



PEACE RIVER REGIONAL DISTRICT
SPECIAL Rural Budgets Administration Committee Meeting

A G E N D A

Wednesday, February 27, 2019
at the Regional District Office Breakroom, 1981 Alaska Avenue,
Dawson Creek, BC **9:45 am**

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1. **CALL TO ORDER** - Director Sperling to Chair the Meeting
 2. **ADOPTION OF AGENDA:**
 3. **REPORTS:**
R-1 February 20, 2019 – Report from Tyra Henderson, Corporate Officer and Lyle Smith, CFO – Clearview
Arena Budget
 4. **ADJOURNMENT:**



REPORT

To: Rural Budgets Administration Committee

Date: February 20, 2019

From: Tyra Henderson, Corporate Officer & Lyle Smith, Chief Financial Officer

Subject: Clearview Arena Budget

RECOMMENDATION #1:

That the Rural Budgets Administration Committee approve a contribution of \$5,985, from Area B Fair Share funds, to assist with operational costs of the Clearview Arena service in 2019.

RECOMMENDATION #2:

That the Rural Budgets Administration Committee recommend that the Regional Board convert the Clearview Artificial Ice function to an establishment bylaw.

BACKGROUND/RATIONALE:

The Clearview Arena has operated since the 1970's. This year, the annual operating budget submitted by the Clearview Arena Society - that operates the facility on behalf of the Peace River Regional District and School District No 60 - was \$135,000, which is consistent with their funding in 2018. In 2019, the overall expenses for the service have increased due to wages, benefits and administration fee allocations. In the past, the wages and benefits were not allocated to this function and the administration fee was only \$1,000. The result is that the total funds to be requisitioned from the service area, \$157,234, exceeds the maximum amount allowable under the bylaw of \$151,250.

The function operates as a continuing service that was originally approved via a specified area bylaw. A conversion bylaw compliant with the *Local Government Act* must be adopted to allow any changes to the maximum budget, or the manner in which funding is obtained. A conversion bylaw requires approval of the Ministry of Municipal Affairs after third reading and prior to adoption, which is not possible prior to consideration of the Peace River Regional District Financial Plan Bylaw on March 14, 2019. Staff will prepare a conversion bylaw later this year.

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee approve a contribution of \$5,985, from Area B Peace River Agreement funds (spending item # 2 - Arenas), to assist with operational costs of the Clearview Arena service in 2019.
2. That the Rural Budgets Administration Committee approve a contribution of \$5,985, from Area B BC Rail/PRA funds, to assist with operational costs of the Clearview Arena service in 2019.
3. That the Rural Budgets Administration Committee decrease the grant to the Clearview Arena Society from \$135,000 to \$129,015.

Staff Initials:

Dept. Head:

CAO:

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4. That the Rural Budgets Administration Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☐ Ensure that the Solid Waste Management Plan is operating on a fiscally defensible basis.
- ☐ Ensure effective execution of Public Safety and Emergency Services initiatives.
- ☐ Foster Collaboration on services with municipalities and electoral areas.
- ☐ Establish a strategy for coordinated advocacy on identified issues.
- ☐ Manage parks and trails in the region.
- ☐ Support the agricultural industry within the regional district.
- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

The following is the draft expenditure budget for the Clearview Arena. Capital and the Clearview Arena Assessment is being funded from Area B Peace River Agreement funds. In 2018, there was a surplus of \$5,100, which has reduced the requisition for 2019.

The maximum amount that can be requested from the service area is \$151,250 and the total required for requisition from the service area for 2019 is \$157,235.

			2019 Budget
1000	General Expenditures		185,071
01-2-1000-1010	Wages		8,676
01-2-1000-1030	Benefits		2,603
01-2-1000-3150	Grant to organization		135,000
01-2-1000-2050	Miscellaneous		5,000
01-2-1000-5060	Studies, Plans & Assessments (Clearview Arena Assessment)		24,714
01-2-1000-2065	Insurance - Property		8,358
01-2-1000-2070	Insurance Liability		720
1150	Allocations		1,978
01-2-1150-1160	Administration Fees		1,978
8500	Capital		300,000
01-8-8500-8504	Capital - Building w/ Foundations		300,000
Total Category Expenditures			487,048

COMMUNICATIONS CONSIDERATION(S):

The Clearview Arena Society will be notified of the Committee's decision.

OTHER CONSIDERATION(S):

None.