



**NORTH COAST REGIONAL DISTRICT
ELECTORAL AREA ADVISORY COMMITTEE MEETING AGENDA
Held at 14-342 3rd Avenue West, Prince Rupert, B.C. on
Friday, September 20, 2019 at 1:00 p.m.**

1. CALL TO ORDER

2. CONSIDERATION OF AGENDA (additions/deletions)

3. COMMITTEE MINUTES & BUSINESS ARISING FROM MINUTES

3.1	Minutes of the Electoral Area Advisory Committee Meeting held June 21, 2019	Pg. 1-3
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5. FINANCE

None.	---
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6. CORRESPONDENCE

None.	---
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7. REPORTS / RESOLUTIONS

None.	---
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8. NEW BUSINESS

8.1	Sandspit Community Society Application to Northern Development Initiative Trust's Fabulous Festivals and Events Program	Pg. 4-9
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9. OLD BUSINESS

9.1	Director Putterill, Area E – Northern Capital and Planning Grant Allocation	Verbal
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10. PUBLIC INPUT

11. IN-CAMERA

None.	---
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12. ADJOURNMENT



NORTH COAST REGIONAL DISTRICT ELECTORAL AREA ADVISORY COMMITTEE

MINUTES of the Electoral Area Advisory Committee meeting held at 14-342 3rd Avenue West in Prince Rupert, B.C. on Friday, June 21, 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, Corporate Officer
S. Landrath, Treasurer

1. CALL TO ORDER 12:00 p.m.

2. CONSIDERATION OF AGENDA (additions/deletions)

MOVED by Director Nobels, SECONDED by Director Young, that the June 21, 2019 Electoral Area Advisory Committee agenda be amended and adopted as follows:

8.1 Northern Capital & Planning Grant Discussion

017-2019

CARRIED

3. COMMITTEE MINUTES & BUSINESS ARISING FROM MINUTES

3.1 Minutes of the Electoral Area Advisory Committee Meeting held May 17, 2019

MOVED by Director Young, SECONDED by Director Nobels, that the minutes of the May 17, 2019 Electoral Area Advisory Committee meeting be adopted as presented.

018-2019

CARRIED

4. FINANCE

None.

5. CORRESPONDENCE

5.1 Gitga'at First Nation – Request for Community Works Funds – Gitga'at First Nation Community Hall Renovation Project

MOVED by Director Putterill, SECONDED by Director Young, that the correspondence from the Gitga'at First Nation with respect to its request for community works funding be received.

019-2019

CARRIED

6. REPORTS / RESOLUTIONS

None.

7. NEW BUSINESS

- 7.1 Metlakatla First Nation Application to Northern Development Initiative Trust's Economic Diversification Infrastructure Program

MOVED by Director Nobels, SECONDED by Director Young, that the Metlakatla First Nation's application to Northern Development Initiative Trust's Economic Diversification Infrastructure program be received;

AND THAT the Electoral Area Advisory Committee recommend that the Board of the North Coast Regional District support the Metlakatla First Nation's application to Northern Development Initiative Trust's Economic Diversification Infrastructure program in the amount of \$79,094 to be drawn from the North Coast Regional District nominal account.

020-2019

CARRIED

MOVED by Director Putterill, SECONDED by Director Nobels, that the Electoral Area Advisory Committee recommend that the Board of the North Coast Regional District support that the Sandspit Community Society's application to Northern Development Initiative Trust's Fabulous Festivals and Events program in the amount of \$2,500 to be drawn from the North Coast Regional District nominal account.

021-2019

CARRIED

- 7.2 North Coast Regional District Grant Writing Support

MOVED by Director Nobels, SECONDED by Director Young, that the verbal report from staff entitled "North Coast Regional District Grant Writing Support" be received;

AND THAT the Electoral Area Advisory Committee recommend that the Board of the North Coast Regional District support providing all 2019 North Coast Regional District grant writing services through the Misty Isles Economic Development Society;

AND FURTHER THAT the North Coast Regional District grant writing service structure be reviewed in 2020.

022-2019

CARRIED

8. OLD BUSINESS**8.1 Northern Capital & Planning Grant Discussion**

MOVED by Director Nobels, SECONDED by Director Young, that the Electoral Area Advisory Committee recommend that the Board of the North Coast Regional District require funding contribution, consistent with participation in a sub-regional service, from municipalities for regional projects funded by the Northern Capital and Planning Grant.

023-2019**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 12:50 p.m.

024-2019**CARRIED**

Approved and adopted:

Certified correct:

Chair

Corporate Officer

FABULOUS FESTIVALS AND EVENTS**Adobe Reader 8.0+ is required to complete this application form.**

If you are using an earlier version, you will not be able to save any information you enter into the form.

Adobe Reader is a free download available at: <http://www.adobe.com/products/acrobat/readstep2.html>

+ Please ensure documents are downloaded and saved to your computer desktop prior to entering any information. If opened and completed within your internet browser, any information entered will not be saved.

+ NOTICE: You must fill out and submit a [pre-qualification form](#) before you submit an application unless your festival or event has previously been approved for funding.

1. Project Name

Provide the name of the festival or event:	
Wild Harvest Festival	
Provide the date(s) of the festival or event:	Have you previously received any Northern Development funding for this festival or event?
September 6 & 7 2019 <i>★ Applications must be submitted at least six weeks before the festival or event is scheduled to take place.</i>	<input checked="" type="radio"/> Yes <input type="radio"/> No

2. Applicant Profile

Applicant organization (legal name): Sandspit Community Society	Non-profit society registration no.:
Mailing address: P.O. BOX 459 SANDSPIT, BC V0T 1T0	Telephone: 250-637-5377
Email: admin@sandspitcommunitysociety.com	Website (URL): www.sandspitcommunitysociety.com

3. Primary Contact Information

Primary contact (for this application): Flavien Mabit	Position/title: Director
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Complete the following if different from applicant organization contact information:

Mailing address:	Email:	Telephone:
same as organization	sandspitwildharvest@gmail.com	250 637 1206

4. Resolution of Support

Identify the local or First Nations government that is providing a resolution of support for this funding application*:

The resolution of support is:



Not required. The festival or event has been previously approved for funding.

✦ *If the festival or event is located in the North Coast Regional District, a resolution of support is required for each application.*



Attached.



Not yet secured. The scheduled council meeting date is:

✦ *Applicants are responsible for securing a resolution outlining support for the Northern Development funding request and must provide a copy to Northern Development before an application can be considered for funding.*

* *The appropriate government agency should be determined based on the location of the festival/event. For example:*

- ✦ *A festival/event within a First Nations community requires a band resolution of support.*
- ✦ *A festival/event within the municipal boundary requires a resolution of support from the municipality.*
- ✦ *A festival/event outside the municipal boundary requires a resolution of support from the regional district.*

✦ ***Sample Resolution:** THAT, the (insert local government name) supports the application to Northern Development Initiative Trust from the (insert applicant organization name) for a grant of up to \$(insert amount) for the (insert festival or event name) from the (insert regional development account name).*

5. Eligibility Confirmation

Please check all that apply:



I have filled out the [pre-qualification form](#) available online. (If not, you must fill out this form before submitting an application.)



The event is not in its first year of operation.



The event is held in a concentrated time period.

✦ *For example, the event is not a series of summer music concerts, multi-weekend regional mountain bike race, etc.*



The event is not a fundraiser.

✦ *For example, Terry Fox Run, Relay For Life, Festival of Trees, etc.*



The event is not political in nature.

✦ *For example, a partisan rally or gathering, an issue-based fundraiser, etc.*



The event is not religious in nature.

✦ *For example, Christmas, Halloween, Thanksgiving, or Easter event, etc.*



The event is not held annually in communities across the province or country.

✦ *For example, Canada Day celebrations, Remembrance Day memorials, May Day parades, etc.*



The event is not a league or club event.

✦ *For example, sports training camps, provincial sport tournaments, bonspiels, etc.*



The event is not solely an artisan and craft fair.



The event is not an industry based event.

✦ *For example, oil and gas industry event, cattle industry event, forestry industry event, etc.*



The event is not part of a conference or workshop.

✦ *For example, Natural Resource Forum, Air Quality Workshop, Oil and Gas Conference, etc.*

6. Festival/Event Overview

<p>Provide a description of the festival or event:</p> <p>The Wild Harvest Festival is a partial day and full day event dedicated to celebrating all things wild. The event celebrates and shares information on wild products such as wild plants, animals, and marine life. During the event vendors and experts set up tables with displays and give talks sharing their craft and expertise with attendees. There are also nature walks giving participants the opportunity to learn about wild harvesting in the field. There is also a wild harvest dinner along with a wild harvest cafe, a small music event, a cocktail party, a run, and a community potluck dinner. The event aims to showcase wild harvest on Haida Gwaii and share information among experts and each attendee.</p>
<p>Please describe how the festival or event promotes or strengthens the unique character of the community:</p> <p>The event promotes and showcases the unique character of Sandspit and our location on Moresby island by showing our local wild Harvest culture. Sandspit is a unique location and the strength of the area is in the nature that surrounds us which through talks and nature walks we are able to share. Another strength of Sandspit and Haida Gwaii at large is in the local artisans who use wild harvested ingredients to develop unique products and the event allows them to share their expertise and for attendees to learn about their work creating a stronger connection between visitors and our local arts and crafts makers.</p>
<p>Has your organization previously been funded under this program? If so, what year(s)?</p> <p>Yes, we have received funding for the years 2015, 2016 and 2018</p>
<p>Do you have any paid staff for this festival or event? If so, how many?</p> <p>There are no Paid Staff for this Event.</p>
<p>Do you have any volunteers for this festival or event? If so, how many?</p> <p>The event has about 10 volunteers.</p>

7. Direct Economic Benefits

Outline the economic benefits to the local or regional economy:	
<p>This event has become a signature event of the community that brings in visitors and members of the outside communities, and every year people come from farther and farther. This means there are more people staying in local accommodation, eating at local restaurants, visiting and buying at local shops, and using the local transportation systems (Airport & Ferry). Since people are discussing and learning about wild harvest products from experts those experts are able to showcase their skills and knowledge to potential customers. Also, this event promotes a healthy and clean environment for all, by engaging people with their environment, getting them to interact with nature and understand the necessity of preserving it. For locals, this event has also over the years become a source of pride.</p>	
Outline how the festival or event will attract tourism to the community:	
<p>The Wild Harvest Festival is now one of the major events on Haida Gwaii, and is listed in all Haida Gwaii brochures and websites. The event is also tailored to be right on the edge of the busy summer season and extends the tourism visitation by another week to 10 days. This event puts the spotlight on our community at a time when there are few other attractions or events.</p>	
Does your festival or event feature artistic performances?	If yes, do you compensate artists and arts professionals by paying fees at industry standards and adhere to international intellectual property rights standards?
<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Number of people who attended or participated in the previous festival or event:	Number of people projected to participate or attend the festival or event this year:
About 300	At least 300
Do you track where attendees and participants are from (e.g. their home community)?	What percentage or number of last year's attendees was from outside the community in which the festival or event was held?
<input type="radio"/> Yes <input checked="" type="radio"/> No	About 50% or more

8. Festival/Event Financials

Actual expenses for last year's festival or event:	Actual revenue for last year's festival or event:
\$ 13,476.00	\$ 12,313.00
Budgeted expenses for this year's festival or event:	Estimated revenue for this year's festival or event:
\$ 11,000.00	\$ 12,000.00

✦ Complete the above, however if you wish to provide a more detailed project budget, please attach separately to this application.

9. Funding Request

The following funding is requested from Northern Development:

Funding type:	Amount (\$):
Grant	\$ 2,500
<p>★ <i>Maximum allowable grant is:</i></p> <p>▪ \$2,500 per festival or event with a total project budget less than \$50,000.</p> <p>▪ \$5,000 per festival or event with a total project budget of \$50,000 or greater.</p>	
<p>Describe how will the funding be used to increase the event hosting capacity:</p> <p>This year, we would like to be able to offer our guests speakers a form of stipend, to thank them for their time. This will also assure a better commitment from the speakers, as well as a higher level of presentations, as we will not solely rely on people's goodwill. We also would like to start recording more of the event and would like to hire a professional (or semi-professional) photographer and video recorder. We would like to offer some live music on the first evening and would like to be able to pay the band that will be performing. This should significantly up the attendance, as our community is a little culturally "starved" and this form of entertainment is usually very well received.</p>	

★ Please refer to the [Fabulous Festivals and Events Application Guide](#) for ineligible costs.

10. Other Funding Sources (if applicable)

Funding source:	Amount (\$):
NDIT	\$ 2,500
SCS	\$ 2,000
REVENUE	\$ 6,000
DONATIONS	\$ 1,500
	\$
TOTAL OTHER FUNDING: \$ 12,000	

11. Attachments

List all documents attached to this application:

Document name:
<input checked="" type="checkbox"/> 1) Required: Financial statements from the last festival or event.
<input checked="" type="checkbox"/> 2) Required: A copy of the most recent festival or event brochure.
<input checked="" type="checkbox"/> 3) Required: Society incorporation document.
<input type="checkbox"/> 4) Required (if applicable): Local government or band resolution of support (as outlined in section 4. Resolution of Support)
5)
6)

12. Authorization

- ☒ I have read and understand the [Fabulous Festivals and Events Application Guide](#) including the ineligible costs.
- ☒ I confirm that the information in this application is accurate and complete, and that the project proposal, including plans and budgets, is fairly presented.
- ☒ I agree that once funding is approved, any change to the project proposal will require prior approval of Northern Development Initiative Trust (Northern Development).
- ☒ I also agree to submit a report using Northern Development's reporting form to verify performance measures for the event within 30 days of the festival or event's completion and where required, financial accounting for evaluation of the activity funded by Northern Development.
- ☒ I agree to provide photos of the festival or event and permission for Northern Development to use the photos for promotional purposes.
- ☒ I understand that the information provided in this application may be accessible under the Freedom of Information (FOI) Act.
- ☒ I agree to publicly acknowledge funding and assistance by Northern Development.
- ☒ I authorize Northern Development to make enquiries, collect and share information with such persons, firms, corporations, federal and provincial government agencies/departments and non-profit organizations, as Northern Development deems necessary for decision, administration, and monitoring purposes for this project.
- ☒ I agree that information provided in this application may be shared with the appropriate regional advisory committee(s), board of directors, Northern Development staff, and consultants.

Name (organization signing authority): ★ Please type name.	Position/title:	Date:
FLAVIEN MABIT	DIRECTOR	JUNE 25 2019

13. Submitting Your Application

Completed funding applications (with all required attachments) should be provided electronically to Northern Development by email. ★ Please do not scan this form (if possible).

Email: info@northerndevlopment.bc.ca