



PEACE RIVER REGIONAL DISTRICT
Rural Budgets Administration Committee Meeting

A G E N D A

Tuesday, November 13, 2018
at the Regional District Office Boardroom, 1981 Alaska Avenue,
Dawson Creek, BC **following the EADC Meeting**

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 October 16, 2018 (Pg. 2)
5. **BUSINESS ARISING FROM THE MINUTES:**
6. **DELEGATIONS:**
7. **CORRESPONDENCE:**
C-1 October 15, 2018 - Herman Newfeld - Natural Gas Extension Grant Application (Pg. 7)
C-2 November 13, 2018 - Tamara Moore - Natural Gas Extension Grant Application (Pg. 8)
8. **REPORTS:**
R-1 October 26, 2108 – Report from Kelsey Bates, Executive Secretary - 2019 Elected Official Seminars - Authorization to Attend (Pg. 9)
R-2 November 6, 2018 – Report from Trish Morgan, General Manager of Community Services, - Grant Request - Rolla Community Cemetery Board (Pg. 15)
R-3 September 24, 2018 – Report from Trish Morgan, General Manager of Community Services - Grant Request - Tower Lake Community Club (Pg. 24)
R-4 November 6, 2018 – Report from Jennifer Rudyk, Finance Clerk, - October 2018 Financial Report (Pg. 30)
9. **DISCUSSION ITEMS:**
DI-1 Recognition Policy
DI-2 Unspent Grant Funds
10. **NEW BUSINESS:**
11. **COMMUNICATIONS:**
12. **DIARY:**
DIA-1 Diary Items (Pg. 41)
13. **ADJOURNMENT:**



PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING MINUTES

DATE: Tuesday, October 16, 2018

PLACE: Regional District Office Boardroom, Dawson Creek, BC

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

Staff

Shawn Dahlen, Acting Chief Administrative Officer
 Lyle Smith, Chief Financial Officer
 Jill Rickert, Community Services Coordinator
 Crystal Brown, Electoral Area Manager
 Kelsey Bates, Executive Assistant

Others

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

DIRECTORS NOTICE OF NEW BUSINESS:

Director Rose South Peace Health Services Society Grant Application.

Director Hiebert South Peace Health Services Society Grant Application.

Director Hiebert One Call – South Peace Rural Crime Watch.

ADOPTION OF AGENDA:

MOVED by Director Hiebert, SECONDED by Director Sperling,
 That the Rural Budgets Administration Committee agenda for the October 16, 2018 meeting, including Director's new business, be adopted as amended:

1. **CALL TO ORDER** - Director Rose to Chair the Meeting
2. **DIRECTORS NOTICE OF NEW BUSINESS:**
 Director Hiebert - One Call – South Peace Rural Crime Watch
3. **ADOPTION OF AGENDA:**
4. **ADOPTION OF MINUTES:**
 M-1 Rural Budgets Administration Committee Meeting Minutes of August 16, 2018
 M-2 Rural Budgets Administration Committee Special Meeting Minutes of August 23, 2018
5. **BUSINESS ARISING FROM THE MINUTES:**
6. **DELEGATIONS:**

ADOPTION OF AGENDA (CONTINUED)**7. CORRESPONDENCE:**

- C-1 August 15, 2018 – Letter from Ryan Challen, Community Coordinator NBIA, Northern Brain Injury Association – Sponsorship Thank you
- C-2 August 27, 2018 – Letter from Judy Clavier, Sec-Treasurer, Willow Valley Cemetery Committee – Thank you and Invoice
- C-3 September 5, 2018 – Email from Kathy – Rural Youth Travel Grants Thank You
- C-4 August 28, 2018 – Letter from Prestin Sorken – South Peace Sub Regional Rural Academic Scholarship Thank you
- C-5 September 11, 2018 – Letter from Allison Ostle – Electoral Area C Scholarship

8. REPORTS:

- R-1 September 10, 2018 – Report from Jill Rickert, Community Services Coordinator & Trish Morgan, GM of Community Services - Recreational & Cultural Grants-in-Aid Policy & Procedures – Options to Streamline Process
- R-2 October 9, 2018 – Report from Tyra Henderson, Corporate Officer – Providing Support to Old Fort
- R-3 October 9, 2018 – Report from Kelsey Bates, Executive Assistant – 2019 FCM Convention – Authorization to Attend
- R-4 August 17, 2018 – Report from Jill Rickert – Little Prairie Heritage Society Funding Amendment
- R-5 September 11, 2018 – Report from Jennifer Rudyk, Finance Coordinator – August 2018 Financial Report

9. DISCUSSION ITEMS:**10. NEW BUSINESS:**

- NB -1 Director Rose – South Peace Health Services Society Grant Application
- NB-2 Director Hiebert – South Peace Health Services Society Grant Application

11. COMMUNICATIONS:**12. DIARY:**

- DIA-1 Diary Items

ADJOURNMENT:**CARRIED****ADOPTION OF MINUTES:**

M-1
RBAC Minutes

MOVED by Director Hiebert, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee Meeting Minutes of August 16, 2018 be adopted.

CARRIED

M-2
RBAC Minutes

MOVED by Director Goodings, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee Special Meeting Minutes of August 23, 2018 be adopted.

CARRIED

BUSINESS ARISING: None.

DELEGATIONS: None.

CORRESPONDENCE:

- | | | |
|--|---|----------------|
| C-1
Northern Brain Injury
Association Thank You | MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee receive the letter from Ryan
Challen, Community Coordinator, Northern Brain Injury Association, re: Sponsorship
Thank You (August 15, 2018) for information. | CARRIED |
| C-2
Willow Valley
Cemetery Thank You
and Invoice | MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee receive the letter from Judy
Clavier, Sec-Treasurer, Willow Valley Cemetery Committee re: Thank You and Invoice
(August 27, 2018) for information. | CARRIED |
| C-3
Kathy -Rural Youth
Travel Grants Thank
you | MOVED by Director Hiebert, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee receive the email from Kathy re:
Rural Youth Travel Grants Thank You (September 5, 2018) for information. | CARRIED |
| C-4
Prestin Sorken - South
Peace Sub Regional
Rural Academic
Scholarship Thank you | MOVED by Director Hiebert, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee receive the letter from Prestin
Sorken re: South Peace Sub Regional Rural Academic Scholarship Thank you (August
28, 2018) for information. | CARRIED |
| C-5
Allison Ostle –
Electoral Area C
Scholarship | MOVED by Director Goodings, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee receive the letter from Allison
Ostle re: Electoral Area C Scholarship (August 28, 2018) for information. | CARRIED |

REPORTS:

The Chair varied the Agenda to Item R-2.

- | | | |
|---|--|----------------|
| R-2
Oct. 9/18 - Providing
Support to Old Fort | MOVED by Director Sperling, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee confirm the October 4, 2018 email
poll of the four Electoral Area Directors and authorize up to \$250,000 for emergency
support to the Old Fort Community in response to the landslide event that started
September 30, from Area C Fair Share Funds. | CARRIED |
| R-3
Oct. 9/18 - 2019 FCM
Convention -
Authorization to
Attend | MOVED by Director Goodings, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee authorize two Directors to attend
the 2019 FCM Conference in Quebec City from May 30-June 2, 2019; further, that
those Directors be identified prior to December 14, 2018. | CARRIED |

R-4
Aug. 17/18 – Little
Prairie Heritage
Society Funding
Amendment

MOVED by Director Hiebert, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee approve the funding amendment application from Little Prairie Heritage Society to reallocate \$1,260 of the 2017 GIA allocation to be used to assist with the upgrades to the ventilation in the long house.

CARRIED

R-5
Sept. 11/18 – August
2018 Financial Report

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

CARRIED

The Community Services Coordinator joined the meeting at 10:12 am.

The Chair resumed the Agenda at Item R-1.

R-1
Sept. 10/18 -
Recreational &
Cultural Grants-in-Aid
Policy & Procedures –
Options to Streamline
Process

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee receive the “Recreational and Cultural Grants-in-Aid Policy and Procedures – Options to Streamline” report, dated September 10, 2018, for discussion.

The Committee provided staff with consensus direction for a reduced application form, streamlined application procedures and deadlines, internal timelines, and funding amendment procedure improvements for the 2020 Grants-in-aid (GIA) intake cycle. Changes for the 2020 intake will be discussed with GIA recipients at the April 2019 GIA Meeting. A letter noting the proposed changes will be included with all the applications packages being mailed out in November, and will provide opportunity for comment for those not attending the Spring GIA Meeting.

Staff will provide options for processing unused funds for completed projects (funding amendments VS returning the funds) at the next RBAC meeting.

Director Sperling left the meeting at 11:03 am.

Director Sperling returned to the meeting at 11:05 am.

CARRIED

NEW BUSINESS:

NB-1
Oct. 11/18 - South
Peace Health Services
Society Grant
Application

MOVED by Director Sperling, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee support the South Peace Health Services Society to purchase and renovate a patient and health professional accommodation with a grant of \$25,000 from Area E PRA Funds – Line Item 4, Assistance to Other Organizations.

CARRIED

- | | | |
|---|--|----------------|
| NB-2
Oct. 11/18 - South
Peace Health Services
Society Grant
Application | MOVED by Director Sperling, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee support the South Peace Health
Services Society to purchase and renovate a patient and health professional
accommodation with a grant of \$25,000 from Area D PRA Funds – Line Item 4,
Assistance to Other Organizations. | CARRIED |
| NB-3
One Call - South Peace
Rural Crime Watch | | |
| Director Hiebert advised that the South Peace Rural Crime watch association may be
coming forward with a grant application requesting funds to pay the annual One Call
user fee of \$1,500 that the RCMP is no longer funding. | | |
| <u>DIARY:</u>
DIA-1 | | |
| MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee remove “South Peace Historical
Society” from the Diary. | | |
| CARRIED | | |
| DIA-2 | | |
| MOVED by Director Sperling, SECONDED by Director Hiebert
That the Rural Budgets Administration investigate how Camp Sagitawa recognized
the PRRD’s contribution, if the project is complete, and that the item be included
under Discussion Items at the November 2018 RBAC Meeting. | | |
| CARRIED | | |
| ADJOURNMENT | | |
| The Chair adjourned the meeting at 12:16 pm. | | |

 Director Rose, Meeting Chair

 Kelsey Bates, Executive Assistant



**PEACE RIVER REGIONAL DISTRICT
FAIR SHARE**

NATURAL GAS EXTENSION GRANT APPLICATION

Applicant (Customer) Information	
Property Owner Name	Herman Newfeld
Mailing Address	PO Box [REDACTED]
	Arras B.C. VOC 1B0
Telephone Number	250- [REDACTED]
Legal Description	[REDACTED]
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)	[REDACTED]
Date	Oct 15/18

Actual Cost of Mainline Extension

A	Actual Cost of Mainline Extension	\$ 11350.00
B	Less: Gas Company's Contribution	\$ 8955.5
C	Total Cost to Property	\$ 2394.5

Electoral Area Contribution:

D	75% of Total Cost to Property	\$ 1,795.88
E	Less: Other Contributions	\$ NIL
F	Remaining Balance	\$ 1,795.88
G	Maximum Electoral Area Grant	\$ 5,000.00

H	TOTAL GRANT PAYABLE (Lesser of F or G)	\$ 1,795.88
I	Cost to Property Owner	\$ 598.62
J	(minimum 25%)	25 %

For Natural Gas Company Use Only Application completed by	
Gas Company Representative Name: Shawn Petersen	Phone Number: 250-784-5582
For Regional District Use Only	
November 13, 2018	By:
Date approved by Regional District	



**PEACE RIVER REGIONAL DISTRICT
FAIR SHARE**

NATURAL GAS EXTENSION GRANT APPLICATION

Applicant (Customer) Information	
Property Owner Name	Tamara Moore
Mailing Address	PO Box [REDACTED] - Arras B.C.
	VOC 160
Telephone Number	250- [REDACTED]
Legal Description	[REDACTED]
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)	[REDACTED]
Date	October 15, 2018

Actual Cost of Mainline Extension

A	Actual Cost of Mainline Extension	\$ 11,350.00
B	Less: Gas Company's Contribution	\$ 8,955.5
C	Total Cost to Property	\$ 2,394.5

Electoral Area Contribution:

D	75% of Total Cost to Property	\$ 1,795.88
E	Less: Other Contributions	\$ NIL
F	Remaining Balance	\$ 1,795.88
G	Maximum Electoral Area Grant	\$ 5,000.00

H	TOTAL GRANT PAYABLE (Lesser of F or G)	\$ 1,795.88
I	Cost to Property Owner	\$ 598.62
J	(minimum 25%)	25 %

For Natural Gas Company Use Only	
Application completed by	
Gas Company Representative Name: Shawn Petersen PNG	Phone Number: 250-784-8582
For Regional District Use Only	
November 13, 2018	By:
Date approved by Regional District	



REPORT

To: Rural Budgets Administration Committee

Date: October 26, 2018

From: Kelsey Bates, Executive Assistant

Subject: 2019 Elected Official Seminars - Authorization to Attend

RECOMMENDATION #1:

That the Rural Budgets Administration Committee authorize four Electoral Area Directors to attend the 2019 Elected Officials Seminar – Electoral Area Representatives in Richmond, BC from January 16-18, 2019; further, that Electoral Area Directors confirm their desire to attend by not later than November 14, 2018 to enable registration and travel arrangements to be made.

RECOMMENDATION #2:

That the Rural Budgets Administration Committee authorize the four Electoral Area Directors to attend the 2019 NCLGA Elected Officials Seminar in Prince George, BC from January 30 - February 1, 2019; further, that Electoral Area Directors confirm their desire to attend by not later than November 14, 2018 to enable registration and travel arrangements to be made.

BACKGROUND/RATIONALE:

Registration is open for both of the above mentioned conferences. These are training and networking opportunities for elected officials. The 2019 Elected Officials Seminar – Electoral Area Representatives is specific to Electoral Area Directors, and the 2019 NCLGA Elected Officials Seminar is specific to elected officials in the North.

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee deny authorization for Electoral Area Directors to attend the 2019 Elected Officials Seminar – Electoral Area Representatives.
2. That the Rural Budgets Administration Committee deny authorization for Electoral Area Directors to attend the 2019 NCLGA Elected Officials Seminar.
3. That the Rural Budgets Administration Committee authorize only one, two or three Electoral Area Directors to attend each of the 2019 Elected Official Seminars.

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: *KB*

Dept. Head:

CAO:

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FINANCIAL CONSIDERATION(S):

The cost of Electoral Area Directors attending both Elected Official Seminars would be paid from “Legislative – Electoral Area”. Registration fees are \$350 per delegate per seminar. Registration can be cancelled without penalty up to 14 day prior to the conferences. Flights and hotels are estimated at \$1,000 per participant, plus meeting expense and per diem claims.

COMMUNICATIONS CONSIDERATION(S):

None.

OTHER CONSIDERATION(S):

None.

Attachments:

1. 2019 Elected Officials Seminar – Electoral Area Representatives Draft Agenda
2. 2019 NCLGA Elected Officials Seminar Draft Agenda



2019 ELECTED OFFICIALS SEMINAR
Electoral Area Representatives
Radisson Hotel Vancouver Airport • Richmond
January 16 to 18

PROGRAM-AT-A-GLANCE

Wednesday, January 16, 2019		
5:30-6:30 pm		Registration
6:30-6:45 pm	Plenary	Opening and Welcome
6:45-8:00 pm	Plenary	Keynote – Greg Moore
8:00-9:00 pm	Plenary	Ask the Local Government Experts A panel of experienced elected officials field local government trivia questions from our celebrity game show host. Audience participation encouraged!

Thursday, January 17, 2019		
7:00-8:30 am		Breakfast
7:30-8:30 am	Plenary	EA Partners Clinic: UBCM, LGMA, MAH <i>Learn about the key local government organizations supporting your community.</i>
8:30 - 10:00 am	Breakout	Newly Elected: Local Government Finance 101
	Breakout	Newly Elected: Local Government Financial Management 1
8:30 - 10:00 am		Dynamics and Decision Making – Tracey Lorenson <i>Effective decision making in the council/board context. Maintaining role clarity, dealing with difficult people and situations, and working as a team in the interest of the community.</i>
10:00-10:30 am		Refreshment Break
10:30 am -12:00 pm	Plenary	We've Got to Stop Meeting Like This - Lisa Zwarn, David Weber, Mayor Malcolm Brodie <i>Discussion on practical tools to make your meetings orderly, focused, efficient, and inclusive, while seeking to produce quality outcomes that earn public trust and confidence.</i>
12:00-1:00 pm		Lunch - Minister of Municipal Affairs and Housing
1:00-2:00 pm	Breakout	Newly Elected: Local Government Law 101 - Rights, Risks & Responsibilities <i>Local law firms will cover CC & LGA, and focus on rights of elected officials and how they can work within legislation to serve their constituents and get things accomplished.</i>
	Breakout	Returning Elected: Topical Legal Issue(s) <i>Local law firms presenting on current day legal issues with possible topics including cannabis legalization and regulations, short term rentals, or other topics. To demonstrate examples of communities that have taken different approaches and current status.</i>
2:00-3:00 pm	Plenary	Public Hearings 101 <i>To cover procedures and protocols at public hearings; how to tactfully & respectfully handle typical and atypical situations. A lawyer will facilitate a panel of experienced elected/staff. Various scenarios presented; audience input encouraged.</i>
3:00-3:30 pm		Refreshment Break

3:30-4:30 pm	Breakout	Newly Elected: Municipalities & RDs - An Overview of a Unique BC System <i>Learn about BC's unique regional district system - how it works, what it does, and how municipalities and regional districts can be an effective team within a region.</i>
	Breakout	Returning Elected: Working Together to Manage Emergencies - EMBC regional training personnel <i>This session will provide you with an orientation to your responsibilities during the planning and declaration of a local emergency, and what you can leave to trained operational personnel.</i>
4:30-5:30 pm	Plenary	Local Governments & Indigenous Communities Working Together <i>This session will bring together local government and indigenous community leaders to discuss regional efforts to work together for mutual benefit.</i>
5:30-7:00 pm		DINNER ON OWN
7:00-8:00 pm	Plenary	Post-election Assessment – Results, Turnout & Trends – Todd Pugh, CivicInfo BC <i>Hear the stories behind the local government election results.</i>

Friday, January 18, 2019		
7:00-8:30 am		Breakfast
7:30-8:30 am	Plenary	EA Partners Clinic: MFABC, MIABC, BC Assessment
8:30-10:00 am 8:35 - 10:30 am	Breakout	Newly Elected Session: Local Government Finance 101 <i>Your budget communicates your council or board priorities. Get to know the basics of local government finance - everything you want to ask, need to know, and more...</i>
	Breakout	Returning Elected Session: Asset Management – Christina Benty <i>Go beyond the basics of local government finance and learn about asset management - why it's important and how it's done.</i>
10:00-10:30 am		Refreshment Break
10:30 am-12:00 pm	Breakout	Newly Elected Session: Local Government Planning 101 <i>Learn why and how we plan, statutory requirements, council/board, staff and public roles and responsibilities.</i>
		Returning Elected Session: Sustainable Community Planning <i>Learn how to introduce and implement strategies for sustainability into your community planning efforts.</i>
12:00-1:00 pm		Lunch - Sponsor Remarks
1:00-2:15 pm	Plenary	Media Relations – Peak Communicators <i>Communication experts cover everything from key dos and don'ts when being interviewed for the local paper, how to conduct yourself effectively and safely online.</i>
2:15 - 2:30 pm	Plenary	Closing Comments and Adjourn

Draft October 22, 2018 SUBJECT TO CHANGE



2019 ELECTED OFFICIALS SEMINAR

NCLGA Region

Coast Inn of the North • Prince George

January 30 to February 1

PROGRAM-AT-A-GLANCE

Wednesday, January 30, 2019		
5:30-6:30 pm		Registration
6:30-6:45 pm	Plenary	Welcome – LGLA President and Honoured Guests
6:45-8:00 pm	Plenary	Opening Keynote – Greg Moore
8:00-9:00 pm	Plenary	Ask the Local Government Experts A panel of experienced elected officials field local government trivia questions from our celebrity game show host. Audience participation encouraged!
9:00-10:00 pm		Networking Reception

Thursday, January 31, 2019		
7:00-8:30 am		Breakfast
7:30-8:30 am	Plenary	LGLA Partners Clinic: UBCM, LGMA, MAH <i>Learn about the key local government organizations supporting your community.</i>
8:30-10:00 am	Plenary	Dynamics and Decision Making – Tracey Lorensen <i>Effective decision making in the council/board context. Maintaining role clarity, dealing with difficult people and situations, and working as a team in the interest of the community.</i>
10:00-10:30 am		Refreshment Break
10:30 am-12:00 pm	Plenary	We've Got to Stop Meeting Like This - Eli Mina, Walter Babicz, Mayor Lyn Hall <i>Discussion on practical tools to make your meetings orderly, focused, efficient, and inclusive, while seeking to produce quality outcomes that earn public trust and confidence.</i>
12:00-1:00 pm		Lunch – Sponsor Remarks
1:00-2:00 pm	Breakout	Newly Elected: Local Government Law 101 - Rights, Risks & Responsibilities <i>Local law firms will cover CC & LGA, and focus on rights of elected officials and how they can work within legislation to serve their constituents and get things accomplished.</i>
	Breakout	Returning Elected: Topical Legal Issue(s) <i>Local law firms presenting on current day legal issues with possible topics including cannabis legalization and regulations, short term rentals, or other topics. To demonstrate examples of communities that have taken different approaches and current status.</i>
2:00-3:00 pm	Plenary	Public Hearings 101 <i>To cover procedures and protocols at public hearings; how to tactfully & respectfully handle typical and atypical situations. A lawyer will facilitate a panel of experienced elected/staff. Various scenarios presented; audience input encouraged.</i>
3:00-3:30 pm		Refreshment Break
3:30-4:30 pm	Breakout	Newly Elected: Municipalities & RDs - An Overview of a Unique BC System <i>Learn about BC's unique regional district system - how it works, what it does, and how municipalities and regional districts can be an effective team within a region.</i>
	Breakout	Returning Elected: Local Emergency Orientation - What You Need to Know - EMBC regional training personnel <i>This session will provide you with an orientation to your responsibilities during the planning and declaration of a local emergency, and what you can leave to trained operational personnel.</i>

4:30-5:30 pm	Plenary	Local Governments & Indigenous Communities Working Together <i>This session will bring together local government and indigenous community leaders to discuss regional efforts to work together for mutual benefit.</i>
5:30-7:00 pm		DINNER ON OWN
7:00-8:00 pm	Plenary	Post-election Assessment – Results, Turnout & Trends – Todd Pugh, CivicInfo BC <i>Hear the stories behind the local government election results.</i>

Friday, February 1, 2019		
7:00-8:30 am		Breakfast
7:30-8:30 am	Plenary	LGLA Partners Clinic: MFABC, MIABC, BC Assessment
8:30-10:00 am	Plenary	Newly Elected Session: Local Government Finance 101 <i>Your budget communicates your council or board priorities. Get to know the basics of local government finance - everything you want to ask, need to know, and more...</i>
	Plenary	Returning Elected Session: Asset Management – Christina Benty <i>Go beyond the basics of local government finance and learn about asset management - why it's important and how it's done.</i>
10:00-10:30 am		Refreshment Break
10:30 am-12:00 pm	Breakout	Newly Elected Session: Local Government Planning 101 <i>Learn why and how we plan, statutory requirements, council/board, staff and public roles and responsibilities.</i>
	Breakout	Returning Elected Session: Sustainable Community Planning <i>Learn how to introduce and implement strategies for sustainability into your community planning efforts.</i>
12:00-1:00 pm		Lunch – Minister of Municipal Affairs & Housing Remarks
1:00-2:15 pm	Plenary	Media Relations – Peak Communicators <i>Communication experts cover everything from key dos and don'ts when being interviewed for the local paper, how to conduct yourself effectively and safely online.</i>
2:15 pm		Closing Comments and Adjourn

Draft October 22, 2018 SUBJECT TO CHANGE



REPORT

To: Chair and Directors

Date: November 6, 2018

From: Trish Morgan, General Manager of Community Services

Subject: Grant Request - Rolla Community Cemetery Board

RECOMMENDATION #1:

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.

BACKGROUND/RATIONALE:

The Rolla Community Cemetery Board is requesting funding assistance to purchase and install a bench for the Rolla Cemetery. The group has installed two similar benches in prior years, which provide a space for visitors to sit while reflecting on loved ones. The bench installed in 2017, was supported with a grant in the amount of \$1,000, authorized by the Rural Budgets Administration Committee. This request if supported, will help with the purchase and installation of a third bench that will be dedicated to Veterans bearing a plaque that will read "In Honour of Our Veterans".

The Rolla Community Cemetery Board is a group of volunteers who operate, maintain and care for the Rolla Cemetery. They are not a registered society but hold monthly meetings, host an annual general meeting, and have established a treasurer to maintain their financial records and banking. Much of the work they do involves grave layout and marking, urn placement, mapping, cairn upkeep, ground maintenance and beautification projects.

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee deny the grant application from Rolla Community Cemetery Board 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: *J. Morgan* Dept. Head: *J. Morgan*

CAO: *[Signature]*

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FINANCIAL CONSIDERATION(S):

- The annual budget allocation for Area D Cemetery funding is \$5,000 of which \$4,500 has been utilized. If approved, this grant will utilize the remaining \$500, resulting in a balance of zero.
- Upon approval of a grant, funding will be paid directly to the applicant as the amount is less than \$1,500 as per section 6.2 Disbursement of Fund of the Cemetery Grant Policy.

COMMUNICATIONS CONSIDERATION(S):

The applicant will be notified in writing of the Committee's decision and made aware of the Regional Districts Funding Recognition Guidelines.

OTHER CONSIDERATION(S):

Attachment 1: Grant Application

Attachment 2: Cemetery Grant Policy





PEACE RIVER REGIONAL DISTRICT

GRANT APPLICATION FORM



Society #: ~~Rolla Rate Payers~~

Community Club or Group Name: **Rolla Community Cemetery**

Mailing Address: **c/o 1624 - 95 Avenue**

City: **Dawson Creek, BC**

Postal Code: **V1G 1K1**

Civic Address: **Rolla Cemetery - Sweetwater Road**

Contact Person: **Kathy Heaton - Secretary**

Alternate Person: **Allen Watson - chairman**

Tel: **250-719-9859**

Tel: **250-786-5253**

Fax: **250-782-6508**

Fax: **250-786-5253**

Email: **heatonk@telus.net**

Email: **awatson@xplornet.ca**

CLUB EXECUTIVES

President: **vacant**

Vice President: **vacant**

Treasurer: **Gordon Moffatt**

PROJECT COSTS

Total Cost of Project: **1738.64**

Amount Requested per year: **1738.64**

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 Rolla Cemetery Board has been approached by the community to provide an additional bench, where family members can sit and reflect on passed loved ones. We currently have two benches and would like to install a third in a separate part of the cemetery. This bench would be dedicated to and in honor of our veterans.

As our funds come directly from plots sold, grave layouts and donations, we could really use some assistance in funding this project. As in 2017, any grant funds we receive will go directly to the purchase and installment of the bench. Attached is a photo of the bench installed in 2017. The new bench will be identical to this one, with the exception of the plaque stating - In Honor of Our Veterans.

Any assistance Peace River Regional District can provide would be greatly appreciated.

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 ☐

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

Dominion Precast (div. of 794754 AB LTD.)

152 Donaldson Ave,
PO Box 143
Shaughnessy, AB T0K 2A0

Quote

Date	Quote #
15/6/2018	228

Name / Address
Rolla Cemetery Sweetwater Rd Rolla, BC V0C 2G Attn: Allen Watson

Rep	Project

Description	Qty	Total
Urban Commando Park Bench Polished W Exp. Agg Trim/Base Grey	1	845.00
LASER ETCHED BLACK GRANITE (2 weeks lead time)	1	225.00
Deliver 1 skid to your commercial address w. power tailgate & delivery notification	1	585.85
Sales Tax Summary		
GST@5.0%	82.79	
Total Tax	82.79	
Subtotal		\$1,655.85
Sales Tax Total		\$82.79
Total		\$1,738.64

GST/HST No. 889806022

Rolla Community Cemetery		
Financial Statements		
Year ended December 31, 2017		
	2017	2016
Receipts		
Interest earned		
Donations	715.00	245.00
Grant from P.R.R.D.	1,000.00	
Grave layout	100.00	130.00
Columbarium purchases		850.00
Plots sold	305.00	220.00
	<u>2,120.00</u>	<u>1,445.00</u>
Expenditures		
Annual general meeting expenses	170.79	
Bank charges	4.00	20.21
Bench	Dominion Precast	
	Installation	
	1,514.45	
	232.94	
Cabinet	576.73	
Grass cutting	900.00	650.00
Grave layout 2016	90.00	
Grave layout 2017	100.00	130.00
Office		60.56
	<u>3,588.91</u>	<u>860.77</u>
Receipts over expenditures	<u>-1,468.91</u>	<u>584.23</u>
Funds on hand January 1		
C.U. Equity	73.95	71.13
Chequing	3,717.41	3,083.97
High interest savings	4,102.45	4,064.48
	<u>7,893.81</u>	<u>7,219.58</u>
Funds on hand December 31		
C.U. Equity	76.90	73.95
Chequing	3,230.95	3,717.41
High interest savings	3,117.05	4,102.45
	<u>6,424.90</u>	<u>7,893.81</u>



Peace River Regional District Statement of POLICY and PROCEDURE			
Department:	Community Services	Policy No.	#26-2017
Section:	Grants	Issued:	October 23, 2017
Subject:	Cemetery Funding	Effective:	November 16, 2017
RBAC Resolution # and Date:	RBAC 17/11/08	Page:	1 of 3
		Replaces:	None
Issued by:	Jill Rickert, Community Services Coordinator	Dated:	N/A
Approved by:	Trish Morgan, General Manager of Community Services		

1. POLICY

This policy provides the guidelines and administrative procedures for the approval and disbursement of grant funds, from the Cemetery Function, to not-for-profit societies or community organizations who maintain rural cemeteries located in Electoral Areas B, C, D, and E of the Peace River Regional District.

1.1 Applicant Eligibility

The Rural Budgets Administration Committee recognizes that community groups who care for cemeteries are often very small and operate with a very limited number of volunteers; therefore the Committee is willing to waive the eligibility criteria that all applicants must be a registered Not-for-Profit society in good standing with the Societies Act of BC. In order to apply for grant funding under this policy, the applicant must meet one of the following criteria:

- a) a registered Not-for-Profit society in good standing with the Society Act of BC; or
- b) a volunteer organization consisting of community members who is financially and administratively sound which can be demonstrated by providing meeting minutes, financial statements and/or proof of bank account; and
- c) must operate in the Peace River Regional District.

1.2 Eligible Expenses

The information below provides examples of eligible expenses or projects costs that may be considered for funding.

- a) Operational Costs;
- b) Minor cemetery improvement project costs;
- c) Capital improvement project costs.

Subject: Cemetery Funding	Policy #:	Page:	2 of 3
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1.3 Grant Authorization

The Rural Budgets Administration Committee has the sole discretion to approve or reject applications.

1.4 Allocation of Funds

Grant funding may be budgeted for annually by each Electoral Area Director as part of the PRRD Annual Financial plan, to be ratified by the Board of Directors.

1.5 Acknowledgement of Grant Funding

The Rural Budgets Administration Committee asks all grant recipients to recognize their contribution by use of the Peace River Regional District logo through written, virtual or verbal acknowledgement.

2. PURPOSE

Grant funding may assist local groups with improvements to rural cemeteries and may be issued to support capital projects and/or expenses related to the operation, development and maintenance of the cemetery as set forth in Bylaw No. 839, 1993.

3. RESPONSIBILITY

The General Manager of Community Services or designate, is responsible for ensuring compliance within the policy.

4. DEFINITIONS

- a) **Rural Budgets Administration Committee** is a Standing Committee of the Regional Board comprised of each Electoral Director from each Electoral Area in the Peace River Regional District who has the authority, by delegation of the Regional Board, to administer the rural budgets as identified in the Annual Financial Plan of the Peace River Regional District and in accordance with the "Rural Budgets Administration Bylaw No. 116, 1998".
- b) **Not-for-Profit Society** is an organization which is not driven by profit, who is registered and in good standing with the Societies Act in BC.
- c) **Volunteer Community Organization** is a group consisting of volunteer community members who is financially and administratively sound which can be demonstrated by providing meeting minutes, financial statements and/or proof of a bank account.
- d) **Operational Costs** are defined as expenses incurred for the day-to-day operating, developing and maintaining of a cemetery and its grounds
- e) **Minor Improvements** are defined as smaller projects costing less than \$5,000 such as the purchase and installation of commemorative monuments, benches, or signage that are shorter in duration to complete.
- f) **Capital Improvements** are defined as larger projects in excess of \$5,000 such as the addition of a permanent structure such as a columbarium or cemetery gates that are longer duration to complete.

Subject: Cemetery Funding	Policy #:	Page:	3 of 3
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5. REFERENCES and RELATED STATEMENTS of POLICY and PROCEDURE

5.1 Peace River Regional District Cemetery Services Establishment Bylaw No. 839, 1993

5.2 Peace River Regional District Rural Budgets Administration Bylaw No. 116, 1998

6. PROCEDURE

6.1 Approval Procedure

- a) Applicants must submit a completed grant application that outlines the details for the intended use of the funds, the amount requested and all necessary supporting documentation as indicated on the application form.
- b) Staff will process the grant application, complete a report which will include a recommendation and all background information and forward it to the Rural Budgets Administration Committee for consideration.
- c) All applicants will be advised in writing of the Rural Budgets Administration Committee's decision.

6.2 Disbursement of Funds

- a) Upon approval of the grant, funds will be paid directly to the applicant for all grants in the amount of \$1,500 or less;
- b) Grant funding in excess of \$1,500 will be paid to the applicant through claim reimbursement;
- c) Speed of Service processing time on cheque distribution is 10 business days from ratification by RBAC.

6.3 Recipient Acknowledgement

A copy of the Funding Recognition Guidelines will be provided to all grant recipients and is also available on our website at <http://prrd.bc.ca/wp-content/uploads/page/grants/Acknowledging-the-Peace-River-Regional-District.pdf>



REPORT

To: Rural Budgets Administration Committee

Date: September 24, 2018

From: Trish Morgan, General Manager of Community Services

Subject: Grant Request – Tower Lake Community Club

RECOMMENDATION #1:

That the Rural Budgets Administration Committee approve a grant to Tower Lake Community Club in the amount of \$3,000, payable from Electoral Area D, Recreational and Cultural Grants in Aid, to assist with general operational costs and insurance.

BACKGROUND/RATIONALE:

Each year in August, an annual grant of \$3,000 is paid directly to Tower Lake Community Club through an automatic payment process. The funding is budgeted by the Electoral Area D Director, each year as part of the Recreational and Cultural Grants-in-Aid budget (GL 1951) as a stand-alone allocation in addition to the Sub-Regional Recreational and Cultural Grants-in-Aid budget (GL 7119). This is due in part to the fact that Tower Lake Community Club is not eligible to receive any funds through Sub-Regional Recreational and Cultural Grants-in-Aid as they are outside the existing service area.

This year, in order to apply for the 2018 grant funding, staff requested that Tower Lake Community Club complete a grant application. This approach is supported by the Blanket Grant Policy adopted by the Regional Board on February 8th, 2018, which outlines a consistent and equitable approach to the processing of grant applications, establishing a consistent payments process and ensures recording keeping and reporting requirements are followed.

Please find attached the grant request from Tower Lake Community Club requesting \$3,000 to assist with operational costs and insurance at the Tower Lake Community Hall. Tower Lake Community Club is a not-for-profit society in good standing with the conditions of the *Societies Act of BC* according to Corporate Registry.

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee deny the grant application from Tower Lake Community Club and provide further direction to staff.

Staff Initials:

Dept. Head:

CAO:

Page 1 of 2

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):

\$3,000 is budgeted under Electoral Area D, Recreational and Cultural Grants-in-Aid as an allocation intended for Tower Lake Community Club, as part of the 2018 Financial Plan.

COMMUNICATIONS CONSIDERATION(S):

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

OTHER CONSIDERATION(S):

Attachments:

1. Grant Application – Tower Lake Community Club
2. Blanket Grant Policy



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 OnlyFair 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

**Tower Lake Community Club
Financial Statement
Year End October 31, 2017**

Balance Sheet

October 31, 2017

ASSETS

Chad Miller Bursary	\$	5,239.65
Chad Miller Bursary	\$	1,819.24
NP Savings & Credit Union ***918	\$	38,615.74
NP Savings & Credit Union equity		54.28
TD Bank New account for 2017		2482.87
CIBC Joint 79-***92	\$	51.93
Land	\$	51,300.00
New and Old Hall	\$	453,000.00
Furniture and Fixtures	\$	29,616.00
Sound System	\$	1,000.00
Kitchen Warming Trays	\$	274.00
Playground equipment	\$	1,000.00
Chairs and Tables	\$	10,033.00
Lawn Mower	\$	2,093.08

Total Assets **\$ 596,579.79**

LIABILITIES 0

TOTAL ASSETS & LIABILITIES **\$ 596,579.79**

SOCIETY EQUITY **\$ 596,579.79**

Income Statement

For the year ended in Oct 31, 2017

INCOME

Events	\$	-
Rent	\$	995.16
Grants	\$	8,000.00
Interest	\$	30.95
Memberships	\$	-
Accounts recieveable		3784.37

Total Income**\$ 12,810.48****EXPENSES**

Supplies	\$	(801.54)
Maintenance	\$	(121.58)
Utilities	\$	(432.96)
Insurance	\$	(2,300.00)
Bank Charges	\$	(117.63)
Lawyers Fee		
Norton Rose Fullbright	\$	(9,552.58)
Grant to Mile 22	\$	(1,200.00)

Total Expense**-\$ 14,526.29****NET INCOME****-\$ 1,715.81**



HUB International Insurance Brokers

10216-10th Street
Dawson Creek, BC V1G 3T4

Phone: 250-782-5565 Fax 250-782-6054

Invoice # 1225788

R-3
Page 1 of 1

ACCOUNT NUMBER	DATE
TOWELAK-01	08/13/2018
BALANCE DUE ON	AMOUNT DUE
08/28/2018	\$2,300.00

Tower Lake Community Club
Box 249
Taylor, BC V0C 2K0

Commercial Insurance

PolicyNumber: M1123866

Effective: 08/28/2018 to 08/28/2019

Item #	Trans Eff Date	Due Date	Trans	Description	Amount
6138012	08/28/2018	08/28/2018	RENB	Renewal Business Premium 2018/2019	\$2,300.00
Policy Invoice Balance:					\$2,300.00
Total Invoice Balance:					\$2,300.00

Payments can be made via your Financial Institution's (FI) Internet or Telephone Banking Service to payee HUB International Barton. When adding us as a payee with your FI, search using key word HUB BARTON. Your BILL TO CODE is your Account number.

If the insurance is not wanted, the policy or memorandum should be returned to our office. Holding the contract in your possession will be considered acceptance of it.

SERVICE CHARGES OF 1.75% PER MONTH (21% PER ANNUM) WILL BE CHARGED ON PAST DUE BALANCES.



MHINGLEY

More detailed information about how HUB International is compensated can be found at hubinternational.com behind the "How We Get Paid" tab.



PEACE RIVER REGIONAL DISTRICT

Handout

GRANT APPLICATION FORM

Society #: S008576

Community Club or Group Name: Tower Lake Community Club

Mailing Address: Box 249

City: Taylor

Postal Code: V0C 2K0

Civic Address:

Contact Person: Jennifer Critcher

Alternate Person: Sheena Pratt

Tel: 250-219-3284

Tel: 250-262-8266

Fax:

Fax:

Email: towerlakecommunity@gmail.com

Email:

CLUB EXECUTIVES

President: Suzy Hetenyi

Vice President:

Treasurer: Jennifer Critcher

PROJECT COSTS

Total Cost of Project: \$2,300

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.

The Peace River Regional District has always supported the Tower Lake Community Club with an annual contribution of \$3000.00. These funds have been allocated to insurance for the community hall. Please find attached a copy of our annual insurance premiums. We are requesting the continued support of the PRRD to assist us with the our insurance costs. Thank you in advance.

ATTACHMENTS REQUIRED:

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

Signature of Applicant:

Date:

For Office Use OnlyFair 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

November 13, 2018



PEACE RIVER REGIONAL DISTRICT

REPORT

To: Rural Budgets Administration Committee

Date: November 6, 2018

From: Jennifer Rudyk, Finance Clerk

Subject: October 2018 Financial Report

RECOMMENDATION(S):

That the Rural Budgets Administration Committee receive the October 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:

Dept. Head:

CAO:

Page 1 of 1

 Peace River Regional District Grants-In-Aid Summary of Payables		5-Nov-2018					
Current Year 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	-				-	-
1,000.00	Fort St. John Gradfest	-	-		-	1,000.00	1,000.00
-	Golata Creek Recreation Society	-		1,894.09		--	1,894.09
-	Goodlow Community Club	-		19,800.00		--	19,800.00
	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	-	-	-	7,688.22	6,884.25	14,572.47
3,700.00	North Peace 4-H District Council	-	-	-	-	1,000.00	1,000.00
2,000.00	North Peace Fall Fair Society	-	-	-	-	2,000.00	2,000.00
7,750.00	North Peace Historical Society	-	-	-	-	-	-
	North Peace Light Horse Assn.	-	-			-	-
	North Peace Ride for Disabled		259.51				259.51
2,575.00	Osborn Community Club	-	2,830.05	1,656.42	0.00	1,678.00	6,164.47
11,476.00	Rose Prairie Curling Society	-	-	1,499.54	1,424.82	-	2,924.36
	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	-	3,999.52	24,850.05	9,113.04	39,719.25	77,681.86
		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	-	-	-	-	3,400.00	3,400.00
9,250.00	North Peace Historical Society	53.55	-	-	-	9,182.75	9,236.30
15,000.00	North Peace Light Horse Assn.	-	-			15,000.00	15,000.00
1,000.00	*Area C Scholarship		-	-	-	-	-
1,000.00	Youth Travel	-	-	-	-	900.00	900.00
42,150.00	Total Area C	53.55	9,510.41	7,720.28	-	40,982.75	58,266.99

		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	GIA Remaining
		103,150.00	102,000.00	102,000.00	102,000.00	102,000.00	
		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		-	-	-	-	-
2,231.25	Chetwynd Horse Club Society				761.25	2,231.25	2,992.50
10,500.00	Foothills Team Roping Club	-	-	-	-	210.00	210.00
	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	(0.00)	-	0.00	1,571.98	3,764.41	5,336.39
9,000.00	Moberly Lake Community Assn.	-	-	0.00	973.89	-	973.89
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	Total Area E	(0.00)	854.35	3,901.72	27,227.14	71,968.16	103,951.37
		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	GIA Remaining
		150,084.00	150,000.00	150,049.93	150,000.00	150,000.00	
		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	-	-	-	-	1,858.56	1,858.56
9,000.00	Cutbank Community Club	-		-	-	-	-
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	-	-	-	-	-	-
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	-	-	-	2,433.11	9,950.00	12,383.11
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	3,782.53	1,096.33	7,002.56
900.00	Swan Lake Enhancement Society	-	-	-	-	-	-
	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	-	-	-	-	1,500.00	1,500.00
1,500.00	Youth Travel	-	-	-	-	1,050.00	1,050.00
150,000.00	Total Sub-Regional	-	-	12,729.47	23,755.79	116,289.43	152,774.69
		2014	2015	2016	2017	2018	TOTAL
397,150.00	COMBINED GRAND TOTALS	53.55	14,364.28	49,201.52	60,095.97	268,959.59	392,674.91

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
	DCSS - South Peace Campus Track & Fld Provincials										150
	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 Volleyball	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	450
	BALANCE Remaining		0	0	0	0	0	0	0	0	1,050 *

* 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	Grace Giesbrecht	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	Allison Ostle	1,000	0	21-Sep-18
2017	Justin Fehr	1,000	0	27-Jul-18
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	0	

Area E Bursary

Year	Name	Amount		Date Claimed
		Amount	Remaining	
2018	Sierra Neuls	500	500	
2018	Treydon Nichols	500	500	
2017	Kaitlyn Dufresne	500	0	Nov-17
2017	Trevor Andres	500	500	
				not claimed 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	

Sub-Regional Bursary & Scholarship

Year	Name	Amount		Date Claimed
		Amount	Remaining	
2018	Prestin Sorken	1,500	0	28-Sep-18
2018	Connor Riley	1,500	1500	
2017	Taylor Schweitzer	1,500	0	13-Jul-18
2017	Nadia Richer	1,500	0	16-Aug-18
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	1,500	

Fair Share Commitments				K. Goodings Area B	B. Sperling Area C	L. Hiebert Area D	D. Rose Area E	Total Fair Share
October 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	Date Committed	Commitment Amount	Previous Yrs. Payments	Fair Share Payments This Year				Remaining 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	45,500.00				91,000.00
NP Cultural Centre (30,000 in 2018, 2019, 2020)	Nov 16, 2017	118,125.00	28,125.00	22,500.00				67,500.00
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 \$k 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%)	Nov 27, 2014	-						-
		1,013,525.00	114,759.05	73,000.00	-	-	-	825,765.95
Area C								
Dave Mitchell & Assoc; Fire Protection Feas.	Mar 15, 2018	38,350.00			19,125.00			19,225.00
Electrical Extension Grants	Ongoing	4,000.00			4,000.00			-
FSJ Airport Sub Water Metering Initiative	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		15,000.00			30,000.00
NPAS; Airport Swr Pumps & Maintenance	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		10,546.50			31,639.50
Old Fort Slide Residents; Emergency Support	Oct 16, 2018	250,000.00			148,922.60			101,077.40
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%)	Nov 27, 2014	-						-
		469,887.38	43,397.91	-	197,594.10	-	-	220,145.37
Area D								
Bear Mnt Nordic Ski Assn; Bisette 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				3,375.00		3,375.00
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)	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			5,000.00		936,201.50
Swan Lake Weir Aluminum Gates	Oct 20, 2011; Jan 24, 2018	8,133.75	8,133.75					-
		1,181,383.75	119,759.35	-	-	14,547.90	-	1,047,076.50
Area E								
Bear Mnt Nordic Ski Assn; Bisette 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	-	-	-	2,404.30	762,524.84
Total Fair Share Bank Balance at Month End				1,817,070.14	1,583,776.51	3,126,094.96	2,790,201.45	9,317,143.06
Total Remaining Commitment				825,765.95	220,145.37	1,047,076.50	762,524.84	2,855,512.66
Balance After Remaining Commitments				991,304.19	1,363,631.14	2,079,018.46	2,027,676.61	6,461,630.40
				Area B	Area C	Area D	Area E	

Peace River Agreement Commitments					October 2018		K. Goodings Area B	B. Sperling Area C	L. Hiebert Area D	D. Rose Area E	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 Committed	Commitment	Previous Yrs. Payments	Category Code	Peace Agreement Payments This Year				Remaining Commitment	
Area B											
Cecil Lake Rec Comm; Hall Door & Window Replacement		Aug 17, 2017	5,297.23		3	5,130.67				166.56	
Cecil Lake Rec Comm; Hall Flooring & Roof Project		Aug 23, 2018	36,715.39		3	36,715.39				-	
CDC; Fire Training Centre (4,375/year 2018-2022)		Apr 16, 2018	21,875.00		6	4,375.00				17,500.00	
Clearview Arena Society; Concession Area Improvements		Apr 16, 2018	10,490.00		2	10,490.00				-	
Clearview Arena Society; Upgrade Project		April 16, 2018	300,000.00		2					300,000.00	
Clearview Rec Facility; Property Assessment		Jan 19, 2017	50,000.00	5,400.00	2	19,886.48				24,713.52	
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 2	740,160.00	175,211.64	1	564,948.36				-	
										-	
			1,199,537.62			641,545.90	-	-	-	343,780.08	
Area C											
										-	
CDC; Fire Training Centre (6,562.50/year 2018-2022)		Apr 16, 2018	32,812.50		6		6,562.50			26,250.00	
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	
CL Waste H2O Truck Facility; Reclaimed Water Project		Jul 19, 2018	533,400.00		9					533,400.00	
FSJ Airport Sub Water Distribution Maintenance Initiative		Dec 1, 2016	15,000.00	12,000.00	1					3,000.00	
Urban Systems; CL Reclaimed Water Project Grant Writing		Jul 19, 2018	5,000.00		9		5,000.00			-	
										-	
			711,212.50			101,362.50				590,250.00	
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		6					600,000.00	
CDC; Fire Training Centre (15,312.50/year 2018-2022)		Apr 16, 2018	76,562.50		6			15,312.50		61,250.00	
CDC; Water Station Upgrade Project		Apr 16, 2018	375,000.00		1			375,000.00		-	
CDC; Year-Round Rec Facility Upgrades within Dawson Creek		Apr 16, 2018	187,500.00		8			187,500.00		-	
DC Ski & Rec Assn; Reservoir and Pipeline R&M/Expansion		Mar 16, 2017	54,150.00	1,445.55	3			52,704.45		-	
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		July 19, 2018	9,000.00		7			9,000.00		-	
South Peace Dist Crime Prevention Assn; Signs		Dec 17, 2015	4,375.00	3,909.15	4					465.85	
South Peace Health Serv Soc; Bulterys Comm House Renos		Oct 16, 2018	25,000.00		4					25,000.00	
Tomslake Cultural Comm Assn; Main H2O Cistern Repair/Replace		Jan 19, 2017	5,000.00		4					5,000.00	
Tomslake FD; Fire Pack Bush Unit		Aug 16, 2018	25,000.00		6					25,000.00	
										-	
			1,539,385.50					675,314.95		786,114.34	
Area E											
Chetwynd Comm Soc; 4-Peaks Building Roof		Aug 16, 2018	40,000.00		4					40,000.00	
Chetwynd Public Library; Design		Jan 24, 2018; May 17, 2018; Jun 21, 2018	248,000.00		7				31,777.25	216,222.75	
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				8,750.00	35,000.00	
CDC; Water Station Upgrade Project		Apr 16, 2018	125,000.00		1				125,000.00	-	
CDC; Year-Round Rec Facility Upgrades within Dawson Creek		Apr 16, 2018	62,500.00		8				62,500.00	-	
DC Ski & Rec Assn; Reservoir and Pipeline R&M/Expansion		Mar 16, 2017	18,050.00		3				18,050.00	-	
South Peace Arts Society; Exhibition & Outreach Art Program		July 19, 2018	3,000.00		7				3,000.00	-	
South Peace Health Serv Soc; Bulterys Comm House Renos		Oct 16, 2018	25,000.00		4					25,000.00	
										-	
			715,300.00						259,077.25	436,222.75	
Total Peace River Agreement GL Balance at Month End						1,337,442.37	2,086,364.06	1,314,779.92	1,488,797.10	6,227,383.45	
Total Remaining Commitment						343,780.08	590,250.00	786,114.34	436,222.75	2,156,367.17	
Balance available after remaining commitments						993,662.29	1,496,114.06	528,665.58	1,052,574.35	4,071,016.28	
						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											

BCR/PRA Commitments	October	Area B	Area C	Area D	Area E	Total 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>						
Flatrock Community Cemetery Soc; Fence		394.11				
Total Commitments		394.11	-	-	-	394.11
<u>Expenditures</u>						
Northern Brain Injury Assoc.; Rd. Safety Campaign			500.00			
Silver Willow 4-H; 2017 Peace Lookout Cleanup			1,500.00			
City of Dawson Creek; Summer Swim Program				3,000.00	1,000.00	
Flatrock Community Cemetery Soc; Fence		3,878.99				
NP Family Superpark Society; Safety Matts & Flooring			15,240.00			
Total Expenditures		3,878.99	17,240.00	3,000.00	1,000.00	25,118.99
Month End GL Balance		56,924.15	46,591.84	25,433.99	42,852.53	171,802.51
Balance available		56,530.04 Area B	46,591.84 Area C	25,433.99 Area D	42,852.53 Area E	171,408.40

All Regional District Reserve Balances as of October 31, 2018

RESERVES

911 Emergency Capital Reserve	\$ 253,030.13
*BCR/PRA	\$ 171,802.51
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	\$ 259,436.54
CLFD Fundraising	\$ -
CLFD Operating Reserve	\$ 30,665.76
Comm Parks Water Capital Reserve	\$ -
Comm Parks Water Operating Res	\$ -
*Community Works (Gas Tax)	\$ 3,299,693.01
DC/PC Fire Capital Reserve	\$ 332,952.60
Election Reserve	\$ 79,570.37
Emergency Plan Reserve	\$ 278,791.03
*Fair Share	\$ 9,317,143.06
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	\$ 6,227,383.45
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)	\$ 3,814,658.78
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	\$ 46,717,616.39

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

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	165,000.00
Total	575,000.00	575,000.00	192,500.00

Loan Funds Available:	3,307,500.00
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"Grants" from Loan Fund Interest	Committed	Previous Years Paid	Current Year Paid	Remaining
				-
				-
Total	-	-	-	-

Interest Grant Funds Available:	\$507,158.78
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Total RLF Loan & Grant Available:	\$3,814,658.78
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Community Works (Gas Tax) Commitments	Project No. (If applicable)	Committed	Previous Years Paid	Current Year Paid	Remaining
Buick Creek Arena; Insulation/Heating Upgrades		5,759.44			5,759.44
Cecil Lake Recreation Commission; Windows & Doors		11,178.51		11,178.51	-
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		19,488.00	-
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		7,329.00	3,171.00
					-
Total		\$3,648,343.75	\$3,349,481.80	\$189,551.45	\$109,310.50

Gas Tax Funds Available:	\$3,190,382.51
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Acknowledging the Peace River Regional District

The Peace River Regional District logo must be displayed and, where space allows, the acknowledgement text on all printed or electronic documents, marketing materials, public reports, publications, media products, websites and applications (apps), and press releases related to activities that are funded either in whole, or in part by the Peace River Regional District. Where materials are electronic, the logo must link to the Peace River Regional District website, at prrd.bc.ca.

Verbal acknowledgement of the Peace River Regional District must be done at public events such as media events, conferences, trade shows, and video productions for projects/ initiatives that have been funded either in whole, or in part by the Peace River Regional District.

Where space and circumstances allow, the acknowledgement text that refers to the Peace River Regional District should accompany the PRRD logo on posters, flyers, educational materials, in the annual report and in PowerPoint presentations.

The Communications Manager will provide you with the PRRD Brand Standards guide and the ZIP file containing EPS and PNG versions of the logo. EPS files are optimal for print products. PNG files are optimal for publication on the Web.

Acknowledgement text

"Funded by the Peace River Regional District."

"This project is funded [in part] by the Peace River Regional District."

"This project has been made possible [in part] by the Peace River Regional District."

"We acknowledge the [financial] support of the Peace River Regional District."

"We acknowledge the [financial] support of the Rural Budgets Committee"

"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"

Please contact the Communications Manager at 250-784-3200 if you have any questions.



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