



PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE

MINUTES

December 12, 2024, 10:00 a.m.
1981 Alaska Avenue, Dawson Creek, BC

Directors Present: Chair Rose, Electoral Area E
Vice-Chair Sperling, Electoral Area C
Director Hiebert, Electoral Area D
Alternate Director Reid Graham, Area B (via Zoom)

Staff Present: Shawn Dahlen, Chief Administrative Officer
Roxanne Shepherd, Chief Financial Officer
Tyra Henderson, Corporate Officer
Joanne Caldecott, Deputy Corporate Officer
Kari Bondaroff, General Manager of Environmental Services
Ashley Murphey, General Manager of Development Services
Kevin Clarkson, General Manager of Community Services
Daris Gillis, Environmental Services Manager
Gerritt Lacey, Solid Waste Services Manager
Trevor Ouellette, IT Manager
Ashley Dimapilis, Grants Coordinator
Olivia Lundahl, Electoral Area Officer
Kyla Traichevich, Community Services Clerk
Katherine Lovino, Administrative Clerk/Recorder

1. CALL TO ORDER

The Chair called the meeting to order at 10:17 a.m.

2. ADOPTION OF AGENDA

MOVED Alternate Director Graham

SECONDED Director Hiebert

That the Rural Budgets Administration Committee agenda for December 12, 2024 be adopted:

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. GALLERY COMMENTS OR QUESTIONS

4. ADOPTION OF MINUTES

4.1 Rural Budgets Administration Committee Draft Meeting Minutes of November 14, 2024

5. BUSINESS ARISING FROM THE MINUTES

6. DELEGATIONS

6.1 Young Life Dawson Creek Re: Area Director

6.2 Village of Pouce Coupe Re: New Accessible Park in Core of Pouce Coupe

7. CORRESPONDENCE

(cont'd on next page)



8. REPORTS

- 8.1 2025 Leaders Table Meetings Update, DR-RBAC-029
- 8.2 Kelly Lake Transfer Station Temporary Waste Collection, ENV-RBAC-093

9. NEW BUSINESS

- 9.1 Reallocation of Funds

10. DIARY

- 10.1 RBAC Diary

11. CONSENT CALENDAR

- 11.1 November 2024 Financial Reserves, FN-RBAC-339
- 11.2 Rural Budgets Administration Bylaw No. 1166,1998

12. NOTICE OF MOTION

13. ADJOURNMENT

CARRIED

3. GALLERY COMMENTS OR QUESTIONS

4. ADOPTION OF MINUTES

4.1 Rural Budgets Administration Committee Draft Meeting Minutes of November 14, 2024

MOVED Director Hiebert
 SECONDED Director Sperling

That the Rural Budgets Administration Committee meeting minutes of November 14, 2024 be adopted.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

6. DELEGATIONS

6.1 Young Life Dawson Creek Re: Area Director

Danielle Veach, Chair and Bryce Wisekal, Area Director of Young Life Dawson Creek delivered a presentation titled "Young Life Dawson Creek" which included the following highlights:

- Young Life Mission Statement and Commitment
- Young Life Video - "Young Life ... It Works!"
- Building Authentic Relationship
- The 4 Cs of Young Life: Contact, Club, Campaigners and Camp
- Local Programs
- Young Life Capernaum
- Introducing a new Health Program
- Club Shirts
- Young Life Video - "Show Love"

A question- and- answer period ensued, and discussion included:

- Directors asked why the Club started at 7:02 p.m. and whether schools in the Rural Areas were included. Mr. Wisekal explained that 7:02 p.m. was a marketing tactic for teenagers, emphasizing the oddness of the unique start time to make it memorable. He also included that the Club was working with 10 different schools, including homeschooling communities outside and around the community and high schools.

6.1 Young Life Dawson Creek Re: Area Director (Cont'd)

- Directors asked who funded Young Life Dawson Creek and if they partnered with Camp Sagitawa. The presenter discussed the partnership opportunities with Camp Sagitawa, highlighting the challenge of scheduling conflicts due to overlapping camp dates. The presenter outlined the funding challenges, noting they had received minimal grants and therefore relied on community generosity since 1991.
- Directors suggested the use of the Peace River Regional District's (PRRD) grant writers to help Young Life Dawson Creek with funding. The presenter addressed the issue of grants being ineligible for Christian missions, despite Young Life being non-denominational and inclusive. They also added that they have reached out to the PRRD grant writers and were directed to communicate with grant writers and submit a grant request.
- The Chair asked the presenters if there were any other requests. The presenters emphasized the importance of funding to maintain a program that connected directly with kids and confirmed that they fundraised over 85% of the Director's wage. They had submitted an Electoral Area Grant Application and were asking for \$156,000 (for three years) or an annual grant of \$52,000 to pay for their Area Director Bryce Wisekal.

6.2 Village of Pouce Coupe Re: New Accessible Park in Core of Pouce Coupe

Danielle Veach, Mayor of the Village of Pouce Coupe delivered a presentation regarding a Community Project in her municipality titled "New Accessible Park in Core of Pouce Coupe". She provided details regarding features of the proposed park and outlined the request for support for the project. Ms. Veach explained that a Grant-in-Aid related to the project had been submitted to the PRRD and would be brought forward for consideration in January 2025.

A question-and-answer period ensued, and discussion included:

- Directors mentioned other parks which were accessible and suggested the presenter contact Urban System or the City of Castlegar about their newly built Millennial Park regarding the design, plan and costs involved.
- The presenter also highlighted that though Kin Park's playground had accessible features, a significant slide at the park was inaccessible to children with mobility issues because it required crawling up ropes which limited those children from enjoying the popular feature.

7. CORRESPONDENCE

8. REPORTS

8.1 2025 Leaders Table Meetings Update, DR-RBAC-029

MOVED Director Sperling

SECONDED Director Hiebert

That the Rural Budgets Administration Committee rescind the resolution passed at the October 10, 2024, Rural Budgets Administration Committee meeting regarding Report ADM-RBAC-041 which states "That the Rural Budgets Administration Committee support pre-budget approval for Leaders Table Meetings for 2025 including the cost of the venue, refreshments and lunch at the Pomeroy Hotel and Conference Centre in Fort St. John at



8.1 2025 Leaders Table Meetings Update, DR-RBAC-029 (Cont'd)

an approximate cost of \$5,000 annually; further, that Administration Staff work with Scion Strategies Ltd to organize the meetings.” **DEFERRED**

Directors noted concern regarding staff duties and work involved with Leaders Table meetings. Staff recommended moving into a Closed meeting if the Committee needed further discussion regarding the CAO’s work plan and deliverables. The Corporate Officer confirmed that the topic fell under Section 90(1)(c) of the *Community Charter* pertaining to (c) labour relations or other employee relations; and thus, moving into a Closed meeting was compliant with legislation.

MOVED Director Sperling

SECONDED Director Hiebert

That the Rural Budgets Administration Committee table the motion on the floor arising from the Report titled ‘2025 Leaders Table Meetings Update, DR-RBAC-029’ and authorize a Recess to a Closed Rural Budgets Administration Meeting in accordance with Section 90(1)(c) of the *Community Charter* for the purpose of discussing labor relations at the end of the Rural Budgets Administration Committee meeting and prior to voting on the resolution on the floor.

CARRIED

8.2 Kelly Lake Transfer Station Temporary Waste Collection, ENV-RBAC-093

MOVED Director Hiebert

SECONDED Director Sperling

That the Rural Budgets Administration Committee authorize a funding commitment to a maximum of \$6,500 payable from Electoral Area D Fair Share, to be issued to Function 500 – Regional Solid Waste Management, for the rental, trucking, and tipping of a bulky waste bin at the Kelly Lake Transfer Station during the temporary closure.

CARRIED

9. NEW BUSINESS

9.1 Charlie Lake Sewer Funding Reallocation

MOVED Director Sperling

SECONDED Director Hiebert

That the Rural Budgets Administration Committee approve addition of a New Business item regarding Reallocation of Funds from Gas Tax to Peace River Agreement.

CARRIED

MOVED Director Sperling

SECONDED Alternate Director Graham

That the Rural Budgets Administration Committee unallocate \$1,500,000 of Area C Community Works Gas Tax Fund and approve a funding commitment of \$1,500,000 in Area C Peace River Agreement Funds spending Item #9, to be issued to Function 601 - Charlie Lake Sewer, for pre-budget approved 2025 capital works including sewer system infrastructure monitoring and SCADA upgrades, valve replacements, redundancy piping for Jackfish Crescent and Highlevel Crescent, and flow monitoring station replacements.

CARRIED



10. DIARY

10.1 RBAC Diary

MOVED Director Sperling

SECONDED Director Hiebert

That the Rural Budgets Administration Committee remove Rural Loan Fund from the RBAC Diary.

CARRIED

11. CONSENT CALENDAR

MOVED Director Sperling

SECONDED Director Hiebert

That the Rural Budgets Administration Committee receive the December 12, 2024 Consent Calendar

CARRIED

12. NOTICE OF MOTION

Recess

The Chair recessed the meeting at 11:22 a.m. to move into the Closed Rural Budgets Administration Committee meeting.

Reconvene and Vary Agenda

The Chair reconvened the meeting at 11:41 a.m. and returned to Agenda Item 8.1 - 2025 Leaders Table Meetings Update, DR-RBAC-029 and called the Question to the Motion on the floor:

8.1 2025 Leaders Table Meetings Update, DR-RBAC-029

MOVED Director Sperling

SECONDED Director Hiebert

That the Rural Budgets Administration Committee rescind the resolution passed at the October 10, 2024, Rural Budgets Administration Committee meeting regarding Report ADM-RBAC-041 which states "That the Rural Budgets Administration Committee support pre-budget approval for Leaders Table Meetings for 2025 including the cost of the venue, refreshments and lunch at the Pomeroy Hotel and Conference Centre in Fort St. John at an approximate cost of \$5,000 annually; further, that Administration Staff work with Scion Strategies Ltd to organize the meetings."

CARRIED

13. RECONVENE AND ADJOURN

The Chair adjourned the meeting at 11:42 a.m.

CERTIFIED a true and correct copy of the Minutes of the Peace River Regional District's Rural Budgets Administration Committee meeting held on December 12, 2024 in the PRRD Board Room, 1981 Alaska Avenue, Dawson Creek, BC.

Dan Rose, Chair

Katherine Lovino, Administrative
Clerk/Recorder