



PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING MINUTES

DATE: September 11, 2014
PLACE: Regional District Office Boardroom, Dawson Creek, BC

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

Staff
Chris Cvik, CAO
Kim Frech, Chief Financial Officer
Shannon Anderson, Deputy CAO
Trish Morgan, Manager of Community Services
Jeff Rahn, GM of Environmental Services
Diana Mitchell, Recording Secretary

Other
Mike Zygun, Force Engineering 1:30 pm
re: Proposed Prespatou Community Hall/Rink

Call to Order The Chair called the meeting to order at 1:12 p.m.

DIRECTORS NOTICE OF NEW BUSINESS:

Director Goodings - North Peace Fall Fair - History of payments
- Force Engineering presentation
Director Schembri - SPCA funding re: feral cats

ADOPTION OF AGENDA:

August 14, 2014
Agenda

MOVED by Director Goodings, SECONDED by Director Schembri,
That the Rural Budgets Administration Committee agenda for the September 11, 2014
meeting, including items of new business, be adopted as amended:

1. **CALL TO ORDER:** *Director Hadland to Chair Meeting*
2. **DIRECTORS' NOTICE OF NEW BUSINESS:**
3. **ADOPTION OF AGENDA:**
4. **MINUTES:**
M-1 Rural Budgets Administration Committee Meeting Minutes of August 14,
2014.
5. **BUSINESS ARISING FROM THE MINUTES:**
6. **DELEGATIONS:**
7. **CORRESPONDENCE:**
C-1 Thank you letter from Theran Basset re: bursary.
C-2 September 5, 2014 Natural Gas Extension Grant Application, for \$5,000,
from Dustin Hustak.
C-3 September 5, 2014 letter, estimate and design from Heather Longworth,
Curator, Fort St. John North Peace Museum regarding signs for the Old
Fort Historical Cemetery.

ADOPTION OF AGENDA: continued

8. **REPORTS:**
 - R-1 September 8, 2014 report from Shannon Anderson regarding design and tendering of a public sewage receiving facility located in Charlie Lake.
Handout - BackgCombiound material
 - R-2 Grant-in-Aid
 - a) Handout – Report regarding unspent Grant-in-Aid funds (unclaimed 2010 allocations)
 - b) Discussion - Fall GIA Application workshops.
 - R-3 Financial Report – August 2014
9. **NEW BUSINESS:**
 - NB-1 North Peace Fall Fair – Grant History
 - NB-2 Force Engineering – Delegate re: Update on Proposed Prespatou Community Hall/Rink
 - NB-3 Director Schembri - SPCA funding re: feral cats
10. **DIARY:**
11. **ADJOURNMENT:**

CARRIED.

ADOPTION OF MINUTES:

M-1
August 14, 2014 RBAC
Minutes

ADOPTION OF MINUTES

MOVED by Director Hadland, SECONDED by Director Schembri,
That the Rural Budgets Administration Committee Meeting Minutes of June 19, 2014 be adopted with the following change:

- item C-1 to read: "...\$761.51 from Electoral Area C Fair Share..."

CARRIED.

BUSINESS ARISING:

CORRESPONDENCE:

C-2
Natural Gas Extension:
Dustin Hustak

MOVED by Director Hiebert, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee approve an Electoral Area D Fair Share Natural Gas Extension Grant for Dustin Hustak in the amount of \$5,000.

CARRIED.

C-3
Old Fort Historical
Cemetery

It was noted that the request for funds on the August 14, 2014 Rural Budgets Administration Committee Agenda from the Fort St. John North Peace Museum regarding the Old Fort Historical Cemetery was incomplete; therefore, an updated request for funds was submitted.

MOVED by Director Hadland, SECONDED by Director Schembri,
That the Rural Budgets Administration Committee approve \$5,000 from the Electoral Area C Cemetery Function and \$1,414.49 from Electoral Area C Fair Share, for a total of \$6,414.49 to the Fort St. North Peace Museum to complete the Old Fort Historical Cemetery sign project and install a fence around the perimeter of the cemetery property.

CARRIED.

REPORTS:

R-1
Tender re: Public
Sewage Receiving
Facility

MOVED by Director Hiebert, SECONDED by Director Schembri,
That the report regarding a public sewage receiving facility in Charlie Lake be referred
until later in the meeting.

CARRIED.

R-2
Grant-in-Aid re:
unclaimed allocations;
Application Workshops

MOVED by Director Schembri, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee authorize the return of the following
GIA funding allocations unclaimed beyond three years, to the funding area to be utilized
to reduce the tax requisition in the next calendar year:

Electoral Area B

- 2005-2009 GIA Allocation for North Peace Light Horse Association \$ 65.49
 - 2010 GIA Allocation for North Peace Light Horse Association \$ 2,738.82
- Total Return to funding area \$ 2,804.31

Electoral Area C

- 2005-2009 GIA Allocation for North Peace Light Horse Association \$ 1,420.19
 - 2010 GIA Allocation for North Peace Light Horse Association \$ 4,586.27
- Total Return to funding area \$ 6,006.46

CARRIED.

It was noted that staff will look at offering Grant-in-Aid Application workshops to
organizations on alternate years.

VARY AGENDA

MOVED by Director Hiebert, SECONDED by Director Schembri,
That the agenda be varied to deal with Item NB-2 at this time.

CARRIED.

NEW BUSINESS:

NB-2
Force Engineering

Mike Zygun -
Project Manager /
Principal

Prespatou, BC Proposed Community Hall / Covered Rink

The delegation provided an update on the proposal for design services with respect to
the proposed community hall / covered rink to be built in Prespatou, BC. Topics
included:

- long range plan
- existing issues
- concept design
- cost estimates
- proposal does not include as built drawing

It was noted that staff will advise the Prespatou Farmers Institute: to proceed with
entering into the agreement with Force Engineering; and, to invite Director Goodings
and/or staff to the meetings regarding the facility.

REPORTS (continued)

R-1
Tender re: Public
Sewage Receiving
Facility

MOVED by Director Hiebert, SECONDED by Director Schembri,
That Item R-1 be dealt with at this time.

CARRIED.

MOVED by Director Goodings, SECONDED by Director Schembri,
That the Rural Budgets Administration Committee approve a loan of up to \$300,000
from the Rural Loan Fund to fund the detailed design and tendering of a public sewage
receiving facility located in Charlie Lake.

CARRIED.

R-3
Financial Report

Staff will check if the North Peace Fall Fair Society is exempt from paying taxes.

NEW BUSINESS:

NB-1
North Peace Fall Fair –
Grant History

Staff will provide Director Goodings with information regarding funding that the North
Peace Fall Fair has received since 2005.

NB-3
SPCA Funding re:
Feral Cats

MOVED by Director Schembri, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve an Electoral Area E Fair
Share grant of up to \$5,000 payable to the South Peace SPCA to go toward the Trap
Neuter Release Feral Cat Program at Aspen Mobile Estates near Chetwynd; with
\$2,500 paid now and the remaining funds released following successful assessment of
the program

CARRIED.

ADJOURNMENT

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

CARRIED.

The meeting adjourned at 2:30 p.m.