



PEACE RIVER REGIONAL DISTRICT
Rural Budgets Administration Committee Meeting

A G E N D A

10:00 a.m., Thursday, December 18, 2014
at the Regional District Office Boardroom, 1981 Alaska Avenue, Dawson Creek, BC

1. **CALL TO ORDER:** *Director Goodings to Chair Meeting*
2. **DIRECTORS' NOTICE OF NEW BUSINESS:**
3. **ADOPTION OF AGENDA:**
4. **MINUTES:**
 - M-1 Rural Budgets Administration Committee Meeting Minutes of November 20, 2014.
 - M-2 Rural Budgets Administration Committee Meeting Minutes of November 27, 2014.
5. **BUSINESS ARISING FROM THE MINUTES:**
6. **DELEGATIONS:**
 - 10:00am D-1 Andy Waddell - Dawson Creek Sportsman Club regarding an indoor range.
7. **CORRESPONDENCE:**
 - C-1 November 21, 2014 email from the Peace River Regional Cattlemen's Association providing information regarding the Livestock Protection Program.
 - C-2 November 20, 2014 correspondence from Gordon Johnsen, Building Inspector, providing an update on status of repairs at the Clearview Arena.
 - C-3 Thank you from Brittany Andres for the Electoral Area E West Bursary.
 - C-4 Thank you from Sara Norris for an Electoral Area E West Bursary.
8. **REPORTS:**
 - R-1 North Peace Seniors Housing Society
 - a) December 5, 2014 report from Kim Frech regarding funding.
 - b) Background (information that was on the October and the November RBAC Agendas)
 - R-2 Financial Report – November 2014
9. **NEW BUSINESS:**
10. **ADJOURNMENT:**



PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING MINUTES

DATE: November 20, 2014

PLACE: Regional District Office Boardroom, Dawson Creek, BC

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

Staff

Chris Cvik, Chief Administrative Officer
Kim Frech, Chief Financial Officer
Shannon Anderson, Deputy Chief Administrative Officer (11:30 a.m.)
Trish Morgan, Manager of Community Services
Bruce Simard, General Manager of Development Services
Diana Mitchell, Recording Secretary

Call to Order The Chair called the meeting to order at 10:00 a.m.

ADOPTION OF AGENDA:

November 20, 2014 MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee agenda for the November 20, 2014
meeting, be adopted as follows:

1. CALL TO ORDER: Director Goodings to Chair Meeting
2. DIRECTORS' NOTICE OF NEW BUSINESS:
3. ADOPTION OF AGENDA:
4. MINUTES:
M-1 Rural Budgets Administration Committee Meeting Minutes of October 16, 2014.
5. BUSINESS ARISING FROM THE MINUTES:
6. DELEGATIONS:
D-1 Mike McConnell, President, Peace River Regional Cattlemen's
Association
Re: Interim report on Peace River Livestock Protection Pilot Program
7. CORRESPONDENCE:
C-1 October 27, 2014 Funding Amendment from the Buick Community Club.
C-2 October 28, 2014 Funding Amendment from the Kings Valley Christian Society.
C-3 NEAT – Food Secure Kids Program
a) October 29, 2014 email from Karen Mason-Bennett, NEAT, regarding additional
information the Rural Budgets Administration Committee requested following its
October 16, 2014 meeting.
b) (for reference) October 16, 2014 Rural Budgets Administration Committee Agenda
item: September 18, 2014 letter from Neat regarding the Food Secure Kids Program.

ADOPTION OF AGENDA: continued

- C-4 North Peace Senior Housing Society
 - a) November 6, email from Kimberly Wilson, North Peace Seniors Housing Society, regarding additional information the Rural Budgets Administration Committee requested following its October 16, 2014 meeting.
 - b) (for reference) October 16, 2014 Rural Budgets Administration Committee Agenda item: September 17, 2014 letter from the North Peace Seniors Housing Society
- C-5 November 7, 2014 letter from Urban Systems regarding Fort St. John receiving facility contingency option.
- 8. REPORTS:
 - R-1 November 17, 2014 report from Shannon Anderson, regarding additional funding for Charlie Lake Lagoon upgrades.
 - R-2 November 14, 2014 report from Jill Rickert, regarding 2014 Volunteer Appreciation Banquet.
 - R-3 November 14, 2014 report from Kim Frech regarding the Kelly Lake Lift Station.
- 8. REPORTS: (continued)
 - R-4 November 13, 2014 report from Jill Rickert regarding the October 18, 2014 World Café Workshop.
 - R-5 Financial Report – October 2014
- 9. BUSINESS ITEM
 - B-1 Discussion: regarding use of Directors' signatures
- 10. NEW BUSINESS:
- 11. ADJOURNMENT:

CARRIED.

ADOPTION OF MINUTES:

- | | |
|---|---|
| M-1
October 16, 2014
RBAC Minutes | <u>ADOPTION OF MINUTES</u>
MOVED by Director Hiebert, SECONDED by Director Hadland,
That the Rural Budgets Administration Committee Meeting Minutes of October 16, 2014 be adopted. |
|---|---|

CARRIED.

DELEGATIONS:

- | | |
|---|---|
| D-1
Peace River Regional
Cattlemen's
Association | <u>Peace River Livestock Protection Program</u>
Mike McConnell, President, Peace River Regional Cattlemen's Association, reported that in the past two years the Livestock Protection Program has reduced the number of predators affecting livestock. He added that the program has been working well and is considered to be successful. It was noted that the Cattlemen's Association would like to see the program continue. |
|---|---|

CORRESPONDENCE:

- | | |
|--|--|
| C-1
Buick Community Club
– Funding Amendment | MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve the funding amendment from the Buick Community Club requesting reallocation of \$3,046.04 from 2010 Grants-in-Aid funds to go toward projects in 2015. |
|--|--|

CARRIED.

CORRESPONDENCE: continued

C-2
Kings Valley Christian
Camp Society –
Funding Amendment

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve the funding amendment from the Kings Valley Christian Camp Society requesting reallocation of \$3,238.98 from 2014 Grants-in-Aid funds to go toward payment of having a reserve storage tank installed.

CARRIED.

C-3
NEAT – Food Secure
Kids Program

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve \$1,875 each from Electoral Areas B, C, D and E Fair Share, for a total of \$7,500 to the Northern Environmental Action Team (NEAT) to fund the Food Secure Kids-In Class Agricultural Education Program in 3 North Peace and 3 South Peace rural schools; further, that Electoral Area Directors be invited to attend a Food Secure Kids classroom lesson; and, further, that following delivery of the program NEAT provide the Regional District with feedback in report form.

CARRIED.

Director Hadland requested that the topic “agricultural education” be included for discussion at the Regional Board Strategic Planning Session.

C-4
North Peace Seniors
Housing Society re:
Funding

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the September 17, 2014 request from the North Peace Seniors Housing Society regarding a funding request toward Phase 2 of the North Peace Care Centre be referred to staff to report on financial options.

CARRIED.

Director Hadland requested that the topic “affordable seniors housing is essential” be included for discussion at the Strategic Planning Session.

C-5
Fort St. John receiving
facility

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve construction of a temporary storage lagoon to accept septic and holding tank waste, until a trucked waste facility is commissioned; and approve Option 2 up to \$600,000 from Rural Loan Fund Interest go toward this project.

CARRIED.

REPORTS:

R-1
Charlie Lake Lagoon
Upgrade re: Funding

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve all remaining Electoral Area C Fair Share funds budgeted to complete upgrades to the Charlie Lake collection system and lift station, be allocated to the Charlie Lake Lagoon Upgrade Project.

CARRIED.

REPORTS: continued

R-1

Charlie Lake Lagoon
Upgrade re: Funding

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve an additional Electoral Area
C Fair Share allocation of \$350,000 to cover anticipated budget shortfalls in the
upgrade to the Charlie Lake Lagoon system.

CARRIED.

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve an additional Gas Tax
allocation of \$350,000 to cover anticipated budget shortfalls in the upgrade to the
Charlie Lake Lagoon system.

CARRIED.

R-3

Kelly Lake Lift Station

MOVED by Director Hiebert, SECONDED by Director Hadland,
That the Rural Budgets Administration Committee approve an Electoral Area D Fair
Share commitment of up to \$15,000 for the repairs and replacement of equipment at
the Kelly Lake Sewer Lift Station.

CARRIED.

MOVED by Director Hiebert, SECONDED by Director Hadland,
That the Rural Budgets Administration Committee approve an Electoral Area D Fair
Share commitment of up to \$15,000 for the purchase of a spare back-up pump for the
Kelly Lake Sewer Lift Station.

CARRIED.

R-4

World Café Workshop

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the World Café Workshop be held again next year.

CARRIED.

R-5

Financial Report –
October 2014

The October 2014 Financial Report was reviewed. Comments were as follows:

Grant-in-Aid

- Staff will provide information on North Peace Fall Fair funding commitments
- Staff will provide an update on the status of the North Peace Lighthouse Association
- Staff will provide an update on the status of the Hats n' Chaps Gymkana Club

Fair Share

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the remaining Fair Share commitment of \$93.04 to the Moberly Lake Community
Association, for connection to the Moberly Lake Fire Hall's emergency back-up
generator, be written off as the project is complete.

CARRIED.

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the remaining Fair Share commitment of \$386.27 to the Moberly Lake Volunteer
Fire Department, for fencing around the generator and wet well pumping station at the
Moberly Lake Fire Hall, be written off as the project is complete.

CARRIED.

- Staff will provide an update on the status of building inspection of the Clearview Arena crawl space.

R-5
Financial Report –
October 2014
(continued)

Fair Share (continued)

- Staff will combine the Charlie Lake Sewer upgrade commitment items on the Financial Report

MOVED by Director Goodings, SECONDED by Director Hadland,
That the Electoral Area B and Electoral Area C Fair Share commitments toward the City of Fort St. John water system upgrades be removed.

CARRIED.

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve release of remaining funds for the Livestock Protection Program.

CARRIED.

MOVED by Director Goodings, SECONDED by Director Hadland,
That the Rural Budgets Administration Committee approve an additional Electoral Area B Fair Share commitment of \$500,000 to Rural Gasification.

CARRIED.

MOVED by Director Hiebert, SECONDED by Director Hadland,
That the remaining Grants from Loan Fund Interest commitment of \$3,308.27 for the Rural Sewage System Study (AECOM) be written off as the project is complete.

CARRIED.

MOVED by Director Hiebert, SECONDED by Director Hadland,
That the remaining Gas Tax commitment of \$3,308.27 for the Rural Sewage System Study (AECOM) be written off as the project is complete.

CARRIED.

BUSINESS ITEM:

B-1
Directors' signatures

It was noted that Electoral Area Directors' signatures will be utilized on letters notifying clubs, associations and other groups of grant approvals.

ADJOURNMENT

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

CARRIED.

The meeting adjourned at 12:27 p.m.

Director Goodings, Meeting Chair

Diana Mitchell, Recording Secretary



PEACE RIVER REGIONAL DISTRICT
RURAL BUDGETS ADMINISTRATION COMMITTEE
MEETING MINUTES

DATE: November 27, 2014

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: Directors

Director Goodings, Meeting Chair
Director Hadland
Director Hiebert
Director Schembri (via telephone)

Staff

Chris Cvik, Chief Administrative Officer
Kim Frech, Chief Financial Officer
Barb Coburn, Recording Secretary

Guests

Larry Houley,
Tom Soloshy, Chetwynd
Karen Tollefsen, Chetwynd
Joe Houde, Chetwynd
Walter J. Stewart, Charlie Lake
Alva Stewart, Charlie Lake
Brenda Brigs, Electoral Area 'B'
Dan Rose, Groundbirch
Charlie Lasser, Chetwynd
Stan Large, Chetwynd
Jack Wood, Chetwynd

Call to Order The Chair called the meeting to order at 9:36 a.m.

NEW BUSINESS:

Director Hadland Payment to Silver Willow 4-H Club for cleaning at the Peace Viewpoint

ADOPTION OF AGENDA:

November 20, 2014 MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee agenda for the November 27, 2014 meeting,
be adopted, including items of new business as follows:

1. CALL TO ORDER: Director Goodings to Chair Meeting
2. ADOPTION OF AGENDA:
3. REPORTS:
 - R-1 November 24, 2014 report from Kim Frech, Chief Financial Officer regarding Domestic Sewage & Septage Receiving Facility Funding.
4. NB-1 Payment to Silver Willow 4-H Club
5. ADJOURNMENT:

CARRIED.

REPORTS:

R-1
Domestic Sewage &
Septage Receiving
Facility Funding

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee commits \$3.5 million from Gas Tax funds to
Domestic Sewage & Septage Receiving Facility Funding to be constructed at the Charlie Lake
lagoon site.

CARRIED.

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the operation costs exceeding the user fees collected for the Domestic Sewage & Septage
Receiving Facility Funding be paid for from Fair Share Electoral Area C (75%) and Fair Share
Electoral Area B (25%).

CARRIED.

NEW BUSINESS:

NB-1
Payment to Silver Willow
4-H Club

MOVED by Director Hadland, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve payment of the November 18, 2014
invoice from the Silver Willow 4-H Club in the amount of \$1,500, from Electoral Area C BC Rail,
for 2014 clean-up of the Peace Valley Lookout.

CARRIED.

ADJOURNMENT:

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

CARRIED.

The meeting adjourned at 9:47 a.m.

Director Goodings, Meeting Chair

Barb Coburn, Recording Secretary

From: Mike McConnell [<mailto:mmcconnell@pris.ca>]
Sent: Friday, November 21, 2014 9:00 PM
To: Chris Cvik
Subject: Livestock Protection Pilot Program stats

Hi Chris .

I have attached the information you requested yesterday regarding areas of the Regional District from which claims have been received as well as the total number of livestock operations submitting claims. Any predator taken on a Community Pasture is claimed in the name of the pasture association regardless of who actually took the predator because the association holds the grazing tenure and is deemed to be the producer. Therefore the 121 number underestimates the actual number of individual operations benefitting from claims by approximately 20.

Please forward this information to the rural directors for me.

Thanks,

Mike McConnell

November 21, 2014

Claims have been received from 121 livestock operations including 2 Community Pastures with approximately 12 members each.

Areas of the BC Peace River from which claims have been received under the Peace River Livestock Protection Pilot Program

(Multiple claims have been received from almost every area)

Altona	Arras
Bear Flat	Bessborough
Buick Creek	Cecil Lake
Chetwynd	Clayhurst
Dawson Creek	Del Rio
East Pine	Doe River
Farrell Creek	Farmington
Fort St John	Golata Creek
Goodlow	Groundbirch
Jackfish Lake	Lone Prairie
Lower Cache Creek	Mile 95 Alaska Highway
Milligan Creek	Montney
North Pine	Rose Prairie
Pink Mountain	Pouce Coupe
Prespatou	Progress
Sunset Prairie	Tomslake
Triangle (mile 26 Alaska Highway)	Upper Cache
Upper Cutbank	Upper Halfway
Wonowon	Hudsons Hope

Mike McConnell,
President, Peace River Regional Cattlemen's Association

December 18, 2014

From: Gordon Johnsen
Sent: Thursday, November 20, 2014 3:14 PM
To: Bruce Simard; Chris Cvik; Trish Morgan; Karen Goodings
Cc: Gordon Johnsen
Subject: Clairview report (GJ).docx

Please find attached the review of the repairs completed or yet to be completed at the Clear view arena, I met with Sherri Munro at the arena and she gave me a walk thru of the completed projects, I have highlighted the repairs in red in the attachment.

They still need to complete the installation of the poly ground cover in the crawl space and the placement of fire extinguisher at the main entrance doors.

Feel free to contact me if I can be of further assistance.

Gordon Johnsen, Building Inspector
Peace River Regional District
Dawson Creek BC V1G 4H8
Office: 250-784-3212
Fax: 250-784-3201
www.prrd.bc.ca

December 18, 2014

Tuesday, June-10-14

Clear view Arena Review

June 09/2014 I (Fred Cornellessen) did an inspection of a water problem in the crawl space under the main area. Joist and rim joist are saturated and black but no mold has really started if this continues the joist and rim joist will fail completely in the near future.

Water is accumulating in the crawl space mostly from ground water penetrating under the grade beam from poor landscaping around the building.

1. The sump pump isn't working properly, new one to be installed that operates on a float switch. (New sump pump and sump pit has been installed and has been connected to drain.)
2. One sewer plumbing line needs repaired under the building due to a poor joint leaking. (Non-issue, what appeared to be a leak was merely condensation on the piping from wet conditions in crawl space.)
3. No venting was installed in the crawl space to keep this area dry and vented at least 4 vents to the exterior that can be closed in the winter time needs to be installed. (D. Bauer Mech. of FSJ was contracted to provide a solution to the dampness problem in the crawl space, they installed an HRV (heat/recovery/ventilation) unit which provides constant air exchange of the crawl space. This may have seemed to be overkill at the time but as of Dec. 2014, code changes to ventilation now state that all crawl spaces must be vented on a continues basis. NOTE: the crawl space needs to have a poly ground cover installed that meets BCBC 2012.
4. Install power venter fan to work on a humidistat to maintain the moisture level in the crawl space. (see above)
5. Metal siding to be cut open 4 feet up all along the East and South side of crawl space area to dry out the rim joist and joist. (completed)
6. Replace rim joist and scab new joist alongside of existing joist when it is all dried out to keep the structural strength of the floor. (how much won't be known till opened) (WL Construction of FSJ was contracted to remedy this problem, they added extra support from the interior of the crawl space.
7. Also while the siding is open access the construction of the building and replace all wet insulation and install a drip edge along the bottom when reinstalled. (Completed)

December 18, 2014

8. Dig down the outside of the building and install a weeping tile with 6" of washed rock to keep the water away from the building, and re-slope landscaping away from the building. (completed, weeping tile tied into sump pump)
9. Install 1 ½" high density foam on the outside of the grade beam down passed the bottom of the void form for greater protection. (not required)
10. I would also recommend ½" PTW plywood to be installed over the rim joist area up 2 feet of the wall and the siding reinstalled up under the existing siding over lapping the PTW plywood by 1 foot. This will let you landscape higher and keep the metal and insulation away from any moisture. (not required problem addressed elsewhere)
11. See attached drawing.
12. Sea can used for the landing and electrical on the corner needs to have a solid steel plate installed so snow and water doesn't accumulate and run down against the east side of the building. This will help with the snow removal for the fire door in the winter. (at time of inspection this had yet to completed, Sherry indicated her husband will complete this small task)

While I was there I reviewed a few other items that Sherry brought to my attention.

South side of arena

1. Slope all landscaping so water drains away from the building (completed)
2. Replace all the broken and missing down spout to keep water from accumulating by the building. (completed)
3. Replace all the steps damaged and removed over the winter by plow. (steps no longer required as landscaping about the building negated the need for steps)

Kitchen & common area

1. Fire extinguishers to be serviced not done since Jan 2013
2. Fire Alarm panel to be recertified last tested Jan 2013
3. Suppression System to be recertified in kitchen last tested Jan 2013
4. Kitchen exhaust fan to be cleaned full of grease which can cause a grease fire to be clean each year. (All above listed items completed)

Rink area:

1. South east corner of rink boards have been hit by the Zamboni and is damaged to the point that there is danger of the glass falling out if the wall is hit. (complete)

2. Sherry indicated that there are some roof leaks. A contractor needs to be brought in to check the roof and access it for repairs before it get worse. (DM Henderson roofing has inspected roof and will address any concerns, on waiting list)
3. The insulation in the rink area has holes in it from pucks, need to be sealed with insulation tape to keep the condensation from getting into the insulation and creating damage to the structure. (These will be patched in the summer months as a JLG (man lift) is required to reach the ceiling)

Front Entrance

1. The metal snow rakes have been damaged beyond repair on the roof and need replaced and the roof checked for leaks from pulled out screws before leaking damages the roof inside. (DM Henderson roofing will address this issue when they have time as they are extremely busy)



Peace River Regional District,

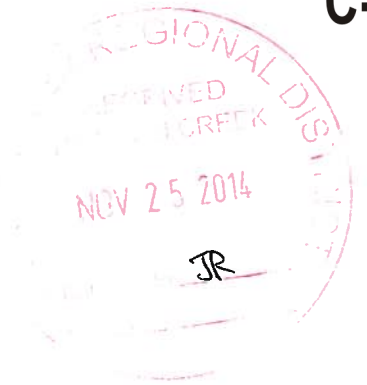
Thank you so much for
choosing me to receive
the Electoral Area E West
Bursary. I feel very
privileged. The money
will help a lot!

Sincerely,

Brittanni Amies.

December 18, 2014

Re-Electoral Area E West Bursary



August 25, 2014

As the recipient of your scholarship, I would like to express my sincere gratitude for the tremendous support that you have provided me with this scholarship.

I am a graduate of Chetwynd Secondary School and will be attending my first year at the University of Northern British Columbia in Prince George come this September. I was born and raised in the small community of Chetwynd and therefore look at going to university in Prince George as an opportunity to experience something new and different.

I have enrolled into the Health Science Program and plan on getting my degree in four years. Science has always been my strongest passion in school, especially biology. My career goal is to become a physiotherapist or even a doctor depending on my interest while attending university.

Receiving this scholarship motivates me to continue to work hard, as well as to push forward with my goals for my future. I look forward to starting my degree this year. Financial help like this truly lifts a heavy load off of my shoulders and enables me to direct my focus on schooling. I thank you again for your generosity.

Sincerely,

Sara Norris

Sara Norris



December 18, 2014



Peace River Regional District REPORT

To: Rural Budgets Administration Committee

From: Kim Frech, Chief Financial Officer

Date: 5 December 2014

Subject: North Peace Senior Housing Funding

RECOMMENDATION:

THAT per the "Fair Share Seniors Housing" policy, the Rural Budgets Administration Committee commits \$10,000 per unit for each of the 25 units for a total of \$250,000 from each Electoral Area "B" and Electoral Area "C" for a total of \$500,000, conditional on: a) receipt of a report with confirmation all other capital funding secured; and b) a five year operational budget with funding confirmation.

BACKGROUND:

Electoral Area "B" and Electoral Area "C" previously committed \$150,000 each for a total of \$300,000 to the North Peace Senior Housing Foundation for the previous phase that opened 18 units. This new Phase 2 project will have 25 units. The new policy has a maximum of \$250,000 per Electoral Area toward the same project which this would fall within.

Even though the \$300,000 was paid to the organization in 2013 it was committed in 2009 which is now more than 5 years ago. Based on the past commitment, and the information contained in the report that they are just in the fundraising phase, and with the conditions attached to the commitment, the payment will again probably not be paid for some time.

STRATEGIC PLAN RELEVANCE:

None

FINANCIAL CONSIDERATION(S):

Reduction of Fair Share reserves

COMMUNICATIONS CONSIDERATION(S):

Will request appropriate recognition

OTHER CONSIDERATION(S):

More senior accommodations in region

Staff Initials:

Dept. Head:

Kim Frech

CAO:

Ch. Birk

December 18, 2014

From: North Peace Seniors Housing Society [mailto:npshts@fsjmail.net]
Sent: November-06-14 2:56 PM
To: Diana Mitchell
Subject: Re: Phase 2 - NPCC

Attached please find the study you request. If you require any further information, please let me know, and I will forward to you. We are happy that both regional districts are supportive of this much needed social housing for seniors.

Thanks and have a great day.

Kimberly Wilson
Manager
North Peace Seniors Housing Society
101-9816-108th Avenue
Fort St. John, BC V1J 5S4

npshts@fsjmail.net

250-785-8983
250-785-0302 Fax

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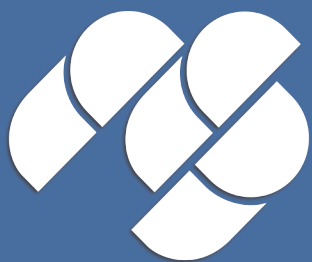
Diana Mitchell wrote:
Please see the attached letter.

Regards,
Diana Mitchell
Executive Assistant
Direct: 250-784-3207
Diana.Mitchell@prrd.bc.ca

Peace River Regional District
Box 810, 1981 Alaska Avenue
Dawson Creek, BC V1G 4H8
Toll-free (24 hour): 1-800-670-7773
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www.prrd.bc.ca

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December 18, 2014



BUILDING 4 UPDATE

Prepared for North Peace Seniors Housing Society

Date: July 2014

C I T Y  S P A C E S

585 - 1111 West Hastings Street
Vancouver BC V6E 2J3
604 687 2281

5th Floor 844 Courtney Street
Victoria BC V8W 1C4
250 383 0304

300 - 160 Quarry Park Blvd SE
Calgary AB T2C 3G3
403 398 2468

www.cityspaces.ca

JULY 2014 BUILDING 4 UPDATE

Subsequent to the meeting with the Board of the North Peace Seniors Housing Society to review the June 2014 *Preliminary Feasibility Assessment for Building 4*, we have reviewed the capital budget and analyzed the business case and cash flow analysis based on input received. The following is a succinct, updated business case analysis.

BACKGROUND

Revisions to the analysis are outlined below:

- Increased capital construction costs to cover the higher renovation costs for building systems and level of tenant improvements required;
- Removed food service revenues and expenses from the budget. Based on the Society's experience and practice, revenues and costs will net out; and
- Develop primarily small one-bedroom units.

UNIT SIZES

Average unit sizes by type, based on preliminary schematic plans are as follows:

Unit Type	Average size (sf)
studio	+350 sf
one bedroom	+450 sf
two bedroom	+600 sf

STABILIZED RENTS

Monthly rental rates will vary according to final unit size and have been stabilized (averaged) in preparing cash flows. The average monthly base rents applied are shown below:

Unit Type	Average monthly shelter rent
studio	\$700
one bedroom	\$1,000
two bedroom	\$1,300

UNIT TYPE DISTRIBUTION

The schematic design shows 25 units with 3 unit types. The goal is to maximize the number of one-bedroom units, provide at least one two bedroom unit and potentially a few lower-priced studio units. The unit distribution is based on the Society's experience with market demand.

Unit Type	Number of units
studio	4
one bedroom	20
two bedroom	1

BUSINESS CASE AND CASH FLOW ANALYSIS UPDATE

A revised cash flow analysis based on total renovation costs of \$1.93 million and with revised revenues and expenses has been prepared and is attached. Operating costs have been determined using the experience of Building 3 as a template that can accurately and with confidence prorate income and expenses, including necessary replacement reserves including an allowance for vacancy loss. Food service revenues and expenses have been removed as they are deemed to net out, thus giving a clearer understanding of the business case for renovating the building as a housing project.

It is noted that the mortgage, after replacement reserve and based on the revenues and expenses, generates a Debt Coverage Ratio (DCR) of 1.0 with the assumptions applied. Financial institutions typically look for a slightly higher DCR (meaning more income), but given the Society's equity in the land, the fact the Society operates other facilities, and the DCR calculation includes replacement reserve, the financial assessment is very stable should more than suffice.

SOURCE AND APPLICATION OF FUNDS FOR THE CAPITAL PROJECT

The business case and cash flow analysis proposes funding for the capital renovations will be come from three sources:

- direct Society contribution;
- fundraising; and
- mortgage

The following table provides an overview of the assumed sources of funding, to undertake the capital renovations:

Source of Funding	Description	Amount
North Peace Housing Society	direct monetary contribution (excluding land and existing building envelope)	\$400,000
Other fundraising	fundraising efforts and contributions provided by others	\$350,000
Subtotal fundraising and Society contributions		\$750,000
Mortgage	assumes a 25 year amortization period at 5% interest	\$1,180,000
Total		\$1,930,000

NEXT STEPS

Next steps should include the following:

- *Fundraising:* Continue to explore additional grants or other financial contributions from organizations and individuals;
- *Existing plans:* Obtain the full set of Building 4 architectural and engineering drawings (currently have structural and sprinkler);
- *Planning:* Retain architect and structural engineer initially, and mechanical and electrical as required (within the capital “soft cost” budget);
- *Building permit requirements:* Meet with the City of Fort St. John regarding permits;
- *Design sign-off:* Prepare design drawings (final floor plans) for review and sign-off by the Board;
- *Consultants:* Retain other consultants (mechanical and electrical) as required;
- *Working Drawings:* Complete working drawings;
- *Tendering:* Tender the project and confirm final construction contract; and
- *Contract:* Contract administration and substantial completion.

NORTH PEACE SENIORS HOUSING SOCIETY
Order of Magnitude Capital Cost Estimate
Building Four | Renovation

Estimate based on the following assumptions and information:				
Location:		100 Street and Peace River Road, Fort St. John, BC		
Gross Floor Area (sq. ft.):		22,224		
Number of Units:		25		
Project brief:		Renovate Building 4 to create 25 studio, one and two bedroom units, ranging in size, and provide a connection to Building 3. Requires some asbestos abatement.		
Description	Quantity	Unit	Rate	Total
<u>HARD COSTS</u>				
Asbestos abatement and interior wall removal of all interior space	1	Lump Sum	220,000	220,000
Demising wall reinstatement and drywall ceilings	1	Lump Sum	440,000	440,000
Millwork/flooring	1	Lump Sum	220,000	220,000
Electrical rough-in	1	Lump Sum	110,000	110,000
Electrical fixtures	1	Lump Sum	50,000	50,000
Plumbing rough-in	1	Lump Sum	120,000	120,000
Plumbing fixtures	1	Lump Sum	50,000	50,000
Mechanical (replace heating system and air conditioning)	1	Lump Sum	220,000	220,000
Kitchen servery (miscellaneous upgrade)	1	Lump Sum	50,000	50,000
<i>Subtotal Hard Costs</i>				\$1,480,000
<u>CONTINGENCIES</u>				
Escalation Contingency (per year from 2014)	1	2%	2.0%	29,600
Construction Contingency			8.0%	118,400
<i>Subtotal Contingencies</i>				\$148,000
<u>FFE</u>				
Furniture, fixtures and softwares (estimated allowance)	1	Lump Sum	40,000	40,000
<i>Subtotal FFE Costs</i>				\$40,000
<u>SOFT COSTS</u>				
Soft costs including design fees, planning and administration costs, legal, insurance etc.			15.00%	222,000
<i>Subtotal Soft Costs</i>				\$222,000
<u>GST Payable</u>				
On specific taxable items (assumes rebate)			1.75%	33,075
<i>Subtotal GST</i>				\$33,075
Total Development Costs			PSF	\$86.53
				\$1,923,075

Notes:

1. Preliminary cost estimates, subject to further estimates by a professional Cost Consultant/Quantity Surveyor.

NORTH PEACE SENIORS HOUSING SOCIETY
Cash Flow Analysis - Building Four Renovation

Assumptions		Total Units	Capital Costs		Financing Assumptions								
Studio Units	4		Construction	1,668,000	Mortgage Rate		5.0% (2015 BCHMC CPI lending rate)						
One Bedroom Units	20		Soft Costs	222,000	Mortgage Amount		1,190,000 (Max loan amount)						
Two Bedroom Units	1		Land Cost	-	Mortgage Term		25 years						
Total	25		GST Payable	33,075	Mortgage Payment (\$)		6,921 monthly 83,053 annual						
			Subtotal	1,923,075									
Operating Cost Increases		Per annum	Total Capital Costs		1,923,075								
Operating Expenses Increase	2.5%												
Residential Rent Increase	3.0%												
Property Tax Increase	4.0%		MAX LOAN AMT		1,190,000	(assumes max mortgage)		Cash flow check		\$0			
Caretaker/Mtnce Salary Increase	2.0%							Debt coverage ratio		1.00			
Contingency for Vacancy Loss	1.0%		Additional Equity Required		733,075			Fund raising & Society contribution say		733,075 750,000			
Revenues	PUPM	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
	Rents	Base Year											
Studio Units	700	33,600	34,608	35,646	36,716	37,817	38,952	40,120	41,324	42,563	43,840	45,156	46,510
One Bedroom Units	1,000	240,000	247,200	254,616	262,254	270,122	278,226	286,573	295,170	304,025	313,146	322,540	332,216
Two Bedroom Units	1,300	15,600	16,068	16,550	17,047	17,558	18,085	18,627	19,186	19,762	20,354	20,965	21,594
Less Contingency for Vacancy Loss		(2,892)	(2,818)	(2,903)	(2,990)	(3,079)	(3,172)	(3,267)	(3,365)	(3,466)	(3,570)	(3,677)	(3,787)
TOTAL REVENUES		286,308	295,058	303,910	313,027	322,418	332,090	342,053	352,315	362,884	373,771	384,984	396,533
Expenditures	PUPM	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Wages & Benefits:													
Administration	62.50	18,750	19,219	19,699	20,192	20,696	21,214	21,744	22,288	22,845	23,416	24,002	24,602
Janitorial	34.57	10,371	10,630	10,896	11,168	11,448	11,734	12,027	12,328	12,636	12,952	13,276	13,608
Maintenance	72.34	21,702	22,245	22,801	23,371	23,955	24,554	25,168	25,797	26,442	27,103	27,780	28,475
Administration Expenses	34.53	10,359	10,618	10,883	11,156	11,434	11,720	12,013	12,314	12,621	12,937	13,260	13,592
Maintenance (incl. Emerg. Call System)	134.13	40,239	41,044	41,865	42,702	43,556	44,427	45,316	46,222	47,146	48,089	49,051	50,032
Insurance	44.03	13,209	13,539	13,878	14,225	14,580	14,945	15,318	15,701	16,094	16,496	16,909	17,331
Property Tax - assume exemption	0.00	0	0	0	0	0	0	0	0	0	0	0	0
Utilities - Electricity	61.75	18,525	18,988	19,463	19,949	20,448	20,959	21,483	22,020	22,571	23,135	23,714	24,306
Utilities - Garbage	6.52	1,956	2,005	2,055	2,106	2,159	2,213	2,268	2,325	2,383	2,443	2,504	2,566
Utilities - Heating & Hot Water	97.05	29,115	29,843	30,589	31,354	32,138	32,941	33,764	34,609	35,474	36,361	37,270	38,201
Utilities - Water & Sewer	29.45	8,835	9,056	9,282	9,514	9,752	9,996	10,246	10,502	10,765	11,034	11,310	11,592
Other General Expenses (not incl. mortgage)	10.00	3,000	3,075	3,152	3,231	3,311	3,394	3,479	3,566	3,655	3,747	3,840	3,936
Subtotal	586.87	176,061	180,261	184,563	188,967	193,478	198,097	202,828	207,672	212,632	217,712	222,915	228,242
Replacement Reserve	90.00	27,000	1,080	1,080	1,080	1,080	1,080	1,080	1,080	1,080	1,080	1,080	1,080
TOTAL EXPENSES	676.87	203,061	181,341	185,643	190,047	194,558	199,177	203,908	208,752	213,712	218,792	223,995	229,322
Cash Flow (NOI before mortgage)		83,247	113,717	118,267	122,980	127,860	132,913	138,145	143,563	149,172	154,978	160,989	167,211
Financing – Mortgage	6921.10	83,053	83,053	83,053	83,053	83,053	83,053	83,053	83,053	83,053	83,053	83,053	83,053
Cash Flow (NOI after mortgage) – No Replacement Reserve		27,194	31,743	36,294	41,006	45,887	50,940	56,172	61,590	67,199	73,005	79,016	85,238
Cash Flow – With Replacement Reserve		194	30,663	35,214	39,926	44,807	49,860	55,092	60,510	66,119	71,925	77,936	84,155

**NORTH PEACE SENIORS HOUSING SOCIETY**

Suite 101, 9816 – 108th Avenue, Fort St. John, B.C. V1J 5S4
Tel: (250) 785-8983 • Fax: (250) 785-0302 • E-mail: npshts@fsjmail.net

September 17, 2014

Office of: Karen Goodings
Director, Electoral Area "B"

Dear Karen:

The North Peace Seniors Housing Society, a not for profit society, has been working diligently for the past several years toward providing much needed additional housing for our seniors. Our mandate has been to provide affordable housing to the seniors of Fort St. John and Area since 1966.

In 2009, we were approved for a grant of \$10,000 per unit to a maximum of \$150,000 from Electoral Area "C" Fair Share Funds, toward the construction of a Seniors Complex. This money was released to us in 2013 to help us complete our renovation project of the North building of the former North Peace Care Center. In November 2013, we successfully opened the doors to 18 Independent Seniors mini apartments with meal supports, and we appreciate your support in helping us do this.

Presently, we are in the preliminary stages of renovating the South building of the former North Peace Care Centre (which we now refer to as NPSHS Apartment #4). This is Phase 2 of the NPCS renovation project. We are renovating this building into Supportive housing in which we plan to have twenty-five (25) units. We have started the process and hope to open this building in 2015.

We all recognize that the need for seniors housing in Fort St. John is high and we already have 27 applications for supportive housing and another 120 applications for Independent Seniors housing.

Again we thank you for your past support, and hope that Electoral Area C will be supportive of our new project which will help fill the needs of Fort St. John and area seniors housing.

Sincerely,

A handwritten signature in black ink, appearing to read 'G. Weber'.

Gail Weber
Chairman, NPSHS

cc file

-----Original Message-----

From: North Peace Seniors Housing Society [mailto:npshts@fsjmail.net]

Sent: October-07-14 12:24 PM

To: Diana Mitchell

Cc: Kim Frech; Gail Weber

Subject: Re: Phase 2 NPCS Renovation Project

Diana

Attached please find our Cost analysis of this project. It is estimated to be a 1.8 million dollar project. I have also included for you a conceptual floor plan and possible floor plans for the units. At this point we do not have any other contributors to the project, however we are looking at having a fundraiser to help. NPSHS has some funds put away to pay for some of the initial costs, but we will more than likely be securing a large mortgage for this project. Should you need any other information prior to your meeting, please let me know.

Thanks and have a great day.

Kimberly Wilson

Manager

North Peace Seniors Housing Society

101-9816-108th Avenue

Fort St. John, BC V1J 5S4

npshts@fsjmail.net

December 18, 2014

NORTH PEACE SENIORS HOUSING SOCIETY
Order of Magnitude Capital Cost Estimate
Building Four | Renovation

Estimate based on the following assumptions and information:				
		Location:	100 Street and Peace River Road, Fort St. John, BC	
		Gross Floor Area (sq. ft.):	22,224	
		Number of Units:	25	
		Project brief:	Renovate Building 4 to create 25 studio and one bedroom units, ranging in size, and provide a connection to Building 3. Requires some asbestos abatement.	
Description	Quantity	Unit	Rate	Total
<u>HARD COSTS</u>				
Asbestos abatement and interior wall removal of all interior space	1	Lump Sum	220,000	220,000
Demising wall reinstatement and drywall ceilings	1	Lump Sum	440,000	440,000
Millwork/flooring	1	Lump Sum	220,000	220,000
Electrical rough-in	1	Lump Sum	110,000	110,000
Electrical fixtures	1	Lump Sum	25,000	25,000
Plumbing rough-in	1	Lump Sum	120,000	120,000
Plumbing fixtures	1	Lump Sum	50,000	50,000
Mechanical (replace air handling and sprinkling adjustments)	1	Lump Sum	220,000	220,000
Kitchen servery (miscellaneous upgrade)	1	Lump Sum	25,000	25,000
Subtotal Hard Costs				\$1,430,000
<u>CONTINGENCIES</u>				
Escalation Contingency (per year from 2014)	1	2%	2.0%	28,600
Construction Contingency			8.0%	114,400
Subtotal Contingencies				\$143,000
<u>FFE</u>				
Furniture, fixtures and softwares (estimated allowance)	1	Lump Sum	40,000	40,000
Subtotal FFE Costs				\$40,000
<u>SOFT COSTS</u>				
Soft costs including design fees, planning and administration costs, legal, insurance etc.			15.00%	214,500
Subtotal Soft Costs				\$214,500
<u>GST Payable</u>				
On specific taxable items (assumes rebate)			1.75%	31,981
Subtotal GST				\$31,981
Total Development Costs		PSF	\$83.67	\$1,859,481

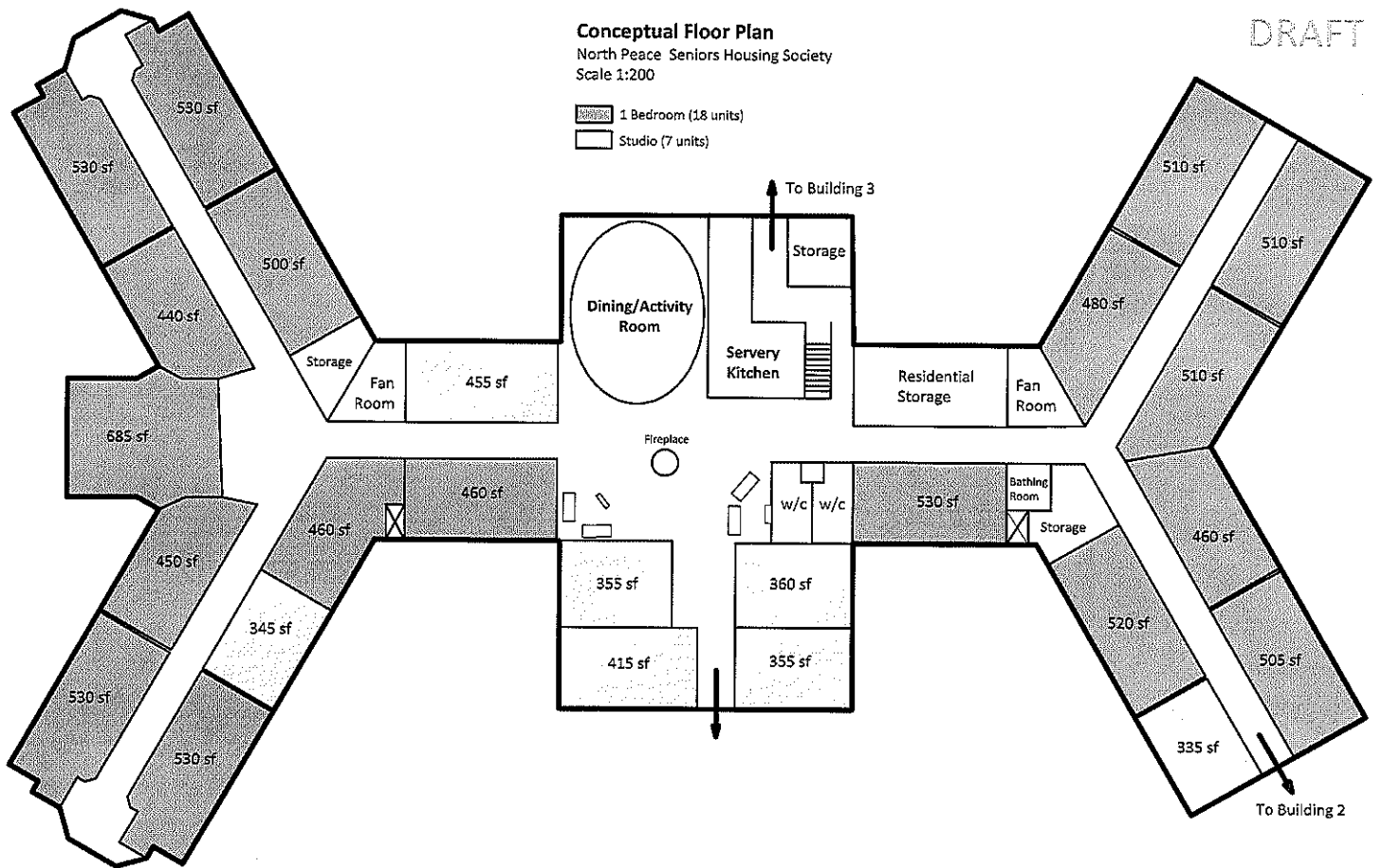
Notes:

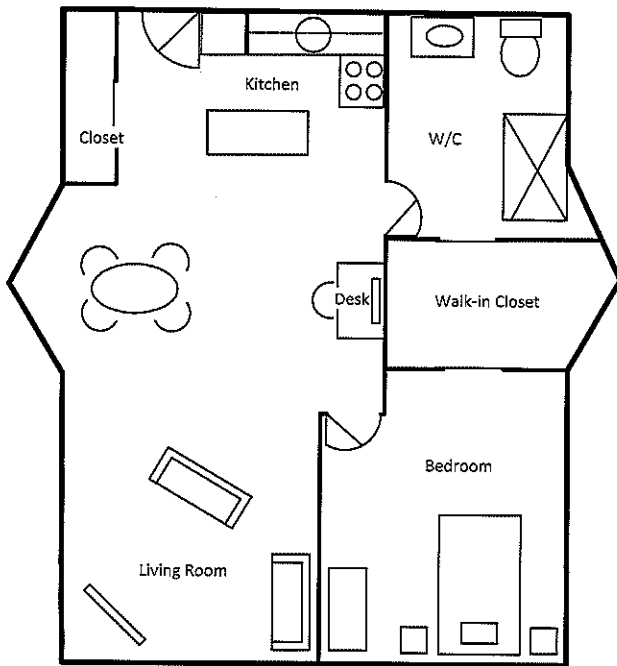
1. Preliminary cost estimates, subject to further estimates by a professional Cost Consultant/Quantity Surveyor.

Conceptual Floor Plan
 North Peace Seniors Housing Society
 Scale 1:200

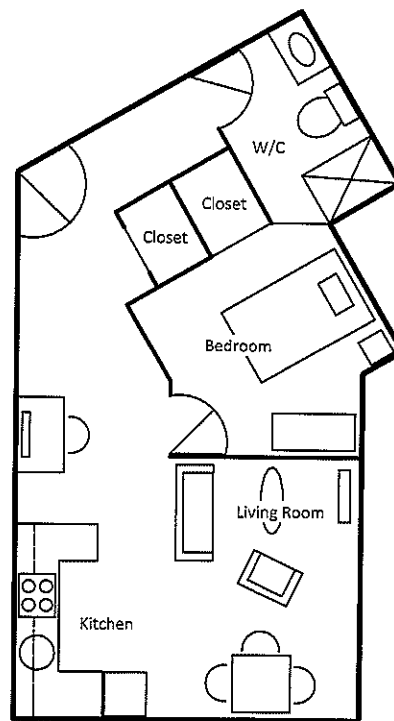
DRAFT

-  1 Bedroom (18 units)
-  Studio (7 units)





1 Bedroom
(App. 685 sf)

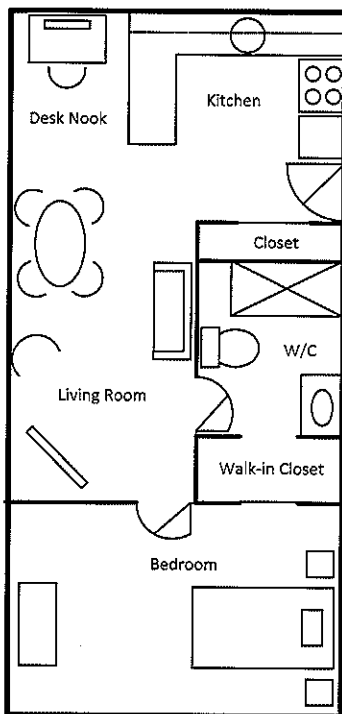


1 Bedroom
(App. 460 sf)

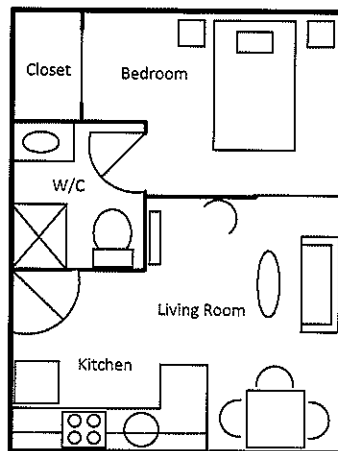
Conceptual Unit Plans II
North Peace Seniors Housing Society

Scale 1:50

CITY  SPACES



1 Bedroom
(App. 500 sf)
(average)



Studio
(App. 300 sf)
(smallest)

Conceptual Unit Plans
North Peace Seniors Housing Society

Scale 1:50

CITY  SPACES



RURAL BUDGETS ADMINISTRATION COMMITTEE
FAIR SHARE POLICIES

SENIORS HOUSING

1. Any proponent group requesting Fair Share grants must be a BC registered not-for-profit society.
2. An economic viability study must be prepared by the proponent that would be consistent with the requirements of the Ministry Responsible for Housing and the Ministry Responsible for Seniors, which must show the proposed source of all capital costs and operational costs for a five year period.
3. Seniors housing must be made available to any BC senior, regardless of race, religious affiliation or other discriminatory factors. A statement to this effect must be made in writing to the Regional District, signed by the authorized officers of the proponent registered society.
4. Fair Share funds may not be used for the operation of the proponent society for the proposed facility.
5. One grant, within a five year period, to a maximum of \$250,000 may be provided from any one Electoral Area.
6. A grant to a maximum of \$5,000 may be provided toward the preparation on an economic viability study, in addition to the grant referred to above.
7. No other Regional District funding source, including Grant-in-Aid or tax levies, may be requested for the feasibility study or the construction of the proposed facility.
8. Each Electoral Area may provide the maximum grant for the same specific proposal.
9. Grant recipients must recognize the Regional District for its contribution through:
 - displayed of a plaque of appreciation; and
 - a joint press release.



Peace River Regional District REPORT

To: Rural Budgets Administration Committee

From: Kim Frech, Chief Financial Officer

Date: December 8, 2014

Subject: Financial Report – November 2014

Attached for your information is the monthly Rural Budgets Financial Report.

The report includes:

1. Grants-in-Aid (*4 pages*) - 2005 to 2014 balances remaining
 - Page 1 - Area B, Area C, Area E
 - Page 2 - Sub-Regional
 - Page 3 - Youth Travel Recipient Listing
 - Page 4 - Scholarship/Bursary Recipient Information
2. Fair Share Money Market Fund (*1 page*). Report Includes:
 - a. Opening Balance
 - b. Revenues (interest, annual payment/subscription, etc.)
 - c. Commitment amount (*first column after name of payee*)
 - d. Previous Years Payments
 - e. Payments made this year (*next 4 columns - column for each Area*)
 - f. Balance remaining of the Commitment (*last column*)
 - g. Actual Balance
 - h. Total Remaining Commitment
 - i. Balance available *after* remaining Commitments
3. BC Rail (includes revenue, expenditures and future commitments) (*1 page*)
4. Reserve (Appropriated Surplus) Balances (*2 pages*)

If there is anything missing or something that is on the report(s) that needs to be researched, please let me know.

Thank you.

Staff Initials:

Dept. Head:

Kim Frech

CAO:

Ch. G. Kirk

December 18, 2014

 Peace River Regional District Grants-In-Aid Summary of Payables - 2014		December 1, 2014						
Current Year Allocation		2005-2009	2010	2011	2012	2013	2014	GIA Remaining
			Budget 103,000.00	Budget 107,000.00	Budget 103,000.00	Budget 103,000.00	Budget 103,000.00	
			Allocated 103,000.00	Allocated 107,000.00	Allocated 103,000.00	Allocated 103,000.00	Allocated 94,608.17	
AREA B								
	Big Bam Ski Hill	-	-	-	10,000.00	19,000.00	-	29,000.00
	Buick Creek Community Club	-	3,046.04	12,000.00	5,000.00	-	-	20,046.04
	Cache Creek Community Club	182.13	-	-	-	-	-	182.13
	Cecil Lake Rec. Commission	-	-	-	-	-	-	-
1,000.00	Fort St. John Gradfest	-	-	-	-	-	-	-
15,895.17	Golata Creek Recreation Society	-	(0.00)	-	-	-	9,299.93	9,299.93
22,830.00	Goodlow Community Club	-	-	5,929.60	-	7,834.24	15,512.55	29,276.39
	Halfway Graham Community Club	1,411.19	-	-	-	-	-	1,411.19
18,100.00	King's Valley Christian Camp	-	-	-	-	3,542.28	5,663.14	9,205.42
12,643.00	Montney Rec. Commission	-	-	862.14	-	5,206.38	12,643.00	18,711.52
7,390.00	North Peace 4-H Senior Council	-	-	-	-	-	-	-
8,500.00	North Peace Fall Fair Society	-	-	-	-	-	-	-
5,750.00	North Peace Historical Society	-	-	-	2,064.67	-	2,450.00	4,514.67
	North Peace Light Horse Assn.	-	-	-	2,900.00	-	-	2,900.00
	Osborn Community Club	-	-	280.06	2,643.56	3,725.00	-	6,648.62
	Rose Prairie Curling Society	-	-	0.00	0.00	483.73	-	483.73
1,000.00	Area B Rural Bursary	-	-	-	-	-	-	-
1,500.00	Youth Travel	-	-	-	-	-	1,000.00	1,000.00
94,608.17	Total Area B	1,593.32	3,046.04	19,071.80	22,608.23	39,791.63	46,568.62	132,679.64
		2005-2009	2010	2011	2012	2013	2014	
			Budget 100,000.00	Budget 100,000.00	Budget 100,000.00	Budget 100,000.00	Budget 112,025.88	
			Allocated 100,000.00	Allocated 100,000.00	Allocated 100,000.00	Allocated 87,924.72	Allocated 93,297.04	
AREA C								
	Big Bam Ski Hill	-	-	-	16,000.00	31,000.00	-	47,000.00
40,512.04	Charlie Lake Community Club	-	935.94	2,910.55	-	-	10,012.04	13,858.53
1,000.00	Fort St. John Gradfest	-	-	-	-	-	-	-
35,535.00	Lake Point Golf Club	-	-	-	-	4,241.96	-	4,241.96
	North Peace 4H Senior Council	-	-	-	-	2,415.92	-	2,415.92
8,500.00	North Peace Fall Fair Society	-	-	-	-	-	-	-
5,750.00	North Peace Historical Society	-	0.00	-	-	629.75	5,750.00	6,379.75
	North Peace Light Horse Assn.	-	-	10,000.00	2,900.00	-	-	12,900.00
	Whiskey Jack Nordic Ski Club	-	-	-	-	-	-	-
1,000.00	*Area C Scholarship	-	-	-	-	-	-	-
1,000.00	Youth Travel	-	-	-	-	-	1,000.00	1,000.00
93,297.04	Total Area C	-	935.94	12,910.55	18,900.00	38,287.63	16,762.04	87,796.16
		2005-2009	2010	2011	2012	2013	2014	
			Budget 102,000.00	Budget 102,000.00	Budget 102,000.00	Budget 111,610.00	Budget 103,150.00	
			Allocated 102,000.00	Allocated 102,000.00	Allocated 92,390.00	Allocated 110,460.00	Allocated 103,150.00	
AREA E								
27,650.00	Camp Emile	-	(0.00)	0.00	-	0.00	22,144.47	22,144.47
2,500.00	Chetwynd & Dist Rec. Centre	-	-	-	-	-	2,500.00	2,500.00
10,000.00	Chetwynd Electric Eels Swim Assn.	-	-	-	-	-	10,000.00	10,000.00
4,000.00	Chetwynd Gymkhana	-	-	-	-	5,964.10	4,000.00	9,964.10
19,889.74	Chetwynd Rod & Gun Club	-	-	-	-	6,109.42	19,889.74	25,999.16
8,000.00	Foothills Team Roping Club	-	-	-	-	777.16	8,000.00	8,777.16
3,500.00	Jackfish Community Association	-	-	(0.00)	-	9,745.46	3,500.00	13,245.46
4,400.00	Little Giants Figure Skating Club	-	-	-	-	-	4,400.00	4,400.00
14,405.00	Little Prairie Heritage Society	-	-	(0.00)	4,239.26	4,295.38	9,502.83	18,037.47
	Moberly Lake Community Assn.	-	-	-	5,435.31	-	-	5,435.31
	Pine Valley Exhibition Park Soc.	-	-	(0.00)	-	1,849.62	-	1,849.62
	Pine Valley Motor Sports	-	-	-	-	-	-	-
4,800.00	Pine Valley Seniors Assn.	-	-	-	-	73.00	4,800.00	4,873.00
	Sagitawa Christian Camping Society	-	-	-	-	-	-	-
1,000.00	Area E West Bursary	-	-	-	-	-	500.00	500.00
3,005.26	Youth Travel	-	-	-	-	-	2,205.26	2,205.26
103,150.00	Total Area E	-	(0.00)	0.00	9,674.57	28,814.14	91,442.30	129,931.01

December 18, 2014

		2005-2009	2010	2011	2012	2013	2014	
SUB-REGIONAL			Budget 130,000.00 Allocated 130,000.00	Budget 130,000.00 Allocated 130,000.00	Budget 130,000.00 Allocated 130,000.00	Budget 150,000.00 Allocated 149,916.11	Budget 150,084.00 Allocated 150,084.00	
4,953.25	Ark - Dawson Creek Youth Centre Society	-	-	-	-	-	-	-
4,953.25	Bessborough Community Club	-	-	74.96	-	-	4,953.25	5,028.21
11,398.49	Cutbank Community Club	-	-	-	-	0.00	2,531.72	2,531.72
20,753.25	Dawson Creek Sportsman's Club	-	-	-	-	-	-	-
9,995.32	Doe River Recreation Commission	-	-	-	-	-	9,995.32	9,995.32
7,390.00	Farmington Community Association	-	-	-	-	-	-	-
2,753.25	Groundbirch Rec. Commission	-	-	-	-	-	1,753.25	1,753.25
	Hats n' Chaps Gymkhana	-	-	-	3,958.99	-	-	3,958.99
	Kilkerran Recreation Commission	-	-	-	-	3,000.00	-	3,000.00
14,453.25	Kiskatinaw Fall Fair	-	-	-	-	2,484.01	528.05	3,012.06
18,550.64	McLeod Rec. & Social Services Society	-	-	-	-	-	3,117.27	3,117.27
4,500.00	Rolla Ratepayers	-	-	-	-	-	4,500.00	4,500.00
7,453.25	Sunset Prairie Recreation Commission	-	-	0.00	4,201.95	513.89	7,453.25	12,169.09
1,773.25	Swan Lake Enhancement Society	-	-	-	-	-	-	-
3,453.25	Tomslake Community Cultural Assn.	-	-	-	-	-	3,453.25	3,453.25
20,750.00	Tomslake & District Rec Commission	-	-	-	-	(0.00)	11,217.53	11,217.53
12,453.55	Tupper Community Club	-	-	-	-	-	12,453.55	12,453.55
3,000.00	Post Secondary Bursary	-	-	-	-	-	1,500.00	1,500.00
1,500.00	Youth Travel	-	-	-	-	-	1,500.00	1,500.00
150,084.00	Total Sub-Regional	0.00	0.00	74.96	8,160.94	5,997.90	64,956.44	79,190.24
441,139.21	COMBINED GRAND TOTALS	1,593.32	3,981.98	32,057.31	59,343.74	112,891.30	219,729.40	429,597.05
Prior Years Payable total =		209,867.65						
2014 Payable total =			219,729.40					
Total GIA Payable =							429,597.05	

Youth Travel Recipient Information

Area	Recipient	Total To-Date	2010	2011	2012	2013	2014
Area B	Northern BC High School Rodeo	500	500				
	Northern BC High School Rodeo	500				500	
	Megan Smith, Rodeo travel	500					500
	TOTAL granted for year		500	1,500	0	1,500	1500
	TOTAL used		500	0	0	500	500
	BALANCE Remaining		0	0	0	0	1000

Area C	Recipient	Total To-Date	2010	2011	2012	2013	2014
Area C	Inconnu Swim Club	300		300			
	Northern BC High School Rodeo	1,000	500		500		
	Northern BC High School Rodeo	500				500	
	TOTAL granted for year		1,000	1,000	1,000	1,000	1000
	TOTAL used		500	300	500	500	0
	BALANCE Remaining		0	0	0	0	1000

Area E	Recipient	Total To-Date	2010	2011	2012	2013	2014
Area E	3 Nations Midget Hockey	650		350		300	
	Auroras Speed Skating Club	250		250			
	Chet Girls Club Volleyball	750	250		500		
	Chet Scotiabank Bantam Giants Hockey	850	350		500		
	Chet Secondary Boys Wrestling	350	350				
	Chet Secondary Girls Volleyball	1,250	250		200	800	
	Chet Talisman Energy Pee Wee Giants Hockey	500			500		
	Electric Eels Swim Club	600		300	300		
	Chetwynd Secondary Highschool Golf Team	300				300	
	Dawson Creek Juvenile Girls Curling	500					500
	Chetwynd Girls Club Volleyball	300					300
	TOTAL granted for year		2,000	2,000	2,000	2,000	3005.26
	TOTAL used for year		1,200	900	2,000	1,400	800
	BALANCE Remaining		0	0	0	0	2205.26

Sub-Regional	Recipient	Total To-Date	2010	2011	2012	2013	2014
Sub-Regional	Northern BC High School Rodeo	1,000			1,000		
	Northern BC High School Rodeo	1,000				1,000	
	TOTAL granted for year		1,500	1,500	1,500	1,500	1500
	TOTAL used for year		0	0	1,000	1,000	0
	BALANCE Remaining		0	0	0	0	1500

Scholarship/Bursary Recipient Information 2010 to Current

Area B Bursary

Year	Name	Amount	Amount Remaining	Date Claimed
2014	Rebecca Hedges	1,000	0	3-Sep-14
2013	Makayla MacLeod	1,000	0	13-Aug-13
2012	Eliza Li	1,000	0	2012
2011	Talia Miller	500	0	2011
2010	Kendra Young	500	0	2010
TOTAL		2,000	0	

Area C Scholarship

Year	Name	Amount	Amount Remaining	Date Claimed
2014	Dylan Kassian	1,000	0	23-Aug-14
2013	Daisy Petrucci	1,000	0	15-Aug-13
2012	Stephanie Sutherland	1,000	0	2012
2011	Hannah Leber	500	0	2011
2010	Tawny Hosker	500	0	2010
TOTAL		4,000	0	

Area E Bursary

Year	Name	Amount	Amount Remaining	Date Claimed
2014	Sara Norris	500	0	27-Nov-14
2014	Brittany Andres	500	500	
TOTAL		1,000	1000	

Sub-Regional Bursary & Scholarship

Year	Name	Amount	Amount Remaining	Date Claimed
2014	Theran Basset	1,500	1,500	
2014	Landon Farrow Trades	1,500	0	16-Sep-14
2013	Brenna McCullough - Academic	1,500	0	25-Sep-13
2013	Brad Skytte - Trades	1,500	0	Jul-13
2012	Kole Pierce	1,500	0	2012
2012	Michaela Wandling (Deferred to 2013)	1,500	0	2013
2011	Anders Carlstad	1,500	0	2011
2011	Gary Gordon	1,500	0	2011
2010	Erica Woolf	1,500	0	2010
2010	Dusty Bruhs (Deferred to 2011)	1,500	0	2010
TOTAL		9,000	0	

Fair Share Commitments		November 2014				K. Goodings Area B	A. Hadland Area C	L. Hiebert Area D	J. Schembri Area E	Total Fair Share
January 1, 2013 opening balance						1,590,899.07	4,654,731.49	2,182,292.57	1,977,711.04	10,405,634.17
Total interest earned to date						19,055.27	44,255.37	25,473.02	22,765.55	111,549.21
Subscription F/S \$						645,691.75	645,691.75	645,691.75	645,691.75	2,582,767.00
COMMITMENTS		Commitment	Previous Yrs. Payments	Fair Share Payments This Year					Remaining Commitment	
Area B										
Addiction Centre		100,000.00								100,000.00
*Area B Municipal Facilities		13,200.00								13,200.00
Clearview Arena; Crawl Space R&M		75,000.00		59,456.85						15,543.15
Electrical Extension Grants		12,000.00								12,000.00
FSJ Library(annual payment)		31,300.00		31,300.00						-
Hudson's Hope Library		6,800.00								6,800.00
Livestock Protection Program		50,000.00		50,000.00						-
NEAT; Food Secure Kids Program		1,875.00								1,875.00
NP Cultural Centre (pymt to 2017)		28,125.00								28,125.00
NP Fall Fair; Display Buildings		47,600.00		5,465.00						42,135.00
NP Search & Rescue; Training		750.00		750.00						-
Rural Gasification		680,000.00	27,367.25	5,000.00						647,632.75
Rural Improvements Grant		1,037,669.34								1,037,669.34
School Dist 60; Rural Bus Funding		198,694.00		198,694.00						-
Sewage Rec Facility (Operating Deficit 25%)		-								-
		2,283,013.34	27,367.25	350,665.85	-	-	-	-	-	1,904,980.24
Area C										
Addictions Centre		100,000.00								100,000.00
CL Swr Lift Station Upgrades		80,000.00	9,885.83		19,767.64					50,346.53
CL Swr Upgrade Project (Collections Sys)		3,200,000.00	74,578.33		1,760,630.73					1,364,790.94
CL Lagoon System		350,000.00								350,000.00
FSJ Airport Sub Communal H20/Swr Fees		12,559.97	11,200.00							1,359.97
FSJ Library(annual payment)		15,000.00			15,000.00					-
FSJ NP Museum; Old Fort Cemetery Sign		2,176.00			761.51					1,414.49
Livestock Protection Program		50,000.00			50,000.00					-
NEAT; Food Secure Kids Program		1,875.00								1,875.00
NP Search & Rescue; Training		750.00			750.00					-
**NP Cultural Centre (pymt to 2017)		14,062.00								14,062.00
Regional Parks Improvements		100,000.00								100,000.00
Rural Improvements Grant		837,689.80								837,689.80
School Dist 60; Rural Bus Funding		176,230.00			176,230.00					-
Sewage Rec Facility (Operating Deficit 75%)		-								-
Water & Sewer		500,000.00								500,000.00
		5,440,342.77	95,664.16	-	2,023,139.88	-	-	-	-	3,321,538.73
Area D										
Bear Mnt Nordic Ski Assn; Ski Trails		10,000.00								10,000.00
CGF Church; PRRD OCP/Zoning Fees		1,500.00					1,500.00			-
Electrical Extension Grants		1,974.33					1,974.33			-
Hats 'n Chaps Gymkhana; Arena Rebuild		15,800.00					15,360.00			440.00
Kelly Lk Swr; Upgrades (Lift Stn & Pump)		30,000.00								30,000.00
Livestock Protection Program		50,000.00					50,000.00			-
Mile Zero Roping Club; Tractor/Skid Steer		20,000.00					20,000.00			-
Northern Lights Recovery Centre		100,000.00								100,000.00
NEAT; Food Secure Kids Program		1,875.00								1,875.00
NP Search & Rescue; Training		750.00					750.00			-
Regional Parks & Trails (Parks)		75,000.00								75,000.00
Regional Parks & Trails (Trails)		25,000.00								25,000.00
Rolla Dyking System; Debris Trap		5,000.00								5,000.00
Rolla Sewer - Annual Oper. Grant		17,500.00	6,709.00				7,000.00			3,791.00
Rolla Sewer - Upgrades		20,000.00	17,429.53							2,570.47
Rural Gasification		1,000,000.00	43,798.50				10,000.00			946,201.50
Rural Improvements Grant		1,388,379.25								1,388,379.25
Rural Water Dev-Tmlk, Frmtg Const		125,032.17								125,032.17
School Dist 60; Rural Bus Funding		2,612.00					2,612.00			-
Sunrise Vly Mt View Cem Columbarium		5,000.00	4,340.00				660.00			-
Swan Lake Environmental Study		20,000.00	15,554.63							4,445.37
Swan Lake Weir Aluminum Gates		34,000.00	8,133.75							25,866.25
		2,949,422.75	95,965.41	-	-	-	109,856.33	-	-	2,743,601.01
Area E										
Bear Mnt Nordic Ski Assn; Ski Trails		4,000.00								4,000.00
Bissett Creek Riparian Mitigation		10,000.00								10,000.00
Camp Sagitawa; Phase 1 Climbing Wall		20,000.00								20,000.00
Chetwynd & Dist. Rec Complex		1,325,000.00	1,269,278.08							55,721.92
Chetwynd Rod & Gun Upgrades		20,103.82	17,786.23						2,317.59	-
Chetwynd Seniors Housing Society		150,000.00								150,000.00
Electrical Extension Grants		5,000.00								5,000.00
Chetwynd Medical Clinic		100,000.00								100,000.00
Hasler Tower Project		107,000.00	98,836.73							8,163.27
Hats 'n Chaps Gymkhana; Arena Rebuild		3,950.00							2,184.00	1,766.00
Little Prairie Heritage Soc; Engineering		25,000.00	3,150.00						2,940.00	18,910.00
Little Prairie Heritage Soc; Museum Repair		103,808.00							99,181.27	4,626.73
Little Prairie Heritage Soc; Tables, Tents		8,300.00								8,300.00
Livestock Protection Program		50,000.00							50,000.00	-
Mile Zero Roping Club; Tractor/Skid Steer		5,000.00							5,000.00	-
Moberly Lk Comm Emerg Connect		19,906.96	19,906.96							-
Moberly Lk Fire Dept. Fencing		5,613.73	5,613.73							-
NEAT; Food Secure Kids Program		1,875.00								1,875.00
Northern Lights Recovery Centre		100,000.00								100,000.00
NP Search & Rescue; Training		750.00							750.00	-
Pine Valley Exhibition Prk; Pen Expansion		56,530.00							56,530.00	-
Rural Gasification		700,000.00								700,000.00
Rural Improvements Grant		1,145,902.56								1,145,902.56
Senior Assisted Living		30,000.00								30,000.00
South Peace SPCA; Aspen Estate Feral Cats		5,000.00							2,500.00	2,500.00
Sunset Pr Rec Comm; Fair Kitchen		58,000.00								58,000.00
		4,060,740.07	1,414,571.73	-	-	-	-	-	221,402.86	2,424,765.48
Actual Balance Nov 30, 2014				1,904,980.24	3,321,538.73	2,743,601.01	2,424,765.48			10,394,885.46
Total Remaining Commitment				1,904,980.24	3,321,538.73	2,743,601.01	2,424,765.48			Total Fair Share
Balance available after remaining commitments				-	-	-	-			Reserve
* Remaining amount from the previous, Area B Municipal Facilities commitment, established for groups within the municipality serving the rural areas										

Peace River Regional District
BCR Grants in lieu
November 30, 2014

	Area B	Area C	Area D	Area E	Total MMF BCR Grants in lieu
Opening balance	25,494.52	29,261.85	-	1,595.96	56,352.33
January	23.48	27.00	-	1.48	51.96
February	19.90	24.27	-	1.32	45.49
March	21.69	26.52	-	1.46	49.67
April	20.99	25.70	-	1.43	48.12
May	21.52	26.37	-	1.47	49.36
June	21.00	25.73	-	1.43	48.16
July	21.45	26.28	-	1.46	49.19
August	21.31	26.13	-	1.46	48.90
September	20.78	25.47	-	1.42	47.67
October	21.93	26.87	-	1.50	50.30
November	21.09	25.85	-	1.44	48.38
December					-
2014 Interest	235.14	286.19	-	15.87	537.20
Expenditures					
Clearview Minor Hockey; Gold Sponsor	1,500.00				1,500.00
BC WI; Site C; Prime Land Assessment	573.39	573.39			1,146.78
FSJ Community Arts Council Funding	100.00	100.00			200.00
Silver Willow 4H; Peace Lookout Maint.		1,500.00			
Total Expenditures	2,173.39	2,173.39	-	-	2,846.78
November 30, 2014	23,556.27	27,374.65	-	1,611.83	52,542.75
Commitments					
NP Fall Fair Soc; Fair Ground Well Testing Sy	8,000.00				8,000.00
Balance available	15,556.27	27,374.65	-	1,611.83	44,542.75

Appropriated Surplus Balances as of November 30, 2014

RESERVES	911 Emergency Capital Reserve	\$ 25,090.71	Green "Carbon" Project Reserve	\$ 11,481.83
	BC Rail	\$ 52,542.75	Harp/Imp Sewer Capital Reserve	\$ 5,590.11
	Buick Creek Arena Capital Reserve	\$ 101,960.70	Harp/Imp Sewer Operating Reserve	\$ 5,590.11
	Buick Creek Arena Operating Res	\$ 61,252.42	Information System Plan Reserve	\$ 268,065.62
	Building Reserve	\$ 598,573.03	Insurance Reserve	\$ 473,029.40
	Charlie Lake Fire Capital Reserve	\$ 363,810.75	Kelly Lake Comm Ctr. Operating Reserve	\$ 15,215.64
	Charlie Lake Sewer Capital Reserve	\$ 124,748.59	Kelly Lake Comm Ctr. Capital Reserve	\$ 12,172.52
	Charlie Lake Sewer Operating Reserve	\$ 37,172.35	Kelly Lake Sewer Capital Reserve	\$ 11,232.83
	Chetwynd Arena Capital Reserve	\$ 1,237,371.47	Kelly Lake Sewer Operating Reserve	\$ 20,151.36
	Chetwynd Leis Cntr Capital Reserve	\$ 1,730,645.95	Landfill Closure Reserve	\$ 304,312.36
	Chilton Sewer Capital Reserve	\$ 24,970.65	Moberly Lake Fire Capital Reserve	\$ 10,196.04
	Chilton Sewer Operating Reserve	\$ 21,159.11	North Pine TV Reserve	\$ 45,948.69
	Chilton Sewer Debenture Reserve	\$ 0.00	NP Economic Development Commission	\$ 69,635.77
	Clearview Arena Operating Reserve	\$ 61,479.80	NP Leisure Pool Building Repl Res	\$ 578,556.47
	CLFD Fundraising	\$ -	NP Leisure Pool Capital Reserve	\$ 246,427.36
	CLFD Operating Reserve	\$ 10,088.77	Regional Parks Capital Reserve	\$ 30,431.28
	Comm Parks Water Capital Reserve	\$ 10,196.04	Regional Parks Operating Reserve	\$ 30,431.28
	Comm Parks Water Operating Res	\$ 15,426.08	Rolla Creek Dyking Operating Reserve	\$ 4,103.28
	Community Works (Gas Tax)	\$ 5,042,423.88	Rolla Sewer Capital Reserve	\$ 6,846.23
	DC/PC Fire Capital Reserve	\$ 432,035.65	Rolla Sewer Operating Reserve	\$ 11,924.16
	Election Reserve	\$ 3,509.12	Rural (Loan Fund)	\$ 3,613,557.45
	Emergency Plan Reserve	\$ 251,464.48	Rural Fringe	\$ 2,005,343.33
	Fair Share	\$ 10,394,885.46	Solid Waste Capital Reserve	\$ 4,734,550.25
	Feasibility Reserve	\$ 213,066.50	Solid Waste Operating Reserve	\$ 1,016,363.90
	Friesen Sewer Capital Reserve	\$ 2,054.95	Sub-Reg Recreation Insurance Reserve	\$ 111,702.89
	Friesen Sewer Operating Reserve	\$ 15,147.16	Tomslake Fire Reserve	\$ 102,711.49
	FSJ Airport Sewer Capital Reserve	\$ 34,819.35	Vehicle (Admin) Reserve	\$ 91,070.70
	FSJ Airport Sewer Operating Reserve	\$ 44,648.58	Vehicle (BI) Reserve	\$ 41,570.37
	FSJ Airport Water Capital Reserve	\$ 8,156.83	Vehicle (SW) Reserve	\$ 101,646.76
	FSJ Airport Water Operating Reserve	\$ 21,205.90	TOTAL	\$ 34,919,766.51

Loans in Loan Fund	Loans Approved	Loans Issued	Outstanding Loan Balance
Chetwynd Communications Soc (2018)	275,000.00	275,000.00	110,000.00
FSJ New Fire Hall (2020)	750,000.00	750,000.00	500,000.00
Friesen Sewer (2015)	33,548.00	33,548.00	3,724.00
North Pine Farmers Institute (2015)	100,000.00	100,000.00	41,504.22
Public Sewage Facility Design & Tender (2015)	300,000.00	61,014.35	61,014.35
Whiskey Jack Nordic Ski Club (2013)	20,000.00	20,000.00	-
Total	1,478,548.00	1,239,562.35	716,242.57

Loan Funds Available:	2,544,771.78
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"Grants" from Loan Fund Interest	Committed	Previous Years Paid	Current Year Paid	Remaining
Rural Sewage System Study (AECOM)	35,248.23	35,248.23		-
Rural Sewage System Pilot Project	-			-
Temporary Storage to Accept Domesitc Sewage	600,000.00			600,000.00
Total	635,248.23	35,248.23	-	600,000.00

Interest Grant Funds Available:	\$229,799.72
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Gas Tax	Committed	Previous Years Paid	Current Year Paid	Remaining
Buick Creek Arena	25,000.00	13,563.17	5,677.39	5,759.44
Charlie Lk Sewer Lagoon Upgrades & Three Phase Power Ext. @ Treatment Plant	2,850,000.00	153,610.43	212,254.90	2,484,134.67
Charlie Lk Sewer Monitoring	100,000.00	94,587.27		5,412.73
Clearview Arena; Boiler & Water Heater	40,000.00		40,000.00	-
Clearview Arena; Water System Retrofit	7,768.26		7,768.26	-
Doe River Rec Comm; Septic Tank Upgrades	2,600.00		2,565.50	34.50
Energy & Emissions Climate Action Plan	128,137.00	93,012.40		35,124.60
Electric Vehicle Charging Stations; Frmgton & CL	4,000.00	2,000.00		2,000.00
FSJ Airprt Sub H20 Meters & Infrastructure	30,000.00			30,000.00
Kelly Lake Community Centre - Upgrades	50,000.00	48,607.60		1,392.40
Kiskatinaw Watershed Research Project	240,000.00	160,000.00	40,000.00	40,000.00
Little Prairie Heritage Soc.; Museum Lighting	6,160.00		4,751.49	1,408.51
Rolla Sewer Lift Station Pumps & Electric	30,000.00	25,940.40		4,059.60
Rural Sewage System Study (AECOM)	35,248.23	35,248.23		-
Rural Sewage System Pilot Project	-			-
Sewage Receiving Facility (Domestic) at Charlie Lk	3,500,000.00			3,500,000.00
Tomslake & District Fire Department; Gas Furnace	20,000.00		20,000.00	-
Weather Stations	18,660.00			18,660.00
Total	\$7,087,573.49	\$626,569.50	\$333,017.54	\$6,127,986.45

Gas Tax Funds Available:	(\$1,085,562.57)
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This Sewage Receiving Facility Commitment includes Gas Tax Funds to be received in the next two years. It is the reason the Gas Tax Available Funds balance is shown as a negative.