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

8.4 Continued

MOVED by Director Rose, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee receive an informational report on possible utilization the BC Rail/Peace River Agreement, Community Works (Gas Tax) Fund, Rural (Loan Fund), Peace River Agreement Fund, Fair Share Fund, and Rural

Fringe Accounts.

CARRIED

9. DISCUSSION ITEMS:

9.1 Gas Extension Funds in Fair Share

Director Hiebert advised that he will contact British Columbia Utilities Commission regarding concerns from residents in Tomslake who never received access to natural gas during the system expansion in 2009 and 2010.

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

The Committee discussed that a report be brought to a future RBAC Meeting, demonstrating what the distribution of Peace River Agreement (PRA) funds would look like for the Electoral Areas if the municipal formula were to be applied to them.

The Corporate Officer and the Environmental Services Manager joined the meeting.

9.3 PNG

Director Goodings advised that there are residents in Wononwon who were missed during the system expansion that still don't have access.

Better at Home

The Committee discussed funding for the seniors support program - Better at Home.

10. NEW BUSINESS:

10.1 Cemetery Maintenance

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Rural Budgets Administration identify the cost for the PRRD to conduct lawn maintenance for rural cemeteries in the Peace Region comparing it to the cost of providing grants to cemetery organizations for similar work; further, that the report be brought back to a future Electoral Area Directors Committee.

CARRIED
Opposed: Director Goodings

The Chair allowed the following new business items to be discussed (item 10.2 and 10.3)

10.2 Rose Prairie Water Station

MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee authorize a $100,000 expenditure for the Rose Prairie Water Station pilot project, payable from Gas Tax.

CARRIED

10.3 RBAC Policy

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee forward the amended Rural Recreational & Cultural Grants-in-Aid Policy, which allows for the immediate release of funds to applicants, as opposed to retaining the funds until the applicant submits a claim reimbursement to the Regional Board for consideration.

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