



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.