



REGIONAL DISTRICT
of Fraser-Fort George

2026 GENERAL LOCAL ELECTION

Nomination Package Information Electoral Area Director





REGIONAL DISTRICT of Fraser-Fort George

July 27, 2026

Dear Prospective Candidates,

Information Package for Candidates - Electoral Area Director

The following information is provided as a reference guide for prospective candidates for Electoral Area Director in the Regional District of Fraser-Fort George (RDFFG) for the 2026 General Local Election.

The next general local elections will be held on October 17, 2026. Through local elections, resident electors and non-resident property electors determine the Electoral Area Directors for Areas A, C, D, E, F, G and H who will collectively make decisions and govern on their behalf following general voting day.

Nomination Period

Nomination period begins 9:00 AM on Tuesday, September 1 and ends 4:00 PM on Friday, September 11, 2026. Completed nomination documents may only be accepted for filing during the specific times set out in the nomination period in order for the nominee to qualify as a candidate.

Nomination documents must be filed with the Chief Election Officer or Deputy Chief Election Officer only and will not be accepted by other regional district staff. If you wish to have your solemn declarations taken by the Chief Election Officer or Deputy Chief Election Officer at the time of nomination document filing, please contact the Corporate Services department at (250) 960-4400 or election@rdffg.bc.ca to arrange for an appointment during the nomination period.

If you choose to have your solemn declarations taken by a Commissioner for taking Affidavits for BC, lawyer or notary public, the signed nomination documents may be delivered to the Chief Election Officer or Deputy Chief Election Officer as follows:

By Hand, Mail or other delivery Service 155 George Street, Prince George, BC V2L 1P8
By Fax To: 250-563-7520
By Email To: election@rdffg.bc.ca

155 George Street, Prince George, BC V2L 1P8

ELECTORAL AREAS A, C, D, E, F, G AND H | MACKENZIE | MCBRIDE | PRINCE GEORGE | VALEMOUNT

Please carefully review all of the materials enclosed to ensure that the necessary forms are filed appropriately.

Nomination documents are available online at www.rdffg.ca/election or in person, from July 27, 2026 to the close of the nomination period, as follows:

Regional District Office , 155 George St., Prince George, BC Office Hours: Monday to Friday, 8:30 a.m. to 4:30 p.m., excluding statutory holidays.	Director-Electoral Areas A,C,D,E,F,G,& H
District of Mackenzie , 1 Mackenzie Blvd., Mackenzie, BC Office Hours: Monday to Friday, 8:30 a.m. to 4:30 p.m., excluding statutory holidays.	Director - Electoral Area G
Bear Lake Local Community Commission Office , 353 Grizzly Ave., Bear Lake, BC Office Hours: Tuesday, Wednesday and Thursday, 9:00 a.m. to 1:00 p.m.	Director - Electoral Area G
Village of McBride , 100 Robson Centre, McBride, BC Office Hours: Monday, Tuesday, Thursday and Friday: 8:30 a.m. to 4:30 p.m. and Wednesday: 10:00 a.m. to 4:30 p.m., excluding statutory holidays	Director - Electoral Area H
Village of Valemount , 735 Cranberry Lake Road, Valemount, BC Office Hours: Monday to Friday from 8:45 a.m. to 12:30 p.m. and 1:30 p.m. to 4:15 p.m., excluding statutory holidays	Director - Electoral Area H

The Nomination Package is comprised of two parts. The first is an information package and the second is the nomination forms. The information package includes the following:

1. Notice of Nomination Period
2. Nomination Package Information Document
3. Maps of Electoral Areas A, C, D, E, F, G, and H
4. 2026 Board Meeting Schedule
5. Election and Voting Procedures Bylaw No. 3264, 2022 (Consolidated Version)
6. Regional Board Remuneration Bylaw No. 3119, 2019 (Consolidated Version)
7. Director Maternity and Parental Leave Policy RD-22-22
8. Director Expense Reimbursement Policy RD-02-07
9. Technology Expenses for Directors Policy A-13
10. Code of Conduct Policy RD-23-04

The following reference materials, published by the Province of BC and Elections BC for the 2026 General Local Election, are included for reference.

- [Thinking of Running for Local Office?](#)
- [What Every Candidate Needs to Know](#)
- [General Local Elections 101](#)
- [Candidate's Guide to Local Elections in BC 2026](#)
- [Supporting a Candidate for Local Elections in BC](#)
- [Foundational Principles of Responsible Conduct](#)
- [Forging the Path to Responsible Conduct \(2021\)](#)
- [Local Elections Campaign Financing Act](#)
- [Guide to Campaign Financing for Local Candidates and Financial Agents in BC](#)
- [Handbook for Local Candidates](#)
- [What you need to know before you start campaigning](#)

For any questions regarding campaign financing, please contact Elections BC by phone at 1-800-661-8683 or email at electoral.finance@elections.bc.ca.

If you require assistance or would like more information about the nomination or election processes, please contact the undersigned at 250-960-4444 or by email at election@rdffg.bc.ca.

Alternatively, you may contact Deputy Chief Election Officers:

Aileen Singh
250-960-4415

Dayna Hegel
250-960-4416

Sincerely,



Maureen Connelly
Chief Election Officer
250-960-4444 | election@rdffg.bc.ca



2026 GENERAL LOCAL ELECTION NOTICE OF NOMINATION

Public notice is hereby given to the electors of the Regional District of Fraser-Fort George that a General Local Election will be held on Saturday, October 17, 2026 and that nominations for the offices of:

Director – Electoral Area A – 1 person to be elected
Director – Electoral Area C – 1 person to be elected
Director – Electoral Area D – 1 person to be elected
Director – Electoral Area E – 1 person to be elected
Director – Electoral Area F – 1 person to be elected
Director – Electoral Area G – 1 person to be elected
Director – Electoral Area H – 1 person to be elected

will be received by the Chief Election Officer or Deputy Chief Election Officer as follows:

By Hand, Mail or other delivery Service 155 George Street, Prince George, BC V2L 1P8	From: 9:00 a.m. on Tuesday, September 1, 2026 To: 4:00 p.m. on Friday, September 11, 2026
By Fax To: 250-563-7520 By Email To: election@rdffg.bc.ca	

Nomination documents are available online at www.rdffg.ca/Election or in person, from July 27, 2026 to the close of the nomination period, as follows:

Regional District Office , 155 George Street, Prince George, BC Office Hours: Monday to Friday, 8:30 a.m. to 4:30 p.m., excluding stat holidays.	Director-Electoral Areas A,C,D,E,F,G,H
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Bear Lake Community Commission Office , 353 Grizzly Avenue, Bear Lake, BC Office Hours: Tuesday, Wednesday and Thursday, 9:00 a.m. to 1:00 p.m.	Director - Electoral Area G
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Village of Valemount , 735 Cranberry Lake Road, Valemount, BC Office Hours: Monday to Friday from 8:45 a.m. to 12:30 p.m. and 1:30 p.m. to 4:15 p.m., excluding stat holidays	Director - Electoral Area H

THE DEADLINE FOR RECEIPT OF NOMINATIONS IS 4:00 P.M. FRIDAY SEPTEMBER 11, 2026

QUALIFICATIONS FOR OFFICE

A person is qualified to be nominated, elected, and to hold office as an electoral area director if they meet the following criteria:

- Canadian Citizen;
- 18 years of age or older on general voting day Saturday, October 17, 2026;
- resident of British Columbia for at least 6 months immediately before the day nomination papers are filed; and
- not disqualified by the *Local Government Act* or any other enactment from voting in an election in British Columbia or being nominated for, being elected to or holding the office, or be otherwise disqualified by law.

CAMPAIGN PERIOD EXPENSE LIMITS

In accordance with the *Local Elections Campaign Financing Act*, for the 2026 general local election, the following expense limits for candidates during the campaign period apply:

Director – Electoral Area A	\$6,161.89
Director – Electoral Area C	\$6,161.89
Director – Electoral Area D	\$6,161.89
Director – Electoral Area E	\$6,161.89
Director – Electoral Area F	\$6,161.89
Director – Electoral Area G	\$6,161.89
Director – Electoral Area H	\$6,161.89

THIRD PARTY ADVERTISING EXPENSE LIMITS

In accordance with the *Local Elections Campaign Financing Act*, for the 2026 general local elections, the following third party advertising limits apply:

Director – Electoral Area A	\$ 924.28
Director – Electoral Area C	\$ 924.28
Director – Electoral Area D	\$ 924.28
Director – Electoral Area E	\$ 924.28
Director – Electoral Area F	\$ 924.28
Director – Electoral Area G	\$ 924.28
Director – Electoral Area H	\$ 924.28

FOR FURTHER INFORMATION on the **nomination process**, please contact:

Maureen Connelly, Chief Election Officer (250) 960-4444
Dayna Hegel, Deputy Chief Election Officer (250) 960-4415
Aileen Singh, Deputy Chief Election Officer (250) 960-4416
Email: election@rdffg.bc.ca

FOR FURTHER INFORMATION on the **campaign period expense limits and third party advertising limits**, please contact Elections BC:

Toll-free phone: 1.800.661.8683
Email: electoral.finance@elections.bc.ca
Website: www.elections.bc.ca

2026 GENERAL LOCAL ELECTION NOMINATION PACKAGE INFORMATION

Role of a Regional District Director

The Director is an elected official whose fundamental role is to represent the interests of their constituents and to ensure those interests are considered as part of the decision-making processes of the Regional District.

The Director's primary responsibilities are:

1. To advocate the interests of their constituents and to represent the diversity of opinion within their constituency.
2. To balance the stakeholder (local) interest against the corporate (regional) interest when representing the Regional District.
3. To respect the validity of decisions made by the Regional Board and to not obstruct or interfere with the implementation of such decisions.
4. To adhere to the non-disclosure of confidential business.
5. To abstain from participation in decisions when there is a conflict of interest.
6. To act in good faith when fulfilling responsibilities which have been assigned or delegated by the Regional Board.

Additionally, Directors are expected to prepare for and attend:

- Regular and special board meetings;
- Meetings of Committees, boards or agencies to which they are appointed; and
- Annual local government conferences and conventions.

Directors will serve a four (4) year term from November 2026 to November 2030.

"Regional District Procedure Bylaw No. 3267, 2022" requires that each year at the inaugural meeting, an election for the position of Chair and Vice Chair will be held.

Qualifications for Office

To be eligible to run for local government office in a general local election, a person must have been a resident of B.C. at least six (6) months before filing their nomination documents (i.e. must have become a resident as of March 10, 2026 or earlier). They do not have to live or own property in the area where they are running for office.

In addition, a person must:

- Be 18 years of age or older on general voting day (October 17, 2026);
- Be a Canadian citizen; and
- Not be disqualified under the *Local Government Act* or any other enactment from being nominated for, being elected to or holding office, or be otherwise disqualified by law.

A person is ineligible to run for office in a general local election if they:

- Have been convicted of and sentenced for an indictable offence and are in custody;
- Have been found guilty of an election offence, such as intimidation or vote-buying, and are prohibited from holding office;
- Are judges of the Provincial Court, Supreme Court or Court of Appeal;
- Are involuntarily confined to a psychiatric facility or other institution;
- Have been disqualified for specified reasons such as failing to file a candidate disclosure statement in a previous election, failing to make an oath of office, or failing to attend local government meetings in the manner and frequency required by the *Community Charter*;
- Have been otherwise disqualified from being nominated for, elected to or holding office under the *Local Government Act*, *Community Charter*, *Local Elections Campaign Financing Act* or any other enactment or law;
- Are employees or salaried officers of the local government or related local governments (e.g. municipalities), including volunteers who are paid for their services – unless they have taken a leave of absence to run for office and agree to resign when elected;
- Are federal employees – unless they have requested and obtained prior permission from Public Service Commission of Canada (PSC) to run for office.

Regional District Board Meetings

Meetings of the Regional District Board of Directors are held monthly, generally on the third Thursday of the month. Meetings of standing committees are typically scheduled in conjunction with Board meetings. The Regional Board meeting is usually preceded by the monthly meeting of the Fraser-Fort George Regional Hospital District Board.

Meetings of the Regional Board and its committees are open to the public unless the Board (or committee) determines that a matter should be considered in a closed session.

Meetings of the Regional Board are regulated by the Regional District's Procedure Bylaw.

Newly elected Directors will be sworn into office at an Oath of Office Ceremony scheduled for Wednesday, November 18, 2026. This will be followed by the 2026 Inaugural Meeting on Thursday, November 19, 2026.

Board Director Remuneration and Expense Reimbursement

Remuneration rates for Regional District directors and alternate directors are established by bylaw and are adjusted annually based on changes to the Consumer Price Index (CPI). The bylaw includes additional remuneration for the Chair and Vice-Chair of the Regional District Board, as well as for Committee Chairs. The following should also be noted:

- remuneration is not insurable in terms of the Federal Government's Employment Insurance program; therefore, deductions will not be taken.
- Director remuneration payments are made bi-weekly (every second Friday) by direct deposit only, in accordance with the information provided by directors.

Directors are eligible to be reimbursed as per the expense policy for expenses incurred to fulfill their duties of office. Typically, such expenses will include vehicle mileage (or other transportation costs), accommodation and meals. A per diem rate is generally used when an overnight stay is required.

The Regional District also provides for reimbursement of technology expenses where appropriate. The maximum reimbursement rates are established by corporate policy and are adjusted from time to time to reflect increases in these sectors. Expenses may only be reimbursed where the appropriate form has been completed and submitted by a director to the corporate officer.

Director remuneration is set out in "Regional Board Remuneration Bylaw No. 3119, 2019", which is included in this package.

The Bylaw provides for the following remuneration amounts in 2026 along with CPI adjustments annually:

Electoral Area Directors	\$	9,221.41 per year ¹
Municipal Directors	\$	16,973.48 per year ¹

The Board Chair and Vice Chair positions receive an additional remuneration of \$23,433.54 and \$4,040.70 respectively.

Every director, extra-territorial director, alternate director, committee chair or committee member is entitled to make a claim for \$120 for attendance at special board meetings, select or standing committee meetings in accordance with the schedule of meeting rates set out in Bylaw No. 3119, 2019.

In addition, the reimbursement of expenses incurred in the performance of duties is detailed in Policy RD-02-07, as follows:

Accommodation	At cost – receipts required
Out-of-pocket expenses	At cost – receipts required
Mileage rates	Equivalent to those established by the Province of British Columbia for in-province travel.
Other expenses	At cost – receipts required

Campaign Financing and Advertising

Elections BC is responsible for administering campaign financing and advertising rules for local elections and assent voting in British Columbia under the *Local Elections Campaign Financing Act* (LECFA). Candidates are responsible for adhering to Elections BC requirements under LECFA.

More information and related forms about campaign financing and advertising can be found on the Elections BC website at www.elections.bc.ca/local-elections/2026-general-local-elections/

Candidates must be familiar with LECFA and its requirements. Candidates will be required to declare awareness and understanding of the Act and intent to comply with the requirements and restrictions of the Act, at the time of making the nomination declaration.

The *Local Elections Campaign Financing Act* is available online by visiting - <https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/14018>

Hard copies will be provided upon request by contacting the Deputy Chief Election Officer at 250-960-4415 or email election@rdffg.bc.ca.

The Guide to Local Elections Campaign Financing in B.C. is provided by Elections BC and is included in the nomination package. It is also available online at <https://elections.bc.ca/docs/lecfa/guide-to-local-elections-campaign-financing-in-bc-for-candidates-and-their-financial-agents.pdf>

The guide provides valuable information for local elections participants and outlines their responsibilities under the *Local Elections Campaign Financing Act*, including:

- Elections BC's role in local elections
- Shared roles under the *Local Elections Campaign Financing Act*
- Campaign financing periods
- Disclosure statements
- Financial agents
- Bank accounts
- Market value
- Campaign contributions
- Recording and disclosure requirements of other income

- Transfers
- Surplus campaign funds
- Expenses
- Election advertising
- Court order for relief, campaign financing offences and penalties

If you have any questions with regard to Campaign Financing please contact Elections BC's local elections campaign financing team at 1.800.661.8683 or email electoral.finance@elections.bc.ca

List of Electors

The Regional District of Fraser-Fort George does not register voters in advance so there is no voters list.

Voting Locations, Days, & Hours

General voting day is October 17, and an advance voting day will be held on October 7. Once the candidates have been declared, the locations and times for all voting places will be published on the Regional District's website – www.rdffg.ca/election. Mail Ballot voting will also be available.

Key Dates

Date	Event, Action or Deadline
January 1, 2026	Election period begins
March 10, 2026	Last day to meet six (6) month B.C. residency candidate requirement
April 16, 2026	Last day to meet six (6) month B.C. residency elector requirement on voting day
May 31, 2026	Campaign expense limits published
July 20, 2026	Pre-campaign period begins. Election advertising authorization requirements take effect
July 27, 2026	Nomination packages available
July 31, 2026	Deadline to apply to register an elector organization

Date	Event, Action or Deadline
September 1, 2026	Nomination period begins (9:00 AM)
September 11, 2026	Nomination period closes (4:00 PM). Declaration of candidates follows
September 15, 2026	End of challenge to nomination and endorsement period
September 18, 2026	Candidate nomination withdrawal deadline
September 19, 2026	Campaign period begins
September 21, 2026	Declaration of election by voting or by acclamation
October 7, 2026	Advance Voting Day
October 17, 2026	General Voting Day
October 30, 2026	Newly Elected Official Orientation Session (Sessions scheduled monthly through to March 2027)
November 18, 2026	Oath of Office Ceremony, 2:30 PM at the Regional District Office
November 19, 2026	Inaugural Board Meeting
January 15, 2027	Campaign financing disclosure statement filing deadline
February 16, 2027	Late filing deadline for disclosure statements with Elections BC with applicable late fee.

Electoral Areas Overview

Electoral Area A: Salmon River - Lakes

Electoral Area A, Salmon River – Lakes, is located northwest of Prince George. The area occupies 1,400 square kilometers and includes the rural communities of Salmon River, Ness Lake, Nukko Lake, Reid Lake, North Kelly Hobby Ranches and the Chief Lake/Pilot Mountain area.

Regional District services offered in Area A include fire services, 911 emergency response, community halls, street lighting, parks, solid waste management, sewage holding tanks and building inspection services. Volunteer Fire Departments are established in Ness Lake, Pilot Mountain and Salmon Valley.

Electoral Area C: Chilako River - Nechako

Area C occupies over 2,800 square kilometers and includes the rural communities of Mud River, Beverly, Miworth and West Lake. Region-wide services provided include solid waste management, 9-1-1 emergency response, fire services coordination, regional parks, land use planning, building inspection and heritage conservation.

The Regional District also operates the West Lake community sewer system. A volunteer fire department is located in Beverly, which also houses the Chilako/Nechako rescue agency. Regional Parks in Area C include Berman Lake off Highway 16 West and Wilkins Park near the community of Miworth.

Electoral Area D: Tabor Lake – Stone Creek

Located southeast of Prince George, Electoral Area D occupies 655 square kilometers and contains the rural communities of Tabor Lake, Pineview, Buckhorn, Red Rock and Stoner.

Region-wide services provided include solid waste management, 9-1-1 emergency response, fire services coordination, regional parks, land use planning, building inspection and heritage conservation.

The Regional District also operates the Blackburn water system and the Bendixon Road, Buckhorn and Tabor Lake community sewer systems. Street lighting is provided in communities where residents have opted to pay for the service. Volunteer fire departments are established in Buckhorn, Ferndale/Tabor, Pineview, Red Rock/Stoner and Shell-Glen.

Electoral Area E: Woodpecker - Hixon

Covering 629 square kilometers, Electoral Area E is located south of Prince George and contains the rural communities of Woodpecker and Hixon.

Region-wide services provided include solid waste management, 9-1-1 emergency response, fire services coordination, regional parks, land use planning, building inspection and heritage conservation.

Hixon has a volunteer fire department and a community hall operated by a non-profit society.

Electoral Area F: Willow River – Upper Fraser

Electoral Area F is located east of Prince George and occupies 12, 679 square kilometers and includes the communities of Shelley, Giscome, Willow River, Upper Fraser, Sinclair Mills, Longworth and Penny.

Region-wide services provided include solid waste management, 9-1-1 emergency response, fire services coordination, regional parks, land use planning, building inspection and heritage conservation.

Street lighting service and sewage holding tanks are provided in communities where residents have opted to pay for the service. Sinclair Mills has a community hall that is owned and operated by the Regional District. Area F has a Regional Park named after former resident Harold Mann located 50 kilometres northeast of Prince George on Eaglet Lake. The Eastline Community Facility Service includes a portion of Electoral Area F.

Electoral Area G: Crooked River - Parsnip

Electoral Area G occupies over 18,000 square kilometers stretching north of Prince George to the Pine Pass. Communities include Summit Lake, Bear Lake, McLeod Lake and Mackenzie.

Region-wide services provided include solid waste management, 9-1-1 emergency response, fire services coordination, regional parks, land use planning, building inspection and heritage conservation. Other Regional District Services are provided in communities where residents have opted to pay for them, including street lighting, the Azu Water System, the Bear Lake Cemetery, Ambulance Station, Water System and Recreation Facilities. The Community Hall in Bear Lake is owned and operated by the Regional District.

Regional Parks in Area G include John Dahl, located within the District of Mackenzie and Giscome Portage north of Prince George, site of the historic Huble Homestead.

Electoral Area H: Robson Valley - Canoe

Electoral Area H lies southeast of Prince George and includes the communities of Dome Creek, Crescent Spur, Dunster and Tête Jaune. Area H covers over 15,000 square kilometres.

Region-wide services provided include solid waste management, 9-1-1 emergency response, fire services coordination, regional parks, land use planning, building inspection and heritage conservation.

Other Regional District services such as library service, the Robson Valley and Canoe Valley Recreation Centres, Tete Jaune Cemetery, Arenas and TV Rebroadcasting are provided in those communities where residents have opted to pay for them. The Regional District owns and provides funds to operate the Dome Creek Recreation Facility and the Tete Jaune Community Hall.

Regional District Reports and Publications

The Regional District's website – www.rdffg.ca/reports includes documents such as:

- Strategic Priorities 2024 - 2028
- Regional Parks Plan 2020 – 2030
- 2026 – 2030 Financial Plan
- Approved 2026 Budget - 2026 – 2030 Financial Plan
- Regional Hospital District Financial Plan 2026 to 2040
- Regional Agriculture Strategy
- Cultural Plan 2023 – 2027
- Corporate Workplan 2026 - 2027

Additional Online Resources

Local Government Act -

https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/r15001_00

Community Charter -

https://www.bclaws.gov.bc.ca/civix/document/id/complete/statreg/03026_00

Province of BC – Local Government

<https://www2.gov.bc.ca/gov/content/governments/local-governments>

Province of BC – General Local Elections -

<https://www2.gov.bc.ca/gov/content/governments/local-governments/governance-powers/general-local-elections>

Elections BC - <http://elections.bc.ca/>

Union of BC Municipalities - <http://www.ubcm.ca>

Local Government in BC - A Community Effort (2015) -

<https://www.ubcm.ca/resources/education-training>

Electoral Area 'A' Salmon River - Lakes



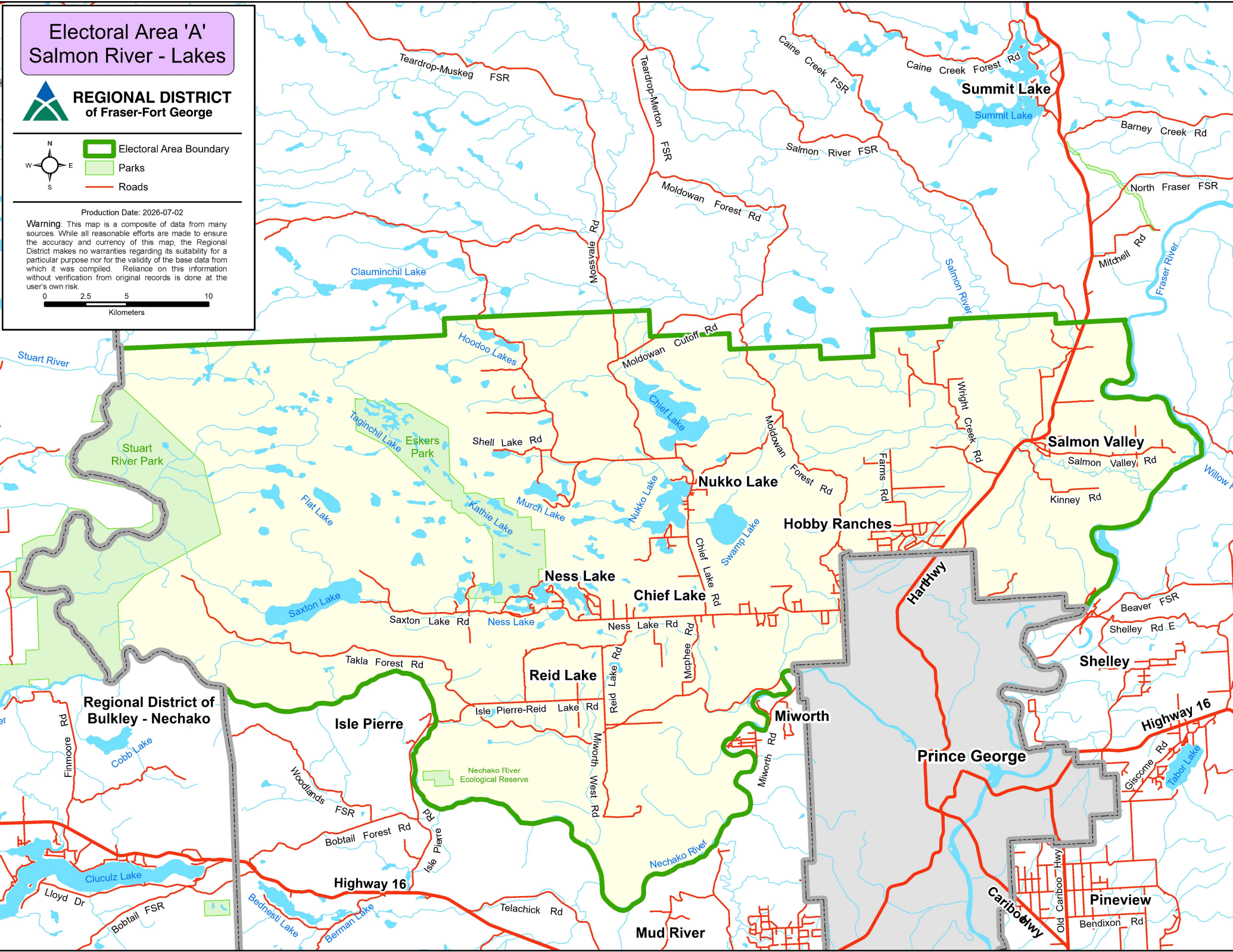
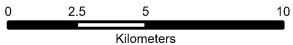
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of Fraser-Fort George**

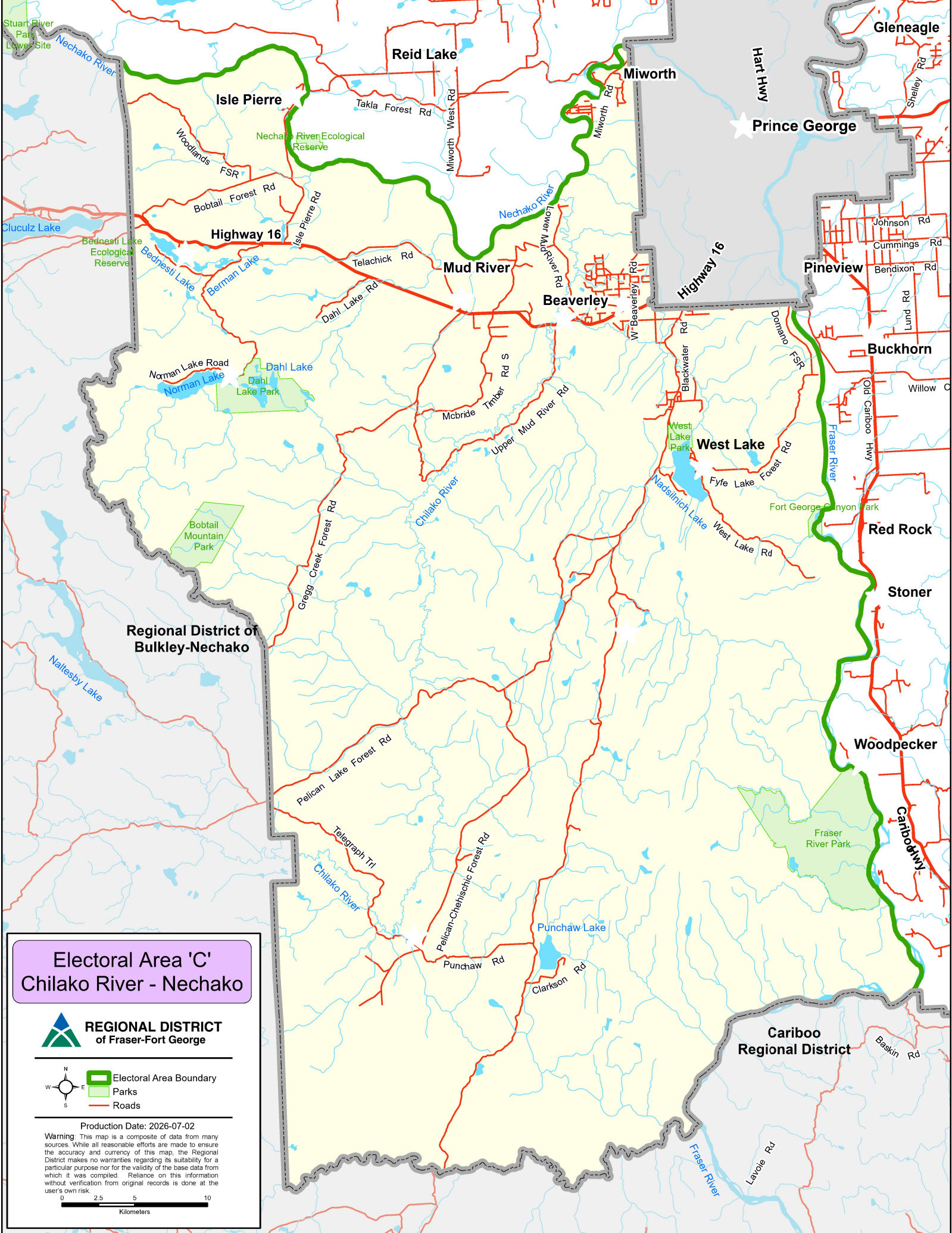


- Electoral Area Boundary
- Parks
- Roads

Production Date: 2026-07-02

Warning: This map is a composite of data from many sources. While all reasonable efforts are made to ensure the accuracy and currency of this map, the Regional District makes no warranties regarding its suitability for a particular purpose nor for the validity of the base data from which it was compiled. Reliance on this information without verification from original records is done at the user's own risk.





Electoral Area 'C'
Chilako River - Nechako



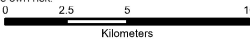
REGIONAL DISTRICT
of Fraser-Fort George



- Electoral Area Boundary
- Parks
- Roads

Production Date: 2026-07-02

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Electoral Area 'D' Tabor Lake - Stone Creek



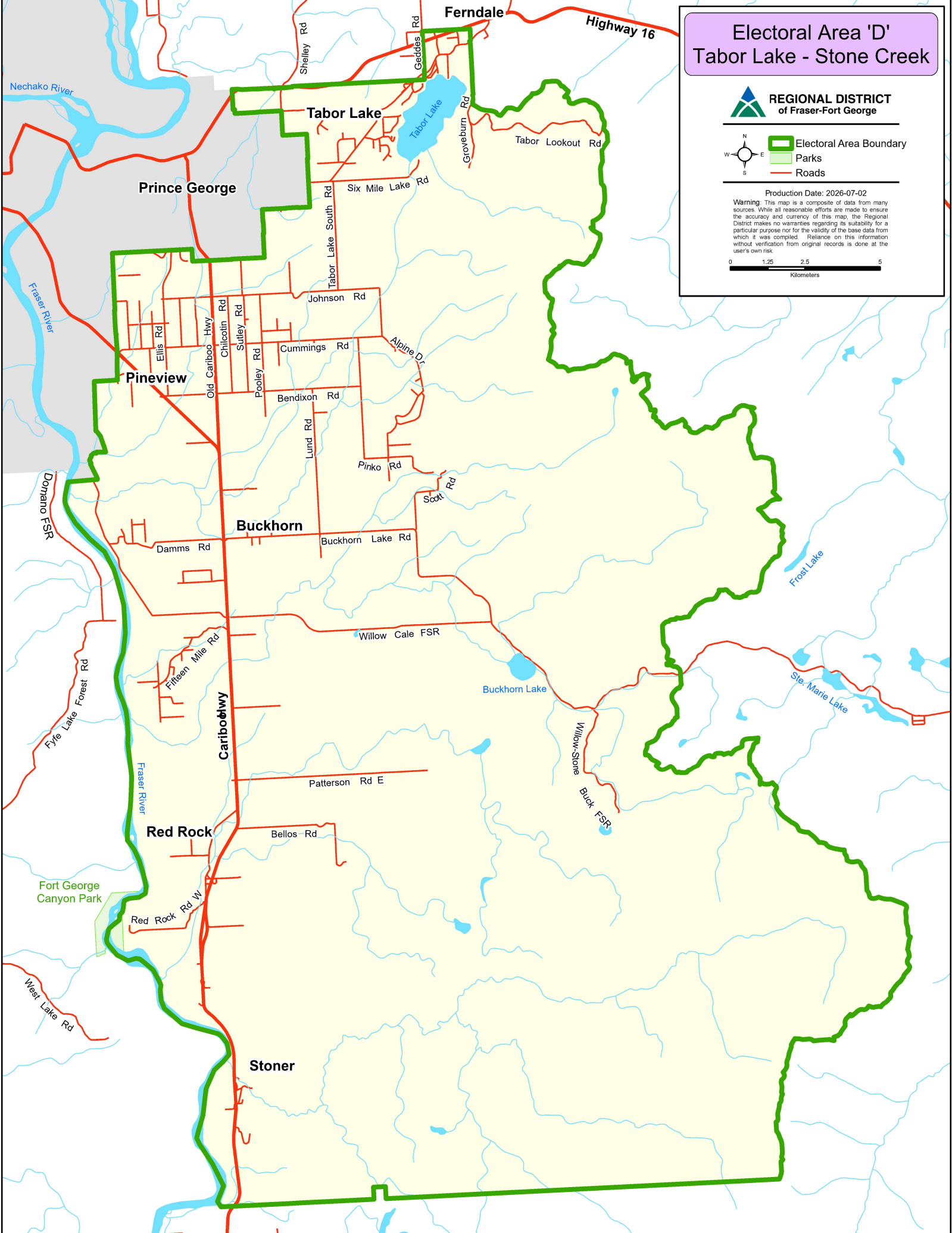
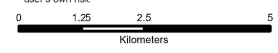
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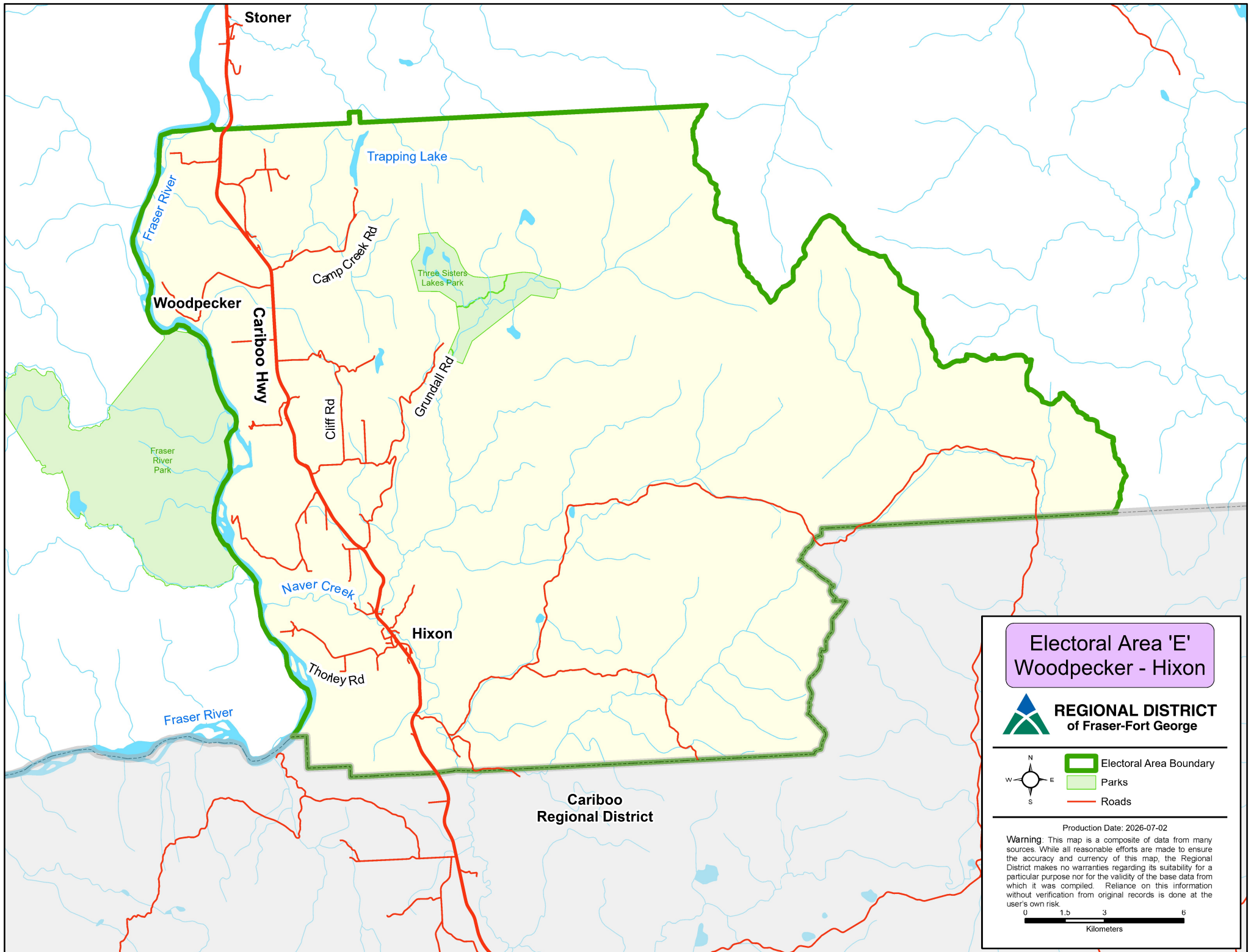


- Electoral Area Boundary
- Parks
- Roads

Production Date: 2026-07-02

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Electoral Area 'E' Woodpecker - Hixon



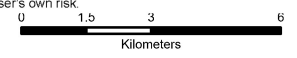
**REGIONAL DISTRICT
of Fraser-Fort George**



- Electoral Area Boundary
- Parks
- Roads

Production Date: 2026-07-02

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Electoral Area 'F'

Willow River - Upper Fraser



REGIONAL DISTRICT
of Fraser-Fort George



W N E S

 Electoral Area Boundary

 Parks

 Roads

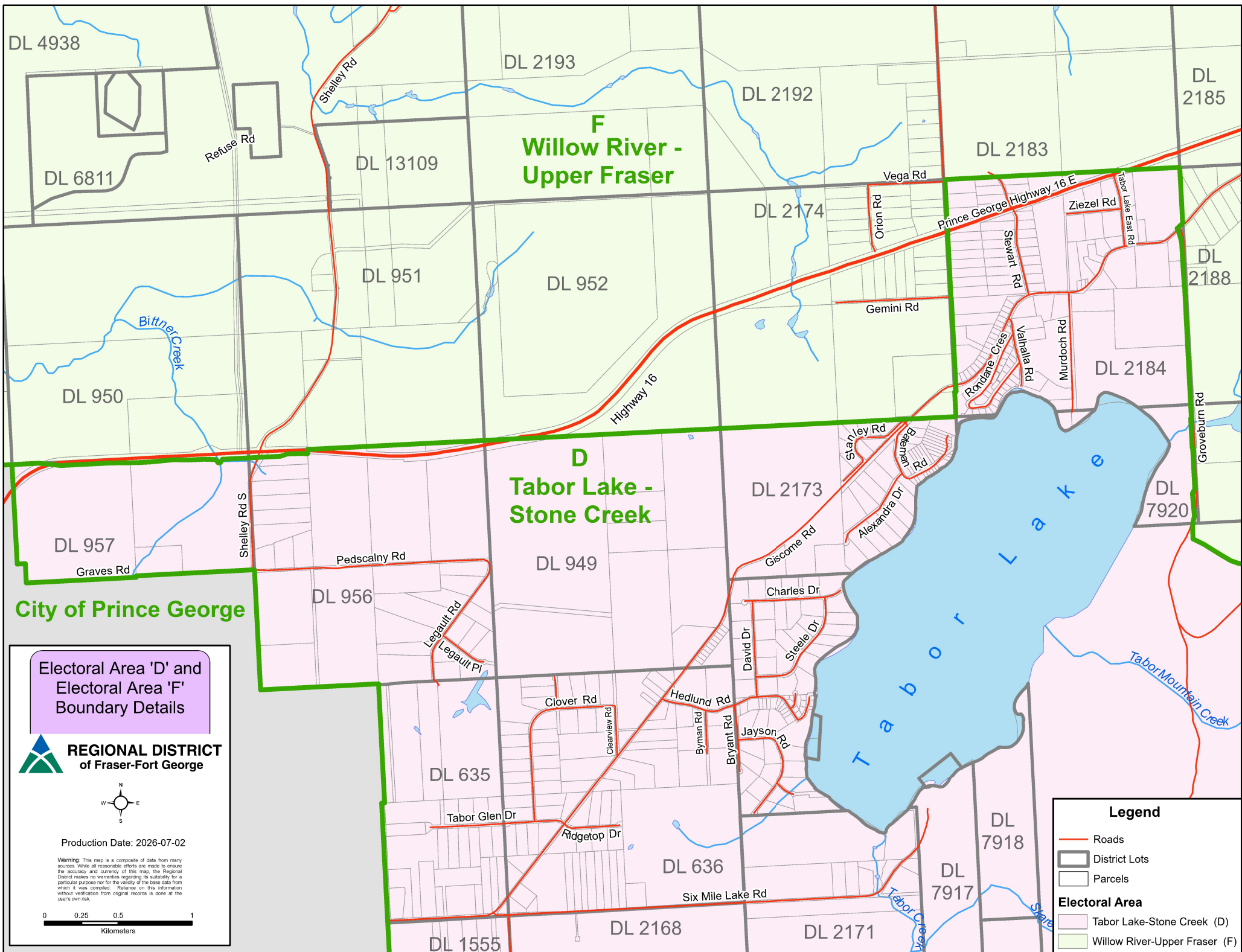
Production Date: 2026-07-02

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Kilometers

This map illustrates the Electoral Area 'F' (Willow River - Upper Fraser) within the Regional District of Fraser-Fort George. The area is bounded by a thick green line. Key geographical features include the Fraser River, Willow River, and various creeks such as the Seebach, Otter, and Knudsen. Several parks are highlighted in light green, including Wapiti Lake Park, Monkman Park, Arctic Pacific Lakes Park, Sugarbowl Grizzly Den Park, and Kakwa Park. Major roads like Highway 16 and Hartway are shown in red. The map also indicates neighboring regional districts: Peace River to the north and Cariboo to the south. A legend in the top right corner defines the symbols for the electoral area boundary, parks, and roads. A warning note and production date (2026-07-02) are also present.



Electoral Area 'G' Crooked River - Parsnip



REGIONAL DISTRICT
of Fraser-Fort George

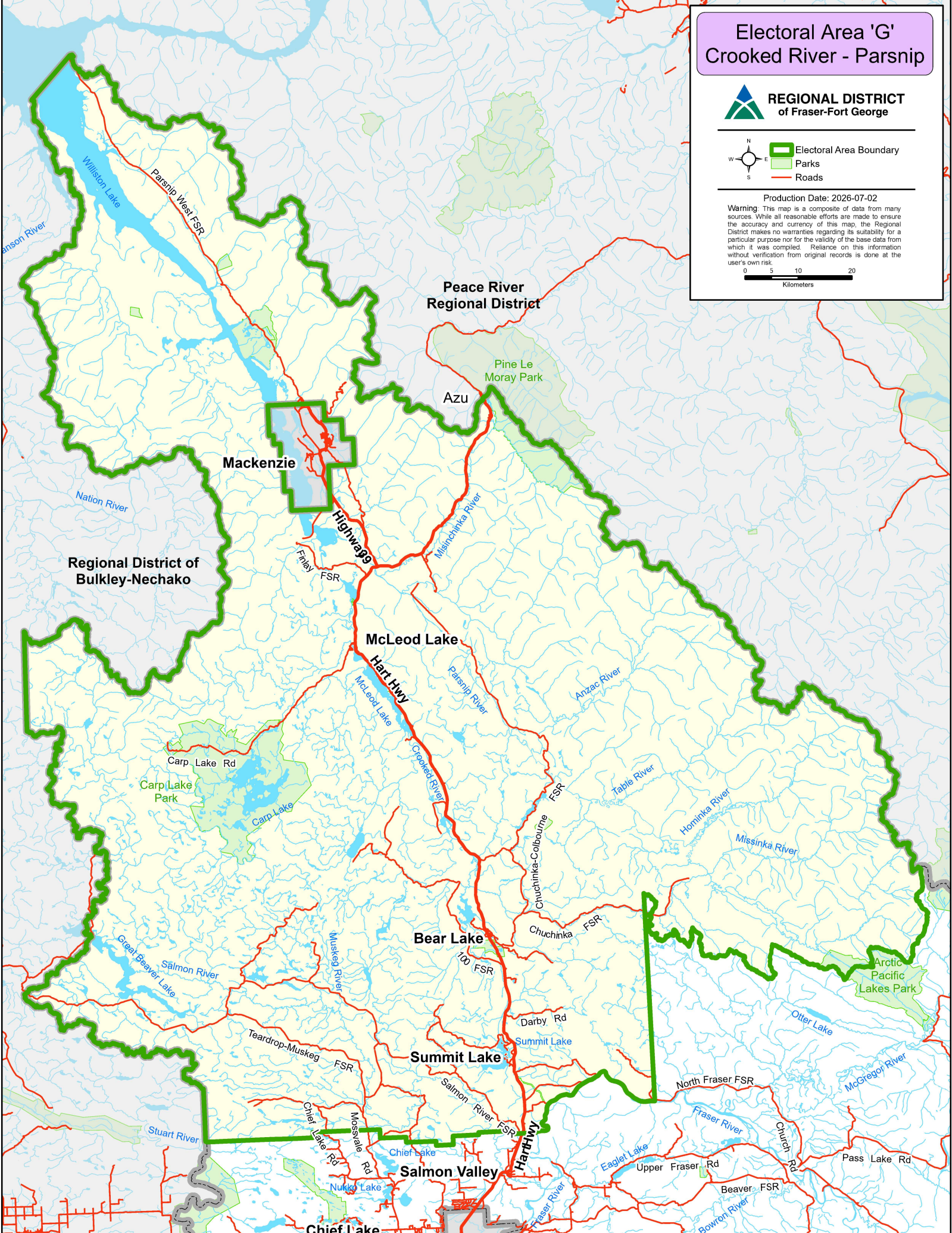


Electoral Area Boundary
 Parks
 Roads

Production Date: 2026-07-02

Warning: This map is a composite of data from many sources. While all reasonable efforts are made to ensure the accuracy and currency of this map, the Regional District makes no warranties regarding its suitability for a particular purpose nor for the validity of the base data from which it was compiled. Reliance on this information without verification from original records is done at the user's own risk.

0 5 10 20
Kilometers



Electoral Area 'H' Robson Valley - Canoe



Electoral Area Boundary

Parks

Roads

Production Date: 2026-07-02

Warning: This map is a composite of data from many sources. While all reasonable efforts are made to ensure the accuracy and currency of this map, the Regional District makes no warranties regarding its suitability for a particular purpose nor for the validity of the base data from which it was compiled. Reliance on this information without verification from original records is done at the user's own risk.

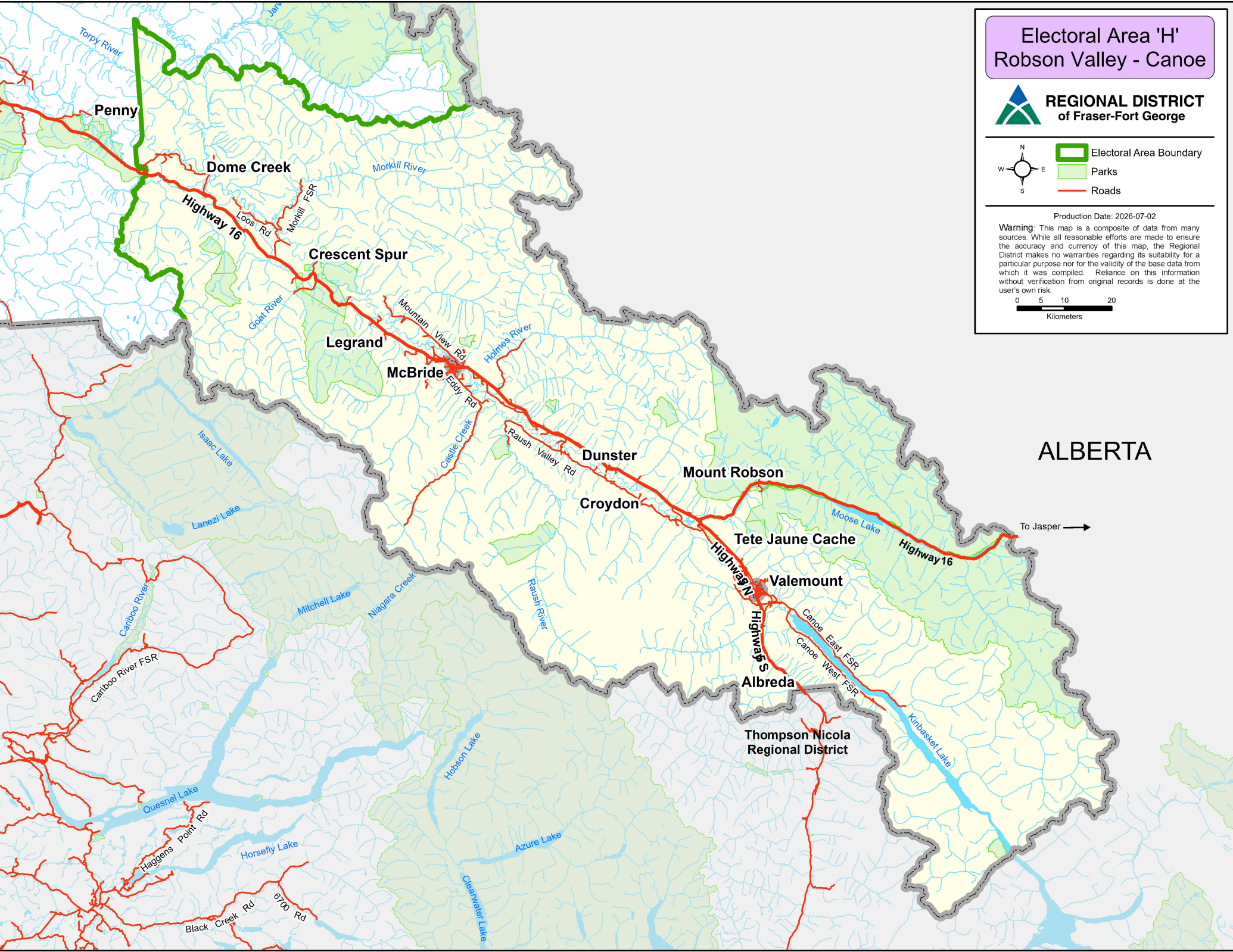
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5

10

20

Kilometers



ALBERTA

To Jasper →



REGIONAL DISTRICT of Fraser-Fort George

2026

Board Meeting Schedule

Regularly scheduled Board Meetings start at 1:30 pm in the Board Room,
2nd floor, 155 George Street, Prince George

January

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March

S	M	T	W	T	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April

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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July

S	M	T	W	T	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August

S	M	T	W	T	F	S
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September

S	M	T	W	T	F	S
		1	2	3	4	5
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Board Meetings
• June 18 in the Village of McBride

Inaugural Board Meeting

Committee of the Whole Budget Meetings

General Local Election

Statutory Holidays (office closed)

Conventions and Events

- BC Natural Resources Forum (January 20 to 22 in Prince George)
- Electoral Area Directors Forum (March 10 to 11 in Richmond)
- Local Government Leadership Academy (March 11 to 13 in Richmond)
- North Central Local Government Association (May 20 to 22 in Prince George)
- Federation of Canadian Municipalities (June 4 to 7 in Edmonton)
- Pacific Northwest Economic Region (July 19 to 23 in Edmonton)
- Union of BC Municipalities (September 14 to 18 in Vancouver)

Adopted November 20, 2025 and subject to change.



REGIONAL DISTRICT
of Fraser-Fort George

**PROCEDURE FOR
ELECTIONS AND
OTHER VOTING
BYLAW NO. 3264,
2022**

**CONSOLIDATED
VERSION**

as authorized by Bylaw Consolidation
Authorization Bylaw No. 2579, 2009

This bylaw has been consolidated to include the text and appendices of:

Amending Bylaw	Effective Date
Bylaw No. 3423, 2026	June 18, 2026

For reference to original bylaws, please contact:

Corporate Services
Regional District of Fraser-Fort George
155 George Street
Prince George, BC V2L 1P8
Telephone: 250.960.4400
Email: corporateservices@rdffg.bc.ca



**REGIONAL DISTRICT
of Fraser-Fort George**

BYLAW NO. 3264

**A BYLAW TO ESTABLISH THE PROCEDURES TO BE USED FOR
ELECTIONS AND OTHER VOTING**

WHEREAS the Regional District may, under the *Local Government Act*, determine the procedures and requirements to be applied to the conduct of elections as defined in this Bylaw;

AND WHEREAS the Regional District wishes to establish procedures and requirements to facilitate the participation and registration of electors, and the orderly conduct of voting under its authority;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1.0 Interpretation

1.1 In this bylaw, all definitions will be in accordance with the *Local Government Act*, except for the following:

“election” means an election as defined under Section 47 of the *Local Government Act*, an assent vote as defined under Section 169 of the *Local Government Act* and voting to seek the opinion of electors as provided for under Section 293 of the *Local Government Act*.

“Regional District” means the Regional District of Fraser-Fort George

“Regional District Main Office” means 155 George Street, Prince George, BC

“voting Jurisdiction” means:

- (a) an electoral area or part thereof;
- (b) a municipality or part thereof; or
- (c) any combination of paragraphs (a) and (b)

for which an election has been authorized.

1.0 Application

- 1.1. The provisions of this Bylaw apply to elections as defined in this Bylaw and includes elections for the Bear Lake Community Commission as provided for under Bear Lake Local Community Establishment Bylaw No. 1794, 1998, as amended.

2.0 Access to Election Documents by Electronic Means

AMENDED BY
SEC1A BL 3423

- 2.1. Pursuant to Sections 89(7), 89(8), and 89(8.1) of the *Local Government Act*, nomination documents received from all candidates for election of electoral area director or Bear Lake Community Commissioner will be made available on the Regional District website within forty-eight (48) hours of filing with the Chief Election Officer, and will remain available for a period of thirty (30) days after declaration of the election results. This availability is in addition to and in no way affects other access to such documents provided by the *Act*.

3.0 Availability of Disclosure Statements

- 3.1. From the time any information in a disclosure statement related to the Regional District or Bear Lake Community Commission is made available on the Elections BC authorized internet site pursuant to Section 58(1) of the *Local Elections Campaign Financing Act*, the Corporate Officer, in accordance with Section 59(1) of the *Local Government Act*, will:
 - 3.1.1. Make that information available for public inspection at the Regional District Main Office during regular office hours on request; and
 - 3.1.2. Ensure a link is provided on the Regional District website to connect to the information related to the Regional District of Bear Lake Community Commission provided on the Elections BC authorized internet site.

4.0 Elector Registration

- 4.1. For all elections a person may only register as an elector concurrently with an application for a ballot.

5.0 Additional General Voting Opportunities

- 5.1 The Chief Election Officer is authorized to establish additional general voting opportunities for general voting day for each election and to designate the voting places and set the voting hours, within the limits of Section 106(2) of the *Local Government Act*, for such voting opportunities.

6.0 Required Advance Voting Opportunities

- 6.1 As required under Section 107 of the *Local Government Act*:
 - 6.1.1 an advance voting opportunity is established on the 10th day before general voting day; and

- 6.1.2 as authorized under Section 107(2) of the *Local Government Act*, a second advance voting opportunity is not required to be held for elections in those electoral areas or the Bear Lake Community Commission service area when the population is 5,000 or less.

7.0 Additional Advance Voting Opportunities

- 7.1 The Chief Election Officer is authorized to establish additional advance voting opportunities for each election to be held in advance of general voting day and to designate the voting places, establish the date and the voting hours for those voting opportunities.

8.0 Special Voting Opportunities

- 8.1 The Chief Election Officer is authorized to provide a voting opportunity to electors who may otherwise be unable to vote in whatever manner deemed appropriate, including:
 - 8.1.1 the establishment of a special voting opportunity as authorized under Section 109 of the *Local Government Act* for each election and to designate the locations, dates and the voting hours within the limits of Section 109 of the *Local Government Act*, for the special voting opportunities; and
 - 8.1.2 the provision of mail ballot voting under Section 9.0 of this Bylaw.
- 8.2 Special voting opportunities under Section 8.1.1 of this Bylaw will be restricted to only residents, patients and staff of a location where the special voting opportunity has been established by the Chief Election Officer.
- 8.3 In the event there are no hospitals or long-term health care facilities within the voting jurisdiction the Chief Election Officer is authorized to not provide a special voting opportunity provided for under Section 8.1 of this Bylaw.
- 8.4 The Chief Election Officer is authorized to limit the number of candidate representatives who may be present at the special voting opportunity established under Section 8.1.1 of this Bylaw.

9.0 Mail Ballot Voting Opportunity

- 9.1 As authorized under Section 110 of the *Local Government Act*, voting may be done by mail ballot for any election subject to Section 9 of this Bylaw.
- 9.2 Once a mail ballot package has been issued and excepted by the Chief Election Officer or designate, the elector is deemed to have voted by mail ballot and is not permitted to vote at any other voting opportunity.
- 9.3 The procedures for mail ballot voting for elections will be as follows:

9.3.1 The Chief Election Officer will keep sufficient records to allow for challenges of the elector's right to vote that may be made in accordance with the intent of Section 126 of the *Local Government Act*.

9.3.2 A person exercising the right to vote by mail under the provisions of Section 110 of the *Local Government Act* may be challenged in accordance with, and on the grounds specified under Section 126 of the *Local Government Act*, until 5:00 p.m. two (2) days before general voting day.

9.3.3 In accordance with Section 110(4)(b) of the *Local Government Act*, the time limits in relation to voting by mail ballot will be determined by the Chief Election Officer.

AMENDED BY
SEC1C BL 3423

9.3.4 As provided for in the *Local Government Act*, a mail ballot shall be returned to the address printed on the outer envelope included in the mail ballot package or at an authorized drop off location established by the Chief Election Officer before the close of voting on general voting day in order to be counted for an election.

AMENDED BY
SEC1D BL 3423

9.3.5 Procedures for the conduct of mail ballot voting will be in accordance with those outlined in Section 110, subsections (5), (5.1), (6), (7), (8), (8.1) and (9) of the *Local Government Act*."

10.0 Resolution of Tie Votes After Judicial Recount

10.1 In the event a judicial recount of an election is held and the results of the election is a tie vote, the results of the election will be determined by lot in accordance with Section 151 of the *Local Government Act*.

11.0 General

11.1 Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto, as amended, revised, consolidated or replaced from time to time.

11.2 If any part, section, sentence, clause, phrase or word of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder which shall continue in full force and effect and be constructed as if the Bylaw had been adopted without the invalid portion.

12.0 Repeal

12.1 Election and Voting Procedure Bylaw No. 2900, 2014, amendments thereto, is hereby repealed in its entirety.

13.0 Citation

- 13.1 This bylaw may be cited for all purposes as “Election and Voting Procedures Bylaw No. 3264, 2022.

THIS BYLAW is a copy of Bylaw No. 3264, consolidated pursuant to Section 139 of the *Community Charter* and is printed on the authority of the General Manager of Legislative and Corporate Services of the Regional District of Fraser-Fort George.

“Maureen Connelly”

Maureen Connelly
General Manager of Legislative and Corporate Services
Date: June 25, 2026



REGIONAL DISTRICT
of Fraser-Fort George

**REGIONAL BOARD
REMUNERATION
BYLAW NO. 3119**

**CONSOLIDATED
VERSION**

as authorized by Bylaw Consolidation
Authorization Bylaw No. 2579, 2009

This bylaw has been consolidated to include the text and appendices of:

Amending Bylaw	Effective Date
Bylaw No. 3272	July 1, 2022

For reference to original bylaws, please contact:

Corporate Services
Regional District of Fraser-Fort George
155 George Street
Prince George, BC V2L 1P8
Telephone: 250.960.4400

Email: corporateservices@rdffg.bc.ca



**REGIONAL DISTRICT
of Fraser-Fort George**

BYLAW NO. 3119

**A BYLAW TO PROVIDE FOR THE REMUNERATION OF REGIONAL DISTRICT
DIRECTORS AND COMMITTEE MEMBERS**

WHEREAS the Regional District may, pursuant to Section 263 of the *Local Government Act*, exercise its corporate powers with respect to any service provided by the Regional District;

AND WHEREAS the Regional District wishes to continue providing remuneration to directors and members of committees for the performance of their duties;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

Definitions

1. In this bylaw, unless the context otherwise requires:

“annual indemnity” means the financial compensation to which a director is entitled by virtue of holding office.

“committee chair” means the person elected or appointed as the Chair of a Regional District standing committee or select committee.

“consumer price index” means the Consumer Price Index for British Columbia (all items) published by Statistics Canada.

“extra-territorial” means, with respect to a participating area, a municipality or electoral area which is not included in the Regional District's letters patent and, with respect to a director, the duly elected or appointed representative of an extra-territorial participating area.

“meeting” means:

- (a) a duly called meeting of the Regional Board held in accordance with the annual meeting schedule;
- (b) a duly called meeting of a Regional District standing committee or select committee; or
- (c) a special meeting of the Regional Board duly called in accordance with s. 793(3) of the *Local Government Act*.

“meeting rate” means the financial compensation to which a person is entitled for attendance at a meeting of the Regional Board or Board committee of which the person is a member.

“member” or **“committee member”** means a voting member of a standing committee, other than a director, alternate director or extra-territorial director.

“public consideration” means a public consideration as defined in Regional Board Procedure Bylaw No. 2372, 2007 but does not include a public consideration held in conjunction with a meeting.

“Regional Board” includes the Committee of the Whole.

Annual Indemnities

2. (1) In this section, **“director”** does not include an alternate director or extraterritorial director.
- (2) Every director shall be paid an annual indemnity in accordance with the terms of this bylaw. The rate shall be:
 - (a) \$13,400 for municipal directors, and
 - (b) \$20,680 for electoral area directors.
- (3) In addition to the rates set out in subsection 2:
 - (a) the Board Chair shall be paid an annual indemnity in the amount of \$18,500, and
 - (b) the Board Vice-Chair shall be paid an annual indemnity in the amount of \$3,190.
- (4) The annual indemnity to which a director is entitled shall be paid bi-weekly. The amount payable in any bi-weekly period shall be pro-rated in the event a director holds office for only a part of the period.
- (5) Commencing January 31, 2019 and annually on January 1st thereafter, the rates set out in sub-sections 2 and 3 shall be increased by a percentage equivalent to the change in the Consumer Price Index for the immediately preceding calendar year.

Meeting Rates

3. (1) Every director, extra-territorial director, alternate director, committee chair or committee member is entitled to make a claim for financial compensation in accordance with the schedule of meeting rates set out in Appendix “A”, attached to and forming part of this bylaw.

- (2) For clarity, a person may not make more than one claim for a meeting, regardless of the number of positions held.
- (3) Every alternate director or extraterritorial director who chairs a public consideration is entitled to make a claim for financial compensation in accordance with the provisions of Appendix "A".
- (4) For clarity, subsection (1) applies whether the attendance at a meeting is in person or by electronic means, provided that the attendance by electronic means is as authorized under Regional Board Procedure Bylaw No. 2372, 2007.

ADDED BY
SEC 1 BL 3272

Maternity and Parental Leave

- 4. (1) An Alternate Electoral Area Director attending meetings in place of the Electoral Area Member of the Board for the term of a parental or maternity leave under Policy RD-22-22, will be compensated as an Electoral Area Director for the term of the leave.
- (2) An Alternate Municipal Director attending meetings in place of the Municipal Member of the Board for the term of a parental or maternity leave under Policy RD-22-22 will be compensated as a Municipal Director for the term of the leave provided that written confirmation is provided to the Regional District Corporate Officer of the appointment of the one Alternate Municipal Director.

Extraterritorial Directors

- 5. Notwithstanding the restrictions set out in Appendix "A", an extraterritorial director is entitled to the appropriate meeting rate for attendance at a duly called committee meeting held on the same day as a regular or special meeting of the Regional Board, provided that the director is not entitled to vote at the Board meeting.

Remuneration Claims

- 6. A claim for remuneration shall not be considered until the claimant has completed, signed and submitted the claim on the prescribed form to the corporate officer.

Effective Date

- 7. This bylaw shall come into effect on the day after its adoption.

Repeal

8. Regional District Board Remuneration Bylaw No. 2382, 2007, and all amendments thereto, are hereby repealed.

Citation

9. This bylaw may be cited for all purposes as “Regional Board Remuneration Bylaw No. 3119, 2019”.

THIS BYLAW is a copy of Bylaw No. 3119, consolidated pursuant to Section 139 of the *Community Charter* and is printed on the authority of the General Manager of Legislative and Corporate Services of the Regional District of Fraser-Fort George.

"M. Connelly"

Maureen Connelly
General Manager of Legislative and Corporate Services
Date: February 19, 2026

Appendix "A"

Schedule of Meeting Rates¹

POSITION	MEETING TYPE			PUBLIC CONSIDERATIONS
	Regional Board		Select or Standing Committees	
	Regular	Special		
Electoral Area Director	—	\$120	\$120 ²	—
Municipal Director	—	\$120	\$120 ²	—
Extraterritorial Director	\$240	\$120	\$120	\$90
Alternate Director	\$240	\$120	\$120 ²	\$90
Committee Chair	—	—	\$120	—
Committee Member	—	—	\$120 ³	—

¹All rates are per meeting unless otherwise specified

²For meetings held other than on the day of a regular meeting of the Regional Board.

³For standing committee meetings only.

CORPORATE POLICY

Policy No.: RD-22-22
Policy Name: Director Maternity and Parental Leave
Effective Date: July 1, 2022 **Next Review:** June 30 2023

Purpose:	This Policy provides guidance on eligibility, process and principles for leaves under section 204(2) of the <i>Local Government Act</i> when a Member of the Board is an expecting or new parent with an objective to support Members of the Board that become parents during their term in office and to eliminate a barrier for individuals that wish to seek office as a Member of the Board.
Scope:	This Policy applies to the Regional District of Fraser-Fort George Board of Directors.
Authority:	The <i>Local Government Act</i> does not contemplate a situation where a Member of the Board would be on leave due to pregnancy or parental reasons. Section 204(1) of the <i>Local Government Act</i> provides as follows: <i>"Subject to subsection (2), a board member is disqualified from holding office in accordance with subsection (3) if the member is absent from board meetings for whichever of the following is the longer time period:</i> <i>(a) 60 consecutive days;</i> <i>(b) 4 consecutive regularly scheduled board meetings."</i> Section 204(2) of the <i>Local Government Act</i> provides, <i>"disqualification under subsection (1) does not apply if the absence is because of illness or injury or is with the leave of the board."</i>

Definitions:	"Board"	means	the Board of Directors of the Regional District
	"Board Meeting"	means	a regular or special Board meeting and includes Board committee meetings or meetings of other bodies to which they are appointed by the Board, closed or open, and public hearings or public consultations.
	"Parent"	means	A parent is defined as: a natural or adoptive parent; or a person who is in a relationship of some permanence with the natural or adoptive parent of the child and intends to treat the child as their own.
	"Maternity Leave"	means	Maternity Leave is leave entitlement for a person giving birth to a child and is as defined in the Employment Standards Act .
	"Member of the Board"	means	a Director that has been elected or appointed to the Board but does not include Alternate Directors.
	"Parental Leave"	means	Parental leave is leave entitlement for a parent and is as defined in the Employment Standards Act ...
	"Regional District"	means	the Regional District of Fraser-Fort George

Expiry Date:		Review Date:		Page 1 of 4
Version	Release Date	Notes		

Policy:	1. Members of the Board, as defined in this policy, will be entitled to Parental or Maternity Leave in accordance with this Policy.
General:	1. NOTICE OF LEAVE: Prior to taking maternity leave or parental leave, a Member of the Board must give six (6) weeks' written notice to the Chairperson and C Corporate Officer of their intention to do so. The Notice of Leave will include: - the start date of the leave and the expected return date; - information about any Board duties that the Member of the Board requests continue to perform during the leave; and - any workplace accommodations requested for the duration of the leave. No Board motion is required for approval of the leave. The Notice of Leave will fulfill the requirement of Section 204(2) of the <i>Local Government Act</i>.
	3. PRINCIPLES OF LEAVE By this policy, the Board confirms its intention to provide a leave approval based on the following: (a) A Member of the Board who takes leave pursuant to this policy shall not be disqualified from the Board by being absent from Board meetings during the leave. (b) If the Member of the Board is a municipal member, the municipality will provide to the Corporate Officer notice of a new appointment to the Board prior to the start of the leave. (c) A Member of the Board who takes maternity or parental leave pursuant to this Policy is not required to participate in Board meetings, as defined in this policy. (d) Despite being on maternity or parental leave, a Member of the Board may attend any meeting of the Board but may only exercise all rights and privileges of office in the absence of their Alternate Director or if confirmation has been received by the Corporate Officer from the member municipality that the Member of the Board remains as an appointee and the no other municipal appointee is in attendance in place of the Member of the Board on leave. Such exercise of rights and privileges of office will not affect the Board's leave approval.. (e) For the purposes of the minutes, a Member of the Board absent from a meeting due to maternity or parental leave, shall be recorded in the minutes as on approved leave, unless the Member's alternate is in attendance in their place.

Expiry Date:		Review Date:		Page 2 of 4
Version	Release Date	Notes		

	(f) During a Member of the Board's maternity or parental leave, the Board may authorize the temporary assignment of the Member's committee membership(s) or regional appointment(s). The Member of the Board shall provide written notice to the Chairperson and Corporate Officer of their intent to resume any of the Board-approved appointments. (g) All memberships and appointments will be returned to the Member of the Board at the end of their leave unless the membership(s) and appointment(s) expire before their return. (h) For the purposes of public contact, a Member of the Board's contact for staff and the public will be changed to "On Approved Leave". The Corporate Officer, or delegate, will work with the Member of the Board on leave to determine a suitable alternative contact.
	4. COMPENSATION AND BENEFITS: (a) During the maternity or parental leave, the Member of the Board will be compensated the difference between the EI benefit being received by the member and one hundred (100%) of their gross Board earnings. This benefit would be paid for the first seventeen (17) weeks of the leave, which includes the two (2) week EI waiting period. <u>Municipal Members</u> (i) if the Member of the Board is a Municipal Director appointed to the Board, compensation under the 4(a) will not apply if: - Parental or Maternity Leave is provided for by their respective Municipality; - the respective Municipality provides to the Regional District Corporate Officer a new appointment resolution with an effective date to replace the Municipal Director taking leave; All other provisions of this Policy will apply unless otherwise noted. (ii) an appointed Alternate Municipal Director who attends Board meetings on behalf of the Member of the Board on Leave, will receive remuneration per Remuneration Bylaw No. 3119, 2019. (iii) a new appointed Municipal Director in place of the Member of the Board on leave will receive remuneration per Remuneration Bylaw No. 3119, 2019. (b) While on maternity or parental leave, the Member of the Board will continue to participate in any benefit programs offered by the Regional District for which they have registered for.

Expiry Date:		Review Date:		Page 3 of 4
Version	Release Date	Notes		

No.:	RD-22-22
Name:	Director Maternity and Parental Leave

	(c) During the maternity or parental leave, the Member of the Board may request suspension of payment of the technology allowance during the period of the leave. (d) Compensation provided for in 4(a) will be funded under the budget of Board-1001. (e) An Alternate Electoral Area Director attending for the Electoral Area Member of the Board during the term of a parental or maternity leave under this Policy, will be compensated as an Electoral Area Director for the term of the leave per Remuneration Bylaw No. 3119, 2019.
Waiver	This policy or any portion thereof may be waived with a 2/3 majority vote of Directors.
Effective Date	This policy will take effect July 1, 2022.

7

Expiry Date:		Review Date:		Page 4 of 4
Version	Release Date	Notes		



REGIONAL DISTRICT
of Fraser-Fort George

CORPORATE POLICY

No.: RD-02-07

Date Approved: October 18, 2007

Date Amended: November 13, 2014

November 15, 2018

July 16, 2026

Name: Director Expense Reimbursement

Purpose:	To establish clear, consistent and transparent criteria for the reimbursement of expenses incurred by Regional District directors.
Authority:	Section 263 <i>Local Government Act</i> .
Scope:	This policy shall apply to all directors duly elected or appointed to the Regional District Board except as otherwise noted.

Definitions:	“director”	includes	an alternate director or extraterritorial director.
	“duties of office”	means	the duties, responsibilities and obligations imposed by a statute or regulation, or by a Regional District bylaw, policy or resolution.
	“expense”	means	a cost or charge borne by a director which benefits the Regional District.
	“learning opportunity”	means	a seminar, workshop or conference related to the duties as a director of an electoral area

Policy: Directors are entitled to claim reimbursement for reasonable expenses necessarily incurred in performing their duties of office in accordance with this policy.

- General:**
1. The duties of office for directors include attendance:
 - (a) at meetings of the Regional Board, Board committees and other Regional District committees of which the director is a member;
 - (b) at meetings of an external organization to which the director has been appointed by the Regional Board to represent the Regional District;
 - (c) at public considerations for which the authority to hold the public consideration has been delegated to that director;
 - (d) at meetings of an affiliate organization for which the area represented by the director has contributed to the cost of membership;
 - (e) at meetings with a Regional District manager or the Chief Administrative Officer at the request of that person or where required to meet a statutory requirement; and
 - (f) at meetings within a director’s jurisdictional area which, in the opinion of the director, are required for that director to perform the duties of office.

Review Date: October 2029

2. In addition to the duties of office as a director, the duties of office for the Chair include:
 - (a) officiating or participating in meetings and events as the spokesperson for the Regional District;
 - (b) attendance at the Regional District offices to execute documents requiring the Chair's signature; and
 - (c) attendance at the Regional District offices to meet with a director, the Chief Administrative Officer or a Regional District manager on matters of corporate interest.
3. When acting in the place of the Chair, the Vice-Chair shall be entitled to claim expenses on the same basis as the Chair.
4. Upon written request, the Board may authorize the reimbursement of expenses not otherwise covered by this policy.
5. Travel shall be compensated at a distance-based rate as set out in Schedule "A".
6. Travel time is not separately compensated unless authorized by Board resolution.
7. For the purposes of this policy, expenses directly related to the making of an Oath of Office shall be considered reimbursable.
8. The maximum amounts which may be claimed for travel and meeting expenses are set out on Schedule "A". Unless otherwise stated, all claims for reimbursement must be accompanied by receipts.
9. The maximum amounts which may be claimed for learning opportunities are set out on Schedule "B".
10. A claim for expense reimbursement shall not be considered until the claimant has completed, signed and submitted the claim on the prescribed form to the Corporate Officer or designate.
11. Claims for expense reimbursement will be paid after the expense is incurred and the prescribed form is submitted as per section 10.
12. This policy shall be reviewed once per term of office (every four years).

SCHEDULE "A"

Expense Reimbursement Rates

Part A – Transportation

- A1 Personal vehicle expenses are reimbursable based on mileage traveled. The reimbursement rates and mileage claim limits are equivalent to those established by the Province of British Columbia for in-province travel.
- A2 Expenses incurred for commercial air or ground transport are reimbursable at cost, provided that receipts are submitted and the cost does not exceed that which would be reimbursable for personal vehicle expenses including parking and toll charges.

Part B – Accommodation

- A3 Reimbursement of accommodation expenses is at cost and receipts are required.
- A4 In lieu of receipts, an accommodation allowance of \$45 per night may be claimed.

Part C – Meals & Sundry

- A5 Where an overnight stay is required, an allowance of \$100 per day may be claimed with adjustments for additional or missed meals as follows:
- | | | | | | |
|-----------|------|-------|------|--------|------|
| Breakfast | \$20 | Lunch | \$25 | Dinner | \$45 |
|-----------|------|-------|------|--------|------|
- A6 Where a per diem allowance does not apply, claims for meal expenses must be accompanied by receipts if the cost exceeds the rate shown in paragraph A5. The name of any other parties included for the meal expense must be recorded on the receipt or expense claim.

SCHEDULE “B”

Learning Opportunities

1. The Regional District budgets for various learning opportunities for Electoral Area Directors each year. Electoral Area directors may attend these learning opportunities by communicating their intent to register with Administration.
2. Electoral Area Directors may attend a learning opportunity related to their duties as an Electoral Area Director and not otherwise identified in this Policy as follows:
 - (a) Each Electoral Area Director may expend up to \$3,000 per calendar year, without prior authorization of the Board, to attend a learning opportunity.
 - (b) To expend funds under clause 2(a) of this Policy, an Electoral Area Director must complete and submit the prescribed expense form to the Corporate Officer or designate.
3. For learning opportunities not identified in this Policy under sections 1 and 2 above, Electoral Area Directors require approval from the Chair or CAO to ensure budget availability and relevance to Regional District operations prior to registration.
4. Registration costs will be paid at actual cost, along with the required travel costs, in accordance with this Policy.



REGIONAL DISTRICT
of Fraser-Fort George

CORPORATE POLICY

No.: A-13

Date Approved: January 19, 2012

Date Amended: July 16, 2026

Name: Technology Expenses for Directors

Purpose:	To provide a standardized allowance and reimbursement framework for technology-related expenses incurred by Directors in the performance of their duties, ensuring clarity, transparency, and alignment with current practices.
Authority:	<i>Local Government Act (sec. 798).</i>
Scope:	This policy shall apply to all directors on the Regional Board. This policy shall not apply to alternate directors.

Definitions: “**technology**” means telephones, cellular telephones, computers, printers, and similar communication or computing devices, including related peripherals and supplies.

“**cellular telephone**” means means mobile communication devices, including smartphones and similar devices.

- Policy:**
1. Directors who wish to participate in the technology allowance program shall submit a completed application in the form attached as Schedule “A”. A separate application is required for each term of office.
 2. Participating Directors shall receive a monthly allowance of \$100.00, paid in arrears. The allowance is intended to cover all technology-related expenses, including communication services, devices, maintenance, and supplies.
 3. Each Director is eligible to receive a one-time reimbursement of up to \$1,700 per four-year term for the purchase of a laptop, notebook, tablet, or similar device required to perform their duties.
 - a) Reimbursement will require receipts and will be processed in accordance with administrative procedures.
 - b) Municipal Directors are not eligible for this reimbursement where a technology allowance or device has been provided by their municipality for the same purpose.
 - c) This reimbursement is in addition to the monthly technology allowance that a Director may apply for, as outlined under Section 2 above.
 4. The Regional District may provide technology devices to the Chair and Vice Chair where deemed appropriate.
 5. Directors may withdraw from the program at any time by providing written notice to the General Manager of Financial Services.

Expiry Date Ongoing

Review Date: October 2029

- General:**
1. The monthly allowance shall be prorated based on the effective date of enrollment or withdrawal.
 2. The monthly allowance is provided in lieu of individual expense claims and receipts are not required for the monthly allowance; however, receipts are required for the one-time device reimbursement.
 3. This policy shall be reviewed once per term, ideally one year prior to a general local election, to ensure it remains aligned with best practices.

SCHEDULE "A"

APPLICATION FOR REIMBURSEMENT OF TECHNOLOGY EXPENSES

To: General Manager of Financial Services

In accordance with applicable policies of the Regional District, I wish to be enrolled in the Director's monthly technology expense reimbursement program. In submitting this application, I understand and accept the following conditions:

1. Any allowance received is deemed to cover all business expenses incurred by me for telecommunication and computer devices, related services and supplies of any kind whatsoever.
2. I may terminate my participation in this program at any time by submitting written notice to the General Manager of Financial Services.

Dated this _____ day of _____, 202__.

Director Name (please print)

Director Signature

CORPORATE POLICY

Policy No.: RD-23-24

Policy Name: Code of Conduct

Effective Date: March 24, 2023

Next Review: March, 2024

Purpose:	To promote and to set a shared standards of conduct of elected Members of governing bodies of the Regional District of Fraser-Fort George.
Scope:	This Code of Conduct applies to elected and appointed Members of governing bodies of the Regional District of Fraser-Fort George which includes: ➤ Regional District of Fraser-Fort George Board of Directors ➤ Established Standing Committees ➤ Established Select Committees ➤ Community Consultation Committees ➤ Cemetery Board of Trustees ➤ Bear Lake Community Commission ➤ Other committees established by the Regional Board
Authority:	<i>Community Charter</i> Section 113(1) ➤ requires Board to consider Code of Conduct and provides considerations <i>BC Reg. 136/22</i> Principles of Code of Conduct ➤ provides for prescribed principles of code of conduct <i>Local Government Act</i> ➤ sets out purpose of regional district, roles and responsibilities of elected officials and specific obligations of a regional district <i>Workers Compensation Act</i> and <i>BC Human Rights Act</i> ➤ requires local government to meet their obligations as employers to ensure the health and safety of their employees and to address and prevent inappropriate behaviour Administrative Policy A-07-22 Respectful Workplace

Definitions:	“Foundational Principles of Responsible Conduct”	means	The principles of responsible conduct prescribed under Principles for Codes of Conduct Reg. 136/22 : ➤ Integrity ➤ Accountability ➤ Respect ➤ Leadership and Collaboration and includes the Standards of Conduct
	“Member”	means	A director or a commissioner that has been elected or appointed to a governing body identified under the Scope of this Policy, and includes alternate directors
	“Regional Board”	means	Regional District of Fraser-Fort George Board of Directors

Expiry Date:		Review Date:	March 2024	Page 1 of 8
Version	Release Date	Notes		
1	March 23, 2023			

No.:	RD-23-24
Name:	Code of Conduct

	“Respectful Conduct”	means	Conduct and behaviour that is based on the Foundational Principles of Responsible Conduct, associated standards of conduct and which is respectful, ethical, accountable, responsible, transparent and open.
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Policy:	1. The Regional District of Fraser-Fort George is committed to being a leader in regional governance by establishing and, as Members, committing to shared minimum expectations for conduct and behaviour that is based on the Foundational Principles of Responsible Conduct and which is respectful, ethical, accountable, responsible, transparent and open.
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General:	1. Members are expected to recognize and acknowledge that: a. Responsible conduct is essential to providing good governance for the Regional District of Fraser-Fort George; b. Responsible conduct is based on the Foundational Principles of Responsible Conduct; c. Members are required to conduct themselves to the highest ethical standards by being an active participant in ensuring that the Foundational Principles of Responsible Conduct and associated Standards of Conduct set out in this Policy are followed and adhered to in discharging their duties and fulfilling their obligations. By signing the Acknowledgment of Code of Conduct attached hereto as Appendix “C” and forming part of this Policy.
	2. The Code of Conduct established under this Policy is intended to be viewed as a guideline that collectively expresses the standards of conduct expected of Members. It is each Member’s individual responsibility to uphold the letter and spirit of the Code of Conduct established under this Policy, in their dealings with other elected officials, employees and the public.
	3. Members will conduct themselves in accordance with the law.
	4. The Code of Conduct established under this Policy is intended to be developed, interpreted and applied by Members in a manner that is consistent with all applicable Federal and Provincial law, as well as the bylaws and policies of the Regional District of Fraser-Fort George, the common law and any other legal obligations that apply to Members individually or as a collective governing body.

Expiry Date:		Review Date:	March 2024	Page 2 of 8
Version	Release Date	Notes		
1	March 23, 2023			

	5. The Foundational Principles of Responsible Conduct are as set out in Appendix “A” attached hereto and forming part of this Policy.
	6. The Standards of Conduct are as set out in Appendix “B” attached hereto and forming part of this Policy.
	7. The Code of Conduct established under this Policy will be: a. included in the Directors’ Handbook; b. included in Orientation following each General Local Election and as required; c. made available on the Regional District of Fraser-Fort George’s website; and d. made available to the public upon request as a routine document.
	8. Members, employees, members of the public or external organizations who identify or witness behavior or an activity of a Member that they believe is in contravention of the Code of Conduct established under this Policy may choose to address the behavior or activity themselves as follows: a. advise the Member that the behaviour or activity contravenes the Code of Conduct; b. encourage the Member to stop the behaviour or activity; c. if unresolved, keep a written record of the behaviour or activity incident and i. in the case of an employee, a Member or a member of the public identifying or witnessing the behaviour or activity, advise the Chair and Vice-Chair of the Regional Board in writing of the concern, comments made to the Member and the Member’s response. d. The Chair and Vice-Chair of the Regional Board will review a complaint and determine the next steps to be taken utilizing the principles of procedural fairness, including: i. Notice i. within a reasonable time frame, the respondent will be provided: 1. information regarding the complaint against the respondent; and 2. a written outline of the full process and next steps determined under section (d) of this Policy. ii. Opportunity for respondent to be heard: i. the respondent will be provided a reasonable opportunity to be heard and respond to the complaint; iii. Impartial decision-maker: i. the Regional Board as a whole will determine the outcome of the complaint;

Expiry Date:		Review Date:	March 2024	Page 3 of 8
Version	Release Date	Notes		
1	March 23, 2023			

	ii. if the Chair or Vice-Chair of the Regional Board is a party to the complaint, they will remove themselves from the process; iii. if a Member of the Regional Board is a party to the complaint, they will remove themselves from the process; iv. at the time of each complaint, the Regional Board may: a. request from Administration the options available for imposing a sanction, including whether or not the breach is to the extent that the respondent is disqualified from holding office; or b. choose to retain a third, impartial party to investigate a contravention of the Code iv. Timeliness; i. a complaint will be reviewed and investigated without unnecessary delay; ii. any meetings of the Chair and Vice-Chair of the Regional Board will be scheduled at a time convenient to the complainant and the respondent; iii. if a complaint proceeds to the Regional Board for a decision, the respondent will receive not less than one week's notice of the date and time of the meeting. v. Clear and meaningful reasons for decision: i. the respondent will be provided written notification of decision, whether or not the complaint is pursued, including reasons for the decision. e. Confidentiality will be maintained throughout the entire complaint process, including reporting, investigating, determining and decision-making.
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Expiry Date:		Review Date:	March 2024	Page 4 of 8
Version	Release Date	Notes		
1	March 23, 2023			

Appendix “A”

Foundational Principles of Responsible Conduct

Integrity - Conducting oneself honestly and demonstrating strong ethical principles. Conduct under this principle upholds the public interest.

Respect – Valuing the perspectives, wishes, and rights of others resulting in an environment of trust.

Accountability – An obligation and willingness to accept responsibility or to account for one’s actions and decisions.

Leadership and Collaboration – An ability to lead, listen to, and positively influence others while encouraging individuals to come together to create or meet a common goal through collective efforts.

Expiry Date:		Review Date:	March 2024	Page 5 of 8
Version	Release Date	Notes		
1	March 23, 2023			

Appendix “B”

Standards of Conduct

Integrity: Integrity is demonstrated by the following conduct:

- Members will be open and truthful in all local government dealings, while protecting confidentiality where necessary.
- Members will behave in a manner that promotes public confidence, including actively avoiding any perceptions of conflicts of interest, improper use of office, or unethical conduct.
- Members will act in the best interest of the public and community.
- Members will ensure actions are consistent with the shared principles, values, policies, and bylaws collectively agreed to by the council or board.
- Members will demonstrate the same ethical principles during both meetings that are open and closed to the public.
- Members will express sincerity when correcting or apologizing for any errors or mistakes made while carrying out official duties.

Respect: Respect is demonstrated through the following conduct:

- Members will treat elected officials, staff, and the public with dignity, understanding, and respect.
- Members will acknowledge that people’s beliefs, values, ideas, and contributions add diverse perspectives.
- Members will create an environment of trust, including displaying awareness and sensitivity around comments and language that may be perceived as offensive or derogatory.
- Members will refrain from any form of discriminatory conduct against another elected official, staff, or the public.
- Members will honour the offices of local government and fulfill the obligations of Chair and Director dutifully.
- Members will recognize and value the distinct roles and responsibilities of local government staff.
- Members will call for and expect respect from the community towards elected officials and staff.
- Members will ensure that public statements and social media posts that concern other elected officials, staff, and the public are respectful.

Accountability: Accountability is demonstrated through the following conduct:

- Members will be transparent about how elected officials carry out their duties and how the governing bodies conduct business.
- Members will ensure any information and decision-making processes are accessible to the public while protecting confidentiality where necessary.
- Members will correct any mistakes or errors in a timely and transparent manner.

Expiry Date:		Review Date:	March 2024	Page 6 of 8
Version	Release Date	Notes		
1	March 23, 2023			

No.: RD-23-24
Name: Code of Conduct

- Members will accept and uphold that the governing body is collectively accountable for local government decisions, and that individual elected officials are responsible and accountable for their behaviour and individual decisions.
- Members will listen to and consider the opinions and needs of the community in all decision making and allow for public discourse and feedback.
- Members will act in accordance with the law, which includes, but is not limited to, the statutes, bylaws, and policies that govern local government.

Leadership and Collaboration: Leadership and collaboration is demonstrated through the following conduct:

- Members will demonstrate behaviour that builds public confidence and trust in local government.
- Members will provide considered direction on regional district policies and support colleagues and staff to do the same.
- Members will educate colleagues and staff on the harmful impacts of discriminatory conduct and take action to prevent this type of conduct from reoccurring if necessary.
- Members will create space for open expression by others, take responsibility for one's own actions and reactions, and accept the decisions of the majority.
- Members will advocate for shared decision-making and actively work with other elected officials, staff, the public, and other stakeholders to achieve common goals.
- Members will foster positive working relationships between elected officials, staff, and the public.
- Members will commit to building mutually beneficial working relationships with neighbouring First Nations to further advance reconciliation efforts.
- Members will positively influence others to adhere to the foundational principles of responsible conduct in all local government dealings.

Expiry Date:		Review Date:	March 2024	Page 7 of 8
Version	Release Date	Notes		
1	March 23, 2023			

No.: RD-23-24
Name: Code of Conduct

Appendix "C"



CODE OF CONDUCT ACKNOWLEDGEMENT

The Regional District of Fraser-Fort George Board of Directors and the Fraser-Fort George Regional Hospital District Board of Directors have adopted Policy RD-23-24 – Code of Conduct. The Policy provides the conduct and behaviour expectations for Members of Regional District governing bodies identified in the Policy. Under the Policy Members are asked to sign this document acknowledging they have been made aware of, have read and that they understand the expectations of the Code of Conduct established under the Policy.

1. I understand that as a Member as defined under Policy RD-23-24 – Code of Conduct I am subject to the expectations set out under the Policy.
2. I recognize and acknowledge that responsible conduct is essential to providing good governance for the Regional District of Fraser-Fort George.
3. I recognize and acknowledge that responsible conduct is based on the Foundational Principles of Responsible Conduct.
4. I recognize and acknowledge that as a Member I am required to conduct myself to the highest ethical standards by being an active participant in ensuring that the Foundational Principles of Responsible Conduct and associated Standards of Conduct set out in Policy RD-23-24 Code of Conduct are followed and adhered to in discharging my duties and fulfilling my obligations as an elected official.
5. I recognize and acknowledge that it is my individual responsibility to uphold the letter and spirit of the Code of Conduct set out under Policy RD-23-24 in my dealings with other elected officials, staff and the public.

By signing below I, _____ acknowledge that I have read and understand the expectations outlined in Policy RD-23-24 – Code of Conduct.

(Signature of Member)

Date: _____

Expiry Date:		Review Date:	March 2024	Page 8 of 8
Version	Release Date	Notes		
1	March 23, 2023			