



PEACE RIVER REGIONAL DISTRICT
RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING
MINUTES

DATE: Thursday, December 20, 2018

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: **Directors**
Director Sperling, Meeting Chair
Director Hiebert
Director Rose
Director Goodings (via phone)

Staff
Shawn Dahlen, Acting Chief Administrative Officer
Lyle Smith, Chief Financial Officer
Trish Morgan, General Manager of Community Services
Crystal Brown, Electoral Area Manager
Kelsey Bates, Executive Assistant

Others

Call to Order The Chair called the meeting to order at 11:28 am.

DIRECTORS NOTICE OF NEW BUSINESS:

Director Goodings Grant application.

ADOPTION OF AGENDA:

MOVED by Director Hiebert, SECONDED by Director Rose,
That the Rural Budgets Administration Committee agenda for the December 20, 2018 meeting be adopted as amended to include Director's new business:

1. **CALL TO ORDER** - Director Sperling to Chair the Meeting
2. **DIRECTORS NOTICE OF NEW BUSINESS:**
Director Goodings - Grant application
3. **ADOPTION OF AGENDA:**
4. **ADOPTION OF MINUTES:**
M-1 Rural Budgets Administration Committee Meeting Minutes of November 13, 2018
5. **BUSINESS ARISING FROM THE MINUTES:**
6. **DELEGATIONS:**
7. **CORRESPONDENCE:**
8. **REPORTS:**
 - R-1 November 7, 2018 – Report from Trish Morgan, GM of Community Services – Grant-in-Aid – 2014 Unspent Funds
 - R-2 December 6, 2018 – Report from Trish Morgan, GM of Community Services – Grant Request – Peace View Cemetery Committee
 - R-3 December 10, 2018 – Report from Trish Morgan, GM of Community Services – Grant Request – South Peace District Crime Prevention Association
 - R-4 December 10, 2018 – Report from Trish Morgan, GM Community Services - Youth Travel Request – Chetwynd Secondary Senior Boys Volleyball Team

ADOPTION OF AGENDA (CONTINUED)

- R-5 December 10, 2018 – Report from Trish Morgan, GM of Community Services - Youth Travel Request – Dawson Creek Secondary Grade 9 Girls Volleyball Team
- R-6 December 10, 2018 – Report from Paulo Eichelberger, GM of Environmental Services – Area B Bulk Loading and Potable Water Construction Update
- R-7 December 3, 2018 – Report from Trish Morgan, GM of Community Services – Grant Request – Northern Co-Hort, Northern Environmental Action Team
- R-8 December 6, 2018 – Report from Jennifer Rudyk, Finance Coordinator – November 2018 Financial Report
- 9. DISCUSSION ITEMS:**
 - DI-1 Unspent Grant Funds
 - DI-2 Peace River Agreement Allocation Review
 - DI-3 Economic Development
- 10. NEW BUSINESS:**
- 11. COMMUNICATIONS:**
- 12. DIARY:**
 - DIA-1 Diary Items
- 13. ADJOURNMENT:**

CARRIED

ADOPTION OF MINUTES:

M-1 MOVED by Director Hiebert, SECONDED by Director Rose,
RBAC Minutes That the Rural Budgets Administration Committee Meeting Minutes of November 13, 2018 be adopted.

CARRIED

BUSINESS ARISING FROM THE MINUTES:

BA-1 The Electoral Area Manager discussed Director questions regarding November 2018's
Nov 2018 Financial RBAC Financial report:
Report

- Fort St. John Grad Fest
- North Peace Historical Society Funds
- Sportsman Club Funding Commitment

DELEGATIONS: None.

CORRESPONDENCE: None.

REPORTS:

R-1 MOVED by Director Rose, SECONDED by Director Hiebert,
Nov. 7/18 - Grant-in- That the Rural Budgets Administration Committee authorize the remaining unspent
Aid – 2014 Unspent funds, in the amount of \$53.55, allocated to North Peace Historical Society as part of
Funds their 2014 Grants-in-Aid allocation, be returned to the funding area and used to
reduce the tax requisition in 2019.

CARRIED

R-2 MOVED by Director Hiebert, SECONDED by Director Rose,
Dec. 6/18 - Grant That the Rural Budgets Administration Committee deny the grant request from the
Request – Peace View Peace View Cemetery Committee, as all cemetery funding budgeted for Electoral
Cemetery Committee Area D in 2018 has been committed and is no longer available.

CARRIED

R-2 (continued)

MOVED by Director Hiebert, SECONDED by Director Goodings

That the Rural Budgets Administration Committee send a letter to the Peace View Cemetery Committee advising that they can reapply in 2019 for the \$3,000 grant, to assist with repairs to sunken gravestones and grave covers, that was denied at the December 20, 2018 RBAC Meeting.

CARRIED

R-3

Dec. 10/18 - Grant
Request – South Peace
District Crime
Prevention Association

MOVED by Director Hiebert, SECONDED by Director Rose,

That the Rural Budget Administration Committee authorize a grant in the amount of \$1,400 payable from Electoral Area D, Peace River Agreements Spending Item #4 – Assistance to Other Organizations, to the South Peace District Crime Prevention Association for their 2018 annual subscription fee for the One Call Now notification system.

CARRIED

MOVED by Director Hiebert, SECONDED by Director Rose,

That the Rural Budget Administration Committee approve a three year grant in the amount of \$1,400 per year, beginning in 2019, to the South Peace District Crime Prevention Association, payable from Electoral Area D, Peace River Agreements Spending Item #4 - Assistance to Other Organizations.

CARRIED

R-4

Dec. 10/18 - Youth
Travel Request –
Chetwynd Secondary
Senior Boys Volleyball
Team

MOVED by Director Rose, SECONDED by Director Hiebert,

That the Rural Budgets Administration Committee authorize a youth travel grant in the amount of \$150, payable from Electoral Area E Grants-in-Aid, for the Chetwynd Secondary School Senior Boys Volleyball team to assist with the costs to attend provincials that were held in Prince George from November 22 – 24, 2018.

CARRIED

R-5

Dec. 10/18 - Youth
Travel Request –
Dawson Creek
Secondary Grade 9
Girls Volleyball

MOVED by Director Hiebert, SECONDED by Director Rose,

That the Rural Budgets Administration Committee authorize a youth travel grant in the amount of \$250, payable from Sub-Regional Grants-in-Aid, for the Dawson Creek Secondary Grade 9 Girls Volleyball team to assist with the costs to attend provincials that were held in Surrey, BC from November 16-17, 2018.

CARRIED

R-6

Dec. 10/18 - Area B
Bulk Loading and
Potable Water
Construction Update

MOVED by Director Goodings, SECONDED by Director Hiebert,

That the Rural Budgets Administration Committee receive the December 10, 2018 report titled “Area B Bulk Loading and Potable Water Construction Update” for information.

CARRIED

R-7

Dec. 3/18 - Grant Request – Northern Co-Hort, Northern Environmental Action Team

MOVED by Director Goodings, SECONDED by Director Hiebert,

That Rural Budgets Administration Committee approve the \$2,000 grant request from Northern Environmental Action Team, Northern Co- Hort to host a two day workshop on Farm Business Management and Co-op Development, with \$1000 payable from Area B BC Rail funds, and \$1000 payable from Area C BC Rail funds.

CARRIED

R-8
Dec. 6/18 – November
2018 Financial Report

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

CARRIED

MOVED by Director Hiebert, SECONDED by Director Rose,
That the Rural Budgets Administration Committee direct that a report be brought to
a future RBAC Meeting identifying which RBAC funds can be used for economic
development; further that the report outline all the accepted uses of the following
funds:

1. Rural Loan
2. Gas Tax
3. Fair Share
4. Peace River Agreement
5. Community Works
6. BC Rail

CARRIED

DISCUSSION ITEMS:

DI-1 Unspent Grant
Funds (Funding
Amendments)

MOVED Director Rose, SECONDED Director Hiebert,
That the Rural Budgets Administration Committee eliminate the option for grant
recipients to apply for the reallocation of their unused Rural Recreational Grants-in-
Aid funding upon project completion; further, that any funds left at the end of a
project be included as a surplus to the function to reduce requisition in the next year.

CARRIED

MOVED Director Rose, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee have information prepared
regarding the proposed idea of shortening the timeframe for Grants-in-Aid applicants
to use their grant funds from three years to two, to be discussed at the 2019 Spring
GIA Meeting.

CARRIED

DI-2 Peace River
Agreement Allocation
Review

MOVED Director Sperling, SECONDED Director Rose,
That the Rural Budgets Administration Committee request an information report, to
be brought to a future RBAC Meeting, demonstrating what the distribution of Peace
River Agreement (PRA) funds would look like for the Electoral Areas if the municipal
formula were to be applied to them; further, that the report include information on
the process for amending the Electoral Area fund distribution portion of the PRA, and
whether RBAC has the authority to make such a change.

CARRIED

DI-3 Economic
Development

The Committee discussed the Peace River Regional District's economic development
model.

NEW BUSINESS:

NB-1
Grant Application

Director Goodings discussed the Midget Flyers grant application status.

COMMUNICATIONS:

None.

DIARY:

DIA -1 No changes were made to the diary.

ADJOURNMENT

The Chair adjourned the meeting at 12:54 p.m.

Director Sperling, Meeting Chair

Kelsey Bates, Executive Assistant