



PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING

MINUTES

DATE: August 15, 2019

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: **Directors**

Director Sperling, Meeting Chair

Director Hiebert

Director Rose

Director Goodings

Staff

Shawn Dahlen, Chief Administrative Officer

Lyle Smith, Chief Financial Officer

Jill Rickert, Community Services Coordinator

Crystal Brown, Electoral Area Manager

Suzanne Garrett, Corporate Services Coordinator

Call to Order The Chair called the meeting to order at 2:20 pm

DIRECTORS NOTICE OF NEW BUSINESS:

Director Hiebert South Peace Business to Business Expo

ADOPTION OF AGENDA:

MOVED by Director Goodings, SECONDED by Director Rose,
That the Rural Budgets Administration Committee agenda for the August 15, 2019 meeting, including Director's new business and additional items for the agenda, be adopted as amended:

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 Special Rural Budgets Administration Committee Meeting Minutes of July 25, 2019
5. **BUSINESS ARISING FROM THE MINUTES:**
6. **CORRESPONDENCE:**
 - R-1 June 27, 2019 – Thank You Card from Ethan Cameron
 - R-2 June 27, 2019 – Thank You Card from Blaine Dixie
 - R-3 June 13, 2019 – Letter from FSJ Midget A Flyers – Thank You
 - R-4 July 18, 2019 – Celine Quigley from Celine Quigley – Scholarship Thank You
 - R-5 June 5, 2019 – Thank You Card from Chetwynd Electric Eels
 - R-6 June 28, 2019 – Email from Naomi Gallant, Community Development Coordinator, City of Fort St. John – Request for Electoral Area Support for "Pitch-In" Program

7. REPORTS:

- R-1 July 22, 2019 – Report from Lyle Smith, CFO – Grant Request – South Peace Arts Society
- R-2 July 2, 2019 – Report from Lyle Smith, CFO – Sciog Natural Gas Extension Grant Application
- R-3 July 30, 2019 – Report from Lyle Smith, CFO - Grant Request – Dawson Creek Golf and Country Club
- R-4 August 1, 2019 – Report from Lyle Smith, CFO – Youth Travel Request – Alicia Sorken
- R-5 August 6, 2019 – Report from Lyle Smith, CFO - Grant Request – South Peace Health Services Society

8. DISCUSSION ITEMS:

- DI-1 North Peace Fall Fair

9. NEW BUSINESS:

- NB-1 Business to Business Expo

10. COMMUNICATIONS:

11. DIARY:

- DIA-1 Diary Items

12. ADJOURNMENT:

CARRIED

ADOPTION OF MINUTES:

- | | |
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| M-1
July 25, 2019 Special
RBAC Minutes | MOVED by Director Hiebert, SECONDED by Director Rose,
That the Rural Budgets Administration Committee Special Meeting Minutes of July
25, 2019 be adopted. |
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CARRIED

BUSINESS ARISING FROM THE MINUTES:

None

CORRESPONDENCE:

- | | |
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| C-1
June 27/19 – Ethan
Cameron Thank You | MOVED by Director Rose, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee receive the June 27, 2019 thank
you card from Ethan Cameron for information. |
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CARRIED

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| C-2
June 27/19 – Blaine
Dixie Thank You | MOVED by Director Hiebert, SECONDED by Director Rose,
That the Rural Budgets Administration Committee receive the June 27, 2019 thank
you card from Blaine Dixie for information. |
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CARRIED

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| C-3
June 13/19 – FSJ
Midget A Flyers Thank
You | MOVED by Director Rose, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee receive the June 13, 2019 thank
you letter from the FSJ Midget A Flyers for information. |
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CARRIED

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| C-4
July 18/19 – Celine
Quigley Thank You | MOVED by Director Hiebert, SECONDED by Director Rose,
That the Rural Budgets Administration Committee receive the July 18, 2019 thank
you letter from Celine Quigley for information. |
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CARRIED

C-5
June 5/19 – Chetwynd
Electric Eels Thank You

MOVED by Director Goodings, SECONDED by Director Rose,
That the Rural Budgets Administration Committee receive the June 5, 2019 thank you
letter card from the Chetwynd Electric Eels for information.

CARRIED

C-6
June 28/19 – Naomi
Gallant, City of Fort St.
John – “Pitch In”
Program Request

MOVED by Director Goodings, SECONDED by Director Hiebert,
That a report be brought back to a future Rural Budgets Administration Committee
on options for the Peace River Regional District to take part in the ‘Pitch-In Canada’
program, offering honorariums to rural schools, further, that the report to identify
process, budget implications, work load and department responsibility.

CARRIED

REPORTS:

R-1
July 22/19 - Grant
Request – South Peace
Arts Society

MOVED by Director Rose, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee authorize a grant in the amount of
\$1,000, payable from Electoral Area E, Peace River Agreement funds (Spending Item
#7 – Library, Museums and Art Galleries) to be issued to the South Peace Art Society
to support Exhibition and Outreach Art Programs offered at the Dawson Creek Art
Gallery; and further that,

That the Rural Budgets Administration Committee amend the 2019 Grants to
Community Organizations budget commitment to:

- a. Increase Transfer from Reserves – Peace River Agreements revenue by \$1,000;
and
- b. Increase General Grants – Rural Grants-in-Aid – Electoral Area E expense by
\$1,000.

CARRIED

MOVED by Director Hiebert, SECONDED by Director Rose,
That the South Peace Art Society be requested to provide a breakdown identifying
the exact programs to be funded under “Art Classes” noted in its application.

CARRIED

MOVED by Director Hiebert, SECONDED by Rose,
That the Rural Budgets Administration Committee, pending receipt and approval of
additional information from the South Peace Art Society; authorize a grant in the
amount of \$11,000, payable from Electoral Area D, Peace River Agreement funds
(Spending Item #7 – Library, Museums and Art Galleries) to be issued to the South
Peace Art Society to support Exhibition and Outreach Art Programs offered at the
Dawson Creek Art Gallery; and further that,

That the Rural Budgets Administration Committee amend the 2019 Grants to
Community Organizations budget commitment to:

- a. Increase Transfer from Reserves – Peace River Agreements revenue by \$11,000;
and
- b. Increase General Grants – Rural Grants-in-Aid – Electoral Area D expense by
\$11,000.

CARRIED

REPORTS:

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| R-1 continued | MOVED by Director Rose, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee waive the Grants to Community Organizations Policy requirement under section 1 “funding requests to be received no later than January 15” in order to approve the funding request. | CARRIED |
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| R-2
July 2/19 – Sciog
Natural Gas Extension
Grant | MOVED by Director Rose, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee authorize a Natural Gas Extension Grant to Stephen Sciog in the amount of \$5,000, payable from Electoral Area C, Fair Share. | CARRIED |
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| R-3
July 30/19 - Grant
Request – Dawson
Creek Golf and
Country Club | MOVED by Director Goodings, SECONDED by Director Rose,
That the Rural Budgets Administration Committee receive the July 30, 2019 Grant Request report – Dawson Creek Golf and Country Club for discussion. | CARRIED |
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| | MOVED by Director Hiebert, SECONDED by Director Rose,
That the Rural Budgets Administration Committee authorize a grant in the amount of \$5,000, payable from Electoral Area D, Peace River Agreement (Spending Item #4 – Assistance to other Organizations), to support the addition of campground sites at the Dawson Creek Golf Course; and further,

That the Rural Budgets Administration Committee amend the 2019 Grants to Community Organizations budget commitment to: <ul style="list-style-type: none">a. Increase Transfer from Reserves – Peace River Agreement revenue by \$5,000; andb. Increase General Grants, Rural Grant-in-Aid – Electoral Area D expense by \$5,000. | CARRIED |
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| | MOVED by Director Hiebert, SECONDED by Director Rose,
That the Rural Budgets Administration Committee waive the Grants to Community Organizations Policy requirement under section 1 “funding requests to be received no later than January 15” in order to approve the funding request. | CARRIED |
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| R-4
Aug 1/19 - Youth
Travel Request – Alicia
Sorken | MOVED by Director Rose, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee authorize a youth travel grant in the amount of \$50.00 for Alicia Sorken, payable from Rural Recreational and Cultural Grants-in-Aid, Sub-Regional, to assist with travel expenses to attend the U18 Western Canadian Rugby Championships that were held on August 1 – 4, 2019 in Regina, Saskatchewan. | CARRIED |
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| R-5
Aug 6/19 Grant
Request – SP Health
Services Society | MOVED by Director Hiebert, SECONDED by Director Rose,
That the Rural Budgets Administration Committee receive the August 6, 2019 Grant Request report – South Peace Health Services Society for discussion. | CARRIED |

REPORTS:

R-5 continued

MOVED by Director Rose, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee approve a grant in the amount of \$100,000 to the South Peace Health Services Society, payable from Community Works Gas Tax, if eligible; and further

if the grant request cannot be funded under the Community Works Gas Tax, that the Rural Budgets Administration Committee authorize a grant in an amount of \$100,000, payable in equal amounts of \$25,000 from Area B, C, D, and E Peace River Agreements, (Spending Item #4 – Assistance to Other Organizations) to be issued to South Peace Health Services Society to assist with the renovation project costs of the Bulterys Community House located in Dawson Creek.

CARRIED

MOVED by Director Rose, SECONDED by Director Goodings,
The Rural Budgets Administration Committee amend the 2019 Grants to Community Organizations budget commitment to:

- a. Increase Transfer from Reserves – Peace River Agreement revenue by \$100,000; and
- b. Increase General Grants – Rural Grants-in-Aid – Area B, C, D, and E expense by \$25,000 each.

CARRIED

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee waive the Grants to Community Organizations Policy requirement under section 1 “funding requests to be received no later than January 15” in order to approve the funding request.

CARRIED

DISCUSSION ITEMS:

DI-1
North Peace Fall Fair

Director Goodings noted that the Society would be submitting a grant application in the spring for a “zero turn” lawnmower.

NEW BUSINESS:

NB-1
Business to Business

Director Hiebert inquired if there has been a date set for the 2019 Business to Business Expo. No date or information package has been received to date.

COMMUNICATIONS:

None.

DIARY:

DIA-1

No changes were made to the Diary.

ADJOURNMENT

The Chair adjourned the meeting at 3:20 pm