

MINUTES OF THE MEETING OF THE COMMITTEE OF THE WHOLE OF THE REGIONAL DISTRICT OF FRASER-FORT GEORGE HELD ON FRIDAY JANUARY 24, 2025 IN THE BOARDROOM, 155 GEORGE STREET, PRINCE GEORGE, BC

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Directors Present: Director L. Beckett, Chairperson  
Director D. Alan  
Director J. Atkinson  
Director K. Dunphy (9:06 a.m. – 11:28 a.m.)  
Director B. Empey (remote)  
Director A. Kaehn  
Director J. Kirk (9:02-9:50 a.m., 9:58-11:28 a.m. (remote))  
Director V. Mobley (remote)  
Director C. Ramsay  
Director G. Runtz (9:07a.m.- 11:28 a.m.)  
Director K. Sampson (10:04 a.m.-11:28 a.m.)  
Director B. Skakun (remote)  
Alternate Director H. Mulyk (remote)  
Alternate Director S. Scott

Staff Present: C. Calder, Chief Administrative Officer  
M. Connelly, General Manager of Legislative and Corporate Services  
K. Jonkman, General Manager of Community and Development Services  
S. White, General Manager of Financial Services  
L. Zapotichny, General Manager of Environmental Services  
S. Rich, Supervisor of Information Technology

Minutes Recorded and Produced by: B. Bowes, Clerk Typist III/Reception

Media: There were no media in attendance.

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**1. Call to Order**

The Chairperson called the meeting to order at 9:02 a.m.

The Regional District acknowledged the unceded ancestral lands of the Lheidli T'enneh, on whose land we live, work and play.

The Chairperson proceeded to do a roll call of Directors to confirm those attending remotely and those attending in person in the Boardroom.

**2. Adoption of Agenda**

Moved by Atkinson  
Seconded by Kirk

*THAT the Committee of the Whole agenda for January 24, 2025 be amended by adding to Item 5.1 - PowerPoint Presentation regarding 2025 January Budget Update; and that the agenda be adopted, as amended.*

CARRIED

**3. Adoption of Minutes**

**3.1 December 19, 2024 Committee of the Whole Meeting Minutes**

Moved by Scott  
Seconded by Alan

*THAT the Minutes of the Committee of the Whole meeting held on December 19, 2024 be adopted as circulated.*

CARRIED

Director Dunphy entered the meeting at 9:06 a.m.

Director Runtz entered the meeting at 9:07 a.m.

**4. Public Input**

M. Connelly, General Manager of Legislative and Corporate Services, provided an overview of the statutory requirements regarding public notification of the budgeting process and advised that no requests for presentations nor any written comments from members of the public were received. It was further noted that any comments received from the local service Community Consultation Committees are included in the individual budget reports.

**5. 2025 Budget Discussions**

**5.1 PowerPoint Presentation from the General Manager of Financial Services and Chief Administrative Officer regarding the 2025 Budget Process**

C. Calder, Chief Administrative Officer, and S. White, General Manager of Financial Services, provided a PowerPoint presentation regarding the 2025 Budget Process, including current state and budget themes, budget considerations, financial summary, B.C. assessments and tax rates, individual service budgets (region wide and sub-regional, and a preview of the February budget.

Director Kirk left the meeting at 9:50 a.m.

L. Zapotichny, General Manager of Environmental Services, responded to queries from Directors regarding additional recycling services in rural areas and Recycle B.C. depots.

Director Kirk re-entered the meeting remotely at 9:58 a.m.

C. Calder, Chief Administrative Officer, and S. White, General Manager of Financial Services, responded to queries from Directors regarding potential effects on the budget of tariffs from the United States of America, utility classification assessment increases in Electoral Area H, futureproofing of taxes, and proposed additional Regional District staff resources.

Director Sampson entered the meeting at 10:04 a.m.

K. Jonkman, General Manager of Community and Development Services, responded to a query from a Director regarding the Dore River erosion mitigation project construction and funding.

Chair Beckett called for a recess at 10:24 a.m.

The meeting was reconvened at 10:38 a.m. with the same Directors and staff present at the time the recess was called.

**6. Region Wide Services**

**6.1 General Administration – 1201**

S. White, General Manager of Financial Services, responded to a query from a Director regarding the budget for special projects.

C. Calder, Chief Administrative Officer, responded to queries from Directors regarding transfer to grant revenues and alternative solutions to reduce information technology software costs.

Moved by Kaehn  
Seconded by Sampson

*THAT the report dated November 6, 2024 regarding "General Administration – 1201" be received for information.*

**CARRIED**

Moved by Atkinson  
Seconded by Scott

*THAT the 2025 budget for General Administration be approved.*

CARRIED

Moved by Ramsay  
Seconded by Runtz

*THAT the 2025 – 2029 Financial Plan for General Administration be approved.*

CARRIED

## **6.2 Regional Board – 1001**

M. Connelly, General Manager of Legislative and Corporate Services, and C. Calder, Chief Administrative Officer, responded to queries from Directors regarding audiovisual upgrades to the Boardroom and recordings of Board meetings.

Moved by Dunphy  
Seconded by Empey

*THAT the report dated November 6, 2024 regarding “Regional Board – 1001” be received for information.*

CARRIED

Moved by Kirk  
Seconded by Mobley

*THAT the 2025 budget for Regional Board be approved.*

CARRIED

Moved by Atkinson  
Seconded by Mulyk

*THAT the 2025 – 2029 Financial Plan for Regional Board be approved.*

CARRIED

## **6.3 Heritage Conservation – 5601**

Discussion ensued regarding the Arts, Culture and Heritage Grant application deadline on April 1, 2025.

Moved by Ramsay  
Seconded by Kaehn

*THAT the report dated November 6, 2024 regarding “Heritage Conservation – 5601” be received for information.*

CARRIED

Moved by Runtz  
Seconded by Atkinson

*THAT the 2025 budget for Heritage Conservation be approved.*

CARRIED

Moved by Ramsay  
Seconded by Scott

*THAT the 2025 – 2029 Financial Plan for Heritage Conservation be approved.*

CARRIED

Director Alan declared a pecuniary conflict of interest due to their employment with one of the proposed recipient organizations of a Regional Grant-In-Aid and left the Boardroom at 10:53 a.m.

**6.4 Regional Grants-in-Aid – 1951**

Moved by Kaehn  
Seconded by Mobley

*THAT the report dated November 6, 2024 regarding “Regional Grants-in-Aid – 1951” be received for information.*

CARRIED

Moved by Dunphy  
Seconded by Scott

*THAT the 2025 budget for Regional Grants-in-Aid be approved.*

CARRIED

Moved by Runtz  
Seconded by Dunphy

*THAT the 2025 – 2029 Financial Plan for Regional Grants-in-Aid be approved.*

CARRIED

Director Alan returned to the Boardroom at 10:55 a.m.

**6.5 9-1-1 Emergency Response Service – 2503**

M. Perrin, Senior Manager of Public Safety Services, responded to a query from a Director regarding allocated funds and grant funding for Next Generation 9-1-1.

Moved by Mulyk  
Seconded by Sampson

*THAT the report dated November 6, 2024 regarding “9-1-1 Emergency Response Service – 2503” be received for information.*

CARRIED

Moved by Skakun  
Seconded by Empey

*THAT the 2025 budget for 9-1-1 Emergency Response Service be approved.*

CARRIED

Moved by Alan  
Seconded by Ramsay

*THAT the 2025 – 2029 Financial Plan for 9-1-1 Emergency Response Service be approved.*

CARRIED

**6.6 Community Services – 1202**

Moved by Kaehn  
Seconded by Atkinson

*THAT the report dated November 6, 2024 regarding “Community Services – 1202” be received for information.*

CARRIED

Moved by Scott  
Seconded by Dunphy

*THAT the 2025 budget for Community Services be approved.*

CARRIED

Moved by Alan  
Seconded by Atkinson

*THAT the 2025 – 2029 Financial Plan for Community Services be approved.*

CARRIED

**6.7 Regional Land Use Planning – 4001**

K. Jonkman, General Manager of Community and Development Services, responded to a query from a Director regarding the proposed transfer to reserves increase in 2029.

Moved by Empey  
Seconded by Mobley

*THAT the report dated November 6, 2024 regarding “Regional Land Use Planning – 4001” be received for information.*

CARRIED

Moved by Kaehn  
Seconded by Dunphy

*THAT the 2025 budget for Regional Land Use Planning be approved.*

CARRIED

Moved by Kaehn  
Seconded by Atkinson

*THAT the 2025 – 2029 Financial Plan for Regional Land Use Planning be approved.*

CARRIED

**6.8 Economic Development – 4003**

Moved by Kaehn  
Seconded by Kirk

*THAT the report dated November 6, 2024 regarding “Economic Development – 4003” be received for information.*

CARRIED

Moved by Atkinson  
Seconded by Mulyk

*THAT the 2025 budget for Economic Development be approved.*

CARRIED

Moved by Runtz  
Seconded by Dunphy

*THAT the 2025 – 2029 Financial Plan for Economic Development be approved.*

CARRIED

**6.9 Solid Waste Management – 3305**

L. Zapotichny, General Manager of Environmental Services, responded to queries from Directors regarding reduction of transportation costs, organics programs, the entrance relocation for commercial traffic at Foothills Boulevard Regional Landfill and the traffic study included in the 2025 budget.

Moved by Atkinson  
Seconded by Mobley

*THAT the report dated November 6, 2024 regarding “Solid Waste Management – 3305” be received for information.*

CARRIED

Moved by Kaehn  
Seconded by Atkinson

*THAT the 2025 budget for Solid Waste Management be approved.*

CARRIED

Moved by Scott  
Seconded by Dunphy

*THAT the 2025 – 2029 Financial Plan for Solid Waste Management be approved.*

CARRIED

**6.10 Rural Transfer Station Service – 3306**

Moved by Kaehn  
Seconded by Sampson

*THAT the report dated November 6, 2024 regarding “Rural Transfer Station Service – 3306” be received for information.*

CARRIED

Moved by Dunphy  
Seconded by Atkinson

*THAT the 2025 budget for Rural Transfer Station Service be approved.*

CARRIED

Moved by Alan  
Seconded by Mulyk

*THAT the 2025 – 2029 Financial Plan for Rural Transfer Station Service be approved.*

CARRIED

**6.11 Waste Reduction Service – 3307**

Moved by Atkinson  
Seconded by Scott

*THAT the report dated November 6, 2024 regarding “Waste Reduction Service – 3307” be received for information.*

CARRIED

Moved by Kaehn  
Seconded by Runtz

*THAT the 2025 budget for Waste Reduction Service be approved.*

CARRIED

Moved by Kaehn  
Seconded by Alan

*THAT the 2025 – 2029 Financial Plan for Waste Reduction Service be approved.*

CARRIED

**6.12 Regional Parks – 5001**

Moved by Kaehn  
Seconded by Ramsay

*THAT the report dated November 6, 2024 regarding “Regional Parks – 5001” be received for information.*

CARRIED

Moved by Kaehn  
Seconded by Atkinson

*THAT the 2025 budget for Regional Parks be approved.*

CARRIED

Moved by Kaehn  
Seconded by Dunphy

*THAT the 2025 – 2029 Financial Plan for Regional Parks be approved.*

CARRIED

**6.13 Municipal Debt – 6001**

Moved by Sampson  
Seconded by Scott

*THAT the report dated November 6, 2024 regarding “Municipal Debt – 6001” be received for information.*

CARRIED

Moved by Atkinson  
Seconded by Runtz

*THAT the 2025 budget for Municipal Debt be approved.*

CARRIED

Moved by Sampson  
Seconded by Skakun

*THAT the 2025 – 2029 Financial Plan for Municipal Debt be approved.*

CARRIED

**6.14 Feasibility Studies – 6201**

Moved by Empey  
Seconded by Ramsay

*THAT the report dated November 6, 2024 regarding “Feasibility Studies – 6201” be received for information.*

CARRIED

Moved by Mulyk  
Seconded by Atkinson

*THAT the 2025 budget for Feasibility Studies be approved.*

CARRIED

Moved by Mobley  
Seconded by Ramsay

*THAT the 2025 – 2029 Financial Plan for Feasibility Studies be approved.*

CARRIED

**7. Sub-Regional Services**

**7.1 Electoral Area Administration – 1203**

Moved by Kaehn  
Seconded by Alan

*THAT the report dated November 6, 2024 regarding “Electoral Area Administration – 1203” be received for information.*

CARRIED

Moved by Dunphy  
Seconded by Empey

*THAT the 2025 budget for Electoral Area Administration be approved.*

CARRIED

Moved by Kirk  
Seconded by Alan

*THAT the 2025 – 2029 Financial Plan for Electoral Area Administration be approved.*

CARRIED

**7.2 Fire Department Coordination Service – 2504**

Moved by Atkinson  
Seconded by Kaehn

*THAT the report dated November 6, 2024 regarding “Fire Department Coordination Service – 2504” be received for information.*

CARRIED

Moved by Alan  
Seconded by Runtz

*THAT the 2025 budget for Fire Department Coordination Service be approved.*

CARRIED

Moved by Empey  
Seconded by Mobley

*THAT the 2025 – 2029 Financial Plan for Fire Department Coordination Service be approved.*

CARRIED

**7.3 Emergency Preparedness Service – 2505**

Moved by Scott  
Seconded by Alan

*THAT the report dated November 6, 2024 regarding “Emergency Preparedness Service – 2505” be received for information.*

CARRIED

Moved by Alan  
Seconded by Dunphy

*THAT the 2025 budget for Emergency Preparedness Service be approved.*

CARRIED

Moved by Empey  
Seconded by Mobley

*THAT the 2025 – 2029 Financial Plan for Emergency Preparedness Service be approved.*

CARRIED

**7.4 Inspection Services – 2901**

Moved by Atkinson  
Seconded by Ramsay

*THAT the report dated November 6, 2024 regarding “Inspection Services – 2901” be received for information.*

CARRIED

Moved by Alan  
Seconded by Dunphy

*THAT the 2025 budget for Inspection Services be approved.*

CARRIED

Moved by Kaehn  
Seconded by Kirk

*THAT the 2025 – 2029 Financial Plan for Inspection Services be approved.*

CARRIED



**7.5 Untidy and Unsightly Premises – 2201**

Moved by Skakun  
Seconded by Sampson

*THAT the report dated November 6, 2024 regarding “Untidy and Unsightly Premises – 2201” be received for information.*

CARRIED

Moved by Dunphy  
Seconded by Kaehn

*THAT the 2025 budget for Untidy and Unsightly Premises be approved.*

CARRIED

Moved by Alan  
Seconded by Dunphy

*THAT the 2025 – 2029 Financial Plan for Untidy and Unsightly Premises be approved.*

CARRIED

**7.6 House Numbering (Civic Addresses) – 4004**

Moved by Kaehn  
Seconded by Runtz

*THAT the report dated November 6, 2024 regarding “House Numbering (Civic Addresses) – 4004” be received for information.*

CARRIED

Moved by Mobley  
Seconded by Dunphy

*THAT the 2025 budget for House Numbering (Civic Addresses) be approved.*

CARRIED

Moved by Kaehn  
Seconded by Mobley

*THAT the 2025 – 2029 Financial Plan for House Numbering (Civic Addresses) be approved.*

CARRIED

**7.7 Special Events – 2202**

Moved by Atkinson  
Seconded by Ramsay

*THAT the report dated November 6, 2024 regarding “Special Events – 2202” be received for information.*

CARRIED

Moved by Runtz  
Seconded by Dunphy

*THAT the 2025 budget for Special Events be approved.*

CARRIED

Moved by Kirk  
Seconded by Alan

*THAT the 2025 – 2029 Financial Plan for Special Events be approved.*

CARRIED

**7.8 Noise Control (Boating) – 3303**

Moved by Kaehn  
Seconded by Atkinson

*THAT the report dated November 6, 2024 regarding “Noise Control (Boating) – 3303” be received for information.*

CARRIED

Moved by Mobley  
Seconded by Kirk

*THAT the 2025 budget for Noise Control (Boating) be approved.*

CARRIED

Moved by Empey  
Seconded by Dunphy

*THAT the 2025 – 2029 Financial Plan for Noise Control (Boating) be approved.*

CARRIED

**8. Adjournment**

Moved by Kaehn  
Seconded by Atkinson

*THAT the meeting be adjourned - 11:28 a.m.*

CARRIED

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Chair

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General Manager of Legislative and  
Corporate Services