



PEACE RIVER REGIONAL DISTRICT
Rural Budgets Administration Committee Meeting

A G E N D A

Thursday, November 21, 2019
at the Regional District Office Boardroom, 1981 Alaska Avenue,
Dawson Creek, BC **following the EADC Meeting**

1. **CALL TO ORDER** - Director Goodings to Chair the Meeting
2. **DIRECTORS NOTICE OF NEW BUSINESS:**
3. **ADOPTION OF AGENDA:**
4. **ADOPTION OF MINUTES:**
M-1 Rural Budgets Administration Committee Meeting Minutes of October 17, 2019
5. **BUSINESS ARISING FROM THE MINUTES:**
6. **DELEGATIONS:**
7. **CORRESPONDENCE:**
C-1 November 7, 2019 – Email from Susan Giesbrecht, Flatrock Community Cemetery Society – Thank You
8. **REPORTS:**
R-1 November 7, 2019 – Report from Lyle Smith, Chief Financial Officer – Grant Request – Road to World Junior 'A' Hockey Challenge School Program
R-2 November 8, 2019 – Report from Lyle Smith, Chief Financial Officer – Grant Request – Chetwynd Public Library
R-3 November 4, 2019 – Report from Lyle Smith, Chief Financial Officer – October 2019 Financial Report
9. **DISCUSSION ITEMS:**
10. **NEW BUSINESS:**
11. **COMMUNICATIONS:**
12. **DIARY:**
DIA-1 Diary Items
13. **ADJOURNMENT:**



PEACE RIVER REGIONAL DISTRICT
RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING
MINUTES

DATE: Thursday, October 17, 2019

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: **Directors**

Director Hiebert, Meeting Chair
Director Goodings
Director Sperling
Director Rose

Staff

Lyle Smith, Chief Financial Officer
Jill Rickert, Community Services Coordinator
Crystal Brown, Electoral Area Manager
Paulo Eichelberger, General Manager of Development Services
Kari Bondaroff, Environmental Services Manager
Kelsey Bates, Executive Assistant

Others

Call to Order The Chair called the meeting to order at 2:50 pm.

DIRECTORS NOTICE OF NEW BUSINESS: None.

ADOPTION OF AGENDA:

MOVED by Director Rose, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee agenda for the October 17, 2019
meeting be adopted:

1. **CALL TO ORDER** - Director Hiebert to Chair the Meeting
2. **DIRECTORS NOTICE OF NEW BUSINESS:**
3. **ADOPTION OF AGENDA:**
4. **ADOPTION OF MINUTES:**
M-1 Rural Budgets Administration Committee Meeting Minutes of September 12, 2019
5. **BUSINESS ARISING FROM THE MINUTES:**
6. **DELEGATIONS:**
7. **CORRESPONDENCE:**
R-1 September 4, 2019 – Letter from Mona McNalley, Step UP N Ride Society – Thank You
R-2 September 5, 2019 – Letter from Judy Clavier, Willow Valley Cemetery Committee – Thank You
8. **REPORTS:**
R-1 October 7, 2019 – Report from Paulo Eichelberger, GM of Environmental Services – Area B Water – Boundary Capacity Expansion

- R-2 September 30, 2019 – Report from Lyle Smith, CFO – Grant Application – South Peace Art Society, Request for Additional Information
- R-3 September 30, 2019 – Report from Lyle Smith, CFO – Recreational and Cultural Grants-in-Aid – 2015 Unclaimed Allocations
- R-4 October 7, 2019 – Report from Lyle Smith, CFO – Grant Request – Tomslake and District Recreation Commission, Tomslake Cemetery
- R-5 October 8, 2019 – Report from Lyle Smith, CFO – Grant Request – Willow Valley Cemetery
- R-6 August 29, 2019 – Deferred Report from Lyle Smith, CFO – Grant Request – District of Chetwynd, Decontamination Unit for Fire Hall
- R-7 August 30, 2019 – Deferred Report from Lyle Smith, CFO – Grant Request – District of Chetwynd, Cemetery Columbarium
- R-8 August 30, 2019 – Deferred Report from Lyle Smith, CFO – Grant Request – Village of Pouce Coupe, Cemetery
- R-9 October 9, 2019 – Report from Lyle Smith, Chief Financial Officer – September 2019 Financial Report
- R-10 October 10, 2019 Report from Trish Morgan, General Manager of Community Services – Funding for Moberly Lake Volunteer Fire Department Needs Assessment & Review

9. DISCUSSION ITEMS:**10. NEW BUSINESS:****11. COMMUNICATIONS:****12. DIARY:**

DIA-1 Diary Items

13. ADJOURNMENT:**CARRIED****ADOPTION OF MINUTES:**

M-1 MOVED by Director Goodings, SECONDED by Director Sperling,
Sept. 12/19 RBAC That the Rural Budgets Administration Committee Meeting Minutes of September
Minutes 12, 2019 be adopted.

CARRIED**BUSINESS ARISING FROM THE MINUTES:** None.**DELEGATIONS:**

None

CORRESPONDENCE:

C-1 MOVED by Director Rose, SECONDED by Director Goodings,
Sept. 4/19 – Step Up N That the Rural Budgets Administration Committee receive the September 4, 2019
Ride Society – Thank thank you letter from Mona McNally, Step Up N Rise Society for information.
you

CARRIED

C-2 MOVED by Director Goodings, SECONDED by Director Sperling,
Sept. 5/19 – Willow That the Rural Budgets Administration Committee receive the September 5, 2019
Valley Cemetery – thank you letter from Judy Clavier, Willow Valley Cemetery Committee for
Thank You information.

CARRIED**REPORTS:**

R-1 MOVED by Director Goodings, SECONDED by Director Rose,
Oct. 7/19 - Area B That the Rural Budgets Advisory Committee receive the October 7, 2019 report titled
Water – Boundary “Area B Water Boundary Capacity Expansion” for discussion.
Capacity Expansion

CARRIED

MOVED by Director Goodings, SECONDED by Director Rose,
That the Rural Budgets Advisory Committee commit a total of \$162,600 to increase the water storage capacity at the Boundary tankloader station by 20,000 litres, payable from Area B PRA in 2019 and 2020 as follows:

- \$11,500 in 2019 for the procurement process; and
- \$151,100 in 2020 for construction costs; further,

That the Committee amend the F702 – Potable Water Area 2019 budget commitment to:

- a) Increase Transfer from Reserves – Area B Peace River Agreement revenue by \$11,500; and
- b) Increase Consulting Services by \$11,500.

CARRIED

Director Sperling left the meeting at 3:03 pm

The General Manager of Environmental Services and the Environmental Services Manager left the meeting at 3:04 pm.

R-2
Sept. 30/19 - Grant
Application – South
Peace Art Society,
Request for Additional
Information

MOVED by Director Rose, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee receive for discussion the information provided by the South Peace Art Society; and further,

That the Rural Budgets Administration Committee authorize the release of the grant in the amount of \$11,000, payable from Electoral Area D, Peace River Agreement funding (Spending Item #7 – Library, Museums and Art Galleries) to be issued to the South Peace Art Society to support Exhibition and Outreach Art programs offered at the Dawson Creek Art Gallery.

CARRIED

R-3
Sept. 30/19 -
Recreational and
Cultural Grants-in-Aid
- 2015 Unclaimed
Allocations

MOVED by Director Rose, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee authorize the unclaimed portion of Halfway Graham Community Club's 2015 Grants-in-Aid allocation, in the amount of \$874.96, to be returned to Function 280 – Recreation and Culture, Rural Grants-in-aid – Area B.

CARRIED

MOVED by Director Goodings, SECONDED by Director Rose,
That the Rural Budgets Administration Committee authorize the unclaimed portion of Wonowon Horse Club's 2015 Grants-in-Aid allocation, in the amount of \$35.00, to be returned to Function 280 – Recreation and Culture, Rural Grants-in-aid – Area B.

CARRIED

R-4
Oct. 7/19 - Grant
Request – Tomslake
and District Recreation
Commission, Tomslake
Cemetery

MOVED by Director Goodings, SECONDED by Director Rose,
That the Rural Budgets Administration Committee authorize a grant to the Tomslake and District Recreation Commission in the amount requested of \$1,200, payable from Function 285 – Cemeteries – B, C, D, & E from the Cemetery Grants-in-Aid, Area D expense line to assist with the cost of the annual maintenance and upkeep done at the Tomslake Cemetery.

CARRIED

The General Manager of Community Services joined the meeting at 3:08 pm

R-5

Oct. 8/19 - Grant
Request – Willow
Valley Cemetery
Committee

MOVED by Director Rose, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee authorize a grant to the Willow Valley Cemetery Committee in the amount requested of \$1,200, payable from Function 285 – Cemeteries – B, C, D, & E from the Cemetery Grants-in-Aid, Area E expense line to assist with the cost of the annual maintenance and upkeep done at the Willow Valley Cemetery.

CARRIED

R-6

Aug. 29/19 - Grant
Request – District of
Chetwynd,
Decontamination Unit
for Fire Hall (Deferred
from Sept. 12/19
RBAC Meeting)

MOVED by Director Rose, SECONDED by Director Goodings,
That the August 29, 2019 report titled “Grant Request – District of Chetwynd, Decontamination Unit for Fire Hall” be deferred until further information on the cost estimates be received from the District of Chetwynd.

CARRIED

R-7

Aug. 30/19 - Grant
Request – District of
Chetwynd, Cemetery
Columbarium
(Deferred from the
Sept. 12/19 RBAC
Meeting)

MOVED by Director Rose, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee authorize a grant to the District of Chetwynd in the amount requested of \$9,747.50, payable from Function Area E PRA, spending item #4, to assist with the cost of a columbarium at the Chetwynd Cemetery; further,

That the Committee amend the F285 – Cemeteries B,C, D, and E 2019 budget to:

- a) Increase Transfer from Peace River Agreement – Area E Peace River Agreement revenue by \$9,747.50; and
- b) Increase Cemetery GIA – Area E by \$9,747.50.

CARRIED

MOVED by Director Rose, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee draft an agreement regarding annual cemetery funding between the Peace River Regional District’s Electoral Area E, and the District of Chetwynd.

CARRIED

R-8

Aug. 30/19 - Grant
Request - Village of
Pouce Coupe,
Cemetery (Deferred
from the Sept. 12/19
RBAC Meeting)

MOVED by Director Rose, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee authorize a grant to the Village of Pouce Coupe in the amount requested of \$1,500, payable from Function 285 – Cemeteries – B, C, D, & E on the Cemetery Grants-in-Aid – Area D expense line to assist with operation and maintenance of the Pouce Coupe Cemetery.

CARRIED

R-9

Oct. 9/19 – September
2019 Financial Report

MOVED by Director Goodings, SECONDED by Director Rose,
That the Rural Budgets Administration Committee receive the September 2019 Financial Report for discussion.

CARRIED

R-10
Oct. 10/19 - Funding
for Moberly Lake
Volunteer Fire
Department Needs
Assessment & Review

MOVED by Director Rose, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee allocate a maximum of \$50,000
from Area E Peace River Agreement Funds – Spending Item 6 Fire Protection, for the
purpose of conducting a needs assessment and review of the Moberly Lake
Volunteer Fire Department in order to identify options for the operation of the
department; further,

That the Committee amend the F335 – Moberly Lake Rural Fire 2019 budget to:

- a) Increase Transfer from Area E PRA Spending Item 6 Fire Protection revenue
by \$50,000; and
- b) Increase contracted services by \$50,000.

CARRIED

DISCUSSION ITEMS:

None.

NEW BUSINESS:

None.

COMMUNICATIONS:

None.

DIARY:

DIA-1

No changes were made to the Diary.

ADJOURNMENT

The Chair adjourned the meeting at 3:48 p.m.

Director Hiebert, Meeting Chair

Kelsey Bates, Executive Assistant

Jill Rickert

From: [REDACTED]
Sent: Thursday, November 7, 2019 6:31 PM
To: Jill Rickert
Subject: Photos of completed fence project at Flatrock Cemetery

CAUTION: This email originated from outside of the organization.

November 7, 2019

Hi Jill,

On behalf of the Flatrock Community Cemetery Society, I would like to again express appreciation for the grant that was extended to our Society in 2018 to fence the perimeter of our cemetery.

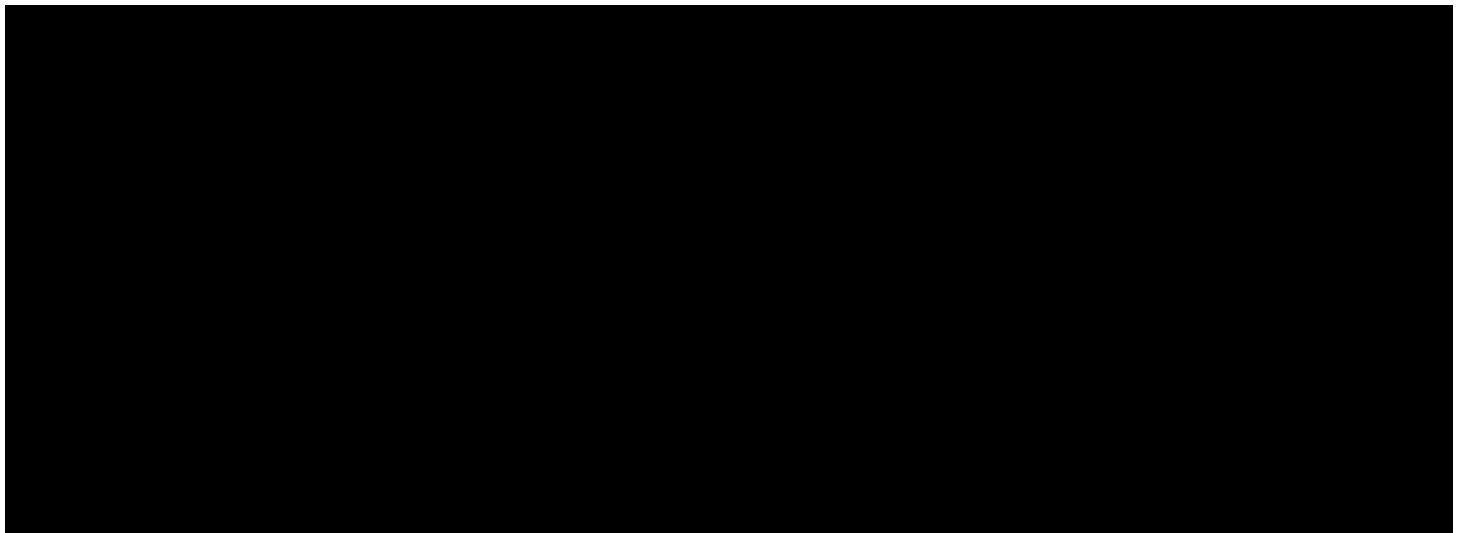
We were able to complete the wooden rail fence this fall and are proud of this upgrade to this meaningful community site.

Attached you should find 3 photos showing the finished product.

Thanks again to the PRRD!

Sincerely,

Susan Giesbrecht
Flatrock Community Cemetery Society







REPORT

To: Rural Budgets Administration Committee

Date: November 7, 2019

From: Lyle Smith, Chief Financial Officer

Subject: Grant Request – Road to World Junior ‘A’ Hockey Challenge School Program

RECOMMENDATION:

That the Rural Budgets Administration Committee authorize a grant in the amount requested of \$5,000 payable in the equal amounts of \$2,500 from Electoral Area B, BC Rail/Peace River Agreement funds and Electoral Area C, BC Rail/Peace River Agreement funds, to be issued to Tourism Dawson Creek to assist with the Road to World Junior ‘A’ Hockey Challenge School Program at Baldonnel Elementary School and Upper Pine Elementary Junior Secondary School; and further;

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

1. Increase Transfer from Reserves – BC Rail/Peace River Agreement revenue by \$5,000; and
2. Increase General Grants, Rural Grant-in-Aid – Electoral Area B expense by \$2,500; and
3. Increase General Grants, Rural Grant-in-Aid – Electoral Area C expense by \$2,500.

BACKGROUND/RATIONALE:

The “Road to World Junior ‘A’ Challenge” School Program is part of a series of events leading up to the 2019 World Junior ‘A’ Challenge (WJAC) being held in Dawson Creek from December 7th - 15th. In partnership with Hockey Canada, BC Hockey and WJAC teams will visit elementary schools in the region to deliver a floorball presentation. Each school visited will see a demonstration on the sport and a legacy will be left in the donation of two (2) sets of floorball equipment. Floorball is a gym-based, fast and exciting game that promotes end-to-end play, quick transitions and fluid game play while promoting the importance of safety and sportsmanship and is now part of the school curriculum.

This grant application is being brought forward to the Rural Budgets Administration Committee at the request of the Electoral Area B and Electoral Area C Directors who wish to provide grant funding to support this event as outlined in the recommendations section of this report.

For further details of this program, please see the attached grant application.

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee deny the grant request from Tourism Dawson Creek and provide no grant funding to support the Road to World Junior “A” Hockey Challenge School Program.
2. That the Rural Budgets Administration Committee provide further direction.

Staff Initials:

Dept. Head:

CAO:

Page 1 of 2

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

- As of October 31, 2019 the balance available for Electoral Area B BC Rail/Peace River Agreements funds was \$55,818.59.
- As of October 31, 2019 the balance available for Electoral Area C BC Rail/Peace River Agreements funds was \$43,219.79.

COMMUNICATIONS CONSIDERATION(S):

The applicant will be advised of the Committee’s decision in writing and will be asked to ensure the Regional District is recognized for their contribution as per the PRRD Recognition Guidelines.

OTHER CONSIDERATION(S):

None.

Attachments:

1. Grant Application



Society #:

Name:

Civic Address:

Mailing Address:

City: Postal Code:

Contact Person: Alternate Person:

Tel: Tel:

Email: Email:

Total cost of Road to
World Junior A Challenge
Event is \$9,500

SOCIETY EXECUTIVES**PROJECT COSTS**

President:

Vice President:

Treasurer:

Total Cost of Project:

Amount Requested per

For how many years? 1 yr 2 yrs 3 yrs

\$2,500 each Electoral Area

Have you applied to a municipality for funding? Yes No If so, how much did you apply for?

Was your application successful? Yes No If so, how much did you receive?

Describe the project for which your organization is requesting a grant and the reason for your request.
If more space is needed, please add it as an attachment to your application.

ATTACHMENTS REQUIRED:

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

Signature of Applicant:

Date:

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Fair Share: B C D E
PRA: B C D E
BCR/PRA: B C D E

Gas Tax:
Other:



Road to World Junior A Challenge

In partnership with Hockey Canada, BC Hockey will run several events leading up to the World Junior A Challenge to help grow the game in the region.

BC Hockey will visit four (4) elementary schools (Tumbler Ridge, Chetwynd, Fort St John and Dawson Creek) to deliver a floorball presentation and leave the floorball equipment and program for the school to implement. We would target First Nations schools in those areas. The focus would be to grow the game and promote healthy living. BC Hockey will work with visiting teams to help deliver the demonstration to the students. This will in turn help with promotion of the World Junior A Challenge and have a positive and lasting impact on the surrounding communities.

Friday night we could host an informational session for North East District coaches on cross-ice hockey and the Atom Pathway. Hockey Canada representative on site to present and mentor local coaches on how to implement the programs. Some coaches are either new or unfamiliar with the programs, so this would be of great benefit to them. Other ideas: offer discounts on tickets for attending, attend a game following the info session (will have to move to another night and could be held in the lobby) and tournament promotion.

BC Hockey will also hold a Skill Development Session. This would be similar to the skills camps Hockey Canada hosted during the World Juniors in Vancouver and Victoria. Hockey Canada can set them up and we will staff them. We will have help from local coaches and older minor hockey players to work with Novice/Atom players on the ice. There is an opportunity to increase the multiple skills sessions based on demand.

Budget	
Travel:	\$2,600.00 (3 flights 1-PG-FSJ, 2 flight Vic-FSJ and car rental) 1-person flying from Prince George to Fort St John from December 2-8 on Central Mountain Air Cost:400.00 1-person flying from Victoria to Fort St John from December 2-8 on Air Canada Cost: 550.00 1-person flying from Victoria to Fort St John from December 5-8 on Air Canada Cost: 450.00 Total Flight costs: \$1400.00 Car rental from December 2-8 \$171.50 x 7 days: \$1200.00
Accommodation:	\$2,250.00 2-people for 6 nights in hotel rooms at \$150.00 a night 1-person for 3 nights in hotel rooms at \$150.00 a night
Food:	\$1080.00 2-people at \$60.00 dollars per day for 7 days 1-person at \$60.00 dollars per day for 4 days
Shipping:	\$570.00 Shipping Supplies to and from Victoria for the school visits: Floor ball equipment, set up at the schools (banners, our mascot and all items for the school visits)
Other:	\$3,000.00 (4 sets of floorball equipment—Includes 20 sticks and a bag) \$700.00 per set of 20 sticks \$50.00 for each bag
Total:	\$9,500.00



Schedule of Events	
December 2, 2019	
Dawson Creek	Travel
December 3, 2019	
Tumbler Ridge	Russia Training Camp School Visit
December 4, 2019	
Chetwynd	School Visit
December 5, 2019	
Fort St John	Exhibition Game School Visit
Chetwynd	Exhibition Game
December 6, 2019	
Dawson Creek	2-School Visit Coach Workshop Meeting with Hockey Canada – future events
December 7, 2019	
Dawson Creek	Skill Development Camp in the afternoon World Junior A Challenge Starts in the evening
December 8, 2019	
Travel	



The proposed program would be delivered in Electoral area b and C in Upper Pine and Baldonnel Elementary schools.

The partnership funding would support the flights, accommodations, rental vehicle meals and per diem for the BC Hockey staff that will assist our Host committee to deliver the event, plus \$750.00 of equipment that will be left with each of the schools.

As well Both Electoral Area Directors value added tickets to attend games of their choice, except Bronze and gold medal games (twenty total tickets per director)

Below is an outline of the proposed visit and outline of curriculum details:

**Road to the World Junior A Challenge
SCHOOL PROGRAM**

The Road to the World Junior A Challenge will encompass a tour of North Eastern BC schools. The community engagement was the centerpiece of the proposed legacy for this year’s 2019 World Junior A Challenge to be held this coming December in Dawson Creek.

Regional Communities will also be a part of the event with pre camps in Tumbler ridge and a pre game competition to be held in Chetwynd. Additionally two games will be hosted in Fort St John.

The plan for each stop of the Road Tour is to visit an elementary school to deliver a 45-minute presentation. The presentation will include following details:

- Promotion of sport participation and healthy living
- Demonstrate basic hockey skills utilizing floorball equipment
- Donate floorball equipment with the BC Hockey floorball school curriculum
- Allow for pictures with the BC Hockey mascot

Floorball ‘In our Schools Program’

BC Hockey is committed to doing the most for all students to experience life’s learning outcomes through a hockey component that complements the Ministry of Education, Health and Education curriculum. It is through this commitment that a curriculum was introduced into classrooms. The curriculum encourages participation in and appreciation of Canada’s national game while promoting healthy living.

The gym-based program can be implemented utilizing floorball equipment. For each school that is visited, a legacy will be left in the donation of two (2) sets of floorball equipment. A curriculum will be coupled with the equipment to provide teachers the ability to implement a program.

The purpose of the Program is:

- To introduce BC students to Canada’s national game
- To support the physical education curriculum with a hockey component
- To have local hockey leaders with educational background mentor classroom teachers
- To help students to learn to play
- To demonstrate a partnership with the Ministry of Education, school districts, schools and communities
- To promote healthier lifestyles with increased physical activity
- To improve academic achievement through healthier bodies
- To reduce absences during school and throughout careers

Proposed School Visit Schedule

Item	Start Time	End Time
Arrive at elementary school	9:00 AM	9:00 AM
Meet with physical education and administration staff	9:15 AM	10:00 AM
Presentation set-up	10:00 AM	11:00 AM
School presentation	11:00 AM	11:45 AM
Clean up and tear down	11:45 AM	12:30 PM





REPORT

To: Rural Budgets Administration Committee

Date: November 8, 2019

From: Lyle Smith, Chief Financial Officer

Subject: **Grant Request – Chetwynd Public Library**

RECOMMENDATION:

That the Rural Budgets Administration Committee authorize a grant in the amount requested of \$3,000 payable from Electoral Area E, Peace River Agreements (Spending Item #4 Assistance to Other Organizations), to be issued to the Chetwynd Public Library for the purpose of hosting the Annual Seniors Community Christmas Dinner; and further,

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

1. Increase Transfer from Reserves –Peace River Agreement revenue by \$3,000; and
2. Increase General Grants, Rural Grant-in-Aid – Electoral Area E expense by \$3,000.

BACKGROUND/RATIONALE:

The Chetwynd Public Library is applying for grant assistance to host their Annual Seniors Community Christmas Dinner. This is an annual function of the library that brings together members of the community residing in Chetwynd and the surrounding rural areas. It is a creative and inclusive gathering that encourages and promotes healthy living through social interaction, laughter and holiday spirit. The total cost to host this event is \$6,000 and the applicant is asking for support in the amount of \$3,000.

The Chetwynd Public Library operates under the guidance of the Chetwynd Public Library Association, a volunteer board consisting of representatives from the Peace River Regional District, the District of Chetwynd Council, elected community volunteers and the Library Director. BC Public Libraries are established under the *Library Act of BC* and follow the governance outlined therein.

For more detailed information, please see the attached grant application.

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee deny the grant request from the Chetwynd Public Library and provide no grant funding for the purpose of hosting the Annual Seniors Community Christmas Dinner.
2. That the Rural Budgets Administration Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

Staff Initials:

Dept. Head:

CAO:

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FINANCIAL CONSIDERATION(S):

- As of October 31, 2019 the balance available after remaining commitments for Electoral Area E Peace River Agreements was \$1,198,460.56

COMMUNICATIONS CONSIDERATION(S):

The applicant will be advised of the Committee's decision in writing and will be asked to ensure the Regional District is recognized for their contribution as per the PRRD Recognition Guidelines.

OTHER CONSIDERATION(S):

None.

Attachments:

1. Grant Application



Society #:

Name:

Civic Address:

Mailing Address:

City: Postal Code:

Contact Person: Alternate Person:

Tel: Tel:

Email: Email:

SOCIETY EXECUTIVES

President:

Vice President:

Treasurer:

PROJECT COSTS

Total Cost of Project:

Amount Requested per

For how many years? 1 yr 2 yrs 3 yrs

Have you applied to a municipality for funding? Yes ☐ No ☐ If so, how much did you apply for?

Was your application successful? Yes ☐ No ☐ If so, how much did you receive?

Describe the project for which your organization is requesting a grant and the reason for your request.

If more space is needed, please add it as an attachment to your application.

ATTACHMENTS REQUIRED:

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

Signature of Applicant: _____

Date: _____

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Fair Share: B C D E
PRA: B C D E
BCR/PRA: B C D E

Gas Tax: _____
Other: _____

November 05, 2019

Chetwynd Public Library

PO Box 1420

Chetwynd, BC V0C 1J0

Annual Seniors Community Christmas Dinner

EXPENSES

Dinner	\$	4,500.00	
Kitchen Rental	\$	200.00	
Advertising	\$	300.00	
Door Prizes	\$	300.00	
Party Favours & Games	\$	300.00	
Decorations	\$	200.00	
Clean-up help	\$	100.00	<i>fundraising</i>
Event help	\$	100.00	<i>groups</i>
TOTAL	\$	6,000.00	

CHETWYND PUBLIC LIBRARY
Statement of Financial Position
December 31, 2018

(Unaudited - See Review Engagement Report)

	2018	2017
ASSETS		
CURRENT		
Cash	\$ 1,046,109	\$ 958,561
Receivables	156	1,359
Goods and services tax receivable	2,675	3,118
Prepaid expenses	14,729	1,783
	1,063,669	964,821
TANGIBLE CAPITAL ASSETS		
(Note 3)	543,544	571,273
	\$ 1,607,213	\$ 1,536,094
LIABILITIES AND NET ASSETS		
CURRENT		
Trade payables	\$ 15,141	\$ 18,961
WCB payable	360	419
	15,501	19,380
NET ASSETS		
Invested in tangible capital assets	543,544	571,273
Externally restricted	38,041	32,704
Internally restricted	824,429	318,667
Unrestricted	185,698	594,070
	1,591,712	1,516,714
	\$ 1,607,213	\$ 1,536,094

Director

Director

See accompanying notes to the financial statements

CHETWYND PUBLIC LIBRARY
Statement of Operations and Changes in Net Assets
Year Ended December 31, 2018
(Unaudited - See Review Engagement Report)

	Operating Fund	Externally Restricted Fund	Internally Restricted Fund	Capital Fund	2018	2017
REVENUE						
Book Sales	182	-	-	-	182	383
Fundraising	3,780	-	4,204	-	7,984	63,275
Grants						
Peace River Regional District	460,150	-	-	-	460,150	460,150
Provincial operating	16,720	-	-	-	16,720	16,963
Interlibrary loan	1,861	-	-	-	1,861	1,172
Equity	9,691	-	-	-	9,691	9,710
One card program	7,400	-	-	-	7,400	7,400
Imagine grant	-	-	5,000	-	5,000	-
CALP	-	10,000	-	-	10,000	12,827
Other	5,959	10,239	12,483	-	28,681	41,627
Interest and miscellaneous	4,762	-	-	-	4,762	3,085
Overdue and damaged book fees	121	-	-	-	121	382
Photocopies	3,756	-	-	-	3,756	3,978
Rent - Bistro	10,831	-	-	-	10,831	10,706
Rentals	3,157	-	-	-	3,157	2,256
	528,370	20,239	21,687	-	570,296	633,914
<i>EXPENSES (page 10)</i>	431,508	11,590	15,925	36,275	495,298	519,147
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	96,862	8,649	5,762	(36,275)	74,998	114,767

Sander Rose Bone Grindle LLP
 CHARTERED PROFESSIONAL ACCOUNTANTS

See accompanying notes to the financial statements

CHETWYND PUBLIC LIBRARY

Statement of Changes in Fund Balances
Year Ended December 31, 2018

(Unaudited - See Review Engagement Report)

	Operating Fund	Externally Restricted Fund	Internally Restricted Fund	Capital Fund	2018	2017
FUND BALANCES, beginning of the year	\$ 594,070	\$ 32,704	\$ 318,667	\$ 571,273	\$1,516,714	\$ 1,401,947
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	96,862	8,649	5,762	(36,275)	74,998	114,767
	690,932	41,353	324,429	534,998	1,591,712	1,516,714
INTERFUND TRANSFERS						
Tangible capital asset purchases	(5,434)	(3,312)	-	8,746	-	-
Tangible capital asset proceeds on disposal	200	-	-	(200)	-	-
Transfer to internally restricted - building	(500,000)	-	500,000	-	-	-
	(505,234)	(3,312)	500,000	8,546	-	-
FUND BALANCES, end of year	\$ 185,698	\$ 38,041	\$ 824,429	\$ 543,544	\$1,591,712	\$ 1,516,714

See accompanying notes to financial statements

CHETWYND PUBLIC LIBRARY**Statement of Cash Flows****Year Ended December 31, 2018***(Unaudited - See Review Engagement Report)*

	2018	2017
OPERATING ACTIVITIES		
Excess of revenue over expenses	\$ 74,998	\$ 114,767
Items not affecting cash		
Amortization of capital assets	36,275	38,918
Changes in non-cash working capital accounts		
Receivables - decrease	1,203	4,699
Goods and services tax receivable - decrease	443	60
Prepaid expenses - (increase) decrease	(12,946)	5,881
Payables - (decrease)	(3,820)	(5,876)
Source deductions (decrease)	-	(271)
WCB payable - (decrease) increase	(59)	48
Net cash from operating activities	96,094	158,226
INVESTING ACTIVITIES		
Purchase of tangible capital assets	(8,746)	(19,005)
Proceeds on disposal of tangible capital assets	200	-
Net cash from investing activities	(8,546)	(19,005)
INCREASE IN CASH	87,548	139,221
CASH - BEGINNING OF YEAR	958,561	819,340
CASH - END OF YEAR	\$ 1,046,109	\$ 958,561

See accompanying notes to the financial statements

CHETWYND PUBLIC LIBRARY
Schedule of Expenses
Year Ended December 31, 2018
(Unaudited - See Review Engagement Report)

	Operating Fund	Externally Restricted Fund	Internally Restricted Fund	Capital Fund	2018	2017
Advertising and promotion	\$ 3,771	\$ 151	\$ 260	\$ -	\$ 4,182	\$ 4,193
Amortization	-	-	-	36,275	36,275	38,918
Books	28,931	103	20	-	29,054	43,329
Insurance	3,971	-	-	-	3,971	4,263
Janitorial	18,421	-	21	-	18,442	16,616
Memberships	798	-	-	-	798	859
Office Expenses	6,709	18	29	-	6,756	13,019
Photocopier	8,672	-	-	-	8,672	7,369
Professional development	407	-	-	-	407	2,813
Professional fees	5,710	-	-	-	5,710	6,970
Program supplies	8,440	11,056	15,595	-	35,091	39,441
Rent	603	-	-	-	603	-
Repairs and maintenance	3,497	-	-	-	3,497	6,549
Technical support	27,358	-	-	-	27,358	25,937
Telephone and utilities	17,827	-	-	-	17,827	19,487
Travel and conference	2,180	262	-	-	2,442	6,001
Wages and benefits	294,213	-	-	-	294,213	283,383
	\$ 431,508	\$ 11,590	\$ 15,925	\$ 36,275	\$ 495,298	\$ 519,147

Sander Rose Bone Grindle LLP
 CHARTERED PROFESSIONAL ACCOUNTANTS



PEACE RIVER REGIONAL DISTRICT

REPORT

To: Rural Budgets Administration Committee

Date: November 4, 2019

From: Lyle Smith, Chief Financial Officer

Subject: October 2019 Financial Report

RECOMMENDATION:

That the Rural Budgets Administration Committee receive the October 2019 Financial Report for discussion.

BACKGROUND/RATIONALE:

Not Applicable.

ALTERNATIVE OPTIONS:

Not Applicable.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

None.

COMMUNICATIONS CONSIDERATION(S):

None.

OTHER CONSIDERATION(S):

None.

Attachments:

1. Grants in Aid: Summary of Payables, Youth Travel and Scholarship Information
2. Fair Share Commitments
3. Peace River Agreement Commitments
4. BCR/PRA Commitments
5. Reserve Balances
6. Loans Fund and Gas Tax Commitments

Staff Initials:

Dept. Head:

CAO:

Page 1 of 1

 Peace River Regional District Grants-In-Aid Summary of Payables		4-Nov-2019						
Current Year Allocation		2014	2015	2016	2017	2018	2019	GIA Remaining
		Budget	Budget	Budget	Budget	Budget	Budget	
		103,000.00	200,000.00	103,000.00	103,000.00	103,000.00	130,000.00	
AREA B		Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
		94,608.17	189,845.00	103,000.00	103,000.00	103,000.00	130,000.00	
	Big Bam Ski Hill	-				-		-
12,000.00	Buick Creek Community Club	-	-		-	-	12,000.00	12,000.00
	Cache Creek Community Club	-				-		-
19,000.00	Cecil Lake Rec. Commission	-				-	12,324.62	12,324.62
1,000.00	Fort St. John Gradfest	-	-	-	-	-	1,000.00	1,000.00
-	Golata Creek Recreation Society	-		1,894.09		--		1,894.09
15,103.00	Goodlow Community Club	-		8,023.16		--	-	8,023.16
	Halfway Graham Community Club	-	(0.00)			-		(0.00)
18,347.00	King's Valley Christian Camp	-	-		-		18,347.00	18,347.00
17,500.00	Montney Rec. Commission	-	-	-	686.42	4,623.28	17,500.00	22,809.70
3,380.00	North Peace 4-H District Council	-	-	-	-	-	-	-
1,050.00	North Peace Fall Fair Society	-	-	-	-	-	-	-
4,000.00	North Peace Historical Society	-	-	-	-	0.00	-	0.00
	North Peace Light Horse Assn.	-	-			-		-
	North Peace Ride for Disabled		-					-
17,000.00	Osborn Community Club	-	2,830.05	1,656.42		1,678.00	16,070.00	22,234.47
12,120.00	Rock of Ages Bible Camp						3,386.23	3,386.23
7,000.00	Rose Prairie Curling Society	-	-	(0.00)	0.00	-	1,729.75	1,729.75
	Wonowon Horse Club		-		-			-
1,000.00	Area B Rural Bursary	-	-	-	-	-	-	-
1,500.00	Youth Travel		-	-	-	-	1,300.00	1,300.00
130,000.00	Total Area B	-	2,830.05	11,573.67	686.42	6,301.28	83,657.60	105,049.02
		2014	2015	2016	2017	2018	2019	GIA Remaining
		Budget	Budget	Budget	Budget	Budget	Budget	
		112,025.88	100,000.00	80,000.00	80,000.00	50,000.00	60,000.00	
AREA C		Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
		93,297.04	81,250.00	72,900.86	53,319.11	42,150.00	60,000.00	
	Big Bam Ski Hill	-						-
16,746.76	Charlie Lake Community Club	-	-	0.00		7,407.00	16,746.76	24,153.76
1,000.00	Fort St. John Gradfest	-	-	-	-	-	1,000.00	1,000.00
26,753.24	Lake Point Golf Club	-			-		26,753.24	26,753.24
	North Peace 4H District Council	-						-
3,500.00	North Peace Fall Fair Society	-	-	-	-	-	1,599.25	1,599.25
10,000.00	North Peace Historical Society	0.00	-	-	-	1,509.86	-	1,509.86
	North Peace Light Horse Assn.	-	-			-		-
1,000.00	*Area C Scholarship		-	-	-	-	-	-
1,000.00	Youth Travel	-	-	-	-	-	800.00	800.00
60,000.00	Total Area C	0.00	-	0.00	-	8,916.86	46,899.25	55,816.11

		2014	2015	2016	2017	2018	2019	GIA Remaining
		Budget	Budget	Budget	Budget	Budget	Budget	
		103,150.00	102,000.00	102,000.00	102,000.00	102,000.00	103,000.00	
		Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
AREA E		103,150.00	102,000.00	102,000.00	102,000.00	102,000.00	103,000.00	
8,307.24	Camp Emile	-	-	-	-	-	8,307.24	8,307.24
	Chetwynd & Dist Rec. Centre	-	-	-	-	-	-	-
10,000.00	Chetwynd Electric Eels Swim Assn.	-	-	-	-	-	10,000.00	10,000.00
3,773.76	Chetwynd Gymkhana	-	-	63.08	-	-	3,773.76	3,836.84
23,300.00	Chetwynd Rod & Gun Club	-	-	-	-	-	-	-
8,000.00	Chetwynd Social Planning Society	-	-	-	-	-	-	-
5,040.00	Chetwynd Horse Club Society	-	-	-	761.25	2,231.25	5,040.00	8,032.50
10,325.00	Foothills Team Roping Club	-	-	-	-	-	35.00	35.00
	Jackfish Community Association	-	-	2,080.56	15,500.00	-	-	17,580.56
15,000.00	Little Giants Figure Skating Club	-	-	-	-	-	15,000.00	15,000.00
8,675.00	Little Prairie Heritage Society	-	-	-	311.98	3,452.91	6,267.52	10,032.41
5,000.00	Moberly Lake Community Assn.	-	-	-	973.89	-	2,788.95	3,762.84
	Pine Valley Exhibition Park Soc.	-	-	-	2,235.49	3,785.80	-	6,021.29
	Pine Valley Motor Sports	-	-	-	-	-	-	-
2,579.00	Pine Valley Seniors Assn.	-	-	-	-	221.00	2,579.00	2,800.00
	Sagittawa Christian Camping Society	-	-	-	-	-	-	-
1,000.00	Area E West Bursary	-	-	-	-	-	1,000.00	1,000.00
2,000.00	Youth Travel	-	-	-	-	-	2,000.00	2,000.00
103,000.00	Total Area E	-	-	2,143.64	19,782.61	9,690.96	56,791.47	88,408.68
		2014	2015	2016	2017	2018	2019	GIA Remaining
		Budget	Budget	Budget	Budget	Budget	Budget	
		150,084.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	
		Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
SUB-REGIONAL		150,084.00	150,000.00	150,049.93	150,000.00	150,000.00	150,000.00	
11,173.19	ARK - Dawson Creek Youth Centre Society	-	-	-	-	-	11,173.19	11,173.19
6,000.00	Bessborough Community Club	-	-	-	-	-	6,000.00	6,000.00
10,607.66	Cutbank Community Club	-	-	-	-	-	-	-
23,673.19	Dawson Creek Sportsman's Club	-	-	-	-	16,000.00	23,673.19	39,673.19
	Doe River Gymkhana Club	-	-	4,047.05	-	-	-	4,047.05
7,699.91	Doe River Recreation Commission	-	-	-	-	-	7,699.91	7,699.91
11,173.19	Farmington Community Association	-	-	-	-	-	11,173.19	11,173.19
2,200.00	Groundbirch Rec. Commission	-	-	-	-	-	2,200.00	2,200.00
	Hats n' Chaps Gymkhana	-	-	6,558.72	-	-	-	6,558.72
2,000.00	Kilkerran Recreation Commission	-	-	-	2,000.00	1,125.00	2,000.00	5,125.00
	Kiskatinaw Fall Fair	-	-	-	2,433.11	47.79	-	2,480.90
13,980.10	McLeod Rec. & Social Services Society	-	-	-	-	-	13,980.10	13,980.10
10,673.19	Rolla Ratepayers	-	-	-	-	-	10,673.19	10,673.19
15,673.19	Sunset Prairie Recreation Commission	-	-	(0.00)	2,126.23	42.83	6,484.69	8,653.75
800.00	Swan Lake Enhancement Society	-	-	-	-	-	-	-
	Sweetwater 905 Society	-	-	-	225.00	-	-	225.00
6,000.00	Tomslake Community Cultural Assn.	-	-	-	-	-	6,000.00	6,000.00
11,673.19	Tomslake & District Rec Commission	-	-	-	-	-	11,673.19	11,673.19
12,173.19	Tupper Community Club	-	-	-	-	2,207.84	1,330.10	3,537.94
3,000.00	Post Secondary Trade Bursary & Scholarship	-	-	-	-	-	3,000.00	3,000.00
1,500.00	Youth Travel	-	-	-	-	-	1,450.00	1,450.00
150,000.00	Total Sub-Regional	-	-	10,605.77	6,784.34	19,423.46	118,510.75	155,324.32
		2014	2015	2016	2017	2018	2019	TOTAL
443,000.00	COMBINED GRAND TOTALS	0.00	2,830.05	24,323.08	27,253.37	44,332.56	305,859.07	404,598.13

Youth Travel Recipient Information ***

Date	Recipient	Total To-Date	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Approved	Area B											
	Midget A flyers - FSJ											150
	Peewee A Flyers - FSJ											50
	Midget Predators Provincials Hockey										150	
	NPSS Provincial Curling										50	
	High School Rodeo of BC Northern Region	1,000	500			500				500		
	High School Rodeo of BC Northern Region - Megan Smith	500					500					
	U18 Team Tremblay									250		
	U18 Team Boorse									500		
	Mixed Doubles Team Lawrence/Smith									250		
	Team Tremblay Juvenile boys curling (PRA league)	500							500			
	TOTAL granted for year		500	1,500	0	1,500	1500	1500	1500	1500	1500	1500
	TOTAL used		500	0	0	500	500	0	500	1500	200	200
	BALANCE Remaining		0	0	0	0	0	0	0	0	0	1300 *
Approved	Area C											
	Midget A flyers - FSJ											100
	Peewee A Flyers - FSJ											100
	Midget Predators Provincials Hockey										50	
	NPSS Provincial Curling										50	
	Inconnu Swim Club	300		300								
	High School Rodeo of BC Northern Region	2,000	500		500	500		500		500		
	U18 Predators Girls Hockey Team - Provincials									500		
	TOTAL granted for year		1,000	1,000	1,000	1,000	1000	1000	1000	1000	1000	1000
	TOTAL used		500	300	500	500	0	500	0	1000	100	200
	BALANCE Remaining		0	0	0	0	0	0	0	0	0	800 *
Approved	Area E											
	3 Nations Midget Hockey	650		350		300						
	Auroras Speed Skating Club	250		250								
	Chetwynd District Minor Hockey - Lonestar Tier 3 PeeWee Provincials									500		
	Chet Girls Club Volleyball	1,050	250		500		300					
	Chet Scotiabank Bantam Giants Hockey	850	350		500							
	Chet Secondary Boys Wrestling	350	350									
	Chet Secondary Girls Volleyball	3,250	250		200	800		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		
20-Dec-18	Chet Sr. Boys Volley Provincials										150	
	TOTAL granted for year		2,000	2,000	2,000	2,000	3005.26	2000	2000	2000	2000	2000
	TOTAL used for year		1,200	900	2,000	1,400	800	2000	1500	2000	150	0
	BALANCE Remaining		0	0	0	0	0	0	0	0	0	2000 *
Approved	Sub-Regional											
	A. Sorken - Rugby Western Canadians											50
	DCSS - South Peace Campus Peace Rugby Girls										250	
	DCSS - South Peace Campus Track & Fid Provincials										150	
	Midget Predators Provincials Hockey										50	
	Northern BC High School Rodeo	2,000			1,000	1,000						
	DC U14 Volleyball Team Dynamite	500							500			
	DCVC U17_18 Girls Volleyball	500							500			
	Juvenile Boys Curling Team (alberta league)	500							500			
	Ron Pettigrew Sr. Boy Basketball									500		
	DC Volleyball Club u15, u16, u17_18									1000		
20-Dec-18	DCSS Grade 9 Girls Volleyball										250	
	TOTAL granted for year		1,500	1,500	1,500	1,500	1500	1500	1500	1500	1500	1500
	TOTAL used for year		0	0	1,000	1,000	0	0	1500	1500	700	50
	BALANCE Remaining		0	0	0	0	0	0	0	0	0	1450 *

* Unused amounts returned to reduce next tax year

Scholarship/Bursary Recipient Information 2010 to Current

Area B Bursary

Year	Name	Amount		Date Claimed
		Amount	Remaining	
2019	Iris Wenger	1,000	0	13-Sep-19
2018	Grace Giesbrecht	1,000	0	31-Dec-18
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		Date Claimed
		Amount	Remaining	
2019	Celine Quigley	1,000	0	27-Sep-19
2018	Allison Ostle	1,000	0	21-Sep-18
2017	Justin Fehr	1,000	0	27-Jul-18
2016	Rachel Kalkman	1,000	0	25-Aug-16
2015	Kevala Van Voilkenburg	1,000	0	6-Aug-15
2014	Dylan Kassian	1,000	0	23-Aug-14
2013	Daisy Petrucci	1,000	0	15-Aug-13
2012	Stephanie Sutherland	1,000	0	2012
2011	Hannah Leber	500	0	2011
2010	Tawny Hosker	500	0	2010
TOTAL		5,000	0	

Area E Bursary

Year	Name	Amount		Date Claimed
		Amount	Remaining	
2019	Ethan Cameron	500	500	
2019	Blaine Dixie	500	500	
2018	Sierra Neuls	500	0	5-Dec-18
2018	Treydon Nichols	500	0	2-Jan-19
2017	Kaitlyn Dufresne	500	0	Nov-17
2017	Trevor Andres - declined rtn to funding area RBAC Feb 21, 2019	500	0	22-Feb-19
				not claimed rtn to
2016	Courtney Auger	500	0	funding area
2016	Regan Neuls	500	0	5-Dec-16
2015	Kayla Sanford	500	0	13-Nov-15
2015	Dayton Waldie	500	0	7-Nov-15
2014	Sara Norris	500	0	27-Nov-14
2014	Brittany Andres	500	0	15-Jan-15
TOTAL		1,500	1,000	

Sub-Regional Bursary & Scholarship

Year	Name	Amount		Date Claimed
		Amount	Remaining	
2019	Ashton Jobson	1,500	1500	
2019	Rory Todd	1,500	1500	
2018	Prestin Sorken	1,500	0	28-Sep-18
2018	Connor Riley	1,500	0	5-Dec-18
2017	Taylor Schweitzer	1,500	0	13-Jul-18
2017	Nadia Richer	1,500	0	16-Aug-18
2016	Ashley Schweitzer	1,500	0	Jan-17
2016	Kalen Dorer	1,500	0	Sep-16
2015	Paula Chudley	1,500	0	31-Aug-15
2015	Ben Van Spronsen	1,500	0	14-Sep-15
2014	Theran Basset	1,500	0	15-Jan-15
2014	Landon Farrow Trades	1,500	0	16-Sep-14
2013	Brenna McCullough - Academic	1,500	0	25-Sep-13
2013	Brad Skytte - Trades	1,500	0	2-Jul-13
2012	Kole Pierce	1,500	0	2012
2012	Michaela Wandling (Deferred to 2013)	1,500	0	2013
2011	Anders Carlstad	1,500	0	2011
2011	Gary Gordon	1,500	0	2011
2010	Erica Woolf	1,500	0	2010
2010	Dusty Bruhs (Deferred to 2011)	1,500	0	2010
TOTAL		16,500	3,000	

Fair Share Commitments				K. Goodings Area B	B. Sperling Area C	L. Hiebert Area D	D. Rose Area E	Total Fair Share
October 2019								
January 1, 2019 opening balance				1,838,813.69	1,594,886.76	3,171,249.61	2,827,894.59	9,432,844.65
Total interest earned (Paid annually)								-
								-
COMMITMENTS	Date Committed	Commitment Amount	Previous Yrs. Payments	Fair Share Payments This Year				Remaining Commitment
Area B								
Clearview Arena; Service Operational Costs	Feb 20, 2019	5,985.00						5,985.00
Electrical Extension Grants	Ongoing							-
FSJ Library (45,500 in 2018, 2019, 2020)	Nov 16, 2017	167,800.00	76,800.00	34,125.00				56,875.00
NP Cultural Centre (30,000 in 2018, 2019, 2020)	Nov 16, 2017	118,125.00	58,125.00	22,500.00				37,500.00
NP Fall Fair; Display Buildings	May 16, 2013	14,172.26	14,172.26					-
NP Light Horse Assoc; Indoor Arena Improvements	Mar 15, 2018	15,000.00						15,000.00
Rural Fire Protection Expansion Feasibility (CL)	Feb 16, 2017	10,000.00	8,794.54					1,205.46
Rural Gasification (Includes possible \$k for Blueberry Commune per Apr 16/15)	Oct 20, 2001; Apr 16, 2015	680,000.00	32,367.25					647,632.75
Waste Water Receiving Facility (Operating Deficit 75%)	Nov 27, 2014	-						-
		1,011,082.26	190,259.05	56,625.00	-	-	-	764,198.21
Area C								
Dave Mitchell & Assoc; Fire Protection Feas.	Mar 15, 2018	38,350.00	28,687.50					9,662.50
CLFD; 2 Apparatus	Feb 21, 2019	300,000.00						300,000.00
Electrical Extension Grants	Ongoing							-
FSJ Airport Sub Water Metering Initiative	Feb 18, 2016	25,000.00	10,177.93					14,822.07
FSJ Library (15,000 in 2018, 2019, 2020)	Nov 16, 2017	60,000.00	30,000.00		11,250.00			18,750.00
Natural Gas Extension Grant	Aug 15, 2019	5,000.00			5,000.00			-
NPAS; Airport Swr Pumps & Maintenance	Dec 7, 2015	26,289.38	4,157.98					22,131.40
NP Cultural Centre (14,062 in 2018, 2019, 2020)	Nov 16, 2017	56,248.00	28,124.00		10,546.50			17,577.50
Old Fort Slide Residents; Emergency Support	Oct 16, 2018	250,000.00	150,098.60					99,901.40
Rural Fire Protection Feasibility (CL)	Feb 16, 2017	10,000.00	8,750.00					1,250.00
Waste Water Truck Receiving Facility (Operating Deficit 75%)	Nov 27, 2014	-						-
		770,887.38	101,147.41	-	26,796.50	-	-	484,094.87
Area D								
Dave Mitchell & Assoc; Fire Protection Feas.	Mar 15, 2018	6,750.00	5,062.50					1,687.50
Dawson Creek Sportsman's Club; Indoor Range Expansion	Jun 18, 2015	80,000.00						80,000.00
Electrical Extension Grants	Ongoing							-
Rural Fire Protection Expansion Feasibility (DC)	Feb 16, 2017	35,000.00	25,000.00					10,000.00
Rural Gasification	Oct 20, 2011	1,000,000.00	67,390.26					932,609.74
		1,121,750.00	97,452.76	-	-	-	-	1,024,297.24
Area E								
Camp Sagitawa; Phase 1 Climbing Wall	Feb 20, 2014	20,000.00	5,869.50					14,130.50
Dawson Creek Sportsman's Club; Indoor Range Expansion	Jun 18, 2015	20,000.00						20,000.00
Electrical Extension Grants	Ongoing	10,682.00					10,682.00	-
Little Prairie Heritage Soc; Engineering/Capital Projects	May 16, 2013; Jul 20, 2017	25,000.00	10,132.50					14,867.50
Rural Gasification	Oct 20, 2011	700,000.00	2,417.25				2,769.90	694,812.85
Sunset Pr Rec Comm; Fair Kitchen	May 16, 2013	58,000.00	49,336.14					8,663.86
		833,682.00	67,755.39	-	-	-	13,451.90	752,474.71
Total Fair Share Bank Balance at Month End				1,782,188.69	1,568,090.26	3,171,249.61	2,814,442.69	9,335,971.25
Total Remaining Commitment				764,198.21	484,094.87	1,024,297.24	752,474.71	3,025,065.03
Balance After Remaining Commitments				1,017,990.48	1,083,995.39	2,146,952.37	2,061,967.98	6,310,906.22
				Area B	Area C	Area D	Area E	

Peace River Agreement Commitments					K. Goodings Area B	B. Sperling Area C	L. Hiebert Area D	D. Rose Area E	Total
October 2019									
January 1, 2019 Opening Balance					1,359,056.09	2,120,080.73	1,313,722.79	1,464,623.21	6,257,482.82
Total interest (paid annually)									-
Subscription PRA \$					750,000.00	750,000.00	750,000.00	750,000.00	3,000,000.00
COMMITMENTS	Date Committed	Commitment	Previous Yrs. Payments	Category Code	Peace Agreement Payments This Year				Remaining Commitment
Area B									
Boundry Lake WS; Increase Water Storage Procurement Process	Oct 17, 2019	11,500.00		1					11,500.00
Boundry Lake WS; Increase Water Storage Construction	Oct 17, 2019	151,100.00		1					151,100.00
Cecil Lake Rec Comm; Hall Exterior Steps	May 27, 2019	1,500.00		8	1,470.00				30.00
CDC; Fire Training Centre (4,375/year 2018-2022)	Apr 16, 2018	21,875.00	4,375.00	5					17,500.00
Clearview Arena Society; Upgrade Project	Apr 16, 2018	300,000.00		2	202,360.60				97,639.40
Clearview Rec Facility; Property Assessment	Jan 19, 2017	50,000.00	25,286.48	2					24,713.52
Community Arts Council of FSJ; NP Region Engagement Study	May 27, 2019	6,000.00		7	6,000.00				-
North Peace Cultural Centre Society; Lobby & Cafe renos	July 25, 2019	20,000.00		7	20,000.00				-
Osborn Comm Hall; Facility Assessment & Asset Mgmt Plan	Feb 21, 2019	25,000.00		8					25,000.00
South Peace Health Serv Soc; Health Community House; Renos	Aug 15, 2019	25,000.00		4	25,000.00				-
									-
									-
		611,975.00			254,830.60	-	-	-	327,482.92
Area C									
									-
CDC; Fire Training Centre (6,562.50/year 2018-2022)	Apr 16, 2018	32,812.50	6,562.50	5					26,250.00
CL Waste H2O Truck Facility; Bio-solids Mgmt Feas Study	Aug 17, 2017	50,000.00	49,300.00	9					700.00
CL Waste H2O Truck Facility; Reclaimed H2O Feas/"Purple Pipe"	Aug 17, 2017	75,000.00	48,100.00	9					26,900.00
CL Waste H2O Truck Facility; Reclaimed Water Project	Jul 19, 2018	533,400.00		9					533,400.00
Community Arts Council of FSJ; NP Region Engagement Study	May 27, 2019	6,000.00		7		6,000.00			-
FSJ Airport Sub Water Distribution Maintenance Initiative	Dec 1, 2016	15,000.00	12,000.00	1					3,000.00
South Peace Health Serv Soc; Health Community House; Renos	Aug 15, 2019	25,000.00		4		25,000.00			-
									-
		712,212.50				31,000.00			590,250.00
Area D									
									-
CDC; Kiskatinaw Watershed Stewardship (30K/yr 2016-2020)	Dec 17, 2015	150,000.00	90,000.00	4			30,000.00		30,000.00
CDC; New Fire Hall	Apr 16, 2018	600,000.00		6					600,000.00
CDC; Fire Training Centre (15,312.50/year 2018-2022)	Apr 16, 2018	76,562.50	15,312.50	5					61,250.00
DC Golf Course; Camp site addition	Aug 15, 2019	5,000.00		4			5,000.00		-
DC Soc for Comm Living; Rural Seniors Service Feasibility	July 25, 2019	50,000.00		4			50,000.00		-
KL Comm Centre; Facility Audit, Asset Mgmt & Design Feasibility	Feb 21, 2019	65,000.00		8					65,000.00
KL Sewer Lagoon; Upgrades and Repairs	Feb 21, 2019; Mar 14, 2019	74,000.00		9					74,000.00
KL Sewer; Pump & Alarm System Install; Spare Pump	Feb 18, 2016	22,000.00	12,601.51	9					9,398.49
Mile 22 Comm Park Assn; Mower/Tractor	Jun 18, 2019	3,000.00		4			3,000.00		-
Pouce Coupe; Skatepark Development	Apr 18, 2019	25,000.00		8			25,000.00		-
Rolla Creek Dike Capital Upgrades Project & Repairs	Feb 21, 2019	30,000.00							30,000.00
Rolla Sewer; Repairs	May 27, 2019	15,120.00		9					15,120.00
SP Art Soc; Gallery Exhibition & Outreach	Aug 15, 2019; Oct 17, 2019	11,000.00		7					11,000.00
South Peace Dist Crime Prevention Assn; Signs	Dec 17, 2015	4,375.00	3,909.15	4			400.00		65.85
South Peace Health Serv Soc; Health Community House; Renos	Oct 16, 2018; Aug 15, 2015	50,000.00		4			44,736.20		5,263.80
South Peace Historical Soc; L&T Locksmith Building Pioneer Village	July 25, 2019	15,000.00		7			15,000.00		-
Sunset Prairie Rec Comm; Kiskatinaw Fall Fair host funding	Mar 21, 2019	7,500.00		4			2,388.64		5,111.36
Tate Creek Comm Centre; Facility Audit & Asset Mgmt Plan	Feb 21, 2019	25,000.00		8					25,000.00
Tomslake Cultural Comm Assn; Main H2O Cistern Repair/Replace	Jan 19, 2017	5,000.00		4					5,000.00
Tomslake Cultural Comm Assn; Sudeten 80th Anniversary	Jun 18, 2019	2,315.00		4			2,315.00		-
									-
		1,235,872.50					177,839.84		936,209.50
Area E									
									-
Boreal Centre for Sustainability; Rural Food Security Awareness	Jun 18, 2019	5,150.00		4					5,150.00
Chetwynd Public Library; Design	Jan 24, 2018; May 17, 2018; Jun 21, 2018	248,000.00	39,243.75	7				6,120.89	202,635.36
Chetwynd Public Library; New Library Construction	Jan 17, 2019; Jan 31, 2019	545,000.00		7					545,000.00
CDC; Kiskatinaw Watershed Stewardship (10K/yr 2016-2020)	Dec 7, 2015	50,000.00	30,000.00	4				10,000.00	10,000.00
CDC; Fire Training Centre (8,750/year 2018-2022)	Apr 16, 2018	43,750.00	8,750.00	5					35,000.00
DC Soc for Comm Living; Rural Seniors Service Feasibility	July 25, 2019	50,000.00		4				50,000.00	-
DOC; Chetwynd Fire Chief wages assistance	Sep 12, 2019	12,820.90		6				12,820.90	-
DOC; Chetwynd Cemetery Coulumbarium	Oct 17, 2019	9,747.50		4					9,747.50
Iver Johnson Park; Recreation Facility Upgrades	Feb 21, 2019	12,888.00		8					12,888.00
MLFD; Operations/Needs Assessment	Oct 17, 2019	50,000.00		6					50,000.00
Sagitawa Christian Camp; Outdoor Band Shell Construction	July 25, 2019	8,300.00		4				8,300.00	-
SP Art Soc; DC Art Gallery Exhibition & Outreach Program	Aug 15, 2019	1,000.00		7				1,000.00	-
South Peace Health Serv Soc; Health Community House; Renos	Oct 16, 2018; Aug 15, 2015	50,000.00		4				44,736.20	5,263.80
Sunset Prairie Rec Comm; Kiskatinaw Fall Fair Host Funding	Mar 21, 2019	7,500.00		4				2,388.65	5,111.35
									-
		1,094,156.40						135,366.64	880,796.01
Total Peace River Agreement GL Balance at Month End					1,854,225.49	2,839,080.73	1,885,882.95	2,079,256.57	8,658,445.74
Total Remaining Commitment					327,482.92	590,250.00	936,209.50	880,796.01	2,734,738.43
Balance available after remaining commitments					1,526,742.57	2,248,830.73	949,673.45	1,198,460.56	5,923,707.31
					Area B	Area C	Area D	Area E	
Spending Item Numbers:									
1 Potable Water and Water Security/Studies 2 Arenas 3 Halls, Trails and Walking Paths 4 Assistance to Other Organizations 5 Dawson Creek Fire Training Centre 6 Fire Protection 7 Libraries, Museums and Art Galleries 8 Year-Round Recreation Facility Upgrades 9 PRRD Sewer Services Assistance 10 Natural Gas									

BCR/PRA Commitments	October 2019	Area B	Area C	Area D	Area E	Total BCR/PRA
2019 Opening Balance		56,443.59	46,344.79	25,743.40	43,545.05	172,076.83
Interest (Paid Annually)						
<u>Commitments Remaining</u>						
Arras Fire Brigade; Prespatou Mtg Appreciation CLFD; Hose Lay Competition Banquet Hasler Flats Comm Group; Society Status Consulting		500.00	65.87		1,000.00	
Total Commitments		500.00	65.87	-	1,000.00	1,565.87
<u>Expenditures</u>						
CLFD; Hose Lay Competition Banquet Devereaux Elementary Barkerville Grade 7 Trip Northern Brain Injury; Road Safety Campaign Peace View Cemetery Committee; Sunken Grave Repair City of DC; Summer Swim Program		125.00	2,934.13 125.00	500.00 125.00 2,500.00 3,750.00	125.00 1,250.00	
Total Expenditures		125.00	3,059.13	6,875.00	1,375.00	11,434.13
Month End GL Balance		56,318.59	43,285.66	18,868.40	42,170.05	160,642.70
Balance available		55,818.59 Area B	43,219.79 Area C	18,868.40 Area D	41,170.05 Area E	159,076.83

All Regional District Reserve Balances as of October 31, 2019.

RESERVES	911 Emergency Capital Reserve	\$ 257,119.22	Harp/Imp Sewer Capital Reserve	\$ 13,587.64
	*BCR/PRA	\$ 160,642.70	Harp/Imp Sewer Operating Reserve	\$ 13,586.93
	Buick Creek Arena Capital Reserve	\$ 188,441.73	Information System Plan Reserve	\$ 279,869.50
	Buick Creek Arena Operating Res	\$ 80,386.27	Insurance Reserve	\$ 486,133.27
	Building Reserve	\$ 1,033,700.54	Kelly Lake Comm Ctr. Operating Reserve	\$ 26,692.60
	Charlie Lake Fire Capital Reserve	\$ 662,765.50	Kelly Lake Comm Ctr. Capital Reserve	\$ 27,015.51
	Charlie Lake Sewer Capital Reserve	\$ 273,841.64	Kelly Lake Sewer Capital Reserve	\$ 11,727.40
	Charlie Lake Sewer Operating Reserve	\$ 100,563.24	Kelly Lake Sewer Operating Reserve	\$ 21,038.76
	Charlie Lake Sewer Treatment/Disposal	\$ 356,009.61	Landfill Closure Reserve	\$ 968,897.85
	Charlie Lk Waste Water Truck Facility Res	\$ 202,990.56	Medical Health Care Scholarship Reserve	\$ 102,756.10
	Chetwynd Arena Capital Reserve	\$ 1,685,011.90	Moberly Lake Fire Capital Reserve	\$ 18,364.29
	Chetwynd Leis Ctr Capital Reserve	\$ 2,069,468.69	North Pine TV Reserve	\$ 42,800.89
	Chilton Sewer Capital Reserve	\$ 33,798.35	NP Economic Development Commission	\$ -
	Chilton Sewer Operating Reserve	\$ 29,300.01	NPEDC Spark Conference Res	\$ -
	Chilton Sewer Debenture Reserve	\$ -	NP Leisure Pool Building Repl Res	\$ 3,616,964.66
	Clearview Arena Operating Reserve	\$ 88,921.26	NP Leisure Pool Capital Reserve	\$ 1,084,484.77
	CL DCC Reserve	\$ 272,315.07	*Peace River Agreement	\$ 8,658,445.74
	CLFD Fundraising	\$ -	Peace River Agreement Committee Reserve	\$ 1,034,640.30
	CLFD Operating Reserve	\$ 31,161.33	Regional Parks Capital Reserve	\$ 72,648.36
	Comm Parks Water Operating Res	\$ -	Regional Parks Operating Reserve	\$ 47,251.50
	*Community Works (Gas Tax)	\$ 5,237,101.20	Rolla Creek Dyke Operating Reserve	\$ 4,751.59
	DC/PC Fire Capital Reserve	\$ 67,161.70	Rolla Sewer Capital Reserve	\$ 10,235.41
	Election Reserve	\$ 80,856.27	Rolla Sewer Operating Reserve	\$ 7,395.88
	Emergency Plan Reserve	\$ 283,296.43	*Rural (Loan Fund)	\$ 3,973,671.20
	*Fair Share	\$ 9,335,971.25	Rural Fringe	\$ 1,163,179.24
	Feasibility Reserve	\$ 307,703.59	Solid Waste Capital Reserve	\$ 6,978,119.53
	Friesen Sewer Capital Reserve	\$ 8,063.52	Solid Waste Operating Reserve	\$ 1,061,117.87
	Friesen Sewer Operating Reserve	\$ 18,599.31	Sub-Reg Recreation Insurance Reserve	\$ 116,621.53
	FSJ Airport Sewer Capital Reserve	\$ 46,890.19	Tomslake Fire Reserve	\$ 21,909.54
	FSJ Airport Sewer Operating Reserve	\$ 50,642.22	Vehicle (Admin) Reserve	\$ 167,737.76
	FSJ Airport Water Capital Reserve	\$ 14,691.38	Vehicle (BI) Reserve	\$ 17,696.40
	FSJ Airport Water Operating Reserve	\$ 29,337.44	Vehicle (SW) Reserve	\$ 101,224.57
	Green "Carbon" Project Reserve	\$ 24,241.48	TOTAL	\$ 53,181,560.19

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

Uncommitted Rural Loan Funds Available:		3,214,000.00	
Unissued Loans Approved:		181,000.00	
Rural Loan Fund Balance:		3,395,000.00	
Loans in Loan Fund	Loans Approved	Loans Issued	Outstanding Balance
NP Farmers Institute; Grain Elevator Upgrades (2021)	300,000.00	300,000.00	105,000.00
Whiskey Jack Nordic Ski Club; Beaton Park Day Lodge	181,000.00		
Total	481,000.00	300,000.00	105,000.00

"Grants" from Loan Fund Interest	Approved	Issued	Outstanding
Total	-	-	-
Grants Available From RLF Interest:			578,671.20

Rural Loan Fund Reserve Balance:	3,973,671.20
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Uncommitted Community Works (Gas Tax) Funds Available :	\$5,119,800.15
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Community Works (Gas Tax) Commitments	Project No. (If applicable)	Committed	Previous Years Paid	Current Year Paid	Remaining Commitment
Buick Creek Community Club; Hall Furnace		7,832.00			7,832.00
Cecil Lake Recreation Commission; Hot Water Tank		1,600.00		1,600.00	-
Cecil Lake Recreation Commission; Entrance Upgrades		8,000.00		8,000.00	-
Cutbank Community Club; Interior Wall Covering		11,467.87		11,467.87	-
DC Golf & Country Club; Furnace		5,355.00		5,355.00	-
Dist of Chet; Rec Center Commercial Dishwasher		5,939.31		5,939.31	-
Doe River Recreation Commission; Dishwasher		5,000.00			5,000.00
North Peace Fall Fair Soc; Well Pump		3,762.49		3,762.49	-
Pine Valley Exhibition Park; Washroom Renos		55,000.00		50,647.81	4,352.19
Pine Valley Seniors; Air Conditioning Infrastructure		15,130.00		15,129.38	0.62
Rolla Rate Payers Assoc; Bathroom Renos & Flooring		2,500.00			2,500.00
Peace Region Internet Soc; Rolla Fiber Project		15,000.00			15,000.00
Sagitawa Christian Camps, Girls Cabin		35,000.00		16,371.42	18,628.58
Waste Water Receiving Facility at Charlie Lk	14-512	3,500,000.00	3,436,012.34		63,987.66
					-
Total		\$3,671,586.67	\$3,436,012.34	\$118,273.28	\$117,301.05

Gas Tax Reserve Balance:	5,237,101.20
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RURAL BUDGET ADMINISTRATION COMMITTEE

DIARY ITEMS

<u>Item</u>		<u>Status</u>	<u>Notes</u>	<u>Diarized</u>
1.	Potable Water	On-going	Area C potable water service	March 21, 2019