



PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING **MINUTES**

DATE: Thursday, November 21, 2019

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: **Directors**

Director Goodings, Meeting Chair
Director Sperling
Director Hiebert
Director Rose

Staff

Shawn Dahlen, Chief Administrative Officer
Lyle Smith, Chief Financial Officer
Crystal Brown, Electoral Area Manager
Kelsey Bates, Executive Assistant

Others

Call to Order The Chair called the meeting to order at 2:11 pm.

DIRECTORS NOTICE OF NEW BUSINESS:

Director Rose Chetwynd Thrift Shop

Director Rose Chetwynd Cemetery Grant

Director Goodings Connectivity Infrastructure Strategy Request for Proposal No. 24-2019

ADOPTION OF AGENDA:

MOVED by Director Sperling, SECONDED by Director Rose,
That the Rural Budgets Administration Committee agenda for the November 13,
2018 meeting be adopted as amended to include Directors' new business:

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:

- NB-1 Director Rose - Chetwynd Thrift Shop
NB-2 Director Rose - Chetwynd Cemetery Grant
NB-3 Director Goodings - Connectivity Infrastructure Strategy Request for Proposal No. 24-2019

11. COMMUNICATIONS:

12. DIARY:

- DIA-1 Diary Items

13. ADJOURNMENT:

CARRIED

ADOPTION OF MINUTES:

M-1 MOVED by Director Rose, SECONDED by Director Sperling,
Oct 17/19 RBAC That the Rural Budgets Administration Committee Meeting Minutes of October 17,
Minutes 2019 be adopted.

CARRIED

BUSINESS ARISING FROM THE MINUTES: None.

DELEGATIONS: None.

CORRESPONDENCE:

C-1 MOVED by Director Hiebert, SECONDED by Director Sperling,
Nov 7/19 – Susan That the Rural Budgets Administration Committee receive the November 7, 2019
Giesbrecht, Flatlock email from Susan Giesbrecht, Flatlock Community Cemetery Society re: Thank you for
Community Cemetery information.
Society re: Thank you

CARRIED

REPORTS:

R-1 MOVED by Director Sperling, SECONDED by Director Hiebert,
Nov 7/19 - Grant That the Rural Budgets Administration Committee authorize a grant in the amount
Request – Road to requested of \$5,000, payable in the equal amounts of \$2,500 from Electoral Area B,
World Junior ‘A’ BC Rail/Peace River Agreement funds and Electoral Area C, BC Rail/Peace River
Hockey Challenge Agreement funds, to be issued to Tourism Dawson Creek to assist with the Road to
School Program 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.

CARRIED

R-2
Nov 8/19 - Grant
Request – Chetwynd
Public Library

MOVED by Director Rose, SECONDED by Director Hiebert,
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.

CARRIED

R-3
Nov 4/19 – October
2019 Financial Report

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

CARRIED

DISCUSSION ITEMS: None.

NEW BUSINESS:

NB-1
Chetwynd Thrift Shop

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee authorize a \$3,000 grant to fund the construction of a shed for the Chetwynd Thrift Shop, payable from BCR/PRA, Electoral Area E; further,

That the Committee amend the 2019 Grants to Community Organizations budget committee to:

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

CARRIED

NB-2
Cemetery grant

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee authorize a \$30,000 grant to the District of Chetwynd Cemetery for cemetery maintenance, payable from the cemetery function.

CARRIED

NB-3
Connectivity
Infrastructure Strategy
Request for Proposal
No. 24-2019

MOVED by Director Rose, MOVED by Hiebert,
That the Rural Budgets Administration Committee authorize funding for the Connectivity Infrastructure Strategy Request for Proposal No. 24-2019 contract in the amount of \$78,650 (excluding taxes), payable from the 2019 Legislative Electoral Budget – Community Projects.

CARRIED

COMMUNICATIONS: None.

DIARY:

DIA-1 No changes were made to the Diary.

ADJOURNMENT The Chair adjourned the meeting at 2:52 p.m.

Director Goodings, Meeting Chair

Kelsey Bates, Executive Assistant