



PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING **MINUTES**

DATE: August 20, 2020

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: **Directors**

Director Goodings, Meeting Chair
Director Hiebert
Director Rose
Director Sperling

Staff

Shawn Dahlen, Chief Administrative Officer
Trish Morgan, General Manager of Community Services
Paulo Eichelberger, General Manager of Environmental Services
Kari Bondaroff, Environmental Services Manager
Teri Vetter, Chief Financial Officer
Trevor Ouellette, IT Manager
Crystal Brown, Electoral Area Manager
Kelsey Bates, Deputy Corporate Officer
Kori Elden, Executive Assistant/HR Generalist
Hunter Rainwater, Administrative Clerk

Others

1. **CALL TO ORDER** The Chair called the meeting to order at 10:00 am.

2. **DIRECTORS' NOTICE OF NEW BUSINESS:** None.

3. **ADOPTION OF AGENDA:**

MOVED by Director Rose, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee agenda for the August 20, 2020 meeting be adopted as amended to include Directors' new business:

1. **CALL TO ORDER:**

1.1 Meeting Chair - Director Goodings

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

2.1 Bultery's Community House

2.2 Wonowon Horse Club

3. **ADOPTION OF AGENDA:**

4. **GALLERY COMMENTS OR QUESTIONS:**

5. **ADOPTION OF MINUTES:**

5.1 Rural Budgets Administration Committee Draft Meeting Minutes of June 18, 2020

(Continued on next page)

Adoption of Agenda
(continued)

- 5.2 Rural Budgets Administration Committee Draft Special Meeting Minutes of July 2, 2020
- 5.3 Rural Budgets Administration Committee Draft Special Meeting Minutes of July 9, 2020

6. BUSINESS ARISING FROM THE MINUTES:

7. DELEGATIONS:

8. CORRESPONDENCE:

- 8.1 Fort St. John Seniors' Association Branch #58 – Thank You Letter
- 8.2 Tristin Gerry – Thank You Letter
- 8.3 Mandy Wilms – Thank You Letter
- 8.4 Adam Rogers – Thank You Letter
- 8.5 Austin Lewis – Thank You Letter
- 8.6 Sydnee Stewart – Thank You Letter
- 8.7 7th Annual Resource Breakfast Series
- 8.8 Chris and Rachel Fry – Natural Gas Extension Grant Application
- 8.9 David and Dailyn Huggins – Natural Gas Extension Grant Application

9. REPORTS:

- 9.1 Grant Request – City of Fort St. John, Centennial Park Festival Plaza
- 9.2 Grant Request – Groundbirch Cemetery Committee
- 9.3 Grant Request – Peace Region Forage Seed Association, Pest Monitoring Project
- 9.4 Kelly Lake Community Centre Renovation Project Funding
- 9.5 Notice of Closed RBAC Session – August 20, 2020
- 9.6 UBCM 2020 Convention Attendance
- 9.7 Whiskey Jack Nordic Ski Club – Day Lodge Project Update
- 9.8 RBAC Utilization of Funds – Rural Allocations
- 9.9 June 2020 Financial Report

10. DISCUSSION ITEMS:

11. NEW BUSINESS:

- 11.1 Bulterys Community House
- 11.2 Wonowon Horse Club

12. DIARY:

- 12.1 Diary Items

13. ITEM(S) FOR INFORMATION:

14. ADJOURNMENT:

CARRIED

4. GALLERY COMMENTS OR QUESTIONS: None.

5. ADOPTION OF MINUTES:

5.1
June 18, 2020 RBAC
Minutes

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee Meeting Minutes of June 18, 2020
be adopted.

CARRIED

5.2
July 2, 2020 RBAC
Minutes

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee Meeting Minutes of July 2, 2020
be adopted.

CARRIED

5.3
July 9, 2020 RBAC
Minutes

MOVED by Director Rose, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee Meeting Minutes of July 9, 2020
be adopted.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES: None.

7. DELEGATIONS: None.

8. CORRESPONDENCE:

- 8.1
June 11/20 – Fort St. John Seniors’ Association Branch #58 – Thank You Letter
MOVED by Director Hiebert, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee receive the June 11, 2020 thank you letter from Fort St. John Seniors’ Association Branch #58 for information.
CARRIED
- 8.2
July 16/20 – Tristin Gerry – Thank You Letter
MOVED by Director Rose, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee receive the July 16, 2020 thank you letter from Tristin Gerry for information.
CARRIED
- 8.3
June 29/20 – Mandy Wilms – Thank You Letter
MOVED by Director Goodings, SECONDED by Director Rose,
That the Rural Budgets Administration Committee receive the June 29, 2020 thank you email from Mandy Wilms for information.
CARRIED
- 8.4
June 24/20 – Adam Rogers – Thank You Letter
MOVED by Director Rose, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee receive the June 24, 2020 thank you letter from Adam Rogers for information.
CARRIED
- 8.5
July 15/20 – Austin Lewis – Thank You Letter
MOVED by Director Hiebert, SECONDED by Director Rose,
That the Rural Budgets Administration Committee receive the July 15, 2020 thank you letter from Austin Lewis for information.
CARRIED
- 8.6
June 26/20 – Sydnee Stewart – Thank You Letter
MOVED by Director Hiebert, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee receive the June 26, 2020 thank you letter from Sydnee Stewart for information.
CARRIED
- 8.7
July 28/2020 – Resource Breakfast Series – Program Update
Director Hiebert will attend the Resource Breakfast - Energy Sector Morning.
Director Sperling and Director Goodings will join the entire resource breakfast series.
Director Rose will not be joining the virtual programs.
- 8.8
June 24/20 – Chris and Rachel Fry – Natural Gas Extension Grant Application
MOVED by Director Sperling, SECONDED by Director Rose,
That the Rural Budgets Administration Committee authorize a Natural Gas Extension Grant to Chris and Rachel Fry in the amount of \$5000, payable from Electoral Area C Fair Share.
CARRIED
- 8.9
July 2/20 – David and Dailyn Huggins –
MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee authorize a Natural Gas Extension Grant to David and Dailyn Huggins in the amount of \$5000, payable from Electoral

Natural Gas Extension Area C Fair Share.
Grant Application

CARRIED

9. REPORTS:

Vary the Agenda The Chair varied the agenda to deal with item 9.8 at this time.

9.8 MOVED by Director Sperling, SECONDED by Director Rose,
Aug. 17/20 RBAC That the Rural Budgets Administration Committee receive the report titled “RBAC
Utilization of Funds – Rural Allocations Utilization of Funds - Rural Allocations – FN-RBAC-021”, which outlines possible uses
Rural Allocations for BC Rail, Community Works Gas Tax funds, Peace River Agreement funds, Fair
Share funds, Rural Loan Funds and Fringe Area Funds, for discussion.

CARRIED

MOVED by Director Rose, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee include in the RBAC policy review
a requirement that the Committee reviews all RBAC funding policies during the first
year of every new term.

CARRIED

MOVED by Director Hiebert, SECONDED by Director Rose,
That the Rural Budgets Administration Committee authorize staff to inquire with the
province if the PRRD can use Peace River Agreement funding in collaboration with
member municipalities on infrastructure for shared services, or on member
municipalities capital infrastructure when it benefits the entire region.

CARRIED

9.1 MOVED by Director Sperling, SECONDED by Director Rose,
July 23/20 – Grant That the Rural Budgets Administration Committee defer the report titled “Grant
Request – City of Fort Request – City of Fort St. John, Centennial Park Festival Plaza” to the September 17,
St. John, Centennial 2020 RBAC meeting.
Park Festival Plaza

CARRIED

9.2 MOVED by Director Rose, SECONDED by Director Hiebert,
Aug. 7/20 – Grant That the Rural Budgets Administration Committee authorize a grant in the amount of
Request – \$1,000 payable from Electoral Area E, Cemeteries Grant-in-Aid, to be issued to
Groundbirch Cemetery Groundbirch Cemetery Committee to assist with the care and maintenance of the
Committee lawn at the Groundbirch Cemetery.

CARRIED

9.3 MOVED by Director Sperling, SECONDED by Director Hiebert,
Aug. 7/20 – Grant That the Rural Budgets Administration Committee authorize a grant in the amount of
Request – Peace \$5,000, payable from BC Rail/Peace River Agreements in the amount of \$1,667 from
Region Forage Seed Electoral Area B, \$1,666 from Electoral Area C and \$1,667 from Electoral Area D, to
Association, Pest be issued to Peace Region Forage Seed Association to support their Pest Monitoring
Monitoring Project project.

CARRIED

9.4 MOVED by Director Hiebert, SECONDED by Director Sperling,

Aug. 10/20 – Kelly Lake Community Centre Renovation Project Funding	<p>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.</p> <p>CARRIED</p> <p>MOVED by Director Hiebert, SECONDED by Director Sperling, That the Rural Budgets Administration Committee defer the report titled “Kelly Lake Community Centre Renovation Project Funding – CS-RBAC-003,” to the September 17, 2020 meeting.</p> <p>CARRIED</p>
Vary the Agenda	<p>MOVED Director Hiebert, SECONDED Director Sperling, That the Rural Budgets Administration Committee defer item 9.5 until the end of the meeting.</p> <p>CARRIED</p>
9.6 Aug. 11/20 – UBCM 2020 Convention Attendance	<p>Director Sperling and Goodings will attend from the Fort St. John PRRD office. Director Hiebert will attend from the Dawson Creek PRRD office. Director Rose will not attend.</p>
9.7 Aug. 6/20 – Whiskey Jack Nordic Ski Club Day Lodge Project Update	<p>MOVED by Director Sperling, SECONDED by Director Rose, 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 Beaton Park Day Lodge project, for discussion.</p> <p>CARRIED</p>
9.5 Aug. 11/20 – Notice of Closed RBAC Session – August 20, 2020	<p>MOVED by Director Sperling, SECONDED by Director Rose, 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))</p> <p>CARRIED</p>
9.9 Aug. 12/20 – June 2020 Financial Report	<p>MOVED by Director Rose, SECONDED by Director Hiebert, That the Rural Budgets Administration Committee receive the “June 2020 Financial Report FN-RBAC-020” for discussion.</p> <p>CARRIED</p>
10. DISCUSSION ITEMS:	<p>None.</p>
11. NEW BUSINESS:	
Director Sperling – Bulterys Community House	<p>Chair Sperling met with the Bulterys Community House Board in July 2020. The Chair requested that they share their audited books with the Board and attend a Regional Board meeting as a delegation.</p>
11.1 Director Goodings – Wonowon Horse Club	<p>MOVED by Director Goodings, SECONDED by Director Rose, That the Rural Budgets Administration Committee authorize a \$2500 fund be set up for the Wonowon Horse Club in the amount of \$2500, payable from BC Rail Funds, to fund a legal opinion on ownership of their community hall.</p> <p>CARRIED</p>
12. DIARY:	

12.1 Diary Items MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee remove the Charlie Lake sewer
system item from the diary.

CARRIED

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee remove the Buick School Closure
item from the diary.

CARRIED

9.5 MOVED by Director Sperling, SECONDED by Director Rose,
Aug. 11/20 – Notice of That the Rural Budgets Administration Committee recess to a Closed Meeting for the
Closed RBAC Session – purpose of discussing the following items:
August 20, 2020 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))

CARRIED

13.ADJOURNMENT: The Chair adjourned the meeting at 12:59 pm.

Director Goodings, Meeting Chair

Kori Elden, Recording Secretary