PEACE RIVER REGIONAL DISTRICT

Rural Budgets Administration Committee Meeting

A G E N D A

Thursday, October 15, 2015
10:00 a.m.
at the Regional District Office Boardroom,
1981 Alaska Avenue, Dawson Creek, BC

---

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 September 10, 2015

5. **BUSINESS ARISING FROM THE MINUTES:**

6. **DELEGATIONS:**
   D-1 Delegation from Kiskatinaw Watershed Program – Chelsea Mottishaw

7. **CORRESPONDENCE:**
   C-1 Thank you letter from Dry Grad Fest Celebration outgoing Chair – Sandra Richardson
   C-2 Moberly Lake Watershed Proposal

8. **REPORTS:**
   R-1 Peace River Agreement Reports
   R-2 September 9th, 2015 RBAC Monthly Financials

9. **NEW BUSINESS:**
   NB-1 Tomslake Natural Gas Service Extension
   NB-2 Wowown Grant-in-Aid Request

10. **COMMUNICATIONS:**

11. **ADJOURNMENT:**

PEACE RIVER REGIONAL DISTRICT
RURAL BUDGETS ADMINISTRATION COMMITTEE
MEETING MINUTES

DATE: September 10, 2015
PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT:
Directors
Director Sperling, Meeting Chair
Director Rose
Director Goodings
Director Hiebert

Staff
Chris Cvik, Chief Administrative Officer
Kim Frech, Chief Financial Officer
Trish Morgan, Manager of Community and Electoral Area Services
Ronda Wilkins, Executive Assistant (recording secretary)

Call to Order: The Chair called the meeting to order at 2.45 p.m.

NEW BUSINESS: No new business

ADOPTION OF AGENDA:

MOVED Director Goodings, SECONDED Director Rose
That the Rural Budgets Administration Committee agenda for the September 10, 2015 meeting be adopted including handout with the removal of C-3:

1. CALL TO ORDER:
2. DIRECTORS' NOTICE OF NEW BUSINESS:
3. ADOPTION OF AGENDA:
4. MINUTES:
   M-1 Rural Budgets Administration Committee Meeting Minutes of August 13, 2015.
5. BUSINESS ARISING FROM THE MINUTES:
6. DELEGATIONS:
7. CORRESPONDENCE:
   C-1 August 17, 2015 thank you from the Northern Environmental Action Team
   C-2 August 22, 2015 Draft letter to the City of Dawson Creek – Trucked Waste Receiving Facility Grant.
   ~~C-3 August 29, 2015 Rotary Conference scheduled for October 1-4, 2015 in Dawson Creek~~
   C-4 September 4, 2015 – Prespatou Seniors Health Care Training
8. REPORTS:
   R-1 August 21, 2015 Kim Frech, Chief Financial Officer – Old Fort Cemetery reallocation of Fair Share funds.
   R-2 August 2015 Financial Report
9. NEW BUSINESS:
10. COMMUNICATIONS:
11. ADJOURNMENT:

MINUTES:
M-1
August 13, 2015 RBAC Minutes

MOVED Director Rose, SECONDED Director Hiebert
That the Rural Budgets Administration Committee Meeting Minutes of August 13, 2015 be adopted.

CARRIED.

BUSINESS ARISING FROM THE MINUTES:

BY CONCENSUS:
That Moberly Lake and Tomslake Fire Departments along with the Search & Rescue groups who are attending the training workshop on October 17, 2015 in Dawson Creek be invited to attend the Volunteer and Recognition Banquet as well.

CORRESPONDENCE:	
C-1 Northern Environmental Action Team	MOVED Director Rose, SECONDED Director Hiebert, That the Rural Budgets Administration Committee receive the feedback report from the Northern Environmental Action Team as requested for the funds donated from the Electoral Areas Fair Share Budget, November 20, 2014. . CARRIED.
C-2 Trucked Waste Receiving Facility Grant	MOVED Director Hiebert, SECONDED Director Sperling, That the Rural Budgets Administration Committee forward the Trucked Waste Receiving Facility Grant letter from CAO, Chris Cvik to the City of Dawson Creek. CARRIED
C-3 Rotary Conference Oct 1-4, 2015 – Dawson Creek	Deleted from the Agenda
C-4 Prespatou Seniors Health Care Training	MOVED Director Goodings, SECONDED Director Hiebert, That the Rural Budgets Administration Committee forward a letter to Prespatou Independent Housing Society suggesting that in order for consideration of their request for funding for training, that they confirm with Northern Health as to whether they would consider employing the individuals receiving the training. CARRIED.
REPORTS:	
R-1 Old Fort Cemetery reallocation of Fair Share funds	MOVED Director Goodings, SECONDED Director Rose, That the Rural Budgets Administration Committee cancel the remaining $376.00 commitment to the Old Fort Historical Cemetery sign and fence project and add it to the Rural Improvement Grants commitment. CARRIED.
R-2 August 2015 Financial Report	MOVED Director Rose, SECONDED Director Goodings, That the August 2015 Financial Report from Kim Frech, Chief Financial Officer be received CARRIED.
COMMUNICATIONS:	No communications
ADJOURNMENT:	The Chair adjourned the meeting at 3:29 pm

Brad Sperling, Meeting Chair

Ronda Wilkins, Executive Assistant (recording secretary)

October 15, 2015

D-1

Suzanne Garrett

From:	Suzanne Garrett
Sent:	September-02-15 10:16 AM
To:	'cmottishaw@dawsoncreek.ca'
Cc:	Kim Frech; Trish Morgan; Ronda Wilkins
Subject:	City of Dawson Creek Designation-Presentation

Good morning Chelsea,

Thank you for your email and request for delegation status. We will schedule your presentation regarding the Kiskatinaw Watershed Program at the Rural Budgets Administration Committee at 10:00 a.m., October 15, 2015.

We would be pleased to include your presentation and any supporting documents on the agenda for distribution to the Directors. Deadline for agenda items will be October 7th, please forward to Ronda.Wilkins@prrd.bc.ca

Suzanne Garrett
Corporate Services Coordinator
Direct: 250-784-3206
Suzanne.Garrett@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
Office: 250-784-3200
Fax: 250-784-3201
www.prrd.bc.ca

From: Chelsea Mottishaw [mailto:cmottishaw@dawsoncreek.ca]
Sent: August-31-15 4:43 PM
To: PRRD_Internal <prrd.internal@prrd.bc.ca>
Subject: City of Dawson Creek Designation-Presentation

Afternoon,

My name is Chelsea Mottishaw, and I am the Watershed Technician for the City of Dawson Creek. In past years the Rural Budget Administration Committee has supported the Kiskatinaw Watershed Program through a generous annual contribution supporting watershed research. I would like to update the Director's on our current and past achievements and initiatives that were made possible through this funding, as well as ask for continued financial support for our program.

If possible, I would like to do this presentation on October the 15th, but prior to signing up for that date, I would like to make sure that it will not be too late to do an ask for funds. If October is too late in the year, please let me know, and I will work out my schedule for the 10th of September.

Please feel free to contact me with any questions or concerns.

Chelsea Mottishaw, B.A., A.Ag.
Watershed Technician
City of Dawson Creek
Phone 250-782-1793 Cell 250-784-7909
www.dawsoncreek.ca
Like us on facebook

October 15, 2015

7900.01

PEACE RIVER REGIONAL DISTRICT
RECEIVED
DAWSON CREEK
SEP 29 2015
Jill R
Rhonda – RBAC

C-1

Peace River Regional District Eletoral Area "B" and 'C'
Box 810
Dawson Creek, BC V1G 4H8
Attention Jill Ricket
Community Service Co-ordinator

Sept 24, 2015

I would like to thank Peace River District Area B and C for years of continuing support of our Dry Grad Fest Celebration. North Peace Secondary School enjoyed a fantastic night with grads, guests, parents and volunteers. It is because of support like yours that we are able to organize a safe graduation party for the graduates of the School District # 60 area.

For the past 25 years the North Peace Regional Grad Fest Society has been dedicated to provide a safe and unforgettable "DRY " event for the graduating students. Our theme was the Great Gatsby and this theme is shared with prom to keep expense lower. Party goers were able to participate in events like Minute-to-win-it, Cash Cab, Tiki Climbing inflatable(more than 30 feet tall), tricycles race, Dance party, Mechanical Bull, Basketball Hoops ,Joust ,Bungee Run ,Henna Tattoo booth, Blackjack tables and Over/Under tables all winning Grad Bucks. Then, with the Grad bucks accumulating, over the evening they buy prizes ranging from $5.00 -$ 800.00. Every event you try gives you a buck and the gambling tables either help you increase or loose it and go back and do another event for more. Grad buck are handed out for good sportsmanship and participation on dance floor, cleaning up after yourself etc. Including food and drinks galore and with the massive pile of prizes.

The final cost for this years'2015 event was $37,342.08. This years' committee purchased supplies which can be used over and over for investments in the next years as well. Your generous donation of $2000.00 helped cover the overall cost of the facility rental. It takes an army of many volunteers to put this event on from the time the doors open at 1030pm till last Auction prize is collected at 0430am. NPSS had an estimated 300 graduates this year which are able to bring 2 guests each our calculation had more than 600 attending. Over hundreds & hundreds of volunteering hours go into planning and organizing, chaperoning and fundraising. Parents start the planning of this event in October, which our first meeting is coming up fast.

Enclosed are pictures from 2015, I must say I take very few pictures while running and attending the event. I Thank you again as Chair 2015 for your generous support of $2000.00 as it was much appreciated. Please consider us for next year's 2016 event .

Sincerely

October 15, 2015

Sandra Richardson out going Gradfest Chair 2015 npssgradfest@gmail.com

MOBERLY LAKE COMMUNITY ASSOCIATION

Box 74 Moberly Lake, V0C 1X0

Sept 22, 2015

Peace River Regional District,
Rural Budgets Administration Committee.

To Whom It May Concern:

The proposal has been reviewed by MLCA Directors and support to have the PRRD Rural Budgets Committee consider the updated proposal which;

a) considers the intent and interests of the PRRD following review of its earlier submission in its letter of April 2,2015.

b) reflects a continuing investment of MLCA resources for Lake/watershed research, monitoring and assessment and

c) will enable analysis of results for input to the current West Peace OCP as agreed by the Board.

I hope the Board will find in it's wisdom to approve this proposal.

Yours truly,

I. G. Campbell
Acting Chairperson,
MLCA

Moberly Lake Shoreline Assessment Initiative

Submission to
Peace River Regional District
Rural Budgets
Administration Committee
By
Moberly Lake Community Association

Prepared by
InterraPlan Inc.
Moberly Lake, BC
Sept 15, 2015

October 15, 2015

Moberly Lake Shoreline Assessment Initiative

1.0 APPLICANT INFORMATION

Project Partners: Moberly Lake Community Association, Salteaux First Nations, West Moberly First Nations; Peace River Regional District, BC Forestry Lands & Natural Resource Operations

Postal Address/Street Address: P.O. Box 74, Moberly Lake, B.C.

1) MLCA Liaison: Stu Garland,
Directors, Moberly Lake Community Association
Tel: 250-788-2432
Watershed Working Group Representatives: Andy/Chris Teslyk, Elmer Kabush, Ian Campbell, Bryan Smith, Al Cartright

2) Project Consultant:

Reg Whiten, B.Sc.Agr, M.Env.Des P.Ag MCIP (interraplan@uniserve.com)
InterraPlan Inc., Moberly Lake (Project Design & Implementation) Tel: 250788-9635

1.1 Organization Legal Name: Moberly Lake Community Association Society (MCA)

The MLCA is a non-profit society committed to the well-being of residents in the Moberly Lake area. Since its inception in the 1970's and later incorporation in 1992, the Association has succeeded in working towards the development of community facilities (fire hall, community hall), infrastructure, and maintaining various social functions.

Over the past decade, the MLCA has been active in monitoring water quality under the province's volunteer sampling program. Four years ago, a Watershed Committee was formed to consider other water-related issues, and in early 2000 this resulted in a community planning exercises to identify the range of water supply and management concerns. Key issues being addressed from that work include feasibility for development and water supply/sewer system (north and south shore), ongoing water quality monitoring, and community watershed planning.

A community vision for a sustainable watershed had the following desired outcomes:

- managing water uses and rates of consumption within available water supplies seasonally, annually and over the long-term
- developing and managing water supplies in ways that do not compromise the health and biodiversity of fish, wildlife, ecosystems and watersheds
- managing the allocation of water in ways that support a variety of high-value water uses, including human consumptive and non-consumptive uses as well as in-stream environmental uses
- supporting a wide variety of economic development activities
- managing wastewater discharges within the capacity of receiving waters to absorb and assimilate those wastes

- supporting renewable energy sources while minimizing impacts on the environment
- managing human development patterns in ways that stabilize rather than destabilize the hydrologic cycle
- managing development in ways that reduce rather than increase the vulnerability of communities to flooding and erosion
- maintaining and strengthening community resiliency and preparedness for change, including changes in climate
- Planning can be reactive and responsive to longstanding issues and challenges. Planning can also be proactive in anticipating challenges that may be emerging on the horizon.

1.2 Background

This revised proposal for an updated Watershed Assessment for Moberly Lake shorelines reflects an interest in having a substantiated understanding of Lake-condition trends to support its environmental protection objectives. In partnership with the West Moberly and Saulteau First Nations, the MLCA has been actively working towards stewardship of Moberly Lake and watershed over the past 20 years. This work has included baseline Water Quality assessment in collaboration with the BC Volunteer Lake Stewardship Program with data collected between 1999 and 2003. Water quality and shoreline development concerns continue to be a high priority of the majority of Lake residents as confirmed in household surveys recognizing this is an area of shared responsibility between (i) the Province authorities responsible for Lake quality monitoring and foreshore management and (ii) the PRRD which is responsible for land-use zoning and building bylaw enforcement affecting shoreline development. Over this period, and in particular the past 15 years since the introduction of the Lakeshore Development Guidelines, there has been a consistent observed decline in Lake quality as evidence by incidence of weed outgrowth, increased turbidity and possible nutrient source contributions from failing septic systems as indicated by persistent high levels of fecal and total coliforms and Ecoli recorded by Northern Health sampling. Notwithstanding the effects of a major flood event in 2011, the increased loss of shoreline development, construction of hardened shoreline structures, vegetation removal and shoreline access roads are considered to an ongoing issue and a major concern of a majority of Lake residents including First Nations.

Potable water and waste-water management at the Lake remains a long standing concern for the community and given impetus as an issue following a report by the Northern Health Authority in its Water and Sewer Survey (2001) which evaluated the majority of private properties and both First Nations infrastructure. That work led to a recommendation for development of a potable supply in the form of a truck hauling facility and options for improved waste-water management such as a partnership for septic removal and disposal with First Nation facilities or a community-based system. The latter option was explored and the proposed pipeline disposal system was proven to be cost-prohibitive for residents and rate-payers given existing investments in property septic systems. More recently, region-wide discussions have been undertaken by the PRRD in response to new federal regulations on waste monitoring and reporting for municipal waste systems (Fort St.John, Dawson Creek and Chetwynd0 due to the growing incidence of unreported industry contaminants in those systems. Many rural residents, including residents at Moberly Lake wish to explore further options for addressing residential waste management needs that are appropriate in scale and cost for meeting community objectives.

Other concerns about Lake quality and watershed stewardship relate to effects of upland industrial development and major natural events such as the 2011 flood and Mt. McAllister wild fire 2014. A significant new challenge for water and watershed planning is how to deal with climate change. Changes in temperature, precipitation and extreme weather events have already influenced hydrology, and subsequent drought, and flooding and erosion effects. Scientists predict that more changes will come for the Peace region. Identifying, understanding and preparing for these changes (sometimes referred to as climate change “adaptation”) should become an important component, or a relevant lens to apply, within water and watershed planning processes.

1.3 Progress on Lake Quality Monitoring

Following on submission of a workplan in the winter of 2015, The Moberly Lake Community Association has initiated some activities in support of this proposal, and thus reflects an investment towards the achievement of these objectives. Specific actions undertaken since the spring of 2015 and ongoing to the present time are as follows:

- negotiation of Provincial support for in-kind services (training, staff support, laboratory analysis) for the baseline Lake deep station Lake & supplementary shoreline quality sampling;
- completion of training for volunteer Lake assessment (Prince George, and Likely) with Ministry of Environment and BC Lake Stewardship Society (first of 3 year program);
- initiation of Shoreline property owner survey
- participation in discussions for updated West Peace Official Community Plan
- workplan development, field task supervision and fund-raising
- public outreach (print, radio and social media)
- initiation of public information display on Lake stewardship

Clockwise from bottom right:

Base deep water station sampling (biweekly)
Training in Lake monitoring (BCLSS).

Community engagement on shoreline stewardship

Volunteer training in Lake quality monitoring

October 15, 2015

Present Challenges in Moberly Lake Shoreline Development

1. Erodible steep slopes with encroaching development and foreshore modification
2. Effects of erosion and lack of runoff controls
3. Promotion of shoreline access development
4. Contrasting approaches to shoreline access
5. Unmitigated access development and sedimentation

1.2 Project Objectives

This proposal is aimed at furthering the MLCA's environmental & land-use management with the following specific objectives:

1. undertaking a 3 year baseline water quality and shoreline sampling for standard bacteriological, chemical and physical indicators in partnership with the Province through a participatory volunteer program including data collection, review;

2. assess shoreline riparian conditions to determine compliance with PRRD's Lakeshore Development Guidelines and a foundation for reviewing current Lake Classification Status and input to the West Peace OCP

3. continue to investigate options for water supply development (potable, truck hauling) and waste-water disposal for residents of both the north- and south- shore of Moberly Lake including First Nation partnerships;

4. undertake public awareness and education of Lake residents on water quality monitoring, stewardship issues and best practices on shoreline environmental stewardship;

5. providing technical reviews and planning Committee participation in support of the current West Peace OCP (initiated Aug 2014) with focus on environmental management issues in the Moberly Lake area and to provide meaningful input to Plan development related to Plan development (including Lakeshore Development Guidelines; septic system/bulk water supply options, surface/groundwater well protection maintenance, shoreline protection and restoration, preferred land-use zoning, development permit areas, environmental sensitivities and other social/economic objectives);

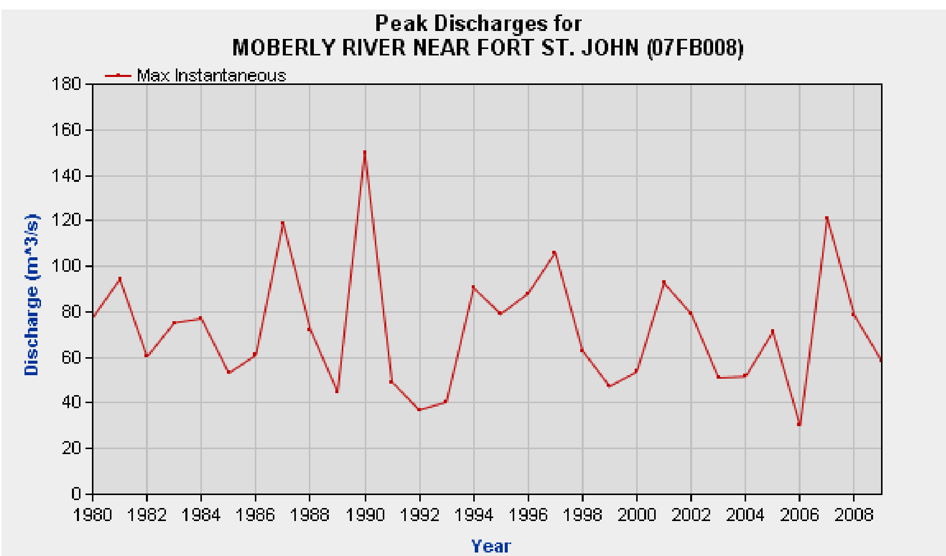
6. undertake update the Moberly Watershed Stewardship Strategy (2008) with attention to aspects under PRRD jurisdiction that includes research and identification of water management issues, environmental mitigation options, and management actions for protecting key domestic water supply areas surrounding Moberly Lake, and for providing a foundation for source water protection for shoreline residents that draw upon direct water intake or shallow wells affected by land use development.

1.4 Methodology:

Our project design outlining key tasks associated with each project component, analyses required along, intended deliverables and personnel required are presented in Table 1.0. Methodology for this community watershed planning project is drawn from the following sources:

- BC Volunteer Lake Management Program (training and field procedures) as provided by the BC Lake Stewardship Society;
- Shoreline Condition Assessment (Caring for the Green Zone) Field Workbook "Riparian Health Assessment for Lakes, Sloughs and Wetlands" prepared by Cows and Fish Program 2005
- Rethinking Our Waterways: Planning for Water and Watersheds: Fraser Basin Council, 2012
- The BC Watershed Stewardship Alliance (2000 - "Watershed Management Planning in B.C. and Yukon – Volume IV: Workbook for Watershed Management & Planning ";
- Salmon River Watershed Roundtable (1997 - "Reaching New Heights – Community Based Ecosystem Planning Guidebook";
- Review of existing community watershed plans & processes e.g. First Nations and Local Government Water Source Protection Plans (BC and Canada)

Moberly Lake shoreline and overland flood impacts (2011)



Historical flows in Moberly Lake and in 2011 exceeding flow gauge calibration and estimated to exceed 260 m3/sec at peak!

Table 1.0 Workplan for Moberly Lake Watershed Stewardship Strategy Implementation (Phase I)			
Project Phase	**Activities**	**Deliverable**	**Personnel & Time Estimates**
(A) Project Design, Baseline Research and Reporting			
(**A1)** **Lake Assessment Program** May-October (annual)	i. receive volunteer training on standard Lake sampling methodology	Volunteers training and registered with BCLSS	**MLCA Volunteers** (12 weeks @ 4 hrs. x 4 persons (192 hrs.) **Planning Consultant** (48 hrs. field supervision; 16 hrs. Tech review 16 hrs. reporting) **Field Researcher** (170 hrs year 1; sampling, data collection/processing, household surveys; 200 hrs years 2 & 3) **Hydrology Technician** ((120 hrs for tributary stream flow characterization)
	ii. initiate Lake sampling program	Data collected for Lab analysis and preliminary reports prepared	
	iii. conduct Shoreline quality sampling		
	iv. conduct shoreline property owner survey and analysis	Household Survey Summary	
	v. compile existing water quality information (2003- present)	Water Quality Trends Report	
(A2) **Shoreline Condition Assessment** Complete by June 2016	i. riparian land-use change (GIS data analysis on riparian change 2000-2015)	Update Watershed Issues (Lake and upper Moberly River)	**Field Researcher** (80 hrs year 1 – North Shore, 80 hours year 2 – South Shore) **GIS Technician** (80 hrs) for research, and map overlays **Planning Consultant** (60 hrs.) for baseline data analysis, research supervision, reporting (A2)
	ii. undertake Shoreline condition assessment (Level 1) - North Shore (summer 2015; South Shore 2016	Data collected and reports prepared	
	iii. prepare base map with existing land- and water-uses for Moberly Lake watershed using air photos and field reconnaissance	Watershed Base Map	
	iii. conduct field imagery analysis and field reconnaissance of shoreline development	Report on Status of Riparian Health and LSDG conformance	
	iv. prepare land-use profile update (shoreline and Upper Moberly watershed)	Upland and Shoreline Source Risks Assessment	
(A3) **Public Engagement, Project Liaison and Reporting** Ongoing through project	i. provide research updates (MLCA, public summaries)	Public summaries (reports, social media, outreach sessions)	**Planning Consultant** (100 hrs.) for ongoing project management, workshop facilitation, community reporting, plan design, data analysis and field assessments (subcontracted or in-kind), and preplanning tasks (A3)
	ii.. start-up and bi-monthly progress meetings with MLCA Watershed Com.	Watershed Mgt Indicators Project Work-plan; Progress Reports	
	iii. review issues and policies affecting MLk watershed mgt & identified gaps	Regulatory Policy Review	

Component	Personnel	Expenses	Target Completion	Sub-total
A1. Lake Assessment A1.1 Project Mgt	$2.5K (planning/mtgs organization/liaison, partnerships, funding proposals, project mgt) $2K (research support , office, org, data assembly)	$1K (regional travel)	Ongoing	$4,500 – prof fees $1,000 – expenses
A1.2 Water Quality Assessment	$3K (lead planner: project mgt, analysis, reporting) $2K (researcher: water quality data-base, field sampling) $5K (technician hydrology – for tributary, entry and outflows data collection) $4K (GIS support) $6K (Field sampling support)	$5K (lab costs* – water quality – bacteria, chemical) $2K (regional travel for agency mtgs, lab transfer) $3K (office overhead, boat & field equipment use)	2015 to 2017	$20,000 – prof fees $10,000 – expenses
A1.3 Shoreline Condition Assessment	$4.5K (lead planner: field assessments, $5K (data assembly, analysis, mapping) $2K (GIS support)		Nov 30, 2015 (North-Shore) Jun 30, 2016 (S Shore)	$11,500 – prof fees
A1.4 Liaison & Coordination	$5K (lead planner: program liaison, stakeholder updates for VLMP Program	$2K (project overhead) $1K (regional		$5,000 – prof fees $3,000 – expenses
B1. Public Outreach, Research Liaison and	$7.5K (lead planner: research, attend/facilitate public meetings, communications $1K (researcher planning & organizational support))	$2K (communication materials, advertising, facility costs)	Bimonthly meetings and ongoing outreach	$8.500 – prof fees $2,000 - expenses
		Phase I Implementation Tasks - Total Costs		$65,500 (excl GST)
		In-kind contributions		
		MLCA Contribution Research program costs Facilities (4 meetings @ $50/hr.) In-kind volunteer time (600 hrs. @ $10.00)		 $7000 $2000 $6000
Notes: 1. Lab Costs ($200/sample @ 25 samples) 2. Office overhead (project admin, book-keeping , supplies, communication) 3. Regional travel (mileage @. 60/km, accom/meals by receipt) 4. Charge Out Rates: InterraPlan Inc (RW -$125/hr Hydrology/GIS Tech - $75/hr Planning Tech - $50 hr)		FLRNO (Lake Sampling/Lab costs)		$5000 (3yr total)
		InterraPlan Inc. (in-kind fees) Service Canada (summer student)		$5000 $5000
		Other Partners & Fundraising		$5,000
		Total In-kind & Cash Contributions		**$35,000**
		PRRD Request		**$30,500**

October 15, 2015

Peace River Regional District
REPORT

To: Rural Budgets Administration Committee

From: Kim Frech, Chief Financial Officer Date: 6 October 2015

Subject: Peace River Agreement Reporting Requirements

RECOMMENDATIONS:

1. THAT the Rural Budgets Administration Committee approves the following five categories for reporting purposes as a requirement of the Peace River Agreement:
   a. Recreation & Cultural Facilities within Electoral Areas
   b. Recreation & Cultural Facilities within Municipalities
   c. Rural Utilities
   d. Rural Services and Functions
   e. Other Rural Assistance

2. THAT the Rural Budgets Administration Committee approves the four templates for submissions as a requirement of the Peace River Agreement:
   a. Application (October 31st each year);
   b. Annual Development Plan (October 31st each year);
   c. Long-Term Development Plan (October 31, 2015 and every 5 years thereafter); and
   d. Annual Progress Report (January 31, 2017 and every year thereafter).

3. THAT the Rural Budgets Administration Committee, as the body that the Board has delegated its powers, duties and functions pertaining to the Fair Share Memorandum of Understanding – Rural Allocation per Bylaw No. 1166, 1998 approves submission of the 2016 Application Form, Long Term Development Plan and Annual Development Plan to the Province by the October 31st deadline.
   Note that Bylaw No. 1166, 1998 will be updated to include the new name "Peace River Agreement" for future references to those that may not be familiar with the terminology "Fair Share Memorandum of Understanding".

BACKGROUND:

The new MoU referred to as the Peace River Agreement now requires an Annual Application, a Long Term Development Plan, an Annual Development Plan and an Annual Progress Report.

On August 13, 2015 the CFO's of the region were invited to a meeting to discuss the new requirements. Fort St. John took the lead and developed "templates" that we reviewed and commented on, knowing that we would all have to do our own to meet our specific needs. It was a successful meeting and everyone is either using the templates as presented or variations of it. As a Regional District we cannot follow exactly the formats of municipalities since we operate by function but the templates designed are compatible and should be acceptable. Tracking and progress reporting will also be somewhat different from municipal reporting. The templates were presented to the "Partnership Committee" (consisting of 3 local CAOs and Provincial staff) at UBCM. It was agreed in principal to use the templates as designed and these will be re-evaluated as they are used and adjusted as required.

STRATEGIC PLAN RELEVANCE: To secure a long term funding agreement – which has been done.

FINANCIAL CONSIDERATION(S): Requirement to file reports to receive annual allocations.

COMMUNICATIONS CONSIDERATION(S): None required – new agreement has already been announced.

OTHER CONSIDERATION(S): These are new forms and requirements that will change as it progresses.

Staff Initials: Dept. Head: Kim Frech CAO: Chris Cvik **October 15, 2015**

Application Form

Local Government	Peace River Regional District		Date	October 31, 2015
Funding year	2016			
Reporting Period	2016 – 2020			

Local government to complete

- ☐ Submission for:
  - ☐ Long Term Development Plan (LTDP) – due October 31st (2015, 2020, 2025, 2030, 2035 only)
  - ☐ Annual Development Plan (ADP) – due October 31st (starting 2015 for 2016)
  - ☐ Annual Progress Report (APR) – due January 31 (beginning 2017)

- ☐ Statutory Declaration

  The Peace River Regional District is compliant with the Memorandum of Understanding between the Province and the Region for Payments in Place of Direct Access to the Unincorporated Industrial Tax Base ('Peace River Agreement')

  - ☐ Signed by Chief Administrative Officer____________________ / Date:____________

Provincial government to complete

- ☐ Signatory is located in the Peace River Regional District
- ☐ Submitted before the deadline date
  - ☐ Long Term Development Plan – due October 31st
  - ☐ Annual Development Plan – due October 31
    - ☐ Reasonably demonstrates the annual payments provided for the upcoming year will contribute to the implementation of policies, operational activities or capital investments consistent with the LTDP
  - ☐ Annual Progress Report – due January 31
    - ☐ Reasonably demonstrates that the annual payments provided during the previous year have contributed to the implementation of policies, operational activities or capital investments consistent with the LTDP
- ☐ Meets all annual statutory requirements under the *Community Charter* and/or *Local Government Act* (for the year prior to payment year)

- ☐ Additional information required (if applicable) ______________________________

- ☐ Approved for budgeting purposes (considered approved by November 30 – if no response received)

  - ☐ Signed by ADM ______________________________ / Date:______________

- ☐ Approved for payment (by April 7 for payment on or before April 30)

  - ☐ Signed by ADM ______________________________ / Date:______________

October 15, 2015

Peace River Regional District

Annual Development Plan

The Peace River Regional District (PRRD) Electoral Areas (EA) will apply the funds received from the Province as provided in the 20 year Peace River Agreement (Agreement) in the manner presented in and consistent with the Agreement. A general outline of principles established by the Rural Budgets Administration Committee and approved by the Peace River Regional District Board are provided as follows:

1. The PRRD-EA jurisdiction is all of the lands outside of the 7 member municipal boundaries located within Electoral Area B, Electoral Area C, Electoral Area D and Electoral Area E; therefore, funds expended will be for projects, services and infrastructure within the electoral areas, or within the member municipality boundaries on projects and services that benefit the residents of the electoral areas.
2. Support of the region's industry includes ensuring that rural property owners are able to live the lifestyle and have the quality of life sought when locating to the rural area, while ensuring that industry continues to operate and expand in their communities.
3. Administrative ease is the intent when meeting the reporting requirements of the Agreement. Submissions will be a compilation of information currently prepared by the Regional District. This information may be in the form of existing strategic plans, policies and budgets as requested by the Province.
4. The funding received through the Agreement will be used to enhance rural infrastructure and assist rural residents and organizations, allocated as follows:

	Category	Allocation
		2016
A	Recreation & Cultural Facilities within Electoral Areas	15%
B	Recreation & Cultural Facilities within Municipalities (assist with contributions on behalf of rural residents to operational costs and capital projects of facilities either owned by the municipality or a qualified organization)	15%
C	Rural Utilities (including extension of mainlines for hydro, gas and telephone, repair of towers, etc.)	25%
D	Rural Services and Functions (contributions to enhance and assist established RD rural functions)	40%
E	Other Rural Assistance (i.e. assist SPCA with special rural programs, travel assistance to groups representing PRRD-EA, specialty programs to assist rural residents livelihoods such as the Livestock Protection Program)	5%
	TOTAL	100%

Percentages to be amended year to year as required.

Peace River Regional District

Long Term Development Plan

The Peace River Regional District (PRRD) Electoral Areas (EA) will apply the funds received from the Province as provided in the 20 year Peace River Agreement (Agreement) in the manner presented in and consistent with the Agreement. A general outline of principles established by the Rural Budgets Administration Committee and approved by the Peace River Regional District Board are provided as follows:

1. The PRRD-EA jurisdiction is all of the lands outside of the 7 member municipal boundaries located within Electoral Area B, Electoral Area C, Electoral Area D and Electoral Area E; therefore, funds expended will be for projects, services and infrastructure within the electoral areas, or within the member municipality boundaries on projects and services that benefit the residents of the electoral areas.
2. Support of the region's industry includes ensuring that rural property owners are able to live the lifestyle and have the quality of life sought when locating to the rural area, while ensuring that industry continues to operate and expand in their communities.
3. Administrative ease is the intent when meeting the reporting requirements of the Agreement. Submissions will be a compilation of information currently prepared by the Regional District. This information may be in the form of existing strategic plans, policies and budgets as requested by the Province.
4. The funding received through the Agreement will be used to enhance rural infrastructure and assist rural residents and organizations, allocated as follows:

	Category	Allocation
		2016 to 2020
A	Recreation & Cultural Facilities within Electoral Areas	15%
B	Recreation & Cultural Facilities within Municipalities (assist with contributions on behalf of rural residents to operational costs and capital projects of facilities either owned by the municipality or a qualified organization)	15%
C	Rural Utilities (including extension of mainlines for hydro, gas and telephone, repair of towers, etc.)	25%
D	Rural Services and Functions (contributions to enhance and assist established RD rural functions)	40%
E	Other Rural Assistance (i.e. assist SPCA with special rural programs, travel assistance to groups representing PRRD-EA, specialty programs to assist rural residents livelihoods such as the Livestock Protection Program)	5%
	TOTAL	100%

Percentages to be amended year to year as required.

Peace River Regional District

Annual Progress Report

Per the Peace River Regional District (PRRD) Electoral Areas (EA) 2016 Annual Development Plan, submitted for 31 October 2015, the following table provides the projected allocation, the actual and the difference. Following each category is a brief description of the actual activities included in the 'comments' section along with an explanation of the difference and the planned action for the difference. Additionally, the table includes the total dollar values.

	Category	Allocation %	Actual %	Difference %
		2016		
A	Recreation & Cultural Facilities within Electoral Areas	15%		
	Comments:			
B	Recreation & Cultural Facilities within Municipalities (assist with contributions on behalf of rural residents to operational costs and capital projects of facilities either owned by the municipality or a qualified organization)	15%		
	Comments:			
C	Rural Utilities (including extension of mainlines for hydro, gas and telephone, repair of towers, etc.)	25%		
	Comments:			
D	Rural Services and Functions (contributions to enhance and assist established RD rural functions)	40%		
	Comments:			
E	Other Rural Assistance (i.e. assist SPCA with special rural programs, travel assistance to groups representing PRRD-EA, specialty programs to assist rural residents livelihoods such as the Livestock Protection Program)	5%		
	Comments:			
	TOTAL (Percentage)	100%		
	TOTAL (Dollars)			

October 15, 2015

Peace River Regional District
REPORT

To: Rural Budgets Administration Committee

From: Kim Frech, Chief Financial Officer

Date: October 6, 2015

Subject: Financial Report – September 2015

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

The report includes:

1. Grants-in-Aid *(4 pages)* - 2005 to 2015 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: Chris Cvik

Peace River Regional District Grants-In-Aid
Summary of Payables - 2015

30-Sep-2015

Current Year Allocation		2005-2009	2010	2011	2012	2013	2014	2015	GIA Remaining
			Budget	Budget	Budget	Budget	Budget	Budget	
			103,000.00	107,000.00	103,000.00	103,000.00	103,000.00	200,000.00	
			Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
AREA B			103,000.00	107,000.00	103,000.00	103,000.00	94,608.17	189,845.00	
	Big Bam Ski Hill	-	-	-	-	-	-		-
3,000.00	Buick Creek Community Club	-	-	-	-	-	-	-	-
	Cache Creek Community Club	0.00	-	-		-	-		0.00
	Cecil Lake Rec. Commission	-	-	-		-	-		-
1,000.00	Fort St. John Gradfest	-	-	-	-	-	-	-	-
	Golata Creek Recreation Society	-	(0.00)	-		-	6,028.94		6,028.94
	Goodlow Community Club		-	616.60	-	7,834.24	15,512.55		23,963.39
7,000.00	Halfway Graham Community Club	-	-	-		-	-	5,645.28	5,645.28
35,320.00	King's Valley Christian Camp	-	-	-	-	(0.00)	0.00	16,929.67	16,929.67
13,280.00	Montney Rec. Commission	-	-	(0.00)	-	-	-	13,280.00	13,280.00
48,495.00	North Peace 4-H District Council	-	-	-	-	-	-	42,213.05	42,213.05
10,000.00	North Peace Fall Fair Society	-	-	-	-	-	-	-	-
16,250.00	North Peace Historical Society	-	-	-	-	-	-	-	-
34,000.00	North Peace Light Horse Assn.	-	-	-	-	-	-	34,000.00	34,000.00
3,000.00	North Peace Ride for Disabled							3,000.00	3,000.00
10,000.00	Osborn Community Club	-	-	(0.00)	(0.00)	1,729.28	-	9,225.00	10,954.28
6,000.00	Rose Prairie Curling Society	-	-	0.00	0.00	483.73	-	5,586.53	6,070.26
1,000.00	Area B Rural Bursary	-	-	-	-	-	-	-	-
1,500.00	Youth Travel	-	-	-		-		1,500.00	1,500.00
189,845.00	**Total Area B**	**0.00**	**(0.00)**	**616.60**	**(0.00)**	**10,047.25**	**21,541.49**	**131,379.53**	**163,584.87**
		2005-2009	2010	2011	2012	2013	2014	2015	
			Budget	Budget	Budget	Budget	Budget	Budget	
			100,000.00	100,000.00	100,000.00	100,000.00	112,025.88	100,000.00	
			Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
AREA C			100,000.00	100,000.00	100,000.00	87,924.72	93,297.04	81,250.00	
	Big Bam Ski Hill	-	-	-	-	-	-		-
18,000.00	Charlie Lake Community Club	-	-	127.46	-	-	4,920.40	18,000.00	23,047.86
1,000.00	Fort St. John Gradfest	-	-	-	-	-	-	-	-
	Lake Point Golf Club	-	-	-	-	4,241.96	-		4,241.96
	North Peace 4H Senior Council					2,415.92	-		2,415.92
10,000.00	North Peace Fall Fair Society				-	-	-	3,322.13	3,322.13
16,250.00	North Peace Historical Society	-	0.00	-	-	629.75	470.75	6,328.75	7,429.25
34,000.00	North Peace Light Horse Assn.	-	-	-	0.00	-	-	34,000.00	34,000.00
1,000.00	*Area C Scholarship	-	-	-	-	-		-	-
1,000.00	Youth Travel	-	-	-	-	-	-	500.00	500.00
81,250.00	**Total Area C**	**-**	**0.00**	**127.46**	**0.00**	**7,287.63**	**5,391.15**	**62,150.88**	**74,957.12**
		2005-2009	2010	2011	2012	2013	2014	2015	
			Budget	Budget	Budget	Budget	Budget	Budget	
AREA E			102,000.00	102,000.00	102,000.00	111,610.00	103,150.00	102,000.00	
			Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
			102,000.00	102,000.00	92,390.00	110,460.00	103,150.00	102,000.00	
	Camp Emile	-	(0.00)	0.00	-	0.00	16,526.97		16,526.97
2,500.00	Chetwynd & Dist Rec. Centre	-	-	-	-	-	-	2,500.00	2,500.00
8,000.00	Chetwynd Electric Eels Swim Assn.	-	-	-	-	-	611.40	8,000.00	8,611.40
3,555.00	Chetwynd Gymkhana	-	-	-	-	0.00	(0.00)	3,555.00	3,555.00
12,540.00	Chetwynd Rod & Gun Club	-	-	-	-	-	-	12,540.00	12,540.00
5,000.00	Chewtynd Social Planning Committee							5,000.00	5,000.00
5,250.00	Foothills Team Roping Club		-	-	-	173.41	1,200.00	5,250.00	6,623.41
4,875.00	Jackfish Community Association	-	-	(0.00)	-	(0.00)	654.03	4,875.00	5,529.03
4,500.00	Little Giants Figure Skating Club	-	-	-	-	-	-	4,500.00	4,500.00
8,000.00	Little Prairie Heritage Society	-	-	(0.00)	0.00	1,932.69	8,734.17	4,753.65	15,420.51
5,900.00	Moberly Lake Community Assn.	-	-	-	4,022.72	-	-	5,900.00	9,922.72
19,000.00	Pine Valley Exhibition Park Soc.	-	-	(0.00)	-	1,849.62	-	19,000.00	20,849.62
	Pine Valley Motor Sports		-	-	-	-	-	-	-
3,915.00	Pine Valley Seniors Assn.	-	-	-	-	73.00	285.19	3,915.00	4,273.19
15,965.00	Sagitawa Christian Camping Society	-	-	-	-	-	-	15,965.00	15,965.00
1,000.00	Area E West Bursary						-	1,000.00	1,000.00
2,000.00	Youth Travel	-	-	-	-	-		1,000.00	1,000.00
102,000.00	**Total Area E**	**-**	**(0.00)**	**0.00**	**4,022.72**	**4,028.72**	**28,011.76**	**97,753.65**	**133,816.85**

		2005-2009	2010	2011	2012	2013	2014	2015	
			Budget	Budget	Budget	Budget	Budget	Budget	
	SUB-REGIONAL		130,000.00	130,000.00	130,000.00	150,000.00	150,084.00	150,000.00	
			Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
			130,000.00	130,000.00	130,000.00	149,916.11	150,084.00	150,000.00	
4,400.00	Ark - Dawson Creek Youth Centre Society	-	-	-	-	-	-	-	-
4,400.00	Bessborough Community Club	-	-	74.96	-	-	-	4,400.00	4,474.96
	Cutbank Community Club	-	-	-	-	0.00	(0.00)		0.00
24,039.61	Dawson Creek Sportsman's Club	-	-	-	-	-	-	24,039.61	24,039.61
12,609.83	Doe River Recreation Commission	-	-	-	-	-	-	12,609.83	12,609.83
13,200.00	Farmington Community Association		-	-	-	-	-	13,200.00	13,200.00
1,540.00	Groundbirch Rec. Commission	-	-	-	-	-	503.25	1,540.00	2,043.25
	Hats n' Chaps Gymkhana	-	-	-	3,958.99	-	-		3,958.99
3,520.00	Kilkerran Recreation Commission					168.21	-	3,520.00	3,688.21
16,156.80	Kiskatinaw Fall Fair	-	-	-	-	1,758.86	0.00	1,087.25	2,846.11
16,461.85	McLeod Rec. & Social Services Society	-	-	-	-	-	(0.00)	16,461.85	16,461.85
11,000.00	Rolla Ratepayers	-	-	-	-	-	-	11,000.00	11,000.00
2,200.00	Sunset Prairie Recreation Commission	-	-	0.00	2,701.95	513.89	4,889.21	348.50	8,453.55
1,503.04	Swan Lake Enhancement Society	-	-	-	-	-	-	-	-
5,280.00	Tomslake Community Cultural Assn.	-	-	-	-	-	-	5,280.00	5,280.00
17,688.00	Tomslake & District Rec Commission	-	-	-	-	(0.00)	0.00	17,688.00	17,688.00
11,500.87	Tupper Community Club	-	-	-	-	-	-	11,500.87	11,500.87
3,000.00	Post Secondary Bursary	-	-	-	-	-	-	-	-
1,500.00	Youth Travel	-	-	-	-	-	-	1,500.00	1,500.00
150,000.00	**Total Sub-Regional**	**0.00**	**0.00**	**74.96**	**6,660.94**	**2,440.96**	**5,392.46**	**124,175.91**	**138,745.23**
523,095.00	**COMBINED GRAND TOTALS**	**0.00**	**(0.00)**	**819.02**	**10,683.66**	**23,804.56**	**60,336.86**	**415,459.97**	**511,104.07**

Prior Years Payable total =	**95,644.10**
2015 Payable total =	**415,459.97**
Total GIA Payable =	**511,104.07**

Youth Travel Recipient Information

Area	Recipient	Total To-Date	2010	2011	2012	2013	2014	2015
Area B		**Total To-Date**	**2010**	**2011**	**2012**	**2013**	**2014**	**2015**
	Northern BC High School Rodeo	1,000	500			500		
	Northern BC Highschool Rodeo - Megan Smith	500					500	
	TOTAL granted for year		500	1,500	0	1,500	1500	1500
	TOTAL used		500	0	0	500	500	0
	BALANCE Remaining		0	0	0	0	0	1500 *

Area	Recipient	Total To-Date	2010	2011	2012	2013	2014	2015
Area C		**Total To-Date**	**2010**	**2011**	**2012**	**2013**	**2014**	**2015**
	Inconnu Swim Club	300		300				
	Northern BC High School Rodeo	2,000	500		500	500		500
	TOTAL granted for year		1,000	1,000	1,000	1,000	1000	1000
	TOTAL used		500	300	500	500	0	500
	BALANCE Remaining		0	0	0	0	0	500 *

Area	Recipient	Total To-Date	2010	2011	2012	2013	2014	2015
Area E		**Total To-Date**	**2010**	**2011**	**2012**	**2013**	**2014**	**2015**
	3 Nations Midget Hockey	650		350		300		
	Auroras Speed Skating Club	250		250				
	Chet Girls Club Volleyball	1,050	250		500		300	
	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 Midget Giants	500						500
	Chetwynd U16 Club Volleyball - Chargers	500						500
	TOTAL granted for year		2,000	2,000	2,000	2,000	3005.26	2000
	TOTAL used for year		1,200	900	2,000	1,400	800	1000
	BALANCE Remaining		0	0	0	0	0	1,000 *

Area	Recipient	Total To-Date	2010	2011	2012	2013	2014	2015
Sub-Regional		**Total To-Date**	**2010**	**2011**	**2012**	**2013**	**2014**	**2015**
	Northern BC High School Rodeo	2,000			1,000	1,000		
	TOTAL granted for year		1,500	1,500	1,500	1,500	1500	1500
	TOTAL used for year		0	0	1,000	1,000	0	0
	BALANCE Remaining		0	0	0	0	0	1500 *

*** Unused amounts returned to reduce next tax year**

Scholarship/Bursary Recipient Information 2010 to Current

Area B Bursary

Year	Name		Amount	Amount Remaining	Date Claimed
2015	Robyn Bickford		1,000	0	25-Aug-15
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	5,000	0	

Area C Scholarship

Year	Name		Amount	Amount Remaining	Date Claimed
2015	Kevala Van Voilkenburg		1,000	0	06-Aug-15
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	5,000	0	

Area E Bursary

Year	Name		Amount	Amount Remaining	Date Claimed
2015	Kayla Sanford		500	500	
2015	Dayton Waldie		500	500	
2014	Sara Norris		500	0	27-Nov-14
2014	Brittany Andres		500	0	15-Jan-15
		TOTAL	1,500	1,000	

Sub-Regional Bursary & Scholarship

Year	Name		Amount	Amount Remaining	Date Claimed
2015	Paula Chudley		1,500	0	**31-Aug-15**
2015	Ben Van Spronsen		1,500	0	**14-Sep-15**
2014	Theran Basset		1,500	0	15-Jan-15
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	02-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	16,500	0	

Fair Share Commitments	September 2015	PRRD	K. Goodings Area B	B. Sperling Area C	L. Hiebert Area D	D. Rose Area E	Total Fair Share
January 1, 2015 opening balance			1,876,736.81	3,306,247.39	2,726,942.05	2,325,069.08	10,234,995.33
Total interest earned to date			14,124.37	23,892.08	20,642.11	17,841.47	76,500.03
Subscription F/S $			735,433.75	735,433.75	735,433.75	735,433.75	2,941,735.00
COMMITMENTS	Commitment	Previous Yrs. Payments	Fair Share Payments This Year				Remaining Commitment
Area B							
Addiction Centre	-						-
*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; Disability Accessibility Renos	6,800.00		6,800.00				-
NP Care Centre FSJ; (25 Units)	250,000.00		250,000.00				-
NP Cultural Centre (pymt to 2017)	28,125.00		21,093.75				7,031.25
NP Fall Fair; Display Buildings	17,600.00	5,465.00					12,135.00
NP Light Horse Assn; Building Assessment	5,000.00		1,827.00				3,173.00
Peace River Agreement Signing Funds	45,000.00						45,000.00
PR Regional Cattlemen's Assoc; Livestock Protection	50,000.00		50,000.00				-
Rural Gasification	680,000.00	32,367.25					647,632.75
Rural Improvements Grant	1,509,559.03						1,509,559.03
Sewage Rec Facility (Operating Deficit 25%)	-						-
	2,723,584.03	97,289.10	361,020.75	-	-	-	2,265,274.18
Area C							
Addictions Centre	-						-
CL Lagoon System	1,762,968.97			7,800.00			1,755,168.97
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	1,038.49	1,038.49					-
NP Care Centre FSJ; (25 Units)	250,000.00			250,000.00			-
**NP Cultural Centre (pymt to 2017)	14,062.00			10,546.50			3,515.50
NP Light Horse Assn; Building Assessment	5,000.00			1,827.00			3,173.00
Peace River Agreement Signing Funds	45,000.00						45,000.00
PR Regional Cattlemen's Assoc; Livestock Protection	50,000.00			50,000.00			-
Regional Parks Improvements	100,000.00						100,000.00
Rural Improvements Grant	1,322,182.28						1,322,182.28
Sewage Rec Facility (Operating Deficit 75%)	-						-
Water & Sewer	500,000.00						500,000.00
	4,077,811.71	12,238.49	-	335,173.50	-	-	3,730,399.72
Area D							
Bear Mnt Nordic Ski Assn; Ski Trails	10,000.00						10,000.00
Dawson Creek Gradfest Committee; Gradfest 2015	1,500.00				1,000.00		500.00
Dawson Creek Sportsman's Club; Indoor Range Exp	80,000.00						80,000.00
DC & Dist Stable & Arena Assoc; Manure Storage	20,000.00				20,000.00		-
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, Alrm Dialer)	30,000.00	13,417.03			6,127.34		10,455.63
Northern Lights Recovery Centre	100,000.00						100,000.00
Peace River Agreement Signing Funds	45,000.00						45,000.00
PR Regional Cattlemen's Assoc; Livestock Protection	50,000.00				50,000.00		-
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	3,920.00			1,080.00		-
Rolla Sewer - Annual Oper. Grant	17,500.00	13,709.00			3,791.00		-
Rolla Sewer - Upgrades	20,000.00	17,429.53					2,570.47
Rural Gasification	1,000,000.00	53,798.50			5,000.00		941,201.50
Rural Improvements Grant	1,800,508.18						1,800,508.18
Rural Water Dev-Tmlk,Frmtg Const	125,032.17						125,032.17
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
Tomslake & District VFD; Fire Truck	150,000.00						150,000.00
	3,626,314.68	143,296.77	-	-	86,998.34	-	3,396,019.57
Area E							
Bear Mnt Nordic Ski Assn; Ski Trails	4,000.00						4,000.00
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 (Dist of); Fire Apparatus	133,000.00						133,000.00
Chetwynd Seniors Housing Society	150,000.00						150,000.00
Chetwynd Comm Arts Council; Fall Fair	7,900.00					7,900.00	-
Dawson Creek Gradfest Committee; Gradfest 2015	500.00					500.00	-
Dawson Creek Sportsman's Club; Indoor Range Exp	20,000.00						20,000.00
DC & Dist Stable & Arena Assoc; Manure Storage	20,000.00					20,000.00	-
Electrical Extension Grants	5,000.00						5,000.00
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	6,090.00					18,910.00
Little Prairie Heritage Soc; Museum Repair	103,808.00	99,268.05				4,539.95	-
Little Prairie Heritage Soc; Tables, Tents	8,300.00						8,300.00
Northern Lights Recovery Centre	100,000.00						100,000.00
Peace River Agreement Signing Funds	45,000.00						45,000.00
PR Regional Cattlemen's Assoc; Livestock Protection	50,000.00					50,000.00	-
Rural Gasification	700,000.00						700,000.00
Rural Improvements Grant	1,635,043.16						1,635,043.16
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					36,572.83	21,427.17
	4,556,501.16	1,478,156.86	-	-	-	119,512.78	2,958,831.52
Actual Balance at Month End			2,265,274.18	3,730,399.72	3,396,019.57	2,958,831.52	12,350,524.99
Total Remaining Commitment			2,265,274.18	3,730,399.72	3,396,019.57	2,958,831.52	Total Fair Share
Balance available after remaining commitments			-	-	-	-	Reserve

* Remaining amount from the previous, Area B Municipal Facilicites commitment, established for groups within the municipality serving the rural areas

October 15, 2015

Peace River Regional District
BCR Grants in lieu
September 30, 2015

		Area B	Area C	Area D	Area E	Total MMF BCR Grants in lieu
Opening balance		23,578.29	27,400.24	-	1,613.34	52,591.87
	January	22.59	26.26	-	1.55	50.40
	February	19.48	22.64	-	1.33	43.45
	March	19.78	22.98	-	1.35	44.11
	April	18.64	21.66	-	1.28	41.58
	May	18.39	21.39	-	1.26	41.04
	June	16.84	19.58	-	1.16	37.58
	July	16.31	18.97	-	1.12	36.40
	August	14.23	16.55	-	0.98	31.76
	September	11.97	14.15	-	0.92	27.04
	October					
	November					
	December					
2015 Interest		158.23	184.18	-	10.95	353.36
Expenditures						
Fort St John Community Arts Council						-
Arts Advocates Patron Program		125.00	125.00			250.00
NP Community Choir New York Trip		2,500.00	2,500.00			5,000.00
Total Expenditures		2,625.00	2,625.00	-	-	5,250.00
September 30, 2015		21,111.52	24,959.42	-	1,624.29	47,695.23
Commitments						
Siver Willow 4-H; Peace Lookout Cleanup			1,500.00			1,500.00
Balance available		21,111.52	23,459.42	-	1,624.29	46,195.23

October 15, 2015

Appropriated Surplus Balances as of September 30, 2015

RESERVES

911 Emergency Capital Reserve	$	50,331.61	Green "Carbon" Project Reserve	$	17,481.69
BC Rail	$	47,695.23	Harp/Imp Sewer Capital Reserve	$	8,138.02
Buick Creek Arena Capital Reserve	$	127,796.37	Harp/Imp Sewer Operating Reserve	$	8,138.02
Buick Creek Arena Operating Res	$	62,730.03	Information System Plan Reserve	$	270,139.65
Building Reserve	$	703,391.29	Insurance Reserve	$	471,687.35
Charlie Lake Fire Capital Reserve	$	466,812.66	Kelly Lake Comm Ctr. Operating Reserve	$	18,839.93
Charlie Lake Sewer Capital Reserve	$	125,713.74	Kelly Lake Comm Ctr. Capital Reserve	$	15,773.26
Charlie Lake Sewer Operating Reserve	$	57,497.37	Kelly Lake Sewer Capital Reserve	$	11,319.75
Chetwynd Arena Capital Reserve	$	1,722,833.71	Kelly Lake Sewer Operating Reserve	$	20,307.30
Chetwynd Leis Cntr Capital Reserve	$	1,744,036.06	Landfill Closure Reserve	$	406,853.95
Chilton Sewer Capital Reserve	$	28,169.44	Moberly Lake Fire Capital Reserve	$	12,779.64
Chilton Sewer Operating Reserve	$	23,827.52	North Pine TV Reserve	$	46,304.22
Chilton Sewer Debenture Reserve	$	-	NP Economic Development Commission	$	68,563.67
Clearview Arena Operating Reserve	$	70,471.37	NP Leisure Pool Building Repl Res	$	1,524,791.33
CL DCC Reserve	$	131,754.91	NP Leisure Pool Capital Reserve	$	439,625.18
CLFD Fundraising	$	-	Regional Parks Capital Reserve	$	40,685.46
CLFD Operating Reserve	$	20,185.56	Regional Parks Operating Reserve	$	40,685.46
Comm Parks Water Capital Reserve	$	12,779.64	Rolla Creek Dyking Operating Reserve	$	5,738.97
Comm Parks Water Operating Res	$	18,050.12	Rolla Sewer Capital Reserve	$	7,901.08
Community Works (Gas Tax)	$	2,376,023.19	Rolla Sewer Operating Reserve	$	13,018.27
DC/PC Fire Capital Reserve	$	485,471.86	Rural (Loan Fund)	$	3,569,226.04
Election Reserve	$	28,583.05	Rural Fringe	$	2,020,858.80
Emergency Plan Reserve	$	273,447.48	Solid Waste Capital Reserve	$	5,272,117.09
Fair Share	$	12,350,524.99	Solid Waste Operating Reserve	$	1,024,227.57
Feasibility Reserve	$	148,437.05	Sub-Reg Recreation Insurance Reserve	$	112,567.14
Friesen Sewer Capital Reserve	$	3,874.21	Tomslake Fire Reserve	$	121,038.94
Friesen Sewer Operating Reserve	$	16,273.66	Vehicle (Admin) Reserve	$	161,906.27
FSJ Airport Sewer Capital Reserve	$	32,566.85	Vehicle (BI) Reserve	$	41,891.97
FSJ Airport Sewer Operating Reserve	$	42,472.13	Vehicle (SW) Reserve	$	132,489.35
FSJ Airport Water Capital Reserve	$	10,223.70			
FSJ Airport Water Operating Reserve	$	23,371.29	**TOTAL**	**$**	**37,110,441.46**

October 15, 2015

Loans in Loan Fund	Loans Approved	Loans Issued	Outstanding Loan Balance
Chetwynd Communications Soc (2018)	275,000.00	275,000.00	82,500.00
FSJ New Fire Hall (2020)	750,000.00	750,000.00	300,000.00
Friesen Sewer (2015)	33,548.00	33,548.00	-
North Pine Farmers Institute (2015)	100,000.00	100,000.00	21,011.23
Total	**1,158,548.00**	**1,158,548.00**	**403,511.23**

Loan Funds Available:	**3,096,488.77**

"Grants" from Loan Fund Interest	Committed	Previous Years Paid	Current Year Paid	Remaining
Temporary Storage to Accept Domestic Sewage	600,000.00	382,871.02	10,796.05	206,332.93
Total	**600,000.00**	**382,871.02**	**10,796.05**	**206,332.93**

Interest Grant Funds Available:	**$266,404.34**

Commitments from Rural Fringe Reserve	Committed	Previous Years Paid	Current Year Paid	Remaining
City of DC; Sewage Rec Facility Design & Agreement	400,000.00	-	-	400,000.00
Total	**400,000.00**	**-**	**-**	**400,000.00**

Reserve Funds Available:	**$1,620,858.80**

Gas Tax	Committed	Previous Years Paid	Current Year Paid	Remaining
Buick Creek Arena	25,000.00	19,240.56		5,759.44
Charlie Lk Sewer Lagoon Upgrades & Three Phase Power Ext. @ Treatment Plant	2,850,000.00	365,865.33	320,367.78	2,163,766.89
Charlie Lk Sewer Monitoring	100,000.00	95,178.57	4,821.43	- 0.00
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	200,000.00	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	151,014.05	2,646,758.93	702,227.02
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**	**$1,111,192.39**	**$3,011,948.14**	**$2,964,432.96**

Gas Tax Funds Available:	**($588,409.77)**

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.

October 15, 2015

Tomslake Natural Gas Service Extension

Meeting Notes – June 29, 2015

In Attendance from the Peace River Regional District & Pacific Northern Gas:

Peace River Regional District

- Leonard Hiebert, Director Area D
- Trish Morgan, General Manager of Community & Electoral Area Services

Pacific Northern Gas

- Bob Cooper
- Dwain McCrae

Meeting commenced at 7:00 pm at the Tomslake Community Cultural Association Hall.

- Director Hiebert welcomed everyone and explained the purpose of the meeting was to examine whether there was an opportunity and interest to continue the extension of natural gas service in Tomslake. A new opportunity has arisen that may allow the Regional District and PNG to examine this project.
- Director Hiebert provided a description of the potential costs as follows:

	Scenario 1	Scenario 2	Scenario 3
# of Customers	23	15	8
Cost Per Customer	$25,000	$40,000	$80,000
Total Customer Cost	$575,000	$600,000	$640,000
Less Area D Fair Share Contribution (75%)	-$431,250	-$450,000	-$480,000
Sub-total	$143,750	$150,000	$160,000
Adjusted Cost Per Customer for Mainline Extension	$6,250	$10,000	$20,000

- *Note these costs are for the mainline extension and customers will need to pay for connection to the mainline*

- Bob Cooper, PNG:
  - explained the three different costs scenarios are still very rough.
  - the formula used to determine the potential customer costs are based on a formula from the BC Utilities Commission.
  - costs above represent the cost to run the full length of pipe. If only residents at the beginning of the extension wish to receive the service, then the overall cost

will be less but if a resident at the beginning and the end of the service wish to sign up, then the total project cost will be more and the customer cost will depend on how many sign-up.

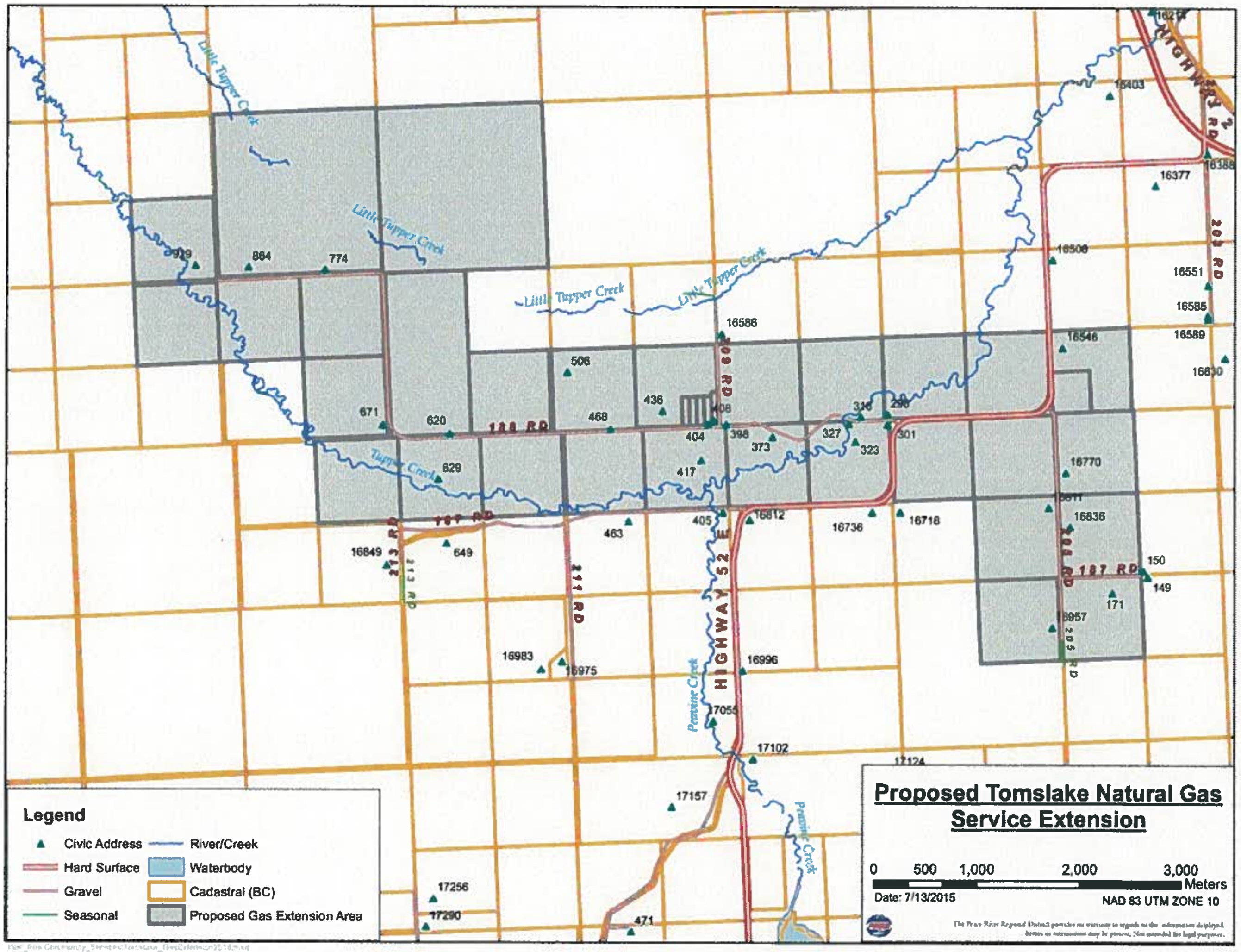
- last time only approximately 60% of the residents signed-up as customers despite PNG receiving a greater initial response. This lower than anticipated sign-up rate coupled with challenges with the contractor meant that the project could not be completed in its entirety as the project ran out of funding. PNG has changed some processes to ensure a greater commitment by those wanting the service so it does not jeopardize the project for those wishing to receive the service. PNG will also monitor the contractor more closely to ensure cost efficiencies. The individual in charge of the last project is no longer with the company.
- The cost to connect the service to a home should also be considered:
  - $450 for the first 21 m plus $10/m thereafter (this is a national standard)
  - The cost to connect and the mainline extension cost cannot be amortized on a customer's invoice over time anymore
- Residents expressed concerns for the following:
  - Last time the cost to connect was approximately $1,500
  - The previous project was not completed in a cost effective manner by the PNG contractor
  - Some residents got bills for a service that they didn't receive
  - Some residents backed out of the project which jeopardized it for other residents wishing to receive the service
  - Some residents converted their home heating systems to allow for natural gas and have since had to make changes to account for not having natural gas

Summary of Next Steps:

- The PRRD and PNG will look into whether there are any commercial customers that could be brought onto the service. If so, this would reduce the residential cost for the mainline extension.
- The PRRD will look to host a meeting in the fall once new information becomes available.

NB-1

Map of Proposed Extension



Note that properties on the south side of the 188 Road will only be able to access the service if there buildings are on the north side of Tupper Creek (i.e., gas extension cannot cross the creek). Properties along the 205 Road and 187 Road are optional.

October 15, 2015

NB-1

Tomslake & District Recreation Commission
Tomslake, B.C. V0C 2L0

September 26, 2015

Len Hiebert
Representative for Electoral District D
Peace River Regional District
Box 810 1981 Alaska Avenue
Dawson Creek, BC V1G 4H8

Approximately thirty years ago the Tomslake and District Recreation Commission actively lobbied various government ministries to bring natural gas to our area. Since then, there have been some rural gasification projects completed in the South Peace. Finally, about four years ago, this became a reality for our community...well, almost for all. There is a small area within the previously prescribed contracted area that DID NOT receive natural gas as was adamantly promised. The extreme irony of this situation is that the area in question is literally sitting on the gas well supply zone that is piping the natural gas for our community and to residents as far north as Pouce Coupe. The subject area is the CLOSEST to the supply well and was excluded from the approved project. This is clearly unfair and unacceptable.

Through a series of bureaucratic bungling and the ball-being-dropped by officials in charge, these households were denied the service they were promised, a service that the rest of us now enjoy. Whether it was through cost overruns by the contracted company or other related reasons, this is not the issue.

Now a new proposal is being put forth to the affected residents, however the expected financial costs initially presented to them are expected to be two or three times the amount the rest of the service area paid at the onset of the Rural Gasification Project. In preparation for the promised service, some of the affected households went as far as to convert their LPG furnaces to natural gas in anticipation of gas service by wintertime. When this did not happen, they were then forced to revert back to their previous home heating systems (oil furnaces were removed and new natural gas furnaces were purchased in some instances).

The Tomslake and District Recreation Commission passed a motion at a meeting that we seriously advocate to all concerned parties that these residents receive the same financial consideration as the rest of the area did when the project was implemented.

NB-1

Sincerely,

Art Seidl, President of the Tomslake and District Recreation Commission

Cc: Mike Bernier
Bob Zimmer
PNG
Northeast News