



PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING MINUTES

DATE: February 16, 2017

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: Directors
Director Sperling, Meeting Chair
Director Hiebert
Director Goodings – Conference Call
Director Rose

Staff

Chris Cvik, Chief Administrative Officer
Kim Frech, Chief Financial Officer
Trish Morgan, Manager of Community and Electoral Area Services
Fran Haughian, Communications Manager/Commission Liaison
Ronda Wilkins, Executive Assistant

Delegation

Chelsea Mottishaw, B.A.S, P. Ag. Watershed Coordinator City of Dawson Creek and Ekaterina
Daviel, M. Env. Sc., A. Ag. Watershed Technician

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

DIRECTORS NOTICE OF NEW BUSINESS:

Fire Boundary Expansion Studies for Electoral Areas B, C and D.
Draft Financial Plan – February 16, 2017

ADOPTION OF AGENDA:

ADOPTION OF AGENDA

RBAC 17/02/01

MOVED by Director Rose, SECONDED by Director Hiebert,
“That the Rural Budgets Administration Committee agenda for February 16, 2017,
including Director’s new business, Fire expansion and the additional item of the Draft
Financial Plan – February 16, 2017, be adopted as amended.”

CARRIED.

ADOPTION OF MINUTES:

M-1
January 19, 2017
RBAC Minutes

ADOPTION OF MINUTES
RBAC 17/02/02

MOVED by Director Goodings, SECONDED by Director Hiebert,
"That the Rural Budgets Administration Committee Meeting Minutes of January 19, 2017 be adopted with the following amendment:
- remove from attendance Director Sperling."

CARRIED.

BUSINESS ARISING
FROM THE MINUTES:

Membership Renewal for FCM, NCLGA and UBCM (RBAC 17/01/04)

- Director Sperling has a meeting with NCLGA on Sunday, February 19, 2017, and this will also be discussed at the Electoral Area Directors Committee meeting.

Staff bring back a report of the costs for the Clearview Arena building assessment (RBAC 17/01/15)

- The Parks & Rural Recreation Coordinator is working on the scope of work that needs to be done and will provide a report to the Committee.

That staff send a letter to STARS (RBAC 17/01/18)

- The Protective Services Manager is following up on the information and staff will confirm in regards to the letter that is to be sent.

DELEGATION(S):

D-1
Delegation -
Watershed
Stewardship Program

Chelsea Mottishaw, B.A.S, P. Ag. Watershed Coordinator and Ekaterina Daviel, M. Env. Sc., A. Ag. Watershed Technician from the City of Dawson Creek provided an update to the Committee on the Watershed Stewardship Program. They noted the goals of the program:

Quantity:

- Understanding the flow regime
- Enhancing water security
- Increasing drought resilience and flood prediction
- Developing an understanding of Bearhole Lake's water balance
- Reducing water consumption

Quality:

- Enhancing monitoring
- Developing and implementing best management practices
- Communicating results to council and government for informed decision making

DELEGATION(S)
CONTINUED:

D-1

Delegation -
Watershed
Stewardship Program

Next Steps:

- Creating relationships with BCTS, Range Agrologists, and Agricultural producers
- Identifying common problems
- Collecting baseline data
- Initiating plot projects
- Monitoring and evaluating effectiveness.

CORRESPONDENCE:

None

REPORTS:

R-1

Dec. 30, 2016 – Bryna
Casey, PRRC – Peace
Lookout Clean up
Request for Payment

RBAC 17/02/03

MOVED by Director Hiebert, SECONDED by Director Rose,
“That the Rural Budgets Administration Committee pay the Silver Willow 4-H Club for the purpose of removing garbage and providing general maintenance of the Peace Valley Lookout from May to September 2016, \$3,000 from the Parks Function – Peace Valley Lookout.”

CARRIED.

R-2

January 19, 2017 –
Chris Cvik, CAO –
Electoral Area
Manager

The Committee asked staff to remove Economic Development throughout the job description

RBAC 17/02/04

MOVED by Director Rose, SECONDED by Director Hiebert,
“That the Rural Budgets Administration Committee approve the creation of a full-time Electoral Area Manager position that will be funded entirely (100%) by the Legislative – Electoral Areas budget, and that the Electoral Area Manager reports to the General Manager of Community and Electoral Area Services,

and further that this position be reviewed at one year of date of hire.”

CARRIED.

R-3

February 1, 2017 – Jill
Rickert, CSC – Request
for Travel Support –
Interact Club of
Dawson Creek

RBAC 17/02/05

MOVED by Director Hiebert, SECONDED by Director Rose,
“That the Rural Budgets Administration Committee approve the grant application from the Interact Club of Dawson Creek (payable to the Rotary Club of Dawson Creek) for youth travel assistance to Belize from March 21 to April 2, 2017 in the amount of \$1,000 from Electoral Area ‘D’ BCR/PRA (E) funds.”

CARRIED.

R-4
February 7, 2017 – Jill
Rickert CSC – Youth
Travel Request –
Taylor Dutka

Staff noted that more and more travel grants are being submitted by individuals and that we ask that the club apply first and then the individual, because there could be five teams going to provincial or nationals. Director Goodings noted that somewhere in our application it says that they have to qualify before funding.

RBAC 17/02/06

MOVED by Director Rose, SECONDED by Director Hiebert,
“That the Rural Budgets Administration Committee approve the travel request from Taylor Dutka and authorize a travel grant in the amount of \$250 from Electoral Area ‘E’ Youth Travel to assist with the costs associated to attend the U18 Alberta Curling Provincials from March 2-5, 2017 in Leduc, AB; and further that funding be made payable to the Dawson Creek Curling Club, attention Taylor Dutka.”

CARRIED.

R-5
February 7, 2017 – Jill
Rickert, CSC – Youth
travel Request – U17
Girls Club Volleyball –
Chetwynd Raiders

RBAC 17/02/07

MOVED by Director Rose, SECONDED by Director Hiebert,
“That the Rural Budgets Administration Committee approve the travel request from the U17 Chetwynd Raiders Volleyball team and authorize a grant in the amount of \$500 from Area E Youth Travel to assist with travel costs associated with attending the BC Provincials from April 21-23, 2017 in Richmond, BC.”

CARRIED.

R-6
February 10, 2017 –
Jill Rickert , CSC – 2017
Grants-in-Aid Review
of requested amounts
from budget
consideration

The Directors confirmed the amounts for Recreation and Cultural GIAs for 2017

The 2017 amounts for Recreation and Cultural GIA for each Area are as follows:
Area B \$103,000
Area C \$ 80,000
Area E \$102,000
Sub-Regional \$150,000

NEW BUSINESS:

Fire Boundary Expansion Studies

Staff noted that Dave Mitchell a 3rd party would be willing to do the Fire Boundary Expansion Studies for Dawson Creek Rural fire and Charlie lake Fire to answer the questions on; feasibility, risks, equipment, manpower, and to know that someone will show up.

RBAC 17/02/08 A

MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee commit from the Fair Share Feasibility funds, \$35,000 from Electoral Area ‘D’ to conduct a feasibility study to examine expanding the Dawson Creek Rural Fire Protection Area.

RBAC 17/02/08 B

CARRIED.

That the Rural Budgets Administration Committee commit from the Fair Share Feasibility funds, \$20,000, with \$10,000 from Electoral Area ‘B’ and \$10,000 from Electoral Area ‘C’ to conduct a feasibility study to examine expanding the Charlie Lake Rural Fire Protection Area.

CARRIED.

The Committee recessed at 12:06 p.m.
The Committee reconvened at 4:23 p.m.

Draft Financial Plan

The Committee reviewed the Draft Financial Plan

Page 15 – Dawson Creek/Pouce Coupe Fire - CFO, noted that 6.95% rate is from 1996 and they are locked into that rate until negotiations.

Page 19 – Moberly Lake Rural Fire - \$10K put in for Fire Dept., increase. Director Rose would like to wait as they have capital reserves.

Page 35 – Cemeteries B, C, D & E – CFO to check on Area 'B' to see if they were paid.

Page 55 – Community Parks – DCAO to check on Romedo property to find out where the money came from to develop the property.

The meeting adjourned at 5:23 p.m.

Director Sperling, Meeting Chair

Ronda Wilkins, Executive Assistant