



PEACE RIVER REGIONAL DISTRICT
Rural Budgets Administration Committee Meeting

A G E N D A

Thursday, March 16 , 2017
at the Regional District Office Boardroom, 1981 Alaska Avenue,
Dawson Creek, BC **following the EDAC Meeting**

1. CALL TO ORDER - Director Hiebert to Chair the Meeting
2. DIRECTORS NOTICE OF NEW BUSINESS:
3. ADOPTION OF AGENDA:
4. ADOPTION OF THE MINUTES:
M-1 Rural Budgets Administration Committee Meeting of February 16, 2017
5. BUSINESS ARISING FROM THE MINUTES:
BA-1 February 22, 2017 – STARS response letter re: Patient Transportation in BC
6. DELEGATIONS: None
7. CORRESPONDENCE:
8. REPORTS:
R-1 March 9, 2017 report from Jill Rickert, CSC – Funding Amendment Request – North Peace Historical Society
~~R-2 February 14, 2017 report from Bryna Casey, Parks and Rural Recreation Coordinator – 2017 Recreation Trails Grants in Aid Allocations [removed, dealt with at the Regional Board]~~
R-3 March 8, 2017 report from Jill Rickert, CSC – 2017 Recreational and Cultural Grants-in-Aid – March Eligibility and Funding Review
R-4 February 22, 2017 report from Bryna Casey, P&RRC – Dawson Creek Ski and Recreation Association – Grant Application
R-5 March 10, 2017 report from Jill Rickert, CSC – Bear Mountain Nordic Ski Association – Grant Request
R-6 March 10, 2017 report from Jill Rickert, CSC – U18 Boys and Girls Peace River Curling Association, Provincials – Youth Travel Request
R-7 March 11, 2017 report from Jill Rickert, CSC – Youth Travel Request – Chetwynd and District Peewee Hockey Provincials
R-8 March 9, 2017 report from Jill Rickert, CSC – Youth Travel Request – Ron Pettigrew Senior Basketball team
R-9 03_March 16, 2March 7, 2017 report from Kim Frech, CFO – Electoral Area E – Chetwynd Arena Funding
R-10 February 21, 2017 report from Bryna Casey, P&RRC – Clearview Arena Facility Assessment – Scope of work and Project Cost
R-11 February 28, 2017 report from Jennifer Rudyk, Finance Clerk – Financial Report – January 2017
R-12 March 3, 2017 report from Jill Rickert, CSC – Annual Budget Allocations from Recreation & Cultural Grants-in Aid
9. NEW BUSINESS:
10. COMMUNICATIONS:
11. ADJOURNMENT:



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

February 22, 2017

Ms. Deborah Jones-Middleton
Protective Services Manager
Peace River Regional District
Box 810, 1981 Alaska Ave.,
Dawson Creek, BC V1G 4H8

Dear Ms. Jones-Middleton:

Re: Patient Transportation in BC

Thank you for your letter of January 31, 2017, and for the follow-up discussions on February 16 and February 21.

With respect to the authorization that STARS requires in order to pick up a patient in BC, we require an authorization from the Patient Transport Coordination Centre (PTCC). The PTCC is part of the BC Ambulance Service, responsible for air transport. Whenever STARS is requested within BC, we ensure that the PTCC is aware and authorizes the trip. This is for both transfers between hospitals and for responses directly to a scene. That said, there have been occasions where we have been contacted directly by first responders at a scene requesting our assistance when the PTCC does not believe it is warranted. In those rare cases, we have responded and sorted out the administrative details later. We won't leave our first responder partners in a lurch, and will always act in the best interests of the patient.

With respect to when STARS is not able to respond, we are subject to the same limitations as other helicopter operators. Weather is always a factor, particularly in the winter. We also have scheduled and unscheduled maintenance requirements. For most scheduled maintenance, we are able to adjust our fleet to ensure a back-up machine is available in Grande Prairie.

STARS endeavours to work cooperatively with all of our partners in BC, including the BC Ambulance Service. To that end, we have improved our processes for including the PTCC in all potential mission requests in BC. We continue to look for opportunities to improve the services available to all patients within our reach, whether through new initiatives or through refined processes for current practices. To that end, if there is anything further that we can do for you and the people we collectively serve, please do not hesitate to ask.

Sincerely,



Les Fisher
Director, STARS Emergency Link Centre

cc: Mike Lamacchia, VP Operations, Alberta & Saskatchewan



Peace River Regional District REPORT

To: Rural Budgets Administration Committee

Date: March 9, 2017

From: Jill Rickert, Community Services Coordinator, Community and Electoral Area Services

Subject: Funding Amendment Request- North Peace Historical Society

RECOMMENDATION(S):

That the Rural Budgets Administration Committee approved the funding amendment request from the North Peace Historical Society to reallocate the unused portion of their 2016 GIA allocation, in the amount of \$6,122.21, to be used towards the restoration of the rotten logs in Allen Homestead House.

BACKGROUND/RATIONALE:

This society has completed all of its 2016 GIA funding projects and is in good standing with the Societies Act. Please see the attached Funding amendment Application.

OPTIONS:

The Committee could choose not to support this request.

STRATEGIC PLAN RELEVANCE:

None

FINANCIAL CONSIDERATION(S):

Funding for GIA is supported in the 2016 Financial Plan. The 2016 GIA allocation for North Peace Heritage Society was ratified by RBAC in 2016.

COMMUNICATIONS CONSIDERATION(S):

A letter will go out to the applicant advising of the Committee's decision.

OTHER CONSIDERATION(S):

Attachments: Funding Amendment Application, Budget.



PEACE RIVER REGIONAL DISTRICT

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

APPLICANT INFORMATION		
Name of Organization: North Peace Historical Society		Date: February 17, 2016
Contact: Heather Sjoblom		Phone: 250-787-0430
Mailing Address: 9323 100 Street, Fort St. John, B.C. V1J4N4		
Email: fsjnpmuseum@fsjmail.com		Fax: Click here to enter text.
PROJECT TO PROVIDE FUNDS		
Year Funds Granted: 2016		Have you completed this project? Yes
Current Project Description: (project for which funds were originally applied for) The North Peace Historical Society had a foundation built for the Allen Homestead House and had the building moved from Baldonnel to the foundation on the Fort St. John North Peace Museum Grounds.		
Amount Granted: 36,937.61		Amount to Reallocate: 6,122.21
PROJECT TO RECEIVE REALLOCATED FUNDS		
TOTAL Cost of New Project: \$15,000		
Proposed New Project/Operational Expense: (reason for request and description of project, project budget) The NPHS would like to reallocate the above amount towards the restoration of the Allen Homestead House. We are working on replacing all the missing (from a previous move of the building on the Allen/Large property) and the rotten logs. We have \$3,426.16 reallocated from our 2015 PRRD GIA for logs but need about \$15,000 to replace all the logs now that we've reassessed the condition of the log walls. This additional funding would go a long way to help stabilize the building until time and funding allow us to fully restore this historic home. See attached Allen Homestead Project Budget.		
FOR OFFICE USE ONLY		
Funds Remaining: (showing last 3 years)	Current Project Name: Allen Homestead Relocation Project	Amount Available = 6,122.21
	2015 Project Name: Partial roof replacement, emergency doors, alarm	Amount Available = 3,426.16
	2014 Project Name: Insurance, on-demand hot water install	Amount Available = 470.75
	Total Unused Funds = 10,019.12	
Notes: See Report to RBAC.		

Allen Homestead House Log Budget

Allen Homestead House Logs	
2015 PRRD GIA Funds	\$3,426.16
2016 PRRD GIA Funds	\$6,122.21
Volunteer Labour	In-Kind
Amount to be obtained from another funding source (pending)	\$5,451.63
Total	\$15,000.00

Total 2016 PRRD GIA Re-Allocation Request: \$6,122.21



Peace River Regional District REPORT

To: Chair and Directors

Date: February 14, 2017

From: Bryna Casey, Parks and Rural Recreation Coordinator

Subject: **2017 Recreational Trails Grants-in-Aid Allocations**

RECOMMENDATION(S):

1. That the Regional Board provide a grant to the Bear Mountain Nordic Ski Association from the 2017 Recreational Trail Grants-in-Aid to a maximum of \$46,142.83. **[All Directors - Corporate Weighted]**
2. That the Regional Board provide a grant to the Blizzard Bike Club from the 2017 Recreational Trail Grants-in-Aid to a maximum of \$7,155.33. **[All Directors - Corporate Weighted]**
3. That the Regional Board provide a grant to the Wolverine Nordic and Mountain Society from the 2017 Recreational Trail Grants-in-Aid to a maximum of \$8,034.00. **[All Directors - Corporate Weighted]**
4. That the Regional Board provide a grant to the Northland Trail Blazers Snowmobile Club from the 2017 Recreational Trail Grants-in-Aid to a maximum of \$13,667.84. **[All Directors - Corporate Weighted]**
5. That the application received from the Dawson Creek Ski and Recreation Association be referred to the Rural Budgets Administration Committee for consideration. **[All Directors - Corporate Unweighted]**

BACKGROUND/RATIONALE:

At the February 17, 2016 Regional Parks Committee meeting, the following resolutions were passed:

REPORTS:

R-1
2017 Recreational
Trails Grants-in-Aid
Allocations

MOVED by Director McPherson, SECONDED by Director Goodings,
That staff draft a proposed change to the policy, requesting that recreational groups applying for a
Recreational Trails Grants-in-Aid include provide an inventory of all equipment owned by that group.
CARRIED.

MOVED by Director Goodings, SECONDED by Director McPherson,
That the Regional Parks Committee recommends to the Regional Board that the 2017 Recreational
Trails Grants-in-Aid be provided as follows:

Bear Mountain Nordic Ski Association	\$46,142.83
Blizzard Bike Club	\$7,155.33
Wolverine Nordic and Mountain Society	\$8,034.00
Northland Trail Blazers Snowmobile Club	\$13,667.84

CARRIED.

MOVED by Director McPherson, SECONDED by Director Goodings,
That the Regional Parks Committee recommends to the Regional Board that the application received
from the Dawson Creek Ski and Recreation Association be referred to the Rural Budgets
Administration Committee for consideration.

CARRIED.

Applications for Recreational Trail Grants-in-Aid must be received by the Regional District by November 15 of each year. Applications are adjudicated based on need, availability of funds, and the selection criteria as laid out in Section 10 of the Recreational Trails Grants-in-Aid Policy Statement. Successful

Staff Initials: *Casey*

Dept. Head: *March 9, 2017*
Morgan

CAO: *Chibrik*

Page 1 of 4

applicants are able to access funding by April 15 of each year. This year, the Regional District received five applications of which four met the Recreational Trails Grants-in-Aid eligibility requirements.

1. Bear Mountain Nordic Ski Association (BMNSA): This organization plans to complete phase four of upgrades to the trail network that the Association operates. Specifically, the Association intends to upgrade over 24 kilometers trail surfaces, replace culverts and improve widths and levels of side cuts on the east half of the trail system. The Association maintains year-round a 500 ha area south of Dawson Creek on Radar Lake Road. This area is used by many for Nordic skiing, snowshoeing, running, hiking, mountain biking, bird watching, horseback riding, orienteering, outdoor studies, and more. This year, BMNSA are working with two new groups (disc golfers and mountain bikers) to provide further use. BMNSA has successfully completed phases one to three of this project, partially funded under the Recreational Trails Grants-in-Aid. **This application meets all eligibility criteria to be funded under the Recreation Trails Grants-in-Aid Policy.**

Total Project Cost:	\$61,550
Applicant Contribution:	\$15,388
Grant Request:	\$46,162.50
75% PRRD Maximum:	\$46,162.50
Parks Committee Recommendation:	\$46,142.83

2. Blizzard Bike Club (BBC): The Blizzard Bike Club have begun to develop mountain bike trails within the Beatton Provincial Park, with blessing from BC Parks and in association with the Whiskey Jack Nordic Ski Club. The existing cross country skiing trail network provides a great base for developing shared use trails that can be enjoyed by recreational users in the community year round. The BBC intends to create winding, more challenging mountain bike trails within the boundaries of the snowshoe trails, which requires a great deal of clearing and grooming to make them into proper mountain bike trails, using trail standards set out by the International Mountain Biking Association. While the work would be provided in-kind by volunteers in the group, there is a need for small tools (such as chainsaws, brush saws, bush mower, hand tools), safety training (Chainsaw Operator's Course) and signage required by BC Parks. **This application meets all eligibility criteria to be funded under the Recreation Trails Grants-in-Aid Policy.**

Total Project Cost:	\$9,675
Applicant Contribution:	\$2,500
Grant Request:	\$7,175.00
75% PRRD Maximum:	\$7,256.25
Parks Committee Recommendation:	\$7,155.33

3. Wolverine Nordic and Mountain Society (WNMS): Request to complete improvements to the Windfall Lake trail, which was funded by the Recreation Trails Grants-in-Aid in 2016, by installing a dishwashing station to prevent soap and food residue from entering the lake or stream. The group also intends to add water access to the Greg Duke Memorial trail, by installing docks to provide access from 2 lake shores, improving views and access to fishing. Further, they will add benches along the Greg Duke Memorial trail, in addition to a new picnic table, outhouse, and signage. This hiking trail enhances the community of Tumbler Ridge and the entire Peace Region with access to scenery such as mountain peaks, alpine lakes, and cliffs containing caves and fossils as well as beautiful meadows. **This application meets all eligibility criteria to be funded under the Recreational Trails Grants-in-Aid Policy.**

Total Project Cost:	\$12,653.69
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Applicant Contribution:	\$4,600
Grant Request:	\$8,053.96
75% PRRD Maximum:	\$9,490.27
Parks Committee Recommendation:	\$8,034.00

4. Dawson Creek Ski and Recreation Association (DCRSA): The Dawson Creek Ski and Recreation Association provides the community with opportunities for downhill recreation at the Bear Mountain Ski Hill. The Association requires the ability to make snow to support its annual operations as the location does not receive sufficient natural snowfall to maintain a full season of downhill skiing. Currently, the Association is doing so with equipment installed in 1985, which at the end of its life with water line breaks occurring in the winter of 2015/16. The Association needs to replace 1,600 meters of water pipelines as well as expand the existing line to service a third ski trail, with future plans to add a reservoir for water collection. **This application does not meet all of the eligibility criteria to be funded under Recreation Trails Grants-in-Aid policy at this time for the following reasons;**

- The applicant is applying for funding for a major capital equipment purchase, which is an ineligible cost in the Regional Trails Grants-in-Aid policy.
- While the total budget including the cost for the project was included in the application, it is unclear how the Association would fund the remaining balance. A complete project budget is required to be included in the Recreation Trails Grants-in-Aid Schedule “A” – Application.

Total Project Cost:	\$340,000
Applicant Contribution:	Unknown
Grant Request:	\$75,000
75% PRRD Maximum:	\$255,000
Parks Committee Recommendation:	\$0

5. Northland Trail Blazers Snowmobile Club (NTBSC): This club is requesting funding for the construction of the new Stewart Lake Trailhead parking lot. Due to increased usage of the Stewart Lake Trail over the years, local land owners have requested that the parking lot be moved to crown land. The parking lot is intended to be constructed to create an area for safe loading and unloading and will include a trailhead kiosk, signage, and an outhouse. This group currently maintains over 800 kilometers of trails in the Peace River area and provide the public the opportunity to enjoy the outdoors through the use of snowmobiles. **This application meets all eligibility criteria to be funded under the Recreational Trails Grants-in-Aid Policy.**

Total Project Cost:	\$18,250
Applicant Contribution:	\$4,000
Grant Request:	\$14,250
75% PRRD Maximum:	\$13,687.50
Parks Committee Recommendation:	\$13,667.84

OPTIONS:

The Regional Board could choose to allocate alternate amounts to applicants.

STRATEGIC PLAN RELEVANCE:

Recreational Trails Grants-In-Aid is supported as an operational priority as part of the Regional Parks and Trails Master Plan, adopted by the Board of Directors on July 24, 2014.

FINANCIAL CONSIDERATION(S):

\$75,000 has been budgeted in the draft budget for the 2017 Regional Parks function for Recreational Trail Grants-in-Aid. \$75,000 is recommended by the Regional Parks Committee to be allocated in support of four of the eligible applicants. This funding will assist to provide trail development and maintenance grants throughout the Region.

COMMUNICATIONS CONSIDERATION(S):

Recreational trail groups from across the region were invited to submit applications. The Recreational Trails Grants-In-Aid were advertised in local newspapers, by email, on the PRRD website and through the Peace River Regional District Official Facebook page. All recipients of the grant, once determined, will receive a letter confirming the status of their funding request.

OTHER CONSIDERATION(S):

The next deadline for Recreational Trails Grants-In-Aid applications is November 15, 2017 for consideration by the Regional Parks Committee in the 2018 budget.

Attachments:

Full applications submitted by the trails groups may be provided to Chair and Directors upon request.



Peace River Regional District REPORT

To: Rural Budgets Administration Committee

Date: March 8, 2017

From: Jill Rickert, Community Services Coordinator, Community and Electoral Area Services

Subject: **2017 Recreational and Cultural Grants-in-Aid – March Eligibility and Funding Review**

RECOMMENDATION(S):

That the Rural Budgets Administration Committee authorize staff to send a letter to those applicants who are eligible to be considered for funding under the GIA policy, inviting them to attend the Spring Allocation meetings scheduled for the dates below:

Electoral Area 'B' and 'C' April 24, 2017

Electoral Area 'E' West April 18, 2017

South Peace Sub-Regional April 19, 2017

Montney Community Hall

Chetwynd & District Recreation Centre

Bessborough Community Hall

BACKGROUND/RATIONALE:

Each year as part of the GIA approval process, allocation meetings are held in April in each of the Electoral Areas. Eligible applicants are required to attend these meetings, sending a minimum of one representative in order to be considered for funding, as stated in Section 7 of the Recreational and Cultural GIA policy statement. More importantly, these meetings provide an opportunity for those applicants to come together and participate in a collective distribution of grant funding in collaboration with the Electoral Area Directors and staff of the PRRD. This process is valuable for the groups and is unique to the Peace River Regional District Grants-in-Aid process.

FOR DIRECTOR'S INFORMATION:

Forty-seven (47) Recreational & Cultural Grants-in-Aid (GIA) applications were received by January 31, 2017. The total grant funds requested for 2017 equates to \$734,577.67 whereas the total grant funds available for 2017 equates to \$435,000. Links to download the application were sent to the Directors on Friday, March 10 and hard copy packages of the applications will be provided at the Rural Budgets Administration meeting on Thursday, March 16 RBAC. Please note that at the time of writing this report, some information from applicants is still pending and that staff will ensure all information is received prior to the allocation meetings.

At this time, a review of the applications is conducted so that Directors have an opportunity to discuss and review the applications with staff and ensures that staff has time to follow-up on any questions or additional information required. No final decisions regarding the GIA funding needs to be made at this time; however, it is important that Directors determine if any applications do not meet eligibility criteria, and if any of the projects may be better suited to funding under other grant programs, such as Peace River Agreement funds or Gas Tax in lieu of GIA.

Historically when considering funding for applicants in Areas B and C, the Directors have done this in collaboration with the applicants and determined the distribution of funds at the allocation meetings. Whereas, in Areas D and E, the Directors have chosen to pre-allocate funds to each of

Staff Initials:

Dept. Head:

CAO:

Page 1 of 5

J. Rickert

J. Morgan

Ch. Birk

the applicants, with only a portion of the funds being distributed collectively at the allocation meetings. Some things the Directors may wish to consider for each application are:

1) Should this applicant receive funding from RBAC?

- a. If “Yes”, should funding come from Grants-in-Aid or another grant fund (Fair Share, Gas Tax, etc.)?
- b. If “No”, staff will forward a letter and follow-up with a phone call to the applicant to let the applicant know that their 2015 application was not successful.

2) What amount of minimum or maximum funding should each application receive?

A spreadsheet has been provided with this report to provide examples of allocation amounts, using a formula of Grant requests <\$10,000 be allocated 75% and grant requests >\$10,000 be allocated 50%. This is provided for a starting point for discussion for Directors and consideration of the overall funding.

Outlined below staff has identified applicants who are either NEW to GIA or are requesting large amounts your attention and consideration.

Electoral Area B:

1. Goodlow Community Club - \$8,250 is requested for the purchase of trailer and completion of the Hydro project at Ball Park #1. **Note – no funding was used in 2016 towards any of the project, \$38,700 unused. Director may want to consider not funding this applicant some or all of the 2016 project is complete.**

2. Kings Valley Christian Camp - \$41,000 requested of which \$25,700 is major capital, \$8,000 insurance and remaining \$7,300 is minor capital. **Note: Did not receive funding in 2016. Director could consider funding a portion of the capital through Peace River Agreement funds.**

3. North Peace 4H District Council – \$14,800 GIA requested to support program specific activities (1st aid and Home Alone) which is not an eligible cost for Area B GIA. Only eligible amount under GIA is insurance expense at \$1,400. **Director could request staff advise Council that only the insurance expenses are eligible for consideration under GIA.**

4. Osborn Community Association - \$8,715.04 requested for furnace, lighting and skirting and Cemetery Gates. Furnace was already purchased and installed in 2016, \$5,624.38 not eligible for support under GIA as funding cannot be used to pay off debt, reduces request to \$3090.66. Association states looking into NDIT grant for funding to redo the roof of the Hall. **Note – there is concern that Association is having difficulty completing projects based on the amount of unused GIA \$12,539.82. Director could support Cemetery gates project \$558.88 out of Cemetery Function.**

5. Rose Prairie Community Curling Centre Society - \$21,698 requested for Insurance and capital improvements, which include boiler system improvements at \$5,250. **Director could consider funding boiler project out of Gas Tax.**

6. Wonowon Horse Club Society - \$28,220 requested to replace roof of school. **Note – Needs to be determined if this is a Society responsibility as they current have a Joint Use Agreement with SD 60 which states the building and all related costs are the responsibility of the SD60. Staff has learned through emails that the status of the Society and Joint Use Agreement is under review, staff has approached Society for feedback but has had no response to date. Director may want to wait to invite Society to the allocation meeting until these issues are sorted out.**

Electoral Area E West:

1. Camp Emile - \$29,987.68 requested to support major kitchen improvement. Did not apply in 2016, did not receive funding in 2015, still has \$13,924.54 unclaimed from 2014 GIA which was to support improvements to existing cabins. Some information still pending to support application. **Director could consider to support this from Peace River Agreement Funds, or could consider no support again in 2017 until unused funding is claimed.**

2. Chetwynd & District Rod and Gun Club - \$26,362.38 requested for capital project at \$16,700.46 and operational expenses at \$9,661.92 (insurance and utilities). **Director may want to consider only funding either capital or operational or a portion of both.**

3. Chetwynd Horse Club (NEW) – \$2,975 requested to support arena rental; society operates in rural community; **Note- rural membership has not been confirmed, staff waiting on society response.** **Director may want to wait to invite to applicant to the allocation meeting in April until eligibility criteria is met.**

4. Chetwynd International Chainsaw Championship Society (NEW) - \$10,000 requested to assist with costs associated with the Annual Chainsaw Festival. New applicant 60% (3 out of 5) members are rural, operates within a municipal area; **Does not meet membership criteria as per GIA policy statement.** **Director may want to suggest this Society apply for Grants to Community Organizations – Special Events Grant for 2017 and Annual Grant to assist with support in future years; or this applicant could be recommended to the Regional Board to apply for a Tourism Grant (this grant policy is in development and has been put in the budget).**

5. Jackfish Community Association - \$31,000 requested to support major capital project for new flooring; Annual Report for 2016 projects not submitted but requested, \$14,298.66 from 2015/2016 unclaimed. **Director may want to consider not funding until unused GIA is claimed or funding through Peace River Agreement funds for portion or all of flooring.**

6. Little Prairie Heritage Society - \$8,675 requested for Operational costs; **Note – Staff are concerned at the Societies ability to complete projects due to unclaimed funds from 2014 to 2016 of \$12,361.75; Claims submitted for reimbursement are very minimal amounts for expenses such as gas heat, bank service charges, and food costs for volunteers/events.** **Director may want to consider not funding until unused GIA is claimed and previous projects are completed, or may want to consider only covering insurance.**

7. Pine Valley Exhibition Park - \$42,000 requested for Revitalization of 24 pens, sand & gravel. **Note – Society is not in compliance of Societies Act Section 73(1) – filing of Annual Report; does not meet eligibility requirement under GIA policy at this time; Staff has advised society and they are working to rectify this. Director may want to consider waiting to invite Society to Allocation meeting in April until it is in compliance; may want to consider funding capital project through Peace River Agreement funds.**

Sub Regional Area:

1. DC Sportsman's Club - \$27,000 requested for capital and operational; **Note – Society is not in compliance of Societies Act Section 73(1) – filing of Annual Report; does not meet eligibility requirement under GIA policy; Staff has advised society and they are working to rectify this. Director may want to consider waiting to invite Society to Allocation meeting in April until it is in compliance.**

2. Doe River Recreation Commission - \$21,063.26 requested for multiple capital projects and/or improvements and some operations. New oven for \$8,000 and new south roof or portion of - discussion of grant funding for south roof should take place with Commission prior to GIA funding allotted as this may be much larger job than expected; PRRD may want to ensure building inspector has a look at project regardless of how it is funded. **Director may want to consider funding new oven from Peace River Agreement funds.**

3. Farmington Community Association - \$13,000 requested for operational expenses only; **Note – Association has stated that they will only request GIA for a portion of their operational expenses and that all capital projects will be funded by the Association's revenue. Note – Society is not in compliance of Societies Act Section 73(1) – filing of Annual Report; does not meet eligibility requirement under GIA policy; Staff has advised society and they are working to rectify this. Director may want to consider waiting to invite Society to Allocation meeting in April until it is in compliance.**

4. Hats & Chaps Gymkhana - \$25,000 requested for purchase of a Sea-can Concession; major capital. **Director could consider funding all or a portion of with Peace River Agreement funds.**

5. Kiskatinaw Fall Fair - \$17,900 requested for operational and capital; **Note - Bleachers have been budgeted at \$2,500, needs to be determined whether or not this is an asset of the Sunset Prairie Recreation Commission as they own the grounds or a portable set of bleachers that Kiskatinaw will own. Director may wish to advise staff to have discussion with Society as to whether or not this portion of the funding should remain as part of the GIA request.**

6. Rolla Ratepayers Association - \$12,800 requested for operational and bathroom renovations; **Note – Society is not in compliance of Societies Act Section 73(1) – filing of Annual Report; does not meet eligibility requirement under GIA policy; Staff has advised society and they are working to rectify this. Director may want to consider waiting to invite Society to Allocation meeting in April until it is in compliance.**

7. South Peace Mile 0 Park Society (NEW) - \$3,000 requested to support the building of boardwalk at Rotary Lake. Does not meet 75% rural membership criteria for society operating within a municipal area and cannot be support with GIA. Director could consider project for funding under Peace River Agreement funding as this is a worthy project and the lake is used many rural residents in the South Peace.

8. South Peace Community Arts Council (NEW) - \$1,650 requested to support the Leadership and Mentor portion of the Circus North Camp in Dawson Creek from April 10-13, 2017. Does not meet 75% rural membership criteria for society operating within a municipal area and cannot be support with GIA. Director could choose to fund this with Peace River Agreement funds.

9. Sweetwater 905 Society (NEW) - \$1,450 requested for insurance only. Referred by the Regional Board to apply to GIA, previously funded annually by Gants to Community Organizations, meets 75% rural membership and operates in rural community.

STRATEGIC PLAN RELEVANCE: None

FINANCIAL CONSIDERATION(S):

Funding for Recreational and Cultural GIA is set annually by each Electoral Area Director in February. 2017 amounts are Area B = \$103,000; Area C = \$80,000; Area E West = \$102,000; Sub Regional = \$150,000. These amounts will go forward for adoption by the Regional Board in March. Staff has attached a breakdown of the 2017 amounts requested by the applicants.

COMMUNICATIONS CONSIDERATION(S):

- Staff will forward letters inviting each group to the Spring Allocation meeting in their applicable Electoral Area. Staff will ensure this is done 15 days prior to the date of the meeting, which is in accordance with the Recreational and Cultural GIA policy statement.
- Staff will send letters to applicants that are not eligible to be considered for funding as per the GIA policy statement; and staff will notify all applicants whose applications have been referred for support by other grant funds.

OTHER CONSIDERATION(S):

Attachments: 2017 Summary of Requests – Area B, C, E and Sub Regional
Historical Allocations for GIA 1996 to 2016
March 9, 2017 - GIA Summary of Payables Report
2016 GIA Recipients and Allocations

2017 Area B GIA

Organization name	Projects	Capital Costs Requested	Insurance Requested	Total Request	Total Project Cost	% Proposed for PRRD to fund	Recommended (75% for \$10k and under, 50% for over \$10k)	Director's Recommendation	Notes	YES / NO	GIA	Fair Share	Gas Tax	Other
Buick Creek Community Club	Insurance, replace front doors	\$ 2,741.68	\$ 3,575.00	\$ 6,316.68	\$ 6,316.67	100%	\$ 4,769.09		meets eligibility, \$0 unspent GIA		✓			
Goodlow Community Club	Trailer to transport materials; finish Hydro installation and Ball Park #1	\$ 5,000.00	\$ 700.00	\$ 8,250.00	\$ 10,250.00	80%	\$ 6,187.50		meets eligibility; no quote for trailer purchase - emailed feb 27, 17; has not used any 2016 GIA		✓			
King's Valley Christian Camp	Sound system; insurance, garden equip; hall & kitchen repairs	\$ 25,700.00	\$ 8,000.00	\$ 41,000.00	\$ 41,000.00	100%	\$ 20,500.00		meets eligibility; \$0 unspent GIA; did not receive funding in 2016		✓			
Montney Recreation Commission	Bathroom renos - men/women; cistern, chairs, insurance, eaves trough, painting, signs	\$ 17,154.00	\$ 2,598.00	\$ 24,582.00	\$ 26,752.00	92%	\$ 12,291.00		Meets eligibility; applying for eaves trough again as per FA approved at Jan 19/17 RBAC		✓			
North Peace 4 H District Council	Insurance; trng for members - 1st aid and home alone courses; media advertising	\$ 14,800.00	\$ 1,400.00	\$ 14,800.00	\$ 14,800.00	100%	\$ 1,400.00		Meets eligibility; in good standing w/BC Societies as of Feb 28,2 017; suggested programs are not capital expenditure, represent operating expense		✓			
North Peace Fall Fair	Insurance; improvements to barn; mobility improvement to office	\$ 9,000.00	\$ 4,600.00	\$ 13,600.00	\$ 13,600.00	100%	\$ 6,800.00		meets eligibility; \$5956.88 unspent 2015 & 2016 GIA; has applied to NDIT for Fabulous Festivals \$2500		✓			
North Peace Historical Society	Allen Homestead - Roof Repairs	\$ 22,521.89	\$ -	\$ 24,000.00	\$ 24,000.00	100%	\$ 12,000.00		Meets eligibility; Financials 2015 - 2016 not avail till Mar 1; unspent \$10,019.12 from 2015 & 2016 GIA		✓			
Osborn Community Hall	Furnace, Cemetery Gates, insurance, lighting and skirting	\$ 7,940.04	\$ 775.00	\$ 8,715.04	\$ 8,715.04	100%	\$ 3,090.66		Meets eligibility; Cemetery gates could be referred to Cemetery Function; no financials or budget; Furnace already bought & and installed Dec 2016 remove from budget re: debt & refer cemetery gates to cemeteries TOTAL \$5624.38; has not been claiming funds		✓			✓
Rose Prairie Community Curling Centre	Insurance, Boiler system improvements, replace flooring; upgrade lights, fencing new sound system, landscape outdoors	\$ 9,250.00	\$ 3,448.00	\$ 21,698.00	\$ 21,698.00	100%	\$ 7,624.00		Meets eligibility; Unspent 2015/2016 GIA 5726.85; could consider funding boiler project out of Gas tax funds \$5250;		✓		✓	
	Reroof /School	\$ 28,220.00	\$ -	\$ 28,220.00	\$ 28,220.00	100%	\$ 14,110.00		meet eligibility; Society states SD60 as per the agreement looks after building and all related costs - Why the need for GIA for roof then? Joint use agrmt ?? Society membership (emails)					
Wonowon Horse Club Society														
Subtotal		\$ 142,327.61	\$ 25,096.00	\$ 191,181.72	\$ 195,351.71		\$ 88,772.25	\$ -						

Note: North Peace Fall Fair & North Peace Historical share with Area B & C

COMMITTED Amounts		Total Request	Recommended (historical amount)	Director's Commitments
NP Regional Gradfest	annual grant	\$ 1,000.00	\$ -	\$ 1,000.00
North Peace 4-H District Council	annual grant	\$ 1,000.00	\$ -	\$ 1,000.00
Area B Rural Bursary	annual grant	\$ 1,000.00	\$ -	\$ 1,000.00
Youth Travel	annual grant	\$ 1,500.00	\$ -	\$ 1,500.00
Subtotal		\$ 4,500.00	\$ -	\$ 4,500.00
Total requested		\$ 195,681.72	\$ 93,272.25	\$ 4,500.00

REQUESTED Amounts March 16, 2017	
Total Fund	\$ 103,000.00
Total ALLOTED	\$ 4,500.00
Total Available	\$ 98,500.00

2017 Area C GIA

Organization name	Projects	Capital Costs Requested	Insurance Requested	Total Request	Total Project Cost	% Proposed for PRRD to fund	Recommended (75% for \$10k and under, 50% for over \$10k)	Director's Recommendation	Notes	YES / NO	GIA	Fair Share	Gas Tax	other
Lakepoint Golf & Country Club	Capital: lighting; patio furniture; paint office/shed; chairs, Improvements: Locker room, security, kitchen, computer	\$ 15,279.43	\$ -	\$ 31,019.11	\$ 31,019.11	100%			Meets eligibility; Capital project; 100 % cost requested; Did not receive GIA in 2016; FA approved at Jan 19/17 RBAC to reallocate GIA 2013 \$4241.96 will be spent this year.		✓			
North Peace Fall Fair	Insurance; improvements to barn; mobility improvement to office	\$ 9,000.00	\$ 4,600.00	\$ 13,600.00	\$ 13,600.00	100%			meets eligibility; \$5956.88 unspent 2015 & 2016 GIA; has applied to NDIT Fabulous Festivals for \$2500		✓			
North Peace Historical Society	Allen Homestead - Roof Repairs	\$ 22,521.89	\$ -	\$ 24,000.00	\$ 24,000.00	100%			Meets eligibility; Financials 2015 - 2016 not avail till Mar 1; unspent \$10,019.12 from 2015 & 2016 GIA		✓			
Subtotal		\$ 46,801.32	\$ 4,600.00	\$ 68,619.11	\$ 68,619.11	100%		\$ -						

Note: North Peace Fall Fair & North Peace Historical share with Area B & C

COMMITTED Amounts		Total Request	Recommended (historical amount)	Director's Commitments
NP Regional Gradfest	annual grant	\$ 1,000.00		\$ 1,000.00
Area C Rural Scholarship	annual grant	\$ 1,000.00		\$ 1,000.00
Youth Travel	annual grant	\$ 1,000.00		\$ 1,500.00
Subtotal		\$ 3,000.00	\$ -	\$ 3,500.00
Total requested		\$ 71,619.11	\$ -	\$ 3,500.00

ALLOTED Amounts March 16, 2017	
Total Fund	\$ 80,000.00
Total REQUESTED	\$ 3,500.00
Total Available	\$ 76,500.00

2017 Area E GIA

PROVIDE
FUNDING FUNDING OPTIONS

Organization name	Projects	Capital Costs Requested	Insurance Requested	Total Request	Total Project Cost	% Proposed for PRRD to fund	Recommended (75% for \$10k and under, 50% for over \$10k)	Director's Recommendation	Notes	YES / NO	GIA	PRA	Gas Tax	Other
Camp Emile	Kitchen Renovation	\$ 29,987.68	\$ -	\$ 29,987.68	\$ 29,987.68	\$ 100.00	\$ 14,993.84		meets eligibility, major capital; unspent \$13924.54 from 2014; did not apply 2016; did not receive funding 2015.		✓			
Chetwynd & District Recreation Centre	Ghoulsh Affair	\$ 2,500.00	no	\$ 2,500.00	\$ 5,300.00	47%	\$ 2,500.00		meets eligibility; District of Chetwynd contributes \$1000, Community generates \$1500; PRRD contribution goes towards cost of fireworks		✓			
Chetwynd & District Rod & Gun Club	Kitchen, Pistol Range improvements; continued landscaping Skeet Range,ops - insurance & utilities	\$ 16,700.46	\$ 2,500.00	\$ 26,362.38	\$ 26,362.38	100%	\$ 13,181.19		meets eligibility; large capital and large ops being requested.\$0 unspent GIA; financials need to be submitted		✓			
Chetwynd Electric Eels	operational costs, pool rental, swim clinic	\$ -	\$ -	\$ 10,000.00	\$ 21,314.00	47%	\$ 5,000.00		meets eligibility;2016 GIA unclaimed to date; payment claim to be processed.		✓			
Chetwynd Gymkhana Club	Arena rental, insurance and advertising, clinics	\$ -	\$ 620.00	\$ 5,036.26	\$ 9,420.00	53%	\$ 3,777.20		meets eligibility; costs based on financials submitted' 2016 GIA not claimed		✓			
Chetwynd Horse Club	Arena Rental	\$ -	\$ -	\$ 2,975.00	\$ 2,975.00	100%	\$ 2,231.25		*NEW* Eligibility not determined yet; society needs to prove 75% rural membership					
Chetwynd International Chainsaw	13th Annual Chainsaw International Carving Championship Event	\$ -	\$ -	\$ 10,000.00	\$ 98,712.73	10%	\$ 5,000.00		*NEW* Does not meet eligibilty; 3 of 5 members are rural at 60%; grant request is for an event not project; suggest fund through GCO Special Evnts in 2017 then pursue Annual Grant thereafter					GCO - Special or Annual
Chetwynd Social Planning Committee	Circus North Camp			\$ 6,000.00	\$ 9,621.48	62%	\$ 4,500.00		Does Not meets eligibility Society is not in compliance with Societies Act Feb 10/17, \$0 unspent ; project cost based on 2016 income statement; March 8 - Society Adv AGM delayed due to availability of Exec. Members, will be held Mar 9 with report filed Mar 10		✓			
Foothills Team Roping	Tractor, Roping Chutes, Ops - Rental and insurance	\$ 16,000.00	\$ 400.00	\$ 16,564.43	\$ 38,000.00	44%	\$ 8,282.22		meets eligibility; costs based on financials submitted;		✓			
Jackfish Community Association	Repair equipment; flooring and counters	\$ 30,000.00	\$ 1,700.00	\$ 31,000.00	\$ 31,000.00	100%	\$ 15,500.00		meets eligibility; NEW executive and board this year; unspent GIA \$14,298.66 ; flooring and counter tops		✓			
Little Giant Figure Skating	ice rental, skate program, coach certification	\$ -	\$ -	\$ 10,000.00	\$ 37,219.31	27%	\$ 5,000.00		meets eligibility; ice fees \$14,759.59;coaching certification is for trng not wages;		✓			
Little Prairie Heritage Society	operating costs; general upkeep; events		\$ 2,200.00	\$ 8,675.00	\$ 8,675.00	100%	\$ 4,337.50		meets eligibility; Unspent GIA \$12361.75; only submit claims for gas, hydro & bank service charges; expenses shown in financials provided but no claim reimbursement; concern not completing projects		✓			
Moberly Lake Community Association	Renovate crawlspace; kitchen reno & insurance	\$ 3,000.00	\$ 1,400.00	\$ 5,000.00	\$ 5,000.00	100%	\$ 3,750.00		meets eligibility; crawlspace repairs continue; kitchen project is capital;		✓			
Pine Valley Seniors	Rebuild 24 horse pens	\$ 42,000.00	\$ -	\$ 42,000.00	\$ 49,249.25	85%	\$ 21,000.00		Does Not meets eligibility Society is not in compliance with Societies Act Feb 10/17, \$0 unspent; maior capital project quotes provided		✓			
Pine Valley Seniors	Insurance, improvements to carpet blowing & stairway		\$ 2,800.00	\$ 4,820.00	\$ 4,820.00	100%	\$ 3,615.00		meets eligibility; f/up on Meals to Wheels contribution to ensure not donation of GIA as it is listed in budget submitted. \$0 unspent		✓			
Sagitawa Christian Camp	Purchase 10 canoes	\$ 22,000.00	\$ -	\$ 22,000.00	\$ 26,617.60	83%	\$ 11,000.00		meets eligibility; Capital improvement necessary for canoes to ensure proper safety of campers; costs based on financials submitted		✓			
Subtotal		\$ 162,188.14	\$ 11,620.00	\$ 232,920.75	\$ 404,274.43		\$ 123,668.19	\$ -						

ALLOTED Amounts	Recommended (historical amount)		
	Total Request		Director's Commitments
Electoral Area E Bursaries annual grant	\$ 1,000.00		\$ 1,000.00
Youth Travel annual grant	\$ 2,000.00		\$ 2,000.00
Subtotal	\$ 3,000.00	\$ -	\$ 3,000.00
Total requested	\$ 235,920.75	\$ 123,668.19	\$ 3,000.00

REQUESTED Amounts February 9, 2017	
Total Fund	\$ 102,000.00
Total Allotted	\$ 3,000.00
Total Available	\$ 99,000.00

2017 Sub-Regional GIA

		PROVIDE FUNDING		FUNDING OPTIONS									
Organization name	Projects	Capital & Operational Costs Requested	Insurance Requested	Total Request	Total Project Cost	% Proposed for PRRD to fund	Recommended (75% for \$10k and under, 50% for over \$10k)	Director's Recommendation	Notes	YES / NO	GIA	Fair Share	Gas Tax
Bessborough Community Club	Insurance; Utilities; Snow Removal	\$ -	\$ 4,157.00	\$ 6,000.00	\$ 6,000.00	100%	\$ 4,500.00		meets eligibility; unspent 2011 GIA; society has been advised, rtn to funding area - Report pending March RBAC.		✓		
Cutbank Community Club	Insurance & Utilities; Sump pumps, lighting, kitchen electrical improvement - outlets	\$ 7,931.05	\$ 5,522.00	\$ 19,264.20	\$ 19,264.20	100%	\$ 9,632.10		meets eligibility; costs based on budget; \$0 unspent; may consider funding capital projects through Gas tax/Fairshare PRA.		✓	✓	
DC Sportsman's Club	Indoor range - continuation of project; NEW sporting clay course; outhouses	\$ 11,500.00	no	\$ 27,000.00	\$ 27,000.00	100%	\$ 13,500.00		Does Not meet eligibility Society is not in compliance with Societies Act feb 9/2017; checked again on Mar 7, 2017; AGM was held Jan 11/17; costs based on budget; capital for indoor range quotes pending , still to be verified NOTE: indoor range estimated to be a five year project .		✓		
DC Youth Centre/The ARK	operating, insurance, utilities and phone	\$ 15,000.00	\$ 4,320.00	\$ 15,000.00	\$ 15,000.00	100%	\$ 7,500.00		meets eligibility; \$0 unspent GIA; total project cost based projected expenses:		✓		
Doe River Recreation	Operational costs, Kitchen Range, furnace/plumbing improvements, storage container fencing rodeo area, south roof	\$ 17,800.00	\$ 2,500.00	\$ 21,036.26	\$ 21,063.26	100%	\$ 10,518.13		meets eligibility; \$0 unspent GIA; proposing loss in 2017 that equals GIA request ; operational costs has \$3500 for hall repairs, \$2500 hall supplies; could consider asking society to priorities funding request operations or capital		✓		
Farmington Community Association	Insurance, utilities and special event expenses - winter fun day, dances, etc...		\$ 3,000.00	\$ 13,000.00	\$ 13,000.00	100%	\$ 6,500.00		Does Not meet eligibility Society is not in compliance with Societies Act Feb 9/17 , \$0 unspent; no budget, missing 1 page AR, FCA states will be responsible for all capital costs to be paid out of revenue from assets, rental and donations		✓		
Groundbirch Recreation Commission	Insurance	\$ -	\$ 2,050.00	\$ 2,050.00	\$ 2,050.00	100%	\$ 1,537.50		meets eligibility total project cost based on costs presented for insurance only; \$0 unspent		✓		
Hats N' Chaps Gymkhana	Purchase of Sea Can for Concession	\$ 25,000.00	\$	\$ 25,000.00	\$ 25,000.00	100%	\$ 12,500.00		meets eligibility; \$8714.71 GIA from 2012 FA (2015) approved used by end of 2016 - have not claimed to date; large capital could refer to PRA funds ; email sent Mar 7 to suggest sending in claim for reimbursement		✓	✓	
Kilkerran Recreation Commission	General Maintenance and Upkeep	\$ 2,000.00		\$ 2,000.00	\$ 2,000.00	100%	\$ 1,500.00		meet eligibility; need to contact society to determine exact items for use of funding; \$1925.33 GIA 2015; did not apply in 2016.		✓		
Kiskatinaw Fall Fair	Replace Bleachers, purchase banner & baffles, Ops - insurance and office supplies	\$ 7,500.00	\$ 4,500.00	\$ 17,900.00	\$ 17,900.00	100%	\$ 8,950.00		meets eligibility; unspent 2016 GIA \$4365.49; shown a loss of \$10,315.00; Applied to NDIT for Fabulous Festivals and Events grant \$2500 again this year. Question funds for assets/property of Sunset Prairie		✓		
McLeod Recreation & Social Services Society	Insurance & utilities; improvements to skating rink	\$ 8,700.00	\$ 3,362.00	\$ 23,705.63	\$ 23,706.63	100%	\$ 11,852.82		meets eligibility; funding request based on total budget as submitted; unspent \$0		✓		
Rolla Ratepayers Association	Bathroom Taps, Ops - insurance, utilities, grounds keeping	\$ -	\$ 5,000.00	\$ 12,800.00	\$ 12,800.00	100%	\$ 6,400.00		Does Not meets eligibility Society is not in compliance with Societies Act Feb 10/17, \$0 unspent - Email was sent on Mar 7, 2017 and phone call was placed.		✓		
South Peace Mile O Park Society	Boardwalk, landscape for Splash park at Rotary Lake	\$ 3,000.00	\$	\$ 3,000.00	\$ 6,800.00	100%	\$ 3,000.00		*NEW* Does not meet 75% rural membership criteria as new applicant in municipal area , Directors could choose to support with PRA			✓	
South Peace Community Arts Council	Circus Camp April 10-13, 2017 - Travel/per diem for leadership trng workshops	\$ -		\$ 1,650.00	\$ 21,560.00	8%	\$ 1,650.00		*NEW* Does not meet 75% rural membership within municipal area; Council operates as umbrella society for other societies in art field to be members of as a support where societies can come together and brainstorm and discuss projects; Director could choose to support under PRA			✓	
Sunset Prairie Recreation Commission	Picnic Tables; rabbit/chicken pens; Ops- insurance, utilities, groundwork	\$ 8,000.00	\$ 4,600.00	\$ 15,000.00	\$ 15,000.00	100%	\$ 7,500.00		meets eligibility; Application states Kiskatinaw Fall Fair Society will no longer be insurance for bldgs yields increase this year; unspent \$6127.61 from 2014 and 2016		✓		
Swan Lake Enhancement Society	operating costs, AGM/Tree event & BBQ		\$ -	\$ 1,500.00	\$ 1,500.00	100%	\$ 1,125.00		meets eligibility; total project cost based on costs presented for these projects only		✓		
Sweetwater 905 Society	Insurance	\$ 1,450.00	\$ 1,450.00	\$ 1,450.00	\$ 5,000.00	29%	\$ 1,087.50		*NEW - referred to GIA from Regional Board as per GCO 2016 Annual Grants application; Meets eligibility criteria, Rural Society, 100% rural membership		✓		
Tomslake Community Cultural Association	insurance, gravel for parking lot	\$ -	\$ 2,975.00	\$ 9,000.00	\$ 9,000.00	100%	\$ 6,750.00		meets eligibility; Society needs to provide quotes for gravel and amount spending on it.		✓		
Tomslake & District Recreation Commission	Improvements to facilities overseen by TLRC - soccer flds, library, museum, rink, Sudeten park and general ops costs		\$ 5,575.00	\$ 21,800.00	\$ 59,746.00	36%	\$ 10,900.00		meets eligibility; total project cost based on total to operate and conduct capital projects in 2016; no capital expenditures in budget of \$5000 but \$20,000 in Reno Costs to be verified; unspent \$4481.10 combined 2015 & 2016 - pending 2016 claim of \$9979.94 to be presented		✓		
Tupper Community Club	improvements/repairs to areas underneath Stage and Storage part of hall; ops - insurance, utilities,	\$ 5,500.00	\$ 6,700.00	\$ 22,500.00	\$ 22,500.00	100%	\$ 11,250.00		meets eligibility; total project costs based on expenses; financials submitted		✓		
Subtotal		\$ 113,381.05	\$ 55,711.00	\$ 260,656.09	\$ 325,890.09		\$ 138,153.05	\$ -					

COMMITTED Amounts		Total Request	Recommended (historical amount)	Recommended (historical amount)	Director's Commitment
Sub-Reg. Scholarship & Bursary		annual grant	\$ 3,000.00		\$ 3,000.00
Youth Travel		annual grant	\$ 1,500.00		\$ 1,500.00
Subtotal			\$ 4,500.00	\$ -	\$ 4,500.00
Total requested			\$ 265,156.09	\$ 138,153.05	\$ 4,500.00

ALLOTTED Amounts March 16, 2017	
Total Fund	\$ 150,000.00
Total ALLOTTED	\$ 4,500.00
Total Available	\$ 145,500.00

March 9, 2017

SUMMARY OF PAYABLES

Since	AREA B	TOTAL	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
	Area 'B' Bursary (AG)	9,850	0	500	0	450	400	0	0	0	0	500	500	500	500	500	500	500	1,000	1,000	1,000	1,000	1,000	
2010	Big Bam Ski Hill	60,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12,000	19,000	10,000	19,000	0	0	0	
1996	Buick Creek Community Club	127,977	8,300	7,200	13,000	4,866	0	4,611	1,900	24,100	18,000	0	0	5,000	0	16,000	5,000	12,000	5,000	0	0	3,000	0	
2000	Cache Creek Community Club	46,551	0	0	0	0	4,000	0	0	5,700	0	36,851	0	0	0	0	0	0	0	0	0	0	0	0
1996	Cecil Lake Rec. Commission	123,600	11,600	0	0	0	0	6,000	11,000	14,000	12,000	15,000	13,500	0	0	0	28,500	10,000	0	2,000	0	0	0	0
1996	FSJ GradFest Society (Annual Grant)	16,500	500	500	500	5,000	500	500	500	500	500	500	500	500	500	500	500	500	500	500	1,000	1,000	1,000	
2005	Golata Creek Recreation Society	107,591	0	0	0	0	0	0	0	0	0	3,000	0	4,000	49,500	12,000	5,200	0	0	0	15,895	0	17,996	
2011	Goodlow Community Club	95,530	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19,000	0	15,000	22,830	0	38,700	0	
1997	Halfway Graham Community Club	40,395	0	7,000	0	0	0	0	5,800	9,000	0	0	0	0	11,595	0	0	0	0	0	0	7,000	0	
1997	King's Valley Christian Camp	257,760	0	18,000	15,440	0	22,000	34,000	11,900	6,500	6,500	0	0	6,000	8,000	9,500	11,500	14,000	16,000	25,000	18,100	35,320	0	
2006	Lake Point Golf & Gountry Club	34,700	0	0	0	0	0	0	0	0	0	0	9,550	8,750	0	6,193	3,207	7,000	0	0	0	0	0	
2001	Montney Rec. Commission	155,457	0	0	0	0	0	15,000	0	0	25,000	2,900	13,800	5,500	0	16,000	6,134	7,000	23,000	8,300	12,643	13,280	6,900	
1996	North Peace Fall Fair Society	222,223	12,000	9,000	1,000	6,250	12,500	15,150	7,000	17,100	12,500	17,500	18,000	22,000	13,176	12,947	0	9,000	17,600	0	8,500	10,000	1,000	
1996	North Peace Historical Society	124,163	5,000	8,000	5,000	10,000	6,000	5,750	1,200	2,500	2,500	3,225	600	1,500	4,000	5,100	8,000	0	7,000	14,626	5,750	16,250	12,163	
1996	North Peace 4H District Council (AG &/or GAA if over 1,000)	83,760	1,800	0	4,500	1,500	500	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	6,575	7,390	48,495	1,000		
	1998 North Peace Light Horse Assoc.	181,387	0	0	6,500	13,452	7,000	10,563	13,000	4,000	20,000	16,024	26,500	10,000	9,729	3,260	4,459		2,900	0	0	34,000	0	
2015	North Peace Ride for the Disabled																					3,000	0	
2009	Osborn Community Club	42,062	0	0	0	0	0	0	0	0	0	0	0	0	0	5,000	2,500	4,500	4,000	5,000	0	10,000	11,062	
1996	RCMP Rural Hockey/Broomball (AG)	52,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	5,000	5,000	5,000	5,000	5,000	0	0	0	0	0	0	0	
1996	Rose Prairie Community Curling Centre Society	97,180	9,000	0	0	0	0	0	26,000	0	0	0	0	0	0	10,000	14,000	9,000	8,000	4,500	0	6,000	10,680	
1997	Wonowon Horse Club	43,635	0	15,000	335	0	7,500	0	10,000	9,300	0	0	0	0	0	0	0	0	0	0	0	1,500	0	
	Youth Travel	32,000	0	1,500	1,500	1,500	15,000	0	1,000	1,500	0	0	500	1,500	0	0	500	1,500	0	1,500	1,500	1,500	1,500	
Totals		1,954,320	51,200	69,700	50,775	46,018	78,400	95,574	93,300	98,200	101,000	101,500	89,450	71,250	103,000	103,000	103,000	107,000	103,000	103,000	94,608	191,345	103,000	0
	AREA C	TOTAL	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
	Area 'C' Scholarship (AG)	12,500	500	500	500	500	500	500	500		500	500	500	500	500	500	500	500	1,000	1,000	1,000	1,000	1,000	
2010	Big Bam Ski Hill	81,900	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14,900	20,000	16,000	31,000	0	0	0	
1996	Charlie Lake Community Club	351,504	10,425	8,000	14,700	9,700	15,000	11,000	13,000		10,000	10,000	13,235	25,000	21,000	30,650	43,556	20,000	12,600	0	40,512	18,000	25,126	
1996	FSJ GradFest Society (Annual Grant)	11,000	500	500	500	500	500	500	500	0	500	500	500	500	500	0	500	500	500	1,000	1,000	1,000	1,000	
1996	Grandhaven Community Club	48,549	3,500	4,000	0	1,900	0	0	2,400	0	0	4,000	8,280	6,731	5,290	6,398	6,050	0	0	0	0	0	0	
2006	Lake Point Golf & Country Club	130,819	0	0	0	0	0	0	0	0	0	0	0	0	12,088	7,193	7,103	20,000	16,000	32,900	35,535	0	0	
1997	Inconnu Swim Club	5,000	0	5,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1996	North Peace Fall Fair	68,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30,000	0	8,500	10,000	20,000		
1996	North Peace Historical Society	129,487	5,000	0	0	4,500	4,050	6,000	1,200	0	0	1,362	600	1,500	4,000	6,000	10,000	15,000	8,500	15,000	5,750	16,250	24,775	
1996	North Peace 4-H Senior Council	6,575																		6,575	0	0	0	
	1998 North Peace Light Horse Association	167,671	0	10,000	5,500	10,475	3,250	8,200	14,500	0	0	18,338	8,735	10,000	21,623	3,759	6,391	10,000	2,900	0	0	34,000	0	
2009	Whiskey Jack Nordic Ski Club	44,500	0	0	0	0	0	0	0	0	0	0	0	0	0	10,000	10,000	13,000	11,500	0	0	0	0	
	Youth Travel	9,500	0	0	0	0	0	0	500	0	1,500	0	0	0	0	500	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
Totals		1,067,504	19,925	28,000	21,200	27,575	23,300	26,200	32,600	0	12,500	34,700	31,850	44,231	65,001	65,000	100,000	100,000	100,000	87,975	93,297	81,250	72,901	0
	AREA E	TOTAL	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
	Area E West Bursary (AG)	3,000																			1000	1000	1000	
1997	Camp Emile	135,600	0	4,000	4,000	4,000		9,000	8,000	8,000	10,000	8,000	8,650	8,000	8,000	0	12,000	8,300	0	8,000	27,650	0	0	
1996	Chetwynd and District Recreation Centre	38,950	1,800	5,000	0	2,900	2,000	1,000	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	0	2,500	2,500	1,750	2,500	2,500	2,500	
2005	Chetwynd Electric Eels Swim Association	56,198	0	0	0	0	0	0	0	0	0	2,000	0	2,500	7,500	2,500	0	3,000	4,400	8,660	10,000	8,000	7,638	
2013	Chetwynd Gymkhana Club	21,193	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8,250	4,000	3,555	5,388	
1997	Chetwynd Rod & Gun Club	186,848	0	7,500	0	8,000	0	4,000	0	10,000	16,000	11,000	10,150	10,000	8,000	10,000	14,000	8,000	0	15,000	19,890	12,540	22,768	
1996	Chetwynd Speed Skating	18,250	1,000	4,500	2,000	3,250	0	0	1,500	0	0	0	0	0	0	0	0	6,000	0	0	0	0	0	
2015	Chetwynd Social Planning Committee	10,000																			5,000	5,000		
1996	Chetwynd Community Arts Council	7,800	3,500	0	0	0	0	0	0	0	0	0	1,800	0	0	0	2,500	0	0	0	0	0	0	
1996	Family Footprints Geneology	23,000	4,000	4,500	2,500	0	3,000	1,500	1,000	2,000	0	4,500	0	0	0	0	0	0	0	0	0	0	0	
2011	Foothills Team Roping Club	55,650	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8,300	20,000	12,500	8,000	5,250	1,600	
1996	Jackfish Community Association	118,876	4,000	0	0	0	0	7,000	7,500	9,000	0	7,500	6,150	10,000	0	7,500	12,000	7,300	0	19,000	3,500	4,875	13,551	
2012	Little Giant Figure Skating Club	23,138	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,000	3,600	4,400	4,500	7,638	
1996	Little Prairie Heritage Society	241,926	12,000	23,000	15,000	8,000	0	8,000	8,500	18,000	0	10,000	15,650	13,000	22,000	11,500	11,000	8,800	20,040	8,750	14,405	8,000	6,281	
1996	Lone Prairie Riding Club	64,100	7,000	0	0	8,000	9,000	7,000	6,000	0	13,100	4,000	0	10,000	0	0	0	0	0	0	0	0	0	
1996	Moberly Lake Community Assoc.	218,658	30,000	7,500	7,500	22,000	25,000	26,000	21,500	9,000	10,000	5,000	3,500	12,000		9,000		8,000	10,050	0	5,900	6,708		
1997	Moberly Lake & District Golf Club	177,850	0	22,000	3,200	10,000	8,000	10,000	14,000	7,000	15,000	15,000	14,650	0	17,000		16,500	9,000	0	0	0	0	0	
1996	Pine Valley Exhibition Park Society	298,218	15,000	10,000	15,000	12,000	16,500	18,000	18,000	19,000	20,000	17,000	20,150											

1997 Sagitawa Christian Camps	180,615	0	7,000	10,000	7,000	7,000	7,000	8,000	8,500	8,000	8,000	9,150	9,000	9,000	14,500	12,000	8,000	17,000	15,500	0	15,965	0
Youth Travel Grant (AG)	16,005	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000	2,000	2,000	2,000	2,000	3,005	2,000	2,000
Totals	2,075,997	82,300	98,000	84,200	94,872	83,943	102,777	97,500	100,400	100,000	102,000	102,000	102,000	102,000	102,000	104,000	104,000	94,390	112,460	106,155	102,000	102,000

SUB-REGIONAL	TOTAL	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Sub-Regional Bursary	50,000	0	0	2,500	2,000	2,000	2,000	2,000	2,000	2,500	2,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	
2009 ARK - Dawson Creek Youth Society	0													0	3,167	3,462	4,079	3,036	0	4,953	4,400	9,179	
1996 Bessborough Community Club	174,644	9,500	10,000	8,000	8,000	7,950	8,300	15,250	3,450	14,000	15,723	14,000	15,935	7,636	5,220	2,833	4,994	4,500	5,000	4,953	4,400	5,000	
1996 Cutbank Community Club	196,606	4,100	5,000	3,000	7,500	9,250	9,500	13,000	14,450	10,000	13,000	12,000	10,000	13,272	11,000	8,000	11,400	8,057	14,500	11,398	0	8,179	
1996 Dawson Creek Sportsman's Club	274,459	19,000	4,000	4,000	8,000	9,950	8,000	12,500	16,500	9,000	11,500	12,223	11,935	13,272	12,000	12,000	13,400	14,557	23,400	20,753	24,040	14,429	
2016 Doe River Gymkhana	5,830	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,830	
1996 Doe River Recreation	222,269	5,869	15,000	13,000	9,000	9,950	10,000	11,000	10,450	8,000	7,500	10,723	8,935	10,272	12,000	9,000	10,400	13,557	16,963	9,995	12,610	8,044	
1996 Farmington Community Association	191,106	11,500	8,000	10,000	9,200	13,450	22,500	4,500	3,450	8,000	5,750	8,223	8,935	9,272	8,500	8,000	7,800	6,757	8,500	7,390	13,200	8,179	
1996 Groundbirch Recreation	68,700	2,500	5,000	4,000	2,800	1,600	1,300	2,000	1,200	5,300	6,250	0	5,935	5,772	6,500	5,000	4,300	1,800	1,800	2,753	1,540	1,350	
2008 Hats N' Chaps Gymkhana	70,139	0	0	0	0	0	0	0	0	0	0	0	0	7,636	9,280	14,167	8,406	12,571	2,000	0	0	16,079	
1996 Kilkerran Recreation Commission	54,570	3,250	4,000	0	0	3,450	8,500	3,500	3,950	6,000	3,100	8,000	1,800	0	2,500	0	0	0	3,000	0	3,520	0	
2008 Kiskatinaw Fall Fair Association	95,777	0	0	0	0	0	0	0	0	0	0	0	0	8,136	9,000	7,750	9,500	8,557	10,500	14,453	16,157	11,724	
1996 McLeod Recreation & Social Services	218,458	6,000	8,000	6,000	6,000	7,950	6,950	12,250	10,450	7,000	7,500	8,500	8,435	8,772	12,000	15,000	12,400	10,557	20,904	18,551	16,462	8,777	
1996 Paradise Valley Snowmobile Club	31,450	5,000	3,500	0	4,500	7,950	4,500	6,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
1996 Progress Athletic Association	16,590	1,090	1,600	1,200	2,500	2,450	2,000	2,000	1,200	700	0	0	850	1,000	0	0	0	0	0	0	0	0	
1996 Rolla Ratepayers	194,535	14,000	10,000	11,000	10,500	8,950	10,000	0	12,450	12,000	13,000	13,223	11,935	11,272	6,333	5,538	8,321	7,021	3,000	4,500	11,000	10,491	
1996 Sunset Prairie Recreation	231,383	10,000	10,000	12,000	14,000	18,200	11,450	15,250	18,000	15,000	11,000	16,223	19,935	8,136	9,000	7,750	7,700	8,557	2,500	7,453	2,200	7,029	
2008 Swan Lake Enhancement Society	14,412	0	0	0	0	0	0	0	0	0	0	0	0	3,616	698	817	1,140	1,142	2,898	1,773	1,503	825	
1996 Tomslake Community Cultural Association	41,541	0	0	0	0	0	0	0	0	0	0	0	0	4,227	3,492	6,892	3,040	4,430	3,799	3,453	5,280	6,929	
1996 Tomslake & District Recreation Commission	196,832	5,900	5,000	4,000	5,000	6,450	6,000	8,000	8,450	11,000	8,500	12,223	10,935	7,045	6,508	8,108	8,360	8,984	15,101	20,750	17,688	12,829	
1996 Tupper Community Club	206,559	5,500	7,000	8,000	9,500	10,450	7,500	11,000	12,450	10,000	8,500	12,223	9,935	6,156	9,302	11,183	10,260	11,416	11,552	12,454	11,501	10,679	
Youth Travel	34,250	1,500	3,000	2,500	1,500	1,500	1,500	1,750	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	
Totals	2,590,110	104,709	99,100	89,200	100,000	121,500	120,000	120,000	119,950	120,000	114,823	132,061	130,000	129,992	131,000	130,000	130,000	130,000	149,916	150,084	150,000	150,050	0
GRAND TOTALS	7,687,932	258,134	294,800	245,375	268,465	307,143	344,551	343,400	318,550	333,500	353,023	355,361	347,481	399,993	401,000	437,000	441,000	427,390	453,351	444,144	524,595	427,951	

		Peace River Regional District Grants-In-Aid Summary of Payables - 2016										9-Mar-2017
Current Year Allocation		2005-2009	2010	2011	2012	2013	2014	2015	2016	2017	GIA Remaining	
			Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget		Budget
			103,000.00	107,000.00	103,000.00	103,000.00	103,000.00	200,000.00	103,000.00	103,000.00		
AREA B			Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated		
	Big Bam Ski Hill	-	-	-	-	-	-	-	-	-	-	
	Buick Creek Community Club	-	-	-	-	-	-	-	-	-	-	
	Cache Creek Community Club	-	-	-	-	-	-	-	-	-	-	
	Cecil Lake Rec. Commission	-	-	-	-	-	-	-	-	-	-	
1,000.00	Fort St. John Gradfest	-	-	-	-	-	-	-	-	-	-	
17,995.84	Golata Creek Recreation Society	-	-	-	-	-	-	-	17,995.84	-	17,995.84	
38,700.00	Goodlow Community Club	-	-	-	-	-	-	-	38,700.00	-	38,700.00	
	Halfway Graham Community Club	-	-	-	-	-	-	874.96	-	-	874.96	
	King's Valley Christian Camp	-	-	-	-	-	-	-	-	-	\$ -	
6,900.00	Montney Rec. Commission	-	-	-	-	-	-	-	-	-	-	
1,000.00	North Peace 4-H District Council	-	-	-	-	-	-	-	-	-	-	
1,000.00	North Peace Fall Fair Society	-	-	-	-	-	-	-	-	-	-	
12,162.61	North Peace Historical Society	-	-	-	-	-	-	-	-	-	-	
	North Peace Light Horse Assn.	-	-	-	-	-	-	-	-	-	-	
	North Peace Ride for Disabled	-	-	-	-	-	-	259.51	-	-	259.51	
11,062.05	Osborn Community Club	-	-	-	-	-	-	8,026.34	4,513.48	-	12,539.82	
10,679.50	Rose Prairie Curling Society	-	-	-	-	-	-	-	4,398.08	-	4,398.08	
	Wonowon Horse Club	-	-	-	-	-	-	1,500.00	-	-	1,500.00	
1,000.00	Area B Rural Bursary	-	-	-	-	-	-	-	-	-	-	
1,500.00	Youth Travel	-	-	-	-	-	-	-	-	-	-	
103,000.00	Total Area B	-	-	-	-	-	-	10,660.81	65,607.40	-	76,268.21	
	2005-2009	2010	2011	2012	2013	2014	2015	2016	2017	GIA Remaining		
		Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget			
		100,000.00	100,000.00	100,000.00	100,000.00	112,025.88	100,000.00	80,000.00	80,000.00			
AREA C		Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated			
	Big Bam Ski Hill	-	-	-	-	-	-	-	-	-		
25,125.86	Charlie Lake Community Club	-	-	-	-	4,920.40	9,510.41	15,736.11	-	30,166.92		
1,000.00	Fort St. John Gradfest	-	-	-	-	-	-	-	-	-		
	Lake Point Golf Club	-	-	-	4,241.96	-	-	-	-	4,241.96		
	North Peace 4H Senior Council	-	-	-	498.98	-	-	-	-	498.98		
20,000.00	North Peace Fall Fair Society	-	-	-	-	-	3,322.13	2,634.75	-	5,956.88		
24,775.00	North Peace Historical Society	-	-	-	-	470.75	3,426.16	6,122.21	-	10,019.12		
	North Peace Light Horse Assn.	-	-	-	-	-	-	-	-	-		
1,000.00	*Area C Scholarship	-	-	-	-	-	-	-	-	-		
1,000.00	Youth Travel	-	-	-	-	-	-	-	-	-		
72,900.86	Total Area C	-	0.00	-	-	4,740.94	5,391.15	16,258.70	24,493.07	50,883.86		
	2005-2009	2010	2011	2012	2013	2014	2015	2016	2017	GIA Remaining		
		Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget			
		102,000.00	102,000.00	102,000.00	111,610.00	103,150.00	102,000.00	102,000.00	102,000.00			
AREA E		Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated			
	Camp Emile	-	-	-	-	13,924.54	-	-	-	13,924.54		
2,500.00	Chetwynd & Dist Rec. Centre	-	-	-	-	-	-	-	-	-		
7,637.50	Chetwynd Electric Eels Swim Assn.	-	-	-	-	611.40	-	-	-	611.40		
5,387.50	Chetwynd Gymkhana	-	-	-	-	-	-	1,821.16	-	1,821.16		
22,768.25	Chetwynd Rod & Gun Club	-	-	-	-	-	-	-	-	-		
5,000.00	Chewtynd Social Planning Committee	-	-	-	-	-	-	-	-	-		
1,600.00	Foothills Team Roping Club	-	-	-	-	-	-	-	-	-		
13,550.50	Jackfish Community Association	-	-	-	-	-	4,875.00	9,423.66	-	14,298.66		
7,637.50	Little Giants Figure Skating Club	-	-	-	-	-	-	7,637.50	-	7,637.50		
6,281.25	Little Prairie Heritage Society	-	-	-	-	4,355.16	4,302.91	3,703.68	-	12,361.75		
6,707.50	Moberly Lake Community Assn.	-	-	-	-	-	-	4,119.33	-	4,119.33		
16,417.50	Pine Valley Exhibition Park Soc.	-	-	-	-	-	-	-	-	-		
	Pine Valley Motor Sports	-	-	-	-	-	-	-	-	-		
3,512.50	Pine Valley Seniors Assn.	-	-	-	-	-	-	-	-	-		
	Sagitawa Christian Camping Society	-	-	-	-	-	854.35	-	-	854.35		
1,000.00	Area E West Bursary	-	-	-	-	-	-	500.00	-	500.00		
2,000.00	Youth Travel	-	-	-	-	-	-	-	(750.00)	(750.00)		
102,000.00	Total Area E	-	-	-	-	18,891.10	10,032.26	27,205.33	(750.00)	55,378.69		

		2005-2009	2010	2011	2012	2013	2014	2015	2016	2017	GIA Remaining
SUB-REGIONAL			Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	
			130,000.00	130,000.00	130,000.00	150,000.00	150,084.00	150,000.00	150,000.00	150,000.00	
			Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
			130,000.00	130,000.00	130,000.00	149,916.11	150,084.00	150,000.00	150,049.93		
9,178.72	Ark - Dawson Creek Youth Centre Society	-	-	-	-	-	-	-	-	-	-
5,000.00	Bessborough Community Club	-	-	74.96	-	-	-	-	-	-	74.96
8,178.72	Cutbank Community Club	-	-	-	-	-	-	-	-	-	-
14,428.72	Dawson Creek Sportsman's Club	-	-	-	-	-	-	-	-	-	-
5,829.55	Doe River Gymkhana Club	-	-	-	-	-	-	-	4,047.05	-	4,047.05
8,044.08	Doe River Recreation Commission	-	-	-	-	-	-	-	-	-	-
8,178.72	Farmington Community Association	-	-	-	-	-	-	-	-	-	-
1,350.00	Groundbirch Rec. Commission	-	-	-	-	-	-	-	-	-	-
16,078.72	Hats n' Chaps Gymkhana	-	-	-	2,155.99	-	-	-	6,558.72	-	8,714.71
	Kilkerran Recreation Commission	-	-	-	-	-	-	1,925.33	-	-	1,925.33
11,724.22	Kiskatinaw Fall Fair	-	-	-	-	-	-	-	4,365.49	-	4,365.49
8,777.38	McLeod Rec. & Social Services Society	-	-	-	-	-	-	-	-	-	-
10,491.22	Rolla Ratepayers	-	-	-	-	-	-	-	-	-	-
7,028.72	Sunset Prairie Recreation Commission	-	-	-	-	-	1,257.05	-	4,870.56	-	6,127.61
825.00	Swan Lake Enhancement Society	-	-	-	-	-	-	-	-	-	-
6,928.72	Tomslake Community Cultural Assn.	-	-	-	-	-	-	-	6,928.72	-	6,928.72
12,828.72	Tomslake & District Rec Commission	-	-	-	-	-	-	-	3,028.78	-	3,028.78
10,678.72	Tupper Community Club	-	-	-	-	-	-	-	-	-	-
3,000.00	Post Secondary Trade Bursary & Scholarship	-	-	-	-	-	-	-	-	-	-
1,500.00	Youth Travel	-	-	-	-	-	-	-	-	-	-
150,049.93	Total Sub-Regional	0.00	0.00	74.96	2,155.99	-	1,257.05	1,925.33	29,799.32		35,212.65
427,950.79	COMBINED GRAND TOTALS	-	-	74.96	2,155.99	4,740.94	25,539.30	38,877.10	147,105.12		218,493.41
Prior Years Payable total =			32,511.19								
2015 Payable total =								38,877.10			
Total GIA Payable =											218,493.41

Youth Travel Recipient Information

Area	Recipient	Total To-Date	2010	2011	2012	2013	2014	2015	2016	2017
Area B	Northern BC High School Rodeo	1,000	500			500				
	Northern BC Highschool Rodeo - Megan Smith	500					500			
	Juvenile boys curling team (alberta league)	500							500	
	TOTAL granted for year		500	1,500	0	1,500	1500	1500	1500	
	TOTAL used		500	0	0	500	500	0	500	0
	BALANCE Remaining		0	0	0	0	0	0	0	0 *
Area C	Inconnu Swim Club	300		300						
	Northern BC High School Rodeo	2,000	500		500	500		500		
	TOTAL granted for year		1,000	1,000	1,000	1,000	1000	1000	1000	
	TOTAL used		500	300	500	500	0	500	0	0
	BALANCE Remaining		0	0	0	0	0	0	0	0 *
Area E	3 Nations Midget Hockey	650		350		300				
	Auroras Speed Skating Club	250		250						
	Chet Girls Club Volleyball	1,050	250		500		300			
	Chet Scotiabank Bantam Giants Hockey	850	350		500					
	Chet Secondary Boys Wrestling	350	350							
	Chet Secondary Girls Volleyball	3,250	250		200	800		1000	1000	
	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			
	Taylor Dutka - DC Curling U18 PRA Curling									250
	Chetwynd Midget Giants	500						500		
	Chetwynd U16 Club Volleyball - Chargers	500						500		
	U16 Girls Club VB Chetwynd Raiders	500							500	
	U17 CW Raiders Girl Club VB									500
	TOTAL granted for year		2,000	2,000	2,000	2,000	3005.26	2000	2000	
	TOTAL used for year		1,200	900	2,000	1,400	800	2000	1500	750
	BALANCE Remaining		0	0	0	0	0	0	0	-750 *
Sub-Regional	Northern BC High School Rodeo	2,000			1,000	1,000				
	DC U14 Volleyball Team Dynamite	500							500	
	DCVC U17_18 Girls Vollebay	500							500	
	Juvenile Boys Curling Team (alberta league)	500							500	
	TOTAL granted for year		1,500	1,500	1,500	1,500	1500	1500	1500	
	TOTAL used for year		0	0	1,000	1,000	0	0	1500	0
	BALANCE Remaining		0	0	0	0	0	0	0	0 *

* Unused amounts returned to reduce next tax year

Scholarship/Bursary Recipient Information 2010 to Current

Area B Bursary

Year	Name	Amount	Amount		Date Claimed
			Remaining		
2017					
2016	Kelsey Young	1,000	0		11-Aug-16
2015	Robyn Bickford	1,000	0		25-Aug-15
2014	Rebecca Hedges	1,000	0		3-Sep-14
2013	Makayla MacLeod	1,000	0		13-Aug-13
2012	Eliza Li	1,000	0		2012
2011	Talia Miller	500	0		2011
2010	Kendra Young	500	0		2010
	TOTAL	5,000	0		

Area C Scholarship

TRUE

Year	Name	Amount	Amount		Date Claimed
			Remaining		
2017					
2016	Rachel Kalkman	1,000	0		25-Aug-16
2015	Kevala Van Voilkenburg	1,000	0		06-Aug-15
2014	Dylan Kassian	1,000	0		23-Aug-14
2013	Daisy Petrucci	1,000	0		15-Aug-13
2012	Stephanie Sutherland	1,000	0		2012
2011	Hannah Leber	500	0		2011
2010	Tawny Hosker	500	0		2010
	TOTAL	5,000	0		

Area E Bursary

Year	Name	Amount	Amount		Date Claimed
			Remaining		
2017					
2017					
2016	Courtney Auger	500	500		
2016	Regan Neuls	500	0		05-Dec-16
2015	Kayla Sanford	500	0		13-Nov-15
2015	Dayton Waldie	500	0		07-Nov-15
2014	Sara Norris	500	0		27-Nov-14
2014	Brittany Andres	500	0		15-Jan-15
	TOTAL	1,500	0		

Sub-Regional Bursary & Scholarship

Year	Name	Amount	Amount		Date Claimed
			Remaining		
2017					
2017					
2016	Ashley Schweitzer	1,500	0		Jan-17
2016	Kalen Dorer	1,500	0		Sep-16
2015	Paula Chudley	1,500	0		31-Aug-15
2015	Ben Van Spronsen	1,500	0		14-Sep-15
2014	Theran Basset	1,500	0		15-Jan-15
2014	Landon Farrow Trades	1,500	0		16-Sep-14
2013	Brenna McCullough - Academic	1,500	0		25-Sep-13
2013	Brad Skytte - Trades	1,500	0		02-Jul-13
2012	Kole Pierce	1,500	0		2012
2012	Michaela Wandling (Deferred to 2013)	1,500	0		2013
2011	Anders Carlstad	1,500	0		2011
2011	Gary Gordon	1,500	0		2011
2010	Erica Woolf	1,500	0		2010
2010	Dusty Bruhs (Deferred to 2011)	1,500	0		2010
	TOTAL	16,500	0		



PEACE RIVER REGIONAL DISTRICT

2016 Grants-in-Aid Recipients

Area B Recipients	Amount	Project
Golata Creek Recreation Society	\$17,995.84	Kitchen Renovations, new parking lot
Goodlow Community Club	\$38,700.00	Finish Ball Diamond 1, Begin Ball Diamond 2
Montney Recreation Commission	\$6,900.00	Insurance, Eaves Trough, gravel
North Peace 4H District Council	\$1,000.00	Annual Travel Grant
North Peace Fall Fair	\$1,000.00	Replace office building, general repairs, and small projects
North Peace Historical Society	\$12,162.61	Relocate Allen Homestead to Museum
Osborn Community Association	\$11,062.05	Insurance, cistern, shed
Rose Prairie Community Curling Centre	\$10,679.50	Insurance, Kitchen and cistern improvements
Wonowon Horse Club Society	\$1,500.00	Upgrades to Ventilation System
Fort St John Gradfest	\$1,000.00	Annual Grant
Area B Rural Bursary	\$1,000.00	Annual Grant
Youth Travel	\$1,500.00	Annual Grant
TOTAL	\$104,500.00	

Area C Recipients	Amount	Project
Charlie Lake Community Club	\$25,125.86	Electrical improvements to hall, exterior lighting
North Peace Fall Fair	\$20,000.00	Replace office building, general repairs, and small projects
North Peace Historical Society	\$24,775.00	Relocate Allen Homestead to Museum
Fort St John Gradfest	\$1,000.00	Annual Grant
Area C Scholarship	\$1,000.00	Annual Grant
Youth Travel	\$1,000.00	Annual Grant
TOTAL	\$72,900.86	

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PEACE RIVER REGIONAL DISTRICT

Area E West Recipients	Amount	Project
Chetwynd & District Recreation Centre	\$2,500.00	Annual Halloween Event – A Ghoulish Affair
Chetwynd & District Rod and Gun Club	\$22,768.25	Landscaping, skeet range, new trap machine & targets, general maintenance
Chetwynd Electric Eels	\$7,637.50	Operation costs, pool rental fees, swim clinic
Chetwynd Gymkhana Club	\$5,387.50	Operational costs, insurance, bleachers
Chetwynd Social Planning Society	\$5,000.00	Circus North Camp
Foothills Team Roping Club	\$1,600.00	Hay transportation costs
Jackfish Community Association	\$13,550.50	Kitchen renovations, lighting and railing upgrades for hall
Little Giants Figure Skating Club	\$7,637.50	Operational costs, program expenses, carnival supplies, coaching certification
Little Prairie Heritage Society	\$6,281.25	General operating costs
Moberly Lake Community Association	\$6,707.50	Operational costs, renovations to crawlspace
Pine Valley Exhibition Park	\$16,417.50	Livestock pens and bucking chutes
Pine Valley Seniors Association	\$3,512.50	Insurance, new kitchen counters
Area E West Rural Bursary	\$1,000.00	Annual Grant (2 at \$500.00 each)
Youth Travel	\$2,000.00	Annual Grant
TOTAL	\$102,000.00	

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PEACE RIVER REGIONAL DISTRICT

South Peace Sub-Regional Recipients	Amount	Project
Bessborough Community Club	\$5,000.00	Operational costs, insurance
Cutbank Community Club	\$8,178.72	Operation costs
Dawson Creek Sportsman's Club	\$14,428.72	Indoor Range, Archery & shotgun facility improvements
Dawson Creek Youth Centre/The Ark	\$9,178.72	Operational costs, insurance
Doe River Gymkhana Club	\$5,829.55	Operational costs, arena groomer and generator
Doe River Recreation Commission	\$8,044.08	Operational costs, general maintenance and improvements on hall
Farmington Community Association	\$8,178.72	Improvements to hall – flooring, blinds, projector, bulletin boards/signs, gravel at Matthews Centennial Park
Groundbirch Recreation Commission	\$1,350.00	Insurance
Hats N Chaps Gymkhana	\$16,078.72	Sand and hauling expenses
Kiskatinaw Fall Fair	\$11,724.22	Operational costs, pens, fencing, office building
McLeod Recreation and Social Services Society	\$8,777.38	Operational costs and insurance
Rolla Ratepayers Association	\$10,491.22	Operational costs and security system
Sunset Prairie Recreation Commission	\$7,028.72	Operational costs, electrical improvements, purchase of tables and displays
Swan Lake Enhancement Society	\$825.00	Operational costs, annual tree program
Tomslake Community Cultural Association	\$6,928.72	Insurance and bathroom renovations
Tomslake Recreation Commission	\$12,828.72	Operational costs, maintenance, insurance
Tupper Community Club	\$10,678.72	Operational costs, gravel
Sub-Regional Rural Scholarship/Bursary	\$3,000.00	Annual Grant (2 at \$1,500.00 each)
Youth Travel	\$1,500.00	Annual Grant
TOTAL	\$150,049.93	

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Peace River Regional District REPORT

To: Rural Budgets Administration Committee

Date: February 22, 2017

From: Bryna Casey, Parks and Rural Recreation Coordinator

Subject: Dawson Creek Ski and Recreation Association – Grant Application

RECOMMENDATION(S):

That the Rural Budgets Administration Committee authorize a grant of up to \$72,200 to the Dawson Creek Ski and Recreation Association with 75% (\$54,150) of project budget being funded from Area 'D' Peace River Agreement Funds and 25% (\$18,050) of project budget being funded from Area 'E' Peace River Agreement Funds.

BACKGROUND/RATIONALE:

The Dawson Creek Ski and Recreation Association (DCRSA) provides the region with opportunities for downhill recreation at the Bear Mountain Ski Hill, just outside of Dawson Creek, BC. The Association requires the ability to make artificial snow to support its annual operations, as the location does not receive sufficient natural snowfall to support a full season of downhill skiing. Currently, the Association is doing so with equipment installed in 1985, which at the end of its life with water line breaks having occurred in the winter of 2015/16. The Association needs to replace 1,600 meters of water pipelines in the summer of 2017, and then hopes to expand the existing line to service a third ski trail and then to add a reservoir for water collection in future years.

The DCSRA applied for the Recreational Trails Grants-in-Aid in 2017, but was referred to the Rural Budgets Administration Committee as the organization was applying for funding for major capital infrastructure, which is an ineligible expense under that program. While the total request is \$83,030, staff recommend only funding the actual cost of \$72,200 without funding the contingency amount.

The submitted project budget shows that nearly \$254,400 will be funded through in-kind donations, and that there is still \$72,200 in trucking, rock guard, pipeline tape, drain rock, welding supplies, hydrants, electrical panels, wiring, seeding, and fuel that has yet to be funded.

The Regional District has supported the DCSRA in the past;

- In 2013, Area 'D' funded \$50,000 with Area 'E' funding \$25,000 for a total of \$75,000 contribution towards the purchase of a snow groomer.
- In 2011, Area 'D' funded \$50,000 with Area 'E' funding \$25,000 for a total of \$75,000 contribution towards replacing the ski tow.
- In 2009, a \$5500 loan was provided to the Association for payment of their insurance, which has since been paid back.
- In 2006, Area 'D' funded \$6,000 with Area 'E' funding \$2,000 for a total of \$8,000 contribution towards "5 year plan for capital expenditures."

OPTIONS:

1. The Regional Budgets Administration Committee could choose not to fund this project.

Staff Initials: *Casey*

Dept. Head: *N. Morgan* March 9, 2017

CAO: *Ch. Burk*

2. The Regional Budgets Administration Committee could choose to fund a portion of the costs, as determined by the Committee.

STRATEGIC PLAN RELEVANCE:

This initiative supports Strategic Objective 1.5; that “the PRRD is committed to working with Peace River Region residents to have continued access to facilities for recreational and cultural purposes.”

FINANCIAL CONSIDERATION(S):

None at this time.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

None at this time.

Attachments:

Confirmation of Donation – Triple J Pipelines and Coldak Contracting

Annual Society Budget

Proposed Project Budget

March 5, 2017

To whom it may concern;

labour

Triple J Pipelines and Coldak Contracting will donate equipment and operators to help with the excavating, backfill, welding and lowering in support for the new ski hill upgrade. We feel this project is easily attainable if we were provided with the following:

- Fuel costs-\$ 5600.00 (for 2 machines)
- Rock Guard for pipe protection- \$21,000.00 (1600m)
- 10 boxes of 1" pipeline tape- \$ 1000.00
- Trucking for 2 machines x 2 ways-\$2700.00

Total: \$30,300.00

Scott Greenlees

Project Manager

250-219-1625

March 9, 2017

City of Dawson Creek
\$0 contribution

**Dawson Creek Ski and Recreation Association
Financial Report - 2016-2017**

Revenue	2016-2017	01-May-16
	BUDGET	YEAR TO DATE ACTUAL
Bar Service	\$ 30,000.00	\$ -
Chalet Rental	\$ 4,000.00	\$ -
Concession Income	\$ 5,000.00	\$ -
Day Passes	\$ 35,000.00	\$ -
Donations and Grants	\$ 5,000.00	\$ -
Interest - Bank	\$ 20.00	\$ -
Pro Shop - Rentals, Lessons	\$ 15,000.00	\$ -
PST/SST - Vendor Comm/Refund	\$ 250.00	\$ -
Season Pass	\$ 35,000.00	\$ -
Total Revenue	\$ 129,270.00	\$ -
Expenses		
Accounting & Legal	\$ 180.00	\$ -
Advertising & Promotions	\$ 200.00	\$ -
Bank and Credit Card Charges	\$ 3,500.00	\$ -
Bar and Concession Supplies	\$ 15,000.00	\$ -
Benefits	\$ 3,400.00	\$ -
Bookkeeping	\$ 3,300.00	\$ -
Fees & Registration	\$ 2,000.00	\$ -
Freight	\$ 200.00	\$ -
Fuel - Diesel	\$ 4,000.00	\$ -
Garbage	\$ 1,200.00	\$ -
Hydro - Chalet	\$ 4,900.00	\$ -
Hydro - Lift	\$ 2,800.00	\$ -
Hydro - Snow Making	\$ 15,000.00	\$ -
Insurance	\$ 23,000.00	\$ -
Natural Gas	\$ 8,000.00	\$ -
Office Supplies	\$ 400.00	\$ -
Pro Shop Supplies	\$ 1,000.00	\$ -
R/M - Chalet	\$ 3,500.00	\$ -
R/M - Groomer	\$ 500.00	\$ -
R/M - Lift	\$ 5,000.00	\$ -
R/M - Sleds	\$ 1,000.00	\$ -
R/M - Snow Making	\$ 1,000.00	\$ -
Rent - Chalet	\$ 5,000.00	\$ -
Signage	\$ 300.00	\$ -
Telephone	\$ 500.00	\$ -
Tools	\$ -	\$ -
Wages	\$ 35,000.00	\$ -
Water	\$ 1,800.00	\$ -
Total Expenses	\$ 141,680.00	\$ -

BEAR MOUNTAIN WATER LINE REPLACEMENT									
4-2									
		DONATED BY	CONTACT	NOTES	Est. Total Cost	In-kind donation	Est, Cash Required		
LINE LOCATION				1600 METERS ELECTRICAL LINE	3000	3000			
HYDRO VAC		JOE LOOMIS TRUCKING	JOE LOOMIS	TRUCK FOR 5 DAYS	7500	7500			
TOW CAT				5 DAYS FOR 1 CAT	7500	7500			
EXCAVATORS,		TRIPLE J, COLDACK CONTR. PC OILFIELD, volunteer operators		1600 METERS-STRING PIPE, REMOVE OLD PIPE, PREP FOR WELD, LOWER, BACKFILL	140000	140000			
TRUCKING-EQUIP.		GOLDEN BEAR TRUCKING,	MIKE PARADOWSKI	4 PIECES BOTH WAYS	6400	3400	2700		
ROCK GUARD		TRIPLE J		1600 METERS	21000	0	21000		
PIPELINE TAPE				10 BOXES	1000		1000		
DRAIN ROCK				20 YARDS ROCK for hydrant drains	1500	0	1500		
LABOURERS		VOLUNTEERS		lay pipe, set hydrants, mark lines, wrap pipe, string,	18000	18000			



Peace River Regional District REPORT

To: Rural Budgets Administration Committee

Date: March 10, 2017

From: Jill Rickert, Community Services Coordinator, Community and Electoral Area Services

Subject: Grant Request - Bear Mountain Nordic Ski Association

RECOMMENDATION(S):

That the Rural Budgets Administration Committee approve the request from Bear Mountain Nordic Ski Association and authorize a grant of up to \$40,000 towards the replacement of repairs to six culverts and two bridges located on the North Bissette creek trails and Radar Lake area, that were damaged due to the June 2016 flood event in the South Peace.

BACKGROUND/RATIONALE:

The Association is applying to the Rural Budgets Administration Committee for financial assistance due to their application to Disaster Financial Assistance, a component of the Province of BC's Response and Recovery program, being denied. Their application was denied because the Association did not meet the legislated definition of a charitable or volunteer organization and therefore could not be funded.

Bear Mountain Nordic Ski Association appealed this decision but that appeal was denied. The Association was advised that because there was a partnership agreement in place with Recreation Sites and Trails of BC (RSTBC), it was determined it would be up to the Association to pursue funding through RSTBC as they were the agreement holder (REC5989, Bear Mountain Community Forest) for the property.

In collaboration with RSTBC, the Association has been working diligently to repair the property and make their ski trails safe and accessible again. A Repair Summary Report was completed by SNT Engineering outlining the damage to the area and repairs necessary to return to its pre-flood condition. The total cost to complete this project, as outlined in the engineer report is \$312,117. Contributions to date are listed below:

RSTBC	\$ 92,885.73
FLNRO	\$ 75,000.00 (in-kind - old steel bridge girders)
George Hauber	\$ 5,000.00 (in-kind - machine and operator time)
Bernard O'Reilly	\$ 3,000.00 (in-kind - labour, welding and cutting)
Murray Clarke	\$ 2,500.00 (in-kind - SNT Engineering Report)
Total:	\$178,385.73

It is important to note that Bear Mountain Nordic Ski Association has applied to NDIT for consideration of funding to support trail improvements that are not related to the damage caused by the flooding; as well they have been allocated a grant in the amount \$46,142.83 under the Recreational Trails Grants-in-Aid funding policy for phase 4 of the upgrades to their trail networks.

Staff Initials:

Dept. Head:

J. Morgan

CAO:

Ch. Birk

Page 1 of 2

J. Rickert

March 9, 2017

OPTIONS:

1. The Committee could decide not to support the grant request and provide no funding.
2. The Committee could advise staff with further direction on how to assist this organization.

STRATEGIC PLAN RELEVANCE:

The Strategic Plan supports this request as an Essential Regional Service,

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

FINANCIAL CONSIDERATION(S):

Funding, if supported, could be provided through Peace River Agreement Funds for Electoral Area D.

COMMUNICATIONS CONSIDERATION(S):

Staff will advise the applicant in writing of the Committee's decision.

OTHER CONSIDERATION(S):

Attachments: Grant Application and support documentation
DFA refusal letter
Email from RSTBC outlining financial contributions
SNT Summary of Repair Report

Rec'd Feb 15/2017

R-5



PEACE RIVER REGIONAL DISTRICT

GRANT REQUEST APPLICATION FORM

Society: **Bear Mountain Nordic Ski Association.** S-0045828 Date: **January 31, 2017**

Community Club or Group Name: **Bear Mountain Nordic Ski Association**

Mailing Address: **P.O. Box 21033**

City: **Dawson Creek, B. C.**

Postal Code: **P.O. Box 21033, Daw**

Civic Address:

Contact Person: **Pat O'Reilly**

Alternate Person: **Adam Langenmaier**

Tel: **250 219 6235**

Tel: **250 784 8227**

Fax: **N/A**

Fax: **N/A**

Email: **poreilly@pris.bc.ca**

Email: **AdamLangenmaier@hotmail.com**

CLUB EXECUTIVES

President: **Adam Langenmaier**

Vice President: **Pat O'Reilly**

Treasurer: **Jan Patterson**

PROJECT COSTS

Total Cost of Project:

Amount Requested: **\$40,000.00**

Describe the project for which your organization is requesting a grant. Include volunteer/in-kind work to be provided:

Replacement of six culverts and two bridges on the main watercourses in the ski trail system (mainly, the North Bissette and the drainage from Radar Lake). MLFRO is a partner with the BMN Ski Ass'n. North Slope Enterprises Ltd., George Hauber, Bernard O'Reilly, and Murray Clark have been significant donors to this project. To date, MLFRO has spent \$92,885.73 as described in Trevor Hann's information attached. We calculate that the steel girders donated by MLFRO are worth

ATTACHMENTS REQUIRED:

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

Signature of Applicant:

Date: **January 31, 2017**

For Office Use Only

Fair Share: B ☐ C ☐ D ☐ E ☐

PRA: B ☐ C ☐ D ☐ E ☐

BCR/PRA: B ☐ C ☐ D ☐ E ☐

Gas Tax: ☐

Other: ☐

diverse. vast. abundant.

PLEASE REPLY TO:

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

March 9, 2017

Replacement of six culverts and two bridges on the main watercourses in the ski trail system (mainly, the North Bissette and the drainage from Radar Lake). MLFRO is a partner with the BMN Ski Ass'n. North Slope Enterprises Ltd., George Hauber, Bernard O'Reilly, and Murray Clark have been significant donors to this project. To date, MLFRO has spent \$92,885.73 as described in Trevor Hann's information attached. We calculate that the steel girders donated by MLFRO are worth \$75,000.00 for the two bridges. North Slope Enterprises and BMNS Association have donated \$25,000.00 in organization and planning, supervision and machine and man time. George Hauber has donated \$5,000.00 in machine and operator time, Bernard O'Reilly donated \$3,000.00 in labour, welding and cutting, Murray Clarke donated \$2,500.00 doing a report on the assessment of damages and reparations.

This past fall we have purchased the culverts and moved them to the 6 install locations. We have garnered steel stringers for the 2 bridges, purchased, and moved to location, the rip rap and gravel required to install the culverts. This has been a huge task!

We have dismantled a 72 foot bridge which will give us the main steel stringers to fabricate the 2 bridges for the project. These are the stringers described in the engineers report submitted by Trevor Hann.

We are now at point where we require funds to install the culverts and the bridges. The culvert installs require man and machine time to complete. We have not purchased the aggregate and rock materials for the 2 bridge installs. We also require concrete lock blocks for the abutments, treated lumber materials and fasteners for cross ties, decking and railings for the bridges. Man and machine time will be required to do the installs and build new approaches and access to the new bridges.

Budget for materials, labour and machine time: (this does not include any costs already covered to date)

Budget for Culvert Install ~\$25K (summer 2017)

Contractor	Task	Cost (inc Tax)	Paid	Outstanding	\$ Totals
Excavator	Day 1, Excavator @ 202.86/hr x 10 hr				2,028.60
	Day 2, Excavator @ 202.86/hr x 10 hr			2,028.60	
	Day 3, Excavator @ 202.86/hr x 10 hr			2,028.60	
	Day 4, Excavator @ 202.86/hr x 10 hr			2,028.60	
	Day 5, Excavator @ 202.86/hr x 10 hr			2,028.60	
	Day 6, Excavator @ 202.86/hr x 10 hr			2,028.60	
	Day 7, Excavator @ 202.86/hr x 10 hr			2,028.60	
	Day 8, Excavator @ 202.86/hr x 10 hr			2,028.60	
	Day 9, Excavator @ 202.86/hr x 10 hr			2,028.60	
		18,257.40		18,257.40	
Project Manager	Day 1 of PM	700.00			

& Labourer	Day 1 of PM	700.00	
	Day 3 of PM	700.00	
	Day 4 of PM	700.00	
	Day 5 of PM	700.00	
	Day 6 of PM	700.00	
	Day 7 of PM	700.00	
	Day 8 of PM	700.00	
	Day 9 of PM	700.00	
		6,300.00	9,000.00
			27,257.40

This was our original preference. The engineers estimated that it would take \$96K to put in the heavy vehicle steel bridge's back in.

Budget for Bridge moving and fabrication ~\$96,000

Contractor	Task	Cost (inc Tax)	Paid	Outstanding	\$ Totals
	Move to Bear Mtn.	5,000.00			
	Move to location	4,000.00			
	fabrication	15,000.00			
	concreet lockblocks	4,000.00			
	Riprap - 100yds @ \$7/yd	700.00			
	Decking ???	64,000.00			
		95,904.00			

Affordable option:

We have looked at the above costs and decided that we need to look at something more reasonable. We just cannot afford to replace the bridges we had in place. Especially considering that Environment requires that we double the length of the bridges.

We have decided that we will downsize to foot bridge scale and groom the trail system on the South side of the creek with a snowmobile and small equipment instead of the snowcat groomer. The bridge that Trevor Hann (MLFRO) enclosed drawings of is only 35 feet. That will not meet Ministry of Environment requirements. They want minimum 60 foot spans. Since we have the 72 foot steel for the above described heavy vehicle bridges, we will downsize the design and put in two footbridges with 8 foot decks to accommodate the smaller grooming equipment foot horseback and bike travel.

The revised budget would be as follows:

Move to Bear Mountain	\$ 5,000.00
Move to location on North Bissette	\$ 4,000.00
Fabrication	\$ 8,000.00
Concrete lock blocks	\$ 4,000.00
Rip rap	\$ 500.00
Decking, cross ties, railing, fasteners	\$30,000.00
Trucking rock	\$ 3,000.00

Redesigning approaches	\$ 3,000.00
Removing 2 original 30 foot bridges	\$ 5000.00
Disposal of culverts, steel and lumber materials at landfill	\$ 2000.00
Transporting workers trailhead to install sites	\$ 2000.00

Total bridges	\$66,500.00
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Total culverts	\$24,557.40
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TOTAL Project	\$91,057.40
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Undertaking:

If we can get a grant of \$40,000.00 from PRRD we will raise the remainder of the funds to complete the project. Please keep in mind the significant work and money that various donours, the ski club and MLFRO have already put into the culvert and bridge project. As noted above, in addition to the \$92,855.73 that MLFRO has already spent, there is another \$110,500 that has been contributed to the project as noted above. In kind donations have been significant to date and will continue.

Bear Mountain Nordic Ski Association

**Board Meeting
Thursday, November 3, 2016**

MINUTES

- 1. Meeting called to order at 7:40 pm.**
 - a) All welcomed by Chris
 - b) President Chris Garwah moved to have Deb Humphries accepted to the executive committee as Secretary. Judy Christenson has stepped down.
 - I. Seconded by Jan Patterson
 - II. Approved by those present.
- 2. Additions/Adoption of Minutes**
 - a) Chris reviewed the minutes of the last meeting.
 - b) V.P. Pat O'Reilly put forward a motion to apply for grants.
- 3. Reports**
 - a) Treasurer's report
 - I. Jan reviewed report
 - II. Identified for signing authorities to be revised- Judy to be asked for a letter of resignation by Chris and be removed as signing authority. Letter regarding new signing authorities to be completed and presented to bank. New signing authorities to be Adam and Deb.
 - III. Lakeview Credit Union account also needs signature updates.
 - IV. Also need to ask for statements for LVCU account.
 - V. Jan reminded the board that funds are low at the moment- summer is an expensive time with trail maintenance and memberships renewals are just beginning. It has been an expensive time with trail maintenance and bridge repairs following water damage this summer.
 - VI. Insurance information is required prior to November 28, 2016. Pat will make necessary calls.
 - b) Facility report
 - I. Pat reported on state of trails.
 - II. Trails currently in bad shape due to excessive rains and difficulties in gaining access because continually hampered by weather.
 - III. Some trails likely will not be available for skiing this winter.

- IV. Some bridges in need of repair and are being reviewed by Forestry Department. There is a replacement bridge available but will need work to make it suitable for trails.
- V. Due to damage trails need regarding and landscaping. Flatter snow shoe trails have been cleaned up.
- VI. Culverts have been delivered.
- VII. Trevor offered seed 'in kind' to assist with this. Pat explained that it will need to be checked by Forestry department.
- VIII. Pat also stated that he would like the floor in the 24x14 shed to be cemented.
- IX. Pat moved that the Bear Mountain Nordic Ski Association apply for grant money. This was seconded by Adam and approved by those present.

Resolution: Bear Mountain Nordic Ski Association approves application to the following grant bodies:

NDIT

City of Dawson Creek

DCAA

Eco Action

Imagine Grant NH

PRRD

Investors Group

LVCU

c) Youth Program

- I. Chris reported on need for Youth Program to be continued. People who have completed the coaching course were identified. Trevor has completed it and Jessica ~~Jamieson~~ **Amonson**. Both are willing to help with the younger children's program. Others also thought to have taken the course-Jamie Maxwell, Alison Benke, Christa Harder.
- II. People interested in taking the coaching course: Jen, Cathy, James and Dirk.
- III. It was suggested that Tyler be encouraged to take the course and be brought on as Junior Coach.
- IV. Fees for taking the coaching course can be an eligible expense.
- V. Cathy also offered to assist with the younger student program.
- VI. Chris recommended that for coaching course, there are 2 options – to link up with Eliza in F.S.J. or to contact CCBC if there are 6 or more interested. Investor's Group should be approached to help with funding.

d) Mega Lottery Report

- I. Rob Jones reported on staffing of the sales in the Mall and reminded everyone that they need to turn up at the time they have agreed to. There have been times with other groups selling tickets where they have not been available.
- II. Tickets for \$2500.00 have been sold so far.
- III. The December schedule for the Mall is not yet available.

e) Everybody Moves City of Dawson Creek.

- I. Chante Patterson met with Chris and Adam to discuss ways The Bear Mountain Nordic Ski Association could be involved.
- II. Requested that participated in the city Fun Day –Jan 30, 2017.
 - a. Suggested that we offer 4 x 30minute ski lessons. The City may be able to provide awning and carpet for changing purposes. The Association would need to transport equipment to provide a groomed track. Adam and Cathy offer to spearhead this opportunity
 - b. Maintaining a trail system in Kin Park –this was not accepted. An alternative to consider might be that the City sets its own track and the Association offers short early Saturday morning lessons.
 - c. Offer a free program for people to try out X-country skiing. This could be during the first day of lessons. Or after January 30 2017. It provides exposure to the Everybody Moves Program and gives the Association free advertising from the City.

4. New Business

a) Grants:

- I. Dan will look into grants available from LVCU
- II. Cathy Clement will apply for Eco Action grant. Deadline for application –December 12 2016. Kaitlyn Trieble (grant writer with the City) was identified as being able to assist with putting together grant proposals.
- III. Imagine Grant NH – applied for \$5000.00. Decision date- November 21, 2016.

c) Membership Renewals

- I. Jen will look into 'Zone 4' as a way for people to complete membership online.
- II. She will consult with Linda regarding membership of the Association.

d) Fun Day

- I. Scheduled for Dec 10, 2016, 1:30 – 3:00pm.
- II. Chris will be available to help.
- III. This will require advertising and organizing.
- IV. Equipment from Stride and Glide will need to be available and marked.
- V. Judy and Deb Wolfe have organized food in the past.
- VI. Jen volunteered to do the advertising-
 - a. email club members
 - b. Contact local radio
 - c. Facebook Page- will need access from Dillon or Judy.
 - d. Advertise in community-library, schools, pool etc.

e) Google Account

bearmountainnordic@gmail.com

password: dawsoncreek1988

Chris advised that he will be stepping down as President. Adam Langenmaier has put his name forward as President. This will be voted on at the next meeting.

Chris thanked everyone for their support and reminded members that as board members we can spearhead programs.

Cathy stated an interest in creating ways for people to link up when they have spare time to ski. Facebook was suggested as a way to accomplish this and Cathy was encouraged to contact Judy for more information.

5. Meeting adjourned at 9:30pm.

6. Next meeting: December 1, 2016 at 7:30pm at Tiger Stationers.

ATTENDANCE

Jen Regner
Dan Strasky
Jim Johnson
Pat O'Reilly

Adam Langenmaier
Cathy Clement
Chris Garwah
Trevor O'Dwyer

Robert Jones
Jan Patterson
James McKechnie
Deb Humphries

From: Pat <poreilly@pris.bc.ca>
Sent: January-23-17 6:09 PM
To: Jill Rickert; Bryna Casey
Cc: Jan Patterson; Adam Langenmaier
Subject: Grant application of 2017

Importance: High

It seems that we have exhausted our appeals to DFA. They turned us down for funding relating to the repair of our two main bridges and the repairs to six culvert locations. The damage was as a result of the last June floods. We have done a great deal of preliminary work in this regard. In partnership with MLFRO we have completed stream studies, engineering studies and partial engineered drawings for the replacement bridges. The 6 culverts have been paid for by Trevor (\$16,000.00 plus trucking, fish culverts), I delivered them to the install sites. Trevor got a bridge that we can use parts of to make two bridges. Trevor is getting the engineering completed and we are disassembling the old bridge. Trevor is into the project already for \$100,000.00 for the above, for rock, gravel, hauling etc. However, there is still major work to do the installs of the culverts and bridges.

Is there an opportunity to apply for funding to cover these installs?

March 9, 2017



File: DFA-1617-01

Application #160628-F587-5132

July 8, 2016

Pat O'Reilly
Bear Mountain Nordic Ski Association
PO Box 21033
Dawson Creek BC V1G 4X8

Dear Pat O'Reilly:

**Re: Disaster Financial Assistance (DFA) Charitable / Volunteer Organization
DFAGEN 16/17 - June 15 to 17, 2016**

We are in receipt of your Application for Disaster Financial Assistance (DFA) under the Charitable / Volunteer Organization category, which you submitted as a result of damages to your organization's property at 13562 Radar Lake Road, Dawson Creek, BC on June 15-17, 2016.

The Compensation and Disaster Financial Assistance Regulation, Part 2, Section 8, defines "charitable or volunteer organization" as a not for profit charitable organization that

- (a) in the opinion of the minister, provides a benefit or service to the community at large,
- (b) has been in existence for at least 12 months, and
- (c) is registered under the Society Act;

To determine if an organization such as a church, community service club, or volunteer organization provides a benefit to the community at large, the province considers whether the organization contributes significantly to the fabric and sustainability of the community, and provides a basic or essential service in the interest of the community as a whole. The province also considers whether unrestricted public access is allowed for all members of the community.

Unfortunately, the Bear Mountain Nordic Ski Association does not meet the legislated definition of a charitable or volunteer organization and is therefore not eligible for DFA. While your association undoubtedly provides a benefit to the community, its main purpose is to provide a service to its fee paying members.

.../2

We regret that we cannot provide you with financial assistance and wish you well in your recovery efforts. Documentation on the appeal process is enclosed for your information.

Sincerely,



Maureen West
Recovery Officer, Recovery and Funding Programs

Enclosure: DFA appeal process information

pc: EMBC Regional Managers, North East Region

March 9, 2017

From: Hann, Trevor FLNR:EX <Trevor.Hann@gov.bc.ca>
Sent: January-31-17 4:07 PM
To: Jill Rickert
Cc: 'Pat'
Subject: RE: BEAR MTN COMMUNITY FOREST, REC5989
Attachments: SNT Repair Summary for Recreation Trails Rev 2.pdf; MOF-16-06 BEAR MOUNTAIN CULVERTS TYP DWG V5.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Attached is the engineers report.

Trevor Hann, RB Tech., BEOL

Recreation Officer, Peace - Fort Nelson

From: Hann, Trevor FLNR:EX
Sent: Tuesday, January 31, 2017 4:04 PM
To: 'Jill.Rickert@prrd.bc.ca'
Cc: 'Pat'
Subject: BEAR MTN COMMUNITY FOREST, REC5989

Good day Jill, thanks for taking the time to have a conversation about the Bear Mountain project.

The Bear Mountain Nordic Ski Club has been a long time, dedicated partner with Recreation Sites and Trials BC (RSTBC). They have developed an important community venue which received significant flood damage in June of 2016. Six culvert Locations and two bridges were compromised by the flood. I managed to scrape together some funding from our program to get materials in place and had hoped to have the culverts installed. The unusually wet fall hindered our progress and I was not able to get the culverts installed.

Before tax RSTBC has spent **\$92,885.73** to date. A breakdown is as follows:

REC5989, BEAR MTN COMMUNITY FOREST

Contractor	Task	Est. Cost	Est. \$	\$ Spent
Eco-Web	Fish Hab. Ass	4,672.08	4,672.08	\$4,449.60
Armtec	Culverts	15,610.60	15,610.60	\$14,033.52
SNT Eng.	Report and Cost Estimate	3,800.00		
	West Bissette Survey Design	4,300.00		\$7,422.00
	East Bissette Survey Design	4,300.00		\$3,217.50
	Portable Bridge Mod Details/ Dwgs	2,500.00		\$6,677.50
	Load Rating Analysis/ Struc Design*	3,000.00		
		<u>17,900.00</u>	17,900.00	<u>\$17,317.00</u>
Kakwa Vent.	Day 1-Recon	750.00		
	Day 2-site layout	750.00		
	Day 3- PM for Jan 3	750.00		
	Day 4- PM for Jan 4	750.00		\$4,715.28
	Day 5- PM for Jan 5	750.00		
	Day 6- PM for Jan 6	750.00		\$750.00
		<u>4,500.00</u>	4,500.00	<u>\$5,465.28</u>
George Hauber	Bridge disassembly & prep.	7,500.00		\$12,843.14
	22 hr of D8 time at \$242.87	5,343.14		\$4,914.44
		<u>12,843.14</u>	12,843.14	<u>\$17,757.58</u>
Borek Const.	Bridge trucking, Gravel trucking	2,570.40	2,570.40	\$5,769.00
SCS Serv.	Mob of RT9 from Surrey	975.00		
	Jan. 3 Mob ~ 5hr @ \$220	1,100.00		
	Jan. 4 Mooving Riprap @	4,000.00		
	Jan. 5 Mooving Riprap @	4,000.00		
	Jan. 6 Mooving Riprap @	4,000.00		
	Jan. 7 Demob ~ 5hr @ \$220	1,100.00		
		<u>1,100.00</u>		

March 9, 2017

		15,175.00	15,175.00	\$14,060.00
Reg Norman	Dec. Mob and Rock Prep.	2,186.28		
	Jan. 3 Mob ~ \$452.	452.81		\$2,082.17
	Jan. 4 Loading Rock	1,900.00		\$5,405.58
	Jan. 5 Loading Rock	1,900.00		\$910.00
	Jan. 6 Loading Rock	1,900.00		\$3,393.00
	Day 1, 40yds @ \$7/yd	280.00		\$2,243.00
	Day 2, 40yds @ \$7/yd	280.00		
	Day 3, 55yds @ \$7/yd	385.00		
		<u>9,284.09</u>	<u>9,284.09</u>	<u>\$14,033.75</u>

\$ Spent **Total \$ Spent**
82,555.31 **\$92,885.73**

I anticipate the following for summer 2017. This is one option where the PRRD could provide funding to help out the club.

Budget for Culvert Install ~\$28 (summer 2017)

Contractor	Task	Cost (inc Tax)	Paid	Outstanding	\$ Totals
Excavator	Day 1, Excavator @ 202.86/hr x 10 hr	2,028.60			
	Day 2, Excavator @ 202.86/hr x 10 hr	2,028.60			
	Day 3, Excavator @ 202.86/hr x 10 hr	2,028.60			
	Day 4, Excavator @ 202.86/hr x 10 hr	2,028.60			
	Day 5, Excavator @ 202.86/hr x 10 hr	2,028.60			
	Day 6, Excavator @ 202.86/hr x 10 hr	2,028.60			
	Day 7, Excavator @ 202.86/hr x 10 hr	2,028.60			
	Day 8, Excavator @ 202.86/hr x 10 hr	2,028.60			
	Day 9, Excavator @ 202.86/hr x 10 hr	2,028.60			
		<u>18,257.40</u>			18,257.40
Project Manager	Day 1 of PM	1000.00			
& Labourer	Day 1 of PM	1000.00			
	Day 3 of PM	1000.00			
	Day 4 of PM	1000.00			
	Day 5 of PM	1000.00			
	Day 6 of PM	1000.00			
	Day 7 of PM	1000.00			
	Day 8 of PM	1000.00			
	Day 9 of PM	1000.00			
		<u>9,000.00</u>			9,000.00
					<u>27,257.40</u>

The Bridges??

I estimate that it would take \$96K to put in the steel bridge's back in.

I think a Standard Foot Bridge (Drawings attached) would be a viable alternative. This would allow the passage of a snowmobile so the club could groom the loop south of the Bisette. I think the foot bridge could be installed for about \$15k and this is another option of where we could use PRRD funding.

Budget for Bridge moving and fabrication ~\$96,000

Contractor	Task	Cost (inc Tax)	Paid	Outstanding	\$ Totals
	Move to Bear Mtn.	5,000.00			
	Move to location	4,000.00			
	fabrication	15,000.00			
	concrete lockblocks	4,000.00			
	Riprap - 100yds @ \$7/yd	700.00			
	Decking ???	64,000.00			

March 9, 2017

35 Ton Rock Truck @ \$178/hr x 2 for 9hr

3,204.00

95,904.00

R-5

For your review is the foot bridge design and Fish Habitat Assessment, considering the file sizes I will send in subsequent emails with supporting documentation.

If you have questions or want to discuss further please don't hesitate to contact me.

Sincerely,

Trevor Hann, RB Tech., BEOL

Recreation Officer, Peace - Fort Nelson

9000-17th Street, Dawson Creek BC V1G 4A4

Phone: (250) 784-0178

Email: Trevor.Hann@gov.bc.ca

www.sitesandtrailsbc.ca

March 9, 2017

Bear Mountain Nordic Ski Association Repair Summary Report



Submitted by:

Les Thiessen, P.Eng.
SNT Engineering Ltd.
385 Baker Street
Nelson, BC, V1L 4H6



To:

Trevor Hann, RB Tech., BEOL
Recreation Officer – Peace/Fort Nelson Region
MFLNRO – Recreation Sites and Trails BC
Dawson Creek

October 13th, 2016

March 9, 2017

INTRODUCTION

This report summarizes the results of the field review with Bear Mountain Nordic Ski Association and Recreation Sites and Trails BC staff on September 11, 2016 of the damaged structures within the Bear Mountain Forest Community Recreation Site. An assessment of recommended repairs and replacement costs is presented in this report. The extreme flood event of June 14th-16th caused damage to eight structures of the Bear Mountain Nordic Ski Trails. This event was unique due to severe erosion on the creek banks, and deepening of the creek channel in areas. This has caused a change in hydrological conditions of certain areas, and in some cases causing the structures to no longer be suitable for the crossings. This report summary details the damage to the existing structures within the trail network, and suggests innovative solutions for the long term sustainability and user safety of the structures.

Due to the cost of mobilization of equipment to the remote site, no work has been completed to date and the structures continue to be closed off. A significant portion of the estimates presented is the cost of rip rap. It was assumed the more durable rock located at a remote site will be used at a delivered cost of \$200 / m³. Alternatively, the club could develop their own source on site of the local sandstone type of rock which is less durable but likely adequate for the culvert sites. A potential quarry site was identified during the Sept 11 field review.

ASSESSMENT OF ALTERNATIVE OPTIONS

The recovery of both the West Bissette (site 2) and the East Bissette (site 3) bridges involves reconstruction of the creek banks to suit the existing bridge spans that are too short. The deficient geometry is exasperated by the scouring of the creek to about 1200 mm lower than original. The East Bissette bridge is especially problematic as there is now a 3 m gap between the bridge end and the top of slope. Both bridge sites have been severely impacted by erosion. One proposed solution is to install retaining walls at both abutments, and place a significant amount of riprap to protect the bridge supports from erosion. The retaining walls will require detailed engineering, expensive materials including gravel and a labour intensive tie back system. The East Bissette bridge has poor alignment to the creek in its existing position, as the creek flows directly at the right bank supports. The flow will need to be trained to prevent further bank erosion at the cost of expensive rip rap. As shown in Table 2, for the bridge sites #2 and #3, the costs become excessive due to the significant effort and amount of materials required to shorten the channels in order to meet the existing bridge spans. Installing new bridges at alternate locations is likely a more cost effective and practical solution and will prevent the reoccurrence of similar damages.

The recovery of the culvert sites generally involves replacing the washed out and damaged existing culverts. The channels at the culvert inlets and outlets need to be protected with Class 100 riprap to prevent reoccurrence of similar damages. It is impractical to replace the culverts with another of the same size, as it will also be unable to sustain the high flows experienced in June 2016. Replacing the existing culverts with larger culverts will prevent the reoccurrence of similar damages in the future.

The total cost of the recovery of the existing culverts in the existing locations is estimated at **\$83,835** including contingency and engineering and supervision as shown in the attached cost estimate sheets. At the two

damaged bridge sites, from a feasibility and cost perspective, it is recommended to abandon the two bridge sites for a more practical sustainable location. The total cost of installation of new bridges is each estimated at **\$114,141** however these costs may be offset by existing available bridge materials. The concept proposed at each site is similar and therefore costs are similar. Again the usual practice of including contingency and engineering was also included. The following describes the specific work at each site.

SITE#1 WOLF TRAIL CULVERT

The two culverts should be removed and replaced with a 1000 mm diameter 14 m long pipe at 10 % grade. The increase in pipe size will allow the culvert to be effective for high flows reducing inlet losses. Also, replacing the two culverts with a single pipe will allow for less erosion between pipes. The 14m long pipe will allow for a minimum 6 m road width and bank slopes at 1.5:1. We recommend the inlet of the pipe to match the bottom of the channel. This will provide about 1 m of cover over the pipe. To prevent further erosion, the channel should be armoured on both sides near the culvert to train the flow in the pipe. Installing the pipe at 10% grade will result in the outlet to be about 600mm above the down stream channel. Additional rock should be placed at the outlet to form a spillway.

The Q100 flow was calculated using values observed in the field for average stream gradient, average high water width and depth. The required diameter for a culvert to meet calculated Q100 flows of 1.05 m³/s is 1000 mm. Accordingly, the culvert capacity is equivalent to the hydraulic capacity of the stream channel.

In addition to the culvert works, additional rip rap is recommended to protect the existing pile from high water that supports the bypass bridge.

SITE #2 WEST BISSETTE BRIDGE

The hydrology of the existing channel has changed as a result of flooding and erosion on the creek banks. The creek has deepened, therefore widening the creek banks and over steepening the banks for rip rap placement. All the previously placed rip rap has scoured away. The existing 9.5m bridge is not adequate to span this creek given the creek geometry and trail elevation.

Due to the difficulty of repairing the existing structure, the idea of building a replacement bridge was considered. Sections of channel upstream and downstream from the existing structure were assessed as potential alternative locations. The selected alternative location is 19 meters downstream featuring a narrower stable channel section; the creek is 2800 mm wide here, compared to the 3800 mm width at the existing location. This section of channel is also favourable due to the straighter creek alignment and stable gentle slopes.

A new bridge may be a cost effective solution if some bridge materials are readily available. The costs for a new timber deck and steel girders bridge are shown in the cost estimate tables. Relocating the crossing and installing a bridge would prevent the reoccurrence of similar damages.

SITE #3 EAST BISSETTE BRIDGE

The hydrology of the existing channel has changed as a result of flooding and erosion on the creek banks. The creek has deepened, therefore widening the creek banks and over steepening the banks for rip rap placement. The existing 9.1 m bridge is no longer appropriate for this crossing location without lengthening the span. There is now a 3 m void between the existing bridge and approach. The bank is free sloping to the creek edge. See photo sheets for geometry of slopes. The piles are reported to be about 5m in length with 3m+/- exposed

with no bracing which makes the existing piles unstable as a pier for adding a jump span. Furthermore, the existing bridge alignment relative to the creek flow is poor, as the creek flows directly to the right bank support. The costs of repairing this structure to its existing location and arrangement are high and would be very challenging given the nature of the exposed silty soils. Also, it would be difficult to ensure the safety of the existing structure against future flood events.

Due to the difficulty and high cost of repair, the innovative solution of relocating and installing a new bridge is recommended. Sections of the channel upstream and downstream from the existing structure were assessed as potential alternative locations for a new bridge. The selected location is upstream, where the channel is straighter, which would result in significantly improved alignment to the creek from the existing location. Some trail realignment would be required.

The costs for a new timber deck and steel girders bridge are shown in the cost estimate tables. Relocating the crossing and installing a bridge would prevent the reoccurrence of similar damages.

SITE #4 MARTEN CULVERT

This creek is the same drainage as Site #1 – Wolf Ck. A similar size diameter culvert is recommended at this crossing. However, since it is considered to be fish bearing, a pipe arch type culvert should be installed. The creek bed downstream was observed to be 1200 mm below the top of road grade. The natural creek gradient was recorded at 5% grade.

This crossing is considered to be fish-bearing. To ensure that the culvert will not act as a barrier to potential fish passage, two parameters need to be evaluated. The average velocity in the culvert must not exceed the maximum swimming burst speeds of the fish species. Also, a perched outlet must not be in exceedance of the maximum jump heights of the fish.

The maximum swim speeds for fish found in the Bissette Creek watershed are shown in the following table. The average velocity for the stream, at the existing gradient of 5%, is 1.07 m/s. Since no data for the minimum burst swim speed for most of the fish species was found, it will be assumed that 1.07 m/s is too high considering the suggested minimum swim speed for lake chub is only 0.30 m/s. Baffles will need to be installed to slow down the creek flow. Also culvert slope should not exceed 5% for any culvert with baffles, and 1% for culvert without baffles. For the 10 m long culvert, 3 baffles are required (every 3000 mm) with one at the outlet. This creek can experience low flows in the summer months therefore alternating notches in the baffles are recommended to accumulate the flow in one area for fish passage. Baffles are features that increase the surface roughness of the culvert, and therefore reduce the velocity. They also help fish passage by creating a series of pools with increased water depth.

Table 1 Swimming Speeds for Fish Species in Bissette Creek Watershed

Fish type	Max Swim Speed (m/s)	Min Swim Speed (m/s)	Max Burst Swim Speed (m/s)	Min Burst Swim Speed (m/s)
Longnose Dace		65.0		
White Sucker		45.0 (juvenile) 60.0 (adult)		
Lake Chub		30.0 (suggested, no data)		
Longnose Sucker		35.0 (juvenile) 60.0 (adult)	2.42	1.21
Northern Pikeminnow	1.15	1.00		
Redside Shiner				

<http://www.dfo-mpo.gc.ca/Library/333800.pdf>

The existing culvert should be removed and replaced with a 1000 mm x 1400 mm x 10 m long pipe arch culvert c/w fish baffles. This is formed from a 1200 mm dia round pipe. The Q100 flow was calculated using values observed in the field for average stream gradient, average high water width and depth. The required diameter for a culvert to meet calculated Q100 flows of 1.08 m³/s is 1000 mm. However, having baffles reduces the cross-sectional area of the culvert, therefore reducing its capacity to carry flows by 15-30%. Also, the minimum recommended size for culverts with baffles is an equivalent 1200 mm round pipe. Accordingly, the culvert capacity is equivalent to the hydraulic capacity of the stream channel.

This will be sufficient length if the culvert is installed perpendicular to the road alignment with minimum 300mm cover. To prevent further erosion, the channel should be armoured with riprap at both ends of the culvert. The spillway at the culvert outlet should be armoured with riprap for 2000 mm. Additional fill will be required to be imported to this site.

The new pipe arch culvert will be installed at a slope of 5% to match the existing channel bottom, and will not have a perched outlet. Therefore, this culvert will not pose a barrier for fish passage.

SITE #5 BISSETTE SINGLE SPAN CULVERT

This creek is the same drainage as Site #1 – Wolf Ck and Site #4 Marten Culvert. This crossing is also considered fish bearing therefore a similar size culvert is recommended at this crossing. The creek bed downstream was observed to be 1400 mm below the top of road grade. The natural creek gradient was recorded at 2% grade. The existing culvert was completely washed away at this location. The recommended replacement is a 1000 mm x 1400 mm pipe arch x 10 m long culvert. This will be sufficient length if the culvert is installed perpendicular to the road alignment with minimum 300 mm cover. To prevent further erosion, the channel should be armoured with riprap at both ends of the culvert. The culvert outlet should be armoured with riprap for 1000 mm to prevent undermining of the pipe. Additional fill will be required to be imported to this site.

The Q100 flow was calculated using values observed in the field for average stream gradient, average high water width and depth. The required diameter for a culvert to meet calculated Q100 flows of 1.04 m³/s is 1000 mm. However, as discussed previously the baffles reduce capacity there for the 1000x1400 pipe arch is recommended. Accordingly, the culvert capacity is equivalent to the hydraulic capacity of the stream channel.

For this crossing, the natural creek gradient was observed to be at 2% grade. The new culvert will be installed at a grade to match the existing channel bottom and will not have a perched outlet. Therefore, this culvert will not pose a barrier for fish passage.

SITE #6 BISSETTE TWO SPAN CULVERT

This creek is a small drainage located just east of Bissette Single Span culvert. The culvert should be removed and replaced with a 600 mm diameter pipe 10 m long. The increase in pipe length will reduce impacts of erosion. Also the installed culvert needs to be re-aligned better with the creek, so it flows away from the bridge supports. Install culvert to match existing creek grade at 4%. To prevent further erosion, the channel should be armoured with riprap at both ends of the culvert.

The Q100 flow was calculated using values observed in the field for average stream gradient, average high water width and depth. The required diameter for a culvert to meet the calculated Q100 flows of 0.33 m³/s is 600 mm. Accordingly, the culvert capacity is equivalent to the hydraulic capacity of the stream channel.

SITE #7 KIWANIS NORTH END CULVERT

The channel is surprising low relative to the road grade, 1800mm was measured from top of road to creek bed. The small diameter 300mm culvert should be removed and replaced with a 600 mm diameter 10 m long. The increase in pipe size will allow the culvert to be effective for high flows. To prevent further erosion, the outlet can be armoured with some rock as a splash guard.

The Q100 flow was calculated using values observed in the field for average stream gradient, average high water width and depth. The required diameter for a culvert to meet Q100 flows of 0.25 m³/s is 600 mm. Accordingly, the culvert capacity is equivalent to the hydraulic capacity of the stream channel.

SITE #8 LOG CABIN CULVERT

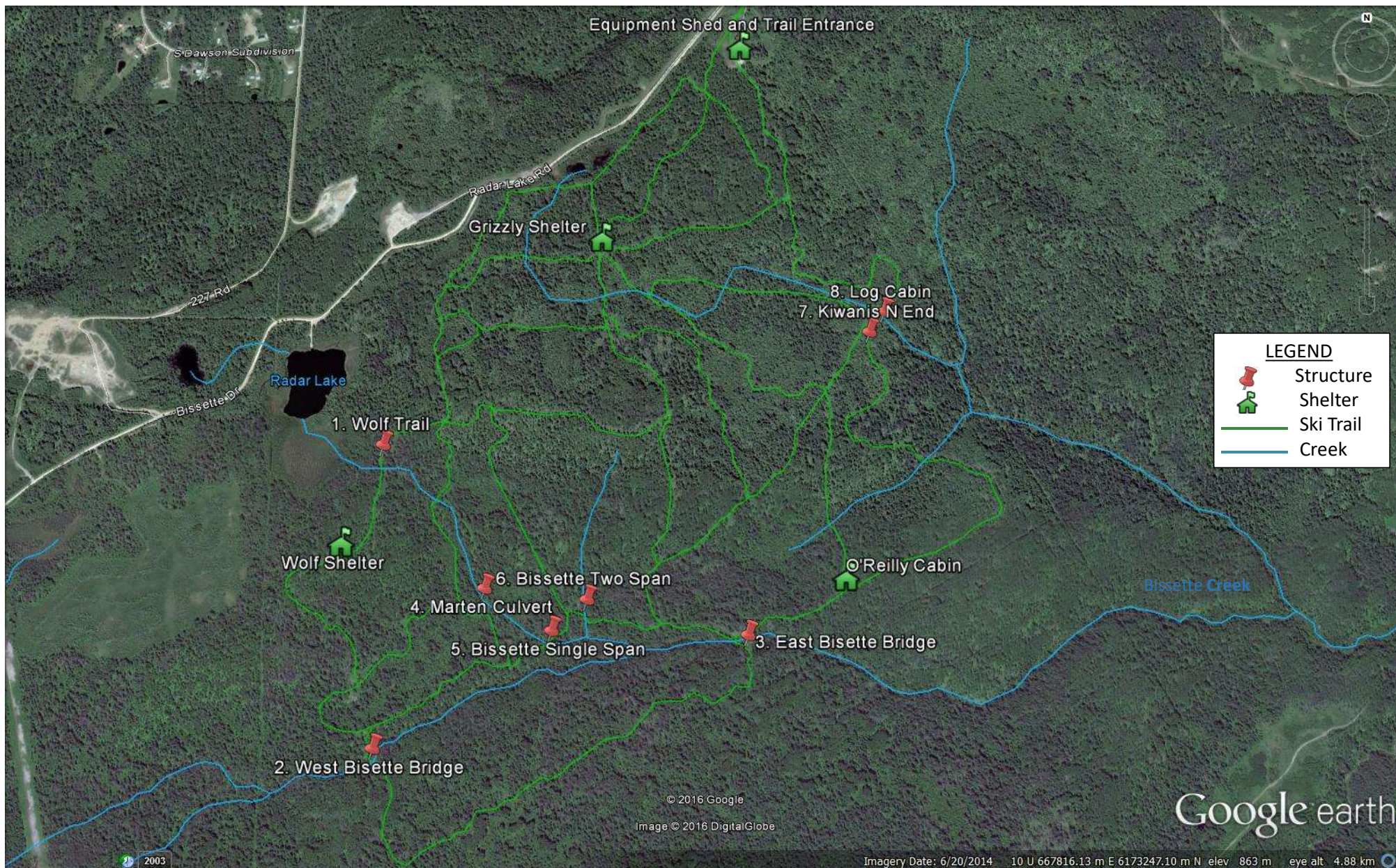
This site is unusual as there are two channels approaching the culvert that joins under the upstream bridge crossing. See photo sheets. The crossing has an existing 600mm diameter x 7700 long poly pipe which appears to be adequate capacity to accommodate the creek flow. However, there is an 1800 mm drop at the outlet. To protect culvert outlet from further erosion, riprap should be placed to form a spillway at slope of 3:1 for 6000 mm long down channel. In order to reduce the amount of rip rap required the outlet channel may be filled with large cobble pit run if available then apply geotextile and 1000 mm thick rip rap blanket on top.

The calculations for Q100 flows were carried out for this site. It was determined that the existing 600 mm diameter pipe meets the required size for the channel Q100 flows of 0.3 m³/s. The culvert capacity is equivalent to the hydraulic capacity of the stream channel.

Also, the ski trail bridge at the right bank (looking downstream) is in danger of erosion. Existing rock to protect the bridge approach has been eroded away. It is recommended to place rock near upstream side of abutment for 6m and 1m high. Previous reports suggested to excavate the toe of the moving slope up stream between the two channels. It is not recommended to disturb this slope as this may initiate more unintended movement.

Bear Mountain Nordic Ski Trails

Bridge Locations



1. Wolf Trail



Culvert inlet.

DS: Downstream
US: Upstream
RB: Right Bank
LB: Left Bank



US elevation.



Culvert outlet.

2. West Bissette Bridge



DS elevation.



US elevation and typical channel.



LB approach.

2. West Bissette Bridge



RB abutment, bank erosion.



LB abutment, bank erosion.



Scour.

2. West Bissette Bridge



DS view. Not previously placed geotextile in channel.



Typical bearing. Glulam girders extend past cap 750mm +/-



Pile and post arrangement. Weld post to cap.

3. East Bissette Bridge



DS elevation. Hanging crib wall.



US elevation. RB piles exposed.



RB scour.

3. East Bissette Bridge



RB approach, ditch along road contributing to instability of abutment.



Stream outlet at ditch RBUS.



RB exposed piles and hanging wall.

3. East Bissette Bridge



LB abutment. Minimal damage however rip rap scoured away - geotextile exposed.



Geotextile cloth in US channel from previous rip rap placement work. Falling RBUS crib wall.

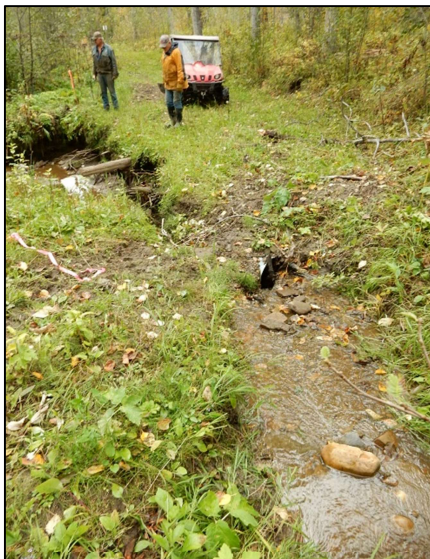


Debris in channel.

4. Marten Culvert



RB approach. Culvert washed out.



US elevation. Culvert inlet plugged.



Culvert outlet.

5. Bissette Single Span



DS elevation.



DS channel. Culvert completely washed out.



DS view.

6. Bissette Two Span



US elevation. Culvert inlet.
Culvert installed too short.



Culvert outlet. Flow
directed to piers of DS
bridge.



Culvert outlet.

7. Kiwanis North End



US view - low flow site
grassy US channel.



Culvert outlet.



DS channel brushed in.

8. Log Cabin



US elevation.

DS: Downstream
US: Upstream
RB: Right Bank
LB: Left Bank



Culvert outlet. Plunge pool
scoured.



Culvert outlet.

8. Log Cabin



Culvert inlet.



RBUS scour.



RBUS scour. Existing
scoured bank, placed rock
at RBUS.



·Civil
·Structural
·Geotechnical

COST ESTIMATE WORKSHEET

SNT PROJECT: SNTG-Dawson Ski	CLIENT: City of Dawson Creek/Bear Mountain Nordic
DATE: October 13, 2016	SITE: Bear Mountain Ski Trails
REVIEWED BY: Les Thiessen, P.Eng.	STRUCTURE: Culvert Sites
ESTIMATED BY: Teresa Cutler	WORK SCOPE: Flood repairs - 6 sites
	BRIDGE LENGTH N/A m
	BRIDGE WIDTH: N/A m
	Rev 1

No.	Item Description	Unit	Quantity	Unit Cost	Cost
	Mobilization & Demobilization (all sites)				
1	Mob/Demob Equipment and Crew (5%)	L.S.	1	\$2,900	\$2,900
2	Transportation of Materials	L.S.	1	\$2,500	\$2,500
	Site #1 Wolf				
3	New 1000 mm Ø culvert	m	14	\$250	\$3,500
4	Riprap including training	m3	16	\$200	\$3,200
5	Culvert gravel bedding	m3	8	\$50	\$400
6	Geotextile cloth	L.S.	1	\$200	\$200
7	Excavator	hrs	10	\$200	\$2,000
8	Labour	hrs	20	\$50	\$1,000
9	Removal and Disposal of Existing Structures	L.S.	1	\$1,000	\$1,000
	SUBTOTAL SITE #1				\$11,300
	Site #4 Marten				
10	New 1000 x1400 pipe arch culvert 10 m long	m	10	\$300	\$3,000
11	Coupler 1200 mm	ea.	1	\$200	\$200
12	Baffles	m	3	\$500	\$1,500
13	Riprap including spillway	m3	16	\$200	\$3,200
14	Culvert gravel bedding and fill	m3	16	\$50	\$800
15	Geotextile cloth	L.S.	1	\$200	\$200
16	Excavator	hrs	10	\$200	\$2,000
17	Labour	hrs	20	\$50	\$1,000
18	Removal and Disposal of Existing Structures	L.S.	1	\$1,000	\$1,000
	SUBTOTAL SITE #4				\$12,900
	Site #5 Bissette Single				
19	long	m	10	\$300	\$3,000
20	Coupler 1200 mm	ea.	1	\$200	\$200
21	Baffles	m	3	\$500	\$1,500
22	Riprap	m3	16	\$200	\$3,200
23	Culvert gravel bedding and fill	m3	24	\$50	\$1,200

24	Geotextile cloth	L.S.	1	\$200	\$200
25	Excavator	hrs	10	\$200	\$2,000
26	Labour	hrs	20	\$50	\$1,000
27	Removal and Disposal of Existing Structures	L.S.	1	\$1,000	\$1,000
SUBTOTAL SITE #5					\$13,300
Site #6 Bisette Two					
28	New 600 mm Ø culvert realigned	m	10	\$150	\$1,500
29	Riprap including some training downstream	m3	16	\$200	\$3,200
30	Excavator	hrs	4	\$200	\$800
31	Labour	hrs	10	\$50	\$500
32	Removal and Disposal of Existing Structures	L.S.	1	\$400	\$400
SUBTOTAL SITE #6					\$6,400
Site #7 Kiwanis N End					
33	New 600 mm Ø culvert	m	10	\$150	\$1,500
34	Riprap	m3	5	\$200	\$1,000
35	Excavator	hrs	4	\$200	\$800
36	Labour	hrs	10	\$50	\$500
37	Removal and Disposal of Existing Structures	L.S.	1	\$400	\$400
SUBTOTAL SITE #7					\$4,200
Site #8 Log Cabin					
38	Riprap including training upstream	m3	24	\$200	\$4,800
39	Pit Run Gravel	m3	8	\$50	\$400
40	Geotextile cloth	L.S.	1	\$400	\$400
41	Excavator	hrs	10	\$200	\$2,000
42	Labour	hrs	20	\$50	\$1,000
SUBTOTAL SITE #8					\$8,600
Sub-Total					\$62,100
43	Contingencies (20%)				\$12,420
44	Engineering and Supervision (15%)				\$9,315
Total Project Cost					\$83,835
Notes:					
File location:	Google Drive\Civil Project\Civil Project Active\SNTG-Dawson Ski\A - Bear Mountain Nordic Ski Bridges\Report\Cost Estimates				



·Civil
·Structural
·Geotechnical

COST ESTIMATE WORKSHEET

SNT PROJECT: SNTG-Dawson Ski	CLIENT: City of Dawson Creek/Bear Mountain Nordic
DATE: October 13, 2016	SITE: Bear Mountain Ski Trails
REVIEWED BY:	STRUCTURE: Site #2
ESTIMATED BY: Les Thiessen, P.Eng.	WORK SCOPE: W. Bissette Bridge Replacement
	BRIDGE LENGTH N/A m
	BRIDGE WIDTH: N/A m

No.	Item Description	Unit	Quantity	Unit Cost	Cost
	Mobilization & Demobilization				
1	Mob and Demob Crew (5%)	L.S.	1	\$4,181	\$4,181
2	Transportation of Materials	L.S.	1	\$2,000	\$2,000
	Equipment and Labour				
3	Excavator (2 machines)	days	4	\$3,600	\$14,400
4	Labour	hrs	60	\$50	\$3,000
	Bridge Materials - Site #2 W Bissette				
5	Steel Girder	l.m.	18.3	\$2,000	\$36,600
6	Anchors/Bearing Timbers	L.S.	1	\$1,500	\$1,500
7	Treated Timber Deck, Ties, Curbs, Posts	bdft.	6000	\$1.30	\$7,800
8	Guidelogs	ea.	4	\$250	\$1,000
9	Delineators	ea.	4	\$100	\$400
10	Flat top Lock Blocks	ea.	8	\$200	\$1,600
11	Treated Ballast Timbers	ea.	8	\$100	\$800
12	Gravel footing and levelling Base	m3	16	\$70	\$1,120
13	Riprap bridge abutments*	m3	50	\$200	\$10,000
15	Geotextile cloth	L.S.	1	\$400	\$400
16	Removal and Disposal of Existing Structures	L.S.	1	\$3,000	\$3,000
	Sub-Total				\$87,801
	Contingencies (20%)				\$17,560
17	Engineering and Supervision (10%)				\$8,780
	Total Project Cost				\$114,141

Notes: * with the long steel span abutment placed well back from bank, quantity of rip rap may be reduced.

File location: [Google Drive\Civil Project\Civil Project Active\SNTG-Dawson Ski\A - Bear Mountain Nordic Ski Bridges\Report\Cost Estimates](#)



·Civil
·Structural
·Geotechnical

COST ESTIMATE WORKSHEET

SNT PROJECT: SNTG-Dawson Ski		CLIENT: City of Dawson Creek/Bear Mountain Nordic			
DATE: October 13, 2016		SITE: Bear Mountain Ski Trails			
		STRUCTURE: Site #3			
REVIEWED BY:		WORK SCOPE: E. Bissette Bridge Replacement			
ESTIMATED BY: Les Thiessen, P.Eng.		BRIDGE LENGTH N/A m			
		BRIDGE WIDTH: N/A m			
				Rev 0	
No.	Item Description	Unit	Quantity	Unit Cost	Cost
	Mobilization & Demobilization				
1	Mob and Demob Crew (5%)	L.S.	1	\$4,181	\$4,181
2	Transportation of Materials	L.S.	1	\$2,000	\$2,000
	Equipment and Labour				
3	Excavator (2 machines)	days	4	\$3,600	\$14,400
4	Labour	hrs	60	\$50	\$3,000
	Bridge Materials - Site #3 E Bissette				
5	Steel Girder	l.m.	18.3	\$2,000	\$36,600
6	Anchors/Bearing Timbers	L.S.	1	\$1,500	\$1,500
7	Treated Timber Deck, Ties, Curbs, Posts	bdft.	6000	\$1.30	\$7,800
8	Guidelogs	ea.	4	\$250	\$1,000
9	Delineators	ea.	4	\$100	\$400
10	Flat top Lock Blocks	ea.	8	\$200	\$1,600
11	Treated Ballast Timbers	ea.	8	\$100	\$800
12	Gravel footing and levelling Base	m3	16	\$70	\$1,120
13	Riprap bridge abutments*	m3	50	\$200	\$10,000
15	Geotextile cloth	L.S.	1	\$400	\$400
16	Removal and Disposal of Existing Structures	L.S.	1	\$3,000	\$3,000
	Sub-Total				\$87,801
17	Contingencies (20%)				\$17,560
	Engineering and Supervision (10%)				\$8,780
	Total Project Cost				\$114,141
Notes:	* with the long steel span abutment placed well back from bank, quantity of rip rap may be reduced. Does not include any bank training work upstream LB of bridge.				
File location:	Google Drive\Civil Project\Civil Project Active\SNTG-Dawson Ski\A - Bear Mountain Nordic Ski Bridges\Report\Cost Estimates				



Peace River Regional District REPORT

To: Rural Budgets Administration Committee

Date: March 11, 2017

From: Jill Rickert, Community Service Coordinator, Community and Electoral Area Services

Subject: Youth Travel Request – U18 Boys, Girls and Mixed Doubles Alberta Curling Provincials

RECOMMENDATION(S):

That the Rural Budgets Administration Committee approve the requests for youth travel as per the following recommendations:

1. authorize a grant of up to \$250 for the U18 Boys Team Tremblay to assist with travel costs to attend the U18 Alberta Provincials that were held in Leduc, March 2 – 5, 2017;
2. authorize a grant of up to \$500 for the U18 Girls Team Boorse to assist with travel costs to attend the U18 Alberta Provincials that were held in Leduc, March 2 – 5, 2017; and
3. authorize a grant of up to \$250 for Team Laurence/Smith to assist with travel costs to attend the Alberta Mixed Doubles Provincial Championships that were held in Camrose, February 17-20, 2017.

BACKGROUND/RATIONALE:

The U-18 Alberta Provincial Tournament includes 12 teams from across Alberta and Northeastern BC – 6 boys' and 6 girls' teams. There are 4 teams from the Northern Alberta Curling Association, 4 teams from the Southern Alberta Curling Association and 4 teams from the Peace Curling Association (PCA). Both Team Tremblay (boys) and Team Boorse play as members of the PCA.

Team Tremblay has one player who is a rural resident. Team Boorse has one player and one coach who reside in the rural area. Verification of rural members on the teams have been confirmed with one member of each team he addresses of each player has been confirmed. This information can be provided to the Committee upon request. Please note that Team Tremblay was supported for this event in 2016 in the amount and received a Youth Travel Grant in the amount of \$1,000.

Team Laurence/Smith is a mixed doubles curling team who qualified in early January for the Alberta Mixed Doubles Provincial Championships. There will be 32 teams competing from the Alberta Curling Federation competing at this event on February 17 to 20, 2017 in Camrose, Alberta. One member of the team along with the coach reside in the rural area. Verification of rural members on the teams have been confirmed with one member of each team he addresses of each player has been confirmed. This information can be provided to the Committee upon request.

It should be noted that all bonspiels have already take place before the request could be brought forward to RBAC; however, the Committee has previously approved funding "post event" in the past. This request does meet the criteria set out in the Youth Travel Policy.

Staff Initials:

Dept. Head:

CAO:

Page 1 of 2

J. Rickert

J. Morgan

Ch. Birk

OPTIONS:

1. The Committee could determine to provide smaller grants to the two U18 Boys and Girls teams due to the number of rural residents who are players.
2. The Committee could determine not to fund this request and provide no support to the Team Laurence/Smith as the request was only submitted 3 days prior to the event.
3. The Committee could determine not to fund any of these requests at this time and provide no support.

STRATEGIC PLAN RELEVANCE:

None

FINANCIAL CONSIDERATION(S):

- If supported, funding would be provided from Youth Travel Area B. A budget amount of \$1,500 is proposed for Electoral Area B Recreation and Cultural Grants-in-Aid, Youth Travel as per the 2017 Financial Plan to be ratified in March 2017.
- All funding will be made payable to the curling association for which the rural residents play, which is the Fort St. John Curling Club, as per the policy.

COMMUNICATIONS CONSIDERATION(S):

The applicants will be notified in writing as per the Committee's decision.

OTHER CONSIDERATION(S):

Attachments: Letters of Request, Youth Travel Policy

SS#2 Site 12 Comp 47
Fort St. John, BC V1J 4M7
Phone: 250-793-5312
February 10, 2017

Team Tremblay is a juvenile (U-18) boys's competitive curling team. In early February they qualified for Alberta U-18 Provincials. Layton, Samuel and Kolten curl out of the Fort St. John Curling Club and Murray curls out of the Dawson Creek Curling Club. Their coach is Toni Either from ~~XXXXXXXXXXXXXXXXXXXX~~

The U-18 Alberta Provincial Tournament includes 12 teams from across Alberta and Northeastern BC – 6 boys' and 6 girls' teams. There are 4 teams from the Northern Alberta Curling Association, 4 teams from the Southern Alberta Curling Association and 4 teams from the Peace Curling Association (PCA). That is a total of 48 players and 12 coaches. Team Tremblay was the Peace Curling Association (PCA) Boys' B qualifier. They competed in Falher and finished with a record of 2 wins and 1 loss. U-18 Alberta Provincials will be held in Leduc, March 2 – 5, 2017.

On behalf of Team Tremblay, I respectfully request that you consider making a contribution towards the team's travel expenses (**fuel & accommodation**) to the U-18 Provincial Championships. The team would truly appreciate donations of any amount.

Please contact Leona Smith at 250-793-5312 or leonasmith789@gmail.com if you have any questions or would like additional information. If you do wish to help sponsor the team, cheques can be made payable to Leona Smith. Receipts will be provided on request.

Thank you very much for your consideration on behalf of the Team Tremblay U-18 Boyss' curling team.

Layton, Megan, Chelsey & Kolten
Team Tremblay U-18 Boys' Curling Team



March 9, 2017

Team Boorse U-18 Girls' Curling Team

SS#2 Site 12 Comp 47
Fort St. John, BC V1J 4M7
Phone: 250-793-5312
February 10, 2017

Dear Rural Budgets Administration Committee:

Team Boorse is a juvenile (U-18) girl's competitive curling team. In early February they qualified for Alberta U-18 Provincials. Megan curls out of the Fort St. John Curling Club, Chelsey curls out of the Fairview curling club and Mikayla and Claire curl out of the St. Albert Curling Club. They will be coached by Evan Asmusser. XXXXXXXX

The U-18 Alberta Provincial Tournament includes 12 teams from across Alberta and Northeastern BC – 6 boys' and 6 girls' teams. There are 4 teams from the Northern Alberta Curling Association, 4 teams from the Southern Alberta Curling Association and 4 teams from the Peace Curling Association (PCA). That is a total of 48 players and 12 coaches. Team Boorse was the Peace Curling Association (PCA) Girls' B qualifier. U-18 Alberta Provincials will be held in Leduc, March 2 – 5, 2017.

XX

On behalf of Team Boorse, I respectfully request that you consider making a contribution towards the team's travel expenses (fuel & accommodation) to the U-18 Provincial Championships. The team would truly appreciate donations of any amount.

Please contact Leona Smith at 250-793-5312 or leonasmith789@gmail.com if you have any questions or would like additional information. If you do wish to help sponsor the team, cheques can be made payable to Leona Smith. Receipts will be provided on request.

Thank you very much for your consideration on behalf of the Team Boorse U-18 Girls' curling team.

Megan, Chelsey, Mikayla & Claire
Team Boorse U-18 Girls' Curling Team



March 9, 2017

Team Laurence/Smith Mixed Doubles Curling Team

SS#2 Site 12 Comp 47
Fort St. John, BC V1J 4M7
Phone: 250-793-5312
February 10, 2017

Dear Rural Budgets Administration Committee:

Team Laurence/Smith is a mixed doubles curling team. In early January, they entered for Alberta Mixed Doubles Provincials. Murray curls out of the Dawson Creek Curling Club and Megan curls out of the Fort St. John Curling Club.

There will be 32 teams competing from the Alberta Curling Federation on February 17 to 20, 2017 in Camrose, Alberta.

XX
XX
XXX

On behalf of Team Laurence/Smith, I respectfully request that you consider making a contribution towards the team's travel expenses (**fuel & accommodation**) to the Alberta Mixed Doubles Provincial Championships. The team would truly appreciate donations of any amount.

Please contact Leona Smith at 250-793-5312 or leonasmith789@gmail.com if you have any questions or would like additional information. If you do wish to help sponsor the team, cheques can be made payable to Leona Smith. Receipts will be provided on request.

Thank you very much for your consideration on behalf of the Team Laurence/Smith curling team.
Murray & Megan

Team Laurence/Smith Mixed Doubles Curling Team



PEACE RIVER REGIONAL DISTRICT

Recreation and Cultural Grants-in-Aid

Schedule “E” – Youth Travel

1) Eligibility

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

2) Application

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

3) Funding Requirements

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

4) Reporting

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



Peace River Regional District REPORT

To: Rural Budgets Administration Committee

Date: March 11, 2017

From: Jill Rickert, Community Service Coordinator, Community and Electoral Area Services

Subject: Youth Travel Request - Chetwynd and District PeeWee Hockey Provincials

RECOMMENDATION(S):

That the Rural Budgets Administration Committee approved the travel request from the Chetwynd and District Minor Hockey Association and provide a grant of up to \$500 to assist the Chetwynd Lonestar Pee Wee Giants Hockey Team with travel costs to attend the BC Hockey Provincials from March 19-23, 2017 in Fernie, BC.

BACKGROUND/RATIONALE:

The PeeWee Hockey team is comprised of local youth ages 11-12 years old, who will represent the District of Chetwynd as part of the Peace River Regional District at the upcoming provincial championships. This team plays in the Tier 4 for Pee Wee Minor Hockey, which is determined by the size of the membership of each local minor hockey association.

In preparation for the provincial championships, our athletes have dedicated their hockey season to a full schedule of practices, exhibition & league games, and tournaments. Under the instruction of BC Hockey certified coaches, the players are developing the physical & mental skills required to excel in hockey as well as strengthening life skills and improving their fitness/wellness.

This request meets the eligibility under the Recreational and Cultural Grants-in-Aid, Youth Travel Grant policy. All rural players and coaches have been verified. A list can be provided to the Committee upon request.

OPTIONS:

The Committee could determine not to approve this request and provide no funding.

STRATEGIC PLAN RELEVANCE: None

FINANCIAL CONSIDERATION(S):

- If supported, funding would be provided from Youth Travel Area E. A budget amount of \$2,000 is proposed for Electoral Area E Recreation and Cultural Grants-in-Aid, Youth Travel as per the 2017 Financial Plan to be ratified in March 2017. To date \$750.00 has been allocated from Area E Youth Travel.
- All funding will be made payable to the Chetwynd and District Minor Hockey Associations, as per the policy.

COMMUNICATIONS CONSIDERATION(S):

A letter will be sent to the applicant as per the Committee's decision.

OTHER CONSIDERATION(S): Attachments: Request Letter and Youth Travel Policy.

Staff Initials:

Jill Rickert

Dept. Head:

March 9, 2017

CAO:

Ch. Birk

Page 1 of 1



**CHETWYND & DISTRICT
MINOR HOCKEY ASSOCIATION**
BOX 911 CHETWYND, BC V0C1J0



*PROMOTE A POSITIVE HOCKEY EXPERIENCE WHILE ENCOURAGING ALL PLAYERS TO MEET
THEIR INDIVIDUAL
GOALS AND DEVELOP SPORTSMANSHIP, TEAM WORK AND RESPECT*

February 28th, 2017

Attn: Peace River Regional District

Re: Provincial Championships Team Funding Assistance

We are pleased to inform you that the Chetwynd Lonestar Pee Wee Giants Hockey Team has qualified for the 2016/2017 BC Hockey Provincial Championships to be held in *Fernie B.C* on *March 18th to 23rd*.

The Peewee Hockey team is comprised of local youth ages 11-12 years old, who will represent the District of Chetwynd and the Chetwynd & District Minor Hockey Association at the upcoming provincial championships.

In preparation for the provincial championships, our athletes have dedicated their hockey season to a full schedule of practices, exhibition & league games, and tournaments. Under the instruction of BC Hockey certified coaches, the players are developing the physical & mental skills required to excel in hockey as well as strengthening life skills and improving their fitness/wellness.

In the spirit of community service, the team collected food items for the Chetwynd Community Christmas Hampers during the holiday season.

In our effort to send our hockey team to the championships we have been hosting fundraisers within our community. We are hoping that your business would be willing to contribute to further the success of our fundraising efforts. Any funding of this nature would be greatly

March 9, 2017

appreciated by the hockey players. All sponsors will be recognized in the Coffee Talk and on our Provincials Facebook page.

Funds can be made payable to Chetwynd Lonestar Pee Wee Giants and directed to Juanita Deck at the address below on behalf of the hockey team.

Juanita Deck
PO Box 2655
Chetwynd, B.C.
V0C 1J0
250-401-8483

We thank you for your consideration.

Sincerely,

Chetwynd Lonestar Pee Wee Giants

March 9, 2017



PEACE RIVER REGIONAL DISTRICT

Recreation and Cultural Grants-in-Aid

Schedule “E” – Youth Travel

1) Eligibility

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

2) Application

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

3) Funding Requirements

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

4) Reporting

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



Peace River Regional District REPORT

To: Rural Budgets Administration Committee

Date: March 9, 2017

From: Jill Rickert, Community Services Coordinator, Community and Electoral Area Services

Subject: Youth Travel Request - Ron Pettigrew Senior Basketball Team

RECOMMENDATION(S): That the Rural Budgets Administration Committee approve a Youth Travel grant of up to \$500.00 for the Ron Pettigrew Senior Boys Basketball team, to support the travels costs associated with attending the Provincial Championships in Langley, BC from March 7-11, 2017.

BACKGROUND/RATIONALE: This team of players has qualified for the second year in a row, to represent their school at the Provincial Championships for Senior Basketball. The boy's team is currently ranked number one in BC and are the reigning Provincial Champions hoping to bring home the trophy again this year. The team and its coaches are excited to be able to represent the Peace Region at this event.

There are 7 players, 2 coaches and 1 athletic director that will be heading to Langley. Funds, if granted will help with fuel and transportation costs. In total there are 3 members who are residents in the rural area, 1 player and 2 coaches. This request meets the eligibility criteria of the Youth Travel Policy.

Please note, that the request was submitted on February 7, 2017 (pending qualifying Zone tournament) and again on February 21, 2017 once the team qualified. The timing of the Provincial Championship was in advance of the March 2017 RBAC and therefore the request for support could not be done prior to the event.

OPTIONS:

1. The Committee could decide to support a smaller grant in the amount of \$250.00 considering the number of players who reside in the rural area.
2. The Committee could decide not to support this request and provide no funding.

STRATEGIC PLAN RELEVANCE: None

FINANCIAL CONSIDERATION(S): A budget of \$1,500 is proposed for the Sub Regional Recreational and Cultural Grants-in-Aid, Youth Travel as per the 2017 Financial Plan to be ratified in March 2017. If funding is approved the cheque will be made payable to the school.

COMMUNICATIONS CONSIDERATION(S): The applicant will be notified in writing of the Committee's decision.

OTHER CONSIDERATION(S):

Attachments: Letter of Request (February 7 and 21, 2017), Youth Travel Policy.

Staff Initials:

Dept. Head:

J. Morgan
March 9, 2017

CAO:

Ch. Birk

Page 1 of 1

J. Rickert



Date: Feb 07, 2017

Shirley Larson
 Ron Pettigrew Christian School
 1761 110 Ave Dawson Creek, BC
 V1G 4X4

Jill Rickert,

We have the privilege of hosting the 2017 Zone tournament here in Dawson Creek February 16-18 at Ron Pettigrew Christian School. Our Senior boys basketball team will potentially qualify for the 2017 Senior Boys "A" Basketball Provincials on March 7-11. It is a 16 team tournament held at the Langley Events Center in Langley, BC. There are actually 4 tiers of 16 team tournaments held at one location and is a fabulously run event.

We have 2 coaches, 7 players and 1 athletic director(driver) who will be attending this year's Provincials in Langley. This is the names and player that will attend:

Brent Tower 1127 210 RD, Dawson Creek, BC V1G 4E8
 Dianne Tower 1127 210 RD, Dawson Creek, BC V1G 4E8
 Garrett Tower 1127 210 RD, Dawson Creek, BC V1G 4E8
 Francis Obeta 1508 94 Ave, Dawson Creek, BC V1G 1H1
 Mej Fernandez 2005 88 Ave, Dawson Creek, BC V1G 4S1
 Lance Gavino 848 106 Ave, Dawson Creek, BC V1G 2N5
 Anthony Collins 1068 Spinney Drive, Dawson Creek, BC V1G 5B3
 James Dan 4813 48 Ave Pouce Coupe. BC V0C 2C0
 Liam Dan 4813 48 Ave Pouce Coupe, BC V0C 2C0
 Shirley Larson 11132 15 St Dawson Creek, BC V1G 3Z4

We could use the funds for airfare approximately \$350/traveller, car rental/ fuel approximately total \$1000, \$500 for each van and or accommodations 4 hotel rooms at \$120/night for 5 nights for a total of \$2400. The driver needs her own room as sexual abuse prevention policies will not allow her to stay with teenage boys.



Here are the names of the players and coaches who reside in electoral areas:

Brent Tower 1127 210 RD, Dawson Creek, BC V1G 4E8
Dianne Tower 1127 210 RD, Dawson Creek, BC V1G 4E8
Garrett Tower 1127 210 RD, Dawson Creek, BC V1G 4E8
James Dan 4813 48 Ave Pouce Coupe. BC V0C 2C0
Liam Dan 4813 48 Ave Pouce Coupe, BC V0C 2C0

We are full of gratitude regarding your consideration for delegating these funds. Thank you again, and have a wonderful day.

Sincerely,

Shirley Larson
RPCS Athletic Director

February 21, 2017



Dear Community Sponsor,

It is that time of year again, and once again our Senior Boys Basketball Team has qualified for the Provincial Championship in Langley commencing March 7-11, 2017. They won the Zone Championship handily beating Fraser Lake in the final 90-56. After last year's unexpected win, the boys have been ranked #1 in BC all year and they look forward representing this community again and defending their title. The goal is to bring home the Championship trophy again, and if you can come alongside and help with some of the costs of going we are always very appreciative of your generosity.

Costs have gone up a bit this year but we are still looking to sponsor an athlete for \$500, but a donation in any amount helps our team. All donations are tax receipt able as we are a non-profit organization. Thank you again for all you have done as a community and all that you contribute. We are all very grateful to live in Dawson Creek. If you have any questions or concerns please don't hesitate to contact me at 250-719-6167.

Sincerely

Shirley Larson
RPCS Athletic Director



PEACE RIVER REGIONAL DISTRICT

Recreation and Cultural Grants-in-Aid

Schedule “E” – Youth Travel

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- a) Successful applicants must:
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 - iii. describe how the funds were spent within 30 days of competition.



Peace River Regional District REPORT

To: Rural Budgets Administration Committee

From: Kim Frech, Chief Financial Officer

Date: 7 March 2017

Subject: Electoral Area E – Chetwynd Arena Funding

RECOMMENDATION:

1. THAT the Rural Administrative Budgets Committee approves \$250,000 to the Chetwynd Arena from the Gas Tax Reserve Fund.
2. THAT the Rural Administrative Budgets Committee approves \$500,000 to the Chetwynd Arena from the Electoral Area “E”, Peace River Agreement (PRA), Spending Item #2.

BACKGROUND:

The Chetwynd Arena (owned by the Regional District and operated by the District of Chetwynd/Civic Properties Commission) is undertaking a major capital project this year that includes new floor, condensor, chiller & ventilation at a cost estimate of \$2.4M.

Electoral Area “E” Director Rose has committed to fund the project along with other funding from Federal Government, NDIT and funds from the Arena Capital Reserves.

STRATEGIC PLAN RELEVANCE:	None
FINANCIAL CONSIDERATION(S):	Reduction of reserve funds
COMMUNICATIONS CONSIDERATION(S):	Announce at Grand Opening
OTHER CONSIDERATION(S):	Use of PRA funds that are required to be used and this was listed as one of this year's projects.

Staff Initials:

Dept. Head:

Kim Frech
March 9, 2017

CAO:

Ch. Birk



Peace River Regional District REPORT

To: Rural Budgets Administration Committee

Date: February 21, 2017

From: Bryna Casey, Parks and Rural Recreation Coordinator

Subject: Clearview Arena Facility Assessment – Scope of Work and Project Cost

RECOMMENDATION(S):

1. That the Rural Budgets Administration Committee authorize staff to issue a Request for Proposal to identify a qualified proponent to do a professional property assessment on the Clearview Recreational Facility and;
2. That the budget for such not exceed \$50,000, currently approved in principle from Area 'B' PRA Funds and;
3. That the Rural Budgets Administration Committee provide feedback to staff in regards to proposed scope of work (attached).

BACKGROUND/RATIONALE:

The following resolution was passed at the January 19, 2017 Rural Budgets Administration Committee meeting;

NB-1

Clearview Recreational
Facility

RBAC 17/01/17

MOVED by Director Goodings, SECONDED by Director Rose,
"That Rural Budgets Administration Committee have staff bring back a report on who is qualified to do a professional property assessment on the Clearview Recreational Facility and that Area B approve in principal \$50,000 from the PRA Funds (A) to have the assessment completed."

CARRIED.

Staff recommend developing a Request for Proposal for this project in which qualified professionals submit a proposal which outlines their qualifications, any additional services they could provide, timelines, and costs of such a project.

The Clearview Arena, owned by School District 60, operated by the Clearview Arena Society and constructed by the Peace River Regional District was built in 1977 and has already out-performed expectations for a pre-engineered structure, where the typical lifespan of a comparable arena is 30 years. Prior to issuing the proposed RFP, School District No. 60 will be informed of the study. The North Peace Sub-Regional – Recreation Facility Inventory and Assessment, completed in February 2015, suggests that a full building replacement would be required within 10-15 years (between 2025 and 2030).

The purpose of the assessment will be to explore the feasibility of enhancing and updating the Clearview Arena and to identify the current condition and useful life of the facility before replacement. Current concerns include;

- Insufficient power supply
- Cracks in slab
- Compressor and condenser malfunctions
- Insufficient space in dressing rooms
- Improve grade and slope around the arena

Staff Initials: *BCasey*

Dept. Head: *N. Morgan* ^{March 9, 2017}

CAO: *Ch. Birk*

Page 1 of 4

- General repairs (replace boards around ice surface, extend bleachers, replace benches)

A facility assessment will include the structural, electrical, refrigeration system, mechanical, building envelop, energy efficiency, and exterior components of the building and will provide a list of recommendations and costs to ensure that proper planning can be provided for a well-used community asset. Given the age of the facility, it may be prudent to plan for an eventual replacement. The operating Society, the Clearview Arena Society, has reviewed the Scope of Work and finds it acceptable.

Numerous renovations and repairs have been completed on the building, such as;

- Lengthening building, new slab, ice plant and upgrades to lobby and mezzanine (1990)
- New ice plant and compressor (2012)
- Improvements to lobby and exit stairs (2014)

OPTIONS:

The Committee could choose to forego the RFP process and instead offer a direct contract, with Board approval. Alternate to a RFP process, the Purchasing Policy also states that “bids/tenders may be solicited by the Regional District by means of verbal or written invitation to a minimum of 3 selected suppliers or by public advertisement placed in the appropriate newspaper(s), the PRRD Website, and/or other applicable mediums to solicit the best responses.

STRATEGIC PLAN RELEVANCE:

This initiative supports Strategic Objective 1.5; that “the PRRD is committed to working with Peace River Region residents to have continued access to facilities for recreational and cultural purposes.”

FINANCIAL CONSIDERATION(S):

The Rural Budgets Administration Committee has approved up to \$50,000 in principle for this project.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

Attachments:
Draft Scope of Work

Draft Scope of Work – Clearview Facility Assessment

2.2 Scope

At a minimum, the following consists of the Work. Additional work may be recommended in the submission, with complete details of the value added services and the associated costs over and above the costs of the work. The Proponent shall review all available documentation including reports and drawings, capital renewal projects, maintenance records, etc. to become familiar with the facility and to complete the work. All such information will be made available by staff at the Regional District.

2.2.1 Physical Condition Audit

The Proponent will provide all labour, materials, and equipment required to undertake the work. The assessments will be conducted on the Clearview Arena and the proponent will provide non-destructive testing and visual assessment. The assessments at a minimum, shall provide information on:

- Structural Integrity:
- Electrical:
- Mechanical:
- Building Envelope:
- Energy Efficiency:
- Exterior Landscape – Hardscape Assessment:
- Artificial Ice Making Plant and Equipment

2.2.2 Options for Repairs and Remediation

The Proponent shall provide a prioritized list of recommended repairs and remediation for the facility to achieve full life cycle use, and identification of deficiencies and non-compliance to codes (e.g. building code, electrical code, environmental, energy efficiencies, and safety). The recommendations will consider operational and maintenance issues as well as capital repair and remediation costs and provide a prioritized schedule of work based on the facility condition assessments and the corresponding recommendations

2.2.3 Costs for Repairs and Remediation

The Proponent shall develop cost estimates for each of the options identified for facility repairs and remediation. Spreadsheets shall be prepared that include all options and recommendations and the estimated capital and operating costs for each. The Proponent shall prepare a basic estimation of return on investment (ROI) for the identified improvements.

2.2.4 Capital Plan Recommendations

The Proponent shall provide rough cost estimates for facility to enable the Regional District to plan for five year capital improvements. Recommended options shall be classified as an immediate (1 year), short term (1-3 years), or long term (3+ years) requirement in a summary spreadsheet that recommends an appropriate ten year capital plan for the Regional District, Society and School District.

2.2.5 Key Deliverables

Key Deliverables for the work include:

- Facility Condition Audits including the physical condition of identified facility.
- Identification of major areas of concern and recommendations for repairs and remediation options for the facility. Spreadsheets for the facility showing the estimated costs for each option.

- Summary spreadsheet including capital plan recommendations with classifications as immediate, short term, or long term.
- Recommended 10 year capital plan for the Regional District, Society and School District.



Peace River Regional District

REPORT

To: Rural Budgets Administration Committee

Date: February 28, 2017

From: Jennifer Rudyk, Finance Clerk

Subject: Financial Report – January 2017

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

The report includes:

1. Grants-in-Aid (4 pages) - 2005 to 2016 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
3. Peace River Agreement Money Market Fund (1 page).
This report is in a similar format to the Fair Share report.
4. BCR/PRA Money Market Fund (includes revenue, expenditures and future commitments) (1 page).
5. Reserve (Appropriated Surplus) Balances (Includes all Regional District reserves) (2 pages).

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

Staff Initials: JR

Dept. Head:

Kim Frach

CAO:

Chibrik

Page 1 of 1

March 9, 2017

Peace River Regional District Grants-In-Aid Summary of Payables - 2016												28-Feb-2017
Current Year Allocation		2005-2009	2010	2011	2012	2013	2014	2015	2016	2017	GIA Remaining	
			Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget		Budget
			103,000.00	107,000.00	103,000.00	103,000.00	103,000.00	200,000.00	103,000.00	103,000.00		103,000.00
AREA B			Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated		
			103,000.00	107,000.00	103,000.00	103,000.00	94,608.17	189,845.00	103,000.00			
	Big Bam Ski Hill	-	-	-	-	-	-	-	-		-	
	Buick Creek Community Club	-	-	-	-	-	-	-	-		-	
	Cache Creek Community Club	-	-	-	-	-	-	-	-		-	
	Cecil Lake Rec. Commission	-	-	-	-	-	-	-	-		-	
1,000.00	Fort St. John Gradfest	-	-	-	-	-	-	-	-		-	
17,995.84	Golata Creek Recreation Society	-	-	-	-	-	-	-	17,995.84		17,995.84	
38,700.00	Goodlow Community Club	-	-	-	-	-	-	-	38,700.00		38,700.00	
	Halfway Graham Community Club	-	-	-	-	-	-	874.96			874.96	
	King's Valley Christian Camp	-	-	-	-	-	-	-			\$ -	
6,900.00	Montney Rec. Commission	-	-	-	-	-	-	-	-		-	
1,000.00	North Peace 4-H District Council	-	-	-	-	-	-	-	-		-	
1,000.00	North Peace Fall Fair Society	-	-	-	-	-	-	-	-		-	
12,162.61	North Peace Historical Society	-	-	-	-	-	-	-	-		-	
	North Peace Light Horse Assn.	-	-	-	-	-	-	-	-		-	
	North Peace Ride for Disabled	-	-	-	-	-	-	259.51			259.51	
11,062.05	Osborn Community Club	-	-	-	-	-	-	8,026.34	4,513.48		12,539.82	
10,679.50	Rose Prairie Curling Society	-	-	-	-	-	-		4,398.08		4,398.08	
	Wonowon Horse Club	-	-	-	-	-	-	1,500.00			1,500.00	
1,000.00	Area B Rural Bursary	-	-	-	-	-	-	-	-		-	
1,500.00	Youth Travel	-	-	-	-	-	-	-	-		-	
103,000.00	Total Area B	-	-	-	-	-	-	10,660.81	65,607.40		76,268.21	
	2005-2009	2010	2011	2012	2013	2014	2015	2016	2017	GIA Remaining		
		Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget			
		100,000.00	100,000.00	100,000.00	100,000.00	112,025.88	100,000.00	80,000.00	80,000.00			
AREA C		Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated			
		100,000.00	100,000.00	100,000.00	87,924.72	93,297.04	81,250.00	72,900.86				
	Big Bam Ski Hill	-	-	-	-	-	-	-	-		-	
25,125.86	Charlie Lake Community Club	-	-	-	-	-	4,920.40	9,510.41	15,736.11		30,166.92	
1,000.00	Fort St. John Gradfest	-	-	-	-	-	-	-	-		-	
	Lake Point Golf Club	-	-	-	-	4,241.96	-	-	-		4,241.96	
	North Peace 4H Senior Council	-	-	-	-	498.98	-	-	-		498.98	
20,000.00	North Peace Fall Fair Society	-	-	-	-	-	-	3,322.13	2,634.75		5,956.88	
24,775.00	North Peace Historical Society	-	-	-	-	-	470.75	3,426.16	6,122.21		10,019.12	
	North Peace Light Horse Assn.	-	-	-	-	-	-	-	-		-	
1,000.00	*Area C Scholarship	-	-	-	-	-	-	-	-		-	
1,000.00	Youth Travel	-	-	-	-	-	-	-	-		-	
72,900.86	Total Area C	-	0.00	-	-	4,740.94	5,391.15	16,258.70	24,493.07		50,883.86	
	2005-2009	2010	2011	2012	2013	2014	2015	2016	2017	GIA Remaining		
		Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget			
		102,000.00	102,000.00	102,000.00	111,610.00	103,150.00	102,000.00	102,000.00	102,000.00			
AREA E		Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated			
		102,000.00	102,000.00	92,390.00	110,460.00	103,150.00	102,000.00	102,000.00				
	Camp Emile	-	-	-	-	-	13,924.54				13,924.54	
2,500.00	Chetwynd & Dist Rec. Centre	-	-	-	-	-	-	-	-		-	
7,637.50	Chetwynd Electric Eels Swim Assn.	-	-	-	-	-	611.40	-	-		611.40	
5,387.50	Chetwynd Gymkhana	-	-	-	-	-	-	-	1,821.16		1,821.16	
22,768.25	Chetwynd Rod & Gun Club	-	-	-	-	-	-	-	-		-	
5,000.00	Chewtynd Social Planning Committee	-	-	-	-	-	-	-	-		-	
1,600.00	Foothills Team Roping Club	-	-	-	-	-	-	-	-		-	
13,550.50	Jackfish Community Association	-	-	-	-	-	-	4,875.00	9,423.66		14,298.66	
7,637.50	Little Giants Figure Skating Club	-	-	-	-	-	-	-	7,637.50		7,637.50	
6,281.25	Little Prairie Heritage Society	-	-	-	-	-	4,355.16	4,302.91	3,703.68		12,361.75	
6,707.50	Moberly Lake Community Assn.	-	-	-	-	-	-	-	4,119.33		4,119.33	
16,417.50	Pine Valley Exhibition Park Soc.	-	-	-	-	-	-	-	-		-	
	Pine Valley Motor Sports	-	-	-	-	-	-	-	-		-	
3,512.50	Pine Valley Seniors Assn.	-	-	-	-	-	-	-	-		-	
	Sagitawa Christian Camping Society	-	-	-	-	-	-	854.35			854.35	
1,000.00	Area E West Bursary	-	-	-	-	-	-	-	500.00		500.00	
2,000.00	Youth Travel	-	-	-	-	-	-	-	-	(750.00)	(750.00)	
102,000.00	Total Area E	-	-	-	-	-	18,891.10	10,032.26	27,205.33	(750.00)	55,378.69	

		2005-2009	2010	2011	2012	2013	2014	2015	2016	2017	GIA Remaining
SUB-REGIONAL			Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	
			130,000.00	130,000.00	130,000.00	150,000.00	150,084.00	150,000.00	150,000.00	150,000.00	
			Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
			130,000.00	130,000.00	130,000.00	149,916.11	150,084.00	150,000.00	150,049.93		
9,178.72	Ark - Dawson Creek Youth Centre Society	-	-	-	-	-	-	-	-	-	-
5,000.00	Bessborough Community Club	-	-	74.96	-	-	-	-	-	-	74.96
8,178.72	Cutbank Community Club	-	-	-	-	-	-	-	-	-	-
14,428.72	Dawson Creek Sportsman's Club	-	-	-	-	-	-	-	-	-	-
5,829.55	Doe River Gymkhana Club	-	-	-	-	-	-	-	4,047.05	-	4,047.05
8,044.08	Doe River Recreation Commission	-	-	-	-	-	-	-	-	-	-
8,178.72	Farmington Community Association	-	-	-	-	-	-	-	-	-	-
1,350.00	Groundbirch Rec. Commission	-	-	-	-	-	-	-	-	-	-
16,078.72	Hats n' Chaps Gymkhana	-	-	-	2,155.99	-	-	-	6,558.72	-	8,714.71
	Kilkerran Recreation Commission	-	-	-	-	-	-	1,925.33	-	-	1,925.33
11,724.22	Kiskatinaw Fall Fair	-	-	-	-	-	-	-	4,365.49	-	4,365.49
8,777.38	McLeod Rec. & Social Services Society	-	-	-	-	-	-	-	-	-	-
10,491.22	Rolla Ratepayers	-	-	-	-	-	-	-	-	-	-
7,028.72	Sunset Prairie Recreation Commission	-	-	-	-	-	1,257.05	-	4,870.56	-	6,127.61
825.00	Swan Lake Enhancement Society	-	-	-	-	-	-	-	-	-	-
6,928.72	Tomslake Community Cultural Assn.	-	-	-	-	-	-	-	6,928.72	-	6,928.72
12,828.72	Tomslake & District Rec Commission	-	-	-	-	-	-	-	3,028.78	-	3,028.78
10,678.72	Tupper Community Club	-	-	-	-	-	-	-	-	-	-
3,000.00	Post Secondary Trade Bursary & Scholarship	-	-	-	-	-	-	-	-	-	-
1,500.00	Youth Travel	-	-	-	-	-	-	-	-	-	-
150,049.93	Total Sub-Regional	0.00	0.00	74.96	2,155.99	-	1,257.05	1,925.33	29,799.32		35,212.65
427,950.79	COMBINED GRAND TOTALS	-	-	74.96	2,155.99	4,740.94	25,539.30	38,877.10	147,105.12		218,493.41
Prior Years Payable total =			32,511.19								
2015 Payable total =								38,877.10			
Total GIA Payable =											218,493.41

Youth Travel Recipient Information

Area	Recipient	Total To-Date	2010	2011	2012	2013	2014	2015	2016	2017
Area B	Northern BC High School Rodeo	1,000	500			500				
	Northern BC Highschool Rodeo - Megan Smith	500					500			
	Juvenile boys curling team (alberta league)	500							500	
	TOTAL granted for year		500	1,500	0	1,500	1500	1500	1500	
	TOTAL used		500	0	0	500	500	0	500	0
	BALANCE Remaining		0	0	0	0	0	0	0	0 *
Area C	Inconnu Swim Club	300		300						
	Northern BC High School Rodeo	2,000	500		500	500		500		
	TOTAL granted for year		1,000	1,000	1,000	1,000	1000	1000	1000	
	TOTAL used		500	300	500	500	0	500	0	0
	BALANCE Remaining		0	0	0	0	0	0	0	0 *
Area E	3 Nations Midget Hockey	650		350		300				
	Auroras Speed Skating Club	250		250						
	Chet Girls Club Volleyball	1,050	250		500		300			
	Chet Scotiabank Bantam Giants Hockey	850	350		500					
	Chet Secondary Boys Wrestling	350	350							
	Chet Secondary Girls Volleyball	3,250	250		200	800		1000	1000	
	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			
	Taylor Dutka - DC Curling U18 PRA Curling									250
	Chetwynd Midget Giants	500						500		
	Chetwynd U16 Club Volleyball - Chargers	500						500		
	U16 Girls Club VB Chetwynd Raiders	500							500	
	U17 CW Raiders Girl Club VB									500
	TOTAL granted for year		2,000	2,000	2,000	2,000	3005.26	2000	2000	
	TOTAL used for year		1,200	900	2,000	1,400	800	2000	1500	750
	BALANCE Remaining		0	0	0	0	0	0	0	-750 *
Sub-Regional	Northern BC High School Rodeo	2,000			1,000	1,000				
	DC U14 Volleyball Team Dynamite	500							500	
	DCVC U17_18 Girls Vollebay	500							500	
	Juvenile Boys Curling Team (alberta league)	500							500	
	TOTAL granted for year		1,500	1,500	1,500	1,500	1500	1500	1500	
	TOTAL used for year		0	0	1,000	1,000	0	0	1500	0
	BALANCE Remaining		0	0	0	0	0	0	0	0 *

* Unused amounts returned to reduce next tax year

Scholarship/Bursary Recipient Information 2010 to Current

Area B Bursary

Year	Name	Amount	Amount		Date Claimed
			Remaining		
2017					
2016	Kelsey Young	1,000	0		11-Aug-16
2015	Robyn Bickford	1,000	0		25-Aug-15
2014	Rebecca Hedges	1,000	0		3-Sep-14
2013	Makayla MacLeod	1,000	0		13-Aug-13
2012	Eliza Li	1,000	0		2012
2011	Talia Miller	500	0		2011
2010	Kendra Young	500	0		2010
	TOTAL	5,000	0		

Area C Scholarship

TRUE

Year	Name	Amount	Amount		Date Claimed
			Remaining		
2017					
2016	Rachel Kalkman	1,000	0		25-Aug-16
2015	Kevala Van Voilkenburg	1,000	0		06-Aug-15
2014	Dylan Kassian	1,000	0		23-Aug-14
2013	Daisy Petrucci	1,000	0		15-Aug-13
2012	Stephanie Sutherland	1,000	0		2012
2011	Hannah Leber	500	0		2011
2010	Tawny Hosker	500	0		2010
	TOTAL	5,000	0		

Area E Bursary

Year	Name	Amount	Amount		Date Claimed
			Remaining		
2017					
2017					
2016	Courtney Auger	500	500		
2016	Regan Neuls	500	0		05-Dec-16
2015	Kayla Sanford	500	0		13-Nov-15
2015	Dayton Waldie	500	0		07-Nov-15
2014	Sara Norris	500	0		27-Nov-14
2014	Brittany Andres	500	0		15-Jan-15
	TOTAL	1,500	0		

Sub-Regional Bursary & Scholarship

Year	Name	Amount	Amount		Date Claimed
			Remaining		
2017					
2017					
2016	Ashley Schweitzer	1,500	0		Jan-17
2016	Kalen Dorer	1,500	0		Sep-16
2015	Paula Chudley	1,500	0		31-Aug-15
2015	Ben Van Spronsen	1,500	0		14-Sep-15
2014	Theran Basset	1,500	0		15-Jan-15
2014	Landon Farrow Trades	1,500	0		16-Sep-14
2013	Brenna McCullough - Academic	1,500	0		25-Sep-13
2013	Brad Skytte - Trades	1,500	0		02-Jul-13
2012	Kole Pierce	1,500	0		2012
2012	Michaela Wandling (Deferred to 2013)	1,500	0		2013
2011	Anders Carlstad	1,500	0		2011
2011	Gary Gordon	1,500	0		2011
2010	Erica Woolf	1,500	0		2010
2010	Dusty Bruhs (Deferred to 2011)	1,500	0		2010
	TOTAL	16,500	0		

Fair Share Commitments		January 2017			K. Goodings Area B	B. Sperling Area C	L. Hietala Area D	D. Rose Area E	Total Fair Share
January 1, 2017 opening balance					1,947,683.78	1,851,583.55	3,170,638.37	2,793,443.91	9,763,349.61
Total interest earned to date					1,317.71	1,257.43	2,157.31	1,899.91	6,632.36
									-
COMMITMENTS		Commitment	Previous Yrs. Payments	Fair Share Payments This Year					Remaining Commitment
Area B									
Area B Municipal Facilities		13,200.00							13,200.00
Clearview Arena; Crawl Space R&M		75,000.00	74,020.42						979.58
Electrical Extension Grants		12,000.00							12,000.00
FSJ Library (annual payment)		31,300.00							31,300.00
NP Cultural Centre (pymt to 2017)		28,125.00		7,031.25					21,093.75
NP Fall Fair; Display Buildings		17,600.00	10,192.14	3,980.12					3,427.74
Rural Gasification		680,000.00	32,367.25						647,632.75
Sewage Rec Facility (Operating Deficit 25%)		-							-
		857,225.00	116,579.81	11,011.37	-	-	-	-	729,633.82
Area C									
FSJ Airport Sub Communal H20/Swr Fees		12,559.97	11,200.00						1,359.97
FSJ Airport Sub Water Metering Initiative		25,000.00	10,177.93						14,822.07
FSJ Library (annual payment)		15,000.00							15,000.00
NPAS; Airport Swr Pumps & Maintenance		26,289.38	4,157.98						22,131.40
NP Cultural Centre (pymt to 2017)		14,062.00			3,515.50				10,546.50
Regional Parks Improvements		100,000.00							100,000.00
Sewage Rec Facility (Operating Deficit 75%)		-							-
Water & Sewer		500,000.00							500,000.00
		692,911.35	25,535.91	-	3,515.50	-	-	-	663,859.94
Area D									
Bear Mnt Nordic Ski Assn; Ski Trails		10,000.00							10,000.00
Dawson Creek Gradfest Committee; Gradfest 2015		2,500.00	2,000.00						500.00
Dawson Creek Sportsman's Club; Indoor Range Exp		80,000.00							80,000.00
Electrical Extension Grants									-
Hats 'n Chaps Gymkhana; Arena Rebuild		15,800.00	15,360.00						440.00
Northern Lights Recovery Centre		100,000.00							100,000.00
Regional Parks & Trails (Parks)		75,000.00							75,000.00
Regional Parks & Trails (Trails)		25,000.00							25,000.00
Rolla Sewer - Annual Oper. Grant		17,500.00							17,500.00
Rolla Sewer - Upgrades		20,000.00	17,429.53						2,570.47
Rural Gasification		1,000,000.00	58,798.50						941,201.50
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
		1,524,832.17	117,276.41	-	-	-	-	-	1,407,555.76
Area E									
Bear Mnt Nordic Ski Assn; Ski Trails		4,000.00							4,000.00
Camp Sagitawa; Phase 1 Climbing Wall		20,000.00						1,102.50	18,897.50
Chetwynd & Dist. Rec Complex		1,325,000.00	1,269,278.08						55,721.92
Chetwynd (Dist of); Fire Apparatus		133,000.00	124,515.41						8,484.59
Chetwynd Rec Centre 2M Support; Flooring, Boards & Chiller;		-							-
Chetwynd Seniors Housing Society		150,000.00							150,000.00
Dawson Creek Sportsman's Club; Indoor Range Exp		20,000.00							20,000.00
Electrical Extension Grants		5,000.00	4,000.00						1,000.00
Hasler Tower Project		107,000.00	98,836.73						8,163.27
Hats 'n Chaps Gymkhana; Arena Rebuild		3,950.00	2,184.00						1,766.00
Little Prairie Heritage Soc; Engineering		25,000.00	6,090.00						18,910.00
Northern Lights Recovery Centre		100,000.00							100,000.00
Rural Gasification		700,000.00							700,000.00
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	38,005.49						19,994.51
		2,685,950.00	1,545,409.71	-	-	-	-	1,102.50	1,139,437.79
Total Fair Share Bank Balance at Month End					1,937,990.12	1,849,325.48	3,172,795.68	2,794,241.32	9,754,352.60
Total Remaining Commitment					729,633.82	663,859.94	1,407,555.76	1,139,437.79	3,940,487.31
Balance After Remaining Commitments					1,208,356.30	1,185,465.54	1,765,239.92	1,654,803.53	5,813,865.29
					Area B	Area C	Area D	Area E	
* Electoral Area 'E' Director has guanteed to cover funding shortfalls up to \$2,000,000 from Fair Share/Gas Tax or other available funding for the Chetwynd & District Rec Centre capital project upgrade scheduled to start in 2017 per the January 26, 2016 RBAC meeting motion.									
This commitment is not included in the above numbers.									

March 9, 2017

Peace River Agreement Commitments		January 2017			K. Goodings	B. Sperling	L. Hiebert	D. Rose	Total
					Area B	Area C	Area D	Area E	Fair Share
January 1, 2017 Opening Balance					696,692.84	740,422.88	708,628.91	727,937.93	2,873,682.56
Total interest earned to date					439.22	469.76	427.72	454.47	1,791.17
Subscription PRA \$								-	
COMMITMENTS		Commitment	Previous Yrs. Payments	Category Code	Peace Agreement Payments This Year				Remaining Commitment
Area B									
Clearview Rec Facility; Property Assessment		50,000.00		2.00				50,000.00	
Buick Creek Arena; Insulation/Heating Upgrades		35,000.00	33,600.00	2				1,400.00	
PR Regional Cattlemen's Assoc; Livestock Protection Program		50,000.00		4	50,000.00			-	
Water Tank Loader Potable Feasibility; Rose Praire & Buick Cr		230,000.00	1,962.87	1	1,160.38			226,876.75	
		365,000.00			51,160.38	-	-	278,276.75	
Area C									
FSJ Airport Sub Water Distribution Mainitenance Initiative		15,000.00	12,000.00	1				3,000.00	
PR Regional Cattlemen's Assoc; Livestock Protection Program		50,000.00		4		50,000.00		-	
		65,000.00				50,000.00		3,000.00	
Area D									
*Dawson Creek; Kiskatinaw Watershed Stewardship (pymt to 2020)		30,000.00		4			30,000.00	-	
KL Sewer; Complete Pump & Alarm System Installation		10,000.00		9				10,000.00	
KL Sewer; Spare Pump		12,000.00	1,613.97	9				10,386.03	
PR Regional Cattlemen's Assoc; Livestock Protection Program		50,000.00		4			50,000.00	-	
SP Dist Crime Prevention Assn; Signs		4,375.00	3,517.15	4				857.85	
Rolla Sewer; Pump & Control Alarm Installation		40,000.00	8,396.29	9				31,603.71	
Rolla Sewer; Spare Pump		8,000.00		9				8,000.00	
Rolla Sewer; Treatment Equipment R&M		25,000.00		9				25,000.00	
Tomslake Cultural Comm Assn; Main H2O Cystern Repair/Replacement									
							80,000.00	85,847.59	
Area E									
Chetwynd Public Library; Exterior Renovation		100,000.00		7				100,000.00	
*Dawson Creek; Kiskatinaw Watershed Stewardship (pymt to 2020)		10,000.00		4				-	
Mob Lk Comm Assn; Shoreline Condition Assessment		11,500.00	9,342.50	1				2,157.50	
PR Regional Cattlemen's Assoc; Livestock Protection Program		50,000.00		4				-	
		171,500.00					60,000.00	102,157.50	
Total Peace River Agreement Bank Balance at Month End					645,971.68	690,892.64	629,056.63	668,392.40	
Total Remaining Commitment					278,276.75	3,000.00	85,847.59	102,157.50	
Balance available after remaining commitments					367,694.93	687,892.64	543,209.04	566,234.90	
					Area B	Area C	Area D	Area E	
*Kiskatinaw Watershed Area D & E Commitments Replenished each year for 5 years to 2020									
Spending Item Numbers:									
1 Potable Water and Water Security/Studies									
2 Arenas									
3 Halls, Trails and Walking Paths									
4 Assistance to Other Organizations									
5 Dawson Creek Fire Training Centre									
6 Fire Protection									
7 Libraries, Museums and Art Galleries									
8 Year-Round Recreation Facility Upgrades									
9 PRRD Sewer Services Assistance									
10 Natural Gas									

March 9, 2017

Peace River Regional District
BCR/PRA
January 31, 2017

	Area B	Area C	Area D	Area E	Total MMF BCR Grants in lieu
Opening Balance	60,290.54	63,215.40	43,852.39	46,494.52	213,852.85
January	41.02	43.01	29.84	31.64	145.51
February					-
March					-
April					-
May					-
June					-
July					-
August					-
September					-
October					-
November					-
2017 Interest	41.02	43.01	29.84	31.64	145.51
Expenditures					
Total Expenditures	-	-	-	-	-
Month End Bank Balance	60,331.56	63,258.41	43,882.23	46,526.16	213,998.36
Commitments					
Price, Ken; World Championship					
Sheepdog Trial; Netherlands				1,500.00	1,500.00
Balance available	58,831.56	61,758.41	43,882.23	46,526.16	210,998.36

All Regional District Appropriated Surplus Balances as of January 31, 2017

RESERVES

911 Emergency Capital Reserve	\$ 151,268.58
*BCR/PRA	\$ 213,998.36
Buick Creek Arena Capital Reserve	\$ 154,226.82
Buick Creek Arena Operating Res	\$ 73,422.77
Building Reserve	\$ 811,108.61
Charlie Lake Fire Capital Reserve	\$ 536,928.72
Charlie Lake Sewer Capital Reserve	\$ 127,018.94
Charlie Lake Sewer Operating Reserve	\$ 78,177.22
Charlie Lake Sewer Treatment/Disposal	\$ 50,207.21
Charlie Laek Sewer WWTF Reserve	\$ 50,207.21
Chetwynd Arena Capital Reserve	\$ 1,891,342.67
Chetwynd Leis Cntr Capital Reserve	\$ 1,762,143.55
Chilton Sewer Capital Reserve	\$ 30,972.27
Chilton Sewer Operating Reserve	\$ 26,585.25
Chilton Sewer Debenture Reserve	\$ -
Clearview Arena Operating Reserve	\$ 81,746.57
CL DCC Reserve	\$ 167,496.07
CLFD Fundraising	\$ -
CLFD Operating Reserve	\$ 25,415.86
Comm Parks Water Capital Reserve	\$ -
Comm Parks Water Operating Res	\$ -
*Community Works (Gas Tax)	\$ 2,435,348.47
DC/PC Fire Capital Reserve	\$ 490,268.59
Election Reserve	\$ 53,983.44
Emergency Plan Reserve	\$ 276,286.55
*Fair Share	\$ 9,754,352.60
Feasibility Reserve	\$ 260,929.75
Friesen Sewer Capital Reserve	\$ 4,918.58
Friesen Sewer Operating Reserve	\$ 17,144.20
FSJ Airport Sewer Capital Reserve	\$ 33,909.09
FSJ Airport Sewer Operating Reserve	\$ 43,917.26
FSJ Airport Water Capital Reserve	\$ 12,338.11
FSJ Airport Water Operating Reserve	\$ 26,124.29

Green "Carbon" Project Reserve	\$ 23,641.67
Harp/Imp Sewer Capital Reserve	\$ 13,243.22
Harp/Imp Sewer Operating Reserve	\$ 13,243.22
Information System Plan Reserve	\$ 272,944.42
Insurance Reserve	\$ 476,584.66
Kelly Lake Comm Ctr. Operating Reserve	\$ 22,550.02
Kelly Lake Comm Ctr. Capital Reserve	\$ 19,451.54
Kelly Lake Sewer Capital Reserve	\$ 11,437.23
Kelly Lake Sewer Operating Reserve	\$ 20,518.18
Landfill Closure Reserve	\$ 511,492.49
Medical Scholarship Recidency Reserve	\$ 100,213.50
Moberly Lake Fire Capital Reserve	\$ 15,422.64
North Pine TV Reserve	\$ 41,741.83
NP Economic Development Commission	\$ 69,275.54
NPEDC Spark Conference Res	\$ -
NP Leisure Pool Building Repl Res	\$ 2,394,144.90
NP Leisure Pool Capital Reserve	\$ 444,189.54
*Peace River Agreement	\$ 2,634,313.35
Peace River Agreement Committee Reserve	\$ 1,009,039.23
Regional Parks Capital Reserve	\$ 51,149.35
Regional Parks Operating Reserve	\$ 41,107.90
Rolla Creek Dyking Operating Reserve	\$ 6,822.76
Rolla Sewer Capital Reserve	\$ 8,987.28
Rolla Sewer Operating Reserve	\$ 14,157.57
*Rural (Loan Fund)	\$ 3,538,068.63
*Rural Fringe	\$ 1,134,397.60
Solid Waste Capital Reserve	\$ 3,325,329.83
Solid Waste Operating Reserve	\$ 1,034,861.64
Sub-Reg Recreation Insurance Reserve	\$ 113,735.88
Tomslake Fire Reserve	\$ 11,418.55
Vehicle (Admin) Reserve	\$ 163,587.27
Vehicle (BI) Reserve	\$ 42,326.93
Vehicle (SW) Reserve	\$ 98,719.87
TOTAL	\$ 37,319,905.85

*Colour highlighted items are RBAC deligated and have corresponding worksheets attached.

Loans in Loan Fund	Loans Approved	Loans Issued	Outstanding Loan Balance
Chetwynd Communications Soc (2018)	275,000.00	275,000.00	55,000.00
FSJ New Fire Hall (2020)	750,000.00	750,000.00	100,000.00
NP Farmers Institute; Grain Elevator Upgrades (2021)	300,000.00	300,000.00	270,000.00
Total	1,325,000.00	1,325,000.00	425,000.00

Loan Funds Available:	3,075,000.00
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"Grants" from Loan Fund Interest	Committed	Previous Years Paid	Current Year Paid	Remaining
Temporary Storage to Accept Domestic Sewage	600,000.00	448,503.78		151,496.22
Total	600,000.00	448,503.78	-	151,496.22

Interest Grant Funds Available:	\$311,572.41
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Total RLF Loan & Grant Available:	\$3,386,572.41
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Community Works (Gas Tax) Commitments	Committed	Previous Years Paid	Current Year Paid	Remaining
Buick Creek Arena; Insulation/Heating Upgrades	5,759.44			5,759.44
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 Airport Sub H20 Meters & Infrastructure	30,000.00			30,000.00
Kelly Lake Community Centre - Upgrades	50,000.00	48,607.60		1,392.40
Little Prairie Heritage Soc.; Museum Lighting	6,160.00	5,783.85		376.15
Rolla Sewer Lift Station Pumps & Electric	30,000.00	25,940.40		4,059.60
Sewage Receiving Facility (Domestic) at Charlie Lk	3,500,000.00	3,300,874.20		199,125.80
Weather Stations	18,660.00			18,660.00
Total	\$3,775,316.44	\$3,478,783.95	\$0.00	\$296,532.49

Gas Tax Funds Available:	\$2,138,815.98
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Peace River Regional District REPORT

To: Rural Budgets Administration Committee

Date: March 3, 2017

From: Jill Rickert, Community Services Coordinator, Community and Electoral Area Services

Subject: Annual Budget Allocations for Recreational & Cultural Grants-in-Aid

RECOMMENDATION(S):

That the Rural Budgets Administration Committee approves,

1. The 2017 Recreational & Cultural Grants-in-Aid annual allocation amounts specific to Bursary, Scholarship, and Youth Travel grants for each Electoral Area as follows:

Electoral Area B Bursary	\$1,000
Electoral Area B North Peace 4H District Council	\$1,000
Electoral Area B Youth Travel	\$1,500
Electoral Area C Scholarship	\$1,000
Electoral Area C Youth Travel	\$1,000
Electoral Area E West Bursary (2 at \$500 each)	\$1,000
Electoral Area E West Youth Travel	\$2,000
Sub Regional Academic Scholarship	\$1,500
Sub Regional Trades Bursary	\$1,500
Sub Regional Youth Travel	\$1,500

2. The 2017 Recreational & Cultural Grants-in-Aid annual allocation amount specific to the North Peace Regional Gradfest grant as follows:

Electoral Area B North Peace Regional Gradfest	\$1,000
Electoral Area C North Peace Regional Gradfest	\$1,000

BACKGROUND/RATIONALE:

Each year before the spring allocation meetings are held, the Rural Budgets Administration Committee is asked to review the budget amounts brought forward for these specific grants and part of the Grants-in-Aid process. The amounts are based on the prior year's allocation are recommended according to each funding area and grant.

The proposed contributions for each Electoral Area have been consistent over the past years, with the most recent change occurring in 2014, when the amount for the North Peace Regional Gradfest was increase from \$500 to \$1,000 for Electoral Area B and C. The decision to increase this grant amount was done in collaboration with the groups during the spring allocation meeting; however, this decision can be made at the sole discretion of each Electoral Area Director. Section 6 of the Recreational and Cultural Grants-in-Aid Policy reads as follows:

Staff Initials:

Dept. Head:

J. Morgan

CAO:

Ch. Burk

Page 1 of 2

J. Rickert

March 9, 2017

6) Annual Grant Allocations

- a) At the Directors' discretion, grant allocations for each area may be budgeted and provided for youth travel to which the guidelines are attached hereto as Schedule "E".
- b) At the Electoral Area B and C Directors' discretion, grant allocations from Area B and C may be budgeted and provided for the North Peace Regional Gradfest Society for the purpose of hosting safe graduation related events, to which the guidelines are attached hereto as Schedule "F".
- c) At the Electoral Area B Director's discretion grant allocations from Area B may be budgeted and provided for the North Peace 4-H District Council for the purpose of conducting 4-H activities to which the guidelines are attached hereto as Schedule "G".
- d) At the Directors' discretion, grant allocations for each area may be budgeted and provided for post-secondary scholarships and bursaries to which the guidelines are attached hereto as Schedules "H", "I" and "J".

OPTIONS:

1. The Electoral Area Directors could determine to reduce the annual budget amount for any or all of these specific grants in 2017.
2. The Electoral Area Directors could determine not to support any of these specific grants and provide no funding toward them in 2017.
3. The Electoral Area Directors could approve the 2017 amounts and review whether or not there is continued support for these specific grants from the community groups at the spring allocation meeting being held in April, which would provide an opportunity to increase or decrease funds for 2018 in a collaborative environment.

STRATEGIC PLAN RELEVANCE: None

FINANCIAL CONSIDERATION(S):

The budget amounts under Recreational and Cultural Grants-in-Aid will be brought forward for adoption as part of the 2017 Financial Plan by the Regional Board in March. The budgeted amounts for each Electoral Area are listed below:

Electoral Area B	\$103,000	Electoral Area E	\$102,000
Electoral Area C	\$ 80,000	Sub Regional	\$150,000

COMMUNICATIONS CONSIDERATION(S):

1. Once approved by the Committee, staff will send out the application package for the post-secondary awards to Chetwynd Secondary, North Peace Secondary and Dawson Creek Secondary School.
2. A letter will be sent to the North Peace 4H District Council and North Peace Regional Gradfest Society.

OTHER CONSIDERATION(S):

Attachments: Recreational and Cultural Grants-in-Aid Policy Statement, Request for confirmation of awards – North Peace Secondary School and Dawson Creek Secondary School, Grant Application from North Peace Regional Gradfest Society

POLICY STATEMENT

Rural Recreational & Cultural Grants-in-Aid

1) Introduction

This policy is intended to supplement the operating and/or capital funds of the rural recreation and community associations in the Peace River Regional District (PRRD). Groups are expected to fundraise for alternate sources of funds.

2) Definitions

- a) Debt is defined as an amount owed to a person or organization for services, products or loans funds not yet paid for.
- b) Recreation and community organization is defined as any recreational, sporting, arts, cultural or community association.
- c) Rural organization is defined as any organization located within the boundaries of Electoral Areas B, C, D, and E.
- d) Wages is defined as any payment, stipend or honorarium made for labour or services to an employee or volunteer under the direction of an employer or organization.
- e) Capital improvement is defined as the addition of a permanent structural improvement or the restoration of some aspect of a property that will either enhance the property's overall value or increase its useful life.
- f) Capital equipment is defined as equipment valued at over \$5,000 and has an extended lifetime over more than one year.
- g) New applicant organizations are organizations that have not received Peace River Regional District Recreational and Cultural Grants-in-Aid prior to 2012.
- h) Operation funding is defined as funding provided for costs to ensure the day to day operation of a facility such as insurance, utilities, and supplies.

3) Recreational & Cultural Grants-in-Aid Eligibility

To be eligible for funding, recreation and community associations must meet the following criteria:

- a) Applicant organizations must be rural non-profit registered societies which provide recreation, arts, sports, and/or social activities for the community at large; and
- b) Applications must be submitted directly by the recreation organization or community association/club; and
- c) At least 75% of the applicants' membership must come from the rural areas which they serve.
- d) New applicant organizations located or operating within a municipality must provide proof that at least 75% of their membership comes from the electoral areas of the Regional District.

- e) Organizations who have received Recreational and Cultural Grants-in-Aid prior to 2012 will be grandfathered into the policy and will not be required to maintain a 75% rural membership.

4) Application Process

- a) Applicants must submit a formal application to the Regional District once per year on or before the last calendar day in January; said application to be substantially completed in the form attached hereto as Schedule 'A'.
- b) Applicants must provide year-end financial statements including an income statement and a balance sheet, plus project and operational budgets and quotes for any individual items valued at over \$3,000.
- c) New applicants must provide proof in the form of a membership list that at least 75% of their membership resides in the rural areas which they serve.
- d) At the pleasure of the Electoral Area Directors for the areas, organizations may apply to more than one area for funding if their recreation and/or community association services are provided to residents in more than one community and that their membership is reflective of this.
- e) Failure to provide adequate documentation during the application process and/or comply with the eligibility requirements for funding assistance may jeopardize funding eligibility.
- f) Late applications will not be accepted without the express written permission of the Electoral Area Director for the area in which the organization is making application to.
- g) Applications from new organizations will be accepted by the Regional District for consideration providing they meet the eligibility requirements as set forth in this policy.

5) Eligible Expenses

- a) In Electoral Areas B and C expenses for capital improvements and insurance (for the protection of the public) is permitted.
- b) In Electoral Area E West and the Sub-Regional funding areas, expenses for operations and capital improvements are permitted.
- c) Payment of debt and employee wages is not an eligible expense.
- d) At least three quotes (where available) must be provided for all eligible expenses valued at over \$3,000.

6) Annual Grant Allocations

- a) At the Directors' discretion, grant allocations for each area may be budgeted and provided for youth travel to which the guidelines are attached hereto as Schedule "E".
- b) At the Electoral Area B and C Directors' discretion, grant allocations from Area B and C may be budgeted and provided for the North Peace Regional Gradfest Society for the purpose of hosting safe graduation related events, to which the guidelines are attached hereto as Schedule "F".
- c) At the Electoral Area B Director's discretion grant allocations from Area B may be budgeted and provided for the North Peace 4-H District Council for the purpose of conducting 4-H activities to which the guidelines are attached hereto as Schedule "G".
- d) At the Directors' discretion, grant allocations for each area may be budgeted and provided for post-secondary scholarships and bursaries to which the guidelines are attached hereto as Schedules "H", "I" and "J".
- e) At the Directors' discretion, grant allocations for each area may be budgeted and provided for the rural recreation volunteer banquet to which the guidelines are attached hereto as Schedule "K".

7) Approval Process

- a) The Electoral Area Directors have the sole discretion to accept or reject any application. Applications may be rejected for the following reasons:
 - i. Incomplete or late applications;
 - ii. Failure to maintain society status;
 - iii. Failure to rationalize the need for funding;
 - iv. Failure to prove that the project is in the best interest of the community at large.
- b) Upon approved application by the Electoral Area Director, eligible recreation and community organizations, along with their Electoral Area Directors will meet in the spring of each year to allocate funding to the eligible organizations from the budgeted amount as per the current Financial Plan.
- c) At least one representative from each applicant organization must be in attendance at the adjudication meetings to be eligible to receive a grant-in-aid.
- d) If the total application amount exceeds the annual budget, then the annual budget will be distributed based on consensus of the eligible recreational and community organizations and the Electoral Area Director(s) in attendance at the adjudication meetings.
- e) All organizations that have made an application and have been approved to receive funding by the Regional District will be notified of the meeting date, time and location prior to the meeting.
- f) All applications will be adjudicated based on need and availability of funds in the fiscal year of the established service.

- g) All recommendations of Grant-in-Aid funding allocations must be ratified by the Rural Budgets Administration Committee. The Rural Budgets Administration Committee reserves the right to accept, reject or amend any application at its sole discretion.

8) Recreational and Cultural Grants-in-Aid Budgets

- a) On an annual basis the Directors for each area shall determine the annual budget amount for their area(s) to be included in the Peace River Regional District Financial Plan. This budget amount is subject to Board approval and must be in accordance with tax limitations set forth by bylaw or supplementary letters patent.
- b) A recreational and cultural grants-in-aid budget amount will be provided separately for each area as follows:
 - i. Electoral Area B
 - ii. Electoral Area C
 - iii. Electoral Area E West
 - iv. A defined portion of Electoral Area E and D known as South Peace Sub-Regional as shown on Schedule "L" to this policy and is combined with a service area including the City of Dawson Creek and the Village of Pouce Coupe

9) Unallocated Funds

- a) Any funds that are not allocated from the annual requisition for a funding area shall be utilized to reduce the tax requisition in the next calendar year.

10) Unspent Funds

- a) Organizations must utilize allocated funds within three years of ratification by the Rural Budgets Administration Committee and will not be permitted to carry over funds past three years.
- b) Any funds not claimed by an organization after three years will be returned to the funding area by resolution of the Rural Budgets Administration Committee and utilized to reduce the tax requisition in the next calendar year.

11) Claim Reimbursement

- a) Approved applications will receive funds by claim reimbursement after August 1st of each year once funding allocations are ratified by the Rural Budgets Administration Committee.
- b) Approved applications must provide proof of costs by submitting invoices and a completed claim form attached hereto as Schedule 'B'.
- c) All invoices submitted for expense claim reimbursement must be from the same year or later that funds were approved. Claims may not be made for goods or services incurred in the years previous to the grant's approval.
- d) In exceptional circumstances, organizations may request in advance the total or partial payment of the approved grant from the Regional District. If the funds are approved for release prior to August 1st in any year, Regional District interim financing costs will be charged. Organizations must make this request in writing to the Chief Financial Officer.

12) Sources of Revenue

- a) Organizations shall be responsible to raise supplementary funds for major capital projects and operations by seeking other funding sources including but not limited to donations, corporate sponsorships, applications to other government agencies or general fundraising.
- b) The Peace River Regional District shall not be a sole source of revenue for any recreation or community association.
- c) Organizations must show in their application all sources of revenue.

13) Annual Reports

- a) All organizations that receive Recreational and Cultural Grants-in-Aid must complete an Annual Report as attached hereto as Schedule “C” by the last calendar day in January to be submitted with their Grants-in-Aid application.
- b) Funds for the current year will not be reimbursed to an organization until any outstanding Annual Reports for that organization have been received by the Regional District.
- c) Photos must be provided showing capital projects completed with Recreational and Cultural Grants-in-Aid funds.

14) Funding Amendments

- a) Organizations may apply for funding amendments by completing the Funding Amendment Form attached hereto as Schedule ‘D’, and only in such circumstances that:
 - i. they have completed their project with the funds allocated and they have outstanding funds remaining; or,
 - ii. an emergency has arisen and failure to remediate the problem will result in an inability to operate.
- b) The Rural Budgets Administration Committee will have the sole discretion on whether to approve or deny any funding amendments.
- c) Funds cannot be amended to pay off debt.

15) General

- a) Recreational and Cultural Grants-in-Aid policies can only be made by the Rural Budgets Administration Committee and are subject to Board approval as set forth in Bylaw no. 1166, 1998.
- b) Organizations hosting annual recreational and Cultural Grants-in-Aid meetings will be paid a hosting stipend.

16) Limitations

- a) Tower Lake Community Association is not eligible to receive Recreational and Cultural Grants-in-Aid as they are outside of the existing service area.

17) Recognition

- a) Grant recipients will recognize the financial contributions of the Regional District by prominently displaying a certificate or plaque.
- b) Associations that maintain websites, social media sites and/or membership newsletters will provide Regional District with recognition in the form of prominently displaying a note of thanks next to the Regional District's logo.
- c) Grant recipients may be requested to issue a joint press release and photo with the Regional District from time to time.

NORTH PEACE SECONDARY SCHOOL R 12

79304 - 86 Street
Fort St. John, B.C.
V1J 6L9

School District No. 60
(Peace River North)

Phone: (250) 785-4429, ext. 251
Fax: (250) 785-0109
E-mail: redgington@prn.bc.ca

January 9, 2017

Ms. Karen Goodings
Peace River Regional District Electoral Area "B"
9912 - 106 Avenue
Fort St. John, BC V1J 2N9

Dear Ms. Goodings

Last year your organization generously made the following award(s) available to graduating students at North Peace Secondary School.

Award: Peace River Regional District Electoral Area "B" Bursary

Value: \$1,000.00 Number of Awards: 1

Eligibility: Resident of electoral area "B" for a minimum of 12 consecutive months prior to bursary application. A copy of the application to post secondary or proof of acceptance must be included in the bursary application. Awarded on the basis of residency, academic standing, community involvement, financial need and acceptance at a post-secondary institution.

Selection: By your organization's Selection Committee ☐ (Check your
By the school's Selection Committee ☐ preference)
Email applications to: _____

Would you kindly confirm your intention once again either to provide an identical award under the conditions noted above or an award with changes. If you provide written information to be given to student applicants, please check the attached for accuracy and include an updated version with your return information. Please send your reply by January 31 so that we might publish the list of awards for our graduating students the beginning of March. Please note we have converted our student application process to a digital format. We will send applications to sponsors via email. If your committee would prefer to receive student applications in printed format please let us know by the January 31 deadline and we will accommodate this request. We intend to make student applications available to your selection committee by May 5 and would like recipient names returned by May 26.

You have provided us with an electronic or paper version of a visual representation of your business or organization in the form of a picture, logo, or both. If this representation has changed please forward the new version to us by May 15.

This year's ceremonies will be held on Friday, June 16, 2017 at 1:30 p.m. at the North Peace Rec Centre (Main Arena). Please consider this a formal invitation to attend.

Thank you again for the valuable assistance you provide to our students each year.

Ray Lynn Edgington

March 9, 2017

NORTH PEACE SECONDARY SCHOOL

79304 - 86 Street
Fort St. John, B.C.
V1J 6L9

School District No. 60
(Peace River North)

Phone: (250) 785-4429, ext. 251
Fax: (250) 785-0109
E-mail: redgington@prn.bc.ca

January 9, 2017

Mr. Brad Sperling
Peace River Regional District Electoral Area "C"
9912 - 106 Avenue
Fort St. John, BC V1J 2N9

Dear Mr. Sperling

Last year your organization generously made the following award(s) available to graduating students at North Peace Secondary School.

Award: Peace River Regional District Electoral Area "C" Scholarship

Value: \$1,000.00 Number of Awards: 1

Eligibility: Resident of electoral area "C" for a minimum of 12 consecutive months prior to scholarship application. A copy of the application to post secondary or proof of acceptance must be included in the scholarship application. Awarded on the basis of residency, academic standing, community involvement and acceptance at a post-secondary institution.

Selection: By your organization's Selection Committee ☐ (Check your
By the school's Selection Committee ☐ preference)
Email applications to: _____

Would you kindly confirm your intention once again either to provide an identical award under the conditions noted above or an award with changes. If you provide written information to be given to student applicants, please check the attached for accuracy and include an updated version with your return information. Please send your reply by January 31 so that we might publish the list of awards for our graduating students the beginning of March. Please note we have converted our student application process to a digital format. We will send applications to sponsors via email. If your committee would prefer to receive student applications in printed format please let us know by the January 31 deadline and we will accommodate this request. We intend to make student applications available to your selection committee by May 5 and would like recipient names returned by May 26.

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This year's ceremonies will be held on Friday, June 16, 2017 at 1:30 p.m. at the North Peace Rec Centre (Main Arena). Please consider this a formal invitation to attend.

Thank you again for the valuable assistance you provide to our students each year.

Ray Lynn Edgington

March 9, 2017



Dawson Creek Secondary School

South Peace Campus: 10808 - 15th St. — Dawson Creek, BC V1G 3Z3

Phone: (250) 782 5585

Fax: (250) 782 7221



February 14, 2017

Peace River Regional District
1981 Alaska Highway
Dawson Creek, BC V1G 4H4

Dear **Diana Mitchell**,

Last year, your organization generously made the following award(s) available to graduating students at Dawson Creek Secondary School, South Peace Campus.

Award: South Peace Sub Regional Rural Academic Scholarship

1 award(s) for \$1500. A total value of \$1500

Eligibility: Planning to pursue academic post-secondary education and has been a resident for one year, in Area "D" or "E" within the South Peace Sub Region. Proof of registration required.

Last year the selection of a recipient for this award was made by the school committee.

If you wish to change that for this year please indicate here. _____

Presenter's Name: _____

Presenter's Telephone Number: _____

Would you kindly confirm your intention once again either to provide an identical award under the conditions noted above or an award with changes.

Please send your reply by **April 3, 2017** so that I can update the list of available awards for our graduating students. Address and Fax are noted above or if you prefer you can e-mail to ksmith@sd59.bc.ca.

The date and time of this year's **Awards Ceremony and Tea is Tuesday June 20, 2017 at 7:00 PM** in Unchagah Hall. We look forward to your participation.

Thank you again for the valuable assistance you provide to our students each year. If you have any questions please give me a call at 250.782.5585.

Sincerely,

Mrs. Karen Smith
DCSS Counsellor- South Peace Campus
ksmith@sd59.bc.ca

March 9, 2017



Dawson Creek Secondary School

South Peace Campus: 10808 - 15th St. — Dawson Creek, BC — V1G 3Z3

Phone: (250) 782 5585

Fax: (250) 782 7221



February 14, 2017

Peace River Regional District
1981 Alaska Highway
Dawson Creek, BC V1G 4H4

Dear Diana Mitchell,

Last year, your organization generously made the following award(s) available to graduating students at Dawson Creek Secondary School, South Peace Campus.

Award: South Peace Sub Regional Rural Trades Bursary

1 award(s) for \$1500. A total value of \$1500

Eligibility: Planning to pursue post-secondary education in the trades and has been resident for one year, in Area "D" or "E" within the South Peace Sub Region. Proof of registration required.

Last year the selection of a recipient for this award was made by the school committee.

If you wish to change that for this year please indicate here. _____

Presenter's Name: _____

Presenter's Telephone Number: _____

Would you kindly confirm your intention once again either to provide an identical award under the conditions noted above or an award with changes.

Please send your reply by **April 3, 2017** so that I can update the list of available awards for our graduating students. Address and Fax are noted above or if you prefer you can e-mail to ksmith@sd59.bc.ca.

The date and time of this year's **Awards Ceremony and Tea is Tuesday June 20, 2017 at 7:00 PM** in Unchagah Hall. We look forward to your participation.

Thank you again for the valuable assistance you provide to our students each year. If you have any questions please give me a call at 250.782.5585.

Sincerely,

Mrs. Karen Smith
DCSS Counsellor- South Peace Campus
ksmith@sd59.bc.ca

March 9, 2017



PEACE RIVER REGIONAL DISTRICT

Grants to Community Organizations - Special Event Grant Application Form -

Name of Organization: NORTH PEACE REGIONAL GRAD FEST SOCIETY

Address
(Include postal code): PO BOX 217 DOWNTOWN RPO
FORT ST JOHN BC V1J 0K9

Name of Contact Person: MICHELLA BRAUN

Telephone Number: 250-262-2700

Email address: NPSSGRADFEST@GMAIL.COM

Society Registration #: S-34640

Name of Event: GRAD FEST 2017

Type of Event: DRY GRAD CELEBRATION

Grant request amount: \$ 2000.00

Has your organization applied for
funding from another source? Yes ☒ No ☐

Who will it serve: GRADUATES IN THE NORTH PEACE REGION

How many will attend: 500

What is economic benefit to area: THESE GRADUATES AND THEIR FRIENDS

ARE OUR COMMUNITIES' FUTURES. THEY ARE OUR FUTURE

CIVIC LEADERS, BUSINESS PEOPLE, EMPLOYEES, AND VOLUNTEERS

AND THEIR WELL-BEING IS IMPORTANT TO US ALL.

This application must include the previous year's financial statements, if available, and an event budget.

The applicant must submit within ninety (90) days of event completion a final financial statement for the event.

OFFICE USE ONLY:

Amount approved: \$ _____

GL Code: _____

Date: _____



Grad Fest 2017

A Community-Sponsored Celebration for the graduates of FSJ and area.

Dear Peace River Regional Districts B and C:

The North Peace Regional Grad Fest Society is provincially-registered, non-profit group dedicated to providing a safe, fun and memorable event for the graduating students of the North Peace Region.

We invite students from North Peace Senior Secondary, Prespatou Elementary/Secondary, Christian Life, and Hudson Hope Elementary/Secondary to attend this alcohol- and drug-free evening. Each graduate is permitted to bring two guests to share their celebration of thirteen years of dedication and hard work - in the years past, as many as 1000 youths have enjoyed this annual event!

As you can imagine, the event will take months of planning, countless volunteer hours and plenty of community support. The fundraising, decorating, activities, and prize committees have been hard at work since October, hoping to make the 28th Annual Grad Fest a resounding success. Some of the things we have planned this year include large inflatable activities, carnival games, trike races, virtual reality demonstrations, and plenty of food and beverages to keep those hungry teens well-fed for the evening!

The Grad Fest Society would like to thank the PRRD for their generous grants in previous years. Your support has been amazing and we can't tell you how much it's been appreciated. Please see the next page some pictures we took as we set up for last year's festivities!

Once again, we are looking to the community to help us support the dedicated volunteers as they prepare for this year's Grad Fest on June 16th, 2017. We are asking for a donation from the PRRD to help assist with this event - please join us in making this year's celebration truly memorable for our community!

The graduates of 2017 and the 2017 Grad Fest Committee thank you for your consideration of our request and look forward to hearing from you soon.

Sincerely,

Michella Braun, Chair
Phone 250-262-2700
npssgradfest@gmail.com

North Peace Regional Grad Fest Society Box 217, RPO Downtown, Fort St. John, BC V1J 0K9

March 9, 2017

Grad Fest 2016



Registration



Blackjack Tables



Beverages



Entrance into the curling rink



Spinning Wheel



Minute to Win It



Photo booth



Prizes!



Velcro Wall



Laser Tag



Cash Cab



Mechanical Bull

March 9, 2017

GRAD FEST 2017 BUDGET AND COMPARATIVE

COMMITTEE EXPENSES	2016 Budget	2016 Actual	2017 Budget
Construction	500.00	93.65	500.00
Activities	16,000.00	12,456.27	16,000.00
Venue	2,300.00	2,100.00	2,300.00
Clean-up	100.00	500.00	100.00
Security	500.00	735.00	500.00
First Aid	100.00	0.00	100.00
Registration	150.00	0.00	150.00
Publicity	1,000.00	0.00	1,000.00
Tickets & Gifts (tangible)	4,000.00	0.00	4,000.00
Fundraising	400.00	0.00	400.00
Prizes	15,000.00	13,390.18	15,000.00
Donated Prizes			
Coat Check	100.00	0.00	100.00
Thank-you & Receipts	400.00	262.50	400.00
Food	2,000.00	1,336.58	2,000.00
Beverage	1,000.00	90.13	1,000.00
Decoration	2,000.00	1,047.92	2,000.00
Insurance Venue	750.00	0.00	750.00
Storage Locker	1,020.00	1,020.00	1,020.00
Mail box	287.00	188.80	287.00
Bursary	2,000.00	2,000.00	2,000.00
Miscellaneous	1,500.00	44.80	1,500.00
Totals	51,107.00	35,265.83	51,107.00