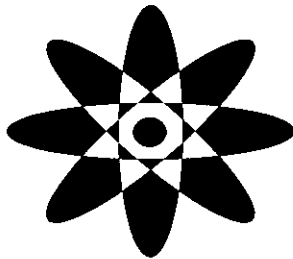


PEACE RIVER REGIONAL DISTRICT

ADDITIONS TO THE AGENDA

March 27, 2008



PEACE RIVER REGIONAL DISTRICT

ADDITIONS TO THE AGENDA

for the March 27, 2008 Board Meeting

MINUTES:

M-1 Revised page 7 of the March 13, 2008 Regional Board Minutes.

CORRESPONDENCE:

C-8 March 19, 2008 notice from Susan Gimse, President. Local Government Program Services regarding the Extension of the Gas Tax Agreement.

REPORTS:

R-5 March 26, 2008 report from Karen Goodings, Chair Electoral Area Directors' Committee regarding recommendations from the March 20, 2008 meeting.

BY-LAWS:

B-2 **Annual Financial Plan By-law No. 1793, 2008**

Additional Item:

c) Amendments to B-2 Financial Plan – *(under separate cover)*

REPORTS (continued):

M-1

18) R-2
District of Chetwynd –
Participation in Part 26
Services

RD/08/03/14
MOVED by Director Hiebert, SECONDED by Alternate Director Christensen,
a) that the Board inform the District of Chetwynd that participation over the full area of the Peace River Regional District is only available if the District were to opt-in at full requisition cost without the need for a contract ; and
b) that the following contract options are available:
West Peace Area: 75% of requisition at \$8,789 (2008); or
Chetwynd Rural Fire Protection Area: 50% of requisition at \$5,860 (2008).

CARRIED.

19) R-4
ALR Subdivision
Application 029/2008
(Peace Reach
Adventures)

RD/08/03/15
MOVED by Director Harwood, SECONDED by Director Caton,
that the Regional Board authorize ALR Subdivision Application No. 029/2008 for Peace Reach Adventures Ltd. to subdivide the remainder of Lot 5, Plan PGP47911, District Lot 3181, PRD except part in Plan BCP25030, into 44 residential lots ranging in size from 0.3 to 2.0 hectares, to proceed to the Agricultural Land Commission.

CARRIED.

20) R-5
ALR Subdivision
Application 33/2008
(Wollen)

RD/08/03/16
MOVED by Director Houley, SECONDED by Director Hiebert,
that the Regional Board support ALR Subdivision Application No. 33/2008 for Lorna Wollen to subdivide a 2 ha (5 acre) parcel from the Northeast ¼ Section 12, Township 86, Range 20, W6M, PRD; and authorize the application to proceed to the Agricultural Land Commission on the basis that it is consistent with the Official Community Plan and meets the conditions of Section 946 of the *Local Government Act* as a subdivision to provide a residence for a relative.

CARRIED.

21) R-6
February 22, 2008
report from Solid Waste
Committee re: BC
Stewardship Council

RD/08/03/17
MOVED by Director Houley, SECONDED by Director Hiebert,
that the Regional Board:
a) approve the British Columbia Product Stewardship Council updated Terms of Reference;
b) authorize the Chair and Chief Administrative Officer to sign the Council membership Pledge Form; and
c) approve an annual fee of up to \$1,000 for administrative services to the BC Product Stewardship Council from the Regional Solid Waste Management budget.

CARRIED.

22) R-7
March 3, 2008 report
from Faye Salisbury re:
Fencing the South
Border of the North
Peace Fall Fair Grounds

RD/08/03/18
MOVED by Director Ackerman, SECONDED by Director Caton,
that the Regional Board forward a letter to the North Peace Fall Fair Society agreeing to the Society fencing the south border of the North Peace Fall Fair Grounds.

CARRIED.

M-1

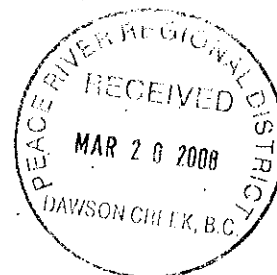
FS
Additional
Amount

C-8

Local Government Program Services

...programs to address provincial-local government shared priorities

UNION OF
BRITISH
COLUMBIA
MUNICIPALITIES



TO: UBCM Members
FROM: President Susan Gimse
DATE: March 19, 2008
RE: **EXTENSION OF GAS TAX AGREEMENT**

Administration provided
by UBCM

Funding provided by
Province of B.C.



**BRITISH
COLUMBIA**
The Best Place on Earth

For program
information, visit

www.civicnet.bc.ca
under
Programs & Services

Local Government
Program Services

LGPS Secretariat

Municipal House
545 Superior St
Victoria, BC, V8V 1T7

Phone: (250) 356-5134
Fax: (250) 356-5119

I am writing to update you regarding the extension of federal Gas Tax funding in BC.

On March 17, UBCM joined with Canada, BC and representatives from the Districts of Barriere, Clearwater and Westside in celebrating the completion of a funding extension that will deliver over \$1 billion to BC local governments from 2010/11 to 2013/2014. News releases from the event are available on CivicNet in the "News / Announcements" section.

The extension was accomplished through a simple amendment to the existing Canada - BC - UBCM Gas Tax Agreement (GTA). In addition to including the funding for 2010/11 to 2013/14, the amendment commits the parties to further amendments once the results of a planned program evaluation are known. Until these further amendments to the GTA are made, all other provisions of the existing agreement continue to apply.

The evaluation is intended to address issues related to the achievement of the objectives of the GTA and the effectiveness of its various terms and conditions. If the evaluation results suggest modifications to more effectively or efficiently meet intended objectives, UBCM will work with our federal and provincial partners to consider what amendments to the agreement may be appropriate.

Gas Tax funding is delivered in BC through a suite of programs consisting of the Community Works Fund, Strategic Priorities Fund, and Innovations Fund. For the purposes of eligibility under each of these programs, the GTA divides all local governments into three tiers based on differing community characteristics such as population density, degree of urbanization, adjacency of communities to urbanized areas and the need for intra-regional infrastructure.

MAR 27 2008

C-8

C-8

ATTACHED

While the evaluation will be reviewing the effectiveness of these provisions, we do not anticipate wholesale change to either the tier structure or complement of GTA programs. Consequently, and in order to provide local governments with greater certainty for infrastructure planning purposes, we have provided an estimated breakdown of the \$1.003 billion funding to be delivered through the 2010/11 to 2013/14 period. That breakdown is provided on our web site in the same location as the news releases noted above. The table shows estimated Community Works Fund allocations by local government, along with lump sum estimates for each of the other programs. These estimates are based on the current tier structure and programs allocations and, in keeping with the GTA provisions respecting populations, calculations were based on 2006 Census populations.

825:001:SG:GasTaxExtension:members

MAR 27 2008

C-8

**Allocation of Gas Tax Fund Extension Funding
2010/11 to 2013/14**
(estimates only; subject to change to accommodate such factors as new
municipal incorporations, changes to local government boundaries, etc.)

Local Government	Full year funding in each of 2010/11 to 2013/14	Total funding 2010/11 to 2013/14 (4 years)
Community Works Fund:		
100 Mile House	\$125,987.58	\$503,950.33
Abbotsford	\$3,378,780.13	\$13,515,120.50
Alberni-Clayoquot	\$452,069.04	\$1,808,276.16
Alert Bay	\$72,413.31	\$289,653.25
Armstrong	\$163,974.65	\$655,898.62
Ashcroft	\$117,078.69	\$468,314.77
Barriere	\$119,457.08	\$477,828.34
Bulkley-Nechako	\$838,698.69	\$3,354,794.77
Burns Lake	\$134,936.78	\$539,747.13
Cache Creek	\$91,803.25	\$367,212.99
Campbell River	\$1,242,178.64	\$4,968,714.56
Canal Flats	\$78,218.20	\$312,872.80
Capital	\$690,069.40	\$2,760,277.60
Cariboo	\$1,662,428.26	\$6,649,713.05
Castlegar	\$342,622.73	\$1,370,490.94
Central Coast	\$178,554.06	\$714,216.23
Central Kootenay	\$1,256,368.36	\$5,025,473.46
Central Okanagan	\$417,911.58	\$1,671,646.32
Central Saanich	\$473,138.63	\$1,892,554.51
Chase	\$147,110.92	\$588,443.68
Chetwynd	\$156,140.74	\$624,562.98
Chilliwack	\$1,910,170.62	\$7,640,682.49
Clearwater	\$146,062.82	\$584,251.26
Clinton	\$76,807.29	\$307,229.16
Coldstream	\$304,528.16	\$1,218,112.66
Columbia-Shuswap	\$872,842.71	\$3,491,370.86
Colwood	\$444,705.43	\$1,778,821.73
Comox	\$544,060.37	\$2,176,241.49
Comox Valley RD	\$931,455.95	\$3,725,823.79
Courtenay	\$934,439.01	\$3,737,756.05
Cowichan Valley	\$961,044.74	\$3,844,178.98
Cranbrook	\$786,374.09	\$3,145,496.35
Creston	\$244,544.33	\$978,177.33
Cumberland	\$161,340.96	\$645,363.82
Dawson Creek	\$493,186.99	\$1,972,747.95
Duncan	\$183,996.14	\$735,984.55
East Kootenay	\$708,854.66	\$2,835,418.64
Elkford	\$149,287.75	\$597,151.01
Enderby	\$126,001.02	\$504,004.08
Esquimalt	\$502,566.18	\$2,010,264.72
Fernie	\$219,994.50	\$879,978.00
Fort Nelson	\$231,967.08	\$927,868.31

**Allocation of Gas Tax Fund Extension Funding
2010/11 to 2013/14**
(estimates only; subject to change to accommodate such factors as new
municipal incorporations, changes to local government boundaries, etc.)

Local Government	Full year funding in each of 2010/11 to 2013/14	Total funding 2010/11 to 2013/14 (4 years)
Fort St. James	\$104,622.37	\$418,489.49
Fort St. John	\$751,504.45	\$3,006,017.81
Fraser Lake	\$94,866.94	\$379,467.75
Fraser Valley	\$505,495.50	\$2,021,981.99
Fraser-Fort George	\$657,336.29	\$2,629,345.15
Fruitvale	\$128,930.34	\$515,721.35
Gibsons	\$218,583.59	\$874,334.36
Gold River	\$104,904.55	\$419,618.22
Golden	\$203,627.94	\$814,511.77
Grand Forks	\$212,698.08	\$850,792.32
Granisle	\$64,673.46	\$258,693.86
Greenwood	\$75,194.82	\$300,779.29
Harrison Hot Springs	\$92,273.55	\$369,094.20
Hazelton	\$61,811.33	\$247,245.33
Highlands	\$101,142.13	\$404,568.51
Hope	\$216,218.64	\$864,874.54
Houston	\$177,505.95	\$710,023.81
Hudson's Hope	\$90,795.45	\$363,181.82
Invermere	\$171,015.77	\$684,063.07
Kamloops	\$3,290,094.35	\$13,160,377.42
Kaslo	\$93,214.16	\$372,856.63
Kelowna	\$2,923,848.99	\$11,695,395.97
Kent	\$177,331.27	\$709,325.07
Keremeos	\$84,641.20	\$338,564.80
Kimberley	\$297,473.61	\$1,189,894.46
Kitimat	\$412,281.38	\$1,649,125.51
Kitimat-Stikine	\$725,584.02	\$2,902,336.08
Kootenay Boundary	\$462,832.27	\$1,851,329.07
Ladysmith	\$252,579.80	\$1,010,319.21
Lake Country	\$308,156.22	\$1,232,624.88
Lake Cowichan	\$129,225.96	\$516,903.82
Langford	\$653,573.86	\$2,614,295.45
Lantzville	\$148,387.46	\$593,549.83
Lillooet	\$112,456.28	\$449,825.13
Logan Lake	\$137,153.93	\$548,615.71
Lumby	\$93,912.89	\$375,651.58
Lytton	\$59,473.25	\$237,893.01
Mackenzie	\$232,974.87	\$931,899.49
Masset	\$87,893.01	\$351,572.05
McBride	\$76,605.73	\$306,422.93
Merritt	\$332,101.38	\$1,328,405.51
Metchosin	\$178,863.11	\$715,452.45
Midway	\$75,033.57	\$300,134.30
Mission	\$977,303.80	\$3,909,215.21

C-8

**Allocation of Gas Tax Fund Extension Funding
2010/11 to 2013/14**
(estimates only; subject to change to accommodate such factors as new municipal incorporations, changes to local government boundaries, etc.)

Local Government	Full year funding in each of 2010/11 to 2013/14	Total funding 2010/11 to 2013/14 (4 years)
Montrose	\$90,795.45	\$363,181.82
Mount Waddington	\$204,353.55	\$817,414.22
Nakusp	\$111,435.05	\$445,740.21
Nanaimo (City)	\$2,164,806.28	\$8,659,225.14
Nanaimo (Region)	\$1,038,523.86	\$4,154,095.44
Nelson	\$423,205.85	\$1,692,823.41
New Denver	\$70,639.60	\$282,558.39
New Hazelton	\$75,275.44	\$301,101.78
North Cowichan	\$790,579.94	\$3,162,319.77
North Okanagan	\$539,733.58	\$2,158,934.32
North Saanich	\$340,862.46	\$1,363,449.83
Northern Rockies	\$115,829.03	\$463,316.12
Oak Bay	\$531,268.12	\$2,125,072.48
Okanagan-Similkameen	\$685,581.36	\$2,742,325.45
Oliver	\$167,441.46	\$669,765.84
Osoyoos	\$177,707.51	\$710,830.04
Parksville	\$345,431.12	\$1,381,724.47
Peace River	\$922,587.37	\$3,690,349.48
Peachland	\$181,228.07	\$724,912.27
Pemberton	\$108,908.85	\$435,635.41
Penticton	\$907,537.66	\$3,630,150.65
Port Alberni	\$757,389.96	\$3,029,559.86
Port Alice	\$83,095.92	\$332,383.67
Port Clements	\$67,737.15	\$270,948.62
Port Edward	\$73,259.86	\$293,039.44
Port Hardy	\$204,071.37	\$816,285.49
Port McNeill	\$155,737.63	\$622,950.51
Pouce Coupe	\$79,790.36	\$319,161.43
Powell River (City)	\$572,318.88	\$2,289,275.53
Powell River (Region)	\$317,065.11	\$1,268,260.43
Prince George	\$2,911,365.80	\$11,645,463.19
Prince Rupert	\$566,594.62	\$2,266,378.48
Princeton	\$121,942.97	\$487,771.89
Qualicum Beach	\$278,486.80	\$1,113,947.19
Queen Charlotte	\$88,215.51	\$352,862.02
Quesnel	\$425,947.05	\$1,703,788.19
Radium Hot Springs	\$79,629.11	\$318,516.44
Revelstoke	\$341,453.69	\$1,365,814.78
Roseland	\$182,343.36	\$729,373.43
Saanich	\$2,959,565.17	\$11,838,260.68
Salmo	\$90,593.90	\$362,375.59
Salmon Arm	\$695,471.17	\$2,781,884.68
Sayward	\$63,746.29	\$254,985.18
Sechelt	\$390,795.23	\$1,563,180.93

C-8

C-8

**Allocation of Gas Tax Fund Extension Funding
2010/11 to 2013/14**
(estimates only; subject to change to accommodate such factors as new municipal incorporations, changes to local government boundaries, etc.)

Local Government	Full year funding in each of 2010/11 to 2013/14	Total funding 2010/11 to 2013/14 (4 years)
Sechelt Indian Government	\$84,023.09	\$336,092.35
Sicamous	\$157,874.15	\$631,496.59
Sidney	\$354,084.70	\$1,416,338.80
Silverton	\$57,457.67	\$229,830.67
Skeena-Queen Charlotte	\$208,989.40	\$835,957.61
Slocan	\$62,657.88	\$250,631.51
Smithers	\$260,306.21	\$1,041,224.86
Sooke	\$312,886.13	\$1,251,544.51
Spallumcheen	\$183,297.40	\$733,189.61
Sparwood	\$195,847.78	\$783,391.13
Squamish	\$451,746.55	\$1,806,986.18
Squamish-Lillooet	\$225,006.59	\$900,026.36
Stewart	\$69,994.61	\$279,978.44
Strathcona RD	\$490,969.84	\$1,963,879.37
Summerland	\$340,996.83	\$1,363,987.32
Sunshine Coast	\$626,296.27	\$2,505,185.07
Tahsis	\$64,754.09	\$259,016.35
Taylor	\$105,791.41	\$423,165.65
Telkwa	\$102,203.67	\$408,814.68
Terrace	\$506,328.61	\$2,025,314.43
Thompson-Nicola	\$962,415.34	\$3,849,661.37
Tofino	\$116,715.89	\$466,863.55
Trail	\$341,735.88	\$1,366,943.51
Tumbler Ridge	\$148,924.95	\$595,699.79
Ucluelet	\$109,943.52	\$439,774.08
Valemount	\$91,037.33	\$364,149.30
Vanderhoof	\$213,826.81	\$855,307.23
Vernon	\$1,015,976.17	\$4,063,904.70
Victoria	\$2,147,740.99	\$8,590,963.97
View Royal	\$285,635.41	\$1,142,541.63
Warfield	\$119,698.95	\$478,795.82
Wells	\$59,513.56	\$238,054.26
Westside	\$779,937.65	\$3,119,750.60
Whistler	\$298,535.16	\$1,194,140.63
Williams Lake	\$483,109.06	\$1,932,436.24
Zeballos	\$57,618.91	\$230,475.66
Total Community Works Fund	\$73,024,596.09	\$292,098,384.38
Tier 3 Strategic Priorities Fund	\$122,564,191.11	\$490,256,764.44
Tier 1 and 2 Strategic Priorities Fund	\$42,573,362.80	\$170,293,451.18
Innovations Fund	\$12,534,850.00	\$50,139,400.00
Total Funding	\$250,697,000.00	\$1,002,788,000.00



PEACE RIVER REGIONAL DISTRICT

R.5

REPORT

TO: Board of Directors
FROM: Karen Goodings, Chair - Electoral Area Directors' Committee
DATE: March 26
RE: Electoral Area Directors' Committee Meeting Recommendations

Following are recommendations arising from the March 20, 2008 Electoral Area Directors' Committee Meeting for the Regional Board's consideration and approval. The meeting minutes are on the Consent Calendar for your perusal.

Recommendation 1:

that the Electoral Area Directors' Committee recommend to the Regional Board that the North Peace Fringe Area Official Community Planning process be revised as follows:

- a) that the Revised Terms of Reference for the renewed NPFA OCP Advisory Committee (as attached) be approved;
b) that the following be appointed to the renewed NPFA OCP Advisory Committee:
Arlene Boon, Maurice Fines, George Tyler, Katharine Keuth, Rick Koechl, Jim Collins, Lloyd Gibson, Kim Philips, Brad Filmer or Arlene Layfren, Blaine Meek; Director Electoral Area 'B', Director Electoral Area 'C', Director Electoral Area 'D', Director Electoral Area 'E';
d) that the City of Fort St. John be invited to appoint a Council member as a representative to the renewed Advisory Committee; and
e) that a Technical Advisory Committee, to meet periodically, be approved with representation from the following:
Ministry of Agriculture, Northern Health, Ministry of Transportation, School District 60, District of Taylor, City of Fort St. John, PRRD Engineer (Urban Systems), Agricultural Land Commission and Ministry of Energy, Mines and Petroleum Resources.

Recommendation 2:

that the Electoral Area Directors' Committee recommend to the Regional Board that a letter be forwarded to BC Hydro

- a) requesting that, when considering future calls for power, previous comments of the Regional Board on wind turbines be taken into consideration; and
b) to enquire whether they intend to build additional transmission lines along the existing corridors that currently dissect the province in order to take the additional power from northeastern BC to the lower mainland.

[Signature]
Department Head

Please Review Report - Attached.
[Signature]
CAO

MAR 27 2008

R.5



- ADVISORY COMMITTEE – Terms Of Reference

Purpose:

1. To participate in guiding the planning process for the 2nd *DRAFT of the* North Peace Fringe Area Official Community Plan.
2. To provide advise to the Regional District Electoral Area Directors Committee (EADC) on the preparation of the 2nd *DRAFT of the* North Peace Fringe Area Official Community Plan.

Plan Area:

The plan area measures approximately 1,1015 km² including Electoral Area C and small portions of Electoral Area B, D, and E. From south to north, along the Alaska Highway, the plan area spans from Mile 30 (top of south Taylor Hill) to Mile 68, and from east to west, from the Two Rivers area to Bear Flats. (see map)

Project Description:

The existing Community Plans which currently cover this project area, require updating. In addition to incorporating strategies recommended by the Fort St. John and Area Comprehensive Development Plan, January 2005 (CDP), this plan will also review, update and consolidate into a single document, the planning policy in the North Peace Fringe Area, which is currently contained in the following three documents:

1. Charlie Lake Official Community Plan By-law No. 907, 1994.
2. parts of North Peace Official Community Plan By-law No. 820, 1993
3. parts of Dawson Creek Rural Area Official Community Plan By-law No. 477, 1986

Number of Members: Minimum 7 to maximum 13..

Membership Criteria:

1. An invitation to the general public, to submit an expression of interest for participating, will be published in local media and on the PRRD web-site.
2. As a group, the members should represent a mix of land use interests from within various sectors of the community.
3. Members should be objective in considering the area as a whole, and be unhindered by potential conflicts of interest (ie. Pursuing development applications within the plan area)
4. Members will be recommended by Electoral Area Directors Committee (EADC) and appointed by the Regional Board.
5. *The Electoral Area Directors of each electoral area contained in the plan boundary may participate.*

Role/Duties: Collaborate / Communicate / Commit

1. *The Advisory Committee shall select a Chair and a Vice-Chair from its membership, to preside over meetings.*
2. Review and make recommendations to the Regional District Electoral Area Directors Committee (EADC) on aspects of the Official Community Plan.
3. Join in public review sessions and consideration of public input.
4. Discuss and bring forward feedback from the community at large.
5. It is the intent that the Advisory Committee provide advise to overall issues involving the Official Community Plan and not to deal with individual and ongoing development applications.



North Peace Fringe Area Official Community Plan

R-5

- ADVISORY COMMITTEE - Terms Of Reference

ORIGINAL

Purpose:

1. To participate in guiding the planning process for the North Peace Fringe Area Official Community Plan.
2. To provide advice to the Regional District Electoral Area Directors Committee (EADC) on the preparation of the North Peace Fringe Area Official Community Plan.

Plan Area:

The plan area measures approximately 1,015 km² including Electoral Area C and small portions of Electoral Area B, D, and E. From south to north, along the Alaska Highway, the plan area spans from Mile 30 (top of south Taylor Hill) to Mile 68, and from east to west, from the Two Rivers area to Bear Flats. (see map)

Project Description:

The existing Community Plans which currently cover this project area, require updating. In addition to incorporating strategies recommended by the Fort St. John and Area Comprehensive Development Plan, January 2005 (CDP), this plan will also review, update and consolidate into a single document, the planning policy in the North Peace Fringe Area, which is currently contained in the following three documents:

1. Charlie Lake Official Community Plan By-law No. 907, 1994
2. parts of North Peace Official Community Plan By-law No. 820, 1993
3. parts of Dawson Creek Rural Area Official Community Plan By-law No. 477, 1986

Number of Members: Minimum 7 to maximum 11

Membership Criteria:

1. An invitation to the general public, to submit an expression of interest for participating, will be published in local media and on the PRRD web-site.
2. Members should currently live within the project's geographic boundary.
3. As a group, the members should represent a mix of land use interests from within various sectors of the community.
4. Members should be objective in considering the area as a whole, and be unhindered by potential conflicts of interest (ie. Pursuing development applications within the plan area)
5. Members will be recommended by Electoral Area Directors Committee (EADC) and appointed by the Regional Board.

Role/Duties: Collaborate / Communicate / Commit

1. With the Director of Electoral Area 'C' as Committee Chair, and a wide representation from the community, the Advisory Committee should be the "public face" of the planning process, on behalf of the Regional Board.
2. Review and make recommendations to the Regional District Electoral Area Directors Committee (EADC) on aspects of the Official Community Plan.
3. Join in public review sessions and consideration of public input.
4. Discuss and bring forward feedback from the community at large.
5. It is the intent of the Advisory Committee to provide advice to overall issues involving the Official Community Plan and not to deal with individual and ongoing development applications.

MAR 27 2008

R-5



Peace River Regional District

R.5

Box 810, 1981 Alaska Avenue,
Dawson Creek, B. C., Canada V1G 4H8
Telephone: 250/784-3200 Fax: 250/784-3201

REPORT

To: Chair and Directors
From: Fred Banham, CAO
Date: March 26, 2008
Subject: **North Peace Fringe Area Official Community Plan Revised
Terms of Reference and Advisory Committee**

PURPOSE/ISSUE:

Electoral Area Directors' Committee recommendations to the North Peace Fringe Area Official Community Plan revised Terms of Reference and Advisory Committee.

BACKGROUND:

The EDAC recommendation revises the NPFAOCP Advisory Committee to include the four rural Directors.

The proposed Terms of Reference directs the Board appointed NPFAOCP Advisory Committee to report to the Electoral Area Director's Committee for recommendation to the Board. Fundamentally we are creating an advisory group who are reporting and advising themselves. To have an effective Advisory Committee, it is recommended that some separation in participation be made between the NPFAOCP Advisory Committee and the Electoral Area Directors Committee.

SOLUTIONS:

- Option 1 Appoint an NPFAOCP Advisory Committee that does not include all four Electoral Area Directors. Include one Electoral Area Director as an Advisory Committee liaison. Leave the Terms of Reference as they are recommended, having the NPFAOCP Advisory Committee report to the Electoral Area Directors Committee who make recommendation to the Board.
- Option 2 Appoint all four Rural Directors to the NPFAOCP Advisory Committee as per the EADC recommendation. But revise the Terms of Reference to have the NPFAOCP Advisory Committee make recommendation directly to the Board.

MAP 27 2008

Department Head: _____

CAO: _____

A handwritten signature in black ink, appearing to read 'Fred Banham', is written over a horizontal line.

R.5

PEACE RIVER REGIONAL DISTRICT

CONSENT CALENDAR

Items to be received for information.

March 27, 2008

PEACE RIVER REGIONAL DISTRICT

CONSENT CALENDAR

for the March 27, 2008 Board Meeting

MINUTES:

- MA-1 2008 Authentication of Parcel Tax Roll Meeting Minutes of March 13, 2008.
- MA-2 Electoral Area Directors' Committee Meeting Minutes of March 20, 2008.
- MA-3 Rural Budgets Administration Committee Meeting Minutes of March 20, 2008.

CORRESPONDENCE:

- CA-1 March 6, 2008 letter from Sue Clark, Program Officer, Local Government Program Services regarding Farmed Animal Mass Carcass Disposal Emergency Plan Funding.
- CA-2 Copy of the March 12, 2008 letter from Mayor Kinsley, City of Prince George regarding the Electoral Boundaries Commission: Amendments to the Preliminary Report.
- CA-3 March 12, 2008 letter from the Honourable Pat Bell, Minister of Agriculture and Lands regarding the Provincial Agriculture Zone Wildlife Program.
- CA-4 Municipal Insurance Association's January / February 2008 *Tidbit Exchange* newsletter.

REPORTS:

- RA-1 Monthly Building Permit Report for the month of March 2008.

MA-1

**PEACE RIVER REGIONAL DISTRICT
2008 Authentication of Parcel Tax Roll
Meeting Minutes**

DATE: Thursday, March 13, 2008
TIME: 9:15 a.m.
PLACE: Regional District Office, Dawson Creek, BC
PRESENT: Director Wayne Hiebert, Electoral Area 'D'
Director Larry Houley, Electoral Area 'C'
Director Karen Goodings, Electoral Area 'B'
Christina Wards, Assistant Treasurer
Suzanne Garrett, Information Services

1) Call to Order: The meeting was called to order at 9:15 a.m.

2) Election of Chair 2008
MOVED by Director Hiebert, SECONDED by Director Houley, that Director Goodings be appointed Chair for the purposes of holding the Authentication of Parcel Tax Rolls.

CARRIED.

3) Adoption of Agenda
MOVED by Director Houley, SECONDED by Director Hiebert, that the 2008 Authentication of Parcel Tax Roll agenda for the March 13, 2008 meeting be adopted.

CARRIED.

4) Chilton Authentication of Parcel Tax Rolls
Chilton Subdivision Sewer
Ownership changes occurred on the following folios:
759-003718.000 to C. Massee

MOVED by Director Hiebert, SECONDED by Director Houley, that the 2008 Chilton Subdivision Sewer Parcel Tax Roll be authenticated as presented.

CARRIED.

5) Charlie Lake Authentication of Parcel Tax Rolls
Charlie Lake Sewer
The following folios were deleted (not close enough to hook up or amalgamated with another property):
760-010220.000 J. Powell
760-010616.090 D. & C. Bennett (archaeology site)
760-010616.080 F. & C. Gronlund (archaeology site)
760-010352.705 A. Hosker
760-010352.600 R. Alexander
760-010228.200 T. Merwin
760-010239.000 G. Taylor
760-010233.000 G. Luciw
760-010218.000 E. Schroeder
760-010223.000 T. Henderson

MA-1

5) **Charlie Lake** **Charlie Lake Sewer** (continued)
Authentication The following parcels were added (new):
of Parcel Tax 760-010360.000 C. Gaunt
Rolls 760-010360.125 C. Gaunt
(continued) 760-010466.002 R. Demers
 760-010466.003 R. Demers
 760-010466.004 R. Demers
 760-010466.005 R. Demers
 760-010467.026 G. Van Sickle
 760-010467.027 B. Ryder
 760-010467.028 C. Ostashek
 760-011486.021 G. Bowles

Charlie Lake Sewer

Ownership changes occurred on the following folios:

760-010189.000 to M. Severson
760-010192.100 to C. Parker
760-010198.000 to Pro North Development Ltd.
760-010214.005 to T. Dion
760-010225.000 to C. Giesbrecht
760-010352.010 to T. Klassen
760-010352.070 to L. Craig
760-010352.710 to J. Maddigan
760-010365.113 to H. Brown-John
760-010422.150 to E. Schaefer
760-010422.210 to D. Dyer
760-010422.625 to R. Fehr
760-010422.750 to WJC Holdings Ltd.
760-010460.000 to C. Fiset
760-010467.082 to P. Swartz
760-010475.000 to W. Johnston
760-010478.000 to D. Almond
760-010488.000 to M. Nielsen
760-010501.065 to C. Campbell
760-010525.000 to C. Gordon
760-010531.000 to G. Wood
760-010535.000 to E. Reimer
760-010536.100 to W. Schaefer
760-010546.000 to V. Walter
760-010554.000 to B. Billey
760-010557.000 to C. Jackson
760-010579.000 to T. Blank
760-011480.000 to J. Hage
760-011503.000 to R. Calliou
760-011507.015 to E. Merk

MOVED by Director Houley, SECONDED by Director Hiebert,
that the 2008 Charlie Lake Sewer Parcel Tax Roll be authenticated as
presented.

CARRIED.

MA-1

6) **Fort St. John Airport Sewer**
Authentication of Parcel Tax Rolls

Fort St. John Airport Sewer
Ownership changes occurred on the following folios:
760-008398.100 to Outback Leasing Ltd.
760-008398.700 to A. Arnott
760-008405.000 to T. McRae
760-008413.000 to Provincial Rental Housing

MOVED by Director Houley, SECONDED by Director Hiebert,
that the 2008 Fort St. John Airport Sewer Parcel Tax Roll be authenticated as presented.

CARRIED.

7) **Fort St. John Airport Water**
Authentication of Parcel Tax Rolls

Fort St. John Airport Water
Ownership changes occurred on the following folios:
760-008398.100 to Outback Leasing Ltd
760-008398.700 to A. Arnott
760-008405.000 to T. McRae
760-008413.000 to Provincial Rental Housing

MOVED by Director Houley, SECONDED by Director Hiebert,
that the 2008 Fort St. John Airport Water Parcel Tax Roll be authenticated as presented.

CARRIED.

8) **Kelly Lake Kelly Lake Sewer**
Authentication of Parcel Tax Rolls

Kelly Lake Sewer
Ownership changes occurred on the following folios:
759-040342.020 to G. Belcourt

MOVED by Director Houley, SECONDED by Director Hiebert,
that the 2008 Kelly Lake Sewer Parcel Tax Roll be authenticated as presented.

CARRIED.

9) **Hamlet of Rolla Sewer**
Authentication of Parcel Tax Rolls

Hamlet of Rolla – Sewer
Ownership changes occurred on the following folios:
759-002619.000 to J. Kafka
759-002625.000 to L. Kunz
759-002626.000 to L. Kunz
759-002650.000 to T. Morris
759-002743.100 to J. Meier
759-002750.000 to J. Yielding

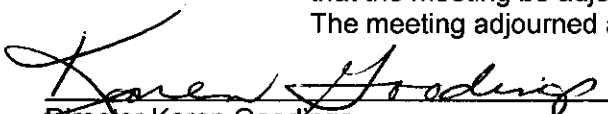
MOVED by Director Hiebert, SECONDED by Director Houley,
that the 2008 Hamlet of Rolla Sewer Parcel Tax Roll be authenticated as presented.


CARRIED.

The Court of Revision was advised that there were no changes to the parcel tax rolls for the Friesen Subdivision Sewer or Rolla Creek Watercourse Dyking area.

10) Adjournment

MOVED by Director Houley, SECONDED by Director Hiebert,
that the meeting be adjourned.
The meeting adjourned at 9:20 a.m.


Director Karen Goodings,
Chair


Christina Wards,
Assistant Treasurer

MA-1



PEACE RIVER REGIONAL DISTRICT
ELECTORAL AREA DIRECTORS' COMMITTEE
MEETING MINUTES

DRAFT

MA-2

DATE: March 20, 2008
TIME: 10 a.m.
PLACE: Regional District Office Boardroom, Dawson Creek, BC
PRESENT: **Directors:**
Director Karen Goodings, Electoral Area 'B and Meeting Chair
Director Larry Houley, Electoral Area 'C'
Director Wayne Hiebert, Electoral Area 'D'
Director Tim Caton, Electoral Area 'E'
Staff
Faye Salisbury, Corporate Officer
Bruce Simard, General Manager of Development Services
Debbie Kunz, Assistant Manager of Development Services
Barb Coburn, Recording Secretary

1) Call to Order Chair Goodings called the meeting to order at 10:10 a.m.

ADOPTION OF AGENDA

2) March 20, 2008 Agenda
MOVED by Director Hiebert, SECONDED by Director Caton,
that the Electoral Area Directors' Committee agenda for the March 20, 2008 meeting
including Additional Items for the agenda, be adopted as amended:

Call to Order: Director Goodings to Chair meeting

Adoption of Agenda:

Minutes:

M-1 Electoral Area Directors' Committee Meeting Minutes of February 19, 2007

Business Arising from the Minutes:

Delegations:

Correspondence:

C-1 September 24, 2007 letter from Lone Prairie Community Association Directors
regarding a request for the Rural Directors to write a letter to BC Hydro.

Reports:

R-1 March 11, 2008 Report from Debbie Kunz, Assistant Manager of Development
Services regarding the Draft North Peace Fringe Area Official Community Plan
a) Proposed Action Plan for Second Draft;
b) Advisory Committee - Revised Terms of Reference;
c) Advisory Committee - Terms of Reference;
d) PowerPoint Presentation regarding the 2nd Draft NPFA - OCP;
e) Minutes of Meeting - Residents of North Peace Fringe Area/OCP Review;
f) Second Sober Thought Committee Agenda and Meeting Notes; and
g) Timeline Spreadsheet.

New Business:

Diary:

Adjournment:

CARRIED

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MA-2

MINUTES

3) M-1
re: EADC Meeting
minutes of Feb 19/07

MOVED by Director Caton, SECONDED by Director Houley,
that the Electoral Area Directors' Committee Meeting Minutes of February 19, 2008 be
adopted.

CARRIED.

CORRESPONDENCE:

4) C-1
Lone Prairie Community
Association for EADC
to write a letter to BC
Hydro

It was noted that the Lone Prairie Community Association letter dated September 24,
2007 was never dealt with by the Electoral Area Directors' Committee. Staff were
requested to provide the Directors with copies of resolutions previously passed by the
Board and any correspondence regarding wind power concerns.

MOVED by Director Caton, SECONDED by Director Hiebert,
that this issue be tabled to later in the meeting, in order for staff to research prior Board
resolutions..

CARRIED.

REPORTS

5) R-1
re: Draft NPFA OCP-
Joint Meeting Facilitator

Mrs. Kunz reviewed the OCP process to date for the Directors and explained the
rationale for producing a second draft of the North Peace Fringe Area Official
Community Plan. She also explained the proposed format for the planned renewed
advisory committee including a list of suggested members, the Revised Terms of
Reference, the draft action plan; and what work would be undertaken through the
second draft of the North Peace Fringe Area OCP.

She advised that to date confirmation has been received from four current Advisory
Committee members and three Agriculture Advisory Committee members who are
interested in participating in the new committee. The committee is expected to also
include the four Electoral Area Directors and a Council member from the City of Fort
St. John.

The Directors discussed the suggestion of a Technical Committee being formed that
would meet periodically with representation from the pertinent ministries, School
District 60, the City of Fort St. John, the District of Taylor, Northern Health as well as
the rural Directors, an engineer and Peace River Regional District staff. They also
discussed the proposed Revised Terms of Reference.

Mrs. Kunz then went through the milestones accomplished to date and the expected
milestones under the second draft plan. The Chair complimented the Development
Services staff for all the effort put into the plan to date and expressed appreciation for
today's presentation. It was agreed that the timelines as set out are ambitious and it was
pointed out that some dates will probably have to be changed due to conflicting
meetings and commitments.

The Directors reviewed notes of the Residents of the North Peace Fringe Area OCP
Review and the Second Sober Thought Committee meetings that were from two
meetings held separate from the OCP process.

**PEACE RIVER REGIONAL DISTRICT
RURAL BUDGETS ADMINISTRATION COMMITTEE
MEETING MINUTES**

DATE: March 20, 2008
TIME: 10:00 a.m.
PLACE: Peace River Regional District, Dawson Creek, BC

PRESENT: **Directors**
Director Karen Goodings, Electoral Area 'B', Meeting Chair
Director Wayne Hiebert, Electoral Area 'D'
Director Larry Houley, Electoral Area 'C'
Director Tim Caton, Electoral Area 'E'

Staff
Faye Salisbury, Corporate Officer
Kim Frech, Chief Financial Officer
Diana Mitchell, Recording Secretary

1) Call to Order: The Chair called the meeting to order at 2:12

ADOPTION OF AGENDA:

2) Adoption of Agenda **MOVED** by Director **SECONDED** by that the Rural Budgets Administration Committee agenda for March 20, 2008, including Additional Items and items of new business be adopted.

MINUTES:

M-1 Rural Budgets Administration Committee Meeting Minutes of February 19, 2008

CORRESPONDENCE:

- C-1 March 10, 2008 report from Kim Frech, Chief Financial Officer, regarding Highway Lighting and Signage Project funded from Gas Tax proceeds.
- C-2 March 12, 2008 Grant Request Application from Ben Bergen, Abbeyfield Houses of Fort St. John, requesting \$100,000 toward the construction of a home for 14 seniors.
- C-3 Card received March 19, 2008 from Ellen Corea, South Peace Art Society, thanking PRRD Directors for supporting the Dawson Creek Art Gallery and its ongoing programs.
- C-4 FCM Annual Conference, Quebec City, May 30 – June 2, 2008
 - Preliminary Conference Program

ADOPTION OF AGENDA: continued

2) Adoption of Agenda

REPORTS:

R-1 Financial Report as of February, 2008

- 1) Grants-in-Aid;
- 2) Fair Share Money Market Fund;
- 3) BC Rail; and
- 4) Reserve Balances

Additional Item re: Highway Lighting and Signage Project (funded from Gas Tax)

- March 17, 2008 letter from Mr. Ken Nash, Ministry of Transportation

MINUTES:

3) M-1
February 19, 2008
RBAC Meeting Minutes

MOVED by Director Houley, SECONDED by Director Caton,
that the Rural Budgets Administration Committee Meeting Minutes of February 19,
2008 be adopted.

CARRIED.

CORRESPONDENCE:

4) C-1
Fair Share Electrical
Extension Grant
application from Shawn
and Cheryl Gaunt

MOVED by Director Goodings, SECONDED by Director Hiebert,
that the Rural Budgets Administration Committee ratify Director Goodings' approval
of a \$4,000 Electoral Area 'B' Fair Share Electrical Extension Grant for Kent
Lessing.

CARRIED.

5) C-2
Abbeyfield Houses
request for funding

MOVED by Director Houley, SECONDED by Director Hiebert,
that the Rural Budgets Administration Committee approve a \$100,000 Area 'C' Fair
Share Grant payable to the Abbeyfield Houses of Fort St. John, 2006.

CARRIED.

6) C-4
FCM

It was noted that after April 7th it will be decided who will attend the FCM
Conference.

REPORTS:

7) R-1
Highway Lighting &
Signing Project funded
from Gas Tax proceeds

MOVED by Director Goodings, SECONDED by Director Caton,
that Mr. Ken Nash, Area Manager, Ministry of Transportation, be invited to attend
the next Rural Budgets Administration Committee Meeting to provide more
information regarding the locations that received signage and lighting improvements
through the funding partnership between the Ministry and the Peace River Regional
District.

CARRIED.

REPORTS: continued

8) R-2
Financial Report as of
February, 2008

MOVED by Director Caton, SECONDED by Director Houley,
that the Rural Budgets Administration Committee approve increasing the Area 'E'
Fair Share Grant to \$14,000 for the Moberly Lake Fire Department – Equipment
and Training.

CARRIED.

MOVED by Director Caton, SECONDED by Director Hiebert,
that the Rural Budgets Administration Committee approve increasing the Area 'E'
Fair Share commitment from \$250,000 to \$300,000 toward the proposed Lone
Prairie Community Hall.

CARRIED.

**It was noted that the North Peace Historical Society should be advised that our
name is the Peace River Regional District not the Peace River Liard.

NEW BUSINESS:

9) NB-1
Director Hiebert – BC
Hydro

- In February, 2008 BC Hydro
Applied for a rate increase across the Board.

MOVED by Director Caton, SECONDED by Director Hiebert,
that staff be authorized to prepare a report on the Hydro Electrification Policy with
regard to the following:

- how many applications have been processed in the last two years;
- consideration of increasing the maximum Fair Share contribution; and
- reworking applications that were previously processed to determine what the
dollar difference would be if the available grant was based on 75% of the gross
project cost.

CARRIED.

ADJOURNMENT:

MOVED by Director Hiebert, SECONDED by Director Houley,
that the meeting adjourn.

The meeting adjourned at 2:45 p.m.

Karen Goodings, Meeting Chair

Diana Mitchell, Recording Secretary

CA-1

SA ✓ BS ✓ KF ✓
Mar 27 Agenda
Consent

Local Government Program Services

...programs to address provincial-local government shared priorities

UNION OF
BRITISH
COLUMBIA
MUNICIPALITIES



Administration provided
by UBCM

Funding provided by:
Province of B.C.



**BRITISH
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The Best Place on Earth

For program
information, visit
www.civicnet.bc.ca
under
Programs & Services

**Local Government
Program Services**

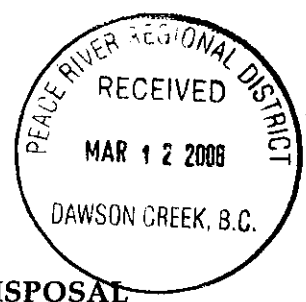
LGPS Secretariate

Municipal House
545 Superior St
Victoria BC V8V 1X4

Phone: 250 356-5134
Fax: 250 356-5119

March 6, 2008

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



Dear Chair Goodings and Board:

**RE: FARMED ANIMAL MASS CARCASS DISPOSAL
EMERGENCY PLAN FUNDING**

I am pleased to advise that your application for Farmed Animal Mass Carcass Disposal Emergency Plan funding is now approved in the amount of \$ 40,000. A cheque in the amount of \$ 30,000, representing 75% of the amount approved, will follow. Templates and sample plans are available for use when developing your plan. These can be accessed on line at: www.iafbc.ca/funding_available/programs/livestock/lwti_projects, document number LWT1 018.

UBCM is administering this program on behalf of Investment Agriculture Foundation, with funding provided by the Ministry of Agriculture and Lands.

Final report must contain:

1. A copy of the Farmed Animal Mass Carcass Disposal plan developed under the program.
2. A financial statement verifying the total cost of the plan.

The 25% holdback will be released on receipt of an approved final report. The final reporting date for this program is November 1, 2008. If the proposed activities are not yet complete a progress report advising us of expected completion date will be required.

If you have any questions or concerns, or wish to vary your project in any way, please contact Sue Clark, Program Officer, at 250 356-5134.

We wish you every success with your project.

Sincerely,

Sue Clark

Sue Clark
Program Officer

pc: Ron Storie, Manager of Community Services

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UNION OF
BRITISH
COLUMBIA
MUNICIPALITIES

Union of BC Municipalities
LOCAL GOVERNMENT PROGRAM SERVICES
Program Summary - December 2007

Local Government Program Services provides program administration for programs that are designed to assist local governments and that are funded by the Province of British Columbia. Municipalities and regional districts can access funding to address various issues in a locally based and community specific manner. UBCM provides dedicated program staff and specialized knowledge of local government requirements to ensure responsive programming for members. By using existing UBCM infrastructure, administrative costs are minimized, ensuring maximum value to communities.

Newly Launched Programs

Programs Still Available

Community Tourism Program - Phase 2

Administered for the Province of British Columbia

Phase 2 of the Community Tourism is designed to assist communities to enhance tourism activities in their community or region. The program design is consistent with phase 1, which is currently underway. Local governments can apply to this program until November 30, 2008.

Strategic Wildfire Protection Initiatives for Communities

Administered for the Ministry of Forests and Range

This program provides funding support for strategic wildfire prevention initiatives, including wildfire protection plans, fuel management pilot projects, or larger scale fuel management projects. Ongoing applications for these programs can be made online at <http://ground.hpr.for.gov.bc.ca/>

Farmed Animal Mass Carcass Disposal Emergency Planning Program

Administered for the Minister of Agriculture and Lands and the Investment Agriculture Foundation

This program is intended to improve the preparedness of local governments with large inventory of livestock to handle carcass disposal when mass mortality is caused by an emergency event. Only regional districts and municipalities identified in Appendix A of the Program Guide are eligible to apply. The deadline is February 1, 2008.

Programs Underway

Community Health Promotion Fund

Administered for the Ministry of Health

The Community Health Promotion Fund provides grants for innovative pilot projects that support health promotion projects and activities through a focus on healthy living and chronic disease prevention. The application deadline for 2008 projects has passed.

Seniors Housing and Support Initiative

Administered for the Ministry of Community Services and Ministry of Health

2008 Dialogue Program - A 'Seniors in Communities Dialogue' is an organized exchange between local government leaders, seniors and others involved in the delivery of seniors' services. Applications from local governments will be reviewed on an on-going basis until November 28, 2008 for events no later than December 31, 2008.

Community Tourism Program - Phase 1

Administered for the Province of British Columbia

The Community Tourism program was designed to assist communities to enhance tourism activities in their community or region. The deadline for applications has passed, with activities to be completed by February 1, 2008.

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Emergency Planning

Administered for the Provincial Emergency Program

Existing programming in support of emergency plan upgrading, plan exercising, and emergency personnel training was continued in 2007 and funds have now been allocated. The deadline for final reporting was August 30, 2007.

Integrated Emergency Planning

Administered for the Provincial Emergency Program

A new program to facilitate cooperative or integrated emergency planning was launched Fall 2006. The program is designed to encourage a regional approach to planning which includes both local governments and First Nations. Projects are now underway with a reporting deadline of March 31, 2008.

Seniors Housing and Support Initiative

Administered for the Ministry of Community Services and Ministry of Health

2008 Pilot Projects - This program supports projects that provide innovative responses to challenges in the provision of housing, transportation, and social services for seniors wishing to age in place. The deadline for 2008 pilot projects has now passed.

Traffic Safety Pilot Projects

Administered for the Ministry of Community Services

This modest funding program supports the development of one community "Traffic Safety Commission" pilot project within the geographic area of each Area Association. Six pilot projects are underway and expected to complete by November 2007. UBCM has partnered with the BCAA Traffic Safety Foundation on this initiative.

West Nile Virus Risk Reduction Initiative

Administered for the Ministry of Health

This program provides financial assistance to local governments and First Nations to implement programs directed at mosquito control, with the intent of reducing the risk of West Nile Virus. Funding is available for programs on Crown Land. Communities are now wrapping up their activities to meet a November 30 reporting deadline.

Other Initiatives

Community Structural Protection Units

Administered for the Office of the Fire Commissioner/Ministry of Forests and Range

The Community Structural Protection Unit (SPU) project was developed to provide resources to create a community protection tool in the case of wildfire threat. The units are made available during the wildfire season. This program does not provide direct funding to communities, but programming includes training and orientation opportunities as well as educational programming.

Regional Community to Community Forum Program

Administered for the Ministry of Community Services and Indian and Northern Affairs Canada

This program provides funding for jointly organized meetings between elected leaders from neighbouring First Nation and local governments for dialogue on issues of mutual interest and concern. In partnership with the First Nations Summit, the program has run since 1999.

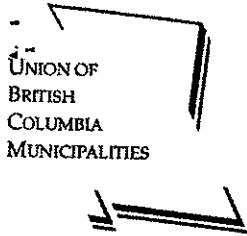
A call for applications for the 2008/09 year will be announced in the spring.

MAR 27 2008

*All Local Government Program Services are administered at Municipal House in Victoria.
For general inquiries please call (250) 356-5134.*

For detailed information on these programs, please visit the UBCM website at www.civicnet.bc.ca and look under 'Programs and Services' for 'Local Government Program Services'.

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Local Government Program Services

CA-1

General Funding Terms & Conditions

The purpose of these Terms and Conditions is to provide basic information on the administration of Local Government Program Services grants. For specific information regarding the terms and conditions of each funding program, please refer to the Program Guide.

1. Definitions

- **Approved Applicant** - In general, Local Government Program Services grants are awarded to local governments (regional districts and municipalities). However, under some programs, other organizations, such as First Nations and Aboriginal organizations or boards of education, can be the approved applicant. The approved applicant is the primary contact for UBCM and is responsible for overall grant management.
- **Approved Partner(s)** - Approved partners are organizations that contribute directly to the approved project, are identified in the application and are approved by UBCM. Possible partners include, but are not limited to, boards of education, health authorities, First Nations or Aboriginal organizations, non-profit organizations and local governments (other than the applicant).
- **Approved Project** - The approved project is the activity or activities described in the application and approved by UBCM.
- **Cash Expenditures** - Cash expenditures are direct costs properly and reasonably incurred and paid for with money by the approved applicant or approved project partners for the development or implementation of the approved project. For example, venue rentals, catering and consultant fees can be cash expenditures.
- **In-Kind Expenditures** - An in-kind contribution is one that uses resources of the approved applicant or approved project partner for the development or implementation of the approved project. For example, staff time or the use of meeting rooms can be in-kind expenditures.
- **Program Guides** - Program Guides are the application and program materials prepared by UBCM to describe the program and assist applicants in completing and submitting an application. All Program Guides are available at www.civicnet.bc.ca under - 'Programs and Services' - 'Local Government Program Services.'

2. Eligible & Ineligible Costs

Eligible costs, including cash and in-kind expenditures, are direct costs properly and reasonably incurred by the approved applicant or approved partners in the development or implementation of the approved project. To be eligible, these costs must be outlined in the detailed budget submitted by the approved applicant as part of the application process and be approved by UBCM. Requests to change to the budget must be made to UBCM, in writing, by the approved applicant (see below). Please see the Program Guide for specific notes regarding eligible and ineligible costs.

3. Post-Approval Terms

Notice of Approval

UBCM will inform approved applicants by letter and a specified percentage of the approved grant amount will be forwarded upon approval. The balance will be paid on satisfactory completion of the project and receipt of all final reporting requirements.

Applicant Responsibilities

Please note: Local Government Program Service grants are awarded to approved applicants. When collaborative projects are undertaken with community partners, the approved applicant remains the primary

CA-1

organization responsible for the grant. Due to this approved applicants are the primary contact for UBCM and are responsible for:

- Ensuring that approved activities are undertaken as outlined in the approved application,
- Providing proper fiscal management of the grant and approved project (see below), and
- Submitting progress and/or final reports, using UBCM forms where available, as required by the Program Guide (see below).

CA-1

Accounting Records

Acceptable accounting records must be kept that clearly disclose the nature and amounts of cash and in-kind expenditures incurred during the development or implementation of the approved project. Financial summaries are required to be submitted as part of the final report and must be signed by a representative of the approved applicant (or as required in the Program Guide).

Changes to or Cancellation of Approved Project

Approved applicants need to advise UBCM, in writing, of any significant variation from the approved project as described in the approved application, including any major changes to:

- Start or end dates
- Cash and in-kind expenditures or matching funds (when required)
- Project purpose, goals, outcomes or milestones
- Project partners

UBCM's approval may be required in advance for such changes.

If an approved project is cancelled, the approved applicant is responsible for ensuring any grant monies that have been advanced are returned to UBCM within 30 days, or as outlined in the Program Guide.

4. Recognition of Funding and Funders

Approved applicants should contact UBCM for more information on recognizing funding and for information on the appropriate use of logos. Please contact Paul Taylor, Relationships & Communications Advisor, at (250) 356-2938 or ptaylor@civicnet.bc.ca.

5. Reporting Requirements

Approved applicants are required to submit progress and final reports as outlined in the Program Guide. When UBCM forms are available, they are required to be used.

Please note the following when submitting a report:

- When completing a UBCM report form please ensure that each question is answered and that all attachments are complete. Follow any sample templates that UBCM provides.
- When a report form is not required, please ensure that each required component, as outlined in the Program Guide, is addressed in your report and that all attachments are complete.
- Unless specifically requested, please do not bind reports or submit in binders or folders.
- When you are ready to submit your report, please e-mail it directly to the e-mail address identified in the Program Guide or mail/fax it to Municipal House:

545 Superior Street
Victoria, BC, V8V 1T7
Fax: (250) 356-5119

- When submitting electronically, submit all documents as Word or PDF files.
- All digital photos or images should be submitted, by e-mail or on CD, as JPEG files.

MAR 27 2008

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CITY OF PRINCE GEORGE
BRITISH COLUMBIA
ESTABLISHED A.D. 1915

OFFICE OF THE MAYOR

1100 PATRICIA BOULEVARD, PRINCE GEORGE, B.C. V2L 3V8
TELEPHONE (250) 561-7609 FAX (250) 561-0183



CA-2

March 12, 2008

Honourable Gordon Campbell,
Premier
Province of British Columbia
PO Box 9041 STN PROV GOVT
Victoria, B.C. V8W 9E1

Re: Electoral Boundaries Commission: Amendments to the Preliminary Report

Dear Premier Campbell

As previously referenced in our correspondence of February 15, 2008, wherein we wrote to express concern with the recommendations of the Electoral Boundaries Commission (the Commission) "Amendments to the Preliminary Report, February 14, 2008", we remain firm in our position that our existing level of MLA representation should be preserved or enhanced.

There are many specific challenges facing MLAs in rural BC. Consider that the three current Prince George electoral districts comprise nearly 85,000 km² where travel and constituent access is often difficult and time consuming; and communication is challenging. Smaller rural populations have limited access to provincial and even local government services. There is a unique and specific role for a rural MLA as a primary point of contact, not experienced by an urban MLA.

This is not just about numbers and population. It is about effective representation, equity, access and opportunity, and acknowledgement of the contributions and needs of our communities. It is about a successful transition to a renewed northern vision and to realize our full potential in a provincial, national and international context. We must recognize and continue to support the integration and connectivity of our northern urban economy with our northern rural economy.

The Commission's mandate includes the flexibility to recommend an increase in the number of MLAs from 79 to a maximum of 85. We observe that 8 MLAs currently cover more than 50% of the provincial land base and we believe that there is an argument to be made to increase the number of rural MLAs in British Columbia. As part of the report, the Commission provided scenarios in anticipation that Bill 39 would be enacted; one of those being an 85 seat model, which proposed 8 seats within the North electoral district and 5 within the Cariboo-Thompson electoral district. Although the boundaries within the electoral district would be somewhat altered from the present configuration, this scenario would retain an appropriate level of representation within the region.

We thank you for considering our concerns and ask that your government either preserve the existing level within the North electoral district, or implement the 85 seat model.

Sincerely,
CITY OF PRINCE GEORGE

Colin Kinsley
Mayor

Cc Prince George City Council
Honourable Pat Bell, MLA Prince George North
Honourable Shirley Bond, MLA Prince George - Mt Robson
Mr. John Rustad, MLA Prince George - Omineca, Chair of the Northern Caucus
North Central Municipal Association members

MAR 27 2008

CA-2

Consent agenda

CA-3



BRITISH COLUMBIA

The Best Place on Earth



MAR 12 2008

File: 0280-30
Ref: 156978

Karen Goodings, Chair
Wildlife Committee
Peace River Regional District
Box 810
Dawson Creek BC V1G 4H8

Dear Ms. Goodings:

Thank you for your letter of February 8, 2008, addressed to the Honourable Gordon Campbell, Premier, regarding the need for a wildlife damage compensation program in the Peace River Regional District. The Premier has asked me to respond on his behalf.

The Ministry of Agriculture and Lands recently released The British Columbia Agriculture Plan in which the government responded to a variety of issues. This includes a commitment to implement a new Provincial Agriculture Zone Wildlife Program which will integrate prevention, mitigation and compensation strategies. This is a collaborative initiative involving the Ministry of Agriculture and Lands, the Ministry of Environment and various stakeholders.

The Ministry has committed \$4 million, with the Federal Government providing \$6 million in matching funds to develop a Provincial Wildlife Program which will include the Peace River region. Ministry staff are working hard to ensure the expansion to a province-wide program occurs for 2008 and will be seeking industry input to make this happen.

Thank you for writing and sharing your concerns.

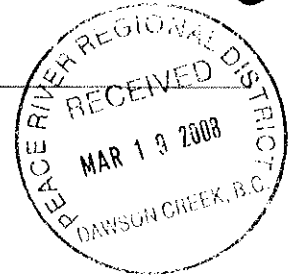
Sincerely,

Pat Bell
Minister

MAR 27 2008



CA-3

*Consent agenda**CA-4***Faye Salisbury**

From: Mitch Kenyon [mkenyon@miabc.org]
Sent: Tuesday, March 18, 2008 12:00 PM
To: Mitch Kenyon
Subject: MIA Tidbit/Exchange Newsletter
Attachments: January_February_2008.pdf

In this issue:

- ~ The reality of recovering costs when you win at trial
- ~ Automated external defibrillator liability risk
- ~ Good Samaritan Act
- ~ Canadian risk management diploma
- ~ Certificates of insurance record retention
- ~ ICE – In Case of an Emergency

A copy of the newsletter is attached and is also available at:
http://www.miabc.org/upload/dcd675_January_February_2008.pdf

You can view Tidbit/Exchange using Adobe Acrobat Reader, which can be downloaded for free from the Adobe website at:

<http://www.adobe.com/products/acrobat/readstep2.html>

If you would like to view previous issues, they are archived on our website at www.miabc.org. To find them, please select the Administration Library and click on the Tidbits folder.

If you are not on the Tidbits mailing list and would like to be, or if you are on it and would like to be removed, please let me know.

Thank you and enjoy this issue of Tidbit/Exchange!

Mitch Kenyon
 Municipal Insurance Association
 (604) 683-6266

CA-4



Tidbit Exchange

City of Salmon Arm

January / February 2008

THE REALITY OF RECOVERING C O S T S

A common misconception among parties involved in litigation is that, when a party wins at trial, they are entitled to recover all of the costs incurred in defending or bringing the action, including 100% of legal fees. In reality, the amount of costs recoverable is often only a fraction of what was actually spent and depends on whether the action was brought in Supreme Court or Small Claims.

If you win your case in Supreme Court, you can usually expect the court to order your opponent to refund many of your costs, but not all of them, and there are no guarantees. The rules that govern costs in Supreme Court are set out in Rule 57 and Appendix B of the Supreme Court Rules, with ultimate discretion as to costs remaining with the court.

The Rules set out a fairly complex tariff system for determining costs. Except in extraordinary cases, actual legal fees incurred are not a factor in the calculation of recoverable costs. Rather, costs are calculated on the basis of steps taken in the action, which are divided into general categories such as Pleadings, Discovery (of documents), Examinations (for discovery), Applications, and Trial. Within each category either a range or set number of units are allowed. Once the overall number of allowable units are determined, the units are then multiplied by the unit rate, known as the Scale, assigned by the court. In most cases, the costs recoverable as per the tariff system are much lower than the actual costs incurred.

Beyond the uncertainty of how much costs will be deemed recoverable or whether they will be awarded at all, recovery can be further exacerbated if the unsuccessful party does not have the financial means to pay the costs or if the parties cannot agree on the amount of costs. Where an agreement as to costs cannot be reached, the parties must go before the court Registrar for a hearing to assess costs, thereby incurring further legal expenses in the process. Depending on the case, it can sometimes cost more to recover the trial costs awarded than what was actually awarded.

In Small Claims, the ability to recover costs is even more limited. Recovery is limited to reasonable disbursements (out of pocket expenses), which do not include any legal fees or travel expenses incurred by lawyers. In general, the most that is recoverable following a win in Small Claims is filing fees and minor expenses such as photocopying. Further, the Court will often refrain from awarding costs to the successful party in cases involving a sympathetic unsuccessful party.

Ultimately, whether a trial is won in Supreme Court or Small Claims, recovery of costs is discretionary and parties must always be prepared for the reality that, not only does success at trial not guarantee recovery of costs, but on their best day, they will never recover 100% of their incurred expenses.

CA-4

Automated External Defibrillator Liability Risk?

One of the most popular questions presented to MIA in 2007 related to the potential for liability that may arise by accepting an Automated External Defibrillator (AED) from a local community group, including the potential for liability if an AED was purchased by local government for use in their facilities.

An AED is designed for use and presents a low risk of liability to those who use them when administering emergency medical assistance. These devices are unlikely to cause harm since they are designed not to work when a heart beat is already present. An AED is also designed not to work on inanimate objects.

Based on our research of various articles found on the Internet there have not been any lawsuits as the result of the use of an AED. However there have been legal actions undertaken in the United States for not having an AED on hand.

An AED is considered a First Aid tool for use by an individual trained in First Aid and in particular in the use of an AED.

From a Risk Management Perspective the following should be considered if an AED is to be installed in a local government facility.

1. Consistency – if one facility has an AED will there be an expectation that all local government facilities will have an AED. Should you consider a notice advising the public whether or not an AED is located in the facility?

2. Maintenance – these are electronic devices that will require testing and servicing. Procedures will need to be established in accordance with the manufacturer's recommendations.

3. Public Access – there is the potential for theft, vandalism and misuse. In order for the AED to be effective it will need to be accessible. How will you make the device accessible?

4. Manufacturers claim anyone can use them. Health and Safety programs, including First Aid training specific to the use of an AED, should be reviewed to ensure staff and volunteers are adequately trained.

If you provide a new service, funding and resources are necessary to maintain the service.

Good Samaritan Act

[RSBC 1996]
CHAPTER 172

Not liable for emergency aid unless gross negligence

1. A person who renders emergency medical services or aid to an ill, injured or unconscious person at the immediate scene of an accident or emergency that has caused the illness, injury or unconsciousness, is not liable for damages for injury to or death of that person caused by the person's act or omission in rendering the medical services or aid unless that person is grossly negligent.

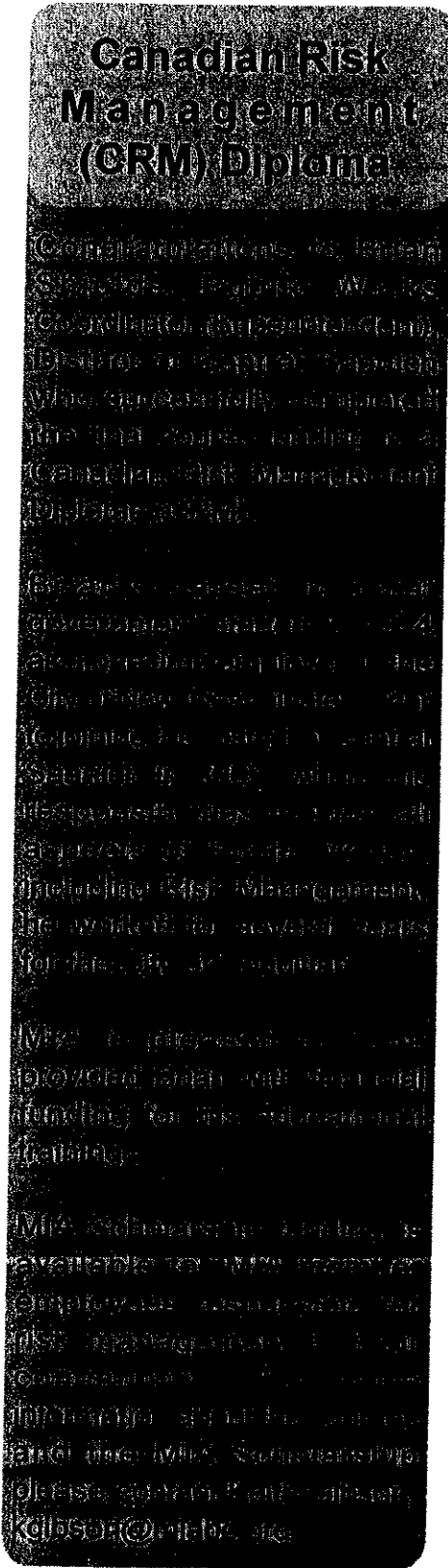
Exceptions

2. Section 1 does not apply if the person rendering the medical services or aid

(a) is employed expressly for that purpose or

(b) does so with a view to gain.

CA-4



CERTIFICATES OF INSURANCE RECORD RETENTION

Certificates of insurance are normally required in all contracts.

It has been our experience that the requirement of an insurance certificate is sometimes overlooked and ignored until a loss occurs, only to discover that there is no insurance in place.

The following are suggested guidelines for reviewing a certificate of insurance. The information from the certificate should be compared to the signed agreement.

1. Certificate Effective Dates & Expiry Dates

These dates should correspond with the term of the contract. If the certificate expires prior to the completion of the contract, an internal diary system should provide notice to you for follow up 30 days prior to the certificate expiry date. A new certificate should be obtained to confirm that coverage is in place. Insurance companies are not required to notify you when a policy expires.

2. Insurance Coverage & Limits

The certificate should clearly indicate the insurance coverage including any endorsements provided and the limit of insurance coverage. The coverage with its endorsements and the insurance limit(s) should equal or exceed the requirements of your contract.

3. Additional Insured *not* Additional Named Insured

If your contract requires that you be named as an additional insured, the certificate should include the name of your organization, indicating your status as an additional insured.

4. Signature

An authorized person representing the insurer should sign the certificate. If the certificate is not signed insist that a signed certificate be completed and forwarded to you.

Note: A "Confirmation of Insurance" is not the same as a "Certificate of Insurance". If a confirmation of insurance is received it should be rejected or held pending receipt of the certificate of insurance.

ICE - In Case of an Emergency

For many of us, cell phones are an extension of our day-to-day lives, whether business or personal. Although we may sometimes curse at the ringing of a cell phone, a cell phone can be used to save a life, your life.



trained emergency services personnel, as well as knowledgeable members of the public, will be able to provide greater assistance by contacting someone who knows you and your medical history.

By entering an emergency telephone and contact number in your cell phone address book, under the heading "ICE", which stands for "In case of an emergency",

In a recent article on the Internet it was reported that the director of nursing of a major US hospital uses the numbers to contact relatives of victims of trauma or motor vehicle accidents who arrive with no identification.

"If there is a cell phone, our staff is trained to look for the ICE (number), we will go through the wallet. We will go through anything that's available that might have a phone

number. ... But very often we find the use of the 'in case of an emergency' in a cell phone is a great lifesaver for the person as well as for us."

According to published reports, ICE was conceived in 2004 by a British paramedic who had years of frustration trying to reach relatives of people he was treating.

His initiative gained worldwide attention after the bombings in London, and information about ICE spread by e-mail.

ICE is placed before the names of people who should be contacted. For example, ICE-Dad, or ICE-Mary.

Out and About

Where?	Who? & Why?
Alert Bay	Risk Manager Keith Gibson attended a Staff meeting to discuss liability issues in the community, including on site assessments.
Courtenay	Staff Lawyer Adrienne Atherton attended a settlement conference.
Coquitlam	Staff Lawyer Lindsay Barrett attended a Court Hearing. Risk Manager Keith Gibson gave presentations to staff entitled "Roads & Sidewalks" as well as "Water, Flooding & Drainage"
Kamloops	Staff Lawyer Lindsay Barrett attended an examination for discovery.
Kelowna	Claims Examiner Vilma Zanchettin attended a Mediation.
Mt. Waddington	Risk Manager Keith Gibson attended a staff meeting to discuss contractor liability issues and a potential agreement with BC Transit service.
Nanaimo	Staff Lawyer Lindsay Barrett attended an Examination for Discovery.
North Vancouver	Staff Lawyer Lindsay Barrett attended a court hearing. Risk Manager Keith Gibson provided a risk assessment of a new library.
Pitt Meadows	Risk Manager Keith Gibson gave a presentation to Public Works Staff entitled "Road & Sidewalk Liability"
Port Alice	Risk Manager Keith Gibson attended a staff meeting and discussion with local school district representative for use and occupancy of a School District building for a community centre, including risk assessment.
Port Hardy	Risk Manager Keith Gibson provided a liability Q&A for all members of staff.
Port McNeil	Risk Manager Keith Gibson gave a presentation entitled "What is Risk Management"
Port Moody	Risk Manager Keith Gibson provided a risk assessment of a new recreation complex.
Powell River	Risk Manager Keith Gibson attended a liability Q&A with recreation staff and senior management and gave a presentation entitled "Road & Sidewalk Liability"
Powell River RD	Risk Manager Keith Gibson gave a staff presentation entitled "Regional District Liability"
Sunshine Coast	Staff Lawyer Adrienne Atherton attended examinations for discovery.
Vernon	Staff Lawyer Lindsay Barrett attended an examination for discovery.
West Vancouver	Staff Lawyer Adrienne Atherton conducted a summary trial application.
Whistler	Risk Manager Keith Gibson gave a risk management presentation to "LUNA" (Late & Unique Nighttime Alternative) program volunteers on event planning.

RA-1

Peace River Regional District

Monthly Building Permit Report for the month of March 2008

		Current Month		
BUILDING INSPECTION AREA		Number of Permits	Value of Permits	
Chetwynd vicinity (Portion of Electoral Area 'E')				
	S/F Dwelling	2	\$394,000	
Dawson Creek vicinity (Area 'D' & portion of Area 'E')				
	Manufactured Home	1	\$ 1,000	
	S/F Dwelling	1	\$221,000	
Fort St. John vicinity (Areas 'B', 'C' and portion of Area 'E')				
	Manufactured Home	1	\$ 1,000	
	S/F Dwelling	2	\$225,000	
	Shop / Garage	1	\$ 48,000	
Monthly Total		8	\$889,000	
		Year to Date		
		West Peace	South Peace	North Peace
S/F Dwelling	# of permits	2	3	3
	Value	\$ 394,000	\$ 689,130	\$ 406,360
Manufactured Home	# of permits		1	1
	Value		\$ 1,000	\$ 1,000
Garage/shop	# of permits			3
	Value			\$ 215,000
Commercial	# of permits			
	Value			
Industrial / Utility	# of permits			
	Value			
Institutional	# of permits			
	Value			
Total Number of Building Permits				13
Year to Date Total				\$1,605,490

MAR 27 2008

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