



**PEACE RIVER REGIONAL DISTRICT**  
**Rural Budgets Administration Committee Meeting**

**A G E N D A**

Thursday, August 16, 2018  
at the Regional District Office Boardroom, 1981 Alaska Avenue,  
Dawson Creek, BC **following the EADC Meeting**

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1. CALL TO ORDER - Director Sperling 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 July 19, 2018
5. BUSINESS ARISING FROM THE MINUTES:
6. DELEGATIONS:
7. CORRESPONDENCE:  
C-1 Thank You Card – Jordan Regino – NLA HCA Student  
C-2 August 1, 2018 – John Marion Natural Gas Extension Grant Application
8. REPORTS:  
R-1 July 23, 2018 – Report from Jill Rickert, Community Services Coordinator – Grant Request – Chetwynd Communications Society  
R-2 July 26, 2018 – Report from Jill Rickert, Community Services Coordinator – Grant Request – Tomslake & District Volunteer Fire Department  
R-3 July 26, 2018 – Report from Jill Rickert, Community Services Coordinator – Grant Request – City of Dawson Creek, Summer Swim Program  
R-4 August 13, 2018 – Report from Jennifer Rudyk, Finance Clerk – July 2018 Financial Report (Late item, to be handed out)  
R-5 July 18, 2018 - Jill Rickert, Community Services Coordinator - Grant Request - North Peace Family SuperPark Society (Handout)
9. DISCUSSION ITEMS:
10. NEW BUSINESS:  
NB-1 July 31, 2018 - Force Engineering Group Inc. - Clearview Arena Phase II Structural Review
11. COMMUNICATIONS:
12. DIARY:  
DIA-1 Diary Items
13. ADJOURNMENT:



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 D 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

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Director Karen Goodings, Chair

---

Kelsey Bates, Executive Assistant

*Tender Thoughts*

18684388  
TTCV24638900M  
©AGC, LLC

Thank  
you



DEAR SIR,

I WOULD LIKE TO TAKE THIS  
OPPORTUNITY TO THANK YOU FOR THE  
SCHOLARSHIP AWARD THAT YOU HAVE  
GIVEN ME WHEN I AM TAKING  
MY HEALTH CARE ASSISTANT PROGRAM.  
IT HELPED ME A LOT WITH MY FINANCIAL  
ASSISTANCE. REST ASSURED I WILL  
USE MY CHOSEN PROFESSION TO HELP  
OUR PEOPLE IN OUR COMMUNITY.  
ONCE AGAIN, THANK YOU VERY MUCH.

TRULY YOURS,  
JORDAN REGINO  
(NLC HCA Graduate)



PEACE RIVER REGIONAL DISTRICT  
FAIR SHARE



Received by Email

NATURAL GAS EXTENSION GRANT APPLICATION

| Applicant (Customer) Information                                                                                                                                                 |                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|
| Property Owner Name                                                                                                                                                              | John Marion                                      |
| Mailing Address                                                                                                                                                                  | Box 2052                                         |
|                                                                                                                                                                                  | Dawson Creek BC V1G 4K8                          |
| Telephone Number                                                                                                                                                                 | 2507823711 or 2507845704                         |
| Legal Description                                                                                                                                                                | 78 Part SW 1/4, Section 25, Township 78, Range 5 |
| Electoral Area served                                                                                                                                                            | D                                                |
| By signing below, the applicant is confirming that his/her portion of the mainline extension costs is available for payment to the appropriate Natural Gas Distribution Company. |                                                  |
| Signature of Applicant (Customer)                                                                                                                                                | <i>John Marion</i>                               |
| Date                                                                                                                                                                             | Aug 1 / 2018                                     |

Actual Cost of Mainline Extension

|   |                                   |           |
|---|-----------------------------------|-----------|
| A | Actual Cost of Mainline Extension | \$ 12210. |
| B | Less: Gas Company's Contribution  | \$ 4548.  |
| C | Total Cost to Property            | \$ 7662.  |

Electoral Area Contribution:

|   |                               |             |
|---|-------------------------------|-------------|
| D | 75% of Total Cost to Property | \$ 5,746.50 |
| E | Less: Other Contributions     | \$          |
| F | Remaining Balance             | \$ 5,746.50 |
| G | Maximum Electoral Area Grant  | \$ 5,000.00 |

|   |                                        |             |
|---|----------------------------------------|-------------|
| H | TOTAL GRANT PAYABLE (Lesser of F or G) | \$ 5,000.00 |
| I | Cost to Property Owner                 | \$ 2,662.00 |
| J | (minimum 25%)                          | 35 %        |

| For Natural Gas Company Use Only                   |                               |
|----------------------------------------------------|-------------------------------|
| Application completed by                           |                               |
| Shawn Petersen<br>Gas Company Representative Name: | 250-784-8532<br>Phone Number: |
| For Regional District Use Only                     |                               |
| Date approved by Regional District                 | By: <i>J. Morgan</i>          |

*[Signature]*



# REPORT

To: Rural Budgets Administration Committee

Date: July 23, 2018

From: Jill Rickert, Community Services Coordinator

Subject: Grant Request – Chetwynd Communications Society

## RECOMMENDATION #1:

That the Rural Budgets Administration Committee approve a grant to Chetwynd Communications Society in the amount of \$40,000, payable from Electoral Area E Peace River Agreement funds, Spending Item 4 – Assistance to Other Organizations, to assist with the cost of a new roof for the 4-Peaks Building.

## BACKGROUND/RATIONALE:

The Chetwynd Communications Society works to provide radio (Peace FM) and television (CHET-TV) services to those who live, work and play in Chetwynd and the surrounding area. The Society owns and operates out of the 4-Peaks Building, which is in need of a new roof due to issues from several leaks. The roof is approximately 3200 square feet and the total cost of the project is \$63,757, with a completion date set for October 2018. The Society is asking for a total grant contribution of \$40,000 (62% of total project costs) with the funding to be paid over two years at \$20,000 each year.

Staff are recommending the Committee authorize the grant of \$40,000 payable by claim reimbursement once the project is completed, instead of a multi-year grant. If the project was to be completed over a two year period, a multi-year grant would likely be most suitable; however, since the roof will be completed this year, it is more conducive to a one time grant. In discussion with the applicant, they have indicated there is no financial need for the grant to be paid out over two years but rather they felt the Committee might find this a more suitable option.

Other Regional District funding provided to the Society includes:

- A Gas Tax grant of \$30,435 in 2012 for the installation of energy efficient windows and doors;
- A Rural Fair Share Loan of \$275,000 for the purchase of the 4-Peaks Building;
- \$34,998 paid annually for CHET TV;
- \$222,100 with payments disbursed monthly for Scramble Vision.

Funding for CHET TV and Scramble Vision is generated through tax requisition and budgeted as part of the 2018 Annual Financial Plan.

## ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee authorize a two year multi-year grant in the amount of \$40,000, payable from Electoral Area E Peace River Agreement funds, Spending Item 4 – Assistance to Other Organizations, to be issued to Chetwynd Communications Society to assist with the cost of a new roof for the 4-Peaks Building, with \$20,000 being paid in 2018 and \$20,000 being paid in 2019.

Staff Initials:  Dept. Head:  CAO: 

2. That the Rural Budgets Administration Committee deny the grant application from Chetwynd Communications Society and provide further direction to staff.

**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 balance of Electoral Area E, Peace River Agreement funds was \$1,120,574.35 as of June 2018.

**COMMUNICATIONS CONSIDERATION(S):**

The applicant will be notified in writing of the Rural Budgets Administration Committee's decision, and if supported will be asked to ensure the Peace River Regional District contribution is recognized.

**OTHER CONSIDERATION(S):**

None.

**Attachments:**

1. Grant Request – Chetwynd Communications Society



# PEACE RIVER REGIONAL DISTRICT

## GRANT APPLICATION FORM

Society #: 15320

Community Club or Group Name: Chetwynd Communications Society

Mailing Address: Box 973

City: Chetwynd, BC

Postal Code: V0C1J0

Civic Address: 4612 North Access Road, Chetwynd, BC

Contact Person: Leo Sabulsky

Alternate Person: Jackie Fowler

Tel: 250-788-6344

Tel:

Fax:

Fax:

Email:

Email:

### CLUB EXECUTIVES

President: Charlie Lasser

Vice President: Leo Sabulsky

Treasurer: Jackie Fowler

### PROJECT COSTS

Total Cost of Project: \$63,757.00

Amount Requested per year: \$40000

For how many years? 1 yr ☐ 2 yrs ☒ 3 yrs ☐

**Describe the project for which your organization is requesting a grant and the reason for your request.**

*If more space is needed, please add it as an attachment to your application.*

The Chetwynd Communication Society in collaboration with the PRRD purchased the 4-Peaks Building and operate community TV and Radio, plus rent for a nominal sum a 40 x 80 square foot shopping area to the TLC Thrift Shop and Training Centre (a CRA Society). Over the past year, we have had leaks in the roof of the building. \$63,757.00 is the quote which will address all roofing concerns. The Chetwynd Communications Society requests \$20,000 per year for two years and will pay the full amount from our surplus account.

Project Budget - \$63,757.00

Year 2018 -work to be done by October. PRRD share: \$20,000

Year 2019 - PRRD share \$20,000\

CCS will pay full amount at the completion of the roof and will wait one year for the additional payment.

Jackie Fowler will provide current financial statements etc.

### ATTACHMENTS REQUIRED:

- Project budget, including all sources of funding
- Current financial statements showing expenses, revenues & savings

Signature of Applicant:

Date: July 9, 2018

### For Office Use Only

Fair Share: B ☐ C ☐ D ☐ E ☐

Gas Tax: ☐

PRA: B ☐ C ☐ D ☐ E ☒

Other: ☐

BCR/PRA: B ☐ C ☐ D ☐ E ☐

### 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



Box 328  
Dawson Creek, BC  
V1G 4G9  
TEL: (250) 782-3467  
FAX: (250) 782-3117

May 28, 2018

Chetwynd Communications Society

102 - 4612 North Access Road

Chetwynd BC, V0C 1J0

**RE: Re-Roof Building**

- clean existing SBS roof membrane
- supply and install Xpress Board cover board mechanically fastened
- supply and install torch applied cap membrane
- supply and install new perimeter membrane and flashings
- clean up our debris

Our price for the above-mentioned work will be \$63,757.00 (Sixty-Three Thousand, Seven Hundred and Fifty Seven Dollars) GST is not included.

We trust this is of good value to the owner and look forward to assisting you with this project. If you have any further questions or concerns do not hesitate to contact the estimator.

A handwritten signature in black ink, appearing to read "Aarin Klein".

Aarin Klein  
Estimator

**NOTE: Quote is valid 30 days from quote date**

# Chetwynd Communications Society

## Balance Sheet As at 31 May, 18

### ASSET

#### CURRENT ASSETS

|                                    |            |                   |
|------------------------------------|------------|-------------------|
| Lakeview Credit Union              | 24,838.13  |                   |
| Scotiabank                         | 327,824.41 |                   |
| Bingo Float Account                | -32.45     |                   |
| Cash over/short Bingo Float Acc... | 35.45      |                   |
| Lakeview C U - Plan 24             | 10,108.58  |                   |
| Lakeview C U Shares                | 150.56     |                   |
| Jet Savings                        | 31.55      |                   |
| LVCU High Interest Savings Ac...   | 415,687.01 |                   |
| CIBC - Guaranteed Investment ...   | 2,000.00   |                   |
| Scotiabank Guaranteed Investm...   | 20,539.81  |                   |
| Cash: Total                        |            | 801,183.05        |
| Accounts Receivable                |            | 336.00            |
| Book Inventory                     |            | 62,494.47         |
| Due To/From PRRD Unscrambled       |            | -211,438.07       |
| <b>TOTAL CURRENT ASSETS</b>        |            | <u>652,575.45</u> |

#### FIXED ASSETS

|                             |             |                   |
|-----------------------------|-------------|-------------------|
| Hasler Transmitter Site     | 38,760.00   |                   |
| Accum Depreciation -Hasler  | -38,760.00  |                   |
| Wabi Transmitter Site       | 181,181.00  |                   |
| Accum Depreciation - Wabi   | -181,181.00 |                   |
| Equipment                   | 48,447.24   |                   |
| A/A - Equipment             | -48,447.24  |                   |
| Four Peaks Building         | 205,057.05  |                   |
| Land of Four Peaks Building | 75,000.00   |                   |
| <b>TOTAL FIXED ASSETS</b>   |             | <u>280,057.05</u> |

**TOTAL ASSET** 932,632.50

### LIABILITY

#### CURRENT LIABILITIES

|                                  |             |                   |
|----------------------------------|-------------|-------------------|
| G S T Paid                       | -106,123.13 |                   |
| G S T Received                   | 19,965.44   |                   |
| G S T Payable                    |             | -86,157.69        |
| Accounts Payable                 |             | 694.60            |
| A/P - S - Year end               |             | 7,303.70          |
| <b>TOTAL CURRENT LIABILITIES</b> |             | <u>-78,159.39</u> |

#### LONG TERM LIABILITIES

|                                   |           |                  |
|-----------------------------------|-----------|------------------|
| Due To PRRD - Building Purchase   | 55,000.00 |                  |
| <b>TOTAL LONG TERM LIABILITES</b> |           | <u>55,000.00</u> |

**TOTAL LIABILITY** -23,159.39

### EQUITY

#### EARNINGS

|                              |            |                   |
|------------------------------|------------|-------------------|
| Retained Earnings            | 795,057.69 |                   |
| Equity in Capital Assets     | 25,096.64  |                   |
| Current Earnings             | 165,989.67 |                   |
| G/L transfer Acct. - Society | -30,352.11 |                   |
| <b>TOTAL EARNINGS</b>        |            | <u>955,791.89</u> |

**TOTAL EQUITY** 955,791.89

**LIABILITIES AND EQUITY** 932,632.50



# REPORT

To: Rural Budgets Administration Committee

Date: July 26, 2018

From: Jill Rickert, Community Services Coordinator

**Subject: Grant Request – Tomslake & District Volunteer Fire Department**

## RECOMMENDATION #1:

That the Rural Budgets Administration Committee authorize a grant in the amount of \$25,000, payable from Electoral Area D, Peace River Agreements Spending Item 6 (Fire Protection), to be issued to the Tomslake and District Volunteer Fire Department for the purchase of a Fire Pack Bush Unit.

## BACKGROUND/RATIONALE:

The Tomslake and District Volunteer Fire Department (TLVFD) is requesting support to replace their bush unit system, a home-built unit which can no longer meet the needs of the department due to its age. The TLVFD would like to purchase a new portable model, one that meets code and will improve their ability to access brush and grass fires within the fire protection area. The TLVFD will have to purchase a new vehicle to hold the new unit at the anticipated cost of \$65,000. The TLVFD states it has secured funding for this expenditure through donations, utilizing their savings and a grant in the amount of \$25,000 from Farm Credit Canada (FCC) AgriSpirit fund.

Funding for the FCC AgriSpirit grant is issued by way of a funding agreement between Farm Credit Canada, the grant recipient, and the Municipality, which in the case of TLVFD, will be the Peace River Regional District. This is a condition of the grant from FCC AgriSpirit since there is no national registration for non-profit organizations.

The TLVFD is a registered not-for-profit society in good standing with the Society Act of BC and meets the eligibility criteria to be considered for a grant under the RBAC Funding Policies. The total cost of this project is \$100,000. Please see the attached grant application and financial information.

## ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee authorize a grant in the amount of \$25,000 payable from Electoral Area D, Peace River Agreements Spending Item 6 (Fire Protection), to be issued to the Tomslake and District Volunteer Fire Department for the purchase of a Fire Pack Bush Unit, on the condition a FCC AgriSpirit funding agreement is entered into.
2. That the Rural Budgets Administration Committee deny the grant application from the Tomslake Volunteer Fire Department and provide further direction to staff.

Staff Initials:

*J. Rickert*

Dept. Head:

*G. Morgan*

CAO:

*A. M.*

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August 16, 2018

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**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):**

- \$587,665.58 is the balance for Electoral Area D Peace River Agreement Funds as of June 2018.

**COMMUNICATIONS CONSIDERATION(S):**

The applicant will be notified in writing of the Rural Budgets Administration Committee's decision.

**OTHER CONSIDERATION(S):**

None.

**Attachments:**

1. Attachment #1: Grant Application – Tomslake & District Volunteer Fire Department
2. Attachment #2: Fair Share Funding Policy, Fire Equipment - Minor Capital
3. Attachment #3: FCC AgriSpirit Fund Information



PEACE RIVER REGIONAL DISTRICT



## GRANT APPLICATION FORM

Society #: S0018210

Community Club or Group Name: Tomslake and District Volunteer Fire Department

Mailing Address: PO Box 49

City: Tomslake

Postal Code: V0C 2L0

Civic Address: 15407 Tomslake Dr

Contact Person: Iva Tuttle, Treasurer

Alternate Person: George Giersch, Chief

Tel: 250 786-5348

Tel: 250 784-3890

Fax: 250 786-5533

Fax:

Email: tuttleiva@gmail.com

Email: ggiersch@pris.ca

## CLUB EXECUTIVES

President: Ernie Heller

Vice President: Darryl Kroeker

Treasurer: Iva Tuttle

## PROJECT COSTS

Total Cost of Project: \$25,000.00

Amount Requested per year: \$25,000.00

For how many years? 1 yr ☒ 2 yrs ☐ 3 yrs ☐

Describe the project for which your organization is requesting a grant and the reason for your request.  
 If more space is needed, please add it as an attachment to your application.

Drop-in FirePak bush unit to slide into the bed of a 1-Ton 4x4 pickup to allow access to brush and grass fires in the fire protection area. It will replace a home-built unit that is well aged out and will meet the specifications of such a unit for certifying bodies. The unit can be portable and is considered fire fighting equipment.

Quotes of a standard unit are \$21,500 +/- but do not include modifications needed to the unit for our specific needs or the freight to get to our fire hall. Therefore, we are asking for a buffer of about \$3,500 to modify and ship the unit to us in addition to quoted costs. (see attached)

Our Annual Financial statements were filed with the Financial Department in February 2018. If more current information is necessary, please contact Iva Tuttle.

## ATTACHMENTS REQUIRED:

- Project budget, including all sources of funding
- Current financial statements showing expenses, revenues & savings

Signature of Applicant: [Signature]

Date: July 17, 2018

## For Office Use Only

Fair Share: B ☐ C ☐ D ☐ E ☐PRA: B ☐ C ☐ D ☐ E ☐BCR/PRA: B ☐ C ☐ D ☐ E ☐Gas Tax: ☐Other: ☐

## 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

## Project Budget for slide-in unit:

Projected cost:

|                             |                     |
|-----------------------------|---------------------|
| Slide-in Unit               | \$ 25,000.00        |
| Vehicle replacement         | \$ 65,000.00        |
| Modifications & accessories | <u>\$ 10,000.00</u> |

|            |                      |
|------------|----------------------|
| Total Cost | <u>\$ 100,000.00</u> |
|------------|----------------------|

## Funding:

|                             |                     |
|-----------------------------|---------------------|
| Savings                     | \$ 30,000.00        |
| Surplus & Private donations | \$ 20,000.00        |
| FCC Grant                   | <u>\$ 25,000.00</u> |

|                         |              |
|-------------------------|--------------|
| Current total available | \$ 75,000.00 |
|-------------------------|--------------|

|                            |                     |
|----------------------------|---------------------|
| This application for Grant | <u>\$ 25,000.00</u> |
|----------------------------|---------------------|

|                       |               |
|-----------------------|---------------|
| Total Project funding | \$ 100,000.00 |
|-----------------------|---------------|



ÉCHELLES  
C.E. THIBAUT

LADDERS INC.

## Quote

Date 2018-06-01  
number 2077

R-2

75, rue Hector  
Pierreville, Québec J0G 1J0  
Tel.: (450) 568-2719  
Tax : (450) 568-2613

Sale rep. : Jean-Michel Boisvert

Reference :

TOLL FREE: 1-888-844-2285  
U.S. SALES: 1-800-567-2719 FAX: 1-800-434-2613

Customer : JM0169

Tomslake FD  
George Giersch  
Box 49  
Tomslake, VOC 2L0

Ship to :

JM0169

Tomslake FD  
George Giersch  
Box 49  
Tomslake, VOC 2L0  
Tel.: (250) 784-3890

| Item No.             | Description                                                 | Size | Thread | Qty    | Price    | Total    |
|----------------------|-------------------------------------------------------------|------|--------|--------|----------|----------|
| DI-PFP-11HPHND-EM    | Drop in unit                                                |      |        | 1,00   | 19635,00 | 19635,00 |
| 001-PP1-002          | HONDA ENGINE (GX340) ELECTRIC/MANUAL                        |      |        | 1,00   | 0,00     | 0,00     |
| 200 gallons          | 200 gallons water tank                                      |      |        | 1,00   | 0,00     | 0,00     |
| 8gf                  | 8 gallon drop in foam cell                                  |      |        | 1,00   | 0,00     | 0,00     |
| Scotty A&B           | Scotty foam system w/hardware for foam cell                 |      |        | 1,00   | 0,00     | 0,00     |
| Manifold             | Manifold outlet                                             |      |        | 1,00   | 0,00     | 0,00     |
| Tank fill 1"         | Tank fill 1" w/industrial ball valve                        |      |        | 1,00   | 0,00     | 0,00     |
| Manifold 1.5" FT     | 1 1/2" Fire type ball valve service line with cap and chain | 1,5" | NPSH   | 3,00   | 0,00     | 0,00     |
| Stainless manifold   | Stainless steel manifold                                    |      |        | 1,00   | 0,00     | 0,00     |
| Suction FT (2)       | Standard suction with two 2 1/2" fire grade ball valve      | 2,5" | BCT    | 1,00   | 0,00     | 0,00     |
| T Handle             | Includes "T" Handle on the suction valve                    |      |        | 1,00   | 0,00     | 0,00     |
| Stainless suction    | Strainless steel suction piping                             |      |        | 1,00   | 0,00     | 0,00     |
| EHR LP 1" x 150'     | Electric low profile hose reel 1" x 150'                    |      |        | 1,00   | 0,00     | 0,00     |
| Outriggers (set)     | Set of chrome outriggers w/ 3 way rollers                   |      |        | 1,00   | 0,00     | 0,00     |
| Rubber hose 1"       | Rubber hose 1" (price per feet)                             | 1"   | NPSH   | 150,00 | 0,00     | 0,00     |
| STORAGE FRAME 5"POLY | 5" poly storage frame                                       |      |        | 1,00   | 0,00     | 0,00     |
| SHIPPING             | Shipping fees                                               |      |        | 1,00   | 700,00   | 700,00   |

Subtotal : 20335,00

Freight :

|              |        |         |
|--------------|--------|---------|
| A) Inscrit : | TVH BC | 1016,75 |
| B) Inscrit : | TVH BC | 0,00    |

Visit us at [www.fire-pump.com](http://www.fire-pump.com)

Quote valid for 120 days

21351,75

Terms : No product returns will be acceptable without prior consent of C.E.T. Fire Pumps Mfg. All returns will be subject to a minimum 20% restocking charge plus applicable shipping charges. Title to and ownership of the merchandise herein above described remain the seller's property until all due amounts are entirely paid; however risk of loss or damage to said merchandise are assumed by the purchaser.

**Fwd: Slide in units**

1 message

**George Giersch** <ggiersch@pris.ca>

Thu, Jun 28, 2018 at 1:03 PM

To: Darryl Kroeker &lt;d\_kroeker@ducks.ca&gt;, tuttleiva@gmail.com

Another quote. Am asking for a picture/diagram with dimensions.

Sent from my iPhone

Begin forwarded message:

**From:** "Jesse Bean" <jesse@dependable.ca>**Date:** June 19, 2018 at 7:46:52 AM MST**To:** "George Giersch" <ggiersch@pris.ca>**Subject:** RE: Slide in units

Hey George,

Sorry for the delay. See below for the pricing breakdown:

CET Fire Pack Force 3 (with booster reel, 1.5/2.5 discharge manifold, 1" tank to pump, 20 hp honda engine (recommended by CET, they said 11hp is much less practical and its roughly a couple hundred dollars more to get the 20).....\$16,910.00 CAD

Slide out tray.....\$600.00 CAD

Tool Cabinet.....\$1,200.00 CAD (priced generally, exact specifics may alter the price, just trying to give you a decent ballpark on a cabinet with a rollup door)

3x Harrington 2.5"x10' hard suction hose.....\$500.00 CAD

Prices for all items are as shipped out to BC. The size of the skid unit itself is 48"x96"

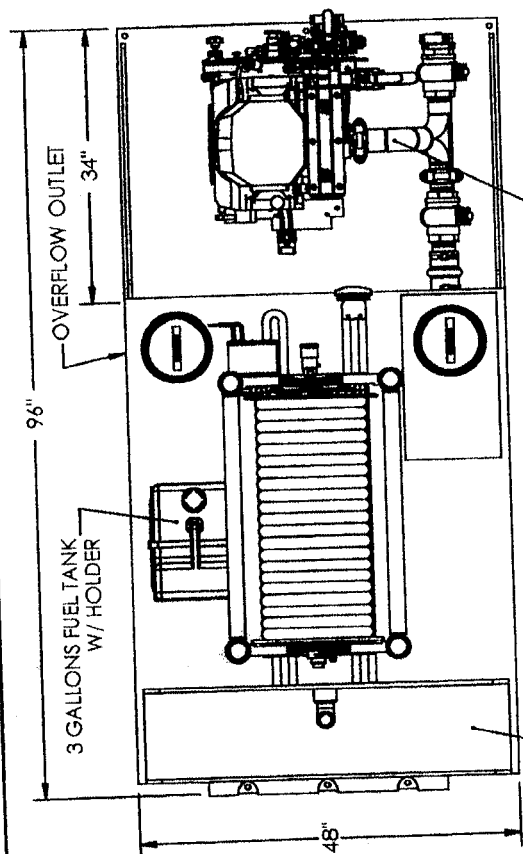
Let me know if you have any questions or concerns,

JB

416.505.8699

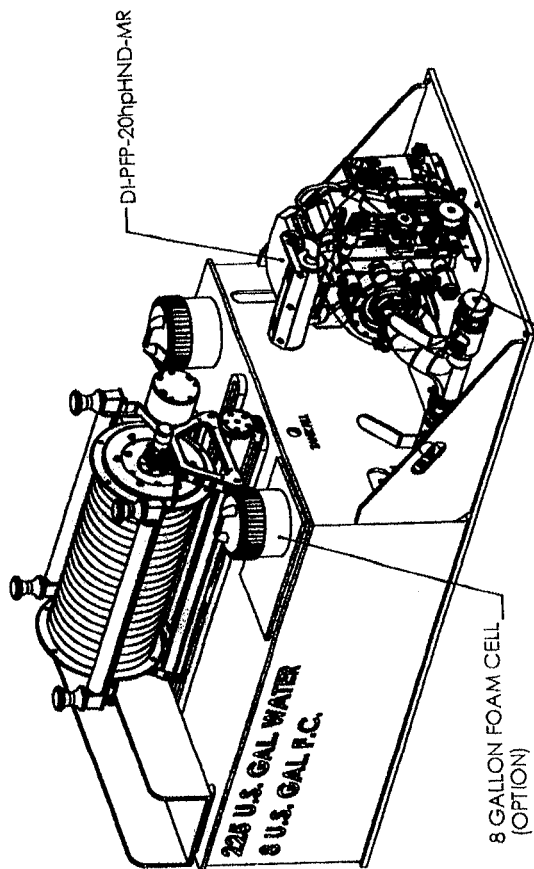
16910.  
1200  
600  
500  
-----  
\$19210.

**From:** George Giersch [mailto:ggiersch@pris.ca]**Sent:** June 6, 2018 9:17 PM



POLY PRE-CONNECT HOSE TRAY  
CAPACITY: 1-3/4" x 200' HOSE  
DIMENSIONS: 46" x 12" x 8"H  
W/ 90° 1-1/2" SWIVEL  
(OPTION)

STANDARD SUCTION  
W/ (2) 2-1/2" INDUSTRIAL VALVES  
W/ CAP & CHAIN



3/4" GARDEN CONNECTION  
W/ 1" INDUSTRIAL VALVE  
W/ CAP & CHAIN  
SERVICE LINE

1-1/2" FIRE GRADE VALVE  
W/ CAP & CHAIN  
SERVICE LINE

2-1/2" FIRE GRADE VALVE  
W/ CAP & CHAIN  
SERVICE LINE

1" INDUSTRIAL VALVE  
TANK FILL

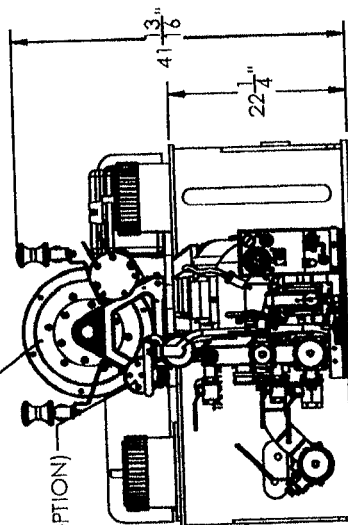
1-1/2" NPT-M NIPPLE  
W/ CAP

1" INDUSTRIAL VALVE  
HOSE REEL

1-1/2" INDUSTRIAL VALVE  
PRE-CONNECT (OPTION)

ELECTRIC LOW PROFILE HOSE REEL  
W/ 3 WAY ROLLERS (OPTION)  
1" x 150' RUBBER HOSE  
MODEL: #EF4038-17-18-RT

WORK LIGHT LED (OPTION)

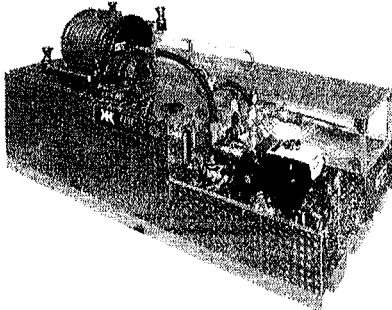


SCOTTY FOAM SYSTEM (OPTION)

|                                            |  |                                                         |  |                                                                                                                                                                             |  |                                                              |  |
|--------------------------------------------|--|---------------------------------------------------------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--------------------------------------------------------------|--|
| <b>CREATED</b><br>BY: _____<br>DATE: _____ |  | <b>TITLE :</b><br>225 U.S. GAL WATER<br>8 U.S. GAL F.C. |  | <b>WARNING</b><br>THIS DOCUMENT REMAINS THE PROPERTY OF C.E.T. FIRE PUMPS MFG. ALL REPRODUCTION WITHOUT WRITTEN AGREEMENT FROM C.E.T. FIRE PUMPS MFG IS TOTALLY PROHIBITED. |  | <b>APPROVED BY</b><br>_____<br><b>APPROVED DATE</b><br>_____ |  |
| <b>NO:</b><br>DP-3978-0701                 |  | <b>QUANTITY</b><br>III                                  |  | <b>APPROXIMATE WET WEIGHT</b><br>- lbs                                                                                                                                      |  | <b>APPROXIMATE DRY WEIGHT</b><br>- lbs                       |  |

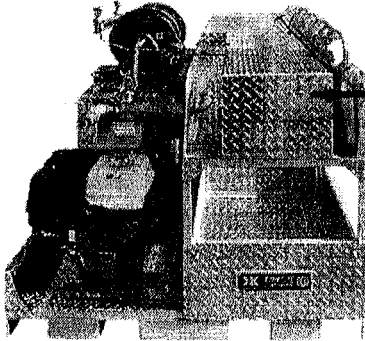
# FIRELITE TRANSPORT FDHP-302-160

## PICK-UP TRUCK SERIES OPTIONS



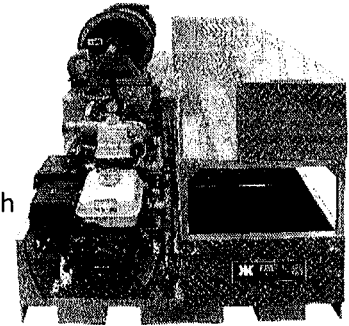
Add lower roller off driver's side of truck, high roller off passenger side

Add cross lay tray (dead lay) to hold approximately 150' of 1.5" line for the length of the unit. One long tool holder box length of skid unit with a full length door opening to the side of the unit (off passenger side) for easy access.

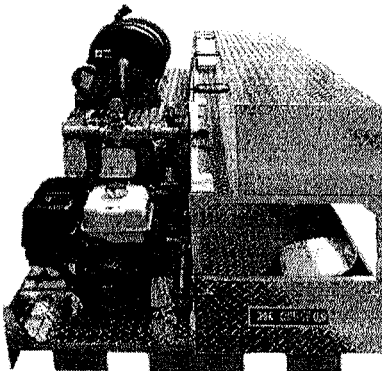


Add a 4' cross lay tray (pre-connect) to hold booster line and one open toolbox holder to carry long tools with holder for long board on passenger side of skid unit

*\*Optional high roller also shown*



Add custom built cross lay tray (pre-connect) the length of the skid unit to hold approximately 150' of 1.5" line. Second cross lay tray (dead lay) length of the bed to hold approximately 150' of 2.5" line.



**ALL UNITS SHIP  
FULLY ASSEMBLED**

Add cross lay tray (pre-connect) to hold approximately 150' of 1.5" line for the length of the unit. One long tool holder box length of skid unit with a full length door opening to the side of the unit (off passenger side) for easy access.

### Other options include:

Increase length of hose to 100' of 1" or 150' of 3/4" – will be red jacketed booster hose (requires larger reel at additional cost)

**\*\*Dead lay or pre-connect available for area adjacent to pump only.**



**KIMTEK  
CORPORATION**



326 Industrial Park Lane, Orleans VT 05860 | 888.546.8358 | KIMTEKRESEARCH.COM | BRUSHTRUCKSKIDS.COM

## Project Budget for slide-in unit:

Projected cost:

|                             |                      |
|-----------------------------|----------------------|
| Slide-in Unit               | \$ 25,000.00         |
| Vehicle replacement         | \$ 65,000.00         |
| Modifications & accessories | <u>\$ 10,000.00</u>  |
| Total Cost                  | <u>\$ 100,000.00</u> |

## Funding:

|                             |                     |     |
|-----------------------------|---------------------|-----|
| Savings                     | \$ 30,000.00        |     |
| Surplus & Private donations | \$ 20,000.00        |     |
| FCC Grant                   | <u>\$ 25,000.00</u> | — ? |
| Current total available     | \$ 75,000.00        |     |
| This application for Grant  | <u>\$ 25,000.00</u> |     |
| Total Project funding       | \$ 100,000.00       |     |

**PHASE V BUSINESS SERVICES**  
**10723 COTTONWOOD CRESCENT**  
**DAWSON CREEK, BC V1G 4E4**  
PH: (250)782-5905 CELL: (250)784-6870

February 02, 2018

To: The Board of Directors  
Peace River Regional District



I have reviewed the accompanying balance sheet of Tomslake & District Volunteer Fire Department as of December 31, 2017 and the related statement of operations for the year then ended as prepared by Iva Tuttle, Treasurer. This review consisted primarily of checking original documentation as supplied and confirming that the proper accounting entries had been made in recording these transactions. The result of my review is that records have been kept correctly. A review of this nature is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, I do not express such an opinion.

However, based on my review, I am not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with accounting principles generally accepted in Canada. The financial statements give a true and fair view of and are presented fairly, in all material respects.

Signed: \_\_\_\_\_

J. Roy Thiessen

Dawson Creek, B.C.

**Tomslake & District Volunteer Fire Department  
Balance Sheet  
As At December 31, 2017  
(Unaudited)**

**ASSET**

**Current Assets**

|                                 |           |                  |
|---------------------------------|-----------|------------------|
| LVCU-Chequing Account           | 25,186.24 |                  |
| LVCU-Equity Shares              | 331.10    |                  |
| LVCU-HISA                       | 1,075.89  |                  |
| GIC Contingency Fund            | 10,688.32 |                  |
| Lake View Credit Union Accounts |           | 37,281.55        |
| <b>Total Current Assets</b>     |           | <u>37,281.55</u> |

**Capital Assets**

|                              |      |             |
|------------------------------|------|-------------|
| Office Furniture & Equipment | 0.00 |             |
| Vehicles                     | 0.00 |             |
| Other Equipment              | 0.00 |             |
| Land & Building              | 0.00 |             |
| <b>Total Capital Assets</b>  |      | <u>0.00</u> |

|                    |                         |
|--------------------|-------------------------|
| <b>TOTAL ASSET</b> | <u><u>37,281.55</u></u> |
|--------------------|-------------------------|

**LIABILITY**

**Current Liabilities**

|                          |      |             |
|--------------------------|------|-------------|
| Accounts Payable         | 0.00 |             |
| <b>Total Liabilities</b> |      | <u>0.00</u> |

|                        |             |
|------------------------|-------------|
| <b>TOTAL LIABILITY</b> | <u>0.00</u> |
|------------------------|-------------|

**EQUITY**

|                         |           |                  |
|-------------------------|-----------|------------------|
| Prior Retained Earnings | 34,177.61 |                  |
| Current Earnings        | 3,103.94  |                  |
| <b>Total Equity</b>     |           | <u>37,281.55</u> |

|                     |                  |
|---------------------|------------------|
| <b>TOTAL EQUITY</b> | <u>37,281.55</u> |
|---------------------|------------------|

|                               |                         |
|-------------------------------|-------------------------|
| <b>LIABILITIES AND EQUITY</b> | <u><u>37,281.55</u></u> |
|-------------------------------|-------------------------|

**Tomslake & District VFD**  
**Comparative Income Statement**  
**For The Year Ended December 31, 2017**  
**(Unaudited)**

|                                               | Actual 01/01/2017 to<br>31/12/2017 | Actual 01/01/2016 to<br>31/12/2016 | Difference  |
|-----------------------------------------------|------------------------------------|------------------------------------|-------------|
| <b>REVENUE</b>                                |                                    |                                    |             |
| Peace River Regional District                 | 90,499.98                          | 223,500.00                         | -133,000.02 |
| Interest                                      | 138.60                             | 135.13                             | 3.47        |
| Donations                                     | 0.00                               | 0.00                               | 0.00        |
| Contributions from Fund Raising               | 0.00                               | 290,000.00                         | -290,000.00 |
| <b>TOTAL REVENUE</b>                          | <u>90,638.58</u>                   | <u>513,635.13</u>                  | -422,996.55 |
| <b>EXPENSE</b>                                |                                    |                                    |             |
| <b>General &amp; Administrative Expense</b>   |                                    |                                    |             |
| Bank Charges & Interest                       | 226.25                             | 225.00                             | 1.25        |
| Office Expenses                               | 2,524.27                           | 1,108.02                           | 1,416.25    |
| Worksafe BC                                   | 169.92                             | 180.24                             | -10.32      |
| Licensing                                     | 1,271.00                           | 1,271.00                           | 0.00        |
| Dues, Subscriptions & Fees                    | 864.00                             | 1,081.69                           | -217.69     |
| Volunteer Insurance - AD&D                    | 2,798.00                           | 2,889.00                           | -91.00      |
| Directors Liability Insurance                 | 1,121.00                           | 1,121.00                           | 0.00        |
| Total Volunteer Support                       | 1,666.07                           | 4,010.00                           | 3,241.14    |
| Hydro                                         | 1,054.03                           | 0.00                               | 1,054.03    |
| Water & Sewer                                 | 388.50                             | 294.00                             | 94.50       |
| Natural Gas                                   | 1,248.57                           | 1,219.53                           | 29.04       |
| Telephone                                     | 931.90                             | 1,257.95                           | -326.05     |
| Total Utilities & Telephone                   | 3,623.00                           | 2,771.48                           | 851.52      |
| Community Service/Education                   | 1,259.68                           | 1,045.10                           | 214.58      |
| Wages                                         | 0.00                               | 0.00                               | 0.00        |
| <b>Total General &amp; Administration Exp</b> | <u>15,523.19</u>                   | <u>11,692.53</u>                   | 3,830.66    |
| <b>Operating Expenses</b>                     |                                    |                                    |             |
| Supplies                                      | 2,178.88                           | 3,033.50                           | -854.62     |
| Travel Expenses                               | 134.00                             | 103.00                             | 31.00       |
| Sundry Training Expenses                      | 418.11                             |                                    |             |
| Course Fees                                   | 3,357.02                           | 3,741.72                           | -384.70     |
| Total Training                                | 3,909.13                           | 3,844.72                           | 64.41       |
| Vehicle Insurance                             | 5,854.00                           | 5,635.00                           | 219.00      |
| Vehicle Repairs & Maintenance                 | 1,483.61                           | 4,048.49                           | -2,564.88   |
| Vehicle Fuel                                  | 903.07                             | 1,799.29                           | -896.22     |
| Testing & Certification                       | 1,902.72                           |                                    |             |
| Truck purchase                                | 0.00                               | 10,027.38                          | -10,027.38  |
| Total Vehicle Expenses                        | 10,143.40                          | 21,510.16                          | -11,366.76  |
| General Equipment & Liability Insur           | 4,175.00                           | 4,675.00                           | -500.00     |
| Building Insurance                            | 3,100.00                           | 2,565.00                           | 535.00      |
| Building Repair & Maintenance                 | 19,308.19                          | 3,973.28                           | 15,334.91   |
| Total Building expense                        | 22,408.19                          | 6,538.28                           | 15,869.91   |
| Equipment repair & maintenance                | 1,495.85                           | 1,544.01                           | -48.16      |
| Equipment Purchases                           | 27,701.00                          | 33,952.37                          | -6,251.37   |
| Total Equipment Expense                       | 29,196.85                          | 35,496.38                          | -6,299.53   |
| <b>Total operating Expenses</b>               | <u>72,011.45</u>                   | <u>75,098.04</u>                   | -3,086.59   |
| <b>TOTAL EXPENSE</b>                          | <u>87,534.64</u>                   | <u>86,790.57</u>                   | 744.07      |
| <b>NET INCOME (LOSS)</b>                      | <u>3,103.94</u>                    | <u>426,844.56</u>                  | -423,740.62 |



**RURAL BUDGETS ADMINISTRATION COMMITTEE  
FAIR SHARE POLICIES**

---

**FIRE EQUIPMENT – MINOR CAPITAL PROJECTS**

---

Grants for fire equipment purchases under \$20,000 are subject to the following conditions:

- a) the grants must be for new or replacement equipment for use on fire trucks, in a fire hall, or by firefighters;
- b) the request must be supported by a report from the fire department which should include, where possible, recommendations from another authority;
- c) grants may be made during the life of the Fair Share program to replace equipment originally purchased with Fair Share funds, provided the justification includes reference to legally required upgrades, damage or loss due to the activities of the fire department, or industry acknowledged shelf life of the equipment;
- d) multiple items valued under \$20,000 each may be consolidated into one request that is greater than \$20,000;
- e) requests must be made by the fire department's Board or Council; and
- f) grant recipients must recognize the Regional District for its contribution through a joint press release.



## FCC AgriSpirit Fund

The FCC AgriSpirit Fund is about enhancing rural communities. If your organization is raising money for a capital project (construction of or upgrades to a hospital, medical centre, childcare facility, rink, sportsplex, etc., purchase of fire and rescue equipment) and your city or town has less than 150,000 people, your project may qualify for a donation between \$5,000 and \$25,000.

The sustainable use of resources contributes to successful community development. Does your project enhance the lives of residents or contribute to sustainability in your community? Examples include upgrades to heating and cooling systems in a community building, installing new windows in a rec centre or purchasing capital items for a recycling facility. If so, we encourage you to apply.

For more information, check out [FCC AgriSpirit Fund successful past projects](#).

**Applications are closed and will re-open in 2019.**

### Who's eligible

#### Eligible groups include:

- [Charities registered with the Canada Revenue Agency](#)
- Non-profit organizations capable of partnering with a municipal body, territorial or provincial government. The municipal body must also agree to receive contributed money and issue a receipt.
- A municipal body (town, city under 150,000 people, rural municipality or First Nations band)

#### To be eligible, your project must:

- Be located in a rural community with a population of fewer than 150,000
- Recognize FCC's contribution
- Be completed within two years of receiving funding
- Be a capital project (equipment, building funds)

#### Rules:

- Only online applications will be evaluated
- Your organization/program isn't eligible if it's received support from the FCC AgriSpirit Fund in the past four years

- Preference may be given to projects that contribute to sustainability in communities
- FCC employees and their immediate family members are not eligible for the FCC AgriSpirit Fund
- If your organization is selected, you'll need to sign a letter of agreement with FCC and show documentation of project completion

For more information on eligibility, see our [FCC AgriSpirit Fund FAQs](#).

## How to apply

**Applications are closed and will re-open in 2019.**

You'll be contacted by email in August of the year you applied.

Questions or problems applying? See our [FCCAgriSpirit Fund FAQs](#) or [email us](#).



# FCC AgriSpirit Fund FAQs

Find answers to commonly asked questions about the [FCC AgriSpirit Fund](#).

[Questions about eligibility](#)

[Questions about the application process](#)

[Questions about funding](#)

## Questions about eligibility

### What programs are not eligible for the FCC AgriSpirit Fund?

Your program isn't eligible if it:

- Contributes to operating budgets or debt reduction campaigns
- Raises funds for a charity through private foundations or third parties (Lion's Club, Knights of Columbus, etc.) unless funds are directed to a specific capital project for which FCC receives recognition for the donation
- Supports individual projects/interests
- Benefits members of a particular religion, political party or social organization whose primary focus is advocating a particular religious, social, moral, political or economic point of view
- Benefits private schools
- Adversely impacts the environment
- Is an organization directed by an elected Federal Official

### Why are third party groups ineligible?

FCC prefers to provide funding directly to charitable organizations or beneficiaries.

### What is debt reduction?

FCC considers debt reduction to be re-payment of any expenses incurred before receiving funding from FCC. When you apply for funding, the project or expenses must not be completed before receiving notification of funding or you'll be ineligible.

**What is the role of a municipal partner and why do I need one?**

There is no national registration for non-profit organizations so they must partner with their local municipal body to qualify for funding. If you're selected for funding, the cheque will be made payable to the municipal body, care of your project. You'll need to work with the municipal body to get the funds.

If you're chosen for funding, your partnering municipal body must also sign a contract to show that they support your project.

**Questions about the application process****As a municipal partner, can we partner with more than one organization and also apply for our own projects?**

There are no limits to the number of projects a municipal body can partner with. You can also apply for your own projects, but it's important to note your projects will be competing against each other.

**I've applied for the FCC AgriSpirit Fund before and my application was denied. Why hasn't my project received funding?**

Each application is evaluated based on eligibility and is reviewed against other applications from your area. Projects are awarded funding based on their evaluation score.

**We have numerous projects happening in our organization. Can we apply for all of them?**

Organizations can apply for more than one project, but must apply separately. It's important to note your projects will be competing against each other.

**I'm having trouble submitting the application. What should I do?**

Email us and someone will contact you within one business day.

**Can I set up a meeting to discuss our project?**

We don't schedule individual meetings. Please include all details of your project in your online application.

**Do I need to submit contractor quotes or other financial information with the application?**

No quotes are needed with the initial application, but after completion of the project (within two years of being awarded the funds) you'll need to provide receipts for any expenses paid for with awarded funding.

For the initial application, we only need general information including:

- Information about the organization you serve
- Information about the project/program you're applying for
- How the funding (if awarded) will be used
- How much funding you've already secured for your project/program and where you received the funding from

**Can I see the application before the fund opens?**

We don't provide copies of the application before fund opening dates.

## Questions about funding

**Will all projects receive the full amount of requested funding?**

No. Funding is often approved for smaller portions of larger projects. For example, funding might cover the cost to install new cupboards in a community centre or supply medical equipment for a new community clinic.

**Can awarded funds be put toward wages directly related to the program/project?**

We may consider granting the use of funds toward wages if those wages are part of the project that's chosen for funding.

**Do we need to raise a portion of the funds on our own before applying for the FCC AgriSpirit Fund?**

You don't need to have any funds raised before applying. You can be in the beginning stages of fundraising, or apply for the entire amount.

**If we're awarded funding, do we need to match the amount provided by FCC?**

You don't need to match any funding received from FCC.

Can't find the answer to your question? [Email us](#) and we'll get back to you within one business day.



# REPORT

To: Rural Budgets Administration Committee

Date: July 26, 2018

From: Jill Rickert, Community Services Coordinator

Subject: Grant Request – City of Dawson Creek, Summer Swim Program

## RECOMMENDATION #1:

That the Rural Budgets Administration Committee approve a grant to the City of Dawson Creek in the amount of \$4,000, payable from Electoral Area D BC Rail/Peace River Agreement funds in the amount of \$2,000 and from Electoral Area E BC Rail/Peace River Agreement funds in the amount \$2,000, to assist with the Summer Swim Program.

## BACKGROUND/RATIONALE:

On June 25, 2018, the City of Dawson Creek passed a resolution to waive the swim admission fees at the Ken Borek Aquatic Centre for the months of July and August in order to provide affordable family recreation as an alternative for individuals that would normally use Rotary Lake. This initiative is expected to incur a revenue loss for the City of approximately \$20,000. Since many residents from the rural communities in Electoral Area D and E utilize the facility, the City of Dawson Creek is requesting financial assistance with a contribution of \$2,000 from each area (total of \$4,000) to help alleviate some of this financial loss. Please note, no financials for the budget relating to the cost of this initiative has been provided by the City of Dawson Creek.

## ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administrative Committee deny the grant request from the City of Dawson Creek and provide further direction to staff.

## 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.

Staff Initials: *JR*

Dept. Head:

*G. Morgan*

CAO:

*[Signature]*

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**FINANCIAL CONSIDERATION(S):**

- The balance of Electoral Area D BC Rail/Peace River Agreement funds was \$28,433.99 as of June 2018.
- The balance of Electoral Area E BC Rail/Peace River Agreement funds was \$43,852.53 as of June 2018.

**COMMUNICATIONS CONSIDERATION(S):**

The City of Dawson Creek will be notified in writing of the Committee's decision and if a grant is supported, will be asked to ensure that the Peace River Regional District is recognized for its contribution to this initiative.

**OTHER CONSIDERATION(S):**

None.

**Attachments:**

1. Grant Application – City of Dawson Creek
2. Letter from the City of Dawson Creek



## PEACE RIVER REGIONAL DISTRICT

## GRANT APPLICATION FORM

Society #: Community Club or Group Name: Mailing Address: City:  Postal Code: Civic Address: Contact Person:  Alternate Person: Tel:  Tel: Fax:  Fax: Email:  Email: 

## CLUB EXECUTIVES

President: Vice President: Treasurer: 

## PROJECT COSTS

Total Cost of Project: Amount Requested per year: 

For how many years? 1 yr 2 yrs 3 yrs

**Describe the project for which your organization is requesting a grant and the reason for your request.***If more space is needed, please add it as an attachment to your application.*

## ATTACHMENTS REQUIRED:

- Project budget, including all sources of funding
- Current financial statements showing expenses, revenues & savings

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

***For Office Use Only***Fair Share: B ☐ C ☐ D ☐ E ☐PRA: B ☐ C ☐ D ☐ E ☐BCR/PRA: B ☐ C ☐ D ☒ E ☒Gas Tax: ☐Other: ☐ \_\_\_\_\_

## 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



## City of Dawson Creek

Box 150, Dawson Creek, BC V1G 4G4

## Office of the Mayor

Tel: (250) 784-3616

Fax: (250) 782-3203

June 29, 2018

File No.: 9-1-0

Peace River Regional District  
P.O. Box 810, 1981 Alaska Avenue  
Dawson Creek, BC V1G 4H8

Electoral Area 'D' Director, Leonard Hiebert  
Electoral Area 'E' Director, Dan Rose

Dear Director Hiebert & Director Rose:

### Re: Summer Swim Program

At the Regular meeting of Council held June 25, 2018, the City of Dawson Creek Council passed a resolution to waive the swim admission fees for youth and family at the Kenn Borek Aquatic Centre for the months of July and August 2018. The intent of this motion was to provide an affordable family recreation alternative to the Peace River area residents who would normally use Rotary Lake.

As a result of waiving these fees for the summer, the City is expected to incur a projected revenue loss of \$20,000, not including costs for increased maintenance of the pool, and staffing for additional lifeguards required for the extra patrons using the facility during this time.

We are requesting that each Electoral Areas; 'D' and 'E', assist the City in this initiative with \$2000 each to provide the Peace River area residents an affordable alternative to Rotary Lake.

Thank you for your consideration; please contact me if you have any questions or concerns.

Sincerely,

Dale Bumstead  
Mayor  
City of Dawson Creek

## Handout



PEACE RIVER REGIONAL DISTRICT

## REPORT

To: Rural Budgets Administration Committee

Date: July 20, 2018

From: Jennifer Rudyk, Finance Clerk

Subject: June 2018 Financial Report

## RECOMMENDATION(S):

That the Rural Budgets Administration Committee receive the June 2018 Financial Report for information.

## BACKGROUND/RATIONALE:

Not applicable

## ALTERNATIVE OPTIONS:

Not applicable

## 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):

None.

## COMMUNICATIONS CONSIDERATION(S):

None.

## OTHER CONSIDERATION(S):

## Attachments:

- Grants in Aid: Summary of Payables, Youth Travel and Scholarship Information
- Fair Share Commitments
- Peace River Agreement Commitments
- BCR/PRA Commitments
- Reserve Balances
- Loans Fund and Gas Tax Commitments

Staff Initials: *JR*

Dept. Head:

*[Signature]*

CAO:

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|  Peace River Regional District Grants-In-Aid<br>Summary of Payables |                                  | 29-Jun-2018 |            |            |            |            |               |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------|------------|------------|------------|------------|---------------|
| Current Year<br>Allocation                                                                                                                          |                                  | 2014        | 2015       | 2016       | 2017       | 2018       | GIA Remaining |
|                                                                                                                                                     |                                  | Budget      | Budget     | Budget     | Budget     | Budget     |               |
|                                                                                                                                                     |                                  | 103,000.00  | 200,000.00 | 103,000.00 | 103,000.00 | 103,000.00 |               |
|                                                                                                                                                     |                                  | Allocated   | Allocated  | Allocated  | Allocated  | Allocated  |               |
| AREA B                                                                                                                                              |                                  | 94,608.17   | 189,845.00 | 103,000.00 | 103,000.00 | 103,000.00 |               |
|                                                                                                                                                     | Big Bam Ski Hill                 | -           |            |            |            | -          | -             |
|                                                                                                                                                     | Buick Creek Community Club       | -           | -          |            | -          | -          | -             |
|                                                                                                                                                     | Cache Creek Community Club       | -           |            |            |            | -          | -             |
| 28,000.00                                                                                                                                           | Cecil Lake Rec. Commission       | -           |            |            |            | 28,000.00  | 28,000.00     |
| 1,000.00                                                                                                                                            | Fort St. John Gradfest           | -           | -          |            | -          | 1,000.00   | 1,000.00      |
| -                                                                                                                                                   | Golata Creek Recreation Society  | -           |            | 8,190.73   |            | --         | 8,190.73      |
| -                                                                                                                                                   | Goodlow Community Club           | -           |            | 38,700.00  |            | --         | 38,700.00     |
|                                                                                                                                                     | Halfway Graham Community Club    | -           | 874.96     |            |            | -          | 874.96        |
| 24,857.00                                                                                                                                           | King's Valley Christian Camp     | -           | -          |            | -          | 24,857.00  | 24,857.00     |
| 19,142.00                                                                                                                                           | Montney Rec. Commission          | -           | -          | -          | 11,848.14  | 19,142.00  | 30,990.14     |
| 3,700.00                                                                                                                                            | North Peace 4-H District Council | -           | -          | -          | -          | 3,700.00   | 3,700.00      |
| 2,000.00                                                                                                                                            | North Peace Fall Fair Society    | -           | -          | -          | 535.00     | 2,000.00   | 2,535.00      |
| 7,750.00                                                                                                                                            | North Peace Historical Society   | -           | -          | -          | -          | 7,750.00   | 7,750.00      |
|                                                                                                                                                     | North Peace Light Horse Assn.    | -           | -          |            |            | -          | -             |
|                                                                                                                                                     | North Peace Ride for Disabled    |             | 259.51     |            |            |            | 259.51        |
| 2,575.00                                                                                                                                            | Osborn Community Club            | -           | 6,189.57   | 1,656.42   | 0.00       | 2,575.00   | 10,420.99     |
| 11,476.00                                                                                                                                           | Rose Prairie Curling Society     | -           | -          | 1,499.54   | 4,908.02   | 11,476.00  | 17,883.56     |
|                                                                                                                                                     | Wonowon Horse Club               |             | 35.00      |            | -          |            | 35.00         |
| 1,000.00                                                                                                                                            | Area B Rural Bursary             | -           | -          | -          | -          | 1,000.00   | 1,000.00      |
| 1,500.00                                                                                                                                            | Youth Travel                     |             | -          | -          | -          | 1,300.00   | 1,300.00      |
| 103,000.00                                                                                                                                          | Total Area B                     | -           | 7,359.04   | 50,046.69  | 17,291.16  | 102,800.00 | 177,496.89    |
|                                                                                                                                                     |                                  | 2014        | 2015       | 2016       | 2017       | 2018       | GIA Remaining |
|                                                                                                                                                     |                                  | Budget      | Budget     | Budget     | Budget     | Budget     |               |
|                                                                                                                                                     |                                  | 112,025.88  | 100,000.00 | 80,000.00  | 80,000.00  | 50,000.00  |               |
|                                                                                                                                                     |                                  | Allocated   | Allocated  | Allocated  | Allocated  | Allocated  |               |
| AREA C                                                                                                                                              |                                  | 93,297.04   | 81,250.00  | 72,900.86  | 53,319.11  | 42,150.00  |               |
|                                                                                                                                                     | Big Bam Ski Hill                 | -           |            |            |            |            | -             |
| 11,500.00                                                                                                                                           | Charlie Lake Community Club      | -           | 9,510.41   | 7,720.28   |            | 11,500.00  | 28,730.69     |
| 1,000.00                                                                                                                                            | Fort St. John Gradfest           | -           | -          | -          | -          | 1,000.00   | 1,000.00      |
|                                                                                                                                                     | Lake Point Golf Club             | -           |            |            | -          |            | -             |
|                                                                                                                                                     | North Peace 4H District Council  | -           |            |            |            |            | -             |
| 3,400.00                                                                                                                                            | North Peace Fall Fair Society    | -           | -          | -          | 3,096.45   | 3,400.00   | 6,496.45      |
| 9,250.00                                                                                                                                            | North Peace Historical Society   | 53.55       | -          | -          | -          | 9,250.00   | 9,303.55      |
| 15,000.00                                                                                                                                           | North Peace Light Horse Assn.    | -           | -          |            |            | 15,000.00  | 15,000.00     |
| 1,000.00                                                                                                                                            | *Area C Scholarship              |             | -          | -          | 1,000.00   | 1,000.00   | 2,000.00      |
| 1,000.00                                                                                                                                            | Youth Travel                     | -           | -          | -          | -          | 900.00     | 900.00        |
| 42,150.00                                                                                                                                           | Total Area C                     | 53.55       | 9,510.41   | 7,720.28   | 4,096.45   | 42,050.00  | 63,430.69     |

August 16, 2018

|              |                                            | 2014       | 2015       | 2016       | 2017       | 2018       | GIA Remaining |
|--------------|--------------------------------------------|------------|------------|------------|------------|------------|---------------|
|              |                                            | Budget     | Budget     | Budget     | Budget     | Budget     |               |
|              |                                            | 103,150.00 | 102,000.00 | 102,000.00 | 102,000.00 | 102,000.00 |               |
| AREA E       |                                            | Allocated  | Allocated  | Allocated  | Allocated  | Allocated  |               |
|              |                                            | 103,150.00 | 102,000.00 | 102,000.00 | 102,000.00 | 102,000.00 |               |
|              | Camp Emile                                 | 0.00       |            |            |            |            | 0.00          |
| 2,500.00     | Chetwynd & Dist Rec. Centre                | -          | -          | -          | -          | 2,500.00   | 2,500.00      |
| 10,000.00    | Chetwynd Electric Eels Swim Assn.          | (0.00)     | -          | -          | 5,684.53   | 10,000.00  | 15,684.53     |
| 3,108.00     | Chetwynd Gymkhana                          | -          | -          | 1,821.16   | -          | 3,108.00   | 4,929.16      |
| 13,515.40    | Chetwynd Rod & Gun Club                    | -          | -          | -          | -          | 13,515.40  | 13,515.40     |
| 8,000.00     | Chetwynd Social Planning Society           |            | -          | -          | -          | 8,000.00   | 8,000.00      |
| 2,231.25     | Chetwynd Horse Club Society                |            |            |            | 761.25     | 2,231.25   | 2,992.50      |
| 10,500.00    | Foothills Team Roping Club                 | -          | -          | -          | -          | 10,500.00  | 10,500.00     |
|              | Jackfish Community Association             | -          | -          | 2,080.56   | 15,500.00  | -          | 17,580.56     |
| 10,001.10    | Little Giants Figure Skating Club          | -          | -          | -          | -          | 10,001.10  | 10,001.10     |
| 6,506.25     | Little Prairie Heritage Society            | 1,113.83   | -          | 3,703.68   | 1,913.97   | 6,506.25   | 13,237.73     |
| 9,000.00     | Moberly Lake Community Assn.               | -          | -          | 1,847.12   | 973.89     | 9,000.00   | 11,821.01     |
| 20,838.00    | Pine Valley Exhibition Park Soc.           | -          | -          | -          | 2,235.49   | 20,838.00  | 23,073.49     |
|              | Pine Valley Motor Sports                   | -          | -          |            |            | -          | -             |
| 2,800.00     | Pine Valley Seniors Assn.                  | -          | -          | -          | -          | 2,800.00   | 2,800.00      |
|              | Sagitawa Christian Camping Society         | -          | 854.35     |            |            | -          | 854.35        |
| 1,000.00     | Area E West Bursary                        | -          | -          | -          | 500.00     | 1,000.00   | 1,500.00      |
| 2,000.00     | Youth Travel                               |            | -          | -          | -          | 2,000.00   | 2,000.00      |
| 102,000.00   | <b>Total Area E</b>                        | 1,113.83   | 854.35     | 9,452.52   | 27,569.13  | 102,000.00 | 140,989.83    |
|              |                                            | 2014       | 2015       | 2016       | 2017       | 2018       | GIA Remaining |
|              |                                            | Budget     | Budget     | Budget     | Budget     | Budget     |               |
|              |                                            | 150,084.00 | 150,000.00 | 150,000.00 | 150,000.00 | 150,000.00 |               |
| SUB-REGIONAL |                                            | Allocated  | Allocated  | Allocated  | Allocated  | Allocated  |               |
|              |                                            | 150,084.00 | 150,000.00 | 150,049.93 | 150,000.00 | 150,000.00 |               |
| 7,500.00     | ARK - Dawson Creek Youth Centre Society    | -          | -          | -          | -          | 7,500.00   | 7,500.00      |
| 4,500.00     | Bessborough Community Club                 | -          | -          | -          | -          | 4,500.00   | 4,500.00      |
| 9,000.00     | Cutbank Community Club                     | -          |            | -          | -          | 9,000.00   | 9,000.00      |
| 16,000.00    | Dawson Creek Sportsman's Club              | -          | -          | -          | 15,315.15  | 16,000.00  | 31,315.15     |
|              | Doe River Gymkhana Club                    |            |            | 4,047.05   |            |            | 4,047.05      |
| 20,000.00    | Doe River Recreation Commission            | -          | -          | -          | -          | 20,000.00  | 20,000.00     |
| 13,965.46    | Farmington Community Association           | -          | -          | -          | -          | 13,965.46  | 13,965.46     |
| 2,100.00     | Groundbirch Rec. Commission                | -          | -          | -          | -          | 2,100.00   | 2,100.00      |
| 10,109.54    | Hats n' Chaps Gymkhana                     | -          |            | 6,558.72   |            | 10,109.54  | 16,668.26     |
| 1,125.00     | Kilkerran Recreation Commission            | -          | -          |            | 2,000.00   | 1,125.00   | 3,125.00      |
| 9,950.00     | Kiskatinaw Fall Fair                       | -          | -          | -          | 5,294.02   | 9,950.00   | 15,244.02     |
| 10,000.00    | McLeod Rec. & Social Services Society      | -          | -          | -          | -          | 10,000.00  | 10,000.00     |
| 7,000.00     | Rolla Ratepayers                           | -          | -          | -          | -          | 7,000.00   | 7,000.00      |
| 6,350.00     | Sunset Prairie Recreation Commission       |            | -          | 2,123.70   | 3,801.78   | 6,350.00   | 12,275.48     |
| 900.00       | Swan Lake Enhancement Society              | -          | -          | -          | -          | 900.00     | 900.00        |
|              | Sweetwater 905 Society                     |            |            |            | 225.00     |            | 225.00        |
| 6,000.00     | Tomslake Community Cultural Assn.          | -          | -          | -          | -          | 6,000.00   | 6,000.00      |
| 9,500.00     | Tomslake & District Rec Commission         | -          | -          |            | -          | 9,500.00   | 9,500.00      |
| 11,500.00    | Tupper Community Club                      | -          | -          | -          | -          | 11,500.00  | 11,500.00     |
| 3,000.00     | Post Secondary Trade Bursary & Scholarship | -          | -          | -          | 3,000.00   | 3,000.00   | 6,000.00      |
| 1,500.00     | Youth Travel                               | -          | -          | -          | -          | 1,200.00   | 1,200.00      |
| 150,000.00   | <b>Total Sub-Regional</b>                  | -          | -          | 12,729.47  | 29,635.95  | 149,700.00 | 192,065.42    |
|              |                                            | 2014       | 2015       | 2016       | 2017       | 2018       | TOTAL         |
| 397,150.00   | <b>COMBINED GRAND TOTALS</b>               | 1,167.38   | 17,723.80  | 79,948.96  | 78,592.69  | 396,550.00 | 573,982.83    |

August 16, 2018

## Youth Travel Recipient Information \*\*\*

| Area         | Recipient                                                           | Total To-Date | 2010  | 2011  | 2012  | 2013  | 2014     | 2015  | 2016  | 2017  | 2018    |
|--------------|---------------------------------------------------------------------|---------------|-------|-------|-------|-------|----------|-------|-------|-------|---------|
| Area B       | Midget Predators Provincials Hockey                                 |               |       |       |       |       |          |       |       |       | 150     |
|              | NPSS Provincial Curling                                             |               |       |       |       |       |          |       |       |       | 50      |
|              | High School Rodeo of BC Northern Region                             | 1,000         | 500   |       |       | 500   |          |       |       | 500   |         |
|              | High School Rodeo of BC Northern Region - Megan Smith               | 500           |       |       |       |       | 500      |       |       |       |         |
|              | U18 Team Tremblay                                                   |               |       |       |       |       |          |       |       | 250   |         |
|              | U18 Team Boorse                                                     |               |       |       |       |       |          |       |       | 500   |         |
|              | Mixed Doubles Team Lawrence/Smith                                   |               |       |       |       |       |          |       |       | 250   |         |
|              | Team Tremblay Juvenile boys curling (PRA league)                    | 500           |       |       |       |       |          |       | 500   |       |         |
|              | TOTAL granted for year                                              |               | 500   | 1,500 | 0     | 1,500 | 1,500    | 1,500 | 1,500 | 1,500 | 1,500   |
|              | TOTAL used                                                          |               | 500   | 0     | 0     | 500   | 500      | 0     | 500   | 1,500 | 200     |
|              | BALANCE Remaining                                                   |               | 0     | 0     | 0     | 0     | 0        | 0     | 0     | 0     | 1,300 * |
| Area C       | Midget Predators Provincials Hockey                                 |               |       |       |       |       |          |       |       |       | 50      |
|              | NPSS Provincial Curling                                             |               |       |       |       |       |          |       |       |       | 50      |
|              | Inconnu Swim Club                                                   | 300           |       | 300   |       |       |          |       |       |       |         |
|              | High School Rodeo of BC Northern Region                             | 2,000         | 500   |       | 500   | 500   |          | 500   |       | 500   |         |
|              | U18 Predators Girls Hockey Team - Provincials                       |               |       |       |       |       |          |       |       | 500   |         |
|              | TOTAL granted for year                                              |               | 1,000 | 1,000 | 1,000 | 1,000 | 1,000    | 1,000 | 1,000 | 1,000 | 1,000   |
|              | TOTAL used                                                          |               | 500   | 300   | 500   | 500   | 0        | 500   | 0     | 1,000 | 100     |
|              | BALANCE Remaining                                                   |               | 0     | 0     | 0     | 0     | 0        | 0     | 0     | 0     | 900 *   |
| Area E       | 3 Nations Midget Hockey                                             | 650           |       | 350   |       | 300   |          |       |       |       |         |
|              | Auroras Speed Skating Club                                          | 250           |       | 250   |       |       |          |       |       |       |         |
|              | Chetwynd District Minor Hockey - Lonestar Tier 3 PeeWee Provincials |               |       |       |       |       |          |       |       | 500   |         |
|              | 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   |          | 1,000 | 1,000 |       |         |
|              | 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   |       |       |         |
|              | High School Rodeo of BC Northern Region                             |               |       |       |       |       |          |       |       | 250   |         |
|              | Chetwynd U16 Club Volleyball - Chargers                             | 500           |       |       |       |       |          | 500   |       |       |         |
|              | U16 Girls Club VB Chetwynd Raiders                                  | 500           |       |       |       |       |          |       | 500   |       |         |
|              | U14 CW Raiders Girls VB                                             |               |       |       |       |       |          |       |       | 500   |         |
|              | U17 CW Raiders Girl Club VB                                         |               |       |       |       |       |          |       |       | 500   |         |
|              | TOTAL granted for year                                              |               | 2,000 | 2,000 | 2,000 | 2,000 | 3,005.26 | 2,000 | 2,000 | 2,000 | 2,000   |
|              | TOTAL used for year                                                 |               | 1,200 | 900   | 2,000 | 1,400 | 800      | 2,000 | 1,500 | 2,000 | 0       |
|              | BALANCE Remaining                                                   |               | 0     | 0     | 0     | 0     | 0        | 0     | 0     | 0     | 2,000 * |
| Sub-Regional | DCSS - South Peace Campus Peace Rugby Girls                         |               |       |       |       |       |          |       |       |       | 250     |
|              | Midget Predators Provincials Hockey                                 |               |       |       |       |       |          |       |       |       | 50      |
|              | 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   |       |         |
|              | Ron Pettigrew Sr. Boy Basketball                                    |               |       |       |       |       |          |       |       | 500   |         |
|              | DC Volleyball Club u15, u16, u17_18                                 |               |       |       |       |       |          |       |       | 1,000 |         |
|              | TOTAL granted for year                                              |               | 1,500 | 1,500 | 1,500 | 1,500 | 1,500    | 1,500 | 1,500 | 1,500 | 1,500   |
|              | TOTAL used for year                                                 |               | 0     | 0     | 1,000 | 1,000 | 0        | 0     | 1,500 | 1,500 | 300     |
|              | BALANCE Remaining                                                   |               | 0     | 0     | 0     | 0     | 0        | 0     | 0     | 0     | 1,200 * |

\* Unused amounts returned to reduce next tax year

## Scholarship/Bursary Recipient Information 2010 to Current

## Area B Bursary

| Year | Name            | Amount |           | Date Claimed |
|------|-----------------|--------|-----------|--------------|
|      |                 | Amount | Remaining |              |
| 2018 |                 | 1,000  | 1,000     |              |
| 2017 | Brittney Hein   | 1,000  | 0         | 14-Aug-17    |
| 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  | 1,000     |              |

## Area C Scholarship

| Year | Name                   | Amount |           | Date Claimed |
|------|------------------------|--------|-----------|--------------|
|      |                        | Amount | Remaining |              |
| 2018 |                        | 1,000  | 1000      |              |
| 2017 | Justin Fehr            | 1,000  | 1000      |              |
| 2016 | Rachel Kalkman         | 1,000  | 0         | 25-Aug-16    |
| 2015 | Kevala Van Voilkenburg | 1,000  | 0         | 6-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  | 2,000     |              |

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## Area E Bursary

| Year | Name             | Amount |           | Date Claimed                  |
|------|------------------|--------|-----------|-------------------------------|
|      |                  | Amount | Remaining |                               |
| 2018 |                  | 500    | 500       |                               |
| 2018 |                  | 500    | 500       |                               |
| 2017 | Kaitlyn Dufresne | 500    | 0         | Nov-17                        |
| 2017 | Trevor Andres    | 500    | 500       |                               |
|      |                  |        |           | not claimed<br>rtn to funding |
| 2016 | Courtney Auger   | 500    | 0         | area                          |
| 2016 | Regan Neuls      | 500    | 0         | 5-Dec-16                      |
| 2015 | Kayla Sanford    | 500    | 0         | 13-Nov-15                     |
| 2015 | Dayton Waldie    | 500    | 0         | 7-Nov-15                      |
| 2014 | Sara Norris      | 500    | 0         | 27-Nov-14                     |
| 2014 | Brittany Andres  | 500    | 0         | 15-Jan-15                     |
|      | TOTAL            | 1,500  | 1,500     |                               |

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## Sub-Regional Bursary &amp; Scholarship

| Year | Name                                 | Amount |           | Date Claimed |
|------|--------------------------------------|--------|-----------|--------------|
|      |                                      | Amount | Remaining |              |
| 2018 |                                      | 1,500  | 1500      |              |
| 2018 |                                      | 1,500  | 1500      |              |
| 2017 | Taylor Schweitzer                    | 1,500  | 1500      |              |
| 2017 | Nadia Richer                         | 1,500  | 1500      |              |
| 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         | 2-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 | 6,000     |              |

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| Fair Share Commitments                                                        |                       |                            |                      |                           | K. Goodings<br>Area B         | B. Sperling<br>Area C | L. Hiebert<br>Area D | D. Boyd<br>Area E | Total<br>Fair Share     |
|-------------------------------------------------------------------------------|-----------------------|----------------------------|----------------------|---------------------------|-------------------------------|-----------------------|----------------------|-------------------|-------------------------|
| June 2018                                                                     |                       |                            |                      |                           |                               |                       |                      |                   |                         |
| January 1, 2018 opening balance                                               |                       |                            |                      |                           | 1,890,070.14                  | 1,781,370.61          | 3,140,642.86         | 2,792,605.75      | 9,604,689.36            |
| Total interest earned (Paid annually)                                         |                       |                            |                      |                           |                               |                       |                      |                   | -                       |
|                                                                               |                       |                            |                      |                           |                               |                       |                      |                   | -                       |
| COMMITMENTS                                                                   | Budget<br>Category    | Date<br>Committed          | Commitment<br>Amount | Previous Yrs.<br>Payments | Fair Share Payments This Year |                       |                      |                   | Remaining<br>Commitment |
| Area B                                                                        |                       |                            |                      |                           |                               |                       |                      |                   |                         |
| Clearview Arena Society; Crawl Space Remediation                              | -                     | Apr 16, 2018               | 1,000.00             |                           | 1,000.00                      |                       |                      |                   | -                       |
| Electrical Extension Grants                                                   | -                     | Ongoing                    | 4,000.00             |                           | 4,000.00                      |                       |                      |                   | -                       |
| FSJ Library (45,500 in 2018, 2019, 2020)                                      | -                     | Nov 16, 2017               | 167,800.00           | 31,300.00                 |                               |                       |                      |                   | 136,500.00              |
| NP Cultural Centre (30,000 in 2018, 2019, 2020)                               | -                     | Nov 16, 2017               | 118,125.00           | 28,125.00                 | 15,000.00                     |                       |                      |                   | 75,000.00               |
| NP Fall Fair; Display Buildings                                               | -                     | May 16, 2013               | 17,600.00            | 14,172.26                 |                               |                       |                      |                   | 3,427.74                |
| NP Light Horse Assoc; Indoor Arena Improvements                               | -                     | Mar 15, 2018               | 15,000.00            |                           |                               |                       |                      |                   | 15,000.00               |
| Rural Fire Protection Expansion Feasibility (CL)                              |                       | Feb 16, 2017               | 10,000.00            | 8,794.54                  |                               |                       |                      |                   | 1,205.46                |
| Rural Gasification (includes possible 5k for Blueberry Commune per Apr 16/15) |                       | Oct 20, 2001; Apr 16, 2015 | 680,000.00           | 32,367.25                 |                               |                       |                      |                   | 647,632.75              |
| Waste Water Receiving Facility (Operating Deficit 75%)                        | CL Sewer              | Nov 27, 2014               | -                    |                           |                               |                       |                      |                   | -                       |
|                                                                               |                       |                            |                      |                           | 1,013,525.00                  | 114,759.05            | 20,000.00            | -                 | 878,765.95              |
| Area C                                                                        |                       |                            |                      |                           |                               |                       |                      |                   |                         |
| Dave Mitchell & Assoc; Fire Protection Feas.                                  |                       | Mar 15, 2018               | 38,350.00            |                           |                               |                       |                      |                   | 38,350.00               |
| Electrical Extension Grants                                                   |                       | Ongoing                    | 4,000.00             |                           |                               |                       |                      |                   | 4,000.00                |
| FSJ Airport Sub Water Metering Initiative                                     | FSJ Airport Sub Water | Feb 18, 2016               | 25,000.00            | 10,177.93                 |                               |                       |                      |                   | 14,822.07               |
| FSJ Library (15,000 in 2018, 2019, 2020)                                      | -                     | Nov 16, 2017               | 60,000.00            | 15,000.00                 |                               |                       |                      |                   | 45,000.00               |
| NPAS; Airport Swr Pumps & Maintenance                                         | FSJ Airport Sub Sewer | Dec 7, 2015                | 26,289.38            | 4,157.98                  |                               |                       |                      |                   | 22,131.40               |
| NP Cultural Centre (14,062 in 2018,2019,2020)                                 | -                     | Nov 16, 2017               | 56,248.00            | 14,062.00                 |                               | 7,031.00              |                      |                   | 35,155.00               |
| Rural Fire Protection Feasibility (CL)                                        |                       | Feb 16, 2017               | 10,000.00            | 8,750.00                  |                               |                       |                      |                   | 1,250.00                |
| Waste Water Truck Receiving Facility (Operating Deficit 75%)                  | CL Sewer              | Nov 27, 2014               | -                    |                           |                               |                       |                      |                   | -                       |
|                                                                               |                       |                            |                      |                           | 219,887.38                    | 43,397.91             | -                    | 7,031.00          | 160,708.47              |
| Area D                                                                        |                       |                            |                      |                           |                               |                       |                      |                   |                         |
| Bear Mnt Nordic Ski Assn; Bissette Crk Culvert & Bridge Repair                |                       | Mar 16, 2017               | 30,000.00            | 27,827.10                 |                               |                       |                      |                   | 2,172.90                |
| Dave Mitchell & Assoc; Fire Protection Feas.                                  |                       | Mar 15, 2018               | 6,750.00             |                           |                               |                       |                      |                   | 6,750.00                |
| Dawson Creek Sportsman's Club; Indoor Range Expansion                         |                       | Jun 18, 2015               | 80,000.00            |                           |                               |                       |                      |                   | 80,000.00               |
| Electrical Extension Grants                                                   |                       | Ongoing                    | 4,000.00             |                           |                               |                       | 4,000.00             |                   | -                       |
| Rolla Sewer - Annual Oper. Grant (if required)                                | Rolla Sewer           | Feb 17, 2011               | 17,500.00            |                           |                               |                       |                      |                   | 17,500.00               |
| Rural Fire Protection Expansion Feasibility (DC)                              |                       | Feb 16, 2017               | 35,000.00            | 25,000.00                 |                               |                       |                      |                   | 10,000.00               |
| Rural Gasification                                                            |                       | Oct 20, 2011               | 1,000,000.00         | 58,798.50                 |                               |                       | -                    |                   | 941,201.50              |
| Swan Lake Weir Aluminum Gates                                                 |                       | Oct 20, 2011; Jan 24, 2018 | 8,133.75             | 8,133.75                  |                               |                       |                      |                   | -                       |
|                                                                               |                       |                            |                      |                           | 1,181,383.75                  | 119,759.35            | -                    | 4,000.00          | 1,057,624.40            |
| Area E                                                                        |                       |                            |                      |                           |                               |                       |                      |                   |                         |
| Bear Mnt Nordic Ski Assn; Bissette Crk Culvert & Bridge Repair                |                       | Mar 16, 2017               | 10,000.00            | 9,275.70                  |                               |                       |                      |                   | 724.30                  |
| Camp Sagitawa; Phase 1 Climbing Wall                                          |                       | Feb 20, 2014               | 20,000.00            | 1,102.50                  |                               |                       |                      | 1,680.00          | 17,217.50               |
| Dawson Creek Sportsman's Club; Indoor Range Expansion                         |                       | Jun 18, 2015               | 20,000.00            |                           |                               |                       |                      |                   | 20,000.00               |
| Little Prairie Heritage Soc; Engineering/Capital Projects                     |                       | May 16, 2013; Jul 20, 2017 | 25,000.00            | 10,132.50                 |                               |                       |                      |                   | 14,867.50               |
| Rural Gasification                                                            |                       | Oct 20, 2011               | 700,000.00           | 2,417.25                  |                               |                       |                      |                   | 697,582.75              |
| Sunset Pr Rec Comm; Fair Kitchen                                              |                       | May 16, 2013               | 58,000.00            | 45,142.91                 |                               |                       |                      |                   | 12,857.09               |
|                                                                               |                       |                            |                      |                           | 833,000.00                    | 68,070.86             | -                    | 1,680.00          | 763,249.14              |
| Total Fair Share Bank Balance at Month End                                    |                       |                            |                      |                           | 1,870,070.14                  | 1,774,339.61          | 3,136,642.86         | 2,790,925.75      | 9,571,978.36            |
| Total Remaining Commitment                                                    |                       |                            |                      |                           | 878,765.95                    | 160,708.47            | 1,057,624.40         | 763,249.14        | 2,860,347.96            |
| Balance After Remaining Commitments                                           |                       |                            |                      |                           | 991,304.19                    | 1,613,631.14          | 2,079,018.46         | 2,027,676.61      | 6,711,630.40            |
|                                                                               |                       |                            |                      |                           | Area B                        | Area C                | Area D               | Area E            |                         |

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| Peace River Agreement Commitments                             |  |                                          |              |                           | June 2018        | K. Goodings<br>Area B              | B. Sperling<br>Area C | L. Hiebert<br>Area D | D. Spence<br>Area E | R-4                     | Total        |
|---------------------------------------------------------------|--|------------------------------------------|--------------|---------------------------|------------------|------------------------------------|-----------------------|----------------------|---------------------|-------------------------|--------------|
| January 1, 2018 Opening Balance                               |  |                                          |              |                           |                  | 1,228,988.27                       | 1,437,726.56          | 1,240,094.87         | 997,874.35          |                         | 4,904,684.05 |
| Total interest (paid annually)                                |  |                                          |              |                           |                  |                                    |                       |                      |                     |                         | -            |
| Subscription PRA \$                                           |  |                                          |              |                           |                  | 750,000.00                         | 750,000.00            | 750,000.00           | 750,000.00          |                         | 3,000,000.00 |
| COMMITMENTS                                                   |  | Date<br>Committed                        | Commitment   | Previous Yrs.<br>Payments | Category<br>Code | Peace Agreement Payments This Year |                       |                      |                     | Remaining<br>Commitment |              |
| Area B                                                        |  |                                          |              |                           |                  |                                    |                       |                      |                     |                         |              |
| Cecil Lake Rec Comm; Hall Door & Window Replacement           |  | Aug 17, 2017                             | 5,297.23     |                           | 3                | 5,130.67                           |                       |                      |                     |                         | 166.56       |
| CDC; Fire Training Centre (4,375/year 2018-2022)              |  | Apr 16, 2018                             | 21,875.00    |                           | 6                |                                    |                       |                      |                     |                         | 21,875.00    |
| Clearview Arena Society; Concession Area Improvements         |  | Apr 16, 2018                             | 10,490.00    |                           | 2                | 10,490.00                          |                       |                      |                     |                         | -            |
| Clearview Rec Facility; Property Assessment                   |  | Jan 19, 2017                             | 50,000.00    | 5,400.00                  | 2                | 624.75                             |                       |                      |                     |                         | 43,975.25    |
| Buick Creek Arena; Insulation/Heating Upgrades                |  | Oct 20, 2016                             | 35,000.00    | 33,600.00                 | 2                |                                    |                       |                      |                     |                         | 1,400.00     |
| Water Tank Loaders - Potable H2O Stn Upgrade/Develop          |  | Oct 20, 2016; Mar 16, 2017; Nov 22, 2017 | 740,160.00   | 175,211.64                | 1                | 281,077.38                         |                       |                      |                     |                         | 283,870.98   |
|                                                               |  |                                          | 862,822.23   |                           |                  | 297,322.80                         | -                     | -                    | -                   |                         | 351,287.79   |
| Area C                                                        |  |                                          |              |                           |                  |                                    |                       |                      |                     |                         |              |
| CDC; Fire Training Centre (6,562.50/year 2018-2022)           |  | Apr 16, 2018                             | 32,812.50    |                           | 6                |                                    |                       |                      |                     |                         | 32,812.50    |
| CL Waste H2O Truck Facility; Bio-solids Mgmt Feas Study       |  | Aug 17, 2017                             | 50,000.00    | 2,600.00                  | 9                |                                    | 46,700.00             |                      |                     |                         | 700.00       |
| CL Waste H2O Truck Facility; Reclaimed H2O Feas/"Purple Pipe" |  | Aug 17, 2017                             | 75,000.00    | 5,000.00                  | 9                |                                    | 43,100.00             |                      |                     |                         | 26,900.00    |
| FSJ Airport Sub Water Distribution Maintenance Initiative     |  | Dec 1, 2016                              | 15,000.00    | 12,000.00                 | 1                |                                    |                       |                      |                     |                         | 3,000.00     |
|                                                               |  |                                          | 172,812.50   |                           |                  |                                    | 89,800.00             |                      |                     |                         | 63,412.50    |
| Area D                                                        |  |                                          |              |                           |                  |                                    |                       |                      |                     |                         |              |
| CDC; Kiskatinaw Watershed Stewardship (30K/yr 2016-2020)      |  | Dec 17, 2015                             | 150,000.00   | 60,000.00                 | 4                |                                    |                       | 30,000.00            |                     |                         | 60,000.00    |
| CDC; New Fire Hall                                            |  | Apr 16, 2018                             | 600,000.00   |                           |                  |                                    |                       |                      |                     |                         | 600,000.00   |
| CDC; Fire Training Centre (15,312.50/year 2018-2022)          |  | Apr 16, 2018                             | 76,562.50    |                           | 6                |                                    |                       |                      |                     |                         | 76,562.50    |
| CDC; Water Station Upgrade Project                            |  | Apr 16, 2018                             | 375,000.00   |                           | 1                |                                    |                       |                      |                     |                         | 375,000.00   |
| DC Ski & Rec Assn; Reservoir and Pipeline R&M/Expansion       |  | Mar 16, 2017                             | 54,150.00    | 1,445.55                  | 3                |                                    |                       |                      |                     |                         | 52,704.45    |
| Hats & Chaps Gymkhana Club; Sea Can                           |  | Mar 16, 2017                             | 18,750.00    | 18,750.00                 | 3                |                                    |                       |                      |                     |                         | -            |
| KL Community Centre Society; Security System Installation     |  | Apr 20, 2017                             | 5,798.00     |                           | 3                |                                    |                       | 5,798.00             |                     |                         | -            |
| KL Sewer; Pump & Alarm System Install; Spare Pump             |  | Feb 18, 2016                             | 22,000.00    | 12,601.51                 | 9                |                                    |                       |                      |                     |                         | 9,398.49     |
| South Peace Arts Society; Exhibition & Outreach Art Program   |  | Aug 17, 2017                             | 1,500.00     | 1,500.00                  | 7                |                                    |                       |                      |                     |                         | -            |
| South Peace Dist Crime Prevention Assn; Signs                 |  | Dec 17, 2015                             | 4,375.00     | 3,909.15                  | 4                |                                    |                       |                      |                     |                         | 465.85       |
| Tomslake Cultural Comm Assn; Main H2O Cistern Repair/Replace  |  | Jan 19, 2017                             | 5,000.00     |                           | 4                |                                    |                       |                      |                     |                         | 5,000.00     |
| Year-Round Rec Facility Upgrades within Dawson Creek          |  | Apr 16, 2018                             | 187,500.00   |                           | 8                |                                    |                       |                      |                     |                         | 187,500.00   |
|                                                               |  |                                          | 1,313,135.50 |                           |                  |                                    |                       | 35,798.00            |                     |                         | 1,366,631.29 |
| Area E                                                        |  |                                          |              |                           |                  |                                    |                       |                      |                     |                         |              |
| Chetwynd Public Library; Design                               |  | Jan 24, 2018; May 17, 2018; Jun 21, 2018 | 248,000.00   |                           | 7                |                                    |                       |                      |                     | 20,766.17               | 227,233.83   |
| Chetwynd Public Library; Exterior Renovation                  |  | Dec 7, 2015                              | 100,000.00   |                           | 7                |                                    |                       |                      |                     |                         | 100,000.00   |
| CDC; Kiskatinaw Watershed Stewardship (10K/yr 2016-2020)      |  | Dec 7, 2015                              | 50,000.00    | 20,000.00                 | 4                |                                    |                       |                      |                     | 10,000.00               | 20,000.00    |
| CDC; Fire Training Centre (8,750/year 2018-2022)              |  | Apr 16, 2018                             | 43,750.00    |                           | 6                |                                    |                       |                      |                     |                         | 43,750.00    |
| CDC; Water Station Upgrade Project                            |  | Apr 16, 2018                             | 125,000.00   |                           | 1                |                                    |                       |                      |                     |                         | 125,000.00   |
| DC Ski & Rec Assn; Reservoir and Pipeline R&M/Expansion       |  | Mar 16, 2017                             | 18,050.00    |                           | 3                |                                    |                       |                      |                     |                         | 18,050.00    |
| Year-Round Rec Facility Upgrades within Dawson Creek          |  | Apr 16, 2018                             | 62,500.00    |                           | 8                |                                    |                       |                      |                     |                         | 62,500.00    |
|                                                               |  |                                          | 647,300.00   |                           |                  |                                    |                       |                      |                     | 30,766.17               | 596,533.83   |
| Total Peace River Agreement GL Balance at Month End           |  |                                          |              |                           |                  | 1,681,665.47                       | 2,097,926.56          | 1,954,296.87         | 1,717,108.18        |                         | 7,450,997.08 |
| Total Remaining Commitment                                    |  |                                          |              |                           |                  | 351,287.79                         | 63,412.50             | 1,366,631.29         | 596,533.83          |                         | 2,377,865.41 |
| Balance available after remaining commitments                 |  |                                          |              |                           |                  | 1,330,377.68                       | 2,034,514.06          | 587,665.58           | 1,120,574.35        |                         | 5,073,131.67 |
|                                                               |  |                                          |              |                           |                  | Area B                             | Area C                | Area D               | Area E              |                         |              |
| 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                                                |  |                                          |              |                           |                  |                                    |                       |                      |                     |                         |              |
|                                                               |  |                                          |              |                           |                  |                                    |                       |                      |                     |                         |              |

August 16, 2018

| BCR/PRA Commitments                               | June 2018 | Area B              | Area C              | Area D              | Area E              | Total<br>BCR/PRA |
|---------------------------------------------------|-----------|---------------------|---------------------|---------------------|---------------------|------------------|
| 2018 Opening Balance                              |           | 60,803.14           | 63,831.84           | 28,433.99           | 43,852.53           | 196,921.50       |
| Interest (Paid Annually)                          |           |                     |                     |                     |                     |                  |
| <u>Commitments</u>                                |           |                     |                     |                     |                     |                  |
| Northern Brain Injury Assoc.; Rd. Safety Campaign |           |                     | 500.00              |                     |                     |                  |
| <b>Total Commitments</b>                          |           | -                   | 500.00              | -                   | -                   | 500.00           |
| <u>Expenditures</u>                               |           |                     |                     |                     |                     |                  |
| Silver Willow 4-H; 2017 Peace Lookout Cleanup     |           |                     | 1,500.00            |                     |                     |                  |
| <b>Total Expenditures</b>                         |           | -                   | 1,500.00            | -                   | -                   | 1,500.00         |
|                                                   |           |                     |                     |                     |                     |                  |
| <b>Month End GL Balance</b>                       |           | 60,803.14           | 62,331.84           | 28,433.99           | 43,852.53           | 195,421.50       |
|                                                   |           |                     |                     |                     |                     |                  |
| <b>Balance available</b>                          |           | 60,803.14<br>Area B | 61,831.84<br>Area C | 28,433.99<br>Area D | 43,852.53<br>Area E | 194,921.50       |

August 16, 2018

## All Regional District Reserve Balances as of June 30, 2018

## RESERVES

|                                           |                 |
|-------------------------------------------|-----------------|
| 911 Emergency Capital Reserve             | \$ 253,030.13   |
| *BCR/PRA                                  | \$ 195,421.50   |
| Buick Creek Arena Capital Reserve         | \$ 170,683.40   |
| Buick Creek Arena Operating Res           | \$ 79,107.85    |
| Building Reserve                          | \$ 918,851.45   |
| Charlie Lake Fire Capital Reserve         | \$ 652,225.22   |
| Charlie Lake Sewer Capital Reserve        | \$ 128,170.34   |
| Charlie Lake Sewer Operating Reserve      | \$ 98,963.93    |
| Charlie Lake Sewer Treatment/Disposal     | \$ 276,540.58   |
| Charlie Lk Waste Water Truck Facility Res | \$ 125,955.06   |
| Chetwynd Arena Capital Reserve            | \$ 1,658,214.34 |
| Chetwynd Leis Cntr Capital Reserve        | \$ 1,908,624.38 |
| Chilton Sewer Capital Reserve             | \$ 33,260.84    |
| Chilton Sewer Operating Reserve           | \$ 28,834.04    |
| Chilton Sewer Debenture Reserve           | \$ -            |
| Clearview Arena Operating Reserve         | \$ 87,507.10    |
| CL DCC Reserve                            | \$ 250,888.77   |
| CLFD Fundraising                          | \$ -            |
| CLFD Operating Reserve                    | \$ 30,665.76    |
| Comm Parks Water Capital Reserve          | \$ -            |
| Comm Parks Water Operating Res            | \$ -            |
| *Community Works (Gas Tax)                | \$ 2,827,679.04 |
| DC/PC Fire Capital Reserve                | \$ 332,952.60   |
| Election Reserve                          | \$ 79,570.37    |
| Emergency Plan Reserve                    | \$ 278,791.03   |
| *Fair Share                               | \$ 9,571,978.36 |
| Feasibility Reserve                       | \$ 263,295.03   |
| Friesen Sewer Capital Reserve             | \$ 5,967.09     |
| Friesen Sewer Operating Reserve           | \$ 18,303.52    |
| FSJ Airport Sewer Capital Reserve         | \$ 40,239.89    |
| FSJ Airport Sewer Operating Reserve       | \$ 49,836.83    |
| FSJ Airport Water Capital Reserve         | \$ 14,457.74    |
| FSJ Airport Water Operating Reserve       | \$ 28,870.87    |

|                                         |                  |
|-----------------------------------------|------------------|
| Green "Carbon" Project Reserve          | \$ 23,855.96     |
| Harp/Imp Sewer Capital Reserve          | \$ 13,371.55     |
| Harp/Imp Sewer Operating Reserve        | \$ 13,370.85     |
| Information System Plan Reserve         | \$ 275,418.60    |
| Insurance Reserve                       | \$ 478,402.06    |
| Kelly Lake Comm Ctr. Operating Reserve  | \$ 26,268.09     |
| Kelly Lake Comm Ctr. Capital Reserve    | \$ 23,141.53     |
| Kelly Lake Sewer Capital Reserve        | \$ 11,540.89     |
| Kelly Lake Sewer Operating Reserve      | \$ 20,704.17     |
| Landfill Closure Reserve                | \$ 736,987.77    |
| Medical Scholarship Residency Reserve   | \$ 101,121.92    |
| Moberly Lake Fire Capital Reserve       | \$ 18,072.23     |
| North Pine TV Reserve                   | \$ 42,120.21     |
| NP Economic Development Commission      | \$ -             |
| NPEDC Spark Conference Res              | \$ -             |
| NP Leisure Pool Building Repl Res       | \$ 3,018,189.24  |
| NP Leisure Pool Capital Reserve         | \$ 648,996.67    |
| *Peace River Agreement                  | \$ 7,450,997.08  |
| Peace River Agreement Committee Reserve | \$ 1,018,185.92  |
| Regional Parks Capital Reserve          | \$ 61,652.03     |
| Regional Parks Operating Reserve        | \$ 46,500.04     |
| Rolla Creek Dyke Operating Reserve      | \$ 4,676.02      |
| Rolla Sewer Capital Reserve             | \$ 10,072.63     |
| Rolla Sewer Operating Reserve           | \$ 7,278.26      |
| *Rural (Loan Fund)                      | \$ 3,783,602.42  |
| Rural Fringe                            | \$ 1,144,680.64  |
| Solid Waste Capital Reserve             | \$ 6,867,143.13  |
| Solid Waste Operating Reserve           | \$ 1,044,242.40  |
| Sub-Reg Recreation Insurance Reserve    | \$ 114,766.84    |
| Tomslake Fire Reserve                   | \$ 21,561.10     |
| Vehicle (Admin) Reserve                 | \$ 165,070.15    |
| Vehicle (BI) Reserve                    | \$ 7,574.00      |
| Vehicle (SW) Reserve                    | \$ 99,614.75     |
| TOTAL                                   | \$ 47,708,066.21 |

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

August 16, 2018

| Loans in Loan Fund                                   | Loans Approved | Loans Issued | Outstanding Balance |
|------------------------------------------------------|----------------|--------------|---------------------|
| Chetwynd Communications Soc (2018)                   | 275,000.00     | 275,000.00   | 27,500.00           |
| NP Farmers Institute; Grain Elevator Upgrades (2021) | 300,000.00     | 300,000.00   | 195,000.00          |
| Total                                                | 575,000.00     | 575,000.00   | 222,500.00          |

|                       |              |
|-----------------------|--------------|
| Loan Funds Available: | 3,277,500.00 |
|-----------------------|--------------|

| "Grants" from Loan Fund Interest | Committed | Previous Years Paid | Current Year Paid | Remaining |
|----------------------------------|-----------|---------------------|-------------------|-----------|
|                                  |           |                     |                   | -         |
| Total                            | -         | -                   | -                 | -         |

|                                 |              |
|---------------------------------|--------------|
| Interest Grant Funds Available: | \$506,102.42 |
|---------------------------------|--------------|

|                                   |                |
|-----------------------------------|----------------|
| Total RLF Loan & Grant Available: | \$3,783,602.42 |
|-----------------------------------|----------------|

| Community Works (Gas Tax) Commitments          | Project No.<br>(If applicable) | Committed      | Previous Years Paid | Current Year Paid | Remaining    |
|------------------------------------------------|--------------------------------|----------------|---------------------|-------------------|--------------|
| Buick Creek Arena; Insulation/Heating Upgrades |                                | 5,759.44       |                     |                   | 5,759.44     |
| Kelly Lake Community Centre; Furnaces          |                                | 10,800.30      |                     | 10,800.30         | -            |
| Kelly Lake Community Centre; Upgrades          | 15-480                         | 50,000.00      | 48,607.60           |                   | 1,392.40     |
| Osborn Community Hall; Furnace                 |                                | 5,617.50       |                     | 5,617.50          | -            |
| Sagitawa Christian Camps                       |                                | 35,000.00      |                     |                   | 35,000.00    |
| Sweetwater Parkland Farmers Institute; Furnace |                                | 19,488.00      |                     | 12,000.00         | 7,488.00     |
| Waste Water Receiving Facility at Charlie Lk   | 14-512                         | 3,500,000.00   | 3,300,874.20        | 135,138.14        | 63,987.66    |
| Tupper Community Hall; Furnace                 |                                | 10,500.00      |                     |                   | 10,500.00    |
| Total                                          |                                | \$3,637,165.24 | \$3,349,481.80      | \$163,555.94      | \$124,127.50 |

|                          |                |
|--------------------------|----------------|
| Gas Tax Funds Available: | \$2,703,551.54 |
|--------------------------|----------------|

**August 16, 2018**



# REPORT

To: Rural Budgets Administration Committee

Date: July 18, 2018

From: Jill Rickert, Community Services Coordinator

Subject: Grant Request - North Peace Family SuperPark Society

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## RECOMMENDATION #1:

That the Rural Budgets Administration Committee authorize a grant in the amount of \$15,240, payable from Electoral Area C, BC Rail/Peace River Agreements, to be issued to the North Peace Family SuperPark Society for the purchase of safety mats and turf flooring.

## BACKGROUND/RATIONALE:

The North Peace Family SuperPark Society is requesting funding to assist with the purchase and installation of flooring at the North Peace Family SuperPark facility. The concept of the 'SuperPark' began in 2013 with the idea of having an indoor play area for families in the North Peace. After much work and fundraising, the facility is near completion and is expected to open in September 2018. The SuperPark will offer a full range of indoor play activities that children aged 6 months to 12 years and of all abilities will be able to enjoy. The total cost of the flooring project is \$16,240. Other funders for this project include Tom's Construction (\$500) and Rudy's Hwy Car and Truck Wash (\$500) for a total of \$1,000.

The North Peace Family SuperPark Society is a registered not-for-profit society in good standing with the *Societies Act* of BC.

## ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee deny the grant request from the North Peace Family SuperPark Society and provide further direction to staff.

## 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):**

- At the time of this report, the balance remaining in Electoral Area C, BC Rail/Peace River Agreements was \$62,331.84.
- If approved funding will be paid to the North Peace Family SuperPark Society through claim reimburse, supported by receipts.

**COMMUNICATIONS CONSIDERATION(S):**

The applicant will be advised in writing of the Rural Budgets Administration Committee's decision.

**OTHER CONSIDERATION(S):**

Attachment#1: Grant Application, North Peace Family SuperPark Society.



## PEACE RIVER REGIONAL DISTRICT

## GRANT APPLICATION FORM

Society #: S0061575

Community Club or Group Name: The North Peace Family SuperPark Society

Mailing Address: 8162 100 Ave

City: Fort St. John

Postal Code: V1J 1W5

Civic Address: 8162 100 Ave Fort St. John

Contact Person: Jaandi Roemer

Alternate Person: Carl Waddington

Tel: 250-262-2703

Tel: 250-793-1509

Fax:

Fax:

Email: npsuperpark@@gmail.com

Email: carlw@livewireautomation.ca

## CLUB EXECUTIVES

President: Jaandi Roemer

Vice President: Carl Waddington

Treasurer: Lorraine Shields

## PROJECT COSTS

Total Cost of Project: ~~\$14,400~~ \$16,240Amount Requested per year: ~~\$14,400~~ \$15,240For how many years? 1 yr ☒ 2 yrs ☐ 3 yrs ☐**Describe the project for which your organization is requesting a grant and the reason for your request.***If more space is needed, please add it as an attachment to your application.*

The SuperPark is an indoor play facility that is open to the North Peace Region and is inclusive to families of all ability and income levels. Our facility is roughly 2200 sq feet and will have "natural play based" indoor play equipment. This type of play is important in the development of imaginative, exploratory and challenge solving abilities. It is also especially important for children with sensory challenges as it isn't over stimulating with colour and sound. We have been fundraising for the last 5 years and have been able to cover 6 months of operation costs as well as purchase almost everything we need to open our doors and start generating revenue that will keep the SuperPark sustainable throughout the year. The one cost that has come up that we are unable to cover at this time is the flooring and it is preventing us from opening our doors this fall as we can't lay out the equipment and toys we do have ready for play.

\$7,840

We have safety mats that are on purchase order through our lease holder, Rogers Northern Properties at ~~\$7000~~ and Turf from Rosebrook Flooring that is \$8400. We have raised \$1000 toward the turf to date. We could really use the help from this grant to open our door and get the kids playing all winter.

## ATTACHMENTS REQUIRED:

- Project budget, including all sources of funding
- Current financial statements showing expenses, revenues & savings

Signature of Applicant:

Date: 07/12/18

**For Office Use Only**Fair Share: B ☐ C ☐ D ☐ E ☐Gas Tax: ☐PRA: B ☐ C ☐ D ☐ E ☐Other: ☐BCR/PRA: B ☐ C ☐ D ☐ E ☐

## 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: ~~August 16, 2018~~ prrd.fsj@prrd.bc.ca



# North Peace Family SuperPark Society

Fort St. John, BC (250) 262-2703

Report for Sept. 30 2017 - September 2018 Prepared by Lorraine Shields, Treasurer



| <u>Date</u>  | <u>Transaction Detail</u>           | <u>Debit</u> | <u>Credit</u> | <u>Balance</u> | <u>Description of Fundraiser/Donation or Office Expense or Revenue</u> |
|--------------|-------------------------------------|--------------|---------------|----------------|------------------------------------------------------------------------|
| Oct. 20 2017 | Cheque # 00108 - Jaandi Roemer      | \$ 55.00     |               | \$ 42,471.46   | BC Society Act Filing Charge                                           |
| Oct. 31 2017 | Monthly Plan Fee                    | \$ 4.95      |               | \$ 42,466.51   |                                                                        |
| Oct. 31 2017 | Account Balance Rebate              |              | \$ 4.95       | \$ 42,471.46   |                                                                        |
| Nov. 22 2017 | Paypal MSP                          | \$ 95.61     |               | \$ 42,375.85   | Marketing Materials                                                    |
| Nov. 23 2017 | Cheque # 00112 - Jaandi Roemer      | \$ 615.00    |               | \$ 41,760.85   | \$600 Masquerade Ball 2018 Decorations \$15 Director Change Fee        |
| Nov. 24 2017 | Paypal MSP                          | \$ 197.11    |               | \$ 41,563.74   | 2018 Masquerade Ball - Ostrich feathers                                |
| Nov. 24 2017 | Cheque # 00111 - DJ Good Vibrations | \$ 750.00    |               | \$ 40,813.74   | 2018 Masquerade Ball - DJ                                              |
| Nov. 27 2017 | Cheque # 00110 - Faye Anstey        | \$ 2,000.00  |               | \$ 38,813.74   | 2018 Masquerade Ball - Event Planner                                   |
| Nov. 28 2017 | Cheque # 00109 - Dustin Shields     | \$ 24.63     |               | \$ 38,789.11   | 2017 Santa Clause Parade Float - Tarps                                 |
| Nov. 29 2017 | Cheque Order Charges                | \$ 142.98    |               | \$ 38,646.13   |                                                                        |
| Nov. 30 2017 | Monthly Plan Fee                    | \$ 4.95      |               | \$ 38,641.18   |                                                                        |
| Nov. 30 2017 | Account Balance Rebate              | \$ 4.95      |               | \$ 38,646.13   |                                                                        |
| Dec 12, 2017 | Square INC MSP                      |              | \$ 0.01       | \$ 38,646.14   | Square reader testing                                                  |
| Dec 12, 2017 | Square INC MSP                      |              | \$ 729.28     | \$ 39,375.42   | 2018 Masquerade Ball - Ticket Sales                                    |
| Dec. 12 2017 | Square INC MSP                      | \$ 0.01      |               | \$ 39,375.41   | Square reader testing                                                  |
| 12/29/2017   | Monthly Plan Fee                    | \$ 4.95      |               | \$ 39,370.46   |                                                                        |
| 12/29/2017   | Account Balance Rebate              |              | \$ 4.95       | \$ 39,375.41   |                                                                        |
| 1/4/2018     | Paypal MSP                          | \$ 394.63    |               | \$ 38,980.78   | 2018 Masquerade Ball - LED martini glasses                             |
| 1/19/2018    | E-transfer                          |              | \$ 750.00     | \$ 39,730.78   | 2018 Masquerade Ball - Ticket Sales                                    |
| 1/19/2018    | E-transfer                          |              | \$ 190.00     | \$ 39,920.78   | 2018 Masquerade Ball - Ticket Sales                                    |
| 1/22/2018    | E-transfer                          |              | \$ 95.00      | \$ 40,015.78   | 2018 Masquerade Ball - Ticket Sales                                    |
| 1/23/2018    | Cheque #00114 - Faye Anstey         | \$ 163.72    |               | \$ 39,852.06   | 2018 Masquerade Ball - Decorations                                     |
| 1/25/2018    | E-transfer                          |              | \$ 190.00     | \$ 40,042.06   | 2018 Masquerade Ball - Ticket Sales                                    |
| 1/25/2018    | E-transfer                          |              | \$ 600.00     | \$ 40,642.06   | 2018 Masquerade Ball - Ticket Sales                                    |
| 1/25/2018    | E-transfer                          |              | \$ 1,000.00   | \$ 41,642.06   | 2018 Masquerade Ball - Ticket Sales                                    |
| Jan 25 2018  | Cheque #00113 - Eric Clark          | \$ 500.00    |               | \$ 41,142.06   | 2018 Masquerade Ball - Band Deposit                                    |
| 1/26/2018    | E-transfer                          |              | \$ 570.00     | \$ 41,712.06   | 2018 Masquerade Ball - Ticket Sales                                    |
| 1/31/2018    | E-transfer                          |              | \$ 75.00      | \$ 41,787.06   | 2018 Masquerade Ball - Ticket Sales                                    |
| 1/31/2018    | E-transfer                          |              | \$ 165.00     | \$ 41,952.06   | 2018 Masquerade Ball - Ticket Sales                                    |
| 1/31/2018    | Monthly Plan Fee                    | \$ 4.95      |               | \$ 41,947.11   |                                                                        |
| 1/31/2018    | Account Balance Rebate              |              | \$ 4.95       | \$ 41,952.06   |                                                                        |

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## 2018 Masquerade Ball - Ticket Sales

## 2018 Masquerade Ball - Ticket Sales

## 2018 Masquerade Ball - Ticket Sales

### 2018 Masquerade Ball - Ticket Sales

### 2018 Masquerade Ball - Ticket Sales

### 2018 Masquerade Ball - Ticket Sales

2018 Masquerade ball ticket sales

2018 Masquerade Ball Ticket Sales

Masquerade Ball - Flowers &amp; Decorations

2018 Masquerade Ball - Flowers &amp; Decorations

## 2018 Masquerade Ball - Decorations

### Accidental payment from wrong account

### 2018 Masquerade Ball - Ticket Sales

### 2018 Masquerade Ball - Ticket Sales

## 2018 Masquerade Ball - Ticket Sales

## 2018 Masquerade Ball - Ticket Sales

## 2018 Masquerade Ball - Ticket Sales

## 2018 Masquerade Ball - Ticket Sales

### 2018 Masquerade Ball - Ticket Sales

## 2018 Masquerade Ball - Ticket Sales

### 2018 Masquerade Ball - Ticket Sales

2018 Masquerade Ball - Ticket Sales

2018 Masquerade Ball - Gas Reimbursement

## 2018 Masquerade Ball - Ticket Sales

2018 Masquerade Ball - Cupcake Stand Materials

## 2018 Masquerade Ball - Ticket Sales

### 2018 Masquerade Ball - Ticket sales

### Membership Renewal for ESI Chamber of Commerce

### 2018 Masquerade Ball - Ticket Sales

### 2018 Masquerade Ball - Ticket Sales

2018 Masquerade Ball Decorations

2010 Masquerade Ball Decorations

**August 16, 2018**

|           |                                     |             |             |              |                                                             |
|-----------|-------------------------------------|-------------|-------------|--------------|-------------------------------------------------------------|
| 3/12/2018 | E-transfer                          |             | \$ 55.00    | \$ 45,982.13 | 2018 Masquerade Ball - Ticket Sales                         |
| 3/12/2018 | E-transfer                          |             | \$ 50.00    | \$ 46,032.13 | 2018 Masquerade Ball - Silent Auction                       |
| 3/12/2018 | E-transfer                          |             | \$ 185.00   | \$ 46,217.13 | 2018 Masquerade Ball - Silent Auction                       |
| 3/12/2018 | Cheque #00121 - Jaandi Roemer       | \$ 500.00   |             | \$ 45,717.13 | 2018 Masquerade Ball - Cash Float                           |
| 3/12/2018 | Cheque #00122 - Suzon Anne Tremblay | \$ 160.00   |             | \$ 45,557.13 | 2018 Masquerade Ball - Mystic Borealis (Belly Dancers)      |
| 3/13/2018 | Cheque #00123 - Eric Clark          | \$ 1,000.00 |             | \$ 44,557.13 | 2018 Masquerade Ball - Band final payment                   |
| 3/16/2018 | Cheque Image fee                    | \$ 1.50     |             | \$ 44,555.63 |                                                             |
| 3/16/2018 | Cheque image fee                    | \$ 1.50     |             | \$ 44,554.13 |                                                             |
| 3/19/2018 | Deposit at home branch              |             | \$ 500.00   | \$ 45,054.13 | 2018 Masquerade Ball sponsorship donation                   |
| 3/19/2018 | Deposit at home branch              |             | \$ 3,400.00 | \$ 48,454.13 | 2018 Masquerade Ball Silent Auction/glasses/flowers/tickets |
| 3/19/2018 | Paypal MSP - Deposit                |             | \$ 47.25    | \$ 48,501.38 | refund for accidental payment from wrong account            |
| 3/29/2018 | Monthly Plan Fee                    | \$ 4.95     |             | \$ 48,496.43 |                                                             |
| 3/29/2018 | Account Balance Rebate              |             | \$ 4.95     | \$ 48,501.38 |                                                             |
| 4/2/2018  | Cheque # 00125 - Russell Eggleston  | \$ 1,593.58 |             | \$ 46,907.80 | 2018 Masquerade Ball Lighting and sound                     |
| 4/4/2018  | Cheque # 00126 - Pomeroy Hotel      | \$ 4,951.04 |             | \$ 41,956.76 | 2018 Masquerrade Ball Food and ballroom rental              |
| 4/19/2018 | Paypal                              | \$ 156.71   |             | \$ 41,800.05 | Vistaprint window decals                                    |
| 4/23/2018 | Paypal                              | \$ 50.97    |             | \$ 41,749.08 | Vistaprint invites for June 15th social                     |
| 4/30/2018 | Monthly Plan Fee                    | \$ 4.95     |             | \$ 41,744.13 |                                                             |
| 4/30/2018 | Account Balance Rebate              |             | \$ 4.95     | \$ 41,749.08 |                                                             |
| 5/7/2018  | Cheque # 00124                      | \$ 600.00   |             | \$ 41,149.08 | 2018 Masquerade Ball - Pheonix Volenteer Club (Safe ride)   |
| 5/23/2018 | Cheque # 00129 - Jaandi Roemer      | \$ 121.81   |             | \$ 41,027.27 | Reimbursment for Facility Renos and Social                  |
| 5/23/2018 | Cheque # 00128 - Jaandi Roemer      | \$ 38.26    |             | \$ 40,898.01 | Reimbursment for Facility Renos and Social                  |
| 5/28/2018 | Cheque # 00132 - Home Hardware      | \$ 490.90   |             | \$ 40,498.11 | Building supplies for facility renos                        |
| 5/29/2018 | Cheque # 00130 - Erin Alexander     | \$ 200.00   |             | \$ 40,298.11 | Play equiptment and furniture for facility                  |
| 5/30/2018 | Pembina Pipeline BPY                |             | \$ 5,000.00 | \$ 45,266.50 | Grant                                                       |
| 5/31/2018 | Monthly Plan Fee                    | \$ 4.95     |             | \$ 45,261.55 |                                                             |
| 5/31/2018 | Account Balance Rebate              |             | \$ 4.95     | \$ 45,266.50 |                                                             |
| 6/15/2018 | Cheque # 00139 - Jaandi Roemer      | \$ 90.69    |             | \$ 45,175.81 | Reimbursment for Carnival supplies                          |
| 6/15/2018 | Cheque # 00137 - Jaandi Roemer      | \$ 143.32   |             | \$ 45,032.49 | Reimbursment for Carnival supplies                          |
| 6/15/2018 | Cheque # 00136 - Alyssa Ingberg     | \$ 750.00   |             | \$ 44,282.49 | Floats for carnival                                         |
| 6/15/2018 | Cheque # 00135 Alyssa Ingberg       | \$ 354.77   |             | \$ 43,927.72 | Reimbursment for Carnival Food                              |
| 6/15/2018 | Cheque # 00133 - Julia Haggstrom    | \$ 200.00   |             | \$ 43,837.72 | Cleaning of facility                                        |
| 6/18/2018 | E-transfer                          |             | \$ 20.00    | \$ 43,857.72 | Hand tile @ Carnival                                        |

August 16, 2018

Date: May 29, 2017



## 2016 SuperPark Capital Budget

| CATEGORY                                         | ESTIMATED            | ACTUAL              | OVER/UNDER          |
|--------------------------------------------------|----------------------|---------------------|---------------------|
| Large Playground ***                             | \$150,000.00         | \$ 80,000.00        | \$ 70,000.00        |
| Special Needs Equipment                          | \$ 10,000.00         | \$ 3,500.00         | \$ 6,500.00         |
| Free Play Toys ie: cars, dolls, colouring)       | \$ 10,000.00         | \$ 1,000.00         | \$ 9,000.00         |
| Adult Social Area (*furniture, coffee)           | \$ 5,000.00          | \$ -                | \$ 5,000.00         |
| Sensory Room - Sponsored by Pembina Pipeline Ltd | \$ 3,500.00          | \$ -                | \$ 3,500.00         |
| Reading Corner - Sponsored by Bergen Financial   | \$ 300.00            | \$ -                | \$ 300.00           |
| Other                                            | \$ 1,500.00          | \$ 5,000.00         | \$ -3,500.00        |
|                                                  |                      | \$                  | \$ -                |
| <b>Total Expenses</b>                            | <b>\$ 180,300.00</b> | <b>\$ 89,500.00</b> | <b>\$ 90,800.00</b> |

\*Furniture budget based on The Brick for 2 love seats, 1 coffee table. Walmart for bean bag seats for adult or kids. \*\* Sensory Room costs based on catalogue from TFH Special Needs Toys CANADIAN WAREHOUSE Pickering, Ont \*\*\*Large Playground and Toddler/Baby zone quoted by Trevor Zahara and is flexible.

### **Thank you to our past and current sponsors/financial donors.**

2013 - North Caribou Air Ltd. \$5000 (Playground equipment with name plaque)  
 2013 - NorthStar AvLease Ltd. \$5000 (Playground equipment with name plaque)  
 2015 - Tidy Trucking \$1000 (Fundraiser Sponsor)  
 2015 - Arrow Insurance – Fort St. John \$1000 (playground equipment)  
 2015 - Shell Canada \$5000 (Playground equipment with name plaque)  
 2016 - Suncor Energy Ltd. \$2000 (Playground equipment)  
 2016 - Ambitious Hotshot & Piloting \$3000 (Fundraiser sponsor)  
 2018 - Pembina Pipelines Ltd. \$5000 (Sensory Room Sponsor with naming rights)  
 2018 - Livewire Automation \$5000 (Playground equipment with name plaque)  
 2018 - Conocophillips Canada Ltd. \$2500 (Free play toys and birthday room décor)  
 2018 – Toms Construction \$500 (Flooring)  
 2018 – Rudy's Highway Car and Truck Wash \$500 (Flooring)

August 16, 2018

# Rosebrook Flooring

9828 - 101st Ave  
Fort St. John, BC V1J 2B2  
Phone (250) 785-4411  
Fax (250) 785-7355

# R-5

|       |           |
|-------|-----------|
| Quote | 6092      |
| Date  | 12-Jul-18 |
| SP    | BA        |
| Type  | POS       |

## Name

NP SUPERPARK  
Jaandi Roemer  
8162 100 Avenue  
Fort St. John, BC  
V1J 1W5

## Job Site

Home ph 250-262-2703  
Work ph  
Address NP SUPERPARK  
Jaandi Roemer  
8162 100 Avenue  
Fort St. John, BC  
N  
Misc

| Cust | Date      | Ship Via | FOB | Terms | PO No | PST NO |
|------|-----------|----------|-----|-------|-------|--------|
| 2890 | 12-Jul-18 |          |     |       |       |        |

| Room                            | Item         | Description            | Colour | Name | Qty  | Unit | Price | Amount  |
|---------------------------------|--------------|------------------------|--------|------|------|------|-------|---------|
|                                 | EVERBLADE 50 | Rymar Everblade 50     |        |      | 1875 |      | 4.00  | 7500.00 |
|                                 | FRTF         | Freight - Carpet/Vinyl |        |      | 1875 | SY   | 0.00  | 0.00    |
| INSTALLATION RATES/INSTRUCTIONS |              |                        |        |      | QTY  | UNIT | PRICE | AMOUNT  |

|                 |         |
|-----------------|---------|
| MATERIAL        | 7500.00 |
| LABOUR          | 0.00    |
| MISC            | 0.00    |
| SUB TOTAL       | 7500.00 |
| PST             | 525.00  |
| GST 104626213RT | 375.00  |
| TOTAL           | 8400.00 |

QUOTATION GOOD UNTIL 25-Jul-18

August 16, 2018

Thank you for your purchase

www.rosebrook.ca

Rogers Northern Properties Ltd.  
RR#1 Site 10 Comp 10  
Fort St. John BC  
V1J 4M6  
250 785-3647

**Invoice**

| Date       | Invoice # |
|------------|-----------|
| 18/07/2018 | 237       |

Invoice To

The North Peace Family Super Park Society  
8162 100 th Ave,  
Fort St John, BC.  
V1J 1W4

Due Date

18/07/2018

| Description              | Rate     | Amount                  |
|--------------------------|----------|-------------------------|
| Floor Mats               | 7,000.00 | 7,000.00                |
| Quote only               |          |                         |
| <b>Sales Tax Summary</b> |          |                         |
| GST@5.0%                 |          | 350.00                  |
| PST (BC)@7.0%            |          | 490.00                  |
| Total Tax                |          | 840.00                  |
| <b>August 16, 2018</b>   |          | <b>Total</b> \$7,840.00 |



**NB-1**

July 31, 2018

Trish Morgan

General Manager of Community Services  
PEACE RIVER REGIONAL DISTRICT  
Box 810, 1981 Alaska HWY  
Dawson Creek, B.C.  
V1G 4H8  
Direct: 250-784-3218 | Cell: 250-219-3000  
[trish.morgan@prrd.bc.ca](mailto:trish.morgan@prrd.bc.ca)

**RE: Clearview Arena Phase II Structural Review**

Dear Trish:

As per our discussions and contract, Force Engineering Group Inc. has conducted a subsequent review of the Structure of the Clearview Arena, located in Clearview B.C.

The findings of the review are presented in greater detail in the attached report, and as noted we found the scope of the needed upgrades and repairs to be less than anticipated through accurate modelling of the facility.

It is our opinion that the structure is a suitable candidate for additions and renovations, after noted structural issues are corrected.

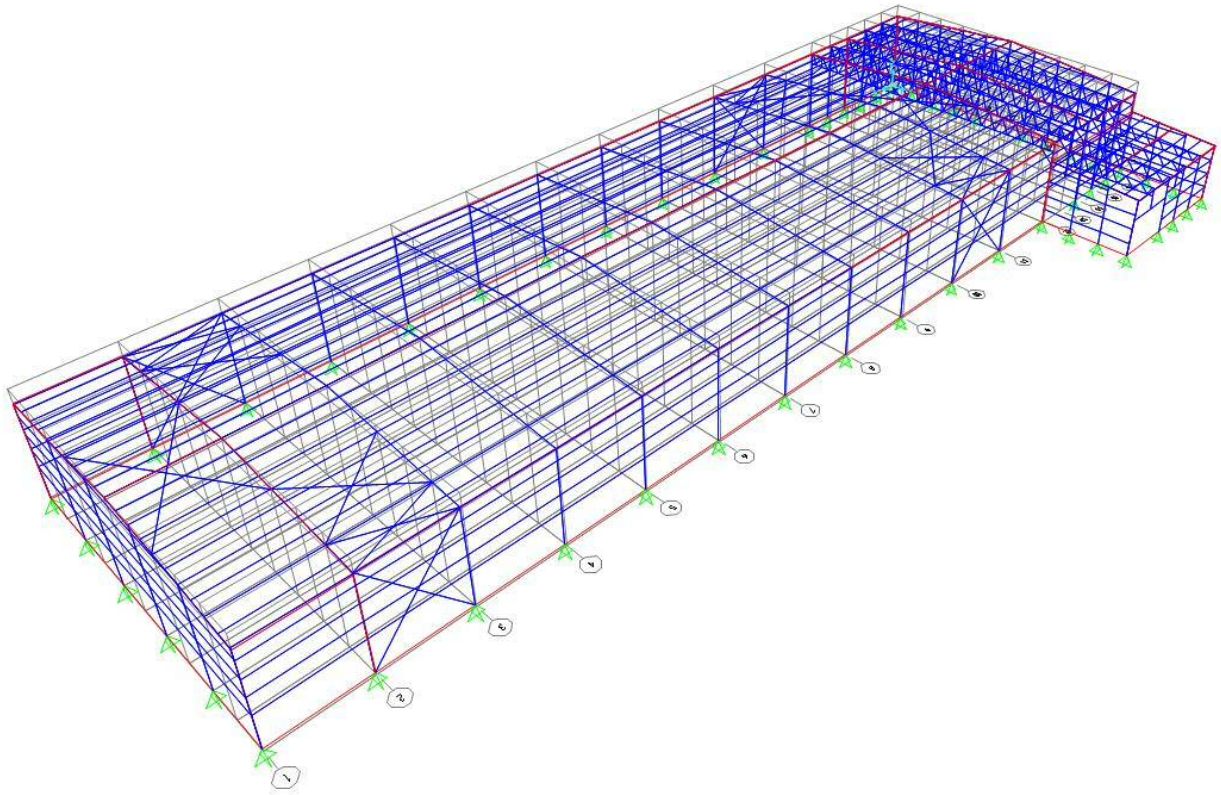
Regards,

**FORCE ENGINEERING GROUP INC.**

A handwritten signature in black ink, appearing to be "M. Zygun", written over a light blue horizontal line.

Per  
M.A.( Mike) Zygun  
Project Manager / Principal

**August 16, 2018**



## Clearview Arena Phase 2 Structural Review

Prepared by:  
Force Engineering Group Inc.  
July 31, 2018  
**FINAL REPORT**



## 1.0 Executive Summary

In accordance with a mandate from the Peace River Regional District, Force Engineering Group Inc. has measured, modelled and assessed the performance of the existing structure at the Clearview Arena, located in Clearview, BC

The intent of this review was to expand upon a previous walk through of the facility which identified likely deficiencies in the facility, based on visual observations.

Force Engineering Group Inc. revisited the facility, and scanned its existing condition utilizing an advanced 3D scanning system which allows a more finite and precise means of gathering measurements and visualizing arrangements. This data was used to virtually re-create the facility.

Subsequent modelling of the facility for analysis by computer simulation of the loads showed it performed better than initially expected; however, there are a number of deficiencies to be corrected to make it function and perform within accepted code requirements.

Our findings show that the later 1989 addition and associated lower roof over the machine room and Zamboni room are likely not designed for code mandated drift loadings. Additionally, the columns in this area between the lower and upper roofs likely did not consider the effects of opening (shortened column) which leads to excessive torsion of the roof framing

As noted in our earlier report the 1989 addition was not properly attached to the original building, nor is the roof diaphragm bracing functional in its current condition.

Pile foundations appear to be performing, though due to its windswept site condition, its unlikely the building has experienced full code snow loads. The portion of grade beam cantilevered at grids A, 11 and E, 11 should be considered for reinforcement

The lateral bracing and roof diaphragm of the 1989 truss addition is considered under braced and needs to be further reinforced.

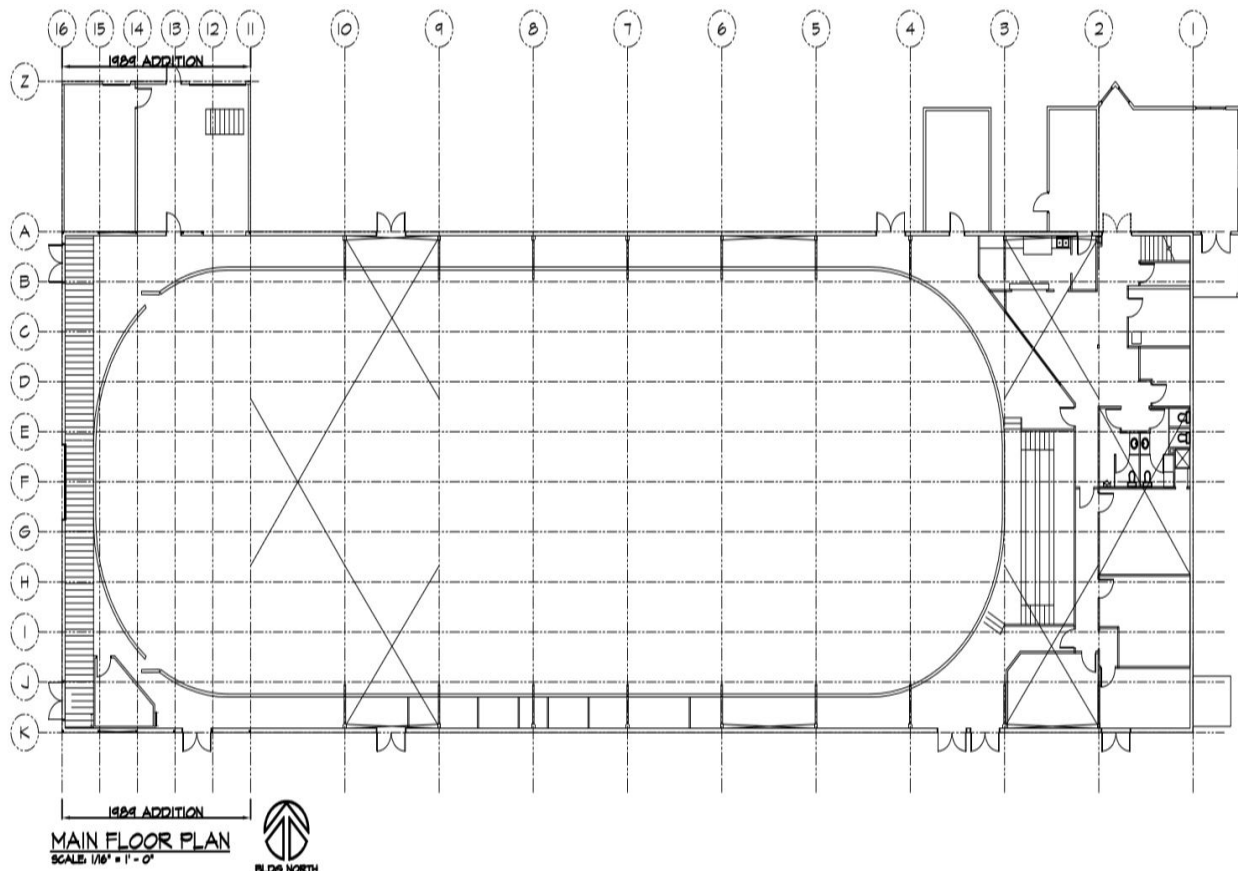
Our analysis shows the needed facility improvements are economic and practical to undertake and will extend the facility service life as well as improve occupant safety. The building is a suitable candidate for future renovations with the improvements noted in this report.

## 2.0 Scope of Work

For the purposes of this report, Force Engineering Group Inc. was retained to complete the following tasks in order to make determination of deficiencies and needed work:

1. Prepare detailed as built measurements
2. Conduct limited excavation to expose foundation elements
3. Draft and model “as found conditions” and input this information into a structural simulation
4. Analyze results and identify deficient components
5. Devise most economic repair options
6. Provide cost estimates of repair methods

Work on site was conducted in May, 2018 to gather scan data and additional observations, and a subsequent follow up targeting areas of concern revealed by analysis in July 2018. All areas and excavations performed were restored to as-found condition at the end of our work.



Facility Plan – Showing Orientations and Grids Referenced in this Report

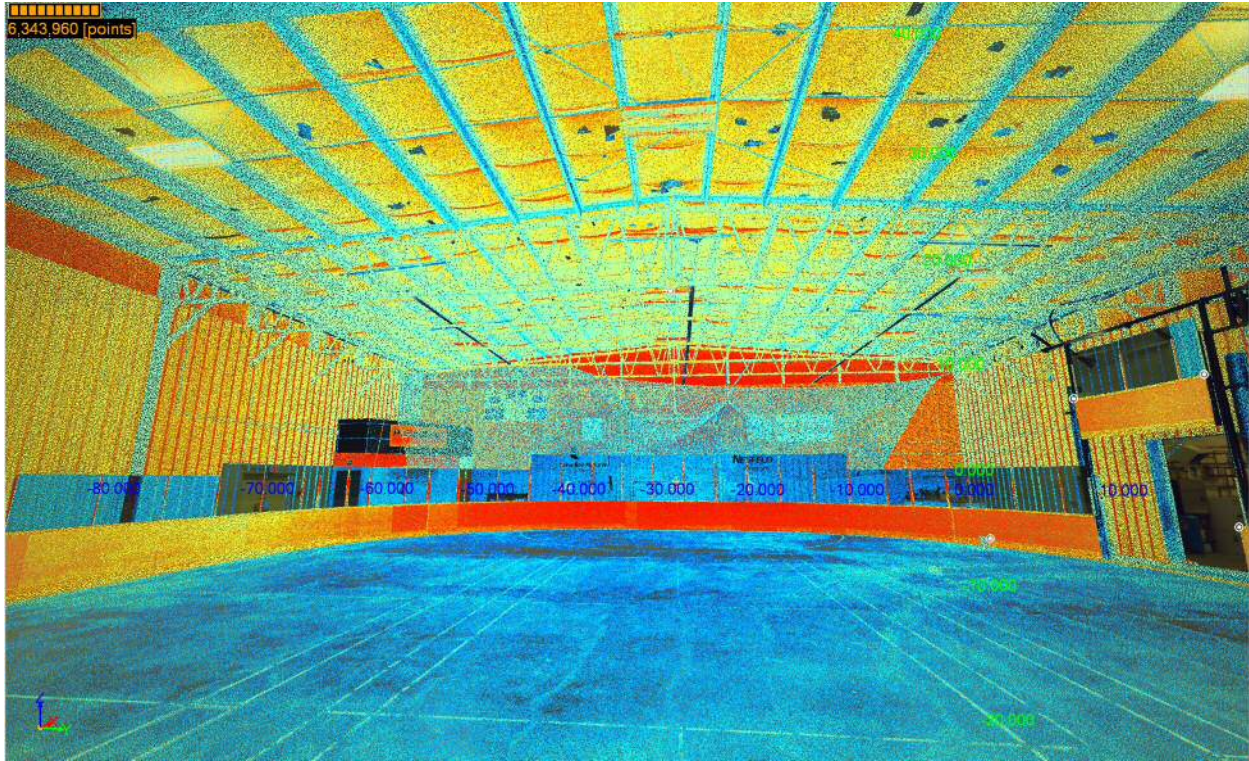
### 3.0 Measurements of Existing Structure

With the exception of the 1989 west truss addition, no complete or concise set of plans showing the earlier building could be located. While one overall plan was located of the original structure, it reflects a masonry building with flat roof, which evidently was changed to a pre-engineered steel structure subsequent to the plan's issuance. A check with the steel building manufacturer, Butler Buildings, revealed that they have not retained any plans sets prior to the mid 1990's

Accordingly, Force Engineering Group Inc., conducted a 3D Scan of the facility, to not only measure the building, but to identify irregularities as well. The technology is similar to conducting a measured survey of the building; however, whereas a surveyor would use a two man team to measure a few selected points, the scanner measures on average 50,000 points per second, and then assembles these measurements into a "point cloud", representing millions of survey points, colored the same as the object measured, to create a virtual building, replicating the actual conditions. This allows skilled users to manipulate the data, section the building to reveal hidden aspects not normally easily discerned.



Photo View of Building Interior



3D Scan of Scanned Viewpoint, converted to 6.3 Million Survey Points.

Force has found this method of analysis of existing structures to be extremely valuable means of not only dissecting buildings, but to create accurate drawings and models which aid in future work

#### 4.0 Excavation of Foundations

As noted previously, Force Engineering Group Inc. conducted three limited excavations of the building foundation to garner information about observed defects. Our primary focus was to verify and ascertain existing conditions.

The intersection of grids “A” and “11” was of particular interest due to the evidence of previous repair work / spalled concrete. It became more concerning during the analysis phase when the magnitudes of loads at this junction were derived and the plan showed these loads were cantilever supported foundations.



Excavation at Grids 11 and A, Showing Spalled Concrete, and Previous Repair

Our excavation showed no appreciable or visually apparent differential movement between the two phases of the building. The spalled concrete appears to have been replaced at the time of construction of the addition and our hypothesis at this time is that the top edge of the grade beam may have been broken out at the time of drilling dowels. At the current time the repair is loose, and the steel reinforcing bar of the grade beam is exposed.

Repair in this area will involve the replacement and proper preparation of the concrete in this area. Further, as our analysis showed potential overloading at this area, additional foundation support will be recommended.

Excavation of one of the existing pile foundations supporting the pre-eng frames was undertaken to ascertain general composition. As the original foundation plans were not available, nothing was known about what alterations to the drawn plans were done to support the pre-engineered building.



Excavation of Piling at Grids "A" and "9"

Pre-engineered frames are a significantly different structural system than the masonry building foundation plans we could review. Each pre-engineered frame imparts both a vertical load to the foundation, as well as a significant lateral, or horizontal force.

The 1989 expansion plans make note of a thrust rod, below the ice surface, which ties the opposite sides of the building together, negating largely the thrust forces to the piles.

During excavation the piling appeared at the underside of the grade beam, approx. 24" down. Due to casting, the top exposed portion was somewhat irregular, but we were able to ascertain the pile to be approx. 16-18" in diameter. This is in our opinion minimalistic, even for the era. Based on 40+ years of service life, and no anticipated change in loading we expect the foundation to continue to perform similarly in the future.



Piling Size Measurement

Generally, we believe the original pre-eng building foundation to be performing adequately, but unsuitable for additional loads. Future additions should be arranged so that no new structural loads be imparted on the existing foundation, either from direct structure load, or loads due to drifting snow.

Our last foundation excavation was on the SE corner of the facility, near the electrical room kiosk, at grids “K” and “1”. Facility staff reported operational issues with the second floor door in this area, during winter and freeze/thaw cycles.

Our excavation intended to ascertain if the frost action had disconnected the pile from the grade beam; however, no damage or gap was observed. We conclude the issue is freezing/water related, and general ground topography confirms the grade in this locale, drains towards the building. Additionally, the installation of the electrical room has left a well where water accumulates, which is further exacerbated by the repair intended to alleviate crawlspace flooding.

Draintile and crushed rock were added at some point in the past to cut off inflows to the crawlspace, though the repair was effective for that purpose, we suspect it merely concentrates water and runoff against the foundation, and under the electrical room. This moisture when frozen is likely the source of upheaval noted.

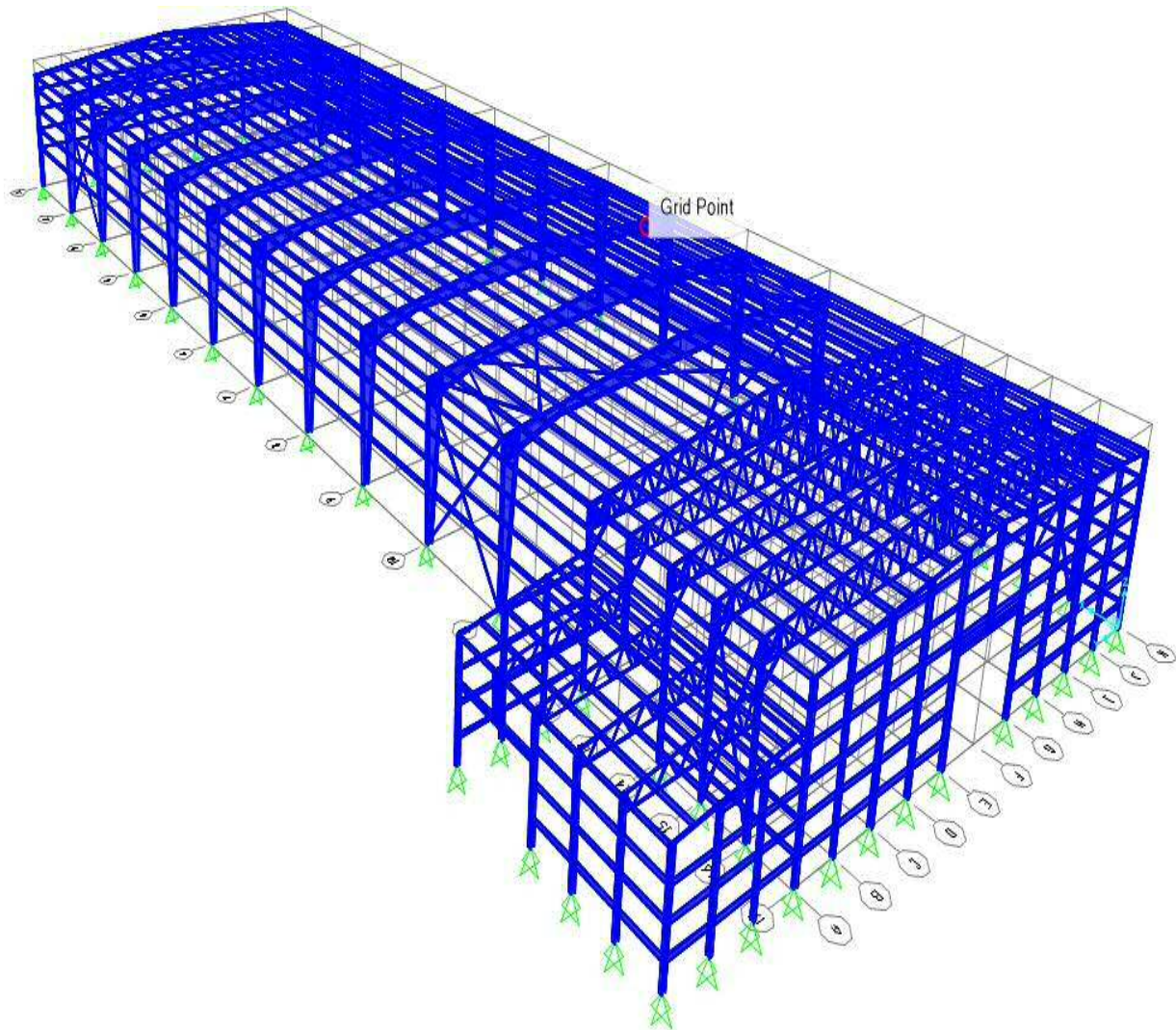


Grade is Sloped Towards Building, Flooding Draintile

Various methods to correct exist, though the least expensive, and first option to attempt would be to re-grade the eastern elevation, install a clay cap over the exposed draintile and washed rock, and see if the majority of the problem is resolved.

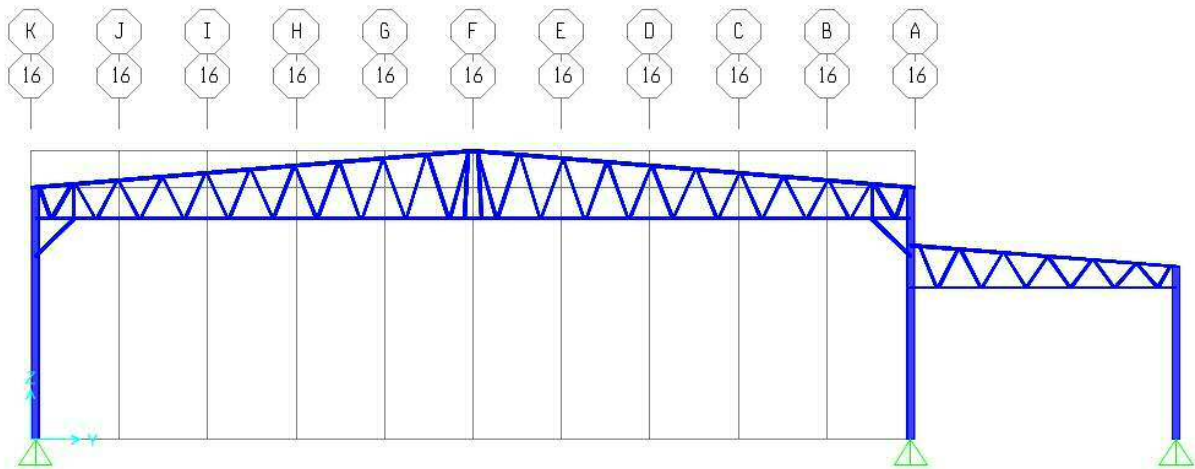
## 5.0 Structural Simulation

Data collected by the scanning operation, as well as supplemental info found on the provided drawings, allowed Force Engineering Group Inc. to virtually recreate the steel portions of the primary structure for analysis purposes.

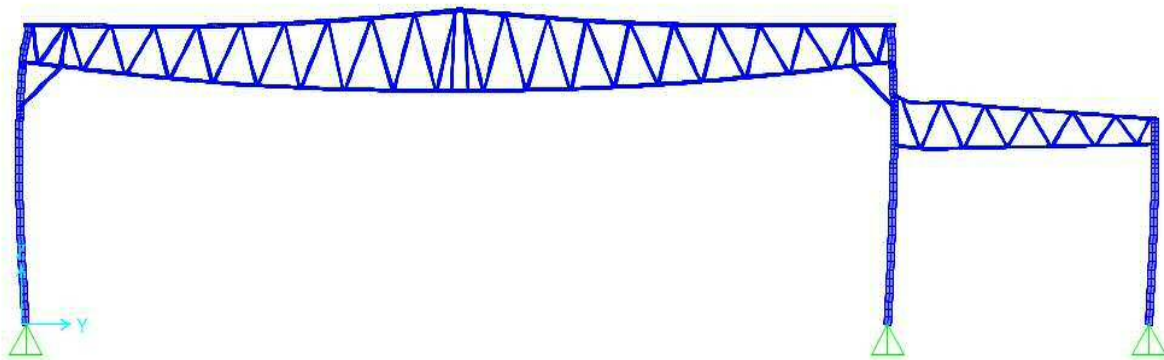


Structural Model based On Scan Data

Care was taken to recreate the bracing patterns and miscellaneous portions of the steel frame to faithfully duplicate existing conditions, and to provide as accurate a model to review.



Truss Simulation – As Found Arrangement



Truss Simulation – Exaggerated Deformations Under Load

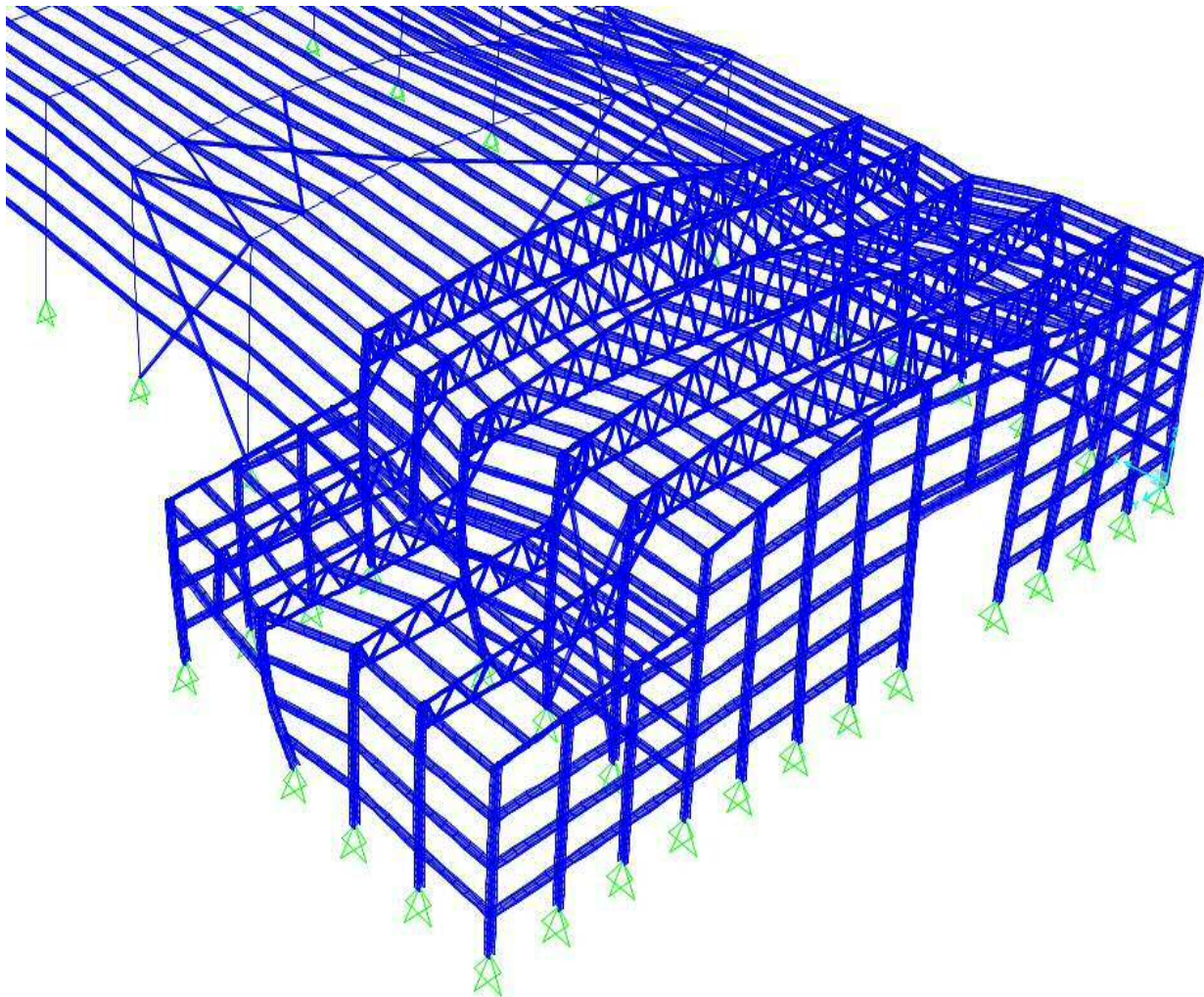
While a printed report cannot fully illustrate the effects of loads and the various movements of the structure, a youtube video was produced and can be seen at the following address:

<https://youtu.be/ufrFA2xyZeM>

## 6.0 Analysis of Results

Once assembled, the model showed the structure to be performing better than anticipated by the review team. Suspect items such as bracing and connections between the original structure proved to remain a concern, though the magnitude of repairs is likely within economic and manageable scope of works to undertake.

It was not within our retained scope to send out steel coupons for testing to determine grade, thus in lieu, and using the guidelines of the Canadian Steel Institute we have conservatively used a yield strength of  $f_y=36\text{ksi}$  (248MPa) in our model. Actual tests may show higher grade steel.

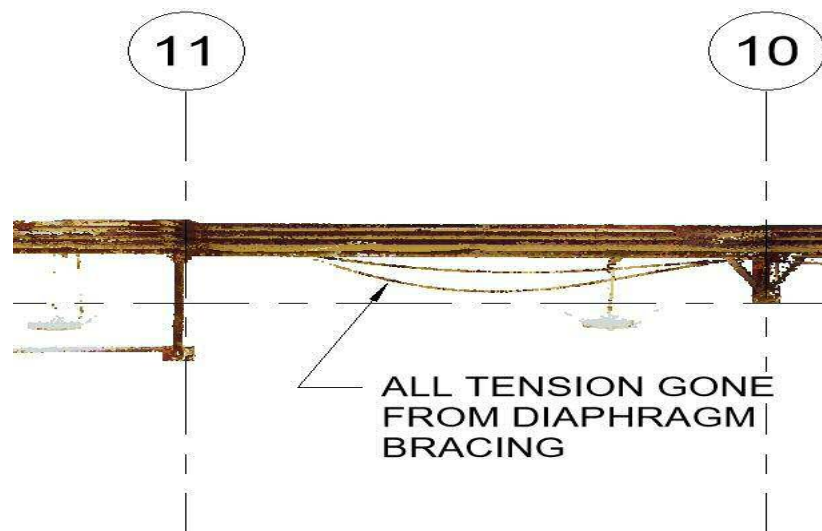


Exaggerated View Of Structural Deformations under Applied Loads

Of the most noted deficiencies is the likelihood that the differential heights between the roof of the main arena, and the ice plant / Zamboni garage, was not properly taken into account at the time of construction. Differential roof heights typically lead to added snow accumulation (drifting). This drift load can be substantial, and must be calculated to the parameters set forth in the 1985 BC Building code. Under the prescribed drift load the structural capacity we found exceeded, though when the simulation negates snow drift, the results are significantly improved.

It is very likely that given the Arena's treeless site, and elevated position, that the drift load has not occurred and thus no detrimental effects are shown in the observations of the structure. The building code; however, does not permit us to invoke site conditions as a reason not to include drift loads, thus repair in this area is recommended. This will likely involve the reinforcement, or inclusion of additional roofing members and structural columns in this limited area. Given the ease of access, and relatively unobscured framing members, this is not thought to be an overly complex task.

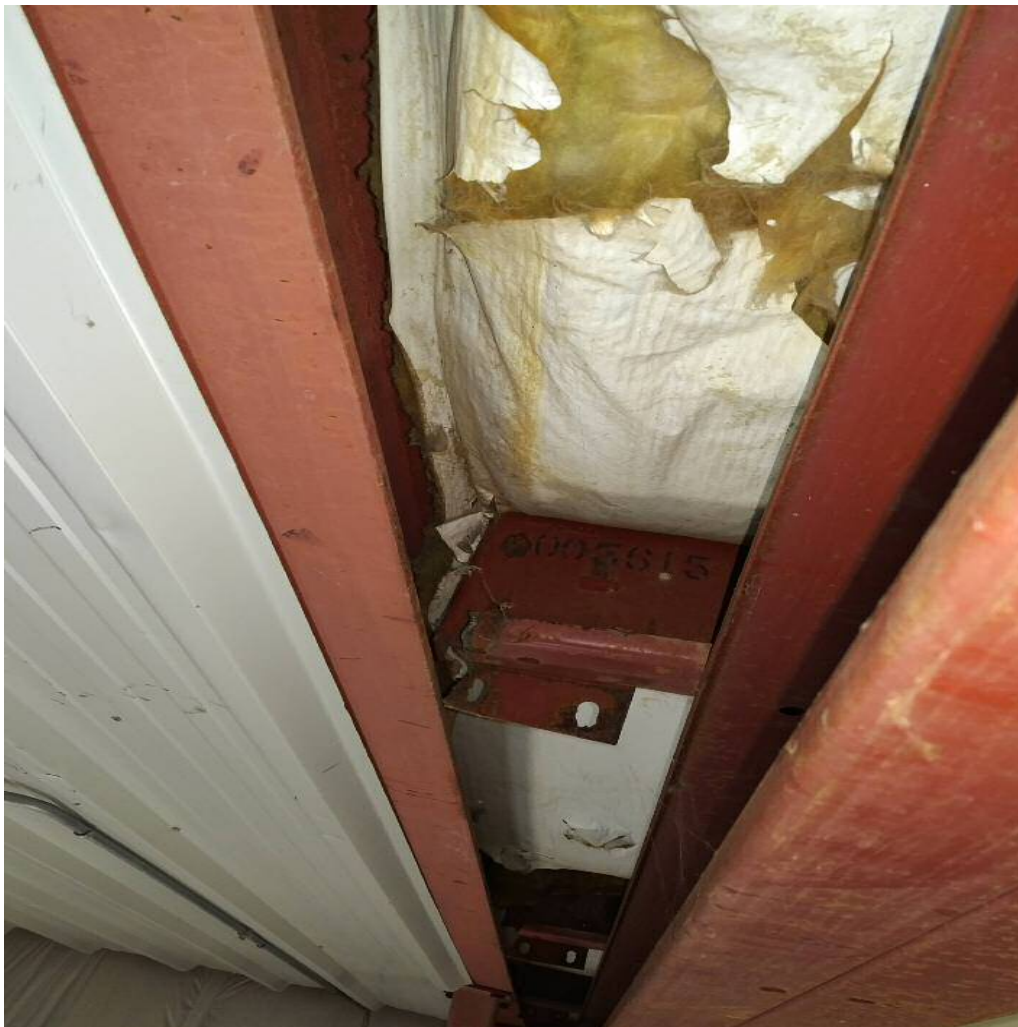
Roof diaphragm force resolution was found to be insufficient, primarily in the brace rods located between grids "10" and "11". These original brace rods were not correctly tensioned or re-affixed when the 1989 addition was added, and may not function correctly at all due to being out of plane. These will likely need to be replaced in a more suitable arrangement, and additional steel, or reinforcement of the connection between the two phases should be improved.



Sag in Roof Diaphragm Bracing Renders Them Ineffective

The lower roof over the ice plant / Zamboni garage and its connection to the columns on grid "A" specifically columns at "11" through "13" did not consider the effect of the door opening to the Zamboni garage. Essentially this has lead to leads to excess torsion on the columns on either side of the door, which will require stiffening. Limited removal of the wall finishes in this area will be required to undertake the repair.

As identified in our earlier report, it was discovered that the original pre-eng building and later addition were never properly connected. This has lead to excessive deflections in the building, which manifested into our earlier observation that the cladding was loose in the vicinity.



Simple Tab-Connection Required to Re-connect Building Phases

Our review of forces concludes, not surprisingly that a connection is required and will improve performance. This is believed to be a relatively minor repair.



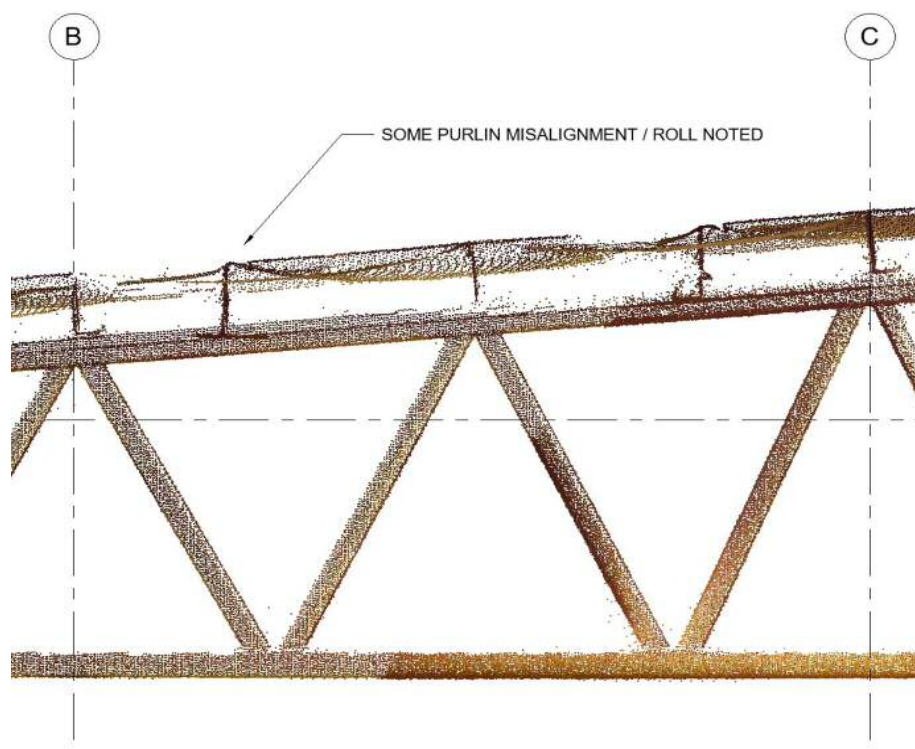
Roof Diaphragm Connection Improvement Required Between Phases

Bracing and the stiffening of the structure were found wholly deficient in the truss roof area, with only three bottom chord linear members providing support. Additional bracing and load sharing mechanisms will need to be installed to prevent premature buckling failures of the trusses before they reach full load. Given the infamous failures of the Memorial Arena, Fort Nelson Arena, and the EB Horseman Buildings in the Peace Region, due to similar cause, the importance of this work cannot be understated.

The endwall of the structure is relying on the attachment of the tin cladding for lateral force resolution, and must be upgraded to limit deflections with additional rod or steel compression members to correctly resolve the forces.

The 1989 foundation cantilevers at Grid "11", both "A" and K" have indicated they are insufficient due to load. Additional support is required, and should not be complex to do so, employing an offset pile and cap from the exterior to resolve the forces.

Scanning showed a number of irregularities in purlins and their orientation and thus it is our recommendation when roofing repairs/ replacement is undertaken that the manufacturers standard bracing package be installed to rectify. Roof purlins unable to be brought back into plane, can be replaced during any roofing work.



Scan Data Showing Original Construction Issues

The recommendations made in our earlier walkthrough report remain valid and substantiated by this subsequent review, items such as crawlspace improvements, painting, grading be undertaken as scheduled.

## 7.0 Probable Costs

The majority of costs for items denoted in this report are summarized below. Actual costs may vary somewhat depending on what future additions or work is contemplated to the building. This is due largely to being able to incorporate some repairs into new work, which may reduce costs. For the purposes of this summary, we have assumed the work undertaken is unique, and not part of an overall larger master plan.

Further, it should be noted GST is not included in the following figures, and we have assumed one contractor mobilization, completing all work at one time.

| <b>Item</b>                       | <b>Description</b>                                                              | <b>Subtotal</b>  |
|-----------------------------------|---------------------------------------------------------------------------------|------------------|
| 1                                 | Drift Load Reinforcement – Lower Roof<br>Zamboni Garage / Ice Plant             | \$65,000         |
| 2                                 | Redesign and reinstall Roof Brace / Drag Struts<br>b/t Grids 10 and 11          | \$35,000         |
| 3                                 | Stiffen and upgrade Columns on Grid “A”, for<br>Door Opening torsion resolution | \$20,000         |
| 4                                 | Connect building phases on Grid 11                                              | \$15,000         |
| 5                                 | Bracing, Truss Roof, Truss Alignment                                            | \$35,000         |
| 6                                 | Endwall Lateral Force Resolution                                                | \$18,000         |
| 7                                 | Reinforce Grade Beam, 2 locations, Grid 11                                      | \$15,000         |
| <b>Probable Cost Repair Total</b> |                                                                                 | <b>\$203,000</b> |

**Ancillary Costs**

|                                                    |          |
|----------------------------------------------------|----------|
| Contractor Mobilization / Travel / Remote Worksite | \$15,000 |
|----------------------------------------------------|----------|

|                                                         |          |
|---------------------------------------------------------|----------|
| Tender Drawings / Contract Admin / Travel / Inspections | \$18,500 |
|---------------------------------------------------------|----------|

|                        |          |
|------------------------|----------|
| Pre-Tender Contingency | \$25,000 |
|------------------------|----------|

|                              |                  |
|------------------------------|------------------|
| <b><i>Project Budget</i></b> | <b>\$261,500</b> |
|------------------------------|------------------|

**8.0 Conclusion**

Structural review of the Clearview Arena has shown that deficiencies identified are both economically viable and practical to execute. Coordination with a master plan of renovations is recommended to maximize return on investment. The scope of work anticipated to be undertaken, is likely easily accomplished within a 3 month construction window.

Any questions or clarifications required may be directed to either of the undersigned.

Regards,

**FORCE ENGINEERING GROUP INC.**

Per  
M.A.( Mike) Zygun  
Project Manager / Principal



**FORCE ENGINEERING GROUP INC.**

Per  
Brad Shipton, P. Eng.  
Senior Engineer / Principal





Updated: July 19, 2018

## RURAL BUDGET ADMINISTRATION COMMITTEE

### DIARY ITEMS

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