



REGIONAL DISTRICT of Fraser-Fort George

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from within
the Regional District:
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Municipalities:

*McBride
Mackenzie
Prince George
Valemount*

Electoral Areas:

*Chilako River-Nechako
Crooked River-Parsonip
Robson Valley-Canoe
Salmon River-Lakes
Tabor Lake-Stone Creek
Willow River-Upper Fraser
Woodpecker-Hixon*

June 15, 2018

Ian Wells
Director of Planning and Development
City of Prince George
1100 Patricia Blvd
Prince George BC V2L 3V9

Dear Mr. Wells:

Re: Municipal Participation in the Regional Land Use Planning Service Expiry

The Regional Land Use Planning Services–Participation Agreement between the City of Prince George and the Regional District of Fraser-Fort George is set to expire at the end of the year.

The Regional District is looking to establish a 4-year Participation Agreement with the City of Prince George effective January 1, 2019 to December 31, 2022. Similar agreements have been entered into by the four member municipalities in the Regional District since 2006. This edition is proposed for four years to reflect the local government election cycle.

The recommended formula used to calculate municipal participation in Regional Planning has been the basis for Participation Agreements from 2006 to 2017 and was derived through discussions with the member municipalities. The recommended formula best represents municipal involvement and interest in Regional Planning and identifies the City of Prince George's contribution towards *Local Government Act* Part 14 activities and Non-Part 14 activities by determining resources required and the importance of coordinated land use decision making.

Entering into a Participation Agreement allows full participation and voting privileges by City of Prince George Directors on all land use matters that come before the Regional District Board. Without the agreement in place, municipalities that have not opted out of the Regional Planning Services by August of the preceding year, are required to pay the full requisition.

The proposed tax requisition needed to support the Regional Planning Service for 2019 is \$596,280, with the City's portion estimated at \$189,020 based upon the recommended formula.

The Regional District is looking for confirmation from the City that they would like to proceed with a Regional Land Use Planning Services–Participation Agreement from January 1, 2019 to December 31, 2022. If this is the case, the next steps would be forwarding a draft agreement based on the recommended participation level to the Regional District Board for endorsement prior to forwarding to your office for execution.

I am happy to meet with you should you wish to discuss further.

Yours truly,

Kenna Jonkman

Kenna Jonkman, MCIP, RPP
Manager of Development Services

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KJ:sc

Enclosure: 2017-2018 Regional Land Use Planning Services – Participation Agreement
Recommended Formula for Municipal Participation



REGIONAL DISTRICT of Fraser-Fort George

Recommended Formula for Municipal Participation in Regional District of Fraser-Fort George Regional Land Use Planning Services January 1, 2019 to December 31, 2022

Today's relationships with the municipalities' remains strong through four consecutive terms of participation of 2006-08, 2009-11, 2012-14 and 2015-2018. The formula for determining a fair level of funding for the municipal participation in Regional Land Use Planning has been based upon:

1. Non-Part 14 Activity – all municipalities participate in the planning budget based upon their respective assessment base at 35% of their normal requisition. 35% represents the approximate amount of time spent on these activities by staff (i.e. for City of Prince George, which has 70.62% of the regional tax base in 2018, it translates into $35 \times 70.62\% = 24.7\%$ of the Regional Land Use Planning budget requisition). The *Local Government Act* does not provide an option to opt out of this portion of the service.
2. Part 14 Local Government Act – the *Local Government Act*, Section 381, provides the ability for municipalities to either opt out of Part 14 land use planning, strike an agreement with the Regional District, or participate fully based on their assessment base. Member Fraser-Fort George municipalities have participated in Regional Land Use Planning through mutually agreed cost sharing participation agreements.

It was previously agreed that Part 14 Regional Land Use Planning activity represented a 10% interest by municipalities to help ensure coordinated land use decision making between the urban areas and Electoral Areas. (i.e. for City of Prince George, which has 70.62% of the regional tax base in 2018, it translates into $10 \times 70.62\% = 7.00\%$ of the Regional Land Use Planning budget.)

3. Municipal Assistance- finally, there was a value of 10% placed upon the Regional District's ability to make available technical advice, support and contract planning services to the Municipalities of Mackenzie, McBride and Valemount. City of Prince George has its own professional planning staff.

It is proposed that the **City of Prince George** contribute to the Regional Land Use Planning Service from January 1, 2019 to December 31, 2022 at a rate representing 31.7% of the Regional Land Use Planning Budget [i.e. 35% Non-Part 14 + 10% Part 14].

	Non-Part 14 Participation (35%)	+	Part 14 Participation (10%)	+	Municipal Assistance (10%)	=	2019 Participation Splits	
Prince George	\$147,281	+	\$41,739	+	∅	=	\$189,020	31.7%
Mackenzie	\$7,632	+	\$2,206	+	\$ 2,206	=	\$12,044	2.02%
McBride	\$835	+	\$239	+	\$239	=	\$1,313	0.22%
Valemount	\$2,325	+	\$656	+	\$656	=	\$3,637	0.61%
Municipal Sub Total	<i>\$158,073</i>	+	<i>\$44,840</i>	+	<i>\$3,101</i>	=	<i>\$206,014</i>	<i>34.55%</i>
Electoral Areas							\$390,266	65.45%
Total							\$596,280	100.00%