



PEACE RIVER REGIONAL DISTRICT
RURAL BUDGETS ADMINISTRATION COMMITTEE
MEETING MINUTES

DATE: Tuesday, November 13, 2018

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: **Directors**

Director Goodings, Meeting Chair
Director Sperling
Director Hiebert
Director Rose

Staff

Shawn Dahlen, Acting Chief Administrative Officer
Crystal Brown, Electoral Area Manager
Barb Coburn, Recording Secretary

Call to Order The Chair called the meeting to order at 12:25 p.m.

DIRECTORS NOTICE OF NEW BUSINESS:

Director Hiebert Donation to Pouce Coupe food bank

ADOPTION OF AGENDA:

November 13, 2018 MOVED by Director Rose, SECONDED by Director Hiebert,
Agenda That the Rural Budgets Administration Committee Agenda for the November 13, 2018 meeting, including Director's New Business, be adopted as amended:

1. **CALL TO ORDER** - Director Goodings to Chair the Meeting
2. **DIRECTORS NOTICE OF NEW BUSINESS:**
Director Hiebert - Donation to Pouce Coupe food bank
3. **ADOPTION OF AGENDA:**
4. **ADOPTION OF MINUTES:**
M-1 Rural Budgets Administration Committee Meeting of October 16, 2018
5. **BUSINESS ARISING FROM THE MINUTES:**
6. **DELEGATIONS:**
7. **CORRESPONDENCE:**
C-1 October 15, 2018 - Herman Newfeld - Natural Gas Extension Grant Application
C-2 November 13, 2018 - Tamara Moore - Natural Gas Extension Grant Application
8. **REPORTS:**
R-1 October 26, 2018 – Report from Kelsey Bates, Executive Secretary - 2019 Elected Official Seminars - Authorization to Attend
R-2 November 6, 2018 – Report from Trish Morgan, General Manager of Community Services, - Grant Request - Rolla Community Cemetery Board
R-3 September 24, 2018 – Report from Trish Morgan, General Manager of Community Services - Grant Request - Tower Lake Community Club
R-4 November 6, 2018 – Report from Jennifer Rudyk, Finance Clerk, - October 2018 Financial Report

ADOPTION OF AGENDA (continued):

November 13, 2018
Agenda (continued)

9. **DISCUSSION ITEMS:**
DI-1 Recognition Policy
DI-2 Unspent Grant Funds
10. **NEW BUSINESS:**
NB-1 Donation to the Pouce Coupe Food Bank
11. **COMMUNICATIONS:**
12. **DIARY:**
DIA-1 Diary Items
13. **ADJOURNMENT:**

CARRIED

ADOPTION OF MINUTES:

M-1
RBAC Minutes

MOVED by Director Rose, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee Meeting Minutes of October 16,
2018 be adopted.

CARRIED

CORRESPONDENCE:

C-1
Herman Newfeld
Natural Gas Extension
Grant Application

MOVED by Director Hiebert, SECONDED by Director Rose,
That the Rural Budgets Administration Committee approve a Natural Gas Extension
Grant for Herman Newfeld in the amount of \$1,795.88 from the Electoral Area D, Fair
Share Budget.

CARRIED

C-2
Tamara Moore
Natural Gas Extension
Grant Application

MOVED by Director Hiebert, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee approve a Natural Gas Extension
Grant for Tamara Moore in the amount of \$1,795.88 from the Electoral Area D, Fair
Share Budget.

CARRIED

REPORTS:

R-1
2019 Elected Officials
Seminar –
Authorization to
Attend

MOVED by Director Rose, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee receive the October 26, 2018
report regarding the 2019 Elected Officials Seminar – Electoral Area Representatives
in Richmond, BC from January 16-18, 2019 for information.

CARRIED

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee the October 26, 2018 report
regarding the 2019 NCLGA Elected Officials Seminar in Prince George, BC from
January 30 - February 1, 2019 for information.

CARRIED

REPORTS (continued):

R-2
Grant Request – Rolla
Community Cemetery
Board

MOVED by Director Hiebert, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee authorize a grant in the amount of \$500 for the Rolla Community Cemetery Board, payable from the Electoral Area D Cemetery fund to go towards the purchase and installation of a commemorative bench for Veterans.

CARRIED

R-3
Grant Request –
Tower Lake
Community Club

MOVED by Director Hiebert, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee approve a grant to Tower Lake Community Club in the amount of \$2,300, payable from Electoral Area D, Recreational and Cultural Grants in Aid, to assist with insurance costs.

CARRIED

R-4
October 2018
Financial Report

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee receive the October 2018 Financial Report for information.

CARRIED

DISCUSSION ITEMS:

DI-1
Recognition Policy

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee direct staff to use the following text as acknowledgement text when acknowledging support grant funding from the Electoral Areas:

- "We acknowledge the [financial] support of Electoral Area "B" in the Peace River Regional District";
- "We acknowledge the [financial] support of Electoral Area "C" in the Peace River Regional District"
- "We acknowledge the [financial] support of Electoral Area "D" in the Peace River Regional District"
- "We acknowledge the [financial] support of Electoral Area "E" in the Peace River Regional District"
- or a combination of electoral areas when more than one area donates to a project, using the above text as a guideline for the wording.

CARRIED

DI-2
Unspent Grant Funds

MOVED by Director Hiebert, SECONDED by Director Rose,
That the Rural Budgets Administration Committee refer the Discussion Item re: Unspent Grant Funds to the December 2018 meeting.

CARRIED

NEW BUSINESS:

NB-1

MOVED by Director Hiebert, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee approve a donation of \$100 to the Pouce Coupe food bank from Electoral Area D BC Rail funds.

CARRIED

DIARY:

DIA-1

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee recommend that the Regional Board invite Camp Sagitawa executives to a future Board meeting as a delegation to give an update on their activities and needs, and provide a breakdown of regional participation from each locality throughout the Regional District.

CARRIED.

ADJOURNMENT

The Chair adjourned the meeting at 2:00 p.m.

Director Goodings, Meeting Chair

Barb Coburn, Recording Secretary