



**NORTH COAST REGIONAL DISTRICT
ELECTORAL AREA ADVISORY COMMITTEE MEETING AGENDA
Held at 344 2nd Ave West, Prince Rupert, B.C.
Friday, January 24, 2020 at 6:30 p.m.**

1. CALL TO ORDER

The Electoral Area Advisory Committee acknowledges the traditional territory of the Tsimshian on which this meeting takes place.

2. CONSIDERATION OF AGENDA (additions/deletions)

3. COMMITTEE MINUTES & BUSINESS ARISING FROM MINUTES

| | | |
|-----|---|----------|
| 3.1 | Minutes of the Electoral Area Advisory Committee Meeting held December 13, 2019 | Pg 1 - 3 |
|-----|---|----------|

4. FINANCE

| | | |
|--|-------|-----|
| | None. | --- |
|--|-------|-----|

5. CORRESPONDENCE

| | | |
|--|-------|-----|
| | None. | --- |
|--|-------|-----|

6. REPORTS / RESOLUTIONS

| | | |
|-----|---|----------|
| 6.1 | S. Landrath, Treasurer – NDIR Nominal Funding | Pg 4 - 6 |
|-----|---|----------|

7. NEW BUSINESS

| | | |
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| | None. | --- |
|--|-------|-----|

8. OLD BUSINESS

| | | |
|--|-------|-----|
| | None. | --- |
|--|-------|-----|

9. PUBLIC INPUT

10. IN-CAMERA

| | | |
|--|-------|-----|
| | None. | --- |
|--|-------|-----|

11. ADJOURNMENT



**NORTH COAST REGIONAL DISTRICT
ELECTORAL AREA ADVISORY COMMITTEE**

MINUTES of the Electoral Area Advisory Committee meeting held 14-343 3rd Avenue West, Prince Rupert, B.C. Friday, December 13, 2019 at 12:00 p.m.

PRESENT

PRIOR TO ADOPTION

Chair E. Putterill, Electoral Area E

Directors D. Nobels, Electoral Area A
K. Bergman, Electoral Area C
J. Young, Electoral Area D

Staff D. Fish, Chief Administrative Officer
S. Landrath, Treasurer
J. Bagnall, Corporate Officer

1. CALL TO ORDER 11:55 a.m.

The North Coast Regional District acknowledges the traditional territory of the Tsimshian on which this meeting took place.

2. CONSIDERATION OF AGENDA (additions/deletions)

MOVED by Director Nobels, SECONDED by Director Bergman, that the December 13, 2019 Electoral Area Advisory Committee agenda be adopted as amended:

- 7.1 Shared Services
- 8.1 Oceans Protection Plan
- 8.2 Standing Committee on Fisheries

045-2019

CARRIED

3. COMMITTEE MINUTES & BUSINESS ARISING FROM MINUTES

3.1 Minutes of the Electoral Area Advisory Committee Meeting held November 7, 2019

MOVED by Director Nobels, SECONDED by Director Young, that the minutes of the November 7, 2019 Electoral Area Advisory Committee meeting be adopted as presented.

046-2019

CARRIED

- 3.2 Minutes of the Electoral Area Advisory Committee Meeting held November 15, 2019

MOVED by Director Young, SECONDED by Director Nobels, that the minutes of the November 15, 2019 Electoral Area Advisory Committee meeting be adopted as presented.

047-2019

CARRIED

4. FINANCE

None.

5. CORRESPONDENCE

None.

6. REPORTS / RESOLUTIONS

- 6.1 J. Bagnall, Corporate Officer – NDIR Local Government Management Intern Grant Application

MOVED by Director Nobels, SECONDED by Director Young, that the staff report entitled “NDIT Local Government Management Intern Grant Application” be received;

AND THAT the Electoral Area Advisory Committee recommend that the Board of the North Coast Regional District supports the application to Northern Development Initiative Trust for a grant of up to \$35,000 to host an intern under the Local Government Internship Program from the North Coast Regional District Nominal Funding Account;

AND THAT that the North Coast Regional District is committed to providing sufficient financial and staffing resources, training and exposure opportunities to host an intern;

AND THAT that the Board resolves to include an expenditure of \$10,000 plus overhead employment costs in the 2020-2024 Financial Plan.

048-2019

CARRIED

7. NEW BUSINESS

- 7.1 Director Bergman – Shared Services

**The EAAC discussed NCRD Shared Services*

8. OLD BUSINESS

8.1 Director Nobels – Oceans Protection Plan

MOVED by Director Bergman, SECONDED by Director Young, that the Electoral Area Advisory Committee recommend that the Board of the North Coast Regional District sanction Director Nobels’ travel to attend the winter 2020 Oceans Protection Plan dialogue forum to be held in Vancouver on January 30, 2020

049-2019

CARRIED

8.2 Director Nobels – Standing Committee on Fisheries

MOVED by Director Bergman, SECONDED by Director Young, that the staff report entitled “Standing Committee on Fisheries” be received for information.

050-2019

CARRIED

9. PUBLIC INPUT

There were 0 questions from the public.

10. IN CAMERA

None.

11. ADJOURNMENT

MOVED by Director Nobels, SECONDED by Director Young, that the meeting be adjourned at 12:54 p.m.

051-2019

CARRIED

Approved and adopted:

Certified correct:

Chair

Corporate Officer



Staff Report

Date: January 24, 2020

To: D. Fish, Chief Administrative Officer

From: S. Landrath, Treasurer

Subject: Northern Development Initiative Trust 2020 Nominal Funding Allocation

Recommendations:

THAT the staff report entitled “Northern Development Initiative Trust 2020 Nominal Funding Allocation” be received for information.

BACKGROUND:

Annually the North Coast Regional District (NCRD) is permitted to expend 7% of its nominal funding allocation on projects that support economic development in the rural areas of the NCRD. Projects seeking funding in the region are required to obtain a letter of support from the NCRD Board prior to being considered for approval from the Northern Development Initiative Trust (NDIT) Northwest Regional Advisory Committee.

In 2016, the Electoral Area Advisory Committee (EAAC) amended its terms of reference to establish an allocation model and decision making process for the issuance of funding through the NCRD nominal account which sets the following procedure:

- Each electoral area is entitled to a maximum dollar amount from the nominal allocation that is reflective of each electoral area’s annual participation in the economic development service;
- Where applicable, projects are to be evaluated based on alignment with the NCRD Board priorities; and
- In the event that the allocation assigned to an electoral area will be unused, the EAAC may, upon the recommendation of the electoral area Director, reassign the allocation funding from one electoral area to one or more electoral areas.

DISCUSSION:

NDIT has advised that based on the December 31, 2019 NCRD nominal account balance the 7% annual granting maximum for 2020 is equal to \$97,268. In 2019 the grant maximum was \$89,094. The following table outlines the 2020 grant maximum per area in consideration of each electoral area’s participation in the NCRD economic development function:

| Electoral Area | Participation Ratio (Ec Dev) | 2020 Grant Maximum |
|-----------------------|-------------------------------------|---------------------------|
| A | 22.65% | \$22,031 |
| C | 10.63% | \$10,342 |
| D | 47.02% | \$45,737 |
| E | 19.70% | <u>\$19,158</u> |
| TOTAL | | <u>\$97,268</u> |

At the December 13th, 2019 Board meeting the NCRD resolved to support an application to NDIT for a grant of up to \$35,000 to host a Local Government Management Intern under the internship program with funds to be allocated from the NCRD Nominal Funding Account. Confirmation of this grant program funding will occur in early 2020. In consideration of this application, the remaining funding in the nominal account is calculated to be \$62,268. The resulting 2020 grant maximum per area after consideration of the internship application would be:

| Electoral Area | Participation Ratio (Ec Dev) | 2020 Grant Maximum |
|-----------------------|-------------------------------------|---------------------------|
| A | 22.65% | \$14,103 |
| C | 10.63% | \$6,621 |
| D | 47.02% | \$29,279 |
| E | 19.70% | <u>\$12,265</u> |
| TOTAL | | <u>\$62,268</u> |

SUMMARY AND CONCLUSION:

In 2020, the NCRD NDIT nominal account maximums were increased from \$89,094 in 2019 to \$97,268. Staff continuously tracks projects approved throughout the year to report to the Board and EAAC on remaining allocations of NDIT grant funds as applications are considered. Representatives from NDIT are scheduled to attend the May 22nd, 2020 meeting as a delegation to discuss the nominal account funding.

RECOMMENDATION:

Staff is recommending that this report be received for information.