



RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING MINUTES

THURSDAY, NOVEMBER 19, 2020

LOCATION	Peace River Regional District Office, Dawson Creek, BC	
ATTENDANCE	Directors	Staff
	Director Sperling, Meeting Chair	Shawn Dahlen, Chief Administrative Officer
	Director Goodings	Crystal Brown, Electoral Area Manager
	Director Hiebert	Teri Vetter, Chief Financial Officer
	Director Rose	Paulo Eichelberger, GM of Environmental Services
		Kari Bondaroff, Environmental Services Manager
		Hunter Rainwater, Recorder

1. CALL TO ORDER The Chair called the meeting to order at 1:40 pm.

2. DIRECTORS' NOTICE OF NEW BUSINESS

3. ADOPTION OF AGENDA

Adoption of Agenda

MOVED Director Hiebert, SECONDED Director Rose,
That the Rural Budgets Administration Committee adopt the November 19, 2020 Meeting Agenda.

1. Call to Order

1.1. Meeting Chair - Director Sperling

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 October 15, 2020

6. Business Arising from the Minutes

7. Delegations

8. Correspondence

8.1. BC Natural Resources Forum - 2021

8.2. LGLA Leadership Forum – 2021

8.3. DC Charity Society - Letter

8.4. North Peace Secondary School - 2021 Area B Scholarship

8.5. North Peace Secondary School - 2021 Area C Scholarship

9. Reports

9.1. Grant Request – Montney Cemetery Committee, FN-RBAC-037

9.2. Grant Request – Fort St. John Minor Hockey Association, FN-RBAC-038

9.3. Rolla Sewer Request for Funding, ENV-RBAC-005

9.4. Kelly Lake Sewer Condition Assessment Request for Funds, ENV-RBAC-006

9.5. Sub-Regional Rec and Cultural Grants-in-Aid – Unspent Prior Year Allocations, ADM-RBAC-009

9.6. October 2020 Financial Report, FN-RBAC-036

(Continued on next page)



Adoption of Agenda
(continued)

- 10. Discussion Items**
 - 10.1. Swan Lake Weir
- 11. New Business**
- 12. Diary**
 - 12.1. Diary Items
- 13. Item(s) for Information**
 - 13.1. RBAC Establishing Bylaw
- 14. Adjournment**

CARRIED

4. GALLERY COMMENTS OR QUESTIONS

5. ADOPTION OF MINUTES

- 5.1
Oct. 15/20 RBAC Minutes
- MOVED Director Rose, SECONDED Director Hiebert,
That the Rural Budgets Administration Committee adopt the October 15, 2020 Meeting Minutes as amended to include the following corrections noted by the Chair,
Item 9.5 – Original allocation was \$18,347 not \$7,621.50
Item 9.6 – Approved in 2018 not 2019
Item 9.7 – \$21,000 approved in 2017 not 2018 and \$20,838 in 2018 not 2019

CARRIED

6. BUSINESS ARISING FROM THE MINUTES

Director Goodings asked for an update on how the changes to the Grants-in-Aid application payment process is going. The CFO noted that by paying the grant out right after it gets approved has been more efficient for staff. All societies have to report back on how the funding was spent on January 31st of the following year.

7. DELEGATIONS

8. CORRESPONDENCE

- 8.1
BC Natural Resources
Forum - 2021
- Director Sperling and Director Hiebert will be attending.
- Director Goodings and Director Rose will not be attending.
- 8.2
LGLA Leadership Forum -
2021
- Director Goodings will be attending.
- Director Sperling would like to see an agenda first.
- Director Goodings would like to see the following two topics put forward:
- 1. Agricultural Land Commission
 - 2. Provincial Rules on Enforcing Fire Protection Across the Whole Region
- 8.3
DC Charity Society - Letter
- MOVED Director Hiebert, SECONDED Director Rose,
That the Electoral Area Directors Committee receive the DC Charity Society Letter for information.
- 8.4
North Peace Secondary
School – 2021 Area B
Scholarship
- MOVED Director Goodings, SECONDED Director Rose,
That the Rural Budgets Administration Committee authorize the continuance of one Area B Scholarship for the North Peace Secondary School in the amount of \$2,000.

CARRIED

CARRIED



8.5
North Peace Secondary
School – 2021 Area C
Scholarship

MOVED Director Sperling, SECONDED Director Rose,
That the Rural Budgets Administration Committee authorize the continuance of the Area C Scholarship for the North Peace Secondary School, with the change of reducing the number of awards from 5 to 2 at the value of \$1,000 each.

CARRIED

9. REPORTS

9.1
Grant Request – Montney
Cemetery Committee, FN-
RBAC-037

MOVED Director Goodings, SECONDED Director Hiebert,
That the Rural Budgets Administration Committee authorize a grant in the amount of \$30,000, payable from Electoral Area B Fair Share, to be issued to the Montney Cemetery Committee for the purchase and installation of a columbarium at the Montney Cemetery.

CARRIED

9.2
Grant Request – Fort St.
John Minor Hockey
Association, FN-RBAC-038

MOVED Director Goodings, SECONDED Director Sperling,
That the Rural Budgets Administration Committee authorize a grant in the amount of \$2,500, payable from Electoral Area B Fair Share, to be issued to Fort St. John Minor Hockey Association for the purchase of a “fogger” applicator.

DELT WITH BY THE FOLLOWING

MOVED Director Sperling, SECONDED Director Goodings,
That the Rural Budgets Administration Committee authorize a grant in the amount of \$2,400, payable in equal amounts of \$1,200 from both Electoral Area B Fair Share and Electoral Area C Fair Share, to be issued to Fort St. John Minor Hockey Association for the purchase of a “fogger” applicator.

CARRIED

9.3
Rolla Sewer Request for
Funding, ENV-RBAC-005

MOVED Director Hiebert, SECONDED Director Rose,
That the Rural Budgets Administration Committee approve a funding commitment in the amount of \$50,000, payable from Electoral Area D Peace River Agreement Funds, Spending Item #9 – PRRD Sewer Services Assistance, to be issued to the Rolla sewer function – 607, to complete a condition assessment of the sewer collection system within the Hamlet of Rolla.

CARRIED

MOVED Director Hiebert, SECONDED Director Rose,
That the Rural Budgets Administration Committee approve a funding commitment of \$587,200, payable from the Area D Community Works Gas Tax fund, to be issued to the Rolla sewer function – 607, for the Rolla Sewer Treatment Facility capital work which include safety upgrades, road improvements, aeration system replacement, piping repairs, and upgrades to the outflow system.

CARRIED

9.4
Kelly Lake Sewer Condition
Assessment Request for
Funds, ENV-RBAC-006

MOVED Director Hiebert, SECONDED Director Rose,
That the Rural Budgets Administration Committee approve a funding commitment in the amount of \$100,000, payable from Electoral Area D Community Works Gas Tax, to be issued to the Kelly Lake sewer function – 606, for funding a 2021 condition assessment for the Kelly Lake Wastewater System infrastructure, including but not limited to the collection works, the lift station, and the treatment facility.

CARRIED



9.5
Sub-Regional Rec and
Culture Grants-in-Aid –
Unspent Prior Year
Allocations, FN-RBAC-009

MOVED Director Hiebert, SECONDED Director Rose,
That the Rural Budgets Administration Committee authorize the unclaimed 2019 Sub-Regional Recreational and Cultural Grants-in-Aid South Peace Trades Bursary, in the amount of \$1,500, be returned to the funding area, F221 – Sub Regional Recreation, and used to reduce tax requisition in 2021, since the recipient did not claim within one year as required for bursaries.

CARRIED

9.6
October 2020 Financial
Report, FN-RBAC-036

MOVED Director Rose, SECONDED Director Hiebert,
That the Rural Budgets Administration Committee receive the report titled “October 2020 Financial Report – FN-RBAC-036”, for discussion.

CARRIED

Director Goodings noted that the Wonowon Horse Club received their legal opinion and that Director Goodings has forwarded the grant application on to them in the case that they would like to claim their grant for the legal opinion they received.

10. DISCUSSION ITEM(S)

10.1
Swan Lake Weir

MOVED Director Hiebert, SECONDED Director Rose,
That the Rural Budgets Administration Committee approve a funding commitment in the amount of \$50,000, payable from Electoral Area D Fair Share, to be issued to the Regional Parks function – 200, for funding any emergency works that may be required for repairs and maintenance of the Swan Lake Weir.

CARRIED

11. NEW BUSINESS

12. DIARY

12.1
Diary Items

No changes were made to the Diary.

13. ITEMS FOR INFORMATION

13.1
RBAC Establishing Bylaw

MOVED Director Goodings, SECONDED Director Rose,
That the Rural Budgets Administration Committee receive the RBAC Establishing Bylaw for discussion.

CARRIED

MOVED Director Sperling, SECONDED Director Hiebert,
That the Rural Budgets Administration Committee recommend that the Regional Board amend the Rural Budgets Administration Committee Bylaw No. 1166, 1988 to establish that the persons elected as Chair and Vice-Chair of the Electoral Area Directors Committee become the Chair and Vice-Chair for the Rural Budgets Administration Committee as well.

CARRIED

14. ADJOURNMENT

The Chair adjourned the Meeting at 2:25 pm.

Original Signed By

Director Sperling, Meeting Chair

Original Signed By

Hunter Rainwater, Recorder