



PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING MINUTES

DATE: November 20, 2014

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: Directors Absent
Director Goodings, Meeting Chair Director Schembri
Director Hadland
Director Hiebert

Staff

Chris Cvik, Chief Administrative Officer

Kim Frech, Chief Financial Officer

Shannon Anderson, Deputy Chief Administrative Officer (11:30 a.m.)

Trish Morgan, Manager of Community Services

Bruce Simard, General Manager of Development Services

Diana Mitchell, Recording Secretary

Call to Order The Chair called the meeting to order at 10:00 a.m.

ADOPTION OF AGENDA:

November 20, 2014

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee agenda for the November 20, 2014
meeting, be adopted as follows:

1. CALL TO ORDER: Director Goodings to Chair Meeting
2. DIRECTORS' NOTICE OF NEW BUSINESS:
3. ADOPTION OF AGENDA:
4. MINUTES:
M-1 Rural Budgets Administration Committee Meeting Minutes of October 16, 2014.
5. BUSINESS ARISING FROM THE MINUTES:
6. DELEGATIONS:
D-1 Mike McConnell, President, Peace River Regional Cattleman's
Association
Re: Interim report on Peace River Livestock Protection Pilot Program
7. CORRESPONDENCE:
C-1 October 27, 2014 Funding Amendment from the Buick Community Club.
C-2 October 28, 2014 Funding Amendment from the Kings Valley Christian Society.
C-3 NEAT – Food Secure Kids Program
 - a) October 29, 2014 email from Karen Mason-Bennett, NEAT, regarding additional information the Rural Budgets Administration Committee requested following its October 16, 2014 meeting.
 - b) (for reference) October 16, 2014 Rural Budgets Administration Committee Agenda item: September 18, 2014 letter from Neat regarding the Food Secure Kids Program.

ADOPTION OF AGENDA: continued

- C-4 North Peace Senior Housing Society
 - a) November 6, email from Kimberly Wilson, North Peace Seniors Housing Society, regarding additional information the Rural Budgets Administration Committee requested following its October 16, 2014 meeting.
 - b) (for reference) October 16, 2014 Rural Budgets Administration Committee Agenda item: September 17, 2014 letter from the North Peace Seniors Housing Society
- C-5 November 7, 2014 letter from Urban Systems regarding Fort St. John receiving facility contingency option.
- 8. REPORTS:
 - R-1 November 17, 2014 report from Shannon Anderson, regarding additional funding for Charlie Lake Lagoon upgrades.
 - R-2 November 14, 2014 report from Jill Rickert, regarding 2014 Volunteer Appreciation Banquet.
 - R-3 November 14, 2014 report from Kim Frech regarding the Kelly Lake Lift Station.
- 8. REPORTS: (continued)
 - R-4 November 13, 2014 report from Jill Rickert regarding the October 18, 2014 World Café Workshop.
 - R-5 Financial Report – October 2014
- 9. BUSINESS ITEM
 - B-1 Discussion: regarding use of Directors' signatures
- 10. NEW BUSINESS:
- 11. ADJOURNMENT:

CARRIED.

ADOPTION OF MINUTES:

- M-1 ADOPTION OF MINUTES
October 16, 2014
RBAC Minutes
MOVED by Director Hiebert, SECONDED by Director Hadland,
That the Rural Budgets Administration Committee Meeting Minutes of October 16, 2014
be adopted.

CARRIED.

DELEGATIONS:

- D-1 Peace River Livestock Protection Program
Peace River Regional
Cattlemen's
Association
Mike McConnell, President, Peace River Regional Cattlemen's Association, reported
that in the past two years the Livestock Protection Program has reduced the number of
predators affecting livestock. He added that the program has been working well and is
considered to be successful. It was noted that the Cattlemen's Association would like
to see the program continue.

CORRESPONDENCE:

- C-1
Buick Community Club
– Funding Amendment
MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve the funding amendment
from the Buick Community Club requesting reallocation of \$3,046.04 from 2010
Grants-in-Aid funds to go toward projects in 2015.

CARRIED.

CORRESPONDENCE: continued

C-2
Kings Valley Christian
Camp Society –
Funding Amendment

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve the funding amendment
from the Kings Valley Christian Camp Society requesting reallocation of \$3,238.98
from 2014 Grants-in-Aid funds to go toward payment of having a reserve storage tank
installed.

CARRIED.

C-3
NEAT – Food Secure
Kids Program

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve \$1,875 each from Electoral
Areas B, C, D and E Fair Share, for a total of \$7,500 to the Northern Environmental
Action Team (NEAT) to fund the Food Secure Kids-In Class Agricultural Education
Program in 3 North Peace and 3 South Peace rural schools; further, that Electoral Area
Directors be invited to attend a Food Secure Kids classroom lesson; and, further, that
following delivery of the program NEAT provide the Regional District with feedback in
report form.

CARRIED.

Director Hadland requested that the topic “agricultural education” be included for
discussion at the Regional Board Strategic Planning Session.

C-4
North Peace Seniors
Housing Society re:
Funding

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the September 17, 2014 request from the North Peace Seniors Housing Society
regarding a funding request toward Phase 2 of the North Peace Care Centre be
referred to staff to report on financial options.

CARRIED.

Director Hadland requested that the topic “affordable seniors housing is essential” be
included for discussion at the Strategic Planning Session.

C-5
Fort St. John receiving
facility

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve construction of a temporary
storage lagoon to accept septic and holding tank waste, until a trucked waste facility is
commissioned; and approve Option 2 up to \$600,000 from Rural Loan Fund Interest go
toward this project.

CARRIED.

REPORTS:

R-1
Charlie Lake Lagoon
Upgrade re: Funding

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve all remaining Electoral Area
C Fair Share funds budgeted to complete upgrades to the Charlie Lake collection
system and lift station, be allocated to the Charlie Lake Lagoon Upgrade Project.

CARRIED.

REPORTS: continued

R-1
Charlie Lake Lagoon
Upgrade re: Funding

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve an additional Electoral Area C Fair Share allocation of \$350,000 to cover anticipated budget shortfalls in the upgrade to the Charlie Lake Lagoon system.

CARRIED.

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve an additional Gas Tax allocation of \$350,000 to cover anticipated budget shortfalls in the upgrade to the Charlie Lake Lagoon system.

CARRIED.

R-3
Kelly Lake Lift Station

MOVED by Director Hiebert, SECONDED by Director Hadland,
That the Rural Budgets Administration Committee approve an Electoral Area D Fair Share commitment of up to \$15,000 for the repairs and replacement of equipment at the Kelly Lake Sewer Lift Station.

CARRIED.

MOVED by Director Hiebert, SECONDED by Director Hadland,
That the Rural Budgets Administration Committee approve an Electoral Area D Fair Share commitment of up to \$15,000 for the purchase of a spare back-up pump for the Kelly Lake Sewer Lift Station.

CARRIED.

R-4
World Café Workshop

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the World Café Workshop be held again next year.

CARRIED.

R-5
Financial Report –
October 2014

The October 2014 Financial Report was reviewed. Comments were as follows:

Grant-in-Aid

- Staff will provide information on North Peace Fall Fair funding commitments
- Staff will provide an update on the status of the North Peace Lighthouse Association
- Staff will provide an update on the status of the Hats n' Chaps Gymkana Club

Fair Share

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the remaining Fair Share commitment of \$93.04 to the Moberly Lake Community Association, for connection to the Moberly Lake Fire Hall's emergency back-up generator, be written off as the project is complete.

CARRIED.

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the remaining Fair Share commitment of \$386.27 to the Moberly Lake Volunteer Fire Department, for fencing around the generator and wet well pumping station at the Moberly Lake Fire Hall, be written off as the project is complete.

CARRIED.

- Staff will provide an update on the status of building inspection of the Clearview Arena crawl space.

R-5
Financial Report –
October 2014
(continued)

Fair Share (continued)

- Staff will combine the Charlie Lake Sewer upgrade commitment items on the Financial Report

MOVED by Director Goodings, SECONDED by Director Hadland,
That the Electoral Area B and Electoral Area C Fair Share commitments toward the City of Fort St. John water system upgrades be removed.

CARRIED.

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve release of remaining funds for the Livestock Protection Program.

CARRIED.

MOVED by Director Goodings, SECONDED by Director Hadland,
That the Rural Budgets Administration Committee approve an additional Electoral Area B Fair Share commitment of \$500,000 to Rural Gasification.

CARRIED.

MOVED by Director Hiebert, SECONDED by Director Hadland,
That the remaining Grants from Loan Fund Interest commitment of \$3,308.27 for the Rural Sewage System Study (AECOM) be written off as the project is complete.

CARRIED.

MOVED by Director Hiebert, SECONDED by Director Hadland,
That the remaining Gas Tax commitment of \$3,308.27 for the Rural Sewage System Study (AECOM) be written off as the project is complete.

CARRIED.

BUSINESS ITEM:

B-1
Directors' signatures

It was noted that Electoral Area Directors' signatures will be utilized on letters notifying clubs, associations and other groups of grant approvals.

ADJOURNMENT

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the meeting adjourn.

CARRIED.

The meeting adjourned at 12:27 p.m.