



REPORT

To: Rural Budgets Administration Committee

Report Number: CS-RBAC-005

From: Trish Morgan, General Manager of Community Services

Date: January 21, 2021

Subject: 2021 Gas Tax Funding, Fair Share & Peace River Agreement Funding Commitments

RECOMMENDATION #1:

That the Rural Budgets Administration Committee approve a funding commitment in the amount of \$60,000, payable from Electoral Area B Fair Share, to be issued to the Legislated Electoral Area Function-120, to conduct facility condition assessments on the Cache Creek, Halfway Graham and Golata Creek Community Halls and the North Peace Fall Fair Grounds in 2021.

RECOMMENDATION #2:

That the Rural Budgets Administration Committee approve a funding commitment in the amount of \$10,000, payable from Area B Fair Share, to be issued to the Electoral Area Function-120, to conduct public engagement in Electoral Area B between the border of the Charlie Lake Fire Protection Area and Red Creek Subdivision to examine if residents are interested in receiving fire protection from the Charlie Lake Fire Department.

RECOMMENDATION #3:

That the Rural Budgets Administration Committee approve a funding commitment in the amount of \$15,000, payable from Electoral Area C Community Works Gas Tax Funds, to be issued to the Charlie Lake Fire Function-315, to conduct a facility condition assessment on the Charlie Lake Fire Hall in 2021.

RECOMMENDATION #4:

That the Rural Budgets Administration Committee approve a funding commitment in the amount of \$30,000, payable from Electoral Area E Community Works Gas Tax Funds, to be issued to the Electoral Area Function-120, to conduct facility condition assessments on the Moberly Lake and Jackfish Community Halls.

RECOMMENDATION #5:

That the Rural Budgets Administration Committee approve a funding commitment in the amount of \$15,000, payable from Electoral Area E Community Works Gas Tax Funds, to be issued to the Moberly Lake Fire Function-335, to conduct facility condition assessments on Moberly Lake Fire Hall in 2021.

RECOMMENDATION #6:

That the Rural Budgets Administration Committee approve a funding commitment in the amount of \$29,538, payable from Electoral Area E Peace River Agreement Funds – Spending Item 6 Fire Protection, to be issued to the Moberly Lake Fire function – 335, with \$15,000 being allocated to conduct public engagement and an elector approval process to amend the bylaws in anticipation of transitioning the

fire department to be operated directly by the Peace River Regional District and \$14,538 being allocated to reduce the tax requisition required to operate the service in 2021.

RECOMMENDATION #7:

That the Rural Budgets Administration Committee approve a funding commitment in the amount of \$15,000, payable from Electoral Area E Peace River Agreement Funds – Spending Item 6 Fire Protection, to be issued to the Chetwynd Rural Fire function–320, to conduct public engagement and an elector approval process to expand the boundaries of the Chetwynd Rural Fire Protection Area.

RECOMMENDATION #8:

That the Rural Budgets Administration Committee approve a funding commitment in the amount of \$26,000, payable from Electoral Area B Community Works Gas Tax Funds, \$3,000, payable from Electoral Area D Community Works Gas Tax Funds, and \$6,000, payable from Electoral Area E Community Works Gas Tax Funds, to be issued to the Electoral Area Function-120, for legal fees associated with transferring community halls to the community group operators.

BACKGROUND/RATIONALE:**Facility Condition Assessments**

As a requirement of the asset management planning process (one of the Board's Strategic Initiatives), facility condition assessments must be completed for the following facilities in 2021:

Area B	Area C	Area E
Cache Creek Community Hall	Charlie Lake Fire Hall	Moberly Lake Fire Hall
Halfway Graham Community Hall		Moberly Lake Community Hall
Golata Creek Community Hall		Jackfish Community Hall
North Peace Fall Fair Grounds		

None of the recreation grounds, which are under a license of occupation, have been included for condition assessments as they can be completed by staff once training has been provided.

These assessments will:

- document any major deficiencies of the facility and provide a correction plan and cost
- develop an understanding of the remaining useful life of the facility components (e.g., building envelope, mechanical system, electrical system, etc.)
- estimate the capital expenditures required to maximize the lifecycle expectations of a building
- provide a current estimated value of the facility and estimate a replacement value
- provide a preventative maintenance schedule and program for use by both the PRRD and the facility operator

The condition assessments will be completed by a qualified professional following a public procurement process.

Note that although the PRRD does not own the land that Charlie Lake Fire Hall sits on, the building is maintained by the PRRD and the province does not provide any support with respect to the operation and maintenance of the building. The condition assessment will help the PRRD to understand if there

are any capital interventions needed to maintain or extend the useful life of the building and whether the PRRD should be planning for a new fire hall in the future. In discussion with the Electoral Director staff will recommence discussions with the Province to determine if there is an opportunity to purchase the land where the fire hall sits.

Public Engagement & Elector Approval Processes

In 2021 it is anticipated that the following public engagement and/or elector approval processes will take place to examine the expansion of fire protection services or make amendments to current services:

1) Moberly Lake Fire

- Purpose: to amend the current service establishment bylaws to allow for the PRRD to operate the Moberly Lake Fire service directly, possibly amend the requisition limits, merge the two service areas and amend the service area boundaries
- Public Engagement: to inform residents and businesses of the change of service provider and their role in the transition of the department
- Proposed Elector Approval Process: referendum which must take place by July 17, 2021 in order to make changes to the 2022 tax roll
- Amount: \$15,000 to be allocated in 2021 from Area E Peace River Agreement Funds

2) Charlie Lake Fire (Area C)

- Purpose: Examine expanding the boundaries to provide service to more rural residents and businesses in the north end of Electoral Area C
- Public Engagement: to determine if residents and businesses are interested in obtaining service and providing information on the costs and benefits of the service
- Proposed Elector Approval Process: Board initiated petition for Area C
- Amount: \$15,000 to be carried forward as a surplus Area C Peace River Agreement commitment from the 2020 Electoral Area Administration budget (no resolution required)

3) Charlie Lake Fire (Area B)

- Purpose: Examine expanding the boundaries to provide service to more rural residents and businesses between the current boundary of the Charlie Lake Fire Protection area and Red Creek Subdivision
- Public Engagement: to determine if residents and businesses are interested in obtaining service and providing information on the costs and benefits of the service
- Proposed Elector Approval Process: none for 2021
- Amount: \$10,000 from Area B Fair Share to be committed to the 2021 Electoral Area Administration budget

4) Chetwynd Rural Fire

- Purpose: Examine expanding the boundaries to provide service to more rural residents and businesses
- Public Engagement: to determine if residents and businesses are interested in obtaining service and providing information on the costs and benefits of the service
- Proposed Elector Approval Process: Board initiated petition
- Amount: \$15,000 to be allocated in 2021 from Area E Peace River Agreement Funds

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Organizational Effectiveness
- ☒ Develop a Corporate Asset Management Program

FINANCIAL CONSIDERATION(S):

Please see the current Financial Report on the January 21, 2021 Rural Budgets Administration Agenda for the most up-to-date balances of the Gas Tax, PRA and Fair Share reserve funds.

Facility Condition Assessments**Area C**

- Charlie Lake Fire Hall \$15,000
- TOTAL \$15,000

Area B

- Cache Creek Community Hall \$15,000
- Halfway Graham Community Hall \$15,000
- Golata Creek Community Hall \$15,000
- North Peace Fall Fair Grounds \$15,000
- TOTAL \$60,000

Area E

- Moberly Lake Fire Hall \$15,000
- Moberly Lake Community Hall \$15,000
- Jackfish Community Hall \$15,000
- TOTAL \$45,000

Requisition Supplement

The cost of Moberly Lake Fire Protection service is currently budgeted at \$169,538 for 2021. The Society is requesting \$104,200 and additional costs are associated with the transition of the Department (e.g., training gap analysis) to the PRRD. Upon review of the budget with the Electoral Area Director he recommended to add \$14,538 to supplement the tax requisition of \$113,000 (up from \$92,557 in 2020) and to carry forward the remainder of a previous PRA commitment of \$12,000 to 2021.

Item	PRA Amount
Carry forward 2020 PRA remaining commitment	\$12,000
Public engagement and elector approval process	\$15,000
Requisition offset	\$14,538
TOTAL	\$41,538

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

None at this time.