



PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING MINUTES

DATE: February 20, 2014

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: Directors

Director Hiebert, Meeting Chair
Director Goodings
Director Schembri

Absent

Director Hadland

Staff

Kim Frech, Chief Financial Officer
Trish Morgan, Manager of Community Services
Bruce Simard, General Manager of Development Services (Item R-1)
Diana Mitchell, Recording Secretary

Call to Order The Chair called the meeting to order at 1:05 p.m.

DIRECTORS NOTICE OF NEW BUSINESS:

Handouts - C9, C10, R5

- Director Goodings - Electoral Area B Library grant
- Electoral Area B \$50,000 Increase to the Legislative Electoral Area Budget

ADOPTION OF AGENDA:

ADOPTION OF AGENDA

MOVED by Director Goodings, SECONDED by Director Schembri,
That the Rural Budgets Administration Committee agenda for the February 20, 2014 meeting, including new business and additional items for the agenda, be adopted as amended:

1. CALL TO ORDER:
2. DIRECTORS' NOTICE OF NEW BUSINESS:
3. ADOPTION OF AGENDA:
4. MINUTES:
M-1 Rural Budgets Administration Committee Meeting Minutes of January 16, 2014.
5. BUSINESS ARISING FROM THE MINUTES:
6. DELEGATIONS:
7. CORRESPONDENCE:
 - C-1 For Ratification: FSJ Airport Subdivision - Reallocation of Fair Share funds.
 - C-2 January 29, 2014 Grant Application from Bear Mountain Nordic Ski Association requesting funds toward third year of a 3-year project to clear trails.
 - C-3 2014-2015 Membership Invoice from FCM (Federation of Canadian Municipalities).
 - C-4 NCLGA Annual Membership Dues.
 - C-5 2014 UBCM Annual Dues.
 - C-6 February 4, 2014 email from Mike McConnell, Peace River Regional Cattlemen's Association requesting information to continue the Livestock Protection Pilot Program.
 - C-7 January 21, 2014 thank you letter from the British Columbia Women's Institute.
 - C-8 Thank you and invitation from the Whiskey Jack Nordic Ski Club.

ADOPTION OF AGENDA: continued

7. CORRESPONDENCE: continued
 - Handouts
 - C-9 February 15, 2014 Grant request application from the Tomslake and District Volunteer Fire Department.
 - C-10 February 19, 2014 correspondence from the BC Women's Institute regarding a funding request.
8. REPORTS:
 - R-1 February 7, 2014 report from Bruce Simard regarding discontinuation of the Rural Onsite Sewage Pilot Study.
 - R-2 January 26, 2014 chart from Kim Frech regarding options for distribution of Fair Share to Electoral Areas.
 - R-3 February 13, 2014 report from Jeff Rahn regarding Rolla Dyke upgrade funding.
 - R-4 January 2014 Financial Report.
 - Handout
 - R-5 February 20, 2014 report from Trish Morgan regarding Recreational and Cultural Grants-in-Aid Application Reviews
9. NEW BUSINESS:
 - NB-1 Electoral Area B Library Grant
 - NB-2 Electoral Area B \$50,000 Increase to Rural Budget
10. DIARY:
11. ADJOURNMENT:

ADOPTION OF MINUTES:

M-1
January 16, 2014
RBAC Minutes

ADOPTION OF MINUTES

MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee Meeting Minutes of January 16, 2014
be adopted.

CARRIED.

BUSINESS ARISING: None

CORRESPONDENCE:

C-1
Fort St. John Airport
Subdivision
reallocation of funds

MOVED by Director Goodings, SECONDED by Director Schembri,
That the Rural Budgets Administration Committee ratify approval of reallocation of
\$7,970.57 remaining from the Fort St. John Airport Subdivision Water Main Project and
\$4,589.40 from the Fort St. John Airport Subdivision Water PVR Valve Project for a
total of \$12,559.97 to go toward the Fort St. John Subdivision Leakage Costs &
Detection project.

CARRIED.

C-2
Bear Mountain Nordic
Ski Association grant
request

MOVED by Director Goodings, SECONDED by Director Hadland,
That the Rural Budgets Administration Committee approve a \$10,000 Electoral Area D
Fair Share Grant and a \$4,000 Electoral Area E Fair Share Grant, for a total of \$14,000
to the Bear Mountain Nordic Ski Association, toward the third year of a three-year
project to clear 25 kilometers of ski trails.

CARRIED.

- C-3
FCM Membership
- MOVED by Director Goodings, SECONDED by Director Schembri,
That the Rural Budgets Administration Committee approve payment of \$3,440.79 from the Legislative Electoral Areas Budget – Membership, to the Federation of Canadian Municipalities for membership fees and travel fund, for the period of April 2014 to March 2015.
- CARRIED.
- C-4
NCLGA Membership
Dues
- MOVED by Director Goodings, SECONDED by Director Schembri,
That the Rural Budgets Administration Committee approve payment of \$21,401.87 from the Legislative Electoral Areas Budget-Membership, to the North Central Local Government Association for 2014 annual membership dues.
- CARRIED.
- C-5
UBCM Annual Dues
- MOVED by Director Schembri, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee approve payment of \$10,415.35 from the Legislative Electoral Areas Budget-Membership, to the Union of British Columbia Municipalities for 2014 annual membership dues.
- CARRIED.
- C-6
Livestock Protection
Pilot Program
- MOVED by Director Goodings, SECONDED by Director Schembri,
That the Rural Budgets Administration Committee approve \$50,000 each from Electoral Area B, C, D and E Fair Share toward continuation of the Livestock Protection Program.
- CARRIED.
- C-8
Whiskey Jack Nordic
Ski Club re: new
Beatton Park Trails
- It was noted that Director Hadland will attend the dedication event of the new park trails at Beatton Provincial Park on Saturday, February 22nd.
- C-9
Tomslake & District
Volunteer Fire
Department
- MOVED by Director Hiebert, SECONDED by Director Schembri,
That the Rural Budgets Administration Committee approve allocation of up to \$20,000 from the Gas Tax fund to the Tomslake & District Volunteer Fire Department to go toward the purchase and installation of a natural gas furnace in the fire hall.
- CARRIED.
- C-10
BC Women's Institute
funding request
- MOVED by Director Goodings, SECONDED by Director Schembri,
That the Rural Budgets Administration Committee authorize the release of the remaining balance of BC Rail funds, \$1,146.78, approved at the November 21, 2013 Rural Budgets Meeting, to the BC Women's Institute to go toward payment of an invoice from Wendy Holm for fees associated with Site C Clean Energy Project Environmental Impact Assessment.
- CARRIED.

REPORTS:

R-1
Rural Onsite Sewage
Pilot Study – re:
discontinuance

MOVED by Director Goodings, SECONDED by Director Schembri,
That the Rural Budgets Administration Committee approve cancellation of the \$75,000
committed from the Rural Loan Fund and the \$75,000 committed from the Gas Tax
Fund in February 2011 to go toward a Rural Onsite Sewage Pilot Study, as the project
is being discontinued considering private enterprise and homeowner demand has
begun to stimulate the use of alternative onsite sewer systems without the need for
investment of public funds.

CARRIED.

R-2
Options for distribution
of Fair Share to
Electoral Areas

MOVED by Director Goodings, SECONDED by Director Schembri,
That the Rural Budgets Administration Committee approves the distribution of Fair
Share funds for the Electoral Areas remain at equal distribution amongst the four
Electoral Areas.

CARRIED.

R-3
Rolla Dyke upgrade
funding

MOVED by Director Hiebert, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee approve a \$5,000 Electoral Area D
Fair Share grant for the installation of a debris trap as part of the Rolla Dyking system.

CARRIED.

R-5
2014 Recreational &
Cultural GIA
application reviews

Sub-Regional Grants-in-Aid:
MOVED by Director Schembri, SECONDED by Director Goodings,
That upon review of the Sub-Regional Grants-in-Aid applications by the Electoral Area
'D' Director and Electoral Area 'E' Director, the Rural Budgets Administration
Committee refer the following organizations to the Sub-Regional Recreational and
Cultural Grants-in-Aid allocation meeting on Wednesday, April 16, 2014 at the Dawson
Creek's Sportsman's facility:

- 1) Bessborough Community Club
- 2) Cutbank Community Club
- 3) Dawson Creek Sportman's Club
- 4) Dawson Creek Youth Centre/The ARK
- 5) Doe River Recreation Commission
- 6) Farmington Community Association
- 7) Groundbirch Recreation Commission
- 8) Hats N/ Chaps Gymkhana
- 9) Kiskatinaw Fall Fair Association
- 10) McLeod Recreation & Social Services Society
- 11) Rolla Ratepayers
- 12) Sunset Priage Recreation
- 13) Swan Lake Enhancement Society
- 14) Tomslake Cultural Community Association
- 15) Tomslake Recreation Commission
- 16) Tupper Community Club

CARRIED.

REPORTS: continued

R-5
2014 Recreational &
Cultural GIA
application reviews
(continued)

Cutbank Community Hall:
MOVED by Director Hiebert, SECONDED by Director Goodings,
That a letter be forwarded to the Cutbank Community Hall thanking them for their application and advising them that their request to be reimbursed for up to \$1,500 for debt from 2013 has been declined. However, they may continue to apply for up to \$11,945.24 in operational costs and insurance in 2014 from Grants-in-Aid.

CARRIED.

Doe River Recreation Commission:
MOVED by Director Hiebert, SECONDED by Director Schembri,
That the Rural Budgets Administration Committee approve a Gas Tax grant in the amount of up to \$2,600.00 for the Doe River Recreation Commission for the purpose of septic tank upgrades and that the maximum allowable Grants-in-Aid request by the group be set at \$10,542.07 in 2014 for property upgrades and operations.

CARRIED.

Farmington Community Association:
MOVED by Director Hiebert, SECONDED by Director Goodings,
That a letter be forwarded to the Farmington Community Association thanking them for their application and letting them know that their request to be reimbursed for up to \$2,610 remaining debt from the purchase of a lawnmower in 2013 has been declined. However, they may continue to apply for up to \$7,390.00 in operational costs, insurance and general upkeep costs in 2014.

CARRIED.

Hats N' Chaps Gymkhana:
MOVED by Director Hiebert, SECONDED by Director Schembri,
That the Rural Budgets Administration Committee approve Fair Share grants in the amount of up to \$15,800 from Electoral Area 'D' and up to \$3,950 from Electoral Area 'E' for Hats N' Chaps Gymkhana for the purpose of rebuilding and relocating the arena to a different location on the gymkhana property that is closer to the Mason Road in order to improve security and facilitate extending electricity to the site and that no Grants-in-Aid funds be allocated to the group in 2014.

CARRIED.

Mile Zero Roping Club:
MOVED by Director Hiebert, SECONDED by Director Schembri,
That the Rural Budgets Administration Committee approve Fair Share grants in the amount of up to \$20,000 from Electoral Area 'D' and up to \$5,000 from Electoral Area 'E' for the Mile Zero Roping Club for the purpose of purchasing a tractor/skid steer and that no Grants-in-Aid funds be allocated to the group in 2014

CARRIED.

REPORTS: continued

R-5
2014 Recreational &
Cultural GIA
application reviews
(continued)

Electoral Area 'E' West Grants-in-Aid:
MOVED by Director Schembri, SECONDED by Director
That upon review of the Electoral Area 'E' West Grants-in-Aid applications by the
Electoral Area 'E' Director, the Rural Budgets Administration Committee refer the
following organizations to the Area 'E' Recreational and Cultural Grants-in-Aid
allocation meeting on Tuesday, April 15, 2014 at the Chetwynd Recreation Centre:

- 1) Camp Emile Society
- 2) Chetwynd & District Recreation Centre
- 3) Chetwynd Electric Eels
- 4) Chetwynd Gymkhana Club
- 5) Foothills Team Roping
- 6) Jackfish Community Association
- 7) Little Giant Figure Skating Club
- 8) Little Prairie Heritage Society
- 9) Pine Valley Seniors

CARRIED.

Foothills Team Roping:

MOVED by Director Schembri, SECONDED by Director Hiebert,
That a letter be forwarded to Foothills Team Roping thanking them for their application
and letting them know that their request to purchase livestock has been declined.
However, they may continue to apply for up to \$8,000 in operational costs from Grants-
in-Aid in 2014.

CARRIED.

Little Prairie Heritage Society:

MOVED by Director Schembri, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approves Little Prairie Heritage
Society to receive:

- 1) a Gas Tax grant in the amount of up to \$6,160 for the purpose of upgrading
lighting in the museum; and
- 2) an Area 'E' Fair Share grant in the amount of up to \$8,300 for the purpose of
purchasing tables, chairs and tents, and
- 3) that the maximum allowable Grants-in-Aid request by the group be set at
\$14,405 in 2014 for operating costs and general maintenance.

CARRIED.

Pine Valley Exhibition Park:

MOVED by Director Schembri, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve an Electoral Area E Fair
Share grant in the amount of up to \$56,530 for the Pine Valley Exhibition Park for the
purpose of expanding the east pens and that no Grants-in-Aid funds be allocated to the
group in 2014.

CARRIED.

REPORTS: continued

R-5
2014 Recreational &
Cultural GIA
application reviews
(continued)

Camp Sagitawa:
MOVED by Director Schembri, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve an Electoral Area E Fair
Share grant in the amount of up to \$20,000 for Camp Sagitawa for the purpose of
constructing phase 1 of the climbing wall and that no Grants-in-Aid funds be allocated
to the group in 2014.

CARRIED.

Electoral Area 'B' Grants-in-Aid:
MOVED by Director Goodings, SECONDED by Director Hiebert,
That upon review of the Electoral Area 'B' Grants-in-Aid applications by the Electoral
Area 'B' Director, the Rural Budgets Administration Committee refer the following
organizations to the Area 'B' and 'C' Recreational and Cultural Grants-in-Aid allocation
meeting on Monday, April 14, 2014 at the Fort St John Museum:

- 1) Golata Creek Community Hall
- 2) Goodlow Community Club
- 3) King's Valley Christian Camp
- 4) Montney Recreation Commission
- 5) North Peace Fall Fair
- 6) North Peace Historical Society

CARRIED.

Electoral Area 'C' Grants-in-Aid:
MOVED by Director Goodings, SECONDED by Director Schembri,
That upon review of the Electoral Area 'C' Grants-in-Aid applications by the Electoral
Area 'C' Director, the Rural Budgets Administration Committee refer the following
organizations to the Area 'B' and 'C' Recreational and Cultural Grants-in-Aid allocation
meeting on Monday, April 14, 2014 at the Fort St John Museum:

- 1) Charlie Lake Community Club
- 2) Lakepoint Golf & Country Club Society
- 3) North Peace Fall Fair
- 4) North Peace Historical Society

CARRIED.

Big Bam Ski Hill:
MOVED by Director Goodings, SECONDED by Director Hiebert,
That a letter be forwarded to Big Bam Skill thanking them for their application and
declining their request for 2014 Area 'B' and Area 'C' Grants-in-Aid on the basis that
they have over \$76,000 in outstanding grants-in-aid that must be used prior to the Rural
Budgets Administration Committee considering any future grant applications.

CARRIED.

NEW BUSINESS:

NB-2
Increase to Rural
Budget

MOVED by Director Goodings, SECONDED by Director Schembri,
That the Electoral Area budget be increased by \$50,000 for future administrative
options for the Electoral Areas.

CARRIED.

ADJOURNMENT

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

CARRIED.

The meeting adjourned at 2:20 p.m.

Director Hiebert, Meeting Chair

Diana Mitchell, Recording Secretary