



PEACE RIVER REGIONAL DISTRICT

Rural Budgets Administration Committee Meeting Agenda

June 18, 2020, 10:00 a.m.

1981 Alaska Avenue, Dawson Creek, BC

	Pages
1. Call to Order	
1.1 Meeting Chair - Director Hiebert	
2. Directors' Notice of New Business	
3. Adoption of Agenda	
4. Gallery Comments or Questions	
5. Adoption of Minutes	
5.1 Rural Budgets Administration Committee Draft Meeting Minutes of May 21, 2020	3
6. Business Arising from the Minutes	
7. Delegations	
8. Correspondence	
8.1 Stacy Scriven - Natural Gas Extension Grant Application	8
9. Reports	
9.1 Grant Request – Rolla Community Cemetery Committee, FN-RBAC-005	9
9.2 Grant Request – Clearview Arena Society – Ventilation Project, FN-RBAC-012	16
9.3 Grant Request – Sunrise Valley Mountain Cemetery Association, FN-RBAC-013	25
9.4 Grant Request – South Peace Arts Society – Heart Work Project, FN-RBAC-011	33
9.5 Grant Request – District of Chetwynd, Wild-land Fire Protection Unit, FN-RBAC-010	45
9.6 May 2020 Financial Report, FN-RBAC-009	64
10. Discussion Items	

11. New Business

12. Diary

12.1 Diary Items

74

13. Item(s) for Information

14. Adjournment



PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING MINUTES

DATE: May 21, 2020

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: **Directors**

Director Goodings, Meeting Chair
Director Hiebert
Director Rose
Director Sperling

Staff

Shawn Dahlen, Chief Administrative Officer
Teri Vetter, Acting Chief Financial Officer
Crystal Brown, Electoral Area Manager
Kelsey Bates, Deputy Corporate Officer
Kori Elden, Recording Secretary

1. **CALL TO ORDER** The Chair called the meeting to order at 3:05 pm.

2. **DIRECTORS' NOTICE OF NEW BUSINESS:**

Director Rose Willow Valley Cemetery Maintenance

3. **ADOPTION OF AGENDA:**

MOVED by Director Sperling, SECONDED by Director Rose,
That the Rural Budgets Administration Committee agenda for the May 21, 2020 meeting be adopted as amended to include Directors' new business:

1. **CALL TO ORDER:**

1.1 Meeting Chair - Director Goodings

2. **DIRECTORS' NOTICE OF NEW BUSINESS:**

3. **ADOPTION OF AGENDA:**

4. **ADOPTION OF MINUTES:**

4.1 Rural Budgets Administration Committee Draft Meeting Minutes of April 16, 2020

a. Review 8.4 Motion

4.2 Rural Budgets Administrative Committee Draft Special Meeting Minutes of April 21, 2020

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

5.1 Library Update

6. **DELEGATIONS:**

7. **CORRESPONDENCE:**

7.1 Kelly and Michelle Boissonnault - Electrical Extension Grant Application

7.2 Timothy and Lisa Neudorf - Electrical Extension Grant Application

8. **REPORTS:**

8.1 Grant Request – Mile 22 Community Park Association, FN-RBAC-002

8.2 Northern Development Initiative Trust Community Foundation Matching Grants

ADOPTION OF AGENDA (Continued)

Program, ADM-RBAC-001

8.3 Jackfish Lake Community Association - Funding Amendment

8.4 April 2020 Financial Report, FN-RBAC-007

9. DISCUSSION ITEMS:

9.1 Gas Extension Funds in Fair Share

9.2 PRA Division and utilization of Rural Loan Fund for community organizations

9.3 PNG - Better At Home

10. NEW BUSINESS:

10.1 Willow Valley Cemetery Maintenance

11. COMMUNICATIONS:

12. DIARY:

13. ADJOURNMENT:

CARRIED

4. ADOPTION OF MINUTES:

4.1
Apr. 16 and 21/20
RBAC Minutes

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee Meeting Minutes of April 16, 2020 be adopted as amended to update item 8.4 to be payable from Electoral Area B Peace River Agreements, Spending Item #4 – Assistance to Other Organizations.

CARRIED

MOVED by Director Sperling, SECONDED by Director Rose,
That the Rural Budgets Administration Committee Special Meeting Minutes of April 21, 2020 be adopted.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES:

5.1
Library Update

Director Goodings updated the Committee to let them know she had informed the Fort St. John Public Library that there grant request had been denied.

5.2
Fort St. John Flyers
Midget Hockey Team
Grant

MOVED by Director Sperling, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee not issue the cheque for the following resolution from the February 20, 2020 meeting, as the trip was cancelled if the cheque has not been previously issued:

That the Rural Budgets Administration Committee authorize a youth travel grant in the amount of \$375 for the Fort St. John Midget 'A' Flyers Hockey Team, payable from Rural Recreational and Cultural Grants-in-Aid, with \$250 from Electoral Area B and \$125 from Electoral Area C, to assist with travel expenses to attend the BC Hockey Tier 2 Provincial Championships from March 15-19, 2020, in North Saanich, BC.

CARRIED

6. DELEGATIONS: None.

7. CORRESPONDENCE:

7.1
Apr. 3/20 – Kelly and Michelle Boissonnault – Electrical Extension Grant Application

MOVED by Director Hiebert, SECONDED by Director Rose,
That the Rural Budgets Administration Committee authorize an Electrical Extension Grant to Kelly and Michelle Boissonnault in the amount of \$4,000, payable from Electoral Area D Fair Share.

CARRIED

7.2
May 11/20 – Timothy and Lisa Neudorf – Electrical Extension Grant Application

MOVED by Director Goodings, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee authorize an Electrical Extension Grant to Timothy and Lisa Neudorf in the amount of \$4,000, payable from Electoral Area B Fair Share.

CARRIED

8. REPORTS:

8.1
Apr. 2/20 – Grant Request – Mile 22 Community Park Association

MOVED by Director Hiebert, SECONDED by Director Rose,
That the Rural Budgets Administration Committee authorize a grant in the amount of \$2,000 payable from Electoral Area D Peace River Agreements Spending Item #4 - Assistance to Other Organizations, to be issued to the Mile 22 Community Park Association to assist with general operating costs.

CARRIED

8.2
May 11/20 – NDIT Community Foundation Matching Grants Program

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee receive the report titled “Northern Development Initiative Trust Community Foundation Matching Grants Program” dated May 11, 2020 for discussion.

CARRIED

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee research how to create and administer a PRRD endowment fund.

CARRIED

8.3
Apr. 20/20 Funding Amendment – Jackfish Lake Community Association

MOVED by Director Rose, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee authorize Jackfish Community Association to reallocate the unused portions of their 2016 GIA in the amount of \$2,080.56 and 2017 GIA in the amount of \$15,500 for a total reallocation of \$17,580.56 to support their 2020 operational costs, general upkeep and maintenance upgrades at the Jackfish Community Hall.

CARRIED

8.4
May 11/20 – April 2020 Financial Report

MOVED by Director Hiebert, SECONDED by Director Rose,
That the Rural Budgets Administration Committee receive the April 2020 Financial Report for discussion.

CARRIED

CARRIED

CARRIED

11. COMMUNICATIONS None.

12. DIARY:

12.1

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee add "Clean Farms" to the Diary.

CARRIED

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee add "upgrades to the east side
Charlie Lake sewer system" to the Diary.

CARRIED

13. ADJOURNMENT The Chair adjourned the meeting at 4:33 p.m.

Director Goodings, Meeting Chair

Kori Elden, Recording Secretary



PEACE RIVER REGIONAL DISTRICT
FAIR SHARE

NATURAL GAS EXTENSION GRANT APPLICATION

Applicant (Customer) Information	
Property Owner Name	Stacy Scriven
Mailing Address	4188 OLD ALASKA HWY PRRD, BC
Telephone Number	250-719-7320 Or message w/David Knight @
Legal Description	Lot 1 28-80-17-w6m, Plan BCP30801, 4188 Old Alaska Hwy (406) 969-3976
Electoral Area served	Region C Located in Electoral Area D
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)	
Date	May 20, 2020

Actual Cost of Mainline Extension

A	Actual Cost of Mainline Extension	\$ 24,010.00
B	Less: Gas Company's Contribution	\$ 4,813.00
C	Total Cost to Property	\$ 19,197.00

Electoral Area Contribution:

D	75% of Total Cost to Property	\$ 14,397.75
E	Less: Other Contributions	\$ -----
F	Remaining Balance	\$ 14,397.75
G	Maximum Electoral Area Grant	\$ 5,000.00

H	TOTAL GRANT PAYABLE (Lesser of F or G)	\$ 5,000.00
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I	Cost to Property Owner	\$ 14,197.00
J	(minimum 25%)	74 %

For Natural Gas Company Use Only	
Application completed by	
	250-224-4314
Gas Company Representative Name:	Phone Number:
For Regional District Use Only	
Date approved by Regional District	By:

June 5, 2020 - Property confirmed to be located in Electoral Area D; applicant meets the criteria as outlined in the Natural Gas Extension Policy and Application Guideline as per the RBAC Funding policies.



REPORT

To: Rural Budgets Administration Committee

Report Number: FN-RBAC-005

From: Teri Vetter, Chief Financial Officer

Date: May 11, 2020

Subject: Grant Request – Rolla Community Cemetery Committee

RECOMMENDATION:

That the Rural Budgets Administration Committee authorize a multi-year grant for a period of three (3) years, beginning in 2020, in the amount of \$1,000 per year, payable from Cemetery Grants-in-Aid, Area D, to be issued to the Rolla Community Cemetery Committee to assist with the operational costs for lawn maintenance.

BACKGROUND/RATIONALE:

The Rolla Community Cemetery Committee is a group of community volunteers who maintain and care for the Rolla Cemetery. The Committee operates as a not-for-profit group but is not registered as a society with *Societies Act of BC*; however, they do conduct monthly meetings and follow an established process for maintaining their financial records. The applicant is seeking financial assistance in the amount of \$1,000 per year for three years, for a total grant contribution of \$3,000. If approved, grant funds will be used to assist with the annual expense for lawn maintenance at the Rolla Cemetery, which is indicated as \$1,400.

The Rural Budgets Administration Committee has previously supported grant applications from the Rolla Community Cemetery Committee, and provided the following financial assistance:

2017	\$1,000 – Purchase and installation of a pioneer's bench at the Rolla Cemetery
2018	\$500 – Purchase and installation of a veteran's bench at the Rolla Cemetery
2018	\$500 - Operational assistance for lawn maintenance
2019	\$1,000 - Operational assistance for lawn maintenance

The Rolla Community Cemetery Committee submits a grant application to request support for lawn maintenance routinely each year. The Rural Budgets Administration Committee may wish to consider the authorization of a multi-year grant, given the established pattern of prior year funding for this applicant. This request meets the eligibility criteria as outlined in the attached Cemetery Funding Policy #26-2017.

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee authorize a grant in the amount of \$1,000, payable from Cemetery Grants-in-Aid, Area D, to be issued to the Rolla Community Cemetery Committee to assist with the operational costs for lawn maintenance.

2. That the Rural Budgets Administration Committee respectfully deny the grant application from the Rolla Community Cemetery Committee and provide no grant funding to assist with the operational costs for lawn maintenance.
3. That the Rural Budgets Administration Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

- The 2020 Budget commitment under Function 285 - Cemeteries B, C, D, and E for Cemetery Grants-in-Aid – Area D General Grants is \$5,000.

COMMUNICATIONS CONSIDERATION(S):

The applicant will be notified in writing of Rural Budgets Administration Committee decision and made aware of the PRRDs Funding Recognition Guidelines.

OTHER CONSIDERATION(S):

None.

Attachments:

1. Grant Application
2. Cemetery Funding Policy



Received in Finance Mar 30, 2020

Society #:

Name: Rolla Community Cemetery Committee

Civic Address: PCI A, NW 1/4 Section 33, Township 79 Range 14

Mailing Address: c/o 1624-95 Avenue

City: Dawson Creek, BC

Postal Code: V1G 1K1

Contact Person: Kathy Heaton

Alternate Person:

Tel: 250-782-6588

Tel:

Email: heatonk@telus.net

Email:

SOCIETY EXECUTIVES

President: vacant

Vice President: vacant

Treasurer: Gordon Moffatt

PROJECT COSTS

Total Cost of Project: \$ 4,200/3yr (based on \$1,400/yr in attached budget)

Amount Requested per 1000

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.

We wish to apply to the Area D Cemetery Fund for assistance in maintaining the cemetery, primarily the costs of lawn mowing. As our population ages, we are having to hire local groups to do the maintenance work at the cemetery. We have an annual group cleanup in the spring which helps keep the costs down. But unfortunately, the cost for contract mowing takes up most of our receipts. Attached is the 2019 Financial Statement (as completed by Gordon Moffatt) and you can see that without the PRRD's assistance we would only have less then \$300.00 in which to pay all other expenses.

We would very much appreciate the continued support and assistance from the Peace River Regional District in keeping our cemetery looking neat and tidy.

Thank you,

Kathy Heaton
Secretary

ATTACHMENTS REQUIRED:

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

Signature of Applicant: Kathy Heaton

Date: March 30, 2020

For Office Use Only

Fair Share: B C D E

Gas Tax:

PRA: B C D E

Other: _____

BCR/PRA: B C D E

		Rolla Community Cemetery	
		Financial Statements	
		Year ended December 31, 2019	
Receipts			
	Columbarium purchase		900.00
	Donations		540.00
	Grant from PRRD - for maintenance 2018		1,000.00
	Grave layout		150.00
	Plot purchases		140.00
	Interest on savings account and dividend		45.99
			2,775.99
Disbursements			
	Annual general meeting expense		79.26
	Bank service charges		61.00
	Grass cutting		1,400.00
	Grave layout		200.00
	Mapping	(127.73 + 114.45+14.50	256.68
	Sign posts		70.52
			2,067.46
Receipts over disbursements			708.53
Bank accounts January 1			
	General		2,815.58
	High Interest Savings		3,149.53
	Shares		79.96
			6,045.07
Bank accounts October 31, 2019			
	General		1,478.12
	High Interest Savings		5,189.58
	Shares		85.90
			6,753.60

Peace River Regional District Statement of POLICY and PROCEDURE			
Department:	Community Services	Policy No.	#26-2017
Section:	Grants	Issued:	October 23, 2017
Subject:	Cemetery Funding	Effective:	November 16, 2017
RBAC Resolution # and Date:	RBAC 17/11/08	Page:	1 of 3
		Replaces:	None
Issued by:	Jill Rickert, Community Services Coordinator	Dated:	N/A
Approved by:	Trish Morgan, General Manager of Community Services		

1. POLICY

This policy provides the guidelines and administrative procedures for the approval and disbursement of grant funds, from the Cemetery Function, to not-for-profit societies or community organizations who maintain rural cemeteries located in Electoral Areas B, C, D, and E of the Peace River Regional District.

1.1 Applicant Eligibility

The Rural Budgets Administration Committee recognizes that community groups who care for cemeteries are often very small and operate with a very limited number of volunteers; therefore the Committee is willing to waive the eligibility criteria that all applicants must be a registered Not-for-Profit society in good standing with the Societies Act of BC. In order to apply for grant funding under this policy, the applicant must meet one of the following criteria:

- a) a registered Not-for-Profit society in good standing with the Society Act of BC; or
- b) a volunteer organization consisting of community members who is financially and administratively sound which can be demonstrated by providing meeting minutes, financial statements and/or proof of bank account; and
- c) must operate in the Peace River Regional District.

1.2 Eligible Expenses

The information below provides examples of eligible expenses or projects costs that may be considered for funding.

- a) Operational Costs;
- b) Minor cemetery improvement project costs;
- c) Capital improvement project costs.

Subject: Cemetery Funding	Policy #:	Page:	2 of 3
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1.3 Grant Authorization

The Rural Budgets Administration Committee has the sole discretion to approve or reject applications.

1.4 Allocation of Funds

Grant funding may be budgeted for annually by each Electoral Area Director as part of the PRRD Annual Financial plan, to be ratified by the Board of Directors.

1.5 Acknowledgement of Grant Funding

The Rural Budgets Administration Committee asks all grant recipients to recognize their contribution by use of the Peace River Regional District logo through written, virtual or verbal acknowledgement.

2. PURPOSE

Grant funding may assist local groups with improvements to rural cemeteries and may be issued to support capital projects and/or expenses related to the operation, development and maintenance of the cemetery as set forth in Bylaw No. 839, 1993.

3. RESPONSIBILITY

The General Manager of Community Services or designate, is responsible for ensuring compliance within the policy.

4. DEFINITIONS

- a) **Rural Budgets Administration Committee** is a Standing Committee of the Regional Board comprised of each Electoral Director from each Electoral Area in the Peace River Regional District who has the authority, by delegation of the Regional Board, to administer the rural budgets as identified in the Annual Financial Plan of the Peace River Regional District and in accordance with the "Rural Budgets Administration Bylaw No. 116, 1998".
- b) **Not-for-Profit Society** is an organization which is not driven by profit, who is registered and in good standing with the Societies Act in BC.
- c) **Volunteer Community Organization** is a group consisting of volunteer community members who is financially and administratively sound which can be demonstrated by providing meeting minutes, financial statements and/or proof of a bank account.
- d) **Operational Costs** are defined as expenses incurred for the day-to-day operating, developing and maintaining of a cemetery and its grounds
- e) **Minor Improvements** are defined as smaller projects costing less than \$5,000 such as the purchase and installation of commemorative monuments, benches, or signage that are shorter in duration to complete.
- f) **Capital Improvements** are defined as larger projects in excess of \$5,000 such as the addition of a permanent structure such as a columbarium or cemetery gates that are longer duration to complete.

Subject: Cemetery Funding	Policy #:	Page:	3 of 3
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5. REFERENCES and RELATED STATEMENTS of POLICY and PROCEDURE

5.1 Peace River Regional District Cemetery Services Establishment Bylaw No. 839, 1993

5.2 Peace River Regional District Rural Budgets Administration Bylaw No. 116, 1998

6. PROCEDURE

6.1 Approval Procedure

- a) Applicants must submit a completed grant application that outlines the details for the intended use of the funds, the amount requested and all necessary supporting documentation as indicated on the application form.
- b) Staff will process the grant application, complete a report which will include a recommendation and all background information and forward it to the Rural Budgets Administration Committee for consideration.
- c) All applicants will be advised in writing of the Rural Budgets Administration Committee's decision.

6.2 Disbursement of Funds

- a) Upon approval of the grant, funds will be paid directly to the applicant for all grants in the amount of \$1,500 or less;
- b) Grant funding in excess of \$1,500 will be paid to the applicant through claim reimbursement;
- c) Speed of Service processing time on cheque distribution is 10 business days from ratification by RBAC.

6.3 Recipient Acknowledgement

A copy of the Funding Recognition Guidelines will be provided to all grant recipients and is also available on our website at <http://prrd.bc.ca/wp-content/uploads/page/grants/Acknowledging-the-Peace-River-Regional-District.pdf>



REPORT

To: Rural Budgets Administration Committee

Report Number: FN-RBAC-012

From: Teri Vetter, Chief Financial Officer

Date: June 5, 2020

Subject: Grant Request – Clearview Arena Society – Ventilation Project

RECOMMENDATION:

That the Rural Budgets Administration Committee authorize a grant in the amount of \$160,000, payable from Community Works Gas Tax, to be issued to Clearview Arena Society to assist with the cost of installing a new ventilation system at the Clearview Arena.

BACKGROUND/RATIONALE:

The current ventilation system for the Clearview Arena is no longer efficient and cannot maintain adequate air circulation to provide an optimal environment for ice maintenance. This problem is most prevalent during the early season initial ice making periods when the relative humidity of the facility is between 80% and 90%. This results in an excessive amount of moisture build up, longer ice installation times, and longer compressor run times; yielding an increase energy consumption.

This issue was identified as part of a recent facility assessment study completed by Force Engineering, where it recommended to the Clearview Arena Society that a dehumidifying system be installed in the arena to reduce indoor fog conditions, and maintain the structural integrity of the building by reducing condensation and corrosion.

Funding for this project has been allocated as stated in the Financial Considerations section of this report.

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee respectfully deny the \$160,000 grant request from Clearview Arena Society and provide no grant funding to assist with the cost of installing a new ventilation system at the Clearview Arena.
2. That the Rural Budgets Administration Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

On February 20, 2020, an allocation in the amount \$150,000 was committed to the budget, for Function 260 – Clearview Arena, for this project as per the resolution below:

MOVED, SECONDED, and CARRIED

That the Rural Budgets Administration Committee allocate \$150,000 from Gas Tax to the Clearview Arena draft 2020 budget (Function 260), for the Clearview Arena Society to purchase and install a dehumidification system and amend the 2020 Draft Budget for Function 260 – Clearview Arena to:

1. Increase Transfer from Gas Tax Reserve - \$150,000
2. Increase Grant to Organization - \$150,000

On April 16, 2020, the allocation was amended to increase the budget commitment amount by \$10,000, for a total of \$160,000, as per the resolution below:

MOVED, SECONDED, and CARRIED

That the Rural Budgets Administration Committee increase the Clearview Arena Society's Arena Dehumidification System project by \$10,000, for a total budget of \$160,000, payable from Community Works Gas Tax; further, that the budget be amended by:

1. Increasing Transfer from Gas Tax reserve - \$10,000
2. Increasing Grants to Organizations - \$10,000

COMMUNICATIONS CONSIDERATION(S):

The applicant will be advised in writing of the Committee's decision.

OTHER CONSIDERATION(S):

None.

Attachments:

1. Grant Application

PRRD
Finance
RECEIVED

Jun 05, 2020

Society #: S-0059688

Name: Clearview Arena Society

Civic Address: 13786-223 road

Mailing Address: Box 73

City: Goodlow

Postal Code: V0C 1S0

Contact Person: Debbie Smith

Alternate Person: Matt Bruha

Tel: 250-262-7719

Tel: 250-261-5860

Email: darynstrucking@xplornet.ca

Email:

SOCIETY EXECUTIVES

President: Matt Bruha

Vice President: Donovan Giesbrecht

Treasurer: Debbie Smith

PROJECT COSTS

Total Cost of Project: \$160,000.00

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.

We are requesting a grant to install a ventilation / dehumidification system to the arena. The relative humidity is 80%-90% inside the arena which increases time to install ice, increases compressor run time and decreases ice quality. The warm air condenses on cold surfaces and that moisture drips off the roof trusses onto the ice surface. The arena has exhaust fans in place right now but this seems to create more problems with condensation when the exhaust fans are used to ventilate after the zamboni is used to clean the ice surface.

ATTACHMENTS REQUIRED:

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

Signature of Applicant:

Date:

For Office Use Only

Fair Share: B ☐ C ☐ D ☐ E ☐Gas Tax: ☐PRA: B ☐ C ☐ D ☐ E ☐Other: ☐BCR/PRA: B ☐ C ☐ D ☐ E ☐



Yeti Refrigeration Inc.
1835 1st Avenue
Prince George BC
V2K 4Z4
1-250-640-7322
byron@yetirefrigeration.ca
December 12, 2019

Arena Humidity and Air Quality Report

Sherri Munro
Clearview Arena Society
Box 73
Goodlow, BC
V0C 1S0
clvarena@gmail.com

For your consideration,

For the purposes of this report, the "arena" is the area inside the building that contains the ice surface.

During early and late season operations, the humidity inside the arena presents several problems. These problems are especially acute during the early season, while staff are attempting to make ice in the arena, relative humidity is %80-%90 inside the arena. This essentially creates rain inside the building increasing the time to install ice, increasing compressor run time, and decreasing ice quality. Warm air condenses on cold surfaces and that moisture drips off roof trusses onto the ice surface. This problem becomes worse when the exhaust fans are used to ventilate the arena after the Zamboni is used to clean the ice surface (which is required). Exhaust fan operation could be more accurately controlled with a proper gas detection system.

We propose the installation of a Munters A10 natural gas fired dehumidifier. This unit coupled with a new gas detection system will eliminate all the above problems. It will also result in reduced compressor run times and higher quality ice. The Munters unit is available in a single-phase configuration, this will not require significant changes to the building electrical to accommodate the unit. We have attached a typical layout for gas detection in an arena application.

Our price includes all the required labour and materials to supply and install a new Munters A10 dehumidifier. Our price includes all the gas detection and control work required to interlock the fans, make-up air and detection systems. Pricing also includes, natural gas piping and permits, electrical and sheet metal. Unit to be located outside the arena on the west end of the building. Total Price **\$130,700.00 + GST**

Note: Lead time on dehumidification equipment is 12 weeks.

Thanks for the opportunity

Byron Conroy, Yeti Refrigeration Inc.



I would expect our fees for dehumidification design would look something like this:

1. Design Phase: \$5,000, including a preliminary site visit
2. Constr. Phase Admin.: \$750
3. Field reviews: \$1,000 ea.

Construction costs would likely be in the \$150,000 range.

This would not include any changes to the existing heating system or the work required for the addition.

The dehumidification system would be sized to handle the future addition and spectator load as described below.

Best regards,

Jim

Jim Davis, P. Eng.

jim.davis@davisengineering.ca

(780) 513-0223 ext 102

(780) 814-3660 cell

J. Davis Engineering Ltd.

PO Box 21065 Grande Prairie, AB T8V 6W7

www.davisengineering.ca



Sherri Munro <clvarena@gmail.com>

FW: Clearview Arena - Quote for a Dehumidifier and Ventilation for the Rink Area

1 message

Claude Chaput <claude@pronorthheating.com>

Sat, Jan 25, 2020 at 6:54 PM

To: clvarena@gmail.com

Cc: jennifer@pronorthheating.com

Sherri,

I Just wanted to reply directly to you regarding this email from Jennifer.

I would advise that you have an engineer actually size and design the complete system including the exhaust fans and ductwork for the dehumidification for your arena. They are an expensive system and not something you want to guess at. I would suggest you approach the engineer who provided the Dawson Creek information or a local engineering firm is Spline Consulting Limited- Brian Wong- 1 778 256 1412 or email- bwong@scleng.com.

Unfortunately Sherri I would not be interested in pricing the system without Mechanical Engineered drawings and specifications. The drawings also should include the electrical and control system. Sorry for any inconvenience this may cause.

Thanks,

Claude Chaput

Operations Manager



PO Box 6142

Fort St John, B.C. V1J 4H6

P: (250) 785-5545

C: (250) 262-1823

F: (250) 785-5542

Clearview Arena Society
Balance Sheet As at 05/25/2020

ASSET

Current Assets		
Chequing Bank Account	33,527.57	
PETTY CASH	460.00	
Platinum Plan Savings Account	7,858.64	
Total Cash		41,846.21
5 Yr Redeemable Term Deposit	103,532.85	
Credit Union Shares	76.20	
Total Term Deposits		103,609.05
Accounts Receivable	0.00	
receivable	0.00	
Payroll Advances	0.00	
Total Receivable		0.00
Purchase Prepayments		0.00
Total Current Assets		<u>145,455.26</u>
TOTAL ASSET		<u><u>145,455.26</u></u>

LIABILITY

Current Liabilities		
Accounts Payable		-28,801.22
Vacation payable		0.00
EI Payable	78.74	
CPP Payable	202.72	
Federal Income Tax Payable	295.81	
Total Receiver General		577.27
WCB Payable		1,859.87
PST Payable		0.00
GST Charged on Sales	0.00	
GST Paid on Purchases	-241.42	
GST Owing (Refund)		-241.42
Total Current liabilities		<u>-26,605.50</u>
TOTAL LIABILITY		<u><u>-26,605.50</u></u>

EQUITY

Owners Equity		
Retained Earnings - Previous Year		196,947.35
Current Earnings		-24,886.59
Total Owners Equity		<u>172,060.76</u>
TOTAL EQUITY		<u><u>172,060.76</u></u>
LIABILITIES AND EQUITY		<u><u>145,455.26</u></u>

Clearview Arena Society
Income Statement 01/01/2020 to 05/25/2020

REVENUE

Sales Revenue

Yerly Ice Rentals	3,460.00
Other Ice Rentals	4,065.00
Skate Sharpening	455.05
Room Rentals	0.00
Concession Revenue	9,001.32
Consession Rentals	0.00
RD Annual Grant	0.00
Grants	0.00

Net Sales	<u>16,981.37</u>
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Other Revenue

Interest Revenue	10.93
Donations	8.00
Advertising revenue	0.00
Miscellaneous Revenue	0.00

Total Other Revenue	<u>18.93</u>
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TOTAL REVENUE	<u>17,000.30</u>
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EXPENSE

Project Development

Purchases	0.00
Freight Expense	172.55

Project Total	<u>172.55</u>
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Payroll Expenses

Wages & Salaries	27,665.76
Concession Wages	2,804.44
EI Expense	679.03
CPP Expense	1,449.73
WCB Expense	204.18
Employee Benefits	0.00

Total Payroll Expense	<u>32,803.14</u>
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General & Administrative Expe...

Accounting & Legal	800.00
Advertising & Promotions	0.00
Bad Debt Account	0.00
Concession Expense	2,847.56
Custodial Expense	197.31
Fuel Expense	186.22
Oil and Diesel Conditioner	0.00
GST Expense	0.00
License & Permits	150.00
Insurance	0.00
Interest & Bank Charges	6.00
Office Supplies	105.59
Miscellaneous	0.00
Repair & Maintenance-Building	1,903.27
Repair & Maintenance-Equipment	1,410.47
Repair & Maintenance-yard	0.00
Small Tools & Equipment Rentals	13.90
Staff Training	0.00
Telephone	413.10
Travel & Entertainment	0.00
Utilities	877.78

Total General & Admin. Expen...	<u>8,911.20</u>
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TOTAL EXPENSE	<u>41,886.89</u>
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Clearview Arena Society
Income Statement 01/01/2020 to 05/25/2020

NET INCOME	<u><u>-24,886.59</u></u>
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REPORT

To: Rural Budgets Administration Committee

Report Number: FN-RBAC-013

From: Teri Vetter, Chief Financial Officer

Date: June 8, 2020

Subject: Grant Request – Sunrise Valley Mountain Cemetery Association

RECOMMENDATION:

That the Rural Budgets Administration Committee authorize a grant in the amount of \$8,000, payable from Electoral Area D Fair Share, to be issued to the Sunrise Valley Mountain Cemetery Association to assist with the shelter belt and fencing project.

BACKGROUND/RATIONALE:

The Sunrise Valley Mountain Cemetery Association is as a registered not-for-profit society responsible for the operations and maintenance of the Sunrise Valley Mountain Cemetery located in Electoral Area D. The Association is requesting financial support in the amount of \$8,000 to assist with the replacement of the shelter belt and fencing located at the back of the cemetery. The total cost of the project is \$14,000 and the Association will contribute \$6,000.

There is insufficient funds available in Function 285 Cemeteries B, C, D and E to support this request as the 2020 budget commitment for Cemetery Grants-in-Aid - Area D is only \$5,000; however, grant funding may be provided from Electoral Area D Fair Share or Peace River Agreements.

Previous grants provided to the Association include a cemetery grant for \$1,000 in 2011, 2012, and 2013; a cemetery grant for \$1,300 in 2015; and an additional Fair Share grant for \$5,000 to assist with the installation of a columbarium at the cemetery in 2013.

For more information on this project and the budget, please see the attached grant application.

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee authorize a grant in the amount of \$8,000 payable from Electoral Area D, Peace River Agreements Spending Item #4 – Assistance to Other Organizations, to be issued to the Sunrise Valley Mountain Cemetery Association to assist with the shelter belt and fencing project.
2. That the Rural Budgets Administration Committee respectfully deny the \$8,000 request from the Sunrise Valley Mountain View Cemetery Association and provide no grant funding for the shelter belt and fencing project.
3. That the Rural Budgets Administration Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

- On May 31, 2020, the balance available for Electoral Area D, Fair Share was \$2,225,775.53
- On May 31, 2020, the balance available for Electoral Area D, Peace River Agreements was \$1,071,941.98.
- On May 31, 2020, the balance available for Cemetery Grants-in-Aid – Area D (Function 285 – Cemeteries B, C, D and E) was \$5,000.

COMMUNICATIONS CONSIDERATION(S):

The applicant will be notified in writing of the Committee's decision and, if supported, will be asked to recognize the PRRD for its financial contribution.

OTHER CONSIDERATION(S):

None.

Attachments:

1. Grant Application



Society #: S0057957
Name: Sunrise Valley Mountain View Cemetery Association
Civic Address: 5995 247 RD Part SE1/4 S17 T79 R17 W6M
Mailing Address: Site 5 Comp 2 RR#1
City: Dawson Creek, BC **Postal Code:** V1G 4E7
Contact Person: Kim Strasky **Alternate Person:** Ginny Simlik
Tel: 250 719 1754 **Tel:** 250 219 3984
Email: straskyk@pris.ca **Email:** vsimlik@pris.ca

SOCIETY EXECUTIVES

President: Virginia Simlik
Vice President: Rod Strasky
Treasurer: Carolyn Derfler

PROJECT COSTS

Total Cost of Project: 14000
Amount Requested per 8000
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.

We want to clean out the existing willow shelterbelt and old fence at the back of the cemetery and plant a new evergreen shelterbelt. We think the cost to do the removal of the old shelterbelt and fence will be in the range of \$9000 to \$10000. Then we would need to buy some 4 - 5 foot evergreens and have them installed. We currently have \$8000 in our bank account. We would use most of that money, reserving \$2000 for other operational expenses.

ATTACHMENTS REQUIRED:

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

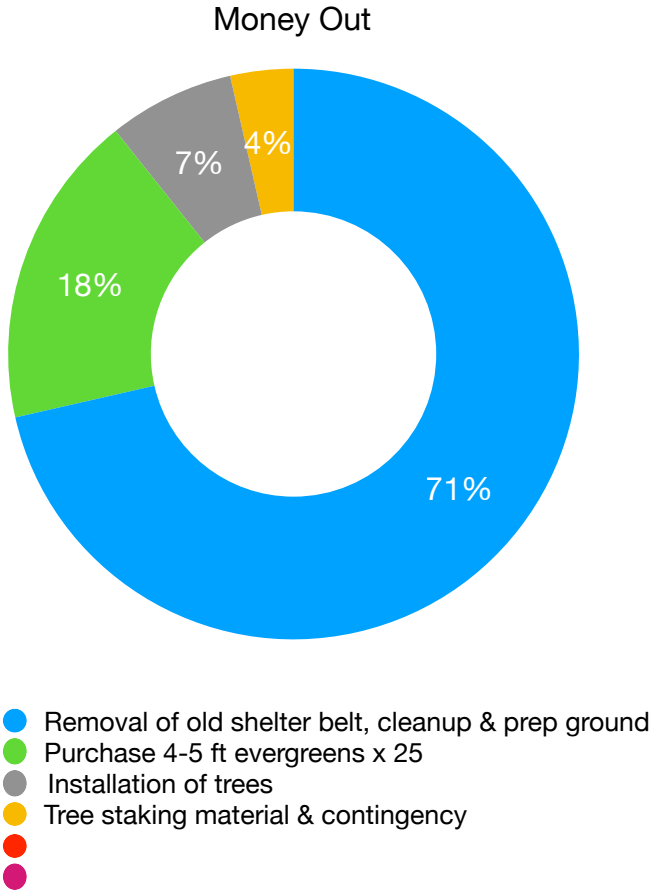
Signature of Applicant:**Date:****For Office Use Only**Fair Share: B ☐ C ☐ D ☐ E ☐PRA: B ☐ C ☐ D ☐ E ☐BCR/PRA: B ☐ C ☐ D ☐ E ☐Gas Tax: ☐Other: ☐

SVMVCemetery Windbreak Project Summer 2020

Money In	
SVMVCemetery account	\$6,000
PRRD Grant	\$8,000
Total income	\$14,000

Money Out	
Removal of old shelter belt, cleanup & prep ground	\$10,000
Purchase 4-5 ft evergreens x 25	\$2,500
Installation of trees	\$1,000
Tree staking material & contingency	\$500
Total expenses	\$14,000

Money Left Over	
Income minus expenses	\$0



Sunrise Valley Mountain View Cemetery Association

April 1, 2018 - March 31, 2019

Lake View Credit Union - Chequing Account

Expense

Date	Description	Expense	Income	Balance	Grounds	Bank/ Office
01-Apr-18	Opening Balance			6013.98		
26-Apr-18	Chq#6 Kim Strasky - society	75.00				75.00
30-Apr-18	Service charges	3.50		5934.59		3.50
31-May-18	Service charges	3.50		5931.09		3.50
13-Jun-18	Chq#7 Ginny Simlik -trailer/supplies	116.64			116.64	
30-Jun-18	Service charges	3.50		5810.95		3.50
20-Jul-18	Chq#8 Kim Strasky - sign	1065.33			1065.33	
31-Jul-18	Service charges	3.50		4742.12		3.50
28-Aug-18	Reynars - Jackson		200.00			
28-Aug-18	Swain - columbarium		600.00			
28-Aug-18	Rogers - columbarium		600.00			
31-Aug-18	Service charges	3.50		6138.62		3.50
18-Sep-18	Chq#9 Kim Strasky - wagon	111.00			111.00	
30-Sep-18	Service charges	3.50		6024.12		3.50
12-Oct-18	Meyer - Haddow		100.00			
16-Oct-18	Bergeron - Vopicka		200.00			
31-Oct-18	Service charges	3.50		6320.62		3.50
30-Nov-18	Service charges	3.50		6317.12		3.50
07-Dec-18	Sutherland - columbarium		600.00			
31-Dec-18	Service charges	3.50		6913.62		3.50
26-Jan-19	Safety Deposit Box	73.50				73.50
31-Jan-19	Service charges	3.50		6836.62		3.50
21-Feb-19	Peace Country Memorials		30.00			
28-Feb-19	Service charges	3.50		6863.12		3.50
28-Mar-19	Young - columbarium		600.00			
28-Mar-19	Sevice Charges	3.50		7459.62		3.50
31-Mar-19	Year end totals and balance	1483.47	2930.00	7459.62	1292.97	190.50
31-Mar-19	Total year end expenses & income				1483.47	
31-Mar-19	Chequing account			7459.62		
31-Mar-19	Savings account + \$9.35 dividend Feb 1			135.04		
31-Mar-19	Total in bank			7594.66		

Income

Burial/ Colum- barium	Donations	Other
200.00		
600.00		
600.00		
	100.00	
200.00		
600.00		
		30.00
600.00		
2800.00	100.00	30.00
2930.00		



TO **Sunrise Valley Mountain View Cemetery**
straskyk@gmail.com

JOB		
Removal and chipping of brush along west side of cemetery plot. Removal of fence. Stumps will be pulled out or mulched.		
DESCRIPTION		COST
Quoted Price		8,900.00
	SUBTOTAL	
	GST	
GST# 750364523 Worksafe # 992256	TOTAL DUE	\$

imate



removed, ground

TOTAL
8,900.00
8,900.00
445.00
9,345.00



REPORT

To: Rural Budgets Administration Committee

Report Number: FN-RBAC-011

From: Teri Vetter, Chief Financial Officer

Date: June 5, 2020

Subject: Grant Request – South Peace Arts Society – Heart Work Project

RECOMMENDATION:

That the Rural Budgets Administration Committee authorize a \$7,000 grant, payable from Peace River Agreements, Spending Item #4 – Assistance to Other Organizations, to be issued to the South Peace Arts Society to support the Heart Work project.

BACKGROUND/RATIONALE:

On April 16, 2020, the South Peace Arts Society attended the Electoral Area Directors Committee (EADC) meeting to present information on the Create at Home Project, now called Heart Work. The project will serve all areas of the Regional District, and will provide an opportunity for individuals of all ages to express themselves through art, at a time when so many day-to-day routines and supports have been disrupted due to the COVID-19 pandemic.

As a result of the delegation to EADC, an item was brought forward to the Rural Budgets Administration Committee meeting held later that same day, where the following resolution was made:

MOVED, SECONDED, and CARRIED

The Rural Budgets Administration Committee directed staff to contact the school districts to see if they are distributing art packages to the children while at home due to COVID-19, and further requested that the Dawson Creek Art Gallery/South Peace Art Society be asked to submit a grant application for their project.

The total cost of this project is \$20,000. The South Peace Arts Society is requesting a grant contribution of \$7,000, and the project is contingent on this funding. The Society has received a total of \$13,000 toward the cost of the project from other contributors, as listed below:

BC Gaming	\$ 3,000
City of Dawson Creek	5,000
Young Canada Works	4,000
<u>United Way of Northern BC</u>	<u>1,000</u>
	\$13,000

A detailed description of the project and its budget can be found in the attached grant application.

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee respectfully deny the \$7,000 grant application from the South Peace Arts Society and provide no grant funding for the Heart Work project.
2. That the Rural Budgets Administration Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

As of May 31, 2020 the balance available for Peace River Agreement funds in each of the Electoral Areas was:

Area B	\$1,976,719.08
Area C	\$2,906,097.07
Area D	\$1,071,941.98
Area E	\$1,854,099.63

COMMUNICATIONS CONSIDERATION(S):

The applicant will be notified in writing of the Rural Budgets Administration Committee's decision and, if supported, be asked to recognize the Regional District for its contribution.

OTHER CONSIDERATION(S):

None.

Attachments:

1. Grant Application



Society #:	S00192210		
Name:	South Peace Art Society (Dawson Creek Art Gallery)		
Civic Address:	101-816 Alaska Ave		
Mailing Address:	same as above		
City:	Dawson Creek	Postal Code:	V1G 4T6
Contact Person:	Marsha C. Stewart	Alternate Person:	Jennifer Lalonde
Tel:	(250)719-7663	Tel:	(250)719-7361
Email:	ed@dcartgallery.ca	Email:	JLalonde@lvcu.ca

SOCIETY EXECUTIVES

President: Jennifer Lalonde
Vice President: Tamara Golinsky
Treasurer: Mike McPhail

PROJECT COSTS

Total Cost of Project: 20,000
Amount Requested per 7,000
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.

Age appropriate packages that contain all of the supplies and materials required for participants to engage in the creative arts will be circulated throughout the PRRD at no cost to the participants.

12 different packages for 3 different age groups will be circulated over 12 weeks. Age groups are youth (4-12 year old's), teens (13 plus) and family/teams. These are designed to engage the user in learning a new skill but to also share their "heart work" and contribute to their community by reaching out to a neighbour, taking care of the environment or doing a good deed. In a time when people are unsure how they can safely interact with friends and neighbours this program will help keep communities healthy and connected.

Please see the attached for more information.

ATTACHMENTS REQUIRED:

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

Signature of Applicant:

Date:

For Office Use Only

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

Gas Tax: ☐

Other: ☐



This program (heart work), will offer a needed amenity to northern communities. This free program will provide people of all ages an opportunity to learn new skills and express themselves in a healthy manner. In a time when so many day to day routines and supports have been disrupted, this program offers a positive outlet and accessible support. This program will have a lasting impact on communities that will exist beyond the duration of the program, and lead to a more robust artistic, and cultural identity in the north. People will look back (at their memories of the COVID-19 pandemic) and remember that they were able to engage in the arts, learn new skills and contribute to their community. Everyone from families that are homeschooling to isolated seniors, to single people that are isolated from their social circles will benefit from this program.

Program Budget:

Cash expenses:

Summer Student Wages and Supervision:	\$8,000
Material & Supplies for Packages:	\$10,000
Advertising & Promotion:	\$1,000
Package Delivery to PRRD locations:	\$1,000
<i>Total:</i>	<i>\$20,000</i>

In-kind contributions from Gallery and Partnering Organizations:

Use of office space & equipment	\$1,500
Partnering organizations (staff circulating packages & promoting program)	\$1000
<i>Total In-Kind Contributions:</i>	<i>\$2,500</i>

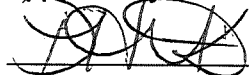
Confirmed Cash Contributions:

BC Gaming	\$3,000
City of Dawson Creek	\$5,000
Young Canada Works (Student Grant)	\$4,000
United Way of Northern BC	\$1,000
<i>Total Conformed Cash Contributions:</i>	<i>\$13,000</i>
<i>Funds Requested from PRRD:</i>	<i>\$7,000</i>
<i>Total Program Budget:</i>	<i>\$20,000</i>

SOUTH PEACE ART SOCIETY
Statement of Financial Position
December 31, 2018

	December 31, 2018	December 31, 2017 (unaudited)	January 1, 2017 (unaudited)
ASSETS			
CURRENT			
Cash	\$ 96,168	\$ 52,301	\$ 58,168
Receivables (Note 4)	7,458	6,240	992
Inventory	14,746	20,031	21,644
Goods and services tax receivable	-	-	186
Prepaid expenses	10,689	-	-
	129,061	78,572	80,990
RESTRICTED CASH	73,049	73,049	73,049
TANGIBLE CAPITAL ASSETS (Note 5)	141,733	134,194	131,744
	\$ 343,843	\$ 285,815	\$ 285,783
LIABILITIES AND NET ASSETS			
CURRENT			
Trade payables	\$ 20,861	\$ 5,588	\$ 3,879
Wages payable	2,288	1,173	2,493
Consignment inventory liability	2,883	-	-
Source deductions payable	4,633	1,979	-
Goods and services tax payable	179	693	-
Provincial sales tax payable	1,318	2,256	-
Deferred revenue	11,764	-	2,000
	43,926	11,689	8,372
NET ASSETS			
Invested in tangible capital assets	141,733	134,194	131,744
Internally restricted	73,049	73,049	73,049
Unrestricted	85,135	66,883	72,618
	299,917	274,126	277,411
	\$ 343,843	\$ 285,815	\$ 285,783

Approved by



Director



Director

See accompanying notes to financial statements

SOUTH PEACE ART SOCIETY
Statement of Operations
Year Ended December 31, 2018

	2018	2017 (Unaudited)
REVENUES		
Art Rentals	\$ 670	\$ 3,980
Donations	14,792	5,883
Fundraising - activities	62,726	54,850
- donated goods	19,463	29,640
Gift Shop	130,076	135,199
Grants	71,728	41,709
Interest and sundry	6,394	10,045
Memberships	6,380	6,265
Projects	-	5,250
Rural Dividend Fund	63,236	1,144
Sale of Art	27,355	9,029
Space Rentals	2,337	1,325
Workshop Fees	29,213	37,473
	434,370	341,792
EXPENSES		
Accounting and legal	8,100	2,080
Advertising and promotion	9,470	4,508
Artist fees	19,808	6,503
Bank charges	5,326	7,690
Capital expenditures	7,539	2,450
Conservation	1,161	22
Consulting and professional fees	25,793	-
Curatorial	-	2,344
Education	12,560	13,676
Exhibition	3,798	6,771
Fundraising	34,120	40,065
Gift Shop	82,259	86,075
Goods and services tax included in expenses	2,732	6,223
Infrastructure	6,204	-
Insurance	219	388
Membership fees	552	845
Office and sundry	8,414	6,034
Picture rental	400	994
Provincial sales tax included in expenses	1,821	1,410
Repairs and maintenance	7,174	6,289
Small equipment and supplies	4,283	-
Travel	1,979	117
Wages and benefits	172,406	153,042
	416,118	347,526
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 18,252	\$ (5,734)

See accompanying notes to financial statements

SOUTH PEACE ART SOCIETY
Statement of Changes in Net Assets
Year Ended December 31, 2018

	Invested in Equipment	Internally Restricted	Unrestricted	2018	2017 (Unaudited)
NET ASSETS - BEGINNING OF YEAR	\$ 134,194	\$ 73,049	\$ 66,883	\$ 274,126	\$ 277,410
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	-	-	18,252	18,252	(5,734)
TANGIBLE CAPITAL ASSET ADDITIONS	7,539	-	-	7,539	2,450
NET ASSETS - END OF YEAR	\$ 141,733	\$ 73,049	\$ 85,135	\$ 299,917	\$ 274,126

See accompanying notes to financial statements

SOUTH PEACE ART SOCIETY
Statement of Cash Flows
Year Ended December 31, 2018

	2018	2017 (Unaudited)
OPERATING ACTIVITIES		
Excess (deficiency) of revenues over expenses	\$ 18,252	\$ (5,734)
Changes in non-cash working capital:		
Receivables - (increase)	(1,218)	(5,248)
Inventory - decrease	5,285	1,613
Prepaid expenses - (increase)	(10,689)	-
Payables - increase	20,473	5,502
Deferred revenue - increase (decrease)	11,764	(2,000)
	25,615	(133)
INCREASE (DECREASE) IN CASH FLOW	43,867	(5,867)
Cash - beginning of year	125,350	131,217
CASH - END OF YEAR	\$ 169,217	\$ 125,350
CASH CONSISTS OF:		
Cash	\$ 96,168	\$ 52,301
Restricted cash	73,049	73,049
	\$ 169,217	\$ 125,350

See accompanying notes to financial statements

SOUTH PEACE ART SOCIETY
Notes to Financial Statements
Year Ended December 31, 2018

1. PURPOSE OF THE SOCIETY

South Peace Art Society (the Society) is a not-for-profit organization incorporated provincially under the Societies Act of British Columbia. As a registered charity the society is exempt from the payment of income tax under Section 149(1) of the Income Tax Act.

The society operates to foster the growth, awareness and appreciation of the visual arts in Dawson Creek and surrounding area.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPPO) and reflect the following policies.

First time adoption of accounting standards for not-for-profit organizations

During the year the Society adopted accounting standards for not-for-profit organizations. The company's first reporting period using the standards is December 31, 2018. As a result the date of transition to ASNFPPO is January 1, 2017. The Society previously presented under Canadian generally accepted accounting principles (GAAP) annually to December 31st of each fiscal year up to and including December 31, 2017.

With regard to the Society's transition from former GAAP to ASNFPPO, the Society has not made any elections available. The transition has been applied retrospectively, resulting in no changes to beginning net assets and no restatements of assets and liabilities.

Basis of presentation

Comparative amounts have been restated to conform to current year's presentation

Cash and cash equivalents

Cash is defined as cash on hand, cash on deposit and short term deposits with maturity dates of less than 90 days net of cheques issued and outstanding at the reporting date.

Financial instruments

The Society initially measures its financial instruments at fair value. In subsequent periods, the Society measures all of its financial assets and 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 the statement of operations.

Financial assets measured at amortized cost include cash, receivables, and inventory.

Financial liabilities measured at amortized cost include payables and deferred revenue.

(continues)

SOUTH PEACE ART SOCIETY
Notes to Financial Statements
Year Ended December 31, 2018

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*continued*)

Revenue recognition

South Peace Art Society follows the deferral method of accounting for contributions.

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

Contributed goods are recorded at their estimated fair market value on the date of acquisition.

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, contributions in kind, deferred revenues and payables. All estimates are reviewed periodically and adjustments are made to the statements of operations as appropriate in the year they become known.

Inventory

Inventory is valued at the lower of cost and net realizable value with the cost being determined on a first-in, first-out basis.

Prepaid expenses

Prepaid expenses consist of prepaid operating expenses which will be expensed in the periods expected to benefit from them.

Tangible capital assets

Tangible capital assets are stated at cost and are not amortized; however, in common with not-for-profit organization, acquisitions are expensed in the year incurred. Contributed capital assets are recorded at fair value at the date of contribution.

Expenditures for maintenance and repairs are charged to operating expenses as incurred. Significant expenditures for improvements are capitalized.

The carrying amount of an item of tangible capital assets 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 asset's carrying amount is not recoverable and exceeds its fair value.

Deferred revenue

Deferred revenue consists of grants received in support of the Society operations which will be recognized in the period in which the related expenses are incurred.

SOUTH PEACE ART SOCIETY
Notes to Financial Statements
Year Ended December 31, 2018

3. COMPARATIVE FIGURES

The prior year comparative figures were compiled and have been presented for comparative purposes only. We have not been engaged to report on the comparative amounts, and as such they are not audited.

4. ACCOUNTS RECEIVABLE

	2018	2017 (Unaudited)
Trade accounts receivable	\$ 3,593	\$ 1,226
Grants receivable	1,333	4,000
Employee advances receivable	1,500	-
Accrued interest receivable	1,032	1,014
	\$ 7,458	\$ 6,240

5. TANGIBLE CAPITAL ASSETS

	2018	2017
Equipment	\$ 92,072	\$ 84,533
Permanent collection and art books	46,963	46,963
Leasehold improvements	2,698	2,698
	\$ 141,733	\$ 134,194

6. FINANCIAL INSTRUMENTS

The society is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the society's risk exposure and concentration as of December 31, 2018.

(a) Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The maximum exposure to credit risk is the carrying value of cash, temporary investments, restricted cash, and trade receivables on the statement of financial position. The Society has limited exposure to this type of risk.

(continues)

SOUTH PEACE ART SOCIETY
Notes to Financial Statements
Year Ended December 31, 2018

6. FINANCIAL INSTRUMENTS (*continued*)

(b) *Liquidity risk*

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The society is exposed to this risk mainly in respect of its receipt of funds from its customers and other related sources, and accounts payable. 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 Society has limited exposure to this type of risk.

(c) *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 three types of risk: currency rate risk, interest rate risk and other price risk. The society is mainly exposed to interest rate risk and currency risk.

(d) *Currency risk*

Currency risk is the risk to the Society's earnings that arise from fluctuations of foreign exchange rates and the degree of volatility of these rates. The Society has limited exposed to this type of risk.

(e) *Interest rate risk*

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. The Society's interest bearing assets include cash, temporary investments and restricted cash. The Society's cash and cash equivalents are generally of a demand nature which minimizes the impact of fluctuations in market interest rates. These assets are held with Lake View Credit Union.

Unless otherwise noted, it is management's opinion that the society is not exposed to significant other price risks arising from these financial instruments.



REPORT

To: Rural Budgets Administration Committee

Report Number: FN-RBAC-010

From: Teri Vetter, Chief Financial Officer

Date: June 8, 2020

Subject: Grant Request – District of Chetwynd, Wild-land Fire Protection Unit

RECOMMENDATION:

That the Rural Budgets Administration Committee authorize a grant in the amount of \$25,000, payable from Electoral Area E Peace River Agreements, Spending Item #4 – Assistance to Other Organizations, to be issued to the District of Chetwynd to assist with the purchase of a Wild-land Fire Protection Unit.

BACKGROUND/RATIONALE:

The District of Chetwynd is requesting a \$25,000 grant to support the District of Chetwynd Volunteer Fire Department in the purchase a Wild-land Fire Protection unit that will enhance the department's ability to access remote and/or hard to reach fires, beyond the range of the existing fire hydrant network. The total cost of the unit is \$100,000. Other sources of funding include:

District of Chetwynd	\$50,000
Union of British Columbia Municipalities	\$25,000

Please refer to the attached grant application for further information.

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee respectfully deny the \$25,000 grant request from the District of Chetwynd and provide no grant funding to support the purchase of a Wild-land Fire Protection Unit.
2. That the Rural Budgets Administration Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Responsive Service Delivery
- ☒ Enhance Emergency Planning and Response Capacity

FINANCIAL CONSIDERATION(S):

As of May 31, 2020 the balance available for Electoral Area E, Peace River Agreements was \$1,854,099.63.

COMMUNICATIONS CONSIDERATION(S):

The applicant will be notified in writing of the Rural Budgets Administration Committee's decision and, if supported, be asked to recognize the PRRD for its contribution.

Staff Initials:

Dept. Head: *Teri Vetter*

CAO: *Shawn Dahlen*

Page 1 of 2

OTHER CONSIDERATION(S):

None.

Attachments:

1. Grant Application



Society #:

Name: District of Chetwynd

Civic Address: 5400 Hospital Road

Mailing Address: Box 357

City: Chetwynd

Postal Code: V0C1J0

Contact Person: Ellen McAvany

Alternate Person: Curtis Redpath

Tel: 250-401-4113

Tel: 250-556-4123

Email: emcavany@gochetwynd.com

Email: credpath@gochetwynd.com

SOCIETY EXECUTIVES

President:

Vice President:

Treasurer:

PROJECT COSTS

Total Cost of Project: 99549.12

Amount Requested per 25,000.00

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? 100,000.00Was 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.

The wildland fire protection unit will complement the Chetwynd Volunteer Fire Department in accessing remote or hard to reach areas for fires and support the members in training and skill development to improve ability to reach fires beyond established range of existing hydrant networks.

The wildland fire unit and amenities will support the District of Chetwynd Volunteer Fire department while protecting and fight fires, including within the Fire Protection Area which encompasses part of the PRRD Electoral Area "E" and supports the current wildfire planning.

Fire protection, safety, training and equipped to respond to emergencies in the region.

Other sources of funding: Union of British Columbia Municipalities - \$25,000.00

ATTACHMENTS REQUIRED:

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

Signature of Applicant:

Chewson

Date:

*May 19/20***For Office Use Only**

Fair Share: B C D E

PRA: B C D E

BCR/PRA: B C D E

Gas Tax:

Other: _____

Brush Truck Quotes	Purchase Price	Tax	
Truck	53000	6360	
CET Skid Unit	19730	2367.6	
Emergency Lights/Siren	9604	1152.48	
Decals	1124	134.88	
Tool Boxes	2374.97	285	
FF Equipment	3050.17	366.02	
Total	88883.14	10665.98	Grand Total 99549.12



6415 GOLDEN WEST AVE
RED DEER, AB, CANADA
T4P 2X3

From: RAY BONIN
ray@rockymountainphoenix.com

Phone: (403) 347-7045
Fax: (403) 347-7049
Toll Free: (800) 494-4210

ESTIMATE

Date: APRIL 1 2020

COMPANY: CHETWYND

Number of Pages This Quote:

ATTENTION:

Fax:

.....
.....

Qty	Item #	Description	Cost Each	Cost Extension
1	CET-SKIDUNIT	SKIDUNIT WITH PFP20HPKHLMR PUMP, 300 GALLON WATER 10 GALLON FOAM, SCOTTY FOAM SYSTEM, 1" TANKFILL, 3/4" GARDEN HOSE, 2 EA 1.5" NPSH DISCHARGE, 1 EA 2.5" BAT SUCTION, ELECTRIC HOSE REEL WITH 150FT X 1" HOSE, POLY PRE CONNECT TRAY FOR 200 FT X 1 3/4" HOSE	\$19730.00	

Note:- Pricing is firm for 30 days.

Product is F.O.B. Red Deer, AB
All taxes apply

If you have any more questions, please feel free to contact me anytime at 1-800-494-4210.

Thanks again!

Ray Bonin



Truck Bed Tool Box

Part #: BTE 8051027
Line: Balkamp Tool & Equipment



This item is not vehicle specific.

RESERVE ONLINE PRICE (CAD):

\$418.99/Each

Pickup In Store

Available in 24-48 hrs. at 20053B INDUSTRIAL AVE
Check nearby stores

Qty: 1

ADD TO CART



Features & Benefits

Warranty: Download

Perfect Additions NAPA tool boxes provide quality construction and features that you expect from NAPA at an excellent value

- Perfect Additions NAPA tool boxes provide quality construction and features that you expect from NAPA at an excellent value
- Offset construction allows lid to fully open, Domed lid for great looks and strength, 2 Full length heavy duty lid braces, Heavy duty gas struts provide self-rising lid, Industrial grade Paddle handles.
- Double latch security with industry leading 5/16" striker pins, Full width tub for maximum storage capacity, 1 piece tub construction for lasting durability, Super-soft gasket to weatherproof seal

Specifications

Dimensions	47.75" L x 20.5" W x 18" D
Lockable - Non-Lockable	Lockable
Manufacturer	Balkamp, Inc.
Manufacturer Part Number	805-1027



Tool Box, Aluminum, Top Mount, Perfect Additions Premium

Part #: BTE 8051067
Line: Balkamp Tool & Equipment



This item is not vehicle specific.

RESERVE ONLINE PRICE (CAD):

\$977.99/Each

Pickup In Store

Special order: Reserve Now
Check nearby stores

Qty: 1

ADD TO CART



Features & Benefits

Warranty: Download

Premium grade Perfect Additions NAPA tool boxes are engineered to be the hardest working, longest lasting boxes in the market. Featuring top quality components and providing a professional image worthy of your name and ours.

- Premium grade Perfect Additions NAPA tool boxes are engineered to be the hardest working, longest lasting boxes in the market. Featuring top quality components and providing a professional image worthy of your name and ours.
- Heavy-duty reinforced door, Stainless T-Handles for security, Weatherproof channel and premium gasket to seal out elements

Specifications

Dimensions	96" L x 12.75" W x 16" D
Lockable - Non-Lockable	Lockable
Manufacturer	Balkamp, Inc.
Manufacturer Part Number	805-1067
Material Type	Aluminum

**JOHNSON RADIATOR SERVICES LTD.**

DBA JOHNSON INDUSTRIAL

PO Box 1269, Chetwynd, BC V0C 1J0

Tel. (250) 788-3535

Fax (250) 788-2914

CUSTOMER 000D2281

DISTRICT OF CHETWYND

BOX 357

CHETWYND, BC V0C 1J0

Work: () -

Res. : (250) 788-2281

Cel. : (250) 788-6394

Fax. : () -

VEHICLE :

MAKE :

MODEL :

YEAR :

LICENSE :

COLOUR :

KM : 0

CYLINDERS :

ENGINE :

VIN # :

GST
R102699865PST
1002-6357

P.O. #

ESTIMATE #
112327DATE
March 25 2020**ESTIMATE**

QTY	PART NO	DESCRIPTION	UNIT \$	%	PARTS	LABOUR
1	0000000N	'17/'18 F-350				
20	00000TRS	REPLACE INSTALL SIREN KIT & EMERGENCY LIGHTS {UN} ***** \$2600.00 *****	130.00			\$2,600.00
0	00000INS	INSTALL SIREN KIT {UN}				
1	00SA315P	SIREN KIT	482.63		\$482.63	
1	295SLSA6	CONTROLLER	1272.38		\$1,272.38	
1	0000000N	CONTROLLER OPERATES THE BAR, SIREN IS COMPATIBLE				
1	0000000N	WITH AFTERMARKET LIGHTING ***** \$1755.01 *****				
0	00000INS	INSTALL 4FT EMERGENCY LIGHT BAR {UN}				
1	0007810R	4FT EMERGENCY LIGHT BAR, WOLO	1418.60		\$1,418.60	
1	0000000N	WOLO BAR IS CONTROLLED BY A WIRED REMOTE & WILL				
1	0000000N	REQUIRE MODIFICATION TO BE USED WITH WHELEN				
1	0000000N	CONTROLLER				
1	0CB25P3R	4FT EMERGENCY LIGHT BAR, WHELEN	3352.05		\$3,352.05	
1	0000000N	WHELEN BAR HAS BUILT IN TRAFFIC CONTROL IN THE REAR ***** \$4770.65 *****				
0	00000INS	INSTALL 4X4 GRILL LIGHTS {UN}				
2	00076792	4X4 GRILL LIGHTS FLASHING RED ***** \$176.10 *****	88.05		\$176.10	
0	00000INS	INSTALL 1X6 FLASHING REAR LIGHTS {UN}				
2	S19SM6A3	1X6 FLASHING RED LIGHTS ***** \$331.72 *****	165.86		\$331.72	
0	00000INS	INSTALL TWO WORK LIGHTS ON DECK {UN}				
2	0NHI54SQ	4" SQUARE 54W 120 FLOOD LIGHT, NIGHTRIDER ***** \$103.88 *****	51.94		\$103.88	

*** Thank you for your business! ***

*** Continued on next page ***



Chetwynd Fire Department - Motorola XPR Quote

Created by Justin McKinnon, April 16th, 2020

Line Item	Qty	Description	Price	Ext. Price
Equipment required: Motorola XPR5550				
1	1	Motorola XPR5550 - AAM28JNN9RA1AN	\$ 1,238.43	\$ 1,238.43
2	1	Coaxial Kit NMOKFUD - 85-00001	\$ 20.00	\$ 20.00
3	1	Larsen Whip - 85-00007	\$ 20.00	\$ 20.00
4	1	Larsen VHF Coil - 85-00042	\$ 50.00	\$ 50.00
5	1	Mini UHF Connector - 09-00020	\$ 4.00	\$ 4.00
6	1	Fender Mount Bracket - 07-01902	\$ 20.00	\$ 20.00
7	1	Fuse Holder - 100-00002	\$ 5.00	\$ 5.00
8	1	Clamshell Bracket - 07-00051	\$ 38.00	\$ 38.00
			Total Parts	\$ 1,395.43

Installation labour required at Location

1	0	Technician Primary	\$ 100.00	\$ -
2	0	Technician Helper	\$ 100.00	\$ -
			Total Labour	\$ -

TOTAL SITE COST:

\$ 1,395.43

Labour based on our best estimate and will be billed as actual.

Included in the scope of work:

Supply two way radio. Price is 15% off MSRP.

GUILLEVIN INTERNATIONAL CO.
2233 QUINN STREET
PRINCE GEORGE, BC V2N 2X4
P:250-960-4300 F:250-563-6625

QUOTATION

Quotation Expires
05/14/20

CONTACT:

QUOTE #	SLMN	PAGE
1036218	4602	1
DATE (MM/DD/YY)	INSLMN: 9003	
04/14/20	DILLON	
REV #	FOB	
000	SHIP POINT	
REV. DATE	FREIGHT	
04/14/20	COLLECT	

QUOTE FOR CUSTOMER #: 75-01657

CHETWYND, DISTRICT OF,
PO BOX 757
4552 NORTH ACCESS ROAD
CHETWYND
BC V0C 1J0 CAN 250 788 2281

CUS PO #:
JOB NAME: CURTIS REDPATH

LN	QTY	MFR	CATALOG	DESCRIPTION	PRICE PER	EXT AMT
01	10	GRL	G1921150F100	1.5"X100'FORESTRY FIRE HOSE AS	115.00 E	1,150.00
02	12	GRL	G1921063GHT50	ECONO-58 HOSE 5/8X50' W/C	69.05 E	828.60
03	4	GRL	G97BGHT	BRASS 3/4"GHT NOZZLE	5.22 E	20.88
04	3	SCOTY	4040	WATERTHIEF W/O SHUTOFF	6.45 E	19.35
05	3	SCOTY	4050	3-WAY VALVE 1.5NPSH	39.44 E	118.32
06	12	GRL	G86150	INSTANTANEOUS 1-1/2" MALE PIPE	6.48 E	77.76
07	12	GRL	G87S150	INSTANTANEOUS 1-1/2" NPSM FEMA	6.48 E	77.76
08	4	OTB	20	PORT FIRE EXTING 5 GAL (US) PO	172.50 E	690.00
09	6	UFS	1575PC	FOG NOZZLE POLYCARB 11/2I	11.25 E	67.50

MDSE: 3,050.17 *
GST/HST: 152.51
PST/QST: 213.51

TOTAL 3,416.19 **

PLEASE NOTE: This is not an offer to contract, but merely a quotation of current prices for your convenience and information. Orders based on this quotation are subject to our acceptance on the [terms and conditions](#) stated in our written acknowledgement of order. We make no representation with respect to compliance with job specifications. Every order resulting from this quote will be subject to all applicable taxes and eco fees.

KTP-000187

5-NOSMAL, NE, 100187, J0241 5000

U/I
CERT CERT CERT TRD RAMP BUWP CANP BOOK EXFL

1FD0W5HY3 KEC18022 NE

BC09



VEHICLE DESCRIPTION

SUPER DUTY
2019 F-350 X34 CREW CHASSIS
X34 6.8L V8 4.0 ENGINE
6 SPEED AUTOMATIC TRANS

EXTERIOR
MEDIUM WHITE
INITIALS
MEDIUM EARTH GRAY VINYL

KE C18022

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STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE IN THE BASE PRICE BELOW

EXTERIOR
• CHASSIS, SOLAR TINTED
• CHASSIS, SOLAR TINTED
• HEADLAMPS, DUAL BEAM
• LIGHT, UNDER HOOD SERVICE
• LIGHTS, ROOF CLEARANCE
• STOP LAMP, HIGH MOUNT CTR
• TOW HOOKS
• WIPERS, FIXED INTERVAL

INTERIOR
• AIR CONDITIONING
• AIR CONDITIONING
• FLOOR COVERS, COLOR KEYED
• GEAR HANDLES, DRYER/PASS
• HEADLINER, CLOTH OK
• LAMPS, DOME/DUAL MAP
• POWER POINT, FRONT
• REARVIEW MIRROR, DAY-NIGHT
• SCUFF PLATES, COLOR KEYED
• TACHOMETER
• UPFITTER SWITCHES (6)

FUNCTIONAL
• ABS, POWER 4-WHEEL DISC
• BELT-MINDER CHIME
• BLIND-SPOT MONITOR
• HOOD, BLACK HEATER
• SHOCKS, HEAVY DUTY
• STABILIZER BAR, FRNT & REAR
• STEERING, POWER
• TRAILER TOW-7-WIRE HARNESS

SAFETY/SECURITY
• CHILD SEAT TETHERS
• AIRBAGS, DRIVER & PASS
• PASSIVE ANTI-LOCK SYSTEM
• SAFETY BELT REMINDER
• SOS POST CRASH ALERT SGT
• WARRANTY
• 3 YEAR/60,000 KM BASIC
• STEAR/100,000 KM
• POWERTRAIN
• ROADSIDE ASSISTANCE 24 HRS

INCLUDED ON THIS VEHICLE

OPTIONAL EQUIPMENT/OTHER
2019 MODEL YEAR
FEDERAL EXCISE TAX
PREFERRED EQUIPMENT PKG.650A
TRANS POWER TAKE-OFF PROVIS
8.6L V10 ENGINE
22000 LBS GVWR
4.88 RATIO LIMITED SLIP AXLE
XL DECOR PACKAGE
LESS TIRE INFLATION MONITOR
19500W GVWR PACKAGE
SKID PLATES
90 STATE EMISSIONS
SPARE TIRE AND WHEEL
TRAILER BRAKE CONTROLLER
CRUISE CONTROL
JLCOF AXLE RFLR, TANK
PAYLOAD PLUS PACKAGE UPGRADE
VINYL 40/20/60 SEATS

(MSRP)
100.00
NO CHARGE
320.00
NO CHARGE
120.00
200.00
NO CHARGE
410.00
350.00
NO CHARGE
NO CHARGE
NO CHARGE

PRICE INFORMATION
BASE PRICE \$57,699.00
TOTAL OPTIONS/OTHER 2,230.00
TOTAL VEHICLE & OPTIONS/OTHER 59,929.00
DESTINATION & DELIVERY 1,900.00

"THIS VEH. NOT INTENDED FOR
SALE OR REGISTRATION IN US.
RETAIL PRICES EXCLUDE
CUSTOM

TOTAL MSRP \$61,729.00

* MANUFACTURER'S SUGGESTED RETAIL PRICE = MSRP.
* MSRP, THE PRICE HAS BEEN INFLATED AS A RESULT OF INFLATION AND IS NOT
THE PRICE YOU WILL PAY. THE PRICE YOU WILL PAY IS THE PRICE YOU WILL PAY.
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THE PRICE YOU WILL PAY. THE PRICE YOU WILL PAY IS THE PRICE YOU WILL PAY.

TRAILER CHASSIS TERMINAL UN	CS67	FINAL ASSEMBLY PLANT USE OR MORTGAGE	ITEM #	A1-000A O/T 5
TRAILER CHASSIS TERMINAL UN	CONVOY	KENTUCKY	JG241 N RECCX	915 000187 07 24 18

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L/100km NON APPLICABLE

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1FD0W5HY3KEC18022

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Genuine Ford Accessories are engineered for your vehicle.
Warranty. Certain conditions, limitations and exclusions
apply. See your Dealer for details.

03/26/2020





028248 km

1 K N U M < I





Ellen McAvany

To: Curtis Redpath
Subject: RE: new truck decals

From: shooks [<mailto:shooks@telus.net>]

Sent: May 19, 2020 11:43 AM

To: Curtis Redpath

Subject: new truck decals

CAUTION: This email originated from outside of the organization.
Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning,

Please see attached a rough proof of the decals that will be installed on the new truck.

The quote for this project is \$1124.00 plus taxes.

This includes removal of the reflective on all three sides of the deck, supply and install logos, words on hood, pinstripe down each side, and chevron on three sides of deck.

Thanks
Sandi Shook
Aleet Signs & Graffix
250-788-3974

--

BEGIN-ANTISPAM-VOTING-LINKS

Teach CanIt if this mail (ID 0b2EGHIQS) is spam:

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REPORT

To: Rural Budgets Administration Committee

Report Number: FN-RBAC-009

From: Teri Vetter, Chief Financial Officer

Date: June 5, 2020

Subject: **May 2020 Financial Report**

RECOMMENDATION:

That the Rural Budgets Administration Committee receive the May 2020 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



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

29-May-20

Current Year Allocation		2015	2016	2017	2018	2019	2020	GIA Remaining
		Budget	Budget	Budget	Budget	Budget	Budget	
		200,000.00	103,000.00	103,000.00	103,000.00	130,000.00	130,000.00	
AREA B		Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
		189,845.00	103,000.00	103,000.00	103,000.00	130,000.00	3,500.00	
	Big Bam Ski Hill				-			-
	Buick Creek Community Club	-		-	-	-		-
	Cache Creek Community Club				-			-
	Cecil Lake Rec. Commission				-	(0.00)		(0.00)
	Fort St. John Gradfest	-	-	-	-	1,000.00		1,000.00
	Golata Creek Recreation Society		1,894.09		--			1,894.09
	Goodlow Community Club		8,023.16		--	-		8,023.16
	Halfway Graham Community Club	(0.00)			-			(0.00)
	King's Valley Christian Camp	-		-		7,621.50		7,621.50
	Montney Rec. Commission	-	-	686.42	4,623.28	17,500.00		22,809.70
1,000.00	North Peace 4-H District Council	-	-	-	-	-		-
	North Peace Fall Fair Society	-	-	-	-	-		-
	North Peace Historical Society	-	-	-	0.00	-		0.00
	North Peace Light Horse Assn.	-			-			-
	North Peace Ride for Disabled	-						-
	Osborn Community Club	2,830.05	1,656.42		1,678.00	16,070.00		22,234.47
	Rock of Ages Bible Camp					3,386.23		3,386.23
	Rose Prairie Curling Society	-	(0.00)	0.00	-	1,729.75		1,729.75
	Wonowon Horse Club	-		-				-
2,000.00	Area B Rural Bursary	-	-	-	-	-		-
1,500.00	Youth Travel	-	-	-	-	1,300.00		1,300.00
4,500.00	Total Area B	2,830.05	11,573.67	686.42	6,301.28	48,607.48	-	69,998.90
		2015	2016	2017	2018	2019	2020	GIA Remaining
		Budget	Budget	Budget	Budget	Budget	Budget	
		100,000.00	80,000.00	80,000.00	50,000.00	60,000.00	50,000.00	
AREA C		Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
		81,250.00	72,900.86	53,319.11	42,150.00	60,000.00	2,000.00	
	Big Bam Ski Hill							-
	Charlie Lake Community Club	-	0.00		82.56	12,336.76		12,419.32
	Fort St. John Gradfest	-	-	-	-	1,000.00		1,000.00
	Lake Point Golf Club			-		-		-
	North Peace 4H District Council							-
	North Peace Fall Fair Society	-	-	-	-	1,599.25		1,599.25
	North Peace Historical Society	-	-	-	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
2,000.00	Total Area C	-	0.00	-	1,592.42	15,736.01	-	17,328.43

		2015	2016	2017	2018	2019	2020	GIA Remaining
		Budget	Budget	Budget	Budget	Budget	Budget	
		102,000.00	102,000.00	102,000.00	102,000.00	103,000.00	103,000.00	
AREA E		Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
		102,000.00	102,000.00	102,000.00	102,000.00	103,000.00	3,000.00	
	Camp Emile					8,307.24		8,307.24
	Chetwynd & Dist Rec. Centre	-	-	-	-			-
	Chetwynd Electric Eels Swim Assn.	-	-	-	-	10,000.00		10,000.00
	Chetwynd Gymkhana	-	63.08	-	-	3,773.76		3,836.84
	Chetwynd Rod & Gun Club	-	-	-	-	-		-
	Chetwynd Social Planning Society	-	-	-	-	-		-
	Chetwynd Horse Club Society			-	1,373.75	4,340.00		5,713.75
	Foothills Team Roping Club	-	-	-	-	35.00		35.00
	Jackfish Community Association	-	2,080.56	15,500.00	-			17,580.56
	Little Giants Figure Skating Club	-	-	-	-	-		-
	Little Prairie Heritage Society	-		311.98	3,452.91	5,551.76		9,316.65
	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	-			-			-
	Pine Valley Seniors Assn.	-	-	-	-	120.00		120.00
	Sagittawa Christian Camping Society				-			-
1,000.00	Area E West Bursary	-	-	-	-	-		-
2,000.00	Youth Travel	-	-	-		2,000.00		2,000.00
3,000.00	Total Area E	-	2,143.64	19,021.36	8,612.46	36,916.71	-	66,694.17
		2015	2016	2017	2018	2019	2020	GIA Remaining
		Budget	Budget	Budget	Budget	Budget	Budget	
		150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	200,000.00	
SUB-REGIONAL		Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
		150,000.00	150,049.93	150,000.00	150,000.00	150,000.00	4,500.00	
	ARK - Dawson Creek Youth Centre Society	-	-	-	-	-		-
	Bessborough Community Club	-	-	-	-	-		-
	Cutbank Community Club		-	-	-	-		-
	Dawson Creek Sportsman's Club	-	-	-	16,000.00	23,673.19		39,673.19
	Doe River Gymkhana Club		4,047.05					4,047.05
	Doe River Recreation Commission	-	-	-	-	(0.00)		(0.00)
	Farmington Community Association	-	-	-	-	11,173.19		11,173.19
	Groundbirch Rec. Commission	-	-	-	-	90.00		90.00
	Hats n' Chaps Gymkhana		6,558.72		-			6,558.72
	Kilkerran Recreation Commission	-		2,000.00	1,125.00	2,000.00		5,125.00
	Kiskatinaw Fall Fair	-	-	32.36	0.00			32.36
	McLeod Rec. & Social Services Society	-	-	-	-	(0.00)		(0.00)
	Rolla Ratepayers	-	-	-	-	0.00		0.00
	Sunset Prairie Recreation Commission	-	(0.00)	2,126.23	42.83	5,345.66		7,514.72
	Swan Lake Enhancement Society	-	-	-	-	-		-
	Sweetwater 905 Society			225.00				225.00
	Tomslake Community Cultural Assn.	-	-	-	-	0.00		0.00
	Tomslake & District Rec Commission	-		-	-	-		-
	Tupper Community Club	-	-	-	2,207.84	0.00		2,207.84
3,000.00	Post Secondary Trade Bursary & Scholarship	-	-	-	-	3,000.00		3,000.00
1,500.00	Youth Travel	-	-	-	-	1,200.00		1,200.00
4,500.00	Total Sub-Regional	-	10,605.77	4,383.59	19,375.67	46,482.04	-	80,847.07
14,000.00	COMBINED GRAND TOTALS	2,830.05	24,323.08	24,091.37	35,881.83	147,742.24	-	234,868.57

Youth Travel Recipient Information ***

Date	Recipient	Total To-Date	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
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	1500
	TOTAL used		500	0	0	500	500	0	500	1500	200	200	0
	BALANCE Remaining		0	0	0	0	0	0	0	0	0	1300	1500
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	1000
	TOTAL used		500	300	500	500	0	500	0	1000	100	200	0
	BALANCE Remaining		0	0	0	0	0	0	0	0	0	800	1000
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	2000
	TOTAL used for year		1,200	900	2,000	1,400	800	2000	1500	2000	150	0	0
	BALANCE Remaining		0	0	0	0	0	0	0	0	0	2000	2000
Approved	Sub-Regional												
	A. Sorken - Rugby Western Canadians											50	
	DCSS - South Peace Campus Peace Rugby Girls										250		
	DCSS - South Peace Campus Track & Fld 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 Volleybay	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		
20-Dec-19	DCSS Grade 10 Girls Volleyball											250	
	TOTAL granted for year		1,500	1,500	1,500	1,500	1500	1500	1500	1500	1500	1500	1500
	TOTAL used for year		0	0	1,000	1,000	0	0	1500	1500	700	300	0
	BALANCE Remaining		0	0	0	0	0	0	0	0	0	1200	1500

* 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	
2020		2,000		
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	
2020		1,000		
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	
2020		500		
2020		500		
2019	Ethan Cameron	500	0	20-Jan-20
2019	Blaine Dixie	500	0	21-Nov-19
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	0	

Sub-Regional Bursary & Scholarship

Year	Name	Amount		Date Claimed
		Amount	Remaining	
2020		1,500		
2020		1,500		
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	
May 2020													
January 1, 2020 opening balance				1,794,921.40		1,460,302.65		3,226,063.82		2,864,568.73		9,345,856.60	
Total interest earned				14,404.54		11,516.84		26,371.45		23,416.41		75,709.24	
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	8,000.00		4,000.00						4,000.00
FSJ Library (45,500 in 2018, 2019, 2020)				Nov 16, 2017	136,500.00	91,000.00	22,750.00						22,750.00
Goodlow Comm Club; Concession and Gazebo Improvements				April 16, 2020	9,500.00								9,500.00
Kings Valley Christian Camp; Facility Improvements				April 16, 2020	9,050.00								9,050.00
NP Cultural Centre (30,000 in 2018, 2019, 2020)				Nov 16, 2017	90,000.00	60,000.00	15,000.00						15,000.00
NP Light Horse Assoc; Indoor Arena Improvements				Mar 15, 2018	15,000.00								15,000.00
Rock of Ages Bible Camp; Kitchen Range, Cooler, Siding				Apr 16, 2020	4,650.00								4,650.00
Rural Fire Protection Expansion Feasibility (CL)				Feb 16, 2017	10,000.00	8,794.54							1,205.46
Rural Gasification (Includes possible 5k for Blueberry Commune per Apr 16/15)				Oct 20, 2001; Apr 16, 2015	680,000.00	32,367.25							647,632.75
Upper Pine School PAC; Skating Rink Board Replacements				Apr 16, 2020	17,500.00		17,500.00						-
Waste Water Receiving Facility (Operating Deficit 75%)				Nov 27, 2014	-								-
Whiskey Jack Nordic Ski Club; Day Lodge & Ski Trails				Jan 16, 2020	20,000.00		20,000.00						-
					1,006,185.00	192,161.79	79,250.00	-	-	-	-	-	734,773.21
Area C													
Dave Mitchell & Assoc; Fire Protection Feas.				Mar 15, 2018	38,350.00	38,300.00							50.00
CLFD; 2 Apparatus				Feb 21, 2019	300,000.00	116,528.53		183,471.47					-
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	45,000.00	30,000.00		7,500.00					7,500.00
Natural Gas Extension Grants				Jan 16, 2020	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	42,186.00	28,124.00		7,031.00					7,031.00
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	-								-
Whiskey Jack Nordic Ski Club; Day Lodge & Ski Trails				Jan 16, 2020	20,000.00			20,000.00					-
					761,825.38	386,137.04	-	218,002.47	-	-	-	-	157,685.87
Area D													
Dave Mitchell & Assoc; Fire Protection Feas.				Mar 15, 2018	6,750.00	6,700.00							50.00
Dawson Creek Sportsman's Club; Indoor Range Expansion				Jun 18, 2015	80,000.00								80,000.00
Electrical Extension Grants				Ongoing	4,000.00								4,000.00
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
					1,125,750.00	99,090.26	-	-	-	-	-	-	1,026,659.74
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	4,000.00								4,000.00
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	5,187.15							694,812.85
Sunset Pr Rec Comm; Fair Kitchen				May 16, 2013	58,000.00	49,336.14							8,663.86
					827,000.00	70,525.29	-	-	-	-	-	-	756,474.71
Total Fair Share Bank Balance at Month End							1,730,075.94	1,253,817.02	3,252,435.27	2,887,985.14			9,124,313.37
Total Remaining Commitment							734,773.21	157,685.87	1,026,659.74	756,474.71			2,675,593.53
Balance After Remaining Commitments							995,302.73	1,096,131.15	2,225,775.53	2,131,510.43			6,448,719.84
							Area B	Area C	Area D	Area E			

Peace River Agreement Commitments			May 2020			K. Goodings Area B	B. Sperling Area C	L. Hiebert Area D	D. Rose Area E	Total
January 1, 2020 Opening Balance						1,873,663.04	2,889,645.58	1,729,261.68	2,090,906.16	8,583,476.46
Total interest						18,152.74	26,701.49	16,785.39	20,054.06	81,693.68
Subscription PRA \$						765,000.00	765,000.00	765,000.00	765,000.00	3,060,000.00
COMMITMENTS		Date Committed	Commitment	Previous Yrs. Payments	Category Code	Peace Agreement Payments This Year			Remaining Commitment	
Area B										
									-	
Boundary Lake WS; Increase Water Storage Construction		Oct 17, 2019	420,549.50	2,197.50	1	25,342.63			393,009.37	
Cecil Lake Rec Comm; Hall Exterior Steps		May 27, 2019	1,500.00	1,470.00	8				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	202,360.60	2	536.00			97,103.40	
Clearview Rec Facility; Property Assessment		Jan 19, 2017	50,000.00	25,286.48	2				24,713.52	
FSJ Seniors Assn Br#58; Seniors Hall Fire Alarm System Install		Apr 16, 2020	9,000.00		4	9,000.00			-	
Goodlow Comm Club; Concession & Gazebo Improvements		Apr 16, 2020	9,500.00		4				9,500.00	
Kings Valley Christian Camp; Facility Improvements		Apr 16, 2020	9,050.00		4				9,050.00	
Osborn Comm Hall; Facility Assessment & Asset Mgmt Plan		Feb 21, 2019, Feb 20, 2020	11,171.56	11,171.56	8				-	
Osborn Comm Hall; New Hall Construction Feasibility		Feb 20, 2020	13,828.44		8				13,828.44	
PR Regional Cattleman's Assn; Livestock Protection Program		Jan 16, 2020	58,333.34		4	58,333.34			-	
Rock of Ages Bible Camp; Kitchen Range, Cooler, Siding		Apr 16, 2020	4,650.00		4				4,650.00	
Upper Pine School PAC; Skating Rink Board Replacements		Apr 16, 2020	17,500.00		4	17,500.00			-	
Wonowon Function Feasibility Study *amt to be confirmed		Dec 19, 2019				1,700.00			(1,700.00)	
									-	
			926,957.84			112,411.97	-	-	-	567,684.73
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
CLFD; New Brush Truck		Feb 20, 2020	60,000.00		6					60,000.00
CL Waste H2O Truck Facility; Bio-solids Mgmt Fees Study		Aug 17, 2017	50,000.00	49,300.00	9					700.00
CL Waste H2O Truck Facility; Reclaimed H2O Fees/"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
NP Airport Sub Sewer; Upgrades		Jan 16, 2020	50,000.00		9					50,000.00
NP Airport Sub Water; Upgrades		Jan 16, 2020	50,000.00		1					50,000.00
NP Airport Sub; Water Distribution Maintenance Initiative		Dec 1, 2016	15,000.00	12,000.00	1					3,000.00
PR Regional Cattleman's Assn; Livestock Protection Program		Jan 16, 2020	25,000.00		4		25,000.00			-
										-
			891,212.50				25,000.00			750,250.00
Area D										
CDC; Kiskatinaw Watershed Stewardship (30K/yr 2016-2020)		Dec 17, 2015	150,000.00	120,000.00	4			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
Chilton Sewer; Upgrades		Jan 16, 2020	50,000.00		9			14,081.63		35,918.37
Cutbank Comm Club; Hall Improvements		Jan 16, 2020	11,358.35		3			11,358.35		-
DC Soc for Comm Living; Rural Seniors Initiatives		Apr 16, 2020	50,000.00		4					50,000.00
Harper/Imperial Sub Sewer; Upgrades		Jan 16, 2020	50,000.00		9			14,081.63		35,918.37
KL Comm Centre; Facility Audit, Asset Mgmt & Design Feasibility		Feb 21, 2019	65,000.00	63,591.89	8					1,408.11
KL Sewer Lagoon; Upgrades and Repairs		Feb 21, 2019; Mar 14, 2019; Jan 6, 2020	145,342.51	45,010.00	9			14,081.63		86,250.88
KL Sewer; Pump & Alarm System Install; Spare Pump		Feb 18, 2016	22,000.00	12,601.51	9					9,398.49
MI22 Community Park Assn; Operating Assistance		May 21, 2020	2,000.00		4					2,000.00
PC/DC Fire; Pouce Coupe Fire New Tender		Feb 20, 2020	250,000.00		6					250,000.00
PR Regional Cattleman's Assn; Livestock Protection Program		Jan 16, 2020	58,333.33		4			58,333.33		-
Rolla Dike; Legal Risk Assessment		Jan 16, 2020	50,000.00		1					50,000.00
Rolla Dike; Operations		Jan 16, 2020	11,960.00		1					11,960.00
Rolla Sewer; Upgrades		Jan 16, 2020	50,000.00		9			14,081.62		35,918.38
South Peace Dist Crime Prevention Assn; Signs		Dec 17, 2015	4,375.00	4,309.15	4					65.85
SP Dist Crime Prevention Assn (1400/year 2018-2021 One Call Now)		Dec 20, 2018	5,600.00	2,800.00	4					2,800.00
Tate Creek Comm Centre; Facility Audit & Asset Mgmt Plan		Feb 21, 2019	25,000.00	11,171.55	8					13,828.45
Tomslake & Dist Rec Comm; Lawn Mower		Apr 16, 2020	6,800.00		4					6,800.00
Tomslake Cultural Comm Assn; Main H2O Cistern Repair/Replace		Jan 19, 2017	5,000.00		4					5,000.00
Tomslake FD; Computer Aided Dispatch Units		Feb 20, 2020	9,570.00		6					9,570.00
Tomslake FD; Enclosed Trailer Purchase		Apr 16, 2020	15,000.00		6			15,000.00		-
										-
			1,713,901.69					171,018.19		1,268,086.90
Area E										
Boreal Centre for Sustainability; Rural Food Security Awareness		Jun 18, 2019	5,150.00		4					5,150.00
Chetwynd Fire; Operations		Feb 20, 2020	15,000.00		6					15,000.00
Chetwynd Public Library; Design		Jan 24, 2018; May 17, 2018; Jun 21, 2018	248,000.00	45,364.64	7					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	40,000.00	4				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 Initiatives		Apr 16, 2020	50,000.00		4					50,000.00
Iver Johnson Park; Recreation Facility Upgrades		Feb 21, 2019	12,888.00		8					12,888.00
MLFD; Budget Requirements & operations		Mar 5, 2019; Feb 20, 2020	8,700.00	1,848.10	6					6,851.90
MLFD; Operations/Needs Assessment		Oct 17, 2019; Feb 20, 2020	75,502.00		6					75,502.00
PR Regional Cattleman's Assn; Livestock Protection Program		Jan 16, 2020	58,333.33		4				58,333.33	-
Sunset Pr Rec Comm; Bleacher Project		Apr 16, 2020	5,500.00		4					5,500.00
										-
			1,117,823.33						68,333.33	953,527.26
Total Peace River Agreement GL Balance at Month End						2,544,403.81	3,656,347.07	2,340,028.88	2,807,626.89	11,348,406.65
Total Remaining Commitment						567,684.73	750,250.00	1,268,086.90	953,527.26	3,539,548.89
Balance available after remaining commitments						1,976,719.08	2,906,097.07	1,071,941.98	1,854,099.63	7,808,857.76
						Area B	Area C	Area D	Area E	
Spending Item Numbers:										
1 Potable Water and Water Security/Studies			3 Halls, Trails and Walking Paths		5 Dawson Creek Fire Training Centre		7 Libraries, Museums and Art Galleries		9 PRRD Sewer Services Assistance	
2 Arenas			4 Assistance to Other Organizations		6 Fire Protection		8 Year-Round Recreation Facility Upgrades		10 Natural Gas	

BCR/PRA Commitments	May 2020	Area B	Area C	Area D	Area E	Total BCR/PRA
2020 Opening Balance		49,688.07	41,512.06	19,204.45	42,921.11	153,325.69
Interest		406.17	339.35	156.99	330.83	1233.34
Commitments Remaining						
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
TLC Thrift Shop; Shed Construction Assistance Bateman Contracting; Jackfish Lake Hall Furnace Repair					3,000.00 1,904.70	
Total Expenditures		-	-	-	4,904.70	4,904.70
Month End GL Balance		50,094.24	41,851.41	19,361.44	38,347.24	149,654.33
Balance available		49,594.24 Area B	41,785.54 Area C	19,361.44 Area D	37,347.24 Area E	148,088.46

All Regional District Reserve Balances as of May 31, 2020

R E S E R V E S

911 Emergency Capital Reserve	\$ 263,837.85	Harp/Imp Sewer Capital Reserve	\$ 13,942.69
*BCR/PRA	\$ 149,654.33	Harp/Imp Sewer Operating Reserve	\$ 13,941.96
Buick Creek Arena Capital Reserve	\$ 208,488.39	Information System Plan Reserve	\$ 287,182.60
Buick Creek Arena Operating Res	\$ 82,486.79	Insurance Reserve	\$ 498,836.10
Building Reserve	\$ 1,161,528.96	Kelly Lake Comm Ctr. Operating Reserve	\$ 27,390.09
Charlie Lake Fire Capital Reserve	\$ 902,235.05	Kelly Lake Comm Ctr. Capital Reserve	\$ 27,721.44
Charlie Lake Sewer Capital Reserve	\$ 515,669.01	Kelly Lake Sewer Capital Reserve	\$ 12,033.85
Charlie Lake Sewer Operating Reserve	\$ 103,190.99	Kelly Lake Sewer Operating Reserve	\$ 31,670.26
Charlie Lake Sewer Treatment/Disposal	\$ 365,312.27	Landfill Closure Reserve	\$ 1,220,449.87
Charlie Lk Waste Water Truck Facility Res	\$ 442,966.55	Medical Health Care Scholarship Reserve	\$ 105,441.16
Chetwynd Arena Capital Reserve	\$ 1,829,859.34	Moberly Lake Fire Capital Reserve	\$ 21,364.58
Chetwynd Leis Ctr Capital Reserve	\$ 2,123,544.66	North Pine TV Reserve	\$ 32,730.58
Chilton Sewer Capital Reserve	\$ 34,681.50	NP Economic Development Commission	\$ -
Chilton Sewer Operating Reserve	\$ 30,065.63	NPEDC Spark Conference Res	\$ -
Chilton Sewer Debenture Reserve	\$ -	NP Leisure Pool Building Repl Res	\$ 3,711,477.29
Clearview Arena Operating Reserve	\$ 91,244.80	NP Leisure Pool Capital Reserve	\$ 2,095,792.90
CL DCC Reserve	\$ 279,430.77	*Peace River Agreement	\$ 11,348,406.65
CLFD Fundraising	\$ -	Peace River Agreement Committee Reserve	\$ 1,061,675.82
CLFD Operating Reserve	\$ 31,975.59	Regional Parks Capital Reserve	\$ 99,751.05
Comm Parks Water Operating Res	\$ -	Regional Parks Operating Reserve	\$ 48,486.19
*Community Works (Gas Tax)	\$ 5,868,748.45	Rolla Creek Dike Operating Reserve	\$ 161.71
DC/PC Fire Capital Reserve	\$ 149,570.62	Rolla Sewer Capital Reserve	\$ 10,502.86
Election Reserve	\$ 82,969.08	Rolla Sewer Operating Reserve	\$ 7,589.14
Emergency Plan Reserve	\$ 290,699.06	*Rural (Loan Fund)	\$ 4,109,030.20
*Fair Share	\$ 9,124,313.37	Rural Fringe	\$ 1,193,573.55
Feasibility Reserve	\$ 315,744.00	Solid Waste Capital Reserve	\$ 6,310,328.50
Friesen Sewer Capital Reserve	\$ 10,424.66	Solid Waste Operating Reserve	\$ 1,088,845.28
Friesen Sewer Operating Reserve	\$ 19,085.32	Sub-Reg Recreation Insurance Reserve	\$ 144,873.26
FSJ Airport Sewer Capital Reserve	\$ 58,865.62	Tomslake Fire Reserve	\$ 22,482.05
FSJ Airport Sewer Operating Reserve	\$ 51,965.51	Vehicle (Admin) Reserve	\$ 172,120.82
FSJ Airport Water Capital Reserve	\$ 20,116.15	Vehicle (BI) Reserve	\$ 28,240.55
FSJ Airport Water Operating Reserve	\$ 30,104.04	Vehicle (SW) Reserve	\$ 103,869.61
Green "Carbon" Project Reserve	\$ 59,152.86	TOTAL	\$ 58,547,843.83

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

Uncommitted Rural Loan Funds Available: 3,244,000.00			
Unissued Loans Approved: 181,000.00			
Rural Loan Fund Balance: 3,425,000.00			
Loans in Loan Fund	Loans Approved	Loans Issued	Outstanding Balance
NP Farmers Institute; Grain Elevator Upgrades (2021)	300,000.00	300,000.00	75,000.00
Whiskey Jack Nordic Ski Club; Beatton Park Day Lodge	181,000.00		
Total	481,000.00	300,000.00	75,000.00

"Grants" from Loan Fund Interest	Approved	Issued	Outstanding
Total	-	-	-
Grants Available From RLF Interest:			684,030.20

Rural Loan Fund Reserve Balance:	4,109,030.20
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Uncommitted Community Works (Gas Tax) Funds Available :	\$5,386,857.76
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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 Rec. Comm; Fencing, Ball diamonds, Bleachers		86,000.00			86,000.00
Chet & Dist. Rod & Gun Club; Interior Lighting		10,445.41			10,445.41
Clearview Arena Soc.; Arena Dehumidification System		160,000.00			160,000.00
Cutbank Comm. Club; Dishwasher, Water Improvements		19,273.43			19,273.43
Kelly Lake Comm. Centre; Hazardous Materials Study		15,000.00			15,000.00
Pine Valley Exhibition Park; Washroom Renos		55,000.00	50,647.81		4,352.19
Peace Region Internet Soc; Rolla Fiber Project		15,000.00			15,000.00
Rose Prairie Water Station Pilot Project		100,000.00			100,000.00
Waste Water Receiving Facility at Charlie Lk	14-512	3,500,000.00	3,436,012.34		63,987.66
					-
Total		\$3,968,550.84	\$3,486,660.15	\$0.00	\$481,890.69

Gas Tax Reserve Balance:	5,868,748.45
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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
2.	Potable Water	On-going	Area D potable water	December 19, 2019
3.	Skate Shack at Upper Pine School	On-going	The Committee discussed the Skate Shack at Upper Pine School that burnt down. Director Goodings advised that she would bring replacement costs back to the Committee for consideration of support.	January 16, 2020
4.	Buick School Closure	On-going	The Committee discussed the closure at Buick School, which resulted from a lack of teachers. Options were discussed for supporting the community, who is providing education to the students at the arena. Director Goodings advised that she would investigate the matter further and bring the topic back to a future meeting.	January 16, 2020
5.	Railway Crossings	Ongoing	The Committee discussed four railway crossings between Fort St. John and Prespatou that have very poor lines of sight. Director Goodings advised that she would bring up the issue at a Rural Roads Taskforce meeting.	January 16, 2020
6.	Clean Farms	Ongoing	The Committee had a presentation at the May 21, 2020 EDAC meeting.	May 25, 2020
7.	Charlie Lake sewer system	Ongoing	The Committee discussed upgrades to the east side Charlie Lake sewer system	May 25, 2020