



For PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING MINUTES

DATE: January 26, 2016
PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: Directors
Director Hiebert, Meeting Chair, Electoral Area D
Director Rose, Electoral Area E
Director Goodings, Electoral Area B

Absent
Director Sperling, Electoral Area C

Staff
Chris Cvik, Chief Administrative Officer
Trish Morgan, General Manager of Community and Electoral Area Services
Kim Frech, Chief Financial Officer
Jeff Rahn, General Manager of Environmental Services
Fran Haughian, Communication Manager
Bruce Simard, General Manager of Development Services
Ronda Wilkins, Executive Assistant

Others

Call to Order The Chair called the meeting to order at 12:47 p.m.

DIRECTORS NOTICE OF NEW BUSINESS:

Business Arising from the minutes – Response to letter sent to Lighthouse Association
NB-4 Predator Control
Remove NB-3 from agenda

ADOPTION OF AGENDA:

November 19, 2015 RBAC 26/01/01
MOVED by Director Rose, SECONDED by Director Goodings,
"THAT the Rural Budgets Administration Committee agenda for the January 26, 2016 meeting, with the additions of Lighthouse Association added to Business Arising from the minutes, Predator Control added as NB-4 and remove NB-3 from the agenda, be adopted."

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1. **CALL TO ORDER**
 2. **DIRECTORS NOTICE OF NEW BUSINESS:**
 3. **ADOPTION OF AGENDA:**
 4. **ADOPTION OF THE MINUTES:**
M-1 Rural Budgets Administration Committee Meeting of December 17, 2015
 5. **BUSINESS ARISING FROM THE MINUTES:**
BA-1 Lighthouse Association
 6. **DELEGATIONS:**

ADOPTION OF
AGENDA Con't:

7. **CORRESPONDENCE:**
C-1 January 8, 2016 Thank you letter North Peace Cultural Centre
C-2 January 12, 2016 Pictures of Peace Valley Look out Site from Silver Willow 4-H Club
C-3 January 13, 2015 Grant Application from Northern Environmental Action Team (NEAT)
C-4 Peace River Regional District Area C Scholarship letter
C-5 Peace River Regional District Area B Bursary letter
C-6 Chetwynd & District Rec. Centre Grant request
late C-7 FSJ Public Library Area B Grant request
late C-8 FSJ Public Library Self-Checkout Support Request/Article
8. **REPORTS:**
R-1 Report December 30, 2015 from Kim Frech, CFO – Federation of Canadian Municipalities Membership.
R-2 Report January 2, 2016 from Chris Cvik, CAO – District of Chetwynd Sewage Treatment Plant and Enhanced Trucked Waste Receiving Facility Major Upgrade Project.
R-3 Report January 13, 2016 from Jill Rickert, CSC – Grant request from Youth Travel – Dawson Creek U14 Girls Club Volleyball – Team Dynamite
R-4 Report January 18, 2016 from Bruce Simard, GM Dev. Services – Moberly Lake Community Association (MLCA) Funding Request for: MLCA Shore Line Assessment Initiative
R-5 Report January 19, 2016 from Bernie Roters, ESC – FSJ Airport Subdivision Water Meters
R-6 Report January 18, 2016 from Kim Frech, CFO - Draft Financial Report – December 2015
late R-7 Report January 24, 2016 from Kim Frech, CFO – North Pine TV – Use of Reserves
9. **NEW BUSINESS:**
NB-1 Electrical Extension Grant Application
NB-2 Peace Agreement Funds (no handout, for discussion)
~~NB-3 Review of Rural service Budgets (handout)~~
NB-4 Predator Control
10. **COMMUNICATIONS:**
11. **ADJOURNMENT:**

ADOPTION OF
MINUTES:

M-1
December 17, 2015
RBAC Minutes

RBAC 26/01/02
MOVED by Director Goodings, SECONDED by Director Rose,
*"THAT the Rural Budgets Administration Committee Meeting Minutes of
December 17, 2015 be adopted."*

CARRIED

DELEGATIONS: No delegation

BUSINESS ARISING FROM THE MINUTES:

BA-1 Letter from Lighthouse Association
The Committee discussed the response from Councillor Byron Stewart in regards to the letter that was sent from the Committee to the Lighthouse Association. It was suggested that Lighthouse could do a joint application to the PRRD and the City of FSJ. Staff still have no word on the expansion of the Municipal boundaries.

CORRESPONDENCE:

C-1
January 8, 2016
Thank you letter North
Peace Cultural Centre
Received for information

CORRESPONDENCE Con't:

C-2 Received for information
January 12, 2016
Pictures of Peace
Valley Look out Site
from Silver Willow 4-
H Club

C-3 RBAC 26/01/03
January 13, 2016
Grant Application
from NEAT
MOVED by Director Goodings, SECONDED by Director Rose,
*"THAT the Rural Budgets Administration Committee approve the funding
request from the Northern Environmental Action Team for \$6,900 for their
food safe program from the Peace River Agreement funds, (E) Other Rural
Assistance, divided equally between Electoral Areas B, C, D and E."*

CARRIED

C-4 RBAC 26/01/04
Peace River Regional
District Area C
Scholarship letter
MOVED by Director Goodings, SECONDED by Director Rose
*"That the Peace River Regional District Area C Scholarship letter be referred to
the next RBAC meeting."*

CARRIED

C-5 RBAC 26/01/05
Peace River Regional
District Area B
Bursary letter
MOVED by Director Goodings, SECONDED by Director Rose
*"That the Rural Budgets Administration Committee approve the funding request
from the North Peace Secondary School requesting a \$1,000 Area B Bursary
from the Recreation and Cultural Grants-in-Aid fund."*

CARRIED

C-6 RBAC 26/01/06
Chetwynd & District
Rec. Centre Grant
request
MOVED by Director Rose, SECONDED by Director Goodings,
*"THAT the Rural Budgets Administration Committee support the request from
the Chetwynd & District Rec Centre to a maximum contribution of \$2,000,000
from Area E and Gas Tax and reserves and any other funding available for the
replacement costs of the arena floor, boards and refrigeration plant upgrades
at the Rec Centre."*

CARRIED

C-7 RBAC 26/01/07
FSJ Public Library
Area B Grant
request
MOVED by Director Goodings, SECONDED by Director Rose,
*"That the Rural Budgets Administration Committee have staff forward a Grant
Application to the FSJ Public Library for their request of an additional
\$15,000."*

CARRIED

CORRESPONDENCE CON'T

C-8 RBAC 26/01/08
FSJ Public Library *MOVED by Director Goodings, SECONDED by Director Rose,*
Self-Checkout *"That the FSJ Public Library Self-Checkout Support Request be referred to the*
Support *next RBAC meeting."*
Request/Article CARRIED

REPORTS:

R-1 RBAC 26/01/09
December 30, 2015 *MOVED by Director Goodings, SECONDED by Director Rose,*
Kim Frech, CFO *"That the Rural Budgets Administration Committee approve the membership*
Fed of Can. Mun. *to the Federation of Canadian Municipalities in the amount of \$3,570.88 for*
the 2016/2017 year."

R-2 RBAC 26/01/10
January 2, 2016 *MOVED by Director Rose, SECONDED by Director Goodings,*
Chris Cvik, CAO *"That the Rural Budgets Administration Committee approve the Chetwynd*
District of Chetwynd *Sewage Treatment Plant Funding Agreement between the District of*
Sewage Treatment I *Chetwynd and the Peace River Regional District, and*
That the Rural Budgets Administration Committee recommend to the Peace
River Regional District Board that the Chair and CAO be authorized to sign the
Chetwynd Sewage Treatment Plant Funding Agreement on behalf of the PRRD
and further,
That a payment of \$500,000 be issued to the District of Chetwynd upon signing
of the Funding Agreement and that the funding come from the Rural Fringe
Fund account."
CARRIED

R-3 RBAC 26/01/11
January 13, 2016 *MOVED by Director Hiebert, SECONDED by Director Rose,*
Jill Rickert, CSC *"That the Rural Budgets Administration Committee approve the request for*
Grant request from *travel assistance from the Dawson Creek U14 Girls Club Volleyball Team*
Dawson Creek U-14 *Dynamite in the amount of \$500 from the Recreational and Cultural Grants-in*
Girls Club Volleyball *Aid Sub-Regional Youth Travel allocation."*
– Team Dynamite CARRIED

Bruce Simard entered the meeting @ 1:17 p.m.

REPORTS CON'T:

R-4
January 18, 2016
Bruce Simard, GM
Dev. Services
Moberly Lake Com.
Assoc. Funding
Request

RBAC 26/01/12
MOVED by Director Hiebert, SECONDED by Director Rose,
"That the Rural Budgets Administration Committee (RBAC) approve the following recommendations for the funding request from Moberly Lake Community Association (MCLA) – Moberly Lake Water Shore Line Assessment Initiative:

RECOMMENDATION 1:

Lake water quality sampling (Volunteer Lake Monitoring Program –(VLMP)
a. *"That Rural Budgets Administration Committee provide a grant of up to \$5,000 for equipment expenses not covered by The Ministry of Forests, Lands and Natural Resource Operations, such as boat rental and fuel from Electoral E, Peace River Agreement – (e) Other Rural Assistance."*

CARRIED

RECOMMENDATION 2:

Shoreline Condition Assessment

b. *"That Rural Budgets Administration Committee approve the funding request from Moberly Lake Community Association for the proposed Shoreline Condition Assessment in the amount of \$11,500 from Electoral E, Peace River Agreement – (e) Other Rural Assistance."*

CARRIED

REPORTS CON'T:

R-5
January 18, 2016
Bernie Roters, ESC
FSJ Airport
subdivision Water
Meters

RBAC 26/01/13
MOVED by Director Goodings, SECONDED by Director Rose,
"That the Rural Budgets Administration Committee defer until the next RBAC meeting."

CARRIED

R-6
January 18, 2016
Kim Frech, CFO
Draft Financial
Report
December, 2015

Received for information

R-7
January 24, 2016
Kim Frech, CFO
North Pine TV
Use of Reserves

RBAC 26/01/14
MOVED by Director Goodings, SECONDED by Director Rose,
"That the Rural Budgets Administration Committee authorize a 2015 transfer of \$5,000 from North Pine Television operating reserves to the North Pine TV function to cover the deficit created due to extraordinary work required to the tower fixtures."

CARRIED

NEW BUSINESS

NB-1
Electrical Extension
Grant Application

Kim Frech, CFO informed the Committee that an application for the funding of one Hydro pole was asked to be submitted for approval. Within the Policy it is not clear that we don't fund the first pole. It was suggested that at the next RBAC meeting that the Committee include within the policy "that the first pole is the responsibility of the landowner." She informed the applicant that funding is not available for the first pole.

NB-2
Peace Agreement
Funds

Kim Frech, CFO asked the Committee how much of the Peace River Agreement Funds should be put aside. The Committee suggested that they would look at it in a year.

NB-3

Removed from agenda, will review individually with Directors.

NB-4
Predator Control

The Committee discussed the need for Predator Control to find new programs for funding and/or matching funding.

COMMUNICATIONS

No Communication

ADJOURNMENT

RBAC 26/01/14
MOVED by Director Rose, SECONDED by Director Goodings

"THAT the meeting adjourn."

CARRIED

The meeting adjourned at 2:07 p.m.



Director Hiebert, Meeting Chair



Ronda Wilkins, Executive Assistant