PEACE RIVER REGIONAL DISTRICT

Rural Budgets Administration Committee Meeting

A G E N D A

Thursday, October 19 , 2017
at the Regional District Office Boardroom, 1981 Alaska Avenue,
Dawson Creek, BC **10:30 AM**

1. **CALL TO ORDER**: Director Sperling to Chair the Meeting

2. **DIRECTORS NOTICE OF NEW BUSINESS**:
   Director Hiebert – Tate Creek Community Centre

3. **ADOPTION OF AGENDA**:

4. **ADOPTION OF THE MINUTES:**
   M-1 Rural Budgets Administration Committee Meeting of September 14, 2017

5. **BUSINESS ARISING FROM THE MINUTES:**

6. **DELEGATIONS:**
   D-1 Kerry France, Director, Fort St. John Public Library Association – Update of the Library's Programs and Activities / Discuss Current and Future Funding (10:45 am)
   D-2 Margaret May, Board Secretary, North Peace Cultural Centre – Update of the Centre's Programs and Activities / Discuss Current and Future Funding (11:30 am)

7. **CORRESPONDENCE**:
   C-1 September 14, 2017 – Reg Whiten, Tree Canada 150 Recognition Event
   C-2 September 15, 2017 – Mallory & Mario Roy, Natural Gas Extension Application
   C-3 October 4, 2017 – Jordan Joseph Simmons, Electrical Extension Grant Application

8. **REPORTS:**
   R-1 September 17, 2017 – North Peace Fall Fair Society – Funding Amendment
   R-2 October 6, 2017 – North Peace Historical Society – Funding Amendment
   R-3 October 11, 2017 – Grant Application – Kelly Lake Community Centre Society (KLCC), Furnace System
   R-4 October 6, 2017 – Report from Jill Rickert, Community Services Coordinator – Recreation and Cultural Grants-in-Aid – Schedule E, Youth Travel
   R-5 October 10, 2017 – Report from Jill Rickert, Community Services Coordinator – Funding Amendment Request – Dawson Creek Sportsman's Club
   R-6 October 3, 2017 – Report from Jennifer Rudyk, Finance Clerk – Financial Reporting – October Meeting
   R-7 October 10, 2017 – Report from Trish Morgan, General Manager of Community Services - Notice of Closed Session – October 19, 2017 Rural Budgets Administration Committee

9. **DIARY:**
   DI-1 – October 19, 2017 – RBAC Diary

10. **NEW BUSINESS:**

11 **COMMUNICATIONS:**

12. **ADJOURNMENT:**

PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING MINUTES

DATE: September 14, 2017

PLACE: Regional District Office Boardroom, Dawson Creek, BC

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

Staff
Chris Cvik, Chief Administrative Officer
Kim Frech, Chief Financial Officer
Trish Morgan, General Manager of Community Services
Fran Haughian, Communications Manager
Crystal Brown, Electoral Area Manager
Jill Rickert, Community Service Coordinator
Ronda Wilkins, Executive Assistant

Others

Call to Order — The Chair called the meeting to order at 1:00 p.m.

DIRECTORS NOTICE OF NEW BUSINESS:

Director — Director Sperling – Cost of Internet for Charlie Lake Fire Department.

ADOPTION OF AGENDA:

ADOPTION OF AGENDA
RBAC 17/09/01
MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee Meeting agenda for the September 14, 2017 meeting, including Director's new business and additional items for the agenda, be adopted as amended:

1. **CALL TO ORDER** - Director Goodings to Chair the Meeting
2. **DIRECTORS NOTICE OF NEW BUSINESS**:
   Director Sperling – Charlie Lake Fire Department, cost of internet service.
3. **ADOPTION OF AGENDA**:
4. **ADOPTION OF THE MINUTES:**
   M-1 Rural Budgets Administration Committee Meeting of August 17, 2017

ADOPTION OF AGENDA: continued

5. **BUSINESS ARISING FROM THE MINUTES:**
6. **DELEGATIONS:**
   D-1 None
7. **CORRESPONDENCE:**
   C-1 August 29, 2017 – Mallory Roy, Fair Share Electrical Grant Application
   C-2 September 12, 2017 Email sent to Dir. Rose regarding Kiskatinaw Fall Fair Association and Sunset Prairie - LATE
8. **REPORTS:**
   R-1 September 5, 2017 – Report from Jill Rickert, Community Services Coordinator – Youth Travel Policy – Amendments and Options
9. **DIARY:**
   D1 September, 14, 2017 – RBAC Diary
10. **NEW BUSINESS:**
11 **COMMUNICATIONS:**
12. **ADJOURNMENT:**

CARRIED.

ADOPTION OF MINUTES:

M-1
August 17, 2017
RBAC Minutes

ADOPTION OF MINUTES
RBAC 17/09/02
MOVED by Director Rose, SECONDED by Director Hiebert,
``That the Rural Budgets Administration Committee Meeting Minutes of August 17, 2017 be adopted.``

CARRIED.

DELEGATIONS:

D-1 None

CORRESPONDENCE:

C-1 August 29, 2017 – Mallory Roy, Fair Share Electrical Grant Application

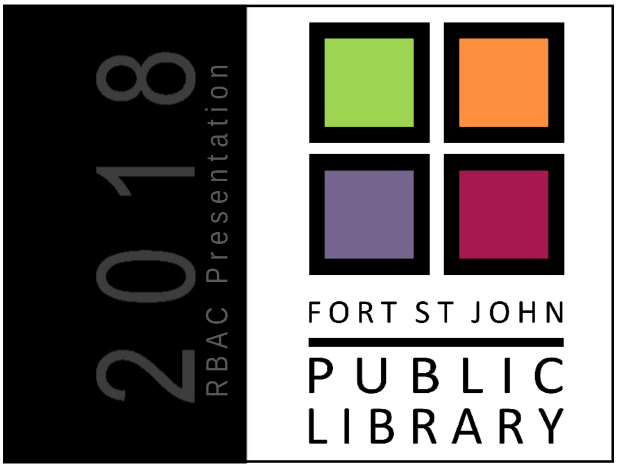
RBAC 17/09/03
MOVED by Director Rose, SECONDED by Director Hiebert,
``That the Rural Budgets Administration Committee approve $4,000 from Electoral Area E Fair Share Funds for the Fair Share Electrical Grant to Mallory Roy.``

CARRIED.

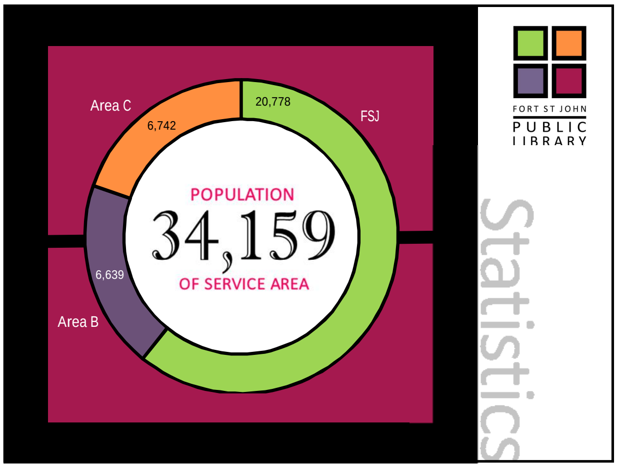
CORRESPONDENCE (CON`T)	**RBAC 17/09/04** MOVED by Director Hiebert, SECONDED by Director Sperling, ``That the Rural Budgets Administration Committee receive as Agenda item C2 the email sent to Director Rose for a discussion on the Kiskatinaw Fall Fair Association.`` **CARRIED.**
C-2 September 12, 2017 Email sent to Dir. Rose re: Kiskatinaw Fall Fair Association & Sunset Prairie	**RBAC 17/09/05** MOVED by Director Rose, SECONDED by Director Hiebert, ``That the Rural Budgets Administration Committee direct staff to organize a meeting on behalf of Director Rose to host a meeting with the Kiskatinaw Fall Fair Association and Sunset Prairie Recreation Commission to discuss capital expenses versus operational expenses on projects." **CARRIED.**
REPORTS:	
R-1 Sept.5/17 – Jill Rickert, CSC – Youth Travel Policy Amendments and Options	**RBAC 17/09/06** MOVED by Director Rose, SECONDED by Director Sperling, ``That the Rural Budgets Administration Committee amend the Youth Travel Policy to a grant in aid allotment of $50 per rural member who qualifies for a Provincial or National event or beyond to a maximum of $250 per club.`` **CARRIED.**
	Jill Rickert left the meeting at 1:50 p.m.
R-2 Sept. 8/17 – Jennifer Rudyk, FC – Financial report	**RBAC 17/09/07** MOVED by Director Hiebert, SECONDED by Director Rose, ``That the Rural Budgets Administration Committee increase the BCR/PRA Electoral Area D Aim ventures; Doe River Roll Out Bins expenditure from $6,000 to $11,985.``
DIARY	The Electoral Area E Director will be hosting an event for the Kiskatinaw Fall Fair Association and the Sunset Prairie Community Hall reps discuss capital expenses versus operation expenses on projects. The Youth Travel Policy has been amended as per resolution: *RBAC 17/09/06*.
NEW BUSINESS: Charlie Lake Fire Department cost of Internet	Staff will provide information back to Director Sperling on the cost to provide internet service to the Charlie Lake Fire Department.
COMMUNICATIONS:	None
	The meeting adjourned at 1:55 p.m.

Director Goodings, Meeting Chair

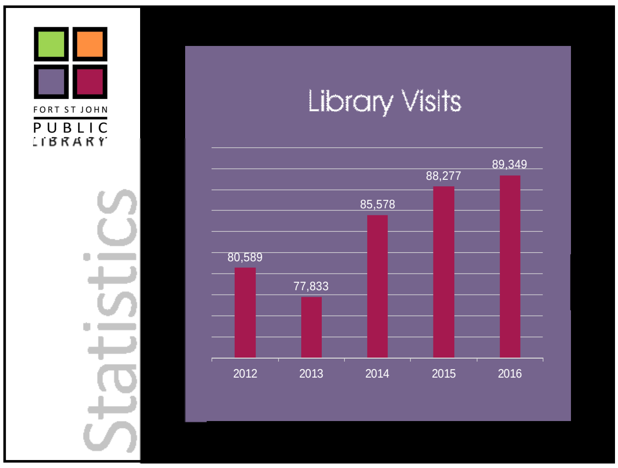
Ronda Wilkins, Executive Assistant

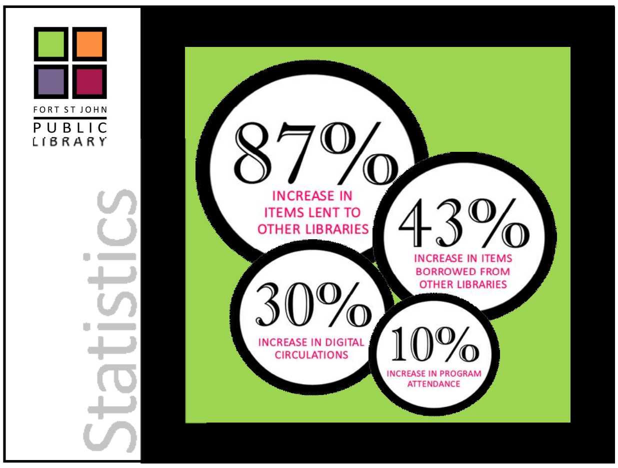

2018
RBAC Presentation
FORT ST JOHN
PUBLIC
LIBRARY


The Fort St John Public Library would like to express our gratitude to Areas B and C for your continued funding and support.
Our progression is made possible by local government support.
FORT ST JOHN
PUBLIC
LIBRARY
Gratitude


Area C
6,742
20,778
FSJ
POPULATION
34,159
OF SERVICE AREA
6,639
Area B
FORT ST JOHN
PUBLIC
LIBRARY
Statistics


FORT ST JOHN
PUBLIC
LIBRARY
Statistics
142,313
ITEMS BORROWED
89,349
LIBRARY VISITS
14,123
COMPUTER SESSIONS
7,500
PROGRAM ATTENDEES

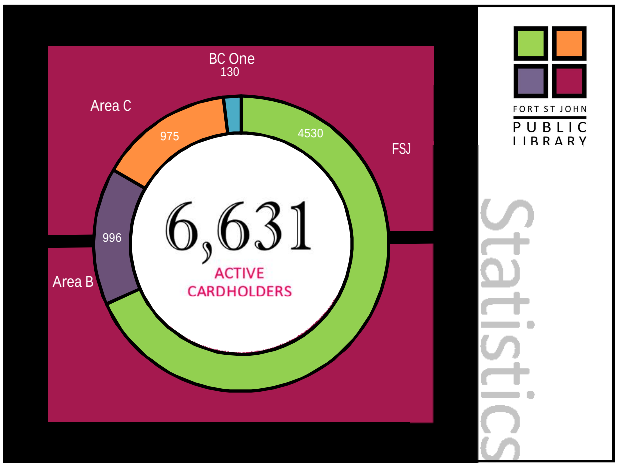

FORT ST JOHN
PUBLIC
LIBRARY
Statistics
Library Visits
80,589
77,833
85,578
88,277
89,349
2012
2013
2014
2015
2016

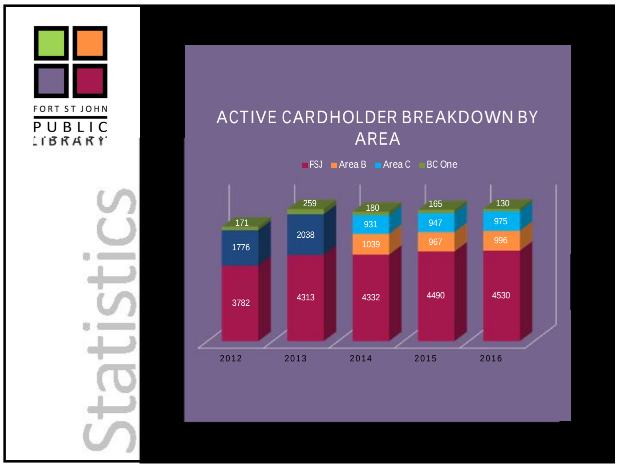

FORT ST JOHN
PUBLIC
LIBRARY
Statistics
87%
INCREASE IN ITEMS LENT TO OTHER LIBRARIES
43%
INCREASE IN ITEMS BORROWED FROM OTHER LIBRARIES
30%
INCREASE IN DIGITAL CIRCULATIONS
10%
INCREASE IN PROGRAM ATTENDANCE

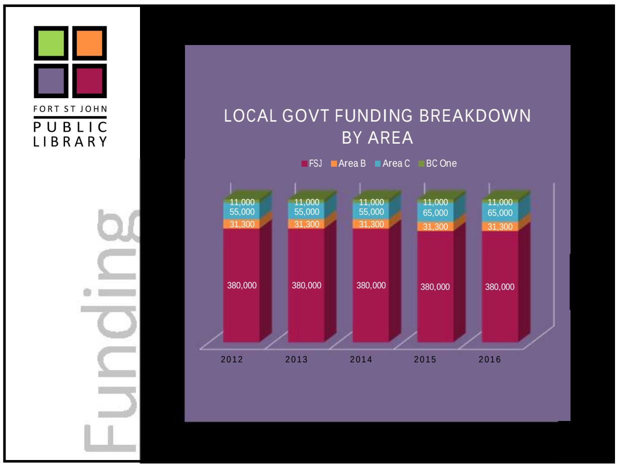

A Night of Unfortunate Events
Awesomeology
Books by Mail
Burgers, Board Games n Brew
CLICK
Crafternoon
Daddy & Me
Everyone is Awesome
Extreme Family Lego Challenge
Family Camp-In
Food for Fines
Goosebumps: Locked in the Library
Interlibrary Connect
Lego Club
Library and Beyond
Mad Science
Mother Goose on the Loose
Princess in Black
QSA
Storytime Mice
Storytime Lions
Stuffed Animal Sleepover
Summer Reading Club
Themed Trivia Nights
Ugly Crafts
Wednesday AM Book Club
FORT ST JOHN
PUBLIC
LIBRARY
Statistics


FORT ST JOHN
PUBLIC
LIBRARY
Statistics

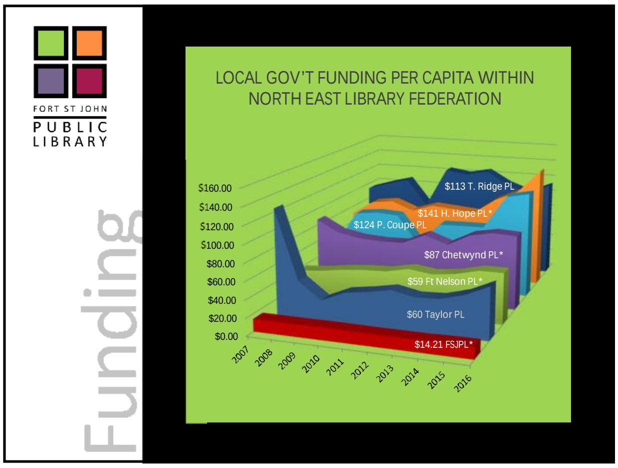

FORT ST JOHN
PUBLIC
LIBRARY
Statistics

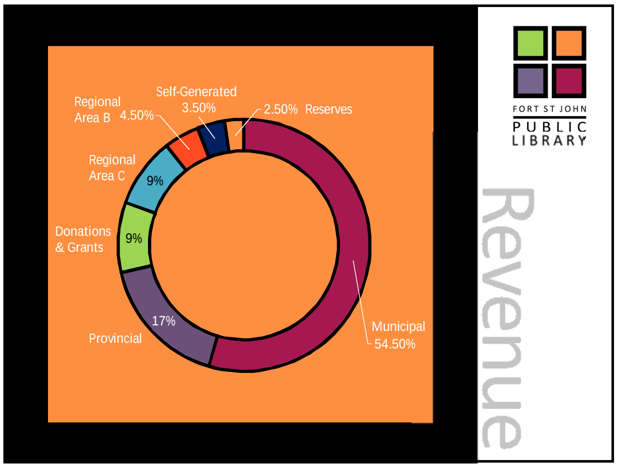

BC One
130
Area C
975
4530
FSJ
996
Area B
6,631
ACTIVE
CARDHOLDERS
FORT ST JOHN
PUBLIC
LIBRARY
Statistics

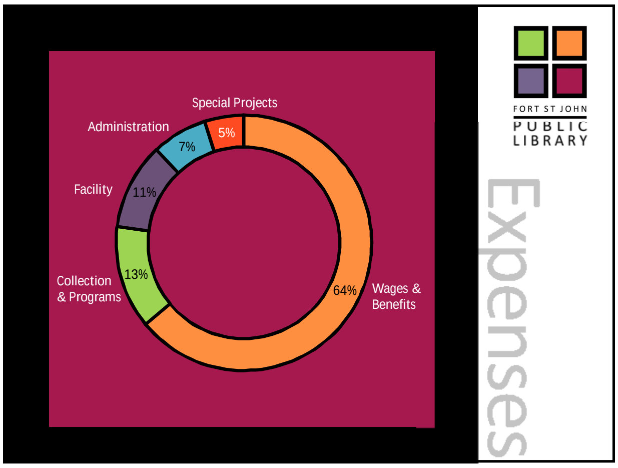

FORT ST JOHN
PUBLIC
LIBRARY
Statistics
ACTIVE CARDHOLDER BREAKDOWN BY AREA
FSJ
Area B
Area C
BC One
171
1776
3782
259
2038
4313
180
931
1039
4332
165
947
967
4490
130
975
996
4530
2012
2013
2014
2015
2016


FORT ST JOHN
PUBLIC
LIBRARY
Funding
LOCAL GOVT FUNDING BREAKDOWN BY AREA
FSJ
Area B
Area C
BC One
11,000
55,000
31,300
380,000
11,000
55,000
31,300
380,000
11,000
55,000
31,300
380,000
11,000
65,000
31,300
380,000
11,000
65,000
31,300
380,000
2012
2013
2014
2015
2016


FORT ST JOHN
PUBLIC
LIBRARY
Funding
AMONG THE 71 PUBLIC LIBRARY SYSTEMS
IN THE PROVINCE OF BC, FSJPL IS THE
3rd
LOWEST FUNDED
PER CAPITA
BY LOCAL GOV'T


FORT ST JOHN
PUBLIC
LIBRARY
Funding
LOCAL GOV'T FUNDING PER CAPITA WITHIN
NORTH EAST LIBRARY FEDERATION
$160.00
$140.00
$120.00
$100.00
$80.00
$60.00
$40.00
$20.00
$0.00
2007
2008
2009
2010
2011
2012
2013
2014
2015
2016
$113 T. Ridge PL
$141 H. Hope PL*
$124 P. Coupe PL
$87 Chetwynd PL*
$59 Ft Nelson PL*
$60 Taylor PL
$14.21 FSJPL*


Regional
Area B 4.50%
Self-Generated
3.50%
2.50% Reserves
Regional
Area C
9%
Donations
& Grants
9%
17%
Provincial
Municipal
54.50%
FORT ST JOHN
PUBLIC
LIBRARY
Revenue


Special Projects
Administration
7%
5%
Facility
11%
Collection
& Programs
13%
64%
Wages &
Benefits
FORT ST JOHN
PUBLIC
LIBRARY
Expenses


FORT ST JOHN
PUBLIC
LIBRARY
my community
my connection
my FSJPL

REPORT TO REGIONAL DISTRICT
OCTOBER 2017

Thank-you for your continued support!

Cultural Services Agreement:
The North Peace Cultural Society established a formal management agreement with the City of Fort St. John.
The agreement establishes the following:

- Annual grant from city with yearly increase based on CPI.
- Quarterly meetings between City and Center staff and biannual meetings
- at the executive level
- Responsibility for maintenance and schedule for maintenance requests
  - New furnace installed
  - Rooftop units installed in 2017
- Once previous financial shortfalls have been made up, any surplus funds will be used to establish capital improvements funds.


City partnered with Cultural Centre in Bright Nights in June providing tents and equipment for the event

This agreement has given greater financial stability for the Centre and greatly improved lines of communication with the city. The City has shown confidence in the direction the Cultural Centre is going by renewing the Cultural Services Agreement until November 2020.

Review:
At our last presentation we were in the beginning stages of a restructuring process to address many problems that had been identified in the managing of the Cultural Centre.

Challenges:
- To implement effective and efficient administrative processes.
- To establish stable management and an efficient staffing structure
- To reconnect with the community to bring people back to the Centre
- To improve programming
- To expand our potential through effective marketing
- To improve working relationship with the Library and the Art Gallery
- To increase funding and put the Centre back on a solid financial footing
- To establish procedures for the board so that the current and future boards remain engaged and provide effective oversight.
- To deal with aging infrastructure and upgrade the Cultural Centre

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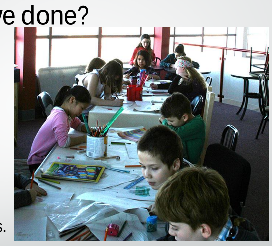
Inviting the Community to the Centre

- Working effectively with user groups:
  - clear contracts,
  - consistent communication,
  - efficient invoicing
  - Improved marketing
- Marketing Centre for meetings, Christmas parties and other special events (eg weddings, parties in gallery)
- Inviting groups to use the Centre eg. Magic the Gathering and Pokemon groups
- School District 60 Band: The grade 6 band rehearses at the Centre as they have out grown their school space.
- Engage community in special projects such as Bright Nights in June, the purchase of a new dimmer rack and giving Sturgill a home at the Centre


Sturgill, the Moose, created by Michelle Pringle using driftwood from Williston Lake. The Cultural Centre launched a fundraising campaign to buy Sturgill and add him to our permanent collection.

What have we done?

- Reorganized staff
- Established efficient methods of administration. (booking, invoicing, payables)
- Expanded the pre-school and add summer camp for pre-school age children
- Reviewed programming to provide classes and shows that the public wants.
- Funded programs through registration, tickets or grants.


Children participating in the free program, "Let's Art", funded by grant from BC Hydro.

Peace Gallery North
- Renovated and modernized the Gallery
- Worked with Gallery on projects such as Let's Art and Bright Nights in June
- Marketing the Gallery as a venue for parties and other functions

Café: Now under Cultural Centre management, expanded catering possibilities and liquor sales. The café brings traffic to the Centre on a daily basis.

Pre-School: Pre-School has expanded to 5 days a week with morning and afternoon classes. Pre-school has formed a PAC to help raise funds and to communicate with the Cultural Centre board.

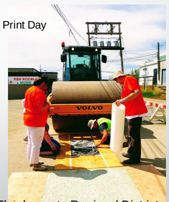
Library: Management in regular communication with Library to address concerns and to make sure all maintenance issues are addressed.

Bright Nights in June:

Annual celebration and showcase for the arts in the community and a potential fundraiser. This year we invited everyone who has been touched by the arts in Fort St. John to return and celebrate the 25th anniversary of the Cultural Centre with an extended Bright Nights in June.

Sand Sculpture honouring 25 years of the Cultural Centre by Peter Vogelaar and Denis Klein.

Art Market in Cultural Centre parking lot on Big Print Day



Big Print Day

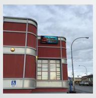
Thank-you to Regional District for sponsoring this event above and beyond regular funding

Financial:

Have implemented financial procedures and in-house financial management as recommended by the auditor.

Capital Expenditures

- Digital sign
- Dimmer Rack
- Lighting



Larger than expected surplus this year due to absences in the staff – no tech director over the summer and our business manager on maternity leave.

		June 30/15	June 30/16	June 30/17	Budget June/18
Revenue					
Grants	City of FSJ	$ 207,968	$ 209,698	$202,100	$ 210,000
	Other	$ 62,723	$ 99,962	$116,265	$ 115,000
Fundraising		$ 66,975	$ 25,816	$ 14,588	$ 32,000
Box Office		$ 83,583	$ 81,379	$ 83,256	$ 65,500
Rentals		$ 249,131	$ 222,732	$276,447	$ 335,050
Programming		$ 90,366	$ 129,159	$128,462	$ 137,360
Gallery Sales		$ 27,481	$ 43,171	$ 24,605	$ 27,000
		$ 788,228	$ 811,917	$845,722	$ 921,910
Expenses					
Wages		$ 459,303	$ 509,632	$429,136	$ 514,500
Contracted Services		$ 99,529	$ 71,958	$ 60,499	$ 99,020
Commercial Artists		$ 54,222	$ 45,677	$ 46,607	$ 59,300
Admin		$ 49,356	$ 46,362	$ 33,292	$ 55,025
Maintenance		$ 39,016	$ 87,435	$ 88,628	$ 54,500
Utilities		$ 74,979	$ 65,186	$ 75,276	$ 75,000
Supplies		$ 12,157	$ 16,596	$ 29,115	$ 28,500
		$ 788,561	$ 842,845	$762,554	$ 885,845
(Deficiency) Excess of Revenue		-$ 333	-$ 30,929	$ 83,168	$ 36,065

Bright Nights in June Gala

Sheree Phillips

Brock Jellison

Moving Forward:

Continue efforts in administration, programming, marketing and funding. Our focus will also be to upgrade and update the Cultural Centre and we are exploring funding opportunities for capital projects. Given the aging of the building and the growing demands of the community, we feel these projects are essential to keep the Cultural Centre a viable and vibrant centre for the arts for the entire region.

Here's what we would like to do

Draw people to the Cultural Centre

- Explore use of outdoor spaces and increase traffic in the summer
- Add wheelchair ramp and improve accessibility to the café and the art gallery
- Build on programs such as Bright Nights in June which include outdoor events and invite the community to celebrate the arts.
- Support and fund "open house" events and free classes such as Let's Art.

Short term Capital Improvements

- New seats and carpeting in theatre. A funding campaign for the seats is in the planning stages
- New tables and chairs for café patrons and for meeting rooms
- New carpet for conference room

Operations

- Management: Will continue to have 2 equal managers (operations & business) who report to the board.
- Board development
  - Developed manual of policies and procedures.
  - Revised and updated Constitution and by-laws
  - Board has been engaged in Cultural Centre events and committees
- Funding
  - Board and management cooperate to apply for grants
  - Have staged sponsorship campaigns for specific purposes such as Bright Nights in June, Sturgill and the purchase of a new dimmer rack.
  - Looking to build a base of individual and corporate sponsors

Date	Description		Amount	Project and/or Fundraiser
Jul-14	BC Touring Council - Youth Engagement	$	10,000	Indigenous engagement
Oct-14	BC Touring Council - Presenters Grant	$	2,366	Presentation Series (BC Artists)
2014/15	Preschool Fundraisers & Bright Nights	$	12,400	Preschool equipment
May-15	Spectra Energy - community donation	$	6,000	General operations
May-15	Peace Arts Gallery Society	$	20,000	Upgrades to Gallery
Jun-15	Individual donations	$	7,432	Bright Nights & general ops
	Total Grants & Donations	**$**	**58,198**	
Sep-15	Shell Canada	$	5,000	New dimmer rack for theatre
Oct-15	BC Touring Council - Presenters Grant	$	4,395	Presentation Series (BC Artists)
Jun-16	Gov of Canada - Cultural Spaces Grant	$	25,000	New dimmer rack for theatre
Jun-16	District of Taylor	$	5,000	New dimmer rack for theatre
Jul/15-Jun/16	Individuals, corporate, user groups	$	24,076	Dimmer Rack,theatre upgrades
	Total Grants & Donations	**$**	**63,471**	
Jul-16	PRRD - Bright Nights in June	$	600	Bright Nights in June 2016
Aug-16	FSJCDC - Healthy Eating Grant	$	1,000	Preschool health education
Oct-16	BC Arts Council - Special Projects Grant	$	20,000	Sound equipment for theatre
Oct-16	Vancouver Foundation	$	3,000	Sound equipment for theatre
Nov-16	NDIT - Projects	$	23,781	Lighting equipment for theatre
Mar-17	BC Arts Council - Festivals Grant	$	3,900	Bright Nights in June 25th Anniversary
Apr-17	NDIT - Festivals Grant	$	2,500	Bright Nights in June 25th Anniversary
Jun-17	FSJCAC - Gaming Grant	$	5,000	Sand Sculpture - 25th Anniversary
Feb-17	Prov of BC Cultural Funds - Community	$	9,000	Alcan Craze '42 - professional director
Feb-17	Best Western Hotel	$	1,000	Alcan Craze '42 - professional director
Jan-Jun/17	Individual & business donations	$	3,973	Sturgill the Moose & Bright Nights
	Total Grants & Donations	**$**	**73,754**	
	2017/2018			
	Gaming Grant for Presentations	$	5,000	Confirmed approved
	BC Arts Council - Special projects	$	30,000	Let's Art! - awaiting approval

Peace Arts Gallery Society received $10,000 from BC Hydro GO Fund for the Let's Art! Program jointly delivered by PAGS and NPCC - January-June, 2017 and new fall program Sept/17-June/18

Long term goals:

Renovation and expansion in several phases

Funding for future capital improvements will be through grants, sponsorships and by drawing from surplus funds that, according to our agreement with the city, will be placed into a capital improvement fund administered. The support of municipal and regional governments are essential to the Cultural Centre to serve the community and to continue to grow into the future.

Phase 1: Front Façade

- Install outside windows
- Remove glass blocks for better heat retention
- Replace front entrance, canopy and grate
- Install sliding glass doors
- Replace front and side cladding
- Marquee for the front of the building
- **Estimated cost: $842,600**

Phase 2: Interior changes and back access

- Install wheelchair access to south end
- Replace south entrance canopy
- Upgrade office space and box office
- Renew and restructure the café seating
- Change loft access for increased usage
- Replace flooring

Phase 3: Relocate and extend the café

- Move the café to the south end for street exposure, visual appeal and better service.

North Peace Cultural Centre
Capacity Utilization March 2017

Room Usage 2016/2017
For Reporting Period July 1, 2016 - June 30, 2017

1st Quarter		**Conference**	**Dance**	**Wet Craft**	**Multi-purpose**	**Theatre**	**Loft/Concourse**
Non-profit		177	28	0	10	18.5	68.5
Internal Use		4	105	165.5	6.5	54	52
Commercial		45	12	2	66	26	0
Hours Used		**226**	**145**	**167.5**	**82.5**	**98.5**	**120.5**
Hours Available	**798**	28%	18%	21%	10%	12%	15%

2nd Quarter		**Conference**	**Dance**	**Wet Craft**	**Multi-purpose**	**Theatre**	**Loft/Concourse**
Non-profit		257	198	0	99	368	48
Internal Use		26	100	490.5	306	84	57
Commercial		89	46	12	40	48	0
Hours Used		**372**	**344**	**502.5**	**445**	**500**	**105**
Hours Available	**899**	41%	38%	56%	49%	56%	12%

3rd Quarter		**Conference**	**Dance**	**Wet Craft**	**Multi-purpose**	**Theatre**	**Loft/Concourse**
Non-profit		214	181	12	104	462	82.5
Internal Use		12	125	532	160	30	76
Commercial		141	45		25	28	0
Hours Used		**367**	**351**	**544**	**289**	**520**	**158.5**
Hours Available	**968**	38%	36%	56%	30%	54%	16%

4th Quarter		**Conference**	**Dance**	**Wet Craft**	**Multi-purpose**	**Theatre**	**Loft/Concourse**
Non-profit		265	213	56	174	326	74
Internal Use		6	105	443	87	88	50
Commercial		83	75	0	51	58	0
Hours Used		**354**	**393**	**499**	**312**	**472**	**124**
Hours Available	**960**	37%	41%	52%	33%	49%	13%

Total Hours	**3625**	**1319**	**1233**	**1713**	**1128.5**	**1590.5**	**508**
		36%	**34%**	**47%**	**31%**	**44%**	**14%**

North Peace Cultural Centre
Comparison Statement of Operations to September 30, 2017

Revenue	2016(Review)	2017 (Actual)	July-Sep/16 17FY	July-Sep/17 18FY	Budget June/18 FY
Grants					
City of Fort St John	$ 209,698	$ 202,100	$ 50,000	$ 51,050	$ 210,000
District of Taylor	$ 19,000	$ 14,000	$ 3,500	$ 3,500	$ 15,000
Peace River Regional District	$ 42,187	$ 42,786	$ 11,146	$ 10,547	$ 43,500
Other	$ 38,775	$ 60,111	$ 1,096	$ 3,546	$ 56,500
Advertising	$ 283	$ -	$ -	$ -	$ 500
ATM user fees	$ 1,598	$ 1,910	$ 248	$ 234	$ 2,000
Bar sales	$ 9,618	$ 3,976	$ 183	$ 629	$ 9,500
Box Office	$ 45,332	$ 39,402	$ 696	$ 1,600	$ 23,000
Café Rent & Vending Machine	$ 13,629	$ 12,780	$ 3,300	$ 151	$ 5,000
Capital surcharge	$ 26,205	$ 27,848	$ 1,343	$ 4,048	$ 27,000
Café Operations & Catering	$ 839	$ 39,830	$ -	$ 14,249	$ 100,000
Class registrations	$ 116,322	$ 94,163	$ 14,278	$ 16,259	$ 120,000
Commissions - tickets	$ 9,559	$ 15,356	$ 832	$ 639	$ 15,000
Donations	$ 24,076	$ 6,834	$ -	$ 8,493	$ 30,000
Fundraising	$ 1,739	$ 133	$ 15	$ -	$ 2,000
Gallery artists	$ 43,171	$ 25,812	$ 4,886	$ 4,939	$ 27,000
Interest and sundry	$ 343	$ 244	$ 0	$ 20	$ 360
Recoveries	$ 22,334	$ 27,000	$ 195	$ 572	$ 30,300
Rent					
Equipment	$ 6,721	$ 6,467	$ 1,487	$ 2,038	$ 6,500
Library	$ 70,000	$ 70,000	$ 17,500	$ 17,500	$ 70,000
Meeting Rooms	$ 53,695	$ 63,339	$ 9,218	$ 9,026	$ 57,750
Parking lot	$ -	$ -	$ -	$ -	$ 1,000
Theatre	$ 45,896	$ 57,365	$ 2,552	$ 1,673	$ 55,000
Magic the Gathering	$ 10,896	$ 28,704	$ 4,773	$ 5,426	$ 15,000
Total Revenue	**$ 811,917**	**$ 840,160**	**$ 127,246**	**$ 156,137**	**$ 921,910**
Total Expenses	**$ 834,132**	**$ 803,979**	**$ 112,685**	**$ 144,937**	**$ 885,845**
(Deficiency) Excess of Revenue	**-$ 22,215**	**$ 36,181**	**$ 14,561**	**$ 11,200**	**$ 36,065**
Expenses					
Accounting	$ 23,708	$ 8,320	$ -	$ -	$ 15,000
Advertising and marketing	$ 7,274	$ 12,496	$ 2,210	$ 3,768	$ 18,000
Amortization	$ 20,294	$ 32,253	$ -	$ -	$ 20,000
Artspace Instructors	$ 20,006	$ 12,682	$ 930	$ -	$ 38,000
Bad debts	$ 1,863	$ 1,526	$ -	$ -	$ 500
Bar supplies	$ 4,458	$ 1,489	$ -	$ 1,233	$ 4,300
Building - Capital Expenses	$ 44,370	$ 62,549	$ -	$ -	$ 25,000
Credit card commission	$ 7,127	$ 8,735	$ 1,091	$ 1,325	$ 9,000
Commerical concert artists	$ 37,637	$ 42,585	$ -	$ 5,684	$ 52,000
Contract services	$ 7,496	$ 11,923	$ 576	$ 801	$ 15,900
Donation and discounts	$ 150	$ 200	$ -	$ -	$ 200
Fundraising	$ 1,293	$ 113	$ -	$ -	$ 500
Insurance	$ 10,374	$ 5,814	$ 1,425	$ 1,598	$ 6,000
Interest and service charges	$ 3,185	$ 2,413	$ 370	$ 394	$ 1,500
Maintenance					
Building	$ 19,974	$ 14,855	$ 950	$ 384	$ 18,000
Equipment	$ 4,880	$ 3,978	$ 1,601	$ 57	$ 4,500
Supplies	$ 9,497	$ 7,382	$ 937	$ 967	$ 7,000
Memberships and subscriptions	$ 2,959	$ 2,616	-$ 20	$ 475	$ 3,000
Office and sundry	$ 9,246	$ 21,516	$ 1,584	$ 10,015	$ 20,025
Photocopy	$ 1,773	$ 1,457	$ 1,193	$ 618	$ 5,500
Postage and frieght	$ 245	$ 297	$ 202	$ -	$ 300
Publicity and promotion	$ -	$ -	$ -	$ -	$ -
Rental	$ 1,327	$ 300	$ 50	$ -	$ 620
Special events/sponsorship	$ -	$ -	$ -	$ -	$ -
Supplies	$ 7,466	$ 5,455	$ 629	$ 834	$ 16,000
Telephone	$ 9,811	$ 9,308	$ 2,327	$ 2,255	$ 10,000
Travel	$ -	$ -	$ -	$ -	$ -
Utilities	$ 55,375	$ 65,968	$ 14,805	$ 16,486	$ 65,000
Wholesale goods	$ 3,582	$ 2,658	$ 1,014	$ 298	$ 3,000
Wages and benefits	$ 509,632	$ 441,648	$ 76,867	$ 93,755	$ 514,500
Magic the Gathering COGS	$ 9,129	$ 23,443	$ 3,946	$ 3,991	$ 12,500
Total Expenses	**$ 834,132**	**$ 803,979**	**$ 112,685**	**$ 144,937**	**$ 885,845**

North Peace Cultural Centre
Statement of Operations September 30, 2017

		Fiscal June 30/16 Review Engagement	Fiscal June 30/17 Actual	July-Sep/16 Actual	July-Sep/17 Actual	Budget June/18FY
Revenue						
Grants	City of FSJ	$ 209,698	$ 202,100	$ 50,000	$ 51,050	$ 210,000
	Other	$ 99,962	$ 116,897	$ 15,741	$ 17,593	$ 115,000
Fundraising		$ 25,816	$ 6,967	$ 15	$ 8,493	$ 32,000
Box Office		$ 81,379	$ 82,606	$ 2,871	$ 6,287	$ 65,500
Rentals		$ 222,732	$ 280,757	$ 34,434	$ 45,837	$ 335,050
Programming		$ 129,159	$ 125,021	$ 19,299	$ 21,938	$ 137,360
Gallery Sales		$ 43,171	$ 25,812	$ 4,886	$ 4,939	$ 27,000
		$ 811,917	**$ 840,160**	**$ 127,246**	**$ 156,137**	**$ 921,910**
Expenses						
Wages		$ 509,632	$ 441,648	$ 76,867	$ 93,755	$ 514,500
Contracted Services		$ 71,958	$ 52,992	$ 6,383	$ 6,785	$ 99,020
Commercial Artists		$ 45,677	$ 46,732	$ 1,014	$ 7,215	$ 59,300
Admin		$ 46,362	$ 69,669	$ 3,227	$ 12,208	$ 55,025
Maintenance		$ 78,722	$ 88,764	$ 3,488	$ 1,407	$ 54,500
Utilities		$ 65,186	$ 75,276	$ 17,132	$ 18,741	$ 75,000
Supplies		$ 16,596	$ 28,898	$ 4,574	$ 4,825	$ 28,500
		$ 834,132	**$ 803,979**	**$ 112,685**	**$ 144,937**	**$ 885,845**
(Deficiency) Excess of Revenue		**-$ 22,215**	**$ 36,181**	**$ 14,561**	**$ 11,200**	**$ 36,065**

NORTH PEACE CULTURAL SOCIETY

Financial Statements

Year Ended June 30, 2016

(Unaudited - See Review Engagement Report)

October 19, 2017

Sander Rose Bone Grindle LLP
CHARTERED PROFESSIONAL ACCOUNTANTS

NORTH PEACE CULTURAL SOCIETY
Index to Financial Statements
Year Ended June 30, 2016
(Unaudited - See Review Engagement Report)

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SRBG
Sander Rose Bone Grindle LLP

CHARTERED PROFESSIONAL ACCOUNTANTS

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REVIEW ENGAGEMENT REPORT

To the Directors of North Peace Cultural Society

We have reviewed the statement of financial Position of North Peace Cultural Society as at June 30, 2016 and the statements of operations, changes in fund balances and cash flows for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and, accordingly, consisted primarily of enquiry, analytical procedures and discussion related to information supplied to us by the Society.

A review does not constitute an audit and, consequently, we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.

Fort St. John, BC
November 15, 2016

Sander Rose Bone Grindle LLP
CHARTERED PROFESSIONAL ACCOUNTANTS

NORTH PEACE CULTURAL SOCIETY
Statement of Financial Position
June 30, 2016
(Unaudited - See Review Engagement Report)

	General Fund	Gaming Fund	2016 Total	2015 Total
	ASSETS			
CURRENT				
Cash	$ 20,959	$ 1,870	**$ 22,829**	$ 24,342
Receivables *(Note 3)*	42,258	-	**42,258**	34,593
Goods and services tax receivable	-	-	**-**	4,662
Prepaid expenses	7,032	-	**7,032**	8,266
Inventory *(Note 4)*	2,887	-	**2,887**	2,361
Due from General Fund *(Note 5)*	-	6,974	**6,974**	6,596
	73,136	8,844	**81,980**	80,820
EQUIPMENT AND COLLECTIONS *(Note 6)*	55,313	-	**55,313**	22,524
	$ 128,449	$ 8,844	**$ 137,293**	$ 103,344
	LIABILITIES AND NET ASSETS			
CURRENT				
Trade payables	$ 78,370	$ -	**$ 78,370**	$ 64,440
Source deductions payable	1,226	-	**1,226**	3,807
Goods and services tax payable	1,562	-	**1,562**	-
Provincial sales tax payable	388	-	**388**	3,779
Wages payables	18,445	-	**18,445**	25,803
Deferred income	3,838	-	**3,838**	800
Current portion of capital lease obligation *(Note 7)*	2,860	-	**2,860**	-
Due to Gaming Fund *(Note 5)*	6,974	-	**6,974**	6,596
	113,663	-	**113,663**	105,225
CAPITAL LEASE OBLIGATION *(Note 7)*	3,356	-	**3,356**	-
	117,019	-	**117,019**	105,225
NET ASSETS				
Invested in equipment	55,313	-	**55,313**	22,524
Externally restricted	-	8,844	**8,844**	7,388
Internally restricted *(Note 8)*	7,165	-	**7,165**	7,165
Unrestricted	(51,048)	-	**(51,048)**	(38,958)
	11,430	8,844	**20,274**	(1,881)
	$ 128,449	$ 8,844	**$ 137,293**	$ 103,344

Approved by

________________________ Director

See accompanying notes to the financial statements

Sander Rose Bone Grindle LLP
CHARTERED PROFESSIONAL ACCOUNTANTS

October 19, 2017

NORTH PEACE CULTURAL SOCIETY
Statement of Operations
Year Ended June 30, 2016
(Unaudited - See Review Engagement Report)

	General Fund	Gaming Fund	2016 Total	2015 Total
REVENUE				
Grants				
City of Fort St. John	$ 209,698	$ -	$ 209,698	$ 207,968
District of Taylor	19,000	-	19,000	7,000
Peace River Regional District	42,187	-	42,187	42,187
Other	37,015	-	37,015	13,536
	307,900	-	307,900	270,691
OTHER REVENUE				
Advertising	283	-	283	130
ATM user fees	1,598	-	1,598	1,686
Bar and confectionery sales	15,747	-	15,747	24,003
Box office	45,332	-	45,332	44,424
Capital surcharge	26,205	-	26,205	25,489
Catering	839	-	839	300
Class registrations	116,322	-	116,322	87,237
Commissions - tickets	9,560	-	9,560	13,669
Donations	24,076	-	24,076	54,576
Fundraising	1,739	1,760	3,499	12,400
Gallery artists	43,171	-	43,171	27,481
General sales	10,896	-	10,896	-
Interest and sundry	340	3	343	1,444
Recoveries	22,334	-	22,334	27,627
Rent - café	7,500	-	7,500	11,250
- equipment	6,721	-	6,721	5,826
- library	70,000	-	70,000	72,014
- meeting rooms	53,695	-	53,695	47,102
- parking lot	-	-	-	2,500
- theatre	45,896	-	45,896	58,379
	502,254	1,763	504,017	517,537
TOTAL REVENUE	810,154	1,763	811,917	788,228
EXPENSES *(Page 12)*	789,455	307	789,762	788,559
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES FROM OPERATIONS	$ 20,699	$ 1,456	$ 22,155	$ (331)

See accompanying notes to the financial statements

Sander Rose Bone Grindle LLP
CHARTERED PROFESSIONAL ACCOUNTANTS

October 19, 2017

NORTH PEACE CULTURAL SOCIETY
Statement of Changes in Fund Balances
Year Ended June 30, 2016
(Unaudited - See Review Engagement Report)

	Invested in Property, Building and Equipment	Internally Restricted General Fund	Unrestricted General Fund	Restricted Gaming Fund	**2016 Total**	2015 Total
Fund balances, as previously stated	$ 22,524	$ 7,165	$ (38,958)	$ 7,388	$ **(1,881)**	$ (41,365)
Prior period adjustments *(Note 12)*	-	-	-	-	-	39,815
Fund balances, beginning of year, as restated	22,524	7,165	(38,958)	7,388	**(1,881)**	(1,550)
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	-	-	20,699	1,456	**22,155**	(331)
	22,524	7,165	(18,259)	8,844	**20,274**	(1,881)
TRANSFERS						
Amortization	(20,294)	-	20,294	-	-	-
Equipment purchases	53,083	-	(53,083)	-	-	-
	32,789	-	(32,789)	-	-	-
FUND BALANCES, end of year	$ 55,313	$ 7,165	$ (51,048)	$ 8,844	$ **20,274**	$ (1,881)

See accompanying notes to the financial statements

Sander Rose Bone Grindle LLP
CHARTERED PROFESSIONAL ACCOUNTANTS

October 19, 2017

NORTH PEACE CULTURAL SOCIETY
Statement of Cash Flows
Year Ended June 30, 2016
(Unaudited - See Review Engagement Report)

	2016	2015
OPERATING ACTIVITIES		
Excess (deficiency) of revenue over expenses	$ 22,155	$ (331)
Non-cash item		
Amortization	20,294	9,678
Changes in non-cash working capital *(Note 9)*	2,905	10,586
Cash flow from (used by) operating activities	45,354	19,933
FINANCING ACTIVITIES		
Proceeds from capital lease obligation	8,713	-
Payment on capital lease obligation	(2,497)	-
Forgiveness of long term debt	-	(21,000)
Cash flow used by financing activities	6,216	(21,000)
INVESTING ACTIVITIES		
Purchase of capital assets	(53,083)	(7,554)
Cash flow used by investing activities	(53,083)	(7,554)
DECREASE IN CASH	(1,513)	(8,621)
CASH - BEGINNING OF YEAR	24,342	32,963
CASH - END OF YEAR	$ 22,829	$ 24,342

See accompanying notes to the financial statements

Sander Rose Bone Grindle LLP
CHARTERED PROFESSIONAL ACCOUNTANTS

NORTH PEACE CULTURAL SOCIETY
Notes to the Financial Statements
Year Ended June 30, 2016
(Unaudited - See Review Engagement Report)

1. PURPOSE OF ORGANIZATION

The North Peace Cultural Society is a local organization providing appropriate cultural and community facilities accessible to all; a showcase for the visual and performing arts; opportunities for self expression and development through learning and participation. It supports, promotes and presents artistic activities that benefit the people and enhance the reputation of the North Peace Area. The Society is incorporated as a non-profit organization under the Society Act of British Columbia and is a registered charity under the Income Tax Act.

2. SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared in accordance with Canadian accounting standards for Not-for-Profit Organizations (ASNPO); accordingly these financial statements have been prepared in accordance with Canadian generally accounting principles.

Basis of presentation

Previous years' amounts have been restated to conform to the current year's financial statement presentation.

Fund accounting

North Peace Cultural Society follows the restricted fund method of accounting for contributions.

The General Fund accounts for the organization's program delivery and administrative activities.

The Gaming Fund accounts for the organization's receipt and expenditure of funds that may only be expended according to Gaming Commission regulations.

Inventory

Inventory is recorded at the lower of cost and net realizable value with cost being determined using the first-in, first-out method.

Prepaid expenses

Prepaid expenses consist of unexpired building and liability insurance premiums which will be amortized over the term of the policies, and other prepaid expenses which will be expensed as utilized.

(continues)

2. SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Equipment

Equipment is recorded at cost. The equipment is amortized on the straight line basis using the following rates:

Equipment	20%
Equipment under capital lease obligation	20%

The carrying amount of equipment is tested for recoverability whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognized when the assets carrying amount is not recoverable and exceeds its fair value.

Revenue recognition

Unrestricted contributions are recognized as revenue in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Restricted contributions related to general operations are recognized as revenue of the General Fund in the year in which the related expenses are incurred. All other restricted contributions are recognized as revenue of the appropriate restricted fund.

Rent is recognized as revenue of the General Fund in the period occupancy occurs.

Sales of services and goods is recognized as revenue of the General Fund when delivered to the customer.

Investment income is recognized as revenue of the General Fund when earned.

Contributed goods are recorded at their estimated fair market value on the date of acquisition. During the year the Society recorded $Nil (2015 - $Nil) of goods donated for fundraising.

Promotional expenses

It is the Society's policy not to recognize an expense for tickets issued for promotional purposes, as management does not see there to be any economic cost of issuing such tickets.

Financial instruments

The North Peace Cultural Society initially measures its financial assets and financial liabilities at fair value. The Society subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in net income. Financial assets measured at amortized cost include cash and receivables. Financial liabilities measured at amortized cost include payables, and deferred revenue.

(continues)

NORTH PEACE CULTURAL SOCIETY
Notes to the Financial Statements
Year Ended June 30, 2016
(Unaudited - See Review Engagement Report)

2. SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Use of estimates

The preparation of these financial statements is in conformity with Canadian accounting standards for Not-for-Profit Organizations which requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the dates of the financial statements and the reported amounts of revenues and expenses during the current period. Significant estimates include those used when accounting for receivables, useful life of tangible capital assets, payables, and deferred revenues. All estimates are reviewed periodically and adjustments are made to the statements of operations as appropriate in the year they become known.

3. RECEIVABLES

	2016	2015
Trade receivables	$ 44,362	$ 42,206
Allowance for doubtful accounts	(2,104)	(7,613)
	$ 42,258	$ 34,593

4. INVENTORY

	2016	2015
Bar inventory	$ 1,283	$ 1,819
General inventory	1,070	-
Pop inventory	534	542
	$ 2,887	$ 2,361

Inventory expensed during the year was $8,040 (2015 - $11,972).

5. INTERFUND LOANS

Loans between funds bear no interest and have no set terms of repayments. In 2016 the Board of Directors did not transfer any additional amounts between funds.

NORTH PEACE CULTURAL SOCIETY
Notes to the Financial Statements
Year Ended June 30, 2016
(Unaudited - See Review Engagement Report)

6. EQUIPMENT AND COLLECTIONS

	Cost	Accumulated Amortization	2016 Net Book Value	2015 Net Book Value
Equipment	$ 519,514	$ 478,357	$ 41,157	$ 15,338
Gallery permanent collection	7,186	-	7,186	7,186
	526,700	478,357	48,343	22,524
Equipment under capital lease obligation	8,713	1,743	6,970	-
	$ 535,413	$ 480,100	$ 55,313	$ 22,524

7. CAPITAL LEASE OBLIGATION

	2016	2015
Ideal Office Solutions Ltd. Capital lease bearing interest at 17.48% per annum, repayable in monthly payments of $305. The loan matures on June 29, 2018 and is secured by a photocopier which has a carrying value of $6,970.	$ 6,216	$ -
Amounts payable in one year	2,860	-
	$ 3,356	$ -

Principal repayment within one year

2017	$ 2,860
2018	3,356
	$ 6,216

8. INTERNALLY RESTRICTED FUNDS

The Board of Directors of the North Peace Cultural Society internally restricted funds for major repairs and restoration of the piano. This internally restricted fund is not available for use without the approval of the Board of Directors.

Sander Rose Bone Grindle LLP
CHARTERED PROFESSIONAL ACCOUNTANTS

October 19, 2017

NORTH PEACE CULTURAL SOCIETY
Notes to the Financial Statements
Year Ended June 30, 2016
(Unaudited - See Review Engagemetn Report)

9. CHANGES IN NON-CASH WORKING CAPITAL

		2016		2015
Receivables - (increase) decrease	$	(7,665)	$	59,465
Prepaid expenses - decrease (increase)		1,234		(4,015)
Inventory - (increase) decrease		(526)		1,072
Trade payables - increase (decrease)		13,930		(16,435)
Source deductions payable - (decrease) increase		(2,581)		62
Goods and services tax payable - increase (decrease)		6,224		(8,865)
Provincial sales tax payable - (decrease)		(3,391)		(425)
Wages payables - (decrease)		(7,358)		(4,473)
Deferred income - increase (decrease)		3,038		(15,800)
	$	2,905	$	10,586

10. ECONOMIC DEPENDENCY

The Society is economically dependent for approximately 33% (2015 - 33%) of its revenue from the City of Fort St. John, the Peace River Regional District, and the District of Taylor.

11. LEASE COMMITMENTS

In 2006 land and building were transferred to the City of Fort St. John for $1.00. The net book value of the land and building was $2,991,635. The Society has entered into a long term lease of the same facility to secure their operating location expiring on November 29, 2017. The total annual lease payment is $120; paid in monthly instalments. The City of Fort St. John has also taken over the cost and responsibility of major repairs, maintenance and upgrades.

12. FINANCIAL INSTRUMENTS

Risks and concentrations

The Society is exposed to various risks through its financial instruments, without being exposed to concentrations of risk. The following analysis provides a measure of the Society's risk exposure at the statement of financial position date.

Liquidity risk

Liquidity risk is the risk that the Society will not be able to meet its obligations associated with financial liabilities. Cash flow from operations provide a substantial portion of the Society's cash requirements. The Society monitors its cash flows from operations by preparing and monitoring cash flows against budget and anticipated future requirements based on their needs. The available operating line of credit provides flexibility in the short term to meet operational needs and bridge long term financing. The Society's borrowing arrangements are concentrated with TD Bank.

(continues)

12. FINANCIAL INSTRUMENTS *(continued)*

Credit risk

Credit risk associated with cash and accounts receivables arises from the possibility that a counterparty to a contract fails to perform according to the terms and conditions of that contract. The maximum exposure to credit risk is the carrying value of cash and accounts receivables on the statement of financial position. The Society has limited exposure to this type of risk.

As at June 30, 2016, one customer (2015 - two) accounted for 45% or more (2015 - 47%) of the accounts receivable.

Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises of currency risk and interest rate risk.

Interest rate risk

The Society's sensitivity to fluctuations in interest rates is considered low.

Currency risk

Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The Society has very limited exposures to this type of risk.

13. PRIOR PERIOD ADJUSTMENTS

During the prior year, the Society determined that 2014 accounts receivable was understated as a result of not accruing for committed contributions from funders. For June 30, 2014, the impact is an increase to accounts receivable of $35,191, and increase in revenue over expenses of $30,727, and an increase in opening fund balance of $4,464.

In addition, the Society determined that 2014 trade payables were overstated due to a number of stale dated cheques and forgiveness of interest on payables. For June 30, 2014 the impact is a decrease in trade payables of $480, an increase in opening fund balance of $1,421, and an increase in cash of $941.

The Society also determined that certain expenses were overstated for 2014 and 2013. For June 30, 2014 the impact is increase in cash of $3,204, an increase in revenue over expenses of $1,197, and an increase in opening fund balance of $2,007.

14. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.

NORTH PEACE CULTURAL SOCIETY
Statement of Operating Expenses
Year Ended June 30, 2016
(Unaudited - See Review Engagement Report)

	General Fund	Gaming Fund	2016 Total	2015 Total
Accounting	$ 23,708	$ -	$ 23,708	$ 17,817
Advertising and marketing	7,274	-	7,274	14,353
Amortization	20,294	-	20,294	9,678
Artspace instructors	20,006	-	20,006	13,886
Bad debts	1,863	-	1,863	7,250
Bar and confectionery supplies	4,458	-	4,458	8,354
Credit card commission	7,127	-	7,127	7,601
Commercial concert artists	37,637	-	37,637	40,597
Contract services	7,496	-	7,496	35,888
Donation and discounts	150	-	150	85
Fundraising	1,293	-	1,293	1,583
Insurance	10,374	-	10,374	9,487
Interest and service charges	1,998	25	2,023	9,291
Interest on capital lease obligation	1,163	-	1,163	-
Maintenance - building	19,974	-	19,974	26,820
- equipment	4,880	-	4,880	4,503
- supplies	9,497	-	9,497	7,692
Memberships and subscriptions	2,959	-	2,959	2,998
Office and sundry	18,383	282	18,665	11,423
Photocopy	1,773	-	1,773	7,326
Postage and freight	245	-	245	1,165
Publicity and promotion	-	-	-	50
Rental	1,327	-	1,327	865
Supplies	7,466	-	7,466	12,156
Telephone	9,811	-	9,811	11,891
Travel	-	-	-	-
Utilities	55,375	-	55,375	63,088
Wages and benefits	509,342	-	509,342	459,094
Wholesale goods	3,582	-	3,582	3,618
	$ 789,455	$ 307	$ 789,762	$ 788,559

C-1

Received DC Office September 14/17

The Boreal Centre for Sustainability

PO Box 285
6055B Centennial Rd West
Moberly Lake, BC V0C 1X0
borealcentre@gmail.com

Sept 14, 2017

Chief Roland Willson, West Moberly First Nations
Petra Rowell, Moberly Lake Community Association
Dan Rose, Area E Representative, PRRD
Hon Bob Zimmer, MP
Chief Ken Cameron, Saulteau First Nations
Mayor Merlin Nichols, District of Chetwynd
Mike Bernie, MLA (Peace River South)

RE: Tree Canada 150 Recognition Event

Greetings to you all. On behalf of the Boreal Centre For Sustainability, I would like to invite you to an event to recognize our collaboration with Tree Canada as part of its Canada 150 commemoration. Through a collaborative community effort, our organization has undertaken a project entitled 'Pathways to a Healthier Watershed Community' over the past several months. Part of our project involved planting of tree and edible shrub species to promote integrated objectives in riparian restoration, community health and cross-cultural awareness of medicinal and food plants.

On Saturday Sept 30, 2 pm, we will be hosting a recognition event as part other learning activities to mark the results of our work to date at one location on Medicine Woman Creek which was twice impacted by flooding in recent years. Our initiative is further aimed at demonstrating multiple benefits from community and government collaboration to address local climate-change impacts and fostering watershed stewardship. A representative of Tree Canada, Mr. Frederick Vroom will be on hand as we mark the project site with a commemorative plaque.

We would appreciate your attendance or by other representation of your office and look forward to your confirmation of attendance. Location for the event will be at 6055 Centennial Rd West, Moberly Lake, BC and the contact phone numbers are 250-788-9635, cel 250-788-9632.

Sincerely,

Reg C. Whiten

Reg Whiten
Acting Executive Director

cc. Megan Quinn, Tree Canada
Boreal Centre Directors
South Peace media

C-1

THE BOREAL CENTRE FOR SUSTAINABILITY

PATHWAYS TO A HEALTHIER WATERSHED COMMUNITY

WEEKEND RETREAT

6055 CENTENNIAL RD, OFF MEDICINE WOMAN LANE SOUTH

SATURDAY SEPT 30

Eco-living workshops on wild food foraging & preparation, permaculture planning, micro-organic farming, family nutrition, eco-entrepise & household energy conservation

"Wild Foods of Moberly Lake Potluck Meal"

SUNDAY OCT 1

Wild Medicinal & Food Plant Walk

BBQ, Kids Games & TreeCanada 150 Event
3pm at Medicine Woman Creek

Local eco-friendly products giveaway!

TreeCanada ABORIGINAL BUSINESS CENTRE northern health *the northern way of caring*

suggested donation $75

financial support,transportation & childcare available dependent on need

<u>pre-registration required by SEPT 26TH</u>, contact:

250-788-9635 / borealcentre@gmail.com

September 21, 2017
October 19, 2017

Received at the PRRD by email on September 15, 2017 **C-2**

PEACE RIVER REGIONAL DISTRICT
FAIR SHARE

NATURAL GAS EXTENSION GRANT APPLICATION

Applicant (Customer) Information	
Property Owner Name	Mallory + Mario Roy
Mailing Address	Box 1745 Chetwynd BC V0C 1J0
Telephone Number	250-556-4456
Legal Description	5793 Fernando Sub Chetwynd BC.
Electoral Area served	'E'
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)	M Roy
Date	Sep 15/17

Actual Cost of Mainline Extension

A	Actual Cost of Mainline Extension		$ 6,446 +*
B	Less: Gas Company's Contribution		$ 3,223
C	Total Cost to Property		$ 3,223
	Electoral Area Contribution:		
D	75% of Total Cost to Property	$ 2417.25	
E	Less: Other Contributions	$ nil	
F	Remaining Balance	$ 2417.25	
G	Maximum Electoral Area Grant	$ 5,000.00	
H	**TOTAL GRANT PAYABLE (Lesser of F or G)**		$ 2417.25
I J	Cost to Property Owner *(minimum 25%)*		$ 805.75 25%

For Natural Gas Company Use Only Application completed by	
Gas Company Representative Name: Peter Tothill.	Phone Number: 250 868-4523
For Regional District Use Only	
Referred to RBAC: October 19, 2017 ~~Date approved by Regional District~~	Reviewed By: Jill Rckert J Morgan

PEACE RIVER REGIONAL DISTRICT
FAIR SHARE
Electrical Extension Grant Application

PEACE RIVER REGIONAL DISTRICT
RECEIVED
DAWSON CREEK
OCT 4 2017
Referred To Jill
File No.

Applicant (Customer) Information	
Property Owner Name	JORDAN JOSEPH SIMMONS
Mailing Address	BOX 2663 DAWSON CREEK, BC V1G 5A1
Telephone Number	250 219-0489
Legal Description	THE SOUTH WEST 1/4 OF SECTION 11 TOWNSHIP 77 RANGE 14 WEST OF THE 6TH MERIDIAN PEACE RIVER DISTRICT EXCEPT THEREOUT STRIPS OF LAND BEING THE MOST WESTERLY 4.883 METRES AND THE MOST SOUTHERLY 25 METRES IN PARALLEL WIDTH THEREOF
Electoral Area served	PEACE RIVER SOUTH
By signing below, the applicant is confirming that his/her portion of the mainline extension costs is available for payment to BC Hydro	
Signature of Applicant (Customer)	
Date	Oct 4 / 17

Funding assistance will be limited to hydro main line extension costs (including HST) on public maintained roads to serve residential customers (excluding subdivisions).	$18,224.85
Minus	$ 1,000
Difference	17,224.85 A
Line A 17,224.85 x 50% =	8,612.43 B
Maximum Grant	$ 4,000 C
Lesser of B and C (Grant requested)	$ 4,000 D

For BC Hydro Use Only Application completed by	
BC Hydro Representative name: Willy Lane	Phone Number: 250 795-3068
BC Hydro Reference No. 4096187	
Date: 2017-10-03	
For Regional District Use Only	
Reviewed by J. Morgan	Initials:
Referred to RBAC	Date: October 19, 2017

PEACE RIVER REGIONAL DISTRICT RECEIVED Sept. 29 ~~OCT 2~~ 2017 COMMUNITY SERVICES, D.C.

PEACE RIVER REGIONAL DISTRICT
Recreation and Cultural Grants-in-Aid
Schedule "D" - Funding Amendment

APPLICANT INFORMATION

Name of Organization: North Peace Fall Fair Society	**Date:** Sept. 17/17
Contact: Kevin Penner	**Phone:** 250-263-4263
Mailing Address: RR#1, Site 16, Comp 56 Fort St. John BC. V1J 4M6	
Email: kbpenner69@gmail.com	**Fax:**

PROJECT TO PROVIDE FUNDS

Year Funds Granted: 2015 **Have you completed this project?** yes

Current Project Description: (project for which funds were originally applied for)

Funds were originally for flooring in new exhibit building. Due to labour and materials being donated and/or discounted, the project came in under budget

Amount Granted: ~~$10,000~~ $ 20,000 **Amount to Reallocate:** $3322.13

PROJECT TO RECEIVE REALLOCATED FUNDS

TOTAL Cost of New Project: ~~Roof on old office~~ $11,571.50

Proposed New Project/Operational Expense: (reason for request and description of project, project budget) We had planned to do this ourselves. However, this project had to be hired out as we ran out of time and could not complete it.

FOR OFFICE USE ONLY

Funds Remaining: (showing last 3 years)			
	Current Project Name:	Insurance/barn/office	Amount Available = $10,100
	2016 Project Name:	Improvements to office building	Amount Available = $ 0
	2015 Project Name:	Flooring/downspouts/gutters	Amount Available = $3,322.13
			Total Unused Funds $13,422.13

Recommendation: That the Rural Budgets Administration Committee approved the funding amendment from North Peace Fall Fair and authorizes the reallocation of $3,322.13 from their 2015 GIA to go towards the cost of the office roof.

~~Notes:~~

Rationale: The society has completed all 2015 projects under budget resulting in unused funds. The roof project for the office was part of the 2016 GIA projects, however expenses were higher than anticipated due to contractor costs. This request meets the eligibility criteria for Funding Amendments as set out in the GIA policy.

October 19, 2017

Chris Cvik T. Morgan

PEACE RIVER REGIONAL DISTRICT
Recreation and Cultural Grants-in-Aid
Schedule "D" – Funding Amendment

APPLICANT INFORMATION	
Name of Organization: North Peace Historical Society	**Date: October 6, 2017**
Contact: Heather Sjoblom	**Phone:** 250-787-0430
Mailing Address: 9323 100 Street, Fort St. John, B.C. V1J4N4	
Email: fsjnpmuseum@fsjmail.com	**Fax:** Click here to enter text.

PROJECT TO PROVIDE FUNDS

Year Funds Granted: 2016	**Have you completed this project?** Yes

Current Project Description: ***(project for which funds were originally applied for)***
The North Peace Historical Society had a foundation built for the Allen Homestead House and had the building moved from Baldonnel to the foundation on the Fort St. John North Peace Museum Grounds. The funds were then reallocated (along with funds from 2015) to replace the missing and rotten logs on the Allen Homestead House. Volunteer labour by four dedicated volunteers (as well as the donated services of Fedderly Transportation to lower the building onto its foundation after the logs were replaced) enabled us to come in significantly under budget on the log project.

Amount Granted: 36,937.61	**Amount to Reallocate:** $2,151.43

PROJECT TO RECEIVE REALLOCATED FUNDS

TOTAL Cost of New Project: ~~$15,000~~ $ 25,190.88

Proposed New Project/Operational Expense: ***(reason for request and description of project, project budget)***
The NPHS would like to reallocate the above amount towards the continuing restoration of the Allen Homestead House, specifically the roof. We applied for $24,000 to do the roof in 2017 and received $23,000. RTR Roofing has just submitted their invoice for the roof and we've come in over budget at $25,190.88 ($2,190.88 over budget). Part of this additional cost was that a section of the roof had to be removed in order to replace one of the top logs which had rotted and had to be replaced. The realocation of this remaining funding would be in the spirit of the original reallocation as it secures the exterior of the home against the elements which helps prevent the interior from deteriorating any further. This stabilizes the building which is the first step in its long term restoration. If this reallocation was approved, the North Peace Historical Society would only come in $39.45 over budget on the roof project thanks to PRRD's generous contribution. Thank you for your consideration.

FOR OFFICE USE ONLY

Funds Remaining: *(showing last 3 years)*	**Current Project Name:** Allen Homestead Roof Project	**Amount Available =** $23,000
	2016 **Project Name:** Allen Homestead - Relocation Project	**Amount Available =** $2,151.43
	2015 **Project Name:** Museum Improvements- doors/alarms /roof	**Amount Available =** $ 0
	Total Unused Funds =	$ 25,151.43

Recommendation: That the Rural Budgets Administration Committee authorize the amendment request from North Peace Historical Society and authorize the reallocation of $2,151.43 remaining in their 2016 GIA allocation to assist with the increased cost of their ~~Notes:~~ 2017 GIA Allen Homestead Roof Project.
Rationale: North Peace Historical Society has completed its 2016 project under budget resulting in unused funds. This request meets the eligibility criteria for funding amendments as set out in the GIA Policy.

T. Morgan

ChBirk

October 19, 2017

Peace River Regional District
REPORT

To: Rural Budgets Administration Committee — Date: October 11, 2017

From: Jill Rickert, Community Services Coordinator

Subject: Grant Application - Kelly Lake Community Centre Society (KLCC), Furnace System

RECOMMENDATION(S):

That the Rural Budgets Administration Committee approves the grant application from Kelly Lake Community Centre Society and authorizes a Gas Tax Grant in the amount of $ 10,801.00 to be used to install two new energy efficient furnaces in the gymnasium.

BACKGROUND/RATIONALE:

Last year, KLCC was advised that their system in the gymnasium would soon need to be replaced in order to adequately heat the facility. The units, which were installed thirty years ago, are too old to be repaired and no longer meet the energy efficient standards followed today. This past March, the units stopped working completely. Now, due to the fast approaching winter and anticipated cooler temperatures, they need to be replaced immediately. The Society does not believe the gymnasium can be used safely without heat, which in turn inhibits their ability to provide services to the community. In addition, there is a benefit to installing new energy efficient furnaces since this would result in energy cost savings, provide consistent and reliable heat, and help to protect the environment due to lower release of fuel emissions.

In May of this year, the Regional District applied to the Strategic Priorities Fund for a grant to complete multiple upgrades to the KLCC which included the replacement of the furnaces in the gymnasium; however, it should be noted that the processing time for the grant application could be as long as six months before it is finalized. The Society believes they cannot wait that length of time and requests that they be able to move forward on this project with support from the Gas Tax Fund.

This request meets the guidelines as outlined in the Rural Budgets Administration Committee Funding Policies under Gas Tax Grant Funding.

OPTIONS:

1. The Committee could decide to deny the grant application 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: JRickert Dept. Head: T. Morgan October 19, 2017 CAO: Chris Cvik

FINANCIAL CONSIDERATION(S):

- In 2013 a Gas Tax Grant was approved for KLCC in the amount of $50,000 of which $1,392.40 remains unclaimed; funding was provided for mechanical upgrades and improvements to the lighting and plumbing.
- If approved the grant will be paid out to the Society through claim reimbursement supported by receipts and/or invoices for the work done.
- Note the total requested on the grant application has been rounded out to an even dollar of $10,801.

COMMUNICATIONS CONSIDERATION(S):

The applicant will be advised in writing regarding the outcome of the grant application.

OTHER CONSIDERATION(S):

Attachments: Grant Application, Gas Tax Grant Funding Policy

PEACE RIVER REGIONAL DISTRICT

GRANT REQUEST APPLICATION FORM

Society: Kelly Lake Community Centre Society Date: Oct 10, 2017

Community Club or Group Name: Kelly Lake Community Centre Society

Mailing Address: Po Box 206

City: Tomslake, BC Postal Code: V0C 2L0

Civic Address:

Contact Person: Tania Horseman

Tel: 780-518-3082

Fax:

Email: vp.klccs@gmail.com

Alternate Person: Lois Duke

Tel: 780-832-0815

Fax:

Email: pres.klccs@gmail.com

CLUB EXECUTIVES

President: Lois Duke

Vice President: Tania Horseman

Treasurer: Kathleen Letendre

PROJECT COSTS

Total Cost of Project: 10,800.30

Amount Requested: 10,800.30

Includes GST see Quote**

Describe the project for which your organization is requesting a grant. Include volunteer/in-kind work to be provided:

The furnaces for the gymnasium need to be replaced. The furnaces are unrepairable. Stan the duct man was in the centre in March and said the furnaces needed to be replaced. These are the original furnaces and the building is approximately 30 years old.

ATTACHMENTS REQUIRED:

- Project budget, including all sources of funding
- Year-end financial statements
- Current financial report including bank balances, investments, term deposits, etc.
- Copy of the Society Resolution requesting this grant.

Signature of Applicant: Tania Horseman Date: Oct 10, 2017

For Office Use Only

Fair Share: B ☐ C ☐ D ☐ E ☐ Gas Tax: ☒

PRA: B ☐ C ☐ D ☐ E ☐ Other: ☐ ____________

BCR/PRA: B ☐ C ☐ D ☐ E ☐

diverse. vast. abundant.

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

Accu-Fab Custom Metal Works Ltd.
Tel (780) 882-7622 • 9650 – 136 Ave, AB T8X 0K4 • Fax (780) 882-7623

Date: October 10, 2017
Att.Lois Duke

PROJECT: Kelly Lake Community Center Furnace Replacements

We are pleased to provide pricing to supply and install the HVAC portion of this job as per request

Including:
- Removal and disposal of existing Lennox Pulse furnaces
- Supply and install two new Trane S9V2 furnaces with stainless heat exchangers
- New 636PVC venting as required
- Electrical connections as required
- Gas fitting as required
- Equipment start-ups to ensure proper operation

FOR THE SUM OF: -- $10,286.00
+ 514.30 GST
$10,800.30

PRICE DOES NOT INCLUDE:
----- GST

THIS QUOTE VALID FOR 30 DAYS

R-3

Kelly Lake Community Centre Society
Trial Balance As at 30/09/2017

Ac...	Account Description	Debits	Credits
1020	Lakeview Credit Union	8,138.40	-
1030	LVCU-Equity Shares	31.51	-
1040	Plan 24	413.81	-
1200	Accounts Receivable	0.00	-
1300	Transfer fr Peacebuilder Mediat...	-	41,797.36
1500	Equipment & Tools	1,573.95	-
1510	Accum amort; Equipment & Tools	0.00	-
1600	Office Equipment	1,805.92	-
1610	Accum Amort: Office Equipment	0.00	-
2200	Accounts Payable	-	1,209.23
2300	Vacation Payable	-	0.00
2305	Loans	-	1,101.05
2310	EI Payable	0.01	-
2320	CPP Payable	0.01	-
2330	Income Tax Payable	-	0.00
2340	PST Payable	-	0.00
2650	GST Collected	-	0.00
2660	GST Paid	-	0.00
2670	GST Payable/Receivable	-	0.00
3560	Retained Earnings	33,091.25	-
4020	Peace River Regional District	-	52,240.06
4022	BP Canada - Stay in School Pr...	-	0.00
4023	Transcanada Pipeline	-	2,560.00
4024	Flint	-	0.00
4025	Hall Rental & Banquet	-	2,550.00
4027	Dance Fees, etc	-	0.00
4030	Interest	-	0.00
4035	Concession	-	0.00
4040	Success by 6	-	0.00
4050	Miscellaneous Revenue	-	200.00
4060	NENAN	-	0.00
4070	Jamboree Event	-	4,368.20
4075	Swan City Rotary Club	-	0.00
4077	CONOCO PHILLIPS Canada	-	0.00
4080	Encana	-	500.00
4085	EVOLVE ENERGY	-	0.00
4090	Northern Health	-	0.00
4095	Nova Gas	-	3,000.00
4100	Canada Summer Job	-	0.00
5005	Advertising	0.00	-
5010	Service Charges & Interest	124.49	-
5012	Babysitting for Meeting	0.00	-
5015	Banquet Costs	2,903.17	-
5020	Building Repairs	0.00	-
5025	Christmas Celebration	229.00	-
5050	Cleaning	78.76	-
5055	Community Garden	0.00	-
5060	Computers & Printers	0.00	-
5070	Easter Program	420.67	-
5075	Exercise Equipment	0.00	-
5080	Fencing Expense	0.00	-
5085	Honorarium-Wind Project	0.00	-
5090	Internet	739.11	-

R-3

Kelly Lake Community Centre Society
Trial Balance As at 30/09/2017

Ac...	Account Description	Debits	Credits
5095	Kitchen Equipment	497.17	-
5100	Legal & Accounting	145.33	-
5105	Licence/Dues/Insurance	0.00	-
5110	Margaret Belcourt	0.00	-
5112	Music Festival	7,612.78	-
5115	Riding Thunder Dance Theatre	0.00	-
5118	Office Supplies	387.31	-
5120	Peace River Regional District	0.00	-
5121	Trustee Fees	0.00	-
5123	Repairs & Maintenance	4,139.95	-
5125	Training	2,222.80	-
5130	Supplies	2,176.10	-
5131	Stay in School	3,973.08	-
5140	Telephone - Office	1,003.56	-
5141	Training	682.59	-
5142	Telephone - Mobile	0.00	-
5145	Travel	4,086.62	-
5150	Utilities - Water	1,429.00	-
5151	Utilities - Hydro	5,017.84	-
5152	Utilities - Heat	7,999.72	-
5292	Youth & Elder Gathering	0.00	-
5300	Wages	18,455.00	-
5310	EI Expense	0.00	-
5320	CPP Expense	0.00	-
5330	WCB Expense	0.00	-
5519	Office Equipment	146.99	-
		109,525.90	109,525.90

KELLY LAKE COMMUNITY CENTRE SOCIETY

PO Box 206
Tomslake, BC
V0C 2L0

BOARD RESOLUTION
October 10, 2017

Kelly Lake Community Centre Society is requesting funding from the Peace River Regional District for a new furnace to be installed in gymnasium.

Lois Duke
President

Oct 10/17
Date

Tania Horseman
Vice-President

Oct 10/2017
Date

Barbara Belcourt
Director

October 10, 2017
Date

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Rural Budgets Administration Committee Date: October 6, 2017

From: Jill Rickert, Community Services Coordinator

Subject: Recreation and Cultural Grants-in-Aid - Schedule E, Youth Travel

RECOMMENDATION(S):

That the Rural Budgets Administration Committee approve the amended Recreation and Cultural Grants-in-Aid Schedule E, Youth Travel which outlines the guidelines for the approval and disbursement of Youth Travel grants as presented.

BACKGROUND/RATIONALE:

At the Rural Budgets Administration Committee (RBAC) meeting held on September 14, 2017 staff brought forward a report that provided options to improve the current guidelines for Youth Travel as set out in the Schedule E of the Recreation and Cultural Grants-in-Aid Policy. As a result, staff were directed to amend the Schedule E and bring it forward to the October RBAC meeting for final approval.

OPTIONS: None

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):

The funding formula used to calculate the amount recommended for a Youth Travel Grant from the Recreation and Cultural Grants-in-Aid annual allocation for each Electoral Area will be $50 per the number of rural players but not to exceed a maximum grant of $250.

COMMUNICATIONS CONSIDERATION(S):

Once the Schedule E is approved, the Recreation and Cultural Grants-in-Aid Policy and the PRRD website will be updated.

OTHER CONSIDERATION(S): Attachments: Schedule E – Youth Travel

Staff Initials: JRickert Dept. Head: T. Morgan CAO: Chris Cvik

October 19, 2017

PEACE RIVER REGIONAL DISTRICT

Recreation and Cultural Grants-in-Aid
Schedule "E" – Youth Travel

The purpose of this schedule is to provide the guidelines for the approval and disbursement of Youth Travel funds. Youth travel grants, up to a maximum of $250, may be provided to financially supplement the expenses associated with team or individual travel to sporting competitions. Funding for Youth Travel Grants is provided at the sole discretion of the Electoral Area Directors and is part of the Recreational and Cultural Grants-in-Aid funding policy.

1. **Applicant Eligibility**
   a. Youth sports organizations or individual players who have ***qualified**** to compete at a provincial, national or international competition and will be representing the Peace River Regional District during competition.
   b. Must have a **minimum of 1 player** who resides in one of the four Electoral Areas of the Peace River Regional District.
   c. Funds may be applied for by both school teams and community club organizations.
   d. Community club teams must operate under a not-for-profit society to be eligible for funding.

***** Successfully competed and earned the opportunity to be eligible to move on to the next stage of competition.***

2. **Application Process**
   a. Requests may be made year round and must be received in writing to the Rural Budgets Administration Committee, prior to attending the competition.
   b. Funding may be requested to assist with the following:
      - registration/entry fees;
      - transportation expenses – fuel, airfare, bus or ferry transport;
      - accommodation expenses.
   c. All requests must include the following information:
      - a description of the event and anticipated costs;
      - the number of players and coaches that will attend;
      - the names and 911 addresses of the players and coaches who reside in the rural area (for verification of residency);
      - Estimated costs to attend the competition.

3. **Approval Process**
   a. Grants are approved at the sole discretion by the authority of the Rural Budgets Administration Committee.
   b. Grant funding will be calculated on the basis of $50/rural player to a maximum grant of $250.

c. Staff will assess the request, attach it to a report inclusive of all the necessary background information and forward it for review at the next scheduled Rural Budgets Administration Committee meeting.
d. All applicants will be notified in writing regarding the results of their request.
e. All funds will be made payable to the organization or school only.
f. Requests received after the competition has taken place will not be considered for funding.

4. Reporting

Within 30 days of the competition, grant recipients are required to:

- report back on the results of their competition;
- provide a photo for use by the Regional District; and
- describe how the funds were spent.

PEACE RIVER REGIONAL DISTRICT

REPORT

To: Rural Budgets Administration Committee Date: October 10, 2017

From: Jill Rickert, Community Services Coordinator

Subject: Funding Amendment Request – Dawson Creek Sportsman's Club

RECOMMENDATION(S):

That the Rural Budgets Administration Committee deny the funding amendment request from Dawson Creek Sportsman's Club to reallocate $12,000 of their 2017 Grants-in-Aid allocation to the building of a new driveway as it does not meet the criteria in the Grants-in-Aid Policy.

BACKGROUND/RATIONALE:

The Dawson Creek Sportsman's Club would like to use some of their 2017 Grants-in-Aid (GIA) allocation to pay for their new driveway. In 2016, during the June Flood, the entrance way to the Dawson Creek Sportsman's gun range and facility suffered some damage. The Society made application to Disaster Financial Assistance for funding to correct the damage to the driveway; however, their application was denied and the driveway was determined to be safe. Since then, the Society has annually completed enough work to maintain the access route rather than replace it. Unfortunately, the erosion this fall has been so bad that the Society decided to go ahead and build a new driveway for the facility.

Under the GIA Policy, this request does not meet the criteria outlined in Section 14. This was not an emergency situation as it did not limit or restrict access to the facility. Please see Section 14 of the GIA Policy as listed below:

14) Funding Amendments

a) Organizations may apply for funding amendments by completing the Funding Amendment Form attached hereto as Schedule 'D', and only in such circumstances that:

i. they have completed their project with the funds allocated and they have outstanding funds remaining; or,

ii. an emergency has arisen and failure to remediate the problem will result in an inability to operate.

b) The Rural Budgets Administration Committee will have the sole discretion on whether to approve or deny any funding amendments.

c) Funds cannot be amended to pay off debt.

Please see the attached photos which demonstrate the condition of the driveway and the Society's decision to improve it now rather than wait until next year. The Society is determined to find the funding to support this request and hopes that the Committee will give it consideration.

OPTIONS:

1. The project could be supported through the use of Peace River Agreement fund, Spending Item #9 – Year-Round Recreation Facility Upgrades solely from Electoral Area D or by a combination fund from both Electoral D and Electoral E.

Staff Initials: JRickert Dept. Head: T. Morgan October 19, 2017 CAO: ChBirk

2. The Committee could decide to defer from the GIA policy and support this funding amendment to approve the reallocation of $12,000 from the 2017 GIA allocation to be used to pay for the cost of the new driveway.

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):

The Society's 2017 GIA allocation is $15,315.15 to be used towards the following anticipated projects:

- Facility Improvements (archery, clay shoot, outhouses)
- General Operational Costs
- Computer upgrades.

COMMUNICATIONS CONSIDERATION(S):

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

OTHER CONSIDERATION(S):

Attachments: Funding Amendment Request; photos

PEACE RIVER REGIONAL DISTRICT
Recreation and Cultural Grants-in-Aid
Schedule "D" – Funding Amendment

APPLICANT INFORMATION

Name of Organization: DAWSON CREEK SPORTSMAN'S CLUB	Date: OCT 06 17
Contact: CANDICE WADDELL	Phone: 250-219-0243
Mailing Address: PO BOX 426 DAWSON CREEK, B.C. V1G 4H3	
Email: candice.waddell@scotiabank.com	Fax: 250-784-1124

PROJECT TO PROVIDE FUNDS

Year Funds Granted: 2016.	Have you completed this project? NO.

Current Project Description: *(project for which funds were originally applied for)*

ARCHERY TARGETS.
PORTABLE TOILETS
YOUTH PROGRAMS
BIG BORE PROGRAMS.
SPORTING CLAYS COURSE.

Amount Granted: 15 315.15	Amount to Reallocate: 2000.00

PROJECT TO RECEIVE REALLOCATED FUNDS

TOTAL Cost of New Project: 15000.00

Proposed New Project/Operational Expense: *(reason for request and description of project, project budget)*

BUILDING OF NEW DRIVEWAY DUE TO 2016 FLOODING WASHING OUT RIVERBANK NEAR OLD DRIVEWAY CAUSING CONCERN TO ALL MEMBERS.

FOR OFFICE USE ONLY

Funds Remaining: *(showing last 3 years)*			
	Current Project Name: Indoor Range/new clay course/outhouses	Amount Available =	$15,315.15
	2016 Project Name: Range/shotgun/archery Improvements	Amount Available =	$ 0
	2015 Project Name: New Trap Machine & Operational Costs	Amount Available =	$ 0
		Total Unused Funds =	$15,315.15

~~Notes:~~

Driveway prior to work – September 2017	Stream along side driveway
	
Work in progress	Work near completion – October 2017
	

Peace River Regional District
REPORT

To: Rural Budgets Administration Committee Date: Oct 3, 2017

From: Jennifer Rudyk, Finance Clerk

Subject: Financial Report – October Meeting

Attached for your information is the monthly Rural Budgets Financial Report.
The report includes:

1. Grants-in-Aid (4 pages) - 2010 to 2017 balances remaining
   - Page 1 - Area B, Area C, Area E
   - Page 2 - Sub-Regional
   - Page 3 - Youth Travel Recipient Listing
   - Page 4 - Scholarship/Bursary Recipient Information

2. Fair Share Money Market Fund (1 page). Report Includes:
   a. Opening Balance
   b. Revenues (interest, annual payment/subscription, etc.)
   c. Commitment amount (first column after name of payee)
   d. Previous Years Payments
   e. Payments made this year (next 4 columns - column for each Area)
   f. Balance remaining of the Commitment (last column)
   g. Actual Balance
   h. Total Remaining Commitment

3. Peace River Agreement Money Market Fund (1 page).
   This report is in a similar format to the Fair Share report.

4. BCR/PRA Money Market Fund (1 page). Includes revenue, expenditures and future commitments.

5. Reserve (Appropriated Surplus) Balances (2 pages). Includes all Regional District reserves.

Staff Initials: *JR* Dept. Head: Kim Frech CAO: Chris Cvik

Peace River Regional District Grants-In-Aid
Summary of Payables

29-Sept-2017

Current Year Allocation		2005-2009	2010	2011	2012	2013	2014	2015	2016	2017	GIA Remaining
			Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	
			103,000.00	107,000.00	103,000.00	103,000.00	103,000.00	200,000.00	103,000.00	103,000.00	
			Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
AREA B			103,000.00	107,000.00	103,000.00	103,000.00	94,608.17	189,845.00	103,000.00	4,500.00	
	Big Bam Ski Hill	-	-	-	-	-	-				-
3,000.00	Buick Creek Community Club	-	-	-	-	-	-	-		3,000.00	3,000.00
	Cache Creek Community Club	-	-	-		-	-				-
	Cecil Lake Rec. Commission	-	-	-		-	-				-
1,000.00	Fort St. John Gradfest	-	-	-	-	-	-	-	-	-	-
-	Golata Creek Recreation Society	-	-	-		-	-		17,995.84		17,995.84
-	Goodlow Community Club		-	-	-	-	-		38,700.00		38,700.00
	Halfway Graham Community Club	-	-	-		-	-	874.96			874.96
24,963.00	King's Valley Christian Camp	-	-	-	-	-	-	-		8,000.00	8,000.00
18,582.00	Montney Rec. Commission	-	-	-	-	-	-	-	-	18,582.00	18,582.00
1,600.00	North Peace 4-H District Council	-	-	-	-	-	-	0.00	-	1,000.00	1,000.00
3,300.00	North Peace Fall Fair Society	-	-	-	-	-	-	-	-	3,300.00	3,300.00
11,000.00	North Peace Historical Society	-	-	-	-	-	-	-	-	11,000.00	11,000.00
	North Peace Light Horse Assn.	-	-	-	-	-	-	-			-
	North Peace Ride for Disabled							259.51			259.51
5,337.00	Osborn Community Club	-	-	-	-	-	-	6,189.57	1,656.42	1,454.82	9,300.81
18,498.00	Rose Prairie Curling Society	-	-	-	-	-	-	-	3,896.22	15,180.11	19,076.33
13,220.00	Wonowon Horse Club							35.00		-	35.00
1,000.00	Area B Rural Bursary	-	-	-	-	-	-	-	-	-	-
1,500.00	Youth Travel	-	-	-		-		-	-	-	-
103,000.00	**Total Area B**	**-**	**-**	**-**	**-**	**-**	**-**	**7,359.04**	**62,248.48**	**61,516.93**	**131,124.45**

		2005-2009	2010	2011	2012	2013	2014	2015	2016	2017	
			Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	GIA Remaining
			100,000.00	100,000.00	100,000.00	100,000.00	112,025.88	100,000.00	80,000.00	80,000.00	
			Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
AREA C			100,000.00	100,000.00	100,000.00	87,924.72	93,297.04	81,250.00	72,900.86	3,000.00	
	Big Bam Ski Hill	-	-	-	-	-	-				-
-	Charlie Lake Community Club	-	-	-	-	-	4,920.40	9,510.41	15,736.11		30,166.92
1,000.00	Fort St. John Gradfest	-	-	-	-	-	-	-	-	-	-
31,019.11	Lake Point Golf Club	-	-	-	-	0.00	-			31,019.11	31,019.11
	North Peace 4H District Council					498.98	-				498.98
6,800.00	North Peace Fall Fair Society				-	-	-	3,322.13	-	6,800.00	10,122.13
12,000.00	North Peace Historical Society	-	-	-	-	-	470.75	3,426.16	6,122.21	12,000.00	22,019.12
	North Peace Light Horse Assn.	-	-	-	-	-	-	-			-
1,000.00	*Area C Scholarship	-	-	-	-	-		-	-	1,000.00	1,000.00
1,000.00	Youth Travel	-	-	-	-	-	-	-	-	-	-
52,819.11	**Total Area C**	**-**	**0.00**	**-**	**-**	**498.98**	**5,391.15**	**16,258.70**	**21,858.32**	**50,819.11**	**94,826.26**

		2005-2009	2010	2011	2012	2013	2014	2015	2016	2017	
			Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	GIA Remaining
AREA E			102,000.00	102,000.00	102,000.00	111,610.00	103,150.00	102,000.00	102,000.00	102,000.00	
			Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
			102,000.00	102,000.00	92,390.00	110,460.00	103,150.00	102,000.00	102,000.00	3,000.00	
	Camp Emile	-	-	-	-	-	13,924.54				13,924.54
2,500.00	Chetwynd & Dist Rec. Centre	-	-	-	-	-	-	-	-	2,500.00	2,500.00
5,684.53	Chetwynd Electric Eels Swim Assn.	-	-	-	-	-	611.40	-	-	5,684.53	6,295.93
3,777.20	Chetwynd Gymkhana	-	-	-	-	-	-	-	1,821.16	3,777.20	5,598.36
13,185.00	Chetwynd Rod & Gun Club	-	-	-	-	-	-	-	-	13,185.00	13,185.00
6,000.00	Chewtynd Social Planning Society							-	-	-	-
2,231.25	Chetwynd Horse Club Society									2,231.25	2,231.25
10,000.00	Foothills Team Roping Club		-	-	-	-	-	-	-	10,000.00	10,000.00
15,500.00	Jackfish Community Association	-	-	-	-	-	-	4,875.00	5,801.16	15,500.00	26,176.16
5,684.52	Little Giants Figure Skating Club	-	-	-	-	-	-	-	-	5,684.52	5,684.52
4,337.50	Little Prairie Heritage Society	-	-	-	-	-	1,113.83	(0.00)	3,703.68	2,181.68	6,999.19
5,000.00	Moberly Lake Community Assn.	-	-	-	-	-	-	-	2,177.57	1,384.25	3,561.82
21,000.00	Pine Valley Exhibition Park Soc.	-	-	-	-	-	-	-	-	21,000.00	21,000.00
	Pine Valley Motor Sports		-	-	-	-	-	-			-
4,100.00	Pine Valley Seniors Assn.	-	-	-	-	-	-	-	-	4,100.00	4,100.00
	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	-	-	-	-	-		-	-	-	-
102,000.00	**Total Area E**	**-**	**-**	**-**	**-**	**-**	**15,649.77**	**5,729.35**	**14,003.57**	**88,228.43**	**123,611.12**

	SUB-REGIONAL	2005-2009	2010	2011	2012	2013	2014	2015	2016	2017	GIA Remaining
			Budget 130,000.00	Budget 130,000.00	Budget 130,000.00	Budget 150,000.00	Budget 150,084.00	Budget 150,000.00	Budget 150,000.00	Budget 150,000.00	
			Allocated 130,000.00	Allocated 130,000.00	Allocated 130,000.00	Allocated 149,916.11	Allocated 150,084.00	Allocated 150,000.00	Allocated 150,049.93	Allocated 4,500.00	
9,472.72	Ark - Dawson Creek Youth Centre Society	-	-	-	-	-	-	-	-	9,472.72	9,472.72
6,000.00	Bessborough Community Club	-	-	74.96	-	-	-	-	-	6,000.00	6,074.96
11,447.25	Cutbank Community Club	-	-	-	-	-	-		-	-	-
15,315.15	Dawson Creek Sportsman's Club	-	-	-	-	-	-	-	-	15,315.15	15,315.15
-	Doe River Gymkhana Club								4,047.05		4,047.05
12,333.28	Doe River Recreation Commission	-	-	-	-	-	-	-	-	12,333.28	12,333.28
8,315.15	Farmington Community Association		-	-	-	-	-	-	-	8,315.15	8,315.15
2,050.00	Groundbirch Rec. Commission	-	-	-	-	-	-	-	-	2,050.00	2,050.00
-	Hats n' Chaps Gymkhana	-	-	-	2,155.99	-	-		6,558.72		8,714.71
2,000.00	Kilkerran Recreation Commission					-	-	1,925.33		2,000.00	3,925.33
9,915.15	Kiskatinaw Fall Fair	-	-	-	-	-	-	-	-	5,294.02	5,294.02
13,667.97	McLeod Rec. & Social Services Society	-	-	-	-	-	-	-	-	13,667.97	13,667.97
8,215.15	Rolla Ratepayers	-	-	-	-	-	-	-	-	8,215.15	8,215.15
9,315.15	Sunset Prairie Recreation Commission	-	-	-	-	-	0.00	-	2,753.70	9,315.15	12,068.85
1,500.00	Swan Lake Enhancement Society	-	-	-	-	-	-	-	-	-	-
1,450.00	Sweetwater 905 Society									225.00	225.00
8,722.73	Tomslake Community Cultural Assn.	-	-	-	-	-	-	-	6,928.72	8,722.73	15,651.45
12,715.15	Tomslake & District Rec Commission	-	-	-	-	-	-	-	(0.00)	12,715.15	12,715.15
13,065.15	Tupper Community Club	-	-	-	-	-	-	-	-	-	-
3,000.00	Post SecondaryTrade Bursary & Scholarship	-	-	-	-	-	-	-	-	3,000.00	3,000.00
1,500.00	Youth Travel	-	-	-	-	-	-	-	-	-	-
150,000.00	**Total Sub-Regional**	**0.00**	**0.00**	**74.96**	**2,155.99**	**-**	**0.00**	**1,925.33**	**20,288.19**	**116,641.47**	**141,085.94**
407,819.11	**COMBINED GRAND TOTALS**	**-**	**-**	**74.96**	**2,155.99**	**498.98**	**21,040.92**	**31,272.42**	**118,398.56**	**317,205.94**	**490,647.77**

Prior Years Payable total = **23,770.85**

2015 Payable total = **31,272.42**

Total GIA Payable = **490,647.77**

Youth Travel Recipient Information

Area	Recipient	Total To-Date	2010	2011	2012	2013	2014	2015	2016	2017
Area B		**Total To-Date**	**2010**	**2011**	**2012**	**2013**	**2014**	**2015**	**2016**	**2017**
	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	1500	1500	1500	1500
	TOTAL used		500	0	0	500	500	0	500	1500
	BALANCE Remaining		0	0	0	0	0	0	0	0 *
Area C		**Total To-Date**	**2010**	**2011**	**2012**	**2013**	**2014**	**2015**	**2016**	**2017**
	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	1000	1000	1000	1000
	TOTAL used		500	300	500	500	0	500	0	1000
	BALANCE Remaining		0	0	0	0	0	0	0	0 *
Area E		**Total To-Date**	**2010**	**2011**	**2012**	**2013**	**2014**	**2015**	**2016**	**2017**
	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		1000	1000	
	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	3005.26	2000	2000	2000
	TOTAL used for year		1,200	900	2,000	1,400	800	2000	1500	2000
	BALANCE Remaining		0	0	0	0	0	0	0	0 *
Sub-Regional		**Total To-Date**	**2010**	**2011**	**2012**	**2013**	**2014**	**2015**	**2016**	**2017**
	Northern BC High School Rodeo	2,000			1,000	1,000				
	DC U14 Volleyball Team Dynamite	500							500	
	DCVC U17_18 Girls Vollebay	500							500	
	Juvenile Boys Curling Team (alberta league)	500							500	
	Ron Pettigrew Sr. Boy Basketball									500
	DC Volleyball Club u15, u16, u17_18									1000
	TOTAL granted for year		1,500	1,500	1,500	1,500	1500	1500	1500	1500
	TOTAL used for year		0	0	1,000	1,000	0	0	1500	1500
	BALANCE Remaining		0	0	0	0	0	0	0	0 *

*** Unused amounts returned to reduce next tax year**

Scholarship/Bursary Recipient Information 2010 to Current

Area B Bursary

Year	Name		Amount	Amount Remaining	Date Claimed
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	0	

Area C Scholarship

Year	Name		Amount	Amount Remaining	Date Claimed
2017	**Justin Fehr**		**1,000**	**1000**	
2016	Rachel Kalkman		1,000	0	25-Aug-16
2015	Kevala Van Voilkenburg		1,000	0	06-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	Amount Remaining	Date Claimed
2017	Kaitlyn Dufresne		**500**	**500**	
2017	Trevor Andres		**500**	**500**	
2016	Courtney Auger		500	500	
2016	Regan Neuls		500	0	05-Dec-16
2015	Kayla Sanford		500	0	**13-Nov-15**
2015	Dayton Waldie		500	0	**07-Nov-15**
2014	Sara Norris		500	0	27-Nov-14
2014	Brittany Andres		500	0	15-Jan-15
		TOTAL	1,500	0	

Sub-Regional Bursary & Scholarship

Year	Name		Amount	Amount Remaining	Date Claimed
2017	**Taylor Schweitzer**		**1,500**	**1500**	
2017	**Nadia Richer**		**1,500**	**1500**	
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	02-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	0	

Fair Share Commitments	August 2017		K. Goodings Area B	B. Sperling Area C	L. Hiebert Area D	D. Rose Area E	Total Fair Share
January 1, 2017 opening balance			1,947,683.78	1,851,583.55	3,170,638.37	2,793,443.91	9,763,349.61
Total interest earned to date			11,195.85	10,645.52	18,465.88	16,247.19	56,554.44
							-
COMMITMENTS	Commitment	Previous Yrs. Payments	Fair Share Payments This Year				Remaining Commitment
Area B							
Area B Municipal Facilities	13,200.00						13,200.00
Clearview Arena; Crawl Space R&M	75,000.00	74,020.42					979.58
Electrical Extension Grants	12,000.00						12,000.00
FSJ Library (annual payment)	31,300.00		31,300.00				-
NP Cultural Centre (pymt to 2017)	28,125.00		21,093.75				7,031.25
NP Fall Fair; Display Buildings	17,600.00	10,192.14	3,980.12				3,427.74
Rural Fire Protection Expansion Feasibility (CL)	10,000.00		44.54				9,955.46
Rural Gasification	680,000.00	32,367.25					647,632.75
Waste Water Receiving Facility (Operating Deficit 75%)	-						-
	867,225.00	116,579.81	56,418.41	-	-	-	694,226.78
Area C							
FSJ Airport Sub Communal H20/Swr Fees	12,559.97	11,200.00					1,359.97
FSJ Airport Sub Water Metering Initiative	25,000.00	10,177.93					14,822.07
FSJ, City of; CL Boat Launch	50,000.00			50,000.00			-
FSJ Library (annual payment)	15,000.00			15,000.00			-
NPAS; Airport Swr Pumps & Maintenance	26,289.38	4,157.98					22,131.40
NP Cultural Centre (pymt to 2017)	14,062.00			10,546.50			3,515.50
Regional Parks Improvements	100,000.00						100,000.00
Rural Fire Protection Feasibility (CL)	20,000.00						20,000.00
Waste Water Receiving Facility (Operating Deficit 75%)	-						-
Water & Sewer	500,000.00						500,000.00
	762,911.35	25,535.91	-	75,546.50	-	-	661,828.94
Area D							
Bear Mnt Nordic Ski Assn; Ski Trails	10,000.00						10,000.00
Bear Mnt Nordic Ski Assn; Bissette Crk Culvert & Bridge Repair	30,000.00						30,000.00
Dawson Creek Gradfest Committee; Gradfest 2015	2,500.00	2,000.00					500.00
Dawson Creek Sportsman's Club; Indoor Range Expansion	80,000.00						80,000.00
Electrical Extension Grants	4,000.00				4,000.00		-
Hats 'n Chaps Gymkhana; Arena Rebuild	15,800.00	15,360.00					440.00
Northern Lights Recovery Centre	100,000.00						100,000.00
Regional Parks & Trails (Parks)	75,000.00						75,000.00
Regional Parks & Trails (Trails)	25,000.00						25,000.00
Rolla Sewer - Annual Oper. Grant	17,500.00						17,500.00
Rolla Sewer - Upgrades	20,000.00	17,429.53					2,570.47
Rural Fire Protection Expansion Feasibility (DC)	35,000.00						35,000.00
Rural Gasification	1,000,000.00	58,798.50			872.25		940,329.25
Rural Water Development; Tomslake, Farmington	125,032.17						125,032.17
Swan Lake Environmental Study	20,000.00	15,554.63					4,445.37
Swan Lake Weir Aluminum Gates	34,000.00	8,133.75					25,866.25
	1,593,832.17	117,276.41	-	-	4,872.25	-	1,471,683.51
Area E							
Bear Mnt Nordic Ski Assn; Ski Trails	4,000.00						4,000.00
Bear Mnt Nordic Ski Assn; Bissette Crk Culvert & Bridge Repair	10,000.00						10,000.00
Camp Sagitawa; Phase 1 Climbing Wall	20,000.00					1,102.50	18,897.50
Chetwynd & Dist. Rec Complex	1,325,000.00	1,269,278.08					55,721.92
Chetwynd (Dist of); Fire Apparatus	133,000.00	124,515.41					8,484.59
Chetwynd Rec Centre 2M Support; Flooring, Boards & Chiller	-						-
Chetwynd Seniors Housing Society	150,000.00						150,000.00
Dawson Creek Sportsman's Club; Indoor Range Expansion	20,000.00						20,000.00
Electrical Extension Grants	5,000.00	4,000.00					1,000.00
Hasler Tower Project	107,000.00	98,836.73					8,163.27
Hats 'n Chaps Gymkhana; Arena Rebuild	3,950.00	2,184.00					1,766.00
Little Prairie Heritage Soc; Engineering/Captial Projects	25,000.00	6,090.00				4,042.50	14,867.50
Northern Lights Recovery Centre	100,000.00						100,000.00
Rural Gasification	700,000.00						700,000.00
Senior Assisted Living	30,000.00						30,000.00
South Peace SPCA; Aspen Estate Feral Cats	5,000.00	2,500.00					2,500.00
Sunset Pr Rec Comm; Fair Kitchen	58,000.00	38,005.49				5,245.99	14,748.52
	2,695,950.00	1,545,409.71	-	-	-	10,390.99	1,140,149.30
Total Fair Share Bank Balance at Month End			1,902,461.22	1,786,682.57	3,184,232.00	2,799,300.11	9,672,675.90
Total Remaining Commitment			694,226.78	661,828.94	1,471,683.51	1,140,149.30	3,967,888.53
Balance After Remaining Commitments			1,208,234.44	1,124,853.63	1,712,548.49	1,659,150.81	5,704,787.37
			Area B	Area C	Area D	Area E	

* Electoral Area 'E' Director has guaranteed to cover funding shortfalls up to $2,000,000 from Fair Share/Gas Tax or other available funding for the Chetwynd & District Rec Centre capital project upgrade scheduled to start in 2017 per the January 26, 2016 RBAC meeting motion.
This commitment is not included in the above numbers.

October 19, 2017

Peace River Agreement Commitments	August		K. Goodings Area B	B. Sperling Area C	L. Hiebert Area D	D. Rose Area E	Total Fair Share
January 1, 2017 Opening Balance			696,692.84	740,422.88	708,628.91	727,937.93	2,873,682.56
Total interest earned to date			6,119.61	6,771.29	6,366.89	6,496.39	25,754.18
Subscription PRA $			750,000.00	750,000.00	750,000.00	750,000.00	3,000,000.00

COMMITMENTS	Commitment	Previous Yrs. Payments	Category Code	Peace Agreement Payments This Year				Remaining Commitment
Area B								
Cecil Lake Rec Comm; Hall Door & Window Replacement	5,297.23		3					5,297.23
Clearview Rec Facility; Property Assessment	50,000.00		2					50,000.00
Buick Creek Arena; Insulation/Heating Upgrades	35,000.00	33,600.00	2					1,400.00
PR Regional Cattlemen's Assoc; Livestock Protection Program	50,000.00		4	50,000.00				-
Water Tank Loader Potable Feasibility; Rose Prairie & Buick Cr	390,160.00	1,962.87	1	85,643.31				302,553.82
	530,457.23			135,643.31	-	-	-	359,251.05
Area C								
								-
CLFD; Road Rescue & Medical First Responder Service Feasibility	10,000.00		6					10,000.00
CL Waste Water Truck Facility; "Purple Pipe" Effluent Treatment	35,000.00		9					35,000.00
CL Waste Water Truck Facility; Bio-solids Mgmt Feas Study	50,000.00		9					50,000.00
CL Waste Water Truck Facility; Reclaimed Water Station Feas Study	40,000.00		9					40,000.00
FSJ Airport Sub Water Distribution Maintenance Initiative	15,000.00	12,000.00	1					3,000.00
PR Regional Cattlemen's Assoc; Livestock Protection Program	50,000.00		4		50,000.00			-
	200,000.00				50,000.00			138,000.00
Area D								
*Dawson Creek; Kiskatinaw Watershed Stewardship (pymt to 2020)	30,000.00		4			30,000.00		-
DC Ski & Rec Assn; Reservoir and Pipeline R&M/Expansion	54,150.00		3			1,445.55		52,704.45
Hats & Chaps Gymkhana Club; Sea Can	18,750.00		3			18,750.00		-
KL Community Centre Society; Security System Installation	5,798.00		3					5,798.00
KL Sewer; Complete Pump & Alarm System Installation	10,000.00		9			2,236.54		7,763.46
KL Sewer; Spare Pump	12,000.00	1,613.97	9					10,386.03
PR Regional Cattlemen's Assoc; Livestock Protection Program	50,000.00		4			50,000.00		-
South Peace Arts Society; Exhibition & Outreach Art Program	1,500.00		7					1,500.00
South Peace Dist Crime Prevention Assn; Signs	4,375.00	3,517.15	4			392.00		465.85
South Peace Mile 0 Park; Rotary Splash Park	2,250.00		3			2,250.00		-
Rolla Sewer; Pump & Control Alarm Installation	40,000.00	8,396.29	9			16.05		31,587.66
Rolla Sewer; Spare Pump	8,000.00		9					8,000.00
Rolla Sewer; Treatment Equipment R&M	25,000.00		9					25,000.00
Tomslake Cultural Comm Assn; Main H20 Cistern Repair/Replacement	5,000.00		4					5,000.00
						105,090.14		148,205.45
Area E								
Chetwynd Arena; floor, chiller, condenser, ventilation	500,000.00		2					500,000.00
Chetwynd, District of; Water Treatment & Airport Runway Upgrading	150,000.00		1				150,000.00	-
Chetwynd Public Library; Exterior Renovation	100,000.00		7					100,000.00
*Dawson Creek; Kiskatinaw Watershed Stewardship (pymt to 2020)	10,000.00		4				10,000.00	-
DC Ski & Rec Assn; Reservoir and Pipeline R&M/Expansion	18,050.00		3					18,050.00
Hats & Chaps Gymkhana Club; Sea Can	6,250.00		3				6,250.00	-
Mob Lk Comm Assn; Shoreline Condition Assessment	11,500.00	9,342.50	1				2,157.50	-
PR Regional Cattlemen's Assoc; Livestock Protection Program	50,000.00		4				50,000.00	-
Sagitawa Christian Camp; Canoes	22,000.00		3					22,000.00
South Peace Mile 0 Park; Rotary Splash Park	750.00		3				750.00	-
	845,800.00						219,157.50	640,050.00
Total Peace River Agreement Bank Balance at Month End				1,317,169.14	1,447,194.17	1,359,905.66	1,265,276.82	5,389,545.79
Total Remaining Commitment				359,251.05	138,000.00	148,205.45	640,050.00	1,285,506.50
Balance available after remaining commitments				957,918.09	1,309,194.17	1,211,700.21	625,226.82	4,104,039.29
				Area B	Area C	Area D	Area E	

*Kiskatinaw Watershed Area D & E Commitments Replenished each year for 5 years to 2020

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

October 19, 2017

Peace River Regional District
BCR/PRA
August 31, 2016

		Area B	Area C	Area D	Area E	Total MMF BCR Grants in lieu
Opening Balance		60,290.54	63,215.40	43,852.39	46,494.52	213,852.85
	January	41.02	43.01	29.84	31.64	145.51
	February	42.85	44.94	29.40	33.05	150.24
	March	45.84	48.06	31.44	35.35	160.69
	April	39.69	41.62	26.68	30.07	138.06
	May	44.46	46.63	29.90	32.22	153.21
	June	42.70	44.77	28.71	30.93	147.11
	July	45.61	47.82	26.07	33.04	152.54
	August	49.02	51.40	28.02	35.51	163.95
	September					-
	October					-
	November					-
						-
2017 Interest		351.19	368.25	230.06	261.81	1,211.31
Expenditures						
Price, Ken; World Championship Sheepdog Trial; Netherlands				1,500.00		1,500.00
Rotary Club; Interac Youth; Belize				1,000.00		
South Peace Arts Council; Circus Camp				825.00	825.00	1,650.00
PRRD; Ch Library mailout costs					2,000.00	2,000.00
Aim Ventures; Doe River Roll Out Bins	*			6,000.00		6,000.00
DC Secondary; A. Sorkin Travel; Rugby				100.00		100.00
Total Expenditures		-	-	9,425.00	2,825.00	12,250.00
Month End Bank Balance		60,641.73	63,583.65	34,657.45	43,931.33	202,814.16
Commitments						
Balance available		60,641.73	63,583.65	34,657.45	43,931.33	202,814.16

* Doe River Roll out bins commitment of $6000. Total cost was $11,985.00

All Regional District Appropriated Surplus Balances as of August 31, 2017

RESERVES

911 Emergency Capital Reserve	$	152,046.31
*BCR/PRA	$	202,814.16
Buick Creek Arena Capital Reserve	$	155,019.76
Buick Creek Arena Operating Res	$	73,800.27
Building Reserve	$	815,278.81
Charlie Lake Fire Capital Reserve	$	539,689.27
Charlie Lake Sewer Capital Reserve	$	127,671.99
Charlie Lake Sewer Operating Reserve	$	78,579.15
Charlie Lake Sewer Treatment/Disposal	$	50,465.34
Charlie Lk Waste Water Truck Facility Res	$	50,465.34
Chetwynd Arena Capital Reserve	$	1,901,066.76
Chetwynd Leis Cntr Capital Reserve	$	1,771,203.36
Chilton Sewer Capital Reserve	$	31,131.52
Chilton Sewer Operating Reserve	$	26,721.94
Chilton Sewer Debenture Reserve	$	-
Clearview Arena Operating Reserve	$	82,166.86
CL DCC Reserve	$	202,619.40
CLFD Fundraising	$	-
CLFD Operating Reserve	$	25,546.52
Comm Parks Water Capital Reserve	$	-
Comm Parks Water Operating Res	$	-
*Community Works (Gas Tax)	$	2,625,306.80
DC/PC Fire Capital Reserve	$	492,789.24
Election Reserve	$	54,260.99
Emergency Plan Reserve	$	277,707.05
*Fair Share	$	9,672,675.90
Feasibility Reserve	$	262,271.29
Friesen Sewer Capital Reserve	$	4,943.88
Friesen Sewer Operating Reserve	$	17,232.35
FSJ Airport Sewer Capital Reserve	$	34,083.43
FSJ Airport Sewer Operating Reserve	$	44,143.05
FSJ Airport Water Capital Reserve	$	12,401.53
FSJ Airport Water Operating Reserve	$	26,258.62
Green "Carbon" Project Reserve	$	23,763.21
Harp/Imp Sewer Capital Reserve	$	13,311.30
Harp/Imp Sewer Operating Reserve	$	13,311.30
Information System Plan Reserve	$	274,347.73
Insurance Reserve	$	479,034.96
Kelly Lake Comm Ctr. Operating Reserve	$	22,665.96
Kelly Lake Comm Ctr. Capital Reserve	$	19,551.56
Kelly Lake Sewer Capital Reserve	$	11,496.02
Kelly Lake Sewer Operating Reserve	$	20,623.66
Landfill Closure Reserve	$	514,122.26
Medical Scholarship Residency Reserve	$	100,728.74
Moberly Lake Fire Capital Reserve	$	15,501.95
North Pine TV Reserve	$	41,956.44
NP Economic Development Commission	$	-
NPEDC Spark Conference Res	$	-
NP Leisure Pool Building Repl Res	$	2,406,454.07
NP Leisure Pool Capital Reserve	$	446,473.28
*Peace River Agreement	$	5,389,545.79
Peace River Agreement Committee Reserve	$	1,014,227.07
Regional Parks Capital Reserve	$	51,412.32
Regional Parks Operating Reserve	$	41,319.24
Rolla Creek Dyke Operating Reserve	$	6,857.84
Rolla Sewer Capital Reserve	$	9,033.47
Rolla Sewer Operating Reserve	$	14,230.36
*Rural (Loan Fund)	$	3,587,408.53
Rural Fringe	$	1,140,229.96
Solid Waste Capital Reserve	$	3,342,426.58
Solid Waste Operating Reserve	$	1,040,182.24
Sub-Reg Recreation Insurance Reserve	$	114,320.62
Tomslake Fire Reserve	$	11,477.26
Vehicle (Admin) Reserve	$	164,428.33
Vehicle (BI) Reserve	$	42,544.56
Vehicle (SW) Reserve	$	99,227.43
TOTAL	$	40,282,574.93

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

M:\Jennifer\MFA Money Market\ 2017 MFA Money Market.xlsx9/08/17 11:38 AM

Loans in Loan Fund	Loans Approved	Loans Issued	Outstanding Loan Balance
Chetwynd Communications Soc (2018)	275,000.00	275,000.00	55,000.00
FSJ New Fire Hall (2020)	750,000.00	750,000.00	100,000.00
NP Farmers Institute; Grain Elevator Upgrades (2021)	300,000.00	300,000.00	240,000.00
Total	1,325,000.00	1,325,000.00	395,000.00

Loan Funds Available:	3,105,000.00

"Grants" from Loan Fund Interest	Committed	Previous Years Paid	Current Year Paid	Remaining
Temporary Storage to Accept Domestic Sewage	600,000.00	448,503.78		151,496.22
Total	600,000.00	448,503.78	-	151,496.22

Interest Grant Funds Available:	$330,912.31
Total RLF Loan & Grant Available:	$3,435,912.31

Community Works (Gas Tax) Commitments	Committed	Previous Years Paid	Current Year Paid	Remaining
Buick Creek Arena; Insulation/Heating Upgrades	5,759.44			5,759.44
Chetwynd Arena; Capital Project	250,000.00			250,000.00
Chetwynd, Dist of; Water Treatment Plant & Runway	150,000.00		150,000.00	-
Clearview Arena; Refrigerant Valve and Brine Floor Pump	11,298.00			11,298.00
Doe River Rec Comm; Septic Tank Upgrades	2,600.00	2,565.50		34.50
Energy & Emissions Climate Action Plan	128,137.00	93,012.40		35,124.60
Electric Vehicle Charging Stations; Frmgton & CL	4,000.00	2,000.00		2,000.00
FSJ Airport Sub H20 Meters & Infrastructure	30,000.00			30,000.00
Kelly Lake Community Centre - Upgrades	50,000.00	48,607.60		1,392.40
Little Prairie Heritage Soc.; Museum Lighting	6,160.00	5,783.85		376.15
Rolla Sewer Lift Station Pumps & Electric	30,000.00	25,940.40		4,059.60
Waste Water Receiving Facility at Charlie Lk	3,500,000.00	3,300,874.20	135,138.14	63,987.66
Weather Stations	18,660.00		18,660.00	-
				-
Total	$4,186,614.44	$3,478,783.95	$303,798.14	$404,032.35

Gas Tax Funds Available:	$2,221,274.45

Peace River Regional District

REPORT

To: Rural Budgets Administration Committee Date: October 10, 2017

From: Trish Morgan, General Manager of Community Services

Subject: Notice of Closed Session – October 19, 2017 Rural Budgets Administration Committee

RECOMMENDATION(S):

That permission be granted to resolve to a closed meeting, pursuant to Section 90(1) of the *Community Charter* which states that a part of a meeting may be closed to the public if the subject matter being considered relates to the following:

> Subject matter: Funding Partnership Proposals from the City of Dawson Creek
> (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public

Staff Initials: Dept. Head: T. Morgan October 19, 2017 CAO: Chi Bik

Updated: June 2, 2017

RURAL BUDGET ADMINISTRATION COMMITTEE

DIARY ITEMS

	Item	Status	Notes	Diarized
1.	Grant-in-Aid	on-going	- contact Kiskatinaw Fall Fair and Sunset Prairie Community Hall reps to discuss future GIA funding; - Camp Sagitawa funding - tightening policy for youth travel grants	March 16, 2017

Tate Creek Community Centre

Proposed Budget

Expenses	Start Up Costs	Year 1 Oct 2017-July 2018
Bank Charges		$100.00
Legal Fees	$2,500.00	
Hydro	$4,000.00	$2,100.00
Natural Gas	$4,500.00	$3,400.00
Water	$440.00	$220.00
Insurance	$8,000.00	$0.00
Snow Removal		$1,000.00
Grass Cutting		$1,500.00
Repairs & Maintenance	$15,000.00	
Bar Supplies		
Dance Expenses		
Waste		
Major Events		
Janitorial		
Total Expenses	$34,440.00	$8,320.00

Have to purchase Zamboni for School floor $5000 estimate only

42,760
+ 5000
47,760