



PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING MINUTES

DATE: February 18, 2016
PLACE: Regional District Office Boardroom, Dawson Creek, BC

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

Staff

Chris Cvik, Chief Administrative Officer
Trish Morgan, General Manager of Community and Electoral Area Services
Kim Frech, Chief Financial Officer
Bernie Roters, Environmental Services Coordinator
Ronda Wilkins, Executive Assistant

Call to Order The Chair called the meeting to order at 11:36 a.m.

DIRECTORS NOTICE OF NEW BUSINESS:

None

ADOPTION OF AGENDA:

February 18, 2016 RBAC 18/02/01
MOVED by Director Hiebert, SECONDED by Director Sperling,
*“THAT the Rural Budgets Administration Committee agenda for the February 18,
2016 meeting, be adopted.”*

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1. **CALL TO ORDER** - Director Rose to Chair the Meeting
 2. **DIRECTORS NOTICE OF NEW BUSINESS:**
 3. **ADOPTION OF AGENDA:**
 4. **ADOPTION OF THE MINUTES:**
M-1 Rural Budgets Administration Committee Meeting of January 26, 2016
 5. **BUSINESS ARISING FROM THE MINUTES:**
BA-1 North Peace Light Horse Association
BA-2 Peace River Regional District Area C Scholarship letter
BA-3 FSJ Public Library Self-Checkout Support Request/Article
BA-4 January 18, 2016 Bernie Roters, ESC – Fort St. John Airport Subdivision Water Meters
BA-5 Electrical Extension Grant Policy
 6. **DELEGATIONS:**
No delegation
 7. **CORRESPONDENCE:**
C-1 January 22, 2016 – FSJ Community Arts Council – Membership donation Arts Advocates Patron
C-2 February 3, 2016 – North Central Local Government Association Membership Dues
C-3 February 4, 2016 – Foothills Team Roping Club – Grants-in-Aid Funding Amendment

ADOPTION OF AGENDA Con't:

8. **REPORTS:**
R-1 February 11, 2016 – from Jill Rickert, CSC – 2016 Recreational & Cultural GIA Applications Review
R-2 Handout/Verbal – Kim Frech, CFO – Request for funding Kelly Lake Sewer (Spare Pump \$10,000 plus SCADA \$7,500)
R-3 Handout/Verbal – Kim Frech, CFO – Request for funding Rolla Sewer (spare Pump \$8,000 plus SCADA \$37,000)
9. **NEW BUSINESS:**
10 **COMMUNICATIONS:**
11. **ADJOURNMENT:**

ADOPTION OF MINUTES:

M-1 Rural Budgets Administration Committee Meeting January 26, 2016 Kim Frech, CFO requested that the following changes be made to the Rural Budgets Administration Committee Meeting Minutes of January 26, 2016
1) Resolution No. 26/01/03
That the words “food safe program” after \$6,900 be inserted and that “Fair Share Funds”, be replaced with “Peace River Agreement Funds, (E) Other Rural Assistance”.

RBAC 18/02/02
MOVED by Director Hiebert, SECONDED by Director Sperling,
“That the Rural Budgets Administration revised Meeting Minutes of January 26, 2016 be adopted.”

CARRIED

DELEGATIONS: No Delegation

BUSINESS ARISING FROM THE MINUTES:

BA-1 It was noted that a Board resolution for Staff to set up a meeting with North Peace Light Horse Association, City of Fort St. John and the Peace River Regional District is being scheduled for April 26, 2016.

BA-2 RBAC 18/02/03
Peace River Regional District Area C Scholarship letter MOVED by Director Sperling, SECONDED by Director Hiebert
“That the Rural Budgets Administration Committee approve the funding request from the North Peace Secondary School requesting a \$1,000 Area ‘C’ Scholarship from the Rural Recreational and Cultural Grants-in-Aid fund.”

CARRIED

BA-3 RBAC 18/02/04
FSJ Public Library Self-Checkout Support Request/Article MOVED by Director Sperling, SECONDED by Director Goodings
“That the Rural Budgets Administration Committee send a letter to the Fort St. John Library in response to their request for funding for a self-serve checkout station, noting that Area “C” is also experiencing difficulties in providing extra funding at this time.”

CARRIED

BUSINESS ARISING FROM THE MINUTES Con't:

BA-4
January 18, 2016
Bernie Roters, ESC –
Fort St. John Airport
Subdivision Water
Meters

RBAC 18/02/05
MOVED by Director Sperling, SECONDED by Director Hiebert
“That the Rural Budgets Administration Committee approve a grant up to \$25,000 for the Fort St. John Airport Subdivision Water Metering Initiative from the Fair Share Area ‘C’ funds.”

CARRIED

BA-5
Electrical Extension
Grant Policy

RBAC 18/02/06
MOVED by Director Goodings, SECONDED by Director Sperling
*“That the Rural Budgets Administration Committee amend the Electrical Extension Grant Policy and Applicant Guide with the addition of the following:
1. (e) The Property owner shall pay the cost of the first pole installation and will not include that cost in the grant application calculations.”*

CARRIED

CORRESPONDENCE:

C-1
January 22, 2016
FSJ Community Arts
Council –
Membership
donation Arts
Advocates Patron

RBAC 18/02/07
MOVED by Director Hiebert, SECONDED by Director Sperling
“THAT the Fort St. John Arts Council donation request be deferred to the next Rural Budgets Administration Committee meeting.

CARRIED

C-2
February 3, 2016
North Central Local
Gov't Assoc.
Membership Dues

RBAC 18/02/08
MOVED by Director Hiebert, SECONDED by Director Sperling,
“THAT the Rural Budgets Administration Committee approve the payment of \$21,755.31 for the North Central Local Gov't Association Membership Dues.”

CARRIED

C-3
February 4, 2016
Foothills Team
Roping Club – GIA
Funding Amendment

RBAC 18/02/09
MOVED by Director Rose, SECONDED by Director Sperling,
“THAT the Rural Budgets Administration Committee approve the Grant-in-Aid (GIA) funding amendment from the Foothills Team Roping Club to reallocate \$1,373.41 from unclaimed 2013 and 2014 GIA towards the expense for hay in 2015/16.”

CARRIED

VARY THE AGENDA

RBAC 18/02/10
MOVED by Director Hiebert, SECONDED by Director Sperling,
“That the Rural Budgets Administration Committee vary the agenda and deal with R-2 and R-3 before R-1.

CARRIED

REPORTS:

R-2
February 18, 2016
Kim Frech, CFO –
Kelly Lake Lift
Station – Spare
Pump and SCADA

RBAC 18/02/11
MOVED by Director Hiebert, SECONDED by Director Sperling,

RECOMMENDATION #1:

“THAT Rural Budgets Administration Committee commits Electoral Area “D” Peace River Agreement (D) – Rural Services and Functions, funding up to \$12,000 for a spare pump.”

and

RECOMMENDATION #2:

“THAT the Rural Budgets Administrative Committee commits Electoral Area ‘D’ Peace River Agreement (D) – Rural Services and Functions, funding up to \$10,000 for the completion of the pump/control monitoring and alarm system (SCADA) that was partially installed in 2014.”

CARRIED

R-3
February 18, 2016
Kim Frech, CFO
Rolla Lift Station -
Spare Pump and
SCADA

RBAC 18/02/12
MOVED by Director Hiebert, SECONDED by Director Sperling,

RECOMMENDATION #1:

“THAT Rural Budgets Administration Committee commits Electoral Area “D” Peace River Agreement (D) – Rural Services and Functions, funding up to \$8,000 for a spare pump.”

and

RECOMMENDATION #2:

“THAT THE Rural Budgets Administrative Committee commits Electoral Area ‘D’ Peace river Agreement (D) – Rural Services and Functions, funding up to \$40,000 for the installation of a pump/control monitoring and alarm system (SCADA).

CARRIED

R-1
February 11, 2016
Jill Rickert, CSC
2016 Recreational &
Cultural GIA
Applications

The 2016 Recreational & Cultural GIA Applications were received.

NEW BUSINESS

None

COMMUNICATIONS

Fran Haughian, Communications Manager informed the Committee that North Peace News (newspaper) was no longer in business within the area. She asked if the Directors' still wanted to have an Electoral Area Directors presence in the spring and fall with a ½ page ad, like the Board highlights. It was suggested that a trial, bulk mail out with information on the following:

- Some information in regards to the bins;
- Pie chart, showing projects supported;
- Pie chart to include funds that Municipal and Regional District receive with a dollar value, splitting out each Electoral Area;
- Work on stories with Staff;
- Leave extra bulk mail at the post office, so people can pick up.

ADJOURNMENT

RBAC 18/02/13

MOVED by Director Goodings, SECONDED by Director Sperling

"THAT the meeting adjourn."

CARRIED

The meeting adjourned at 1:38 p.m.

Director Rose, Meeting Chair

Ronda Wilkins Executive Assistant