



**PEACE RIVER REGIONAL DISTRICT
Rural Budgets Administration Committee Meeting**

A G E N D A

10:00 a.m., Thursday, May 21, 2015
at the Regional District Office Boardroom, 1981 Alaska Avenue, Dawson Creek, BC

1. **CALL TO ORDER:** *Director Hiebert to Chair Meeting*
2. **DIRECTORS' NOTICE OF NEW BUSINESS:**
3. **ADOPTION OF AGENDA:**
4. **MINUTES:**
M-1 Rural Budgets Administration Committee Meeting Minutes of April 16, 2015.
5. **BUSINESS ARISING FROM THE MINUTES:**
6. **DELEGATIONS:**
10:00am D-1 North Peace Cultural Centre (NPCC)
Margaret May, Connie Surerus, David Batterham, Karen Mason-Bennett
 - a) Business Plan – January 2015
 - b) Proposed Budget – 2015-219
 - c) Supporting Data – How the Cultural Centre is Used
 - d) NPCC Business Plan – Power Point
7. **CORRESPONDENCE:**

C-1 May 1, 2015 funding amendment from North Peace Historical Society.

C-2 April 22, 2015 letter from Sarah Terpstra requesting support for travel to provincial rodeo.

C-3 April 29, 2015 letter from the North Peace Seniors Housing Society requesting release of funds that were committed in December 2014.
8. **REPORTS:**

R-1 May 14, 2015 report from Trish Morgan regarding 2015 Recreational and Cultural Grants-in-Aid Area B and C Allocations.

R-2 May 12, 2015 report from Trish Morgan regarding 2015 Sub-Regional Recreational & Cultural Grants-in-Aid Allocations.

R-3 May 12, 2015 report from Trish Morgan regarding 2015 Area E West Recreational & Cultural Grants-in-Aid Allocations.

R-4 May 14, 2015 report from Trish Morgan regarding a funding amendment for Big Bam Ski Hill.

8. **REPORTS: (continued)**

R-5 May 4, 2015 report from Chris Cvik regarding the Peace River Cattlemen's Association – Livestock Protection Program.

R-6 May 15, 2015 report from Dan Ross, Protective Services Manager regarding request from District of Chetwynd for partial funding of fire apparatus.

R-7 Financial Report – April 2015

9. **NEW BUSINESS:**

10. **COMMUNICATIONS:**

11. **ADJOURNMENT:**



PEACE RIVER REGIONAL DISTRICT
RURAL BUDGETS ADMINISTRATION COMMITTEE
MEETING MINUTES

DATE: April 16, 2015

PLACE: Regional District Office Boardroom, Dawson Creek, BC

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

Staff
Chris Cvik, Chief Administrative Officer
Shannon Anderson, Deputy Chief Administrative Officer
Trish Morgan, Manager of Community Services
Fran Haughian, Communication Manager
Diana Mitchell, Recording Secretary

Guests
Peace River Cattlemen's Association re: D-1

- Mike McConnell
- Donald Dunbar
- Rene Ardill (10:17 a.m.)

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

NEW BUSINESS:

- C-1 Handout – Addition to C-1 re: Dawson Creek Sportsman's Club
- NB-1 Handout – Chetwynd Midgets Hockey Team
- NB-2 Handout – Blueberry Commune – Natural Gas Grant
- NB-3 Handout – Information about Cemeteries Rules
- NB-4 Discussion - Director Hiebert re: Tate Creek referendum

ADOPTION OF AGENDA:

April 16, 2015 MOVED by Director , SECONDED by Director ,
That the Rural Budgets Administration Committee agenda for the April 16, 2015 meeting,
including handouts, be adopted as follows:

1. CALL TO ORDER: *Director Sperling to Chair Meeting*
2. DIRECTORS' NOTICE OF NEW BUSINESS:
3. ADOPTION OF AGENDA:
4. MINUTES:
M-1 Rural Budgets Administration Committee Meeting Minutes of March 19, 2015.
5. BUSINESS ARISING FROM THE MINUTES:
6. DELEGATIONS:
10:00am D-1 Peace River Cattlemen's Association
Mike McConnell, Donald Dunbar, Rene Ardill
Re: Livestock Protection Program

ADOPTION OF AGENDA: (continued)7. CORRESPONDENCE:C-1 Dawson Creek Sportsman's Club

- a) April 8, 2015 – additional information requested at the March 19, 2015 RBAC Meeting
- b) December 17, 2015 – original grant request
- c) Answers to questions received at the March 19, 2015 RBAC Meeting

C-2 March 2015 correspondence from the Fort St. John Community Arts Council requesting funding support.

C-3 Director Sperling (no correspondence) re: Silver Willow 4-H Club clean-up of the Peace Valley

Lookout (in 2013 and 2014 \$1,500 from Electoral Area C BC Rail was approved).

C-4 January 30, 2015 invoice from UBCM regarding 2015 membership.

8. REPORTS:9. NEW BUSINESS:10. COMMUNICATIONS:11. ADJOURNMENT:MINUTES:

M-1
April 16, 2015 RBAC
Minutes

MOVED by Director Hiebert, SECONDED by Director Rose,
That the Rural Budgets Administration Committee Meeting Minutes of March 19, 2015 be adopted.

CARRIED.

DELEGATIONS:

D-1
Peace River Regional
Cattlemen's Assoc.
Mike McConnell, Donald
Dunbar, Rene Ardill

Peace River Regional Cattlemen's Association re: Livestock Protection Program

The delegation provided an update on the Livestock Protection Program. Topics included:

- program results
- provincial program
- verifiers
- future costs of program

A question and answer period ensued.

MOVED by Director Goodings, SECONDED by Director Rose,
That the Rural Budgets Administration Committee approve \$50,000 each from Electoral Areas B, C, D and E Fair Share, for a total of \$200,000 to the Peace River Regional Cattlemen's Association for 2015 funding of the Livestock Protection Program; and that, in light of the Fair Share negotiations with the province, further funding of the Program be referred to staff to report back on.

CARRIED.

CORRESPONDENCE:

C-1
Dawson Creek
Sportsman's Club funding
request

MOVED by Director Hiebert, SECONDED by Director Goodings,
That the December 17, 2014 grant request and additional information from the Dawson Creek Sportsman's Club, regarding funding toward its indoor range project, be deferred until Fair Share negotiations with the Province have been completed.

CARRIED.

CORRESPONDENCE: continued

C-2
FSJ Community Arts Council

MOVED by Director Goodings, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee approve a grant of \$125 each from Electoral Areas B and Area C BC Rail, for a total of \$250 to the Fort St. John Community Arts Council to assist in providing programs.

CARRIED.

C-3
Silver Willow 4-H

MOVED by Director Sperling, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee approve a \$1500 Electoral Area C BC Rail Grant to the Silver Willow 4-H Club for 2015 clean-up of the Peace Valley Lookout site.

CARRIED.

C-4
UBCM Membership

MOVED by Director Hiebert, SECONDED by Director Rose,
That the Rural Budgets Administration Committee approve payment of \$10,807.39 from the Legislative Electoral Areas Budget-Membership, to the Union of BC Municipalities for 2015 annual membership dues.

CARRIED.

NEW BUSINESS:

NB-1

Receive.

NB-2
Blueberry Commune

MOVED by Director Goodings, SECONDED by Director Rose,
That following receipt of a Natural Gas Extension Grant Application from the Blueberry Commune, the Rural Budgets Administration Committee approve a \$5,000 Natural Gas Extension Grant to the Commune.

CARRIED.

Director Goodings noted that she will contact representatives from the Blueberry Commune to advise them of the Natural Gas Extension Policy and the amount that is available to them.

NB-3

Receive.

NB-4

Tate Creek Community Centre
Director Hiebert reported that there is a group in Tomslake interested in going to referendum again to establish a service area for the purpose of providing a financial contribution for the operations of the Tate Creek Community Centre. The following points were made:

- the referendum failed less than 6 months ago – what has changed since then
- costs of last referendum were almost \$18,000 and were borne by all the Regional District tax payers as it failed
- the referendum could be tied into the regional district water function referendum taking place this fall – this would likely be a cost saving
- there could be backlash from the community in bringing back a referendum that failed once - voting the second time on a failed referendum usually results in another fail
- suggest the interested group look into doing a business plan

Director Hiebert noted that he would be meeting with the interested group.

COMMUNICATIONS:

The following comments were made:

- Silver Willow 4-H Club: request the Club send some photos of the clean-up at the Peace Valley Lookout to include in a publication
- Livestock Protection Program: staff will work on wording and joint messaging with the Peace River Cattlemen's Association
- Fort St. John Trade Show: the kitchen-like set up of the PRRD booth was done by the Fort St. John Museum – the layout was well received;
 - suggestion was made that the booth include some information on current initiatives like the GeoPark in Tumbler Ridge

ADJOURNMENT:

The Chair adjourned the meeting at 11:30 a.m.

Director Sperling, Meeting Chair

Diana Mitchell, Recording Secretary



PEACE RIVER REGIONAL DISTRICT

Recreation and Cultural Grants-in-Aid Schedule "D" – Funding Amendment

APPLICANT INFORMATION		
Name of Organization: North Peace Historical Society		Date: May 1, 2015
Contact: Heather Sjoblom		Phone: 250-263-7822
Mailing Address: 9323 100 Street, Fort St. John, BC V1J 4N4		
Email: fsjnpmuseum@fsjmail.com		Fax: Click here to enter text.
PROJECT TO PROVIDE FUNDS		
Year Funds Granted: 2014		Have you completed this project? Yes
Current Project Description: <i>(project for which funds were originally applied for)</i> The North Peace Historical Society received \$11,500.00 (\$5,750.00 from Area B and \$5,750 from Area C) for installing instant hot water and for insurance. The insurance was paid in the fall of 2014. Instant hot water was installed along with our accessibility expansion in early 2015.		
Amount Granted: 11,500.00		Amount to Reallocate: \$2,834.50
PROJECT TO RECEIVE REALLOCATED FUNDS		
TOTAL Cost of New Project: \$2834.50		
Proposed New Project/Operational Expense: <i>(reason for request and description of project, project budget)</i> The North Peace Historical Society would like to reallocate the remaining funds for the installation of four in-floor electrical sockets and signage. The installation of floor plugs will cost about \$1995 including GST (see attached quote). These floor plugs will enable us to light up certain exhibits and will bring the museum's electrical up to code. The remaining funds will go towards graphically designed interpretive signs around the museum. I've attached a quote from Image Build as an example of what one large graphically designed sign and printing can cost. The leftover funds following the floor plug installation would go to cover this sign and others around the museum.		
FOR OFFICE USE ONLY		
Funds Remaining: (showing last 3 years)	Current Project Name: Instant Hot Water/Insurance	Amount Available = \$2,834.50
	<u>2013</u> Project Name: Sea Cans/Roofing Project	Amount Available = \$ 629.75 (Area C)
	<u>2012</u> Project Name: Fire Permit/Furnace Upgrades & Maintenance	Amount Available = \$ 0
Total Unused Funds = \$3,464.50		
Notes: All 2013 and 2014 projects are now completed.		

Larstone Electric Inc.

P.O. BOX 6861

FT.ST.JOHN, B.C. V1J 4J3

PH. (250) 785-0889

FAX (250) 785-9987

APRIL 30, 2015

TO: NORTH PEACE HISTORICAL SOCIETY

RE: PROPOSED FLOOR RECEPTACLES

ATT'N: HEATHER LONGWORTH

YOUR PRICE IS: \$ 1,900.00 + GST
(NINETEEN HUNDRED DOLLARS)

SCOPE OF WORK

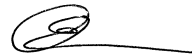
1. INSTALL 4 ONLY - FLUSH FLOOR RECEPTACLES IN DESIGNATED LOCATIONS
2. CONNECT TO EXISTING 120V POWER IN CRAWLSPACE

NOTES ON WORK

- PRICE BASED ON NORMAL WORKING HOURS
- PRICE IS VALID FOR 30 DAYS

WE THANK YOU FOR THE OPPORTUNITY TO PRICE THIS PROJECT AND LOOK FORWARD TO YOUR RESPONSE. SHOULD YOU REQUIRE ADDITIONAL INFORMATION PLEASE DON'T HESITATE TO CONTACT US.

SINCERELY,



ANDREW LARSTONE
LARSTONE ELECTRIC INC.

May 21, 2015

The Image Build Team (0809887 B.C. Ltd.)
 PO Box 6636
 Fort St. John BC V1J 4J1



p. 250.663.8839 | info@imagebuild.ca

North Peace Historical Society
 Heather Longworth
 9323 100th Street
 Fort St. John BC V1J 4N4

Estimate # 0007709
 Estimate Date March 9, 2015
Estimate Total \$368.75 CAD

Item	Description	Unit Cost	Quantity	Line Total
	Exhibit Design and Printing	0.00	0	0.00
	----- MA MURRAY -----	0.00	0	0.00
DESIGN	Standard Design Rate:	235.00	1	235.00
	Standard Design Rate: Exhibit layout, 1 layouts	0.00	0	0.00
	30" w x 36" h WALLMOUNT	0.00	0	0.00
	-----	0.00	0	0.00
	PRINTING FEES: full colour, full bleed, vinyl print on 3mm Sintra backing	122.00	1	122.00
	Resale Item: 36 x 36 (cut to 30w x 36h)			
Subtotal				357.00
GST (83084 1953 RT0001) 5%				11.75
Estimate Total				\$368.75 CAD

Terms

50% deposit required at project start. Remainder due at Project Completion. All projects & products are governed by Image Build Team Terms & Conditions (available at www.imagebuild.ca or by request)

Custom order products (ex: business cards, brochures) may require full payment at time of order.

We accept the following forms of payment: Business Cheque, Visa, MasterCard and online payment.

100% Money Back Satisfaction Guarantee! Ask us for details!

2.5% service fee after 30 days. Any applicable discounts are valid only if account(s) are kept current.

May 21, 2015

April 22, 2015

Rural Budget Administration Committee



Good day, my name is Sarah Terpstra, I am 16 and a BC High School Rodeo contestant. I compete in 8 events which include barrels, poles, goat tying, team roping, breakaway roping, cutting, shooting and Queen. So far I have qualified in at least one event to go to provincials. This event would be Queen, I will be representing the north region against the south region. If I should win this I will then be going on to Rock Springs Wyoming for Nationals. There is a very good possibility that I will qualify in other events but Queen is very exciting venture. All contestants in High School Rodeo are responsible for their own expenses for travel to all rodeos. As I live with my mom and she is the soul earner in our family sometimes it is a stretch to get me there but she does it. I would like to be able to help her out by being the best I can and to get sponsorship and grants to lessen the financial strain.

I also volunteer at the North Peace Ride for Disabled and have done so for the last 7 years. I home school and am doing well starting my grade 12 this spring. This will put me about 6 months ahead for graduation. I am starting my own small home business venture and am very excited about it. My dream is to carry on in the horse world as an arena and boarding facility owner.

BCHSR is a wonderful sport where you learn responsibility and make lifelong friends.

If I were to receive these funds it would go to fuel, entry fees and parking slots for provincials and possibly Nationals.

My address is 5842-242 road in Baldonnel

I am hoping you will consider me for this travel grant, I am a strong competitor and will represent well.

Thank you for your consideration

Sarah Terpstra



This is from my trip to Nationals in 2014.

May 21, 2015



NORTH PEACE SENIORS HOUSING SOCIETY

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

April 29th, 2015

Office of the Electoral Area Directors
Peace River Regional District
Box 810, Dawson Creek, BC
V1G 4H8

Dear Ms. Goodings and Mr. Sperling;

RE: Fair Share Commitment of monies for Apartment 4- Phase 2

This letter is written in response to your letter dated January 15, 2015. I am attaching for you our finalized budget for the project as well as our cash flow analysis to 2027. I have also included for you confirmation of our bank and investment balances. Below is a summary of our accounts and what we have already spent to date.

New Development Account

NPSCU	\$698,317.69
GIC Investment	\$463,930.38
	<u>\$1,162,248.07</u>

Total amount spent
to April 29, 2015

City Spaces	\$35,155.33
Alpine windows	\$1,490.43
Stepper Apt 3	\$5,250.52
BLK Engineering	\$75,616.81
WL	\$244,058.56
Mailboxes	\$2,097.60
Amon Electric	\$5,507.92

TOTAL spent to date

\$369,177.17

As you can see, the Project Budget is \$1,923,075 less PRRD commitment of \$500,000, which leaves the North Peace Seniors Housing Society commitment of \$1,416,075 which is summarized above.

We have met the conditions outlined in your letter, and we look forward to receiving the funds committed by PRRD to help us achieve our renovation project for our opening on August 1, 2015.

Yours truly,

Gail Weber, Chairperson
NPSHS

~KW~gw

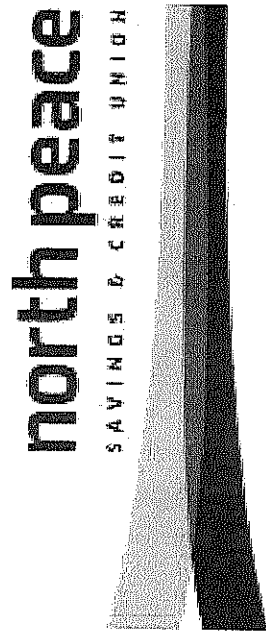
Providing Attractive & Affordable Housing for the Seniors of Fort St. John & Area Since 1966

May 21, 2015

NORTH PEACE SENIORS HOUSING SOCIETY
Cash Flow Analysis
Building Four Renovation

Assumptions	Total Units	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Small One Bedroom Units (< 400 sf)	15	153,000	157,530	162,318	167,187	172,203	177,369	182,690	188,171	193,816	199,630	205,619	211,788	218,141
Medium One Bedroom Units (400 to 500 sf)	6	68,400	70,452	72,566	74,743	76,985	79,294	81,673	84,123	86,647	89,246	91,924	94,682	97,522
Large One Bedroom Units (> 500 sf)	3	39,600	40,788	42,012	43,272	44,570	45,907	47,284	48,703	50,164	51,669	53,219	54,816	56,460
Two Bedroom Units (2 BD, 1 BA)	2	33,600	34,608	35,646	36,716	37,817	38,952	40,120	41,324	42,563	43,840	45,158	46,510	47,906
Total	26	(2,946)	(2,280)	(2,349)	(2,419)	(2,492)	(2,567)	(2,644)	(2,723)	(2,805)	(2,889)	(2,975)	(3,065)	(3,157)
Operating Cost Increases	Per annum													
Operating Expenses Increase	2.5%													
Residential Rent Increase	3.0%													
Property Tax Increase	4.0%													
Caretaker/Mince Salary Increase	2.0%													
Contingency for Vacancy Loss	1.0%													
Revenues	PUPM Rents	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Small One Bedroom Units (< 400 sf)	850	153,000	157,530	162,318	167,187	172,203	177,369	182,690	188,171	193,816	199,630	205,619	211,788	218,141
Medium One Bedroom Units (400 to 500 sf)	950	68,400	70,452	72,566	74,743	76,985	79,294	81,673	84,123	86,647	89,246	91,924	94,682	97,522
Large One Bedroom Units (> 500 sf)	1,100	39,600	40,788	42,012	43,272	44,570	45,907	47,284	48,703	50,164	51,669	53,219	54,816	56,460
Two Bedroom Units (2 BD, 1 BA)	1,400	33,600	34,608	35,646	36,716	37,817	38,952	40,120	41,324	42,563	43,840	45,158	46,510	47,906
Less Contingency for Vacancy Loss		(2,946)	(2,280)	(2,349)	(2,419)	(2,492)	(2,567)	(2,644)	(2,723)	(2,805)	(2,889)	(2,975)	(3,065)	(3,157)
TOTAL REVENUES		291,654	301,158	310,192	319,498	329,083	339,956	349,124	359,598	370,386	381,497	392,942	404,731	416,873
Expenditures	PUPM	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Wages & Benefits:														
Administration	62.50	19,500	19,988	20,487	20,999	21,524	22,062	22,614	23,179	23,759	24,353	24,962	25,586	26,225
Janitorial	34.57	10,786	11,055	11,332	11,615	11,906	12,203	12,508	12,821	13,141	13,470	13,807	14,152	14,506
Maintenance	72.34	22,570	23,134	23,713	24,306	24,913	25,536	26,174	26,829	27,499	28,187	28,892	29,614	30,354
Administration Expenses	34.53	10,773	11,043	11,319	11,602	11,892	12,189	12,494	12,806	13,126	13,454	13,791	14,136	14,489
Maintenance (incl. Emerg. Call System)	134.13	41,849	42,686	43,539	44,410	45,298	46,204	47,128	48,071	49,032	50,013	51,013	52,033	53,074
Insurance	44.03	13,737	14,081	14,433	14,794	15,163	15,543	15,931	16,329	16,738	17,156	17,585	18,025	18,475
Property Tax - assume exemption	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0
Utilities - Electricity	61.75	19,266	19,748	20,241	20,747	21,266	21,798	22,343	22,901	23,474	24,061	24,662	25,279	25,911
Utilities - Garbage	6.52	2,034	2,085	2,137	2,191	2,245	2,302	2,359	2,418	2,479	2,540	2,604	2,669	2,736
Utilities - Heating & Hot Water	97.05	30,280	31,037	31,813	32,608	33,423	34,259	35,115	35,993	36,893	37,815	38,760	39,729	40,723
Utilities - Water & Sewer	29.45	9,188	9,418	9,654	9,895	10,142	10,396	10,656	10,922	11,195	11,475	11,762	12,056	12,357
Other General Expenses (not incl. mortgage)	10.00	3,120	3,198	3,278	3,360	3,444	3,530	3,618	3,709	3,801	3,896	3,994	4,094	4,196
Subtotal	586.87	183,103	187,472	191,945	196,526	201,217	206,021	210,941	215,979	221,138	226,421	231,831	237,372	243,046
Replacement Reserve	90.00	28,080	28,080	28,080	28,080	28,080	28,080	28,080	28,080	28,080	28,080	28,080	28,080	28,080
TOTAL EXPENSES	676.87	211,183	215,552	220,025	224,606	229,297	234,101	239,021	244,059	249,218	254,501	259,911	265,452	271,126
Cash Flow (NOI before mortgage)		80,471	85,606	90,167	94,892	99,786	104,854	110,104	115,539	121,168	126,997	133,031	139,279	145,746
Financing - Mortgage	0.00	0	0	0	0	0	0	0	0	0	0	0	0	0
Cash Flow - No Replacement Reserve		108,551	113,686	118,247	122,972	127,866	132,934	138,184	143,619	149,248	155,077	161,111	167,359	173,826
Accumulated Cash Flow - No Replacement Reserve	ROI 7.7%	108,551	222,236	340,484	463,456	591,321	724,256	862,439	1,006,059	1,155,307	1,310,383	1,471,494	1,639,853	1,812,679
Cash Flow - With Replacement Reserve		80,471	85,606	90,167	94,892	99,786	104,854	110,104	115,539	121,168	126,997	133,031	139,279	145,746
Accumulated Cash Flow - With Replacement Reserve	8.7%	80,471	166,076	256,244	351,136	450,921	555,776	666,879	784,419	902,587	1,029,583	1,162,613	1,301,839	1,447,939
	1.9%													

Prepared by CitySpaces Consulting Ltd.



Last logged in on Mon, Apr 13, 2015, 11:28 AM, PDT via Online Banking.

Account Summary

Account: 493890

All 493890 576652

Membership 493890

Account Name	Line of Credit	Available Balance	Balance
<u>Chequing - Organization 101</u>			\$369,360.20
<u>Platinum Plan 200</u>			\$37,791.56
<u>Platinum Plan Sub 1 201</u>			\$29,582.49
<u>Platinum Plan - Capital 202</u>			\$369,059.91
<u>Donations 203</u>			\$2,326.33
<u>New Development Fund 204</u>			\$698,317.69
<u>Membership Equity Shares 391</u>			\$51.42

Scheduled Bill Payments

May 21, 2015



North Peace Seniors Housing Society
101 - 9819 108 Avenue
Fort St John BC V1J 5S4

Report
as of Wednesday, April 29, 2015

GICdirect Financial Svcs
Suite 101 1175 Cook St.
Victoria BC V8V 4A1

Head Office

Advisor
Kimberli Grant
Phone: (250)785-7575
Fax: (250)785-1677
Email: fci@fsjmail.com

Plans Summary

Description	Market Value Apr 29, 2015
OPEN (Individual)	\$463,930.38
Total	\$463,930.38

Your OPEN (Individual) Account

Opened In: Client Name
Plan Id: 2510

Account Summary of investments

Term Deposits	Start Date End Date	Certificate # FI Reference #	Principal	Maturity	Rate (%)	Market Value Apr 29, 2015
ENTEGRA CREDIT UNION - 1 YR	Dec 24, 2014 Dec 24, 2015	110280483550	\$287,894.27	\$292,932.42	1.75 %	\$289,633.47
ENTEGRA CREDIT UNION - 1 YR	Feb 11, 2015 Feb 11, 2016	110280492551	\$173,728.84	\$176,421.64	1.55 %	\$174,296.91
Total						\$463,930.38

** Indicates the value of the investment at the beginning of the day using the previous business date's closing price.



PEACE RIVER REGIONAL DISTRICT

Office of the Electoral Area Directors

January 15, 2015

Ms. Gail Weber, Chairman
North Peace Seniors Housing Society
Suite 101, 9816-108th Avenue
Fort St. John, BC V1J 5S4

Via Email: npshts@fsjmail.net

Dear Ms. Weber:

At its December 18, 2014 meeting the Rural Budgets Administration Committee received the July 2014 report prepared for the North Peace Seniors Housing Society providing a building case analysis for the Building 4, Phase 2 project.

Electoral Area B and Electoral Area C are pleased to commit funds toward this initiative. The Committee is in support of the commitment and passed a resolution, with the following terms, to that effect:

"That the Rural Budgets Administration Committee approve an Electoral Area B Fair Share commitment of \$250,000 (25 units at \$10,000 each) and an Electoral Area C Fair Share commitment of \$250,000 (25 units at \$10,000 each) for a total commitment of \$500,000 to go toward Phase 2 of the North Peace Care Centre in Fort St. John; further, that the funding be conditional on receipt of: a) a report with confirmation all other capital funding is secured; and b) a five year operational budget with funding confirmation".

When you have the budget finalized and the balance of the funds for your project in place please contact our office regarding release of the funds. If you require any additional information please contact Kim Frech, Chief Financial Officer, at 250.784.3221 or Kim.Frech@prrd.bc.ca.

Yours truly,

Karen Goodings,
Electoral Area B Director

Brad Sperling,
Electoral Area C Director

PLEASE REPLY TO:

☒ BOX 810, DAWSON CREEK, BC V1G 4H8 TELEPHONE: (250) 784-3200 or (800) 670-7773 FAX: (250) 784-3201 EMAIL: prrd.dc@prrd.bc.ca
☐ 9505 100 STREET, FORT ST. JOHN, BC V1J 4N4 TELEPHONE: (250) 785-8084 Fax: (250) 785-1125 EMAIL: prrd.fsj@prrd.bc.ca

May 21, 2015

**NORTH PEACE CULTURAL CENTRE
BUSINESS PLAN
January 2015**

The North Peace Cultural Society (NPCS) is a non-profit organization tasked with overseeing the operation of the North Peace Cultural Centre (NPCC) on behalf of the City of Fort St John. The NPCS board is an impartial and independent group made up of residents, artists and art appreciators from various walks of life.

On December 17, 2014, the North Peace Cultural Society held its Annual General Meeting which was attended by more than 70 members, by far the highest attendance at any AGM in the history of the Cultural Centre. From this meeting a new board of directors was selected, consisting of 9 new directors and 4 who had served on the previous board. It was clear from the meeting that the membership demands a change in direction from the management of the Cultural Centre. The new board has accepted this mandate and has been working hard to repair relationships with stakeholders and to start to put the Centre on a sound financial footing moving into the future.

The most significant partnership in the operation of the Cultural Centre is with the City of Fort St. John; the City is the owner and largest funder of the facility. One of the first orders of business as for the new board is to provide the business plan for the Cultural Centre that has long been requested by the city. This plan clearly indicates the commitment of the current board and is a first step in rebuilding a strong and positive partnership with the City to fulfill our role as stewards of this important community facility.

North Peace Cultural Society Mission Statement

To provide a diverse range of arts and cultural activities and experiences for the people of the North Peace Region through the operation of the North Peace Cultural Centre.

As stated in the Fort St John Community Plan, the City of Fort St. John has a social contract with the residents of the region to “create a thriving arts, culture and entertainment experience through facilities, programs, partnerships and resources” and “encourage arts and culture development through improving access to cultural space and facilities.” The North Peace Cultural Society is firmly committed to supporting the City in this goal by providing quality, affordable performance and display space for local and non-local artists, innovative community programming and actively fostering community partnerships designed to further arts and culture within the community.

This business plan contains:

- An outline of the current strengths of the Cultural Centre and the challenges we face going forward.
- An action plan intended to deal with immediate and pressing issues.
- A three-year operating plan
- A five-year operating plan
- A proposed Five-year budget

Review of the Cultural Centre**Challenges Facing the Cultural Centre**

- The Cultural Society board must deal immediately with the problems created by the sudden departure of management personnel, leaving the Society without financial statements for a complete audit
- It is necessary to institute changes to important processes and procedures
 - Delays in financial reporting and completion of year end
 - Erosion of community relations, loss of public confidence and trust
 - Lack of training and morale among staff
- Long term viability of the building
 - Need a long term plan to deal with regular wear and tear on the facility
 - Theatre seats
 - Dance room floor
 - Larger, structural issues are under the authority of the city
 - NPCSC will cooperate and collaborate on large projects
- Increased community demands
 - Increasing population
 - Need for more capacity – space, services, programming
- Ensuring that the Centre is running effectively and efficiently
 - Hiring competent and qualified leaders and staff
 - Increasing staff engagement and retention
 - Efficient and responsive administration
 - Building and retaining an engaged, effective board
 - Financial and organizational transparency
 - Consistent policy
 - Making sure that all available space is being used to its fullest potential
- Continuing to provide innovative and creative programming services
 - Responding quickly and effectively to changing community needs
- **Funding** – Effectively accessing potential funding sources such as grants and corporate sponsorships.

- Competing for limited funding resources
- Promoting recognition of the value of the arts; there is a need to promote the arts and demonstrate the value of the arts to a community.

Current Strengths

- A quality performance space to showcase artists, both local and professional
- The centre provides a community gathering place
 - Space for meeting, celebration, classes, entertainment, recreation, socializing, entertainment, reading and art appreciation
 - Diverse in its services
- Central location, visible and easily accessible
 - Perfect complement to the City's downtown revitalization plans
 - Houses the Fort St. John Public Library and Peace Gallery North
- Strong support and investment from the community as evidenced by the high attendance at the 2014 Annual General Meeting.
 - People care enough to rally together when problems became apparent at the Centre.
 - The Cultural Centre has a large, natural support system, consisting of local artists and arts groups, which encompasses thousands of people in the community
 - Arts Council and its member groups
 - Non-profit arts and culture groups such as Stage North, FSJ Dance Society, Northern Dance Society, Fort St. John Irish Dance Society, Flying Colours Art Group, the Federation of Canadian Artists, Peace River North Festival, North Peace Community Choir, Northern Lights Youth Choir, Northern Winds Community Band, School District 60 Band program, Fort St. John Country Quilters, North Peace Music Teachers
 - Independent musicians and visual artists, dance studios, schools
- The structure of Cultural Center Management, governed by a board at arms-length from the municipal government, has the potential to be effective and responsive to community needs.
- The Cultural Centre is seen as belonging to the community and residents feel a sense of ownership.

Action Plan

Immediate Steps/First Year

Financial Issues: First priority

- Complete year-end financial statement from 2013-2014
- Complete audit in cooperation with the City
- Complete Revenue Canada Charitable Tax Return
- Thorough review of all financial issues
 - Business Plan
 - Pay outstanding bills, file GST and PST
 - Review contracts and fees and bring up to date all invoicing and payments

Look for additional sources of funding

- Connect with local businesses
- Collaborate with potential partners such as the Library, the Community Arts Council and other stakeholders.
- Look for potential grants.

Administration

- **Hire new Executive Director** and other essential staff including Business Manager
 - Have formed an HR committee to update job descriptions and start hiring process
 - In the short term, Cultural Society co-chairs, Connie Surerus and David Batterham, are supervising the running of the Centre.
 - Oliver Hachmeister has been hired for a six month term as interim assistant manager
 - His extensive experience at the Cultural Centre has allowed him to step in immediately to take over the day to day management
- Improve and enhance internal operations through effective management and building good relations with staff and union.
 - Professional development: Provide training and support for staff
 - Help staff to respond to the public effectively. An informed and knowledgeable staff can deal better with any questions and problems that may arise
 - Improve communication with stakeholders; respond quickly and clearly to any issues.
 - Prepare contracts and issue invoices and box office payments in a timely manner
- Review and adjust rental rates to reflect actual costs, offer fair, reasonable and consistent rates without fear of sudden and very large increases.
 - Conduct market research on comparable services
 - Invite user groups to come back to the Cultural Centre
- Review and renew agreement with the City
 - Determine the roles and responsibilities of each party

- New library contract
 - Library has been without a contract since 2013
 - Negotiating committee has been formed and had met with the library board
 - After a review of the actual costs, the board has decided not to ask for an increase in rent from the library at this time
 - Mend relationship with Library board

Board development

- Create policy and clarify the roles of the board and staff so that this and future boards will have a full understanding of their responsibilities
- Recruitment and retention

Improving Community Relations

- The NPCs and Centre management need to continue to develop their relationship with their stakeholders, develop the interest of new stakeholders, engage with the community, and develop an outreach program to encourage greater community use of the Centre.
 - Conduct market survey of stakeholders
- We recognize that one of the foundations of the future success of the Cultural Centre is the support of the local arts community
- We need to be responsive to the needs and wishes of the community as a whole and make the Cultural Centre welcoming and accessible to all residents of the region.

➤ Actions:

- Improve communication from the board to the membership and the public through:
 - Open meetings and regular newsletters
 - Encourage Society membership and invite stakeholders to become involved
 - Partner with Arts Council to hold public discussions on the future of the Cultural Centre to foster community engagement and build on the momentum of the membership surge leading to the AGM.
 - With improved relationships with community stakeholders, the Cultural Centre can draw on the strengths of these connections. For example:
 - The Arts Council has a role to connect and communicate with artists and arts groups and can be a valuable source of information and feedback.
 - User groups can provide valuable community connections for fundraising and building audiences
 - There is no intention to treat other organizations as rivals for influence in the arts, but rather as partners in fostering arts and culture for the overall good of the people of this region
- Cultural Centre will be open on Mondays and through July
 - Capitalize on tourist season for the Art Gallery and Café and improve accessibility to the box office

Improve public image and promote the Centre

- Update and upgrade the website
- Effectively utilize media channels
- Look after routine repairs and maintenance.

○

Look for additional sources of funding

- Connect with local businesses
- Collaborate with potential partners such as the Library, the Arts Council and other stakeholders.
- Look for potential grants.

Three-year Plan

Continue from first year plan to improve operations, efficiency and public relations

- Continue to establish best business practices
- Continue to engage community and promote arts and culture
- Maintain vigilance over financial matters
- Bring in professional acts that will provide a balance between popular, profitable performances with those meant to broaden the local artistic experience
 - The Cultural Centre has a role to educate and expose the community to many different styles of performance, while planning carefully to ensure that this does not cause an undue financial strain on the Centre.
 - We will seek sponsorship to bring in acts that may not be profitable through ticket sales alone. (eg. The Irish Rovers – popular but expensive)

Capitalize on upcoming events and celebrations

- Provincial Performing Arts Festival in 2016
- Many celebrations in 2017, providing grant opportunities:
 - 25th anniversary of the Cultural Centre
 - 40th anniversary of Stage North
 - 50th anniversary of the Arts Council
 - 75th anniversary of the building of the Alaska Highway
 - 150th anniversary of Confederation

Strategic Planning

Continue to build on efforts to increase general usage of the Centre

- Pre-school expansion: Evaluate the possibility of expanding the pre-school to 5 days a week; strong potential created by many young families in the community
- General expansion of programs: Play arts, Artspace, Art Gallery programs

- Increase activity from user groups: With reasonable, consistent rates and quality customer service, local arts groups will use the Centre as it was meant to be used, as a presentation centre for all local artists
- Use of meeting rooms to full capacity through meetings, conferences and special events

Funding:

- Continue to build relationships with the local business community
 - Use connections with user groups
- Seek sponsorships for specific projects, programs and events
- Actively seek and pursue grant opportunities
 - Community Gaming
 - Community Presenters – Regain standing
 - Grants tied to special events
 - Infrastructure grants (eg. Marquee)

We will continue to tap into the energy and spirit of the region and build on a very inclusive and supportive arts community

Five Year Plan

We will continue to build on the progress from our 1 and 3 year plans

- Continue to improve capacity and see the Centre fully booked and consistently busy.
- Create contingency fund to use for improvements and necessary maintenance.
 - Use Capital surcharge for the intended purpose – improving the centre
 - Add to the fund every year
- Partner with the City to maintain and improve the Centre in accordance with the community plan
 - *Council will support existing performance facilities to promote arts activity and awareness with the community and its residents.*
- Seek sponsorships and other funding for Centre improvements
 - Major sponsor can put their name to specific projects
 - Marquee for the front of the Centre
 - Theatre upgrades
 - Dance room floor
 - Investigate possible naming rights with permission from the City.
- Seek matching funds for building improvements
- Continue to collaborate and build partnerships with stakeholders to maximize fundraising projects and opportunities
- Council will partner with local organizations to secure funding if new cultural space is required
- Begin planning for long-term expansion of the Centre in partnership with the City
“Identify opportunities for facility additions, upgrades and/or replacement”

North Peace Cultural Centre Proposed Budget: 2015-2019

Revenue

Revenue Source – Yr. end June 30	2015	2016	2017	2018	2019
City of Fort St. John	208,000	194,000	184,000	174,500	169,765
District of Taylor	14,000	14,000	14,700	14,700	14,700
Peace River Regional District	42,187	42,187	44,296	44,296	44,296
Other	6,000	14,000	22,000	25,000	20,000
Total Grants	270,187	264,187	264,996	258,496	248,761
ATM User Fees	2,000	2,100	2,205	2,315	2,431
Bar Sales	8,000	10,000	15,000	15,000	15,000
Gaming	15,000	15,000	15,000	15,000	15,000
Box Office	65,000	80,000	90,000	90,000	88,000
Café	12,000	12,000	12,000	12,000	12,000
Capital Surcharge	16,000	18,000	20,500	20,500	19,000
Class Registrations	93,000	105,000	110,000	115,000	115,000
Commissions - tickets	13,000	15,100	17,000	17,000	16,700
Donations/Fundraising	33,000	45,000	75,000	75,000	70,000
Funding - special project/events		8,000	60,000	25,000	
City matching funds		8,000	60,000	25,000	
Gallery Artists	26,000	35,000	45,000	45,000	42,000
Interest and Sundry		100	200	500	800
Recoveries	25,000	25,000	25,000	25,000	25,000
Rent - equipment	8,000	10,000	12,000	12,000	13,000
Rent - library	70,000	70,000	70,000	70,000	70,000
Rent - meeting rooms	53,000	56,000	58,000	58,000	58,000
Rent - theatre	43,000	45,000	50,000	50,000	50,000
Total Other Revenue	482,000	559,300	736,905	672,315	611,931
Total Revenue	752,187	823,487	1,001,901	930,811	860,692
Total Expenses	751,000	804,050	978,800	904,100	848,825
Profit/Loss	1,187	19,437	23,101	26,711	11,867
Facility Improvement Fund		\$5,000	\$20,000	\$20,000	\$10,000
Special projects		Marley Floor	Marquee	2017 events	

North Peace Cultural Centre Proposed Budget: 2015-2019

Expenses

Expenses	2015	2016	2017	2018	2019
Accounting	15,000	15,000	15,000	15,000	15,000
Advertising	30,000	32,000	35,000	35,000	32,000
Amortization	18,000	10,000	5,000	8,000	10,000
Artspace instructors	35,000	40,000	45,000	45,000	45,000
Bar supplies	3,000	3,300	4,500	4,500	4,200
Credit card commission	15,000	18,400	20,700	20,700	20,240
Commercial concert artist	30,000	40,000	60,000	60,000	55,000
Contract services	25,000	20,000	15,000	15,000	15,000
Donation and discounts	500	500	500	500	500
Insurance	10,000	12,000	12,000	12,000	12,000
Interest and service charges	1,500	1,500	1,500	1,500	1,500
Maintenance - building	40,000	50,000	50,000	40,000	40,000
Maintenance - equipment	5,000	10,000	10,000	8,000	8,000
Maintenance - supplies	10,000	12,000	12,000	12,000	12,000
Special projects		16,000	120,000	50,000	
Memberships & Subscriptions	2,000	2,000	2,000	2,000	2,000
Office and Sundry	23,000	24,150	27,000	25,300	26,625
Photocopy	5,000	4,000	3,000	3,000	3,000
Postage and freight	1,000	1,000	1,000	1,000	1,000
Promotion	2,000	2,000	3,000	3,000	2,000
Rental	1,500	1,500	2,000	1,500	1,500
Supplies	15,000	16,500	18,000	18,000	18,230
Telephone	10,000	10,500	10,700	11,000	11,330
Travel (2010 - moving)	4,000	4,000	4,000	4,000	4,000
Utilities	60,000	61,200	62,400	63,600	64,200
Wholesale goods	4,500	4,500	4,500	4,500	4,500
Wages and benefits	385,000	408,000	435,000	440,000	440,000
Total Expenses	751,000	820,050	978,800	904,100	848,825
Special projects		Dance floor	Marquee	2017 events	

How the Cultural Centre is Used

Theatre – Local Groups	Participants	Audience	Days
Stage North	75	1,171	28
Studio 2 Stage/NDTS	300	2,200	5
Move Dance	80	1,032	3
CDC	80	600	3
PRN Festival	600	2,500	8
Bert Ambrose	30	800	2
SD 60 Band	280	800	2
SD 60 Speech	30	80	1
North Peace School	50	1,400	14
Dr. Kearney School	30	1,200	7
Bert Bowes School	30	200	3
CM Finch	40	400	1
Music Teachers	60	200	2
Northern Winds	25	200	2
Choir	75	400	1
S.U.C.C.E.S.S.	5	400	1
Bodybuilding & Fitness Show	75	826	1
Total Annual Shows	1,865	14,409	84
Messiah	100	400	1
Nutcracker	50	625	6
Total Theatre use - local organizations	2,015	15,434	91

Theatre - Professional	Audience	Days
Oscar Lopez & James Keelaghan	172	1
The Once	175	1
Maeve McKinnon	76	1
Lorne Elliot	204	1
Corb Lund	409	1
Strawberry Shortcake	639	1
Chilliwack	317	1
Dora the Explorer Live	826	1
Tom Cole Country Concert	666	2
Woody Holler & his Orchestra	221	1
Boo! (Dance show)	139	1
Ken Lavigne	189	1
Hard Honey	121	1
Family Comedy Night	352	1
Investor's Group Comedy Tour	300	1
Total Professional Shows	4,806	16

Meeting Rooms	Users	Days
Irish Dance	50	90
Adult Choir	75	34
Quilters Guild	40	10
SD 60 Admin	25	9
SD 60 Pro-D	100	4
Horticultural Soc.	50	12
Church Rental	200	52
Meeting rooms - Regular Use	540	211
Corporate		226

NPCC Traffic

NPCC – Programs & Spaces	Traffic Generated
Library – patrons & programs	86,778
Art Gallery	10,200
NPCC programs	9,500
Regular Users	10,375
Theatre – Local Performers	18,850
Theatre – Professional Shows	4,900
Cafe	5,000
Meeting Space Bookings	3,878
Total	149,481



May 21, 2015

BUSINESS PLAN

PRESENTED BY THE

North Peace Cultural Society

Fort St John Community Plan

- ▶ Create a thriving arts, culture and entertainment experience through facilities, programs, partnerships and resources
- ▶ Encourage arts and culture development through improving access to cultural space and facilities

NPCS Mission Statement

- *To provide a diverse range of arts and cultural activities and experiences for the people of the North Peace Region through the operation of the North Peace Cultural Centre*

Social Contract

NPCS and the City of FSJ with

- Members of the North Peace community

- Business and Corporate community
- User groups and individuals

Social Contract

- promote and encourage arts and culture to enhance quality of life and a healthy community
- provide quality, affordable performance and display space
- provide innovative community programming and education
- actively foster community partnerships to enhance growth and opportunities

Challenges

- ▶ Immediate administration and hiring
- ▶ Long-term viability of the building
- ▶ Increased community demands
- ▶ Maintaining effective and efficient management
- ▶ Promote recognition of the value of the Arts
- ▶ Funding



Our Strengths

- Quality performance and exhibition space
- Centrally located
- Gathering place that belongs to the community
- Strong support from business and community
- Diverse range of arts and cultural activities

May 21, 2015

How the Centre is Used

Theatre	Local Groups	Participants	Audience	Days
Stage North		75	1,171	28
Studio 2 Stage/NDTS		300	2,200	5
Move Dance		80	1,032	3
CDC		80	600	3
PRN Festival		600	2,500	8
Bert Ambrose		30	800	2
SD 60 Band		280	800	2
SD 60 Speech		30	80	1
North Peace School		50	1,400	14
Dr. Kearney School		30	1,200	7
Bert Bowes School		30	200	3
CM Finch		40	400	1
Music Teachers		60	200	2
Northern Winds		25	200	2
Choir		75	400	1
S.U.C.C.E.S.S.		5	400	1
Bodybuilding & Fitness Show		75	826	1
Total Annual Shows		1,865	14,409	84
Messiah		100	400	1
Nutcracker		50	625	6
Total Theatre use - local organizations		2,015	15,434	91



Theatre - Professional	Audience	Days
Oscar Lopez & James Keelaghan	172	1
The Once	175	1
Maeve McKinnon	76	1
Lorne Elliot	204	1
Corb Lund	409	1
Strawberry Shortcake	639	1
Chilliwick	317	1
Dora the Explorer Live	826	1
Tom Cole Country Concert	666	2
Woody Holler & his Orchestra	221	1
Boo! (Dance show)	139	1
Ken Lavigne	189	1
Hard Honey	121	1
Family Comedy Night	352	1
Investor's Group Comedy Tour	300	1
Total Professional Shows	4,806	16

Meeting Rooms	Users	Days
Irish Dance	50	90
Adult Choir	75	34
Quilters Guild	40	10
SD 60 Admin	25	9
SD 60 Pro-D	100	4
Horticultural Soc.	50	12
Church Rental	200	52
Meeting rooms - Regular Use	540	211
Corporate		226

Coming to the Centre

May 21, 2015

D-1 d

NPCC – Programs & Spaces	Traffic Generated
Library – patrons & programs	86,778
Art Gallery	10,200
NPCC programs	9,500
Regular Users	10,375
Theatre – Local Performers	18,850
Theatre – Professional Shows	4,900
Cafe	5,000
Meeting Space Bookings	3,878
Total	149,481

Business Plan Goals

- ▶ Be transparent to community, stakeholders
- ▶ Re-engage the community
- ▶ Reinforce Board responsibility more fully for proper management of the facility
- ▶ Demonstrate fiscal responsibility
- ▶ Review and revise policies and procedures
- ▶ Ensure Centre staff have appropriate training
- ▶ Identify funding opportunities

May 21, 2015



A New Approach

- ▶ Generosity of spirit
- ▶ Transparent to NPCs members, users, partners, stakeholders and community
- ▶ Seeking and responding to community input
- ▶ Actively building Society membership
- ▶ Paying attention to the details
- ▶ Responding quickly to inquiries
- ▶ Taking a teamwork approach to problem solving

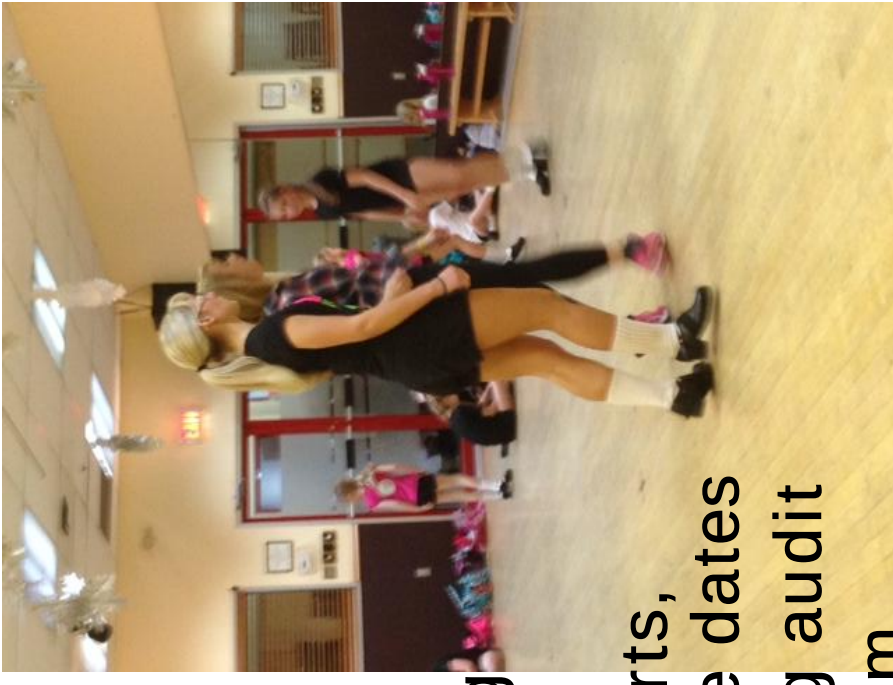
May 21, 2015



Immediate Steps

Financial

- ▶ Developing Business Plan
- ▶ Clearing backlog of invoicing and payables
- ▶ Filing of GST, PST, WCB reports, Charitable Tax Return by due dates
- ▶ Preparing for and completing audit
- ▶ Streamlining theatre and room bookings
- ▶ Pursuing additional sources of funding



Immediate Steps

Administration

- ▶ Hiring key personnel
 - ▶ Review and adjust rental rates
- ▶ Improve and enhance internal operations
- ▶ Renew agreement with City of FSJ
- ▶ Opened negotiations with Library Board
 - ▶ Board development

Immediate Steps

Community Relations

- ▶ Open Mondays and July
- ▶ Hold public discussions
- ▶ Conduct open meetings and regular newsletters
- ▶ Create stakeholder partnerships
- ▶ Improve public image and promote the Centre

May 21, 2015



Looking to the Future

- ▶ 2017 celebrations - sponsorship opportunities
- ▶ Increase room and theatre rentals
- ▶ Collaboration with Library and Gallery
- ▶ Partner with City for building enhancements
- ▶ Coordination with other venues
- ▶ Expand relationships with the business community
- ▶ Strategic planning
- ▶ Funding opportunities



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Peace River Regional District REPORT

To: Rural Budgets Administration Committee

Date: May 14, 2015

From: Trish Morgan, Manager of Community Service

Subject: 2015 Recreational and Cultural Grants-in-Aid Area B and C Allocations

RECOMMENDATION 1:

THAT the Rural Budgets Administration Committee approve the 2015 Area B Recreational and Cultural Grants-in-Aid allocations as follows:

2015 Electoral Area 'B' Recreational and Cultural GIA

Buick Creek Community Club	\$ 3,000.00
Halfway Graham Community Club	\$ 7,000.00
King's Valley Christian Camp	\$ 35,320.00
Montney Recreation Commission	\$ 13,280.00
North Peace 4H District Council	\$ 47,495.00
North Peace Fall Fair	\$ 10,000.00
North Peace Historical Society	\$ 16,250.00
North Peace Light Horse Association	\$ 34,000.00
North Peace Ride for the Disabled	\$ 3,000.00
Osborn Community Hall	\$10,000.00
Rose Prairie Community Curling Centre	\$ 6,000.00
Fort St. John Gradfest	\$ 1,000.00
North Peace 4-H District Council (Annual Grant)	\$ 1,000.00
Area 'B' Rural Bursary	\$ 1,000.00
Youth Travel	\$ 1,500.00
Total	\$ 189,845.00

\$10,155.00 remains unallocated for Area B GIA for 2015

RECOMMENDATION 2:

THAT the Rural Budgets Administration Committee approve the 2015 Area C Recreational and Cultural Grants-in-Aid allocations as follows:

2015 Electoral Area 'C' Recreational and Cultural GIA

Charlie Lake Community Club	\$ 18,000.00
North Peace Fall Fair	\$ 10,000.00
North Peace Historical Society	\$ 16,250.00
North Peace Light Horse Association	\$ 34,000.00
Fort St. John Gradfest	\$ 1,000.00
Youth Travel	\$ 1,000.00
Area 'C' Rural Scholarship	\$ 1,000.00
Total	\$ 81,250.00

\$18,750.00 remains unallocated for Area C GIA for 2015

Staff Initials:

J. Bickert

Dept. Head:

T. Morgan

CFO:

Kim Frech

Page 1 of 2

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May 21, 2015

BACKGROUND/RATIONALE:

Please see the attached minutes from the Grants-in-Aid Allocation Meeting held on April 13, 2015.

STRATEGIC PLAN RELEVANCE: None

FINANCIAL CONSIDERATION(S): As Above

COMMUNICATIONS CONSIDERATION(S): None

OTHER CONSIDERATION(S): None

**PEACE RIVER REGIONAL DISTRICT
Electoral Area 'B' and 'C' Recreation and Cultural Grants-in-Aid
Meeting Minutes**

DATE:	Monday, April 13, 2015
TIME:	7:00 p.m.
PLACE:	Charlie Lake Community Hall, Charlie Lake, BC
REGRETS:	None
PRESENT:	<u>Community Organizations</u> Buick Creek Community Club – Joe Bergen, Annie Bergen Charlie Lake Community Club – Sheryl Shallow, Mike Tompkins Charlie Lake Conversation Society – May Fong Halfway Graham Community Club – Jacly Gieni, Daine Gieni Kings Valley Christian Camp – Nic Vanderlinde Montney Recreation Commission – Paula Huston, Aaron Krafczyk North Peace 4H District Council – Casey C. Gardner North Peace Fall Fair Society – Kevin Penner, Gail Peters North Peace Historical Society – Evelyn Sim, Zylpha Alexander North Peace Light Horse Association – Becky Corsie, Nola Grieve, Vivian Stewart North Peace Ride for the Disabled – Pat Lube, Liz Calder Osborn Community Hall – Tena Thiessen, Tara Homes Rose Prairie Community Curling Centre – Tracey Moore Vern Goodings Kevin Cage Brandie Huston <u>Peace River Regional District</u> Director Karen Goodings, Electoral Area 'B' (Chair) Director Brad Sperling, Electoral Area C Trish Morgan, Manager of Community Services Jill Rickert, Community Services Coordinator (Recorder) Kari Bondaroff, Invasive Plant Program Manager
1) CALL TO ORDER	The meeting was called to order at 7:01 p.m.
2) OPENING REMARKS	Director Goodings welcomed all to the meeting and opened by recognition of National Volunteer Week; thanking everyone present for all they do for their communities and therefore the Regional District.
3) ADOPTION OF THE AGENDA	MOVED by Matt Bruha, SECONDED by Debbie Smith, that the Electoral Area 'B' and 'C' Recreation and Cultural Grants-in-Aid Agenda for the meeting April 13, 2015 be adopted as amended to include, Items of Information – North Peace Recreational Study Update.
	1. CALLED TO ORDER: 2. OPENING REMARKS: 3. ADOPTION OF THE AGENDA: 4. MINUTES:
	M-1 Electoral Area 'B' and 'C' Recreation and Cultural Grants-in-Aid Meeting Minutes of April 14, 2014

May 21, 2015

PEACE RIVER REGIONAL DISTRICT
Electoral Area 'B' and 'C' Recreation and Cultural Grants-in-Aid
Meeting Minutes of April 14, 2014

5. **BUSINESS ARISING FROM THE MINUTES:**
6. **BUSINESS ITEMS:**
 - B-1 Recreational and Cultural Grants-in-Aid – Summary of Payables, April 10, 2015
 - B-2 Electoral Area 'B' Recreation and Cultural Grants-in-Aid Allocations
 - B-3 Electoral Area 'C' Recreational and Cultural Grants-in-Aid Allocations
7. **NEW BUSINESS:**
 - NB-1 Invasive Plant Information - Kari Bondaroff, Invasive Plant Program Manager
8. **ITEMS FOR INFORMATION:**
 - I-1 SOCAN – Society of Composers, Authors and Music Publishers of Canada
 - I-2 CO-OP We Care – Community Spaces Funding
 - I-3 Employment & Social Development Canada – Enabling Accessibility in Communities – Funding
 - I-4 Northern Development Initiative Trust (NDIT) – Community Halls and Recreation Facilities Grant Information
 - I-5 Financial Statement Information for GIA Applications – Reminder
 - I-6 North Peace Recreational Study Update
9. **NEXT MEETING:** April 18, 2016 – location to be determined
10. **ADJOURNED:**

CARRIED

4) MINUTES: MOVED by Sheryl Shallow, SECONDED by Evelyn Sim,
M-1 Area 'B' and 'C' GIA Meeting Minutes of April 14, 2014
That the Electoral Area 'B' and 'C' Recreation and Cultural Grants-in-Aid Meeting Minutes of April 14, 2014 be adopted as presented.

CARRIED

5) BUSINESS ARISING FROM THE MINUTES: None

6) BUSINESS ITEMS: Trish Morgan reviewed the Summary of Payables report and reminded all present to use their GIA funding within three years. Chair Goodings reminded all present to ensure they complete their projects to utilize the unused allocation amounts, that groups have up to three years to access funding.

B-1 Recreational and Cultural Grants-in-Aid Summary of Payables for April 10, 2015

B-2 Electoral Area 'B' Recreational and Cultural Grants-in-Aid Allocations
MOVED by Joe Bergen, SECONDED by Mike Tompkins,
that the following 2015 Electoral Area 'B' Recreation and Cultural Grants-in-Aid allocations be recommended to the Rural Budgets Administration Committee for approval:

2015 Electoral Area 'B' Recreational and Cultural GIA

Buick Creek Community Club	\$ 3,000.00
Halfway Graham Community Club	\$ 7,000.00
King's Valley Christian Camp	\$ 35,320.00
Montney Recreation Commission	\$ 13,280.00

PEACE RIVER REGIONAL DISTRICT
Electoral Area 'B' and 'C' Recreation and Cultural Grants-in-Aid
Meeting Minutes of April 14, 2014

North Peace 4H District Council	\$ 47,495.00
North Peace Fall Fair	\$ 10,000.00
North Peace Historical Society	\$ 16,250.00
North Peace Light Horse Association	\$ 34,000.00
North Peace Ride for the Disabled	\$ 3,000.00
Osborn Community Hall	\$10,000.00
Rose Prairie Community Curling Centre	\$ 6,000.00
Fort St. John Gradfest	\$ 1,000.00
North Peace 4-H District Council (Annual Grant)	\$ 1,000.00
Area 'B' Rural Bursary	\$ 1,000.00
Youth Travel	\$ 1,500.00
Total	\$ 189,845.00

\$10,155.00 Remains unallocated for Area B GIA for 2015

CARRIED

B-3 Electoral
Area 'C'
Recreational and
Cultural Grants-
in-Aid Allocations

MOVED by Mike Tompkins, SECONDED by Evelyn Sim,
that the following 2015 Electoral Area 'C' Recreation and Cultural Grants-in-Aid allocations
be recommended to the Rural Budgets Administration Committee for approval:

2015 Electoral Area 'C' Recreational and Cultural GIA

Charlie Lake Community Club	\$ 18,000.00
North Peace Fall Fair	\$ 10,000.00
North Peace Historical Society	\$ 16,250.00
North Peace Light Horse Association	\$ 34,000.00
Fort St. John Gradfest	\$ 1,000.00
Youth Travel	\$ 1,000.00
Area 'C' Rural Scholarship	\$ 1,000.00
Total	\$ 81,250.00

\$18,750.00 Remains unallocated for Area C GIA for 2015

CARRIED

**7) NEW
BUSINESS**
NB-1 Invasive
Plant Program
Information

Kari Bondaroff, Invasive Plant Program Manager introduced herself and explained that the
Invasive Plant Program at the Regional District is now focused on Education and
Awareness.

**8) ITEMS FOR
INFORMATION**
I-1 to I-5
Funding and
Financial Info

Trish Morgan advised all present on other funding opportunities available to them from
Northern Development Initiative Trust, CO-OP We Care, Employment and Social
Development Canada; and advised the groups on Society of Composers, Authors and
Music Publishers of Canada information regarding use of music.

PEACE RIVER REGIONAL DISTRICT
Electoral Area 'B' and 'C' Recreation and Cultural Grants-in-Aid
Meeting Minutes of April 14, 2014

I-6 North Peace Recreational Study Update Trish Morgan updated the group on the progress of the North Peace Recreational Study recently completed by the Regional District and what some of the next steps will be in the process to ensure outcomes from the study and completed. A study will be completed in the West Peace and the South Peace and once all studies have been completed the Regional District will, in consultation with community groups, move forward with some recommendations in the reports.

9) NEXT MEETING Scheduled for 7:00 p.m., Monday, April 18, 2016 - Hosted by the North Peace Historical Society and will be held at the Museum.

10)ADJOURNED MOVED by Daine Gieni, SECONDED by Nola Grieve
That the meeting be adjourned. CARRIED

The meeting adjourned at 7:54 p.m.

Director Karen Goodings,
Electoral Area 'B' – Meeting Chair

Director Brad Sperling,
Electoral Area 'C'

Trish Morgan,
Manager of Community Services

2015 Area B GIA

Organization name	Projects	Capital Costs Requested	Insurance Requested	Total Request	Total Project Cost		Agreed Amount		Notes
Buick Creek Community Club	Insurance only	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00		\$ 3,000.00		
Halfway Graham Community Club	wiring in hall & bleachers	\$ 7,000.00	no	\$ 7,000.00	\$ 7,000.00		\$ 7,000.00		
King's Valley Christian Camp	Insurance, new bunkhouse & furnishing	\$ 27,820.00	\$ 7,500.00	\$ 35,320.00	\$ 39,675.00		\$ 35,320.00		
Montney Recreation Commission	Insurance, renovations to bathrrrom & hall lighting	\$ 9,680.00	\$ 3,600.00	\$ 13,280.00	\$ 13,280.00		\$ 13,280.00		
North Peace 4H District Council	purchase of bleachers to be used at North Peace Fall Fair Grounds, electronic scale & seacan	\$ 47,495.00	no	\$ 47,495.00	\$ 47,495.00		\$ 47,495.00		
North Peace Fall Fair	Flooring for new building, downspouts and gutters	\$ 20,000.00	no	\$ 10,000.00	\$ 20,978.00		\$ 10,000.00		
North Peace Historical	partial roof replacement, replace 2 emergency doors, alarms	\$ 32,500.00	no	\$ 16,250.00	\$ 32,500.00		\$ 16,250.00		
North Peace Light Horse Association	major facility improvements, roof, footings, stalls & arena floor	\$ 68,000.00	no	\$ 34,000.00	\$ 122,336.72		\$ 34,000.00		
North Peace Ride for the Disabled	replace mounting equipment and build ramp	\$ 3,000.00	no	\$ 3,000.00	\$ 3,000.00		\$ 3,000.00		
Osborn Community Hall	complete ktichen renovations, playground supplies	\$ 9,225.00	\$ 775.00	\$ 10,000.00	\$ 10,968.13		\$ 10,000.00		
Rose Prairie Community Curling Centre	operational costs, cistern system, skating training forms	\$ 6,000.00	\$ 2,431.00	\$ 6,000.00	\$ 6,793.00		\$ 6,000.00		
Subtotal				\$ 185,345.00	\$ 307,025.85	\$ -	\$ 185,345.00	\$ -	

Note:, North Peace 4H, North Peace Fall Fair, North Peace Light Horse & North Peace Historical share with Area B & C

Committed Amounts		Total Request	Recommended (historical amount)	Director's Allocation
FSJ Gradfest	annual grant	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
North Peace 4H District Council	annual grant	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Area B Rural Bursary	annual grant	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Youth Travel	annual grant	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Subtotal		\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
Total requested		\$ 189,845.00	\$ 189,845.00	\$ 4,500.00

Amounts Determined April 13, 2015	
Total Fund	\$ 200,000.00
Total Alloted	\$ 189,845.00
Total Available	\$ 10,155.00

Organization name	Projects	Capital Costs Requested	Insurance Requested	Total Request	Total Project Cost	Agreed Amount	Notes		
Charlie Lake Community Club	Insurance, replace doors, toilets and painting	\$ 14,000.00	\$ 4,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00			
North Peace 4H District Council	prhcase of bleachers to be used at North Peace Fall Fair Grounds, electronic sclae & seacan	\$ 47,495.00	no	\$ -	\$ 47,495.00	\$ -			
North Peace Fall Fair	Flooring for new building, downspouts and gutters	\$ 20,000.00	no	\$ 10,000.00	\$ 20,978.00	\$ 10,000.00			
North Peace Historical	partial roof replacement, repalce 2 emergency doors, alarms	\$ 32,500.00	no	\$ 16,250.00	\$ 32,500.00	\$ 16,250.00			
North Peace Light Horse Association	major facility improvements, roof, footings, stalls & arena floor	\$ 68,000.00	no	\$ 34,000.00	\$ 122,336.72	\$ 34,000.00			
Subtotal				\$ 78,250.00	\$ 241,309.72	\$ 78,250.00			

Note:, North Peace 4H, North Peace Fall Fair, North Peace Light Horse & North Peace Historical share with Area B & C

Committed Amounts	Recommended		
	Total Request	(historical amount)	Director's Allocation
FSJ Gradfest annual grant	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Area C Rural Scholarship annual grant	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Youth Travel annual grant	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Subtotal	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Total requested	\$ 81,250.00	\$ 81,250.00	\$ 3,000.00

Amounts Determined April 13, 2015	
Total Fund	\$ 100,000.00
Total Alloted	\$ 81,250.00
Total Available	\$ 18,750.00



Peace River Regional District REPORT

To: Rural Budgets Administration Committee

Date: May 12, 2015

From: Trish Morgan, Manager of Community Services

Subject: 2015 Sub-Regional Recreational & Cultural Grants-in-Aid Allocations

RECOMMENDATION(S):

That the Rural Budgets Administration Committee approves the 2015 Sub-Regional Recreational and Cultural Grants-in-Aid allocations as follows:

Bessborough Community Club	\$ 4,400.00
Dawson Creek Sportsman's Club	\$ 24,039.61
Dawson Creek Centre for Youth – The Ark	\$ 4,400.00
Doe River Recreation Commission	\$ 12,609.83
Farmington Recreation Commission	\$ 13,200.00
Groundbirch Recreation Commission	\$ 1,540.00
Kilkerran Recreation Commission	\$ 3,520.00
Kiskatinaw Fall Fair	\$ 16,156.80
McLeod Recreation and Social Service Society	\$ 16,461.85
Rolla Ratepayers Association	\$ 11,000.00
Sunset Prairie Recreation Commission	\$ 2,200.00
Swan Lake Enhancement Society	\$ 1,503.04
Tomslake Community Cultural Association	\$ 5,280.00
Tomslake Recreation Commission	\$ 17,688.00
Tupper Community Club	\$ 11,500.87
Post-Secondary Scholarship & Bursary	\$ 3,000.00
Annual Youth Travel	\$ 1,500.00
Total	\$ 150,000.00

BACKGROUND/RATIONALE:

Please see the attached minutes from the Grants-in-Aid Allocation Meeting held on April 15, 2015.

STRATEGIC PLAN RELEVANCE: None

FINANCIAL CONSIDERATION(S): As above

OTHER CONSIDERATION(S): None

Staff Initials:

Dept. Head:

CFO:

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May 21, 2015

PEACE RIVER REGIONAL DISTRICT
South Peace Sub-Regional Recreational and Cultural Grants-in-Aid
Meeting Minutes

- DATE:** Wednesday, April 15, 2015
- TIME:** 7:00 p.m.
- PLACE:** Tupper Community Hall, Tomslake, BC
- PRESENT:** Community Organizations
Bessborough Community Club - Lana Birmingham, Phil Haight
Dawson Creek Sportsman's Club – Allan Hickey, Candice Waddell
Dawson Creek Youth Centre/The Ark – Elaine Fitzpatrick
Doe River Recreation Commission - Dave Russell, Charlie Hartnell
Farmington Community Association – Jim Strasky, Joe Breti
Groundbirch Recreation Commission – Bessie King
Kilkerran Recreation Commission – Sharon Frederickson, Dale Frederickson
Kiskatinaw Fall Fair – Merna Hauber, Faye Salisbury, Trish Homis, Luke Homis
McLeod Recreation and Social Services Society - Peter Bonderud, Sigrid Bonderud
Rolla Rate Payers Association - Pennie Johnston, Don Johnston
Sunset Prairie Recreation Commission – Don Rasmussen, Samantha Teghtmeyer
Swan Lake Enhancement Society – Cherie Nelson, Ed Sargent, Dwight Stevens
Tomslake Cultural Community Association - Theresa Bartusek, Linda Fisher
Tomslake & District Recreation Commission - Art Seidl, Ernie Heller, Ed McCullough, Stephanie Waggoner
Tupper Community Club - Pat Buller, Richard Buller

Northeast News – Stacy Thomas

Peace River Regional District
Leonard Hiebert, Director Electoral Area 'D', Meeting Chair
Dan Rose, Director Electoral Area 'E' West
Trish Morgan, Manager of Community Services
Jill Rickert, Community Services Coordinator, Recorder
Kari Bondaroff, Invasive Plant Program Manager
- REGRETS:** **Hats & Chaps Gymkhana Society**
- 1) CALL TO ORDER** The meeting was called to order at 7:02 p.m.
- 2) OPENING REMARKS:** Director Hiebert introduced Director Rose and welcomed all to the meeting thanking everyone present for all they do for their communities in recognition of National Volunteer Week.
- 3) ADOPTION OF THE AGENDA** MOVED by Ed McCullough, SECONDED by Ernie Heller,
That the South Peace Sub-Regional Recreational and Cultural Grants-in-Aid Agenda for the meeting April 15, 2015 be adopted with the additional New Business Item on the South Peace Sub-Regional Recreational Study.

PEACE RIVER REGIONAL DISTRICT
Electoral Area 'E' West Recreation and Cultural Grants-in-Aid
Meeting Minutes of April 15, 2014

Discussion: Art Seidl asked for item to be added regarding new information pending the Society's Act; Trish Morgan responded stating the proposed information has not been passed yet, once it is the Regional District has committed to setting up workshop with all community groups to review and discuss.

1. **CALL TO ORDER:**
2. **OPENING REMARKS:**
3. **ADOPTION OF THE AGENDA:**
4. **MINUTES:**
 - M-1 South Peace Sub-Regional Recreational and Cultural Grants-in-Aid Meeting Minutes of April 16, 2014
5. **BUSINESS ARISING FROM THE MINUTES:**
6. **BUSINESS ITEMS:**
 - B-1 Recreational and Cultural Grants-in-Aid – Summary of Payables, April 10, 2015
 - B-2 South Peace Sub-Regional Recreation and Cultural Grants-in-Aid Allocations
7. **NEW BUSINESS:**
 - NB-1 Invasive Plant Information - Kari Bondaroff, Invasive Plant Program Manager
 - NB-2 South Peace Sub-Regional Recreational Study
8. **ITEMS FOR INFORMATION:**
 - I-1 SOCAN – Society of Composers, Authors and Music Publishers of Canada
 - I-2 CO-OP We Care – Community Spaces Funding
 - I-3 Northern Development Initiative Trust – Grant Information Package
 - I-4 Employment & Social Development Canada – Enabling Accessibility in Communities – Funding
 - I-5 Financial Statement Information for GIA Applications - Reminder
9. **NEXT MEETING:** April 20, 2016 – location to be determined
10. **ADJOURNED:**

CARRIED

4) MINUTES:

M-1 South Peace Sub-Regional Recreational & Cultural Grants-in-Aid Meeting Minutes of April 16, 2014

MOVED by Joe Brethi, SECONDED by Cheri Nelson,
That the South Peace Sub-Regional Recreational & Cultural GIA Meeting Minutes from April 16, 2014 as presented.

CARRIED

5) BUSINESS ARISING FROM THE MINUTES:

None

6) BUSINESS ITEMS:

B-1 Recreational and Cultural Grants-in-Aid Summary of Payables for April 10, 2015

Trish Morgan reviewed the Summary of Payables dated April 10, 2015 and reminded all present that GIA funds must be utilized within three years of the date they were allocated.

B-2 South Peace Sub-Regional Recreational & Cultural Grants-in-

Trish Morgan advised the amount requested for Rolla Rate Payers is incorrect and should be changed from \$10,000 to \$12,500. Trish Morgan advised that Hats and Chaps will not be able to receive any funding allocation tonight as per our Policy Statement which indicates all groups must be in attendance at the meeting. Pre-

PEACE RIVER REGIONAL DISTRICT
Electoral Area 'E' West Recreation and Cultural Grants-in-Aid
Meeting Minutes of April 15, 2014

Aid Allocations allocation were done at 75% for request less than \$10,000 and 50% for all requests over \$10,000.

MOVED by Charlie Hartnell, SECONDED by Faye Salisbury,
That all 2015 GIA amounts be allocated to each group present at 80% of their requested application amount.

CARRIED

7:30 p.m. – Break in meeting
7:40 p.m. – Meeting reconvened

MOVED by Steph Waggoner, SECONDED by Ed McCullough,
That the motion to allocate all 2015 GIA amounts to each group present at 80% of their requested application amount be RESCINDED.

CARRIED

MOVED by Sigrid Bonderud, SECONDED by Trish Homis,
That the 2015 GIA amounts be allocated to each group present at 88% of their requested application amounts, with the shortage of \$8.02 taken from the Youth Travel Allocation of \$1,500.00, reducing it to \$1,491.98.

CARRIED

MOVED by Pat Buller, SECONDED by Allan Hickey,
That Tupper Community Club allocation amount is reduced by \$8.02 and Youth Travel remains at \$1,500.00.

CARRIED

MOVED by Pat Buller, SECONDED by Allan Hickey,
That the 2015 South Peace Sub-Regional Recreational & Cultural Grants-in-Aid Allocations be recommended to the Rural Budgets Administration Committee for approval:

2015 South Peace Sub-Regional Recreational and Cultural GIA

Bessborough Community Club	\$ 4,400.00
Dawson Creek Sportsman's Club	\$ 24,039.61
Dawson Creek Centre for Youth – The Ark	\$ 4,400.00
Doe River Recreation Commission	\$ 12,609.83
Farmington Recreation Commission	\$ 13,200.00
Groundbirch Recreation Commission	\$ 1,540.00
Kilkerran Recreation Commission	\$ 3,520.00
Kiskatinaw Fall Fair	\$ 16,156.80
McLeod Recreation and Social Service Society	\$ 16,461.85
Rolla Ratepayers Association	\$ 11,000.00
Sunset Prairie Recreation Commission	\$ 2,200.00
Swan Lake Enhancement Society	\$ 1,503.04
Tomslake Community Cultural Association	\$ 5,280.00
Tomslake Recreation Commission	\$ 17,688.00
Tupper Community Club	\$ 11,500.87
Post-Secondary Scholarship & Bursary	\$ 3,000.00
Annual Youth Travel	<u>\$ 1,500.00</u>
Total	\$ 150,000.00

CARRIED

PEACE RIVER REGIONAL DISTRICT
Electoral Area 'E' West Recreation and Cultural Grants-in-Aid
Meeting Minutes of April 15, 2014

7) NEW BUSINESS Kari Bondaroff, Invasive Plant Program Manager introduced herself and explained that the Invasive Plant Program at the Regional District is now focused on Education and Awareness; and providing the groups present with information on Invasive Plants.

NB-1 Invasive Plant
Program Information

Discussion: Areas of concern were brought up by some at the meeting regarding jurisdiction over areas for treatment and enforcement; Kari Bondaroff advised all agencies are diligent at working together on the treatment of invasive plants; however the Regional Districts approach is one of education and awareness.

NB-2 South Peace
Sub-Regional
Recreational Study

Trish Morgan advised the group present of the Regional Districts intent to complete a study in the South Peace Sub-Region to capture information regarding the nature of recreational facilities in the area. A study will be completed in the West Peace and one has already been done in the North Peace. Once all studies have been completed the Regional District will, in consultation with community groups, move forward with some recommendations in the reports.

**7) ITEMS FOR
INFORMATION**

Trish Morgan advised all present on other funding opportunities available to them from Northern Development Initiative Trust, CO-OP We Care, Employment and Social Development Canada; and advised the groups on Society of Composers, Authors and Music Publishers of Canada information regarding use of music and a review of the financial information for inclusion with their future GIA applications.

9) NEXT MEETING

Scheduled for 7:00 p.m., Tuesday, April 20, 2016 - Hosted by the Farmington Community Association.

10) ADJOURNED

MOVED by Allan Hickey, SECONDED by Candice Waddell
That the meeting be adjourned.

CARRIED

The meeting adjourned at 8:30 p.m.

Director Leonard Hiebert,
Electoral Area 'D', Meeting Chair

Director Dan Rose,
Electoral Area 'E'

Trish Morgan,
Manager of Community Services

Organization name	Projects	Capital & Operational		Total Request	Total Project Cost	Director's Recommendation	Agreed Amount	Notes
		Costs Requested	Insurance Requested					
Bessborough Community Club	general operations, insurance	\$ 2,021.00	\$ 2,979.00	\$ 5,000.00	\$ 5,000.00	\$ 3,750.00	\$ 4,400.00	
DC Sportsmans Club	operating costs, purchase pat trap machine	\$ 27,317.74	no	\$ 27,317.74	\$ 27,317.74	\$ 13,658.87	\$ 24,039.61	
DC Youth Centre/The ARK	operating costs, insurance	\$ 435.00	\$ 4,565.00	\$ 5,000.00	\$ 5,000.00	\$ 3,750.00	\$ 4,400.00	
Doe River Recreation	operating costs, fencing & gates, playground, south roof on hall, heater for playroom, reno kitchen, painting	\$ 11,829.35	\$ 2,500.00	\$ 14,329.35	\$ 34,250.00		\$ 12,609.83	
Farmington Community Association	operating costs, insurance, storage shed, surveillance camera	\$ 12,000.00	\$ 3,000.00	\$ 15,000.00	\$ 32,100.00	\$ 7,500.00	\$ 13,200.00	
Groundbirch Recreation Commission	insurance	\$ -	\$ 1,750.00	\$ 1,750.00	\$ 1,750.00	\$ 1,312.50	\$ 1,540.00	
Hats N' Chaps Gymkhana	arena project, groundwork and site prep	\$ 21,000.00	no		\$ 21,000.00	\$ 10,500.00	\$ -	
Kilkerran Recreation Commission	dugout maintenance	\$ 4,000.00	no	\$ 4,000.00	\$ 4,000.00	\$ 3,000.00	\$ 3,520.00	
Kiskatinaw Fall Fair	arena maintenance & improvements, PA system, office upgrades	\$ 14,060.00	\$ 4,300.00	\$ 18,360.00	\$ 18,360.00	\$ 9,180.00	\$ 16,156.80	
McLeod Recreation & Social Services Society	operating costs, purchase door for rink, grass cutter and rototiller	\$ 15,153.15	\$ 3,553.50	\$ 18,706.65	\$ 51,116.08	\$ 9,353.33	\$ 16,461.85	
Rolla Ratepayers Association	insurance, replace alarm system, purchase lawn mower	\$ 7,829.00	\$ 4,671.00	\$ 12,500.00	\$ 20,295.59	\$ 7,500.00	\$ 11,000.00	
Sunset Prairie Recreation Commission	Insurance, Hydro, grounds maintenance	\$ 2,500.00	\$ 1,850.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,200.00	
Swan Lake Enhancement Society	operating costs, tree giveaway & BBQ, 2 bouy markers	\$ 1,708.00	no	\$ 1,708.00	\$ 1,708.00	\$ 1,281.00	\$ 1,503.04	
Tomslake Community Cultural Association	insurance, insultation upgrade, door replacements	\$ 3,500.00	\$ 2,500.00	\$ 6,000.00	\$ 20,779.00	\$ 4,500.00	\$ 5,280.00	
Tomslake & District Recreation Commission	operating costs, mainteance & insurance	\$ 13,776.00	\$ 6,324.00	\$ 20,100.00	\$ 51,064.00	\$ 10,050.00	\$ 17,688.00	
Tupper Community Club	operating costs, gravel, fridge	\$ 10,228.28	\$ 2,850.00	\$ 13,078.28	\$ 13,078.28	\$ 6,539.14	\$ 11,500.87	
Subtotal				\$ 165,350.02	\$ 309,318.69	\$101,539.52	\$145,500.00	

Committed Amounts	Recommended			
	Total Request	(historical amount)	Director's Recommendation	Director's Allocation
Sub-Reg. Scholarship & Bursary	annual grant	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Youth Travel	annual grant	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Subtotal		\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
Total requested		\$ 169,850.02	\$ 106,039.52	\$ 4,500.00

Amounts Determined April 15, 2015	
Total Fund	\$ 150,000.00
Total Alloted	\$ 150,000.00
Total Available	\$ 0.00



Peace River Regional District REPORT

To: Rural Budgets Administration Committee

Date: May 12, 2015

From: Trish Morgan, Manager of Community Services

Subject: 2015 Area E West Recreational & Cultural Grants-in-Aid Allocations

RECOMMENDATION(S):

THAT the Rural Budgets Administration Committee approve the 2015 Area E West Recreational and Cultural Grants-in-Aid allocations as follows:

Chetwynd & District Recreation Centre	\$ 2,500.00
Chetwynd & District Rod & Gun Club	\$12,540.00
Chetwynd Electric Eels	\$ 8,000.00
Chetwynd Gymkhana Club	\$ 3,555.00
Chetwynd Social Planning Committee	\$ 5,000.00
Foothills Team Roping Club	\$ 5,250.00
Jackfish Community Association	\$ 4,875.00
Little Giant Figure Skating Club	\$ 4,500.00
Little Prairie Heritage Society	\$ 8,000.00
Moberly Lake Community Association	\$ 5,900.00
Pine Valley Exhibition Park	\$19,000.00
Pine Valley Seniors	\$ 3,915.00
Sagitawa Christian Camping Society	\$ 15,965.00
Youth Travel	\$ 2,000.00
Area 'E' West Bursary	\$ 1,000.00
Total	\$ 102,000.00

BACKGROUND/RATIONALE:

Please see the attached minutes from the Grants-in-Aid Allocation Meeting held on April 14, 2015.

STRATEGIC PLAN RELEVANCE: None

FINANCIAL CONSIDERATION(S): As Above

OTHER CONSIDERATION(S): None

Staff Initials:

Dept. Head:

CFO:

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May 21, 2015

**PEACE RIVER REGIONAL DISTRICT
Electoral Area 'E' West Recreational and Cultural Grants-in-Aid
Meeting Minutes**

DATE: Tuesday, April 14, 2015

TIME: 7:00 p.m.

PLACE: Chetwynd and District Recreation Centre, Chetwynd, BC

PRESENT: Community Organizations
Chetwynd & District Recreation Centre – Melissa Millsap
Chetwynd & District Rod & Gun Club – George Mallia, Justin Harmacek, Tyler Roberts
Chetwynd Electric Eels Swim Association – Jennifer Gosse
Chetwynd Gymkhana – Alison Keutzer
Chetwynd Social Planning Committee – Dianne Bassendowski, Elizabeth Dobb, Linda Garland, Marcie Fofonoff
Foothills Team Roping – Trista Dowling
Jackfish Community Association – Betty Bengert
Little Giant Figure Skating Club – Terry Lefebvre
Little Prairie Heritage Society – Julie Shaw
Moberly Lake Community Association – Ian Campbell
Pine Valley Exhibition Park – Sanda Ketsa
Pine Valley Seniors Association – Bernice Westgate
Sagitawa Christian Camp – Gary Pryzner, Rita Jutzeler, Brady Martin

Peace River Regional District
 Director Dan Rose, Director Electoral Area 'E', Meeting (Chair)
 Trish Morgan, Manager of Community Services
 Jill Rickert, Community Services Coordinator, (Recorder)
 Kari Bondaroff, Invasive Plant Program Manager

1) CALL TO ORDER The meeting was called to order at 7:02 p.m.

2) OPENING REMARKS: Director Rose introduced himself and opened the meeting with recognition to all volunteers as this week is National Volunteer Week.

3) ADOPTION OF THE AGENDA MOVED by Sanda Kesta, SECONDED by Linda Garland, that the Electoral Area 'E' West Recreational and Cultural Grants-in-Aid Agenda for the meeting April 14, 2015 be adopted with the additional New Business Item on the West Peace Recreational Study.

1. **CALL TO ORDER:**

2. **OPENING REMARKS:**

3. **ADOPTION OF THE AGENDA:**

4. **MINUTES:**

M-1 Electoral Area 'E' West Recreational and Cultural Grants-in-Aid Meeting Minutes of April 15, 2014

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

6. **BUSINESS ITEMS:**

B-1 Recreational and Cultural Grants-in-Aid- Summary of payables for

PEACE RIVER REGIONAL DISTRICT
Electoral Area 'E' West Recreation and Cultural Grants-in-Aid
Meeting Minutes of April 15, 2014

April 10, 2015

B-2 Electoral Area 'E' West Recreation and Cultural Grants-in-Aid Allocations

7. NEW BUSINESS:

NB-1 Invasive Plant Information - Kari Bondaroff, Invasive Plant Program Manager

NB-2 West Peace Recreational Study

8. ITEMS FOR INFORMATION:

I-1 SOCAN – Society of Composers, Authors and Music Publishers of Canada

I-2 CO-OP We Care – Community Spaces Funding

I-3 Northern Development Initiative Trust – Grant Information Package

I-4 Employment & Social Development Canada – Enabling Accessibility in Communities – Funding

I-5 Financial Statements Information for GIA applications – Reminder

9. NEXT MEETING: April 19, 2016 – location to be determined

10. ADJOURNED:

CARRIED

4) MINUTES:

M-1 Area 'E' West Recreation and Cultural Grants-in-Aid Meeting Minutes of April 15, 2014

MOVED by Julie Shaw, SECONDED by Ian Campbell,
That the Electoral Area 'E' West Recreation and Cultural Grants-in-Aid Meeting Minutes of April 15, 2014 be adopted as presented.

CARRIED

5) BUSINESS ARISING FROM THE MINUTES:

Trish Morgan advised the group present of the successful applicants of the 2014 Electoral Area E Bursaries in the amount of \$500.00 each.

6) BUSINESS ITEMS:

B-1 Recreational and Cultural Grants-in-Aid Summary of Payables for April 10, 2015

Trish Morgan reviewed the Summary of Payables dated April 10, 2015 and reminded all present that GIA funds must be utilized within three years of the date they were allocated.

B-2 Electoral Area 'E' West Recreational and Cultural Grants-in-Aid Allocations

MOVED by Bernice Westgate, SECONDED by Jennifer Gosse,
That the following 2015 Electoral Area 'E' West Recreational and Cultural Grants-in-Aid allocations be recommended to the Rural Budgets Administration Committee for approval:

2015 Electoral Area 'E' West Recreational and Cultural GIA

Chetwynd & District Recreation Centre	\$ 2,500.00
Chetwynd & District Rod & Gun Club	\$12,540.00
Chetwynd Electric Eels	\$ 8,000.00
Chetwynd Gymkhana Club	\$ 3,555.00
Chetwynd Social Planning Committee	\$ 5,000.00

PEACE RIVER REGIONAL DISTRICT
Electoral Area 'E' West Recreation and Cultural Grants-in-Aid
Meeting Minutes of April 15, 2014

Foothills Team Roping Club	\$ 5,250.00
Jackfish Community Association	\$ 4,875.00
Little Giant Figure Skating Club	\$ 4,500.00
Little Prairie Heritage Society	\$ 8,000.00
Moberly Lake Community Association	\$ 5,900.00
Pine Valley Exhibition Park	\$19,000.00
Pine Valley Seniors	\$ 3,915.00
Sagitawa Christian Camping Society	\$ 15,965.00
Youth Travel	\$ 2,000.00
Area 'E' West Bursary	\$ 1,000.00
Total	\$ 102,000.00

CARRIED

7) NEW BUSINESS Kari Bondaroff, Invasive Plant Program Manager introduced herself and explained that the Invasive Plant Program at the Regional District is now focused on Education and Awareness.

NB-2 West Peace Recreational Study Trish Morgan advised the group present of the Regional Districts intent to complete a study in the West Peace to capture information regarding the nature of recreational programs and facilities in the area. A study has been completed in the North Peace and one is planned for the South Peace. Once all studies have been completed the Regional District will, in consultation with community groups, move forward with some recommendations in the reports.

7) ITEMS FOR INFORMATION Trish Morgan advised all present on other funding opportunities available to them from Northern Development Initiative Trust, CO-OP We Care, Employment and Social Development Canada; and advised the groups on Society of Composers, Authors and Music Publishers of Canada information regarding use of music and a review of the financial information for inclusion with their future GIA applications.

9) NEXT MEETING Scheduled for 7:00 p.m., Tuesday, April 19, 2016 - Hosted by the Chetwynd and District Recreation Centre.

10) ADJOURNED MOVED by Julie Shaw, SECONDED by Betty Bengert
That the meeting be adjourned.

CARRIED

The meeting adjourned at 7:43 p.m.

Director, Dan Rose
Electoral Area 'E' West
Meeting Chair

Trish Morgan,
Manager of Community Services

Organization name	Projects	Capital Costs Requested	Insurance Requested	Total Request	Total Project Cost	Director's Recommendation	Agreed Amount	Notes
Chetwynd & District Recreation Centre	Ghoulish Affair	\$ 2,500.00	no	\$ 2,500.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	
Chetwynd & District Rod & Gun Club	operations, skeet hill improvements	\$ 26,532.00	\$ 2,500.00	\$ 29,032.00	\$ 46,840.00	\$ 12,540.00	\$ 12,540.00	
Chetwynd Electric Eels	operational costs, pool rental, equipment and guest speaker	\$ 6,000.00	\$ 4,000.00	\$ 10,000.00	\$ 58,100.00	\$ 7,500.00	\$ 8,000.00	
Chetwynd Gymkhana Club	operational costs, rent	\$ 3,450.00	\$ 550.00	\$ 4,000.00	\$ 5,959.16	\$ 3,000.00	\$ 3,555.00	
Chetwynd Social Planning Committee	Circus North Camp	\$ 5,000.00	no	\$ 5,000.00	\$ 10,140.65	\$ 3,750.00	\$ 5,000.00	
Foothills Team Roping	Cattle feed and operational costs	\$ 9,600.00	\$ 900.00	\$ 10,500.00	\$ 30,000.00	\$ 5,250.00	\$ 5,250.00	
Jackfish Community Association	lighting for hall	\$ 6,500.00	no	\$ 6,500.00	\$ 6,500.00	\$ 4,875.00	\$ 4,875.00	
Little Giant Figure Skating	ice rental, skate program, caoch certification & carnival supplies	\$ 5,500.00	no	\$ 5,500.00	\$ 65,980.00	\$ 4,125.00	\$ 4,500.00	
Little Prairie Heritage Society	operating costs	\$ 12,260.00	\$ 2,100.00	\$ 14,360.00	\$ 14,360.00	\$ 7,180.00	\$ 8,000.00	
Moberly Lake Community Association	replace windows, oeprational costs	\$ 10,277.00	\$ 623.00	\$ 10,900.00	\$ 10,900.00	\$ 5,450.00	\$ 5,900.00	
Pine Valley Exhibition Park	resurface roadways and enhance drainage	\$ 37,860.00	no	\$ 37,860.00	\$ 37,860.00	\$ 18,930.00	\$ 19,000.00	
Pine Valley Seniors	insurance, painting interior of hall	\$ 2,520.00	\$ 2,700.00	\$ 5,220.00	\$ 5,220.00	\$ 3,915.00	\$ 3,915.00	
Sagitawa Christian Camp	rebuild climbing wall phase 2	\$ 30,000.00	no	\$ 30,000.00	\$ 46,634.00	\$ 15,000.00	\$ 15,965.00	
Subtotal				\$ 171,372.00	\$ 343,493.81	\$ 94,015.00	\$ 99,000.00	

Committed Amounts		Total Request	Recommended (historical amount)	Director's Allocation
Electoral Area E Bursaries	annual grant	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Youth Travel	annual grant	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Subtotal		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Total requested		\$ 174,372.00	\$ 97,015.00	\$ 3,000.00

Amounts Determined April 14, 2015	
Total Fund	\$ 102,000.00
Total Alloted	\$ 102,000.00
Total Available	\$ -



Peace River Regional District REPORT

To: Rural Budgets Administration Committee

Date: May 14, 2015

From: Trish Morgan, Manager of Community Service

Subject: Funding Amendment for Big Bam Ski Hill

RECOMMENDATION 1:

THAT the Rural Budgets Administration Committee (RBAC) approves the funding amendment from Big Bam Ski Hill dated January 30, 2015, to reallocate \$76,000 of unused GIA funds for the purchase of a pre-owned chair lift and releases the funds as the contingency to secure other sources of funding has now been met.

BACKGROUND/RATIONALE:

Big Bam Ski Hill submitted an application for 2015 Recreational & Cultural GIA requesting \$112,400 to purchase a pre-owned chair lift. This application was reviewed by RBAC on February 19, 2015 and was declined. At this same time, Big Bam Ski Hill also submitted a funding amendment to reallocate \$76,000 of unused GIA \$26,000 (2012) and \$50,000 (2013) to assist with the purchase of the Pre-owned chair lift. The Committee decided in favour of supporting the approval of this funding amendment with the contingency that the ski hill secures funding from other sources.

R-3 2015 Recreational & Cultural Grants-in-Aid Application Review

Electoral Area B & C

1. Big Bam – no support for application: forward a letter in appreciation of their volunteer work and noting their Funding Amendment application to purchase a chair lift will be supported contingent on them securing matching funding from other sources

Big Bam Ski Hill has applied to Northern Development Initiative Trust for a grant in the amount of \$30,000 to assist with the electrical upgrades that will help support the general operations of the ski hill and the pre-owned chair lift, noting a contribution of \$50,229 from the ski hill and that they have/will receive approximately \$1.228 million in In-Kind work for the chair lift project. A letter of support has been requested a letter from the Regional Board in support of their application.

STRATEGIC PLAN RELEVANCE: None

FINANCIAL CONSIDERATION(S): Contributions confirmed for the project to date:

Big Bam	\$ 50,229
PRRD GIA	\$ 76,000
Hunter North Services (In-Kind)	\$ 75,000
JD Piling and Anchor Ltd (in-Kind)	\$ 60,000
NDIT (pending)	<u>\$ 30,000</u>
Total	\$291,229

COMMUNICATIONS CONSIDERATION(S): None

OTHER CONSIDERATION(S): Attached documents – Funding Amendment, Big Bam Ski Hill Project Budget, In-kind donation letters (quotes), Invoice for purchase of lift.

Staff Initials:

Dept. Head:

CFO:

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May 21, 2015



PEACE RIVER REGIONAL DISTRICT

Recreation and Cultural Grants-in-Aid

Schedule "D" – Funding Amendment

APPLICANT INFORMATION		
Name of Organization:	Big Bam Ski Club	Date: Jan. 25 2015
Contact:	Nick Gunn	Phone: 250 827 3070
Mailing Address:	RR1 Site 15 Comp 119, Fort St. John BC, V1J 4M6	
Email:	nickgunn1961@gmail.com	Fax:
PROJECT TO PROVIDE FUNDS		
Year Funds Granted:	2012 and 2013	Have you completed this project? no
Current Project Description: (project for which funds were originally applied for)		
2012 for the building of a storage work shop and first aid room.		
2013 caretaker/manager housing project.		
Amount Granted:	\$ 76,000.00	Amount to Reallocate: \$ 76,000.00
PROJECT TO RECEIVE REALLOCATED FUNDS		
TOTAL Cost of New Project: \$ 76,000.00		
Proposed New Project/Operational Expense: (reason for request and description of project, project budget)		
To purchase a quad chair lift, remove it from its location in Drumheller and transport it to Fort St. John.		
The purchase of the chair lift will result in a greater revenue flow and will make it possible to carry out the projects of the manager's trailer and the heated shop in the future. It does not make economic sense to try and achieve these projects right now, as they will only increase our liabilities and do not create revenue.		
FOR OFFICE USE ONLY		
Funds Remaining: (showing last 3 years)	Current Project Name: NOT FUNDED 2014	Amount Available = 0
	2013 Project Name: CARETAKER/MGR HOUSING	Amount Available = 50,000.00
	2012 Project Name: STORAGE/1ST AID SHED & POPE	Amount Available = 26,000.00
Total Unused Funds =		76,000.00
DID NOT RECEIVE FUNDING 2014 ASKED TO USE 2012/2013 BEFORE CONSIDERED FOR FURTHER FUNDING; TURN OVER IN DIRECTORS & SECURITY FACES DIFFICULTY Notes: RECRUITING & MAINTAINING VOLUNTEERS; SKI HILL DID NOT OPERATE LAST YEAR.		

2013 PROJECT POST-PONED AS DETERMINED TO BE SECONDARY PRIORITY TO CHAIRLIFT.

2012 PROJECT WAS COMPLETED THROUGH DONATION OF BUILDING.

Big Bam Ski Hill Chair Lift Budget

Revenue

PRRD Grant in Aid	\$76,000
Preparation of Hill (in-kind)	\$ 75,000
Installation of piles and equipment (in-kind)	\$ 60,000
Total Revenue	211,000

Expenditures

Hauling of Chair Lift from Medicine Hat to Big Bam	\$52,490
Mulching of hill	\$ 15,216
Preparation of Hill (in-kind)	\$ 75,000
Installation of piles and equipment (in-kind)	\$60,000
Contingency	\$4908.70
GST	\$3,385.30
Total Expenditures	\$211,000

Sold too: Big Bam Ski Hill

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	to supply equipment and man power to prepare the hill for the up coming ski year and Quad chair installation. The following equipment on the hill is a rock truck, cat hoe and john deere dozer this equipment and operators are donated the estimated value for this equipment and labor is based on minimum hrs and for 3 months at \$25,000.00 per month		
		Donated Value	\$ 75,000.00
Donation in Kind		SUBTOTAL	\$ -
		SALES TAX 12%	\$0.00
		TOTAL	\$ -

PLEASE MAKE CHECKS PAYABLE TO HUNTER NORTH SERVICES "JODY MATHER"
THANK YOU FOR YOUR CONTINUED BUSINES!

May 21¹, 2015


J.D. Piling & Anchor Ltd.
Professional Foundation Solutions

SS 2, Site 5, Comp 25

Fort St John, BC V1J 4M7

Ph: 250-787-6001 Fax: 250-787-6005

Toll Free: 1-877-787-6006

April 18, 2015

Mr. Jody Mather
Big Bam Ski Hill
Taylor, BC

Dear Jody

This is to confirm that JD Piling & Anchor Ltd is pleased to offer the following services in kind for the installation of the chair lift that is scheduled for 2015. Drilling, installation of screw piles, and equipment for material handling.

The amount that the company is committing up to is 60 K over the next twelve months.

If your require any additional information please contact the undersigned.

Yours truly

Stephen James
General Manager

cc: Jason Linley President



"Striving for excellence, Committed to Safety"

May 21, 2015

Invoice

Canadian Badlands Passion Play Society
 Box 457
 Drumheller, AB T0J 0Y0

Date: May 1 ,2015
 Invoice #: SKILIFT15

To: Big Bam Ski Hill
 6317 Big Bam Road
 Taylor, BC
 V0C 2K0

Description	Total
Applicable Ski Lift components as outlined in the letter dated March 27, 2015; subject to the terms and conditions described in the same March 27th letter.	76,190.48
Subtotal	\$ 76,190.48
GST	3,809.52
Total	\$ 80,000.00

PAID IN FULL

Make all checks payable to The Canadian Badlands Passion Play Society
 Thank you for your business!

May 21, 2015



Peace River Regional District REPORT

To: RBAC

Date: May 4, 2015

From: Chris Cvik, CAO

Subject: Peace River Cattlemen's Association - Livestock Protection Program

RECOMMENDATIONS:

1. That if the rural directors continue funding the Livestock Protection Program beyond 2015, that other options be considered.

BACKGROUND/RATIONALE:

In November 2012, the Rural Budgets Advisory Committee (RBAC) committed to fund a two-year pilot Livestock Protection Program. Funding for the project was paid through Fair Share funds allocated to the rural areas. Each rural directed contributed \$25,000 per year. This resulted in a total grant of \$200,000 over the length of the two-year pilot project (\$25,000 X 4 rural areas X 2 years).

The pilot program is now complete and the Cattlemen's Association has requested that it continue. At the April 16, 2015, RBAC Meeting, the Cattlemen's Association requested \$400,000 for the continuation of the program for an additional two-years. At the meeting on the 16th, the rural directors approved the following:

MOVED by Director Goodings, SECONDED by Director Rose,
That the Rural Budgets Administration Committee approve \$50,000 each from Electoral Areas B, C, D and E Fair Share, for a total of \$200,000 to the Peace River Regional Cattlemen's Association for 2015 funding of the Livestock Protection Program; and that, in light of the Fair Share negotiations with the province, further funding of the Program be referred to staff to report back on.

CARRIED.

OPTIONS:

The approval of \$200,000 in funding for 2015 represents a significant increase – 100% over the prior year (previously \$100,000 per year). Administration is recommending that if RBAC wishes to continue to fund the program on an on-going basis, it explore other options including:

1. Establish a function – if the rural directors wish to continue with the program on an on-going basis, a function should be created. This would require approval of residents.
2. Requirement of matching funding. The Cattlemen's Association would be required to secure other funding sources (i.e., Peace River Agriculture Development (PRAD) fund before making a request for funding from RBAC.

Staff Initials:

Dept. Head:

CAO: *Chris Cvik*

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May 13, 2015

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3. Delay further funding requests until the completion of the BC Provincial Government four year program to increase the number of caribou in the area by reducing the number of wolves is completed and the results assessed.
4. Reduce the dollar amount of funding provided.
5. Status quo – fund the program in 2016 at the requested level of \$200,000.

STRATEGIC PLAN RELEVANCE: *Not Applicable*

FINANCIAL CONSIDERATION(S):

For 2015, the Peace River Cattlemen's Association was approved for \$200,000 (\$50,000 from each electoral area).

COMMUNICATIONS CONSIDERATION(S): N/A

OTHER CONSIDERATION(S):

ATTACHMENTS:

Livestock Protection Program Back Grounder

May 21, 2015

May 13, 2015

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Livestock Protection Program Back Grounder

December 12, 2012

DELEGATIONS:

D-1
Regional Cattlemen's
Association

The Chair welcomed Mr. Mike McConnell, Ms. Renee Ardill and Mr. Don Dunbar to the meeting. Delegates explained the huge losses to cattle herds that ranchers are facing due to the escalating predator populations. Discussion took place regarding how a program, for the protection of livestock, administered through an agreement with the Regional Cattlemen's Association, with funding provided by the Rural Budgets Administration Committee could be initiated. Mr. McConnell explained that information would have to be taken back to the Cattlemen's before any final decisions could be made.

DELEGATIONS: continued

D-1
Regional Cattlemen's
Association

MOVED by Director Hadland, SECONDED by Director Goodings, that the Rural Budgets Administration Committee approve a commitment of up to \$50,000 each from Electoral Areas B, C, D and E Fair Share, for a total of \$200,000 to fund a 'Livestock Protection Program':

- for the Peace River Regional Cattlemen's Association to administer a program for the protection of livestock;
- with \$100,000 being released in 2013; and
- up to another \$100,000 committed to the program if required.

CARRIED.

MOVED by Director Schembri, SECONDED by Director Hadland, that a letter be forwarded to the Peace River Regional Cattlemen's Association requesting them to submit a proposal to the Rural Budgets Administration Committee regarding how they will administer a 'Livestock Protection Program'.

CARRIED.

October 2013
NB-1
Livestock Protection
Plan

MOVED by Director Schembri, SECONDED by Director Hiebert, That the Rural Budgets Administration Committee approve the release of the remaining \$100,000 Fair Share Funds to the Peace River Regional Cattlemen's Association for the administration of the livestock protection program.

CARRIED.

MOVED by Director Schembri, SECONDED by Director Hiebert, That representatives of the Peace River Regional Cattlemen's Association be invited to the next Rural Budgets Administration Committee Meeting to provide an update on the Livestock Protection Program.

CARRIED.

November 2013

May 21, 2015

May 13, 2015

Page 4 of 4

DELEGATIONS:

Mr. Mike McConnell, Peace River Regional Cattlemen's Association provided an update on the Livestock Protection Program. He noted the program is working very well. There were 107 claims with compensation paid to cattle, bison and equine producers.

November 2014

D-1

Peace River Regional
Cattlemen's Association

Peace River Livestock Protection Program

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

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

CARRIED.



Peace River Regional District REPORT

To: Rural Budgets Administration Committee

Date: May 15, 2015

From: Dan Ross, Protective Services Manager

Subject: Request from Chetwynd for Partial Funding of Fire Apparatus

RECOMMENDATION(S):

That Rural Budgets Administration Committee approves an "Area E" Fair Share expenditure of \$133,000.00 to assist the District of Chetwynd in the purchase of a new fire apparatus.

BACKGROUND/RATIONALE:

The District of Chetwynd has budgeted \$400,000 for the purchase of a new fire engine to replace a 21 year old fire engine that is currently still in service. As denoted by Fire Underwriters, Chetwynd is considered a medium sized city based on a population of over 1000. Fire apparatus in a medium sized city over 20 years of age are given no bearing in the insurance rating for the community without applying for an extension from underwriters and undergoing costly testing yearly (underwriters may not grant a truck over 20 years of age an insurance grade regardless of testing). If the truck does not meet requirements for an extension or fails the testing, underwriters can order it fixed or replaced immediately or it will affect the community's insurance rating. Chetwynd covers approximately 60 sq/km of area in the Peace River Regional District and protects approximately 400 structures in that area. When called into the PRRD area Chetwynd does use the truck to be replaced as their front line apparatus. Although the PRRD does not contribute to a capital purchase line or a reserve fund for the District of Chetwynd in the past the Rural Budgets Administration Committee has funded three fire related requests to assist the District of Chetwynd in their purchases.

2001	Fire Truck Lease Payout & Airpaks & Radio Upgrades	\$ 87,964.90	Resolution Jan. 30, 2001
2008	Fire Truck	\$ 34,905.00	Resolution Oct. 19, 2006
2010	Rescue Truck	\$147,150.00	Resolution Nov. 19, 2009

STRATEGIC PLAN RELEVANCE:

"The PRRD will provide cost effective access to protective and emergency services, including 911 call answer services by 2018 to its residents." As such contributing to the purchase of a new fire apparatus for the District of Chetwynd will allow the rural residents in the District of Chetwynd Fire Protection Area continued access of cost effective fire protection.

FINANCIAL CONSIDERATION(S): \$133,000 from fair share.

COMMUNICATIONS CONSIDERATION(S): None

OTHER CONSIDERATION(S): None

CFO:

Kim Troch

CAO:

Ch. Birk

Staff Initials: DR

Dept. Head:

J. Morgan

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May 21, 2015

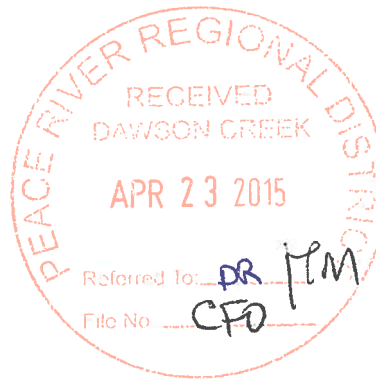


District of Chetwynd

Box 357
Chetwynd, BC
Canada V0C 1J0

tel: (250) 401-4100
fax: (250) 401-4101

email: d-chet@gochetwynd.com



April 16, 2015

Peace River Regional District
P.O. Box 810
Dawson Creek, BC
V1G 4H8

Attention: Director Dan Rose – Electoral Area “E” Director

Dear Mr. Rose:

Re: Request for Assistance – Fire Truck Replacement

Further to your recent meeting with Mayor Nichols, Fire Chief Sabulsky, Trish Morgan, Dan Ross and the undersigned, please accept this letter as a formal request from the District of Chetwynd towards the purchase of our new (replacement) Fire Pumper Truck.

A budget of \$400,000.00 has been set for the purchase of this truck. We are asking for a 1/3 (\$133,330.00) contribution from Area “E” towards the purchase of this equipment.

Chetwynd and the Peace River Regional District have enjoyed a formal shared service arrangement on fire protection to the rural area adjacent to Chetwynd since 1987. We believe the service is of significant importance and value to the residents of Area “E” and we wish to continue to effectively provide that service.

Our intent is to replace our twenty-one year old #1 firetruck in 2015. Your consideration of our request and your assistance would be greatly appreciated.

Yours Truly,

D.B. (Doug) Fleming, ACIS, CMC
Chief Administrative Officer

Vision Statement

Chetwynd exists in order that area residents have sustainable opportunities for
Security, Health, Safety and Prosperity
in surroundings that display the best of our natural environment.

May 21, 2015

ROADS

Item	Cost Centre	2015	2016	2017	2018	2019	2020	2021	2022
44 St SE (45 St to 52B St) pulverize & repave	8220	250,000							
45St SE (Legion) pulverize and pave	8221	350,000							
51 Ave NE (42A Ave to east end) pave gravel road									
54 St SW (S. Access to south end) Reconstruct base and repave									
Lane between 53 St and 54 St downtown									
Hyw 29/Nicholson Road intersection									
42 Ave NE (46 St NE to east end) pave gravel surface									
51Ave NE, 44A Ave NE, 44 Place NE			600,000						
Westgate Road from Hwy 97 to west end - pave gravel road									
Upgrade 51 Ave NE and 45 St NE for access to Rec Centre									
53 St NW (47 Ave - south end) pulverize & repave									
Various Streets - to be determined by Council				600,000					
53 Ave SE (45 St to 45A St) road reconstruction (tie in with water main ext.)					206,600				
45A St SE (53 Ave to south end) road reconstruction (tie in with water main ext.)									
42A Ave NE (51 St to Campbell Way) (complete after sewer extension)									
40 St NE from (51A Ave to 52 Ave) reconstruct base and pave						199,000			
46 St NE (44 Ave to 42 Ave) pulverize & repave						160,400			
Nicholson Rd (45 Ave NE to North End) pulverize & repave						143,500			
Nicholson Rd (CN to 46 St NE) pulverize & repave						105,000			
Pulverize & repave 52B Ave SE (44 St SE to 44A St SE) pulverize & repave									
52 Ave NE (43A St to North Access Rd) pulverize & repave									
North Access (44 St to 52 Ave NE) pulverize & repave					54,100				
South Access Rd (Hwy 97 to 54 St SW) pulverize & repave									
South Access Rd (52 St to 50 St) pulverize & repave					67,500				67,500
North Access Rd (52A Ave NE to 52 Ave NE) pulverize & repave									32,500
45 St NE (Hwy 97 to north end) pulverize & repave									49,700
46 St NE (50 Ave to N Access Rd) pulverize & repave									67,100
52 Ave. NE (43 St to 43A St) pulverize & repave									30,600
South Access Road Realignment									
North Access Rd (Hospital Rd to Hwy 97) pulverize & repave									
Veterans Way (Nicholson Rd to Wabi Cr) pulverize & repave									
Nicholson Rd. (46 Ave to 45 Ave) Pulverize and repave					97,300				
46 St. NE (45 Ave to 44 Ave) Pulverize and repave									
Construct walkway on 52nd Ave/Nicholson Rd									
42 St. NE (52A Ave to 52 Ave) Reconstruct road structure and pave									
52 A Ave NE (40 St to 41 St) Pulverize and repave									
46 St. NE (46 Ave to 45 Ave) Pulverize and repave									
44 A St. SE (52B Ave to 53 Ave) Pulverize and repave							28,500		
43 St. NE (52B Ave to Cul-de-sac) pulverize and repave									85,800
52B Ave. NE (43 St to 52A Ave) pulverize & repave									50,300
41 St NE (52A Ave to 52 Ave) pulverize & repave							101,600		
43 St. NE (52 Ave to 52A Ave pulverize and repave							132,800		
51 Ave NE (43 St to 42A St) pulverize & repave							102,300		
North Access Rd. (46 st to Nicholson Rd) pulverize and repave							239,000		
46 Ave NW (52 St to 51 St) reconstruct base and pave									170,000
52 Ave. NE (42 St to 43 St) reconstruct base & pave					180,400				
45 Ave. NE (46 St to Nicholson Rd) pulverize & repave								60,300	
52 Ave. NE (42 St to 41 St) reconstruct base and pave								102,300	
South Access Rd. 53 St to 52 St) pulverize & repave								105,000	
Veterans Way (Access Rd to East end) pulverize & repave								99,200	
Wabi Cresc. SE (Veterans Way to 47A St) pulverize & repave								109,700	
45 Ave NW (52 St to North end)									
Nicholson Road Cross Walk			10,000	ICBC Grant 5,000					
South Access Rd (54 St SW to 53 St SW) pulverize & repave									
44 St NE (51A Ave to North Access Rd) pulverize & repave								57,200	
46 St NE (50 Ave to 49 Ave) pulverize & repave								86,200	
Airport Road (from Terminal bldg to east end) pave gravel									118,000
		610,000	600,000	600,000	605,900	607,900	604,200	619,900	671,500

[illegible]

EQUIPMENT	New Grader				187,000					
	Replace TC44 Loader			165,000						
	Upgrade Airport Sweeper			50,000						
	Replace Kubota Utility Vehicle	8229	25,000							
	Fire Dept. Pumper truck	8230	400,000							
	Server replacement			50,000						
	Replace Pickup Trucks	8231	55,000	30,000	30,000					
	Replace Suzuki Mini truck			10,000						
	Replace Water/Sewer service truck					65,000				
	Replace 4x4 pickup truck						40,000			
	Fire Dept. Equipment; 2017Thermal Camera, 2019 SCBA				10,000		170,000			
	Jaws of Life	8232	9,000							
	Gas detectors (3)	8233	5,000							
	Replace Ford Tractor						95,000			
	Replace one fleet pickup truck						25,000			
	Replace mini truck						10,000			
	Replace 4x4 pickup truck							35,000		
	Replace portable Generator								45,000	
	Replace 2 Ton single axle dump truck						75,000			
	Replace Top Dresser								10,000	
	Replace aerator								10,000	
	Replace John Deere 54CH Loader				150,000					
	Replace Schulte Mower								20,000	
	Replace Animal Control Van								27,000	
	Replace 1997 Flatdeck Truck									
	Replace John Deere Mower								65,000	
			494,000	305,000	227,000	215,000	340,000	170,000	112,000	65,000
	LAND	Property/Right of way acquisition	9511	10,000						
			10,000	0	0	0	0	0	0	
	To Be Determined by Council	8234	100,000	100,000	100,000	140,000	150,000	150,000	150,000	
	GPS Mapping			50,000						
	Resource Municipality Coalition	9059	50,000							
			150,000	150,000	100,000	140,000	150,000	150,000	150,000	
TOTAL PROPOSED BUDGET			\$10,145,500	\$2,100,000	\$1,956,000	\$1,838,900	\$2,865,900	\$1,476,700	\$4,381,900	\$2,351,500
FUNDING SOURCES	Capital from operations - General									
	Capital from Reserves - Water			0	0			0	0	
	Capital from operations - Sewer									
	Fair Share		1,224,816	1,095,000	1,319,000	1,223,900	1,375,900	921,700	769,900	1,286,500
	Gas Tax		81,500		100,000	100,000	250,000	185,000		200,000
	Administration Reserve									
	Finance Reserve									
	Sewer Capital Reserve									
	Airport Reserve		11,184							
	Tax Sale Land Reserve									
	Land Reserve		0	100,000	100,000	0	0	0	0	
	Equipment Reserve		80,000	205,000	127,000	115,000	170,000	170,000	112,000	65,000
	Fire Dept. Reserve		400,000		10,000		170,000			
	Sustainability Reserve		1,050,000	100,000	200,000	300,000	200,000	200,000	0	600,000
	Municipal Hall Reserve		1,410,000	200,000	100,000	100,000	100,000	0	0	200,000
	Grants Sewer Lagoons		3,000,000							
	Grants Medical Health Clinic and Wellness Centre		125,000							
	ICBC Grant Nicholson Road Cross Walk		5,000							
	Grants Build Reno		250,000							
	Grants East Trunk Main			400,000			600,000			
	3rd Party Contributions		3,000							
	Loan Sewer Lagoon		1,500,000							
Loan Medical Health Clinic and Wellness Centre		1,005,000								
Loan Reservoir #3 and Truck Main								3,500,000		
TOTAL FUNDING SOURCES			10,145,500	2,100,000	1,956,000	1,838,900	2,865,900	1,476,700	4,381,900	2,351,500



Engine 1 to be replaced with purchase made 2015 and delivery in 2016.

Previous Approved Funding Requests for Chetwynd.

Chetwynd Fire Truck Lease and equipment

MOVED by Director Caton, SECONDED by Director Goodings, that the January 12, 2001 Report from Mr. Slowinski, Director of Finance be received and approved, (with funding to come from Electoral Area 'E'), as follows:

- a) Fair Share 2000 - \$56,198 for the Fire truck lease payout; and
- b) Fair Share 2001 - up to \$22,313 for 20 Scott Airpaks; and
up to \$11,582 for radio upgrades

District of Chetwynd – Purchase of a 2007 Fire Truck

MOVED by Director Caton, SECONDED by Director Goodings, that the Rural Budgets Administration Committee approve a \$35,000 Area 'E' Fair Share Grant to be paid to the District of Chetwynd to go toward the purchase of a 2007 American LaFrance 65 Foot TeleSquirt Fire Truck.

Chetwynd Rescue Truck

MOVED by Director Hadland, SECONDED by Director Goodings, that the Rural Budgets Administration Committee approve an Area 'E' Fair Share commitment of \$147,150 toward the Chetwynd and Area rescue truck.



FIRE UNDERWRITERS SURVEY

A SERVICE TO INSURERS AND MUNICIPALITIES

c/o SCM Risk Management Services

Insurance Grading Recognition of Used or Rebuilt Fire Apparatus

The performance ability and overall acceptability of older apparatus has been debated between municipal administrations, the public fire service and many others for years. Fire Underwriters Survey (FUS) has reviewed experiences across Canada and in other countries and has developed a standard for acceptance of apparatus as the apparatus becomes less reliable with age and use.

The public fire service is unique compared to other emergency services in that fire apparatus vehicles are not continuously in use. However, when in use, the apparatus is subject to considerable mechanical stress due to the nature of its function. This stress does not normally manifest itself on the exterior of the equipment. It is effectively masked in most departments by a higher standard of aesthetic care and maintenance. Lack of replacement parts further complicates long term use of apparatus. Truck and pump manufacturers maintain a parts inventory for each model year for a finite time. After that period, obtaining necessary parts may be difficult. This parts shortage is particularly acute with fire apparatus due to the narrow market for these devices.

Fire Underwriters Survey lengthy experience in evaluating fire apparatus indicates that apparatus should be designed to an acceptable standard. The standard that is accepted throughout Canada by Fire Underwriters Survey is the Underwriters' Laboratories of Canada (ULC) Standard S515 (most updated version) titled, "Automobile Fire Fighting Apparatus," which was adopted as a National Standard of Canada in September 2004. Alternatively, NFPA 1901, the Standard for Automotive Fire Apparatus (most updated version) is also accepted by Fire Underwriters Survey with respect to apparatus design. Fire apparatus should be built by recognized manufacturers and tested by a suitably accredited third party.

Fire apparatus should respond to first alarms for the first fifteen years of service. During this period it has reasonably been shown that apparatus effectively responds and performs as designed without failure at least 95% of the time. For the next five years, it should be held in reserve status for use at major fires or used as a temporary replacement for out-of-service first line apparatus. Apparatus should be retired from service at twenty years of age. Present practice indicates the recommended service periods and protocols are usually followed by the first purchaser. However, at the end of that period, the apparatus is either traded in on new apparatus or sold to another fire department. At this juncture, the unit may have one or more faults which preclude effective use for emergency service. These deficiencies include:

- a. Inadequate braking system
- b. Slow pick-up and acceleration
- c. Structurally weakened chassis due to constant load bearing and/or overloading
- d. Pump wear

Insurance Grading Recognition of Used or Rebuilt Fire Apparatus

Page 2 of 6

FUS has modified its application of the age requirement for used or rebuilt apparatus. Due to municipal budget constraints within small communities we have continued to recognize apparatus over twenty years of age, provided the truck successfully meets the recommended annual tests and has been deemed to be in excellent mechanical condition. The specified service tests are outlined below under the heading "Recommended Service Tests for Used or Modified Fire Apparatus". Testing and apparatus maintenance should only be completed by a technician who is certified to an appropriate level in accordance with NFPA 1071, *Standard for Emergency Vehicle Technician Professional Qualifications*.

Insurance grading recognition may be extended for a limited period of time if we receive documentation verifying that the apparatus has successfully passed the specified tests. If the apparatus does not pass the required tests or experiences long periods of "downtime" we may request the municipal authority to replace the equipment with new or newer apparatus. If replacement does not occur, fire insurance grading recognition may be revoked for the specific apparatus which may adversely affect the fire insurance grades of the community. This can also affect the rates of insurance for property owners throughout the community.

Table 1 Service Schedule for Fire Apparatus For Fire Insurance Grading Purposes

Apparatus Age	Major Cities ³	Medium Sized Cities ⁴ or Communities Where Risk is Significant	Small Communities ⁵ and Rural Centres
0 – 15 Years	First Line	First Line	First Line
16 – 20 Years	Reserve	2 nd Line	First Line
20 – 25 Years ¹	No Credit in Grading	No Credit in Grading or Reserve ²	No Credit in Grading or 2 nd Line ²
26 – 29 Years ¹	No Credit in Grading	No Credit in Grading or Reserve ²	No Credit in Grading or Reserve ²
30 Years +	No Credit in Grading	No Credit in Grading	No Credit in Grading

¹ All listed fire apparatus 20 years of age and older are required to be service tested by recognized testing agency on an annual basis to be eligible for grading recognition. (NFPA 1071)

² Exceptions to age status may be considered in a small to medium sized communities and rural centres conditionally, when apparatus condition is acceptable and apparatus successfully passes required testing.

³ Major Cities are defined as an incorporated or unincorporated community that has:

- a populated area (or multiple areas) with a density of at least 400 people per square kilometre; AND
- a total population of 100,000 or greater.

⁴ Medium Communities are defined as an incorporated or unincorporated community that has:

- a populated area (or multiple areas) with a density of at least 200 people per square kilometre; AND/OR
- a total population of 1,000 or greater.

⁵ Small Communities are defined as an incorporated or unincorporated community that has:

- no populated areas with densities that exceed 200 people per square kilometre; AND
- does not have a total population in excess of 1,000.



Insurance Grading Recognition of Used or Rebuilt Fire Apparatus

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Table 2 Frequency of Listed Fire Apparatus Acceptance and Service Tests

	Frequency of Test					
	@ Time of Purchase New or Used	Annual Basis	@ 15 Years	@ 20 Years See Note 4	20 to 25 Years (annually)	After Extensive Repairs See Note 5
<u>Recommended</u> For Fire Insurance Purposes	Acceptance Test if new; Service Test if used & < 20 Years	Service Test	Acceptance Test	Acceptance Test	Acceptance Test	Acceptance or Service Test depending on extent of repair
<u>Required</u> For Fire Insurance Purposes	Acceptance Test if new; Service Test if used & < 20 Years	No Test Required	No Test Required	Acceptance Test	Acceptance Test	Acceptance or Service Test depending on extent of repair
Factor in FUS Grading	Yes	Yes	Yes	Yes	Yes	Yes
Required By Listing Agency	Acceptance Test	No	No	No	N/A	Acceptance Test
Required By NFPA See Note 6	Acceptance Test	Annual Service Test	Annual Service Test	Annual Service Test	Annual Service Test	Service Test

Note 1: See: 'Service Tests for Used or Rebuilt Fire Apparatus' for description of applicable tests

Note 2: Acceptance Tests consist of 60 minute capacity and 30 minute pressure tests

Note 3: Service Tests consist of 20 minute capacity test and 10 minute pressure test in addition to other listed tests

Note 4: Apparatus exceeding 20 years of age may not be considered to be eligible for insurance grading purposes regardless of testing. Application must be made in writing to Fire Underwriters Survey for an extension of the grade-able life of the apparatus.

Note 5: Testing after extensive repairs should occur regardless of apparatus age within reason.

Note 6: Acceptance Tests: See NFPA 1901, Standard for Automotive Fire Apparatus

Service Tests: See NFPA 1911, Standard for Service Tests of Fire Pump Systems on Fire Apparatus, Article 5.1



SERVICE TESTS FOR USED OR MODIFIED FIRE APPARATUS

The intent of this document is to ensure that all used or modified fire apparatus, equipped with a pump or used for tanker service, essentially meet the requirements of Underwriters' Laboratories of Canada (ULC) "Standard for Automobile Fire Fighting Apparatus" S515-04 or subsequent (current) editions of the Standard. Full adherence with the following specified tests is recommended when purchasing used apparatus.

1.) Weight Tests

1.1) Load Balance Test:

When fully laden (including a 460kg (1000 lbs) personnel weight, full fuel and water tanks, specified load of hose and miscellaneous equipment), the vehicle shall have a load balance of 22% to 50% of total vehicle mass on the front axle and 50% to 78% of this mass on the rear axle.

Distribution of mass of 33% and 67% respectively on the front and rear axles is preferable for a vehicle having dual rear tires or tandem rear axles.

For a vehicle having tandem rear axles and dual tires on each axle, a loading of between 18% and 25% on the front axle with the balance of mass on the rear axles is permissible.

2.) Road Tests

2.1) Acceleration Tests:

2.1.1) From a standing start, the apparatus shall attain a true speed of 55 km/h (35 mph) within 25 seconds for Pumpers carrying up to 3,150 litres (700 gallons) of water.

For apparatus carrying in excess of 3,150 litres (700 gallons) or apparatus equipped with aerial ladders or elevating platforms, a true speed of 55 km/h (35 mph) in 30 seconds should be attained.

2.1.2) The vehicle should attain a top speed of at least 80 km/h (50mph).

2.2) Braking Test:

The service brakes shall be capable of bringing the fully laden apparatus to a complete stop from an initial speed of 30 km/h (20 mph) in a distance not exceeding 9 metres (30 feet) by actual measurement. The test should be conducted on a dry, hard surfaced road that is free of loose material, oil and grease.



3.) **Pump Performance Tests**

3.1) **Hydrostatic Test**

Recent evidence of hydrostatic testing of the pump for 10 minutes at a minimum pressure of 3,400 kPa (500 psi). APPLICABLE TO NEW OR REBUILT PUMPS ONLY (see 3.3).

3.2) **Priming and Suction Capability Tests**

3.2.1.) **Vacuum Test:**

The pump priming device, with a capped suction at least 6 metres (20 feet) long, shall develop -75 kPa (22 inches of mercury) at altitudes up to 300 metres (1000 feet) and hold the vacuum with a drop of not in excess of 34 kPa (10 inches of mercury) in 10 minutes.

For every 300 metres (1000 feet) of elevation, the required vacuum shall be reduced 3.4 kPa (1 inch mercury).

The primer shall not be used after the 10-minute test period has been started. The test shall be made with discharge outlets uncapped.

3.2.2.) **Suction Capability Test:**

The pump (in parallel or series) when dry, shall be capable of taking suction and discharging water with a lift of not more than 3 metres (10 feet) through 6 metres (20 feet) of suction hose of appropriate size, in not more than 30 seconds and not over 45 seconds for 6000 L/min (1320 lgpm) or larger capacity pumps. Where front or rear suction is provided on midship pumps, an additional 10 seconds priming time will be allowed. The test shall be conducted with all discharge caps removed.

3.3) **Pump Performance**

3.3.1.) **Capacity Test:**

Consists of drafting water (preferably with a 10 feet lift) and pumping the rated capacity at 1000 kPa (150 psi) net pump pressure for a continuous period of at least 1 hour.

3.3.2.) **Pressure Test:**

Under the same conditions as in 3.3.1 above pumping 50% of the rated capacity at 1700 kPa (250 psi) net pump pressure for at least ½ hour



For additional information on the above noted tests and test procedures, the following documents provide useful data:

- Underwriters Laboratories of Canada (ULC) publication titled S515 Standard for Automobile Fire Fighting Apparatus, latest edition.
- Fire Underwriters Survey (FUS) publication titled Fire Stream Tables and Testing Data latest edition.
- International Fire Service Training Association (IFSTA) publication titled Fire Department Pumping Apparatus, latest edition.
- National Fire Protection Association (NFPA) 1901 Standard for Automotive Fire Apparatus, latest edition.
- National Fire Protection Association (NFPA) 1911 Standard for the Inspection, Maintenance, Testing, and Retirement of In-Service Automotive Fire Apparatus, latest edition.
- National Fire Protection Association (NFPA) 1912 Standard for Fire Apparatus Refurbishing, 2006 Edition

For further information regarding the acceptability of emergency apparatus for fire insurance grading purposes, please contact:

Western Canada	Quebec	Ontario	Atlantic Canada
Risk Management Services Fire Underwriters Survey 3999 Henning Drive Burnaby, BC V5C 6P9 1-800-665-5661	Risk Management Services Fire Underwriters Survey 1611 Crémazie Blvd. East Montreal, Quebec H2M 2P2 1-800-263-5361	Risk Management Services Fire Underwriters Survey 150 Commerce Valley Drive, West Markham, Ontario L3T 7Z3 1-800- 268-8080	Risk Management Services Fire Underwriters Survey 238 Brownlow Avenue, Suite 300 Dartmouth, Nova Scotia B3B 1Y2 1-800-639-4528



Peace River Regional District REPORT

To: Rural Budgets Administration Committee

From: Kim Frech, Chief Financial Officer

Date: May 6, 2015

Subject: Financial Report – April 2015

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

The report includes:

1. Grants-in-Aid (4 pages) - 2005 to 2015 balances remaining
 - Page 1 - Area B, Area C, Area E
 - Page 2 - Sub-Regional
 - Page 3 - Youth Travel Recipient Listing
 - Page 4 - Scholarship/Bursary Recipient Information
2. Fair Share Money Market Fund (1 page). Report Includes:
 - a. Opening Balance
 - b. Revenues (interest, annual payment/subscription, etc.)
 - c. Commitment amount (*first column after name of payee*)
 - d. Previous Years Payments
 - e. Payments made this year (*next 4 columns - column for each Area*)
 - f. Balance remaining of the Commitment (*last column*)
 - g. Actual Balance
 - h. Total Remaining Commitment
 - i. Balance available *after* remaining Commitments
3. BC Rail (includes revenue, expenditures and future commitments) (1 page)
4. Reserve (Appropriated Surplus) Balances (2 pages)

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

Thank you.

Staff Initials:

Dept. Head:

A handwritten signature in black ink, appearing to read "Kim Frech".

CAO:

A handwritten signature in black ink, appearing to read "Ch. Burk".

May 21, 2015

 Peace River Regional District Grants-In-Aid Summary of Payables - 2015		9-Mar-2015							
Current Year Allocation		2005-2009	2010	2011	2012	2013	2014	2015	GIA Remaining
			Budget	Budget	Budget	Budget	Budget	Budget	
			103,000.00	107,000.00	103,000.00	103,000.00	103,000.00	200,000.00	
			Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
AREA B			103,000.00	107,000.00	103,000.00	103,000.00	94,608.17		
	Big Bam Ski Hill	-	-	-	10,000.00	19,000.00	-		29,000.00
	Buick Creek Community Club	-	3,046.04	12,000.00	5,000.00	-	-		20,046.04
	Cache Creek Community Club	0.00	-	-		-	-		0.00
	Cecil Lake Rec. Commission	-	-	-		-	-		-
1,000.00	Fort St. John Gradfest	-	-	-	-	-	-		-
15,895.17	Golata Creek Recreation Society	-	(0.00)	-		-	9,299.93		9,299.93
22,830.00	Goodlow Community Club		-	5,929.60	-	7,834.24	15,512.55		29,276.39
	Halfway Graham Community Club	1,411.19	-	-		-	-		1,411.19
18,100.00	King's Valley Christian Camp	-	-	-	-	3,542.28	2,424.16		5,966.44
12,643.00	Montney Rec. Commission	-	-	(0.00)	-	-	-		(0.00)
7,390.00	North Peace 4-H Senior Council	-	-	-	-	-	-		-
8,500.00	North Peace Fall Fair Society	-	-	-	-	-	-		-
5,750.00	North Peace Historical Society	-	-	-	-		2,450.00		2,450.00
	North Peace Light Horse Assn.	-	-	-	2,460.23	-	-		2,460.23
	Osborn Community Club	-	-	(0.00)	2,602.87	3,725.00	-		6,327.87
	Rose Prairie Curling Society	-	-	0.00	0.00	483.73	-		483.73
1,000.00	Area B Rural Bursary	-	-	-	-	-	-		-
1,500.00	Youth Travel	-	-	-	-	-	-		-
94,608.17	Total Area B	1,411.19	3,046.04	17,929.60	20,063.10	34,585.25	29,686.64	-	106,721.82
		2005-2009	2010	2011	2012	2013	2014	2015	
			Budget	Budget	Budget	Budget	Budget	Budget	
			100,000.00	100,000.00	100,000.00	100,000.00	112,025.88	100,000.00	
			Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
AREA C			100,000.00	100,000.00	100,000.00	87,924.72	93,297.04		
	Big Bam Ski Hill	-	-	-	16,000.00	31,000.00	-		47,000.00
40,512.04	Charlie Lake Community Club	-	935.94	2,910.55	-	-	4,920.40		8,766.89
1,000.00	Fort St. John Gradfest	-	-	-	-	-	-		-
35,535.00	Lake Point Golf Club	-	-	-	-	4,241.96	-		4,241.96
	North Peace 4H Senior Council					2,415.92	-		2,415.92
8,500.00	North Peace Fall Fair Society				-	-	-		-
5,750.00	North Peace Historical Society	-	0.00	-	-	629.75	5,750.00		6,379.75
	North Peace Light Horse Assn.	-	-	-	0.00	-	-		0.00
	Whiskey Jack Nordic Ski Club	-	-	-	-	-	-		-
1,000.00	*Area C Scholarship	-	-	-	-	-	-		-
1,000.00	Youth Travel	-	-	-	-	-	-		-
93,297.04	Total Area C	-	935.94	2,910.55	16,000.00	38,287.63	10,670.40	-	68,804.52
		2005-2009	2010	2011	2012	2013	2014	2015	
			Budget	Budget	Budget	Budget	Budget	Budget	
			102,000.00	102,000.00	102,000.00	111,610.00	103,150.00	102,000.00	
			Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
AREA E			102,000.00	102,000.00	92,390.00	110,460.00	103,150.00		
27,650.00	Camp Emile	-	(0.00)	0.00	-	0.00	22,144.47		22,144.47
2,500.00	Chetwynd & Dist Rec. Centre	-	-	-	-	-	-		-
10,000.00	Chetwynd Electric Eels Swim Assn.	-	-	-	-	-	10,000.00		10,000.00
4,000.00	Chetwynd Gymkhana	-	-	-	-	2,507.85	1,826.24		4,334.09
19,889.74	Chetwynd Rod & Gun Club	-	-	-	-	-	-		-
8,000.00	Foothills Team Roping Club	-	-	-	-	173.41	1,200.00		1,373.41
3,500.00	Jackfish Community Association	-	-	(0.00)	-	1,533.15	1,377.86		2,911.01
4,400.00	Little Giants Figure Skating Club	-	-	-	-	-	-		-
14,405.00	Little Prairie Heritage Society	-	-	(0.00)	4,239.26	4,295.38	9,321.50		17,856.14
	Moberly Lake Community Assn.	-	-	-	5,435.31	-	-		5,435.31
	Pine Valley Exhibition Park Soc.	-	-	(0.00)	-	1,849.62	-		1,849.62
	Pine Valley Motor Sports	-	-	-	-	-	-		-
4,800.00	Pine Valley Seniors Assn.	-	-	-	-	73.00	285.19		358.19
	Sagitawa Christian Camping Society	-	-	-	-	-	-		-
1,000.00	Area E West Bursary	-	-	-	-	-	-		-
3,005.26	Youth Travel	-	-	-	-	-	-	(500.00)	(500.00)
103,150.00	Total Area E	-	(0.00)	0.00	9,674.57	10,432.41	46,155.26	(500.00)	65,762.22

		2005-2009	2010	2011	2012	2013	2014	2015	
SUB-REGIONAL			Budget	Budget	Budget	Budget	Budget	Budget	
			130,000.00	130,000.00	130,000.00	150,000.00	150,084.00	150,000.00	
			Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
			130,000.00	130,000.00	130,000.00	149,916.11	150,084.00		
4,953.25	Ark - Dawson Creek Youth Centre Society	-	-	-	-	-	-	-	-
4,953.25	Bessborough Community Club	-	-	74.96	-	-	-	-	74.96
11,398.49	Cutbank Community Club	-	-	-	-	0.00	(0.00)	-	0.00
20,753.25	Dawson Creek Sportsman's Club	-	-	-	-	-	-	-	-
9,995.32	Doe River Recreation Commission	-	-	-	-	-	-	-	-
7,390.00	Farmington Community Association	-	-	-	-	-	-	-	-
2,753.25	Groundbirch Rec. Commission	-	-	-	-	-	503.25	-	503.25
	Hats n' Chaps Gymkhana	-	-	-	3,958.99	-	-	-	3,958.99
	Kilkerran Recreation Commission	-	-	-	-	168.21	-	-	168.21
14,453.25	Kiskatinaw Fall Fair	-	-	-	-	2,484.01	528.05	-	3,012.06
18,550.64	McLeod Rec. & Social Services Society	-	-	-	-	-	(0.00)	-	(0.00)
4,500.00	Rolla Ratepayers	-	-	-	-	-	-	-	-
7,453.25	Sunset Prairie Recreation Commission	-	-	0.00	4,201.95	513.89	5,293.03	-	10,008.87
1,773.25	Swan Lake Enhancement Society	-	-	-	-	-	-	-	-
3,453.25	Tomslake Community Cultural Assn.	-	-	-	-	-	-	-	-
20,750.00	Tomslake & District Rec Commission	-	-	-	-	(0.00)	0.00	-	0.00
12,453.55	Tupper Community Club	-	-	-	-	-	-	-	-
3,000.00	Post Secondary Bursary	-	-	-	-	-	-	-	-
1,500.00	Youth Travel	-	-	-	-	-	-	-	-
150,084.00	Total Sub-Regional	0.00	0.00	74.96	8,160.94	3,166.11	6,324.33	-	17,726.34
441,139.21	COMBINED GRAND TOTALS	1,411.19	3,981.98	20,915.11	53,898.61	86,471.40	92,836.63		259,514.92
Prior Years Payable total =			166,678.29						
2014 Payable total =				92,836.63					
Total GIA Payable =					259,514.92				

Youth Travel Recipient Information

Area	Recipient	Total To-Date	2010	2011	2012	2013	2014	2015
Area B	Northern BC High School Rodeo	500	500					
	Northern BC High School Rodeo	500				500		
	Megan Smith, Rodeo travel	500					500	
	TOTAL granted for year		500	1,500	0	1,500	1500	
	TOTAL used		500	0	0	500	500	0
	BALANCE Remaining		0	0	0	0	0	
* Unused Youth amounts returned to reduce next tax year								
Area C	Inconnu Swim Club	300		300				
	Northern BC High School Rodeo	1,000	500		500			
	Northern BC High School Rodeo	500				500		
	TOTAL granted for year		1,000	1,000	1,000	1,000	1000	
	TOTAL used		500	300	500	500	0	0
	BALANCE Remaining		0	0	0	0	0	
* Unused Youth amount returned to reduce next tax year								
Area E	3 Nations Midget Hockey	650		350		300		
	Auroras Speed Skating Club	250		250				
	Chet Girls Club Volleyball	750	250		500			
	Chet Scotiabank Bantam Giants Hockey	850	350		500			
	Chet Secondary Boys Wrestling	350	350					
	Chet Secondary Girls Volleyball	1,250	250		200	800		
	Chet Talisman Energy Pee Wee Giants Hockey	500			500			
	Electric Eels Swim Club	600		300	300			
	Chetwynd Secondary Highschool Golf Team	300				300		
	Dawson Creek Juvenile Girls Curling	500					500	
	Chetwynd Girls Club Volleyball	300					300	
	Chetwynd Midget Giants							500
	TOTAL granted for year		2,000	2,000	2,000	2,000	3005.26	0
	TOTAL used for year		1,200	900	2,000	1,400	800	500
	BALANCE Remaining		0	0	0	0	0	-500
* Unused Youth amount returned to reduce next tax year								
Sub-Regional	Northern BC High School Rodeo	1,000			1,000			
	Northern BC High School Rodeo	1,000				1,000		
	TOTAL granted for year		1,500	1,500	1,500	1,500	1500	
	TOTAL used for year		0	0	1,000	1,000	0	0
	BALANCE Remaining		0	0	0	0	0	
* Unused Youth amount returned to reduce next tax year								

Scholarship/Bursary Recipient Information 2010 to Current

Area B Bursary

Year	Name	Amount	Amount Remaining	Date Claimed
2015				
2014	Rebecca Hedges	1,000	0	3-Sep-14
2013	Makayla MacLeod	1,000	0	13-Aug-13
2012	Eliza Li	1,000	0	2012
2011	Talia Miller	500	0	2011
2010	Kendra Young	500	0	2010
	TOTAL	4,000	0	

Area C Scholarship

Year	Name	Amount	Amount Remaining	Date Claimed
2015				
2014	Dylan Kassian	1,000	0	23-Aug-14
2013	Daisy Petrucci	1,000	0	15-Aug-13
2012	Stephanie Sutherland	1,000	0	2012
2011	Hannah Leber	500	0	2011
2010	Tawny Hosker	500	0	2010
	TOTAL	4,000	0	

Area E Bursary

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

Sub-Regional Bursary & Scholarship

Year	Name	Amount	Amount Remaining	Date Claimed
2015				
2014	Theran Basset	1,500	0	15-Jan-15
2014	Landon Farrow Trades	1,500	0	16-Sep-14
2013	Brenna McCullough - Academic	1,500	0	25-Sep-13
2013	Brad Skytte - Trades	1,500	0	02-Jul-13
2012	Kole Pierce	1,500	0	2012
2012	Michaela Wandling (Deferred to 2013)	1,500	0	2013
2011	Anders Carlstad	1,500	0	2011
2011	Gary Gordon	1,500	0	2011
2010	Erica Woolf	1,500	0	2010
2010	Dusty Bruhs (Deferred to 2011)	1,500	0	2010
	TOTAL	15,000	0	

Fair Share Commitments		April 2015		K. Goodings Area B	B. Sperling Area C	L. Hiebert Area D	D. Rose Area E	Total Fair Share
January 1, 2015 opening balance				1,876,736.81	3,306,247.39	2,726,942.05	2,325,069.08	10,234,995.33
Total interest earned to date				6,368.26	11,253.78	9,305.90	7,935.03	34,862.97
Subscription F/S \$								-
COMMITMENTS		Commitment	Previous Yrs. Payments	Fair Share Payments This Year				Remaining Commitment
Area B								
Addiction Centre		-						-
*Area B Municipal Facilities		13,200.00						13,200.00
Clearview Arena; Crawl Space R&M		75,000.00	59,456.85					15,543.15
Electrical Extension Grants		12,000.00						12,000.00
FSJ Library(annual payment)		31,300.00						31,300.00
Hudson's Hope Library; Disability Accessibility Renos		6,800.00		6,800.00				-
NP Care Centre FSJ; (25 Units)		250,000.00						250,000.00
NP Cultural Centre (pymt to 2017)		28,125.00		14,062.50				14,062.50
NP Fall Fair; Display Buildings		17,600.00	5,465.00					12,135.00
NP Light Horse Assn; Building Assessment		5,000.00						5,000.00
PR Regional Cattlemen's Assoc; Livestock Protection		50,000.00						50,000.00
Rural Gasification		680,000.00	32,367.25					647,632.75
Rural Improvements Grant		811,369.17						811,369.17
Sewage Rec Facility (Operating Deficit 25%)		-						-
		1,980,394.17	97,289.10	20,862.50	-	-	-	1,862,242.57
Area C								
Addictions Centre		-						-
CL Lagoon System		1,762,968.97			7,800.00			1,755,168.97
FSJ Airport Sub Communal H2O/Swr Fees		12,559.97	11,200.00					1,359.97
FSJ Library(annual payment)		15,000.00						15,000.00
FSJ NP Museum; Old Fort Cemetery Sign		1,414.49	1,038.49					376.00
NP Care Centre FSJ; (25 Units)		250,000.00						250,000.00
**NP Cultural Centre (pymt to 2017)		14,062.00			7,031.00			7,031.00
NP Light Horse Assn; Building Assessment		5,000.00						5,000.00
PR Regional Cattlemen's Assoc; Livestock Protection		50,000.00						50,000.00
Regional Parks Improvements		100,000.00						100,000.00
Rural Improvements Grant		618,734.23						618,734.23
Sewage Rec Facility (Operating Deficit 75%)		-						-
Water & Sewer		500,000.00						500,000.00
		3,329,739.66	12,238.49	-	14,831.00	-	-	3,302,670.17
Area D								
Bear Mnt Nordic Ski Assn; Ski Trails		10,000.00						10,000.00
Dawson Creek Gradfest Committee; Gradfest 2015		1,500.00				1,000.00		500.00
DC & Dist Stable & Arena Assoc; Manure Storage		20,000.00						20,000.00
Electrical Extension Grants		1,974.33	1,974.33					-
Hats 'n Chaps Gymkhana; Arena Rebuild		15,800.00	15,360.00					440.00
Kelly Lk Swr; Upgrades (Lift Stn, Pump, Alarm Dialer)		30,000.00	13,417.03			3,059.33		13,523.64
Northern Lights Recovery Centre		100,000.00						100,000.00
PR Regional Cattlemen's Assoc; Livestock Protection		50,000.00						50,000.00
Regional Parks & Trails (Parks)		75,000.00						75,000.00
Regional Parks & Trails (Trails)		25,000.00						25,000.00
Rolla Dyking System; Debris Trap		5,000.00	3,920.00					1,080.00
Rolla Sewer - Annual Oper. Grant		17,500.00	13,709.00					3,791.00
Rolla Sewer - Upgrades		20,000.00	17,429.53					2,570.47
Rural Gasification		1,000,000.00	53,798.50					946,201.50
Rural Improvements Grant		1,178,738.22						1,178,738.22
Rural Water Dev-Tmlk, Frmtg Const		125,032.17						125,032.17
Swan Lake Environmental Study		20,000.00	15,554.63					4,445.37
Swan Lake Weir Aluminum Gates		34,000.00	8,133.75					25,866.25
Tomslake & District VFD; Fire Truck		150,000.00						150,000.00
		2,879,544.72	143,296.77	-	-	4,059.33	-	2,732,188.62
Area E								
Bear Mnt Nordic Ski Assn; Ski Trails		4,000.00						4,000.00
Camp Sagitawa; Phase 1 Climbing Wall		20,000.00						20,000.00
Chetwynd & Dist. Rec Complex		1,325,000.00	1,269,278.08					55,721.92
Chetwynd Seniors Housing Society		150,000.00						150,000.00
Chetwynd Comm Arts Council; Fall Fair		7,900.00						7,900.00
Dawson Creek Gradfest Committee; Gradfest 2015		500.00					500.00	-
DC & Dist Stable & Arena Assoc; Manure Storage		20,000.00						20,000.00
Electrical Extension Grants		5,000.00						5,000.00
Groundbirch Hist Soc; Cemetery Columbarium		30,000.00					5,790.00	24,210.00
Hasler Tower Project		107,000.00	98,836.73					8,163.27
Hats 'n Chaps Gymkhana; Arena Rebuild		3,950.00	2,184.00					1,766.00
Little Prairie Heritage Soc; Engineering		25,000.00	6,090.00					18,910.00
Little Prairie Heritage Soc; Museum Repair		103,808.00	99,268.05					4,539.95
Little Prairie Heritage Soc; Tables, Tents		8,300.00						8,300.00
Northern Lights Recovery Centre		100,000.00						100,000.00
PR Regional Cattlemen's Assoc; Livestock Protection		50,000.00						50,000.00
Rural Gasification		700,000.00						700,000.00
Rural Improvements Grant		1,057,702.97						1,057,702.97
Senior Assisted Living		30,000.00						30,000.00
South Peace SPCA; Aspen Estate Feral Cats		5,000.00	2,500.00					2,500.00
Sunset Pr Rec Comm; Fair Kitchen		58,000.00					15,043.00	42,957.00
		3,811,160.97	1,478,156.86	-	-	-	21,333.00	2,311,671.11
Actual Balance at Month End				1,862,242.57	3,302,670.17	2,732,188.62	2,311,671.11	10,208,772.47
Total Remaining Commitment				1,862,242.57	3,302,670.17	2,732,188.62	2,311,671.11	Total Fair Share Reserve
Balance available after remaining commitments				-	-	-	-	
* Remaining amount from the previous, Area B Municipal Facilities commitment, established for groups within the municipality serving the rural areas								

May 21, 2015

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

	Area B	Area C	Area D	Area E	Total MMF BCR Grants in lieu
Opening balance	23,578.29	27,400.24	-	1,613.34	52,591.87
January	22.59	26.26	-	1.55	50.40
February	19.48	22.64	-	1.33	43.45
March	19.78	22.98	-	1.35	44.11
April	18.64	21.66	-	1.28	41.58
May					
June					
July					
August					
September					
October					
November					
December					
2015 Interest	80.49	93.54	-	5.51	179.54
Expenditures					
Fort St John Community Arts Council					-
Arts Advocates Patron Program	125.00	125.00			250.00
					-
Total Expenditures	125.00	125.00	-	-	250.00
April 30, 2015	23,533.78	27,368.78	-	1,618.85	52,521.41
Commitments					
NP Fall Fair Soc; Fair Ground Well Testing Sy	8,000.00				8,000.00
Siver Willow 4-H; Peace Lookout Cleanup		1,500.00			1,500.00
Balance available	15,533.78	25,868.78	-	1,618.85	43,021.41

Appropriated Surplus Balances as of April 30, 2015

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911 Emergency Capital Reserve	\$ 25,199.92	Green "Carbon" Project Reserve	\$ 11,531.80
BC Rail	\$ 52,521.41	Harp/Imp Sewer Capital Reserve	\$ 5,614.43
Buick Creek Arena Capital Reserve	\$ 102,404.47	Harp/Imp Sewer Operating Reserve	\$ 5,614.43
Buick Creek Arena Operating Res	\$ 52,534.28	Information System Plan Reserve	\$ 269,232.24
Building Reserve	\$ 601,178.03	Insurance Reserve	\$ 475,088.02
Charlie Lake Fire Capital Reserve	\$ 365,394.06	Kelly Lake Comm Ctr. Operating Reserve	\$ 15,281.87
Charlie Lake Sewer Capital Reserve	\$ 125,291.50	Kelly Lake Comm Ctr. Capital Reserve	\$ 12,225.50
Charlie Lake Sewer Operating Reserve	\$ 37,334.11	Kelly Lake Sewer Capital Reserve	\$ 11,281.73
Chetwynd Arena Capital Reserve	\$ 1,242,756.55	Kelly Lake Sewer Operating Reserve	\$ 20,239.08
Chetwynd Leis Cntr Capital Reserve	\$ 1,738,177.77	Landfill Closure Reserve	\$ 305,636.75
Chilton Sewer Capital Reserve	\$ 25,079.33	Moberly Lake Fire Capital Reserve	\$ 10,240.43
Chilton Sewer Operating Reserve	\$ 21,251.19	North Pine TV Reserve	\$ 46,148.65
Chilton Sewer Debenture Reserve	\$ -	NP Economic Development Commission	\$ 68,333.35
Clearview Arena Operating Reserve	\$ 61,747.37	NP Leisure Pool Building Repl Res	\$ 581,074.35
CLFD Fundraising	\$ -	NP Leisure Pool Capital Reserve	\$ 438,148.46
CLFD Operating Reserve	\$ 10,132.69	Regional Parks Capital Reserve	\$ 30,563.74
Comm Parks Water Capital Reserve	\$ 10,240.43	Regional Parks Operating Reserve	\$ 30,563.74
Comm Parks Water Operating Res	\$ 15,493.22	Rolla Creek Dyking Operating Reserve	\$ 4,121.13
Community Works (Gas Tax)	\$ 4,724,630.59	Rolla Sewer Capital Reserve	\$ 6,876.00
DC/PC Fire Capital Reserve	\$ 433,915.86	Rolla Sewer Operating Reserve	\$ 11,976.05
Election Reserve	\$ 3,524.40	Rural (Loan Fund)	\$ 3,316,882.05
Emergency Plan Reserve	\$ 252,558.86	Rural Fringe	\$ 2,014,070.64
Fair Share	\$ 10,208,772.47	Solid Waste Capital Reserve	\$ 4,755,155.10
Feasibility Reserve	\$ 73,050.51	Solid Waste Operating Reserve	\$ 1,020,787.13
Friesen Sewer Capital Reserve	\$ 2,063.90	Sub-Reg Recreation Insurance Reserve	\$ 112,189.02
Friesen Sewer Operating Reserve	\$ 15,213.07	Tomslake Fire Reserve	\$ 103,158.51
FSJ Airport Sewer Capital Reserve	\$ 31,458.95	Vehicle (Admin) Reserve	\$ 91,467.03
FSJ Airport Sewer Operating Reserve	\$ 41,330.96	Vehicle (BI) Reserve	\$ 41,751.27
FSJ Airport Water Capital Reserve	\$ 8,192.33	Vehicle (SW) Reserve	\$ 102,089.15
FSJ Airport Water Operating Reserve	\$ 20,796.50		
		TOTAL	\$ 34,219,586.38

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

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

Interest Grant Funds Available:	\$229,799.72
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Gas Tax	Committed	Previous Years Paid	Current Year Paid	Remaining
Buick Creek Arena	25,000.00	13,563.17	5,677.39	5,759.44
Charlie Lk Sewer Lagoon Upgrades & Three Phase Power Ext. @ Treatment Plant	2,850,000.00	153,610.43	212,254.90	2,484,134.67
Charlie Lk Sewer Monitoring	100,000.00	94,587.27		5,412.73
Clearview Arena; Boiler & Water Heater	40,000.00		40,000.00	-
Clearview Arena; Water System Retrofit	7,768.26		7,768.26	-
Doe River Rec Comm; Septic Tank Upgrades	2,600.00		2,565.50	34.50
Energy & Emissions Climate Action Plan	128,137.00	93,012.40		35,124.60
Electric Vehicle Charging Stations; Frmgton & CL	4,000.00	2,000.00		2,000.00
FSJ Airprt Sub H2O Meters & Infrastructure	30,000.00			30,000.00
Kelly Lake Community Centre - Upgrades	50,000.00	48,607.60		1,392.40
Kiskatinaw Watershed Research Project	240,000.00	160,000.00	40,000.00	40,000.00
Little Prairie Heritage Soc.; Museum Lighting	6,160.00		4,751.49	1,408.51
Rolla Sewer Lift Station Pumps & Electric	30,000.00	25,940.40		4,059.60
Rural Sewage System Study (AECOM)	35,248.23	35,248.23		-
Rural Sewage System Pilot Project	-			-
Sewage Receiving Facility (Domestic) at Charlie Lk	3,500,000.00			3,500,000.00
Tomslake & District Fire Department; Gas Furnace	20,000.00		20,000.00	-
Weather Stations	18,660.00			18,660.00
Total	\$7,087,573.49	\$626,569.50	\$333,017.54	\$6,127,986.45

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