



PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING
MINUTES

DATE: July 19, 2018

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: Directors
Director Karen Goodings, Electoral Area B, Meeting Chair
Director Brad Sperling, Electoral Area C
Director Dan Rose, Electoral Area E
Director Leonard Hiebert, Electoral Area D

Staff
Shawn Dahlen, Chief Administrative Officer
Lyle Smith Chief Financial Officer
Tyra Henderson, Corporate Officer
Fran Haughian, Communications Manager
Crystal Brown, Electoral Area Manager
Trish Morgan, General Manager of Community Services
Kelsey Bates, Executive Assistant

Delegations
Marsha Stewart, Executive Director, Dawson Creek Art Gallery
Barbara Swail, President, South Peace Arts Society

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

DIRECTORS NOTICE OF NEW BUSINESS: None.

ADOPTION OF AGENDA:

July 19, 2018 Agenda MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee Meeting agenda for the July 19,
2018 meeting, be adopted:

1. CALL TO ORDER - Director Goodings to Chair the Meeting
2. DIRECTORS NOTICE OF NEW BUSINESS:
3. ADOPTION OF AGENDA:
4. ADOPTION OF MINUTES:
M-1 Rural Budgets Administration Committee Meeting of June 21, 2018
5. BUSINESS ARISING FROM THE MINUTES:
6. DELEGATIONS:
D-1 (10:15 am) Marsha Stewart, Executive Director, Dawson Creek Art Gallery and
Barbara Swail, President, South Peace Arts re: South Peace Arts Society
Programs
7. CORRESPONDENCE:
C-1 Letter from Sierra Neuls – Thank You
C-2 Letter from Conor Riley – Thank You
C-3 Letter from T Nichols – Thank you
8. REPORTS:
R-1 June 7, 2018 – Report from Jill Rickert, Community Services Coordinator –
Cemetery Grant Request – Flatrock Community Cemetery Society

Adoption of Agenda Continued

- R-2 June 11, 2018 – Report from Jill Rickert, Community Services Coordinator – Youth travel – Dawson creek Secondary, Track and Field
- R-3 July 6, 2018 – Report from Crystal Brown, Electoral Area Manager – Remuneration Bylaw No. 2304, 2017
- R-4 July 9, 2018 – Report from Jill Rickert, Community Services Coordinator – Grant Application – Greunfeld Cemetery
- R-5 July 9, 2018 – Report from Jill Rickert, Community Services Coordinator – Grant Application – Groundbrich Cemetery Committee
- R-6 July 9, 2018 – Report from Jill Rickert, Community Services Coordinator – Grant Application – South Peace Arts Society, Dawson Creek Art Gallery
- R-7 July 10, 2018 – Report from Kelsey Bates, Executive Assistant – Authorization to Attend the 2018 UBCM Convention
- R-8 July 3, 2018 - Report from Shawn Dahlen, Acting CAO – Environmental Quality Sub-Stream Grant Program
- 9. DISCUSSION ITEMS:
- 10. NEW BUSINESS:
- 11. COMMUNICATIONS:
- 12. DIARY:
DIA-1 Diary Items
- 13. ADJOURNMENT:

CARRIED

ADOPTION OF MINUTES:

M-1
June 21, 2018 RBAC
Minutes

MOVED Director Rose, SECONDED Director Hiebert,
That the Rural Budgets Administration Committee Meeting Minutes of June 21, 2018 be adopted.

CARRIED

BUSINESS ARISING:

None.

Vary the Agenda

The Chair varied the Agenda to Correspondence.

CORRESPONDENCE:

C-1
Sierra Neuls – Thank
You

MOVED Director Rose, SECONDED Director Sperling,
That the Rural Budgets Administration Committee receive the thank you letter from Sierra Neuls for information.

CARRIED

C-2
Conor Riley – Thank
You

MOVED Director Hiebert, SECONDED Director Rose,
That the Rural Budgets Administration Committee receive the thank you letter from Conor Riley for information.

CARRIED

C-3
T Nichols – Thank you

MOVED Director Rose, SECONDED Director Hiebert,
That the Rural Budgets Administration Committee receive the thank you letter from T Nichols for information.

CARRIED

REPORTS:

R-1
June 7/18 – Cemetery
Grant Request –
Flatrock Community
Cemetery Society

MOVED Director Sperling, SECONDED Director Rose,
That the Rural Budgets Administration Committee authorize a grant in the amount of \$5,273.10, with \$1,000 from Electoral Area B Cemetery funds and \$4,273.10 from Electoral Area B BC Rail funds, to be issued to the Flatrock Community Cemetery Society to assist with the expenses of installing a perimeter fence around the cemetery.

CARRIED

R-2
June 11/18 – Youth
Travel – Dawson Creek
Secondary, Track and
Field

MOVED Director Hiebert, SECONDED Director Rose,
That the Rural Budgets Administration Committee approve the travel request from the Dawson Creek Secondary School Track and Field Team, and authorize a grant in the amount of \$150 to assist with the costs of attending the BC High School Track and Field Provincial Championships being held from May 31 – June 2 at McLeod Stadium in Langley, BC; further, that funding be provided from Sub-Regional Youth Travel.

CARRIED

Vary the Agenda

MOVED Director Rose, SECONDED Director Hiebert,
That the Agenda be varied to item R-4.

CARRIED

R-4
July 9/18 – Grant
Application – Greunfeld
Cemetery

MOVED Director Sperling, SECONDED Director Hiebert,
That the Rural Budgets Administration Committee approve a grant in the amount \$856 to the Old Colony Mennonite Church, to be issued from Electoral Area B Cemetery funding, for driveway improvements to the Greunfeld Cemetery.

CARRIED

R-5
July 9/18 – Grant
Application –
Groundbirch Cemetery
Committee

MOVED Director Rose, SECONDED Director Hiebert,
That the Rural Budgets Administration Committee approve a grant in the amount \$1,000 to the Groundbirch Cemetery Committee, to be issued from Electoral Area E, Cemetery funding, for ground maintenance and lawn care.

CARRIED

Vary the Agenda

The Chair varied the Agenda to item R-7.

R-7
July 10/18 –
Authorization to
Attend the 2018 UBCM
Convention

MOVED Director Rose, SECONDED Director Hiebert,

1. That the Rural Budgets Administration Committee authorize the Electoral Area Directors to attend the 2018 UBCM Conference, and all associated meetings and events; and
2. That the Electoral Area Directors confirm their attendance by completing and returning the UBCM registration form to the Executive Assistant by July 26, 2018; and
3. That the Electoral Area Directors confirm their travel arrangement with the Executive Assistant no later than August 1, 2018.

CARRIED

R-8
July 17/18 –
Environmental Quality
Sub-Stream Grant
Program – Allocation of
Costs

MOVED Director Sperling, SECONDED Director Rose,
That the Rural Budgets Administration Committee approve the maximum cost of
\$5,000 for Urban Systems to prepare and submit the grant application on behalf of
the Peace River Regional District, for the Charlie Lake Reclaimed Water Facility,
through the *Canada-British Columbia Investing in Canada Infrastructure Program-Green
Infrastructure: Environmental Quality Sub-Stream Program*, further, that it be
funded out of Area C PRA.

CARRIED

MOVED Director Sperling, SECONDED Director Rose,
That the Rural Budgets Administration Committee commit funding for the portion of
the Charlie Lake Reclaimed Water Facility project that is not eligible under the
*Canada-British Columbia Investing in Canada Infrastructure Program-Green
Infrastructure: Environmental Quality Sub-stem Program*, estimated at 26.67% of the
total project cost, which is up to a maximum of \$2 million.

CARRIED

The Corporate Officer joined the meeting.

The Delegation joined the meeting.

Vary the Agenda

The Chair varied the Agenda to hear the scheduled delegation at 10:15 am.

DELEGATIONS:

Marsha Stewart, Executive Director, Dawson Creek Art Gallery and Barbara Swail,
President, South Peace Arts Society attended to provide the Committee with an
overview of the South Peace Arts Society and its programs.

The Art Gallery was discussed:

- It is an iconic building the region.
- It is a regional gallery, showcasing art for all communities in the PRRD.
- Artists receive commissions for sales.
- 11 exhibition per year - local, regional and national.
- Hosts concerts and events.
- Accessibility to the art classes at the top of the stairs is an issue.
- Bathrooms are not accessible.
- Capacity to offer more programs in the building is not possible due to space limitations.

The Society was discussed:

- 331 paid voting members of the Society
- 135 are from rural and the rest are spread across the region, province and country.
- It involves the Public Library, the Art Gallery, the Calvin Kruk Centre for the Arts and Tourism to extend to its reach and energy.
- Received Rural Dividend Grant funding and is developing a strategic plan.

Programs were discussed:

- Art education programs for kids and adults, and professional development.
- Going past the walls of gallery. Art outreach for people who can't come to the

gallery, for example, due to mental health and addictions issue. They intend to bring expression art pop up programs to other community facilities, such as the Friendship Centre.

- Looking at pop up programs in rural areas, for example the Doe River Hall.

The Committee offered various grant and funding suggestions.

Vary the Agenda

The Delegation left the meeting and the Chair returned to item R-6.

R-6
July 9/18 – Grant
Application – South
Peace Arts Society,
Dawson Creek Art
Gallery

MOVED Director Hiebert, SECONDED Director Rose,
That the Rural Budgets Administration Committee approve a grant in the amount of \$12,000 to the South Peace Arts Society, with 25% to be issued from Electoral Area E Peace River Agreement Funds (Spending Item #7 Libraries, Museums and Art Galleries) and 75% to be issued from Area D Peace River Agreement Funds, upon the request and receipt of bank statements from the Society outlining assets and liabilities. These fund are to be used to support Exhibition and Outreach Art Programs offered through the Dawson Creek Art Gallery.

CARRIED

Vary the Agenda

The Chair returned to item R-3.

R-3
July 6/18 –
Remuneration Bylaw
No. 2304, 2017

MOVED Director Rose, SECONDED Director Hiebert,
That the Rural Budgets Administration Committee recommend staff include the following amendment during the proposed revision of the Remuneration Bylaw 2304, 2017 and all related policies:

All Electoral Area Directors are authorized to attend the UBCM and NCLGA conventions annually, and two Electoral Area Directors are authorized to attend FCM annually.

CARRIED

DISCUSSION ITEMS:

None.

NEW BUSINESS:

None.

COMMUNICATIONS:

The Committee advised that they would like the Art Gallery grant included in the Board Highlights.

DIARY:

MOVED Director Rose, SECONDED Director Hiebert,
That Kordyban Lodge be removed from the Diary.

CARRIED

ADJOURNMENT:

The Chair adjourned the meeting at 11:24 am