



PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING MINUTES

DATE: March 17, 2016
PLACE: Regional District Office Boardroom, Dawson Creek, BC

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

Staff

Chris Cvik, Chief Administrative Officer
Shannon Anderson, Deputy Chief Administrative Officer
Trish Morgan, General Manager of Community and Electoral Area Services
Kim Frech, Chief Financial Officer
Fran Haughian, Communications Manager/Commissions Liaison
Jill Rickert, Community Services Coordinator
Ronda Wilkins, Executive Assistant

Call to Order The Chair called the meeting to order at 1:44 p.m.

DIRECTORS NOTICE OF NEW BUSINESS:

NB-3 Director Hiebert - Budget meetings

ADOPTION OF AGENDA:

March 17, 2016

RBAC 17/03/01

MOVED by Director Hiebert, SECONDED by Director Sperling,
"THAT the Rural Budgets Administration Committee agenda for the March 17, 2016 meeting, with the addition of New Business – NB-3, budget meetings be adopted."

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1. **CALL TO ORDER** - Director Goodings 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 February 18, 2016
 5. **BUSINESS ARISING FROM THE MINUTES:**
BA-1 Self-Checkout Support Request and Article
 6. **DELEGATIONS:** None
 7. **CORRESPONDENCE:**
C-1 February 6, 2016 - UBCM Membership Renewal
C-2 February 9, 2016 – Grant Application from Fort St. John Community Arts Council
C-3 February 25, 2016 – Grant Application from Whiskey Jack Nordic Ski Club
C-4 March 2, 2016 – Grant Application from North Peace Justice Society
C-5 March 2, 2016 – Emails to/from Moberly Lake Community Association regarding grants approved at the January 2016 RBAC.
Late C-6 Handout#1 – Peace River Livestock Protection Program – Delegation Request

**ADOPTION OF
AGENDA Con't:**

8. **REPORTS:**
R-1 Report March 2, 2016 from Jill Rickert, CSC – Area E Youth Travel Request – U-16 Chetwynd Girls Club Volleyball
R-2 Report March 4, 2016 from Jill Rickert, CSC – South Peace Sub-Regional Rural Scholarship and Bursary
R-3 Report March 4, 2016 from Jill Rickert, CSC – Area B – Youth Travel Request for Tremblay Juvenile Boys Curling Team
R-4 Report March 9, 2016 from Jill Rickert, CSC – Electoral Area E West Bursary Awards
R-5 Report March 9, 2016 from Jill Rickert, CSC – Dawson Creek Gradfest Committee- Request for Support
R-6 Report March 10, 2016 from Jill Rickert, CSC – 2016 Recreational & Cultural Grants-in-Aid Application Review
R-7 Report March 3, 2016 from Kim Frech, CFO – Financial Report – February, 2016
Late R-8 Report March 16, 2016 from Shannon Anderson, DCAO – Road Maintenance Bond -273rd
Late R-9 Report March 16, 2016 from Ronda Wilkins, EA – Moberly Lake Fire Department Resolution
Late R-10 Report March 17, 2016 from Jill Rickert, CSC – Area B – Youth Travel Request – Team Topal U18 /Girls for Curling Team
9. **NEW BUSINESS:**
NB-1 – Feasibility Funds
NB-2 – RBAC Resolution for Endorsement
NB-3 – Budget Meetings
10. **COMMUNICATIONS:**
11. **ADJOURNMENT:**

ADOPTION OF MINUTES:

- M-1 Rural Budgets Administration Committee Meeting February 18, 2016 RBAC 17/03/02
MOVED by Director Rose, SECONDED by Director Sperling,
“That the Rural Budgets Administration Meeting Minutes of February 18, 2016 be adopted.”
- CARRIED**

DELEGATIONS: No Delegation

BUSINESS ARISING FROM THE MINUTES:

- BA-1 RBAC 17/03/03
Self-Checkout support request MOVED by Director Sperling, SECONDED by Director Rose,
“That the Rural Budgets Administration Committee approve the funding request from the Fort St. John Public Library in the amount of \$5,000 from Area ‘C’ BC Rail monies in sponsorship of a Self-Serve Checkout Station.”
- CARRIED**

CORRESPONDENCE:

- C-1 RBAC 17/03/04
February 6, 2016 MOVED by Director Sperling, SECONDED by Director Hiebert
UBCM Membership *““That the Rural Budgets Administration Committee approve the payment of \$10,808.04 for the 2016-2017 UBCM Membership Dues and that a letter also be included with the payment, stating the importance of UBCM and that all local governments should be recognized within the name, suggesting that it be renamed to Union of BC Local Governments.*
- CARRIED**

CORRESPONDENCE CON'T

C-2
February 9, 2016
Grant Application
FSJ Community Arts
Council
RBAC 17/03/05
MOVED by Director Sperling, SECONDED by Director Rose,
*"THAT the Rural Budgets Administration Committee approve the Community Arts
Council of Fort St. John grant request of \$1,000 to be paid from the BC Rail Funds
\$500 from Electoral Area 'B' and \$500 from Electoral Area 'C'."*

CARRIED

C-3
February 25, 2016
Grant Application
Whiskey Jack Nordic
Ski Club
RBAC 17/03/06
MOVED by Director Sperling, SECONDED by Director Goodings,
*"THAT the Rural Budgets Administration Committee not approve the Grant
Request from Whiskey Jack Nordic Ski club and that a letter be sent to thank
them and note that the Committee has funded other projects from them this
year."*

CARRIED

C-4
March 2, 2016
Grant Application
North Peace Justice
Society
RBAC 17/03/07
MOVED by Director Goodings, SECONDED by Director Rose,
*"THAT the Rural Budgets Administration Committee approve a grant of \$2,500
for the North Peace Justice Society from Electoral Area "B", BC Rail funds."*

CARRIED

C-5
March 2, 2016
Moberly Lake
Community
Association
RBAC 17/03/08
MOVED by Director Sperling, SECONDED by Director Rose,
*"That the Rural Budgets Administration Committee send a letter to the Moberly
Lake Community Association thanking them for their correspondence and noting
that there will be no additional funding and the criteria within the funding remains
the same."*

CARRIED

C-6
Peace River
Livestock Protection
Program –
Delegation Request
RBAC 17/03/09
MOVED by Director Sperling, SECONDED by Director Rose,
*"That the Rural Budgets Administration Committee ask the Peace River Regional
Cattlemen's Association to come as a delegation to the next Rural Budgets
Administration Committee Meeting to discuss the Peace River Livestock
Protection Program."*

CARRIED

REPORTS:

R-1
March 2, 2016
Jill Rickert, CSC
Area E Youth Travel
Request
RBAC 17/03/10
MOVED by Director Rose, SECONDED by Director Hiebert,
*"THAT Rural Budgets Administration Committee approve \$500 from Electoral Area E
GIA Youth Travel for the U-16 Chetwynd Girls Club Volleyball."*

CARRIED

R-2
March 4, 2016
Jill Rickert, CSC
South Peace Sub-
Regional Rural
Scholarship &
Bursary
RBAC 17/03/11
MOVED by Director Hiebert, SECONDED by Director Rose,
*"THAT Rural Budgets Administration Committee approve the South Peace Sub-
Regional Rural Academic Scholarship and the Rural Trades Bursary, both in the
amount of \$1,500 each as per the Recreational And Cultural Grants-in-Aid policy from
each Electoral Areas 'D' and 'E'."*

CARRIED

REPORTS CON'T

- R-3
February 11, 2016
Jill Rickert, CSC
2016 Recreational &
Cultural GIA
Applications
- RBAC 17/03/12
MOVED by Director Goodings, SECONDED by Director Rose,
"THAT Rural Budgets Administration Committee approve the request for travel assistance from the Tremblay Juvenile Boys Curling Team in the amount of \$500 from Electoral Area 'B' - Grants in Aid Budget and \$500 from Sub-regional Youth Travel Grants-in-Aid."
- CARRIED**
- R-4
March 8, 2016
Jill Rickert, CSC
Electoral Area E
West Bursary
Awards
- RBAC 17/03/13
MOVED by Director Hiebert, SECONDED by Director Rose,
"THAT Rural Budgets Administration Committee approve two bursary awards for the Chetwynd Secondary School Scholarship Committee from Electoral Area 'E' West in the amount of \$500 each, as per the Recreational and Cultural Grants in Aid policy."
- CARRIED**
- R-5
March 9, 2016
Jill Rickert, CSC
Dawson Creek
Gradfest Committee
– request for support
- RBAC 17/03/14
MOVED by Director Hiebert, SECONDED by Director Rose,
"THAT Rural Budgets Administration Committee approve funding for the Dawson Creek Gradfest Committee in the amount of \$1,000 from Area 'D' Fair Share Funds and \$500 Area 'E' BCR/PRA funds to support the Gradfest celebration and further that Staff send a letter to the Gradfest Committee suggesting that they seek the status of a Society for future funding applications."
- CARRIED**
- R-6
March 19, 2016
Jill Rickert, CSC
2016 Recreational &
Cultural GIA
Application Review
- RBAC 17/03/15
MOVED by Director Hiebert, SECONDED by Director Rose,
"THAT Rural Budgets Administration Committee approve letter(s) to be sent to all approved 2016 Recreational & Cultural Grants-in-Aid Applicants and further that a letter be sent to all applicants who have not been approved."
- CARRIED**

The following applicants were invited to attend the spring 2016 Grant-in-Aid meetings for Area B & C:

- *Big Barn Ski Hill*
- *Goodlow Community Club*
- *North Peace Historical Society*
- *North Peace Fall Fair*
- *Golata Creek Recreation*
- *Montney Recreation Commission*
- *Osborne Community Hall*
- *Rose Prairie Community Curling Centre*
- *Charlie Lake Community Club*

The following applicants were not approved for Area B and C GIA funding for 2016:

- *New Day in the Peace Ministries*
- *King's Valley Christian Camp*
- *Lakepoint Golf & Country Club*
- *North Peace Light Horse Association*

R-6 (Con't)

The following applicants were invited to attend the spring 2016 Grant-in-Aid meetings for Area E West:

- *Chetwynd Rod & Gun Club*
- *Jackfish Community Association*
- *Chetwynd Electric Eels*
- *Chetwynd & District Rec Centre*
- *Chetwynd Gymkhana*
- *Chetwynd Social Planning Committee*
- *Foothills Team Roping (but not the cost of feed)*
- *Moberly Lake Community Association*
- *Little Giant Figure Skating Club*
- *Little Prairie Heritage Society*
- *Pine Valley Exhibition Park*
- *Pine Valley Seniors*

The following applicant was not approved for Area E West GIA funding in 2016:

- *Camp Sagitawa*

The following applicants were invited to attend the spring 2016 Grant-in-Aid meeting for Sub-Regional:

- *Bessborough Community Club*
- *Cutbank Community Club*
- *Dawson Creek Sportsmans Club*
- *Dawson Creek Youth Centre/The ARK*
- *Doe River Gymkhana*
- *Doe River Recreation*
- *Farmington Community Association*
- *Groundbirch Recreation Commission*
- *Hats N' Chaps Gymkhana*
- *Kiskatinaw Fall Fair*
- *Rolla Ratepayers*
- *Sunset Prairie Recreation Commission*
- *Swan Lake Enhancement Society*
- *Tomslake Community Cultural Association – pending receipt of a project budget and quotes by April 8, 2016*
- *Tomslake & District Recreation Commission*
- *Tupper Community Club*

The following applicants were not approved Sub-Regional GIA funding in 2016:

- *McLeod Recreation & Social Services Society*
- *Mile Zero Roping Club*

R-7
March 3, 2016
Jennifer Rudyk,
Finance Clerk
February Financial

The Rural Budgets Administration Committee received the February 2016, Financial report from Jennifer Rudyk, Finance Clerk.

Reports Con't

R-8
March 16, 2016
S. Anderson, Deputy
CAO
Road Maintenance
Bond – 273 road

RBAC 17/03/16
MOVED by Director Sperling, SECONDED by Director Rose,
"THAT Rural Budgets Administration Committee have staff request a meeting with
Atco 2 Rivers to discuss potential contributions towards the Road Maintenance Bond
on the 273 Road and Atco 2 Rivers' sewage needs."

CARRIED

R-9
March 16, 2016
Ronda Wilkins, EA
Moberly Lk Fire
Dept. Resolution

RBAC 17/03/17
MOVED by Director Rose, SECONDED by Director Hiebert,
"THAT Rural Budgets Administration Committee approve a \$10,000 Area 'E' Fair
Share grant to the Moberly Lake Fire Department to assist in funding equipment and
training in 2016, and that funds will be payable upon receipt of invoices for such
training and equipment."

CARRIED

R-10
March 17, 2016
Jill Rickert, CSC
Area B – Youth
Travel Request

RBAC 17/03/18
MOVED by Director Goodings, SECONDED by Director Hiebert,
"THAT Rural Budgets Administration Committee have staff send a letter to the Team
Topal U-18 Girls' Curling Team advising them that there will be no funding and the
Committee encourages them to apply for funding prior to the event."

CARRIED

NEW BUSINESS

NB-1
Feasibility Funds

Director Goodings noted that we are expecting the Region to pay even when a
referendum fails. Staff suggested that we look at the Policy.

RBAC 17/03/19
MOVED by Director Rose, SECONDED by Director Hiebert,
"THAT Rural Budgets Administration Committee request that the Feasibility Policy be
reviewed."

CARRIED

NB-2
RBAC Resolution for
Endorsement

This was on the agenda twice (R-9) - Removed

COMMUNICATIONS

Fran Haughian, Communications Manager informed the Committee that the
Board Highlights publication would include an Electoral Area Directors Corner,
containing information on what decisions were made at the meeting.

ADJOURNMENT

RBAC 17/03/20
MOVED by Director Rose, SECONDED by Director Hiebert
"THAT the meeting adjourn."

CARRIED

The meeting adjourned at 4:00 p.m.


Director Goodings, Meeting Chair


Ronda Wilkins Executive Assistant