



PEACE RIVER REGIONAL DISTRICT

Rural Budgets Administration Committee Revised Agenda

August 20, 2020, Immediately following EADC
1981 Alaska Avenue, Dawson Creek, BC

Pages

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1.1 Meeting Chair - Director Goodings	
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PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING **MINUTES**

DATE: June 18, 2020

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: **Directors**

Director Hiebert, Meeting Chair
Director Rose
Director Sperling
Director Goodings

Staff

Shawn Dahlen, Chief Administrative Officer
Teri Vetter, Chief Financial Officer
Tyra Henderson, Corporate Officer
Crystal Brown, Electoral Area Manager
Kori Elden, Executive Assistant/HR Generalist

Others

1. CALL TO ORDER

The Chair called the meeting to order at 3:57 pm.

2. DIRECTORS' NOTICE OF NEW BUSINESS:

Director Rose Bulterys Community House

3. ADOPTION OF AGENDA:

MOVED by Director Sperling, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee agenda for the June 18, 2020
meeting be adopted as amended to include Directors' new business:

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

6. BUSINESS ARISING FROM THE MINUTES:

7. DELEGATIONS:

8. CORRESPONDENCE:

8.1 Stacy Scriven - Natural Gas Extension Grant Application

9. REPORTS:

9.1 Grant Request – Rolla Community Cemetery Committee, FN-RBAC-005

9.2 Grant Request – Clearview Arena Society – Ventilation Project, FN-RBAC-012

9.3 Grant Request – Sunrise Valley Mountain Cemetery Association, FN-RBAC-013

9.4 Grant Request – South Peace Arts Society – Heart Work Project, FN-RBAC-011

9.5 Grant Request – District of Chetwynd, Wild-land Fire Protection Unit, FN-RBAC010
9.6 May 2020 Financial Report, FN-RBAC-009

10. DISCUSSION ITEMS:

11. NEW BUSINESS:

11.1 Bulterys Community House

12. DIARY:

12.1 Diary Items

13. ITEM(S) FOR INFORMATION:

14. ADJOURNMENT:

CARRIED

4. GALLERY COMMENTS OR QUESTIONS:

5. ADOPTION OF MINUTES:

5.1
May 21, 2020 RBAC Minutes
MOVED by Director Sperling, SECONDED by Director Rose,
That the Rural Budgets Administration Committee Meeting Minutes of May 21, 2020
be adopted.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES: None.

7. DELEGATIONS: None.

8. CORRESPONDENCE:

8.1
May 20/20 – Stacy
Scriven – Natural Gas
Extension Grant
Application
MOVED by Director Hiebert, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee authorize a Natural Gas Extension
Grant to Stacy Scriven in the amount of \$5,000, payable from Electoral Area D Fair
Share.

CARRIED

9. REPORTS:

9.1
May 11/20 – Grant
Request – Rolla
Community Cemetery
Committee
MOVED by Director Hiebert, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee authorize a one year 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.

CARRIED

9.2
June 5/20 – Grant
Request – Clearview
Arena Society –
Ventilation Project
MOVED by Director Goodings, SECONDED by Director Sperling,
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.

CARRIED

9.3
June 8/20 – Grant
Request – Sunrise
MOVED by Director Hiebert, SECONDED by Director Rose,
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

Valley Mountain Cemetery Association Mountain Cemetery Association to assist with the shelter belt and fencing project.
CARRIED

9.4
June 5/20 – Grant Request – South Peace Arts Society – Heart Work Project
MOVED by Director , SECONDED by Director ,
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.
DEFEATED

9.5
June 8/20 – Grant Request – District of Chetwynd, Wild-land Fire Protection Unit
MOVED by Director Rose, SECONDED by Director Hiebert,
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.
CARRIED

9.6
June 5/20 – May 2020 Financial Report
MOVED by Director Rose, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee receive the May 2020 Financial Report for discussion.
CARRIED

MOVED by Director Goodings, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee send a letter to Whiskey Jack Nordic Ski Club to ask for information regarding the Beaton Park Day Lodge project.
CARRIED

The Committee gave direction to staff to schedule a house keeping day to determine which commitments can be removed from the Financial reports, and what the different accounts can be used for.

10. DISCUSSION
ITEMS:

None.

11. NEW BUSINESS:

11.1
Director Rose –
Bulterys Community House
Director Rose discussed the funding needed for the Bulterys Community House.
Chair Sperling indicated that at the next Rural Budgets Administration Committee meeting he would like to discuss options for funding the Bulterys Community House.

12.
COMMUNICATIONS

None.

13. DIARY:

13.1
No changes were made to the Diary.

14. ADJOURNMENT

The Chair adjourned the meeting at 4:24 p.m.



PEACE RIVER REGIONAL DISTRICT

SPECIAL RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING **MINUTES**

DATE: July 2, 2020

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: **Directors**

Director Rose, Meeting Chair
Director Sperling
Director Goodings
Director Hiebert

Staff

Teri Vetter, Chief Financial Officer
Crystal Brown, Electoral Area Manager
Kori Elden, Executive Assistant/HR Generalist
Hunter Rainwater, Administrative Clerk

1. **CALL TO ORDER** The Chair called the meeting to order at 9:35 am.

2. **ADOPTION OF AGENDA:**

MOVED by Director Hiebert, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee agenda for the July 2, 2020
meeting be adopted:

1. **Call to Order**

1.1 Meeting Chair - Director Rose

2. **Adoption of Agenda**

3. **Correspondence**

3.1 School District No.60 request regarding Upper Halfway and Wonowon
Schools

4. **Adjournment**

CARRIED

3. **CORRESPONDENCE:**

3.1

June 29/20, School
District No.60 – Upper
Halfway and
Wonowon Schools

MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee receive the June 29, 2020 letter
from School District No.60, re: Upper Halfway and Wonowon Schools, for discussion.

CARRIED

MOVED by Director Goodings, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee authorize Director Goodings to
contact Halfway Graham Community Club and Wonowon Horse Club Gymkhana to
submit a grant application for feasibility funds to partner with School District No. 60
to build a gymnasium and a hall.

CARRIED

4. ADJOURNMENT

The Chair adjourned the meeting at 9:47 a.m.

Director Rose, Meeting Chair

Kori Elden, Recording Secretary



PEACE RIVER REGIONAL DISTRICT

SPECIAL RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING **MINUTES**

DATE: July 9, 2020

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: **Directors**

Director Sperling, Meeting Chair
Director Goodings
Director Hiebert
Director Rose

Staff

Shawn Dahlen, Chief Administrative Officer
Teri Vetter, Chief Financial Officer
Crystal Brown, Electoral Area Manager
Tyra Henderson, Corporate Officer
Kori Elden, Executive Assistant/HR Generalist
Hunter Rainwater, Administrative Clerk

1. CALL TO ORDER

The Chair called the meeting to order at 9:26 pm.

2. ADOPTION OF AGENDA:

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee agenda for the July 9, 2020
meeting be adopted:

- 1. Call to Order**
 - 1.1 Meeting Chair - Director Sperling
- 2. Adoption of Agenda**
- 3. Reports**
 - 3.1 Halfway Graham Community Club Grant Application
- 4. Discussion Items**
 - 4.1 Fort St. John Festival Plaza
- 5. Adjournment**

CARRIED

3. REPORTS:

3.1
Halfway Graham
Community Club Grant
Application

MOVED by Director Goodings, SECONDED by Director Hiebert
That the Rural Budgets Administration Committee authorize staff to work with
School District 60 and the Halfway Graham Community Club to determine
community interest for potential upgrades to the proposed gymnasium.

CARRIED

MOVED by Director Sperling, SECONDED by Director Rose
The Rural Budgets Administration Committee be provided with a report identifying potential changes to the Rural Budgets Administration Committee Funding Policies; to be brought forward to the September Rural Budgets Administration Committee Meeting.

CARRIED

4. DISCUSSION ITEMS:

4.1 Fort St. John
Festival Plaza

MOVED by Director Sperling, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee be provided with a grant application for \$140,000, payable from Electoral Area C Peace River Agreements Spending Item #4 - Assistance to Other Organizations, to assist with capital costs for the Fort St. John Festival Plaza Project

CARRIED

5. ADJOURNMENT

The Chair adjourned the meeting at 9:50 p.m.

Director Sperling, Meeting Chair

Hunter Rainwater, Recording Secretary

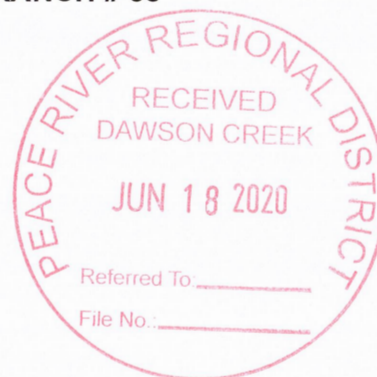


FORT ST. JOHN SENIORS' ASSOCIATION BRANCH # 58

10908 100th Street

Fort St. John, B.C.

V1J 3Z6



June 11, 2020

Peace River Regional District

Box 810

Dawson Creek, B.C.

V1G 4H8

Members of the Peace River Regional District:

On behalf of the Branch 58 Fort St. John Senior Citizens' Association, I would personally like to thank you for the generous grant money that we received the other day. These monies will be put toward the installation of the Fire Safety System that our Hall so badly needs.

We appreciate your support of this project and the funding opportunity that we were able to take advantage of.

Thank you so much!

Sincerely,

Heather Bickford,

Secretary

I am honoured that you have chosen me for this bursary. I am going into electrical this february and this will be very beneficial for my education.

Thank you
Tristin Gerry

Dear Jill,

I want to give you my expression of thanks for choosing me for the Peace River Regional District Electoral Area B Bursary. I am honoured to be selected!

Let me know what you require from me in order for me to claim the award.

Thanks so much,

Mandy Willms

Area C Scholarship Recipient



Thank You! Jill Rickert for
choosing me for the
Peace River Regional District
Scholarship. The money will
be a great asset to my post-
secondary pursuits for a
Mechatronics and Robotics Diploma
Sincerely, Adam Rogers

July. 15th, 2020

Jill Rickert
9505 100 Street
Fort St. John, BC
V1J 4N4

Re: Peace River Electoral Area "C" Scholarship Thank You.

Dear Mrs. Rickert,

I am writing to you today to thank you for awarding me the Peace River Electoral Area "C" Scholarship. I am incredibly grateful and honoured to have won this award. This award will be very helpful for my educational career and help alleviate some of the financial challenges in paying for my long journey through post secondary education.

Furthermore this scholarship will help me achieve my future career goal of becoming an orthodontist and one day opening my own practice. I am so thankful to the community for supporting me and my dreams, and look forward to putting myself in the position to one day help others and give back to the community which has given me so much. Lastly, I have included a screenshot of my current enrollment/ schedule at UNBC.

If you have any more questions for me feel free to contact me anytime at the following:

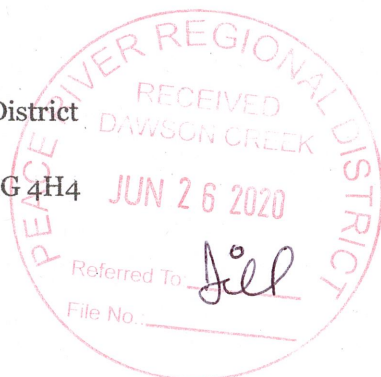
austinlewis5757@gmail.com

250-329-7112

Thanks again,

Austin Lewis.

Peace River Regional District
1981 Alaska Highway
Dawson Creek, B.C. V1G 4H4
(250)-784-3200



Sydnee T. Stewart
5904 227Rd.
Dawson Creek, B.C. V1G 4E8
(778)-877-3529

email: sydneestewart@hotmail.com

To whom it may concern,

I would like to sincerely thank you for your generous donation of \$1,500 to my future scholar endeavours. Words cannot express my gratitude to be the recipient of this award. I will be putting these funds towards my first-year tuition at The University of British Columbia Okanagan campus. There, I will be completing the four-year-long Bachelor of Science in Nursing (BSN) degree. Becoming a registered nurse has been my dream for several years now. During semester one of my senior year here at Dawson Creek Secondary School, I took part in an eight-week-long internship at the Dawson Creek and District Hospital. While at the hospital, I got tons of insight into every ward of the hospital. After my internship concluded, I was more set on my future career than ever. I have even narrowed it down to which department I want to specialize in, either maternity or the emergency room.

These next four years are going to be full of changes and new obstacles. Moving from high school to university is not going to be easy. But, with the help of your donation and the essential skills I have learned in the past twelve years of school, I am ready. Once again, from the bottom of my heart, thank you. I am so grateful to have such a supportive community like all of you at the Peace River Regional District.

With best regards,

A handwritten signature in red ink that reads 'Sydnee Stewart'.

Sydnee Stewart



Program Update | Fantastic Line-up of Speakers

The 7th Annual *Resource Breakfast Series* is quickly approaching. **Each of the three breakfasts runs from 8:00-9:00 AM and features a different aspect of BC's resource sectors, including Mining, Energy, and Forestry.** We are pleased to announce a wonderful line-up of speakers at each of the three breakfasts including:

Mining Sector Morning – Tuesday, September 15, 2020

- **Hon. Bruce Ralston**, Minister of Energy, Mines and Petroleum Resources, Government of BC
- **Mayor Carol Leclerc**, City of Terrace
- **Michael Goehring**, President & CEO, Mining Association of BC
- **Justin Himmelright**, Vice President, Sustainability, Skeena Resources Inc.
- **Moderator: Kendra Johnston**, President & CEO, Association for Mineral Exploration

Energy Sector Morning – Wednesday, September 16, 2020

- **Hon. Bruce Ralston**, Minister of Energy, Mines and Petroleum Resources, Government of BC
- **Boomer Dejarlais**, Owner, Top Notch Oilfield Contracting
- **Moderator: Bryan Cox**, President & CEO, Canadian LNG Alliance

Forest Sector Morning – Thursday, September 17, 2020

- **Hon. Doug Donaldson**, Minister of Forests, Lands, Natural Resource Operations and Rural Development, Government of BC

- **Mayor Gaby Wickstrom**, Town of Port McNeill
- **Lennard Joe**, General Manager, Stuwix Resources Joint Venture; Board Member, Sustainable Forestry Initiative
- **Russ Taylor**, Managing Director, Forest Economic Advisors
- *Moderator:* **Susan Yurkovich**, President & CEO, Council of Forest Industries BC

Register Today!

The *Resource Breakfast Series* has become a must-attend event with sellout crowds for each breakfast event. The annual event historically attracts over 150 attendees each day, including a broad cross-section of provincial, federal and local government leaders as well as resource sector and association representatives from almost 100 regions across BC.



Please register no later than 12:00 PM PST (noon) the day prior to your desired morning in order to receive the personalized login link.

Please note, this invitation is intended for elected local or provincial government representatives. If you are not an elected representative and still interested in attending, please contact the [event organizers](#). The program is subject to change. Did the registration button above not work? Use this URL: <https://www.eventbrite.ca/e/7th-annual-resource-breakfast-series-registration-109885881630>

About the Event

The Series presents an excellent opportunity for resource sector, community and provincial leaders to come together and discuss the latest news and developments related important contributors to the Provincial economy.

This popular annual Breakfast Series is returning in a virtual format using Whova as our online event platform. This virtual platform provides opportunities to network and schedule meetings. There will also be opportunities for the audience to ask

questions through a moderated Q & A.

2020 VIRTUAL SPEAKER SERIES	
MINING	Tuesday, September 15, 2020
ENERGY	Wednesday, September 16, 2020
FORESTRY	Thursday, September, 2020

Time: 8:00 am-9:00 am
Location: Virtual Event (Whova)
Price: Complimentary

Thank You to Our 2020 Sponsors

7th Annual Resource Breakfast Series Sponsors



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Teck



Interior Lumber Manufacturers' Association



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PEACE RIVER REGIONAL DISTRICT
FAIR SHARE

NATURAL GAS EXTENSION GRANT APPLICATION

Applicant (Customer) Information	
Property Owner Name	Chris / Rachel Fry
Mailing Address	Box 321, Downtown Fort St. John BC.
Telephone Number	250-262-7774
Legal Description	PID# 029-166-756
Electoral Area served	REGION C Electoral Area C
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	Jun 24/2020

Actual Cost of Mainline Extension

A	Actual Cost of Mainline Extension	\$ 16543.00
B	Less: Gas Company's Contribution	\$ 5194.50
C	Total Cost to Property	\$ 11348.50
Electoral Area Contribution:		
D	75% of Total Cost to Property	\$ 8511.38
E	Less: Other Contributions	\$ -
F	Remaining Balance	\$ 8511.38
G	Maximum Electoral Area Grant	\$ 5,000.00
H	TOTAL GRANT PAYABLE (Lesser of F or G)	\$ 5000.00
I	Cost to Property Owner	\$ 6348.50
J	(minimum 25%)	56 %

For Natural Gas Company Use Only	
Application completed by	
Fred Straub, PNG Fort St. John Gas Company Representative Name:	250-262-3353 Phone Number:
For Regional District Use Only	
Date approved by Regional District	By:

July 22, 2020 - Property confirmed to be located in Electoral Area C; applicant meets the criteria as outlined in the Natural Gas Extension Policy and Application Guideline as per the RBAC Funding policies.



PEACE RIVER REGIONAL DISTRICT
FAIR SHARE

NATURAL GAS EXTENSION GRANT APPLICATION

Applicant (Customer) Information	
Property Owner Name	David + Daelyn Huggins
Mailing Address	PO Box 225, Charlie Lake BC V0C1H0
Telephone Number	250 794-6863 / 250-794-7865
Legal Description	PID: 029166748 Lot 1 22-84-20 w6 PL EPP32380
Electoral Area served	REGION C Electoral Area C
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)	Daelyn Huggins
Date	July 2/20

Actual Cost of Mainline Extension

A	Actual Cost of Mainline Extension	\$ 16543.00
B	Less: Gas Company's Contribution	\$ 5194.50
C	Total Cost to Property	\$ 11348.50

Electoral Area Contribution:

D	75% of Total Cost to Property	\$ 8511.38
E	Less: Other Contributions	\$ -
F	Remaining Balance	\$ 8511.38
G	Maximum Electoral Area Grant	\$ 5,000.00

H	TOTAL GRANT PAYABLE (Lesser of F or G)	\$ 5000.00
I	Cost to Property Owner	\$ 6348.50
J	(minimum 25%)	\$ 56 %

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



REPORT

To: Rural Budgets Administration Committee

Report Number: FN-RBAC-014

From: Teri Vetter, Chief Financial Officer

Date: July 23, 2020

Subject: Grant Request – City of Fort St. John, Centennial Park Festival Plaza

RECOMMENDATION:

That the Rural Budgets Administration Committee authorize a grant in the amount of \$140,000, payable from Electoral Area C Peace River Agreements, Spending Item #4 – Assistance to Other Organizations, to be issued to the City of Fort St. John to assist with the construction of the Centennial Park Festival Plaza.

BACKGROUND/RATIONALE:

The City of Fort St. John is requesting a grant to assist with the building of the Centennial Park Festival Plaza. The concept of the plaza was formed through a number of community engagement sessions and became part of the city's Downtown Action Plan to create an operational year round space for local business, not-for-profit organizations and clubs to host events. The plaza will be located at the northwest corner of Centennial Park at the intersection of 96th Avenue and 100th Street and will be designed to reflect the uniqueness of the area with influences from local ecology, landforms and culture.

For full details of the project and a breakdown of funding sources, please refer to the attached grant application.

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee respectfully deny the \$140,000 grant request from the City of Fort St. John and provide no grant funding to assist with the construction of the Centennial Park Festival Plaza.
2. That the Rural Budgets Administration Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

The grant request for the Festival Plaza is \$140,000. The total cost of the project is \$3,272,330.36. As of June 30, 2020 the balance available for Electoral Area C, Peace River Agreements was \$2,906,097.07.

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.

OTHER CONSIDERATION(S):

None

Attachments:

1. Attach – FSJ Festival Plaza Application



Society #:

Name: City of Fort St. John

Civic Address: 10631 100 Street

Mailing Address: 10631 100 Street

City: Fort St. John

Postal Code: V1J 3Z5

Contact Person: Jennifer Decker

Alternate Person: Stephanie Peters

Tel: 250 794 3328

Tel: 250 794 3329

Email: jdecker@fortstjohn.ca

Email: speters@fortstjohn.ca

SOCIETY EXECUTIVES

PROJECT COSTS

President:

Total Cost of Project: \$3,272,330.36

Vice President:

Amount Requested per \$140,000

Treasurer:

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.*

The City of Fort St. John is constructing a festival plaza on the North West corner of Centennial Park. This project will include a covered structure with adjustable walls to provide a sheltered space for events during all seasons. The space will also include an oval performance area, tiered seating, fire oblesiks, food trucks stalls, and washrooms.

This space will offer local businesses, not for profit organizations and clubs a venue for entrepreneurial opportunities.

ATTACHMENTS REQUIRED:

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

Signature of Applicant:

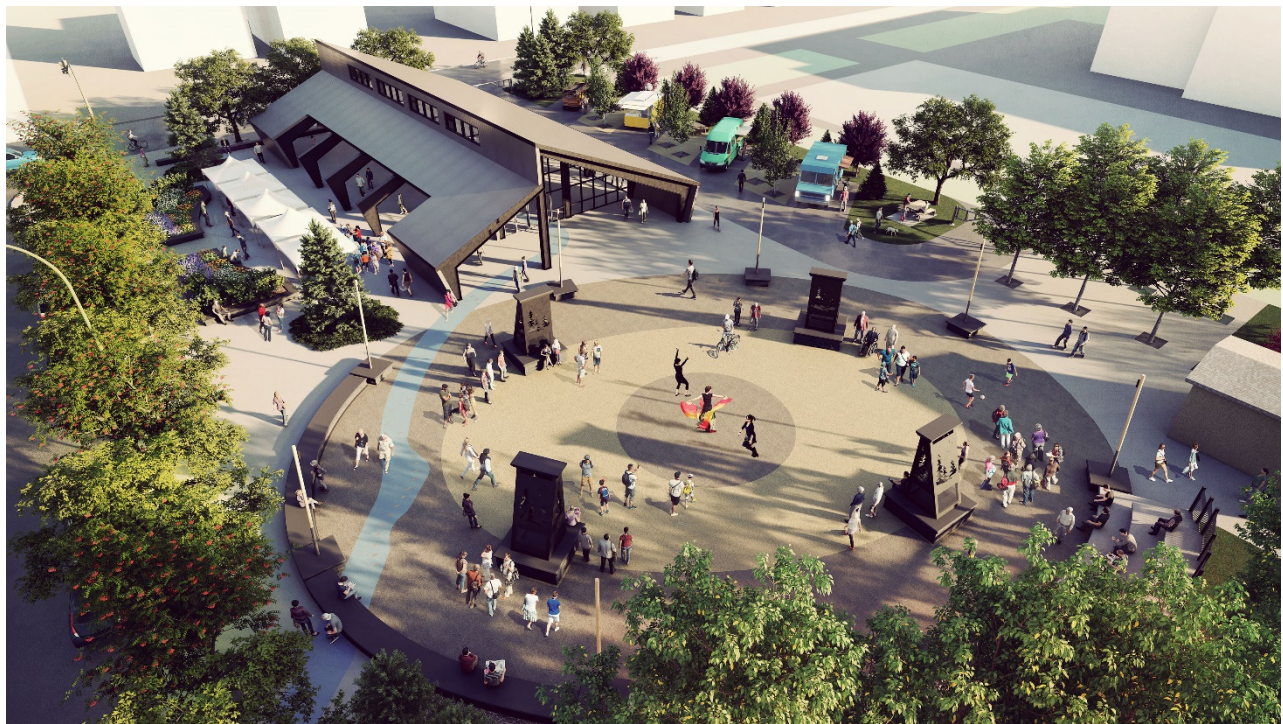
Date: July 15, 2020

For Office Use OnlyFair Share: B ☐ C ☐ D ☐ E ☐Gas Tax: ☐PRA: B ☐ C ☐ D ☐ E ☐Other: ☐BCR/PRA: B ☐ C ☐ D ☐ E ☐

Centennial Park Festival Plaza

Background

In 2018, as part of the Downtown Action Plan, the City of Fort St. John initiated the process to design and create a “Festival Plaza”, envisioned to be a year-round accessible public open space for hosting a wide variety of programmed events, arts, private functions, entertainment and celebration. The site is located on the northwest corner of Centennial Park, at the intersection of 96 Avenue and 100 Street.



Through a series of community engagement sessions, the vision for Festival Plaza was conceived. Over the past two years, the design of Festival Plaza has been refined to meet the needs of many different user groups and to align with available capital and grant funding sources. In Spring 2020, a public tender was released and in June 2020 a general contractor entered into a formal contract with the City of Fort St. John to complete construction of Festival Plaza by the end of 2020.

This project is funded in part by the Government of Canada and the Province of British Columbia through the Investing in Canada Infrastructure Program.

Design Elements

The design of the plaza has strong influences from local ecology, landforms, culture and events. The following describes the primary design features planned for Festival Plaza:

1. Eight leaning wood poles around the main performance oval mimicking the placement of natural wood poles as the skeleton structure of a teepee. Four of the poles will include upward facing lights that intersect approximately 75m off the ground, providing a lit impression of teepee poles converging high in the sky that can be seen from afar;
2. An open-air building with a capacity of 300 people that can accommodate a variety of functions such as markets, performances, social events and exercise classes. The building is very transparent with primarily clear glazing around all four walls, with roll-up doors on two facades allowing for free movement of people in and out of the building;
3. Artistic paving patterns throughout the site with a variety of coloured concrete surfaces. One feature includes a blue coloured “river” passing through the entire site that, in plan-view, mimics the exact alignment of the Peace River as it passes through the Fort St. John region;
4. Bronze paw prints impressed directly into the concrete surfaces, with life-like representations of black bear, moose and wolf prints randomly placed along the concrete river feature. Prints will be placed in precise configurations to exactly replicate true gaits and spacing of each animal; and
5. Fire obelisks that include a large gas-fueled fire cauldron within an enclosed steel structure. Bases are constructed of pre-cast concrete and masonry material. Each of the four structures will include black painted steel above the bases, featuring imagery that is inspired by one of four themes.



Festival Plaza Development

Project Budget

Tender awarded in the amount of \$3,272,330.36

Funding Sources:

Investing in Canada Infrastructure Program Grant \$1,925,462.00

City of Fort St. John \$1,156,868.36

Area C Funding (under application) \$140,000.00

Northern Development Initiative Trust Grant \$50,000.00

Total Funding \$3,372,330.36

This information is current and dated July 15, 2020.



REPORT

To: Rural Budgets Administration Committee

Report Number: FN-RBAC-016

From: Teri Vetter, Chief Financial Officer

Date: August 7, 2020

Subject: Grant Request – Groundbirch Cemetery Committee

RECOMMENDATION:

That the Rural Budgets Administration Committee authorize a grant in the amount of \$1,000 payable from Electoral Area E, Cemeteries Grant-in-Aid, to be issued to Groundbirch Cemetery Committee to assist with the care and maintenance of the lawn at the Groundbirch Cemetery.

BACKGROUND/RATIONALE:

The Groundbirch Cemetery Committee is comprised of community volunteers who donate their time to ensure the cemetery remains in good condition and is well looked after. They are not registered with the *Societies Act* as they have a limited number of volunteers; however, they do operate as a not-for-profit group. This request meets the criteria as outlined in Section 1.1 Applicant Eligibility of the Cemetery Funding Policy which states:

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 wave 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.

The Regional District has supported the Groundbirch Cemetery Committee since 2013 with an annual grant contribution of \$1,000 to assist with the cost of maintaining the lawns at the Groundbirch Cemetery. For further details, please see the attached grant application.

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee respectfully deny the grant application from Groundbirch Cemetery Committee and provide no grant funding to assist with the care and maintenance of the lawn at the Groundbirch Cemetery.
2. That the Rural Budgets Administration Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

- The 2020 financial commitment for Cemeteries Grant-in-Aid, Electoral Area E is \$36,740 which has a remaining balance of \$35,500 as of August 7, 2020.
- Funding for Cemeteries Grant-in-Aid is provided through Function 285, Cemeteries B, C, D, and E.

COMMUNICATIONS CONSIDERATION(S):

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

OTHER CONSIDERATION(S):

None.

Attachments:

1. Attach - Grant Application – Groundbirch Cemetery Committee
2. Attach - Cemetery Funding Policy.



Society #: 15286

Name:

Civic Address: Groundbirch B.C

Mailing Address: RD 271

City: Box 271 Voc ITO

Postal Code: Voc ITO

Contact Person: Sheila Benterud

Alternate Person: Pat Warn

Tel: 250 719-5979

Tel: 250 782-0462

Email: blackglassthuist@hotmail

Email:

SOCIETY EXECUTIVES

President: Pat Warn

Vice President: Wayne Harns

Treasurer: Sheila Benterud

PROJECT COSTS

Total Cost of Project: \$1000.00

Amount Requested per \$1000.00

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?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 the Cemetery Committee would like to make a request of \$1000.00, this will help us with the grass mowing and general maintenance of our cemetery at Groundbirch

Thank you

ATTACHMENTS REQUIRED:

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

Signature of Applicant:

Date: July 28 2020

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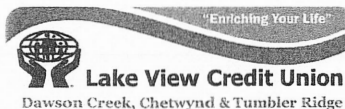
Fair Share: B C D E

PRA: B C D E

BCR/PRA: B C D E

Gas Tax:

Other:



DAWSON CREEK BRANCH
800-102ND AVE
DAWSON CREEK BC
V1G 2B2

STATEMENT OF ACCOUNTS

STATEMENT DATE	MEMBER NO.	PAGE
31 May 2020		1 OF 2

006527

GROUND BIRCH CEMETARY FUND
PO BOX 224
GROUND BIRCH BC V0C 1T0

DATE	DESCRIPTION	NUMBER	WITHDRAWALS	DEPOSITS OR LOAN PAYMENT	LOAN PRINCIPAL INTEREST	BALANCE
01 May 20	Opening Balance					4,745.28
31 May 20	Service Charges			10.00		4,735.28
	Total Cheques	0				
01 May 20	Opening Balance					38.41
END OF STATEMENT						

In a changing world, you can count on us. You are our priority.

For those concerned about social distancing, appointments are available: 9:30 am - 1:45 pm weekdays. Walk ins are always welcome: 2:00 pm until branch closing on weekdays. Information about LVCU's Covid-19 Safety Plan can be found at www.lakeviewcreditunion.com.

Please take the time to review your statement carefully. You have 30 days to report any problems or concerns. Contact us at lvcu@lvcu.ca or by telephone.

Lake View
Credit Union



Dawson Creek: (250) 782-4871

Chetwynd: (250) 788-9227

Tumbler Ridge: (250) 242-4871

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 wave 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-019

From: Teri Vetter, Chief Financial Officer

Date: August 7, 2020

Subject: Grant Request – Peace Region Forage Seed Association, Pest Monitoring Project

RECOMMENDATION:

That the Rural Budgets Administration Committee authorize a grant in the amount of \$5,000, payable from BC Rail/Peace River Agreements in the amount of \$2,500 from Electoral Area B and in the amount of \$1,250 each from Electoral Area C and Electoral Area D, to be issued to Peace Region Forage Seed Association to support their Pest Monitoring project.

BACKGROUND/RATIONALE:

The Peace Region Forage Seed Association (PRFSA) is requesting financial assistance to support pest monitoring in the BC Peace. The project will enable a significant increase in the number of samples collected and processed, as well as expand on the scouting and surveying of disease for certain crops and forage. It will also increase sector engagement through the establishment of pest updates, alerts and information sharing among a producers. An additional anticipated outcome of the project, as a result of the data analysis, is to be able to show a correlation between weather conditions and pests. A map outlining the locations of the monitors and a list of the types of pests being monitored has been included with this report.

PRFSA is a not-for-profit society in good standing with the *Societies Act of BC*.

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee respectfully deny the grant application from Peace Region Forage Seed Association and provide no grant funding to support the Pest Monitoring project.
2. That the Rural Budgets Administration Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

As of June 30, 2020 the balance available after remaining commitments in BC Rail/Peace River Agreements for each the three Electoral Areas is:

- Electoral Area B \$49,594.24
- Electoral Area C \$41,785.54
- Electoral Area D \$19,361.44

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 – PRFSA Pest Monitoring 2020



Society #: S-33581

Name: Peace Region Forage Seed Association

Civic Address: 904-102 Ave

Mailing Address:

City: Dawson Creek Postal Code: V1G 2B7

Contact Person: Talon Gauthier Alternate Person:

Tel: 1 (877) 630 2198 Tel:

Email: coordinator@peaceforageseed.ca Email:

SOCIETY EXECUTIVES		PROJECT COSTS	
President:	Danny Limoges	Total Cost of Project:	\$75,000
Vice President:	Fritz Hostetler	Amount Requested per	\$5,000
Treasurer:	Blair Hill	For how many years?	1 yr <input checked="" type="radio"/> 2 yrs <input type="radio"/> 3 yrs <input type="radio"/>

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.

In 2014 a Collaborative Pest Monitoring Pilot project was initiated in the BC Peace, bringing together agriculture sector organizations to jointly support the establishment of a pest monitoring network. Following this initial project, industry organizations partnered to continue co-funding monitoring activity with additional funding from IAF and the BC Ministry of Agriculture. Pest monitoring activities have continued to present, but have seen a reduction in scope and extent.

Enhancing Pest Monitoring in the BC Peace is a distinct project that will build on the existing pest monitoring infrastructure and enable a significant incremental increase in value through a relatively small investment. This will include an increase in the number of samples collected and processed, the addition of monitoring sites and the upgrading of sample storage and processing capacity through additional equipment.

The scope of monitoring will be expanded through an increase in disease scouting and surveying which has been a relatively small element of activity to date. The expanded focus on disease will include crops like oats, barley, peas, as well as some forage species (e.g. clovers, timothy, brome grass). There is also an identified need to strengthen the approach for monitoring for grasshoppers (through an improved survey protocol), expand weed surveying, and include

ATTACHMENTS REQUIRED:

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

Signature of Applicant: Talon Gauthier

Date: June 1, 2020

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

Gas Tax: ☐

Other: ☐

In 2014 a Collaborative Pest Monitoring Pilot project was initiated in the BC Peace, bringing together agriculture sector organizations to jointly support the establishment of a pest monitoring network. Following this initial project, industry organizations partnered to continue co-funding monitoring activity with additional funding from IAF and the BC Ministry of Agriculture. Pest monitoring activities have continued to present, but have seen a reduction in scope and extent.

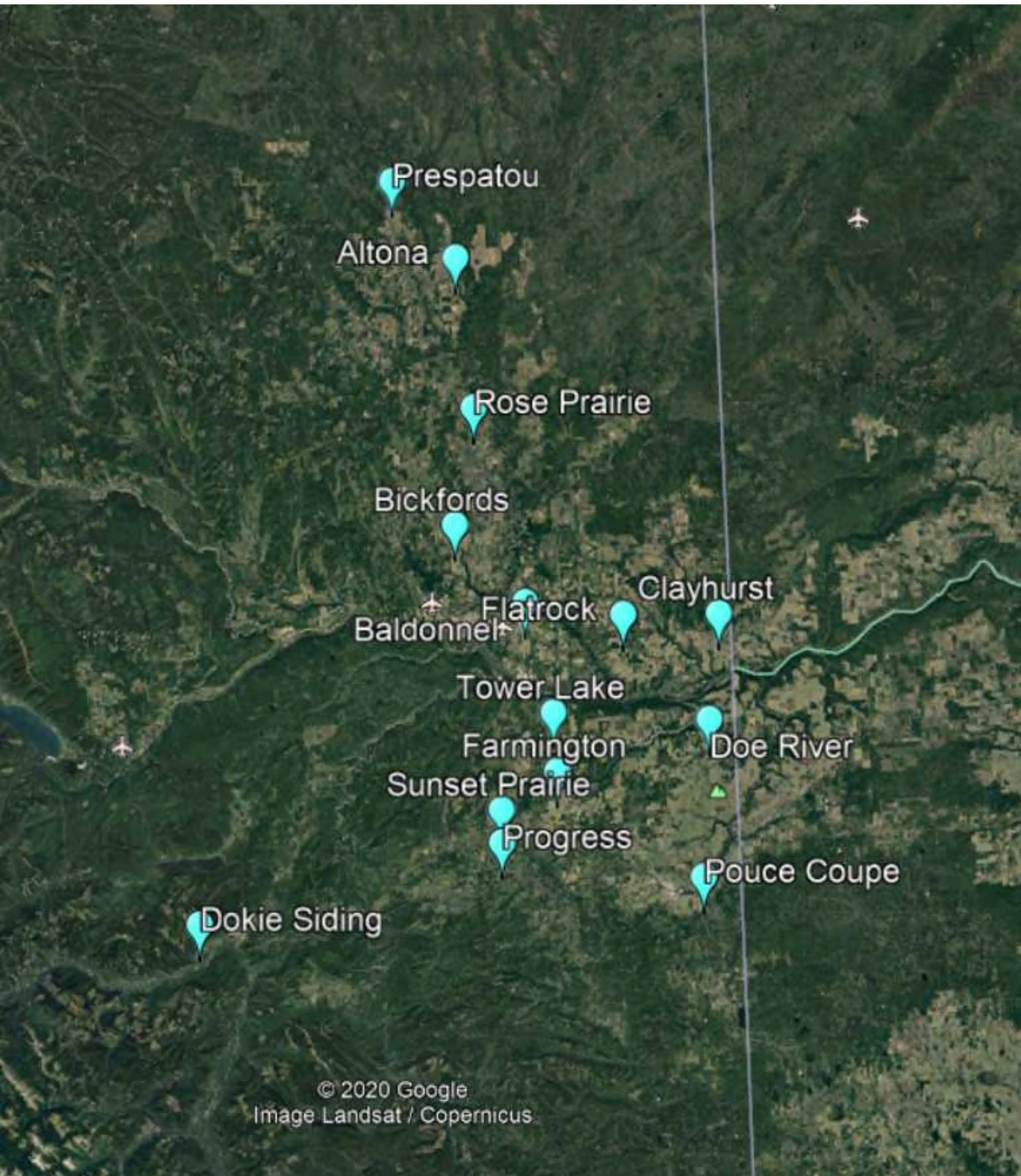
Enhancing Pest Monitoring in the BC Peace is a distinct project that will build on the existing pest monitoring infrastructure and enable a significant incremental increase in value through a relatively small investment. This will include an increase in the number of samples collected and processed, the addition of monitoring sites and the upgrading of sample storage and processing capacity through additional equipment.

The scope of monitoring will be expanded through an increase in disease scouting and surveying which has been a relatively small element of activity to date. The expanded focus on disease will include crops like oats, barley, peas, as well as some forage species (e.g. clovers, timothy, brome grass). There is also an identified need to strengthen the approach for monitoring for grasshoppers (through an improved survey protocol), expand weed surveying, and include horticulture crops, which have not been of a part of project activities to date.

To increase sector engagement, this project will include establishment of pest updates/alerts and information sharing with the broad producer population through public channels such as Facebook, the Northern Horizon and radio. Additional knowledge transfer (e.g. factsheets, field days, workshops, presentations, ID Cards, etc.) will also be supported.

An additional proposed project element would be the completion of data analysis to assess the relationship/correlation between weather conditions and pests. This would be a one-time summary produced at the end of the project to share and evaluate multi-year data (10+ years) regarding the relationship between weather conditions and pest populations.

To support sustained pest monitoring across the BC Peace, beyond the life of this project, the final element of this project will be a funding and continuity plan will also be developed. This plan will engage with the local partnering organizations and endeavor to develop a model that to ensure high quality pest monitoring will continue into the future.



Pest	Activity
Annual/Perennial	
Wireworm/Click Beetle	Pitfall
Pea Leaf Weevil	Pitfall
Red Clover Casebearer	Pheromone Trap
Cabbage Seed Pod Weevil	Sweep/Scouting
European Skipper	Sweeps/Scouting
Lesser Clover Leaf Weevil	Sweep/Scouting
Lygus	Sweep/Scouting
Diamondback Moth	Pheromone Trap
Swede Midge	Pheromone Trap
Bertha Armyworm	Pheromone Trap
Wheat Midge	Pheromone Trap
Flea Beetle	Yellow Sticky Trap
Grasshoppers	Sweep/Scouting
Cutworm	Scouting
Beneficials (Any insect that is considered beneficial by either predating on other insects or helps with pollination)	Sweep/Scouting
Club Root	Scouting
Disease Surveying (Disease survey Canola, Wheat, Peas, and forages for disease presence)	Scouting
Weeds	Survey
Potential:	
Large Clover Casebearer	Sweep
Cereal Leaf Beetle	Sweep/Scouting
Horticulture (Market Garden)	
Leaf Miner, Stem Borers	Scouting
Carrot Weevil, Carrot Rust Fly, Aster Leafhopper	Sweeps/Scouting
Aphids, Flea Beetles, Wireworm, Colorado Potato Beetle	Sweeps/Scouting, Pitfalls
Diamondback Moth, Bertha Armyworm, Swede Midge, Cabbage Seedpod Weevil, Pea Leaf Weevil, Aphids, Lygus	Traps, Sweeps/Scouting

Cane Borer Maggot, Raspberry Sawfly, Leafrollers	Sweeps/Scouting
Thrips, Aphids, Cutworms, Spider Mites, PLW	Pitfalls, Sweeps/Scouting/
European Corn Borer, Western Bean Cutworm, Corn Rootworm	Traps, Sweeps/Scouting
Disease Surveying	Scouting
Aphid, Spotted Wing Drosophila, Two spotted spider mite, Tent caterpillar	Scouting/Sweeps, Pheromone baited traps for Spotted Wing Drosophila

We also help assist with calls that provincial entomologists get from regional residents about insect issues. Examples this year have been the defoliation of Poplar trees – we helped identify and determine it was the Poplar Leafroller Moth.

Also visited a residence where the Yellow headed Spruce Sawfly were infesting the wind rows and defoliating Spruce trees.

Project Budget – Enhancing Pest Monitoring in the BC Peace	
Deliverable	Budgeted Cost
1. Enhance data collection and processing 1.1. Additional monitoring sites 1.2. Increase in sampling 1.3. Upgrade capacity	\$2,500/yr x 3yrs \$2,500/yr x 3yrs \$2,600 \$17,600
2. Expand scope of pest monitoring activities 2.1. Survey and monitor new crops and pests Increase in sampling 2.2. Monitoring additional production systems	\$8,000 - \$9,000/yr x 3yrs \$2,000 - \$2,500/yr x 3yrs \$30,000 - \$34,500
3. Establish knowledge transfer 3.1. Updates 3.2. Articles 3.3. Field Days/Workshops	\$2,000/yr x 3yrs \$6,000
4. Data analysis	\$5,000
5. Funding and continuity plan	\$5,000
6. Administration (10%)	\$6,360 - \$6,810
Total	\$69,960 - \$75,000

Funding Contributions - Enhancing Pest Monitoring in the BC Peace			
Source	Confirmed	Amount	Total
Regional Adaptation Program (CAP)	Yes	\$70,000	\$70,000
Peace Region Regional District – Rural Grant Funding	No	\$5,000	\$5,000
Total Contributions			\$70,000 - \$75,000

PEACE REGION FORAGE SEED LEVY
STATEMENT OF FINANCIAL POSITION
December 31, 2019

	2019	2018
ASSETS		
CURRENT		
Cash	\$ 518,390	\$ 546,529
Short term investments (Note 3)	100,471	103,127
Receivables	229,008	172,269
	847,869	821,925
Long term investments (Note 4)	204,097	200,000
	\$ 1,051,966	\$ 1,021,925
LIABILITIES		
CURRENT		
Payables - levy refunds	\$ 72,802	\$ 74,295
- trade	11,319	11,319
- Alberta Forage Seed Commission	906,748	893,675
- BC Peace River Grain Industry Development Council	61,097	42,636
	\$ 1,051,966	\$ 1,021,925

Approved by

_____ Director

_____ Director

See accompanying notes to the financial statements

PEACE REGION FORAGE SEED LEVY
STATEMENT OF OPERATIONS
YEAR ENDED DECEMBER 31, 2019

	2019	2018
REVENUE		
Levies	\$ 312,112	\$ 284,833
Interest	10,265	6,835
	322,377	291,668
EXPENDITURES		
Accounting	3,968	3,968
Levy refunds	72,802	74,295
Management fees and sundry	7,720	7,566
	84,490	85,829
EXCESS OF REVENUE OVER EXPENDITURES	237,887	205,839
DISTRIBUTION		
Alberta Forage Seed Commission	176,790	163,203
BC Peace River Grain Industry Development Council	61,097	42,636
	237,887	205,839
NET ASSETS, end of year	\$ -	\$ -

See accompanying notes to the financial statements

PEACE REGION FORAGE SEED LEVY
STATEMENT OF CASH FLOW
YEAR ENDED DECEMBER 31, 2019

	2019	2018
OPERATING ACTIVITIES		
Cash from Levy	\$ 255,373	\$ 358,465
Interest received	10,212	7,652
Levy funds repaid	(74,296)	(136,200)
Cash paid to suppliers	(11,689)	(11,169)
Cash paid to Alberta Forage Seed Commission	(163,717)	(217,857)
Cash paid to BC Peace River Grain Industry Development Council	(42,636)	(80,477)
	(26,753)	(79,586)
INVESTING ACTIVITIES		
Proceeds from short term investments	102,710	101,347
Purchase of long term investments	(104,096)	(102,710)
Receipt of advance to related party	-	150,000
	(1,386)	148,637
(DECREASE) INCREASE IN CASH	(28,139)	69,051
CASH, beginning of year	546,529	477,478
CASH, end of year	\$ 518,390	\$ 546,529

See accompanying notes to the financial statements

PEACE REGION FORAGE SEED LEVY

NOTES TO THE FINANCIAL STATEMENTS

December 31, 2019

1. PURPOSE OF ORGANIZATION

The Peace Region Forage Seed Levy is an entity formed by the Alberta Forage Seed Commission and the BC Peace River Grain Industry Development Council to administer the receipt of levies collected from producers by seed purchasers. The Peace Region Forage Seed Association represents forage seed producers in the provinces of Alberta and BC and the levy is collected in both jurisdictions. The Levy is administered by the Peace Region Forage Seed Association and its board of directors.

2. SIGNIFICANT ACCOUNTING POLICIES

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

Cash and 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 Levy initially measures its financial assets and financial liabilities at fair value. The Levy subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in the statement of operations.

Financial assets measured at amortized cost include cash, short term investments, receivables and long term investments.

Financial liabilities measured at amortized cost include payables.

Use of estimates

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

Comparative figures

Certain comparative amounts have been reclassified to conform to the current year's presentation.

(continues)

PEACE REGION FORAGE SEED LEVY
NOTES TO THE FINANCIAL STATEMENTS
December 31, 2019

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

Revenue recognition

Seed levies are collected when local producers sell forage seed to Peace Region seed companies. It is the responsibility of the seed company to track the levies they collect and provide a report to the Levy Administrator. Revenue from seed levies are recognized at the time the levy is withheld by the seed company.

3. SHORT TERM INVESTMENTS

	2019	2018
Guaranteed investment certificates earning a rate of return of 1.35% with a maturity date of November 13, 2020	\$ 100,000	\$ -
Guaranteed investment certificates earning a rate of return of 1.346% with a maturity date of November 19, 2019	-	102,873
Interest receivable on long term investments within one year	471	254
	\$ 100,471	\$ 103,127

4. LONG TERM INVESTMENTS

	2019	2018
Guaranteed investment certificates earning a rate of return of 2.551% with a maturity date of November 18, 2021	\$ 100,000	\$ 100,000
Guaranteed investment certificates earning a rate of return of 1.350% with a maturity date of November 13, 2020	-	100,000
Guaranteed investment certificates earning a rate of return of 1.8% with a maturity date of November 20, 2022	104,097	-
	\$ 204,097	\$ 200,000

5. EXPENDITURES BY JURISDICTION

Expenditures are allocated proportionately based on the percentage of levy collected in each jurisdiction except Levy Refunds which are allocated directly to the jurisdiction.

PEACE REGION FORAGE SEED LEVY

NOTES TO THE FINANCIAL STATEMENTS

December 31, 2019

6. FINANCIAL INSTRUMENTS

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

Liquidity risk

Liquidity risk is the risk that the Levy will not be able to meet its obligations associated with financial liabilities. Cash flow from operations provide a substantial portion of the Levy's cash requirements. The Levy monitors its cash flows from operations by preparing and monitoring cash flows against budget and anticipated future requirements based on their needs.

Credit risk

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

Market risk

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

Currency risk

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

Interest rate risk

The Levy's interest bearing assets include cash, short term investments and long term investments.

The Levy's cash is of a demand nature which minimizes the impact of fluctuations in market interest rates.

The Levy's short term and long term investments have a fixed rate of return which minimizes the impact of fluctuations in market interest rate.

These assets are held with Royal Bank.

PEACE REGION FORAGE SEED LEVY
SCHEDULE OF OPERATIONS BY JURISDICTION
YEAR ENDED DECEMBER 31, 2019

	BC 27.38%	AB 72.62%	Total 100.00%
REVENUE			
Levies	\$ 85,459	\$ 226,654	\$ 312,113
Interest	1,348	8,916	10,264
	86,807	235,570	322,377
EXPENDITURES (Note 5)			
Accounting	1,087	2,882	3,969
Levy refunds	22,510	50,292	72,802
Management fees and sundry	2,113	5,606	7,719
	25,710	58,780	84,490
EXCESS OF REVENUE OVER EXPENDITURES	61,097	176,790	237,887
DISTRIBUTION			
Alberta Forage Seed Commission	-	176,790	176,790
BC Peace River Grain Industry Development Council	61,097	-	61,097
	61,097	176,790	237,887
NET ASSETS,			
end of year	\$ -	\$ -	\$ -



REPORT

To: Rural Budgets Administration Committee

Report Number: CS-RBAC-003

From: Trish Morgan, General Manager of Community Services

Date: August 10, 2020

Subject: Kelly Lake Community Centre Renovation Project Funding

RECOMMENDATION:

That the Rural Budgets Administration Committee receive the report titled “Kelly Lake Community Centre Renovation Project Funding – CS-RBAC-003,” which outlines grant and funding options for a facility renovation, for discussion.

BACKGROUND/RATIONALE:

A second intake for the Investing in Canada Infrastructure Program (ICIP) – Rural and Northern Communities (RNC) was announced in June 2020. The RNC fund is focused on improving the quality of life in rural communities by responding to the specific needs of these communities, including projects that enhance environmental quality, or that benefit community, cultural and recreation outcomes. The application intake deadline is October 22, 2020.

Funding for this program is expected to be competitive, and it is anticipated that there will be more projects that qualify for funding than there are program funds available. Projects that are most likely to receive funds provide value for money and are proportionate to the size of the community that will benefit. The applications that were most successful for funding in the 2018 intake requested a grant of approximately \$2.07 million.

The Kelly Lake Community Centre (KLCC) is operated by the Kelly Lake Community Centre Society and is the only public facility in the Kelly Lake Community. The Community Centre was transferred to the Regional District from the Provincial government in November 2010. Funds are requisitioned annually for the operation of the Centre, but the facility (built in 1977) is deteriorating and is in need of upgrades and renovations for continued public occupancy. In anticipation of applying to federal and provincial grant programs, a facility condition assessment and design project were completed in 2019.

Two options for renovation of the facility have been provided by Thinkspace Architecture. The first design (Option A) makes use of the existing footprint of the facility, which is noted as being too small for the anticipated needs of the community. The cost of Option A was estimated (Class D) at \$2.5 million. The second option (Option B) sees an expansion of the centre, specifically the gym and kitchen spaces. The estimated cost (Class D) of Option B is \$3.289 million. Staff engaged the Kelly Lake community on the preferred design option, with results coming back that overwhelmingly support the expansion.

To fund the renovations, the Regional District can apply to the ICIP RNC program in partnership with the Kelly Lake Community Centre Society and if successful may receive between 75-100% to the total project costs. Staff have reached out to the program administrators to determine whether the PRRD as

the applicant and owner, would be eligible for 100% funding given that the Centre supports an indigenous off-reserve community. If not, the PRRD may only be eligible for up to 75% of funding.

In either case, given that the average project funding in 2018 through ICIP RNC was \$2 million, it is recommended that additional funding be provided to ‘top up’ the project budget, which could come from capital reserves for the facility (\$27,721), from the requisition area, or from other sources of funding (NDIT), or internal rural reserves such as Gas Tax.

The Gas Tax Community Works Fund can be used towards eligible costs for recreation and cultural infrastructure, and may be an appropriate source of funding to ‘top up’ the commitment to the project.

Another potential source of funding that could be used for the Kelly Lake Community Centre renovation project is from the Northern Development Initiative Trust (NDIT) under the Economic Diversification Infrastructure. This grant funding can be used to support major infrastructure projects to strengthen the local economy. Eligible projects include the development or improvement of major recreation facilities with a project budget of \$2,000,000 or over that include revenue generating assets or activities. This fund may provide up to \$250,000 to a maximum of 70% of the eligible project budget.

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administrative Committee approve a grant of \$1,200,000 from Gas Tax towards the Kelly Lake Community Centre renovation project.
2. That the Rural Budgets Administration Committee recommend that the Regional Board authorize an application be submitted to the Northern Development Initiative Trust- Economic Diversification Infrastructure program for the Kelly Lake Community Centre renovation project.
3. That the Rural Budgets Administration Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Partnerships
- ☒ Collaboration with Local and First Nations governments

FINANCIAL CONSIDERATION(S):

The Kelly Lake Community Centre Design Study, completed in 2019 (attached) provided a class ‘D’ estimate for the renovation of the facility (including soft costs and professional fees). The provided estimate did not include any contingency funds or allocations for the location factor. The Hazardous Materials Assessment will be completed in August 2020. There may be significant cost increases to the project if hazardous materials are found, which is likely given the age of the facility and the construction materials used at that time. The Facility Condition Assessment provided recommendations for future repair, and it is estimated that up to 85% of those repairs would be completed as part of the renovation of the facility.

DRAFT Budget

Construction	\$3,289,000	* includes some professional fees and reserves, Class D est.
Less PRRD Gas Tax	-\$1,200,000	
Total ICIP RNC Grant	\$2,089,000	

Note that the PRRD may also apply to NDIT for up to \$250,000 from the Economic Diversification Infrastructure fund which may also be able to offset costs. Additional costs may be associated with the abatement of hazardous materials. If successful in the NDIT grant, the funds could be used to address this potential issue if found or may reduce the amount of Gas Tax required for the project.

Since 2014, Area D has accessed approximately \$140,000 in Gas Tax for various community projects. There is currently \$5.87 million of uncommitted Gas Tax funds available for allocation.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

At the June 25, 2020 Committee of the Whole meeting staff brought forward a report to the Board on the considerations related to transferring community recreation facilities to the societies that operate them. The report was referred to the Electoral Area Directors Committee for further discussion.

MOVED, SECONDED, CARRIED

That the Regional Board refer the June 15, 2020 report titled 'Transferring Community Recreation Facilities' to the Electoral Area Directors Committee for further investigation into the initiative; further, that the Committee provide the Regional Board with progressive update reports on the initiative.

In discussing the project with the Director, the short-term goal is to first renovate the facility and then examine whether it could be transferred to the society that operates it. Note that the Regional District obtained this property in 2010 because the Province was unwilling to transfer it to any community organization in Kelly Lake at the time.

Attachments:

1. Attach - Kelly Lake Design Report – February 2, 2020
2. Attach - Transferring Community Recreation Facilities CS-COW-001 Report
3. Attach - Full Community Recreation Facilities Profiles
4. Attach - PRRD Owned Community Halls Presentation



FCAPX was commissioned by the Peace River Regional District to provide building condition assessments for three community centres in their region. One of these centres was the Kelly Lake Community Centre located in Kelly Lake just west of the Alberta British Columbia border. The community centre itself is built on the northern edge of the lake. The views from this location to the lake are excellent and provides a unique and high quality context for the building itself.

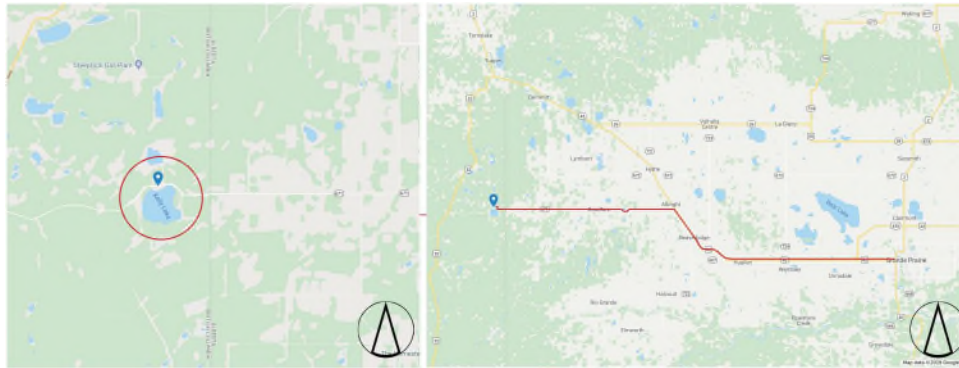
Thinkspace was brought to the project by FCAPX to address the needs requirements of the Kelly Lake Community Centre specifically providing both a program and ideas of how that program might be realized in the location.

Two trips were made to the facility. The first was on July 12, 2019. This workshop was a visioning and programming session to learn about the community and determine the space needs of the group.

The second trip was made on October 11, 2019 to present the outcome of architectural studies done to identify a possible solution to the program developed as a result of the workshop held



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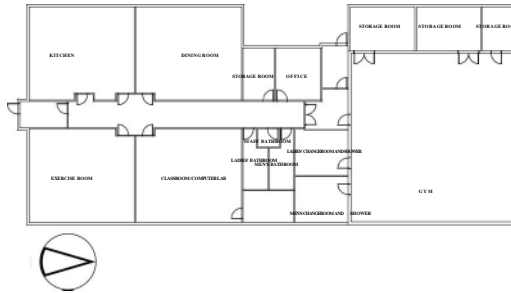


on July 12, 2019.

The Building

Kelly lake Community Centre consists of two connected structures: the gymnasium, and the lower office and classroom area. The gym is constructed of load bearing concrete block with open web steel joists spanning the space. Metal deck spans the joists.

The lower portion of the building was originally part of a school and is a steel frame with open web steel joists spanning from the outside beam to a column and beam located on either side of the central corridor.



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The exterior finishes are the concrete block painted and a profiled metal cladding well above the exit doors for the gym, and brick with the same profiled metal cladding at upper part of the lower building.

Public Consultation

Before we describe the public consultations a short description of what we do might be useful. The intent of this first all day consultation was to establish two components that are required to assess the kind and extent of changes that might be suggested. These are:

- **The "Vision":** This establishes what the consensus view of the future might look like. The tools we use to get to this are quite straight forward. We facilitate a discussion where everyone is free to speak about about how they see a future version of the Community Centre operating and what programs and services it will offer. Once that discussion is complete, we ask participants to vote on the top 3 goals that were identified. This is done one cards and with small green sticky dots.
- **Programming:** This is the term used by planners for the process of gathering information of the specific functions that must be included and how much floor area each of this will require. The tool we use here is a spreadsheet where record the different types of rooms and capture the specific areas. The areas we use are based on benchmarking to similar spaces



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in other locations

Consultations

The consultations were done with face-to-face workshops and questionnaires distributed to the community. The first round consisted of Workshop scheduled for July 12, 2019 with preliminary material sent to the Regional District and the community well ahead of the actual workshop date. The meeting occurred in the area designated as the "Dining Room" in the

community centre.

The group was extremely responsive and engaged as we discussed the community's vision for how the community centre should function. The clear indication emerging from the workshop is that the community centre is a vital location and the centre of community life and enjoys use from across all areas of the community.

The second part of the workshop covered the functional needs of the facility and how they were related to one another.



Existing Gymnasium

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Existing Kitchen



Weight Room and General Purpose



Classroom
and Child
Care



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Results of the Workshop

The discussion revealed the basic vision of the facility as follows:

- Space that is clean and comfortable
- Available to all ages
- Designed with a sense of community
- Make the internal flow logical
- That it be warm in the winter
- That the facility have adequate power for as-sembly events
- That the centre be perceived as the centre of the community and be a landmark.
- Have adequate support for a business centre
- That there be a larger gymnasium

As can be seen in the photo to the right by the clustering of the green dots that mark the individual votes on the most important elements of the goals for the facility, the two most important elements were:

1. A gymnasium that was a more workable size - at least that of a typical elementary school
2. That there be the proper infrastructure for the facility in terms of electrical capacity, proper me-chemical ventilation and heating, and gas service instead of the existing propane.



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Programming

The information gathered at the meeting of July 12, 2019 also provided what was required to prepare a program of the space needs. Once the functional uses were established, Thinkspace benchmarked the uses to similar facilities and placed calculated the net areas required for each one of the functions. This was also compared to the spaces now available. This information is captured in the area to the left on the spreadsheet.

The area of the spreadsheet that captures the room functions and sizes required is on the left of the spreadsheet - tinted light yellow here. The portion of the spreadsheet to the right captures the actual existing area of those functions - here tinted light red. The summary of the areas needed and existing is shown at the top of the following page.

The existing net program area available in the building is **594.10 SM** with a required net area of **749.0 SM**. That is a shortfall of **154.9 SM**. The approximate gross building area required to meet the program is **1,198.4 SM**. The gross area of the existing building is **816.49**. This suggests an addition of some **381.91 SM** is required.



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PEACE RIVER REGIONAL DISTRICT									
Existing Requirements 2019						AS FOUND			
Ref No.	ROOM NAME	No. of Staff	Allow (sqm)	Area (sqm)	Room Type	AS FOUND LOCATION	Area (sqm)	Ratio	AS FOUND
2.1 INDIVIDUAL AND SHARED OFFICE SPACE									
2.1.1 OFFICE									
S.1.1	Office	1	6.5	6.5	Shared office		10.0	0.7	AS FOUND
S.1.2	Event Space	1	6.5	6.5			0.0	0.0	AS FOUND
				13.0			10.0	0.7	AS FOUND
2.1.2 OTHER									
S.1.1		1	6.5	6.5			10.0	0.8	AS FOUND
S.1.2				0.0			0.0	0.0	AS FOUND
S.1.3				0.0			0.0	0.0	AS FOUND
S.1.4				0.0			0.0	0.0	AS FOUND
				13.0			10.0	0.8	AS FOUND
2.2 PROGRAM OFFICE									
2.2.1 Classroom									
S.1.1	General Purpose 1	11	2.2	24.2	Shared classroom		30.0	0.9	AS FOUND
S.1.2	General Purpose 2	11	2.2	24.2	Shared classroom		30.0	0.9	AS FOUND
S.1.3	Storage Room	1	2.2	7.0			0.0	0.0	AS FOUND
S.1.4				0.0			0.0	0.0	AS FOUND
				31.2			30.0	0.9	AS FOUND
2.2.2 Open									
S.1.1	Elementary School Room	1	100.0	230.0			100.0	1.0	AS FOUND
S.1.2	Wright Room	4	8.0	32.0	In multi purpose room now		0.0	0.0	AS FOUND
S.1.3	Storage	1	30.0	30.0			10.0	1.1	AS FOUND
S.1.4				0.0			0.0	0.0	AS FOUND
				162.0			110.0	1.0	AS FOUND
2.3 Databases									
S.1.1	Online Space for Artists to Program	1	10.0	5.0			10.0	0.7	AS FOUND
S.1.2				0.0			0.0	0.0	AS FOUND
				10.0			10.0	0.7	AS FOUND
2.4 SUPPORT SPECIALTY SPACE									
2.4.1 Commercial Kitchen									
S.1.1	Kitchen with Loading Dock	17/1/NET	10.0	30.0	Meeting kitchen		10.0	0.8	AS FOUND
S.1.2	Gathering	10	2.2	44.0	None		0.0	0.0	AS FOUND
S.1.3				10.0			0.0	0.0	AS FOUND
				114.0			10.0	0.8	AS FOUND
2.4.2 Other									
S.1.1	Event Hall	1	10.0	10.0	None		0.0	0.0	AS FOUND
S.1.2	Dance	8	3.0	24.0	None		0.0	0.0	AS FOUND
S.1.3	Recreation Center	8	6.0	48.0	None		0.0	0.0	AS FOUND
S.1.4	Private Space	1	4.0	4.0			0.0	0.0	AS FOUND
S.1.5	Recreation Event Space	80	2.0	160.0	Not defined		0.0	0.0	AS FOUND
S.1.6	Exterior Storage	1	10.0	10.0	None		0.0	0.0	AS FOUND
S.1.7	Exterior Storage	1	10.0	10.0	None		0.0	0.0	AS FOUND
S.1.2	Event Space	10	4.0	40.0	Open area, see computer in garage		0.0	0.0	AS FOUND
				10.0	Open used for events currently		0.0	0.0	AS FOUND

A-1.0 INDIVIDUAL AND SHARED OFFICE SPACE	13.0	18.6
A-2.0 PROGRAM SPACE	531.0	500.4
A-3.0 SUPPORT SPECIALTY SPACE	279.0	75.2

TOTAL SPACE NEEDED	825.0	594.10	Existing Net Program Area
TOTAL NET SPACE REQUIRED (Less Exterior Needs)	749.0	Total Building Net Area	765.77
APPROXIMATE TOTAL GROSS AREA NEEDED:	1198.4	Existing Gross Area	816.49

Adjacencies

The spreadsheet has an area that captures the adjacencies for the room functions. By adjacency we mean the space that needs to be the closest physically to the one being viewed. For example, if you are looking at room "A" and you indicated that room "B" needs to be the closest, then you would plan the floor to ensure that A was as close to B as possible. The adjacencies for the Program Space portion of the spreadsheet is shown to the right. The adjacency column is tinted light red.

A description of the adjacencies required of the project allows us to begin planning a possible solution. The adjacencies are expressed in a chord diagram that captures the adjacencies identified in the spreadsheet above.

In order to better understand the relationships that emerge from the spreadsheet, we take the information and create what is called a "chord" diagram. The diagram puts all of the functions for which an adjacency has been given on the outermost edge of a circle. It sizes the segments of the circle based on how many times the adjacency has been given to a par-

A-2.0 PROGRAM SPACE				
2.1 Classrooms				
2.1.1	General Purpose 1	15	2.2	38.0
2.1.2	General Purpose 2	15	2.2	38.0
2.1.3	Dining Room	30	2.5	75.0
2.1.4				0.0
				141.0
2.2 Gym				
2.2.1	Elementary Sized Gym	1	250.0	250.0
2.2.2	Weight Room	4	8.0	32.0
2.2.3		3	60.0	60.0
2.2.4				0.0
				342.0
2.3 Childcare				
2.3.1	Childcare Space for Adults in Program	5	10.0	50.0
2.3.2				0.0
				50.0
				594.0

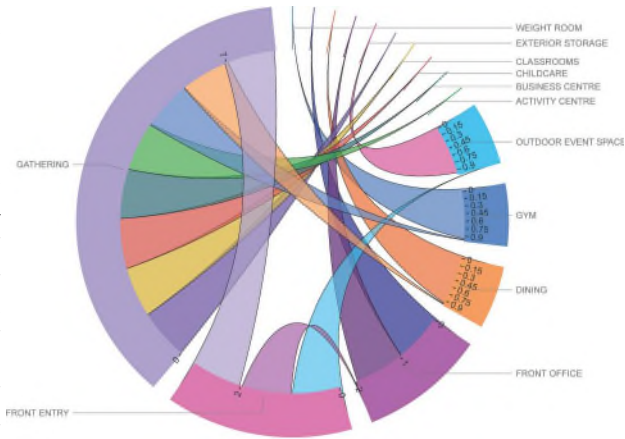
ticular function. The result is a series of coloured connections between the adjacent functions that expresses the frequency and the function to which that adjacency is required.

In the diagram generated for our spreadsheet, the space marked "Gathering" has the most frequent indication of a required adjacency and therefore is the largest. That is followed by the "Front Entry", then "Front Office" and so forth.

Connections

The outer circle then connects functions together. In the diagram, the "Gathering" function has eight connections to other functions with the heaviest of these connections to the "Front Entry" function. You can trace through the adjacencies by following the connections between functions. The relative sizes of the functions and the connections are again based on the number of times the adjacency is indicated.

The chord diagram clearly shows the importance of the gathering space identified in the program. All public functions are marshaled around this key location. Any solution to the program would require a central



area for this gathering function that in turn leads to all of the other principal functions within the facility that is shown in the connections in the chord diagram. This immediately identifies a key problem with the existing building: it does not have a gathering area and the functions are strung out along a corridor.

Developing a Solution

The Thinkspace architectural team worked with the programming document and the chord diagram to develop an approach to the building that could meet the program and yet work with the existing building in a positive and optimal way.

The original scope of this study was to include three alternative approaches. The Peace River Regional District later advised us that two approaches would suffice provided that one alternative considered what could be achieved within the existing envelope and the second looking at the implications of the full program allowing expansion beyond the existing envelope.

Objectives of the Alternative Schemes

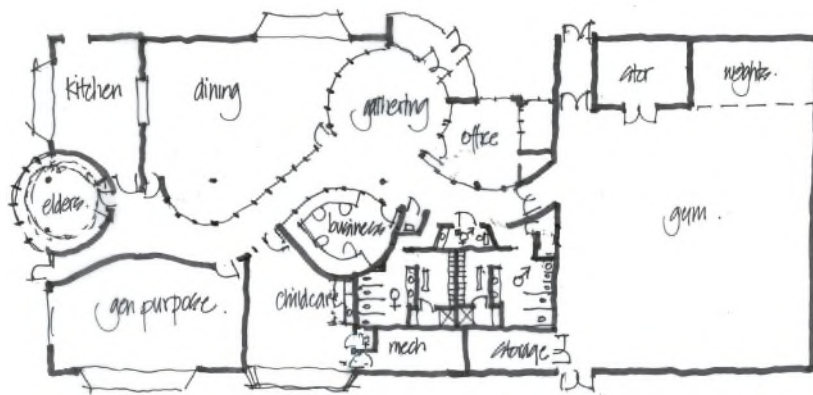
The two alternatives that are presented here have several commonalities based on the siting of the existing building. These include:

- The need for clear visibility from the administrative offices to both the entry and the internal circulation
- Ability of users to see and understand what is occurring within the building. This is intended to make the experience of the Community Centre more inclusive and functioning clear



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- Areas should take advantage of the stunning view to the lake and make that view part of the internal experience of the building
- The building classification under the BC Building Code is A2 - Assembly. This applies to the entire building and all occupancy calculations must adhere to that classification



Kelly Lake Community Centre
Trial Plan

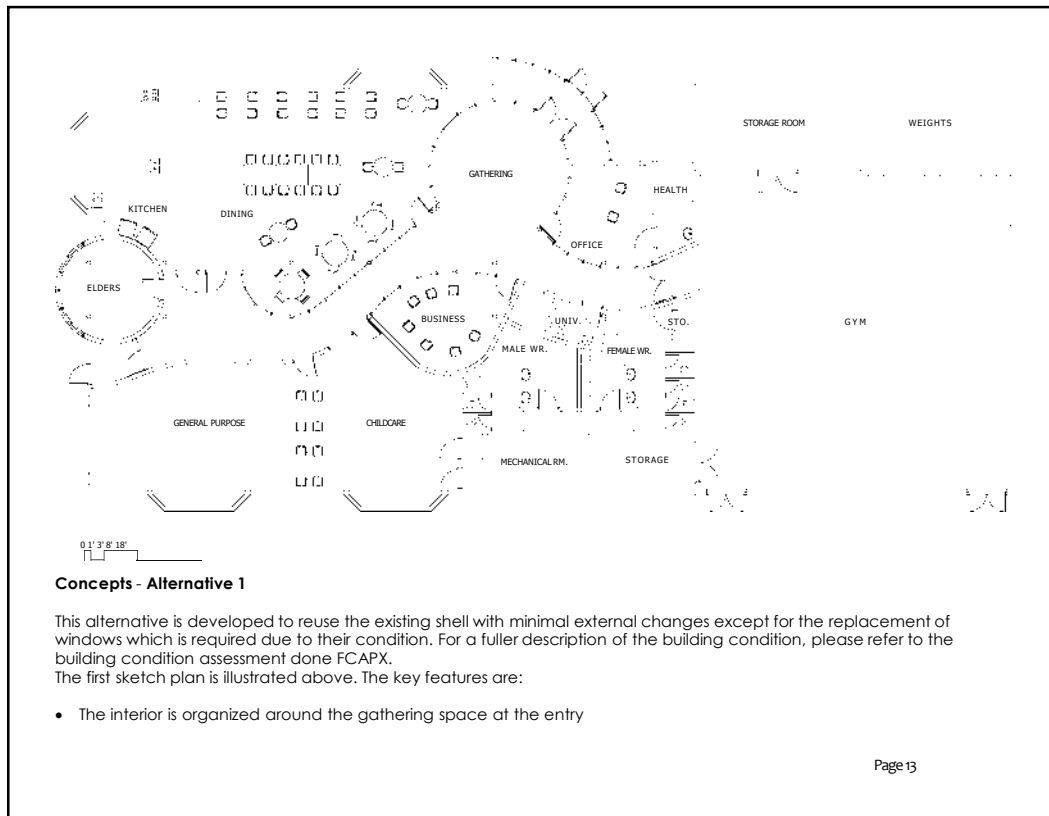
August 20, 2019

thinkspace



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- Circulation allows visibility into most areas
- The washrooms and change areas for the gym are consolidated into a single area where locker/shower access can be restricted when not required
- Elders room is given a lake-side view

The scaled layout in AutoCAD shows the final Alternative 1. The only portions of this scheme that extend beyond the existing envelope are the front entry and the elders area. This extensions are minimal. We also did not relocate the kitchen from its current position, but given the view to the lake, the dining room would benefit from being in the position the kitchen now has. Flipping the arrangement is explored a bit more in Alternative 2.



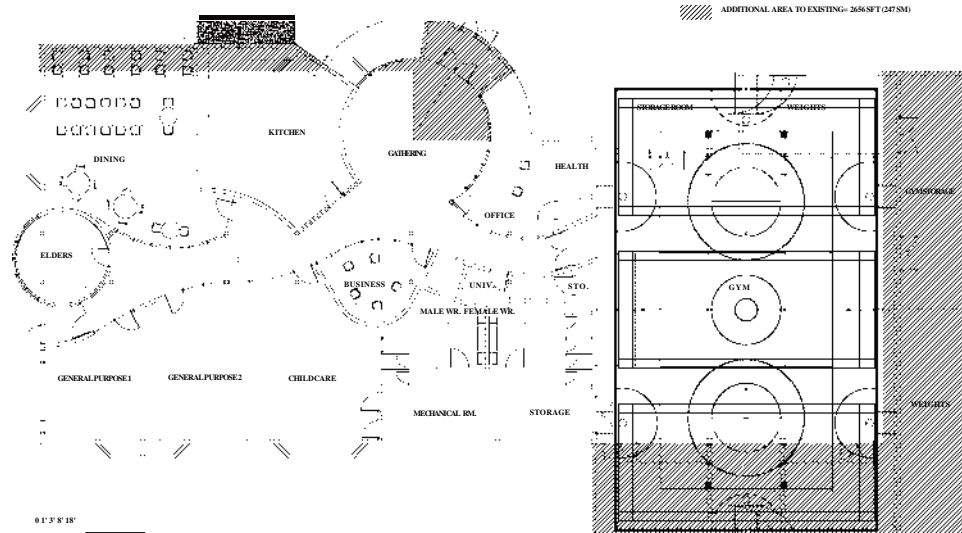
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The area for Alternative 1 is below that required by the program as a result of keeping the building envelope intact.

Concepts - Alternative 2

Alternative 2 pursues the entire scope as described in the program document. This necessitates a major expansion mostly centred on the gymnasium where the size of both the gym itself and its storage are much greater than what is currently there.

There is also an expansion to the kitchen dining area to meet the area requirements. All other uses are essentially the same. The two variants studies here are the flipping of the kitchen/dining room arrangement and having two multi-purpose rooms



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and child care on the east side. The approach to the interior space remains unchanged.

We should note that the structure of the lower portion of the building in both Alternative 1 and 2 are untouched. **Follow-Up**

The two alternatives were reviewed with stakeholders at a workshop held at the Kelly Lake Community Centre on October 11,



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2019. In addition, a questionnaire was sent out with illustrations of the alternatives prior to the event. A short presentation was made taking the participants through the process beginning with the previous workshop and stepping through the process of programming and developing the alternatives. Knowing that most people have difficulty understanding plans, we created a number of three dimensional imagery including renderings of the interior to provide the group with as cogent an idea of what the changes might look like as we could.

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The three dimensional images solicited the most comment. After some further questions and discussion, the was very clearly to us that the group favoured Alternative 2 as the one the community would like to have constructed.



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KELLY LAKE COMMUNITY CENTRE - ELEMENTAL COST SUMMARY					OPTION 1			
Element	Ratio to GFA	Elemental Cost	Quantity	Unit Rate	Sub Total	Total Cost	Sub-Total	%
SUBSTRUCTURE						\$4,412.41		
Normal Foundations	0.02%							
Earthwork for Building	0.00%		21.11	162.12	\$3,422.35		\$4.01	
Ground Conditions	0.00%		28.13	\$465.90	\$990.06		\$0.38	
STURCTURE						\$15,087.53		
Clad on Grade	0.02%						\$0.00	
Reinforced Floor Construction	0.02%		21.11	\$68.01	\$1,435.69		\$1.68	
Roof Construction	0.02%		21.11	\$90.79	\$1,909.69		\$7.45	
External Walls	0.00%		21.13	\$465.90	\$990.06		\$0.38	
EXTERIOR CLADDING						\$633,269.93		
Roof Finish	0.02%		290.69				\$0.00	
Roof Below Ground Floor	0.04%		21.11	\$231.91	\$4,895.62		\$2.04	
Walls Above Ground Floor	0.04%		33	\$125.00	\$4,125.00		\$0.00	
Windows	0.14%		119	\$7,400.49	\$872,329.31		\$0.38	
External Doors and Screens	0.02%		4	\$17,980.00	\$71,920.00		\$0.27	
Window Shutters	0.02%		0	\$0.00	\$0.00		\$0.00	
Sunshades	0.02%		0	\$0.00	\$0.00		\$0.00	
Security and Projections	0.04%		0	\$0.00	\$0.00		\$0.00	
INTERIOR PARTITIONS						\$188,933.11		
Permanent Partitions	0.45%		0	\$0.00	\$0.00		\$0.00	
Change Windows	0.14%		385.6	\$173.79	\$67,013.42		\$0.28	
Operable Walls - Solid Assembly	0.04%		112	\$750.00	\$84,000.00		\$0.35	
Operable Glassed Walls	0.04%		0	\$0.00	\$0.00		\$0.00	
Open Divider Curtains	0.04%		0	\$0.00	\$0.00		\$0.00	
Interior Doors	0.04%		17	\$1,410.74	\$23,982.58		\$0.10	
Staircase	0.04%		17	\$19.83	\$337.11		\$0.00	
VERTICAL MOVEMENT						\$0.00		
Stairs	0.04%		0	\$0.00	\$0.00		\$0.00	
Elevator	0.04%		0	\$0.00	\$0.00		\$0.00	
Ramps and Steps	0.04%		0	\$0.00	\$0.00		\$0.00	
INTERIOR FINISHES						\$49.18		
Floor Finishes	0.04%		522	\$0.32	\$167.04		\$0.00	
Ceiling Finishes	0.04%		522	\$9.57	\$4,995.54		\$0.21	
Wall Finishes	0.04%		522	\$1.79	\$934.38		\$0.00	
FITTINGS AND EQUIPMENT						\$97,239.46		
Network	0.79%		250	\$1.43	\$357.50		\$0.00	
Whiteboards/Tackboards	0.04%		522	\$7.43	\$3,878.46		\$0.16	
Recreational/Reception	0.04%		522	\$0.32	\$167.04		\$0.00	
Miscellaneous Mats	0.04%		522	\$9.66	\$5,042.52		\$0.21	
WC Access and Partitions	0.04%		522	\$1.77	\$914.94		\$0.00	
WC Lab	0.04%		0	\$0.00	\$0.00		\$0.00	
Change Gels	0.04%		0	\$0.00	\$0.00		\$0.00	
Wall Off Mats	0.04%		0	\$0.00	\$0.00		\$0.00	
Signage	0.04%		0	\$0.00	\$0.00		\$0.00	
Reception	0.04%		0	\$0.00	\$0.00		\$0.00	
Rough Carpentry, Caulking, Fire Proofing	0.04%		0	\$0.00	\$0.00		\$0.00	
Kitchen Equipment (Commercial)	0.04%		0	\$0.00	\$0.00		\$0.00	
Cooking Equipment	0.04%		0	\$0.00	\$0.00		\$0.00	
Reception and Fronting	0.04%		0	\$0.00	\$0.00		\$0.00	
ELECTRICAL						\$32,364.00		
Services and Distribution	0.04%		522	\$98.00	\$51,156.00		\$0.21	
Lighting	0.04%		522	\$8.00	\$4,176.00		\$0.17	
Power	0.04%		522	\$13.00	\$6,786.00		\$0.28	
Fire Alarm	0.04%		522	\$20.99	\$10,956.78		\$0.45	
TV/Data	0.04%		522	\$13.00	\$6,786.00		\$0.28	
Security	0.04%		522	\$7.00	\$3,654.00		\$0.15	
PA and Security Systems	0.04%		0	\$0.00	\$0.00		\$0.00	
MECHANICAL						\$47,037.42		
Building and Drainage	0.04%		522	\$9.11	\$4,751.42		\$0.20	
Fire Protection	0.04%		522	\$32.53	\$16,880.66		\$0.70	
HVAC	0.04%		522	\$29.00	\$15,138.00		\$0.62	
Systems	0.04%		522	\$9.00	\$4,698.00		\$0.20	
OVERHEAD AND PROFIT/GC FEE						\$228,999.98		
SOFT COSTS						\$463,360.24		
DESIGN CONTINGENCY						\$413,895.43		
NET BUILDING COST						\$2,533,064.42		
Gross Floor Area 852.47 DESIGN CONTINGENCY 13%								

Costs

Alternative 1

The costs of each option were developed to a class D level using current costs for a more remote location. The closest major centre is Grande Prairie which is about a one hour drive from the western edge of the city. The cost of the demolition and rebuilding of the interior is approximately **\$2.53 million**. This includes design contingency, soft costs and contractor overhead, profit, and fees.

Alternative 2

The second alternative totally rebuilds the gymnasium which requires more excavation and foundation work. Below grade work is also required on the west side of the lower building to meet area requirements. The cost of this alternative is **\$3.29 million** including design contingency, soft costs, and overhead profit and fees.

KELLY LAKE COMMUNITY CENTRE - ELEMENTAL COST SUMMARY				OPTION 2			
Element	Ratio	Elemental Cost	Total Cost	Rate per gross sq	Total		
Ratio	GFA	Quantity Unit Rate Sub Total	Sub-Total	Sub-Total	%		
SUBSTRUCTURE			\$176,276.07	\$176,276.07			
Normal Foundations	0.236			\$176,276.07			
Earthwork for Building	0.236			\$176,276.07			
Structural Concrete	0.000			\$176,276.07			
STRUCTURE			\$246,640.00	\$246,640.00			
Sub on Grade	0.236			\$246,640.00			
Suspended Floor Construction	0.236			\$246,640.00			
Roof Construction	0.236			\$246,640.00			
Structural Walls	0.000			\$246,640.00			
EXTERIOR CLADDING			\$246,640.00	\$246,640.00			
Roof Finish	0.236			\$246,640.00			
Walls Below Ground Floor				\$246,640.00			
Walls Above Ground Floor				\$246,640.00			
Windows				\$246,640.00			
Exterior Doors and Screens				\$246,640.00			
Window Shutters				\$246,640.00			
Sunshades				\$246,640.00			
Balcony and Projections				\$246,640.00			
INTERIOR PARTITIONS			\$117,988.19	\$117,988.19			
Permanent Partitions				\$117,988.19			
Interior Windows				\$117,988.19			
Operable Walls - Solid Acoustic				\$117,988.19			
Operable Glass Walls				\$117,988.19			
Gym Divider/Curtain				\$117,988.19			
Interior Doors				\$117,988.19			
Hardware				\$117,988.19			
VERTICAL MOVEMENT			\$117,988.19	\$117,988.19			
Elevator				\$117,988.19			
Ramps and Stairs				\$117,988.19			
INTERIOR FINISHES			\$117,988.19	\$117,988.19			
Floor Finishes				\$117,988.19			
Ceiling Finishes				\$117,988.19			
Wall Finishes				\$117,988.19			
FIXTURES AND EQUIPMENT			\$117,988.19	\$117,988.19			
Hardware				\$117,988.19			
Whiteboard/Blackboard				\$117,988.19			
Miscellaneous Specialties				\$117,988.19			
Miscellaneous Metals				\$117,988.19			
WC Access and Partitions				\$117,988.19			
WC Urinals				\$117,988.19			
Counter Grills				\$117,988.19			
Work Off Hubs				\$117,988.19			
Signage				\$117,988.19			
Honors				\$117,988.19			
Range, Canopy, Capping, Fire Proofing				\$117,988.19			
Kitchen Equipment (Commercial)				\$117,988.19			
Gym Equipment				\$117,988.19			
Restrooms and Dressing				\$117,988.19			
ELECTRICAL			\$117,988.19	\$117,988.19			
Service and Distribution				\$117,988.19			
Lighting				\$117,988.19			
Power				\$117,988.19			
Fire Alarm				\$117,988.19			
TV/Data				\$117,988.19			
Security				\$117,988.19			
PA and Auxiliary Systems				\$117,988.19			
MECHANICAL			\$117,988.19	\$117,988.19			
Plumbing and Drainage				\$117,988.19			
Fire Protection				\$117,988.19			
HVAC				\$117,988.19			
Controls				\$117,988.19			
OVERHEAD AND PROFIT/GC.FEE			\$117,988.19	\$117,988.19			
SOFT COSTS			\$117,988.19	\$117,988.19			
DESIGN CONTINGENCY			\$117,988.19	\$117,988.19			
TOTAL BUILDING COST \$3,286,536.00			\$3,286,536.00	\$3,286,536.00			

PEACE RIVER REGIONAL DISTRICT		SPATIAL NEED ASSESSMENT FOR: KELLY LAKE COMMUNITY CENTRE									
Ref No.	ROOM NAME	Existing	AS FOUND	AS FOUND	Ratio	Agency 1	Agency 2	Agency 3	COMMENTS		
No. of Staff	Area (sqm)	Room Type	Area (sqm)	Ratio							
A10 INDIVIDUAL AND SHARED OFFICE SPACE											
10	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
11	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
12	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
13	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
14	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
15	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
16	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
17	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
18	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
19	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
20	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
21	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
22	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
23	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
24	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
25	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
26	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
27	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
28	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
29	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
30	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
31	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
32	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
33	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
34	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
35	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
36	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
37	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
38	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
39	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
40	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
41	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
42	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
43	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
44	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
45	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
46	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
47	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
48	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
49	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
50	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
51	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
52	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
53	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
54	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
55	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
56	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
57	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
58	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
59	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
60	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
61	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
62	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
63	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
64	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
65	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
66	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
67	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
68	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
69	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
70	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
71	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
72	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
73	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
74	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
75	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
76	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
77	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
78	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
79	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
80	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
81	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
82	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
83	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
84	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
85	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
86	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
87	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
88	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
89	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
90	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
91	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
92	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
93	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
94	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
95	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
96	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
97	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
98	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
99	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
100	Reception	PER ALLOW	20.0	20.0	1.0	AS FOUND	AS FOUND	AS FOUND	20.0	20.0	
A10 INDIVIDUAL AND SHARED OFFICE SPACE											
A10 PROGRAM SPACE											
A10 SUPPORT SECURITY SPACE											
TOTAL SPACE NEEDED											
TOTAL NET SPACE REQUIRED (Less Existing Needs) 168.0											
APPROXIMATE TOTAL GROSS AREA NEEDED 178.0											
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REPORT

To: Committee of the Whole

Report Number: CS-COW-001

From: Trish Morgan, General Manager of Community Services

Date: June 15, 2020

Subject: Transferring Community Recreation Facilities

RECOMMENDATION: [Corporate Unweighted]

That the Committee of the Whole receive the June 15, 2020 report titled "Transferring Community Recreation Facilities" for discussion.

BACKGROUND/RATIONALE:

The PRRD has title or license to 13 rural community recreation grounds and facilities (hereinafter called 'properties'). These properties have been acquired over a number of years, for a number of purposes, to fulfill an important role as community hubs and gathering spaces. Many of the properties owned by the PRRD have been acquired through Free Crown Grants, transfers from Provincial Ministries, or through the private sale or donation. Acquisition of these properties has taken place since the late 1970s.

The properties in question are:

- Area B
 - Buick Creek Recreation Grounds
 - Cache Creek Community Hall
 - Golata Creek Community Hall and Recreation Grounds
 - Goodlow Recreation Area (formerly Moose Creek)
 - Halfway Community Hall
 - Halfway Community Gymkhana Grounds
 - Northland Trailblazers Recreation Grounds and Chalet
 - North Peace Fall Fairgrounds
 - Osborn Community Hall
 - Rose Prairie Grounds
- Area D
 - Kelly Lake Community Centre
- Area E
 - Jackfish Community Centre
 - Moberly Lake Community Centre

The Regional Board passed the following resolution on May 7, 2020

MOVED, SECONDED, and CARRIED

That the Regional Board be provided with a report on options for transferring ownership of Society run Peace River Regional District recreational facilities to the Societies that operate/lease them at a future Committee of the Whole meeting.

Considerations for Transfer of PRRD Owned Properties

The following considerations may impact the process of transferring of PRRD owned or leased properties.

Regional Parks Bylaw

Bylaw 860, 1994 provides for the regulation and use of community and regional parks. At the time of its adoption (1994), a number of the properties in question were included within the bylaw. At this time, it is unclear whether the inclusion of these properties in a regulatory bylaw as a Regional or Community Park gives these properties 'park' status; however, identification of these parks in this bylaw is at least an indication of possible formal park status. The following mechanisms may have been used to dedicate the properties as regional or community parks:

- Resolution by the Regional Board
- Landowner dedication as a park by depositing a plan in the land title office
- Dedication by bylaw (affirmative vote by at least 2/3 of all Regional Board members)
- Dedication of a regional park under the *Park (Regional) Act* (repealed)
- Transfer in trust from a private landowner

In order to determine whether a property is a regional park, further information would need to be gathered regarding the particular properties for a legal review. Should a legal review confirm that properties are regional or community parks, there are additional considerations that may affect the transfer process.

If a property was dedicated or reserved as a park as described above, the Regional Board must adopt a bylaw to cancel the dedication or reservation in order to dispose of the property, and the Regional Board may only adopt the bylaw if it first receives the approval of the electors of the entire region (can be obtained by way of an Alternate Approval Process or Assent Voting). The PRRD must also place any money received from the sale in a reserve fund to acquire alternate regional parks, community parks, or trails.

At this time, of the 13 properties in question, only the North Peace Fall Fair has been identified as a regional park by the PRRD's legal counsel, as it was dedicated by resolution of the Regional Board. Further investigation is needed to determine if any of the other 12 properties are considered regional or community parks.

'Regional Parks' without Park Status

If these properties do not have legal status (that would attract the statutory or other restrictions on how parks may be used or sold) the PRRD can use the land as a park, without any legal formality, and may be free to cease using such land as park. The PRRD could also sell the land, without going through any type of public approval process, or having to apply to the court or to the Province. The Regional Board could simply pass a resolution to authorize the sale.

Specified Use

The PRRD has title to nine community recreation facilities, eight of which were obtained from the Crown and one that was purchased in a private sale.

Where the PRRD has obtained title to a piece of land through a Crown Grant, the Crown included restrictions on the title for how the property is to be used. For the eight properties acquired through the Crown, the title extends “for so long as the land is used for community recreation purposes”. Should the land NOT be used for the purpose specified in the Crown Grant document, the Minister may cancel the disposition (title). Therefore, it may be possible for the PRRD to transfer the properties, but the Societies will be required to continue to use the properties as stipulated on the title. In order for the PRRD to sell an affected property to a society free of such a use restriction, the Crown would need to release the ‘specified use’ condition. The Crown may expect to receive fair market value in return for giving up these use restrictions.

It may be possible to change the specified use of the properties but this would require an application to the Province. For instance, if the PRRD wanted to co-locate another community amenity that is not for recreational purposes (such as a cistern to supply water for fire protection), the PRRD could apply to add such a use.

For the title privately obtained, the PRRD is under no restriction for use upon sale, but the transfer still may be affected by other factors, such as a regional park dedication.

Agricultural Land Reserve Restrictions

Many of the properties either owned or tenured to the PRRD are within the Agricultural Land Reserve. In many cases, through the acquisition process for the properties, the Agricultural Land Commission provided approval for non-farm use. Should the Regional Board be in favour of transferring properties that have been approved for non-farm use within the ALR, it will need to be noted as a condition of transfer/sale.

Co-Located Facilities

Two of the properties in question are co-located with other PRRD assets. In the first case of the Northland Trailblazers, the Society subleases part of Montney Centennial Park, which is tenured to the PRRD through a License of Occupation. The second being the Moberly Lake Community Hall, which is located on the same property as the Moberly Lake Volunteer Fire Hall. The PRRD may be able to pursue a subdivision of these properties, though this would require the authorization of both the Ministry of Transportation and Infrastructure and Northern Health.

Notice of Disposition

Prior to the Regional Board selling or leasing (or even entering into an agreement to sell or lease) a property to a non-profit Society, the PRRD must publish notice of the intended disposition in a newspaper. The PRRD is not required to provide a public acquisition opportunity here, as the proposed transfers are to non-profit organizations; however it should be confirmed that each proposed transferee Society is incorporated and in good standing and is not member-funded.

Notice of Assistance

If the Society will be paying a purchase price (or lease rent) that is less than fair market value, the PRRD will be providing ‘assistance’ to a Society. Pursuant to the *Local Government Act*, the PRRD may provide such assistance if it considers the assistance will benefit the community. The PRRD must

publish a newspaper notice of its intention to provide such assistance, before it sells or leases, or even enters an agreement to sell or lease.

“Reverter” Clause

Another consideration that may affect the transfer of properties to the Society operators is the ‘reverter’ clause found in the four properties tenured through a License of Occupation, as well as eight of the nine properties acquired as a free crown grant. Should the PRRD no longer require the tenure, the license documents state that the land is to be ‘reverted’ to the Crown.

A condition subsequent, or the possibility, of reverter does not prevent the PRRD, as the owner, from selling the affected land but it does require that the PRRD obtain consent of the Crown to do so. The Society, as a new owner of the land, would take ownership of the property, subject to the possibility of the reverter clause. The Society would then be restricted from selling the land in the future, and if no longer required, would be returned to the Crown.

In order for the PRRD to sell an affected property to a society free of ‘reverter’ status, the Crown would need to release the condition, and the Crown may expect to receive fair market value in return for giving up these use restrictions.

Other Charges

There may be other charges on the title to a property that could affect a proposed disposition (for example, judgements, certificates of pending litigation, options to purchase, and rights of first refusal). Each property would require a legal review to understand potential implications.

Liability Issues

The PRRD, through the terms of a transfer agreement with a Society, may to some extent be able to transfer risk and liability associated with the property to the Society, provided that the Society is willing to accept such terms. However, it is possible for the PRRD to have continuing risk and liability after it has been transferred. Accordingly, before committing to the transfer, it is recommended that investigation be completed, specifically in relation to the environmental condition of the property.

Transferring Ownership of Properties

The following are options for transferring properties, should the above conditions be met:

Sell Properties for Fair Market Value

The PRRD could initiate the sale of any properties that it has title to. Current property assessment valuation could provide a basis for determining market value. Property transfer tax may apply as a result of the sale.

Sell Properties for \$1

The PRRD could initiate the sale of any properties that it has title to for a less-than-market value, as approved by the Regional Board.

Leasing (long-term) Properties Owned by the PRRD

The PRRD may wish to consider disposing of the property by way of a long-term lease, rather than a sale if the PRRD has a continuing interest in the property. This would give the PRRD better assurances that the expected use of the property would continue for as long as the PRRD requires. The PRRD may, under such a lease, give the Society substantial control over the property for the term of the lease (which may be long-term), while including basic requirements as to use. This would give the PRRD the ability to cancel the lease if the Society ceases to exist or ceases to operate the property as a public park or community recreation facility or amenity.

Leasing (long-term) Properties Leased (through a License of Occupation) to the PRRD

Where the PRRD does not own the land in fee simple and has only a License of Occupation from the Province, the PRRD cannot lease the land and it must continue to sublicense (or transfer the lease, as discussed below).

Transferring Lease of Crown Land Properties Tenured to the PRRD

To transfer the PRRD's interest in a lease of provincially owned land (any properties tenured under a License of Occupation) the PRRD would assign the lease to the receiving Society. Each lease would include provisions addressing the ability of the PRRD to make such an assignment. It is likely that a consent from the Province will be needed for each property in order for the PRRD to assign a lease to a non-profit Society. A newspaper notice of the PRRD's intention to dispose of the land will be required.

Operation of Community Halls as a Regional District Service

Beyond the Recreational and Cultural Grants-in-Aid program, fundraising, and outside grant funding, most of these community halls receive no funding for the upkeep, operation, or capital improvements for the facilities – with the exception of the Kelly Lake Community Centre, where there is a service function to provide for operations, maintenance and capital upgrades. It is generally understood that many of the societies have been struggling with volunteer capacity for fundraising, maintenance, etc. There has also been an increase in requirements governing the use of these facilities (e.g., more recently COVID-19 requirements, liquor control for events, changes to the BC Building Code impacting capital upgrades, WorkSafe BC), which put stress and pressure on the remaining volunteers. Should the PRRD choose to keep these properties, it may be possible to provide funding either through the establishment of a local service area, or one that covers the entire electoral area, to assist with funding. If the Regional Board chooses to operate the properties as a PRRD service, it will need to adopt an establishing bylaw for the service(s) and would be required to conduct an elector approval process.

Pros and Cons of Transferring Ownership

Volunteerism

Although groups of very enthusiastic volunteers, who are committed to the facilities, operate the facilities, volunteerism is on a steady decline in the PRRD and across the country. Long-term volunteers are generally scarce and the ability to comply with Provincial legislation, WorkSafe standards, and best practices, while fundraising and providing community events, can put significant pressures on the volunteers and the societies. Many of the societies have noted challenges in recruiting and retaining volunteers, and as a result some have come close to going defunct (even in

the last year). Many societies have experienced challenges in completing capital projects that are funded via electoral area grants, due to low number of volunteers to complete the work.

If any of the properties are transferred to the operating societies, it will be important to include language in the transfer agreement that if the society goes defunct, that the property will be transferred back to the PRRD.

Capital Replacement Considerations & Asset Management

The PRRD cannot borrow funds for capital infrastructure (replacement, upgrades, etc.) on properties that are not owned by the PRRD. Many of the properties are nearing the end of their useful life and consideration needs to be given to whether they should be replaced and if so, how the replacement costs will be funded. Should the PRRD transfer the properties to the operating Societies, the PRRD will effectively be giving up the opportunity to create a local service area to raise money for capital replacement or upgrades.

In 2014, the PRRD conducted a facility inventory and conducted a high level condition assessment of most of the properties in the North Peace (see facility profile for each assessment).

Name of Facility	Age of Facility	Estimated Remaining Useful Life As of 2015	Asset Condition Rating (scale 1-10)
Golata Community Hall	61 years	5 years (2020)	2.0
Cache Creek Community Hall	30 years	10-15 years (2025-2030)	4.0
Goodlow Recreation Grounds (formerly Moose Creek Gymkhana)	37 years	Indefinite	1.0
Halfway Community Hall	30 years	15-20 years (2030-2035)	4.0
Halfway Rodeo Grounds	40 years	Indefinite	2.5
North Peace Fall Fair Grounds	70 years	Most buildings 15 years (2030)	4.5
Osborn Community Hall	40 years	10 years (2025)	2.5

Osborn Community Hall

In 2019, a more detailed condition assessment of the Osborn Community Hall was conducted to determine whether to replace the facility or to consider building a new facility. As a result of the condition assessment, the following resolution was passed by the Regional Board on November 28, 2019:

MOVED, SECONDED, and CARRIED

That the Electoral Area 'B' Director and PRRD staff be authorized to meet with the Osborn Community Hall Society to further review the "Facility Conditional Assessment Report – Osborn Hall" and discuss options to remediate the facility or investigate a new facility.

In February of 2020, the Rural Budgets Administration Committee reallocated the remaining financial commitment to the Osborn Facility Condition Assessment (\$13,828) to further study the following:

- Determining the needs of the community
- Bringing forward options and costs for a replacement (modular unit)
- Costs of demolition and site servicing

Once the study is complete (as outlined above), the Electoral Area Director and Regional Board, in consultation with the operating society, will need to consider how, or if, to fund the replacement of the Osborn Community Hall.

Kelly Lake Community Centre

The Kelly Lake Community Centre is a well-used community asset, and the only public gathering space in Kelly Lake. The facility is in need of a major renovation to ensure that the Centre is safe and accessible for years to come. A detailed Facility Condition Assessment and Design Study were completed in 2019 in order to gather sufficient information and create design options to apply for grants to offset the cost of the anticipated renovation. Before moving forward any further, a hazardous materials study will be completed during the summer of 2020 to further inform the renovation process.

In February of 2020, the Rural Budgets Administration Committee passed the following resolution;

MOVED, SECONDED, and CARRIED

That the Rural Budgets Administration Committee allocate \$15,000 from Gas Tax to the Kelly Lake Community Centre 2020 budget (Function 225) for the purpose of conducting a hazardous materials study, in preparation for conduction further renovations of the facility and amend the 2020 Draft Budget for Function 225 – Kelly Lake Community Centre to:

1. Increase Transfer from Gas Tax Reserve - \$15,000
2. Increase Contract for Services - \$15,000

Prior to transferring ownership, the PRRD may wish to conduct detailed condition assessments on the properties to inform both the societies that may be receiving the property and PRRD of the remaining useful life, necessary capital upgrades, and the costs to fund repairs or whether replacement of the entire facility is needed.

Insurance Considerations

The PRRD pays for the property insurance on all PRRD owned facilities. The cost of insurance for these properties is \$8,600 annually under the Regional District's insurance policy. Should the PRRD relinquish ownership of these properties, the insurance costs would be borne by the operating societies, and it is expected that the costs will be far greater than what is currently paid through the Municipal Insurance Association.

Taxation Considerations

Local governments are not required to pay property taxes on community or institutional facilities. Should the Regional Board sell or transfer properties to the operating societies, they would have to pay the additional expense of property taxes. In 2013, the Regional Board passed a policy stating that the PRRD would not grant permissive tax exemptions.

Future Use & Ongoing Interest

While many of the properties have restrictions on the use of the property for “community recreation only”, the Regional Board may wish to consider if holding the properties for future development of other community uses is important. For instance, depending on the size of the property, could a fire hall, water tankloader facility, recycling drop off, etc. be sited on the property in the future? (subject to approval of the Crown) If so, the Regional Board may wish to consider whether relinquishing a property is in the best interest of the PRRD and the tax payers in the long-term. Further consideration should be given to the follow questions:

- Does the PRRD expect the property to continue to be used as part of a PRRD service? If yes, then operating agreements should be updated or maintained.
- Does the PRRD wish to restrict the use of the property? If yes, then the PRRD may wish to consider requiring the registration of a Section 219 covenant on title to the property, setting out the restricted use.
- Does the PRRD wish to re-acquire the property after a period of time or if the society ceases to operate the property? If yes, the PRRD may wish to register an option to re-purchase the property or by placing a possibility of reverter on the properties in favour of the PRRD.

Next Steps

The initial steps to transfer properties, no matter how they were obtained or what restrictions were placed upon them, are as follows:

1. Legal review of the title to properties and charges.
2. Identify applicable Regional District bylaws and resulting requirements.
3. Review documentation respecting Regional District acquisition and administration of properties as parks, to determine if they have legal park status.
4. Consider whether an environmental investigation is required.
5. Identify and review leases, licenses, contracts and other agreements pertaining to the properties.
6. Consider ongoing operating, maintenance, repair, and replacement costs with respect to the property and potential need for PRRD role/contribution.
7. Consider PRRD interest in the property for both current and future use.
8. Determination of what ongoing interest, if any, the PRRD wishes to have in a property, should it be transferred to a society.

Should the Regional Board be in favour of moving forward with the process to transfer properties to their respective operating societies, additional research will be required:

- What is the desire of the community associations that operate these facilities?
- What is the desire of the public to transfer these properties?
- Review of PRRD bylaws pertaining to the property and park services to determine if any amendments are required or any other steps that need to be taken in relation to the applicable service.

ALTERNATIVE OPTIONS:

1. That the Committee of the Whole identify and prioritize the society run properties that are owned or licensed by the PRRD, and recommend that the Regional Board investigate the identified properties to

determine the requirements of transferring those properties to the operating societies; further that the Committee of the Whole recommend that the Regional Board authorize consultation with the operating societies to determine their interest in obtaining the properties they operate.

2. That the Committee of the Whole provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

Should the Regional Board pursue further investigation on transferring properties to operating societies, there will be expenses for legal review. Staff time will be required to research historical records and files to determine whether there are official dedications to community or regional parks.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

None at this time.

Attachment:

1. Property Profiles
2. PRRD Owned Community Halls Presentation

Buick Creek Recreation Grounds Profile

Location: 15349 Rodeo Rd, Buick BC



Operator: Buick Creek Community Club

Facility Description:

- Property 30.54 hectares
- Estimated 2,000 SF
- Built in 1980's, with minor renovation/expansion since
- 1982 listing for the Regional Parks Function shows Buick Creek as a rodeo ground, also included in Bylaw 860, 1994.
- Grounds included grandstands, a catchpen, a holding pen, announcer's booth, riding arena, calf chutes, and a service building.

Assessed Value: N/A as not surveyed

Estimated Remaining Service Life: Less than 5 years (2015 NP Facility Assessment)

Detailed Facility Condition Assessment Completed: No

Title/Lease Obtained:

- Crown Land License of Occupation (License No. 815982) was renewed in April, 2018, to the Peace River Regional District, for 30 years.
 - No current Use and Occupancy Agreement in place
 - No sub-lease consent from the Province for the Buick Community Club to use.
 - License of Occupation can be terminated by the Regional District
 - In 1983, the ALC allowed the PRRD's application to subdivide one ten acre parcel.

PRRD Grants Received since 1996: \$142,977

Regional or Community Park:

- Included in PRRD Regional Park Bylaw No 860, 1994
 - No resolution to designate facility a Regional or Community Park has been found.

Asset:

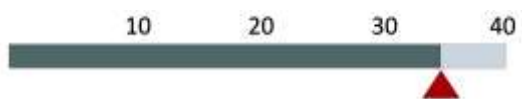
Buick Creek Community Hall (Rural)

Location: Buick Creek, unincorporated

Ownership: Buick Creek Community Club

Rating: 2.0 (scale of 1-10)

Remaining service life: Less than 5 years



Strategic value: Redundant asset.

Description: Stand-alone community hall with kitchen and washrooms. Community focus has shifted to arena and community also has access to school gym (no liquor).



Exterior

Year built: 1980's according to club

Year renovated/expanded: Minor

Square footage: Estimated 2,000 SF

Utilization: Seldom used in recent years.
Poor.

Functionality: Adaptable but small. Fair.
Occupant load: 30-50. Good.

Building type: Wood frame on crawl.



Interior

Foundation: Perimeter concrete. Poor.

Envelope: Wood frame.

Roof: Wood frame, shingles.

Interior: Plywood, paper tile ceiling. Poor.

Mechanical: Gas heat, aging. Poor.

Kitchen: Residential quality. Good.

Washrooms: Adequate for load. Good.

Code compliance: Combustible construction, no fire suppression, alarms or signage. Poor.

Handicapped access: None. Poor.

Appearance: Neglected. Poor.

Site amenities: Post office outbuilding.

Parking: Gravel. Fair.

Site secured: Fenced. Good.

Capital interventions anticipated:
Roof needs replacement. Envelope and interior in very poor condition.

Additional observations:
Facility redundant except for liquor licensed assemblies (few in numbers).

Upper Cache Community Hall aka Cache Creek Community Recreation Area Profile

Location: Upper Cache (unincorporated), 17031 Robinson Road



Operator: Cache Creek Community Club

Facility Description:

- The hall is a doublewide portable classroom-type structure, outbuilding playground, and outdoor rink
- Built in the late 1900's and early 2000's with an addition of a shed in 2010.
- 1,000 SF plus 200 SF Shed and outhouses, 17.43 hectares.

Assessed Value: \$79,600

- **Land** \$79,600
- **Buildings** \$0

Estimated Remaining Service Life: 10 – 15 years (2015 NP Facility Assessment)

Detailed Facility Condition Assessment Completed: No

Title/Lease Obtained:

- Title Certificate issued in 1987
 - 2002 the Land Use Agreement was renewed to a further 5-year term.

PRRD Grants Received since 2000: \$46,551

Regional or Community Park:

- Included in the PRRD Regional Park Bylaw No 860, 1994
- No resolution to designate facility a Regional or Community Park has been found.

Asset:

Upper Cache Community Hall (Rural)

Location: Upper Cache, unincorporated.

Ownership: owned by PRRD, operated by the Cache Creek Community Club

Rating: 4.0 (scale of 1-10)

Remaining service life: 10-15 years



Strategic value: Isolated rural community, remote (>45-minute drive to Charlie Lake).

Description: Double-wide portable classroom-type structure, outbuilding, playground (in disrepair) and outdoor rink (abandoned).



Exterior

Year built: late 1990's, early 2000's.

Year renovated/expanded: Shed added in about 2010.

Square footage: 1,000 SF plus 200 SF shed and outhouses

Utilization: Low, but community is small.



Hall, playground and outdoor rink to left

Functionality: Good for intended use.

Occupant load: 20-30. Good.

Building type: Manufactured portable.
Foundation: Post on pads, crawlspace.
Envelope: metal on steel stud, insulated.
Roof: Metal, steel truss, t-bar ceiling.
Interior: Plywood wall panels.

Mechanical: Gas heater. Fair.
Kitchen: Kitchenette. Poor.
Washrooms: Outhouses.

Code compliance: Non-combustible, marginally-conforming. Fair.
Handicapped access: Ramp but not HC accessible. Poor.

Appearance: Fatigued and damaged. Poor.

Site amenities: Damaged play apparatus.
Parking: Gravel. Adequate area.
Site secured: Fenced.

Capital interventions anticipated: Overall poor condition and eventual replacement may make more sense than repairs.

Additional observations: Evidence of not enough manpower to deal with routine maintenance.

Golata Creek Community Hall Profile

Location: 6161 Golata Creek Road, Golata



Operator: Golata Creek Community Society

Facility Description:

- Property 15.82 ac
- 2,000 sqft
- Occupant local 30-50 people
- The original Community Hall was built in 1959, with an addition added in 1978, kitchen added in 1987, plumbing added in 2009.
- The facility is comprised of the original community hall and the former Golata Creek School building.
- Grounds include horseshoe pits, a ball diamond and campground with outhouses.

Assessed Value: \$160,300

- **Land** \$54,400
- **Buildings** \$106,000

Estimated Remaining Service Life: 5 years (2015 NP Facility Assessment)

Detailed Facility Condition Assessment Completed: No

Title/Lease Obtained:

- PRRD obtained title at request of society in 1986
 - The certificate of title may be affected by the ALC Act.
 - Undersurface rights are registered to the Crown.
 - The possibility of reverter is to the Crown.
 - To be used for Community Purposes only.

PRRD Grants Received:

- Recorded in Vadim since 2005 = \$106,096.92
- Rural Grants-in-Aid = \$107,591

Regional or Community Park:

- Included in PRRD Regional Park Bylaw No 860, 1994

Asset:

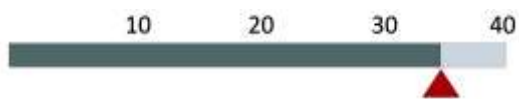
Golata Community Hall (Rural)

Location: Golata, unincorporated

Ownership: owned by PRRD, operated by Golata Creek Recreation Society

Rating: 2.0 (scale of 1-10)

Remaining service life: 5 years



Strategic value: Remote location, decreasing use.

Description: Community hall east of FSJ and about ½ hour drive south of Clearview. Portable (kitchen, indoor washrooms) added to hall in 1980's.



Exterior

Year built: 1959

Year renovated/expanded: Kitchen added 1987, plumbing 2009

Square footage: 2,000 SF

Utilization: Less than 5 times/week. Poor.

Functionality: Single-purpose, not adaptable. Poor.

Occupant load: 30-50.



Entrance

Building type: Wood frame on crawlspace.

Foundation: Posts on concrete spread footings. Poor.

Envelope: Wood frame; portable likely steel stud framing. Poor.

Roof: Metal pitched. Poor.

Interior: Lino, plywood wall panels. Poor.

Mechanical:

Kitchen: Residential. Fair.

Washrooms: Adequate for load. Fair.

Code compliance: Combustible construction, no fire suppression, not to fire code. Poor.

Handicapped access: No.

Appearance: Building and site not maintained. Poor.

Site amenities: None.

Parking: Gravel, overgrown.

Site secured: Fenced.

Capital interventions anticipated:

Roof needs replacement or major repairs (re-occurring). Envelope and interior in very poor condition.

Additional observations: Questionable viability of asset, but community is attached to the facility.

Goodlow Recreation Area Profile

Location: Those parts of the S 1/2 & NE ¼, Section 35 and the SW 1/4 , Section 36, Township 84, Range 15, W6M, Peace River District.



Operator: Goodlow Community Club

Facility Description:

- 2.0 acres
- Formerly Moose Creek Gymkhana Grounds (1983 – 2014)
 - Development of the Gymkhana started in 1986
 - Currently, the community group is undertaking to redevelop into a campground with a playground and to develop a ball diamond.
- Has two small buildings, playground equipment, picnic tables and fire pits

Assessed Value: N/A

- Land
- Buildings

Estimated Remaining Service Life: Indefinite (2015 NP Facility Assessment)

Detailed Facility Condition Assessment Completed: No

Title/Lease Obtained:

- Crown License to the Peace River Regional District
 - License of Occupation (No. 815530) renewed in 2014, for a 30 year term
- Sub-leased to Goodlow Recreation Commission, commencing June 1 2019 and ending June 1, 2024.
 - Possibility of reverter is to the Crown, for community recreation purposes only (on title)

PRRD Grants Received since 2011: \$110,633

Regional or Community Park:

- Listed in Bylaw 860, 1994.

Asset:

Goodlow Campground and Ball Diamond

Location: Former Moose Creek Gymkhana grounds in Goodlow

Ownership: Crown license to PRRD, sub-leased to Goodlow Recreation Commission

Rating: 1.0 (scale of 1-10)

Remaining service life: Indefinite.

Strategic value: Adaptive re-use of a community asset.

Description: Community group undertaking to redevelop the defunct gymkhana into a campground with playground and to develop a ball diamond.



Campground view with outbuildings

Year built/improved: Redevelopment starting in 2014

Site Area: Approximately 2.0 acres

Utilization: n/a.

Inventory: Two small dilapidated outbuildings.

Groundcover: Gravel, grass, bush.

Access to washrooms: Outhouses.



Playground and picnic area

Site furniture: Residential quality playground equipment, picnic tables and fire pits.

Code compliance: Not CSA conforming.
Handicapped access: No.

Appearance: Too early to assess.

Site amenities: None.

Parking: Gravel in campsites.

Site secured: No. Some previous fencing retained.

Capital interventions anticipated:

Money being spent on chain-link backstop for ball diamond. Future additional funds will be spent clearing and developing additional campsites and infrastructure.

Additional observations:

This is a very modest volunteer-driven effort in the small rural community. Aspirations and expectations are low and likely attainable. Additional funding support may be requested.

Halfway-Graham aka Halfway aka Upper Halfway Community Hall Profile

Location: 22380 Highlands Subdivision, Upper Halfway (Lot 2 of District Lot 1323, Plan 26538)



Operator: Halfway Graham Community Club

Facility Description:

- Built in 1983
- Approximately 2,500 SF
- Property is 2.11 hectares
- Used as a gym by the local school
- Hall was re-roofed in 2003

Assessed Value: \$47,900 (Hall and Gymkhana)

- **Land** \$17,200
- **Buildings** \$30,700

Estimated Remaining Service Life: 15 – 20 years (2015 NP Facility Assessment)

Detailed Facility Condition Assessment Completed: No

Title/Lease Obtained:

- Reverter clause on property to the Crown
- May be affected by the ALR (Plan No. 21608, deposited July 2, 1974)
- Peace River Regional District has had title to property since 1983
- Land Use Agreement last signed 2001

PRRD Grants Received since 1997 to Club: \$40,395

Regional or Community Park:

- Included in Bylaw 860, 1994.

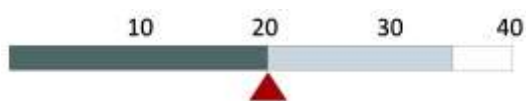
Asset:
Halfway Community Hall (Rural)

Location: Upper Halfway, unincorporated.

Ownership: owned by PRRD, operated by the Halfway Graham Community Club

Rating: 4.0 (scale of 1-10)

Remaining service life: 15-20 years



Strategic value: Valuable asset to a remote community, used as gym by local school.

Description: Small community hall.
Adjacent to schools, playground and field, as well as rodeo grounds across road.



Exterior

Year built: 1990's.

Year renovated/expanded: Unknown.

Square footage: Approx 2,500 SF

Utilization: Day use by school, infrequent evening use. Good.

Functionality: Versatile. Fair.

Occupant load: 30-50. Good.

Building type: Wood frame re-clad in corrugated metal.



Interior

Foundation: Crawl, posts on spread footing. Fair.

Envelope: Raised-seam metal. No windows. Very good.

Roof: Pointed arch. Integrated with walls.

Interior: Plywood floor and walls. Fair.

Mechanical: Propane heat. Fair.

Kitchen: Residential, in disrepair. Poor.

Washrooms: Wood outhouses. Poor.

Code compliance: Combustible, no sprinklers, fire extinguished. Fair.

Handicapped access: Ramp but not HC accessible. Poor.

Appearance: Maintained. Good.

Site amenities: Rodeo grounds across road, school site amenities.

Parking: Gravel, abundant. Good.

Site secured: No.

Capital interventions anticipated:
Interior finishes and flooring, kitchen and lighting in need of upgrade. Outhouses in poor condition.

Additional observations: Worth maintaining. Important asset to a very isolated community.

Halfway-Graham Rodeo Grounds, aka Upper Halfway Gymkhana Grounds Profile

Location: 22380 Highlands Subdivision, Upper Halfway



Operator: Halfway Graham Community Club

Facility Description:

- Used as a rodeo grounds for the Upper Halfway Community
- Developed in the 1980's
- The grounds consist of a fenced arena, bleachers, official's booth, and open space for animal holding and spectator movement.
- Some land improvement was done in 1986
 - 10 – 12 aspen/poplar trees were removed
 - Grounds cleanup (rocks and other debris)
- Property is 2.91 hectares

Assessed Value: \$47,900 (hall and Gymkhana)

- **Land** \$17,200
- **Buildings** \$30,700

Estimated Remaining Service Life: Indefinite (2015 NP Facility Assessment)

Detailed Facility Condition Assessment Completed: No

Title/Lease Obtained:

- Transferred from the Crown in 1988 to the Peace River Regional District
 - PRRD was the registered owner in fee-simple
 - In the ALR
 - Possibility of reverter to the Crown
- Land Use Agreement Bylaw No. 1366, 2001

PRRD Grants Received since 1997, to Club: \$40,395

Regional or Community Park: Not included in Bylaw 860, 1994

Asset:
Halfway Graham Rodeo Grounds

Location: Upper Halfway

Ownership: PRRD (owner); Halfway
 Graham Community Club (operates)

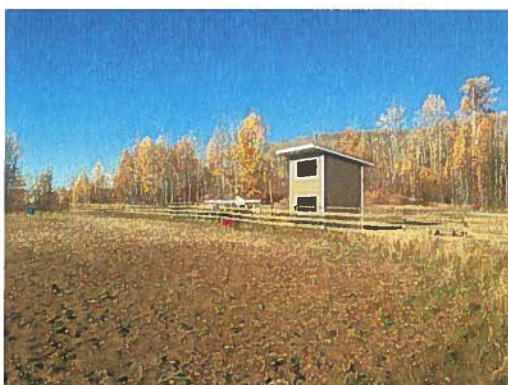
Rating: 2.5 (scale of 1-10)

Remaining service life: indefinite



Strategic value: Low. Local, infrequent use.

Description: Rodeo grounds consists of fenced arena, dilapidated bleachers and officials booth and open space for animal holding and spectator movement.



Rodeo grounds

Year built: Estimated 1980's

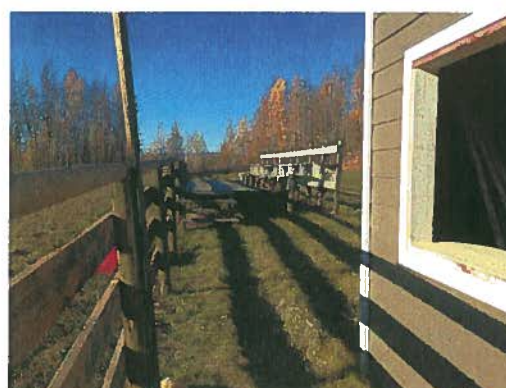
Year renovated/expanded: Unknown

Square footage: Aprox 2.0 acres

Utilization: Once a year, plus sporadic individual use.

Functionality: Low.

Occupant load: 50 spectators plus participants.



Spectator area

Building type: Wood-frame shed.
Foundation: Wood on concrete pads.
 Poor.

Envelope: Un-insulated plywood. Poor.
Roof: Plywood. Poor.
Mechanical: None
Kitchen: n/a
Washrooms: Outhouses

Code compliance: n/a
Handicapped access: No. Poor.

Appearance: In disrepair. Poor.
Site amenities: Hall across road.

Parking: Gravel and grass.
Site secured: No.

Capital interventions anticipated:
 Replace bleachers.

Additional observations:
 Function can be perpetuated as long as community needs, no upgrades necessary.

Northland Trailblazers Grounds Profile

Location: 14460 279 Rd., Charlie Lake



Operator: Northland Trailblazers Snowmobile Club

Facility Description:

- Grounds include a small clubhouse and deck, outbuildings, and dock on Charlie Lake.
- The Northland Trailblazers have subleased a 4 acre piece of Montney Centennial Park. The Regional District has a License of Occupation for this property expiring in 2028.

Assessed Value: Block D assessed at \$227,000

Estimated Remaining Service Life: No assessment completed.

Detailed Facility Condition Assessment Completed: No

Title/Lease Obtained:

- License of Occupation between the PRRD and Province in place until 2028.
- Use and Occupancy Agreement between the PRRD and Northland Trailblazers in effect until 2023.

PRRD Grants Received since 1996: \$142,977

Regional or Community Park:

- Montney Centennial Park is included in PRRD Regional Park Bylaw No 860, 1994.

North Peace Fall Fairgrounds Profile

Location: Rose Prairie (unincorporated)



Operator: North Peace Fall Fair Society

Facility Description:

- Development started around 1951
- Buildings have been added over the years.
 - Some minor outbuildings may be original dating to the 1950's – 1970's
 - Some historic buildings were moved to the site
 - Buildings are a mix of concession booths, animal barns, historic buildings and exhibit halls
 - Outdoor Amphitheatre, rodeo arena bleachers and outdoor holding pens
- Property is 50.0 acres
- The annual North Peace Fall Fair began in 1948, and is held once a year.

Assessed Value: \$601,000

- **Land** \$105,000
- **Buildings** \$496,000

Estimated Remaining Service Life: Most buildings will last at least 15 more years, site indefinitely (2015 Facility Assessment)

Detailed Facility Condition Assessment Completed: No

Title/Lease Obtained:

- Title application from 1988
- Use and Occupancy License Agreement with the North Peace Fall Fair Society, signed March 2020, valid until March 2025
- May be affected by the ALC

PRRD Grants Received since 1996: \$228,573

Regional or Community Park: Included in the Regional Parks Bylaw and designated a Regional Park by resolution.

Asset:

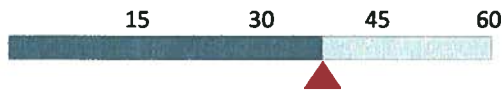
North Peace Fall Fairgrounds

Location: Rose Prairie, unincorporated

Ownership: PRRD (owns land and buildings), North Peace Fair Society (operates and maintains)

Rating: 4.5 (scale of 1-10)

Remaining service life: Most buildings will last at least 15 more years. Site indefinitely.



Strategic value: Nostalgic value to community. Asset under-utilized.

Description: The annual North Peace Fall Fair began in 1948. Some minor outbuildings may be original dating to the 1950's, 60's and 70's. Some historic buildings were moved to the site. Buildings are a mix of concession booths, animal barns, historic buildings and exhibit halls. There is an outdoor amphitheatre, rodeo arena bleachers and outdoor holding pens.



Entry gate



New barn structure

Year built: 1951

Year renovated/expanded: Buildings added incrementally each decade. Newest structure (pictured above) completed in 2014.

Square footage: Site 50.0 acres, building total area unknown.

Utilization: Once a year.

Functionality: Suited for the purpose. Good.

Occupant load: n/a

Building type: Most wood-frame structures on concrete pads and crawlspace.



Outdoor stage and seating bleachers



Typical buildings

Additional observations:

The fair is a regional institution that will continue to exist as long as the volunteer leadership and volunteer labour continues. The scale of the fairgrounds is massive, with buildings numbering in the dozens.

Foundation: Post on pads. Fair.

Envelope: Wood, uninsulated. Fair.

Roof: Wood, uninsulated. Poor.

Interior: Unfinished. Poor.

Mechanical: n/a

Kitchen: Mostly off-site preparation or BBQ on site.

Washrooms: Outhouses dispursed over site. Fair.

Code compliance: n/a

Handicapped access: None. Poor.

Appearance: Maintained. Good.

Site amenities: Spectator seating, spectator circulation space, displays, barns, rodeo arena.

Parking: On site, gravel and grass.

Site secured: Periimeter fencing.

Capital interventions anticipated:

Eventual systematic and incremental replacement of failed barns, booths and sheds. Electrical required, but no plumbing.

Osborn Community Hall Profile

Location: 17528 Siphon Creek Road, Osborn



Operator: Osborn Community Hall Society

Facility Description:

- 8.67 Acres
- Occupant load of 30-40 people
- Two manufactured buildings joined together with a wood frame structure (Double Wide Trailer)
 - Installed in the 1980's
 - Added a ramp in 2010
 - Single story with estimated gross floor area of 260 square meters

Assessed Value: \$281,700

- **Land** \$39,700
- **Buildings** \$242,000

Estimated Remaining Service Life: 10 years (2015 NP Facility Assessment and 2019 FCAPX Assessment)

Detailed Facility Condition Assessment Completed: Yes, 2019 by FCAPX

Title/Lease Obtained:

- Peace River Regional District is registered owner in Fee Simple
 - Transferred from School District #60 in 2005
- Reverter clause back to province
- In the ALR
- Use and Occupancy License Agreement with the Osborn Community Hall Society, last signed May 2018 for a 5 year term

PRRD Grants Received since 2009: \$66,974

Regional or Community Park: No

Asset:

Osborn Community Hall (Rural)

Location: Osborn unincorporated;
35 kms to Cecil Lake Hall, 60 kms to FSJ

Ownership: PRRD land title and
infrastructure

Rating: 2.5 (scale of 1-10)

Remaining service life: 10 years



Strategic value: Overall low; locally high

Description: Community hall located in a
very isolated and remote area serving
local agricultural community.



Exterior



Entrance

Year built: Installed est. 1980's

Year renovated/expanded: Ramp 2010's

Square footage: Est. 2,000 SF

Utilization: Low

Functionality: Multi-purpose, adaptable

Occupant load: 30-40

Building type: Portables (2), combustable

Foundation: Crawlspace, posts on pads.

Envelope: Wood, metal, wood windows

Roof: Metal, insulated

Interior: Lino, plywood, vinyl panel

Mechanical: Gas

Kitchen: Residential quality

Washrooms: Yes

Code compliance: Non-conforming, not
sprinklered, multiple exits

Handicapped access: Limited (ramp)

Appearance: Poor

Site amenities: Playground and sport field
unusable

Parking: Gravel, abundant

Site secured: No; covers for some
windows

Capital interventions anticipated:
Systemic envelope and structural failure
within 10 years

Additional observations:
Deferred maintenance accelerating
deterioration

Rose Prairie Recreation Lot Profile

Location: Parking Lot Only, adjacent to Rose Prairie Community Hall



Operator: Rose Prairie Community Society

Facility Description:

- The PRRD has title to Lot 5, which is used by users of the Rose Prairie Community Society as a parking lot. Rose Prairie Community Hall sits on the adjacent Lots 3&4.
- Currently used as the parking lot
- 0.1011 Hectares

Assessed Value: \$23,700

- **Land** \$23,700
- **Buildings** \$0

Estimated Remaining Service Life: Unknown

Detailed Facility Condition Assessment Completed: No

Title/Lease Obtained:

- Title for Lot 5 in 1984
 - Fee Crown Grant, Transferred from the Province
- Agreement By-law was signed for a 5 year term in 1999
- Reverter back to the Province

Regional or Community Park:

- Included in Bylaw 860, 1994.

Asset:
Rose Prairie Curling Club

Location: Rose Prairie

Ownership: Rose Prairie Curling Club

Rating: 2.5 (scale of 1-10)

Remaining service life: Less than 5 years



Strategic value: Regionally none, locally as a community place.

Description: An uninsulated Quonset-style structure 2-sheet curling rink with outbuilding storage sheds. Small lounge area at entrance end.



Exterior

Year built: Estimated 1980's

Year renovated/expanded: Unknown.

Square footage: Approx. 5,500 SF.

Utilization: Capacity 16 players plus spectators. Recent use has been one draw, two evenings a week. Rated poor.

Functionality: Long narrow building not adaptable for other uses except skating. Poor.



Ice Plant

Occupant load: 30.

Building type: Quonset-style metal on perimeter beam.

Foundation: Perimeter concrete beam. Rated poor.

Envelope: Corrugated metal, partial-insulated. Poor.

Roof: Integrated roof and walls. Poor.

Interior: Low ceiling, unfinished. Poor.

Mechanical: Aging ice plant. Poor.

Kitchen, washrooms: None.

Code compliance: Non-conforming. Poor.

Handicapped access: No. Poor.

Appearance: Fatigued and under-maintained.

Parking: Gravel shared with recycling drop. Site not secured.

Capital interventions anticipated: None.

Additional observations: Building under-utilized and at end of service life. In recent years, the facility is used more as a de facto hall than a sport building. Volunteer based has dwindled to the point of being unable to operate.

Kelly Lake Community Centre Profile

Location: 107 Kelly Lake Road, Kelly Lake



Operator: Kelly Lake Community Centre Society

Facility Description:

- Retired Kelly Lake School with minor upgrades
- Building constructed in approximately 1977
 - Single story, with crawlspace
 - Estimated of 665 sq.m
 - Split into two sides, North is the gymnasium and the South is the office, program rooms and kitchen
 - Outside has a playground, and overgrown outdoor rink.
- Property is 1.98 hectares

Assessed Value: \$725,400

- **Land** \$36,700
- **Buildings** \$688,700

Estimated Remaining Service Life: 3-5 years for repair or lifecycle replacement (2019 Assessment Report, FCAPX)

Detailed Facility Condition Assessment Completed: Yes, 2019 Facility Audit

Title/Lease Obtained:

- Property transferred to PRRD from Crown in 2010.
- Reverter back to the Province
- Use and Agreement with Kelly Lake Community Centre Society, last signed 2017

Operational funding received annually through local service area taxation.

Regional or Community Park: Not included in Bylaw 860, 1994.

Jackfish Community Hall Profile

Location: 1515 Old Jackfish Road (District Lot 4004)



Operator: Jackfish Community Association

Facility Description:

- Development began in 1987 of a 30x50 wood frame hall.
 - In 1991 a trailer pad with hydro for a caretaker was developed.
 - Improvement to the campground was completed thereafter (tree and underbrush removal, new trees planted)
- In 2004, the Jackfish Community Association was dissolved (failure to file annual reports)
- In 2005, a new Society with the same name was created
- Property is 3.976 hectares

Assessed Value: \$133,100

- **Land** \$41,800
- **Buildings** \$91,300

Estimated Remaining Service Life: Unknown

Detailed Facility Condition Assessment Completed: No

Title/Lease Obtained:

- Title in 1991, transferred from Province.
- Reverter clause on property to the Crown

PRRD Grants Received since 1996: \$134,376

Regional or Community Park:

- Listed in the By-Law No. 860, 1994.

Moberly Lake Community Hall Profile

Location: 6494 Lakeshore Drive, Moberly Lake



Operator: Moberly Lake Community Association

Facility Description:

- On the property adjacent to the Moberly Lake Fire Department
 - The property contains 5.8 acres of land
- The hall is an old Catholic Church that was moved from Hudson's Hope in 1997-1999 – after a successful bid by the Association
 - The original building is 30' x 60', with an addition of 20' x 30' for washrooms and a kitchen
 - Exterior work was completed in 2003
 - Interior work was completed in 2004

Assessed Value: \$286,100

- **Land** \$57,100
- **Buildings** \$229,000

Estimated Remaining Service Life: Unknown



Detailed Facility Condition Assessment Completed: No

Title/Lease Obtained:

- On property with another facility – the Moberly Lake Fire Department
- Title of the property from 1992, transferred from Province
- Land Use Agreement signed in 1998
- Reverter back to the Province

PRRD Grants Received since 1996: \$237,658



Regional or Community Park: In the Regional Parks Bylaw 860, 1994

PEACE RIVER REGIONAL DISTRICT

PRRD Owned Community Halls

diverse. vast. abundant.

Purpose

May 7, 2020 Resolution:

That the Regional Board be provided with a report on options for transferring ownership of society run Peace River Regional District recreational facilities to the societies that operate/lease them at a future Committee of the Whole meeting.

PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Outline

- Background on PRRD owned facilities
- Transfer Considerations
- Transfer Options
- Next steps



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Why does the PRRD Own or Lease These Facilities?

- **Most properties were obtained in the 1980's**
 - Osborn in 2005
 - Kelly Lake in 2010
- **Properties were obtained by the PRRD at the request of the operating societies**
 - Facilities had already been constructed on Crown land and they wanted assurance that the property would not be sold or transferred.
 - Opportunities arose to obtain a building (usually a school) and the community needed land.
 - A school was deemed surplus by the School District and the Ministry was willing to transfer the school and land to the Regional District
 - The Crown was not willing to provide a Free Crown Grant or license of occupation to a non-profit society but rather only to a local government



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



PRRD Owned & Leased Facilities

Owned:

1. Cache Creek Hall & Recreation Grounds (Area B)
2. Golata Creek Hall & Recreation Grounds (Area B)
3. Halfway Graham Hall (Area B)
4. North Peace Fall Fair Grounds (Area B)
5. Osborn Community Hall (Area B)
6. Rose Prairie Curling Rink Parking Lot (Area B)
7. Kelly Lake Community Hall (Area D)
8. Jackfish Community Hall (Area E)
9. Moberly Lake Community Hall (Area E)



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



PRRD Owned & Leased Facilities

Provincial License of Occupation:

1. Buick Creek Recreation Grounds (Area B)
2. Goodlow Recreation Grounds (Area B)
3. Halfway Graham Rodeo Grounds (Area B)
4. Northland Trailblazers Chalet (Area B)



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



How are facilities funded?

- A. Local service areas
- B. Grants
- C. Fundraising



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Buick Creek Recreation Grounds (Area B)

- **Ownership Status:** License of Occupation
- **Property History:** Developed in the 1980s
 - **Property Description:** Grandstands, a catch-pen, a holding pen, announcer's booth, riding arena, calf chutes and a service building.
- **Facility Assessment:** 5 years of useful life remaining
- **Other Considerations:**
 - License of Occupation document restricts use to "rodeo and community grounds purposes"
 - Included Regional Parks Regulatory Bylaw (860, 1994)
 - May be affected by the ALR.



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Cache Creek Hall & Recreation Grounds (Area B)

- **Ownership Status:** Title obtained in 1987
- **Property History:** Facility constructed in the late 1980s, with outbuildings and structures added in the 1990s and 2000s.
- **Property Description:** includes double wide portable classroom type structure, outbuildings, playgrounds, and outdoor rink.
- **Facility Assessment:** estimated 10-15 years of useful life remaining
- **Other Considerations:**
 - Title document restricts use to "community recreation purposes"
 - In Regional Parks Regulatory Bylaw (860, 1994)
 - May be affected by the ALR.
 - Possibility of Reverter to the Crown.



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Golata Creek Community Hall (Area B)

- **Ownership Status:** Title obtained in 1986
- **Property History:** Original Hall built in 1959, addition added in 1978, kitchen added in 1987, plumbing added in 2009.
- **Property Description:** Grounds include a horseshoe pit, ball diamond, and campground with outhouses.
- **Facility Assessment:** 2015 NP Facility Assessment estimated 5 years of useful life remaining.
- **Other Considerations:**
 - Title document restricts use to "community recreation purposes"
 - In Regional Parks Regulatory Bylaw (860, 1994)
 - May be affected by the ALR.
 - Possibility of Reverter to the Crown.



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Goodlow Recreation Area (Moose Creek) (Area B)

- **Ownership Status:** License of Occupation since 1983

- **Property History:** Development of the gymkhana grounds started in 1986. In 2011, property operators began development as a campground.

- **Property Description:** In 2015, property included two small buildings, playground equipment, picnic tables, and fire pits.

- **Facility Assessment:** indefinitely with upkeep.

- **Other Considerations:**

- License restricts use to "community recreation purposes"
- In Regional Parks Regulatory Bylaw (860, 1994) (under Moose Creek)



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Halfway Community Hall (Area B)

- **Ownership Status:** Title obtained in 1983

- **Property History:** Original Hall built in 1983. Hall was re-roofed in 2003.

- **Property Description:** 2,500sf hall also used by the local school for a gym.

- **Facility Assessment:** estimated 15-20 years of useful life remaining.

- **Other Considerations:**

- Title document restricts use to "recreational purposes"
- In Regional Parks Regulatory Bylaw (860, 1994) (as Upper Halfway)
- May be affected by the ALR.
- Possibility of Reverter to the Crown.



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Halfway Gymkhana Grounds (Area B)

- **Ownership Status:** License of Occupation since 1988

- **Property History:** Development of the gymkhana grounds started in 1980s, land improvements were completed in 1986.

- **Property Description:** Property includes fenced arena, bleachers, announcer's booth, and open space.

- **Facility Assessment:** indefinitely with upkeep.

- **Other Considerations:**

- License restricts use to "local/regional park purposes"
- May be affected by the ALR.



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Northland Trailblazers (NLTB) Property (Area B)

- **Ownership Status:** License of Occupation signed in 1988 for the Montney Park property.

- **Property History:** sublease a portion of the park since 1992

- **Property Description:** Grounds include a small clubhouse and deck, outbuildings, and a dock.

- **Facility Assessment:** No facility assessment completed.

- **Other Considerations:**

- Title document restricts use to "community park purposes"
- Montney Centennial Park is included in Regional Parks Regulatory Bylaw (860, 1994)
- May be affected by the ALR.



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



North Peace Fall Fairgrounds (Area B)

- **Ownership Status:** Property purchased in 1979; In 1984, an additional 40 acres were added.
- **Property History:** Established as a fall fair in the 1940s, buildings have been added over time since the 1950s.
- **Property Description:** Local historic buildings have been moved to this property, mix of concession booths, animal barns/pens, exhibit barns, outdoor Amphitheatre, and bleachers.
- **Facility Assessment:** varied based on building (most 15 years)
- **Other Considerations:**
 - Legal review confirmed that property is designated regional park by the Board
 - May be affected by the ALR.



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Osborn Community Hall (Area B)

- **Ownership Status:** Title transferred in 2005 from School District #60.
- **Property History:** School was built in the 1980s, ramp added in 2010.
- **Property Description:** Two manufactured buildings joined together with a wood framed structure.
- **Facility Assessment:** Detailed Facility Condition Assessment completed in 2019.
- **Other Considerations:**
 - Title document restricts use for "school site and/or public community"
 - May be affected by the ALR.
 - Possibility of Reverter to the Crown.



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Rose Prairie Community Hall Parking Lot (Area B)

- **Ownership Status:** Title for the parking lot obtained in 1984
- **Property History:** Obtained as a parking lot for the Rose Prairie Community Centre
- **Property Description:** Parking lot.
- **Facility Assessment:** No
- **Other Considerations:**
 - Title document restricts use for "community hall and/or curling rink purposes"
 - Possibility of Reverter to the Crown.
 - Included in Bylaw 860, 1994 (Rose Prairie Curling Rink Grounds)



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Kelly Lake Community Centre (Area D)

- **Ownership Status:** Title transferred in 2010 from School District #59.
- **Property History:** School was constructed in "1977.
- **Property Description:** Facility is "665 sqm; comprised of a gym, offices, program rooms & kitchen. Grounds consist of a playground & skating rink.
- **Facility Assessment:** Detailed facility condition assessment completed in 2019; suggested that major capital investment would be needed in 3-5 years.
- **Other Considerations:**
 - Title document restricts use for "community recreation purposes"
 - Possibility of Reverter to the Crown.



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Jackfish Community Centre (Area E)

- **Ownership Status:** Title obtained in 1991
- **Property History:** Development of hall began in 1987, added a caretaker campsite for security in 1991, and minor outdoor improvements since.
- **Property Description:** Facility is approximately 30x50 feet.
- **Facility Assessment:** None
- **Other Considerations:**
 - Title document restricts use for "community recreation purposes"
 - Possibility of Reverter to the Crown.
 - Listed in Bylaw 860, 1994 as a Regional Park.



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Moberly Lake Community Hall (Area E)

- **Ownership Status:** Title obtained in 1992
- **Property History:** Hall moved to its current location in 1991.
- **Property Description:** The original building is 30x60 with a 30x20 addition for washrooms and a kitchen. Exterior work completed in 2003/04.
- **Facility Assessment:** None
- **Other Considerations:**
 - Shares property with the Moberly Lake Fire Hall.
 - Title document restricts use for "community recreation purposes"
 - Possibility of Reverter to the Crown.
 - Listed in Bylaw 860, 1994 as a Regional Park.



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Transfer Considerations

1. Regional Parks Designation
2. Specified Use
3. "Reverter" Clauses
4. Agricultural Land Reserve Restrictions



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Transfer Considerations

5. Co-Located Facilities
 1. Notice of Assistance/Disposition
 2. Liability
 3. Insurance



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Transfer Considerations

- 9. Taxation
- 1. Future Use and Ongoing Interest
- 2. Borrowing
- 3. Local Service Areas



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Transfer Considerations

- 13. Asset Management
- 1. External Grants
- 2. Volunteerism



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Transfer Options

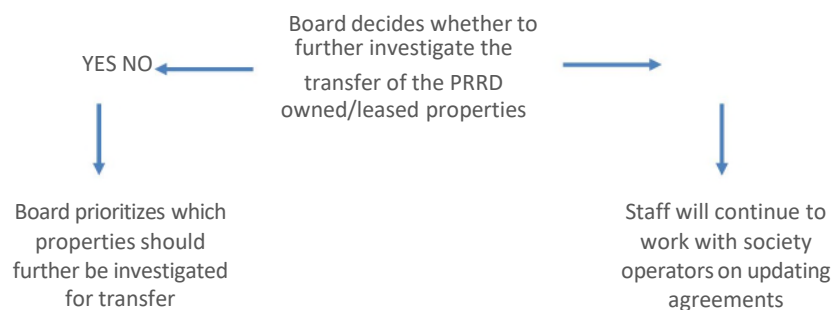
- A. Continue to operate as status quo.
- B. Sell properties for a less than market value.
- A. Sell properties for appraised value.
- A. Enter into long-term lease (for properties owned by the PRRD)
- A. Transfer licenses of occupation to societies that operate the facilities



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Board Next Steps



PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Next Steps if the Board Wishes to Investigate Transferring Properties

Legal & Internal Review

1. Legal review of:

- property titles and licenses of occupation (as applicable to the property) and any charges and liens
- transfer documents
- contracts and agreements
- bylaws and Board resolutions to determine if properties have legal park status
- whether an environmental investigation is required

PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Next Steps if the Board Wishes to Investigate Transferring Properties

Legal & Internal Review

2. Internal Review:

- Consideration of ongoing operating, maintenance, repair, and replacement costs with respect to the property and potential need for PRRD role/contribution.
- Ongoing interest and future use based on identified projects and existing plans
- Consultation with society operators
- Possible condition assessment

PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



Board Next Steps

- Reports will be brought back to the Board that:
 - describes the results of the legal and internal reviews
 - outlines any further legal requirements and actions needed by the Board
- The Regional Board can then decide whether to move forward with disposition of identified properties or not

PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



PEACE RIVER REGIONAL DISTRICT

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www.prrd.bc.ca



Peace River Regional District Official Page | Facebook

PEACE RIVER REGIONAL DISTRICT | PRRD Owned Community Halls



REPORT

To: Rural Budgets Administration Committee

Report Number: ADM-RBAC-005

From: Kori Elden, Executive Assistant/HR Generalist

Date: August 11, 2020

Subject: Notice of Closed RBAC Session – August 20, 2020

RECOMMENDATION:

That the Rural Budgets Administration Committee recess to a Closed Meeting for the purpose of discussing the following items:

Agenda Item 3.1 and 3.2 – Closed Meeting Minutes (CC Section 97(1)(b))

Agenda Item 5.1 – Negotiations (CC Section 90 (1)(k))

BACKGROUND/RATIONALE:

As per the Closed Meeting Process and Proactive Disclosure Policy.

ALTERNATIVE OPTIONS:

1. The Board may recess to a Closed Meeting to discuss whether or not the items proposed properly belong in a Closed Session. *Community Charter* Section 90(1)(n).

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

Not applicable.

COMMUNICATIONS CONSIDERATION(S):

Not applicable.

OTHER CONSIDERATION(S):

Not applicable.



REPORT

To: Rural Budgets Administration Committee

Report Number: ADM-RBAC-004

From: Crystal Brown, Electoral Area Manger

Date: August 11, 2020

Subject: UBCM 2020 Convention Attendance

RECOMMENDATION

That the Rural Budgets Administration Committee identify which Electoral Area Directors are going to attend the 2020 UBCM Virtual Convention.

BACKGROUND/RATIONALE:

The 2020 UBCM Convention will be held virtually this year, on September 22-24. The registration deadline is September 11, 2020 at 4:00 pm.

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

UBCM Convention registration is \$368.00 per person. There is a 50% refund available if cancelled between August 8-21, no refund available after August 21, 2020.

As per Section 4(g) of the Peace River Regional District Remuneration Bylaw, Electoral Area Directors are authorized to attend UBCM each calendar year with all costs to be paid from Legislative - Electoral Area.

COMMUNICATIONS CONSIDERATION(S):

None at this time

OTHER CONSIDERATION(S):

Ministry Meetings will be held the week prior to UBCM. Confirmation of dates and times have not yet been received by the PRRD.

Attachments:

1. Attach - 2020 UBCM Meeting Program

Program

Convention Program

The brief program listed below is intended to provide an overview and quick reference.

Please note this program is subject to change and was updated on July 3, 2020.

Monday, September 21

1:30 PM – 2:30 PM Municipal Finance Authority Semi-Annual Meeting

3:30 PM – 4:30 PM Municipal Insurance Association AGM

Tuesday, September 22

8:30 AM – 4:00 PM Virtual UBCM Exhibitor Showcase

8:30 AM – 4:00 PM Virtual Delegates Lounge Live

9:00 AM – 4:00 PM Pre-Recorded Candidate Speeches Available

9:00 AM – 9:30 AM **CONVENTION OPENING SESSION**

Welcome from local First Nations

Welcome from Host Municipality (City of Victoria)

UBCM President's Address

9:30 AM – 9:50 AM **ANNUAL MEETING**

Adoption of Conference Rules and Procedures

Adoption of Minutes of 2019 Convention

Annual Report

Question-and-Answer Period

Adoption of Financial Statements

Appointment of Auditors

9:50 AM – 10:00 AM Report of the Nominating Committee

10:00 AM – 10:30 AM Delegate Coffee Break

10:30 AM Election for Executive Positions Open

10:30 AM – 11:00 AM Address by the Minister of Municipal Affairs and Housing

11:00 AM – 11:10 AM Address by the FCM President

11:10 AM – 12:00 PM Programming TBD

12:00 PM – 1:00 PM Delegate Lunch Break

1:00 PM – 2:30 PM	Plenary Session
2:30 PM – 2:45 PM	Delegate Coffee Break
2:45 PM – 4:00 PM	Concurrent Provincial Policy Sessions
4:30 PM – 5:30 PM	AVICC AGM

Wednesday, September 23

8:30 AM – 4:00 PM	Virtual UBCM Exhibitor Showcase
8:30 AM – 4:00 PM	Virtual Delegates Lounge Live
9:00 AM – 12:00 PM	Pre-Recorded Candidate Speeches Available
9:00 AM – 12:00 PM	Resolutions
12:00 PM	Election for Executive Positions Close
12:00 PM – 1:00 PM	Delegate Lunch Break
1:00 PM – 1:20 PM	Address by Leader of the Opposition
1:20 PM – 2:00 PM	Community Excellence Awards
2:00 PM – 2:30 PM	Delegate Coffee Break
2:30 PM – 3:45 PM	Concurrent Workshops

Thursday, September 24

8:30 AM – 2:00 PM	Virtual UBCM Exhibitor Showcase
8:30 AM – 2:00 PM	Virtual Delegates Lounge Live
9:00 AM – 9:30 AM	Federal Address
9:30 AM – 10:30 AM	Keynote Address
10:30 AM – 10:45 AM	Delegate Coffee Break
10:45 AM – 11:00 AM	Address by Leader of the Green Party
11:00 AM – 12:15 PM	Concurrent Workshops
12:15 PM – 1:00 PM	Delegate Lunch Break
1:00 PM – 1:15 PM	Installation of President Elect
1:15 PM – 2:00 PM	Address by the Premier
2:00 PM	Adjourn

Tuesday, September 29

10:30 AM – 11:30 AM	SILGA Annual General Meeting
2:30 PM – 3:30 PM	LMLGA Annual General Meeting

Wednesday, September 30

9:30 AM – 10:30 AM	AKBLG Annual General Meeting
2:30 PM – 3:30 PM	2020 NCLGA Resolutions Roundtable Session



REPORT

To: Rural Budgets Administration Committee

Report Number: FN-RBAC-017

From: Teri Vetter, Chief Financial Officer

Date: August 6, 2020

Subject: Whiskey Jack Nordic Ski Club - Day Lodge Project Update

RECOMMENDATION:

That the Rural Budgets Administration Committee receive the report titled "Whiskey Jack Nordic Ski Club - Day Lodge Project Update – FN-RBAC-017," which provides a progress update on the Beatton Park Day Lodge project, for discussion.

BACKGROUND/RATIONALE:

On June 18, 2020, the Rural Budgets Administration Committee passed the following resolution:

MOVED, SECONDED, and CARRIED

That the Rural Budgets Administration Committee send a letter to Whiskey Jack Nordic Ski Club to ask for information regarding the Beatton Park Day Lodge project.

Whiskey Jack Nordic Ski Club (WJNSC) has provided a progress update inclusive of a timeline for completion of the project. As noted in the update, construction has been delayed due to a late confirmation of funding from the Investing in Canada Infrastructure Program (ICIP). Construction is anticipated to begin in the spring of 2021.

The total cost to build the day lodge is budgeted at \$572,235. WJNSC has successfully secured 90% (\$522,235.00) of the funding required. They are still waiting to hear from the BC Gaming Capital Projects program on whether or not they are successful in securing a grant request of \$50,000. Most of the design and engineering components have been completed with only the support piles element to be completed.

RBAC has provided \$40,000 towards this project, \$20,000 each from Electoral Area B and Electoral Area C Fair Share. WJNSC received \$13,000 from the PRRD Regional Trails Grants-in-Aid program to assist with this project and the construction of an all accessible outhouse. \$2,380.79 of those monies was utilized to pay some of the engineering costs for the day lodge.

For more information, please see the attached timeline, budget and updated design.

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

RBAC also authorized a loan in the amount of \$181,000 from the Rural Loan Fund. The term of the loan is 10 years and is contingent on the approval of WJNSC grant request to ICIP. WJNSC's intention was not to draw on the loan but to use it as leverage for the ICIP grant application. As shown in the attached budget information, the loan of \$181,000 is not included as part of the total revenue received for the project.

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

None at this time.

Attachments:

1. Attach - WJNSC Day Lodge Progress Update, July 31, 2020.

From: Eliza Stanford <eliza.s@telus.net>
Sent: Tuesday, August 4, 2020 8:10 AM
To: Jill Rickert
Cc: PRRD_Internal
Subject: Re: Request for Information - Whiskey Jack Nordic Ski Day Lodge Project
Attachments: Timeline Day Lodge WJNSC July 2020.pdf; WJNSC Day Lodge Budget June 2020 .xlsx; COMPRESSED_WJNSC Day Lodge Design May 2020 copy.pdf
Categories: RBAC Reports

CAUTION: This email originated from outside of the organization.

Hi Jill,

I am attaching current information about the day lodge project in Beaton Provincial Park.

We had originally intended to construct this summer but the delay in announcing the main source of funding (Investing in Canada Infrastructure Program - ICIP) caused us to delay by one year, for a projected construction for Spring/summer/fall of 2021. To date we have 90% of the funding in place, with one more grant application submitted to the BC Gaming Capital Projects program. We did proceed on a significant portion of the design and engineering components this winter, and adjusted the design slightly. The main outstanding component still to be addressed is that of the support piles.

We have also requested to BC Parks that we shift the location slightly to the south, requiring some tree removal, but at the time of writing they have not responded to our request.

Attached to this email: timeline, budget and updated design.

Regards,

Eliza Stanford

Whiskey Jack Nordic Ski Club

On Jul 30, 2020, at 1:14 PM, Jill Rickert <Jill.Rickert@prrd.bc.ca> wrote:

Hello Eliza;

Hope you are keeping well. The Rural Budgets Administration Committee has requested an update on the progress of the day lodge project as per the attached letter.

If you have any questions, please give me a call.

Thank you,

Jill Rickert | Grant Coordinator

Direct: 250-784-3209 | jill.rickert@prrd.bc.ca

[PEACE RIVER REGIONAL DISTRICT | Box 810, 1981 Alaska Highway Avenue, Dawson Creek, BC V1G 4H8](#)
[Toll Free: \(24 hrs\): 1-800-670-7773 | Office: 250-784-3200 | Fax: 250-784-3201 | \[www.prrd.bc.ca\]\(http://www.prrd.bc.ca\)](#)

IMPORTANT: The information transmitted herein is confidential and may contain privileged or personal information. It is intended solely for the person or entity to which it is addressed. Any review, re-transmission, dissemination, taking of any action in reliance upon, or other use of this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please notify the sender and delete or destroy all digital and printed copies.

Day Lodge Project Timeline

DATE	Deadline	Task	Activity	Completion	Notes
2013		Visioning activity with WJNSC membership		Completed	Day Lodge comes up as a ski club asset to be realized in the future
2016		Visioning activity with WJNSC membership		Completed	Day Lodge comes up as a ski club asset to be realized in the future
2016	November	Applied for funding to conduct clearing of day lodge site; construction of shop		Completed	Grants were received by Peace River Regional District and NDIT
2016	December	Applied to BC Parks for permit amendment; application included preliminary clearing of day lodge site		Completed and received	Construction of shop was primary purpose of application; WJNSC took advantage of equipment on site to clear site for Day Lodge
2017	August	Archeological assessment conducted as required by BC Parks		Completed	There were no concerns at the site; report was received by BC Parks
2017	September	Construction of storage building	Clearing of trees, hoe work, construction	Completed	Site was mulched; no ground disturbance for day lodge site
2017	November	Applied for funding for initial drawings (PRRD)		Completed	Funding received
2018	February	Applied for funding for initial drawings (NDIT)		Completed	Funding received
2018	February-April	Architect to do initial drawings		Completed	
2018	May	Secure a minimum of 2 quotes for construction of Day Lodge		Received	
2018	October	Permit received for stadium clearing	Clearing of trees of day lodge site grading of stadium site	Completed	Archeological supervision required during grading
2018	Various	Fundraising for day lodge project; to continue throughout 2018, 2019 and 2020		Ongoing	Varying grant deadlines throughout 2018 and 2019
2019	June	Outhouse base prep and construction	Excavation of pit, install tank and concrete base	Completed	
2019	August	Delivery of outhouse kit	Kit to be installed on site by outhouse company	Completed	Outhouse to eventually be connected via accessible path from parking lot and day lodge
2019	September	Geotechnical work and site survey	Drilling, survey work	Completed	Will provide architect and engineer with information to design appropriate footings, and design for accessible path
2020	January-March	Architect and Engineer work on final drawings		Not yet complete	Further data analysis needed from geo tech for engineer

DATE	Deadline	Task	Activity	Completion	Notes
2021	February	Tender bids to secure construction company to build Day Lodge; apply for building permit from PRRD	Drawings available to all local construction companies for bidding		
2021	March	Award of successful bidder			
2021	April	Construction company to communicate with Architect and Engineer			
2021	May/June	When snow has melted and ground has thawed, footings can be installed	Installation of support piles as specified by engineer		Engineer to make site visit to inspect footings
2021	Summer	Framing of day lodge; roof installation; sheathing; electrical; insulation; window and door install; interior siding; flooring; exterior siding; deck construction; wood stove and chimney installation	Typical work schedule for a structure such as this is over a 6 month period.		Engineer to make site visit to inspect rafters; architect to make monthly site visits; WJNSC to record construction with photos
2021	October	Building complete to lock-up			
2021	December	Building complete; ready for use; WJNSC to order sponsor sign; arrange for shipping of tables and benches			Building inspection to be completed before occupancy, use by WJNSC
2022	January	WJNSC to host opening event			All sponsors invited; sponsor sign to be complete

WHISKEY JACK NORDIC SKI CLUB Day Lodge - Revenue				
Funder	Amount	Approved	Notes	
Peace River Regional District: Fair Share	40,000	\$40,000.00		Approved
Northern Development Initiative Trust	50,000	\$50,000.00	Submitted Fall 2018	Approved
Whiskey Jack Nordic Ski Club (various fundraising efforts throughout 2018-2020)	9,096.0	\$9,096.00	Funds raised from club members	Approved
Community, Culture and Recreation Program	357,139	357,139	Submitted January 2019	Approved
Corporate, Pembina	5,000	\$5,000.00	Submitted Winter 2019	Approved
Corporate, Coop Community Spaces	61,000	\$61,000.00		Approved
Capital Gaming grant	50,000		Submitted July 2020	
Other				
Total	572,235.0	\$522,235.00		
* 90% of project budget is confirmed.				
*20% contingency was factored in which should cover unforeseen project expense increases				
*Final design, engineering will be completed by mid January and bids will be received starting in early				

WHISKEY JACK NORDIC SKI CLUB Day Lodge - Expenses

Item	Amount	Unit Cost	Cost	GST	PST	Notes
Design and planning fees for accessible path			4,000	200		Urban Systems
Day Lodge:						
Architect's fees Phase 2			10,056.00	502.80		Laura Killam Architecture
Architect Travel to Site	6	500	3,000.00			Average airfare YVR to YXJ
Printing fees (plans)			500.00	25		
Engineer's fees: working drawings			4,517.37	225.87		Aspect Engineers
Construction Administration (est.)			4,000.00	200		Aspect
Engineer site visit (flight)	1	500	500			Air Canada (avg. airfare)
Engineer travel		1,300.00	1,300.00	65		Aspect
Permit fee (PRRD)			2,099.17			Peace River Regional District
Construction quote			379,407.00	18,970.35		Haab Homes
Signage: Lodge Sign on exterior	1	2,238.00	2,238.00	112	157	Innovative Signage
Misc. signs for inside lodge	10	25	250	12.5		Est. only
Sponsor sign - inside lodge	1	1,000	1,000	50		Est. only
Electrical connection from shop to day lodge	40 meters		8,000	400		Est. only (Epscan/Peace North Excavating)
Tables	6	2,500	15,000	750	1,050.00	Multiple quotes
Benches	12	1,000	12,000	600	840	Multiple quotes
Archeologist supervision and report (electrical trench)			1,368.00	68.4		Sites n Sounds
Archeologist travel	10h	92	920	46		Prince George to FSJ return
Archeologist supervision and report (foundation piles)	16h	92	1,840	92		Sites n Sounds
First Nations consultation			500			Treaty 8
SUB TOTAL			452,495.54	22,319.92	2,047.00	
GST/PST total - add			24,366.92			
Subtotal			476,862.46			
Contingency 20%			95,372.49			
TOTAL			572,234.95			

LOCATION PLAN 1:15,000



ARCHITECTURAL SHEETS

- A000 SERIES - GENERAL
- A0.00 COVER SHEET
 - A0.01 ASSEMBLIES & LEGENDS
 - A0.02 SCHEDULES
 - A0.03 CODE SUMMARY
 - A0.11 SITE PLAN
- A100 SERIES - FLOOR PLANS
- A1.01 FOUNDATION PLAN & FLOOR FRAMING
 - A1.02 FLOOR PLAN
 - A1.03 ROOF PLAN
 - A1.05 LIGHTING & POWER PLAN
- A200 SERIES - REFLECTED CEILING PLAN
- A2.01 REFLECTED CEILING PLAN
- A300 SERIES - ELEVATIONS
- A3.01 ELEVATIONS
 - A3.02 ELEVATIONS
- A400 SERIES - SECTIONS
- A4.01 BUILDING CROSS SECTIONS
 - A4.02 BUILDING LONG SECTIONS
- A500 SERIES - INTERIOR ELEVATIONS
- A5.01 INTERIOR ELEVATIONS
 - A5.02 INTERIOR 3D VIEWS
- A600 SERIES - DETAILS
- A6.01 DETAILS: STAIR, RAMP AND RAILING
 - A6.02 SECTION DETAILS
 - A6.03 SECTION DETAILS

STRUCTURAL SHEETS

- S1.00 SERIES
- S1.0 MAIN FLOOR FRAMING
 - S1.1 ROOF FRAMING
 - S1.2 BUILDING SECTION
- NOTE: STRUCTURAL SHEETS INDICATE DESIGN DEVELOPMENT AND ARE NOT SET COORDINATED WITH THIS DRAWING SET

PROJECT CONTACT

CLIENT
Whiskey Jack Ski Club
Elisa Stanford, President
E: elisa@whiskeyjack.net
T: 250-765-0973

ARCHITECT
Laura Kilian Architects + Design
2113 Bessie Drive
Vancouver BC V6N 4P3
E: laura@laurakilianarchitects.com
T: 604-729-8863

STRUCTURAL ENGINEER
Andrew Chisholm, P.Eng, P.Stg.
Aspect Structural Engineers
101-100 West 3rd Avenue
Vancouver, BC
E: andrew@aspectengineers.com
T: (604) 760-7944

PROJECT DATA

Address
Beatty Park, BC
BC Provincial Park

Legal Description
N/A

Applicable Building Code
British Columbia Building Code (BCBC) 2018

Building Breakage Design
Energy Mitigation Code (no seasonal use)?
Compliance Path: n/a seasonal use?

Proposed Use
Seasonally semi-rudic ski club day lodge
Group A Assembly building

Project Description
New construction

Conservation Type
Combustible construction, not sprinklered

Stairs
No land setting

Building Height
1 story

Seismic
N/A

Area
Total footprint: 2415 sq ft, including ramp, decks and stairs
Building gross area: 1488 sq ft

Parking and Loading
Heavy parking lot



NOT FOR CONSTRUCTION

Laura Kilian Architectural - DESIGN
Laura Kilian Architectural - DESIGN
2113 Bessie Drive
Vancouver, BC V6N 4P3
TEL: 604 729 8863

WHISKEY JACK
NORDIC SKI CLUB
DAY LODGE
BEATTY PARK, BC

PROJECT CODE: 1708
SCALE: A0.0
STATUS: Tender Coordination
DATE: May 26, 2020

COVER SHEET
SHEET
A0.00

This code summary is based upon the 2012 British Columbia Building Code

This code summary is based upon the 2012 British Columbia Building Code

PART 3 - FIRE PROTECTION, OCCUPANT SAFETY AND ACCESSIBILITY

MAJOR OCCUPANCY CLASSIFICATION
Major Occupancy Group & (Assembly), Division 2 per 3.1.2.1

MAJOR OCCUPANCY CLASSIFICATION

3.2.2.28 Group A, Division 2, One Storey
3.2.2.28(i) permitted to be of combustible construction provided it is not more than one storey in building height and has a building area of not more than 400 sq m facing one street per/3.2.2.28(i)(b)(i).

OCCUPANT LOAD

Assembly space with non-fixed seats and tables $140 \text{ sq meters} \times 0.95 = 147 \text{ occupant load}$

2.2 SAFETY WITHIN FLOOR AREAS

EXITS

3.4.2.1(2) Minimum number of exits
Every floor area intended for occupancy shall be served by at least two exits, except a floor area not more than 2 stories in building height is permitted to be served by one exit provided that the total occupant load of the floor area is not more than 60 and 3.4.2.1(2)(a) in a floor area that is not sprinklered throughout, the floor area and the travel distance are not more than the values in Table 3.4.2.1 A Div B Criteria for one exit: maximum floor area for Group A = 150 square meters. Maximum travel distance to an exit is 15 meters or 50 ft. Daydodge area is 140 square meters (1500 square feet). 3.4.2.1 (3) the single exit must be an exterior doorway not less than 1.5m above adjacent ground level. Travel distance exceeds 15 meters to two exits are required.

3.4.2.3 Distance between exits
The least distance between two exits from a floor area shall be one half the maximum diagonal dimension of the floor area.

3.4.2.4 Travel distance to exits
travel distance means the distance from any point in the floor area to an exit measured along the path of travel to the exit.

Table 3.4.3.2.A Exit Width
Minimum width of exit ramps, stairs and doorways from Group A
ramps: 1100mm, stairs 900mm, doorways 800mm. 3.4.3.2(1) to calculate minimum aggregate required
width of exits multiply occupant load x 6.1mm for doors, x 8mm for stairs/ x 9.2mm for ramps/ stairs. 900mm
doors suffice.

3.4.5.1 Exit Signs
Exit signs are not required per 3.4.5.1. Every door shall have an exit sign if the exit serves a building more than two stories in height, a building having an occupant load of more than 150, or a floor area that has a fire escape as part of the required means of egress.

3.4.6.16(1) Door Release Hardware
Locking, latching, and other fastening devices on a principal entrance door to a building as well as on every exit door shall permit the door to be readily opened from the inside with not more than one releasing

operation. Panic hardware is preferred.

3.4.6.5 Handrails

3.4.6.5(1) a stairway shall have a handrail on at least one side, but if it is more than 1100mm or more wide

3.4.6.6 Guards The height of guards for exit stairs shall be not less than 920mm measured vertically to the top of the guard from a line drawn through the guard rails on the stair's nosing and 800mm measured horizontally.

the guard from a line drawn through the outside edges of the stair nosings and 1070mm around landings. (Ramps and landings 1070mm). 3.4.6.6(5) no opening that permits the passage of a sphere with diameter of 100mm. 3.4.6.6(7) guards shall be designed so that no member, attachment or opening, located between 140mm and 900mm above the level being protected by the guard facilitates climbing.

3.3.1.18 Guards of not less than 1070mm high shall be provided (c) at each raised floor...where the difference in level is more than 600mm.

3.4.6.7 Ramp Slope
The maximum slope for an exterior ramp is 1:10

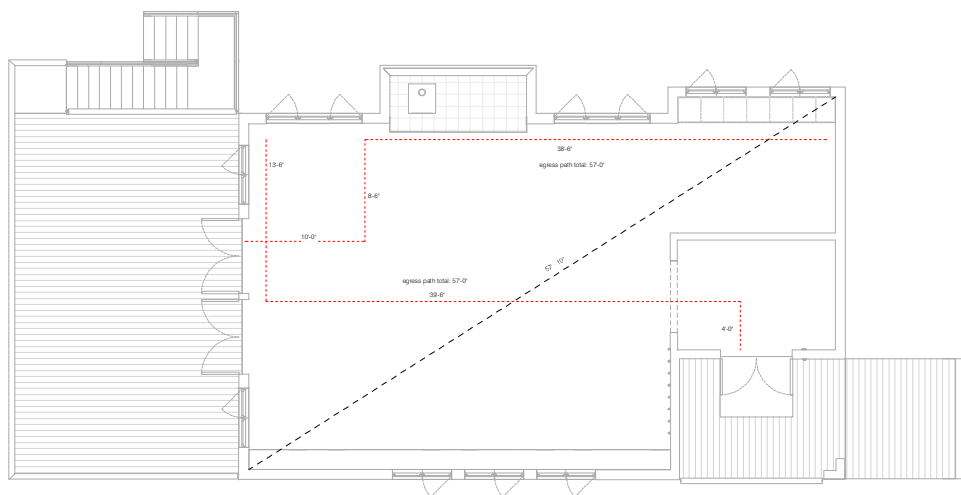
3.4.6.8 Treads and Risers
Steps for stairs shall have a run of not less than 280mm between successive steps, , have a rise between 125mm and 180mm.

3.8 BUILDING REQUIREMENTS FOR PERSONS WITH DISABILITIES

3.8.3.3.3) Ramps
3.8.3.3.3.1) Ramps have an uninterrupted width of 1500mm (g) have, where the vertical drop at the side of the ramp is more than 75mm, either (g) a curb not less than 75mm high or (g) walls, railings or other barriers the extend to within 75mm of the finished ramp surface. (c) be provided with an unobstructed, level area not less than 1.5m long the width of the ramp at intervals conforming to table 3.8.3.3 and have gradient (a) at maximum lengths conforming to table 3.8.3.3. 3.8.3.3 (2) (b) handrails conforming to 3.4.6.5 on both sides of the ramps. 3.8.3.3.4) Ramps with a gradient more than 1:12 shall have an uninterrupted width of 690mm-940mm between handrails. Table 3.8.3.3 Ramps over 1:12 to 1:10 maximum length firm, handrails both sides, Ramps 1:16-1:12 no maximum length, maximum length intervals 9m, handrails both sides.

3.8.3.5 Main Entrances
A building should have at least one main entrance conforming to 3.3.1.13(10)-(12) (clearances)
3.8.3.5(4) power operation that functions for passage in both directions shall be provided for all doors in an accessible path of travel at the exterior accessible entrances to (d)(i) an assembly occupancy that is more than 500 sq m in area.

10.2.2.1(f) Buildings shall be designed and constructed to conform to ANSI/ASHRAE/IESNA 90.1 "Energy Standard for Buildings except Low-Rise Residential Buildings"



01 EGRESS PATHS

FIRE SEPARATION LEGEND

— • — • — •	1 HR FIRE RESISTANCE RATING
— • • — • •	2 HR FIRE RESISTANCE RATING
— • • • — • •	3 HR RESISTANCE RATING
• • • • • • • •	SMOKE SEPARATION

PART 10.2 ENERGY EFFICIENCY COMPLIANCE - not applicable to seasonal buildings

10.2.2.1(t) Buildings shall be designed and constructed to conform to ANSI/ASHRAE/IESNA 90.1 "Energy Standard for Buildings except Low-Rise Residential Buildings"

Copyright reserved. This design and drawing is the exclusive property of Laura Kline and cannot be used for any purpose without the written consent of the Architect. This drawing is not to be used for construction without the written consent of the Architect. Prior to commencement, the Work the Contractor shall verify all dimensions, details and levels, identify any errors and omissions, ascertain any discrepancies between this drawing and the Full Contract Documents, and, bring these items to the attention of the Architect.

ISSUES + REVISIONS		
NO	DATE	DESCRIPTION
1	200304	Issue for Design Development

**NOT FOR
CONSTRUCTION**

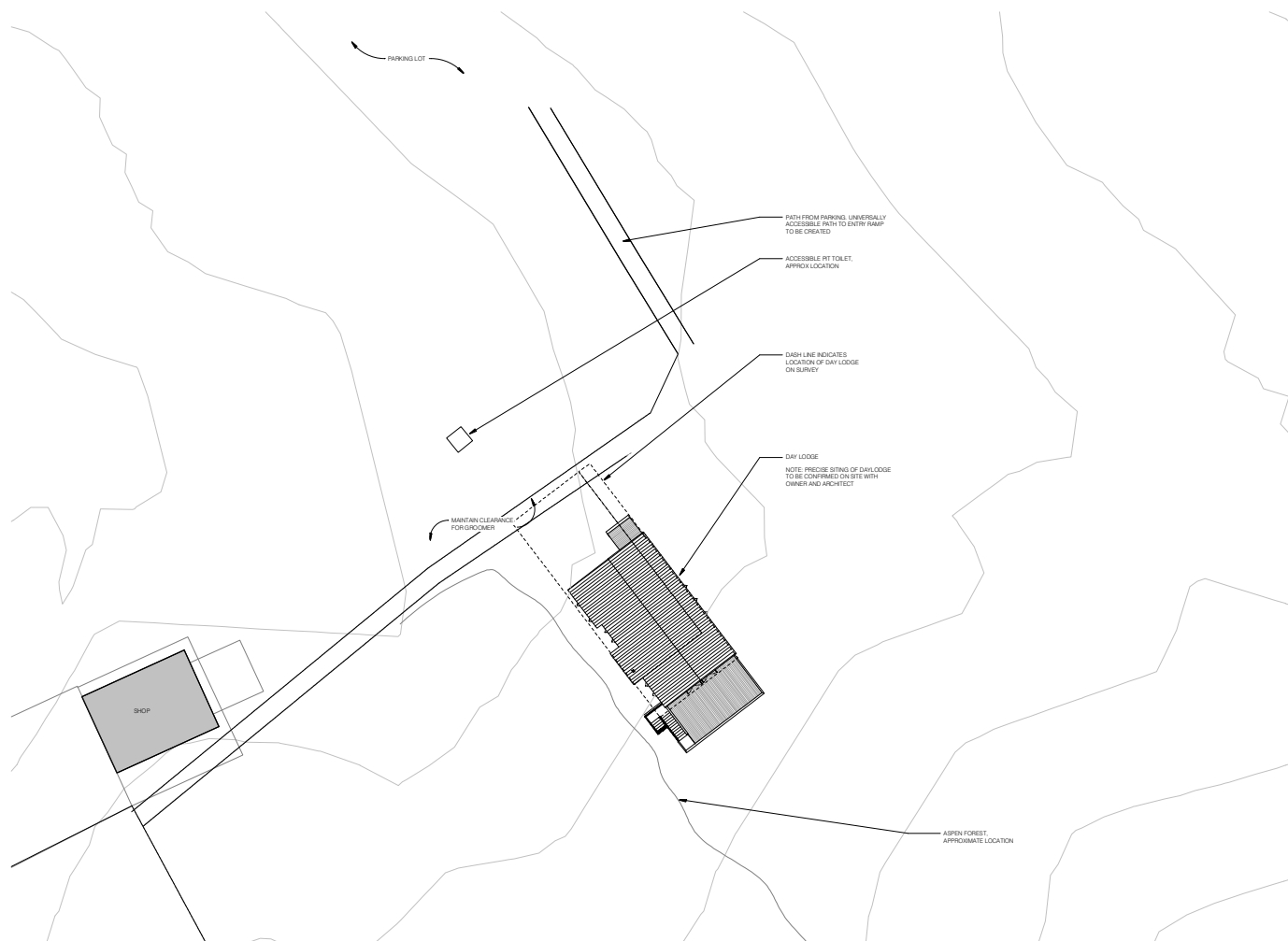
LAURA KILLAM ARCHITECTURE • DESIGN
LAURA KILLAM, ARCHITECT ABC
2110 SEASIDE DRIVE
VANCOUVER BC V6N 6R3
TEL: 604 729 8888

**WHISKEY JACK
NORDIC SKI CLUB
DAY LODGE**
BEATON PARK, BC

PROJECT CODE	STATUS
1706	Tender Coordination
SCALE	DATE
As indicated	May 20, 2020

CODE SUMMARY

A0.03



**NOT FOR
CONSTRUCTION**

**WHISKEY JACK
NORDIC SKI CLUB
DAY LODGE**
BEATTON PARK, BC

SITE PLAN
SHEET
A0.11



**WHISKEY JACK
NORDIC SKI CLUB
DAY LODGE**
BEATTON PARK, BC

FOUNDATION PLAN & FLOOR FRAMING

MATERIAL LEGEND

- 5.1 metal entry grate
- 6.1 PT wood deck
- 6.4 millwork, base cabinets
- 6.5 millwork, built in bench with open cubbies below
- 7.1 steel stairs, metal grate, open risers
- 8.1 PVC window, clear 10 point expansion on interior, JAB-seal or airt
- 8.2 glass door with seal hardware
- 8.3 wood entry door with seal hardware
- 9.2 flooring, Parquet Plank or airt
- 9.3 non-combustible tile flooring, slate tile or airt
- 10.1 stone reception wall
- 10.1 woodblock, Pacific Energy Burned or airt
- 10.3 barrier free automatic door operator

NOT FOR CONSTRUCTION

LARRY HOLLAND ARCHITECTURAL DESIGN
LARRY HOLLAND ARCHITECTURAL DESIGN
1000 BROADWAY, SUITE 100
VANCOUVER, BC V6C 1A4
TEL: 604 255 0000

WHISKEY JACK
NORDIC SKI CLUB
DAY LODGE
BEATTON PARK, BC

PROJECT NO. 1708
SHEET 1708
DATE May 26, 2020
STATUS Tender Coordination

FLOOR PLAN



A1.02

01 LEVEL 1 PLAN
1/4" = 1'-0"

NO	DATE	DESCRIPTION
1	180510	Issue for Schematic Coding
2	200304	Issue for Design Development

26 gauge metal roof, 12" Westform Prolok or
sim.

LAURA KELLAM ARCHITECTURE + DESIGN
LAURA KELLAM, ARCHITECT AIBC
2110 SERRIN DRIVE
VANCOUVER B.C. V6N 6R3
TEL: 604 729 8868

PROJECT NORTH	TRUE NORTH
	
PROJECT CODE	STATUS
1706	Tender Coordination
SCALE	DATE
1/4" = 1'-0"	May 20, 2020

A1.03

MATERIAL LEGEND

- 15.1 wood-grain, Pacific Energy Summit or similar
16.3 barrier-free automatic door operator
16.4*
16.8*

POWER LEGEND

- 16.1 wireless router
16.2 floor receptacle
16.3 double duplex receptacle
16.4 duplex receptacle
16.5 thermostat
16.6 single pole switch
16.7 dimmer switch
16.8 pendant light
16.9 wall sconce
16.10 recessed light

NOT FOR
CONSTRUCTION

LARRY KILLAM ARCHITECTS - DESIGN
LARRY KILLAM ARCHITECTS - DESIGN
LARRY KILLAM ARCHITECTS - DESIGN
TEL: 403.241.1111

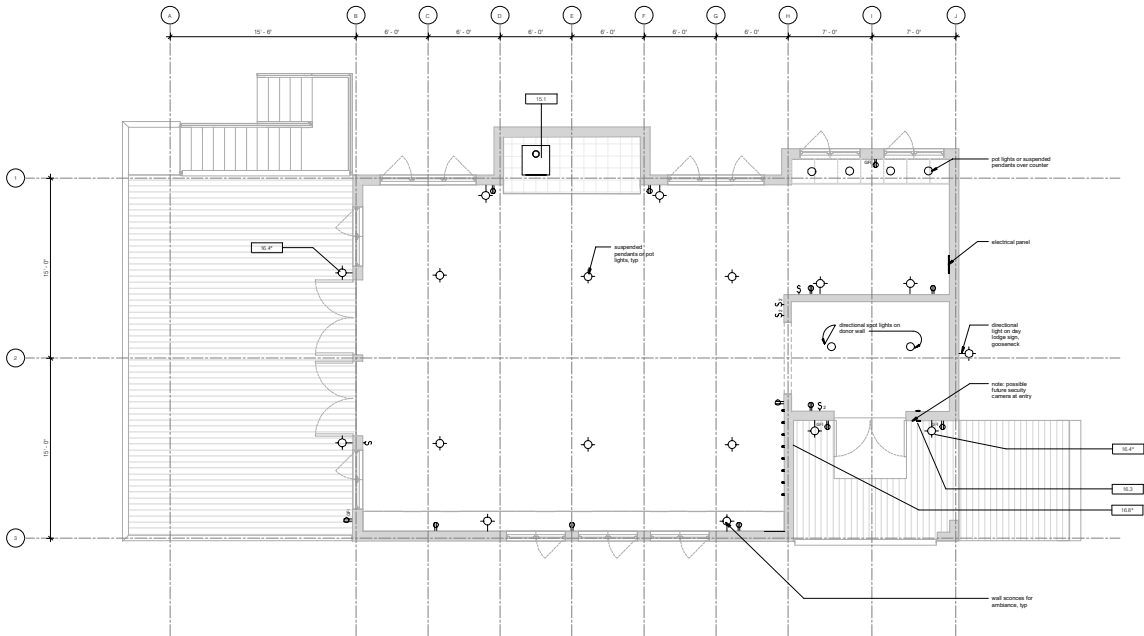
WHISKEY JACK
NORDIC SKI CLUB
DAY LODGE
BEATTON PARK, BC

PROJECT CODE: 1706
REVISED: 05/28/2020
1/4" = 1'-0"

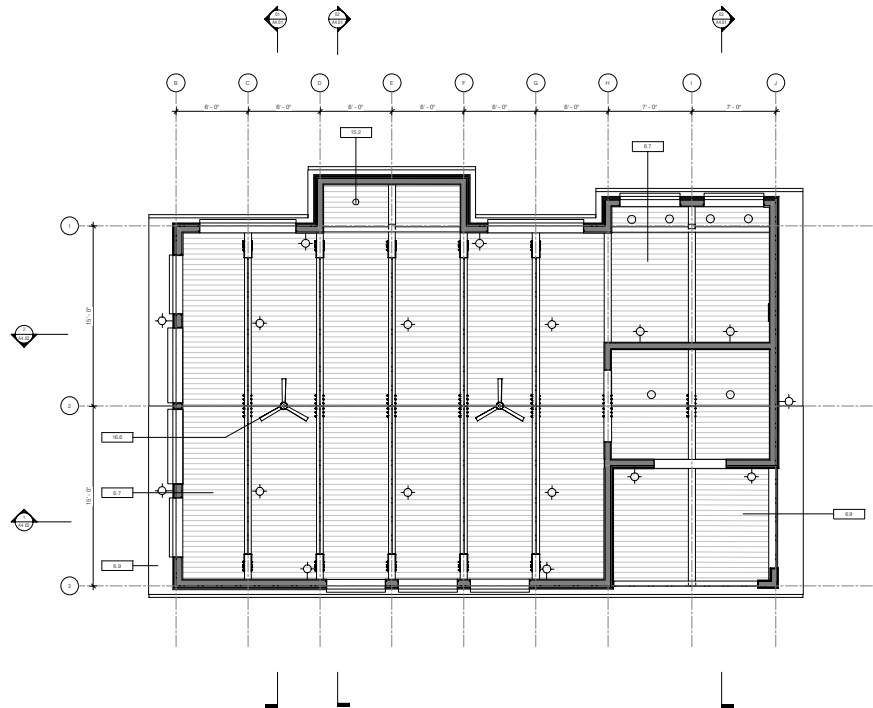
STATUS: Tender Coordination
DATE: May 28, 2020

LIGHTING &
POWER PLAN

A1.05













01 LEVEL 1 ELEC PLAN
1/4" = 1'-0"



MATERIAL LEGEND

- | | |
|------|---|
| 6.7 | interior ceiling finish 1 x 6 T&G pine boards |
| 6.9 | cedar soffit |
| 15.2 | chimney |
| 16.6 | ceiling mounted electric fan |

POWER LEGEND

- | | |
|---|--------------------------|
|  | wireless router |
|  | floor receptacle |
|  | double duplex receptacle |
|  | duplex receptacle |
|  | thermostat |
|  | single pole switch |
|  | dimmer switch |
|  | pendant light |
|  | wall sconce |
|  | recessed light |

**NOT FOR
CONSTRUCTION**

LAURA KILLAM ARCHITECTURE + DESIGN
LAURA KILLAM, ARCHITECT AIBC
2110 SEMLIN DRIVE
VANCOUVER B.C. V6N 6R3
TEL: 604 729 8888

**WHISKEY JACK
NORDIC SKI CLUB
DAY LODGE**
BEATTON PARK, BC

PROJECT CODE	STATUS
1705	Tender Coordination
SCALE	DATE
1/4" = 1'-0"	May 20, 2020

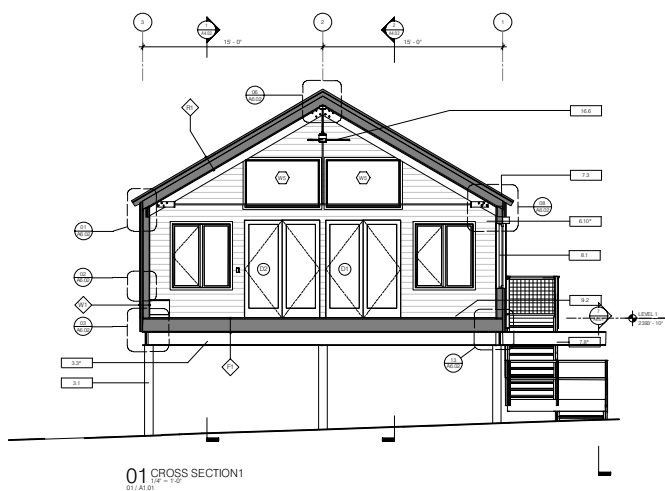
REFLECTED
CEILING PLAN

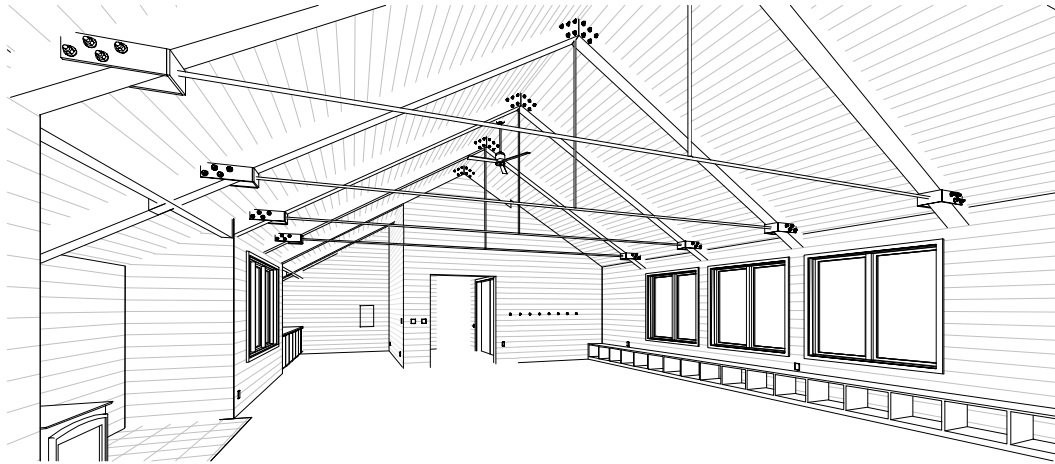
A2.01

01 REFLECTED CEILING PLAN - LEVEL 1
1/4" = 1'-0"

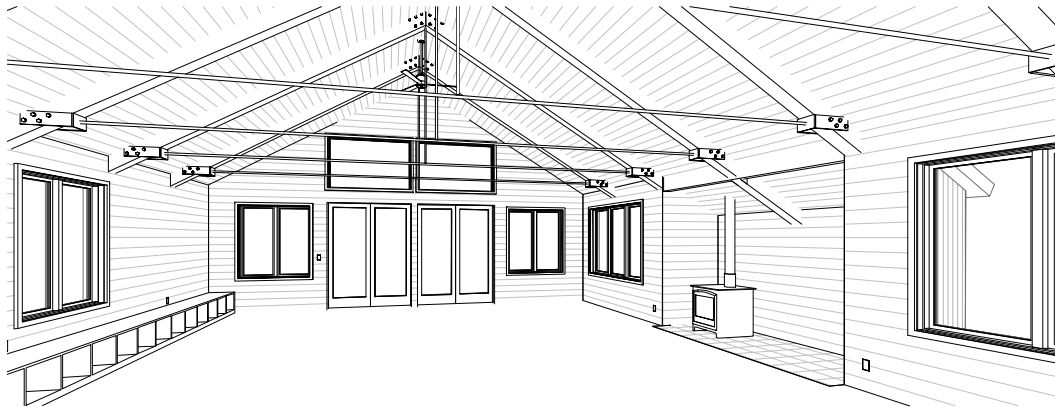


A3.02





INTERIOR VIEW LOOKING NORTH



INTERIOR VIEW LOOKING SOUTH

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ISSUE: 05/2020
NO. DATE DESCRIPTION

**NOT FOR
CONSTRUCTION**

LARKIN HILLIER ARCHITECTS INC. - DESIGN
LARKIN HILLIER ARCHITECTS INC. - DESIGN
LARKIN HILLIER ARCHITECTS INC. - DESIGN

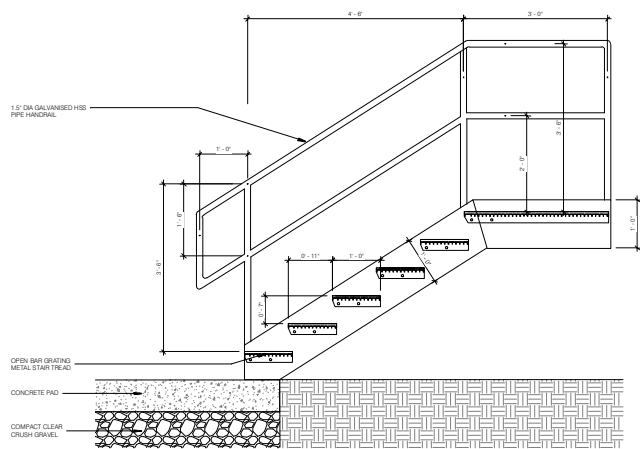
**WHISKEY JACK
NORDIC SKI CLUB
DAY LODGE**
BEATTON PARK, BC

PROJECT CODE: 1708
SCALE: 1/4" = 1'-0" STATUS: Tender Coordination
DATE: May 26, 2020

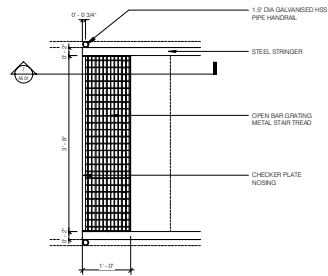
**INTERIOR 3D
VIEWS**

100%
A5.02

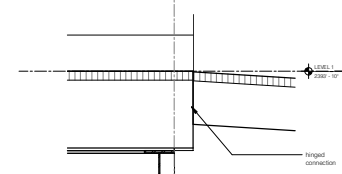
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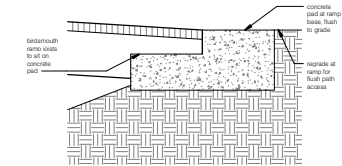
7 section detail - open riser metal grate stair
01 / A1.01 - 1'-0"



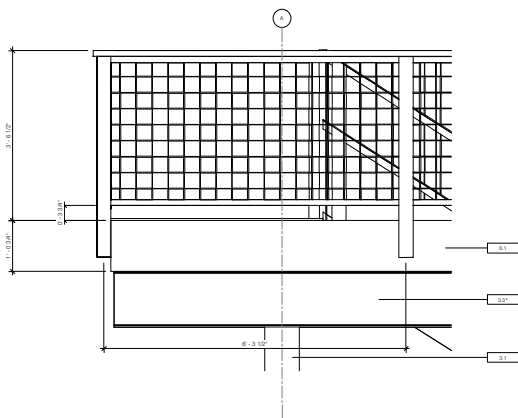
8 plan detail - open metal grate tread
01 / A1.02 - 1'-0"



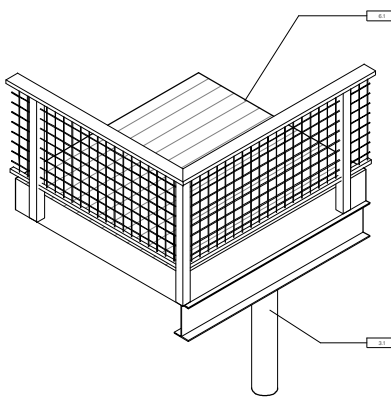
4 section detail - ramp @ deck
1 / A4.02 - 1'-0"



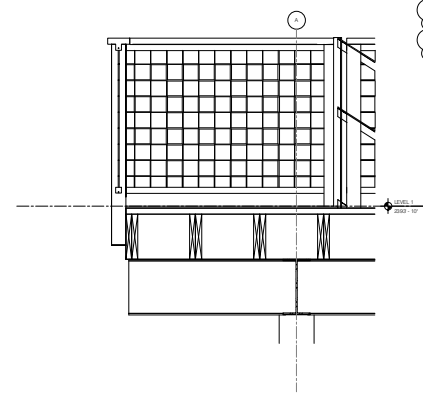
5 section detail - ramp @ grade
1 / A4.02 - 1'-0"



01 ELEVATION - EAST - Callout 1
01 / A2.01 - 1'-0"



02 RAILING DETAIL - 3D view



3 LONG SECTION - Callout 1
1 / A4.02 - 1'-0"

MATERIAL LEGEND

- 3.1 8" diameter steel pile foundations
- 3.2 steel beams (see structural)
- 4.1 1" wood deck

NOTE: DETAILS INCOMPLETE

NOT FOR CONSTRUCTION

LARSEN & LARSEN ARCHITECTURAL - DESIGN

1700-01-01-0000

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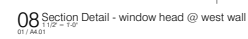
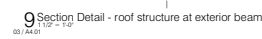
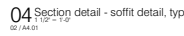
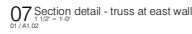
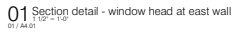
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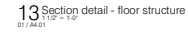
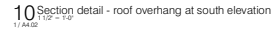
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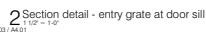
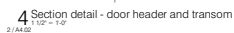
1700-01-01-0000

1700-01-01-0000



A6.02





**NOT FOR
CONSTRUCTION**

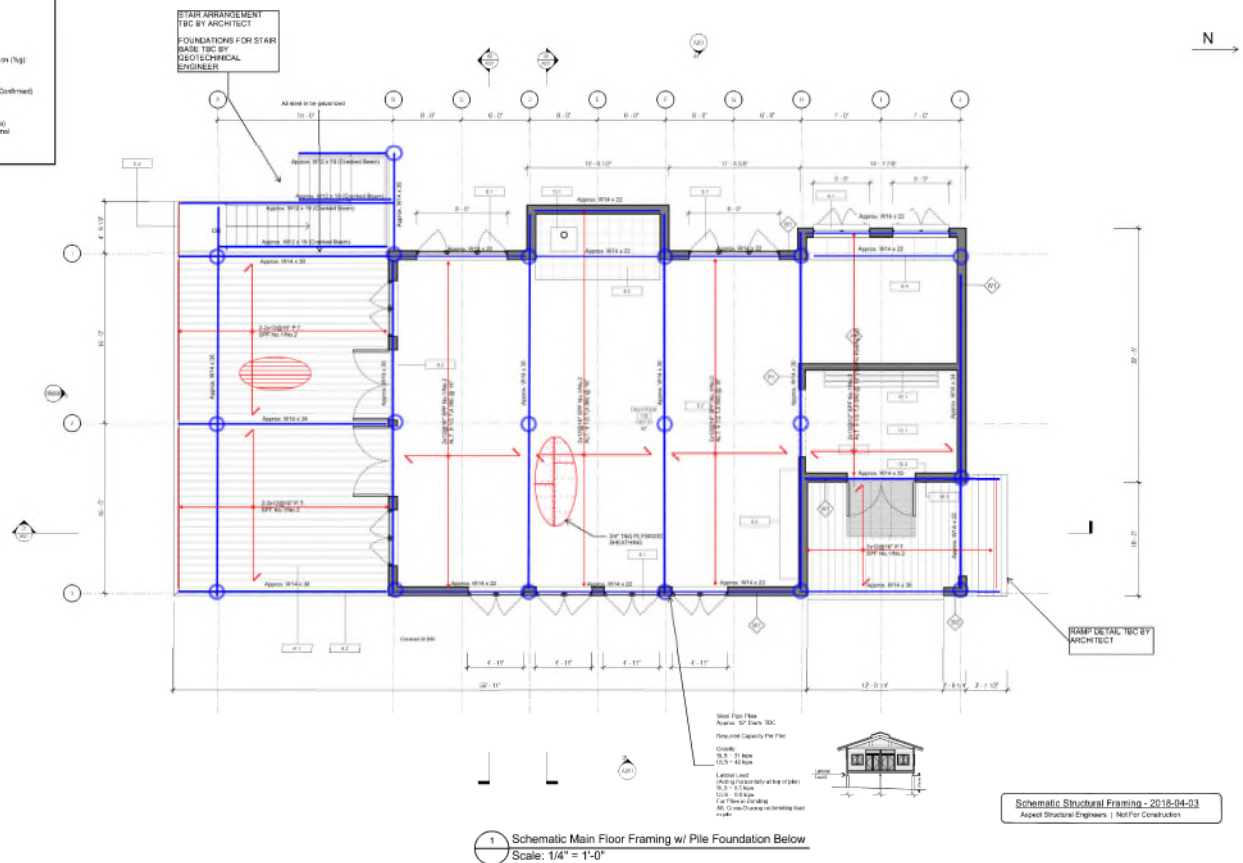
**WHISKEY JACK
NORDIC SKI CLUB
DAY LODGE**
BEATTON PARK, BC

PROJECT CODE	STATUS
1706	Tender Coordination
SCALE	DATE
1 1/2" = 1'-0"	May 20, 2020

SECTION DETAILS

A6.03

Design Loads:
 Superimposed Dead Loads:
 Roof 17 psf
 Main Floor 35 psf
 Deck 15 psf
 Live Load 100 psf
 Snow Load 50 psf
 S₁₀ = 50 psf
 S₁ = 2.1 psf
 Seismic:
 Seismic Load (M) based on (1/4):
 S_{MS} (2) = 0.09
 Importance = Normal
 Site Class = E (1.5 for Confirmed)
 W₁₀ (40) (2) based on:
 4.100 = 9 psf (0.35 MPa)
 Importance (I_s) = Normal



ASPECT
 STRUCTURAL ENGINEERS
 4544-763 Street
 Vancouver, BC V6T 1P7
 aspectstructural.com

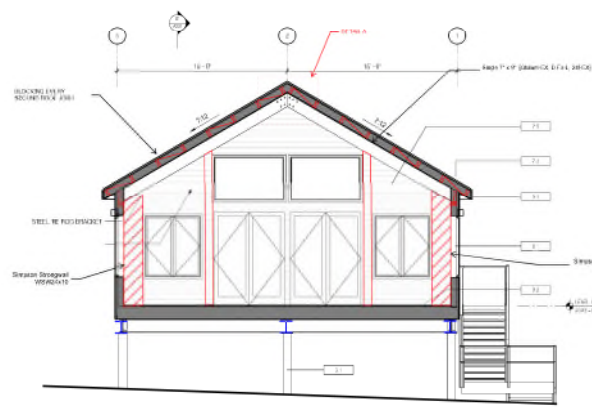
1811
 Whiskey Jack Nordic
 Ski Club Lodge
 Beaton Park, BC

2016-04-30
 2016-04-30
 2016-04-30

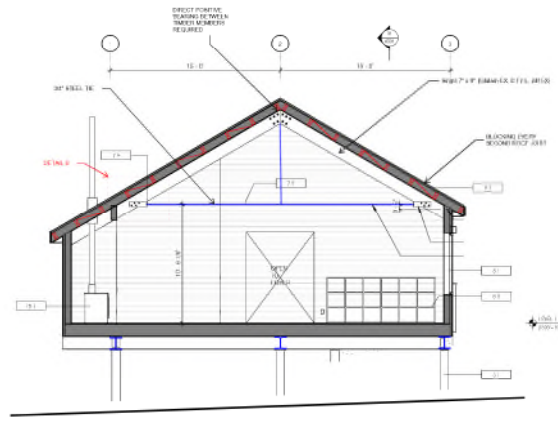
2016-04-30
 Main Floor Framing w/ Pile
 Foundation Below

1/4" = 1'-0"

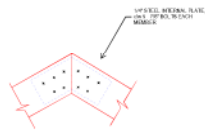
S1.0



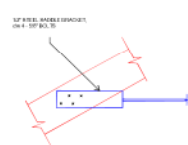
03 CROSS SECTION
01/10/18
1 South Elevation
Scale: 1/4" = 1'-0"



02 CROSS SECTION
01/10/18
2 Typical Section at Truss
Scale: 1/4" = 1'-0"



A
WALL TOP CHASE CONNECTION DETAIL
N/A



B
WALL TOP CONNECTION DETAIL
N/A

Schematic Structural Framing - 2018-04-03
Aspect Structural Engineers | Not For Construction

ASPECT
STRUCTURAL ENGINEERS
1000 10th Street
Vancouver, BC V5Y 0B9
www.aspectstructural.com

Whiskey Jack Nordic
Ski Club Lodge
Beaton Park, BC

2018-04-30
Building Section & Elevation

1/4"=1'-0"

S1.2



REPORT

To: Rural Budgets Administration Committee

Report Number: FN-RBAC-021

From: Teri Vetter, Chief Financial Officer

Date: August 17, 2020

Subject: RBAC Utilization of Funds - Rural Allocations

RECOMMENDATION:

That the Rural Budgets Administration Committee receive the report titled “RBAC Utilization of Funds - Rural Allocations – FN-RBAC-021”, which outlines possible uses for BC Rail, Community Works Gas Tax funds, Peace River Agreement funds, Fair Share funds, Rural Loan Funds and Fringe Area Funds, for discussion.

BACKGROUND/RATIONALE:

On May 21, 2020, the Rural Budget Administration Committee passed the following resolution:

MOVED, SECONDED and CARRIED

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.

Information in this report has been compiled using the principles, guidelines and eligibility outlined in the current RBAC Funding Policies, and new information that has been obtained from the Province and research into these funding sources.

Peace River Agreement Funds (PRA)

Funding from the Province of BC to ensure local government has the resources to upgrade, maintain and expand capital infrastructure and services necessary to support the economic expansion of the oil and gas, forest and other industries within the region. No policy has been developed for the use of PRA funds. The RBAC Funding Policies are followed when allocating funds. The following spending items were created in order to track where funds were being spent.

- | | |
|--|---|
| 1 Potable Water and Water Security/Studies | 6 Fire Protection |
| 2 Arenas | 7 Libraries, Museums and Art Galleries |
| 3 Halls, Trails and Walking Paths | 8 Year-Round Recreation Facility Upgrades |
| 4 Assistance to Other Organizations | 9 PRRD Sewer Services Assistance |
| 5 Dawson Creek Fire Training Centre | 10 Natural Gas |

Usage – Intended to support PRRD capital projects, Asset Management and Planning. Funds cannot be used to support third-party capital. A maximum of 20% of PRA funds can be used to support service costs not related to capital or planning, for other organizations and assist them with operational costs

Staff Initials:

Dept. Head: *Teri Vetter*

CAO: *Shawn Dahlen*

Page 1 of 4

since they provide a service/benefit to the community. A more detailed explanation can be seen in Attachment #2.

Fair Share Funds

Fair Share ultimately follows the same guidelines as PRA. Resources provided from the province to upgrade, maintain and expand PRRD capital infrastructure and services necessary to support the economic expansion of the oil and gas, forest and other industries within the region. The Fair Share policies were created in 2014 and can be found in Attachment #1.

Usage - Funds may be used to support PRRD capital projects. Funds cannot be used to support for the purchase of animals or fund third-party capital items. Examples of eligible projects will follow the guidelines of the PRA in Attachment #2 as this fund follows the spirit of the Peace River Agreement.

BC Rail/Peace River Agreement Funds (BCR/PRA)

No policy exists for this fund, however a funding reserve was established for the rural allocation. Distribution of this fund follows the principles, guidelines and fair share policies that form the RBAC Funding Policies.

Usage – Funds are currently used to support not-for-profit organizations requesting funding but do not meet the criteria for any of the specific Fair Share policies, PRA Spending Items or Gas Tax categories when the project still has merit and benefit to the rural communities. Funds may not be used for the purchase of animals. Listed below are some examples of how RBAC has previously used these funds.

Devereaux Elementary	\$500 – Travel assistance to Grade 7 Barkerville Trip
Peace View Cemetery	\$2,500 – Repairs for sunken gravesites
Northern Brain Injury Association	\$500 – Road Safety Campaign
Chetwynd Thrift Shop	\$3,000 – Construction of storage shed
Jackfish Community Association	\$1,904.70 – Furnace Repair

BC Rail, as far as I can see, has no limitations on how the monies can be spent. This would appear to be the fund that could possibly fund third-party capital within the community. See Attachment #3 for information found pertaining to BC Rail funds.

Community Works Gas Tax

A policy for the distribution of this fund exists within the RBAC Funding Policies; however RBAC must ensure all projects eligible as determined by the official criteria as set out by the Union of BC Municipalities (UBCM), federal and provincial governments. A snap shot of eligible project categories and ineligible project costs are listed below and a full description can be found in Attachment #4 along with previously supported Gas Tax funded projects.

Eligible Project Categories	Ineligible Project Costs
<ul style="list-style-type: none"> Local roads, bridges Short-sea shipping Short-line rail Regional and local airports 	<ol style="list-style-type: none"> Any of the following costs incurred by the recipient: <ul style="list-style-type: none"> Leasing equipment

<ul style="list-style-type: none"> • Broadband connectivity • Public transit • Drinking water • Wastewater • Solid waste • Community energy systems • Brownfield redevelopment • Sport infrastructure • Recreational infrastructure • Cultural infrastructure • Tourism infrastructure • Disaster mitigation • Capacity building 	<ul style="list-style-type: none"> • Overhead – salaries, employment benefits of any employees • Direct or indirect operating or admin costs • Costs related to planning, engineer, architecture, supervision, management or other activities normally carried out by a staff person <ol style="list-style-type: none"> 2. Investments in health infrastructure (hospitals, medical clinics, convalescent and seniors centres) 3. Investments in emergency response related infrastructure (fire halls/equipment and emergency operations centres) 4. Feasibility Studies - Public Art - Detailed design for projects are not considered eligible expenditures until capital works commence 5. Churches
---	--

Usage – Investment in capital infrastructure projects. Funds cannot be used for the purchase of animals.

Rural Loan Fund

There is a Fair Share policy for this fund, which establishes the guidelines for RBAC to authorize a loan from the rural allocation of Fair Share to support infrastructure. Interest will be charged on the loan at a rate of one percent (1%) and must be repaid. The attached policy offers clear guidelines for RBAC on how the funds can be used.

Additionally, a report dated February 9, 2010 from previous CFO, Kim Frech, was found regarding further uses of the Rural Loan Fund. The second use proposed was to provide non-repayable grants from the interest earned on the account, however, there was never a resolution regarding these non-repayable loans and the current policy doesn't reflect this change. If RBAC wishes to amend their policy to include this, staff can include this in the RBAC policy amendment project. The current Rural Loan Fund Policy and the 2010 report can be found in Attachment #5.

Usage – Rural Infrastructure projects, rural infrastructure projects owned by the PRRD where a service area exists, municipal infrastructure projects that will benefit rural residents where a service area exists. Examples of loans previously approved can also be found in Attachment #5.

Fringe Area Fund

A Fair Share policy for this fund exists and indicates funds can be used to support water or sewer services provided to an Electoral Area by any host municipality to assist with the impacts on the

infrastructure due to the increased capacity of the rural service, in exchange for long-term access to a municipal service in the Electoral Areas. The policy can be found in Attachment #6.

Usage – Water or sewer services in Electoral Areas. Examples of previous funding for this fund are:

City of Dawson Creek - \$400,000 for Sewer Facility

District of Chetwynd - \$500,000 for Sewage Treatment Plant

ALTERNATIVE OPTIONS:

1. That the Rural Budgets Administration Committee provide further direction.

STRATEGIC PLAN RELEVANCE:

☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

As of June 30, 2020 the balance available for each fund is below:

PRA	\$ 7,783,857.76
Fair Share	\$ 6,440,719.84
BCR/PRA	\$ 149,654.33
Gas Tax	\$ 5,226,857.76
Rural Loan Fund	\$ 3,259,000.00
Fringe Area Fund	\$ 1,193,573.55

COMMUNICATIONS CONSIDERATION(S):

None at this time.

OTHER CONSIDERATION(S):

A comprehensive review of the RBAC Funding Policies will be completed to confirm that policies are consistent with local government legislative requirements and best practices in order to ensure that RBAC is functioning in a prudent and effective manner as outlined in the 2019-2022 Strategic Plan.

Any discrepancies, revisions or amendments identified as a part of this process will be brought forward to the Rural Budgets Administration Committee for discussion, review and recommendation to the Regional Board.

Attachments:

1. Attach - RBAC Fair Share Policies
2. Attach - PRA Spending
3. Attach - BC Rail Information
4. Attach - Gas Tax
5. Attach - Rural Loan Fund
6. Attach - Rural Fringe



RURAL BUDGETS ADMINISTRATION COMMITTEE FAIR SHARE POLICIES

PRINCIPLES AND GUIDELINES

1. Decisions are to be information based using adequate, un-biased research analysis with recommended options.
2. Where appropriate, the Rural Budgets Administration Committee may require a decision impact analysis for intended and unintended consequences.
3. Any consideration to provide assistance for new or existing services must have a feasibility study to identify the category of service, the need, the financial viability and its integration into other services.

Rural Area Fair Share may provide financial assistance to various projects within the rural area.

Eligibility/Criteria

If not a function of the Regional District, the applicant must be a Not-for-Profit Society, in good standing with the BC Registrar of Societies.

The applicant must complete the Grant Application form in full, including financial statements, where necessary.

In the case of capital projects, applicants must include a comprehensive Capital Project budget indicating all sources of income and expenditures; and information on how it will be paid for and maintained in the future.

Applicants will be required to adhere to building, plumbing, electrical, health, fire, zoning, gas and other codes and regulations that may exist, prior to the start of construction. A building permit may also be required.



RURAL BUDGETS ADMINISTRATION COMMITTEE FAIR SHARE POLICIES

FAIR SHARE FUNDS

The annual indexed Rural Fair Share Funds, pursuant to the Memorandum of Understanding dated March 22, 2005, will be divided equally between the four electoral areas.



RURAL BUDGETS ADMINISTRATION COMMITTEE FAIR SHARE POLICIES

FEASIBILITY STUDY FUNDS

1. A BC registered not-for-profit society may request funds to a maximum of \$10,000 to prepare a report on the feasibility and viability of a project in the rural areas of the Peace River Regional District that will be the subject of a Fair Share funding request.
2. A grant will not be available for a feasibility study that has begun prior to the request for funding assistance.
3. A grant will not be available for a feasibility study for a project that is likely to result in a tax levy to pay for the proposal, either in capital or operations.
4. Examples of proposed requests would be for a community hall, recreation facility, seniors housing, fire department (not vehicle acquisition) or some other facility deemed appropriate by the Committee.
5. Each Electoral Area may provide the maximum grant for the same specific proposal.
6. Grant recipients must recognize the Regional District for its contribution in the Executive Summary of the Feasibility Study.



RURAL BUDGETS ADMINISTRATION COMMITTEE FAIR SHARE POLICIES

FIRE EQUIPMENT – MINOR CAPITAL PROJECTS

Grants for fire equipment purchases under \$20,000 are subject to the following conditions:

- a) the grants must be for new or replacement equipment for use on fire trucks, in a fire hall, or by firefighters;
- b) the request must be supported by a report from the fire department which should include, where possible, recommendations from another authority;
- c) grants may be made during the life of the Fair Share program to replace equipment originally purchased with Fair Share funds, provided the justification includes reference to legally required upgrades, damage or loss due to the activities of the fire department, or industry acknowledged shelf life of the equipment;
- d) multiple items valued under \$20,000 each may be consolidated into one request that is greater than \$20,000;
- e) requests must be made by the fire department's Board or Council; and
- f) grant recipients must recognize the Regional District for its contribution through a joint press release.



**RURAL BUDGETS ADMINISTRATION COMMITTEE
FAIR SHARE POLICIES**

FIRE HALL (RURAL) CONSTRUCTION OR RENOVATION

Grants to Fire Department for fire hall construction or renovation are subject to the following conditions:

- a) that the fire hall construction or renovation be supported by a report from a fire underwriter's survey, fire department master plan, fire department review or audit prepared by an independent consultant or authority;
- b) that the project be defined and justified by a feasibility study prepared by or on behalf of the Fire Department which includes an engineer's report and cost estimate;
- c) that the maximum grant be 50% of the construction or renovation estimate provided by an engineer or quantity surveyor, to a maximum grant of \$150,000;
- d) that there be no more than one fire hall construction or renovation grant for a fire department during the life of the Fair Share program; and
- e) grant recipients must recognize the Regional District for its contribution through:
 - display of a plaque of appreciation; and
 - a joint press release.



RURAL BUDGETS ADMINISTRATION COMMITTEE FAIR SHARE POLICIES

FIRE TRUCKS

Grants to Fire Departments for trucks are subject to the following conditions:

- a) that the truck must be new to the department for reasons supported by a fire underwriter's survey, fire department master plan, or a fire department review or audit prepared by an independent consultant or authority;
- b) that a maximum grant of 50% of the purchase price of the truck to a maximum grant of \$150,000 be provided;
- c) that there be no more than one truck grant every five years to any one Fire Department;
- d) this grant does not apply to a Fire Department within an established specified area shared with a municipality; and
- e) grant recipients must recognize the Regional District for its contribution through:
 - prominent display of a Regional District logo on the truck;
 - a joint press release; and
 - a photo opportunity.



RURAL BUDGETS ADMINISTRATION COMMITTEE FAIR SHARE POLICIES

FIXED CAPITAL EQUIPMENT

Where provision has been made in the annual budget and where a registered Not-for-Profit Society makes a request for the purchase of fixed capital equipment that will be of benefit to the community at large, the following conditions apply:

1. The maximum grant for approved community projects is \$30,000 according to the following formula:

<u>Approved Costs</u>	<u>Regional District Grant</u>
First \$15,000 or less	100% of approved costs
Next \$30,000 or less	50% of approved costs

2. Applications must include letters of support from at least two different organizations from within the area to be served.
3. Confirmation that the responsibility for the ongoing maintenance and any future replacement remains the responsibility of the Society that applies.
4. This grant cannot be used in conjunction with any other grant received from the Regional District.
5. That a Not-for-Profit Society may utilize 'in kind' hourly rates for their 50% share of the contribution based on the Provincial 'Blue Book' rate for equipment and operator.
6. That \$20.00 per hour be used as a labour rate.
7. Grant recipients must recognize the Regional District for its contribution through:
 - display of a certificate of appreciation; and
 - a joint press release.



RURAL BUDGETS ADMINISTRATION COMMITTEE FAIR SHARE POLICIES

FRINGE AREA FUNDING

That the \$1,750,000 (plus interest) one-time Fair Share Fringe Area funding be allocated to any host municipality providing water or sewer services to the electoral area, until such time as the fund is depleted. These funds are intended to support additional capacity to municipal infrastructure for rural service impacts in exchange for long-term guaranteed access to the municipal service for the Electoral Areas.

Updated at the June 18, 2015 RBAC Meeting



RURAL BUDGETS ADMINISTRATION COMMITTEE FAIR SHARE POLICIES

ELECTRICAL EXTENSION GRANT POLICY AND APPLICANT GUIDE

1. Fair Share Grants may be paid for development of Hydro Electrification on the following conditions:
 - a) Funding assistance will be limited to hydro main line extension costs on public maintained roads to serve residential customers (excluding subdivisions).
 - b) Costs related to the service line from the main line to the residence are the responsibility of the property owner.
 - c) Regardless if a property owner is the registered owner of one or more properties, the property owner will be limited to receiving the electrical extension funding grant one time only.
 - d) The property owner will pay the first \$1,000 of main line service costs. The balance will be eligible for assistance at a rate of 50% to a maximum grant of \$4,000.

This means that where the main line costs per property are:

- up to \$1,000 - no assistance will be given;
 - from \$1,001 to \$8,999 - assistance will be at the rate of 50% on the balance over \$1,000; and
 - from \$9,000 and up - the maximum of \$4,000 will be given.
2. BC Hydro is responsible for completing the Electrical Extension Grant Application form, if it qualifies for the grant program.
 3. The applicant (customer) is responsible for submitting the application to the Regional District.
 4. The application will be reviewed at the next scheduled RBAC meeting.
 5. The Regional District will mail the cheque, made payable to BC Hydro, to the applicant.
 6. The applicant (customer) is responsible for getting the cheque to BC Hydro, along with their payment.
 7. All documents shall indicate the applicant's (customer) name and reference number.



RURAL BUDGETS ADMINISTRATION COMMITTEE FAIR SHARE POLICIES

JOINT VENTURES

Each Electoral Area Director may provide funding from Fair Share Funds for grants to municipal recreation and cultural facilities in recognition of rural use of these facilities.



**RURAL BUDGETS ADMINISTRATION COMMITTEE
FAIR SHARE POLICIES**

**NATURAL GAS EXTENSION
POLICY AND APPLICANT GUIDE**

Fair Share Grants may pay for development of **Natural Gas Extension Services** as follows:

- a) An Electoral Area may contribute up to 75% of the "Total Cost to Property", with any other contributions (Provincial grants, etc.) to be deducted from it, for a maximum Regional District Electoral Area grant of \$5,000. All remaining project costs are to be the responsibility of the property owner or community.
- b) In addition, the property owner shall be responsible for all costs associated with the installation of individual gas line service from the property line.
- c) The Regional District will make its grant contribution payable to the Natural Gas Distribution Company.
- d) Regardless if a property owner is the registered owner of one or more properties, the property owner will be limited to receiving the natural gas extension funding grant one-time only.

EXAMPLE:

A	Actual Cost of Mainline Extension	\$ 20,620.00
B	Less: Gas Company's Contribution	-\$ 12,778.00
C	Total Cost to Property	\$ 7,842.00

Electoral Area Contribution:

D	75% of Total Cost to Property	\$ 5,881.50
E	Less: Other Contributions	\$ -
F	Remaining Balance	\$ 5,881.50
G	Maximum Electoral Area Grant	\$ 5,000.00

H	TOTAL GRANT PAYABLE (Lesser of F or G)	\$ 5,000.00
I	Cost to Property Owner	\$ 2,842.00
J	(minimum 25%)	36%

**** Note:** Individual property service costs are extra.



RURAL BUDGETS ADMINISTRATION COMMITTEE FAIR SHARE POLICIES

PARENT ADVISORY COUNCIL (PAC)

Applications under this policy may be considered for such things as playground equipment, improvements to community facilities, ball diamonds and tennis courts on school property.

In order to be eligible for funding under this Policy, the following criteria must be met:

1. Contribution from community (in kind or labour, material) must cover a minimum of 25% of the cost. The Fair Share Grant would provide 75%, to a maximum of \$10,000.
2. There must be an active Parent Advisory Council (PAC) which is legitimized by the *School Act*.
3. It must be a rural community school where no hall exists, (i.e. the school is the community meeting facility).
4. PAC's are not eligible for funding through Recreational & Cultural Grants-in-Aid.
5. Where application is made by a PAC for the upgrade of facilities inside of a school (i.e. a gymnasium), the School District must be in agreement that the school can be used as a community centre.
6. Confirmation that the School District would be responsible for maintenance.
7. Grant recipients must recognize the Regional District for its contribution through:
 - display of a certificate or plaque of appreciation; and
 - a joint press release.



RURAL BUDGETS ADMINISTRATION COMMITTEE FAIR SHARE POLICIES

RECREATION AND CULTURE GRANTS

A B.C. registered not-for-profit society or local government located in the Peace River Regional District may request Fair Share Funding for capital requirements for recreation and culture facilities and services.

Fair Share funds will not be provided if the proponent society has received capital funding for the same proposal from the Grant-in-Aid program in the same year.

Fair Share funding may be provided if capital funding from the Grant-in-Aid program is not available.

For major grant funding (over \$50,000) where there are ongoing operational costs, the proponent will have to justify in its application, why a tax levy is not being requested.

Where a major capital project funding (over \$50,000) is requested and where a service area is to be established, the operational costs of the project must be included in the proposal.

Each Electoral Area may provide a grant for the same specific proposal.

Revised: February 5, 2002

EADC: November 23, 2004 policy to remain as is

Board approved: December 10, 2004

RBAC reviewed Dec 15, 2006

Policies as of August 31st, 2000



RURAL BUDGETS ADMINISTRATION COMMITTEE FAIR SHARE POLICIES

RURAL LOAN FUND

The Rural Budgets Administration Committee may utilize the Infrastructure Service grant (\$3.5 million) provided by the Province of BC in March 2005 as a rural loan fund as follows:

- a) to loan dollars to rural infrastructure projects owned by the Regional District where a service area is currently established;
- b) to loan dollars to member municipalities for infrastructure projects that will benefit rural residents where a service area is currently established; or
- c) to loan dollars to registered non-profit societies for rural infrastructure projects.

Application for Loan:

- a) the applicant (including the Regional District, member municipality and non-profit society) must provide a feasibility study that outlines the project and estimated costs; and
- b) non-profit societies must also provide a business case including annual financial statements, a cash flow forecast, and a detailed explanation of how the loan will be repaid.

Interest Rate:

All loans will be charged a rate of one percent (1%) above the interest earned rate at time of the loan (to offset the loss of interest revenue).

Repayment of Loans:

Loans must be repaid by one of the following methods:

- a) through repaying the loan bank over time from the service function taxation or service fees;
or
- b) by payment as set out in a formal loan agreement with the recipient non-profit society.



RURAL BUDGETS ADMINISTRATION COMMITTEE FAIR SHARE POLICIES

SENIORS HOUSING

1. Any proponent group requesting Fair Share grants must be a BC registered not-for-profit society.
2. An economic viability study must be prepared by the proponent that would be consistent with the requirements of the Ministry Responsible for Housing and the Ministry Responsible for Seniors, which must show the proposed source of all capital costs and operational costs for a five year period.
3. Seniors housing must be made available to any BC senior, regardless of race, religious affiliation or other discriminatory factors. A statement to this effect must be made in writing to the Regional District, signed by the authorized officers of the proponent registered society.
4. Fair Share funds may not be used for the operation of the proponent society for the proposed facility.
5. One grant, within a five year period, to a maximum of \$250,000 may be provided from any one Electoral Area.
6. A grant to a maximum of \$5,000 may be provided toward the preparation on an economic viability study, in addition to the grant referred to above.
7. No other Regional District funding source, including Grant-in-Aid or tax levies, may be requested for the feasibility study or the construction of the proposed facility.
8. Each Electoral Area may provide the maximum grant for the same specific proposal.
9. Grant recipients must recognize the Regional District for its contribution through:
 - displayed of a plaque of appreciation; and
 - a joint press release.



RURAL BUDGETS ADMINISTRATION COMMITTEE FAIR SHARE POLICIES

SEWER & WATER EXTENSION SERVICES

Fair Share funds are available to assist Sewer and Water Expansion projects.



RURAL BUDGETS ADMINISTRATION COMMITTEE FAIR SHARE POLICIES

TELEPHONE SERVICE

An electoral area will contribute from Fair Share funds, up to 75% of the cost, to a maximum of \$5,000 per parcel, for the installation of the public portion of a telephone mainline.



RURAL BUDGETS ADMINISTRATION COMMITTEE FAIR SHARE POLICIES

WATER WELLS/SPRINGS FOR PUBLIC USE

1. Public water sourcing projects to be funded from feasibility funds through the Administration - Fiscal and Other function.
2. Public Rural Spring Development to be funded through the Community Parks Function. Capital needs may be considered from Fair Share as needed.
3. Projects are to be cost shared with other agencies whenever possible.

PEACE RIVER AGREEMENT (PRA)

When developing the 5 year capital plans and annual reports, the Province requests local governments to prioritize payments based on the acronym **CAMPS**:

- **C** for Capital for the PRRD (**highest priority**) – acquisition of land; construction of improvements (e.g. buildings, pipes, treatment facilities, and roads); acquisition of machinery, equipment, and vehicles. Connectivity projects fit into this group.
- **AM** for Asset Management for the PRRD (**middle priority**) – maintenance of related capital. Software for Asset Management may be considered if it is a minimal amount compared to the capital acquisitions.
- **P** for Planning for the PRRD (**middle priority**) – OCPs, financial planning, engineering studies, master plans, DCCs, infrastructure plans ...
- **S** for services (**lowest priority**) – service costs **not related to capital or planning** (e.g. protective services, recreation services, general governance services)

Note: at least 80% of the eligible costs in your reporting should be in Capital, Asset Management, and Planning. Thus, no more than 20% of the costs should be in non-capital related services. The PRA money is not given to fund third-party capital.

The **S for services** can be used to fund the following:

- Police Servicing
- Major services that benefit the community
- Integral services that support the community
- Sludging of lagoons
- Grant-in-Aids can be given to third-party organizations for service costs not related to capital or planning. For example, monies given to the library, community centers, Art Society, or any community group that makes the Region more welcoming but it is intended for **operational expenses** and must tie back to the larger objective of making the local community a better place to live.

The Approved Spending Items for the PRRD for PRA monies are as follows:

Spending Item #1 – Potable Water & Water Security Studies

Spending Item #2 - Arenas

Spending Item #3 – Halls, Trails & Walking Paths

Spending Item #4 – Assistance to Other Organizations

Spending Item #5 – Dawson Creek Fire Training Centre

Spending Item #6 – Fire Protection

Spending Item #7 – Libraries, Museums & Art Galleries

Spending Item #8 – Year-round Recreation Facility Upgrades

Spending Item #9 – PRRD Sewer Service Assistance

Spending Item #10 – Natural Gas

b) That a Development Variance Permit pursuant to Section 974 and 980 (14) of the Municipal Act which would vary the front and rear setback requirements of Section 39, R-2 "Residential 2 Zone" (2)(e) i) and iv) of "Peace River Regional District Zoning By-law No. 1000, 1996" from being located within:

- i) 7 metre of the front parcel line to being within 1.7 metres of the front parcel line; and
- ii) 7 metres of the rear parcel line to being within 3.9 metres of the rear parcel line;

be issued to Mr. Ken Beres.

RD/96/10/22 (24)

- NCMA New Vision Concept

MOVED by Director Goodings, SECONDED by Director Harwood, that the October 15th, 1996 report from Harry Mueller, Assistant Treasurer regarding the NCMA New Vision Concept be received.

RD/96/10/23 (24)

- Blackfoot Park Well

MOVED by Director Watson, SECONDED by Director Goodings,

- a) That the October 16th, 1996 report from Paul Solmes, Recreation and Parks Coordinator regarding Blackfoot Park Well Cost-Sharing Agreement with PFRA be received; and
- b) That the Regional Board make application for a Rural Water Development Program Grant on a cost sharing basis with the Prairie Farm Rehabilitation Administration for the Blackfoot Park Well.

OCTOBER 24TH BOARD MEETING (continued)

RD/96/10/24 (24)

- Payphone at Willow Flats

MOVED by Director Thorlakson, SECONDED by Director Hannam, that the October 16th, 1996 report from Phil Cove, Deputy Administrator regarding the payphone at Willow Flats be received.

RD/96/10/25 (24)

- Payroll Cheque Register (September 6th to October 4th)

MOVED by Director Jarvis, SECONDED by Director Leahy, that the Payroll Cheque Register for the period September 6th, 1996 to October 4th, 1996 be received and approved.

RD/96/10/26 (24)

- B.C. Rail Grant-in-Lieu

MOVED by Director Thorlakson, SECONDED by Director Kusk, that the following reports regarding the B.C. Rail Grant-in-Lieu of Taxes be received:



- a) October 8th, 1996 from John Slowinski, Director of Finance.
- b) October 23rd, 1996 from Phil Cove, Deputy Administrator.

RD/96/10/27 (24)



MOVED by Director Goodings, SECONDED by Director Hannam, that the Director of Finance be requested to develop another Option for distributing the Grants for consideration by the Regional Board.

8310-24
R-106

PEACE RIVER REGIONAL DISTRICT

MEMORANDUM

To: Chairman and Directors
From: Phil Cove
Date: 23 October 1996
Re: BC Rail Grants in Lieu of Taxes

At the Rural Directors' meeting held on Friday, October 18, Mr. John Slowinski presented several options to the Electoral Area Directors concerning the disposition of the \$74,303 available to the rural areas.

RECOMMENDATION

The Electoral Area Directors recommend to the Regional Board that the rural portion of the BC Rail Grants in Lieu of Taxes be apportioned equally among the four Electoral Areas, with spending to be authorized by the four Electoral Area Directors on the recommendation of the Director for the Area in which the funds are to be spent.

96/10/24

R-106

Peace River Regional District

REPORT

To : Chairman and Directors of the Regional District Board
From: John Slowinski, Director of Finance
Date: October 8, 1996
Re : B.C. Rail Grant-in-Lieu of Taxes

The formula used to determine the grants-in-lieu for the Regional District was based on Regional District levies within entire jurisdictions only, service area levies in the rural areas were ignored.

The following is a list of the jurisdictions containing BC Rail Properties and the grant amounts that have been allocated to the Regional District.

Dawson Creek	670.00	
Tumbler Ridge	3,162.63	*
Fort St John	1,196.42	*
Chetwynd	3,404.74	
Taylor	433.48	

	8,867.27	

Dawson Creek Rural	138,580.45	
Ft St John Rural	118,990.29	

	257,570.74	

	266,438.01	
	=====	

The grants on properties in municipalities are paid to the municipality which then forwards the amount to the Regional District. The amounts noted with a * have not yet been received.

The B.C. Rail grant-in-lieu of taxes are unconditional, meaning that the Board may choose what it does with the money. I have therefore prepared some options for distributing the grants.

R-1

R-1170

Option 1:

Allocate the monies to functions where all jurisdictions participate. These functions would be Administrative, Weed Control, Regional Parks and Regional Recreation and Cultural Services.

Option 2:

Allocate the monies from BC Rail properties in the five municipalities to functions where all five of the jurisdictions participate. These functions would be Administrative, Weed Control, Regional Parks and Regional Recreation and Cultural Services.

and

Allocate the monies from BC Rail properties in the rural areas to functions where all rural jurisdictions participate. These functions would be Administrative, Weed Control, Regional Parks, Regional Recreation and Cultural Services, Legislative-Electoral Areas, Building Inspection Recreation G-I-A, Community Parks and Cemeteries.

Option 3:

The same as Option 2 except that the monies allocated to the functions that are rural only be set aside and used at the discretion of the Electoral Area Directors. This would be the allocation for Legislative-Electoral Areas, Building Inspection Recreation G-I-A, Community Parks and Cemeteries.

R-1170

PEACE RIVER REGIONAL DISTRICT
GRANT-IN-LIEU DISTRIBUTION OPTIONS

R-10a

	<u>OPTION 1</u>	<u>OPTION 2</u>	<u>OPTION 3</u>
Admin	212,922	153,543	153,543
Weed Control	26,393	19,033	19,033
Parks	15,832	11,417	11,417
Recreation	11,291	8,142	8,142
Leg-Elect Areas		10,335	0
Bldg Inspect		13,262	0
Recreation-GIA		42,519	0
Community Parks		6,874	0
Cemeteries		1,314	0
Rural Directors			74,303
	-----	-----	-----
	266,438	266,438	266,438
	=====	=====	=====

R-1

that the October 18th, 1996 letter from the Regional District of Fraser-Fort George regarding the 9-1-1 System Extension be received.

CWS2/96/11/11

- 1997 Pitch-In Week

MOVED by Director Kusk, SECONDED by Director Kealy, that the October 25th, 1996 letter from Pitch-In British Columbia regarding the 1997 Pitch-In Week be received.

CWS2/96/11/12

- Street Lighting - Dokie Subdivision, West of Chetwynd

MOVED by Director Hannam, SECONDED by Director Shirley,

- a) That the September 20th, 1996 letter from B.C. Hydro regarding a Street Lighting Proposal for the Dokie Subdivision west of Chetwynd be received; and
- b) That B.C. Hydro be authorized to proceed with the Three Street Lights to be installed in the Dokie Subdivision west of Chetwynd.

CWS2/96/11/13

- B.C. Tel - Private Line Mileage Charges

MOVED by Director Goodings, SECONDED by Director Watson, that a letter be sent to the CRTC indicating the Board's approval of B.C. Tel's removal of the private line mileage charges.

NOVEMBER 14TH COW MEETING (continued)

CWS2/96/11/14

- Disastrous Farming Situations

MOVED by Director Thorlakson, SECONDED by Director Kusk, that the following letters regarding the Disastrous Farming Situation in the Peace River Area be received:

- a) October 30th, 1996 letter from the National Farmers' Union.
- b) November 5th, 1996 letter from the B.C. Grain Producers' Association.

CWS2/96/11/15

- B.C. Rail Grant-in-Lieu

MOVED by Director Thorlakson, SECONDED by Director Kusk,

- a) That the October 25th, 1996 report from John Slowinski, Director of Finance regarding the B.C. Rail Grant-in-Lieu of Taxes be received; and
- b) That the Regional Board endorse Option Three as revised by the Director of Finance.



CWS2/96/11/16

MOVED by Director Thorlakson, SECONDED by Director Leahy, that the motion be amended to include payment to the District of Taylor and the District of Tumbler Ridge of the Regional District portion of the Grant-in-Lieu they received.

The Chairman called the question on the amending motion.

Peace River Regional District

REPORT

To : Chairman and Directors of the Regional District Board

From: John Slowinski, Director of Finance

Date: October 25, 1996

Re : B.C. Rail Grant-in-Lieu of Taxes

At the October 24th meeting I was asked to rework distribution option 3 further, and to utilize the M.O.U. in part for the allocation.

The following is option 3 as originally calculated

<u>OPTION 3</u>	<u>ALLOCATION</u>
Admin	153,543
Weed Control	19,033
Parks	11,417
Recreation	8,142

	192,135
Rural Directors	74,303

	266,438
	=====

I have taken the "allocation" to the region wide services (\$192,135) and applied the M.O.U. 1996 distribution formula with the Rural Area receiving 10% plus the \$74,303 attributed to rural only services.

D Creek	65,491
FS John	84,437
Chetwynd	15,599
H Hope	1,635
P Coupe	5,760
T Ridge	0
Taylor	0

	172,922
Rural Area	93,517

	266,438
	=====

R-1

To: Chair and Directors of the Regional District
From: Director Karen Goodings, Chair, Electoral Area Directors' Committee
Re: Committee Meeting Recommendations
Date: April 20, 2004

The following are recommendations arising from the April 19, 2004 Electoral Area Directors' Committee for the Regional Board's consideration and approval. The meeting minutes are on the Consent Calendar for your perusal.

Background:

In 1998, it was recommended and adopted that the grants-in-lieu received from BC Hydro and BC Rail would be allocated as revenue to functions where all jurisdictions participate and used to reduce taxation for all taxpayers in these jurisdictions. Since that time, the Regional District has increased its functions. The Finance Department requires confirmation that this practice is to be continued.

BC Hydro / BC Rail Grants-in-Lieu

that the Electoral Area Directors' Committee recommend to the Regional Board:

- a) that the Regional Board re-confirm that BC Hydro / BC Rail Grants-in-lieu continue to be allocated to regional functions that all jurisdictions participate in.

/sg

MAY 20 2004

R.4



RURAL BUDGETS ADMINISTRATION COMMITTEE FUNDING POLICIES

GAS TAX GRANT FUNDING

The Rural Budgets Administration Committee may utilize the "Gas Tax" (New Deal - Community Works Fund) annual grant provided from the Federal Government and Provincial Government through UBCM.

These funds may be used to provide grants for projects that meet the official criteria as provided from time to time by the Federal Government, the Provincial Government and UBCM.

Examples of the types of projects that may be considered for funding are:

1. developing or upgrading drinking water systems to improve quality, reduce water use, increase energy efficiency, and secure water supply in the face of a drought;
2. developing or upgrading waste water systems to improve service and increase energy efficiency;
3. community energy systems (wind, solar, thermal, etc.);
4. implement innovative technologies that support environment; and
5. retrofits to reduce energy and GHG emissions.

Application for Grant:

The applicant (including a function of the Regional District) must provide full details of the project, the cost, other sources of revenues and the projected savings and benefits.

The applicant (if not a function of the Regional District) must be a not-for-profit society in good standing and provide a financial statement.

Grant recipients must recognize the Regional District for its contribution through:

- display of a certificate or plaque; and
- a joint press release.

Gas Tax Fund

Guidelines for Identifying Project Eligibility for Community Works Fund Projects

Last updated on March 31, 2020



This document is provided by the Union of BC Municipalities (UBCM) to support local government decision-making with regard to the expenditure of allocated Federal Gas Tax Funds, delivered through the Community Works Fund (CWF) program. The CWF provides dedicated, predictable long-term funding to all local governments in British Columbia to support local priorities. UBCM administers the Federal Gas Tax Fund in British Columbia.

Community Works Fund

The Community Works Fund (CWF) is one of three program streams established under the *Administrative Agreement on the Federal Gas Tax Fund in British Columbia* (GTA).

The CWF transfers over \$100 million in federal revenues annually to local governments in British Columbia. In turn, local governments invest CWF allocations within a range of capital and capacity building projects and in accordance with the program's eligibility framework.

In order to receive annual CWF allocations, all local governments enter into an agreement with UBCM which sets out the terms and conditions of the program, including outlining eligible project categories, eligible costs and reporting requirements. The agreement also lays out provisions for providing funding to a third party for eligible projects.

Eligibility Framework for CWF projects

As projects are identified at a local government level and not approved by UBCM in advance, local governments must make a determination on whether a project meets the eligibility requirements set out in the CWF agreement. While Community Works Funds may be used for a broad range of eligible costs for eligible projects, not every local infrastructure will be eligible.

For projects to meet eligibility in BC, they need to be reviewed under a three-step process: the funds may only be utilized by one of the entities set out in the "Ultimate Recipient" definition within the GTA; the funds must be applied towards the eligible expenditures of an eligible project as set out within an "Eligible Project Category", and the project must meet the definition of "Infrastructure", as defined in the Agreement.

1. Is the recipient eligible?

An "Ultimate Recipient" is defined in Annex A of the Agreement as:

- (i) a Local Government or its agent (including its wholly owned corporation);
- (ii) a non-municipal entity, including for-profit, non-governmental and not-for-profit organizations, on the condition that (a) the Local Government(s) where the Eligible Project would be located, if applicable, has (have) indicated support for the project through a formal resolution of its (their) council(s) or board(s).
- (iii) the South Coast British Columbia Transportation Authority, the Greater Vancouver Water District and the Greater Vancouver Sewerage and Drainage District; a trust council, a local trust committee and the trust fund board, all within

the meaning of the Islands Trust Act, and any other entity that delivers core local government services agreed to, in advance, by the Parties; and,

(iv) BC Transit subject to the agreement of the appropriate Local Government, through its council or board. In the case of transit Eligible Projects within the Capital Regional District, the appropriate Local Government is the Capital Regional District.

It is important to note that for all non-municipal entities, the council or board must still support the transfer of funds to that Ultimate Recipient for eligible costs of an eligible project through a formal resolution.

It is also strongly recommended that the local government and the Ultimate Recipient enter into an agreement that sets out the commitments of both parties for the use of funds, including reporting of project outcomes, public access to the infrastructure, and access to documentation for audit purposes.

2. Eligible Project Categories

The Eligible Project Categories are set out in Schedule B of the GTA. The Agreement stipulates that eligible investments are those associated with acquiring, planning, designing, constructing or renovating a tangible capital asset; or strengthening the ability of local governments to improve local and regional planning and asset management; and joint communications activities or federal signage.

The table below provides a list of Eligible Project Categories with some examples of the types of projects considered under each category:

Project Category	Description	Examples
Public Transit	Infrastructure which supports a shared passenger transport system which is available for public use	<ul style="list-style-type: none"> • Transit infrastructure such as rail and bus rapid transit systems, and related facilities • Buses, rail cars, ferries, para-transit vehicles, and other rolling stock and associated infrastructure • Intelligent Transport Systems such as fare collection, fleet management, transit priority signaling, and real time traveler information system at stations and stops • Related capital infrastructure including bus lanes, streetcar and trolley infrastructure, storage and maintenance facilities, security enhancement, and transit passenger terminals
Local Roads,	Roads, bridges and	<ul style="list-style-type: none"> • New and rehabilitation of roads

Project Category	Description	Examples
Bridges, and Active Transportation	active transportation (active transportation refers to investments that support active methods of travel)	<ul style="list-style-type: none"> • New and rehabilitation of bridges • Cycling lanes, paths, sidewalks and hiking trails • Intelligent Transportation systems • Additional capacity for high occupancy/transit lanes, grade separations, interchange structures, tunnels, intersections and roundabouts
Regional and Local Airports	Airport related infrastructure (excludes National Airport System)	<ul style="list-style-type: none"> • Construction projects that enhance airports and are accessible all year-round, through the development, enhancement or rehabilitation of aeronautical and/or non-aeronautical infrastructure (includes runways, taxiways, aprons, hangars, terminal buildings etc.) • Non-aeronautical infrastructure such as groundside access, inland ports, parking facilities, and commercial and industrial activities
Short-line Rail	Railway related infrastructure for carriage of passengers or freight	<ul style="list-style-type: none"> • Construction of lines to allow a railway to serve an industrial park, an intermodal yard, a port or a marine terminal • Construction, rehabilitation, or upgrading of tracks and structures, excluding regular maintenance, to ensure safe travel • Construction, development or improvement of facilities to improve interchange of goods between modes • Procurement of technology and equipment used to improve the interchange of goods between modes • Short-line operators must offer year-round service
Short-sea Shipping	Infrastructure related to the movement of cargo and passengers around the coast and on inland waterways, without directly crossing an ocean	<ul style="list-style-type: none"> • Specialized marine terminal intermodal facilities or transshipment (marine to marine) facilities • Capitalized equipment for loading/unloading required for expansion of short-sea shipping • Technology and equipment used to improve the interface between the

Project Category	Description	Examples
		marine mode and the rail/highways modes or to improve integration within the marine mode including Intelligent Transportation Systems (ITS) <i>Note: The purchase of vessels, infrastructure that supports passenger-only ferry services, rehabilitation and maintenance of existing facilities such as wharves and docks, and dredging are not eligible for funding</i>
Community Energy Systems	Infrastructure that generates or increases efficient use of energy	<ul style="list-style-type: none"> • Renewable electricity generators • Electric vehicle infrastructure/fleet vehicle conversion • Hydrogen infrastructure (generation, distribution, storage) • Wind/solar/thermal/geothermal energy systems • Alternative energy systems that serve local government infrastructure • Retrofit local government buildings and infrastructure
Drinking Water	Infrastructure that supports drinking water conservation, collection, treatment and distribution systems	<ul style="list-style-type: none"> • Drinking water treatment infrastructure • Drinking water distribution system (including metering)
Wastewater	Infrastructure that supports wastewater and storm water collection, treatment and management systems	<ul style="list-style-type: none"> • Wastewater collection systems and or wastewater treatment facilities or systems • Separation of combined sewers and or combined sewer overflow control, including real-time control and system optimization • Separate storm water collection systems and or storm water treatment facilities or systems • Wastewater sludge treatment and management systems
Solid Waste	Infrastructure that supports solid waste management systems including the collection, diversion and disposal of recyclables, compostable	<ul style="list-style-type: none"> • Solid waste diversion projects including recycling, composting and anaerobic digestion • Solid waste disposal projects including thermal processes, gasification, and landfill gas recovery

Project Category	Description	Examples
	materials and garbage	<ul style="list-style-type: none"> • Solid waste disposal strategies that reduce resource use
Sport Infrastructure	Amateur sport infrastructure (excludes facilities, including arenas, which would be used as a home of professional sports teams or major junior hockey teams)	<ul style="list-style-type: none"> • Sport infrastructure for community public use • Sport infrastructure in support of major amateur athletic events
Recreation Infrastructure	Recreational facilities or networks	<ul style="list-style-type: none"> • Large facilities or complexes which support physical activity such as arenas, gymnasiums, swimming pools, sports fields, tennis, basketball, volleyball or other sport-specific courts, or other facilities that have sport and/or physical activity as a primary rationale • Community centers that offer programming to the community at large, including all segments of the population • Networks of parks, fitness trails and bike paths
Cultural Infrastructure	Infrastructure that supports arts, humanities, and heritage	<ul style="list-style-type: none"> • Museums • The preservation of designated heritage sites • Local government owned libraries and archives • Facilities for the creation, production, and presentation of the arts • Infrastructure in support of the creation of a cultural precinct within an urban core
Tourism Infrastructure	Infrastructure that attract travelers for recreation, leisure, business or other purposes	<ul style="list-style-type: none"> • Convention centers • Exhibition hall-type facilities • Visitor centres
Disaster Mitigation	Infrastructure that reduces or eliminates long-term impacts and risks associated with natural disasters	<ul style="list-style-type: none"> • Construction, modification or reinforcement of structures that protect from, prevent or mitigate potential physical damage resulting from extreme natural events, and impacts or events related to climate change • Modification, reinforcement or relocation of existing public infrastructure to

Project Category	Description	Examples
		<p>mitigate the effects of and/or improve resiliency to extreme natural events and impacts or events related to climate change</p> <p><i>Note: this category is related to disaster prevention (such as dykes, berms, seismic upgrades etc.) and not response (such as fire trucks, fire halls etc.)</i></p>
Broadband Connectivity	Infrastructure that provides internet access to residents, businesses, and/or institutions in British Columbia	<ul style="list-style-type: none"> • High-speed backbone • Point of presence • Local distribution within communities • Satellite capacity
Brownfield Redevelopment	Remediation or decontamination and redevelopment of a brownfield site within municipal boundaries, where the redevelopment includes: the construction of public infrastructure as identified in the context of any other category under the GTF, and/or the construction of municipal use public parks and publicly-owned social housing.	<ul style="list-style-type: none"> • New construction of public infrastructure as per the categories listed under the Federal Gas Tax Agreement • New construction of municipal use public parks and affordable housing
Asset Management	Increase local government capacity to undertake asset management planning practices.	<ul style="list-style-type: none"> • Asset Management Practices Assessment • Current State of Assets Assessment • Asset Management Policy • Asset Management Strategy • Asset Management Plan • Long-Term Financial Plan • Asset Management Practices Implementation Plan • Asset Management Plan Annual Report
Integrated Community Sustainability Plans	Increase local government capacity to undertake integrated community sustainability	<ul style="list-style-type: none"> • Integrated community sustainability plans • Regional growth strategies • Community development plans

Project Category	Description	Examples
	plans	<ul style="list-style-type: none"> • Community plans
Long-term Infrastructure Plans		<ul style="list-style-type: none"> • Transportation plans • Infrastructure development plans • Liquid waste management plans • Solid waste management plans • Long-term cross-modal transportation plans • Water conservation/demand management plans • Drought management contingency plans • Air quality plans • GHG reduction plans • Energy conservation plans

3. Definition of Infrastructure/ Public Use or Benefit

“Infrastructure” is defined in Annex A as: *“municipal or regional, publicly or privately owned tangible capital assets in British Columbia **primarily for public use or benefit.**”*

While the Agreement includes guidelines for identifying Ultimate Recipients, a definition of “Infrastructure” as well as “Eligible Project Categories”, a definition for “Public Use or Benefit” is not defined.

Specifically, local government councils and boards, who are responsible for approving Community Works Fund funding allocation will need to identify whether a project is “primarily for public use” or “public benefit” when a non-municipal entity seeks funding.

Although the Agreement does not include a definition for “Public Use or Benefit”, the term has been defined by a number of government and academic sources. The *Canada 150 Community Infrastructure Program* is a federal-provincial partnership program that distributes federal funds to eligible applicants for renovation, expansion and improvement of existing community and cultural infrastructure. For this program, Infrastructure Canada defines “Public Use or Benefit” as: *“The facility or asset is accessible to the public and not limited to a private membership, or confers a tangible benefit on a sufficiently large segment of the public or community.”*

The Canada Revenue Agency (CRA) provides guidelines for determining the characteristics of a “Public Benefit” and has developed a test for determining whether a facility or an asset will be for Public Benefit. While the test was established for charity registration purposes, the criteria used to determine Public Benefit may apply to eligible projects.

The basic requirements for the CRA's test are similar to the definition provided by Infrastructure Canada: a sufficient segment of the community must benefit and the benefit must be demonstrably tangible. The CRA provides further guidelines for defining "tangibility", "proof of benefit", as well as case law references.

4. Determining Public Use or Public Benefit

The set of questions below provides guidance for local government decision-makers to determine if a proposed project primarily provides a public use or benefit.

If the answer is "yes" to each of the following questions, then most likely the criteria for meeting public use or benefit is met. If only some of the questions can be answered in the affirmative, then consideration be given to whether the project provides sufficient public use or benefit.

Public Use:

- Does the proposed project primarily provide a service that is available or open to the public?
- Does the proposed project result in a service that is not limited by private membership?
- Does proposed project primarily result in a publicly owned asset or delivers a public service that a local government traditionally provides?

Benefit:

- Does the project provide a service that is a tangible benefit that aligns with the national outcomes of productivity and economic growth; a clean environment; or strong cities and communities?
- Does the project result in a service that benefits a sufficiently large segment of the public or community?

The following are examples of eligible and ineligible projects based on the three criteria: Ultimate Recipient, Eligible Project Categories and Public Use or Benefit.

Example: Construction of a society-operated community hall:

- **Ultimate Recipient:** Meets requirement (a non-municipal entity, including for-profit, non-governmental and not-for-profit organizations, on the condition that (a) the Local Government(s) where the Eligible Project would be located, if applicable, has (have) indicated support for the project through a formal resolution of its (their) council(s) or board(s).)
- **Eligible Project Category:** Meets requirement (Cultural infrastructure; privately owned tangible capital asset); funds are expended on eligible costs.
- **Public Use or Benefit:**

- Does the proposed project primarily provide a service that is available or open to the public? YES
- Does the proposed project result in a service that is not limited by private membership? YES
- Does proposed project primarily result in a publicly owned asset or delivers a public service that a local government traditionally provides? NO
- Does the project provide a service that is a tangible benefit that aligns with the national outcomes of productivity and economic growth; a clean environment; or strong cities and communities? YES
- Does the project result in a service that benefits a sufficiently large segment of the public or community? YES

Conclusion: This project satisfies the test for public use and benefit.

Example: Installing energy efficient lighting system for common areas in strata housing complex:

- **Ultimate Recipient:** Meets requirement (a non-municipal entity, including for-profit, non-governmental and not-for-profit organizations, on the condition that (a) the Local Government(s) where the Eligible Project would be located, if applicable, has (have) indicated support for the project through a formal resolution of its (their) council(s) or board(s).)
- **Eligible Project Category:** Meets requirement (Community energy systems; privately owned tangible capital asset); funds are expended on eligible costs.
- **Public Use or Benefit:**
 - Does the proposed project primarily provide a service that is available or open to the public? NO
 - Does the proposed project result in a service that is not limited by private membership? NO
 - Does proposed project primarily result in a publicly owned asset or delivers a public service that a local government traditionally provides? NO
 - Does the project provide a service that is a tangible benefit that aligns with the national outcomes of productivity and economic growth; a clean environment; or strong cities and communities? YES
 - Does the project result in a service that benefits a sufficiently large segment of the public or community? NO

Conclusion: This project does not satisfy the test for public use and benefit.

Example: Enhancing sprinkler system for private golf course:

- **Ultimate Recipient:** Meets requirement (a non-municipal entity, including for-profit, non-governmental and not-for-profit organizations, on the condition that (a) the Local Government(s) where the Eligible Project would be located, if

applicable, has (have) indicated support for the project through a formal resolution of its (their) council(s) or board(s).)

- **Eligible Project Category:** Meets requirement (Recreational infrastructure; privately owned tangible capital asset); funds are expended on eligible costs.
- **Public Use or Benefit:**
 - Does the proposed project primarily provide a service that is available or open to the public? NO
 - Does the proposed project result in a service that is not limited by private membership? NO
 - Does proposed project primarily result in a publicly owned asset or delivers a public service that a local government traditionally provides? NO
 - Does the project provide a service that is a tangible benefit that aligns with the national outcomes of productivity and economic growth; a clean environment; or strong cities and communities? YES
 - Does the project result in a service that benefits a sufficiently large segment of the public or community? NO

Conclusion: This project does not satisfy the test for public use and benefit.

5. Reporting

Local governments are required under the GTA to report annually, by June 1, all transactions related to funding during the previous calendar year along with a declaration by the officer responsible for financial administration that the Ultimate Recipient has complied with all funding agreements between it and UBCM.

UBCM, the Government of Canada, and a third party auditor reviews ultimate Recipient reporting. In the event of a question about the eligibility of any projects, UBCM or the audit team will contact the Ultimate Recipient for additional information.

Should a project not meet the eligibility criteria outlined above, local governments will be required to resolve the issue through removing the project from the report and any Gas Tax funding applied to the project must be reinvested in another eligible project or returned to the local government Gas Tax fund account for future use.

6. Questions

If you have questions or comments about this informational pamphlet, please contact:

Gas Tax Program Services
gastax@ubcm.ca
(250) 356-5134

Gas Tax (Community Works Program)

June 30, 2020

	Grant Received	Interest Earned	Projects (Paid)
2005	289,545.36	298.29	289,843.65
2006	289,336.04	14,086.55	593,266.24
2007	386,140.85	30,264.22	1,009,671.31
2008	463,219.74	28,887.14	1,501,778.19
2009	936,194.40	13,703.12	2,451,675.71
2010	922,608.60	13,035.70	3,387,320.01
2011	922,506.94	26,914.61	4,336,741.56
2012	922,506.94	32,841.83	5,292,090.33
2013	922,100.36	42,659.39	6,256,850.08
2014	926,742.08	48,336.05	7,231,928.21
2015	926,420.68	30,981.43	8,189,330.32
2016	957,613.46	14,474.50	9,161,418.28
2017	963,263.74	24,236.66	10,148,918.68
2018	996,018.96	53,324.66	11,198,262.30
2019	2,012,675.71	101,862.40	13,312,800.41
2020		47,585.05	13,360,385.46
TOTALS	12,836,893.86	523,491.60	-7,491,637.01

See Below

5,868,748.45	-
SL # 01-4-0950-0077	Difference

Projects:	Date(s)	Committed	Paid	Outstanding
1 Highway Lighting & Signage (Min. of Transportation)	15-Feb-07 19-Jul-07 15-May-08	397,157.68	397,157.68	0.00
2 Clearview Arena Phase Conversion	27-May-09 19-Nov-09	199,652.19	199,652.19	0.00
3 Rural Sewage System Study (AECOM)	27-May-09 20-May-10	35,248.23	35,248.23	0.00
4 Energy & Emissions Climate Action Plan	17-Sep-09	93,012.40	93,012.40	0.00
5 Kiskatinaw Watershed Research Project	15-Apr-10; 21-Feb-13;	240,000.00	240,000.00	0.00
6 Harper Imperial Community Sewer	20-May-10; 18-Oct-12	70,499.66	70,499.66	0.00
7 Clearview Arena - Chiller	24-Jun-10	40,000.00	40,000.00	0.00
8 Charlie Lake Sewer Monitoring	19-Aug-10; 15-Sep-11	100,000.00	100,000.00	0.00
10 Rural Sewage System Pilot Project	14	0.00		0.00
11 Chet Rec Centre's Aquatic Ventilation System	27-Feb-11	350,000.00	350,000.00	0.00
13 Clearview Arena Variable Frequency Drive	20-Oct-11; 21-Jun-12	12,002.03	12,002.03	0.00
14 Clearview PAC Arena - Energy Efficient Lighting	16-Feb-12; 21-Jun-12	43,307.20	43,307.20	0.00
15 Rolla Swr - Lift Stn Pumps & Electrical	15-Mar-12	25,940.40	25,940.40	0.00
16 FSJ Airt Sub-Upgrade Res. H2O Meters & Infrastructure	15-Mar-12	0.00		0.00
17 Charlie Lake Sewer Lagoon System Upgrading	17-May-12; 24-Jul-14; 20-Nov-14; 01-Dec-16	1,554,144.29	1,554,144.29	0.00
18 Swan Lake Enhancement Watershed Study	17-May-12	57,200.00	57,200.00	0.00
19 Chet Communications Soc: Effic Windows & Doors	16-Aug-12	30,435.00	30,435.00	0.00
20 Electric Vehicle Charging Stations: Frmgnton & CL	15-Nov-12	2,000.00	2,000.00	0.00
21 Lake Point Golf & Country Club; Lighting Retrofit	16-May-13	11,000.00	11,000.00	0.00
22 Tupper Community Hall; Swr System Repair	16-May-13	13,949.25	13,949.25	0.00
23 Kelly Lake Community Centre; Upgrades	20-Jun-13	48,607.60	48,607.60	0.00
24 Buick Arena; Upgrades	17-Oct-13	19,240.56	19,240.56	0.00
25 Tomslake & Dist Fire Dept.: Natural Gas Furnace	20-Feb-14	20,000.00	20,000.00	0.00
26 Doe River Rec Comm; Septic Tank Upgrades	20-Feb-14	2,565.50	2,565.50	0.00
27 Little Prairie Heritage Soc.; Museum Lighting	20-Feb-14	5,783.85	5,783.85	0.00
28 Clearview Arena; Boiler and Water Heater	20-Feb-14	40,000.00	40,000.00	0.00
29 Clearview Arena; Water System Retrofit	17-Jul-14	7,768.26	7,768.26	0.00
30 Weather Station Purchase & 2yr Operation	16-Oct-14	18,660.00	18,660.00	0.00
31 Waste Water Truck Receiving Facility @ CL	27-Nov-14	3,500,000.00	3,436,012.34	63,987.66
32 Kelly Lake Community Centre; Furnace	17-Dec-15	7,337.40	7,337.40	0.00
33 Buick Creek Community Club; Arena Insulation	15-Sep-16	0.00		0.00
34 Chetwynd Arena; Floor, Condenser, Chiller, Ventilation	16-Mar-17	250,000.00	250,000.00	0.00
35 Clearview Arena; Refrigerant Valve & Brine Pump	27-Apr-17	11,298.00	11,298.00	0.00
36 Chetwynd; Water Treatment & Runway Upgrades	27-Apr-17	150,000.00	150,000.00	0.00
37 Kelly Lake Community Centre; gymnasium furnaces	19-Oct-17	10,800.30	10,800.30	0.00
38 Sweetwater Parkland Farmers Institute; Furnace	24-Jan-18	19,488.00	19,488.00	0.00
39 Osborn Comm Hall; Furnace	24-Jan-18	5,617.50	5,617.50	0.00
40 Sagitawa Christian Camps; Girls Cabin	15-Mar-18	35,000.00	35,000.00	0.00
41 Tupper Community Club; Tupper Hall Furnace	16-Apr-18	7,329.00	7,329.00	0.00
42 Cecil Lake Recreation Commission; Efficient Windows & Doors	23-Aug-18	11,178.51	11,178.51	0.00
43 Pine Valley Seniors; Infrastructure (air conditioning unit)	21-Mar-19	15,129.38	15,129.38	0.00
44 Cutbank Community Club; Interior Wall Covering	21-Mar-19	11,467.87	11,467.87	0.00
45 Doe River Rec Comm; Dishwasher	21-Mar-19	5,000.00	5,000.00	0.00
46 Rolla Rate Payers Assoc; Bathroom Renovations & Flooring	21-Mar-19	2,500.00	2,500.00	0.00
47 Dawson Creek Golf & Country Club; Furnace	27-May-19	5,355.00	5,355.00	0.00
48 Cecil Lake Rec Comm; Hot Water Tank	27-May-19	1,600.00	1,600.00	0.00
49 Cecil Lake Rec Comm; Landscaping, Concrete & Ramp Upgrades	27-May-19	8,000.00	8,000.00	0.00
50 Chetwynd, Dist of; Rec Center Commercial Dishwasher	18-Jun-19	5,939.31	5,939.31	0.00
51 Buick Creek Community Club; Hall Furnace	18-Jun-19	7,832.00		7,832.00
52 Peace Region Internet Soc; Rolla Fiber Project	25-Jul-19	15,000.00		15,000.00
53 NP Fall Fair Soc; New Pump for facility well	25-Jul-19	3,762.49	3,762.49	0.00
54 Pine Valley Exhibition Park; Washroom Renovations	21-Mar-19	55,000.00	50,647.81	4,352.19
55 Cutbank Comm Club; Dishwasher & Water System Improvements	16-Jan-20	19,273.43		19,273.43
56 Clearview Arena Society; Arena Dehumidification System	20-Feb-20/16-Apr-20	160,000.00		160,000.00
57 Kelly Lake Community Centre; Hazardous Materials Study	20-Feb-20	15,000.00		15,000.00
58 Cecil Lake Rec; playground fencing, ball diamonds, dugout area, bleachers	16-Apr-20	86,000.00		86,000.00
59 Chetwynd & Dist. Rod and Gun Club; Interior Lighting	16-Apr-20	10,445.41		10,445.41
60 Rose Prairie Water Stn Pilot Project	21-May-20	100,000.00		100,000.00
61 Clearview Arena Society; Arena Ventilation System	18-Jun-20	160,000.00		160,000.00
Total Projects		8,133,527.70	7,491,637.01	641,890.69

Available after Commitments

5,226,857.76



RURAL BUDGETS ADMINISTRATION COMMITTEE FAIR SHARE POLICIES

RURAL LOAN FUND

The Rural Budgets Administration Committee may utilize the Infrastructure Service grant (\$3.5 million) provided by the Province of BC in March 2005 as a rural loan fund as follows:

- a) to loan dollars to rural infrastructure projects owned by the Regional District where a service area is currently established;
- b) to loan dollars to member municipalities for infrastructure projects that will benefit rural residents where a service area is currently established; or
- c) to loan dollars to registered non-profit societies for rural infrastructure projects.

Application for Loan:

- a) the applicant (including the Regional District, member municipality and non-profit society) must provide a feasibility study that outlines the project and estimated costs; and
- b) non-profit societies must also provide a business case including annual financial statements, a cash flow forecast, and a detailed explanation of how the loan will be repaid.

Interest Rate:

All loans will be charged a rate of one percent (1%) above the interest earned rate at time of the loan (to offset the loss of interest revenue).

Repayment of Loans:

Loans must be repaid by one of the following methods:

- a) through repaying the loan bank over time from the service function taxation or service fees;
or
- b) by payment as set out in a formal loan agreement with the recipient non-profit society.

PEACE RIVER REGIONAL DISTRICT

Report

To: Rural Budgets Administration Committee
From: Kim Frech, Chief Financial Officer
Date: 9 February 2010
Re: Use of Appropriated Surplus - Fair Share Loan Reserve Fund

The Rural Budgets Administration Committee has control of an Appropriated Surplus Fund that was established from a one-time Fair Share grant. After sitting untouched, earning interest for a couple of years it was decided that a good use of these funds would be to provide repayable grants to Regional District functions as well as to non-profit organizations that would qualify for a Fair Share grant. This is proving to be a very good use of these funds to assist with capital projects as well as to ensure funds are available in the future to fund projects.

The second use that has developed for these funds was to provide non-repayable grants from the interest earned on the account and repaid on repayable grants.

What has not been standardized is the fee to charge on the repayable grant and therefore to ensure all are treated the same the following policy is being proposed.

THAT the Rural Budgets Administration Committee may provide repayable grants from the Appropriated Surplus Fair Share Loan Reserve Fund to Regional District Functions for capital and other projects and also to non-profit organizations that would qualify for Fair Share Funding for capital projects; and

THAT the repayable grants may be for a maximum term of 10 years; and

THAT due to not wanting varying annual payments, the annual payment is calculated by: 1) the principal divided by the term, plus 2) the total term interest divided by the term; and

THAT the rate charged will be an amount to compensate for the interest earned on the funds that will no longer be in the Municipal Finance Authority interest bearing accounts and will be calculated by using the one year percent of MFA interest earned on the Intermediate Fund plus 1% rounded up to the nearest ½ percent.

SAMPLE GRANT REPAYMENT SCHEDULE

Amount of Repayable Grant	1,200,000
Term to Repay Grant	10
Annual Principal Repayment	120,000
Rate (MFA Intermediate 1-year %)	3.76%
As of: 31-12-09 + 1% Rounded Up to 1/2 %	5.00%

<u>Principal</u>		<u>Fee</u>	<u>Total</u>
1,200,000	5%	60,000	180,000
1,080,000	5%	54,000	174,000
960,000	5%	48,000	168,000
840,000	5%	42,000	162,000
720,000	5%	36,000	156,000
600,000	5%	30,000	150,000
480,000	5%	24,000	144,000
360,000	5%	18,000	138,000
240,000	5%	12,000	132,000
120,000	5%	6,000	126,000
Total		330,000	1,530,000

Annual Payment - Principal	120,000
Annual Equal Payment - Interest	33,000
Total Annual Equal Payment	153,000

Rural Loan Fund (and Grants from Interest)

June 30, 2020		Loans Approved	Interest Earned & Grants Given	Loans Issued	Loan Repayments	GL Balance 01-4-0950-074	Outstanding Loan Balance
Original Amount							
Interest Earned on Account							
	2005		66,892.03			3,500,000.00	
	2006		141,582.15			3,566,892.03	
	2007		156,126.68			3,708,474.18	
	2008		123,799.94			3,864,600.86	
	2009		33,183.33			3,988,400.80	
	2010		21,246.05			4,021,584.13	
	2011		33,501.44			4,042,830.18	
	2012		38,196.75			4,076,331.62	
	2013		36,329.10			4,114,528.37	
	2014		38,329.95			4,150,857.47	
	2015		29,067.02			4,189,187.42	
	2016		27,780.75			4,218,254.44	
	2017		35,296.56			4,246,035.19	
	2018		61,897.70			4,281,331.75	
	2019		71,048.79			4,343,229.45	
	2020		33,253.85			4,414,278.24	
LOANS / GRANTS						4,447,532.09	
1	Hospital Loan (2007)	502,153.72	4,877.75	-502,153.72	502,153.72	4,452,409.84	-
2	Friesen Sewer (2007-15 @ \$5,720) (Principal \$3,728 / Interest \$1,992)	33,548.00	17,932.00	-33,548.00	33,548.00	4,470,341.84	-
3	Charlie Lake Fire Truck (2008-10 @ \$57,750) (Principal \$46,367.70 / Interest \$11,382.30) NOTE: Principal for 2010 is \$42,175.20	134,910.60	34,147.40	-134,910.60	134,910.60	4,504,489.24	-
4	Charlie Lake Sewer (2008-11 @ \$25,706) (Principal \$18,811.34 / Interest \$6,894.66) NOTE: Loan reduced by MFA Actuarial amount NOTE: Principal for 2011 is \$18,795.23	75,229.25	27,578.64	-75,229.25	75,229.25	4,532,067.88	-
5	DC Stables (2008-12 @ \$18,350.47) (Principal \$14,550.47 / \$15,241.62 / \$15,965.60 / \$16,723.96 / \$17,518.35) (Interest: \$3,800.00 / \$3,108.85 / \$2,384.88 / \$1,626.51 / \$832.12)	80,000.00	11,752.35	-80,000.00	80,000.00	4,543,820.23	-
6	Halfway Graham (Insurance - 2007)	1,107.00	0.00	-1,107.00	1,107.00	4,543,820.23	-
7	Solid Waste (2009-11 @ \$177,144) (Principal \$166,667 / Interest \$10,477)	500,000.00	20,954.00	-500,000.00	500,000.00	4,564,774.23	-
8	Chetwynd Comm. (2009-18 @ \$35,002) (Principal \$27,500 / Interest \$7,502)	275,000.00	75,020.00	-275,000.00	275,000.00	4,639,794.23	-
9	Rural Sewer System Study (see #A below)		-35,248.23			4,604,546.00	-
10	Big Bam Ski Hill (see #B below)		-4,000.00			4,600,546.00	-
11	Bear Mountain Ski Hill (up to \$6,500-Dec. 18/09)	5,505.00	13.34	-5,505.00	5,505.00	4,600,559.34	-
12	CL Sewer Monitoring (2010-35965 inc 2361.67 int) 2010-12	100,000.00	7,895.11	-100,000.00	100,000.00	4,608,454.45	-
13	FSJ Grain Elevator-NP Farmers Inst. (2011-2015 @21296.83) (Principal \$19,013.72/\$19,494.54/\$19,987.53/\$20,492.99/\$21,011.22) (Interest: \$2283.12/\$1802.29 / \$1309.30 / \$803.85 / \$285.61)	100,000.00	6,484.15	-100,000.00	100,000.00	4,614,938.60	-
14	New FSJ Fire Hall (2020)	750,000.00		-750,000.00	750,000.00	4,614,938.60	-
15	Harper Imperial Sewer Function	509,460.23	9,672.68	-509,460.23	509,460.23	4,624,611.28	-
16	Rural Sewer System Pilot Project (see C below)	-				4,624,611.28	-
17	Whiskey Jack Nordic Ski Club; Interim Financing	20,000.00		-20,000.00	20,000.00	4,624,611.28	-
18	Public Sewage Facility Design & Tender in CL (Sep 11/14);	-		0.00		4,624,611.28	-
19	Temp Storage Lagoon to Accept Septic Waste		-448,503.78			4,176,107.50	-
20	NP Farmers Institute; Facility Upgrades (Principal 15000/Qtr; Interest: 528.18/Qtr x20 pymts)	300,000.00	8,450.88	-300,000.00	240,000.00	4,124,558.38	60,000.00
21	Whiskey Jack Nordic Ski Club; Beaton Park Day Lodge	181,000.00				4,124,558.38	-
Totals		3,567,913.80	684,558.38	-3,386,913.80	3,326,913.80	4,124,558.38	60,000.00
Less: Remaining Unissued Approved Grants (below)			0.00	-60,000.00			
Remaining Balance Available for Grants from Interest			684,558.38				
						GL 01-4-050-0074	4,109,030.20
						Difference	15,528.18
						Available Funds	
						Difference	15,528.18

GRANTS APPROVED FROM LOAN FUND INTEREST					Original Amount	3,500,000.00
	Date(s)	Approved	Issued	Remaining	Loans Issued	- 3,386,913.80
A	Rural Sewer System Study	27-May-09	35,248.23	-35,248.23	0.00	Loans Repaid
B	Big Bam Ski Hill	17-Dec-09	4,000.00	-4,000.00	0.00	Loans Outstanding
C	Rural Sewer System Pilot Project	17-Feb-11; 20-Feb-14	0.00	0.00	0.00	Loans Unissued
D	Temp Storage Lagoon to Accept Septic Waste	20-Nov-14	448,503.78	-448,503.78	0.00	Funds Available
						3,259,000.00
					0.00	Interest Less Grants
					0.00	Unissued Grants
					0.00	Available for Grants
						684,558.38
Insert Additional Lines Above Here		487,752.01	-487,752.01	0.00		



RURAL BUDGETS ADMINISTRATION COMMITTEE FAIR SHARE POLICIES

FRINGE AREA FUNDING

That the \$1,750,000 (plus interest) one-time Fair Share Fringe Area funding be allocated to any host municipality providing water or sewer services to the electoral area, until such time as the fund is depleted. These funds are intended to support additional capacity to municipal infrastructure for rural service impacts in exchange for long-term guaranteed access to the municipal service for the Electoral Areas.

Updated at the June 18, 2015 RBAC Meeting



REPORT

To: Rural Budgets Administration Committee

Report Number: FN-RBAC-020

From: Teri Vetter, Chief Financial Officer

Date: August 12, 2020

Subject: June 2020 Financial Report

RECOMMENDATION:

That the Rural Budgets Administration Committee receive the "June 2020 Financial Report FN-RBAC-020" 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. Attach - June 2020 RBAC Financials



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

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	125,668.00	
	Big Bam Ski Hill				-			-
9,800.00	Buick Creek Community Club	-		-	-	-	-	-
7,000.00	Cache Creek Community Club				-		-	-
5,000.00	Cecil Lake Rec. Commission				-	(0.00)	-	(0.00)
	Fort St. John Gradfest	-		-	-	1,000.00		1,000.00
2,850.00	Golata Creek Recreation Society		1,894.09		--		-	1,894.09
710.00	Goodlow Community Club		8,023.16		--	-	-	8,023.16
	Halfway Graham Community Club	(0.00)			-			(0.00)
10,930.00	King's Valley Christian Camp	-		-		7,621.50	-	7,621.50
16,662.00	Montney Rec. Commission	-	-	686.42	4,623.28	17,500.00	-	22,809.70
3,900.00	North Peace 4-H District Council	-	-	-	-	-	-	-
6,600.00	North Peace Fall Fair Society	-	-	-	-	-	-	-
24,000.00	North Peace Historical Society	-	-	-	0.00	-	-	0.00
	North Peace Light Horse Assn.	-			-			-
	North Peace Ride for Disabled	-						-
930.00	Osborn Community Club	2,830.05	1,656.42		1,678.00	16,070.00	-	22,234.47
11,800.00	Rock of Ages Bible Camp					2,386.23		2,386.23
21,986.00	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
125,668.00	Total Area B	2,830.05	11,573.67	686.42	6,301.28	47,607.48	-	68,998.90
		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	10,800.00	
	Big Bam Ski Hill							-
10,800.00	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.	-			-			-
5,000.00	Area C Scholarship (5 @ \$1,000)	-	-	-	-	-		-
1,000.00	Youth Travel	-	-	-	-	800.00		800.00
16,800.00	Total Area C	-	0.00	-	1,592.42	15,736.01	-	17,328.43

		2015	2016	2017	2018	2019	2020	GIA Remaining
AREA E		Budget	Budget	Budget	Budget	Budget	Budget	
		102,000.00	102,000.00	102,000.00	102,000.00	103,000.00	103,000.00	
		Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
		102,000.00	102,000.00	102,000.00	102,000.00	103,000.00	98,000.00	
8,850.00	Camp Emile					8,307.24	-	8,307.24
	Chetwynd & Dist Rec. Centre	-	-	-	-			-
15,000.00	Chetwynd Electric Eels Swim Assn.	-	-	-	-	10,000.00	-	10,000.00
2,500.00	Chetwynd Gymkhana	-	63.08	-	-	-	-	63.08
10,775.40	Chetwynd Rod & Gun Club	-	-	-	-	-	-	-
8,000.00	Chetwynd Social Planning Society	-	-	-	-	-	-	-
	Chetwynd Horse Club Society			-	1,373.75	4,340.00		5,713.75
12,500.00	Foothills Team Roping Club	-	-	-	-	35.00	-	35.00
	Jackfish Community Association	-	2,080.56	15,500.00	-			17,580.56
15,000.00	Little Giants Figure Skating Club	-	-	-	-	-	-	-
3,100.00	Little Prairie Heritage Society	-		311.98	3,452.91	5,551.76	-	9,316.65
3,900.00	Moberly Lake Community Assn.	-		973.89	-	2,788.95	-	3,762.84
12,694.60	Pine Valley Exhibition Park Soc.	-	-	2,235.49	3,785.80			6,021.29
	Pine Valley Motor Sports	-			-			-
2,680.00	Pine Valley Seniors Assn.	-	-	-	-	120.00	-	120.00
	Sagitawa Christian Camping Society				-			-
1,000.00	Area E West Bursary (2 @ \$500)	-	-	-	-	-		-
2,000.00	Youth Travel	-	-	-		2,000.00		2,000.00
98,000.00	Total Area E	-	2,143.64	19,021.36	8,612.46	33,142.95	-	62,920.41
		2015	2016	2017	2018	2019	2020	GIA Remaining
SUB-REGIONAL		Budget	Budget	Budget	Budget	Budget	Budget	
		150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	200,000.00	
		Allocated	Allocated	Allocated	Allocated	Allocated	Allocated	
		150,000.00	150,049.93	150,000.00	150,000.00	150,000.00	200,000.00	
15,000.00	ARK - Dawson Creek Youth Centre Society	-	-	-	-	-	-	-
8,000.00	Bessborough Community Club	-	-	-	-	-	-	-
19,881.00	Cutbank Community Club	-	-	-	-	-	-	-
22,586.59	Dawson Creek Sportsman's Club	-	-	-	-	23,673.19	-	23,673.19
	Doe River Gymkhana Club		4,047.05					4,047.05
9,214.67	Doe River Recreation Commission	-	-	-	-	-	-	-
15,000.00	Farmington Community Association	-	-	-	-	-	-	-
2,110.00	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
20,795.70	McLeod Rec. & Social Services Society	-	-	-	-	(0.00)	-	(0.00)
20,500.00	Rolla Ratepayers	-	-	-	-	0.00	-	0.00
23,410.44	Sunset Prairie Recreation Commission	-	(0.00)	2,126.23	42.83	5,345.66	-	7,514.72
800.00	Swan Lake Enhancement Society	-	-	-	-	-	-	-
	Sweetwater 905 Society			225.00				225.00
6,000.00	Tomslake Community Cultural Assn.	-	-	-	-	0.00	-	0.00
14,201.60	Tomslake & District Rec Commission	-		-	-	-	-	-
18,000.00	Tupper Community Club	-	-	-	2,207.84	0.00	-	2,207.84
3,000.00	Sub Reg. Trade Bursary & Scholarship (\$1,500 each)	-	-	-	-	1,500.00		1,500.00
1,500.00	Youth Travel	-	-	-	-	1,200.00		1,200.00
200,000.00	Total Sub-Regional	-	10,605.77	4,383.59	3,375.67	33,808.85	-	52,173.88
440,468.00	COMBINED GRAND TOTALS	2,830.05	24,323.08	24,091.37	19,881.83	130,295.29	-	201,421.62

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 Volleyball	500							500				
	Juvenile Boys Curling Team (alberta league)	500							500				
	Ron Pettigrew Sr. Boy Basketball									500			
	DC Volleyball Club u15, u16, u17_18									1000			
20-Dec-18	DCSS Grade 9 Girls Volleyball										250		
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	Amanda Willms	2,000	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	2,000	

Area C Scholarship

Year	Name	Amount		Date Claimed
		Amount	Remaining	
2020	Austin Lewis	1,000	1000	
2020	Adam Rogers	1,000	0	10-Jul-20
2020	Emily Ruehl	1,000	1000	
2020	Nicolas Gulio	1,000	1000	
2020	Shane Bontron	1,000	1000	
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	4,000	

Area E Bursary

Year	Name	Amount		Date Claimed
		Amount	Remaining	
2020	Tristan Gerry	500	500	
2020		500	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	1,000	

Sub-Regional Bursary & Scholarship

Year	Name	Amount		Date Claimed
		Amount	Remaining	
2020	Austin Riley - Trades	1,500	1500	
2020	Sydnee Stewart - Scholarship	1,500	1500	
2019	Ashton Jobson	1,500	1500	
2019	Rory Todd	1,500	0	28-May-20
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	4,500	

Fair Share Commitments				K. Goodings Area B	B. Sperling Area C	L. Hiebert Area D	D. Rose Area E	Total Fair Share
June 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
								-
Date Committed		Commitment Amount	Previous Yrs. Payments	Fair Share Payments This Year				Remaining Commitment
COMMITMENTS								
Area B								
Clearview Arena; Service Operational Costs	Feb 20, 2019	5,985.00						5,985.00
Electrical Extension Grants	Ongoing	8,000.00		8,000.00				-
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		12,332.33				2,667.67
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	118,782.33	-	-	-	695,240.88
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			5,000.00		927,609.74
Sunrise Valley Mtn Cemetery Assn; Shelter Belt, Fencing	Jun 18, 2020	8,000.00				8,000.00		-
		1,133,750.00	99,090.26	-	-	17,000.00	-	1,017,659.74
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				1,690,543.61	1,253,817.02	3,235,435.27	2,887,985.14	9,067,781.04
Total Remaining Commitment				695,240.88	157,685.87	1,017,659.74	756,474.71	2,627,061.20
Balance After Remaining Commitments				995,302.73	1,096,131.15	2,217,775.53	2,131,510.43	6,440,719.84
				Area B	Area C	Area D	Area E	

Peace River Agreement Commitments					June 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	335,094.73					83,257.27
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			445,364.07	-	-	-	-	234,732.63
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					179,818.19			1,259,286.90
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
Chetwynd, Dist of; Wild-land Fire Protection Unit	Jun 18, 2020	25,000.00		4				25,000.00		-
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		-
		1,142,823.33						98,833.33		948,027.26
Total Peace River Agreement GL Balance at Month End					2,211,451.71	3,656,347.07	2,331,228.88	2,777,126.89	10,976,154.55	
Total Remaining Commitment					234,732.63	750,250.00	1,259,286.90	948,027.26	3,192,296.79	
Balance available after remaining commitments					1,976,719.08	2,906,097.07	1,071,941.98	1,829,099.63	7,783,857.76	
					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	June 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
<u>Commitments Remaining</u>						
Arras Fire Brigade; Prespatou Mtg Appreciation CLFD; Hose Lay Competition Banquet Hasler Flats Comm Group; Society Status Consulting		500.00	65.87		1,000.00	
Total Commitments		500.00	65.87	-	1,000.00	1,565.87
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 June 30, 2020

RESERVES	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	\$ 37,721.44
	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	\$ 21,670.26
	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	\$ 10,976,154.55
	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)	\$ 4,124,558.38
	*Fair Share	\$ 9,067,781.04	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	\$ 58,134,587.58

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

Uncommitted Rural Loan Funds Available: 3,259,000.00				
Unissued Loans Approved: 181,000.00				
Rural Loan Fund Balance: 3,440,000.00				
Loans in Loan Fund	Date Committed	Loans Approved	Loans Issued	Outstanding Balance
NP Farmers Institute; Grain Elevator Upgrades (2021)	21-Jul-16	300,000.00	300,000.00	60,000.00
Whiskey Jack Nordic Ski Club; Beatton Park Day Lodge	17-Jan-19	181,000.00		
Total		481,000.00	300,000.00	60,000.00

"Grants" from Loan Fund Interest	Date Committed	Approved	Issued	Outstanding
Total		-	-	-
Grants Available From RLF Interest:				684,558.38

Rural Loan Fund Reserve Balance:	4,124,558.38
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Uncommitted Community Works (Gas Tax) Funds Available :	\$5,226,857.76
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Community Works (Gas Tax) Commitments	Date Committed	Project No. (If applicable)	Committed	Previous Years Paid	Current Year Paid	Remaining Commitment
Buick Creek Community Club; Hall Furnace	18-Jun-19		7,832.00			7,832.00
Cecil Lake Rec. Comm; Fencing, Ball diamonds, Bleachers	16-Apr-20		86,000.00			86,000.00
Chet & Dist. Rod & Gun Club; Interior Lighting	16-Apr-20		10,445.41			10,445.41
Clearview Arena Soc.; Arena Dehumidification System	20-Feb-20/16-Apr-20		160,000.00			160,000.00
Clearview Arena Soc.; Ventilation System	18-Jun-20		160,000.00			160,000.00
Cutbank Comm. Club; Dishwasher, Water Improvements	16-Jan-20		19,273.43			19,273.43
Kelly Lake Comm. Centre; Hazardous Materials Study	20-Feb-20		15,000.00			15,000.00
Pine Valley Exhibition Park; Washroom Renos	21-Mar-19		55,000.00	50,647.81		4,352.19
Peace Region Internet Soc; Rolla Fiber Project	25-Jul-19		15,000.00			15,000.00
Rose Prairie Water Station Pilot Project	21-May-20		100,000.00			100,000.00
Waste Water Receiving Facility at Charlie Lk	27-Nov-14	14-512	3,500,000.00	3,436,012.34		63,987.66
Total			\$4,128,550.84	\$3,486,660.15	\$0.00	\$641,890.69

Gas Tax Reserve Balance:	5,868,748.45
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Rural Budgets Administration Committee

Diary Items

Item		Status	Notes	Diarized
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