



PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE

MINUTES

March 27, 2025, 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
Director Graham, Electoral Area B

Staff Present: Shawn Dahlen, Chief Administrative Officer
Tyra Henderson, Corporate Officer
Roxanne Shepherd, Chief Financial Officer
Joanne Caldecott, Deputy Corporate Officer
Kari Bondaroff, General Manager of Environmental Services
Ashley Murphey, General Manager of Development Services
Daris Gillis, Environmental Services Manager
Trevor Ouellette, IT Manager
Olivia Lundahl, Electoral Area Officer
Bryna Casey, Community Services Manager
Katherine Lovino, Administrative Clerk

1. CALL TO ORDER

The Chair called the meeting to order at 10:27 a.m.

2. ADOPTION OF AGENDA

MOVED Director Graham

SECONDED Director Hiebert

That the Rural Budgets Administration Committee Meeting Agenda of March 27, 2025, 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 February 13, 2025

5. BUSINESS ARISING FROM THE MINUTES

6. DELEGATIONS

7. CORRESPONDENCE

7.1 Federation of Canadian Municipalities Re: Annual Membership

7.2 Letter from Union of BC Municipalities Re: Annual Membership

8. REPORTS

8.1 Grant Request – South Peace District Crime Prevention Association, FN-RBAC-357

8.2 Grant Request - Peace River Forage Association of BC, FN-RBAC-359

(Cont'd on next page)



- 8.3 2025 Rural Recreational & Cultural Grant-in-Aid Allocation Meeting - Electoral Area E, FN- RBAC-358
- 8.4 2025 Rural Recreational & Cultural Grant-in-Aid Allocation Meeting - Sub-Regional, FN-RBAC-363
- 8.5 2025 Rural Recreational & Cultural Grant-in-Aid Allocation Meeting Electoral - Area B, FN-RBAC-365
- 8.6 Rural Recreational and Cultural Grants-In-Aid Policy Amendment, FN-RBAC-366
- 8.7 Community Works Gas Tax Grant Policy Amendment, FN-RBAC-361
- 8.8 Allocation of Funds – Golata Creek Demolition and Redevelopment of Grounds, CS-RBAC-100

9. NEW BUSINESS

10. DIARY

10.1 RBAC Diary

11. CONSENT CALENDAR

- 11.1 February 2025 Financial Reserves, FN-RBAC-356
- 11.2 Peace River Agreement Funds Update, FN-RBAC-360
- 11.3 BC SPCA 2024 Gratitude Report
- 11.4 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 February 13, 2025

MOVED Director Hiebert

SECONDED Director Graham

That the Rural Budgets Administration Committee Meeting Minutes of February 13, 2025, be adopted.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

6. DELEGATIONS

7. CORRESPONDENCE

7.1 Federation of Canadian Municipalities Re: Annual Membership

MOVED Director Sperling

SECONDED Director Graham

That the Rural Budgets Administration Committee refers to the Regional Board the invoice from the Federation of Canadian Municipalities Re: 2025/26 Annual Membership for further consideration.

The Committee discussed whether the Federation of Canadian Municipalities (FCM) membership was a regional membership versus an electoral membership. They noted that in 2024 the Regional Board had decided that the North Central Local Government Association (NCLGA) was a regional membership and suggested that other memberships like FCM and the Union of BC Municipalities (UBCM) were also regional memberships. Directors acknowledged that municipalities may already pay for these memberships however explained that their intention was based more about how these organizations were structured than about rural versus regional membership.

The Chair called the Question to the motion.

CARRIED

7.2 Letter from Union of BC Municipalities Re: Annual Membership

MOVED Director Sperling

SECONDED Chair Graham

That the Rural Budgets Administration Committee refers to the Regional Board the letter, memo and Invoice from the Union of BC Municipalities Re: 2025/26 Annual Membership for further consideration.

CARRIED

8. REPORTS

8.1 Grant Request – South Peace District Crime Prevention Association, FN-RBAC-357

MOVED Director Hiebert

SECONDED Director Sperling

That the Rural Budgets Administration Committee authorize a grant in the amount of \$1,000 payable from Electoral Area D Fair Share, to be issued to South Peace District Crime Prevention Association to support the implementation of the "Guide Light" initiative.

CARRIED

8.2 Grant Request - Peace River Forage Association of BC, FN-RBAC-359

MOVED Director Sperling

SECONDED Director Hiebert

That the Rural Budgets Administration Committee receive the report titled "Grant Request - Peace River Forage Association of BC, FN - RBAC - 359" for discussion.

CARRIED

The Committee asked whether the Peace River Forage Association (PRFA) had applied to BC Hydro's Agricultural Fund noting that PRFA would more than likely fit the funding criteria and would be eligible for more funding than the grant request submitted to the Regional District. Staff confirmed that they could reach out to the PRFA and the Committee suggested deferring the grant application pending the outcome of the PRFA's application to the BC Hydro Agricultural Fund.

MOVED Director Sperling

SECONDED Director Hiebert

That consideration of the recommendation contained in Report FN-RBAC-359 which states:

"That the Rural Budgets Administration Committee authorize a grant in the amount of \$8,000 payable in equal amounts of \$2,000 paid to each electoral area from Function 120 – Electoral Area B, C, D, and E Fair Share funds, to be issued to the Peace River Forage Association of BC to support the cost of the "Expanding Crop Horizons" project"

be deferred until the Peace River Forage Association has applied for funding to the BC Hydro Peace Agricultural Compensation Fund for the "Expanding Crop Horizons" project and the outcome of that application is known.

CARRIED

8.3 2025 Rural Recreational & Cultural Grant-in-Aid Allocation Meeting - Electoral Area E, FN-RBAC-358

Director Graham noted that the proposed updates to the Grant-in-Aid Policy outlined in Agenda Item 8.6 - Rural Recreational & Cultural Grants-In-Aid Policy Amendment, FN-RBAC-366 would impact the grants-in-aid for Electoral Area E and asked to table the report and vary the agenda to allow further discussion on the proposed policy changes.

MOVED Director Sperling
SECONDED Director Hiebert

That the Rural Budgets Administrative Committee table Agenda Item 8.3 - 2025 Rural Recreational & Cultural Grant-in-Aid Allocation Meeting - Electoral Area E, FN-RBAC-358 until after Agenda Item 8.6 - Rural Recreational & Cultural Grants-In-Aid Policy Amendment, FN-RBAC-366 has been considered.

CARRIED

Vary Agenda

MOVED Director Sperling
SECONDED Chair Rose

That the Rural Budgets Administration Committee vary the agenda to consider Agenda Item 8.6 – Rural Recreations & Cultural Grants- In- Aid Policy Amendment, FN – RBAC-366 and return to Agenda Item 8.3 - 2025 Rural Recreational & Cultural Grant-in-Aid Allocation Meeting - Electoral Area E, FN-RBAC-358 afterwards.

CARRIED

8.6 Rural Recreational & Cultural Grants-In-Aid Policy Amendment, FN-RBAC-366

MOVED Director Graham
SECONDED Director Sperling

That the Rural Budgets Administration Committee recommend that the Regional Board adopt the amended Rural Recreational and Cultural Grants-In-Aid Policy No. 0340-61 which amendments include:

- change the annual allocation meeting attendance requirement from ‘all applicants’ to ‘applicants requested by the Director’;
- change the allocation determination from ‘consensus’ to ‘the Director’;
- add a policy definition for ‘maintenance’ for clarity;
- clarify the process for unspent funds;
- add capital as an eligible expense;
- added West to the title of Schedule M to match the rest of the Schedule;
- change Area B to either bursary or scholarship to reflect past practice; and
- list and attach all Schedules to the policy.

CARRIED

8.3 2025 Rural Recreational & Cultural Grant-in-Aid Allocation Meeting - Electoral Area E, FN-RBAC-358

MOVED Chair Rose
SECONDED Director Hiebert

That the Rural Budgets Administration Committee invite the following eligible 2025 Rural Recreational and Cultural Grant-in-Aid applicants to the Spring Allocation Meeting, scheduled on April 7, 2025, at 7:00 p.m. at the Chetwynd & District Recreation Centre:



Foothills Team Roping Club	Little Giants Figure Skating
Moberly Lake Community Hall	Chetwynd & District Rod & Gun Club
Little Prairie Heritage Society	Pine Valley Seniors Association
Pine Valley Exhibition Park	Sagitawa Christian Camping Society

CARRIED

8.4 2025 Rural Recreational & Cultural Grant-in-Aid Allocation Meeting - Sub-Regional, FN-RBAC-363

MOVED Director Hiebert

SECONDED Director Graham

That the Rural Budgets Administration Committee invite the following eligible 2025 Rural Recreational and Cultural Grant-in-Aid applicants to the Spring Allocation Meeting, scheduled on April 9, 2025, at 7 p.m. at the Cutbank Community Hall:

Dawson Creek Sportsman Club	Tomslake Cultural Community Association
Doe River Recreation Commission	Groundbirch Recreation Commission
Dawson Creek Youth Center (The ARK)	Cutbank Community Club
Swan Lake Enhancement Society	Bessborough Community Club
McLeod Recreation & Services Society	Hats N Chaps Gymkhana
Tupper Community Club	Dawson Creek & District Stables & Arena Association
Farmington Community Association	Tower Lake Community Club
Sunset Prairie Recreation Commission	Rolla Ratepayers Association
Tomslake and District Recreation Commission	

CARRIED

8.5 2025 Rural Recreational & Cultural Grant-in-Aid Allocation Meeting Electoral - Area B, FN-RBAC-365

MOVED Director Graham

SECONDED Director Hiebert

That the Rural Budgets Administration Committee invite the following selected 2025 Rural Recreational and Cultural Grant-in-Aid applicants to the Spring Allocation Meeting, scheduled on April 2, 2025 at 7 p.m. at the Fort St. John Museum:

The King's Valley Christian Camp Society
Broken Wheel Adventures Society
Cecil Lake Recreation Commission
BC Peace Chapter Working Equitation

CARRIED



8.7 Community Works Gas Tax Grant Policy Amendment, FN-RBAC-361

MOVED Director Hiebert

SECONDED Director Sperling

That the Rural Budgets Administration Committee recommend that the Regional Board adopt the amended Community Works Gas Tax Grant Policy, which aligns the policy with the newly signed 2024-2034 Community Works Fund Agreement and the Community Works Fund Program Guide.

CARRIED

8.8 Allocation of Funds – Golata Creek Demolition and Redevelopment of Grounds, CS-RBAC-100

MOVED Director Graham

SECONDED Director Hiebert

That the Rural Budgets Committee receive the report “Allocation of Funds – Golata Creek Demolition and Redevelopment of Grounds, CS – RBAC – 100” for discussion.

CARRIED

Director Graham asked whether the \$617,027.90 was already allocated to the Golata Creek Hall project and staff confirmed this was correct. He noted that an upcoming meeting was scheduled to be held in the community and asked what outcome could impact the decision to demolish the hall. Staff explained that the Regional Board had already approved demolition of the facility in January 2025 and funds had been allocated for this purpose and noted that the community meeting was to discuss what could be developed on the land. Should a different direction be indicated after the community meeting was held, this could be communicated to the Board who would consider making the change. Directors also asked about the Osborne facility and staff confirmed that the Regional Board approved demolition of the hall with funding approved in 2022.

Directors discussed creation of benefiting areas around rural community halls and the need for taxation support to keep rural facilities alive noting that grants were not the appropriate way to fund these facilities. Directors also emphasized the importance of community involvement, especially in addressing volunteer burnout and maintaining facilities, which had been an ongoing challenge in past years.

MOVED Director Graham

SECONDED Director Sperling

That the Rural Budgets Administration Committee authorize that costs for the demolition of the Golata Creek Hall and site remediation, be included in the \$617,027.90 funding envelope committed for this purpose in 2022 and payable from Electoral Area B Peace River Agreement Funds, Spending Item #3 - Halls, Trails and Walking Paths, issued to Function 120 – Legislative Electoral Area Services.

CARRIED

MOVED Director Graham

SECONDED Director Hiebert

That the Rural Budgets Administration Committee amend the previously authorized funding commitment in the amount of \$500,000, payable from Electoral Area B Peace



8.8 Allocation of Funds – Golata Creek Demolition and Redevelopment of Grounds, CS-RBAC-100 (Cont'd)

River Agreement Funds - Spending Item 3 “Halls, Trails and Walking Paths”, issued to Function 120 – Legislative Electoral Areas to also include:

1. the cost of a feasibility study to examine options for the construction of a new outdoor recreation space, contingent on the community’s desire to conduct a feasibility study; and
2. construction of a recreation space, contingent upon a successful assent vote that creates a new service for the construction of a recreation space.

CARRIED

9. NEW BUSINESS

10. DIARY

11. CONSENT CALENDAR

The Chair asked Directors whether they wished to lift any items from the March 27, 2025 Consent Calendar.

MOVED Director Hiebert

SECONDED Director Sperling

That the Rural Budgets Administration Committee Consent Calendar of March 27, 2025 be received.

CARRIED

12. NOTICE OF MOTION

13. ADJOURNMENT

The Chair adjourned the meeting at 10:56 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 March 27, 2025 in the PRRD Board Room, 1981 Alaska Avenue, Dawson Creek, BC.

Dan Rose, Chair

Katherine Lovino, Administrative
Clerk/Recorder