



PEACE RIVER REGIONAL DISTRICT

Rural Budgets Administration Committee Meeting

A G E N D A

Thursday, December 17, 2015 – 10:00 a.m.
at the Regional District Office Boardroom, 1981 Alaska Avenue,
Dawson Creek, BC

1. **CALL TO ORDER** - Director Goodings to Chair the Meeting
2. **DIRECTORS NOTICE OF NEW BUSINESS:**
3. **ADOPTION OF AGENDA:**
4. **ADOPTION OF THE MINUTES:**
 - M-1 Rural Budgets Administration Committee Meeting of November 19, 2015
5. **BUSINESS ARISING FROM THE MINUTES:**
 - BA-1 December 1, 2015 Grant request South Peace District Crime Prevention Association
6. **DELEGATIONS:**
 - D-1 Jody Mather, Big Bam Ski Hill @ 10:15 a.m.
7. **CORRESPONDENCE:**
 - C-1 September 30, 2015 Grant request from North Peace Historical Society
 - C-2 November 26, 2015 Grant request from Chetwynd Public Library
 - C-3 November 25, 2015 Thank you letter from Willow Valley Cemetery
 - C-4 December 3, 2015 Thank you letter from Sunset Prairie Cemetery Group
8. **REPORTS:**
 - R-1 Report November 30, 2015 from Kim Frech, Chief Financial Officer – PR Agreement Signing Bonus
 - R-2 Report November 30, 2015 from Jill Rickert, Community Services Coordinator – Youth Travel Request – Chetwynd Secondary Senior Girls Volleyball
 - R-3 Report December 7, 2015 from Kim Frech, Chief Financial Officer – Watershed Stewardship Program Grant
 - R-4 Report December 7, 2015 from Kim Frech, Chief Financial Officer – NP Regional Airport – Sewer Infrastructure
 - R-5 Report December 9, 2015 from Trish Morgan, General Manager of Community & Electoral Area Services – Prespatou School Rink and Skate Shacks
 - R-6 Report December 10, 2015 from Trish Morgan, General Manager of Community & Electoral Area Services – North Peace Light Horse Association
9. **NEW BUSINESS:**
10. **COMMUNICATIONS:**
11. **ADJOURNMENT:**



PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING MINUTES

DATE: November 19, 2015
PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: Directors

Director Rose, Meeting Chair, Electoral Area E
Director Goodings, Electoral Area B
Director Sperling, Electoral Area C
Director Hiebert, Electoral Area D

Staff

Chris Cvik, Chief Administrative Officer
Shannon Anderson, Deputy Chief Administrative Officer
Trish Morgan, General Manager of Community and Electoral Area Services
Fran Haughian, Communications Manager
Ronda Wilkins, Recording Secretary

Others

Delegation: Mr. Wayne Hiebert from Rural Crime Watch

Call to Order The Chair called the meeting to order at 10:00 am

DIRECTORS NOTICE OF NEW BUSINESS:

None

ADOPTION OF AGENDA:

November 19, 2015 RBAC 19/11/01

MOVED by Director Hiebert, SECONDED by Director Goodings,
"THAT the Rural Budgets Administration Committee agenda for the November 19, 2015 meeting, be adopted."

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 October 15, 2015.
5. **BUSINESS ARISING FROM THE MINUTES:**
 - BA-1 City of Dawson Creek (Kiskatinaw Watershed Program) Grant Application
 - BA-2 Wonowon Horse Club Grant Application
6. **DELEGATIONS:**
 - D-1 Rural Crime Watch Delegation – Mr. Hiebert (Area D) – 10:00 am
7. **CORRESPONDENCE:**
 - C-1 November 1, 2015 - Thank you letter from Dayton Waldie
 - C-2 October 21, 2015 - Recreation and Cultural Grants in Aid Funding Amendment – Pine Valley Exhibition Park.
 - C-3 November 8, 2015 - North Peace Ride for Disabled Funding Amendment
 - C-4 November 12, 2015 - North Peace 4H Council – Funding Amendment
 - C-5 October 22, 2015 – Formal request from District of Chetwynd for contribution towards Sewage Treatment Plant Improvements.
 - C-6 November 12, 2015 - Prespatou PAC Skating Rink grant application
 - C-7 October 30, 2015 - FCM Annual Conference – June 3 to 5, 2016
 - C-8 October 28, 2015 - Electoral Area Directors Forum – February 2 to 3, 2016 & Local Government Leadership Academy February 3 to 5, 2016.
8. **REPORTS:**
 - R-1 October 26, 2015, Chris Cvik, CAO – City of Dawson Creek Trucked Waste Facility Design Funding Agreement.
 - R-2 November 9, 2015, Jill Rickert, Community Services Coordinator – Board Fundamentals Workshop – October 17, 2015.
 - R-3 November 9, 2015, Jill Rickert, Community Services Coordinator – 2015 Volunteer Appreciation Banquets – October 17, 2015.
9. **NEW BUSINESS:**
10. **COMMUNICATIONS:**
11. **ADJOURNMENT:**

CARRIED

December 17, 2015

RBAC 19/11/02

MOVED by Director Goodings, SECONDED by Director Hiebert

*"THAT the Rural Budgets Agenda be varied to deal with the Rural Crime Watch delegation."***CARRIED****DELEGATIONS:**

D-1

Rural Crime Watch
Delegation – Mr.
Wayne Hiebert
(Area D)

Mr. Wayne Hiebert from the Dawson Creek & District Rural Crime Watch group, is under the umbrella of the South Peace Crime Prevention Society. Rural Crime Watch is a cooperative community effort aimed at reducing crime in the Dawson Creek and District rural area. Mr. Hiebert approached the Committee for funding for reflective signs, patrol kits and vehicle magnetic signage.

RBAC 19/11/03

MOVED by Director Hiebert, SECONDED by Director Sperling,

*"THAT the Rural Budgets Administration Committee request staff to bring back options to the next RBAC meeting for their consideration as to where the funds would come from to support the South Peace Rural Crime Watch Society and that Mr. Hiebert be asked to submit a grant application."***CARRIED.***The delegation left the meeting 10:30am***ADOPTION OF MINUTES:**

M-1

October 15, 2015

RBAC Minutes

RBAC 19/11/04

MOVED by Director Sperling, SECONDED by Director Hiebert,

*"THAT the Rural Budgets Administration Committee Meeting Minutes of October 15, 2015 be adopted."***CARRIED****BUSINESS ARISING FROM THE MINUTES:**

BA-1

City of Dawson Creek
(Kiskatinaw Watershed
Program) Grant
Application

RBAC 19/11/05

MOVED by Director Hiebert, SECONDED by Director Sperling

*"THAT the Rural Budgets Administration Committee approve the allocation of 75% from Area D and 25% from Area E in the amount of \$40,000 per year for five years for a total of \$200,000 for the City of Dawson Creek-Watershed Stewardship Program Grant Request Application and that staff bring back a report confirming which funding source will be used and the allocation of funds from each electoral area."***CARRIED**

BA-2

Wonowon Horse Club
Grant Application

RBAC 19/11/06

MOVED by Director Goodings, SECONDED by Director Sperling

*"THAT the Rural Budgets Administration Committee approve the Wonowon Horse Club Grant Application in the amount of \$1,500 from the 2015 Area B Grant in Aid funds, for the upgrade of venting in the roof of the Community Hall."***CORRESPONDENCE:**

C-1

November 1, 2015 –
Thank you letter
from Dayton Waldie

The Chair read the letter to the Committee.

CORRESPONDENCE Con't:

- | | | |
|--|--|-----------------|
| C-2
October 21, 2015
Recreation and
Cultural GIA
Funding Amendment
– Pine Valley
Exhibition Park | RBAC 19/11/07
MOVED by Director Goodings, SECONDED by Director Hiebert,
<i>“THAT the Rural Budgets Administration Committee approve the funding amendment request from Pine Valley Exhibition Park to reallocate \$1,849.62 of their remaining unused 2013 Grant In Aid to go towards the 2015 road work and drainage project.”</i> | CARRIED. |
| C-3
November 8, 2015 –
North Peace Ride
for Disabled Funding
Amendment | RBAC 19/11/08
MOVED by Director Goodings, SECONDED by Director Hiebert,
<i>“THAT the Rural Budgets Administration Committee approve the funding amendment from North Peace Ride for the Disabled in the amount of \$1500 to go towards the purchase of riding equipment and a cart.”</i> | CARRIED. |
| C-4 November 12,
2015 – North Peace
4H Council Funding
Amendment | RBAC 19/11/09
MOVED by Director Goodings, SECONDED by Director Hiebert,
<i>“THAT the Rural budgets Administration Committee approve the funding amendment request from North Peace 4H District council to reallocate their remaining GIA funds in the amount of \$2,415.92 to go towards the purchase of additional livestock panels.”</i> | CARRIED. |
| <i>Shannon Anderson joined the meeting at 10:57am</i> | | |
| C-5
October 22, 2015 –
Formal request from
District of Chetwynd
for contribution
Sewage Treatment
Plant Improvements | RBAC 19/11/10
MOVED by Director Rose, SECONDED by Director Sperling,
<i>“THAT the Rural Budgets Administration Committee approve the request from the District of Chetwynd for a contribution of one-third of the shared costs for the Sewage Treatment Plant improvements in the amount of \$500,000 from the Rural Fringe budget.”</i> | CARRIED. |
| C-6
November 12, 2015
– Prespatou PAC
Skating Rink grant
application | RBAC 19/11/11
MOVED by Director Goodings, SECONDED by Director Sperling,
<i>“THAT the Rural Budgets Administration Committee defer the Prespatou PAC Skating Rink grant application until the next RBAC meeting and that staff ask that Prespatou provide another quote for the ice rink and skate shack.”</i> | CARRIED |
| C-7
October, 2015 –
FCM Annual
Conference – June
3-5, 2016 | RBAC 19/11/12
MOVED by Director Goodings, SECONDED by Director Hiebert,
<i>“THAT Staff book two rooms for the FCM's 2016 Annual Conference and Trade Show.”</i> | CARRIED |
| C-8
October 28, 2015 –
Electoral Area
Directors
Forum/LGLA | RBAC 19/11/13
MOVED by Director Sperling, SECONDED by Director Hiebert,
<i>“THAT item C-8 be deferred until the next RBAC meeting on December 17, 2015.”</i> | CARRIED |

REPORTS:

R-1

October 26, 2015 -
Chris Cvik, CAO City
of DC Trucked
Waste Facility
Design Funding
Agreement

RBAC 19/11/14

MOVED by Director Sperling, SECONDED by Director Hiebert,
"THAT Rural Budgets Administration Committee approve the Trucked Waste Facility Design Funding Agreement between the City of Dawson Creek and the Peace River Regional District; and that the Rural Budgets Administration Committee recommends to the Peace River Regional District Board that the Chair and CAO be authorized to sign the Trucked Waste Facility Design Funding Agreement on behalf of the Peace River Regional District Board."

CARRIED.

R-2

November 9, 2015 –
Jill Rickert, CSC –
Board Fundamentals
Workshop Oct.
17/15

Received for information

R-3

November 9, 2015 –
Jill Rickert, CSC –
2015 Volunteer
Appreciation
Banquets Oct. 1/15

Received for information

NEW BUSINESS

No New Business

COMMUNICATIONS

No Communication

ADJOURNMENT

RBAC 19/11/15

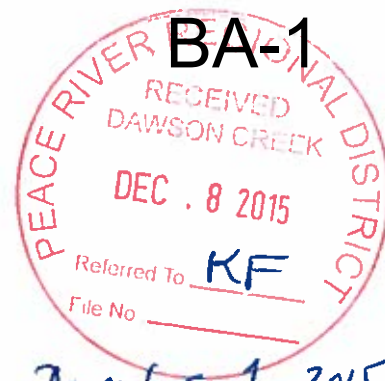
MOVED by Director Goodings, SECONDED by Director Sperling

*"THAT the meeting adjourn."***CARRIED.**

The meeting adjourned at 11:37 am



PEACE RIVER REGIONAL DISTRICT



GRANT REQUEST APPLICATION FORM

Society: South Peace District Crime Prevention Assn Date: December 1, 2015
 Community Club or Group Name:
 Mailing Address: 1230 - 102nd Ave, Dawson Creek B.C V1G 4V3
 City: Postal Code:
 Civic Address: same
 Contact Person: Garth O. Makepeace Alternate Person: Cliff Washington
 Tel: 250-782-7188 Tel: 250-782-4058
 Fax: Fax:
 Email: makepeace14@yahoo.ca Email: 1.washing@mcnet.bc.ca

CLUB EXECUTIVES

President: Garth O. Makepeace
 Vice President:
 Treasurer: Ingrid L. Makepeace

PROJECT COSTS

Total Cost of Project: \$ 4,375⁰⁰
 Amount Requested: \$ 4,375⁰⁰

Describe the project for which your organization is requesting a grant:

ATTACHED.

ATTACHMENTS REQUIRED:

- Project budget, including all sources of funding
- Year-end financial statements
- Current financial report including bank balances, investments, term deposits, etc.
- Copy of the Society Resolution requesting this grant.

Signature of Applicant:

Date: December 1, 2015

For Office Use Only

Fair Share: B ☐ C ☐ D ☐ E ☐
 BOR: B ☐ C ☐ D ☐ E ☐

Gas Tax: ☐

Other: ☒ PR Agreement

diverse. vast. abundant.

PLEASE REPLY TO:

☒ Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8 Tel: (250) 784-3200 or (800) 670-7773 Fax: (250) 784-3201 Email: prrd.dc@prrd.bc.ca
☐ 9505 100 St, Fort St. John, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-1125 Email: prrd.fsj@prrd.bc.ca

December 17, 2015

*Dec 1, 2015
Geri, Bill Hinkle, Curran*

Motion: moved that the South Peace District Crime Prevention Association authorize Wayne Hiebert to apply on behalf of Rural Crime Watch to the Peace River Regional District for funding to cover replacement of the weathered and missing original signs in the Doe River/North Rolla and Rolla/Landry areas, with any funding acquired to be turned over to Rural Crime Watch for this purpose.

December 1, 2015

Gary Hinklepeace, Chair

*South Peace District
Crime Prevention Association*

South Peace & District Crime Prevention Association

Annual General Meeting

June 10, 2015

Snacks and beverages 6:30 pm Calvin Kruk Centre for the Performing Arts, Dawson Creek

Start Time: 7:00 pm

Welcome to Cst. Stephanie Lang new Liaison for Crime Prevention replacing Cst James Rutledge

Members present: Elaine Creegan, Pat Hunter, Garth Makepeace, Cliff Washington, Geri Demyen, Bill Deak, Bill Dennis, Charles Quinn, Art Seidl, Ingrid Makepeace, Cst. Stephanie Lang

Adoption of 2013 minutes: Elaine Creegan asked for minutes to be accepted as corrected Geri 2nd all in favor – carried

Treasurer's Report: (see attached) Ingrid read out Treasurers Report Total Income \$12,103.11 Total Expenses \$9,803.58; Bank Statement at March 31, 2015
Chequing - \$14,908.13; Plan 24 - \$ 224.67; Equity Shares - \$ 71.13; Cash Box float \$140.00;
Motion to accept Bill Deak 2nd / all in favour - carried

RCW (Cliff Washington)

- Wayne Hiebert (member of RCW) interested in signs for Doe River, wants signs to replace aging ones, signs only for members
- Inventory 11 magnetic signs; 18 gate posts; 76 fence posts; 10 aluminum reflective (2x2); 3 Rural RCW signs (14.5x24)
- Trying to trace down Kilkerran Kit
- Looking for BBQ's for the 19th for RCW windup BBQ (Kilkerran) - 1 case of burgers donated by Butcher Block for the occasion
- Meeting June 23rd at Doe River Hall 7:30 pm

COPS (Elaine Creegan)

- Had a few Volunteers out on Patrol for Grad weekend (June)
- Volunteered for the Crime Stoppers Golf tourney fundraiser at Lone Wolf in Taylor (June)
- Did security at Mile 0 summer cruise Show and Shine (July)
- Had a Volunteer appreciation potluck Dinner in November
- Gift wrapped at Christmas time at the Dawson Creek mall as a fund raiser for our main group SPDCPA (Dec)
- In February some members were trying to attend the ABRCW Symposium in Alberta but due to bad weather had to cancel
- Did security and worked in the booth at the Kiwanis Trade show (April)

.....2

Page 2.....

- Finished up doing a "Safe Ride Home" for Oilmen Lobster fest in May (\$2,400 plus tips)
- Handed out 1 Bursary from SPDCPA (\$500)
- Ongoing information on the web page for SPDCPA, we are updating the site on a regular basis
- All our fund raisers for South Peace District Crime Prevention Association are done in conjunction with all our other groups under the umbrella.
- Our numbers of volunteers are dwindling; we are a work in progress. Hoping to get more members

Crimestoppers (Ken Watson – not in attendance)

- N/A

Community Liaison Report (Cst Stephanie Lang)

- Cst Stephanie Lang spoke about trying to give direction and organize some groups (COPS and Speed watch) – restructuring. Due to just being appointed into the position not much to report but is eager to be involved.

Chairperson' Report (Garth Makepeace)

- It has been a good year. Finances are very good - excellent work by many volunteers at the various fund raising events we have had. I think we need to be ever thankful for those that have set up our contact and connection with Kiwanis, South Peace Oilmen's Assn, the Show and Shine people and our Christmas Gift Wrap. -----as long as we are prudent, we Have no money worries in terms of funding our endeavours.

The One-Call system of getting information to members seems to be working rather well.

Recruitment – if each person can find 1 member each, we can bring up the number of volunteers

We have made good progress with our Website

June 16 there will be 2 bursaries to be given out for \$500 each

We continue to be members of BCCPA and Alberta Provincial Rural Crime Watch Assn

Our filings with Victoria (Corporate Registry) and Ottawa (Registered Charity Information Return) are up to date.....both of these now need to be done again after this AGM to reflect current directors and our current (as at March 31 2015) financial situation with Ottawa.

Now required a 2nd form for security check when applying for volunteering for groups

Meet 1st Tuesday every month 7 pm at Detachment

Page 3....

Garth asked for all group reports to be accepted Cliff Washington 2nd / all in favor – carried

New Business

- RCW BBQ at Kilkerran hall June 19 - all Crime Prevention welcome – bring salad or desert and Lawn Chair.

Elections for 2014 – 2015

Garth O. Makepeace Chairperson

VACANT Secretary

Ingrid Makepeace Treasurer

Bill Deak Director

Gerald Demyen past Chair

William "Bill" Dennis Director

Cliff Washington Director

Ken Watson Director

Geri Made a motion to pay the Calvin Kruk Centre for the Performing Arts for the evening (\$18.00 per hour) and to pay Elaine \$146.21 for cost of the goodies for tonight – Bill Dennis 2nd / all in favour

Meeting adjourned at: 8:15 by Cliff

**SOUTH PEACE DISTRICT CRIME PREVENTION ASSOCIATION
ANNUAL GENERAL MEETING
For 2015, held on June 10, 2015**

**At the Calvin Kruk Centre for the Performing Arts
Dawson Creek BC**

Treasurer's Report for the fiscal year March 31, 2014 to March 31, 2015

(1) chequing account

Bank statement balance at March 31, 2014 : **\$12,608.60** ✓

Bank statement balance at March 31, 2015: **\$14,908.13**

(2) plan 24 account

Bank statement balance at March 31, 2014: **\$224.08** ✓

Bank statement balance at March 31, 2015: **\$224.67**

(3) equity shares

Bank statement balance at March 31, 2014: **\$68.42** ✓

Bank statement balance at March 31, 2015 **\$71.13**

(4) cash box float **\$140.00** ✓

Income:

- | | |
|---|-------------------|
| 1. from Spectra Energy (for passing on to RCMP
Victim Services) | \$2,500.00 |
| 2. security for Kiwanis Trade Show (2014) | \$2,500.00 |
| 3. tips at South Peace Oilmen's Assn Lobsterfest | \$ 696.00 |
| 4. South Peace Oilmen's Assn. donation for
Safe Ride Home (2014) | \$2,400.00 |
| 5. Mile Zero Cruiser donation
for security services | \$ 400.00 |

6. Xmas gift wrap	\$3,599.00
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7. interest on funds in chequing account (no interest paid since Sept 2014)	\$ 8.11
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TOTAL INCOME:	\$12,103.11
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Expenses:

1. to Mary Ann Terry for Trade Fair Booth door prize:	\$ 100.00
2. to RCMP Victim Services (flow through of Spectra Energy Vancouver Foundation cheque)	\$2,500.00
3. to SD #59 for SPDCPA Bursary (2013 bursary)	\$ 500.00
4. to SD#59 for SPDCPA Bursary (2014 bursary)	\$ 500.00
5. to Elaine Creegan for 2014 AGM snacks	\$ 164.80
6. newspaper advertising for 2014 AGM	\$ 110.25
7. to Curling Club for premises rental for 2014 AGM	\$ 105.00
8. fee for Ministry of Finance Form 11 Society Annual Report filing	\$ 25.00
9. Directors and Officers insurance (BCCPA)	\$ 400.00
10. to Alberta Provincial Rural Crime Watch Assn for 3 rd party liability insurance (Alberta)	\$ 250.00
11. to New Harvest Media Inc. for web services	\$ 176.75
12. to Kiwanis Performing Art Centre for room rental for Volunteer Appreciation Dinner	\$ 183.75
13. to Elaine Creegan for food for Volunteer Appreciation Dinner	\$ 44.22
14. to Mary Ann Terry for door prizes for Volunteer Appreciation Dinner	\$ 143.81
15. to Zone 3 (Alberta) Rural Crime Watch as	

contribution to bus expense to go to AB "Symposium"	\$1,500.00
16. to Bill Deak (re-imburse for flowers for Loretta Pratt)	\$ 52.00
17. to Geri Demyen (re-imburse for ABPRCWA "Symposium" registrations (14 members)	\$1,050.00
18. Volunteers Insurance (HUB International)	\$ 968.00
19. transfer to Dawson Creek and District Rural Crime Watch account	\$1,000.00
20. LVCU service charges (\$10/mo beginning January 2015)	\$ 30.00

*Note: to Mary Ann Terry for gift card to Elaine Creegan
"in appreciation" \$50.00 written March 23/15 but
not cashed until April 23/15 and not included in
year ending March 31, 2015 expenses.

TOTAL EXPENSES:	\$9,803.58
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Rural Crime Watch Project

This project is to re-establish rural Crime Watch in four rural Communities – Doe river/North Rolla and Rolla/Landry. Signs create an awareness and patrol vehicles with the crime watch sign create a presents, as well, as extra eyes. The original signs are weather damaged or missing. These need to be replaced in order to serve their purpose.

Signs required:

67 Memberships @\$25	\$1675
36 2X2 road signs @\$70	\$2520
12 Magnetic signs@\$15	\$180
Total signs needed	\$4,375

All funds are to go to Rural Crime Watch specifically for this project as described in the attached resolution.

The Cost of the project has increased due to an increase in the 2x2 road signs and an opportunity to cover some more of the area verses going by maps alone meaning some additional signs.

Budget: to purchase all signs as soon as possible to have them on hand when needed, weather permitting installation, and before prices go up. *TO THE BEST OF MY KNOWLEDGE THERE WAS NO BUDGET TO REPLACE THE SIGNS FOR THESE AREAS. AND NO OTHER FUNDING.*

Wayne Hiebert

Dawson Creek & District

BA-1

Rural Crime Watch 2014

Opening Balance	1319.22
Shares	89.29
Uncashed Check	11.18
	1419.69

Income

Annual General Meeting	765.00
Bank Interest	1.98
Misc.	272.00
Shares	3.53
	1042.51

Expenses

AGM + BBQ	986.33
Operating	698.32
Donations	221.00
	1905.65

Year End	
Bank	463.72
Shares	92.82
	556.54

Treasurer Carol Bryant

December 17, 2015



DAWSON CREEK BRANCH
800-102ND AVE
DAWSON CREEK BC
V1G 2B2

STATEMENT OF ACCOUNTS

STATEMENT DATE	MEMBER NO.	PAGE
31 Oct 2015	639112	1 OF 3

007524

DAWSON CREEK & DIS RURAL CRIME WATCH
PO BOX 93
TOMSLAKE BC V0C 2L0

DATE	DESCRIPTION	NUMBER	WITHDRAWALS	DEPOSITS OR LOAN PAYMENT	LOAN PRINCIPAL INTEREST	BALANCE
CHEQUING						
Chequing Non Profit Orgs Clubs: 100000456400						
38862901-Chequing-Business						
01 Oct 15	Opening Balance					354.70
20 Oct 15	Cheque 150	150	18.90			335.80
22 Oct 15	Cheque 149	149	50.00			285.80
31 Oct 15	Service Charges		3.00			282.80
	Total Cheques	2				
SAVINGS						
Equity Shares: 100000836502						
38862901-Equity Shares-Business						
01 Oct 15	Opening Balance					96.48
Plan 24: 100001143254						
38862901-Plan 24-Business						
01 Oct 15	Opening Balance					355.98
31 Oct 15	Credit Interest			0.08		356.06

END OF STATEMENT

Handwritten calculations:

$$\begin{array}{r}
 282.80 \\
 73.00 \\
 \hline
 355.80 \\
 46.00 \\
 \hline
 311.80
 \end{array}$$

Other handwritten notes: "Lup", "#151", "0.08"

**FINANCIAL
LITERACY
MONTH**

Lake View Credit Union will be joining in with all of Canada to recognize November as Financial Literacy Month.

Please take the time to review your statement carefully. You have 30 days to report any problems or concerns.

Contact us at lvcu@lakeviewcreditunion.com or by phone:

Dawson Creek: 250-782-4871

Chetwynd: 250-788-9227

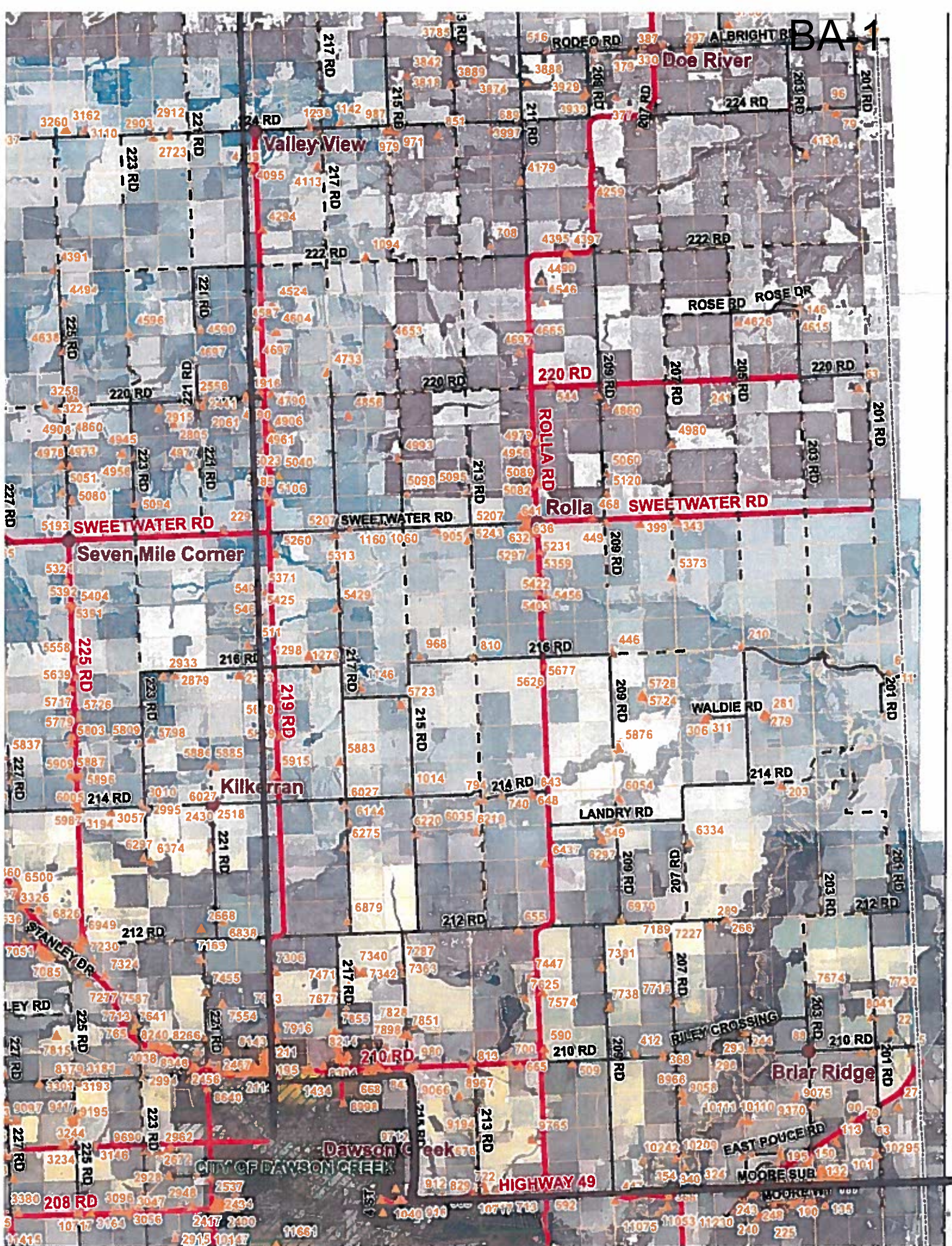
Tumbler Ridge: 250-242-4871

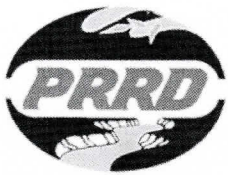
December 17, 2015

OD = Overdraft
DR = Debit Balance

FINANCIAL LITERACY MONTH

OD = Overdraft
NO = No Data





Grant Request Application Form

Society Number: S-7099 Date: Sept. 30, 2015

Community Club or Group Name: NORTH PEACE HISTORICAL SOCIETY

Mailing Address: 9323 100 ST. FORT ST. JOHN BC V1J 7N4
Mailing Address Town/City Postal Code

SAME AS ABOVE
Civic Address or Legal Description of Property

Contact Person: HEATHER SJOBLUM Alternate: EVELYN SIM

Position: MANAGER/CURATOR Position: PRESIDENT

Phone Number: 250-787-0430 Phone: 250-663-8890

Fax Number: n/a Fax: n/a

Email: fsjnpmuseum@fsjmail.com Email: libra34lucy@gmail.com

Club Executives:

Project Costs:

President: EVELYN SIM Total Cost of Project: \$30,750.00
Phase I + II

Vice President: ARLENE BOON Amount Requested: \$15,000.00

Treasurer: JOAN PATTERSON

Describe the project for which your organization is requesting a grant:

Please see attached sheets.

Attachments Required:

- Project budget, including all sources of funding
- Year-end financial statements
- Current financial report including bank balances, investments, term deposits, etc.
- Copy of the Society Resolution requesting this grant

Heather Sjoblum September 30, 2015
Signature of Applicant Date

For Office Use Only

Fair Share: B ☐ C ☐ D ☐ E ☐	
BCR: B ☐ C ☐ D ☐ E ☐	
Gas Tax:	
Other:	



North Peace Historical Society & Fort St. John North Peace Museum

9323 - 100th Street, Fort St. John, B.C. V1J 4N4

Telephone: (250) 787-0430

E-mail: fsjnpmuseum@fsjmail.com

Website: www.fsjmuseum.com

September 30, 2015

Dear Directors of the Peace River Regional District,

The North Peace Historical Society and Fort St. John North Peace Museum are planning to move a historic building, the Allen Homestead House, to the museum's property and restore it for the education and enjoyment of residents and visitors. This small two-story log homestead house represents the settlement stories of much of the North Peace region.

In 1912, the Peace River Block was open to homesteaders. People came for cheap farmland – 160 acres for \$10.00. A homesteader had to clear and cultivate the land, build a house and farm buildings, and spend at least six months of the year on a homestead in order to prove it up. Most of the communities in the North Peace sprang up because of these homesteaders. This building doesn't just tell the story of one pioneer family, but is indicative of the struggles and opportunities that all homesteaders faced in this area.

This project has three phases – foundation, moving, and restoration. We are asking the Peace River Regional District for Fair Share Funds in the amount of \$15,000.00 which will cover the cost of building a concrete foundation for this historic home (Phase I). The second phase will involve moving the building. We are in the process of exploring funding options for these costs. The third phase will take place several years down the road and will see the restoration of the building and the creation of exhibits inside.



The Allen Homestead House

December 17, 2015



North Peace Historical Society & Fort St. John North Peace Museum

9323 - 100th Street, Fort St. John, B.C. V1J 4N4

Telephone: (250) 787-0430

E-mail: fsjnpmuseum@fsjmail.com

Website: www.fsjmuseum.com

Allen Homestead History

Bartlett Allen began building this house in 1921. This is his second homestead house which replaced a small one room log cabin on his homestead. This larger house was comprised of a front room, a parlour (which was later used as a bedroom), and a kitchen on the main floor with a large bedroom on the second floor. Bartlett Allen registered his homestead in the Baldonnel area in 1915. He originally came from Michigan but had previously filed on land near Provost, Alberta. After filing his homestead at Baldonnel, Bartlett went to help with a harvest in Unity, Saskatchewan. He enlisted in the First World War following that harvest and applied for Canadian citizenship. Despite being wounded with shrapnel in his knee, Bartlett returned to his homestead at Baldonnel in 1920. He took a soldier's grant of a second quarter section and later filed on a third quarter. He married his wife, Winnifred Cushway, in 1925. Bartlett worked at Red Powell's sawmill at Charlie Lake to obtain the Jack Pine shingles for the roof. He finished working on this house in the early 1930s when a chimney was completed (before then they made do with a stove pipe). Bartlett and Winnifred had two children, Ruth and Floyd. The family raised horses, cows, pigs, and chickens. They grew grain, potatoes, and other crops. They sold potatoes, eggs, milk, butter, and firewood to supplement their income.

Bartlett and Winnifred were very involved in the community. Bartlett was an early member of Baldonnel Credit Union as well as the Royal Canadian Legion Branch #102. Winnifred was a founding member of the Baldonnel Women's Institute.

Bartlett lived the rest of his life on this homestead and his daughter, Ruth, still resides on the land 100 years after her father filed on it! She is in the process of obtaining a Century Farm Award.



Ruth (Allen) Large outlines the history of the house she grew up in.



North Peace Historical Society & Fort St. John North Peace Museum

9323 - 100th Street, Fort St. John, B.C. V1J 4N4

Telephone: (250) 787-0430

E-mail: fsjnpmuseum@fsjmail.com

Website: www.fsjnmuseum.com

Project Costs

This project would see the preservation and restoration of the Allen Homestead House in three phases. At the moment, we are looking at Phases I and II as the initial project because Phase III will happen several years down the road. It is important to complete Phases I and II in the next two years so that the building can be stabilized on the museum property before it deteriorates further in our rough climate. It is currently standing on the ground without a foundation as it was already moved once on the Allen/Large property back in the 1980s.

The first phase (for which we are asking for Fair Share Funds) involves the construction of a permanent foundation to be placed beneath the house to keep it from shifting with the permafrost and to prevent the bottom logs from rotting. This foundation would be a concrete grade beam on pilings with a wood framed floor. It would include an excavation of a 16 inch deep trench around the perimeter, drilling and pouring concrete pilings, framing wood floor, and back filling against a two inch concrete grade with slight slope away from building. This will ensure that water runs away from the foundation which will help to ensure the long-term preservation of this structure.

The second phase would involve moving the building from its home on the Allen/Large property at Baldonnel to the Fort St. John North Peace Museum.

The third phase would involve restoring the building and creating exhibits and signs for the building. This phase would take place once funds become available but use of the building (from the outside) in interpretation and education could commence once Phase II was completed. Funds for the exhibit development would come out of the museum's operational budget and fundraising initiatives.



Ken Boon temporarily stabilizes the roof to prevent further leaks.

Currently we are at the beginning of this three phase project. The North Peace Historical Society decided to accept the building Ruth (Allen) Large donated in late February 2015. Since then board members and staff have been working to get cost estimates for the first two phases. We had applied for other sources of funding but have not been successful thus far. This house would become a permanent exhibit that would be open May through September. The Fort St. John North Peace Museum is open year round but the inside of our historic buildings are only fully accessible to visitors in the warmer months. The outside of the building and interpretive sign(s) placed outside the building will be visible year-round though a trek through deep snow may be involved!



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Website: www.fsjmuseum.com

Allen Homestead House Project Budget for Phases I - II

Foundation - Becky's Builder Construction

Concrete Grade Beam on Pilings and Wood Framed Floor - includes excavation of 16: trench around perimeter, drilling and pouring of concrete pilings, framing of wood floor, back filling against 2' concrete grade with slight slope away from building	\$14,150.00
GST	\$707.50
Allowance for Additional Costs	\$124.50
TOTAL REQUESTED FROM PRRD FAIR SHARE	\$15,000.00

Moving Logistics - Bergen Building Moving

Jack up building, install cross steel and main steel - load onto dollies and transport to museum from underpass at Baldonnel - Have BC Hydro and Telus lift wires - set onto floor foundation when ready - includes pilot cars and permit	\$15,000.00
GST	\$750.00
Total (working on securing funding from other sources)	\$15,750.00
Entire Project Cost – Phases I & II	\$30,750.00



North Peace Historical Society & Fort St. John North Peace Museum

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Website: www.fsjmuseum.com

Project's Benefit to Community

The North Peace Historical Society and Fort St. John North Peace Museum are dedicated to preserving and protecting historical sites, local heritage, and artifacts. Many of the historic buildings that once dotted our landscape are quickly disappearing due to rot, fire, destruction, and disinterest in our past.

The long term preservation of the Allen Homestead House on the grounds at the Fort St. John North Peace Museum would help to protect the agricultural heritage of the North Peace Region of British Columbia. There are very few homestead houses of this age that are still in this good condition in this area. This house has an extremely well documented history and was a landmark on the Alaska Highway north of the Baldonnel underpass for years until it was moved off its original foundation to the back of the property.

This project will enhance the quality of life for people in rural communities by preserving their history. This house tells the story of a pioneer family in this area as well as the history of homesteading, agriculture, and rural life. The Allen house is also significant for its architecture with its log walls, square notched corners, unique roof structure, and built-in cupboards. This homestead house will be used to educate residents and visitors about homesteading in the North Peace. By being able to walk into a fully restored homestead house set up to represent the 1920s-1940s, visitors will be able to more easily identify with the challenges that homesteaders faced such as lack of electricity and running water. The restoration of this building will create a sense of pride in our rural heritage and foster a spirit of learning, community, and belonging.

We are thankful for past PRRD Fair Share Funds which have allowed us to develop interpretive signs for the 100th Street Lookout and post historic site signs indicating the location of the Old Fort Cemetery. We hope that the Directors of the Peace River Regional District will find this homestead project to preserve our heritage worthy of their consideration. We would be happy to answer any questions you have about this project.

Sincerely,

Heather Sjoblom
Museum Manager/Curator
Fort St. John North Peace Museum



North Peace Historical Society & Fort St. John North Peace Museum

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E-mail: fsjnpmuseum@fsjmail.com

Website: www.fsjmuseum.com

North Peace Historical Society Resolution – September 30, 2015

Motion by Evelyn Sim: The North Peace Historical Society resolves to apply to PRRD Fair Share Funds for \$15,000.00 to build a concrete foundation in preparation for moving the Allen Homestead House. Seconded by Lynne Holland. Carried.

The following board members were contacted:

Evelyn Sim

Lynne Holland

Larry Evans

Fred Jarvis

Bruce Christensen

Ken Boon

Arlene Boon

Joan Patterson

Judy Hawthorne

George Barber

Zylpha Alexander

Matt Preprost

Edna Yaegar

All replied in the affirmative. Two could not be reached.

NORTH PEACE HISTORICAL SOCIETY

FINANCIAL STATEMENTS

GENERAL ACCOUNT
EXPANSION ACCOUNT
ENDOWMENT ACCOUNT
MUSEUM GIFT SHOP ACCOUNT
MUSEUM ACCOUNT
GAMING ACCOUNT
N.W.M.P TRAIL PROJECT

CONSOLIDATED STATEMENT OF FINANCIAL POSITION

FOR THE YEAR ENDED DECEMBER 31, 2014

Unaudited - See Notice to Reader

NOTICE TO READER

On the basis of information provided by management, we have compiled the statement of financial position and statements of receipts and disbursements for the North Peace Historical Society for the General, Museum, Expansion, Endowment, Gaming, Museum Gift Shop and the N.W.M.P Trail Project accounts for the year ended December 31, 2014. We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon. Readers are cautioned that these financial statements may not be suitable for their purposes.

Fort St. John, B.C.
February 25, 2015

MNP LLP
Chartered Accountants

NORTH PEACE HISTORICAL SOCIETY

GENERAL ACCOUNT

Schedule of Receipts and Disbursements
For the Year Ended December 31, 2014

[Unaudited - See Notice to Reader]

	<u>2014</u>	<u>2013</u>
Receipts		
Annual general meeting	\$ 2,010.00	\$ 2,754.00
Interest earned	6.86	3.94
Memberships	422.88	392.30
Transfer from Museum Gift Shop	800.00	-
	<u>3,239.74</u>	<u>3,150.24</u>
Disbursements		
Annual general meeting	2,140.00	2,470.00
Bank charges	0.00	25.00
Harmonized sales tax expense	38.81	289.38
Association dues and memberships	416.47	476.59
Society fee	25.00	25.00
	<u>2,620.28</u>	<u>3,285.97</u>
Excess (deficiency) of receipts over disbursements	619.46	(135.73)
Equity - beginning of year	<u>1,083.98</u>	<u>1,219.71</u>
Equity - end of year	<u><u>1,703.44</u></u>	<u><u>1,083.98</u></u>
<u>EQUITY REPRESENTED BY:</u>		
Chequing Account	1,641.12	1,021.66
Shares	<u>62.32</u>	<u>62.32</u>
	<u><u>\$ 1,703.44</u></u>	<u><u>\$ 1,083.98</u></u>

NORTH PEACE HISTORICAL SOCIETY

EXPANSION ACCOUNT

Schedule of Receipts and Disbursements
For the Year Ended December 31, 2014

[Unaudited - See Notice to Reader]

	<u>2014</u>	<u>2013</u>
Receipts		
Donations		
General donations	\$ 11,000.00	\$ 10,980.00
Interest and dividends earned	142.12	93.69
Grant revenue	34,272.50	-
	<u>45,414.62</u>	<u>11,073.69</u>
Disbursements		
Purchase of capital assets	<u>9,317.51</u>	<u>-</u>
Excess of receipts over disbursements	36,097.11	11,073.69
Equity - beginning of year	<u>45,070.25</u>	<u>33,996.56</u>
Equity - end of year	<u><u>81,167.36</u></u>	<u><u>45,070.25</u></u>
<u>EQUITY REPRESENTED BY:</u>		
Chequing Account	81,105.04	45,007.93
Shares	<u>62.32</u>	<u>62.32</u>
	<u><u>\$ 81,167.36</u></u>	<u><u>\$ 45,070.25</u></u>

NORTH PEACE HISTORICAL SOCIETY

ENDOWMENT ACCOUNT

Schedule of Receipts and Disbursements
For the Year Ended December 31, 2014

[Unaudited - See Notice to Reader]

	<u>2014</u>	<u>2013</u>
Receipts		
Memberships	\$ 95.24	\$ 183.22
Interest and dividends earned	134.77	139.33
Excess of receipts over disbursements	230.01	322.55
Equity - beginning of year	12,001.46	11,678.91
Equity - end of year	12,231.47	12,001.46
<u>EQUITY REPRESENTED BY:</u>		
Chequing Account	732.00	632.77
Savings Account	11,443.80	11,313.02
Shares	55.67	55.67
	\$ 12,231.47	\$ 12,001.46

NORTH PEACE HISTORICAL SOCIETY

MUSEUM GIFT SHOP ACCOUNT

Schedule of Receipts and Disbursements
For the Year Ended December 31, 2014

[Unaudited - See Notice to Reader]

	<u>2014</u>	<u>2013</u>
Receipts		
Sales	\$ 46,959.06	\$ 41,325.99
Cost of Sales	31,139.59	11,636.67
Gross Margin	15,819.47	29,689.32
Interest and dividends earned	70.89	111.26
	<u>15,890.36</u>	<u>29,800.58</u>
Disbursements		
Bank charges	1,481.38	1,284.48
Goods and services tax expense	932.51	631.71
Supplies	34.98	50.40
Rent	9,600.00	9,600.00
Transfer to Museum	10,000.00	17,022.33
	<u>22,048.87</u>	<u>28,588.92</u>
Excess (deficiency) of receipts over disbursements	(6,158.51)	1,211.66
Equity - beginning of year	<u>142,413.94</u>	<u>141,202.28</u>
Equity - end of year	<u><u>136,255.43</u></u>	<u><u>142,413.94</u></u>
<u>EQUITY REPRESENTED BY:</u>		
Chequing account	31,389.87	36,467.87
Shares	62.32	62.32
Total Cash	<u>31,452.19</u>	<u>36,530.19</u>
Inventory	<u>104,803.24</u>	<u>105,883.75</u>
	<u><u>\$ 136,255.43</u></u>	<u><u>\$ 142,413.94</u></u>

NORTH PEACE HISTORICAL SOCIETY

MUSEUM ACCOUNT

Schedule of Receipts and Disbursements
For the Year Ended December 31, 2014

[Unaudited - See Notice to Reader]

	<u>2014</u>	<u>2013</u>
Receipts		
Grants:		
City of Fort St. John	\$ 10,250.00	\$ 10,000.00
Government of Canada - Exhibit Circulation Fund	3,290.00	-
Peace River Liard Regional District	36,841.54	26,689.70
Summer Student	10,377.26	10,440.31
Corporate memberships	4,500.00	2,500.00
Donations	12,418.62	5,480.81
Rental income	9,600.00	9,600.00
Fund raising projects	10,490.57	10,268.98
Admissions	9,845.13	7,638.78
Sales of photographs, archive copies and sundries	350.43	752.83
Interest and dividends earned	47.69	37.74
Net recovery of Harmonized Sales Tax	396.82	3,185.76
Transfer from Gaming	8,209.83	10,219.41
Transfer from Museum Gift Shop	10,000.00	17,022.33
	<u>126,617.89</u>	<u>113,836.65</u>
Disbursements (see Schedule)	<u>124,118.80</u>	<u>106,254.11</u>
Excess of receipts over disbursements	2,499.09	7,582.54
Equity - beginning of year	<u>16,077.82</u>	<u>8,495.28</u>
Equity - end of year	<u><u>18,576.91</u></u>	<u><u>16,077.82</u></u>
<u>EQUITY REPRESENTED BY:</u>		
Chequing Account	18,514.59	16,015.50
Shares	62.32	62.32
	<u><u>\$ 18,576.91</u></u>	<u><u>\$ 16,077.82</u></u>

NORTH PEACE HISTORICAL SOCIETY

MUSEUM ACCOUNT

Schedule of Disbursements
For the Year Ended December 31, 2014

[Unaudited - See Notice to Reader]

	<u>2014</u>	<u>2013</u>
Bank charges	\$ 12.95	\$ -
Exhibit costs	8,219.68	11,396.92
Harmonized sales tax expense	673.56	-
Insurance	3,300.00	2,840.00
Office and sundry	2,628.22	3,776.89
Operating supplies	503.42	2,560.27
Promotion and advertising	2,906.56	13,773.33
Purchase of capital assets	27,615.00	1,954.83
Repairs, maintenance, alarm, and tools	5,750.70	4,715.99
Telephone	872.88	1,170.32
Transfer to General	800.00	-
Utilities	14,781.04	8,830.21
Wages	56,054.79	55,235.35
	<u>\$ 124,118.80</u>	<u>\$ 106,254.11</u>

NORTH PEACE HISTORICAL SOCIETY

GAMING ACCOUNT

Schedule of Receipts and Disbursements

For the Year Ended December 31, 2014

[Unaudited - See Notice to Reader]

	<u>2014</u>	<u>2013</u>
Receipts		
Community Gaming Grant	\$ 8,500.00	\$ 10,000.00
Mega Lottery	-	3,598.00
Goods and service tax rebate	110.43	502.26
Interest and dividends earned	10.54	12.00
Transfer from Museum	-	260.58
	<u>8,620.97</u>	<u>14,372.84</u>
Disbursements		
Office expenses	-	149.48
Transfer to Museum	<u>8,209.83</u>	<u>10,479.99</u>
Excess of receipts over disbursements	<u>411.14</u>	<u>3,743.37</u>
Equity - beginning of year	<u>3,799.40</u>	<u>56.03</u>
Equity - end of year	<u><u>4,210.54</u></u>	<u><u>3,799.40</u></u>
<u>EQUITY REPRESENTED BY:</u>		
Chequing Account	4,159.12	3,747.98
Shares	<u>51.42</u>	<u>51.42</u>
	<u><u>\$ 4,210.54</u></u>	<u><u>\$ 3,799.40</u></u>

NORTH PEACE HISTORICAL SOCIETY

N.W.M.P TRAIL PROJECT ACCOUNT

Schedule of Receipts and Disbursements

For the Year Ended December 31, 2014

[Unaudited - See Notice to Reader]

	<u>2014</u>	<u>2013</u>
Receipts		
Interest and dividends earned	\$ 11.45	\$ 10.97
Equity - beginning of year	4,141.83	4,130.86
Equity - end of year	<u>4,153.28</u>	<u>4,141.83</u>
 <u>EQUITY REPRESENTED BY:</u>		
Chequing Account	4,124.33	4,112.88
Shares	28.95	28.95
	<u>\$ 4,153.28</u>	<u>\$ 4,141.83</u>

NORTH PEACE HISTORICAL SOCIETY
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
For the Year Ended December 31, 2014

[Unaudited - See Notice to Reader]

ASSETS

	<u>2014</u>	<u>2013</u>
CASH		
NPSCU - Chequing Accounts	\$ 141,666.07	\$ 107,006.59
NPSCU - Savings Accounts	11,443.80	11,313.02
NPSCU - Shares	385.32	385.32
	153,495.19	118,704.93
INVENTORY - GIFT SHOP	104,803.24	105,883.75
CAPITAL ASSETS	886,258.62	849,326.11
	\$ 1,144,557.05	\$ 1,073,914.79

EQUITY

EQUITY OF THE SOCIETY		
General	\$ 1,703.44	\$ 1,083.98
Museum	18,576.91	16,077.82
Expansion	81,167.36	45,070.25
Endowment	12,231.47	12,001.46
Gaming	4,210.54	3,799.40
Museum Gift Shop	136,255.43	142,413.94
N.W.M.P Trail Project	4,153.28	4,141.83
Invested in capital assets	886,258.62	849,326.11
	\$ 1,144,557.05	\$ 1,073,914.79



Grant Request Application Form

C-2

Society Number:

Library Act Association

Date:

November 26th, 2015

Community Club or Group Name:

Chetwynd Public Library Association

Mailing Address:

Box 1420, Chetwynd BC V0C 1J0

Mailing Address

Town/City

Postal Code

5012 46th Street, Chetwynd BC

Civic Address or Legal Description of Property

Contact Person:

Ana Peasgood

Alternate:

Brenda Lukey

Position:

Library Director

Position:

Assistant Manager

Phone Number:

250-788-2559

Phone:

250-788-2559

Fax Number:

250-788-2186

Fax:

250-788-2186

Email:

apeasgood@chetwynd.bclibrary.ca

Email:

blukey@chetwynd.bclibrary.ca

Club Executives:

Project Costs:

President:

Margaret Movold

Total Cost of Project:

\$266,230

Vice President:

Liz Dobb

Amount Requested:

\$100,000

Treasurer:

Ruth LaGreca

Describe the project for which your organization is requesting a grant:

Complete facade renovation of the Chetwynd Public Library. The current building is dated, does not look like a cohesive building due to many additions and is in need of repair. The propose plan will give a much needed facelift to this prominent and well used public facility. It will also help extend the lifespan of the building as parts of the current facade are in need of repair. We hope that the exterior renovation will give a sense of pride to our users and it will better reflect the many services and programs we offer our area.

Attachments Required:

- a) Project budget, including all sources of funding
- b) Year-end financial statements
- c) Current financial report including bank balances, investments, term deposits, etc.
- d) Copy of the Society Resolution requesting this grant

A. Peasgood

Signature of Applicant

Date

Nov 26/2015

For Office Use Only

Fair Share: B ☐ C ☐ D ☐ E ☐	
BCR: B ☐ C ☐ D ☐ E ☐	
Gas Tax:	
Other:	

Budget for Chetwynd Library

In Hardi

Oct.10.15

section	item	quantity/unit	unit price	amount	subtotal
Demolition					
100.01	siding	1	allowance	10,000	
100.02	dumpster	3 months	500	1500	
100.03	lanfill costs	5 loads	400	2000	
Construction					
13,500					
200.01	hardie		15,000	15,000	
200.02	strap building		10,000	10,000	
200.03	air barrier		5,000	5,000	
200.04	flashing		2500	2500	
200.05	cap flashing		4500	4500	
200.06	torch repairs		6500	6500	
200.07	stone	664 SQFT	\$43.50 SQFT	\$28,884	
200.08	glulam beams large	3	2000	6,000	
200.09	glulam beams small	4	1000	4000	
200.1	roof repair	1	1300	1300	
200.11	Replace two windows	allowance	5,000	5,000	
200.12	Two new windows	allowance	5,000	5,000	
200.13	construction fence rental	5 months	550	2,750	
Signage					
96,434					
300.01	Chetwynd Public Library	2	3000	6000	
300.02	Bistro at the Library	1	1500	1500	
300.03	no smoking sign	3	50	150	
300.04	contract for social media	1	10,000	10,000	
Electrical					
17650					
500.01	gooseneck lights	9	300	2700	
500.02	wall sconces	10	300	3000	
500.04	electrical labour		15000	15000	
500.05	air conditioning	1	26000	26000	
Landscape					
46700					

700.01	concrete aggregate	12M	250	3000	
700.02	picnic bench	3	1250	3750	
700.03	shrubs	40	100	4000	
700.04	grass sod	1	allowance	5000	
700.05	retaining wall	400	2.5	1000	
700.06	boulders	18	150	2700	
700.07	bench	1	1000	1000	
700.08	garbage bins	2	750	1500	
700.09	labour	1	10,000	10,000	
City of Chetwynd					
800.01	Development Permit	1	250	250	
900.01	Travel & Hotel	allowance	20,000	20,000	
					20,000

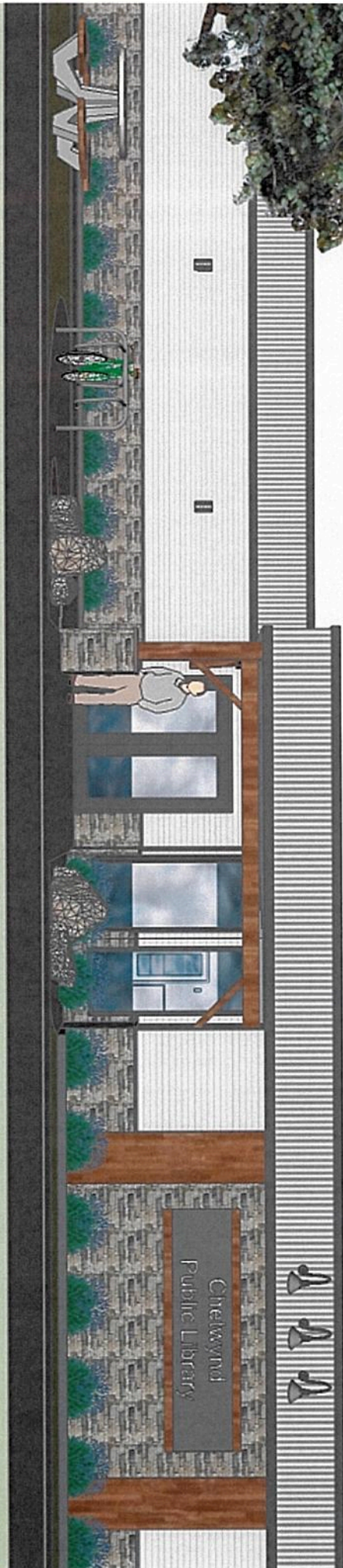
SUBTOTAL: 212,984
 10% contingency 21,298.40
 15% contractors profit 31,947.60
 TOTAL: 266,230.00

*Notes -
 300.4 - no social media -10,000
 500.05 - a/c finances moved to operating budget -26,000
 200.13 - Fencing - District of Chetwynd to give in kind - 2,750
 800.01 - Development Permit to be voided -250

\$39,000 can be
 reduced in costs.

\$100,000 to come from District of Chetwynd
 Remainder to come from CPL and/or other grants





CHETWYND PUBLIC LIBRARY

FINANCIAL STATEMENTS

(UNAUDITED)

Review Engagement Report	
Statement of Revenue and Expenditures	Statement 1
Statement of Changes in Net Assets	Statement 2
Statement of Financial Position	Statement 3
Statement of Cash Flows	Statement 4
Notes to the Financial Statements	

Guerreiro & Associates
Certified General Accountant

REVIEW ENGAGEMENT REPORT

To the Directors of the
Chetwynd Public Library

I have reviewed the statement of financial position of the Chetwynd Public Library as at December 31, 2014 and the statements of revenue and expenditures, changes in net assets, and cash flows for the year then ended. My review was made in accordance with generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures, and discussion of information supplied to me by the library management.

A review does not constitute an audit and consequently I do not express an audit opinion on these financial statements.

Based on my review, nothing has come to my attention that causes me to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.



Guerreiro & Associates
Certified General Accountant

Delta, British Columbia
February 23, 2015

CHETWYND PUBLIC LIBRARY
STATEMENT OF REVENUE AND EXPENDITURES
(UNAUDITED - SEE REVIEW ENGAGEMENT REPORT)
For the year ended December 31, 2014

STATEMENT 1

	2014	2013
REVENUE		
Grants and Program Funding (Note 3)	\$ 601,503	\$ 631,289
Fundraising	38,352	44,901
Photocopies	3,428	4,019
Interest and miscellaneous	2,396	4,632
Rentals	1,007	707
Overdue and damaged book fees	812	900
Book sales	289	430
Donations	110	-
	647,897	686,878
EXPENDITURES		
Wages and benefits	318,006	334,465
Program supplies	94,677	53,343
Capital expenditures	60,068	61,557
Books	30,786	33,434
Technical support	24,847	13,033
Telephone and utilities	18,221	18,975
Fundraising costs	17,427	18,505
Janitorial	16,618	821
Repairs and maintenance	9,746	6,197
Office expenses	6,161	4,233
Professional fees	3,825	3,035
Photocopier	3,438	3,621
Advertising and promotion	2,522	1,404
Insurance	1,805	2,095
Postage and freight	1,602	1,369
Meals and gifts	1,431	804
Memberships	889	1,010
Travel and conference	844	6,901
Professional development	84	1,906
Book refunds	34	35
Bank charges	-	495
	613,031	567,238
	34,866	119,640
OTHER REVENUE		
Books 'N Bytes	8,766	7,468
EXCESS OF REVENUE OVER EXPENDITURES	\$ 43,632	\$ 127,108

December 17, 2015

The accompanying notes are an integral part of these financial statements.

CHETWYND PUBLIC LIBRARY
STATEMENT OF CHANGES IN NET ASSETS
(UNAUDITED - SEE REVIEW ENGAGEMENT REPORT)
For the year ended December 31, 2014

STATEMENT 2

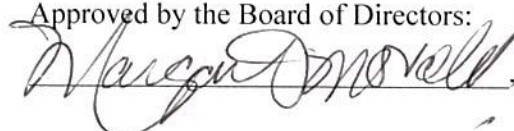
	2014	2013
NET ASSETS, beginning of year	\$ 1,752,642	\$ 1,558,669
Excess of revenue over expenditures for the year	43,632	127,108
	1,796,274	1,685,777
Investment in capital assets	60,331	66,865
NET ASSETS, end of year	\$ 1,856,605	\$ 1,752,642

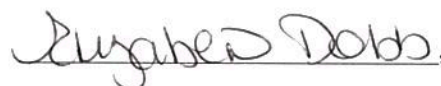
CHETWYND PUBLIC LIBRARY
STATEMENT OF FINANCIAL POSITION
(UNAUDITED - SEE REVIEW ENGAGEMENT REPORT)
December 31, 2014

STATEMENT 3

	2014	2013
ASSETS		
CURRENT		
Cash and bank	\$ 648,747	\$ 616,233
Term deposits	16,049	15,922
Accounts receivable	-	400
Prepaid expenses	6,980	5,732
Government agencies refundable	4,551	7,543
	676,327	645,830
PROPERTY, PLANT & EQUIPMENT (Notes 1 & 2)	1,203,441	1,143,110
	\$ 1,879,768	\$ 1,788,940
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities	\$ 17,194	\$ 30,854
Payroll liabilities	5,970	5,445
	23,164	36,299
NET ASSETS		
INVESTMENT IN CAPITAL ASSETS	1,203,441	1,143,110
RESTRICTED NET ASSETS	172,151	129,902
UNRESTRICTED NET ASSETS	481,012	479,629
	1,856,604	1,752,641
	\$ 1,879,768	\$ 1,788,940

Approved by the Board of Directors:

 , Director

 , Director

CHETWYND PUBLIC LIBRARY
STATEMENT OF CASH FLOWS
(UNAUDITED - SEE REVIEW ENGAGEMENT REPORT)
For the year ended December 31, 2014

STATEMENT 4

	2014	2013
OPERATING ACTIVITIES		
Excess of revenue over expenditures for the year	\$ 43,632	\$ 127,108
Capital assets purchased from operations	60,325	61,556
	103,957	188,664
Change in non-cash operating working capital		
Accounts receivable	400	(400)
Prepaid expenses	(1,248)	(4,410)
Accounts payable	(13,655)	18,261
Payroll liabilities	525	404
Government agencies payable	2,993	1,615
	92,972	204,134
INVESTING ACTIVITIES		
Purchase of property, plant & equipment:		
- Computer hardware	(13,036)	(49,818)
- Furniture & equipment	(12,652)	(17,046)
- Leasehold improvements	(34,643)	5,308
	(60,331)	(61,556)
INCREASE IN CASH	32,641	142,578
CASH, beginning of year	632,155	489,577
CASH, end of year	\$ 664,796	\$ 632,155
Represented by:		
Cash	\$ 648,747	\$ 616,233
Term deposits	16,049	15,922
	\$ 664,796	\$ 632,155

CHETWYND PUBLIC LIBRARY
NOTES TO THE FINANCIAL STATEMENTS
(UNAUDITED - SEE REVIEW ENGAGEMENT REPORT)
December 31, 2014

The Chetwynd Public Library is a local organization which operates programs and provides library services to the District of Chetwynd. The Chetwynd Public Library is governed under the *Libraries Act* of British Columbia as a not-for-profit organization and is a registered charity under the *Income Tax Act*.

1. SIGNIFICANT ACCOUNTING POLICIES

- a) Property, plant & equipment are recorded at cost. Donated assets are recorded at fair value.

2. PROPERTY, PLANT & EQUIPMENT

	2014		2013	
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Computer hardware	\$ 224,654	\$ -	\$ 224,654	\$ 211,618
Furniture and equipment	180,547	-	180,547	167,895
Leasehold improvements	798,240	-	798,240	763,597
	\$ 1,203,441	\$ -	\$ 1,203,441	\$ 1,143,110

CHETWYND PUBLIC LIBRARY
NOTES TO THE FINANCIAL STATEMENTS
(UNAUDITED - SEE REVIEW ENGAGEMENT REPORT)
December 31, 2014

3. GRANTS AND PROGRAM FUNDING

Grants and Program Funding consists of the following:

	2014	2013
Province of British Columbia:		
- Book grant	\$ 17,635	\$ 17,238
- Welcoming Communities	972	63,650
- Family Resources	16,800	14,000
- Equity grant	9,680	9,680
- One Card grant	7,400	7,400
- Learners and Leaders	-	11,941
- Youth	-	933
- Library Loan Rebate	946	773
Peace River Regional District		
- Operating grant	458,625	424,972
- Children First	5,700	5,650
Government of Canada		
- Summer student grant	3,084	-
Technology grant	-	1,420
Literacy Program	14,418	18,132
English as a Second Language	66,243	55,500
	\$ 601,503	\$ 631,289

Chetwynd Public Library Proposed Operating Budget 2015

G/L	Revenue	2015 Budget	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	YTD Total	Remaining Budget
4010	Miscellaneous Revenue - DO NOT USE	\$500.00													\$0.00	\$500.00
4020	Peace River Regional District	\$467,317.36	\$38,700.75	\$38,700.75	\$38,700.75	\$39,023.90	\$39,023.90	\$78,047.80		\$39,023.90	\$39,023.90	\$39,023.90			\$389,269.55	\$78,047.81
4030	Project Revenue	\$15,000.00				\$20,605.00	\$11,778.80	\$155.00			\$500.00				\$33,038.80	-\$18,038.80
4040	Equipment Rental Income	\$500.00						\$25.00							\$25.00	\$475.00
4060	Multipurpose Room Rental			\$125.00	\$325.00	\$60.00	\$165.00			\$85.00		\$195.00			\$955.00	-\$955.00
4065	CALP - Comm. Adult Learners Program									\$8,999.00		\$1,000.00			\$9,999.00	-\$9,999.00
4070	Literacy Project Funds	\$3,000.00													\$0.00	\$3,000.00
4071	Young @ Heart							\$1,292.04				\$2,000.00			\$3,292.04	-\$3,292.04
4072	Hello Babies			\$1,046.00											\$1,046.00	-\$1,046.00
4074	Bug in a Rug														\$0.00	
4080	N.E.L.F. Travel														\$0.00	
4200	Book Sales	\$500.00	\$31.50	\$59.60	\$54.55	\$17.25	\$27.00	\$18.25	\$15.50	\$14.55	\$9.85	\$19.00			\$267.05	\$232.95
4215	Bad Art											\$600.00			\$600.00	-\$600.00
4220	Sales Returns														\$0.00	
4230	ESL - English Second Language				\$16,618.00	\$633.26		\$2,500.00							\$19,751.26	-\$19,751.26
4235	CIC/ESL					\$308.00					\$2,500.00				\$2,808.00	-\$2,808.00
4240	Early Payment Discount Sales														\$0.00	
4245	BC/CIC Top Up														\$0.00	
4250	Literacy Outreach (2010) Decoda		\$2,886.00			\$7,886.00									\$10,772.00	-\$10,772.00
4255	Learners & Leaders														\$0.00	
4256	Welcoming Communities														\$0.00	
4260	French Collection														\$0.00	
4270	Imagination Library		\$1,542.00												\$1,542.00	-\$1,542.00
4280	Chet. Family Resource Center	\$5,000.00		\$2,500.00		\$2,500.00				\$2,500.00		\$2,500.00			\$10,000.00	-\$5,000.00
4285	Exploring Arts Program						\$1,018.00					\$526.00			\$1,544.00	-\$1,544.00
4300	Province of BC Operating Grant	\$16,000.00			\$16,963.00										\$16,963.00	-\$963.00
4310	Technology Grant														\$0.00	
4320	Summer Student Grant							\$3,000.00							\$3,000.00	-\$3,000.00
4330	Youth & BC Grants														\$0.00	
4350	Miscellaneous Grants														\$0.00	
4360	Province of BC Equity Grants	\$9,000.00			\$9,680.00										\$9,680.00	-\$680.00
4370	BC One Card Grant	\$7,400.00			\$7,400.00										\$7,400.00	
4380	CAPP Grant														\$0.00	
4390	Law Grant														\$0.00	
4410	Lost and Damaged Books	\$200.00	\$10.00	\$34.95	\$48.95		\$17.00	\$5.00	\$34.95	\$30.00	\$14.00	\$5.00			\$199.85	\$0.15
4420	Donations														\$0.00	
4425	Overdue Fees	\$500.00	\$39.30	\$26.60	\$59.80	\$22.40	\$42.20	\$26.85	\$3.85	\$44.20	\$18.80	\$22.65			\$306.65	\$193.35

December 17, 2015

[illegible]

G/L	Expenses - Programs	2015 Budget	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	YTD Total	Remaining Budget
5010	Unreserved Net Asset														\$0.00	\$0.00
5020	Capital Expenditures (Interior Work)	\$20,000.00	\$102.23	\$1,044.99		\$75.95	\$1,476.67		\$412.50		\$1,044.49	\$1,261.55			\$5,418.38	\$14,581.62
5030	Literacy Project	\$56,407.71	\$348.00	\$10.00			\$100.00		\$253.40	\$364.00	\$10.00	\$10.00			\$1,095.40	\$55,312.31
5040	English Second Language	\$50,887.00	\$3,223.25	\$4,070.51	\$4,453.03	\$2,875.00	\$257.38			\$614.00					\$15,493.17	\$35,393.83
5050	Literacy Outreach	\$13,222.00	\$150.00	\$175.00	\$100.00	\$200.00	\$2,875.00				\$190.88	\$60.51			\$3,751.39	\$9,470.61
5060	French Collection														\$0.00	\$0.00
5065	CALP - Comm. Adult Learners Program	\$9,999.00									\$853.45	\$3,569.70			\$4,423.15	\$5,575.85
5070	Imagination Library	\$73,594.00	\$1,764.01	\$856.74	\$844.34	\$788.50	\$813.45		\$1,590.79	\$630.69	\$566.56	\$563.24			\$8,418.32	\$65,175.68
5071	Young @ Heart	\$10,570.00	\$20.00	\$159.45	\$99.79	\$49.00	\$183.64								\$511.88	\$10,058.12
5072	Baby Welcome Party	\$2,734.00		\$806.94	\$258.92			\$357.00							\$1,422.86	\$1,311.14
5080	Chetwynd Resource Corner	\$36,519.00	\$3,872.78	\$120.16		\$871.62	\$147.78		\$202.61	\$13.15					\$5,228.10	\$31,290.90
5200	Books - Processing	\$47,098.46	\$38.29	\$890.90	\$142.54	\$20.79	\$51.38	\$313.66	\$560.31	\$155.30	\$82.45	\$105.53			\$2,361.15	
5201	Books - Refunds		\$16.95												\$16.95	
5202	Books - PBCK - YAD										\$80.33				\$80.33	
5203	Books - Hardcover - Adult - Fiction		\$565.55	\$478.10	\$421.07	\$230.77	\$568.75	\$1,230.48	\$396.59	\$576.60	\$966.49	\$1,054.13			\$6,488.53	
5204	Books - Adult - Non Fiction		\$514.22	\$321.97	\$552.91	\$342.50	\$960.07	\$376.40	\$420.80	\$171.98	\$962.61	\$869.27			\$5,492.73	
5205	Books - Juvenile - Non Fiction		\$45.86		\$21.34	\$21.21		\$9.09	\$12.22	\$460.10	\$138.13	\$179.52			\$887.47	
5206	Online Databases			\$240.74	\$288.90	\$200.78			\$424.46			\$486.39			\$1,641.27	
5207	Books - Easy Read		\$26.51					\$31.76	\$27.84	\$81.53	\$85.92	\$275.42			\$528.98	
5208	Magazines		\$171.40	\$72.93	\$258.00	\$396.00		\$34.00	\$148.71	\$22.94		\$2,276.54			\$3,380.52	
5209	Miscellaneous							\$30.00							\$30.00	
5211	Books - Paperback - Juvenile		\$167.90	\$66.10	\$33.70	\$170.71	\$281.59	\$115.06	\$168.47	\$315.73	\$400.90	\$189.10			\$1,909.26	
5212	Books - Paperback - Adult		\$80.44	\$67.51	\$70.56	\$71.11	\$73.70	\$68.15	\$69.47	\$68.82	\$379.69	\$114.47			\$1,063.92	
5213	Books - Reference			\$545.60	\$56.40	-\$90.00	\$91.67		\$341.36	\$158.80	\$448.79				\$1,552.62	
5214	Books - Hardcover - Juvenile - Fiction				\$9.09	\$5.19			\$14.93	\$25.97	\$234.56	\$155.09			\$444.83	
5215	Books - Audio					\$31.72	\$142.89	\$138.89	\$58.81	\$103.02	\$179.58	\$271.23			\$926.14	
5216	Books - Video DVD														\$0.00	\$20,293.76
5810	Program Supplies	\$3,000.00		\$13.94	\$101.10					\$20.93	\$506.16	\$124.84			\$766.97	\$2,233.03
5811	iREAD	\$7,830.00		\$27.55						\$134.71	\$45.10	\$32.78			\$240.14	\$7,589.86
5812	Welcoming Communities														\$0.00	\$0.00
5814	Program Supplies - Food	\$3,137.00	\$103.76	\$329.93	\$68.21	\$162.71	\$55.86		\$35.72	\$16.02	-\$0.77	\$144.08			\$915.52	\$2,221.48
5815	Bad Art Supplies	\$811.00	\$75.17	\$47.66	\$28.47	\$29.53	\$24.62				\$350.63	\$82.45			\$638.53	\$172.47
5816	Program Supplies - Pre-School	\$900.00	\$54.83			\$32.10				\$63.06	\$461.49				\$611.48	\$288.52
5820	Program Supplies - After School	\$500.00										\$87.48			\$87.48	\$412.52
5825	Exploring Arts Program	\$1,251.00	\$14.86		\$238.37	\$283.00					\$81.23	\$227.52			\$844.98	\$406.02
	Program Expense Total	\$338,460.17	\$11,356.01	\$10,346.72	\$8,046.74	\$6,768.19	\$8,104.45	\$2,704.49	\$5,138.99	\$3,997.35	\$8,068.67	\$12,140.84	\$0.00	\$0.00	\$76,672.45	\$261,787.72
								</								

G/L	Wages & Benefits	2015 Budget	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	YTD Total	Remaining Budget
	Employer Deductions (EI, CPP & WCB)	\$24,000.00	\$2,259.82	\$1,786.51	\$1,801.06	\$2,443.53	\$1,822.14	\$1,502.85	\$1,552.55	\$1,633.92	\$1,725.93	\$1,726.60			\$18,254.91	\$5,745.09
2240	Employer Pension Plan	\$24,700.00	\$1,905.94	\$1,905.94	\$1,905.94	\$2,055.17	\$1,943.24	\$1,943.24	\$1,943.24	\$1,987.00	\$2,515.64	\$2,532.83			\$20,638.18	\$4,061.82
5465	Car Allowance	\$2,000.00	\$169.85	\$169.85	\$169.85	\$169.85	\$169.85	\$169.85	\$169.85	\$811.05		\$41.67			\$2,041.67	-\$41.67
5467	Cell Phone Allowance											\$75.00			\$75.00	-\$75.00
5470	Medical Services Plan	\$5,000.00	\$391.50	\$391.50	\$391.50	\$391.50	\$391.50	\$391.50	\$391.50	\$391.50	\$391.50	\$391.50			\$3,915.00	\$1,085.00
5471	PAC Extended Health & Dental	\$10,000.00	\$629.37	\$629.37	\$629.37	\$629.37	\$629.37	\$629.37	\$629.37	\$629.37	\$629.37	\$729.48			\$6,393.81	\$3,606.19
5450	Librarian	\$57,356.13	\$4,779.68	\$4,779.68	\$4,779.68	\$4,779.68	\$4,779.68	\$4,779.68	\$4,779.68	\$4,779.68	\$4,779.68	\$4,779.68			\$47,796.80	\$9,559.33
5451	Assistant Librarian	\$44,616.15	\$3,613.23	\$3,613.23	\$3,613.23	\$4,032.36	\$3,718.01	\$3,718.01	\$3,718.01	\$3,718.01	\$3,718.01	\$3,762.21			\$37,224.31	\$7,391.84
5452	Clerk 1	\$39,966.39	\$3,236.67	\$3,236.67	\$3,236.67	\$3,612.12	\$3,330.53	\$3,330.53	\$3,330.53	\$3,330.53	\$3,330.53	\$3,374.73			\$33,349.51	\$6,616.88
5453	Clerk 11	\$37,991.21	\$3,076.71	\$3,076.71	\$3,076.71	\$3,433.60	\$3,165.93	\$3,165.93	\$3,165.93	\$3,165.93	\$3,165.93	\$3,210.13			\$31,703.51	\$6,287.70
5457	Junior Clerk 1	\$11,700.00	\$941.46	\$779.51	\$960.96	\$794.68	\$1,018.45	\$1,025.34	\$932.55	\$1,127.76	\$883.26	\$811.39			\$9,275.36	\$2,424.64
5458	Family Resource Center	\$21,403.20	\$1,768.00	\$1,768.00	\$1,840.80	\$2,310.94	\$2,534.58	\$2,022.60	\$1,786.31	\$2,928.82	\$748.80	\$477.36			\$18,186.21	\$3,216.99
5461	Junior Clerk 2	\$11,700.00	\$878.59	\$891.90	\$967.20	\$938.92	\$937.66	\$885.44	\$1,196.15	\$465.78	\$873.58	\$978.55			\$9,013.77	\$2,686.23
5463	Children's Coordinator	\$33,785.82	\$2,726.41	\$2,521.21	\$2,305.97	\$3,356.01	\$2,563.34	\$2,171.59	-\$169.85		\$2,173.60	\$2,270.03			\$19,918.31	\$13,867.51
5466	Welcoming Communities Coordinator	\$7,197.00	\$260.50	\$345.88		\$478.33									\$1,084.71	\$6,112.29
5455	Summer Students	\$5,000.00							\$2,950.58	\$2,227.88					\$5,178.46	-\$178.46
5445	Casual / Temp Wages	\$4,000.00													\$0.00	\$4,000.00
5454	Christmas Bonus	\$1,200.00													\$0.00	\$1,200.00
5459	Library Director										\$4,416.66	\$4,416.66			\$8,833.32	-\$8,833.32
5480	Pro-D Fay	\$500.00													\$0.00	\$500.00
5481	Pro-D Brenda	\$500.00										\$88.60			\$88.60	\$411.40
5482	Pro-D Val	\$500.00													\$0.00	\$500.00
5483	Pro-D Jocelyn	\$500.00									\$400.10				\$400.10	\$99.90
5484	Pro-D Melanie	\$500.00										\$175.00			\$175.00	\$325.00
5485	Pro-D Ana	\$500.00									\$202.20				\$202.20	\$297.80
	Wages & Benefits Expense Total	\$344,615.90	\$26,637.73	\$25,895.96	\$25,678.94	\$29,426.06	\$27,004.28	\$25,735.93	\$26,376.40	\$27,197.23	\$29,954.79	\$29,841.42	\$0.00	\$0.00	\$273,748.74	\$70,867.16

[illegible]



Chetwynd Public Library

Regular Board Meeting Minutes - Draft

November 25th, 2015 5:30pm

CALL TO ORDER: 5:30pm

Present: Liz Dobb, Hilde Kirschbaum, Rosa Enes, Sara Hoehn, Dana Bergan, Tanya Harmacek, Ana Peasgood, Dan Rose

Regrets: Margaret Movold, Rochelle Galbraith, Ruth LaGreca,

MINUTES OF THE LAST MEETING: Motion to accept the minutes from the September 28th, 2015 meeting. RE/HK MSC

IN CAMERA MEETING MINUTES: nil

CORRESPONDENCE: Thank you card from Fay Asleson

REPORTS:

Treasurer: Ana Peasgood presented on behalf of Ruth LaGreca, see attached.

Motion to accept the October 2015 financial report. DR/HK MSC

Library Director: Ana Peasgood, see attached.

District Council: absent

Peace River Regional District: Dan Rose – Budget time for PRRD, very busy time

North East Library Federation: Sara Hoehn – No meeting until the spring

Motion to accept all reports as presented. DB/RE MSC

OLD BUSINESS:

1. **HR Policy Update** – PNL is currently working on updating the obsolete policy. Process is working well. Draft copy will go to Ana to get feedback from staff and then come to the board for review.
2. **Staff & Board Christmas Party:** December 5th 3-5pm. Children and spouses welcome. See attached invitation.
3. **Cash Raffle Tickets:** Sales are slow but steady. Staff feels it may be time to do a different type of fundraiser for 2016. There are several cash raffles at this time of year.

NEW BUSINESS:

4. Adoption of the 2016 Budget

Motion to adopt the 2016 Budget as presented. DB/HK MSC

5. PRRD Grant for Exterior Renovation

Lengthy discussion regarding exterior renovation which was part of the strategic plan in 2013. Ideas brought up were value to the building, cost efficiencies and overall design. To move project forward board must pass resolution to apply for PRRD Fair Share funding which could match the \$100,000 approval from the District of Chetwynd. It was felt that more Board input was needed to ensure project would meet the criteria and concerns so a Renovation Committee will be created in January.

Motion to apply to the Peace River Regional District for funding towards the exterior renovation in the amount of \$100,000. HK/SH MSC

6. **Seniors Christmas Dinner: December 16th** 11:45-2:15pm Rosa & Margaret will volunteer at the library to allow all staff to be part of the dinner.

7. **Liz Dobb:** Last meeting on the CPL Board after 8 years. Liz was presented with two books from author Rosie Daykin as a token of appreciation for her dedication to the library.

ADJOURNMENT: 7:09pm

NEXT MEETING: AGM January 27th, 2016 @ 5:30pm

Regular Meeting, January 27th, 2016 @ 6:00pm

Willow Valley Cemetery Committee
c/o Judy Clavier
Box 255
Sunset Prairie, BC V0C 2J0

November 25, 2015

Mr. Dale Rose, Director
Peace River Regional District
Box 810
Dawson Creek, BC V1G 4H8

Mr. Rose:

Re: Willow Valley Cemetery

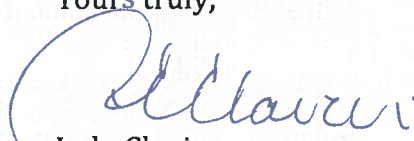
On behalf of the Cemetery Committee I extend our sincere appreciation for your support of our cemetery. Without the funds committed by yourself as our Director, and the Regional District, it would be impossible for us to retain the services of a maintenance person. We thank you.

Enclosed is an invoice for services for 2015. Please make the cheque payable to the Willow Valley Cemetery Committee and as I will be away **please mail it to Mary Felhauer @ General Delivery, Sunset Prairie BC, V0C 2J0.**

Should you require more information or if you have any questions you may contact me at 250-719-6394.
or by email – j.clavier@shaw.ca.

Once again, thank you for your ongoing support.

Yours truly,



Judy Clavier
Sec/Treas

December 17, 2015

December 3, 2015

Mr. Dan Rose

Peace River Regional District

Dawson Creek, B.C.



To: Dan Rose

On behalf of the Sunset Prairie Cemetery group I would like to take this opportunity to thank the Regional District for helping us look after our cemetery by providing the funds to pay a grounds keeper. This gave our group a helping hand as well as Brook Felhauer, the student we paid to do the job.

At this time we would also like to wish you and yours a Very Merry Christmas and all the Best in 2016!

Sincerely,

A handwritten signature in black ink, appearing to read "Shirley Smithard".

Shirley Smithard

Secretary/Treasurer



Peace River Regional District REPORT

To: Rural Budgets Administration Committee

From: Kim Frech, Chief Financial Officer

Date: 30 November 2015

Subject: PR Agreement Signing Bonus

RECOMMENDATION:

THAT the Rural Budgets Administration Committee add \$45,000 from the \$180,000 Peace River Agreement Signing Bonus to each of the 4 electoral area's "BC Rail" reserve funds and rename it to "BC Rail and PRA" reserve fund.

AND THAT the fund continue to be reported by separate electoral area.

BACKGROUND:

At the July 30th Rural Budgets Administration Committee meeting it was approved to divide equally the \$180,000 PR Agreement signing bonus between the four electoral areas. The motion also asked that a recommendation be brought back from staff regarding how these funds could be accessed.

My recommendation is based on the fact that there are several "pots" with criteria and policy attached with the exception being the BC Rail which has always been at the whim of the Electoral Area Director to fund "out of the ordinary" requests.

Since there are always unexpected good ideas that come forward that may seem different, but are beneficial to that area, then this fund would allow for flexibility.

STRATEGIC PLAN RELEVANCE: None

FINANCIAL CONSIDERATION(S): None

COMMUNICATIONS CONSIDERATION(S): None

OTHER CONSIDERATION(S): None

Staff Initials:

Dept. Head:

Kim Frech

CAO:

December 17, 2015



Peace River Regional District REPORT

To: Rural Budgets Administration Committee

Date: November 30, 2015

From: Jill Rickert, Community Services Coordinator

Subject: Youth Travel Request – Chetwynd Secondary Senior Girls Volleyball

RECOMMENDATION(S):

That the Rural Budgets Administration Committee (RBAC) approve the request for travel assistance from the Chetwynd Secondary School Senior Girls Volleyball Team in an amount to be determined by RBAC, in order for the team to participate in the BC High school Volleyball Championships that was held in Castlegar, BC on Dec. 2-5, 2015.

BACKGROUND/RATIONALE:

This request meets all criteria under the current Youth Travel Recreation and Cultural GIA policy. The majority of the players are rural residents, the competition is a provincial event for which the team had to qualify, and any assistance provided by the PRRD will go directly towards the cost of transportation to the event.

It should be noted that this event has already taken place prior to the RBAC meeting on Dec. 17, 2015; however, the request letter was received by the PRRD via email on November 26, 2015. It is also important to note that RBAC has previously approved funding post event under Youth Travel.

STRATEGIC PLAN RELEVANCE:

None

FINANCIAL CONSIDERATION(S):

The total budget for 2015 Youth Travel - Electoral Area E GIA is \$2,000. To date \$1,000 has been used to support the Chetwynd Midget Giants hockey team and the Chetwynd U16 Club Volleyball team in the amount of \$500.00 each. The current amount remaining available in the budget is \$1,000.

COMMUNICATIONS CONSIDERATION(S):

This request was received by email to the PRRD on November 26, 2015 and an email response was sent to the team to state the request would go forward to the RBAC for the December 17, 2015 scheduled meeting. Written correspondence will be sent to the team once a decision has been determined by RBAC.

OTHER CONSIDERATION(S):

Attachments: Request from Chetwynd Secondary Senior Girls Volleyball, Schedule E - Recreation and Cultural GIA Youth Travel policy

Staff Initials:

J. Rickert

Dept. Head:

J. Morgan

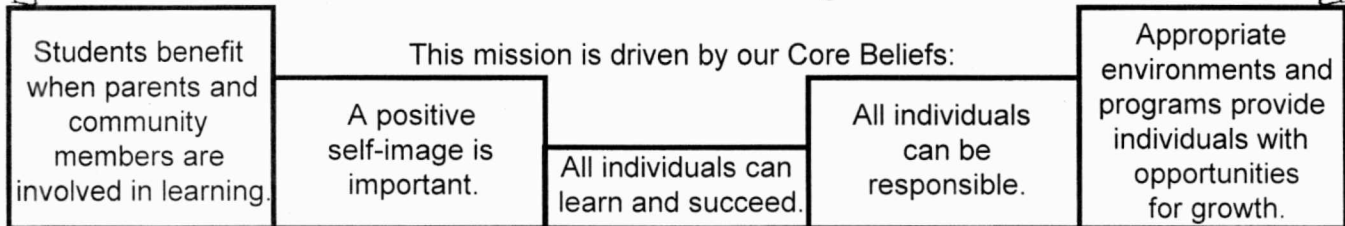
CAO:

Page 1 of 1

December 17, 2015



The mission of Chetwynd Secondary School is to provide the environments and programs that will enable each student to meet the challenges of the future.



Box 447 Chetwynd, BC V0C 1J0 (250) 788-2267, fax (250) 788-9729

Peace River Regional District
P.O. Box 810
1981 Alaska Avenue
Dawson Creek, B.C.
V1G 4H8

Attention: Director Electoral Area "E"

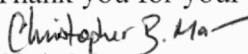
November 25, 2015

To: Peace River Regional District

On November 20/21, 2015, the Chetwynd Secondary School Girls Volleyball team represented Chetwynd at the North Central High School Zone Volleyball Playoffs in Hudson's Hope, B.C. The team did exceptionally well against some very talented athletes from the northern area and have won the right to attend the B.C. High School Sports Provincial Volleyball Championships in Castlegar, B.C. on December 2-5, 2015.

The Senior Girls Volleyball team, which consists of nine girls from grade 10-12 (six of these girls live in rural areas around Chetwynd); and coaches: Leah Drewbrook, Dani Gagne, and Sheila Neuls, were successful in winning the berth to the Provincials. They are truly excited for this wonderful opportunity to represent our school and our community at this high level competitive event.

We are writing this letter to request funding from the Peace River Regional District to help cover the travel costs for these young ladies attending this event. If the funding is available, a cheque can be made payable to the Chetwynd Secondary School and mailed to the address above. Should you need any further information, please contact Chris Mason, Principal; Leanne Roberston, Athletic Director; or Sheila Neuls, Teacher Sponsor at (w) 250-788-2267.

Thank you for your consideration,

Chris Mason
Principal


Leanne Robertson
C.S.S. Athletic Department Head

December 17, 2015

**Chetwynd Secondary School
Senior Girls Volleyball Team**

- i. Requesting financial aid to help with travel expenses to go to BC High School Sports Provincial Single A Senior Girls Volleyball Championships in Castlegar, BC, on December 2-5, 2015.
- ii. There will be 9 players, 2 coaches, and 1 bus driver
- iii. The following players will be travelling to this competition:

Name		9-1-1 Address
Courtney Auger	-	1679 Boucher Lake Rd. Moberly Lake, BC
Kelsey Drinkall	-	1135 Lone Prairie Rd. Chetwynd, BC
Sara Eddy	-	5684 Wabi Estates Chetwynd, BC
Kenna Fowler	-	4331 Curtis Rd. Chetwynd, BC
Tianna Llewellyn	-	2728 Sawchuk Rd Jackfish Lk
Reagan Neuls	-	6404 Hwy 97 S Chetwynd, BC
Brooke McMeekin	-	5125 40 th St Chetywnd, BC
Kelsey Hallaert	-	5317 Gerwin Rd Chetwynd, BC
Logan Richter	-	4716 44 th St Chetwynd, BC

The following coaches will be travelling with the players:

Sheila Neuls	-	6404 Hwy 97 S Chetwynd, BC
Leah Drewbrook	-	#402-5117 46 th Ave. Chetwynd, BC

- iv. We will be traveling by bus to the provincials and will need to pay for 5 nights hotel, entry fee, Performance Bond. We would be using funding to cover these costs. The costs are as follows:

Bus	\$7200
Accomodations	\$1725
Entry Fee	\$ 400
Performance Bond	<u>\$ 300</u>
	\$9625

- v. The names of the above players that live outside of the District of Chetwynd but live within Electoral Area E are as follows:

Courtney Auger , Kelsey Drinkall, Sara Eddy, Kenna Fowler, Tianna Llewellyn, Reagan Neuls



PEACE RIVER REGIONAL DISTRICT

Recreation and Cultural Grants-in-Aid

Schedule “E” – Youth Travel

1) Eligibility

- a) Youth travel grants may be provided to youth sports organizations or individual players who have won the right to compete at a provincial, national or international competition.

2) Application

- a) Organizations and/or players wishing to apply for youth travel grants must apply in writing to the Rural Budgets Administration Committee and must provide:
 - i. a description of the event;
 - ii. the number of players and coaches that will attend;
 - iii. the 9-1-1 addresses of the players and coaches that will attend;
 - iv. how the funds are to be spent;
 - v. the names of players that will be competing that reside in the electoral areas.

3) Funding Requirements

- a) Funding contributions may be provided for tournament/event fees, fuel, air/ferry travel and/or accommodations only.
- b) The Rural Budgets Administration Committee will make funds payable to the organization only.

4) Reporting

- a) Successful applicants must:
 - i. report back on the results of their competition;
 - ii. provide a photo for use by the Regional District; and
 - iii. describe how the funds were spent within 30 days of competition.



Peace River Regional District REPORT

To: Rural Budgets Administration Committee (RBAC)

From: Kim Frech, Chief Financial Officer

Date: 7 December 2015

Subject: Watershed Stewardship Program Grant

RECOMMENDATION:

THAT the Rural Budgets Administration Committee November 19th authorization of a five year grant of \$40,000 per year for a total of \$200,000 to the City of Dawson Creek for the Watershed Stewardship Program based on 25% from Area E and 75% from Area D come from the Peace River Agreement funds under "C" Rural Utilities.

BACKGROUND:

At the November 19, 2015 Rural Budgets Administration Committee meeting, RBAC approved the financial agreement in the above recommendation requesting confirmation which funding source would be used.

This question will be on-going for a couple of years until the Fair Share funds are used in full.

My recommendation is that grants and support for items that are well defined in the new Peace River Agreement and that are "good news" reporting types of grants, then the new Peace River Agreement should be used and leave the Fair Share grant funds remaining for future uncertainties.

This type of project is a "good news" type of joint program that would be great to report to the Province.

STRATEGIC PLAN RELEVANCE: Water for Rural Residents

FINANCIAL CONSIDERATION(S): No Tax Effect

COMMUNICATIONS CONSIDERATION(S): News Release

OTHER CONSIDERATION(S): None

Staff Initials:

Dept. Head:

CAO:

December 17, 2015



Peace River Regional District REPORT

To: Rural Budgets Administration Committee

From: Kim Frech, Chief Financial Officer

Date: 7 December 2015

Subject: NP Regional Airport – Sewer Infrastructure

RECOMMENDATION:

1. THAT the Rural Budgets Administration Committee approves a Fair Share Electoral Area C payment of \$6,289.38 to North Peace Airport Services for one-half of the costs of maintenance of the sewer pumps from March 2015 to present.
2. THAT the Rural Budgets Administration Committee approves a Fair Share Electoral Area C maximum payment of up to Twenty Thousand Dollars (\$20,000) to the North Peace Airport Services for one-half of the costs of installing two new sewer pumps at the Airport Subdivision Lift Station.

BACKGROUND:

For more than a year now, the pumps at the Airport Subdivision have not been working correctly and require significant manual maintenance to clear away debris to allow the pumps to work. After meeting to discuss the issue it has been agreed to split the costs of upgrading the pumps to handle the items of concern to allow the machinery to work properly.

STRATEGIC PLAN RELEVANCE:	Provide services to rural residents.
FINANCIAL CONSIDERATION(S):	Reduction in operating costs to taxpayer.
COMMUNICATIONS CONSIDERATION(S):	None
OTHER CONSIDERATION(S):	None

Staff Initials:

Dept. Head:

Kim Frech
December 17, 2015

CAO:



December 11, 2015

Peace River Regional District
Box 810, 1981 Alaska Avenue
Dawson Creek, BC V1G 4H8

RE: Lift Station, North Peace Regional Airport

Mr. Jeff Rahn,

This letter is in follow-up to a meeting held with yourself and Director Sperling on December 3, 2015; regarding the operational expenses associated to the sewer lift station that services the airport and subdivision of the North Peace Regional Airport.

As discussed, North Peace Airport Services Ltd (NPAS), the management company for the North Peace Regional Airport, will share the costs of 3rd party maintenance to remove solid materials (baby wipe type materials) from the sewer lift station allowing it to operate effectively and preventing an environmental incident. Pending approval from the PRRD Rural Budget Administration Committee, the PRRD will reimburse NPAS 50% of the total bill for the noted 3rd party maintenance services at a value of \$6,289.38.

To mitigate the impact of future maintenance costs associated to the removal of solid materials at the lift station, pending PRRD Rural Budget Administration Committee approval, the PRRD and NPAS will cost share on a 50-50 basis the replacement or modification of existing pumps to permit the flow of the noted solid materials through the lift station more effectively.

NPAS, as operator of the sewer lift station will bear normal operational costs associated to maintaining the facility, however, as in this matter, NPAS will look to work with the PRRD to solve future issues that are of impact on the facility from the subdivision.

Sincerely,

Mike Whalley
Managing Director
North Peace Airport Services Ltd.



Box 6490, 9919 Terminal Road, Fort St. John, BC V1J 4H9

t: (250) 787-0426 | f: (250) 785-6015 | w: www.yxj.ca

December 17, 2015



Peace River Regional District REPORT

To: Rural Budgets Administration Committee

Date: December 9, 2015

From: Trish Morgan, General Manager of Community & Electoral Area Services

Subject: Prespatou School Rink and Skate Shacks

BACKGROUND/RATIONALE:

At the November 19, 2015 Rural Budgets Administration Committee meeting the following resolution was passed:

That the Rural Budgets Administration Committee defer the Prespatou PAC Skating Rink grant application until the next RBAC meeting and that staff ask that Prespatou provide another quote for the ice rink and skate shack.

Please see the attached additional quotes as per the direction above.

The PAC managed to raise \$10,300 through local donations and had enough to cover the rest of the costs to replace the boards through the funds in their PAC account. The total cost of this work was \$13,752.36 - netting is still needed at a cost of \$2,500.

The PAC is seeking some reimbursement of these costs as some of the funds used would normally go to assisting with the costs of school field trips, additional school equipment, art supplies, etc.

The PAC is also seeking support to reconstruct the skate shacks. Please see quotes attached.

	Low	High
Rink Boards *actual cost	\$ 13,752.36	\$ 13,752.36
Netting	\$ 2,500.00	\$ 2,500.00
Skate Shacks	\$ 13,800.00	\$ 18,271.05
Matting	\$ 2,100.00	\$ 2,100.00
	<u>\$ 32,152.36</u>	<u>\$ 36,623.41</u>

STRATEGIC PLAN RELEVANCE:

The PRRD is committed to working with Peace River Region residents to have continued access to facilities for recreational and cultural purposes.

FINANCIAL CONSIDERATION(S): Funding could be provided through either Area B Fair Share or Area B Peace Agreement funds.

Staff Initials:

Dept. Head:

T. Morgan

CAO:

Page 1 of 2

December 17, 2015

COMMUNICATIONS CONSIDERATION(S): If approved, it would be suitable to consider issuing a press release discussing the project and Electoral Area B's support. Additionally, under RBAC policy the PAC should display a plaque identifying Electoral Area B as a supporter.

OTHER CONSIDERATION(S):

See attached



Grant Request Application Form

Society Number: 111853 Date: Nov 12, 15

Community Club or Group Name: Prespaton Parent Advisory Council

Mailing Address: PO Box 240 Prespaton BC VOC 2S0

Mailing Address

Town/City

Postal Code

Civic Address or Legal Description of Property

Contact Person: Joe Bergen Alternate: John Klassen

Position: President Position: Vice President

Phone Number: 2507872909 Phone: 2502628706

Fax Number: 2506302681 Fax:

Email: hotsawlog@gmail.com Email:

Club Executives:

Project Costs:

President: Joe Bergen Total Cost of Project: about 29000.00

Vice President: John Klassen Amount Requested: 25,000.00

Treasurer: Barb Klassen

Describe the project for which your organization is requesting a grant:

We would like to construct boards
around the ice rink and a skating
shack.

Attachments Required:

- a) Project budget, including all sources of funding
- b) Year-end financial statements
- c) Current financial report including bank balances, investments, term deposits, etc.
- d) Copy of the Society Resolution requesting this grant

Friedrich Nov 12, 15

Signature of Applicant

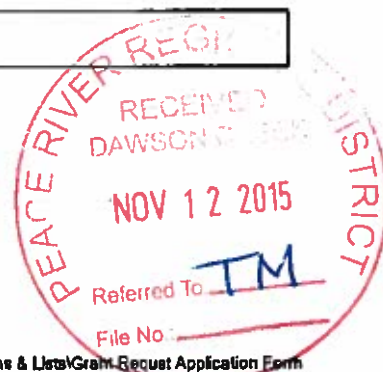
Date

For Office Use Only

Fair Share: B ☐ C ☐ D ☐ E ☐	
BCR: B ☐ C ☐ D ☐ E ☐	
Gas Tax:	
Other:	

March 2014

M:\Forms & Lists\Grant Request Application Form



Nov. 12. 2015 01:33 PM BILL & FRIEDA BUECKERT

December 17, 2015

Cover Letter

Application for funding for ice rink repairs.

Rural Budgets Administration Committee,
Peace River Regional District
PO box 810, Dawson Creek, BC V1G 4H8



Attention Karen Goodings, Director Electoral Area

The Prespatou Parent Advisory Council is applying for a grant for repairs to the ice rink and to skating shack. These facilities are used daily by school and community. We are planning on repairing these facilities since we don't have an arena and both school and community will benefit from having the facilities repaired and safe for public use.

Sincerely,

Frieda Bueckert, Secretary

Prespatou Parent Advisory Council

Box 240

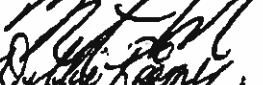
Prespatou, BC. V0C 2S0

Society Resolution

Our goal as the PAC is to construct a ice rink and shack that the school and community can benefit from. We do not have an arena in our community and we feel it is important to have a rink for the community. We have collected \$4000.00 in donations and am doing a Purdys Chocolates fundraiser.

We will forward Pictures to PRRD email.

PAC Members:

Lisa Neudorf	
Janet Reimer	
Joseph Berger	
Tim Loewen	
Martin Wiebe	
Debra Reimer	
Frieda Bueckert	
Barb Klassen	
John Klassen	
Matt Fehr	

Estimate

Page No. of Pages

Box 182,
Prespatou, B.C. V0C 2S0
Tel: 250-787-2806



**Wild Rose
Carpentry**



0107

Estimate Submitted To <i>Prespatou Ekmentary</i>	Phone	Date <i>Nov 11 2015</i>
Street	Job Name <i>Ice Rink boards</i>	
City, State, Zip Code	Job Location	
Architect <i>Ice rink boards</i>	Date of Plans	Job Phone

We hereby submit specifications and estimates for:

Size of Construction	<i>85' x 200'</i>	
Concrete Floor, Base		
Framing, Rough	<i>Supplies</i>	<i>9705.00</i>
Exterior Coverings - siding, roofing		
Soffit & Fascia		
Windows & Doors		
Electrical		
Plumbing		
Insulation		
Drywall		
Flooring		
Equipment Rental		
<i>Labour</i>		<i>5000.00</i>
Subtotal		<i>14705.00</i>
GST		<i>732.25</i>
Total Estimate		<i>15440.25</i>

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

Fifteen thousand four hundred forty *50* dollars (\$ *15,440.25*)

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance.

Authorized Signature

Note: This proposal may be withdrawn by us if not accepted within *60* days

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

Signature _____

Signature _____

Estimate

Page No. of Pages

Box 182,
Prespatou, B.C. V0C 2S0
Tel: 250-787-2906



Wild Rose
Carpentry



3004

Estimate Submitted To <i>Prespatou Elementary School</i>	Phone	Date <i>Nov 10 2015</i>
Street <i>22113 Tind Rd</i>	Job Name <i>Skate Shack</i>	
City, State, Zip Code	Job Location <i>Prespatou</i>	
Architect	Date of Plans	Job Phone

We hereby submit specifications and estimates for:

Size of Construction	<i>10 feet x 40 ft</i>	
Concrete Floor, Base		
Framing, Rough	<i>Home Hardware Quote</i>	<i>6500.00</i>
Exterior Coverings - siding, roofing		
Soffit & Fascia		
Windows & Doors	<i>x 4 windows 2 doors</i>	
Electrical		<i>800.00</i>
Plumbing		
Insulation		
Drywall		
Flooring		
Equipment Rental		
Labour		<i>1300</i>
	Subtotal	<i>13600</i>
	GST	
	Total Estimate	

We propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

dollars (\$ _____).

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance.

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within _____ days

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of Acceptance: _____

December 17, 2015

Nov. 12. 2015 01:33 PM BILL&FRIEDA BUECKERT

2506302442

PAGE. 5 / 7

**Prespatou School Parent Advisory Council
Financial Report**

September 1, 2014 to September 1, 2015

Prespatou Parent Advisory Council Account

September 1, 2014	Opening Balance ---	\$4060.36
<u>Income</u>		
School District 60		189.72
Christmas Candy Bag Money		1331.50
Fundraiser (baseball)		770.55
Interest		<u>7.66</u>
Total Income		\$2299.43
<u>Expenses</u>		
Christmas Candy bags		1500.00
Appreciation supper		<u>236.82</u>
Total Expenses		\$1736.82
Balance on September 1, 2015		\$4622.97

Prespatou P.A.C. Gaming Account

September 1, 2014	Opening Balance ---	\$6804.43
<u>Income</u>		
Provincial Government		6600.00
Sale of old puck boards and plywood		256.00
Interest		<u>5.16</u>
Total Income		\$6861.16
<u>Expenses</u>		
Tetherball sets		314.97
Baseball diamond resurfacing		1236.07
Soccer goals		4491.99
Bus for ski trip		620.00
Bleachers		<u>6883.00</u>
Total Expenses		\$13546.03
Balance on September 1, 2015		\$119.56

The remaining balance is budgeted for playground equipment and/or its repair.

**Prespatou School Parent Advisory Council
Financial Report**

September 1, 2013 to September 1, 2014

Prespatou Parent Advisory Council Account

September 1, 2013 Opening Balance --- \$5518.10

Income

Ice Rink Advertisements	200.00
School District 60	190.60
Christmas Candy Bag Money	1251.26
Interest	<u>12.49</u>
Total Income	\$1654.35

Expenses

Christmas Candy bags	1500.00
Chair Rental	75.60
Bandsaw for Shop	1063.99
Gravel Hauling	<u>472.50</u>
Total Expenses	3112.09
Balance on September 1, 2014	\$4060.36

Prespatou P.A.C. Gaming Account

September 1, 2013 Opening Balance --- \$490.93

Income

Provincial Government	6880.00
Carnival Money	5463.50
Reimbursement for Snow-blower	812.00
Sale of Old Snow-blower	240.00
Interest	<u>16.77</u>
Total Income	\$13412.27

Expenses

Rural Hockey/Broomball Association	1000.00
Fieldtrips	1500.00
Playground Accessories	183.35
Ice rink (repairs & maintenance)	563.12
Snow-blower / Sears	1623.99
Carnival Expenses	<u>2228.31</u>
Total Expenses	\$7098.77
Balance on September 1, 2014	\$6804.43

The remaining balance is budgeted for baseball diamond reconstruction and new portable soccer goals.





Trish Morgan

From: jupebergen@gmail.com
Sent: Wednesday, December 02, 2015 8:56 AM
To: Trish Morgan
Subject: Re: grant application for Prespatou PAC

Hi Trish

Thanks for the info, I will separate and resubmit it shortly. The PAC managed to raise 10,300 through local donations and we had enough to cover the rest of the cost in our PAC account if need be (at the expense of the other things the PAC does at the school), so we went ahead and built the boards before we got too much frost in the ground. They are now complete and cost 13752.36 to build and now only need netting for each end which has not been ordered yet. The quote for the netting is an additional 2-2500 bringing the total cost to 16250.00. As mentioned we will resubmit the application as requested but I thought I'd give you an update before the Prespatou meeting on Friday.

Regards

Joe Bergen

Sent from my iPhone

On Nov 24, 2015, at 9:38 AM, Trish Morgan <Trish.Morgan@prrd.bc.ca> wrote:

Hi Joe,

The Rural Budgets Administration Committee reviewed your request for funding and they have decided to hold off on making a decision until after our community meeting on December 4th. In the meantime they have requested that you provide a second quote with the material for the boards separated out from the skate shack and the labour indicated separately for both items.

Our next meeting is on December 17, so if you are able to have that information into us by December 9th, that would be great. You will be receiving a formal letter soon as well.

thanks

Trish Morgan
General Manager of Community & Electoral Area Services
Peace River Regional District
Direct: 250-784-3218
Cell: 250-219-3000
trish.morgan@prrd.bc.ca

December 17, 2015

Trish Morgan

From: Joe Bergen <jupebergen@gmail.com>
Sent: Wednesday, December 09, 2015 1:45 PM
To: Trish Morgan
Subject: Prespatou Ice rink
Attachments: Quotes.pdf

Hi Trish

Here are the quotes you needed. They do not include the rubber mat that would be nice for the floor and costs about 2100\$ but our main concern is the shack itself. The old shacks have carpet on the floor which soak up and is hard to dry leading to smell and mould. We got a new quote for the skate shack from Wild Rose Carpentry and includes wiring and insulation which the first quote didn't.

If you need anything else please let me know.

Regards

Joe Bergen
250 787 2909

Box 182,
Prespatou, B.C. V0C 2S0
Tel: 250-787-2906



Wild Rose
Carpentry



0108

Estimate Submitted To <i>Prespatou Elementary School</i>	Phone <i>250 630 2291</i>	Date <i>Dec 9 2015</i>
Street <i>22113 Triad Rd</i>	Job Name	
City, State, Zip Code <i>Prespatou BC</i>	Job Location <i>Prespatou BC</i>	
Architect	Date of Plans <i>Dec 9 2015</i>	Job Phone <i>250 787 2906</i>

We hereby submit specifications and estimates for:

Size of Construction	<i>10'x40'</i>	
Concrete Floor, Base	<i>steel frame</i>	<i>1500.00</i>
Framing, Rough	<i>to lock up</i>	<i>4000.00</i>
Exterior Coverings - siding, roofing	<i>Tin walls</i>	<i>500.00</i>
Soffit & Facia		<i>450.00</i>
Windows & Doors	<i>2 doors + 4 windows</i>	<i>1265.00</i>
Electrical		<i>1200.00</i>
Plumbing		
Insulation		<i>1186.00</i>
Drywall		
Flooring		<i>800.00</i>
Equipment Rental		
Labour		<i>6500.00</i>
		Subtotal <i>17,401.00</i>
		GST <i>870.05</i>
		Total Estimate <i>18,271.05</i>

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:
Eighteen Thousand two hundred seventy one ⁰⁵/₁₀₀ dollars (\$ *18,271.05*).

Payment to be made as follows: *Due when completed*

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance.

Authorized Signature

Note: This proposal may be withdrawn by us if not accepted within *30* days

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance:

Signature

Signature

December 17, 2015

R-5

Received December 9 2015

Estimate

Page No.

of

Pages

Box 182,
Prespatou, B.C. V0C 2S0
Tel: 250-787-2906



Wild Rose Carpentry



3907

Estimate Submitted To <i>Trespatio Elementary</i>	Phone	Date <i>Nov 11 2015</i>
Street	Job Name <i>Ice Rink boards</i>	
City, State, Zip Code	Job Location	
Architect <i>Ice rink boards</i>	Date of Plans	Job Phone

We hereby submit specifications and estimates for:

Size of Construction	85' x 200'
Concrete Floor, Base	
Framing, Rough	Supplies
Exterior Coverings – siding, roofing	
Soffit & Fascia	
Windows & Doors	
Electrical	
Plumbing	
Insulation	
Drywall	
Flooring	
Equipment Rental	
Labour	
Subtotal	14705.00
GST	732.25
Total Estimate	15440.25

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

Fifteen thousand four hundred forty ²⁵/₁₀₀ dollars (\$15,440.25).

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance.

Authorized
Signature _____

Note: This proposal may be withdrawn by us if not accepted within 60 days

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature

Signature

Date of Acceptance:

December 17, 2015

Received December 9, 2015

Quote For Prespatou School Skating Shack 10'x40'

2x6 lumber.....	\$829.04
2x8 lumber.....	\$1005.60
¾" spruce plywood.....	\$1598.80
7/16" OSB.....	\$583.65
Metal and trim for roof and walls.....	\$2000.00
Insulation.....	\$1396.75
Misc. (6 mm poly, bolts, nails, screws).....	\$1000.00
Windows (4'x4' sealed unit, non opening) \$323.00x4.....	\$1292.00
Doors (36" fibreglass skinned) \$650.98 x2.....	\$1301.96
Electrical and Heating (estimate from Klassen Electric)	\$3000.00
Labor \$11.00 per sq ft x 400.....	<u>\$4400.00</u>
	\$18407.80

Received December 9, 2015

Quote For Outdoor Icerink

150	16ft 2x6.....	\$1495	treated \$2545.50
75	¾' plywood.....		\$2997.75
55	8ft poles.....		\$1198.00
20	18ft poles.....		\$1699.40
	240 ft of netting		\$1800.00
	Misc. (screws, bolts, hinges, etc).....		\$500.00
	Labor.....		<u>\$6600.00</u>
	Nontreated 2x6 Total.....		\$16290.15
	Treated 2x6 Total.....		\$17340.15



Peace River Regional District REPORT

To: Rural Budgets Administration Committee

Date: December 10, 2015

From: Trish Morgan, GM of Community & Electoral Area Services

Subject: North Peace Light Horse Association

BACKGROUND/RATIONALE:

In August, the North Peace Light Horse Association attended a Rural Budgets Administration Committee (RBAC) meeting to discuss the findings of the Beairsto & Associates report from June 2015. RBAC requested that the following information be provided back to Committee for consideration:

- 1) Quotes to repair the items noted in the engineer's assessment
- 2) Quotes for a new facility as follows (at minimum):
 - a. a similar sized and equipped building comparable to what you currently operate
 - b. a larger sized building that may accommodate more renters in order to reduce your waitlist
- 3) Quotes for the cost to repair the rodeo grounds
- 4) Wish list of items that you feel could be added in the future to meet the needs of your members (e.g., wash bay)
- 5) Assessment on the value of the land
- 6) Sketch of the facility and grounds
- 7) Provide a breakdown of members and users of the facility and determine the number of rural and urban members/users

STRATEGIC PLAN RELEVANCE:

1.3 The PRRD is committed to working with Peace River Region residents to have continued access to facilities for recreational and cultural purposes.

FINANCIAL CONSIDERATION(S): for discussion (please see quotes)

OPTION #1 - Quote to Repair

WL Construction \$ 178,000.00

OPTION #2 - Quote for Replacement

Goodon Ind. (100' x 200' x 20')	\$	630,000.00	* building shell only
Integrity (80' x 220' x 18')	\$	593,378.00	* building shell only
WL Construction (200' x 90')	\$	2,800,000.00	* complete package

Land Value Estimated

\$2 million -
\$2.5 million

Staff Initials:

Dept. Head:

T. Morgan

CAO:

Page 1 of 2

December 17, 2015

COMMUNICATIONS CONSIDERATION(S): none at this time

OTHER CONSIDERATION(S): Please see the attached



W.L. Construction Ltd.
 P.O. Box 6357
 Fort St. John, BC V1J 4H8
 Telephone (250) 787- 7707
 Fax (250) 787-2350

October 14, 2015

North Peace Light Horse Association
 6929 Equestrian Road
 Fort St. John, BC
 V1J 0B4

Attn: Becky
 Re: Arena Repair Estimates

Based on the recommended corrections from the building assessment report issued by Beirsto & Associates dated June 19, 2015 we have calculated budget prices to perform various repairs.

Building Envelope

\$ 70,000 Replace exterior wall cladding, trims, soffits, gutters, downspouts and install metal over fascia
 \$ 75,000 Replace wall insulation, vapor barrier and plywood including paint
 \$ 3,500 Repair existing roof cladding
 \$ 6,500 Re paint doors, frames and trims
 \$ 3,000 Reshape ground around building to shed water away
 \$ 1,500 Patch holes in roof insulation inside building
 \$159,500 Total estimated cost

Structural

\$ 2,000 Remove mezzanine

Mechanical

\$ 5,000 Remove unused heaters, gas lines and vents
 \$ 1,000 Replace washroom exhaust fans
 \$ 2,500 Replace 10 fire extinguishers
 \$ 500 Paint gas lines yellow
 \$ 9,000 Total estimated cost

Electrical

\$ 500 Repair service mast and grounding rod
 \$ 2,000 Replace rusted main panel and breakers
 \$ 5,000 Install GFCI Plugs, secure wiring on kitchen roof, wire in exhaust fan switches, wire in heater switch, wire in water pump switch, remove unused wiring throughout, replace burnt out light bulbs, replace broken fixtures, replace broken or missing cover plates.
 \$ 7,500 Total estimated cost

Summary

\$159,500 Building Envelope
 \$ 2,000 Structural
 \$ 9,000 Mechanical
 \$ 7,500 Electrical
 \$178,000 Total estimated cost excluding GST

We hope this meets your approval and thank you for your interest in our company.
 Darren Lockhart
 Estimator

December 17, 2015



**ITEM #2 - Quote for Replacement
Building Shell Only**

Becky Corsie

Quote#: 1508058

Fort St John, BC

Date:

August 25, 2015

Ph: 250-619-5548

Box 777, Boissevain, MB, R0K 0E0 Call Toll Free 1-800-665-0470

Phone: 204-534-2468 Fax: 204-534-2267 www.goodon.com

Fx:

Cell:

Em: nplighthorse@gmail.com

Becky,

Based on our recent conversation, I am pleased to present you with a quote for material supply and construction on a 100'x200'x20' Laminated Post frame Riding arena. The specifications included in the quotation package are listed below.

Specifications:

- 4 ply 2"x 8" laminated poles with pressure treated bottoms @ 4' o.c.
- Commercial Engineered trusses @ 4' o.c.
- 28ga industry leading High tensile colored metal walls, white metal roof
- 2"x 6" strapping on walls and 2"x 6" strapping on roof @ 2' o.c.
- 1 - 18'(W)x 18'(H) overhead door with R16 insulation, chain hoist, end wall
- 2 - 3' insulated steel walk in door(s)
- 4 - 4' insulated steel walk in door(s)
- 20 - 40" x 3' dual pane sliding window(s)
- 12 - Gable vents
- All hardware to complete

Total delivered price -	\$630,000.00
Labor to erect -	Included
Colored metal -	Included
G.S.T. -	Extra
Structural Blueprints - Commercial Design	Included required by city or district
Interior Insulation Package:	
R28 walls, R40 ceiling	Price- Included Above
Vapor barrier, 2"x 4" strapping on walls	Labor- Included
White metal lining on walls and ceiling	
Attic Hatch	
6' planking	

There may also be drywall requirements by code depending on location of building to property lines and/or other structures. Site plan and/or site visit would be required to determine the requirements.

NOTE,

With a **20% deposit** you will secure your spot for 2015 and lock in the price.

Alain Turcotte
Sales
Goodon Industries

Ph: (780) 975-3748
Fx: (780) 665-7050
Em: al@goodon.com

INTEGRITY

Post Structures

IntegrityPostStructures.com

Salesperson: Jason Murrell
Email: jason@integritypostframe.com
Phone: (780) 581-5559
Fax: (403) 770-8593

Quote Number: **45391**

Becky NPLHA

FSJ, British Columbia, (250) 619-5548

nplighthorse@gmail.com

9552

Date Created: August 26, 2015

Quote Expires **September 10, 2015**

Building

80' x 220' x 18' Commercial

\$593,378 + GST

* Includes Labour / Materials / Freight / PST

Standard Features

Posts	4' O.C. 4 ply perma 2" x 8", Premium laminated posts on Integrity's Perma Column foundation. Includes the new Integrity Post Disc. (Eve posts only, gable posts are estimated at 8' O.C. or 6' O.C.)
Trusses	4' O.C. Double Ply Engineered and designed to meet or exceed local conditions
Strapping	2" x 6" wall and roof strapping @ 2' O.C.
Metal Cladding	Premium 29 gauge Hi-Tensile FC36 profile metal including a 3/4" (large rib)
Engineering	Engineered Blueprints And Schedules

Included Options	Quantity	Width	Height	Length	Window Inserts	Location	Insulated	Operator
Overhead Door	1	16	16			End Wall		Chain
Prepared Opening	2	12	12			Side Wall		Chain
Prepared Opening	2	10	10			End Wall		Chain
3' Standard Steel Door	5					1st Storey		
3' x 3' Fixed Pane Window [Dual Pane]	12					2nd Storey		
6' Gable Kick Wall			6	172		Gable	non-insulated	
6' Eve Kick Wall			6	520		Eve	non-insulated	
4' Eve Kick Wall			4	312		Eve	non-insulated	
Gable Vents	8							
Smoke Stop	5							
Smoke Damper	15							
Attic Hatch	8							
Ridge Cap Ventilators	12							
24x220 INSULATED CLOSED LEAN TO PERMACOLUMNS FOR LEAN TO POSTS								

Insulation Package Details

80' x 220' x 18'

Walls	R28 insulation & 6mm CGSB vapour barrier, 2"x4" strapping @ 2' O.C. bright white metal lined
Ceiling	R40 insulation & 6mm CGSB vapour barrier, bright white metal lined

Warranty

Warranty

We stand behind our buildings with a lifetime warranty on Perma-Columns, manufacturer's 40-year warranty on paint on metal cladding and 5-year warranty on workmanship

Expiry

This quote expires on **September 10, 2015**. Please contact Jason Murrell at 780-581-5559 for more information.

THANK YOU FOR THE OPPORTUNITY TO QUOTE ON YOUR BUILDING!

INTEGRITY
Post Structures

Box 34 Site 2 RR 2 Okotoks Alberta T1S 1A2

tel: 1-866-974-POST (7678) F 403-778-8593

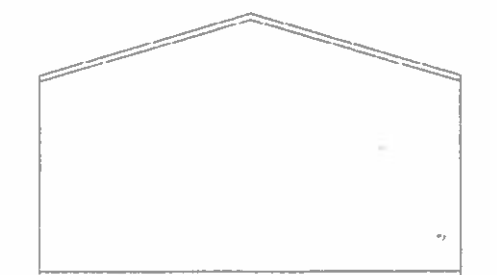
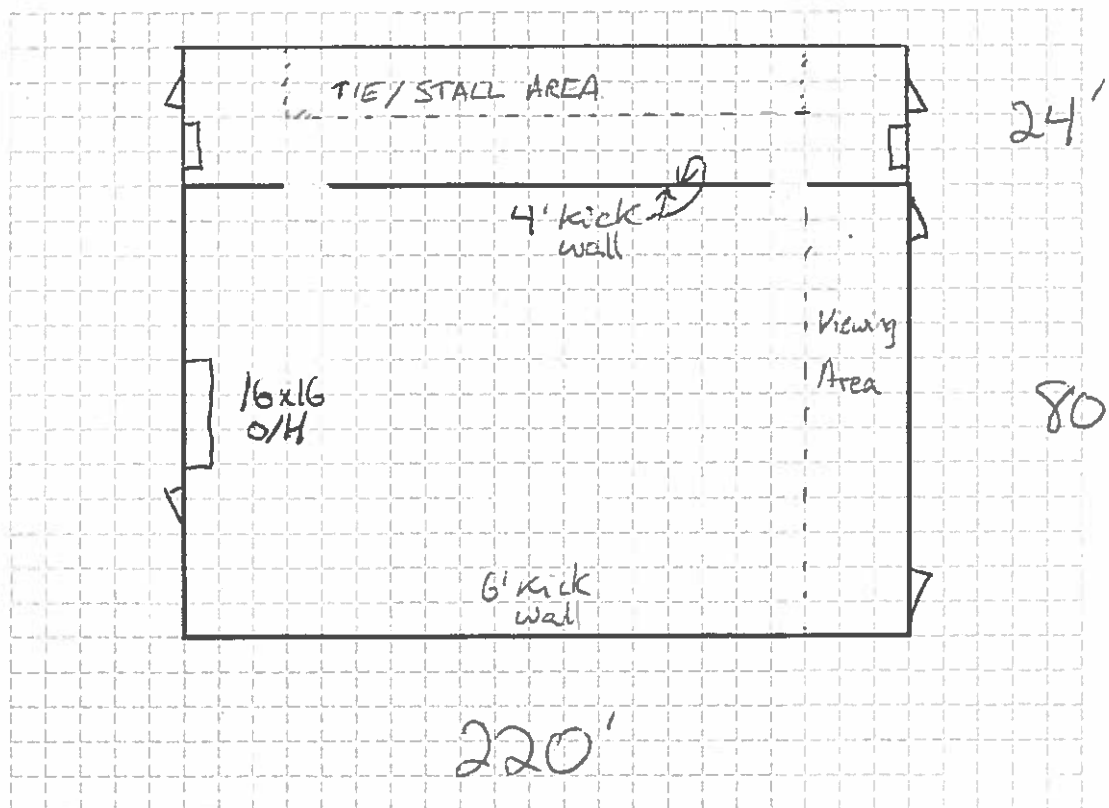
www.integritypoststructures.com email: integrity@integritypostframe.com

Your local post frame expert

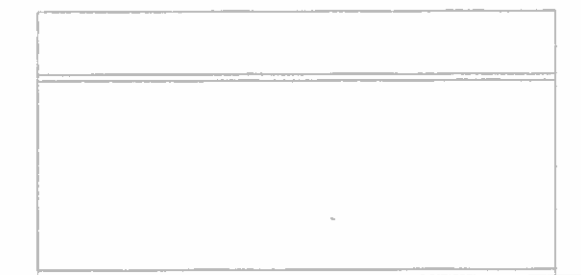
Customer Name / Job Name: NPLHA

Building Location: FST B.C.

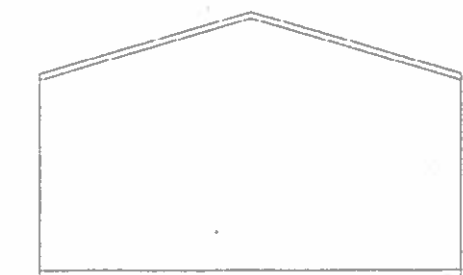
Size (width x length x height): 80' x 220' x 18'



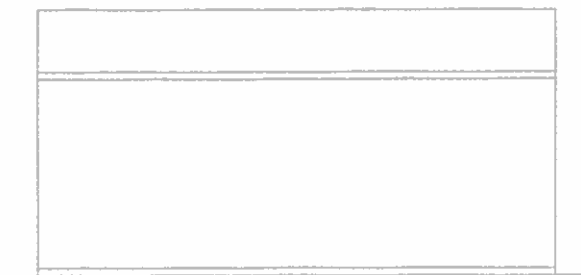
FRONT



RIGHT SIDE



REAR



LEFT SIDE

INTEGRITY

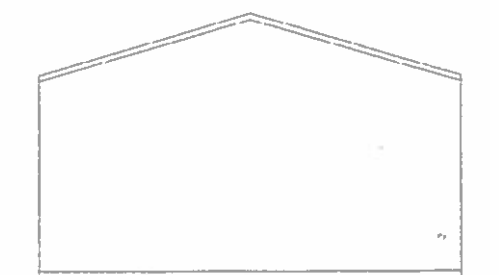
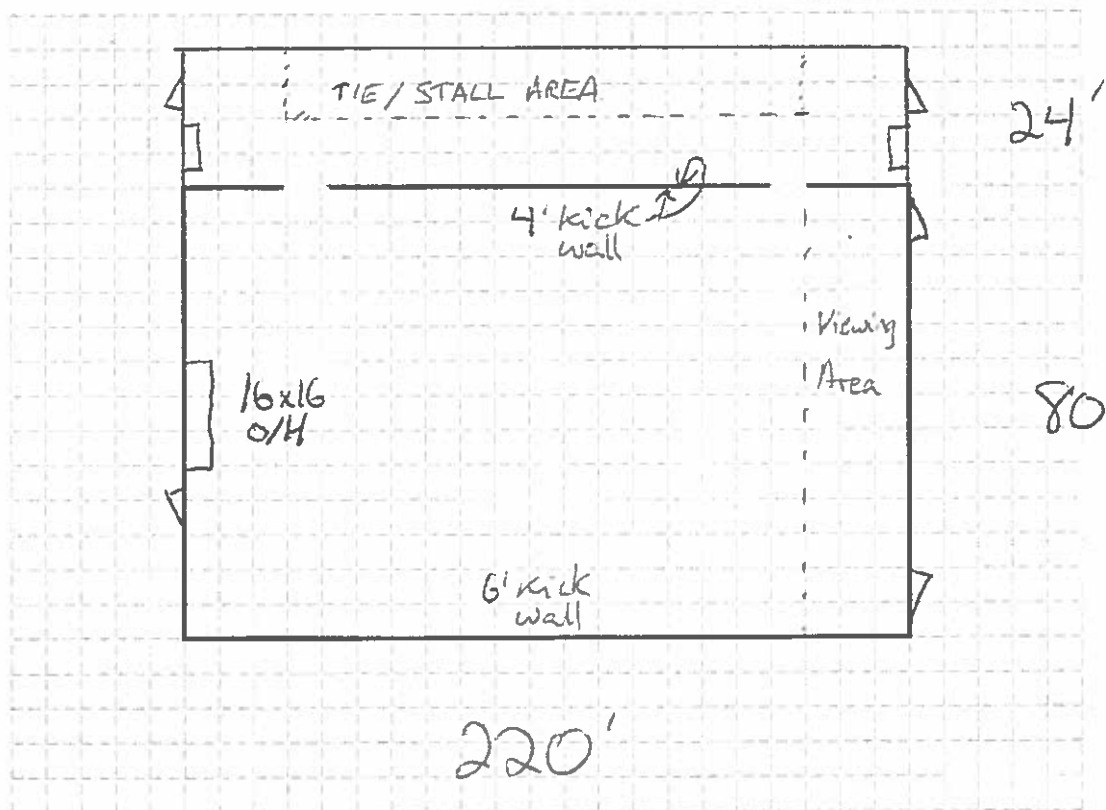
Post Structures

Box 34 Site 2 RR 2 Okotoks Alberta T1S 1A2

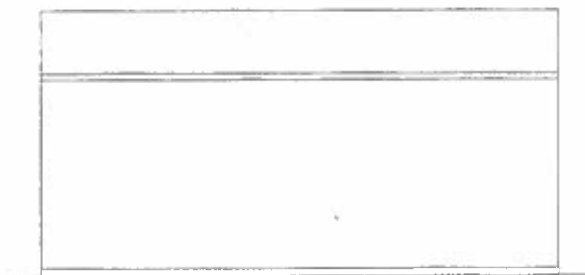
Tel: 1-866-974-POST (7678) Fax: 403-770-8593

www.integritypoststructures.com email: integrity@integritypostframe.com

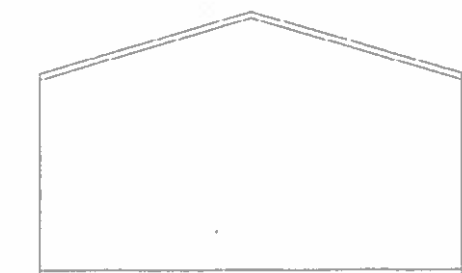
Your local post frame expert

Customer Name / Job Name: NPLHABuilding Location: FST B.C.Size (width x length x height): 80 x 220 x 18

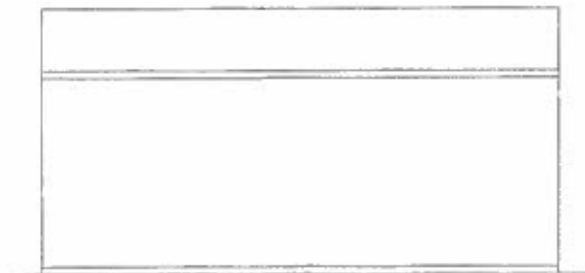
FRONT



RIGHT SIDE



REAR



LEFT SIDE

**ITEM #2 - Quote for Replacement
Complete Package****Trish Morgan**

From: NPLHA <nplighthorse@gmail.com>
Sent: Tuesday, October 27, 2015 10:02 AM
To: Trish Morgan
Subject: Fwd: New Arena Estimate
Attachments: LHA Arena Construction Budget.pdf; NPLHA Riding Arena North View.pdf; NPLHA Riding Arena South View.pdf; NPLHA Riding Arena West View.pdf; NPLHA Riding Arena East View.pdf

Hi Trish here is another estimate for a new arena. I send a package at the fsj PRRD office to courier to your office so I'm not sure if u received yet but this could be added to it:)

Thanks Becky

----- Forwarded message -----

From: **Darren Lockhart** <dlockhart@wlconstruction.com>
Date: Tuesday, October 27, 2015
Subject: New Arena Estimate
To: NPLHA <nplighthorse@gmail.com>, Becky Corsie <cowgirl76@shaw.ca>
Cc: Dale Neuls <dneuls@wlconstruction.com>

Hello,

Attached is an estimate to construct a new riding arena as per renderings. The building is the same size and configuration as what you have now. This building however would be constructed form precast concrete panels. Due to the use of this building, precast concrete would be the most durable option compared to a metal or wood building that would require very little maintenance or repairs.

If you wish to move forward with this project we would need commitment invest in the \$100,000 expense of the engineered drawing package. Once the drawings are completed we can send out to various trade contractors and suppliers for firm pricing. Those prices would be reviewed in conjunction with the estimated values and the actual costs can be recalculated.

We hope this meets your approval and thank you for your interest in our company. If you have any questions or concerns or would like to meet up to review let me know.

Thanks again for the opportunity to provide a proposal.

Darren Lockhart

Estimator

WL Construction

P: (250) 787-7707

C: (250) 794-1625

F: (250) 787-2350



W.L. Construction Ltd.
 P.O. Box 6357
 Fort St. John, BC V1J 4H8
 Telephone (250) 787- 7707
 Fax (250) 787-2350

October 27, 2015

North Peace Light Horse Association
 6929 Equestrian Road
 Fort St. John, BC
 V1J 0B4

Attn: Becky
 Re: Arena Construction Estimate

Based on the attached drawings we have prepared estimated costs to construct a new 200'x90' riding arena. A scope of work and price breakdown is as follows:

<u>Design</u>	\$100,000
Geotechnical report (\$12,000)	
Architectural Design (\$29,000)	
Structural Engineer (\$17,000)	
Mechanical Engineer (\$26,000)	
Electrical Engineer (\$16,000)	
<u>General Conditions</u>	\$140,000
Building Permit (\$8,000)	
Course of Construction Insurance (\$5,000)	
Mobilization & Demobilization (\$5,000)	
Materials testing (\$5,000)	
Onsite supervisor (\$35,000)	
Cleanup, disposal and dumpster fees (\$10,000)	
Vehicles, tools and equipment (\$72,000)	
<u>Civil</u>	\$55,000
BC Hydro 200 amp overhead service (\$6,000)	
PNG gas line and meter (\$3,000)	
2,000 gallon concrete water and sewer tanks with pumps and alarms (\$20,000)	
1,000 sq.ft concrete aprons and sidewalks (\$17,000)	
Concrete filled steel bollards by overhead door openings (\$9,000)	
<u>Foundation</u>	\$700,000
(100) piles 16" dia x 24' deep (\$170,000)	
580' grade beam (\$55,000)	
18,000 sq.ft 6" thick floorslab (\$320,000)	
500' concrete arena boards (\$58,000)	
Gravel package beneath floorslab (\$85,000)	
580' weeping tile, drain rock and sump (\$12,000)	
Dirt, sand or mulch topping over floor slab by owner	
<u>Building Shell</u>	\$1,180,000
Precast concrete walls with R24 insulation (\$490,000)	
Structural steel package (\$310,000)	
R40 poly iso roof with torch down membrane (\$322,000)	
Exterior paint (\$23,000)	
Mandoors and window (\$18,000)	
Overhead doors (\$17,000)	

December 17, 2015

Interior Finishing**\$85,000**

Frame and insulate meeting room and washroom walls (\$3,000)
 Drywall walls and washroom ceilings (\$6,000)
 T-bar ceiling (\$2,000)
 Doors and windows (\$8,000)
 Millwork (\$4,000)
 Lino flooring (\$6,000)
 Paint all walls and ceiling (\$56,000)

Mechanical**\$270,000**

Washroom toilets, sinks and faucets
 Kitchen sink and faucets
 Make up air unit
 Unit heaters throughout
 Exhaust fans
 Roof drains
 Floor drains
 Sump pumps
 Fire extinguishers

Electrical**\$270,000**

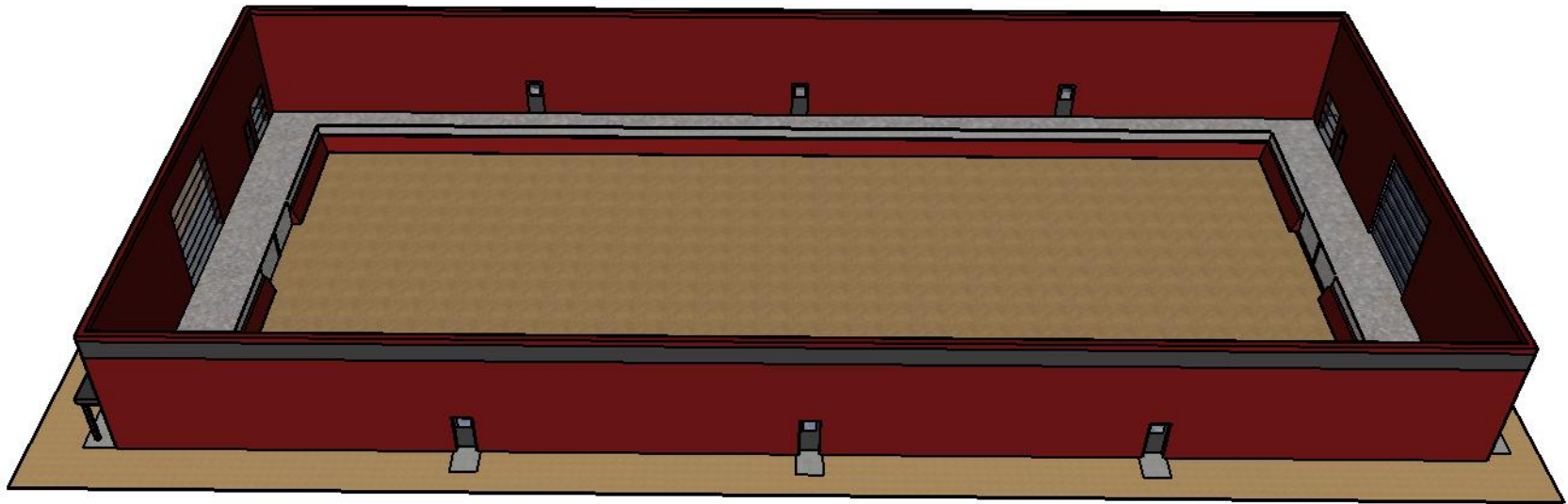
Main service panel and sub panels
 4 lamp T5HO light fixtures throughout
 T-bar fixture fluorescent lamps in meeting room and hallway
 Surface mount fluorescent fixtures in washrooms
 Exterior metal halide exterior wall lights
 Heat trace to downspouts
 Plugs in meeting room area
 Emergency exit lighting and signs

Summary

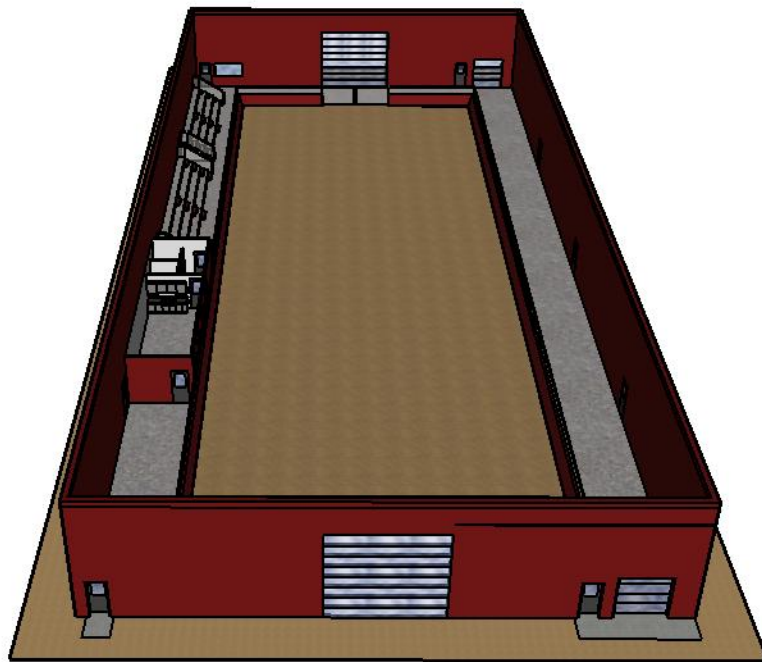
\$ 100,000	Design
\$ 140,000	General Conditions
\$ 55,000	Civil
\$ 700,000	Foundation
\$1,180,000	Building Shell
\$ 85,000	Interior Finishing
\$ 270,000	Mechanical
\$ 270,000	Electrical
\$2,800,000	Total estimated cost

We hope this meets your approval and thank you for your interest in our company.
 Darren Lockhart
 Estimator

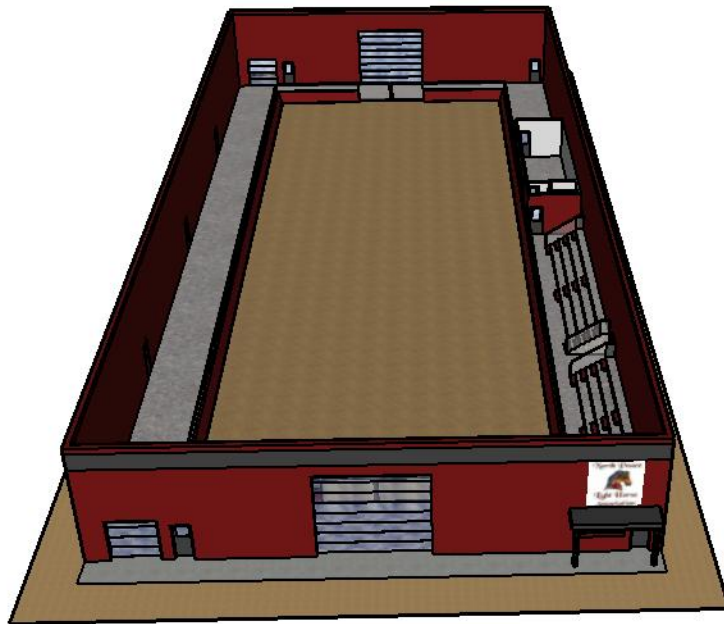
East View



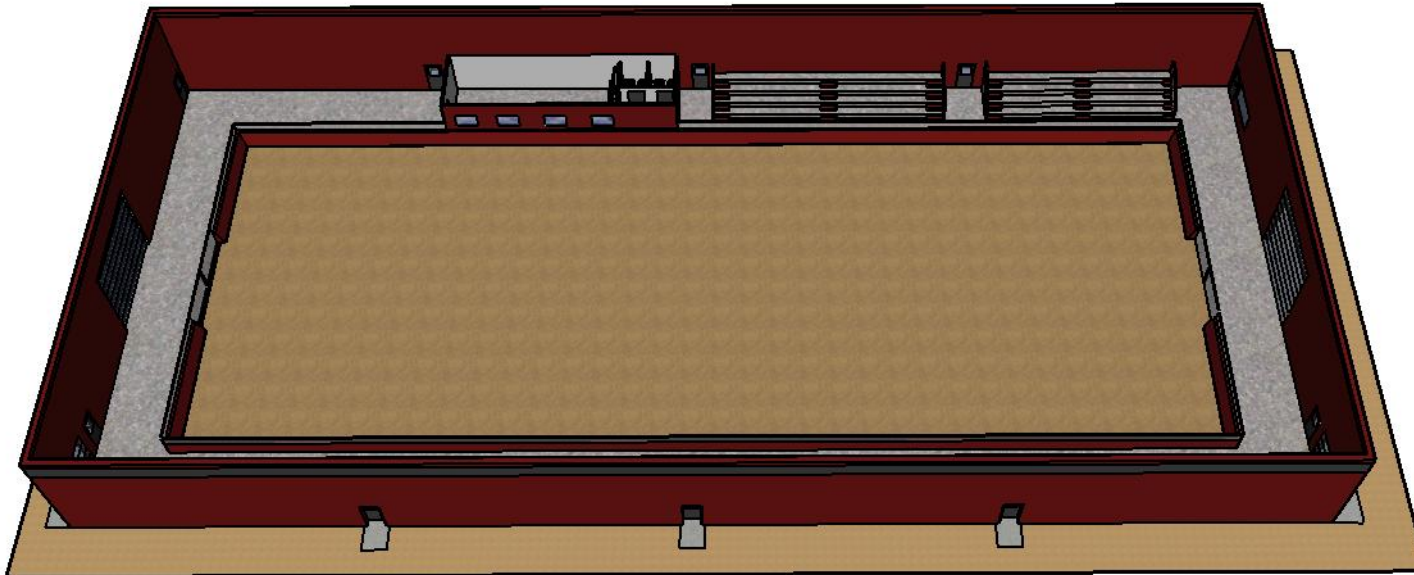
North View



South View



West View



WISH LIST

The PRRD has asked that we provide them with a wish list of items that you feel could be added in the future to meet the needs of your members e.g. wash bay

VIVIAN STEWART	Our driveway is in need of repairs or more gravel
Gravel / Proper drainage Roads parking areas, in front of barns, between pens.	Security / Caretakers Home on property need renovations or replace.
Wash bay ?	
3rd Barn - we currently have a 14 person wait list for Stall/Pen(s)	
More fencing for Pastures - we have 4 person waiting for pasture	
New Arena	
Hot water in the barns	
More lighting in barns	



ENERGY REALTY LTD.
10756-100TH STREET
FORT ST. JOHN, BC V1J 3Z6
PH: (250) 785-8051 FAX: (250) 785-2551

1

Attention: North Peace Light Horse Association

Date: September 17, 2015

Subject Property: #1 6929 Equestrian Avenue. Fort St John, British Columbia

First of all I would like to express my thanks for allowing myself and Century 21 Energy Realty the opportunity to assist in determining value and providing my opinion as so. I feel that our company would have a successful relationship with you as well as a successful sale of the properties if one was to list. Please review the findings below and if you have any further questions please do not hesitate and call me direct.

The subject property is unique in nature that first of all it is owned and operations as an association. Secondly it is zoned P2 which is for institutional, schools etc. Lastly in our market area it's a rarity to come across a property as such. This market evaluation is going to give a very rudimentary estimation of value based on the market as residential opportunity, light industrial opportunity and lastly as an equestrian center.

In this report please refer to the last page of the package which is an aerial photo with my estimations of worth per improvement. These figures would be approximate and could be + or - true value.

The property as it stands I would suggested worth between 2 million and 2.4 million. The highest and best value would be to bundle all together and sell the improvements, lands and a business to a potential buyer. The second best use depending on rezoning and etc., would be light industrial. 3rd use would be to rezone and divide the 49 acre parcel into small acreages.

For your property I would have to suggest list price to be between: **\$2 Million to \$2.4 Million**

Once again I like to thank you for the opportunity to provide my opinion of value and would like to express my desire for your business.

Sincerely,

A handwritten signature in black ink, appearing to read "Terry Isenbecker", written over a horizontal line.

Terry Isenbecker
Sales Representative
Century 21 Energy Realty
250-261-6111



300 m

Legend

#1 6929 Equestrian Ave
Subject Property

Google earth

December 17, 2016





#1 6929 Equestrian Ave

Legend

- ☐ Integrated Cadastral Fabric
- ☐ Provincial Parks - Tentails
- ☐ National Parks - Colour File
- ☐ Mapsheet Grid (1:250,000)
- ☐ Mapsheet Grid (1:20,000)
- ☐ Land Act Surveyed Rights or Tentails - Outlined
- ☐ Transportation Corridors - O
- ☐ Land Act Survey Parcels



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Data: MAD83
Projector: MAD_1983_BC_Environment_Abers

Key Map of British Columbia



COMPARABLE REPORT



Address	LOT 3 OLD FORT ROAD	13726 283RD ROAD	LOT 2 N ALCAN STREET	259 ROAD
Status	Sold	Active	Active	Sold
S/A	Fort St. John - Rural W 100th	Fort St. John - Rural W 100th	Fort St. John - Rural E 100th	Fort St. John - Rural E 100th
ML #	N219258	N242273	N246712	N233614
Price	\$1,435,000	\$1,150,000	\$629,900	\$900,000
List Date	5/30/2012	1/13/2015	6/27/2015	2/24/2014
FrontageFt	0.00	0.00	0.00	0.00
Lot Sz(SF)	0.00	0.00	0.00	0.00
Lot Sz(A)	86.74	80.43	5.41	138.00
Type	House/Single Family	House/Single Family	Other	Other
Public Remarks	Approximately 80 ac within 10 minutes of city on West side of city. Currently in ALR, surrounding property in light industrial zoning. Also country res zoning is adjacent to this level. Prime property on paved Old Fort Road. Tons of possibilities, survey and maps available. Call for more information.	Located just 10 minutes from Fort St John, this proposed 15-lot residential subdivision has MOT preliminary letter of approval. Sealed engineering drawings approved by MOT to be used for construction of the subdivision, including overall site plans, topographic information, geometrics plan showing lot location for the 15 lots (approx 1.6 ha each), and remainder parcel (excluded area), signage and grading plan; 4 drawings of plan and profile for roads and cul-de-sac typical sections, storm water detention and details. Seller plans to begin survey work and clearing in late April or May of 2015. Commitment on hand to provide Infrastructure (financial costs) for the natural gas service line to all parcels.	Amazing opportunity to own hard-to-find Alaska Highway frontage! 5+ acres of cleared land with a great location, lots of highway exposure. Make a great location for a home-based business.	138 acre parcel of land - underdeveloped - situated on a high traffic corner of the Alaska Highway and the 259 Rd aka Swanson Lumber road. Currently in a ALR - proposed zoning in the Fringe Area Official Community Plan MDR or Medium Density Rural Residential. Great development potential. Power and phone available.
Adjusted Price	\$1,435,000	\$1,150,000	\$629,900	\$900,000

COMPARABLE REPORT



Address	12352 269 ROAD	242 ROAD
Status	Active	Sold
S/A	Fort St. John - Rural W 100th	Fort St. John - Rural E 100th
ML #	N244528	N234287
Price	\$419,000	\$550,000
List Date	4/20/2015	3/18/2014
FrontageFt	0.00	0.00
Lot Sz(SF)	0.00	0.00
Lot Sz(A)	1.00	111.50
Type	Recreational	Other
Public Remarks	Approximately 31'x51' metal shop on concrete on one full acre only 23 minutes from Forst St John. Almost brand new 16' wide by 13' high garage door/hydraulics, houses 2 vac/water/service trucks. Separate title, septic, driveway, livestock. A proximately 28 and all utilities for this one acre with shop. There is also a mobile with one acre available separately or buy them together (MLS# N244277). Nice treed perimeter, 220 and O/H radiant heater, and many other extras. This shop is in excellent, prime location. Also listed on Commercial...see N4507438- PRICE DOES NOT INCLUDE GST	Prime large acreage just minutes from city; directly east of the airport. There is a secluded building site on property with power, gas, cistern, and lagoon already in place, two natural springs and several dugouts for watering livestock. A proximately 28 native bush and home site; The remainder is cultivated in hay, this piece this piece of land has a gentle slope to the south and would make an ideal Horse Ranch or any agri business that needs easy access to the city and airport. Several parcels have been subdivided out of the quarter section and there are 4, 80 foot wide right of ways, to provide access for future development.
Adjusted Price	\$419,000	\$550,000

Land Summary Statistics

	HIGH	LOW	AVERAGE	MEDIAN
LP:	\$1,550,000	\$419,000	\$899,800	\$824,950
SP:	\$1,435,000	\$550,000	\$961,666	\$900,000

CMA SUMMARY REPORT

Land - Active

ADDRESS	ML #	Status	Lot Sz (SF)	DOM	LP	\$/Lot Sz (SF)	SP	\$/Lot Sz (SF)
13726 283RD ROAD	N242273	A	0.00	247	\$1,150,000			
LOT 2 N ALCAN STREET	N246712	A	0.00	82	\$629,900			
12352 269 ROAD	N244528	A	0.00	150	\$419,000			
Total Listings				Avg	Avg	Avg	Avg	Avg
3				159	\$732,966			

Land - Sold

ADDRESS	ML #	Status	Lot Sz (SF)	DOM	LP	\$/Lot Sz (SF)	SP	\$/Lot Sz (SF)
242 ROAD	N234287	S	0.00	178	\$649,900		\$550,000	
259 ROAD	N233614	S	0.00	120	\$1,000,000		\$900,000	
LOT 3 OLD FORT ROAD	N219258	S	0.00	610	\$1,550,000		\$1,435,000	
Total Listings				Avg	Avg	Avg	Avg	Avg
3				302	\$1,066,633		\$961,666	

Land Summary Statistics

	HIGH	LOW	AVERAGE	MEDIAN
LP:	\$1,550,000	\$419,000	\$899,800	\$824,950
SP:	\$1,435,000	\$550,000	\$961,666	\$900,000

BC Assessment

THIS IS NOT A TAX NOTICE.
TAX NOTICES ARE ISSUED BY YOUR TAXING AUTHORITY.

Area: //
Jurisdiction: 780 - Fort St John Rural
Roll: 008123.000
School District: 60

Neighbourhood: 210

CONFIDENTIAL PIN: 0000901622

2015 PROPERTY ASSESSMENT NOTICE

This Notice provides you with a general description of your property and an estimate of your property's value for assessment purposes. It also includes your property classification and entitlement to exemptions from taxation, if any apply. For most properties, the value is primarily based on real estate sales and market trends.

1 0929 EQUESTRIAN AVE
LOT(1), PLAN PG217708, PART NW 1/4, SECTION 28, TOWNSHIP 83, RANGE 18,
MERIDIAN W6, PEACE RIVER LAND DISTRICT, MANUFACTURED HOME REG.#
A04756
PID: 011-307-102

	VALUE	CLASS
LAND	410,000	
BUILDINGS	282,000	
ASSESSED VALUE	\$692,000	RESIDENTIAL
Less Exemptions	-692,000	
TAXABLE VALUE	\$11	

- 2014 assessed value (as of July 1, 2013) was \$726,000
- 2015 tax rates will be set in May. For tax information, please go to: gov.bc.ca/ruralpropertytax

IMPORTANT DATES

- **July 1, 2014**
Assessed value is estimated for most types of properties as of this date.
- **October 31, 2014**
Assessed value reflects property's physical condition and permitted use as of this date.
- **January 2 - February 2, 2015**
Review your property information and contact us with questions.
- **February 2, 2015**
Deadline for filing a Notice of Complaint (Appeal).

IMPORTANT APPEAL INFORMATION

You are encouraged to discuss your assessment with one of our appraisers before filing a formal Appeal.

To file online, please use the Notice of Complaint (Appeal) form available at bcassessment.ca. You can also mail, fax or hand deliver a Notice of Complaint (Appeal) to your local BC Assessment office.

Mailed Appeals must be postmarked on or before **February 2, 2015**. The deadline for filing by any means is **February 2, 2015**.

QUESTIONS?

Click "CONNECT" at bcassessment.ca or call **1-866-valueBC** (1-866-825-8322). During January, office hours are Monday to Friday, 8:30 am to 5:00 pm.

THE ASSESSMENT OFFICE FOR THIS PROPERTY IS:

Peace River Assessment Area
1112 - 103rd Ave
Dawson Creek BC V1G 2G7
27-80-780-008123.000

Phone: 1-866-825-8322 or 804-739-8588
Fax: 1-866-995-6209

THE OWNER/LESSEE OF THIS PROPERTY IS:

13660

8-07
NORTH PEACE LIGHT HORSE ASSOC 33/1 P1(E)
PO BOX 6423 STN MAIN
FORT ST. JOHN BC V1J 4H8

Before using information in this Notice for non-assessment purposes, please verify records with the Land Title and Survey Authority of British Columbia (ltsa.ca). Whenever words or expressions used in this Notice differ from wording of the legislation, the legislation shall prevail.

FOLLOW US



- ① Indoor Arena
- ② Outdoor Arena
- ③ Barn One
- ④ Barn Two
- ⑤ Hay Shed
- ⑥ Paved Ground
- ⑦ Track
- ⑧ Livestock Pens
- ⑨ Horse Pens
- ⑩ Pasture
- ⑪ " "
- ⑫ " "
- ⑬ " "
- ⑭ Trailer (horses)
- ⑮ Storage Shed
- ⑯ Shop/heatex
- ⑰ office "



December 17, 2015



North Peace Light Horse Assosication

Re: Peace River Regional District letter dated August 20, 2015

January 1 to December 31, 2015

Members	160
Users	350
Rural	135
Urban	375