

**NORTH COAST REGIONAL DISTRICT
REGULAR BOARD MEETING AGENDA**
Held at 344 2nd Avenue West in Prince Rupert, B.C.
On September 22, 2017 at 7:00 PM

1. CALL TO ORDER

2. CONSIDERATION OF AGENDA (additions/deletions)

3. BOARD MINUTES & BUSINESS ARISING FROM MINUTES

3.1	Minutes of the Regular Meeting of the North Coast Regional District Board held August 18, 2017	Pg 1-10
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4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

4.1	Minutes of the Regular Meeting of the Moresby Island Management Standing Committee held June 6, 2017	Pg 11-12
4.2	Minutes of the Regular Meeting of the Moresby Island Management Standing Committee held July 5, 2017	Pg 13-14

5. DELEGATIONS

5.1	Aurora LNG – Aurora LNG Project Update	Verbal
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6. FINANCE

6.1	J. Musgrave, Administrative Assistant – Cheques Payable over \$5,000 for August, 2017	Pg 15
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7. CORRESPONDENCE

7.1	Fisheries and Oceans Canada – Hecate Advisory Committee	Pg 16-18
7.2	Todd Stone, Official Opposition Critic for Municipal Affairs – 2017 UBCM Meeting Opportunity	Pg 19
7.3	Greyhound Canada Transportation ULC – Amendment of Transportation License #70414	Pg 20-22
7.4	Honourable Selina Robinson, Minister of Municipal Affairs and Housing – Minister Robinson Introduction	Pg 23

8. REPORTS / RESOLUTIONS

8.1	D. Fish, Corporate Officer – Appointment of Election Officials	Pg 24
8.2	D. Fish, Corporate Officer – ePact System Update	Pg 25-26
8.3	J. Musgrave, Administrative Assistant – Support for Participation of the “Shakeout BC” Drill	Pg 27-30

9. BYLAWS

None.	-----
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10. LAND REFERRALS / PLANNING *(Voting restricted to Electoral Area Directors)*

None.	-----
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11. NEW BUSINESS

11.1	Directors’ Reports	Verbal
11.2	North Coast Regional District application to Northern Development Initiative Trust’s Business Façade Improvement Program	Pg 31-41
11.3	Director Nobels, Electoral Area A – Dangerous Goods Transportation	Verbal
11.4	Old Massett Village Council application to Northern Development Initiative Trust’s Community Halls and Recreation Facilities Program	Pg 42-53

12. OLD BUSINESS

None.	-----
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13. PUBLIC INPUT

14. IN-CAMERA

That the public be excluded from the meeting according to sections 90(1)(a)(c) and (k) of the *Community Charter* “personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality”, “labour relations or other employee relations” and “negotiations and related discussions respecting the proposed provision of a municipal services that are at their preliminary stages..”

15. ADJOURNMENT



NORTH COAST REGIONAL DISTRICT

MINUTES of the Regular Meeting of the Board of Directors of the North Coast Regional District (NCRD) held at 344 2nd Avenue West in Prince Rupert, B.C. on Friday, August 18, 2017 at 7:00 p.m.

PRESENT

PRIOR TO ADOPTION

Chair	B. Pages, Village of Masset
Directors	L. Brain, City of Prince Rupert N. Kinney, City of Prince Rupert D. Franzen, District of Port Edward G. Martin, Village of Queen Charlotte (<i>teleconference</i>) U. Thomas, Village of Port Clements M. Racz, Electoral Area D B. Beldessi, Electoral Area E
Regrets	D. Nobels, Electoral Area A K. Bergman, Electoral Area C
Staff	D. Chapman, Chief Administrative Officer D. Fish, Corporate Officer
Public	3
Media	1

1. CALL TO ORDER 7:00 p.m.

2. AGENDA

MOVED by Director Kinney, SECONDED by Director Brain, that the August 18, 2017 North Coast Regional District Regular amended agenda be further amended and adopted to include the following:

- 11.5 BC Ferry Advisory Committee Meeting
- 12.3 Union of B.C. Municipalities Convention Minister Meetings Requests

293-2017

CARRIED

3. MINUTES & BUSINESS ARISING FROM MINUTES

- 3.1 Minutes of the Regular Meeting of the North Coast Regional District Board held June 16, 2017

MOVED by Director Franzen, SECONDED by Director Racz, that the minutes of Regular meeting of the North Coast Regional District Board held June 16, 2017 be adopted as presented.

294-2017

CARRIED

4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

- 4.1 Minutes of the Annual General Meeting of the Haida Gwaii Regional Recreation Commission held May 16, 2017

MOVED by Director Franzen, SECONDED by Director Brain, that the minutes of the Annual General Meeting of the Haida Gwaii Regional Recreation Commission held May 16, 2017 be received as presented.

295-2017

CARRIED

- 4.2 Minutes of the Regular Meeting of the Sandspit Water System Review Advisory Committee held November 15, 2016

MOVED by Director Beldessi, SECONDED by Director Brain, that the minutes of the Regular meeting of the Sandspit Water System Review Advisory Committee held November 15, 2016 be received as presented.

296-2017

CARRIED

- 4.3 Minutes of the Regular Meeting of the Sandspit Water System Review Advisory Committee held January 10, 2017

MOVED by Director Brain, SECONDED by Director Kinney, that the minutes of the Regular meeting of the Sandspit Water System Review Advisory Committee held January 10, 2017 be received as presented.

297-2017

CARRIED

- 4.4 Minutes of the Regular Meeting of the Sandspit Water System Review Advisory Committee held February 21, 2017

MOVED by Director Beldessi, SECONDED by Director Brain, that the minutes of the Regular meeting of the Sandspit Water System Review Advisory Committee held February 21, 2017 be received as presented.

298-2017

CARRIED

- 4.5 Minutes of the Regular Meeting of the Regional Recycling Advisory Committee held April 5, 2017

MOVED by Director Raczy, SECONDED by Director Franzen, that the minutes of the Regular meeting of the Regional Recycling Advisory Committee held April 5, 2017 be received as presented.

299-2017

CARRIED

5. DELEGATIONS

None.

6. FINANCE

- 6.1 J. Musgrave, Administrative Assistant – Cheques Payable over \$5,000 for June, 2017

MOVED by Director Kinney, SECONDED by Director Thomas, that the staff report on Cheques Payable over \$5,000 issued by the North Coast Regional District for June, 2017 be received and filed.

300-2017

CARRIED

- 6.2 J. Musgrave, Administrative Assistant – Cheques Payable over \$5,000 for July, 2017

MOVED by Director Thomas, SECONDED by Director Kinney, that the staff report on Cheques Payable over \$5,000 issued by the North Coast Regional District for July, 2017 be received and filed.

301-2017

CARRIED

7. CORRESPONDENCE

- 7.1 Honourable Justin Trudeau, Prime Minister of Canada – RE: Crude Oil Tanker Moratorium on British Columbia's North Coast

MOVED by Director Brain, SECONDED by Director Franzen, that the correspondence from the Honourable Justin Trudeau, Prime Minister of Canada, with regard to the crude oil tanker moratorium on British Columbia's north coast be received.

302-2017

CARRIED

- 7.2 C3 Alliance Corp – 4th Annual Resource Breakfast Series

MOVED by Director Franzen, SECONDED by Director Brain, that the correspondence from C3 Alliance Corp with respect to the annual resource breakfast series be received.

303-2017

CARRIED

- 7.3 Northern B.C. Helicopter Emergency Rescue Operations Society – Request for Letter of Support

MOVED by Director Thomas, SECONDED by Director Kinney, that the correspondence from the Northern B.C. Helicopter Emergency Rescue Operations Society with respect to its request for a letter in support of its proposal that the provincial government establish an independent Royal Commission to examine all aspects of pre-hospital care in B.C. be received;

AND THAT the Board of the North Coast Regional District provide a letter of support to the Northern B.C. Helicopter Emergency Rescue Operations Society with regard to its proposal that the provincial government establish an independent Royal Commission to examine all aspects of pre-hospital case in B.C.

304-2017

CARRIED

7.4 Northern Development Initiative Trust – Community Land Use Planning Program

MOVED by Director Brain, SECONDED by Director Franzen, that the correspondence from Northern Development Initiative Trust with respect to the Community Land Use Planning Program be received.

305-2017

CARRIED

7.5 Truck Loggers Association – TLA Mayoral Forestry Dinner Invitation

MOVED by Director Brain, SECONDED by Director Thomas, that the correspondence from the Truck Loggers Association with respect to the Association's Mayoral Forestry Dinner at the 2017 UBCM Convention be received.

306-2017

CARRIED

7.6 Union of B.C. Municipalities – Gas Tax Agreement Community Works Fund Payment

MOVED by Director Franzen, SECONDED by Director Brain, that the correspondence from the Union of B.C. Municipalities with respect to the North Coast Regional District's community works fund payment be received.

307-2017

CARRIED

7.7 B.C. Ferry Authority – Nominations for Appointment to the B.C. Ferry Authority Board of Directors

MOVED by Director Brain, SECONDED by Director Racz, that the correspondence from the B.C. Ferry Authority with respect to nominations for the appointment to the B.C. Ferry Authority Board of Directors be received.

308-2017

CARRIED

7.8 Honourable Marc Garneau, Minister of Transport – RE: Crude Oil Tanker Moratorium on British Columbia's North Coast

MOVED by Director Thomas, SECONDED by Director Brain, that the correspondence from the Honourable Marc Garneau, Minister of Transport, with regard to the crude oil tanker moratorium on British Columbia's north coast be received.

309-2017

CARRIED

7.9 TransCanada – Prince Rupert Gas Transmission Project Update

MOVED by Director Brain, SECONDED by Director Franzen, that the correspondence from TransCanada with regard to the an update on the Prince Rupert Gas Transmission Project be received.

310-2017

CARRIED

7.10 BC Ferry Services Inc. – Fall Ferry Advisory Committee Meeting

MOVED by Director Martin, SECONDED by Director Brain, that the correspondence from BC Ferry Services Inc. with respect to the Fall BC Ferry Advisory Committee meeting to be held in Prince Rupert, B.C. on October 25th, 2017 be received.

311-2017

CARRIED

7.11 BC Ferry Services Inc. – Significant Service Request for Route 26

MOVED by Director Martin, SECONDED by Director Racz, that the correspondence from BC Ferry Services Inc. with respect to a submitted service request for BC Ferries Route 26 be received.

312-2017**CARRIED****8. REPORTS – RESOLUTIONS****8.1 D. Fish, Corporate Officer – Alternative Approval Process for Vancouver Island Regional Library Borrowing Service Establishment Bylaw No. 614, 2017 & Vancouver Island Regional Library Loan Authorization Bylaw No. 615, 2017**

MOVED by Director Brain, SECONDED by Director Beldessi, that the staff report entitled “Alternative Approval Process for Vancouver Island Regional Library Borrowing Service Establishment Bylaw No. 614, 2017 & Vancouver Island Regional Library Loan Authorization Bylaw No. 615, 2017” be received;

AND THAT, in accordance with section 342 of the Local Government Act, approval of the electors of Bylaw No. 614, 2017 and Bylaw No. 615, 2017 be authorized in the entire service area, which is comprised of the Village of Queen Charlotte, the Village of Masset and Electoral Area E;

AND THAT, in accordance with section 86(3) of the Community Charter, October 6th at 4:30 p.m. be established as the deadline by which elector responses, under the alternative approval process for Bylaw No. 614, 2017 and Bylaw No. 615, 2017, must be submitted to the North Coast Regional District by qualified electors within the service area;

AND THAT the elector response form be approved and established as the single response form attached as Attachment D to the Corporate Officer’s August 18, 2017 staff report entitled “Alternative Approval Process for Vancouver Island Regional Library Borrowing Service Establishment Bylaw No. 614, 2017 & Vancouver Island Regional Library Loan Authorization Bylaw No. 615, 2017”

AND THAT the notice of alternative approval process, attached as Attachment D of the Corporate Officer’s August 18, 2017 staff report entitled “Alternative Approval Process for Vancouver Island Regional Library Borrowing Service Establishment Bylaw No. 614, 2017 & Vancouver Island Regional Library Loan Authorization Bylaw No. 615, 2017” be approved;

AND FURTHER THAT, pursuant to section 86(3) of the Community Charter, a fair determination of the total number of electors of the service area, being the area to which the alternative approval process applies, is 128.

313-2017**CARRIED****8.2 D. Fish, Corporate Officer – BC Ferry Authority Appointment**

MOVED by Director Brain, SECONDED by Director Beldessi, that the report from staff entitled “BC Ferry Authority Appointment” be received;

AND THAT the Board approve the selection process as outlined in the Corporate Officer’s report entitled “BC Ferry Authority Appointment”, dated August 18th, 2017.

314-2017**CARRIED**

The Board directed staff to contact Mr. Pucci with respect to a future delegation at a Regular meeting of the North Coast Regional District Board.

- 8.3 D. Lomax, Haida Gwaii Regional Recreation Coordinator – Haida Gwaii Regional Recreation: 2017 2nd Quarter

MOVED by Director Thomas, SECONDED by Director Brain, that the report from staff entitled “Haida Gwaii Regional Recreation: 2017 2nd Quarter” be received.

315-2017

CARRIED

- 8.4 D. Fish, Corporate Officer – Haida Gwaii Building/Fire Inspection Feasibility Study Funding

MOVED by Director Brain, SECONDED by Director Kinney, that the report from staff entitled “Haida Gwaii Building/Fire Inspection Feasibility Study Funding” be received;

AND THAT the 2017 Annual Budget, Function 901, be amended as follows:

- \$5,600 in Surplus funding to be allocated toward current year expenditures; and
- \$4,970 in Transfer to Reserves be allocated toward current year expenditures.

AND FURTHER THAT the Board of the North Coast Regional District authorize the use of \$10,570 in Feasibility Studies, Function 901, to be used toward the undertaking of a building/fire inspection feasibility study for Haida Gwaii.

316-2017

CARRIED

Directors Racz and Beldessi opposed.

- 8.5 D. Fish, Corporate Officer – Emergency Notification System for Haida Gwaii (ePact)

MOVED by Director Racz, SECONDED by Director Franzen, that the report from the consultant entitled “Emergency Notification System for Haida Gwaii (ePact)” be received;

AND THAT that the Board of the North Coast Regional District support the adoption of the ePact system;

AND FURTHER THAT staff be directed to work with the All Island Emergency Planning Committee to negotiate cost of implementation of the ePact system on Haida Gwaii.

317-2017

CARRIED

- 8.6 S. Gill, Treasurer – Proposed Tlell Fire Protection Service

MOVED by Director Racz, SECONDED by Director Brain, that the report from the consultant entitled “Proposed Tlell Fire Protection Service” be received for information.

318-2017

CARRIED

8.7 D. Fish, Corporate Officer – Haida Gwaii Recreation Survey

MOVED by Director Racz, SECONDED by Director Thomas, that the report from the consultant entitled “Haida Gwaii Recreation Survey” be received;

AND THAT Staff work with the Haida Gwaii Regional Recreation Coordinator to implement a standardized communications strategy for all Haida Gwaii Regional Recreation program and service offerings;

AND FURTHER THAT this information be brought forward to the Board of the North Coast Regional District’s 2018-2023 Financial Planning discussions for consideration.

319-2017**CARRIED**

The Board directed staff to follow-up with the Village of Old Massett with respect to its planning for a potential swimming facility on Haida Gwaii.

9. BYLAWS**9.1 Bylaw No. 616, 2017 – Being a bylaw to provide for the determination of various procedures for the conduct of local government elections and other voting**

MOVED by Director Franze, SECONDED by Director Thomas, that Bylaw No. 616, 2017 be given first reading.

320-2017**CARRIED**

MOVED by Director Kinney, SECONDED by Director Brain, that Bylaw No. 616, 2017 be given second reading.

321-2017**CARRIED**

MOVED by Director Franzen, SECONDED by Director Racz, that Bylaw No. 616, 2017 be given third reading.

322-2017**CARRIED**

MOVED by Director Racz, SECONDED by Director Thomas, that Bylaw No. 616, 2017 be adopted.

323-2017**CARRIED****10. LAND REFERRALS / PLANNING**

None.

11. NEW BUSINESS

11.1 Director's Reports

MOVED by Director Franzen, SECONDED by Director Brain, that the verbal reports from the Directors, as follows, be received:

Director Brain – City of Prince Rupert

- Attended a meeting between the Northwest B.C. Resource Benefits Alliance Chairs and various Ministers with respect to a revenue sharing agreement for northwest B.C. communities. The NDP reaffirmed its election promise to begin revenue sharing discussions in fall 2017.

Director Franzen – District of Port Edward

- The District is removing the community's trailer court as the site has been deemed to be dangerous.

Director Thomas – Village of Port Clements

- The new Village Council completed its strategic planning session, with cell phone coverage having been identified as a top priority.

Director Beldessi – Electoral Area E

- Sandspit is relatively busy with a significant amount of tourist traffic in the community; and
- The Moresby Island Management Standing Committee resolved to use \$250,000 in Gwaii Trust Vibrant Communities funding for a fibre optics project on Moresby Island.

Director Racz – Electoral Area D

- The Tlell Fall Fair and the Edge of the World Music Festival were both held in Tlell over the past month and both were successful events; and
- Taan Forest has signed 5 year agreements with qualified proponents for forestry services on Haida Gwaii.

Director Martin – Village of Queen Charlotte

- Director Martin attended BC Ferries Advisory Committee meetings on August 17th and 18th in Vancouver, B.C.;
- Director Martin spoke with respect to the service request to investigate a contract ferry service for Route 26 and noted that there is a precedent set on Route 13; and
- In conversation with the Minister of Transportation and Infrastructure, officials noted that its government would be pushing to return seniors and minor route discounts to BC Ferries sailings.

Chair Pages – Village of Masset

- Attended a meeting between the Northwest B.C. Resource Benefits Alliance Chairs and various Ministers with respect to a revenue sharing agreement for northwest B.C. communities. The NDP reaffirmed its election promise to begin revenue sharing discussions in fall 2017; and
- Telephone numbers between communities on Haida Gwaii have now become local calling.

324-2017

CARRIED

11.2 Haida Gwaii Public Transportation Study

MOVED by Director Racz, SECONDED by Director Thomas, that the Haida Gwaii Public Transportation Study be received;

AND THAT the North Coast Regional District request that BC Transit undertake an updated feasibility study for public transportation on Haida Gwaii, to be funded in whole by BC Transit and Gwaii Trust.

325-2017**CARRIED****11.3 Qay'llnagaay Heritage Centre Society – Application to Northern Development Initiative Trust's Fabulous Festivals and Events Program**

MOVED by Director Beldessi, SECONDED by Director Franzen, that the Qay'llnagaay Heritage Centre Society's application to Northern Development Initiative Trust's Fabulous Festivals and Events program be received;

AND THAT the Board of the North Coast Regional District support the Qay'llnagaay Heritage Centre Society's application to Northern Development Initiative Trust's Fabulous Festivals and Events program, in the amount of \$2,500, to be used toward the 9th Annual Kay Anniversary.

326-2017**CARRIED****11.4 North Coast Regional District Rebranding Strategy**

MOVED by Director Brain, SECONDED by Director Franzen, that the North Coast Regional District Rebranding Strategy be received.

327-2017**CARRIED**

The Board directed staff to include the Haida Gwaii Tourism Strategy as a reference document for Upanup Studios Inc. in rebranding of the North Coast Regional District. The Board requested that September 23rd, 2017 be earmarked as a workshop to review the proposed rebranding strategy.

11.5 BC Ferry Advisory Committee Meeting

MOVED by Director Franzen, SECONDED by Director Brain, that the verbal report from Mr. Cunningham with respect to the October 25, 2017 BC Ferries Advisory Committee meeting and proposed meet and greet be received;

AND THAT staff review current budget for funding to support a proposed meet and greet event to be held prior to the BC Ferries Advisory Committee meeting on October 25, 2017.

328-2017**CARRIED**

12. OLD BUSINESS**12.1 Board Policy: Delegations**

MOVED by Director Beldessi, SECONDED by Director Racz, that the North Coast Regional District Delegations Board Policy be amended as follows:

- Add: Subsection 6.2 “At the time the delegation request is received, the Corporate Officer shall notify the Board of the Regional District”; and
- Renumber Section 6.0 accordingly.

329-2017**CARRIED****12.2 Ministry of Forests, Lands and Natural Resource Operations – New Allowable Annual Cut Level set for Portion of Pacific TSA**

MOVED by Director Thomas, SECONDED by Director Racz, that the press release from the Ministry of Forests, Lands and Natural Resource Operations with respect to the new allowable annual cut for the Pacific timber supply area be received.

330-2017**CARRIED****12.3 Union of B.C. Municipalities Convention Minister Meetings Requests**

MOVED by Director Franzen, SECONDED by Director Brain, that a meeting with the Minister of Energy, Mines and Petroleum Resources to discuss LNG development in the region be scheduled at the 2017 UBCM Convention.

331-2017**CARRIED****13. PUBLIC INPUT**

There were 3 questions from the public.

14. IN CAMERA

MOVED by Director Racz, SECONDED by Director Brain, that the Board move to the In-Camera meeting following the Regular meeting according to section 90(1)(a) of the *Community Charter* “personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality”.

332-2017**CARRIED****15. ADJOURNMENT**

MOVED by Director Franzen, SECONDED by Director Racz, that the North Coast Regional District Regular Board meeting be adjourned at 9:13 p.m.

333-2017**CARRIED**

Approved and adopted:

Certified correct:

Chair

Corporate Officer



NORTH COAST REGIONAL DISTRICT

MORESBY ISLAND MANAGEMENT STANDING COMMITTEE

MINUTES of the Regular Meeting of the Moresby Island Management Standing Committee (MIMSC) held at Sandspit Community Hall, Sandspit, B.C. on June 6, 2017 at 7:00 PM.

Adopted July 5, 2017

PRESENT Behn Cochrane, Bill Quaas, Bill Beldessi

ABSENT Gail Henry, Stan Hovde

Chair Gail Henry (Absent)

Vice Chair Behn Cochrane

Staff Barb Parser

Public 7

1. CALL TO ORDER 7:05 PM

2. CONSIDERATION OF AGENDA (additions/deletions)

037-2017 MOTION to accept agenda as presented, moved by Bill Quaas seconded by Bill Beldessi, Carried

3. MINUTES & BUSINESS ARISING FROM MINUTES

3.1 Minutes May 2017

038-2017 MOTION to adopt and file May Minutes, moved by Bill Quaas, seconded by Bill Beldessi, Carried

4. DELEGATIONS

4.1 Joseph Lavoie, Gwaii Communications

5. CORRESPONDENCE

5.1 Haida Governance for Model for Health

039-2017 MOTION to receive and file 5.1 correspondence, moved by Bill Quaas , seconded by Bill Beldessi, Carried

6. REPORTS – RESOLUTIONS

6.1 Water Operators Report November 2016

040-2017 MOTION to accept and file Water operators report, moved by Bill Beldessi, seconded by Bill Quaas, Carried

6.2 Directors Report - Verbal, no motion made for Directors Report

7. OLD BUSINESS None

8. NEW BUSINESS

8.1 Loggers Sports Day - GT Community Events Funding Request for up to \$5000,00 grant

8.2 Sandspit Wild Harvest Festival - GT Community Events Funding Request for up to \$2,500.00 grant

041-2017 ELECTRONCI MOTION that we apply to GT for the Community Events funding for \$5,000.00 and grant \$3,000.00 to Loggers Sports Committee and \$2000.00 to Wild Harvest Festival, moved by Behn Cochrane, seconded by Gail Henry, Stan Hovde in favor, Bill Quaas in favor, Bill Beldessi opposed, Carried

9. PUBLIC INPUT None

10. IN CAMERA None

11. ADJOURNMENT

043-2017 Motion to Adjourn by Behn Cochrane, 8:05 PM, Carried

Approved and adopted:

Certified correct:

Chair

Secretary



NORTH COAST REGIONAL DISTRICT

MORESBY ISLAND MANAGEMENT STANDING COMMITTEE

MINUTES of the Regular Meeting of the Moresby Island Management Standing Committee (MIMSC) held at Sandspit Lord of Life Church, Sandspit, B.C. on July 5, 2017 at 7:00 PM.

Adopted September 5, 2017

PRESENT Gail Henry, Behn Cochrane, Bill Quaas, Bill Beldessi

ABSENT Stan Hovde

Chair Gail Henry

Vice Chair Behn Cochrane

Staff Barb Parser

Public 5

1. CALL TO ORDER 7:08 PM

2. CONSIDERATION OF AGENDA (additions/deletions)

3. MINUTES & BUSINESS ARISING FROM MINUTES

3.1 Minutes June 2017

044-2017 MOTION to adopt and file June Minutes, moved by Behn Cochrane, seconded by Bill Quaas, Carried

4. DELEGATIONS

None

5. CORRESPONDENCE

None

6. REPORTS – RESOLUTIONS

None

7. OLD BUSINESS

None

8. NEW BUSINESS

8.1 Gwaii Communications - Vote regarding GT funding request of \$250,000.00

045-2017 MOTION to approve Gwaii Communications funding request for \$250,000.00 based on approval of their Federal application moved by Behn Cochrane, seconded by Bill Quaas, Carried

9. PUBLIC INPUT

None

10. IN CAMERA

None

11. ADJOURNMENT

046-2017 Motion to Adjourn by Gail Henry, 7:41 PM, Carried

Approved and adopted:

Certified correct:

Chair

Secretary

North Coast Regional District
Cheques payable over \$5,000 - AUGUST, 2017

Payable To	Date	Amount	Purpose
Big Red Enterprises Ltd.	10-Aug	\$ 17,207.61	July Garbage Collection Contract
Pacific Blue Cross	10-Aug	\$ 5,517.34	August PBC & BC Life Premiums
Ticker's Hauling & Storage	10-Aug	\$ 15,440.25	Skidegate Transfer Station cleanup as per MOE, building & equipment rental & porto toilet rental/cleaning
Upanup Studios	10-Aug	\$ 7,350.00	RD Rebranding - Create strategy & presentation
Vancouver Island Regional Library	10-Aug	\$ 11,420.00	2017 Third Quarter Total Levy
Receiver General	11-Aug	\$ 10,415.98	Payroll Remittance (PP16-2017)
Municipal Pension Plan	11-Aug	\$ 5,998.84	Payroll Remittance (PP16-2017)
Receiver General	23-Aug	\$ 12,453.11	Payroll Remittance (PP17-2017)
CUETS Financial RD Credit Card	23-Aug	\$ 6,469.14	Director travel, Annual Fleet Insurance, ISW internet, etc.
Municipal Pension Plan	23-Aug	\$ 5,976.41	Payroll Remittance (PP17-2017)

CHEQUES OVER \$5,000:	\$ 98,248.68
CHEQUES UNDER \$5,000:	\$ 57,490.33
TOTAL CHEQUES:	<u>\$ 155,739.01</u>



Oceans Program
200 - 401 Burrard Street
Vancouver, BC, V6C 3S4

August 24, 2017

Mr. Doug Chapman
Skeena-Queen Charlotte Regional District
14-342 3rd Avenue West
Prince Rupert BC V8J 1L5

Dear Mr. Chapman,

In February 2017, the Honourable Dominic LeBlanc, Minister of Fisheries and Oceans and the Canadian Coast Guard (DFO), designated the Hecate Strait and Queen Charlotte Sound Glass Sponge Reefs Marine Protected Area (HS/QCS MPA). The MPA is located in the Northern Shelf Bioregion of the Pacific Region, and includes three individual glass sponge reefs, representing approximately 2,410 square kilometers (see attachment below). For information regarding the MPA, including its Regulations, location, and conservation objectives, please refer to DFO's HS/QCS MPA website (<http://www.dfo-mpo.gc.ca/oceans/mpa-zpm/hecate-eng.html>).

At this time, DFO is planning to establish the Hecate Advisory Committee (HAC), a multi-sector advisory committee that will support the development of the HS/QCS MPA management plan.

The purpose of this letter is to invite you to identify **1 member** and **1 alternate** from the Regional Districts identified to participate in the HAC (i.e. Central Coast, Kitimat-Stikine, and Skeena-Queen Charlotte Regional District).

The *tentative* schedule of topics to be covered by the advisory committee is as follows:

- 1) October 2017: Review HAC Terms of Reference, recommendation process, and timeline;
- 2) October 2017 to February 2018: Review and advise on the draft management plan framework, and conservation objectives;
- 3) March 2018 to September 2018: Review and advise on the draft management plan and conservation objectives;
- 4) November 2018 to February 2019: Review and advise on the final draft management plan, and conservation objectives.

Finalized schedule and topics for discussion are subject to change based on the HAC's recommendations.



Please coordinate amongst yourselves to identify **1 member** and **1 alternate** to participate in the HAC.

Please note that other relevant sectors (i.e. indigenous communities; federal and provincial governments; commercial and recreational fisheries; shipping and transportation; energy; and conservation) will also be invited to participate in the HAC to represent their interests in the HS/QCS MPA.

The first HAC meeting will be held in October 2017, in Vancouver, British Columbia (exact date to be determined). It is anticipated that the HAC will meet an additional three times and every effort will be made to coordinate these meetings with other advisory meetings.

Please identify your elected member and alternate and his/her intent to participate in the HAC to Alison Fung, by email (Alison.Fung@dfo-mpo.gc.ca) or phone (604-666-9525), no later than September 25, 2017. An agenda and additional information will follow upon confirmation of participation.

Should you have any questions, please contact Alison. Thank you for your attention and we look forward to your response by September 25, 2017.

Sincerely,

Alice Cheung
Regional Manager, Oceans Program
Ecosystems Management Branch
Telephone: (604) 666-0209

CC: Brigid Payne, A/ Director, Oceans and Salmonid Enhancement Program
Diana Trager, A/Regional Director, Ecosystem Management Branch
Colin Masson, Director, DFO North Coast Area

Encl: Figure 1: Map of the Hecate Strait and Queen Charlotte Sound Glass Sponge Reefs Marine Protected Area

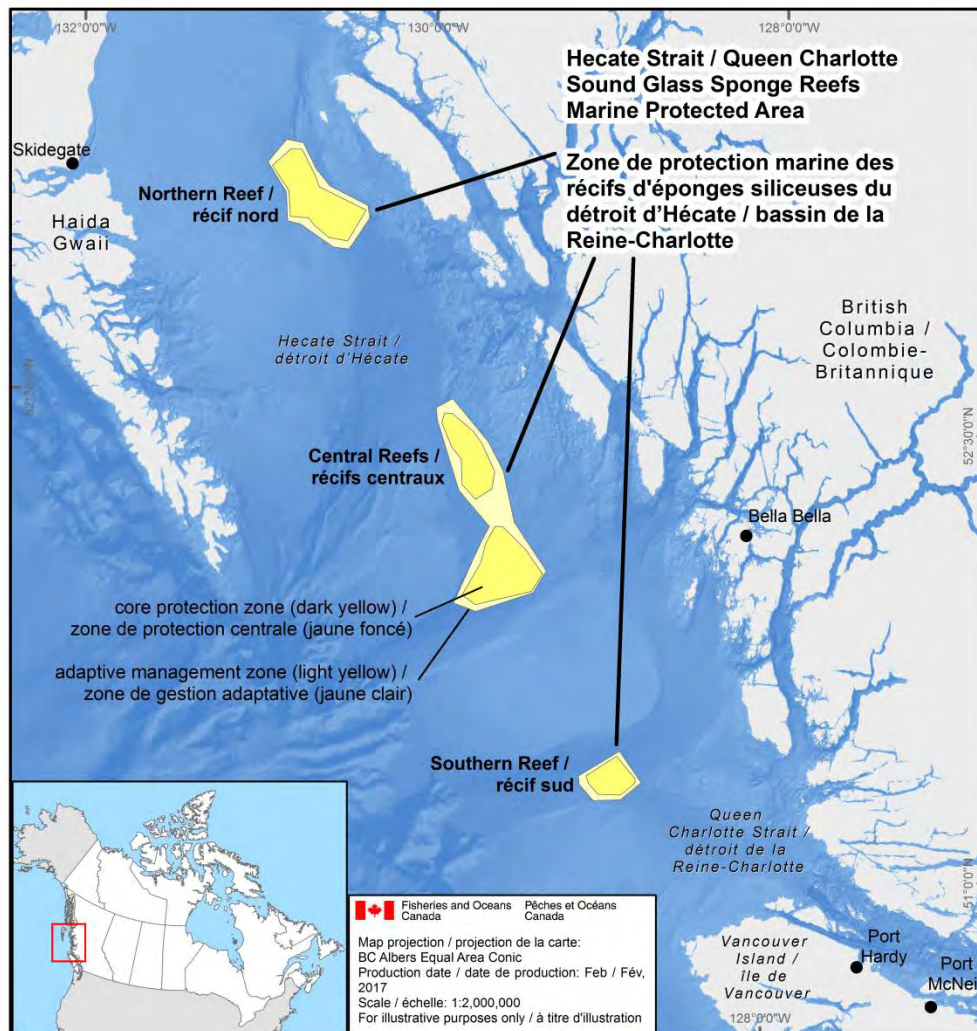


Figure 1: Map of the Hecate Strait and Queen Charlotte Sound Glass Sponge Reefs Marine Protected Area

September 11, 2017

Chair Barry Pages
and Directors of the Regional District
North Coast
info@sqcrd.bc.ca

Re: 2017 UBCM Meeting Opportunity

To Chair Barry Pages,

With the 2017 Union of BC Municipalities (UBCM) conference in Vancouver fast approaching, the Members of the Official Opposition would like to extend an invitation to meet during the UBCM conference. As the Official Opposition, we continue to value the positive working relationships we have with local governments, and intend to strongly advocate for you in Victoria. As the Opposition Critic for Municipal Affairs, I look forward to learning more about the unique challenges and opportunities facing your community.

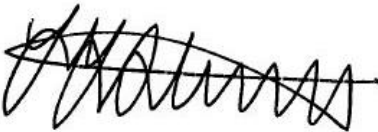
Serving as an MLA for the past four and half years, I have developed tremendous respect for the work of local governments. The passion you have for bettering your communities is inspiring. The dedication of local government elected officials is moving; I witnessed first-hand the commitment of Chairs, Mayors, Board and Council members to their residents during our wildfire crisis in the Interior. I was proud to work side-by-side with local government officials and fellow MLAs as we pulled together to ensure our residents were safe and homes were protected. Whether it was distributing emergency supplies or hosting public information meetings, elected officials were the first to step up to support the evacuees and those affected by the wildfires. Thank you for all that you have done and will continue to do.

Local governments are often thought of as the “boots on the ground” when it comes to government interaction with our shared constituents. While times of crisis allow you to demonstrate the responsiveness and flexibility of your governments, your consistent and reliable delivery of services such as water, solid-waste collection, the arts, and recreation programs, are essential to the quality of life we all enjoy as BC residents. It is my job to ensure that you are being provided the necessary Provincial resources and supports to continue to provide those quality-of-life services to your residents.

I hope each of you will take the time to meet with me during UBCM so I can connect directly, learning of your greatest needs and opportunities. Solutions are possible when we work together towards creative and positive outcomes for our communities.

Our Caucus will be hosting the Official Opposition UBCM Breakfast at the Fairmont Waterfront in the Mackenzie Ballroom for all delegates from 6:30am to 7:55am on Friday, September 29th and I invite you to join us for a hot breakfast. If you would like to set up a time to meet with myself or any of our opposition critics at UBCM, please contact Gul Gulsen at Gul.Gulsen@leg.bc.ca, or via phone at 604-660-2630.

Sincerely,



Todd G. Stone, MLA
Official Opposition Critic for Municipal Affairs



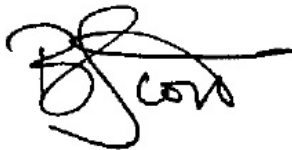
September 13, 2017

Greetings:

Greyhound Canada Transportation ULC has filed an application with the B.C. Passenger Transportation Board for the elimination of certain bus routes that affects intercity bus service in your regional district. Details of these changes appear in the enclosed Public Notice.

Should your regional district have any comments regarding this proposal, please notify the B.C. Passenger Transportation Board at the address set out in the Public Notice by **Friday October 13, 2017**.

Yours sincerely,



Brad Scott
BC District Manager, Passenger Services
Greyhound Canada Transportation ULC

100 Woolridge Street, Coquitlam, BC V3K 5V4



PUBLIC NOTICE OF APPLICATION FOR ROUTE ELIMINATION

Greyhound Canada Transportation ULC (Greyhound)

B.C. Passenger Transportation Board (“Board”) Application # 256-17

Posting Period September 13, 2017 to October 13, 2017

Please take note that Greyhound has applied to the Board to amend its Passenger Transportation License # 70414 to eliminate service on the following routes:

- I1: Dawson Creek - Fort Nelson
- I2: Fort Nelson - Yukon Border & Highway 97
- J: Dawson Creek - Prince George
- K: Prince George - Fort St James
- L1: Prince Rupert - Prince George
- L2: Prince George - Albert Border & Highway 16
- S2: University Endowment Lands (UBC) - Whistler
- T: Victoria - Nanaimo
- Y: Victoria - Vancouver

This application is a regrettably unavoidable response to a challenging transportation environment that is characterized by diminishing ridership [51% decline in ridership over these routes], escalating costs and increased competition from publicly subsidized services. Despite significant efforts over the past several years to reduce costs as well as other measures to adapt to the market, Greyhound continues to suffer important losses from its passenger operations in BC and is now forced to make this application as part of an effort to offer a viable, streamlined Intercity Bus Service in the Province. .

Business as Usual Pending Regulatory Review and Approval

Greyhound's BC operations will continue to operate normally on these routes during the regulatory process review period-the Company does not foresee any changes to operations in 2017. Subject to the outcome of the Board's review of our application we do not anticipate these changes will come into effect until early 2018. We expect no impact on passenger ticketing and package transport for the remainder of this year.

- More information about the application, including, changes affecting other routes and the “Applicant's Rationale” by Greyhound is available at www.ptboard.bc.ca/bus.htm.
- The Passenger Transportation Board will consider written comments it receives by **Friday October 13, 2017**.
 - Send comments to the Passenger Transportation Board at Box 9850 STN PROV GOVT, Victoria BC, V8W 9T5, or by fax at (250) 953-3788 or email at ptboard@gov.bc.ca.
 - The Board forwards comments to Greyhound, comments from private individuals are subject to a privacy and confidentiality agreement that Greyhound Canada Transportation ULC has made with the Board.

Eliminated Route Points on Eliminated Routes:

- I1: Dawson Creek - Fort Nelson
City of Dawson Creek, District of Taylor, City of Fort St John, Wonowon, Pink Mountain, Buckinghorse River, Prophet River, Town of Fort Nelson.
- I2: Fort Nelson - Yukon Border & Highway 97
Town of Fort Nelson, Steamboat, Summit Lake, Toad River Lodge, Muncho Lake, Liard River, Coal River, Fireside, (Contact Creek, Yukon), (Iron Creek, Yukon), Lower Post, Yukon Border & Highway 97.
- J: Dawson Creek - Prince George
City of Dawson Creek, Arras, Groundbirch, District of Chetwynd, Pine Valley, Azouetta Lake, Mackenzie Junction, District of Mackenzie, McLeod Lake Lodge, Bear Lake, Salmon River, City of Prince George.
- K: Prince George - Fort St James
City of Prince George, Mud River, Telechik Road, Bednesti Resort, Finmore, Mapes Road, District of Vanderhoof, 12 Mile, Dog Creek, District of Fort St James.
- L1: Prince Rupert - Prince George
City of Prince Rupert, Port Edward Corner, Tyee, Kwinitza, Shames, City of Terrace, Kitwanga Junction, Skeena Cross, District of New Hazelton, Moricetown, Town of Smithers, Village of Telkwa, District of Houston, Topley, Broman Lake, Village of Burns Lake, Fraser Lake, Fort Fraser, District of Vanderhoof, City of Prince George.
- L2: Prince George - Alberta Border & Highway 16
City of Prince George, Bowron River, Dome Creek, Crescent Spur, Lamming Mills, Village of McBride, Tete Jaune Cache Junction, Village of Valemount, Mount Robson, Alberta Border & Highway 16.
- S2: University Endowment Lands (UBC) – Whistler
University Endowment Lands, City of Vancouver, City of West Vancouver, Resort Municipality of Whistler. [Note that service between Vancouver, Whistler and Pemberton is preserved under Route S1]
- T: Victoria – Nanaimo
City of Victoria, City of Langford, Goldstream, Mill Bay, Cobble Hill, Cowichan Bay, City of Duncan, District of North Cowichan, Saltair, Town of Ladysmith, Cassidy, City of Nanaimo.
- Y: Victoria - Vancouver
City of Victoria, District of Saanich, District of Central Saanich, District of North Saanich, Town of Sidney, Tsawwassen Ferry Terminal, Vancouver International Airport, City of Vancouver.

NCRD Info

From: Minister, MAH MAH:EX <MAH.Minister@gov.bc.ca>
Sent: Thursday, September 14, 2017 12:49 PM
To: 'info@sqcrd.bc.ca'
Subject: 206769: Minister Robinson Introduction

Ref: 206769

Mr. Barry Pages
 and Members of the Board
 North Coast Regional District

Email: info@sqcrd.bc.ca

Dear Chair Pages and Board Members:

I am pleased to take this opportunity to introduce myself to you as the Minister of Municipal Affairs and Housing.

I am honoured to have been asked by the Honourable John Horgan, Premier, to undertake responsibility for this ministry, which has an important mandate to support the health and success of communities and their residents, including by now combining three important pillars of Local Government, Housing and Construction Standards and lower mainland transit (TransLink), into one ministry.

I am familiar with this portfolio both from my previous experience as City Councillor for the City of Coquitlam and six years' experience as Opposition Critic for Local Government in the Legislature. I trust that our government shares consistent priorities with yours of making life more affordable for British Columbians, delivering services that people can count on and building a strong, sustainable, innovative economy that works for everyone.

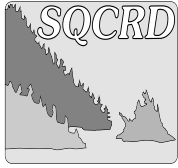
I have the support of an experienced and capable executive team: Jacqueline Dawes, Deputy Minister; Tara Faganello, Assistant Deputy Minister, Local Government; Greg Steves, Assistant Deputy Minister, Housing and Construction Standards, and Kevin Volk, Assistant Deputy Minister, Community and Legislative Services (including responsibility for TransLink). This team will be working closely with me as we take on the ambitious mandate that I have been given by the Premier. We look forward to working with you as together we seek the best ways to address the challenges and opportunities facing your communities.

I am hoping to connect with you by telephone before the annual Union of British Columbia Municipalities Convention in September 2017, and ideally in an in-person meeting with you at the Convention. Otherwise, I look forward to meeting with you in future as areas of shared interest, or other priorities, arise.

Again, I am pleased to have this portfolio and to take on the responsibility for its programs which are of critical importance to communities and regions across British Columbia.

Sincerely,

Selina Robinson
 Minister of Municipal Affairs
 and Housing



STAFF REPORT

DATE: September 22, 2017

TO: Doug Chapman, Chief Administrative Officer

FROM: Daniel Fish, Corporate Officer

SUBJECT: Appointment of Election Officials

Recommendation:

THAT the staff report entitled “Appointment of Election Officials” be received;

AND THAT pursuant to Section 58 of the *Local Government Act*, Daniel Fish be appointed Chief Election Officer for conducting the 2018 general local elections with power to appoint other election officials as required for the administration and conduct of the 2018 general local elections;

AND THAT Doug Chapman be appointed Deputy Chief Election Officer for the 2018 general local elections.

BACKGROUND:

The next local government elections will be held on Saturday, October 20, 2018.

While provincial elections are administered by Elections BC, local government elections are managed by chief election officers that are appointed independently by each local government.

DISCUSSION:

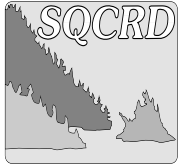
For the purpose of conducting an election, the North Coast Regional District must appoint both a Chief Election Officer (CEO) and a Deputy Chief Election Officer (DCEO). These appointments must be by resolution at an open meeting of the Board.

The CEO and DCEO are responsible for conducting a fair, open and honest election. Neither they, nor any other election officials, should be connected in any way with candidates or the issues on the ballot.

RECOMMENDATION:

Staff recommends the Board appoint the following officers to manage the 2018 local government election process:

- Daniel Fish – Chief Election Officer; and
- Doug Chapman – Deputy Chief Election Officer.



STAFF MEMORANDUM

DATE: September 22, 2017

TO: Doug Chapman, Chief Administrative Officer

FROM: Daniel Fish, Corporate Officer

SUBJECT: ePact System Update

Recommendation:

THAT the staff report entitled “ePact System Update” be received for information.

PURPOSE:

The purpose of this report is to provide an update to the Board of the North Coast Regional District (NCRD) with respect to the implementation of an all-island emergency notification system, ePact.

BACKGROUND:

In 2017, the All Island Emergency Planning Committee (Committee) had researched various mass emergency communication systems available. This involved cost and functionality comparisons to determine the most effective system and then to leverage an “All-Island” buy-in to try and reduce costs. Following the Committee’s research, the ePact Network was the recommended option for an all-island mass emergency notification system.

At its Regular meeting held August 18, 2017, the Board of the NCRD supported the adoption of the ePact system and directed staff to work with the Committee with respect to implementation of the system.

DISCUSSION:

The Villages of Masset, Queen Charlotte, Port Clements, Skidegate, Old Massett and the NCRD have all supported the adoption of the ePact system.

Registration into the ePact system is now available for residents on Haida Gwaii through the following web link: <https://epactnetwork.com/en/signup/haidagwaiialerts>. This information has been circulated to residents on Haida Gwaii via mail out brochures and is advertised on each municipal website. At the time of preparing this memorandum, 554 residents have prescribed to the service.

It should be noted that the previous emergency notification system for Electoral Area D, One Call Now, will cease to be used following October 31, 2017 and its subscription will not be renewed.

Financial Implications

The total cost of implementation for the ePact system is \$10,864, which includes a one-time start-up fee of \$2,500. The total cost to the NCRD is as follows:

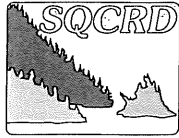
Function:	Total:
Emergency Program Area D	\$1,144.33
Emergency Program Area E	\$719.95

In 2018, those costs will each be reduced by \$208.33 as there will be no start-up costs incurred in subsequent years.

The Committee intends to test the ePact system in conjunction with the Great Shakeout BC Drill to be held on October 19, 2017 at 10:19 a.m.

RECOMMENDATION:

Staff is recommending that the Board of the NCRD receive this memorandum for information.



BOARD REPORT

To: Doug Chapman, CAO

From: Justina Musgrave, Administrative Assistant

Subject: Support for Participation of the "ShakeOut BC" Drill

Date: September 22, 2017

File #: 7130

RECOMMENDATION:

THAT the Board receives the staff report entitled "Support for Participation of the ShakeOut BC Drill";

AND THAT the Board hereby approves participating in the "Great BC ShakeOut" on October 19, 2017 at 10:19am.

BACKGROUND:

The BC Earthquake Alliance Society is organizing a province-wide earthquake drill to be held on October 19, 2017 at 10:19am, to enhance public awareness of the earthquake hazard and encourage personal preparedness. During the drill, participants will be asked to "Drop, Cover and Hold On" for up to two minutes, in response to a simulated earthquake event.

DISCUSSION:

The "Great BC ShakeOut" is being led by the BC Earthquake Alliance Society and the ShakeOut BC Organizing Committee, a coalition of local, provincial, federal and non-governmental organizations working together to promote earthquake preparedness to British Columbians. The drill, which is intended to be an annual event, is modeled after the highly successful "Great California ShakeOut". The drill was originally scheduled for January 26th each year to mark the 311th anniversary of the last magnitude 9 earthquake in BC (January 26, 1700). As this date conflicted with Secondary Schools provincial exams, the date has now been changed to the third Thursday of each October.

The largest Canadian earthquake occurred on Haida Gwaii in 1949, registering at a magnitude 8.1. Canada's second largest earthquake occurred on Haida Gwaii in 2012, registering at a magnitude 7.8.

British Columbia is located in one of the most seismically active regions in the world with more than 3,000 earthquakes occurring every year. While most are too small to be felt, the risk of a major one causing significant damage is real.

Please refer to the ShakeOut BC website at www.shakeoutbc.ca for valuable information. The ShakeOut BC Organization Committee is encouraging individuals and organizations to register, promote the drill within their community and have staff participate on drill day.

For Information:

EARTHQUAKE MAGNITUDE SCALE		
Magnitude	Earthquake Effects	Estimated # Each Year
2.5 or less	Usually not felt, but can be recorded by seismograph	900,000
2.5 to 5.4	Often felt, but only causes minor damage	30,000
5.5 to 6.0	Slight damage to buildings and other structures	500
6.1 to 6.9	May cause a lot of damage in very populated areas	100
7.0 to 7.9	Major earthquake – Serious damage	20
8.0 or greater	Great earthquake – Can totally destroy communities near the epicenter	One in every 5 to 10 years

Each number increase on the Richter scale indicates an intensity ten times stronger, ie)

Magnitude 6 = **10** times stronger than a magnitude 5 earthquake

Magnitude 7 = **100** times stronger than a magnitude 5 earthquake

Magnitude 8 = **1000** times stronger than a magnitude 5 earthquake

THE 10 LARGEST EARTHQUAKES EVER RECORDED		
Location	Date	Magnitude
Valdivia, Chile	May 22, 1960	9.5
Prince William Sound, Alaska	March 28, 1964	9.2
Sumatra, Indonesia	December 26, 2004	9.1
Sendai, Japan	March 11, 2011	9.0
Kamchatka, Russia	November 4, 1952	9.0
Bio-bio, Chile	February 27, 2010	8.8
Ecuador coast	January 31, 1906	8.8
Rat Islands, Alaska	April 2, 1965	8.7
Sumatra, Indonesia	March 28, 2005	8.6
Assam, Tibet	August 15, 1950	8.6

COST & BUDGET IMPLICATIONS:

Minimal - Staff participation in the drill and advertising.

Attachment: Seven Steps to Earthquake Safety

Seven Steps to Earthquake Safety

When it comes to disaster, there are simple things you can do to make yourself safer. The information on this page is designed as a step-by-step guide to give you details on what to do before, during, and after an earthquake. Start with the simple tips within each step so that you can build on your accomplishments.

An example of this in Step 1 is moving heavy, unsecured objects from top shelves onto lower ones. This will only take minutes to complete and you are safer from that hazard!

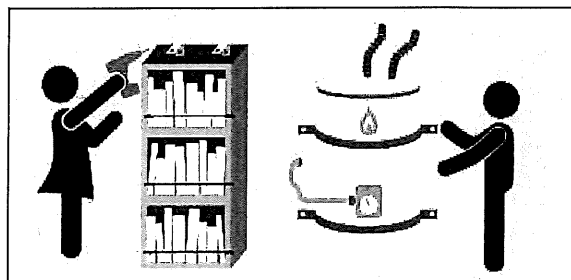
The information in the steps linked below will help you learn how to better prepare to survive and recover, wherever you live, work, or travel.

Prepare

Before the next big earthquake we recommend these four steps that will make you, your family, or your workplace better prepared to survive and recover quickly:

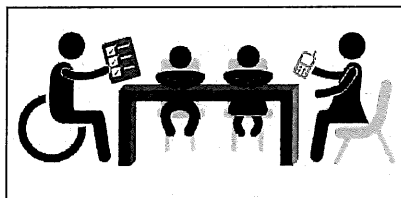
Step 1:

Secure your space by identifying hazards and securing moveable items.



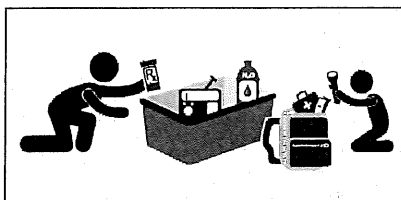
Step 2:

Plan to be safe by creating a disaster plan and deciding how you will communicate in an emergency.



Step 3:

Organize disaster supplies in convenient locations.



Step 4:

Minimize financial hardship by organizing important documents, strengthening your property, and considering insurance.

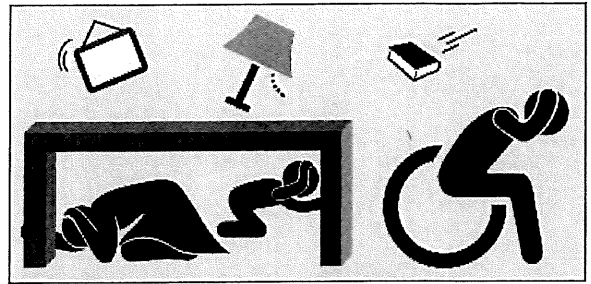


Survive And Recover

During the next big earthquake, and immediately after, is when your level of preparedness will make a difference in how you and others survive and can respond to emergencies:

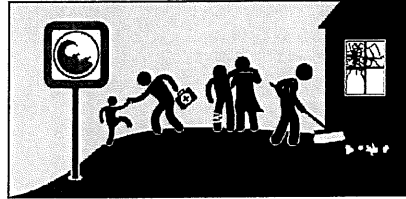
Step 5:

Drop, Cover, and Hold On when the earth shakes.



Step 6:

Improve safety after earthquakes by evacuating if necessary, helping the injured, and preventing further injuries or damage.

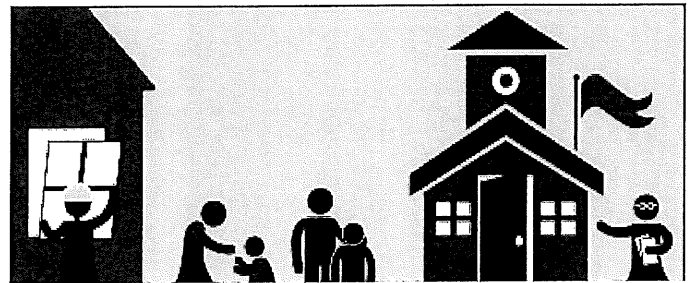


After the immediate threat of the earthquake has passed, your level of preparedness will determine your quality of life in the weeks and months that follow:

Step 7:

Reconnect and Restore

Restore daily life by reconnecting with others, repairing damage, and rebuilding community.



BUSINESS FAÇADE IMPROVEMENT

FUNDING APPLICATION

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>**1. Applicant Profile**

Local government name (municipality or regional district):	
North Coast Regional District	
Address (mailing address including street, city, postal code):	
14-342 3rd Avenue West, Prince Rupert, BC V8J 1L5	
Telephone:	Fax:
250-624-2002	250-627-8493
Email:	Website (URL):
info@sqcrd.bc.ca	www.sqcrd.bc.ca

2. Primary Contact Information

Primary contact (for this application):	Position/title:
Daniel Fish	Corporate Officer

+ Complete the following only if different from the above community contact information:

Address (mailing address including street, city, postal code):	Email:
	dfish@sqcrd.bc.ca
Telephone:	Fax:
250-624-2002, ext. 2	

3. Delegated Organization

+ If the program will be delegated to a community organization, please complete the following:

Name of organization:	
Contact name:	Position/title:
Address (mailing address including street, city, postal code):	Telephone:
Email:	Website (URL):

4. Select the Application Process

Northern Development accepts Business Façade Improvement funding applications to each of the following trust accounts. See the application guide for more information on the advisory review and approval process.

Select **one** of the following regional development accounts:

☐ Cariboo-Chilcotin/Lillooet

☐ Northeast

☒ Northwest

☐ Prince George



Identify the municipality or regional district that is providing a resolution of support for this funding application:

North Coast Regional District

Resolution of support:

☒ A resolution of support from the municipality or regional district is attached.

☐ A resolution of support has not yet been secured from the municipality or regional district.

The date when this funding application is scheduled for review is:

+ Applicants are responsible for securing a resolution outlining support for the Northern Development funding request from a municipality or regional district. The applicant must provide a copy of the resolution of support to Northern Development before an application can be considered for funding.

Sample Resolution:

THAT, the (insert local government name) supports the application to Northern Development Initiative Trust from the (insert local government name) for a grant of up to \$(insert amount) for the (insert project name) from the (insert regional development account name).

5. Funding Request

Amount requested:

\$ 20,000 Grant for the 2018 year

+ The community is responsible for delivering or overseeing the delivery of a business façade improvement program within the calendar for which funding is approved.

6. Business Façade Improvement Plan/Guidelines

The community business façade plan/guidelines must include the elements listed below: Applications may be submitted with some elements in development, however funding will only be released when a complete plan is received.

Guideline requirements:	Included:	In development:
Purpose of the program – explains the program rationale	<input checked="" type="radio"/>	<input type="radio"/>
Design guidelines – i.e. community priorities, tenant/owner relations, professional designs, visible improvements	<input checked="" type="radio"/>	<input type="radio"/>
Eligible properties – specified area within the municipality or regional district	<input checked="" type="radio"/>	<input type="radio"/>
Eligibility requirements – i.e. businesses not in tax arrears	<input checked="" type="radio"/>	<input type="radio"/>
Eligible façade improvements – i.e. signage, siding, lighting, awnings, murals, architectural features, permanent planters	<input checked="" type="radio"/>	<input type="radio"/>
Grant amount eligibility for business (max \$5,000 per project)	<input checked="" type="radio"/>	<input type="radio"/>
Eligible and ineligible costs	<input checked="" type="radio"/>	<input type="radio"/>
Business application process	<input checked="" type="radio"/>	<input type="radio"/>
Evaluation process for business applications	<input checked="" type="radio"/>	<input type="radio"/>
Reporting and reimbursement process	<input checked="" type="radio"/>	<input type="radio"/>
Program marketing plan/collateral (i.e. brochure)	<input checked="" type="radio"/>	<input type="radio"/>
The date when the municipality or regional district expects the guidelines to be completed is:		

7. Program Metrics

The following key metrics will be reported on by the applicant organization at the end of each year for which grant funding is provided to demonstrate the direct economic benefits of the program

Measurable program outcomes:	
Business façade improvement applications received	Business façade improvement applications approved
Amount approved by project (\$)	Amount disbursed by project (\$)
Private sector investment by project (\$)	Value of improvements by project (\$)
List of façade improvements completed by project	Before and after photos for each business façade improvement project
Business testimonial from each participating business	Description of projects and community impacts

8. Attachments

List all documents attached to this application:

Document name:
<input checked="" type="checkbox"/> 1) Required: A business façade improvement plan/guide
<input checked="" type="checkbox"/> 2) Required: Local government resolution of support
3)
4)
5)
6)
7)
8)

9. Authorization

I have read and understand the [Business Façade Improvement Application Guide](#) including the eligible and 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 reporting materials as required by Northern Development, and where required, financial accounting for evaluation of the activity funded by Northern Development.

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.

If approved for the Business Façade Improvement grant funding, our organization agrees to:

- 1) Implement a business façade improvement program for the year in which funding is provided or delegate the authority and oversee the implementation of a business façade improvement program
- 2) Ensure that the program is marketed effectively to optimize program uptake
- 3) Submit a report within one month of the calendar year end (by January 31st) to verify the performance measures for the program

Name: Daniel Fish

Organization signing authority

Title: Corporate Officer

Signature:

Date: September 22, 2017

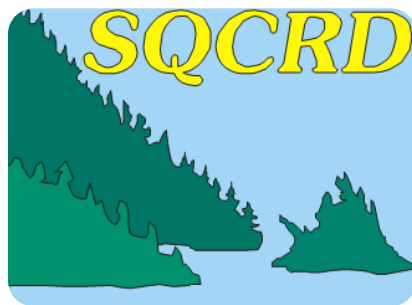
10. Submitting Your Application

Completed funding application with all required attachments should be provided electronically to Northern Development by email.

Email info@northerndevlopment.bc.ca

[NORTH COAST REGIONAL DISTRICT]

Business Façade Improvement Program [2018]



Program Purpose and Goals

To support economic development through leveraged private sector investment in local business façade improvements.

Program Benefits

- Enhance economic viability and vibrancy of rural communities on Haida Gwaii by supporting visual improvements such as facades, signage, murals, architectural features, siding, lighting and awnings
- Private sector investment in local business improvement
- Increased assessed values and tax base as a result of improved properties
- Attractiveness of community to enhance community pride as well as tourism experience
- Improved community appearance to support recruitment of new businesses and/or residents

The Program

These program guidelines are intended to maximize the program benefit for improving aesthetics of commercial areas.

The North Coast Regional District will provide a 50% reimbursement grant up to a maximum of \$5,000 per building/project to improve the facades of commercial buildings. Note that funding is provided by way of grant funding from Northern Development Initiative Trust's Business Façade Program.

Each building is eligible for a one time grant only.

Projects must have a minimum total cost of \$2,500.

Application deadline is April 27, 2018 at 4:30 p.m.

Eligible Properties

Eligible properties for this program are located within the North Coast Regional District Electoral Areas D or E.

Eligible Applicants

- You must be either the property owner or business owner (if the applicant is the business owner, the property owner must approve the application in writing and confirm that all improvements are to be paid for by the applicant);
- Non-profit and Enterprising Non-Profit organizations (tenants)
- All property taxes pertaining to the property are fully paid and current;
- There must be no outstanding building permits, stop work orders, or development permit condition requirements outstanding;
- You have not received the maximum allowable grant under this program for the subject property; and
- Home based businesses which are zoned commercial, have a storefront and are within the specified area.

Ineligible Applicants

- Residential homes located in the commercial area are not eligible;
- Municipally owned buildings (even if they have business tenants);
- Properties outside the specified area;
- Empty buildings or businesses that are not operating (exception if the business is renovating or doing improvements to the building in anticipation of opening soon).

Eligible Façade Improvements

Eligible improvements may consist of but are not limited to:

- Exterior lighting (new but not replacement);
- Exterior architectural features;
- Exterior surfaces and details (decorative details, moldings, trims etc.);
- Windows (only if part of larger enhancements, no stand-alone window replacement);
- New siding;
- Façade Painting;
- Entrances and doorways (only if part of larger enhancements, no stand-alone entrance/doorway replacement); and
- Awnings.
- Signage (affixed to the building);
- Way finding signage (sign located on the business property i.e. at the bottom of a driveway). Signs are eligible for 50% to a maximum of \$500 and must adhere to any signage bylaws and regulations.

Ineligible Façade Improvements

The following improvements are ineligible:

- Routine maintenance;
- Structural repairs;
- Roofs;
- Non-permanent fixtures (benches, planters, patios, patio heaters etc.);
- Landscaping;
- Paving;
- Fencing;
- Interior / internal improvements;
- Any improvements not visible from the public right of way;
- Construction of additions, accessory buildings or new buildings;
- Any improvements that have been started prior to application approval; and
- Any improvements deemed inconsistent with redevelopment purposes and design guidelines.

Eligible Costs/ Expenses

- Direct project labour costs;
- Design, architectural or engineering fees (related to facade only);
- Contractor fees;
- Rental of tools and equipment; and
- Project related materials and supplies.

Ineligible Costs/ Expenses

- Staff wages and/or benefits;
- Purchase of construction tools or equipment;
- Utilities (hydro, gas etc.);
- Shipping cost ;
- GST/PST;
- Duties;
- Permit fees;
- Expenses related to improvement to the building façade not visible from the public right of way; and
- Façade improvement expenses started prior to application approval.

Design Guidelines

In order to be eligible for this grant, the applicant must submit designs and costing for the project.

Applications will be adjudicated by the North Coast Regional District and grants will be awarded to applicants based on merit to the community.

Designs need to clearly outline the proposed improvements to allow the review committee to accurately evaluate the project, and clearly see that the finished product looks like what was intended during the application process.

As far as possible, projects must be consistent with the general form and character of the design guidelines set out for the area.

Building, Sign and/or other permits may be required based on the extent of the improvements to be completed. These requirements are not waived by approval for the Façade Improvement Program, and should be applied for prior to or concurrently with application for this program.

Business Application Process

Applications will be accepted by the office of the North Coast Regional District via mail, fax or email prior to the deadline of April 27, 2018 at 4:30 p.m.

Submitting an application does not necessarily mean your project or a specific grant amount will be approved. All project proposals are subject to a comprehensive review, must meet high quality standards, and must reflect the spirit and intent of the Façade Improvement Program Guidelines

Generally, the application, approval and reimbursement process is as follows:

- 1- Owner/ Tenant contacts the North Coast Regional District to determine if the building qualifies for the Façade Improvement Program, discuss your project, and obtain the Program Guide and Application.
- 2- Owner/ Tenant submit a complete application with designs. All required supporting materials and documents (including owner authorization) must be received prior to be considered complete.
- 3- Staff reviews the application and proposed façade improvements to ensure that improvements meet the applicable Design Guidelines and Façade Improvement Guidelines.
- 4- Applications are reviewed and a decision to accept or reject the application is made.
- 5- Applicant is advised of the decision by email and mailed letter.
- 6- For successful applications, a Letter of Understanding is sent to the applicant which must be signed by the owner/tenant and a representative of the North Coast Regional District.
- 7- Owner/Tenant acquires any required permits and completes the renovations.
- 8- Owner/Tenant provides verification of expenses (including invoices or other conformations of payment) and submits their totals on the provided expense tracking sheet.
- 9- Owner/Tenant provides a Certification of Completion signed by the applicant or contractor, indicating that all work described in the application/approval and has been paid in full, as well as before and after photos, a business testimonial, and any other supporting documentation.
- 10- Staff verifies that the renovations meet the Letter of Understanding requirements and approves reimbursement.
- 11- Applicant is issued a cheque.

Please note:

Approved Projects should be completed by Year End.

Evaluation / Selection Process

Applications will be evaluated by staff and the Electoral Area Advisory Committee of the North Coast Regional District.

All Eligible Projects will be evaluated using the following ranked criteria:

- Does the project for which the funds are being sought meet the applicable Design Guidelines?
- Will the project once complete have a noticeable impact on the streetscape?
- Will the renovation offer a noticeable improvement on the streetscape?
- Was a professional designer or architect used?

Program Marketing Plan

What Marketing Methods will be used to see the Business Façade Improvement Program succeed?

- Advertise in the local newspaper;
- Posted on North Coast Regional District website; and
- Brochures distributed throughout communities.

Additional Information

Further questions or comments on the Business Façade Improvement Program and Guidelines can be obtained through contact the office of the North Coast Regional District at 250-624-2002 or via email at info@sqcrd.bc.ca.

COMMUNITY HALLS AND RECREATION FACILITIES**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>**1. Project Name**

Provide a name for the project that is proposed in this funding application:	Have you previously received any Northern Development funding for this facility?
HAIDA ACCESS at HIELLEN	<input type="radio"/> Yes <input checked="" type="radio"/> No

2. Applicant Profile

Applicant organization (legal name):	Non-profit society registration no. (if applicable):
OLD MASSETT VILLAGE COUNCIL	
Address (mailing address including street, city, postal code):	
P.O. Box 175, Masset, Haida Gwaii, B.C. V0T 1M0 / Office - 348 Eagle Avenue, Old Massett Village, Haida Gwaii	
Telephone:	Fax:
250-626-3337 EX. 28	250.626.5440
Email:	Website (URL):
ecdev@mhtv.ca	

3. Primary Contact Information

Primary contact (for this application):	Position/title:
JOHN DISNEY	ECONOMIC DEVELOPMENT OFFICER

Complete the following if different from applicant organization contact information:

Address (mailing address including street, city, postal code):	Email:
Telephone:	Fax:

4. Select the Appropriate Account

Northern Development accepts Community Halls and Recreation Facilities funding applications to each of the following trust accounts. See the application guide for more information on the advisory review and approval process.

Select **one** of the following regional development accounts:


☐ Cariboo-Chilcotin/Lillooet

Northeast

****Use the [Northeast Funding Application Form](#)****

☒ Northwest

☐ Prince George



Identify the municipality or regional district that is providing a resolution of support for this funding application:

Skeena Queen Charlotte Island Regional District

Resolution of support:

☒ A resolution of support from the municipality or regional district is attached.

☐ A resolution of support has not yet been secured from the municipality or regional district.

The date when this funding application is scheduled for review is: September 15th, 2017

★ Applicants are responsible for securing a resolution outlining support for the Northern Development funding request from a municipality or regional district. The applicant must provide a copy of the resolution of support to Northern Development before an application can be considered for funding.

Sample Resolution:

THAT, the (insert local government name) supports the application to Northern Development Initiative Trust from the (insert applicant organization name) for a (insert type: grant and/or loan) of up to \$(insert amount) for the (insert project name) from the (insert regional development account name).

5. Project Overview

Identify the project's **primary** investment area:

- | | |
|---|---|
| <input type="radio"/> Agriculture | <input type="radio"/> Olympic Opportunities |
| <input checked="" type="radio"/> Economic Development | <input type="radio"/> Pine Beetle Recovery |
| <input type="radio"/> Energy | <input type="radio"/> Small Business |
| <input type="radio"/> Forestry | <input type="radio"/> Tourism |
| <input type="radio"/> Mining | <input type="radio"/> Transportation |

★ Northern Development project investments must fall within the ten investment areas above as identified in the Northern Development Initiative Trust Act.

Provide a description of the project:

Old Massett Village continues to increase services and build the infra-structure to accommodate international and local visitors at the Hiellen Longhouse Village (The Village) ecotourism/conference center in Naikoon Provincial Park. This facility is on the north - east side of the Hiellen River, adjacent to the Universally Accessible Tow Hill Blowhole Boardwalk, which is a primary area and tourism attraction for locals and visitors in the Park, attracting over 8,500 visitors annually.

This application requests support to retrofit one small long house unit & one bathroom in the Main Long house, to upgrade them to meet Universal Access (UA) standards. This requires; refurbishing bathrooms to include wheelchair accessible roll-in showers, modifications in the kitchen, eating area, sleeping quarters. Access provision for vision impaired individuals includes tactile and color contrasts for way finding throughout, considerations for people with hearing loss/deafness, increased power outlets where needed (ie: to charge mobility and breathing aids), and includes improvements to the ramp surfaces at the already ramped entrances and accessible parking adjacent to the units.

Our goal is to develop accessible facilities to allow one or more parties of persons requiring adapted accommodations to receive appropriate service consecutively. This could encourage parties of more than one person with limitations, opportunities to visit and interact consecutively, with possibilities for conferences and larger groups to visit and experience The Village and surrounding areas.

This will create the Hiellen Longhouse Village as a universally accessible staging facility to front and backcountry Haida culture and environments.

Explain the rationale for the project:

OMVC has started a culturally appropriate economic development initiative in an area of our traditional territory at the north end of Graham Island on Haida Gwaii. It is an eco-tourism, health, education, solar driven Center with a number of small long house style accommodations and large Main meeting long house that have been built with future plans to include history tours of the area. Since the projects' onset we have developed a partnership agreement and MoU with the Province - specifically BC Parks - to design accessibility into facilities and provide inclusive opportunities to serve and accommodate local and visiting persons with disabilities, seniors, including the multi-cultural community, and their families.

As well as the local populace, many Canadians and International visitors travel to this area of Haida Gwaii to experience the essence of the Haida People's creation myth, to see and travel on Rose Spit, traverse the Cape Fife Trail and benefit from the tranquility and unique environment of the west coast archipelago and rain forest.

Since opening the adjacent universally accessible Tow Hill Blowhole Boardwalk in June, 2014 tourist and community visits of consumers with disabling conditions has increased tremendously. They require accessible accommodations to allow extended stays in this part of the northern Region. In the past year of bookings for Hiellen, we have had >20 requests for wheelchair accessible units that we could not fill. Over half of the 36 bookings in Unit #1 that we did fill were specifically requested for the use of the ramp. Research has proven that there is not one motel, bed and breakfast or community accommodation at the north end of Haida Gwaii that can provide an accessible bathroom with roll-in shower for persons in wheelchairs or those with limited mobility. Should individuals require an accessible bathroom they need to make arrangements to use the local hospital in Masset to shower and bathe. We propose to fill this gap. We need to complete these upgrades to provide for those with impairments who are traveling in groups and conferences.

★ Focus on long term community or regional needs with regards to economic development that the proposed project will address specific to the primary investment area.

6. Direct Economic Benefits

Outline the direct economic benefits to the local or regional economy:

Over 14% of Canada's & USA populations are persons with permanent disabilities, BC's is closer to 18%. People with disabilities (PWD) in Canada, U.S. & Japan >44 million. Canada's population over 60 years old is 7.5M people. Many have disabling conditions. More consumers travel & seek natural experiences. Culturally appropriate tourism opportunities are a primary motivator when planning trips & excursions. Accessible tourism is a major driver shaping the design of communities, there are three people in each tourism traveling party that includes a PWD, they usually preplan, prepay & often stay at least one day longer than most other travelers. Consumers with impairments have injected over \$81.7 billion into the global economy on travel & in North America alone spend >\$13Billion annually. Access at The Village provides employment and service for PWD, to benefit our local - regional economy and community at large.

7. Current Employment

Nature of positions:	Number of existing positions:	Hours of employment per week (average):	Total person months employed annually (average):	How does the proposed funding help to sustain the existing positions?
Direct permanent full-time jobs:	3	35+ hours/week	12 months/year	Requested funding will support our expansion of service to help provide a more inclusive opportunity allowing us to meet our goals for increased and accessible employment, volunteer-ism and involvement of/for PWD, Haida Elders, youth and seniors.
Direct permanent part-time jobs:	2	15 hours/week	12 months/year	
Direct permanent seasonal jobs:	3	40 hours/week	6 months/year	

8. New Employment (job creation)

The following job creation will be reported on by the applicant organization for a three year period to demonstrate the direct economic benefits of the project:

Nature of positions:	Number of new positions to be created:	Hours of employment per week (average):	Total person months of employment to be created (average):	Position(s)/title(s):
Direct permanent full-time jobs:	1	35+ hours/week	12 months/year	Facility & promotion coordinator
Direct permanent part-time jobs:	2	23 hours/week	12 months/year	UA support & marketing
Direct permanent seasonal jobs:	3	35 hours/week	6 months/year	Increased on-site service provision, heritage tours, care aids
Direct temporary jobs (construction or consulting):	4	35 hours/week	2 months/year	UA consultants' on-site training/ orientation for construction, & completed facility upgrades .
TOTAL PROPOSED FULL-TIME EQUIVALENT (FTE) JOB CREATION:				4.5
+ Full-time equivalent (FTE) job creation is aggregated from information provided above. 1.0 FTE is equal to 1 new position working 35 hours/week for 12 months/year.				

9. Increased Revenue Generation

The following annual revenue generation will be reported on by the applicant organization for a three year period to demonstrate the direct economic benefits of the project:

Current annual revenues:	Projected annual revenues		
	Year 1	Year 2	Year 3
\$ 37,350	\$ 41,085	\$ 45,194	\$ 49,713
INCREASED REVENUE EXPECTED OVER THREE YEARS:			\$ 23,941
+ Incremental revenue expected is the sum of the projected annual revenues for the three years after the project, minus the current annual revenues over the same three year period.			
Describe how the revenue will be generated and the sources of revenue: These totals are based on a current 90-day rental rate. OMVC is committed to strengthening our services & small businesses to parallel the increased opportunities from the influx of consumers to Naikoon Prov. Park & The Village. With Universal Access in individual lodgings & at the Main Longhouse Conference Centre we will fill a niche to accommodate individuals & groups that include people with disabling conditions. Direct revenues will be generated from rentals, catering/food vending, cultural beach tours, ecotourism, & adventure-based counseling (ABC therapy), Haida art production & sales, traditional knowledge (foods/natural medicine) story-telling, care giving, maintenance services (cleaning, garbage, grounds keeping) ; the range is as wide as our community's diversity. Improved access will encourage conferences, large meetings & individual visits from health, environment, economic development, multi-cultural, education, government, NGO's, & other First Nation communities in the local – global consumer & tourism markets.			

10. Operational Cost Savings

The following operational cost savings will be reported on by the applicant organization for a three year period to demonstrate the direct economic benefits of the project:

Current costs:	Projected costs		
	Year 1	Year 2	Year 3
\$ 22,600	\$ 24,860	\$ 27,346	\$ 30,081
COST SAVINGS EXPECTED OVER THREE YEARS:			\$ 14,487
+ Cost savings expected is the sum of the projected costs for the three years after the project, minus the current costs over the same three year period.			
Describe how the operational cost savings will be generated (for example, energy efficient upgrades): The Village is designed solar and energy efficient. Variable costs (propane, maintenance) will be reflected by current market values, our calculations are based on 10% annual increase from current fixed costs. The maintenance and janitorial services are contracted and not directly impacted in servicing the full capacity of the existing facilities, including the conference halls. Please refer to John Disney's attached letter.			

11. Project Milestones

Stage of project:	Scheduled date: (dd-mmm-yyyy)	Describe the current stage of the project:
1) Project start date	5-Feb-2018	<p>The project is to renovate/upgrade existing entry ramps & one bathroom in The Main long (group) house & in one individual long house unit (cabin), both to meet UA standards. The individual units' existing kitchen & bedroom will also be redesigned. This work will provide two accessible bathrooms with roll-in showers & one fully equipped independent unit @ The Village.</p> <p>The Main meeting hall & one cabin already are ramped at the front & back. Some surfaces on either side of the central tread area has exposed wood causing slipping hazards. A new non-slip surface covering the total ramp width needs to be installed. There is no color definition for railings or tactile at top or bottom of the ramps or directional access signs. These will be addressed with the ramp.</p> <p>The "cabin" main bedroom requires grab bars & devices to assist with moving & transfers, a touch sensor light switch & accessible outlets by the bed, kitchen cabinets, sink & propane stove area need to be re-designed.</p> <p>The bathrooms require roll in showers with flip down seats & grab bars on the walls, accessible faucets, toilets, sinks, & relocation of the existing water heaters to accommodate the UA shower space. Colors, textures, light switches, audible alarms & other features to accommodate hearing & vision impaired consumers will be included. Lever handles will be installed on all exterior and interior doors.</p>
2) Retrofit consult, hire contractor/workers, plan, order materials	9-Feb-2018	
3) Retrofit bathrooms - remove existing shower stalls, prepare & complete	12-Feb-2018	
4) Retrofit kitchen in "cabin" - modify counters, relocate sink/stove, light switch	28-Feb-2018	
5) Bedroom - Install light switch by bed, adaptive aids	12-Mar-2018	
6) Upgrade ramps, install access surfaces, standing parking signs, lever handles	15-Mar-2018	
7) Interior: painting/color contrasts, flashing fire alarms, tactile strips, lever handles	26-Mar-2018	
8) Project completion date	6-Apr-2018	

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

12. Project Budget

Expense item:	Amount (\$):	Verification:
Tactile Strips-Exterior ramp-GRIP STRIPS & Interior non-slip tape	\$ 778	<input checked="" type="checkbox"/> Quote(s) attached
Bathroom Grab bars, Support Pole, Installation accessories	\$ 1,166	<input checked="" type="checkbox"/> Quote(s) attached
Showers, Toilets, Mirrors, Lights, bathroom accessories	\$ 2,769	<input checked="" type="checkbox"/> Quote(s) attached
Bedroom- Bed, Super Pole, Assist Bar, Touch Light	\$ 4,468	<input checked="" type="checkbox"/> Quote(s) attached
Kitchen - Water, D- Handles, Pull out shelf/counter, sight labels	\$ 635	<input checked="" type="checkbox"/> Quote(s) attached
Interior - Paint, way finding tactile strips, touch dimmer lights	\$ 387	<input checked="" type="checkbox"/> Quote(s) attached
Flashing Fire Alarms, Lever door handles	\$ 956	<input checked="" type="checkbox"/> Quote(s) attached
UA consultants/project coordination-orientation	\$ 2,500	<input checked="" type="checkbox"/> Quote(s) attached
TOTAL PROJECT BUDGET: \$ 13,660		

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

+ Please refer to the [Community Halls and Recreation Facilities Application Guide](#) for eligible and ineligible costs.

13. Funding Request

The following funding is requested from Northern Development:

Funding type:	Amount (\$):	
Grant	\$ 10,000	✦ Maximum allowable grant is \$30,000 per community hall or recreation facility project, with the remainder available in the form of a loan.
Loan	\$ 0	✦ For term of 1-7 years, interest rate = prime. For term of 8-10 years, interest rate = prime+1%. Prime is taken at the time of initial release of funds.
Length of repayment term requested:	0 years (max 10)	
TOTAL REQUESTED:	\$10,000	

✦ Projects must be completed and funding disbursed by Northern Development prior to applying for additional funding for the same facility. In the Northwest region, applications seeking additional funding for a previously funded facility are limited to a maximum \$15,000 grant.

14. Other Funding Sources

Funding source:	Amount (\$):	Identify funding terms:	Identify funding confirmation:
OMVC - ADMINISTRATION/ PROJECT COORDINATION - & Construction Items	\$ 2,750	<input type="radio"/> Grant <input type="radio"/> Loan <input checked="" type="radio"/> Other:	<input checked="" type="radio"/> Approval letter attached <input type="radio"/> Date approval expected:
ENABLING ACCESSIBILITY FUND (EAF) To include additional UA work on cabin, main lodge, plus a LOOP system in the lodge, and upgrades to the campground, paths and trails.	\$ 50,000	<input checked="" type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input type="radio"/> Approval letter attached <input checked="" type="radio"/> Date approval expected: Jan. 2018
L.E.A.F. - Universal Access/ Barrier Free Design Consulting	\$ 1,500	<input type="radio"/> Grant <input type="radio"/> Loan <input checked="" type="radio"/> Other:	<input checked="" type="radio"/> Approval letter attached <input type="radio"/> Date approval expected:
	\$	<input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input type="radio"/> Approval letter attached <input type="radio"/> Date approval expected:
	\$	<input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input type="radio"/> Approval letter attached <input type="radio"/> Date approval expected:
	\$	<input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input type="radio"/> Approval letter attached <input type="radio"/> Date approval expected:
	\$	<input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other:	<input type="radio"/> Approval letter attached <input type="radio"/> Date approval expected:
TOTAL OTHER FUNDING:	\$54,250	TOTAL PROJECT FUNDING:	\$64,250
		(Northern Development + Other Sources)	

✦ Northern Development must receive copies of letters of approval for all other funding sources. Please attach all letters of approval received to date with this application. If there are more than eight other funding sources, attach a complete list separately.

15. Leveraging

Northern Development's funding leverage for the project:

The funding request as a percentage of total project funding is: **0.00** %

+ *Leverage % = (Northern Development funding request) ÷ (Total project funding)*

+ *Northern Development provides funding up to a maximum of 70% of an eligible project budget.*

16. Sustainability

Explain how funds will be generated to operate the facility for three years:

Since the official opening in 2014 "The Village" has been functioning and providing income through facility rentals - conference, large meetings, individuals, Tourism, all who pay fees, Annual demands increase through more visits to the adjacent UA feature at the TowHill Blowhole Boardwalk. Combined with the Virtual Hike that has been designed and is available on BC Parks Naikoon site, this promotes and increases the awareness of our accommodations to the surrounding trail systems and provides more opportunities for our local entrepreneurs to support and build on our name. Old Massett strives to strengthen our community small businesses and the increased opportunities that parallel the influx of more visitors benefit and expand our facility's services and revenue generation. We have determined that upgrades for UA will boost numbers of visitors thereby creating extra revenue. At this time in our fourth year of operations we are showing higher numbers of visitors than in our original predictions.

Describe how the project will support population growth or help sustain population in the community or region:

We have designed to accommodate increased numbers of employees & volunteers with potential to employee PWD because of the accessible features provided through accommodation on the work site. There's opportunity for people with disabling conditions who visit the area & adjoining communities to realize that the community at large is sensitive to providing accessible & inclusive experiences. This may encourage them to relocate or return to the Island to start or maintain their commercial outlets or home based businesses. Many local residents who experience accidents or incidents that demand they relocate to other centers who see improvements to accommodate their requirements may be encouraged to return to Haida Gwaii. Marketing access features that are developing on-Island & in adjacent communities like Prince Rupert will be reflected in regional/local growth in services/tours, on BC Ferries & at the airports.

Describe how the project will contribute to environmental sustainability:

The Village facility was constructed on a traditional village site and later a community supported by a razor clam processing plant. No old growth bush was cut for this development. A solar power and environmentally compatible waste water system is installed to ensure no raw sewage leaches into the local environment. It is an exemplary First Nations Economic Development initiative. The facility's footprint has been kept to a minimum, is stimulating for all who visit The Village and offers a transferable model for those to implement in their home community and private dwellings. This is a green project and follows many of the guiding principles of such.

17. Attachments

List all documents attached to this application:

Document name:
<input type="checkbox"/> 1) Required (if applicable): Society incorporation document (not applicable for local governments or First Nations)
2) OMVC Band Council Resolution & letter of agreement
3) Skeena - Queen Charlotte Island Regional District resolution
4) Memorandum of Understanding - Province of BC & OMVC
5) Itemized Budget
6) Letters of Support - Rick Hansen Foundation, BCIT - Resource Management, Haida Health Centre, SCI-BC,
7) Village of Masset, MP - Wayne Stetski
8) L.E.A.F. Consulting - letter of agreement
9)
10)

18. Authorization

- ☒ I have read and understand the [Community Halls and Recreation Facilities Application Guide](#) including the eligible and 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 reporting materials as required by Northern Development, and where required, financial accounting for evaluation of the activity funded by Northern Development.
- ☒ 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: JOHN DISNEY
Organization signing authority

Title: ECONOMIC DEVELOPMENT OFFICE

Date: September 12, 2017

19. Submitting Your Application

Completed funding application forms (with all required attachments) should be provided electronically to Northern Development by email.

Email: info@northernddevelopment.bc.ca



OLD MASSETT VILLAGE COUNCIL

Economic Development

PO Box 175, Masset
Haida Gwaii, BC V0T 1M0
Tel: 1.250.626.3337 FAX 1.250.626.5440
Email: ecdev@mhtv.ca

September 12, 2017

SKEENA - QUEEN CHARLOTTE REGIONAL DISTRICT,
14 - 342 3rd Avenue West,
Prince Rupert, B.C.,
V8J 1L5

Attention: **Daniel Fish**, Deputy Corporate Officer

Hello Daniel,

Re:/NDIT funding application

I am working with Glenys SnowDymond preparing the enclosed NDIT funding application. We are attaching SQCRD Resolution 288-2015 to this application.

To help explain our proposal; we realize that there is a lack of facilities that cater to people with disabilities, especially in the forests and beaches of remote locations such as Haida Gwaii. We propose to address this gap.

This application supports our goal to upgrade our facilities in *Hiellen* Longhouse Village (The Village) in Naikoon Provincial Park with Universal Access improvements to one of our rental cabins and additional access improvements in our Main Meeting Lodge. This is our wilderness eco-tourism convention facility, which caters to visitors and locals alike.

OMVC has already committed \$1.1 Million to build the existing facilities and initiate the process; this application requests aid to complete upgrades to our facility to meet Universal Access standards.

These improvements at our Centre, in conjunction with restoration of the Cape Fife Trail system to Universal Access standards will attract more visitors to the area to ensure extended usage at The Village and extend our season. Current established contracts and working agreements for maintenance, cleaning and house keeping work are based on full occupancy, thus we don't anticipate our costs rising significantly as visitation increases.

We do anticipate and project opportunities for peripheral businesses and services will flourish as the demand for more accessible culturally appropriate, environmental and recreational tours grow and expand.

As OMVC's representative, I would like to commend and thank the SQCRD Board for supporting our previous request and \$100,000.00 application to the "Small Community Recreation Program" when we sought avenues to build the Tow Hill Blowhole Boardwalk. Through their endorsement we successfully received the majority of necessary funds to build the Universally Accessible Boardwalk and this substantiated our numerous other funding requests to support that project.

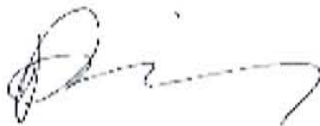
The *Hiellen* Longhouse Village and Cape Fife Trail upgrades are the next step in our commitment to provide adventures and employment opportunities in this area of our traditional territory.

This work substantiates our signed Memorandum of Understanding with the Province of B.C. - specifically BC Parks - to preserve Haida culture and provide accessible features and accommodations in our Park, Conservation and Recreation areas on Haida Gwaii.

My sincere hope is that your Board is able to financially support us in our current quest.

Please don't hesitate to contact Glenys or myself at any time, should you have any questions or concerns.

Yours truly,

 EJO

John Disney, Economic Development Officer