



PEACE RIVER REGIONAL DISTRICT
Rural Budgets Administration Committee Meeting

A G E N D A

Thursday, February 15, 2018
at the Regional District Office Boardroom, 1981 Alaska Avenue,
Dawson Creek, BC **following the EADC Meeting**

1. **CALL TO ORDER** - Director Hiebert to Chair the Meeting
2. **DIRECTORS NOTICE OF NEW BUSINESS:**
3. **ADOPTION OF AGENDA:**
4. **ADOPTION OF MINUTES:**
M-1 Rural Budgets Administration Committee Meeting of January 24, 2018
5. **BUSINESS ARISING FROM THE MINUTES:**
6. **DELEGATIONS:**
7. **CORRESPONDENCE:**
8. **REPORTS:**
R-1 February 2018 – Report from Kim Frech, Chief Financial Officer – 2018 Electoral Area Budgets
(Report to be handed out at the meeting)
9. **DISCUSSION ITEMS:**
10. **NEW BUSINESS:**
11. **COMMUNICATIONS:**
12. **DIARY:**
DIA-1 Diary Items
13. **ADJOURNMENT:**



PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING MINUTES

DATE: January 24, 2018

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: **Directors**

Director Rose, Meeting Chair
Director Hiebert
Director Goodings

Absent

Director Sperling

Staff

Chris Cvik, Chief Administrative Officer
Shawn Dahlen, Deputy Chief Administrative Officer
Kim Frech, Chief Financial Officer
Trish Morgan, General Manager of Community Services
Crystal Brown, Electoral Area Manager
Kelsey Bates, Executive Assistant

Others

Call to Order The Chair called the meeting to order at 1:00 pm

DIRECTORS NOTICE OF NEW BUSINESS: None.

ADOPTION OF AGENDA:

MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee Meeting agenda for the January 24, 2017 meeting, including Director's new business and additional items for the agenda, be adopted as amended:

1. **CALL TO ORDER** - Director Rose to Chair the Meeting
2. **DIRECTORS NOTICE OF NEW BUSINESS:**
3. **ADOPTION OF AGENDA:**
4. **ADOPTION OF MINUTES:**
M-1 Rural Budgets Administration Committee Meeting of December 14, 2017
5. **BUSINESS ARISING FROM THE MINUTES:**
6. **DELEGATIONS:**
D-1 Kayla Boyd, Watershed Technician, City of Dawson Creek re: Watershed Stewardship Program
7. **CORRESPONDENCE:**
C-1 November 3, 2017 Letter from the Village of Pouce Coupe – NCLGA Bus
C-2 Letter from Kari Walker, Aaron Powell & the Grade 10 Jr. Girls Volleyball Team
C-3 Letter from Justin Fehr – Scholarship Thank You
C-4 Scott Adam Stevens and Jennifer Lynn Stevens Electrical Extension Grant

Application

- C-5 January 10, 2018 – Moberly Lake Community Association Recreation and Cultural Grants-in-Aid – Funding Amendment

8. REPORTS:

- R-1 December 20, 2017 – Report from Jill Rickert, Community Services Coordinator – Gas Tax Application – Osborn Community Hall
- R-2 December 21, 2017 – Report from Bryna Casey, Parks and Rural Recreation Coordinator – Silver Willow – Peace Lookout Cleanup
- R-3 December 23, 2017 – Report from Kim Frech, Chief Financial Officer – Removal of Fair Share Commitments
- R-4 December 29, 2017 – Report from Trish Morgan, General Manager of Community Services and Bryna Casey, Parks and Rural Recreation Coordinator – Chetwynd Library Feasibility Study Recommendation
- R-5 January 18, 2018 – Report from Trish Morgan, General Manager of Community Services – Blanket Grant Application Policy
- R-6 January 10, 2018 – Report from Kelsey Bates, Executive Assistant – Electoral Area Manager Attendance at Annual Conferences
- R-7 January 10, 2018 – Report from Jill Rickert, Community Services - Gas Tax Grant – Sweetwater Parkland Farmers Institute
- R-8 January 11, 2018 – Report from Jill Rickert, Community Services Coordinator – Grant Application – Moberly Lake Fire Department – New Roof for Hall
- R-9 January 18, 2018 – Report from Jill Rickert, Community Services Coordinator – Funding Amendment – 2016 Grants-in-Aid – Rose Prairie Community Curling Centre
- R-10 January 8, 2018 – Report from Jennifer Rudyk, Finance Clerk – Financial Report – January Meeting

9. DISCUSSION ITEMS:

10. NEW BUSINESS:

11. COMMUNICATIONS:

12. DIARY:

DIA-1 Diary Items

13. ADJOURNMENT:

CARRIED

ADOPTION OF MINUTES:

M-1
Dec. 14, 2017 RBAC
Minutes

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee Meeting Minutes of December 14, 2017 be adopted as amended by updating Item C-2 (Brad Klassen - Fair Share Electrical Extension Grant) to utilize funds from Area B Fair Share, as opposed to Area C Fair Share.

CARRIED

BUSINESS ARISING FROM THE MINUTES: None.

DELEGATIONS:

D-1
Watershed
Stewardship Program

Kayla Boyd, Watershed Technician and Michelle Greenwood, Watershed Technician from the City of Dawson Creek attended to provide a presentation on the City of Dawson Creek's Watershed Stewardship Program.

D-1
Watershed
Stewardship Program
(continued)

The presentation reviewed:

- Dawson Creek and Pouce Coupe's water source - the Kiskatinaw River
- The City's watershed and the components thereof
- The watershed program and its goals, including water quality
- Water quality parameters
- Local contaminants of the water supply - physical, chemical and biological
- The effects of turbidity on pump houses in the watershed, such as shut downs, bacteria and an overall lesser quality of water
- Sampling results from 2017:
 - o TOC levels are higher than water quality guidelines in various samples
 - o E.coli sampling - 7 exceedances were identified over the entire year
 - o South and North Brassey exceedances were off the charts
 - Water treatment processes will eliminate these bacteria's, but as the quality of the water decreases the treatment costs will increase
 - o 79% of the flow is from ground water
 - o Most metal exceedances in the sampling were also in the Brassey
 - Particles are small and more difficult to treat, but measures are in place for treatment.
 - o The Brassey is an area of interest for the watershed program due to the exceedances on the samples. They are looking to identify sources of contamination and mitigate them
- Water quantities - raw and treated water storage
- Flow and water levels of the river are monitored automatically
 - o This flow dictates the City's withdraw maximums
- With reservoirs and weirs combined, the City has 385 days of water stored
- New South Dawson reservoir will bring the City's water storage up to 540 days
 - o Construction set to finish in July of 2018
- Bearhole Lake - water balance study and hydrometric measuring
 - o A depth profile study was completed in addition to water quality probes looking for ground water intakes
- Community extension measures
 - o Educational events take place around to community to raise knowledge and awareness of the local watershed
- Partnerships and stakeholder contributions were identified

The Meeting was Recessed at 1:23 pm to continue with the EADC Meeting.

The Meeting Reconvened at 3:00 pm.

CORRESPONDENCE:

C-1
Nov. 3/17 – NCLGA
Bus

MOVED by Director Hiebert, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee send a letter to the Village of Pouce Coupe thanking them for the offer, but declining the use of a shared chartered bus for transportation to the 2018 NCLGA Conference.

CARRIED

C-2
Jr. Girls Volleyball
Team Thank you

MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee receive the thank-you letter from the Grade 10 Jr. Girls Volleyball Team for information.

CARRIED

C-3
Scholarship Thank You
Letter

MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee Meeting receive the scholarship thank-you letter from Justin Fehr for information.

CARRIED

C-4
Scott and Jennifer
Stevens Electrical
Extension Grant
Application

MOVED by Director Hiebert, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee approve \$4,000 from Electoral Area D, Fair Share Funds, for the Fair Share Electrical Extension Grant of Scott Adam Stevens and Jennifer Lynn Stevens.

CARRIED

C-5
Moberly Lake
Community
Association Recreation
and Cultural Grants-in-
Aid – Funding
Amendment

MOVED by Director Hiebert, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee approve the funding amendment request from Moberly Lake Community Association and authorize the reallocation of the remaining portion of their 2016 GIA allocation, in the amount of \$1,847.12, to be used to assist with the cost of replacing the roof at the Moberly Lake Community Hall in the summer of 2018.

CARRIED

OPPOSED: Director Goodings

REPORTS:

R-1
Dec, 20/17 - Gas Tax
Application – Osborn
Community Hall

MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve the grant application from the Osborn Community Hall and authorize a Gas Tax Grant in the amount of \$5,617.50 to be used to pay for the purchase and installment of the second furnace.

CARRIED

R-2
Silver Willow – Peace
Lookout Cleanup

MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee authorize a retroactive grant in the amount of \$1,500 from Area C BC Rail/PRA funds to the Silver Willow 4-H Club for the completed removal of garbage and providing general maintenance of the Peace Valley Lookout from May to September of 2017.

CARRIED

MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee advise the Silver Willow 4-H Club that for future funding requests, the applicant will be required to follow the PRRD grant application process and register as a not-for-profit society.

CARRIED

MOVED by Director Goodings, SECONDED by Director Hiebert,
That starting in 2018, and until such time that the Peace Lookout becomes an official regional park where a contract for services can be entered into for maintenance, the Rural Budgets Administration Committee no longer fund organizations to clean-up the Peace Lookout.

CARRIED

R-3
Dec. 23/17 - Removal
of Fair Share
Commitments

MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee remove the following Area 'E'
items from the Fair Share List of Commitments as of December 2017.

Area 'E'

Chetwynd: Fire Apparatus	\$ 8,484.59
Chetwynd Senior Housing Society	\$ 150,000.00
Northern Lights Recovery Centre	\$ 100,000.00
SP SPCA: Aspen Estate Feral Cats	<u>\$ 2,500.00</u>
Total	\$ 260,984.59

CARRIED

MOVED by Director Hiebert, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee remove the following Area 'D'
items from the Fair Share List of Commitments as of December 2017.

Area 'D'

Northern Lights Recovery Centre	\$ 100,000.00
Swan Lake Environmental Study	\$ 4,445.37
Swan Lake Weir Aluminum Gates	<u>\$ 25,866.25</u>
Total	\$ 130,311.62

CARRIED

R-4
Dec. 29/17 -
Chetwynd Library
Feasibility Study
Recommendation

MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee commit \$20,000 to cover the costs
of a direct award RFP for the Chetwynd Library design from Area 'E', PRA funds - Item
#7.

CARRIED

MOVED by Director Hiebert, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee provide a report to the Regional
Board recommending that the Purchasing Policy be waived in order to direct award
the Chetwynd Library design RFP, to which Area 'E' has committed \$20,000.

CARRIED

R-5
Jan. 18/18 - Blanket
Grant Application
Policy

MOVED by Director Hiebert, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee recommend that the Board
approve the Blanket Grant Application Policy as presented, which establishes the
minimum standards of information to be collected through grant applications.

CARRIED

MOVED by Director Hiebert, SECONDED by Director Goodings,
That Rural Budgets Administration Committee recommend to the Board that staff
bring a report back to the Committee by September of 2018 that identifies options to
streamline the Rural Recreational and Cultural Grants-in-Aid application process.

CARRIED

R-6
Jan. 10/18 Electoral Area Manager Attendance at Annual Conferences

MOVED by Director Hiebert, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee predetermine which conferences the Electoral Area Manager (EAM) should attend from March of 2018 to February of 2019; further that the Electoral Area Manager be approved to attend the NCLGA AGM and the UBCM Convention in 2018 in addition to the BC Natural Resource Forum and Electoral Area Directors Forum in 2019.

CARRIED

R-7
Jan. 10/18 - Gas Tax Grant – Sweetwater Parkland Farmers Institute

MOVED by Director Hiebert, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee authorize a grant to the Sweetwater Parkland Farmers Institute in the amount of \$19,488 from the Community Works Gas Tax Fund for the installation of a new energy efficient boiler for the Farmington Community Hall.

CARRIED

R-8
Jan. 1/18 - Grant Application – Moberly Lake Fire Department – New Roof for Hall

MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee deny the grant application from the Moberly Lake Fire Department, for a grant in the amount of \$18,690 to assist with the cost of a new metal roof for the Moberly Lake Fire Hall, as this request is for a reimbursement of expenses already paid on work previously completed.

CARRIED

R-9
Jan. 18/18 - Funding Amendment – 2016 Grants-in-Aid – Rose Prairie Community Curling Centre

MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee request that the Rose Prairie Community Curling Centre conduct a community survey regarding the removal of ice equipment at the Centre, prior to the consideration of the funding amendment application to reallocate the remaining 2016 grants-in-aid in the amount of \$3,896.22 to assist with the costs of removing the ice equipment from the Centre.

CARRIED

R-10
Jan. 8, 2018 - Financial Report – January Meeting

MOVED by Director Hiebert, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee receive the Financial Report – January Meeting for information.

CARRIED

DISCUSSION ITEMS: None.

NEW BUSINESS: None.

COMMUNICATIONS: The Committee agreed to keep the Communications heading on future Agendas.

DIARY

DI-1 –RBAC Diary No changes were made to the Diary.

ADJOURNMENT: The Chair adjourned the meeting at 4:07 pm

Director Dan Rose, Chair

Kelsey Bates, Executive Assistant



PEACE RIVER REGIONAL DISTRICT

2018

Financial Plan Summary

diverse. vast. abundant.



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Statements and Goals

The Peace River Regional District is governed by the Local Government Act, the Community Charter and various other Provincial Acts and Regulations.

Local Governments cannot have a deficit budget and must balance the budget.

Regional Districts operate with "functions" and cannot move funds from one function to another.

One of the difficulties when preparing a Regional District budget is that the tax rates vary for all municipal and electoral area participants as well as for the individual service areas. This means that the theory of applying one tax rate or one set percentage of increase is not something that can be achieved.

Another factor that effects the preparation of the budget and the tax rate is the prior year surplus. For Regional Districts the surplus must be carried over to the following year. This can drastically affect the tax rate from year to year - if the surplus is up the tax rate is down and vice versa.



Types of Services

Legislative and Administration

All taxpayers participate in these functions paying the same rate with the exception of Legislative Electoral where only the Electoral Areas participate with all areas paying the same rate.

Regional Services

All taxpayers participate in these functions paying the same rate.

Sub-Regional Services

Partnerships are formed between electoral areas and/or with municipalities to establish a service area and only the taxpayers in those service areas pay the taxes for that specific service.

Local Services

Only the taxpayers participating in that specific service are taxed.



FINANCIAL PLAN

EXPENDITURES

Legislative & Administration	\$	9,366,233
Fair Share & Gas Tax (Rural)	\$	4,003,532
Regional Services	\$	18,888,927
Sub-Regional Services	\$	11,460,404
Water & Sewer Services	\$	1,869,756
Local Services	\$	21,934,620
	\$	<u>67,523,472</u>

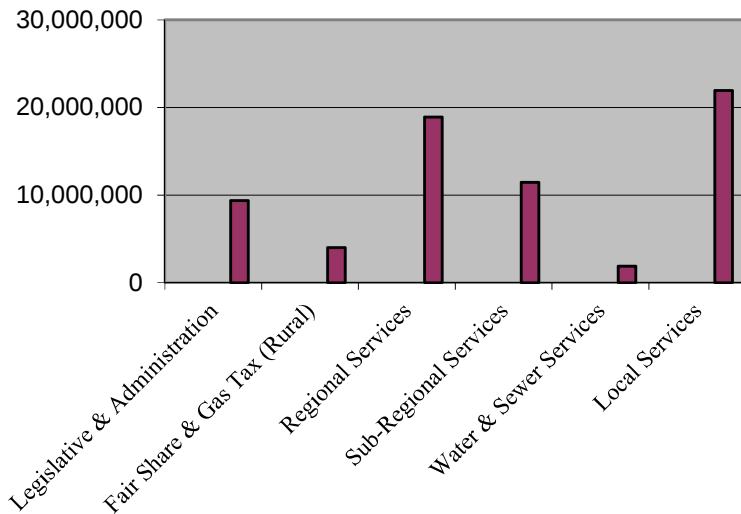
Rounding

REVENUE

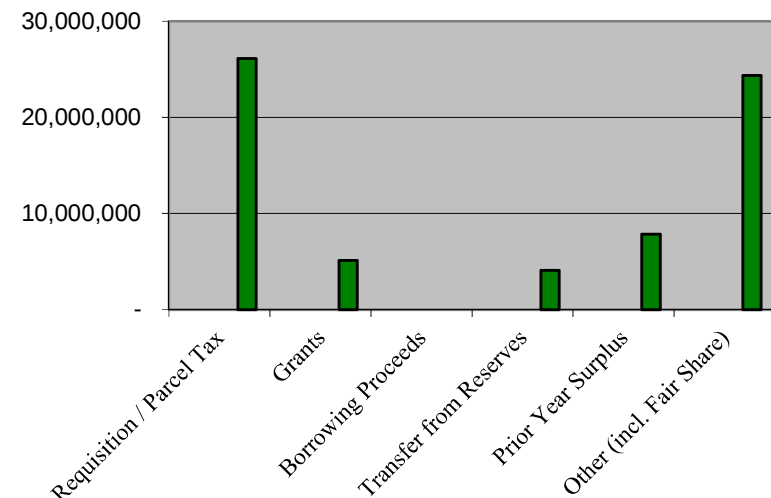
Requisition / Parcel Tax	\$	26,119,795
Grants	\$	5,125,892
Borrowing Proceeds	\$	-
Transfer from Reserves	\$	4,077,162
Prior Year Surplus	\$	7,849,974
Other (incl. Fair Share)	\$	<u>24,350,645</u>
	\$	<u>67,523,468</u>

Rounding

Financial Plan - Expenditures



Financial Plan - Revenues



**Changes to Financial Plan**

	<u>Budget</u>	% Change	<u>Requisition</u>	% Change	Requisition Is <u>% of Budget</u>
2018	\$ 67,523,472	-0.9702%	\$ 26,119,795	-3.1322%	38.683%
2017	\$ 68,184,988	6.0346%	\$ 26,964,387	1.3543%	39.546%
2016	\$ 64,304,494	-40.5472%	\$ 26,604,098	11.0834%	41.372%
2015	\$ 108,160,508	12.0352%	\$ 23,949,654	3.3458%	22.143%
2014	\$ 96,541,505	6.2078%	\$ 23,174,291	4.9345%	24.004%
2013	\$ 90,898,694		\$ 22,084,526		

Some of the functions contributing to the change between the 2017 and 2018 Budgets (+/- \$200,000)

<u>1190</u>	Legislative - Electoral Area	164,304
<u>1210</u>	Administrative - Fiscal & Other	212,725
<u>2510</u>	Emergency Planning	(2,344,899)
<u>4300</u>	Regional Solid Waste	(695,039)
<u>6500</u>	Economic Development	(218,799)
<u>7131</u>	NP Leisure Pool	(462,361)
<u>7150</u>	Chetwynd Arena	2,261,416
<u>7181</u>	Community Parks (Wate)	209,610
<u>8000</u>	Fiscal Services - MFA (municipal debt)	221,160
<u>2-4201</u>	Charlie Lake Sewer	(1,420,783)
		<u>(2,072,665)</u>



PEACE RIVER REGIONAL DISTRICT

2018

Requisition

	<u>2018</u>	<u>2017</u>	Increase (Decrease)	
Chetwynd	\$ 1,177,883	\$ 1,338,101	\$ (160,218)	-12.0%
Dawson Creek	\$ 1,560,445	\$ 1,688,517	\$ (128,072)	-7.6%
Fort St. John	\$ 2,881,091	\$ 2,786,053	\$ 95,038	3.4%
Hudson's Hope	\$ 154,119	\$ 168,939	\$ (14,820)	-8.8%
Pouce Coupe	\$ 73,637	\$ 77,661	\$ (4,024)	-5.2%
Taylor	\$ 157,726	\$ 179,073	\$ (21,347)	-11.9%
Tumbler Ridge	\$ 316,517	\$ 327,420	\$ (10,903)	-3.3%
Area B	\$ 2,124,395	\$ 2,228,049	\$ (103,654)	-4.7%
Area C	\$ 650,951	\$ 698,218	\$ (47,267)	-6.8%
Area D	\$ 1,148,433	\$ 1,045,192	\$ 103,241	9.9%
Area E	\$ 1,014,954	\$ 970,849	\$ 44,105	4.5%
Local Services	\$ 14,859,642	\$ 13,717,895	\$ 1,141,747	8.3%
TOTAL	\$ 26,119,795	\$ 25,225,967	\$ 893,828	3.5%



Requisition Change

2018	Tax Requisition	\$ 26,119,795
2017	Tax Requisition	\$ 25,225,966
	Increase	<u>\$ 893,829</u> 3.54%

Assessment Change

(Converted Assessment - Used for Budget Calculations)

2018	Converted Assessment	\$ 2,987,939,981
2017	Converted Assessment	\$ 2,939,047,638
	Increase	<u>\$ 48,892,343</u> 1.66%

No major change to Requisition from 2017. Largest increase is adding Potable Water (Area B) \$789,079
Other functions have gone up and some down for the overall increase.



Fire Protection

There are three rural fire departments that have service areas established to raise revenues.

<u>Rural Fire Departments</u>		<u>2018 Budget</u>	<u>2018 Requisition</u>	<u>2017 Requisition</u>	<u>2017 Call-outs</u>	<u>2017 Cost/Call</u>	<u>2018 ** Cost/Call</u>
2410	Charlie Lake	\$ 1,421,452	\$ 745,050	\$ 745,742	63	\$ 11,837	\$ 11,826
2414	Moberly Lake	\$ 76,187	\$ 76,225	\$ 79,360	13	\$ 6,105	\$ 5,863
2416	Tomslake	\$ 108,502	\$ 108,559	\$ 106,153	26	\$ 4,083	\$ 4,175
		**(3) Based on 2017 Requisition divided by 2016 Call-outs					

There are fire protection areas on the fringe of five of the municipalities that have rural service areas. Agreements are in place and funds are raised within the service area outside the municipality to pay a percentage of the municipal fire budget.

<u>Fire Protection Areas with Municipal Agreements</u>		<u>2018 MUNICIPAL Fire Dept. Budget</u>	<u>2018 RURAL Requisition</u>	<u>2017 Total Call-outs</u>	<u>2017 Rural Call-outs</u>	<u>*(3) Municipal Fire Dept. Cost per Call-out</u>	<u>*(3) Rural Only Cost per Call-out</u>
						Total Call-Outs	Rural Req./Rural Call-Outs
2411	Chetwynd	\$ 308,655	\$ 81,179	111	57	\$ 2,781	\$ 1,424
2412	Dawson Creek *(1) (93% of Req.)	\$ 3,356,068	\$ 366,494	443	17	\$ 7,576	\$ 21,558
2412	Pouce Coupe *(1) (7% of Req.)	\$ 247,971	\$ 27,586	115	22	\$ 2,156	\$ 1,254
2413	Fort St. John *(2)	\$ 4,562,537	\$ 595,299	837	52	\$ 5,451	\$ 11,448
2415	Taylor	\$ 384,290	\$ 226,952	174	13	\$ 2,209	\$ 17,458

*(1) Note: Dawson Creek & Pouce Coupe are one service area with all taxpayers paying same rate.

*(2) Note: Fort St. John includes final payment of \$100,000 toward the new fire hall.

*(3) Note: The cost per call-out is the 2017 budget divided by total 2016 call-outs

Fire Departments with No Rural Fire Protection Areas - Number of Call-outs

Hudson's Hope	60	Tumbler Ridge	143	Arras	18
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-4300

Solid Waste

Solid Waste - Expenditures

Administration/Operations (incl. debentures)	2,588,334
Vehicles	70,500
Supplies (computer/office/shop)	62,000
Transfer to Reserves	1,223,420
Operations (includes Addtn'l Site Work)	530,700
Contractors	5,351,700
Transport/Haul	621,200
Extra Charges Recoverable (In/Out)	-
Recycling / Waste Reduction	851,000
Spring/Fall Clean-up	100,000
Water Monitoring	344,300
Remediation / Closure	50,000
Capital	3,233,500
Total Expenditures	15,026,654

Solid Waste - Revenue

Tax Requisition - Electoral	4,137,638
Tax Requisition - Municipal	1,739,766
Grants	600,000
Fees (includes Cash Short/Over)	3,892,670
Extra Charges Recoverable (In/Out)	-
Admin Fees from Other Functions	39,500
Recovered Costs	20,000
Recycling commission & MMBC	81,100
Other/Miscellaneous/Sale of Assets	98,428
Borrowing Proceeds	-
Transfer from Reserves	2,000,000
Appr. Surplus - Solid Waste	2,417,552
Total Revenue	15,026,654

Tax Rate \$ 0.25 per \$1,000 of taxable assessment - Improvements Only

	<u>Budget</u>	<u>Requisition</u>	<u>Tax Rate</u>	<u>Tax % of Budget</u>
2018	15,026,654	5,877,404	\$ 0.31	39%
2017	16,894,964	5,750,672	\$ 0.31	37%
2016	18,974,155	7,043,406	\$ 0.31	37%
2015	14,242,152	6,692,452	\$ 0.31	47%
2014	15,078,001	6,117,721	\$ 0.31	41%



Water & Sewer Systems

The Peace River Regional District operates one water system and seven rural sewer systems plus starting 2018 rural potable bulk stations (Area B only).**

	<u>2018 Budget</u>	<u>Parcel Tax</u>	<u>Number</u>	
Fort St. John Airport Subdivision Water	\$ 74,459	\$ 15,500	58	Parcel tax & user fees
Fort St. John Airport Subdivision Sewer	\$ 78,532	\$ 19,000	58	Parcel tax & user fees
Charlie Lake Sewer **	\$ 1,539,751	\$ 71,100	654	Parcel Tax & 380 user fees
Chilton Sewer	\$ 22,839	\$ 23,500	35	Parcel tax only - no user fees
Friesen Sewer	\$ 12,708	\$ 4,000	13	Parcel tax & user fees
Harper Imperial Sewer	\$ 71,213	\$ 50,013	60	Parcel tax & user fees
Kelly Lake Sewer	\$ 35,227	\$ 18,750	21	Parcel tax only - no user fees
Rolla Sewer	\$ 35,027	\$ 27,500	67	Frontage tax
Potable Water - Area B	\$ 5,375,027	\$ 789,079	Area B	Assessment - Improvements Only

*** Charlie Lake Sewer is funded via user fees only for operations.*

The parcel tax was previously for debenture payments which are now done.

Starting in 2017 there is a parcel tax of \$150 per parcel to be placed in reserve for use for improvements to existing system.

The large increase to the budget is for the new lagoons, the storage pond plus the Truck Receiving Facility - all of these major cost projects were funded via Fair Share and Gas Tax in 2015/2016 now the user fees pay for operations to be self sufficient from the Charlie Lake Sewer System..



PEACE RIVER REGIONAL DISTRICT

2018

-8000

Long Term Debt

2018 Scheduled Payments

Principal Interest Total

2017
Year End
Balance

Municipal Long Term Debt

Dawson Creek	2,388,049	1,581,757	3,969,806	30,494,494
Fort St. John	1,479,492	1,632,473	3,111,965	37,526,453
Hudson's Hope	1,765	795	2,560	14,151
Tumbler Ridge	114,206	112,053	226,259	1,234,489
Chetwynd	112,401	77,200	189,601	2,984,864
Pouce Coupe	-	-	-	-
Taylor	-	-	-	-
Total	4,095,913	3,404,279	7,500,191	72,254,451

Regional District Long Term Debt

Solid Waste	850,262	322,674	1,172,936	3,296,223
Clearview Gym	240,000	22,000	262,000	240,000
South Peace Multiplex	624,949	833,000	1,457,949	8,385,877
Buick Arena	77,742	104,175	181,917	1,700,973
Chetwynd Rec Plex	239,707	321,210	560,917	5,244,727
Harper/Imperial Sewer	22,604	15,389	37,992	330,176
Total	2,055,263	1,618,447	3,673,711	19,197,975

Total Municipal and Regional District Debt 91,452,426

**Payroll Budget**
(wages and benefits)

	<u>2018</u>	<u>2017</u>	<u>Increase</u>	
Administration / Finance	\$ 1,864,367	\$ 1,834,205	2%	Community Services Coordinator was part of year now full year budget plus new position of Procurement Manager 1/2 year start (if approved)
Electoral Area	\$ 102,871	\$ 83,491	23%	Last year half of GM of Community Services wages charged here now have FT EA Manager
Management of Development	\$ 546,911	\$ 555,669	-2%	
RD Development	\$ 446,400	\$ 444,168	1%	
Building Inspection	\$ 201,521	\$ 189,385	6%	Addition of Level 3 for full year. Additional costs to be paid for by the municipalities (except FSJ).
Solid Waste	\$ 846,787	\$ 837,872	1%	
Community Services	\$ 365,913	\$ 363,702	1%	Full year of Protective Services Manager
Parks & Recreation	\$ 86,551	\$ 86,723	0%	
Invasive Plants	\$ 162,569	\$ 158,418	3%	Slight increase in hours for summer workers since working 40 hour weeks.
Charlie Lake Fire Department	\$ 235,367	\$ 234,383	0%	
NP Economic Dev Commission	\$ -	\$ 198,943		
	<u>\$ 4,859,258</u>	<u>\$ 4,986,959</u>	<u>-3%</u>	

***Note that all 3 Community Services wages are posted to Emergency Planning, then funds are collected from the applicable functions/service areas where the staff work (of the total \$366K charged there is \$181K collected to offset). This is also the same for the GM of Development Services that was split 3 ways and is now all in Management of Development with the other two functions (Bldg. Inspection & RD Development) paying higher "admin fees".*

Staffing budget includes:

24	Full-time CUPE (not including Temporary Labourers)	
19	Full-time Exempt Employees (includes 2 CL Fire Dept. staff)	Plus overlap of CFO)
3	Part-time CUPE	Plus 1 Planning student until end of July Plus 2 Invasive Plant Summer workers

All department budgets includes a small allowance to payout any overtime and vacation not taken by year end.

Administration includes amounts for temporary/casual staff Plus new position of Procurement Manager (budgeted 1/2 year)

Solid Waste includes 12 months for temporary labourers (1 @ 2 mos & 2 @ 5 mos)

February 15, 2018

PEACE RIVER REGIONAL DISTRICT
Bylaw No. 2317, 2018

A bylaw of the Peace River Regional District
to adopt a Financial Plan for the years 2018 – 2022

WHEREAS section 374 of the *Local Government Act*, RSBC 2015, c. 1 provides that a local government must annually adopt a Financial Plan;

NOW THEREFORE, the Peace River Regional District Board of Directors, in open meeting assembled, enacts as follows:

1. Citation
This bylaw may be cited for all purposes as the "2018 Financial Plan Bylaw No. 2317, 2018."
2. Enactment
Schedules "A", "B" and "C" attached hereto and forming part of this bylaw are hereby adopted and comprise the Financial Plan of the Peace River Regional District for the years 2018 through 2022.

READ A FIRST TIME THIS _____ day of _____, 2018.

READ A SECOND TIME THIS _____ day of _____, 2018.

READ A THIRD TIME THIS _____ day of _____, 2018.

ADOPTED THIS _____ day of _____, 2018

Chair

(Corporate Seal has been affixed
to the original
bylaw)

Corporate Officer

I hereby certify this to be a true and correct copy of
"2018 Financial Plan Bylaw No. 2317, 2018", as adopted
by the Peace River Regional District Board
on _____, 20____.

Corporate Officer

Peace River Regional District
Financial Plan, Bylaw No. 2317
Schedule 'A' - Five Year Budget Summary

Exh	#		2018	2019	2020	2021	2022
			Budget	Budget	Budget	Budget	Budget
		First Draft - For Presentation Feb. 21, 2018					
1-A	1110	Legislative - Regional	\$ 897,016	\$ 522,235	\$ 528,365	\$ 534,618	\$ 540,996
2	1190	Legislative - Electoral Areas	\$ 7,493,203	\$ 7,328,982	\$ 7,335,082	\$ 7,386,886	\$ 7,428,233
		Total Legislative Services	\$ 8,390,219	\$ 7,851,217	\$ 7,863,447	\$ 7,921,504	\$ 7,969,229
1-C	1210	Administrative - Fiscal and Other	\$ 491,242	\$ 175,784	\$ 143,884	\$ 158,284	\$ 120,000
1-B	1200	Administration	\$ 3,342,948	\$ 3,607,346	\$ 3,185,639	\$ 3,267,038	\$ 3,192,664
1-D	1250	Regional District Development	\$ 1,145,356	\$ 758,076	\$ 767,277	\$ 776,256	\$ 807,171
		Total Administrative	\$ 4,979,546	\$ 4,541,207	\$ 4,096,800	\$ 4,201,578	\$ 4,119,835
6	2500	911 Emergency Telephone Services	\$ 1,411,246	\$ 570,805	\$ 581,175	\$ 591,800	\$ 602,672
7	4300	Regional Solid Waste Management	\$ 15,026,654	\$ 16,916,133	\$ 16,070,949	\$ 12,294,510	\$ 12,556,391
3	6100	Management of Development	\$ 1,008,312	\$ 757,483	\$ 770,613	\$ 784,005	\$ 797,665
10	7110	Regional Recreation	\$ 409,100	\$ 68,202	\$ 68,306	\$ 68,412	\$ 68,520
9	7180	Regional Parks	\$ 672,290	\$ 581,736	\$ 589,860	\$ 598,146	\$ 606,599
8	6423	Invasive Plants	\$ 361,325	\$ 543,324	\$ 531,984	\$ 540,818	\$ 549,828
		Total Regional Services	\$ 18,888,927	\$ 19,437,682	\$ 18,612,887	\$ 14,877,691	\$ 15,181,676
5	2921	Building Inspection	\$ 388,172	\$ 389,569	\$ 420,667	\$ 401,886	\$ 408,230
24	2510	Emergency Planning	\$ 725,153	\$ 536,523	\$ 585,182	\$ 503,639	\$ 492,265
31	2930	Animal Control Shelter	\$ 20,200	\$ 20,200	\$ 20,200	\$ 20,200	\$ 20,200
12	6500	Economic Development	\$ 438,200	\$ -	\$ -	\$ -	\$ -
4	1950	Grants - To Community Organizations	\$ 453,250	\$ 450,750	\$ 280,750	\$ 280,750	\$ 280,750
11	1951	Recreation & Cultural Facilities Grants-In-Aid	\$ 358,700	\$ 358,700	\$ 358,700	\$ 358,700	\$ 358,700
36	7181	Community Parks	\$ 83,500	\$ 103,700	\$ 65,404	\$ 58,612	\$ 65,824
32	7251	Library Services	\$ 50,200	\$ 50,200	\$ 50,200	\$ 50,200	\$ 50,200
n/a	8000	Fiscal Services - MFA	\$ 8,878,528	\$ 9,286,115	\$ 8,771,324	\$ 8,404,696	\$ 8,169,646
37	5160	Cemeteries	\$ 64,500	\$ 59,500	\$ 59,500	\$ 49,500	\$ 49,500
		Total Sub-Regional Services	\$ 11,460,404	\$ 11,255,257	\$ 10,611,927	\$ 10,128,183	\$ 9,895,315
34	6200	Charlie Lake Local Community Commission	\$ 22,315	\$ 22,315	\$ 22,315	\$ 22,315	\$ 22,315
35	2416	Tomslake Rural Fire Protection	\$ 108,502	\$ 107,820	\$ 109,695	\$ 111,607	\$ 113,558
27	2413	Fort St. John Rural Fire Protection	\$ 679,135	\$ 691,391	\$ 703,892	\$ 716,643	\$ 716,660
16	2540	Emergency Rescue Vehicle	\$ 6,575	\$ 6,575	\$ 6,575	\$ 6,575	\$ 6,575
39	6240	Rolla Creek Dyking	\$ 4,025	\$ 500	\$ 500	\$ 500	\$ 500
43	6242	Kelly Lake Community Centre	\$ 115,127	\$ 90,041	\$ 89,905	\$ 89,959	\$ 90,014
45	6245	Tate Creek Community Centre	\$ 94,988	\$ 95,008	\$ 95,028	\$ 91,061	\$ 91,082
14	7119	Sub-Regional Recreation & Cultural Services	\$ 696,200	\$ 707,074	\$ 718,165	\$ 729,479	\$ 741,018
28	7512	North Pine TV	\$ 16,000	\$ 6,110	\$ 6,222	\$ 6,337	\$ 6,453
25	7151	Clearview Arena - Artificial Ice	\$ 194,600	\$ 150,180	\$ 150,364	\$ 150,551	\$ 150,742
51	7152	Buick Arena	\$ 329,837	\$ 329,543	\$ 333,478	\$ 337,570	\$ 341,826
40	10-4100	Fort St. John Airport Sub Water	\$ 74,459	\$ 53,720	\$ 55,954	\$ 58,203	\$ 60,468
41	4-4203	Fort St. John Airport Sub Sewer	\$ 78,532	\$ 58,683	\$ 60,497	\$ 62,331	\$ 63,388
42	8-4207	Rolla Sewer	\$ 35,027	\$ 30,377	\$ 30,918	\$ 35,995	\$ 32,148
44	2-4201	Charlie Lake Sewer	\$ 1,539,751	\$ 1,021,280	\$ 1,088,284	\$ 1,055,628	\$ 1,123,317
45	7-4206	Kelly Lake Sewer	\$ 35,227	\$ 18,750	\$ 18,750	\$ 18,750	\$ 18,750
33	2410	Charlie Lake Fire Protection	\$ 1,421,452	\$ 745,964	\$ 980,879	\$ 744,051	\$ 917,487
26	2415	Taylor Rural Fire Protection	\$ 226,959	\$ 231,433	\$ 235,997	\$ 240,653	\$ 245,401
15	2412	Dawson Creek-Pouce Coupe Rural Fire Protection	\$ 734,324	\$ 514,875	\$ 524,429	\$ 531,718	\$ 539,542
30	7131	North Peace Leisure Pool	\$ 4,701,615	\$ 3,976,891	\$ 4,047,630	\$ 4,084,777	\$ 4,140,873
46	3-4202	Chilton Subdivision Sewer	\$ 22,839	\$ 26,209	\$ 26,586	\$ 26,971	\$ 27,364
21	2411	Chetwynd Rural Fire Protection	\$ 84,956	\$ 84,972	\$ 84,988	\$ 85,005	\$ 85,022
23	2414	Moberly Lake Fire Protection	\$ 76,187	\$ 80,118	\$ 81,613	\$ 83,139	\$ 84,694
53	7123	Clearview Gym	\$ 262,000	\$ -	\$ -	\$ -	\$ -
18	7130	Chetwynd Leisure Centre	\$ 1,733,218	\$ 1,877,985	\$ 1,665,466	\$ 1,653,005	\$ 1,689,656
13	7140	Chetwynd Recreation Complex	\$ 636,648	\$ 624,516	\$ 636,648	\$ 649,265	\$ 662,388
17	7150	Chetwynd Arena	\$ 1,797,892	\$ 1,972,167	\$ 1,754,291	\$ 1,815,417	\$ 1,714,686
19	7250	Chetwynd Library	\$ 562,300	\$ 471,511	\$ 480,906	\$ 490,489	\$ 500,264
20	7511	Chetwynd & Area TV Rebroadcasting	\$ 70,850	\$ 70,858	\$ 70,866	\$ 70,874	\$ 70,883
22	7510	Chetwynd and Area Scramblevision	\$ 223,600	\$ 228,050	\$ 232,589	\$ 237,219	\$ 241,941
49	7121	South Peace Multiplex	\$ 1,759,444	\$ 1,728,115	\$ 1,759,444	\$ 1,791,869	\$ 1,825,430
38	5-4204	Friesen Sewer	\$ 12,708	\$ 9,881	\$ 10,058	\$ 10,238	\$ 10,422
47	6-4205	Harper Imperial Sewer	\$ 71,213	\$ 57,452	\$ 58,510	\$ 58,610	\$ 60,754
52	6230	12-Mile Electrification	\$ 846	\$ 846	\$ 846	\$ 846	\$ 846
48	9-4200	Potable Water - Area B	\$ 5,375,027	\$ 1,015,140	\$ 1,020,793	\$ 1,026,559	\$ 1,032,440
		Total Local Services	\$ 23,804,377	\$ 17,106,350	\$ 17,163,082	\$ 17,094,208	\$ 17,428,906
		TOTAL Expenditures	\$ 67,523,472	\$ 60,191,713	\$ 58,348,144	\$ 54,223,164	\$ 54,594,961
See Schedule 'B' for detail of Current Year Revenue		Requisition / Parcel Tax	\$ 26,119,795	\$ 28,786,938	\$ 29,974,920	\$ 29,289,371	\$ 29,408,041
		Grants	\$ 5,125,892	\$ 5,036,660	\$ 5,043,955	\$ 5,096,978	\$ 5,164,569
		Borrowing Proceeds	\$ -	\$ 6,000,000	\$ 3,000,000	\$ -	\$ -
		Transfer from Reserves	\$ 4,077,162	\$ 3,020,000	\$ 3,000,000	\$ 3,000,000	\$ 3,075,000
		Prior Year Surplus	\$ 7,849,974	\$ 22,315	\$ 22,315	\$ 22,315	\$ 22,315
		Other Revenue	\$ 24,350,645	\$ 17,325,800	\$ 17,306,954	\$ 16,814,500	\$ 16,925,036
		TOTAL Revenues	\$ 67,523,468	\$ 60,191,713	\$ 58,348,144	\$ 54,223,164	\$ 54,594,961

February 15, 2018

Peace River Regional District Financial Plan, Bylaw No. 2317
Schedule 'B' - Financial Plan Revenues

Cat **First Draft - For Presentation Feb. 21, 2018**

#	2018	Exh #	Requisition / Parcel Tax	Grants	Borrowing Proceeds	Transfer from Reserves	Prior Year Surplus	Other Revenue	Total Revenue
1-1110	Legislative - Regional	1-A	\$ 581,215	\$ 30,000	\$ -	\$ -	\$ 259,271	\$ 26,530	\$ 897,016
1-1190	Legislative - Electoral Areas	2	\$ 330,063	\$ 4,003,532	\$ -	\$ 3,075,000	\$ 84,609	\$ -	\$ 7,493,203
	Total Legislative Services		\$ 911,277	\$ 4,033,532	\$ -	\$ 3,075,000	\$ 343,880	\$ 26,530	\$ 8,390,219
1-1210	Administrative - Fiscal and Other	1-C	\$ 4,793	\$ 10,000	\$ -	\$ 145,742	\$ 280,707	\$ 50,000	\$ 491,242
1-1200	Administration	1-B	\$ 1,587,909	\$ 270,000	\$ -	\$ -	\$ 966,805	\$ 518,233	\$ 3,342,948
1-1250	Regional District Development	1-D	\$ 640,250	\$ 45,000	\$ -	\$ -	\$ 174,676	\$ 285,431	\$ 1,145,356
	Total Administrative		\$ 2,232,952	\$ 325,000	\$ -	\$ 145,742	\$ 1,422,188	\$ 853,664	\$ 4,979,546
1-2500	911 Emergency Telephone Services	6	\$ 1,134,980	\$ 102,000	\$ -	\$ -	\$ 170,265	\$ 4,000	\$ 1,411,246
1-4300	Regional Solid Waste Management	7	\$ 5,877,404	\$ 600,000	\$ -	\$ -	\$ 2,417,552	\$ 6,131,698	\$ 15,026,654
1-6100	Management of Development	3	\$ 637,199	\$ 1,270	\$ -	\$ -	\$ 235,593	\$ 134,250	\$ 1,008,312
1-7110	Regional Recreation	10	\$ 276,326	\$ 6,000	\$ -	\$ -	\$ 126,774	\$ -	\$ 409,100
1-7180	Regional Parks	9	\$ 397,557	\$ 25,000	\$ -	\$ -	\$ 178,734	\$ 71,000	\$ 672,290
1-6423	Invasive Plants	8	\$ 136,555	\$ -	\$ -	\$ -	\$ 192,270	\$ 32,500	\$ 361,325
	Total Regional Services		\$ 8,460,021	\$ 734,270	\$ -	\$ -	\$ 3,321,188	\$ 6,373,448	\$ 18,888,927
1-2921	Building Inspection	5	\$ 30,338	\$ -	\$ -	\$ -	\$ 186,093	\$ 171,741	\$ 388,172
1-2510	Emergency Planning	24	\$ 173,514	\$ -	\$ -	\$ -	\$ 168,097	\$ 383,543	\$ 725,153
1-2930	Animal Control Shelter	31	\$ 19,537	\$ -	\$ -	\$ -	\$ -	\$ 663	\$ 20,200
1-6500	Economic Development	12	\$ 192,440	\$ -	\$ -	\$ -	\$ 244,282	\$ 1,479	\$ 438,201
1-1950	Grants - To Community Organizations	4	\$ 284,108	\$ 22,000	\$ -	\$ -	\$ 146,276	\$ 867	\$ 453,251
1-1951	Recreation & Cultural Facilities Grants-In-Aid	11	\$ 317,467	\$ -	\$ -	\$ -	\$ 38,887	\$ 2,346	\$ 358,700
1-7181	Community Parks	36	\$ 73,413	\$ -	\$ -	\$ -	\$ 10,087	\$ -	\$ 83,500
1-7251	Library Services	32	\$ 50,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,200
1-8000	Fiscal Services - MFA	n/a	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,878,528	\$ 8,878,528
1-5160	Cemeteries	37	\$ 37,100	\$ -	\$ -	\$ -	\$ 27,400	\$ -	\$ 64,500
	Total Sub-Regional Services		\$ 1,178,116	\$ 22,000	\$ -	\$ -	\$ 821,123	\$ 9,439,167	\$ 11,460,406
1-6200	Charlie Lake Local Community Commission	34	\$ -	\$ -	\$ -	\$ -	\$ 22,315	\$ -	\$ 22,315
1-2416	Tomslake Rural Fire Protection	35	\$ 108,559	\$ -	\$ -	\$ -	\$ (57)	\$ -	\$ 108,502
1-2413	Fort St. John Rural Fire Protection	27	\$ 595,299	\$ -	\$ -	\$ -	\$ (8)	\$ 83,844	\$ 679,135
1-2540	Emergency Rescue Vehicle	16	\$ 6,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,575
1-6240	Rolla Creek Dyking	39	\$ 325	\$ -	\$ -	\$ -	\$ 1,500	\$ 2,200	\$ 4,025
1-6242	Kelly Lake Community Centre	43	\$ 87,467	\$ -	\$ -	\$ 12,192	\$ 9,669	\$ 5,798	\$ 115,127
1-6245	Tate Creek Community Centre	50	\$ 94,988	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 94,988
1-7119	Sub-Regional Recreation & Cultural Services	14	\$ 438,081	\$ 1,880	\$ -	\$ -	\$ 6,239	\$ 250,000	\$ 696,200
1-7512	North Pine TV	28	\$ -	\$ -	\$ -	\$ -	\$ 341	\$ 15,659	\$ 16,000
1-7151	Clearview Arena - Artificial Ice	25	\$ 150,823	\$ -	\$ -	\$ -	\$ (823)	\$ 44,600	\$ 194,600
1-7152	Buick Arena	51	\$ 297,937	\$ -	\$ -	\$ 5,759	\$ 180	\$ 25,961	\$ 329,837
10-4100	Fort St. John Airport Sub Water	40	\$ 15,500	\$ -	\$ -	\$ 14,822	\$ 8,137	\$ 36,000	\$ 74,459
4-4203	Fort St. John Airport Sub Sewer	41	\$ 19,000	\$ -	\$ -	\$ 15,842	\$ 7,690	\$ 36,000	\$ 78,532
8-4207	Rolla Sewer	42	\$ 27,500	\$ -	\$ -	\$ -	\$ 7,522	\$ -	\$ 35,022
2-4201	Charlie Lake Sewer	44	\$ 71,100	\$ -	\$ -	\$ 63,988	\$ 459,014	\$ 945,650	\$ 1,539,752
7-4206	Kelly Lake Sewer	45	\$ 18,750	\$ -	\$ -	\$ -	\$ 7,078	\$ 9,399	\$ 35,226
1-2410	Charlie Lake Fire Protection	33	\$ 745,050	\$ -	\$ -	\$ -	\$ 143,401	\$ 533,000	\$ 1,421,452
1-2415	Taylor Rural Fire Protection	26	\$ 226,952	\$ -	\$ -	\$ -	\$ 6	\$ -	\$ 226,959
1-2412	Dawson Creek-Pouce Coupe Rural Fire Protec	15	\$ 394,080	\$ -	\$ -	\$ 178,869	\$ 161,375	\$ -	\$ 734,324
1-7131	North Peace Leisure Pool	30	\$ 3,470,654	\$ 4,710	\$ -	\$ -	\$ 658,805	\$ 567,446	\$ 4,701,615
3-4202	Chilton Subdivision Sewer	46	\$ 23,500	\$ -	\$ -	\$ -	\$ (661)	\$ -	\$ 22,839
1-2411	Chetwynd Rural Fire Protection	21	\$ 84,944	\$ -	\$ -	\$ -	\$ 11	\$ -	\$ 84,956
1-2414	Moberly Lake Fire Protection	23	\$ 76,225	\$ -	\$ -	\$ -	\$ (37)	\$ -	\$ 76,187
1-7123	Clearview Gym	53	\$ 246,161	\$ -	\$ -	\$ -	\$ 15,839	\$ -	\$ 262,000
1-7130	Chetwynd Leisure Centre	18	\$ 1,000,076	\$ -	\$ -	\$ -	\$ 418,092	\$ 315,050	\$ 1,733,218
1-7140	Chetwynd Recreation Complex	13	\$ 560,917	\$ -	\$ -	\$ -	\$ -	\$ 75,731	\$ 636,648
1-7150	Chetwynd Arena	17	\$ 1,531,136	\$ -	\$ -	\$ -	\$ 5,149	\$ 261,607	\$ 1,797,892
1-7250	Chetwynd Library	19	\$ 460,972	\$ -	\$ -	\$ -	\$ 1,328	\$ 100,000	\$ 562,300
1-7511	Chetwynd & Area TV Rebroadcasting	20	\$ 70,267	\$ -	\$ -	\$ -	\$ 583	\$ -	\$ 70,850
1-7510	Chetwynd and Area Scramblevision	22	\$ 221,881	\$ -	\$ -	\$ -	\$ 1,719	\$ -	\$ 223,600
1-7121	South Peace Multiplex	49	\$ 1,448,773	\$ 4,500	\$ -	\$ -	\$ 4,677	\$ 301,494	\$ 1,759,444
5-4204	Friesen Sewer	38	\$ 4,000	\$ -	\$ -	\$ -	\$ 2,708	\$ 6,000	\$ 12,708
6-4205	Harper Imperial Sewer	47	\$ 50,013	\$ -	\$ -	\$ -	\$ (199)	\$ 21,397	\$ 71,212
1-6230	12-Mile Electrification	52	\$ 846	\$ -	\$ -	\$ -	\$ 1	\$ -	\$ 846
9-4200	Potable Water - Area B	48	\$ 789,079	\$ -	\$ -	\$ 564,948	\$ -	\$ 4,021,000	\$ 5,375,027
	Total Local Services		\$ 13,337,429	\$ 11,090	\$ -	\$ 856,420	\$ 1,941,595	\$ 7,657,836	\$ 23,804,370

	TOTAL REVENUE		\$ 26,119,795	\$ 5,125,892	\$ -	\$ 4,077,162	\$ 7,849,974	\$ 24,350,645	\$ 67,523,468

NOTE: See "Appendix A" individual Exhibits for information regarding bylaw reference and limitations
 NOTE: See "Requisition Index by Function" (page 141) for requisition comparison to prior year(s)

Peace River Regional District - 2018 Annual Financial Plan Bylaw No. 2317
Schedule 'C' - Capital Budget

First Draft - For Presentation Feb. 21, 2018

Cat	Capital Description	2018	GL Account	2019	2020	2021	2022
1200	Administrative						
	Parking Lot Plug ins (C/F); Projectors, Boar Laptops	80,000	01-2-1200-390				
	BUILDING RENOS; pave parking lot; folding machine	305,000	01-2-1200-391				
	Locate new location and relocate FSJ office	50,000	01-2-1200-392				
		435,000					
1210	Fiscal & Other	390,000	01-2-1210-391				
2410	Charlie Lake Fire Department	730,000	01-2-2410-390				
		36,000	01-2-2410-391				
		766,000					
2412	DC/PC Rural Fire - Dawson Creek Fire Tanker	338,869	01-2-2410-390				
2500	911 Emergency Telephone System	380,000	01-2-2500-390				
2921	Building Inspection		01-2-2921-390				
6242	Kelly Lake Community Centre		01-2-6242-390				
7130	Chetwynd Leisure Centre (Pool)	100,500	01-2-7130-390				
7131	NP Leisure Pool	551,000	01-2-7131-390				
7150	Chetwynd Arena	204,000	01-2-7150-390				
7180	Regional Parks - Blackfoot Park Attendent Bldg.	100,000	01-2-7180-553				
4201	Charlie Lake Sewer - Office Trailer	60,000	02-2-4201-391				
4206	Kelly Lake Sewer	12,899	07-2-4206-390+391				
4200	Potable Water - Area B (5 sites)	4,200,000					
	Buick (new)	1,005,000	09-2-4200-385				
	Rose Prairie (new)	980,000	09-2-4200-386				
	Fey Spring (upgrade)	730,000	09-2-4200-387				
	Boundary (upgrade)	705,000	09-2-4200-388				
	Prespatou (upgrade)	780,000	09-2-4200-389				
4100	FSJ Airport Subdivision Water	14,822	10-2-4100-390				
4300	Solid Waste	3,724,500					
	North Peace Regional Landfill	67,000	01-2-4300-954	109,000	1,685,000		
	Bessborough Landfill	2,002,000	01-2-4300-951	1,046,000			
	Chetwynd Landfill	121,000	01-2-4300-952	1,321,500			
	New Trsf. Stations						
	Groundbirch	66,000	01-2-4300-969	525,000			
	Lone Prairie	67,000	01-2-4300-976	525,000			
	Hasler Flats	59,000	01-2-4300-977	525,000			
	Lebell	118,000	01-2-4300-980	525,000			
	Doig River	65,000	01-2-4300-983	525,000			
	Hudson's Hope	50,000	01-2-4300-990				
	Progress/Feller Heights	66,000	01-2-4300-993	525,000			
	Total Transfer Stations	491,000					
	Landfill Gas Collection System	474,000	01-2-4300-988	162,500			
	Landfill Gas Utilization System		01-2-4300-994	250,000	2,337,000		
	Other Solid Waste						
	Miscellaneous (all sites) & TS Solar Power	78,500	01-2-4300-975+960				
		-					
	TOTAL CAPITAL EXPENDITURES	11,277,590		6,039,000	4,022,000	-	-
	SOURCE OF FUNDS:						
	General Revenue	11,277,590		6,039,000	4,022,000	-	-
	Reserves/Surpluses						
	Borrowing						
	Grants						
	TOTAL SOURCE OF FUNDS	11,277,590		6,039,000	4,022,000	-	-



PEACE RIVER REGIONAL DISTRICT

DIRECTORS' NOTICE OF NEW BUSINESS

TO:	Chair and Directors
FROM:	Director Goodings
DATE:	Feb 15, 2018
RE:	JK Solutions Ltd. Contract Extension

Purpose / Issue:

On January 4, 2018, the Board resolved to waive the Purchasing Policy and authorize the North Peace Economic Development Commission (NPEDC) to direct award an extension of contract to JK Solutions Ltd. for work to be performed for an amount not to exceed \$15, 000 under the Transportation Sector Initiative. JK Solutions Ltd. is requesting that the contract value be increased to \$20,000 based on additional preparation time that was not accounted and for the production of a much larger report than anticipated.

Recommendation / Action:

That the board authorize an additional \$5000 to be paid for, by Area B, to finalize the first phases of the rural road improvement needs and report.

I am pleased with the report that has been put together by JK Solutions with regard to the condition and prioritizing of our rural roads. All but one of these roads are within Area B. It is important to me, as director, to take the lead on the request for further authorization of funding. Our roads are critical to community/economic development and I welcome any feedback on the report once you have had an opportunity to review it.

Background:

While I understand the angst that might be expressed by members of the board due to the initiative by the NPEDC to waive procedure and award the work to JK Solutions, I need to express my support for the reasons behind the recommendation. The most important reason was that JK Solutions was the main contractor who spent many years working for the NPEDC and compiling the information which lead to significant improvements to some of these same roads from 1996 through to 2005. JK Solutions Ltd. has extensive knowledge and also has the original reports that now require updating. There were significant savings in not re-inventing the wheel.

On January 22, 2018, members of the oil and gas industry, agriculture, forestry, and local government spent 4 hours prioritizing which roads we would put forward as critical needs. It is our intention to meet with the District and Regional members of MOTI before the end of February to discuss next steps. Critical for our success will be MOTI support.

Department Head

CAO

February 15, 2018

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During the process of putting the report together additional time was taken to make sure that the story behind our industries growth, the importance of the rural roads to community and economic development was documented. This report also documents the unnecessary costs to our industries and residents due to down time and reduction of loads due to road bans, etc.

Attachments:

Updated: November 17, 2017

RURAL BUDGET ADMINISTRATION COMMITTEE

DIARY ITEMS

	<u>Item</u>	<u>Status</u>	<u>Notes</u>	<u>Diarized</u>
1.	Grant-in-Aid	on-going	- Camp Sagitawa funding	March 16, 2017
2.	South Peace Historical Society	on-hold	- Director Hiebert to contact the South Peace Historical Society in the Spring of 2018	October 19, 2017