



PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING
MINUTES

DATE: August 17, 2017

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: Directors
Director Rose, Meeting Chair
Director Goodings
Director Sperling
Director Hiebert

Staff

Chris Cvik, Chief Administrative Officer
Shawn Dahlen, Deputy Chief Administrative Officer (part of meeting)
Kim Frech, Chief Financial Officer
Trish Morgan, General Manager of Community Services
Fran Haughian, Communications Manager
Ronda Wilkins, Executive Assistant

Call to Order The Chair called the meeting to order at 1:20 p.m.

DIRECTORS NOTICE OF NEW BUSINESS:

Director Economic Development

ADOPTION OF AGENDA:

RBAC 17/08/01
MOVED by Director Hiebert, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee Meeting agenda for the August 17, 2017
meeting, including Director's new business and additional items for the agenda, be adopted as
amended:
CALL TO ORDER - Director Rose to Chair the Meeting
DIRECTORS NOTICE OF NEW BUSINESS:
ADOPTION OF AGENDA:
ADOPTION OF THE MINUTES:
M-1 Rural Budgets Administration Committee Meeting of July 20, 2017
BUSINESS ARISING FROM THE MINUTES:
DELEGATIONS:
D-1 None
CORRESPONDENCE:
C-1 July 27, 2017 – Thank you letter – Rolla Community Cemetery Board
C-2 August, 2017 – Northern Development Initiative Trust – Grant Writer Newsletter
REPORTS:
R-1 July 27, 2017 – Wonowon Horse Club Society – Funding Amendment
R-2 August 10, 2017 – Report from Jill Rickert, CSC - Cecil Lake Recreation Commission – Grant
Application
R-3 August 10, 2017 – Report from Jill Rickert, CSC - South Peace Arts Society – Dawson Creek Art
Gallery – Grant Application
R-4 August 8, 2017 – Report from Jill Rickert, CSC - Awards and Recognition Program Survey –
Results and Recommendations10_
R-5 August 11, 2017 – Report from Shawn Dahlen, DCAO –Charlie Lake Trucked Waste Receiving
Facility – Projects
R-6 August 11, 2017 – Report from Jennifer Rudyk, Finance Clerk - Financial Report – July 2017

ADOPTION OF AGENDA: continued

DIARY:
NEW BUSINESS:
NB-1 Economic Development
COMMUNICATIONS:
ADJOURNMENT:

CARRIED.

ADOPTION OF MINUTES:

M-1 RBAC 17/08/02
July 20, 2017 RBAC MOVED by Director Sperling, SECONDED by Director Goodings,
Minutes That the Rural Budgets Administration Committee Meeting Minutes of July 20, 2017, be
adopted.

CARRIED.

BUSINESS ARISING FROM THE MINUTES:

Staff explained to the Committee how Economic Development would work in the future and that all three existing functions 1190 – Legislative; 1950 – Grants to Community Organizations; and 6500 – Economic Development would continue to be used and that the North Peace and South Peace Commissions would remain in place but go dormant (i.e., no budget).

CORRESPONDENCE:

C-1 July 27, 2017 – RBAC 17/08/03
Thank you letter – Rolla MOVED by Director Hiebert, SECONDED by Director Sperling,
Community Cemetery Board “That the Rural Budgets Administration Committee receive the thank you letter from the Rolla
Community Cemetery Board.”

CARRIED.

C-2 Aug. 2017 – NDIT – RBAC 17/08/04
Grant Writer Newsletter MOVED by Director Goodings, SECONDED by Director Sperling,
“That the Rural Budgets Administration Committee receive for information the Grant Writer
Newsletter from Northern Development Initiative Trust.”

CARRIED.

REPORTS:

R-1 July 27, 2017 – RBAC 17/08/05
Wonowon Horse Club MOVED by Director Goodings, SECONDED by Director Sperling,
Society – F.A. “That the Rural Budgets Administration Committee approve the Funding Amendment from the
Wonowon Horse Club Society to use \$1,500 towards the Wonowon 2017 Insurance costs that
was previously allocated for assisting with the ventilation issue at the community hall.”

CARRIED.

R-2 RBAC 17/08/06
Aug. 10, 2017 – Jill MOVED by Director Goodings, SECONDED by Director Sperling,
Rickert, CSC Cecil Lake “That the Rural Budgets Administration Committee approve the grant applications from Cecil
Recreation Commission and authorize a grant of up to \$5,297.23 from Electoral Area B
– G.A. Peace River Agreement Funds – Spending Item #3, for the purpose of assisting the
organization to replace a window and door system at the Cecil Lake Hall.”

CARRIED.

REPORTS (continued):

R-3 RBAC 17/08/07
DC Art Gallery Grant Application
MOVED by Director Hiebert, SECONDED by Director Goodings,
"That the Rural Budgets Administration Committee approve the grant application from the South Peace Arts Society and authorize a grant in the amount of \$1, 500 payable from Electoral Area D Peace River Agreement Funds – Spending Item #7, to provide support for the Exhibition and Outreach Art Program offered through the Dawson Creek Art Gallery."
CARRIED.

R-4 RBAC 17/08/08
Awards and Recognition Program survey
MOVED by Director Goodings, SECONDED by Director Sperling,
"That the Rural Budgets Administration Committee authorize that no Volunteer Recognition Banquet be held in 2017."
CARRIED

RBAC 17/08/09
MOVED by Director Goodings, SECONDED by Director Sperling,
"That the Rural Budgets Administration Committee have staff investigate and bring back a report on how we could do a combined Volunteer Recognition Banquet and Grants-in-Aid allocation meeting event in April 2018."
CARRIED

R-5 RBAC 17/08/10
Charlie Lake Trucked Waste Receiving Facility - Projects
MOVED by Director Sperling, SECONDED by Director Hiebert,
"That the Rural Budgets Administration Committee move the following recommendations:
1) That the Rural Budgets Administration Committee approve from the Peace River Agreements Funds, Area C Rural Utilities for \$35,000 to determine the feasibility of a "purple pipe", or treated effluent re-use system to be utilized to operate the solid separation process within the Charlie Lake Trucked Waste Receiving Facility.
2) That the Rural Budgets Administration Committee approve from the Peace River Agreements Funds, Area C Rural Utilities for \$50,000 to determine the feasibility of a solids compost facility (Biosolids Management) on the Charlie Lake Trucked Waste Receiving Facility property.
3) That the Rural Budgets Administration Committee approve from the Peace River Agreements Funds, Area C Rural Utilities for \$40,000 to determine the feasibility of a reclaimed water function including level of treatment, permit specification and tank loader station for the Charlie Lake Trucked Waste Receiving Facility.
4) That the Rural Budgets Administration Committee waive policy and award the feasibility study/studies to Urban Systems Ltd., based on their intimate knowledge of the Charlie Lake Trucked Waste Receiving Facility and the Charlie Lake Waste Water System Operations."
CARRIED

R-6 RBAC 17/08/11
Financial Report – July 2017
MOVED by Director Hiebert, SECONDED by Director Sperling,
"That the Rural Budgets Administration Committee have staff send a letter to Hats n Chaps Gymkhana and ask what they are doing with the GIA in the amount of \$2,155.99 and to include in the letter that the funds need to be used by December 31, 2017 or be returned."
CARRIED

REPORTS (continued):

R-6 (continued)
Financial Report – July
2017

RBAC 17/08/12
MOVED by Director Sperling, SECONDED by Director Hiebert,
"That the Rural Budgets Administration Committee have staff send a letter to Lake Point Golf Club and the North Peace 4H District Council and ask what they are doing with the GIA funding allocated to them and to include in the letter, that the funds need to be used by December 31, 2017 or be returned."

CARRIED

RBAC 17/08/13
MOVED by Director Goodings, SECONDED by Director Hiebert,
"That the Rural Budgets Administration Committee only support applications for the North Peace Fall Fair grounds which come through the North Peace Fall Fair Society."

CARRIED

NEW BUSINESS: Shawn Dahlen, Deputy CAO provided the committee an update on the Water contracts.

COMMUNICATIONS: None

ADJOURNMENT That the meeting adjourn at 2:10 p.m.

Director Rose, Meeting Chair

Ronda Wilkins, Executive Assistant