

**PEACE RIVER REGIONAL DISTRICT**  
**RURAL BUDGETS ADMINISTRATION COMMITTEE**  
**MEETING MINUTES**

DATE: September 17, 2009  
TIME: 1:00 p.m.  
PLACE: Peace River Regional District, Dawson Creek, BC

**PRESENT:**

**Directors**

Alternate Director Larry Houley, Meeting Chair  
Director Wayne Hiebert, Electoral Area 'D'  
Director Caton, Electoral Area 'E'

**Absent**

Director Karen Goodings, Electoral Area 'B'  
Director Hadland, Electoral Area 'C'

**Staff**

Fred Banham, Chief Administrative Officer  
Faye Salisbury, Corporate Officer  
Kim Frech, Chief Financial Officer  
Shannon Anderson, General Manager of Environmental Services  
Ron Storie, Manager of Community Services  
Diana Mitchell, Executive/Recording Secretary

1) Call to Order: The Chair called the meeting to order at 10:50 p.m.

**NEW BUSINESS:** Director Caton - Pine Valley Exhibition Park

**ADOPTION OF AGENDA:**

2) Adoption of Agenda MOVED by Director Hadland, SECONDED by Director Hiebert, that the Rural Budgets Administration Committee agenda for the September 17, 2009 meeting, including handouts and items of new business be adopted.

**CALL TO ORDER:** - *Director Hadland to chair the meeting*

**DIRECTORS' NOTICE OF NEW BUSINESS:**

**ADOPTION OF AGENDA:**

**MINUTES:**

M-1 Rural Budgets Administration Committee Meeting Minutes of August 20, 2009.  
M-2 Special Rural Budgets Administration Committee Meeting Minutes of August 27, 2009.

**BUSINESS ARISING FROM THE MINUTES:**

**DELEGATIONS:**

**ADOPTION OF AGENDA: continued**

2) Adoption of Agenda

**CORRESPONDENCE:**

- C-1 September 1, 2009 Request for Funding Amendment from the Groundbirch Recreation Commission.
- C-2 August 31, 2009 letter from the North Peace Senior Housing Society requesting a letter of commitment regarding Area 'C' providing financial assistance toward the construction of a seniors' complex in Fort St. John.
- C-3 August 7, 2009 Fair Share Electrical Extension Grant application for \$4,000 from Helen Penner:
  - August 25, 2009 approved by Director Goodings, Electoral Area 'B';
  - August 26, 2009 cheque issued; and
  - Grant approval to be ratified.
- C-4 Thank you letter from Josh Brown, recipient for Peace River Regional District, Electoral Area 'C' scholarship.
- C-5 Thank you letter from Arly Giesbrecht, recipient for Peace River Regional District, Electoral Area 'B' scholarship.
- C-6 September 2, 2009 letter from the Moberly Lake & District Golf Club requesting its Grants- in-Aid allocation.

**REPORTS:**

- R-1 September 10, 2009 report from Bruce Simard regarding Gas Tax Funds toward the Energy & Emissions Climate Action Plan project.
- R-2 Financial Report as of August 31, 2009
  - 1) Grants-in-Aid;
  - 2) Fair Share Money Market Fund;
  - 3) BC Rail; and
  - 4) Reserve Balances.
- R-3 Handout - September 14, 2009 report from Tim Caton regarding funding toward the Moberly Lake Volunteer Fire Department for the purchase of a water tank truck.

**NEW BUSINESS:**

- NB-1 Pine Valley Exhibition Park – funding toward replacement of outside water lines.

**ADJOURNMENT:**

**CARRIED.**

**MINUTES:**

3) M-1  
August 20, 2009  
RBAC Meeting Minutes

MOVED by Director Hiebert, SECONDED by Director Caton,  
that the Rural Budgets Administration Committee Meeting Minutes of August 20,  
2009 be adopted.

**CARRIED.**

4) M-2  
August 27, 2009 Special  
RBAC Meeting Minutes

MOVED by Director Hiebert, SECONDED by Director Caton,  
that the Special Rural Budgets Administration Committee Meeting Minutes of  
August 27, 2009 be adopted.

**CARRIED.**

**CORRESPONDENCE:**

5) C-1  
Groundbirch Recreation  
Commission request for  
funding amendment.

MOVED by Director Caton, SECONDED by Director Hiebert,  
that the Rural Budgets Administration Committee approve the reallocation of Grant-  
in-Aid funds for the Groundbirch Recreation Commission only to pay their  
insurance; and the balance is to remain committed for bleachers.

\*\* It was noted that the funds should not be used for fuel and the use of a tractor –  
these should be donations that come from the community.

**CARRIED.**

**CORRESPONDENCE: continued**

6) C-2  
North Peace Senior  
Housing Society re:  
funding toward a Seniors  
Complex

MOVED by Director Caton, SECONDED by Director Hiebert,  
that the Rural Budgets Administration Committee approve \$10,000 per unit to a  
maximum of \$150,000 Area 'C' Fair Share payable to the North Peace Seniors  
Housing Society toward the construction of a seniors complex in Fort St. John.

**CARRIED.**

MOVED by Director Caton, SECONDED by Director Hiebert,  
that the Rural Budgets Administration Committee decline funding \$1,000 toward a  
feasibility study for the North Peace Seniors Housing Society.

**CARRIED.**

7) C-3  
Ratification: Electrical  
Extension Grant for  
Helen Penner

MOVED by Director Hiebert, SECONDED by Director Caton,  
that the Rural Budgets Administration Committee ratify Director Goodings' approval  
of a \$4,000 Electoral Area 'B' Fair Share Electrical Extension Grant for Helen  
Penner.

**CARRIED.**

8) C-6  
Moberly Lake & District  
Golf Club re: GIA  
allocation

MOVED by Director Caton, SECONDED by Director Hiebert,  
that the Rural Budgets Administration Committee approve the release of  
\$20,726.03 Grant-in-Aid funds allocated to the Moberly Lake & District Golf Club to  
pay debts owed to various vendors ; and that the Golf Club be required to submit  
receipts, to the Peace River Regional District, verifying payment to these vendors.

**CARRIED.**

**REPORTS:**

9) R-1  
Energy & Emissions  
Climate Action Plan  
Project

MOVED by Director Hiebert, SECONDED by Director Caton,  
that the Rural Budgets Administration Committee ratify the expenditure of  
\$128,137.00 from Gas Tax Funds for the Peace River Regional District rural area  
share of the Energy & Emissions Climate Action Plan project.

**CARRIED.**

10) R-2  
Financial Report as of  
August, 2009

The August 2009 financial report was reviewed.

MOVED by Director Caton, SECONDED by Director Hiebert,  
that a letter be forwarded to the Lone Prairie Riding Club advising that, due to the  
dissolution of the Club, outstanding Grant-in-Aid allocations totaling \$10,224.14  
have been withdrawn.

**CARRIED.**

11) R-3  
Moberly Lake Volunteer  
Fire Department – Water  
Tanker

MOVED by Director Caton, SECONDED by Director Hiebert,  
that the Rural Budgets Administration Committee approve a \$40,000 Area 'E' Fair  
Share commitment to the Moberly Lake Volunteer Fire Department, toward the  
purchase of a water tank truck.

**CARRIED.**

**NEW BUSINESS:**

12) NB-1  
Pine Valley Exhibition  
Park – funding to replace  
water line

MOVED by Director Caton, SECONDED by Director Hiebert,  
that the Rural Budgets Administration Committee approve the Electoral Area 'E'  
Fair Share commitment of \$20,000 to the Pine Valley Exhibition Park to go toward  
the replacement of some outside water lines.

**CARRIED.**

It was noted that the District of Chetwynd will cost share in this project.

**ADJOURNMENT:**

MOVED by Director Hiebert, SECONDED by Director Caton,  
that the meeting adjourn.

**CARRIED.**

The meeting adjourned at 11:20 am

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Alternate Director Larry Houley, Meeting Chair

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Diana Mitchell, Recording Secretary