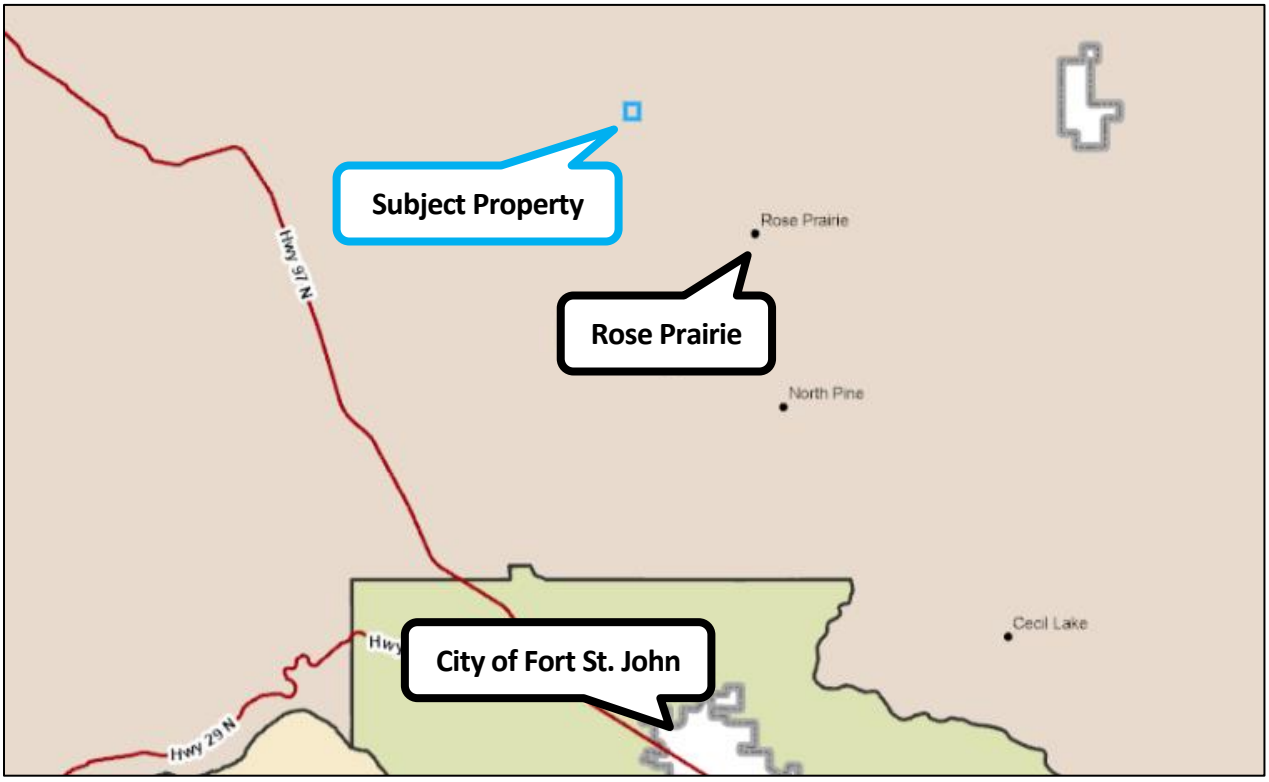
OTHER CONSIDERATION(S):

None at this time.

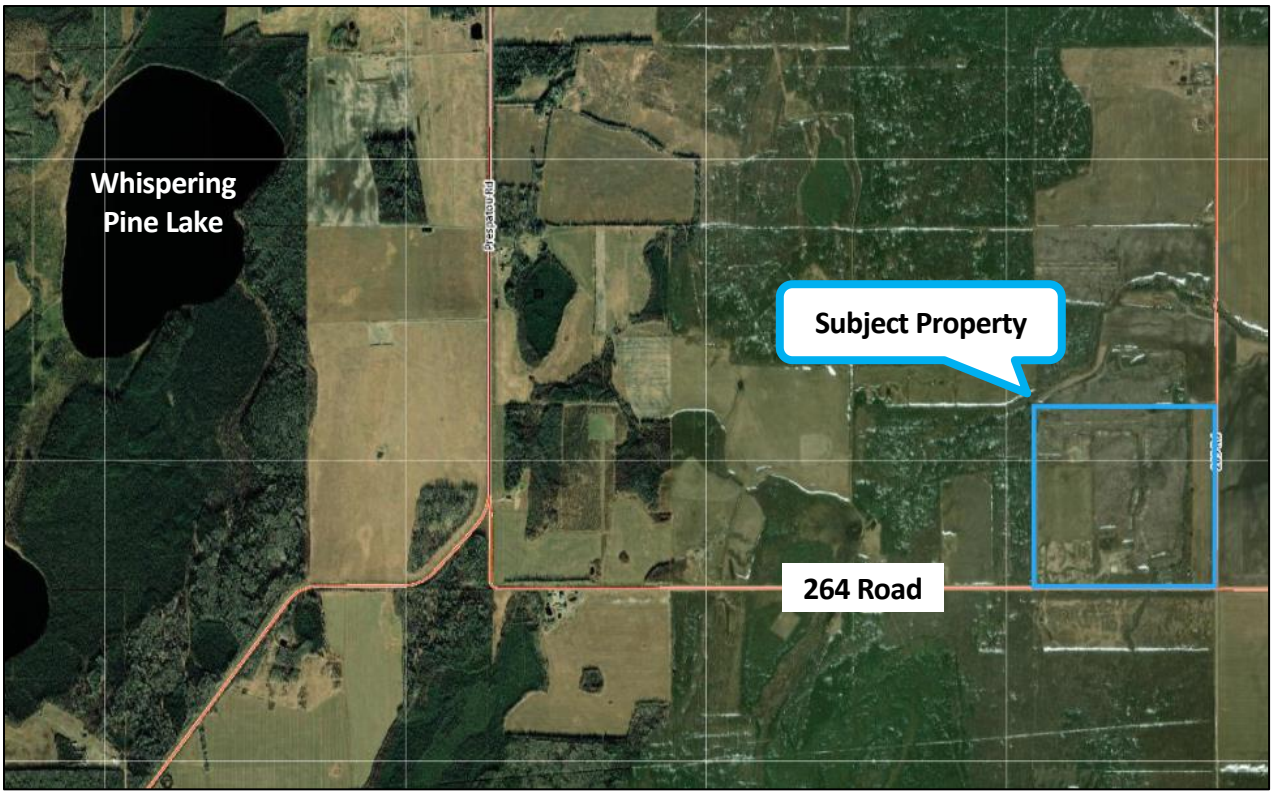
Attachments:

1. Maps, PRRD File No. 25-002 ALR NFU
2. Application, PRRD File No. 25-002 ALR NFU
3. Comments Received from Provincial Agencies, PRRD File No. 25-002 ALR NFU

Location: Murdale area



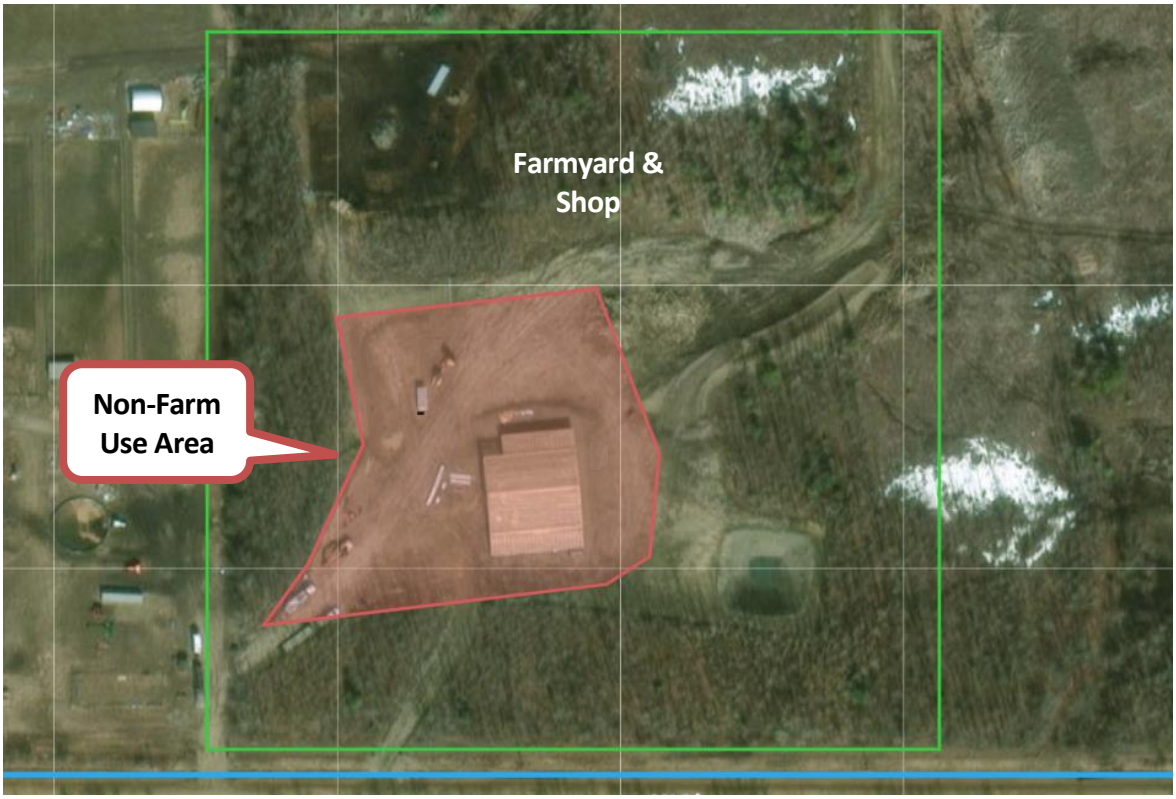
Aerial imagery



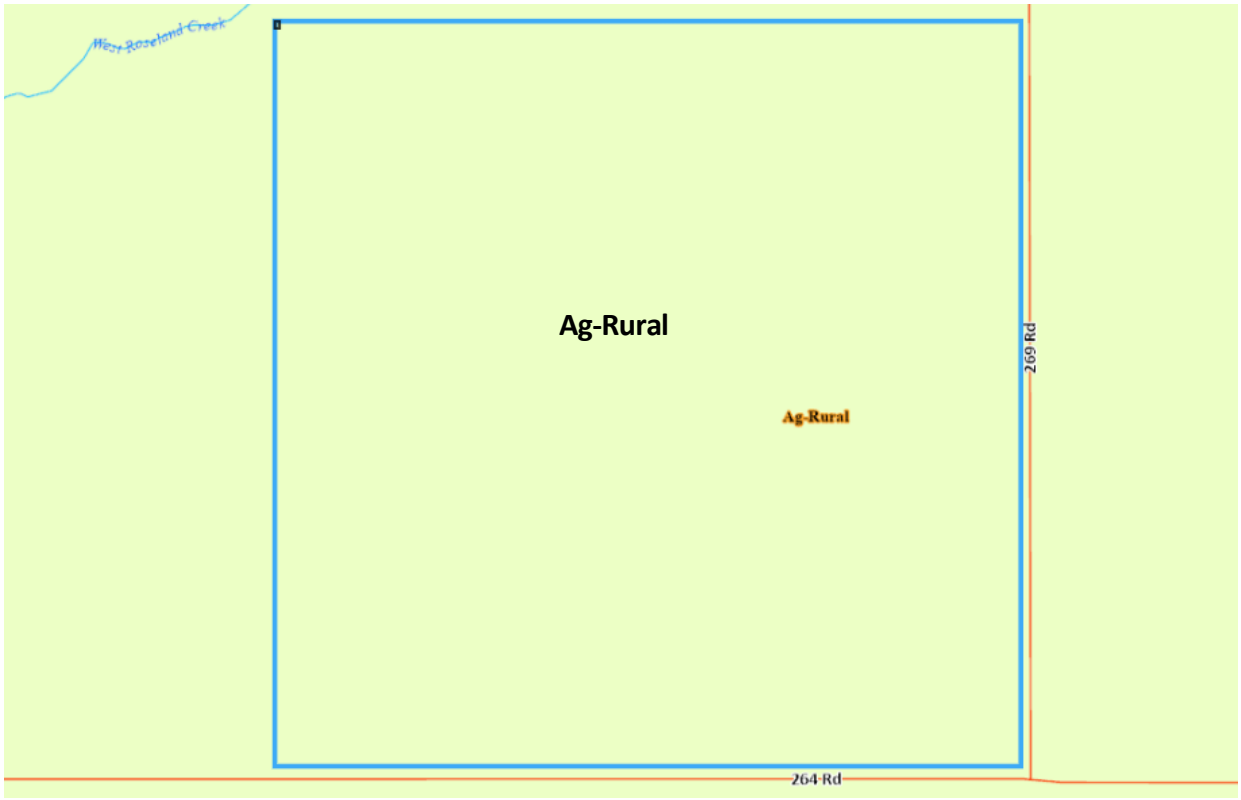
Aerial imagery

Aerial imagery

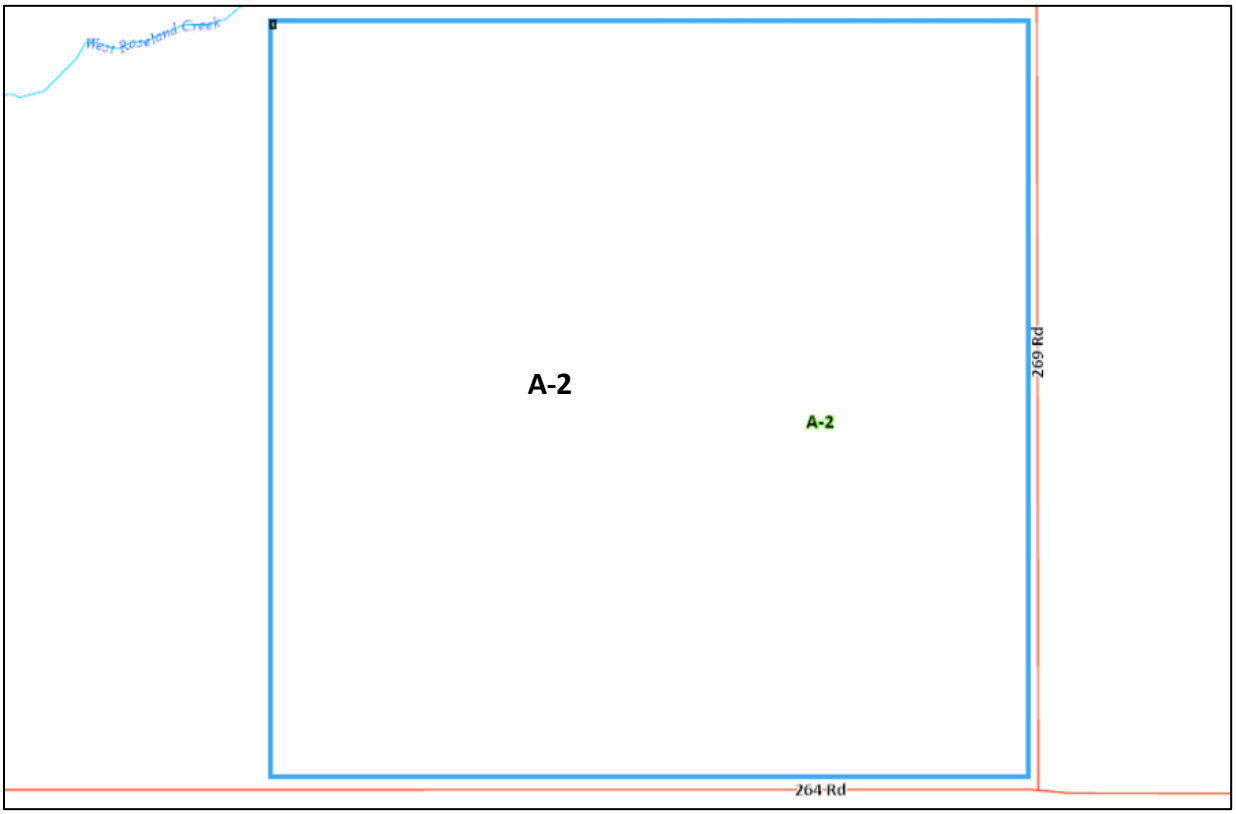
Aerial imagery



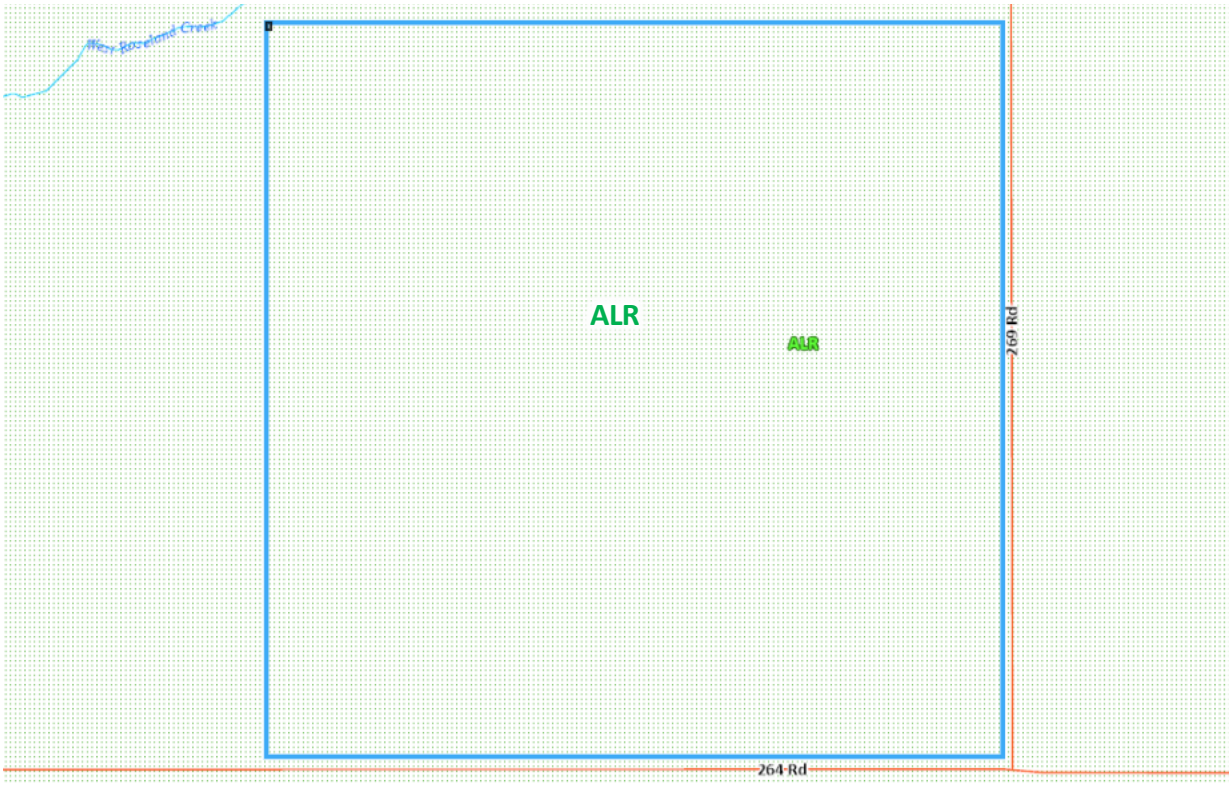
PRRD Rural Official Community Plan Bylaw No. 1940, 2011: Agriculture-Rural



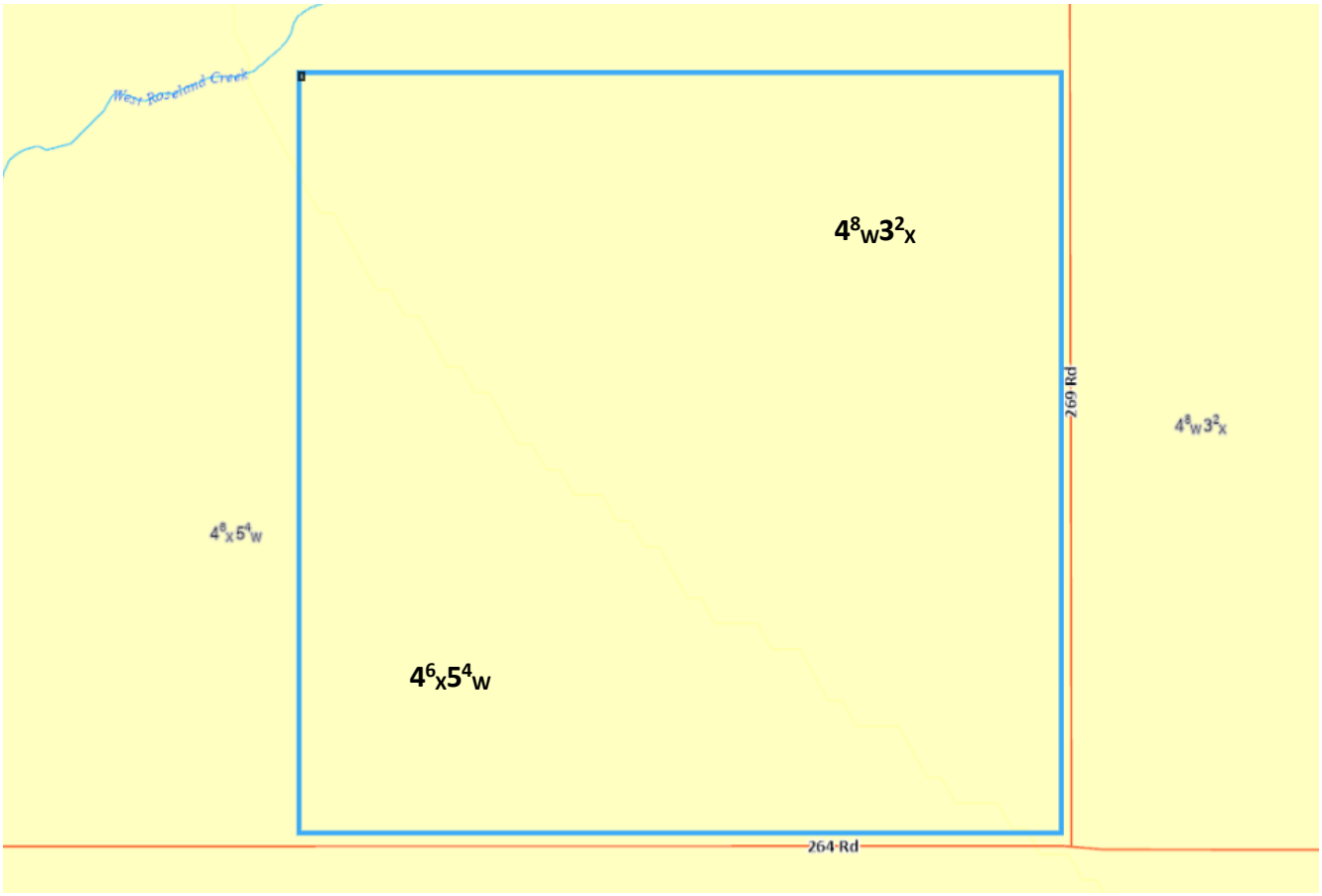
PRRD Zoning Bylaw No. 1000, 1996: Large Agricultural Holdings Zone (A-2)



Agricultural Land Reserve: Within



CLI Soil Classification: $4^{6}_{X}5^{4}_{W}$ and $4^{8}_{W}3^{2}_{X}$



Provincial Agricultural Land Commission - Applicant Submission

Application ID:	103961
Application Type:	Non-Farm Uses within the ALR
Status:	Submitted to L/FNG
Name:	George
Local/First Nation Government:	Peace River Regional District

1. Parcel(s) Under Application

Parcel #1

Parcel Type	Fee Simple
Legal Description	SOUTH EAST 1/4 OF SECTION 26 TOWNSHIP 87 RANGE 19 WEST OF THE 6TH MERIDIAN PEACE RIVER DISTRICT
Approx. Map Area	65.07 ha
PID	003-972-992
Purchase Date	May 31, 2018
Farm Classification	Yes
Civic Address	12324 264 Rd Rose Prairie British Columbia V0C 2H0
Certificate Of Title	State of Title Certificate CA6832573.pdf

Land Owner(s)	Organization	Phone	Email	Corporate Summary
Rudi George	Not Applicable	[redacted]	[redacted]	Not Applicable

2. Other Owned Parcels

Do any of the land owners added previously own or lease other parcels that might inform this application process?	No

3. Primary Contact

Type	Land Owner
First Name	Rudi
Last Name	George
Organization (If Applicable)	No Data
Phone	[redacted]
Email	[redacted]

4. Government

Local or First Nation Government:	Peace River Regional District

5. Land Use

Land Use of Parcel(s) under Application

Describe all agriculture that currently takes place on the parcel(s).	PID 003-972-992 24 hectares hay, 4 hectares grain, 32 hectares acres grazing/non cultivated land
Describe all agricultural improvements made to the parcel(s).	Clearing/logged out 32 hectares in 2022, 64 hectares fenced and cross fenced in 2018
Describe all other uses that currently take place on the parcel(s).	0.8 hectares Residential House 0.8 hectare for farm shop/yard: 1 shop bay used for company 2 shop bays used for Farm/Personal

5 company trucks at property
Company trucks are used for farm use and also to fight local wildfires in the summer.

planning to move shop to Fort St John, still in the process of purchases a shop in Fort St John.

Land Use of Adjacent Parcels

	Main Land Use Type	Specific Activity
North	Agricultural / Farm	Haying Field
East	Agricultural / Farm	Grain Fields
South	Agricultural / Farm	Haying Field
West	Agricultural / Farm	Haying Field

6. Proposal

How many hectares are proposed for non-farm use?	0.8 ha
What is the purpose of the proposal?	To use Farm Shop/Yard to store some of my company trucks.
Could this proposal be accommodated on lands outside of the ALR?	I only own this one land.
Does the proposal support agriculture in the short or long term?	Yes, my company supports local wildfires in previous years and have helped a lot in that.
Proposal Map / Site Plan	Proposal Map 2.pdf
Do you need to import any fill to construct or conduct the proposed Non-farm use?	No

7. Optional Documents

Type	Description	File Name
No Data		

Peace River Regional District

Legend

- BC Wildfire Fire Perimeters - C
- BC Wildfire Locations Current
  - Fire of Note
  - New
  - Out of Control
  - Being Held
  - Under Control
  - Out
- PRRD Evacuation Orders Curr
  - Alert
  - Order
- Regional District Boundary
- Hwy Mile Marker
- Rural Community
- 911 Civic Address-Label
- 911 Civic Address Rural
- 911 Civic Address Municipal
- Parcel / District Lot
- PRRD Easements
- Highway
- Municipal Road
  - Hard Surface
  - Gravel
- Rural Road >1:250k
  - Hard Surface
  - Gravel
  - Seasonal
- Driveway
- PRRD Water Utility Feature
  - Flow Meter

1: 4,514

229.3 0 114.66 229.3 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere

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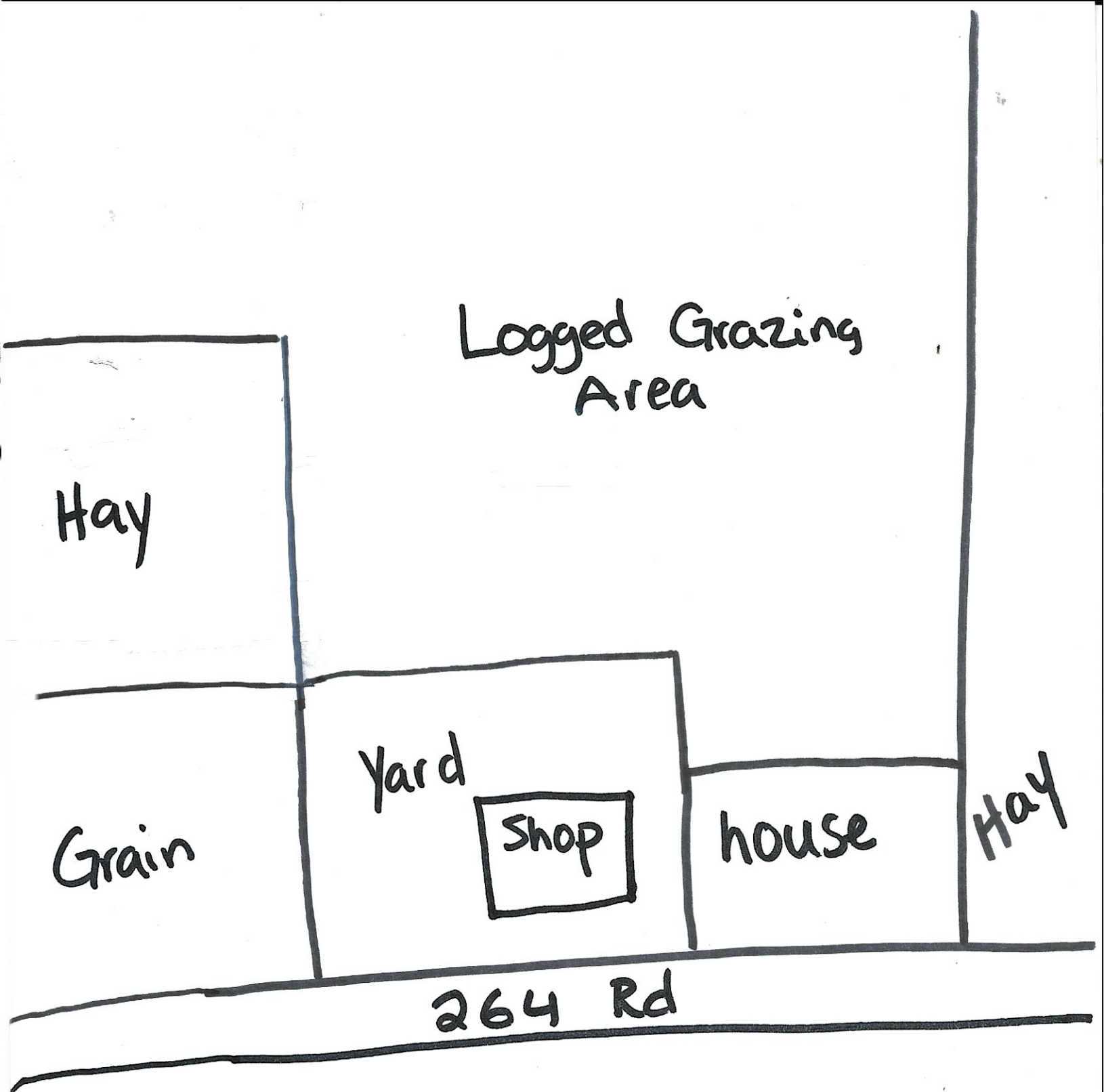
This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes


Logged Grazing Area
Hay
Grain
Yard
Shop
house
Hay
264 Rd

June 27, 2025

Anastasia Moreau
Planner 2
Peace River Regional District

Sent by email

Dear Anastasia:

Re: File 25-002 ALR NFU – Non-Farm Use Application at 12324 264 Road (PID: 003-972-992) – The Subject Property

Thank you for providing Ministry of Agriculture and Food (Ministry) staff the opportunity to comment on File 25-002 ALR NFU that proposes to use 0.8 ha of the Subject Property for an existing shop and yard area for light industrial uses including parking and truck storage. From an agricultural planning perspective, Ministry staff offer the following comments:

- Ministry staff first provided comments on this file to PRRD on April 24, 2025. It appears that the primary differences between the initial application and the revised application is that the area for non-farm use has been reduced from 3.2 ha to 0.8 ha and the applicant has indicated that the trucks associated with the light industrial operation are also used for farm activities.

- While the applicant has not provided the name of the home-based business that operates on the Subject Property, it appears that Hilaka Contracting is the business. From their website, Hilaka Contracting supplies the oil and gas sector with heavy duty vehicles and equipment.

- Ministry staff are unclear how specialized equipment for the oil and gas sector are also used as part of the applicant's farming operation.

- The applicant has also indicated that he is in the process of moving the "shop to Fort St. John". If this occurs, it is unclear what the existing shop will be used for in the future.

- The applicant's business is light industrial in nature and appropriately should be located on a property outside of the ALR. If approved, it may raise expectations for similar non-farm/light industrial uses to occur on other properties within the ALR. The cumulative

effects of these disturbances on the land base should be considered, specifically the continual impacts to the ALR.

- Ultimately, despite the applicants claim that the vehicles are also used for farming purposes, the application does not appear to provide any agricultural benefit on either the Subject Property or for the surrounding agricultural community.

Please contact Ministry staff if you have any questions about the above comments.

Thank you for the opportunity to provide comments from an agricultural perspective with respect to this file.

Sincerely,

Reed Bailey
Team Lead – Land Use Planning
778-698-3455
Reed.Bailey@gov.bc.ca

Cc: Agricultural Land Commission – ALC.Referrals@gov.bc.ca

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: DS-BRD-490

From: Development Services Date: July 17, 2025

Subject: Temporary Use Permit No. 25-002

RECOMMENDATION: *[Corporate Unweighted]*

That the Regional Board authorize the issuance of Temporary Use Permit No. 25-002 to construct a 415-person temporary worker camp and card lock fuelling station on the subject property identified as PID 011-979-879 for a three-year term.

BACKGROUND/RATIONALE:

Proposal

The applicant is seeking to establish and operate a closed, dry, 415-person temporary worker camp and card lock fuelling station to house workers for oil and gas development in the area. The worker camp is expected to operate for up to six years.

Rationale

Approval is recommended as Section 18.1 of the Rural Official Community Plan Bylaw No. 1940, 2011 states that temporary uses may be allowed across the entire rural Official Community Plan (OCP) area. If approved, the Temporary Use Permit (TUP) would be valid for three years with the opportunity for a one-time renewal for an additional three-year term, accommodating the proposed six-year lifespan of the camp.

At the April 10, 2025 Regional Board meeting the Regional Board authorized the issuance of TUP No. 25-001 to the applicant for the construction of a 30-person worker camp on a 10.525 ha portion of the property identified as PID 011-979-763, located approximately 3 km south of the subject property. TUP No. 25-001 was required at the time as a smaller camp was promptly needed for the drilling and completions of the 12-17 well site.

This 415-person temporary worker camp is required to accommodate the development of larger projects anticipated to start in spring 2026. This work camp will be constructed in two phases to align with the planned development in the area. The first phase will be used for the drilling and completions in the area requiring approximately 100 workers, and the second phase will be for the facilities, requiring approximately 313 workers at a maximum capacity of 413 workers.

Therefore, the applicant is requiring a second TUP for a larger work camp.

File Details

Owner: Tourmaline Oil Corp.
Agent: Prospect Land Services & Environmental

Area:	Electoral Area E
Location:	Big Lake
Legal:	District Lot 189 Peace River District
PID:	011-979-879
Lot Size:	252.28 ha (623.41 ac)

Site Context

The subject property is located 50 km north of Chetwynd on the Del Rio Road and is 30 km north of the Jackfish Lake settlement area. The property is surrounded by forested land, agriculture, and oil and gas extraction activities.

Official Community Plan (OCP)

Pursuant to the Rural Official Community Plan Bylaw No. 1940, 2011, the subject property is designated Agriculture Rural (Ag-Rural). Section 7.2 states the principal use of Ag-Rural designated lands will generally be limited to agriculture, residential uses, and uses required for operating a farm. Section 7.3 states the minimum parcel size should be 63 ha (155 ac).

Section 18.1 states the entire rural OCP area is designated as an area where temporary uses may be allowed. Temporary use permits can cover a wide range of activities including worker camps. Section 18.11 states where a temporary use is proposed within the Agricultural Land Reserve, issuance of a Temporary Use Permit is subject to approval of a non-farm use by the Agricultural Land Commission. The applicant has made an application for the ALR Assessment through the BC Energy Regulator.

Therefore, the proposal is consistent with the Official Community Plan.

Land Use Zoning

Pursuant to Chetwynd Rural Zoning Bylaw No. 506, 1986, the subject property is zoned A-2 (Large Agricultural Holdings Zone). Section 6.11 states land within this zone may be used for agriculture and oil or gas production, storage, transmission or exploration. The minimum parcel size is 63 ha (155 ac).

The proposed use does not comply with the zoning bylaw as a worker camp is not a permitted use in the A-2 Zone. Therefore, a Temporary Use Permit is required.

Impact Analysis

Context

Oil and gas development activities surround the subject property and no incompatible uses such as residences are in the vicinity of the property. The nearest settlement area to the project site is the Jackfish Lake settlement located 30 km south of the subject property. Temporary Use Permit No. 25-001 was issued on April 10, 2025 for the construction of a 30-person worker camp on the property identified as PID 011-979-763 which is located 3 km south of the subject property. Overall, conflicts are not anticipated.

Population & Traffic

As discussed in the attached Traffic Technical Memo, the project is expected to have a negligible impact to the traffic volumes on the Del Rio Road and Jackfish Lake Road.

Sewage & Water
The subject property is outside of all sewer and water service areas, and the applicant is proposing to have potable water trucked in and stored on site from an approved source, likely from the District of Chetwynd. The applicant has also proposed installing an onsite Wastewater Treatment Plant on the subject property to process wastewater that will be discharged into an approved drainage field.

Site Features

Land
The proposed worker camp will be located on a site that has been cleared of vegetation and was previously used for a temporary worker camp that was decommissioned. The remaining portions of the property are currently farmed for hay and are forested. The Jackfish Lake Road runs west-east through the property, and a road right-of-way runs north-south through the property.

Structures
There are currently no buildings or structures on the subject property.

Access
The subject property is accessed by Jackfish Lake Road.

Canada Land Inventory Soil Rating
According to the Canada Land Inventory, soils on the subject property are classified as 3_X and O. Class 3 soils have moderately severe limitations that restrict the range of crops or require special conservation practices. Subclass X is comprised of soils having a limitation resulting from the cumulative effect of two or more adverse characteristics. Class O denotes organic soils that are not placed in capability classes.

Comments & Considerations

Applicant
See attached supplemental information letter.

Fire Protection Area
The subject property is outside all fire protection areas.

Mandatory Building Permit Area
The subject property is outside the Mandatory Building Permit Area; however, Building Permits are still available on a voluntary basis.

Comments Received from Internal Departments

Bylaw Enforcement Officer
There are no active bylaw enforcement files on this property.

GIS Department
No concerns.

Solid Waste Department
The Chetwynd Landfill should be able to support the waste generated by the camp. The agent confirmed that the structures for the work camp will be rented out and returned after the completion of the project. Therefore, no dorm structures will be directed to the landfills.

Comments Received from Provincial Agencies
Agricultural Land Commission
This oil and gas use would fall under the ALC-BCER delegation agreement and would require BCER approval instead of ALC approval.

BC Hydro
No comments.

Ministry of Agriculture and Food
See attached letter.

Ministry of Transportation and Transit
See attached letter.

TC Energy
See attached letter. In response to TC Energy's comments, the proposed location of the housing units was moved to the south of the project area, and the laydown yard was moved to the north. This relocated the housing units to be outside of the Potential Impact Radius of the TC Energy pipeline.

ALTERNATIVE OPTIONS:
1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:
☒ Not Applicable to Strategic Plan

FINANCIAL CONSIDERATION(S):
The applicant has provided performance security in accordance with Section 10 of the Development Application Procedures, Fees and Delegation Bylaw No. 2558, 2024. The applicants are required to submit an estimate or quote from a Qualified Contractor approved by the Delegate outlining the total cost of the works to guarantee the terms of the permit will be met.

The amount of security is valued at 125% of the supplied estimate. This security will be held until a satisfactory report has been submitted by the Qualified Contractor stating the terms of the permit have been met. Upon receipt of a professional report requesting release of security, Peace River Regional District staff may conduct a site inspection to verify that the Works were completed in accordance with the approved plans.

COMMUNICATIONS CONSIDERATION(S):
The Regional Board's decision will be communicated to the applicant.

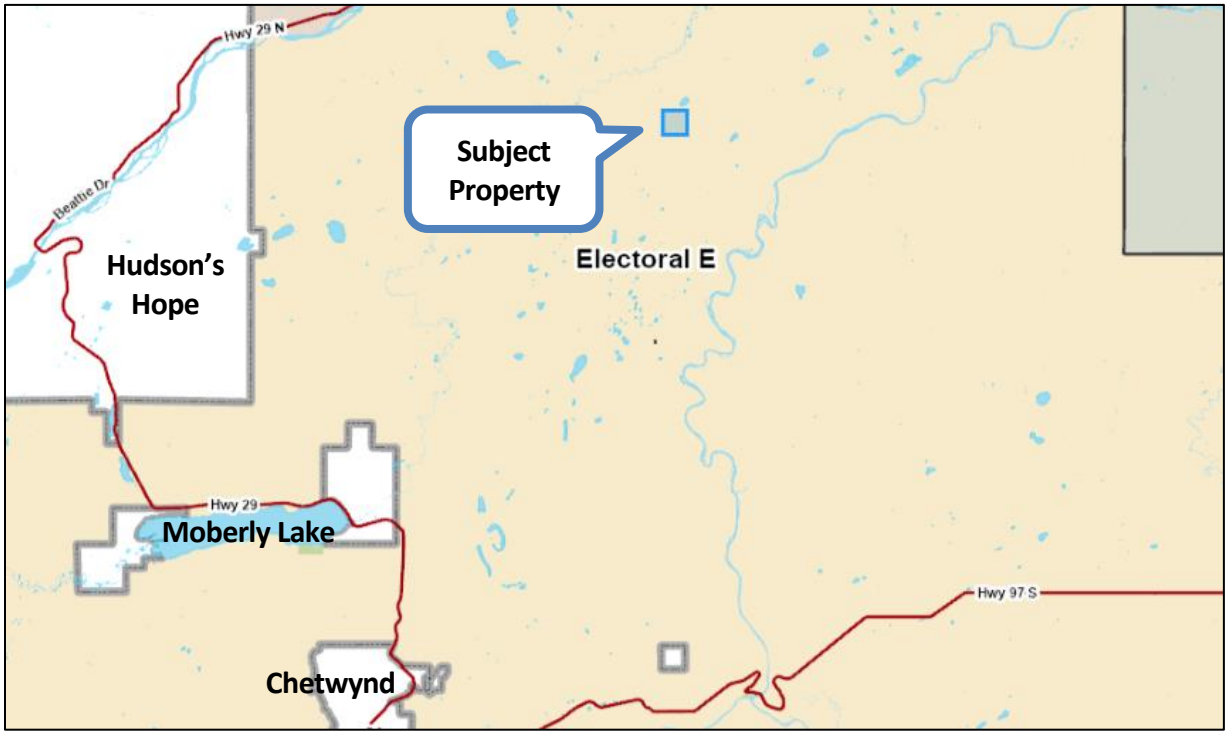
OTHER CONSIDERATION(S):

None at this time.

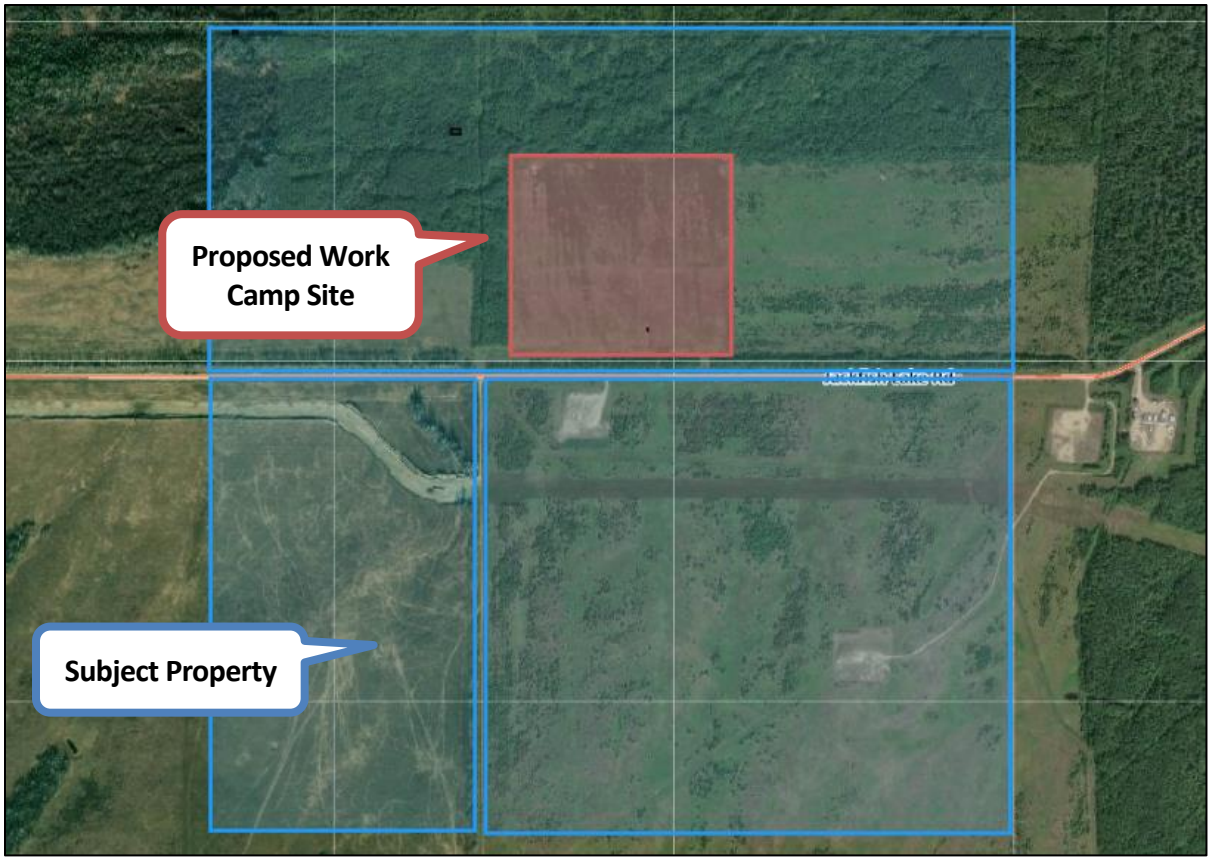
Attachments:

1. Maps, PRRD File No. 25-002 TUP
2. Application, PRRD File No. 25-002 TUP
3. Comments Received from Provincial Agencies, PRRD File No. 25-002 TUP
4. Supplemental Information Letter, PRRD File No. 25-002 TUP
5. Traffic Technical Memo, PRRD File No. 25-002 TUP
6. Schedule 'A' Assessment Report, PRRD File No. 25-002 TUP

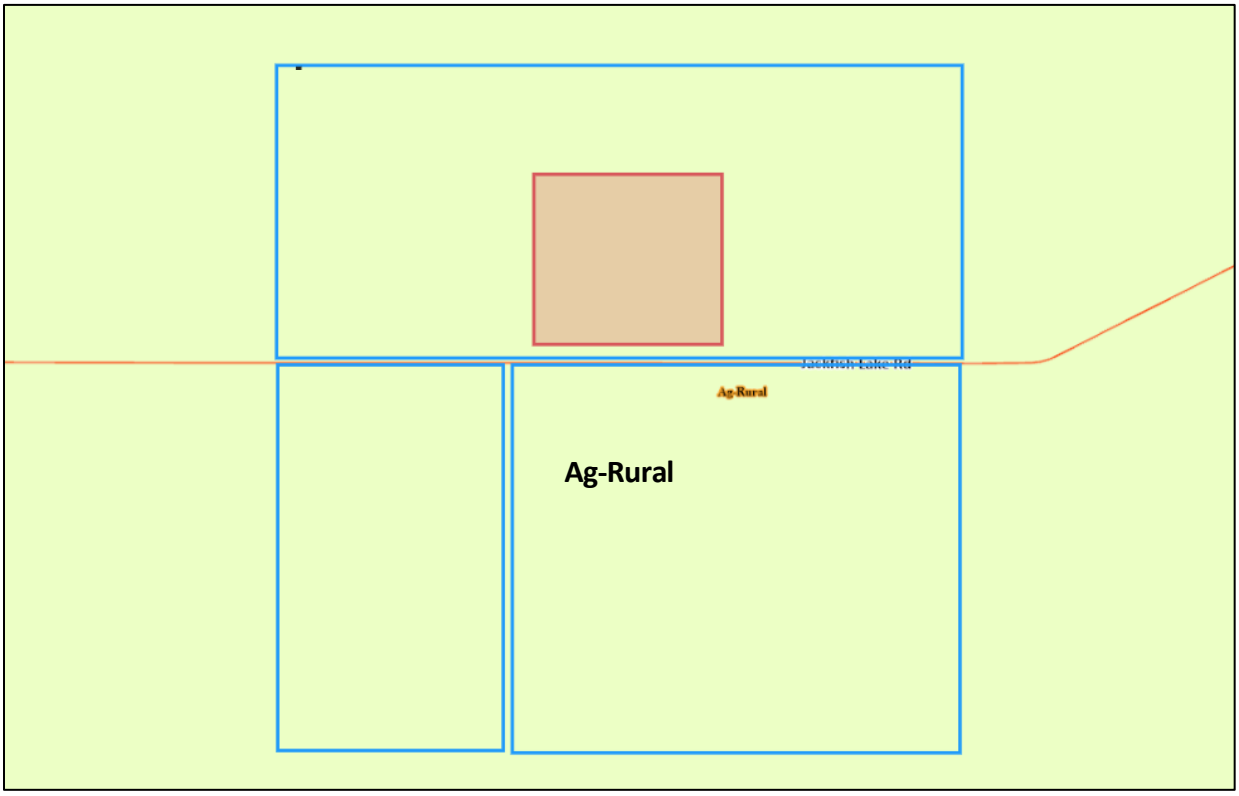
Location: Big Lake area



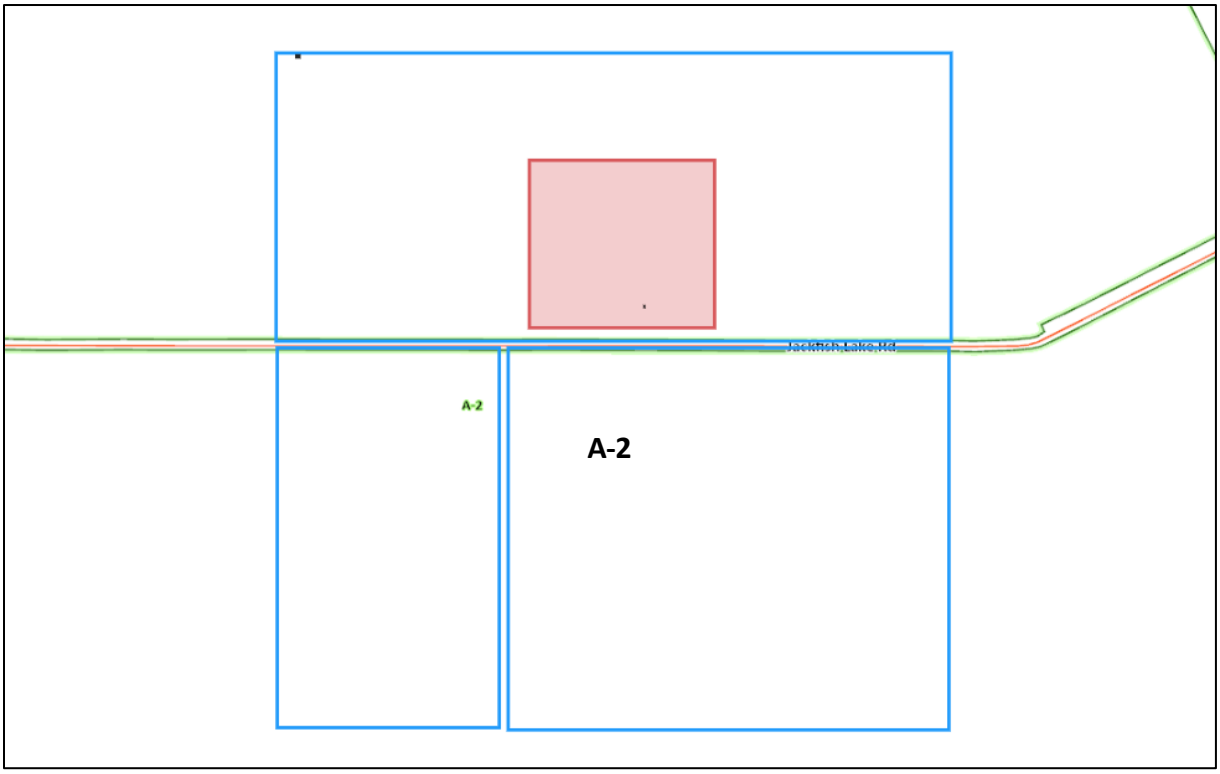
Aerial imagery



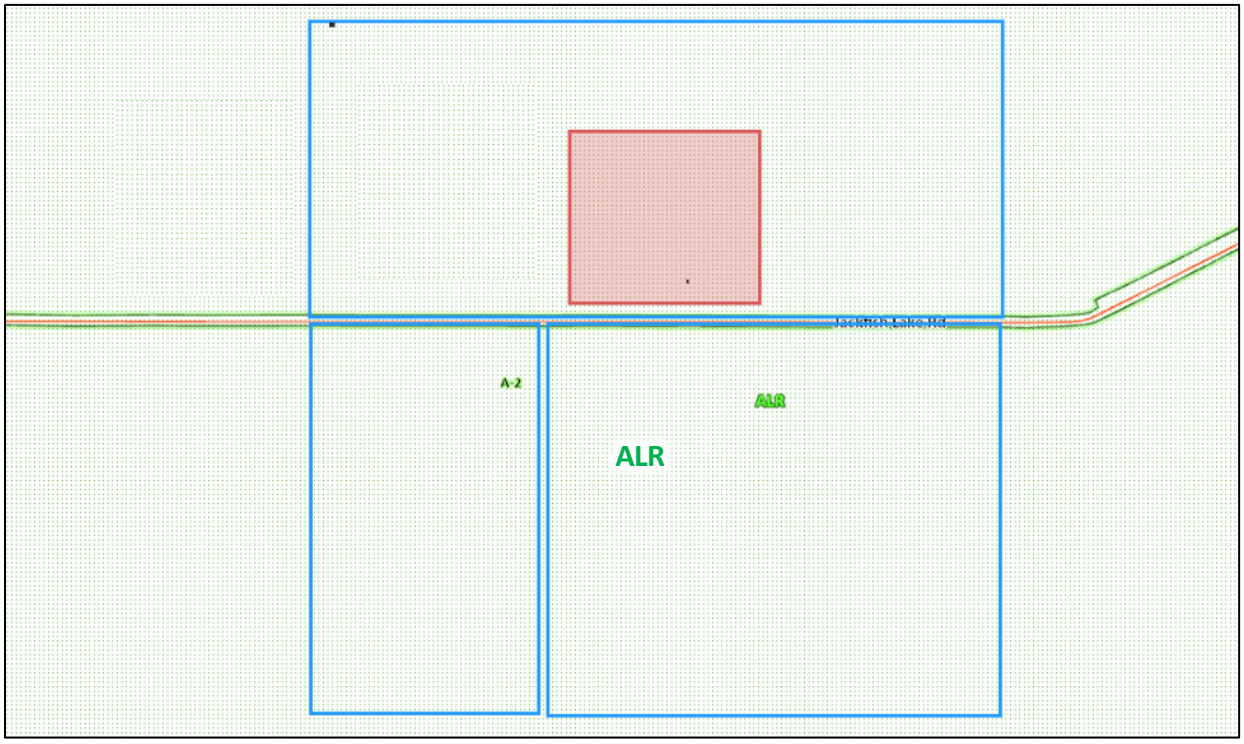
PRRD Rural Official Community Plan Bylaw No. 1940, 2011: Agriculture-Rural



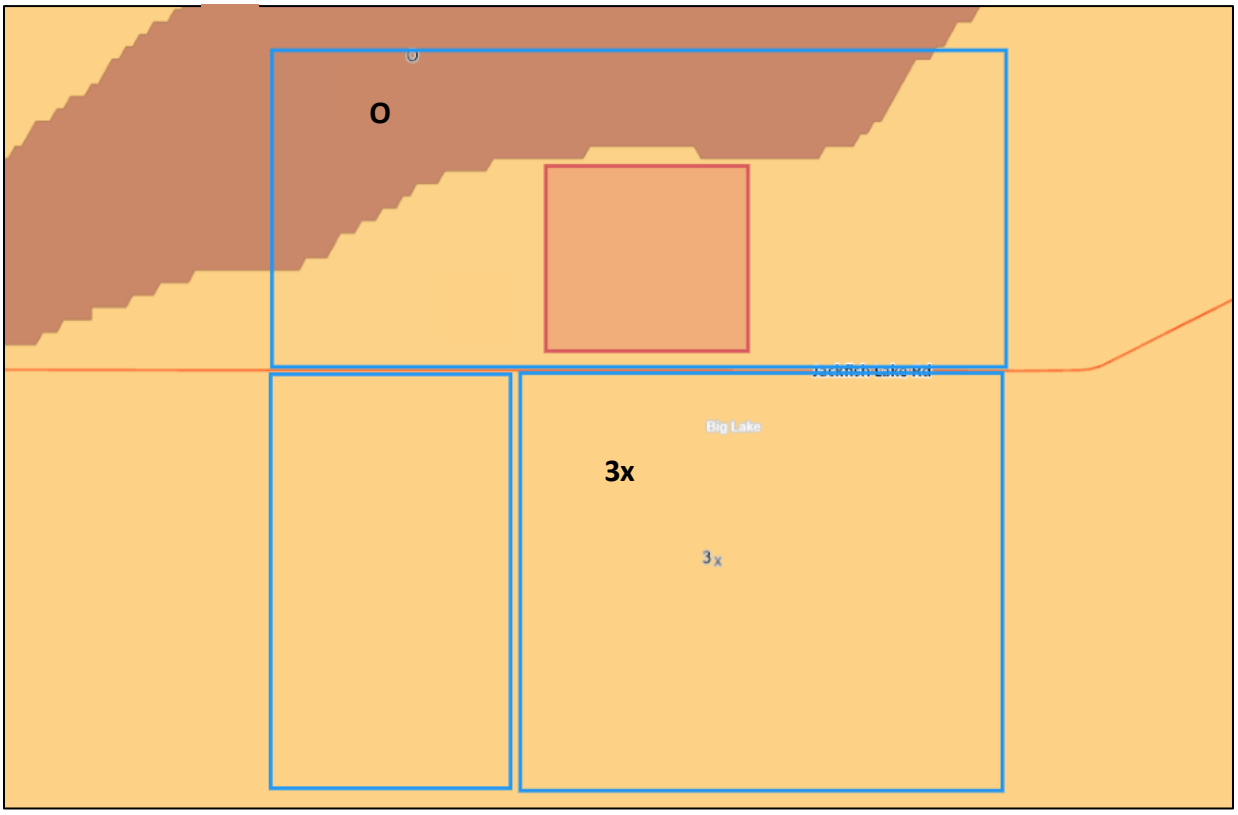
PRRD Zoning Bylaw No. 506, 1986: Large Agricultural Holdings Zone (A-2)



Agricultural Land Reserve: Within



CLI Soil Classification: 3_X and O



PEACE RIVER REGIONAL DISTRICT

Dawson Creek | Box 810, 1981 Alaska Avenue BC, V1G 4H8
(T): (250) 784-3200 prrd.dc@prrd.bc.ca

Fort St. John | 9505 100 Street BC, V1J 4N4
(T): (250) 785-8084 prrd.fsj@prrd.bc.ca

For Office Use:
Receipt # _____
Date Received _____
File No. _____
Sign Issued: Yes☐ No☐ N/A☐

Application for Development

1. TYPE OF APPLICATION

	FEE
☐ Official Community Plan Bylaw Amendment*	$ 1,150.00
☐ Zoning Bylaw Amendment* #	$ 800.00
☐ Official Community Plan / Zoning Bylaw Amendment combined* #	$ 1,200.00
☒ Temporary Use Permit*	$ 500.00
☐ Temporary Use Permit Renewal	$ 350.00
☐ Development Permit #	$ 165.00
☐ Development Variance Permit	$ 165.00

* Sign is required for this application type.
Sign provided by the PRRD and posted pursuant to Section 6 of Bylaw No. 2449, 2021, attached.

Contaminated Site Declaration Form required for this application type.

☐ Exclusion from the Agricultural Land Reserve $ 1,500.00
(Applicant responsible for additional costs associated with the advertisements, signage, and facility rental, if applicable)

2. PLEASE PRINT

Property Owner's Name	Authorized Agent of Owner (if applicable)
Tourmaline Oil Corp.	Prospect Land Services & Environmental
Address of Owner [redacted]	Address of Agent [redacted]
City/Town/Village: [redacted]	City/Town/Village: [redacted]
Postal Code: [redacted]	Postal Code: [redacted]
Telephone Number: [redacted]	Telephone Number: [redacted]
E-mail: [redacted]	E-mail: [redacted]

Notice of collection of personal information:

Personal information on this form is collected for the purpose of processing this application. The personal information is collected under the authority of the *Local Government Act* and the bylaws of the PRRD. Documentation/Information submitted in support of this application can be made available for public inspection pursuant to the *Freedom of Information and Protection of Privacy Act.*

3. PROPERTY DESCRIPTION

Full legal description and PID of each property under application	Area of each lot
DISTRICT LOT 189 PEACE RIVER DISTRICT	127.16/314.21 ha./acres
	ha./acres
	ha./acres
	TOTAL AREA 127.16/314.21 ha./acres

4. Civic Address or location of property: _____

5. PARTICULARS OF PROPOSED AMENDMENT

Please check the box(es) that apply to your application type:

[ ] Official Community Plan (OCP) Bylaw amendment:

Existing OCP designation: _____

Proposed OCP designation: _____

Text amendment: _____

[ ] Zoning Bylaw amendment:

Existing zone: _____

Proposed zone: _____

Text amendment: _____

[ ] Development Variance Permit – describe proposed variance request:

N/A

[▪] Temporary Use Permit – describe proposed use:

400 man Camp and Card Lock Fueling station on private land to accommodate Oil and Gas Development in the area.

[ ] Development Permit: Bylaw No. _____ Section No. _____

6. Describe the existing use and buildings on the subject property:

Land was previously used as a campsite by an other oil and gas company. Currently no buildings or structures on site.

Land is currently being farmed for Hay.

7. Describe the existing land use and buildings on all lots adjacent to and surrounding the subject property:

(a) North Forested crown land

(b) East Vacant/forested private land with some oil and gas development

(c) South Vacant private land with some oil and gas development

(d) West Vacant private land with some oil and gas development

8. Describe your proposal. Attach a separate sheet if necessary:
Area for campsite is cleared as it was previously used as a Campsite. See attached supplemental information letter.

9. Reasons and comments in support of the application. Attach a separate sheet if necessary:
See attached supplemental information letter.

10. Describe the proposed and/or existing means of sewage disposal for the property:
See attached supplemental information letter.

11. Describe the proposed and/or existing means of water supply for the property:
See attached supplemental information letter.

THE FOLLOWING INFORMATION IS REQUIRED DEPENDING ON THE PROPOSAL/APPLICATION:

12. Proof of ownership of the subject property or properties. (For example: Certificate of State of Title, BC Land Title Office Property Title Search or recent Property Tax Notice.)

13. A Sketch Plan of the subject property or properties, showing the following:
    (a) the legal boundaries and dimensions of the subject property;
    (b) boundaries, dimensions and area of any proposed lots (if subdivision is being proposed);
    (c) the location and size of existing buildings and structures on the subject property, with distances to property lines;
    (d) the location and size of any proposed buildings, structures, or additions thereto, with distances to property lines;
    (e) the location of any existing sewage disposal systems;
    (f) the location of any existing or proposed water source.

ADDITIONAL OR MORE DETAILED INFORMATION MAY BE REQUESTED BY THE PEACE RIVER REGIONAL DISTRICT FOLLOWING REVIEW OF YOUR APPLICATION.

If it is necessary for the property boundaries and the location of buildings and structures to be more accurately defined, a survey plan prepared by a British Columbia Land Surveyor may be required.

ADDITIONAL OR MORE DETAILED INFORMATION MAY BE REQUESTED BY THE PEACE RIVER REGIONAL DISTRICT FOLLOWING REVIEW OF YOUR APPLICATION.

If it is necessary for the property boundaries and the location of buildings and structures to be more accurately defined, a survey plan prepared by a British Columbia Land Surveyor may be required.

Security

Security may be required for the following application types as per the Development Approval Procedures Bylaw No. 2558, 2024:

- Temporary Use Permit; and
- Development Permit.

Public Notice Signs – Development Approval Procedures Bylaw No. 2558, 2024

8.2 A Public Notice sign shall be posted on the subject property for any parcel that is subject to an application for:

a) Amendment to an Official Community Plan and/or Zoning Bylaw;

b) Temporary Use Permit; or

c) Exclusion from Agricultural Land Reserve, in compliance with the Agriculture Land Commission Act and Regulations.

8.3 Failure to post and keep the sign in accordance with this bylaw may result in a delay or postponement of the application.

8.4 Any additional notification costs incurred by the Regional District, as a result of the Applicant failing to post the required sign, shall be payable by the Applicant prior to advertising of the Public Hearing or delivery of public notifications.

8.5 All Public Notice signs must:

a) Be placed to maximize its visibility to those travelling along the main highway by which the property is accessed;

b) Be erected on the property a minimum of fourteen (14) days prior to the Board considering the application, and the Applicant must submit to the Regional District a photograph clearly showing the sign posted on the property in accordance with this bylaw;

c) Be placed in a manner that does not interfere with pedestrian or vehicle traffic flow, or create a potential hazard by obstructing visibility from a highway;

d) Be installed in a safe, sturdy manner, capable of withstanding typical wind and other weather conditions;

e) Remain in place continuously until the application has been closed; and f) Applicants are encouraged to dispose of the signs by recycling them.

16. I / We the undersigned hereby declare that the information provided in this application is complete and is, to the best of my / our knowledge, a true statement of the facts related to this application.

Signature of C [redacted] — May 7 / 2025 — Date signed

Signature of C [redacted] — Date signed

17. **AGENT'S AUTHORIZATION**

If you have an agent act on your behalf in submission of this application, the following authorization **MUST** be signed by **ALL** property owners.

I / We Tourmaline Oil Corp. (name of landowner) and N/A (name of landowner) hereby authorize	
Prospect Land Services BC. Ltd. (name of agent) to act on my/our behalf regarding this application.	
Signature of Owner: [redacted]	e:
Signature of Owner: Scott Kirk Chief Leg Tourmalin [redacted]	e:

Peace River Regional District

7-May-2025

PID: 011979879

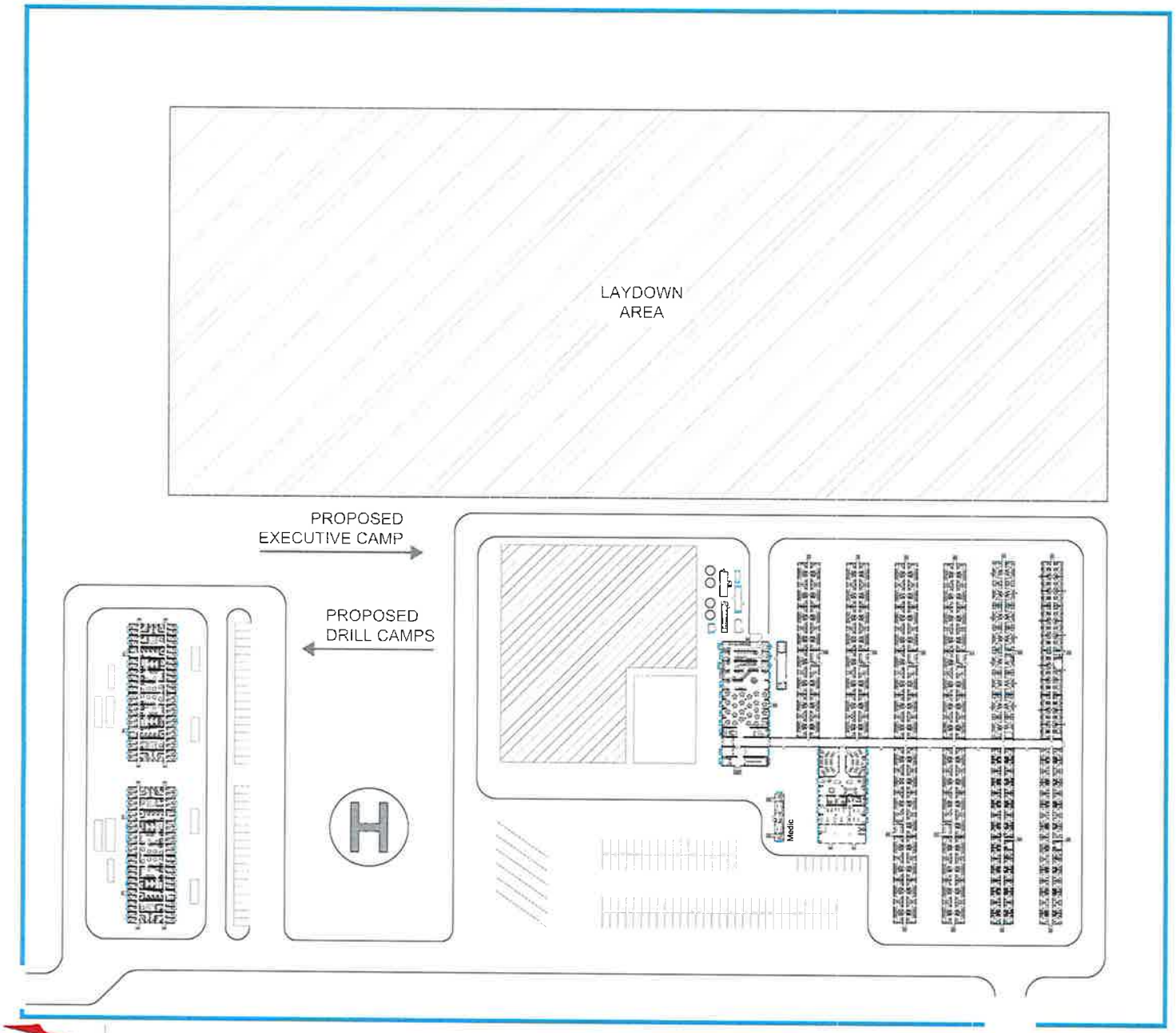
Roll Number: 759-040164.100

Legal Description: DISTRICT LOT 189 PEACE RIVER DISTRICT

Parcel Size

252.28 **Hectares** 623.41 **Acres**

This map is a user-generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. Peace River Regional District should be contacted for information regarding other conditions such as easements, rights-of-way or covenants.



CleanHarbors®
Lodging Services
12210-23 Street NE
Edmonton, Alberta T6S 0A5

Project: 11-36-81-22 Camp	Client: Tourmaline Oil Corp.	Drawing: Proposed Site Plan	Date: April 17, 2025	Drawn By: BD	
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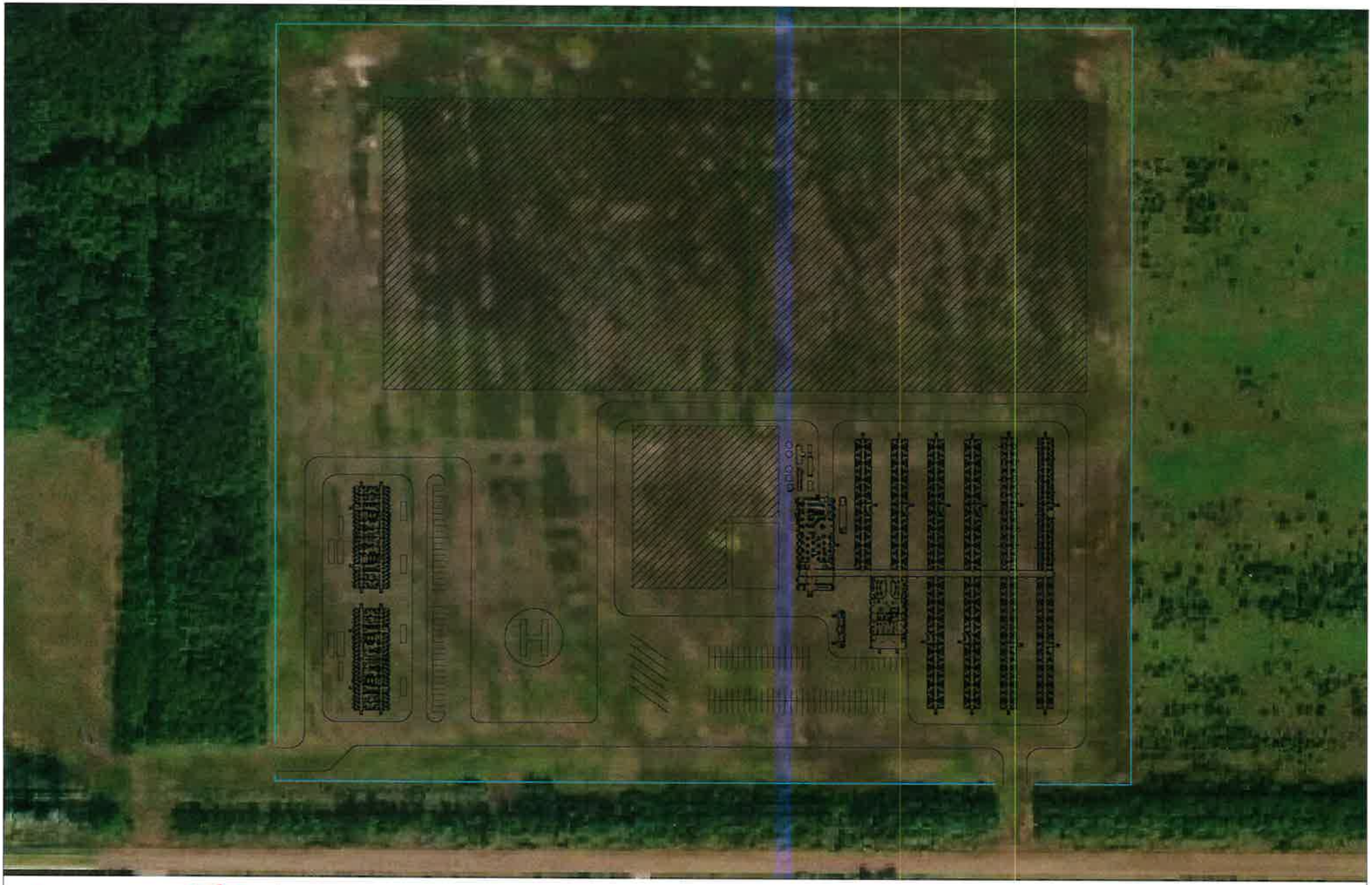
			Dimensions:		Drawing:
			Job:		
			Program:		
			Sheets:		



CleanHarbors®
Lodging Services
12210-23 Street NE
Edmonton, Alberta T6S 0A5

Project: 11-36-81-22 Camp	Client: Tourmaline Oil Corp.	Drawing: Proposed Site Plan o/ Map	Date: April 17, 2025	Drawn By: BD	
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			Job:		
			Program:		
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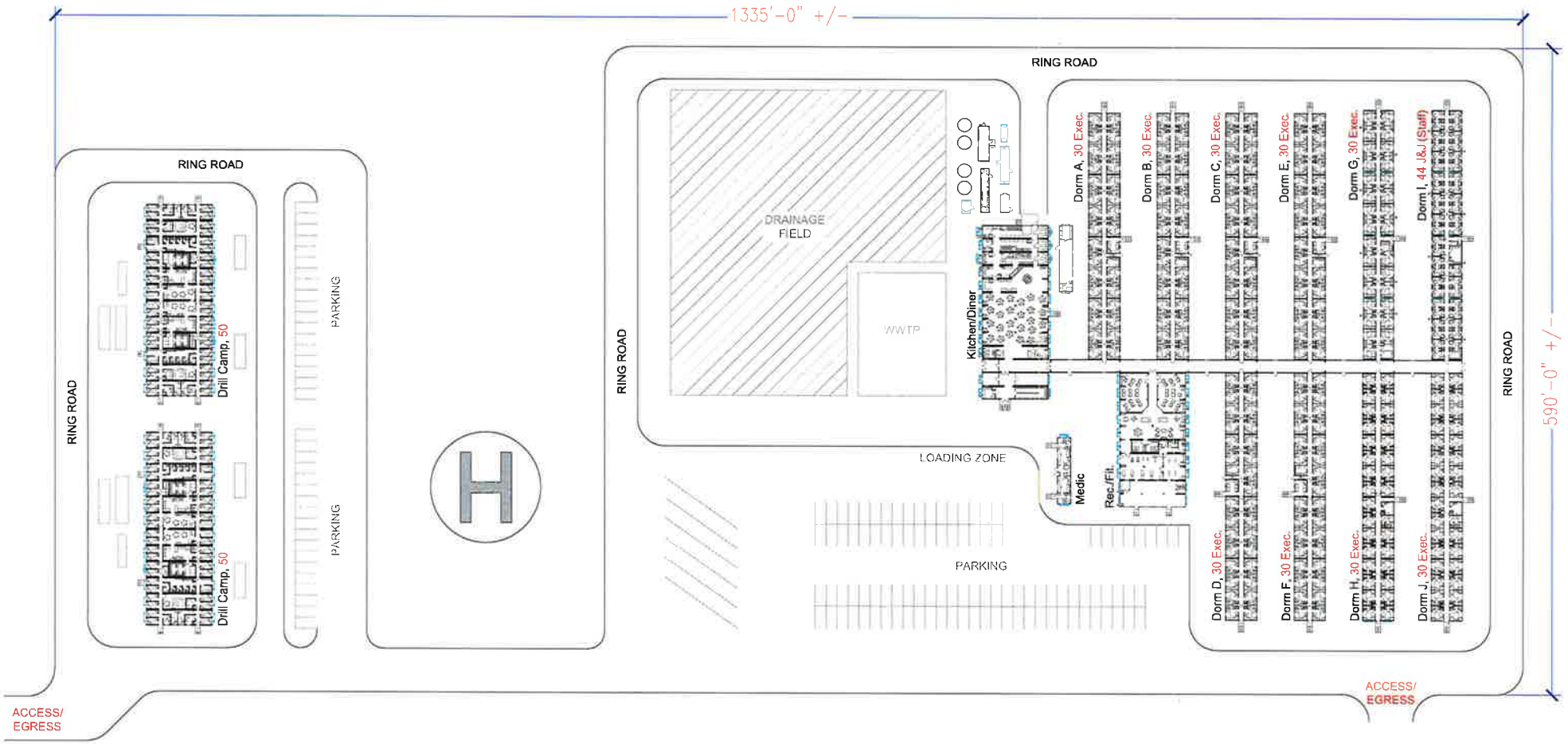


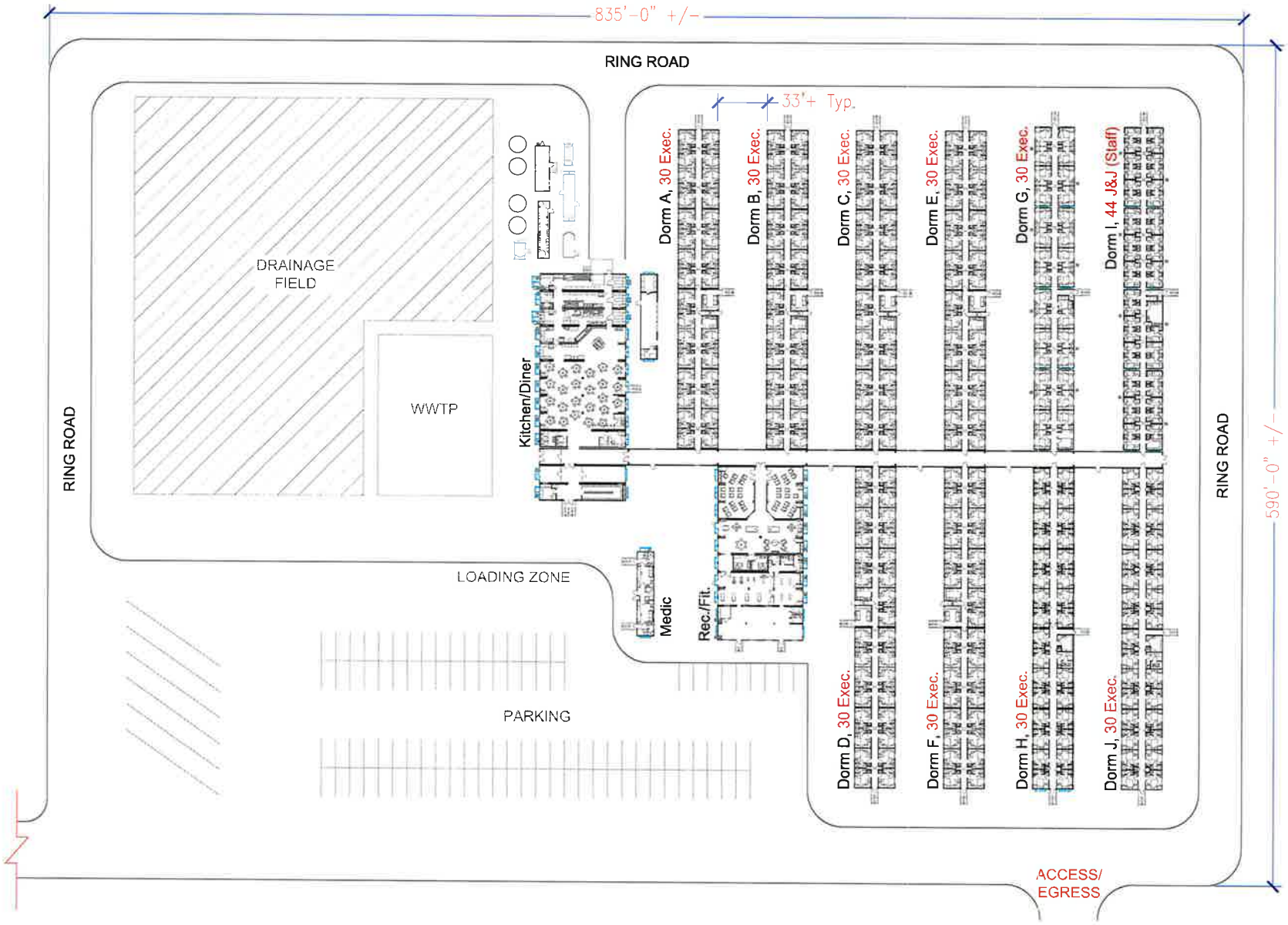
Proposed Executive Camp
314 Total Beds
(270 Exec. Client beds/44 J&J Staff beds)

Proposed Drill Camp
100 Total Beds
(90 Client beds/10 J&J Staff beds)

CleanHarbors®
Lodging Services
12210-23 Street NE
Edmonton, Alberta T6S 0A5

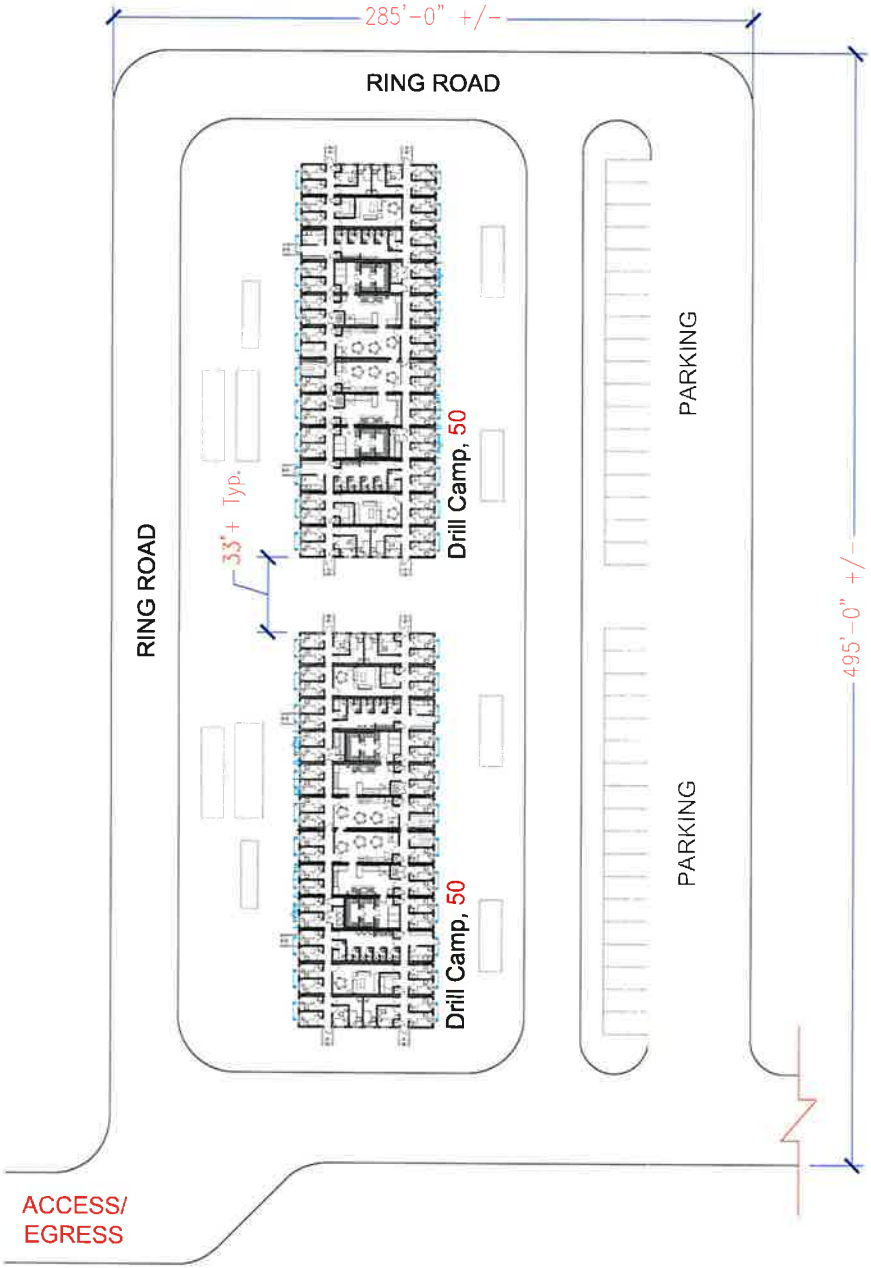
Project:	11-36-81-22 Camp	Client:	Tourmaline Oil Corp.	Drawing:	Proposed Camp Plan

Date: April 17, 2025		Drawn By: BD	
Scale: Not to Scale		File:	
Dimensions:		Drawing:	
Job:			
Program:			
Sheets:			



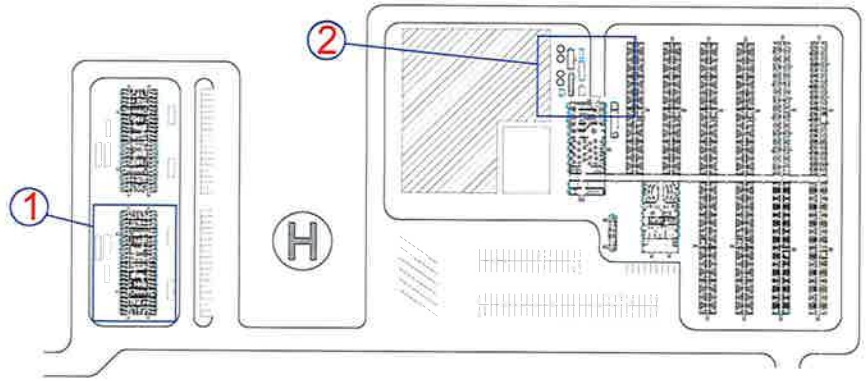
CleanHarbors
Lodging Services
12210-23 Street NE
Edmonton, Alberta T6S 0A5

Project: 11-36-81-22 Camp	Client: Tourmaline Oil Corp.	Drawing: Proposed Exec. Camp Plan	Date: April 17, 2025 / Drawn By: BD
			Scale: Not to Scale / File:
			Dimensions: / Drawing:
			Job:
			Program:
			Sheets:



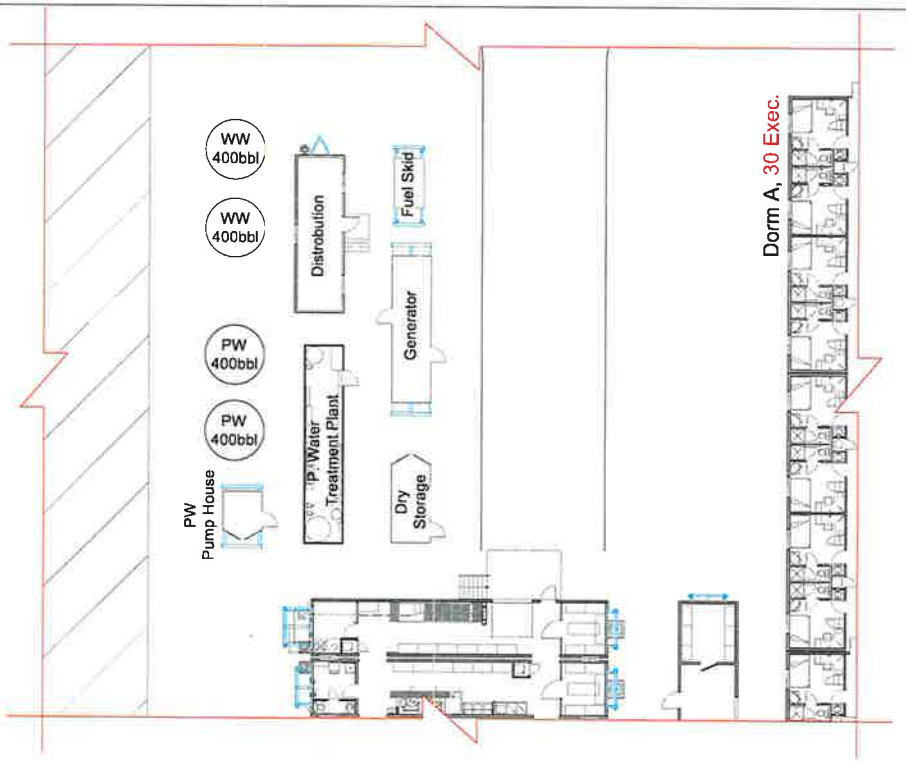
CleanHarbors®
Lodging Services
12210-23 Street NE
Edmonton, Alberta T6S 0A5

Project: 11-36-81-22 Camp	Client: Tourmaline Oil Corp.	Drawing: Proposed Drill Camps Plan	Date: April 17, 2025 / Drawn By: BD Scale: Not to Scale / File: Dimensions: / Drawing: Job: Program: Sheets:



Notes:
- CSU Equipment required to be minimum 33' from living structure
- Potable water storage placed 20 from Camp, distance can be adjusted depending on site restrictions.

1 Typ. Drill Camp Utility Layout



2 Typ. Exec. Camp Utility Layout

CleanHarbors
Lodging Services
12210-23 Street NE
Edmonton, Alberta T6S 0A5

Project: 11-36-81-22 Camp	Client: Tourmaline Oil Corp.	Drawing: Proposed Utility Plans	Date: April 17 2025 / Drawn By: BD
			Scale: Not to Scale / File:
			Dimensions: / Drawing:
			Job:
			Program:
			Sheets:

June 6, 2025

Anastasia Moreau
Planner 2
Peace River Regional District

Sent by email

Dear Anastasia:

Re: File 25-002 DP – Development Permit Application at District Lot 189 (PID: 011-979-879) – The Subject Property

Thank you for providing Ministry of Agriculture and Food (Ministry) staff the opportunity to comment on File 25-002 DP that proposes to construct a 415 person work camp and card-lock fueling station in support of the oil and gas industry on the Subject Property. From an agricultural planning perspective, Ministry staff offer the following comments:

- Ministry staff note that the portion of the Subject Property being proposed for the work camp was both previously cleared and used as a work camp by another company. Ministry staff also note that the previous work camp was dismantled sometime during 2020-21 and that since then, the area has been successfully converted into an active hay field.

- Weeds can greatly reduce the productivity of agricultural areas. Under the provincial *Weed Control Act*, the land occupier has a legal obligation to control noxious weeds on site. Control of both plants and seeds is required as the seeds from invasive plants can lay dormant and viable in the soil for many years and can be a serious long-term problem. The Regional District may wish to include language in the proposed TUP to ensure that a weed prevention and a control plan is in place and followed during the length of the temporary use.

- For safety reasons, particularly during the winter months, Ministry staff recognize the value of reducing the need for worker trips to and from Hudson's Hope and Fort St. John.

- Ministry staff note that there is no reclamation plan associated with the submitted application. Ministry staff highlight the importance, as a best practice, for topsoil to be put aside for future rehabilitation of the site. The Regional District may wish to consider a comprehensive rehabilitation plan as a condition of the TUP approval.

- Ultimately, while the previous use of the Subject Property as a work camp has demonstrated that the impacted land can be rehabilitated for agricultural use, the newly proposed work camp is unlikely to have a positive impact on the agriculture sector in the region.

Please contact Ministry staff if you have any questions about the above comments.

Thank you for the opportunity to provide comments from an agricultural perspective with respect to this file.

Sincerely,

Reed Bailey
Team Lead – Land Use Planning
778-698-3455
Reed.Bailey@gov.bc.ca

Cc: Agricultural Land Commission – ALC.Referrals@gov.bc.ca

Our file: 2025-02352
Your file: 25-002 Temporary Use Permit (TUP)
Date: June 10, 2025

Ministry of Transportation and Infrastructure

Peace River Regional District
PO Box 810
1981 Alaska Avenue
Dawson Creek, BC V1G 4H8

Attention: Planning Services

The Ministry of Transportation and Infrastructure (MoTI) has received and reviewed your referral of May 16, 2025 to temporarily construct a 415 person work camp and card-lock fueling station to accommodate oil and gas development within DISTRICT LOT 189 PEACE RIVER DISTRICT.

The Ministry has reviewed the Traffic technical emo dated May 6, 2025 and is in support of the proposal however under the Transportation Act, the following conditions must be met:

1. Owner to apply online for an "Access, Resource and Industrial" permit to the Ministry of Transportation and Infrastructure prior to final temporary use permit approval. Permits can be applied for online here: http://www.th.gov.bc.ca/permits/Apply.asp

Thank you for the opportunity to comment. If you or the proponent have any questions or concerns, please contact Kelsi Windhorst at 250-645-9575.

Sincerely,

[redacted]

Kelsi Windhorst, District Development Officer

Ministry of Transportation and Infrastructure
Peace District
District Office Address:
300-10003, 110th Avenue
Fort St. John, BC V1J 6M7
Telephone: (250) 787-3237
Email: DevApps.FSJ@gov.bc.ca
Area Office Locations:
1201-103 Ave, 3rd floor
Dawson Creek, BC V1G 4J2
4744-52 Street
Chetwynd, BC V0C 1J0

June 6, 2025

Peace River Regional District
PO Box 810 Alaska Avenue
Dawson Creek, BC | V1G 4H8

Sent via email to: anastasia.moreau@prrd.bc.ca

ATTN: Anastasia Moreau, Planner 2
RE: Temporary Use Permit application in Peace River Regional District proposing a 414 person work camp over two phases, and card-lock fueling station to accommodate oil and gas development in the area (Tourmaline Oil Corp.)
Your File #: 25-002 TUP
Our Reference #: R250520-001BC

Thank you for sending B&A notice of this project on May 16, 2025. B&A is the land use planning consultant for TC Energy in Western Canada. On behalf of TC Energy, we work with municipalities and stakeholders regarding land use and development surrounding their pipeline infrastructure to ensure that it occurs in a safe and successful manner.

As per the requirements of the Canada Energy Regulator, development in proximity to TC Energy's pipelines with potential new residents, employees, structures, ground disturbance, and crossings could warrant pipeline remediation. Consultation between TC Energy and the applicant prior to development assists both parties in determining the best course of action to proceed with potential remediation and development. This is to help prevent pipeline damage, unwarranted crossings, and identify development within proximity to the pipeline that may trigger a pipeline Class upgrade.

Description of Proposed Development

This proposed development is a temporary camp expected to be developed in two phases and in operation for a maximum of six years. Phase 1 will include a capacity of ~100 people and be operational for up to 2 years. Phase 2 will include a total camp capacity of ~414 people, and may be operational for up to 4 more years. The proposed camp is located within the Pipeline Assessment area.

Please refer to **Attachment 01 *Pipeline Assessment Area and Prescribed Area*** for maps that show the proposal in relation to the TC Energy pipeline assessment area and prescribed area, which the following recommendations apply to.

TCEnergy@bastudios.ca

Assessment of Proposed Development

As demonstrated in **Attachment 01 *Pipeline Assessment Area and Prescribed Area***, the subject site intersects with the Pipeline Assessment Area in which portions of the proposed camps are within the Pipeline Assessment Area.

Based on a review of the information provided, **TC Energy has expressed no concerns with this project as proposed, provided the recommendations and requirements outlined below are adhered to**:

Although TC Energy has expressed no objections to the proposed temporary use permit at this time, the proposed work camp intersects with the Pipeline Assessment Area and some features of the proposal may have impacts on the pipeline infrastructure. For example:

- The proposed work camp housing units fall within the Pipeline Assessment Area; TC Energy would like to discuss layout changes with the proponent of this work camp.

In addition to the above items identified, the following requirements must also be adhered to for future development within the vicinity of TC Energy infrastructure. The following list is not exhaustive, and additional requirements may be identified during the written consent approvals process (see details below). If additional work is being considered, we recommend that the details be sent to tcenergy@bastudios.ca for preliminary review and feedback.

Site Planning & Development Requirements

The following requirements must be adhered to for all projects in proximity to TC Energy pipeline infrastructure and should be enforced by the municipality as conditions of approval on land use / zoning, subdivision or development applications. The owner shall ensure through all contracts entered into, that all contractors and subcontractors are aware of and observe the following requirements.

1. To identify the precise alignment of the pipeline on the subject lands, a locate request must be made prior to any ground disturbance taking place. Locate requests can be made online at www.clickbeforeyoudig.com or by calling your local One-Call Centre. Locate requests require 72 hours notice to be completed.
2. Written consent from TC Energy must be obtained before any of the following:
    a) Constructing or installing a facility across, on, along or under a TC Energy pipeline right-of-way. A facility may include, but is not limited to: driveways, roads, access ramps, trails, pathways, utilities, berms, fences/fence posts;
    b) Conducting ground disturbance (excavation or digging) on TC Energy's right-of-way or within 30 metres of the centreline of TC Energy's pipeline (the "Prescribed Area");

c) Driving a vehicle, mobile equipment or machinery across a TC Energy pipeline right-of-way outside the travelled portion of a highway or public road;

d) Using any explosives within 300 metres TC Energy's right-of-way; and

e) Use of TC Energy's Prescribed Area for storage purposes.

Written consent may be obtained online through TC's Canadian Third Party Crossing Application Portal at writtenconsent.tcenergy.com or by calling 1-877-872-5177.

3. Additional requirements for safe planning and development in proximity to the pipeline(s) may be identified based on the site-specific conditions and the proposed project. These requirements can be provided through early collaboration when additional details are sent to TCEnergy@bastudios.ca or when applying through the written consent process identified above. These requirements may include but are not limited to:

    a) Requirements for temporary or permanent fencing along the right-of-way.

    b) Requirements regarding planting and vegetation over the right of way or within 30m of the pipeline (the "prescribed area").

    c) Requirements regarding pathways, sidewalks or roads proposed to cross the right of way or be constructed within 30m of the pipeline (the "prescribed area").

    d) Requirements to maintain the depth of cover over the pipeline which may relate to excavation practices, stormwater management and/or erosion mitigation.

    e) Requirements regarding excavation best practices, for example, areas where hand or hydrovac excavation are mandatory.

    f) Requirements regarding pipeline protection measures resulting from the proposed development project.

4. TC Energy requires the following setbacks be adhered to by landowners, and enforced by the approving authority when considering site plan applications:

    a) No buildings or structures shall be installed anywhere on TC Energy's right-of-way.

    b) Storage of materials and/or equipment on TC Energy's right-of-way is not permitted.

    c) Permanent buildings and structures (i.e. with a foundation or anchored to the ground) shall be located a minimum of seven (7) metres from the edge of the right-of-way, or twelve (12) metres from the edge of the pipeline, whichever is greater.

    d) Temporary buildings and structures (i.e. without a foundation and not anchored to the ground) shall be located a minimum of three (3) metres from the edge of the right-of-way.

    e) A minimum setback of seven (7) metres from the nearest portion of a TC Energy pipeline right-of-way shall also apply to any parking area or loading area, including any parking spaces, loading spaces, stacking spaces, bicycle parking spaces, and any associated drive aisle or driveway.

5. Owners of properties on which TC Energy's right of way exists or abuts shall include notice of the following in all offers of purchase and sale:
    a) Notice of the easement agreement registered against the property which may affect development activities on the property;
    b) Notice of the 30 metre "Prescribed Area" as regulated by the Canada Energy regulator Act;
    c) The number of high-pressure natural gas pipelines within the easement and the location of the easement in relation to development;
    d) The setback for all permanent structures and excavations from the limits of the right-of-way; and,
    e) The local One Call number or www.clickbeforeyoudig.com.
6. As per the requirements of the Canada Energy Regulator, TC Energy is required to monitor all new development that results in an increase in population or employment within the "Pipeline Assessment Area" for their pipelines. Therefore, please keep us informed regarding any additional development within the Pipeline Assessment Area indicated in **Attachment 01** ***Pipeline Assessment Area and Prescribed Area***.

Additional requirements and guidelines for development on or near TC Energy's pipelines and infrastructure are included within **Attachment 02** ***TC Energy Living and Working Near Pipelines***.

Conclusion

Please continue to keep us informed about this project and any future policy, land use, subdivision, and development activities in proximity to TC Energy's pipelines and facilities. Shapefile data of the pipeline assessment area and prescribed area for TC Energy's pipeline network within your municipal boundaries may be provided upon request and signing of a confidentiality agreement. Data requests, referrals, and any questions regarding land use planning and development around pipelines should be sent to tcenergy@bastudios.ca. Thanks again for providing us with the opportunity to provide comments on this project, and we look forward to working with you in the future.

Sincerely,

Monique Cheung
Planning Analyst | BA, MPlan, LEED GA
(778) 223 1231 | mcheung@bastudios.ca
B&A | 2700 – 605 5 Avenue SW | Calgary, AB T2P 3H5| www.bastudios.ca

Attachment 01

Pipeline Assessment Area and Prescribed Area

Coordinate System: NAD 1983 UTM Zone 10N

Geographic Coordinates: -121.3020, 56.0646

Subject Site
Facility Assessment Area (800m)
Pipeline Assessment Area (220m)
First Nation/Métis Settlement
Municipality - Rural
Municipality - Urban
Park/Protected Area
Province
Waterbody

1:200,000

0 1.5 3 4.5 6 kilometres

Date Saved: May 20, 2025

Regional Context

Land Use Amendment

Peace River Regional District

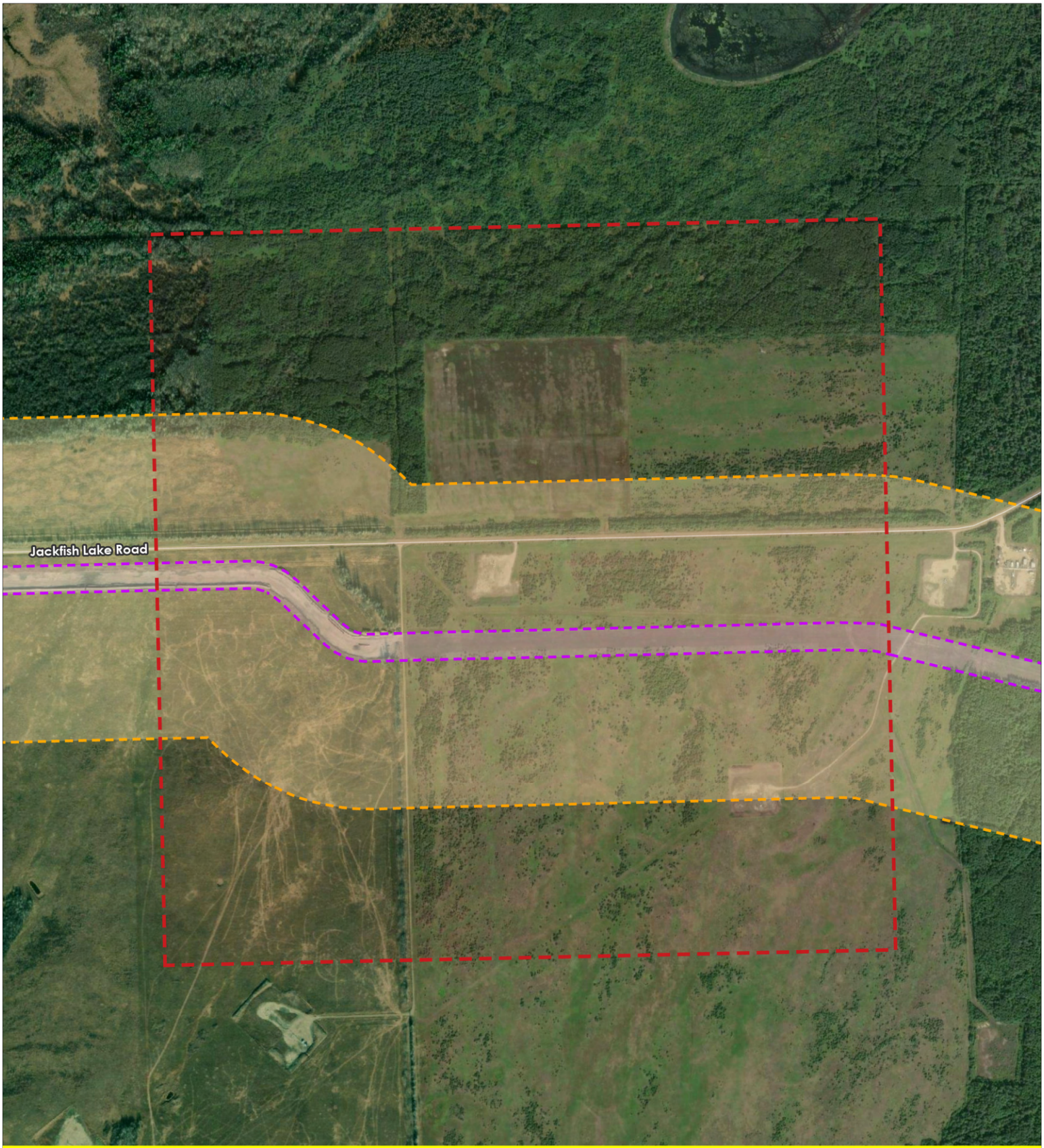
Referral ID: **R250520-001BC**

May 2025

B&A

TC Energy

Map and data are conceptual and for informational and planning purposes only.



PLEASE CONTACT YOUR LOCAL ONE CALL CENTRE (WWW.CLICKBEFOREYOUDIG.COM) FOR ANY GROUND DISTURBANCE WITHIN THE PRESCRIBED AREA AS SHOWN ON THIS MAP.

Coordinate System: NAD 1983 UTM Zone 10N Geographic Coordinates: -121.3020, 56.0646

1:11,250

- Subject Site
- Facility Assessment Area (800m)
- Pipeline Assessment Area (220m)
- Prescribed Area (30m)
- Road
- Municipality - Rural

0 140 280 420 560 metres

Date Saved: May 20, 2025

Local Context

Land Use Amendment

Peace River Regional District

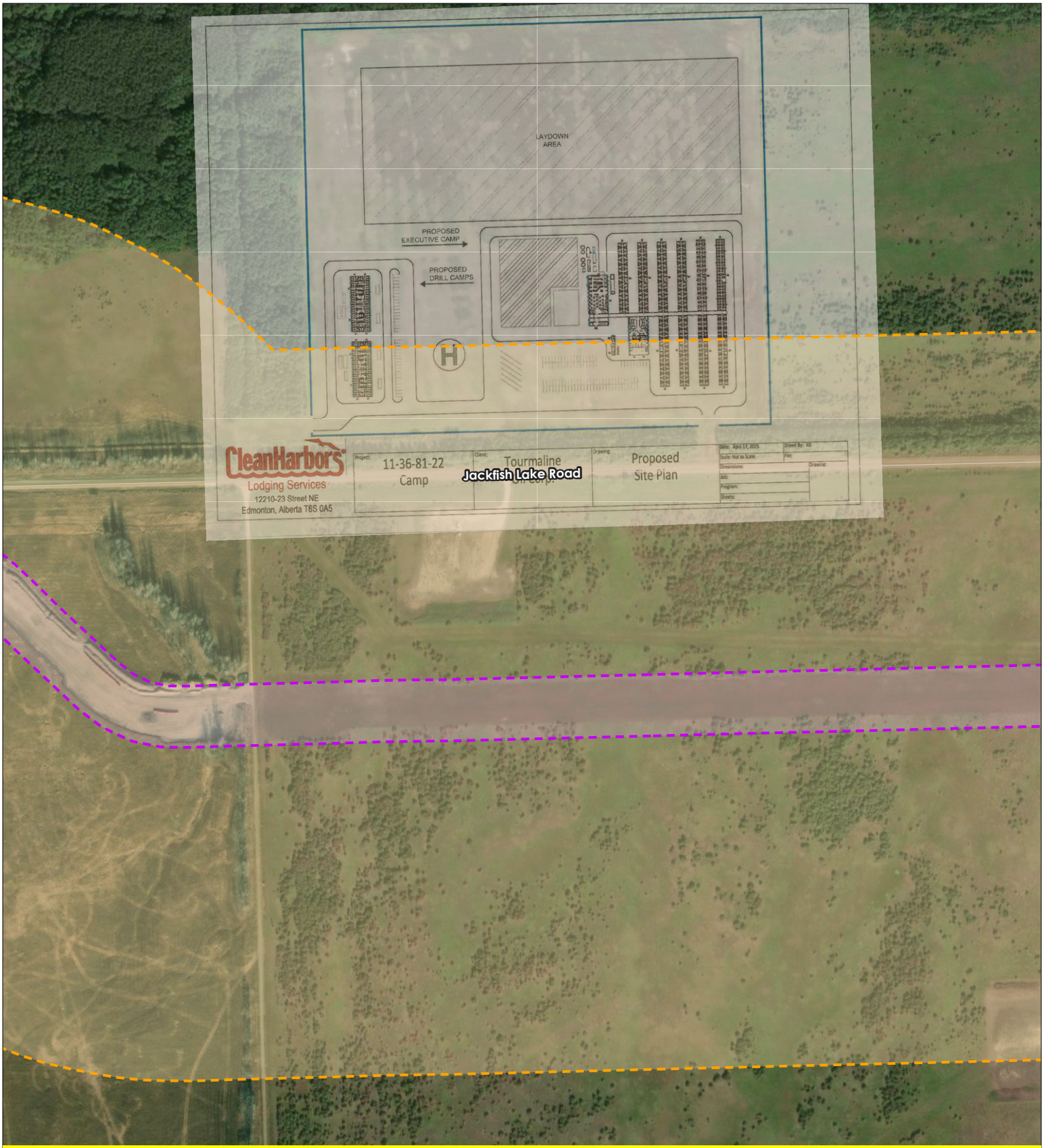
Referral ID: **R250520-001BC**

May 2025

B&A

TC Energy

Map and data are conceptual and for informational and planning purposes only.



PLEASE CONTACT YOUR LOCAL ONE CALL CENTRE (WWW.CLICKBEFOREYOUDIG.COM) FOR ANY GROUND DISTURBANCE WITHIN THE PRESCRIBED AREA AS SHOWN ON THIS MAP.

Coordinate System: NAD 1983 UTM Zone 10N

Geographic Coordinates: -121.3020, 56.0646

1:5,000

- Subject Site
- Facility Assessment Area (800m)
- Pipeline Assessment Area (220m)
- Prescribed Area (30m)
- Road
- Municipality - Rural

0 60 120 180 240 metres

Date Saved: May 20, 2025

Local Context Overlay

Land Use Amendment

Peace River Regional District

Referral ID: **R250520-001BC**

May 2025

B&A

TC Energy

Map and data are conceptual and for informational and planning purposes only.

COMPANY ADDRESS: #2900, 250 - 6th Avenue SW
Calgary, AB T2P 3H7
PHONE NUMBER: (403) 266-5992
FAX NUMBER: (403) 266-5952

May 8, 2025

To: **Peace River Regional District**
P.O. Box 810
1981 Alaska Ave
Dawson Creek, BC
V1G 4H8

Re: **Tourmaline Oil Corp.**
Proposed 414 man camp on private land
DL 189 (NW ¼ 36-81-22 W6M)
Prospect File: PJ54-102-25

Tourmaline Oil Corp. (Tourmaline) is applying for a Temporary Use Permit (TUP) for the purpose of constructing a closed, dry 414 man camp on private land within the NW ¼ 36-81-22 W6M. The site is located within existing clearing. There is no new cut required for the proposed camp, which is located 34 km from Fort St. John BC.

Tourmaline has ongoing development of the Montney formation in Northeastern BC. Tourmaline has substantial mineral holdings in the area and has multi-year plans to develop those minerals. The proposed camp would help facilitate the development of these assets.

Tourmaline requires the ability to house its drilling, completions, facility workers and employees directly in the area of operations. The following outlines the reasons why Tourmaline requires to house its workers in the operational area:

- During winter conditions, the highways and other access roads can be very rough with lots of oilfield traffic. This increases the accident risk to the workers having to commute from Hudson's Hope, Fort St. John and other rural communities. There is limited cell coverage along these access routes and in the even of an accident/incident, emergency response can be challenging. Having a worker camp in the area would mitigate unnecessary risks.

- As a result of the commute times for the majority of workers and the nature of drilling operations being a 24-hour operation, Tourmaline would require to run three, 8-hour drilling crews instead of the standard two, 12-hour crews. This would significantly increase the vehicle trips required to meet the staffing requirements, significantly adding to local and rural transportation infrastructure stress. In addition, this would increase the operational costs incurred by Tourmaline, which ripple effect would impact stakeholders, shareholders and local economy.

- Housing workers at the area of operations allows for better response times in the event of an emergency.

- Tourmaline's dry camp will comply with health and safety policies.

- During times of bad weather, having a camp in the operational area will mitigate the risks to operations and personnel during shift change and will alleviate the need to shut down operations.

The following are additional details with regards to the proposed camp:

Potable Water

Option 1: Potable water will be trucked in and stored on site, via an approved water hauler, and the water will come from an approved source, likely in the town of Chetwynd. Waterworks operating permit(s) and all other water permits, waivers and emergency response and contingency planning reporting will be in place prior to camp opening. Monthly water samples will be taken from different points along the distribution system in the camp and submitted to Northern Health to ensure that the water is within the acceptable parameters. Test results will also be posted on a central bulletin board in the Lodge.

Option 2: Well and storage – If there is a well onsite, several samples will be drawn from the well and sent off to be tested. Once test samples are received back, we will develop a plan to treat the well water, if required, using an approved Potable Water Treatment Plant (PWTP). The treated water will then be stored in storage tanks onsite. When required the water will be distributed throughout the camp. There will be an onsite water tech who will be responsible for monitoring the water being treated/ produced. Monthly water samples will be taken from different points along the distribution system in the camp and submitted to Northern Health to ensure that the water is within the acceptable parameters. Test results will also be posted on a central bulletin board in the Lodge.

Option 3: Last resort - In the alternative, Tourmaline will pull water from an approved source and run the water through an approved PWTP. The treated water would be stored on site and distributed throughout the camp. Waterworks operating permit(s) and all other water permits, waivers and contingency plans will be in place prior to camp opening. Monthly water samples will be taken from different points along the distribution system in the camp and submitted to Northern Health to ensure that the water is within the acceptable parameters. Test results will also be posted on a central bulletin board in the Lodge.

Sewage/ Wastewater

Option 1: The first option would be to have an onsite Wastewater Treatment Plant (WWTP) to process the wastewater from the camp operations. Once processed, the wastewater will be discharged into an approved drainage field. We will engage an engineering firm that is well versed in the design, construction and commissioning of a sceptic field in the province of BC. There will be an onsite Wastewater Operator that will ensure proper functioning of the WWTP at all times. All permits will be in place for an Industrial Camp Sewage System prior to the camp opening.

Option 2: The secondary option would be to install wastewater storage tanks onsite. The sewer will be collected and hauled off site to a pre-approved Treatment Facility likely in the town of Chetwynd. Permitting through Northern Health and other governing bodies will be in place prior to camp opening.

Solid Waste

Garbage produced from the camps will be contained in sealed, animal proof, steel bins provided by a local waste management company, that in turn will transport garbage to an approved local landfill site.

Recycling bins will also be on site. Once the bin is full, the cardboard recycling will be delivered to the Recycle-It Resource Recovery center at the nearest local provider.

Transportation

A meeting was held with the Ministry of Transportation and Infrastructure on April 14, 2025, where the traffic impacts on the local areas and communities were discussed. The location was reviewed with the ministry, and information was provided on work locations and daily expected trips. As a result, the Ministry has requested that a Transportation Technical Memo be prepared in lieu of ta Traffic Impact Assessment. Please see the attached Transportation Technical Memo.

Housing

Tourmaline's rig campsite consists of 25 portable units, water tanks, generators, propane, light towers and sewage treatment system. Contained within the 25 units is accommodation for sleeping along with kitchen, dining and washroom facilities for approximately 414 workers and staff. Please see the included Lodge Rules for additional information.

Communication

Tourmaline's camp would use Starlink Internet and a cellular signal booster tower to help facilitate communication in the area. Contractors and employees are also equipped with radio communications. There will be minimal impact to local communication infrastructure.

Security

As Tourmaline's operations are managed 24 hours, the camp will be manned continually and will not require the need for onsite security. All of the workers will be directly or indirectly employed by Tourmaline. Since the camp is dry, any potential issues with drugs or alcohol consumption will be removed. Tourmaline will impose a No Weapons Policy, which includes the prohibition of hunting. As the camp is located on remote, privately owned land, Tourmaline does not anticipate any issues requiring a police response. Sign-in and sign-out policy will be in place with a mandatory Site Orientation that will be agreed to and signed by all camp occupants. Camp Rules will be placed on a central bulletin board in the Lodge.

Social

Tourmaline will have one onsite medic at the drilling rig 24 hours a day. The medic will be qualified to handle most minor procedures and will be capable of evaluating patients, making any medical decisions, and will seek further medical attention when required. The camp will have a designated heli pad to accommodate any emergencies that may require helicopter transportation.

BC Assessment

Notice of the proposed camp has been sent to the BC assessment office. The notification included the following:

- Size of the camp
- Legal Location (address and PID)
- Intention to apply for a TUP with the Peace River Regional District

We hope that the above satisfies any questions that you might have with respect to Tourmaline's proposed camp. For further information regarding the proposed project, please contact:

Dwayne English, Civil Construction Manager [redacted]
Email: [redacted]

Gord MacLean, Drilling Superintendent, [redacted]
Email: [redacted]

Tourmaline 24-Hour, Toll-Free Emergency Number: (877) 504-4252

Thank you for your consideration.

Yours truly,

Tourmaline Oil Corp.

[redacted]

For: Dwayne English
Civil Construction Manager

Lodge Rules and Site Orientation

The following information is to be reviewed and signed off as understood by the room occupant at the time of check in. Failure to sign off will result in no room being issued. Failure to comply with the lodge rules may result in removal from lodge.

LODGE RULES

1. **Drugs, Drug Paraphernalia, and Alcohol are strictly prohibited.**
   Tourmaline Lodge has been designated as a "dry" (alcohol and drug free) facility. The following are strictly prohibited for all workers, residents, and visitors: use, possession, distribution, offering or sale of alcoholic beverages; use, possession, distribution, offering or sale of marijuana, cannabis (including synthetic) and all derivatives, in any form; and use, possession, distribution, offering or sale of any substances, illicit drugs, illicit drug paraphernalia, or un-prescribed drugs for which a prescription is legally required in Canada. Failure to comply with or ignoring this policy will result at a minimum, in loss of Clean Harbors' site privileges.
2. All guests are required to **CHECK OUT by 7:00am for day shift and 3:00pm for night shift.** Please check out with the Lodge Manager and return any issued room keys at this time.
3. **Day Shift Check in time is 4:00p.m (If a guest room is available earlier than 4pm, then a guest can check in). Night shifts check in time is 10:00am.** Please check in with the Lodge Manager-who will assign you your room. Room keys will be offered at this time and you will be asked to sign out or decline. Any keys lost or not returned will be charged a $15.00 replacement fee.
4. All visitors of lodge residents must sign into the facility with the Lodge Manager.
5. No visitors after 10:00 p.m. Overnight visitors are not allowed.
6. No pets of any type are allowed in the lodge at any time.
7. Parking is permitted in designated areas only. Any vehicles parked improperly or unregistered may be towed or impounded at the guest's expense.
8. Outside footwear **MUST** be removed at the main designated entrance(s).
9. **Dining Room / Bag Up Area**: No bare feet (must wear socks or indoor shoes), hats or head wear, workout clothes, coveralls, PPE, backpacks, and take-out containers are not permitted in these areas. Proper attire must be worn. Consult the Lodge Manager or Tourmaline Management if you have any further questions.
10. **Timing Out/ Rooms on Hold.** If you are leaving the lodge for 24hrs, you must check out of your room and return your key to the Lodge Manager or Lodge staff. We may not have enough rooms to hold them.
11. Clean Harbors expects that no loud, irritating or disturbing noise or sounds originate or occur on a continual basis in the guest accommodation areas. Residents and visitors must show respect regarding personal electronic devices like computers, radios, TVs, loudspeakers, or similar devices by not engaging in loud or disruptive conversation or other behavior. Please respect night shift employees who sleep during the day.
    Quiet time in all rooms and other areas of the lodge is between 10pm – 5am and 10am – 5pm ("quiet times"). Excessive noise will not be tolerated.
12. Harassment of any kind will not be tolerated. Offenders will be removed from the lodge immediately. Clean Harbors practices and enforces a zero-tolerance policy in all areas of the facility. This includes, but is not limited to, verbal, physical, or sexual harassment and abuse, vandalism, or illegal drugs. This will result in immediate removal from the property and loss of lodging privileges.
13. HSE concerns are to be reported using the Clean Harbors/ Tourmaline Near Miss/Hazard ID reporting cards. Please submit any concerns to the Lodge Manager.
14. Sharps containers will be located in the washrooms of the lodge. Improper disposal of sharps will result in loss of lodging privileges. If a sharps container requires servicing, please let the Lodge Manager know.
15. Firearms or Weapons - Possession of firearms or weapons, including anything that could be used, intended, or capable of causing death or bodily, including firearms or weapons in vehicles; is strictly prohibited**.** Failure to comply will result in loss of lodging privileges.

Lodge Rules and Site Orientation – continued

16. **NO SMOKING** rules will adhere to BC Tobacco and Vapour Products Control Act. A copy is available at the office. Smoking/E-Cigarettes are prohibited throughout the facility except for designated smoking areas. Any person found smoking/vaping in a non-smoking area will be subject to loss of their lodging privileges. The use and possession of Hookahs & Shishas is strictly prohibited on site.
17. The burning of candles and incense is strictly prohibited as they are fire hazards. It is strictly prohibited to place fabric softener sheets in the baseboard heaters or to create any potential fire hazards by open flame or flammables. Failure to comply will result in loss of lodging privileges..
18. No electric cooking appliances are allowed in guest rooms, like steamers, rice cookers, slow cookers, hot plates or microwaves. No food is to be prepared in any guest room that requires an appliance or an open flame.
19. Vehicles must be kept free of wildlife attractants like garbage, pop containers, and any food items.
20. Clean Harbors Lodging Services is not responsible for lost or stolen articles. You are responsible to **SECURE YOUR ROOM & YOUR VEHICLE.** It is recommended that you do not leave valuables in your room while at work or in your vehicle unattended.
21. Please use the designated MAIN entrance only. All other doors are for **EMERGENCY EXIT ONLY**! Please do not use the emergency exits to go smoke or vape. The doors are also to remain closed to deter wild animals from entering the facility.
22. **SEARCHES.** The facilities, guest rooms and vehicles are subject to periodic searches , which may include the use of canines. This may result in the search of personal belongings where there is reasonable cause to do so. All searches will be conducted by two individuals and in accordance with Tourmaline's Drug Interdiction Procedure.
23. If you have any issues with your internet or television services, please contact the Lodge Manager or hospitality staff. DO NOT try to fix the issues by tampering with the equipment, as the systems are being monitored. Failure to comply may result in loss of lodging privileges..
24. **RESERVATION CHANGES.** If there are any changes to your reservation shift or dates (ex: Day to Night Shift, overtime, or early departure), please reconfirm all changes with the Lodge Manager to ensure that the update has been communicated. Your company could be billed back for any no-shows.
25. **HOUSE-KEEPING.** All bathrooms and the kitchen will receive daily cleaning. Comprehensive janitorial services, including—but not limited to—cleaning all bedrooms, hallways, common areas, and the outside perimeter every other day. For stays scheduled for longer than 7 days, full cleaning with linen changes will be provided on a weekly basis. Bedding and linens will be replaced on a change of occupancy.
26. You are welcome to utilize the laundry machines if you would like fresh linens more often.
27. Please do not wash soiled coveralls in dorm laundry facilities.
28. **Parking:** Powered parking rails may be available for your use. We ask that heavy units have spotters to back up. Please do not keep any food waste in truck boxes (wildlife attractant). Parking is at your own risk.
29. Please report/ clean up any spills and put contaminated items in the waste bins onsite.

Lodge Rules and Site Orientation Acknowledgement

I agree, it is my responsibility to examine my room and report any damages at move into the Lodge Manager within 24 hours of occupancy.

I agree that Clean Harbors Lodging Services is not responsible for any lost or stolen articles, and that it is my responsibility to lock my room and vehicle.

I agree to allow entry into my room by housekeeping on a daily basis, and I agree to allow entry into my room on a weekly basis, for the purposes of hygiene, health and safety inspections, as well as maintenance inspections. I further agree to allow entry into my room for routine and emergency maintenance work. I agree that my room and vehicle are subject to inspection for prohibited items at any time, possibly with the use of trained canines. I understand that this may result in the search of personal belongings where there is reasonable cause to do so.

I have read and understand the above information and will comply with all rules and regulations of the camp. I have read and understand the Tourmaline Lodge rules and site orientation. I agree that if I violate any of the rules or procedures, I may be instructed to vacate the premises.

Topics Discussed:

- Lodge Rules
- Emergency Procedures
- Harassment
- Wildlife Awareness
- Dining Room Etiquette
- Drug and Alcohol Policy
- Smoking Policy
- Firearms and Weapons Policy

Please answer the following question by circling Yes or No.

Are you aware of any condition that would prevent you from, hearing, responding, and safely evacuating this lodge, in the event of an emergency?

YES **NO**

If yes, please indicate the condition:

_____

_____

_____ _____

Name (please print) Date (DD/MM/YY)

_____ _____

Signature Lodge Manager Initials

Lodge Rules and Site Orientation

Causes for immediate eviction:

- **Alcohol or Drugs on site or in the lodge.**
- **Under the influence of Alcohol or Drugs**
- **Verbal abuse or profane language**
- **Fighting or aggressive behaviour**
- **Theft or abuse of property**
- **Discrimination or Harassment**
- **Urination anywhere but washrooms**
- **Possession of firearms or weapons, including in vehicles**
- **Smoking anywhere except in designated areas**
- **Tampering with any fire protection or safety equipment**
- **Refusal to participate in fire drills**

Emergency Procedures

- ***In any type of emergency, please notify the Lodge Manager or staff so they can direct and assist.***
- ***In the event of a fire, pull the nearest pull station, evacuate the building at the nearest exit and report to the nearest muster point. Call Tourmaline Onsite Contact. Phone #: TBC***
- ***Familiarize yourself with the Emergency Response Plan located at the back of your room door.***
- ***In the event of an alarm go directly to the MUSTER POINT located at the vehicle parking lot.***
- ***In the event of a serious medical emergency call Field Medics On-Call #- TBC, otherwise locate the Lodge Manager***

Emergency Contacts

• **MTC's/ Medics**	**Call Field Medics On-Call #- TBC**
• Fire	1-250-788-2424
• RCMP	1-250-788-9221
• Forest Fires (Report)	1-800-663-5555
• Fish & Wildlife	1-250-774-5555
• Lodge Manager	Cell Number (TBC)
• Clean Harbors Lodging Liaison	TBC
• Tourmaline Lodge Coordinator	TBC

Harassment

Clean Harbors Lodging Services will not tolerate harassment of any kind. In keeping with the company's harassment policy any staff member, subcontractor, client or visitor who experiences any form of harassment must immediately report it to their supervisor or Tourmaline Lodge Manager.

Wildlife Awareness

Tourmaline Lodge could experience problems with wildlife roaming around the lodge area, for this reason staff and guests are to adhere to the following:

- Please do not litter
- All garbage containers must be kept closed
- Food should not be stored in vehicles
- Always be on the lookout for Wildlife
- DO NOT FEED ANY WILDLIFE

If a bear is spotted in or around the lodge avoid it and contact the Lodge Manager who will then contact Tourmaline Reps/ Fish & Wildlife

Dining Room Hours

- Breakfast Service 5:00 a.m. - 8:00 a.m.
- Lunch Service 12:00 a.m. – 1:00p.m.
- Dinner Service 5:00 p.m. - 8:00 p.m.
- To order late dinner plates please contact the Lodge Manager
- Hot and cold beverages, bag lunches and light snacks available 24 hours

May 06, 2025

Our File: 2341-21938-00

Dwayne English, CET
Civil Construction Manager
Tourmaline Oil Corp.

Re: Traffic Technical Memo - Jackfish Lake Road, Chetwynd BC

1. Introduction

1.1. BACKGROUND

To assist with the application of a temporary use permit, McElhanney Ltd. (McElhanney) has been retained by Tourmaline Oil Corp. (Tourmaline) to complete a technical memo outlining the traffic conditions for a proposed 414-man camp that will support oil drilling operations. The proposed camp is located off Del Rio Road (via Jackfish Lake Road), approximately 50km north of Chetwynd, BC (illustrated in Figure 1).

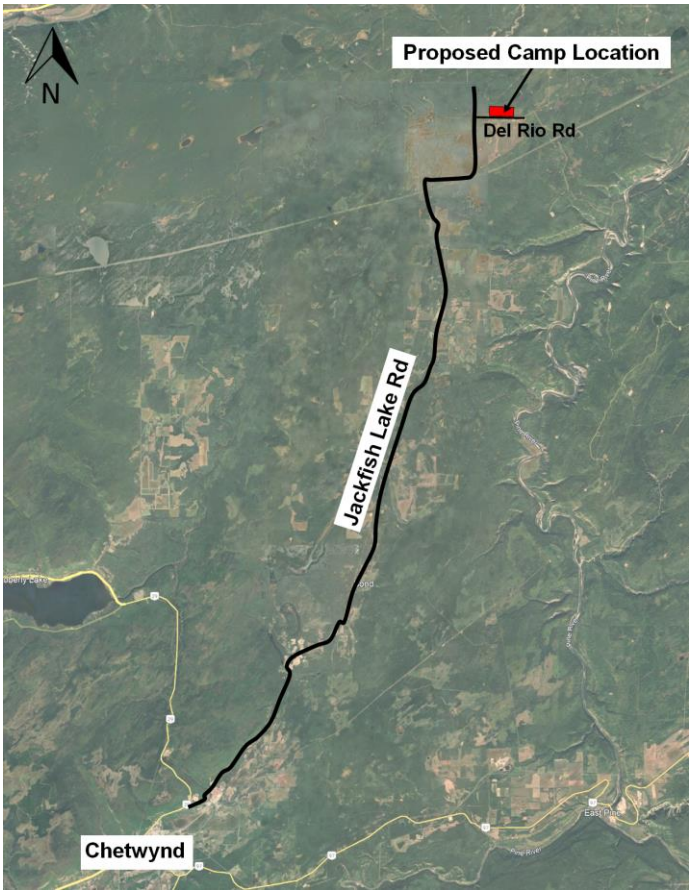


Figure 1: Proposed Camp Location

The Ministry of Transportation and Transit (MoTT) and the Peace River Regional District (PRRD) requested a technical memo to summarize the estimated trip generation/distribution of the 414-man camp, provide a review of the development access sight lines, and identify signage requirements.

1.2. SITE CONTEXT

The camp will be located on private land, and will be accessed from Del Rio Road, (~1km east of Jackfish Lake Road). Del Rio Road is a two-lane rural road with gravel surfacing and a posted speed of 60km/h. The site is already clear from vegetation as it was previously used for a camp, which has since been decommissioned. The study area is illustrated in Figure 2 and the proposed camp site plan (dated April 17, 2025), is illustrated in Figure 3.

Figure 2: Study Area

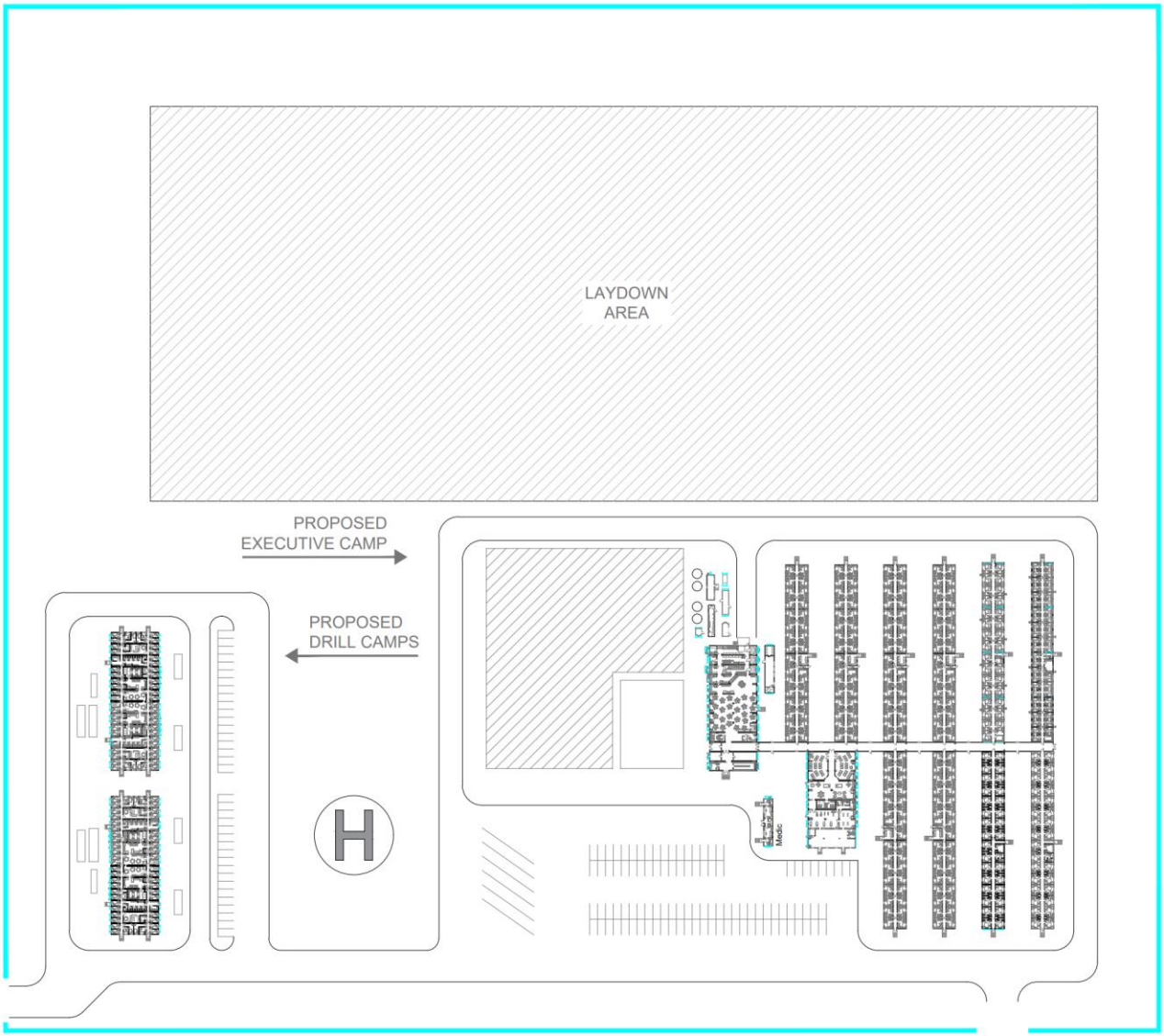


Figure 3: Proposed Camp Site Plan (Source: Clean Harbours Lodging Services)

2. Trip Generation and Distribution

The following sections provide a summary of the traffic patterns that can be expected from the proposed camp, including the distribution of trips to/from the camp site and the number of vehicle trips generated.

2.1. TRIP GENERATION

The Trip Generation Manual (11th Edition) from the Institute of Transportation Engineers (ITE) does not provide specific data on trip generation for industrial camps. The number of vehicle trips was instead estimated from discussions with Tourmaline, based on the number of camp users and support vehicles expected to travel to/from the camp. The trip generation assumptions for the camp are as follows.

General Assumptions:

- The camp is expected to be developed in two phases, and operate for a maximum of six years total:
    - Phase One, which will include a capacity of ~100 people and be operational for up to two years.
    - Phase Two, which will include a total camp capacity of ~414 people, and may be operational for up to four more years (six years total).
- As the traffic generated by the camp is expected to be low, the remainder of the analysis will estimate the traffic generated at peak camp operations (i.e., 414 people during Phase Two).
- In addition to the camp, there will also be a laydown area for equipment/material, such as pipe, or facility equipment. The laydown will be located directly adjacent to the camp and will be accessed from Del Rio Road via the two camp accesses (refer to Figure 3).

Camp Staff:

- An estimated total of 45 staff/admin maintain/operate the camp during the peak operations, 10 of which are assumed to commute to/from Chetwynd, and 35 of which will stay in the camp.
- The 35 camp staff will occupy some of the 414 beds, which will reduce the total number of beds available for residents/workers. These staff will typically stay on site during their shifts and are expected to generate negligible traffic in the peak hours.
- The vehicles generated by the staff are assumed to be primarily entering the camp during the AM peak hour and exiting during the PM peak hour.

Camp Residents/Workers:

- The number of available beds for camp residents/workers is 379 at peak capacity (414 total beds, minus the 35 occupied by camp staff).
- The camp will operate on two-week rotations, with two 12-hour shifts per day. The camp rotations will likely not occur during peak hours and are not expected to cause congestion or otherwise.
- Once workers are at the camp, they will bus to/from the worksites and are not expected to drive personal vehicles. A small number of medical, senior, and other support staff will likely use individual vehicles.
- These vehicles are assumed to have an equal enter/exit distribution for both the AM and PM peak hours, due to the two 12-hour shifts, and people entering/exiting the camp for each shift.

Support Vehicles, Deliveries, and Other Vehicles:

- Tourmaline estimated up to 20 vehicles per day would provide deliveries to the laydown area adjacent to the camp. As a conservative estimate, it was assumed that these trips would consist of a maximum of 5vph, during the peak hours.
- Tourmaline estimated 3-5 trips/day would be generated by camp visitors and deliveries, such as water trucks or maintenance supplies. It was conservatively estimated that these trips would consist of a maximum of 5vph during the peak hours.
- Aside from those assumed to occur during the peak hours, the trips are expected to occur largely outside the peak hours and thus will not impact surrounding road operations to a significant degree.

These trips were assumed to have an equal entering/exiting distribution for both the AM and PM peak hours (i.e., delivery vehicles enter, unload, and then exit without any other business at the camp).

In general, the largest traffic generators travelling to/from the camp are expected to be commuting workers in buses. Based on the above rationale, Tourmaline estimated that peak hour traffic volumes will be a maximum of 50vph during peak camp operations, though the volumes will likely be lower during typical conditions. The estimated peak hour volumes are shown in Table 1 and Table 2.

Table 1: Estimated AM Peak Hour Trip Generation Volumes

Use Type	Directional Distribution		New Trips (vph)	
	Entering	Exiting	Entering	Exiting
Laydown Operations	50%	50%	5	5
Camp Deliveries and Support	50%	50%	5	5
Staff and Administrators	90%	10%	9	1
Workers/Residents/Buses	50%	50%	10	10
AM Total			**29**	**21**

Table 2: Estimated PM Peak Hour Trip Generation Volumes

Use Type	Directional Distribution		New Trips (vph)	
	Entering	Exiting	Entering	Exiting
Laydown Operations	50%	50%	5	5
Deliveries & Camp Support	50%	50%	5	5
Staff and Administrators	10%	90%	1	9
Workers/Residents/Buses	50%	50%	10	10
PM Total			**21**	**29**

2.2. TRIP DISTRIBUTION

The trip distribution was estimated from discussions with Tourmaline, in consideration of the location of the work sites from the camp. The sites are distributed primarily south-east of the proposed camp and will be accessed via private roads. The potential work sites are illustrated in blue in Figure 4.

For each daily shift, the workers will bus between the camp (highlighted with orange in Figure 4), and the work sites (drilling sites, and the main plant facility, highlighted in blue). The main plant facility directly south of the camp will require the most workers (approximately 150-200). As a result of the location of the work sites, the camp residents will generate minimal traffic on the road network during operations, as travel to/from each site requires minimal use of the public roads.

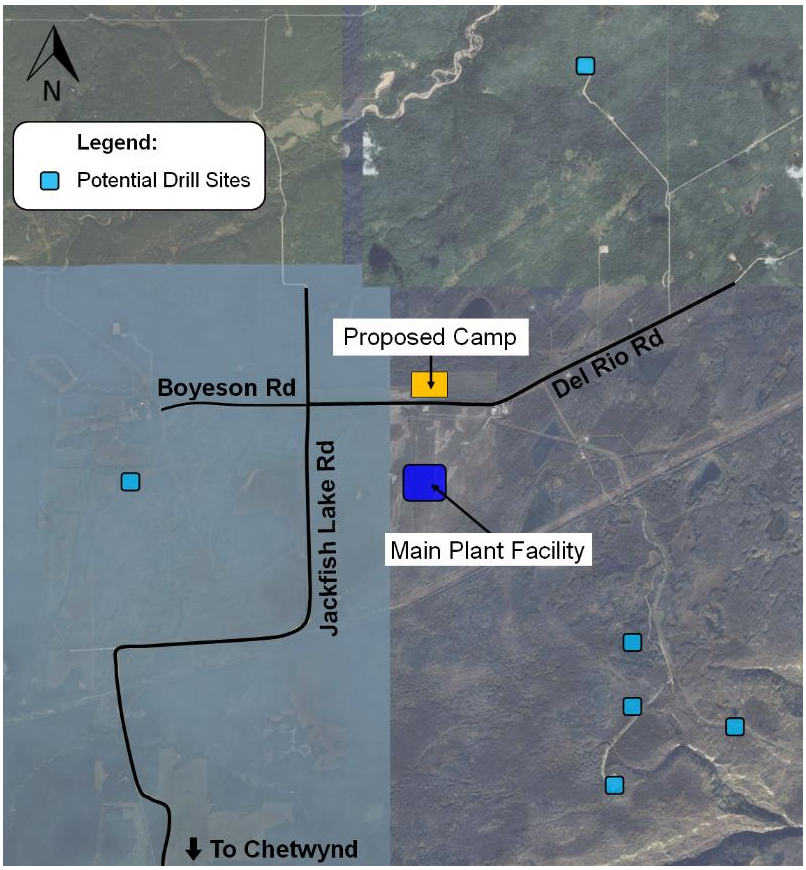


Figure 4: Work Site Locations Relative to Proposed Camp

The only route to access the camp and surrounding area is via Jackfish Lake Road from Chetwynd. Delivery vehicles, support vehicles, visitors, and camp staff will travel to/from this direction to the camp, as well as workers for their two-week rotation.

Based on the traffic generated by the camp and the estimated trip distribution patterns, there is expected to be ~30vph entering/exiting from the west towards Jackfish Lake Road, and ~20vph entering/exiting from the south and/or east in each peak hour. In general, the traffic volumes are expected to have a negligible impact on Del Rio Road and Jackfish Lake Road, and the roads are expected to operate without significant congestion or delays with the increased camp traffic volumes, particularly given the rural nature of the area and the expected low background traffic volumes.

3. SIGHT DISTANCE ANALYSIS

A desktop sight distance assessment for each of the access locations was completed by Caltech using LiDAR data. The assessment assumed a viewpoint ~1.5m off the ground at each access location, to an observed point 1.5m above the ground where visibility is lost in each direction. This differs slightly from TAC methodology (with heights of 1.08m and 1.3m respectively), however, given the nature of the area and the larger vehicles expected, 1.5m will provide a good basis for identifying potential issues. Site photos were also taken during a field visit by Tourmaline staff in April 2025. The sight distances for each access are provided in Table 3.

Table 3: Measured Sight Distances.

Location	Available Sight Distance	
	Looking East (Left)	Looking West (Right)
West Access and Del Rio Road	~390m	>500m
East Access and Del Rio Road	~400m	~365m

The available sight distances were compared to the Transportation Association of Canada (TAC) Geometric Design Guide for Canadian Roads. The TAC criteria for 60km/h road speeds and grades of 3% or less are as follows (Table 4):

Table 4: TAC Sight Distance Criteria (60km/h)

TAC Criteria (60km/h Speeds)	Minimum Sight Distance (m)
Stopping Sight Distance	85m
Intersection Turning Sight Distance	190m
Decision Sight Distance (Condition A)	95m
Decision Sight Distance (Condition C)	145m

The sight distances at each access location exceed the TAC criteria looking in both directions. The sight lines for each access location are shown in Figure 5 and Figure 6 below.

Figure 5: Sight Lines at Western Access and Del Rio Road

Figure 6: Sight Lines at Eastern Access and Del Rio Road

4. Access Geometry

The selection of a design vehicle for camp operations was based on evaluating the largest vehicles expected to regularly use the accesses. Considering the anticipated activities (delivery trucks, water trucks, sewage trucks etc.) it is expected that oilfield trucks will be the largest frequent vehicle, with possible oversized vehicles during mobilization of the camp buildings. The access geometry should be designed to suit the turning movements for these vehicles as discussed below.

For the access operations, the largest vehicle with frequent/daily entry (e.g., an oilfield truck) must be able to enter each access while another vehicle is waiting at the stop bar to exit. Over tracking for outbound movements is considered acceptable, if necessary, as truck drivers needing additional space would not attempt to turn until traffic was clear in both directions.

To determine conceptual access geometry requirements for the typical design vehicle, a turning path analysis was completed based on existing aerial imagery, and an estimation of the available road/access widths. Del Rio Road was measured to be ~8m wide, and each existing access from the previous camp (which has since been decommissioned, though the accesses appear to generally still exist) were measured to be a maximum of ~20m wide.

The turning movements for a typical oilfield truck (with an overall length of 40ft, or ~12m) were compared to the standard vehicles from the BC Supplement to TAC Guidelines, to provide equivalent vehicle tracking parameters that are readily available. The oilfield truck is expected to perform better than a WB-15 Tractor Semi-Trailer (Figure 5). The turning path analysis was therefore completed using the standard WB-15 design vehicle.

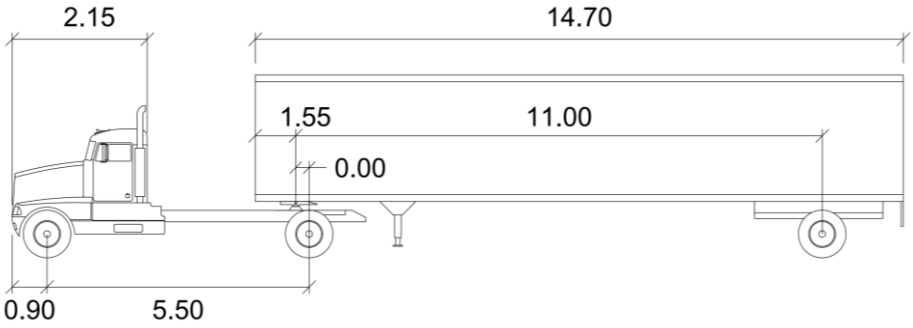


Figure 7: WB-15 Design Vehicle Dimensions

The turning movements for a WB-15 for the camp access locations on Del Rio Road are provided in ***Appendix A***. Based on the turning path analysis, the most frequent large vehicles (oil field trucks) are only expected to require a 12metre wide access, so the existing 20 metre access should be more than sufficient.

For infrequent oversized vehicles (such as during camp mobilization), these vehicles may require the full road/access width for entry, with traffic control in place for other road users as necessary.

5. Signage Requirements

To alert other traffic on Del Rio Road to the potential for heavy vehicles turning at the camp accesses (particularly relevant with the proposed laydown area), W-317 “Truck Crossing” signs should be installed 135m in advance of each access, in each direction. A W-317-R sign (see right) should be installed facing westbound traffic, and a W-317-L should be installed facing eastbound traffic. When the accesses are not in use (i.e., during extended periods of non-work), the signs should be covered or removed.

W-317-R “Truck Crossing”

A stop sign should also be installed at each of the two camp accesses, for vehicles entering Del Rio Road.

6. Summary and Conclusion

To assist with the application of a temporary use permit, Tourmaline has retained McElhanney to complete a traffic memo, outlining the traffic conditions for a proposed camp which is expected to house 414 people during peak operations, for up to six years. The proposed camp is located ~50km north of Chetwynd BC on Del Rio Road, at the site of a previous camp from a few years ago. The analysis and findings of the memo are summarized below:

- Based on the expected trip distribution patterns and the traffic generated from the camp, the camp is expected to have a negligible impact to the traffic volumes on Del Rio Road and Jackfish Lake Road. Specifically:
  - The camp is expected to generate a maximum of 50vph during the AM and PM peak hours (based on commuting workers, the adjacent laydown area, and any camp visitors/deliveries). Other vehicle trips generated, such as camp worker rotations, and other camp visitors/deliveries, are expected to occur outside of the peak hours.
  - Most of the work sites are near the camp, requiring minimal travel on the existing road network. Workers will bus between the work sites and the camp for each shift. Delivery trucks and visitors will access the camp via Chetwynd to the south, along Jackfish Lake Road.

- The sight distance analysis confirmed that the available sight lines at each of the access locations more than satisfy all TAC sight distance criteria, looking in both directions.

- The access widths from the previous camp were measured to be a maximum of 20m. Based on the turning path analysis, the most frequent large vehicles (oil field trucks) are only expected to require a 12-metre wide access, so the existing 20-metre access should be more than sufficient. The accesses should be designed to accommodate the following:
  - The largest typical/frequent vehicle (an oilfield truck) should be able to enter each access while another vehicle is waiting to exit at the stop bar. Over-tracking for exiting vehicles is considered acceptable, as truck drivers needing additional room would not attempt to turn until traffic was clear in both directions. The turning analysis can be seen in Appendix A.
  - Infrequent oversize trucks (such as during camp mobilization) may require the entire road/access width for entry into the camp, with traffic control for other road users as necessary.

- W-317-R/L signage should be installed 135m in advance of each access, in each direction.

- Stop signs should be installed at each camp access, for vehicles entering Del Rio Road.

7. Closing

This traffic technical memo has been prepared by McElhanney Ltd. (McElhanney) for the benefit Tourmaline Oil Corp., the Peace River Regional District, and the Ministry of Transportation and Transit. The information and data contained herein represent McElhanney's best professional judgment considering the knowledge and information available to McElhanney at the time of preparation.

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Yours truly,

McElhanney Ltd.

[redacted]

Caleb Marttinen, EIT
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778-693-2219

[redacted]

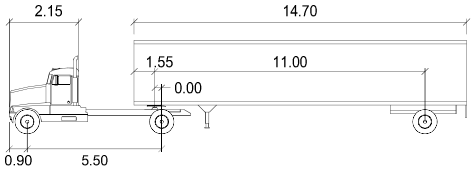
Senior Transportation Engineer
778-693-2199

[redacted]

PERMIT TO PRACTICE
McElhanney Ltd.
PERMIT NUMBER: 1003299
Engineers and Geoscientists of BC

Attachments:

Appendix A – Turning Path Templates



WB-15 (BC)

	meters		
Tractor Width	: 2.60	Lock to Lock Time	: 6.0
Trailer Width	: 2.60	Steering Angle	: 26.1
Tractor Track	: 2.60	Articulating Angle	: 70.0
Trailer Track	: 2.60		

Original Drawing Size: (560mm x 864mm)

McElhanney
12 - 556 North Nechako Road,
Prince George BC V2K 1A1
Tel. 250 561 2229

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FOR DISCUSSION ONLY

0 7.5 15 Meters

TOURMALINE OIL CORP.
JACKFISH LAKE ROAD CAMP ACCESS
TURNING GEOMETRY SKETCH PLAN

PROJECT No. 2341-21938-00

DATE: 2025-05-05

TOURMALINE OIL CORP.

PROPOSED CAMPSITE IN DL 189 (11-36-81-22)

AMS # 100120871

Schedule 'A' Assessment

Date of Report: March 14, 2025

Report Prepared by

Prospect Environmental Services Ltd.
10514 87 Ave | Fort St, John, BC | V1J 5K7
Phone: 250.787.2163 | Fax: 250.787.2164

Executive Summary

Tourmaline Oil Corp. (the Proponent) commissioned Prospect Environmental Services Ltd. (Prospect) to complete the required Schedule A assessment for a proposed campsite — herein referred to as "the proposed development".

The assessment at Proposed Campsite in DL 189 (11-36-81-22) was completed on February 12, 2025, to collect and review the required data to provide recommendations and guidance based on the requirements set forth within the Delegation Agreement (ALC and OGC, 2017) for a Schedule A assessment for areas within the Agricultural Land Reserve.

The objective of this assessment was for the proposed development to meet Schedule A requirements set forth within the Delegation Agreement, including the area assessment, pre-development site assessment, soil conservation and water management and reclamation planning. The table below provides a summary of the findings discussed within this report. The statements within this executive summary must be reviewed and executed in conjunction with the remainder of this report.

Category	**Assessment Summary**	**Discussion**
Appendix I - *ALC Act Application*	Is not exempt from a non-farm use application as the proposed development meets Item 5 of Appendix I.	An application is required to be submitted to the Ministry of Agriculture (MOA) and the Peace River Regional District (PRRD).
Appendix II	The proposed development is located within Appendix II items: • 5, uncultivated land	Appendix II rationale is presented in the Introduction section below, and the Appendix II table is appended for reference.
Soil	Topsoil across the entire proposed development consisted of a brown, silt loam Ap horizon. Subsoil consisted of a grey brown, silty clay loam Bt horizon.	The first lift is recommended to be stripped to colour change following the depths and volumes outlined in the appended Soil Stripping Recommendations and Volumes table. The second lift will consist of the Bt subsoil horizon, with a recommended stripping depth of 10-15 centimetres (cm). In addition, a qualified professional (QP) is recommended to be onsite during soil handling and storage activities to ensure restoration meets Schedule B requirements under the Delegation Agreement.
Land Use	The current land use of the proposed development consisted of hayland.	Restoration of the campsite is recommended to be completed in consultation with the landowner(s) to be reflective of current land uses, including in areas of watercourses. Consultation with landowner(s) should be completed in relation to selection of seeds and replacement of any effected farming structures (fencing, gates etc.). Soils must be handled utilizing best management practices that avoids admixing, compaction, erosion or overall degradation of soil health through the proposed development area.
Invasive Plants	No invasive species were observed; however, the assessment was limited due to snow cover (15-50 cm).	General best management practices regarding invasive plant control are provided in Recommendations below.
Topography and Surface Features	Slight to moderate wind and water erosion potential was observed for the entire development due to open high wind area with dry silty soils.	Care should be taken to manage surface water to minimize erosion potentials. Wind erosion controls may need to be added in consultation with a QP.

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Agricultural Land Commission Act (ALC Act) 1
BC Energy Regulator (BCER) 1
British Columbia (BC) 5
Centimetre(s) (cm) 2
Energy Resource Activities Act (ERAA) 5
Environmental Protection and Management Regulation (EPMR) 4
Hectare(s) (ha) 3
Invasive Species Council of BC (ISCBC) 5
Kilometre(s) (km) 2
Metre(s) (m) 4
Oil and Gas Commission (OGC) 4
Peace River Regional District (PRRD) 5
Pre-Construction Environmental Assessment (PCEA) 1
Prospect Environmental Services Ltd. (Prospect) 1
Tourmaline Oil Corp. (the Proponent) 1
Treaty 8 Planning and Mitigation Measures (TPMM) 1

APPENDICES

Figures — Site Drawing
Area Assessment Map

Tables — Appendix I
Appendix II
Landowners
Detailed Soil and Vegetation Data

Appendix A — Maps
Appendix B — Site Photographs

TABLE OF REVISIONS

Revision Number	Revision Date	Revision Notes	Revised By
0	-	Original	-

1 Introduction

Tourmaline Oil Corp. (the Proponent) commissioned Prospect Environmental Services Ltd. (Prospect) to complete the required Schedule A assessment for the proposed campsite — herein referred to as "the proposed development". Detailed assessment findings are presented in the attached figures and tables. A summary of the findings and applicable recommendations are provided in the subsequent sections of this report as required by the Agricultural Land Commission (ALC) and BC Energy Regulator (BCER) Delegation Agreement (ALC and OGC, 2017).

1.1 Appendix I: Categories of Oil and Gas Activity and Ancillary Activity Non-Farm Uses

The Appendix I table is attached for reference and the applicable item to the proposed development is highlighted and discussed below.

1.1.1 Non-Farm Use Area Calculations

Non-farm use area is shown on the attached survey plan (Appendix A).

The proposed development meets the criteria listed in Item 5 of Appendix I of the Delegation Agreement. Therefore, an application for non-farm use permission under the *Agricultural Land Commission Act (ALC Act)* is required.

1.2 Appendix II: Guidelines for Planning Oil and Gas Activities and Ancillary Activities on ALR Lands

The proposed development meets the criteria listed in Item 5. The Appendix II table is attached for reference with the applicable Appendix II item to the proposed development highlighted.

The proposed development cannot be located on non-ALR lands due to the overall coverage of ALR within this area and to allow for use of a prior disturbance (e.g. prior laydown area). Utilization of prior disturbance allows for the overall reduction of total new cut area required for the proposed development. Additionally, the proposed development location is adjacent to forested land and does not cause fragmentation or block access to the land for agricultural uses as there is another access east of the proposed development adjacent to the road.

2 Schedule A Assessment

The field assessment details, Appendix I, Appendix II, applicable regulations, any observed invasive species, landowner information and soil stripping recommendations are available in the appended tables. Further details as required are presented below.

2.1 Purpose

As per the Delegation Agreement, the purpose of the Schedule A is to include:

1. The Area Assessment: to link with Appendix II Guidelines and document current land resource and agricultural use in the area of the application to aid in planning the location of the project in a manner that minimizes agricultural impacts;

2. Pre-development Site Assessment to document baseline site information for soil management and reclamation planning;
3. Recommendations for Soil Conservation and Surface Water Management, based on an analysis of planned developments using the baseline site assessment; and
4. Reclamation planning, to provide a preliminary reclamation plan.

3 Area Assessment

The tables presenting the area assessment for non-farm use is appended in the Survey Plan (Appendix A). The area assessment map is appended. The area assessment and the Appendix II rational, discussed above, were considered in conjunction with each other to minimize impacts to the ALR per the Delegation Agreement. Considerations to the Appendix II rationale are outlined above.

4 Site Assessment

4.1 Site Information

The table below outlines general information regarding the proposed development including land ownership, proposed development features, geographical location and assessment details.

Table 1 Project Information

Project Location	Proposed Campsite in DL 189 (11-36-81-22)
Proponent	Tourmaline Oil Corp.
Proposed Development Features (as shown on the survey plan)	Campsite
Land Ownership	Entirely within private land (see appended *Landowner Information)*.
Proximity to the Agricultural Land Reserve (ALR) (see survey plan, Appendix A)	Located entirely within the ALR.
Proximity to Nearest Town (see route map, Appendix A)	Approximately 53 kilometres (km) from Chetwynd, BC.
Assessment Professional(s)	Riley Milne, AAg
Date of Assessment	February 12, 2025
Limitations	The assessment was completed under winter conditions with 15-50 centimetres (cm) of snow cover, 15-20 cm of frost. The above noted conditions may have concealed some surface features during the assessment and resulted in limitations which are discussed in the applicable sections of the report.
Anticipated Construction Date	Within two years of regulatory approval.
Total Application Area (hectares, ha)	As shown on survey plan (Appendix A).

4.2 Soil Inspection Procedures

The sampling procedures were completed as per Schedule A, Section 2 of the Delegation Agreement (ALC and OGC, 2017) using hand tools, such as axes, shovels, and augers.

4.3 Soil Assessment

The attached tables provide a general description of the soil throughout the proposed development at the time of the assessment. Soil classification in the field was completed based on The Canadian System

of Soil Classification, Third Edition (Soil Classification Working Group, 1998). Available mapped soil classifications and agricultural capability are identified in the appended tables in the Project Overview table (Lord, 1986; Agriculture and Agri-Food Canada, 2013).

4.4 Photographs

Photographs of the Schedule A field assessment are provided in Appendix B, including soil profile horizons.

4.5 Noxious Weeds

No invasive species were observed at the time of the assessment, the assessment was limited due to winter conditions. Best practices for management of invasive plant species are included below.

5 Recommendations for Soil Conservation and Surface Water Management

5.1 Surface Water Management

It is recommended that surface water is managed through the construction of ditches around the lease to ensure that water flows around the development and does not interrupt natural drainage patterns. Erosion control measures may be required to ensure that erosion is not introduced to the adjacent lands. If construction is completed during the winter, erosion controls for spring run-off should be considered and implemented if determined they may be required. Erosion control measures may include the below:

- Straw waddles
- Riprap
- Coconut matting
- Silt fencing with suitable permeability

A QP may be consulted should the need for a more detailed surface water management plan be identified during the construction.

5.2 Soil Stripping and Conservation

The soil stripping recommendations and volumes Table for the proposed development are appended which summarizes the average stripping depths and volumes, minimum and maximum topsoil depths and soil observations. There was a noticeable colour change from surface soil to subsoil, therefore stripping to colour change is recommended.

The topsoil (Ap horizon) was defined by its brown colour and silt loam texture.

A second lift of the subsoil (Bt horizon) of 10-15 cm is recommended to be stripped across the entire development. The Bt horizon was noted to be grey brown in colour and silty clay loam in texture.

Avoidance of admixing, compaction and erosion of the topsoil and subsoil piles is key to ensure successful reclamation efforts are achieved at the end of the proposed developments operation. Utilization of best management practices during the construction of the development will aid in successful reclamation efforts. This includes deployment of matting to limit compaction and proper storage of soil piles. Further

discussion regarding soil storage, erosion and sediment controls are discussed further in the sections below.

As a best management practice for reclamation, it is recommended that an as-built site plan, including, but not limited to oil and gas structures, fences, topsoil and subsoil storage, and surface drainage features, be available for company field staff, site contractors, landowners, BCER staff and any other relevant stakeholders if requested. As changes occur to the development, this information should be updated.

It is recommended that soil salvage during construction is supervised to ensure the recommendations within this report are adhered to. Soil handling activities associated with construction and interim and final restoration of the proposed development are recommended to be supervised by a qualified professional (QP), as defined by the Delegation Agreement and *Professional Governance Act (PGA)* (King's Printer, 2018).

5.2.1 Erosion and Compaction - Prevention & Control

The operator(s) must ensure that they preserve the topsoil for future reclamation. The soil piles must be constructed in a manner that prevents soil instability, erosion, and general degradation of soils. Topsoil and subsoil should be stored at least 1.0 metre (m) apart to prevent admixing of soil, which greatly decreases the quality of the topsoil and significantly reduces the ability of the soil to sustain vegetation growth.

It is recommended that soil piles be managed to avoid erosion and manage invasive plant species. Methods include seeding with a rapidly establishing, ecologically suitable erosion control mix, track packing or use of a tackifier. During soil storage, it is recommended that they be contoured to increase surface area, to prevent loss of soil through erosion or establishment of less desirable vegetation.

Soil salvage and reclamation should not be undertaken during saturated soil conditions to prevent compaction and rutting. Should the development conditions prevent the best management practices from being utilized, it is recommended that a QP develop a site-specific plan that meets the operators project objectives and the expectation of the BCER.

No steep slopes were encountered. However, care should be taken to ensure the stability of the slope is maintained through means of erosion control measures such as: limiting soil disturbance to the necessary areas, minimizing soil traffic on soil piles, timely reclamation and erosion repair, use of erosion control materials etc.

Consultation with a QP and developing a site-specific plan for erosion and sediment control based on the conditions and season of construction is recommended.

5.3 Invasive Plants

While no noxious invasive plants were identified, the assessment was completed under winter conditions. As a result, the identification of some species may have been limited.

5.3.1 Regulatory Background

As per the Delegation Agreement, weeds, or invasive plants, must be controlled on oil and gas operating areas as required under the *Weed Control Act* in consultation with the applicable landowner(s) (ALC and OGC, 2017; King's Printer, 1996).

The *Weed Control Act* (King's Printer, 1996) requires that all land occupiers control designated noxious plants and states that "in accordance with the regulations, an occupier must control noxious weeds

growing or located on land and premises, and on any other property located on land and premises, occupied by that person".

Based on Oil and Gas Commission (OGC) Industry Bulletin 2018-08, released on May 10, 2018, the BCER has established the Order M152 under the authority of Section 33 of the *EPMR* (King's Printer, 2016), where plant species listed in 'Schedule A, Part I – Provincial Weeds of the *Weed Control Regulation'*, are established as invasive plants (King's Printer, 2011). Section 15 of the *EPMR* requires that proponents make reasonable efforts to minimize the transport of invasive plants and prevent invasive plants from establishing within their operating areas. For example, operators may steam clean equipment to reduce the potential for weed transportation and are recommended to seed the disturbed areas (where practicable) to discourage the establishment of invasive plants.

5.3.2 Invasive Plant Compliance Records

In addition to the above noted bulletin, the BCER published a Technical and Information Update on June 29, 2023, regarding amendments to the *Energy Resource Activities Act (ERAA)* effective on June 12, 2023, that requires permit holders to prepare and maintain an invasive plant compliance record (BCER, 2023). The update summarizes requirements of what the reports must contain and is applicable to the below:

- Dormancy and Shutdown Regulation
- Drilling and Production Regulation
- Geophysical Exploration Regulation
- Liquified Natural Gas Facility Regulation
- Oil and Gas Processing Facility Regulation
- Oil and Gas Road Regulation
- Pipeline Regulation

A list of invasive plants having specific impacts with priority for the northeast BC per *ERAA* (King's Printer, 2008) are outlined in Industry Bulletin 2017-05 (BC Oil and Gas Commission, 2017). The Proponent must ensure they abide by *ERAA* regarding the control of the invasive plants on this list in all areas of the proposed development.

5.3.3 Invasive Plants Best Management Practices Summary

The best line of defence and the most cost-effective approach against invasive species is prevention. When an invasive species is introduced early detection and rapid response to eradicate is key to limit the spread of the species, especially for species that spread quickly. As such, it is recommended that an annual site inspection be completed to encourage early identification and management of invasive plants.

Additional guidance material for best management practices is available at the below sources:

- The Invasive Species Council of BC (ISCBC) maintains a resource library of publications for identification and treatment of invasive species (ISCBC, 2023)
- Best Practices for Managing Invasive Plants on Oil & Gas Operations (ISCBC, 2013)
- Peace River Regional District (PRRD) Strategic Plan and Profile for the PRRD area of operation (Peace River Regional District, 2024). This plan should be consulted for management strategies pertaining to invasive plants.

Some general best management practices for the prevention and control of invasive plants are:

- Where invasive plants are observed, a pre-construction treatment (ie. herbicide, mechanical pulling, cutting) based on species and landowner consultation may assist the control of these plants.

- Where possible work from un-infested areas prior to moving to infested areas.
- Ensure any imported fill material utilized at the location is weed free, including but not limited to laboratory seed analysis.
- During all site activities personnel should avoid parking, turning around or staging equipment in areas where invasive plants are observed. Ensure equipment is clean prior to entering the location and is cleaned prior to entering an infested area to an area with no prior identified species of concern. While in the field under dry conditions, an air compressor or broom can be used to clean vehicles and equipment, in addition to washing daily. In moist or wet soil conditions if equipment is muddy and a pressure washer is not available remove mud using a shovel, bar, or boots as appropriate.
- Ensure boots are clean prior to entering the work area and after cleaning equipment.
- Where possible dispose of invasive species seeds and plant parts in a garbage bag and dispose of appropriately at the landfill.
- Inspect clothing for seeds prior to entering a weed free zone.
- Removal of soil and any vegetation structures, including seeds, from equipment or matting prior to entry or transport offsite.
- Remove invasive plants and reseed, as soon as reasonably practicable, with seed mixtures that are locally adapted, non-persistent and rapidly establishing. Any invasive species treatments and utilized seed mixtures must be selected and implemented in consultation with the applicable landowner(s) (e.g. ensure compliance with farming operations such as organic farming etc.).

6 Reclamation Plan

The primary goal of reclamation is to ensure that surface soil, topography and vegetation of the operating areas is restored to an equivalent condition as predevelopment when the location is no longer required for the ancillary activity. Specific criteria for reclamation of identified ALR lands are outlined in the Schedule B criteria of the Delegation Agreement. A Schedule B assessment is required according to guidelines outlined within Section II, sub-section 4.3 of the Delegation Agreement (ALC and OGC, 2017).

Debris, such as large rocks impeding the land use of the proposed development must be removed.

The information contained within this report prepares the base of information to support the reclamation of the proposed development after the area is no longer required for the ancillary activity. A final reclamation plan should be developed at the time of final reclamation to ensure adherence with applicable regulations and guidelines at that time and include identification of any additional potential barriers to successful reclamation that may arise.

6.1.1 Land Use Objective

Upon completion of reclamation, the development must be restored to conditions that are supportive of pre-existing land use in consultation with the affected landowner(s). Land uses encountered during the Schedule A Assessment included hayland. Current land use is presented on the appended drawings.

6.1.2 Soil Handling

Care must be taken to avoid admixing of the topsoil and subsoils during replacement, or admixing of additional coarse fragments (gravel, cobbles, etc.). Proper spacing (best management practice of 1 m) of the topsoil and subsoils at the time of stripping will aid in proper storage and replacement activities and avoid admixing during storage.

During reclamation activities ensure that subsoils are de-compacted prior to replacement of soils to allow for adequate rooting zone for vegetation establishment and appropriate water flow. Soils must be replaced in reverse order from construction to ensure proper replacement order of the topsoil and subsoil. Soils must be handled only during dry or frozen conditions to limit compaction and admixing. Prior to soil replacement, the contour of the area must be replaced to its natural state to allow for proper drainage of surface water.

Soil handling activities are recommended to be supervised by a QP onsite to aid in ensuring the location will meet Schedule B requirements at final reclamation. In addition, it is recommended that the QP onsite implement erosion and sediment control measures as necessary to ensure soils are properly stabilized. Examples of suitable erosion and sediment controls may include:

- Silt fence, with consideration to permeability of materials to allow for slowed water flow
- Coconut matting and/or wattles
- Erosion control blankets in conjunction with a suitable seed mix that is rapidly establishing

Selection of erosion and sediment controls should be selected by the QP on site at the time to best assess the risk of erosion and sediment loss and implement the most suitable control.

6.1.3 Re-Vegetation

For reclamation on private land, reclamation planning must include landowner and stakeholder consultation, including seed selection.

Re-vegetation efforts include the proper management of invasive species. Reference the Invasive Species section above for a summary of best management practices, however this is not an exhaustive list and consultation with a QP is recommended. If invasive species are determined to be present in concentrations that are not consistent with offsite or pre-construction conditions, treatment must be organized in consultation and approval from the affected landowner.

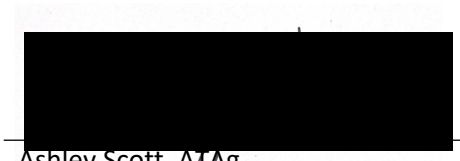
7 Closure

Prospect has prepared this report for the exclusive use of the proponent using accepted environmental assessment practices. The recommendations contained within this report represent Prospect's best judgement based on the field assessment and available desktop data.

Based on the site reconnaissance and the available information, it was found that the proposed development construction and operations will not cause material adverse effects to any of the government environmental objectives outlined above per the Delegation Agreement should the recommendations contained herein be adhered to. Because of the preceding information, no further rationale and mitigation strategies are required.

Should you have any questions or concerns, please do not hesitate to contact the Project Manager, Loni Evans at levans@prospectenv.ca.

Riley Milne, BASc, AAg
Environmental Professional



Ashley Scott, ATAg
Environmental Professional

Tom Peters, RTAg, TAg, BC-CESCL
Environmental Professional

8 Proponent Review & Acknowledgement

In signing this, I agreed that I have read and acknowledged the information presented in this report and will adhere to the recommendations contained within.

[redacted]

Name: [redacted]

Title:

Date:

9 Project Participation

Name	Role
Riley Milne, BASc, AAg	Assessment Professional(s)
Ashley Scott, ATAg	Reporting
Tom Peters, RTAg, TAg, BC-CESCL	Senior Review

10 Distribution

Name	Recipient	Format
Dwayne English Bryce Hotte	Proponent	Digital
Diane MacPhee Christina Burgess	Land Administrator	Digital
As Listed within Landowner Information	Landowner	Digital

11 References

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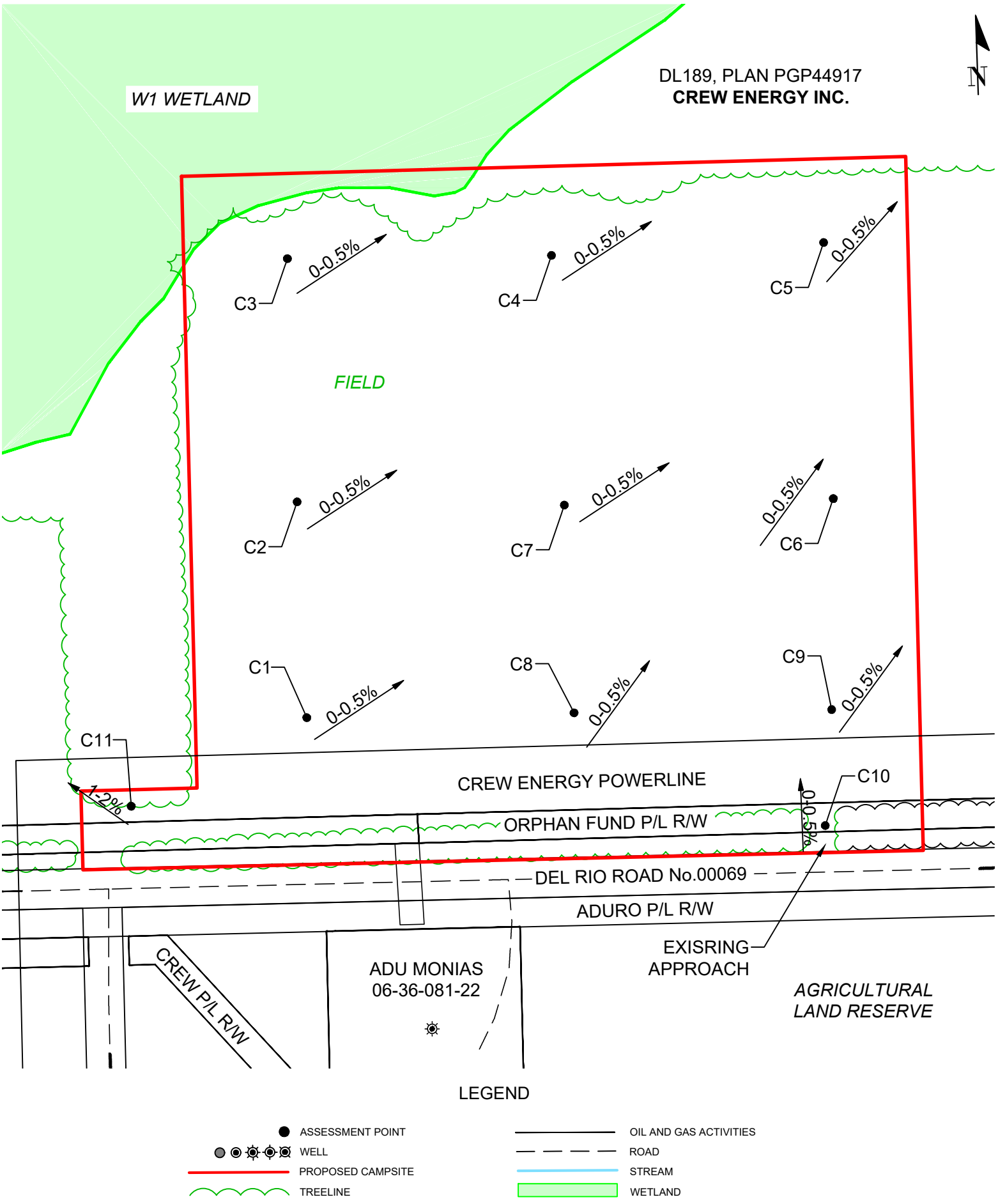
FIGURES

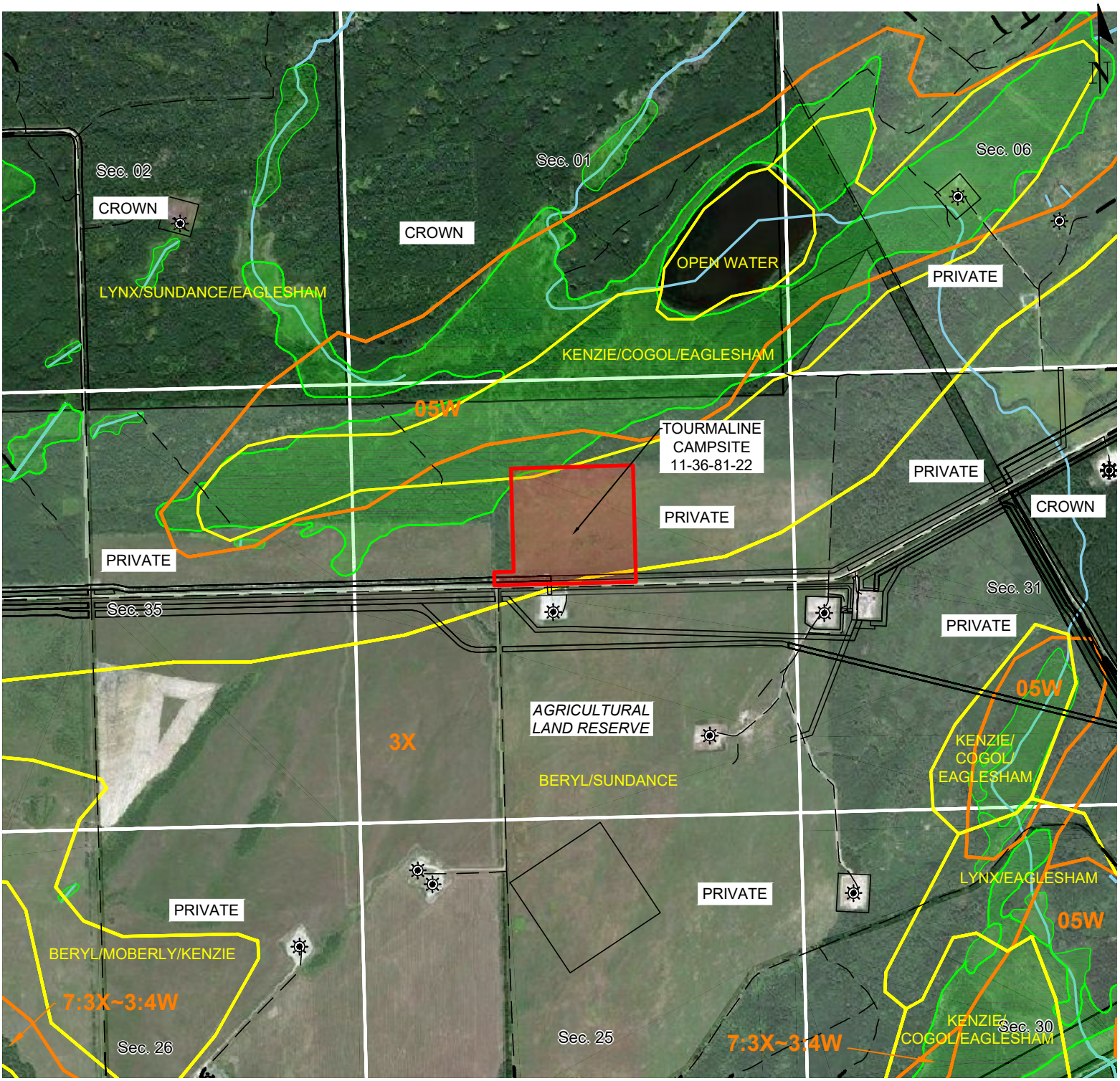


PROSPECT
Land + Environmental

TOURMALINE OIL CORP.
PROPOSED CAMPSITE IN DL 189 (11-36-81-22)

SITE DRAWING

Project Number: PE25-023
Date of Assessment: February 12, 2025
Scale: 1:3,000
Page: 1 of 1



LEGEND

- RESIDENCE
- WELLBORE
- OIL AND GAS ACTIVITIES
- ROADS
- AGRICULTURAL LAND RESERVE BOUNDARY (ALR)
- CANADA LAND INVENTORY
- SOIL INVENTORY
- FRESHWATER ATLAS STREAMS
- PROPOSED DEVELOPMENT AREA
- FRESHWATER ATLAS WETLANDS

PROSPECT
Land + Environmental

TOURMALINE OIL CORP.
PROPOSED CAMPSITE IN DL 189 (11-36-81-22)

AREA ASSESSMENT MAP

Project Number: PE25-023
Date of Assessment: February 12, 2025
Scale: 1:20,000
Page: 1 of 1

No.	Revison History	Date

TABLES

Project Information

Client	Tourmaline Oil Corp.
Legal	11-36-081-22W6
Date of Assessment	February 12, 2025
Assessment Professional(s)	Riley Milne

Site Description

Limitations	**Frost (cm):**	15-20	**Snow (cm):**	15-50
	Conditions	Winter conditions		
Soil Classification	3X			
Agricultural Capability	Lynx/Sundance/Eaglesham			
Current Land Use(s)	Hayland			
Surface Drainage	Mod. Well Drained	*Describe*	-	
Aspect	Northwest to Northeast	*Slope %*	0-0.5	No slopes over 5%, were observed at the time of the assessment.
Erosion Potential (Wind)	Slight to Moderate	*Describe*	-	
Erosion Potential (Water)	Slight to Moderate	*Describe*	-	
Existing Erosion	No	*Describe*	-	
Surface Expression	Level	*Describe*	-	
Contour	Blended and consistent.	*Describe*	-	
Instability	None Observed	*Describe*	-	
Gravel & Rock	None Observed	*Describe*	-	
Debris	None Observed	*Describe*	-	
Existing Structures	None Observed			
Crossings	Numerous crossings were identified as shown on the Survey Plan (Appendix A).			

Vegetation

Land Use	Hayland		
Dominant	Timothy		
Sub-Dominant	No other species identified due to winter conditions		
Health	N/A*	***If fair/poor/NA describe:***	Could not assess due to winter conditions
Cover %	-	***Height (m)***	-
Invasive Plants	No invasive species were observed at the time of the assessment.		

Appendix I
Categories of Oil and Gas Activity and Ancillary Activity Non-Farm Uses

Per section 26(2) of the Agricultural Land Commission Act (King's Printer, 2002), the ALC and the OGC agree that oil and gas activities and ancillary activities located on the identified ALR lands are exempt from the requirements of an application under the ALC Act for permission for non-farm use as indicated in the table below. Applicable Appendix I item(s) are highlighted below.

Item	Proposed Non-farm Use	Exempt from application under the ALC Act for non-farm use permission	Application under the ALC Act for non-farm use permission made to the BCER
1	Oil and gas activity or ancillary activity sites, where the combined total area occupied by existing and proposed activities on the section is <20.0 hectares.	X	-
2	Oil and gas activity and ancillary activity sites where the combined total area occupied by existing and proposed activities on the section is >20.0 hectares.	-	X
3	Pipelines or electric powerlines that are buried; powerlines that are immediately adjacent to access roads.	X	-
4	Above ground electric power line that is not immediately adjacent to access roads.	-	X
5	Conversion or expansion of an existing oil and gas activity or ancillary activity, or a new oil and gas activity or ancillary activity that is listed in (i)-(v) below, for which new land is required and the total project (lease) area is >3.0 hectares. (i) Facilities (including gas processing plants) that handle product from more than one facility or well site, (ii) Camps, (iii) Sumps, (iv) Borrow/aggregate extraction sites (v) Produced-water/fresh-water storage site	-	X
6	Oil and gas waste storage, treatment, and/or disposal facility that is operated by a person who is not a producer, or a conversion or expansion of such a site for which new land is required.	-	X

Applicable item highlighted.

Appendix II
Guidelines for Planning Oil and Gas Activities and Ancillary Activities on ALR Lands

Per the ALC-OGC Delegation Agreement, applicable Appendix II item(s) are highlighted below.

1	Land that is not within the ALR.
2	Land that is classified as BC Land Capability for Agriculture Class 7.
3	Forested land that has limited current or planned agriculture use.
4	Land for which agriculture use is generally limited to perennial forage crops or grazing (Class 5 or 6).
5	Uncultivated pasture land where any of the following apply: • There are no practicable alternatives to locate the activities on lands identified in 1-3; • The proposed activities are located on the land in order to utilize existing disturbance; • Locating the activities elsewhere would have a more significant impact on productive ag. Land; • Locating the activities elsewhere would have a more significant impact on existing or planned agricultural options; • Locating the activities elsewhere would have an unacceptable incremental impact on residents' use of their property; or • Locating the activities elsewhere would have an unacceptable incremental impact on public and worker safety or significant environmental values.
6	Cultivated land where any of the following apply: • The proposed activities are located on the land in order to utilize existing disturbance; • There are no practicable alternatives to locate the activities on lands identified in 1-4; • Locating the activities elsewhere would have a more significant impact on productive agricultural land; • Locating the activities elsewhere would have a more significant impact on existing or planned agricultural options; • Locating the activities elsewhere would have an unacceptable incremental impact on residents' use of their property; or • Locating the activities elsewhere would have an unacceptable incremental impact on public and worker safety or significant environmental values.

Regulation or Guideline	Private Land	Crown Land
ALC - BC OGC Delegation Agreement	X - on ALR	X - on ALR
Agricultural Land Commission Act	X - on ALR	X - on ALR
Energy Resources Activities Act (ERRA)	X	X
Weed Control Act (WCA)	X	X
Peace River Regional District (PRRD) Invasive Plant Program Strategic Plan and Profile	X	X

Note: "X" indicates full applicability

This list provides a broad overview. Not all regulations and guidelines that may apply to the development are listed here.

Client:	Tourmaline Oil Corp.	**Date:**	February 12, 2025	**Lead:**	Riley Milne
Legal(s):	11-36-081-22W6			**Assist:**	Eric Bicknell

Landowner Information					
Landowner(s)	**Land Legal**	**PID**	**Landowner Mailing Address**	**Resident/Occupant**	**Concerns**
Crew Energy Inc. (c/o Tourmaline Oil Corp.)	District lot 189	011-979-879	2900, 250 6th Ave SW, Calgary, Alberta T2P 3H7	none	none

Note: W6M - West of the 6th Meridian

Schedule A Assessment
Soil Stripping Recommendations and Volumes

Client:	Tourmaline Oil Corp.	**Date:**	February 12, 2025	**Lead:**	Riley Milne
Legal(s):	11-36-081-22W6			**Assist:**	Eric Bicknell

Soil Stripping Recommendations								
Feature	**Assessment Points**	**First Lift – Avg. (cm)**	**Horizons included in First Lift**	**Minimum Depth (cm)**	**Maximum Depth (cm)**	**Colour**	**Second Lift (cm)[1]**	**Colour**
Entire proposed development	C1-C11	25	Ap	19	34	Brown	10-15	Grey Brown

Soil Volumes						
	Area (ha)	**Average Topsoil Depth (cm)**	**Recommended Subsoil Stripping Depth (cm)**	**Topsoil Volume (m^3)[2]**	**Subsoil Volume (m^3)[3]**	**Total (m^3)**
Entire proposed development	23.49	25	15	58,725	35,235	93,960
	-	**-**	**-**	**58,725**	**35,235**	**93,960**

Note:
1. Estimated to range from 10-15 cm
2. "Average Topsoil Depth" x "Area (ha)" (Estimated Development Area)
3. "Second Lift (cm)" x "Area (ha)" (Estimated Development Area)

Client:	Tourmaline Oil Corp.	**Date:**	February 12, 2025	**Lead:**	Riley Milne
Legal(s):	11-36-081-22W6			**Assist:**	Eric Bicknell

Assessment Point Legend

A	Access Road/Shofly	D	Decking Site	R[1]	Remote Sump	None	Wellsite
B	Borrow Pit	P	Pipeline	R	Riser Site	W	Workspace

[1] If riser present then RS will be used

Point	C1	**Landscape Position**	Level	**Aspect/Slope %**	Northeast	0-0.5	**Compaction**	Slight	**Soil Drainage**	Mod. Well Drained

							Mottles			**Gleyed**			
Horizon	**Depth (cm)**	**Texture**	**Colour**	**Moisture**	**Structure (see legend)**	**Consistency (see legend)**	**Abundance**	**Size**	**Colour**	**Y/N**	**Colour**	**Seepage Depth cm**	27
Ap	27	SiL	Brown	Dry	FB	SH	None	-	-	No	-	**Surface Soil (%)**	**Subsoil (%)**
Bt	39	SiCL	Grey Brown	Dry	MB	SH	Few	Fine	Orange	No	-	10-15 G	15-20 G
C	20+	SiL	Light Brown	Dry	Gr	SH	None	-	-	No	-	<2 C	<2 C
-	-	-	-	-	-	-	-	-	-	-	-	<2 S	<2 S
-	-	-	-	-	-	-	-	-	-	-	-	**Admixing %**	0-10%
-	-	-	-	-	-	-	-	-	-	-	-	Due to normal farming practices	
Topsoil Depth	27	Comments:	-										

Point	C2	**Landscape Position**	Level	**Aspect/Slope %**	Northeast	0-0.5	**Compaction**	Slight	**Soil Drainage**	Mod. Well Drained

							Mottles			**Gleyed**			
Horizon	**Depth (cm)**	**Texture**	**Colour**	**Moisture**	**Structure (see legend)**	**Consistency (see legend)**	**Abundance**	**Size**	**Colour**	**Y/N**	**Colour**	**Seepage Depth cm**	22
Ap	22	SiL	Brown	Dry	FB	SH	None	-	-	No	-	**Surface Soil (%)**	**Subsoil (%)**
Bt	20+	SiCL	Grey Brown	Dry	MB	SH	None	-	-	No	-	2-5 G	5-10 G
-	-	-	-	-	-	-	-	-	-	-	-	<2 C	<2 C
-	-	-	-	-	-	-	-	-	-	-	-	<2 S	<2 S
-	-	-	-	-	-	-	-	-	-	-	-	**Admixing %**	0-10%
-	-	-	-	-	-	-	-	-	-	-	-	Due to normal farming practices	
Topsoil Depth	22	Comments:	-										

Point	C3	**Landscape Position**	Level	**Aspect/Slope %**	Northeast	0-0.5	**Compaction**	Slight	**Soil Drainage**	Mod. Well Drained

							Mottles			**Gleyed**			
Horizon	**Depth (cm)**	**Texture**	**Colour**	**Moisture**	**Structure (see legend)**	**Consistency (see legend)**	**Abundance**	**Size**	**Colour**	**Y/N**	**Colour**	**Seepage Depth cm**	24
Ap	24	SiL	Brown	Dry	FB	SH	None	-	-	No	-	**Surface Soil (%)**	**Subsoil (%)**
Bt	40	SiCL	Grey Brown	Dry	MB	SH	None	-	-	No	-	<2 G	<2 G
C	20+	-	Dark Grey Brown	Dry	Ma	H	None	-	-	No	-	<2 C	<2 C
-	-	-	-	-	-	-	-	-	-	-	-	<2 S	<2 S
-	-	-	-	-	-	-	-	-	-	-	-	**Admixing %**	0-10%
-	-	-	-	-	-	-	-	-	-	-	-	Due to normal farming practices	
Topsoil Depth	24	Comments:	-										

Point	C4	**Landscape Position**	Level	**Aspect/Slope %**	Northeast	0-0.5	**Compaction**	Slight	**Soil Drainage**	Mod. Well Drained

							Mottles			**Gleyed**			
Horizon	**Depth (cm)**	**Texture**	**Colour**	**Moisture**	**Structure (see legend)**	**Consistency (see legend)**	**Abundance**	**Size**	**Colour**	**Y/N**	**Colour**	**Seepage Depth cm**	19
Ap	19	SiL	Brown	Dry	FB	SH	None	-	-	No	-	**Surface Soil (%)**	**Subsoil (%)**
Bt	20+	SiCL	Grey Brown	Dry	MB	SH	None	-	-	No	-	<2 G	<2 G
-	-	-	-	-	-	-	-	-	-	-	-	<2 C	<2 C
-	-	-	-	-	-	-	-	-	-	-	-	<2 S	<2 S
-	-	-	-	-	-	-	-	-	-	-	-	**Admixing %**	0-10%
-	-	-	-	-	-	-	-	-	-	-	-	Due to normal farming practices	
Topsoil Depth	19	Comments:	-										

Point	C5	**Landscape Position**	Level	**Aspect/Slope %**	Northeast	0-0.5	**Compaction**	Slight	**Soil Drainage**	Mod. Well Drained

							Mottles			**Gleyed**			
Horizon	**Depth (cm)**	**Texture**	**Colour**	**Moisture**	**Structure (see legend)**	**Consistency (see legend)**	**Abundance**	**Size**	**Colour**	**Y/N**	**Colour**	**Seepage Depth cm**	25
Ap	25	SiL	Brown	Dry	FB	SH	None	-	-	No	-	**Surface Soil (%)**	**Subsoil (%)**
Bt	43	SiCL	Grey Brown	Dry	MB	SH	None	-	-	No	-	<2 G	<2 G
C	20+	CL	Dark Grey Brown	Dry	Ma	H	None	-	-	-	-	<2 C	<2 C
-	-	-	-	-	-	-	-	-	-	-	-	<2 S	<2 S
-	-	-	-	-	-	-	-	-	-	-	-	**Admixing %**	0-10%
-	-	-	-	-	-	-	-	-	-	-	-	Due to normal farming practices	
Topsoil Depth	25	Comments:	-										

Point	C6	Landscape Position		Level			Aspect/Slope %	Northeast	0-0.5	Compaction	Slight	Soil Drainage		Mod. Well Drained	
							Mottles			Gleyed					
Horizon	Depth (cm)	Texture	Colour	Moisture	Structure (see legend)	Consistency (see legend)	Abundance	Size	Colour	Y/N	Colour	Seepage Depth cm		23	
Ap	23	SiL	Dark Brown	Dry	FB	SH	None	-	-	No	-	Surface Soil (%)		Subsoil (%)	
Bt	20+	SiCL	Grey Brown	Dry	MB	SH	None	-	-	No	-	<2	G	<2	G
-	-	-	-	-	-	-	-	-	-	-	-	<2	C	<2	C
-	-	-	-	-	-	-	-	-	-	-	-	<2	S	<2	S
-	-	-	-	-	-	-	-	-	-	-	-	Admixing %		0-10%	
-	-	-	-	-	-	-	-	-	-	-	-	Due to normal farming practices			
Topsoil Depth	23	Comments:	-												

Point	C7	Landscape Position		Level			Aspect/Slope %	Northeast	0-0.5	Compaction	Slight	Soil Drainage		Mod. Well Drained	
							Mottles			Gleyed					
Horizon	Depth (cm)	Texture	Colour	Moisture	Structure (see legend)	Consistency (see legend)	Abundance	Size	Colour	Y/N	Colour	Seepage Depth cm		24	
Ap	24	SiL	Dark Brown	Dry	FB	SH	None	-	-	No	-	Surface Soil (%)		Subsoil (%)	
Bt	29	SiCL	Grey Brown	Dry	MB	SH	None	-	-	No	-	<2	G	<2	G
C	20+	CL	Brown	Dry	Ma	VH	None	-	-	-	-	<2	C	<2	C
-	-	-	-	-	-	-	-	-	-	-	-	<2	S	<2	S
-	-	-	-	-	-	-	-	-	-	-	-	Admixing %		0-10%	
-	-	-	-	-	-	-	-	-	-	-	-	Due to normal farming practices			
Topsoil Depth	24	Comments:	-												

Point	C8	Landscape Position		Level			Aspect/Slope %	Northeast	0-0.5	Compaction	Slight	Soil Drainage		Mod. Well Drained	
							Mottles			Gleyed					
Horizon	Depth (cm)	Texture	Colour	Moisture	Structure (see legend)	Consistency (see legend)	Abundance	Size	Colour	Y/N	Colour	Seepage Depth cm		29	
Ap	29	SiL	Dark Brown	Dry	FB	SH	None	-	-	No	-	Surface Soil (%)		Subsoil (%)	
Bt	20+	SiCL	Grey Brown	Dry	MB	SH	None	-	-	No	-	<2	G	<2	G
-	-	-	-	-	-	-	-	-	-	-	-	<2	C	<2	C
-	-	-	-	-	-	-	-	-	-	-	-	<2	S	<2	S
-	-	-	-	-	-	-	-	-	-	-	-	Admixing %		0-10%	
-	-	-	-	-	-	-	-	-	-	-	-	Due to normal farming practices			
Topsoil Depth	29	Comments:	-												

Point	C9	Landscape Position		Level			Aspect/Slope %	Northeast	0-0.5	Compaction	Slight	Soil Drainage		Mod. Well Drained	
							Mottles			Gleyed					
Horizon	Depth (cm)	Texture	Colour	Moisture	Structure (see legend)	Consistency (see legend)	Abundance	Size	Colour	Y/N	Colour	Seepage Depth cm		34	
Ap	34	SiL	Dark Brown	Dry	FB	SH	None	-	-	No	-	Surface Soil (%)		Subsoil (%)	
Bt	42	SiCL	Grey Brown	Dry	MB	SH	None	-	-	No	-	<2	G	<2	G
C	20+	CL	Brown	Dry	-	-	-	-	-	-	-	<2	C	<2	C
-	-	-	-	-	-	-	-	-	-	-	-	<2	S	<2	S
-	-	-	-	-	-	-	-	-	-	-	-	Admixing %		0-10%	
-	-	-	-	-	-	-	-	-	-	-	-	Due to normal farming practices			
Topsoil Depth	34	Comments:	-												

Point	C10	Landscape Position		Middle			Aspect/Slope %	West	1-2	Compaction	Slight	Soil Drainage		Mod. Well Drained	
							Mottles			Gleyed					
Horizon	Depth (cm)	Texture	Colour	Moisture	Structure (see legend)	Consistency (see legend)	Abundance	Size	Colour	Y/N	Colour	Seepage Depth cm		24	
Ap	24	SiL	Dark Brown	Dry	FB	SH	None	-	-	No	-	Surface Soil (%)		Subsoil (%)	
Bt	35	SiCL	Grey Brown	Dry	MB	SH	Few	Fine	Orange	No	-	2-5	G	<2	G
C	20+	SiL	Light Brown	Dry	FB	SH	None	-	-	No	-	<2	C	<2	C
-	-	-	-	-	-	-	-	-	-	-	-	<2	S	<2	S
-	-	-	-	-	-	-	-	-	-	-	-	Admixing %		0-10%	
-	-	-	-	-	-	-	-	-	-	-	-	Due to normal farming practices			
Topsoil Depth	24	Comments:	-												

Point	C11	Landscape Position		Level			Aspect/Slope %	North	0-0.5	Compaction	Slight	Soil Drainage		Mod. Well Drained	
							Mottles			Gleyed					
Horizon	Depth (cm)	Texture	Colour	Moisture	Structure (see legend)	Consistency (see legend)	Abundance	Size	Colour	Y/N	Colour	Seepage Depth cm		27	
Ap	27	SiL	Dark Brown	Dry	FB	SH	None	-	-	No	-	Surface Soil (%)		Subsoil (%)	
Bt	39	SiCL	Grey Brown	Dry	MB	SH	None	-	-	No	-	<2	G	10-15	G
C	20+	CL	Dark Grey Brown	Dry	Ma	H	None	-	-	No	-	<2	C	<2	C
-	-	-	-	-	-	-	-	-	-	-	-	<2	S	<2	S
-	-	-	-	-	-	-	-	-	-	-	-	Admixing %		0-10%	
-	-	-	-	-	-	-	-	-	-	-	-	Due to existing/previous disturbance			
Topsoil Depth	27	Comments:	Exisitng access to field, fully vegetated												

Client:	Tourmaline Oil Corp.	**Date:**	February 12, 2025	**Lead:**	Riley Milne
Legal(s):	11-36-081-22W6			**Assist:**	Eric Bicknell

Assessment Point	Northing	Easting
C1	6214775	605574
C2	6214908	605567
C3	6215060	605561
C4	6215060	605724
C5	6215068	605892
C6	6214908	605895
C7	6214905	605730
C8	6214773	605736
C9	6214777	605897
C10	6214707	605892
C11	6214718	605464

PROSPECT
Land + Environmental

- None Observed N/A - Not Applicable N/A* - Not Assessed

Soil Texture	
S	Sand
Si	Silt
C	Clay
L	Loam
OM	Organic Matter
Org	Organics

Structure			
Gr	Granular	*Blocky Only:*	
Wd	Wedge	VFB	Very Fine Blocky
Pl	Platy	FB	Fine Blocky
Pr	Prismatic	MB	Medium Blocky
Co	Columnar	CB	Coarse Blocky
SG	Single Grain	VCB	Very Coarse Blocky
Ma	Massive	AB	Angular Blocky
Cl	Cloddy	SAB	Sub-angular Blocky

Aggregates					
G	Gravel	C	Cobbles	S	Stones

Master Horizon Designator	
L	Litter, slightly decomposed organic material
F	Fibric, moderately decomposed organic material
H	Humic, well decomposed organic material
O	Organic, poorly drained peat layer
A	Mineral, humus accumulation, loss FE, Al &clay
AB	Transition between A & B ; A dominates
BA	Transition between B & A ; B dominates
B	Addition of $CaCO_3$, salts, clay, Fe, Al & organic matter. Dev. Soil structure/colour change
BC	Transition between B &C ; B dominates
C	Parent material, unaffected by soil forming processes
W	Water, found in Crysolic, Organic, or Gleysolic soils
R	Rock

Lower Case Suffixes			
b	Buried horizon	n	Na salt, horizon has columnar structure
c	Irreversible cemented horizon	p	Disturbed by mans activities
ca	Carbonate enrichment, >10 cm thick	s	Horizons with salts- gypsum, crystals or veins seen
cc	Cemented pedogenic concretions	sa	Secondary salt enrichment, horizon >10 cm thick
e	Eluvial horizon	ss	Slickensides
f	Al & Fe enrichment	t	Illuvial silicate clay present
g	Gleyed horizon	u	Horizon disrupted by physical or fauna present
h	Organic matter enrichment	v	Vetic horizon caused by shrink & swell clays
j	Indicated failure to meet limits of suffix it modifies	x	Fragpan horizon
k	Presence of calcium carbonate	y	Horizons broken by cryoturbation
m	Modified, slightly altered horizon	z	Frozen horizon

Dry Aggregate Strength (Consistency)		
L	Loose	Incoherent; falls apart
S	Soft	Weakly coherent, fragile; breaks into a powder under very gentle pressure
Sh	Slightly Hard	Weakly resistant to pressure; easily crushed between thumb & forefinger
H	Hard	Moderately resistant to pressure; considerable pressure between thumb & forefinger
Vh	Very Hard	Very resistant to pressure; unable to break between thumb & forefinger
Eh	Extremely Hard	Very resistant to pressure; unable to break in hands
R	Rigid	Cannot be crushed except by extreme pressure
Moist Aggregate Strength (Consistency)		
L	Loose	Incoherent, falls apart
Vf	Very Friable	Easily crushed when under very gentle pressure; coheres when pressed together
Fr	Friable	Easily crushed under moderate pressure; coheres when pressed together
F	Firm	Crushed under mod pressure between thumb & forefinger; resistance is noticeable
VF	Very Firm	Crushed between thumb & forefinger; strong pressure required
EF	Extremely Firm	Cannot be crushed between thumb & forefinger
Wet Aggregate Strength (Consistency)		
NS	Non-sticky	After pressure, no soil adheres to thumb or forefinger
SS	Slightly Sticky	After pressure, some soil adheres to thumb or forefinger; soil doesn't stretch
S	Sticky	After pressure, soil adheres strongly to thumb or forefinger; stretches somewhat, pulls apart
VS	Very Sticky	After pressure, soil adheres strongly to thumb or forefinger; stretches; pulls apart

APPENDIX A

ALR DISTURBANCE AREA

SECTION	PROPOSED	EXISTING	TOTAL
Sec36 Tp81 R22	19.709 ha	3.780 ha	23.489 ha
TOTAL	**19.709 ha**	**3.780 ha**	**23.489 ha**

RIPARIAN MANAGEMENT AREA (RMA) TABLE

CROSSING NO	WATER BODY ID	RMA	GROSS AREA OF WETLAND IMPACTED	GROSS AREA OF RMA IMPACTED
N/A	N/A	N/A	0.000 ha	0.000 ha

REVISION TABLE

REV.	DATE (yyyy/mm/dd)	DESCRIPTION	DRAFTER	CHECKER
0	2025/01/22	Original Plan Issued	RW	CH
1	2025/02/24	Moved Campsite and removed Access Roads	RW	CH

AREAS REQUIRED

DESCRIPTION	EXISTING DISTURBANCE	NEW DISTURBANCE	TOTAL
PRIVATE LAND			
Campsite	19.157 ha	0.552 ha	19.709 ha
Total	**19.157 ha**	**0.552 ha**	**19.709 ha**
TOTAL (PROJECT)	**19.157 ha**	**0.552 ha**	**19.709 ha**

TABLE OF CROSSINGS

No.	DESCRIPTION	STATION	UTM NAD83	OWNER	REFERENCE DRAWING
1	Pipeline R/W Plan _____ (AD No. 10073225) (Abandoned)	0+017	N: 6214706, E: 605448	Orphan Fund	N/A
2	Powerline R/W Plan _____ (APPLICATION No.: 10011882f)	0+051	N: 6214728, E: 605460	Crew Energy	N/A
3	Pipeline R/W Plan _____ (AD No. 10073225) (Abandoned)	0+021	N: 6214706, E: 605448	Orphan Fund	N/A

LEGEND

- Active Well
- W* Wetland Classification
- High Grade Road
- Bushline
- Buried Pipe
- No or # Number

SURVEY NOTES

Horizontal Datum: NAD83 (CSRS) 2002.0 UTM Zone 10

This plan represents the best information available at the time of survey. Caltech Group Inc. and its employees take no responsibility for the location of any underground conduits, pipes, or other facilities whether shown on or omitted from this plan. All underground installations should be located by the respective authorities prior to construction. Contact BC One Call before digging.

PROJECT NOTES

OPERATOR

TOURMALINE OIL CORP.

PLAN SHOWING PROPOSED CAMPSITE IN DL 189 (11-36-81-22)

PEACE RIVER DISTRICT

BCGS 94A.004

50 0 50 100 150

The intended plot size of this plan is 864mm in width by 560mm in height (D size) when plotted at a scale of 1: 2,000

Caltech Caltech BC Land Surveying Inc. CALTECH FILE NO.: 25-0071ASP01R1

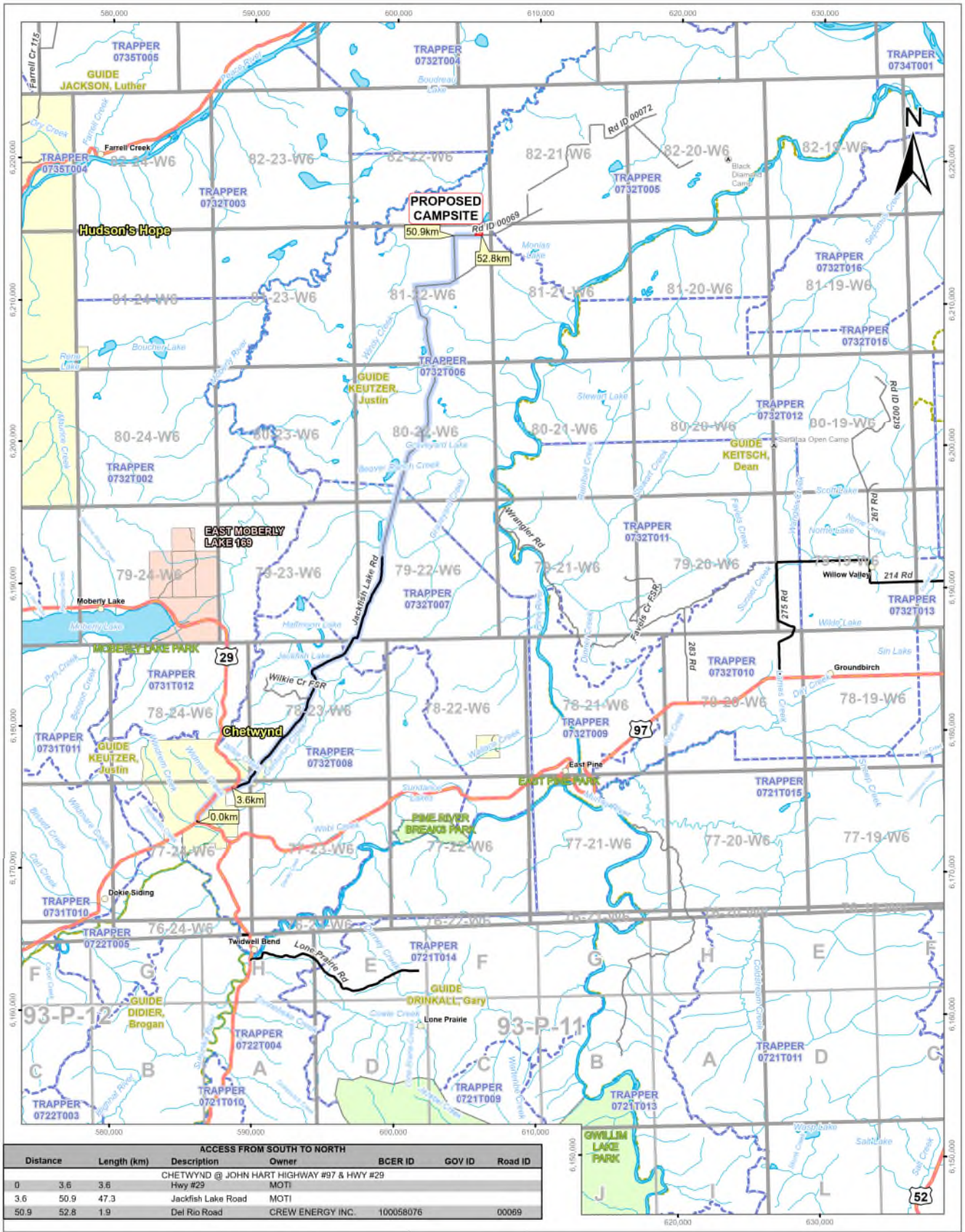
Fort St. John, BC 250.263.9123 caltechgroup.com

TOURMALINE OIL CORP.

OPERATOR FILE NO.:
OPERATOR AFE NO.: 2520177
AD NO.:
FIELD: MONIAS

SHEET 1 OF 1

1 REVISION



ACCESS FROM SOUTH TO NORTH

Distance		Length (km)	Description	Owner	BCER ID	GOV ID	Road ID
CHETWYND @ JOHN HART HIGHWAY #97 & HWY #29							
0	3.6	3.6	Hwy #29	MOTI			
3.6	50.9	47.3	Jackfish Lake Road	MOTI			
50.9	52.8	1.9	Del Rio Road	CREW ENERGY INC.	100058076		00069

Legend

Project Area
- Project Features
- Project Route

Transportation
- Highway
- Arterial
- Collector
- Railway

Points of Interest
- Mile Post
- Industrial Camp
- Community/Locality

Boundaries
- City
- Indian Reserve
- Park

Tenures
- Trapper
- Guide

Hydrology
- Lakes
- Rivers

TOURMALINE

Map Coordinate System:
NAD 1983 UTM Zone 10N
UTM N 6214925 E 605729
GEO N 56°04'04.05" W 121°18'06.06"

WA No.:
CROWN FILE:
FIELD: MONIAS
TRAPPER: 0732T006
GUIDE/OUTFITTER: JUSTIN KEUTZER
RANGE TENURE: RAN078124
BCGS: 94A.004
NTS SHEET: 94-A-3

TOURMALINE OIL CORP.

BCGS ACCESS MAP SHOWING

CAMPSITE IN DL 189 (11-36-81-22)

PEACE RIVER DISTRICT

5,000 2,500 0 5,000 10,000 15,000 m

Scale: 1:250,000

Map Coordinate System: NAD 1983 UTM Zone 10N

Rev	Date	Revision Description	Drawn / Checked
0	25/01/28	Original Map Issued	GJ / HEV
1	25/02/21	Moved Campsite and Removed Access Roads	GJ / CH
-	-	-	-

Caltech
Caltech BC Land Surveying Inc.
Fort St. John, BC
250.263.9121
caltechgroup.com

Job No.: 25-0071
AFE No.: 25Z0177
Client File No.:
File No.: 25-0071AAM01R1

Page : 1 of 1

APPENDIX B

Overview of existing approach at crossing 1 and 2.

Overview of the proposed development facing North.

Overview of the proposed development facing Northeast.

Overview of existing approach at crossing 3.

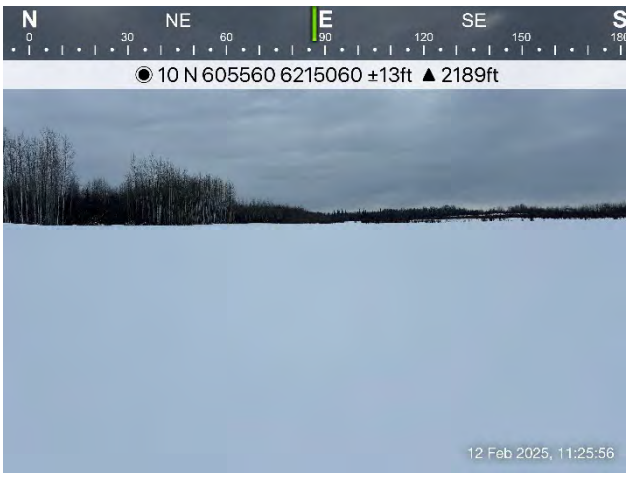
Soil profile at assessment point C1.

North from assessment point C1.

Soil profile at assessment point C2.

Southeast from assessment point C2.

Soil profile at assessment point C3.



East from assessment point C3.

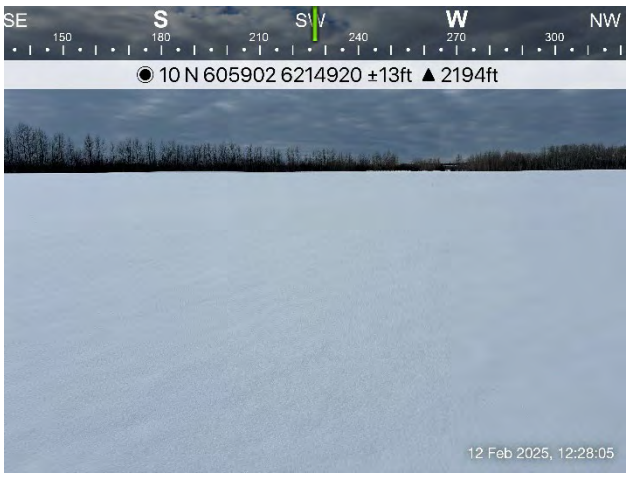
Soil profile at assessment point C4.

Southwest from assessment point C4.

Soil profile at assessment point C5.

West from assessment point C5.

Soil profile at assessment point C6.



Southwest from assessment point C6.

Soil profile at assessment point C7.

North from assessment point C7.

Soil profile at assessment point C8.

Northeast from assessment point C8.

Soil profile at assessment point C9.

Soil profile at assessment point C10.

Southwest from assessment point C10 towards Del Rio Road.

Soil profile at assessment point C11.

South from assessment point C11.

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: DS-BRD-489

From: Development Services Date: July 17, 2025

Subject: Regional Climate Resiliency Plan – Request for Endorsement

RECOMMENDATION: *[Corporate Unweighted]*

That the Regional Board endorse the Regional Climate Resiliency Plan which provides a framework for the Peace River Regional District to continue working towards a sustainable and climate-resilient future, taking into consideration the unique opportunities and challenges found in this northern and rural region.

BACKGROUND/RATIONALE:

The Plan:

The Peace River Regional District (PRRD) has been facing increasing climate-related challenges including wildfires, floods, extreme heat, drought and severe storms. These events pose risk to daily life, infrastructure and the local economy, underscoring the need for a proactive and coordinated approach to climate resilience. The Regional Climate Resiliency Plan (RCRP) provides a framework for action that the PRRD can undertake to help better prepare, adapt and build resilience for these events.

The RCRP provides an overview of existing actions undertaken in the region to-date, regional climate projections and how climate impacts can disproportionately impact vulnerable populations. The plan then provides a fulsome action plan with the following key them areas:

- Buildings and Energy
- Transportation and Mobility
- Public Infrastructure and Corporate responsibility
- Local Economy and Agriculture
- Emergency Management
- Ecosystems and Green Spaces

The actions are separated into three categories:

- Regional District Scope
  - Actions that can be directly led and/or implemented by the PRRD.
- Collaboration
  - Actions that require cross-jurisdictional collaboration.
- Advocacy
  - Advocating to other levels of government for improved processes, policy updates, support and resources.

Some actions can be achieved by incorporating climate risk considerations and best practices into existing projects, bylaw and policy updates, while other actions for larger projects or undertakings will be required to go through the formal budgeting and Board approval processes.

Background:
This project was authorized through the 2023 budget process and work began in early 2024. Since that time the following has occurred:

1. March 30, 2024 – Presentation outlining engagement events for the summer of 2024.
2. June 8 – 12, 2024 – In-person engagement events were held throughout the region.
3. June 8 – July 31, 2024 – Survey to receive public input was open.
4. September 12, 2024 – Interim Summary Report was presented to the Regional Board.
5. March 3, 2025 – Draft Regional Climate Resiliency Plan was presented to the Regional Board.
6. March 6 – 28, 2025 – Survey to receive input on the draft plan was open.

Staff and partners, including representatives from provincial agencies and agricultural producer groups, participated in several workshops throughout the plan's development. The final plan presented today is the result of significant public input and feedback received throughout the workshops and engagement events.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Asset and Infrastructure Management
- ☒ Collaboration and Cooperation with First Nations
- ☒ Interprovincial Collaboration
- ☒ Emergency Management

FINANCIAL CONSIDERATION(S):

This project was entirely funded through the Green Carbon Reserve Fund.

COMMUNICATIONS CONSIDERATION(S):

The RCRP Project 'Have Your Say' webpage will be updated with the RCRP final plan, pending Board approval.

OTHER CONSIDERATION(S):

Endorsement of this plan does not mandate the Board to undertake any actions outlined therein. All projects will follow the standard budgeting and Board approval processes, where applicable.

Attachment:

1. Regional Climate Resiliency Plan

External Link:

1. Draft Regional Climate Resiliency Plan – See Item 12.1 on the Regional Board Meeting Agenda dated March 6, 2025

PEACE RIVER REGIONAL DISTRICT

Regional Climate Resiliency Plan

Acknowledgement

We would like to extend our gratitude to all the individuals and organizations who contributed to developing the Peace River Regional District Regional Climate Resiliency Plan. Your input has been essential in refining and enhancing the final Plan. We deeply appreciate your time and dedication to this important work.

PROJECT LEAD

Ashley Murphey, RPP, MCIP,
General Manager of Development Services

PROJECT CONSULTANT

Pinna Sustainability Inc.

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Kari Bondaroff
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Roxanne Shepherd
Ryan Kirkham
Shawn Dahlen
Tristan Kreuzinger
Tyra Henderson

PARTICIPATING ORGANIZATIONS

Agricultural Land Commission - North
BC Grain Producers Association
Fort St. John & District Chamber of Commerce
Ministry of Agriculture - Peace Region
Ministry of Emergency Management and Climate Readiness
Ministry of Transportation and Infrastructure - Peace
Northern BC Tourism
Northern Health
Peace River Forage Association
Tumbler Ridge UNESCO Global Geopark

Executive Summary

The Peace River Regional District (PRRD) is facing increasing climate-related challenges, including wildfires, floods, extreme heat, droughts, and severe storms. These events threaten daily life, infrastructure, and the local economy, underscoring the need for a proactive and coordinated approach to climate resilience and greenhouse gas (GHG) emission reduction. The Regional Climate Resiliency Plan provides a framework for addressing these challenges while aligning with provincial and national climate goals.

The PRRD's rural, northern location presents distinct climate action challenges, including cold winters with high energy demands, infrastructure limitations, and long travel distances between settlements and services. The plan acknowledges these realities while leveraging opportunities for sustainable innovation. It outlines strategies for both adaptation and mitigation, ensuring that the region is prepared for future climate impacts while reducing its reliance on fossil fuels.

Key components of the plan include:

- Buildings and Energy: Improving energy efficiency and enhancing the resilience of homes and buildings while expanding access to reliable, low-carbon energy sources.
- Transportation and Mobility: Supporting sustainable and climate-resilient transportation infrastructure.
- Public Infrastructure and Corporate Responsibility: Strengthening water supply sustainability, increasing resilience in regional infrastructure, and reducing corporate emissions.
- Local Economy and Agriculture: Promoting sustainable agricultural practices and supporting businesses in reducing emissions and adapting to climate impacts.
- Emergency Management: Enhancing early warning systems, emergency response measures, and public awareness campaigns to prepare for climate-related hazards.
- Ecosystems and Green Spaces: Integrating green infrastructure into planning and preserving the region's natural environments to enhance resilience.

Implementation of the plan requires collaboration across governments, Indigenous communities, industry, and local organizations. The PRRD will track progress through clear goals and indicators, adjusting strategies as needed to ensure effectiveness. While challenges remain, the plan sets a foundation for a sustainable and climate-resilient future, ensuring that the Peace Region can continue to thrive in a changing climate.

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Introduction

The Peace River region is facing growing challenges as wildfires, floods, extreme heat, droughts, and severe storms become more frequent and severe. These climate-related events are disrupting daily life, livelihoods, and the local economy, putting strain on the region's ability to adapt and thrive. This highlights the importance of working together on practical, well-planned responses to protect what matters most to the region.

To face these challenges, the region must focus on both preparing for and adapting to changing conditions, ensuring communities remain resilient and capable of managing the impacts. The cold winters bring high energy demands, and long distances between communities make personal vehicles a necessity, with limited public transportation options. While these issues are significant, responding to them also presents opportunities to strengthen the region and drive innovation.

The **Regional Climate Resiliency Plan** is designed for the electoral areas of the Peace River Regional District (PRRD). The plan aims to help these rural areas adapt to projected climate impacts and take steps to reduce greenhouse gas (GHG) emissions. It provides a framework that respects the unique conditions of these rural, northern communities while working toward broader provincial and global climate goals.

- **Adaptation**: Preparing for and managing the impacts of climate change by making homes, infrastructure, natural areas, and community systems more resilient.

- **Mitigation**: Reducing GHG emissions in a way that acknowledges the specific challenges faced by rural and resource-based communities, while contributing to global efforts to reduce climate impacts.

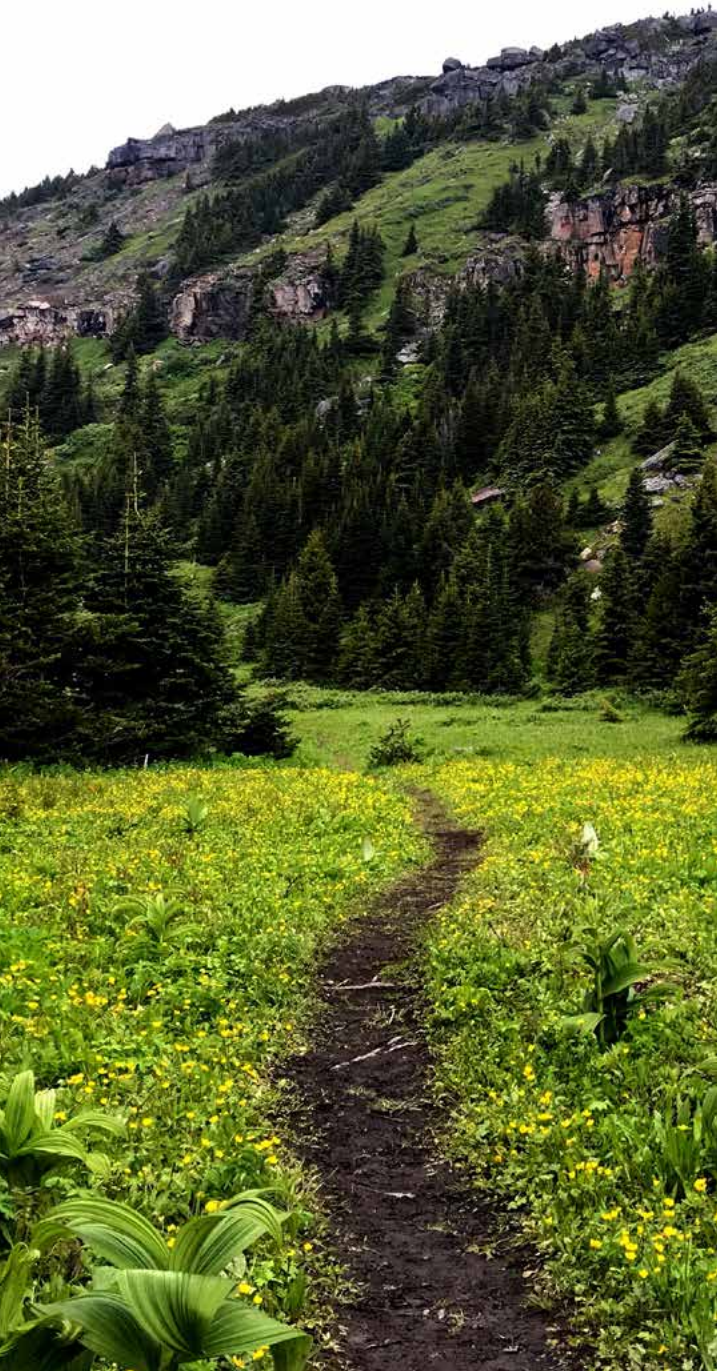
Provincial targets call for a 40% reduction in emissions below 2007 levels by 2030 and achieving net-zero emissions by 2050. While these targets are critical for meeting national and global climate commitments, the path to achieving them will look different for each community. In the Peace River region, the cold climate and geographically dispersed communities make adopting technologies like electric vehicles and heat pumps more challenging in the near term.

Given these factors, it is crucial that climate action strategies are tailored to the distinct realities of living and working in northern, rural communities, while still striving to meet overarching emissions reduction goals.

Through this Plan, the PRRD aims to:

- Strengthen infrastructure to better withstand climate hazards.
- Support sustainable practices in resource industries.
- Empower communities through education and involvement in the climate action process.
- Enhance collaboration among the regional district, municipalities, provincial ministries, First Nations, industry associations, agricultural groups, energy providers, health services, chambers of commerce, tourism organizations, and other key interest holders to build a comprehensive approach to climate action.

By establishing a foundation for a resilient, low-carbon future, the PRRD is taking an important step to protect the health, safety, and prosperity of its communities in a changing world.



Overview

The Peace River Regional District (PRRD) covers the largest area of any regional district in B.C. It is bordered by the Northern Rockies to the north, the Stikine Region to the northwest, the Bulkley-Nechako Region to the southwest, and the Fraser-Fort George Region to the south. The region's varied terrain includes forests, mountains, wetlands, grasslands, and agricultural lands, with communities dispersed across large distances. Its rural and remote nature poses unique challenges for infrastructure, transportation, and service delivery, with limited public transit options and long travel distances between settlements.

The region's economy is largely driven by resource industries such as agriculture, forestry, oil, and gas, alongside growing tourism and small-scale industries. While the economy is vulnerable to climate impacts, it also offers opportunities for sustainable innovation and resilience.

The PRRD serves these key functions:

1. Acts as local government for its unincorporated electoral areas.
2. Provides the political and administrative frameworks for municipalities and electoral areas to collaborate on service delivery.
3. Coordinates and provides regional services.[1]

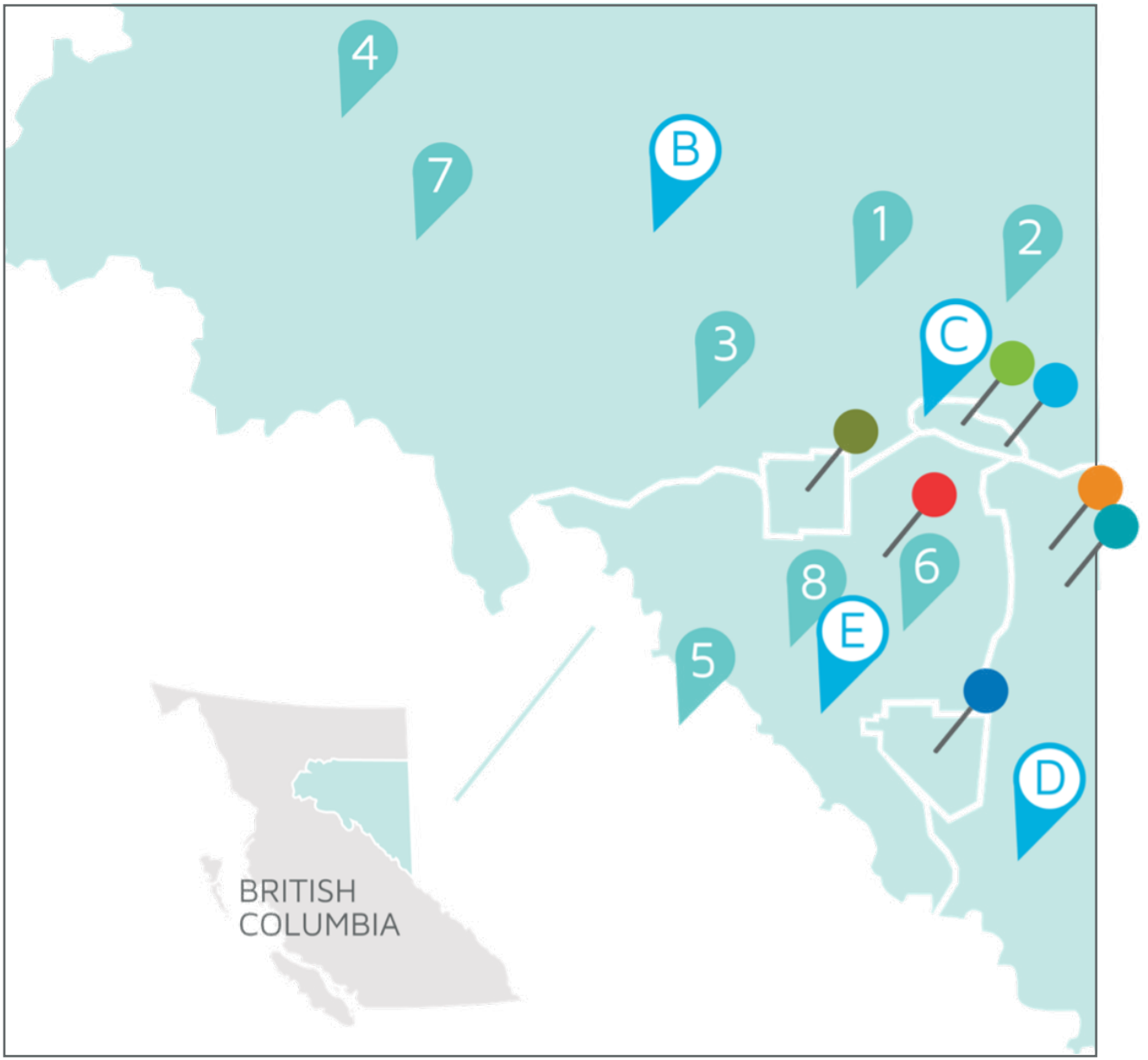
As an essential regional government, the PRRD offers leadership, advocacy, and a variety of services, including:

- Building inspection
- Fire protection
- Invasive Plant Program
- Parks and recreation
- Planning and Land Use Management
- Rural water services
- Solid waste management
- Wastewater treatment and collection[2]

The PRRD collaborates closely with local governments, First Nations, agencies, and volunteer organizations to address regional challenges and enhance service delivery. It includes seven incorporated municipalities and four electoral areas, representing over 40 rural communities (see Figure A).

[1]Peace River Regional District ([2024]) Peace River Regional District Regional Growth Strategy Regional Profile.
[2]Peace River Regional District (n.d.) Who We Are. Retrieved from https://prrd.bc.ca/who-we-are/

Figure A: Peace River Regional District Electoral Areas and Communities



INCORPORATED COMMUNITIES

- District of Chetwynd
- City of Dawson Creek
- City of Fort St. John
- District of Hudson's Hope
- Village of Pouce Coupe
- District of Taylor
- District of Tumbler Ridge

ELECTORAL AREAS

- Electoral Area 'B' (18 unincorporated communities)
- Electoral Area 'C' (6 unincorporated communities)
- Electoral Area 'D' (12 rural communities)
- Electoral Area 'E' (10 rural communities)

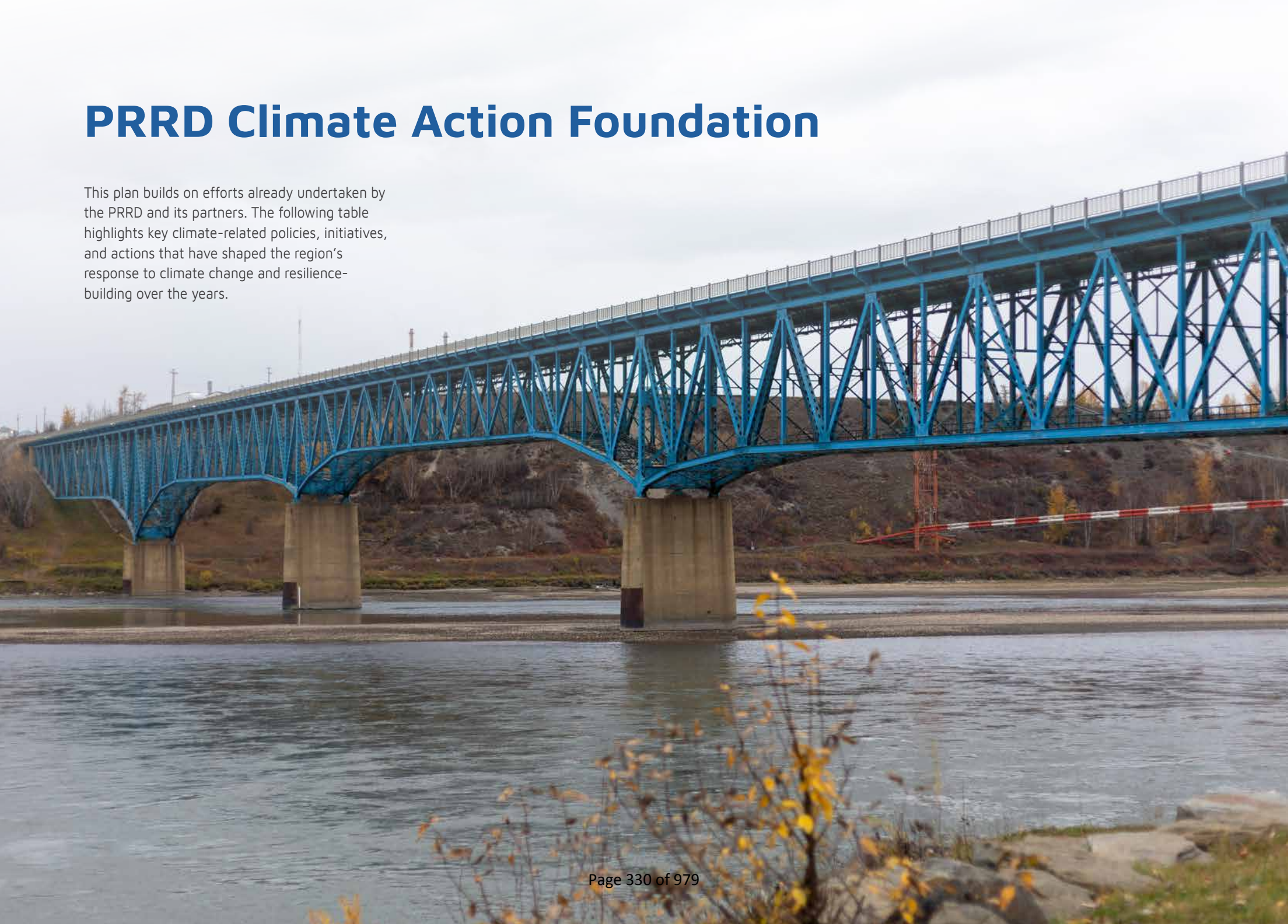
FIRST NATIONS COMMUNITIES

The Peace River Regional District is situated on the traditional territory of the Dane-zaa (Beaver), signatories of Treaty 8 and the Métis Nation BC Region 7.

1. Blueberry River First Nations
2. Doig River First Nation
3. Halfway River First Nation
4. Kwadacha Nation
5. Saulteau First Nations
6. Tsay Keh Dene Band
7. West Moberly First Nations

PRRD Climate Action Foundation

This plan builds on efforts already undertaken by the PRRD and its partners. The following table highlights key climate-related policies, initiatives, and actions that have shaped the region's response to climate change and resilience-building over the years.



CATEGORY	EXISTING CLIMATE POLICIES AND INITIATIVES RELATED TO CLIMATE ACTION
Organizational Leadership	**2023-2026 Strategic Plan**: Includes a goal under emergency management to ensure the PRRD's interests are articulated and considered in response to proposed amendments to the Emergency Program Act and Fire Services Act.
Land Use and Transportation	**Flood Risk Assessment (2020)**: Identification of the primary causes of flooding in Chetwynd, Moberly Lake, and Pouce Coupe and development of a foundation for flood mapping to address identified risks. **Floodplain Identification and Flood Hazard Mapping (2021)**: Developed floodplain and hazard maps for key areas, classified alluvial fans, and provided strategic recommendations for long-term flood risk management. **Regional Growth Strategy (2025 draft)**: Long-range plan and regional vision statement that outlines actions to support key areas (e.g. housing, transportation, economy, and more) in the context of the changing climate.
Emergency Management and Preparation	**Rural Emergency Response Plan (2014)**: Comprehensive, all-hazards plan. **Regional Debris Management Operational Plan (2022)**: Provides systematic guidance on managing debris after emergencies. **Community Wildfire Resilience Plans (2023)**: Includes recommendations to increase regional resilience to wildfires and emergency planning for wildfires. **FireSmart Campaign (Ongoing)**: Achievements since 2021 include 100 home assessments, 10 critical infrastructure assessments, and various community events.
Water and Waste	**Regional Solid Waste Management Plan (2022)**: Focus on efficiency, reducing/reusing/recycling, and sustainable management. **Water Conservation Plan (2023)**: Assessed water demands, inventoried water resources, and proposed conservation actions. **Composting Pilot at Bessborough Landfill (2024)**: Includes landfill gas collection and control systems.
Ecosystems	**Invasive Plants Program (Ongoing)**: Management of invasive plants through prevention, containment, and restoration using hand-pulling, spraying, and re-seeding, with resources like the Invasive Plant Priority List.
Energy Efficiency and Emission Reduction	**PRRD Electoral Area Official Community Plans**: Set GHG reduction targets and actions that promote alternative energy, and collaboration to improve energy efficiency and emissions reductions.

Regional Climate Resiliency Plan Development

The PRRD's Regional Climate Resiliency Plan was developed over the course of a year, incorporating research, analysis, and extensive engagement with the community, PRRD staff and numerous organizations across the region. The process took a collaborative approach to ensure that the final plan addresses the unique needs and priorities of the region. Input from dedicated community members, local interest holders, and staff contributed to the establishment of clear goals and actions aimed at creating a resilient and low-emission future for the rural areas of the regional district.

PROJECT STEPS

- **Policy Analysis:** Reviewed existing federal, provincial, and PRRD policies to identify gaps and opportunities for regional action.
- **Climate Projections:** Analyzed regional climate projection data to understand the range of potential future climate impacts.
- **Emissions Inventory and Projections:** Gathered historical emissions data for the PRRD electoral areas.
- **Risk and Vulnerability Assessment:** Identified key risks and vulnerabilities based on local climate projections and engagement with staff and interest holders.
- **Goal Setting and Action Planning:** Established vision, goals, and climate action in the region, focusing on regional needs and challenges.
- **Best Practices Integration:** Integrated emerging best practices from other regions to enhance the strategy's effectiveness.

ENGAGEMENT

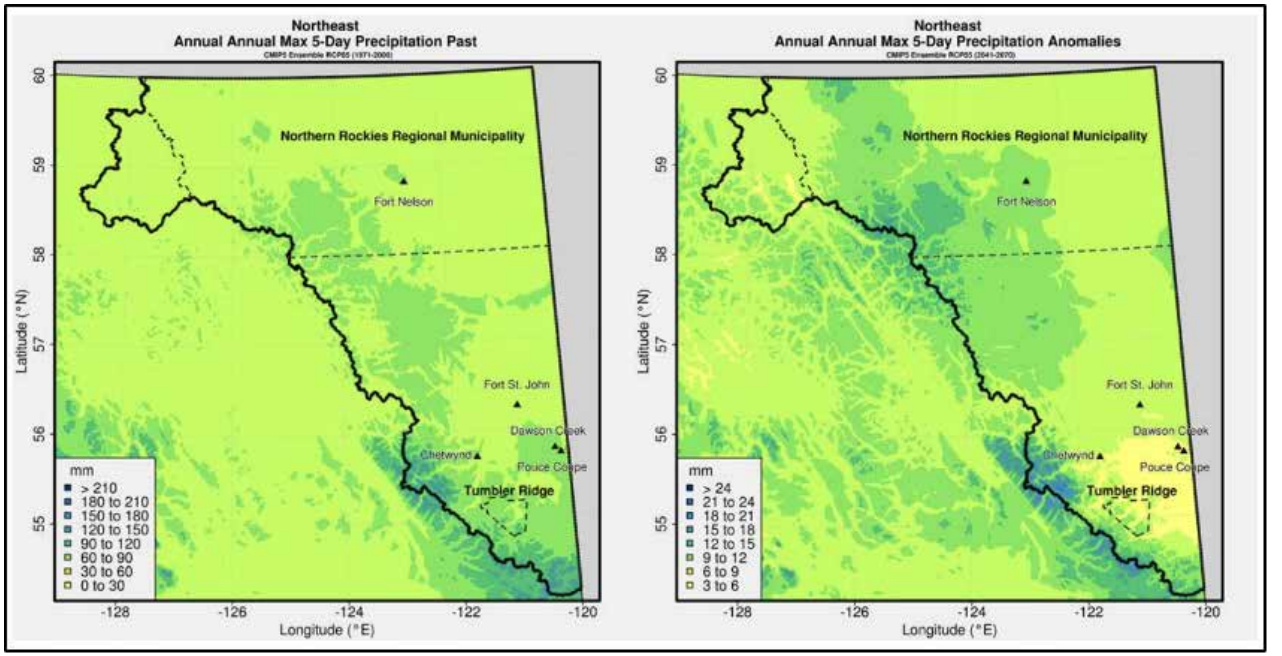
The development of the Plan included an engagement process ensuring broad participation and feedback throughout the plan's development. This included:

- **Public Survey and Open Houses:** An online survey was launched at the start of the project to gather input on climate action priorities. Four open houses (in Hudson's Hope, Tumbler Ridge, Fort St. John, and Dawson Creek) were held to engage residents directly and foster discussion on climate resilience. Two pop-up sessions were also held at the Fort St. John Farmer's Market and Chetwynd Chainsaw Carving Competition.
- **Workshops with Internal Staff and Interest Holders:** Four workshops brought together internal staff and interest holders to identify climate risks, gaps, and opportunities and to develop actions. Additionally, a session with the PRRD Board of Directors provided guidance and feedback for shaping the plan.

Climate Change

EXPECTED CLIMATE CHANGES

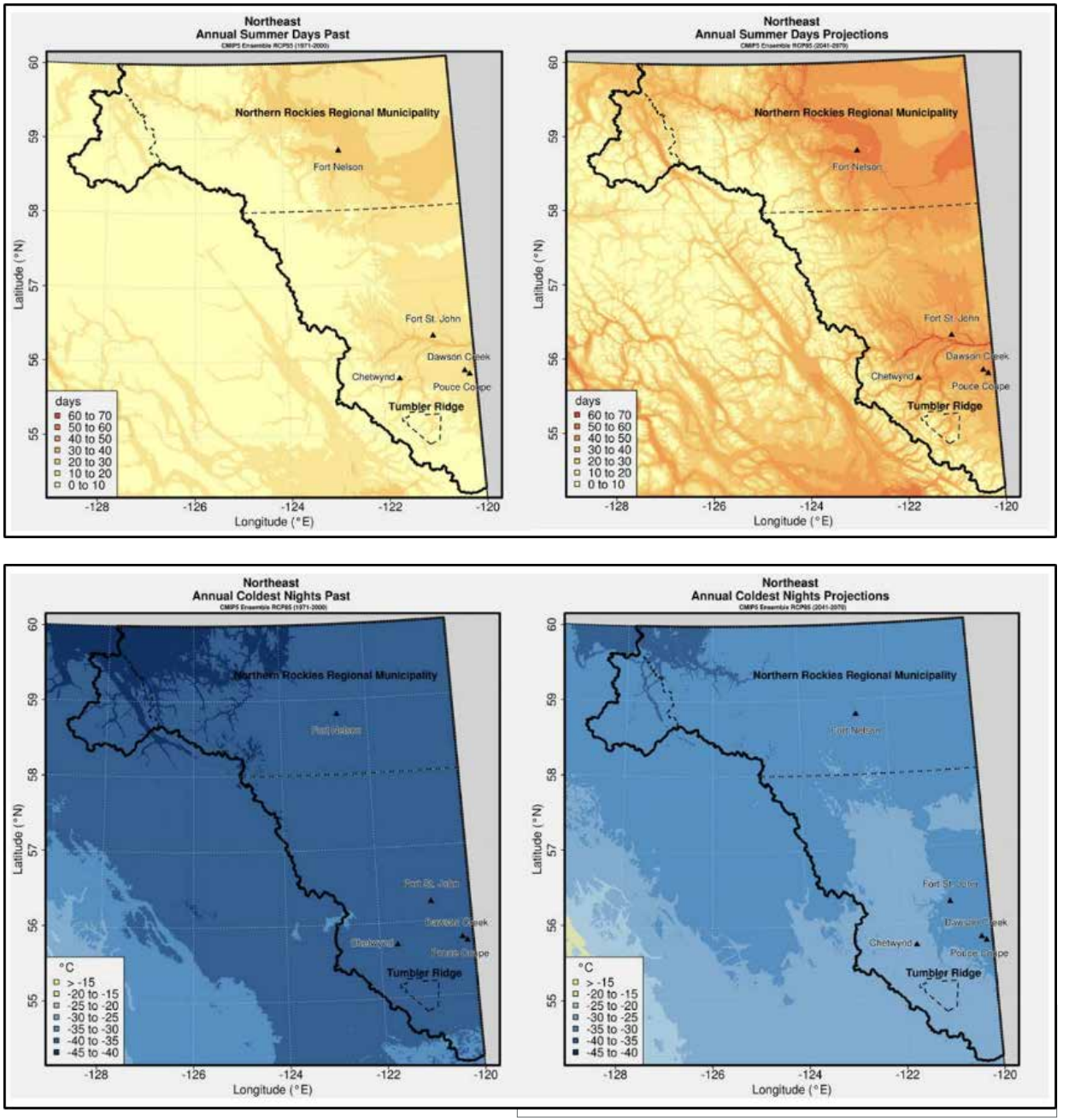
The region is expected to experience significant climate changes in the coming decades, which will affect both the environment and local communities. Some of these changes are already becoming evident. Key projections include:



- **Warmer Summers**: A sharp increase in the number of days over 25°C, with projections showing up to 32 days by the 2050s and 49 days by the 2080s (compared to 12 days in the 1980s). This will heighten wildfire risks, water shortages, and heat-related health concerns.
- **Warmer Winters**: Winter temperatures are expected to rise, reducing frost days by 28% and extending growing seasons by 37%, potentially benefiting agriculture.
- **Increased Precipitation**: A 30% increase in spring and autumn precipitation by the 2080s is anticipated, leading to more frequent flooding and added stress on ecosystems and infrastructure.
- **Extreme Weather Events**: The frequency and intensity of extreme weather events, such as windstorms, hailstorms, and heavy rainfall, are projected to rise.
- **Decreased Summer Streamflow**: Earlier snowmelt and reduced snowpack will result in lower summer streamflow, exacerbating water stress and impacting water availability.[3]

[3]Fraser Basin Council (2019). Climate Projections for the BC Northeast Region. Retrieved from https://www.fraserbasin.bc.ca/_Library/CCAQ/fbc_ne_climatereport_web.pdf

By the 2080s, temperatures in Northeast BC will resemble those of the Okanagan region in the 1980s. January temperatures will feel like March in the 1980s.



Disproportionate Climate Impacts

Climate change affects different populations in diverse ways, and not all groups will experience the impacts equally. Certain communities and individuals, due to a combination of social, economic, health, and environmental factors, are disproportionately vulnerable to climate hazards such as extreme heat, wildfires, flooding, and drought. Addressing these inequities is crucial to ensuring that climate resilience efforts are inclusive and effective. The following outlines key groups that should be prioritized to ensure all residents are supported in adapting to climate change impacts.

- **Low-Income and Precariously Housed Individuals**: People in low-income or unstable housing face challenges like poor-quality shelter and lack of cooling measures, leaving them more exposed to heat and air pollution. Limited access to transportation further restricts their ability to seek refuge during extreme weather.
- **Older Adults and Children**: Seniors and young children are more sensitive to extreme heat, air pollution, and other climate hazards. Health conditions and limited mobility increase their vulnerability, for example, during heatwaves and wildfires.
- **People with Physical Health Conditions and Disabilities**: Individuals with cardiovascular or respiratory conditions, as well as individuals with disabilities, face increased risks from climate impacts. Struggles with mobility or thermoregulation make it harder to adapt to extreme weather conditions.
- **People with Mental Health and Substance Use Challenges**: Mental health conditions or substance use disorders can impair an individual's ability to respond to climate threats. These individuals may also face added risks from medications and social isolation.
- **Indigenous and First Nations Communities**: Indigenous communities often experience disruptions to food sovereignty, cultural practices, and access to emergency services, further compounding their vulnerability to climate change.
- **Outdoor Workers and Farmers**: Those working outdoors, such as farmers and construction workers, are exposed to extreme conditions, leading to health risks and economic strain, especially during droughts and heat waves.
- **Immigrants and Linguistically Isolated Individuals**: Language barriers can limit access to vital information, making immigrants and non-English speakers more vulnerable during climate-related events.
- **Women and Pregnant People**: Pregnant women and women in disaster situations face unique health risks from extreme weather, such as pre-term birth, and are also at increased risk of gender-based violence.

Greenhouse Gas Emissions

Understanding the sources of GHG emissions in the region is essential for developing effective emission reduction strategies. As a regional district, the PRRD can implement strategies and advocate for initiatives and policies that directly influence emissions while also supporting broader regional, provincial, and industry-wide efforts to meet climate goals.

INVENTORY METHODS

The GHG emissions inventory for the PRRD was developed following the BC Best Practices Methodology for Quantifying GHG Emissions and the provincial Community Energy and Emissions Inventory data. This data for local inventories focuses on emissions from transportation, buildings, and solid waste—three key sectors where local governments have the greatest influence. By focusing on these sectors, the inventory provides a clear and actionable framework for local climate policy and community-based initiatives. The inventory does not include industrial processes, agriculture, air travel, and shipping, as most of these sectors lie outside the jurisdiction of local governments. Land use changes are also not quantified in this inventory.

KEY SOURCES OF EMISSIONS IN THE REGION

As of 2021, total GHG emissions for the PRRD community-wide were approximately 216,000 tonnes of CO2e. Figure B shows the breakdown of GHG emissions by sector in 2021 for PRRD electoral areas.

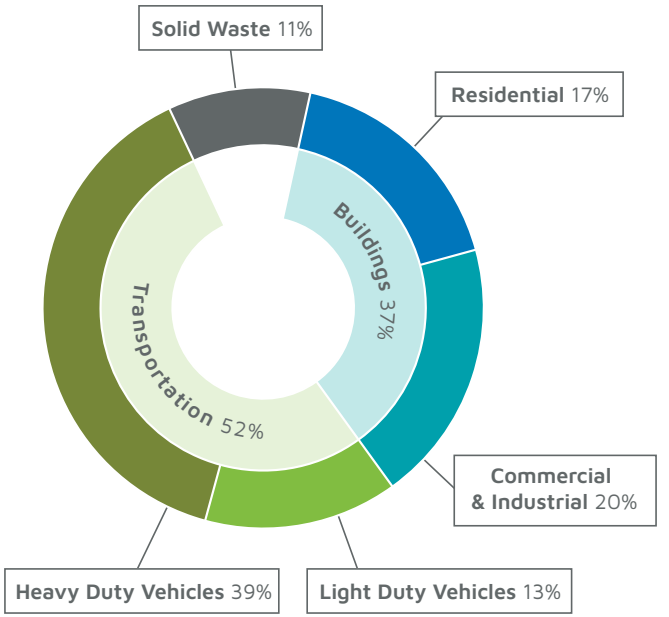


Figure B: Summary of 2021 GHG emissions by sector.

Transportation is the largest contributor to GHG emissions in the region, making up 52% of total emissions. Within this sector, heavy-duty vehicles like trucks and buses are the main source (39% of all emissions). Given the region's reliance on diesel fuel and limited zero-emission options for these vehicle types at this time, reducing transportation emissions will present challenges in this region. However, the introduction of cleaner technologies such as eventual adoption of zero-emission heavy-duty vehicles, improving fuel efficiency, and alternative fuels could offer opportunities to reduce emissions over time. Light-duty vehicles (cars and small trucks) are the second largest source of transportation emissions. These vehicles are expected to reduce emissions more quickly with continued improvements to fuel efficiency and the provincial and federal regulations requiring the sale of zero-emission light-duty vehicles by 2035.

Buildings contribute 37% of the region's emissions, with residential, commercial, and industrial buildings being significant sources of stationary energy use. Natural gas is the primary driver of these emissions, accounting for 80% of all building-related emissions and 92% of commercial and industrial building emissions. The region's cold winter temperatures present a barrier to reducing natural gas dependency. However, opportunities exist to significantly cut emissions in this sector by enhancing building efficiency through building code updates, adopting heat pumps specializing in cold-weather performance, and bolstering the reliability of the regional electricity grid. Simultaneously, increasing funding opportunities for deep carbon retrofits may unlock the capital needed to support energy efficiency investments across all building types.

Solid Waste contributes 11% of the region's emissions. Emissions in this sector come (largely) from the release of greenhouse gases as solid waste decomposes in landfills. Ongoing efforts to reduce waste through improved recycling programs and composting can help mitigate emissions from waste disposal. Regulation of methane emissions from landfills can also lead to a reduction in emissions from this sector.

Figure C presents a detailed breakdown of total GHG emissions in the PRRD, segmented by fuel type. It does not include emissions from solid waste or electricity-associated emissions within the district. Most (60%) emissions from fuel usage comes from transportation fuels, with diesel emissions representing the single biggest source of emissions of any fuel. These emissions come largely from heavy-duty vehicles in use across the district. In the building sector, the predominant fuel type is natural gas, responsible for around 34% of fuel-source emissions. Natural gas is primarily used for heating and cooling residential and commercial buildings although a small portion is used to power vehicles as well. The remaining emissions come from the use of other fuel types, such as propane and heating oil, which are less common but still contribute to the overall emissions footprint.

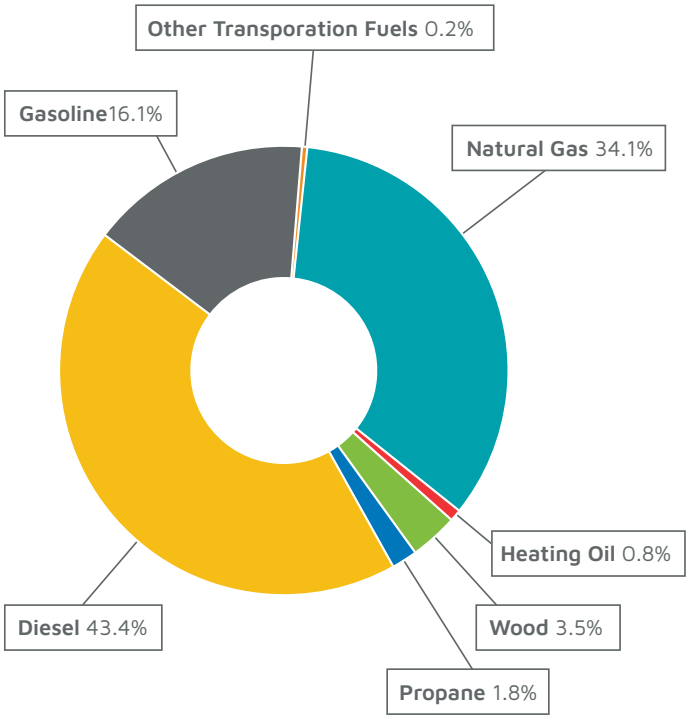


Figure C: Breakdown of total greenhouse gas emissions in the PRRD.segmented by fuel type (2021).

While emissions from agriculture, industrial processes, and other sectors fall outside the jurisdiction of local governments, the PRRD can play a vital role in promoting sustainability and encouraging broader regional, provincial, and industry-wide efforts to meet climate goals. Local policies and initiatives targeting transportation, waste management, and buildings can be crucial in driving emissions reductions and fostering a more sustainable future.

GREENHOUSE GAS EMISSION REDUCTION GOALS

To align with provincial and national GHG emission reduction targets, the PRRD will focus on lowering regional emissions by reducing fossil fuel reliance, improving energy efficiency, and promoting sustainable land-use practices—while prioritizing resilience. These actions will mitigate climate change impacts and provide important co-benefits such as lower energy costs and greater local energy independence.

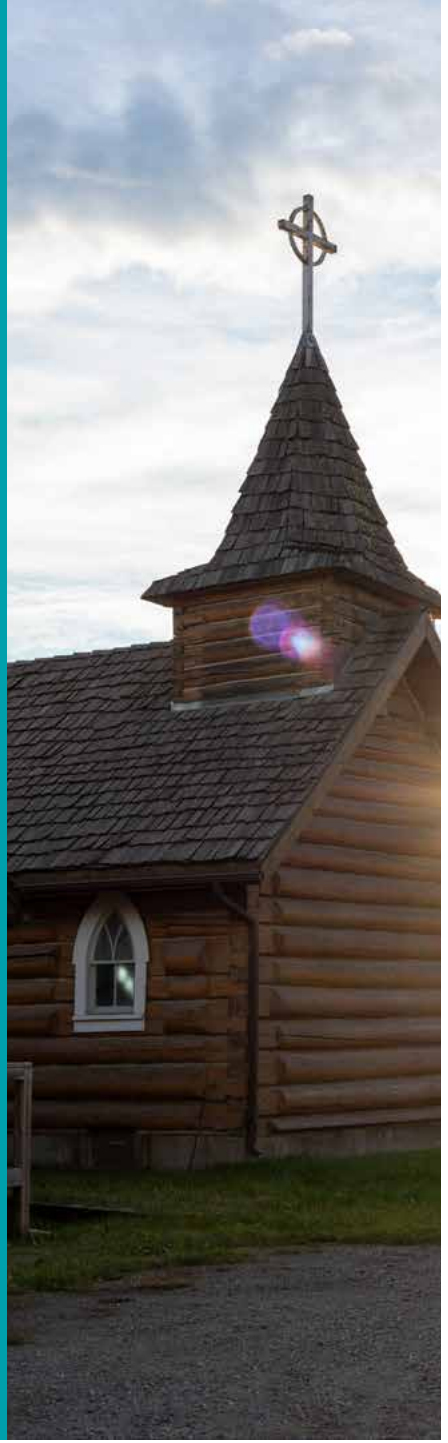
At the same time, the PRRD also recognizes the unique challenges facing the region in decarbonizing. The northern climate, characterized by large seasonal variations and long winters, means the district has a significant dependence on heating and energy-intensive infrastructure. The relatively remote and dispersed nature of the communities also means more limited access to suitable low-emission alternatives. Together, these realities pose barriers to rapid emission reductions. As such, overcoming these obstacles will require tailored, gradual solutions and sustained support from all levels of government.

Climate Resiliency Plan

The actions outlined in this plan emphasize the regional district's role in both enhancing resilience to climate change and reducing GHG emissions across the electoral areas of the region. These actions are designed to align with the PRRD's capacities and jurisdiction, while fostering collaboration with other levels of government, community groups, Indigenous communities, and the private sector.

The PRRD acknowledges its important role in achieving this plan's goals, but recognizes its capacity is limited. Successful implementation will rely on coordinated contributions from various organizations, with provincial and federal funding, legislative support, and private investments being essential to realize the goals in this plan. Collective action, shared responsibility, and a close collaboration across sectors will be key to ensuring these climate goals are achieved and sustained over time.

BUILDINGS AND ENERGY



GOAL 1:

Enhance resilience and efficiency of homes and buildings

Indicator: Net community building emissions and energy use/ dwelling.

GOAL 2:

Ensure reliable power sources

Indicator: Percentage increase in backup energy and renewable energy systems installed annually.

OVERVIEW

Buildings in the region play a vital role in providing safety and comfort to residents, businesses, and organizations amidst the region's diverse and challenging climate. However, energy inefficiencies, particularly in older structures, heighten vulnerabilities to climate hazards such as extreme weather, power outages, and flooding. These challenges are further exacerbated by increasing energy demand and the need for reliable, affordable energy solutions.

Through engagement with the community, concerns emerged around the inefficiencies of current energy systems and the growing impact of extreme weather on buildings and infrastructure. Addressing these issues by promoting energy-efficient upgrades, renewable energy adoption, and improving buildings and homes' resilience to climate change offers an opportunity to mitigate risks, lower costs, and reduce GHG emissions.

Goal 1: Enhance resilience and efficiency of homes and buildings

REGIONAL DISTRICT SCOPE	TIMEFRAME
1.1 Explore assistance for home energy retrofits Explore providing assistance, resources or top-up incentives to help residents complete energy-efficient home upgrades, improving home resiliency and reducing emissions.	Medium (2-5 years)
1.2 Explore the development of a Regional Housing Plan which incorporates resilient and low/ zero carbon building principles Explore the development of a Regional Housing Plan, in collaboration with member municipalities, including engaging with the public and interest holders on opportunities and challenges to integrate resilient building principles and low carbon technologies into the housing market.	Medium (2-5 years)
COLLABORATION	
1.3 Collaborate to support local trades in energy efficiency Collaborate with local institutions to offer workshops and information sessions for trades specializing in energy-efficient and resilient building practices.	Medium (2-5 years)
1.4 Collaborate to educate residents on efficient and climate-resilient construction Collaborate with different organizations like Northeast Climate Resilience Network and/or the Community Energy Association (CEA) to offer workshops and resources to Peace Region residents on building and retrofitting structures to withstand local climate risks, including floods, heatwaves, and storms.	Medium (2-5 years)
ADVOCACY	
1.5 Advocate for energy auditor and trades training Advocate for the promotion of energy auditing and support training programs for local trades in the Peace Region to enhance expertise in energy-efficient, resilient building practices.	Medium (2-5 years)

Goal 2: Ensure reliable power sources

REGIONAL DISTRICT SCOPE	TIMEFRAME
2.1 Remove potential barriers to backup energy and renewable projects Review PRRD policies to identify and remove potential barriers to renewable or backup energy systems and explore policy options to incentivize and support their adoption.	Medium (2-5 years)
ADVOCACY	
2.2 Address northern heating and power reliability Advocate for infrastructure improvements that enhance power reliability and address the specific heating needs of northern communities to reduce outages and energy instability.	Long (5+ years)

TRANSPORTATION AND MOBILITY

GOAL 3:

Enhance transportation resilience and sustainability

Indicators: Net greenhouse gas emissions per year from light-duty vehicles and total kilometres of new sustainable transportation projects completed annually.

OVERVIEW

Transportation is a lifeline for the region, connecting communities, supporting the economy, and enabling access to goods and services. However, the region's transportation infrastructure faces significant challenges, including vulnerabilities to climate impacts such as extreme weather, flooding, and freeze-thaw cycles. These issues threaten the safety, functionality, and resilience of the transportation network, potentially causing disruptions to the local economy, supply chains, and emergency evacuation routes. Community concerns highlight the need for durable and climate-resilient infrastructure that can withstand future conditions.

Challenges also exist in transitioning to low-emission transportation, particularly in rural areas, due to limited electric vehicle (EV) infrastructure, high costs, and battery performance in cold climates. Provincial initiatives like the CleanBC Roadmap to 2030, which mandates 100% zero-emission vehicle sales by 2035, provide a framework to support these efforts. Still, tailored regional approaches will be crucial to meet the unique needs of northern communities. Public transit access remains limited, with opportunities for expansion in more populated areas to reduce dependency on personal vehicles.

This theme emphasizes the importance of building a transportation system that is both climate-resilient and low-carbon.

Goal 3: Enhance transportation resilience and sustainability

REGIONAL DISTRICT SCOPE	TIMEFRAME
3.1 Support active transportation infrastructure development Incorporate active transportation considerations into regional planning updates, including Official Community Plans, the Parks and Recreation Master Plan, and similar planning tools. Work with partners, NGOs, and communities to build the capacity for active transportation infrastructure while coordinating with the Ministry of Transportation and Transit.	Medium (2-5 years)
3.2 Investigate installation of EV charging stations at PRRD facilities Investigate installing electric vehicle (EV) charging stations at PRRD facilities, contributing to the expansion of EV infrastructure in the region and supporting sustainable transportation options.	Medium (2-5 years)
3.3 Explore pursuing land use planning tools to promote sustainable community planning Investigate the development of a Complete Communities Assessment for key fringe and rural areas to help reduce transportation related emissions, and reduce urban sprawl in the wildland urban interface.	Medium (2-5 years)

Goal 3: Enhance transportation resilience and sustainability – Continued

COLLABORATION	
3.4 Explore expansion of public transit options Partner with BC Transit and local municipalities to explore opportunities to enhance public transit connectivity between rural and urban areas, aiming to reduce vehicle dependency, decrease emissions, and provide greater mobility for residents living in fringe areas.	Medium (2-5 years)
3.5 Consider developing a resilient master transportation plan Collaborate with the Ministry of Transportation and Transit to evaluate developing a regional transportation plan that focuses on improving connectivity, safety, accessibility, community well-being, and economic vitality, all while supporting a low-emission, active, and resilient northern transportation system.	Medium (2-5 years)
3.6 Support community groups building active transportation trails Collaborate with community groups working on building or expanding active transportation infrastructure, such as trails, bike lanes, and pedestrian pathways, to enhance mobility options and encourage sustainable, low-emission transportation choices.	Medium (2-5 years)
ADVOCACY	
3.7 Promote regional EV infrastructure development Advocate for and facilitate partnerships (e.g., Charge North) for expanding electric vehicle (EV) charging stations across the region to support a low-emission transportation network.	Long (5+ years)

PUBLIC INFRASTRUCTURE AND CORPORATE RESPONSIBILITY

GOAL 4:

Ensure sustainable and resilient water supply

Indicator: Regional drought conditions, number of PRRD potable water stations.

GOAL 5:

Enhance regional district infrastructure resiliency

Indicator: Number of PRRD infrastructure projects that incorporate climate resiliency measures completed annually.

GOAL 6:

Reduce corporate GHG emissions

Indicator: Percentage change in corporate GHG emissions relative to baseline year (2007).

OVERVIEW

Public infrastructure and corporate operations enable PRRD to provide essential services and support community well-being. Public infrastructure systems, such as water and wastewater, must be made resilient to climate hazards like flooding and extreme weather. Investments in climate-resilient design, critical system upgrades, and integration of climate considerations into asset management are necessary to safeguard essential services.

Water sustainability is also a priority, focusing on supporting rural water supply, promoting water conservation, and exploring non-potable water systems. By collaborating with other government organizations and interest holders, the PRRD can ensure the resilience and sustainability of its public infrastructure while also reducing its environmental impact.

As climate change presents increasing risks, the PRRD can lead by example by being environmentally responsible and taking action to enhance the resilience and sustainability of public infrastructure.

Regional district operations, including fleet operations and energy use in facilities, contribute to GHG emissions. Transitioning to low- or zero-emission vehicles, updating the corporate energy plan, and adopting sustainable procurement policies will help reduce the organization's environmental footprint and improve operational efficiency. Additionally, transitioning to a more sustainable records management system will streamline operations and reduce corporate waste.

Goal 4: Ensure sustainable and resilient water supply

REGIONAL DISTRICT SCOPE	TIMEFRAME
4.1 Water sustainability and contingency plan templates Explore the development of user-friendly templates to help rural landowners and agricultural producers create their own water sustainability and contingency plans, including drought preparedness and non-potable water systems for diverse uses.	Short (1-2 years)
4.2 Investigate new rural potable water systems Explore innovative and sustainable approaches to develop reliable potable water sources in rural areas, focusing on remote and underserved communities.	Medium (2-5 years)
4.3 Launch targeted water conservation campaigns Develop and implement water conservation campaigns aligned with the Regional Water Conservation Plan to raise awareness, reduce water waste, and promote sustainable water usage within communities.	Short (1-2 years)
4.4 Integrate water conservation policies into OCPs Incorporate specific water conservation measures, such as xeriscaping, into Official Community Plans during updates to promote long-term water efficiency.	Medium (2-5 years)

Goal 4: Ensure sustainable and resilient water supply – Continued

COLLABORATION	
4.5 Support non-potable water systems Collaborate with Northern Health to investigate and establish guidelines for new development that support incorporating non-potable water systems, such as purple pipe infrastructure, as an optional feature to enhance water sustainability.	Medium (2-5 years)
4.6 Explore the development of a regional integrated water resource management plan Collaborate with provincial agencies, member municipalities, First Nations, Northern Health, and residents to explore the development of an integrated water resource management plan across the region that integrates ecological, social, cultural considerations, along with economic development to determine holistic policies that integrate future climate conditions.	Medium (2-5 years)
4.7 Promote wastewater reuse and water conservation Collaborate with industry to develop water management strategies that promote wastewater reuse and conservation.	Medium (2-5 years)
ADVOCACY	
4.8 Advocate for rural potable water supply Advocate to the provincial government for updated policies that prioritize rural water supply for potable and agricultural uses and engage regional districts when water sources are identified and reviewed for permitting. Advocate for funding, resources, and reliable information to develop and maintain rural potable water systems.	Long (5+ years)
4.9 Advocate for adequate water resources for the agricultural sector To manage prolonged dry conditions, develop adequate water supply and distribution. Work with the farming community and Ministry of Agriculture, water stewardship branch to get support for implementing innovative water retention and storage systems. and alternative and drought-resistant crops. *[Links to RGS 3.2.a]*	Medium (2-5 years)

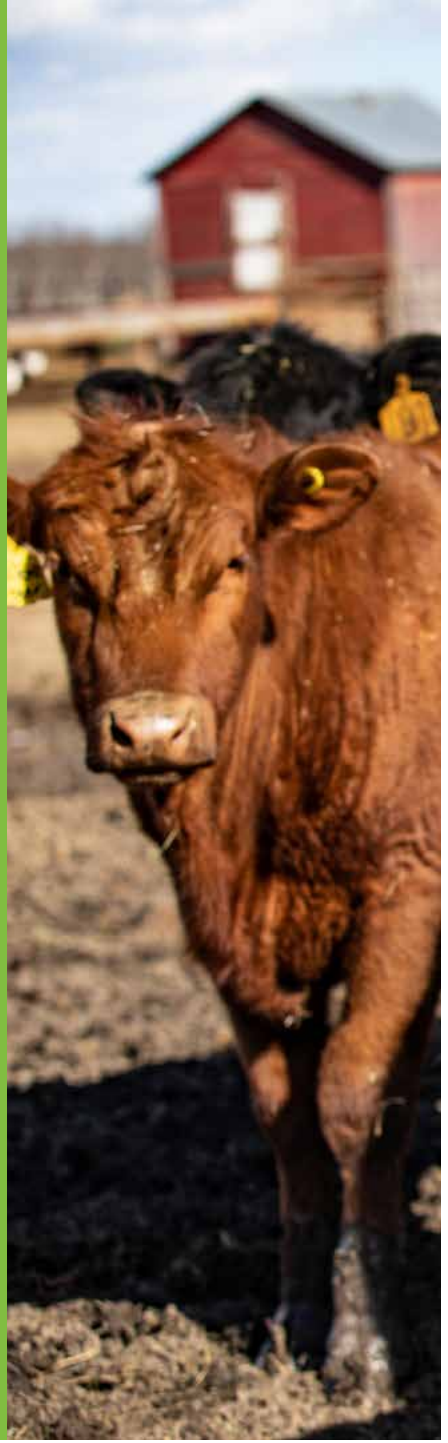
Goal 5: Enhance regional district infrastructure resiliency

REGIONAL DISTRICT SCOPE	TIMEFRAME
5.1 Integrate climate considerations into asset management Continue to advance asset management planning, policies, and practices with a climate lens, ensuring infrastructure resilience by addressing climate risks and readiness.	Short (1-2 years)
5.2 Ensure climate-resilient wastewater systems Assess and maintain existing wastewater systems using future climate projections to enhance resilience against extreme weather and flooding. When updating wastewater management plans and subdivision and development servicing bylaw, incorporate climate change considerations and ensure long-term infrastructure sustainability.	Medium (2-5 years)
ADVOCACY	
5.3 Support sewer systems sized for smaller communities Advocate to the Ministry of Environment and Ministry of Transportation and Transit to allow sewer systems that enable infill development in small rural settlements and reduce sprawl, which may require investment in and approval of innovative wastewater treatment solutions.	Long (5+ years)

Goal 6: Reduce corporate emissions

REGIONAL DISTRICT SCOPE	TIMEFRAME
6.1 Transition corporate fleet to electric vehicles Transition the PRRD fleet and equipment to electric or hybrid vehicles wherever feasible, reducing corporate emissions and supporting sustainable operations.	Medium (2-5 years)
6.2 Update Corporate Energy Plan Review and enhance the energy efficiency of corporate facilities by incorporating renewable energy sources and implementing strategies to reduce overall energy consumption.	Short (1-2 years)
6.3 Investigate sustainable procurement policies Investigate and consider developing procurement policies that prioritize environmentally friendly products and suppliers, favouring vendors that minimize the carbon footprint of regional purchases.	Medium (2-5 years)
6.4 Transition to digital records management Investigate opportunities for transitioning to a fully digital system for filing and records management to reduce paper use, streamline operations, and decrease corporate waste.	Medium (2-5 years)

LOCAL ECONOMY AND AGRICULTURE



GOAL 7:

Support local economic resilience and GHG emissions reduction

Indicators: Number of businesses with contingency plans and percentage reduction in commercial and industrial GHG emissions compared to the baseline year (2007).

GOAL 8:

Enhance agricultural resilience and adaptability

Indicator: Number of agricultural producers with active Environmental Farm Plans in the Region.

OVERVIEW

Agriculture and local businesses are integral to the PRRD, driving livelihoods and making significant contributions to the regional economy. However, these sectors face increasing challenges due to climate change impacts such as extreme weather events, shifting climate patterns, pests, diseases, invasive species, and water scarcity. This theme highlights opportunities for enhancing the sustainability and resilience of the region's economy and agriculture.

The CleanBC Roadmap outlines resilience initiatives for the agricultural sector, including adopting agritech and regenerative agriculture practices that reduce GHG emissions, sequester carbon, and build soil health. Adapting to drought conditions by ensuring adequate water availability—through water use efficiency measures and infrastructure investments—will also be critical. The PRRD aims to support agricultural producers by improving water management practices, engaging interest holders in policy development, and helping producers secure funding for climate resilience initiatives. Additionally, the PRRD will promote agricultural land protection through effective land use planning and encourage sustainable agricultural practices to ensure long-term sector viability.

Local businesses also play a key role in enhancing the region's climate resilience. To support them, the PRRD is exploring the potential reinstatement of a regional economic development function, focusing on initiatives that enhance resilience and reduce emissions. The PRRD is also working to integrate green spaces into new developments, improving environmental quality, stormwater management.

Through these efforts, the PRRD seeks to strengthen the region's economy and agricultural sector, supporting them in adapting to climate challenges and building long-term sustainability.

Goal 7: Support local economic resilience and emission reduction

REGIONAL DISTRICT SCOPE	TIMEFRAME
7.1 Require greenspaces in new development Explore ways to mandate the inclusion of green spaces in all new developments, enhancing stormwater management, supporting biodiversity, sequestering carbon, and reducing heat impacts to improve overall environmental quality.	Medium (2-5 years)
7.2 Investigate the development of a regional economic development strategy Investigate the development of a regional economic development strategy which includes considerations around enhancing community resilience, reducing emissions, and coordinating business and community adaptation efforts.	Medium (2-5 years)
COLLABORATION	
7.3 Strengthen regional resilience through supporting municipal members in implementing climate risk assessments Support member municipalities in implementing actions from climate change vulnerability and risk assessments.	Medium (2-5 years)
7.4 Promote and educate on local business continuity planning Partner with Community Futures: Peace Liard to develop webinar programming to educate business owners on emergency response and recovery plans to increase business continuity.	Short (1-2)

Goal 8: Enhance agricultural resilience and adaptability

REGIONAL DISTRICT SCOPE	TIMEFRAME
8.1 Assist with agricultural grant applications Provide grant-writing assistance for agriculture producers and rural residents pursuing climate adaptation or resilience-focused projects.	Short (1-2 years)
8.2 Engage agricultural producers in policy and program development Ensure agricultural producers are actively engaged in the development of plans, policies, and emergency management strategies to ensure their needs and perspectives are represented.	Medium (2-5 years)
8.3 Protect agricultural land through land use planning Direct non-agricultural uses away from agricultural areas and ensure adequate buffering is provided by non-agricultural land uses in accordance with the Ministry of Agriculture's Guide to Edge Planning to safeguard agricultural lands and improve and naturalize stormwater management, enhance environmental quality, support biodiversity, sequester carbon, and reduce heat impacts.	Medium (2-5 years)
8.4 Open opportunities for agricultural resilience funding Provide agricultural producers the opportunity to apply for grant funds or grant writing assistance from the PRRD to support climate resilience measures. Encourage staff to attend relevant agricultural events to stay informed and support these initiatives.	Medium (2-5 years)

Goal 8: Enhance agricultural resilience and adaptability – Continued

COLLABORATION	
8.5 Collaborate on agricultural land use inventory Explore collaboration with the Ministry of Agriculture to develop and maintain an agricultural land use inventory, supporting informed decision-making and enhancing the resilience of agricultural practices in the region.	Medium (2-5 years)
8.6 Explore the development of a regional agricultural plan Explore the development of a regional agricultural plan in collaboration with producers, Ministry of Agriculture and other groups to guide sustainable agricultural practices, enhance resilience, and support the long-term viability of the agricultural sector in the region.	Medium (2-5 years)
ADVOCACY*	
8.7 Support provincial review of agricultural land regulations Advocate for a provincial review of the Agricultural Land Reserve (ALR) boundaries, parcel sizes, and permitted uses to optimize food security and agricultural resilience.	Long (5+ years)
8.8 Advocate for agricultural innovations that support adaptation Support agricultural producers, Ministry of Agriculture and others on implementing innovative pilot projects that explore adaptive crops and other climate adaptation innovations.	Short (1-2 years)

** See also actions related to water conservation, access, and drought in the Water theme area.*

EMERGENCY MANAGEMENT

GOAL 9:

Increase public awareness and preparedness for climate-related hazards

Indicator: Number of initiatives or projects implemented to increase public awareness and preparedness for climate hazards; Completed regional risk assessments

GOAL 10:

Enhance early warning systems and emergency response

Indicator: Number of actions or projects implemented to enhance climate emergency preparedness and early warning systems.

OVERVIEW

The PRRD is increasingly exposed to climate-related emergencies, including flooding, wildfires, extreme heat, and severe storms. These events pose significant risks to public safety, critical infrastructure, and the regional economy. This theme highlights the importance of strengthening emergency management systems and fostering community resilience to mitigate the impacts of these threats.

Public feedback has underscored the need for improved emergency services, early warning systems, and public awareness about climate-related health and safety risks. Strengthening these systems is crucial to safeguarding lives, protecting property, and minimizing disruptions to communities across the PRRD.

Efforts to bolster emergency management will require sufficient provincial support, particularly in implementing the forthcoming emergency management legislation. Building stronger regional partnerships with provincial authorities and neighbouring jurisdictions will also be critical in ensuring effective coordination and resource sharing.

By investing in emergency preparedness and resilience, the PRRD can protect its residents, infrastructure, and economy from the increasing risks of a changing climate.

Goal 9: Increase public awareness and preparedness for climate hazards

REGIONAL DISTRICT SCOPE	TIMEFRAME
9.1 Update planning and emergency response documents for climate-related risks Update Official Community Plans (OCPs) and other relevant documents to incorporate information about climate-related development risks, ensuring that communities are prepared for changing conditions. [Related to RGS 8.2.d)]	Medium (2-5 years)
9.2 Develop a regional natural hazard and climate risk assessment Continue building relationships with member municipalities and First Nations in the region to support the development of Regional Natural Hazard and Climate Risk and Vulnerability Assessments in line with the upcoming requirements of the new Emergency Management and Disaster Management Act (EDMA). [Related to RGS 8.1.d)]	Medium (2-5 years)
9.3 Identify planning tools to address high-risk areas Following completion of the Regional Natural Hazard and Climate Risk and Vulnerability Assessment, identify high-risk areas for climate-related hazards and investigate the need to strengthen or introduce new Development Permit Areas (DPAs), guidelines, and other planning tools to mitigate these risks effectively.	Medium (2-5 years)

Goal 9: Increase public awareness and preparedness for climate hazards – Continued

COLLABORATION	
9.4 Support Northern Health Authority with climate health campaigns Collaborate with Northern Health to design and distribute climate health awareness campaigns and workshops targeted at priority populations, ensuring the messages are aligned with regional climate risks and public health concerns.	Medium (2-5 years) SHORT (1-2 YEARS)
ADVOCACY	
9.5 Ensure adequate funding for FireSmart programs Advocate for consistent and enhanced funding for FireSmart initiatives, ensuring the Regional District has the necessary resources to increase community awareness and preparedness for wildfire risks. Explore opportunities to expand FireSmart programs through partnerships with municipalities and First Nations.	Medium (2-5 years)

Goal 10: Enhance early warning systems and emergency response

REGIONAL DISTRICT SCOPE	TIMEFRAME
10.1 Investigate alternative communication systems for offline residents Explore alternative communication options for offline residents, including coordination with local community organizations, digital message boards, and fire department signs. Provide contingency and emergency plan templates for individuals to better prepare, detailing contact points connected to online warning systems. Investigate the potential for advocacy to Northern Health to implement a neighbour check-in program to support community resilience.	Medium (2-5 years)
10.2 Explore ways to facilitate animal evacuation Explore ways to develop and share a list of individuals, organizations, and facilities that can temporarily host animals during emergencies. Educate residents on evacuation planning for pets and livestock, providing guidance on where to go and who to contact in the event of an evacuation. [Links to 10.6 Advocacy]	Medium (2-5 years)
10.3 Identify agricultural sector representatives to support EOC Identify and train agricultural representatives to be called in to support the Emergency Operations Centre (EOC) for events that directly impact agricultural producers.	Medium (2-5 years)

Goal 10: Enhance early warning systems and emergency response – Continued

COLLABORATION	
10.4 Support establishing extreme weather response centres Support the establishment and equipping of facilities as warming and cooling centres at strategic locations across the region to assist residents in coping with extreme temperatures, ensuring accessible shelter and resources during heatwaves and cold snaps.	Medium (2-5 years) SHORT (1-2 YEARS)
ADVOCACY	
10.5 Advocate for improved provincial communication during emergencies Advocate to the provincial government for better, earlier, and ongoing communication throughout climate-related emergencies, ensuring timely and accurate information is shared with communities to enhance preparedness and response.	Long (5+ years)
10.6 Advocate for broader evacuation options for livestock and pets Advocate for the provincial government to broaden evacuation options, ensuring the inclusion of livestock and pets not only for large-scale or official producers. Aim to improve the accessibility and inclusivity of evacuation plans during climate-related emergencies	Long (5+ years)

ECOSYSTEMS AND GREEN SPACES

GOAL 11:

Integrate green infrastructure into planning

Indicator: Completion of natural asset mapping and inventory and development of green infrastructure guidelines.

GOAL 12:

Preserve and enhance natural environments

Indicators: Number of projects, actions or initiatives targeted at conservation, restoration, or improvement of natural areas. Percentage of protected land area (ha) in the region.

OVERVIEW

Healthy ecosystems and green spaces are essential to the region's socio-ecological well-being. They provide essential services such as carbon sequestration, flood mitigation, and temperature regulation, supporting both climate adaptation and mitigation. Additionally, these natural areas enhance the quality of life for residents by improving air quality and water quality, offering recreational spaces, and contributing to overall community well-being.

However, the region's ecosystems are increasingly at risk due to climate change, with threats such as extreme weather events, invasive species, and shifts in biodiversity. Protecting and enhancing these ecosystems is essential for long-term resilience.

To strengthen the region's natural spaces, the PRRD aims to restore degraded habitats, preserve and expand existing green areas, and develop a comprehensive inventory of its natural assets. By prioritizing the protection and growth of green spaces, the PRRD can enhance the long-term sustainability and resilience of its ecosystems and communities.

Goal 11: Integrate natural and green infrastructure into planning

REGIONAL DISTRICT SCOPE	TIMEFRAME
11.1 Prepare natural asset maps and inventory Build an inventory of the region's natural assets to support sustainable planning, conservation, and climate resilience based on outcomes of a Hazard, Risk and Vulnerability Assessment (HRVA). This mapping will identify key resources, such as forests, wetlands, and rivers, to inform land-use planning, infrastructure development, and development permit area guidelines, helping prioritize areas for climate resilience efforts	Long (5+ years)
11.2 Implement green infrastructure in development projects Develop guidelines for the preservation of green spaces and inclusion of landscaping in new developments to manage stormwater, support biodiversity, and reduce heat.	Medium (2-5 years)

Goal 12: Preserve and enhance natural environments

REGIONAL DISTRICT SCOPE	TIMEFRAME
12.1 Expand and connect PRRD-owned natural areas Prioritize the expansion of PRRD-owned green spaces and the creation of habitat corridors. Ensure that new developments contribute to local parkland through parkland dedication and coordinate with the province to enhance regional connectivity.	Medium (2-5 years)
12.2 Restore, manage, and maintain natural areas Restore degraded natural areas (e.g., closed landfills) through active rewilding and restoration efforts, including adaptive monitoring, and ensure ongoing management and maintenance to enhance biodiversity and ecosystem services.	Medium (2-5 years)
12.3 Implement parkland dedication requirements Establish a requirement for new subdivisions that up to 5% of land be dedicated as parkland or to accept cash in lieu for future park acquisitions or improvements, as enabled by legislation.	Short (1-2 years)

Implementation and Reporting

The implementation of this plan will be led by the Development Services Department, working in close collaboration with other departments across the PRRD. A coordinated, cross-departmental approach will be essential to achieve the plan's objectives efficiently and effectively.

KEY ELEMENTS OF IMPLEMENTATION

The following principles will guide the PRRD's approach to implementing this plan:

1. **Leverage opportunities:** Capitalize on emerging funding opportunities, partnerships, and technologies to support implementation.
2. **Equity:** Strive for equitable outcomes that address the needs of all residents, particularly vulnerable populations, ensuring that benefits are distributed fairly.
3. **Leadership:** Demonstrate strong regional leadership by aligning actions with provincial and federal climate goals, setting an example for other communities.
4. **Collaboration:** Foster partnerships with interest holders, including Indigenous communities, member municipalities, other government agencies, businesses, and residents, to enhance collective action.
5. **Adaptive management:** Use an adaptive management approach to remain flexible and responsive to new challenges, opportunities, and evolving climate science.

MONITORING AND REPORTING PROGRESS

To ensure effective implementation, the PRRD will systematically track and measure progress on the actions identified in this plan.

- **Annual reporting:** Progress will be reviewed and reported annually through a standardized update to the PRRD Board. The report will include the status of actions, measured outcomes, and recommendations for adjustments, ensuring transparency, accountability, and continued momentum.
- **Indicators:** Indicators tied to each goal will serve as a clear metric for evaluating success. Baseline values will be established at the outset to enable comparison and track changes over time. These indicators will be reassessed as implementation evolves to ensure they remain relevant and responsible to new priorities or emerging conditions.
- **Five-year review:** Every five years the PRRD will conduct a more comprehensive reassessment of the plan and its implementation strategy. This will include revising the actions based on new evidence, emerging scenarios, and updated projections.

Closing

The Regional Climate Resiliency Plan reflects the PRRD's commitment to building a sustainable and resilient future for all communities across the region. By prioritizing collaboration, supportive initiatives for residents and businesses, and policy and land use planning that strengthens resilience, the plan provides a clear path to address the challenges of climate change while seizing emerging opportunities.

Success will depend on the collective efforts of all levels of governments, Indigenous communities, businesses, and residents. As we move forward, the PRRD will track progress, adapt to new information, and focus on continuous improvement. Together, we can build a region that thrives in the face of change, ensuring a resilient future for generations to come.

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: DS-BRD-493

From: Development Services Date: July 17, 2025

Subject: OCP & Zoning Amendment Bylaw Nos. 2577 and 2578, 2025, PRRD File No. 25-003 OCP ZN

RECOMMENDATION: *[Corporate Unweighted]*

That the Regional Board respectfully refuse to give West Peace Fringe Area Official Community Plan Bylaw No. 2577, 2025 to amend the designation of the subject properties identified as PID 014-823-292 and PID 014-821-095 from Settlement (S) to Industrial (I) first and second readings; further

That the Regional Board respectfully refuse to give Peace River Regional District Zoning Amendment Bylaw No. 2578, 2025 to rezone the subject properties identified as PID 014-823-292 and PID 014-821-095 from Residential 4 Zone (R-4) to Light Industrial Zone (I-1) first and second readings as the proposal is not consistent with the Peace River Regional District's Official Community Plan or Zoning bylaws.

BACKGROUND/RATIONALE:

Proposal

The applicant is seeking to use the subject properties as a laydown yard for a trucking company.

Rationale

Refusal for this application is recommended as the proposal to establish a laydown yard is not consistent with the Settlement Designation of the Peace River Regional District (PRRD) West Peace Fringe Area (WPFA) Official Community Plan (OCP) Bylaw No. 2312, 2018 and the Residential 4 Zone of the PRRD Zoning Bylaw No. 1343, 2001. The properties are located in the Dokkie Siding rural community, which is primarily residential in nature.

File Details

Owner:	MIA Ventures Inc.
Agent:	Aspen Grove Property Services
Area:	Electoral Area E
Location:	Chetwynd
Legal:	Parcel A (D687) Of District Lot 2550 Peace River District District Lot 2550 Peace River District, Except Parcel A (D687)
PID:	014-823-292 and 014-821-095
Civic Address:	6087 Laws Road and 6101 Laws Road
Lot Size:	0.81 ha (2 ac) and 2.53 ha (6.26 ac)

Site Context

The subject properties are situated along Highway 97 S and are located 8 km south-west of the District of Chetwynd. The subject properties are within the Dokkie Siding rural community with residential

properties to the east and to the south. Industrial properties are also located north and south of the subject properties. To the west of the subject properties are steep, forested crown lands.

Site Features

Land

The subject properties are partially treed along the front parcel line and the applicant has cleared and levelled most of the sites.

Structures

There are no structures on the subject properties.

Access

The subject properties are accessed by Laws Road.

Comments & Observations

Applicant

Industrial property that is easily accessible is very difficult to find in Chetwynd. Therefore, these properties were purchased for the intent of industrial use. It is the applicant's understanding that the District of Chetwynd is working towards securing more land for industrial purposes.

Public Comments

See public comments attached.

Agricultural Land Reserve (ALR)

The subject property is outside the Agricultural Land Reserve.

Official Community Plan (OCP)

Pursuant to the WPFA Official Community Plan Bylaw No. 2312, 2018, the subject properties are designated Settlement (S). Section 3.2.2 states the principal use of land will be limited to small agricultural holdings, residential, commercial, institutional, and limited-service industrial uses. Section 3.2.5.1 states within the Settlement designation, industrial uses may be permitted that are service in nature; are conducted primarily indoors, and do not require outdoor storage. Section 3.2.5.3 states industrial development should be directed away from areas where the development would cause negative impacts to surrounding uses.

The proposed laydown yard is not consistent with the Settlement designation as the use is not service in nature, will not be conducted primarily indoors, and will require outdoor storage. Therefore, an OCP amendment to the Industrial Designation (I) is required. Section 3.4.1 states the Industrial designation is to accommodate employment-generating industrial development in a manner which minimizes potential conflicts with residential and agricultural properties. Section 3.4.2.5 states new industrial development locations should be supported where infrastructure such as access to roads, rail, water, sewer, and power exist, and where the proposed development will not negatively impact existing non-industrial uses.

The proposal is not consistent with the policies of the proposed designation as it may negatively impact the existing residential neighbourhood of Dokkie Siding, therefore not making it a suitable located for Industrial designated lands.

Land Use Zoning

Pursuant to Zoning Bylaw No. 1343, 2001, the subject property is zoned R-4 (Residential 4 Zone). Section 37.1 states land within this zone may be used for dwelling units, market garden, and agriculture. The minimum parcel size is 1.8 ha (4.5 ac). The proposed laydown yard does not comply with the Zoning bylaw because it is not a permitted use.

Therefore, a Zoning amendment to I-1 (Light Industrial Zone) is required. Section 45.1 states land within the I-1 Zone may be used for trucking contractor, logging contractor, etc. The minimum parcel size is 1.8 ha (4.5 ac). The proposal is consistent with the regulations of the proposed I-1 Zone.

Fire Protection Area

The subject property is within the Chetwynd Rural Fire Protection Area.

Mandatory Building Permit Area

The subject property is within the Mandatory Building Permit Area.

Impact Analysis

Context

Conflicts are anticipated as the proposed use may interfere with the nearby residences, such as an increase in traffic, light, noise, dust, and air emissions. Conflicts may be minimized by buffering, screening, and landscaping. The applicant proposes to retain a treed buffer area along the front parcel lines facing Highway 97 S.

Population & Traffic

No changes to population are anticipated, however industrial traffic is expected to increase significantly if the proposal is approved.

Sewage & Water

The property is outside of all sewer and water service areas, and the applicant has stated that there is an existing septic tank and well.

Comments Received from Internal Departments

Bylaw Enforcement Officer

A formal complaint was received and investigated. Although leveling and ground preparation was being done, there was no contravention of any bylaws. The equipment on the property was currently in use levelling the ground and an application for the rezoning had been received.

GIS Department

No concerns.

Comments Received from Provincial Agencies

BC Hydro

No objections.

Ministry of Transportation and Transit

The change in land use will require an access permit off Laws Road, for the proposed light industrial use. This may require additional offsite works to ensure the intersection at Laws Road and Highway 97 can adequately accommodate turning movements of tractor-trailer commercial vehicles.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

The Regional Board's decision will be communicated to the applicant.

OTHER CONSIDERATION(S):

Should the Board authorize 1st and 2nd Readings of these two bylaws, a Public Hearing must be held.

Attachments:

1. Official Community Plan Amendment Bylaw No. 2577, 2025
2. Zoning Amendment Bylaw No. 2578, 2025
3. Maps, PRRD File No. 25-003 OCP ZN
4. Application, PRRD File No. 25-003 OCP ZN
5. Public Comments, PRRD File No. 25-003 OCP ZN

PEACE RIVER REGIONAL DISTRICT
Bylaw No. 2577, 2025

A bylaw to amend the "West Peace Fringe Area Official Community Plan Bylaw No. 2312, 2018"

WHEREAS, the Regional Board of the Peace River Regional District did, pursuant to the Province of British Columbia *Local Government Act*, adopt the "West Peace Fringe Area Official Community Plan Bylaw No. 2312, 2018;

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

1. This Bylaw may be cited for all purposes as "West Peace Fringe Area Official Community Plan Amendment Bylaw No. 2577, 2025."

2. Schedule B - Map 4 of the "West Peace Fringe Area Official Community Plan Bylaw No. 2312, 2018" is hereby amended by redesignating Parcel A(D687) of District Lot 2550, PRD and District Lot 2550, PRD except Parcel A(D687) from (S) "Settlement" to I "Industrial", as shown on Schedule A which is attached to and forms part of this bylaw.

READ A FIRST TIME THIS	_____	day of	_____ , 2025.
READ A SECOND TIME THIS	_____	day of	_____ , 2025.
Public Notice mailed on the	_____	day of	_____ , 2025.
Public Notice published on the	_____	day of	_____ , 2025.
Public Hearing held on the	_____	day of	_____ , 2025.
READ A THIRD TIME THIS	_____	day of	_____ , 2025.
Ministry of Transportation and Transit approved	_____	day of	_____ , 2025.
ADOPTED THIS	_____	day of	_____ , 2025.

_____
Leonard Hiebert, Chair

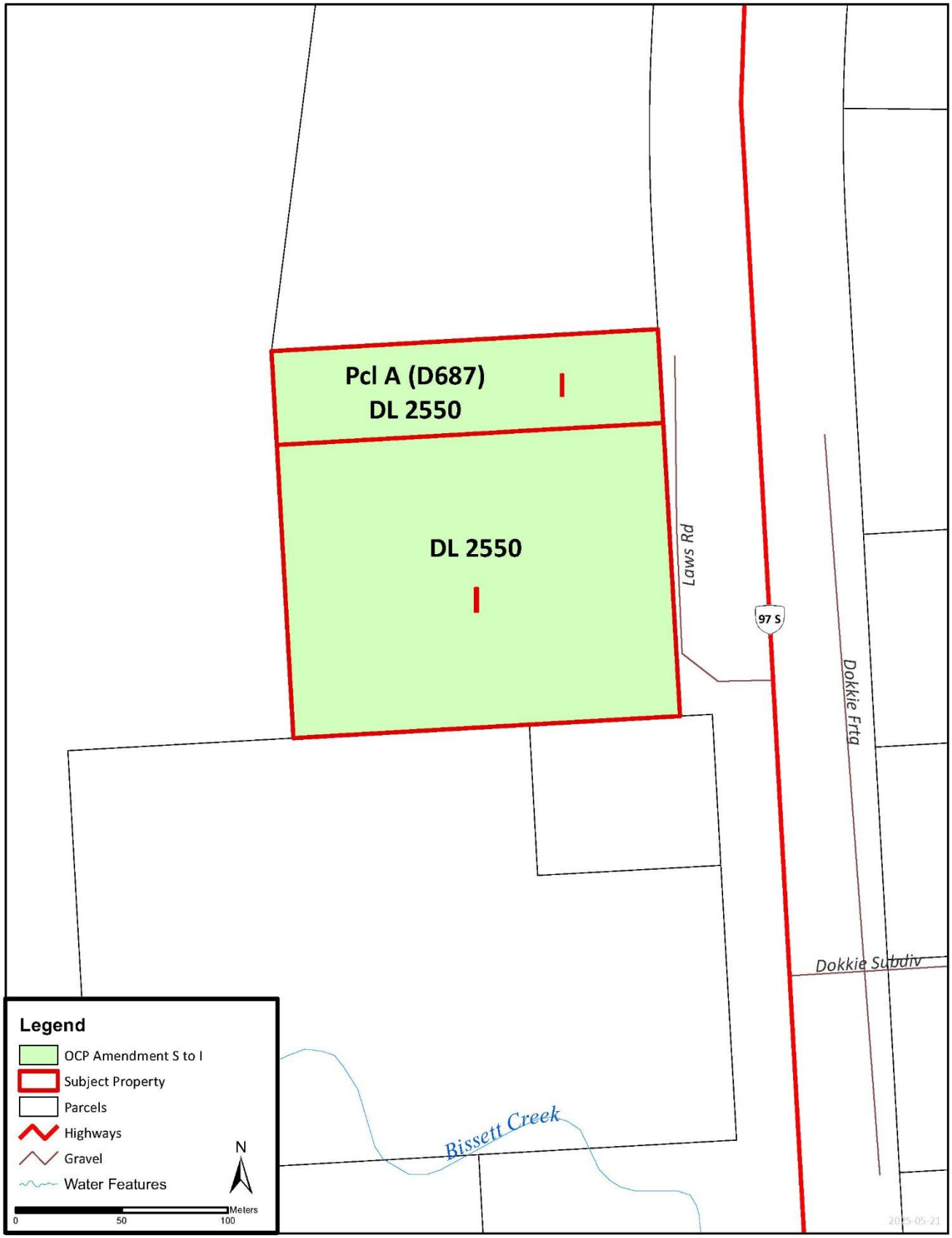
(Corporate Seal has been affixed to the original bylaw)

_____
Tyra Henderson,
Corporate Officer

I hereby certify this to be a true and correct copy of West Peace Fringe Area Official Community Plan Amendment Bylaw No. 2577, 2025", as adopted by the Peace River Regional District Board on _____, 2025.

_____
Tyra Henderson, Corporate Officer

Schedule A


Pcl A (D687)
DL 2550
DL 2550
Laws Rd
97 S
Dokkie Frtg
Dokkie Subdiv
Bissett Creek
Legend
OCP Amendment S to I
Subject Property
Parcels
Highways
Gravel
Water Features
N
Meters
0
50
100
2025-05-21

PEACE RIVER REGIONAL DISTRICT
Bylaw No. 2578, 2025

A bylaw to amend Peace River Regional District
Zoning Bylaw No. 1343, 2001."

WHEREAS, the Regional Board of the Peace River Regional District did, pursuant to the Province of British Columbia *Local Government Act*, adopt "Peace River Regional District Zoning Bylaw No. 1343, 2001";

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

1. This bylaw shall be cited for all purposes as "Peace River Regional District Zoning Amendment Bylaw No. 2578, 2025."

2. Schedule C – Map 9 of "Peace River Regional District Zoning Bylaw No. 1343, 2001" is hereby amended by rezoning Parcel A(D687) of District Lot 2550, PRD and District Lot 2550, PRD except Parcel A(D687), from R-4 "Residential 4 Zone" to I-1 "Light Industrial 1 Zone", as shown on Schedule 'A' which is attached to and forms part of this bylaw.

READ A FIRST TIME THIS	_____	day of	_____	, 2025.
READ A SECOND TIME THIS	_____	day of	_____	, 2025.
Public Notice mailed on the	_____	day of	_____	, 2025.
Public Notice published on the	_____	day of	_____	, 2025.
Public Hearing held on the	_____	day of	_____	, 2025.
READ A THIRD TIME THIS	_____	day of	_____	, 2025.
ADOPTED THIS	_____	day of	_____	, 2025.

_____
Leonard Hiebert, Chair

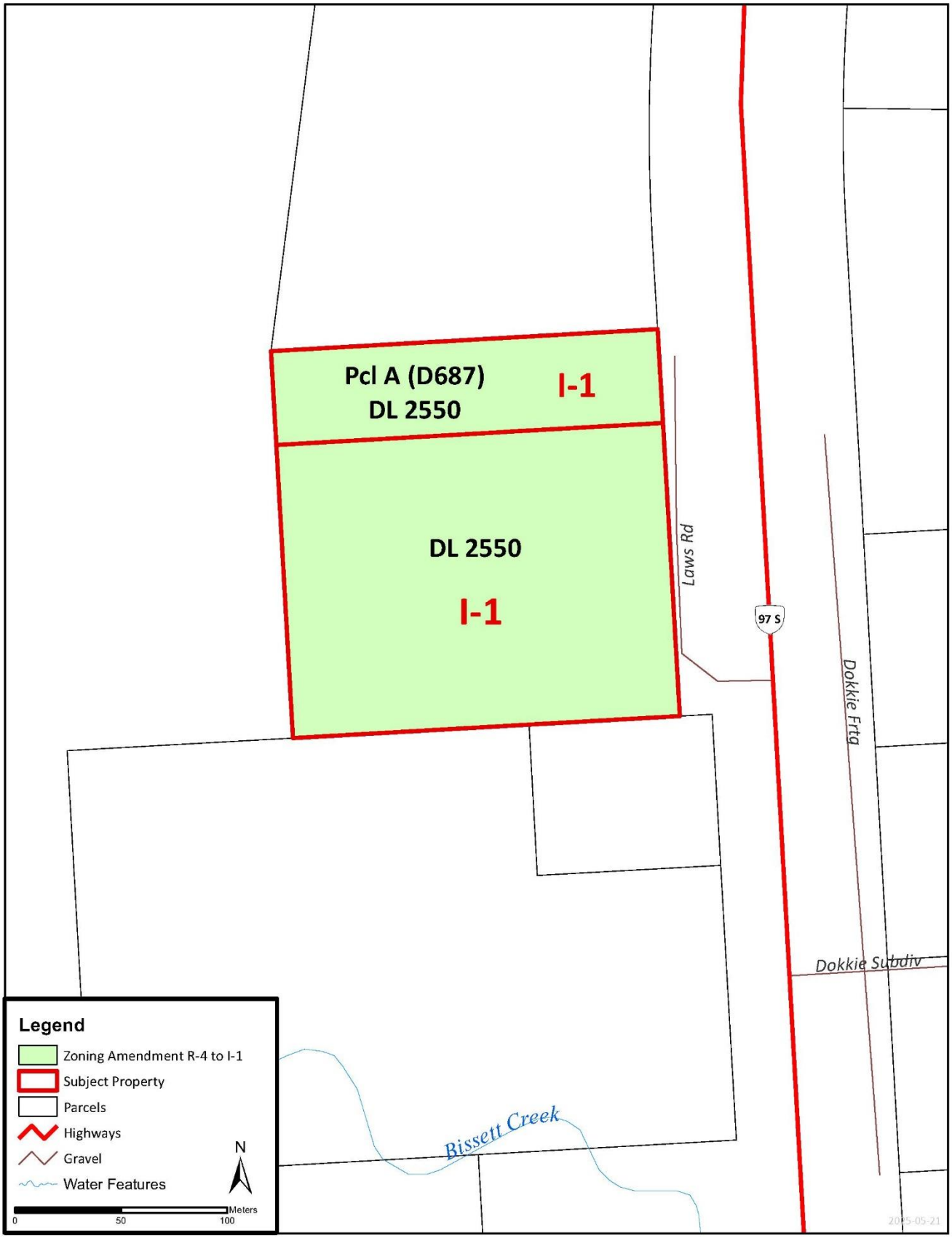
(Corporate Seal has been affixed to the original bylaw)

_____
Tyra Henderson,
Corporate Officer

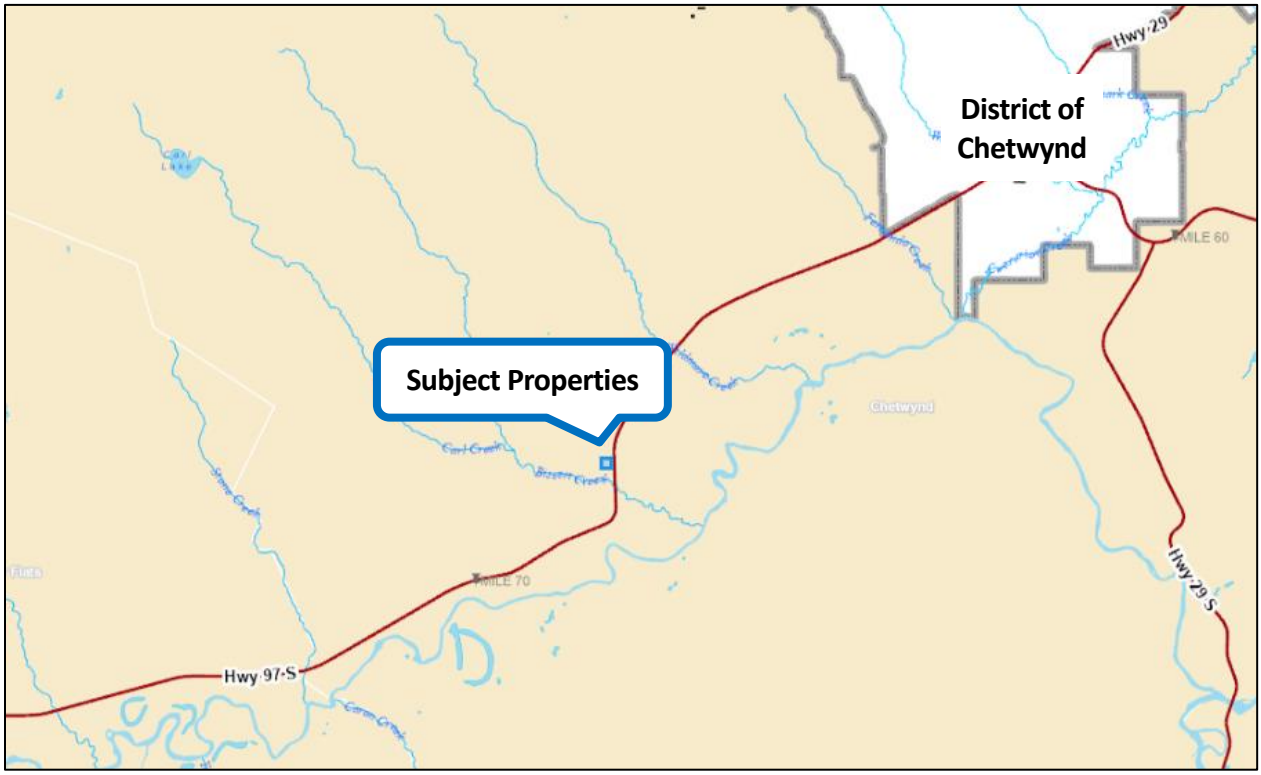
I hereby certify this to be a true and correct copy of "PRRD Zoning Amendment Bylaw No. 2578, 2025, as adopted by the Peace River Regional District Board on _____, 2025.

_____
Tyra Henderson, Corporate Officer

Schedule A


Pcl A (D687)
DL 2550
I-1
DL 2550
I-1
Laws Rd
97 S
Dokkie Frtg
Dokkie Subdiv
Bissett Creek
Legend
Zoning Amendment R-4 to I-1
Subject Property
Parcels
Highways
Gravel
Water Features
N
Meters
0
50
100
2025-05-21

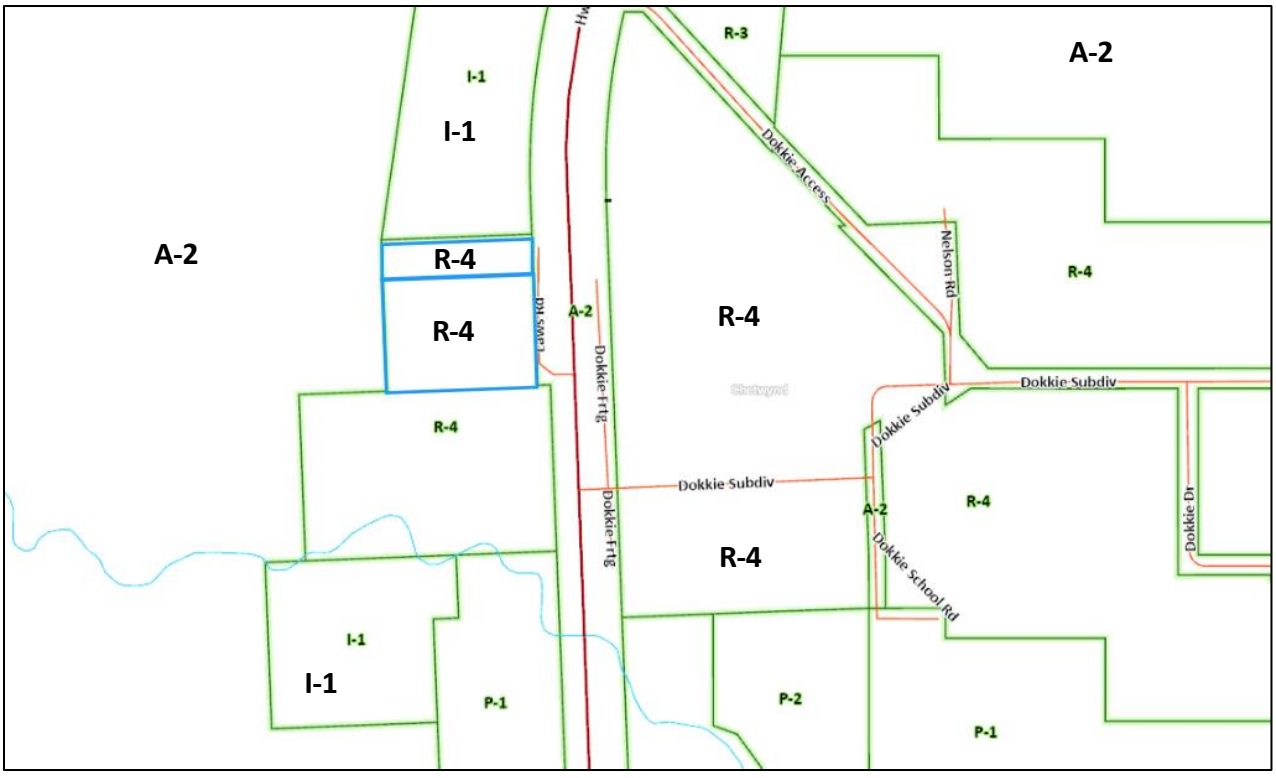
Location: Chetwynd area



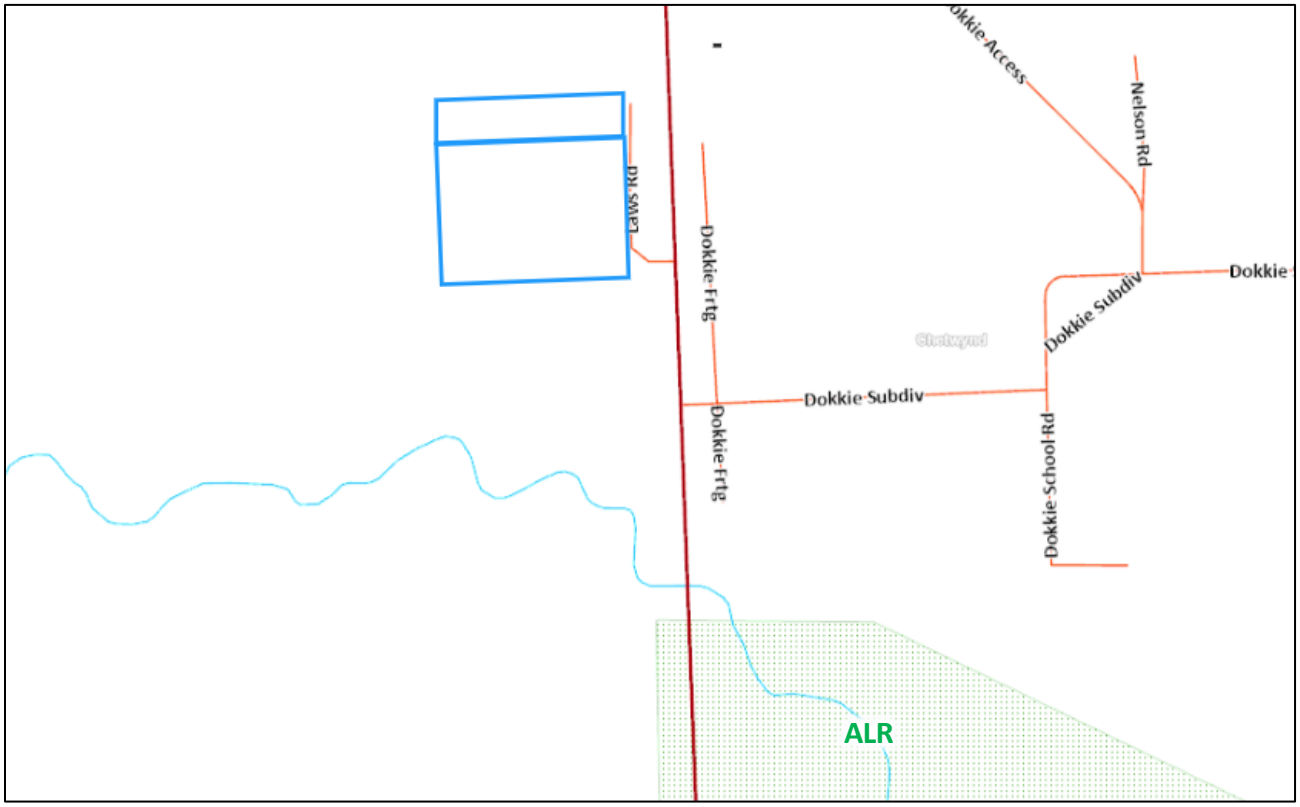
Aerial imagery

PRRD WPFA Official Community Plan Bylaw No. 2312, 2018: Settlement (S)

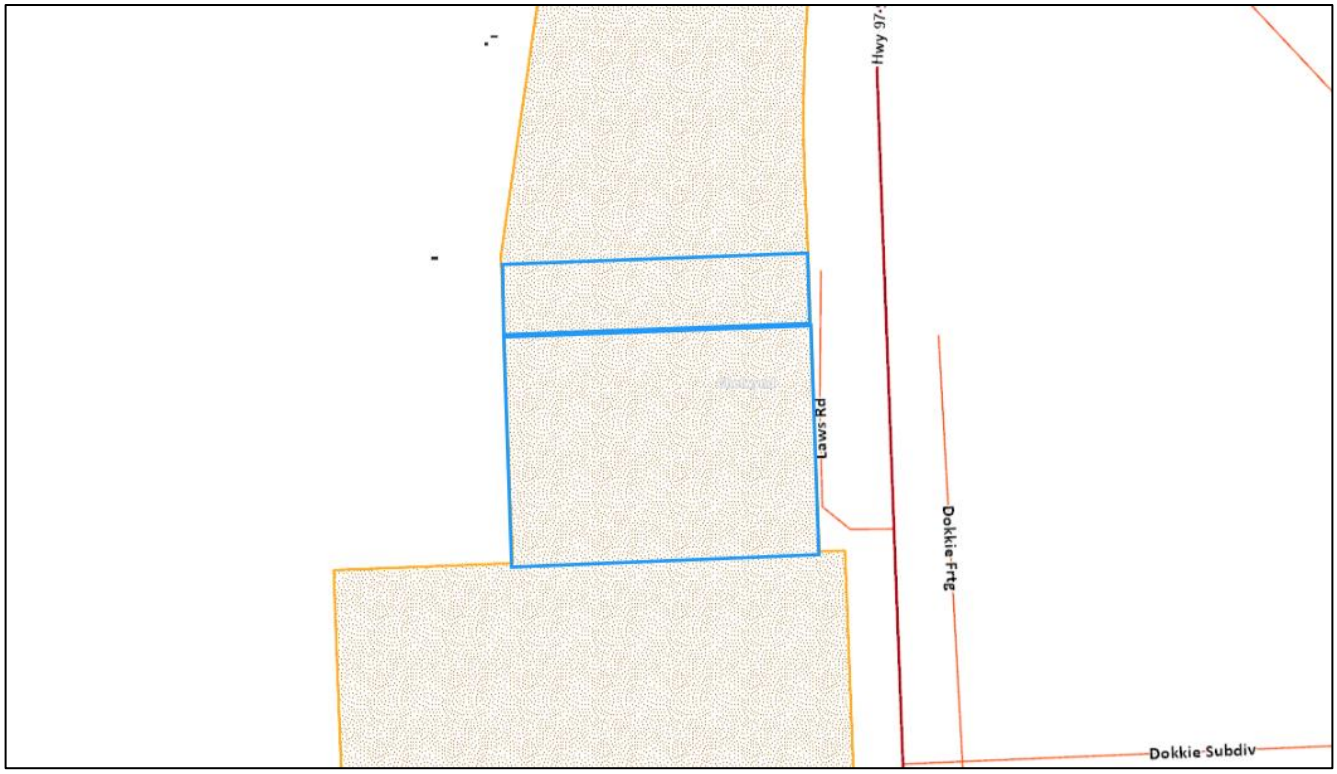
PRRD Zoning Bylaw No. 1343, 2001: R-4 (Residential 4 Zone)



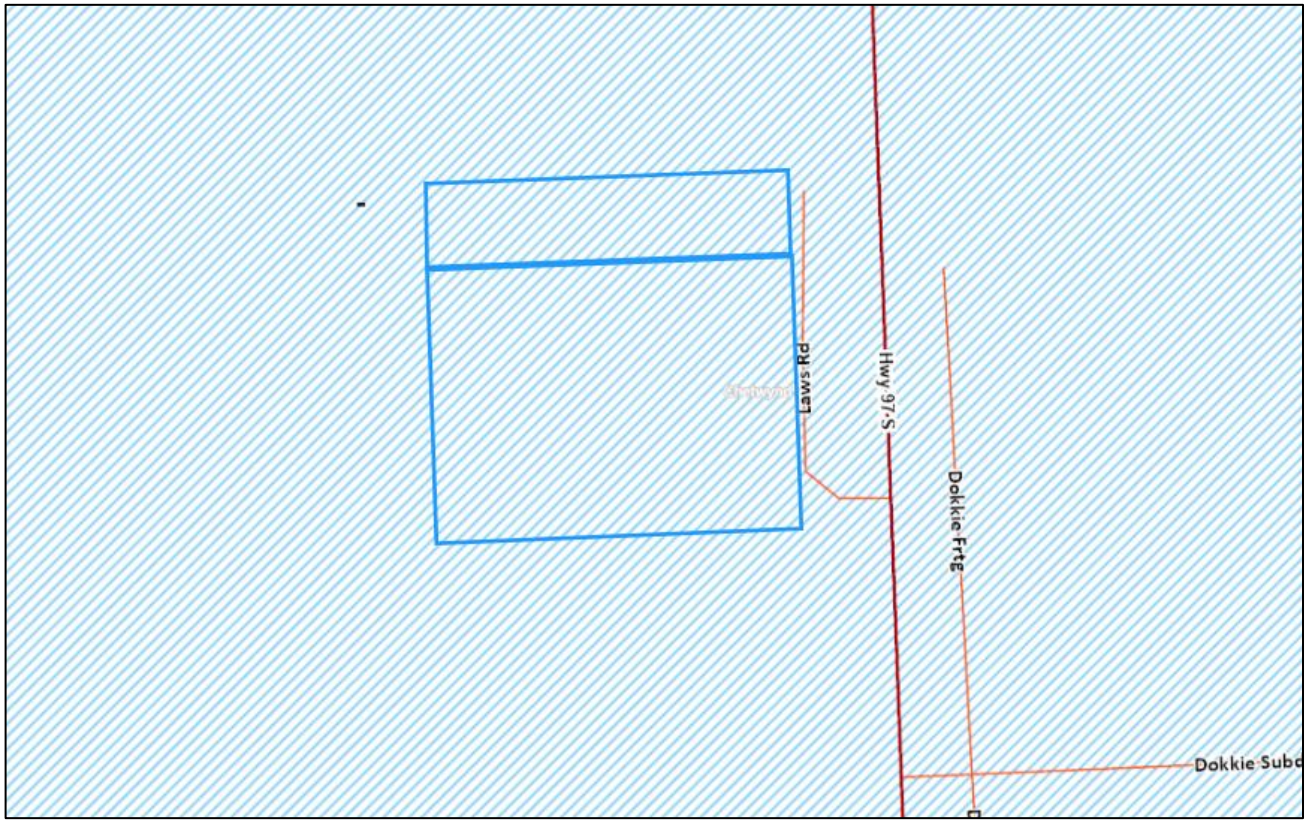
Agricultural Land Reserve: Outside



Preservation Area: Within



Watershed Reserve Area: Pine River



PEACE RIVER REGIONAL DISTRICT

Dawson Creek
PO box 810
Dawson Creek, BC
V1G 4H8

P:(250)784-3200
E:prrd.dc@prrd.bc.ca

Fort St John
9505 100th Street
Fort St John, BC
V1J 4N4

P:(250)785-8084
E:prrd.fsj@prrd.bc.ca

For Office Use:
Receipt # _____
Date Received _____
File No. _____
Sign Issued: Yes ☐ No ☐ N/A ☐

Application for Development

1. TYPE OF APPLICATION

	FEE
☐ Official Community Plan Bylaw Amendment*	$ 1,500.00
☐ Zoning Bylaw Amendment* #	$ 1,000.00
☐ Official Community Plan / Zoning Bylaw Amendment combined* #	$ 2,000.00
☐ Temporary Use Permit* #	$ 750.00
☐ Temporary Use Permit Renewal	$ 350.00
☐ Development Permit #	$ 250.00
☐ Development Permit Amendment #	$ 200.00
☐ Development Variance Permit	$ 500.00
☐ Liquor Licence Referral Application	$ 150.00

* Sign is required for this application type.
# Contaminated Site Declaration Form required for this application type.

☐ Exclusion from the Agricultural Land Reserve — $ 1,500.00
(Applicant responsible for additional costs associated with the advertisements, signage, and facility rental, if applicable)

2. PLEASE PRINT

Property Owner's Name	Authorized Agent of Owner (if applicable)
MIA VENTURES INC. – Curtis Neal Brewster (President), Elizabeth Louise Brewster (Secretary)	Aspen Grove Property Services
Address of Owner [redacted]	Address of Agent [redacted]
City/Town/Village: [redacted]	City/Town/Village: [redacted]
Postal Code: [redacted]	Postal Code: [redacted]
Telephone Number: [redacted]	Telephone Number: [redacted]
E-mail: [redacted]	E-mail: [redacted]

Notice of collection of personal information:

Personal information on this form is collected for the purpose of processing this application. The personal information is collected under the authority of the *Local Government Act* and the bylaws of the PRRD. Documentation/Information submitted in support of this application can be made available for public inspection pursuant to the *Freedom of Information and Protection of Privacy Act.*

3. PROPERTY DESCRIPTION

Please list the full Legal Description and PID of **each property** under application		
Legal Description	**PID**	**Area of Each Lot**
Parcel A, District Lot 2550, Peace River Land District, (see D687)	014-823-292	2 acres
District Lot 2550, Peace River Land District, EXC PCL A (D687)	014-821-095	6.26 acres
		TOTAL AREA 8.26 acres

4. CIVIC ADDRESS OR LOCATION OF PROPERTY: 6087 Laws Rd and 6101 Laws Rd, Chetwynd

5. PARTICULARS OF PROPOSED AMENDMENT

Please check the box(es) that apply to your application type:

■ Official Community Plan (OCP) Bylaw amendment:
Proposed Land Use: I1 – Light Industrial Zone

■ Zoning Bylaw amendment:
Proposed Land Use: I1 – Light Industrial Zone

[ ] Development Variance Permit – describe proposed variance request:

[ ] Temporary Use Permit or Temporary Use Permit Renewal – describe proposed use:

[ ] Development Permit or Development Permit Amendment

[ ] Liquor Licence Referral Application

6. Describe the existing uses and buildings on the subject property:
6087 Laws Rd – Residential; 6101 Laws Rd – Tool Shed

7. Describe your proposal. Attach a separate sheet if necessary:
Laydown yard – trucking company use

8. Describe the landscaping being proposed on the property:
None, currently leveling the site

9. Reasons and comments in support of the application. Attach a separate sheet if necessary:
Industrial property, that is easily accessible, is very difficult to find in Chetwynd, so land was purchased with this Intended use. It is our understanding that the District of Chetwynd is working towards securing more land for Industrial purposes moving forward.

10. Describe the proposed and/or existing means of sewage disposal for the property:
Currently there is septic on the property for the home, but the land will be vacant once the old home is demolished, and the newer home is moved to a new site.

11. Describe the proposed and/or existing means of water supply for the property:
There is an existing well on the house property, but it will be capped and unused once the home is moved to it's new site.

THE FOLLOWING INFORMATION IS REQUIRED FOR ALL APPLICATIONS:

14. Proof of ownership of the subject property or properties dated no more than thirty (30) days prior to the date of application. (For example: State of Title Certificate, BC Land Title Office Property Title Search, Corporate Registry Search, or recent Property Tax Notice.)

15. A Sketch Plan of the subject property or properties, showing the following:
    (a) the legal boundaries and dimensions of the subject property;
    (b) boundaries, dimensions, and area of any proposed lots (if subdivision is being proposed);
    (c) the location and size of existing buildings and structures on the subject property, with distances to property lines;
    (d) the location and size of any proposed buildings, structures, or additions thereto, with distances to property lines;
    (e) the location of any existing sewage disposal systems;
    (f) the location of any existing or proposed water source;
    (g) the location and dimensions of all accesses and egresses to the property including driveways;
    (h) any existing landscaping or vegetation;
    (i) any existing landscaping or vegetation to be removed; and
    (j) any new landscaping or vegetation proposed.

16. I / We the undersigned hereby declare that the information provided in this application is complete and is, to the best of my / our knowledge, a true statement of the facts related to this application.

[redacted]
Signature of Owner

April 28 / 2025
Date signed

[redacted]
Signature of Owner

April 28 / 25
Date signed

17. **AGENT'S AUTHORIZATION**

If you have an agent act on your behalf in submission of this application, the following authorization **MUST** be signed by **ALL** property owners.

I / We MIA VENTURES INC (name of landowner) and _____ (name of landowner) hereby authorize	
ASPEN GROVE PROPERTY SERVICES (name of agent) to act on my/our behalf regarding this application.	
Signature of Owner: [redacted]	Date: April 28/2025
Signature of Owner: [redacted]	Date: April 28/2025

PEACE RIVER REGIONAL DISTRICT

CONTAMINATED SITE DECLARATION FORM

I, MIA VENTURES INC, hereby acknowledge that the *Environmental Management Act*, 2003, as amended, is effective as of February 1, 2021.

Legal Description(s):

PID 014-829-095 PID 014-823-292

Please check only one:

☑ I have read Schedule 2 and based on my personal knowledge of the property in question, I do not believe that it is or has been used for any of the industrial or commercial purposes and activities specified in Schedule 2 of the regulations. Accordingly, I elect not to complete and submit a 'site disclosure statement', as outlined in Section 40.(1) of the *Act*.

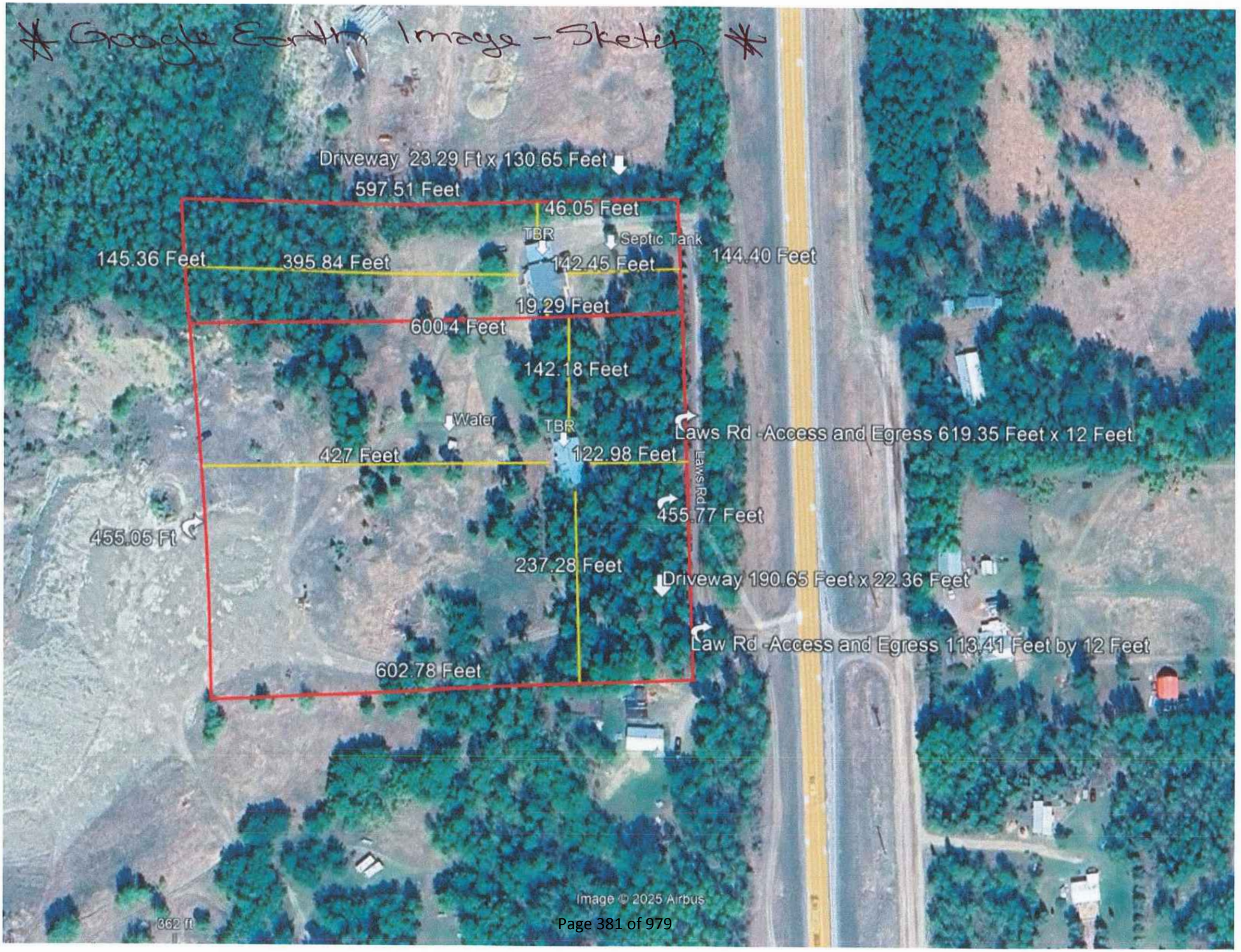
☐ I have read Schedule 2 and one or more of the identified purposes or activities is or has occurred on the land(s) legally described above.
*Please contact staff to submit a "site disclosure statement" at planning@prrd.bc.ca

I further acknowledge that this declaration does not remove any liability, which may otherwise be applicable under the legislation.

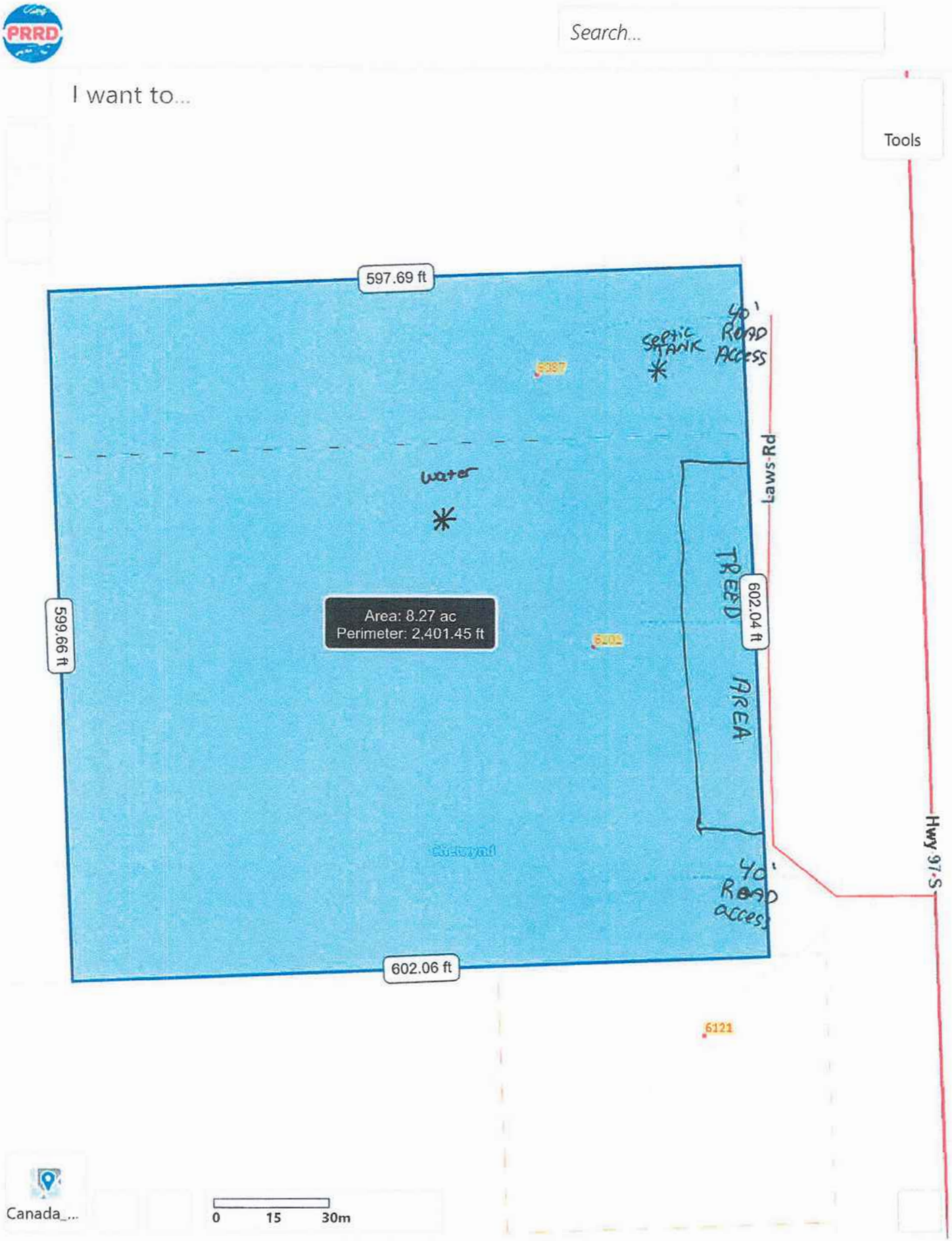
[redacted] 28/04/25
Owner/Agent dd mm yyyy

[redacted] 28/04/25
Owner/Agent dd mm yyyy

For more information, please visit the ministry's Identification of Contaminated Sites webpage or e-mail SiteID@gov.bc.ca


Google Earth Image - Sketch
Driveway 23.29 Ft x 130.65 Feet
597.51 Feet
46.05 Feet
TBR
Septic Tank
145.36 Feet
395.84 Feet
142.45 Feet
144.40 Feet
19.29 Feet
600.4 Feet
142.18 Feet
Water
TBR
Laws Rd -Access and Egress 619.35 Feet x 12 Feet
427 Feet
122.98 Feet
Laws Rd
455.77 Feet
455.05 Ft
237.28 Feet
Driveway 190.65 Feet x 22.36 Feet
Law Rd -Access and Egress 113.41 Feet by 12 Feet
602.78 Feet
Image © 2025 Airbus
362 ft

Sketch supplied by applicant



CAT

CAT

HITACHI

Active Development Permit Applications - Submit a Comment

File No. / Applicant:

25-003 OCP ZN MIA Ventures Inc.

Comments or Concerns:

The commercial laydown was built prior to applying for this application (earthworks started April 22, 2025) without a proper archaeological survey, environmental survey or community consultation. A lands survey was not completed and it is obvious there has been crown land trespass, gravel was stripped from the hillside without an active mining tenure or permit. There was no consultation in regards to noise and dust control with surrounding residential lots. Heavy construction equipment ran for two weeks straight including starting at 7 am on weekend days. This is an eye sore, it is loud, dusty and has been built without any regard for the surrounding residential community. I have major concerns about the potential contamination of our shallow aquifer which supplies water for the majority of the homes in Dokkie and the heavy equipment operating within proximity of a fish bearing creek. My previous complaints have consistently been greeted with apathy from the PRRD and the Crown.

Name:

Chenise McClarty

Date:

05/16/2025

Address:

6746 Dokkie Subdivision

Email (optional):

[redacted]

Phone Number (optional):

[redacted]

May 16, 2025

To whom it may concern,

I, Blake Mortenson of 6121 Laws Rd, have no objection to the re-zoning application for light industrial lots:

6101 Laws Rd

6087 Laws Rd

X [redacted]

Blake Mortenson

Active Development Permit Applications - Submit a Comment

File No. / Applicant:

25-003 OCP ZN MIA Ventures Inc.

Comments or Concerns:

This property should remain zoned residential and NOT be re-zoned industrial. I live within Electoral area E and my principal residence is half an hour away from this property. I was in the process of evaluating the purchase of this property as a residential rental when it was sold to a commercial company and industrial development started immediately, without permitting or zoning amendments. If the PRRD allows this 'after the fact' re-zoning then they are not representing the immediate neighbours or the community of Dokkie. The proposed industrial use will increase heavy traffic, noise, dust and potential for pollution within the residential community. There is also an increased risk to public safety as industrial traffic is expanded into the main access to Dokkie Subdivision, which includes a school and multiple private residential homes.

Name:

Ed McClarty

Date:

05/20/2025

Address:

Box 40
6227 West Centennial Access
Moberly Lake BC V0C 1X0

Email (optional):

[redacted]

Phone Number (optional):

[redacted]

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: DS-BRD-491

From: Development Services Date: July 17, 2025

Subject: Regional Growth Strategy No. 2571, 2025

RECOMMENDATION #1: *[Corporate Unweighted]*

That the Regional Board give Regional Growth Strategy Bylaw No. 2571, 2025 third reading.

RECOMMENDATION #2: *[Corporate Unweighted – 2/3 Majority]*

That the Regional Board adopt Regional Growth Strategy Bylaw No. 2571, 2025.

BACKGROUND/RATIONALE:

The Peace River Regional District (PRRD) initiated this Regional Growth Strategy (RGS) in March 2022. The RGS is a long-range, high-level plan that will help the PRRD and member communities (City of Dawson Creek, City of Fort St. John, District of Taylor, District of Chetwynd, District of Hudson's Hope, District of Tumbler Ridge and Village of Pouce Coupe) better understand and prepare for the potential changes that can be expected over the next 20 years due to a growing population, new service demands and affordable housing challenges, among other issues.

All affected local governments have provided resolutions in support of the Regional Growth Strategy.

As part of this project an implementation and monitoring plan has been developed, and staff will provide yearly updates as to progress.

Summary of Procedure

Regional Growth Strategy Bylaw No. 2571, 2025 was read for a first and second time on March 20, 2025. The following activities have occurred since then:

April 1 & 9, 2025:	Public notification posted on the PRRD website and Facebook page.
April 10, 2025:	Public Hearing held in Dawson Creek.
April 10, 2025:	Referrals sent to all municipalities, adjacent Regional Districts and the Ministry of Housing and Municipal Affairs.

Comments Received from the Public

A Public Hearing was held on April 10, 2025, in accordance with the *Local Government Act* and the minutes of that hearing are attached to this report. One public comment was received in advance of the Public Hearing which is attached to the Public Hearing Agenda.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Asset and Infrastructure Management
- ☒ Collaboration and Cooperation with First Nations
- ☒ Interprovincial Collaboration
- ☒ Emergency Management

FINANCIAL CONSIDERATION(S):

The RGS project was entirely funded through grants from the Federal and Provincial governments.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

None at this time.

Attachments:

1. Regional Growth Strategy Bylaw No. 2571, 2025
2. Public Notification for Regional Growth Strategy Bylaw No. 2571, 2025
3. Minutes for Public Hearing for Regional Growth Strategy Bylaw No. 2571, 2025

External Links:

1. Regional Growth Strategy Bylaw No. 2571, 2025 – See Item 9.1 on the Regional Board Meeting Agenda dated March 20, 2025
2. Agenda – Public Hearing for Regional Growth Strategy Bylaw No. 2571, 2025 – April 10, 2025

PEACE RIVER REGIONAL DISTRICT

REGIONAL GROWTH STRATEGY

Bylaw No. 2571, 2025

PEACE RIVER REGIONAL DISTRICT
BYLAW NO. 2571, 2025

A bylaw to adopt the Peace River Regional District Regional Growth Strategy

WHEREAS, the Regional Board may develop, adopt, implement, monitor and review a regional growth strategy under the *Local Government Act*;

AND WHEREAS, the Regional Board of Peace River Regional District, by resolution dated May 26, 2022 initiated a regional growth strategy pursuant to the *Local Government Act*;

AND WHEREAS, the Board of Directors gave notice to affected local governments on April 10, 2025 that included information on the proposed bylaw; (presented to all municipal councils Feb 24-Mar 24, 2025)

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

1. Schedule "A" attached to and forming part of this Bylaw is hereby designated as the "Peace River Regional District Regional Growth Strategy."
2. This bylaw shall be cited as the "Peace River Regional District Regional Growth Strategy Bylaw No. 2571, 2025."
3. If any section, subsection, clause or phrase of this bylaw is for any reason deemed invalid by a Court of Law, such decision shall not affect the validity of the remaining sections, subsections, clauses or phrases of this bylaw.

READ A FIRST TIME THIS 20th day of March, 2025.

READ A SECOND TIME THIS 20th day of March, 2025.

A PUBLIC HEARING HELD THIS 10th day of April, 2025.

READ A THIRD TIME THIS ____ day of ____, 2025.

ADOPTED THIS ____ day of ____, 2025.

(Corporate Seal has been affixed to the original bylaw)

Leonard Hiebert, Chair

Tyra Henderson, Corporate Officer

I hereby certify this to be a true and correct copy of "PRRD Regional Growth Strategy Bylaw No. 2571, 2025" as adopted by the Peace River Regional District Board on ____, 2025.

Tyra Henderson, Corporate Officer

PRRD REGIONAL GROWTH STRATEGY BYLAW NO. 2571, 2025

CONSOLIDATED FOR CONVENIENCE ONLY

This is a consolidation of the bylaws listed below. The amending bylaw(s) has been combined with the original bylaw for convenience only. This consolidation is not a legal document. A certified copy of the original bylaws should be consulted for all interpretations and applications of the bylaw on this subject.

List of Amendments to the Peace River Regional District PRRD Regional Growth Strategy Bylaw No. 2571, 2025				
Bylaw No.	Date of Adoption	Purpose of Amendment	Text Amendment	Map Amendment

PEACE RIVER REGIONAL DISTRICT

REGIONAL GROWTH STRATEGY

(Schedule "A" to Bylaw No 2571, 2025)

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Photo: Tumbler Ridge Grandmothers Council/Design Class
Cover photo source: Dawson Creek, Northern BC Tourism/Matthew Littlewood

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Introduction and Context

Purpose

A Regional Growth Strategy (RGS) is a strategic plan enabled by the provincial Local Government Act that provides an overarching planning framework for coordinating the activities of local governments and the provincial government. They are prepared and enacted by a regional district with the involvement of its member municipalities.

An RGS can cover a wide range of interconnected policy topics but must meet basic provincial requirements, which include:

- A 20-year time frame.
- A regional vision statement.
- Population and employment projections.
- Regional actions or policies for key areas such as housing, transportation, regional district services, parks and natural areas and economic development.

As a long-range plan, an RGS aims to ensure the region is working toward a common future shared by its member municipalities and electoral areas. This includes helping guide long-term regional growth and development and supporting more coordinated region-wide planning, particularly around issues that cross jurisdictional boundaries. An RGS can also help strengthen links between regional districts and the provincial ministries and agencies whose resources are needed to carry out projects and programs.

For the Peace River Regional District (PRRD), this RGS will help the region better understand and prepare for the potential changes that can be expected over the next 20 years. These changes include a growing population, new service demands, the regional economy and a changing climate.

This is the PRRD's first RGS. Launched in August 2023, the project was completed in May 2025.

The content and policies in this RGS were developed with input from member municipalities, the public and other stakeholders and partner groups throughout the region, including First Nations. Input was gathered through a series of open houses, surveys, workshops and direct communications. An RGS Steering Committee was also established as a core project planning group. It was made up of representatives from member municipalities, PRRD staff and representatives from key provincial ministries and agencies, including the Ministry of Transportation and Transit, Ministry of Housing and Municipal Affairs, Northern Health, and the Agricultural Land Commission. A representative from Doig River First Nation also sat on the committee.

FIGURE 1: RGS Project Timeline

This RGS is comprised of three major sections with supporting maps. The first section introduces the RGS process and planning context. The second outlines the RGS Goals, associated objectives and supporting policies. The third section provides details on RGS implementation and monitoring.

As per Section 445 (3) of the *Local Government Act*, the RGS does not commit or authorize a regional district to proceed with any project or action in this plan.

FIGURE 2: RGS Engagement Summary

Who We Are

Established in 1967, the PRRD is the largest of the 27 regional districts in B.C. with a 119,200 square kilometre land area. The PRRD has a population of approximately 61,532 and is the 13th most populous regional district in the province. The PRRD has a low population density with most residents living in the primary urban centers of Fort St. John and Dawson Creek.

Regional districts like the PRRD are a federation of local governments with three main roles:

1. Providing region-wide and sub-regional services.
2. Advocating to the province and senior government agencies on shared regional issues and priorities.
3. Providing land use planning services to unincorporated areas (electoral areas).

The PRRD plays a vital role in providing various regional (e.g., solid waste management), sub-regional (e.g., water) and local services (e.g., wastewater) that are valued by residents and contribute to the region's economic activity and high quality of life. The PRRD also actively collaborates with local government members, First Nations, provincial agencies and ministries and local community organizations to address challenges and needs in the region.

The PRRD's four electoral areas (Electoral Area B, Electoral Area C, Electoral Area D, Electoral Area E) are home to over 40 unincorporated, rural communities. The four electoral areas are represented by Electoral Area Directors on the PRRD Regional Board.

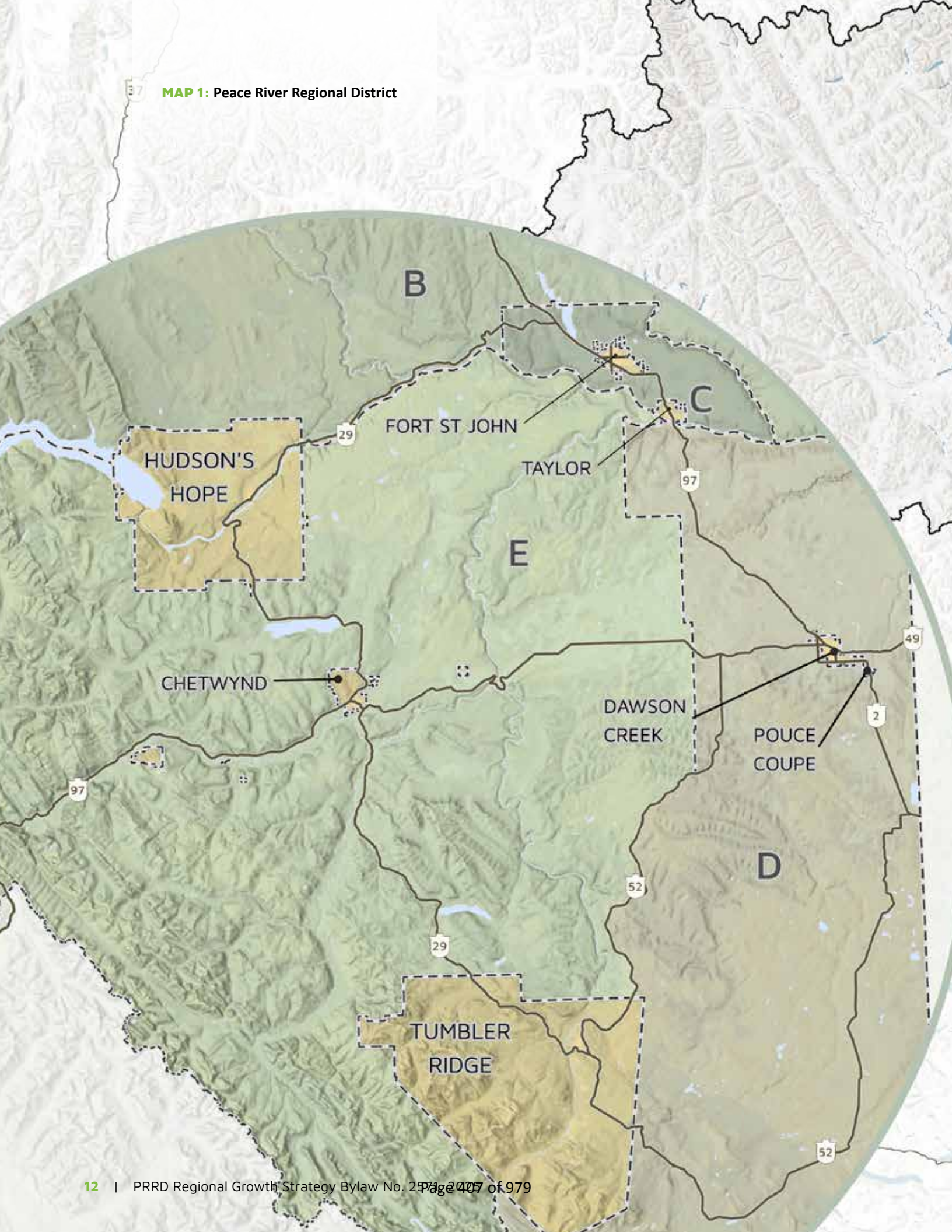
There are seven incorporated municipalities in the PRRD. Directors are appointed by their councils to the PRRD Board. The City of Fort St. John, the largest municipality in the region, is represented by two Directors.

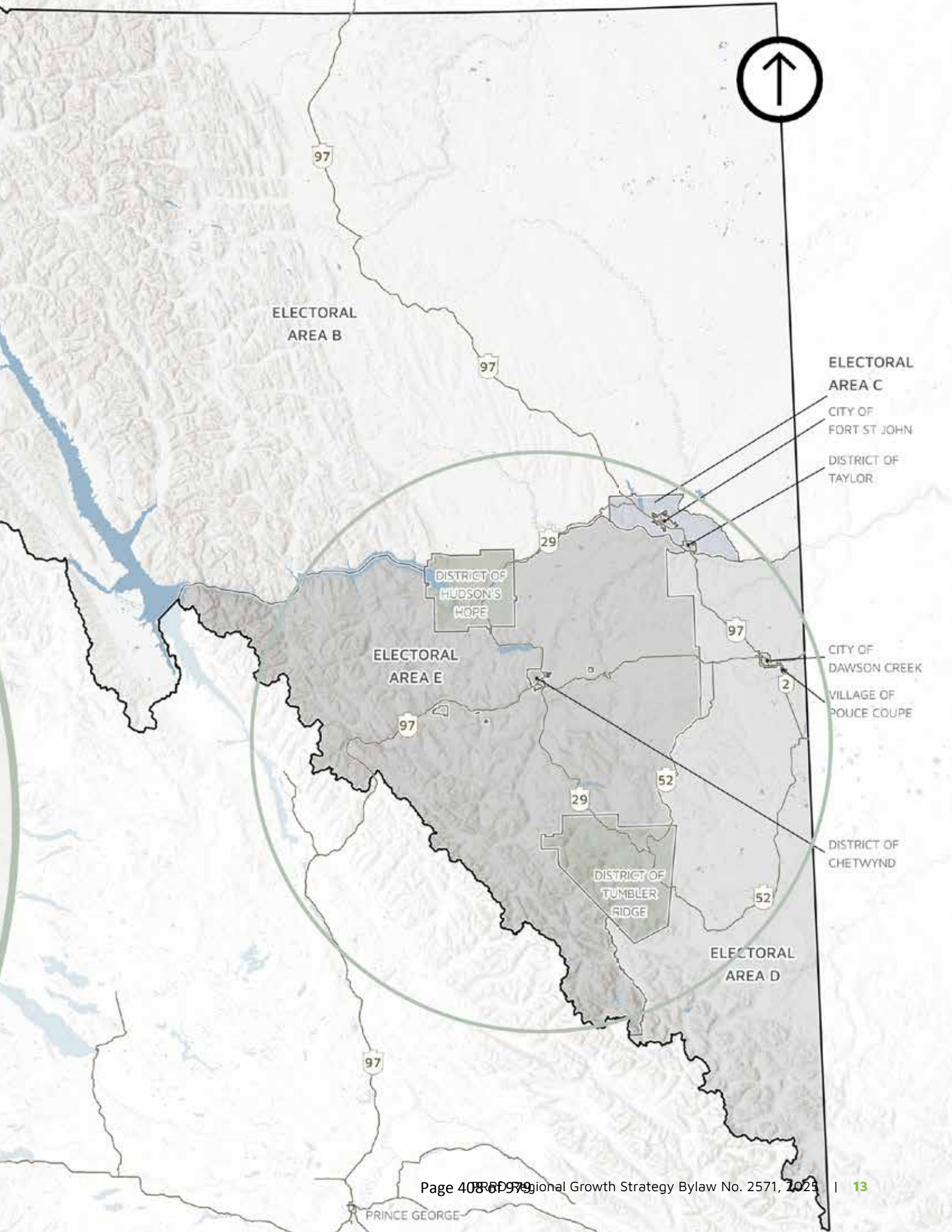
- District of Chetwynd
- City of Dawson Creek
- City of Fort St. John
- District of Hudson's Hope
- Village of Pouce Coupe
- District of Taylor
- District of Tumbler Ridge

The PRRD is situated on the traditional territory of the Dane-zaa (Beaver), signatories of Treaty 8 and the Métis Nation BC Region 7. There are nine First Nations communities in within the PRRD. They include Doig River First Nation, Blueberry River First Nation, Halfway River First Nation, West Moberly First Nation, McLeod Lake Indian Band, Saulteau First Nation, Tsay Keh Dene Nation, Kwadacha Nation and Kelly Lake Cree Nation. There is a significant urban Indigenous population in the PRRD's two principal urban centres. According to the 2021 census, 13.1% of the population in Fort St. John and 15.2% of the population in Dawson Creek identified as Indigenous, which is relatively high in comparison to the provincial average of 5.9%.

First Nations in the PRRD are continuing to expand their land management authorities, capacities and opportunities. Although First Nations are not represented on the PRRD Regional Board, the regional district values the significant contributions of Indigenous peoples who have lived and worked on the lands and waters of our region for time immemorial. The PRRD Board's 2023 – 2026 Strategic Plan is representative of this effort, which identifies regional collaboration and cooperation with First Nations as one of the plan's six strategic areas.

MAP 1: Peace River Regional District




97
ELECTORAL AREA B
97
ELECTORAL AREA C
CITY OF FORT ST JOHN
DISTRICT OF TAYLOR
29
DISTRICT OF HUDSON'S HOPE
97
ELECTORAL AREA E
CITY OF DAWSON CREEK
2
VILLAGE OF POUCE COUPE
97
52
29
DISTRICT OF CHETWYND
DISTRICT OF TUMBLER RIDGE
52
ELECTORAL AREA D
97
PRINCE GEORGE

POPULATION ESTIMATES AND PROJECTIONS

The region's population has historically been sensitive to natural resource development (coal, natural gas, forestry), which has resulted in fluctuating census counts. Using historical data and projected population estimates, the PRRD could see a population increase of up to 30% (19,000 new residents) in the next two decades.

The PRRD's population, on average, is younger than the rest of the province. However, its residents are gradually getting older and moving away from labour-intensive industries. This demographic shift is accompanied by population declines in many Electoral Areas and smaller municipalities, but larger municipalities such as Dawson Creek and Fort St. John are experiencing gradual and steady growth. At the same time, households in the region are getting smaller, with an increase in single-person households, reflecting changes in living preferences and economic realities.

From 2016 to 2021, the population of the PRRD declined at an average annual rate of -0.45%, reaching a total of 61,532 residents in 2021. However, the growth rate varies between local municipalities and electoral areas, with the District of Tumbler Ridge having experienced the fastest annual growth rate (4.1%) and Electoral Area D having experienced the greatest decline (-3.8%). The following table details the region's annual growth rate from 2016 to 2021 by population, municipality and Electoral Area.

FIGURE 3: 2021 Population of PRRD Member Municipalities and Electoral Areas

Member Municipality/ Electoral Area	2016-2021 Annual Growth Rate	2021 Census Population
City of Fort St. John	1.2%	21,465
City of Dawson Creek	0.2%	12,323
District of Tumbler Ridge	4.1%	2,399
District of Chetwynd	-1.6%	2,302
District of Taylor	-2.1%	1,317
District of Hudson's Hope	-3.4%	841
Village of Pouce Coupe	-0.8%	762
Electoral Area B	-0.9%	5,379
Electoral Area C	-2.2%	5,947
Electoral Area D	-3.8%	4,793
Electoral Area E	-2.0%	2,660

The locations with the largest populations are the City of Fort St. John, the City of Dawson Creek and Electoral Area C. The smallest are the District of Taylor, the District of Hudson's Hope and the Village of Pouce Coupe.

Despite a slight decrease since 2016, the overall population in the PRRD has increased steadily, with around 3,300 new residents since 2006. If these increasing growth trends continue, the PRRD could expect to welcome roughly 5,000 (0.3% per year) to 19,000 (1.1% per year) new residents over the next 20 years. However, if the population decline over the past 5 years continues, there may be 6,000 (-0.4% per year) fewer residents by 2046.

FIGURE 4: PRRD Population estimate and projection, 2006-2046

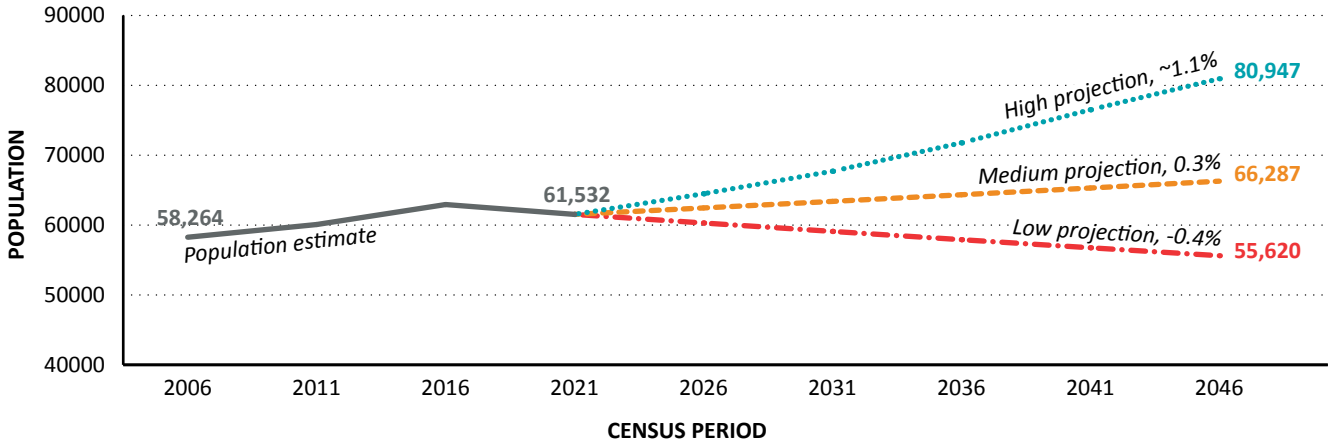


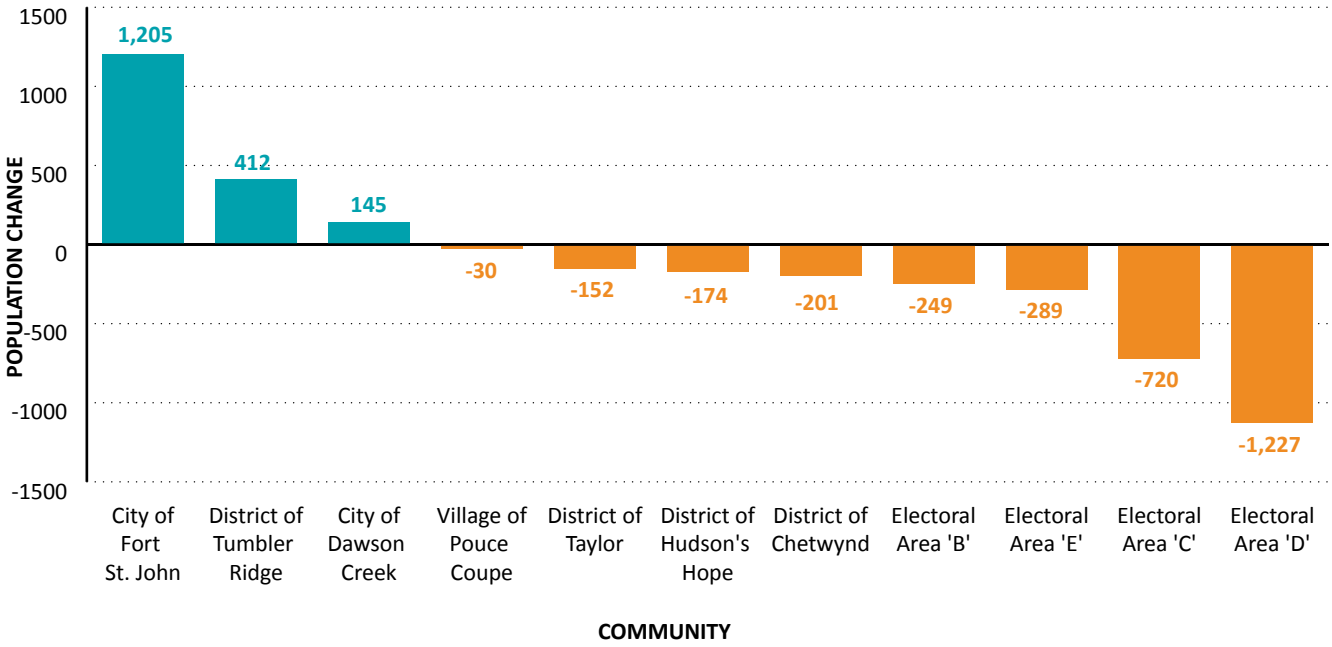
Figure 4 shows overall population estimates in the PRRD since 2006 with the solid line. The dashed lines represent population projections under high (BC PEOPLE Projection App[1] average growth rate, +1.1%/yr.), medium (average annual growth over the past 10 years, +0.3%/yr.) and low (decline since 2016 continues, -0.4%/yr.) growth scenarios.

Since 2016, the population has only grown in three communities: the City of Fort St. John, the District of Tumbler Ridge and the City of Dawson Creek (roughly 1,800 combined). Electoral Area C (the most populous Electoral Area) and Electoral Area D experienced the greatest population decline, around 1,800 combined.

Population decline is more pronounced in smaller and more rural Electoral Areas and Municipalities. The City of Fort St. John, the District of Tumbler Ridge and the City of Dawson Creek were the only communities where populations increased. This demographic shift underscores the challenges that smaller and more remote areas face in sustaining their populations in contrast to larger urban centers that continue to attract most residents in the region.

In some municipalities and electoral areas, population decline is accompanied by moderate levels of people moving into the municipalities. This dynamic suggests a less stable population with a higher turnover of residents moving in and out.

FIGURE 5: Population change by community, 2016 - 2021



1 BC Stats Population Projections Application https://bcstats.shinyapps.io/popApp/

Photo: Pouce Coupe, Northern BC Tourism/Jason Hamborg

Although the median age of the PRRD is low compared to the province, the proportion of youth is on the decline, while the proportion of seniors is on the rise. The population in this region is aging, though more slowly than the provincial average. Managing an aging population is becoming an important consideration for the PRRD and regional partners. This issue is growing in significance.

In 2021, the median age across the PRRD was 35.6, compared to 42.8 across the province. The District of Hudson's Hope had the highest median age (46.8), while Electoral Area 'B' had the lowest (30.6).

FIGURE 6: PRRD population by age, 2006 - 2046

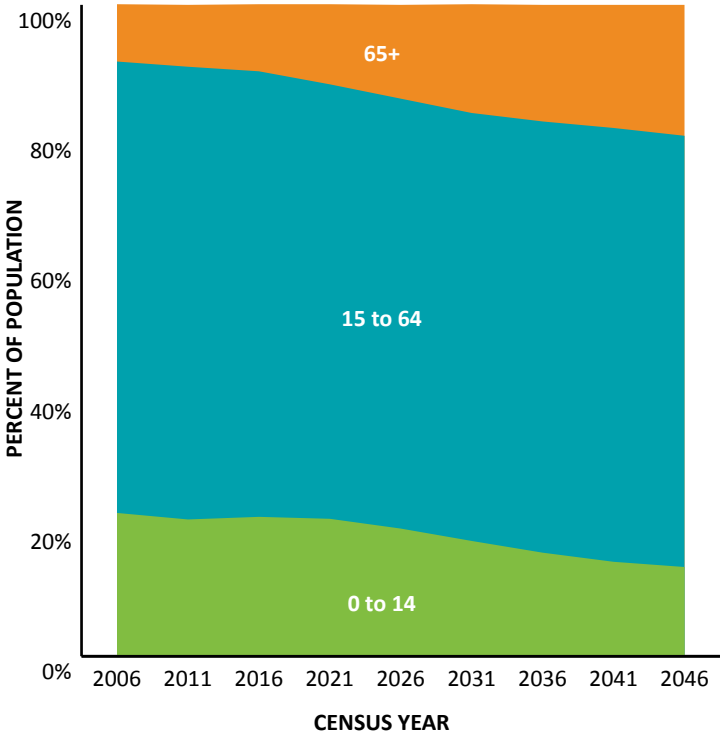


Photo: Tumbler Ridge, Destination BC/Jesaja Class

HOUSING OUTLOOK AND PROJECTIONS

The regional housing stock has changed slightly since 2016 (Figure 7). The proportion of single-detached homes in the region decreased by three percent, and the proportion of mobile homes (which the province defines as movable dwellings) decreased by one percent. Meanwhile, the combined proportion of semi-detached homes, row homes and apartments with fewer than five storeys has increased by 4%.

FIGURE 7: PRRD Housing Stock, 2021

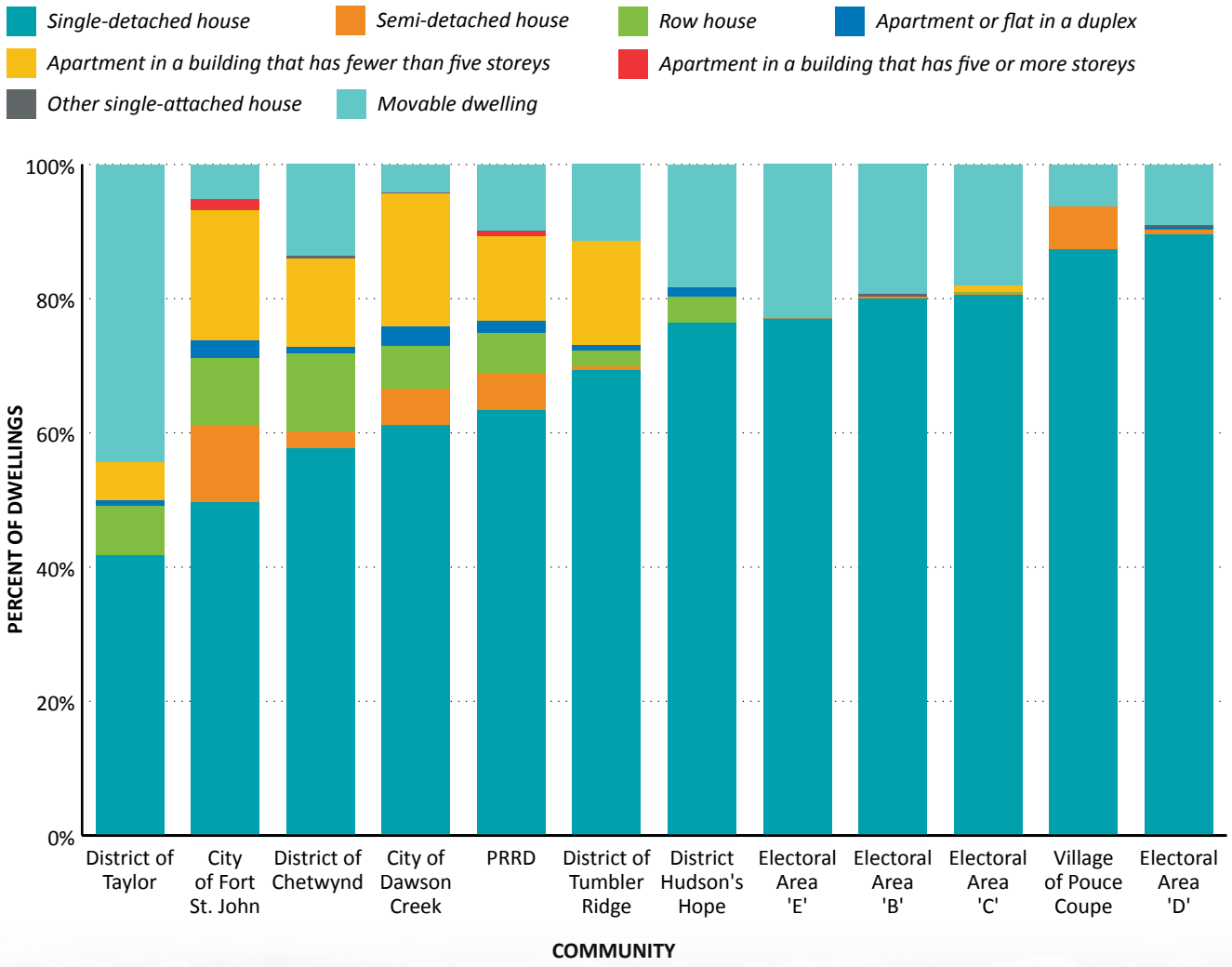
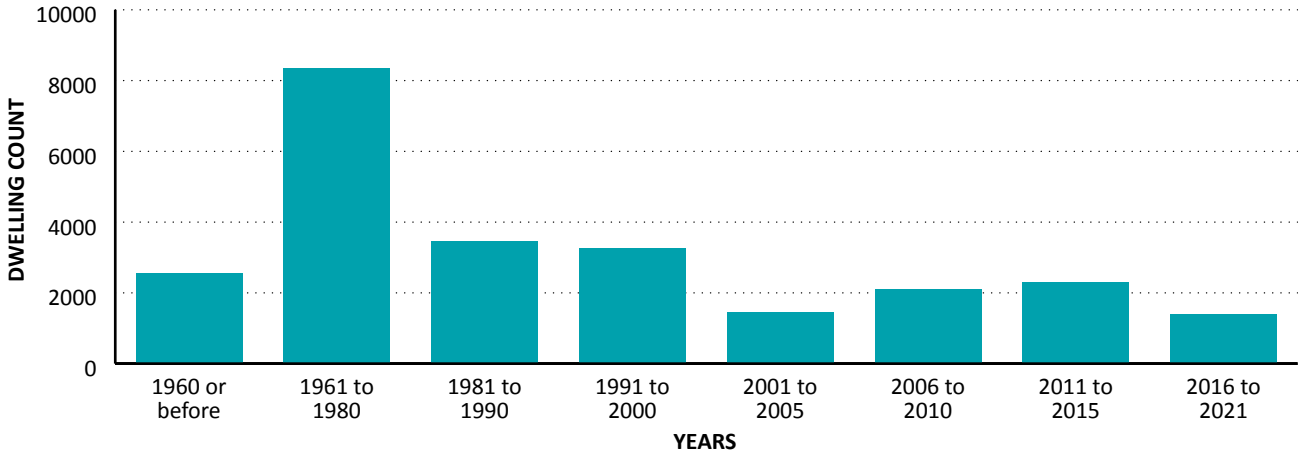


Photo: Dawson Creek, CC-by-nc-nd, Province of BC

Across the PRRD, nearly 60% of dwellings were built before 1990.

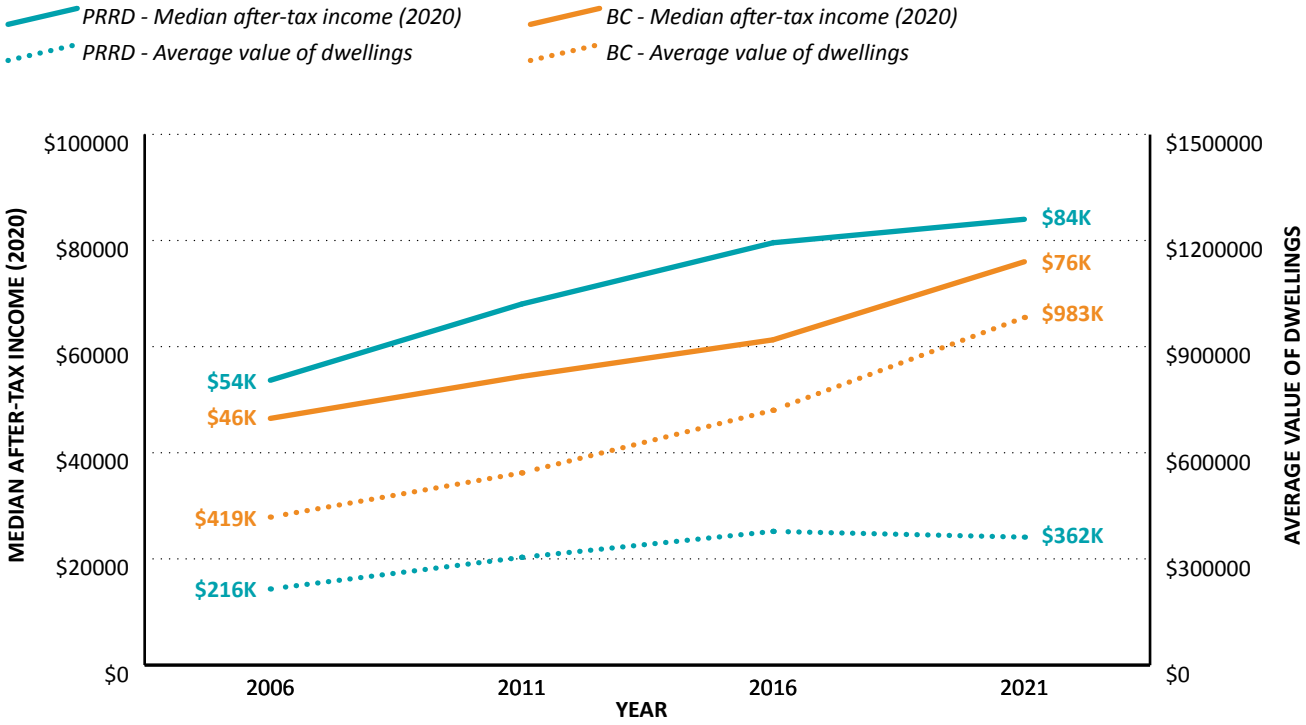
FIGURE 8: PRRD Dwellings, Year Built



Household incomes tend to be high in the PRRD relative to the province and have increased at a similar rate since 2006. In 2021, the highest median income was in Electoral Area C, and the lowest was in the City of Dawson Creek and the District of Hudson's Hope.

At the same time, the average value of dwellings is lower in the PRRD when compared to the province, with their relative value also increasing at a rate lower than the provincial average. In 2021, the highest value dwellings were in the Electoral Areas, particularly in Electoral Area C, where incomes tend to be high relative to the rest of the region. Lower-value dwellings were found in the District of Tumbler Ridge and the District of Hudson's Hope.

FIGURE 9: Change in household median after-tax incomes and average shelter costs PRRD and BC, 2006 to 2021



The average rent in the PRRD was similar to the province from 2006 ($720) until 2016 ($1,100). By 2021, the average rent increased by nearly $500 across BC but remained relatively stable in the PRRD. In 2021, a slightly smaller proportion of PRRD renter households lived in subsidized housing (9.3%) than across the province (11.0%).

Nonetheless, rising rental prices can displace locals. Noting limited rental units and relatively high costs, the *2021 PRRD and Partner Member Municipality Housing Needs Implementation Framework* stressed the need for more purpose-built rental buildings.

With relatively high household incomes and inexpensive dwellings, fewer households spend 30% of their annual household income on shelter costs in the PRRD (15%) when compared to the provincial average (26%). In 2021, the greatest proportion of households spending more than 30% of their income on shelter were in the City of Dawson Creek (18.6%), the City of Fort St. John (16.4%) and Electoral Area C (15.2%).

Housing needs assessments were completed across the region between 2020 and 2022. Provincially mandated updates were released in early 2025. Together, these reports highlighted the following regional issues and trends:

- **Workforce housing:** Increasing rental costs make it difficult for employers to recruit employees. There is a need for more affordable housing, especially for one-person or single-income households.
- **Seniors' housing:** Seniors tend to move from rural areas to be closer to services and family. However, residents seeking senior housing may face long waitlists of up to three years or be placed prematurely in long-term care facilities when appropriate supportive housing units are not available.
- **Supportive housing:** There is a pressing demand for enhanced supportive housing options, particularly in rural areas, as some individuals relying on extended hospital stays or long-term care homes often lack necessary services. In addition, those with mental health issues encounter housing barriers which restricts access to essential support.
- **Residents at risk or experiencing homelessness:** Experiencing hidden homelessness, some residents must couch surf, live in overcrowded homes, or live in vehicles, emphasizing the need for strategically located emergency housing and shelters with support services. There is a particular need for more supports dedicated to youth.

Other important regional housing trends and issues include:

- **Changing household dynamics:** While there is a total increase in the number of households, they have decreased in size since 2006. Seniors, including the aging farming population, are moving to larger population centres, creating a need for younger workers and families in rural areas.
- **Housing instability linked to economic changes:** The shifting nature of the economy and surges in the number of workers and visitors entering the region affect shelter costs and availability. Scarcity and high prices can be associated with periods of robust economic growth, which adversely impact employers and their ability to recruit workers.
- **Affordable rental housing:** Renters in the PRRD typically have lower household incomes than homeowners and generally have fewer affordable rental options. For example, the Fort St. John's 2020 Housing Needs Assessment found that the median homeowner income was $120,000 versus a median household income for renters of $60,000. This assessment also noted more limited affordable rental opportunities for this group.

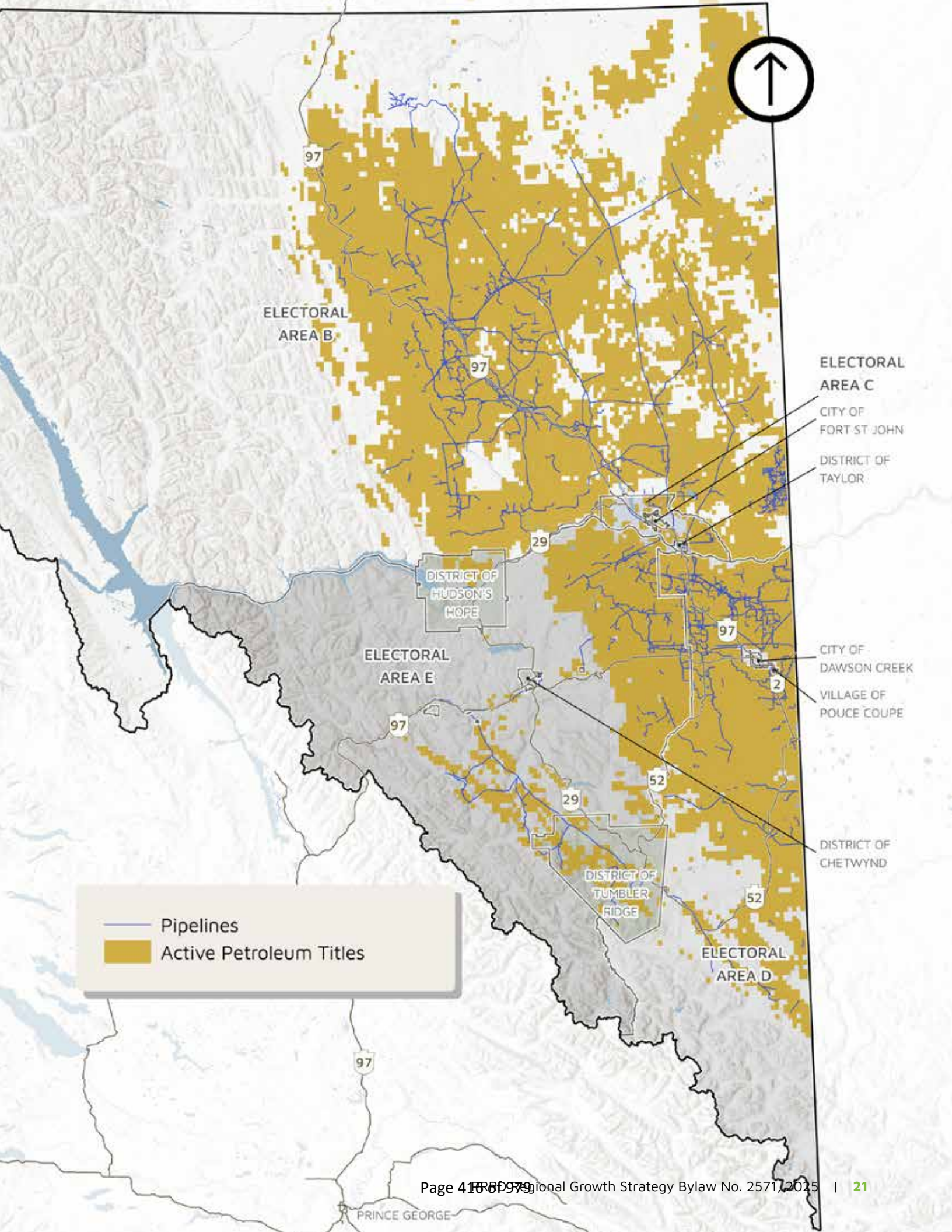
ECONOMIC OUTLOOK AND PROJECTIONS

A strong and diverse regional economy is one of the key building blocks for healthy and resilient communities. The regional economy is largely built around primary resources, including agriculture, energy, forestry and mining.

While the oil and gas sectors are the principal economic drivers in Fort St. John, Dawson Creek and the surrounding areas, agriculture also plays an important role. Agriculture is a mainstay in the PRRD, and there is a significant amount of land in the region in the provincial Agricultural Land Reserve (ALR). Mining and forestry are also important sectors and are the primary economic drivers for the communities of Chetwynd, Tumbler Ridge and Area E.

MAP 2: Peace River Regional District – Oil and Gas Tenures and Pipelines

Photo: AltaGas


97
ELECTORAL AREA B
97
ELECTORAL AREA C
CITY OF FORT ST JOHN
DISTRICT OF TAYLOR
29
DISTRICT OF HUDSON'S HOPE
97
ELECTORAL AREA E
CITY OF DAWSON CREEK
2
VILLAGE OF POUCE COUPE
97
52
29
DISTRICT OF CHETWYND
DISTRICT OF TUMBLER RIDGE
52
ELECTORAL AREA D
Pipelines
Active Petroleum Titles
97
PRINCE GEORGE

The PRRD has long had a high employment rate relative to the province. However, both the province and the PRRD have experienced a slight decline of 8% and 4%, respectively, since 2006. Meanwhile, the unemployment rate has grown by 4% in the PRRD and 2% across the province. The greater increase in the unemployment rate in the PRRD relative to the province may indicate worsening job market conditions, in addition to people leaving the labour force (e.g., retiring, going back to school, etc.). Conversely, informal feedback from PRRD staff suggests there may be a larger proportion of stay-at-home parents in the region. This trend could be attributed to the area's low cost of living and higher income levels.

FIGURE 10: Employment and unemployment rates in BC and the PRRD, 2006 to 2021

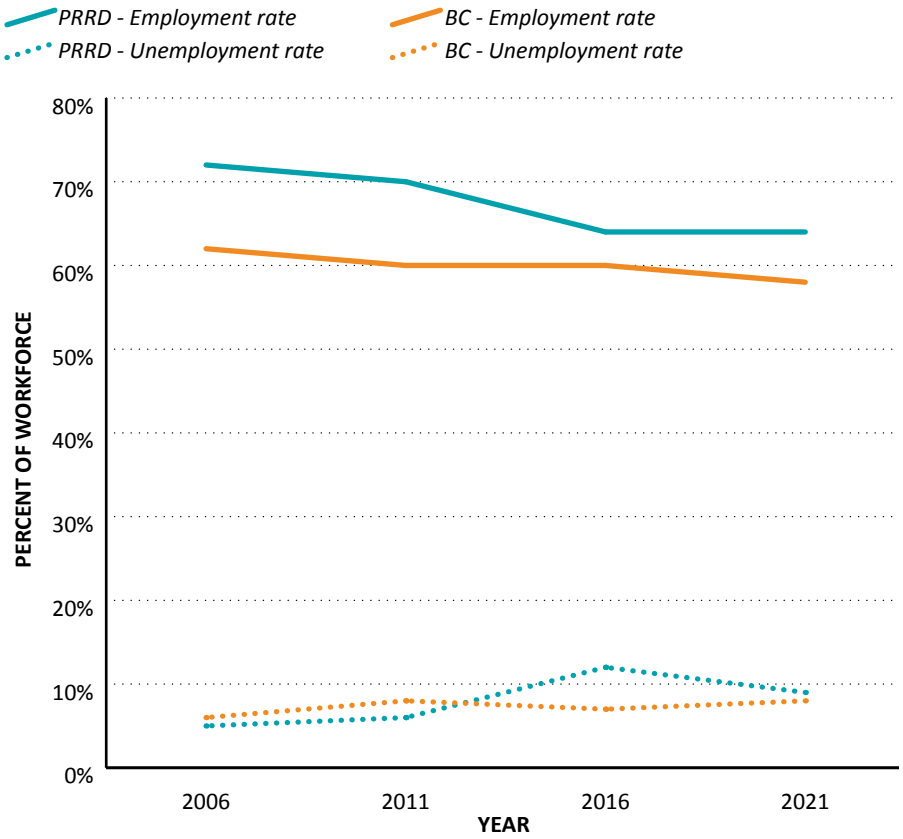


FIGURE 11: Workforce participation, employment and unemployment rates 2021

Member Municipality/Electoral Area	Participation rate	Employment rate	Unemployment rate
City of Fort St. John	75.9%	69.2%	8.9%
PRRD	70.4%	64.2%	8.8%
Electoral Area 'D'	68.4%	64.0%	6.5%
Electoral Area 'C'	68.8%	63.4%	7.6%
District of Chetwynd	67.6%	62.9%	7.1%
City of Dawson Creek	69.6%	62.8%	9.8%
Electoral Area 'B'	67.0%	62.2%	7.2%
Electoral Area 'E'	66.7%	61.0%	8.1%
District of Tumbler Ridge	65.3%	59.9%	7.7%
District of Taylor	67.5%	59.7%	12.2%
BC	63.3%	57.9%	8.4%
Village of Pouce Coupe	66.4%	55.2%	16.9%
District of Hudson's Hope	57.6%	53.8%	6.6%

The following table provides regional employment estimates (2021) and forecasts (2046) in the PRRD by industry. Low and high growth scenarios are based on low and high rates of change over the past five and 10 years.

- ▲ Green arrows indicate industries that have consistently grown over the past 10 years and are expected to continue doing so.
- ▼ Red arrows indicate industries that have consistently declined over the past 10 years, and are expected to continue doing so.
- – Yellow bars indicate industries that have experienced both growth and decline over the past 10 years.

As illustrated, health care and social assistance, and educational services are growing sectors and should continue to be a significant source of employment in the region.

FIGURE 12: PRRD Employment Estimates (2021) and Forecasts (2046)

Industry - PRRD	2021 est.	Projected annual growth rate	2046 Low	2046 High
– Mining, quarrying and oil and gas extraction	3825	-1.6% to 0.2%	3620	5440
▼ Construction	3740	-2.2% to -0.1%	3760	6090
▼ Retail trade	3505	-1.0% to -0.6%	3540	5210
▲ **Health care and social assistance**	**2830**	**1.5% to 2.3%**	**3690**	**6440**
– Accommodation and food services	2290	-1.3% to 1.1%	2790	4200
▲ **Educational services**	**2195**	**1.1% to 2.7%**	**2770**	**4910**
▼ Transportation and warehousing	2005	-1.0% to -0.1%	2200	3280
▼ Agriculture, forestry, fishing and hunting	1760	-3.8% to -0.9%	1450	2640
– Public administration	1735	-0.2% to 3.1%	1930	3470
▼ Other services (except public administration)	1645	-3.9% to -1.8%	1210	2240
▼ Professional, scientific and technical services	1605	-1.4% to -1.3%	1470	2270
– Manufacturing	1510	-4.4% to 0.8%	1440	2700
– Administrative and support, waste management and remediation services	1155	-1.4% to 4.5%	1870	2760
▼ Wholesale trade	910	-1.6% to -0.5%	850	1260
▼ Real estate and rental and leasing	535	-3.3% to -3.1%	340	610
▼ Finance and insurance	510	-5.7% to -0.9%	370	770
▲ **Arts, entertainment and recreation**	**500**	**0.2% to 3.5%**	**580**	**1060**
▲ **Utilities**	**490**	**1.1% to 1.5%**	**640**	**1040**
▼ Information and cultural industries	235	-4.1% to -2.2%	160	300
▼ Management of companies and enterprises	10	-6.7% to -3.3%	0	10

Policies

Vision

The RGS vision statement describes the desired long-term future for the PRRD and sets the basic direction for planning, policies and action over the next 20 years.

The vision statement started with an existing vision from the PRRD's Strategic Plan from 2023. Revisions were made based on feedback from residents through two surveys and community outreach and engagement that were carried out as part of the project.

"The Peace River Regional District is comprised of distinct and unique urban and rural communities. The region is shaped by its roots in agriculture and its culture of independence, resilience and compassion for others.

With a strong regional economy, residents enjoy a high quality of life with a broad array of effective and responsive regional services.

Moving forward, we will continue to build strong collaborative relationships with all residents and First Nations in our region. And we will engage and involve all residents and communities as we move towards a bright, prosperous and healthy future."

Photo: Farmland, Trent Ernst

Goals

The RGS is organized around nine policy goals, which were developed through community engagement and outreach and in consultation with PRRD member municipalities and the RGS Steering Committee. Each of the policy goals is, in turn, supported by a series of related policy objectives.

At the core of this RGS is a commitment to broad-based, long-term sustainable development. The balancing of social, economic and environmental dimensions of this commitment is clearly expressed in the nine core policy goals. It is important to recognize that the goals are all interconnected, highlighting both the complexities and challenges that come with regional planning but also the potential to strengthen and enrich regional relationships through collaboration and coordinated action.

1. Community Building

Support compact, complete urban communities, maintain rural character and offer choice and affordability in housing.

2. Economic Strength

Encourage a diverse, resilient and prosperous economy that builds on regional strengths.

3. Agriculture and Food

Support agriculture and protect farmlands in the PRRD.

4. Living Well

Foster safe, healthy communities that support a high quality of life for all.

5. Infrastructure and Services

Provide efficient, cost-effective services that contribute to regional wellbeing and health.

6. Ecosystem Health

Protect the air, water and lands on which we all depend.

7. Transportation and Mobility

Collaborate with partners to provide an accessible, safe and efficient transportation system for people and goods.

8. Climate Resilience

Adapt and ensure the PRRD is prepared for a changing climate.

9. Regional Collaboration

Coordinate and collaborate with residents, PRRD member municipalities, rural communities, other levels of government and First Nations to achieve shared goals and address common issues.

1. COMMUNITY BUILDING

GOAL: ***Support compact and complete urban communities, maintain rural character and offer choice and affordability in housing.***

The PRRD is composed of diverse and distinct communities that range in size from small, rural settlements to larger urban centres like Fort St. John and Dawson Creek. Over the next 20 years, the PRRD is expected to accommodate an additional 19,000 residents. It is expected that about 90% of this growth will occur within larger communities, with most in Fort St. John and Dawson Creek and smaller amounts in Taylor, Tumbler Ridge, Chetwynd, Hudson's Hope and Pouce Coupe. The remaining growth is expected to occur in the PRRD's rural areas and unincorporated communities.

Encouraging the development of compact and complete communities, whether urban or rural, will help reduce our impact on the surrounding natural environment, improve access to economic and social opportunities and enable more efficient distribution of services, such as utilities and water, that benefit residents of all ages.

Like most regions across the province, the PRRD is facing the challenges of rising housing costs, limited rental stocks and increasing homelessness. Larger communities like Fort St. John and Dawson Creek are particularly affected, but in general, affordability issues are a concern for most communities in the region, including rural areas.

Housing is a key determinant for many aspects of health, wellbeing and economic prosperity. As a core land use planning issue, housing is an area where more coordinated planning across the region could have a significant impact.

One important sign of a healthy community is housing diversity that meets the needs of all residents, regardless of their age, income, or ability. Planning for a wide range of housing now will ensure the demand for accessible, affordable and adaptable housing will be met in the future.

1. **Encourage and support growth in urban centres.**

   a) Recognize the City of Fort St. John and the City of Dawson Creek as the PRRD's main urban centres with their established services and identified growth capacity.

   b) Support growth in smaller urban centres (District of Chetwynd, District of Tumbler Ridge, District of Hudson's Hope, District of Taylor, Village of Pouce Coupe) that is within their Official Community Plans' established development capacities.

   c) Work collaboratively with member municipalities on fringe area planning through PRRD OCP updates.

   d) Encourage appropriately located accessible commercial, institutional, light and heavy industrial development in urban centres.

2. **Protect the character of rural areas.**

   a) Identify and engage with rural communities throughout the region which could be designated as rural settlement centres and accommodate higher levels of development than other rural communities.

   b) Ensure that potential rural settlement centres consider future servicing needs and associated development costs and financing.

   c) Work with the Prespatou Planning Committee on identifying current and future growth needs for the community.

   d) Discourage rezoning of large rural land parcels to smaller parcel sizes in rural areas outside of designated rural settlement centres.

   e) Identify areas where updating the zoning bylaw to require larger minimum lot sizes is necessary to protect agricultural uses and/or rural character.

3. **Collaborate across the PRRD to support affordable and accessible housing.**

    a) Work with member municipalities, regional housing providers and residents to implement recommendations from the PPRD Housing Needs Implementation Framework where they are consistent with municipal Housing Needs Reports.

    b) Collaborate with all PRRD member municipalities to jointly undertake provincially required Housing Needs Report updates by 2028 and continue to work together collectively to update the Report on the required five-year report update cycle.

    c) Consider working with PRRD member municipalities, non-profit housing providers, other housing and development partners and residents to develop a Regional Housing Plan.

    d) Consider hosting a forum on actions to address housing issues for PRRD communities and northern communities with neighbouring local governments, including Northern Rockies Regional Municipality, Fraser-Fort George Regional District and Saddle Hills County in Alberta, to identify opportunities to share learning.

4. **Strengthen senior's housing and supports for others in need of housing.**

    a) Work with PRRD member municipalities, community organizations, Northern Health and other provincial agencies to expand existing supports for aging in place and identify new opportunities or programs to keep seniors in their homes and healthy for as long as possible.

    b) Advocate to BC Housing, CMHC and other senior government agencies for additional housing supports, including seniors housing and housing for low-income households.

    c) Encourage supportive housing opportunities that are appropriate for smaller and more rural communities within the PRRD.

5. Address workforce housing.

a) Work with the natural resource sector to identify opportunities to minimize the impacts of industry on housing issues in the PRRD.

b) Advocate for senior government (B.C., Canada) resources to pilot and support new initiatives for workforce housing.

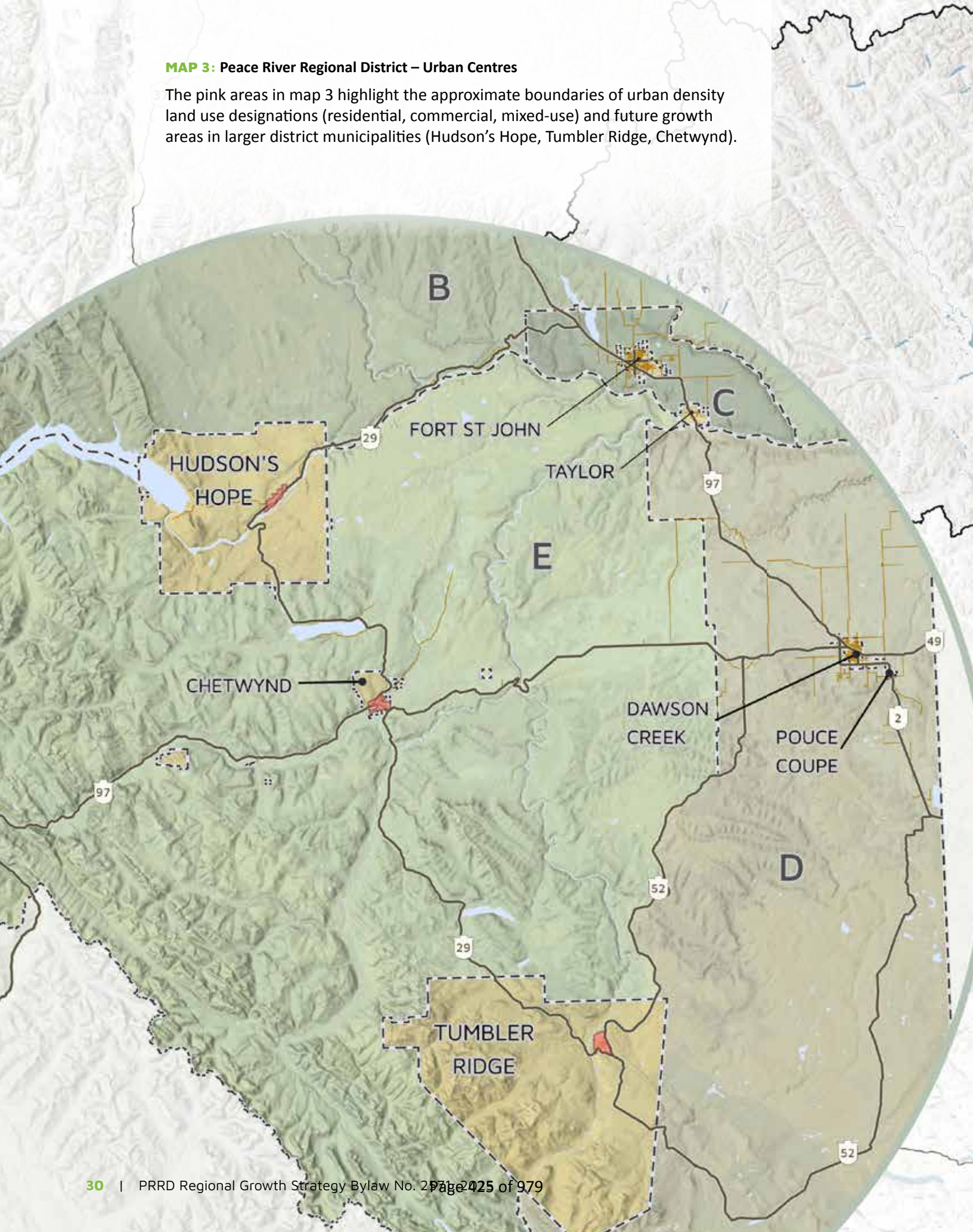
c) Work with PRRD member municipalities and the natural resource sector to quantify the impact of the shadow workforce[2] and develop solutions in partnership with industry to alleviate housing market pressure build-up.

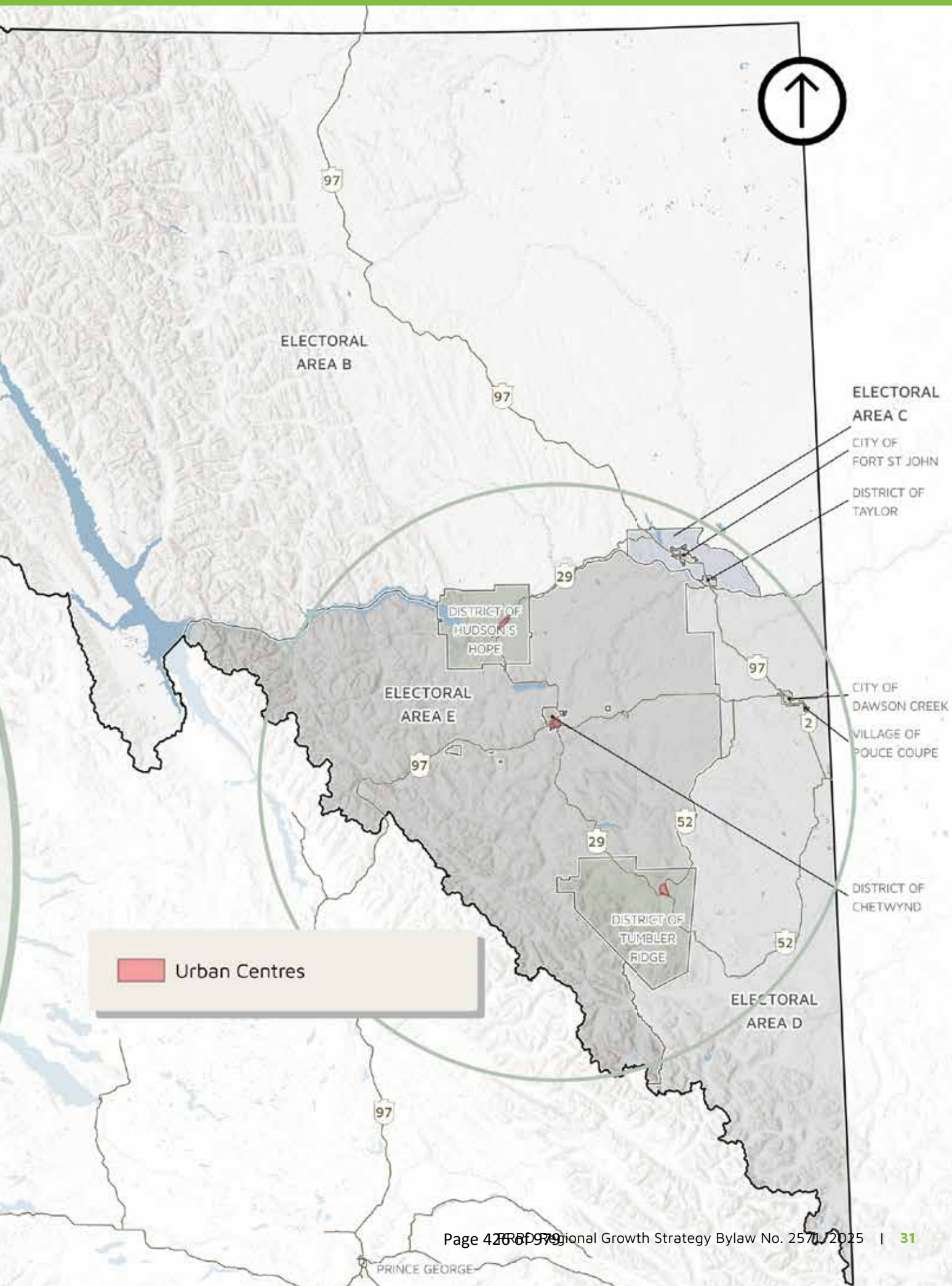
2 Industry in the PRRD is largely influenced by the cyclical nature of the natural resource economy which has developed a strong mobile "shadow population" due to seasonal and project-oriented work in the region. A significant shadow population exists of individuals who work in the region but live permanently elsewhere. As a result of the shadow population, there is increased pressure on housing, infrastructure, transportation, and services for health, education and community support.

Photo: Dawson Creek, Northern BC Tourism/6ix Sigma Productions

MAP 3: Peace River Regional District – Urban Centres

The pink areas in map 3 highlight the approximate boundaries of urban density land use designations (residential, commercial, mixed-use) and future growth areas in larger district municipalities (Hudson's Hope, Tumbler Ridge, Chetwynd).

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ELECTORAL AREA B
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ELECTORAL AREA C
CITY OF FORT ST JOHN
DISTRICT OF TAYLOR
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DISTRICT OF HUDSON'S HOPE
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ELECTORAL AREA E
CITY OF DAWSON CREEK
2
VILLAGE OF POUCE COUPE
97
52
29
DISTRICT OF CHETWYND
DISTRICT OF TUMBLER RIDGE
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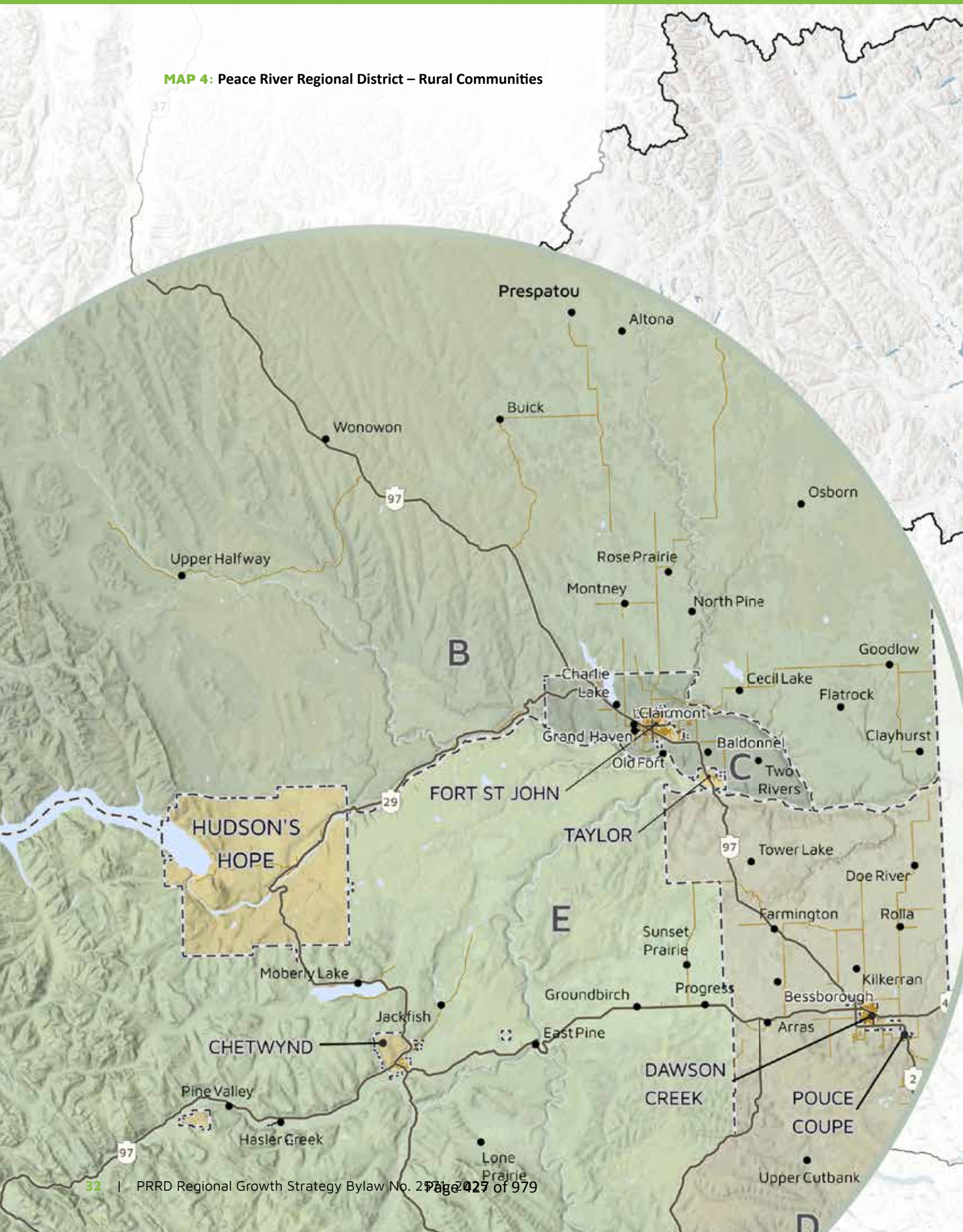
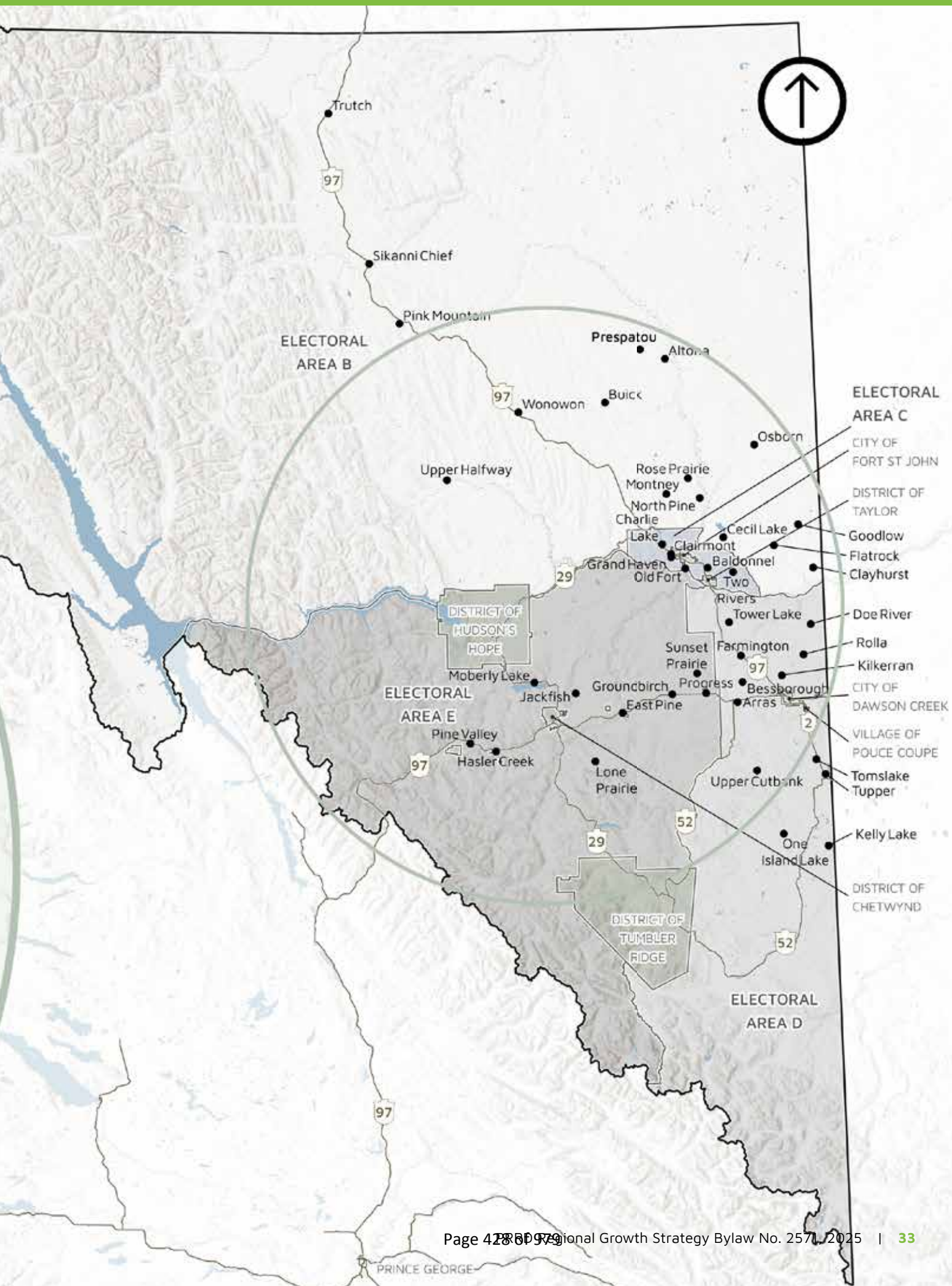
Urban Centres
ELECTORAL AREA D
97
PRINCE GEORGE

MAP 4: Peace River Regional District – Rural Communities




Trutch
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Sikanni Chief
Pink Mountain
ELECTORAL AREA B
Prespatou
Altona
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Wonowon
Buick
Upper Halfway
Rose Prairie
Montney
North Pine
Charlie Lake
Osborn
ELECTORAL AREA C
CITY OF FORT ST JOHN
DISTRICT OF TAYLOR
Cecil Lake
Goodlow
Clairmont
Flatrock
Baldonnel
Clayhurst
Grand Haven
Old Fort
29
Two Rivers
Tower Lake
Doe River
DISTRICT OF HUDSON'S HOPE
Sunset Prairie
Farmington
Rolla
97
Kilkerran
Moberly Lake
Grouncbirch
Progress
Bessborough
CITY OF DAWSON CREEK
ELECTORAL AREA E
Jackfish
East Pine
Arras
2
Pine Valley
VILLAGE OF POUCE COUPE
97
Hasler Creek
Lone Prairie
Upper Cutbank
Tomslake
Tupper
52
29
Kelly Lake
One Island Lake
DISTRICT OF CHETWYND
DISTRICT OF TUMBLER RIDGE
52
ELECTORAL AREA D
97
PRINCE GEORGE

2. ECONOMIC STRENGTH

GOAL: ***Encourage a diverse, resilient and prosperous economy that builds on regional strengths.***

A healthy, diverse regional economy is one of the cornerstones of more sustainable, resilient communities. As a region, the PRRD has some economic diversity, with employment generated by multiple sectors. Outside of the oil and gas sector, public sector employment is significant, with government, health and education services clustered in Fort St. John and Dawson Creek. Agriculture is a major contributor, while forestry and tourism are other key sectors. Fort St. John and Dawson Creek are the regional employment centres.

Public consultation carried out through the RGS process identified the local economy as the number one area of importance to the region.

1. **Support a diversified regional economy.**

    a) Encourage economic development that builds on the strengths and character of PRRD member municipalities and urban and rural communities in the PRRD.

    b) Encourage business retention, expansion and attraction activities with a special focus on region-serving businesses.

    c) Support secondary value-added processing and manufacturing in agricultural and resource sectors where feasible and appropriate.

    d) Collaborate with PRRD member municipalities and regional partners to attract high-tech, knowledge-based industries.

    e) Support the agricultural sector and encourage the development of local food production and processing facilities where practical and feasible.

    f) Support the development of a targeted regional workforce attraction program in collaboration with educational institutions operating in the PRRD.

    g) Explore economic opportunities and collaboration on projects of mutual interest and benefit with First Nations in the PRRD.

    h) Explore the development of a Regional Employment Lands Strategy.

    i) Consider the development of a Regional Economic Development Strategy through a collaborative process involving PRRD member municipalities, economic development stakeholders, industry groups and First Nations in the PRRD who may be interested in participating.

    j) Recognize the North Peace Regional Airport as a key driver of the regional economy and advocate for improved service and additional direct flight options.

    k) Direct industrial uses to existing industrial areas.

2. **Support and promote tourism and tourism-related activities.**

    a) Support regional tourism marketing efforts.

    b) Support and encourage regional recreational tourism initiatives and projects.

    c) Work with PRRD member municipalities and stakeholder groups to continue implementing recommendations from the Regional Parks and Trails Master Plan.

3. **Address workforce housing.**

    a) Work with the natural resource sector to identify opportunities to minimize the impacts of industry on housing issues.

    b) Advocate for senior government resources to pilot and support new initiatives for workforce housing.

3. AGRICULTURE AND FOOD

GOAL: ***Support agriculture and protect farmlands in the PRRD.***

Agriculture and farming have played a central role in the regional economy, its recent history and the larger identity of the region. Grain, forage crops, canola and cattle have long been the foundation of this agricultural region, and the sector has remained a reliable mainstay of the region's economy through resource boom and bust cycles and other economic challenges. As shown in Map 5, the ALR makes up 11% of all land in the region. With over 1.3 million hectares of ALR land, the PRRD is home to 27% of the province's ALR land.

1. Support local agriculture and related businesses.

a) Support and encourage value-added agricultural processing and production where practical and feasible.

b) Support the preservation of the Agricultural Land Reserve for long-term agricultural uses through the update and implementation of official community plans in the region.

c) Support maintenance and improvements to the regional transportation network, including rail, to support the transport of agricultural products.

d) Undertake edge planning to mitigate the impacts of non-farm uses on farming activities when considering development adjacent to the ALR and designated agricultural properties.

e) Work collaboratively with member municipalities, agricultural producers, residents and First Nations to develop a Regional Agriculture Strategy.

f) Work with PRRD member municipalities to advocate for and protect agricultural land within the rural areas while recognizing urban development needs within municipalities.

g) Work with PRRD member municipalities to advocate for land use exemptions to the ALC Act and Regulations that allow for greater flexibility and support of the unique needs of farmers in this region.

h) Work with PRRD member municipalities to advocate for and build provincial awareness of the unique situation that exists in northern B.C. as compared to other agricultural areas in the province (e.g., larger parcel sizes, longer winters, lack of rail access) that may necessitate more and larger buildings and facilities, including additional farm residences.

i) Work with the agricultural partners and collaborators in the PRRD to attract and support younger farming families in the region.

j) Support agricultural partners and collaborators working in the PRRD (B.C. Agriculture Council, Northern Development Initiative Trust, B.C. Peace Agricultural Fund) to ensure a sustainable food supply for the region.

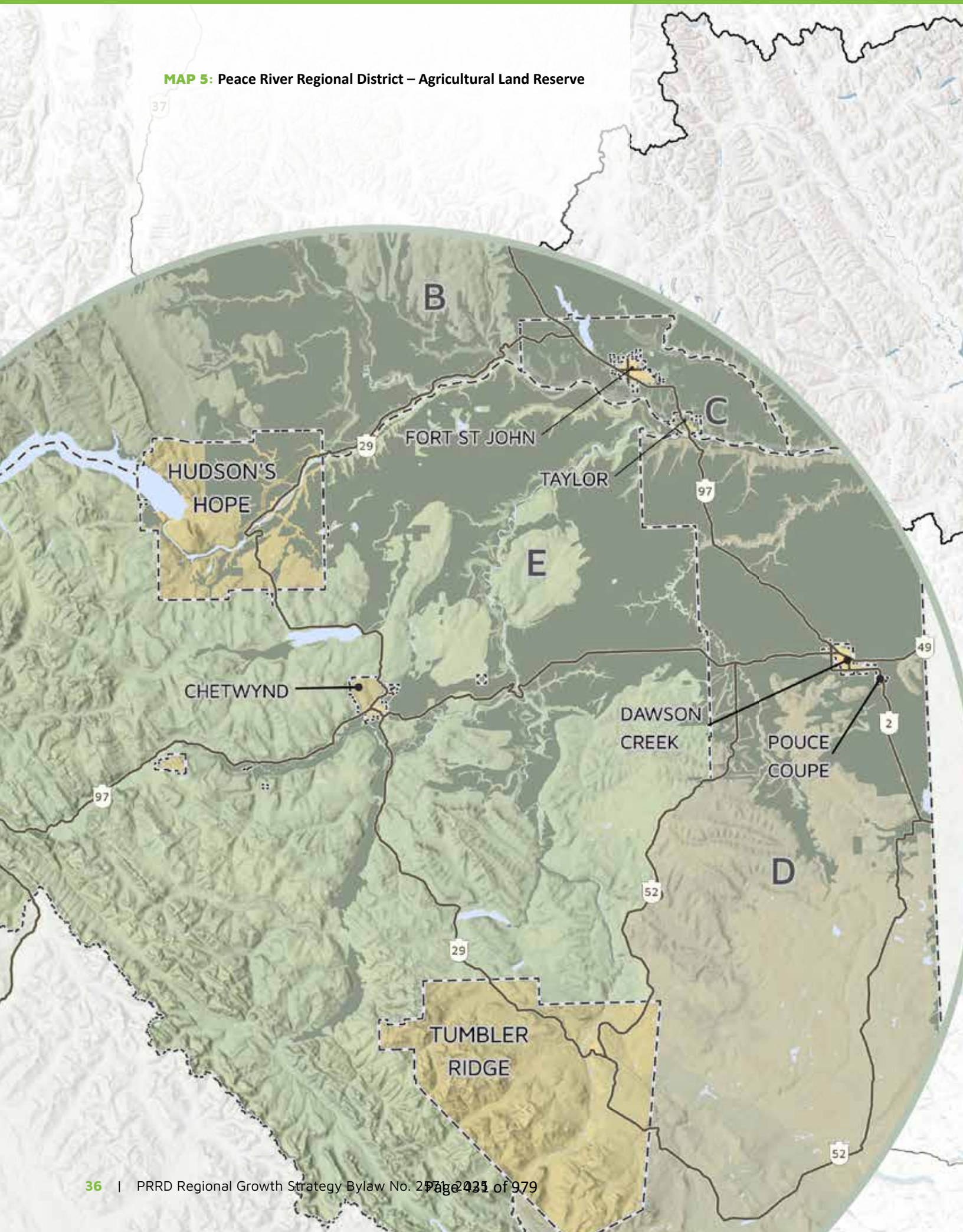
2. Collaborate with regional partners on addressing climate impacts on agriculture in the PRRD.

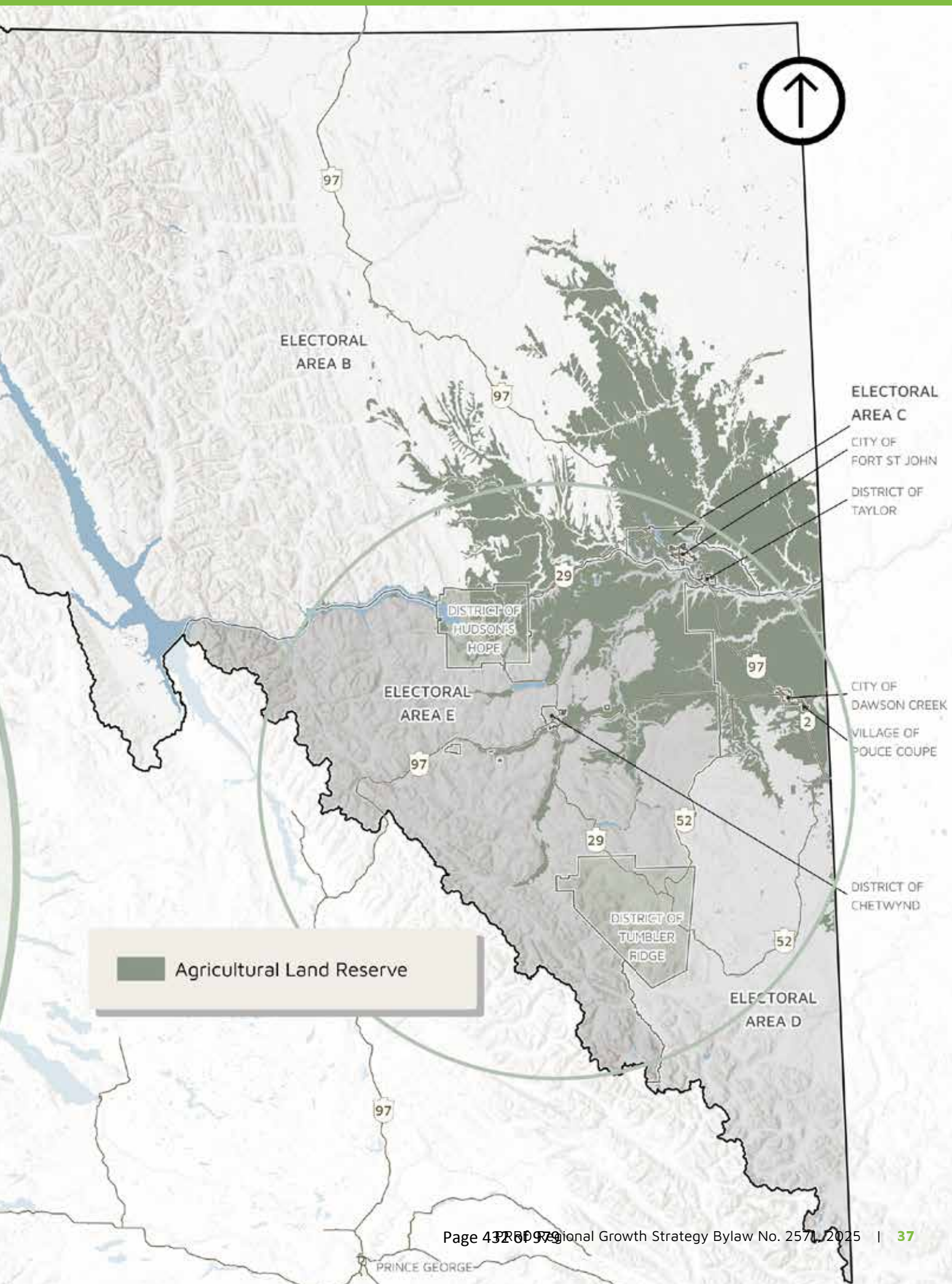
a) Work with PRRD member municipalities, First Nations, the Province (Ministry of Agriculture and Food, Ministry of Water, Land and Resource Stewardship) and the regional agricultural sector to help plan for and ensure sustainable access to water for agriculture in increasingly warmer and drier climate.

b) Work with PRRD member municipalities, First Nations, the Province (Ministry of Agriculture and Food, Ministry of Water, Land and Resource Stewardship) and the regional agricultural sector to explore an integrated water resource management approach to watershed planning at the PRRD level to help better coordinate more holistic and collaborative regional water management strategies.

c) Identify opportunities to improve climate resilience for agriculture through land use policies.

MAP 5: **Peace River Regional District – Agricultural Land Reserve**

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ELECTORAL AREA C
CITY OF FORT ST JOHN
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DISTRICT OF HUDSON'S HOPE
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ELECTORAL AREA E
CITY OF DAWSON CREEK
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VILLAGE OF POUCE COUPE
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52
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DISTRICT OF CHETWYND
DISTRICT OF TUMBLER RIDGE
52
Agricultural Land Reserve
ELECTORAL AREA D
97
PRINCE GEORGE

4. LIVING WELL

GOAL: ***Foster safe, healthy communities that support a high quality of life for all.***

The residents of the PRRD face significant challenges in health and are particularly vulnerable to increasing threats associated with a changing climate, such as wildfires, droughts, floods and geohazards. The PRRD plays an increasingly important role in coordinating regional efforts and advocating for public health, emergency management and preparedness within the region.

The PRRD falls within the northeast health service area under the jurisdiction of the Northern Health Authority (Northern Health). The health authority covers over 605,000 square kilometres, making it the largest geographic health region in the province, serving municipalities and rural and remote communities across the area.

Northern Health has a Healthy Communities team that works with the PRRD, communities and community organizations in the PRRD and others to influence conditions – like transportation, food systems, neighbourhood design and housing – that promote wellbeing. They support this through facilitation, building relationships and funding programs.

1. **Collaborate for safe, healthy and active communities across the PRRD.**

   a) Support Northern Health in expanding regional health promotion programs and advancing a proactive recruitment program to increase medical services in the PRRD.

   b) Support the RCMP in raising awareness for crime watch and prevention programs.

   c) Work with School Districts 59 and 60 to recognize and support school facilities as valuable neighbourhood resources that can support community activities and initiatives.

   d) Continue working with the PRRD Regional Accessibility Committee to improve the accessibility of public spaces.

   e) Collaborate with regional partners to ensure public spaces and events are consistent with changing demographics and community needs.

   f) Work with the Ministry of Transportation and Transit and member municipalities to create a Regional Transportation Master Plan that considers active transportation.

   g) Support Northern Health and regional agricultural producers in enhancing local food security programs and initiatives.

2. **Enhance regional emergency management.**

   a) Support emergency planning and networking of response services in the PRRD and inter-regionally (Northern Rockies Regional Municipality, Fraser-Fort George Regional District) and with neighbouring counties and municipal districts in Alberta (Municipal District of Greenview, County of Grande Prairie No. 1, Saddle Hills County, Clear Hills County, Northern Lights County).

   b) Work with regional partners to prepare regional risk assessments for all potential hazards as required by the *Emergency and Disaster Management Act*.

   c) Work with member municipalities, First Nations and residents to prepare enhanced emergency management plans that address all four phases of emergency management (preparedness, mitigation, response, recovery) that are informed by regional risk assessments as required by the *Emergency and Disaster Management Act.*

   d) Develop a PRRD business continuity plan to ensure the PRRD's continued function and provision of essential services during an emergency as required by the *Emergency and Disaster Management Act*.

e) Prioritize the strengthening of regional fire safety through the recruitment, training and retention of qualified fire inspectors and investigators.

f) Advocate to the Office of the Fire Commissioner to ensure regional considerations are taken into account when developing provincial fire safety standards, mutual aid agreements and best practices.

g) Explore opportunities to support the development of new or existing fire departments in rural settlement centres.

h) Explore opportunities for new or enhanced mutual aid agreements with Northern Rockies Regional Municipality, Fraser-Fort George Regional District, the Municipal District of Greenview, County of Grande Prairie No. 1, Saddle Hills County, Clear Hills County and Northern Lights County in Alberta.

3. Enhance community wellbeing.

a) Support economic opportunities that attract and retain young families.

b) Encourage new housing to provide accessibility features.

c) Collaborate with PRRD member municipalities to enhance housing diversity and ensure the availability of accessible and affordable housing.

d) Work with Northern Health and PRRD member municipalities to support accessible and affordable long-term care facilities.

e) Consider working with PRRD member municipalities, non-profit housing providers, other housing and development partners and residents to develop a Regional Housing Plan.

f) Collaborate with Northern Health and community groups to coordinate and deliver more accessible and affordable services for rural and senior residents to age in place.

g) Advocate for increased provincial resources to support individuals experiencing homelessness, including increased mental health and substance use supports.

h) Coordinate with Northern Health and BC Housing to identify opportunities to expand existing mental health and substance use supports in the PRRD.

i) Advocate to the province, North Central Local Government Association and Union of BC Municipalities for action on mental health and substance use and the need for additional supports in the PRRD.

j) Support and encourage community arts, culture and heritage programs, and community events and celebrations.

Photo: Tumbler Ridge, Destination BC/Jesaja Class

5. INFRASTRUCTURE AND SERVICES

GOAL: ***Provide efficient, sustainable and cost-effective services that contribute to regional wellbeing and health.***

Well-planned infrastructure services are important to the overall health, safety and livability of communities. More dispersed settlement patterns require servicing infrastructure extensions, which are expensive to build, operate and maintain and can produce greater environmental impacts than development in existing serviced areas.

The delivery of services such as water, wastewater and sewer, and solid waste are core functions of the PRRD, as with other regional districts across the province. The PRRD provides a range of services across the region for electoral area residents and member municipalities. In general, areas closest to municipalities have access to more services, including some water and sewer services provided through neighbouring municipalities. Expanding and extending this infrastructure is often an essential component of planning for growth, as it is necessary to consider the capacity, costs and needs associated with those services.

1. Reduce solid and liquid waste.

a) Continue to implement and monitor the PRRD Regional Solid Waste Management Plan.

b) Continue to support and promote public waste reduction and education programs as outlined in the PRRD Regional Solid Waste Management Plan.

c) Identify ways to improve the recycling and composting programs for municipalities and electoral areas.

d) Explore the use of treated effluent water for industrial use where feasible and appropriate.

e) Consider establishing a development trigger (e.g., number of lots) for the creation of new community sewer systems in any new designated rural settlement centre.

f) Collaborate with PRRD member municipalities on exploring the development of more specific plans for improving rural water and sewer systems, particularly in areas near urban growth centres, which would enhance inter-municipal service efficiency.

g) Collaborate with industry to promote wastewater reuse programs to reduce water use and improve water conservation.

2. Minimize environmental impacts of PRRD infrastructure and services.

a) Support projects to improve water resource management, including water conservation and reuse, groundwater management and stormwater management.

b) Update the Subdivision and Development Servicing Bylaw to include regulations on stormwater management for new development.

c) Minimize regional infrastructure development impacts by avoiding hazard areas and environmentally sensitive areas.

d) Work with Northern Health to address water quality concerns associated with contamination and impacts from other uses, such as the oil and gas industry, Site C Dam, forestry and agriculture.

e) Consider collaborating with provincial partners (Ministry of Environment and Parks) to undertake a regional natural asset mapping and inventory to support sustainable planning, conservation, and climate resilience.

3. Improve PRRD asset management.

a) Continue to implement the Asset Management Policy and Asset Management Financial Strategy.

b) Explore undertaking a Regional Natural Hazard and Climate Risk Assessment for all PRRD-owned assets to identify potential climate change hazards and risks and outline mitigation strategies to reduce them.

c) Direct and encourage new development to serviced areas to provide more cost-effective infrastructure, facilities and services.

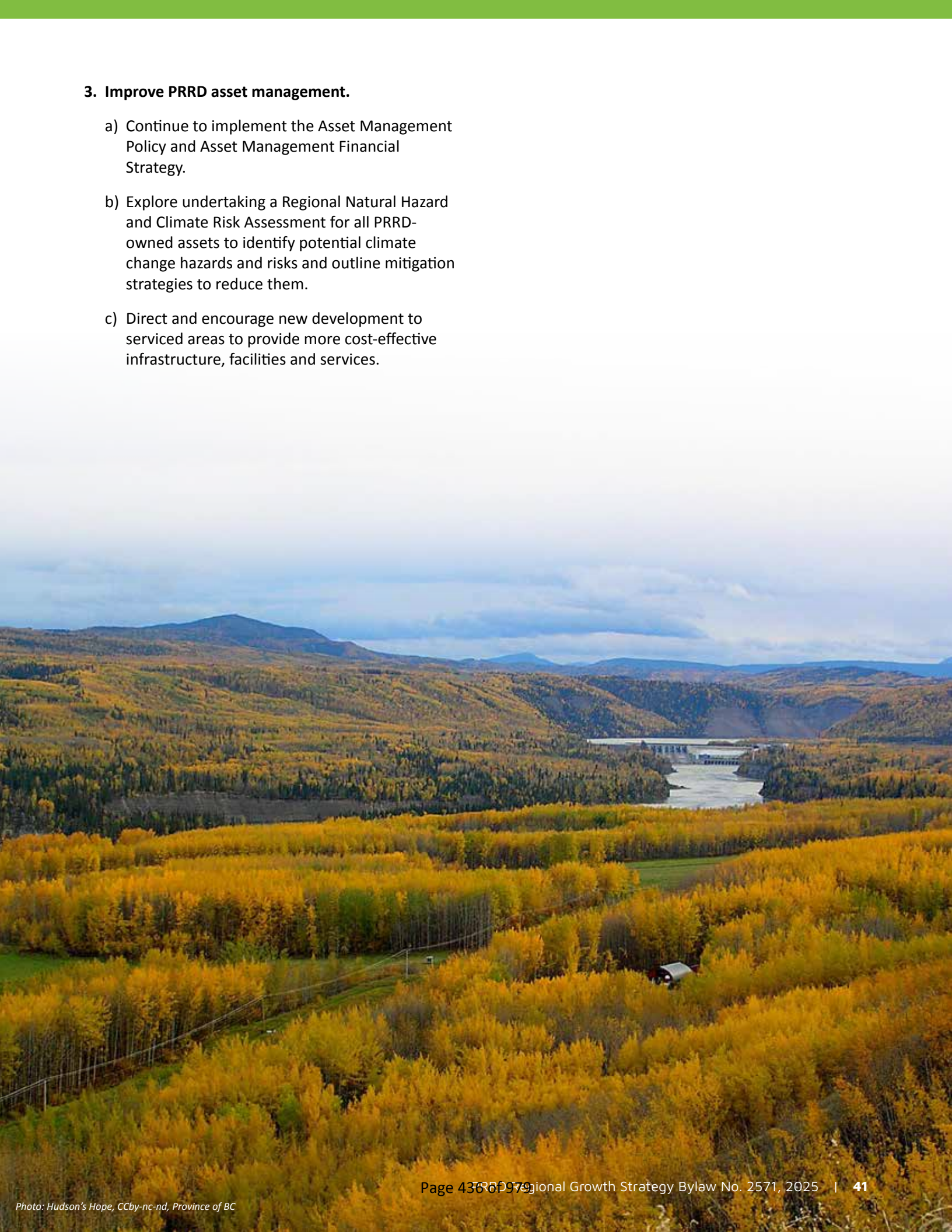
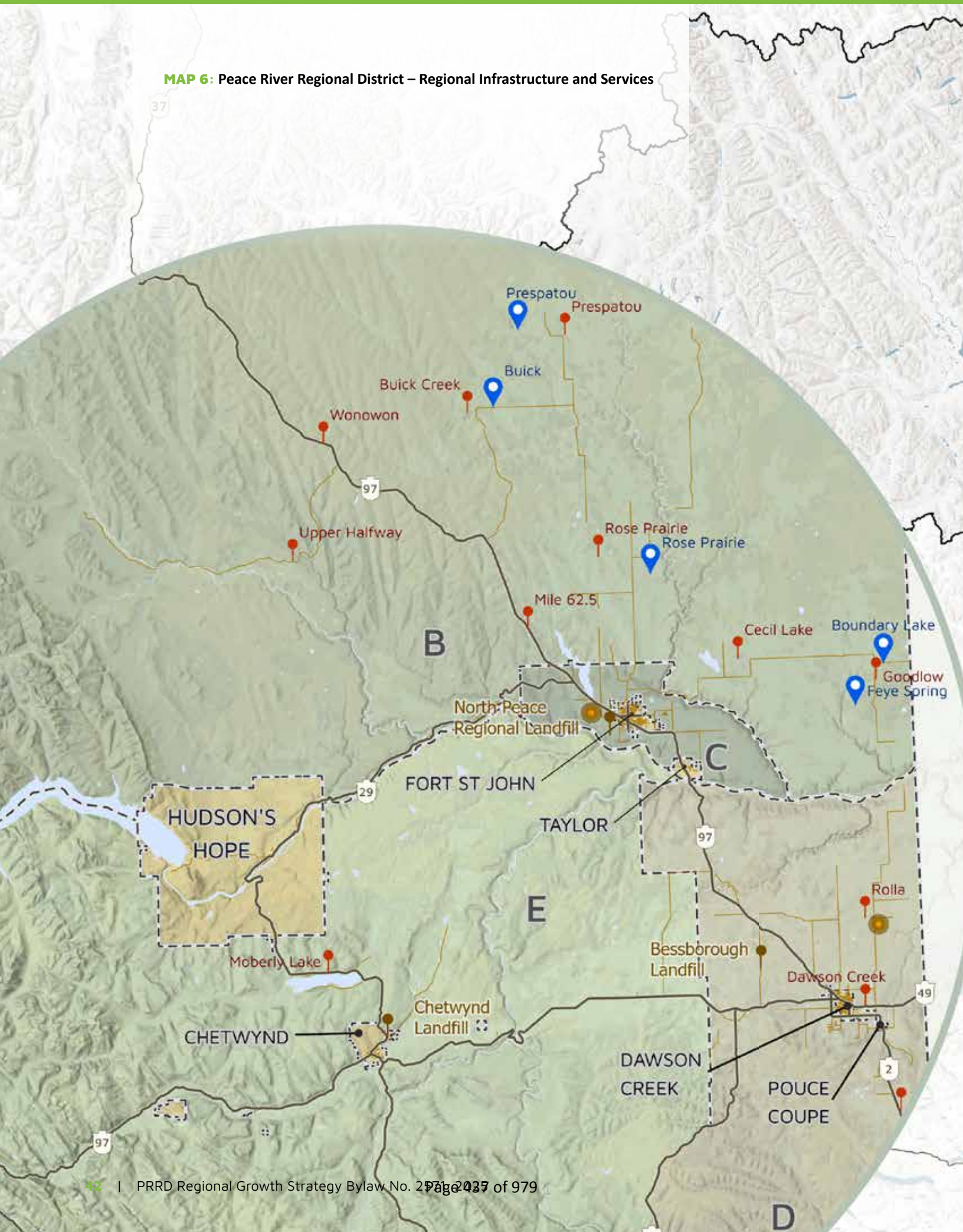
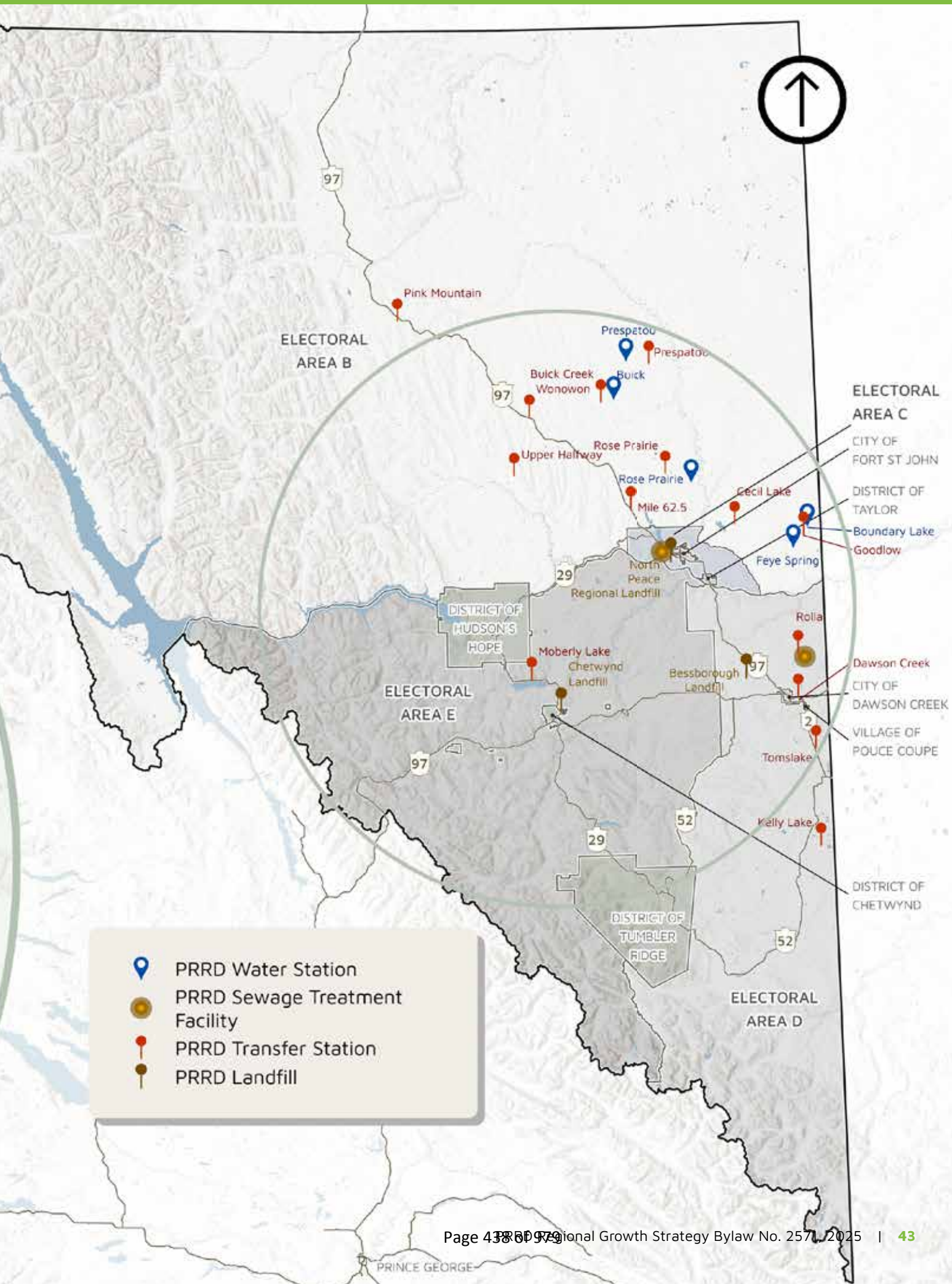


Photo: Hudson's Hope, CCby-nc-nd, Province of BC

MAP 6: **Peace River Regional District – Regional Infrastructure and Services**

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Pink Mountain
ELECTORAL AREA B
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Buick Creek
Wonowon
Buick
97
ELECTORAL AREA C
CITY OF FORT ST JOHN
Rose Prairie
Upper Halfway
Rose Prairie
Mile 62.5
Cecil Lake
DISTRICT OF TAYLOR
Boundary Lake
Goodlow
Feye Spring
North Peace Regional Landfill
29
DISTRICT OF HUDSON'S HOPE
Rolla
Moberly Lake
Chetwynd Landfill
Bessborough Landfill
97
Dawson Creek
CITY OF DAWSON CREEK
ELECTORAL AREA E
2
VILLAGE OF POUCE COUPE
Tomslake
97
52
Kelly Lake
29
DISTRICT OF CHETWYND
DISTRICT OF TUMBLER RIDGE
52
ELECTORAL AREA D
PRRD Water Station
PRRD Sewage Treatment Facility
PRRD Transfer Station
PRRD Landfill
PRINCE GEORGE

6. ECOSYSTEM HEALTH

GOAL: ***Protect the air, water and lands on which we all depend.***

The PRRD is the largest regional district in size, with a vast expanse of natural areas and host to many different types of ecosystems. The land cover includes young and old forests and many lakes, watercourses, wetlands, alpine meadows, mountain vistas, canyons and waterfalls. These valuable areas are critical as wildlife habitat, providing water supplies to our communities, and providing residents with diverse recreational opportunities across the seasons.

There are 49 provincial parks, protected areas and ecological reserves located within the PRRD, encompassing approximately ten percent of the total land area for the region. The sizes range from over 130,000 hectares (Kwadacha Wilderness Provincial Park) to less than three hectares (Taylor Landing Provincial Park).

1. Support regional environmental stewardship.

a) Conserve and protect the region's natural resources for the benefit of existing and future generations.

b) Work with environmental partners on continued coordination of conservation and stewardship initiatives.

c) Work with PRRD member municipalities, First Nations and other partners to conserve, protect and steward watersheds, wetlands, riparian areas and open spaces.

d) Promote local stewardship and develop options for increased community engagement and involvement in community-led conservation initiatives.

e) Develop policies to protect the natural environment, including updated development permit areas in PRRD OCPs to protect sensitive ecosystems.

f) Collaborate with provincial agencies, member municipalities, First Nations, Northern Health and residents to explore the development of watershed management plans across the PRRD, incorporating a health lens to protect drinking water quality and community well-being.

g) Encourage best environmental management practices on farms.

2. Promote and enhance water conservation and sustainability.

a) Protect and enhance the quality and quantity of the water in the region's lakes, rivers, streams, and groundwater sources.

b) Promote conservation and sustainability of watershed ecosystems, wetlands and riparian areas.

c) Work with PRRD member municipalities, First Nations and other partners to maintain environmental flows that support ecological functions and groundwater recharge.

d) Support the provision of adequate water resources for the agriculture sector.

e) Address and improve permitting and management of water dugouts on agricultural properties.

f) Collaborate with Northern Health to investigate and establish guidelines for new development that support incorporating non-potable water systems, such as purple pipe infrastructure, as an optional feature to enhance water sustainability.

g) Encourage and support practices for more efficient and sustainable industrial water use, particularly for fracking.

h) Ensure the updated PRRD Official Community Plans include lakeshore development guidelines that are consistent with relevant provincial regulations and guidelines (e.g., septic setbacks).

3. Expand and improve the regional park system.

a) Work with PRRD member municipalities, First Nations and other partners to review and update the PRRD Regional Parks and Trails Master Plan.

b) Work with PRRD member municipalities, First Nations and other partners to identify potential future regional park sites and trail network opportunities.

c) Develop a clear parkland classification system and establish transparent service levels for each classification.

d) Consider linking parkland acquisition to regional biodiversity stewardship.

e) Develop a PRRD parkland acquisition policy that is better aligned with parkland acquisition requirements in the LGA and to help ensure future park acquisitions are sustainable and adequately resourced.

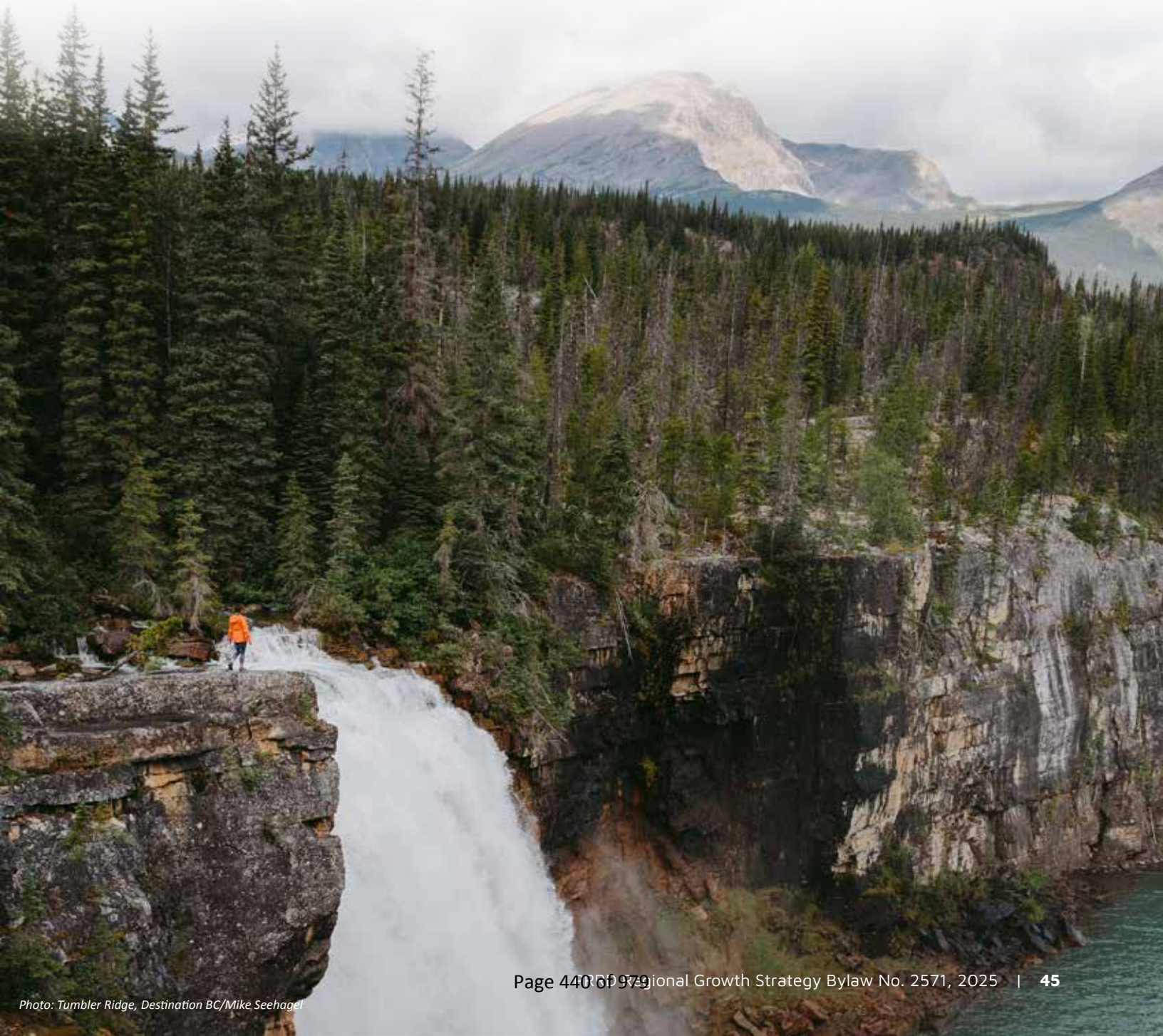
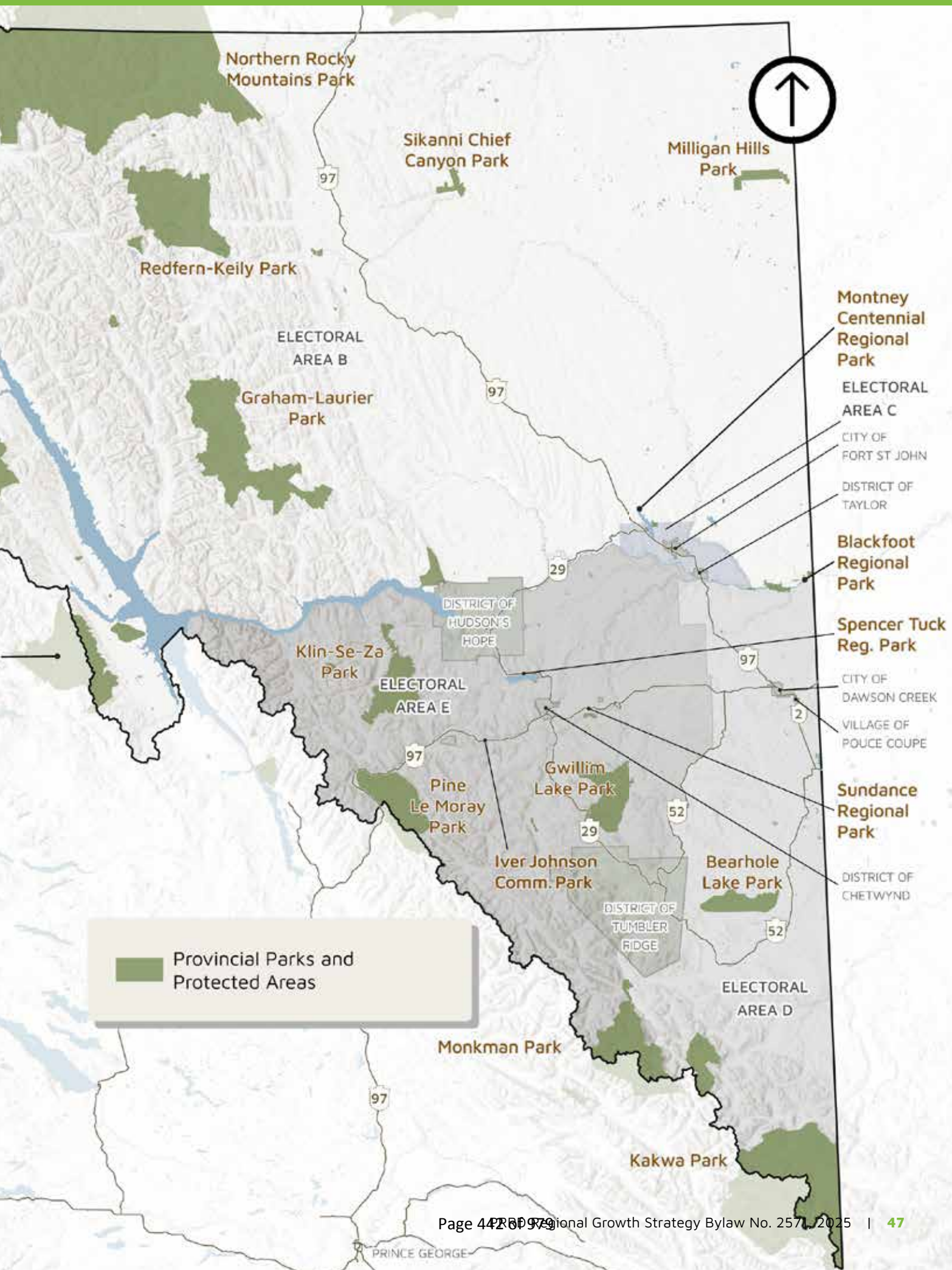


Photo: Tumbler Ridge, Destination BC/Mike Seehagel

MAP 7: **Peace River Regional District – Parks and Protected Areas**


Northern Rocky Mountains Park
Sikanni Chief Canyon Park
Milligan Hills Park
Redfern-Keily Park
Montney Centennial Regional Park
ELECTORAL AREA B
ELECTORAL AREA C
CITY OF FORT ST JOHN
DISTRICT OF TAYLOR
Graham-Laurier Park
Blackfoot Regional Park
DISTRICT OF HUDSON'S HOPE
Spencer Tuck Reg. Park
Klin-Se-Za Park
ELECTORAL AREA E
CITY OF DAWSON CREEK
VILLAGE OF POUCE COUPE
Gwillim Lake Park
Pine Le Moray Park
Sundance Regional Park
Iver Johnson Comm. Park
Bearhole Lake Park
DISTRICT OF CHETWYND
DISTRICT OF TUMBLER RIDGE
Provincial Parks and Protected Areas
ELECTORAL AREA D
Monkman Park
Kakwa Park
PRINCE GEORGE
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52
2

Photo: BC Hydro

7. TRANSPORTATION AND MOBILITY

GOAL: ***Collaborate with partners to provide an accessible, safe and efficient transportation system for people and goods.***

PRRD residents depend on a municipal and provincial transportation network for work, recreation and day-to-day travel, and the regional economy depends on the network for safe and efficient goods movement. While most residents rely on private vehicles to move around the region, the City of Fort St. John and BC Transit operate a local bus system.

Except for roads within municipal boundaries, the road network in the region is under the jurisdiction of the province and the Ministry of Transportation and Transit.

1. **Improve transportation networks, infrastructure and capacity in the PRRD.**

   a) Work with the Ministry of Transportation and Transit and PRRD member municipalities to ensure transportation infrastructure supports the economic functions of the PRRD.

   b) Explore the creation of a Regional Transportation Plan with member municipalities, residents, businesses, First Nations and the Ministry of Transportation and Transit.

   c) Work with the Ministry of Transportation and Transit to identify and prioritize road network improvements.

   d) Work with the Ministry of Transportation and Transit to improve the maintenance and safety of important industrial and agricultural transportation connections in the region.

   e) Advocate for and support improved rail service to support the resource and agricultural sectors.

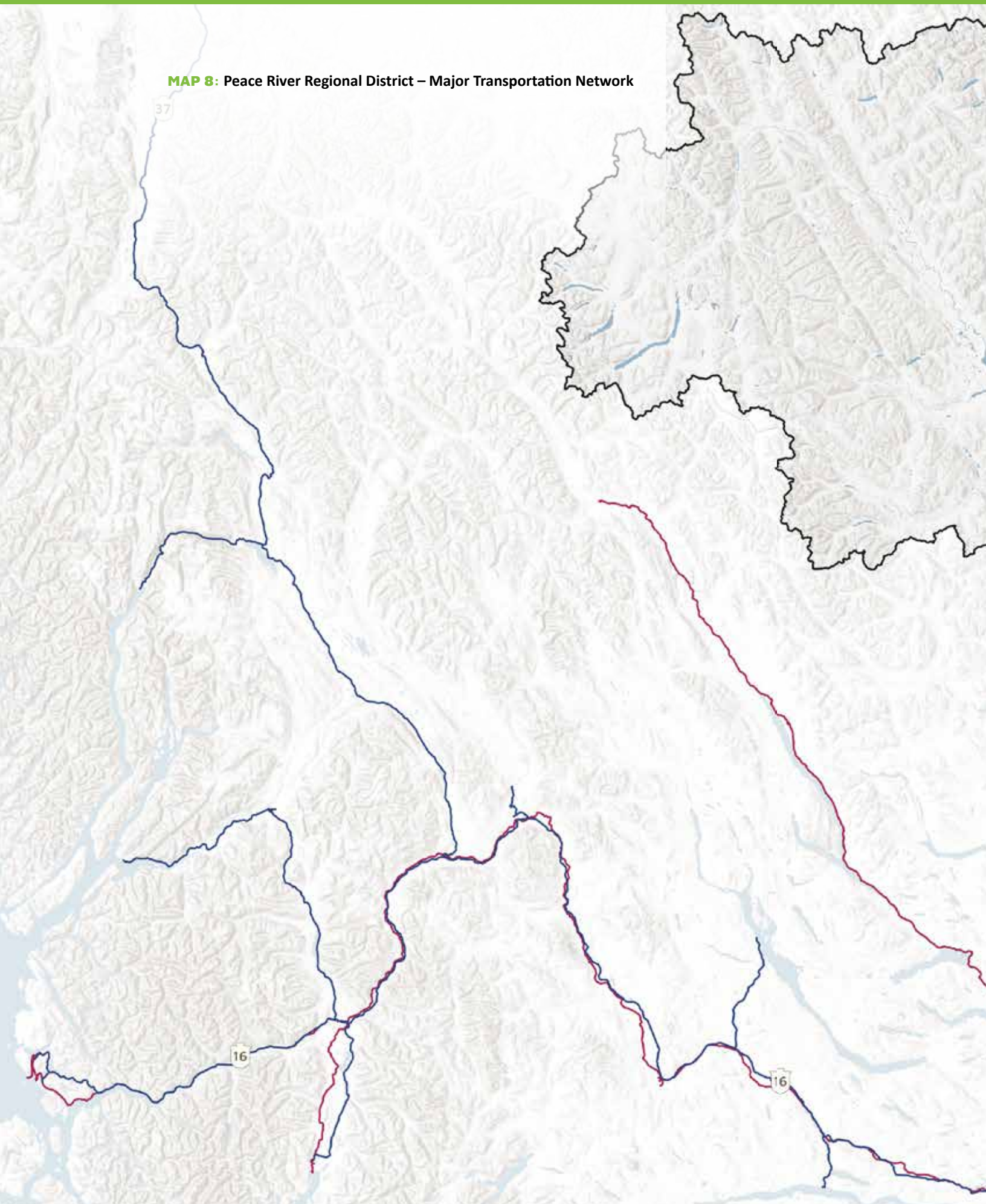
2. **Expand safe, accessible, efficient transit, cycling and walking where practical.**

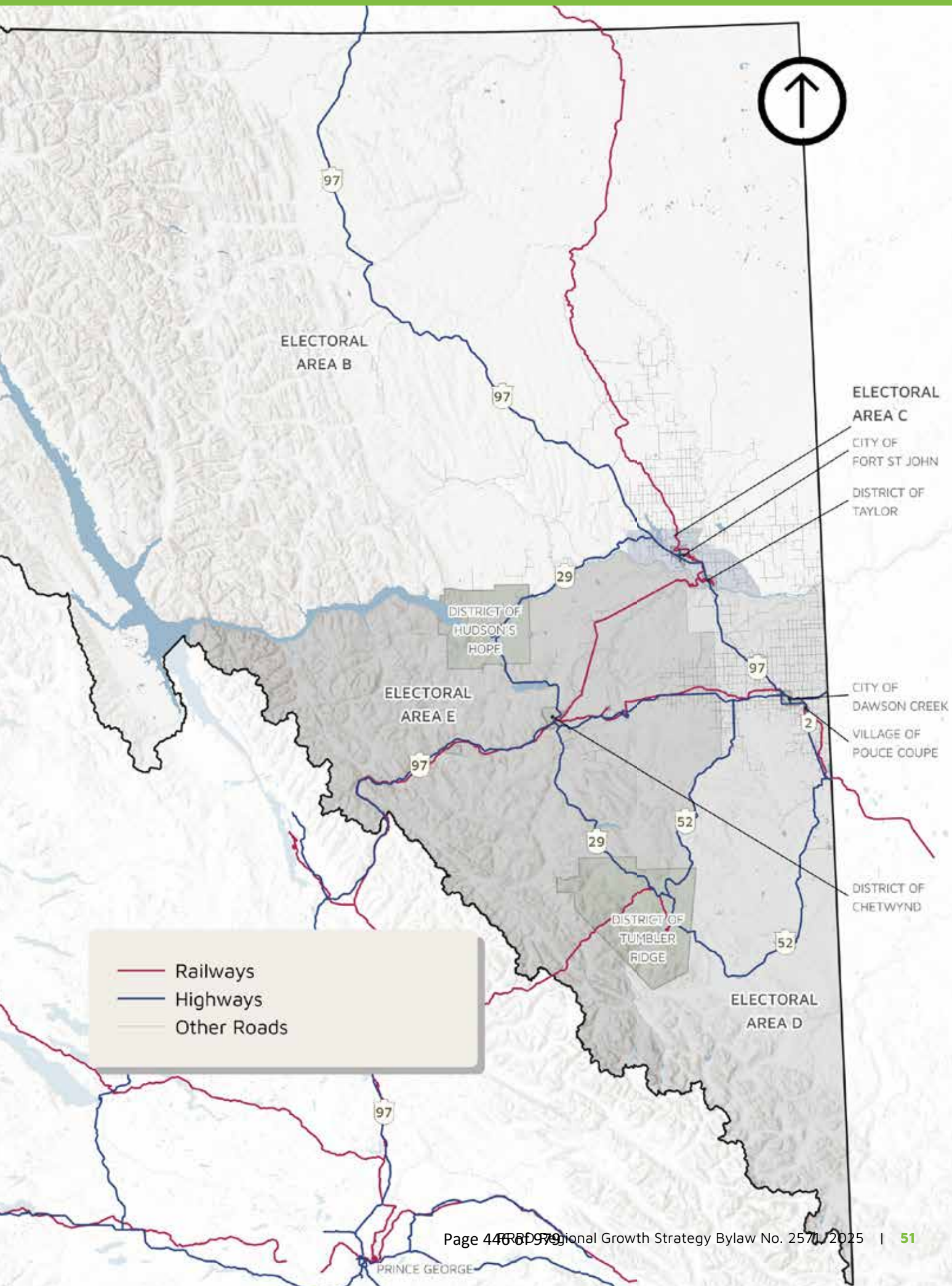
   a) Work with BC Transit, Ministry of Transportation and Transit and PRRD member municipalities to explore the expansion of public transportation in the area, including a potential regional connection between Fort St. John and Dawson Creek.

   b) Support the creation of compact, walkable neighbourhoods in urban communities with pedestrian and cycling connections and linkages.

   c) Support the creation of traffic-separated walking and cycling paths in rural settlement areas, particularly around schools and other community facilities.

MAP 8: **Peace River Regional District – Major Transportation Network**

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ELECTORAL
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CITY OF
FORT ST JOHN
DISTRICT OF
TAYLOR
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DISTRICT OF
HUDSON'S
HOPE
97
ELECTORAL
AREA E
CITY OF
DAWSON CREEK
2
VILLAGE OF
POUCE COUPE
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DISTRICT OF
CHETWYND
DISTRICT OF
TUMBLER
RIDGE
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ELECTORAL
AREA D
Railways
Highways
Other Roads
97
PRINCE GEORGE

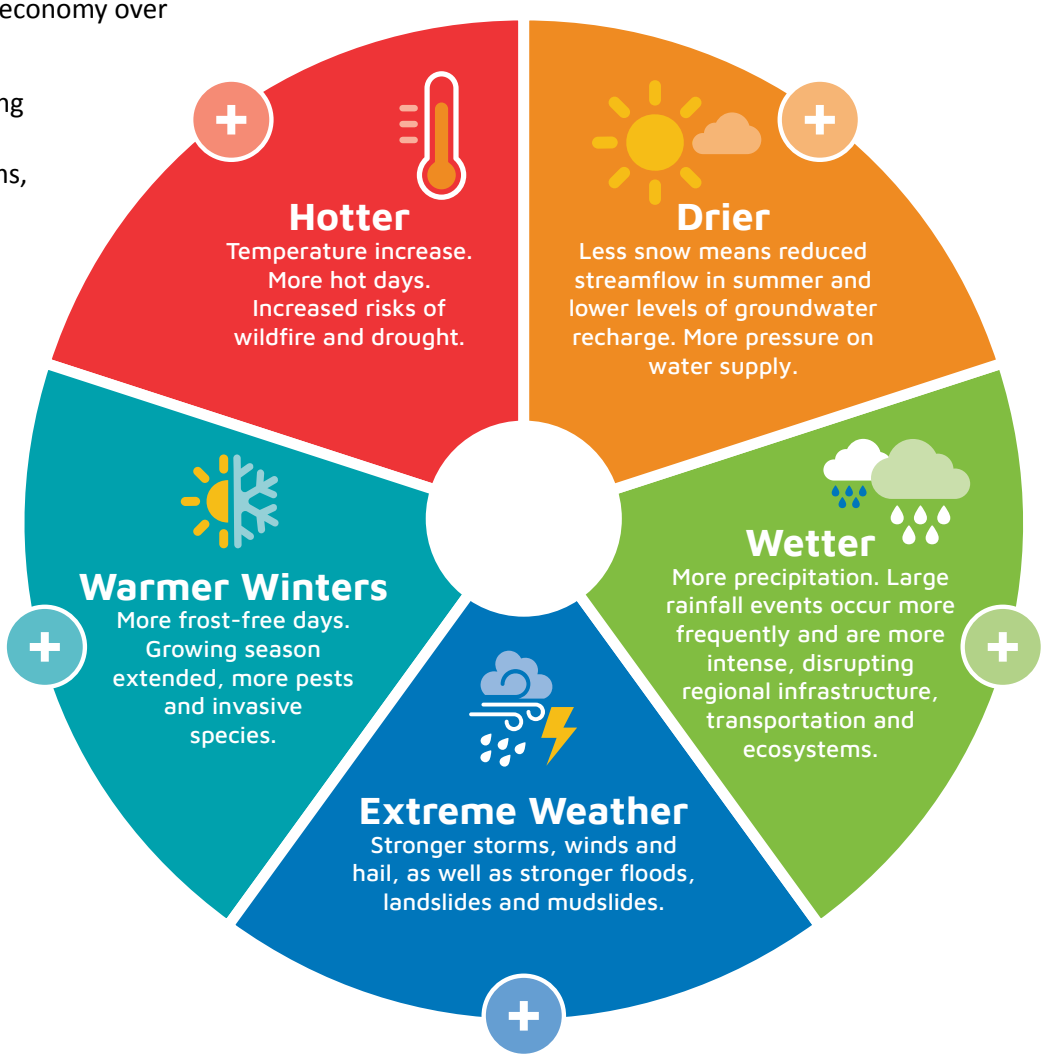
8. CLIMATE RESILIENCE

GOAL: ***Adapt and ensure the PRRD is prepared for a changing climate.***

As with the rest of the world, the climate in the PRRD is changing due to global heating. The effects of this warming have already been experienced and will continue to impact the entire region, our communities and our regional economy over the coming years.

The PRRD has been experiencing a changing climate with more extreme weather events, storms, flooding, heat and drought. These changes drive other hazards, including increased wildfire activity, notably the 2023 Donnie Creek fire, which became the largest in BC's history. The 619,000-hectare fire burned through the winter of 2023 into the summer of 2024.

FIGURE 13: Summary of projected regional climate impacts



1. **Support climate resilience programs and initiatives in the PRRD.**

   a) Support implementation of the Regional Climate Resiliency Strategy.

   b) Work with PRRD member municipalities, Northern Health, the Province, First Nations in the PRRD and others on regional climate adaptation initiatives, including green infrastructure programs, floodplain management and resilient regional water and wastewater infrastructure.

   c) Work with PRRD member municipalities, Northern Health, the province, First Nations in the PRRD and others to raise awareness of climate impacts on health and wellbeing.

   d) Advocate for provincial support to carry out a regional project that builds on outputs of the 2024 PRRD Geohazards Workshop to improve understanding of the existing vulnerabilities and reduce the risk of disasters over the longer term[3].

   e) Support ongoing public engagement and awareness of climate hazards in the PRRD and what the PRRD and member municipalities are doing to address current and likely future climate change impacts.

   f) Support municipal members (Fort St. John, Dawson Creek, Tumbler Ridge, Chetwynd) in implementing actions from climate change vulnerability assessments completed through the Northeast Climate Resilience Network.

   g) Develop PRRD staff and technical capacity to measure and report community-wide emissions data.

   h) Support member municipalities with provincial requirements for minimum provincial Step Code targets.

2. **Support improved regional emergency response for climate-related events.**

   a) Work with member municipalities, regional First Nations and other partners on developing a permanent space for emergency operations in the region[4].

   b) Work with member municipalities, regional First Nations and other partners to identify and secure the necessary resources (human resources, staffing, equipment) for effective emergency response and create protocols for future events.

   c) Encourage local government staff across the region to complete emergency management training.

   d) Consider developing a PRRD emergency/hazard response plan that incorporates knowledge and experience gained by local emergency personnel and residents in recent emergencies.

3 In November 2023, the Regional District of Fraser-Fort George received $1 million for a similar project.

4 As recommended in a 2023 wildfire response report.

9. REGIONAL COLLABORATION

GOAL: ***Coordinate and collaborate with residents, PRRD member municipalities, rural communities, other levels of government and First Nations to achieve shared goals and address common issues.***

Ongoing coordination, collaboration and communication with PRRD member municipalities, rural communities, other levels of government and First Nations are critical to RGS implementation and more effective region-wide planning. This includes Working together on shared issues and challenges will improve outcomes at a regional level.

As identified in the 2023-2026 Board Strategic Plan, the PRRD will strive to meet the following commitments to fulfill our obligations and responsibilities as a regional government:

- **Communicate and engage** with our residents and stakeholders.
- **Collaborate and cooperate** with our partners.
- **Be consistent** in the application of our policies and decisions.

Furthermore, collaboration and cooperation with First Nations was specifically identified as a strategic focus area in the 2023-2026 Strategic Plan, including pursuing opportunities for partnerships and governance participation.

The PRRD is situated on the traditional territory of the Dane-zaa (Beaver), signatories of Treaty 8, and the Métis Nation BC Region 7. There are nine First Nations communities within the PRRD. They include Doig River First Nation, Blueberry River First Nation, Halfway River First Nation, West Moberly First Nation, McLeod Lake Indian Band, Saulteau First Nation, Tsay Keh Dene Nation, Kwadacha Nation and Kelly Lake Cree Nation.

First Nations in the PRRD are continuing to expand their land management authorities, capacities and opportunities. Some First Nations are also expanding their land through the B.C. Treaty process or have purchased properties intending to add these newly acquired lands to their reserve lands. While these Nations are not represented on the PRRD Board, the regional district values the significant contributions of Indigenous peoples who have lived and worked on the land for time immemorial.

The PRRD also follows a cultural safety mission statement that is based on the concept of cultural safety and seeks to understand other cultures and worldviews to enhance inclusion, trust and relationships.

1. Enhance regional-local government partnerships.

a) Facilitate dialogue between electoral areas, PRRD member municipalities and other organizations for cost sharing, delivery of services, capacity building and development.

b) Continue to foster dialogue between communities around shared goals while recognizing and supporting unique community goals.

c) Advocate to ensure that when the province transfers responsibilities to local governments that the transfers are matched with adequate resources for local governments to manage the additional responsibility.

d) Encourage the development of a formalized framework to support smaller PRRD member municipalities in joint planning efforts, particularly for shared infrastructure and services.

2. **Continue relationship-building with regional First Nations and Métis.**

   a) Develop protocol agreements with First Nations and Métis communities in the PRRD regarding service delivery, joint services and joint capacity-building initiatives.

   b) Support the development of a cultural awareness program for the PRRD and PRRD member municipalities.

   c) Further PRRD relationships with First Nations in the PRRD and pursue opportunities for partnerships and governance participation.

3. **Facilitate public participation and engagement in PRRD projects and governance.**

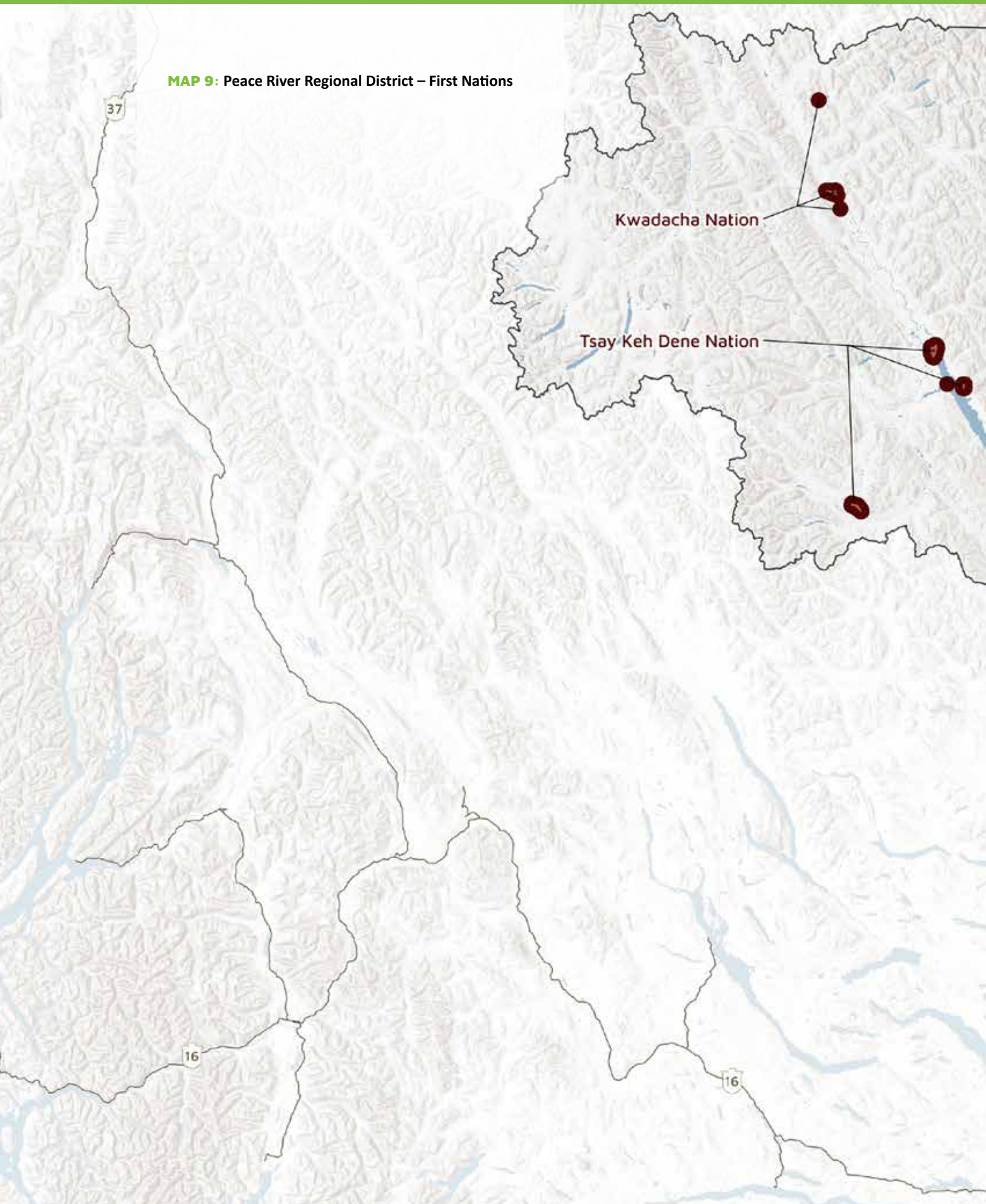
   a) Facilitate community engagement by providing enhanced public information on local governance, including opportunities for involvement on committees and community planning meetings and events.

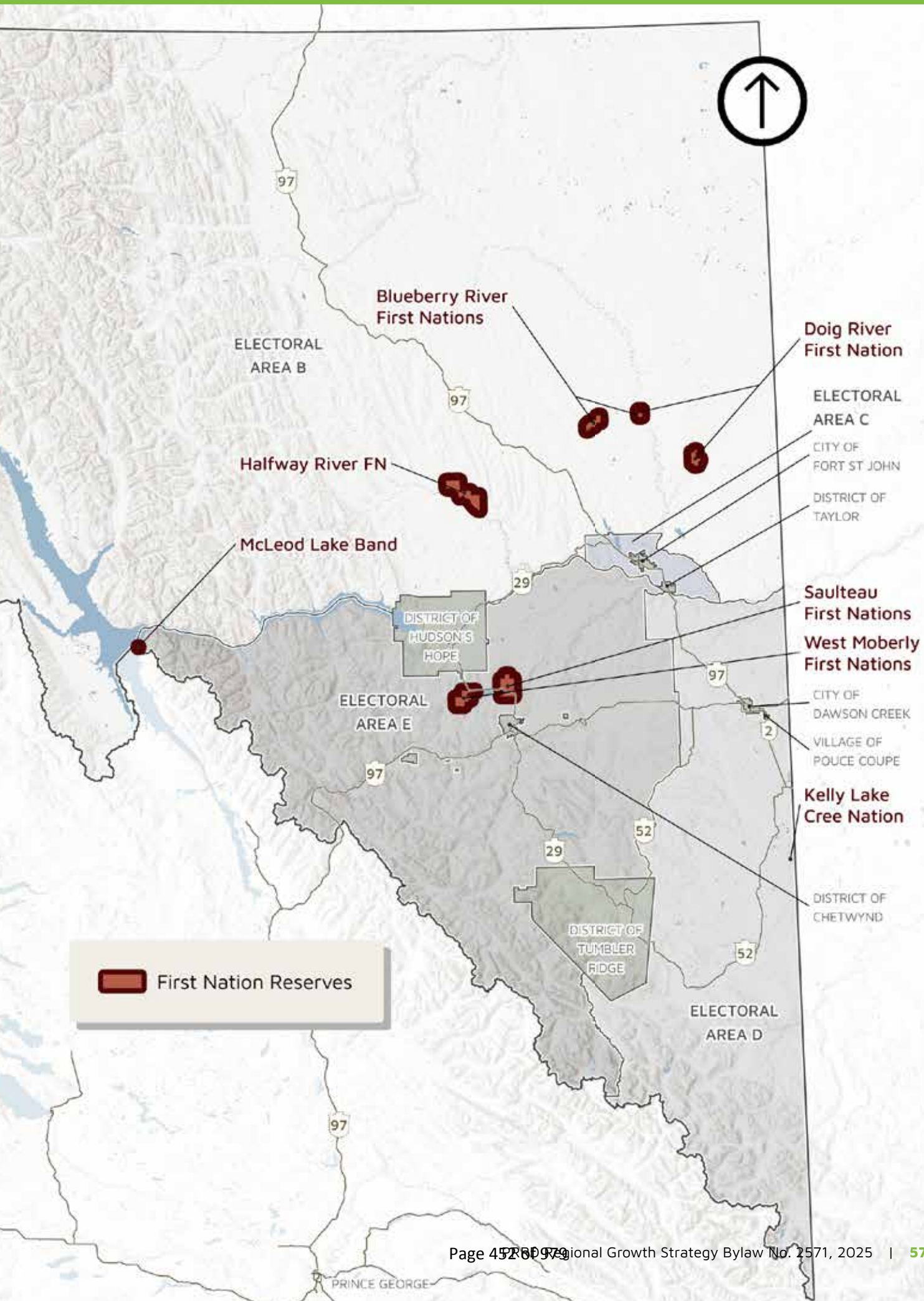
   b) Continue to enhance regional governance transparency and accessibility.

   c) Measure progress toward achieving RGS goals and implementation of policies through an annual report on RGS indicators and a more comprehensive five-year evaluation.

Photo: Blueberry River First Nations, https://blueberryfn.com/

MAP 9: **Peace River Regional District – First Nations**




Blueberry River First Nations
Doig River First Nation
ELECTORAL AREA B
ELECTORAL AREA C
CITY OF FORT ST JOHN
DISTRICT OF TAYLOR
Halfway River FN
McLeod Lake Band
Saulteau First Nations
West Moberly First Nations
DISTRICT OF HUDSON'S HOPE
ELECTORAL AREA E
CITY OF DAWSON CREEK
VILLAGE OF POUCE COUPE
Kelly Lake Cree Nation
DISTRICT OF CHETWYND
DISTRICT OF TUMBLER RIDGE
ELECTORAL AREA D
PRINCE GEORGE
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2
First Nation Reserves

Implementation, Monitoring and Amendments

Regional Context Statements

A regional context statement identifies the relationship between this RGS and PRRD municipal OCPs. Section 447 of the *Local Government Act* (LGA) outlines the procedure and requirements to ensure consistency between an RGS and a municipal OCP.

Each PRRD member municipality is required to prepare an updated OCP with a regional context Statement within two years of PRRD's RGS adoption. PRRD electoral area (Fringe Area) OCPs may also include a regional context statement, but the LGA does not require it.

In accordance with Section 448(1) of the LGA, PRRD member municipalities must submit their regional context Statements to the PRRD board for review. Regional context statements must also be reviewed every five years.

Regional context statements must clearly outline the relationship between the municipal OCP and the PRRD RGS, as specified and how the OCP will be aligned with the PRRD RGS over time, if necessary.

How this information is conveyed is up to the discretion of PRRD member municipalities. The scope and detail may vary across municipal OCPs in the PRRD.

Photo: Fort St. John, DestinationBC/AndrewStrain

Implementation

The RGS identified eleven actions (plans, programs, activities) to consider undertaking over the shorter-term (one to five years) and longer-term (five to 10+ years). These potential implementation actions include:

- PRRD Subdivision and Development Servicing Bylaw Update
- Updated Development Permit Areas - Lakeshore Development
- PRRD Parkland Acquisition Policy
- Rural Settlement Centre Study
- PRRD Regional Natural Hazard and Climate Assessment
- PRRD Regional Parks and Trails Master Plan Update
- PRRD Regional Employment Lands Strategy
- PRRD Regional Housing Plan
- PRRD Regional Transportation Plan
- PRRD Regional Agriculture Strategy
- PRRD Regional Economic Development Strategy

A separate, internal implementation framework has been developed to support the alignment of the RGS with other long-range plans and strategic initiatives across the PRRD, including member municipal plans and strategies. The Coordinated Implementation Framework summarizes RGS actions implementation, including timing and phasing, responsibilities and key planning considerations.

Photo: Fort St. John, Northern BC Tourism/Marty Clemens

Monitoring

Section 452 of the *Local Government Act* requires a regional district to measure its progress on their RGS through a monitoring and evaluation program. Performance indicators selected for the RGS will allow the PRRD to monitor its implementation and progress towards the vision articulated by the community.

A set of indicators was developed as part of the RGS based on the nine RGS goal areas. Data for all the indicators are available freely from trusted sources (including internal regional district processes) and with data refresh cycles of at least every two years. To maximize their effectiveness, the selected indicators were reviewed based on the following criteria:

- **Relevant:** Is the indicator clear and easily understood by a wide audience without requiring specialized knowledge?
- **Comprehensive:** Does the indicator offer a well-rounded view of various aspects of the target policy goal?
- **Verifiable:** Is the indicator derived from established methods, with accessible and checkable data?
- **Timely:** Is the data updated regularly, enabling the detection of changes over time?
- **Data-driven:** Is the data being used of the highest quality and directly related to the parameter being measured?

The indicators will be used as regular reporting on progress towards RGS goals. A state of the region 'Snapshot' will be prepared annually to communicate trends and findings on regional progress towards the nine Policy Goals.

With the monitoring program, the PRRD and its member municipalities will have added insight into what is working and where improvements can be made, allowing them to update RGS actions and policies accordingly.

FIGURE 14: RGS Indicators and Measures

Policy Area/Goal	Indicator	Measure and Rationale	Data Source
Context	Population growth	Total and % change in annual population estimates / projections.	• BC Stats (Annual Population Estimates)
1. Community Building	Housing Starts	Total number and type of dwelling units beginning construction each year in the PRRD, with a focus on multi-family starts. Helps identify shorter-term development trends. Can be supplemented by 5-year Housing Needs Reports.	• BC Housing (Monthly New Homes Registry Reports)
2. Economic Strength and Resiliency	Unemployment Rate	Tracks annual employment rate as a % of the total labour force. Helps understand how PRRD employment strength tracks in relation to provincial averages.	• BC Labour Force Survey & Work BC Labour Market Statistics (3-month moving average)
3. Agriculture and Food	Total change to ALR area (ha)	Tracks land that has been added or removed from the Agricultural Land Reserve (ALR) annually.	• Agricultural Land Commission (ALC) mapping (annual)
	Regional Drought Conditions	Regional drought conditions are determined by measuring externally tracked indices to better understand regional wildfire risk and water security. • Also applicable under *Goal 6: Ecosystem Health,* and *Goal 8: Climate Resilience*	• BC Drought Portal (provided weekly during core drought season May through October)
4. Living Well	Community safety	Annual offence counts (criminal code, violent, property).	• Regional District Crime Trends (annual) (RCMP – Detachment Level)
	Physicians per capita	Number of physicians and nurse practitioners per 1,000 people.	• Canadian Institute for Health Information - Scott's Medical Database metadata • Northern Health
	Particulate Matter	Average particulate matter concentration (PM2.5) across all Provincial Air Quality Stations located within the PRRD. • Also applicable under *Goal 8: Climate Resilience*	• BC Ministry of Environment: Multi Station Report
5. Transportation and Mobility	Road Safety	Vehicle accidents. • Tracked as a proxy for general road safety and maintenance.	• ICBC Reported Crashes (North Central - Crash Count)

Policy Area/Goal	Indicator	Measure and Rationale	Data Source
6. Ecosystem Health	Regional Drought Conditions	Regional drought conditions are determined by measuring externally tracked indices to better understand regional wildfire risk and water security. • Also applicable under *Goal 3: Agriculture and Food*, and *Goal 8: Climate Resilience*	• BC Drought Portal (provided weekly during core drought season May through October)
	Area protected as a provincial park or conservation area	Total land protected as provincial park or designated conservation area.	• BC NGO Conservation Areas Database Technical Working Group (Annual BC Conservation Areas Summary Reports)
7. Infrastructure and Services	Waste Diversion Rates	Average tons of waste diverted from PRRD landfills. • Understanding changes in diversion rates can assist in gauging the success of waste reduction programs.	• PRRD (Regional Solid Waste Management Plan Tracking)
8. Climate Resilience	Particulate Matter	Average particulate matter concentration (PM2.5) across all Provincial Air Quality Stations located within the PRRD. • Also applicable under *Goal 4: Living Well*	• BC Ministry of Environment: Multi Station Report
	Regional Drought Conditions	Regional drought conditions are determined by measuring externally tracked indices to better understand regional wildfire risk and water security. • Also applicable under *Goal 3: Agriculture and Food,* and *Goal 6: Ecosystem Health*	• BC Drought Portal (provided weekly during core drought season May through October)
	Completed Regional Risk Assessments	Helps track emergency preparedness through completion of work under the new provincial *Emergency and Disaster Management Act* (Regional risk assessments, enhanced emergency management plans, PRRD business continuity plan).	• Peace River Regional District (internal) & member municipalities
9. Regional Collaboration	Measure of Activity	Number of service agreements, protocol agreements, or other joint planning activities between First Nations in the PRRD and/or the PRRD and member municipalities.	• PRRD and member municipalities
	Measure of Activity	Number of joint planning activities between PRRD and member municipalities, including RGS implementation actions.	• PRRD

Amendments

There are two types of amendments to an RGS: minor and major. Both must follow the process set out in Part 13 (Division 3) of the *Local Government Act*.

MINOR AMENDMENTS

Recognizing that the RGS requires some flexibility to respond to changing conditions in the PRRD, the minor amendment process provides a process for minor changes while ensuring that amendments which substantially change the vision and direction of the strategy remain subject to acceptance by all affected local governments.

The *Local Government Act* enables minor amendments pursuant to section 437 (3) in accordance with the following:

- The board must give notice, including notice that the proposed amendment may be determined to be a minor amendment and the date, time and place of the board meeting at which the amending bylaw is to be considered for first reading, to each affected local government at least 30 days before the meeting.
- Before first reading of the amending bylaw, the board must allow an affected local government that is not represented on the board an opportunity to make representations to the board.
- If, at first reading, the amending bylaw receives an affirmative vote of all board members attending the meeting, the bylaw may be adopted in accordance with the procedures that apply to the adoption of a regional growth strategy bylaw under Division 3 *[Voting and Voting Rights]* of Part 6 *[Regional Districts: Governance and Procedures]* and the board's procedure bylaw.
- If, at first reading, the amending bylaw does not receive an affirmative vote of all board members attending the meeting, the bylaw may be adopted only in accordance with the procedure established by section 436 *[acceptance by affected local governments required].*

Criteria under which a proposed amendment to the RGS may be considered a minor amendment include the following:

- Where a land use or development proposal is inconsistent with the Regional Growth Strategy and, in the opinion of the PRRD Board:
  - Is not to be of regional significance in terms of scale, impacts or precedence; and
  - Contributes to achieving the goals and objectives set out in the policies section of this RGS.
- Text and map amendments that are not directly related to enabling specific proposed developments may be considered minor if, in the opinion of the Board, the amendment is not of regional significance.
- Any proposal that does not meet the criteria set out above would be considered a major amendment and will be required to follow the regular process as outlined in the *Local Government Act*, Part 13.

MAJOR AMENDMENTS

A major amendment to the RGS is required when proposals substantially change the vision and direction of the original RGS. Major amendment approvals are subject to the acceptance of all affected local governments.

PEACE RIVER REGIONAL DISTRICT

RESIDENTIAL FARM USE INDUSTRY RECREATION

Notice of Public Hearing

Regional Growth Strategy Bylaw No. 2571, 2025

When:
April 10, 2025 | 10:00am

Where:
PRRD Office

1981 Alaska Ave.,
Dawson Creek, BC

For More Information or to Submit Comments:

Contact:
Development Services

250-784-3200

Toll Free:
1-800-670-7773

Email:
planning@prrd.bc.ca

View the RGS at:

www.prrd.bc.ca

Peace River Regional District Official Page

@prrdistrict

Regional Growth Strategy

The Peace River Regional District is hosting a meeting to discuss the proposed Regional Growth Strategy.

Proposal:

The Regional Growth Strategy is a long-range, high-level plan that will help us better understand and prepare for the potential changes we can expect over the next 20 years with a growing population, new service demands, the regional economy and a changing climate.

Written comments or concerns accepted until 4:00 pm April 9, 2025. Documents may be viewed Monday-Friday, 8:30 am - 4:30 pm at 1981 Alaska Avenue Dawson Creek, BC V1G 4H8.

PEACE RIVER REGIONAL DISTRICT

PUBLIC HEARING
MINUTES

Proposed Regional Growth Strategy Bylaw No. 2571, 2025

April 10, 2025, 10:00 a.m.
1981 Alaska Avenue, Dawson Creek, BC

Directors Present:	Chair Hiebert, Electoral Area D Vice-Chair Dober, City of Dawson Creek Director Courtoreille, District of Chetwynd Director Hansen, City of Fort St. John Director Graham, Electoral Area B Director Krakowka, District of Tumbler Ridge Director Quibell, District of Hudson's Hope (via Zoom) Director Rose, Electoral Area E Director Sperling, Electoral Area C Director Taillefer, District of Taylor Director Veach, Village of Pouce Coupe Director Zabinsky, City of Fort St. John
Staff Present:	Shawn Dahlen, Chief Administrative Officer Roxanne Shepherd, Chief Financial Officer Tyra Henderson, Corporate Officer Joanne Caldecott, Deputy Corporate Officer Ashley Murphey, General Manager Development Services Kari Bondaroff, General Manager Environmental Services Kevin Clarkson, General Manager Community Services Daris Gillis, Environmental Services Manager Gerritt Lacey, Solid Waste Services Manager Bryna Casey, Community Services Manager Annette Andrews, Communications Manager Trevor Ouellette, IT Manager Olivia Lundahl, Electoral Area Officer Ranush Ratnasekera, Communications Coordinator Carmen Willms, Legislative Services Clerk/Recorder

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1. CALL TO ORDER

The Chair called the meeting to order at 10:00 a.m.

2. STATEMENT OF PUBLIC HEARING

The Chair stated the procedural rules in place to govern the conduct of the Public Hearing as written in the agenda.

3. INTRODUCTION TO PROPOSAL

Staff summarized the proposal to the public.

4. SUMMARY OF APPLICATION PROCEDURE

Staff provided a summary of the application procedures and timeline as outlined in the agenda for those in attendance at the hearing.

5. COMMENTS FROM AGENCIES & MUNICIPALITIES RECEIVED

No comments from agencies or municipalities were received.

6. WRITTEN COMMENTS RECEIVED FROM THE PUBLIC

Staff read aloud the written comments received to date. All written comments received were in favour of the proposal.

7. COMMENTS FROM THE APPLICANT

The applicant commented that the Regional Growth Strategy Bylaw would be referred to all member municipalities, adjacent regional districts and the Ministry of Municipal Affairs and Housing for formal review and comment.

8. COMMENTS FROM THE PUBLIC

Director Rose commented that Electoral Area Directors should have the same opportunity as the member municipalities to provide comments to the Regional Growth Strategy Bylaw.

Director Sperling commented, asking why adjacent regional districts would need to be included in the referral for review and comment.

Staff replied that legislation required member municipalities to provide formal resolution either in support or opposed to the Regional Growth Strategy Bylaw. She noted that the legislation also specified that the Regional Growth Strategy Bylaw be referred to adjacent regional districts.

9. FINAL COMMENTS FROM THE APPLICANT

Staff noted that if full support for the Regional Growth Strategy Bylaw was received, the adoption of the bylaw was anticipated to occur on June 19, 2025.

10. TERMINATION OF PUBLIC HEARING

The Chair terminated the Public Hearing at 10:06 a.m.

CERTIFIED a true and correct copy of the Minutes of the Peace River Regional District Public Hearing held on April 10, 2025 in the PRRD Board Room, 1981 Alaska Avenue, Dawson Creek, BC.

Leonard Hiebert, Chair

Tyra Henderson, Corporate Officer

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: CS-BRD-417

From: Community Services Date: July 17, 2025

Subject: Chetwynd and Area Civic Properties Commission Establishment Bylaw No. 2579, 2025

RECOMMENDATION #1: *[Corporate Unweighted]*

That the Regional Board give Chetwynd and Area Civic Properties Commission Establishment Bylaw No. 2579, 2025 to establish a Chetwynd Civic Properties Commission and delegate the management of the Chetwynd Recreation Centre, Chetwynd Leisure Centre and ancillary amenities of these facilities to the Commission, third reading.

RECOMMENDATION #2: *[Corporate Unweighted – 2/3 Majority]*

That the Regional Board adopt Chetwynd and Area Civic Properties Commission Establishment Bylaw No. 2579, 2025.

BACKGROUND/RATIONALE:

The Chetwynd and District Recreation Centre (the Rec Centre) is owned by the Peace River Regional District (the Regional District) and operated by the District of Chetwynd (Chetwynd) with policy oversight provided by the Chetwynd and Area Civic Properties Commission (the Commission). The Rec Centre is defined as including all buildings and other improvements on/to the property located at 4552 North Access Road in Chetwynd, BC including:

- Ice Arena
- Curling Rink
- Leisure Pools
- Hot Tubs
- Sauna
- Gym
- Splash Park
- Skate Park
- Common areas
- Grounds and
- Other ancillary recreation amenities.

The Commission was established in 1996 through Bylaw No. 1049, 1996, which was amended by Bylaw No. 1058, 1996. Through these bylaws, the Board delegated certain duties, powers and responsibilities to the Commission for the facility.

A new Facility Operating Agreement has been developed to provide clarity and define the roles of the Regional District, the Commission and Chetwynd. Now that the Operating Agreement was approved by

the Commission (June 24, 2025), the District of Chetwynd (July 7, 2025) and considered by the Regional Board on July 17, 2025, the existing establishment bylaw needs to be given third reading. Upon adoption of Bylaw 2579, 2025 the previous bylaws will be repealed.

On June 19, 2025 the Regional Board passed the following resolution:

> *MOVED, SECONDED and CARRIED,*
> *"That the Regional Board give Chetwynd and Area Civic Properties Commission Establishment Bylaw No. 2579, 2025, to establish a Chetwynd Civic Properties Commission and delegate the management of the Chetwynd Recreation Centre, Chetwynd Leisure Centre and ancillary amenities of these facilities to the Commission, first and second readings."*

The proposed new bylaw establishes the Commission (membership, nominations, requirements for Commission meetings, establishes signing authority) and further delegates the following powers related to the management of the Facilities:

- Management of the facilities in accordance with the Facility Operating Agreement,
- Corporate powers to the Commission including:
  - Power to establish policies and procedures,
  - Power to set performance and management goals and objectives,
  - Power to enter into agreements regarding the Facilities, and
  - Power to approve Chetwynd's applications for grant funding to offset capital projects (provided these have been budgeted for in the Regional District's financial plan)

The Bylaw further states that if there is no valid Agreement, that the Commission's powers to manage the Facilities will be suspended, and the power to manage the facilities will revert to the Regional District until such a time as the Agreement is ratified by Chetwynd and the Regional Board.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

If approved, The Regional District website will be updated to add the new bylaw and remove the repealed bylaws. The Commission and Chetwynd will be informed and provided with the new Bylaw along with a fully executed Facility Agreement, once finalized. Following adoption of the bylaw, the Chetwynd Civic Properties Commission will need to be re-formed according to the membership and appointment mechanism terms of the new bylaw.

Attachment:

1. Chetwynd and Area Civic Properties Commission Establishment Bylaw No. 2579, 2025

PEACE RIVER REGIONAL DISTRICT

Bylaw No. 2579, 2025

A bylaw to establish a Civic Properties Commission and to delegate certain authorities to that Commission

WHEREAS, the Peace River Regional District (the "**Regional District**") owns and currently manages, on behalf of the District of Chetwynd and defined portions of Electoral Area 'E', the Chetwynd Recreation Centre, the Chetwynd Leisure Centre, and ancillary recreation amenities located at 4552 Access Road North, Chetwynd, BC (collectively, the "**Facilities**"); and

WHEREAS, the Regional District, pursuant to the *Local Government Act*, RSBC 2015, c. 1, wishes to establish a civic properties commission and delegate the management of the Facilities to said commission;

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

1. There is hereby established the "Chetwynd and Area Civic Properties Commission" (the "**Commission**").

2. The Commission will abide by the Peace River Regional District Board Procedure Bylaw as amended or replaced from time to time, as it applies to Committees.

Membership and Nominations

3. The Commission will have six members, which are known as Commissioners.

4. The membership of the Commission will be comprised of the following:

    a) The Regional District Director for Electoral Area "E", who is an ex-officio Commissioner.

    b) The Regional District Director for the District of Chetwynd, who is an ex-officio Commissioner unless, with the Regional District Director for the District of Chetwynd's consent, the Council of the District of Chetwynd nominates another member of the District of Chetwynd Council to serve as a Commissioner in place of the Regional District Director for the District of Chetwynd.

    c) Two Commissioners, and two alternates that will serve in a Commissioner's absence, appointed by the Regional District Director for Electoral Area "E".

    d) Two Commissioners and two alternates that will serve in a Commissioners' absence nominated by the District of Chetwynd that may be either accepted or declined by the Regional District by resolution of the Board; in the case of a refusal, the Regional District shall, by resolution of the Board, appoint two different Commissioners and two different alternates.

    e) Each year during which there will be a vacancy among the Commissioners appointed pursuant to this section, the Council of the District of Chetwynd will submit their nominations in writing to the Corporate Officer of the Regional District not less than 10 days prior to the Regional District's first Board meeting of the year.

5. If the Regional District fails to elect or appoint any Commissioners as required by this Bylaw, then each Commissioner will continue to be a Commissioner until the earlier of:
    a) when the Commissioner's respective successor is elected or appointed, and
    b) when the Commissioner otherwise ceases to hold office pursuant to this Bylaw.

6. The term of office of a Commissioner is two years.

7. At any time, a Commissioner may be appointed to fill a vacancy that arises on the Commission as a result of the resignation, removal, death or incapacity of a Commissioner during the Commissioner's term of office and such vacancy will be filled via the method used to appoint the departing Commissioner.

8. A Commissioner appointed by the Regional District to fill a vacancy ceases to be a Commissioner at the end of the unexpired portion of the term of office of the individual whose departure from office created the vacancy.

9. The Commissioners may recommend the removal a Commissioner from the Commission by adopting a resolution via majority vote and sharing such recommendation with the Regional Board.

Powers and Duties of the Commission

10. A valid agreement between the District of Chetwynd and the Regional District regarding the management of the Facilities will be the "**Facility Agreement"** for the purposes of this Bylaw.

11. The Regional District hereby delegates to the Commission the power to manage the Facilities in accordance with the Facility Agreement.

12. Without limiting the generality of the foregoing, in support of the Commission's management of the Facilities, the Regional District delegates to the Commission its corporate powers to the extent necessary for the Commission to fulfill the obligations and exercise the rights bestowed upon the Commission in the Facility Agreement, and the Regional District specifically delegates the following powers to the Commission to be exercised in accordance with the Facility Agreement:
    a) the power to establish policies and procedures for the operation of the Facilities;
    b) the power to set performance and management goals and objectives and manage, monitor and review the performance of the Facilities and Chetwynd as operator of the Facilities;
    c) the power to enter into agreements regarding the Facilities on behalf of the Regional District; and
    d) the power to approve Chetwynd's application for grant funding to offset approved capital project costs provided the Regional District has budgeted for the project in its annual financial plan.

13. The Commission's powers to manage the Facilities will be suspended if there is no valid Facility Agreement between the District of Chetwynd and the Regional District regarding the management and operation of the Facilities, and, if such suspension occurs, the power to manage the Facilities will revert to the Regional District until such a Facility Agreement is ratified by the District of Chetwynd and the Regional District.

Commission Meetings

14. The first meeting of the Commission shall be scheduled by the Regional District with subsequent Commission meetings to be held not less than twice per year, as scheduled by resolution of the Commission.

15. The Chair and Vice-Chair must be elected annually from within the membership of the Commission and shall serve at pleasure.

16. Where a vote for the election of the Chair or Vice Chair of the Chetwynd Civic Properties Commission results in a tie, which is not resolved by a revote, the matter shall be referred to the Regional District for a decision and the Regional District, by resolution of the Board, shall select one of the two candidates from the Commission tie vote for Chair or Vice Chair for the remainder of the calendar year.

17. Aside from the meetings scheduled by resolution, a Commission meeting may be called by any two Commissioners or the Regional District by giving each Commissioner seven days' notice of the meeting.

18. The quorum for the holding of a Commissioner's meeting is four Commissioners.

19. A Commissioner may participate in a meeting of the Commissioners by means of telephone, electronic, or other communication facilities that permit all participants to communicate with each other during the meeting. A meeting of the Commissioners may also be held at which some, but not necessarily all persons entitled to attend may participate by means of such communication facilities. A Commissioner who participates in a meeting in a manner contemplated by this section is deemed for all purposes of this Bylaw to be present at the meeting.

20. The Chair must ensure that minutes are taken and distributed to Commissioners and the Regional District.

Voting

21. Any Commissioner may move or second a motion on a question before the Commission.

22. In a vote of the Commission, each Commissioner has one vote.

23. All matters before the Commission will be decided by a majority vote.

Signing Authority

24. A contract or other record to be signed by the Commission must be signed on behalf of the Commission:
    a) by the Chair, together with one other Commissioner,
    b) if the Chair is unable to provide a signature, by the Vice-Chair together with one other Commissioner,

c) if the Chair and Vice-Chair are both unable to provide signatures, by any two other Commissioners, or
d) in any case, by not less than two individuals authorized by the Commission to sign the record on behalf of the Commission.

Repeal

25. The following bylaws and all amendments thereto are repealed:
    a) Chetwynd and Area Civic Properties Commission Bylaw No. 1049, 1996; and
    b) Chetwynd and Area Civic Properties Commission Amendment Bylaw No. 1058, 1996.

Citation

26. This bylaw shall be cited as "Chetwynd and Area Civic Properties Commission Establishment Bylaw No. 2579, 2025.

READ A FIRST TIME THIS	19	day of	June , 2025.
READ A SECOND TIME THIS	19	day of	June , 2025.
READ A THIRD TIME THIS		day of	, 2025.
ADOPTED THIS		day of	, 2025.

Leonard Hiebert, Chair

(Corporate Seal has been affixed to the original bylaw)

Tyra Henderson,
Corporate Officer

I hereby certify this to be a true and correct copy of "Chetwynd and Area Civic Properties Commission Establishment Bylaw No. 2579, 2025", as adopted by the Peace River Regional District Board on _____, 2025.

Tyra Henderson, Corporate Officer

Board Appointments – 2025

Chair – Leonard Hiebert*; Vice-Chair – Darcy Dober

Standing Committees – (Appointed by the Chair, LGA 218(2)

Broadband Internet and Mobility Committee Director Sperling Director Hiebert Director Rose Director Courtoreille Director Dober Director Graham Director Hansen Director Zabinsky (Committee Vice Chair) Director Quibell (Committee Chair) Director Veach Director Taillefer Director Krakowka	Established: RD/21/05/13 (27) **Membership as per Terms of Reference:** The Broadband Internet and Mobility Committee will consist of all 12 Regional Board Directors, or their appointed alternates. The Regional Board Chair may appoint additional Members who are not Directors to the Committee. The Committee may make recommendations to the Regional Board to appoint additional Members who are not Directors to the Committee. The Regional Board may, by Board resolution, change the Members of the Committee as needed. Note-[RD/25/01/35(23)] Councillor Chris Norbury, TR-voting member]

Electoral Area Directors' Committee Director Rose (Committee Chair) Director Sperling (Committee Vice Chair) Director Hiebert Director Graham	**Membership as per Terms of Reference:** The Electoral Area Directors' Committee membership shall be elected representatives from Electoral Area 'B', Electoral Area 'C', Electoral Area 'D', and Electoral Area 'E'.

Health Care Scholarship Committee Director Dober Director Hansen (Committee Vice Chair) Director Veach [RD/24/01/34] (Committee Chair) Director Taillefer Director Rose Director Sperling [RD/25/01/41]	Established: RD/18/06/23 **Membership as per Terms of Reference:** The HCSC will be a standing committee, and will consist of six Board members, **appointed by the Chair** as follows: i. City of Dawson Creek Director to PRRD Board; ii. City of Fort St. John Director to PRRD Board; iii. A representative from a smaller municipality in the South Peace; iv. A representative from a smaller municipality in the North Peace; v. An Electoral Area Director from the South Peace (Area D or E); vi. An Electoral Area Director from the North Peace (Area B or C); vii. Appropriate Regional District staff person(s) – non-voting.

Invasive Plant Committee Director Graham Director Hiebert (Committee Chair) Director Rose (Vice-Chair deferred)	Established: RD/14/02/31 **Membership as per Terms of Reference:** The Invasive Plant Committee will be a standing committee and will consist of a minimum of three Directors appointed by the Chair. Membership will include the GM of Environmental Services and/or their delegate.

**** As per Procedure Bylaw 2490, 2022, the Chair is an ex-officio and voting member of every Board Committee**

Standing Committees – (Appointed by the Chair, LGA 218(2)

Regional Parks Committee Director Graham Director Hiebert Director Rose, (Committee Chair) Director Krakowka, (Committee Vice-Chair) [RD/24/01/34]	Established: RD/11/11/49 **Membership as per Terms of Reference:** The Parks Committee membership shall consist of at least two elected Board Directors as appointed by* the Peace River Regional District Board of Directors, the Manager of Community Services, the Field Services Supervisor, the General Manager of Environmental Services, and the General Manager of Development Services and/or their delegates.

**While this is considered a standing committee, and therefore appointment of members is the responsibility of the Chair, the Terms of Reference adopted by the Board for this Committee state that the Board shall appoint members to this committee.*

Rural Budgets Administration Committee Director Hiebert Director Sperling (Committee Vice Chair) Director Graham Director Rose (Committee Chair)	**Membership as per Bylaw** (Bylaw 1166) Membership in the committee is limited to the Electoral Director from each Electoral Area in the Peace River Regional District.

Solid Waste Committee Director Hiebert (Committee Chair) Director Dober Director Zabinsky (Committee Vice Chair) Director Krakowka Director Quibell Director Sperling [RD/25/01/42] Director Rose [RD/25/01/42]	Established: RD/22/11/12 (24) **Membership as per Terms of Reference:** 3.1 The SWC will consist of six (6) Board members as appointed by the Chair and will consist of: a. Director from the City of Dawson Creek, or their alternate; b. Director from the City of Fort St. John, or their alternate; c. Director or alternate director from one additional municipality in the South Peace (District of Chetwynd, or Village of Pouce Coupe or District of Tumbler Ridge); d. Director or alternate director from one additional municipality in the North Peace (District of Hudson's Hope or District of Taylor); e. Director or alternate director from the North Peace (Electoral Area 'B' or 'C'); f. Director or alternate director from South Peace (Electoral Area 'D' or 'E'); g. PRRD Board Chair, as ex-officio member; h. Appropriate Regional District staff person – non-voting.

**** As per Procedure Bylaw 2490, 2022, the Chair is an ex-officio and voting member of every Board Committee**

Select Committees (Appointed by the Board, LGA 218 (1)

North Peace Leisure Facility Replacement Steering Committee Director Graham Alternate Director Wiebe Director Sperling Alternate Director Garrison City of Fort St. John: Mayor Hansen Councillor Bolin District of Taylor: Councillor Turnbull Councillor Ponto	Established: RD/20/06/27 (25) **Membership as per Terms of Reference:** The Peace River Regional District Board of Directors appoints members to the Committee. Membership will include the following: a. Area B Electoral Director b. Area B Alternate Director c. Area C Electoral Director d. Area C Alternate Director e. Two (2) Council members appointed by City Fort St. John f. Two (2) Council members appointed by District of Taylor

Solid Waste Management Plan – Public Technical Stakeholder Committee (PTSC) Director Hiebert, (Committee Chair) Director Zabinsky, (Committee Vice Chair)	Established: RD/22/11/11 (24) **Membership as per Terms of Reference:** 5.1.1 A Chair and Vice Chair will be appointed by the SWC. 6.1.1 Member municipalities staff; 6.1.2 First Nation neighbors; 6.1.3 PRRD waste management contractors and partners; 6.1.4 Public agencies such as the Ministry of Environment and Climate Change Strategy; 6.1.5 Private and non-profit sectors; 6.1.6 Industry and institutional representatives; 6.1.7 General public

**** As per Procedure Bylaw 2490, 2022, the Chair is an ex-officio and voting member of every Board Committee**

Legislated / Bylaw Commissions or Committees

Chetwynd Civic Properties Commission Director Courtoreille [RD/22/12/48] Councillor Smith [RD/24/01/36] Councillor Wark [RD/22/12/48] Director Rose [RD/2014] Walter MacFarlane [RD/22/12/48] Larry Houley [RD/22/12/48]	**Bylaw 1049, 1996 (as amended)** The commission is composed of six members known as Commissioners as follows: a) Regional District Director for Electoral Area "E" is a member ex-officio. b) The Regional District Director for the District of Chetwynd is a member ex-officio or, with the director's consent, the council of the District of Chetwynd may nominate another council member. c) The Regional District Director for Electoral Area "E" and the Council of the District of Chetwynd each may nominate two members. d) The District of Chetwynd and the Director of Electoral Area E may each nominate an alternate who may serve in the absence of a Commissioner nominated by the District and the Director respectively Nominations under 2. b) c) d) and 3. above must be accepted and appointed by the Regional District Board and serve at pleasure.

Emergency Executive Committee Director Graham Director Sperling Director Hiebert (Committee Chair) Director Rose Director Dober [RD/22/12/50] (Committee Vice-Chair) Director Hansen [RD/22/12/50]	**Bylaw 1599, 2005** An "Emergency Executive Committee" is established comprised of: a) the Directors of the Board representing Electoral b) Areas 'B', 'C', 'D' and 'E'; c) the Chief Administrative Office for the Regional District of designate; and d) such other persons as may be appointed to the Committee by the Board from time to time.

Fire Management Committees: (as per contracts)

Chetwynd
Director Rose
Mayor Courtoreille, District of Chetwynd or designate

Dawson Creek / Pouce Coupe
Director Hiebert
Mayor Dober, City of Dawson Creek or designate
Mayor Veach, Village of Pouce Coupe

Fort St. John
Director Sperling
Mayor Hansen, City of Fort St. John or designate

**** As per Procedure Bylaw 2490, 2022, the Chair is an ex-officio and voting member of every Board Committee**

Fire Management Committees: (as per contracts)
Taylor
Director Sperling
Director Hiebert
Mayor Taillefer, District of Taylor or designate

Tomslake
Director Hiebert

North Peace Leisure Pool Commission
Electoral Area B - Director Graham and Alternate Director Wiebe
Electoral Area C – Director Sperling and Alternate Director Garrison
*City of Fort St. John – Councillor Bolin and Councillor Lequiere
These appts are made by the municipality and are recorded here for convenience.

Parcel Tax Roll Review Panel
Director Graham
Director Sperling [RD/24/01/37]
Director Hiebert

**** As per Procedure Bylaw 2490, 2022, the Chair is an ex-officio and voting member of every Board Committee**

Board Liaison Appointments to Outside Agencies

BC Hydro Peace Agricultural Compensation Fund [RD/22/10/35]
Chet Jans

BC Hydro Go Fund (BCH Peace Region Non-Profit Community Fund) [RD/22/11/20 (24)]
Director Rose
Kathleen Connolly, Public appointee [RD/23/02/39 (23)]

Chetwynd Communications Society
Director Rose
Mayor Courtoreille, District of Chetwynd

Chetwynd Library
Director Rose

Dawson Creek and District Hospital Redevelopment Capital Project Advisory Committee
Director Hiebert
Director Sperling [RD/24/01/38]

Dawson Creek and District Hospital Community Advisory Working Group [RD/24/01/39]
Director Rose
Director Veach

Invasive Plant Council of BC
Director Hiebert

Municipal Finance Authority of BC
Director Rose [RD/25/01/40]
Director Hiebert (Alternate) [RD/22/12/51]

Municipal Insurance Association of BC
Director Hiebert - Voting Member [RD/22/09/48]
Jodi Schmidt (Alternate) [RD/25/01/44]

North Central Local Government Association
Director Hiebert, Regional Representative

North Peace Airport Society
Electoral Area B – Director Graham and Alternate Director Wiebe
Electoral Area C – Director Sperling and Jim McKnight
PRRD Member Representative - Director Sperling
PRRD Member Alternate Representative – Director Graham

**** As per Procedure Bylaw 2490, 2022, the Chair is an ex-officio and voting member of every Board Committee**

Board Liaison Appointments to Outside Agencies - continued

North Peace Fall Fair Society
Director Graham
Director Sperling liaison to Society

Northeast Roundtable
All PRRD Board members

Northern Development Initiative (NDI) Trust - NE Regional Advisory Committee [RD/22/11/19(24)]
Director Graham
Director Hiebert
Director Sperling
Director Rose

North Wind Wellness Centre [Addition Recovery Community Housing Building Committee] [RD/20/08/36]
Director Hiebert

Taylor Bridge User Group [RD/24/01/40]
Director Sperling

UNBC Northern Medical Program Trust
Director Hiebert [RD/25/01/43]

Industry Sector Liaison Appointments

Site C Project Working Group
Director Rose [RD/20/11/41]
Director Sperling
Director Taillefer

Wonowon Landfill Project
Director Graham

[Updated: May 1, 2025]

**** As per Procedure Bylaw 2490, 2022, the Chair is an ex-officio and voting member of every Board Committee**

PEACE RIVER REGIONAL DISTRICT

annual report 2024

For fiscal year ended December 31, 2024

British Columbia, Canada

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This Annual Report has been prepared and compiled by
the Financial Services and Communications departments
at the Peace River Regional District.

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Cultural Safety Mission Statement

The Peace River Regional District (PRRD) is situated on the traditional territory of the Dane-zaa (Beaver), signatories of Treaty 8 and the Métis Nation BC Region 7. We value the significant contributions of Indigenous Peoples who have lived and worked on the land for time immemorial and are committed to meaningful reconciliation.

The PRRD is actively applying the principles of cultural safety to create a mutual path forward with all of our neighbours. We are an organization that appreciates cultures in all its forms. We value respect, trust, care and transparency and acts in accordance with these values. We seek to understand each other's cultures and worldviews in order to enhance inclusion, trust and relationships.

Our First Nations partners include:

Blueberry River First Nations
Doig River First Nation
Halfway River First Nation
Kwadacha Nation
Saulteau First Nations
Tsay Keh Dene Band
West Moberly First Nations

we are diverse

Those who choose to build their lives in the Peace River region have **diverse** backgrounds and cultures. We celebrate this community mosaic as we propel our communities forward with shared knowledge from our residents and neighbours. Together, we are building resilient communities one step at a time.

we are vast

The Peace River region is the largest Regional District in BC, encompassing over 119,000 kilometres of beautiful landscapes, farmland and recreational opportunities that make this **vast** region truly one of the greatest places to live, work and play.

we are abundant

The Peace River Regional District is an important economic area for many industries around the province, including agriculture, oil and gas, forestry, mining, manufacturing, tourism, solar power and hydro-electric generation. The region is a place of **abundance** that affords life-long opportunities to residents and a vibrant quality of life for community members.

The Peace River region was established in 1987, and is geographically the largest Regional District in BC, encompassing over 119,000 kilometres. The PRRD serves seven incorporated communities and four electoral areas that represent over 40 rural or unincorporated communities. There are seven First Nations communities within the Regional District's boundaries.

INCORPORATED COMMUNITIES

- District of Chetwynd
- City of Dawson Creek
- City of Fort St. John
- District of Hudson's Hope
- Village of Pouce Coupe
- District of Taylor
- District of Tumbler Ridge

ELECTORAL AREAS

- (B) Electoral Area 'B' (18 unincorporated communities)
- (C) Electoral Area 'C' (6 unincorporated communities)
- (D) Electoral Area 'D' (12 rural communities)
- (E) Electoral Area 'E' (10 rural communities)

FIRST NATIONS COMMUNITIES

The Peace River Regional District is situated on the traditional territory of the Dane-zaa (Beaver), signatories of Treaty 8 and the Métis Nation BC Region 7.

1. Blueberry River First Nations
2. Doig River First Nation
3. Halfway River First Nation
4. Kwadacha Nation
5. Saulteau First Nations
6. Tsay Keh Dene Band
7. West Moberly First Nations

Services

Regional Districts drive services to rural and unincorporated areas. These include:

- noxious (invasive) weed control
- community recreation
- fire protection
- solid waste management
- recycling and composting initiatives
- rural water and wastewater treatment
- sewage collection and disposal
- parks and community recreation
- building inspection
- emergency services and management

Economy

The Peace River Regional District has a diverse economy and a strong resource sector. Economic drivers of our region include:

- agriculture
- tourism
- manufacturing
- oil and gas
- hydro-electric power generation
- forestry
- mining
- solar power
- wind power

Vision

The Peace River Regional District provides regional and sub-regional public services that are socially, environmentally and economically sustainable in response to expressed needs in the region.

Mission

A strong, diverse and sustainable Peace River region inspired by innovative leadership that promotes livable and safe communities within a healthy environment.

Our Role

The Peace River Regional District (PRRD) is dedicated to fostering a high quality of life for all residents by providing essential regional, sub-regional and local services. We achieve this through robust collaboration with local governments, First Nations, various agencies and volunteer organizations, working together to effectively deliver services and address the unique challenges and evolving needs of our region. As a regional government, the PRRD provides crucial leadership and leverages its collective voice to advocate vigorously on behalf of our residents, businesses and industries to support a prosperous regional economy.

Our Approach

As we fulfill our obligations and responsibilities as a regional government, the PRRD will:

- Communicate and engage with our constituents to better understand their interests, and foster a better understanding of the Regional District's role and services;
- Collaborate and cooperate with our partners to enhance the effectiveness of our efforts and resources;
- Be consistent in the application of our policies and decisions.

Board of Directors

Leonard **HIEBERT**, Board Chair
Electoral Area D

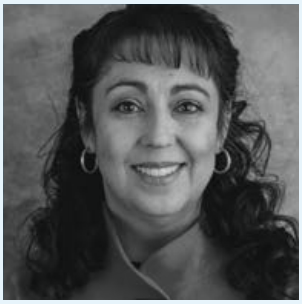
Darcy **DOBER**, Vice Chair
City of Dawson Creek

Reid **GRAHAM**
Electoral Area B

Brad **SPERLING**
Electoral Area C

Dan **ROSE**
Electoral Area E

Allen **COURTOREILLE**
District of Chetwynd



Lilia **HANSEN**
City of Fort St. John

Tony **ZABINSKY**
City of Fort St. John

Travous **QUIBELL**
District of Hudson's Hope

Danielle **VEACH**
Village of Pouce Coupe

Brent **TAILLEFER**
District of Taylor

Darryl **KRAKOWKA**
District of Tumbler Ridge

The Peace River Regional District is governed by a twelve (12) member Board of Directors representing seven (7) member municipalities and four (4) electoral areas.

The four Electoral Area Directors are elected to represent residents of the unincorporated communities in the electoral areas (Area 'B', Area 'C', Area 'D' and Area 'E') of the Peace River Regional District. The eight Municipal Directors are appointed by the councils of the seven member municipalities in the region. The Directors also serve as members of the Peace River Regional Hospital District.

Message from the Board Chair

It brings me great joy to present the Peace River Regional District's Annual Report for 2024 on behalf of our Regional District Board of Directors.

Upon reflection, I am struck by the resilience that defines our region. 2024 brought significant challenges – from sustained drought conditions that tested our agricultural producers to a significant wildfire season that reminded us all of the need for continued and robust preparedness. Yet through it all, I've seen something inspiring: the unwavering, resilient spirit of communities and residents of the region.

When I was elected Chair alongside Vice-Chair Darcy Dober, I made a commitment to focus on strengthening open, transparent communication between your Regional District and the communities and public we serve. I believe strongly in keeping our doors wide open. This isn't only about governance, it's about strengthening genuine connections and trust within our region.

Our Community-to-Community sessions have become key to this approach, strengthening our vital relationships between local government and First Nation communities. These gatherings have shown us that when we come together with respect and shared purpose, we can address challenges and find solutions that benefit everyone.

22024 marked several meaningful steps forward in how we connect with you – the residents – through effective communication. We launched quarterly video updates to bring you closer to the work we're doing on your behalf. We began working on a new website that will make regional information more accessible. And we've continued our commitment to public engagement because your voice matters in every decision we make.

The financial stewardship outlined in this report reflects the PRRD's careful attention to managing your tax dollars responsibly while investing in needed services and infrastructure for the region. We have maintained our focus on emergency management and proactive preparedness – a priority that has never been more crucial given the changing climate and increasing frequency of natural disasters.

Throughout 2024, we significantly boosted wildfire preparedness by prioritizing FireSmart initiatives. Our contractor, Mammoth Forestry, hosted nine community "block party" events, engaging an estimated 400 residents with vital preparedness information, hot meals and family games. We completed 149 Home Ignition Zone Assessments, providing personalized wildfire risk guidance.

This year, we also launched a successful mitigation assistance program for vulnerable residents, with the PRRD FireSmart Mitigation Crew directly supporting 60 properties with tasks like gutter cleaning and vegetation management. Further expanding our reach, we promoted FireSmart awareness at local fairs and events like the Kiskatinaw Fall Fair and Kelly Lake Days. The high level of community participation across all these initiatives truly highlights a shared commitment to regional safety and resilience.

As we plan for the future, our vision remains clear: to build a more resilient, connected and transparent Peace River region where all residents feel safe and represented. We're committed to advancing emergency management, strengthening partnerships with First Nation communities and continuing to bridge information gaps between the regional government and the people we serve.

This annual report is more than a summary of our activities – it evidences achievements accomplished by working together and which belong to all of us.

Thank you for the trust you've placed in the Regional Board, especially during challenging times, and the continued, resilient spirit that makes the Peace Region such a wonderful place to call home.

With warm regards and continued commitment,

Leonard Hiebert

Leonard Hiebert,
BOARD CHAIR,PEACE RIVER REGIONAL DISTRICT

May 2, 2025

Message from the Chief Administrative Officer

The 2024 Annual Report reflects another year of purposeful progress and collaborative achievement, presenting a detailed overview of the Peace River Regional District's (PRRD) financial stewardship and operational accomplishments.

It has been an honour to serve alongside the Board of Directors for seven years, and I remain grateful to our dedicated staff whose expertise and commitment continue to drive forward the Board's strategic vision for our region.

The principles outlined in our strategic plan have once again shaped our priorities and initiatives throughout 2024, reinforcing our dedication to creating meaningful, sustainable benefits for current and future generations across the Peace River region.

Building on our 2023 commitment to implementing an asset management system, I am pleased to report significant progress in advancing our asset management practices throughout 2024.

The external consultant project that began in 2022 to develop fundamental asset management frameworks and strategies was successfully completed in December 2024. This project culminated in a detailed in-house presentation to our Board of Directors, outlining opportunities for long-term financial planning by service function using sustainable funding sources. The PRRD plans to adopt this framework to improve financial stability for assets, positioning asset management as an important organizational strategic pillar.

Another significant milestone achieved in 2024 was the implementation of Cityworks Asset Management Software. With strong support from the Board of Directors, staff committed countless hours and effort to the software's configuration and deployment. By December 2024, Cityworks was fully configured to align with PRRD's operational needs and intensive training sessions were conducted across all departments.

Cityworks will serve as a powerful tool to track asset performance, capture lifecycle costs and support data-driven decision making for our assets with a book value of over $76 million. These assets encompass recreation facilities, community halls, landfills, transfer stations, fire halls and equipment, water and sewer systems, vehicles, parks and many others. Its implementation represents a foundational step in the region's strategy to manage infrastructure assets efficiently and sustainably.

We envision a prosperous future for our region, while acknowledging the economic vulnerabilities of our resource sector and the impacts of a changing climate. We will strive for economic diversification, strong relationships with First Nations and partner agencies and responsive services that meet the evolving needs of our residents.

Our commitment to implementing the strategic plan and advancing our asset management capabilities underscores our dedication to stewarding the resources entrusted to us by the community.

As the Chief Administrative Officer, I am deeply grateful for the insights and cooperation we receive from our Board of Directors, partner organizations, residents and First Nations neighbours in the continual betterment of our region and communities.

Shawn Dahlen

Shawn Dahlen,
CHIEF ADMINISTRATIVE OFFICER,
PEACE RIVER REGIONAL DISTRICT
MAY 2, 2025

Leadership

Shawn Dahlen, Chief Administrative Officer

Tyra Henderson, Corporate Officer
Roxanne Shepherd, Chief Financial Officer
Kevin Clarkson, General Manager of Community Services
Kari Bondaroff, General Manager of Environmental Services
Ashley Murphey, General Manager of Development Services

Organization

The Peace River Regional District currently employs between 50 - 75 staff to perform the day-to-day services and operations needed to achieve the strategic plan set by the Board of Directors.

The PRRD consists of five departments: Administration, Community Services, Development Services, Environmental Services and Finance, led by the Chief Administrative Officer and senior management, under the direction of the Board of Directors.

A well-functioning organization with an appropriate allocation of resources and effort contributes to the effective and efficient delivery of services, supports the retention and recruitment of staff and safeguards the organization from risk and liability.

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strategic focus areas

The 2023-2026 Strategic Plan was developed by the Board to ensure that our decisions, activities and policies are aligned with our vision and goals.

The plan addresses the most significant opportunities and challenges facing the region.

The plan informs the development of our annual budgets and departmental work plans. Quarterly reports to the Board and the Annual Report provides an opportunity to review and communicate progress in achieving the Board's goals and update the plan as necessary.

1. Asset and Infrastructure Management

To effectively plan for and manage the PRRD's assets and infrastructure to ensure they provide the desired levels of service to our residents, now, and in the future.

STRATEGIES	TARGETS	TIMELINE
1.1 Undertake condition assessments for all PRRD owned assets	• North Peace Fall Fair Master Plan	Complete
	• Osborn Community Hall: Public consultation and possible referendum and funding	Q4 2024
	• Halfway Graham: Further discussions with the community on options	Q4 2024
1.2 Determine service expectations for all assets	• Lifecycle framework	Complete
	• Risk framework	Complete
	• Financial strategy	Q4 2024
	• Asset management plan	Q4 2024
1.3 Identify funding and investment strategies	• Osborn Property (Church and Hall)	Q4 2024
	• Halfway Graham: Cost estimates to upgrade building	Q4 2024
	• Cache Creek: Cost estimates to upgrade building	Q4 2024
	• Golata Creek Feasibility Study: Engagement with the community on options	Q4 2024
	• Kelly Lake Community Hall: Present report to the Regional Board on facility upgrades	Q4 2024
	• North Peace Regional Park (Fall Fair Grounds): Completed Master plan will guide recommendations on future investment	Q3/Q4 2024
	• Jackfish Community Hall: Community meeting to determine support and options for future development	Q4 2024
1.4 Implement asset management software program	• Investigate add-on software for long-term financial planning	Q4 2024
	• Implement asset management software	Complete

2. Human Resource Management

To enhance our human resource management practices and programs to ensure our employees are motivated, engaged and supported in the work they do.

STRATEGIES	TARGETS	TIMELINE
2.1 Establish a corporate employee development program	• Hire HR Generalist • Develop policies and procedures re: training and development	Complete Q4 2024
2.2 Review and update performance review process	• Exempt staff review process • Union staff review process • 360 review process	Q4 2024 Q4 2024 Q4 2024
2.3 Develop an employee retention and recruitment strategy	• Survey • Review Health and Wellness Program • Establish an annual volunteer firefighter engagement survey • Develop a department feedback opportunity • Develop and implement a firefighter recruitment plan for Moberly Lake and Charlie Lake fire departments	Q4 2024 Q4 2024 Q4 2024 Q4 2024 Complete

3. Collaboration and Cooperation with First Nations

To further our relationships with the First Nations governments and pursue opportunities for partnerships and governance participation.

STRATEGIES	TARGETS	TIMELINE
3.1 Advance the development of individual Momerandums of Understanding (MOUs)	• Saulteau FN MOU renewal • West Moberly FN MOU renewal • Community to Community (C2C) meetings	Q4 2024 Q4 2024 Ongoing
3.2 Share the PRRD's Strategic Goals with First Nations to identify opportunities for cooperation and collaboration	• Chair and Vice Chair authorized to consult with Treaty 8 and Scion regarding a land acknowledgement statement • Enhance emergency management plan with FN communities • Seek to understand the level of consultation and engagement with FN communities regarding planning matters	Ongoing Ongoing Ongoing
3.3 Investigate governance participation models under the *Local Government Act*	• Meeting with Brent Mueller, Director of Governance Relations, Ministry of Municipal Affairs • Investigate other regional districts and municipal models • Identify potential participants through Ministry of Indigenous Relations and Reconciliation • Election C2C education campaign • Committee/Commission participation opportunities • Update Procedure Bylaw	Complete Complete Ongoing 2024 Q4 2024 Ongoing TBD

4. Inter-Provincial Collaboration

To explore and realize opportunities and advantages through cooperation and collaboration with neighbouring local governments in Alberta.

STRATEGIES	TARGETS	TIMELINE
4.1 Coordinate the re-establishment of inter-provincial meetings	• Neighbouring Alberta governments: topics to engage, rural government initiatives	Complete
	• Establish meeting structure in collaboration with Alberta partners	Complete
	• Request written support from fire service partner jurisdictions for pursuit of inter-provincial mutual aid agreements between the PRRD and the County of Grande Prairie	Complete
	• Inter-provincial meeting with County of Grande Prairie, Saddle Hills County and Clear Hills County in Grande Prairie	Q4 2024

5. Emergency Management

To ensure the PRRD's interests are articulated and considered in response to proposed amendments to the *Emergency Program Act* and *Fire Services Act*.

STRATEGIES	ACTIONS	TARGETS
5.1 Engage in *Emergency Program Act* and *Fire Services Act* amendment processes	• Spring Readiness • EMCR & First Nation meeting (Victoria) • Participate in engagement opportunities with First Nations and community partners • Develop an implementation plan to address the new *Act* and regulations	Annual/Complete Q1 2024 Complete Q4 2024
5.2 Explore opportunities for new or enhanced mutual aid agreements	• Establish service agreements with municipal ESS teams • Investigate interest in regional fire mutual aid agreement • Investigate opportunities for regionalization and collaboration of emergency programs	Ongoing Q4 2024 Ongoing

6. Advocacy

To represent and advance the interests of the region with other levels of government and agencies responsible for providing governance and services in our region.

STRATEGIES	DESCRIPTION	MINISTRY	TIMELINE
6.1 *Emergency Program Act* and *Fire Services Act* amendments	Recognition and consideration of financial and operational impacts to regional districts resulting from proposed changes to Emergency and Fire Services legislation.	• Ministry of Emergency Management and Climate Readiness • NCLGA • UBCM	Ongoing
6.2 Agriculture and food security	Importance of investment and support for local growers and producers to ensure sustainable food supply for the region.	• Ministry of Agriculture and Food	Ongoing
6.3 Seniors housing	Potential opportunity to meet with staff at UBCM: Funding announcements and Housing Needs Assessment submitted to the Board, several meetings conducted between March and June 2024	• Northern Health • Ministry of Housing • Community partners and agencies • Developers	Complete
6.4 Blueberry River FN	Awareness of the economic impacts of resource permit suspensions and encouraging and supporting the completion of a final agreement for a regulatory framework that will address the findings in *Yahey v. British Columbia*.	• Province of British Columbia • Blueberry River First Nation	Ongoing
6.5 Homelessness, Mental Health and Addictions, Crime	Continued awareness of the impacts of mental health and addictions on communities and the need for appropriate supports and services for those suffering from mental health and addictions.	• Regional Board/ Directors	Ongoing
6.6 Aggregate security	Importance of securing and enhancing aggregate supply to support construction activity and long-term maintenance of roads in the region.	• Agricultural Land Commission • Ministry of Energy, Mines and Low Carbon Innovation	Ongoing

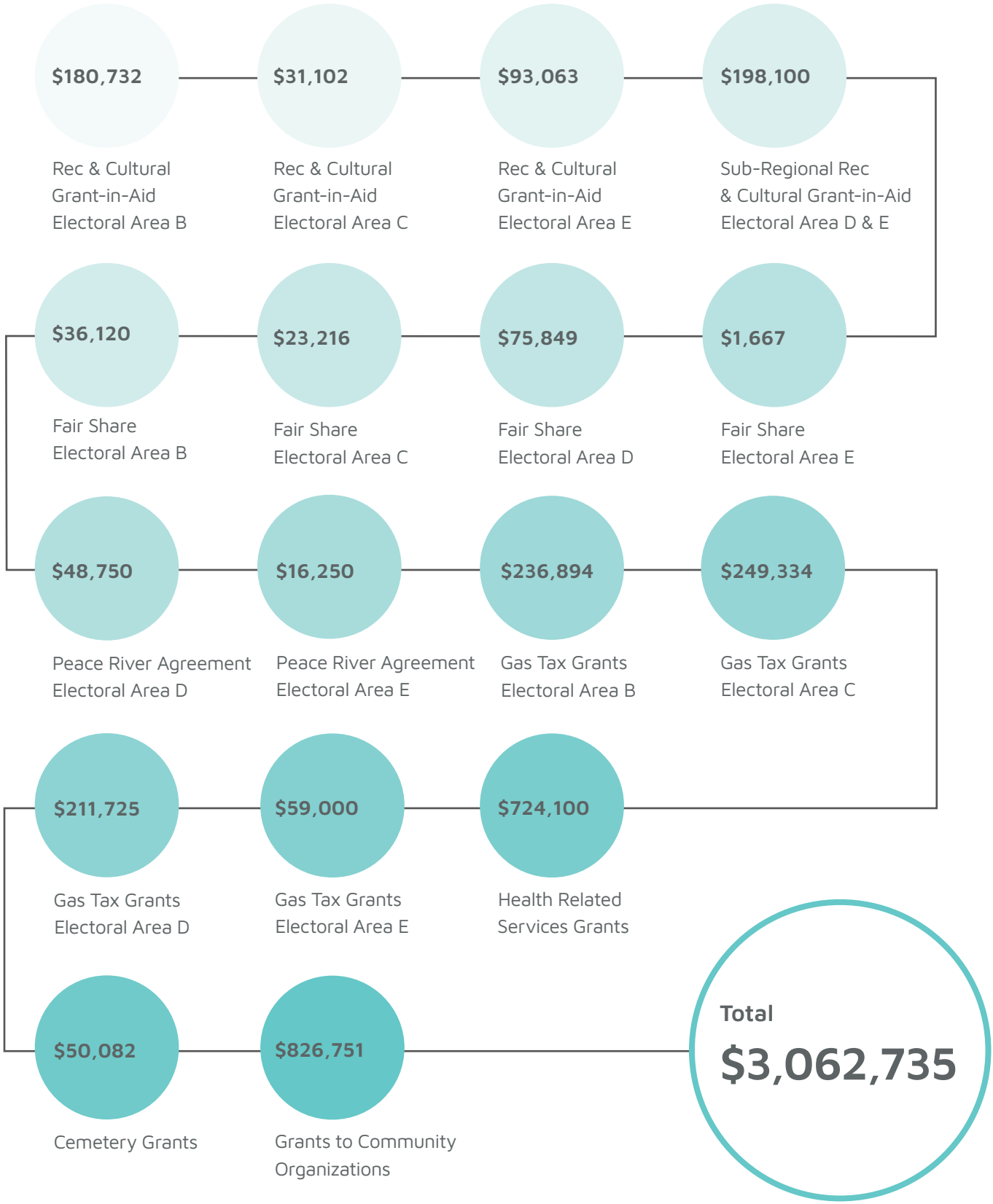
giving back

Regional and Electoral Area Grants

The Peace River Regional District is pleased to provide regional and electoral area grants to the constituents of our region.

Regional grants create an opportunity to provide grant-in-aid to assist eligible organizations with projects, programs, services or initiatives that are regional in scope and benefit residents throughout the PRRD or in multiple electoral areas and municipalities. Approved by the Regional Board, funding for regional grants is provided through taxation and is awarded in accordance with the guidelines set out in each grant policy.

Electoral Area grants offer a way to support the emerging needs and unique opportunities in the rural communities in Electoral Area 'B', 'C', 'D' and 'E'. These grants are available to eligible organizations to assist with community-led capital projects, programs, services and/or initiatives that directly serve or benefit the rural communities of the PRRD. Approved by the Rural Budgets Administration Committee (RBAC), funding is provided through electoral area funding reserves or taxation and is awarded in accordance with the guidelines set out in each grant policy.


$180,732
Rec & Cultural Grant-in-Aid Electoral Area B
$31,102
Rec & Cultural Grant-in-Aid Electoral Area C
$93,063
Rec & Cultural Grant-in-Aid Electoral Area E
$198,100
Sub-Regional Rec & Cultural Grant-in-Aid Electoral Area D & E
$36,120
Fair Share Electoral Area B
$23,216
Fair Share Electoral Area C
$75,849
Fair Share Electoral Area D
$1,667
Fair Share Electoral Area E
$48,750
Peace River Agreement Electoral Area D
$16,250
Peace River Agreement Electoral Area E
$236,894
Gas Tax Grants Electoral Area B
$249,334
Gas Tax Grants Electoral Area C
$211,725
Gas Tax Grants Electoral Area D
$59,000
Gas Tax Grants Electoral Area E
$724,100
Health Related Services Grants
$50,082
Cemetery Grants
$826,751
Grants to Community Organizations
Total
$3,062,735

financial statements

For the fiscal year ended December 31, 2024

Message from the Chief Financial Officer

I am pleased to submit the Financial Section of the 2024 Annual Report for the Peace River Regional District (PRRD). The purpose of this report is to present the financial results for the fiscal year ending December 31, 2024, including the Audit Report, Financial Statements, and supplementary information comprised of Notes to the Financial Statements.

FINANCIAL STATEMENTS

The Financial Statements are the responsibility of PRRD's management and have been prepared in compliance with Section 376/377 of the Local Government Act, Section 167 of the Community Charter, and in accordance with Generally Accepted Accounting Principles approved by the Public Sector Accounting Board and the Chartered Professional Accountants of Canada. The PRRD maintains a system of internal accounting controls, including policies and procedures, designed to safeguard the assets of the organization as well as provide timely and reliable financial information.

Beswick Hildebrandt Lund (BHL) Chartered Professional Accountants audited these financial statements. As the external auditor, BHL is responsible for inspecting the PRRD's financial statements in accordance with Generally Accepted Accounting Principles (GAAP) and expressing their opinion on whether the statements are presented accurately. BHL has expressed that, in their opinion, the statements present fairly, in all material aspects, the financial position of the PRRD as of December 31, 2024.

FINANCIAL HIGHLIGHTS

The PRRD operates 58 separate services that each function with their own revenue and expenses. Residents of the four electoral areas and seven municipalities pay only for the services in which they participate. These services include General Government, Protective Services, Environmental Services, Planning and Development, Recreation and Culture, and Sewer and Water Utilities.

In 2024, operating revenues increased $4.85M, attributable to an increase in requisition, interest income, fees and charges, and government transfers. Operating expenses decreased by $14.7M, largely attributed to an $18.5M reduction in landfill closure/post closure costs compared to 2023. 2023 was the first year of

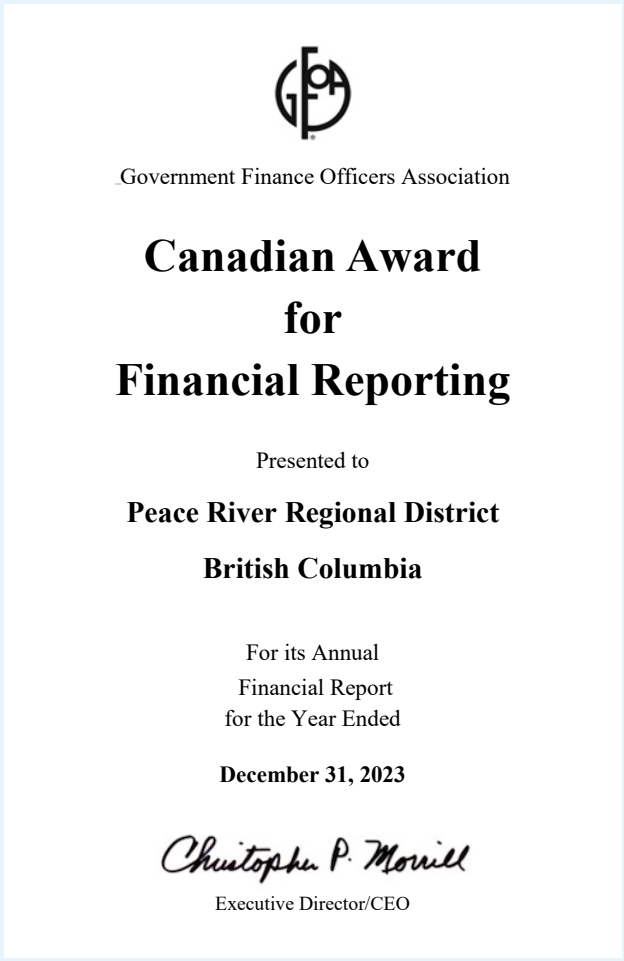
the new reporting standard PS 3280 Asset Retirement Obligations and in that year all accretion expenses to date were recognized, resulting in a one-time increase in expenses for 2023.

For the fiscal year ended December 31, 2024, the following changes in the Statement of Financial Position are positive indicators for the PRRD:

- Decrease in Long-term Debt $2.84M
- Increase in Reserve Funds $12.56M
- Increase in Net Financial Assets $10.79M

The PRRD's financial health is strong, with net financial assets increasing from $49.09 million in 2023 to $59.87 million in 2024. This improvement is largely due to a $12.56 million increase in investments and a $2.8 million reduction in debt. A positive net asset position is an indicator of good financial health and implies that the PRRD is able to service its liabilities. This positive trend reflects our responsible debt management and commitment to strategic long-term capital planning and asset management.

The PRRD's reserve balances grew by $8.1 million,



Government Finance Officers Association

Canadian Award for Financial Reporting

Presented to

Peace River Regional District

British Columbia

For its Annual
Financial Report
for the Year Ended

December 31, 2023

Christopher P. Morrill

Executive Director/CEO

Award for Financial Reporting

Government Finance Officers Association of the United States and Canada (GFOA) awarded a Canadian Award for Financial Reporting to the Peace River Regional District for its annual financial report for the fiscal year ended December 31, 2023. The Canadian Award for Financial Reporting program was established to encourage municipal governments throughout Canada to publish high-quality financial reports and to provide peer recognition and technical guidance for officials preparing these reports.

In order to be awarded a Canadian Award for Financial Reporting, a government unit must publish an easily readable and efficiently organized annual financial report, whose contents conform to program standards. Such reports should go beyond the minimum requirements of Generally Accepted Accounting Principles and demonstrate an effort to clearly communicate the municipal government's financial picture, enhance an understanding of financial reporting by municipal governments, and address user needs.

A Canadian Award for Financial Reporting is valid for a period of one year only. We believe our current report continues to conform to the Canadian Award for Financial Reporting program requirements, and we are submitting it to the GFOA to determine its eligibility for another award.

from $75 million in 2023 to $83.1 million in 2024. These reserves provide stability for capital expenditures, improved service delivery, and emergencies. The 2024 annual operating surplus of $18.28 million increased the overall Accumulated Surplus to $143.8 million. Accumulated surplus is largely comprised of $50.2 million in net investments in tangible capital assets and $83.1 million in reserves.

FINANCIAL PLANNING PROCESS

The Local Government Act requires Regional Districts to complete a five-year Financial Plan and implement a public participation process to explain the plan. The Financial Plan Bylaw must be adopted by March 31st of each year. The PRRD adopted its 2024-2028 Financial Plan Bylaw on March 21st, 2024. Details of the plan are located at prrd.bc.ca/services/finance/#financial-plans.

CONCLUSION

Under the direction of the Board, the PRRD will continue its dedication to providing high quality services for its stakeholders. Directed by a Board approved strategic plan and a sound financial plan, we look forward to another year of success in 2025. I would like to thank the members of the Board and staff for their efforts in making 2024 a successful year. I would also like to recognize the incredible team effort throughout the year resulting in this report and the information it contains.

Roxanne Shepherd

Roxanne Shepherd, BBA, CPA, CGA
CHIEF FINANCIAL OFFICER,
PEACE RIVER REGIONAL DISTRICT
May 2, 2025

PEACE RIVER REGIONAL DISTRICT

Statement of Management's Responsibility

The accompanying financial statements ofthe Peace River Regional District ("Regional District") are the responsibility of management and have been approved by the Board of Directors.

The financial statements have been prepared by management in accordance with the significant accounting policies as set out in Note 2 to the financial statements and comply with the Canadian Public Sector Accounting Standards ("PSAS") as set by the Public Sector Accounting Board ("PSAB") ofthe Chartered Professional Accountants of Canada and the governing legislation. The financial statements are not precise since they include certain amounts based on estimates and judgments. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances, in order to ensure thatthe financial statements are presented fairly, in all material respects.

In discharging its responsibilities for the integrity and fairness ofthe financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation offinancial statements.

Directors are composed entirely of individuals who are neither management nor employees ofthe Regional District. Directors are responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial statements. Directors fulfill these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. Directors are also responsible for recommending the appointment of the Regional District's external auditors.

The financial statements have been audited by Beswick Hildebrandt Lund (BHL) CPA in accordance with Canadian generally accepted auditing standards on behalf of the Regional District. BHL CPA has full access to the Board of Directors.

Shawn Dahlen

Shawn Dahlen, Chief Administrative Officer

Roxanne Shepherd

Roxanne Shepherd, Chief Financial Officer

May 1, 2025

beswick hildebrandt lund
CHARTERED PROFESSIONAL ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of Peace River Regional District

Opinion

We have audited the financial statements of Peace River Regional District (the Entity), which comprise the statement of financial position as at December 31, 2024, and the statements of operations and accumulated surplus, remeasurement gains and losses and changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2024, and the results of its operations and cash flows for the year then ended in accordance with Canadian Public Sector Accounting Standard.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Partners
Allison Beswick CPA, CA
Norm Hildebrandt CPA, CA
Robin Lund CPA, CGA
Dane Soares CPA
Taylor Turkington CPA

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beswick hildebrandt lund
CHARTERED PROFESSIONAL ACCOUNTANTS

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

beswick hildebrandt lund
CHARTERED PROFESSIONAL ACCOUNTANTS

Beswick Hildebrandt Lund

Chartered Professional Accountants

Prince George, British Columbia

May 1, 2025

Peace River Regional District

Statement of Financial Position

AS AT DECEMBER 31, 2024

	2024	2023
Financial Assets		
Cash and cash equivalents (Note 4)	27,346,757	29,729,967
Accounts receivable (Note 5)	3,015,104	3,054,309
Investments (Note 6)	75,645,303	63,087,268
Reserve deposits (Note 7)	1,944,899	2,016,885
Financial assets before member municipalities	**107,952,063**	**97,888,429**
Loans receivables (Note 8 and 12)	**59,759,192**	**56,327,068**
	167,711,255	**154,215,497**
Financial Liabilities		
Accounts payable and accrued liabilities (Note 9)	5,753,859	5,829,480
Deferred revenue (Note 10)	611,317	98,970
Asset Retirement Obligations (Note 11)	31,530,989	29,806,612
Debt (Note 12)	7,302,223	10,144,684
Other liabilities (Note 13)	2,879,303	2,923,047
Financial liabilities before member municipalities	**48,077,691**	**48,802,793**
Other debt (Note 8 and 12)	**59,759,192**	**56,327,068**
	107,836,883	**105,129,861**
Net Financial Assets	**59,874,372**	**49,085,636**
Non-Financial Assets		
Tangible capital assets (Note 14)	83,656,881	76,161,915
Prepaid expenses	285,269	284,050
	83,942,150	**76,445,965**
Accumulated Surplus (Note 15 and 16)	**143,816,522**	**125,531,601**
Accumulated surplus is comprised of:		
Accumulated operating surplus	144,257,101	126,206,946
Accumulated remeasurement gains (losses)	(440,579)	(675,345)
	143,816,522	**125,531,601**

COVID-19 (Note 18)
Growing Communities Fund (Note 19)
Capacity Funding for Housing Initiatives (Note 20)
Contingent liabilities (Note 21)
Budget (Note 22)
Municipal pension plan (Note 23)
Related parties (Note 24)
Comparative figures (Note 25)
Segment reporting (Note 26)

Leonard Hiebert

Chairperson

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

Peace River Regional District

Statement of Operations and Accumulated Surplus

FOR THE FISCAL YEARS ENDED DECEMBER 31

	2024 Budget (Note 22)	2024	2023
Revenue (Schedule 1)			
Requisitions	38,971,172	38,971,172	37,269,182
Grants-in-lieu	1,139,589	2,059,463	1,953,075
Interest Income	-	5,004,599	3,908,286
Unrealized Gain (Loss)	-	234,766	229,913
Fees, Charges, and Other	8,439,693	10,976,404	9,591,589
Government Transfers (Note 17)	1,283,625	1,088,667	529,804
	49,834,079	**58,335,071**	**53,481,849**
Expenses (Schedule 1)			
General Government	34,094,285	9,542,883	7,873,877
Environmental Services	9,863,326	11,345,524	29,971,473
Protective Services	5,795,388	5,120,885	4,921,870
Planning and Development	2,058,917	1,341,902	1,038,451
Recreation and Culture	15,235,313	14,425,579	12,774,605
Sewer Utilities	1,417,810	1,705,281	1,928,663
Water Utilities	1,246,561	1,160,027	845,203
	69,711,600	**44,642,081**	**59,354,142**
Annual Operating Surplus (Deficit), Before Other	**(19,877,521)**	**13,692,990**	**(5,872,293)**
Other			
Government transfers related to capital (Note 17)	4,726,497	4,591,931	6,831,906
Member municipalities interest received	3,786,638	3,834,776	3,722,829
Less: Member municipalities interest expense	(3,786,638)	(3,834,776)	(3,722,828)
	4,726,497	**4,591,931**	**6,831,907**
Annual Operating Surplus (Deficit)	**(15,151,024)**	**18,284,921**	**959,614**
Accumulated Surplus, Beginning of Year	**125,531,601**	**125,531,601**	**124,571,987**
Accumulated Surplus, End of Year (Note 15 and 16)	**110,380,577**	**143,816,522**	**125,531,601**

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

Peace River Regional District

Statement of Remeasurement Gains and Losses

FOR THE FISCAL YEARS ENDED DECEMBER 31

	2024	2023
Accumulated remeasurement gains (losses) at beginning of year	**(675,345)**	**(1,262,983)**
Unrealized gains (losses) attributable to:		
Portfolio Investments	234,766	229,913
Amounts reclassified to the statement of operations:		
Portfolio Investments	-	357,725
Net remeasurement gains and (losses) for the year	**234,766**	**587,638**
Accumulated remeasurement gains (losses) end of year	**(440,579)**	**(675,345)**

Peace River Regional District

Statement of Change in Net Financial Assets

FOR THE FISCAL YEARS ENDED DECEMBER 31

	2024 Budget (Note 22)	2024	2023
Annual Surplus	**(15,151,024)**	**18,284,921**	**959,614**
Change in tangible capital assets	(23,659,752)	(10,795,399)	(7,545,126)
Amortization of tangible capital assets	-	3,659,809	3,275,001
Change in prepaid expense	-	(1,219)	(147,666)
Loss on disposals	-	94,643	20,791
Other non-cash charges to operations	-	(454,019)	(583,091)
Change in net financial assets	**(38,810,776)**	**10,788,736**	**(4,020,477)**
Net Financial Assets, Beginning of Year	**49,085,636**	**49,085,636**	**53,106,113**
Net Financial Assets, End of Year	**10,274,860**	**59,874,372**	**49,085,636**

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

Peace River Regional District

Statement of Cash Flows

FOR THE FISCAL YEARS ENDED DECEMBER 31

	2024	2023
Operating		
Annual Surplus	18,284,921	959,614
Non-cash items:		
Amortization	3,659,809	3,275,001
Loss (gain) on disposals	94,643	20,791
Unrealized investment (gains) losses	(234,766)	(229,913)
Other non-cash items	(454,019)	(583,091)
Decrease (increase) in non-cash assets:		
Accounts receivables	39,205	(291,336)
Prepaid expenses	(1,219)	(147,666)
Increase (decrease) in non-cash liabilities:		
Accounts payable and accrued liabilities	(75,621)	1,259,935
Deferred revenue	512,347	57,944
Landfill closure and post-closure care	1,724,377	22,251,569
Other liabilities	(43,744)	63,033
	23,505,933	**26,635,881**
Financing		
Change in reserve deposits	71,986	(43,907)
Repayment of debt	(2,842,461)	(2,942,763)
Change in municipal debt	3,432,124	(1,402,557)
Decrease in municipal debt charges recoverable	(3,432,124)	1,402,557
	(2,770,475)	**(2,986,670)**
Capital		
Sale (purchase) of tangible capital assets	**(10,795,399)**	**(7,545,126)**
Investing		
Increase in investments	**(12,323,269)**	**(3,061,100)**
Change in cash and cash equivalents	**(2,383,210)**	**13,142,985**
Cash and cash equivalents, beginning of year	**29,729,967**	**16,586,982**
Cash and cash equivalents, end of year	**27,346,757**	**29,729,967**

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

Peace River Regional District

Notes to the Financial Statements

FOR THE FISCAL YEARS ENDED DECEMBER 31

The accompanying notes are an integral part of these financial statements. The following explains the significant accounting policies and reporting principles underlying these statements. The notes also provide relevant supplementary information and explanations.

1. The Peace River Regional District

The Peace River Regional District (the "Regional District") was incorporated on October 31, 1987 under the provisions of the Local Government Act, a statute of the Province of British Columbia. The Regional District provides regional services such as: protective services, environmental services, community planning and development, recreation and culture, water and sewer utilities, debt and general government operations. Per the province of British Columbia, the Regional District has three roles: provide regional wide services, provide inter-municipal or sub-regional services, and act as the general local government for electoral areas. A key responsibility of the Regional District is to provide debt financing to member municipalities through the Municipal Finance Authority of British Columbia (MFA).

The Regional District is governed by a twelve-member Board of Directors representing seven member municipalities and four electoral areas. The Directors also serve as members of the Peace River Regional Hospital District. The board votes on resolutions and bylaws governing the region on all matters delegated to regional districts under provincial statutes.

2. Significant Accounting Policies

The financial statements of the Regional District are prepared by management in accordance with Canadian Public Sector Accounting Standards (PSAS) as recommended by the Public Sector Accounting Board of Chartered Professional Accountants of Canada. Significant accounting policies adopted by the Regional District are as follows:

(a) Reporting entity

The financial statements include all the assets, liabilities, accumulated surplus, revenue and expenses of the Regional District's service activities and funds.

(b) Basis of accounting

The Regional District follows the accrual method of accounting for revenue and expenses. Revenues are accounted for in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/ or the creation of a legal obligation to pay. Inter-entity balances and transactions are eliminated.

(c) Cash and cash equivalents

Cash is held by the Regional District in its general bank, MFABC Money Market Fund, and other high-interest savings accounts.

(d) Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period.

Significant estimates include assumptions used in estimating useful lives of tangible capital assets, estimating provisions for accrued liabilities, estimating the remaining useful life of the landfill and related post-closure liability as well as estimating the costs associated with the retirement, decommissioning or otherwise removing certain assets from productive service and in performing actuarial valuations of employee future benefits. Actual results could differ from these estimates.

(e) Requisitions

The Regional District requisitions taxation from each member municipality and the electoral areas for their portion for services for which they participate. These requisitions are levied through the municipalities and the Province's Surveyor of Taxes (for electoral areas) to tax-payers and funds are provided to the Regional District by August 1 of each year.

(f) Employee future benefits

The Regional District and its employees make contributions to the Municipal Pension Plan ("The Plan"), as a multi-employer, defined benefit pension plan. Contributions are expensed as incurred.

(g) Government transfers

Government transfers are transfers of monetary assets to the Regional District that are not the result of an exchange transaction, a direct financial return, or is expected to be repaid in the future. Government transfers, which include legislative grants, are recognized as revenue in the financial statements when the transfer is authorized, and any eligibility criteria have been met and reasonable estimates of amounts can be determined.

If transfer stipulations give rise to an obligation that meets the definition of a liability, the resulting liability is deferred in the financial statements and recognized in the Statement of Operations as the stipulation liabilities are settled.

(h) Loans receivable

Loans receivable consists of amounts that are recoverable from member municipalities or other local governments with respect to outstanding debentures or other long-term debt pursuant to annexation orders or joint capital undertakings. These recoveries are recorded at a value that equals the offsetting portion of the unmatured long-term debt, less actuarial requirements for the retirement of any sinking fund debentures.

(i) Asset Retirement Obligations

An asset retirement obligation liability is recognized when all the following criteria are met as at the financial reporting date:

• There is a legal obligation to incur retirement costs in relation to a tangible capital asset;

• The past transaction or event giving rise to the liability has occurred;
• It is expected that future economic benefits will be given up; and
• A reasonable estimate of the amount can be made.

Liabilities are recognized for statutory, contractual, or legal obligations associated with the retirement of tangible capital assets when those obligations arise from the acquisition, construction or development and normal use of an asset. Asset retirement obligation liabilities for the closure and post-closure care of landfill sites, facilities containing asbestos, well and holding pond decommissioning, and post lease requirements are initially recognized at the best estimate of future expenses.

For assets in productive use. asset retirement obligations are discounted using present value methodology and recorded as a liability with an annual adjustment for accretion expense. As a result, there is a corresponding increase to the associated tangible capital asset which is then expensed over the useful life of the tangible capital asset in accordance with the policies outlined in (n i). For assets that are no longer in productive use or were never recorded, the liability is offset against accretion expense in the period. In subsequent periods, the liability is adjusted for any changes in the amount or timing of the underlying future cash flows.

(j) Financial instruments

The Regional District recognizes its financial instruments when the Regional District becomes party to the contractual provisions of the financial assets and liabilities originated and issued in a related party transaction with management. Financial instruments consist of cash, portfolio investments, receivables, debt and accounts payable.

Unless otherwise noted, it is management's opinion that the Regional District is not exposed to significant interest rate, currency or credit risk from these financial instruments.

(k) Debt and other debt

The Regional District's long-term debt and the member municipalities long-term debt are recorded net of repayments and actuarial adjustments.

(l) Demand notes

The Regional District's debt instruments through the MFA require execution of demand notes. Management has reported the demand notes as contingent liabilities in compliance with PSAS.

(m) Segmented Information

The Regional District's segments are distinguishable activities or groups of activities for which it is reasonable to separately report financial information. The Regional District provides segmented information in schedules to the financial statements.

(n) Non-financial assets

Non-financial assets are held for use in the provision of goods and services but are not available to discharge existing liabilities. These assets may have a useful life extending beyond the current year and are not intended for sale in the ordinary course of the Regional District's operations.

(i) Tangible capital assets

Tangible capital assets are recorded at cost, which includes amounts that are directly attributable to the acquisition, construction, development or betterment of the asset.

The cost, less the residual value of the tangible capital asset (excluding land), is amortized on a straight-line basis over the estimated useful life as follows:

Land	---
Parks Infrastructure	15 years
Buildings	30 - 50 years
Equipment (machinery and other)	10 - 15 years
Equipment (vehicles)	10 - 20 years
Equipment (computers)	5 years
Water and Sewer Utilities	40 years
Solid Waste	25 - 100 years
Transfer Stations	50 years

Tangible capital assets, including assets under construction, are recorded at cost. Amortization is charged over the asset's useful life and commences when the asset is acquired. Full amortization is charged in the year of acquisition and no amortization is charged in the year of disposal. Assets under construction are not amortized until the assets are available for use.

(ii) Contributions of tangible capital assets

Contributed tangible capital assets are recognized at fair value (using various methods such as actual developer costs, appraisals, assessed values or professional estimates) at the date of contribution and are also recognized as revenue. When an estimate of fair market value cannot be made, the tangible capital asset is recognized at a nominal value.

(o) Revenue recognition

Revenue from transactions with performance obligations is recognized when (or as) the performance obligation is satisfied.

Revenue from transactions with no performance obligations is recognized when:

(a) a transaction or event has occurred; and
(b) the Regional District expects to obtain future economic benefits

3. Change in Accounting Policy

Effective January 1, 2024, the Regional District adopted Canadian Public Sector Accounting Standard PS 3400, Revenue. The new accounting standard differentiates between revenue arising from transactions with performance obligations (exchange transactions) and transactions that do not have performance obligations (non-exchange transactions). The standard was adopted on a prospective basis at the date of adoption resulting in no changes to accumulated surplus or annual surplus for comparative years as presented.

Effective January 1, 2024, the Regional District adopted Canadian Public Sector Accounting Standard PS 3160 Public Private Partnerships. The new accounting standard establishes

guidelines for the recognition, measurement, presentation, and disclosure of infrastructure procured through certain types of public private partnership arrangements. The Regional District does not currently engage in these types of partnerships, and as such, adoption of the standard has no impact on the financial statements.

4. Cash and cash equivalents

	2024	2023
Cash	9,648,361	2,150,933
Cash equivalents	17,698,396	27,579,034
	27,346,757	**29,729,967**

The Regional District's cash is held for general operations and delivery of regional services. The cash is held at a Canadian chartered bank and earns interest at the current prevailing rates.

Cash equivalents are held in High Interest Savings Accounts (HISA). Investments with an original maturity of three months or less are considered cash equivalents.

5. Accounts receivable

	2024	2023
Provincial government	5,256	13,056
Goods and services tax	437,843	332,082
Trade receivables	1,274,084	1,885,252
Other	1,297,921	823,919
	3,015,104	**3,054,309**

6. Investments

	2024	2023
MFABC	12,014,639	11,626,265
MFABC Unrealized Gain/(Loss)	(440,577)	(675,343)
	11,574,062	**10,950,922**
Canaccord Investments	25,398,471	36,624,694
BMO	10,964,322	10,377,879
Scotiabank	20,372,937	5,133,773
CIBC	7,335,511	-
	75,645,303	**63,087,268**

The Regional District has invested in Guaranteed Investment Certificates (GIC) managed by Canaccord Genuity Corp., Scotiabank, CIBC and the Bank of Montreal. The interest accrued and the interest rates on these investments vary as follows:

Investment Description	Principal	Interest	Purchase Date	Maturity Date	Interest Rate
GIC - BSHORE	$5,767,165	$38,640	10/25/2024	10/26/2026	3.65%
GIC - PROSPERA CU	6,181,076	119,185	7/31/2024	7/31/2026	4.60%
GIC - PROSPERA CU	8,123,701	165,156	7/31/2024	7/31/2025	4.85%
GIC - SUNSHINE COAST	5,000,000	3,548	12/24/2024	12/24/2025	3.70%
	$25,071,942	**$326,529**			
GIC - BMO	$5,505,033	$168,816	10/06/2024	10/06/2025	5.46%
GIC - BMO	$5,285,781	$4,692	12/23/2024	12/23/2025	3.60%
GIC - SCOTIABANK	$7,000,000	$126,192	08/14/2024	02/14/2025	4.70%

GIC - SCOTIABANK	$6,000,000	$124,849	07/30/2024	07/30/2025	4.90%
GIC - SCOTIABANK	$7,000,000	$121,896	08/14/2024	02/17/2026	4.54%
GIC - CIBC	$7,000,000	$335,511	02/15/2024	02/18/2025	5.45%
	$37,790,814	**$881,956**			

The Regional District also has financial assets held by MFABC in various accounts that earn between 3.32-4.61 percent.

7 . Reserve deposits

	2024	2023
Member municipalities - MFA Debt Reserve Deposits		
MFA Debt Resv Dep - District of Chetwynd	51,052	49,334
MFA Debt Resv Dep - City of Dawson Creek	492,685	624,091
MFA Debt Resv Dep - City of Fort St John	859,781	797,227
MFA Debt Resv Dep - District of Taylor	35,828	-
MFA Debt Resv Dep - District of Tumbler Ridge	-	34,068
	1,439,346	**1,504,720**
Regional district- MFA Debt Reserve Deposits		
MFA Debt Resv Dep - Regional District	505,553	512,165
	505,553	**512,165**
	1,944,899	**2,016,885**

With respect to amounts financed through the MFA, the Regional District is required to pay annual installments of principal and interest relative to any borrowing for its own purposes and on behalf of member municipalities. This amount may be paid either in full or in an amount of cash equal to 1% of the principal amount borrowed together with a non-interest bearing demand note for the balance.

If, at any time, the MFA does not have sufficient funds to meet payments or sinking fund contributions due on its obligations, the payments or sinking fund contributions shall be made from the Debt Reserve Fund. The demand notes payable to the MFA and receivable from member municipalities are callable only if there are additional requirements to be met to maintain the level of the debt reserve fund.

The Regional District debt, under provisions of the Local Government Act, is a direct, joint and several liability of the Regional District and each member municipality within the Peace River Regional District. The demand notes on all debt are contingent in nature and therefore, excluded from the Statement of Financial Position under the provisions of PS 3300 Contingent Liability (Note 21).

8. Loans receivables

	2024	2023
Dawson Creek	17,996,047	21,542,235
Chetwynd	2,910,899	3,098,950
Fort St. John	35,307,927	31,488,116
Tumbler Ridge	-	197,767
Taylor	3,544,319	-
	59,759,192	**56,327,068**

Under the Local Government Act and Community Charter, member municipalities are required to secure borrowing arrangements with the MFA through the Regional District. Under these terms, member municipalities are required to pay the Regional District amounts required to discharge their obligations respectively. Any default in payment is the liability of the Regional District.

9. Accounts payable and accrued liabilities	2024	2023
Federal governments	4,406	3,018
Grants in-aid	25,703	25,703
Employee vacation and banked overtime	72,005	68,550
Trade Payables	5,262,714	4,875,532
Other	389,031	856,677
	5,753,859	**5,829,480**

10. Deferred revenue	December 31, 2023	Externally restricted inflows	Revenue earned	December 31,2024
Bldg Insp-Demo & Temp Deposits	10,500	229,399	(13,425)	226,474
Deferred Revenue - Various	65,409	339,981	47,610	357,780
Deferred Revenue - Water Credits	23,061	95,681	(91,679)	27,063
	98,970	**665,061**	**(152,714)**	**611,317**

Monies received for specific purposes that are externally restricted by legislation, regulation or agreement and are not available for general purposes are accounted for as deferred revenue on the Statement of Financial Position. The revenue is recognized on the Statement of Operations in the period when related expenses are incurred and/or services performed and certain stipulations have been met.

11. Asset Retirement Obligations

The Regional District owns and operates the following assets that have asset retirement obligations associated with them:

Landfill Obligation

The Ministry of Environment and Climate Change Strategy (MoECCS) Landfill Criteria for Municipal Solid Waste outlines regulations for the closure and care of both active and inactive landfill sites. These requirements encompass activities such as final covering and landscaping, leachate treatment and monitoring, groundwater and surface water monitoring, gas monitoring and recovery, and ongoing maintenance of various control and drainage systems. Estimated liabilities for closure and post-closure care are based on assumptions and information available to management, covering a period ranging from 100 – 200 years depending on the capacity of the landfill. Future events may alter these estimates, leading to adjustments in recognized liabilities as changes in estimates occur.

Estimated total expenses represent the sum of the discounted future cash flows for closure and post-closure monitoring activities using an assumed rate of 3.09% (2023 – 3.05%) for inflation and a discount factor of 2.9% (2023 – 2.8%). The Regional District currently has three active and 27 inactive landfill sites.

11. Asset Retirement Obligations (continued)

Landfills	2024	2023
Fort St. John	17,194,400	16,134,277
Bessborough	6,647,492	6,272,257
Chetwynd	5,028,474	4,832,967
Dawson Creek	134,457	152,205
Closed	390,561	460,833
	29,395,384	**27,852,539**

Well and Holding Pond Decommissioning

The Groundwater Protection Regulation provides specific guidelines for decommissioning wells and holding ponds which give rise to a retirement obligation. The Regional District must recognize an asset retirement obligation related to seven wells and two holding ponds owned by the Regional District that will be required to be decommissioned at the end of life. The asset retirement obligation associated with the decommissioning of these wells and holding ponds is currently valued at $380,676 (2023 - $318,844).

Asbestos Obligation

AAsbestos and other designated hazardous materials represent a health hazard upon disturbance and as a result carry a legal obligation to remove them when a facility undergoes a significant renovation or demolition. The Regional District owns and operates several facilities that are known to have asbestos and as a result recognized an obligation relating to the removal of the hazardous materials that will be required at the end of life. The asset retirement obligation associated with the removal of asbestos and other hazardous materials within facilities is currently valued at $1,712,992 (2023 - $1,594,628).

End of Lease Requirements

Lease agreements often contain requirements for the lessee to return the leased property to its pre-lease condition. End of lease work meets the criteria of an asset retirement obligation under PS 3280, and in the Regional District's case, liabilities have been recognized in association with removing bins and signage, gravel pad cleanup, and gravel pad restoration at unattended bin sites. The asset retirement obligation associated with end of lease requirements is currently valued at $41,937 (2023 - $40,601).

Asset Retirement Obligations	Landfill Obligation	Well/Holding Pond Decommissioning	Asbestos Abatement	End of Lease Requirements	Balance
Opening	27,852,539	318,844	1,594,628	40,601	29,806,612
Accretion Expense	1,542,845	61,832	118,364	1,336	1,724,377
Closing Balance at Dec 31, 2024	**29,395,384**	**380,676**	**1,712,992**	**41,937**	**31,530,989**

12. Debt and other debt

	2024	2023
South Peace Multiplex	1,167,695	2,301,380
Chetwynd Recreation Centre	2,729,472	3,132,084
Buick Creek Arena	885,224	1,015,799
Solid Waste	1,657,998	2,401,668
Dawson Creek/Pouce Coupe Fire	63,570	90,489
911 Emergency Telephone System	798,264	1,203,264
	7,302,223	**10,144,684**
Member municipality debt		
Chetwynd	2,910,899	3,098,950
Dawson Creek	17,996,047	21,542,235
Fort St. John	35,307,927	31,488,116
Taylor	3,544,319	-
Tumbler Ridge	-	197,767
	59,759,192	**56,327,068**
	67,061,415	**66,471,752**

Under the Local Government Act, the Regional District and member municipalities can secure financing for certain capital expenditures as noted above.

The following are the borrowing issues from MFA for the Regional District, which is comprised of the debt of the Regional District and its member municipalities.

Issue No.	SI Bylaw	Interest Rate	Maturity Date	Regional District	Member Municipality	Balance at Dec 31,2024
ISSUE-0095	Bylaw 1540 & 1596	4.9/0.91	Oct-25	1,167,695	20,606	1,188,301
ISSUE-0097	Bylaw 1618	1.53	Apr-26	-	87,846	87,846
ISSUE-0101	Bylaw 1693 & 1695	3.39	Apr-27	-	765,439	765,439
ISSUE-0102	Bylaw 1729 & 1737	3.90	Dec-27/Dec-37	-	8,615,794	8,615,794
ISSUE-0103	Bylaw 1777	3.79	Apr-28/Apr-38	-	5,684,046	5,684,046
ISSUE-0105	Bylaw 1840 & 1844	2.25	June-24/June-29	-	192,940	192,940
ISSUE-0110	Bylaw 1879, 1880, 1882	1.28	Apr-30	3,614,696	165,382	3,780,078
ISSUE-0118	Bylaw 1998 & 2000	3.39	Apr-32	-	161,582	161,582
ISSUE-0121	Bylaw 2024	3.39	Oct-32	-	1,973,148	1,973,148
ISSUE-0126	Bylaw 2084	3.85	Sep-33	-	3,002,674	3,002,674
ISSUE-0130	Bylaw 2138 & 2142	3.00	Oct-24/Oct-34	-	277,571	277,571
ISSUE-0131	Bylaw 2188 & 2192	2.20	Apr-25/Apr-35	-	1,226,207	1,226,207
ISSUE-0133	Bylaw 2209 & 2210	2.75	Oct-25/Oct-35	-	8,783,108	8,783,108
ISSUE-0141	Bylaw 2270 & 2280	2.80	Apr-27/Apr-37	-	1,130,630	1,130,630
ISSUE-0142	Bylaw 2281 & 2293	3.15	Oct-27/Oct-37	1,657,998	1,564,163	3,222,161
ISSUE-0145	Bylaw 2313	3.15	Apr-38	-	825,270	825,270
ISSUE-0147	Bylaw 2347	2.66	Apr-39	-	311,570	311,570
ISSUE-0157	Bylaw 2469 & 2470	3.36	Apr-32/Apr-42	-	10,176,706	10,176,706
ISSUE-0158	Bylaw 2488	4.09	Sep-42	-	150,117	150,117
ISSUE-0159	Bylaw 2497	4.15	Jun-33	-	4,570,830	4,570,830
ISSUE-0162	Bylaw 2549 &2552	3.83	Sep-44	-	10,073,563	10,073,563
				6,440,389	**59,759,192**	**66,199,581**
Equipment Financing		5.63	Sep-26	63,570		63,570
Short-Term Financing		5.61	Dec-27	798,264		798,264
				7,302,223	**59,759,192**	**67,061,415**

12. Debt and other debt (continued)

The principal repayments and actuarial amounts recognized on the total debt outstanding for future years is as follows:

Year	Regional District	Member Municipality	Total
2025	2,285,098	5,809,280	8,094,378
2026	1,158,098	5,734,728	6,892,826
2027	1,958,499	5,881,903	7,840,402
2028	611,845	4,561,594	5,173,439
2029	633,260	4,159,058	4,792,318
"2030 & Thereafter"	655,423	33,612,629	34,268,052
Total	**7,302,223**	**59,759,192**	**67,061,415**

13. Other Liabilities

	2024	2023
Accrued interest	934,404	906,162
Debt reserves	1,944,899	2,016,885
	2,879,303	**2,923,047**

14. Tangible Capital Assets

Tangible Capital Assets	2023 Cost	Current Additions	Disposals	2024 Cost	2023 Accumulated Amortization	Disposals	Current Amortization	2024 Accumulated Amortization	2024 Net Book Value	2023 Net Book Value
Land	1,032,660	-	-	1,032,660	-	-	-	-	1,032,660	1,032,660
Buildings	37,158,649	7,243,256	-	44,401,905	17,963,643	-	1,070,023	19,033,666	25,368,239	19,195,006
Equipment										
Computer	879,467	127,553	(70,203)	936,817	605,259	(70,203)	152,419	687,475	249,342	274,208
Machinery & other	4,655,970	2,160,468	(132,405)	6,684,033	3,000,906	(129,589)	455,004	3,326,321	3,357,712	1,655,064
Vehicles	4,958,857	526,640	(74,062)	5,411,435	2,217,346	(49,224)	320,659	2,488,781	2,922,654	2,741,511
Solid Waste	29,685,877	6,370,075	(14,287)	36,041,665	6,055,953	(8,572)	1,130,526	7,177,907	28,863,758	23,629,924
Parks	584,660	90,619	(192,407)	482,872	341,717	(101,788)	21,928	261,857	221,015	242,943
Sewer	20,822,724	2,259,110	-	23,081,834	7,926,630	-	434,183	8,360,813	14,721,021	12,896,094
Water	4,222,555	53,518	-	4,276,073	659,045	-	75,067	734,112	3,541,961	3,563,510
Work in progress	10,930,995	(7,552,476)	-	3,378,519	-	-	-	-	3,378,519	10,930,995
	114,932,414	**11,278,763**	**(483,364)**	**125,727,813**	**38,770,499**	**(359,376)**	**3,659,809**	**42,070,932**	**83,656,881**	**76,161,915**

Total contributed Tangible Capital Assets received during the year was $0 (2023 - $0).

15. Reserve Funds

	2024	2023
Capital Reserves:		
F500- Solid Waste Capital Reserve	9,384,981	7,842,578
F245- NP Leisure Pool Bldg Reserve	4,243,998	4,037,933
F255- Chetwynd Arena Capital Reserve	2,861,305	2,569,794
F245- NP Leisure Pool Capital Reserve	2,711,146	2,049,164
F240- Chetwynd Pool Capital Reserve	2,533,231	3,321,562
F100- Building Capital Reserve	2,060,952	379,386
F315- Charlie Lake Fire Dept Capital Reserve	1,156,042	937,485
F601- Charlie Lake Sewer Capital Reserve	828,394	765,827
F325- DC/PC Fire Capital Reserve	781,226	603,032
F601- CL Truck Rec. Facility Capital Res	564,300	536,901
F601- CL Treatment/Disposal Capital Res	417,727	397,445
F265- Buick Creek Arena Capital Reserve	390,089	391,493
F305- 911 Emerg. Capital Reserve	365,825	407,672
F601- Charlie Lake DCC Capital Reserve	357,770	340,398
F200- Regional Parks Capital Reserve	331,871	241,928
F320- Chetwynd Rural Fire Capital Res	308,295	244,106
F160- Fleet Vehicle Capital Reserve	236,863	195,866
F335- MLFD Apparatus Capital Reserve	212,579	202,257
F702- Area B Potable H2O Capital Reserve	169,773	161,529
F603- FSJ Sewer Capital Reserve	139,962	128,503
F605- Harper Sewer Capital Reserve	134,792	98,563
F225- Kelly Lake Community Hall Capital	114,640	88,812
F602- Chilton Sewer Capital Reserve	104,398	79,641
F290- Chetwynd Library Capital Reserve	92,998	88,483
F604- Friesen Sewer Capital Reserve	84,898	61,087
F606- Kelly Lake Sewer Capital Reserve	78,501	55,001
F607- Rolla Sewer Capital Reserve	76,750	53,335
F701- FSJ Airport Sub Capital Reserve	50,159	42,802
F335- MLFD Capital Reserve	22,226	21,147
	30,815,691	**26,343,730**
Special Purpose Operating Reserves:		
F120- Leg- EA Gas Tax Spec Op Reserve	6,427,133	6,783,673
F120- Leg- EA Rural Loan Spec Op Res	5,946,169	5,657,456
F120- Leg- EA PRA Area C Spec Op Reserve	4,464,750	4,689,585
F120- Leg- EA PRA Area D Spec Op Reserve	3,587,763	2,947,928
F500- Landfill Closure Spec Op Reserve	3,271,207	2,595,566
F120- Leg- EA PRA Area B Spec Op Reserve	3,052,541	2,430,731
F120- Leg- EA F/S Area E Spec Op Reserve	3,031,219	2,911,132
F120- Leg- EA PRA Area E Spec Op Reserve	2,973,816	2,412,084
F100- Admin Growing Comm Spec Op Reserve	2,237,385	2,479,054
F120- Leg- EA F/S Area D Spec Op Reserve	1,641,444	2,097,470
F120- Leg- EA F/S Area B Spec Op Reserve	1,304,024	1,283,116
F120- Leg- EA PR Agrmt Spec Op Reserve	1,214,004	1,155,059
F120- Leg- EA F/S Area C Spec Op Reserve	1,086,137	1,056,697
F120- Leg- EA Green Carbon Spec Op Res	877,193	567,049

15. Reserve Funds (continued)	2024	2023
F120- Leg EA Area C CMA Spec Op Reserve	693,340	-
F120- Leg- EA Insurance Spec Op Reserve	542,619	516,273
F100 - Admin Feasibility Spec Op Reserve	330,642	388,595
F120- Leg EA- ISP Spec Op Reserve	-	312,443
F190- Seniors in Place Spec Op Reserve	320,846	206,827
F221- Sub Reg Rec Ins Spec Op Reserve	250,316	238,162
F120- Leg EA- Covid Spec Op Reserve	170,399	385,872
F120- Leg EA - BCR/PRA Spec Op Reserve	138,744	133,645
F110- Med. Scholarship Spec Op Reserve	120,570	114,716
F100- Admin- Election Spec Op Reserve	112,781	107,305
F170- Gotta Go Spec Op Reserve	77,784	-
F120- Leg Area C CMA Emerg. Spec Op Reserve	76,792	-
F525- North Pine TV Decom Spec Op Reserve	33,241	31,627
	43,982,859	**41,502,065**
Operating Maintenance Reserve:		
F500- Solid Waste Op Maint Reserve	4,132,871	3,932,202
F100- Admin - Human Res Op Maint Reserve	523,188	497,785
F702- Area B Potable H2O Op Maint Reserve	501,023	471,339
F100- Admin - IT Op Maint Reserve	454,083	104,827
F300- Emerg Planning Op Maint Reserve	422,436	453,980
F255- Chetwynd Arena Op Maint Reserve	226,552	85,139
F400- Mgmt of Develop Op Maint Reserve	218,850	208,224
F601- CL Sewer Op Maint Reserve	201,262	169,145
F200- Regional Parks Op Maint Reserve	172,630	84,823
F240- Chet Leisure Cnt Op Maint Reserve	169,773	161,529
F245- NP Leisure Pool Op Maint Reserve	168,073	53,843
F265- Buick Creek Arena Op Maint Reserve	162,405	154,519
F315- Charlie Lake Fire Op Maint Reserve	143,221	116,579
F100- Admin - Finance Op Maint Reserve	131,245	124,872
F520- Weeds Op Maint Reserve	127,007	120,840
F605- Harper Sewer Op Maint Reserve	92,404	73,151
F345- Tomslake Fire Op Maint Reserve	70,314	42,290
F701- FSJ Water Op Maint Reserve	51,969	42,457
F260- Clearview Arena Op Maint Reserve	98,464	93,683
F603- FSJ Sewer Op Maint Reserve	82,879	64,771
F225- Kelly Lake Hall Op Maint Reserve	43,414	29,799
F602- Chilton Sewer Op Maint Reserve	38,896	37,007
F604- Friesen Sewer Op Maint Reserve	30,698	29,208
F305- 911 Emergency Tel Op Maint Reserve	30,000	-
F290 - Chet Library Op Maint Reserve	27,173	25,853
F430- Rolla Dyking Op Maint Reserve	1,735	1,651
F320- Chet Rural Fire Op Maint Reserve	1,536	1,461
F607- Rolla Sewer Op Maint Reserve	1,251	1,190
F607- Kelly Lake Sewer Op Maint Reserve	975	928
	8,326,327	**7,183,095**
	83,124,877	**75,028,890**

The Regional Districts Capital reserves were established by bylaw under section 377 of the Local Government Act. Legislation requires that money in the reserve fund must be used for the purpose for which the fund was established. The legislation allows for the establishment of operating and capital reserves which are important funding sources for the Regional District.

16. Accumulated Surplus

	2024	2023
Unappropriated surplus (deficit)	10,483,791	25,172,338
Reserve funds (Note 15)	83,124,877	75,028,890
Equity in tangible capital assets	50,207,854	25,330,373
	143,816,522	**125,531,601**

17. Government Transfers

	2024	2023
Operations		
Province of British Columbia	1,088,667	529,804
Capital		
Province of British Columbia	-	2,475,280
Federal	979,689	1,109,329
Other	3,612,242	3,247,297
	4,591,931	**6,831,906**
	5,680,598	**7,361,710**

Government transfers, which include legislative grants, are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that the transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when the transfer stipulations give rise to a liability. Transfer revenue is recognized in the Statement of Operations and Accumulated Surplus as the stipulation liabilities are settled.

The Regional District has received Growing Communities funding of $0 (2023 - $2,383,000) from the Province of British Columbia. The Growing Communities funding is reported under government transfers operating as provincial conditional funds. The use of the funding is established by a letter of direction form the BC Ministry of Municipal Affairs. Growing Communities funding may be used towards qualifying expenditures as specified in the letter of direction. The Regional District maintains the amounts in a statutory reserve (see Note 15 and 19).

18. COVID-19

	2024	2023
Opening balance	385,872	530,518
Add: Interest Earned	14,444	20,992
	400,316	**551,510**
Less: Amounts spent in the year	(229,917)	(165,638)
Closing balance	**170,399**	**385,872**

The SARS-CoV-2 (COVID-19) outbreak was declared a pandemic by the World Health Organization and has had a significant global financial and economic impact. For the reporting date December 31, 2024, the COVID-19 is considered by management as a non-adjusting event. Consequently,

there is no impact on the recognition and measurement of assets and liabilities. The following provides additional details of the COVID-19 financial transactions within Note 15.

19. Growing Communities Fund

The Regional District has received an increase in cash flow as a result of government transfers to address unique infrastructure and amenity demands.

	2024	2023
Opening balance	2,479,054	-
Add: Amounts received in the year	-	2,383,000
Interest Earned	122,039	96,054
	2,601,093	**2,479,054**
Less: Amounts spent in the year	(363,708)	-
Closing balance	**2,237,385**	**2,479,054**

20. Capacity Funding for Housing Initiatives

In 2024, The Regional District received an increase in cash flow as a result of government transfers to support activities and projects to meet the new legislative requirements arising from Bill 44 Housing Statutes (Residential Development) Amendment Act, Bill 46 Housing Statutes (Development Financing) Amendment Act, and Bill 47 Housing Statutes (Transit-Oriented Areas) Amendment Act.

	2024	2023
Opening balance	-	-
Add: Amounts received in the year	217,309	-
Less: Amounts spent in the year	(78,921)	-
Closing balance	**138,388**	**-**

21. Contingent liability

The Regional District has a contingent liability with respect to the MFA Debt Reserve Fund Demand Note. As a condition of the borrowing undertaken by the Regional District, the Regional District was required to contribute to the MFA Debt Reserve through a demand note. The demand note will only be recorded as an asset and liability if a local government defaults on the loan obligation. Upon this action of the default, the MFA may call the outstanding demand notes, at which point the demand notes then become an asset and a liability. Once the defaulting local government repays in full the defaulted position, the MFA will refund all called demand notes. it is generally unlikely that the funds will be demanded by the MFA; therefore, the contingent liability has not been recorded in the financial statements.

22. Budget

The Regional District's 2024 - 2028 budget was adopted on March 21, 2024 as part of the Five Year Financial Plan Bylaw No. 2546, 2024. The Regional District prepares its budget with consideration of revenues and expenditures without accrual adjustments. The Financial Statements are based on the Peace River Regional District's Financial Plan Amendment Bylaw No. 2575, 2025 adopted March 20, 2025. The Regional District experienced material changes to capital and operating projects, and operating expenditure overages, therefore the amended budget more accurately reflects the operations of the period. The Regional District's 2024 budget in the financial statements is adjusted for transactions such as debt and capital projects, which do not meet the definitions of revenues and expenditures under Canadian Public Sector Accounting Standards.

The following is a reconciliation between the budgeted amounts approved in the Financial Plan and presented in the financial statements:

2024 Annual Surplus Per Financial Plan Bylaw #2575		-
2024 Annual Surplus as Per Financial Statements		**(15,151,024)**
Revenue:		
Transfer from Surplus	13,432,338	
Transfer from Reserve	38,348,110	
Debt Servicing - Member Municipalities	4,663,051	
Internal Charges	1,185,219	
Total Revenue Budget		**57,628,718**
Expense:		
Debt Servicing - Member Municipalities	4,663,051	
Debt Servicing - Regional District	2,065,981	
Transfer to Reserve	10,932,463	
Capital	23,659,752	
Internal Charges	1,156,447	
Total Expense Budget		**42,477,694**
2024 Annual Surplus After Adjustments		-

23. Municipal Pension Plan

The Peace River Regional District and its employees contribute to the Municipal Pension Plan (a jointly trusted pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employers defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2023, the plan had about 256,000 active members and approximately 129,000 retired members. Active members include approximately 45,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2021, indicated a $3,761 million funding surplus for basic pension benefits on a going concern basis.

The next valuation will be as at December 31, 2024.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and costs to individual employers participating in the plan.

The Regional District paid $456,749 (2023 - $386,807) for employer contributions, while employees contributed $416,422 (2023 - $353,022) to the plan in fiscal 2024.

24. Related party transactions

During the year, the Peace River Regional District provided administration and accounting services of $30,000 (2023 - $30,000) to the Peace River Regional Hospital District.

25. Comparative figures

Certain prior year figures, presented for comparative purposes, have been reclassified to conform to the current year's financial statement presentation.

26. Segment reporting

The Regional District provides services to its members, that have been grouped into related departmental functions or service areas for segment reporting purposes. The various segments are as follows:

General Government

This segment is comprised of services that relate to the legislative function as well as the administrative and financial management of the Regional District. Legal administration, grants, records management, human resources management, information technology and elections all fall within General Government services.

Environmental Services

This segment administers services including solid and liquid waste management, recycling, invasive plant control and developing the Peace River Regional District's Corporate Energy and Emissions Plan.

Protective Services

This segment includes the revenue and expenses associated with fire protection and emergency services.

Planning and Development

This segment administers services related to long range and current community planning, geographical information services, building inspections, bylaw enforcement, and building inspection services.

Recreation and Culture

This segment administers services that relate to the recreational and cultural activities and organizations within the Regional District including swimming pools, community halls, and leisure centres.

Sewer Utilities

This segment is comprised of services for providing sewer services.

Water Utilities

This segment is comprised of services for providing water services.

Peace River Regional District

Schedule 1. Revenue and Expenses by Segment

FOR THE FISCAL YEARS ENDED DECEMBER 31

	Budget	General Government	Environmental Services	Protective Services	Planning and Development	Recreation and Culture	Sewer Utilities	Water Utilities	2024 Total	2023 Total
Revenue										
Requisitions	38,971,172	7,928,349	9,340,600	4,777,803	733,972	14,683,709	446,009	1,060,730	38,971,172	37,269,182
Grants-in-lieu	1,139,589	874,551	864,367	99,374	54,037	167,134	-	-	2,059,463	1,953,075
Interest Income	-	3,084,216	800,649	170,852	10,626	746,758	154,159	37,339	5,004,599	3,908,286
Unrealized Gain (Loss)	-	234,766	-	-	-	-	-	-	234,766	229,913
Fees, Charges and Other	8,439,693	1,554,570	5,315,960	335,923	311,979	2,508,691	801,180	148,101	10,976,404	9,591,589
Government Transfers	6,010,122	4,663,007	25,000	494,809	197,782	300,000	-	-	5,680,598	7,361,711
	54,560,576	**18,339,459**	**16,346,576**	**5,878,761**	**1,308,396**	**18,406,292**	**1,401,348**	**1,246,170**	**62,927,002**	**60,313,756**
Expenses										
Wages and Payroll	8,808,388	4,048,123	721,859	643,739	892,684	509,005	203,542	69,675	7,088,627	6,168,006
Advertising	348,484	68,116	8,667	5,819	5,944	29,676	-	-	118,222	145,644
Banking Fees and Interest	1,303,191	1,448	207,571	52,790	2,172	953,998	3,492	2,850	1,224,321	1,307,759
Studies, Committees, and Meetings	747,015	111,327	56,653	164,322	28,919	5,185	-	327	366,733	366,057
Professional Services	750,905	65,039	11,898	44,668	104,241	38,759	9,141	16,000	289,746	202,028
Repair and Maintenance	925,388	215,168	10,304	162,281	-	27,073	26,898	-	441,724	509,928
Insurance	502,006	97,707	25,836	99,742	8,297	177,440	45,655	13,879	468,556	377,261
Office and Supplies	1,481,482	413,648	716,601	219,560	5,031	2,390	1,068	26,688	1,384,986	1,169,112
Grants and Scholarships	27,150,083	1,429,060	-	11,000	-	3,555,179	-	-	4,995,239	3,891,888
Operations	7,946,939	-	177,206	-	-	6,738,914	27,757	292,470	7,236,347	7,200,829
Phone and Internet	448,969	243,582	24,312	187,372	4,440	4,404	2,785	-	466,895	399,122
Travel, Meals, and Memberships	468,679	217,740	16,821	51,513	16,552	8,871	1,858	743	314,098	245,226
Consulting Fees	471,375	172,734	401	-	84,570	-	36,414	-	294,119	101,878
Miscellaneous	5,821,336	720,286	1,787,294	720,863	177,459	613,916	775,129	52,591	4,847,538	5,290,848
Contracting Fees	12,184,070	1,393,445	4,703,359	2,212,485	11,593	497,542	50,248	524,001	9,392,673	8,289,344
Amortization	-	261,984	1,198,333	509,827	-	1,167,122	446,475	76,068	3,659,809	3,275,001
Utilities	353,290	41,488	46,208	34,904	-	19,730	74,819	22,903	240,052	179,535
Accretion	-	41,988	1,632,201	-	-	76,375	-	61,832	1,812,396	20,234,676
	69,711,600	**9,542,883**	**11,345,524**	**5,120,885**	**1,341,902**	**14,425,579**	**1,705,281**	**1,160,027**	**44,642,081**	**59,354,142**
Net Revenue (Expenditure)	**(15,151,024)**	**8,796,576**	**5,001,052**	**757,876**	**(33,506)**	**3,980,713**	**(303,933)**	**86,143**	**18,284,921**	**959,614**

financial statistics

Peace River Regional District

Statement of Operations

	2020	2021	2022	2023	2024
Revenue					
Requisition From Members	29,415,672	27,680,275	32,007,367	37,269,182	38,971,172
Interest Income	1,395,904	569,477	2,009,526	3,908,286	5,004,599
Unrealized Gain (Loss)			(1,262,983)	229,913	234,766
Other Revenue	9,143,499	8,728,638	10,644,412	9,591,589	10,976,404
Government Grants	6,851,778	7,800,464	7,982,847	9,314,785	7,740,061
Gain on Disposal of Capital Assets	19,193	7,730	315,657		
	46,826,046	**44,786,584**	**51,696,826**	**60,313,755**	**62,927,002**
Expenses by Function					
Administration	6,030,873	5,963,318	7,717,923	7,703,575	9,542,883
Environmental Health Services	13,629,289	11,839,303	8,530,146	29,971,473	11,345,524
Planning and Development	1,783,876	1,317,774	1,074,578	1,238,551	1,341,902
Protective Services	3,743,144	3,869,457	4,219,629	4,921,870	5,120,885
Recreation and Culture	11,554,402	11,717,681	11,915,673	12,774,605	14,425,579
Water and Sewer Utility Services	2,673,980	2,310,081	2,252,175	2,744,068	2,865,308
	39,415,564	**37,017,614**	**35,710,124**	**59,354,142**	**44,642,081**
Expenses by Object					
Wages and Benefits	5,286,304	5,806,997	6,203,530	6,168,006	7,088,627
Operations and Maintenance	6,298,943	6,573,340	6,988,547	7,714,706	7,678,071
Contract for Services	7,577,661	7,058,257	7,483,954	8,289,344	9,392,673
Amortization	2,886,240	2,610,572	2,828,553	3,275,001	3,659,809
Grants & Conditional Transfers	4,076,791	3,667,327	4,188,987	3,891,888	4,995,239
Other	13,289,625	11,301,121	8,016,553	9,780,521	10,015,266
Accretion				20,234,676	1,812,396
	39,415,564	**37,017,614**	**35,710,124**	**59,354,142**	**44,642,081**
Accumulated Surplus, Beginning of the Year	**93,405,833**	**100,816,315**	**108,585,285**	**124,571,987**	**125,531,601**
Annual Surplus	**7,410,482**	**7,768,970**	**15,986,702**	**959,614**	**18,284,921**
Accumulated Surplus, End of the Year	**100,816,315**	**108,585,285**	**124,571,987**	**125,531,601**	**143,816,522**

Peace River Regional District

Tax Assessments

	2020	2021	2022	2023	2024
Electoral Area B					
Land	627,799,392	617,496,764	648,431,559	682,109,806	708,846,705
Improvements	2,780,099,901	2,755,024,687	2,896,281,825	3,110,096,269	3,360,482,221
	3,407,899,293	**3,372,521,451**	**3,544,713,384**	**3,792,206,075**	**4,069,328,926**
Electoral Area C					
Land	502,572,620	476,648,287	487,703,618	515,408,028	525,212,551
Improvements	1,045,301,556	1,029,902,569	1,104,162,859	1,165,510,458	1,231,404,505
	1,547,874,176	**1,506,550,856**	**1,591,866,477**	**1,680,918,486**	**1,756,617,056**
Electoral Area D					
Land	358,243,681	343,310,384	379,266,796	390,828,809	400,783,337
Improvements	1,896,651,702	1,950,255,734	2,031,406,436	2,156,180,707	2,263,290,379
	2,254,895,383	**2,293,566,118**	**2,410,673,232**	**2,547,009,516**	**2,664,073,716**
Electoral Area E					
Land	212,473,225	206,615,324	211,929,022	245,727,617	248,412,361
Improvements	1,269,701,901	1,295,965,559	1,435,749,238	1,619,651,021	1,834,507,975
	1,482,175,126	**1,502,580,883**	**1,647,678,260**	**1,865,378,638**	**2,082,920,336**
District of Hudson's Hope					
Land	34,710,851	32,003,932	29,798,031	30,290,233	35,625,099
Improvements	153,035,425	152,151,728	160,078,612	177,189,853	190,420,882
	187,746,276	**184,155,660**	**189,876,643**	**207,480,086**	**226,045,981**
Village of Pouce Coupe					
Land	23,926,467	24,141,515	23,859,102	21,843,506	22,707,796
Improvements	69,064,119	68,094,499	72,815,086	73,536,746	79,810,482
	92,990,586	**92,236,014**	**96,674,188**	**95,380,252**	**102,518,278**
District of Tumbler Ridge					
Land	50,886,321	50,219,823	52,556,999	59,348,665	65,179,755
Improvements	283,663,277	273,369,791	291,916,575	297,711,767	338,769,737
	334,549,598	**323,589,614**	**344,473,574**	**357,060,432**	**403,949,492**
City of Dawson Creek					
Land	471,965,685	463,905,502	446,774,256	452,876,308	437,789,429
Improvements	1,268,661,111	1,269,571,934	1,365,934,935	1,450,457,957	1,453,514,029
	1,740,626,796	**1,733,477,436**	**1,812,709,191**	**1,903,334,265**	**1,891,303,458**
City of Fort St. John					
Land	1,373,679,879	1,219,603,304	1,343,611,354	1,426,443,214	1,352,246,547
Improvements	2,259,781,731	2,296,310,042	2,400,689,670	2,522,446,250	2,607,610,760
	3,633,461,610	**3,515,913,346**	**3,744,301,024**	**3,948,889,464**	**3,959,857,307**
District of Chetwynd					
Land	58,432,978	62,058,764	58,822,008	60,590,540	63,229,455
Improvements	292,745,903	296,463,927	311,550,638	332,256,546	338,588,766
	351,178,881	**358,522,691**	**370,372,646**	**392,847,086**	**401,818,221**
District of Taylor					
Land	50,924,059	50,800,702	52,090,827	52,031,261	53,653,541
Improvements	183,862,463	178,389,548	182,449,988	195,368,488	188,077,048
	234,786,522	**229,190,250**	**234,540,815**	**247,399,749**	**241,730,589**

Peace River Regional District

Debt

	2020	2021	2022	2023	2024
Gross Outstanding Long-term Debt Beginning of Year:					
Regional District	22,132,808	16,740,480	14,280,260	12,987,447	10,144,684
Member Municipalities	62,693,799	57,322,763	51,753,533	57,729,625	56,327,068
	84,826,607	**74,063,243**	**66,033,793**	**70,717,072**	**66,471,752**
Add: New Debt					
Regional District		151,600	1,608,264		
Member Municipalities			11,765,724	5,000,000	10,073,563
Less: Principal Payments and Actuarial Adjustments for Debt					
Regional District	5,392,328	2,611,820	2,901,077	2,842,763	2,842,461
Member Municipalities	5,371,036	5,569,230	5,789,632	6,402,557	6,641,439
Net Long-term Debt End of Year	**74,063,243**	**66,033,793**	**70,717,072**	**66,471,752**	**67,061,415**
General	16,496,150	14,066,865	12,987,447	10,144,684	7,302,223
Sewer	244,330	213,395	-		
Water					
Member Municipalities	57,322,763	51,753,533	57,729,625	56,327,068	59,759,192
Net Long-term Debt	**74,063,243**	**66,033,793**	**70,717,072**	**66,471,752**	**67,061,415**
Property Tax Supported	3,226,025	3,171,669	3,171,669	2,865,265	2,775,501
Sewer Utility	37,992	37,992	211,521		
Water Utility					
Total Long-term Debt Servicing Costs *	**3,264,017**	**3,209,661**	**3,383,190**	**2,865,265**	**2,775,501**
Total Expenses (excluding Municipality Debt payments)	**39,415,564**	**37,017,614**	**35,710,124**	**59,354,142**	**44,642,081**
Population	62,942	62,942	61,532	61,532	61,532
Net Long-term Debt per Capita	1177	1049	1149	1080	1090
Long-term Debt Servicing per Capita *	52	51	55	47	45
Long-term Debt Service as % of Expenses *	8.28%	8.67%	9.47%	4.83%	6.22%
Financial Assets	**128,390,180**	**129,765,452**	**138,848,813**	**154,215,497**	**167,711,255**
Financial Liabilities	**88,050,450**	**82,399,189**	**85,742,700**	**105,129,861**	**107,836,883**
Net Financial Assets/(Net Debt)	**40,339,730**	**47,366,263**	**53,106,113**	**49,085,636**	**59,874,372**

* Does not include Debt Servicing for Municipal Debt

Peace River Regional District

Property Tax Collection

	2020	2021	2022	2023	2024
City of Dawson Creek	1,860,642	1,744,963	1,551,604	1,715,758	1,673,291
City of Fort St. John	2,686,699	2,574,245	2,885,111	3,614,193	3,724,029
District of Chetwynd	1,148,043	1,013,882	1,033,895	1,072,434	1,115,409
District of Hudson's Hope	195,470	178,210	205,526	240,602	253,311
District of Tumbler Ridge	385,918	285,886	328,406	358,799	382,032
District of Taylor	222,387	179,782	204,628	234,529	242,770
Village of Pouce Coupe	85,698	81,302	91,384	95,973	98,895
Electoral Area B	2,641,220	2,196,880	2,846,694	3,399,768	3,559,736
Electoral Area C	633,629	574,369	687,887	818,371	863,670
Electoral Area D	1,416,169	1,278,541	2,131,960	1,896,310	1,801,489
Electoral Area E	1,105,945	1,022,981	1,295,547	1,625,043	1,632,819
General Property Taxes	12,381,820	11,131,041	13,262,642	15,071,780	15,347,451
Local Service Area	17,033,852	16,549,234	18,744,725	22,197,402	23,623,721
Total Annual Property Tax	29,415,672	27,680,275	32,007,367	37,269,182	38,971,172

Peace River Regional District

Acquisition of Tangible Capital Assets

	2020	2021	2022	2023	2024
Acquisition of Tangible Capital Assets	6,913,396	3,338,788	13,173,959	8,143,162	11,278,763

Peace River Regional District

Reserves

	2020	2021	2022	2023	2024
General	53,217,734	62,986,215	64,711,641	72,693,406	80,455,893
Water	69,777	70,790	532,208	718,127	772,924
Sewer	1,100,325	1,114,899	1,258,758	1,617,357	1,896,060
	54,387,836	64,171,904	66,502,607	75,028,890	83,124,877

Peace River Regional District

Staff and Other Stats

	2020	2021	2022	2023	2024
Number of Full-Time Staff	48	47	46	45	56
Northeast BC Unemployment Rate	7.0%	4.2%	3.5%	4.9%	5.9%

Key Industry Sectors:

Agriculture
Tourism
Manufacturing
Oil and Gas
Hydro-electric power generation
Forestry
Mining

PRRD Financial Statements and
Annual Reports are available online.
Visit prrd.bc.ca/services/finance

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Peace River Regional District Official Page
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PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: FN-BRD-341

From: Financial Administration Date: July 17, 2025

Subject: 2025 Second Quarter Financial Update

RECOMMENDATION: *[Corporate Unweighted]*

That the Regional Board receive the report titled "2025 Second Quarter Financial Update – FN-BRD-341" which gives a high-level overview of 2025 revenue and expenses to date for each of the Peace River Regional District's functions, for information.

BACKGROUND/RATIONALE:

The 2025 Second Quarter Financial Update provides the current overall revenue and expenses for each function as of June 30, 2025. Providing quarterly financial updates to the Regional Board demonstrates that the Peace River Regional District (PRRD) is functioning in a prudent and effective manner, and within the Regional Board approved 2025 Financial Plan. Implementing quarterly reporting to the Regional Board began in 2021 as part of the 2019 – 2022 Strategic Plan.

ALTERNATIVE OPTIONS:

1. That the Regional Board provides further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan

FINANCIAL CONSIDERATION(S):

Wages for Community Services, Protective Services, Field Services, Environmental Services, Corporate Services, and Finance staff are recorded to Function 100 – Administration, Function 120 – Legislative – Electoral Areas, Function 200 – Regional Parks, Function 300 – Emergency Planning, Function 500 – Solid Waste, and Function 520 – Invasive Plants. Periodically throughout the year, the wage costs are then allocated out to other functions based on staff time spent on each function. Wage allocations have not yet been allocated in 2025 due to finance department staff constraints; therefore, some functions have higher than normal wages, benefits, and WCB, others have no wages, benefits, or WCB expenses.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

None at this time.

Attachment:

1. 2025 Second Quarter Financial Update

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

100 Administrative

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(4,972,790.00)	(4,972,790.00)	
Total 1-0010 Requisition	(4,972,790.00)	(4,972,790.00)	
1-0030 Grants			
01-1-0030-0000 General		(36,500.00)	36,500
01-1-0030-0031 Provincial Grants-in-lieu	(102.46)	(500,000.00)	499,898
01-1-0030-0034 Municipal Grants-in-lieu		(500.00)	500
01-1-0030-0037 Provincial Conditional		(25,000.00)	25,000
Total 1-0030 Grants	(102.46)	(562,000.00)	561,898
1-0040 Recovery of Costs			
01-1-0040-0000 General - Recovery of Costs	(5,277.85)		(5,278)
01-1-0040-0040 Administration Fees	(800,471.00)	(802,475.00)	2,004
Total 1-0040 Recovery of Costs	(805,748.85)	(802,475.00)	(3,274)
1-0070 Investment Income			
01-1-0070-0000 General - Investment Income	(206,721.21)		(206,721)
Total 1-0070 Investment Income	(206,721.21)		(206,721)
1-0080 Miscellaneous			
01-1-0080-0120 Cash Short/Over-Misc	3.75		4
Total 1-0080 Miscellaneous	3.75		4
1-0120 Administration			
01-1-0120-0040 Administration Fees		(30,000.00)	30,000
01-1-0120-0123 Sale of assets	(14,179.46)		(14,179)
Total 1-0120 Administration	(14,179.46)	(30,000.00)	15,821
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(3,658,793.00)	(3,658,793.00)	
01-1-0140-0146 Covid Reserve	(19,992.50)	(169,408.00)	149,416
Total 1-0140 Transfer from Reserves	(3,678,785.50)	(3,828,201.00)	149,416
TOTAL REVENUES	**(9,678,323.73)**	**(10,195,466.00)**	**517,142**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		260,879.00	(260,879)
01-2-1000-1030 Benefits	3,187.70	75,927.00	(72,739)
01-2-1000-1040 WCB		4,974.00	(4,974)
01-2-1000-2030 Phone/Internet	20,366.46	38,000.00	(17,634)
01-2-1000-2050 Miscellaneous	576.49		576
01-2-1000-2065 Insurance - Property	22,278.00	24,800.00	(2,522)
01-2-1000-2070 Insurance - Liability	27,916.01	30,655.00	(2,739)
01-2-1000-2110 R&M - Buildings	23,842.79	155,000.00	(131,157)
01-2-1000-2111 R&M - Health & Safety	12,364.08	8,000.00	4,364

General Operating Fund

100 Administrative

	2025 Actuals	2025 6. Board Approved	Variance
01-2-1000-2120 R&M - Equipment	7,657.97	10,000.00	(2,342)
01-2-1000-2130 R&M - Machinery		500.00	(500)
01-2-1000-2150 Electricity	11,730.57	24,000.00	(12,269)
01-2-1000-2160 Natural Gas	4,852.59	18,000.00	(13,147)
01-2-1000-2180 Utilities - Other	4,534.14	3,000.00	1,534
01-2-1000-3010 Travel	308.57	2,619.00	(2,310)
01-2-1000-3016 Mileage	528.55	2,300.00	(1,771)
01-2-1000-3020 Meals	357.14	1,624.00	(1,267)
01-2-1000-3030 Training & Development	753.42	3,598.00	(2,845)
01-2-1000-3035 PRRD internal events	1,047.32	35,000.00	(33,953)
01-2-1000-3040 Conferences & Seminars	579.06	3,083.00	(2,504)
01-2-1000-3050 Memberships	5,753.47	9,000.00	(3,247)
01-2-1000-3060 Meetings	22.74		23
01-2-1000-3100 Contract for Services	42,023.94	139,339.00	(97,315)
01-2-1000-4010 Rent/Lease	15,534.48	33,000.00	(17,466)
01-2-1000-4425 Software and Software Licensing	76,527.83	139,985.00	(63,457)
01-2-1000-5010 Advertising Services	288.75		289
01-2-1000-5030 Legal Services	23,545.02	60,000.00	(36,455)
01-2-1000-5110 Supplies - Warehouse	26,498.11	15,000.00	11,498
01-2-1000-5120 Supplies - Office	38,285.05	65,000.00	(26,715)
01-2-1000-5130 Miscellaneous Equipment	206.39		206
01-2-1000-5140 Minor Capital	279.27	30,000.00	(29,721)
Total 2-1000 General Expenditures	371,845.91	1,193,283.00	(821,437)
2-1100 Administration			
01-2-1100-1110 Banking Fees	809.08	3,500.00	(2,691)
01-2-1100-1140 Audit Fees	23,500.00	28,740.00	(5,240)
Total 2-1100 Administration	24,309.08	32,240.00	(7,931)
2-1150 Allocations			
01-2-1150-1190 PRRD Vehicles	85,816.00	85,816.00	
Total 2-1150 Allocations	85,816.00	85,816.00	
2-1200 Finance			
01-2-1200-1010 Wages - Full Time (FIN)	371,264.56	808,240.00	(436,975)
01-2-1200-1020 Wages - Part Time (FIN)	35,714.04	106,430.00	(70,716)
01-2-1200-1030 Benefits (FIN)	110,808.60	253,800.00	(142,991)
01-2-1200-1040 WCB (FIN)	8,861.78	17,943.00	(9,081)
01-2-1200-3010 Travel (FIN)	1,956.41	7,000.00	(5,044)
01-2-1200-3016 Mileage - in region (FIN)	283.20	1,300.00	(1,017)
01-2-1200-3020 Meals (FIN)		1,500.00	(1,500)
01-2-1200-3030 Training & Development (FIN)	4,869.56	18,000.00	(13,130)
01-2-1200-3040 Conferences & Seminars (FIN)	1,425.00	2,500.00	(1,075)
01-2-1200-3050 Memberships (FIN)	5,431.81	6,000.00	(568)
01-2-1200-3060 Meetings (FIN)		500.00	(500)

General Operating Fund

100 Administrative

	2025 Actuals	2025 6. Board Approved	Variance
01-2-1200-3100 Contract for Services (FIN)		15,000.00	(15,000)
01-2-1200-4400 Upgrades - Software		15,000.00	(15,000)
01-2-1200-4425 Software & Software Licencing (FIN)	64,469.28	82,000.00	(17,531)
01-2-1200-5010 Advertising Services (FIN)	105.00	800.00	(695)
01-2-1200-5020 Consulting Services (FIN)	14,000.00	70,000.00	(56,000)
01-2-1200-5030 Legal Service (FIN)		10,000.00	(10,000)
01-2-1200-5120 Supplies - Office (FIN)	441.43	5,000.00	(4,559)
Total 2-1200 Finance	619,630.67	1,421,013.00	(801,382)
2-1300 Corporate Services			
01-2-1300-1010 Wages - Full Time (CORP)	413,543.72	912,639.00	(499,095)
01-2-1300-1020 Wages - Part Time (CORP)	3,417.92	8,000.00	(4,582)
01-2-1300-1030 Benefits (CORP)	100,741.15	275,404.00	(174,663)
01-2-1300-1040 WCB (CORP)	8,949.36	19,278.00	(10,329)
01-2-1300-3016 Mileage (CORP)		1,000.00	(1,000)
01-2-1300-3020 Meals (CORP)		500.00	(500)
01-2-1300-3030 Training & Development (CORP)	10,789.37	21,250.00	(10,461)
01-2-1300-3050 Memberships (CORP)	230.24	500.00	(270)
01-2-1300-3060 Meetings (CORP)	339.59		340
01-2-1300-3100 Contract for Services (CORP)	15,238.85	103,500.00	(88,261)
01-2-1300-5120 Supplies - Office (CORP)	2,064.03	2,700.00	(636)
Total 2-1300 Corporate Services	555,314.23	1,344,771.00	(789,457)
2-1400 IT			
01-2-1400-1010 Wages - Full Time (IT)	197,320.27	445,078.00	(247,758)
01-2-1400-1030 Benefits (IT)	56,040.37	133,523.00	(77,483)
01-2-1400-1040 WCB (IT)	4,290.06	9,347.00	(5,057)
01-2-1400-1190 PRRD Vehicles (IT)		2,035.00	(2,035)
01-2-1400-2030 Internet Fibre Service	10,593.00	30,000.00	(19,407)
01-2-1400-2120 IT Managed Service Provider	53,769.40	116,800.00	(63,031)
01-2-1400-3010 Travel (IT)	102.86	8,500.00	(8,397)
01-2-1400-3016 Mileage - In region (IT)		812.00	(812)
01-2-1400-3020 Meals - In region (IT)	418.09	1,350.00	(932)
01-2-1400-3030 Training & Development (IT)	3,733.59	3,900.00	(166)
01-2-1400-3040 Conferences & Seminars (IT)		3,875.00	(3,875)
01-2-1400-3050 Memberships (IT)	338.80	500.00	(161)
01-2-1400-3060 Meetings (IT)		780.00	(780)
01-2-1400-3100 Contract for Services (IT)		3,500.00	(3,500)
01-2-1400-4405 Network Infrastructure	33,038.54	111,700.00	(78,661)
01-2-1400-4410 Computer Equipment Refresh	71,545.00	87,800.00	(16,255)
01-2-1400-4415 EOC Technology		40,500.00	(40,500)
01-2-1400-4425 Software and Software Licensing	112,597.08	186,300.00	(73,703)
01-2-1400-4430 Technology supplies and maintenance	11,117.38	29,150.00	(18,033)
01-2-1400-5020 Consulting Services (IT)	75.00	114,000.00	(113,925)

General Operating Fund

100 Administrative

	2025 Actuals	2025 6. Board Approved	Variance
01-2-1400-5120 Supplies - Office (IT)		2,653.00	(2,653)
01-2-1400-8120 Transfer to Operating Reserve (IT)	20,000.00	20,000.00	
Total 2-1400 IT	574,979.44	1,352,103.00	(777,124)
2-1500 HR			
01-2-1500-0000 General (HR)	897.25	5,150.00	(4,253)
01-2-1500-1010 Wages - Full Time (HR)	34,405.02	92,700.00	(58,295)
01-2-1500-1030 Benefits (HR)	10,991.67	27,810.00	(16,818)
01-2-1500-1040 WCB (HR)	752.70	1,530.00	(777)
01-2-1500-3030 Training & Development (HR)	2,429.94	5,000.00	(2,570)
01-2-1500-4425 Software and Software Licensing (HR)		30,000.00	(30,000)
01-2-1500-4600 Labour Relations (HR)	32,053.91	200,000.00	(167,946)
01-2-1500-4605 Recruitment (HR)	6,678.44	103,000.00	(96,322)
01-2-1500-5010 Advertising Services (HR)	7,786.46	66,950.00	(59,164)
01-2-1500-5020 Consulting Services (HR)	3,570.00	30,000.00	(26,430)
01-2-1500-5030 Legal Services (HR)	4,280.00	51,500.00	(47,220)
Total 2-1500 HR	103,845.39	613,640.00	(509,795)
2-1800 Communications			
01-2-1800-1010 Wages - Full Time (COM)	99,753.41	257,034.00	(157,281)
01-2-1800-1030 Benefits (COM)	27,452.47	77,110.00	(49,658)
01-2-1800-1040 WCB (COM)	2,153.85	5,398.00	(3,244)
01-2-1800-3010 Travel (COM)		3,100.00	(3,100)
01-2-1800-3016 Mileage (COM)	102.86	4,600.00	(4,497)
01-2-1800-3020 Meals - Communications		3,250.00	(3,250)
01-2-1800-3030 Training & Development (COM)	4,298.44	29,300.00	(25,002)
01-2-1800-3050 Memberships (COM)	1,169.43	3,410.00	(2,241)
01-2-1800-3100 Contract for services (COM)	24,154.63	141,502.00	(117,347)
01-2-1800-4425 Software and Software Licensing (COM)	41,630.11	78,926.00	(37,296)
01-2-1800-4435 Website Mnt. & Upgrades (COM)	20,104.14	39,922.00	(19,818)
01-2-1800-5010 Advertising Services (COM)	19,598.40	49,616.00	(30,018)
01-2-1800-5012 Board specific mailouts, ads, etc. (COM)		18,540.00	(18,540)
01-2-1800-5013 Corporate Displays (COM)		20,000.00	(20,000)
01-2-1800-5014 Corporate Promotional Items (COM)		9,000.00	(9,000)
01-2-1800-5017 Regional Promotion/Marketing (COM)	13,733.94	39,995.00	(26,261)
01-2-1800-5120 Supplies - Office (COM)	186.87	700.00	(513)
Total 2-1800 Communications	254,338.55	781,403.00	(527,064)
2-1850 OHS			
01-2-1850-1010 Wages - Full Time (OHS)	50,709.63	110,811.00	(60,101)
01-2-1850-1030 Benefits (OHS)	13,284.09	33,243.00	(19,959)
01-2-1850-1040 WCB (OHS)	1,107.80	2,327.00	(1,219)
01-2-1850-3016 Mileage (OHS)	4,937.12	8,000.00	(3,063)
01-2-1850-3020 Meals (OHS)	1,142.88	3,500.00	(2,357)
01-2-1850-3030 Training & Development (OHS)	1,038.08	13,000.00	(11,962)

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

100 Administrative

	2025 Actuals	2025 6. Board Approved	Variance
01-2-1850-3040 Conferences & Seminars (OHS)	810.11	1,500.00	(690)
01-2-1850-3060 Meetings (OHS)		500.00	(500)
01-2-1850-3100 Contract for Services (OHS)	693.71	9,000.00	(8,306)
01-2-1850-5020 Consulting (OHS)		23,500.00	(23,500)
01-2-1850-5115 Supplies (OHS)	136.43	10,000.00	(9,864)
Total 2-1850 OHS	73,859.85	215,381.00	(141,521)
2-8100 Transfers to Reserve			
01-2-8100-8110 Capital Reserve	3,155,816.00	3,155,816.00	
Total 2-8100 Transfers to Reserve	3,155,816.00	3,155,816.00	
TOTAL EXPENDITURES	**5,819,755.12**	**10,195,466.00**	**(4,375,711)**
OPERATING SURPLUS/DEFICIT	**(3,858,568.61)**		**(3,858,569)**
CAPITAL REVENUES			
7-0010 Requisition			
01-7-0010-0015 Requisition	(414,809.00)	(414,809.00)	
Total 7-0010 Requisition	(414,809.00)	(414,809.00)	
7-0020 Surplus/Deficit			
01-7-0020-0020 Surplus/Deficit	(1,518,180.00)	(1,518,180.00)	
Total 7-0020 Surplus/Deficit	(1,518,180.00)	(1,518,180.00)	
7-0140 Transfers from Reserve			
01-7-0140-0141 Capital Reserve		(286,176.00)	286,176
Total 7-0140 Transfers from Reserve		(286,176.00)	286,176
TOTAL CAPITAL REVENUES	(1,932,989.00)	(2,219,165.00)	286,176
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
01-8-8500-8501 Furniture, Fixtures, Equipment		209,380.00	(209,380)
01-8-8500-8505 Buildings	251,981.09	1,688,950.00	(1,436,969)
01-8-8500-8506 Land		10,000.00	(10,000)
01-8-8500-8508 IT Infrastructure	26,640.50	310,835.00	(284,195)
Total 8-8500 Capital Expenditures	278,621.59	2,219,165.00	(1,940,543)
TOTAL CAPITAL EXPENDITURES	278,621.59	2,219,165.00	(1,940,543)
CAPITAL SURPLUS/DEFICIT	**(1,654,367.41)**		**(1,654,367)**

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

110 Legislative - Regional

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(393,603.00)	(393,603.00)	
Total 1-0010 Requisition	(393,603.00)	(393,603.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(8.95)	(22,000.00)	21,991
Total 1-0030 Grants	(8.95)	(22,000.00)	21,991
1-0040 Recovery of Costs			
01-1-0040-0000 General - Recovery of Costs	(13.88)		(14)
Total 1-0040 Recovery of Costs	(13.88)		(14)
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(295,563.00)	(295,563.00)	
Total 1-0140 Transfer from Reserves	(295,563.00)	(295,563.00)	
TOTAL REVENUES	**(689,188.83)**	**(711,166.00)**	**21,977**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		9,923.00	(9,923)
01-2-1000-1015 Wages - Directors	157,029.87	413,695.00	(256,665)
01-2-1000-1030 Benefits	10,640.79	30,000.00	(19,359)
01-2-1000-1040 WCB		209.00	(209)
01-2-1000-2030 Phone/Internet	4,276.97	11,250.00	(6,973)
01-2-1000-2050 Miscellaneous	285.96	3,000.00	(2,714)
01-2-1000-2070 Insurance - Liability	1,107.36	1,400.00	(293)
01-2-1000-2080 Insurance - AD&D	1,963.00	1,964.00	(1)
01-2-1000-3010 Travel	3,774.45	10,000.00	(6,226)
01-2-1000-3016 Mileage	10,577.38	30,000.00	(19,423)
01-2-1000-3020 Meals	476.20	4,000.00	(3,524)
01-2-1000-3030 Training & Development	710.95	3,800.00	(3,089)
01-2-1000-3035 PRRD internal events	924.80		925
01-2-1000-3040 Conferences & Seminars	369.01	15,000.00	(14,631)
01-2-1000-3050 Memberships	11,273.03	17,000.00	(5,727)
01-2-1000-3060 Meetings	16,363.23	66,800.00	(50,437)
01-2-1000-3100 Contract for Services		50,000.00	(50,000)
01-2-1000-5010 Advertising Services	1,926.90	4,000.00	(2,073)
01-2-1000-5030 Legal Services		10,000.00	(10,000)
01-2-1000-5040 Audio/Visual Services		10,000.00	(10,000)
Total 2-1000 General Expenditures	221,699.90	692,041.00	(470,341)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	9,925.00	9,925.00	
01-2-1150-1190 PRRD Vehicles		200.00	(200)

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

110 Legislative - Regional

	2025 Actuals	2025 6. Board Approved	Variance
Total 2-1150 Allocations	9,925.00	10,125.00	(200)
2-8100 Transfers to Reserve			
01-2-8100-8115 Operating Maintenance Reserve	9,000.00	9,000.00	
Total 2-8100 Transfers to Reserve	9,000.00	9,000.00	
TOTAL EXPENDITURES	**240,624.90**	**711,166.00**	**(470,541)**
OPERATING SURPLUS/DEFICIT	**(448,563.93)**		**(448,564)**
CAPITAL REVENUES			
7-0010 Requisition			
01-7-0010-0015 Requisition			
Total 7-0010 Requisition			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
01-8-8500-8508 IT Infrastructure			
Total 8-8500 Capital Expenditures			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

120 Legislative - Electoral Areas

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(544,977.00)	(544,977.00)	
Total 1-0010 Requisition	(544,977.00)	(544,977.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(15.37)		(15)
01-1-0030-0035 Gas Tax		(979,689.00)	979,689
01-1-0030-0037 Provincial Conditional		(8,000.00)	8,000
01-1-0030-0039 Peace River Agreement	(3,378,487.00)	(3,378,487.00)	
01-1-0030-0042 Site C Regional Legacy Benefits	(426,229.51)		(426,230)
Total 1-0030 Grants	(3,804,731.88)	(4,366,176.00)	561,444
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(560,000.00)	(560,000.00)	
01-1-0140-0142 Fair Share Reserve	(119,345.73)	(6,218,328.00)	6,098,982
01-1-0140-0143 Rural Loan Fund Reserve		(5,897,626.00)	5,897,626
01-1-0140-0144 Gas Tax Reserve	(170,186.02)	(3,390,816.00)	3,220,630
01-1-0140-0145 Peace River Agreement Reserve	(73,700.00)	(7,057,940.00)	6,984,240
01-1-0140-0146 Covid Reserve		(50,000.00)	50,000
01-1-0140-0147 BCR/PRA Reserve		(135,945.00)	135,945
Total 1-0140 Transfer from Reserves	(923,231.75)	(23,310,655.00)	22,387,423
TOTAL REVENUES	**(5,272,940.63)**	**(28,221,808.00)**	**22,948,867**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time	117,746.10	207,069.00	(89,323)
01-2-1000-1015 Wages - Directors	44,617.36	112,240.00	(67,623)
01-2-1000-1030 Benefits	38,492.14	93,499.00	(55,007)
01-2-1000-1040 WCB	2,577.13	4,218.00	(1,641)
01-2-1000-2030 Phone/Internet	288.90	1,200.00	(911)
01-2-1000-2065 Insurance - Property		500.00	(500)
01-2-1000-2070 Insurance - Liability	1,107.36	1,400.00	(293)
01-2-1000-3010 Travel	29,568.97	83,096.00	(53,527)
01-2-1000-3016 Mileage	3,133.46	10,000.00	(6,867)
01-2-1000-3020 Meals	5,157.23	16,920.00	(11,763)
01-2-1000-3030 Training & Development		6,297.00	(6,297)
01-2-1000-3040 Conferences & Seminars		1,059.00	(1,059)
01-2-1000-3050 Memberships	7,319.73	19,595.00	(12,275)
01-2-1000-3060 Meetings	292.81	13,000.00	(12,707)
01-2-1000-3100 Contract for Services		25,000.00	(25,000)
01-2-1000-5010 Advertising Services		75,000.00	(75,000)
01-2-1000-5020 Consulting Services		25,000.00	(25,000)

General Operating Fund

120 Legislative - Electoral Areas

	2025 Actuals	2025 6. Board Approved	Variance
01-2-1000-5030 Legal Services	1,133.67	25,000.00	(23,866)
01-2-1000-5050 Writing Services	46,380.00	178,200.00	(131,820)
01-2-1000-5056 Public Engagement		10,000.00	(10,000)
01-2-1000-5120 Supplies - Office	33.62	2,500.00	(2,466)
Total 2-1000 General Expenditures	297,848.48	910,793.00	(612,945)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	41,564.00	41,564.00	
01-2-1150-1190 PRRD Vehicles	320.00	320.00	
Total 2-1150 Allocations	41,884.00	41,884.00	
2-1750 Elections			
01-2-1750-0000 General Elections	14,635.93	40,000.00	(25,364)
01-2-1750-1010 Wages - Gen Elections	10,502.50		10,503
01-2-1750-1030 Benefits (Gen Elections)	722.52		723
01-2-1750-1040 WCB (Gen Elections)	217.40		217
Total 2-1750 Elections	26,078.35	40,000.00	(13,922)
2-1900 Roundtables Area B			
01-2-1900-0000 General-Roundtables Area B		10,000.00	(10,000)
Total 2-1900 Roundtables Area B		10,000.00	(10,000)
2-1901 Roundtables Area C			
01-2-1901-0000 General-Roundtables Area C		5,000.00	(5,000)
Total 2-1901 Roundtables Area C		5,000.00	(5,000)
2-1902 Roundtables Area D			
01-2-1902-0000 General-Roundtables Area D		12,500.00	(12,500)
Total 2-1902 Roundtables Area D		12,500.00	(12,500)
2-1903 Roundtables Area E			
01-2-1903-0000 General-Roundtables Area E		10,000.00	(10,000)
Total 2-1903 Roundtables Area E		10,000.00	(10,000)
2-3050 Community Projects - Area B			
01-2-3050-0000 General - Community Projects Area B	547.00	25,000.00	(24,453)
01-2-3050-2065 Insurance - Property - Area B	4,120.14	4,857.00	(737)
01-2-3050-6400 Safety & Tree Removal - Area B		7,000.00	(7,000)
Total 2-3050 Community Projects - Area B	4,667.14	36,857.00	(32,190)
2-3051 Community Projects - Area C			
01-2-3051-0000 General - Communtiy Projects Area C		25,000.00	(25,000)
01-2-3051-2065 Insurance - Property - Area C	1,886.03	2,214.00	(328)
Total 2-3051 Community Projects - Area C	1,886.03	27,214.00	(25,328)
2-3052 Community Projects - Area D			
01-2-3052-0000 General - Community Projects Area D		25,000.00	(25,000)
Total 2-3052 Community Projects - Area D		25,000.00	(25,000)
2-3053 Community Projects - Area E			
01-2-3053-0000 General - Community Projects Area E		25,000.00	(25,000)
01-2-3053-2065 Insurance Property - Area E	5,017.07	5,729.00	(712)

General Operating Fund

120 Legislative - Electoral Areas

	2025 Actuals	2025 6. Board Approved	Variance
01-2-3053-6400 Safety & Tree Removal - Area E		3,000.00	(3,000)
Total 2-3053 Community Projects - Area E	5,017.07	33,729.00	(28,712)
2-3100 Rural Grants-in-aid - Area B			
01-2-3100-8160 Grants from PRA Reserve - Area B		621,049.00	(621,049)
01-2-3100-8170 Payments from Rural Loan Fund - Area B		219,609.00	(219,609)
01-2-3100-8220 Grants from Gas Tax - Area B	204.08	171,946.00	(171,742)
01-2-3100-8230 Grants from Fair Share - Area B	15,344.00	717,365.00	(702,021)
Total 2-3100 Rural Grants-in-aid - Area B	15,548.08	1,729,969.00	(1,714,421)
2-3101 Rural Grants-in-aid - Area C			
01-2-3101-8160 Grants from PRA - Area C		93,128.00	(93,128)
01-2-3101-8170 Payments from Rural Loan Fund - Area C		219,609.00	(219,609)
01-2-3101-8220 Grants from Gas Tax - Area C	169,879.40	297,031.00	(127,152)
01-2-3101-8230 Grants from Fair Share - Area C	6,719.00	28,863.00	(22,144)
Total 2-3101 Rural Grants-in-aid - Area C	176,598.40	638,631.00	(462,033)
2-3102 Rural Grants-in-aid - Area D			
01-2-3102-8160 Grants from PRA - Area D	48,750.00	286,250.00	(237,500)
01-2-3102-8170 Payments from Rural Loan Fund - Area D		219,609.00	(219,609)
01-2-3102-8220 Grants from Gas Tax - Area D	102.54	66,786.00	(66,683)
01-2-3102-8230 Grants from Fair Share - Area D	97,282.73	727,565.00	(630,282)
Total 2-3102 Rural Grants-in-aid - Area D	146,135.27	1,300,210.00	(1,154,075)
2-3103 Rural Grants-in-aid - Area E			
01-2-3103-8160 Grants from PRA - Area E	16,250.00	535,480.00	(519,230)
01-2-3103-8170 Payments from Rural Loan Fund - Area E		219,609.00	(219,609)
01-2-3103-8220 Grants from Gas Tax - Area E		1,802,131.00	(1,802,131)
01-2-3103-8230 Grants from Fair Share - Area E		39,256.00	(39,256)
Total 2-3103 Rural Grants-in-aid - Area E	16,250.00	2,596,476.00	(2,580,226)
2-3105 Rural Grants-in-aid			
01-2-3105-8160 Grants from PRA Reserve	8,700.00	5,522,033.00	(5,513,333)
01-2-3105-8165 Grants from BCR		135,945.00	(135,945)
01-2-3105-8170 Payments from Rural Loan Fund		5,019,190.00	(5,019,190)
01-2-3105-8220 Grants from Gas Tax Reserve		1,052,922.00	(1,052,922)
01-2-3105-8230 Grants from Fair Share Reserve		4,705,279.00	(4,705,279)
Total 2-3105 Rural Grants-in-aid	8,700.00	16,435,369.00	(16,426,669)
2-8100 Transfers to Reserve			
01-2-8100-8100 Electoral Area C Community Measures			
01-2-8100-8115 Operating Maintenance Reserve	10,000.00	10,000.00	
01-2-8100-8122 Site C Regional Legacy Benefit	426,229.51		426,230
01-2-8100-8160 PRA Reserve	3,378,487.00	3,378,487.00	
01-2-8100-8220 Gas Tax Reserve		979,689.00	(979,689)
Total 2-8100 Transfers to Reserve	3,814,716.51	4,368,176.00	(553,459)
TOTAL EXPENDITURES	**4,555,329.33**	**28,221,808.00**	**(23,666,479)**

General Operating Fund

120 Legislative - Electoral Areas

	2025 Actuals	2025 6. Board Approved	Variance
OPERATING SURPLUS/DEFICIT	**(717,611.30)**		**(717,611)**
CAPITAL REVENUES			
7-0140 Transfers from Reserve			
01-7-0140-0144 Gas Tax Reserve		(555,446.00)	555,446
01-7-0140-0145 PRA Reserve		(500,000.00)	500,000
Total 7-0140 Transfers from Reserve		(1,055,446.00)	1,055,446
TOTAL CAPITAL REVENUES		(1,055,446.00)	1,055,446
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
01-8-8500-8504 Building - Foundations		1,055,446.00	(1,055,446)
Total 8-8500 Capital Expenditures		1,055,446.00	(1,055,446)
TOTAL CAPITAL EXPENDITURES		1,055,446.00	(1,055,446)
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

135 Regional Connectivity

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(197,843.00)	(197,843.00)	
Total 1-0010 Requisition	(197,843.00)	(197,843.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(0.08)	(4,450.00)	4,450
Total 1-0030 Grants	(0.08)	(4,450.00)	4,450
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(280,411.74)	(280,510.00)	98
01-1-0140-0145 Peace River Agreement Reserve		(1,000,000.00)	1,000,000
Total 1-0140 Transfer from Reserves	(280,411.74)	(1,280,510.00)	1,000,098
TOTAL REVENUES	**(478,254.82)**	**(1,482,803.00)**	**1,004,548**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time	33,174.47	77,201.00	(44,027)
01-2-1000-1030 Benefits	10,627.54	23,160.00	(12,532)
01-2-1000-1040 WCB	729.17	1,621.00	(892)
01-2-1000-2030 Phone/Internet	290.93	600.00	(309)
01-2-1000-2070 Insurance - Liability	276.84	400.00	(123)
01-2-1000-3010 Travel		3,000.00	(3,000)
01-2-1000-3020 Meals		500.00	(500)
01-2-1000-3030 Training & Development	420.00	3,000.00	(2,580)
01-2-1000-3050 Memberships	3,000.00	3,000.00	
01-2-1000-3060 Meetings		4,000.00	(4,000)
01-2-1000-5010 Advertising Services		5,000.00	(5,000)
01-2-1000-5020 Consulting Services		100,000.00	(100,000)
01-2-1000-5030 Legal Services		10,000.00	(10,000)
01-2-1000-5120 Supplies - Office		500.00	(500)
Total 2-1000 General Expenditures	48,518.95	231,982.00	(183,463)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	821.00	821.00	
Total 2-1150 Allocations	821.00	821.00	
2-3106 General Grants - Area B			
01-2-3106-5800 General Grants - Area B		500,000.00	(500,000)
Total 2-3106 General Grants - Area B		500,000.00	(500,000)
2-3107 General Grants - Area C			
01-2-3107-5800 General Grants - Area C		500,000.00	(500,000)
Total 2-3107 General Grants - Area C		500,000.00	(500,000)
2-3350 General Grants-in-Aid			
01-2-3350-5800 General Grants		250,000.00	(250,000)

General Operating Fund

135 Regional Connectivity

	2025 Actuals	2025 6. Board Approved	Variance
Total 2-3350 General Grants-in-Aid		250,000.00	(250,000)
TOTAL EXPENDITURES	**49,339.95**	**1,482,803.00**	**(1,433,463)**
OPERATING SURPLUS/DEFICIT	**(428,914.87)**		**(428,915)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

140 Economic Development

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0020 Surplus/Deficit			
01-1-0020-0020 Surplus/Deficit	(6,784.37)	(6,784.00)	-
Total 1-0020 Surplus/Deficit	(6,784.37)	(6,784.00)	-
1-0040 Recovery of Costs			
01-1-0040-0000 General - Recovery of Costs	(6,000.00)	(6,000.00)	
Total 1-0040 Recovery of Costs	(6,000.00)	(6,000.00)	
TOTAL REVENUES	**(12,784.37)**	**(12,784.00)**	**-**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-5080 Web Page Upgrade		12,784.00	(12,784)
Total 2-1000 General Expenditures		12,784.00	(12,784)
TOTAL EXPENDITURES		**12,784.00**	**(12,784)**
OPERATING SURPLUS/DEFICIT	**(12,784.37)**		**(12,784)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

150 Fiscal Services - MFA

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(1.65)		(2)
Total 1-0030 Grants	(1.65)		(2)
1-0130 Conditional Transfers			
01-1-0130-0130 Chetwynd	(208,570.82)	(279,490.00)	70,919
01-1-0130-0131 Dawson Creek	(1,789,941.62)	(3,333,409.00)	1,543,467
01-1-0130-0132 Fort St. John	(1,926,255.39)	(4,199,197.00)	2,272,942
01-1-0130-0135 Taylor	(67,873.71)	(261,078.00)	193,204
01-1-0130-0136 Tumbler Ridge			
Total 1-0130 Conditional Transfers	(3,992,641.54)	(8,073,174.00)	4,080,532
TOTAL REVENUES	**(3,992,643.19)**	**(8,073,174.00)**	**4,080,531**
EXPENDITURES			
2-8300 M.F.A - Principal - Member Muni			
01-2-8300-0130 Chetwynd - MFA Principal Member Mun	152,851.81	152,852.00	-
01-2-8300-0131 Dawson Creek - MFA Principal Member Mun	1,093,146.65	1,959,971.00	(866,824)
01-2-8300-0132 Fort St. John - MFA Principal Member Mun	814,814.82	1,976,316.00	(1,161,501)
01-2-8300-0135 Taylor - MFA Principal Member Mun		125,331.00	(125,331)
Total 2-8300 M.F.A - Principal - Member Muni	2,060,813.28	4,214,470.00	(2,153,657)
2-8400 M.F.A - Interest - Member Muni			
01-2-8400-0130 Chetwynd - MFA Interest Member Mun	55,719.01	126,638.00	(70,919)
01-2-8400-0131 Dawson Creek - MFA Interest Member Mun	696,794.97	1,373,438.00	(676,643)
01-2-8400-0132 Fort St. John - MFA Interest Member Mun	1,111,440.57	2,222,881.00	(1,111,440)
01-2-8400-0135 Taylor - MFA Interest Member Mun	67,873.71	135,747.00	(67,873)
Total 2-8400 M.F.A - Interest - Member Muni	1,931,828.26	3,858,704.00	(1,926,876)
TOTAL EXPENDITURES	**3,992,641.54**	**8,073,174.00**	**(4,080,532)**
OPERATING SURPLUS/DEFICIT	**(1.65)**		**(2)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

160 Fleet Aministration

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0040 Recovery of Costs			
01-1-0040-0000 General - Recovery of Costs	(2,514.00)		(2,514)
01-1-0040-0041 Vehicle Use	(204,905.00)	(188,906.00)	(15,999)
Total 1-0040 Recovery of Costs	(207,419.00)	(188,906.00)	(18,513)
1-0120 Administration			
01-1-0120-0123 Sale of assets	(2,572.29)		(2,572)
Total 1-0120 Administration	(2,572.29)		(2,572)
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(66,847.57)	(66,848.00)	
Total 1-0140 Transfer from Reserves	(66,847.57)	(66,848.00)	
TOTAL REVENUES	**(276,838.86)**	**(255,754.00)**	**(21,085)**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-2030 Phone/Internet	2,540.64	6,000.00	(3,459)
01-2-1000-2050 Miscellaneous	4.93		5
01-2-1000-2111 R&M - Health & Safety	12.93	5,000.00	(4,987)
01-2-1000-2150 Electricity	2.60		3
01-2-1000-3100 Contract for Services		16,100.00	(16,100)
01-2-1000-5130 Miscellaneous Equipment	1,014.57	20,000.00	(18,985)
Total 2-1000 General Expenditures	3,575.67	47,100.00	(43,524)
2-2307 Unit#8 - Colorado (White 2019)			
01-2-2307-6210 Fuel-Unit #8		4,655.00	(4,655)
01-2-2307-6220 Tires-Unit 8		780.00	(780)
01-2-2307-6230 Insurance-Unit 8		2,360.00	(2,360)
01-2-2307-6240 Repairs (Major)-Unit 8		1,575.00	(1,575)
01-2-2307-6250 Maintenance - Unit 8		800.00	(800)
01-2-2307-6260 Car Washes-Unit#8		280.00	(280)
Total 2-2307 Unit#8 - Colorado (White 2019)		10,450.00	(10,450)
2-2308 Unit#13 - Big Tex Flatdeck Trailer			
01-2-2308-6250 Maintenance-Unit 13		400.00	(400)
Total 2-2308 Unit#13 - Big Tex Flatdeck Trailer		400.00	(400)
2-2410 Unit #11 - Bobcat			
01-2-2410-6210 Fuel-Unit#11	541.26	3,605.00	(3,064)
01-2-2410-6230 Insurance - Vehicles & Equip.-Unit#11	657.00	752.00	(95)
01-2-2410-6240 Repairs-Unit#11	739.09	4,000.00	(3,261)
01-2-2410-6250 Maintenance-Unit#11		1,600.00	(1,600)
01-2-2410-6260 Car Washes-Unit#11	19.05	200.00	(181)
Total 2-2410 Unit #11 - Bobcat	1,956.40	10,157.00	(8,201)
2-2418 Unit #12 - Lamar Flatdeck Trailer			

General Operating Fund

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	2025 Actuals	2025 6. Board Approved	Variance
01-2-2418-6220 Tires - Unit #12 - Trailer		300.00	(300)
01-2-2418-6230 Insurance - Unit #12 -Trailer	280.00	280.00	
01-2-2418-6240 Repairs - Unit#12 - Lamar Fllatdeck Tra		700.00	(700)
01-2-2418-6250 Maintenance - Unit #12 - Trailer		120.00	(120)
01-2-2418-6260 Car Washes - Unit#12		20.00	(20)
Total 2-2418 Unit #12 - Lamar Flatdeck Trailer	280.00	1,420.00	(1,140)
2-2420 Unit #14 - Flat Deck Hauler			
01-2-2420-6220 Tires-Unit#14	20.00	500.00	(480)
01-2-2420-6230 Insurance - Vehicles & Equip.-Unit#14	397.00	397.00	
01-2-2420-6240 Repairs-Unit#14		1,200.00	(1,200)
01-2-2420-6250 Maintenance-Unit#14	303.92	700.00	(396)
01-2-2420-6260 Car Washes-Unit#14		30.00	(30)
Total 2-2420 Unit #14 - Flat Deck Hauler	720.92	2,827.00	(2,106)
2-2470 Unit #24 - Replacement for Unit #15			
01-2-2470-6210 Fuel-Unit#24	84.20	6,670.00	(6,586)
01-2-2470-6220 Tires-Unit#24		1,200.00	(1,200)
01-2-2470-6230 Insurance - Vehicles & Equip.-Unit#24		1,700.00	(1,700)
01-2-2470-6240 Repairs-Unit#24		1,300.00	(1,300)
01-2-2470-6250 Maintenance - Unit #24		2,130.00	(2,130)
01-2-2470-6260 Car Washes-Unit#24		250.00	(250)
Total 2-2470 Unit #24 - Replacement for Unit #15	84.20	13,250.00	(13,166)
2-2471 Unit #10 2020 International CU515			
01-2-2471-6210 Fuel - Unit #10	1,875.53	8,500.00	(6,624)
01-2-2471-6220 Tires - Unit #10	192.90	750.00	(557)
01-2-2471-6230 Insurance-Unit#10	2,403.00	2,403.00	
01-2-2471-6240 Repairs - Unit #10		5,000.00	(5,000)
01-2-2471-6250 Maintenance - Unit #10	315.33	3,300.00	(2,985)
01-2-2471-6260 Car Washes - Unit #10	197.14	400.00	(203)
Total 2-2471 Unit #10 2020 International CU515	4,983.90	20,353.00	(15,369)
2-2472 Unit #27 2020 Sierra 3500			
01-2-2472-6210 Fuel - Unit #27	4,605.42	8,700.00	(4,095)
01-2-2472-6220 Tires - Unit #27	378.77	1,250.00	(871)
01-2-2472-6230 Insurance-Unit#27	1,402.00	1,402.00	
01-2-2472-6240 Repairs - Unit #27		1,650.00	(1,650)
01-2-2472-6250 Maintenance - Unit #27	433.29	2,475.00	(2,042)
01-2-2472-6260 Car Washes - Unit #27	209.76	380.00	(170)
Total 2-2472 Unit #27 2020 Sierra 3500	7,029.24	15,857.00	(8,828)
2-2473 Unit #28 2020 Colorado			
01-2-2473-6210 Fuel - Unit #28	856.19	4,125.00	(3,269)
01-2-2473-6220 Tires - Unit #28	187.67	500.00	(312)
01-2-2473-6230 Insurance-Unit#28	1,593.00	1,593.00	
01-2-2473-6240 Repairs - Unit #28		850.00	(850)

General Operating Fund

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	2025 Actuals	2025 6. Board Approved	Variance
01-2-2473-6250 Maintenance - Unit #28	172.33	1,500.00	(1,328)
01-2-2473-6260 Car Washes - Unit #28	53.81	300.00	(246)
Total 2-2473 Unit #28 2020 Colorado	2,863.00	8,868.00	(6,005)
2-2474 Unit #29 Falcon Picker Deck			
01-2-2474-6230 Insurance-Unit#29		200.00	(200)
01-2-2474-6240 Repairs - Unit #29		450.00	(450)
01-2-2474-6250 Maintenance - Unit #29		3,500.00	(3,500)
01-2-2474-6260 Washes - Unit #29		25.00	(25)
Total 2-2474 Unit #29 Falcon Picker Deck		4,175.00	(4,175)
2-2475 Generator Trailer			
01-2-2475-6210 Fuel - Unit#30	165.76	1,200.00	(1,034)
01-2-2475-6230 Insurance - Unit#30	573.00	573.00	
01-2-2475-6240 Repairs - Unit#30		350.00	(350)
01-2-2475-6250 Maintenance - Unit#30	9.83	1,920.00	(1,910)
01-2-2475-6260 Car Washes - Unit#30		100.00	(100)
Total 2-2475 Generator Trailer	748.59	4,143.00	(3,394)
2-2476 Unit #31 2021 Chevrolet Silverado			
01-2-2476-6210 Fuel-Unit#31	3,361.19	8,500.00	(5,139)
01-2-2476-6220 Tires-Unit#31	221.79	500.00	(278)
01-2-2476-6230 Insurance-Vehicles &Equip.-Unit#31	2,387.00	2,387.00	
01-2-2476-6240 Repairs-Unit#31	200.00	500.00	(300)
01-2-2476-6250 Maintenance-Unit#31	339.24	1,000.00	(661)
01-2-2476-6260 Car Washes-Unit#31	98.10	300.00	(202)
Total 2-2476 Unit #31 2021 Chevrolet Silverado	6,607.32	13,187.00	(6,580)
2-2480 Unit #25 - Trailer Flatdeck 20			
01-2-2480-6220 Tires-Unit#25	683.74	740.00	(56)
01-2-2480-6230 Insurance - Vehicles & Equip.-Unit#25	343.00	343.00	
01-2-2480-6240 Repairs-Unit#25		3,300.00	(3,300)
01-2-2480-6250 Maintenance-Unit#25		1,000.00	(1,000)
01-2-2480-6260 Car Washes-Unit#25		50.00	(50)
Total 2-2480 Unit #25 - Trailer Flatdeck 20	1,026.74	5,433.00	(4,406)
2-2481 Unit #32 2021 Colorado			
01-2-2481-6210 Fuel-Unit#32	1,657.12	4,600.00	(2,943)
01-2-2481-6220 Tires- Unit#32	160.85	240.00	(79)
01-2-2481-6230 Insurance - Vehicles & Equip.-Unit#32	1,698.00	1,698.00	
01-2-2481-6240 Repairs-Unit#32		500.00	(500)
01-2-2481-6250 Maintenance-Unit#32	2,267.23	2,375.00	(108)
01-2-2481-6260 Car Washes-Unit#32	149.69	250.00	(100)
Total 2-2481 Unit #32 2021 Colorado	5,932.89	9,663.00	(3,730)
2-2482 Unit #36 2021 Rainbow 16ft Dump Trailer			
01-2-2482-6220 Tires-Unit#36	46.69	500.00	(453)
01-2-2482-6230 Insurance - Vehicles & Equip.-Unit#36	482.00	482.00	

General Operating Fund

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	2025 Actuals	2025 6. Board Approved	Variance
01-2-2482-6240 Repairs-Unit#36	909.56	850.00	60
01-2-2482-6250 Maintenance-Unit#36		2,000.00	(2,000)
01-2-2482-6260 Car Washe-Unit#36		20.00	(20)
Total 2-2482 Unit #36 2021 Rainbow 16ft Dump Trailer	1,438.25	3,852.00	(2,414)
2-2483 Unit #37 Rainbow 22ft Trailer			
01-2-2483-6220 Tires-Unit#37		400.00	(400)
01-2-2483-6230 Insurance - Vehicles & Equip.-Unit#37	397.00	397.00	
01-2-2483-6240 Repairs-Unit#37		750.00	(750)
01-2-2483-6250 Maintenance-Unit#37		450.00	(450)
01-2-2483-6260 Car Washes-Unit#37		30.00	(30)
Total 2-2483 Unit #37 Rainbow 22ft Trailer	397.00	2,027.00	(1,630)
2-2484 Unit #33 - 2021 Colorado			
01-2-2484-6210 Fuel-Unit#33	1,506.44	5,140.00	(3,634)
01-2-2484-6220 Tires-Unit#33	160.85	500.00	(339)
01-2-2484-6230 Insurance - Vehicles & Equip.-Unit#33	1,769.00	1,769.00	
01-2-2484-6240 Repairs-Unit#33		750.00	(750)
01-2-2484-6250 Maintenance-Unit#33	582.94	1,000.00	(417)
01-2-2484-6260 Car Washes-Unit#33	43.81	130.00	(86)
Total 2-2484 Unit #33 - 2021 Colorado	4,063.04	9,289.00	(5,226)
2-2485 Unit #34 - 2021 Equinox			
01-2-2485-6210 Fuel-Unit#34	248.98	3,000.00	(2,751)
01-2-2485-6220 Tires-Unit#34	160.85	500.00	(339)
01-2-2485-6230 Insurance - Vehicles & Equip.-Unit#34	1,875.00	1,875.00	
01-2-2485-6240 Repairs-Unit#34		500.00	(500)
01-2-2485-6250 Maintenance-Unit#34		500.00	(500)
01-2-2485-6260 Car Washes-Unit#34		50.00	(50)
Total 2-2485 Unit #34 - 2021 Equinox	2,284.83	6,425.00	(4,140)
2-2486 Unit #35 - Ford Cargo Van			
01-2-2486-6210 Fuel-Unit#35	683.78	4,000.00	(3,316)
01-2-2486-6220 Tires-Unit#35	187.67	500.00	(312)
01-2-2486-6230 Insurance - Vehicles & Equip.-Unit#35	1,893.00	1,893.00	
01-2-2486-6240 Repairs-Unit#35	200.00	3,500.00	(3,300)
01-2-2486-6250 Maintenance-Unit#35	71.19	3,500.00	(3,429)
01-2-2486-6260 Car Washes-Unit#35	30.48	250.00	(220)
Total 2-2486 Unit #35 - Ford Cargo Van	3,066.12	13,643.00	(10,577)
2-2487 Unit #38 2012 Rainbow Trailer			
01-2-2487-6220 Tires-Unit#38		500.00	(500)
01-2-2487-6230 Insurance - Vehciles & Equip.-Unit#38	331.00	331.00	
01-2-2487-6240 Repairs- Unit#38		1,220.00	(1,220)
01-2-2487-6250 Maintenance-Unit#38		800.00	(800)
01-2-2487-6260 Car Washes-Unit#38		50.00	(50)
Total 2-2487 Unit #38 2012 Rainbow Trailer	331.00	2,901.00	(2,570)

General Operating Fund

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	2025 Actuals	2025 6. Board Approved	Variance
2-2488 Unit #40 - 2022 Chevroley Equinox AWD			
01-2-2488-6210 Fuel - Unit#40	397.19	2,300.00	(1,903)
01-2-2488-6220 Tires - Unit#40	160.85	500.00	(339)
01-2-2488-6230 Insurance- Vehicles & Equip.-Unit#40	1,791.00	1,791.00	
01-2-2488-6240 Repairs - Unit#40		1,500.00	(1,500)
01-2-2488-6250 Maintenance- Unit#40		1,500.00	(1,500)
01-2-2488-6260 Car Washes - Unit#40	50.00	150.00	(100)
Total 2-2488 Unit #40 - 2022 Chevroley Equinox AWD	2,399.04	7,741.00	(5,342)
2-2489 Unit #39 - 2022 Chev Siverado 2500HD			
01-2-2489-6210 Fuel-Unit#39	2,283.94	11,000.00	(8,716)
01-2-2489-6220 Tires-Unit#39	2,007.23	500.00	1,507
01-2-2489-6230 Insurance-Unit 39	2,512.00	2,512.00	
01-2-2489-6240 Repairs-Unit#39	700.00	1,500.00	(800)
01-2-2489-6250 Maintenance-Unit#39	315.87	1,500.00	(1,184)
01-2-2489-6260 Car Washes-Unit#39	157.62	300.00	(142)
Total 2-2489 Unit #39 - 2022 Chev Siverado 2500HD	7,976.66	17,312.00	(9,335)
2-2491 Unit #41 - 2024 Chev 3500HD			
01-2-2491-6210 Fuel-Unit#41	2,812.03	4,494.00	(1,682)
01-2-2491-6220 Tires-Unit#41	187.67		188
01-2-2491-6230 Insurance-Unit#41	1,681.00	1,681.00	
01-2-2491-6240 Repairs-Unit#41	200.00	226.00	(26)
01-2-2491-6250 Maintenance-Unit#41	1,082.79	1,200.00	(117)
01-2-2491-6260 Car Washes-Unit#41		245.00	(245)
Total 2-2491 Unit #41 - 2024 Chev 3500HD	5,963.49	7,846.00	(1,883)
2-2493 Unit #42 - 2023 Chevrolet Traverse			
01-2-2493-6210 Fuel-Unit#42	755.62	4,200.00	(3,444)
01-2-2493-6230 Insurance-Unit#42	2,182.85	2,022.00	161
01-2-2493-6250 Maintenance-Unit#42	212.95	1,200.00	(987)
01-2-2493-6260 Car Washes-Unit#42	66.66	278.00	(211)
Total 2-2493 Unit #42 - 2023 Chevrolet Traverse	3,218.08	7,700.00	(4,482)
2-2494 Unit #43 - 2024 Ford Ranger			
01-2-2494-6210 Fuel - Unit #43	885.00	6,262.00	(5,377)
01-2-2494-6220 Tires - Unit #43	83.20	200.00	(117)
01-2-2494-6230 Insurance - Unit #43	2,073.00	2,073.00	
01-2-2494-6240 Repairs - Unit #43		500.00	(500)
01-2-2494-6250 Maintenance - Unit #43	359.93	626.00	(266)
01-2-2494-6260 Car Washes - Unit #43	30.48	74.00	(44)
Total 2-2494 Unit #43 - 2024 Ford Ranger	3,431.61	9,735.00	(6,303)
2-2496 Unit #44 - Double A Trailer			
01-2-2496-6230 Insurance - Unit #44	334.00		334
01-2-2496-6250 Maintenance - Unit #44	645.04		645
Total 2-2496 Unit #44 - Double A Trailer	979.04		979

General Operating Fund

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	2025 Actuals	2025 6. Board Approved	Variance
TOTAL EXPENDITURES	**71,357.03**	**255,754.00**	**(184,397)**
OPERATING SURPLUS/DEFICIT	**(205,481.83)**		**(205,482)**
CAPITAL REVENUES			
7-0020 Surplus/Deficit			
01-7-0020-0020 Surplus/Deficit	(55,731.00)	(55,731.00)	
Total 7-0020 Surplus/Deficit	(55,731.00)	(55,731.00)	
7-0040 Recovery of Costs			
01-7-0040-0041 Vehicle Use	(160,827.00)	(160,827.00)	
Total 7-0040 Recovery of Costs	(160,827.00)	(160,827.00)	
TOTAL CAPITAL REVENUES	(216,558.00)	(216,558.00)	
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
01-8-8500-8502 Vehicles and Machinery	22,181.64	216,558.00	(194,376)
Total 8-8500 Capital Expenditures	22,181.64	216,558.00	(194,376)
TOTAL CAPITAL EXPENDITURES	22,181.64	216,558.00	(194,376)
CAPITAL SURPLUS/DEFICIT	**(194,376.36)**		**(194,376)**

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

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	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(13,899.00)	(13,899.00)	
Total 1-0010 Requisition	(13,899.00)	(13,899.00)	
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(60,000.00)	(60,000.00)	
Total 1-0140 Transfer from Reserves	(60,000.00)	(60,000.00)	
TOTAL REVENUES	**(73,899.00)**	**(73,899.00)**	
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		1,007.00	(1,007)
01-2-1000-1030 Benefits		302.00	(302)
01-2-1000-1040 WCB		21.00	(21)
01-2-1000-2030 Phone/Internet		1,800.00	(1,800)
01-2-1000-2065 Insurance - Property		200.00	(200)
01-2-1000-2070 Insurance - Liability	276.84	300.00	(23)
01-2-1000-3010 Travel		750.00	(750)
01-2-1000-3020 Meals		750.00	(750)
01-2-1000-3100 Contract for Services	31,365.85	64,762.00	(33,396)
01-2-1000-5010 Advertising Services		500.00	(500)
01-2-1000-5030 Legal Services		2,500.00	(2,500)
Total 2-1000 General Expenditures	31,642.69	72,892.00	(41,249)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	1,007.00	1,007.00	
Total 2-1150 Allocations	1,007.00	1,007.00	
TOTAL EXPENDITURES	**32,649.69**	**73,899.00**	**(41,249)**
OPERATING SURPLUS/DEFICIT	**(41,249.31)**		**(41,249)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

180 Health Related Services

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(713,790.00)	(713,790.00)	
Total 1-0010 Requisition	(713,790.00)	(713,790.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(0.57)	(30,000.00)	29,999
Total 1-0030 Grants	(0.57)	(30,000.00)	29,999
1-0040 Recovery of Costs			
01-1-0040-0000 General - Recovery of Costs	(19,500.00)		(19,500)
Total 1-0040 Recovery of Costs	(19,500.00)		(19,500)
1-0140 Transfer from Reserves			
01-1-0140-0138 Special Purpose Operating Reserve		(70,000.00)	70,000
01-1-0140-0139 Operating Maintenance Reserve	(180,000.00)	(180,000.00)	
Total 1-0140 Transfer from Reserves	(180,000.00)	(250,000.00)	70,000
TOTAL REVENUES	**(913,290.57)**	**(993,790.00)**	**80,499**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		10,633.00	(10,633)
01-2-1000-1030 Benefits		3,198.00	(3,198)
01-2-1000-1040 WCB		224.00	(224)
01-2-1000-2070 Insurance - Liability	276.84	400.00	(123)
Total 2-1000 General Expenditures	276.84	14,455.00	(14,178)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	10,663.00	10,663.00	
Total 2-1150 Allocations	10,663.00	10,663.00	
2-3120 Medical Recruitment Grants			
01-2-3120-5820 North Peace	100,000.00	100,000.00	
01-2-3120-5821 South Peace	109,000.00	109,000.00	
Total 2-3120 Medical Recruitment Grants	209,000.00	209,000.00	
2-3130 Health Care Scholarships			
01-2-3130-5830 High School Health Care Scholarships		15,000.00	(15,000)
01-2-3130-5831 Health Care Assistan Scholarships (NLC)	10,000.00	20,000.00	(10,000)
01-2-3130-5833 RN/RPN RET.OF SERV,PART 1		10,000.00	(10,000)
01-2-3130-5834 RN/RPN Rtrn of Service Scholarship (NH)		12,500.00	(12,500)
01-2-3130-5837 Health Care Recruitment/Marketing		5,000.00	(5,000)
01-2-3130-5838 Northern Bac. Nursing Program		85,000.00	(85,000)
Total 2-3130 Health Care Scholarships	10,000.00	147,500.00	(137,500)
2-3350 General Grants-in-Aid			
01-2-3350-5810 General Health Services Grants	222,172.00	612,172.00	(390,000)
Total 2-3350 General Grants-in-Aid	222,172.00	612,172.00	(390,000)

General Operating Fund

180 Health Related Services

	2025 Actuals	2025 6. Board Approved	Variance
TOTAL EXPENDITURES	**452,111.84**	**993,790.00**	**(541,678)**
OPERATING SURPLUS/DEFICIT	**(461,178.73)**		**(461,179)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

190 Seniors Aging in Place

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(900,662.00)	(900,662.00)	
Total 1-0010 Requisition	(900,662.00)	(900,662.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(1.00)		(1)
Total 1-0030 Grants	(1.00)		(1)
1-0050 Fees and Permits			
01-1-0050-0000 Fees - General	(46,865.00)	(102,000.00)	55,135
Total 1-0050 Fees and Permits	(46,865.00)	(102,000.00)	55,135
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(300,000.00)	(300,000.00)	
01-1-0140-0140 Operating Reserve		(200,000.00)	200,000
01-1-0140-0142 Fair Share Reserve		(219,855.00)	219,855
Total 1-0140 Transfer from Reserves	(300,000.00)	(719,855.00)	419,855
TOTAL REVENUES	**(1,247,528.00)**	**(1,722,517.00)**	**474,989**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		31,006.00	(31,006)
01-2-1000-1030 Benefits		9,302.00	(9,302)
01-2-1000-1040 WCB		651.00	(651)
01-2-1000-2070 Insurance - Liability	1,107.36	1,400.00	(293)
01-2-1000-3016 Mileage		1,000.00	(1,000)
01-2-1000-3060 Meetings		3,000.00	(3,000)
01-2-1000-3100 Contract for Services	534,203.54	1,652,295.00	(1,118,091)
01-2-1000-5010 Advertising Services		5,500.00	(5,500)
01-2-1000-5030 Legal Services		1,500.00	(1,500)
Total 2-1000 General Expenditures	535,310.90	1,705,654.00	(1,170,343)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	16,863.00	16,863.00	
Total 2-1150 Allocations	16,863.00	16,863.00	
TOTAL EXPENDITURES	**552,173.90**	**1,722,517.00**	**(1,170,343)**
OPERATING SURPLUS/DEFICIT	**(695,354.10)**		**(695,354)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			

General Operating Fund

190 Seniors Aging in Place

	2025 Actuals	2025 6. Board Approved	Variance
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

200 Regional Parks

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(467,972.00)	(467,972.00)	
Total 1-0010 Requisition	(467,972.00)	(467,972.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(0.39)	(22,750.00)	22,750
01-1-0030-0034 Municipal Grants-in-lieu		(500.00)	500
Total 1-0030 Grants	(0.39)	(23,250.00)	23,250
1-0040 Recovery of Costs			
01-1-0040-0000 General - Recovery of Costs	(1,185.79)	(1,000.00)	(186)
Total 1-0040 Recovery of Costs	(1,185.79)	(1,000.00)	(186)
1-0050 Fees and Permits			
01-1-0050-0000 Fees - General	(11,126.69)	(20,000.00)	8,873
Total 1-0050 Fees and Permits	(11,126.69)	(20,000.00)	8,873
1-0080 Miscellaneous			
01-1-0080-0120 Cash Short/Over-Misc	(21.85)		(22)
Total 1-0080 Miscellaneous	(21.85)		(22)
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(236,238.00)	(236,238.00)	
01-1-0140-0142 Fair Share Reserve		(50,000.00)	50,000
Total 1-0140 Transfer from Reserves	(236,238.00)	(286,238.00)	50,000
TOTAL REVENUES	**(716,544.72)**	**(798,460.00)**	**81,915**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time	49,198.12	153,595.00	(104,397)
01-2-1000-1030 Benefits	12,178.77	43,051.00	(30,872)
01-2-1000-1040 WCB	1,054.06	3,046.00	(1,992)
01-2-1000-2030 Phone/Internet	548.22	1,200.00	(652)
01-2-1000-2111 R&M - Health & Safety		500.00	(500)
01-2-1000-2130 R&M - Machinery		1,000.00	(1,000)
01-2-1000-2150 Electricity	597.33	2,000.00	(1,403)
01-2-1000-3010 Travel		1,773.00	(1,773)
01-2-1000-3016 Mileage	1,468.80	1,500.00	(31)
01-2-1000-3020 Meals		1,161.00	(1,161)
01-2-1000-3030 Training & Development		3,473.00	(3,473)
01-2-1000-3040 Conferences & Seminars		2,014.00	(2,014)
01-2-1000-3060 Meetings		500.00	(500)
01-2-1000-5010 Advertising Services	673.21	20,000.00	(19,327)
01-2-1000-5030 Legal Services		5,000.00	(5,000)
01-2-1000-5110 Supplies - Warehouse	984.29	4,000.00	(3,016)

Peace River Regional District
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General Operating Fund

200 Regional Parks

	2025 Actuals	2025 6. Board Approved	Variance
01-2-1000-5120 Supplies - Office	118.06	1,000.00	(882)
01-2-1000-5140 Minor Capital		5,000.00	(5,000)
01-2-1000-6400 Safety & Tree Removal	456.66	50,000.00	(49,543)
Total 2-1000 General Expenditures	67,277.52	299,813.00	(232,535)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	13,073.00	13,073.00	
01-2-1150-1190 PRRD Vehicles	32,110.00	32,110.00	
Total 2-1150 Allocations	45,183.00	45,183.00	
2-3350 General Grants-in-Aid			
01-2-3350-5800 General Grants		25,900.00	(25,900)
Total 2-3350 General Grants-in-Aid		25,900.00	(25,900)
2-4100 Park - Blackfoot			
01-2-4100-2030 Phone/Internet (BLKFT)	1,126.28	2,400.00	(1,274)
01-2-4100-2065 Insurance - Property Blackfoot	380.00	500.00	(120)
01-2-4100-2070 Insurance - Liability Blackfoot	1,107.36	1,400.00	(293)
01-2-4100-2110 R&M - Buildings (BLKFT)	24.74	1,500.00	(1,475)
01-2-4100-2115 R&M - Land Improvements (BLKFT)	1,955.51	26,500.00	(24,544)
01-2-4100-2120 R&M - Equip (BLKFT)	187.14	1,000.00	(813)
01-2-4100-2150 Utilities - Electricity (BLKFT)	517.09	2,000.00	(1,483)
01-2-4100-3020 Meals - in region (BLKFT)	857.16	1,000.00	(143)
01-2-4100-3100 Contract for Services (BLKFT)	17,566.70	90,550.00	(72,983)
01-2-4100-5140 Minor Capital (BLKFT)	380.12	25,000.00	(24,620)
01-2-4100-6010 Operations (BLKFT)	852.77	2,400.00	(1,547)
Total 2-4100 Park - Blackfoot	24,954.87	154,250.00	(129,295)
2-4110 Park - Montney			
01-2-4110-2065 Insurance - Property Montney	334.00	400.00	(66)
01-2-4110-2070 Insurance - Liability Montney	830.52	1,000.00	(169)
01-2-4110-2115 R&M - Land Improvements (MONTY)	230.00	10,000.00	(9,770)
01-2-4110-3020 Meals - in regions (MONTY)	285.72	1,000.00	(714)
01-2-4110-3100 Contract for Services (MONTY)		1,500.00	(1,500)
01-2-4110-5140 Minor Capital (MONTY)		1,000.00	(1,000)
01-2-4110-6010 Operations (MONTY)		3,500.00	(3,500)
Total 2-4110 Park - Montney	1,680.24	18,400.00	(16,720)
2-4115 Park - Spencer Tuck			
01-2-4115-2065 Insurance - Property Spencer Tuck	273.00	400.00	(127)
01-2-4115-2070 Insurance - Liability Spencer Tuck	830.52	1,000.00	(169)
01-2-4115-2110 R&M - Buildings (SP TUCK)		1,000.00	(1,000)
01-2-4115-3020 Meals - in region (SP TUCK)	309.53	1,000.00	(690)
01-2-4115-3100 Contract for Services (SP TUCK)		1,500.00	(1,500)
01-2-4115-5140 Minor Capital (SP TUCK)		6,500.00	(6,500)
01-2-4115-6010 Operations (SP TUCK)		2,500.00	(2,500)
Total 2-4115 Park - Spencer Tuck	1,413.05	13,900.00	(12,487)

Peace River Regional District
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General Operating Fund

200 Regional Parks

	2025 Actuals	2025 6. Board Approved	Variance
2-4120 Park - Swan Lake			
01-2-4120-2065 Insurance - Property Swan Lake Weir	1,051.00	1,200.00	(149)
01-2-4120-2070 Insurance - Liability Swan Lake Weir	553.68	700.00	(146)
01-2-4120-2120 R&M - Equipment (SWAN LK)		50,000.00	(50,000)
01-2-4120-3100 Contract for Services (SWAN LK)	8,325.00	10,000.00	(1,675)
01-2-4120-4250 Charges/Permit Fee(SWAN LK)	600.00	1,000.00	(400)
Total 2-4120 Park - Swan Lake	10,529.68	62,900.00	(52,370)
2-4125 Park - Sundance Lakes			
01-2-4125-2065 Insurance - Property Sundance Lake	120.00	200.00	(80)
01-2-4125-2070 Insurance - Liability Sundance Lake	553.68	700.00	(146)
01-2-4125-2110 R&M - Buildings (SUNDNC)		1,000.00	(1,000)
01-2-4125-2115 R&M - Land Improvements (SUNDNC)		1,000.00	(1,000)
01-2-4125-3020 Meals - in region (SUNDNC)	47.62	250.00	(202)
01-2-4125-6010 Operations (SD LKS)		1,500.00	(1,500)
Total 2-4125 Park - Sundance Lakes	721.30	4,650.00	(3,929)
2-4132 Park - North Peace Fall Fair Grounds			
01-2-4132-2065 Insurance - Property (NPFF GRNDS)	5,005.00	5,600.00	(595)
01-2-4132-3020 Meals (NPFF)		500.00	(500)
01-2-4132-5030 Legal Services (NPFF GRNDS)	2,130.37	10,000.00	(7,870)
01-2-4132-6010 Operations (NPFF GRNDS)		6,000.00	(6,000)
Total 2-4132 Park - North Peace Fall Fair Grounds	7,135.37	22,100.00	(14,965)
2-8100 Transfers to Reserve			
01-2-8100-8110 Capital Reserve	129,739.00	129,739.00	
01-2-8100-8120 Operating Reserve	21,625.00	21,625.00	
Total 2-8100 Transfers to Reserve	151,364.00	151,364.00	
TOTAL EXPENDITURES	**310,259.03**	**798,460.00**	**(488,201)**
OPERATING SURPLUS/DEFICIT	**(406,285.69)**		**(406,286)**
CAPITAL REVENUES			
7-0020 Surplus/Deficit			
01-7-0020-0020 Surplus/Deficit	(4,536.00)	(4,536.00)	
Total 7-0020 Surplus/Deficit	(4,536.00)	(4,536.00)	
7-0140 Transfers from Reserve			
01-7-0140-0145 PRA Reserve			
01-7-0140-0149 Growing Communities Reserve	(14,411.32)	(80,000.00)	65,589
Total 7-0140 Transfers from Reserve	(14,411.32)	(80,000.00)	65,589
TOTAL CAPITAL REVENUES	(18,947.32)	(84,536.00)	65,589
CAPITAL EXPENDITURES			

General Operating Fund

200 Regional Parks

	2025 Actuals	2025 6. Board Approved	Variance
8-8100 Transfer to Reserve			
01-8-8100-8110 Capital Reserve	4,536.00	4,536.00	
Total 8-8100 Transfer to Reserve	4,536.00	4,536.00	
8-8500 Capital Expenditures			
01-8-8500-8501 Furniture, Fixtures, Equipment			
01-8-8500-8503 Infrastructure	14,411.32	80,000.00	(65,589)
Total 8-8500 Capital Expenditures	14,411.32	80,000.00	(65,589)
TOTAL CAPITAL EXPENDITURES	18,947.32	84,536.00	(65,589)
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
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General Operating Fund

210 Community Parks

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0010 Electoral			
01-1-0010-0015 Requisition	(47,335.00)	(47,335.00)	
Total 1-0010 Requisition	(47,335.00)	(47,335.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(0.06)		-
Total 1-0030 Grants	(0.06)		-
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(6,075.00)	(6,075.00)	
01-1-0140-0142 Fair Share Reserve		(25,444.00)	25,444
Total 1-0140 Transfer from Reserves	(6,075.00)	(31,519.00)	25,444
TOTAL REVENUES	**(53,410.06)**	**(78,854.00)**	**25,444**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		43,932.00	(43,932)
01-2-1000-1030 Benefits		12,568.00	(12,568)
01-2-1000-1040 WCB		875.00	(875)
01-2-1000-3010 Travel		856.00	(856)
01-2-1000-3016 Mileage	102.86		103
01-2-1000-3020 Meals		664.00	(664)
01-2-1000-3030 Training & Development		1,449.00	(1,449)
01-2-1000-3040 Conferences & Seminars		981.00	(981)
Total 2-1000 General Expenditures	102.86	61,325.00	(61,222)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	559.00	559.00	
01-2-1150-1190 PRRD Vehicles	11,320.00	11,320.00	
Total 2-1150 Allocations	11,879.00	11,879.00	
2-4200 Iver Johnson Community Park			
01-2-4200-2050 Misc (IVER J PRK)			
01-2-4200-2065 Insurance - Property (IVER J PRK)	33.00	100.00	(67)
01-2-4200-2070 Insurance - Liability (IVER J PRK)	553.68	700.00	(146)
01-2-4200-2115 R&M - Land Improvements (IVER J PRK)	1,218.02	2,500.00	(1,282)
01-2-4200-3020 Meals - in region (IVER J PRK)	119.05	350.00	(231)
01-2-4200-5140 Minor Capital (IVER J PRK)	992.82	2,000.00	(1,007)
01-2-4200-6400 Safety & Tree Removal (IVER J PARK)	350.00		350
Total 2-4200 Iver Johnson Community Park	3,266.57	5,650.00	(2,383)
TOTAL EXPENDITURES	**15,248.43**	**78,854.00**	**(63,606)**

General Operating Fund

210 Community Parks

	2025 Actuals	2025 6. Board Approved	Variance
OPERATING SURPLUS/DEFICIT	**(38,161.63)**		**(38,162)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

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General Operating Fund

220 Regional Recreation

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(499,396.00)	(499,396.00)	
Total 1-0010 Requisition	(499,396.00)	(499,396.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(0.49)	(18,500.00)	18,500
01-1-0030-0034 Municipal Grants-in-lieu		(500.00)	500
Total 1-0030 Grants	(0.49)	(19,000.00)	19,000
1-0040 Recovery of Costs			
01-1-0040-0000 General - Recovery of Costs	(45.99)		(46)
Total 1-0040 Recovery of Costs	(45.99)		(46)
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(826,475.00)	(826,475.00)	
Total 1-0140 Transfer from Reserves	(826,475.00)	(826,475.00)	
TOTAL REVENUES	**(1,325,917.48)**	**(1,344,871.00)**	**18,954**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		65,423.00	(65,423)
01-2-1000-1030 Benefits		19,627.00	(19,627)
01-2-1000-1040 WCB		1,374.00	(1,374)
01-2-1000-2030 Phone/Internet	290.70	750.00	(459)
01-2-1000-2070 Insurance - Liability	1,107.36	1,400.00	(293)
01-2-1000-3010 Travel		833.00	(833)
01-2-1000-3016 Mileage		1,000.00	(1,000)
01-2-1000-3020 Meals	47.62	592.00	(544)
01-2-1000-3030 Training & Development		2,493.00	(2,493)
01-2-1000-3040 Conferences & Seminars		933.00	(933)
01-2-1000-3050 Memberships	1,438.25	1,500.00	(62)
01-2-1000-3100 Contract for Services		50,000.00	(50,000)
01-2-1000-5120 Supplies - Office		1,500.00	(1,500)
Total 2-1000 General Expenditures	2,883.93	147,425.00	(144,541)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	3,359.00	3,359.00	
01-2-1150-1190 PRRD Vehicles	887.00	887.00	
Total 2-1150 Allocations	4,246.00	4,246.00	
2-3300 Regional Initiatives			
01-2-3300-5910 Regional Recreation Workshop		4,500.00	(4,500)
Total 2-3300 Regional Initiatives		4,500.00	(4,500)
2-7131 NORTH PEACE LEISURE POOL			
01-2-7131-0219 Election/referendum cost (NP LEIS)		65,000.00	(65,000)

Peace River Regional District
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General Operating Fund

220 Regional Recreation

	2025 Actuals	2025 6. Board Approved	Variance
01-2-7131-3016 Mileage (NP LEIS)		2,000.00	(2,000)
01-2-7131-3020 Meals (NP LEIS)		1,500.00	(1,500)
01-2-7131-3060 Meetings (NP LEIS)	89.56	10,800.00	(10,710)
01-2-7131-3100 Contract for Services (NP LEIS)	5,074.00	949,400.00	(944,326)
01-2-7131-5010 Advertising Services (NP LEIS)		40,000.00	(40,000)
01-2-7131-5030 Legal Services (NP LEIS)	2,312.81	120,000.00	(117,687)
Total 2-7131 NORTH PEACE LEISURE POOL	7,476.37	1,188,700.00	(1,181,224)
TOTAL EXPENDITURES	**14,606.30**	**1,344,871.00**	**(1,330,265)**
OPERATING SURPLUS/DEFICIT	**(1,311,311.18)**		**(1,311,311)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
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General Operating Fund

221 Sub-Regional Recreation

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(1,257,244.00)	(1,257,244.00)	
Total 1-0010 Requisition	(1,257,244.00)	(1,257,244.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(1.62)		(2)
Total 1-0030 Grants	(1.62)		(2)
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(1,346.74)	(1,347.00)	
Total 1-0140 Transfer from Reserves	(1,346.74)	(1,347.00)	
TOTAL REVENUES	**(1,258,592.36)**	**(1,258,591.00)**	**(1)**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		24,641.00	(24,641)
01-2-1000-1030 Benefits		7,392.00	(7,392)
01-2-1000-1040 WCB		517.00	(517)
01-2-1000-2070 Insurance - Liability	1,107.36	1,400.00	(293)
Total 2-1000 General Expenditures	1,107.36	33,950.00	(32,843)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	24,641.00	24,641.00	
01-2-1150-1190 PRRD Vehicles			
Total 2-1150 Allocations	24,641.00	24,641.00	
2-3150 Sub-regional Grants-aid - Dawson Creek			
01-2-3150-5800 General Grants		1,000,000.00	(1,000,000)
Total 2-3150 Sub-regional Grants-aid - Dawson Creek		1,000,000.00	(1,000,000)
2-3170 Sub-regional Grants-aid Electoral Areas			
01-2-3170-5800 General Grants - Sub Reg GIA	195,225.00	200,000.00	(4,775)
Total 2-3170 Sub-regional Grants-aid Electoral Areas	195,225.00	200,000.00	(4,775)
TOTAL EXPENDITURES	**220,973.36**	**1,258,591.00**	**(1,037,618)**
OPERATING SURPLUS/DEFICIT	**(1,037,619.00)**		**(1,037,619)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			

General Operating Fund

221 Sub-Regional Recreation

	2025 Actuals	2025 6. Board Approved	Variance
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
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General Operating Fund

222 Dinosaur Museum Grant in Aid

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(190,577.00)	(190,577.00)	
Total 1-0010 Requisition	(190,577.00)	(190,577.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(0.03)	(10,000.00)	10,000
01-1-0030-0034 Municipal Grants-in-lieu		(200.00)	200
Total 1-0030 Grants	(0.03)	(10,200.00)	10,200
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(10,000.00)	(10,000.00)	
Total 1-0140 Transfer from Reserves	(10,000.00)	(10,000.00)	
TOTAL REVENUES	**(200,577.03)**	**(210,777.00)**	**10,200**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		7,286.00	(7,286)
01-2-1000-1030 Benefits		2,186.00	(2,186)
01-2-1000-1040 WCB		153.00	(153)
01-2-1000-2070 Insurance - Liability	276.84	400.00	(123)
01-2-1000-3010 Travel		92.00	(92)
01-2-1000-3020 Meals		64.00	(64)
01-2-1000-3030 Training & Development		302.00	(302)
01-2-1000-3040 Conferences & Seminars		107.00	(107)
01-2-1000-3150 Grant to organization		200,000.00	(200,000)
Total 2-1000 General Expenditures	276.84	210,590.00	(210,313)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	187.00	187.00	
Total 2-1150 Allocations	187.00	187.00	
TOTAL EXPENDITURES	**463.84**	**210,777.00**	**(210,313)**
OPERATING SURPLUS/DEFICIT	**(200,113.19)**		**(200,113)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

223 Global Geopark Grant in Aid

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(170,647.00)	(170,647.00)	
Total 1-0010 Requisition	(170,647.00)	(170,647.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(0.03)	(10,000.00)	10,000
01-1-0030-0034 Municipal Grants-in-lieu		(330.00)	330
Total 1-0030 Grants	(0.03)	(10,330.00)	10,330
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(20,000.00)	(20,000.00)	
Total 1-0140 Transfer from Reserves	(20,000.00)	(20,000.00)	
TOTAL REVENUES	**(190,647.03)**	**(200,977.00)**	**10,330**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		7,286.00	(7,286)
01-2-1000-1030 Benefits		2,186.00	(2,186)
01-2-1000-1040 WCB		153.00	(153)
01-2-1000-2070 Insurance - Liability	276.84	400.00	(123)
01-2-1000-3010 Travel		92.00	(92)
01-2-1000-3020 Meals		64.00	(64)
01-2-1000-3030 Training & Development		302.00	(302)
01-2-1000-3040 Conferences & Seminars		107.00	(107)
01-2-1000-3150 Grant to organization		190,200.00	(190,200)
Total 2-1000 General Expenditures	276.84	200,790.00	(200,513)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	187.00	187.00	
Total 2-1150 Allocations	187.00	187.00	
TOTAL EXPENDITURES	**463.84**	**200,977.00**	**(200,513)**
OPERATING SURPLUS/DEFICIT	**(190,183.19)**		**(190,183)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

224 Sport & Cultural Events Grant in Aid

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(172,660.00)	(172,660.00)	
Total 1-0010 Requisition	(172,660.00)	(172,660.00)	
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(88,749.87)	(88,750.00)	
Total 1-0140 Transfer from Reserves	(88,749.87)	(88,750.00)	
TOTAL REVENUES	**(261,409.87)**	**(261,410.00)**	
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		508.00	(508)
01-2-1000-1030 Benefits		152.00	(152)
01-2-1000-1040 WCB		11.00	(11)
01-2-1000-2070 Insurance - Liability	276.84	400.00	(123)
Total 2-1000 General Expenditures	276.84	1,071.00	(794)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	339.00	339.00	
Total 2-1150 Allocations	339.00	339.00	
2-3350 General Grants-in-Aid			
01-2-3350-5800 General Grants	210,000.00	260,000.00	(50,000)
Total 2-3350 General Grants-in-Aid	210,000.00	260,000.00	(50,000)
TOTAL EXPENDITURES	**210,615.84**	**261,410.00**	**(50,794)**
OPERATING SURPLUS/DEFICIT	**(50,794.03)**		**(50,794)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

225 Kelly Lake Community Centre

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(124,950.00)	(124,950.00)	
Total 1-0010 Requisition	(124,950.00)	(124,950.00)	
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(5,172.00)	(5,172.00)	
Total 1-0140 Transfer from Reserves	(5,172.00)	(5,172.00)	
TOTAL REVENUES	**(130,122.00)**	**(130,122.00)**	
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		11,292.00	(11,292)
01-2-1000-1030 Benefits		3,388.00	(3,388)
01-2-1000-1040 WCB		237.00	(237)
01-2-1000-2065 Insurance - Property	5,442.00	6,100.00	(658)
01-2-1000-2070 Insurance - Liability	1,107.36	1,400.00	(293)
01-2-1000-2110 R&M - Buildings		2,000.00	(2,000)
01-2-1000-2150 Electricity	3,205.93	7,000.00	(3,794)
01-2-1000-3010 Travel		142.00	(142)
01-2-1000-3020 Meals		97.00	(97)
01-2-1000-3030 Training & Development		512.00	(512)
01-2-1000-3040 Conferences & Seminars		167.00	(167)
01-2-1000-3150 Grant to organization		78,000.00	(78,000)
01-2-1000-5030 Legal Services		1,500.00	(1,500)
01-2-1000-6400 Safety & Tree Removal		1,000.00	(1,000)
Total 2-1000 General Expenditures	9,755.29	112,835.00	(103,080)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	2,004.00	2,004.00	
01-2-1150-1190 PRRD Vehicles	1,956.00	1,956.00	
Total 2-1150 Allocations	3,960.00	3,960.00	
2-8100 Transfers to Reserve			
01-2-8100-8110 Capital Reserve	8,327.00	8,327.00	
01-2-8100-8115 Operating Maintenance Reserve	5,000.00	5,000.00	
Total 2-8100 Transfers to Reserve	13,327.00	13,327.00	
TOTAL EXPENDITURES	**27,042.29**	**130,122.00**	**(103,080)**
OPERATING SURPLUS/DEFICIT	**(103,079.71)**		**(103,080)**
CAPITAL REVENUES			
7-0140 Transfers from Reserve			

General Operating Fund

225 Kelly Lake Community Centre

	2025 Actuals	2025 6. Board Approved	Variance
01-7-0140-0144 Gas Tax Reserve	(7,500.00)	(446,000.00)	438,500
01-7-0140-0145 PRA Reserve		(310,619.00)	310,619
Total 7-0140 Transfers from Reserve	(7,500.00)	(756,619.00)	749,119
TOTAL CAPITAL REVENUES	(7,500.00)	(756,619.00)	749,119
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
01-8-8500-8505 Buildings	7,500.00	756,619.00	(749,119)
Total 8-8500 Capital Expenditures	7,500.00	756,619.00	(749,119)
TOTAL CAPITAL EXPENDITURES	7,500.00	756,619.00	(749,119)
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

230 Tate Creek Community Centre

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(100,030.00)	(100,030.00)	
Total 1-0010 Requisition	(100,030.00)	(100,030.00)	
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(709.00)	(709.00)	
Total 1-0140 Transfer from Reserves	(709.00)	(709.00)	
TOTAL REVENUES	**(100,739.00)**	**(100,739.00)**	
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		6,045.00	(6,045)
01-2-1000-1030 Benefits		1,814.00	(1,814)
01-2-1000-1040 WCB		127.00	(127)
01-2-1000-2070 Insurance - Liability	276.84	400.00	(123)
01-2-1000-3010 Travel		77.00	(77)
01-2-1000-3020 Meals		54.00	(54)
01-2-1000-3030 Training & Development		237.00	(237)
01-2-1000-3040 Conferences & Seminars		87.00	(87)
01-2-1000-3150 Grant to organization		90,000.00	(90,000)
Total 2-1000 General Expenditures	276.84	98,841.00	(98,564)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	1,898.00	1,898.00	
Total 2-1150 Allocations	1,898.00	1,898.00	
TOTAL EXPENDITURES	**2,174.84**	**100,739.00**	**(98,564)**
OPERATING SURPLUS/DEFICIT	**(98,564.16)**		**(98,564)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

235 South Peace Multiplex

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(1,522,537.00)	(1,522,537.00)	
Total 1-0010 Requisition	(1,522,537.00)	(1,522,537.00)	
1-0030 Grants			
01-1-0030-0034 Municipal Grants-in-lieu		(3,500.00)	3,500
Total 1-0030 Grants		(3,500.00)	3,500
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	311.00	311.00	
Total 1-0140 Transfer from Reserves	311.00	311.00	
TOTAL REVENUES	**(1,522,226.00)**	**(1,525,726.00)**	**3,500**
EXPENDITURES			
2-8000 M.F.A			
01-2-8000-8030 Long-term principal		692,726.00	(692,726)
01-2-8000-8040 Long-term interest - MFA	416,500.00	833,000.00	(416,500)
Total 2-8000 M.F.A	416,500.00	1,525,726.00	(1,109,226)
TOTAL EXPENDITURES	**416,500.00**	**1,525,726.00**	**(1,109,226)**
OPERATING SURPLUS/DEFICIT	**(1,105,726.00)**		**(1,105,726)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

240 Chetwynd Leisure Centre

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(1,260,798.00)	(1,260,798.00)	
Total 1-0010 Requisition	(1,260,798.00)	(1,260,798.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(3.03)		(3)
Total 1-0030 Grants	(3.03)		(3)
1-0080 Miscellaneous			
01-1-0080-0085 Rec Facility Op Agreement	(111,449.61)	(368,297.00)	256,847
Total 1-0080 Miscellaneous	(111,449.61)	(368,297.00)	256,847
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(256,307.00)	(256,307.00)	
Total 1-0140 Transfer from Reserves	(256,307.00)	(256,307.00)	
TOTAL REVENUES	**(1,628,557.64)**	**(1,885,402.00)**	**256,844**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		13,961.00	(13,961)
01-2-1000-1030 Benefits		4,188.00	(4,188)
01-2-1000-1040 WCB		294.00	(294)
01-2-1000-2065 Insurance - Property	51,354.20	43,000.00	8,354
01-2-1000-2070 Insurance - Liability	5,536.80	6,600.00	(1,063)
01-2-1000-3010 Travel		184.00	(184)
01-2-1000-3020 Meals		128.00	(128)
01-2-1000-3030 Training & Development		554.00	(554)
01-2-1000-3040 Conferences & Seminars		209.00	(209)
01-2-1000-4300 Municipal Admin Fees		62,969.00	(62,969)
01-2-1000-5030 Legal Services	1,958.85	5,000.00	(3,041)
01-2-1000-6010 Operations	330,510.34	1,631,317.00	(1,300,807)
Total 2-1000 General Expenditures	389,360.19	1,768,404.00	(1,379,044)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	27,308.00	27,308.00	
Total 2-1150 Allocations	27,308.00	27,308.00	
2-8100 Transfers to Reserve			
01-2-8100-8110 Capital Reserve	89,690.00	89,690.00	
Total 2-8100 Transfers to Reserve	89,690.00	89,690.00	
TOTAL EXPENDITURES	**506,358.19**	**1,885,402.00**	**(1,379,044)**
OPERATING SURPLUS/DEFICIT	**(1,122,199.45)**		**(1,122,199)**

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

240 Chetwynd Leisure Centre

	2025 Actuals	2025 6. Board Approved	Variance
CAPITAL REVENUES			
7-0010 Requisition			
01-7-0010-0015 Requisition	(166,440.00)	(166,440.00)	
Total 7-0010 Requisition	(166,440.00)	(166,440.00)	
7-0120 Transfer from Reserves			
01-7-0120-8110 Capital Reserve		(117,500.00)	117,500
Total 7-0120 Transfer from Reserves		(117,500.00)	117,500
TOTAL CAPITAL REVENUES	(166,440.00)	(283,940.00)	117,500
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
01-8-8500-8501 Furniture, Fixtures, Equipment		208,940.00	(208,940)
01-8-8500-8503 Infrastructure		50,000.00	(50,000)
01-8-8500-8504 Building - Foundations		25,000.00	(25,000)
Total 8-8500 Capital Expenditures		283,940.00	(283,940)
TOTAL CAPITAL EXPENDITURES		283,940.00	(283,940)
CAPITAL SURPLUS/DEFICIT	**(166,440.00)**		**(166,440)**

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

245 North Peace Leisure Pool

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(3,974,880.00)	(3,974,880.00)	
Total 1-0010 Requisition	(3,974,880.00)	(3,974,880.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(2.69)		(3)
Total 1-0030 Grants	(2.69)		(3)
1-0050 Fees and Permits			
01-1-0050-0000 Fees - General	(286,068.34)	(766,700.00)	480,632
Total 1-0050 Fees and Permits	(286,068.34)	(766,700.00)	480,632
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(211,267.00)	(211,267.00)	
Total 1-0140 Transfer from Reserves	(211,267.00)	(211,267.00)	
TOTAL REVENUES	**(4,472,218.03)**	**(4,952,847.00)**	**480,629**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		33,896.00	(33,896)
01-2-1000-1030 Benefits		10,169.00	(10,169)
01-2-1000-1040 WCB		712.00	(712)
01-2-1000-2065 Insurance - Property	33,420.00	38,700.00	(5,280)
01-2-1000-2070 Insurance - Liability	5,536.80	6,600.00	(1,063)
01-2-1000-3010 Travel		416.00	(416)
01-2-1000-3020 Meals	47.62	314.00	(266)
01-2-1000-3030 Training & Development		1,056.00	(1,056)
01-2-1000-3040 Conferences & Seminars		456.00	(456)
01-2-1000-4300 Municipal Admin Fees	90,977.46	469,554.00	(378,577)
01-2-1000-5030 Legal Services		10,000.00	(10,000)
01-2-1000-6010 Operations	774,276.22	3,996,203.00	(3,221,927)
Total 2-1000 General Expenditures	904,258.10	4,568,076.00	(3,663,818)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	126,562.00	126,562.00	
01-2-1150-1190 PRRD Vehicles	789.00		789
Total 2-1150 Allocations	127,351.00	126,562.00	789
2-8100 Transfers to Reserve			
01-2-8100-8110 Capital Reserve			
01-2-8100-8111 Special Purpose Capital Reserve	208,209.00	208,209.00	
01-2-8100-8115 Operating Maintenance Reserve	50,000.00	50,000.00	
Total 2-8100 Transfers to Reserve	258,209.00	258,209.00	
TOTAL EXPENDITURES	**1,289,818.10**	**4,952,847.00**	**(3,663,029)**

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

245 North Peace Leisure Pool

	2025 Actuals	2025 6. Board Approved	Variance
OPERATING SURPLUS/DEFICIT	**(3,182,399.93)**		**(3,182,400)**
CAPITAL REVENUES			
7-0010 Requisition			
01-7-0010-0015 Requisition	(774,951.00)	(774,951.00)	
Total 7-0010 Requisition	(774,951.00)	(774,951.00)	
7-0020 Surplus/Deficit			
01-7-0020-0020 Surplus/Deficit	(175,049.00)	(175,049.00)	
Total 7-0020 Surplus/Deficit	(175,049.00)	(175,049.00)	
TOTAL CAPITAL REVENUES	(950,000.00)	(950,000.00)	
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
01-8-8500-8501 Furniture, Fixtures, Equipment	5,865.30	875,000.00	(869,135)
01-8-8500-8504 Building - Foundations		75,000.00	(75,000)
Total 8-8500 Capital Expenditures	5,865.30	950,000.00	(944,135)
TOTAL CAPITAL EXPENDITURES	5,865.30	950,000.00	(944,135)
CAPITAL SURPLUS/DEFICIT	**(944,134.70)**		**(944,135)**

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

250 Chetwynd Recreation Complex

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(431,220.00)	(431,220.00)	
Total 1-0010 Requisition	(431,220.00)	(431,220.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(0.78)		(1)
Total 1-0030 Grants	(0.78)		(1)
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve		1.00	(1)
Total 1-0140 Transfer from Reserves		1.00	(1)
TOTAL REVENUES	**(431,220.78)**	**(431,219.00)**	**(2)**
EXPENDITURES			
2-8000 M.F.A			
01-2-8000-8030 Long-term principal	262,405.17	262,405.00	
01-2-8000-8040 Long-term interest - MFA	45,683.20	168,814.00	(123,131)
Total 2-8000 M.F.A	308,088.37	431,219.00	(123,131)
TOTAL EXPENDITURES	**308,088.37**	**431,219.00**	**(123,131)**
OPERATING SURPLUS/DEFICIT	**(123,132.41)**		**(123,132)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

255 Chetwynd Arena

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(1,895,196.00)	(1,895,196.00)	
Total 1-0010 Requisition	(1,895,196.00)	(1,895,196.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(18.63)		(19)
Total 1-0030 Grants	(18.63)		(19)
1-0080 Miscellaneous			
01-1-0080-0085 Rec Facility Op Agreement	(74,600.32)	(260,590.00)	185,990
Total 1-0080 Miscellaneous	(74,600.32)	(260,590.00)	185,990
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(216,967.00)	(216,967.00)	
Total 1-0140 Transfer from Reserves	(216,967.00)	(216,967.00)	
TOTAL REVENUES	**(2,186,781.95)**	**(2,372,753.00)**	**185,971**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		15,389.00	(15,389)
01-2-1000-1030 Benefits		4,617.00	(4,617)
01-2-1000-1040 WCB		324.00	(324)
01-2-1000-2065 Insurance - Property	34,804.80	43,000.00	(8,195)
01-2-1000-2070 Insurance - Liability	5,536.80	6,600.00	(1,063)
01-2-1000-3010 Travel		186.00	(186)
01-2-1000-3020 Meals		139.00	(139)
01-2-1000-3030 Training & Development		526.00	(526)
01-2-1000-3040 Conferences & Seminars		211.00	(211)
01-2-1000-4300 Municipal Admin Fees	1,041.37	63,011.00	(61,970)
01-2-1000-5030 Legal Services	1,958.85	5,000.00	(3,041)
01-2-1000-6010 Operations	368,936.94	1,908,666.00	(1,539,729)
Total 2-1000 General Expenditures	412,278.76	2,047,669.00	(1,635,390)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	35,332.00	35,332.00	
Total 2-1150 Allocations	35,332.00	35,332.00	
2-8100 Transfers to Reserve			
01-2-8100-8110 Capital Reserve	269,752.00	269,752.00	
01-2-8100-8120 Operating Reserve	20,000.00	20,000.00	
Total 2-8100 Transfers to Reserve	289,752.00	289,752.00	
TOTAL EXPENDITURES	**737,362.76**	**2,372,753.00**	**(1,635,390)**
OPERATING SURPLUS/DEFICIT	**(1,449,419.19)**		**(1,449,419)**

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

255 Chetwynd Arena

	2025 Actuals	2025 6. Board Approved	Variance
CAPITAL REVENUES			
7-0010 Requisition			
01-7-0010-0015 Requisition	(124,084.00)	(124,084.00)	
Total 7-0010 Requisition	(124,084.00)	(124,084.00)	
7-0020 Surplus/Deficit			
01-7-0020-0020 Surplus/Deficit	(40,086.00)	(40,086.00)	
Total 7-0020 Surplus/Deficit	(40,086.00)	(40,086.00)	
7-0120 Transfer from Reserves			
01-7-0120-8110 Capital Reserve		(1,488,013.00)	1,488,013
Total 7-0120 Transfer from Reserves		(1,488,013.00)	1,488,013
TOTAL CAPITAL REVENUES	(164,170.00)	(1,652,183.00)	1,488,013
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
01-8-8500-8501 Furniture, Fixtures, Equipment		92,183.00	(92,183)
01-8-8500-8504 Building - Foundations		60,000.00	(60,000)
01-8-8500-8507 Land Improvements		1,500,000.00	(1,500,000)
Total 8-8500 Capital Expenditures		1,652,183.00	(1,652,183)
TOTAL CAPITAL EXPENDITURES		1,652,183.00	(1,652,183)
CAPITAL SURPLUS/DEFICIT	**(164,170.00)**		**(164,170)**

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

260 Clearview Arena - Artificial Ice

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0010 Electoral			
01-1-0010-0015 Requisition	(186,196.00)	(186,196.00)	
Total 1-0010 Requisition	(186,196.00)	(186,196.00)	
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(1,270.00)	(1,270.00)	
Total 1-0140 Transfer from Reserves	(1,270.00)	(1,270.00)	
TOTAL REVENUES	**(187,466.00)**	**(187,466.00)**	
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		9,937.00	(9,937)
01-2-1000-1030 Benefits		2,981.00	(2,981)
01-2-1000-1040 WCB		209.00	(209)
01-2-1000-2065 Insurance - Property	12,499.00	13,800.00	(1,301)
01-2-1000-2070 Insurance - Liability	1,107.36	1,400.00	(293)
01-2-1000-3010 Travel		120.00	(120)
01-2-1000-3020 Meals		150.00	(150)
01-2-1000-3030 Training & Development		380.00	(380)
01-2-1000-3040 Conferences & Seminars		140.00	(140)
01-2-1000-3150 Grant to organization		155,000.00	(155,000)
Total 2-1000 General Expenditures	13,606.36	184,117.00	(170,511)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	3,103.00	3,103.00	
01-2-1150-1190 PRRD Vehicles	246.00	246.00	
Total 2-1150 Allocations	3,349.00	3,349.00	
TOTAL EXPENDITURES	**16,955.36**	**187,466.00**	**(170,511)**
OPERATING SURPLUS/DEFICIT	**(170,510.64)**		**(170,511)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

265 Buick Creek Arena

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(310,000.00)	(310,000.00)	
Total 1-0010 Requisition	(310,000.00)	(310,000.00)	
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(16,797.00)	(16,797.00)	
01-1-0140-0141 Capital Reserve		(73,616.00)	73,616
Total 1-0140 Transfer from Reserves	(16,797.00)	(90,413.00)	73,616
TOTAL REVENUES	**(326,797.00)**	**(400,413.00)**	**73,616**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		7,286.00	(7,286)
01-2-1000-1030 Benefits		2,186.00	(2,186)
01-2-1000-1040 WCB		153.00	(153)
01-2-1000-2065 Insurance - Property	12,844.00	14,200.00	(1,356)
01-2-1000-2070 Insurance - Liability	1,107.36	1,400.00	(293)
01-2-1000-3010 Travel		92.00	(92)
01-2-1000-3020 Meals	66.66	100.00	(33)
01-2-1000-3030 Training & Development		302.00	(302)
01-2-1000-3040 Conferences & Seminars		107.00	(107)
01-2-1000-3150 Grant to organization		160,000.00	(160,000)
01-2-1000-3160 Capital Grant to Organization		73,616.00	(73,616)
Total 2-1000 General Expenditures	14,018.02	259,442.00	(245,424)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	2,507.00	2,507.00	
Total 2-1150 Allocations	2,507.00	2,507.00	
2-8000 M.F.A			
01-2-8000-8030 Long-term principal	85,103.38	85,103.00	
01-2-8000-8040 Long-term interest - MFA	14,816.00	53,361.00	(38,545)
01-2-8000-8050 Actuarial Recognized			
Total 2-8000 M.F.A	99,919.38	138,464.00	(38,545)
TOTAL EXPENDITURES	**116,444.40**	**400,413.00**	**(283,969)**
OPERATING SURPLUS/DEFICIT	**(210,352.60)**		**(210,353)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			

General Operating Fund

265 Buick Creek Arena

	2025 Actuals	2025 6. Board Approved	Variance
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

280 Rec & Cultural Facilities Grants-in-Aid

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(384,281.00)	(384,281.00)	
Total 1-0010 Requisition	(384,281.00)	(384,281.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(0.35)		-
Total 1-0030 Grants	(0.35)		-
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(66,803.00)	(66,803.00)	
Total 1-0140 Transfer from Reserves	(66,803.00)	(66,803.00)	
TOTAL REVENUES	**(451,084.35)**	**(451,084.00)**	**-**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		6,475.00	(6,475)
01-2-1000-1030 Benefits		1,942.00	(1,942)
01-2-1000-1040 WCB		136.00	(136)
Total 2-1000 General Expenditures		8,553.00	(8,553)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	9,712.00	9,712.00	
Total 2-1150 Allocations	9,712.00	9,712.00	
2-3100 Rural Grants-in-aid - Area B			
01-2-3100-5800 General Grants - Rural GIA AREA B	235,000.00	240,000.00	(5,000)
Total 2-3100 Rural Grants-in-aid - Area B	235,000.00	240,000.00	(5,000)
2-3101 Rural Grants-in-aid - Area C			
01-2-3101-5800 General Grants - Rural GIA AREA C	45,000.00	48,000.00	(3,000)
Total 2-3101 Rural Grants-in-aid - Area C	45,000.00	48,000.00	(3,000)
2-3103 Rural Grants-in-aid - Area E			
01-2-3103-5800 General Grants - Rural GIA AREA E	106,498.07	110,000.00	(3,502)
Total 2-3103 Rural Grants-in-aid - Area E	106,498.07	110,000.00	(3,502)
2-8100 Transfers to Reserve			
01-2-8100-8115 Operating Maintenance Reserve	34,819.00	34,819.00	
Total 2-8100 Transfers to Reserve	34,819.00	34,819.00	
TOTAL EXPENDITURES	**431,029.07**	**451,084.00**	**(20,055)**
OPERATING SURPLUS/DEFICIT	**(20,055.28)**		**(20,055)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

280 Rec & Cultural Facilities Grants-in-Aid

	2025 Actuals	2025 6. Board Approved	Variance
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

285 Cemeteries - B,C,D, & E

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(51,986.00)	(51,986.00)	
Total 1-0010 Requisition	(51,986.00)	(51,986.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(0.10)		-
Total 1-0030 Grants	(0.10)		-
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(15,918.00)	(15,918.00)	
Total 1-0140 Transfer from Reserves	(15,918.00)	(15,918.00)	
TOTAL REVENUES	**(67,904.10)**	**(67,904.00)**	**-**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		513.00	(513)
01-2-1000-1030 Benefits		154.00	(154)
01-2-1000-1040 WCB		11.00	(11)
Total 2-1000 General Expenditures		678.00	(678)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	1,026.00	1,026.00	
Total 2-1150 Allocations	1,026.00	1,026.00	
2-3180 Cemetery Grants-in-Aid - Area B			
01-2-3180-5800 General Grants	1,046.00	4,000.00	(2,954)
Total 2-3180 Cemetery Grants-in-Aid - Area B	1,046.00	4,000.00	(2,954)
2-3181 Cemetery Grants-in-Aid - Area C			
01-2-3181-5800 General Grants		10,000.00	(10,000)
Total 2-3181 Cemetery Grants-in-Aid - Area C		10,000.00	(10,000)
2-3182 Cemetery Grants-in-Aid - Area D			
01-2-3182-5800 General Grants	1,500.00	16,000.00	(14,500)
Total 2-3182 Cemetery Grants-in-Aid - Area D	1,500.00	16,000.00	(14,500)
2-3183 Cemetery Grants-in-Aid - Area E			
01-2-3183-5800 General Grants	1,000.00	36,200.00	(35,200)
Total 2-3183 Cemetery Grants-in-Aid - Area E	1,000.00	36,200.00	(35,200)
TOTAL EXPENDITURES	**4,572.00**	**67,904.00**	**(63,332)**
OPERATING SURPLUS/DEFICIT	**(63,332.10)**		**(63,332)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

285 Cemeteries - B,C,D, & E

	2025 Actuals	2025 6. Board Approved	Variance
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

290 Chetwynd Library

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(845,541.00)	(845,541.00)	
Total 1-0010 Requisition	(845,541.00)	(845,541.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(7.85)		(8)
Total 1-0030 Grants	(7.85)		(8)
1-0040 Recovery of Costs			
01-1-0040-0000 General - Recovery of Costs	(23,797.76)		(23,798)
Total 1-0040 Recovery of Costs	(23,797.76)		(23,798)
1-0080 Miscellaneous			
01-1-0080-0086 Concession/Lease		(11,750.00)	11,750
Total 1-0080 Miscellaneous		(11,750.00)	11,750
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(94,000.00)	(94,000.00)	
Total 1-0140 Transfer from Reserves	(94,000.00)	(94,000.00)	
TOTAL REVENUES	**(963,346.61)**	**(951,291.00)**	**(12,056)**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		30,641.00	(30,641)
01-2-1000-1030 Benefits		9,193.00	(9,193)
01-2-1000-1040 WCB		644.00	(644)
01-2-1000-2065 Insurance - Property	7,946.00	7,900.00	46
01-2-1000-2070 Insurance - Liability	1,107.36	1,400.00	(293)
01-2-1000-2110 R&M - Buildings	2,444.04	25,000.00	(22,556)
01-2-1000-2150 Electricity	3,232.95	15,000.00	(11,767)
01-2-1000-2160 Natural Gas	3,379.11	30,000.00	(26,621)
01-2-1000-3010 Travel		363.00	(363)
01-2-1000-3016 Mileage		250.00	(250)
01-2-1000-3020 Meals		263.00	(263)
01-2-1000-3030 Training & Development		1,223.00	(1,223)
01-2-1000-3040 Conferences & Seminars		413.00	(413)
01-2-1000-3150 Grant to organization	690,000.00	690,000.00	
01-2-1000-4300 Municipal Admin Fees		50,000.00	(50,000)
01-2-1000-5010 Advertising Services	1,528.00	3,000.00	(1,472)
Total 2-1000 General Expenditures	709,637.46	865,290.00	(155,653)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	11,502.00	11,502.00	
01-2-1150-1190 PRRD Vehicles	635.00	635.00	
Total 2-1150 Allocations	12,137.00	12,137.00	

General Operating Fund

290 Chetwynd Library

	2025 Actuals	2025 6. Board Approved	Variance
2-8100 Transfers to Reserve			
01-2-8100-8110 Capital Reserve	63,864.00	63,864.00	
01-2-8100-8115 Operating Maintenance Reserve	10,000.00	10,000.00	
Total 2-8100 Transfers to Reserve	73,864.00	73,864.00	
TOTAL EXPENDITURES	**795,638.46**	**951,291.00**	**(155,653)**
OPERATING SURPLUS/DEFICIT	**(167,708.15)**		**(167,708)**
CAPITAL REVENUES			
7-0020 Surplus/Deficit			
01-7-0020-0020 Surplus/Deficit	(225,191.00)	(225,191.00)	
Total 7-0020 Surplus/Deficit	(225,191.00)	(225,191.00)	
TOTAL CAPITAL REVENUES	(225,191.00)	(225,191.00)	
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
01-8-8500-8504 Building - Foundations	121,386.19	225,191.00	(103,805)
Total 8-8500 Capital Expenditures	121,386.19	225,191.00	(103,805)
TOTAL CAPITAL EXPENDITURES	121,386.19	225,191.00	(103,805)
CAPITAL SURPLUS/DEFICIT	**(103,804.81)**		**(103,805)**

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

291 Fort St. John Public Library

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(79,235.00)	(79,235.00)	
Total 1-0010 Requisition	(79,235.00)	(79,235.00)	
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(1,579.00)	(1,579.00)	
Total 1-0140 Transfer from Reserves	(1,579.00)	(1,579.00)	
TOTAL REVENUES	**(80,814.00)**	**(80,814.00)**	
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		6,524.00	(6,524)
01-2-1000-1030 Benefits		1,957.00	(1,957)
01-2-1000-1040 WCB		137.00	(137)
01-2-1000-2070 Insurance - Liability	276.84	400.00	(123)
01-2-1000-3010 Travel		82.00	(82)
01-2-1000-3020 Meals		58.00	(58)
01-2-1000-3030 Training & Development		262.00	(262)
01-2-1000-3040 Conferences & Seminars		97.00	(97)
01-2-1000-3150 Grant to organization	70,000.00	70,000.00	
Total 2-1000 General Expenditures	70,276.84	79,517.00	(9,240)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	1,297.00	1,297.00	
Total 2-1150 Allocations	1,297.00	1,297.00	
TOTAL EXPENDITURES	**71,573.84**	**80,814.00**	**(9,240)**
OPERATING SURPLUS/DEFICIT	**(9,240.16)**		**(9,240)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

295 Library Services

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(75,495.00)	(75,495.00)	
Total 1-0010 Requisition	(75,495.00)	(75,495.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(0.32)		-
Total 1-0030 Grants	(0.32)		-
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(2,209.00)	(2,209.00)	
01-1-0140-0142 Fair Share Reserve		(8,000.00)	8,000
Total 1-0140 Transfer from Reserves	(2,209.00)	(10,209.00)	8,000
TOTAL REVENUES	**(77,704.32)**	**(85,704.00)**	**8,000**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		4,042.00	(4,042)
01-2-1000-1030 Benefits		1,213.00	(1,213)
01-2-1000-1040 WCB		85.00	(85)
01-2-1000-2070 Insurance - Liability	276.84	400.00	(123)
01-2-1000-3010 Travel		52.00	(52)
01-2-1000-3020 Meals		38.00	(38)
01-2-1000-3030 Training & Development		132.00	(132)
01-2-1000-3040 Conferences & Seminars		57.00	(57)
01-2-1000-3150 Grant to organization	70,000.00	78,000.00	(8,000)
Total 2-1000 General Expenditures	70,276.84	84,019.00	(13,742)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	1,685.00	1,685.00	
Total 2-1150 Allocations	1,685.00	1,685.00	
TOTAL EXPENDITURES	**71,961.84**	**85,704.00**	**(13,742)**
OPERATING SURPLUS/DEFICIT	**(5,742.48)**		**(5,742)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

300 Emergency Planning

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(370,034.00)	(370,034.00)	
Total 1-0010 Requisition	(370,034.00)	(370,034.00)	
1-0030 Grants			
01-1-0030-0000 General		(25,000.00)	25,000
01-1-0030-0031 Provincial Grants-in-lieu	(8.08)		(8)
01-1-0030-0037 Provincial Conditional	(100,500.00)	(596,000.00)	495,500
Total 1-0030 Grants	(100,508.08)	(621,000.00)	520,492
1-0040 Recovery of Costs			
01-1-0040-0000 General - Recovery of Costs	(2,406.75)		(2,407)
01-1-0040-3404 Recovery of Costs - Community Measures			
Total 1-0040 Recovery of Costs	(2,406.75)		(2,407)
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(404,526.00)	(404,526.00)	
Total 1-0140 Transfer from Reserves	(404,526.00)	(404,526.00)	
TOTAL REVENUES	**(877,474.83)**	**(1,395,560.00)**	**518,085**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time	205,455.00	281,826.00	(76,371)
01-2-1000-1030 Benefits	60,112.88	84,548.00	(24,435)
01-2-1000-1040 WCB	4,483.09	5,914.00	(1,431)
01-2-1000-2030 Phone/Internet	2,613.89	12,260.00	(9,646)
01-2-1000-2065 Insurance - Property		217.00	(217)
01-2-1000-2070 Insurance - Liability	4,429.44	5,300.00	(871)
01-2-1000-3010 Travel	456.06	4,168.00	(3,712)
01-2-1000-3016 Mileage	308.57	8,000.00	(7,691)
01-2-1000-3020 Meals	240.51	5,378.00	(5,137)
01-2-1000-3030 Training & Development	632.85	11,465.00	(10,832)
01-2-1000-3040 Conferences & Seminars	1,235.43	5,140.00	(3,905)
01-2-1000-3050 Memberships	1,028.83	2,135.00	(1,106)
01-2-1000-3060 Meetings	1,379.38	8,000.00	(6,621)
01-2-1000-5010 Advertising Services	2,447.67	16,000.00	(13,552)
01-2-1000-5030 Legal Services	8,626.88	30,000.00	(21,373)
01-2-1000-5056 Public Engagement		16,000.00	(16,000)
01-2-1000-5120 Supplies - Office	1,638.61	4,000.00	(2,361)
Total 2-1000 General Expenditures	295,089.09	500,351.00	(205,262)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	27,542.00	27,542.00	
01-2-1150-1190 PRRD Vehicles	3,028.00	3,028.00	

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

300 Emergency Planning

	2025 Actuals	2025 6. Board Approved	Variance
Total 2-1150 Allocations	30,570.00	30,570.00	
2-1275 Emergency Operations Centre			
01-2-1275-2065 Insurance - Property		2,675.00	(2,675)
01-2-1275-2110 R&M - Buildings		2,573.00	(2,573)
01-2-1275-2140 Security		3,087.00	(3,087)
01-2-1275-2150 Electricity		2,500.00	(2,500)
01-2-1275-2160 Natural Gas		2,500.00	(2,500)
01-2-1275-2170 Water		1,029.00	(1,029)
01-2-1275-3030 Training & Development	9,771.96	26,000.00	(16,228)
01-2-1275-4403 Licensing (EOC)	2,095.89	5,250.00	(3,154)
01-2-1275-5120 Supplies - Office	265.00	3,600.00	(3,335)
01-2-2900-4403 Licensing		380.00	(380)
Total 2-1275 Emergency Operations Centre	12,132.85	49,594.00	(37,461)
2-2505 SPU#1- Sprinkler Protection Unit Trailer			
01-2-2505-6230 Insurance - SPU#1	255.00	255.00	
01-2-2505-6240 Repairs - SPU#1		200.00	(200)
01-2-2505-6250 Maintenance - SPU#1		300.00	(300)
Total 2-2505 SPU#1- Sprinkler Protection Unit Trailer	255.00	755.00	(500)
2-2510 Emergency Planning			
01-2-2510-2512 Flood Response Supplies		5,000.00	(5,000)
01-2-2510-3100 Contract for Services EMERG PLANNING	260,692.04	676,000.00	(415,308)
01-2-2510-4403 Licensing	11,497.37	21,670.00	(10,173)
01-2-2510-5060 Studies, Plans and Assessments		85,000.00	(85,000)
01-2-2510-5140 Minor Capital	7,917.80	25,000.00	(17,082)
Total 2-2510 Emergency Planning	280,107.21	812,670.00	(532,563)
2-2515 Weather Stations			
01-2-2515-2030 Phone/Internet		960.00	(960)
01-2-2515-4435 Website Maintenance		220.00	(220)
01-2-2515-6240 Repairs		220.00	(220)
01-2-2515-6250 Maintenance		220.00	(220)
Total 2-2515 Weather Stations		1,620.00	(1,620)
2-2900 Fire Operations			
01-2-2900-4403 Licensing	151.50		152
Total 2-2900 Fire Operations	151.50		152
TOTAL EXPENDITURES	**618,305.65**	**1,395,560.00**	**(777,254)**
OPERATING SURPLUS/DEFICIT	**(259,169.18)**		**(259,169)**
CAPITAL REVENUES			
7-0140 Transfers from Reserve			

General Operating Fund

300 Emergency Planning

	2025 Actuals	2025 6. Board Approved	Variance
01-7-0140-0149 Growing Communities Reserve	(58,065.25)	(619,567.00)	561,502
Total 7-0140 Transfers from Reserve	(58,065.25)	(619,567.00)	561,502
TOTAL CAPITAL REVENUES	(58,065.25)	(619,567.00)	561,502
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
01-8-8500-8501 Furniture, Fixtures, Equipment		6,326.00	(6,326)
01-8-8500-8505 Buildings	58,065.25	613,241.00	(555,176)
Total 8-8500 Capital Expenditures	58,065.25	619,567.00	(561,502)
TOTAL CAPITAL EXPENDITURES	58,065.25	619,567.00	(561,502)
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

305 911 Emergency Telephone System

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(1,411,725.00)	(1,411,725.00)	
Total 1-0010 Requisition	(1,411,725.00)	(1,411,725.00)	
1-0030 Grants			
01-1-0030-0000 General			
01-1-0030-0031 Provincial Grants-in-lieu	(1.15)	(109,000.00)	108,999
01-1-0030-0034 Municipal Grants-in-lieu		(1,500.00)	1,500
Total 1-0030 Grants	(1.15)	(110,500.00)	110,499
1-0040 Recovery of Costs			
01-1-0040-0000 General - Recovery of Costs	(23,650.00)		(23,650)
Total 1-0040 Recovery of Costs	(23,650.00)		(23,650)
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(244,577.00)	(244,577.00)	
Total 1-0140 Transfer from Reserves	(244,577.00)	(244,577.00)	
TOTAL REVENUES	**(1,679,953.15)**	**(1,766,802.00)**	**86,849**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		20,598.00	(20,598)
01-2-1000-1030 Benefits		6,179.00	(6,179)
01-2-1000-1040 WCB		433.00	(433)
01-2-1000-2065 Insurance - Property	5,623.00	18,000.00	(12,377)
01-2-1000-2070 Insurance - Liability	4,429.44	5,300.00	(871)
01-2-1000-3010 Travel		405.00	(405)
01-2-1000-3020 Meals		728.00	(728)
01-2-1000-3030 Training & Development		4,858.00	(4,858)
01-2-1000-3040 Conferences & Seminars		570.00	(570)
01-2-1000-3050 Memberships	350.00	360.00	(10)
01-2-1000-3100 Contract for Services	24,326.46	29,734.00	(5,408)
01-2-1000-5030 Legal Services		18,522.00	(18,522)
01-2-1000-5120 Supplies - Office		500.00	(500)
Total 2-1000 General Expenditures	34,728.90	106,187.00	(71,458)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	22,435.00	22,435.00	
01-2-1150-1190 PRRD Vehicles	2,313.00	2,313.00	
Total 2-1150 Allocations	24,748.00	24,748.00	
2-2600 911 Emergency Telephone System			
01-2-2600-1210 Interconnect Service	56,569.68	144,000.00	(87,430)
01-2-2600-1220 Satellite Service	3,185.57	12,043.00	(8,857)
01-2-2600-2030 Phone/Internet (911 EMERG TELE)		8,000.00	(8,000)

General Operating Fund

305 911 Emergency Telephone System

	2025 Actuals	2025 6. Board Approved	Variance
01-2-2600-2120 R&M Equipment - 911 Emerg Tele	3,206.10	15,435.00	(12,229)
01-2-2600-4403 Licensing	44,000.13	38,400.00	5,600
01-2-2600-5140 Minor Capital		1,500.00	(1,500)
Total 2-2600 911 Emergency Telephone System	106,961.48	219,378.00	(112,417)
2-2605 Dispatch			
01-2-2605-1201 E-Comm	97,280.00	211,435.00	(114,155)
01-2-2605-1202 NI 911	97,605.00	379,260.00	(281,655)
Total 2-2605 Dispatch	194,885.00	590,695.00	(395,810)
2-2610 Radio Towers			
01-2-2610-2030 Phone/Internet (RADIO TOWERS)	13,359.60	36,819.00	(23,459)
01-2-2610-2150 Utilities - Electricity	414.07	730.00	(316)
01-2-2610-4010 Rent/Lease	77,736.55	92,003.00	(14,266)
01-2-2610-6250 Maintenance	11,739.78	101,000.00	(89,260)
Total 2-2610 Radio Towers	103,250.00	230,552.00	(127,302)
2-2615 Next Gen 911			
01-2-2615-0000 General - Next Gen 911		45,000.00	(45,000)
Total 2-2615 Next Gen 911		45,000.00	(45,000)
2-8000 M.F.A			
01-2-8000-8010 Short-term principal		420,242.00	(420,242)
01-2-8000-8020 Short-term Interest	13,796.86	80,000.00	(66,203)
Total 2-8000 M.F.A	13,796.86	500,242.00	(486,445)
2-8100 Transfers to Reserve			
01-2-8100-8110 Capital Reserve	50,000.00	50,000.00	
Total 2-8100 Transfers to Reserve	50,000.00	50,000.00	
TOTAL EXPENDITURES	**528,370.24**	**1,766,802.00**	**(1,238,432)**
OPERATING SURPLUS/DEFICIT	**(1,151,582.91)**		**(1,151,583)**
CAPITAL REVENUES			
7-0120 Transfer from Reserves			
01-7-0120-8110 Capital Reserve		(186,357.00)	186,357
Total 7-0120 Transfer from Reserves		(186,357.00)	186,357
TOTAL CAPITAL REVENUES		(186,357.00)	186,357
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
01-8-8500-8501 Furniture, Fixtures, Equipment		186,357.00	(186,357)
Total 8-8500 Capital Expenditures		186,357.00	(186,357)
TOTAL CAPITAL EXPENDITURES		186,357.00	(186,357)

General Operating Fund

305 911 Emergency Telephone System

	2025 Actuals	2025 6. Board Approved	Variance
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

310 Emergency Rescue Vehicle

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(17,737.00)	(17,737.00)	
Total 1-0010 Requisition	(17,737.00)	(17,737.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(0.43)		-
Total 1-0030 Grants	(0.43)		-
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(784.77)	(785.00)	
Total 1-0140 Transfer from Reserves	(784.77)	(785.00)	
TOTAL REVENUES	**(18,522.20)**	**(18,522.00)**	**-**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		4,769.00	(4,769)
01-2-1000-1030 Benefits		1,431.00	(1,431)
01-2-1000-1040 WCB		101.00	(101)
01-2-1000-3010 Travel		115.00	(115)
01-2-1000-3020 Meals		111.00	(111)
01-2-1000-3030 Training & Development		343.00	(343)
01-2-1000-3040 Conferences & Seminars		111.00	(111)
Total 2-1000 General Expenditures		6,981.00	(6,981)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	384.00	384.00	
01-2-1150-1190 PRRD Vehicles		157.00	(157)
Total 2-1150 Allocations	384.00	541.00	(157)
2-3110 Emergency Vehicle Grants-in-Aid - Area D			
01-2-3110-5800 General Grants		5,000.00	(5,000)
Total 2-3110 Emergency Vehicle Grants-in-Aid - Area D		5,000.00	(5,000)
2-3111 Emergency Vehicle Grants-in-Aid - Area E			
01-2-3111-5800 General Grants		6,000.00	(6,000)
Total 2-3111 Emergency Vehicle Grants-in-Aid - Area E		6,000.00	(6,000)
TOTAL EXPENDITURES	**384.00**	**18,522.00**	**(18,138)**
OPERATING SURPLUS/DEFICIT	**(18,138.20)**		**(18,138)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			

General Operating Fund

310 Emergency Rescue Vehicle

	2025 Actuals	2025 6. Board Approved	Variance
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

315 Charlie Lake Fire

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(959,438.00)	(959,438.00)	
Total 1-0010 Requisition	(959,438.00)	(959,438.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(218.95)		(219)
Total 1-0030 Grants	(218.95)		(219)
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(178,423.00)	(178,423.00)	
01-1-0140-0144 Gas Tax Reserve		(25,000.00)	25,000
Total 1-0140 Transfer from Reserves	(178,423.00)	(203,423.00)	25,000
TOTAL REVENUES	**(1,138,079.95)**	**(1,162,861.00)**	**24,781**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time	92,897.44	243,528.00	(150,631)
01-2-1000-1030 Benefits	31,268.39	73,058.00	(41,790)
01-2-1000-1040 WCB	2,046.57	5,114.00	(3,067)
01-2-1000-2030 Phone/Internet	2,242.01	4,850.00	(2,608)
01-2-1000-2050 Miscellaneous	101.75	8,500.00	(8,398)
01-2-1000-2065 Insurance - Property	12,548.00	10,700.00	1,848
01-2-1000-2070 Insurance - Liability	5,536.80	6,600.00	(1,063)
01-2-1000-2080 Insurance - AD&D	359.80	400.00	(40)
01-2-1000-2110 R&M - Buildings	11,869.37	15,000.00	(3,131)
01-2-1000-2112 Health & Safety Training		1,500.00	(1,500)
01-2-1000-2120 R&M - Equipment	529.48	2,000.00	(1,471)
01-2-1000-2130 R&M - Machinery	1,251.73		1,252
01-2-1000-2140 Security	300.00	375.00	(75)
01-2-1000-2150 Electricity	4,523.96	6,600.00	(2,076)
01-2-1000-2160 Natural Gas	1,525.65	6,000.00	(4,474)
01-2-1000-2170 Water	6,443.07	13,000.00	(6,557)
01-2-1000-3010 Travel	323.73	669.00	(345)
01-2-1000-3016 Mileage		500.00	(500)
01-2-1000-3020 Meals	378.10	2,356.00	(1,978)
01-2-1000-3030 Training & Development	5,808.52	113,361.00	(107,552)
01-2-1000-3040 Conferences & Seminars	3,924.62	15,583.00	(11,658)
01-2-1000-3050 Memberships	419.00	3,000.00	(2,581)
01-2-1000-3100 Contract for Services	4,657.00	50,000.00	(45,343)
01-2-1000-4010 Rent/Lease	2,600.00	3,000.00	(400)
01-2-1000-4425 Software and Software Licensing	13.92		14
01-2-1000-5010 Advertising Services	873.06	5,000.00	(4,127)

General Operating Fund

315 Charlie Lake Fire

	2025 Actuals	2025 6. Board Approved	Variance
01-2-1000-5070 Inspections		2,500.00	(2,500)
01-2-1000-5115 Supplies - General	1,294.43	3,500.00	(2,206)
01-2-1000-5120 Supplies - Office	885.33	3,000.00	(2,115)
01-2-1000-5130 Miscellaneous Equipment	971.56	13,000.00	(12,028)
Total 2-1000 General Expenditures	195,593.29	612,694.00	(417,101)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	22,860.00	22,860.00	
01-2-1150-1190 PRRD Vehicles	2,664.00	2,664.00	
Total 2-1150 Allocations	25,524.00	25,524.00	
2-2305 CL#1 - 2006 Sterling (Yellow)			
01-2-2305-6210 Fuel - CL#1		1,500.00	(1,500)
01-2-2305-6230 Insurance - Vehicles & Equipment - CL#1	1,283.00	1,283.00	
01-2-2305-6240 Repairs - CL#1		2,500.00	(2,500)
01-2-2305-6250 Maintenance - CL#1		5,000.00	(5,000)
Total 2-2305 CL#1 - 2006 Sterling (Yellow)	1,283.00	10,283.00	(9,000)
2-2310 CL#10 - SQUAD 1			
01-2-2310-6210 Fuel-CL#10	1,007.35	2,500.00	(1,493)
01-2-2310-6230 Insurance - Vehicles & Equipment-CL#10	749.00	749.00	
01-2-2310-6240 Repairs-CL#10		2,000.00	(2,000)
01-2-2310-6250 Maintenance-CL#10		2,000.00	(2,000)
Total 2-2310 CL#10 - SQUAD 1	1,756.35	7,249.00	(5,493)
2-2320 CL#11 - ATV Trailer (for Side-by-side)			
01-2-2320-6230 Insurance - Vehicles & Equipment-CL#11	158.00	158.00	
01-2-2320-6240 Repairs-CL#11		200.00	(200)
01-2-2320-6250 Maintenance-CL#11		200.00	(200)
Total 2-2320 CL#11 - ATV Trailer (for Side-by-side)	158.00	558.00	(400)
2-2330 CL#12 - ATV			
01-2-2330-6210 Fuel-CL#12		200.00	(200)
01-2-2330-6230 Insurance - Vehicles & Equipment-CL#12	36.00	36.00	
01-2-2330-6240 Repairs-CL#12	50.08	250.00	(200)
01-2-2330-6250 Maintenance-CL#12		500.00	(500)
Total 2-2330 CL#12 - ATV	86.08	986.00	(900)
2-2350 CL#14 - TENDER 3 (used from DC)			
01-2-2350-6210 Fuel-CL#14	99.73	500.00	(400)
01-2-2350-6230 Insurance - Vehicles & Equipment-CL#14	433.00	433.00	
01-2-2350-6240 Repairs-CL#14	334.00	2,000.00	(1,666)
01-2-2350-6250 Maintenance-CL#14	31.97	2,500.00	(2,468)
Total 2-2350 CL#14 - TENDER 3 (used from DC)	898.70	5,433.00	(4,534)
2-2360 CL#2 - 2014 GMC Sierra SQUAD 2			
01-2-2360-6210 Fuel-CL#2	1,115.29	2,500.00	(1,385)
01-2-2360-6230 Insurance - Vehicles & Equipment-CL#2	936.00	936.00	
01-2-2360-6240 Repairs-CL#2		2,000.00	(2,000)

General Operating Fund

315 Charlie Lake Fire

	2025 Actuals	2025 6. Board Approved	Variance
01-2-2360-6250 Maintenance-CL#2	212.27	2,000.00	(1,788)
Total 2-2360 CL#2 - 2014 GMC Sierra SQUAD 2	2,263.56	7,436.00	(5,172)
2-2370 CL#3 - TENDER 1			
01-2-2370-6210 Fuel-CL#3	550.25	1,500.00	(950)
01-2-2370-6230 Insurance - Vehicles & Equipment-CL#3	1,283.00	1,283.00	
01-2-2370-6240 Repairs-CL#3	2,440.20	4,000.00	(1,560)
01-2-2370-6250 Maintenance-CL#3		5,500.00	(5,500)
Total 2-2370 CL#3 - TENDER 1	4,273.45	12,283.00	(8,010)
2-2375 CL#17 Chevy PU BRUSH 1			
01-2-2375-6210 Fuel-CL#17	2,613.86	4,500.00	(1,886)
01-2-2375-6230 Insurance - CL#17	991.00	991.00	
01-2-2375-6240 Repairs-CL#17	1,072.81	1,000.00	73
01-2-2375-6250 Maintenance-CL#17	2,202.00	2,000.00	202
Total 2-2375 CL#17 Chevy PU BRUSH 1	6,879.67	8,491.00	(1,611)
2-2385 CL#5 - Reserve Engine			
01-2-2385-6210 Fuel-CL#5		100.00	(100)
01-2-2385-6230 Insurance - Vehicles & Equipment-CL#5	307.00	307.00	
01-2-2385-6240 Repairs-CL#5		1,000.00	(1,000)
01-2-2385-6250 Maintenance-CL#5		1,500.00	(1,500)
Total 2-2385 CL#5 - Reserve Engine	307.00	2,907.00	(2,600)
2-2390 CL#7 - 2005 Ford Diesel RESCUE 1			
01-2-2390-6210 Fuel-CL#7	108.50	2,750.00	(2,642)
01-2-2390-6230 Insurance - Vehicles & Equipment-CL#7	471.00	471.00	
01-2-2390-6240 Repairs-CL#7		1,000.00	(1,000)
01-2-2390-6250 Maintenance-CL#7		1,750.00	(1,750)
Total 2-2390 CL#7 - 2005 Ford Diesel RESCUE 1	579.50	5,971.00	(5,392)
2-2397 CL #15 - Freightliner Pumper TENDER 2			
01-2-2397-6210 Fuel & Lubricants-CL#15	441.82	1,500.00	(1,058)
01-2-2397-6230 Insurance-CL#15	1,901.00	1,901.00	
01-2-2397-6240 Repairs - CL#15	825.38	3,000.00	(2,175)
01-2-2397-6250 Maintenance-CL#15		3,000.00	(3,000)
Total 2-2397 CL #15 - Freightliner Pumper TENDER 2	3,168.20	9,401.00	(6,233)
2-2398 CL#16 - ENGINE 1			
01-2-2398-6210 Fuel - CL#16	566.74	1,500.00	(933)
01-2-2398-6230 Insurance-Unit#16	2,211.00	2,211.00	
01-2-2398-6240 Repairs-Unit#16	121.53	5,000.00	(4,878)
01-2-2398-6250 Maintenance-CL#16		5,000.00	(5,000)
Total 2-2398 CL#16 - ENGINE 1	2,899.27	13,711.00	(10,812)
2-2401 CL #18 - Ford Crewcab with Fire Skid			
01-2-2401-6210 Fuel - CL #18	1,482.98	3,200.00	(1,717)
01-2-2401-6220 Tires - CL #18		1,600.00	(1,600)
01-2-2401-6230 Insurance - CL #18	2,317.00	1,000.00	1,317

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

315 Charlie Lake Fire

	2025 Actuals	2025 6. Board Approved	Variance
01-2-2401-6240 Repairs - CL #18	786.75	2,000.00	(1,213)
01-2-2401-6250 Maintenance - CL #18	2,673.27	2,000.00	673
Total 2-2401 CL #18 - Ford Crewcab with Fire Skid	7,260.00	9,800.00	(2,540)
2-2402 CL #19 - Ford Crewcab with Fire Skid			
01-2-2402-6210 Fuel - CL #19	634.12	3,200.00	(2,566)
01-2-2402-6220 Tires - CL #19		1,600.00	(1,600)
01-2-2402-6230 Insurance - CL #19		1,000.00	(1,000)
01-2-2402-6240 Repairs - CL #19		2,000.00	(2,000)
01-2-2402-6250 Maintenance - CL #19	1,953.16	2,000.00	(47)
Total 2-2402 CL #19 - Ford Crewcab with Fire Skid	2,587.28	9,800.00	(7,213)
2-2403 SPU #2 - Structural Protection Trailer			
01-2-2403-6230 Insurance - SPU #2	274.00	274.00	
01-2-2403-6240 Repairs - SPU #2		200.00	(200)
01-2-2403-6250 Maintenance - SPU #2		700.00	(700)
Total 2-2403 SPU #2 - Structural Protection Trailer	274.00	1,174.00	(900)
2-2900 Fire Operations			
01-2-2900-2120 R&M Equip	983.90	10,000.00	(9,016)
01-2-2900-4403 Licensing	4,062.80	12,500.00	(8,437)
01-2-2900-5070 Inspections	1,676.41	15,450.00	(13,774)
01-2-2900-5115 Supplies - General	10,134.83	40,770.00	(30,635)
01-2-2900-5125 Clothing	13,786.84	35,000.00	(21,213)
01-2-2900-5127 S.C.B.A	2,256.33	7,000.00	(4,744)
01-2-2900-5140 Minor Capital	3,317.00	30,500.00	(27,183)
Total 2-2900 Fire Operations	36,218.11	151,220.00	(115,002)
2-4000 Volunteers			
01-2-4000-1030 Benefits	1,078.10	5,400.00	(4,322)
01-2-4000-1040 WCB	274.49	1,500.00	(1,226)
01-2-4000-2080 Insurance AD&D - Volunteers	5,753.30	10,000.00	(4,247)
01-2-4000-7010 Appreciation	1,358.51	16,000.00	(14,641)
01-2-4000-7020 Fire Pay	8,093.40	42,000.00	(33,907)
01-2-4000-7040 On Call	9,025.00	17,000.00	(7,975)
01-2-4000-7050 Practice Pay	6,914.60	30,000.00	(23,085)
Total 2-4000 Volunteers	32,497.40	121,900.00	(89,403)
2-8100 Transfers to Reserve			
01-2-8100-8110 Capital Reserve	146,040.00	146,040.00	
Total 2-8100 Transfers to Reserve	146,040.00	146,040.00	
TOTAL EXPENDITURES	**470,546.86**	**1,162,861.00**	**(692,314)**
OPERATING SURPLUS/DEFICIT	**(667,533.09)**		**(667,533)**
CAPITAL REVENUES			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

315 Charlie Lake Fire

	2025 Actuals	2025 6. Board Approved	Variance
7-0020 Surplus/Deficit			
01-7-0020-0020 Surplus/Deficit	(2,984.00)	(2,984.00)	
Total 7-0020 Surplus/Deficit	(2,984.00)	(2,984.00)	
7-0120 Transfer from Reserves			
01-7-0120-8110 Capital Reserve	(131,805.61)	(136,806.00)	5,000
Total 7-0120 Transfer from Reserves	(131,805.61)	(136,806.00)	5,000
7-0140 Transfers from Reserve			
01-7-0140-0145 PRA Reserve	(18,743.00)	(18,743.00)	
Total 7-0140 Transfers from Reserve	(18,743.00)	(18,743.00)	
TOTAL CAPITAL REVENUES	(153,532.61)	(158,533.00)	5,000
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
01-8-8500-8502 Vehicles and Machinery	153,532.61	158,533.00	(5,000)
Total 8-8500 Capital Expenditures	153,532.61	158,533.00	(5,000)
TOTAL CAPITAL EXPENDITURES	153,532.61	158,533.00	(5,000)
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

320 Chetwynd Rural Fire

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(162,938.00)	(162,938.00)	
Total 1-0010 Requisition	(162,938.00)	(162,938.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(7.06)		(7)
Total 1-0030 Grants	(7.06)		(7)
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(29.00)	(29.00)	
01-1-0140-0145 Peace River Agreement Reserve		(50,000.00)	50,000
Total 1-0140 Transfer from Reserves	(29.00)	(50,029.00)	50,000
TOTAL REVENUES	**(162,974.06)**	**(212,967.00)**	**49,993**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		11,115.00	(11,115)
01-2-1000-1030 Benefits		3,335.00	(3,335)
01-2-1000-1040 WCB		234.00	(234)
01-2-1000-2070 Insurance - Liability	2,214.72	2,700.00	(485)
01-2-1000-3010 Travel		195.00	(195)
01-2-1000-3020 Meals		436.00	(436)
01-2-1000-3030 Training & Development		261.00	(261)
01-2-1000-3040 Conferences & Seminars		315.00	(315)
Total 2-1000 General Expenditures	2,214.72	18,591.00	(16,376)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	3,006.00	3,006.00	
01-2-1150-1190 PRRD Vehicles	370.00	370.00	
Total 2-1150 Allocations	3,376.00	3,376.00	
2-2910 Chetwynd Rural Fire			
01-2-2910-3100 Contract for Services		141,000.00	(141,000)
Total 2-2910 Chetwynd Rural Fire		141,000.00	(141,000)
2-8100 Transfers to Reserve			
01-2-8100-8110 Capital Reserve	50,000.00	50,000.00	
Total 2-8100 Transfers to Reserve	50,000.00	50,000.00	
TOTAL EXPENDITURES	**55,590.72**	**212,967.00**	**(157,376)**
OPERATING SURPLUS/DEFICIT	**(107,383.34)**		**(107,383)**
CAPITAL REVENUES			
7-0010 Requisition			

General Operating Fund

320 Chetwynd Rural Fire

	2025 Actuals	2025 6. Board Approved	Variance
01-7-0010-0015 Requisition	(73,500.00)	(73,500.00)	
Total 7-0010 Requisition	(73,500.00)	(73,500.00)	
7-0140 Transfers from Reserve			
01-7-0140-0141 Capital Reserve	(59,111.64)	(62,000.00)	2,888
01-7-0140-0145 PRA Reserve	(364,995.11)	(364,995.00)	-
Total 7-0140 Transfers from Reserve	(424,106.75)	(426,995.00)	2,888
TOTAL CAPITAL REVENUES	(497,606.75)	(500,495.00)	2,888
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
01-8-8500-8502 Vehicles and Machinery	497,605.75	500,495.00	(2,889)
Total 8-8500 Capital Expenditures	497,605.75	500,495.00	(2,889)
TOTAL CAPITAL EXPENDITURES	497,605.75	500,495.00	(2,889)
CAPITAL SURPLUS/DEFICIT	**(1.00)**		**(1)**

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

325 Dawson Creek/Pouce Coupe Fire

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(708,210.00)	(708,210.00)	
Total 1-0010 Requisition	(708,210.00)	(708,210.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(164.54)		(165)
Total 1-0030 Grants	(164.54)		(165)
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(5,000.00)	(5,000.00)	
01-1-0140-0145 Peace River Agreement Reserve		(17,418.00)	17,418
Total 1-0140 Transfer from Reserves	(5,000.00)	(22,418.00)	17,418
TOTAL REVENUES	**(713,374.54)**	**(730,628.00)**	**17,253**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		11,115.00	(11,115)
01-2-1000-1030 Benefits		3,335.00	(3,335)
01-2-1000-1040 WCB		234.00	(234)
01-2-1000-2070 Insurance - Liability	2,214.72	2,700.00	(485)
01-2-1000-3010 Travel		195.00	(195)
01-2-1000-3020 Meals		386.00	(386)
01-2-1000-3030 Training & Development		315.00	(315)
01-2-1000-3040 Conferences & Seminars		261.00	(261)
01-2-1000-3100 Contract for Services		17,418.00	(17,418)
Total 2-1000 General Expenditures	2,214.72	35,959.00	(33,744)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	12,488.00	12,488.00	
01-2-1150-1190 PRRD Vehicles		93.00	(93)
Total 2-1150 Allocations	12,488.00	12,581.00	(93)
2-2920 Dawson Creek Fire			
01-2-2920-3100 Contract for Services		383,341.00	(383,341)
01-2-2920-6230 Insurance-Veh & Equip DC/PC FIRE	3,070.00	3,070.00	
Total 2-2920 Dawson Creek Fire	3,070.00	386,411.00	(383,341)
2-2925 Pouce Coupe Fire			
01-2-2925-3100 Contract for Services		107,621.00	(107,621)
01-2-2925-6230 Insurance-Veh & Equip Pouce Coupe Fire	2,005.00	2,005.00	
Total 2-2925 Pouce Coupe Fire	2,005.00	109,626.00	(107,621)
2-8000 M.F.A			
01-2-8000-8010 Short-term principal	14,507.26	28,196.00	(13,689)
01-2-8000-8020 Short-term Interest	1,017.74	2,855.00	(1,837)
Total 2-8000 M.F.A	15,525.00	31,051.00	(15,526)

General Operating Fund

325 Dawson Creek/Pouce Coupe Fire

	2025 Actuals	2025 6. Board Approved	Variance
2-8100 Transfers to Reserve			
01-2-8100-8110 Capital Reserve	155,000.00	155,000.00	
Total 2-8100 Transfers to Reserve	155,000.00	155,000.00	
TOTAL EXPENDITURES	**190,302.72**	**730,628.00**	**(540,325)**
OPERATING SURPLUS/DEFICIT	**(523,071.82)**		**(523,072)**
CAPITAL REVENUES			
7-0140 Transfers from Reserve			
01-7-0140-0141 Capital Reserve		(694,692.00)	694,692
01-7-0140-0145 PRA Reserve		(774,950.00)	774,950
Total 7-0140 Transfers from Reserve		(1,469,642.00)	1,469,642
TOTAL CAPITAL REVENUES		(1,469,642.00)	1,469,642
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
01-8-8500-8502 Vehicles and Machinery		1,469,642.00	(1,469,642)
Total 8-8500 Capital Expenditures		1,469,642.00	(1,469,642)
TOTAL CAPITAL EXPENDITURES		1,469,642.00	(1,469,642)
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

330 Fort St. John Rural Fire

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(671,471.00)	(671,471.00)	
Total 1-0010 Requisition	(671,471.00)	(671,471.00)	
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(1,829.00)	(1,829.00)	
Total 1-0140 Transfer from Reserves	(1,829.00)	(1,829.00)	
TOTAL REVENUES	**(673,300.00)**	**(673,300.00)**	
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		11,115.00	(11,115)
01-2-1000-1030 Benefits		3,335.00	(3,335)
01-2-1000-1040 WCB		468.00	(468)
01-2-1000-2070 Insurance - Liability	2,214.72	2,700.00	(485)
01-2-1000-3010 Travel		195.00	(195)
01-2-1000-3020 Meals		186.00	(186)
01-2-1000-3030 Training & Development		315.00	(315)
01-2-1000-3040 Conferences & Seminars		261.00	(261)
01-2-1000-5010 Advertising Services		3,000.00	(3,000)
Total 2-1000 General Expenditures	2,214.72	21,575.00	(19,360)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	12,560.00	12,560.00	
Total 2-1150 Allocations	12,560.00	12,560.00	
2-2930 Fort St. John Fire			
01-2-2930-3100 Contract for Services		639,165.00	(639,165)
Total 2-2930 Fort St. John Fire		639,165.00	(639,165)
TOTAL EXPENDITURES	**14,774.72**	**673,300.00**	**(658,525)**
OPERATING SURPLUS/DEFICIT	**(658,525.28)**		**(658,525)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

335 Moberly Lake Rural Fire

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(151,097.00)	(151,097.00)	
01-1-0020-0020 Surplus/Deficit			
Total 1-0010 Requisition	(151,097.00)	(151,097.00)	
1-0040 Recovery of Costs			
01-1-0040-0000 General - Recovery of Costs	(345,170.68)	(345,171.00)	
Total 1-0040 Recovery of Costs	(345,170.68)	(345,171.00)	
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(7,000.00)	(7,000.00)	
01-1-0140-0145 Peace River Agreement Reserve		(45,231.00)	45,231
Total 1-0140 Transfer from Reserves	(7,000.00)	(52,231.00)	45,231
TOTAL REVENUES	**(503,267.68)**	**(548,499.00)**	**45,231**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time	29,526.92	133,267.00	(103,740)
01-2-1000-1030 Benefits	9,603.15	40,038.00	(30,435)
01-2-1000-1040 WCB	637.23	2,779.00	(2,142)
01-2-1000-2030 Phone/Internet	5,687.52	12,148.00	(6,460)
01-2-1000-2065 Insurance - Property	3,309.00	3,800.00	(491)
01-2-1000-2070 Insurance - Liability	2,214.72	2,700.00	(485)
01-2-1000-2080 Insurance - AD&D	359.81		360
01-2-1000-2110 R&M - Buildings	20,303.22	26,576.00	(6,273)
01-2-1000-2140 Security	504.00	1,800.00	(1,296)
01-2-1000-2150 Electricity	1,321.32	5,130.00	(3,809)
01-2-1000-2155 Propane	5,936.28	9,000.00	(3,064)
01-2-1000-2170 Water		1,800.00	(1,800)
01-2-1000-3010 Travel	51.70	768.00	(716)
01-2-1000-3016 Mileage	533.48	500.00	33
01-2-1000-3020 Meals	657.68	2,639.00	(1,981)
01-2-1000-3030 Training & Development	9,878.32	31,021.00	(21,143)
01-2-1000-3040 Conferences & Seminars	2,982.27	5,029.00	(2,047)
01-2-1000-3050 Memberships	284.00	475.00	(191)
01-2-1000-3060 Meetings		800.00	(800)
01-2-1000-3100 Contract for Services	760.34	42,900.00	(42,140)
01-2-1000-4250 Charges/Permits	200.00	200.00	
01-2-1000-4403 Licensing	2,158.39	3,355.00	(1,197)
01-2-1000-5010 Advertising Services		2,500.00	(2,500)
01-2-1000-5056 Public Engagement		1,500.00	(1,500)
01-2-1000-5115 Supplies - General	1,224.06	850.00	374

General Operating Fund

335 Moberly Lake Rural Fire

	2025 Actuals	2025 6. Board Approved	Variance
01-2-1000-5120 Supplies - Office	1,082.92	1,300.00	(217)
01-2-1000-6215 Bulk Diesel	424.04	6,500.00	(6,076)
Total 2-1000 General Expenditures	99,640.37	339,375.00	(239,735)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	6,375.00	6,375.00	
01-2-1150-1190 PRRD Vehicles	4,869.00	4,869.00	
Total 2-1150 Allocations	11,244.00	11,244.00	
2-2501 Engine 1 (1999 HUB International CC 4x4)			
01-2-2501-6210 Fuel - Engine 1/ML#1			
01-2-2501-6230 Insurance (ICBC) Engine 1/ML#1	486.00	486.00	
01-2-2501-6240 Repairs - Engine 1/ML#1	328.90	3,500.00	(3,171)
01-2-2501-6250 Maintenance - Engine 1/ML#1	278.13	5,000.00	(4,722)
Total 2-2501 Engine 1 (1999 HUB International CC 4x4)	1,093.03	8,986.00	(7,893)
2-2502 Tender 2 (2011 FG International Sgl Cab)			
01-2-2502-6230 Insurance (ICBC)-Tender2/ML#2	900.00	900.00	
01-2-2502-6240 Repairs - Tender 2/ML#2	6.36	3,000.00	(2,994)
01-2-2502-6250 Maintenance - Tender 2/ML#2	292.63	4,800.00	(4,507)
Total 2-2502 Tender 2 (2011 FG International Sgl Cab)	1,198.99	8,700.00	(7,501)
2-2503 Engine 3 (2010 FG International CC)			
01-2-2503-6210 Fuel & Lubricants - Engine 3/ML#3			
01-2-2503-6230 Insurance (ICBC) - Engine 3/ML#3	1,186.00	1,186.00	
01-2-2503-6240 Repairs - Engine 3/ML#3	1,955.59	3,000.00	(1,044)
01-2-2503-6250 Maintenance - Engine 3/ML#3	288.67	4,800.00	(4,511)
Total 2-2503 Engine 3 (2010 FG International CC)	3,430.26	8,986.00	(5,556)
2-2504 Squad 1 (2011 GMC Sierra)			
01-2-2504-6210 Fuel & Lubricants - Unit ML4 (Squad 4)	1,820.13	6,000.00	(4,180)
01-2-2504-6220 Tires - Unit ML4 (Squad 4)	186.32	1,100.00	(914)
01-2-2504-6230 Insurance (ICBC)- UNIT ML4 (SQUAD4)	681.00	681.00	
01-2-2504-6240 Repairs - Unit ML4 (Squad 4)	2,807.32	7,000.00	(4,193)
01-2-2504-6250 Maintenance-Unit ML4 (Squad 4)	835.54	1,000.00	(164)
Total 2-2504 Squad 1 (2011 GMC Sierra)	6,330.31	15,781.00	(9,451)
2-2900 Fire Operations			
01-2-2900-2050 Miscellaneous			
01-2-2900-2120 R&M Equip	2,332.42	10,000.00	(7,668)
01-2-2900-5070 Inspections	2,487.86	10,000.00	(7,512)
01-2-2900-5115 Supplies - General	4,226.14	4,000.00	226
01-2-2900-5125 Clothing	15,213.84	54,405.00	(39,191)
01-2-2900-5140 Minor Capital	6,794.50	14,000.00	(7,206)
Total 2-2900 Fire Operations	31,054.76	92,405.00	(61,350)
2-4000 Volunteers			
01-2-4000-1030 Benefits	134.59	600.00	(465)
01-2-4000-1040 WCB	116.62	400.00	(283)

General Operating Fund

335 Moberly Lake Rural Fire

	2025 Actuals	2025 6. Board Approved	Variance
01-2-4000-2080 Insurance AD&D - Volunteers	2,465.70	2,700.00	(234)
01-2-4000-7010 Appreciation	2,462.45	9,150.00	(6,688)
01-2-4000-7020 Fire Pay	1,584.78	10,000.00	(8,415)
01-2-4000-7040 On Call	2,950.00	10,000.00	(7,050)
01-2-4000-7050 Practice Pay	866.00	8,250.00	(7,384)
Total 2-4000 Volunteers	10,580.14	41,100.00	(30,520)
2-8100 Transfers to Reserve			
01-2-8100-8110 Capital Reserve	21,922.00	21,922.00	
Total 2-8100 Transfers to Reserve	21,922.00	21,922.00	
TOTAL EXPENDITURES	**186,493.86**	**548,499.00**	**(362,005)**
OPERATING SURPLUS/DEFICIT	**(316,773.82)**		**(316,774)**
CAPITAL REVENUES			
7-0140 Transfers from Reserve			
01-7-0140-0145 PRA Reserve		(100,000.00)	100,000
Total 7-0140 Transfers from Reserve		(100,000.00)	100,000
TOTAL CAPITAL REVENUES		(100,000.00)	100,000
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
01-8-8500-8504 Building - Foundations		100,000.00	(100,000)
Total 8-8500 Capital Expenditures		100,000.00	(100,000)
TOTAL CAPITAL EXPENDITURES		100,000.00	(100,000)
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

340 Taylor Rural Fire

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0010 Electoral			
01-1-0010-0015 Requisition	(267,102.00)	(267,102.00)	
Total 1-0010 Requisition	(267,102.00)	(267,102.00)	
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(685.00)	(685.00)	
Total 1-0140 Transfer from Reserves	(685.00)	(685.00)	
TOTAL REVENUES	**(267,787.00)**	**(267,787.00)**	
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		11,115.00	(11,115)
01-2-1000-1030 Benefits		3,335.00	(3,335)
01-2-1000-1040 WCB		234.00	(234)
01-2-1000-2070 Insurance - Liability	2,214.72	2,700.00	(485)
01-2-1000-3010 Travel		195.00	(195)
01-2-1000-3020 Meals		186.00	(186)
01-2-1000-3030 Training & Development		315.00	(315)
01-2-1000-3040 Conferences & Seminars		261.00	(261)
Total 2-1000 General Expenditures	2,214.72	18,341.00	(16,126)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	4,999.00	4,999.00	
01-2-1150-1190 PRRD Vehicles	246.00	246.00	
Total 2-1150 Allocations	5,245.00	5,245.00	
2-2950 Taylor Rural Fire			
01-2-2950-3100 Contract for Services		244,201.00	(244,201)
Total 2-2950 Taylor Rural Fire		244,201.00	(244,201)
TOTAL EXPENDITURES	**7,459.72**	**267,787.00**	**(260,327)**
OPERATING SURPLUS/DEFICIT	**(260,327.28)**		**(260,327)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

345 Tomslake Fire

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(144,248.00)	(144,248.00)	
Total 1-0010 Requisition	(144,248.00)	(144,248.00)	
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(6,500.00)	(6,500.00)	
01-1-0140-0145 Peace River Agreement Reserve		(2,107.00)	2,107
Total 1-0140 Transfer from Reserves	(6,500.00)	(8,607.00)	2,107
TOTAL REVENUES	**(150,748.00)**	**(152,855.00)**	**2,107**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		11,115.00	(11,115)
01-2-1000-1030 Benefits		3,335.00	(3,335)
01-2-1000-1040 WCB		234.00	(234)
01-2-1000-2030 Phone/Internet	523.88	845.00	(321)
01-2-1000-2070 Insurance - Liability	2,214.72	2,700.00	(485)
01-2-1000-3010 Travel		195.00	(195)
01-2-1000-3020 Meals		186.00	(186)
01-2-1000-3030 Training & Development		1,815.00	(1,815)
01-2-1000-3040 Conferences & Seminars		261.00	(261)
01-2-1000-4403 Licensing		1,775.00	(1,775)
01-2-1000-5140 Minor Capital	367.59	2,107.00	(1,739)
Total 2-1000 General Expenditures	3,106.19	24,568.00	(21,462)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	2,674.00	2,674.00	
01-2-1150-1190 PRRD Vehicles		613.00	(613)
Total 2-1150 Allocations	2,674.00	3,287.00	(613)
2-2960 Tomslake Fire			
01-2-2960-3100 Contract for Services	100,000.00	100,000.00	
Total 2-2960 Tomslake Fire	100,000.00	100,000.00	
2-8100 Transfers to Reserve			
01-2-8100-8120 Operating Reserve	25,000.00	25,000.00	
Total 2-8100 Transfers to Reserve	25,000.00	25,000.00	
TOTAL EXPENDITURES	**130,780.19**	**152,855.00**	**(22,075)**
OPERATING SURPLUS/DEFICIT	**(19,967.81)**		**(19,968)**
CAPITAL REVENUES			

General Operating Fund

345 Tomslake Fire

	2025 Actuals	2025 6. Board Approved	Variance
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

400 Management of Development

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(659,290.00)	(659,290.00)	
Total 1-0010 Requisition	(659,290.00)	(659,290.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(12.81)	(26,070.00)	26,057
01-1-0030-0033 Provincial		(216,280.00)	216,280
01-1-0030-0034 Municipal Grants-in-lieu		(560.00)	560
Total 1-0030 Grants	(12.81)	(242,910.00)	242,897
1-0040 Recovery of Costs			
01-1-0040-0000 General - Recovery of Costs	(2,302.38)		(2,302)
Total 1-0040 Recovery of Costs	(2,302.38)		(2,302)
1-0050 Fees and Permits			
01-1-0050-0000 Fees - General	(14,555.00)	(15,000.00)	445
01-1-0050-0051 Bylaw Fines	(8,802.81)	(500.00)	(8,303)
01-1-0050-0052 SDSB Fees	(719.79)		(720)
Total 1-0050 Fees and Permits	(24,077.60)	(15,500.00)	(8,578)
1-0120 Administration			
01-1-0120-0040 Administration Fees	(50,000.00)	(50,000.00)	
Total 1-0120 Administration	(50,000.00)	(50,000.00)	
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(564,987.00)	(564,987.00)	
01-1-0140-0140 Operating Reserve	(7,315.00)	(19,880.00)	12,565
Total 1-0140 Transfer from Reserves	(572,302.00)	(584,867.00)	12,565
TOTAL REVENUES	**(1,307,984.79)**	**(1,552,567.00)**	**244,582**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time	225,323.73	652,307.00	(426,983)
01-2-1000-1030 Benefits	57,270.74	195,692.00	(138,421)
01-2-1000-1040 WCB	4,945.06	13,698.00	(8,753)
01-2-1000-2030 Phone/Internet	1,307.45	4,200.00	(2,893)
01-2-1000-2050 Miscellaneous		750.00	(750)
01-2-1000-2070 Insurance - Liability	2,214.72	2,700.00	(485)
01-2-1000-3016 Mileage	2,143.55	4,000.00	(1,856)
01-2-1000-3020 Meals	167.94	3,000.00	(2,832)
01-2-1000-3030 Training & Development	3,105.36	23,450.00	(20,345)
01-2-1000-3040 Conferences & Seminars	2,497.95	24,000.00	(21,502)
01-2-1000-3050 Memberships	2,396.71	4,000.00	(1,603)
01-2-1000-3060 Meetings	62.00	2,000.00	(1,938)
01-2-1000-3100 Contract for Services		25,000.00	(25,000)

General Operating Fund

400 Management of Development

	2025 Actuals	2025 6. Board Approved	Variance
01-2-1000-3440 Board of Variance		5,000.00	(5,000)
01-2-1000-4225 Fees and Service Charges		750.00	(750)
01-2-1000-4425 Software and Software Licensing	18,584.56	46,545.00	(27,960)
01-2-1000-5010 Advertising Services		10,000.00	(10,000)
01-2-1000-5030 Legal Services	10,666.94	60,000.00	(49,333)
01-2-1000-5120 Supplies - Office	1,846.08	5,500.00	(3,654)
Total 2-1000 General Expenditures	332,532.79	1,082,592.00	(750,059)
2-1100 Administration			
01-2-1100-1110 Banking Fees	1,093.67	5,000.00	(3,906)
Total 2-1100 Administration	1,093.67	5,000.00	(3,906)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	21,381.00	21,381.00	
01-2-1150-1190 PRRD Vehicles	31,704.00	31,704.00	
Total 2-1150 Allocations	53,085.00	53,085.00	
2-1250 Bylaw Enforcement			
01-2-1250-1010 Wages - Full Time	33,329.31	77,701.00	(44,372)
01-2-1250-1030 Benefits	10,627.54	23,310.00	(12,682)
01-2-1250-1040 WCB (BL ENF)	729.17	1,632.00	(903)
01-2-1250-2030 Phone/Internet (BL ENF)	350.38	1,625.00	(1,275)
01-2-1250-2050 Miscellaneous	83.10	1,250.00	(1,167)
01-2-1250-3016 Mileage - in region (BL ENF)		500.00	(500)
01-2-1250-3020 Meals (BL ENF)	1,166.68	2,500.00	(1,333)
01-2-1250-3040 Conf. & Seminars (BL ENF)	3,437.42	3,500.00	(63)
01-2-1250-3070 Bylaw Fees		100.00	(100)
01-2-1250-5030 Legal Services (BL ENF)	11,321.16	40,000.00	(28,679)
Total 2-1250 Bylaw Enforcement	61,044.76	152,118.00	(91,073)
2-3400 Development Services Projects			
01-2-3400-3411 South Peace Fringe OCP			
01-2-3400-3412 Regional Growth Strategy	15,756.45	79,892.00	(64,136)
01-2-3400-3413 Housing Needs Assessment Update		10,000.00	(10,000)
01-2-3400-3415 North Peace Fringe OCP		10,000.00	(10,000)
01-2-3400-3435 Regional Zoning Bylaw	3,813.97	60,000.00	(56,186)
01-2-3400-3436 Subdiv and Servicing Bylaw	1,206.75	5,000.00	(3,793)
01-2-3400-3437 Rural OCP		50,000.00	(50,000)
01-2-3400-3438 Climate Resiliency Plan	14,180.50	29,880.00	(15,700)
Total 2-3400 Development Services Projects	34,957.67	244,772.00	(209,814)
2-8100 Transfers to Reserve			
01-2-8100-8115 Operating Maintenance Reserve	15,000.00	15,000.00	
Total 2-8100 Transfers to Reserve	15,000.00	15,000.00	
TOTAL EXPENDITURES	**497,713.89**	**1,552,567.00**	**(1,054,853)**

General Operating Fund

400 Management of Development

	2025 Actuals	2025 6. Board Approved	Variance
OPERATING SURPLUS/DEFICIT	**(810,270.90)**		**(810,271)**
CAPITAL REVENUES			
7-0010 Requisition			
01-7-0010-0015 Requisition			
Total 7-0010 Requisition			
7-0020 Surplus/Deficit			
01-7-0020-0020 Surplus/Deficit			
Total 7-0020 Surplus/Deficit			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

405 Building Inspection

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(103,741.00)	(103,741.00)	
Total 1-0010 Requisition	(103,741.00)	(103,741.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(2.64)		(3)
Total 1-0030 Grants	(2.64)		(3)
1-0050 Fees and Permits			
01-1-0050-0000 Fees - General			
01-1-0050-0058 Fees - Building Permits	(27,677.28)	(115,000.00)	87,323
01-1-0050-0059 Fees - Inspections	(158,548.00)	(155,000.00)	(3,548)
Total 1-0050 Fees and Permits	(186,225.28)	(270,000.00)	83,775
1-0130 Conditional Transfers			
01-1-0130-0000 Conditional Transfer		(10,000.00)	10,000
Total 1-0130 Conditional Transfers		(10,000.00)	10,000
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(181,541.00)	(181,541.00)	
Total 1-0140 Transfer from Reserves	(181,541.00)	(181,541.00)	
TOTAL REVENUES	**(471,509.92)**	**(565,282.00)**	**93,772**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time	89,967.52	240,642.00	(150,674)
01-2-1000-1030 Benefits	25,475.43	72,192.00	(46,717)
01-2-1000-1040 WCB	1,923.12	4,573.00	(2,650)
01-2-1000-2030 Phone/Internet	2,049.28	7,000.00	(4,951)
01-2-1000-2050 Miscellaneous		1,000.00	(1,000)
01-2-1000-2070 Insurance - Liability	5,536.80	6,600.00	(1,063)
01-2-1000-3016 Mileage	133.71	2,000.00	(1,866)
01-2-1000-3020 Meals	2,352.39	4,000.00	(1,648)
01-2-1000-3030 Training & Development	1,977.33	10,000.00	(8,023)
01-2-1000-3040 Conferences & Seminars	7,235.03	15,000.00	(7,765)
01-2-1000-3050 Memberships	2,226.24	2,000.00	226
01-2-1000-3100 Contract for Services		5,000.00	(5,000)
01-2-1000-4425 Software and Software Licensing	18,584.56	63,354.00	(44,769)
01-2-1000-5010 Advertising Services		5,000.00	(5,000)
01-2-1000-5030 Legal Services	836.58	20,000.00	(19,163)
01-2-1000-5120 Supplies - Office	1,081.77	500.00	582
Total 2-1000 General Expenditures	159,379.76	458,861.00	(299,481)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	9,773.00	9,773.00	

General Operating Fund

405 Building Inspection

	2025 Actuals	2025 6. Board Approved	Variance
01-2-1150-1165 Development Services	50,000.00	50,000.00	
01-2-1150-1190 PRRD Vehicles	33,239.00	33,239.00	
Total 2-1150 Allocations	93,012.00	93,012.00	
2-1250 Bylaw Enforcement			
01-2-1250-4200 Fees collected on behalf of others		10,000.00	(10,000)
01-2-1250-5030 Legal Services (BL ENF)	323.42		323
Total 2-1250 Bylaw Enforcement	323.42	10,000.00	(9,677)
2-8100 Transfers to Reserve			
01-2-8100-8115 Operating Maintenance Reserve	3,409.00	3,409.00	
Total 2-8100 Transfers to Reserve	3,409.00	3,409.00	
TOTAL EXPENDITURES	**256,124.18**	**565,282.00**	**(309,158)**
OPERATING SURPLUS/DEFICIT	**(215,385.74)**		**(215,386)**
CAPITAL REVENUES			
7-0020 Surplus/Deficit			
01-7-0020-0020 Surplus/Deficit			
Total 7-0020 Surplus/Deficit			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
01-8-8500-8508 IT Infrastructure			
Total 8-8500 Capital Expenditures			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

410 Animal Control Shelter

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(20,668.00)	(20,668.00)	
Total 1-0010 Requisition	(20,668.00)	(20,668.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(2.42)		(2)
Total 1-0030 Grants	(2.42)		(2)
TOTAL REVENUES	**(20,670.42)**	**(20,668.00)**	**(2)**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		203.00	(203)
01-2-1000-1030 Benefits		61.00	(61)
01-2-1000-1040 WCB		4.00	(4)
01-2-1000-3150 Grant to organization	20,000.00	20,000.00	
Total 2-1000 General Expenditures	20,000.00	20,268.00	(268)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	400.00	400.00	
Total 2-1150 Allocations	400.00	400.00	
TOTAL EXPENDITURES	**20,400.00**	**20,668.00**	**(268)**
OPERATING SURPLUS/DEFICIT	**(270.42)**		**(270)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

430 Rolla Creek Dyking

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0012 Parcel Tax	(23,000.00)	(23,000.00)	
Total 1-0010 Requisition	(23,000.00)	(23,000.00)	
1-0140 Transfer from Reserves			
01-1-0140-0142 Fair Share Reserve	(5,787.95)	(247,587.00)	241,799
Total 1-0140 Transfer from Reserves	(5,787.95)	(247,587.00)	241,799
TOTAL REVENUES	**(28,787.95)**	**(270,587.00)**	**241,799**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		15,894.00	(15,894)
01-2-1000-1030 Benefits		4,768.00	(4,768)
01-2-1000-1040 WCB		302.00	(302)
01-2-1000-2070 Insurance - Liability	276.84	400.00	(123)
01-2-1000-3010 Travel		160.00	(160)
01-2-1000-3020 Meals		197.00	(197)
01-2-1000-3030 Training & Development	222.00	222.00	
01-2-1000-3040 Conferences & Seminars		189.00	(189)
01-2-1000-3100 Contract for Services	14,248.59	80,000.00	(65,751)
01-2-1000-4250 Charges/Permits		272.00	(272)
01-2-1000-5030 Legal Services	7,378.51	12,000.00	(4,621)
01-2-1000-6010 Operations		155,587.00	(155,587)
Total 2-1000 General Expenditures	22,125.94	269,991.00	(247,865)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	596.00	596.00	
Total 2-1150 Allocations	596.00	596.00	
TOTAL EXPENDITURES	**22,721.94**	**270,587.00**	**(247,865)**
OPERATING SURPLUS/DEFICIT	**(6,066.01)**		**(6,066)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

500 Regional Solid Waste Management

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(8,925,000.00)	(8,925,000.00)	
Total 1-0010 Requisition	(8,925,000.00)	(8,925,000.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(7.78)	(700,000.00)	699,992
01-1-0030-0034 Municipal Grants-in-lieu		(10,000.00)	10,000
Total 1-0030 Grants	(7.78)	(710,000.00)	709,992
1-0040 Recovery of Costs			
01-1-0040-0000 General - Recovery of Costs		(24,900.00)	24,900
Total 1-0040 Recovery of Costs		(24,900.00)	24,900
1-0050 Fees and Permits			
01-1-0050-0055 Fees - Schedule C Misc	(140.00)		(140)
01-1-0050-0057 Fees - Weight	(1,305.00)	(2,500.00)	1,195
Total 1-0050 Fees and Permits	(1,445.00)	(2,500.00)	1,055
1-0090 Rental Income			
01-1-0090-0091 Pipelines	(3,000.00)	(3,000.00)	
Total 1-0090 Rental Income	(3,000.00)	(3,000.00)	
1-0100 Multi-Material BC			
01-1-0100-0100 Recycle Revenue	(12,261.06)	(15,000.00)	2,739
01-1-0100-0101 Municipal Revenue	(9,227.44)	(6,000.00)	(3,227)
Total 1-0100 Multi-Material BC	(21,488.50)	(21,000.00)	(489)
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(1,490,000.00)	(1,490,000.00)	
01-1-0140-0142 Fair Share Reserve		(7,924.00)	7,924
Total 1-0140 Transfer from Reserves	(1,490,000.00)	(1,497,924.00)	7,924
1-0150 Recycling			
01-1-0150-0000 General			
01-1-0150-0100 Contract Revenue (Recycle)	(17,176.36)	(20,000.00)	2,824
01-1-0150-0200 Used Oil	(390.00)		(390)
Total 1-0150 Recycling	(17,566.36)	(20,000.00)	2,434
1-2005 Bessborough Land Fill			
01-1-2005-0000 Fees - Transfer Stations-BBLF	(702,938.16)	(1,050,000.00)	347,062
01-1-2005-0120 Cash Short/Over-BBLF	339.22		339
Total 1-2005 Bessborough Land Fill	(702,598.94)	(1,050,000.00)	347,401
1-2010 Buick Creek			
01-1-2010-0000 Fees - Transfer Stations-BCTS	(471.90)	(800.00)	328
01-1-2010-0120 Cash Short/Over-BCTS	(0.10)		-
Total 1-2010 Buick Creek	(472.00)	(800.00)	328
1-2020 Cecil Lake			
01-1-2020-0000 Fees - Transfer Stations-CLTS	(1,285.60)	(2,500.00)	1,214
01-1-2020-0120 Cash Short/Over-CLTS	(1.30)		(1)

General Operating Fund

500 Regional Solid Waste Management

	2025 Actuals	2025 6. Board Approved	Variance
Total 1-2020 Cecil Lake	(1,286.90)	(2,500.00)	1,213
1-2030 Chetwynd LF			
01-1-2030-0000 Fees - Transfer Stations-CHLF	(256,281.28)	(425,000.00)	168,719
01-1-2030-0120 Cash Short/Over-CHLF	(10.06)		(10)
Total 1-2030 Chetwynd LF	(256,291.34)	(425,000.00)	168,709
1-2040 Dawson Creek			
01-1-2040-0000 Fees - Transfer Stations-DCTS	(29,710.60)	(55,000.00)	25,289
01-1-2040-0120 Cash Short/Over-DCTS	(171.35)		(171)
Total 1-2040 Dawson Creek	(29,881.95)	(55,000.00)	25,118
1-2050 Goodlow			
01-1-2050-0000 Fees - Transfer Stations-GOTS	(325.95)	(600.00)	274
Total 1-2050 Goodlow	(325.95)	(600.00)	274
1-2070 Kelly Lake			
01-1-2070-0000 General Fees-KLTS	(43.90)	(1,250.00)	1,206
01-1-2070-0120 Cash Short/Over-KLTS	(0.02)		-
Total 1-2070 Kelly Lake	(43.92)	(1,250.00)	1,206
1-2090 Mile 62.5			
01-1-2090-0000 Fees - Transfer Stations-MITS	(1,392.50)	(2,200.00)	808
01-1-2090-0120 Cash Short/Over-MITS	0.80		1
Total 1-2090 Mile 62.5	(1,391.70)	(2,200.00)	808
1-2110 Moberly Lake			
01-1-2110-0000 Fees - General-MLTS	(4,417.33)	(5,000.00)	583
01-1-2110-0120 Cash Short/Over-MLTS	2.40		2
Total 1-2110 Moberly Lake	(4,414.93)	(5,000.00)	585
1-2120 North Peace LF			
01-1-2120-0000 Fees - Transfer Stations-NPRLF	(1,344,454.26)	(2,800,000.00)	1,455,546
01-1-2120-0120 Cash Short/Over-NPRLF	54.20		54
Total 1-2120 North Peace LF	(1,344,400.06)	(2,800,000.00)	1,455,600
1-2140 Pink Mountain			
01-1-2140-0000 Fees General - PMTS	(232.95)	(500.00)	267
01-1-2140-0120 Cash Short/Over-PMTS	(0.01)		-
Total 1-2140 Pink Mountain	(232.96)	(500.00)	267
1-2160 Prespatou			
01-1-2160-0000 General Fees-PPTS	(2,019.85)	(3,000.00)	980
Total 1-2160 Prespatou	(2,019.85)	(3,000.00)	980
1-2170 Rolla			
01-1-2170-0000 Fees - General-ROTS	(1,041.60)	(2,000.00)	958
Total 1-2170 Rolla	(1,041.60)	(2,000.00)	958
1-2180 Rose Prairie			
01-1-2180-0000 Fees - Transfer Stations-RPTS	(1,599.66)	(3,000.00)	1,400
01-1-2180-0120 Cash Short/Over-RPTS	(1.76)		(2)
Total 1-2180 Rose Prairie	(1,601.42)	(3,000.00)	1,399

General Operating Fund

500 Regional Solid Waste Management

	2025 Actuals	2025 6. Board Approved	Variance
1-2210 Tomslake			
01-1-2210-0000 General Fees-TLTS	(2,912.82)	(6,000.00)	3,087
01-1-2210-0120 Cash Short/Over-TLTS	1.03		1
Total 1-2210 Tomslake	(2,911.79)	(6,000.00)	3,088
1-2240 Upper Halfway			
01-1-2240-0000 Fees - General-UHTS	(2,513.75)	(4,000.00)	1,486
Total 1-2240 Upper Halfway	(2,513.75)	(4,000.00)	1,486
1-2250 Wonowon			
01-1-2250-0000 General Fees-WWTS	(265.75)	(750.00)	484
Total 1-2250 Wonowon	(265.75)	(750.00)	484
TOTAL REVENUES	**(12,810,202.45)**	**(15,565,924.00)**	**2,755,722**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time	499,429.90	827,900.00	(328,470)
01-2-1000-1030 Benefits	145,632.53	245,751.00	(100,118)
01-2-1000-1040 WCB	11,001.32	15,680.00	(4,679)
01-2-1000-2030 Phone/Internet	3,856.08	8,600.00	(4,744)
01-2-1000-2065 Insurance - Property	1,500.00	1,900.00	(400)
01-2-1000-2070 Insurance - Liability	1,107.36	1,400.00	(293)
01-2-1000-2110 R&M - Buildings	1,955.88		1,956
01-2-1000-2111 R&M - Health & Safety	859.99	5,000.00	(4,140)
01-2-1000-3010 Travel	35.66	7,966.00	(7,930)
01-2-1000-3016 Mileage	35.65		36
01-2-1000-3020 Meals	3,331.94	4,844.00	(1,512)
01-2-1000-3030 Training & Development	2,390.01	11,380.00	(8,990)
01-2-1000-3040 Conferences & Seminars		9,419.00	(9,419)
01-2-1000-3050 Memberships	4,548.22	7,000.00	(2,452)
01-2-1000-3060 Meetings	149.76		150
01-2-1000-3100 Contract for Services	28,902.19	83,500.00	(54,598)
01-2-1000-5010 Advertising Services	208.00	5,000.00	(4,792)
01-2-1000-5020 Consulting Services		15,000.00	(15,000)
01-2-1000-5030 Legal Services	4,419.63	15,000.00	(10,580)
01-2-1000-5060 Studies, Plans and Assessments		20,000.00	(20,000)
01-2-1000-5110 Supplies - Warehouse	2,822.58	15,000.00	(12,177)
01-2-1000-5120 Supplies - Office	6,901.00	15,000.00	(8,099)
01-2-1000-6035 Mitigation of Closed Landfills	1,519.60	37,500.00	(35,980)
Total 2-1000 General Expenditures	720,607.30	1,352,840.00	(632,233)
2-1100 Administration			
01-2-1100-1110 Banking Fees	1,822.80	5,000.00	(3,177)
Total 2-1100 Administration	1,822.80	5,000.00	(3,177)

General Operating Fund

500 Regional Solid Waste Management

	2025 Actuals	2025 6. Board Approved	Variance
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	245,330.00	245,330.00	
01-2-1150-1190 PRRD Vehicles	127,432.00	127,432.00	
Total 2-1150 Allocations	372,762.00	372,762.00	
2-2005 Bessborough Land Fill			
01-2-2005-1110 Banking Fees - BBLF	1,413.18	4,500.00	(3,087)
01-2-2005-2030 Phone/Internet-BBLF	1,145.03	3,990.00	(2,845)
01-2-2005-2065 Insurance - Property BBLF	748.00	900.00	(152)
01-2-2005-2070 Insurance - Liability BBLF	553.68	700.00	(146)
01-2-2005-2150 Utilities - Electricity-BBLF	7,959.22	12,000.00	(4,041)
01-2-2005-3100 Contract for Services-BBLF		24,850.00	(24,850)
01-2-2005-6010 Operations-BBLF	32,137.60	105,000.00	(72,862)
01-2-2005-6020 Contractor-BBLF	457,223.30	1,230,000.00	(772,777)
01-2-2005-6040 Water Monitoring-BBLF	6,740.42	37,500.00	(30,760)
Total 2-2005 Bessborough Land Fill	507,920.43	1,419,440.00	(911,520)
2-2010 Buick Creek			
01-2-2010-1110 Banking Fees - BCTS	678.79	1,100.00	(421)
01-2-2010-2030 Phone/Internet-BCTS	216.74	3,510.00	(3,293)
01-2-2010-2065 Insurance - Property BCTS	264.00	400.00	(136)
01-2-2010-2070 Insurance - Liability BCTS	553.68	700.00	(146)
01-2-2010-2150 Utilities - Electricity-BCTS	474.69	1,000.00	(525)
01-2-2010-3100 Contract for Services-BCTS		2,750.00	(2,750)
01-2-2010-6010 Operations-BCTS	222.10	3,000.00	(2,778)
01-2-2010-6025 Contractor/Transport/Haul-BCTS	25,388.30	68,310.00	(42,922)
Total 2-2010 Buick Creek	27,798.30	80,770.00	(52,972)
2-2020 Cecil Lake			
01-2-2020-1110 Banking Fees - CLTS	681.46	1,100.00	(419)
01-2-2020-2030 Phone/Internet-CLTS	362.45	3,510.00	(3,148)
01-2-2020-2065 Insurance - Property CLTS	288.00	200.00	88
01-2-2020-2070 Insurance - Liability CLTS	553.68	700.00	(146)
01-2-2020-2150 Utilities - Electricity-CLTS	888.40	1,500.00	(612)
01-2-2020-3100 Contract for Services-CLTS		2,750.00	(2,750)
01-2-2020-6010 Operations-CLTS	785.63	3,000.00	(2,214)
01-2-2020-6025 Contractor/Transport/Haul-CLTS	28,675.34	79,100.00	(50,425)
Total 2-2020 Cecil Lake	32,234.96	91,860.00	(59,625)
2-2030 Chetwynd LF			
01-2-2030-1110 Banking Fees - CHLF	804.91	2,500.00	(1,695)
01-2-2030-2030 Phone/Internet-CHLF	2,020.31	4,050.00	(2,030)
01-2-2030-2065 Insurance - Property CHLF	380.00	500.00	(120)
01-2-2030-2070 Insurance - Liability CHLF	553.68	700.00	(146)
01-2-2030-2150 Utilities - Electricity-CHLF	1,297.85	2,000.00	(702)
01-2-2030-3100 Contract for Services-CHLF		16,010.00	(16,010)

General Operating Fund

500 Regional Solid Waste Management

	2025 Actuals	2025 6. Board Approved	Variance
01-2-2030-6010 Operations-CHLF	9,666.33	20,000.00	(10,334)
01-2-2030-6020 Contractor-CHLF	197,544.40	492,000.00	(294,456)
01-2-2030-6040 Water Monitoring-CHLF	4,759.03	25,000.00	(20,241)
Total 2-2030 Chetwynd LF	217,026.51	562,760.00	(345,733)
2-2040 Dawson Creek			
01-2-2040-1110 Banking Fees DCTS	995.09	1,800.00	(805)
01-2-2040-2030 Phone/Internet-DCTS	1,118.79	3,990.00	(2,871)
01-2-2040-2065 Insurance - Property DCTS	832.00	1,000.00	(168)
01-2-2040-2070 Insurance - Liability DCTS	553.68	700.00	(146)
01-2-2040-2150 Utilities - Electricity-DCTS	808.57	2,000.00	(1,191)
01-2-2040-3100 Contract for Services-DCTS		7,350.00	(7,350)
01-2-2040-6010 Operations-DCTS	1,939.98	7,500.00	(5,560)
01-2-2040-6025 Contractor/Transport/Haul-DCTS	118,983.93	336,797.00	(217,813)
01-2-2040-6030 Transport/Haul-Refuse Serv.Agreement	5,671.20	11,500.00	(5,829)
01-2-2040-6040 Water Monitoring-DCTS	3,776.98	31,200.00	(27,423)
Total 2-2040 Dawson Creek	134,680.22	403,837.00	(269,157)
2-2050 Goodlow			
01-2-2050-1110 Banking Fees - GOTS	676.68	1,100.00	(423)
01-2-2050-2030 Phone/Internet-GOTS	224.80	3,510.00	(3,285)
01-2-2050-2065 Insurance - Property GOTS	267.00	400.00	(133)
01-2-2050-2070 Insurance - Liability GOTS	553.68	700.00	(146)
01-2-2050-2150 Utilities - Electricity-GOTS	730.73	1,500.00	(769)
01-2-2050-3100 Contract for Services-GOTS		2,750.00	(2,750)
01-2-2050-6010 Operations-GOTS	7,896.91	3,000.00	4,897
01-2-2050-6025 Contractor/Transport/Haul-GOTS	24,904.82	63,625.00	(38,720)
Total 2-2050 Goodlow	35,254.62	76,585.00	(41,330)
2-2060 Hudsons Hope			
01-2-2060-2030 Phone/Internet-HHTS	161.60	4,230.00	(4,068)
01-2-2060-2065 Insurance - Property HHTS	442.00	200.00	242
01-2-2060-2070 Insurance - Liability HHTS	553.68	700.00	(146)
01-2-2060-2150 Utilities - Electricity-HHTS	1,731.10	3,000.00	(1,269)
01-2-2060-3100 Contract for Services-HHTS		1,000.00	(1,000)
01-2-2060-6010 Operations-HHTS	12,836.78	5,000.00	7,837
01-2-2060-6020 Contractor-HHTS	85,770.38	302,230.00	(216,460)
01-2-2060-6030 Transport/Haul-HHTS	38,741.66	81,215.00	(42,473)
01-2-2060-6040 Water Monitoring-HHTS	402.84	9,400.00	(8,997)
Total 2-2060 Hudsons Hope	140,640.04	406,975.00	(266,335)
2-2070 Kelly Lake			
01-2-2070-1110 Banking Fees - KLTS	677.05	1,100.00	(423)
01-2-2070-2030 Phone/Internet-KLTS	850.65	3,510.00	(2,659)
01-2-2070-2065 Insurance - Property KLTS	376.00	400.00	(24)
01-2-2070-2070 Insurance - Liability KLTS	553.68	700.00	(146)

General Operating Fund

500 Regional Solid Waste Management

	2025 Actuals	2025 6. Board Approved	Variance
01-2-2070-2150 Utiltities - Electricity-KLTS		15,000.00	(15,000)
01-2-2070-3100 Contract for Services-KLTS		3,050.00	(3,050)
01-2-2070-6010 Operations-KLTS	2,633.45	5,000.00	(2,367)
01-2-2070-6025 Contractor/Transport/Haul-KLTS	15,316.25	73,350.00	(58,034)
Total 2-2070 Kelly Lake	20,407.08	102,110.00	(81,703)
2-2080 Landfill Gas System			
01-2-2080-6020 Contractor-LF Gas	46,131.56	97,586.00	(51,454)
Total 2-2080 Landfill Gas System	46,131.56	97,586.00	(51,454)
2-2090 Mile 62.5			
01-2-2090-2030 Phone/Internet-MITS	305.55	3,930.00	(3,624)
01-2-2090-2065 Insurance - Property Mile 62.5 TS	147.00	200.00	(53)
01-2-2090-2070 Insurance - Liability Mile 62.5 TS	553.68	700.00	(146)
01-2-2090-2150 Utilities - Electricity-MITS	601.23	1,250.00	(649)
01-2-2090-3100 Contract for Services-MITS		2,750.00	(2,750)
01-2-2090-6010 Operations-MITS	2,953.16	3,000.00	(47)
01-2-2090-6020 Contractor-MITS	25,289.50	64,450.00	(39,161)
01-2-2090-6040 Water Monitoring-MITS	3,746.84	15,500.00	(11,753)
Total 2-2090 Mile 62.5	33,596.96	91,780.00	(58,183)
2-2100 Misc Transfer Stations			
01-2-2100-2065 Insurance - Property (Misc TS)	481.00	600.00	(119)
01-2-2100-2070 Insurance - Liability Misc TS	553.68	700.00	(146)
01-2-2100-3100 Contract for Services-MISC TS	24.73	8,000.00	(7,975)
01-2-2100-6010 Operations - Misc TS	8,565.80	27,500.00	(18,934)
Total 2-2100 Misc Transfer Stations	9,625.21	36,800.00	(27,175)
2-2110 Moberly Lake			
01-2-2110-1110 Banking Fees - MLTS	681.96	1,100.00	(418)
01-2-2110-2030 Phone/Internet-MLTS	515.16	4,110.00	(3,595)
01-2-2110-2065 Insurance - Property MLTS	267.00	400.00	(133)
01-2-2110-2070 Insurance - Liability MLTS	553.68	700.00	(146)
01-2-2110-2150 Utilities - Electricity-MLTS	767.09	1,500.00	(733)
01-2-2110-3100 Contract for Services-MLTS		2,750.00	(2,750)
01-2-2110-6010 Operations-MLTS	1,466.97	3,000.00	(1,533)
01-2-2110-6025 Contractor/Transport/Haul-MLTS	25,912.89	72,769.00	(46,856)
Total 2-2110 Moberly Lake	30,164.75	86,329.00	(56,164)
2-2120 North Peace LF			
01-2-2120-1110 Banking Fees - NPRLF	3,146.19	12,000.00	(8,854)
01-2-2120-2030 Phone/Internet-NPRLF	714.87	4,470.00	(3,755)
01-2-2120-2065 Insurance - Property NPRLF	433.00	500.00	(67)
01-2-2120-2070 Insurance - Liability NPRLF	553.68	700.00	(146)
01-2-2120-2150 Utilities - Electricity-NPRLF	6,124.42	15,700.00	(9,576)
01-2-2120-3100 Contract for Services-NPRLF		151,230.00	(151,230)
01-2-2120-6010 Operations-NPRLF	19,002.28	15,000.00	4,002

General Operating Fund

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	2025 Actuals	2025 6. Board Approved	Variance
01-2-2120-6020 Contractor-NPRLF	564,590.95	1,400,700.00	(836,109)
01-2-2120-6040 Water Monitoring-NPRLF	8,457.60	30,000.00	(21,542)
Total 2-2120 North Peace LF	603,022.99	1,630,300.00	(1,027,277)
2-2130 NP Haul All PL6			
01-2-2130-6030 Transport/Haul-NP Haul	26,142.51	130,000.00	(103,857)
Total 2-2130 NP Haul All PL6	26,142.51	130,000.00	(103,857)
2-2140 Pink Mountain			
01-2-2140-1110 Banking Fees - PMTS	677.27	1,200.00	(523)
01-2-2140-2030 Phone/Internet-PMTS	1,588.61	3,510.00	(1,921)
01-2-2140-2065 Insurance - Property PMTS	267.00	400.00	(133)
01-2-2140-2070 Insurance - Liability PMTS	553.68	700.00	(146)
01-2-2140-2150 Utilities - Electricity-PMTS			
01-2-2140-3100 Contract for Services-PMTS		2,750.00	(2,750)
01-2-2140-6010 Operations-PMTS	1,711.17	5,000.00	(3,289)
01-2-2140-6025 Contractor/Transport/Haul-PMTS	30,022.88	64,575.00	(34,552)
Total 2-2140 Pink Mountain	34,820.61	78,135.00	(43,314)
2-2150 Pouce Coupe			
01-2-2150-6030 Transport/Haul - Pouce Coupe		16,300.00	(16,300)
Total 2-2150 Pouce Coupe		16,300.00	(16,300)
2-2160 Prespatou			
01-2-2160-1110 Banking Fees - PPTS	688.09	1,200.00	(512)
01-2-2160-2030 Phone/Internet-PPTS	598.29	3,510.00	(2,912)
01-2-2160-2065 Insurance - Property PPTS	482.00	300.00	182
01-2-2160-2070 Insurance - Liability PPTS	553.68	700.00	(146)
01-2-2160-2150 Utilities - Electricity-PPTS	1,049.03	2,000.00	(951)
01-2-2160-3100 Contract for Services-PPTS		5,750.00	(5,750)
01-2-2160-6010 Operations-PPTS	2,445.95	10,924.00	(8,478)
01-2-2160-6025 Contractor/Transport/Haul-PPTS	42,078.96	100,750.00	(58,671)
Total 2-2160 Prespatou	47,896.00	125,134.00	(77,238)
2-2170 Rolla			
01-2-2170-1110 Banking Fees - ROTS	679.86	1,200.00	(520)
01-2-2170-2030 Phone/Internet-ROTS	1,808.91	3,510.00	(1,701)
01-2-2170-2065 Insurance - Property ROTS	267.00	400.00	(133)
01-2-2170-2070 Insurance - Liability ROTS	553.68	700.00	(146)
01-2-2170-2150 Utilities - Electricity-ROTS	831.11	2,000.00	(1,169)
01-2-2170-3100 Contract for Services-ROTS		2,250.00	(2,250)
01-2-2170-6010 Operations-ROTS	1,443.36	3,000.00	(1,557)
01-2-2170-6025 Contractor/Transport/Haul-ROTS	25,843.49	67,000.00	(41,157)
Total 2-2170 Rolla	31,427.41	80,060.00	(48,633)
2-2180 Rose Prairie			
01-2-2180-1110 Banking Fees - RPTS	690.16	1,200.00	(510)
01-2-2180-2030 Phone/Internet-RPTS	301.17	3,510.00	(3,209)

General Operating Fund

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	2025 Actuals	2025 6. Board Approved	Variance
01-2-2180-2065 Insurance - Property RPTS	140.00	200.00	(60)
01-2-2180-2070 Insurance - Liability RPTS	553.68	700.00	(146)
01-2-2180-2150 Utilities - Electricity-RPTS	1,099.88	2,100.00	(1,000)
01-2-2180-3100 Contract for Services-RPTS		2,750.00	(2,750)
01-2-2180-6010 Operations-RPTS	1,134.82	3,000.00	(1,865)
01-2-2180-6025 Contractor/Transport/Haul-RPTS	30,235.94	81,400.00	(51,164)
01-2-2180-6040 Water Monitoring-RPTS	5,272.63	35,800.00	(30,527)
Total 2-2180 Rose Prairie	39,428.28	130,660.00	(91,232)
2-2190 SP Haul All PL6			
01-2-2190-6030 Transport/Haul - SP Haul	124,899.98	333,044.00	(208,144)
Total 2-2190 SP Haul All PL6	124,899.98	333,044.00	(208,144)
2-2200 Taylor			
01-2-2200-3100 Contract for Services-Taylor		250.00	(250)
01-2-2200-6030 Transport/Haull-Refuse Serv.Agreement	4,725.00	9,450.00	(4,725)
01-2-2200-6040 Water Monitoring - Taylor	3,239.00	13,100.00	(9,861)
Total 2-2200 Taylor	7,964.00	22,800.00	(14,836)
2-2210 Tomslake			
01-2-2210-1110 Banking Fees - TLTS	691.95	1,200.00	(508)
01-2-2210-2030 Phone/Internet-TLTS	939.72	3,510.00	(2,570)
01-2-2210-2065 Insurance - Property TLTS	308.00	300.00	8
01-2-2210-2070 Insurance - Liability TLTS	553.68	700.00	(146)
01-2-2210-2150 Utilities - Electricity-TLTS	934.83	1,800.00	(865)
01-2-2210-3100 Contract for Services-TLTS		2,750.00	(2,750)
01-2-2210-6010 Operations-TLTS	603.10	3,000.00	(2,397)
01-2-2210-6025 Contractor/Transport/Haul-TLTS	29,307.21	79,950.00	(50,643)
Total 2-2210 Tomslake	33,338.49	93,210.00	(59,872)
2-2230 Tumbler Ridge			
01-2-2230-2065 Insurance - Property TRTS	257.00	200.00	57
01-2-2230-2070 Insurance - Liability TRTS	553.68	700.00	(146)
01-2-2230-3100 Contract for Services-TRTS		250.00	(250)
01-2-2230-6010 Operations - Tumbler Ridge	4,151.56	10,000.00	(5,848)
01-2-2230-6020 Contractor - Tumbler Ridge	34,155.89	139,800.00	(105,644)
01-2-2230-6030 Transport/Haul - Tumbler Ridge	44,942.00	143,000.00	(98,058)
Total 2-2230 Tumbler Ridge	84,060.13	293,950.00	(209,890)
2-2240 Upper Halfway			
01-2-2240-1110 Banking Fees - UHTS	689.59	1,200.00	(510)
01-2-2240-2030 Phone/Internet-UHTS	223.84	3,510.00	(3,286)
01-2-2240-2065 Insurance - Property UHTS	267.00	400.00	(133)
01-2-2240-2070 Insurance - Liability UHTS	553.68	700.00	(146)
01-2-2240-2150 Utilities - Electricity-UHTS	1,223.28	1,800.00	(577)
01-2-2240-3100 Contract for Services-UHTS		2,750.00	(2,750)
01-2-2240-6010 Operations-UHTS	431.11	3,000.00	(2,569)

General Operating Fund

500 Regional Solid Waste Management

	2025 Actuals	2025 6. Board Approved	Variance
01-2-2240-6025 Contractor/Transport/Haul-UHTS	27,989.30	70,250.00	(42,261)
Total 2-2240 Upper Halfway	31,377.80	83,610.00	(52,232)
2-2250 Wonowon			
01-2-2250-1110 Banking Fees - WWTS	678.75	1,200.00	(521)
01-2-2250-2030 Phone/Internet-WWTS	3,010.86	3,510.00	(499)
01-2-2250-2065 Insurance - Property WWTS	144.00	200.00	(56)
01-2-2250-2070 Insurance - Liability WWTS	553.68	700.00	(146)
01-2-2250-2150 Utilities - Electricity-WWTS	1,078.95	1,800.00	(721)
01-2-2250-3100 Contract for Services-WWTS		2,750.00	(2,750)
01-2-2250-6010 Operations-WWTS	8,195.07	3,000.00	5,195
01-2-2250-6025 Contractor/Transport/Haul-WWTS	27,811.60	77,450.00	(49,638)
Total 2-2250 Wonowon	41,472.91	90,610.00	(49,137)
2-2300 Waste Reduction			
01-2-2300-6115 Spring/Fall Cleanup	171.20	227,500.00	(227,329)
01-2-2300-6116 Cleanup coupons	19,894.95	15,000.00	4,895
01-2-2300-6120 Recycling	661,739.26	2,070,000.00	(1,408,261)
01-2-2300-6130 Education	0.03	5,000.00	(5,000)
01-2-2300-6140 Taylor Site Rental	3,500.00	6,000.00	(2,500)
01-2-2300-6150 MMBC Municipal Recycle Reimbursement	7,901.31	6,000.00	1,901
Total 2-2300 Waste Reduction	693,206.75	2,329,500.00	(1,636,293)
2-2506 SWCT1-2024 Deloupe Compaction Trailer HS			
01-2-2506-6210 Fuel & Lubricants - Unit SWCT1 (Deloupe		5,000.00	(5,000)
01-2-2506-6220 Tires - Unit SWCT1 (Deloupe Compaction		3,000.00	(3,000)
01-2-2506-6230 Insurance - Unit SWCT1 (Deloupe Comp	1,251.00	1,251.00	
01-2-2506-6240 Repairs - Unit SWCT1 (Deloupe Comp	2,702.05	5,000.00	(2,298)
01-2-2506-6250 Maintenance - Unit SWCT1 (Deloupe Comp	892.30	5,000.00	(4,108)
01-2-2506-6260 Washes - Unit SWCT1 (Deloupe Compaction	271.40	2,500.00	(2,229)
Total 2-2506 SWCT1-2024 Deloupe Compaction Trailer HS	5,116.75	21,751.00	(16,634)
2-2507 SWCT2-2024 Deloupe Compaction Trailer HS			
01-2-2507-6210 Fuel & Lubricants - Unit SWCT2 (Deloupe		5,000.00	(5,000)
01-2-2507-6220 Tires - Unit SWCT2 (Deloupe Compactiion		3,000.00	(3,000)
01-2-2507-6230 Insurance - Unit SWCT2 (Deloupe Comp	1,251.00	1,251.00	
01-2-2507-6240 Repairs - Unit SWCT2 (Deloupe Compac	1,399.89	5,000.00	(3,600)
01-2-2507-6250 Maintenance - Unit SWCT2 (Deloupe Comp	474.36	5,000.00	(4,526)
01-2-2507-6260 Washes - Unit SWCT2 (Deloupe Compactiion	135.70	2,500.00	(2,364)
Total 2-2507 SWCT2-2024 Deloupe Compaction Trailer HS	3,260.95	21,751.00	(18,490)
2-2508 SWCT3-2024 Deloupe Compation Trailer HS			
01-2-2508-6210 Fuel - Unit SWCT3 (Deloupe Compactiion		5,000.00	(5,000)
01-2-2508-6220 Tires - Unit SWCT3 (Deloupe Compactiion		3,000.00	(3,000)
01-2-2508-6230 Insurance - Unit SWCT3 (Deloupe Compac	1,251.00	1,251.00	
01-2-2508-6240 Repairs - Unit SWCT3 (Deloupe Compac	629.81	5,000.00	(4,370)
01-2-2508-6250 Maintenance - Unit SWCT3 (Deloupe Compac	543.77	5,000.00	(4,456)

General Operating Fund

500 Regional Solid Waste Management

	2025 Actuals	2025 6. Board Approved	Variance
01-2-2508-6260 Washes - Unit SWCT3 (Deloupe Compac	135.70	2,500.00	(2,364)
Total 2-2508 SWCT3-2024 Deloupe Compation Trailer HS	2,560.28	21,751.00	(19,191)
2-8000 M.F.A			
01-2-8000-8030 Long-term principal		436,153.00	(436,153)
01-2-8000-8040 Long-term interest - MFA	78,750.00	157,500.00	(78,750)
Total 2-8000 M.F.A	78,750.00	593,653.00	(514,903)
2-8100 Transfers to Reserve			
01-2-8100-8110 Capital Reserve	3,757,271.00	3,757,271.00	
01-2-8100-8140 Landfill Closure Liability Reserve	525,000.00	525,000.00	
Total 2-8100 Transfers to Reserve	4,282,271.00	4,282,271.00	
TOTAL EXPENDITURES	**8,501,689.58**	**15,565,924.00**	**(7,064,234)**
OPERATING SURPLUS/DEFICIT	**(4,308,512.87)**		**(4,308,513)**
CAPITAL REVENUES			
7-0010 Requisition			
01-7-0010-0015 Requisition	(325,000.00)	(325,000.00)	
Total 7-0010 Requisition	(325,000.00)	(325,000.00)	
7-0140 Transfers from Reserve			
01-7-0140-0141 Capital Reserve		(1,520,000.00)	1,520,000
01-7-0140-0149 Growing Communities Reserve	(33,101.00)	(1,261,447.00)	1,228,346
Total 7-0140 Transfers from Reserve	(33,101.00)	(2,781,447.00)	2,748,346
TOTAL CAPITAL REVENUES	(358,101.00)	(3,106,447.00)	2,748,346
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
01-8-8500-8503 Infrastructure	287,707.01	3,106,447.00	(2,818,740)
Total 8-8500 Capital Expenditures	287,707.01	3,106,447.00	(2,818,740)
TOTAL CAPITAL EXPENDITURES	287,707.01	3,106,447.00	(2,818,740)
CAPITAL SURPLUS/DEFICIT	**(70,393.99)**		**(70,394)**

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

505 Area E Scramblevision

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(100,000.00)	(100,000.00)	
Total 1-0010 Requisition	(100,000.00)	(100,000.00)	
1-0140 Transfer from Reserves			
01-1-0140-0142 Fair Share Reserve	(706.68)	(17,628.00)	16,921
Total 1-0140 Transfer from Reserves	(706.68)	(17,628.00)	16,921
TOTAL REVENUES	**(100,706.68)**	**(117,628.00)**	**16,921**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		58.00	(58)
01-2-1000-1030 Benefits		17.00	(17)
01-2-1000-1040 WCB		1.00	(1)
01-2-1000-2070 Insurance - Liability	553.68	700.00	(146)
01-2-1000-3150 Grant to organization		100,000.00	(100,000)
01-2-1000-5030 Legal Services		16,737.00	(16,737)
Total 2-1000 General Expenditures	553.68	117,513.00	(116,959)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	115.00	115.00	
Total 2-1150 Allocations	115.00	115.00	
TOTAL EXPENDITURES	**668.68**	**117,628.00**	**(116,959)**
OPERATING SURPLUS/DEFICIT	**(100,038.00)**		**(100,038)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

510 Chetwynd TV

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(0.62)		(1)
Total 1-0030 Grants	(0.62)		(1)
1-0140 Transfer from Reserves			
01-1-0140-0142 Fair Share Reserve	(567.18)	(19,302.00)	18,735
Total 1-0140 Transfer from Reserves	(567.18)	(19,302.00)	18,735
TOTAL REVENUES	**(567.80)**	**(19,302.00)**	**18,734**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time		5.00	(5)
01-2-1000-1030 Benefits		2.00	(2)
01-2-1000-2070 Insurance - Liability	553.68	700.00	(146)
01-2-1000-5030 Legal Services		18,585.00	(18,585)
Total 2-1000 General Expenditures	553.68	19,292.00	(18,738)
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	10.00	10.00	
Total 2-1150 Allocations	10.00	10.00	
TOTAL EXPENDITURES	**563.68**	**19,302.00**	**(18,738)**
OPERATING SURPLUS/DEFICIT	**(4.12)**		**(4)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

520 Invasive Plants

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
01-1-0010-0015 Requisition	(90,600.00)	(90,600.00)	
Total 1-0010 Requisition	(90,600.00)	(90,600.00)	
1-0030 Grants			
01-1-0030-0031 Provincial Grants-in-lieu	(1.76)		(2)
01-1-0030-0033 Provincial	(25,000.00)		(25,000)
Total 1-0030 Grants	(25,001.76)		(25,002)
1-0140 Transfer from Reserves			
01-1-0140-0139 Operating Maintenance Reserve	(38,905.00)	(38,905.00)	
Total 1-0140 Transfer from Reserves	(38,905.00)	(38,905.00)	
TOTAL REVENUES	**(154,506.76)**	**(129,505.00)**	**(25,002)**
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time	62,377.85	18,199.00	44,179
01-2-1000-1030 Benefits	17,239.06	5,285.00	11,954
01-2-1000-1040 WCB	1,362.73	346.00	1,017
01-2-1000-2030 Phone/Internet		3,000.00	(3,000)
01-2-1000-2070 Insurance - Liability	553.68	700.00	(146)
01-2-1000-3010 Travel		183.00	(183)
01-2-1000-3016 Mileage		150.00	(150)
01-2-1000-3020 Meals		111.00	(111)
01-2-1000-3030 Training & Development		254.00	(254)
01-2-1000-3040 Conferences & Seminars		217.00	(217)
01-2-1000-3050 Memberships	350.00	600.00	(250)
01-2-1000-3060 Meetings		200.00	(200)
01-2-1000-3100 Contract for Services		15,000.00	(15,000)
01-2-1000-5010 Advertising Services		28,528.00	(28,528)
01-2-1000-5110 Supplies - Warehouse		4,000.00	(4,000)
01-2-1000-5120 Supplies - Office	200.00	2,500.00	(2,300)
Total 2-1000 General Expenditures	82,083.32	79,273.00	2,810
2-1150 Allocations			
01-2-1150-1160 Indirect Cost Allocation	3,995.00	3,995.00	
01-2-1150-1190 PRRD Vehicles	751.00	751.00	
Total 2-1150 Allocations	4,746.00	4,746.00	
2-2500 Weed Reduction Program			
01-2-2500-6300 Weed Disposal Bins		3,000.00	(3,000)
01-2-2500-6305 RD Property Inspections		40,000.00	(40,000)
Total 2-2500 Weed Reduction Program		43,000.00	(43,000)
2-8100 Transfers to Reserve			

General Operating Fund

520 Invasive Plants

	2025 Actuals	2025 6. Board Approved	Variance
01-2-8100-8115 Operating Maintenance Reserve	2,486.00	2,486.00	
Total 2-8100 Transfers to Reserve	2,486.00	2,486.00	
TOTAL EXPENDITURES	**89,315.32**	**129,505.00**	**(40,190)**
OPERATING SURPLUS/DEFICIT	**(65,191.44)**		**(65,191)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

601 Charlie Lake Sewer

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
02-1-0010-0012 Parcel Tax	(230,910.00)	(230,910.00)	
Total 1-0010 Requisition	(230,910.00)	(230,910.00)	
1-0050 Fees and Permits			
02-1-0050-0054 Connection Fees	(1,000.00)		(1,000)
Total 1-0050 Fees and Permits	(1,000.00)		(1,000)
1-0060 User Fees			
02-1-0060-0060 User Fees	(102,386.76)	(195,000.00)	92,613
Total 1-0060 User Fees	(102,386.76)	(195,000.00)	92,613
1-0140 Transfer from Reserves			
02-1-0140-0139 Operating Maintenance Reserve	(109,425.00)	(109,425.00)	
02-1-0140-0145 PRA Reserve	(3,768.01)	(49,583.00)	45,815
Total 1-0140 Transfer from Reserves	(113,193.01)	(159,008.00)	45,815
1-7100 Sewage Truck Receiving Facility			
02-1-7100-0061 Sewage Facility - Residential	(43,681.63)	(60,000.00)	16,318
02-1-7100-0062 Sewage Facility - Commercial	(214,009.00)	(375,000.00)	160,991
Total 1-7100 Sewage Truck Receiving Facility	(257,690.63)	(435,000.00)	177,309
TOTAL REVENUES	**(705,180.40)**	**(1,019,918.00)**	**314,738**
EXPENDITURES			
2-1000 General Expenditures			
02-2-1000-1010 Wages - Full Time	7,548.75	82,938.00	(75,389)
02-2-1000-1030 Benefits	737.64	20,892.00	(20,154)
02-2-1000-1040 WCB	156.25	1,576.00	(1,420)
02-2-1000-2030 Phone/Internet	1,217.71	2,500.00	(1,282)
02-2-1000-2065 Insurance - Property	28,144.00	35,100.00	(6,956)
02-2-1000-2070 Insurance - Liability	3,322.08	4,000.00	(678)
02-2-1000-2130 R&M - Machinery	8,085.63	13,000.00	(4,914)
02-2-1000-2150 Electricity	28,705.34	65,000.00	(36,295)
02-2-1000-3010 Travel		835.00	(835)
02-2-1000-3020 Meals	119.05	508.00	(389)
02-2-1000-3030 Training & Development	1,418.33	1,156.00	262
02-2-1000-3040 Conferences & Seminars		987.00	(987)
02-2-1000-3050 Memberships - Sewer		30.00	(30)
02-2-1000-3100 Contract for Services	11,504.39	5,000.00	6,504
02-2-1000-4250 Charges/Permits	500.00	4,000.00	(3,500)
02-2-1000-4425 Software and Software Licensing	1,439.96	1,500.00	(60)
02-2-1000-5010 Advertising Services		500.00	(500)
02-2-1000-5020 Consulting Services	17,332.80	45,000.00	(27,667)
02-2-1000-5030 Legal Services	3,768.01	5,000.00	(1,232)

General Operating Fund

601 Charlie Lake Sewer

	2025 Actuals	2025 6. Board Approved	Variance
02-2-1000-5120 Supplies - Office	142.28	500.00	(358)
Total 2-1000 General Expenditures	114,142.22	290,022.00	(175,880)
2-1150 Allocations			
02-2-1150-1160 Indirect Cost Allocation	32,337.00	32,337.00	
02-2-1150-1190 PRRD Vehicles	879.00	879.00	
Total 2-1150 Allocations	33,216.00	33,216.00	
2-7000 Sewer Operations			
02-2-7000-6010 Operations	8,077.18	22,200.00	(14,123)
02-2-7000-7110 Sewer Monitoring	1,155.60	2,400.00	(1,244)
02-2-7000-7120 Collection Systems	60,942.90	130,515.00	(69,572)
Total 2-7000 Sewer Operations	70,175.68	155,115.00	(84,939)
2-7100 Sewage Truck Receiving Facility			
02-2-7100-1110 Banking Fees - CLWWTF	1,963.96	3,300.00	(1,336)
02-2-7100-7101 Treatment & Disposal	113,864.17	239,500.00	(125,636)
02-2-7100-7102 Trucked Waste Receiving Facility	142,201.18	298,265.00	(156,064)
02-2-7100-7103 Storage Pond - Operating Costs		500.00	(500)
Total 2-7100 Sewage Truck Receiving Facility	258,029.31	541,565.00	(283,536)
TOTAL EXPENDITURES	**475,563.21**	**1,019,918.00**	**(544,355)**
OPERATING SURPLUS/DEFICIT	**(229,617.19)**		**(229,617)**
CAPITAL REVENUES			
7-0140 Transfers from Reserve			
02-7-0140-0144 Gas Tax Reserve	(611,958.73)	(1,240,530.00)	628,571
02-7-0140-0145 PRA Reserve		(2,060,959.00)	2,060,959
Total 7-0140 Transfers from Reserve	(611,958.73)	(3,301,489.00)	2,689,530
TOTAL CAPITAL REVENUES	(611,958.73)	(3,301,489.00)	2,689,530
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
02-8-8500-8503 Engineering Structures	611,958.73	3,301,489.00	(2,689,530)
Total 8-8500 Capital Expenditures	611,958.73	3,301,489.00	(2,689,530)
TOTAL CAPITAL EXPENDITURES	611,958.73	3,301,489.00	(2,689,530)
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

602 Chilton Sewer

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
02-1-0010-0012 Parcel Tax	(35,000.00)	(35,000.00)	
Total 1-0010 Requisition	(35,000.00)	(35,000.00)	
1-0050 Fees and Permits			
02-1-0050-0054 Connection Fees	(250.00)		(250)
Total 1-0050 Fees and Permits	(250.00)		(250)
1-0060 User Fees			
02-1-0060-0060 User Fees	(8,896.80)	(23,000.00)	14,103
Total 1-0060 User Fees	(8,896.80)	(23,000.00)	14,103
1-0140 Transfer from Reserves			
02-1-0140-0139 Operating Maintenance Reserve	(6,509.00)	(6,509.00)	
02-1-0140-0142 Fair Share Reserve	(20,000.00)	(20,000.00)	
Total 1-0140 Transfer from Reserves	(26,509.00)	(26,509.00)	
TOTAL REVENUES	**(70,655.80)**	**(84,509.00)**	**13,853**
EXPENDITURES			
2-1000 General Expenditures			
02-2-1000-1010 Wages - Full Time		13,841.00	(13,841)
02-2-1000-1030 Benefits		4,152.00	(4,152)
02-2-1000-1040 WCB		263.00	(263)
02-2-1000-2065 Insurance - Property	230.00	300.00	(70)
02-2-1000-2070 Insurance - Liability	830.52	1,000.00	(169)
02-2-1000-2130 R&M - Machinery	1,574.92	5,000.00	(3,425)
02-2-1000-2150 Electricity	570.29	1,200.00	(630)
02-2-1000-3010 Travel		139.00	(139)
02-2-1000-3020 Meals		85.00	(85)
02-2-1000-3030 Training & Development	29.17	193.00	(164)
02-2-1000-3040 Conferences & Seminars		165.00	(165)
02-2-1000-3050 Memberships - Sewer		50.00	(50)
02-2-1000-5020 Consulting Services		1,000.00	(1,000)
02-2-1000-5140 Minor Capital	85.26	1,489.00	(1,404)
Total 2-1000 General Expenditures	3,320.16	28,877.00	(25,557)
2-1150 Allocations			
02-2-1150-1160 Indirect Cost Allocation	755.00	755.00	
02-2-1150-1190 PRRD Vehicles	2,331.00	2,331.00	
Total 2-1150 Allocations	3,086.00	3,086.00	
2-7000 Sewer Operations			
02-2-7000-4250 Charges - Sewer Oper	7,414.50	23,000.00	(15,586)
02-2-7000-6010 Operations		9,546.00	(9,546)
Total 2-7000 Sewer Operations	7,414.50	32,546.00	(25,132)

General Operating Fund

602 Chilton Sewer

	2025 Actuals	2025 6. Board Approved	Variance
2-8100 Transfers to Reserve			
02-2-8100-8110 Capital Reserve	20,000.00	20,000.00	
Total 2-8100 Transfers to Reserve	20,000.00	20,000.00	
TOTAL EXPENDITURES	**33,820.66**	**84,509.00**	**(50,688)**
OPERATING SURPLUS/DEFICIT	**(36,835.14)**		**(36,835)**
CAPITAL REVENUES			
7-0140 Transfers from Reserve			
02-7-0140-0145 PRA Reserve	(744.88)	(40,000.00)	39,255
Total 7-0140 Transfers from Reserve	(744.88)	(40,000.00)	39,255
TOTAL CAPITAL REVENUES	(744.88)	(40,000.00)	39,255
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
02-8-8500-8503 Engineering Structures	744.88	40,000.00	(39,255)
Total 8-8500 Capital Expenditures	744.88	40,000.00	(39,255)
TOTAL CAPITAL EXPENDITURES	744.88	40,000.00	(39,255)
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

603 FSJ Airport Sub Sewer

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
02-1-0010-0012 Parcel Tax	(37,500.00)	(37,500.00)	
Total 1-0010 Requisition	(37,500.00)	(37,500.00)	
1-0060 User Fees			
02-1-0060-0060 User Fees	(10,776.00)	(50,000.00)	39,224
Total 1-0060 User Fees	(10,776.00)	(50,000.00)	39,224
1-0140 Transfer from Reserves			
02-1-0140-0139 Operating Maintenance Reserve	(6,623.00)	(6,623.00)	
02-1-0140-0142 Fair Share Reserve		(4,018.00)	4,018
Total 1-0140 Transfer from Reserves	(6,623.00)	(10,641.00)	4,018
TOTAL REVENUES	**(54,899.00)**	**(98,141.00)**	**43,242**
EXPENDITURES			
2-1000 General Expenditures			
02-2-1000-1010 Wages - Full Time		15,242.00	(15,242)
02-2-1000-1030 Benefits		4,573.00	(4,573)
02-2-1000-1040 WCB		290.00	(290)
02-2-1000-2070 Insurance - Liability	830.52	1,000.00	(169)
02-2-1000-2130 R&M - Machinery		4,596.00	(4,596)
02-2-1000-3010 Travel		153.00	(153)
02-2-1000-3020 Meals		93.00	(93)
02-2-1000-3030 Training & Development	212.50	212.00	1
02-2-1000-3040 Conferences & Seminars		181.00	(181)
02-2-1000-3050 Memberships - Sewer		30.00	(30)
02-2-1000-5140 Minor Capital	85.26		85
Total 2-1000 General Expenditures	1,128.28	26,370.00	(25,242)
2-1150 Allocations			
02-2-1150-1160 Indirect Cost Allocation	1,083.00	1,083.00	
02-2-1150-1190 PRRD Vehicles	359.00	359.00	
Total 2-1150 Allocations	1,442.00	1,442.00	
2-7000 Sewer Operations			
02-2-7000-4250 Charges - Sewer Oper	14,886.00	50,000.00	(35,114)
02-2-7000-6010 Operations		5,000.00	(5,000)
Total 2-7000 Sewer Operations	14,886.00	55,000.00	(40,114)
2-8100 Transfers to Reserve			
01-2-8100-8115 Operating Maintenance Reserve			
02-2-8100-8110 Capital Reserve	7,951.00	7,951.00	
02-2-8100-8115 Operating Maintenance Reserve	7,378.00	7,378.00	
Total 2-8100 Transfers to Reserve	15,329.00	15,329.00	

General Operating Fund

603 FSJ Airport Sub Sewer

	2025 Actuals	2025 6. Board Approved	Variance
TOTAL EXPENDITURES	**32,785.28**	**98,141.00**	**(65,356)**
OPERATING SURPLUS/DEFICIT	**(22,113.72)**		**(22,114)**
CAPITAL REVENUES			
7-0140 Transfers from Reserve			
02-7-0140-0145 PRA Reserve	(21,497.33)	(689,638.00)	668,141
Total 7-0140 Transfers from Reserve	(21,497.33)	(689,638.00)	668,141
TOTAL CAPITAL REVENUES	(21,497.33)	(689,638.00)	668,141
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
02-8-8500-8503 Engineering Structures	21,497.33	689,638.00	(668,141)
Total 8-8500 Capital Expenditures	21,497.33	689,638.00	(668,141)
TOTAL CAPITAL EXPENDITURES	21,497.33	689,638.00	(668,141)
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

604 Friesen Sewer

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
02-1-0010-0012 Parcel Tax	(17,004.00)	(17,004.00)	
Total 1-0010 Requisition	(17,004.00)	(17,004.00)	
1-0020 Surplus/Deficit			
02-1-0020-0020 Surplus/Deficit	314.34	315.00	(1)
Total 1-0020 Surplus/Deficit	314.34	315.00	(1)
1-0060 User Fees			
02-1-0060-0060 User Fees	(3,558.72)	(6,500.00)	2,941
Total 1-0060 User Fees	(3,558.72)	(6,500.00)	2,941
1-0140 Transfer from Reserves			
02-1-0140-0139 Operating Maintenance Reserve			
02-1-0140-0142 Fair Share Reserve	(20,000.00)	(20,000.00)	
Total 1-0140 Transfer from Reserves	(20,000.00)	(20,000.00)	
TOTAL REVENUES	**(40,248.38)**	**(43,189.00)**	**2,941**
EXPENDITURES			
2-1000 General Expenditures			
02-2-1000-1010 Wages - Full Time		7,209.00	(7,209)
02-2-1000-1030 Benefits		2,163.00	(2,163)
02-2-1000-1040 WCB		324.00	(324)
02-2-1000-2070 Insurance - Liability	830.52	1,000.00	(169)
02-2-1000-2130 R&M - Machinery		2,737.00	(2,737)
02-2-1000-3010 Travel		172.00	(172)
02-2-1000-3020 Meals		44.00	(44)
02-2-1000-3030 Training & Development	158.17	101.00	57
02-2-1000-3040 Conferences & Seminars		86.00	(86)
02-2-1000-3050 Memberships - Sewer		30.00	(30)
02-2-1000-5030 Legal Services	609.90	1,905.00	(1,295)
02-2-1000-5140 Minor Capital	85.26		85
Total 2-1000 General Expenditures	1,683.85	15,771.00	(14,087)
2-1150 Allocations			
02-2-1150-1160 Indirect Cost Allocation	418.00	418.00	
Total 2-1150 Allocations	418.00	418.00	
2-7000 Sewer Operations			
02-2-7000-4250 Charges - Sewer Oper	2,965.80	6,500.00	(3,534)
02-2-7000-6010 Operations		500.00	(500)
Total 2-7000 Sewer Operations	2,965.80	7,000.00	(4,034)
2-8100 Transfers to Reserve			
02-2-8100-8110 Capital Reserve	20,000.00	20,000.00	
Total 2-8100 Transfers to Reserve	20,000.00	20,000.00	

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

604 Friesen Sewer

	2025 Actuals	2025 6. Board Approved	Variance
TOTAL EXPENDITURES	**25,067.65**	**43,189.00**	**(18,121)**
OPERATING SURPLUS/DEFICIT	**(15,180.73)**		**(15,181)**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

605 Harper Imperial Sewer

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
02-1-0010-0012 Parcel Tax	(64,960.00)	(64,960.00)	
Total 1-0010 Requisition	(64,960.00)	(64,960.00)	
1-0060 User Fees			
02-1-0060-0060 User Fees	(13,641.76)	(25,000.00)	11,358
Total 1-0060 User Fees	(13,641.76)	(25,000.00)	11,358
1-0140 Transfer from Reserves			
02-1-0140-0139 Operating Maintenance Reserve	(24,622.00)	(24,622.00)	
02-1-0140-0142 Fair Share Reserve	(20,000.00)	(20,000.00)	
Total 1-0140 Transfer from Reserves	(44,622.00)	(44,622.00)	
TOTAL REVENUES	**(123,223.76)**	**(134,582.00)**	**11,358**
EXPENDITURES			
2-1000 General Expenditures			
02-2-1000-1010 Wages - Full Time		17,066.00	(17,066)
02-2-1000-1030 Benefits		5,149.00	(5,149)
02-2-1000-1040 WCB		324.00	(324)
02-2-1000-2065 Insurance - Property	274.00	400.00	(126)
02-2-1000-2070 Insurance - Liability	830.52	1,000.00	(169)
02-2-1000-2130 R&M - Machinery	7,817.66	15,000.00	(7,182)
02-2-1000-2150 Electricity	1,092.56	1,500.00	(407)
02-2-1000-3010 Travel		172.00	(172)
02-2-1000-3020 Meals		104.00	(104)
02-2-1000-3030 Training & Development	238.00	238.00	0
02-2-1000-3040 Conferences & Seminars		203.00	(203)
02-2-1000-3050 Memberships - Sewer		30.00	(30)
02-2-1000-3100 Contract for Services		2,000.00	(2,000)
02-2-1000-4250 Charges/Permits		200.00	(200)
02-2-1000-5010 Advertising Services		200.00	(200)
02-2-1000-5030 Legal Services		2,500.00	(2,500)
02-2-1000-5140 Minor Capital	85.26	10,000.00	(9,915)
Total 2-1000 General Expenditures	10,338.00	56,086.00	(45,748)
2-1150 Allocations			
02-2-1150-1160 Indirect Cost Allocation	1,023.00	1,023.00	
02-2-1150-1190 PRRD Vehicles	2,632.00	2,632.00	
Total 2-1150 Allocations	3,655.00	3,655.00	
2-7000 Sewer Operations			
02-2-7000-4250 Charges - Sewer Oper	11,368.90	25,000.00	(13,631)
02-2-7000-6010 Operations	135.03	2,000.00	(1,865)
Total 2-7000 Sewer Operations	11,503.93	27,000.00	(15,496)

General Operating Fund

605 Harper Imperial Sewer

	2025 Actuals	2025 6. Board Approved	Variance
2-8100 Transfers to Reserve			
02-2-8100-8110 Capital Reserve	47,841.00	47,841.00	
Total 2-8100 Transfers to Reserve	47,841.00	47,841.00	
TOTAL EXPENDITURES	**73,337.93**	**134,582.00**	**(61,244)**
OPERATING SURPLUS/DEFICIT	**(49,885.83)**		**(49,886)**
CAPITAL REVENUES			
7-0140 Transfers from Reserve			
02-7-0140-0145 PRA Reserve	(744.88)	(40,000.00)	39,255
Total 7-0140 Transfers from Reserve	(744.88)	(40,000.00)	39,255
TOTAL CAPITAL REVENUES	(744.88)	(40,000.00)	39,255
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
02-8-8500-8503 Engineering Structures	744.88	40,000.00	(39,255)
Total 8-8500 Capital Expenditures	744.88	40,000.00	(39,255)
TOTAL CAPITAL EXPENDITURES	744.88	40,000.00	(39,255)
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

606 Kelly Lake Sewer

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
02-1-0010-0012 Parcel Tax	(23,437.00)	(23,437.00)	
Total 1-0010 Requisition	(23,437.00)	(23,437.00)	
1-0050 Fees and Permits			
02-1-0050-0054 Connection Fees	(250.00)		(250)
Total 1-0050 Fees and Permits	(250.00)		(250)
1-0060 User Fees			
02-1-0060-0060 User Fees	(3,858.48)	(6,710.00)	2,852
Total 1-0060 User Fees	(3,858.48)	(6,710.00)	2,852
1-0140 Transfer from Reserves			
02-1-0140-0142 Fair Share Reserve	(20,000.00)	(78,063.00)	58,063
Total 1-0140 Transfer from Reserves	(20,000.00)	(78,063.00)	58,063
TOTAL REVENUES	**(47,545.48)**	**(108,210.00)**	**60,665**
EXPENDITURES			
2-1000 General Expenditures			
02-2-1000-1010 Wages - Full Time		23,900.00	(23,900)
02-2-1000-1030 Benefits		7,199.00	(7,199)
02-2-1000-1040 WCB		454.00	(454)
02-2-1000-2030 Phone/Internet	474.44	200.00	274
02-2-1000-2065 Insurance - Property	4,075.00	4,600.00	(525)
02-2-1000-2070 Insurance - Liability	1,661.04	2,000.00	(339)
02-2-1000-2130 R&M - Machinery	1,755.28	8,642.00	(6,887)
02-2-1000-2150 Electricity	300.34	400.00	(100)
02-2-1000-3010 Travel		241.00	(241)
02-2-1000-3020 Meals	23.81	146.00	(122)
02-2-1000-3030 Training & Development	358.17	333.00	25
02-2-1000-3040 Conferences & Seminars		284.00	(284)
02-2-1000-3050 Memberships - Sewer		30.00	(30)
02-2-1000-3100 Contract for Services	2,130.63	15,000.00	(12,869)
02-2-1000-4250 Charges/Permits		400.00	(400)
02-2-1000-4425 Software and Software Licensing		460.00	(460)
02-2-1000-5140 Minor Capital	85.27	16,002.00	(15,917)
Total 2-1000 General Expenditures	10,863.98	80,291.00	(69,427)
2-1150 Allocations			
02-2-1150-1160 Indirect Cost Allocation	928.00	928.00	
02-2-1150-1190 PRRD Vehicles	6,991.00	6,991.00	
Total 2-1150 Allocations	7,919.00	7,919.00	
2-8100 Transfers to Reserve			
02-2-8100-8110 Capital Reserve	20,000.00	20,000.00	

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

606 Kelly Lake Sewer

	2025 Actuals	2025 6. Board Approved	Variance
Total 2-8100 Transfers to Reserve	20,000.00	20,000.00	
TOTAL EXPENDITURES	**38,782.98**	**108,210.00**	**(69,427)**
OPERATING SURPLUS/DEFICIT	**(8,762.50)**		**(8,763)**
CAPITAL REVENUES			
7-0140 Transfers from Reserve			
02-7-0140-0144 Gas Tax Reserve		(40,666.00)	40,666
02-7-0140-0145 PRA Reserve	(26,073.55)	(140,000.00)	113,926
Total 7-0140 Transfers from Reserve	(26,073.55)	(180,666.00)	154,592
TOTAL CAPITAL REVENUES	(26,073.55)	(180,666.00)	154,592
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
02-8-8500-8503 Engineering Structures	26,073.55	180,666.00	(154,592)
02-8-8500-8504 Building Improvements			
Total 8-8500 Capital Expenditures	26,073.55	180,666.00	(154,592)
TOTAL CAPITAL EXPENDITURES	26,073.55	180,666.00	(154,592)
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

607 Rolla Sewer

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
02-1-0010-0012 Parcel Tax	(71,444.00)	(71,444.00)	
Total 1-0010 Requisition	(71,444.00)	(71,444.00)	
1-0060 User Fees			
02-1-0060-0060 User Fees	(11,239.92)	(18,454.00)	7,214
Total 1-0060 User Fees	(11,239.92)	(18,454.00)	7,214
1-0140 Transfer from Reserves			
02-1-0140-0139 Operating Maintenance Reserve	(13,448.00)	(13,448.00)	
02-1-0140-0142 Fair Share Reserve		(20,000.00)	20,000
Total 1-0140 Transfer from Reserves	(13,448.00)	(33,448.00)	20,000
TOTAL REVENUES	**(96,131.92)**	**(123,346.00)**	**27,214**
EXPENDITURES			
2-1000 General Expenditures			
02-2-1000-1010 Wages - Full Time		36,800.00	(36,800)
02-2-1000-1030 Benefits		11,184.00	(11,184)
02-2-1000-1040 WCB		699.00	(699)
02-2-1000-2030 Phone/Internet	573.92	360.00	214
02-2-1000-2065 Insurance - Property	1,551.00	1,900.00	(349)
02-2-1000-2070 Insurance - Liability	1,661.04	2,000.00	(339)
02-2-1000-2130 R&M - Machinery	1,660.39	6,000.00	(4,340)
02-2-1000-2150 Electricity	953.25	5,000.00	(4,047)
02-2-1000-2160 NATURAL GAS	429.68		430
02-2-1000-3010 Travel		370.00	(370)
02-2-1000-3020 Meals		225.00	(225)
02-2-1000-3030 Training & Development	520.49	513.00	7
02-2-1000-3040 Conferences & Seminars		438.00	(438)
02-2-1000-3050 Memberships - Sewer		30.00	(30)
02-2-1000-3100 Contract for Services	2,011.10	15,000.00	(12,989)
02-2-1000-4250 Charges/Permits	231.45	250.00	(19)
02-2-1000-4425 Software and Software Licensing		820.00	(820)
02-2-1000-5140 Minor Capital	837.47	5,000.00	(4,163)
Total 2-1000 General Expenditures	10,429.79	86,589.00	(76,159)
2-1150 Allocations			
02-2-1150-1160 Indirect Cost Allocation	2,217.00	2,217.00	
02-2-1150-1190 PRRD Vehicles	10,355.00		10,355
Total 2-1150 Allocations	12,572.00	2,217.00	10,355
2-7000 Sewer Operations			
02-2-7000-6010 Operations		4,370.00	(4,370)
Total 2-7000 Sewer Operations		4,370.00	(4,370)

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

607 Rolla Sewer

	2025 Actuals	2025 6. Board Approved	Variance
2-8100 Transfers to Reserve			
02-2-8100-8110 Capital Reserve	30,170.00	30,170.00	
Total 2-8100 Transfers to Reserve	30,170.00	30,170.00	
TOTAL EXPENDITURES	**53,171.79**	**123,346.00**	**(70,174)**
OPERATING SURPLUS/DEFICIT	**(42,960.13)**		**(42,960)**
CAPITAL REVENUES			
7-0140 Transfers from Reserve			
02-7-0140-0145 PRA Reserve	(744.88)	(121,727.00)	120,982
Total 7-0140 Transfers from Reserve	(744.88)	(121,727.00)	120,982
TOTAL CAPITAL REVENUES	(744.88)	(121,727.00)	120,982
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
02-8-8500-8503 Engineering Structures	744.88	121,727.00	(120,982)
Total 8-8500 Capital Expenditures	744.88	121,727.00	(120,982)
TOTAL CAPITAL EXPENDITURES	744.88	121,727.00	(120,982)
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

701 FSJ Airport Sub Water

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
03-1-0010-0012 Parcel Tax	(38,843.00)	(38,843.00)	
Total 1-0010 Requisition	(38,843.00)	(38,843.00)	
1-0060 User Fees			
03-1-0060-0060 User Fees	(10,776.00)	(50,000.00)	39,224
Total 1-0060 User Fees	(10,776.00)	(50,000.00)	39,224
1-0140 Transfer from Reserves			
03-1-0140-0139 Operating Maintenance Reserve	(6,676.00)	(6,676.00)	
03-1-0140-0142 Fair Share Reserve		(3,786.00)	3,786
Total 1-0140 Transfer from Reserves	(6,676.00)	(10,462.00)	3,786
TOTAL REVENUES	**(56,295.00)**	**(99,305.00)**	**43,010**
EXPENDITURES			
2-1000 General Expenditures			
03-2-1000-1010 Wages - Full Time		18,696.00	(18,696)
03-2-1000-1030 Benefits		5,609.00	(5,609)
03-2-1000-1040 WCB		355.00	(355)
03-2-1000-2065 Insurance - Property FSJ Airport Water	318.00	400.00	(82)
03-2-1000-2070 Insurance - Liability	1,107.36	1,400.00	(293)
03-2-1000-2130 R&M - Machinery	1,905.00	5,000.00	(3,095)
03-2-1000-3010 Travel		188.00	(188)
03-2-1000-3020 Meals		114.00	(114)
03-2-1000-3030 Training & Development	492.00	261.00	231
03-2-1000-3040 Conferences & Seminars		223.00	(223)
03-2-1000-3100 Contract for Services	16,420.00	14,800.00	1,620
03-2-1000-5010 Advertising Services		200.00	(200)
Total 2-1000 General Expenditures	20,242.36	47,246.00	(27,004)
2-1150 Allocations			
03-2-1150-1160 Indirect Cost Allocation	1,273.00	1,273.00	
03-2-1150-1190 PRRD Vehicles	786.00	786.00	
Total 2-1150 Allocations	2,059.00	2,059.00	
2-7500 Water Operations			
03-2-7500-4250 Charges - Wtr Oper (NPAS)	14,886.00	50,000.00	(35,114)
Total 2-7500 Water Operations	14,886.00	50,000.00	(35,114)
TOTAL EXPENDITURES	**37,187.36**	**99,305.00**	**(62,118)**
OPERATING SURPLUS/DEFICIT	**(19,107.64)**		**(19,108)**
CAPITAL REVENUES			

General Operating Fund

701 FSJ Airport Sub Water

	2025 Actuals	2025 6. Board Approved	Variance
7-0120 Transfer from Reserves			
03-7-0120-8230 Fair Share Reserve		(49,500.00)	49,500
Total 7-0120 Transfer from Reserves		(49,500.00)	49,500
7-0140 Transfers from Reserve			
03-7-0140-0145 PRA Reserve		(136,476.00)	136,476
Total 7-0140 Transfers from Reserve		(136,476.00)	136,476
TOTAL CAPITAL REVENUES		(185,976.00)	185,976
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
03-8-8500-8501 Furniture, Fixtures, Equipment			
03-8-8500-8503 Infrastructure - Road, Water, Sewer		185,976.00	(185,976)
Total 8-8500 Capital Expenditures		185,976.00	(185,976)
TOTAL CAPITAL EXPENDITURES		185,976.00	(185,976)
CAPITAL SURPLUS/DEFICIT			

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

702 Potable Water - Area B

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0010 Requisition			
03-1-0010-0010 Electoral	(1,025,000.00)	(1,025,000.00)	
Total 1-0010 Requisition	(1,025,000.00)	(1,025,000.00)	
1-0060 User Fees			
03-1-0060-0060 User Fees	(39,055.50)	(80,000.00)	40,945
Total 1-0060 User Fees	(39,055.50)	(80,000.00)	40,945
1-0140 Transfer from Reserves			
03-1-0140-0139 Operating Maintenance Reserve	(164,395.00)	(164,395.00)	
Total 1-0140 Transfer from Reserves	(164,395.00)	(164,395.00)	
1-2007 Boundary Lake			
03-1-2007-0000 Fees - Boundary Lake		(3,000.00)	3,000
Total 1-2007 Boundary Lake		(3,000.00)	3,000
TOTAL REVENUES	**(1,228,450.50)**	**(1,272,395.00)**	**43,945**
EXPENDITURES			
2-1000 General Expenditures			
03-2-1000-1010 Wages - Full Time		40,637.00	(40,637)
03-2-1000-1030 Benefits		12,191.00	(12,191)
03-2-1000-1040 WCB		772.00	(772)
03-2-1000-2030 Phone/Internet	288.90		289
03-2-1000-3010 Travel		409.00	(409)
03-2-1000-3020 Meals	29.70	249.00	(219)
03-2-1000-3030 Training & Development	603.50	566.00	38
03-2-1000-3040 Conferences & Seminars		484.00	(484)
03-2-1000-3060 Meetings	97.70	250.00	(152)
03-2-1000-3100 Contract for Services	2,461.49	5,000.00	(2,539)
03-2-1000-4250 Charges	840.14	1,300.00	(460)
03-2-1000-5010 Advertising Services	315.42	1,944.00	(1,629)
03-2-1000-5030 Legal Services	982.26	10,000.00	(9,018)
Total 2-1000 General Expenditures	5,619.11	73,802.00	(68,183)
2-1100 Administration			
03-2-1100-1110 Banking Fees	1,183.02	2,600.00	(1,417)
Total 2-1100 Administration	1,183.02	2,600.00	(1,417)
2-1150 Allocations			
03-2-1150-1160 Indirect Cost Allocation	16,272.00	16,272.00	
03-2-1150-1190 PRRD Vehicles	704.00	704.00	
Total 2-1150 Allocations	16,976.00	16,976.00	
2-2007 Boundary			
03-2-2007-2065 Insurance - Property Boundry PW	1,504.00	1,200.00	304
03-2-2007-2070 Insurance - Liability Boundary PW	1,661.04	2,000.00	(339)

General Operating Fund

702 Potable Water - Area B

	2025 Actuals	2025 6. Board Approved	Variance
03-2-2007-4010 Rent/Lease		17,500.00	(17,500)
03-2-2007-6010 Operations - Boundary	211.52	8,000.00	(7,788)
03-2-2007-6020 Contractor - Boundary	29,607.72	80,000.00	(50,392)
Total 2-2007 Boundary	32,984.28	108,700.00	(75,716)
2-2010 Buick Creek			
03-2-2010-2065 Insurance - Property Buick Creek PW	1,094.00	700.00	394
03-2-2010-2070 Insurance - Liability Buick Creek PW	1,661.04	2,000.00	(339)
03-2-2010-2150 Electricity	4,928.12	6,500.00	(1,572)
03-2-2010-6010 Operations - Buick Creek	4,744.79	300.00	4,445
03-2-2010-6020 Contractor - Buick Creek	66,047.94	150,000.00	(83,952)
Total 2-2010 Buick Creek	78,475.89	159,500.00	(81,024)
2-2045 Fey Spring			
03-2-2045-2065 Insurance - Property Fey Spring PW	864.00	800.00	64
03-2-2045-2070 Insurance - Liability Fey Spring PW	1,661.04	2,000.00	(339)
03-2-2045-2150 Electricity	3,400.11	5,500.00	(2,100)
03-2-2045-6010 Operations - Fey Spring	4,362.02	5,500.00	(1,138)
03-2-2045-6020 Contractor - Fey Spring	36,440.22	110,000.00	(73,560)
Total 2-2045 Fey Spring	46,727.39	123,800.00	(77,073)
2-2160 Prespatou			
03-2-2160-2065 Insurance - Property Prespatou PW	1,159.00	700.00	459
03-2-2160-2070 Insurance - Liability Prespatou PW	1,661.04	2,000.00	(339)
03-2-2160-2150 Electricity	6,079.56	9,500.00	(3,420)
03-2-2160-6010 Operations - Prespatou	1,548.00	7,500.00	(5,952)
03-2-2160-6020 Contractor - Prespatou	81,304.29	165,000.00	(83,696)
Total 2-2160 Prespatou	91,751.89	184,700.00	(92,948)
2-2180 Rose Prairie			
03-2-2180-2065 Insurance - Property Rose Prairie PW	520.00	600.00	(80)
03-2-2180-2070 Insurance - Liability Rose Praire PW	1,661.04	2,000.00	(339)
03-2-2180-2150 Electricity	2,535.87	5,000.00	(2,464)
03-2-2180-4010 Rent/Lease	14,575.00	14,575.00	
03-2-2180-6010 Operations - Rose Prairie	2,770.92	7,500.00	(4,729)
03-2-2180-6020 Contractor - Rose Prairie	10,200.00	100,000.00	(89,800)
Total 2-2180 Rose Prairie	32,262.83	129,675.00	(97,412)
2-8100 Transfers to Reserve			
03-2-8100-8110 Capital Reserve	312,847.00	312,847.00	
03-2-8100-8115 Operating Maintenance Reserve	159,795.00	159,795.00	
Total 2-8100 Transfers to Reserve	472,642.00	472,642.00	
TOTAL EXPENDITURES	**778,622.41**	**1,272,395.00**	**(493,773)**
OPERATING SURPLUS/DEFICIT	**(449,828.09)**		**(449,828)**

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

702 Potable Water - Area B

	2025 Actuals	2025 6. Board Approved	Variance
CAPITAL REVENUES			
7-0020 Surplus/Deficit			
03-7-0020-0020 Surplus/Deficit	(1,751,735.00)	(1,751,735.00)	
Total 7-0020 Surplus/Deficit	(1,751,735.00)	(1,751,735.00)	
7-0140 Transfers from Reserve			
03-7-0140-0144 Gas Tax Reserve		(407,000.00)	407,000
03-7-0140-0145 PRA Reserve	(10,289.57)	(133,961.00)	123,671
Total 7-0140 Transfers from Reserve	(10,289.57)	(540,961.00)	530,671
TOTAL CAPITAL REVENUES	(1,762,024.57)	(2,292,696.00)	530,671
CAPITAL EXPENDITURES			
8-8500 Capital Expenditures			
03-8-8500-8503 Infrastructure - Road, Water, Sewer	106,985.48	2,292,696.00	(2,185,711)
Total 8-8500 Capital Expenditures	106,985.48	2,292,696.00	(2,185,711)
TOTAL CAPITAL EXPENDITURES	106,985.48	2,292,696.00	(2,185,711)
CAPITAL SURPLUS/DEFICIT	**(1,655,039.09)**		**(1,655,039)**

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

800 EOC Operations

	2025 Actuals	2025 6. Board Approved	Variance
REVENUES			
1-0040 Recovery of Costs			
01-1-0040-0000 General - Recovery of Costs			
01-1-0040-2800 EOC Tasks - Misc ESS Recovery of Costs			
Total 1-0040 Recovery of Costs			
TOTAL REVENUES			
EXPENDITURES			
2-1000 General Expenditures			
01-2-1000-1010 Wages - Full Time	30,117.62		30,118
01-2-1000-1030 Benefits	2,788.40		2,788
01-2-1000-1040 WCB	623.47		623
01-2-1000-3010 Travel	85.00		85
01-2-1000-3020 Meals	624.02		624
01-2-1000-3060 Meetings	500.00		500
Total 2-1000 General Expenditures	34,738.51		34,739
2-1200 Finance			
01-2-1200-1010 Wages - Full Time (FIN)	173.55		174
01-2-1200-1030 Benefits (FIN)	(125.45)		(125)
01-2-1200-1040 WCB (FIN)	3.59		4
Total 2-1200 Finance	51.69		52
2-1300 Corporate Services			
01-2-1300-1010 Wages - Full Time (CORP)	14,338.62		14,339
01-2-1300-1030 Benefits (CORP)	280.52		281
01-2-1300-1040 WCB (CORP)	144.61		145
Total 2-1300 Corporate Services	14,763.75		14,764
2-1400 IT			
01-2-1400-1010 Wages - Full Time (IT)	7,087.39		7,087
01-2-1400-1030 Benefits (IT)	688.94		689
01-2-1400-1040 WCB (IT)	146.70		147
Total 2-1400 IT	7,923.03		7,923
2-1800 Communications			
01-2-1800-1010 Wages - Full Time (COM)	2,792.25		2,792
01-2-1800-1030 Benefits (COM)	270.79		271
01-2-1800-1040 WCB (COM)	57.81		58
Total 2-1800 Communications	3,120.85		3,121
2-2510 Emergency Planning			
01-2-2510-3100 Contract for Services EMERG PLANNING	77,901.37		77,901
Total 2-2510 Emergency Planning	77,901.37		77,901
TOTAL EXPENDITURES	**138,499.20**		**138,499**

Peace River Regional District
Second Quarter Financial Update

General Operating Fund

800 EOC Operations

	2025 Actuals	2025 6. Board Approved	Variance
OPERATING SURPLUS/DEFICIT	**138,499.20**		**138,499**
CAPITAL REVENUES			
TOTAL CAPITAL REVENUES			
CAPITAL EXPENDITURES			
TOTAL CAPITAL EXPENDITURES			
CAPITAL SURPLUS/DEFICIT			

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: ADM-BRD-615

From: Corporate Administration Date: July 17, 2025

Subject: Items Previously Released from Closed Meetings – July 17, 2025

For information only - the following resolutions have been authorized for release to the public from prior Closed meetings:

May 1, 2025
MOVED, SECONDED and CARRIED,
That the Regional Board accept the Community Emergency Preparedness Fund – 2025 Emergency Operations Centres Equipment and Training grant in the amount of $39,852.62, to fund the standalone Emergency Operations Centre build out and operational supplies; further, that the Chief Administrative Officer be authorized to sign the funding agreement on behalf of the Peace River Regional District; and finally, that this resolution be authorized for release after the Province publicly announces the grant approval on June 15, 2025.

June 19, 2025
MOVED, SECONDED and CARRIED,
That the Regional District respond to the request from the Ministry of Housing and Municipal Affairs for feedback regarding proposed amendments to legislation authorizing closed council and board meetings to advise that the Peace River Regional District Board is not in favor of adding any additional options related to going into closed meetings for First Nations or other groups as the existing options are sufficient; further, that this motion be authorized for immediate release to the public.

BACKGROUND/RATIONALE:

The above resolutions were authorized for release and are provided in this report as the official disclosure of the items to the regular Board agenda, as per the 'Closed Meetings and Proactive Disclosure Policy.'

ALTERNATIVE OPTIONS:

Not applicable.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan

FINANCIAL CONSIDERATION(S):

Not applicable.

COMMUNICATIONS CONSIDERATION(S):

Not applicable.

OTHER CONSIDERATION(S):

Not applicable.

PEACE RIVER REGIONAL DISTRICT

EMERGENCY EXECUTIVE COMMITTEE MEETING MINUTES

June 18, 2025, 1:00 p.m.
1981 Alaska Avenue, Dawson Creek, BC

Directors Present:	Chair Hiebert, Electoral Area D Alternate Director Wiebe, Electoral Area B Director Sperling, Electoral Area C Director Rose, Electoral Area E Director Hansen, City of Fort St. John (via Zoom) Alternate Director Parslow, City of Dawson Creek
Directors Absent:	Vice-Chair Dober, City of Dawson Creek Director Graham, Electoral Area B
Staff Present:	Tyra Henderson, Corporate Officer Joanne Caldecott, Deputy Corporate Officer Roxanne Shepherd, Chief Financial Officer Ryan Kirkham, Protective Services Manager Jenna Shaw, Emergency Management Officer Gina Saunders, Emergency Management Coordinator Kyla Traichevich, Community Services Clerk/Recorder

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1. CALL TO ORDER

The Chair called the meeting to order at 1:03 p.m.

2. ADOPTION OF AGENDA

MOVED Director Rose
SECONDED Director Sperling

That the Emergency Executive Committee adopt the June 18, 2025 agenda:

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. GALLERY COMMENTS OR QUESTIONS
4. ADOPTION OF MINUTES
4.1 Emergency Executive Committee Draft Meeting Minutes of January 22, 2025
5. BUSINESS ARISING FROM THE MINUTES
6. DELEGATIONS
7. CORRESPONDENCE
7.1 May 15, 2025 Snow Survey and Water Supply Bulletin
8. REPORTS
8.1 2025 Search and Rescue Grant Application Review, FN-EEC-007
9. NEW BUSINESS
10.CONSENT CALENDAR
10.1 Emergency Executive Committee Terms of Reference

(Cont'd on next page)

11. DIARY
12. ADJOURNMENT

CARRIED

3. GALLERY COMMENTS OR QUESTIONS

4. ADOPTION OF MINUTES

4.1 Emergency Executive Committee Draft Meeting Minutes of January 22, 2025

MOVED Director Sperling
SECONDED Director Rose
That the Emergency Executive Committee adopt the meeting minutes of January 22, 2025.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

6. DELEGATIONS

7. CORRESPONDENCE

7.1 Snow Survey and Water Supply Bulletin - May 15, 2025

MOVED Charlie Parslow
SECONDED Director Sperling
That the Emergency Executive Committee receive the correspondence titled "Snow Survey and Water Bulletin - May 15, 2025", for information.

CARRIED

Jenna Shaw, Emergency Management Officer, and Gina Saunders, Emergency Management Coordinator, left the meeting at 1:08 p.m.

8. REPORTS

8.1 2025 Search and Rescue Grant Application Review, FN-EEC-007

MOVED Director Sperling
SECONDED Charlie Parslow
That the Emergency Executive Committee review the 2025 Search and Rescue Grant applications to determine which applicants and the total amount per applicant should be recommended to the Regional Board for approval.

Amendment:
MOVED Director Rose
SECONDED Director Sperling
That the motion be amended to remove the words "which applicants and the total amount per applicant should be recommend to the Regional Board for approval" and replace with the words "what applicants are to be invited to the allocation meeting".

CARRIED

Motion as Amended:
MOVED Director Rose
SECONDED Director Sperling
That the Emergency Executive Committee review the 2025 Search and Rescue Grant applications to determine what applicants are to be invited to the allocation meeting.

CARRIED

DRAFT

8.1 2025 Search and Rescue Grant Application Review, FN-EEC-007

MOVED Charlie Parslow
ECONDED Director Rose
That the Emergency Executive Committee appoint one Committee member to Chair the 2025 Search and Rescue Grant Allocation meeting scheduled for June 25, 2025, at 7:00 p.m. at the Peace River Regional District Board Room.

Amendment:
MOVED Director Rose
SECONDED Director Sperling
That the motion be amended to replace the words "one Committee member" with "Chair Hiebert".

CARRIED

Motion as Amended:
MOVED Director Rose
SECONDED Director Sperling
That the Emergency Executive Committee appoint Chair Hiebert to Chair the 2025 Search and Rescue Grant Allocation meeting scheduled for June 25, 2025, at 7:00 p.m. at the Peace River Regional District Board Room.

CARRIED

MOVED Director Rose
SECONDED Charlie Parslow
That the Emergency Executive Committee authorize Tumbler Ridge Search and Rescue to use the unspent funds of $2,272.17 from their 2024 Search and Rescue grant allocation to support operational costs related to communications and mapping subscriptions in 2025.

CARRIED

MOVED Director Rose
SECONDED Director Sperling
That the Emergency Executive Committee invite the three Search and Rescue groups (South Peace Emergency Response Team, North Peace Search and Rescue Society, Tumbler Ridge Seach and Rescue Society) who submitted grant applications for 2025, to the Search and Rescue Grant Allocation meeting on June 25, 2025 at 7:00 p.m. at the Peace River Regional District Board Room.

CARRIED

9. NEW BUSINESS

10. CONSENT CALENDAR

10.1 Emergency Executive Committee Terms of Reference

11. DIARY

12. ADJOURNMENT

The Chair adjourned the Emergency Executive Committee meeting at 1:18 p.m.

DRAFT

CERTIFIED a true and correct copy of the Minutes of the Peace River Regional District Emergency Executive Committee meeting held on June 18, 2025, in the PRRD Board Room, 1981 Alaska Avenue, Dawson Creek, BC.

Leonard Hiebert, Chair

Kyla Traichevich, Community Services Clerk/Recorder

DRAFT

PEACE RIVER REGIONAL DISTRICT

ELECTORAL AREA DIRECTORS COMMITTEE

MINUTES

June 26, 2025, 10:00 a.m.
1981 Alaska Avenue, Dawson Creek, BC

Directors Present:	Chair Rose, Electoral Area E Vice-Chair Sperling, Electoral Area C Director Hiebert, Electoral Area D
Directors Absent:	Director Graham, Electoral Area B
Staff Present:	Shawn Dahlen, Chief Administrative Officer Roxanne Shepherd, Chief Financial Officer Tyra Henderson, Corporate Officer Joanne Caldecott, Deputy Corporate Officer Kari Bondaroff, General Manager of Environmental Services Ashley Murphey, General Manager of Development Services Bryna Casey, Community Services Manager Trevor Ouellette, IT Manager Katherine Lovino, Administrative Clerk Ryan Kirkham, Protective Services Manager Jody Schmidt, Financial Procurement Officer

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1. CALL TO ORDER

The Chair called the meeting to order at 10:00 a.m.

2. ADOPTION OF AGENDA

MOVED Director Sperling
SECONDED Director Hiebert

That the Electoral Area Directors Committee Meeting Agenda of June 26, 2025 be adopted:

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. GALLERY COMMENTS OR QUESTIONS
4. ADOPTION OF MINUTES
4.1 Electoral Area Directors Committee Draft Meeting Minutes of May 8, 2025
5. BUSINESS ARISING FROM THE MINUTES
6. DELEGATIONS
7. CORRESPONDENCE
8. REPORTS
8.1 Jackfish Community Hall Closure, CS-EADC-018
9. NEW BUSINESS
10. DIARY
10.1 EADC Diary

(Cont'd on next page)

DRAFT

11. CONSENT CALENDAR
11.1 EADC Terms of Reference
12. NOTICE OF MOTION
13. ADJOURNMENT

CARRIED

3. GALLERY COMMENTS OR QUESTIONS

4. ADOPTION OF MINUTES

4.1 Electoral Area Directors Committee Draft Meeting Minutes of May 8, 2025

MOVED Director Hiebert
SECONDED Director Sperling
That the Electoral Area Directors Committee Meeting minutes of May 8, 2025 be adopted.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

6. DELEGATIONS

7. CORRESPONDENCE

8. REPORTS

8.1 Jackfish Community Hall Closure, CS-EADC-018

MOVED Director Hiebert
SECONDED Director Sperling
That the Electoral Area Directors Committee recommend that the Regional Board authorize the closure of Jackfish Community Hall, located at 1515 Old Jackfish Road, until such time as the facility is repaired to a safe standard and a Use and Occupancy Agreement is in place for its operation or another decision related to future operation of the hall has been made.

CARRIED

Staff explained that some years ago a significant financial commitment was made for this facility however noted concerns regarding the need for potential repairs, service area upgrades and that non-use will impact and more needs to be investigated. Staff is looking at holding a community meeting in August to determine their interest in operating the hall and expects to provide feedback from that meeting to the Committee in September. Depending on the Committee and Board's direction, repairs could possibly move forward next summer.

9. NEW BUSINESS

10. DIARY

11. CONSENT CALENDAR

12. NOTICE OF MOTION

DRAFT

13. ADJOURNMENT

The Chair adjourned the meeting at 10:04 a.m.

CERTIFIED a true and correct copy of the Minutes of the Peace River Regional District's Electoral Area Directors Committee meeting held on June 26, 2025 in the PRRD Board Room, 1981 Alaska Avenue, Dawson Creek, BC.

Dan Rose, Chair

Katherine Lovino, Administrative Clerk/Recorder

DRAFT

PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE

MINUTES

June 26, 2025, 10:00 a.m.
1981 Alaska Avenue, Dawson Creek, BC

Directors Present:	Chair Rose, Electoral Area E Vice-Chair Sperling, Electoral Area C Director Hiebert, Electoral Area D
Directors Absent:	Director Graham, Electoral Area B
Staff Present:	Shawn Dahlen, Chief Administrative Officer Roxanne Shepherd, Chief Financial Officer Tyra Henderson, Corporate Officer Joanne Caldecott, Deputy Corporate Officer Kari Bondaroff, General Manager of Environmental Services Ashley Murphey, General Manager of Development Services Trevor Ouellette, IT Manager Katherine Lovino, Administrative Clerk Ryan Kirkham, Protective Services Manager Jody Schmidt, Financial Procurement Officer Bryna Casey, Community Services Manager
Delegations:	**Clear Course Ltd** Monica Sander Burns, Grant & Client Services Lead (via Zoom)

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1. CALL TO ORDER

The Chair called the meeting to order at 10:05 a.m.

2. ADOPTION OF AGENDA

MOVED Director Sperling
SECONDED Director Hiebert

That the Rural Budgets Administration Committee Meeting Agenda of June 26, 2025, be adopted:

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. GALLERY COMMENTS OR QUESTIONS
4. ADOPTION OF MINUTES
4.1 Rural Budgets Administration Committee Draft Meeting Minutes of May 8, 2025
4.2 Special Rural Budgets Administration Committee Draft Meeting Minutes of May 9, 2025
5. BUSINESS ARISING FROM THE MINUTES
6. DELEGATIONS
6.1 Clear Course Ltd. Re: PRRD Grant Writer Services - 2025 Program Update

(Cont'd on next page)

7. CORRESPONDENCE
8. REPORTS
8.1 Grant Request – Village of Pouce Coupe, FN-RBAC-377
8.2 Grant Request – Nor' Pioneer Community Society, FN-RBAC-378
8.3 Grant Request – Sunset Prairie Cemetery Association, FN-RBAC-379
8.4 Community Works Fund Update, FN-RBAC-381
9. NEW BUSINESS
9.1 Clear Course Ltd Grant Writers Reporting
10. DIARY
10.1 RBAC Diary
11. CONSENT CALENDAR
11.1 May 2025 Financial Reserves, FN-RBAC-380
11.2 Rural Budgets Administration Bylaw No. 1166, 1998
12. NOTICE OF MOTION
13. ADJOURNMENT

CARRIED

3. GALLERY COMMENTS OR QUESTIONS

4. ADOPTION OF MINUTES

4.1 Rural Budgets Administration Committee Draft Meeting Minutes of May 8, 2025

MOVED Director Hiebert
SECONDED Director Sperling

That the Rural Budgets Administration Committee Meeting minutes of May 8, 2025 be adopted.

CARRIED

4.2 Special Rural Budgets Administration Committee Draft Meeting Minutes of May 9, 2025

MOVED Director Sperling
SECONDED Director Hiebert

That the Rural Budgets Administration Committee adopt the May 9, 2025 Special Rural Budgets Administration Committee Meeting minutes.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

6. DELEGATIONS

6.1 Clear Course Ltd. Re: PRRD Grant Writer Services - 2025 Program Update

Monica Sander Burns, Grants & Client Services Lead of Clear Course Ltd. delivered a presentation titled " Clear Course Ltd. Re: PRRD Grant Writer Services - 2025 Program Update" which included the following highlights:

- Summary figures from March 2021 to June 2025. Clear Course has secured $8,814,475 in funding; submitted 145 proposals; awarded 48 grants and assisted 108 community groups in the region.
- Program Results (2021- 2024) showing the number of grant proposals written and supported.
- Recent highlights included grant applications completed for the Nawican Friendship Centre in Dawson Creek and the South Peace Crime Prevention Association in Chetwynd.

DRAFT

6.1 Clear Course Ltd. Re: PRRD Grant Writer Services - 2025 Program Update (Cont'd)

- Hosted annual Grant Writer Services Information Sessions and workshops. These workshops were offered yearly to help build knowledge and grant writing capacity in the Peace Region.
- Grant Writer Services Workshops were provided for beginners to grant writing. These are 3-hour in-depth workshops and participants were given case studies to work on.
- Survey results were given to participants after the workshops.

A question-and-answer period ensued, and discussion included:

- Directors noted the positive impact that Clear Course was making and the benefit of having their staff available to provide support to the communities when needed. The presenter explained that since she started working on programs in 2021 she had noticed an increased capacity in the community which was evidenced through the caliber of workshops and the quality and competence of attendees; each year was seeing strengthened capacity in the region.
- The presenter stated that the success of grant writing was influenced by two factors: the number of applicants and the competitive nature of the industry. The presenter added that grant writing was a competitive field with most programs being highly competitive and oversubscribed. They focused on targeting northern BC-specific programs, particularly for Peace River Regional District community groups. Clear Course collaborates with the Ministry of Jobs, Economic Development and Innovation (JEDI) and ensures a good cohort of applications for higher-ticket grant programs, which contributes to the economic development of the region.

The Chair thanked Monica Sander Burns for her presentation, and she left the meeting.

7. CORRESPONDENCE

8. REPORTS

8.1 Grant Request – Village of Pouce Coupe, FN-RBAC-377

MOVED Director Hiebert
SECONDED Director Sperling

That the Rural Budgets Administration Committee authorize a grant in the amount of $5,000, payable from Function 120 – Electoral Area D Fair Share, to be issued to the Village of Pouce Coupe to assist with offsetting costs related to equipment rentals, performer honorariums, insurance, safety services, event promotion, and accessibility improvements for the 2025 Pouce Coupe Canada Day Celebrations.

CARRIED

8.2 Grant Request – Nor' Pioneer Community Society, FN-RBAC-378

MOVED Director Sperling
SECONDED Director Hiebert

That the Rural Budgets Administration Committee authorize a grant in the amount of $1,770, payable from Function 120 - Electoral Area B Fair Share, to be issued to the Nor' Pioneer Community Society to cover the cost of servicing and recharging the overhead fire suppression system at Cecil Lake Centennial Hall.

CARRIED

8.2 Grant Request – Nor' Pioneer Community Society, FN-RBAC-378 (Cont'd)

Although staff confirmed that the application was not time sensitive, Directors were concerned that the work on the overhead fire suppression system was not done, the overhead fire system at the Cecil Lake Centennial Hall could shut down. Directors added that they were comfortable processing the request since it was not a huge cost.

8.3 Grant Request – Sunset Prairie Cemetery Association, FN-RBAC-379

MOVED Director Hiebert
SECONDED Director Sperling

That the Rural Budgets Administration Committee authorize a multi-year grant commitment in the amount of $2,540 per year for three years beginning in 2025, for a total grant contribution of $7,620 payable from Function 285 – Cemeteries Grants-in-Aid, Electoral Area E, to be issued to the Sunset Prairie Cemetery Association to assist with the cost of grounds maintenance at the Sunset Prairie Cemetery and annual society filing fee required under the *Societies Act* of BC.

CARRIED

8.4 Community Works Fund Update, FN-RBAC-381

MOVED Director Hiebert
SECONDED Director Sperling

That the Rural Budgets Administration Committee recommend that the Regional Board temporarily suspend the intake for the Community Works Gas Tax Grant funding stream until staff can determine the requirements to implement the changes in the 2024-2034 Community Works Fund Agreement and the Community Works Fund Program Guide.

CARRIED

Directors inquired whether staff had a timeframe for the many changes proposed to the Union of British Columbia Municipalities (UBCM) application and budget process. Directors noted that the Community Works funding stream had grown over the years and expressed concern about how the funding had become difficult to use for small communities, and the lack of consultation with UBCM. Staff confirmed that PRRD staff was in regular contact with UBCM; they are aware there were several changes to be made to the PRRD's application form, and it was hoped to have information back by October to plan for the 2026 budget process. Staff explained they believe the proposed changes were to ensure that regional decisions continue to be made and that the funds continue to be used for regional projects.

Directors sought clarity regarding whether the UBCM was introducing the proposed changes. The Chair advised that the funding stream came from the Federation of Canadian Municipalities (FCM) to whom the UBCM reports. While it was unlikely the UBCM would agree to attend a meeting to present, the Chair had raised similar concerns requesting how this funding could be made more accessible to the FCM President and BC Caucus at the recent FCM Annual Conference held in Ottawa. Staff reminded the Committee that the Community Works funding changes initially came forward last fall when the PRRD had signed the Community Works Fund Agreement in October 2024, therefore any additional advocacy in this regard would need to happen through the Regional Board.

DRAFT

8.4 Community Works Fund Update, FN-RBAC-381 (Cont'd)

MOVED Director Sperling
SECONDED Director Hiebert
That the Rural Budgets Administration Committee diarize the "Community Works Fund Update, FN-RBAC-281" and add the report to the Rural Budgets Administration Committee Diary.

Directors agreed that it would be beneficial to allow staff adequate time to first establish the full scope of the required changes to inform the Committee on how best to move forwards.

The Chair called the Question to the Motion.

CARRIED

9. NEW BUSINESS

9.1 Clear Course Ltd Grant Writers Reporting

MOVED Director Sperling
SECONDED Director Hiebert
That the Rural Budgets Administration Committee accept a new business item regarding the Clear Course Ltd. Grant Writers Reporting for discussion.

CARRIED

MOVED Director Sperling
SECONDED Director Hiebert
That the Rural Budgets Administration Committee authorize staff to bring a report with a recommendation on Clear Course Ltd.'s reporting requirements as per their current contract to the July 24, 2025 Rural Budgets Administration Committee meeting.

CARRIED

The Committee agreed to revisit the contract with Clear Course Ltd. to reassess the current reporting requirements and see whether any changes could be made to the reporting cycle.

10. DIARY

11. CONSENT CALENDAR

MOVED Director Sperling
SECONDED Director Hiebert
That the Rural Budgets Administration Committee Consent Calendar of June 26, 2025 be received.

CARRIED

12. NOTICE OF MOTION

DRAFT

13. ADJOURNMENT

The Chair adjourned the meeting at 10:37 a.m.

CERTIFIED a true and correct copy of the Minutes of the Peace River Regional District's Rural Budgets Administration Committee meeting held on June 26, 2025 in the PRRD Board Room, 1981 Alaska Avenue, Dawson Creek, BC.

Dan Rose, Chair	Katherine Lovino, Administrative Clerk/Recorder

DRAFT

Chetwynd Public Library

Regular Board Meeting Minutes – APPROVED
May 27, 2025

Call to Order: 6:08pm

Present: In-person: Wendy Fontaine, Tanya Harmacek, Eileen McPherson, Melissa Millsap (LD), Zach Sheridan-Carr
Present: Zoom: Kelly Wilson
Regrets: Melanie Berube, Julia Nelson, Krixia Padilla, Dan Rose

Agenda:
MOVED by Wendy, SECONDED by Tanya That the agenda be adopted. – CARRIED

Minutes:
MOVED by Wendy, SECONDED by Tanya That the minutes of the March 26, 2025, regular board meeting be adopted. – CARRIED

MOVED by Tanya, SECONDED by Wendy That the notes from the April 29, 2025, regular board meeting be received for information, as quorum was not met. – CARRIED

Treasurer Report:
MOVED by Zach, SECONDED by Tanya That we approve the SOFI report and 2024 yearend financials prepared by Eclipse LLP Chartered Professional Accountants. – CARRIED

MOVED by Zach, SECONDED by Eileen That the comparative income statement and the budget and fund spreadsheet for March 2025 be accepted for information. – CARRIED

Chair:
Each visit to the library reveals continued improvements, it is exciting to see the space evolving. We are all looking forward to the arrival of the new furniture, which will enhance both comfort and functionality for our patrons. Additionally, the board is supportive of efforts to advocate for the development of a new fire hall in our community.

Library Director:
The library continues to settle into its new space with children's materials and furniture arriving steadily. Main area furniture is set to ship from the warehouse on June 18, and three new computers have been ordered as part of our annual upgrade cycle. The cozy booth has arrived; we are just waiting on a lockable handle to complete the setup. Our annual reporting obligations (SOFI, CSSEA, PRRD financials, programming stats, facility inspection, and capital asset plan) are complete, including clarification on fund balances. The content inventory is finalized, and a request has been submitted to the PRRD for approval to install our interactive sensory play wall. A recent alarm system communication error was resolved and the replaced battery for the floor scrubber finally arrived and was covered under warranty.

Programs are flourishing! Teen Night, Adult Crafting Night, and all the Children's Programs are thriving and well-attended. Children's programs will be wrapping up in June, with our team preparing for an exciting Summer Reading Program to kick off in July.

Staff are busy planning and preparing for a busy line-up of events: our Grand Opening Celebration on Tuesday, June 3 at 5:00pm, National Indigenous Day on Saturday, June 21 (10am-2pm) at the Rotary Soccer Fields, Multiculturalism Day on Friday, June 27 at 5:00-7:00pm, Canada Day Parade on Tuesday, July 1, Pemmican Days on July 12–13, and Pico's Puppet Palace on Tuesday, July 15 at 3pm.

Two staff members will also be attending the Beyond Hope Library Conference in Prince George. Also included were staff notes.

It was nice to share some Canadian stats that library usage overall has seen a significant rise with online visits up by 76% and in-person visits up by 90% since 2020.

(NELF) North East Library Federation:
On Friday, May 23, 2025, Abi Ward, the new Director of NELF, visited our library as part of her tour of NELF member libraries. This was Abi's first time seeing our new space in person, and she was pleased to experience it firsthand. She was joined by our Library Director and two representatives from the Office of the Human Rights Commissioner to network and discuss potential training opportunities for NELF library directors. The group met in our new meeting booth, which offered a comfortable and private setting for their conversation. Abi and our Library Director took part in the celebration of the Fort St. John Public Library's 75th Anniversary on Saturday May 24, 2025

District of Chetwynd: Nil.
It was noted from our last meeting that Julia continues to be a strong advocate for the library and her conversations have been filled with positivity and collaboration. That there is a genuine spirit of teamwork as everyone comes together to clarify roles and responsibilities within the tri-party agreement.

Peace River Regional District: Nil

Safety Committee:
Library staff continue to complete monthly facility inspections as part of our ongoing commitment to the facility and to safety. Following recommendations from Kelly at the last meeting, we've updated all first aid kits to include a dedicated worker-to-worker incident kit. In addition, during our most recent staff meeting, we reviewed WorkSafeBC guidelines regarding who should serve as the designated first aid attendant in the case of worker-to-worker injuries. While all staff are certified in First Aid and able to respond to both staff and patron injuries, this review helped clarify roles and responsibilities.

Fundraising Committee:
Our Books & Blooms Sale is on now until end of day May 28th.

MOVED by Wendy, SECONDED by Eileen That we accept the reports as presented – CARRIED

New Business:
Reviewed the itinerary and planning for the grand opening. Zach and Kelly graciously declined the invite to say a few words. The Library Board Trustees would like to all be a part of the ribbon cutting.

MOVED by Wendy, SECONDED by Eileen That the Chetwynd Public Library Board approve the renewal of the janitorial services contract with I Glass Janitorial Ltd. for a two-year term beginning June 01, 2025 at the current rate under the same terms and conditions as the original agreement. – CARRIED

Old Business:
MOVED by Tanya, SECONDED by Zach That the Chetwynd Public Library Board approve the planning and delivery of a bird watching excursion to the Little Prairie Community Forest on a date TBD, in partnership with the Community Forest and Standard Bus Company, as outlined in the presented report. – CARRIED

MOVED by Tanya, SECONDED by Zach That the Chetwynd Public Library Board approve the revised Donations Policy and Forms as presented. – CARRIED

Adjournment:
MOVED by Eileen, SECONDED by Zach to adjourn the meeting at 7:11pm. – CARRIED

Next Meeting:
Tuesday June 24, 2025, at 5:30pm

MEETING MINUTES

SUBJECT: Northeast BC Accessibility Committee April Meeting #21
MEETING DATE: JUNE 12, 2025
TIME: 1:30 PM to 2:30 PM
LOCATION: Virtual – Zoom
FILE: UM1958.0495.01

ATTENDEES

Full Name	Location
Sam Loran & Robert McGuire	Guest Speakers – City of Fort St. John
Bonnie McCue	City of Fort St. John
Darcy Guay	Peace River Regional District
Diana Jewan	Community Member – Hudson's Hope
Kristi Leer	Community Member – Fort Nelson
Steve McLain	District of Chetwynd
Isha Matous-Gibbs	Urban Matters
Kenna Williams	Urban Systems

REGRETS

Full Name	Location
Annette Andrews	Peace River Regional District
Bill Darnbrough	City of Dawson Creek
Chris Civic	District of Hudson's Hope
Deanne Ennis	District of Chetwynd
Denis Bento	District of Tumbler Ridge
Dennis Stavrou	Village of Pouce Coupe
Devon Aaroe	City of Dawson Creek
Ellen McAvany	District of Chetwynd
Gerri Bird	District of Hudson's Hope
Gracie Boake	Community Member – Peace River Regional District
Hillary Sheppard	Northern Rockies Regional Municipality
Jan Atkinson	Community Member – Dawson Creek
Jennifer Morris	Community Member – Village of Pouce Coupe
Katie Stelfox	District of Tumbler Ridge
Lori Slater	Community Member – Fort St. John
Lisa Thompson	Northern Rockies Regional Municipality
Marla Reed	Community Member – Dawson Creek

Marsha Dufresne	Community Member – Tumbler Ridge
Matthew Cybulski	Village of Pouce Coupe
Matt Chorney	Prospective Community Member – Pouce Coupe
Naomi Gallant	City of Fort St. John
Naomi Larson	Community Member – Chetwynd
Ryan Kirkham	Peace River Regional District
Sherri Maycock	District of Taylor

ITEM 1.0 – Territorial Acknowledgement Introduction and Welcome

- We respectfully acknowledge that the communities of Northeastern BC are situated on the traditional territories of the Dane-zaa, Dene, Cree, Dunne Tsaa, Tsáá? Ḉhé Ne Dane, Tse'khene, Dene Tha', Kaska peoples, Dunne-za, and the Métis Nation BC Region 7. The Northeastern BC Collaborative Accessibility Committee recognizes the many Indigenous communities with ongoing connections to the land base on which we are situated and the many more whose communities have meeting grounds, gathering places and travelling routes across the region. We recognize and value the significant contributions of Indigenous Peoples who have lived and worked on this land since time immemorial.

ITEM 2.0 – Guest Presentation

- City of Fort St. John will be presenting – looking to amend the City's process to better define criteria for approval on street accessible stalls for downtown businesses and to add certainty to if/when an accessible stall gets removed.
- Guests from the City of Fort St. John: Robert McGuire and Sam Loran.
    - Surveys were conducted in Fort St. John, one for business and one for the public. 20% of respondent had mobility issues. A quarter of the respondents were only willing to travel 200 feet from a parking stall to the business. 17% where willing to travel 300 feet and the remaining would travel 350 feet or more from the parking stall to the business. Have received numerous requests for more accessible parking stalls. 101st Ave has a cluster of health businesses that should have accessible parking stalls. Have met one on one with Lori Slater and SPARC BC about accessibility issues in the past. There are currently 304 placard holders in Fort St. John. Currently accessible stalls are only put in when a business requests them.
    - We are looking for on street parking only for this new process. Wanting to have a best practice for this process in place.
- There are three questions they would like some input from this committee on:

1) 101st Avenue is a cluster of health offices and high traffic businesses. Are ramps necessary for each accessible stall? Does each accessible stall need their own letdown?
2) Placement of let downs – can existing let downs be used especially where areas have a slimmer sidewalk there may not be enough room to have a letdown at each accessible stall. The offices along 101st Avenue have been identified, are there any other business that should have a letdown.
3) What types of business are really needed to have these accessible stalls.

- Isha askes Kristi and Diana to speak to these questions.
  - Krist – thank you for bringing this to our committee. This is the purpose of this committee and we are all working together. As a wheelchair user the only trouble is where you put the ramps, make sure no one can park near it or in front of it. People with disabilities need to be able to go everywhere. The goal is to have these everywhere.
  - Diana – I have mobility issues and pain issues and do not visit Fort St. John very often. And when I do its only for a medical appointment. Let downs are very difficult as I can stumble or trip when using a cane at the letdown, so I avoid them. Narrow sidewalks with a letdown also are difficult.
- The committee will discuss the questions and will respond back to the City of Fort St. John. **ACTION 21-1**: Respond back to the City of Fort St. John on the questions they have brought forward to the committee.
- From Sam and Robert at Fort St. John: If anyone is interested, we gave an in-depth presentation on our parking survey to Council on June 12*th*. The minutes can be found here https://fortstjohn.civicweb.net/filepro/document/139439/Committee%20of%20the%20Whole%20-%2006%20Jan%202025%20Minutes.pdf?widget=true and the video here https://fortstjohn.civicweb.net/filepro/document/138880/Committee%20of%20the%20Whole%20-%2006%20Jan%202025.html?splitscreen=true&widget=true&media=true.

ITEM 1.0 – Territorial Acknowledgement Introduction and Welcome

- We respectfully acknowledge that the communities of Northeastern BC are situated on the traditional territories of the Dane-zaa, Dene, Cree, Dunne Tsaa, Tsáá? Ḉhé Ne Dane, Tse'khene,

Dene Tha', Kaska peoples, Dunne-za, and the Métis Nation BC Region 7. The Northeastern BC Collaborative Accessibility Committee recognizes the many Indigenous communities with ongoing connections to the land base on which we are situated and the many more whose communities have meeting grounds, gathering places and travelling routes across the region. We recognize and value the significant contributions of Indigenous Peoples who have lived and worked on this land since time immemorial.

ITEM 3.0 – Action Tracker

Action Item Number:	16-2
Action By:	Urban Matters – Isha
Status:	In Progress
Description of Action:	Isha to prepare an invitation to Northern Health representative to attend a committee meeting and present at an upcoming committee meeting.
Timeline:	Will send out the invite for the next meeting to attend in June.

- Will have a Northern Health representative attend a committee meeting in the fall when more folks can attend.

Action Item Number:	19-1
Action By:	Isha / Urban Matters
Status:	Completed
Description of Action:	Isha to provide a NAAW Proclamation Request Letter to the Committee
Timeline:	May 8, 2025 Committee meeting Completed

- All but one of the communities was able to get in front of their councils to proclaim Accessibility Week. Thank you for all that made this happen.

ITEM 4.0 – Committee Open Discussion / New Business

- Regional Municipality of Wood Buffalo has created a self assessing audit for buildings and events. Isha goes over the document online for all to see.
    - https://www.rmwb.ca/en/community-services-and-social-support/accessibility-around-the-rmwb.aspx
- BC Accessibility Hub has come out with courses available to all and are free. They have been adding more resources continuously. The registration is very easy and user friendly. There are many amazing tools that can be used and ways you can get involved. Isha shared her screen and goes through the website and where to find the resources. Sign up for the updates and new information. https://bcaccessibilityhub.ca/

Sam and Robert exit the meeting at 2:03 pm

ITEM 4.0 –Strategic Plan

- Sent out with the meeting invitation the updated strategic plan. We have a solid plan for 2025 and 20256 and some longer tasks for the future. Want to make the task achievable.

Short term goals

- **Support member** governments to achieve their accessibility improvement goals by reviewing projects, providing insight and lived experience, and sharing resources.
- **Learn together** about accessibility and the role of local government in removing barriers.
- **Suggest solutions** for governments to improve accessibility.
- **Set and achieve small wins** to practice working together effectively.
- **Choose a focus area or topic** each year to guide action plans.

Long term goals

- **Formalizing their role in municipalities** by being part of a referral process on major projects or projects with an accessibility component or that may benefit from an accessibility lens.
- **Have collaborative relationships** and/ or projects with Accessibility Committees from other prescribed organizations.
- **Host or attend public events to raise awareness** of accessibility issues.

2025 projects

- Letter to municipalities.
- Presentation to municipalities.
- Letters to other committees, organizations and the public.
- Media campaign materials to raise awareness of the feedback mechanisms.
- Business and events accessibility information sheets.
- Materials to promote National Accessibility Week 2026 and July Disability Pride and Awareness Month.

Discussion:

- Support our member municipality. A way we can reiterate our value and the work that we do. By forming a working group with a few of our committee members. There are some funds in the budget to support this task. Isha and/or Kenna can support with the letter drafting or refining and the broader community providing some media material to highlight the feedback mechanism all across the region. One single email that comes to this committee from all member communities is amazing. Have not had a ton of responses to date as this will require some promotion.

- Talked about creating a list of business or anyone applying for an event license so we can create awareness for these business how they can contribute to this. Once pager on why this is important and some key things they can do and some resources that can improve accessibility. Early in the new year we were to create materials to go with the accessibility week. Kristi and Lori have been keen to get out there and attend events.
- It was noted that July is disability pride month and this should be added to the list. Agreed, this should be added to the list.
- Kristi comments that she is able to come back to Fort Nelson permanently and excited to get back into her community. Fort Nelson has been working on a lot of accessible areas and she is very proud of her community.
    - Isha has recruited Kristi to be on the working group to help write letters to the municipalities on accessible. Raising awareness with municipalities is the logical first place to start. Isha and Kristi will choose a time when they can meet to support this work and work together. Would be fantastic to have a municipal staff in this conversation as well to help support that the letter will be written the way the municipality wants to receive it. Steve can help with this process as they should be to the point. Steve, Isha and Kristi will work together on this. A lot depends on the mayor and council on how they want to receive it.
    - There will be three working groups. Red shirt day and disability pride month, raising awareness with municipalities (letters presentations), and raising awareness with the public.
- It was noted that Lori is still recovering and on leave. She will be off another month or so but wants to also be apart of these working groups.
- Isha will arrange some group training session for July and August and will record for those that cannot make it. This way we can stay on track with our goals. Inviting select delegates to attend upcoming meetings, she will also set up an executive meeting to ensure we are on track.
- Discussion on disabled washroom and handicap stalls.

ITEM 4.0 – Closing Business

- Next meeting date: July 12, 2025 at 1:30 – 3:00 pm.
- The meeting minutes, along with other discussed information, will be sent out.
- The meeting ended at 02:38 PM (MST).

End of meeting minutes.

DRAFT

URBAN MATTERS CCC LTD.

Isha Matous-Gibbs,
Committee Facilitator

cc: All Committee Members

DRAFT

June 25, 2025

1301249

Via email: leonard.hiebert@prrd.bc.ca

Leonard Hiebert
Chair, Peace River Regional District Board
Peace River Regional District
PO Box 810
1981 Alaska Ave
Dawson Creek BC V1G 4H8

Dear Leonard Hiebert:

Thank you for your series of letters from November 22, 2024, to January 3, 2025, regarding the Peace River Regional District (PRRD) Board's concerns about the number of temporary emergency department closures within the Peace Region. I apologize for the delay in response.

Access to emergency departments (EDs) is an important part of community infrastructure, and disruptions in service are very challenging for people and communities to bear. I share your concerns about emergency department service interruptions and want to assure the PRRD that every effort is made to avoid them before the difficult decision is made to have a temporary unplanned closure of an ED and divert patients to other available sites within the region. With this letter, I hope to provide PRRD with more information about the short-term and longer-term measures being taken by the Northern Health Authority (NHA), the Ministry of Health, and partners to reduce the number of ED service disruptions.

Staffing shortages are the primary reason behind ED diversions. The temporary closure of an ED is an absolute last resort when there are no health care providers who can manage a patient who arrives at the health care facility extremely unwell and who needs hands-on care. In this event, the only way to manage such a patient in the safest way possible is to quickly divert them to the closest hospital capable of managing those types of issues. While diversions are never ideal, they are unfortunately sometimes necessary to ensure the best and safest care is provided to patients.

...2

NHA continues to prioritize health care worker recruitment to ensure safe and quality care is provided to patients. With the support of the Ministry of Health, and in collaboration with partners including Divisions of Family Practice, post-secondary institutions, and community members, NHA is working hard to attract and retain the skilled health professionals needed to maintain and improve services in Northern British Columbia.

NHA and provincial efforts include:

- Provincial Rural Retention Incentive, which provides retention bonuses to health care workers in eligible rural and remote communities
- Provincial Rural and Remote Recruitment Incentive, which provides signing bonuses of up to $30,000 for specific high needs vacancies in Northern Health, which come with a 24-month return of service
- GoHealthBC, a service (initiated in Northern Health that has since expanded to include communities in Interior Health and Island Health) that employs 436 nurses delivering services in rural and remote communities to reduce reliance on agency nursing services
- Emergency Care BC (ECBC), a network of provincial partners to drive improvements across the health care system, including support for hybrid models of care on EDs where virtual care could be delivered and help optimize physician capacity.

Working weeks and even months ahead, most staffing situations that could lead to an ED diversion are mitigated significantly in advance of when the diversion would have taken place. Even when an ED diversion has been declared, health authorities make every effort to try to fill the shift and prevent the closure.

It is encouraging that NHA is making progress in limiting the length and number of service interruptions; since July 2024, NHA has seen a reduction in ED service interruptions compared to 2023. However, I recognize there is still much work to do to further reduce ED closures and to strengthen BC's public health care system.

In the medium to longer term, we are taking important steps to train and hire more health care workers to build human health resources across the health care system, including:

- Tripling our capacity to credential internationally trained doctors
- Working with the College of Physicians and Surgeons to provide immediate provisional licenses for those trained in Canada and within six weeks for those trained in comparable regions, like the US and UK

...3

- Expanding the UBC Medical School by 128 seats
- Adding 582 new nursing student seats and introduced a tuition-waiver program since 2021
- Establishing a new medical school at SFU in Surrey with first intake in September 2026
- Hiring new Physician Assistants to work in EDs, which will help alleviate staff shortages (there are currently 4 Physician Assistant postings in NHA).

We are also taking action to free up emergency departments for those who need them by continuing to build the primary care system and connecting more people to family doctors, opening Urgent and Primary Care Centres, and allowing pharmacists to treat minor ailments. Together, all these actions mean there are more health care providers working in hospitals to prevent emergency department diversions.

In your letters, you also expressed concerns about communications. In the event of an ED diversion, health authorities take steps to prepare the community, including advising BC Emergency Health Services as diversions may impact demand for ambulances in the area and advising 8-1-1. Communities are advised via public service announcements which include information on how to safely access care. I know health authorities recognize the challenge of timing the communication of a pending ED diversion to the general public as they urgently work to avert such a diversion while needing to provide the community with sufficient notice. I encourage you to speak directly with NHA regarding your concerns with communication and to work with them with respect to the needs of local governments.

If you wish to discuss your concerns further, you may consider contacting the Northern Health Patient Care Quality Office (PCQO). Each health authority has a PCQO that works with patients to address care quality concerns. The PCQO will be able to review the matter and provide you with a response to your complaint, as well as information on any decisions or actions taken as a result. You may contact NHA's PCQO at:

Northern Health Authority	Telephone:	1-877-677-7715
Patient Care Quality Office	Facsimile:	250-565-2640
6th floor, 299 Victoria St	Email:	patientcarequalityoffice@northernhealth.ca
Prince George BC V2L 5B8	Website:	www.northernhealth.ca

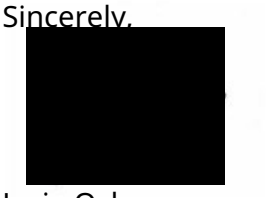
We encourage members of the public to always call 9-1-1 if they have a life-threatening health emergency so they can be transported to the nearest available and appropriate facility, which may be their local emergency department, or an alternate facility in the event the local ED is unavailable at the time.

...4

In closing, I hope that the above helps to build understanding of some of the actions being taken to keep emergency departments open. Again, I share your deep concern of the impacts that ED closures have on communities—particularly rural and remote communities like the one where I live. I am deeply committed to continuing the work that we must do to build human health resources and strengthen the entire health care system, and I always welcome your ideas and suggestions moving forward.

I appreciate the opportunity to respond.

Sincerely,



Josie Osborne
Minister

PEACE RIVER REGIONAL DISTRICT

November 22, 2024 File: 0400.20.16

Honourable Josie Osborne
Minister of Health
PO Box 9050 Stn Prov Govt
Victoria, BC V8W 9E2
Via Email: HLTH.Minister@gov.bc.ca

Dear Minister Osborne,

Re: Northern Health - Service Interruptions

At its July 18, 2024, Regional Board meeting, the Peace River Regional District (PRRD) Board discussed their concerns regarding the number of diversions and emergency room closures taking place within the Peace Region. The Regional Board subsequently passed the following resolution:

> MOVED, SECONDED and CARRIED,
> *"That the Regional Board send a letter weekly to Premier Eby, Minister Dix, and both North and South Peace MLAs asking them to request that Northern Health advertise service interruptions, without Ministry interference, in the Peace Region.*

The Regional Board is very concerned with the ongoing number of diversions, emergency room closures and shortage of health-care professionals resulting in reduced access to essential health care services. The lack of communication from Northern Health regarding these ongoing closures/diversions is unacceptable; communications need to be streamlined with an improved process that will "get the word out" in a timelier manner. The Board believes there is an urgent need to find effective solutions and long-term strategies to stop diversions/closures from taking place and is requesting your support in asking Northern Health to communicate effectively on this critical issue.

Sincerely,

Leonard Hiebert
Leonard Hiebert
Chair

c: Premier David Eby, Premier@gov.bc.ca

From: Davenport, Hali N TT:EX <Hali.Davenport@gov.bc.ca>
Sent: Friday, June 20, 2025 1:16 PM
Subject: RE: 334386 - Twinning of Highway from Fort St. John to Alberta Border

Hello Carmen,

Would you kindly forward the following response to Chair Hiebert:

On behalf of the ministry, thank you for your letter of June 12, 2025, sharing the Peace River Regional District Board's support to revisit the twinning of Highways 97 and 2 from Fort St. John to the Alberta border.

We fully recognize the importance of this corridor and remain committed to ensuring its continued safety and mobility.

The ministry monitors performance through various efforts, including our traffic data count program and corridor analysis studies such as the Collision Information System. Current data indicates that the corridor is functioning effectively, with approximately 50% of the route now four-laned or equipped with passing lanes to facilitate the safe and efficient movement of people and goods.

We will continue to assess the corridor and consider opportunities for improvements in alignment with provincial transportation planning priorities.
Thank you again for taking the time to write.

Sincerely,

Hali Davenport
District Manager, Transportation
Ministry of Transportation and Transit 300, 10003 – 110 Avenue, Fort St. John, BC V1J 6M7
O: 778-576-1108 | C: 250-261-3077 | Hali.Davenport@gov.bc.ca

PEACE RIVER REGIONAL DISTRICT

June 12, 2025 File#: 0400.20.13

Honourable Mike Farnworth
Minister of Transportation and Transit
PO Box 9055 Stn Prov Govt
Victoria, BC V8W 9E2

Via Email: TT.Minister@gov.bc.ca

Dear Honourable Mike Farnworth,

Re: Twinning of Highway from Fort St. John to Alberta Border

During an Interprovincial meeting held between the County of Grande Prairie and the Peace River Regional District, the Regional Board was asked to provide a letter of support to the County of Grande Prairie for use when they advocate the Province of Alberta to twin Highway 43 between Grande Prairie and the British Columbia border. Accordingly, at the Peace River Regional District Board meeting held on May 22, 2025, the Regional Board discussed the need to facilitate cross border trade/movement of goods, enhanced safety for the travelling public and safer emergency response and resolved to provide the letter of support to the County of Grande Prairie as requested. At that meeting, the Regional Board also determined that it would be beneficial to also approach the Province of BC regarding twinning of the highway on the British Columbia side and passed the following resolution:

> *MOVED, SECONDED and CARRIED,*
> *That the Regional Board send a letter to the Ministry of Transportation to ask them to revisit the twinning of the highway from Fort St. John to the Alberta border as a result of conversation with our Alberta neighbours.*

On behalf of the Peace River Regional District Board, thank you for your consideration of this request; we look forward to your Ministry's response in due course.

Sincerely,

Leonard Hiebert

Leonard Hiebert,
Chair

c: Larry Neufeld, South Peace MLA Larry.Neufeld.MLA@leg.bc.ca
Jordan Kealy, North Peace MLA Jordan.Kealy.MLA@leg.bc.ca

DISTRICT OF TAYLOR
www.DistrictofTaylor.com
Box 300, Taylor, BC V0C 2K0

DISTRICT OFFICE
10007 - 100A Street

Phone: (250) 789-3392
Fax: (250) 789-3543

June 27, 2025

Ms. Ashley Murphey
General Manager of Development Services
PO Box 810
1981 Alaska Ave
Dawson Creek, BC V1G 4H8

RE: District of Taylor Official Community Plan – Interested Party Engagement

Ms. Murphey,

The District of Taylor has been working with residents and community partners to develop an updated Official Community Plan (OCP) that sets out the long-term vision of our community. The document accompanying this letter has received first and second reading from Council on June 9th, 2025, and as per Section 464 of the *Local Government Act,* we are seeking additional engagement with interested parties to identify any comments or concerns you may have with the document in advance of completion.

We would like to ensure that if there are any concerns with the OCP, we are made aware of these concerns early and have the time to address them as necessary prior to finalizing the OCP Bylaw.

We invite you to review the Official Community Plan to and ask that you provide feedback by July 31, 2025, so that Council can make any required amendments and adopt the OCP by the provincial deadline of December 31, 2025. We will assume that you have no comments or concerns if we do not receive a response by July 31st.

If you have any questions, please contact Tyla Pennell at the District of Taylor at (250) 789-3392. Thank you in advance for your attention to this matter, we look forward to receiving your feedback.

Sincerely,

[redacted]

Tyla Pennell
Director of Corporate Services

DISTRICT OF TAYLOR

Official Community Plan

Bylaw No. 880, 2025

The District of Taylor recognizes with respect, this traditional territory of Treaty 8. We honour the deep connection to the land and water, where everyone's rights are respected, and opportunities are available for all to thrive.

District of Taylor

Official Community Plan Bylaw No. 880, 2025

WHEREAS the Council of the District of Taylor wishes to repeal “Official Community Plan Bylaw No. 782, 2014” and amendments thereto, and wishes to adopt a new Official Community Plan pursuant to Section 473 of the *Local Government Act*;

AND WHEREAS, Council has met the consultation requirements pursuant to Section 475 and 476 of the *Local Government Act*;

AND WHEREAS, Council has met the adoption procedure requirements pursuant to Section 477 of the *Local Government Act*;

AND WHEREAS, Council has held a Public Hearing pursuant to Section 464 of the *Local Government Act* and notice of such hearing was given as required by “Public Notice Bylaw No. 863, 2023,” as amended and replaced;

NOW THEREFORE, the Council of the District of Taylor in open meeting assembled, ENACTS as follows:

1. This bylaw may be cited as "Official Community Plan Bylaw No. 880, 2025".
2. The following schedules attached hereto are hereby made part of this bylaw and adopted as the Official Community Plan for the District of Taylor:
    a. Schedule A – Official Community Plan Text
    b. Schedule B – Land Use Designations Map
    c. Schedule C – Natural Assets Map
    d. Schedule D – Infrastructure Map
    e. Schedule E – Transportation Map
3. If any section, subsection, sentence, clause, phrase or map of this bylaw is for any reason held to be invalid by the action of any court of competent jurisdiction, the invalid portion shall be severed and the decision shall not affect the validity of the remaining portions of the bylaw.
4. Bylaw No. 782, 2014, cited as “District of Taylor Official Community Plan Bylaw No. 782, 2014” and amendments thereto are hereby repealed.

Read a first time the _____ day of _____, 2025.

Read a second time the _____ day of _____, 2025.

Advertised this _____ day of _____, 2025.

Public Hearing held on the _____ day of _____, 2025.

Read a third time the _____ day of _____, 2025.

Adopted the _____ day of _____, 2025.

_____ _____

Mayor Brent Taillefer Chief Administrative Officer Ryan Galay

List of Amendments to District of Taylor Official Community Plan Bylaw No. 880, 2025		
Bylaw No.	Date of Adoption	Purpose of Amendment

SCHEDULE A

Official Community Plan Text

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SCHEDULE C – Natural Assets Map

SCHEDULE D – Infrastructure Map

SCHEDULE E – Transportation Map

1.0 Introduction

1.1 WHAT IS AN OFFICIAL COMMUNITY PLAN?

An Official Community Plan is a policy document used by local governments to guide decisions on land use management and planning within the area covered by the plan. It identifies the community's goals and aspirations through the development of associated objectives and policy statements. An Official Community Plan must be prepared and adopted within the statutory provisions set forth in the *Local Government Act*. The following is the required content of an Official Community Plan defined the *Local Government Act*:

- Approximate location, amount, type, and density of residential development required to meet anticipated housing needs over a period of at least 20 years;
- Approximate location, amount, and type of present and proposed commercial, industrial, institutional, agricultural, recreational, and public utility land uses;
- Approximate location and area of sand and gravel deposits that are suitable for future sand and gravel extraction;
- Restrictions on the use of land that is subject to hazardous conditions or that is environmentally sensitive to development;
- Approximate location and phasing of any major road, sewer, and water systems;
- Approximate location and type of present and proposed public facilities, including schools, parks and waste treatment and disposal sites;

- Include policies for rental housing, special needs housing and affordable housing;
- Targets for the reduction of greenhouse gas emissions, and actions and policies of the local government to achieve those targets; and
- Provides guidance on any case-specific matters authorized by the Minister.

In addition to the required content by legislation, the *Local Government Act* identifies the following optional components that may be included within an Official Community Plan:

- Policies relating to social needs, social well-being and social development;
- A regional context statement;
- Policies respecting the enhancement and maintenance of farming on land in a farming area or in an area designated for agricultural use in the plan; and
- Policing relating to the preservation, protection, restoration and enhancement of the natural environment, its ecosystems and biological diversity.

An Official Community Plan is a long-term visionary document that guides decision-making and sets a course for the future. An Official Community Plan should be re-examined and updated every 5-10 years, depending on community circumstances, to ensure that it continues to reflect the long-term planning needs and objectives of the community. Reviewing the Official Community Plan regularly also ensures that the Official Community Plan remains consistent with other bylaws, procedures and government implementation tools. An Official Community Plan should inform decision making on a wide range of municipal planning and development functions.

Before an Official Community Plan can come into effect, it must be adopted by Council as an official bylaw. Once adopted, any decisions made by Council on land use, the subdivision of land, development and other related matters must be consistent with the objectives and policies included in the Official Community Plan.

1.2 WHAT IS THE PURPOSE OF AN OFFICIAL COMMUNITY PLAN?

An Official Community Plan is designed to provide a degree of certainty to Council, municipal staff, local businesses, developers and residents regarding the future form and character of a community. It provides direction and guidance for Council on decision-making and policy development, helping to ensure that they are consistent with the objectives and policies contained within the Official Community Plan. An Official Community Plan can also assist a municipality in acquiring funding from senior levels of government to provide for a variety of initiatives, projects and infrastructure within a community. Funding applications often seek to ensure that relevant initiatives, projects and infrastructure are planned and articulated in an Official Community Plan.

While this Official Community Plan reflects the best ideas at the time of its writing, the adoption of the Official Community plan does not commit the District of Taylor to undertake any projects suggested in the Official Community Plan. However, it does commit the District of Taylor to ensure that all actions taken once the Official Community Plan is adopted are consistent with the direction set forth within it.

1.3 WHY UPDATE TAYLOR'S OFFICIAL COMMUNITY PLAN?

Taylor's current Official Community Plan was last updated in 2014, and since that time, there has been significant changes in Taylor, including:

- Servicing of the Jarvis Crescent subdivision and playground installation;
- Long-Term Water Strategy development;
- Pine Avenue Sanitary Sewer replacement;
- New Public Works Shop;
- Core Services Review;
- Asset Management Program;
- Pickleball court installation;
- Lone Wolf Golf Course improvements;
- Community Park upgrades; and
- Completion of Housing Needs Assessment (2021) and Interim Housing Needs Assessment (2024).

1.4 WHAT'S NEW IN THIS OFFICIAL COMMUNITY PLAN?

This Official Community Plan has been developed to build upon the many initiatives taken in the previous plan. It also strives to address the challenges that Taylor has faced for many years and sets the community up for future success. Finally, the Official Community Plan serves as a visionary document that takes the dreams and aspirations of the community, District of Taylor staff and Council, and provides guidance for fiscally responsible and sustainable decision-making for a liveable community.

This Official Community Plan contains the following key elements:

- Preserving the small-town community feel that attracts residents to the community;
- Supporting and increasing economic development initiatives and activities that see an increase in the retail and service offerings within Taylor;
- Advocating for, and increasing the level of, safety within the community particularly with respect to crossing Highway 97N (Alaska Highway), transportation infrastructure such as crosswalks and lighting, and greater mobility options;
- Seeking opportunities for increased partnerships with other government partners, Indigenous communities, and social agencies to improve the quality of life in the community for all;
- Creating a healthy, vibrant, inclusive, and age-friendly community where all residents have opportunities to gather and connect, and feel safe;
- Striving to address the affordable housing challenges that are present in every community; and
- Increasing the focus on environmental sustainability, climate change adaptation and resilience, and incorporating initiatives that work towards this.

The following sets out the six main sections of this Official Community Plan and identifies which are new, and which are carried over and refreshed from the previous plan:

SECTION 1.0 INTRODUCTION

This part of the Official Community Plan introduces the planning process.

SECTION 2.0 COMMUNITY ENGAGEMENT PROCESS

This section is both a carry-over from the previous Official Community Plan and contains several new elements. It also provides a summary of the engagement process. In addition, this section presents a vision for Taylor moving forward.

SECTION 3.0 COMMUNITY CONTEXT

This section is mostly carried over and much of is statistical and updated to reflect the most current available data. The subsection on regional context is new in this Official Community Plan.

SECTION 4.0 COMMUNITY DEVELOPMENT

This section contains refreshed sections from the previous Official Community Plan. It also incorporates new subsections that focus on local government and Indigenous partnerships, accessible and age-friendly communities, climate change adaptation and resilience.

SECTION 5.0 LAND USE PLAN

This section contains much content from the previous Official Community Plan and guides land use planning within Taylor.

SECTION 6.0 IMPLEMENTATION

This final section outlines the actions required to implement this Official Community Plan.

1.5 HOW TO USE THIS OFFICIAL COMMUNITY PLAN

This Official Community Plan sets out Taylor's path to 2040. It is a community planning document that will guide strategic decision-making pertaining to all aspects of growth and development in the District of Taylor. It is intended to be a reference document for all members of the Taylor community to clearly understand how Taylor seeks to evolve over time. This Official Community Plan reflects the best ideas at the time of writing.

This Official Community Plan has a few key components: the Vision, Objectives, Policies, and Schedules.

VISION

The Official Community Plan vision sets the framework for the entire community. All policy direction outlined in the plan stems from the vision. The vision was created based on feedback collected from the community as part of the Official Community Plan's engagement process. It will guide growth and development in the community to 2040.

OBJECTIVES

The objectives are outcomes and specific goals that Taylor aspires to achieve, that connect back to the vision.

POLICIES

The policies are statements that implement the vision, guiding principles and objectives. They provide a course of action for achieving the overarching direction that the vision outlines.

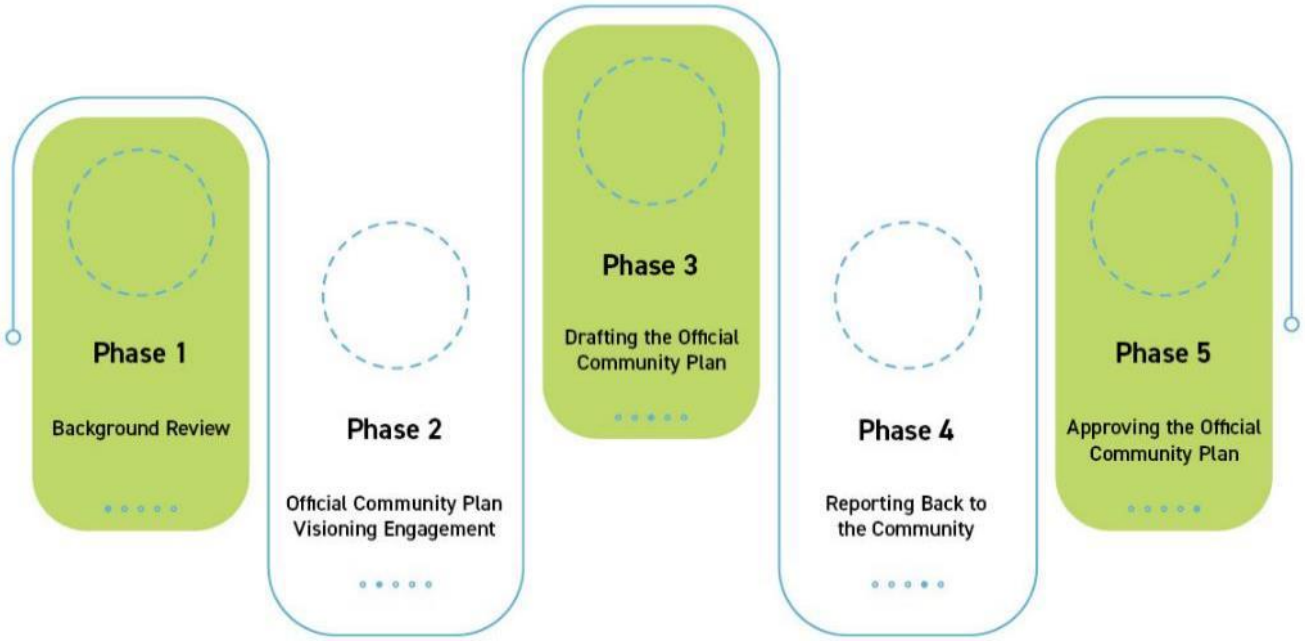
SCHEDULES

A series of figures are included in the Official Community Plan that align with the policy direction and provide spatial context on one or more sections of the plan. These schedules may be used as a visual reference for the reader.

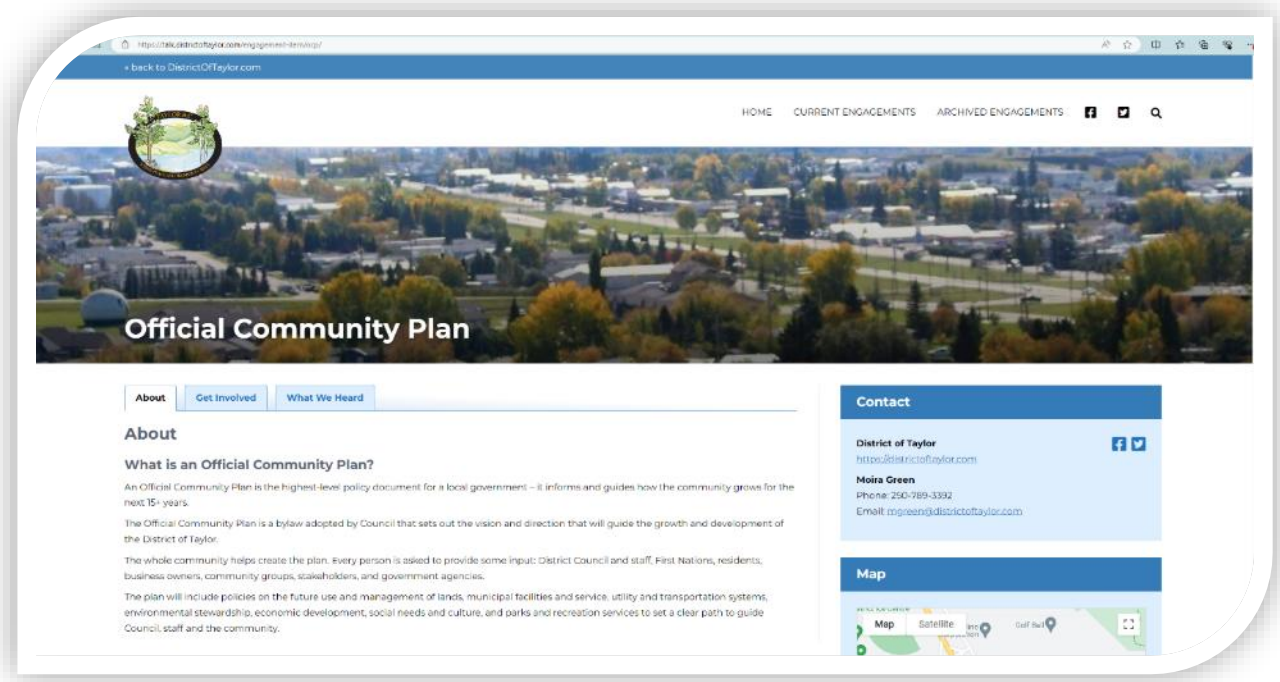
2.0 Community Engagement Process

Prior to the adoption of this Official Community Plan, the District last updated its Official Community Plan in 2013 and 2014, with the previous bylaw being adopted in late 2014. Many things have changed in Taylor since then, and therefore, engaging with the community to understand how they view Taylor today, what is important to them, and what they envision for the future was a top priority in updating this Official Community Plan. It is vital that this Official Community Plan reflects the aspirations of Taylor residents.

As part of this Official Community Plan update, two rounds of comprehensive engagement were undertaken in Phases 2 and 4.



Throughout the Official Community Plan update process, Taylor used a website as a central resource: www.talk.districtoftaylor.com/engagement-item/OCP. This website enabled community members to find information on the Official Community Plan update process, upcoming opportunities for participation, educational materials on the project, and a community survey.



2.1 INVOLVING THE COMMUNITY

Comprehensive community involvement was a key component of the development of the Official Community Plan and occurred over two key phases (Phases 2 – Visioning and Engagement and Phase 4 – Reporting Back to the Community).

2.1.1 Phase 2 - Visioning Engagement

This phase focused on understanding the community's vision for Taylor and included drafting a 20-year vision and guiding principles for Taylor based on the overall themes heard from the community. Many engagement opportunities were available to all community members to answer the following questions:

1. What do you like best about Taylor?
2. When picturing Taylor in 2040, what is one word or phrase that comes to mind?
3. What does quality of life mean to you?
4. What is one thing you would change about Taylor in the next 20 years?

In-person public and stakeholder engagement was conducted to gather input from the community on these questions and the Official Community Plan. A series of five pop-up engagement events were held and attended by a total of 84 community members at the following locations throughout Taylor:

- Community Open House (May 31st)
- Taylor Hill Climb (June 3rd)
- Lone Wolf Golf Course (June 6th)
- Grey Matters/Seniors (June 21st)
- Show N' Shine (June 30th)

In addition to the in-person engagement, an online engagement survey was prepared and hosted on the project website from May 31st to July 4th. It was designed to enable community members and stakeholders who were unable to attend an in-person engagement event to provide input and provide an additional opportunity for survey feedback. The online survey received a total of 71 responses.

The key priorities or themes that were identified by the community during this phase of engagement focused on:

- Preserving the small, quiet community feel.
- Desiring additional amenities, including a grocery store, small local shops and restaurants, and a medical clinic.
- Seeking improved transportation infrastructure such as an additional pedestrian crossing across Highway 97N (Alaska Highway), and additional streetlights and crosswalks in the community.
- Expanding recreational infrastructure in the community, such as a spray park, outdoor pool, more walking trails, and a dog park.
- Increasing the level of safety in the community, particularly with respect to traffic speeds on the highway and a greater police presence.
- Opportunities for increased social connections through additional community events spaces for gatherings.
- The survey also identified a community need for greater focus on:
    - Social well-being and culture,
    - Parks and recreation opportunities,
    - Economic development,
    - Emergency preparedness, and
    - Agriculture and local food systems.

2.1.2 Phase 4 – Draft Official Community Plan Engagement

An infographic was prepared that was made accessible to the community through a variety of platforms. This infographic highlighted the key areas that were changed within the Official Community Plan.

2.1.3 Summary of Stakeholders Involved

Throughout the engagement process for this Official Community Plan, many stakeholders were engaged in a variety of ways. Stakeholders engaged throughout this process included representatives from:

- District of Taylor residents;
- District of Taylor Council and staff;
- Provincial agencies and jurisdictions;
- Businesses and related organizations;
- Seniors organizations;
- Indigenous people; and
- Local interest groups.

As part of the requirements of the *Local Government Act,* the District of Taylor also consulted with a variety of government agencies and jurisdictions, including:

- Agricultural Land Commission;
- British Columbia Energy Regulator;
- British Columbia Hydro and Power Authority;
- Canadian National Rail;
- City of Fort St. John;
- Ministry of Agriculture and Food;
- Ministry of Energy, Mines and Low Carbon Innovation;
- Ministry of Environment and Climate Change Strategy;
- Ministry of Forests;
- Ministry of Housing;
- Ministry of Indigenous Relations and Reconciliation;
- Ministry of Municipal Affairs;
- Ministry of Transportation and Transit;
- Northern Health;
- Peace River Regional District;
- School District No. 60; and
- Treaty 8 Nations.

2.2 OUR VISION FOR TAYLOR IN 2040

A vision describes an ideal picture and guides goal setting, objectives and policies, and actions by providing context for understanding what is important to a community. A vision prioritizes issues, determines actionable steps and identifies indicators to measure progress. A vision also allows residents to look into the future, think creatively and ask themselves how they want their community to be in the years to come.

Through the feedback provided as part of the public engagement process undertaken throughout the Official Community Plan update process, the following vision for Taylor was developed:

Taylor is a thriving, friendly and welcoming multi-generational community that celebrates its small-town spirit, unique history and heritage, while enhancing its strong community bonds and quality of life.

By being able to provide a high level of amenities and activities, Taylor promotes economic growth, recreational participation and community involvement.

Taylor strives to be a highly desirable place to live, work and play, and aspires to become more socially, environmentally, culturally and economically diverse.

3.0 Community Context

3.1 HISTORY

Originally named Taylor Flats, the District of Taylor has been a part of the Peace Region for over 90 years. In 1912, Donald Herbert Taylor (Herbie Taylor), Charlotte Taylor, and their family were the first to settle on Taylor Flats.

For years, Herbie Taylor and Bob Barker argued over the name for Taylor Flats. When Herbie Taylor left for his traplines, Bob Barker would put up a sign reading “Barker Flats”, and when Bob Barker left, Herbie would put up his sign “Taylor Flats.” Finally, in 1923, a post office was opened at the Taylor’s farm and was officially named Taylor. For several years, Herbie Taylor operated the Government Ferry across the Peace River and held this post until 1935. The first road over the now Taylor Hill was made by Herbie Taylor, to haul hay down for his cattle.

Taylor was incorporated in 1958 as a Village and as the District of Taylor in 1989.

3.2 REGIONAL CONTEXT

The District of Taylor is a member community of the Peace River Regional District (PRRD), the largest regional district in British Columbia, located in the northeast of the province. Many residents choose to live in Taylor and commute to work in the surrounding areas, such as Fort St. John. The lower taxes, recreation opportunities and small-town feel were identified through the community engagement process on why people chose to live in Taylor compared to other areas. Taylor serves as an industrial economic hub for the region, employing a large percent of Taylor's labour force. Taylor is located south of Fort St. John on Highway 97N (Alaska Highway) and surrounded by Electoral Areas C, D and E of the PRRD.

3.3 CLIMATE

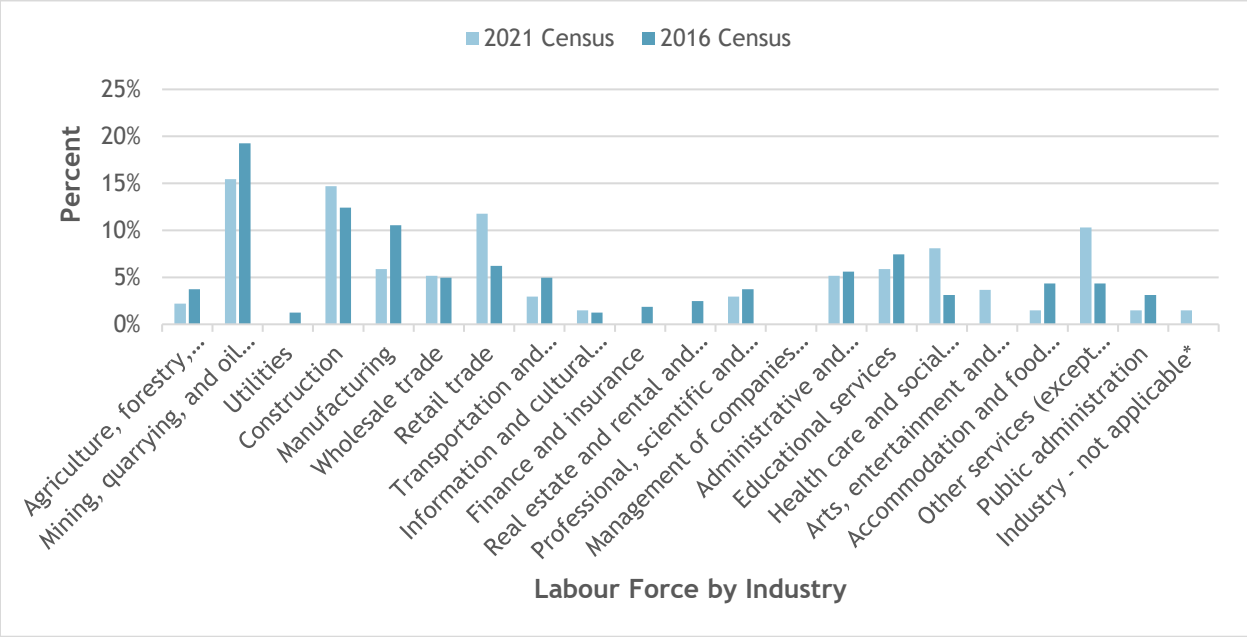
Located along the Peace River, Taylor has a northern, semiarid climate with short summers and cold winters. Taylor is situated on a microclimate, created by the Peace Valley hills and the Peace River. It produces more frost-free days than most of the Peace River region. The average high temperature in Taylor is 29°C and the average lowest temperature is -36°C. The average annual snowfall is 185 mm, and the average annual precipitation is 465 mm. Like the rest of the region, Taylor has long daylight hours in the summer, and short daylight hours in the winter.

3.4 LABOUR FORCE

The Official Community Plan has considered Taylor's Housing Needs Assessment, which was updated in 2024 with data from the 2021 Census (Statistics Canada) as well as BC Assessment data. The 2011 Census data has not been used in this plan. In 2011, Statistics Canada used the National Household Survey (NHS); this survey used a completely different question set when compared to previous Census surveys and those from 2016 onwards. The difference in the questions results in the 2011 Census data not being statistically valid for use and comparative purposes.

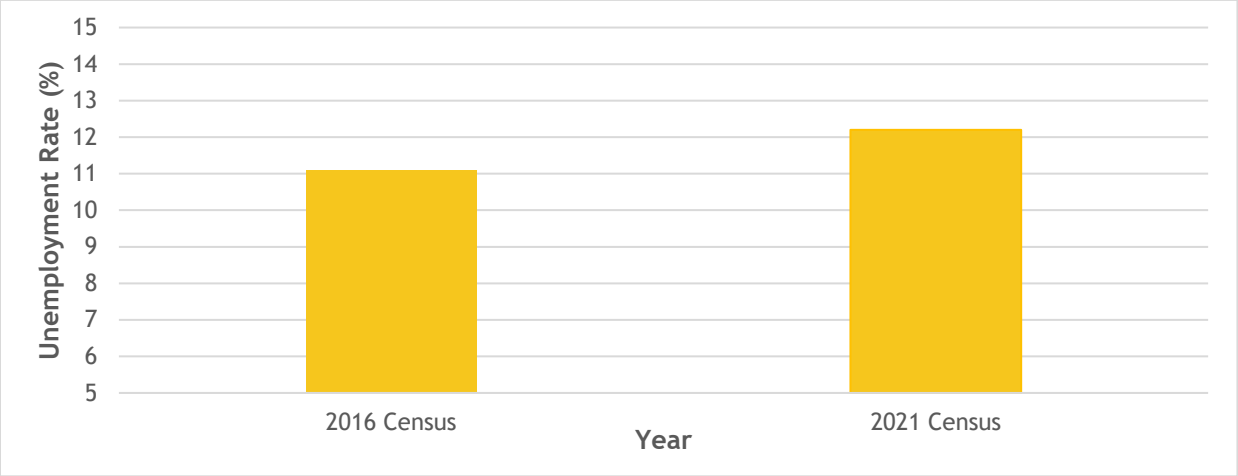
According to Statistics Canada, the sectors employing most of Taylor's residents are natural resource extraction, construction, retail, social assistance and health care services, and other services.

Figure 1: Labour Force of Taylor



In the 2016 Census, 11.1% was unemployed, rising to 12.2% in the 2021 Census. Given the timing of the Census this could reflect the Covid-19 pandemic, as well as the cyclical natural resource economy present in the community.

Figure 2: Unemployment Rate of Taylor



3.5 POPULATION

The 2021 Census indicates that the average age of Taylor residents is 36.3 years, as compared to the provincial average age of 43.1 years. Table 1 below illustrates that 11.4% of Taylor's total population is aged 65 and older, as compared to the provincial average of 22.7 %. The table also illustrates that 22.4% of Taylor's population is between the ages of 0 to 14 years, as compared with the 14.3% provincial average.

Table 1: 2021 Census – Age Characteristics

Age Group	Number of Residents	% of Population
0 - 14	295	22.3%
15 - 24	135	10.2%
25-44	425	32.2%
45- 64	315	23.9%
65+	150	11.4%

3.6 GROWTH PROJECTIONS

A population projection is a forecast of future population growth. The District of Taylor has witnessed a fluctuation in its population growth over the past 10+ years. As shown in Table 2 from BC Stats, Taylor's population grew each year from 2011 through 2019. From 2020 to 2022, Taylor saw a slight decline in annual population growth.

Table 2: Changing Population of Taylor

Year	Taylor Population	Year-to-Year % Change
2011	1422	-
2012	1461	2.7%
2013	1491	2.1%
2014	1515	1.6%
2015	1523	0.7%
2016	1542	1.0%
2017	1545	0.2%
2018	1553	0.5%
2019	1558	0.3%
2020	1557	-0.1%
2021	1556	-0.1%
2022	1553	-0.2%

Growth projections conducted by BC Stats indicate that the District of Taylor experienced an average rate of growth of 0.8% from 2011-2022. That time frame correlates to industrial growth in the community and more broadly, in the region. Growth slowed between 2016-2022, where Taylor experienced an average growth rate of 0.27%.

From the population trends that Taylor has seen, three growth rates have been established:

- **Scenario 1 – Low Growth:** a low growth rate of 0.25%
- **Scenario 2 – Medium Growth:** a medium growth rate of 0.75%
- **Scenario 3 – High Growth:** a high growth rate of 1.25%

While actual growth is difficult to predict and will fluctuate largely in response to economic conditions, immigration patterns, birth rate and quality of life indicators, Table 3 provide a snapshot of potential population impacts under these three growth scenarios.

Table 3: Taylor – Population Growth Projections

Year	Low Growth (0.25%)	Medium Growth (0.75%)	High Growth (1.25%)
2023	1,557	1,565	1,572
2025	1,565	1,588	1,600
2030	1,584	1,649	1,682
2035	1,604	1,711	1,767
2040	1,624	1,777	1,858

Based on the data presented above, Taylor could see population growth by 2040 increasing to approximately 1,624 (low growth) up to 1,858 (high growth).

3.7 20-YEAR HOUSING CAPACITY (HOUSING NEEDS ASSESSMENT)

As of 2023, with the implementation of Bill 44, *Housing Statutes (Residential Development) Amendment Act*, provincial legislation mandates that all municipalities address the core housing needs to include a 5-year and 20-year capacity within their communities within their Interim Housing Needs Assessments. The District of Taylor completed their Interim Housing Needs Assessment in November 2024, and it was sent to Council in December 2024. The data from the Interim Housing Needs Assessment 5-year and 20-year core housing needs capacity assessment is shown below.

As described by the Taylor Interim Housing Needs Assessment for 2024, core housing needs refers to households which have an unsuitable number of bedrooms for people living inside or is in an inadequate state of repair. Statistics Canada refers to core housing needs as households that are spending 30% or more of its before-tax income on shelter costs. In Taylor, it is reported that there are no homeowners or renters in a core housing need in 2021, however this could be due to data being suppressed and made unavailable. In 2016, 20% (20 households) of renters and 3% (15 households) of homeowners were experiencing core housing need.

The projected number of units from the District's Housing Needs Assessment should be treated as minimums and guidelines. The District of Taylor is not required to build the housing units, but they must ensure that the Official Community Plan and Zoning Bylaw accommodate the required housing needed and do not pose barriers to developing housing.

These units are distributed throughout six components that were developed by the Province's methodology for the Interim Housing Needs Assessments:

A. Extreme Core Housing Need
B. Persons Experiencing Homelessness
C. Suppressed Household Growth
D. Anticipated Growth
E. Rental Vacancy Rate Adjusted
F. Additional Local Demand

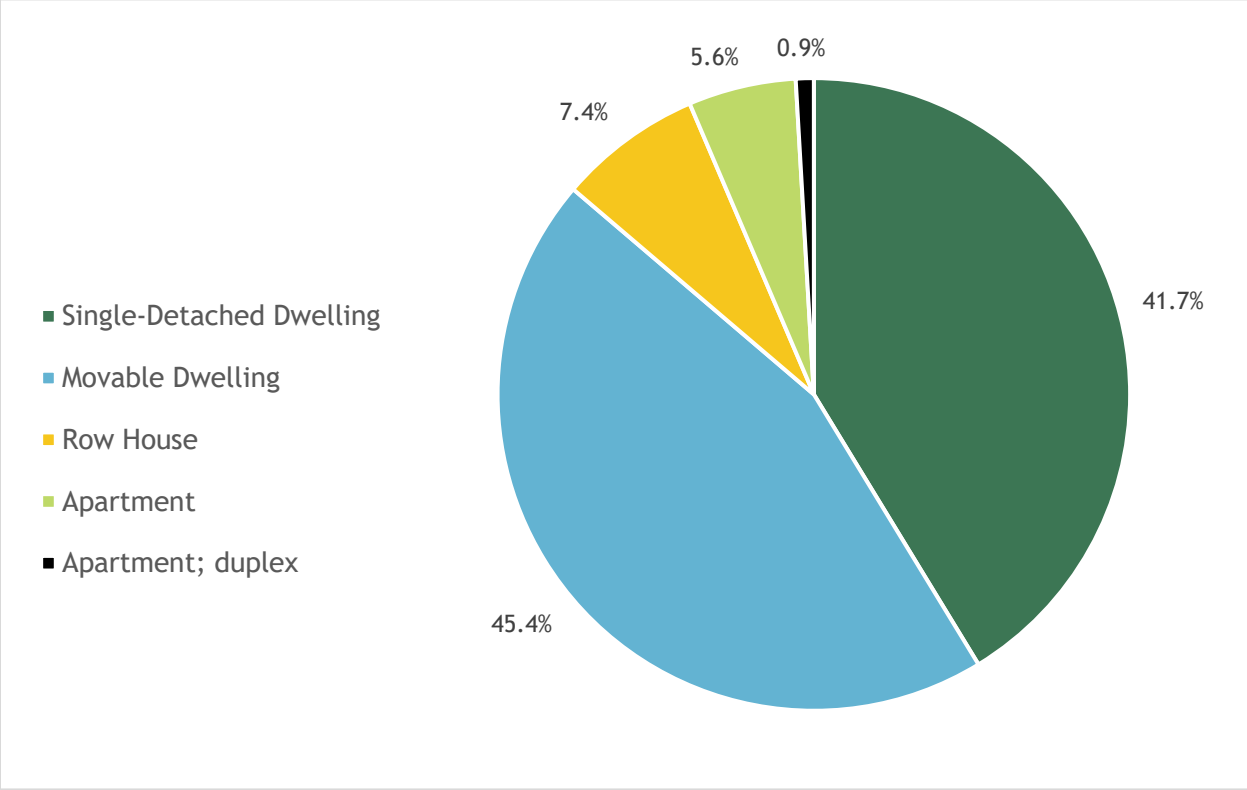
Each of the components above are planned to be addressed over the 20-year period of dwelling units being built within the community. Using the Housing Assessment Resource Tool, the units spread across the components should be distributed as such:

Component	5 Year Need	20 Year Need
A. Extreme Core Housing Need	1	6
B. Persons Experiencing Homelessness	4	7
C. Suppressed Household Formation	20	80
D. Anticipated Growth	17	65
E. Rental Vacancy Rate Adjustment	1	2
F. Additional Local Demand	28	113
Total New Units	71	273

3.8 HOUSING CHARACTERISTICS AND FUTURE NEEDS

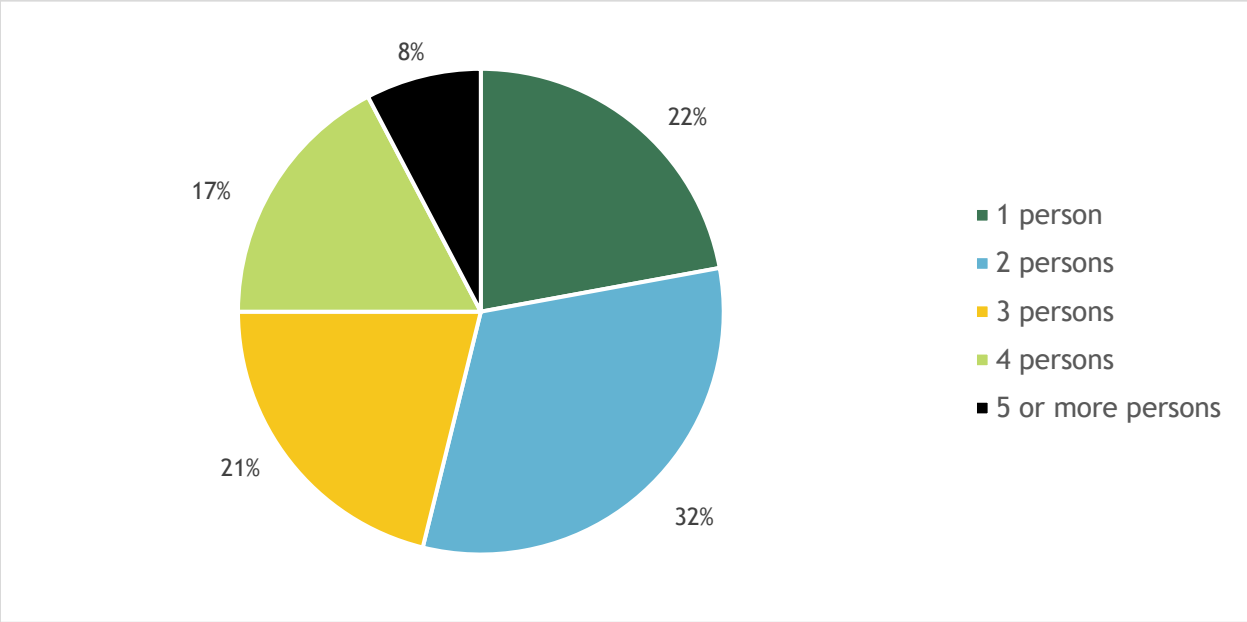
The 2021 Census data indicates that the average number of persons residing in Taylor households is 2.4 and that there are a total of 540 households. Figure 3 illustrates that almost half (45%) of the housing typology found in Taylor is a movable dwelling (mobile homes) and a further 41.7% are single-detached dwellings.

Figure 3: Taylor's Current Housing Typologies



When analysing private households by household size, Census 2021 data illustrate that 2 person households account for the largest proportion of households, at 32% (195 households), as shown in Figure 4 below. This is followed closely by 1 person households, which equates to 21% of the total households found in Taylor. Households with more than 2 persons comprise the remaining 78% (375 households), of which 38% are split between 3 and 4 person households (between 60 and 90 households) with the remaining 8% (35 households) containing 5 or more persons.

Figure 4: Private Households by Household Size



Based on the current average household size in Taylor and housing types from the 2021 Census, Taylor would require between 25-146 housing units to meet a 20-year demand based on the population projections as shown in Table 3. The table below identifies the number of new housing units needed in the community. Taylor can diversify the housing types as needs in the community evolve.

Table 4: Number of New Housing Needed for Future Populations

Year | (Population Projection)	Total Units	Single-Detached	Moveable Dwelling	Apartment	Row House	Duplex
2040 | (Low 0.25%)	25	10	11	1	2	0
2040 | (Medium 0.75%)	78	32	35	4	6	1
2040 | (High 1.25%)	146	60	66	8	11	1

In addition to the housing demand projections above, two scenarios were developed which accommodate future population growth based on a more diverse composition of dwelling types to accommodate different housing needs. It was identified through community engagement and the 2021 District of Taylor Housing Needs Assessment – and reaffirmed in the 2024 Housing Needs Assessment – that the community sought:

- More senior housing options;
- Increased diversity in rental opportunities; and
- Desire to see Jarvis Crescent developed.

While moveable dwellings have been a key component of the communities housing stock in the past, Taylor would like to see less reliance on moveable dwellings and a shift to a wider variety of housing types and densities in the future. The two scenarios provided below accommodate a wider range of housing types to try and meet the Taylor's desires and the District of Taylor Housing Needs Assessment policy recommendations:

- **Scenario 1:** 50% Single-Detached, 10% Movable Dwelling, 10% Apartment, 15% Row House and 15% Apartment or Flat in Duplex
- **Scenario 2:** 65% Single-Detached, 5% Movable Dwelling, 5% Apartment, 15% Row House and 10% Apartment or Flat in Duplex

These two scenarios have been applied to the low, medium and high growth rates of 0.25%, 0.75% and 1.25% respectively that were noted above, to determine the anticipated numbers of dwelling units by housing type required in Taylor to the year 2040. The results are presented in Table 5 below.

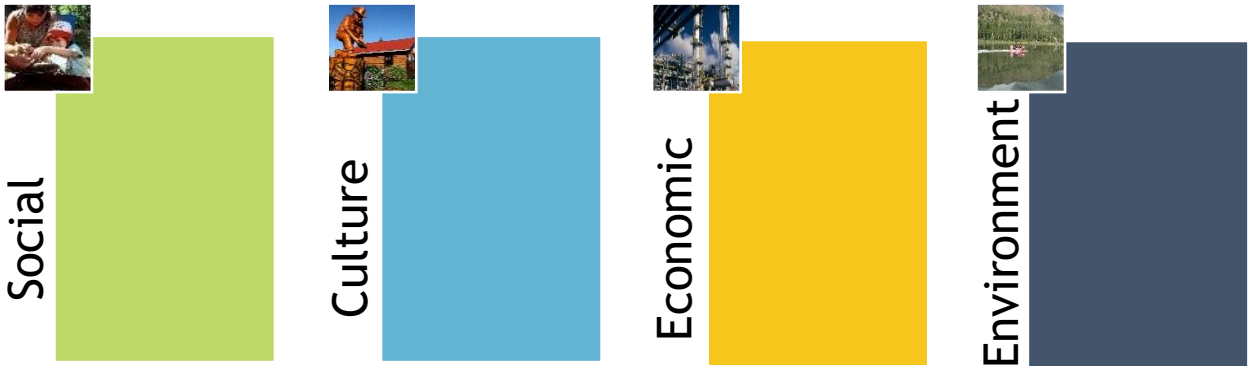
Table 5: Anticipated Housing Requirements to the Year 2040 by Scenario

Year | (Population Projection)	Housing Scenario	Single-Detached	Moveable Dwelling	Apartment	Row House	Duplex
2040 | (Low 0.25%)	1	12	2	2	4	4
	2	16	1	1	4	2
2040 | (Medium 0.75%)	1	39	8	8	12	12
	2	51	4	4	12	8
2040 | (High 1.25%)	1	73	15	15	22	22
	2	95	7	7	22	15

4.0 Community Development

As Taylor moves forward to 2040, there is a focus is to have a balanced integration and alignment of the following four pillars that affect the collective sustainability of a community.

While it is helpful to organize sustainability in terms of these four pillars of social, cultural, economic and environmental, it is the integration between them that will drive sustainable community development, highlight opportunities for innovation and reduce duplication of efforts. The key components of the four sustainability pillars are expanded and outlined below.



Social Equity	The social pillar considers health and safety, personal well-being, housing opportunities, education, sports and recreation services.
Cultural Vitality	The cultural pillar considers history, arts, heritage, special events and volunteerism.
Economic Health	The economic pillar considers industry, tourism, agriculture, economic development and employment / jobs.
Environmental Responsibility	The environmental pillar considers air, water, smart growth, wildlife, and protecting ecological systems.

4.1 LOCAL GOVERNMENT AND COMMUNITY PARTNERSHIPS

The formation of strong partnerships with neighbouring local governments in northeastern BC is vital for the long-term resiliency and sustainability of a community. Moving towards its vison for 2040, Taylor will strive to maintain and build new partnerships with its neighbouring communities.

OBJECTIVES

1. Form strong relationships and work collaboratively with the surrounding local governments for the mutual benefit of our residents.
2. Focus on highlighting partnerships with local community groups and entrepreneurs.
3. Empower and enable community groups and citizens to take on community development and program initiatives.

POLICIES

1. Continue to collaborate with neighbouring local governments on initiatives such as the Northeastern BC Collaborative Accessibility Plan and its implementation.
2. Facilitate the development of private-public partnerships to leverage diverse ways of funding projects, programs, and developments.
3. Consider creating more citizen working groups to enhance citizen participation and foster a greater sense of ownership in community projects and programs.

4.2 INDIGENOUS PEOPLES

On Treaty 8 lands within the traditional territory of the Dane-zaa, Taylor is home to both Indigenous and Métis populations. Taylor is committed to having a respectful, growing, and mutually beneficial relationship with our First Nations and Métis neighbours.

OBJECTIVES

1. Acknowledge and respect Indigenous communities and their role in our community's development and history.
2. Celebrate local Indigenous culture and history in the community.
3. Support awareness and recognition of Indigenous communities and the importance of recognizing their treaty rights.
4. Develop strong and mutually beneficial relationships with our Indigenous communities.

POLICIES

1. Share and honour Taylor's land acknowledgement.
2. Be proactive in initiating conversations with Treaty 8 First Nations to build and further relationships with our Indigenous neighbours and community members.
3. Actively promote the involvement of First Nations community members in public celebrations within the community.
4. Consider establishing a policy to guide how Taylor will seek early and ongoing input and collaboration with Treaty 8 First Nations on land use initiatives within the community.
5. Consider developing a framework and process for establishing Memorandums of Understanding with local First Nations.
6. Respond to the Truth and Reconciliation Commission's Calls to Action that reference municipal governments.
7. Consider Indigenous and historical names for new institutional facilities and civic infrastructure.

4.3 GROWTH MANAGEMENT

Growth and development are limited in Taylor due to steep slopes and lands in the Agricultural Land Reserve. As a result, only a small percentage of Taylor's land base is potentially developable. Growth in Taylor can be used as an opportunity to enhance core services (i.e. community core and recreational facilities) and adding to an already existing network of amenities such as trails, sidewalks, useable park space and green-space, available for residents and businesses.

The following identifies key areas where growth opportunities exist within Taylor, but almost all have constraints on them. The key growth areas are shown on Schedule B, with the corresponding numbers.

1. **Jarvis Crescent Subdivision:** This piece of land, on the west side of Highway 97N (Alaska Highway) is serviced and subdivided and is ready to accommodate new homes in the community. In addition, Taylor recently constructed a playground in this subdivision.

2. **Southwest of Lone Wolf Golf Course:** This area of land has seen some development but can accommodate more. In this area, residents would have easy access to trail networks around the golf course and pickleball courts. With its central location, this area could be ideally suited for multiple-unit development.

3. **Cherry Lane Estates:** This area is subdivided into 12 rural parcels designed for single-detached dwellings. The significant constraint in this area is that there is no access to community water and sewer services, and provision of these services will be the property owner's responsibility.

4. **Development reserve north of the Lone Wolf Golf Course:** This area is a highly desirable area for future residential development, it is located within the Agricultural Land Reserve. This area of land has been identified as a proposed area for development within Taylor since 2003, however development has not been permitted to occur here yet due to its location within the Agricultural Land Reserve.

During the engagement process for this Official Community Plan, Taylor residents indicated that the community must protect and foster the characteristics that make Taylor unique. The objectives and policies developed identify this, and that Council is committed to maintaining and fostering this uniqueness.

OBJECTIVES

1. Preserve the small town feel and character of our community while still encouraging growth.
2. Make efficient use of the limited land base found in Taylor.
3. Encourage infill development on vacant parcels in existing built areas and the redevelopment of brownfield lands in Taylor as a priority.
4. Direct growth around existing amenities and services to minimize municipal infrastructure costs for servicing growth and development.
5. Accommodate growth and development in a compact, cost-efficient, and land-efficient manner that minimizes the need for extending municipal infrastructure and services.
6. Ensure safe and appropriate development in proximity of steep hillsides.
7. Support thoughtful land use planning and minimize the use of energy and material resources.
8. Provide diverse housing options through infill, redevelopment, new development, and interconnectivity.
9. Ensure that there is sufficient land and resources for future growth, employment, and leisure needs.

POLICIES

1. Support the growth of a full range of mixed uses, including residential, commercial, and institutional uses in Taylor.
2. Promote development that creates a reduced ecological footprint by connecting the community through infill, density, and trails.
3. Encourage and promote infill development of residential areas, such as Jarvis Crescent, before expanding into greenfield areas without services.
4. Promote sensitive infill of existing residential parcels over new residential development on raw land with higher value housing stock.
5. Work toward enhancing physical linkages throughout the community through a network of trail corridors and through transportation alternatives and facilities.
6. Ensure developments and redevelopments provide amenities, trails and/or parkland that is complimentary to existing recreational infrastructure.
7. Areas subject to natural hazards or containing environmentally sensitive habitat will not be used to accommodate industrial, commercial, residential, or institutional growth.
8. Promote quality construction and high-energy efficiency and durability.

4.4 HOUSING

Housing is an integral part of a socially sustainable community, and the World Health Organization calls it a key social determinant of health. A range of housing types that can accommodate people of different ages, life stages, incomes and abilities is one of the fundamental elements of a healthy and inclusive community.

Local governments are responsible for ensuring a suitable supply of housing, in a range of types and locations, to meet community needs now and into the future. Communities accomplish this goal through the land use planning process by ensuring a supply of suitable land, the regulatory process, and through servicing and other activities. The ability of a community to accommodate the widest range of housing types within its boundaries goes a long way to giving existing and potential residents a choice in where they wish to live.

A larger population base will make it more feasible to provide a broader range of commercial and public services. This in turn will help to make Taylor more viable and sustainable for the long-term. Housing affordability makes Taylor a very desirable community to live in and is an affordable option to neighbouring Fort St. John. Well planned out community growth will also provide greater utilization of existing and future amenities while defining the community further as an independent entity.

What Is Affordable Housing?

The Canadian Mortgage and Housing Corporation (CMHC) considers housing to be affordable if a person or family is spending 30% or less of their monthly income on housing costs (this includes utilities, property taxes, etc). Typically, households who spend less than 30% of their gross incomes on housing have “affordable housing”. Households that do not have a choice and must spend 30% or more of their gross incomes for suitable, adequate housing are considered to be in “core housing need”.

A healthy community provides and plans for housing both in the present and future. Taylor recognizes that residential growth should facilitate the needs of the local workforce and residents. Housing objectives and policies create strong direction for increasing housing choice and planning for an inclusive community with diverse lifestyles and housing needs.

What is Adaptable Housing?

The new 2024 BC Building Code has been updated to make sure that new buildings are more accessible for all people. Adaptable housing is a part of the Official Community Plan update, increasing policy support for additional accessible housing options. Adaptable housing allows people to stay in their homes through injury, sickness or aging, provides accessible housing options for those living with disabilities, and minimizes retrofitting costs. Adaptable housing features typically include wider doorways, reinforcement of bathroom walls to allow for future installation of grab bars, switches and other controls at accessible heights, and manoeuvring space in hallways, bedrooms, living space and bathrooms.

Taylor Housing Needs Assessment

In 2019, the Province of BC introduced changes to the *Local Government Act*, Part 14, Division 22, requiring municipalities and regional districts to complete Housing Needs Reports to understand current and future housing needs and use the findings to inform local plans and policies. The District of Taylor completed their initial Housing Needs Assessment in 2021.

In late 2023, the government again introduced legislative changes to the *Local Government Act* through Bill 44, requiring local governments to implement a variety of initiatives to expedite the approval process related to housing and facilitate increased densities to get more homes to people of all demographics and life stages. Each local government was required to complete an Interim Housing Needs Reports by January 1, 2025, a fulsome Housing Needs Reports must then be completed by December 31, 2028, and every five years thereafter. In addition, Official Community Plans and Zoning Bylaws must be reviewed and updated by December 31, 2025. The guidance and policies from the 2021 and 2024 Housing Needs Assessments and recent government direction have been incorporated into the policies in this Official Community Plan.

OBJECTIVES

1. Ensure a diversity of housing stock is provided so that residents can remain in the community as their lifestyles and income levels change.
2. Continue to provide an affordable housing alternative to neighbouring Fort St. John.
3. Ensure pedestrian-friendly residential development that reflects the unique small-town character of Taylor.
4. Ensure new buildings and developments are of high quality, well-designed, and with attractive streetscapes, landscaping, and other amenities.
5. Encourage affordable housing as part of any new developments and protect affordable housing in the existing housing supply.
6. Explore the feasibility of building to a higher Step Code level and/or passive house standard.

POLICIES

General

1. Encourage and promote the development of Jarvis Crescent.
2. Provide a space for the development of larger-lot residential development and home-based businesses in the community.
3. Continue supporting the development of secondary suites or accessory dwelling units as an affordable housing option on parcels with single-detached residential units.
4. Partner with major industries, developers, and other agencies to facilitate the development of new permanent housing to encourage new workers, particularly families, to settle in Taylor on a permanent basis.
5. Encourage and support the retrofitting of existing housing stock.
6. All residential units are encouraged to be within walking distance to four of the following essential services:
    a. Post office
    b. Library
    c. School
    d. Park/open space/trail
    e. Future grocery store
    f. Future transit stop
7. Support the creation of an Adaptable Housing Policy.
8. Promote the development of a diverse housing stock capable of meeting the needs of the various age groups, abilities, lifestyles, family types and income groups.
9. Ensure the District's Housing Needs Assessment is regularly updated to enable the District to remain apprised of the housing needs and trends in the community.
10. To maintain and strengthen community sense and livable space that offers a mixture and affordability of housing options/types for all demographics and life stages.

Affordable Housing and Accessible Housing

1. Encourage the development of a range of affordable housing for people with special needs at locations near community services / amenities.
2. Ensure that all multi-unit and affordable housing units proposed contain a diversified mix of sizes (varied floor space for family, single, disabled persons, etc.).
3. Seek partnerships with BC Housing, CMHC, Indigenous communities, industry, and the private sector to create affordable housing / special needs housing developments.
4. Encourage the development of supportive housing and care for elders and persons requiring moderate supportive housing.
5. Seek out grant funding opportunities to increase affordable housing options in the community.
6. Identify potential sites for affordable rental and / or senior housing.
7. Collaborate with institutional partners (e.g. churches and non-profits) to assess opportunities for redevelopment for affordable and accessible housing.
8. Educate the public about the need for a range of housing types and tenures to accommodate households with differing needs and resources.
9. Create, adopt, and regularly update an affordable housing strategy that proactively examines the tools and mechanisms to facilitate affordable housing.
10. Consider developing a policy that requires a percentage of affordable units in larger multi-unit developments.
11. Encourage a percentage of all new residential developments to be built to accommodate accessibility needs.
12. Promote the development of accessible and adaptable units that are specifically designed for those with physical constraints and mobility limitations.

Aging in Place

1. Encourage both market and non-market, age-friendly housing options for seniors to allow residents to age in place within Taylor.
2. Ensure accessibility and universal design features are an important aspect of housing that facilitates aging in place.
3. Initiate discussions with the provincial government and social agencies regarding the development of new affordable seniors housing to accommodate current and future community needs.

4.5 CREATING AN AGE-FRIENDLY AND ACCESSIBLE TAYLOR

Taylor received funding in 2023 from the BC Healthy Communities Age-Friendly Community Grant to undertake an Age-Friendly Community Analysis. From that analysis and the Northeastern BC Collaborative Accessibility Plan that was developed in 2023, the following objectives and policies were developed for Taylor.

OBJECTIVES

1. Improve accessibility in public spaces, transportation systems, and housing, ensuring that residents can navigate their community safely and independently in all seasons.
2. Encourage the development and implementation of programs and activities that foster social connections and meaningful participation for seniors.
3. Consider strategies to support seniors in remaining in their homes and in Taylor as they age, including access to affordable housing options, home modifications, and community-based health support services.
4. Improve communication channels and resources to ensure easy community access to information utilizing plain language, diverse formats, and accessible platforms to reach a broad audience.

POLICIES

1. Advocate to relevant agencies and stakeholders for increased health and social services for all community members.
2. Partner and collaborate with the province, local governments, and agencies to improve transportation options within and outside Taylor.
3. Explore developing public facing communication materials with larger fonts and accessible color schemes.
4. Seek opportunities to reduce barriers to those with mobility challenges through the design of transportation infrastructure, such as sidewalk curves, intersections, and parking lots.
5. Explore developing a broader range of age-appropriate recreation and leisure services.
6. Explore tax exemptions for non-profit and private sector affordable housing and share with those groups.
7. Enhance senior participation in the development and implementation of programs, policies, and plans that address the needs of seniors in the community.
8. Support the creation of a senior's committee that includes a variety of stakeholders to advise Taylor how to best promote and enhance age-friendly and universal design and provide input on other topics of interest to seniors and accessibility.
9. Ensure public notices are included on various news boards in community facilities that seniors frequent (e.g. Community Hall, churches).

10. Create a "Senior's Portal" that is a central information source for all seniors related news and announcements and includes a directory of senior-related services.
11. Engage seniors in winter maintenance planning (e.g. identifying icy and slippery areas for extra maintenance).
12. Consider hosting an annual event to celebrate National Seniors Day (October 1).
13. Encourage diversified housing options within the Jarvis Cresent Subdivision.

4.6 ECONOMIC DEVELOPMENT

Economic opportunities in Taylor are primarily focused on the energy sector (natural gas extraction), but also include forestry, aggregate extraction and agriculture. While some commercial amenities exist, such as a gas station, restaurant, pub, and golf club, much of the community's shopping occurs in Fort St. John.

Having more services available within Taylor would localize spending and diversify the commercial base, benefitting the community from a greater level of local commercial activity. Taylor is actively promoting opportunities for commercial services, including a grocery store, but there also needs to be an increased level of entrepreneurship in the community.

While Taylor's growth has previously been largely dependent on the resource industry, looking forward Taylor seeks to be a desirable residential community with a range of commercial services that is complimented and supported by industrial development.

OBJECTIVES

1. Position Taylor as a highly desirable residential community.
2. Encourage economic development and the creation of local employment opportunities.
3. Diversify the local economy to provide residents with additional retail and commercial services to reduce the reliance on other municipalities for amenities.
4. Explore and encourage economic diversification options for increased commercial and tourism related services within the community and surrounding areas.
5. Encourage and support the retention and growth of existing businesses in Taylor.
6. Encourage entrepreneurship in the community to support commercial growth that meets the needs of both residents and visitors.
7. Enhance tourism as an economic driver in the community.
8. Accommodate new economic development while maintaining the existing community character and charm of Taylor.
9. Encourage the retention of industry and resource-based businesses in the community.
10. Work with other jurisdictions and agencies to strengthen the regional economy.
11. Ensure access to affordable, fresh, and healthy food for the community.
12. Collaborate with partners to develop a secure and sustainable local food system for Taylor.

POLICIES

General

1. Recognize that addressing social issues such as new housing and improved access to healthcare are fundamental to continued economic development within the District.
2. Work to attract increased commercial activity and create a commercial hub in Taylor.
3. Promote the diversification of the local economy to ensure Taylor remains a resilient community over the long-term.
4. Actively promote opportunities to attract businesses and new residents to the community.
5. Support local businesses and purchase products that are made or grown in the region.
6. Support a balanced local economy by encouraging opportunities to provide a mix of retail, service, and industrial uses.
7. Encourage sustainable production and consumption of goods by supporting businesses that contribute to a circular economy in Taylor.
8. Support development of vacant lots in the downtown area.
9. Initiate a Taylor-led program to encourage and support seasonal initiatives to animate vacant lots in the downtown area.
10. Consider developing an investment-ready profile directed towards attracting Indigenous investment, including business development and land acquisition, in Taylor.
11. Work to ensure there is an adequate and appropriate supply of investment-ready employment lands in Taylor.
12. Continue to collaborate with other communities and organizations such as Fort St. John and Dawson Creek, local First Nations, Northern Development Initiative Trust, South Peace Mackenzie Trust, Community Futures Peace-Liard, and others to promote regional economic development.
13. Explore hiring an economic development officer.
14. Review home based business regulations in the Zoning Bylaw to support self-employment and allow entrepreneurs to operate their businesses while compatibly co-existing with their residential neighbours.
15. Work to expand and diversify Taylor's economy to offer high-paying and quality jobs.
16. Support housing initiatives that facilitate worker relocation and retention.

Industry Coordination

1. Work with local resource industries to develop an understanding of what their commercial and service needs are.
2. Encourage large employers in the community to construct and provide employee housing.
3. Create information packages that are provided to prospective entrepreneurs to help them develop a business case for new commercial opportunities within Taylor.
4. Work with Northern Lights College, School District No. 60, and local industries to develop training programs to ensure that residents are adequately prepared to take advantage of jobs in the trades and service industries.
5. Participate in regional economic development initiatives.

Tourism

1. Explore the development of a Tourism Strategy to enhance and promote Taylor's tourism industry.
2. Continue marketing and promoting Taylor to increase visitation to the community.
3. Develop iconic/signature tourism assets to support the regional tourism sector.
4. Build relationships with regional Visitor Centres, Northeastern British Columbia Tourism Association, Destination British Columbia, other tourism organizations and stakeholders of larger, neighbouring communities and regions to promote the Peace region.
5. Seek opportunities to extend the season of Taylor's tourism amenities.

Agriculture and Local Food Production

1. Encourage the expansion of the agriculture industry by protecting high quality agricultural land and collaborating with local farmers to better understand how they can promote the development of the agricultural economy.
2. Support the development of local food production within Taylor and encourage and support the development of a farmer's market.
3. Explore economic development opportunities in agriculture and food-related industries to locate in Taylor.
4. Support the continued development of local food opportunities by developing community gardens, encouraging backyard gardens, and working with local restaurants to source food locally where possible.
5. Develop an educational program to promote awareness around food production and health.
6. Explore with the community the opportunity for a food rescue operation that sees unwanted/unused food go to those who need it.

4.7 MUNICIPAL INFRASTRUCTURE, FACILITIES AND SERVICES

Municipal infrastructure such as potable water, sanitary sewer, roads, sidewalks, streetlights and solid waste are essential elements of a community's physical fabric, supporting public health, environmental sustainability and economic growth. To be sustainable over the long-term, these infrastructure systems must be efficient and durable, while creating minimal impacts on the environment. Municipal facilities and services also greatly enhance the quality of life for residents. Any enhancement and/or expansion to infrastructure, facilities or services should consider all users and cost recovery mechanisms.

OBJECTIVES

1. Continue to acknowledge and plan for the replacement of infrastructure assets while ensuring that future infrastructure needs are planned and paid for by those who need it.
2. Continue to provide well-maintained community infrastructure and facilities to meet the needs of current and future generations.
3. Continue providing high level and quality infrastructure, facilities, and services.
4. Consider the impacts of climate change on long-term infrastructure planning and regulation, by developing both adaptation strategies and carbon neutral plans.
5. Ensure that all users have access to an adequate supply of high quality, safe, sustainable, and reliable water, sanitary sewer, storm drainage, transportation, and solid waste management services in an efficient and economically feasible manner.
6. Continue to educate the community on emergency and protective services within Taylor.
7. Ensure an adequate level of street lighting is provided in all urban areas to maintain public safety and convenience.
8. Encourage new subdivision developments to provide energy efficient lighting systems.

POLICIES

General

1. Encourage the use of sustainable servicing practices, green infrastructure, and energy and resource recovery.
2. Encourage development central to existing infrastructure systems.
3. Support and implement public education and consultation opportunities to gain support of changes to land use planning and site design practices to ensure positive infrastructure impacts.
4. Continue to develop, update and implement Taylor's Asset Management Program to ensure resources are allocated and aging infrastructure is replaced in an efficient and logical manner.
5. Require all new developments to be connected to the community water and sanitary sewer systems where available and permit the construction of extensions only when required to meet demand and financed by the developer.
6. Encourage the retrofitting of water consuming appliances by providing incentives for reducing water, thereby reducing sanitary sewage treatment requirements.
7. Consider energy consumption and greenhouse gas emissions in municipal maintenance and operations and in the purchase of municipal equipment, vehicles, and tools.
8. Coordinate the development of new infrastructure to the heavy industrial area when required.
9. Ensure that any expansion to municipal infrastructure takes into consideration life-cycle costs and that these costs are incorporated in any cost recovery system.
10. Ensure new municipal infrastructure such as sidewalks, road crossings and municipal buildings, are designed with accessibility in mind.

Water

1. Update Taylor's water conservation plan.
2. Develop a public education program to inform the community on where their water comes from, water conservation, and source water protection.
3. Monitor potable water quality through water sampling with Northern Health.
4. Work with the PRRD, neighboring municipalities, senior governments, industry, and local stakeholders to reduce contamination entering local watercourses and aquatic environments.
5. Maintain non-potable water irrigation system to the golf course to minimize impacts on potable water system and source water aquifer.
6. Review opportunities to develop non-potable water systems with alternative water sources.

Sanitary Sewer

1. Reduce waste volume through water conservation.
2. Continue to educate the public on what acceptable solids and liquids can enter the sanitary sewer collection system and culminate in treatment at the wastewater treatment plant.
3. Permit construction of mainline extensions only when required to meet the demonstrated demand and financed by the developer servicing the new development.
4. Prevent surface water/ground water infiltration into the sanitary sewer collection system which would culminate at the wastewater treatment plant.
5. Upgrade lift stations as required to maintain or improve service levels and reduce overflows to the environment.

Storm Water

1. Maintain and improve the ditch drainage systems within the District to service existing and future developments.
2. Continue to manage stormwater through the ditch drainage systems with the District.
3. Review stormwater management and discharge infrastructure to minimize impacts to the natural environment.

Solid Waste

1. Actively support and collaborate with the PRRD in implementing the recently updated Regional Solid Waste Management Plan and initiatives to increase waste diversion practices.
2. Support and/or expand existing solid waste programs and services, including education and awareness-building.
3. Promote recycling, composting and other waste reduction strategies in the community.

Facilities and Services

1. Reduce water use, stormwater runoff and waste generation in municipal operations and look for opportunities to expand water reuse options.
2. Ensure the continued high-level provision of emergency and protective services, such as fire protection and bylaw enforcement.
3. Maintain and develop partnerships with neighbouring local governments, senior governments, Indigenous communities, public agencies, service providers and community organizations for the efficient and effective coordination of emergency preparedness efforts.
4. Complete best use studies of acquired and existing assets to ensure their efficient use.
5. Review the lifespan and efficiency of municipal facilities such as the fire hall and District hall and consider replacement or upgrade plans.

4.8 TRANSPORTATION AND MOBILITY

Sustainable transportation systems are those which, for example, aim to reduce emissions, fossil fuel consumption, and the consumption of agricultural land, park land and wildlife habitat. Most fundamentally, this means an emphasis on reducing the role of the private automobile as the prime mode of transportation and shifting travel toward other sustainable modes such as public transportation, ridesharing, cycling and walking.

Highway 97N (Alaska Highway) bisects the community and is the major service corridor for the region, linking Northern BC to the south. This controlled access highway manages motorized and non-motorized transportation modes, as well as both very large and very small-scale users, including heavy resource truck traffic, local traffic, cyclists and pedestrians. Many residents of Taylor must cross Highway 97N (Alaska Highway) to get to their destination, both inside and outside of the community. Thus, transportation considerations are a vital part of the overall planning process, and it is important that transportation and land use planning decisions are coordinated to minimize disruption, while promoting convenient and safe forms of transportation.

Taylor is also serviced by other transportation facilities. Rail and numerous utility and resource rights-of-way traverse through the municipality, while the North Peace Regional Airport is located approximately 8 km to the north, adjacent to the City of Fort St. John.

The way residents move around Taylor also has important consequences for the social well-being, environmental health, and economic prosperity of the community. Non-vehicular transportation provides basic mobility, affordable transport, access to motorized modes, physical fitness and enjoyment. Consideration must be given to building a safe non-vehicular network throughout Taylor. During the engagement process for the Official Community Plan, Taylor residents indicated that most residents shopped and travelled outside of Taylor for professional services, but residents played (i.e. golfed, fished, boat and camp) in Taylor. The Official Community Plan strives to safely and efficiently balance the transportation needs of the different modes of transportation within the community.

OBJECTIVES

1. Support the facilitation of a safe and efficient road network plan serving the ongoing needs of Taylor, by partnering with the Ministry of Transportation and Transit to develop a Major Street and Highway Network Plan.
2. Establish safe and suitable pedestrian linkages between neighbourhoods located on either side of Highway 97N (Alaska Highway).
3. Ensure the Highway 97N (Alaska Highway) corridor that traverses through Taylor is attractive, welcoming, and safe for motorized and non-motorized users, through improved lighting, signalized pedestrian crossings and reduced speeds.

4. Improve the safety of non-motorized forms of travel within the community and on a regional scale.
5. Support the provision of safe and accessible multi-modal transportation routes.
6. Support the provision of public transportation options within the community and developing a community transportation system.
7. Explore options for a future by-pass route through Taylor.
8. Reduce greenhouse gas emissions related to transport of goods and services and personal transportation.

POLICIES

1. Collaborate with the province to strengthen public safety by exploring increasing accessible pedestrian and bicycle routes across Highway 97N (Alaska Highway).
2. Continue to engage with the Ministry of Transportation and Transit, Canadian National Railway, and local businesses to update and implement infrastructure solutions that address access management, regional mobility, and highway safety concerns.
3. Continue advocating to the provincial government for the improvement of the Taylor Bridge.
4. Continue to review access requirements for emergency vehicles in new developments or redevelopment projects.
5. Undertake a Transportation Planning exercise that encompasses both motorized and non-motorized traffic and develops a multi-modal transportation system for the community.
6. Explore becoming a “Golf Cart” community to provide another form of transportation within Taylor.
7. Develop an Active Transportation Strategy that satisfies both transportation and recreation demand by creating a multi-layered active transportation network of roadways and trails, and supporting programs and services that facilitate sustainable, safe, and healthy transportation.
8. Prioritize the construction and upgrading of sidewalks and links to non-motorized trails, when upgrading major roadways within the municipality.
9. Promote walkability and alternative forms of transportation within the community, by expanding pedestrian infrastructure, and including pedestrian access to and within the commercial areas.
10. Investigate sources of funding for transportation infrastructure projects.
11. Support the North Peace Regional Airport as a major transportation link for northeastern BC.

4.9 ENVIRONMENTAL SUSTAINABILITY AND CLIMATE CHANGE ADAPTATION

Environmental sustainability involves making decisions and taking action that are in the interest of protecting the natural world, with particular emphasis on preserving the capability of the environment to support life. Environmental sustainability is achieved through informed resource management, ensuring the long-term health of our ecosystems that support Taylor's culture, values and economy.

Climate change is resulting in impacts on our communities on an ever-increasing scale, both in terms of frequency and intensity of weather-related events. These impacts include increased temperature fluctuations, greater instances of extreme weather events such as floods, droughts and fires, and changes in seasonal precipitation patterns. Climate change can have significant implications on a community, including property and infrastructure damage, degradation of natural ecosystems, changes to local agricultural production, and community health and well-being. Everyone has a responsibility to minimize the community's contribution to climate change, and climate change mitigation and adaptation speaks to both proactively planning and reactively responding to the impacts of climate change that are being experienced on a more frequent basis.

OBJECTIVES

1. Preserve and enhance parks, open spaces, and natural areas for environmental, aesthetic, recreational and economic values.
2. Protect the Peace River for future generations and recognize the vital role it plays within the region and as a water source.
3. Encourage and facilitate growth in a manner that respects the surrounding natural environment.
4. Reduce the reliance on non-renewable energy.
5. Achieve a high-level of awareness, understanding and support of environmental sustainability, energy management practices, and climate mitigation and adaptation initiatives.
6. Pursue climate change mitigation and adaptation policies, plans, and measures to ensure long-term decisions are congruent to climate change trends and patterns.

POLICIES

Energy and Emissions

1. Support, and consider developing, a community energy plan including an energy literacy program to educate citizens on the importance of energy management for all aspects of the community's well-being.
2. Reduce total community emissions by 16% in 2025 when compared to 2007 levels and 40% by 2030 to align with provincial climate change targets.
3. Develop an energy efficiency building policy for new municipal buildings and the retrofitting of existing facilities.
4. Work with provincial and regulatory agencies and all users (residential, industrial, commercial, recreational, and agricultural) to encourage alternative energy, waste disposal and water conservation systems.
5. Explore, in partnership with the major industrial plants, the feasibility of using waste heat to develop a future district energy system.
6. Coordinate with neighbouring municipalities to train building inspectors and operational staff in alternative energy technologies.
7. Reduce corporate energy requirements associated with the provision of water and wastewater infrastructure, as well as municipal fleet and facilities.
8. Use LED technology and/or solar powered lights for future lighting requirements (street, signage, or crosswalks).
9. Monitor and reduce corporate energy consumption relative to population growth.
10. Review opportunities for renewable energy generation within the community including supporting residential deployment.

Conservation and Stewardship

1. Recognize and support the continued protection of our water supply and acknowledge that all users be accountable for use.
2. Seek out funding opportunities and partnerships to regenerate brownfield sites in the community.
3. Require native landscaping (trees, shrubs, and plants) in all new subdivisions, developments, and redevelopments at time of development application.
4. Develop natural solutions that support ecological responsibility using features such as native tree planting, landscaped boulevards, green spaces, and general landscaping.
5. Enhance environmentally based community initiatives such as community composting and community gardens for community enjoyment.

6. Ensure buffer zones are maintained and developed between park areas and adjacent agricultural, residential, commercial, and industrial land uses.
7. Protect natural areas within and between developed areas for both their environmental and aesthetic features.

Climate Change Adaption and Resilience

1. Collaborate with regional and senior governments, public agencies, community organizations, Indigenous communities, businesses, and individuals for the coordination of climate resilience planning, policies, and initiatives.
2. Consider future climate change impacts and adaptive responses in long-term planning and development decisions.
3. Utilize green spaces and natural vegetation to contribute to the reduction of greenhouse gases.
4. Develop a climate vulnerability and resiliency assessment to provide direction for climate change mitigation and adaptation planning.
5. Provide education and resources to the community to support climate change preparedness and response.
6. Seek grant funding opportunities to facilitate Taylor's ability to be prepared for emergencies resulting from climate change.
7. Identify potential municipal facilities for the establishment of cooling centres in the event of extreme heat and warming centres during extreme cold.

4.10 SOCIAL HEALTH AND WELLBEING

The social health and wellbeing of a community is key component to its long-term sustainability. The District of Taylor needs to ensure that an appropriate range of facilities and services are available within the community to provide key social services to support a vibrant community. As a socially sustainable community there must be the ability to maintain and build on its own resources and have the resiliency to prevent and/or address problems in the future. Investing in health and wellness is important to the environmental, economic, social prosperity and livelihood of our families and community. Access to health and social services, including health care, childcare, education and poverty supports, many of which are provided by other levels of government and social organizations, is vital. Education opportunities, the promotion of healthy lifestyles and social activities also need to be available to residents to ensure a high quality of life.

OBJECTIVES

1. Support and build upon community-based special events and recognize that these events play a large part in creating a sense of community.
2. Continue to build an inclusive, healthy community, where people feel connected and have the opportunities, supports and tools to thrive.
3. Support social and non-profit organizations that provide critical services to Taylor, such as housing and community living.
4. Utilize Taylor's recreation assets and expand on key events such as hockey, golf, baseball, and pickleball tournaments.
5. Provide opportunities for citizens to contribute positively to the community through volunteering.
6. Ensure that programming within the community remains affordable and accessible to all residents of all ages and abilities.
7. Recognize Taylor as a community that supports artistic and cultural endeavors.
8. Continue to foster the development of a community that is safe, diverse, and inclusive and where social interaction, physical activity, and sense of place are actively promoted and supported.
9. Promote spaces for healthcare services to be established for the community.

POLICIES

Community Safety and Emergency and Protective Services

1. Support integrated planning and coordination of a continuum of services and care that involve participation and cooperation of all agencies and interests within the community such as the Taylor Industrial Mutual Aid Group.
2. Encourage the involvement of residents in community-based safety and prevention programs related to fire, crime, traffic, emergency preparedness, and community design.
3. Continue to advocate for fire, police, ambulance, health, and emergency response services to keep pace with growth in the Taylor community.
4. Consider the ability of emergency and protective services to access new properties in a timely and efficient manner when planning new development.
5. Promote a healthy corresponding built environment (housing, roads, and pathways) to increase the opportunities for residents and visitors to make healthy lifestyle choices and partake in active living.
6. Collaborate with School District No. 60 to provide safe routes to school, including walking and cycling options.
7. Advocate for higher levels of service from the RCMP.

Childcare, Education and Learning

1. Accommodate childcare facilities on suitable parcels as standalone or accessory uses in response to community needs and in locations that are conveniently located nearby or adjacent to parks and playgrounds.
2. Review policies and bylaws to eliminate barriers to the provision of childcare services.
3. Work with local organizations such as the North Peace Child Care Resource and Referral to encourage the provision of affordable, high-quality childcare in Taylor and advocate for local childcare needs to the provincial and federal governments.
4. Encourage innovative solutions that address the need for affordable, high-quality childcare.
5. Support and encourage the continued broad use of Taylor Elementary School facilities.
6. Work with local industries to ensure that residents are informed of training and employment opportunities.
7. Foster mutually beneficial partnership opportunities with regional post-secondary education facilities such as Northern Lights College and University of Northern British Columbia.
8. Advocate and encourage services and facilities that meet the needs Taylor's youth population.
9. Consider alternative civic engagement opportunities such as a youth committee of Council, the use of social media, and non-traditional public engagement methods, to promote youth participation in important decision-making processes.

Community Involvement and Networks

1. Encourage effective public participation processes and service delivery.
2. Support School District No. 60 and the faith community in allowing citizens access to their facilities for community use.
3. Recognize and support the important contributions of volunteers and non-profit groups and agencies which bring significant value to the community.
4. Maintain and improve library services for residents.

Health and Wellness

1. Promote a healthy corresponding built environment (housing, roads, and trail networks) to increase the opportunities for residents and visitors to make healthy lifestyle choices.
2. Encourage the social and physical environments where residents live, learn, and play to be more supportive of active living.
3. Support partnerships with groups and organizations to ensure residents have access to active living opportunities and healthy food in the community.
4. Recognize community initiatives, service providers and individuals that make a difference to community wellness.
5. Provide physical and social environments that encourage safe and enjoyable activities for all residents.
6. Promote alternative transportation methods to encourage active living.
7. Liaise with Northern Health and social service providers to investigate opportunities to improve program coordination and to enable agencies to meet on a regular basis to continue co-operation and collaboration regarding community health and wellness.
8. Work with the provincial government and other agencies and stakeholders to ensure social service needs are met in the future and with new population growth.

4.11 ARTS, CULTURE AND HERITAGE

The diverse arts, culture and heritage elements of a community, both tangible and intangible, are avenues through which many socio-economic and environmental dimensions of a community are embodied. Such key elements in the community can also be used as anchors and focus points for policy and planning efforts to ensure arts, culture and heritage resources are integrated as a component of a community's sustainability.

OBJECTIVES

1. Encourage a wide variety of opportunities for people to interact and support community diversity, arts, and culture.
2. Continue to promote Taylor's unique cultural identity by honoring and supporting history, celebrating community diversity, and promoting existing traditions and celebrations and a dynamic arts and cultural community.
3. Promote and enhance arts and culturally based programming in the community.

POLICIES

1. Support the historical significance of the Highway 97N (Alaska Highway).
2. Recognize heritage, cultural and historical sites in cooperation with the appropriate committees, societies, organizations, and provincial agencies.
3. Support the enhancement, marketing, and promotion of the Taylor Heritage Walking Tour.
4. Work with and support regional partners such as the North Peace Historical Society, Peace Crossing Historical Society and the Fort St. John Community Arts Council on the development and expansion of arts, culture and heritage assets for Taylor and the surrounding region.
5. Investigate creating an art space in conjunction with a museum to allow for a space to showcase local artistic talent.
6. Continue to promote the culture and heritage of the region as an important tourism asset.
7. Continue to provide use of public open spaces for community events and ceremonies.
8. Support access to spaces that accommodate arts and cultural programs, activities, and events; and that preserve, celebrate, and share the community's history and achievements.
9. Integrate arts and culture into community planning, recreation programming and economic development.
10. Encourage community programming for a variety of artistic disciplines.

4.12 PARKS AND RECREATION

Parks, open spaces and trails are important components of a complete community. They help to improve the liveability of developed areas, promote active lifestyles and personal health; highlight historic and cultural assets; provide linkages between community facilities and other destinations and provide places for people to gather. Many parks and open spaces also play an important role in providing animal and plant habitat and maintaining ecosystem services. All these factors assist in enhancing the quality of life for the residents of Taylor.

Recreation facilities provide amenities for residents and visitors that enhance community liveability and personal health. Despite its small size, Taylor features many recreational facilities and offers a range of summer and winter activities, primarily centred around recreation. Despite its small population base and its proximity to a much larger urban centre, Taylor has an ice arena, a curling rink, an indoor swimming pool, irrigated baseball diamonds, tennis/pickleball courts, motorcross track, stockcar raceway, campground, boat launch, community hall and golf course. These activities provide accessible, affordable, and inclusive recreation programs ranging from sports and fitness opportunities to special events that help foster the community's sense of identity and pride.

OBJECTIVES

1. Maintain, upgrade, and modify existing parks and recreation facilities to ensure diverse, high-quality elements that better serve a range of community needs, ages and abilities and protects the natural environment while extending the lifespan of existing assets.
2. Conduct an analysis of existing facilities to determine the extent of long-term maintenance required and create a repair/retrofit plan.
3. Encourage the provision of safe and inviting community parks, open spaces, pedestrian routes, and trails to ensure that all neighbourhoods are well served.
4. Ensure that parks, open spaces, and facilities contribute to the enhancement and restoration of ecological functions.
5. Ensure a diversity of facilities, services and programming that enables broad community access and participation in an active lifestyle.
6. Promote Taylor as four-season regional recreation destination.
7. Further develop Taylor as a sport tourism community and increase in the number of targeted sporting events hosted in Taylor.

POLICIES

1. Improve the connection of parks and open spaces to Taylor neighborhoods, the town centre, and other destinations through improvements to pedestrian and trail networks.
2. Review recreational programming and facilities as necessary to ensure they are meeting current and emerging needs.
3. Cultivate partnerships with community organizations, the private sector, other levels of government and public to enhance the long-term sustainability and viability of parks, open spaces, trails, and recreational facilities for people of all ages, incomes, abilities, backgrounds, and lifestyles.
4. Encourage the installation of adaptive recreational equipment in parks.
5. Promote winter activities in parks, trails and greenspaces for year-round use and active living.
6. Encourage property owners and developers to:
    a. further support existing green spaces (e.g. trails and playgrounds);
    b. increase green space; and
    c. create linkages between green spaces within Taylor and to Peace Island Park and the Peace River.
7. Explore the possibility of linking trails or walking routes with the Heritage Walking Tour.
8. Form a working group to investigate opportunities to connect and enhance the trail network.
9. Recognize and enhance the ecosystem services provided by parks and open space, including design to enhance biodiversity, carbon sequestration, and air and water quality.
10. Continue and expand the use of Taylor parks and open spaces for festivals, celebrations, and other special events.
11. Support the provision of passive and active outdoor recreational opportunities within reasonable walking distance of every neighbourhood.
12. Enhance and improve existing outdoor amenities such as trails and camping.
13. Design more opportunities for walking, cycling and other forms of alternative transportation.

4.13 AGRICULTURE AND LOCAL FOOD SYSTEMS

Taylor is located in the Peace Region, British Columbia's largest agricultural region. Agriculture and the associated food industry play an important role in the areas directly surrounding Taylor and are an instrumental part of the history and development of the region. While much of the original farmland has been replaced with industrial facilities, highway, transmission lines, quarries, recreational facilities and residential areas, there is still a close relationship between farming and rural lifestyle in Taylor.

The Agricultural Land Reserve is a provincial zone in which agriculture is recognized as the priority use. Farming is encouraged and non-agricultural uses are controlled. Lands contained within the Agricultural Land Reserve have agricultural potential and should be reserved for agricultural purposes wherever possible.

Historically the District of Taylor has acknowledged the importance of agriculture by supporting the farming community, recognizing the central role that it plays in the regional economy, history and identity of the area. Taylor and residents acknowledge the importance of maintaining a close relationship to its rural neighbours who often look at Taylor as their community centre.

OBJECTIVES

1. Support the general objectives of the Agricultural Land Commission, in preserving the agricultural land base for future food production and food security.
2. Recognize and support the positive and integral economic, social, and historical role that farming plays in the community.
3. Collaborate with neighbouring local governments, Indigenous communities, community organizations and the public to ensure that agriculture continues to play a key role in the community and region.

POLICIES

1. Recognize the importance of agriculture in the history and culture of Taylor and surrounding area.
2. Conduct an inventory of lands that may be suitable for urban agriculture.
3. Direct non-agricultural uses to appropriately designated areas and away from existing or potential agricultural areas.
4. Encourage partnerships with the local agricultural community, provincial governments, and private enterprises to promote the development of the agricultural sector.
5. Ensure buffers are in place between areas designated as agricultural, residential, and other uses.
6. Support the creation of local and regional food celebrations that bring our community and visitors together to enjoy and learn about local and regional food assets.
7. Support and encourage urban agriculture initiatives through approaches that include, but are not limited to:

a. food production on public and private land including rooftop gardens, beehives, edible landscaping features, and backyard hens;
b. multiple-unit residential shared gardens;
c. universally accessible community gardens and collective food production, including those on both District-owned and private land; and
d. support the development of local food processing, storage, and distribution facilities.

8. Consider undertaking a local food system assessment.
9. Explore actions to encourage local food entrepreneurs to grow, process, and sell food.
10. Encourage the continuation of small-scale farms to encourage local agricultural production and create viable farming operations.
11. Consider preparing a food security strategy that identifies the limitations and opportunities presented by Taylor's unique geography and climate.
12. Continue working collaboratively with the PRRD's Invasive Plant Committee to protect farmland and the area's ecosystem through best management practices.
13. Support initiatives advocating for food security at local, regional, and provincial levels.

4.14 NATURAL ASSETS

Taylor is located on the bench of the Peace River on the flats between the south and north Taylor hills. Within this valley area exist steep slopes, lands within the Agricultural Land Reserve, aggregate deposits, and wildlife. These lands may result in natural hazards such as landslides, flooding or wildfires.

OBJECTIVES

1. Minimize development in hazard areas to protect life and property.
2. Preserve local hillsides and protect them from unnecessary erosion related to human activity.

POLICIES

1. As areas become known and verified as natural assets or hazardous, direct development away from these areas or manage development in a manner that reduces risks to life or property.
2. Land use development will not be permitted within the following described natural asset or hazardous areas:
    a. New development, including aggregate extraction, on lands having slopes more than twenty-five (25%) percent, unless stability, safe soil bearing conditions, proper drainage and the prevention of erosion of such lands can be demonstrated in a report prepared by a qualified, registered professional; and,
    b. Where floodable lands are required for development, the construction and siting of buildings, structures and homes are to be flood proofed or located to those standards specified by the provincial government.
3. Using the FireSmart BC Homeowner's Manual as a guiding document, strive to foster wildfire awareness and resiliency through public education materials, programs, and events.
4. In consultation with the Ministry of Forests, the PRRD and the Provincial Emergency Program, prepare and maintain an emergency preparedness plan to maximize public safety and protection of property should a natural disaster threaten the community.

5.0 Land Use Plan

One of the primary functions of an Official Community Plan is to determine the future use and development of lands within the District of Taylor. The following policies are intended to guide decision-making on future development and redevelopment in Taylor in a manner that best reflects the interests of the entire community. All future use, development, and redevelopment of lands within Taylor must be consistent with the land use designations shown in Schedule B and described below. The following policies intend to give the District of Taylor a platform for future decision making and stability moving into the future for the benefit of the whole community.

The table below provides a high-level overview of the Land Use Designations contained within this Official Community Plan. These designations are shown on Schedule B and are described in more detail within this section.

Designation	Description
Rural Residential	Residential areas featuring single-detached homes and accessory dwelling units on existing, larger lots.
Urban Residential	Residential areas within the town site featuring smaller lots and a mixture of housing typologies.
Commercial	Areas designated for commercial are intended for a variety of commercial and service type uses, where residential uses are generally not permitted.
Industrial	Lands encompassing both light and heavy industrial, which definitions are identified in Zoning Bylaw.
Rural Resource	Lands which, by reason of their resource potential, predominantly large parcels, general arability, isolation from urban development or freedom from hazardous conditions, are suited for agricultural, resource, recreational or low-density rural uses.
Agriculture	Lands designated as agriculture are within the Agriculture Land Reserve, and are used for agricultural uses, or have permission from the Agriculture Land Commission for alternate uses.
Civic and Institutional	Uses that provide services to the community, including hospitals, community centre, places of religious worship, government buildings, schools, and cemeteries.
Parks & Recreation	Public parks and recreation facilities and uses.

GENERAL LAND USE OBJECTIVES

1. Continue using land, infrastructure, and other resources efficiently and in a manner that meet the current and future needs of the community.
2. Continue ensuring that any development applications undergo a consistent and efficient review process that aligns with the direction set out in this Official Community Plan.

GENERAL LAND USE POLICIES

1. To identify the location of land uses that support community development and the efficient use of land resources.
2. Encourage buffers between new residential development, and adjacent agricultural lands or PRRD lands, conform to the conditions specified in the Ministry of Agriculture's Guide to Edge Planning.
3. Focus on well-designed neighbourhoods to promote active lifestyles.

5.1 AGRICULTURE

The Agriculture designation is comprised of predominantly large tracts of lands located outside the municipal core area. Most lands designated as Agriculture are within the Agricultural Land Reserve.

OBJECTIVES

1. Protect agricultural heritage, culture and uses, particularly for lands within the Agricultural Land Reserve.
2. Collaborate with the Agricultural Land Commission to support shared goals.
3. Increase the quantity of local food production.
4. Continue to work with the provincial government and aggregate permit holders in effectively using and managing aggregate resources.

POLICIES

1. Direct agricultural uses to areas within the Agricultural Land Reserve.
2. Support agricultural activities in the Agricultural Land Reserve and the mandate of the Agricultural Land Commission.
3. Support Agricultural Land Reserve exclusions when it can be demonstrated that the proposal is in the best interest of the community and alternative sites involving non-Agricultural Land Reserve lands are not feasible.
4. Collaborate with the Agricultural Land Commission to ensure the development of lands within the Agricultural Land Reserve designated for future residential, commercial, and industrial uses occurs in an incremental and orderly manner.
5. Collaborate with farmers to encourage compatibility between agriculture and development through the application of the Guide to Edge Planning and other applicable resources prepared by the Agricultural Land Commission and provincial government.
6. Ensure intensive agricultural operations are suitably screened and set back from adjacent developments.
7. Continue to encourage and support local food production activities, including elements such as market gardens, farmers markets, community greenhouses and community gardens.
8. Consider the use of setbacks and buffering between non-agricultural development and the Agricultural Land Reserve boundary on non-Agricultural Land Reserve lands as per the Ministry of Agriculture's Guide to Edge Planning.
9. Recognize that soil removal within the Agricultural Land Reserve is subject to the *Agricultural Land Commission Act*.
10. The approximate location and extent of aggregate extraction sites are described below and illustrated on Schedule C:

Table 2: Aggregate Extraction Sites

Pit Name	Approximate Area
Ostero Pit (PID No. 011-388-889) (SE ¼ Sec. 35, Twp. 82, Rge. 18, W6M, Except Plan 8162) (PID No. 014-601-079) (Part Sec. 26, Twp. 82, Rge, 18, W6M) (PID No. 014-601-089) (Part Sec. 25, Twp. 82, Rge. 18, W6M) (PID No. 016-354-150) (SW ¼ Sec. 35, Twp. 82, Rge. 18, W6M)	318 acres
City of Fort St. John Pit (PID No. 029-749-786) (Lot A, Sec. 36, Twp. 82, Rge. 18, W6M, PRRD Plan EPP58651)	25 acres
Terus Taylor Pit (PID No. 013-350-072) (Lot 7, Sec. 25, Twp. 82, Rge. 18, W6M, PRRD Plan 7891, Except Plan PGP38415)	97 acres
Surerus Pit (PID No. 012-921-271) (Lot A, Sec. 30, Twp. 82, Rge. 17, W6M, PRRD Plan 9623)	15 acres

11. Work cooperatively with the provincial government to ensure the location of aggregate sites are compatible with adjacent land uses.
12. Consider permitting soil removal if it conforms to the District of Taylors' Soil Removal Permit Bylaw and/or has Agricultural Land Commission permission if required.
13. Encourage that aggregate extraction operations utilize effective noise and dust control measures.
14. Work with the aggregate permit holders and the provincial government to ensure that aggregate sites are reclaimed once aggregate resources are depleted.

5.2 RESIDENTIAL

Taylor is a friendly, welcoming and liveable community, where opportunities for all people exist. Throughout the planning process, the residents of Taylor clearly describe housing as one of their most fundamental needs and envision a future where diverse housing choices are available for people of different ages, incomes, abilities and life stages. Various densities and servicing requirements for two main types of residential development are provided for in this plan to accommodate the community's needs.

OBJECTIVES

1. Provide opportunities for a wide range of housing forms at various densities and numerous forms of tenure, and to accommodate all income levels, age groups and household types.
2. Ensure that future residential development is compatible with adjacent uses, is of high quality and is visually appealing.
3. Encourage residential densification where appropriate and servicing can be provided.
4. Promote Taylor's residential housing advantages, including low municipal taxes, good quality water, excellent elementary schooling, and high level of recreation facilities.
5. Promote Taylor as the most desirable place to live in the Peace.

POLICIES

1. Ensure that there is an adequate supply of residential land available to meet a diverse range of housing needs as they change over time.
2. Support home-based businesses in all residential designations, provided they are clearly secondary and incidental to the principal residential use and encourage relocation to commercial areas as the home-based business experiences growth.
3. Recognize the value of home-based business as a means of promoting entrepreneurship in Taylor and as an affordable entry point into starting new businesses.
4. Recognize secondary suites and accessory dwelling units as affordable housing options that are permitted within low density residential neighbourhoods.
5. Ensure that all new residential development considers, minimizes, and mitigates impacts on ecological features such as steep slopes, water courses, riparian areas, environmentally sensitive areas, and the Agricultural Land Reserve.

The above noted objectives and policies apply to all residential development. The following sub-sections identify additional policies applying to the two specific categories of residential land use.

5.2.1 Rural Residential

Rural Residential lands are associated with larger parcels, are primarily agricultural in nature, are of limited supply and located outside of the heart of the community. They are to be used primarily for low density

single-detached housing. These kinds of neighbourhoods enable and protect a rural lifestyle on larger parcels, which are generally not serviced. Accessory uses such as suites, home based businesses or industries, occupations and bed and breakfasts may also be permitted in these areas.

POLICIES

1. Schedule B – Land Use Designations will identify the areas where rural residential development of up to 15 units per hectare is permitted.
2. Support Rural Residential development that provides for a rural living lifestyle, and that are independently serviced or does not require costly extension of municipal services.
3. Unserviced Rural Residential parcels should be independently serviced, subject to provincial regulations for sewage disposal requirements.

5.2.2 Urban Residential

Urban Residential development shall provide convenient and attractive residential neighbourhoods that are serviced by municipal services, roads and utilities. The existing urban residential pattern in Taylor is divided by Highway 97N (Alaska Highway) and its associated frontage roads. The residential density is well mixed and is generally within easy walking distance of commercial, recreational and institutional facilities.

POLICIES

1. Lands designated as Urban Residential will be found within Taylor's core and situated on smaller parcels.
2. Schedule B – Land Use Designations will identify the areas where urban residential development of up to 40 units per hectare is permitted. Separate zones will be developed in the zoning bylaw to accommodate a range of housing types, including:
    a. Single-detached dwelling;
    b. Duplex, triplex, fourplex;
    c. Multi-unit residential, such as apartments and townhouses; and
    d. Affordable and/or special needs housing.
3. Urban Residential developments shall be serviced with municipal services.
4. Encourage the infill, redevelopment, and intensification of vacant and underutilized residential lands in existing neighbourhoods designated as Urban Residential, focusing on Jarvis Crescent, the lands east of Deer Run, and the lands west and south of the Lone Wolf Golf Course.

5. Direct multi-unit residential developments to locate near major roads and on the lands west and south of the Lone Wolf Golf Course.
6. Support new Urban Residential development that is planned in a comprehensive manner that can be feasibly connected to municipal services and utilities, and considers roadway safety, density and the form and character of the neighbourhood.

5.3 COMMERCIAL

Historically, commercial development has paralleled either side of Highway 97N (Alaska Highway), bisecting the community. Taylor acknowledges and supports the presence and further growth of existing businesses and seeks to encourage new business that offer a range of products and services to establish in the community. The District has ample commercial land available to facilitate economic development. The heart of Taylor's commercial land use is located between Pine Avenue and 103rd Avenue and strives to be the hub of activity in Taylor.

OBJECTIVES

1. Develop an inviting and accessible retail and commercial hub between Pine Avenue and 103rd Avenue.
2. Retain existing businesses and attract new businesses to Taylor.
3. Differentiate between commercial and industrial business opportunities and ensure that each are directed to appropriately designated lands.
4. Ensure that commercial development located along Highway 97N (Alaska Highway) presents a positive visual appearance to the travelling public.
5. Support a range of commercial uses that focuses on meeting the needs of the community residents and maximizes local retail.
6. Support a range of tourism accommodations, services and activities that cater to tourism and the travelling public alike.
7. Work together with the Ministry of Transportation and Transit to ensure that commercial development is compatible with the road network system and consider public safety a priority.

POLICIES

1. Direct new commercial businesses to lands designated as Commercial.
2. Encourage and support the area between Pine Avenue and 103rd Avenue as a key employment node for commercial businesses.
3. Explore ways to attract new businesses to establish in Taylor.
4. Where feasible, encourage the development of mixed-use buildings with commercial uses on the ground floor and multi-unit residential uses above the ground floor.
5. Ensure that all new development is visually appealing and well built.
6. New commercial developments must connect to municipal sewer and water services.
7. New commercial developments shall ensure adequate accessibility for vehicles, transit, pedestrians, cyclists, and people of all abilities.
8. Ensure that required parking areas for commercial developments include Crime Prevention Through Environmental Design principles in their design and construction.
9. Encourage the infill, redevelopment, and intensification of vacant and underutilized commercial lands that parallel Highway 97N (Alaska Highway) and are designated as Commercial.
10. Support the development of commercial daycare facilities in the community to meet the needs of residents.
11. Support the creation of public gathering spaces, such as coffee shops.

5.4 INDUSTRIAL

The District of Taylor is the hub for many industrial facilities. Much of the current activity is focused on natural resource extraction activities. A diversified and stable industrial base that supports and complements this activity will contribute to a more resilient and sustainable community.

Industrial activity in Taylor can be described as either Light Industry or Heavy Industry and are further differentiated in the zoning bylaw. In general, light industrial operations are those that primarily provide support products and services to local businesses, agriculture and natural resource sector operations. Heavy industrial development consists of large manufacturing and processing plants and facilities often located in the eastern quadrant of the community.

A portion of lands located north of Pine Avenue on the east side of the Highway 97N (Alaska Highway) functions as a buffer between industrial uses to the south and residential to the north. These properties serve as a transition area in the District's Zoning Bylaw.

OBJECTIVES

1. Continue to support a diversified and stable industrial base on currently designated Industrial lands.
2. Ensure suitable land use transitions between industrial uses and other users.
3. Continue to assess industrial land needs as part of a general industrial and employment strategy for Taylor, to ensure the supply chain for business development, employment opportunities, innovation and entrepreneurship is maintained.
4. Encourage initiatives taken by industry to minimize conflict with adjoining land and uses currently in place.

POLICIES

1. Encourage the infill, redevelopment, and intensification of vacant and underutilized industrial lands.
2. Provide adequate amounts of industrially designated land to facilitate economic development without contributing to industrial sprawl.
3. Lands designated as Industrial shall be serviced with municipal sewer and water services.
4. Protect environmental features such as watercourses or habitat areas within industrial areas, by directing industrial development away from environmentally sensitive areas.
5. Minimize land use conflicts between industrial uses and other land uses.
6. Encourage industrial businesses to consider, and use, available technology to reduce or eliminate noise, odours, traffic, visual or emission conflicts.
7. Support industrial businesses to develop an eco-industrial network to build efficiencies in energy, resource use, and waste management.
8. Encourage the consideration of landscaping, screening, and building style and form on industrial lands.
9. Work together with the provincial government to ensure that industrial development is compatible with the road network system and to consider public health safety a priority.
10. Direct vehicular access to heavy industrial areas away from residential areas wherever possible.
11. Have all industrial development conform to regulations and conditions of the provincial air quality management program.
12. Support airshed management planning and commitments in Taylor which will benefit the community.
13. Promote renewable and/or energy efficient practices in local industries.
14. Contain heavy industrial use to the eastern quadrant of the municipality based on the predominant southwestern prevailing winds and potential airshed impacts to the community.
15. Light industrial uses should only be permitted to the extent that they do not generate any significant noise, odours, toxic waste or increased heavy truck traffic associated with heavy industrial uses.

5.5 RURAL RESOURCES

The Rural Resource designation is comprised of larger tracts of lands located outside the Taylor's core area. Many of the lands designated as Rural Resource encompass steep slopes and other areas of land that may reduce the development potential of these lands.

OBJECTIVES

1. Maintain rural lands for rural uses.
2. If and when natural resource extraction is accommodated, ensure mitigation of impacts to adjacent lands.

POLICIES

1. Lands designated as Rural Resource will be accommodated by a zone that facilitates and supports the resource development potential of this area.
2. Establish buffer areas between rural resource uses and farming and residential uses to reduce the potential for land use conflicts.

5.6 CIVIC AND INSTITUTIONAL

The Civic and Institutional land use designation is held in private or public ownership for uses that provide services to the community, including community centres, places of worship, government buildings, schools, infrastructure facilities, and cemeteries.

OBJECTIVES

1. Ensure sufficient land is available for civic and institutional uses, to facilitate long-term sustainable community development.
2. Provide for community-based institutional uses, including schools, places of worship, gyms, arenas, and other facilities for the purposes of learning, reflection, sports and recreation, and social activity.
3. Collaborate with School District No. 60 in planning for future school facility needs.
4. Continue to support high quality civic and institutional facilities and services in Taylor to enhance the quality of life experienced in the community.

POLICIES

1. Lands designated as Civic and Institutional will be accommodated by a zone that facilitates and supports civic or institutional development.
2. Ensure that new civic or institutional developments are universally accessible and include public safety design measures.
3. Ensure long-term financial planning and community planning is completed to support the District's level of service and provision of facilities.
4. Collaborate with School District No. 60 in addressing the future needs of the Taylor Elementary school that may include re-establishing a priority for a new school.
5. Work with the school district, industry, regional and provincial government to address community health and safety concerns with regards to emergency response.

5.7 PARKS AND RECREATION

Parks, natural areas and trails have been found to be a key contributor to the quality of life for residents in a community. Active lifestyles are part of the foundation to developing a sustainable and healthy community in both the present and the future. The parks and recreation land use designation are used to accommodate the development of parks, natural areas, trails and recreational facilities within the District of Taylor. The District of Taylor will work collaboratively with the provincial government, community organizations, public interest groups and all members of the community to continue to provide a diverse range of recreational opportunities that fulfils the recreational and social needs of its residents.

OBJECTIVES

1. Create an accessible recreation system that connects community parks, trails and open spaces within the community that will provide recreation and leisure opportunities for all residents and visitors.
2. Foster an awareness of the need for environmental protection and the importance of preserving wildlife and habitat connectivity in the area covered by this Official Community Plan, by directing development away from such areas.

POLICIES

1. Ensure parks and recreation space is considered in new residential areas.
2. Lands designated Park and Recreation will be accommodated by a zone that supports the following uses: parks, trails, outdoor tracks, golf course, ball diamonds, pickleball and tennis courts, and open space.
3. Designate sufficient parks and recreation space to accommodate future population growth.
4. Identify, protect, and enhance public views and vistas within Taylor's parks, trails, and open space environments.
5. Plant locally native trees in conjunction with the development of new parks and trails.
6. Enhance or create new public open space and parks in new residential areas, and that these areas are linked and are complimentary to existing recreational amenities.
7. Maintain and expand year-round recreational facilities and programs, both indoor and outdoor, that are accessible and meet the community's evolving needs.
8. Encourage partnerships in developing and enhancing outdoor and indoor recreational opportunities.
9. Collaborate with stakeholders and agencies having jurisdiction to discourage damage caused by all-terrain vehicles, especially for the protection of the Peace hillsides.
10. Protect and identify issues of air quality and work collaboratively towards managing development in such a manner that minimizes impacts and reduces greenhouse gas emissions.
11. Protect environmentally sensitive areas due to their biological diversity and key importance as habitat and wildlife connectivity.
12. Work collaboratively with the provincial government on water protection.

6.0 Implementation

The simple act of stating community objectives and policies never assures their realization. Rather, it is necessary to use a variety of methods to confirm that aspirations of the community are consciously being worked towards. To fulfil the vision expressed in Part 2 of this plan, the policies contained in the previous sections must be implemented. A program of implementation helps to facilitate the orderly development and control of land in the best interest of the community. The process of implementation includes many different elements, which reflect legislative authority, municipal procedures and council policies.

This section identifies some of the most significant ways that this Official Community Plan will be implemented. It is not intended that these will all be obligatory or all inclusive. Rather, they are intended to be illustrative. Through the life of the plan, individual actions will be assessed on their own merits. The Official Community Plan can serve as a guiding force and framework for decision-making.

Effective implementation of these policies is the key to transforming this document into reality and keeping the plan's vision alive and relevant. Given the broad nature of these policies, implementation will require the involvement of many individuals and organizations in a variety of different ways.

There are several strategies that can be used to implement this Official Community Plan including:

- Land use designations
- Zoning bylaw and Temporary Use Permits
- Other municipal tools
- Municipal leadership
- Public awareness and involvement
- Annual reporting
- Fiscal program

❶ ZONING BYLAW AND TEMPORARY USE PERMITS

The Zoning Bylaw is one of the principal tools used to implement the Official Community Plan's land use designations and policies. Amendments to the Zoning Bylaw may be necessary to bring it into conformity with the direction outlined in the Official Community Plan with respect to encouraged land uses, densities and building heights. Such amendments will be considered as part of the Zoning Bylaw update underway to ensure its compatibility with this Official Community Plan.

The District will amend the Zoning Map only when satisfactory development plans are submitted or where necessary to fulfil objectives of the plan. Pre-zoning without adequate development control is not acceptable.

Uses not explicitly permitted in the Zoning Bylaw may be permitted on a temporary basis throughout Taylor through the issuance of a Temporary Use Permit, as per the *Local Government Act.*

The District of Taylor will:

1. Consider applications for Temporary Use Permits based on the following:
    a. Compatibility of the proposed use with any existing uses on the property and the surrounding area;
    b. Compatibility of the proposed use with the property's Land Use Designation and the overall policy direction of the Official Community Plan;
    c. Potential for impact on any nearby environmentally sensitive areas;
    d. Minimal impact on existing servicing infrastructure;
    e. Any proposed alterations to the site may be deemed temporary in nature;
    f. The proposed use is temporary or seasonal; and
    g. No noxious or undesirable sights, odours, sounds, vibrations, radiation, or interferences will be caused.
2. Apply any conditions to a Temporary Use Permit, including but not limited to the hours of operation, maximum gross floor area, maximum lot coverage, landscaping, site rehabilitation, screening and fencing, or any other matters deemed appropriate by Council.
3. Issue a Temporary Use Permit for a period of up to three years.
4. Issue Temporary Use Permits in all areas of the District.

❷ OTHER MUNICIPAL TOOLS

All District of Taylor plans, policies and bylaws that are prepared after the adoption of this plan, should include an Official Community Plan Consistency Statement.

The District of Taylor will ensure that applicable studies and relevant information are provided to the District to evaluate the impact of a proposed development. Pursuant to the *Local Government Act*, Development Approval Information may be required for zoning bylaw amendments and Temporary Use Permits.

Development Approval Information may be required to better understand the potential impact of proposed development on the community, particularly:

- District infrastructure (sanitary sewer, water, stormwater).
- Public facilities (schools and parks, community services, recreation, culture, and wellness facilities);
- Transportation patterns and networks;
- The natural environment and environmental hazards;
- Economic and social development, including community services; and,
- Climate action including greenhouse gas reduction, energy conservation, and water conservation.

The District's Development Procedures establishes what type of information may be required and in what circumstances.

The District of Taylor will designate all lands within its boundaries as an area in which development approval information may be required.

❸ MUNICIPAL LEADERSHIP

The District can demonstrate leadership through its actions, which is to lead through example. Municipal endeavours should incorporate sound principles of sustainability and liveability, whenever practical. Similarly, the District and others should assess their current practices to identify ones which might be working against the community achieving its vision. Reports to Council should include a section describing their relevance to the Official Community Plan. This should include reference to social, cultural, economic and environmental implications.

4 PUBLIC AWARENESS AND INVOLVEMENT

Building public awareness and understanding of the goals of the Official Community Plan and its policies are integral to achieving support for the plan and its effective implementation. Public involvement in Taylor is essential to maximize community benefits and minimize negative impacts. In this regard, the District will continue to work towards improving its communications and public engagement practices in the implementation of this Official Community Plan. In cases where the District is already involved in actions, communication of plans and progress is imperative to ensure the community is aware of the work being done. Also, as progress is made the District should highlight these successes in the public realm.

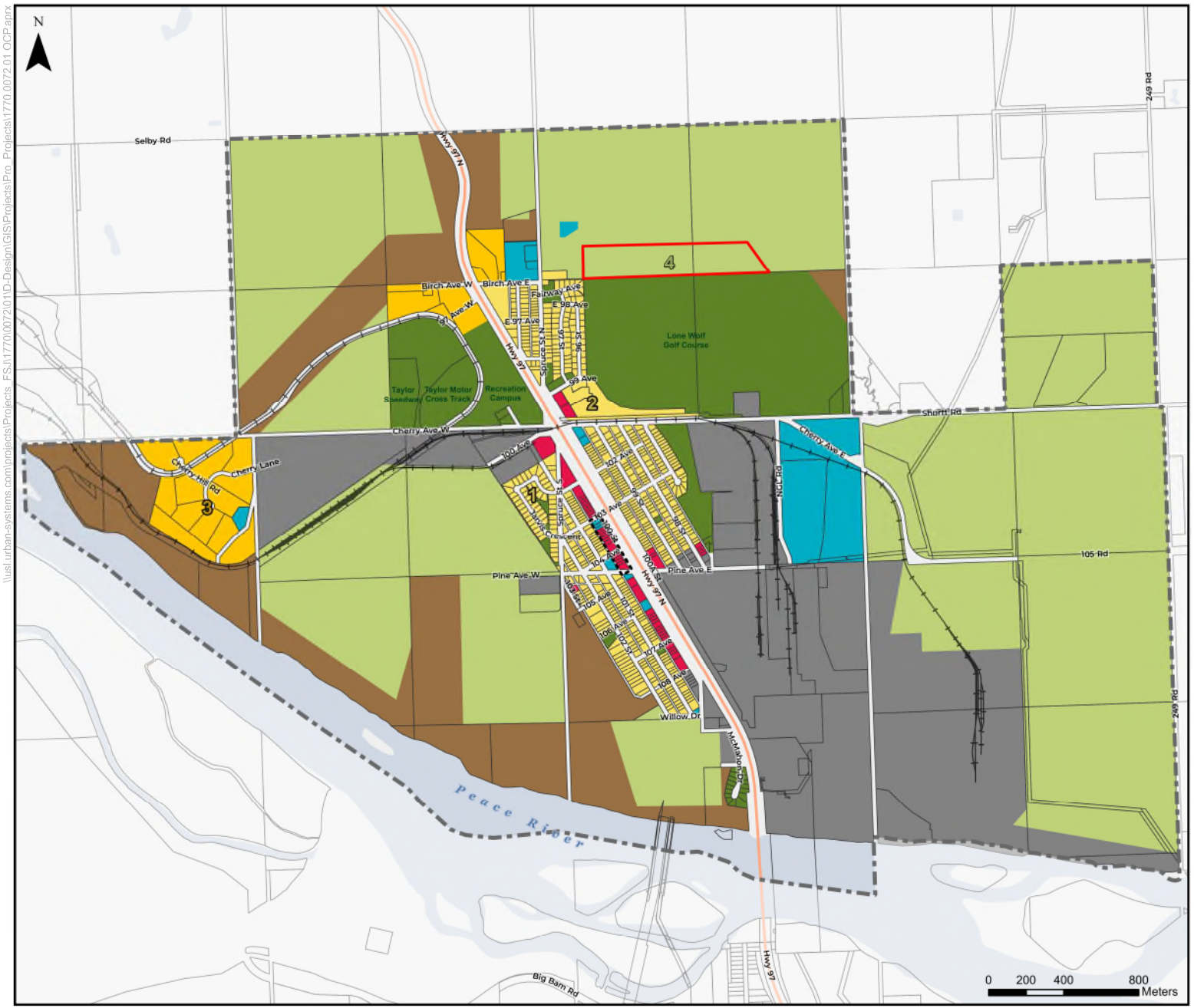
Individual actions by residents, business operators, employees, property owners, developers, etc. will have a profound effect on helping the District achieve its vision. This occurs through all aspects of community life including individual actions; participation in public events; developments that meet public objectives; and social, cultural, economic and environmentally responsible actions. Only the coordinated results of these groups will allow us to make the community's vision a reality.

5 ANNUAL REPORTING

The implementation of the Official Community Plan actions will require commitment by Taylor staff and require reviewing and tracking of progress. It is suggested that the District includes a section in the Municipal Annual Report that will be brought to District Council and the public to highlight successes as well as challenges to achieving progress.

6 FISCAL PROGRAM

Implementation of many of the policies contained in this plan depends on the expenditure of District funds. The Five-year Financial Plan, Annual Report and Reserve Funds must reflect the policies of the Official Community Plan regarding the physical infrastructure.



TAYLOR B.C.

Official Community Plan Bylaw No. 880, 2025

Land Use Designations

- Municipal Boundary
- Legal Boundary
- Future Growth Area
- Downtown
- Railway

Official Community Plan Designation

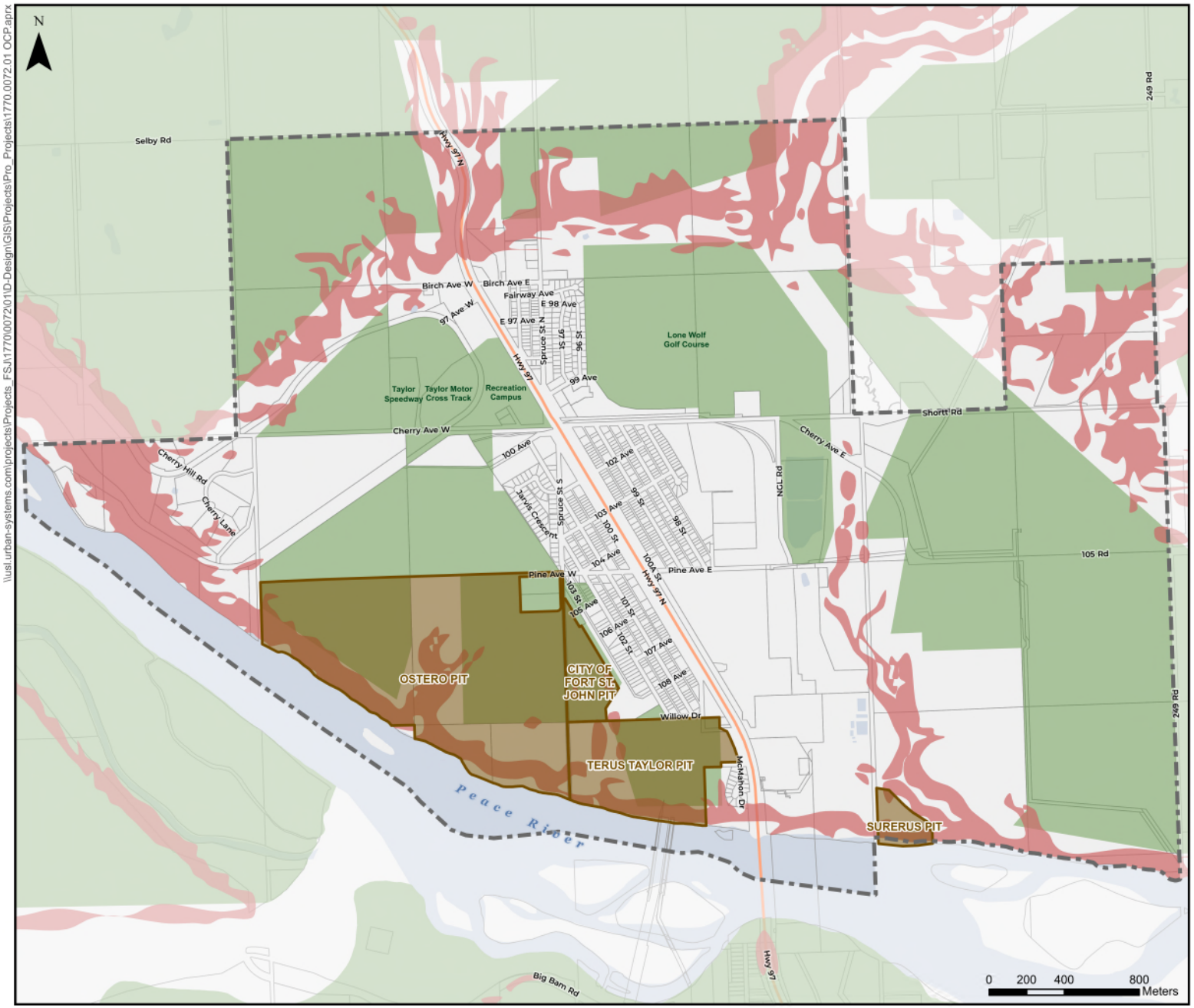
- Agriculture
- Rural Resource
- Rural Residential
- Urban Residential
- Commercial
- Industrial
- Parks & Recreation
- Civic & Institutional

SOURCE:

Municipal boundary, Agricultural Land Use and Digital Road Atlas from Data BC.
Water features from the National Hydro Network, NRCAN.
Parcels from Parcel Map BC - Integrated Cadastral Information Society.
Date of data access: September 2023

BYLAW NO.	AMENDMENTS	DATE

SCHEDULE B



TAYLOR B.C.

Official Community Plan Bylaw No. 880, 2025

Natural Assets

- Municipal Boundary
- Legal Boundary
- Aggregate Deposits
- Agricultural Land Reserve
- Slope >= 25%

Note:

Areas that have a slope of 25% or greater are designated solely for visual purposes. These areas were determined using publicly available digital terrain models (DEM) with a resolution of 20m. For more accurate slope information, acquiring a DEM with a higher resolution is strongly recommended.

SOURCE:

Municipal boundary, Agricultural Land Use and Digital Road Atlas from Data BC.
Water features from the National Hydro Network, NRCAN.
Parcels from Parcel Map BC - Integrated Cadastral Information Society.
Slope >=25% areas calculated from CDEM, Natural Resources Canada.
Date of data access: September 2023

SCHEDULE C

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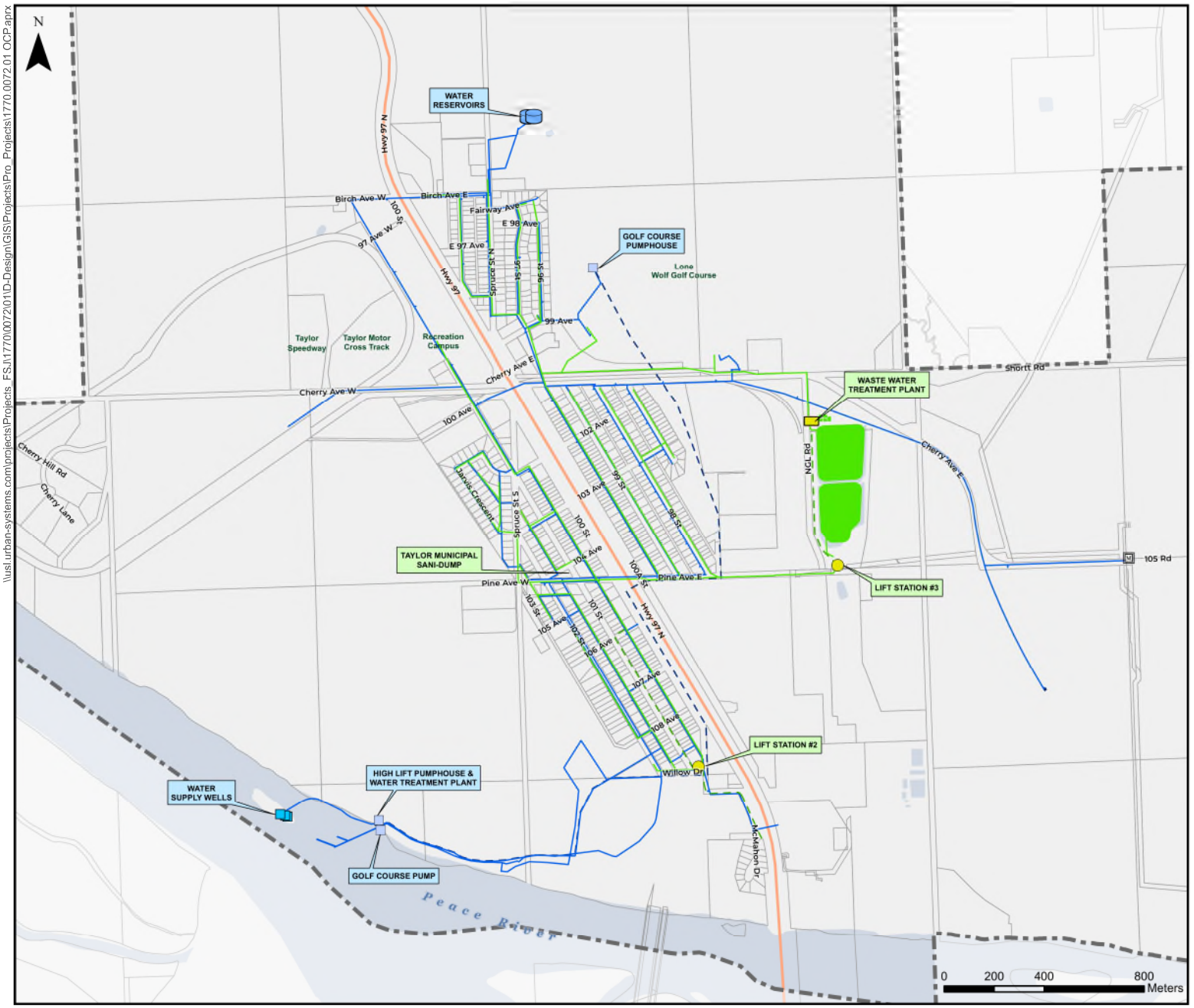


TAYLOR B.C.

Official Community Plan Bylaw No. 880, 2025

Infrastructure

- Municipal Boundary
- Legal Boundary

Water System

- Meter Station
- Production Well
- Pump Station
- Reservoir
- Main
- Irrigation Line

Sanitary System

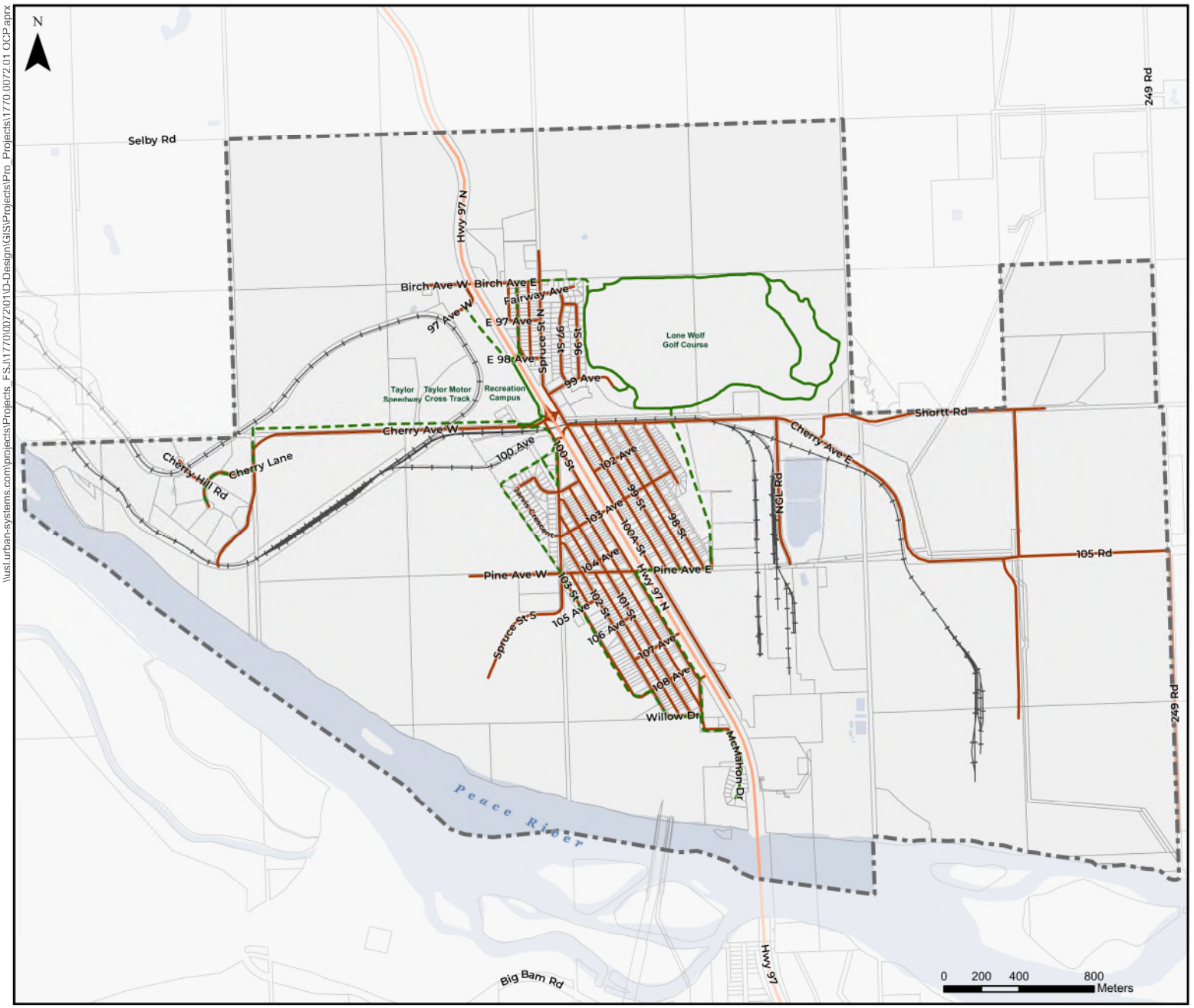
- Lift Station
- Treatment Plant
- Detention Pond
- Gravity Main
- Pressure Main

SOURCE:

Municipal boundary and Digital Road Atlas from Data BC.
Water features from the National Hydro Network, NRCAN.
Parcels from Parcel Map BC - Integrated Cadastral Information Society.
Infrastructure data maintained by Urban systems Ltd.
Date of data access: September 2023

SCHEDULE D

\\usl.urban-systems.com\projects\Projects_FSJ\1770\0072\01\D-Design\GIS\Projects\Pro_Projects\1770.0072.01 OCP.aprx



TAYLOR B.C.

Official Community Plan Bylaw No. 880, 2025

Transportation

- Municipal Boundary
- Legal Boundary
- District of Taylor Roads
- Active Trails
- Future Trails
- Railway

SOURCE:

Municipal boundary and Digital Road Atlas from Data BC.
Water features from the National Hydro Network, NRCAN.
Parcels from Parcel Map BC - Integrated Cadastral Information Society.
Infrastructure data maintained by Urban systems Ltd.
Date of data access: September 2023

SCHEDULE E

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Ministre des Relations Couronne-Autochtones
et des Affaires du Nord et ministre
responsable de l'Agence canadienne de
développement économique du Nord

Minister of Crown-Indigenous Relations and
Northern Affairs and Minister responsible
for the Canadian Northern Economic
Development Agency

Ottawa, Canada K1A 0H4

Conditional Ministerial Order Conferring Reserve Status

Pursuant to subsection 4(1) of the *Addition of Lands to Reserves and Reserve Creation Act,* SC 2018, c 27, s 675.

I, Gary Anandasangaree, Minister of Crown-Indigenous Relations and Northern Affairs, at the request of the council of Blueberry River First Nations, pursuant to subsection 4(1) of the *Addition of Lands to Reserves and Reserve Creation Act*, SC 2018, c 27, s 675, and in accordance with the Blueberry River First Nations and Doig River First Nation Treaty Land Entitlement Settlement Agreement between Blueberry River First Nations, Doig River First Nation, the Province of British Columbia and Canada and the Blueberry River First Nations Lands Agreement between Blueberry River First Nations, the Province of British Columbia and Canada, effective February 16, 2023, hereby set apart for the use and benefit of Blueberry River First Nations as Charlie Lake, in the Province of British Columbia, the lands described in the attached Schedule, consisting of about 261 hectares (645 acres), effective on the day on which His Majesty the King in right of Canada accepts the transfer of the administration and control of the lands from His Majesty the King in right of the Province of British Columbia pursuant to the *Federal Real Property and Federal Immovables Act*, SC 1991, c 50, and *Federal Real Property and Federal Immovables Regulations*, SOR/92-502.

Dated at Gatineau, Quebec this 7th day of March 2025.

[redacted]

Minister of Crown–Indigenous Relations and Northern Affairs

Canada

Schedule

In the Province of British Columbia
In Peace River District

Firstly, all of Block B of Sections 1, 11 and 12, Township 85, Range 20, West of the 6th Meridian, as shown on Plan EPC2335 filed in the Crown Land Registry, containing about 187 hectares (462 acres); a copy of said plan is recorded as Plan 112539 in the Canada Lands Surveys Records.

Secondly, all of Block B of District Lot 4516 and Sections 13 and 14, Township 85, Range 20, West of the 6th Meridian, as shown on Plan EPC2334 filed in the Crown Land Registry, containing about 73.8 hectares (182.4 acres); a copy of said plan is recorded as Plan 112538 in the Canada Lands Surveys Records.

Lands described comprise about **261** hectares (645 acres).

April 25, 2024

Sent via email to: prrd.fsj@prrd.bc.ca

Peace River Regional District
9505 100 St.
FORT ST. JOHN, BC
V1J 4N4

Attention: Brad Sperling, Chair

Dear Mr. Sperling,

Re: Proposed Reserve Creation – Blueberry River First Nations
Treaty 8 Land Entitlement Shortfall Lands – Charlie Lake Land Selection

Blueberry River First Nations ("Blueberry River"), the Province of BC and Canada finalized the settlement of treaty land entitlement on February 3, 2023. The settlement resolves the Treaty 8 land entitlement claims of Blueberry River.

Under the terms of the settlement, it is contemplated that Blueberry River may apply to add provincial Crown land as reserve in accordance with, and subject to, fulfilment of the requirements of Canada's Additions to Reserves/Reserve Creation policy. These requirements include notification to local government.

I am writing to inform you that Blueberry River has, by way of a Band Council Resolution, submitted a request to Indigenous Services Canada (ISC) for Reserve Creation. Blueberry River has requested that certain lands located in the Peace River Regional District be set apart as a reserve to be known as Charlie Lake (the "Proposed Reserve Creation") under the settlement. The lands for the Proposed Reserve Creation are surveyed provincial Crown lands currently described as:

In the Province of British Columbia
In Peace River District

Firstly, all of Block B of Sections 1, 11, and 12, Township 85, Range 20, West of the 6th Meridian, as shown on Plan EPC2335 filed in the Crown Land Registry, containing about 187 hectares (462 acres); a copy of said plan is recorded as Plan 112539 in the Canada Lands Surveys Records.

…/2

Canada

Secondly, all of Block B of District Lot 4516 and Sections 13 and 14, Township 85, Range 20, West of the 6th Meridian, as shown on Plan EPC2334 filed in the Crown Land Registry, containing about 73.8 hectares (182.4 acres); a copy of said plan is recorded as Plan 112538 in the Canada Lands Surveys Records.

Lands described comprise about 261 hectares (645 acres)

(The "Proposed Reserve Land")

Enclosed for your information is a map showing the approximate location of the proposed reserve.

Local governments and First Nation governments are encouraged to work together on common and shared obligations and goals. By working together, we can advance our collective work in the spirit of reconciliation and a nation-to-nation relationship.

Should you have any questions or wish to receive further information, I would request that you reply prior to June 10, 2024. Please send your response to me by e-mail at Kuldip.Gill@sac-isc.gc.ca or you may contact me by phone at 604-364-1883.

Sincerely,

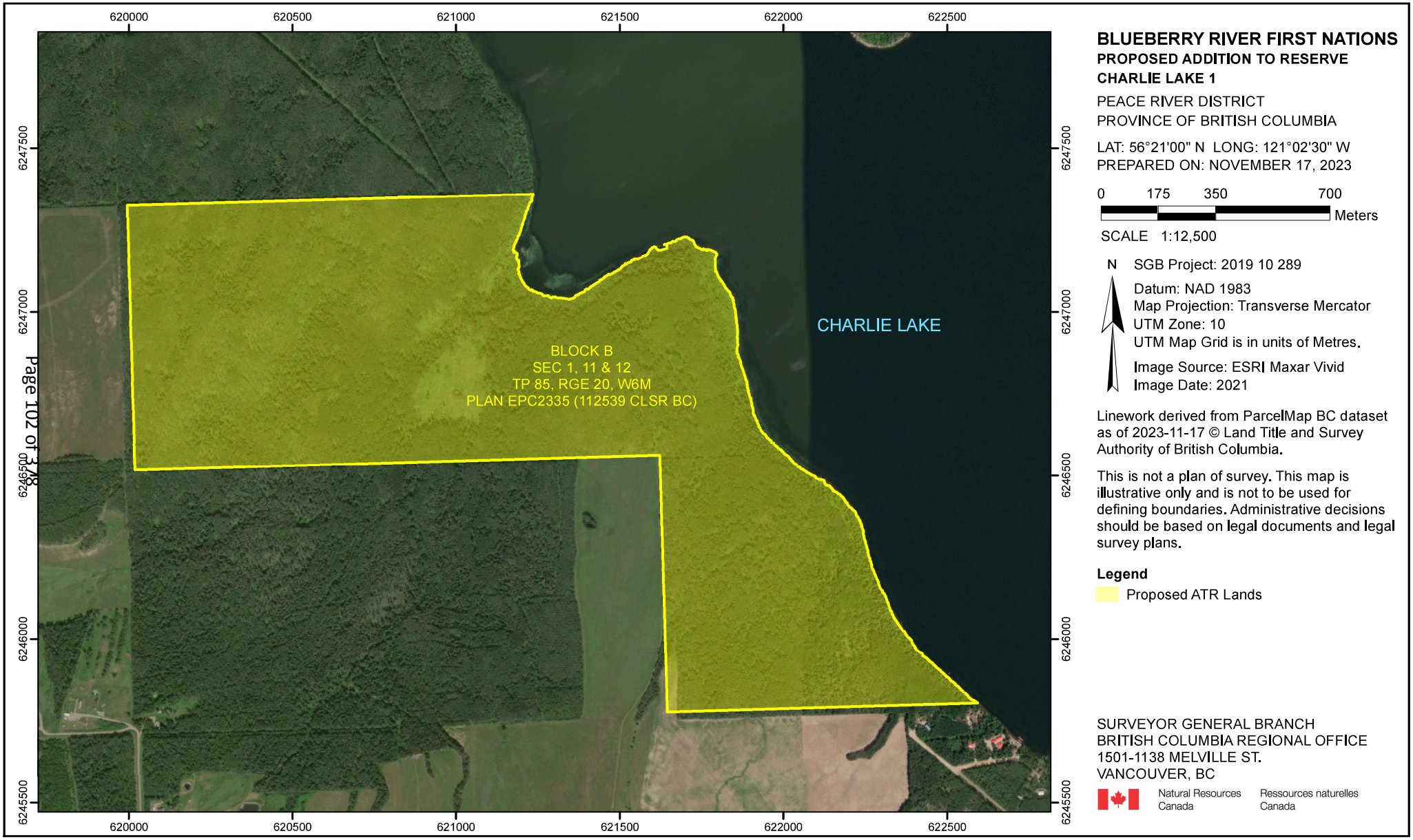
[redacted]

Kuldip Gill
Manager, Program and Project Support Unit
Lands and Economic Development, British Columbia Region
Indigenous Services Canada
British Columbia Region
600 – 1138 Melville street
VANCOUVER BC V6E 4S3

Encl: Map showing the Proposed Reserve Lands

c.c.: Chief Judy Desjarlais
Blueberry River First Nations
chief.jdesjarlais@blueberryfn.ca

Simon Turner
Ratcliff LLP
STurner@ratcliff.com



BLUEBERRY RIVER FIRST NATIONS
PROPOSED ADDITION TO RESERVE
CHARLIE LAKE 1

PEACE RIVER DISTRICT
PROVINCE OF BRITISH COLUMBIA

LAT: 56°21'00" N LONG: 121°02'30" W
PREPARED ON: NOVEMBER 17, 2023

0 175 350 700
Meters

SCALE 1:12,500

N

SGB Project: 2019 10 289
Datum: NAD 1983
Map Projection: Transverse Mercator
UTM Zone: 10
UTM Map Grid is in units of Metres.

Image Source: ESRI Maxar Vivid
Image Date: 2021

Linework derived from ParcelMap BC dataset as of 2023-11-17 © Land Title and Survey Authority of British Columbia.

This is not a plan of survey. This map is illustrative only and is not to be used for defining boundaries. Administrative decisions should be based on legal documents and legal survey plans.

Legend

Proposed ATR Lands

SURVEYOR GENERAL BRANCH
BRITISH COLUMBIA REGIONAL OFFICE
1501-1138 MELVILLE ST.
VANCOUVER, BC

Natural Resources Canada | Ressources naturelles Canada

MO #2025-015

Ministre des Relations Couronne-Autochtones et des Affaires du Nord et ministre responsable de l'Agence canadienne de développement économique du Nord

Minister of Crown-Indigenous Relations and Northern Affairs and Minister responsible for the Canadian Northern Economic Development Agency

Ottawa, Canada K1A 0H4

Conditional Ministerial Order Conferring Reserve Status

Pursuant to subsection 4(1) of the *Addition of Lands to Reserves and Reserve Creation Act,* SC 2018, c 27, s 675.

I, Gary Anandasangaree, Minister of Crown-Indigenous Relations and Northern Affairs, at the request of the council of Halfway River First Nation, pursuant to subsection 4(1) of the *Addition of Lands to Reserves and Reserve Creation Act*, SC 2018, c 27, s 675, and in accordance with the Halfway River and West Moberly Treaty Land Entitlement Settlement Agreement between Halfway River First Nation, West Moberly First Nations, the Province of British Columbia and Canada and the Halfway River Lands Agreement between Halfway River First Nation, the Province of British Columbia and Canada, effective February 3, 2023, hereby set apart for the use and benefit of Halfway River First Nation as Tsaa Nuna, in the Province of British Columbia, the lands described in the attached Schedule, consisting of about 863 hectares (2,133 acres), more or less, effective on the day on which His Majesty the King in right of Canada accepts the transfer of the administration and control of the lands from His Majesty the King in right of the Province of British Columbia pursuant to the *Federal Real Property and Federal Immovables Act*, SC 1991, c 50, and *Federal Real Property and Federal Immovables Regulations*, SOR 92/502.

Dated at Gatineau, Quebec this 13 day of February 2025.

[redacted]

Minister of Crown-Indigenous Relations and Northern Affairs

Canada

. Schedule

In the Province of British Columbia
In Peace River District

All of Block A, District Lot 4513, as shown on Plan EPC2311 filed in the Crown Land Registry; a copy of said plan is recorded as Plan 112169 in the Canada Lands Surveys Records.

Lands described comprise about **863** hectares (2133 acres).

April 22, 2024

Sent via email to: prrd.fsj@prrd.bc.ca

Peace River Regional District
9505 100 St.
FORT ST. JOHN BC V1J 4N4

Attention: Brad Sperling, Chair

Dear Mr. Sperling,

Re: Proposed Reserve Creation- Halfway River First Nation
Treaty 8 Land Entitlement Shortfall Lands – Tsaa Nuna Land Selection

As you are aware, Halfway River First Nation ("Halfway River"), the Province of BC and Canada finalized the settlement of treaty land entitlement on February 3, 2023. The settlement resolves the Treaty 8 land entitlement claims of Halfway River.

Under the terms of the settlement, it is contemplated that Halfway River may apply to add provincial Crown land as reserve in accordance with, and subject to, fulfilment of the requirements of Canada's Additions to Reserves/Reserve Creation policy. These requirements include notification to local government. I acknowledge that by a letter dated July 12, 2023, the Peace River Regional District provided a letter of support to Halfway River regarding the land selection and transfer of the lands to reserve.

I am writing to inform you that Halfway River has, by way of a Band Council Resolution, submitted a request to Indigenous Services Canada (ISC) for Reserve Creation. Halfway River has requested that certain land(s), located in the Peace River Regional District be set apart as a reserve to be known as Tsaa Nuna (the "Proposed Reserve Creation") under the settlement. The lands for the Proposed Reserve Creation are surveyed provincial Crown lands described as:

In the Province of British Columbia
In Peace River District

All of Block A, District Lot 4513, as shown on Plan EPC2311 filed in the Crown Land Registry; a copy of said plan is recorded as Plan 112169 in the Canada Lands Surveys Records.

Lands described comprise about **863** hectares (2133 acres).

(The "Proposed Reserve Land")

…/2

Canada

Enclosed for your information is a map showing the approximate location of the proposed reserve.

I am pleased to know that the Peace River Regional District supports Halfway River's intention to have their shortfall and additional lands become reserve lands. Should you have any questions or wish to receive further information, I would request that you reply prior to June 6, 2024. Please send your response to me by e-mail at Kuldip.Gill@sac-isc.gc.ca, or you may contact me by phone at 604-364-1883.

Sincerely,

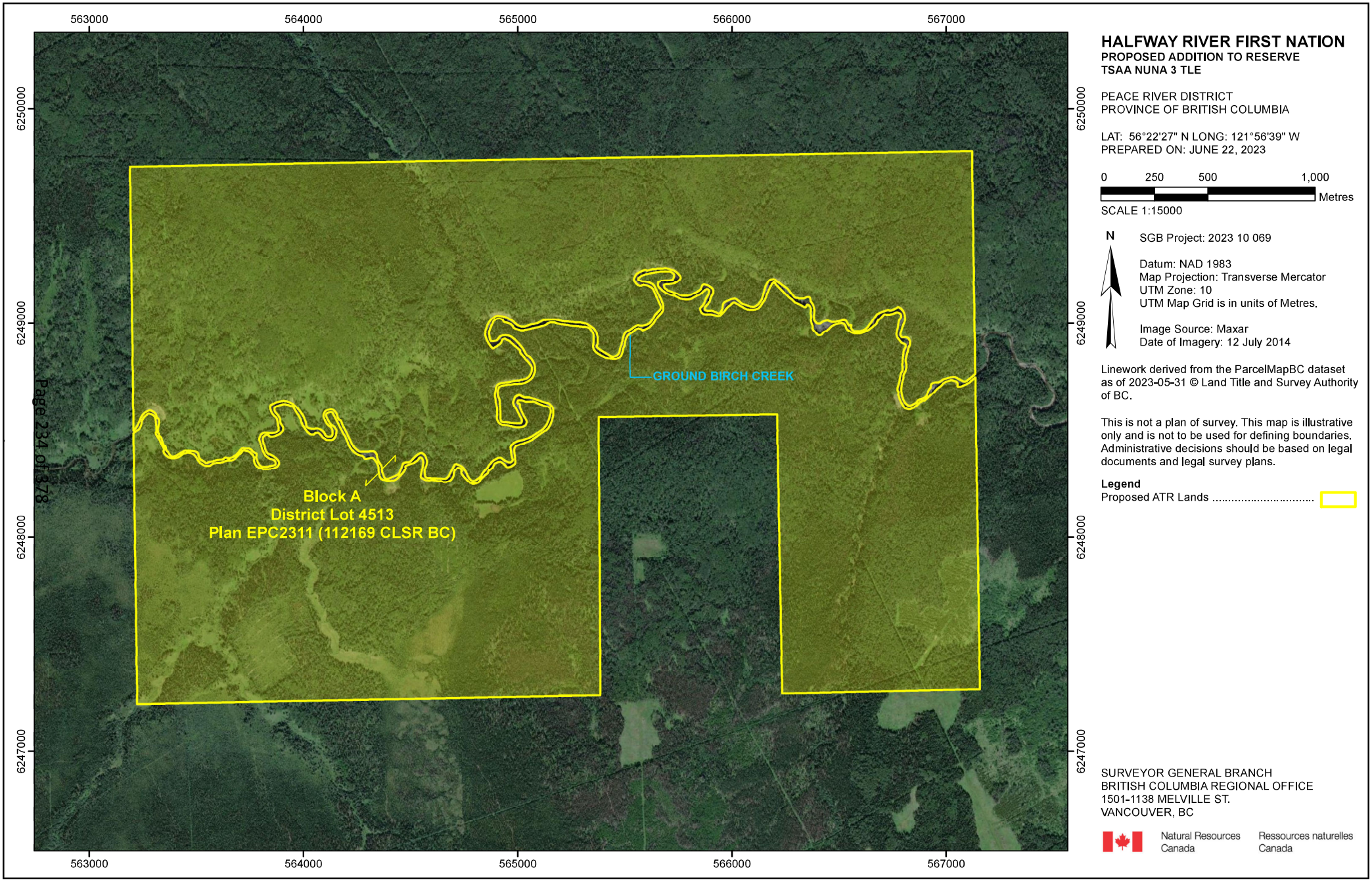
[redacted]

Kuldip Gill
Manager, Program and Project Support
Lands and Economic Development, British Columbia Region
Indigenous Services Canada
British Columbia Region
600 – 1138 Melville street
VANCOUVER BC V6E 4S3

Encl: Map showing the Lands

c.c.: Chief Darlene Hunter
Halfway River First Nation
dhunter@hrfn.ca

Christopher Devlin
Sequoia Law
Christopher@sequoialegal.ca



HALFWAY RIVER FIRST NATION
PROPOSED ADDITION TO RESERVE
TSAA NUNA 3 TLE

PEACE RIVER DISTRICT
PROVINCE OF BRITISH COLUMBIA

LAT: 56°22'27" N LONG: 121°56'39" W
PREPARED ON: JUNE 22, 2023

0 250 500 1,000
Metres
SCALE 1:15000

N

SGB Project: 2023 10 069

Datum: NAD 1983
Map Projection: Transverse Mercator
UTM Zone: 10
UTM Map Grid is in units of Metres.

Image Source: Maxar
Date of Imagery: 12 July 2014

Linework derived from the ParcelMapBC dataset as of 2023-05-31 © Land Title and Survey Authority of BC.

This is not a plan of survey. This map is illustrative only and is not to be used for defining boundaries. Administrative decisions should be based on legal documents and legal survey plans.

Legend
Proposed ATR Lands .....

SURVEYOR GENERAL BRANCH
BRITISH COLUMBIA REGIONAL OFFICE
1501-1138 MELVILLE ST.
VANCOUVER, BC

Natural Resources Canada | Ressources naturelles Canada

PEACE RIVER REGIONAL DISTRICT

July 12, 2023

File: 0400.70.12
Your File: 2550

Stephen Wallington
Devlin Gailus Watson
DGW Law Corporation
2nd Floor, 736 Broughton Street,
Victoria, BC V8W 1E1

Via email: stephen@dgwlaw.ca

Dear Mr. Wallington

Re: Letter of Support – Halfway River First Nation's TLE Land Selection and Application to Transfer the Lands into a Federal Reserve

On behalf of the Regional Board, I would like to provide you with a letter of support regarding Halfway River First Nation Treaty Land Entitlement ("TLE") selection and the subsequent transfer of those lands into reserve lands.

The Regional Board passed the following resolution at its meeting on June 29, 2023:

> *"That the Regional Board provide a letter of support to Halfway River First Nation to have their Shortfall Lands and the Additional Lands transferred to federal reserves."*

Yours truly,

Leonard Hiebert

Leonard Hiebert
Chair

c. Chief Darlene Hunter and Council, Halfway River First Nation

REPLY TO: Dawson Creek office

diverse. vast. abundant.

Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8
(250) 784-3200 (800) 670-7773 Fax: (250) 784-3201
prrd.dc@prrd.bc.ca

9505 100 St, Fort St. John, BC V1J 4N4
(250) 785-8084 Fax: (250) 785-1125
prrd.fsj@prrd.bc.ca

UBCM Union of BC Municipalities

PEACE RIVER REGIONAL DISTRICT
RECEIVED
DAWSON CREEK
JUN 3 0 2025
Referred To:
File No.:

June 23, 2025

Chair Leonard Hiebert
Peace River Regional District
Box 810
Dawson Creek, BC V1G 4H8

Dear Chair Hiebert:

Re: 2025 NCLGA Resolution(s)

UBCM is in receipt of the attached resolution(s) endorsed by your Board. Your resolution(s) received endorsement at the 2025 NCLGA Spring Convention, either by the membership, or if referred to the NCLGA Executive for their consideration.

As such, the resolution(s) will be included in UBCM Resolutions Book for the 2025 UBCM Convention in September.

Please contact Jamee Justason, Resolutions and Policy Analyst, if you have any questions about this process, email: jjustason@ubcm.ca.

Sincerely,

[redacted]

Councillor Trish Mandewo
UBCM President

Enclosure

Balanced Emissions Policies

Peace River RD

Whereas British Columbia's natural gas sector has taken significant actions to address emissions, including a 47% reduction in methane emissions from 2014 to 2021, while continuing to grow production and economic contributions;

And whereas a sectoral emissions cap would restrict upstream natural gas production, discourage investment, and shift development to jurisdictions with weaker environmental regulations, resulting in job losses and no meaningful net reduction in global emissions:

Therefore be it resolved that UBCM urge the provincial government to not implement a sectoral emissions cap and instead collaborate with industry to develop balanced, competitive emissions policies that support investment while maintaining environmental progress.

Convention Decision:

Natural Gas and Liquified Natural Gas Strategy **Fort St. John, Peace River RD**

Whereas the global energy landscape is rapidly evolving due to geopolitical shifts that are redefining energy security, trade, and competitiveness for decades to come;

And whereas British Columbia must position itself as a leader in responsible natural gas development to attract investment, create jobs, and strengthen its role as a secure supplier of low emission Liquified Natural Gas (LNG), recognizing that the transition from fossil fuels to renewable energy cannot occur overnight:

Therefore be it resolved that UBCM urge the provincial government to develop an integrated natural gas value-chain and export strategy to strengthen infrastructure and policies that support the entire value chain - from upstream production to processing and export.

Convention Decision:

Efficient Resource Permitting

Peace River RD, Fort St. John

Whereas land-use uncertainty, cumulative effects policies, and lengthy permitting timelines delay resource projects, discourage investment, and limit economic opportunities for communities across British Columbia;

And whereas an efficient and predictable permitting process is necessary to support responsible resource development while ensuring certainty for communities and industry:

Therefore be it resolved that UBCM urge the provincial government to streamline land-use and permitting processes by ensuring timely decision-making, aligning cumulative effects policies with economic priorities, and providing long-term regulatory certainty.

Convention Decision:

Industrial Electrification Expansion

Peace River RD, Fort St. John

Whereas electrification of industrial operations presents an opportunity to help meet British Columbia's climate objectives and grow British Columbia's resource sectors;

And whereas inadequate grid capacity, slow interconnection processes, and high industrial power rates are major barriers to electrification, delaying projects and increasing costs:

Therefore be it resolved that UBCM urge the provincial government to expand grid capacity, streamline interconnection processes, and ensure competitive industrial power rates to support industrial electrification.

Convention Decision:

Royal Canadian Mounted Police
Gendarmerie Royale du Canada

Detachment Commander
1230-102nd Ave
Dawson Creek, BC
V1G 4V3

Our File – Notre référence
May 2025

Peace River Regional District.
Mr DAHLEN.

Policing Report for May 2025.

The following information is provided as an update on crime statistics, police activity, and new developments within the detachment operations and administration up to and including the periods noted for calendar year to date.

DETACHMENT RESOURCE REPORTING

The Detachment is full compliment of regular RCMP Members is 31. For the Month of May, the detachment operated with the following staffing vacancies:

-1 member was light duties, working 40 hours per week, but not operational.
-0 members were off duty sick or injured.
-All 3 GIS Constable positions are now full to support frontline.
-2 members are scheduled to transfer out of Dawson Creek in June and July 2025.
-3 frontline Constable positions were vacant.
-1 new member is scheduled to graduate Saskatchewan Training Division the second week of June 2025.

CRIME TREND REPORTING

Over the period from January 1st to the end of May 2025, there were a total of 3402 calls for service. This is up from 3308 calls for service when compared to the same time period in 2024, or a increase of 3%. Of those 3402 files, 2763 of the calls for service were within the City of Dawson Creek and 638 calls for service were within the rural surrounding area, including the Village of Pouce Coupe, compared to 2626 and 682 for the same period last year.

The following trends have been outlined for the (Year to Date) period of January 1, 2025 to May 31st, 2025 pertaining to calls for service combined with pro-active investigations, enforcement, and education measures:

- Theft of vehicle
  - Year to date 2024 = 55
  - Year to date 2025 = 38 (11 in May)
  - **Decrease of 31%**
- Theft from vehicle
  - Year to date 2024 = 13
  - Year to date 2025 = 28
  - **Increase of 115%**
- Break and Enter to Residence
  - Year to date 2024 = 26
  - Year to date 2025 = 15
  - **Decrease of 42%**
- Break and Enter to Business
  - Year to date 2024 = 25
  - Year to date 2025 = 6
  - **Decrease of 76%**
- Assault/Assault with Weapon/Aggravated Assault
  - Year to date 2024 = 78
  - Year to date 2025 = 91
  - **Increase of 17%**
- Sexual Assault/Sexual Interference
  - Year to date 2024 = 19
  - Year to date 2025 = 21
  - **Increase of 10.5%**
- Drug Possession/Drug Trafficking
  - Year to date 2024 = 4
  - Year to date 2025 = 13
  - **Increase of 225%**
- Impaired Driving (alcohol and drug), 24hr Suspensions, Immediate Roadside Prohibition
  - Year to date 2024 = 32
  - Year to date 2025 = 59
  - **Increase of 84%**
- Motor Vehicle Collision
  - Year to date 2024 = 130
  - Year to date 2025 = 122
  - **Decrease of 6%**
- Theft (including shoplifting)
  - Year to date 2024 = 138
  - Year to date 2025 = 159
  - **Increase of 15%**
- Mental Health
  - Year to date 2024 = 236
  - Year to date 2025 = 320
  - **Increase of 36%**
- Unspecified Assistance files

- Year to date 2024 = 430
- Year to date 2025 = 393
- **Decrease of 9%**

Property crime and Mental health related issues remain the majority of calls for service. Unspecified Assistance files continue to take most of the day to day resources. These are the calls for service that are not related to any "offence" such as suspicious occurrence or suspicious activity reports.

Files involving members of our unhoused community.

There will be no year to date measures for dates prior to December 2024 as this is a new measure.

- Files recorded in January 2025 = 22
- Files recorded in February 2025 = 7
- Files recorded in March 2025 = 10
- Files recorded in April 2025 = 28
- Files recorded in May 2025 = 22

Dawson Creek Citizens on Patrol

Citizens on patrol have been busy putting in hours and covering many kilometers while reporting suspicious activity to the RCMP. The program is vital in assisting the RCMP with extra eyes and ears in the community. S/Sgt HUGHES continues to attend Rural Crime Watch and C.O.P.S. meetings. Cpl UITENBOSCH has also taken a leadership role in this regard and is attending meetings when S/Sgt HUGHES is not able to attend. Recruiting measures are continuing in attempt to drawn new members to the group to increase patrols and available personnel for special events. The community benefits from these efforts and is clearly reflected in the reduction of property crime events in Dawson Creek.

Violence Suppression Efforts

Dawson Creek continues to receive support from North District Major Crimes, Regional General Investigation Section, and neighbouring detachments as the need arises.

Dawson Creek local members have been engaged in an extra patrol initiative to target our repeat offenders, conduct curfew compliance checks and enforcement at known-to-police residences in our City.

Surge capacity from support units from across the Province continue to be available to respond to emergent community need.

Sincerely,
S/Sgt Rob HUGHES
NCO i/c
Detachment Commander Dawson Creek RCMP

Royal Canadian Mounted Police | Gendarmerie Royale du Canada

Detachment Commander
1230-102nd Ave
Dawson Creek, BC
V1G 4V3

Our File – Notre référence
June 2025

Peace River Regional District.
Mr. DAHLEN.

Policing Report for June 2025.

The following information is provided as an update on crime statistics, police activity, and new developments within the detachment operations and administration up to and including the periods noted for calendar year to date.

DETACHMENT RESOURCE REPORTING

The Detachment is full compliment of regular RCMP Members is 31. For the Month of June, the detachment operated with the following staffing vacancies:

-1 member was light duties, working 40 hours per week, but not operational.
-1 member is on administrative duties.
-2 members transferred out of Dawson Creek in June 2025.
-4 frontline Constable positions were vacant.
-1 new member graduated Saskatchewan Training Division the second week of June 2025 and has arrived.

CRIME TREND REPORTING

Over the period from January 1st to the end of June 2025, there were a total of 4120 calls for service. This is up from 4078 calls for service when compared to the same time period in 2024, or a increase of 1%. Of those 4120 files, 3333 of the calls for service were within the City of Dawson Creek and 786 calls for service were within the rural surrounding area, including the Village of Pouce Coupe, compared to 3244 and 834 for the same period last year.

The following trends have been outlined for the (Year to Date) period of January 1, 2025 to June 30th, 2025 pertaining to calls for service combined with pro-active investigations, enforcement, and education measures:

- Theft of vehicle
    - Year to date 2024 = 63
    - Year to date 2025 = 44
    - **Decrease of 30%**
- Theft from vehicle
    - Year to date 2024 = 19
    - Year to date 2025 = 34
    - **Increase of 79%**
- Break and Enter to Residence
    - Year to date 2024 = 30
    - Year to date 2025 = 20
    - **Decrease of 33%**
- Break and Enter to Business
    - Year to date 2024 = 29
    - Year to date 2025 = 10
    - **Decrease of 65%**
- Assault/Assault with Weapon/Aggravated Assault
    - Year to date 2024 = 99
    - Year to date 2025 = 121
    - **Increase of 22%**
- Sexual Assault/Sexual Interference
    - Year to date 2024 = 20
    - Year to date 2025 = 26
    - **Increase of 30%**
- Drug Possession/Drug Trafficking
    - Year to date 2024 = 7
    - Year to date 2025 = 16
    - **Increase of 129%**
- Impaired Driving (alcohol and drug), 24hr Suspensions, Immediate Roadside Prohibition
    - Year to date 2024 = 45
    - Year to date 2025 = 72
    - **Increase of 60%**
- Motor Vehicle Collision
    - Year to date 2024 = 157
    - Year to date 2025 = 138
    - **Decrease of 12%**
- Theft (including shoplifting)
    - Year to date 2024 = 160
    - Year to date 2025 = 188
    - **Increase of 17%**
- Mental Health
    - Year to date 2024 = 300
    - Year to date 2025 = 384
    - **Increase of 28%**
- Unspecified Assistance files
    - Year to date 2024 = 509
    - Year to date 2025 = 494
    - **Decrease of 3%**

Property crime and Mental health related issues remain the majority of calls for service. Unspecified Assistance files continue to take most of the day to day resources. These are the calls for service that are not related to any "offence" such as suspicious occurrence or suspicious activity reports.

Files involving members of our unhoused community.

There will be no year to date measures for dates prior to December 2024 as this is a new measure.

- Files recorded in January 2025 = 22
- Files recorded in February 2025 = 7
- Files recorded in March 2025 = 10
- Files recorded in April 2025 = 28
- Files recorded in May 2025 = 22
- Files recorded in June 2025 = 12

Dawson Creek Citizens on Patrol

Citizens on patrol have been busy putting in hours and covering many kilometers while reporting suspicious activity to the RCMP. The program is vital in assisting the RCMP with extra eyes and ears in the community. S/Sgt HUGHES continues to attend Rural Crime Watch and C.O.P.S. meetings. Cpl UITENBOSCH has also taken a leadership role in this regard and is attending meetings when S/Sgt HUGHES is not able to attend. Recruiting measures are continuing in attempt to drawn new members to the group to increase patrols and available personnel for special events. The community benefits from these efforts and is clearly reflected in the reduction of property crime events in Dawson Creek.

Violence Suppression Efforts

Dawson Creek continues to receive support from North District Major Crimes, Regional General Investigation Section, and neighbouring detachments as the need arises.

Dawson Creek local members have been engaged in an extra patrol initiative to target our repeat offenders, conduct curfew compliance checks and enforcement at known-to-police residences in our City.

Surge capacity from support units from across the Province continue to be available to respond to emergent community need.

Sincerely,
S/Sgt Rob HUGHES
NCO i/c
Detachment Commander Dawson Creek RCMP

PEACE RIVER REGIONAL DISTRICT

Annual Reporting Form

Facility: Tumbler Ridge Global Geopark Society **Reported by:** Manda Maggs

Date Completed: June 30 2025

Instructions: Society representative to complete this report annually. The PRRD will review and support as required.

1. Please list the amount, source and use of any third-party funding obtained by the Society.
TRGG has a 5-year fee-for-service agreement to operate the Visitor Centre, $185,000 goes towards the operations of the centre which is open year-round. These funds do not support the operations of the Geopark itself.
2. Please list the amount of surplus funds and a breakdown of surplus funds attributable to each funding source
Approximately operational $3,500 surplus was reported at year-end, the Board of Directors chose to allocate these funds to assist with the additional expenses related to the mandatory onsite UNESCO evaluation that will take place in 2026.
3. Please provide statistics on visitors and participants for each program, exhibit, and facility operated by the Society in connection with the Global Geopark, including a comparison of such statistics with the most recent prior year (if available).
Mobile exhibit: over 2,400 engagements in 5 communities across the Peace Region. Visitors from March 2024-25: 13,343 (up from 12 562 from previous year). Educational program and outreach participants totalled 3,100. Trail counter data of 14 of the most popular trails showed a total of 33,467 visitors in 2024, which includes hiking and bike trails as well as ATV and snowmobile trails. A true comparison of this data from the previous year is not a fair comparison, as many of the trail counters were not installed prior.
4. Please describe a description of events, programs, exhibits and facilities provided in connection with the Global Geopark.
Our mobile exhibit in partnership with the Tumbler Ridge Museum tours around the region attending major community events such as the Dawson Creek Fall Fair, Pemmican Days, WestMo Days, Chetwynd Chainsaw carving competition, Taylor gold panning festival, and Kiskatinaw Fall fair. In summer, we offer 4 weeks of wilderness skills and ecology workshops/camps, family-friendly celebration events such as Earth Day and National Indigenous Peoples Day, and guided hikes. In winter we hold cultural workshops such as beading, moccasin making, music performances, and educational presentations.

***For support with this please contact: community.services@prrd.bc.ca**

diverse. vast. abundant.

Traffic and Pavement Monitoring Year 9 (2024)

Prepared in accordance with

Construction Safety Management Plan: Section 5.4.12 Traffic and Pavement Monitoring

and

Appendix B: Traffic Monitoring and Mitigation Plan – Fort St. John and North Bank Area Roads

Site C Clean Energy Project

March 31, 2025

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1.0 Background

1.1 Site C Clean Energy Project

The Site C Clean Energy Project (the Project) is a hydroelectric dam and generating station under construction in northeast B.C. Construction started in July 2015 and the facility will be in service in 2024. The Project will help meet future electricity needs by providing 1,100 megawatts of dependable capacity, and producing about 5,100 gigawatt hours of energy each year — enough to power the equivalent of 450,000 homes per year. Once built, the Project will be a source of clean, reliable and cost-effective electricity in B.C. for more than 100 years.

The key components of the Project are:

- Access roads and a temporary construction bridge across the river, at the dam site.
- Worker accommodation at the dam site.
- Upgrades to 240, 269, 271 and Old Fort roads.
- The realignment of six segments of Highway 29.
- Two temporary cofferdams across the river to allow for construction of the earthfill dam.
- Two new 500 kilovolt transmission lines connecting Site C to the Peace Canyon Substation, within an existing right-of-way.
- Shoreline protection at Hudson's Hope, including upgrades to DA Thomas Road.
- An 800-metre roller-compacted-concrete buttress to enhance seismic protection.
- An earthfill dam, approximately 1,050 metres long and 60 metres high above the riverbed.
- A generating station with six generating units.
- An 83-kilometre-long reservoir that will be, on average, two to three times the width of the current river.

1.2 Traffic Assessment

The Project's Environmental Assessment assessed how the Project traffic might affect both road safety and potential delays on the local road network by segment (BC Hydro 2013a). The assessment quantified the forecasted impact of the peak year traffic for major Project components in addition to forecasted base case traffic (BC Hydro 2013b). The assessment and all associated data are found in Volume 4, Section 31 Transportation and Volume 4, Appendix B Project Traffic Analysis Report of the Site C Clean Energy Project Environmental Impact Statement.

Traffic forecasts are affected by the planned location and schedule of the Project construction activities, and results illustrate that Project traffic patterns will be different between seasons, between years and in different parts of the region due to the location and schedule of Project activities. Examples include:

- the majority of Project traffic is associated with construction and commuter traffic entering the dam site construction area on the north bank;

- there is generally expected to be more Project traffic in the summer than the winter due to the requirement to schedule some work outside of winter conditions, resulting in a larger summer workforce commuting into the site on north bank roads;
- Project traffic in the vicinity of Hudson's Hope increases during months in which construction activities for shoreline protection works and Highway 29 realignment works are active;
- Project contractors will have the option to access the dam site from the north or south bank over the temporary construction bridge across the Peace River within the dam site;
- Private vehicles are not permitted within the dam site or over the temporary construction bridge across the Peace River, therefore no changes to public traffic patterns are forecast as a result of the Project;
- Project plan changes since the Assessment with potential impacts on road use:
    - Peace River Hydro Partners has decided that the majority of the riprap from West Pine Quarry will be transported by rail and as such, large scale road mitigation measures including the Project Access Road are unnecessary;
    - Materials and equipment transport for the worker accommodation will come from the north bank roads.

1.3 Traffic Monitoring

Traffic monitoring is described in two locations in the Construction Safety Management Plan:

- Construction Safety Management Plan: Section 5.4.12 Traffic and Pavement Monitoring (BC Hydro, 2017a) and
- Appendix B: Traffic Monitoring and Mitigation Plan – Fort St. John and North Bank Area Roads (TMMP) (BC Hydro, 2017b)

The schedule for traffic monitoring during Year 9 of Project construction is shown in Table 4.

The TMMP was developed by BC Hydro with the City of Fort St. John (City) to describe monitoring that will occur within and near the City, conditions that may trigger the need for additional mitigation measures, and to assess potential mitigation measures.

In addition to monitoring seven locations forecasted to be used by Project traffic, BC Hydro is also providing raw count data for one additional intersection of interest to the City at 100th Avenue at West Bypass Road. In previous years, the data for this one intersection has been provided directly to the City for their purposes however the data was unavailable this year due to equipment failure.

Section 4.1.2 of the TMMP describes that in the first 12 months of the Project, turning movement counts at the intersections listed below would occur quarterly to provide seasonal traffic information useful for future construction years. Future years would include annual monitoring until the year before the anticipated peak year of traffic when quarterly monitoring would begin again. Year 5 was the anticipated peak year of traffic; thus, quarterly monitoring was conducted with subsequent years returning to annual monitoring activities.

BC Hydro also collected pre-construction baseline intersection data in 2014-2015. The methodology and results of this data collection were provided in the Traffic and Pavement Monitoring Report (January 22, 2016).

1.4 Pavement Monitoring

Pavement monitoring is described in the Construction Safety Management Plan: Section 5.4.12 Traffic and Pavement Monitoring. Pre-construction baseline pavement monitoring was conducted in summer 2014 by the Ministry of Transportation and Transit (MoTT). Construction phase pavement monitoring by MoTT was completed every other year in the summer/fall, with events in 2016, 2018, 2020, 2022 and 2024. The results of the monitoring are retained by MoTT and are not included in the results of this report.

BC Hydro and MoTT have an agreement for BC Hydro to pay the reasonable costs associated with pavement surveys that are in addition to MoTT's normal monitoring program. Given that the Project has moved into the Operations phase, the enhanced pavement monitoring program was concluded in 2024.

1.5 Project Activities During Monitoring Period

Year 9 of Project construction: dam site construction works continued including removal of the cofferdam, as well as diversion tunnel conversion and closure. Activities in work areas away from the dam site decreased significantly.

The following Project activities occurred during Year 9 of construction at or in the vicinity of the dam site, as well as away from the dam site:

1. Between August 2023 and October 2024, there was a monthly average of 3,405 total workers. The monthly average for total PRRD residents is 572 or 22%.

2. On August 25, 2024, BC Hydro began the 11-week process of filling the Site C reservoir concluding on November 7, 2024.

3. On October 28, 2024, the first of six generating units on the Site C project came into operation.

1.5.1 Project Workforce

BC Hydro collected workforce information since the start of the Project. Workforce information regarding the number of PRRD residents was captured between August 2023-October 2024 and is displayed in Table 1 below. The date range, in typical years ending in July, now extends to October 2024 to reflect when the first generating unit came into service (October 28, 2024).

Based on the data available, the Project has a high number of local hires (e.g. workers who are primary residents of the PRRD). While local workers may commute daily to the site because they are predominately existing PRRD residents, they are likely people who would be on the road to work in the region anyway. Their route may have changed but the volume of traffic

would not have increased along main routes such as Highway 97 due to the Project.

Table 1- Project Workforce from August 2023 – October 2024

Reporting Period (Month)	Total Workforce	Construction and Environmental Contractors Workforce Numbers (Onsite Workforce)	# of PRRD Primary Residents of Onsite Workforce	% of PRRD Primary Residents of Onsite Workforce
August 2023	5,808	4,949	985	20%
September 2023	5,442	4,584	904	20%
October 2023	4,903	4,059	892	22%
November 2023	4,302	3,465	828	24%
December 2023	3,153	2,365	638	27%
January 2024	2,518	1,733	436	25%
February 2024	2,721	1,942	446	23%
March 2024	2,801	2,043	411	20%
April 2024	2,808	2,084	411	20%
May 2024	2,986	2,256	437	19%
June 2024	2,953	2,217	463	21%
July 2024	2,993	2,253	497	22%
August 2024	2,766	2,026	454	22%
September 2024	2,542	1,803	383	21%
October 2024	2,379	1,691	402	24%

Source: BC Hydro 2023-2024 https://www.sitecproject.com/document-library/employment- statistics

Note: Based on survey samples in fall 2019, approximately 38% of workers who are residents of the PRRD were existing residents prior to taking up work on the Project. As these workers were pre-existing residents, their employment on the Project has not resulted in a change in regional population.

2.0 Traffic Performance Monitoring

2.1 Monitoring Period and Locations

The Construction Safety Management Plan and the TMMP identify the intersections and frequency for traffic data collection. In accordance with the Plans, Table 2, Table 3 and Table 4 show the data collection schedule for Project construction. Project "Years" start on July 27th and continue until July 26th of the following year.

Within each monitoring period, data collection dates are selected to avoid holiday weeks, weekends or short-term road works to avoid their possible influences on normal traffic patterns.

Table 2 - Quarterly Monitoring Periods

Q1	January - February
Q2	April - May
Q3	July - August
Q4	October - November

Table 3 - Quarterly Traffic Performance Monitoring Schedule (Year 1, Year Prior to Peak, and Peak Year)

		Project Year 1			
Road Corridor	**Intersection**	**Q4**	**Q1**	**Q2**	**Q3**
Hwy 29	Canyon Drive / Beattie (Hwy 29)			1	
Hwy 29	Hwy 29 (Canyon Drive) / Clarke Road			1	
Hwy 97	Hwy 97 / 269 Rd (Year 1 Only)[1]			1	
Hwy 97 N	Hwy 97 / Old Fort Road	1	1	1	1
Hwy 97 N	Hwy 97 / 100 Street	1	1	1	1
Hwy 97 N	Hwy 97 / 85th Avenue	1	1	1	1
Hwy 97 S	Hwy 97 / Hwy 29 (Chetwynd)			1	
Jackfish Lake Road	Hwy 29 / Jackfish Lake Road			1	
NB Roads	Old Fort Road / 85th Avenue	1	1	1	1
NB Roads	85th Avenue / 100th Street	1	1	1	1
NB Roads	Dam Site Entrance – Gate B	1	1	1	1
NB Roads	Dam Site Entrance – Gate D[2]	1	1	1	1
NB Roads	Hwy 97 / 86th Street	1	1	1	1
NB Roads	100th Avenue / West Bypass	1	1	1	1

Note 1: In addition to the intersections listed in the TMMP, data was also captured for Highway 97 at 269 Rd in April 2016 because of road improvements. These improvements were completed summer 2017 and this intersection was included in any future years.
Note 2: Gate A was renamed to Gate D in 2016.

Table 4 - Project Year 9 Intersection Function Monitoring Schedule (Year Post Peak Year)

		Project Year 9			
Road Corridor	**Intersection**	**Q4**	**Q1**	**Q2**	**Q3**
Hwy 29	Canyon Drive / Beattie (Hwy 29)			1	
Hwy 29	Hwy 29 (Canyon Drive) / Clarke Road			1	
Hwy 97 N	Hwy 97 / Old Fort Road			1	
Hwy 97 N	Hwy 97 / 100th Street			N/A	
Hwy 97 N	Hwy 97 / 85th Avenue			N/A	
Hwy 97 S	Hwy 97 / Hwy 29 (Chetwynd)			1	
Jackfish Lake Road	Hwy 29 / Jackfish Lake Road			1	
NB Roads	Old Fort Road / 85th Avenue			1	
NB Roads	85th Avenue / 100th Street			N/A	
NB Roads	Dam Site Entrance – Gate B			1	
NB Roads	Dam Site Entrance – Gate D[1]			1	
NB Roads	100th Avenue / West Bypass			N/A	

Note 1: Gate A was renamed to Gate D in 2016.
Note 2: Hwy 97 at 86th Avenue intersection function data gathering ceased after Year 1 of construction as traffic lights have been installed at the intersection.
Note 3: Analysis was not completed at the intersections listed as N/A due to incomplete data capture in Year 9.

2.2 Summary of Results

Please see Appendix A for the full Year 9 traffic performance monitoring program methodology and results completed in accordance with Section 4.1.2 of the TMMP. Traffic performance monitoring is carried out for all intersections identified in the TMMP and the four regional intersections in Hudson's Hope and Chetwynd.

Summary and Conclusion

In light of the findings of this study, the following is concluded:

- None of the thresholds identified in the TMMP have been exceeded and as such no additional mitigation measures are planned.

Year 9 Traffic Volumes

- Hudson's Hope Intersections |
    - When compared to the baseline, there was a general increase (15%-40%) in the traffic volumes at both study intersections in Year 9 Construction during both peak hours, except at Canyon Drive and Clarke Avenue which had a decrease of -6% during the AM peak.
    - Traffic volumes decreased during the AM peak and remained similar (±5%) in the PM peak when comparing Year 8 to Year 9 Construction.

- Chetwynd Intersections |
    - When compared to the baseline, there was a general increase in the traffic volumes at both study intersections in Year 9 Construction during both peak hours.
    - The peak for Year 9 Construction at all intersections decreased from Year 8 volumes, except Highway 29 and Jackfish Lake Road increased 16% from Year 8 in the AM Peak.

- Fort St. John Intersections |
    - Traffic volumes at the study intersections saw a general increase during both AM and PM peak hours when comparing the Year 9 Construction to the baseline.
    - The intersection of 85 Avenue and Old Fort Road experienced large increases in Year 9 Construction traffic compared to the baseline, in the order of 84% in the AM Peak and 116% in the PM peak.
    - When compared to Year 8 Construction, the Year 9 Construction volumes experienced minor changes (0% to 9%) at Old Fort Road / 100 Avenue, and a somewhat significant decrease at the 85 Avenue and Old Fort Road intersection (-23% to -41%).

Year 9 Study Intersection Peak Hours

Morning Peak Hour

- It was identified that the construction traffic peaked at a different time compared to typical commuter traffic during the AM peak period for most study intersections. Commuter traffic volumes at the study intersections peaked between 7:45 AM and 8:45 AM or 7:15 AM to 8:15 AM while construction activities recorded at Gate B and Gate D (269 Road entrance) peaked earlier, between 6:15 AM and 7:30 AM.
- The peak hour timing at 85 Avenue and Old Fort Road in Fort St. John aligned with the Gate Peak hours at 6:15-7:13 AM.
- Highway 97 and Old Fort Road in Fort St. John peaked later than the gates, between 7:45-8:45 AM.
- Intersections in Hudson's Hope peaked earlier than Fort St. John and Chetwynd, with Canyon Drive, Highway 29 and Beattie Drive peaking at 7:15-8:15 AM. Although Highway 29 and Clarke Avenue shows a higher traffic volume at this time, the morning peak is still 7:45-8:45 AM.
- Intersections in Chetwynd peaked later, from 7:45-9:00 AM.

Afternoon Peak Hour

- Construction volumes at Gate B and Gate D / 269 Road Entrance peak activities did not coincide with commuter traffic peak traffic volumes, except for 85th Avenue and Old Fort Road.

Year 9 Traffic Operational Analysis

- All movements operate at Level of Service (LOS) C or better during the AM peak hour for Year 9 Construction.
- All movements operate at LOS C or better during the PM peak hour for Year 9 Construction, except for the eastbound left turn movement at the intersection of Highway 97 and Old Fort Road / 100 Avenue which operates at LOS D and experiences a one LOS degradation compared to background conditions. Therefore, it would not constitute an operational deficiency.
- For all movements, 95th percentile queue lengths do not exceed the available storage during the AM peak hour for Year 9 Construction. During the PM peak hour, the 95th percentile queue length exceeds the storage length only for the shared eastbound through-right movement at the intersection of Highway 97 and Old Fort Road / 100 Avenue. However, the average queue length for this movement does not exceed the available storage length.

2.3 Conclusions

Based on the findings of this study, the following is concluded:

- Based on the traffic operational analysis for the construction year (Year 9), no operational deficiencies are observed for either of the AM or PM peak hours.
- Additionally, monitoring indicated that construction traffic increased queue lengths for some of the movements at the study intersections resulting in 95th percentile queues for those movements to exceed the storage lengths. However, the average queue lengths did not exceed the storage lengths at any of the study intersections.
- Given the Site C project construction has now finished, there are no further recommendations for mitigation measures at any of the intersections.

3.0 Road Safety Monitoring Program

In accordance with the TMMP, collision data for the monitoring period of August 2023 to July 2024 was requested from ICBC to allow WSP time to complete the road safety monitoring program for Year 9(A).

In addition, ICBC provided collision data for August 2024 to October 2024 to align with the inundation of the Site C reservoir and the first generating unit in service; this data is reflected as Year 9(B).

The collision data was received from ICBC on February 28, 2025.

3.1 Monitoring Period and Locations

Study years:

- Year 9(B) Construction collision review from August 1, 2024 to October 31, 2024;
- Year 9(A) Construction collision review from August 1, 2023 to July 31, 2024;
- Year 8 Construction collision review from August 1, 2022 to July 31, 2023;
- Year 7 Construction collision review from August 1, 2021 to July 31, 2022;
- Year 7 Construction collision review from August 1, 2020 to July 31, 2021;
- Year 6 Construction collision review from August 1, 2019 to July 31, 2020;
- Year 6 Construction collision review from August 1, 2018 to July 31, 2019;
- Year 3 Construction collision review from August 1, 2017 to July 31, 2018;
- Year 2 Construction collision review from August 1, 2016 to July 31, 2017;
- Year 1 Construction collision review from August 1, 2015 to July 31, 2016
- Previous collision history August 1, 2010 to July 31, 2015

Study intersections in Fort St. John:

- 85th Avenue and Old Fort Road,
- Highway 97 and Old Fort Road,
- Highway 97 and 100th Street,
- Highway 97 and 85th Avenue, and
- 85th Avenue and 100th Street.

3.2 Summary of Results

Please see Appendix B for the full Year 9(A) and Year 9(B) road safety monitoring program methodology and results completed in accordance with section 4.2.2 of the TMMP. Road safety monitoring is carried out for the intersections identified in the TMMP as they would be the most likely to experience a change due to the Project due to their proximity to the dam site and anticipated vehicle routings. It is not completed for the four regional intersections in Hudson's Hope and Chetwynd due to their distance form the Project and the results of the environmental assessment.

The results from the road safety monitoring program are summarized below:

Table 5 below shows the pre-construction and benchmark annual average collision rates against the number of collisions in both Year 9(A) and Year 9(B) for both total and severe collisions at each of the study intersections. At intersections which have exceeded the benchmark, the section following Table 5 provide more context as to whether the Site C Project has affected road safety at these intersections.

Table 5 - Project Year 9 Intersection Function Monitoring Schedule (Year Post Peak Year)

Intersection	Collision Rates (per year)									
	Pre-Construction Average		BENCHMARK Pre-Construction Average +10%		Year 9(A)		BENCHMARK Pre-Construction Average +10%		Year 9(B)	
	Total	Severe	Total	Severe	Total	Severe	Total	Severe	Total	Severe
Highway 97 / Old Fort Road	19.2	7.4	21.1	8.1	22	8	5.3	2.0	4	2
85th Avenue / Old Fort Road	0.4	0.0	0.4	0.0	0	0	0.1	0	0	0
Highway 97 / 100th Street	17.6	5.0	19.4	5.5	10	2	4.8	1.4	2	1
Highway 97 / 85th Avenue	5.0	1.2	5.5	1.3	4	2	1.4	0.3	2	0
85th Avenue / 100th Street	1.2	0.6	1.3	0.7	3	0	0.3	0.2	0	0

Highway 97 and Old Fort Road

The intersection of Highway 97, Old Fort Road and 100 Avenue had markedly less collisions during most of the construction than in the pre-construction period, except in Year 9(A), with Year 9(A) collision frequencies similar to the benchmarks (slightly higher for total collisions and slightly lower for severe collisions). As such, the Site C project had no significant negative effects on road safety at this intersection. Notable changes in Year 9(A) and Year 9(B) compared to other years in the time of day and month of year graphs include:

- Year 9(B) had a higher proportion of undetermined collision configurations (25%) than other years. However, there were only 4 collisions in Year 9(B), so this only represents 1 collision.
- Year 9(A) had more collisions in the 12:00PM – 17:59PM period than pre-construction period. This could be due to slightly higher volumes at the intersection during the PM peak than in some other years.
- Year 9(A) had more collisions in January (5 total) than is typical. Much lower temperatures were recorded in Fort St. John in January 2024 than typical, so it is likely that severe Winter conditions may have resulted in an increased number of collisions at this intersection in Year 9(A) particularly in January.

85th Avenue and Old Fort Road

The intersection of 85 Avenue and Old Fort Road has a small number of collisions, such that it is difficult to draw meaningful conclusions from the analysis, especially considering the rare and random nature of crashes. For instance, the benchmark of the pre-construction annual average collision frequency + 10% is set at 0.4 total crashes per year, such that even one collision per year would exceed the benchmark and comparing the collision configuration proportions from one year to the next and against the pre-construction period is far less meaningful when there is only about one crash each year. However, two key patterns can be observed from the analysis nonetheless:

- There were no severe collisions at all during the construction period, which is consistent

with the pre-construction period. This is important, as severe collisions are those where people are injured, while the total collisions also include property damage only crashes. As such, no collisions at this intersection during the study period resulted in injuries.

- The time of year pattern with more collisions in October-December months during construction is consistent with the pre-construction period, showing that this pattern is likely due to other factors aside from the increased traffic volumes in some years. Several other likely explanations for increased collisions during these months are the change in weather conditions from Fall to Winter resulting in increased ice on the road in relation to the timing at which drivers install Winter tires on their vehicles, and the change in natural lighting conditions with more travel in the dark.

Highway 97 and 100th Street

The intersection of Highway 97 and 100 Street had fewer total collisions per year (15.7) during construction compared to the benchmark pre-construction average + 10% (19.4), and similar quantities of severe collisions per year (5.6) than during pre-construction average + 10% (5.5). While the average annual severe collision frequency is higher during construction than the benchmark, this is not concerning as crashes are rare and random events and the difference between the benchmark and the during-construction average is not sufficiently different to conclude the construction influenced road safety at this intersection.

From the collision configuration proportions, Year 9(A) had a higher proportion of side impacts and fewer rear-end collisions; however, there were markedly less collisions overall in Year 9(A) such that a change in collision configuration proportions is not unexpected. From the time of day and time of year graphs, there are no unusual patterns in either Year 9(A) or Year 9(B) in comparison to previous years either before or during construction.

Highway 97 and 85th Avenue

For Year 9(A) the total collisions for the year were below the benchmark, but the severe collisions for the year were slightly above the benchmark. The benchmark for severe collisions is set at 1.3 collisions per year, such that having two severe collisions in any one year would flag. However, this is a low number and it is more likely that the rare and random nature of collisions is driving the increase in Year 9(A) than any particular road safety issue. Additionally, the background volumes at this intersection appear to be increasing, which could contribute to an increase in collisions over time which is not captured in the setting of the performance benchmark.

For Year 9(B), total collisions for the quarter were slightly above the benchmark, which is also more likely to signify the rare and random nature of collisions than a particular safety issue as the benchmark is set at 1.4 collisions per quarter and two collisions occurred in Year 9(B). Other notable trends include:

- In Year 9(A), there are two collisions in the period 6:00PM – 8:59PM, with neither the pre-construction nor other construction years showing this pattern. However, two collisions are a low number and this does not suggest any particular trend.
    - Year 9(A) had two collisions in October and Year 9(B) had two collisions in August, both of which were above the typical monthly collision frequencies. As per the previous point, two collisions are a low number and do not suggest a trend.

85th Avenue and 100th Street

The intersection of 85 Avenue and 100 Street has a small number of collisions, such that it is difficult to draw meaningful conclusions from the analysis, especially considering the rare and random nature of crashes. For instance, the benchmark of the pre-construction annual average severe collision frequency + 10% is set at 0.7 collisions per year, such that even one collision per year would exceed the benchmark. Additionally, comparing the collision configuration proportions from one year to the next and against the pre-construction period is far less meaningful when there are only about one or two collisions each year.

Given the low incidence of collisions at this intersection and the consistent patterns in terms of dominant collision configuration types, time of day and month of year when comparing the pre-construction and construction periods, it appears that the Site C project has had no significant effects on road safety at this intersection.

3.3 Conclusions

Based on the review of the ICBC collision data for Year 9(A) and 9(B) of the Project, WSP has the following observations relating to the collision monitoring for the project.

- There were three intersections where the collision frequency during Year 9(A) or Year 9(B) exceeded the benchmark; however, all three intersections have likely explanations outside of the Site C Project's control as to why the benchmark was exceeded:
    - At the intersection of Highway 97 and Old Fort Road, 22 total collisions occurred in Year 9(A) with an annual benchmark of 21.1 collisions. The collision frequency is sufficiently close to the benchmark that the exceedance is not representative of a particular safety issue.
    - At the intersection of Highway 97 and 85 Avenue, there were two total collisions in Year 9(B) with a quarterly benchmark collision frequency of 1.4 collisions, and two severe collisions in Year 9(A) with a benchmark of 1.3 collisions per year. Similarly, the difference between the observed collision frequency and the benchmark is not enough to indicate a safety issue.
    - At 85 Avenue and 100 Street, there were 3 total collisions in Year 9(A) with a benchmark of 1.3 collisions per year. Both the total collisions and the benchmark at this intersection are low, such that one or two collisions in any year would exceed the benchmark. Given the rare and random nature of collisions, it is unlikely that a benchmark exceedance is reflective of any decrease or improvement in safety at this intersection.
- Based on the reasons above for benchmarks being exceeded, WSP concludes that the Site C project has not had any negative impacts on the road safety at any of the study intersections in Years 9(A) and 9(B) of the construction period.
- Given the Site C project construction has now finished, there are no further recommendations for mitigation measures at any of the intersections.

4.0 Road Safety Mitigation – Road Safety Audits

Under Section 5.2 of the TMMP it states, “BC Hydro proposes to complete an in-service road safety audit after road upgrades are complete at the intersections of:

1. 85th Avenue and Old Fort Road
2. 240 Road and 269 Road
3. 85th Avenue and 100th Street

Public road improvements to 240 Road and 269 Road were substantially completed in fall 2016. Upgrades to Old Fort Road and 271 Road were completed in 2017. At the time of the report, no road safety audit has been completed.

5.0 Program Next Steps

5.1 Traffic Technical Working Group

BC Hydro coordinated a Traffic Technical Working Group meeting with representatives from MoTT, Fort St. John and the PRRD to participate in a review of annual results. The meetings to discuss each year’s report were held annually from 2017 to 2021, however due to no exceedances of the thresholds identified in the TMMP being reported, the representatives recommended and endorsed the conclusion of the working group.

6.0 References

BC Hydro. 2013a. *Site C Clean Energy Project Environmental Impact Statement: Section 31 Transportation.* Vancouver, BC.

BC Hydro. 2013b. *Site C Clean Energy Project Environmental Impact Statement: Volume 4, Appendix B: Project Traffic Analysis.* Vancouver, BC.

BC Hydro. 2017a. *Construction Safety Management Plan: Section 5.4 Traffic Management Plan.* Vancouver, BC.

BC Hydro. 2017b. *Construction Safety Management Plan, Appendix B: Traffic Monitoring and Mitigation Plan – Fort St. John and North Bank Area Roads.* Vancouver, BC.

BC Hydro 2023-2024. Employment Statistics. Vancouver BC. Available at: https://www.sitecproject.com/document-library/employment-statistics. Accessed. March 24, 2025.

Appendix A. Year 9 Traffic Performance Monitoring Program

2025-03-26

Confidential

File: CA-WSP-16M0177806

Site C Clean Energy Project
BC Hydro & Power Authority

Attention: Ben Rauscher, Project Manager – Community and Social Mitigation Manager

Dear Ben,

Reference: Year 9 (2023-2024) Traffic Performance Monitoring Program – Transportation Review
Site C Clean Energy Project – Fort St. John, BC

INTRODUCTION

We are pleased to provide the following letter report outlining the results and findings for the Year 9 (2023-24) Construction Traffic Monitoring Program for the Site C Clean Energy Project (the Project). Construction started in July 2015 and became operational in 2024.

As part of the Site C Clean Energy Project's Environmental Impact Statement (EIS), BC Hydro developed the Construction Safety Management Plan: Section 5.4.12 Traffic and Pavement Monitoring and the Traffic Monitoring and Mitigation Plan (TMMP) that form the framework for studying the potential effects that an increase in vehicle traffic during construction on the regional road network may have on traffic performance.

As part of the Traffic Monitoring and Mitigation Plan (TMMP) program, BC Hydro committed to providing on-going traffic performance monitoring efforts at the defined intersections in Chetwynd, Hudson's Hope, Fort St. John, and the Peace River Regional District (PRRD) at regular periods throughout Project Construction. The data collection program is scheduled to be completed quarterly for the dam site at Gate B and Gate D (269 Road entrance) and annually for typical construction years at the defined intersections while the following years were proposed to be conducted quarterly for the horizons:

- First year (Construction Year 1);
- The year prior to the peak year (Construction Year 4); and,
- The peak year of construction (Construction Year 5).

The data collection program was completed at the study intersections as well as at the gates. One intersection count was conducted at the study intersections in Chetwynd, Hudson's Hope and Fort St. John. Data at the gates were collected quarterly for Year 9 Construction, as required. This letter report summarizes the results of the Year 9 Construction Traffic Performance Monitoring Program identifying characteristics and operations of traffic patterns at the study intersections between August 2023 and August 2024.

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METHODOLOGY

In order to satisfy the monitoring program, WSP completed the following work program:

Study Horizon Years:

- Year 9 Construction (August 2023 to August 2024)

Study Scenarios:

- June 2024 (intersections in Chetwynd, Hudson's Hope and Fort St. John)
- November 2023, February 2024, May 2024, August 2024 (Gates B and D)

Study Periods:

- Weekday AM peak (6:00 AM to 9:00 AM)
- Weekday PM peak (15:30 PM to 18:30 PM)
- 24 hours (Gate B and Gate D only)

Study Area Intersections:

- Learmonth Street / Beattie Drive and Canyon Drive – Hudson's Hope
- Canyon Drive and Clarke Avenue – Hudson's Hope
- Highway 29 / 50th Street and Highway 97 – Chetwynd
- Highway 29 and Jackfish Lake Road – Chetwynd
- Highway 97 and Old Fort Road / 100 Avenue – Fort St. John
- Highway 97 and 100 Street – Fort St. John
- Highway 97 and 85 Avenue / 92A Street – Fort St. John
- Old Fort Road and 85 Avenue – Fort St. John
- 100 Street / 265 Road and 85 Avenue – Fort St. John
- Site Access Gate D (269 Road entrance) – PRRD
- Site Access Gate B – PRRD
- Reviewed traffic data provided by BC Hydro
- Reviewed the signal timing plans for the signalized study intersections from the British Columbia Ministry of Transportation and Infrastructure (Ministry).

Assessed traffic operations:

- Reviewed existing transportation network and identified changes, if any;
- Analyzed intersection operations for Background Forecast scenarios (no Site C construction) using the estimated 2022 and 2023 baseline volumes;
- Analyzed intersection operating conditions for Total Forecast scenarios (Site C Construction) based on the traffic data provided, using Synchro 11 to evaluate operating parameters, including level of service (LOS), volume-to-capacity ratio (v/c ratio), and queuing (95th percentile queues) at the study intersections.
- The results of the traffic analysis were compared against thresholds at which mitigation measures could be considered for implementation. As indicated in the TMMP, the thresholds are:
- Left-turn and right-turn queue lengths that exceed the available storage; and
- Delays that result in vehicles experiencing a degradation of two levels of service or more (relative to service levels associated with no project traffic).

If these thresholds are exceeded, then additional traffic observations or counts would be taken at the location(s) of concern to confirm that the reduction in traffic performance is frequent and continuous, and not just periodic.

Intersections that experience traffic performance that reaches / exceeds these thresholds would be considered for mitigation and mitigation measures will be proposed.

FINDINGS

Study Road Network

Traffic data at the study area intersections in Hudson's Hope, Chetwynd, Fort St. John and the PRRD was collected using Miovision Scout video collection units during the weekday AM peak (6:00 AM – 9:00 AM) and PM peak (3:30 PM – 6:30 PM) periods. **Table 1** identifies the gate counts, study intersections and traffic data collection periods for Year 9 of the Project Construction.

Three of the five study intersections in Fort St. John did not have traffic data collected in May-August 2024, due to a member of the public tampering with the cameras during the traffic data collection. As such, no traffic data is available at the following intersections in Fort St. John for the Year 9 construction period:

- Highway 97 and 100 Street
- Highway 97 and 85 Avenue
- 85 Avenue and 100 Street

Table 2 describes the study road network. **Figure 1, Figure 2,** and **Figure 3** illustrate the laning configuration of the study roadway network.

Table 1 | Year Traffic Count Locations and Data Collection Periods

Intersection	Year 1				Year 2				Year 3				Year 4				Year 5				Year 6				Year 7				Year 8				Year 9			
	Nov 15	Feb 16	Apr 16	Jul 16	Oct 16	Feb 17	May 17	Jul 17	Oct 17	Feb 18	Apr* / May 18	Jul 18	Oct / Nov 18	Jan 19	Apr* / May 19	Aug 19	Dec 19	Jan 20	Apr* / May 20	Jul 20	Nov / Dec 20	Feb / Mar 21	May 21	Aug 21	Nov 21	Mar 22	May[#] 22	Aug 22	Nov 22	Feb 23	Jun[t] 23	Aug 23	Nov 23	Feb 24	May 24[&]	Aug 24
Learmonth Street / Beattie Drive and Canyon Drive (Hudson's Hope)	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--
Canyon Drive and Clarke Avenue (Hudson's Hope)	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--
Highway 29 and 50th Street / Highway 97 (Chetwynd)	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--
Highway 29 and Jackfish Lake Road (Chetwynd)	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--
Highway 97 and Old Fort Road / 100 Avenue (Fort St. John)	✓	✓	✓	✓	--	--	✓	--	--	--	✓	--	✓	✓	✓	✓	✓	✓	✓	✓	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--
Highway 97 and 100 Street (Fort St. John)	✓	✓	✓	✓	--	--	✓	--	--	--	✓	--	✓	✓	✓	✓	✓	✓	✓	✓	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✗	--
Highway 97 and 85 Avenue / 92A Street (Fort St. John)	✓	✓	✓	✓	--	--	✓	--	--	--	✓	--	✓	✓	✓	✓	✓	✓	✓	✓	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✗	--
Old Fort Road and 85 Avenue (Fort St. John)	✓	✓	✓	✓	--	--	✓	--	--	--	✓	--	✓	✓	✓	✓	✓	✓	✓	✓	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✓	--
100 Street / 265 Road and 85 Avenue (Fort St. John)	✓	✓	✓	✓	--	--	✓	--	--	--	✓	--	✓	✓	✓	✓	✓	✓	✓	✓	--	--	✓	--	--	--	✓	--	--	--	✓	--	--	--	✗	--
Site Access Gate D (PRRD)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Site Access Gate B (PRRD)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Note: *Traffic Counts for intersections in Fort St. John were performed in late April. [t] Traffic Counts at Highway 97 and 85 Avenue in Fort St John were recorded in July in 2023 and at Gates B and D in May 2023. [#]Traffic counts at Gates B and D were recorded in June 2022. [&]Traffic counts were trecorded in May in Hudsons Hope, June in Chetwynd, and July in Fort St John.

Table 2 | Road Network Characteristics

Street	Street Classification	Function	Laning	Land Access
Highway 29 (Hudson's Hope)	Highway	Carries regional traffic connecting surrounding communities	North of Canyon Drive: 2 lanes undivided; unsignalized control South of Canyon Drive: 4 lanes undivided; unsignalized control	- Primarily serves commercial areas with connection to road systems that serve the general community and residential areas. - Direct vehicle access is provided.
Highway 97 (Chetwynd)	Highway	Carries regional traffic connecting surrounding communities	2 lanes; signal control at most major intersections	- Primarily serves commercial and industrial areas. - Direct vehicle access is limited.
Highway 29 (Chetwynd)	Highway	Carries regional traffic connecting surrounding communities	Mostly 2 lanes, some sections also have between 3 to 4 lanes and raised or striped medians; signal control at most major intersections	- Primarily serves commercial and industrial areas with connection to road systems that serve the general community, and residential, and commercial areas. - Direct vehicle access is limited.
Highway 97 (Fort St. John)	Highway	Carries regional traffic connecting surrounding communities	4 lanes with isolated raised medians and turning lanes at most intersections; signal control at most major intersections	- Primarily serves service commercial and light industrial areas. - Direct vehicle access is limited.
Old Fort Road	Collector	Services both traffic mobility and land service; Provides connection between local and major roadways	2 lanes; unsignalized control	- Primarily serves service commercial and light industrial areas. - Direct vehicle access is provided.
100 Street	Arterial	Accommodates medium to high traffic demands for local and regional traffic; connects between neighbourhoods and community to regional thoroughfares; limited access	North of Highway 97: 4 lanes with turning lanes and parking on both sides of the road; signal control at major intersections. South of Highway 97: 2 lanes; unsignalized control	- Primarily serves service commercial and light industrial areas. - Direct vehicle access is provided.
85 Avenue	Collector	Services both traffic mobility and land service; Provides connection between local and major roadways	2 lanes; unsignalized control	- Primarily serves service commercial and light industrial areas. - Direct vehicle access is provided.

Figure 1 | Laning Configuration (Fort St. John)

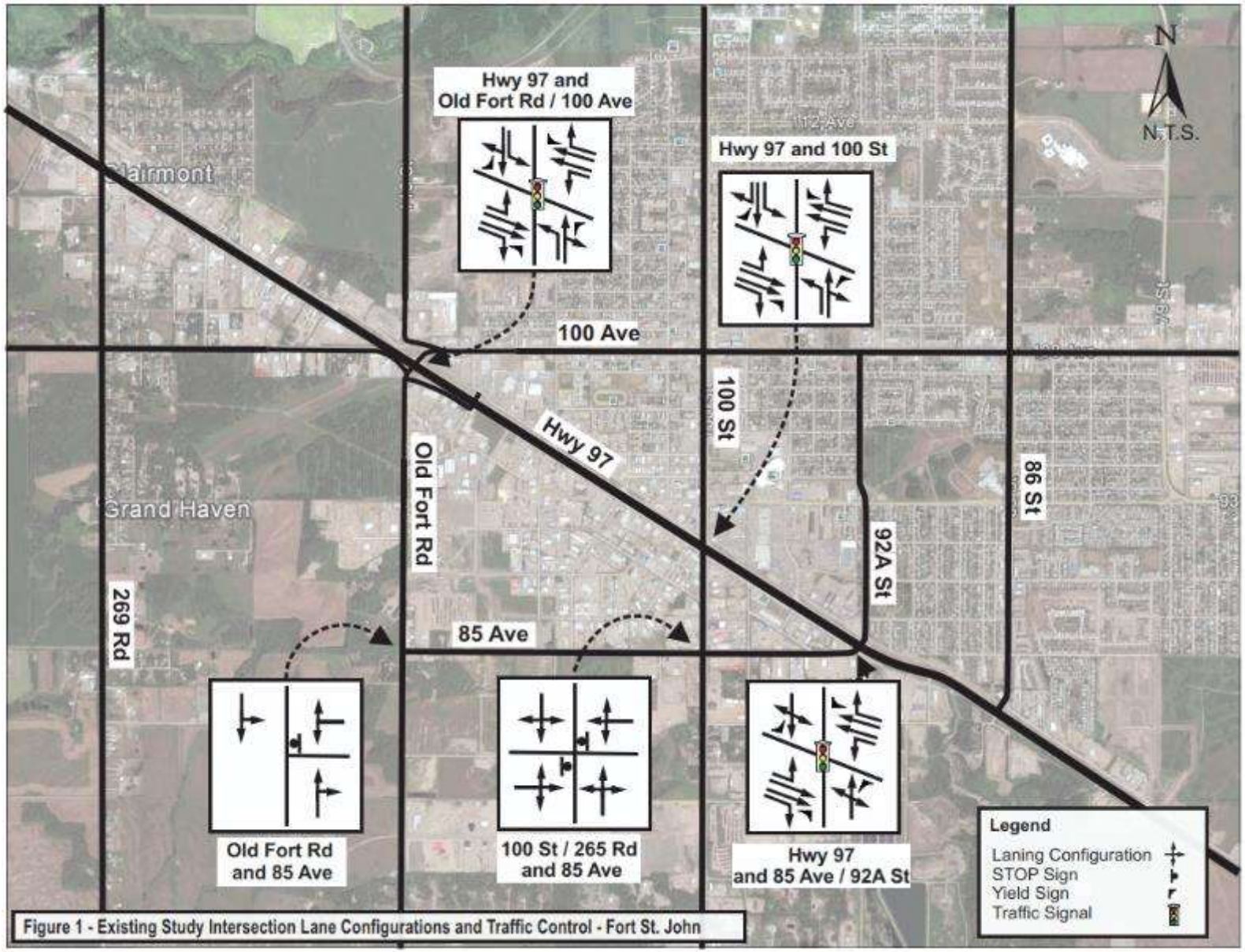


Figure 2 | Laning Configuration (Hudson's Hope)

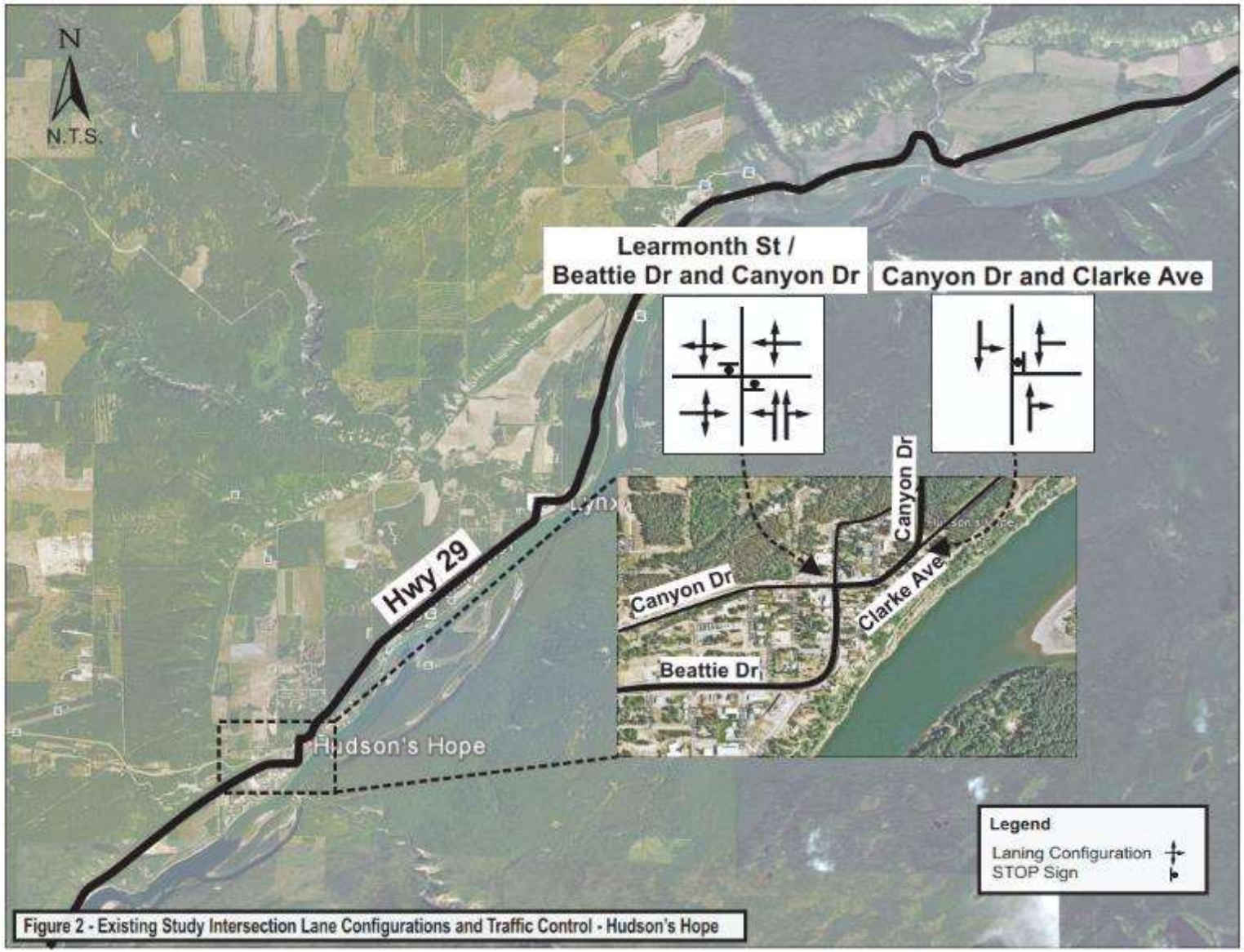
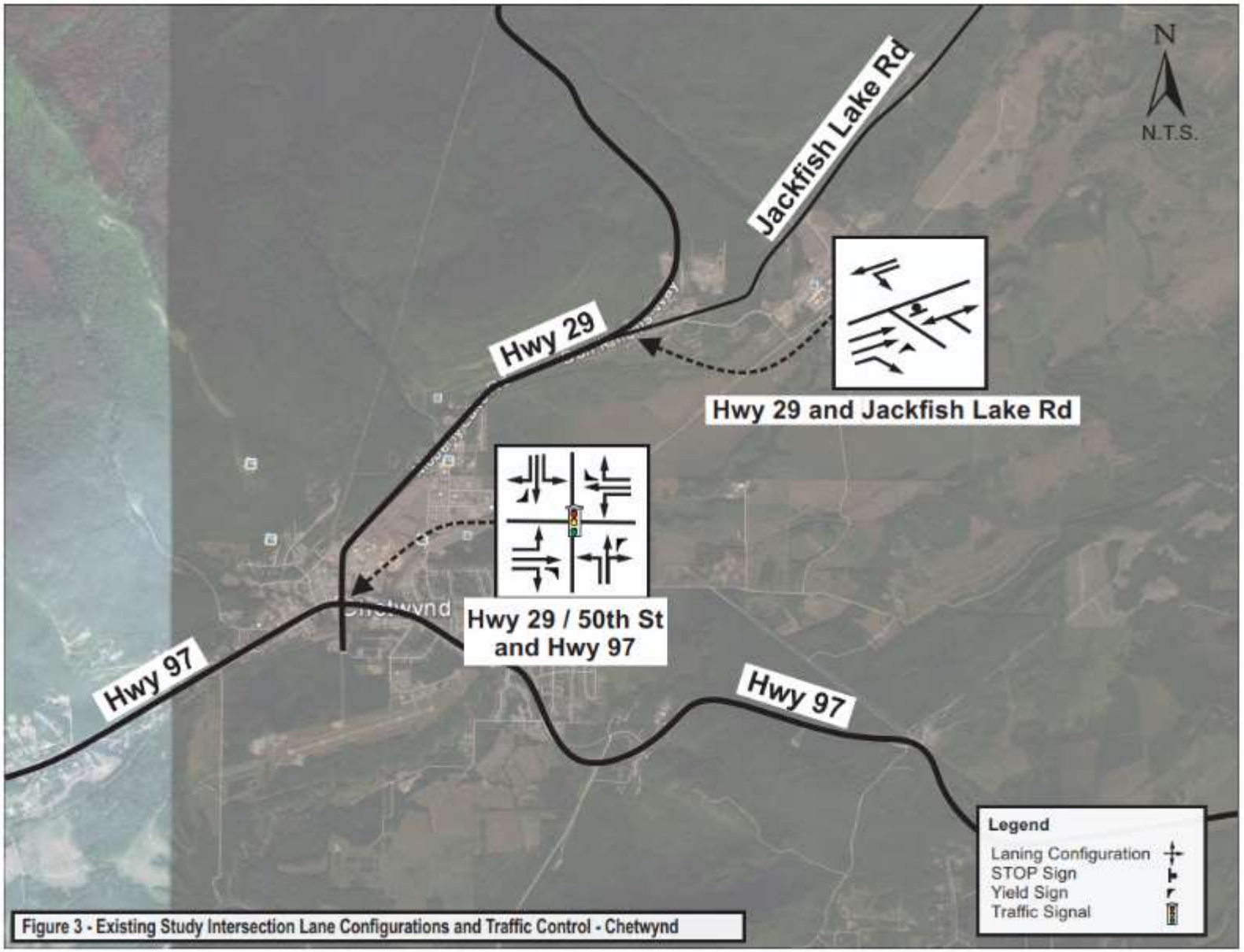


Figure 3 | Laning Configuration (Chetwynd)



TRAFFIC VOLUMES

The following sections summarize the traffic volumes and travel patterns observed in Year 9 of Project Construction.

Background Traffic Volumes

For the Year 9 traffic monitoring report, a comparison between 2014 (pre-construction of Site C) and 2024 annual average daily traffic volumes (AADT) was conducted to identify the changes in traffic volumes, using the Ministry permanent count station data at Inga Lake (P-44-1NS). For the year of 2024, Inga Lake had a decrease (-14%) in weekday traffic volumes compared to 2014. Note that 2014 data was not available for the count station at Willow Flats (P-43-2NS).

While 2024 data was available for the count station at Farmington (P-43-3-NS), the traffic growth rate was much higher than Inga Lake (-2%) and this was the first year in several years that traffic data has been available at the Farmington count station. To take both a conservative approach and be consistent with previous years where only the Inga Lake count station data has been available, only the Inga Lake station was used to estimate traffic growth rates from 2014 to 2024.

A summary of the comparison is attached in **Appendix A** for both Inga Lake and Farmington stations.

For conservative estimates, the 2024 background traffic volumes (without Site C Construction) was estimated by applying the -14% reduction rate to the traffic volumes collected in 2014 pre-construction conditions. The 2024 background volumes were calculated to develop a baseline comparison for the Year 9 (2024) Site C Construction traffic volumes to determine potential impacts to the adjacent road network, if any.

Existing Traffic Volumes with Year 9 Construction Traffic

Year 9 (2024) construction traffic volumes were collected once at all study intersections (except three intersections in Fort St. John) during the AM and PM peak periods in May to July 2024, while the volumes at Gates B and D were collected quarterly.

Table 5 and **Table 6** present the comparison between 2024 Baseline / Background traffic volumes and the 2024 Year 9 construction traffic volumes. The traffic data provided insights to changes in traffic volumes for the previous years, Year 1 to Year 8 Construction (shown in grey), compared to Year 9 Construction.

Using the available traffic volumes for all study intersections in Chetwynd, Hudson's Hope and Fort St. John, key findings include:

- There was an increase between 10-35% in traffic volumes in Chetwynd's study intersections in the both the AM and PM peak when compared to the baseline.
- In Hudsons Hope, the Beattie Drive and Canyon Drive intersection has higher volumes in Year 9 (25% to 40%) compared to the baseline than the Canyon Drive and Clarke Avenue intersection (-6% to 15%).
- In Fort St. John, the Old Fort Road and 85 Avenue intersection had higher traffic volumes compared to the baseline in Year 9 (84% to 116%) than the Highway 97, Old Fort Road and 100 Avenue intersection (9% to 24%).
- Although the Old Fort Road intersection had higher volumes compared to the baseline in Year 9 than all other intersections, the traffic volumes in Year 9 were lower than those measured at the intersection in Year 8 in both peak hours (-23% to -41%).

- The measured traffic volumes at the intersection of Highway 97 and Old Fort Road in Fort St. John are higher in Year 9 than at any other point in the project, with 1,871 vph in the AM peak and 2,399 vph in the PM peak.

Hudson's Hope Intersections |

- When compared to the baseline, there was a general increase (15%-40%) in the traffic volumes at both study intersections in Year 9 Construction during both peak hours, except Canyon Drive and Clarke Avenue which had a decrease of -6% during the AM peak.
- Traffic volumes decreased during the AM peak, and remained similar (±5%) in the PM peak when comparing Year 8 to Year 9 Construction.

Chetwynd Intersections |

- When compared to the baseline, there was a general increase in the traffic volumes at both study intersections in Year 9 Construction during both peak hours.
- The peak for Year 9 Construction at all intersections decreased from Year 8 volumes, except Highway 29 and Jackfish Lake Road increased 16% from Year 8 in the AM Peak.

Fort St. John Intersections |

- Traffic volumes at the study intersections saw a general increase during both AM and PM peak hours when comparing the Year 9 Construction to the baseline.
- When compared to Year 8 Construction, the Year 9 Construction volumes experienced minor changes (0% to 9%) at Old Fort Road / 100 Avenue, and a somewhat significant decrease at the 85 Avenue and Old Fort Road intersection (-23% to -41%).
- The intersection of 85 Avenue and Old Fort Road experienced large increases in Year 9 Construction traffic compared to the baseline, in the order of 84% in the AM Peak and 116% in the PM peak.

Table 3 | Year 9 Intersection Traffic Comparison – AM Peak

Intersection	2024 - AM	2015	2016	2016	2016	2017	2018	2019	2020	2021	2022	2023	2024
	Background	Nov	Feb	Apr	Jul	May	May	Peak*	Peak**	May	May	Jun	Jun*
	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)
Learmonth Street / Beattie Drive and Canyon Drive (Hudson's Hope)	102	-	-	124	-	149	176	144	133	178	129	142	127
				46%		75%	107%	69%	56%	109%	43%	45%	25%
Canyon Drive and Clarke Avenue (Hudson's Hope)	85	-	-	85	-	110	125	89	104	141	104	126	80
				21%		57%	79%	27%	49%	101%	41%	59%	-6%
Highway 29 / 50th Street and Highway 97 (Chetwynd)	567	-	-	701	-	802	686	725	489	700	632	739	637
				48%		69%	44%	53%	3%	47%	26%	37%	12%
Highway 29 and Jackfish Lake Road (Chetwynd)	175	-	-	211	-	204	220	242	189	231	197	204	234
				44%		39%	50%	65%	29%	57%	26%	22%	34%
Highway 97 and Old Fort Road / 100 Avenue (Fort St. John)	1713	1804	1722	1701	1521	1728	1684	1780	1732	1728	1737	1717	1871
		26%	20%	19%	6%	21%	17%	24%	21%	21%	15%	5%	9%
Highway 97 and 100 Street (Fort St. John)	1705	1766	1692	1629	1739	1739	1675	1677	1602	1538	1630	1662	-
		24%	18%	14%	22%	22%	17%	17%	12%	8%	8%	2%	
Highway 97 and 85 Avenue / 92A Street (Fort St. John)	1479	1629	1339	1338	1411	1506	1469	1521	1433	1321	1335	1382	-
		32%	8%	8%	14%	22%	19%	23%	16%	7%	2%	-2%	
Old Fort Road and 85 Avenue (Fort St. John)	157	168	119	111	197	285	182	230	217	226	318	378	289
		28%	-9%	-15%	50%	118%	39%	76%	66%	73%	152%	152%	84%
100 Street / 265 Road and 85 Avenue (Fort St. John)	293	350	267	263	253	359	276	325	364	339	382	362	-
		42%	9%	7%	3%	46%	12%	32%	48%	38%	47%	30%	

Note: *Peak traffic demand in Fort St. John occurred in October / November quarterly count period and data collection only collected in May in Chetwynd and Hudson's Hope.

** Peak traffic demand in Fort St. John occurred in December quarterly count period and data only collected in May in Chetwynd and Hudson's Hope.

Jun* Counts were undertaken in May in Hudsons Hope, June in Chetwyn and July in Fort St John.

Table 4 | Year 9 Intersection Traffic Comparison – PM Peak

Intersection	2024 - PM	2015	2016	2016	2016	2017	2018	2019	2020	2021	2022	2023	2024
	Background	Nov	Feb	Apr	Jul	May	May	Peak*	Peak**	May	May	Jun	Jun*
	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)
Learmonth Street / Beattie Drive and Canyon Drive (Hudson's Hope)	187	-	-	222	-	259	282	271	211	234	250	259	261
				41%		65%	80%	73%	34%	49%	51%	45%	40%
Canyon Drive and Clarke Avenue (Hudson's Hope)	127	-	-	137	-	170	169	159	144	164	155	153	146
				28%		59%	58%	49%	35%	53%	37%	26%	15%
Highway 29 / 50th Street and Highway 97 (Chetwynd)	858	-	-	944	-	1027	1014	1079	996	994	946	1041	932
				31%		43%	41%	50%	39%	38%	25%	27%	9%
Highway 29 and Jackfish Lake Road (Chetwynd)	250	-	-	241	-	243	266	309	292	281	239	307	307
				15%		16%	27%	47%	39%	34%	8%	28%	23%
Highway 97 and Old Fort Road / 100 Avenue (Fort St. John)	1930	2056	1857	1941	1958	2233	1805	2083	2130	2185	2275	2400	2399
		27%	15%	20%	21%	38%	12%	29%	32%	35%	33%	30%	24%
Highway 97 and 100 Street (Fort St. John)	2201	2416	2040	2126	2190	2354	1984	2288	2302	2184	2398	2256	-
		31%	11%	15%	19%	28%	8%	24%	25%	19%	23%	8%	
Highway 97 and 85 Avenue / 92A Street (Fort St. John)	1520	1779	1527	1530	1815	1903	1530	1848	1776	1640	1740	1802	-
		40%	20%	20%	43%	49%	20%	45%	40%	29%	30%	25%	
Old Fort Road and 85 Avenue (Fort St. John)	156	209	181	178	187	266	231	297	354	267	338	420	337
		61%	39%	37%	44%	105%	78%	128%	172%	105%	149%	182%	116%
100 Street / 265 Road and 85 Avenue (Fort St. John)	345	329	328	245	282	365	284	346	354	386	399	406	-
		13%	13%	-16%	-3%	26%	-2%	19%	27%	33%	30%	23%	

Note: *Peak traffic demand in Fort St. John occurred in October / November quarterly count period and data collection only collected in May in Chetwynd and Hudson's Hope.

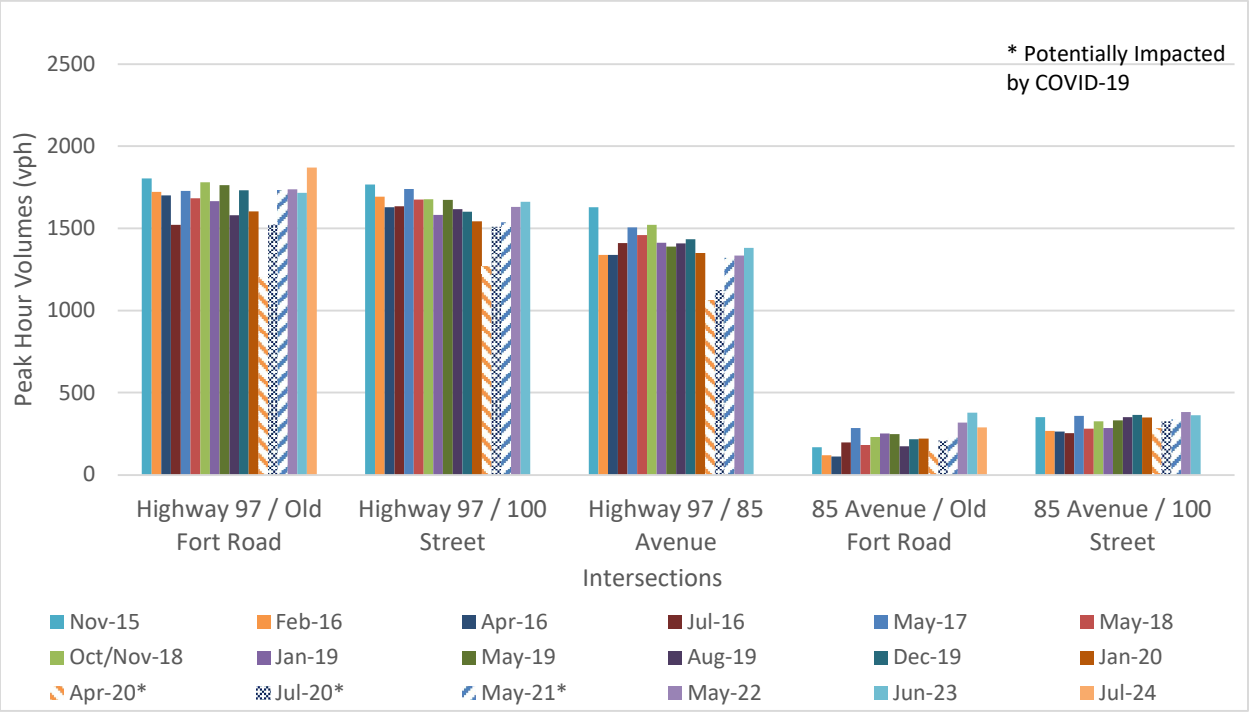
** Peak traffic demand in Fort St. John occurred in December quarterly count period and data only collected in May in Chetwynd and Hudson's Hope.

Jun* Counts were undertaken in May in Hudsons Hope, June in Chetwynd and July in Fort St John.

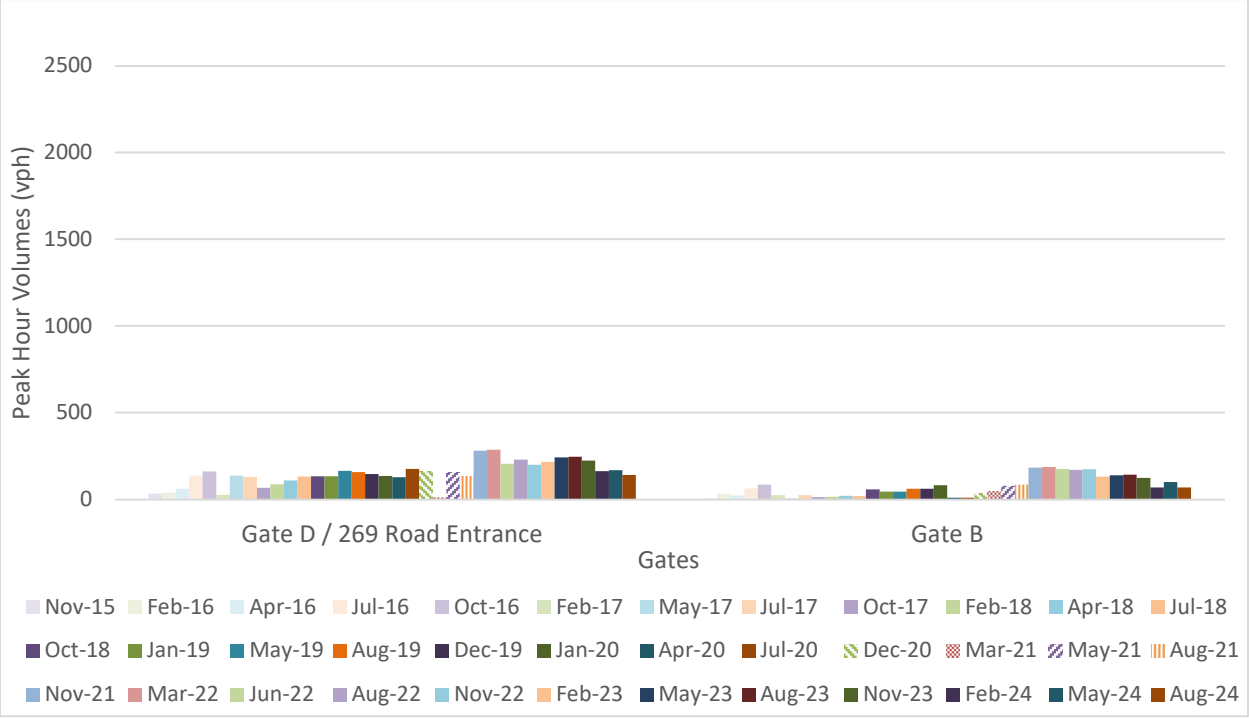
Figure 4 and **Figure 5** illustrate the AM and PM peak hour traffic volumes at the study intersections in Fort St. John. Note that the data collection program was conducted once annually for Year 2 (2017), Year 3 (2018), Year 6 (2021), and Year 7 (2022) while Year 1 (2016), Year 4 (2019) and Year 5 (2020) data was collected quarterly at key intersections in Fort St. John, as required. Traffic volumes for Year 9 Construction of the area are illustrated in **Appendix B.**

Activities at both Gate D and Gate B were similar to Year 8 in November 2023 (-11% to 9%), but were significantly lower in Year 9 than Year 8 in Ferbruary, May and August 2024 (-29% to -55%). The peak construction activities recorded at Gate B and Gate D (269 Road entrance) occurred during the November quarter for both gates.

Figure 4 | Year 9 Peak Hour Entering Traffic Comparison – AM: (a) Studied Intersections; (b) Gate B and Gate D

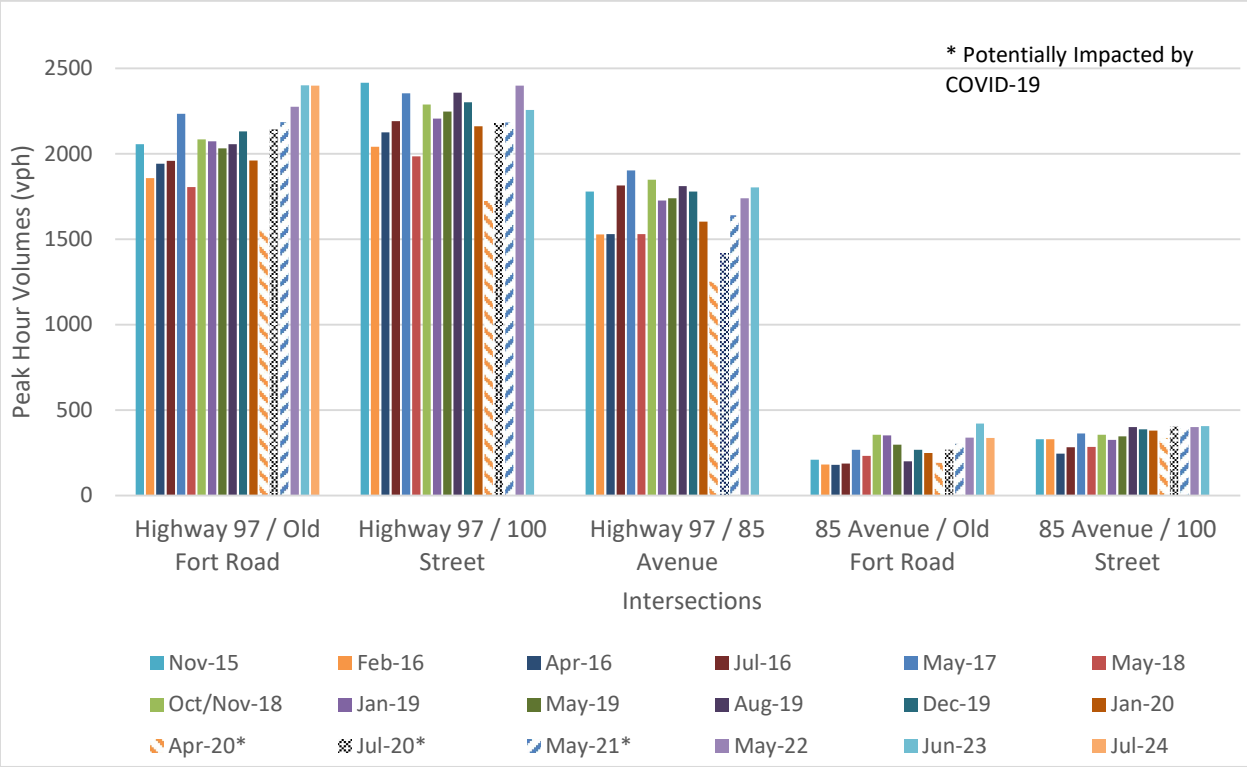


(a)

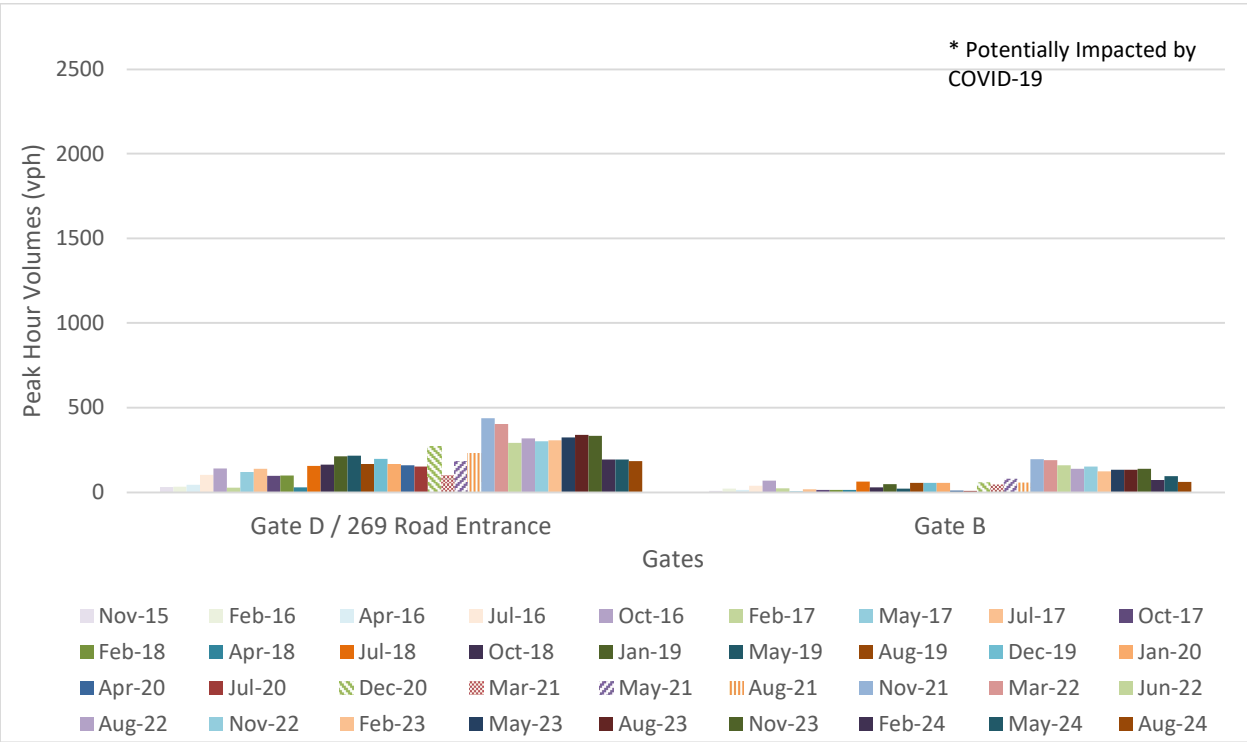


(b)

Figure 5 | Year 9 Peak Hour Entering Traffic Comparison – PM (a) Studied Intersections; (b) Gate B and Gate D



(a)



(b)

STUDY INTERSECTION PEAK HOURS

Year 9 Peak Hours

Figure 6 and **Figure 7** illustrate the percentage of hourly intersection volumes compared against the peak hour volume at the same intersection at the AM and PM peak periods.

Figure 6 | Hourly Intersection Traffic Comparison – AM Peak – Year 9 Peak Traffic (May/June/July)

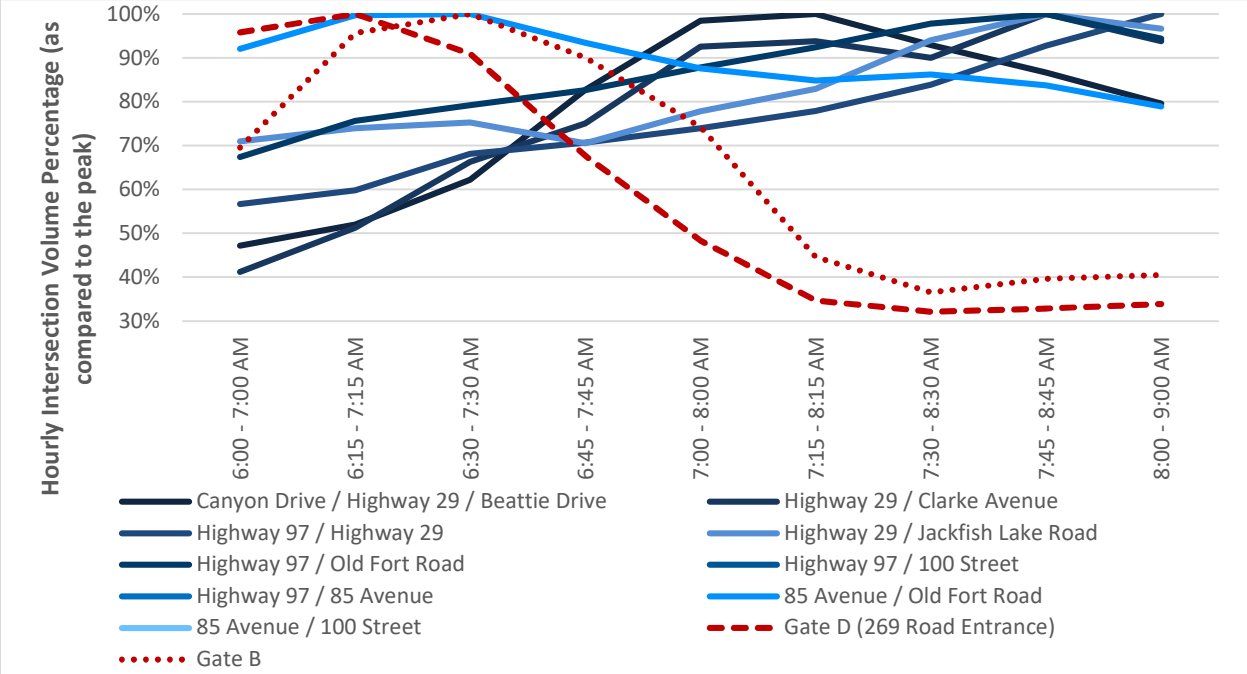
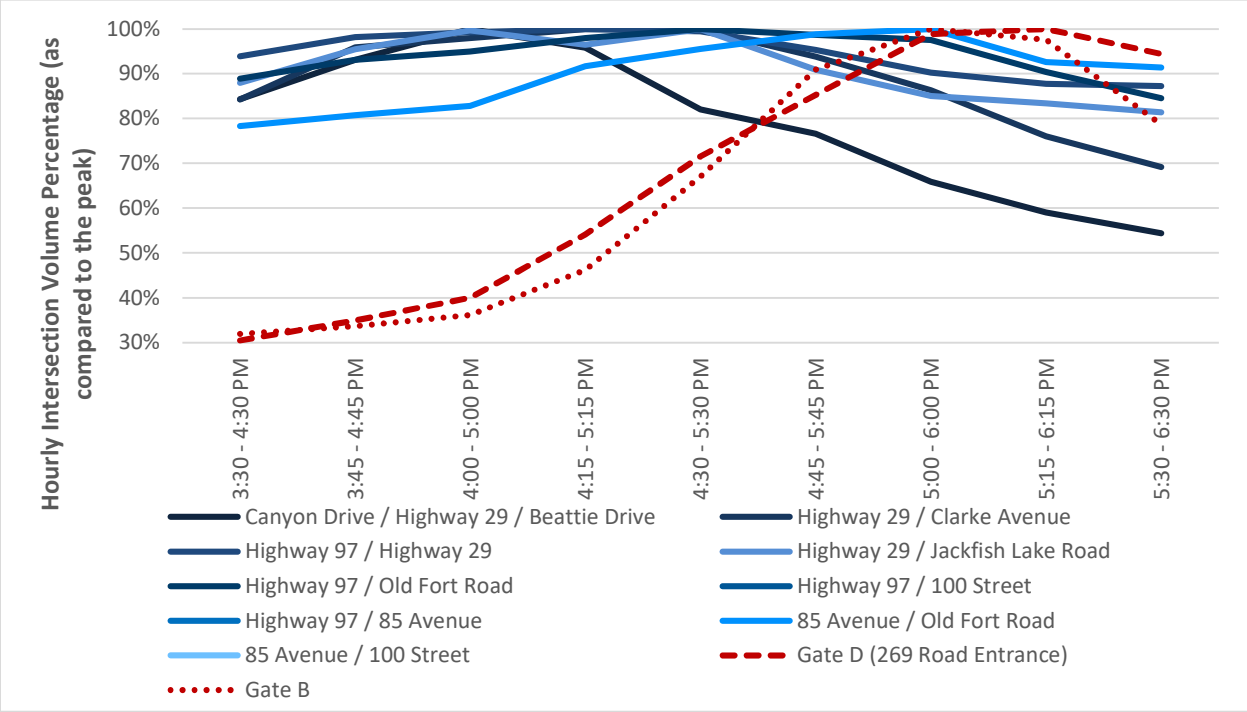


Figure 7 | Hourly Intersection Traffic Comparison – PM Peak – Year 9 Peak Traffic (May/June/July)



Key findings include:

AM Peak Hour |

- It was identified that the construction traffic peaked at a different time compared to typical commuter traffic during the AM peak period for most study intersections. Commuter traffic volumes at the study intersections peaked between 7:45 AM and 8:45 AM or 7:15 AM to 8:15 AM while construction activities recorded at Gate B and Gate D (269 Road entrance) peaked earlier, between 6:15 AM and 7:30 AM.
- The peak hour timing at 85 Avenue and Old Fort Road in Fort St. John aligned with the Gate Peak hours at 6:15-7:13 AM.
- Highway 97 and Old Fort Road in Fort St. John peaked later than the gates, between 7:45-8:45 AM.
- Intersections in Hudsons Hope peaked earlier than Fort St. John and Chetwynd, with Canyon Drive, Highway 29 and Beattie Drive peaking at 7:15-8:15 AM. Although Highway 29 and Clarke Avenue shows a higher traffic volume at this time, the morning peak is still 7:45-8:45 AM.
- Intersections in Chetwynd peaked later, from 7:45-9:00 AM.

PM Peak Hour |

- Construction volumes at Gate B and Gate D (269 Road entrance) peak activities did not coincide with commuter traffic peak traffic volumes, except for 85 Avenue and Old Fort Road.

TRAFFIC OPERATIONAL ANALYSIS

Synchro (Version 11) software was used to evaluate the performance of intersections in the study area for the study scenarios during both AM and PM peak hours. Reported measures of traffic performance include volume to capacity (v/c) ratio and a delay-based traffic Level of Service (LOS) indicator ranging from LOS A (ideal) to LOS F (over-saturated) conditions. As a rule, LOS E and F indicate congested operations.

The results of the traffic analysis were compared against thresholds to determine traffic operational deficiencies. As indicated in the TMMP, the thresholds are:

- Delays that result in vehicles experiencing a degradation in two LOS or more (relative to service levels associated with no Project traffic); and
- 95th percentile left and right turn queue lengths that exceed the available storage. The 95th percentile queue length is the maximum back of the queue with 95th percentile traffic volumes (on a typical cycle). The 95th percentile queue is not typically experienced mainly when upstream metering controls the incoming volumes; therefore, the queue is not necessarily observed. The 95th percentile queue represents the worst-case scenario and is used as an indicator to determine where further examination of storage length is required. The value reported as the 95th percentile queue must be used with caution since it may result in a significant over-design if applied as reported. Therefore, for movements where the 95th percentile queue exceeds the storage length, 50th percentiles were also reviewed. 50th percentile queue length represents the maximum back of the queue with 50th percentile traffic volumes.

Year 9 Traffic Operational Analysis

Table 5 and **Table 6** summarize the capacity analysis results for the Year 9 (2024) background/baseline and total scenarios during the AM and PM peak hours respectively.

Key findings include:

- All movements operate at LOS C or better during the AM peak hour for Year 9 Construction.
- All movements operate at LOS C or better during the PM peak hour for Year 9 Construction, except for the following:
  - Eastbound left turn movement at the intersection of Highway 97 and Old Fort Road / 100 Avenue which operates at LOS D in the 2024 Total PM peak scenario. Compared to the 2024 Background PM peak scenario, this movement has experienced a one LOS degradation **and would, therefore, not constitute an operational deficiency**.
- For all movements, 95th percentile queue lengths do not exceed the available storage during the AM peak hour for Year 9 Construction.
- 95th percentile queue lengths exceed the available storage during the PM peak hour for Year 9 Construction only for the following movements:
  - Shared eastbound through-right movement at the intersection of Highway 97 and Old Fort Road / 100 Avenue. However, the 95th percentile queue for this movement does not exceed the available storage length in the 2024 Background PM peak scenario. In the 2024 Total PM peak scenario, the 95th percentile queue exceeds the available storage length by approximately three car lengths (22 m). The queue spills over to the adjacent intersection of Old Fort Road and Alaska Road S. However, the average queue for this movement does not exceed the available storage length under this scenario.

Table 5 | Operational Analysis Result – 2024 (AM)

Location	Movement	Background 2024 AM Peak Hour					Total 2024 AM Peak Hour				
		LOS	Delay (s)	V/C Ratio	Queue (m)	Storage (m)	LOS	Delay (s)	V/C Ratio	Queue (m)	Storage (m)
Learmonth Street / Beattie Drive and Canyon Drive	*EB L/T/R*	A	1	0.00	0	90	A	0	0.00	0	90
	WB L/T/R	A	5	0.03	1	80	A	4	0.02	1	80
	NB L/T	A	10	0.04	1	>100	A	10	0.11	3	>100
	NB T/R	A	9	0.04	1	>100	A	9	0.04	1	>100
	SB L/T/R	A	10	0.02	1	>100	A	9	0.01	0	>100
Canyon Drive and Clarke Avenue	*WB L/R*	A	9	0.02	1	>100	A	9	0.00	0	>100
	NB T/R	A	0	0.03	0	>100	A	0	0.03	0	>100
	SB L/T	A	2	0.01	0	>100	A	0	0.00	0	>100
Highway 29 / 50th Street and Highway 97	*EB L*	A	9	0.06	5	75	A	9	0.06	6	75
	EB T	A	9	0.15	17	>100	A	9	0.17	17	>100
	EB R	A	2	0.02	1	70	A	4	0.04	2	70
	WB L	A	9	0.03	3	35	A	9	0.07	7	35
	WB T	A	9	0.22	18	>100	A	9	0.21	25	>100
	WB R	A	3	0.13	5	80	A	4	0.09	5	80
	NB L	A	9	0.03	3	40	A	9	0.07	4	40
	NB T/R	A	7	0.15	5	15	A	5	0.14	6	15
	SB L	B	11	0.21	10	85	B	11	0.24	9	85
	SB T	A	9	0.06	4	>100	A	9	0.07	4	>100
	SB R	A	4	0.10	2	20	A	4	0.09	2	20
Highway 29 and Jackfish Lake Road	*WB L/R*	A	9	0.07	2	>100	B	10	0.12	3	>100
	NB T	A	0	0.01	0	>100	A	0	0.03	0	>100
	NB R	A	0	0.07	0	20	A	0	0.04	0	20
	SB L	A	7	0.01	0	40	A	8	0.00	0	40
	SB T	A	0	0.02	0	>100	A	0	0.07	0	>100
Highway 97 and Old Fort Road / 100 Avenue	*EB L*	C	23	0.13	7	40	C	26	0.39	23	40
	EB T/R	B	18	0.35	28	65	B	18	0.34	32	65
	WB L	C	23	0.30	21	50	C	22	0.32	27	50
	WB T/R	C	27	0.75	51	95	C	23	0.64	61	95
	NB L	B	10	0.24	11	160	B	12	0.36	16	160
	NB T	C	27	0.68	46	>200	C	29	0.66	37	>200
	NB R	A	6	0.20	9	90	A	6	0.21	8	90
	SB L	B	13	0.57	29	145	B	15	0.57	34	145
	SB T	B	18	0.35	32	>200	C	24	0.53	35	>200
	SB R	A	0	0.04	0	90	A	6	0.24	1	90
Old Fort Road and 85 Avenue	*WB L/R*	A	9	0.07	2	>200	B	11	0.13	3	>200
	NB T/R	A	0	0.05	0	>200	A	0	0.05	0	>200
	SB L/T	A	3	0.02	0	>200	A	1	0.02	0	>200

Note: NB = Northbound, etc.; NBT = Northbound through, etc.; NBT/R = Northbound through and right, etc.
LOS = Level of Service; v/c Ratio = volume to capacity ratio; Queue = 95th percentile queue in metres

Table 6 | Operational Analysis Result – 2024 (PM)

Location	Movement	Background 2024 PM Peak Hour					Total 2024 PM Peak Hour				
		LOS	Delay (s)	V/C Ratio	Queue (m)[1]	Storage (m)	LOS	Delay (s)	V/C Ratio	Queue (m)[1]	Storage (m)
Learmonth Street / Beattie Drive and Canyon Drive	*EB L/T/R*	A	2	0.02	0	90	A	2	0.02	0	90
	WB L/T/R	A	6	0.04	1	80	A	6	0.05	1	80
	NB L/T	B	11	0.05	1	>100	B	11	0.09	2	>100
	NB T/R	A	9	0.07	2	>100	A	10	0.11	3	>100
	SB L/T/R	B	11	0.04	1	>100	B	11	0.05	1	>100
Canyon Drive and Clarke Avenue	*WB L/R*	A	10	0.03	1	>100	A	9	0.02	1	>100
	NB T/R	A	0	0.06	0	>100	A	0	0.05	0	>100
	SB L/T	A	0	0.00	0	>100	A	1	0.01	0	>100
Highway 29 / 50th Street and Highway 97	*EB L*	B	11	0.12	7	75	A	9	0.10	7	75
	EB T	B	11	0.21	17	>100	A	9	0.27	32	>100
	EB R	A	4	0.06	3	70	A	4	0.05	3	70
	WB L	B	10	0.10	6	35	A	9	0.05	6	35
	WB T	B	11	0.15	14	>100	A	9	0.25	28	>100
	WB R	A	4	0.22	7	80	A	3	0.13	7	80
	NB L	A	9	0.11	6	40	A	10	0.12	8	40
	NB T/R	A	7	0.22	8	15	A	5	0.17	7	15
	SB L	B	16	0.53	26	85	B	12	0.30	17	85
	SB T	A	9	0.11	9	>100	A	9	0.07	6	>100
	SB R	A	4	0.13	4	20	A	2	0.05	2	20
Highway 29 and Jackfish Lake Road	*WB L/R*	B	11	0.24	7	>100	B	11	0.17	5	>100
	NB T	A	0	0.02	0	>100	A	0	0.02	0	>100
	NB R	A	0	0.04	0	20	A	0	0.05	0	20
	SB L	A	7	0.01	0	40	A	7	0.01	0	40
	SB T	A	0	0.04	0	>100	A	0	0.07	0	>100
Highway 97 and Old Fort Road / 100 Avenue	*EB L*	C	26	0.27	11	40	D	42	0.65	40	40
	EB T/R	C	21	0.58	42	65	C	28	0.65	**87** [39]	65
	WB L	C	30	0.50	28	50	C	30	0.40	27	50
	WB T/R	C	22	0.71	39	95	C	25	0.64	76	95
	NB L	A	9	0.25	11	160	B	13	0.41	17	160
	NB T	C	24	0.64	49	>200	C	31	0.75	52	>200
	NB R	A	6	0.21	8	90	A	6	0.23	9	90
	SB L	B	11	0.49	28	145	B	17	0.67	28	145
	SB T	B	18	0.43	40	>200	C	27	0.73	52	>200
	SB R	A	0	0.04	0	90	A	3	0.12	5	90
	WB L/R	A	9	0.06	2	>200	B	10	0.07	2	>200

Old Fort Road and 85 Avenue	*NB T/R*	A	0	0.05	0	>200	A	0	0.14	0	>200
	SB L/T	A	3	0.02	0	>200	A	1	0.01	0	>200

Note: NB = Northbound, etc.; NBT = Northbound through, etc.; NBT/R = Northbound through and right, etc.
LOS = Level of Service; v/c Ratio = volume to capacity ratio; Queue = 95th percentile queue in metres
Level of service higher than LOS D or queues exceeding storage lengths have been highlighted in red.
[1]For movements where the 95th percentile queue exceeds the storage length, the 50th percentile queue has been reported in paranthesis.

SUMMARY AND CONCLUSION

Traffic Volumes

- Traffic volumes were not able to be counted in Fort St. John in Year 9 at the interections of Highway 97 and 100 Street, Highway 97 and 85 Avenue, and 85 Avenue and 100 Street due to unknown persons tampering with the cameras.
- There was an increase between 10-35% in traffic volumes in Chetwynd's study intersections in the both the AM and PM peak when compared to the baseline.
- In Hudsons Hope, the Beattie Drive and Canyon Drive intersection has higher volumes in Year 9 (25% to 40%) compared to the baseline than the Canyon Drive and Clarke Avenue intersection (-6% to 15%).
- In Fort St. John, the Old Fort Road and 85 Avenue intersection had higher traffic volumes compared to the baseline in Year 9 (84% to 116%) than the Highway 97, Old Fort Road and 100 Avenue intersection (9% to 24%).
- Although the Old Fort Road intersection had higher volumes compared to the baseline in Year 9 than all other intersections, the traffic volumes in Year 9 were lower than those measured at the intersection in Year 8 in both peak hours (-23% to -41%).
- The measured traffic volumes at the intersection of Highway 97 and Old Fort Road in Fort St. John are higher in Year 9 than at any other point in the project, with 1,871 vph in the AM peak and 2,399 vph in the PM peak.

Hudson's Hope Intersections |

- When compared to the baseline, there was a general increase (15%-40%) in the traffic volumes at both study intersections in Year 9 Construction during both peak hours, except at Canyon Drive and Clarke Avenue which had a decrease of -6% during the AM peak.
- Traffic volumes decreased during the AM peak, and remained similar (±5%) in the PM peak when comparing Year 8 to Year 9 Construction.

Chetwynd Intersections |

- When compared to the baseline, there was a general increase in the traffic volumes at both study intersections in Year 9 Construction during both peak hours.
- The peak for Year 9 Construction at all intersections decreased from Year 8 volumes, except Highway 29 and Jackfish Lake Road increased 16% from Year 8 in the AM Peak.

Fort St. John Intersections |

- Traffic volumes at the study intersections saw a general increase during both AM and PM peak hours when comparing the Year 9 Construction to the baseline.
- When compared to Year 8 Construction, the Year 9 Construction volumes experienced minor changes (0% to 9%) at Old Fort Road / 100 Avenue, and a somewhat significant decrease at the 85 Avenue and Old Fort Road intersection (-23% to -41%).
- The intersection of 85 Avenue and Old Fort Road experienced large increases in Year 9 Construction traffic compared to the baseline, in the order of 84% in the AM Peak and 116% in the PM peak.

Study Intersection Peak Hours

AM Peak Hour |

- It was identified that the construction traffic peaked at a different time compared to typical commuter traffic during the AM peak period for most study intersections. Commuter traffic volumes at the study intersections peaked between 7:45 AM and 8:45 AM or 7:15 AM to 8:15 AM while construction activities recorded at Gate B and Gate D (269 Road entrance) peaked earlier, between 6:15 AM and 7:30 AM.
- The peak hour timing at 85 Avenue and Old Fort Road in Fort St. John aligned with the Gate Peak hours at 6:15-7:13 AM.
- Highway 97 and Old Fort Road in Fort St. John peaked later than the gates, between 7:45-8:45 AM.
- Intersections in Hudsons Hope peaked earlier than Fort St. John and Chetwynd, with Canyon Drive, Highway 29 and Beattie Drive peaking at 7:15-8:15 AM. Although Highway 29 and Clarke Avenue shows a higher traffic volume at this time, the morning peak is still 7:45-8:45 AM.
- Intersections in Chetwynd peaked later, from 7:45-9:00 AM.

PM Peak Hour |

- Construction volumes at Gate B and Gate D (269 Road entrance) peak activities did not coincide with commuter traffic peak traffic volumes, except for 85 Avenue and Old Fort Road.

Traffic Operational Analysis

Key findings of the Year 9 traffic operational analysis include:

- All movements operate at LOS C or better during the AM peak hour for Year 9 Construction.
- All movements operate at LOS C or better during the PM peak hour for Year 9 Construction, except for the eastbound left turn movement at the intersection of Highway 97 and Old Fort Road / 100 Avenue which operates at LOS D and experiences a one LOS degradation compared to background conditions. Therefore, it would not constitute an operational deficiency.
- For all movements, 95th percentile queue lengths do not exceed the available storage during the AM peak hour for Year 9 Construction. During the PM peak hour, the 95th percentile queue length exceeds the storage length only for the shared eastbound through-right movement at the intersection of Highway 97 and Old Fort Road / 100 Avenue. However, the average queue length for this movement does not exceed the available storage length.

Therefore, based on the traffic operational analysis, no LOS deficiency can be observed during Year 9 Construction conditions. Though the forecasted 95th percentile queue length exceeds the available storage length for a movement at one of the study intersections (during the PM peak hour only), the average queue length for this movement does not exceed the storage length.

* * * * *

We trust that this review has been completed to your satisfaction. If you have any questions, please contact me at selby.thannikary@wsp.com or 403-973-1054.

Yours sincerely,

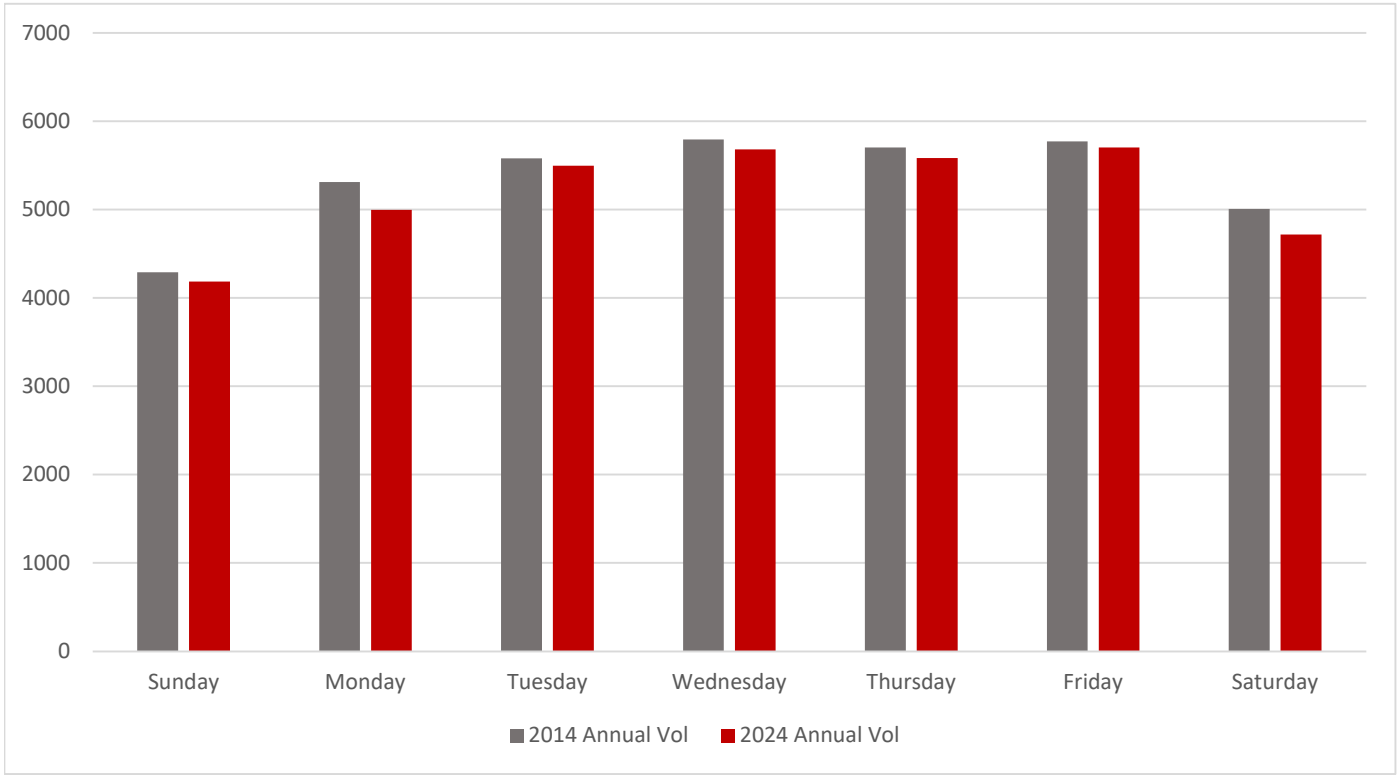
Selby Thannikary, PE (FL, VA), P.Eng. (BC, AB, SK, YT)
Director, Transportation Planning (Canada West)

APPENDIX

A 2014 vs 2024 ANNUAL AVERAGE DAILY TRAFFIC COMPARISONS

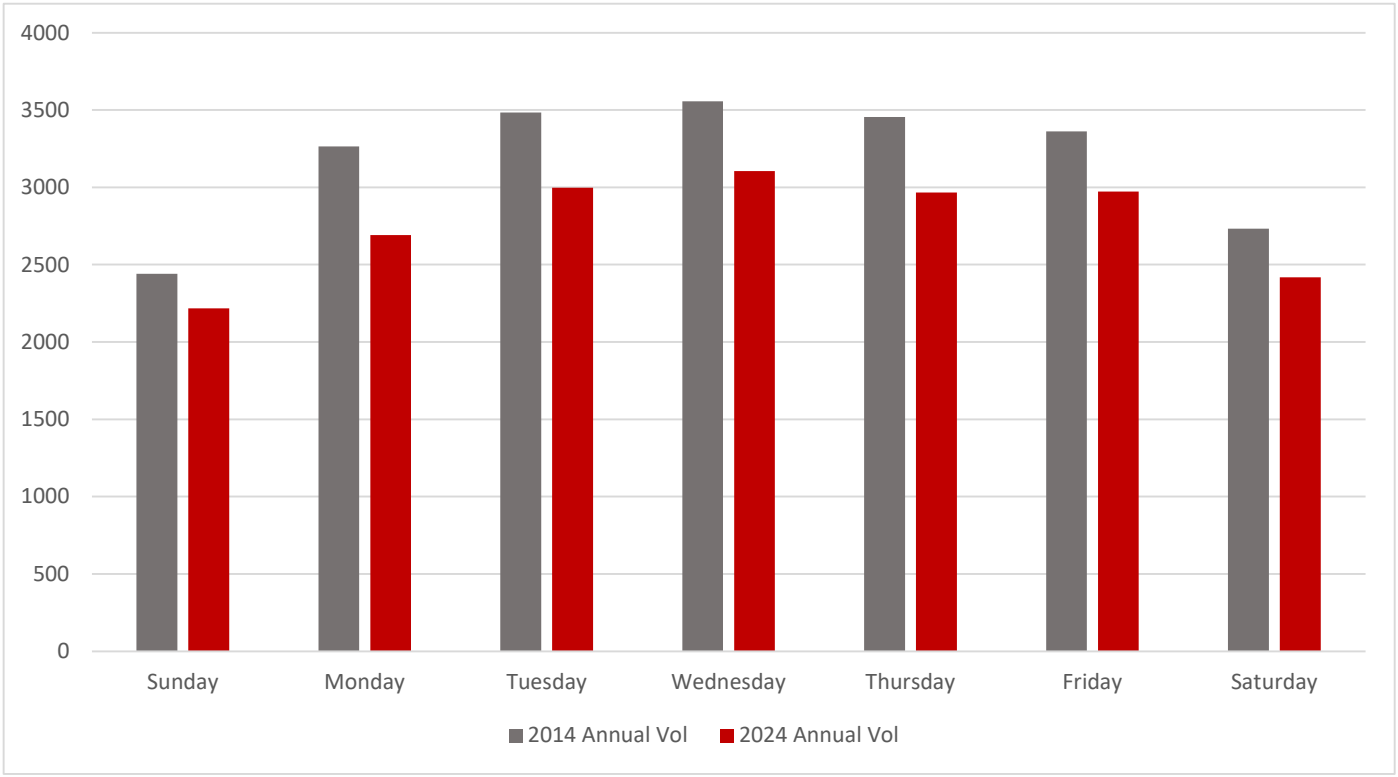
Annual Day of Week Traffic Volumes Comparison
Year: 2014 vs. 2024
Station: Farmington P-43-3NS-NY
Location: Route 97, north of 237 Road Dawson Creek
Appendix A: 2014 vs 2024 Annual Average Daily Traffic Comparisons

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
2014 Annual Vol	4288	5312	5578	5795	5703	5772	5008	5,692
2024 Annual Vol	4184	4997	5495	5681	5583	5703	4716	5,586
%CHANGE	**-2%**	**-6%**	**-1%**	**-2%**	**-2%**	**-1%**	**-6%**	**-2%**



Annual Day of Week Traffic Volumes Comparison
Year: 2014 vs. 2024
Station: Inga Lake P-44-1NS-NY
Location: Route 97, 2.4 km south of Inga Lake Compressor Road, south of Wonowon
Appendix A: 2014 vs 2024 Annual Average Daily Traffic Comparisons

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
2014 Annual Vol	2441	3265	3485	3557	3456	3363	2733	3,499
2024 Annual Vol	2218	2691	2997	3105	2967	2972	2419	3,023
%CHANGE	**-9%**	**-18%**	**-14%**	**-13%**	**-14%**	**-12%**	**-11%**	**-14%**



APPENDIX

B TRAFFIC MOVEMENT DIAGRAMS

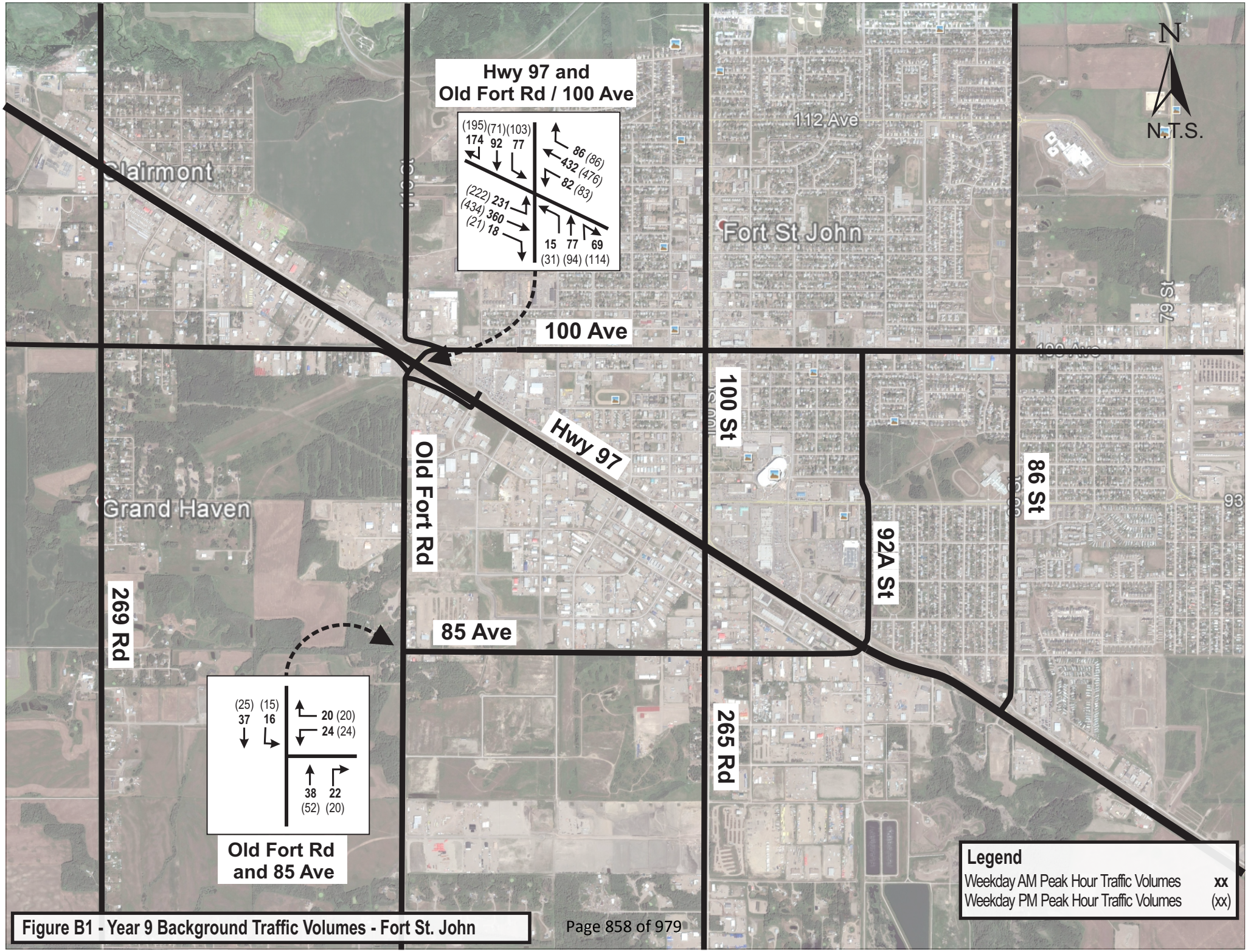


Figure B1 - Year 9 Background Traffic Volumes - Fort St. John

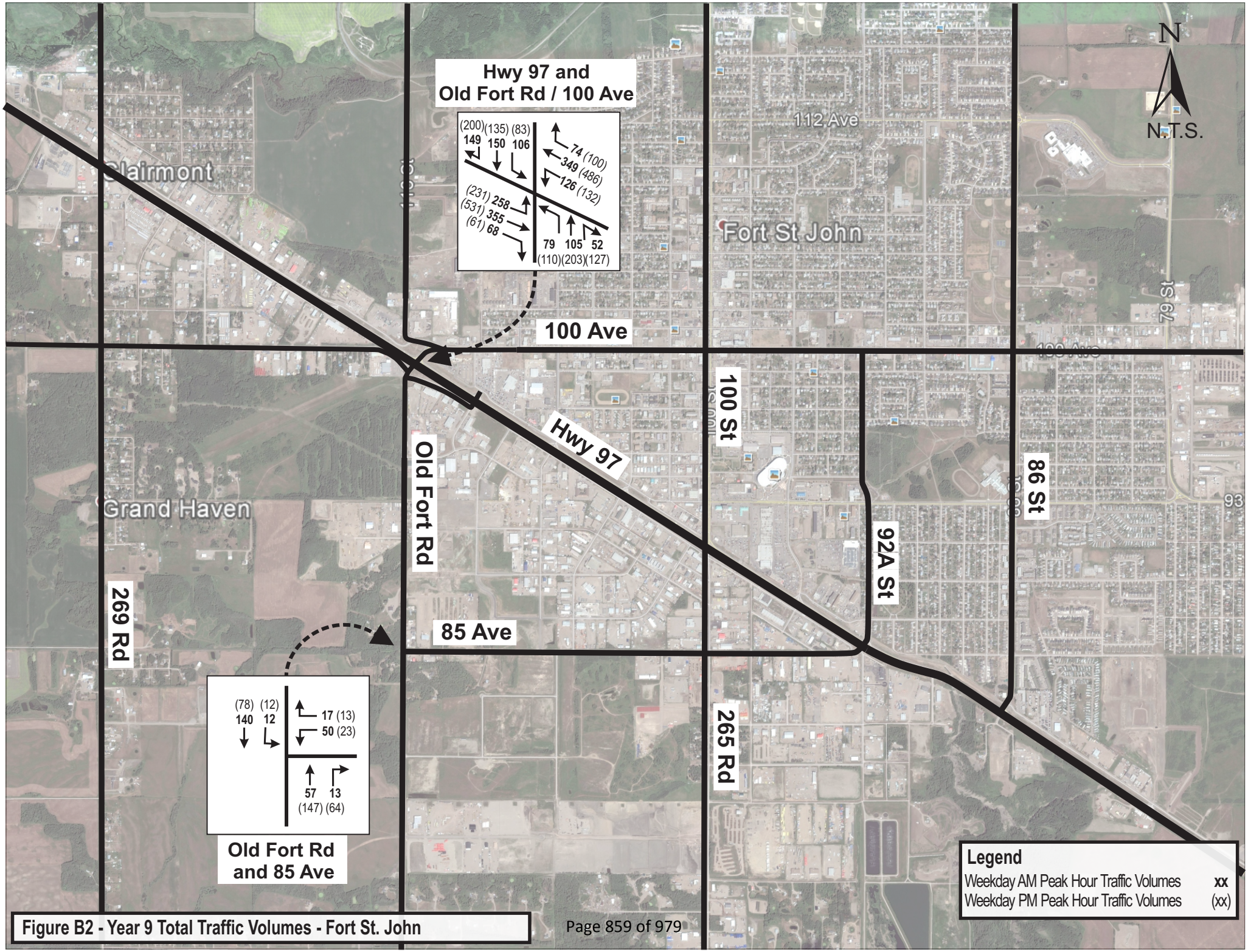


Figure B2 - Year 9 Total Traffic Volumes - Fort St. John

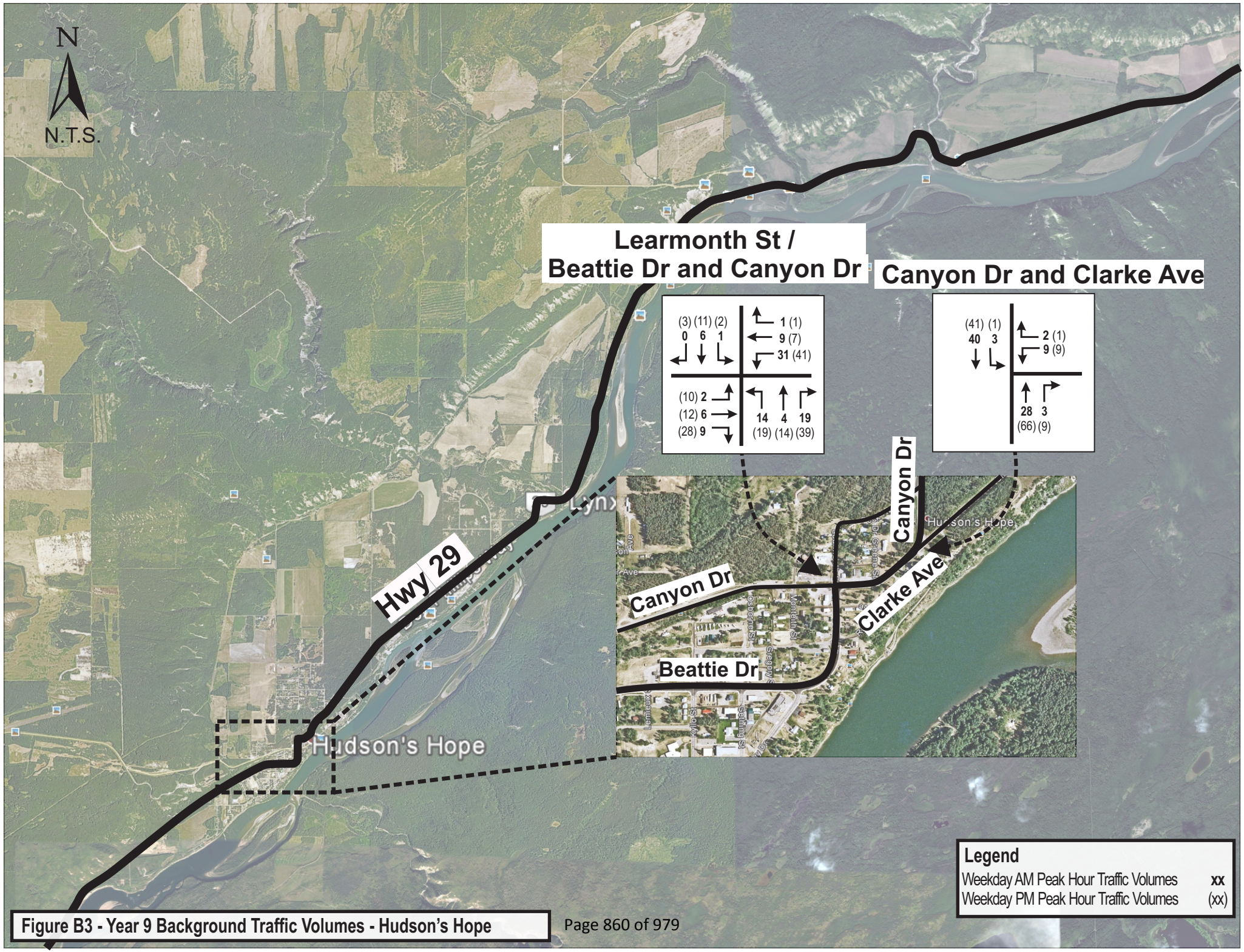


Figure B3 - Year 9 Background Traffic Volumes - Hudson's Hope

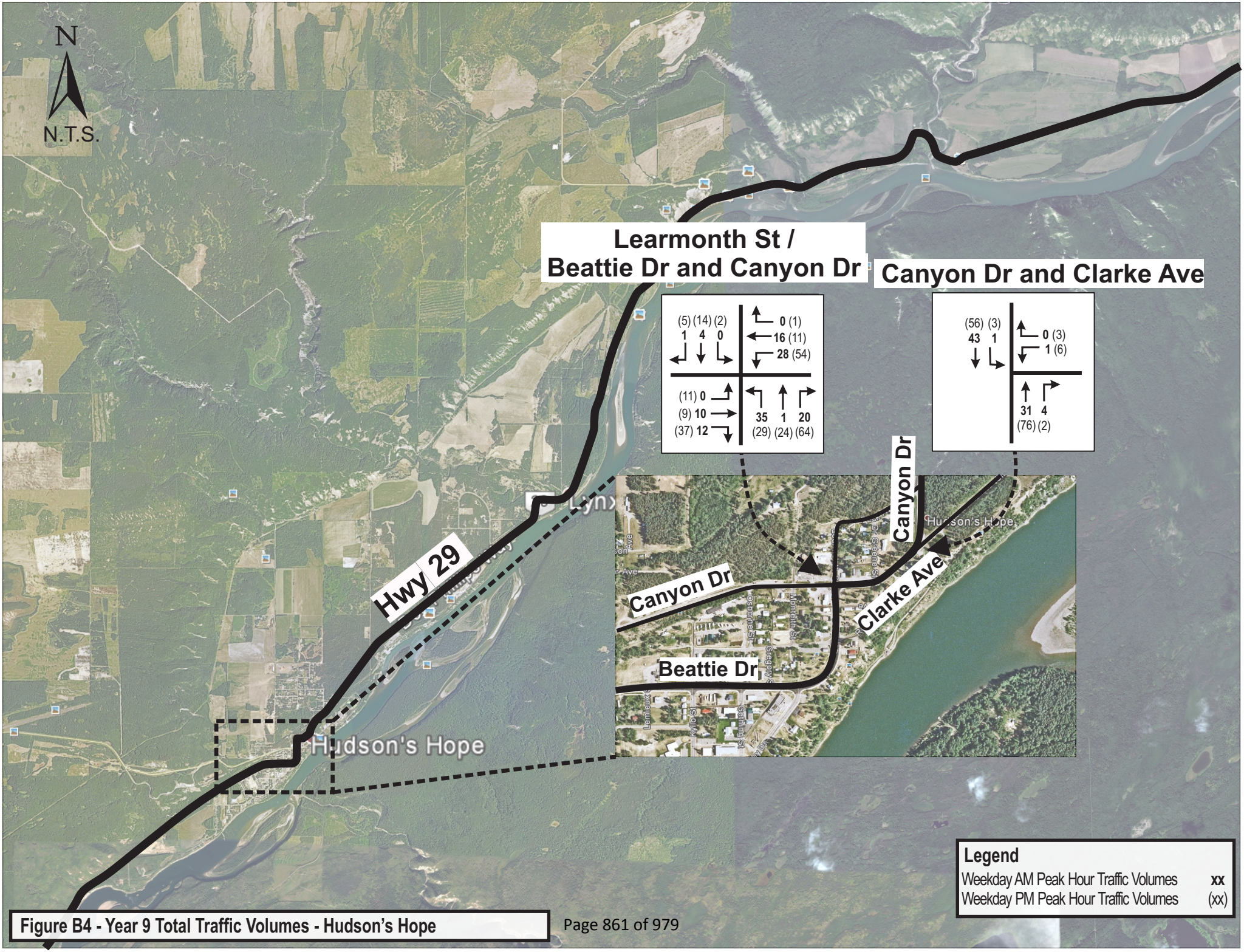


Figure B4 - Year 9 Total Traffic Volumes - Hudson's Hope

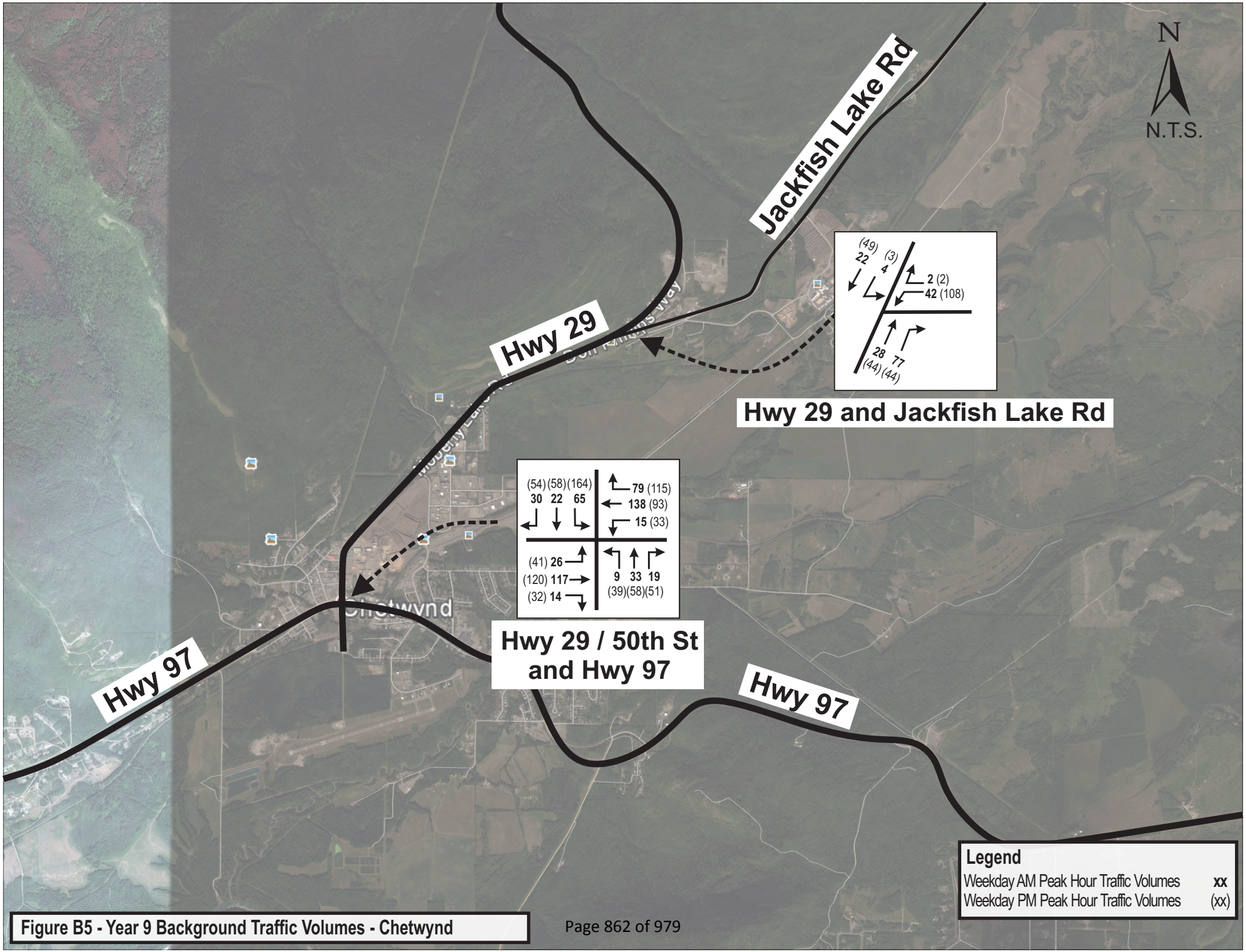


Figure B5 - Year 9 Background Traffic Volumes - Chetwynd

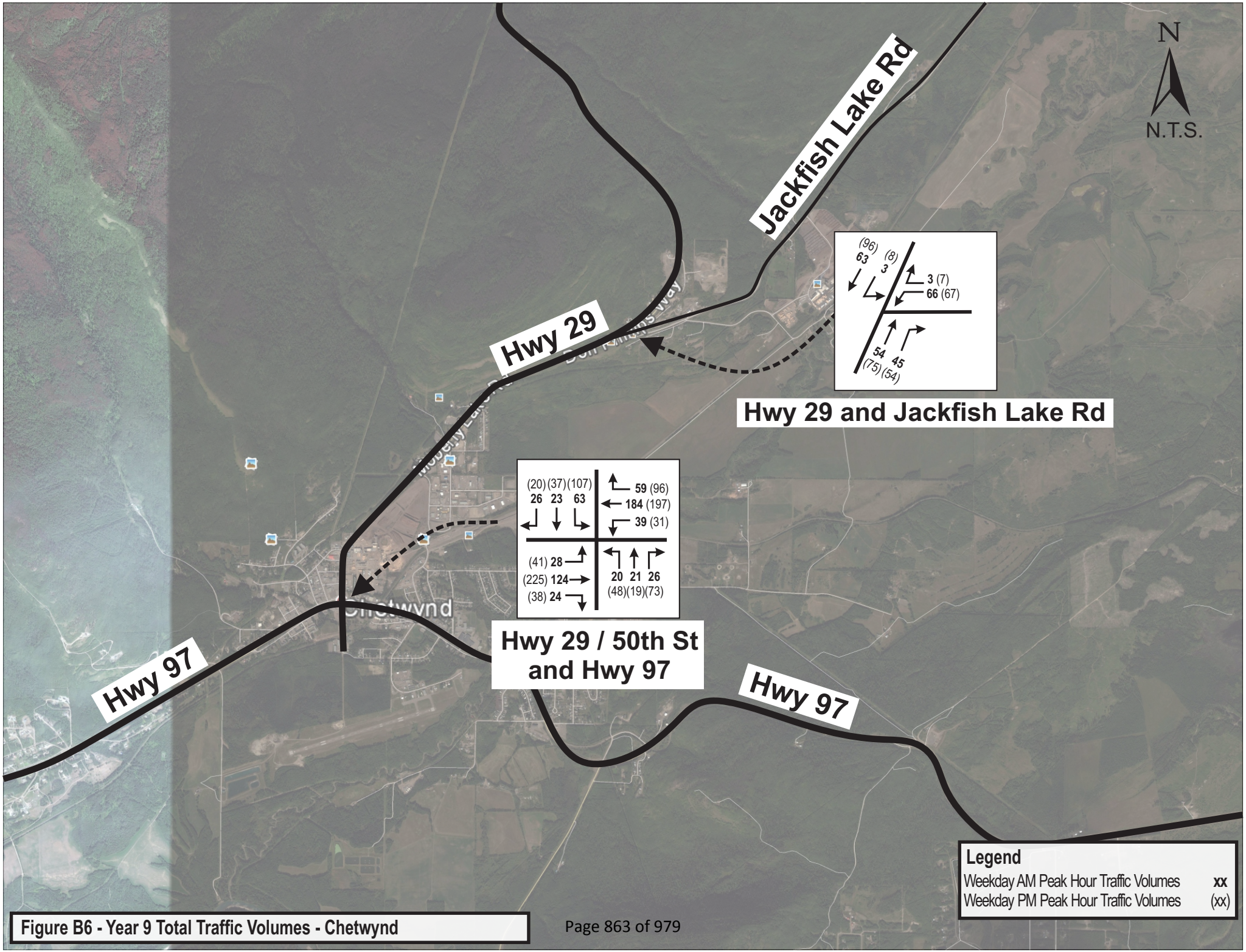


Figure B6 - Year 9 Total Traffic Volumes - Chetwynd

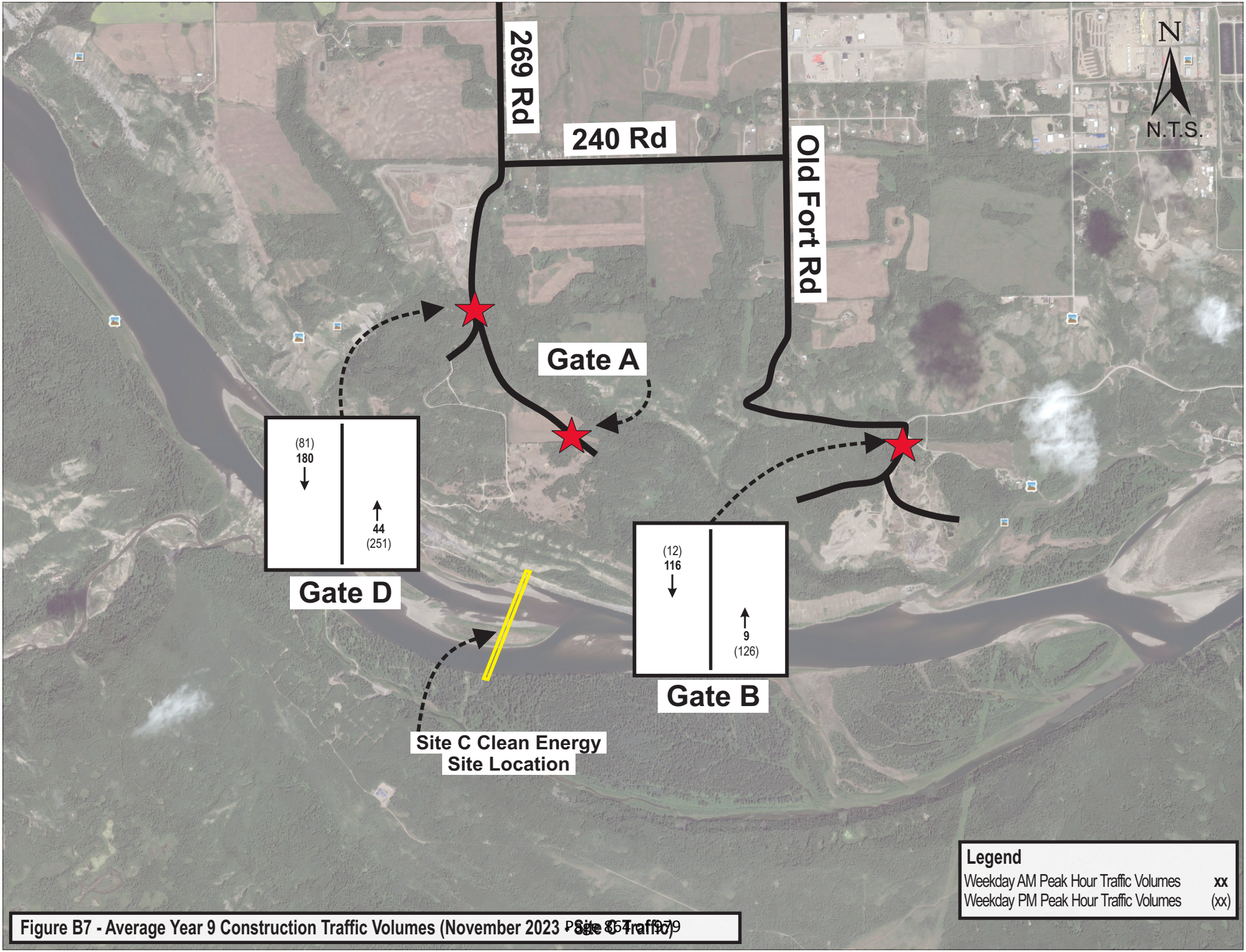


Figure B7 - Average Year 9 Construction Traffic Volumes (November 2023 - Site C Traffic)

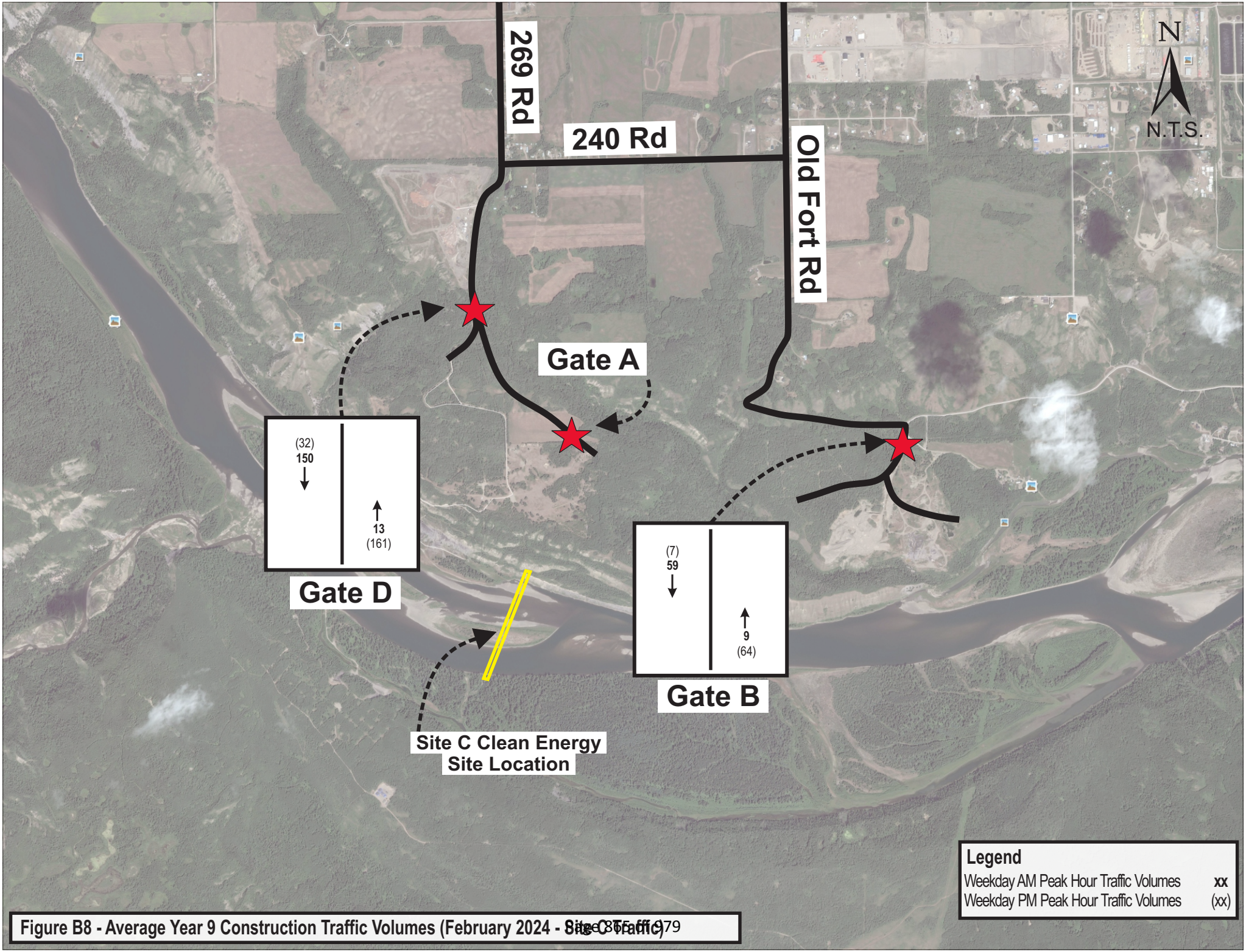


Figure B8 - Average Year 9 Construction Traffic Volumes (February 2024 - Site C Traffic)

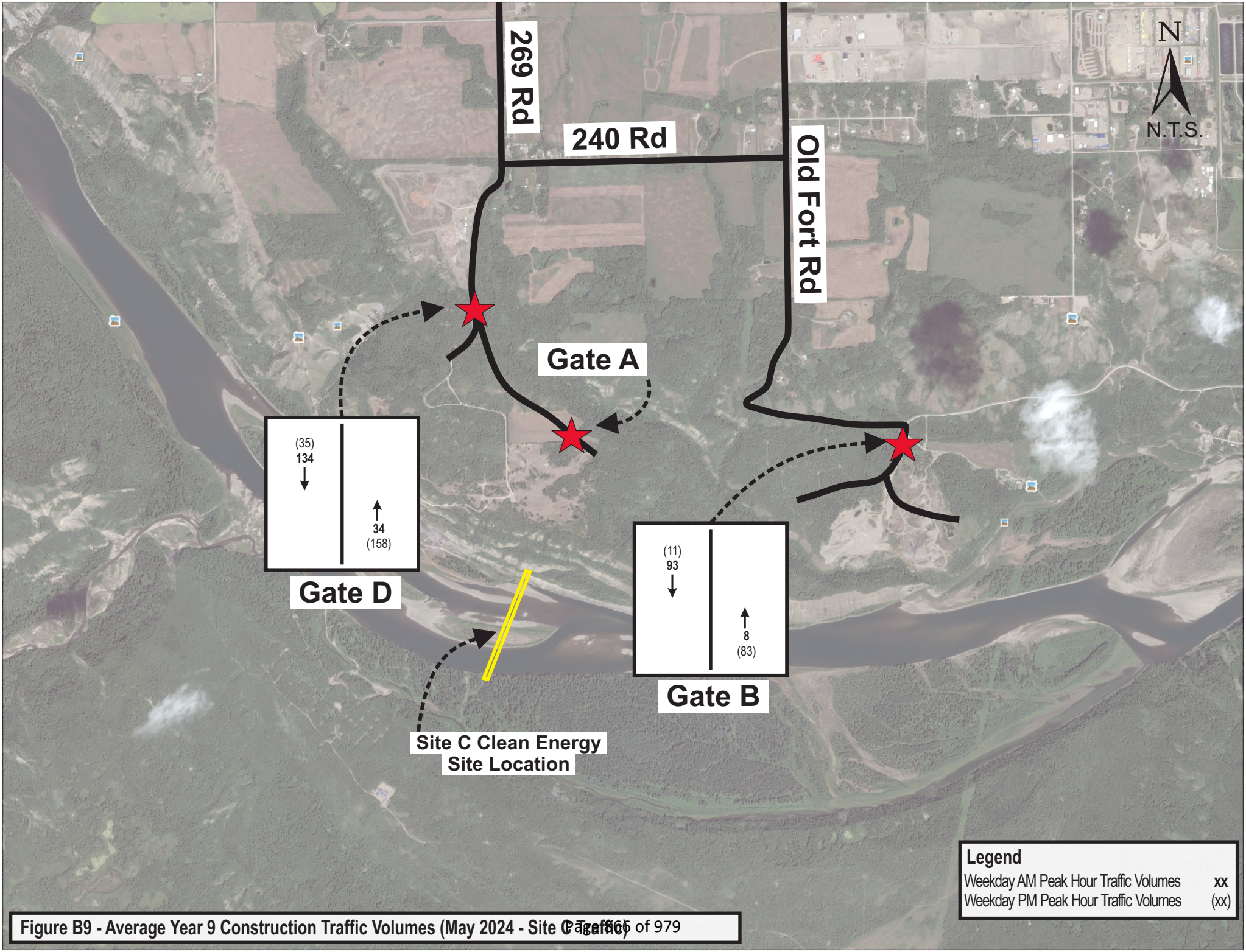


Figure B9 - Average Year 9 Construction Traffic Volumes (May 2024 - Site C Traffic)

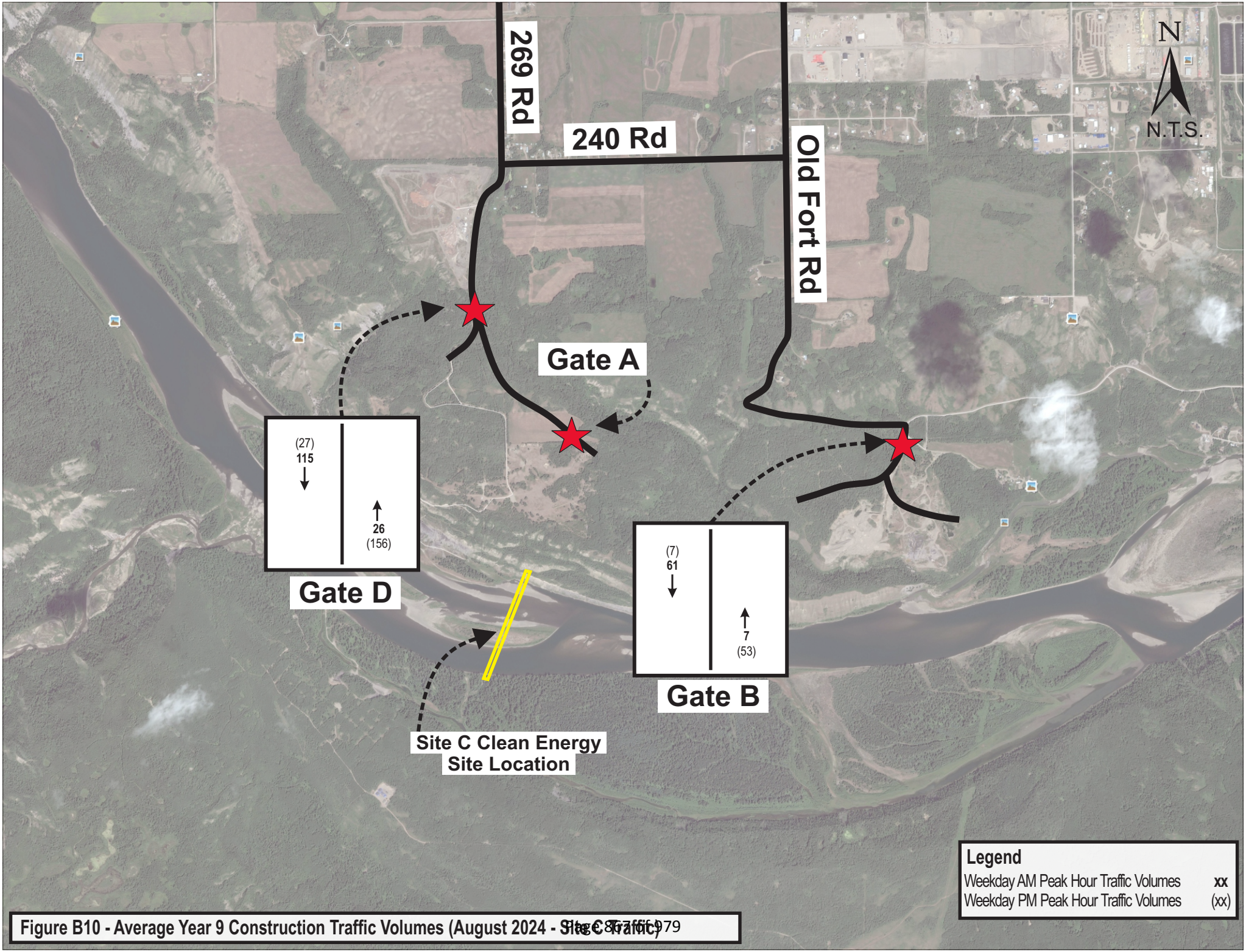


Figure B10 - Average Year 9 Construction Traffic Volumes (August 2024 - Stage 3 Traffic)

Appendix B. Year 9 Road Safety Monitoring Program

2025-03-26

Mr. Ben Rauscher, Project Manager – Community and Social Mitigation Manager

BC Hydro & Power Authority
Site C Clean Energy Project

Subject: Site C Clean Energy Project – Fort St. John, BC: Year 9 Road Safety Monitoring Program – Final

Dear Mr. Rauscher:

WSP Canada Group Limited (WSP) is pleased to provide the following letter report outlining the results and findings for the Year 9 (2024) Road Safety Monitoring Program, which is part of BC Hydro's overall Construction Traffic Monitoring Program for the Site C Clean Energy Project (the Project). Construction started in July 2015 and is expected to be completed in 2024.

1 INTRODUCTION

As part of the Site C Clean Energy Project's Environmental Impact Statement (EIS), BC Hydro developed a Traffic Monitoring and Mitigation Plan (TMMP) that forms the framework for studying the potential effects that the forecasted increase in vehicle traffic during construction on the regional road network may have on traffic operations and road safety.

As such, BC Hydro is committed to providing on-going road safety monitoring efforts at defined intersections in Fort St. John and the Peace River Regional District (PRRD) at regular periods throughout Project construction. A review of the collision statistics at the study intersections are to be undertaken annually. Quarterly reviews may be proposed for periods when construction traffic and baseline traffic are both anticipated to be high such as during the peak year of construction.

This letter report summarizes the results of the Year 9 Construction Traffic Monitoring Program, which identifies collision frequency and potential concerns at the study intersections between August 1, 2023, and July 31, 2024 (Year 9A). Collision data has also been provided for the three months spanning 1 August 2024 to October 31 2024, with reporting on this period included and referred to as Year 9B. Year 9A is the typical monitoring period, while Year 9B represents a 3-month extension to the typical monitoring period to reflect the reservoir filling process (August 25 to November 7, 2024) and achieving the first unit in power (October 28, 2024). It is noted that Year 9B is up to October 31, 2024 instead of November 7, 2024 due to the availability of collision data.

2 METHODOLOGY

To satisfy BC Hydro's road safety monitoring requirements for both Year 9A and Year 9B, WSP completed the following work program which is consistent with the work program followed in the previous construction years:

- Confirm study parameters:
  - Construction Year 9A collision review from August 1, 2023, to July 31, 2024;
  - Construction Year 9B collision review from August 1, 2024, to October 31 2024; and
  - Previous collision history for the pre-construction period from August 1, 2010, to July 31, 2015.
- Year 9A and 9B study intersections in Fort St. John:

1600 Buffalo Place
Winnipeg, MB, Canada
R3T 6B8
T: +1 204 477 6650
F: +1 604 683-8655
wsp.com

- 85 Avenue and Old Fort Road;
- Highway 97 and Old Fort Road;
- Highway 97 and 100 Street;
- Highway 97 and 85 Avenue; and
- 85 Avenue and 100 Street.

It is noted the intersection of Highway 97 and 269 Road was not in the original TMMP; however, this intersection was analyzed in Year 1 of the Project because of the road works on 240 Road and Old Fort Road, which may have transferred Project traffic to 269 Road. This intersection was not included in the Year 2 through Year 9A and Year 9B analyses. Figure 1 below shows the location of the study area intersections that are part of the collision monitoring program for Construction Years 9A and 9B of the Project in Fort St. John.

Figure 1 | Study Area Intersections Included in the Road Safety Monitoring Program (Image Source: Google Earth).

- Review the claims-based collision data received from the Insurance Corporation of British Columbia (ICBC) for:
- Collision frequency at each intersection including:
  - Total collisions, which is the sum of property damage only (PDO) collisions and severe collisions; and
  - Severe collisions, which are collisions that involve at least one person with an injury or fatal injury.
- Unlike the traffic-volume monitoring program for the Project, the TMMP does not prescribe explicit thresholds at which road safety improvements are required. Instead, the TMMP says that:

  "Additional mitigation and improvements, with the view to improving road safety, would be implemented by BC Hydro if the road safety performance monitoring at a location reaches a level when BC Hydro, MOTI, the PRRD and/or the City determine that improvements are necessary. This deterioration in safety performance must be due, substantively, to Project traffic. Other road authorities

may also, independent of BC Hydro, undertake road upgrades on monitored routes based on their own planning and requirements."[1]

3 COLLISION REVIEW

The Years 9A and 9B Dataset consists of claims-based collision data obtained from ICBC for the period from August 1, 2023, to October 31, 2024. People involved in a collision have two years from the date of the collision to report their claim to ICBC. The Years 9A and 9B Dataset was generated on November 8, 2024, and was current as of October 31, 2024. As such, the number of collisions reported in this report from October 31 2022 (two years before the date of the current warehouse data source date) to October 31 2024, may change if a future collision review of the project is prepared, as more people may come forward to submit their claims within their two-year time limit. It has been estimated by ICBC that roughly 75% of people submit their claims to ICBC within three months of the collision.[2] It is expected that most of the collision claims for the period of August 1, 2023, to July 31, 2024, were already made by the date of our collision data report, October 31, 2024 for Year 9A; however, it is likely that data in Year 9B would change if a future report is prepared. It is not possible to estimate the extent of change that could be expected.

Collision data was obtained from ICBC for the intersections in Fort St. John noted below:

- Old Fort Road at 85 Avenue;
- Highway 97 at Old Fort Road;
- Highway 97 at 100 Street;
- Highway 97 at 85 Avenue; and
- 85 Avenue at 100 Street.

At each intersection, the following analysis has been undertaken to determine whether construction traffic has had an impact on road safety:

1. A pre-construction collision frequency review was undertaken to determine how closely the Construction Year collision frequency compared to the collision frequency in previous years. This review is described in the subsequent sections of the report.

2. For each intersection, a Construction Period analysis has been undertaken for Years 9A and 9B compared to the pre-construction period using a dashboard developed from the ICBC data, including:

    a. collision frequency of all collisions
    b. collision frequency of severe collisions
    c. collision configuration proportions
    d. time distribution of collisions on weekdays
    e. time distribution of collisions by month

3. In the TMMP, it was stated that collision frequency during construction was expected to increase in the order of ten percent over the pre-construction collision frequencies. We have developed our data analysis to show the measured collision data in each year against the benchmark pre-construction + 10% in graphs A (all collisions) and B (severe collisions), with any data above the benchmarks flagged in the report body in **bold text**. Where intersections exceed the 10% threshold and show a change in any of their configuration proportions, time distribution on weekdays or over the year, construction traffic or Winter road conditions

[1] BC Hydro, *Traffic Monitoring and Mitigation Plan – Fort St. John and North Bank Area Roads*, October 29, 2015, pg. 13

[2] Laurel Richl's telephone communication with Paul de Leur, August 2016

may have contributed to increases in collision frequencies may have contributed to a road safety issue at that intersection. Further discussion on this is provided in the next report sections.

3.1 PRE-CONSTRUCTION PERIOD COLLISION REVIEW

Table 1 shows the collision frequency each year, the total five-year collision frequency, and the average collision frequency at each intersection location in the five-year preconstruction period. This table was generated using the data provided by ICBC from the Year 2 Road Safety Review. As noted in the Year 3 Road Safety Monitoring Program report, the Year 2 Dataset is the most up-to-date collision data that is available for the pre-construction period and will be used for subsequent construction frequency reviews. Furthermore, the Year 2 Dataset is considered the final pre-construction period collision frequencies as it is not subject to changes because the period to file a claim with ICBC has expired.

For Year 9B when collision data is only available for the months August to October 2024, the quarterly average for the pre-construction years used to develop the quarterly benchmark is based on all 12 months of the year rather than the quarterly average based on the specific months we have data for in Year 9B. This is due to the rare and random nature of collisions and the low number of collisions per month.

Table 1 | Pre-Construction Period Collision Frequency Final Dataset.

Intersection	2010 - 2011		2011 - 2012		2012 - 2013		2013 - 2014		2014 - 2015		Five Year Collision Frequency (col / 5 year)		Average Collision Frequency (col / year)		Average Collision Frequency (col / quarter)	
	Severe	Total	Severe	Total	Severe	Total	Severe	Total	Severe	Total	Severe	Total	Severe	Total	Severe	Total
Old Fort Road / 85 Avenue	0	0	0	1	0	1	0	0	0	0	0	2	0.0	0.4	0.0	0.1
Highway 97 / Old Fort Road	4	11	8	16	7	21	7	19	11	29	37	96	7.4	19.2	1.9	4.8
Highway 97 / 100 Street	5	14	4	20	3	9	4	17	9	28	25	88	5.0	17.6	1.3	4.4
Highway 97 / 85 Avenue	1	3	0	1	0	5	2	3	3	13	6	25	1.2	5.0	0.3	1.3
85 Avenue / 100 Street	0	0	1	1	0	1	1	3	1	1	3	6	0.6	1.2	0.2	0.3

Source: Year 2 Dataset received from ICBC on August 2, 2018

Note: Collision data noted for each year are for collisions that occurred between August 1 to July 31 of the subsequent year.

The information shown in Table 1 indicates that collision frequency can vary significantly at the same intersection from year to year. At some locations, the difference in collision frequency could be as much as a factor of three. For example, the total collision frequency at Highway 97 and 100 Street varied from a low of nine collisions per year to a high of 28 collisions per year in the five-year period before the beginning of the Project. Collision frequency variation can be due to several factors including:

- The rare and random nature of collisions;
- Changes in traffic volumes;
- Changes to road construction and maintenance locations; and
- Year to year differences in weather and road conditions.

These variations are why collision data representing a brief period can be less reliable and why it is preferable to have several years of collision data prior to determining whether a location is collision prone.

3.2 INTERSECTION CONSTRUCTION PERIOD ANALYSIS

3.2.1 85 AVENUE AT OLD FORT ROAD

The intersection analysis of Old Fort Road at 85 Avenue is shown in **Figure 2**. From the analysis, we can make the following observations:

A – All collisions annual frequency

- There were zero collisions at this intersection in both Year 9A and in Year 9B.
- The total number of collisions in both Year 9A and Year 9B was below the benchmark (pre-construction annual average + 10%) of 0.4 collisions per year.
- The annual average collision frequency over all construction years from Year 1 – Year 9A was 0.9 collisions per year, which exceeds the benchmark (pre-construction annual average + 10%) of 0.4 collisions per year.

B – Severe collisions annual frequency

- There were no severe collisions at this intersection in either the pre-construction period or during construction.

C – Collision configuration proportions

- Prior to construction, collision configuration proportions were 50% single vehicle and 50% conflicted.
- During construction, the collision proportions were 12.5% undetermined and 87.5% single vehicle.
- No collisions were reported in Year 9A or Year 9B.

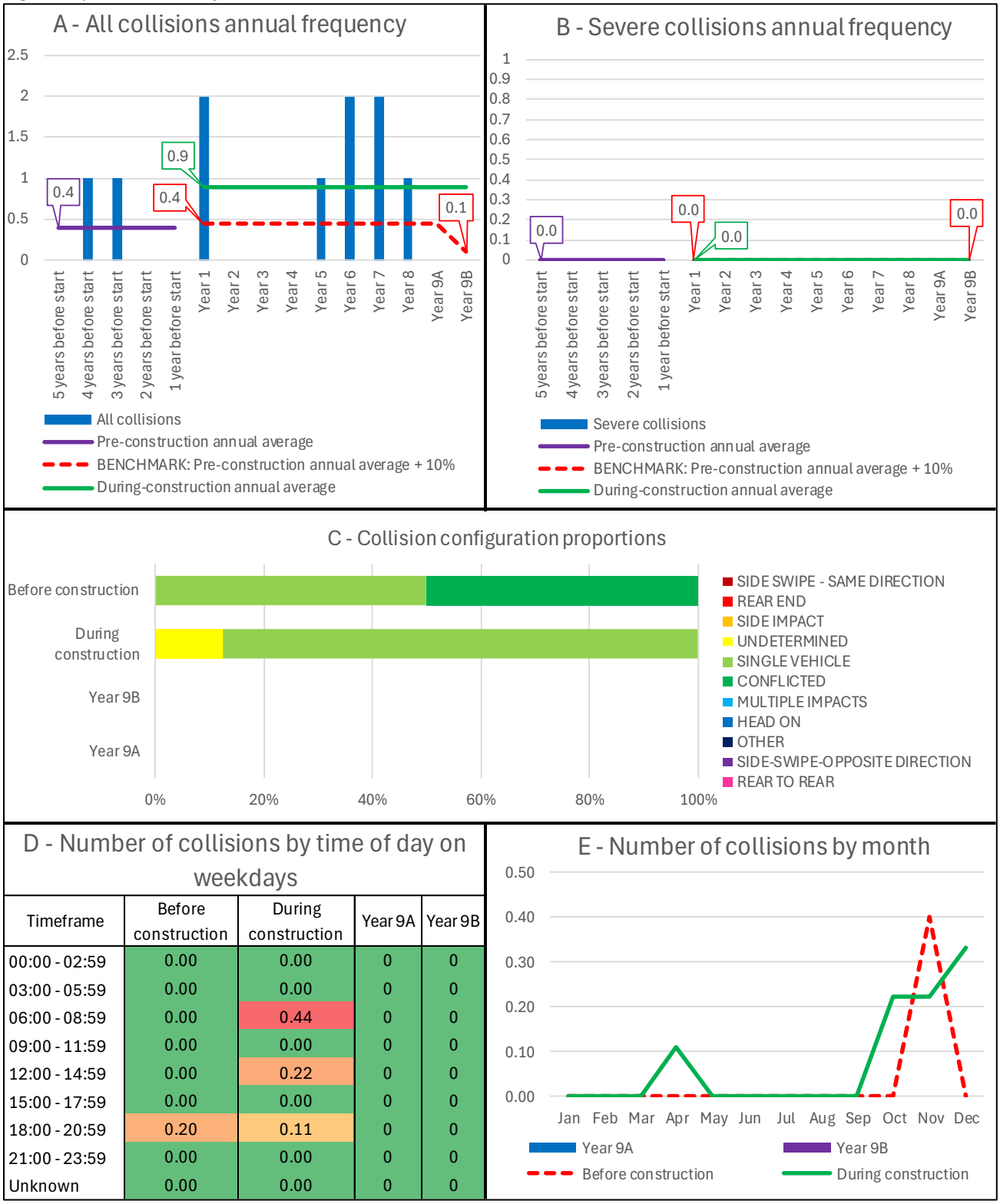
D – Number of collisions by time of day on weekdays

- Before construction, there were on average 0.2 collisions per year between 6:00-8:59 PM, with no other collisions recorded in any other period.
- During construction, there was on average 0.4 collisions per year between 6:00-8:59 AM, with lower peaks of 0.2 collisions per year between 12:00-2:59 PM and 0.1 collisions per year between 6:00-8:59 PM.
- No collisions were reported in Year 9A or Year 9B.

E – Number of collisions by month

- Before construction, there were on average 0.4 collisions per year in November, and no collisions at any other time of year.
- During construction, there were on average 0.1 collisions per year in March, 0.2 collisions per year in each of October and November, and 0.3 collisions per year in December.
- No collisions were reported in Year 9A or Year 9B.

Figure 2 | Collision analysis at Old Fort Road and 85 Avenue.



D - Number of collisions by time of day on weekdays

Timeframe	Before construction	During construction	Year 9A	Year 9B
00:00 - 02:59	0.00	0.00	0	0
03:00 - 05:59	0.00	0.00	0	0
06:00 - 08:59	0.00	0.44	0	0
09:00 - 11:59	0.00	0.00	0	0
12:00 - 14:59	0.00	0.22	0	0
15:00 - 17:59	0.00	0.00	0	0
18:00 - 20:59	0.20	0.11	0	0
21:00 - 23:59	0.00	0.00	0	0
Unknown	0.00	0.00	0	0

Traffic volume considerations

Table 2 below is an extract from the Year 9 Traffic Monitoring Report, prepared by WSP in March 2025. It shows the total traffic volume entering the intersection during the AM and PM peak hours at Old Fort Road and 85 Avenue each year compared to the background traffic volumes for that year as a percentage. The percentages for each year are calculated by subtracting the background volume from the measured volume for that year, then dividing by the background volume. From the table below we can observe:

- Year 9A had moderate peak hour volumes compared to other years during construction, but lower volumes than recent Years 7 and 8.
- Year 9A had higher peak hour volumes compared to the background traffic, with about 84% more in the AM peak and 116% more in the PM peak.
- The moderate traffic volumes at this intersection in Year 9A compared to other years align with or show improved road safety with the lower number of total collisions at the intersection in Year 9A.

Table 2 | Year 9A peak hour traffic comparisons against background at the Old Fort Road and 85 Avenue study intersection.

Peak Hour	2024	2015	2016	2016	2016	2017	2018	2019	2020	2021	2022	2023	2024
	Background	Y1Q1	Y1Q2	Y1Q3	Y1Q4	Y2	Y3	Y4	Y5	Y6	Y7	Y8	Y9A
		Nov	Feb	Apr	Jul	May	May	Peak	Peak	May	May	Jun	Jun
	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)
AM	157	168	119	111	197	285	182	230	217	226	318	378	289
		28%	-9%	-15%	50%	118%	39%	76%	66%	73%	152%	152%	84%
PM	156	209	181	178	187	266	231	297	354	267	338	420	337
		61%	39%	37%	44%	105%	78%	128%	172%	105%	149%	182%	116%

Discussion of observations

The intersection of 85 Avenue and Old Fort Road has a small number of collisions, such that it is difficult to draw meaningful conclusions from the analysis, especially considering the rare and random nature of crashes. For instance, the benchmark of the pre-construction annual average collision frequency + 10% is set at 0.4 total crashes per year, such that even one collision per year would exceed the benchmark and comparing the collision configuration proportions from one year to the next and against the pre-construction period is far less meaningful when there is only about one crash each year.

However, two key patterns can be observed from the analysis nonetheless:

- There were no severe collisions at all during the construction period, which is consistent with the pre-construction period. This is important, as severe collisions are those where people are injured, while the total collisions also include property damage only crashes. As such, no collisions at this intersection during the study period resulted in injuries.
- The time of year pattern with more collisions in October-December months during construction is consistent with the pre-construction period, showing that this pattern is likely due to other factors aside from the increased traffic volumes in some years. Several other likely explanations for increased collisions during these months are the change in weather conditions from Fall to Winter resulting in increased ice on the road in relation to the

timing at which drivers install Winter tires on their vehicles, and the change in natural lighting conditions with more travel in the dark.

3.2.2 HIGHWAY 97 AT OLD FORT ROAD

The intersection analysis of Highway 97 at Old Fort Road is shown in **Figure 3.** From the analysis, we can make the following observations:

A – All collisions annual frequency

- There were 22 collisions at this intersection in Year 9A and 4 collisions in Year 9B.
- The total number of collisions in **Year 9A exceeded the benchmark of 21.1 collisions per year**. In Year 9B total collisions were below the benchmark of 5.3 collisions per quarter.
- The annual average collision frequency over all construction years from Year 1 – Year 9A was 14.6 collisions per year, which is below the benchmark (pre-construction annual average + 10%) of 21.1 collisions per year.

B – Severe collisions annual frequency

- There were eight severe collisions at this intersection in Year 9A and two in Year 9B.
- The severe collisions in both Years 9A and 9B was below the benchmark of 8.1 severe collisions per year.
- The during-construction average over all years was 4.7 severe collisions per year, which is also below the benchmark of 8.1 collisions per year.

C – Collision configuration proportions

- Prior to construction, the dominant collision configurations were rear end (48%) and conflicted (25%).
- During construction, the dominant collision configuration proportions were rear end (53%) and single vehicle (16%).
- In Year 9A the dominant collisions configuration proportions were rear end (41%), side impact (23%) and single vehicle (18%).
- In Year 9B the dominant configuration proportions were rear end (50%), undetermined (25%) and side impact (25%).

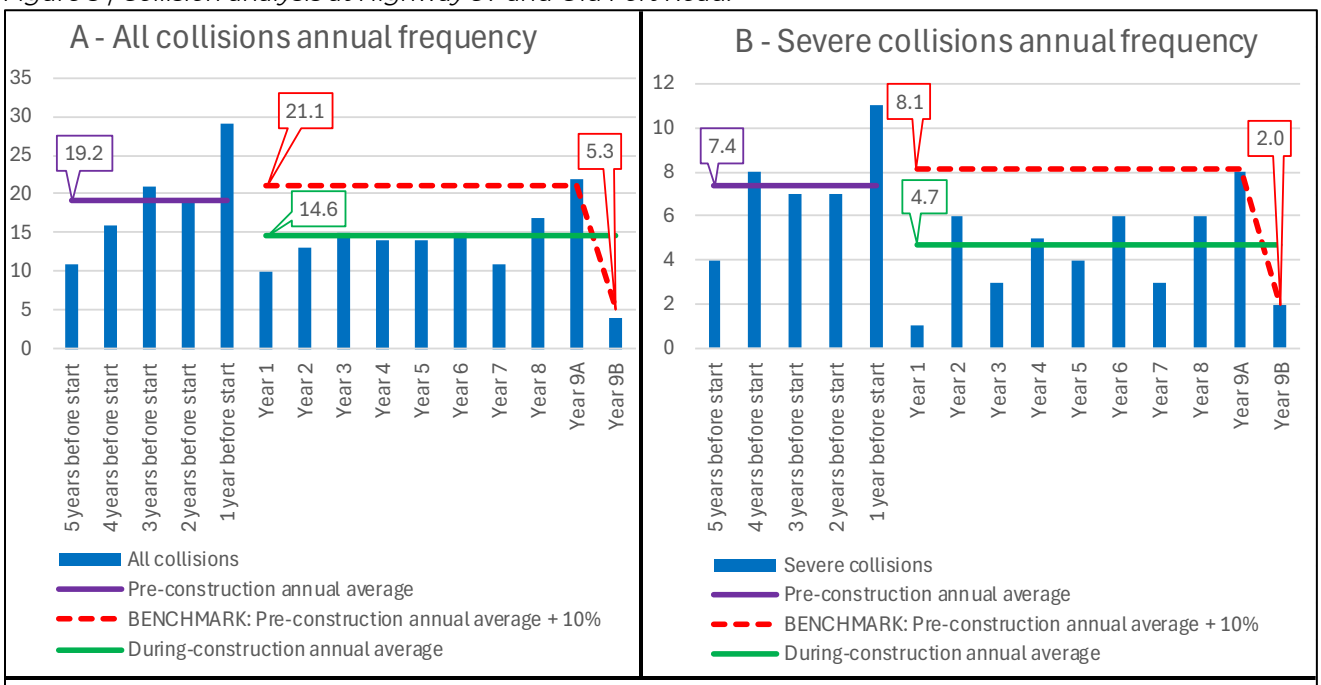
D – Number of collisions by time of day on weekdays

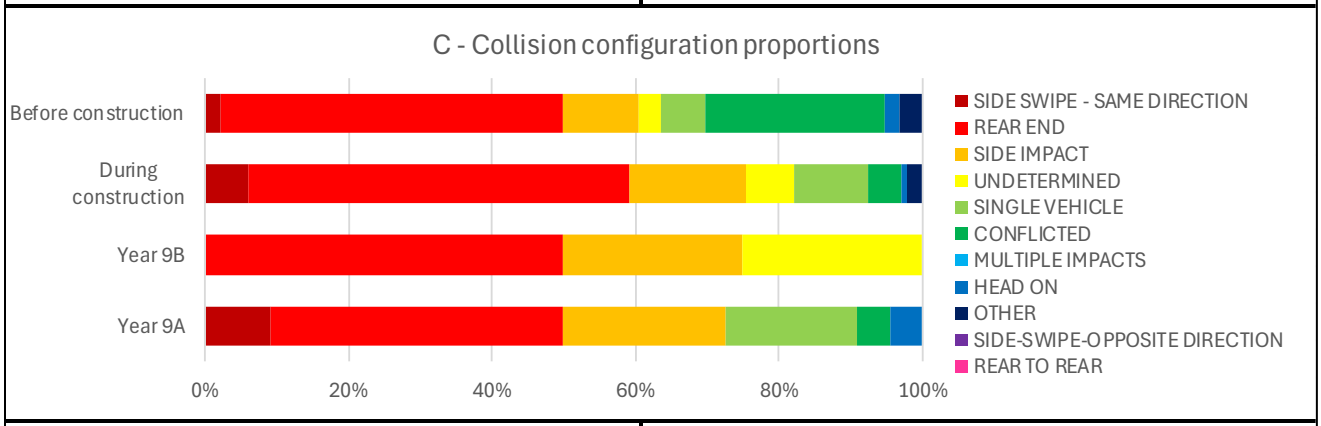
- Before construction, there were consistent collision frequencies per year of around 2.4 collisions per three-hour period between 3:00AM – 2:59PM, with a peak up to 4 collisions per three-hour period between 3:00PM – 5:59PM.
- During construction, lower collision average rates of around 1.5 collisions per three-hour period over the year were observed during daylight hours, with a less pronounced peak of around 3 collisions per three-hour period between 12:00PM – 5:59PM.
- In Year 9A, collision patterns over the day reflected the before construction patterns, with a peak of 3 collisions over the year in the 3:00PM-5:59PM period. There was also a lower peak of 2 collisions between 12:00AM – 2:59AM in Year 9A.
- In Year 9B, there was a peak in the morning, with 2 collisions between 9:00AM-11:59AM over the quarter.

E – Number of collisions by month

- Before construction, there were peaks in the annual average collision frequency per month in January (2.6 collisions per year), June (2.4 collisions per year) and November (3.4 collisions per year).
- During construction, there were not obvious peaks at any time of year, with an average monthly collision frequency between 0.4 collisions per month in May and 1.7 collisions per month in August and November.
- In Year 9A there were 22 collisions, with peaks in January, June and November.
- In Year 9B there was between one and two collisions each month over the quarter.

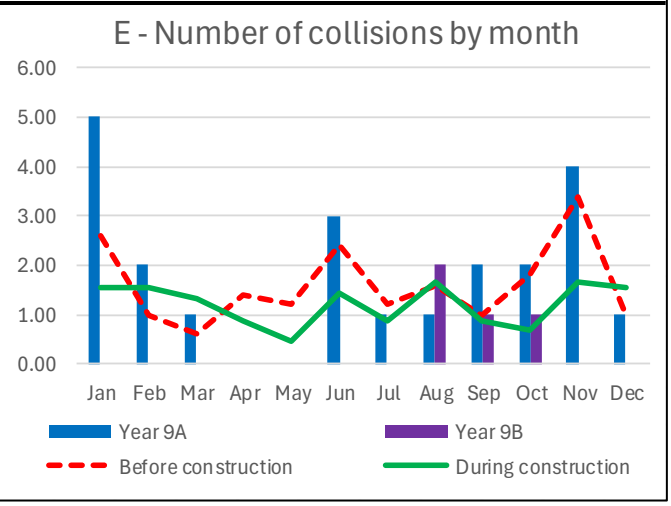
Figure 3 | Collision analysis at Highway 97 and Old Fort Road.





D - Number of collisions by time of day on weekdays

Timeframe	Before construction	During construction	Year 9A	Year 9B
00:00 - 02:59	0.80	0.22	2	0
03:00 - 05:59	2.20	0.78	1	0
06:00 - 08:59	2.60	1.44	0	0
09:00 - 11:59	2.20	1.89	3	2
12:00 - 14:59	2.40	3.11	4	1
15:00 - 17:59	4.00	3.11	5	0
18:00 - 20:59	1.00	1.22	0	0
21:00 - 23:59	0.00	0.44	0	0
Unknown	0.00	0.00	0	0



Traffic volume considerations

Table 3 below is an extract from the Year 9 Traffic Monitoring Report, prepared by WSP in March 2025. It shows the total traffic volume entering the intersection during the AM and PM peak hours at Highway 97, Old Fort Road and 100 Avenue each year compared to the background traffic volumes for that year as a percentage. The percentages for each year are calculated by subtracting the background volume from the measured volume for that year, then dividing by the background volume. From the table below we can observe:

- Year 9A had similar or slightly higher peak hour volumes to other years of construction during both the AM and PM peaks.
- Year 9A had higher peak hour volumes by a factor of 24% in the PM peak compared to the background traffic. The AM peaks were similar to the background volumes.

Table 3 | Year 9 peak hour traffic comparisons against background at the Highway 97, Old Fort Road and 100 Avenue study intersection.

Peak Hour	2024	2015	2016	2016	2016	2017	2018	2019	2020	2021	2022	2023	2024
	Background	Y1Q1	Y1Q2	Y1Q3	Y1Q4	Y2	Y3	Y4	Y5	Y6	Y7	Y8	Y9A
		Nov	Feb	Apr	Jul	May	May	Peak	Peak	May	May	Jun	Jun
	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)
AM	1713	1804	1722	1701	1521	1728	1684	1780	1732	1728	1737	1717	1871
		26%	20%	19%	6%	21%	17%	24%	21%	21%	15%	5%	9%
PM	1930	2056	1857	1941	1958	2233	1805	2083	2130	2185	2275	2400	2399
		27%	15%	20%	21%	38%	12%	29%	32%	35%	33%	30%	24%

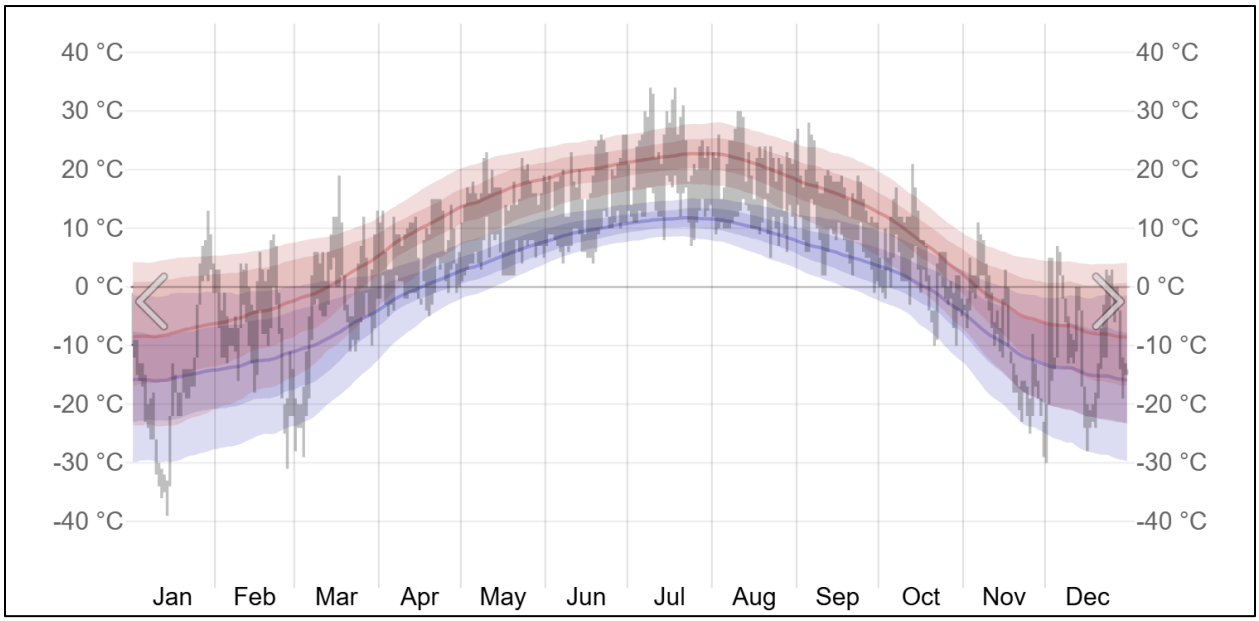
Discussion of observations

The intersection of Highway 97, Old Fort Road and 100 Avenue had markedly less collisions during most of the construction than in the pre-construction period, except in Year 9A, with Year 9A collision frequencies at or below the benchmarks. As such, the Site C project had no negative effects on road safety at this intersection.

Notable changes in Year 9A and Year 9B compared to other years in the time of day and month of year graphs include:

- Year 9B had a higher proportion of undetermined collision configurations (25%) than other years. However, there were only 4 collisions in Year 9B, so this only represents 1 collision.
- Year 9A had more collisions in the 12:00PM – 17:59PM period than pre-construction period. This could be due to slightly higher volumes at the intersection during the PM peak than in some other years.
- Year 9A had more collisions in January (5 total) than is typical. The graph in **Figure 4** shows much lower temperatures were recorded in Fort St. John in January 2024 than typical, so it is likely that severe Winter conditions may have resulted in an increased number of collisions at this intersection in Year 9A particularly in January.

Figure 4 | Fort St. John Airport temperature 2024 history from Weatherspark[3], showing a drop in typical temperatures in January. The daily range of reported temperatures (gray bars) placed over the daily average high (faint red line) and low (faint blue line) temperature, with 25th to 75th and 10th to 90th percentile bands.



3.2.3 HIGHWAY 97 AND 100 STREET

The intersection analysis of Highway 97 at 100 Street is shown in **Figure 5**. From the analysis, we can make the following observations:

A – All collisions annual frequency

- There were 10 collisions at this intersection in Year 9A and 2 collisions in Year 9B.
- The total number of collisions in both Year 9A and Year 9B was below the benchmark (pre-construction average + 10%) of 19.4 and 4.8 collisions per year respectively.
- The annual average collision frequency over all construction years from Year 1 – Year 9A was 15.7 collisions per year, which is below the benchmark (pre-construction annual average + 10%) of 19.4 collisions per year.

B – Severe collisions annual frequency

- There were two severe collisions at this intersection in Year 9A and one in Year 9B.
- The number of severe collisions in both Years 9A and 9B was below the benchmark of 5.5 or 1.4 collisions per year or quarter.
- The during-construction average over all years was 5.6 severe collisions per year, which is similar but slightly above the benchmark of 5.5 collisions per year.

C – Collision configuration proportions

- Prior to construction, the dominant collision configurations were rear end (38%), side impact (15%) and conflicted (22%).
- During construction, the dominant collision configuration proportions were rear end (38%), side impact (21%), single vehicle (11%) and conflicted (13%). Conflicted collisions are when multiple or differing collision configurations are reported to ICBC.

[3] https://weatherspark.com/h/y/1425/2024/Historical-Weather-during-2024-in-Fort-St.-John-British-Columbia-Canada

- In Year 9A the dominant proportions were rear end (20%), side impact (30%) and undetermined (20%).
- In Year 9B the dominant configuration proportions were rear end (50%) and undetermined (50%).

D – Number of collisions by time of day on weekdays

- Before construction, there was a peak of around 4 collisions between 6:00AM – 8:59AM, with consistent collision frequencies per year of around 2-3 collisions per three-hour period during daylight hours.
- During construction, collision frequencies were typically between 2.1-3.3 collisions per three-hour period during daylight hours on average over each year.
- In Year 9A, collision patterns over the day were lower than before construction, with a peak between 3:00PM and 5:59PM.
- In Year 9B, collision numbers were low with collisions only occurring in the late afternoon and evening.

E – Number of collisions by month

- Before construction, there were peaks in the annual average collision frequency per month in January (2.6 collisions per year), May (2.0 collisions per year), August and December (each 2.2 collisions per year).
- During construction, there were peaks in from September to December each year with collisions ranging from 1.6 to 2.2 in this period.
- In Year 9A there were peaks of 2 collisions in May, September and October with other months following pre-construction patterns.
- In Year 9B the collision pattern generally followed or was below the pre-construction pattern.

Traffic volume considerations

Year 9A traffic counts were not provided for the Highway 97 and 100 Street intersection due to tampering with the cameras during traffic data collection in 2024. As such, **Table 4** below provides an extract from the Years 7 and 8 Traffic Monitoring Report, prepared by WSP in January 2025, alongside the Year 9A background traffic volumes calculated in the Year 9 Traffic Monitoring Report prepared in March 2025. It shows the total traffic volume entering the intersection during the AM and PM peak hours at Highway 97 and 100 Street each year compared to the background traffic volumes for that year as a percentage. The percentages for each year are calculated by subtracting the background volume from the measured volume for that year, then dividing by the background volume. From the table below we can observe:

- Background traffic volumes from Year 7 to Year 9A appear to be growing such that higher traffic volumes than previous years may have been observed in Year 9A than previous periods had the counting equipment not been tampered with.

Table 4 | Year 7 and 8 peak hour traffic comparisons against background at the Highway 97 and 100 Street study intersection.

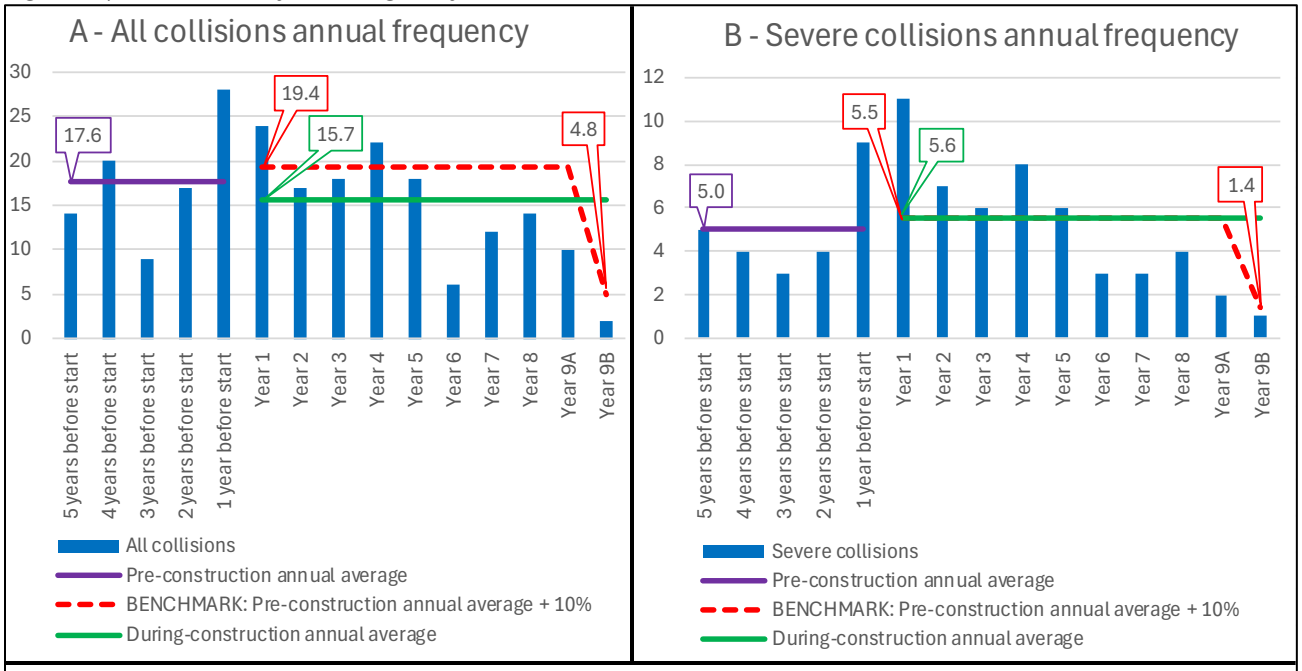
Peak Hour	2022	2023	2024	2015	2016	2016	2016	2017	2018	2019	2020	2021	2022	2023	2024
	Background			Y1Q1	Y1Q2	Y1Q3	Y1Q4	Y2	Y3	Y4	Y5	Y6	Y7	Y8	Y9A
				Nov	Feb	Apr	Jul	May	May	Peak	Peak	May	May	Jun	Jun
	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)
AM	1506	1624	1705	1766	1692	1629	1739	1739	1675	1677	1602	1538	1630	1662	-
				24%	18%	14%	22%	22%	17%	17%	12%	8%	8%	2%	-
PM	1945	2098	2201	2416	2040	2126	2190	2354	1984	2288	2302	2184	2398	2256	-
				31%	11%	15%	19%	28%	8%	24%	25%	19%	23%	8%	-

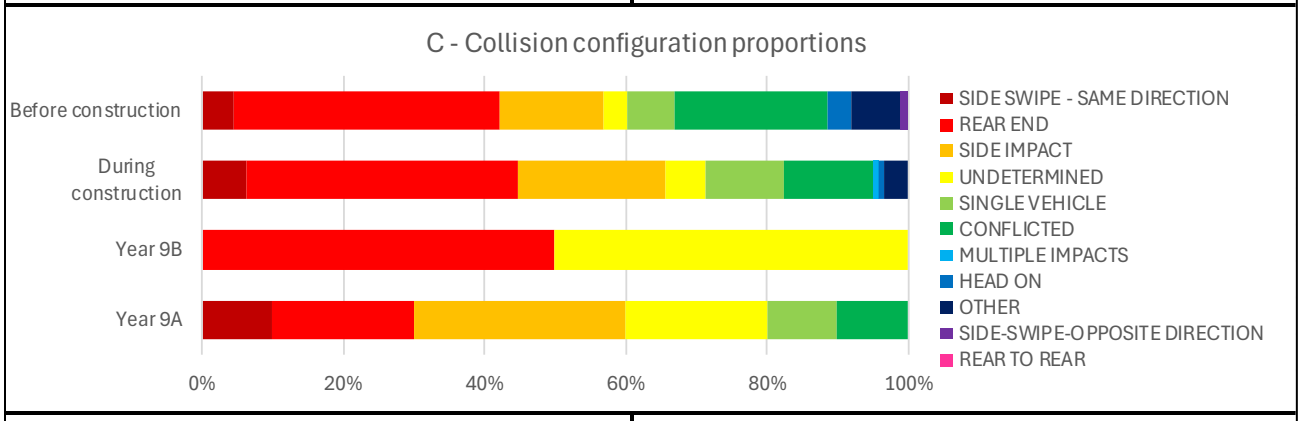
Discussion of observations

The intersection of Highway 97 and 100 Street had fewer total collisions per year (15.7) during construction compared to the benchmark pre-construction average + 10% (19.4), and similar quantities of severe collisions per year (5.6) than during pre-construction average + 10% (5.5). While the average annual severe collision frequency is higher during construction than the benchmark, this is not concerning as crashes are rare and random events and the difference between the benchmark and the during-construction average is not sufficiently different to conclude the construction influenced road safety at this intersection.

From the collision configuration proportions, Year 9A had a higher proportion of side impacts and fewer rear-end collisions; however, there were markedly less collisions overall in Year 9A such that a change in collision configuration proportions is not unexpected. From the time of day and time of year graphs, there are no unusual patterns in either Year 9A or Year 9B in comparison to previous years either before or during construction.

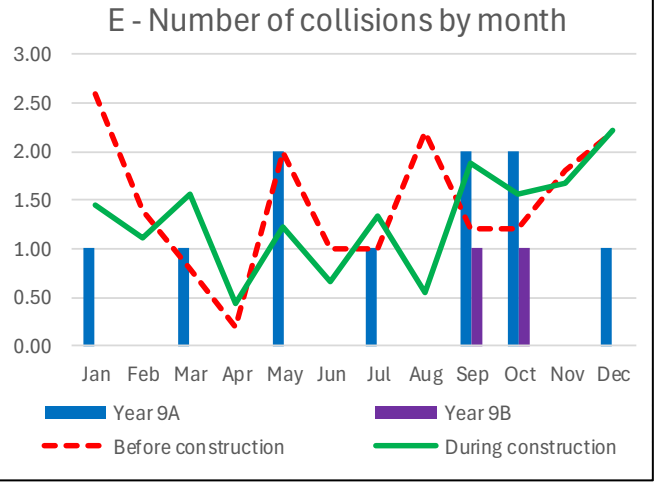
Figure 5 | Collision analysis at Highway 97 and 100 Street.





D - Number of collisions by time of day on weekdays

Timeframe	Before construction	During construction	Year 9A	Year 9B
00:00 - 02:59	0.60	0.44	0	0
03:00 - 05:59	3.00	0.78	0	0
06:00 - 08:59	4.40	2.78	1	0
09:00 - 11:59	2.00	2.11	0	0
12:00 - 14:59	3.00	3.33	1	0
15:00 - 17:59	2.20	3.00	3	1
18:00 - 20:59	1.20	1.00	1	0
21:00 - 23:59	0.20	0.33	1	1
Unknown	0.00	0.00	0	0



3.2.4 HIGHWAY 97 AND 85 AVENUE

The intersection analysis of Highway 97 at 85 Avenue is shown in **Figure 6**. From the analysis, we can make the following observations:

A – All collisions annual frequency

- There were 5 collisions at this intersection in Year 9A and 2 collisions in Year 9B.
- The total number of collisions in Year 9A was below the benchmark (pre-construction annual average + 10%) of 5.5 collisions per year; however, **Year 9B was above the benchmark of 1.4 collisions per quarter for all collisions**.
- The annual average collision frequency over all construction years from Year 1 – Year 9A was 4.7 collisions per year, which is below the benchmark (pre-construction annual average + 10%) of 5.5 collisions per year.

B – Severe collisions annual frequency

- There were two severe collisions at this intersection in Year 9A and zero in Year 9B.
- The number of severe collisions in **Year 9A exceeded the benchmark of 1.3 severe collisions per year**; however, Year 9B was below the benchmark of 0.3 severe collisions per quarter with zero collisions.
- The during-construction average over all years was 2.1 severe collisions per year, which also exceeds the benchmark of 1.3 severe collisions per year.

C – Collision configuration proportions

- Prior to construction, the dominant collision configurations were rear end (40%), side impact (16%), conflicted (20%) and other (20%).
- During construction, the dominant collision configuration proportions were rear end (32%), side impact (23%) and conflicted (20%).
- In Year 9A the dominant collisions configuration proportions were rear end (25%), undetermined (25%) and conflicted (50%).
- In Year 9B the dominant configuration proportions were rear end (50%) and side impact (50%).

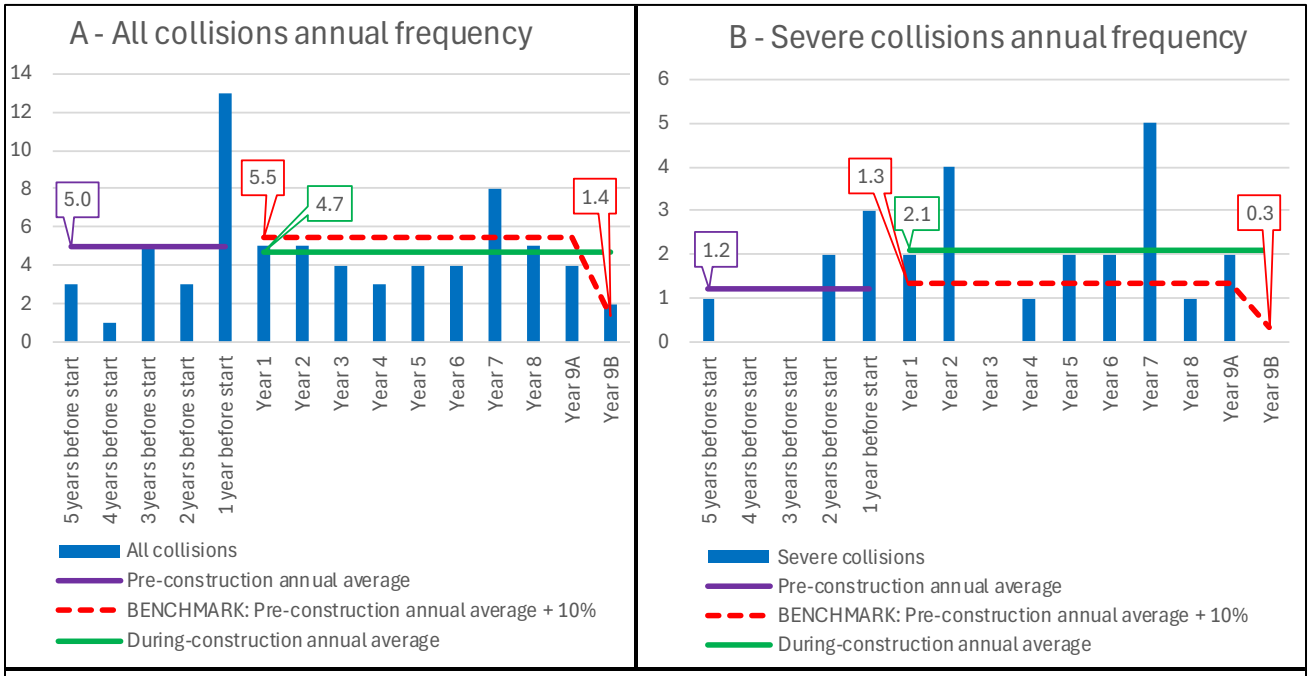
D – Number of collisions by time of day on weekdays

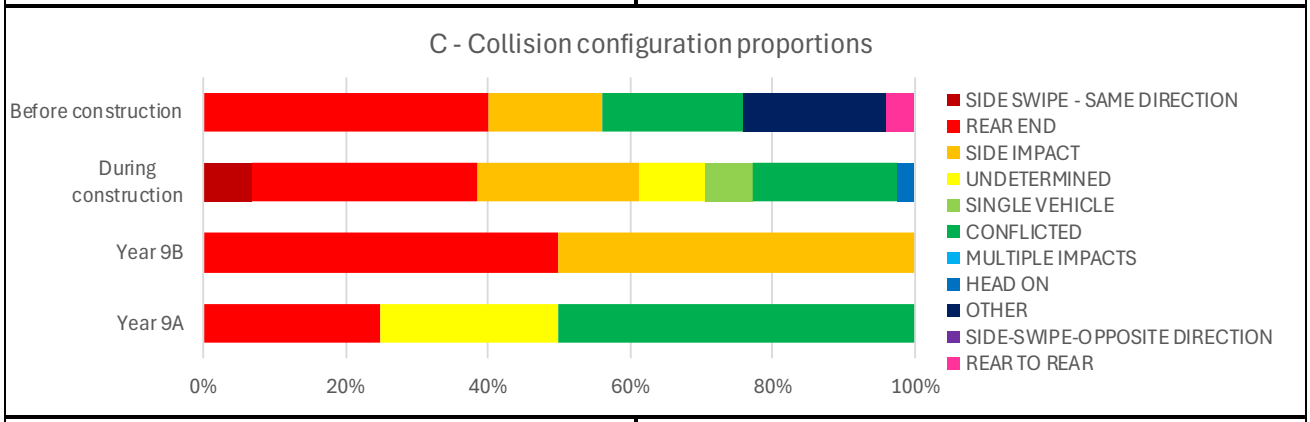
- Before construction, there were consistent collision frequencies per year of around 0.4-0.8 collisions per three-hour period between 12:00AM – 5:59PM, with a spike of 1.6 collisions per three-hour period between 6:00AM – 8:59AM.
- During construction, collision frequencies over three-hour periods were similar in quantity to pre-construction between 0.1-1.3 collisions per three-hour period; however there appears to be a shift in the time of day when collisions occur towards the afternoon and PM peak.
- In Year 9A, there was a peak of two collisions per three-hour period for 6:00PM – 8:59PM, which is unusual given the pre-construction collision patterns typically peak in the morning and had a collision frequency of 0.0 collisions per three-hour period during this period.
- In Year 9B, collision patterns typically followed the pre-construction patterns with a peak of 1 collision per three-hour period between 6:00AM – 11:59AM.

E – Number of collisions by month

- Before construction, collisions rates were consistent across the year between 0.2 – 0.8 collisions per month without any notable peaks.
- During construction, there were not obvious peaks at any time of year, with an average monthly collision frequency between 0.1 and 0.9 collisions per month.
- In Year 9A there were higher collision frequencies than typical in October at two collisions per month.
- In Year 9B there were higher collision frequencies than typical in August at two collisions per month.

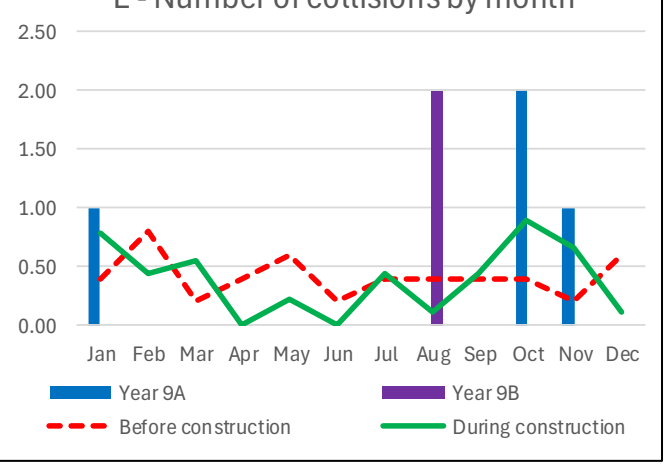
Figure 6 | Collision analysis at Highway 97 and 85 Avenue.





D - Number of collisions by time of day on weekdays

Timeframe	Before construction	During construction	Year 9A	Year 9B
00:00 - 02:59	0.40	0.11	0	0
03:00 - 05:59	0.80	0.00	0	0
06:00 - 08:59	1.60	1.22	1	1
09:00 - 11:59	0.60	0.33	1	1
12:00 - 14:59	0.40	0.67	0	0
15:00 - 17:59	0.60	0.67	0	0
18:00 - 20:59	0.00	0.56	2	0
21:00 - 23:59	0.00	0.22	0	0
Unknown	0.00	0.00	0	0



Traffic volume considerations

Year 9A traffic counts were not provided for the Highway 97 and 85 Avenue intersection due to tampering with the cameras during traffic data collection in 2024. As such, Background traffic volumes from Year 7 to Year 9A appear to be growing such that higher traffic volumes than previous years may have been observed in Year 9A than previous periods had the counting equipment not been tampered with.

Table 5 below is an extract from the Years 7 and 8 Traffic Monitoring Report prepared by WSP in January 2025, alongside the Year 9A background traffic volumes calculated in the Year 9 Traffic Monitoring Report prepared in March 2025. It shows the total traffic volume entering the intersection during the AM and PM peak hours at Highway 97 and 85 Avenue each year compared to the background traffic volumes for that year as a percentage. The percentages for each year are calculated by subtracting the background volume from the measured volume for that year, then dividing by the background volume. From the table below we can observe:

- Background traffic volumes from Year 7 to Year 9A appear to be growing such that higher traffic volumes than previous years may have been observed in Year 9A than previous periods had the counting equipment not been tampered with.

Table 5 | Year 7 and 8 peak hour traffic comparisons against background at the Highway 97 and 85 Avenue study intersection.

Peak Hour	2022	2023	2024	2015	2016	2016	2016	2017	2018	2019	2020	2021	2022	2023	2024
	Background			Y1Q1	Y1Q2	Y1Q3	Y1Q4	Y2	Y3	Y4	Y5	Y6	Y7	Y8	Y9A
				Nov	Feb	Apr	Jul	May	May	Peak	Peak	May	May	Jun	Jun
	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)
AM	1307	1410	1479	1629	1339	1338	1411	1506	1469	1521	1433	1321	1335	1382	-
				32%	8%	8%	14%	22%	19%	23%	16%	7%	2%	-2%	-
PM	1342	1447	1520	1779	1527	1530	1815	1903	1530	1848	1776	1640	1740	1802	-
				40%	20%	20%	43%	49%	20%	45%	40%	29%	30%	25%	-

Discussion of observations

For Year 9A the total collisions for the year were below the benchmark, but the severe collisions for the year were above the benchmark. The benchmark for severe collisions is set at 1.3 collisions per year, such that having two severe collisions in any one year would flag. However, this is a low number and it is more likely that the rare and random nature of collisions is driving the increase in Year 9A than a particular road safety issue. Additionally, the background volumes at this intersection appear to be increasing, which could contribute to an increase in collisions over time which is not captured in the setting of the performance benchmark.

For Year 9B, total collisions for the quarter were above the benchmark, which is also more likely to signify the rare and random nature of collisions than a particular safety issue as the benchmark is set at 1.4 collisions per quarter and two collisions occurred in Year 9B

Other notable trends include:

- In Year 9A, 50% of collision configurations were conflicted; however, this is when there are differing reports about the type of collision configuration to ICBC from parties involved in the collision.

- In Year 9A, there are two collisions in the period 6:00PM – 8:59PM, with neither the pre-construction nor other construction years showing this pattern. However, two collisions are a low number and does not indicate a trend.
- Year 9A had two collisions in October and Year 9B had two collisions in August, both of which were above the typical monthly collision frequencies. As per the previous point, two collisions are a low number and does not indicate a trend.

3.2.5 85 AVENUE AT 100 STREET

The intersection analysis of 85 Avenue and 100 Street is shown in **Figure 7**. From the analysis, we can make the following observations:

A – All collisions annual frequency

- There were three collisions at this intersection in Year 9A and zero collisions in Year 9B.
- The total number of collisions in **Year 9A exceeded the benchmark** (pre-construction annual average + 10%) of 1.3 collisions per year. Year 9B was below the benchmark of 0.3 collisions per quarter.
- The annual average collision frequency over all construction years from Year 1 – Year 9A was 2.0 collisions per year, which slightly exceeds the benchmark (pre-construction annual average + 10%) of 1.3 collisions per year.

B – Severe collisions annual frequency

- There were no severe collisions in either Year 9A or Year 9B.
- The total number of severe collisions in both years were below their respective benchmarks.
- The average annual severe collision frequency over all years of construction was 0.3 severe collisions per year, which is below the benchmark rate of 0.7 collisions per year.

C – Collision configuration proportions

- Prior to construction, the dominant collision configuration proportions were 50% side impact and 33% other.
- During construction, the dominant collision proportions were side impact (33%), undetermined (22%) and single vehicle (22%).
- In Year 9A 33% of collisions were side impact, 33% were rear end and 33% of collisions were single vehicle.
- In Year 9B no collisions occurred.

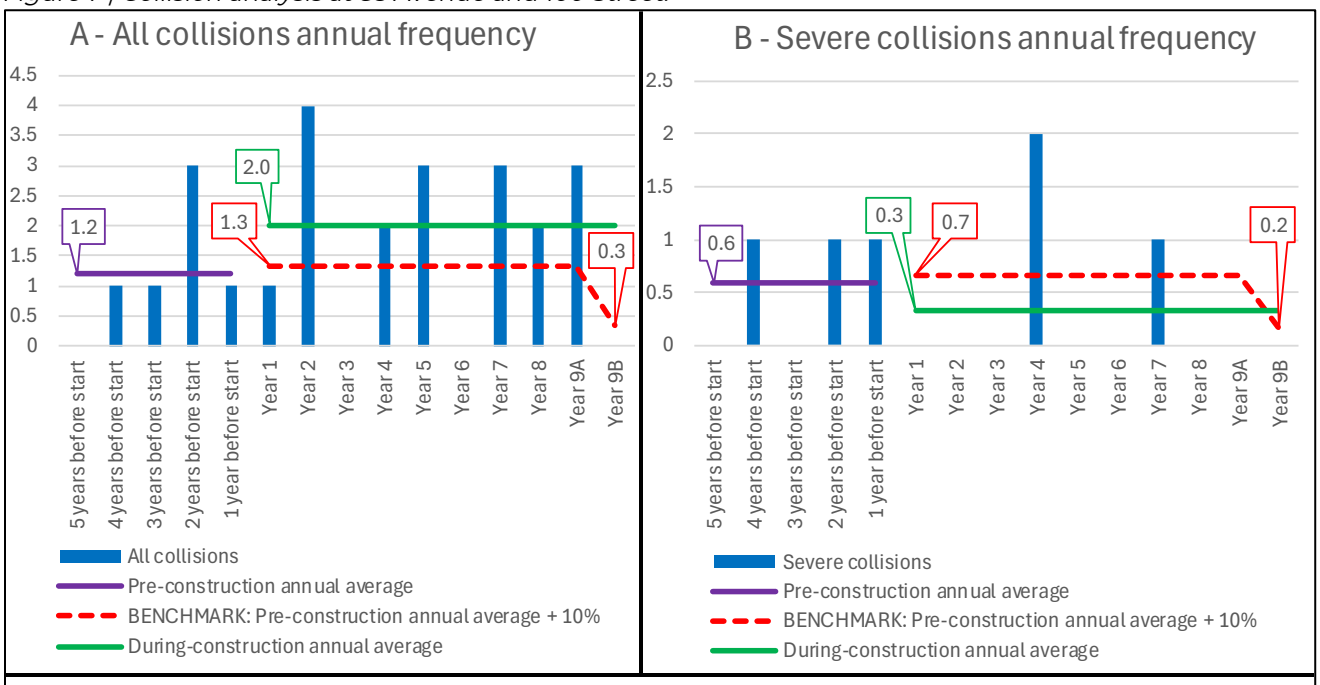
D – Number of collisions by time of day on weekdays

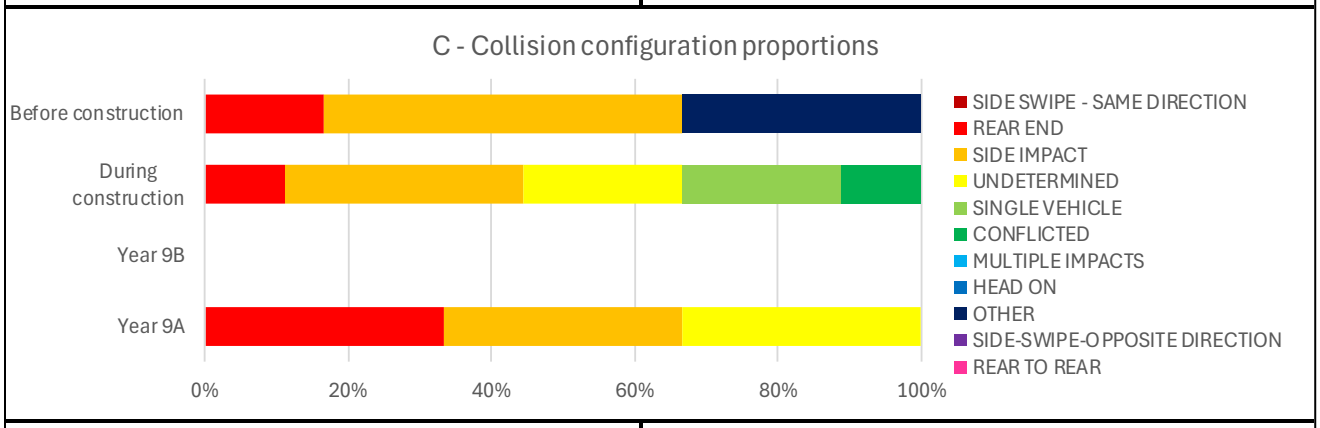
- Before construction, there were around 0.2 collisions per year during daylight hours, with a peak of 0.6 collisions per three-hour period between 6:00AM – 8:59AM.
- During construction, there was on average 0.4 collisions per year between 6:00AM-11:59 AM, with a peak of 0.9 collisions between 12:00PM – 2:59PM.
- In Year 9A, collisions followed the same pattern as the pre-construction and during-construction years, with a small number of collisions in the morning and early afternoon, and no collisions in the later afternoon or evening.
- In Year 9B no collisions occurred.

E – Number of collisions by month

- Before construction, there were on average 0 to 0.4 collisions per month spread across the year, without any obvious peaks.
- During construction, there were on average 0 to 0.3 collisions per month spread across the year, without any obvious peaks.
- In Year 9A there was one collision in each of August, September and October.
- In Year 9B no collisions occurred.

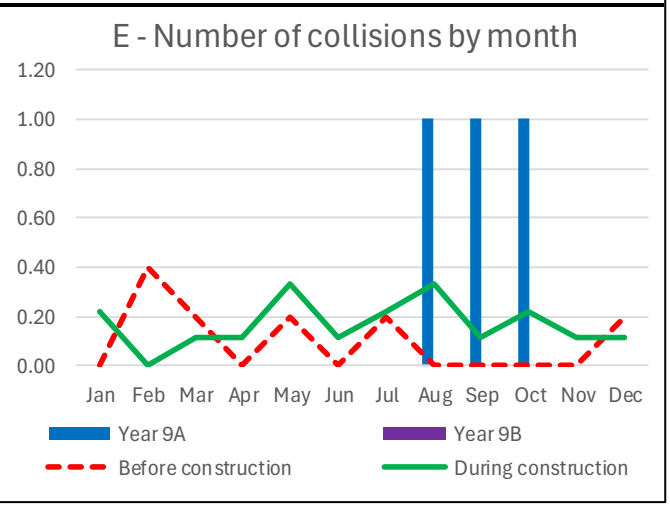
Figure 7 | Collision analysis at 85 Avenue and 100 Street.





D - Number of collisions by time of day on weekdays

Timeframe	Before construction	During construction	Year 9A	Year 9B
00:00 - 02:59	0.00	0.00	0	0
03:00 - 05:59	0.20	0.11	0	0
06:00 - 08:59	0.60	0.44	1	0
09:00 - 11:59	0.00	0.33	0	0
12:00 - 14:59	0.20	0.89	1	0
15:00 - 17:59	0.20	0.00	0	0
18:00 - 20:59	0.00	0.00	0	0
21:00 - 23:59	0.00	0.00	0	0
Unknown	0.00	0.00	0	0



Traffic volume considerations

Year 9A traffic counts were not provided for the 85 Avenue and 100 Street intersection due to tampering with the cameras during traffic data collection in 2024. As such, Background traffic volumes from Year 7 to Year 9A appear to be growing slightly such that slightly higher traffic volumes than previous years may have been observed in Year 9A than previous periods had the counting equipment not been tampered with.

Table 6 below is an extract from the Years 7 and 8 Traffic Monitoring Report prepared by WSP in January 2025, alongside the Year 9A background traffic volumes calculated in the Year 9 Traffic Monitoring Report prepared in March 2025. It shows the AM and PM peak hour volumes at 85 Avenue and 100 Street each year compared to the baseline traffic volumes for that year as a percentage. From the table below we can observe:

- Background traffic volumes from Year 7 to Year 9A appear to be growing slightly such that slightly higher traffic volumes than previous years may have been observed in Year 9A than previous periods had the counting equipment not been tampered with.

Table 6 | Year 7 and 8 peak hour traffic comparisons against background at the 85 Avenue and 100 Street study intersection.

Peak Hour	2022	2023	2024	2015	2016	2016	2016	2017	2018	2019	2020	2021	2022	2023	2024
	Background			Y1Q1	Y1Q2	Y1Q3	Y1Q4	Y2	Y3	Y4	Y5	Y6	Y7	Y8	Y9A
				Nov	Feb	Apr	Jul	May	May	Peak	Peak	May	May	Jun	Jun
	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)	(vph)
AM	259	279	293	350	267	263	253	359	276	325	364	339	382	362	-
				42%	9%	7%	3%	46%	12%	32%	48%	38%	47%	30%	-
PM	306	331	345	329	328	245	282	365	284	346	354	386	399	406	-
				13%	13%	-16%	-3%	26%	-2%	19%	27%	33%	30%	23%	-

Discussion of observations

The intersection of 85 Avenue and 100 Street has a small number of collisions, such that it is difficult to draw meaningful conclusions from the analysis, especially considering the rare and random nature of crashes. For instance, the benchmark of the pre-construction annual average severe collision frequency + 10% is set at 0.6 collisions per year, such that even one collision per year would exceed the benchmark. Additionally, comparing the collision configuration proportions from one year to the next and against the pre-construction period is far less meaningful when there are only about one or two collisions each year.

Given the low incidence of collisions at this intersection and the consistent patterns in terms of dominant collision configuration types, time of day, and month of year when comparing the pre-construction and construction periods, it appears that the Site C project has had no significant effects on road safety at this intersection.

4 SUMMARY

Table 7 below shows the pre-construction and benchmark annual average collision frequencies against the number of collisions in Years 9A and 9B for both total and severe collisions at each of the study intersections. Where collisions in Years 9A or 9B have exceeded the benchmark, these are emphasized in **bold text**. The sections following **Table 7** provide more context as to whether the Site C Project may have affected road safety at each of these intersections.

Table 7 | Comparisons at all study intersections between the safety benchmark and Years 9A and 9B collisions.

Intersection	Collision frequencies (per year or quarter)									
	Pre-construction average		BENCHMARK Y9A (pre-construction average + 10%		Year 9A		BENCHMARK Y9B (pre-construction average + 10%		Year 9B	
	Total	Severe	Total	Severe	Total	Severe	Total	Severe	Total	Severe
85 Avenue / Old Fort Road	0.4	0	0.4	0	0	0	0.1	0	0	0
Highway 97 / Old Fort Road	19.2	7.4	21.1	8.1	**22**	8	5.3	2.0	4	2
Highway 97 / 100 Street	17.6	5.0	19.4	5.5	10	2	4.8	1.4	2	1
Highway 97 / 85 Avenue	5.0	1.2	5.5	1.3	4	**2**	1.4	0.3	**2**	0
85 Avenue / 100 Street	1.2	0.6	1.3	0.7	**3**	0	0.3	0.2	0	0

4.1.1 85 AVENUE AND OLD FORT ROAD

The intersection of 85 Avenue and Old Fort Road has a small number of collisions, such that it is difficult to draw meaningful conclusions from the analysis, especially considering the rare and random nature of crashes. For instance, the benchmark of the pre-construction annual average collision frequency + 10% is set at 0.4 total crashes per year, such that even one collision per year would exceed the benchmark and comparing the collision configuration proportions from one year to the next and against the pre-construction period is far less meaningful when there is only about one crash each year. However, two key patterns can be observed from the analysis nonetheless:

- There were no severe collisions at all during the construction period, which is consistent with the pre-construction period. This is important, as severe collisions are those where people are injured, while the total collisions also include property damage only crashes. As such, no collisions at this intersection during the study period resulted in injuries.
- The time of year pattern with more collisions in October-December months during construction is consistent with the pre-construction period, showing that this pattern is likely due to other factors aside from the increased traffic volumes in some years. Several other likely explanations for increased collisions during these months are the change in weather conditions from Fall to Winter resulting in increased ice on the road in relation to the timing at which drivers install Winter tires on their vehicles, and the change in natural lighting conditions with more travel in the dark.

4.1.2 HIGHWAY 97 AND OLD FORT ROAD

The intersection of Highway 97, Old Fort Road and 100 Avenue had markedly less collisions during most of the construction than in the pre-construction period, except in Year 9A, with Year 9A collision frequencies similar to

the benchmarks (slightly higher for total collisions and slightly lower for severe collisions). As such, the Site C project had no significant negative effects on road safety at this intersection. Notable changes in Year 9A and Year 9B compared to other years in the time of day and month of year graphs include:

- Year 9B had a higher proportion of undetermined collision configurations (25%) than other years. However, there were only 4 collisions in Year 9B, so this only represents 1 collision.
- Year 9A had more collisions in the 12:00PM – 17:59PM period than pre-construction period. This could be due to slightly higher volumes at the intersection during the PM peak than in some other years.
- Year 9A had more collisions in January (5 total) than is typical. Much lower temperatures were recorded in Fort St. John in January 2024 than typical, so it is likely that severe Winter conditions may have resulted in an increased number of collisions at this intersection in Year 9A particularly in January.

4.1.3 HIGHWAY 97 AND 100 STREET

The intersection of Highway 97 and 100 Street had fewer total collisions per year (15.7) during construction compared to the benchmark pre-construction average + 10% (19.4), and similar quantities of severe collisions per year (5.6) than during pre-construction average + 10% (5.5). While the average annual severe collision frequency is higher during construction than the benchmark, this is not concerning as crashes are rare and random events and the difference between the benchmark and the during-construction average is not sufficiently different to conclude the construction influenced road safety at this intersection.

From the collision configuration proportions, Year 9A had a higher proportion of side impacts and fewer rear-end collisions; however, there were markedly less collisions overall in Year 9A such that a change in collision configuration proportions is not unexpected. From the time of day and time of year graphs, there are no unusual patterns in either Year 9A or Year 9B in comparison to previous years either before or during construction

4.1.4 HIGHWAY 97 AND 85 AVENUE

For Year 9A the total collisions for the year were below the benchmark, but the severe collisions for the year were slightly above the benchmark. The benchmark for severe collisions is set at 1.3 collisions per year, such that having two severe collisions in any one year would flag. However, this is a low number and it is more likely that the rare and random nature of collisions is driving the increase in Year 9A than any particular road safety issue. Additionally, the background volumes at this intersection appear to be increasing, which could contribute to an increase in collisions over time which is not captured in the setting of the performance benchmark.

For Year 9B, total collisions for the quarter were slightly above the benchmark, which is also more likely to signify the rare and random nature of collisions than a particular safety issue as the benchmark is set at 1.4 collisions per quarter and two collisions occurred in Year 9B. Other notable trends include:

- In Year 9A, there are two collisions in the period 6:00PM – 8:59PM, with neither the pre-construction nor other construction years showing this pattern. However, two collisions are a low number and this does not suggest any particular trend.
- Year 9A had two collisions in October and Year 9B had two collisions in August, both of which were above the typical monthly collision frequencies. As per the previous point, two collisions are a low number and do not suggest any particular trend.

4.1.5 85 AVENUE AND 100 STREET

The intersection of 85 Avenue and 100 Street has a small number of collisions, such that it is difficult to draw meaningful conclusions from the analysis, especially considering the rare and random nature of crashes. For instance, the benchmark of the pre-construction annual average severe collision frequency + 10% is set at 0.7 collisions per year, such that even one collision per year would exceed the benchmark. Additionally, comparing the

collision configuration proportions from one year to the next and against the pre-construction period is far less meaningful when there are only about one or two collisions each year.

Given the low incidence of collisions at this intersection and the consistent patterns in terms of dominant collision configuration types, time of day and month of year when comparing the pre-construction and construction periods, it appears that the Site C project has had no significant effects on road safety at this intersection.

5 CONCLUSIONS

There were three intersections where the collision frequency during Year 9A or Year 9B exceeded the benchmark; however, all three intersections have likely explanations outside of the Site C Project's control as to why the benchmark was exceeded:

- At the intersection of Highway 97 and Old Fort Road, 22 total collisions occurred in Year 9A with an annual benchmark of 21.1 collisions. The collision frequency is sufficiently close to the benchmark that the exceedance is not representative of a particular safety issue.
- At the intersection of Highway 97 and 85 Avenue, there were two total collisions in Year 9B with a quarterly benchmark collision frequency of 1.4 collisions, and two severe collisions in Year 9A with a benchmark of 1.3 severe collisions per year. Similarly, the difference between the observed collision frequency and the benchmark is not enough to indicate a safety issue.
- At 85 Avenue and 100 Street, there were 3 total collisions in Year 9A with a benchmark of 1.3 collisions per year. Both the total collisions and the benchmark at this intersection are low, such that one or two collisions in any year would exceed the benchmark. Given the rare and random nature of collisions, it is unlikely that a benchmark exceedance is reflective of any decrease or improvement in safety at this intersection.

Based on the reasons above for benchmarks being exceeded, we can conclude that the Site C project has not had any negative impacts on the road safety at any of the study intersections in Years 9A and 9B of the construction period. Given the Site C project construction has now finished, we have not made any recommendations for mitigation measures at any of the intersections.

If you have any questions regarding this report, please contact the undersigned.

Yours truly,

WSP Canada Group Limited

[redacted]

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Spring/Summer 2025 | Issue 5

MFA's Quarterly Member Newsletter

Please note: You are receiving this email because you are an Appointed Member Representative to the MFA Board for your Regional District, an Appointed Alternate Member Representative, or a Regional District Chief Administrative Officer. Should you not wish to receive this newsletter in future, please click “unsubscribe” below.

MFA News

2024 Annual Report & Financial Statements

MFA's 2024 Annual Report and Financial Statements were published on April 24, 2025. Our annual reporting provides comprehensive content and information that is of interest to our major stakeholders. Please visit **our website** to view the full reports and read on for the highlights of 2024!

In 2024, MFA managed a combined long- and short-term loan portfolio of over $5.9 billion, funding essential long-term capital projects such as sewer and water infrastructure, hospital buildings and equipment, protective services, and parks and recreation across British Columbia. Notably, short-term loan growth in 2024 was up 108% over 2023, ending at its highest level ever of almost $508 million. More details of our borrowing and other activities can be found in the 'By the Numbers' section on page 6 of our **Annual Report.**

Bond Issuance in 2025

Since the Annual General Meeting in April, MFA has issued 2 new bonds and re-opened 1, accessing the market a total of 3 times for $1.125 billion. These debentures were used to refinance a variety of healthcare, social service, public safety, storm & wastewater treatment, water supply treatment and distribution, solid waste, recycling facilities and civic buildings across the province. Learn more **here** on our website.

Triple A Credit Ratings

In late April, MFA's CEO, CFO, Trustee Chair, and Vice-Chair, met with our three ratings agencies (Moody's, S&P Global, and Fitch Ratings) for this important annual review. All three agencies have reaffirmed our Triple A rating with stable outlook (Aaa, AAA, and AAA, respectively). Our excellent credit rating translates into a lower cost of borrowing for all BC communities financing important infrastructure projects through the MFA.

MFA's Products & Services

New Investment Product: PHINA

In partnership with Scotiabank, MFA introduced an enhancement to the Scotiabank Pooled High Interest Savings Account (PHISA) in January 2025 - the Pooled High Interest Notice Plan Account (PHINA). This product is suitable for funds that are not required for at least a month.

The PHINA provides Scotiabank PHISA account holders with a premium interest rate of 15 basis points above the current PHISA account rate, based on your commitment to provide 31 days advance notice prior to withdrawing funds.

If you would like more information about the PHINA, email us at **invest@mfa.bc.ca.**

Updates to Client Portal

1) In MFA's **Client Portal**, "User Administration" is now amalgamated with "My Organization", so all edits regarding your organization and online users may now be viewed and edited in the same place.

2) You can simplify your tax levy payment this year - submit your tax levy payments as well as view your payment history in the Client Portal.

3) As of October 1st, 2025, all user accounts for our Client Portal must enable Two-Factor Authentication (2FA) to better secure your community's data. Look for the option to set up Two-Factor Authentication under the "My Profile" tab.

Important Dates

2025 Fall Long-Term Borrowing

Fall long-term borrowing deadlines will be here before you know it! Regional districts must submit any applications for Certificate(s) of Approval (C of A) on Security Issuing (SI) bylaws to the Ministry of Municipal Affairs (Ministry), no later than August 8, 2025. Please refer to our **Fall 2025 Long-Term Debt Notice** for all the details and let us know as early as possible if you are interested in borrowing.

Semi-Annual Meeting at UBCM

The next meeting of the Members of the Authority will take place in conjunction with the annual Union of BC Municipalities convention in **Victoria on Tuesday, September 23rd, 2025, from 4:30-5:30pm.** Full meeting details and reports will be shared with Members in September.

Save the date: We will hold our 2026 Annual General Meeting and Financial Forum in Victoria on April 22 and 23, 2026.

Sponsorship & Collaboration

Spring 2025 Exchange Magazine

Check out the latest edition of **Local Government Management Association (LGMA)'s Exchange magazine!** In the feature article 'What's Your Asset Management Game Plan?', you can learn more about the 'ins and outs of borrowing' with MFA's CEO, Peter Urbanc. Find it on pages 14-16.

GFOABC joins MFA's Sustaining Education Alliance

We are pleased to announce the second partner in our **Sustaining Education Alliance (SEA)** – the **Government Finance Officers Association of British Columbia (GFOABC)**! The SEA is a strategic partnership with the Municipal Finance Authority (MFA) of BC to ensure the sustainable delivery of, and ongoing access to meaningful educational opportunities for local government leaders in British Columbia. To achieve these goals, the MFA will work collaboratively with the key providers of training and conference events in the province by providing funding to augment their training and events, including BC's **LGMA**, who joined our SEA in 2024.

Established in 1989, the GFOABC represents local government finance professionals across BC with a membership comprising of over 1000 members representing 160 Municipalities and 28 Regional Districts. GFOABC's mission is to promote excellence in local government through the support and development of our members and to be the leading source for knowledge sharing that empowers BC local government financial excellence.

GFOABC Annual Conference Sponsorship

MFA was proud to be the Platinum event sponsor at GFOABC's annual conference at the end of May and support professional development for local government finance staff through the Sustaining Education Alliance.

During the conference, MFA's team hosted a Financial Forum with CEO Peter Urbanc, Nicole Gervais, Manager of Client Services, Lauren Kerr, Credit & Compliance Officer, and guest speakers. In addition, MFA's Director of Sustainability, Allison Ashcroft, will host a panel discussion about integrating climate risk and resilience into local government processes.

LGMA Annual Conference & Sustaining Education Alliance

LGMA 2025 took place earlier this month in Kelowna! The conference brought together local government practitioners from across British Columbia for three-days of learning, networking. MFA was a proud sponsor of this annual event and is pleased to partner with LGMA through our Sustaining Education Alliance.

Chapter and Area Associations - Event Sponsorships in Review

MFA was pleased to once again attend and sponsor the annual conferences presented by area associations **AVICC, AKBLG**, **SILGA**, **LMLGA**, and **NCLGA**, as well LGMA chapters **NCLGMA, TOLGMA, VILGMA,** and **WKB/RMLGMA**. Each year, MFA supports these professional development events for local government staff and elected officials. Our staff and Trustees look forward to seeing you again in 2026!

Local Government Sector Day - Webinar Recording

Discover practical, low-cost strategies to defend municipal systems, build a resilient cyber program, and respond confidently to breaches. In this webinar, you will learn about Made-in-Canada cyber defenses, a roadmap to create (or reboot) a cybersecurity program with existing staff, and a step-by-step tabletop of what to do before, during, and after a cyber security breach. View the recording **here.**

Climate Caucus Summit - Webinar Recording

MFA was pleased to be a sponsor of the annual Climate Caucus Summit on May 2 - an inspiring and action-focused online event designed to empower local governments to lead the charge on climate action. Session recordings are now available - view them **here.**

Our Bonds Build BC
mfa.bc.ca
Follow us on LinkedIn

217-3680 Uptown Blvd
Victoria, British Columbia V8Z 0B9, Canada

RENEWABLES FRAMEWORK:

POLICY INTENTION

BCER

BRITISH COLUMBIA **ENERGY REGULATOR**

Our Regulatory Framework

- The BCER regulatory framework provides for rigorous oversight of the full lifecycle of energy resource activities to ensure public safety, protect the environment, support reconciliation with Indigenous peoples and foster a sound economy and social well-being.
- The framework includes BCER regulations with supporting policies and guidance documents, and relevant provincial legislation and regulations.
- The framework is administered through issuance of permits and authorizations with legally enforceable conditions, orders and through inspections and audits.
- The framework incorporates the use of management systems and professional reliance, where appropriate.
- The framework considers efficiency and seeks to avoid regulatory overlap where risks are managed through existing regulations.

Context for Initial Engagement

Our mandate requires robust oversight across several thematic areas.

The slides that follow contain information regarding specific policy issues associated with each of these themes.

For each policy issue, the slides provide an overview of possible impacts, articulate the BCER's policy intention, and outlines potential options to meet this intent.

Note these possible impacts and options are intended to spur conversation and gather feedback regarding additional impacts and options to address them.

We welcome input and feedback from all interested parties.

Please reach out to info@rep-spa.ca with feedback.

THEME 1

Environmental Assessment and Protection

THEME 2

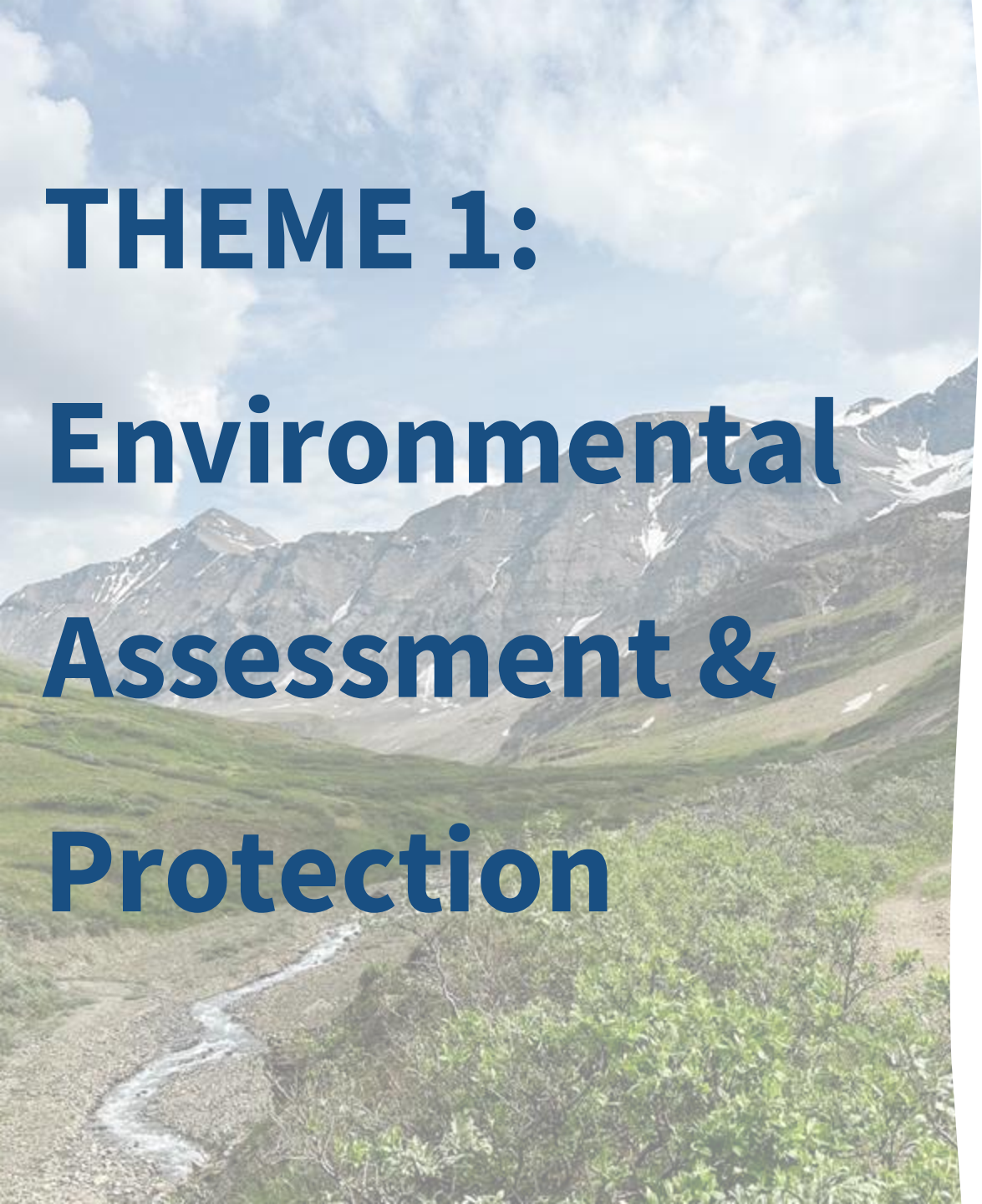
Supporting Reconciliation

THEME 3

Foster Social Well-being

THEME 4

Protecting Public Safety



THEME 1: Environmental Assessment & Protection

The regulatory framework will ensure operators minimize and mitigate risks to the environment throughout the lifecycle of the activity, while ensuring government's environmental objectives are met.

Examples of government's environmental objectives include those related to water, riparian values, wildlife and wildlife habitat, old growth management areas, resource features, and cultural heritage resources.

While subsequent slides detail key, broad environmental values to be managed, the BCER will consider regional differences and manage the unique impacts of each proposed project.

WATER & LAND

POTENTIAL IMPACTS

- Utility-scale renewable energy activities require large numbers of wind turbines or solar arrays that may be distributed across a large area of land.
- Construction activities and permanent infrastructure may impact lands, soils, natural waterways, wetlands, and drainage patterns.
- Impacts to water and land may also affect wildlife and wildlife habitat.

WATER & LAND

POTENTIAL IMPACTS

POSSIBLE IMPACTS

- Construction activities may impact waterflows, fish passage and contribute to soil erosion.
- Construction may require earthworks, forest and vegetation clearing.
- Acid rock drainage from certain bedrock types can impact water and soil quality.

BCER POLICY INTENT

BCER's regulatory framework will require proponents to identify and manage potential impacts to soil, wetlands and waterways.

POSSIBLE OPTIONS

- Require proponent to perform suitable geological and hydrological assessments and implement necessary mitigations based on the mitigation hierarchy and assessment results.
- Require siting and design of infrastructure to minimize risk.
- Require emergency response plans to address incidents e.g. floods or landslide.

BIRDS & BATS

POTENTIAL IMPACTS

- The height and operational nature of wind turbines poses unique risk to birds and bat species compared to other industrial activities.
- The impacts to bird and bat species are largely due to the rotating turbine blades which pose a physical barrier and create disturbances in the air.
- The likelihood and severity of these risks are dependent on the siting, location and time of operation for individual turbines, species type, and habitat.

BIRDS & BATS

POTENTIAL IMPACTS

POSSIBLE IMPACTS

- Wind and solar projects can impact bird and bat species through:
  - Direct impacts with turbine blades.
  - Effects of low air pressure zones (barotrauma).
  - Vegetation clearing and habitat loss.

BCER POLICY INTENT

The regulatory framework will avoid or minimize impacts on bird and bat species by requiring proponents to have robust assessments and surveys of populations and habitat to inform turbine siting and to develop appropriate management plans for operation.

POSSIBLE OPTIONS

- Require proponent to conduct initial identification of bird and bat species to inform site design.
- Design and siting of turbines based on modelling of species behaviour.
- Suspend or slow turbine operations during specific “high traffic” periods.

CUMULATIVE EFFECTS MANAGEMENT

- Cumulative effects are changes to environmental, social and economic values caused by the combined effect of past, present and potential future human activities and natural processes.
- Cumulative effects management considers both environmental effects of an activity and cultural, social and health impacts on the land base.
- The BCER must consider potential cumulative impacts to values related to Aboriginal and treaty rights and interests.
- The BCER recognizes the importance of cumulative effects assessments in natural resource management. BCER staff bring experience in this area and are continuing to build expertise to support effective implementation of cumulative effects considerations within regulatory processes.

CUMULATIVE EFFECTS MANAGEMENT

POSSIBLE IMPACTS

- Wind and solar projects may be distributed over large areas.
- Projects include generation and support facilities, roads, and transmission lines.
- Development may disrupt access to fishing, hunting or cultural sites.
- Cumulative effects can result from individually minor but collectively significant actions taking place over time.

BCER POLICY INTENT

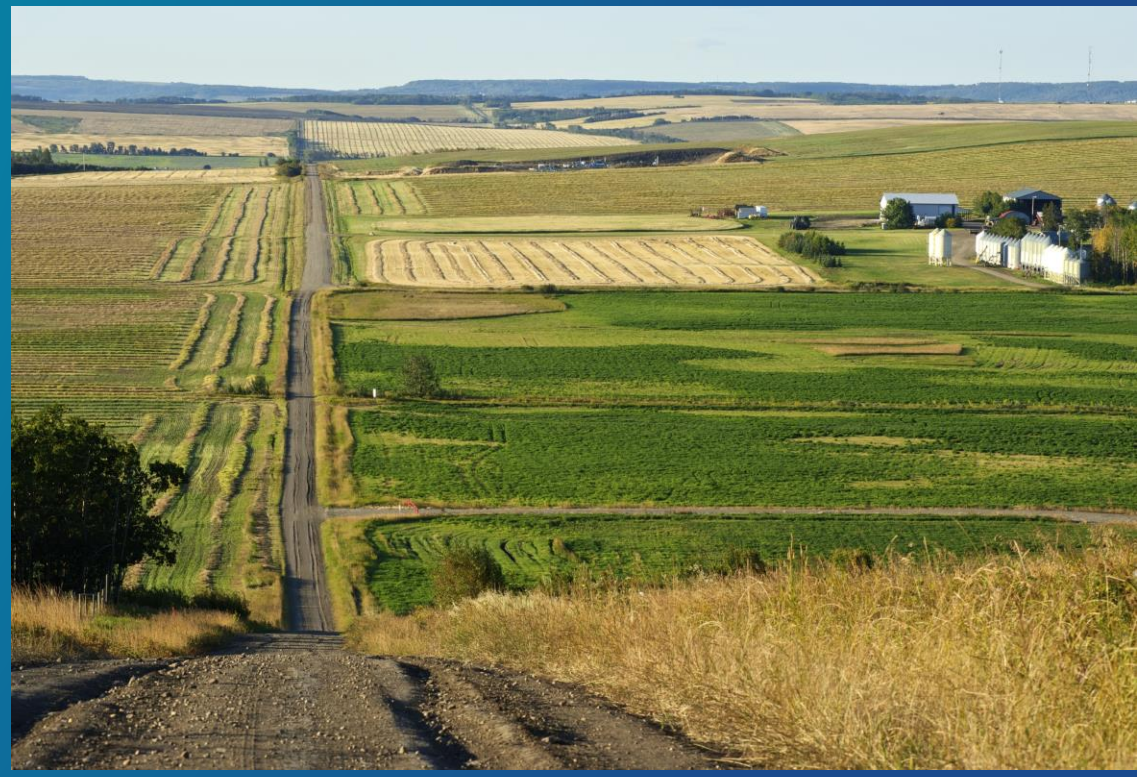
The regulatory framework will prioritize the consideration of cumulative effects in permitting decisions.

POSSIBLE OPTIONS

- Require proponent to assess potential environmental effects of a project.
- Require proponent to identify measures to avoid or mitigate those impacts.
- BCER considers the cumulative impacts of the project in the context of other activities.

AGRICULTURAL LAND USE

- Wind and solar projects may be proposed on agricultural land.
- This may include land located within the Agricultural Land Reserve (ALR), which is land designated for priority agricultural uses.
- The BCER is intended to have authority to approve non-farm use of ALR lands (e.g. for wind and solar projects) but cannot approve the removal of land from the ALR.



AGRICULTURAL LAND USE

POSSIBLE IMPACTS

- Site infrastructure (e.g. turbine foundations) could impact agricultural use of land.
- Agricultural land may be occupied by projects for their operational lifetime, which could extend between 25 to 40 years (current estimates average 30 years).

BCER POLICY INTENT

The regulatory framework will require applicants to minimize and restore impacts to agricultural capability of the land during site selection, design and decommissioning of a wind or solar facility .

POSSIBLE OPTIONS

- Require proponent to conduct assessments of site-specific agricultural values performed by a Qualified Professional.
- Require proponents to avoid, minimize, or restore impacts to agricultural land as soon as practicable (such as following construction) and at end of life (complete restoration).

DECOMMISSIONING & RESTORATION

- Once a project has completed its operational life, all project infrastructure (e.g. turbines, foundations, solar arrays, buildings) must be responsibly removed or otherwise decommissioned (such as burying foundations).
- Restoration should be considered in early project plans and performed throughout the project as is practicable.
- Decommissioning and restoration efforts will return all land to its pre-activity state.
- Proponents must have operational and financial responsibility for the decommissioning and restoration of project sites.

DECOMMISSIONING & RESTORATION

POSSIBLE IMPACTS

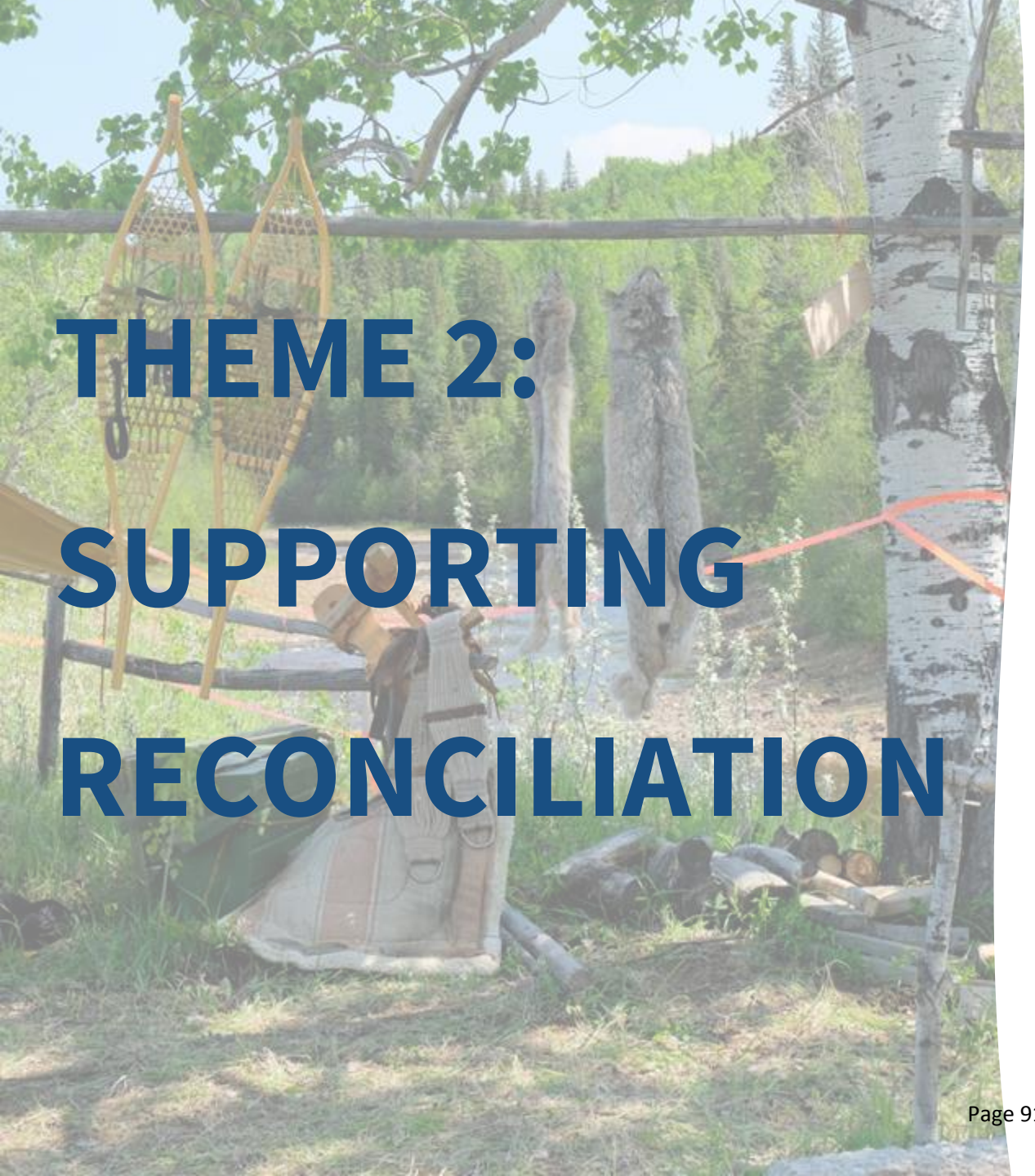
- Future uses of Crown land could be compromised if land is insufficiently restored.
- This includes potential impacts to productivity of ALR land if farmland not restored adequately.
- Treaty & Aboriginal rights could be impacted if land is insufficiently restored.

BCER POLICY INTENT

The regulatory framework will ensure restoration is considered during project planning and both interim and end of life restoration are conducted as soon as practicable.

POSSIBLE OPTIONS

- Require proponent to plan for decommissioning and restoration when siting and designing projects.
- Require progressive restoration over the life of the project.
- Require financial security for costs to decommission and restore sites.
- Implement timelines and standards for restoration.



THEME 2: SUPPORTING RECONCILIATION

The BCER is committed to mutually-beneficial, collaborative working relationships with First Nations and Indigenous governments and recognizes the Declaration on the Rights of Indigenous Peoples Act as the framework for reconciliation.

The regulatory framework will ensure the interests of First Nations are understood, respected and considered in BCER decisions and the delivery of our mandate.

The BCER upholds all legal requirements under section 35 of the Canadian Constitution Act (1982) and applicable case law.

PRE-ENGAGEMENT

- Pre-engagement requires proponents to plan projects with early and proactive collaboration with First Nations.
- The process considers environmental, social, cultural and other impacts to proactively identify mitigations prior to application.
- Currently, the BCER requires pre-engagement for most activities, focusing on building strong relationships, setting clear expectations and tailoring the engagement process to develop more meaningful and collaborative interactions.

PRE-ENGAGEMENT

POSSIBLE IMPACTS

- Thoughtful pre-engagement provides clear expectations for proponents, First Nations and the BCER, and builds understanding between parties.
- Insufficient pre-engagement may increase the likelihood applications are not accepted, and the likelihood of disputes at permit adjudication or operational phases.
- Such disputes are disruptive, costly, and time-consuming for all interested parties.

BCER POLICY INTENT

The regulatory framework will require proponents to engage with impacted First Nations prior to application submission (pre-engagement). The extent and results of this pre-engagement will be submitted with a permit application.

POSSIBLE OPTIONS

- Require pre-engagement by regulation with associated reporting.
- Require pre-engagement and associated reporting by policy.

CONSENSUS-SEEKING & DECISION MAKING

- Engagement and consultation with First Nations are core components of the BCER's regulatory oversight.
- The BCER upholds all legal requirements under section 35 of the Canadian Constitution Act (1982) and applicable case law.
- The BCER recognizes the Declaration on the Rights of Indigenous Peoples Act as the framework for reconciliation with First Nations.
- The BCER seeks consensus with impacted First Nations regarding permitting decisions and management of issues that impact Treaty & Aboriginal rights.
- The BCER has considered concerns regarding exemption of wind projects from the *Environmental Assessment Act*. We invite conversations regarding our approach to consensus-seeking in decision making.

CONSENSUS-SEEKING & DECISION MAKING

POSSIBLE IMPACTS

- Clear consensus regarding management practices ensures projects are well-integrated with communities and respect Treaty and Aboriginal rights.
- Lack of consensus on management of project impacts reduces certainty for First Nations, proponents and the BCER.
- The lack of a clear process to seek consensus in decision-making may impact permitting timelines.

BCER POLICY INTENT

The regulatory framework will facilitate agreement and seek consensus with impacted First Nations regarding project decisions and the resolution of issues.

POSSIBLE OPTIONS

- Implement policy guidance outlining pathways for input on permitting decisions.
- Implement discrete consultation agreements with impacted First Nations defining the process to seek consensus.
- Require submission of proponent pre-engagement records, to include a summary of key issues and whether consensus was reached.

CAPACITY FUNDING

- Consultation and permit review require substantial resourcing from First Nations.
- Capacity funding may assist First Nations in deploying the necessary resources to meaningfully participate in these processes and conversations.

CAPACITY FUNDING

POSSIBLE IMPACTS

- Lack of available capacity funding may reduce the ability of impacted First Nations to meaningfully participate in permit review.

BCER POLICY INTENT

The regulatory framework will support impacted First Nations involved in permit review through consideration of available capacity funding.

POSSIBLE OPTIONS

- Capacity funding may be outlined in agreements with impacted First Nations.
- Capacity funding may be included in calculation of application fees.
- Capacity funding may be part of agreements between proponents and impacted First Nations.

PROTECTING CULTURAL HERITAGE SITES

- Construction of utility-scale renewable projects involves clearing and excavating lands to construct roads, generating facilities and transmission lines.
- The BCER has specified permitting authorities for inspections and permits under the *Heritage Conservation Act* through the *Energy Resource Activities Act.*
- Section 7 of the *Environmental Protection and Management Regulation* requires the BCER to consider objectives respecting conservation and protection of cultural heritage resources before issuing a permit.

PROTECTING CULTURAL HERITAGE SITES

POSSIBLE IMPACTS

- Construction of wind or solar projects may impact sites with cultural significance.
- Insufficient archeological investigations may result in damage to sites with cultural significance.

BCER POLICY INTENT

The regulatory framework will identify potential impacts to cultural sites or practices and require appropriate mitigations.

POSSIBLE OPTIONS

- Apply specified provisions of the *Heritage Conservation Act* for which BCER is proposed to have authority.
- Review and update the BCER's Archaeology Audit Program and "Heritage Conservation Program Guidelines" to reflect the unique dynamics of construction for renewables and how these may impact sites with cultural significance.

INCORPORATION OF INDIGENOUS KNOWLEDGE

- The BCER is committed to the consideration of Indigenous Knowledge in evaluating project impacts when this knowledge is shared by First Nations.
- Indigenous Knowledge may be provided during pre-engagement, permit review, or at other stages of the project life cycle.
- The BCER recognizes the importance of managing Indigenous Knowledge appropriately, including ensuring Nations maintain control of this knowledge when shared.

INCORPORATION OF INDIGENOUS KNOWLEDGE

POSSIBLE IMPACTS

- Relying solely on Western science to assess project impacts may present “blind spots” to decision makers that could be illuminated with Indigenous Knowledge.
- Insufficient guidance to proponents regarding management of Indigenous Knowledge may result in inappropriate use of such knowledge.

BCER POLICY INTENT

The framework will ensure the BCER and proponents, if provided with Indigenous Knowledge, protect and handle the knowledge appropriately while considering it in environmental, social and cultural effects assessments.

POSSIBLE OPTIONS

- Require consideration of Indigenous Knowledge in effects assessments, when available and offered by First Nations.
- Provide guidance, including to proponents, regarding appropriate management of Indigenous Knowledge.

THEME 3: SOCIAL WELL-BEING

Promoting community well-being is a core component of the BCER's regulatory mandate. The BCER has well-established policies regarding community engagement, which will be adapted for renewables.

The regulatory framework will ensure proponents consider and minimize impacts on how people and communities interact with their social, cultural and biophysical surroundings.

ASSESSMENT OF COMMUNITY IMPACTS

- Impacts may include noise, visual, traffic and access to public land, among others.
- Impacts will vary based on the nature of the renewable development, its proximity to communities and the unique dynamics of those communities.
- Decision makers require clarity regarding the nature and extent of impacts local communities will face.

Stock image

ASSESSMENT OF COMMUNITY IMPACTS

POSSIBLE IMPACTS

- Local communities may face impacts from renewable energy activities.
- Impacts vary, but may include noise, visual, traffic and access to public land.
- The extent and nature of any such impact must be assessed to inform decision makers and impacted persons.

BCER POLICY INTENT

The regulatory framework will ensure proponents assess potential impacts of renewable energy projects on communities and inform local communities of those impacts.

POSSIBLE OPTIONS

- Prescribe a list of impacts that must be assessed in all cases.
- Require proponents to assess all potential impacts to communities.
- Require mitigation of impacts as appropriate.

SHADOW FLICKER

- Spinning turbine blades can cause intermittent shadows that appear as a persistent flicker that may be a nuisance to observers inside nearby buildings.
- Shadow flicker is typically limited to a distance equivalent to roughly 10x the rotor diameter.
- Shadow flicker may occur with different intensities in different locations depending on time of day.

SHADOW FLICKER

POSSIBLE IMPACTS

- Shadow flicker can disturb the enjoyment of nearby properties and frustrate occupants of nearby buildings.
- Impacts of shadow flicker are only relevant if nearby receptors are present.

BCER POLICY INTENT

The regulatory framework will ensure wind turbine operations minimize the impacts of shadow flicker by requiring proponents to assess and mitigate shadow flicker effects.

POSSIBLE OPTIONS

- Require a shadow flicker assessment and technical review if receptors are within a specified distance.
- Set threshold limits for maximum allowable shadow flicker durations.
- Proponent consultation with landowners impacted by shadow flicker.

SOLAR PANEL GLARE

- Utility-scale solar projects may cause visual disturbance due to the reflection of light from the panels.
- For PV solar panels this effect is best categorized as *glare*, which is a short but sustained bright reflection (not a flash).
- Glare may be a minor nuisance to those in the vicinity of a solar project and may pose safety concerns if it impacts transportation.

https://ases.org/wp-content/uploads/2017/05/glare1.jpg

SOLAR PANEL GLARE

POSSIBLE IMPACTS

- Glare can be disruptive to those in the immediate vicinity of solar projects.
- In some areas, visual effects could present safety risks to transportation networks.

BCER POLICY INTENT

The regulatory framework will require proponents to assess glare impacts and implement appropriate management plans.

POSSIBLE OPTIONS

- Require glare assessments for nearby residences, roadways, railways and aerodromes.
- Require implementation of mitigations (screening, positioning, etc.) as per assessment results.
- Require submission of glare assessment and mitigations for BCER technical review if receptors are within a specified distance.

NOISE

- Noise can be disruptive to both humans and wildlife, particularly when sustained.
- There are widely-accepted limits for noise from wind turbines, and the Province has existing guidance incorporating such limits.
- Noise from both construction and operations of wind developments can impact local communities and wildlife.

NOISE

POSSIBLE IMPACTS

- Operation of turbines and electrical equipment (substations, transformers) generates sustained, low-frequency noise.
- Construction of utility-scale wind developments requires temporary periods of noise.
- Noise presents a nuisance to nearby receptors and may impact wildlife behaviour.

BCER POLICY INTENT

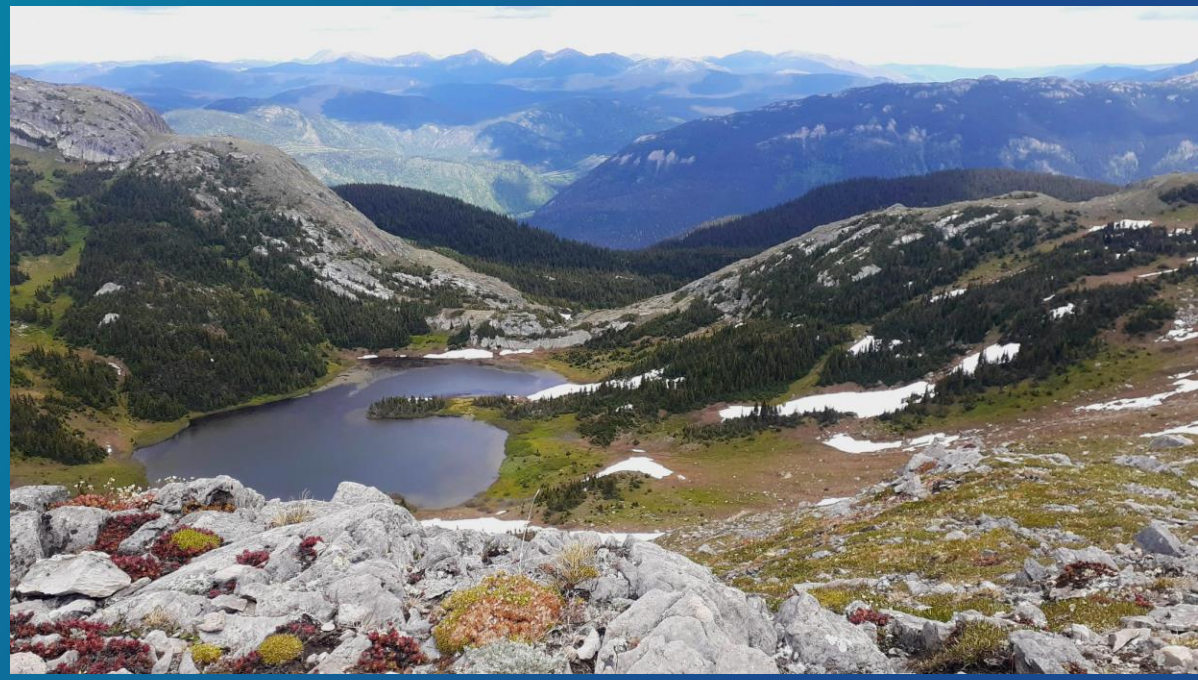
The regulatory framework will ensure wind projects do not create excessive noise by requiring proponents to assess project compliance with specified noise limits.

POSSIBLE OPTIONS

- Implement a prescriptive noise limit to apply from receptors or within a specified distance.
- Require a noise impact assessment (including low frequency). Require submission and technical review of the assessment if receptors are within a specified distance.
- Require consideration and minimization of construction noise.

CROWN LAND ACCESS

- Renewable energy projects may be sited on private or Crown land.
- Projects sited on Crown land may be in areas with overlapping tenures or used by the public.
- Access to such areas will be restricted during construction, and some ongoing restrictions may be required to ensure public safety and physical security of the project.



Crown land, British Columbia

CROWN LAND ACCESS

POSSIBLE IMPACTS

- Access to Crown land immediately adjacent to the project may be restricted.
- Rights holders with overlapping tenures may be impacted by such restrictions.
- Access may be restricted for specified periods or, in certain areas, indefinitely.

BCER POLICY INTENT

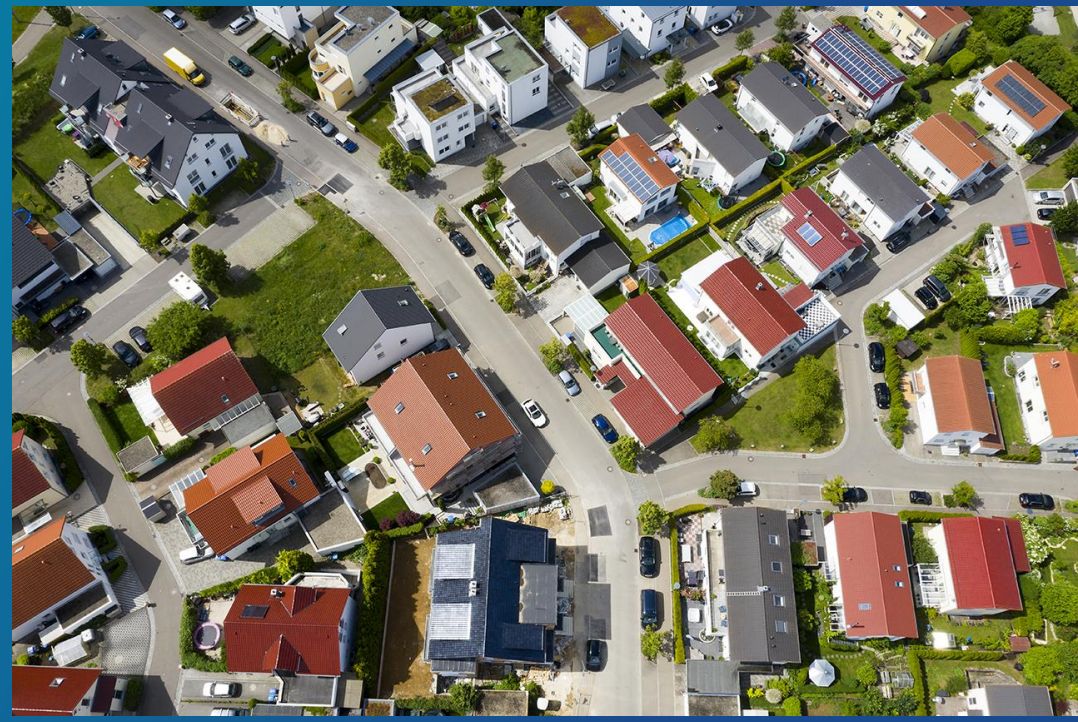
The regulatory framework will ensure projects sited on Crown land appropriately accommodate other uses while maintaining public safety.

POSSIBLE OPTIONS

- Require consultation with rights holders whose tenures may be impacted.
- Require submission of a management plan regarding public access in the project vicinity.

COMMUNITY ENGAGEMENT

- Local communities within the vicinity of renewable energy activities may face impacts to quality of life.
- Impacts will generally be limited to noise, visual, traffic and access to public land.
- Transparency and engagement regarding such impacts should be afforded to local communities.
- Local authorities should be afforded input on permitting decisions that impact their communities.



COMMUNITY ENGAGEMENT

POSSIBLE IMPACTS

- Local communities may face impacts from renewable energy activities.
- Impacts vary but may include noise, visual, traffic, worker impacts during construction and access to public land.
- Insufficient notification and engagement regarding such impacts negatively affects community acceptance.

BCER POLICY INTENT

The regulatory framework will ensure parties impacted by the development are notified of anticipated impacts and parties who face significant impacts are given an opportunity to consult with the project proponent prior to permit adjudication. The framework will ensure local authorities are consulted on proposed renewable energy projects.

POSSIBLE OPTIONS

- Require proponent to assess community impacts and notify affected persons.
- Require proponent to consult with the most affected persons and notify others.
- Affected persons can be defined using radii or based on assessment of the extent of impacts.

THEME 4:

PROTECTING PUBLIC SAFETY

The risks and hazards associated with renewable energy activities are well understood, but unique to the characteristics of individual projects.

The regulatory framework will ensure operators implement a systematic approach in managing and reducing risks.

Proponents will be expected to anticipate, manage, monitor and mitigate the effects of all potential hazards and risks throughout the life cycle of a project.

TECHNICAL HAZARDS & RISKS

- Renewable energy projects include electrical equipment, mechanical components, and elevated structures.
- Appropriate design, construction, and maintenance is required to minimize public safety risks associated with this infrastructure.

TECHNICAL HAZARDS & RISKS

POSSIBLE IMPACTS

- Structural or mechanical failure, including turbine collapse.
- Damaged blades or components being thrown.
- Accumulated ice thrown from turbine.
- Hazards from high voltage electrical equipment and batteries.
- Presence of hazardous fluids or materials.

BCER POLICY INTENT

The regulatory framework will ensure proponents consider and plan mitigations for all identified hazards and all equipment is appropriately constructed and maintained.

POSSIBLE OPTIONS

- Adopt suitable standards and codes to ensure sound design and construction.
- Require proponents to develop and implement detailed maintenance plans aligned with industry best practices.
- Prescribe appropriate setbacks to minimize risk to the public.

NATURAL HAZARDS & CLIMATE RISKS

- Wind and solar projects may be exposed to natural hazards such as flooding and wildfires.
- Natural hazards such as extreme weather, earthquakes and wildfire can pose risks to renewable energy facilities.

NATURAL HAZARDS & CLIMATE RISKS

POSSIBLE IMPACTS

- High winds, ice storms, or lightning strikes could increase risk of mechanical failure.
- Failure of electrical components may pose a wildfire risk.
- Remote facilities may experience longer response times in the event of an emergency.

BCER POLICY INTENT

The regulatory framework will ensure projects are designed, constructed and operated to minimize the risks of natural hazards and extreme weather events and appropriate response plans are in place.

POSSIBLE OPTIONS

- Adopt suitable standards and codes to ensure structures are climate resilient.
- Require assessment of potential natural hazards or extreme climate related risks.
- Require proponents to develop and implement suitable emergency response plans and coordinate with local authorities.

OTHER CONSIDERATIONS

IMPACTS TO AVIATION & RADAR

- Wind turbines may impact flight paths and aerodrome operations.
- Wind turbines may interfere with radar systems including those used for navigation, meteorology and airspace monitoring.
- The degree and nature of interference depends on the location of the wind turbine and characteristics of the rotor blades.
- Federal bodies such as the Canadian Armed Forces, Environment & Climate Change Canada and NAV Canada have established processes to mitigate the risks of such interference.

IMPACTS TO AVIATION & RADAR

POSSIBLE IMPACTS

- Wind turbines may be obstacles to aircraft which can affect flight paths or aerodrome operations.
- Interference may disturb critical communications, navigation and weather radars.
- Radar and aerodromes support core public priorities, including those related to public safety and national defence.
- Insufficient coordination between proponents and radar/aerodrome operators may result in risks to public safety.

BCER POLICY INTENT

The regulatory framework will ensure proponents coordinate effectively with operators of critical radar and telecommunications infrastructure. The framework will ensure applicants coordinate with aviation authorities and operators to evaluate and minimize risks to local aircraft.

POSSIBLE OPTIONS

- Require proponent to consult with any radar/aerodrome operators within a prescribed distance.
- Require proponent to consult all federal authorities who operate core radar systems in Canada.
- Require submission of “consent letter” (commonly provided by such authorities) at time of application.

COST RECOVERY

- The BCER operates as a cost-recoverable organization. Regulated parties fund regulatory oversight through payment of levies and fees.
- This cost recovery model has long-standing precedence in the BCER's oversight of other energy resource activities, such as oil and gas.
- A cost recovery model minimizes costs for taxpayers while ensuring robust regulatory oversight.
- The BCER closely evaluates fee and levy amounts to ensure they accurately reflect the costs of regulatory oversight and are fairly apportioned amongst permit holders.

COST RECOVERY

POSSIBLE IMPACTS

- Project proponents will be subject to fees and levies on both a one-time and ongoing basis.
- Fee and levy amounts can impact the competitiveness of individual proponents and the industry at large.
- Insufficient fee and levy amounts impact the BCER's ability to operate.

BCER POLICY INTENT

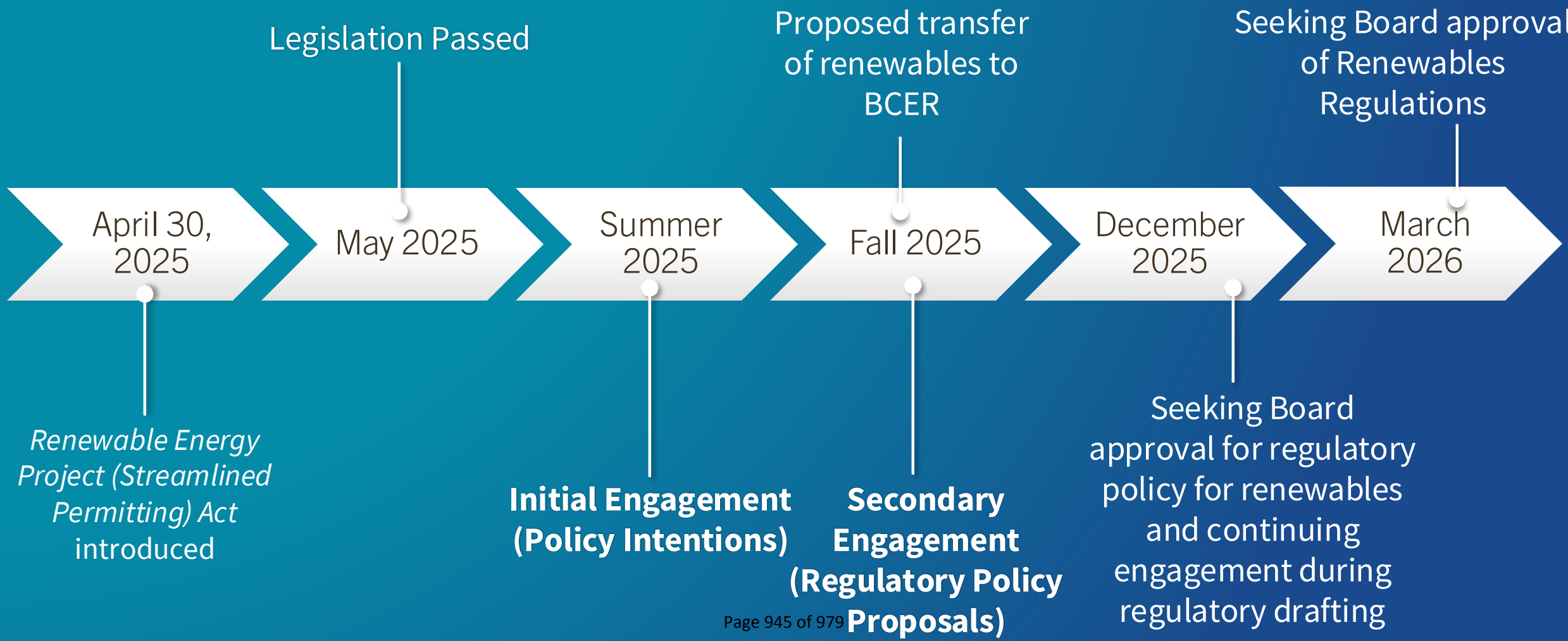
The regulatory framework will ensure cost recovery allows for robust oversight of renewable energy projects, including review and enforcement of authorizations under Provincial legislation.

MECHANISMS FOR COST RECOVERY

- Implement "application fees" to recover the cost of authorizations and permit review.
- Implement "operational levies" to recover the cost of ongoing regulatory oversight.
- Implement "service fees" for regulatory services provided, such as inspections.

THE PATH FORWARD

LEGISLATIVE & REGULATORY TIMELINE



Summary

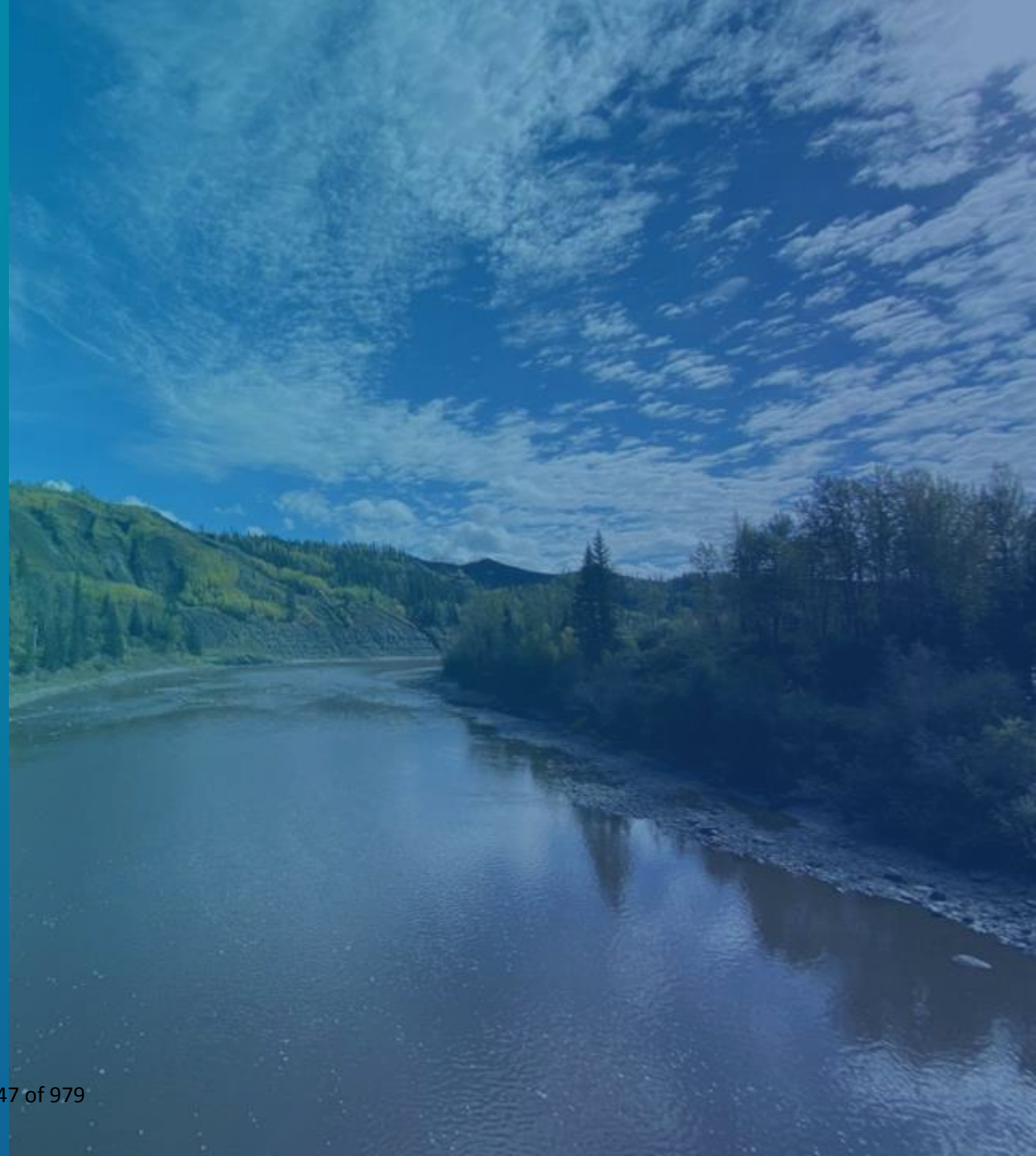
- Wind and solar energy projects may have impacts on the environment and communities around them.
- Risks associated with these activities are well understood and a range of options to avoid, mitigate or repair these impacts are available.
- As a full lifecycle regulator for energy activities, BCER intends to develop a regulatory framework that will ensure projects meet a high standard of environmental protection, public safety and supporting community well-being and reconciliation.

We welcome input and feedback from all interested parties.

Please reach out to info@rep-spa.ca

BCER
BRITISH COLUMBIA ENERGY REGULATOR

Scan here to see our Strategic Plan on a Page (S-PoP)



Village of Chase

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Chase, British Columbia V0E 1M0
Office: 250. 679-3238
Fax: 250. 679-3070
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June 5, 2025

The Honourable Lisa Beare, M.L.A.
Minister of Education and Child Care
PO Box 9045 Stn Prov Govt
Victoria, BC V8W 9E2
Email: ECC.Minister@gov.bc.ca

Dear Minister Beare:

RE: Funding for Public Education

At its May 27, 2025 Regular Meeting, the Council of the Village of Chase passed the following resolution:

> "*THAT Council write a letter to the Minister of Education and Child Care that public education is important to the Village of Chase and needs to be properly funded and copy MLA Ward Stamer and all local governments in B.C.*"

We write on behalf of our community to advocate for students in Chase and throughout British Columbia.

We understand that provincial governments have competing priorities to consider when allocating public funds across program areas. However, current funding levels are not sufficient to support student learning and well-being in our province.

We know that a properly funded public education system significantly improves the opportunities and outcomes for young people in our community. We call on the provincial government to address urgently needed funding for public education.

We thank you for giving thoughtful consideration to this most important issue.

Sincerely,
VILLAGE OF CHASE
[redacted]
David Lepsoe, Mayor, on behalf of Council

Village of Chase

PO Box 440, 826 Okanagan Ave,
Chase, British Columbia V0E 1M0
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Cc: The Honourable David Eby, M.L.A., Premier of British Columbia

The Honourable Ward Stamer, M.L.A. for Kamloops-North Thompson

All local governments in British Columbia

DISTRICT OF COLDSTREAM

9901 KALAMALKA ROAD, COLDSTREAM, BC V1B 1L6
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"Rural Living At Its Best"

June 17, 2025
0230-30-12 (Resolutions)

UBCM Member Municipalities
Via Email

Dear Mayors and Councillors,

Re: Modernization of Wastewater Regulations – UBCM Resolution

At their meeting held May 26, 2026, the District of Coldstream Council passed the following resolution:

> *"THAT Council direct Administration to forward the following resolution to the Union of British Columbia Municipalities Annual Convention for consideration:*
>
> > ***Whereas** the oversight of wastewater management in British Columbia is divided between two provincial ministries, resulting in split jurisdiction over two key regulations — the Municipal Wastewater Regulation (MWR) (2001) and the Sewerage System Regulation (SSR) (2005);*
> >
> > ***And whereas** these regulations have not undergone significant updates since their enactment, despite evolving environmental standards, increasing concerns regarding the professional oversight of these systems, emerging technologies, and increasing community and ecological demands;*
> >
> > ***And whereas** the Province has established priorities to support housing development, infrastructure expansion, improved cumulative effects assessment in natural resource decision-making, and stronger integration of source water and drinking water protection;*
> >
> > ***Therefore, be it resolved** that UBCM requests the Province of British Columbia to undertake a comprehensive review and modernization of the Municipal Wastewater Regulation and Sewerage System Regulation to ensure alignment with current environmental pressures, technological advancements, and land use planning needs.*
>
> *AND THAT Administration be directed to copy the correspondence to Lake Country, Columbia-Shuswap Regional District and the City of Vernon;*
>
> *AND FURTHER THAT Administration be directed to copy the correspondence to all UBCM member municipalities for information and request for support."*

This resolution was co-sponsored by the City of Vernon, District of Lake Country and the Columbia Shuswap Regional District and submitted to UBCM for consideration at the 2025 Convention. We encourage you to consider supporting this resolution at the 2025 UBCM Convention.

Yours truly,

[redacted]

Keri-Ann Austin, MMC
Chief Administrative Officer

cc Coldstream Council

PEACE RIVER REGIONAL DISTRICT

strategic plan

2023-2026

diverse. vast. abundant.

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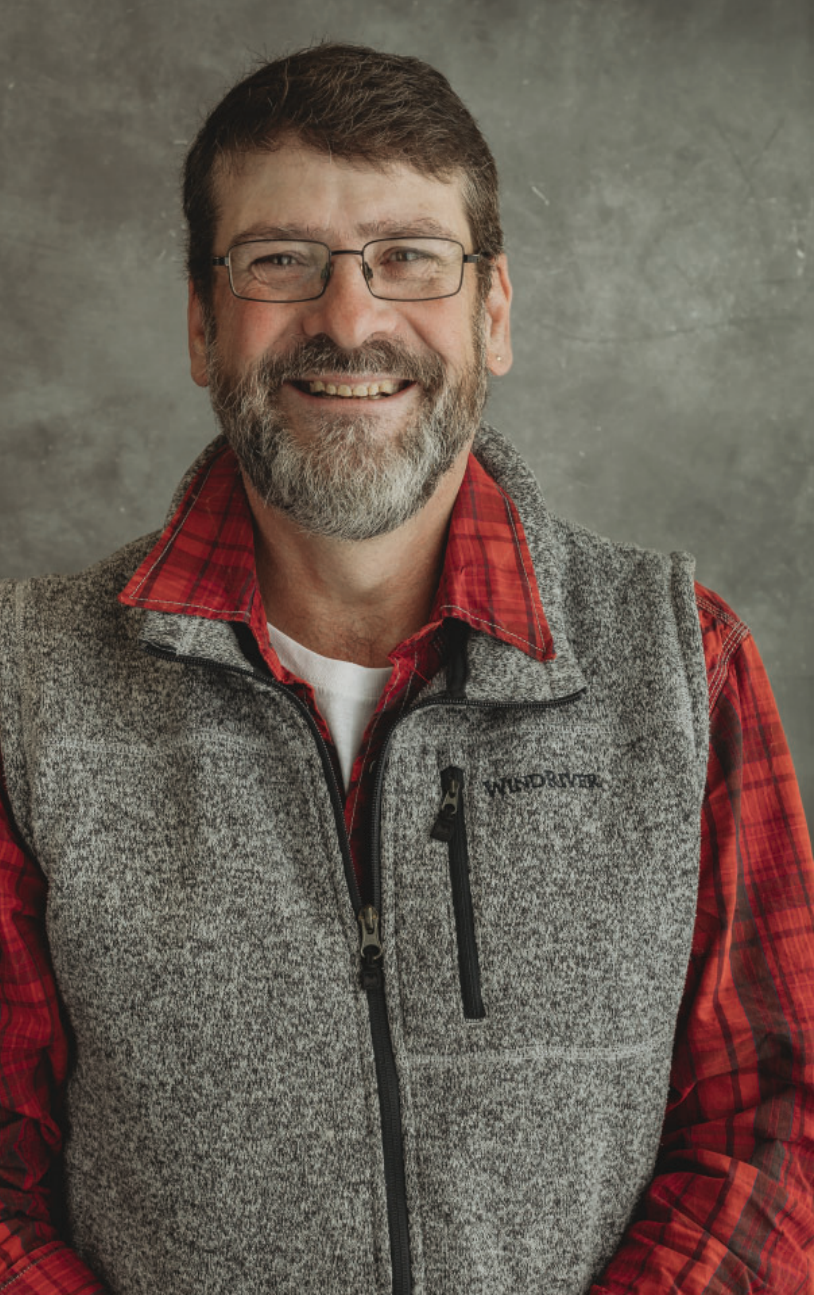


Message from the Chair

2023-2026 STRATEGIC PLAN

The 2023-2026 Strategic Plan is a guiding document that reflects the goals, priorities and objectives of the Peace River Regional District (PRRD) Board. The plan provides a roadmap for decision-making, resource allocation and helps to align the efforts of the organization and its employees. A well-crafted strategic plan is crucial to achieve long-term success by ensuring that the organization's resources are concentrated toward a common and sustainable vision.

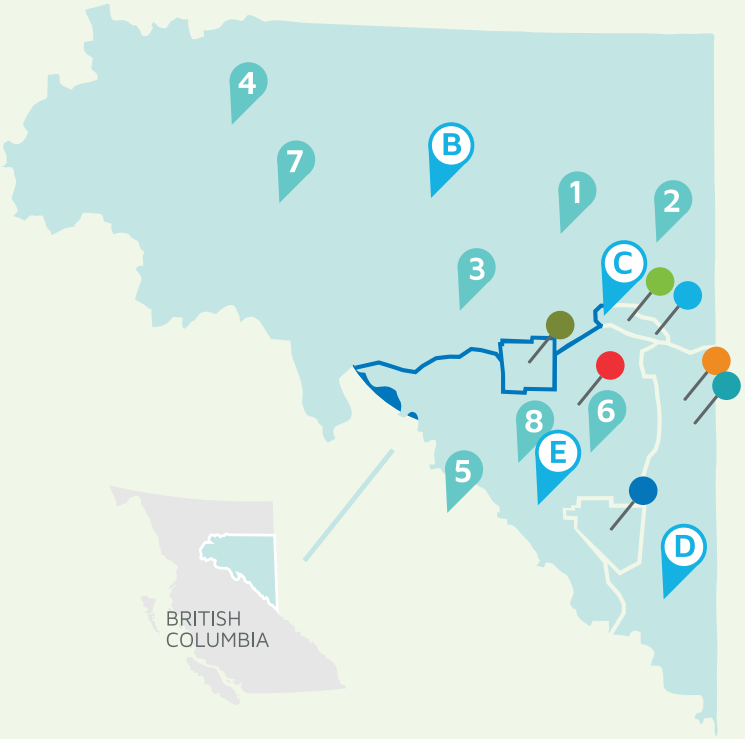
As a regional government, we provide leadership and use our influential, collective voice to advocate on behalf of our residents, businesses and industry in support of a prosperous economy, a healthy natural environment and resilient, inclusive communities. Over the next four years, the Board will focus on fiscal responsibility through infrastructure and asset management, best practices in human resources, collaboration and cooperation with First Nations and neighbouring local governments, responsive emergency management and advocating for the interests of the region.

The strategic plan is a living document that will adapt to the evolving needs of the organization and the citizens of the Peace River region; it may change through updates, be expanded as needed and serve a different purpose over time. Ultimately, the plan will support the Regional Board to engage with constituents and work together with First Nations and inter-provincial partners.

Chair Leonard Hiebert
Peace River Regional District

The Peace River Regional District (PRRD) was established in 1967, and is geographically the largest regional district in BC, encompassing over 119,000 kilometres.

The PRRD serves seven incorporated communities and four electoral areas that represent over 40 unincorporated (rural) communities. There are eight First Nations communities within District boundaries, which also include part of the traditional lands of the McLeod Lake Indian Band.



INCORPORATED COMMUNITIES

- District of Chetwynd
- City of Dawson Creek
- City of Fort St. John
- District of Hudson's Hope
- Village of Pouce Coupe
- District of Taylor
- District of Tumbler Ridge

ELECTORAL AREAS

- (B) Electoral Area B (18 unincorporated communities)
- (C) Electoral Area C (6 unincorporated communities)
- (D) Electoral Area D (12 rural communities)
- (E) Electoral Area E (10 rural communities)

FIRST NATIONS COMMUNITIES

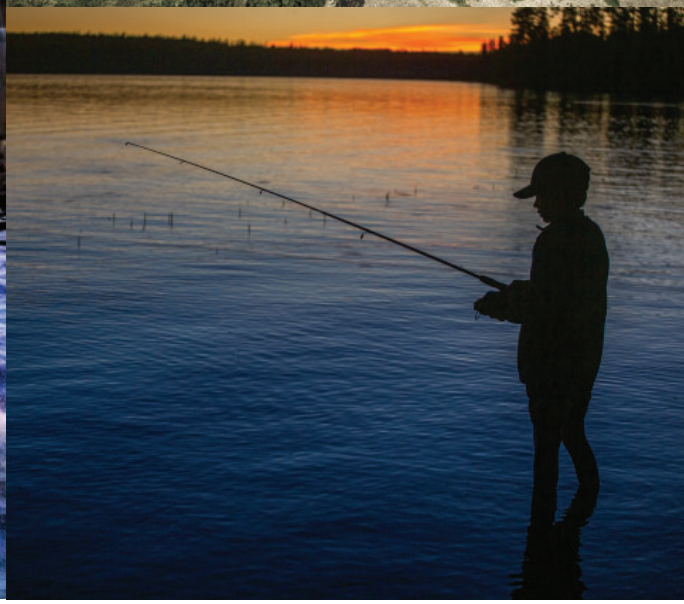
1. Blueberry River First Nations
2. Doig River First Nation
3. Halfway River First Nation
4. Kwadacha Nation
5. McLeod Lake Indian Band
6. Saulteau First Nations
7. Tsay Keh Dene Band
8. West Moberly First Nations

Cultural Safety Mission Statement

The Peace River Regional District is situated on the traditional territory of the Dane-zaa (Beaver), signatories of Treaty 8 and the Métis Nation BC Region 7. We value the significant contributions of Indigenous Peoples who have lived and worked on the land for time immemorial and are committed to meaningful reconciliation.

The PRRD will use the concepts of cultural safety to create a mutual path forward with all of our neighbours. We are an organization that appreciates cultures in all its forms.

We value respect, trust, care and transparency and will act in accordance with these values. We seek to understand each other's cultures and worldviews in order to enhance inclusion, trust and relationships.



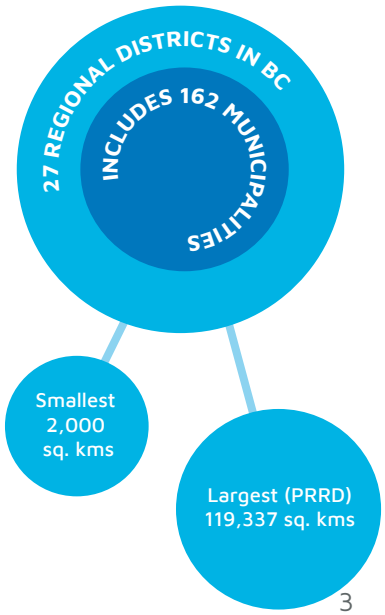
Regional Districts

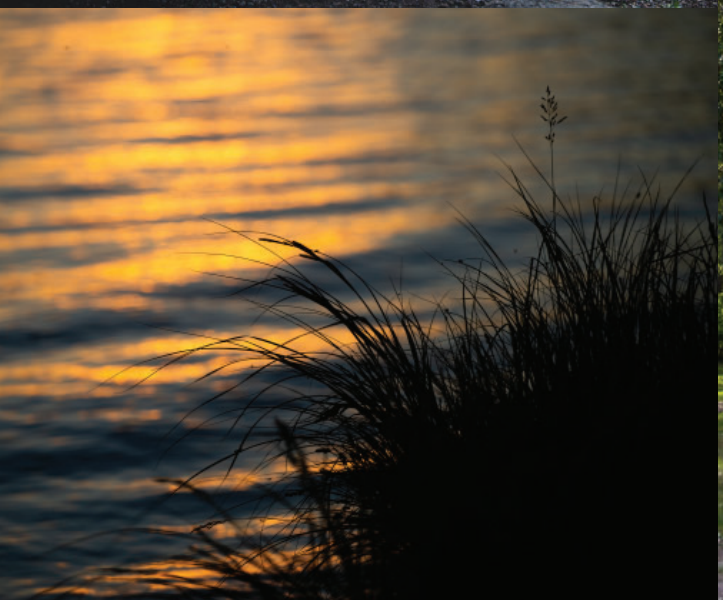
Regional districts emerged due to a need for greater regional cooperation and equitable cost sharing between municipal and rural areas.

A concept unique to British Columbia, regional districts are a federation composed of municipalities, electoral areas, and in some cases, Treaty First Nations. Each regional district is divided into smaller (mostly rural) areas called electoral areas, and these representatives join those from the member municipalities to form the Board of Directors.

Regional districts perform three primary functions:

- act as local government for their (unincorporated) electoral areas;
- provide the political and administrative frameworks necessary for member municipalities and electoral areas to collaborate in the provision of services; and,
- be the regional service body responsible for providing regional services to, and undertaking key activities on behalf of, their entire regions.





Board of Directors

The Board of Directors for the Peace River Regional District and Hospital District are made up of twelve (12) Electoral Area and Municipal Directors.

Four (4) Electoral Area Directors are elected for a four-year term to represent the following rural Electoral Areas:

- Electoral Area 'B'
- Electoral Area 'C'
- Electoral Area 'D'
- Electoral Area 'E'

Eight (8) Municipal Directors are appointed by the councils of the seven member municipalities of the Peace River Regional District:

- District of Chetwynd
- City of Dawson Creek
- City of Fort St. John
- District of Hudson's Hope
- Village of Pouce Coupe
- District of Taylor
- District of Tumbler Ridge

Our Vision for the Future

The Peace River Regional District is comprised of distinct and unique communities, each with their own strengths, values and aspirations. The region is shaped by its roots in agriculture and its culture of independence, resilience and compassion for others. With a thriving resource-based economy, an array of services and amenities and a variety of striking and inspiring landscapes, our residents enjoy a rewarding quality of life.

We see a bright and prosperous future for our region, while acknowledging the economic vulnerabilities of our resource sector and the impacts on our region from a changing climate. We will strive for diversity within our region's economy; strong relationships with First Nations and other partners; and effective, responsive services that meet the needs of our residents and protect our communities from the increasing frequency of natural hazard events.

Our Role

The PRRD plays a vital role in providing a variety of regional, sub-regional and local services that are valued by our residents and contribute to a high quality of life. We collaborate with other local governments, First Nations, agencies and volunteer organizations to deliver services and address challenges and needs in the region. As a regional government, we provide leadership and use our influential, collective voice to advocate on behalf of our residents, businesses and industry in support of a prosperous economy, a healthy natural environment and resilient, inclusive and liveable communities.

Our Commitments

As we fulfill our obligations and responsibilities as a regional government, the PRRD will strive to:

- **COMMUNICATE AND ENGAGE** with our residents and stakeholders;
- **COLLABORATE AND COOPERATE** with our partners; and
- Be **CONSISTENT** in the application of our policies and decisions.

Purpose of the Strategic Plan

The Strategic Plan was developed by the Board to ensure that our decisions, activities and policies are in alignment with, and supportive of the Board's vision and goals. The plan addresses the most significant opportunities and challenges facing the region and supports the continued provision of quality services, amenities and infrastructure for our residents.

The plan will inform the development of our annual budgets and departmental work plans. Quarterly reports to the Board and the Annual Report will provide an opportunity to review, communicate, and celebrate progress in achieving the Board's goals and update the plan as necessary.

Strategic Focus Areas

1. Asset & Infrastructure Management
2. Human Resource Management
3. Collaboration & Cooperation with First Nations
4. Inter-Provincial Collaboration
5. Emergency Management
6. Advocacy

1. Asset & Infrastructure Management

Goal
To effectively plan for and manage the PRRD's assets and infrastructure to ensure they provide the desired levels of service to our residents, now, and in the future.

Why is it important?
The PRRD has a significant investment in infrastructure that serves our citizens and communities. It is essential that we have appropriate policies, systems and strategies in place to effectively maintain, replace and develop new infrastructure capable of meeting current and future demands.

STRATEGIES

1.1 Undertake condition assessments for all PRRD owned assets

1.2 Determine service expectations for all assets

1.3 Identify funding and investment strategies

1.4 Implement asset management software program

2. Human Resource Management

Goal
To enhance our human resource management practices and programs to ensure our employees are motivated, engaged, and supported in the work they do.

Why is it important?
Staff are our most important asset. Maintaining a positive and supportive work environment contributes to increased productivity and quality of work, establishes a positive reputation as an

STRATEGIES

2.1 Establish a corporate employee development program

2.2 Review and update performance review process

2.3 Develop an employee retention and recruitment strategy

3. Collaboration & Cooperation with First Nations

Goal
To further our relationships with the First Nations governments and pursue opportunities for partnerships and governance participation.

Why is it important?
Establishing relationships with First Nations promotes discussion on common interests, challenges and opportunities which can result in mutually beneficial protocols, partnerships and collaboration.

STRATEGIES

3.1 Advance the development of individual MOUs

3.2 Share PRRD strategic goals with First Nations to identify opportunities for cooperation and collaboration

3.3 Investigate governance participation models under Local Government Act

4. Inter-Provincial Collaboration

Goal
To explore and realize opportunities and advantages through cooperation and collaboration with neighbouring local governments in Alberta.

Why is it important?
Sharing of knowledge and exploring innovative solutions to our common issues and challenges can enhance the effectiveness of our efforts and improve outcomes.

STRATEGIES

4.1 Coordinate the re-establishment of Inter-Provincial meetings.

4.2 Establish follow-up and accountability framework for inter-provincial outcomes.

5. Emergency Management

Goal
To ensure the PRRD's interests are articulated and considered in response to proposed amendments to the Emergency Program Act and Fire Services Act.

Why is it important?
It is anticipated that legislative changes proposed for the Emergency Program Act and Fire Services Act will have significant financial and operational impacts on the PRRD.

STRATEGIES

5.1 Engage in Emergency Program Act and Fire Services Act amendment processes

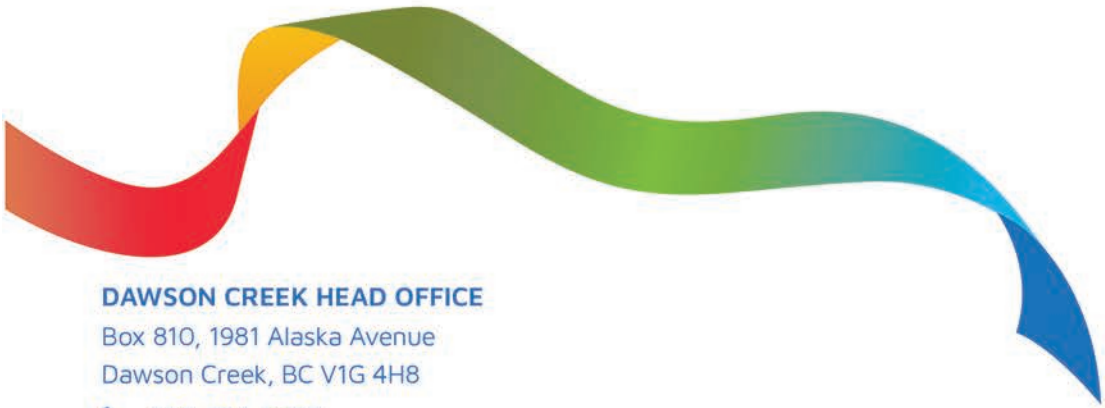
5.2 Explore opportunities for new or enhanced mutual aid agreements

6. Advocacy

Goal
To represent and advance the interests of the region with other levels of government and agencies responsible for providing governance and services in our region.

Why?
Issues facing our local communities and the region can often be overlooked or underestimated by other levels of government. As a regional district, we have the benefit of a strong, collective voice to influence decisions, actions and policies through strategic advocacy effort.

TOPICS	MESSAGE	AUDIENCE
6.1 Emergency Program Act/ Fire Services Act Amendments	Recognition and consideration of financial and operational impacts to regional districts resulting from proposed changes to Emergency and Fire Services legislation.	Ministry of Emergency Management and Climate Readiness NCLGA UBCM
6.2 Agriculture/Food Security	Importance of investment and support for local growers and producers to ensure sustainable food supply for the region.	Ministry of Agriculture and Food
6.3 Senior's Housing	Advancement of the Regional Housing Needs Assessment and the need for investment in seniors housing facilities to ensure senior are able to age in their communities.	Northern Health Ministry of Housing Community Partners and Agencies Developers
6.4 Blueberry River FN	Awareness of the economic impacts of resource permit suspensions and encouraging and supporting the completion of a final agreement for a regulatory framework that will address the findings in Yahey v British Columbia.	Province of BC Blueberry River First Nation
6.5 Homelessness/Mental Health and Addictions/Crime	Continued awareness of the impacts of mental health and addictions on communities and the need for appropriate supports and services for those suffering from mental health and addictions.	Ministry of Mental Health and Addictions NCLGA UBCM
6.6 Aggregate Security	Importance of securing and enhancing aggregate supply to support construction activity and long-term maintenance of roads in the region.	Agricultural Land Commission Ministry of Energy, Mines and Low Carbon Innovation



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PEACE RIVER
REGIONAL DISTRICT

2023-2026 STRATEGIC PLAN

Staff Update 2025

July 17, 2025

April 10, 2025

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1. Asset and Infrastructure Management

Goal

To effectively plan for and manage the PRRDs assets and infrastructure to ensure they provide the desired levels of service to our residents, now, and in the future.

Strategies

1.1 Undertake condition assessments for all PRRD Owned Assets.
1.2 Determine Service Expectations for all Assets.
1.3 Identify Funding and Investment Strategies
1.4 Implement Asset Management Software Program

Strategy 1.1: Undertake Condition Assessments for all PRRD Owned Assets		
Actions	Department	Timeline
Submitted bids for bleacher repairs / Repaired	CS	Completed
Architectural and Engineering Assessment to determine repairs needed and costs to upgrade the Adeline Kelly Building to a A-2 Occupancy Standard – presented to the Board Feb 20, 2025 with May 1, 2025 Board decision that no further efforts be undertaken to upgrade the building, but that staff are to confirm that it is safe as an F-2 building.	CS	Completed
North Peace Fall Fair Society-led project to upgrade Pineview Hall to Public Occupancy Standard	CS	Q2 2026
Jackfish Community Hall **Facility condition assessment completed in 2019 with additional assessment completed in 2023 resulting in cost estimate and repair plan. Facility officially closed in June 2025 pending repairs and a commitment from facility operators. Investment in repair plan pending results of community meeting set for Summer, 2025**	CS	Q3 2025
Results of 2024 assessment formed the scope of work for critical facility upgrades project. Board approved scope of work in Q1 2025 with repairs expected for completion in 2026.	CS	Q3 2026
Strategy 1.2: Determine Service Expectations for all Assets		
Actions	Department	Timeline
Consultant presented to Staff – "Framework for Setting Service Level Expectations"	FN	Completed
Financial Strategy	FN	Completed
Asset Management Strategy	FN	Q4 2025
Asset Management Plans by Function	FN	Q4 2026
Long Term Financial Plan by Function	FN	Q4 2025

Levels of Service by Function	FN	Q4 2025
Strategy 1.3: Identify Funding and Investment Strategies		
Actions	Department	Timeline
Strategy 1.4: Implement Asset Management Software Program		
Actions	Department	Timeline
Asset Management – Software for operation procured	FN	Completed
Researching add-on software for Asset Management Planning (long-term Financial Planning)	FN	Q1 2026
Procure Asset Management Software – February 2025	FN	Completed
Implement Asset Management (Maintenance) Software	FN	Completed
Public Access Portal for Asset Management Maintenance Requests	FN	Q3 2025

2. Human Resources Management

Goal

To enhance our human resource management practices and programs to ensure our employees are motivated, engaged, and supported in the work they do.

Strategies

2.1 Establish a corporate employee development program.
2.2 Review and update performance review process.
2.3 Develop an employee retention and recruitment strategy.

Strategy 2.1: Establish a Corporate Employee Development Program		
Actions	Department	Timeline
Create Development Program	ADM	Q2 2025
Strategy 2.2: Review and Update Performance Review Process		
Actions	Department	Timeline
Revise/implement New Performance Review process	ADM	Q3 2025
Strategy 2.3: Develop an Employee Retention and Recruitment Strategy		
Actions	Department	Timeline
Create an organizational plan to reduce employee turnover, increase retention and foster employee engagement.	ADM	Q4 2025

3. Collaboration and Cooperation with First Nations

Goal

To further our relationships with the First Nations governments and pursue opportunities for partnerships and governance participation.

Strategies

3.1 Advance the development of individual MOUs.
3.2 Share PRRD strategic goals with First Nations to identify opportunities for cooperation and collaboration.
3.3 Investigate governance participation models under *Local Government Act*.

Strategy 3.1: Advance the Development of Individual MOUs		
Actions	Actions	Actions
Meeting with Doig River FN re: MOU – April 14, 2025	ADM/DS	Q2 2025
Strategy 3.2: Share PRRD Strategic Goals with First Nations to Identify Opportunities for Cooperation and Collaboration.		
Actions	Department	Timeline
Regional Growth Strategy & Regional Climate Resiliency Plan – information shared about the status of projects during C2C meetings	DS	Completed
C2C Halfway River FN – March 18, 2025	ADM	Completed
West Moberly Quarterly Meeting, with Area E – March 5, 2025	ADM	Completed
Invitations for C2C Meetings sent to all FN – Jan 8, 2025	ADM	Completed
Invited FN to share their concerns re: Exemption of Wind Project from Env. Assessment process with Govt - Feb, 2025	ADM	Completed
Requested support from FN for PRRD ask to province for streamlined permitting processes for fibre transport projects funded by government grants (seeking collaboration and support for the development of broadband connectivity fibre transport systems in the region)	ADM	Completed
Strategy 3.3: Investigate Governance Participation Models under *Local Government Act*		
Actions	**Department**	**Timeline**
Shared Provincial Government staff contact information for Participation in Local Government with Shona Nelson, Doig Band Manager	ADM	Completed

4. Inter-Provincial Collaboration

Goal

To explore and realize opportunities and advantages through cooperation and collaboration with neighbouring local governments in Alberta.

Strategies

4.1 Coordinate the re-establishment of Inter-Provincial meetings.

Strategy 4.1: Coordinate the re-establishment of Inter-Provincial meetings		
Actions	Department	Timeline
Worked with County GP to schedule Interprovincial Meeting – attended meeting Nov 29, 2024 and provided follow up information requested	ADM	Q1 2025
Meeting set for August 20, 2025 – Hosted by Saddle Hills County	ADM	Q3/2025

5. Emergency Management

Goal

To ensure the PRRD's interests are articulated and considered in response to proposed amendments to the *Emergency Program Act and Fire Services Act*.

Strategies

Strategy 5.1: Engage in Emergency Program Act and Fire Services Act amendment processes.		
Actions	Department	Timeline
Develop an Implementation Plan to Address the new *Act* and Regulations • Regulations expected to be developed and implemented late 2024 to early 2025 for initial new regulations. • Emergency & Disaster Management Act updates to Board – January 23, 2025 • New regulations and legislation that are being developed on EMCR presented to Board – February 20, 2025	CS CS CS	Q4 2025 Completed Completed
Strategy 5.2: Explore opportunities for new or enhanced mutual aid agreements		
Actions	Department	Timeline
Meeting with County of Grande Prairie – Development of a cross-jurisdictional Mutal Aid Agreement – January 20, 2025	CS	Completed
Reached out to the Office of the Fire Commissioner to provide clarity on what is required to pursue a Mutual Aid Agreement across provincial lines – February 21, 2025	CS	Q2 2025
Meeting with City of Dawson Creek – ESS Agreements – March 7, 2025	CS	Completed
Meeting with City of Fort St. John – Ess Agreements – March 12, 2025	CS	Completed
Staff met with District of Chetwynd to discuss Ess Agreements – April 22, 2025	CS	Completed
Staff met with District of Taylor to discuss Ess Agreements – April 29, 2025	CS	Completed
The Ess teams have requested that the PRRD and the 4 main teams meet and discuss how an agreement would look with everyone included – Tentatively scheduled for August 2025	CS	Q3 2025
Further discussions to be had at the EPC meeting tentatively scheduled in August.	CS	Q3 2025

6. Advocacy

Goal

To represent and advance the interests of the region with other levels of government and agencies responsible for providing governance and services in our region.

Focus Areas

6.1 Emergency Program Act/ Fire Services Act Amendments
6.2 Agriculture/Food Security
6.3 Seniors Housing
6.4 Blueberry River FN
6.5 Homelessness/Mental Health and Addictions/Crime
6.6 Aggregate Security

Strategy 6.1: *Emergency Program Act*/ Fire Services Act Amendments		
	Ministry	Timeline
Actions		
Strategy 6.2: Agriculture/Food Security		
	Ministry	Timeline
	Minister of Agriculture	Q3 2025
Actions		
Regional Growth Strategy – Provides policy and implementation actions focused on supporting agriculture – going to the July 17, 2025 for consideration if adopted.	Ministry of Housing and Municipal Affairs	Q3 2025
Regional Climate Resiliency Plan – Provides policy and implementation actions focused on supporting agricultural resilience to climate hazards	Ministry of Emergency Management and Climate Readiness	Q3 2025

PEACE RIVER REGIONAL DISTRICT

CHAIR'S REPORT

To: Directors

From: Leonard Hiebert, Board Chair Date: July 17, 2025

Subject: Chair's Report

PURPOSE/ISSUE:

To provide the Regional Board with updates from the Chair from June 17, 2025 – July 9, 2025

At the June 19 Board Meeting recommendation regarding Chair's Report and content, as per the video recording.

Clarification questions for Directors:

- What do you expect to accomplish or benefit from a full report instead of point form with verbal explanation?
- Is the Chair classified as a delegation? As it was compared to in the last board meeting.
- Are staff expected to help with background on report or any part of the report?
- Is there an example of what a report should look like?
- Does the report include a conference that any director can attend but choose not to and wait for the Chair's report or just meetings and invite that only the Chair is asked to attend?
- Every Director now has the opportunity to call and ask questions prior to the Board meeting regarding the Chair's report. (If not, then we need to discuss or maybe the no heads up is better for discussion, I personally like the no surprise rule)
- This topic has been brought up before and when I asked the Director what they would like to see, it was not definitive.
- I also would not want this to be used as a tool to beat up the Chair (no matter who it is) because a Director might have an issue with the Chair of the day.
- The Chairs Report was put into place so that the board was aware of what the Chair was doing outside of Board Meetings (NO secret meetings). Bringing back information on different issues or concerns so the Board was aware of anything that could or might affect the Regional District in some way, either positive or negative.

Events Attended;

- June 17/25 – Leaders Table - British Columbia Energy Regulator (BCER), Canadian Association of Petroleum Producers CAPP and Sense Net
- June 18/25 - Technical Hazard Briefing- WLRS, BCWS and EMCR (Zoom)
- June 19/25 - Groundbreaking Event Pouce Coupe, NWWC
- June 20-21/25 - NCLGA Board Meeting
- June 24/25 - Site "C" Tour of Camp
- July 1/25 - Canada Day Parade- Pouce Coupe, Dunk Tank 13:00-13:30

- July 3/25 - Northern Health Municipal/Regional information call (Zoom)
- July 4/25 - Tumbler Ridge Medical Conference, attended workshop on BREATHE (Intubation). Introduced to physician residents at different stages in their training, ER Docs and Docs from other countries training in Canada to be Physicians here.
- July 9/25 - Mayors and Chairs Webinar (Zoom), Meeting with Minister Parmar.

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Chair and Directors Report Number: ADM-BRD-616

From: Corporate Administration Date: July 17, 2025

Subject: Notice of Closed Board Meeting - July 17, 2025

RECOMMENDATION: *[Corporate Unweighted]*

That the Regional Board recess to a Closed Meeting, for the purpose of discussing the following items:

Agenda Item	Description	Authority
3.1	Minutes	CC Section 97(1)(b) Closed Minutes, Access to Records.
5.1 & 6.1	Land	CC Section 90(1)(e) Acquisition, disposition or expropriation of land or improvements.
6.2	Legal	CC Section 90 (1) (g) Litigation or potential litigation

BACKGROUND/RATIONALE:

As per the Closed Meeting Process and Proactive Disclosure Policy.

ALTERNATIVE OPTIONS:

The Board may recess to a Closed Meeting to discuss whether the items proposed belong in a Closed Session as per *Community Charter* Section 90(1)(n).

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan

FINANCIAL CONSIDERATION(S):

Not applicable.

COMMUNICATIONS CONSIDERATION(S):

Not applicable.

OTHER CONSIDERATION(S):

Not appliable.

Staff Initials: BG Dept. Head Initials: TH CAO: Shawn Dahlen Page 1 of 1