



# PEACE RIVER REGIONAL DISTRICT

## RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING MINUTES

DATE: January 16, 2014

PLACE: Regional District Office Boardroom, Dawson Creek, BC

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

Staff  
Kim Frech, Chief Financial Officer  
Trish Morgan, Manager of Community Services  
Diana Mitchell, Recording Secretary

Call to Order                      The Chair called the meeting to order at 11:15 a.m.

### DIRECTORS NOTICE OF NEW BUSINESS:

### ADOPTION OF AGENDA:

#### ADOPTION OF AGENDA

MOVED by Director Schembri, SECONDED by Director Hiebert,  
That the Rural Budgets Administration Committee agenda for the January 16, 2014 meeting, including additional items for the agenda, be adopted as amended:

1. **CALL TO ORDER: Director Hadland**
2. **DIRECTORS' NOTICE OF NEW BUSINESS:**
3. **ADOPTION OF AGENDA:**
4. **MINUTES:**  
M-1 Rural Budgets Administration Committee Meeting Minutes of November 21, 2013.
5. **BUSINESS ARISING FROM THE MINUTES:**
6. **DELEGATIONS:**
7. **CORRESPONDENCE:**  
C-1 For Ratification: Approved by consensus November 28, 2013.  
November 27, 2013 letter from the Whiskey Jack Nordic Ski Club requesting a loan from the PRRD to pay its invoice to the Western Economic Diversification Fund.  
C-2 December 10, 2013 Funding Amendment from the Golata Creek Recreation Society requesting \$3,364.74 from 2012 GIA funds to go toward placement of electric radiant style heaters and electrical upgrade in the Golata Creek Hall.  
C-3 January 2, 2014 Funding Amendment from the Cache Creek Community Club requesting \$3,159.65 from 2005 GIA funds to purchase a tent for arena activities.  
C-4 December 31, 2013 Funding Amendment from the Cecil Lake Recreation Commission requesting \$1,270.41 from 2010 GIA funds to go toward a pop dispensing machine and bar upgrades for the hall.

ADOPTION OF AGENDA: continued

- C-5 January 9, 2014 letter from Danyell Dutka, Team Manager, Dawson Creek Juvenile Girls Curling Team, requesting financial assistance for her daughter Taylor Dutka's travel to Alberta Provincials, February 28 – March 2, 2014 in High River, Alberta.
- C-6 Annexation Impact Study Phase 2 – Final Draft Report October 2013.
- C-7 Federation of Canadian Municipalities Annual Conference and Trade Show May 30-June 2, 2014 Niagara Falls, ON (authorization for a Director to attend – conference agenda is not available yet).
- C-8 November 19, 2013 letter from UBCM regarding the Gas Tax Agreement Community Works Fund payment.
- C-9 Thank you from Devereaux Elementary School students, teachers and PAC.

Handout

- C-10 Sponsorship for the March 15-21, 2014 Female Bantam Championship in Fort St. John, BC - hosted by the Clearview Colts.

8. **REPORTS:**

- R-1 Review of Rural Budgets Administration Committee policies.
- R-2 Fair Share Allocation – Discussion (no written report)
- R-3 Paperless agendas for EADC and RBAC – Discussion (no written report)
- R-4 Financial Report – November 2013.

Handouts

- R-5 January 15, 2014 report from Jill Rickert regarding Moberly Lake and District Golf Club.
- R-6 January 15, 2014 report from Jill Rickert regarding Sunset Prairie Recreation Commission – unused 2011 and 2012 GIA Funds.
- R-7 January 16, 2014 report from the Electoral Area Directors' Committee regarding the UBCM Electoral Area Directors Meetings February 4 & 5, 2014 and the Local Government Leadership Academy Forum February 5 & 7, 2014.

9. **NEW BUSINESS:**

10. **DIARY:**

11. **ADJOURNMENT:**

ADOPTION OF MINUTES:

M-1  
November 21, 2013  
RBAC Minutes

ADOPTION OF MINUTES

MOVED by Director Goodings, SECONDED by Director Hiebert,  
That the Rural Budgets Administration Committee Meeting Minutes of November 21,  
2013 be adopted.

CARRIED.

BUSINESS ARISING:

NEW BUSINESS: Handouts R5, R6, R7, C10

CORRESPONDENCE:

C-1  
Whiskey Jack Nordic  
Ski Club - Loan

MOVED by Director Goodings, SECONDED by Director Hiebert,  
That the Rural Budgets Administration Committee ratify a \$20,000, from the Rural Loan  
Fund, to the Whiskey Jack Nordic Ski Club to go toward payment of its invoice to claim  
the grant from Western Economic Diversification Fund.

CARRIED.

CORRESPONDENCE: continued

C-2  
Golata Creek  
Recreation Society  
Funding Amendment

MOVED by Director Goodings, SECONDED by Director Hadland,  
That the Rural Budgets Administration Committee approve the December 10, 2013  
Funding Amendment Application from the Golata Creek Recreation Society requesting  
\$3,364.74 from its 2010 Grant-in-Aid funds to go toward placement of electric radiant  
style heaters and electrical upgrade in the Golata Creek Hall.

CARRIED.

C-3  
Cache Creek  
Community Club  
Funding Amendment

MOVED by Director Goodings, SECONDED by Director Hiebert,  
That the Rural Budgets Administration Committee approves the January 2, 2014  
Funding Amendment Application from the Cache Creek Community Club requesting  
\$3,159.65 from its 2005 Grant-in-Aid funds to purchase a tent for arena activities.

CARRIED.

C-4  
Cecil Lake Recreation  
Commission Funding  
Amendment

MOVED by Director Goodings, SECONDED by Director Hiebert,  
That the Rural Budgets Administration Committee approve the December 31, 2013  
Funding Amendment Application from the Cecil Lake Recreation Commission  
requesting \$1,270.41 from 2010 Grant-in-Aid funds to go toward a pop dispensing  
machine and bar upgrades for the hall.

CARRIED.

C-5  
Dawson Creek  
Juvenile Girls Curling  
Team – funding  
request

MOVED by Director Schembri, SECONDED by Director Hiebert,  
That the Rural Budgets Administration Committee approve a \$500.00 Electoral Area E  
travel grant to the Dawson Creek Juvenile Girls Curling Team to go toward Taylor  
Dutka's travel to Alberta Provincials in High River, February 28 to March 2, 2014.

CARRIED.

C-6  
Annexation Impact  
Study Phase 2

Director Hadland requested staff submit 'Annexation' as a topic for discussion at the  
February 4 & 5, 2014 Electoral Area Directors' Meeting in Richmond.

C-8  
Gas Tax Agreement

It was noted that staff will provide information on the new rates for the Gas Tax  
Agreement's Community Works Fund program at the next Rural Budgets meeting.

C-10  
Female Bantam  
Championships 2014

MOVED by Director Goodings, SECONDED by Director Schembri,  
That the Rural Budgets Administration Committee approve Gold Sponsorship of \$1,500,  
from Electoral Area B BC Rail, to Clearview Minor Hockey for the Female Bantam  
Championship tournament, March 15-21, 2014 in Fort St. John.

CARRIED.

REPORTS:

R-1  
RBAC Policies review

MOVED by Director Goodings, SECONDED by Director Schembri,  
That the Rural Budgets Administration Committee approve updates to the Rural  
Budgets Administration Committee Fair Share Policies as revised by the Committee.

CARRIED.

R-2  
Fair Share Allocation

It was noted that staff will provide information on optional scenarios for the Fair Share  
allocation.

R-4  
Financial Report

The Financial Report was reviewed with the following being noted:  
Staff will:

- provide Director Hiebert with background information on the Rolla Ratepayers;
- provide Director Goodings with some history on the establishment of the Rose  
Prairie Curling Rink; and
- ensure that the Charlie Lake Community Club is aware they have Fair Share  
funds to use.

R-5  
Moberly Lake and  
District Golf Club

MOVED by Director Schembri, SECONDED by Director Goodings,  
That the Rural Budgets Administration Committee approve returning the unused 2011  
Grant-in-Aid funding allocation for the Moberly Lake and District Golf Club, in the  
amount of \$8,195.36, to Electoral Area E to reduce the tax requisition in 2014.

CARRIED.

R-7  
Electoral Area  
Directors Meeting and  
Local Government  
Leadership Academy

MOVED by Director Goodings, SECONDED by Director Schembri,  
That the Electoral Area Directors be authorized to attend the UBCM Electoral Area  
Directors Meeting, February 4 & 5, 2014; and the Local Government Leadership  
Academy Forum, February 5 & 7, 2014 in Richmond, BC.

CARRIED.

ADJOURNMENT

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

CARRIED.

The meeting adjourned at 3:00 p.m.