



**NORTH COAST REGIONAL DISTRICT
REGULAR BOARD MEETING AGENDA**
Held at 344 2nd Avenue West, Prince Rupert, B.C.
Friday, October 12, 2018 at 7:00 p.m.

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 September 21, 2018	Pg 1-7
3.2	<p>Rise and Report – May 25, 2018 & September 21, 2018 (<i>no motion required</i>)</p> <p>MOVED by Director Franzen, SECONDED by Director Brain, that the staff report entitled “Electronic Petition – Animal Rescue Haida Gwaii” be received;</p> <p>AND THAT the Board of the North Coast Regional District take no further action with respect to animal control service delivery on Haida Gwaii.</p> <p>IC019-2018 CARRIED</p> <p>MOVED by Director Nobels, SECONDED by Director Thomas, that the report from staff entitled “Lease Agreement between the North Coast Regional District and the Metlakatla First Nation” be received;</p> <p>AND THAT the Board of the North Coast Regional District authorizes the Board Chair and Corporate Officer to execute the lease agreement between the North Coast Regional District and the Metlakatla First Nation for the property adjacent to the TriCorp building measuring 1 meter by 3.7 meters to accommodate the construction of an elevator on the TriCorp building.</p> <p>IC034-2018 CARRIED</p>	Verbal

4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

None.	---
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5. DELEGATIONS

None.	---
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6. FINANCE

6.1	S. Gill, Treasurer – Cheques Payable over \$5,000 for September, 2018	Pg 8
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7. CORRESPONDENCE

None.	---
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8. REPORTS / RESOLUTIONS

8.1	D. Fish, Corporate Officer – Haida Gwaii Emergency Planning Partnership Update	Pg 9-23
8.2	D. Fish, Corporate Officer – Investing in Canada Infrastructure Program – Rural & Northern Communities and Community, Culture & Recreation Programs	Pg 24-29
8.3	D. Fish, Corporate Officer – 2018 Business Façade Proposals	Pg 30-47
8.4	M. Williams, Planning Consultant – OCP and Zoning Amendment – Tourist Accommodation	Pg 48-49

9. BYLAWS

9.1	Bylaw No. 627, 2018 – Being a bylaw to amend the <i>Rural Graham Island Official Community Plan Bylaw No. 532, 2011</i> Prior to being given first reading.	Pg 50-52
9.2	Bylaw No. 628, 2018 – Being a bylaw to amend the <i>Graham Island Interim Zoning Bylaw No. 192, 1993</i> zoning map with respect to land uses permitted Prior to being given first reading.	Pg 53-55
9.3	Bylaw No. 621, 2018 – Being a bylaw to establish a service to provide a contribution to the cost of providing and operating arts and cultural centres Prior to being given second reading.	Pg 56-58

10. LAND REFERRALS / PLANNING (*Voting restricted to Electoral Area Directors*)

10.1	M. Williams, Planning Consultant – Land Referral: License of Occupation (Residential)	Pg 59-72
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11. NEW BUSINESS

11.1	Directors' Reports	Verbal
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12. OLD BUSINESS

None.	---
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13. PUBLIC INPUT

14. IN-CAMERA

None.	---
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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, September 21, 2018 at 7:00 p.m.

PRESENT

PRIOR TO ADOPTION

Chair	B. Pages, Village of Masset
Directors	B. Cunningham, City of Prince Rupert G. Martin Village of Queen Charlotte U. Thomas, Village of Port Clements D. Nobels, Electoral Area A K. Bergman, Electoral Area C M. Racz, Electoral Area D B. Beldessi, Electoral Area E (<i>teleconference</i>)
Regrets	L. Brain, City of Prince Rupert D. Franzen, District of Port Edward
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 Racz, SECONDED by Director Cunningham, that the September 21, 2018 North Coast Regional District Regular agenda be amended and adopted to include the following:

- 11.4 Vopak Environmental Assessment
- 11.5 Commercial Fishing

347-2018

CARRIED

3. MINUTES & BUSINESS ARISING FROM MINUTES

- 3.1 Minutes of the Regular Meeting of the North Coast Regional District Board held August 17, 2018

MOVED by Director Nobels, SECONDED by Director Thomas, that the minutes of Regular Meeting of the North Coast Regional District Board held August 17, 2018 be adopted as presented.

348-2018

CARRIED

4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

- 4.1 Minutes of the Regular Meeting of the Electoral Area Advisory Committee held May 25, 2018

MOVED by Director Racz, SECONDED by Director Nobels, that the minutes of the May 25, 2018 Electoral Area Advisory Committee meeting be received as presented.

349-2018

CARRIED

- 4.2 Minutes of the Regular Meeting of the Moresby Island Management Committee held June 5, 2018

MOVED by Director Nobels, SECONDED by Director Beldessi, that the minutes of the June 5, 2018 Moresby Island Management Standing Committee meeting be received as presented.

350-2018

CARRIED

5. DELEGATIONS

None.

6. FINANCE

- 6.1 S. Gill, Treasurer – Cheques Payable over \$5,000 for August, 2018

MOVED by Director Nobels, SECONDED by Director Racz, that the staff report on Cheques Payable over \$5,000 issued by the North Coast Regional District for August, 2018 be received and filed.

351-2018

CARRIED

7. CORRESPONDENCE

- 7.1 Northern Health – A public Health Approach to Non-Medical Cannabis

MOVED by Director Martin, SECONDED by Director Racz, that the correspondence from Northern Health with respect to a public health approach to non-medical cannabis be received.

352-2018

CARRIED

- 7.2 Green Communities Committee – Climate Action Charter Commitment

MOVED by Director Nobels, SECONDED by Director Thomas, that the correspondence from the Green Communities Committee with respect to the North Coast Regional District's climate action charter commitments be received for information.

353-2018

CARRIED

- 7.3 Regional District of Kitimat-Stikine – Recycle BC Consultation on July 2018 Draft Program Plan

MOVED by Director Nobels, SECONDED by Director Martin, that the correspondence from the Regional District of Kitimat-Stikine with respect to a draft program plan on Recycle BC consultation be received.

354-2018

CARRIED

- 7.4 AKd Resource – Review of the Auditor General for Local Government Act and Office

MOVED by Director Martin, SECONDED by Director Thomas, that the correspondence from AKd Resource with respect to a review of the Auditor General for Local Government be received.

355-2018

CARRIED

- 7.5 North Central Local Government Association – Wildfire Message

MOVED by Director Racz, SECONDED by Director Nobels, that the correspondence from the North Central Local Government Association with respect to a wildfire message to members be received.

356-2018

CARRIED

- 7.6 Small Housing Summit – Event Information: Small Housing Summit

MOVED by Director Nobels, SECONDED by Director Cunningham, that the correspondence from the Small Housing Summit with respect to the Small Housing Summit conference to be held on November 17, 2018 in Vancouver, B.C., be received.

357-2018

CARRIED

- 7.7 Institute of Corporate Directors – Board Oversight of Harassment Course

MOVED by Director Thomas, SECONDED by Director Cunningham, that the correspondence from the Institute of Corporate Directors with respect to a Board oversight of harassment course to be held November 13, 2018 in Vancouver, B.C., be received.

358-2018

CARRIED

- 7.8 Municipal Finance Authority of B.C. – Divestment/Socially Responsible Investing – Letter to New Westminster

MOVED by Director Nobels, SECONDED by Director Thomas, that the correspondence from the Municipal Finance Authority of BC with respect to divestment/socially responsible investing be received.

359-2018

CARRIED

8. REPORTS – RESOLUTIONS

- 8.1 D. Fish, Corporate Officer – Regional Recycling Facility Capital Upgrades Loan Authorization Bylaw No. 626, 2018

MOVED by Director Nobels, SECONDED by Director Martin, that the report from staff entitled “Regional Recycling Facility Capital Upgrades Loan Authorization Bylaw No. 626, 2018” be received for information.

360-2018

CARRIED

- 8.2 M. Williams, Planning Consultant – OCP and Zoning Amendment – Tourist Accommodation

MOVED by Director Martin, SECONDED by Director Thomas, that the report from staff entitled “OCP and Zoning Amendment – Tourist Accommodation” be received;

AND THAT the Official Community Plan and zoning amendment application for tourist accommodation be referred to the following agencies:

- Graham Island Advisory Planning Commission;
- Misty Isles Economic Development Society;
- Northern Health Authority;
- Ministry of Transportation and Infrastructure;
- Ministry of Forests, Lands, Natural Resource Operations and Rural Development;
- Solutions Table;
- Ministry of Environment; and
- Heritage Conservation (Archaeology Branch).

361-2018

CARRIED

Staff were directed to prepare draft official community plan and zoning amendment bylaws in accordance with the recommendations outlined in the staff report entitled “OCP and Zoning Amendment – Tourist Accommodation”.

9. BYLAWS

- 9.1 Bylaw No. 626, 2018 – Being a bylaw to authorize the borrowing of half a million dollars (\$500,000) for the purpose of borrowing funds to complete capital upgrades to the Regional Recycling Facility

MOVED by Director Nobels, SECONDED by Director Martin, that Bylaw No. 626, 2018 be given first reading.

362-2018

CARRIED

MOVED by Director Thomas, SECONDED by Director Nobels, that Bylaw No. 626, 2018 be given second reading.

363-2018

CARRIED

MOVED by Director Beldessi, SECONDED by Director Nobels, that Bylaw No. 626, 2018 be given third reading.

364-2018

CARRIED

- 9.2 Bylaw No. 621, 2018 – Being a bylaw to establish a service to provide a contribution to the cost of providing and operating arts and cultural centres

MOVED by Director Martin, SECONDED by Director Nobels, that Bylaw No. 626, 2018 be deferred until the October 12, 2018 Regular meeting of the North Coast Regional District Board.

365-2018

CARRIED

10. LAND REFERRALS / PLANNING

- 10.1 M. Williams, Planning Consultant – Land Referral: Timber Extraction, Right of Way

MOVED by Director Racz, SECONDED by Director Nobels, that the report from the **consultant entitled “Land Referral: Timber Extraction, Right of Way”** be received;

AND THAT the Board of the North Coast Regional District provide no objection to approval of the project subject to a heritage conservation assessment being completed on project lands.

366-2018

CARRIED

- 10.2 M. Williams, Planning Consultant – Land Referral: Hidden Valley RV

MOVED by Director Nobels, SECONDED by Director Beldessi, that the report from the **consultant entitled “Land Referral: Hidden Valley RV”** be received;

AND THAT the Board of the North Coast Regional District deem its interests unaffected.

367-2018

CARRIED

The Board of the North Coast Regional District directed staff to follow up with the Village of Masset and support its comments on the Hidden Valley RV land referral.

11. NEW BUSINESS

- 11.1 **Director’s Reports**

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

Director Racz – Electoral Area D

- Construction at the Skidegate Co-op and Skidegate Wellness Centre are ongoing.

Director Thomas – Village of Port Clements

- Tourism traffic is still up in the Village;
- TELUS has made an announcement to construct a cellular tower in the Village; and
- Paving of the Village office and Village fire hall will be completed shortly.

Director Nobels – Electoral Area A

- Attended UBCM conference; and
- A grizzly bear has been sighted on Digby Island.

Director Martin – Village of Queen Charlotte

- **Westcoast Resorts' Hippa barge drifted for several hours in Skidegate Inlet** before beaching and fracturing its hull on September 8th, 2018;
- Attended UBCM and had discussions with MOTI and Ministry of Finance with regard to BC Ferries operating budget. A standing committee for budget requests was engaged with respect to changes to BC Ferries budget.

Director Cunningham – City of Prince Rupert

- The City is underway with review of Cannabis legislation and changes to City zoning regulation;
- Engaging with MOTI with respect to safety concerns along 2nd Avenue. MOTI has indicated that it will allocate resources to updating street lighting and crosswalks; and
- Will be pushing for curbside recycling implementation.

Director Beldessi – Electoral Area E

- Air Canada Jazz flights have returned to one (1) trip per day;
- Enrolment at the Agnes L. Mathers school is below 30 students this year;
- The Coho fishing derby is currently underway; and
- MIMC received an update on the fiber optic connectivity project.

Chair Pages – Village of Masset

- The motherboard for the Airport runway lighting system is in need of repair and possible replacement (6-8 week repair time).

368-2018**CARRIED**

11.2 Proactive Vessel Management: Discussion Paper

MOVED by Director Nobels, SECONDED by Director Martin, that the discussion paper from Transport Canada with respect to proactive vessel management be received.

369-2018**CARRIED**

11.3 BC News Room – New Infrastructure Investments will Build Stronger Communities

MOVED by Director Thomas, SECONDED by Director Nobels, that the press release from the Province of B.C. with respect to new infrastructure investments be received.

370-2018**CARRIED**

Staff indicated that a report on the newly announced funding streams would be presented at the October 12th, 2018 Regular meeting of the North Coast Regional District Board for further consideration.

11.4 Vopak Environmental Assessment

MOVED by Director Martin, SECONDED by Director Racz, that the verbal report from Director Nobels with respect to attendance at the September 25th, 2018 Vopak Environmental Assessment meeting be received;

AND THAT the Board of the North Coast Regional District sanction the attendance of Director Nobels as a representative of the North Coast Regional District throughout the Vopak Environmental Assessment process.

371-2018**CARRIED**

11.4 Commercial Fishing

MOVED by Director Nobels, SECONDED by Director Bergman, that the verbal report from Director Bergman with respect to commercial fishing in the North Coast be received;

AND THAT the Board of the North Coast Regional District invite the Department of Fisheries to appear as a delegation at a future meeting date to discuss high intensity crab fishing and navigational issues in relation thereto.

372-2018**CARRIED****12. OLD BUSINESS**

None.

13. PUBLIC INPUT

There were 4 questions from media.

14. IN CAMERA

MOVED by Director Racz, SECONDED by Director Nobels, that the Board move to the In Camera meeting following the Regular meeting according to section 90(1)(e) of the *Community Charter* “the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality”.

373-2018**CARRIED****15. ADJOURNMENT**

MOVED by Director Nobels, SECONDED by Director Cunningham, that the North Coast Regional District Regular Board meeting be adjourned at 8:21 p.m.

374-2018**CARRIED**

Approved and adopted:

Certified correct:

Chair

Corporate Officer

North Coast Regional District
Cheques payable over \$5,000 - SEPTEMBER, 2018

Payable To	Date	Amount	Purpose
Big Red Enterprises Ltd.	7-Sep	\$ 17,176.95	August Garbage Collection
Pacific Blue Cross	7-Sep	\$ 6,210.58	September PBC & BC Life Premiums
Prince Rupert Regional Archives	7-Sep	\$ 22,585.00	2018 Grant - 3rd Installment
Ticker's Hauling & Storage	7-Sep	\$ 9,114.00	Transport recyclables, building, forklift, excavator and porto toilet rentals & Skidegate Transfer Station cleanup
Receiver General	7-Sep	\$ 12,549.77	Payroll Remittance (PP18-2018)
Municipal Pension Plan	7-Sep	\$ 6,607.09	Payroll Remittance (PP18-2018)
Municipal Pension Plan	25-Sep	\$ 6,624.35	Payroll Remittance (PP19-2018)
Receiver General	25-Sep	\$ 10,269.14	Payroll Remittance (PP19-2018)

CHEQUES OVER \$5,000: \$ 91,136.88

CHEQUES UNDER \$5,000: \$ 71,134.03

TOTAL CHEQUES: \$ 162,270.91



Staff Report

Date: **October 12th, 2018**

To: **D. Chapman, Chief Administrative Officer**

From: **D. Fish, Corporate Officer**

Subject: **Haida Gwaii Regional Emergency Planning Partnership Update**

Recommendations:

THAT the staff report entitled “Haida Gwaii Regional Emergency Planning Partnership Update”, dated October 12th, 2018, 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 ongoing discussions with stakeholders on Haida Gwaii around the establishment of a regional emergency planning partnership (service).

BACKGROUND:

Since 2017 the Haida Gwaii All Islands Emergency Planning team (Planning Team) has been discussing the possibility of entering into a partnership with Emergency Management BC (EMBC) and the NCRD to provide regional emergency management support to the islands of Haida Gwaii. The partnership would be based off of similar partnerships that have been formed between EMBC and Regional Districts in the lower mainland.

On September 25, 2018, EMBC staff members met with the Chief Administrative Officers of the Villages of Queen Charlotte, Port Clements, Masset, Skidegate and the NCRD Corporate Officer to explore the concept in further detail. The Old Massett Village Council and the Council of the Haida Nation were also invited but were unable to join the meeting.

DISCUSSION:

EMBC provided an overview of the current regional emergency management partnership that is in place through the Integrated Partnership for Regional Emergency Management (IPREM) in

Metro Vancouver. IPREM is an equal partnership between the Government of B.C. and the Metro Vancouver Regional District (on behalf of its 21 member municipalities, 1 Treaty First Nation and 1 electoral area) providing collaborative regional emergency management planning **for the Metro Vancouver area. See attachment “A” of this report for further detail.**

Success indicators for a similar partnership on Haida Gwaii include:

- Ensuring that there is an integrated approach to regional emergency planning on Haida Gwaii;
- Ensuring that the Haida are full partners in the approach and that the culture and unique character of the islands are respected;
- Finding the right person to provide support;
- Working to have clear communications and maximize the ability to reduce duplication of effort in each community;
- Having the resources and capacity to perform the work; and
- Ensuring that the partnership will be long-term and outlast those currently at the table.

Staff brought forward a proposed draft bylaw for review by the Planning Team for review and comment. Section 8 of the proposed bylaw ensures that municipal powers are not limited by the expanded emergency program service that is being proposed. The Haida communities could join the service through a service agreement.

The “region” was defined as being specifically the islands of Haida Gwaii. The mainland portion of the NCRD has not been included as a participant in the proposed partnership, as the geographical separation makes the regional focus on Haida Gwaii more appropriate.

EMBC indicated that they have been in discussions with Indigenous Services Canada (ISC) who may be interested in partnering on projects that have a strong First Nation’s component. Both SBC and EMBC agreed to explore this option further.

The organizational structure of the partnership was discussed using the IPREM as an example. The group agreed that a similar structure could apply on Haida Gwaii. The proposed steering committee could be comprised of EMBC and the CAOs of the communities, with the CHN, the School Board, the Ministry of Forests, Lands, Natural Resource Operations and Rural Development, Northern Health Authority, and the Ministry of Transportation and Infrastructure as other potential members.

A governance structure would also need to be established, with an initial suggestion of the Chair of the NCRD for the island communities. More work will need to be done to identify the provincial lead.

NEXT STEPS:

- EMBC will provide an update to Becky Denlinger, Deputy Minister, and will connect with the ISC, CHN, SBC and the OMVC;
- NCRD staff will work with EMBC to refine the budget and update the proposed draft bylaw;
- EMBC will develop a Memorandum of Understanding for all parties to sign indicating that they are supportive of moving forward to develop a Haida Gwaii Regional Emergency Management Partnership;
- EMBC will develop the initial draft framework for the partnership; and
- Target date for the next Board update will be early in the new year.

RECOMMENDATION:

Staff is recommending that the Board received this report for information.



Integrated Partnership for Regional Emergency Management in Metro Vancouver

2016 Annual Report

STRATEGIC DIRECTION

Vision: *A Disaster Resilient Region*

Mission: In collaboration with all levels of government and key stakeholders, lead the integration of planning for emergency management across the region to serve the greater public interest



The Integrated Partnership for Regional Emergency Management (IPREM) was established in April 2009 through a Memorandum of Understanding between the Province of British Columbia and the Metro Vancouver Regional District on behalf of 21 member municipalities, one Treaty First Nation, and one Electoral Area to enhance regional emergency management by providing sub-regional and regional planning on priority emergency management activities. Local Government within the Metro Vancouver region are responsible to develop and implement emergency management plans, including preparation for, response to and recovery from emergencies and disasters as outlined in the *Emergency Program Act* or jointly through municipal bylaws and other agreements including the Metro Vancouver Regional District. IPREM is well positioned to address regional emergency management gaps and challenges that are multi-jurisdictional and beyond one's authority.

MESSAGE FROM THE CO-CHAIRS

It is with great pleasure we present the Integrated Partnership for Regional Emergency Management (IPREM) 2016 Annual Report. 2016 was a pivotal year for IPREM as we implemented the 2016-2020 IPREM Strategic Plan. Over the next five years the Strategic Plan will be a tool guide the Metro Vancouver region to collectively achieve our vision of *A Disaster Resilient Region*. As part of our new business planning cycle, this is the first of five annual reports to share with you a summary of our performance.

Thankfully, the Metro Vancouver region had an uneventful year and did not experience any region-wide emergency disaster; however, we did experience one of the coldest and longest winters since 1996. We closely monitored the situation surrounding the devastating Fort Mc Murray wildfire as it reminded us of the importance of the work we undertake here in the Metro Vancouver region and that we need to continue to collaborate, be creative and strengthen relationships.

As we continue to move forward together, we wanted to say thank you for making IPREM a success. Your efforts and support have established IPREM as a model to foster regional collaboration in emergency planning in other areas of the province. As a testament to this, the Greater Victoria area also established a Regional Emergency Management Partnership on March 2016 and we look forward to collaborating with them on future activities.

On behalf of the partnership, we thank you for supporting IPREM and look forward to working with you in 2017.



Rebecca Denlinger

IPREM Provincial Co-Chair

Deputy Minister, Emergency Management

Ministry of Transportation and Infrastructure, Province of BC



John Leeburn, MBA

IPREM Local Co-Chair

Chief Administrative Officer
City of Port Coquitlam

2016 HIGHLIGHTS

- Ratified the 2016-2020 Strategic Plan (See Appendix) by the IPREM Policy Group to guide regional emergency management planning priorities for the Metro Vancouver region over the next five years.
- Implemented a two year training and exercise schedule for local government Chief Administrative Officers and Senior Management from Emergency Management British Columbia (EMBC) to collaborate on regional decisions for emergency disasters.
- Developed a new framework in collaboration with the regional engineers from the Metro Vancouver region for managing disaster debris.
- Developed a regional emergency management profile by engaging individual emergency management programs from each municipality.
- On boarded two full time Emergency Management Planning Coordinators in January to lead regional coordination of emergency management planning activities for the Metro Vancouver region.
- Established a network with similar regional partnerships in emergency management with the Regional Emergency Management Partnership (Greater Victoria area of BC) and the Regional Disaster Preparedness Organization (Portland Metro in Oregon USA).



Policy Group Meeting held on May 13, 2017

(L-R) John Leeburn and Rebecca Denlinger (Steering Committee Co-Chairs), and Minister Naomi Yamamoto and Board Chair Greg Moore (Policy Group)

GOAL ONE: Emergency management plans, programs and processes are coordinated and integrated to address priority planning needs

Strategy 1.1: Continue to identify, assess and prioritize current and emerging regional emergency management planning needs

Key Activity	2016 Key Performance Indicator	Status
a) Assess status and develop options for next steps for existing projects (Critical Infrastructure, Regional Hazard Risk Assessment, Regional Emergency Communications Strategy) by Apr 30, 2016.	<p>√ Options for next steps are developed by Apr 30, 2016.</p> <p>Status:</p> <ul style="list-style-type: none"> – Concluded Critical Infrastructure and the Regional Emergency Communications Strategy projects as the original scope were no longer current while other organizations have taken leadership roles in various elements of these projects. IPREM will remain engaged and stay apprised on these projects. – Reassessing the Regional Hazard Risk Assessment project will occur in 2017 to determine alignment with future IPREM projects. 	Completed
b) Identify and prioritize regional emergency management planning needs by Feb 17, 2017.	<p>√ Regional emergency management planning needs are identified by Dec 21, 2016.</p> <p>Status:</p> <ul style="list-style-type: none"> – Completed one-on-one sessions with 21 of 23 municipalities within in the Metro Vancouver region by collecting, analyzing and determining 24 regional emergency planning themes for IPREM to undertake to support the new five year strategic plan. 	Completed
c) Assess emerging regional emergency management planning needs.	<p>√ Priority regional emergency management planning needs are reviewed and revised as necessary.</p> <p>Status:</p> <ul style="list-style-type: none"> – Identified new IPREM regional priority projects including, planning for regional recovery, identifying regional hazard mapping opportunities, developing a multi-year regional exercise program, and creating a tabletop exercise package for training local government employees. 	Completed

GOAL ONE: Emergency management plans, programs and processes are coordinated and integrated to address priority planning needs

Strategy 1.2: Coordinate the establishment and revisions of regional emergency management plans, programs and processes to address priority planning needs

Key Activity	2016 Key Performance Indicator	Status
a) Complete All Hazard Integrated Regional Concept of Operations (Con Ops) Tabletop Exercise #4 recommendations and status report by end of Quarter 2.	<ul style="list-style-type: none"> ✓ Guidebook is completed. ✓ Report on sub regional Emergency Operations Centre is completed. ✓ Report on status of Tabletop Exercise #4 Recommendations is completed. ✓ Regional spokesperson role for Elected Officials is developed. <p>Status:</p> <ul style="list-style-type: none"> – Completed Operations Guidebook and Quick Reference Card to support activating the Regional Concept of Operations for regional decision making for emergency disasters. – Completed a report highlighting three models for co-locating emergency operations centres during a emergency disaster. – Completed recommendations assigned to IPREM and assigned outstanding recommendations not assigned to IPREM. – Sought endorsement from the Metro Vancouver’s Mayors Committee to establish a designated regional spokesperson for regional emergencies. The Mayors Committee directed IPREM to relook at this concept and consider that it may be more beneficial to have the role of spokesperson be determined based on the type of emergency, rather than pre-identify this role. The IPREM Steering Committee concluded that it would be best to allow the Regional Concept of Operations be used to de- 	Completed
	<ul style="list-style-type: none"> □ Train the Trainer package is developed. □ Two Train the Trainer sessions are delivered. <p>Status:</p> <ul style="list-style-type: none"> – Initiated development of training packages for local government emergency managers and EMBC. – Training for local governments, EMBC and relevant stakeholders will occur in 2017 as further refinements were needed as a result of Tabletop Exercise #5 and #6. 	Continuation into 2017

GOAL TWO: Stakeholders are engaged in effective regional emergency management

Strategy 2.1: Continue Support and promote processes and procedures for strengthening emergency management personnel within the region

Key Activity	2016 Key Performance Indicator	Status
a) Facilitate skills acquisition and experience for emergency management personnel.	<p>√ At least three regional professional development opportunities are promoted each year.</p> <p>Status:</p> <ul style="list-style-type: none"> – Promoted the opportunity for local government within the Metro Vancouver region to enhance individual emergency management training through the BC Hydro Community Safety Award. – Sponsored the 2016 Emergency Preparedness and Business Continuity Conference in Vancouver, BC. – Moderated a panel discussion, including IPREM, REMP and RDPO, on “<i>Regional Partnerships: A Collaborative Discussion</i>” highlighting the drivers involved in the launch of regional partnerships, benefits and challenges to date and the road map for capitalizing on opportunities to address regional emergency management gaps. 	Completed

Strategy 2.2: Continue to validate IPREM’s regional plans, programs, processes, and assure integration with other plans in the region

Key Activity	2016 Key Performance Indicator	Status
a) Continue to validate the Regional Concept of Operations through four exercises by the end of 2017.	<p>√ Two exercises are completed in 2016.</p> <p>Status:</p> <ul style="list-style-type: none"> – Conducted a regional tabletop exercise #5 with participation from 12 Local Government Chief Administrative Officers (CAO)/delegates and regional tabletop exercise #6 with 14 CAOs/delegates. – 18 out of 23 municipalities consistently participated over the course of year. 	Completed

Strategy 2.3: Engage stakeholders in relevant opportunities that enhance the region’s emergency preparedness

Key Activity	2016 Key Performance Indicator	Status
a) Organize and deliver regular regional forums to strengthen stakeholder engagement.	<p>√ Two relevant regional forums are organized and delivered</p> <p>Status:</p> <ul style="list-style-type: none"> – Facilitated Forum #1 to introduce IPREM’s 2016-2020 Strategic Plan and 2016 Annual Business Plan. – Facilitated Forum #2 to gather feedback on the draft Joint Municipal Regional Disaster Debris Management Operational Plan, and input on the consolidated list of potential IPREM projects and areas that require further work. 	Completed

GOAL THREE: IPREM is sustainable, competent, responsive, and accountable

Strategy 3.1: Continue to improve IPREM's internal processes, capacity, capabilities, and governance

Key Activity	2016 Key Performance Indicator	Status
a) Ensure effective ongoing operations of IPREM.	<ul style="list-style-type: none"> □ New administrative and Human Resource, policies, procedures and tools support IPREM's work Dec 31, 2016. □ Administrative and Human Resource, policies, procedures and tools are reviewed and revised as necessary. <p>Status:</p> <ul style="list-style-type: none"> – Identified a list of policies and procedures to enhance various areas of IPREM (e.g. financial planning) 	Ongoing
b) Maintain effective governance.	<ul style="list-style-type: none"> ✓ Five Year Operational Plan and 2016 Business Plan are completed by Jun 30, 2016. ✓ Five Year Strategic Plan is communicated through bulletin, website, EMBC staff networks. ✓ 2014 and 2015 Annual Report produced by Jun 30, 2016 and communicated through bulletin, website, EMBC staff networks etc. ✓ IPREM's roles and responsibilities are clarified with partners and key stakeholders. ✓ 2017 Business Plan is produced by Dec 31. ✓ 2016 Annual Report initiated by December 31. ✓ IPREM's roles and responsibilities are clarified with partners and key stakeholders. ✓ Plan reviews are completed by Dec 31, 2016 <p>Status:</p> <ul style="list-style-type: none"> – Completed operational plans and reports, and distributed to a variety of audiences. – Clarified the role of IPREM in accordance with the Memorandum of Understanding to stakeholders. 	Completed
c) Strengthen staff knowledge, skills, abilities and happiness.	<ul style="list-style-type: none"> ✓ Staff has the skills and knowledge to fulfill responsibilities <p>Status:</p> <ul style="list-style-type: none"> – Staff completed courses in group facilitation to strengthen skills in leading projects. – Staff attended workshops and a conference to enhance and establish relationships with relevant stakeholders to support IPREM activities and to learn about events and initiatives in emergency management from practitioners and academics. 	Completed

GOAL THREE: IPREM is sustainable, competent, responsive, and accountable

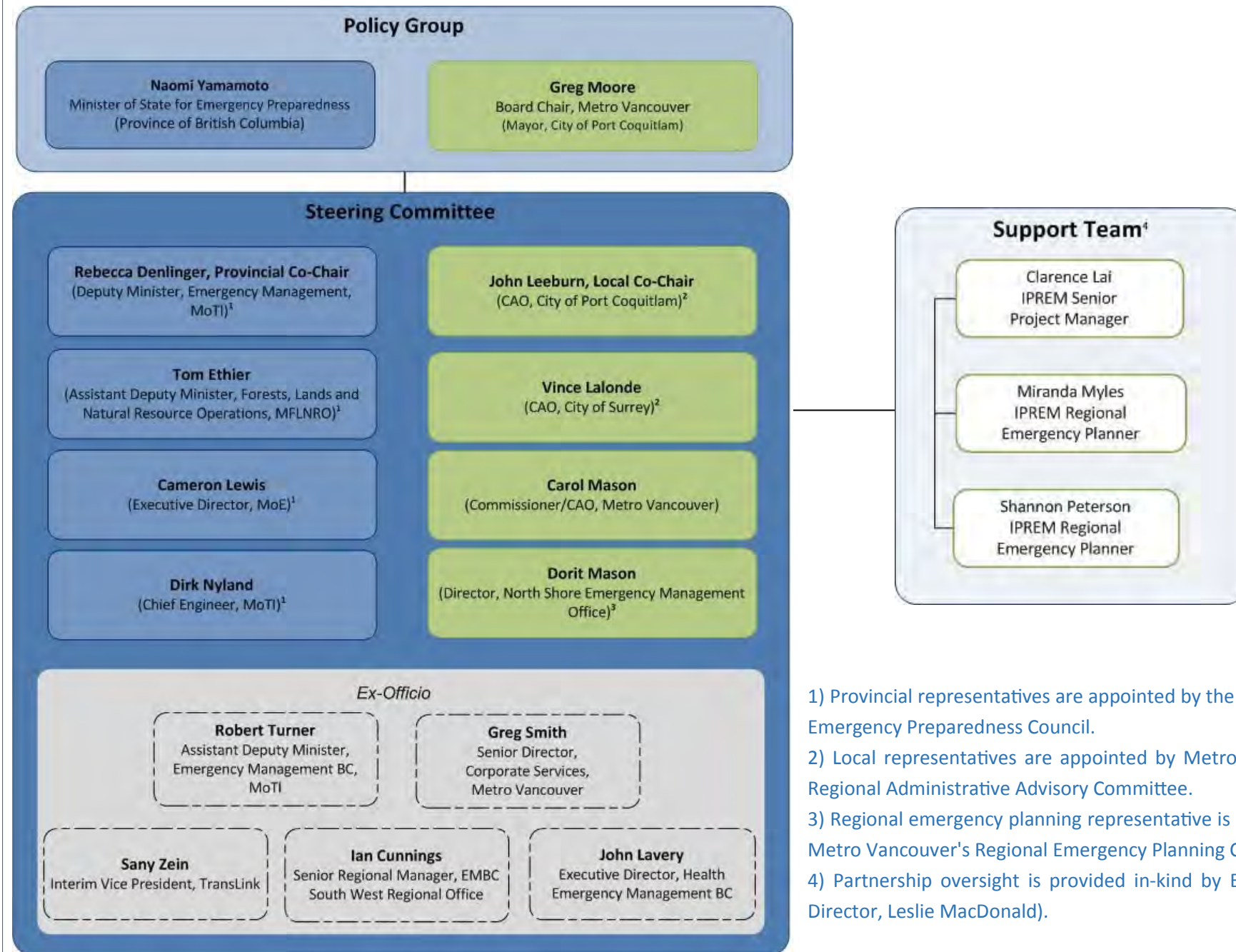
Strategy 3.2: Align IPREM resources to meet strategic goals and objectives

Key Activity	2016 Key Performance Indicator	Status
a) Ensure sufficient resources and effective allocation.	<ul style="list-style-type: none"> ✓ 2016 Business Plan budget is established by end of Quarter 2. ✓ 2017 Annual Business Plan budget forecast provided in Quarter 3 and Quarter 4. <p>Status:</p> <ul style="list-style-type: none"> – Completed Annual Business Plan to outline priority projects and activities for the year. – Prepared 2017 budget to support four new projects and other IPREM activities. 	Completed

Strategy 3.3: Continue to strengthen stakeholder relationships with IPREM activities

Key Activity	2016 Key Performance Indicator	Status
a) Ensure effective engagement with IPREM's stakeholders.	<ul style="list-style-type: none"> ✓ Initiate IPREM's staff participation policy by end of Quarter 4. ✓ Initiate external communications plan by Quarter 3. □ Stakeholder analysis completed by end of Quarter 4. <p>Status:</p> <ul style="list-style-type: none"> – Completed process to determine staff participation on external committees and working groups. – Initiated a IPREM communications plan to improve communication to IPREM, members of IPREM and relevant stakeholders on IPREM activities. – Initiated stakeholder analysis to determine the appropriate audience for the level of awareness of IPREM activities. 	Continuation into 2017

2016 ORGANIZATIONAL CHART



- 1) Provincial representatives are appointed by the Inter-Agency Emergency Preparedness Council.
- 2) Local representatives are appointed by Metro Vancouver's Regional Administrative Advisory Committee.
- 3) Regional emergency planning representative is appointed by Metro Vancouver's Regional Emergency Planning Committee.
- 4) Partnership oversight is provided in-kind by EMBC (Acting Director, Leslie MacDonald).

2016 FINANCIALS

For the Fiscal Year Ended on December 31, 2016

Revenue

Metro Vancouver Regional District Contribution	\$	150,000
Provincial Contribution		150,000
Funding From Reserve		335,469
Total Revenue	\$	635,469

Expenditures

Salaries and Benefits	\$	246,382
Professional Development		1,587
Travel		1,529
Conference Registrations		
Emergency Preparedness and Business Continuity Conference Sponsorship (Silver) and Registration		3,419
Consulting/Professional Services		
2016-2020 Strategic Plan Facilitator		10,200
Regional Disaster Debris Management Plan Development		31,600
Regional Concept of Operations Guidebook Development & Legal Read on Privacy Information for the First Responder and Receiver Accessibility Study		7,444
Regional Emergency Planning Committee- Note Taking		7,570
Other Related Items (workshop supplies, catering etc.)		3,562
Total Expenditures	\$	313,292

Outstanding Reserves **\$ 322,177**

Note: Metro Vancouver Regional District and Emergency Management BC (EMBC) each contribute \$150,000 annually to the partnership to support three IPREM staff and project activities.

APPENDIX: IPREM 2016-2020 STRATEGIC PLAN

VISION	A disaster resilient region							
MISSION	In collaboration with all levels of government and key stakeholders, lead the integration of planning for emergency management across the region to serve the greater public interest							
CORE VALUES	<ul style="list-style-type: none"> • Collaboration • Leadership 	<ul style="list-style-type: none"> • Continuous learning • Creativity and Innovation 	<ul style="list-style-type: none"> • Champion • Staff excellence and well-being 	<ul style="list-style-type: none"> • Outcome-oriented and accountable • Inclusive and respectful of autonomy 				
PRIORITIES	Coordinating and integrating regional emergency management planning priorities		Strengthening the region's emergency management capacity and capability			Strengthening IPREM's organizational capacity and capability		
GOALS	Regional Emergency management plans, programs and processes are coordinated and integrated to address priority planning needs		Stakeholders are engaged in effective regional emergency management			IPREM is sustainable, competent, responsive, and accountable		
STRATEGIES	1.1 Continue to identify, assess and prioritize current and emerging regional emergency management planning needs	1.2 Coordinate the establishment and revisions of regional emergency management plans, programs and processes to address priority planning needs	2.1 Support and promote processes and procedures for strengthening emergency management personnel within the region	2.2 Continue to validate IPREM's regional plans, programs, processes, and assure integration with other plans in the region	2.3 Engage stakeholders in relevant opportunities that enhance the region's emergency preparedness	3.1. Continue to improve IPREM's internal processes, capacity, capabilities, and governance	3.2 Align IPREM resources to meet strategic goals and objectives	3.3 Continue to strengthen stakeholder relationships with IPREM activities



Staff Report

Date: October 12th, 2018

To: D. Chapman, Chief Administrative Officer

From: D. Fish, Corporate Officer

Subject: Investing in Canada Infrastructure Program – Rural & Northern Communities and Community, Culture, & Recreation Programs

Recommendations:

THAT the staff report entitled “Investing in Canada Infrastructure Program – Rural & Northern Communities and Community, Culture, & Recreation Programs”, dated October 12th, 2018, be received for information.

PURPOSE:

The purpose of this report is to provide

BACKGROUND:

On September 12, 2018, the Ministry of Municipal Affairs and Housing (MMAH) announced that the federal and provincial governments will deliver two new infrastructure programs – the Community, Culture and Recreation Fund, and the Rural and Northern Communities Fund – designed to close the infrastructure gap in B.C.’s communities.

The Community, Culture and Recreation program will provide access to funding for projects that upgrade and build sports facilities, trails, local community centres and spaces for arts and culture. It will also support health and educational facilities that uphold the Trust and Reconciliation Commission’s Calls to Action.

The Rural and Northern Communities fund will ensure the unique needs of B.C.’s small, rural and remote communities with populations under 25,000 are met. The fund is designed to support communities’ wide range of infrastructure priorities including broadband connectivity, efficient and reliable energy, indigenous health and educational facilities, local public transit

and reliable road, air or marine infrastructure, as well as improved resilience to natural disasters and environmental quality.

DISCUSSION:

Community, Culture and Recreation Program

The Community, Culture and Recreation (CCR) stream will fund infrastructure projects that will **support projects that improve citizen's access to and quality of cultural, recreational and community spaces.**

A project must meet at least one of the following outcomes to be eligible:

1. Improved access to cultural, recreational and community infrastructure, or
2. Increased quality of cultural, recreational and community infrastructure.

Eligible applicants include local governments, indigenous applicants, and not-for-profit organizations. Eligible projects will be subject to a technical evaluation and ranked according to **the extent to which they meet the program's objectives and the eligibility criteria.**

Application deadline for the CCR program is January 23, 2019.

The CCR program provides funding for projects as follows:

Ultimate Recipient	Federal Contribution	Provincial Contribution	Total Gov Contribution
Local Government projects	40%	33.33%	73.33%

The remaining eligible project costs, plus all ineligible project costs, and cost overruns are the responsibility of the local government. It is important to note that, as per the ICIP guidelines, the NCRD is unable to use Gas Tax Community Works Funding as its contribution toward the project.

A minimum project value has been set at \$150,000 total eligible project costs for applications. There is no cap on the maximum allowable funding amount per project, however, consideration will be given to a fair distribution of funding.

Regional districts may submit one application for each community in their area.

To be eligible for funding, a project must:

- a) Be community-oriented, non-commercial in nature and open for use to the public and not limited to a private membership;
- b) When a community hub and/or community centre, be publicly accessible, multi-purpose spaces that bring together a variety of different services, programs and/or social and cultural activities to reflect local community needs;

- c) If it is a health facility or a primary or secondary education facility, have specific benefit to indigenous peoples;
- d) Be put forward by an applicant who demonstrates that they will be able to operate and maintain the resulting infrastructure over the long-term;
- e) Meet one or more of the program outcomes;
- f) Be for the construction, renewal, rehabilitation or material enhancement of infrastructure, excluding normal maintenance and operation;
- g) Be supported by all requirements set out in the program application guide;
- h) Meet or exceed any applicable energy efficiency standards for buildings outlined in the Pan-Canadian Framework on Clean Growth and Climate Change where a building is constructed;
- i) For publicly accessible buildings, meet or exceed the requirement of the highest published accessibility standard in a jurisdiction;
- j) The application and supporting documents should be comprehensive, credible, and feasible;
- k) Stipulate a construction completion date of no later than March 31, 2024;
- l) Be duly authorized and endorsed by appropriate Board or Council;
- m) Be for broad public use or benefit and clearly demonstrate this within the application;
- n) Be located in the Province of B.C.; and
- o) Meet all of the program criteria identified in the program guide.

Example projects under the CCR program include:

- 1. Community
 - a. Community centres
 - b. Presentation space
 - c. Community facility
- 2. Culture
 - a. Galleries
 - b. Libraries
 - c. Museums
 - d. Performance space
- 3. Recreation
 - a. Arenas
 - b. Pools
 - c. Curling rink
 - d. Stadiums
 - e. Recreational trails

Rural and Northern Communities

The Rural and Northern Communities (RNC) program is a component of the wider Investing in Canada Infrastructure Program (ICIP) which provides funding toward projects that improve rural and northern communities; green; community, culture and recreation; and, public transportation infrastructure.

The core project outcomes specific to the RNC program are:

1. Improved food security,
2. Improved and/or more reliable road, air and/or marine infrastructure,
3. Improved broadband connectivity,
4. More efficient and/or reliable energy,
5. Improved education and/or health facilities,
6. Improved access to and/or increased quality of cultural, recreational and/or community infrastructure for Canadians,
7. Increased capacity to treat and/or manage wastewater and stormwater,
8. Increased access to potable water,
9. The project will increase capacity to reduce and/or remediate soil and/or air pollutants,
10. Increased structural capacity and/or increased natural capacity to adapt to climate change impacts, natural disasters and/or extreme weather events,
11. Improved capacity of public transit infrastructure,
12. Improved quality and/or safety of existing or future transit systems, or
13. Improved access to a public transit system.

Eligible applicants include local governments established by or under B.C. statute that are:

- An incorporated municipality that has a population of 25,000 persons or less;
- A regional district submitting an application for a community that has a population of 25,000 persons or less. A community, for the purpose of application to the program, is considered to be a settlement area within a regional district electoral area; and
- A local government located outside the boundaries of the Metro Vancouver and the Capital Regional District.

Application deadline for the RNC program is January 23, 2019.

The RNC program provides funding for projects as follows:

Ultimate Recipient	Federal Contribution	Provincial Contribution	Total Gov Contribution
Local Government projects (5,000 – 25,000 population)	50%	40%	90%
Local Government projects (<5,000 population)	60%	40%	100%

The remaining eligible project costs, plus all ineligible project costs, and cost overruns are the responsibility of the local government. It is important to note that, as per the ICIP guidelines, the NCRD is unable to use Gas Tax Community Works Funding as its contribution toward the project.

There is no cap on the maximum allowable funding amount per project, however, consideration will be given to a fair distribution of funding.

Regional districts may submit one application for each community in their area.

To be eligible for funding, a project must:

- a) Be situated within, and for the direct benefit of, rural and northern communities with a population of 25,000 or less based on 2016 Census data;
- b) Be located outside the boundaries of Metro Vancouver and the Capital Regional District;
- c) Be put forward by an applicant who demonstrates that they will be able to operate and maintain the resulting infrastructure over the long-term;
- d) Meet one or more of the program outcomes;
- e) Be for the, construction, renewal, rehabilitation or material enhancement of infrastructure, excluding normal maintenance or operation;
- f) Be supported by all requirements outlined in the program guide;
- g) Include an application and supporting documents that are comprehensive, credible, and feasible;
- h) Stipulate a construction completion date of no later than March 31, 2027;
- i) Be duly authorized or endorsed by a resolution from the appropriate governing body of **the applicant's organization;**
- j) Be for broad public use or benefit and clearly demonstrate this within the application;
- k) Meet or exceed any applicable energy efficiency standards for buildings outlined in the Pan-Canadian Framework on Clean Growth and Climate Change where a building is constructed;
- l) For publicly accessible buildings, meet or exceed the requirement of the highest published accessibility standard in a jurisdiction;
- m) If related to increased access for a community, be highway or trade corridor infrastructure that connects communities that do not already have year round road access;
- n) If it is a health facility or primary or secondary education facility, have specific benefit to indigenous peoples;
- o) Be located in the province of B.C.; and
- p) Meet the program criteria identified in the program guide.

At this time, staff is seeking further direction from the Board of the NCRD with respect to project identification that may align with the requirements of the RNC or CCR programs.

It is intended that support for application development will be provided by grant writers on the mainland and Haida Gwaii to ensure applications are developed consistent with the requirements outlined in the program guide.

RECOMMENDATION:

Staff is recommending that the Board of the NCRD consider infrastructure projects in alignment with the requirements of the CCR and RNC programs outlined above. Once given direction, staff will follow up with development of funding applications for consideration prior to the end of the year.



Staff Report

Date: October 12th, 2018

To: D. Chapman, Chief Administrative Officer

From: D. Fish, Corporate Officer

Subject: 2018 Business Façade Improvement Proposals

Recommendations:

THAT the staff report entitled “2018 Business Façade Improvement Proposals” be received;

AND THAT the Board of the North Coast Regional District approve Mr. Olsen’s application to the business façade improvement program in the amount of \$5,000.

BACKGROUND:

In 2017, the North Coast Regional District (NCRD) submitted an application to Northern Development Initiative Trust’s (NDIT) Business Façade Improvement program. The program provides annual grant funding for local governments up to \$20,000. Funding is intended to enhance economic development by encouraging private sector investment in business façade improvements.

The application intake for business façade improvement proposals closed on April 27th, 2018 at 4:30 p.m., with that period being extended by Board resolution.

DISCUSSION:

The NCRD Business Façade Improvement Program Policy and Guidelines outline the eligibility of applicants, properties and improvements, as well as design guidelines and the application process.

As per the program policy and guidelines, eligible projects are to be evaluated by the Electoral Area Advisory Committee using the following ranked criteria:

1. Does the project for which funds are being sought meet the applicable design guidelines?
2. Will the project, once complete, have a noticeable impact on the streetscape?
3. Will the renovation offer a noticeable improvement on the streetscape?
4. Was a professional designer or architect used?

The NCRD has received one application to the business façade improvement program from Dean Olsen (SuperValu) in Sandspit, which has been included as Attachment A to this report.

Project Eligibility

Project Parameter	Detail	Eligibility
Applicant	Property & business owner	✓
Applicant	Property taxes and utilities paid, no outstanding building permits	✓
Applicant	Has not received grant in year's prior	✓
Property	Located within Electoral Area E	✓
Project	Total minimum cost of \$2,500	✓
Project	Façade mural	✓

Attachment A of this report includes further information with respect to photos of existing **façade conditions, detailed specifications, contractor's cost** estimates, drawings and designs, materials and a signed terms and conditions.

Given a total project cost of \$11,225.29, the applicant has submitted for a total grant request of \$5,000 (maximum allowable grant).

RECOMMENDATION:

Staff is recommending that the NCRD Board receive and approve the **Mr. Olsen's** application to the Business Façade Improvement program in the amount of \$5,000.

[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;
- Accessibility improvements (ramps, wider doors, etc.) to the outside of the building only and are part of a larger façade improvement project.

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 conformation 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.

BUSINESS FAÇADE IMPROVEMENT PROGRAM
GRANT APPLICATION

NORTH COAST REGIONAL DISTRICT

Applicant Information

Applicant Name: DEAN & OLSEN
Mailing Address: Box Swosport, B.C. V0T 1T0
Phone: 250 637-2249
Email: albertdeanolson@gmail.com
Building Address: 343 Alliford Bay Rd

If you are applying as the tenant of a building, please provide the following information and attach a letter of consent from the owners stating that you are permitted to make these changes.

Owner Name: _____
Mailing Address: _____
Phone: _____
Email: _____

Project Description

Describe the proposed project – Please attach any extra sheets, photos, designs, samples, etc. Describe the work to be done and materials to be used and note how this is related to the Design Guidelines.

WE are looking to place a 42' x 8' mural on the
front outside wall of our Superstore in
Swosport B.C. See attachments. The work will be
completed inside on panels in an artists studio and
installed on the building once completed. It will be
Acrylic on MDO panels, (VARNISHED). The artist is Thomas
Arnatt and the mural is to be the third mural placed in Haida
Gwaii communities out of 7. This project is in partnership with
Haida Gwaii Community Futures

Business Facade Improvement Guidelines

Planned Start Date: Open Board Decision
Completion Date: Dec 31/2018
Total Project Cost: \$ 11000.00
Funding Request: \$ 5000.00
Date Application Received: _____

Applicant Checklist

- ☒ Property taxes paid
- ☒ Utility account paid
- ☒ Building owner authorization

Attach to Application

- ___ Photos of existing conditions (before)
- ___ Detailed specifications
- ___ Contractor's cost estimates
- ___ Drawings/designs
- ___ Material and colour samples
- ___ Signed terms and conditions

BUSINESS FAÇADE IMPROVEMENT PROGRAM
TERMS AND CONDITIONS

NORTH COAST REGIONAL DISTRICT

I, DEAN OLSEN of Super Value have read the
(Applicant) (Business/building)

complete application and concur with and give my consent to the work proposed in the application.

I assume all responsibility for obtaining appropriate architectural drawings, permits and inspections, and hiring of contractors as necessary.

I will allow the North Coast Regional District to use before and after pictures of the project and testimonials for the purpose of promoting this program in the future.

I agree not to involve the North Coast Regional District of the Business Façade Improvement Program in any legal action between myself and any contractors, estimators, employees, workers or agents arising from or out of the Business Façade Improvement project.

I give my consent to the North Coast Regional District to make all inspections necessary to confirm that the approved plans are implemented in accordance with the expected standards.

Payment of approved grants will be made upon the applicant providing the North Coast Regional District proof of final completion of proposed improvements along with verification of expenditures and proof of final inspection (when required).

Signature:

✓ [Signature]

Date:

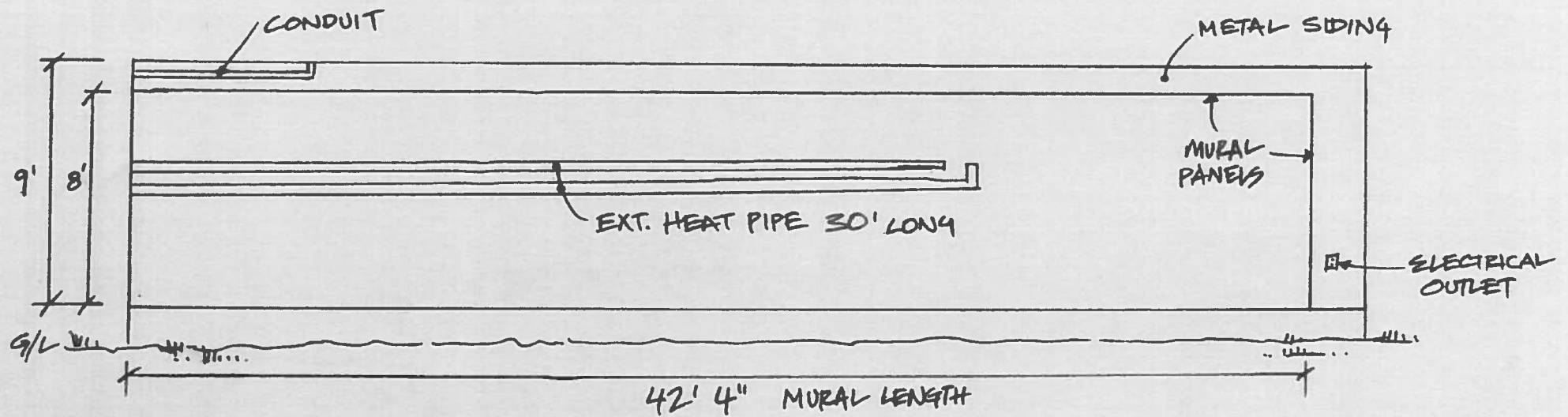
✓ October 4, 2018

OFFICE USE

Application received by:

Date:



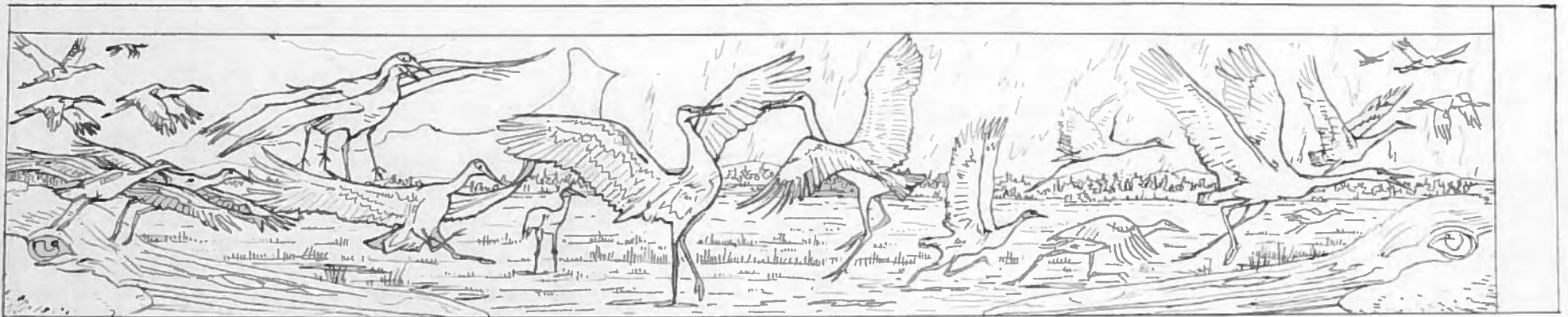


EXISTING WALL SHOWING MURAL PLACEMENT

* 4" DEEP WOODEN BACKING APPLIED BEFORE MURAL FOR SUPPORT & PROTECT EXIST. PIPES

SITE: SUPER VALU - SANDSPIT, HAIRA GWALI

• JULY 2018 •



MURAL PROPOSAL FOR SUPERVALU WALL, SANDSPIT, HAIDA GWAII

☆ ATTEN: MIKE, DEAN, JORDAN

8' x 42' 4", ACRYLIC ON MDO PANELS, VARNISHED

ARTIST: THOMAS ARNATT
JULY, 2013

Sandhill Crane Mural Theme Elements

- Sandhill Cranes landing, dancing, taking off. Alludes to migration of and to the flow of the Sandspit Airport.
- Large driftwood and rock Sandhill Crane heads frame lower mural.
- Haida design element incorporated in feather details of select cranes.
- Sky and clouds is an aerial map of Sandpit and ocean waters.
- Direction of bird flow “points” visitor to front doors of store.

Quote for Sandhill Crane Mural

SuperValu, Sandspit, Haida Gwaii

Materials – Acrylic on primed MDO panels, varnished.	\$1380
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Labour - 275 hours @\$30/hour	\$8250
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Total :	\$9630
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(Installation & wooden frame backing separate.)

Artist: Thomas Arnatt - 250 626 0003

Box 481, Masset, V0T 1M0

Client: Community Futures Haida Gwaii

AARON-MARK SERVICES LTD.

706 OCEANVIEW DRIVE PO BOX 7

VILLAGE OF QUEEN CHARLOTTE BC

PHONE: 250-559-4417 FAX: 250-559-4418

NO . 3006445

CASH QUOTE

10/04/18 14:14 001

RT 0001 100004407

10/04/18

CASH SHIP HAIDA GWAIH S-1
TO: COMMUNITY FUTURES P-30
C-8 SAMANTHA MURPH
MISC: MIKE RACZ A-1 MARK GOETZINGE
W-8 SAMANTHA MURPH
C-1 P-1

CUST#: 1.000C DEL DATE:10/04/18 TERMS: NET - CASH

L#	QTY	DESCRIPTION	CATALOG	UNITS	PRICE	AMOUNT
1	45	2 X 4 - 12 ACQ TREATED	2412ACQ	A 45	15.84 EA	712.80 GP
2	8	2 X 4 - 16 ACQ TREATED	2416ACQ	A 8	19.13 EA	153.04 GP
3	100	ROOF SCREW #14X1-1/4	#14ROOFSCREW	A 100	.18 EA	18.00 GP
4	1	#8 X 3" 300BOX FKCBR83J	1399899	A 1	19.99 BX	19.99 GP

PAID BY:		SUBTOTAL	903.83
	D	G.S.T.	45.19
THANK YOU FOR SHOPPING AT AMS ACE BUILDING CENTRE	D	P.S.T.	63.27
YOUR QUOTE IS VALID FOR 5 BUSINESS DAYS		TOTAL	1012.29

Cromwell Contrustion
Box 71 Tell, BC
V0T 1Y0
ct.williams@hotmail.com

Labour Quote for Super Value Sandspit Mural Project:

Scope of work:

To install backing for a 42' x 8' mural on the west wall of the Sandspit Supervalue

Install 5 rows of 2x4 pressure treated stacked 3 deep. Attach each row with appropriate fasteners.

Use 2 fasteners per point of contact @ every 2nd contact point.

Time to complete – 8hrs @ \$60.00/hr = \$420.00 + taxes = \$483.00

Travel = \$100.00

Total Labour Quote = \$583.00

*This quote is for labour only and does not include any material costs.



Staff Report

Date: October 12, 2018

To: D. Chapman, Chief Administrative Officer

From: M. Williams, Planning Consultant

Subject: OCP and Zoning Amendment – Tourist Accommodation

Recommendations:

THAT first reading be given to “Tlell OCP Amendment Bylaw No. 627, 2018.”

AND THAT first reading be given to “Tlell Zoning Amendment Bylaw No. 628, 2018.”

AND FURTHER THAT a Public Hearing be set for November 17, 2018 at 7:00 PM at the Tlell Fire Hall (36542 Highway 16), Tlell, B.C.

Background:

McElhanney submitted an OCP and zoning amendment application on behalf of property owners to permit ‘glamorous camping’ at 40175 Highway 16. The applicant is requesting the lots be zoned from A1 – Agriculture-Forestry District to C2 – Tourist Accommodation District. *Official Community Plan* amendment is also required to amend designation from Rural to Commercial.

DISCUSSION:

Agency Referral

Information regarding the application was referred to internal and external agencies for comments. A summary of comments will be provided to the Board in a future report.

Referral Agencies:

- Graham Island Advisory Planning Commission;
- Misty Isle Economic Development Society;
- Northern Health Authority;
- Ministry of Transportation and Infrastructure;
- Ministry of Forests, Lands and Natural Resource Operations and Rural Development;
- Solutions Table via FLNRORD;
- Ministry of Environment; and
- Heritage Conservation (Archaeology Branch).

Public Hearing

In accordance with the *BC Local Government Act*, a public hearing must be held after first reading and prior to third reading. Notice is required to be published in two consecutive issues of the local newspaper. Public Hearing is recommended to be scheduled for November 17, 2018.

SUMMARY:

The applicant is seeking to amend the OCP and Zoning Map to permit tourist accommodation. Staff have recommended that the application be referred to several agencies and stakeholders for comment. An amendment bylaw will be brought forward to the October meeting.

Intention of Application:

OCP:	Rural	→	Commercial
Zoning:	A-1	→	C-2

Alternatives

The Board may identify alternatives for staff to pursue, such as:

1. Select a different day for the Public Hearing; or
2. Another option as identified through discussion of the Board.



Bylaw No. 627, 2018

A bylaw to amend the *Rural Graham Island Official Community Plan Bylaw 532, 2011*.

WHEREAS the *BC Local Government Act* specifies an *Official Community Plan* (OCP) is a statement of objectives and policies to guide decisions on planning and land use management which must include statements and map designations;

AND WHEREAS the Board of the North Coast Charlotte Regional District deems it is in the public interest to amend OCP designation governing a portion of Tlell is to be amended as follows,

NOW THEREFORE the Board of the North Coast Charlotte Regional District in open meeting assembled enacts as follows:

1. Citation: This Bylaw may be cited for all purposes as the “Rural Graham Island (Tlell) OCP Amendment Bylaw No. 627, 2018.”
2. Rural Graham Island *Official Community Plan Bylaw No. 532, 2011* is hereby amended as follows:
 - a. Move portions of the following lots from “Rural” to “Commercial” on Schedule C5: Land Use (Tlell Area), as shown on Schedule A of this Bylaw.
 - i. Parcel Identifier: 007-686-706
3. This bylaw shall come into force and be binding on all persons from the date of adoption.

Read a first time this _____ *day of* _____, **2018**

Public Hearing held this _____ *day of* _____, **2018**

Read a second time this

__ *day of* ____, **2018**

Read a third time this

__ *day of* ____, **2018**

Adopted this

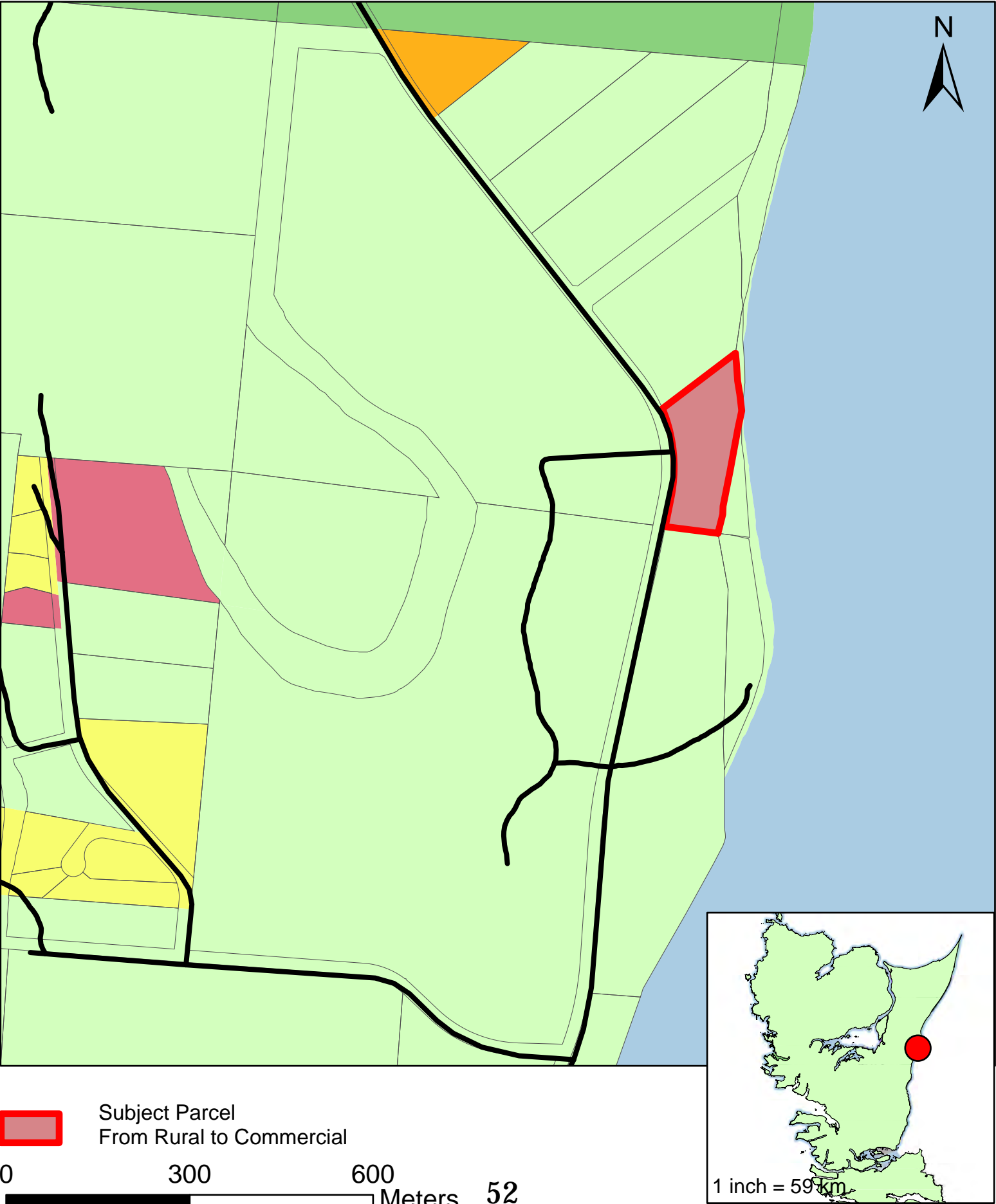
__ *day of* ____, **2018**

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 627, 2018.

Rural Graham Island OCP Amendment Bylaw No. 627, 2018
Schedule A





Bylaw No. 628, 2018

A bylaw to amend the *Graham Island Interim Zoning Bylaw 192, 1993* zoning map with respect to land uses permitted

WHEREAS the *BC Local Government Act* allows a local government to divide portions of the municipality into zones and regulate permitted land uses within zones,

AND WHEREAS the Board of the North Coast Charlotte Regional District deems it is in the public interest to amend zoning governing a portion of the Tlell area within the Graham Island zoning map is to be amended as follows,

NOW THEREFORE the Board of the North Coast Charlotte Regional District in open meeting assembled enacts as follows:

1. Citation: This Bylaw may be cited for all purposes as the “Graham Island (Tlell) Interim Zoning Amendment Bylaw No. 628, 2018.”
2. The Graham Island Interim Zoning Bylaw 192, 1993 is hereby amended as follows:
 - a. Move portions for the following lands from “A1” to “C2” as shown on Schedule A of this bylaw, which is attached to and forms part of the bylaw.
 - i. Parcel Identifier: 007-686-706
3. This bylaw shall come into force and be binding on all persons from the date of adoption.

Read a first time this

__ day of ____, 2018

Public Hearing held this

__ day of ____, 2018

Read a second time this

___ *day of* ___, **2018**

Read a third time this

___ *day of* ___, **2018**

Adopted this

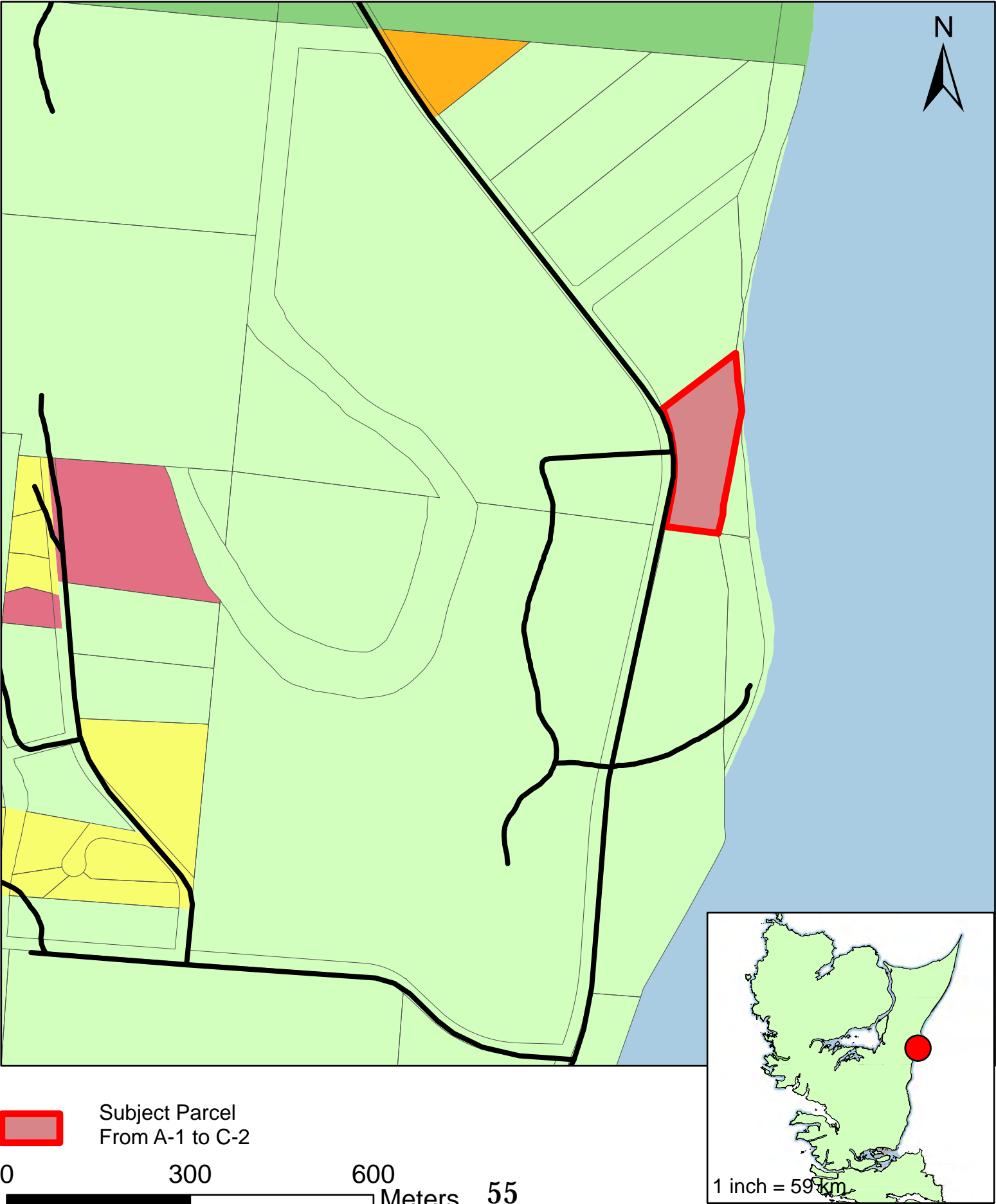
___ *day of* ___, **2018**

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 628, 2018.

Rural Graham Island Zoning Amendment Bylaw No. 628, 2018
Schedule A





Bylaw No. 621, 2018

A bylaw to establish a service to provide a contribution to the cost of providing and operating arts and cultural centres

WHEREAS under section 332 of the *Local Government Act* a regional district may operate any service the Board considers necessary or desirable for all or part of the regional district;

AND WHEREAS the Board of the North Coast Regional District wishes to establish a service for the purpose of contributing to the cost of providing and operating performing arts and cultural centres within the City of Prince Rupert for community use for the benefit of the residents of the District of Port Edward, Electoral Area A and Electoral Area C;

AND WHEREAS the approval of the Inspector of Municipalities has been obtained under section 342 of the *Local Government Act*;

AND WHEREAS approval by alternative approval process has been obtained in accordance with sections 345 of the *Local Government Act*;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

NOW THEREFORE the Board of the North Coast Regional District in open meeting assembled enacts as follows:

1. Citation

This Bylaw may be cited for all purposes as the “Mainland Arts and Culture Contribution Bylaw No. 621, 2018”.

2. Service

The service established by this bylaw is for the purpose of providing financial contribution to the cost of operating the Museum of Northern B.C. and the Lester Centre of the Arts.

3. Service Area Boundary

The boundary of the service area is coterminous with the boundaries of the City of Prince Rupert, the District of Port Edward, and Electoral Areas “A” and “C”.

4. Service Participants

The participants in this service shall be the City of Prince Rupert, the District of Port Edward, and Electoral Areas “A” and “C”.

5. Cost Recovery Method

The annual cost of the service shall be recovered by property value taxes imposed on the net taxable value of land and improvements for hospital purposes under section 378(1)(a) of the *Local Government Act*.

6. Apportionment of Costs

The apportionment of the net costs of the service shall be on a ratio basis as follows:

- a) The City of Prince Rupert shall contribute 2/5 of the net costs of the service;
- b) The District of Port Edward shall contribute 2/5 of the net costs of the service; and
- c) Electoral Areas “A” and “C” shall contribute 1/5 of the net costs of the service.

7. Requisition Limit

The maximum that may be requisitioned for the service to be provided pursuant to this bylaw is a fixed annual contribution maximum of \$45,000.

Read a first time this

25th day of May, 2018

Approval of the electors received this

___ day of _____, 2018

Read a second time this

___ day of _____, 2018

___ day of _____, 2018

__ day of ____, 2018

__ day of ____, 2018

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 621, 2018.



Staff Report

Date: **October 12, 2018**

To: **D. Chapman, Chief Administrative Officer**

From: **M. Williams, Planning Consultant**

Subject: **Referral – License of Occupation (Residential)**

Recommendations:

Action: that the Board provide feedback to the Province of BC regarding this referral.

BACKGROUND

The North Coast Regional District received a Land Referral from the Province of BC for a license of occupation for a sloped ditch approximately 0.75 to 1.0m deep, 1.5m wide, and 165m long in order to provide drainage to the adjacent fee-simple lots.

The Ministry has asked for comments regarding this referral. Standard responses:

1. Interests unaffected;
2. No objection to approval of project;
3. No objection to approval of project subject to conditions as discussed by the Board; or
4. Recommend refusal of project due to reasons outlined by the Board.

DISCUSSION

The referral is in the Village of Port Clements. NCRD zoning and OCP does not cover this area. No comment was received from APC to date. Any comments received will be brought forward.

ALTERNATIVES

The Board may identify alternatives for staff to pursue, such as:

1. No response be provided; or
2. Another option as identified through Board discussion.

Management Plan

Please describe the details of your project to the extent known. Consult the guidance document for further information on regulatory requirements, rational for why the information is required, and how to find required information.

The scope and the timing for response will be provided. If information is requested and not received, it may result in the disallowance of the application.

Information on these topics may be required as part of the application processing and if further detail is necessary that is not part of the application and management plan received, you will be contacted and requested to provide additional information. In some circumstances, the use of a qualified professional to complete the plan may be required.

1.0 Background

1.1 Project Overview

Describe project for which authorization is requested, including construction and/or phased development details:

The project for which this authorization is requested is to create a sloped ditch approximately 0.75 to 1.0 m deep by 1.5 m wide and 165 m long in order to provide drainage to the adjacent lots.

1.2 Investigative Work

If any preliminary investigative work has been carried out, with or without an investigative authorization, provide details on work completed, incomplete or on-going from previous term.



Activity	Brief Description of Activity	Status (e.g. Complete, incomplete, ongoing)	Comments / Milestones
none			
Add Row			

1.4 First Nations Consultation

Describe any contact you may have had, including the name of the First Nation(s) and representatives contacted.



none.

2.0 Location

2.1 Description

Provide a general description of the location of the project:



The proposed ditching will take place on a tract of provincial crown land which has frontage on Bayview Drive and is adjacent to Lot 12, Plan 9609 in the Village of Port Clements, BC.

2.2 Location Justification

Provide your reasons/justification of the need for this type of project at this location:



I am proposing to build a home on Lot 12, Plan 9609, in the Village of Port Clements. This lot has an issue in that there is inadequate drainage to accommodate a building site.

2.3 Seasonal Expectations of Use

When will the Project require use of the land? Include information on key works during construction phases as well as operations phase. Please reference reduced risk fish windows as required by DFO:



Project Phase (Construction / Operations)	Brief Description of Activity / Works	Season
Construction	Excavation and grooming ditchline	Late summer/Autumn 2018
Operations	Providing drainage to adjacent lots	Year Round
Add Row		

3.1 Facilities and Infrastructure

construction methods and materials, and construction scheduling.

Facility/Infrastructure/Process	Construction Methods/Materials	Construction Schedule
Process	Using a small excavator to create ditch and slope sides with excavated material to prevent erosion and overflow.	As soon as possible
	Ditch will flow intersect the existing ditch line along Bayview Drive in Port Clements.	
Add Field		

3.2 Access

Identify existing and proposed roads used for access and their use by season. Include any proposed connections to public or Forest Service Roads; traffic information including volume of traffic during construction/operation and phase or season that the traffic is expected:

Roadway/Proposed Connection	Existing/Proposed	Existing Road Classification	Road Permittee Information and Road Use Agreements	Traffic Volume		Operations Phase	Mitigation of Traffic Effects
				Construction Phase			
Add Field							

3.3 Utility Requirements and Sources

Describe utility requirements and sources, include agreements in place or underway allowing access to utilities.

3.4 Water Supply

Identify water requirements for construction and operation phases (e.g. surface water and/or groundwater), including sources, location, volume and a general description of infrastructure planned to meet water supply requirements, include any agreements outside of Water Act Authorizations identified above (Section I, Authorizations, Permits or Approvals), such as Municipal water supply.

Add Field					
n/a					
Project Phase (Construction/Operation)	Water Requirement (e.g. Surface water or ground water, etc)	Source/location	Volume	Infrastructure Description	Agreements

3.5 Waste Collection Treatment and Disposal

Identify any waste disposal (note septic system required), sewage, sanitation facilities and refuse disposal proposed.



Add Field					
n/a					
Project Phase (Construction/Operation)	Is there a water requirement (e.g. Surface water or ground water, etc)	Discharge distance to closest body of water (well, lake, etc.)	Volume of daily discharge	Infrastructure Description	Existing Agreements

4.0 Environmental

Describe any significant impacts and proposed mitigation for the following environmental classes:

4.1 Land Impacts

4.1.1 Vegetation Removal

Is any timber removal required?

☐ Yes ☒ No

Are any areas of vegetation to be cleared, outside of timber removal?

☐ Yes ☒ No

4.1.2 Soil Disturbance

Will there be any areas of soil disturbance, including clearing, grubbing, excavation and levelling?

☒ Yes ☐ No

Disturbance Type	Impacts	Proposed Mitigations
Soil Disturbance	none	excavated materials will be used to slope ditch adjacent to excavated strip.
Add Field		

Is the area to be excavated a Brownfield site or has the potential to be contaminated?

☐ Yes ☒ No

Is there potential for disturbance of archaeological, paleontological fossils or historical artifacts?

☐ Yes ☒ No

4.1.3 Riparian Encroachment

Will any works be completed within or adjacent to the riparian zone of any water body?

☐ Yes ☒ No



4.1.4 Pesticides and Herbicides

Will there be any use of pesticides or herbicides during construction, operations and/or maintenance?

☐ Yes ☒ No

4.1.5 Visual Impacts

Will there be any adverse effects of the projects, and any potential adverse effects on sight lines to the project area from surrounding areas likely to be used for scenic viewing by residents or other users?

☐ Yes ☒ No

4.1.6 Archaeological Sites

Are there any known or high potential (Arch Procedure) archaeological sites within the project area?

☐ Yes ☒ No

Have you conducted an AIA or engaged an archaeologist to assist with your investigations?

☐ Yes ☒ No

4.1.7 Construction Methods and Materials

Identify the types of construction materials, the methods used, their impacts, and any mitigations:

Construction Material/Method	Impacts	Mitigations
Excavation with Excavator	n/a	Equipment will be in good condition and spill prevention equipment will be on site and we have a contingency plan for clean up.
Add Field		

4.2 Atmospheric Impacts

4.2.1 Sound, Odor, Gas or Fuel Emissions

Will the project construction or operation cause any of the following to disturb wildlife or nearby residents:

Sound? ☐ Yes ☒ No

Odor? ☐ Yes ☒ No

Gas? ☐ Yes ☒ No

Fuel Emissions? ☐ Yes ☒ No

4.3 Water or Land Covered by Water Impacts

4.3.1 Drainage Effects

Will the project result in changes to land drainage?

☐ Yes ☒ No

4.3.2 Public Access

Will the project result in changes to public access?

☐ Yes ☒ No

4.3.3 Flood Potential

Will the project result in a potential for flooding?

☐ Yes ☒ No

4.4 Fish and Wildlife Habitat Impacts

4.4.1 Disturbance to Wildlife and Wildlife Habitat

Will the project result in adverse effects to wildlife or wildlife habitat?

(BC Wildlife Act)

☐ Yes ☒ No

Will the project (construction or operations phase) occur in and around streams, lakes, estuarine or marine environments?

☐ Yes ☒ No

Is the project (construction or operations phase) likely to increase erosion or sedimentation?

☒ Yes ☐ No

Describe the fish habitat on or near the project site, include potential impacts of the Project (e.g. stream crossings, water diversions, etc), including seasonal considerations, and plans to manage/mitigate effects.

Project Phase	Impacts	Proposed Mitigations / Management
operations	possible sedimentation	use of filter cloth/straw bales to prevent the passing of sediment to the ditch line along Bayview Drive in Port Clements.
Add Field		

Will the project (construction or operations phase) require water diversion?

☐ Yes ☒ No

Will the project threaten or endanger species at risk in the area?

Species At Risk Act

☐ Yes ☒ No

5.0 Socio-Community

5.1 Land Use

Describe the current community setting on or near the project area, including the location of non-aboriginal and aboriginal communities or known use areas.

The project is within the Village of Port Clements, on Haida Gwaii.

5.1.1 Land Management Plans and Regional Growth Strategies

Are there any land and resource management plans, coastal plans, provincial, regional growth strategies or local government plans with zoning, or management policies or use restrictions in place that could limit or preclude your proposed use of the land? *(Please refer to the [Union of BC Municipalities \(UBCM\)](#), and check the websites of the municipality, regional district or other organization with jurisdiction including your project area.)*

☐ Yes ☒ No

5.2 Socio-Community Conditions

5.2.1 Adjacent Users or Communities

Is the project likely to restrict public access, or the ability, or the ability of adjacent land owners or tenure holder to access their property or tenures?

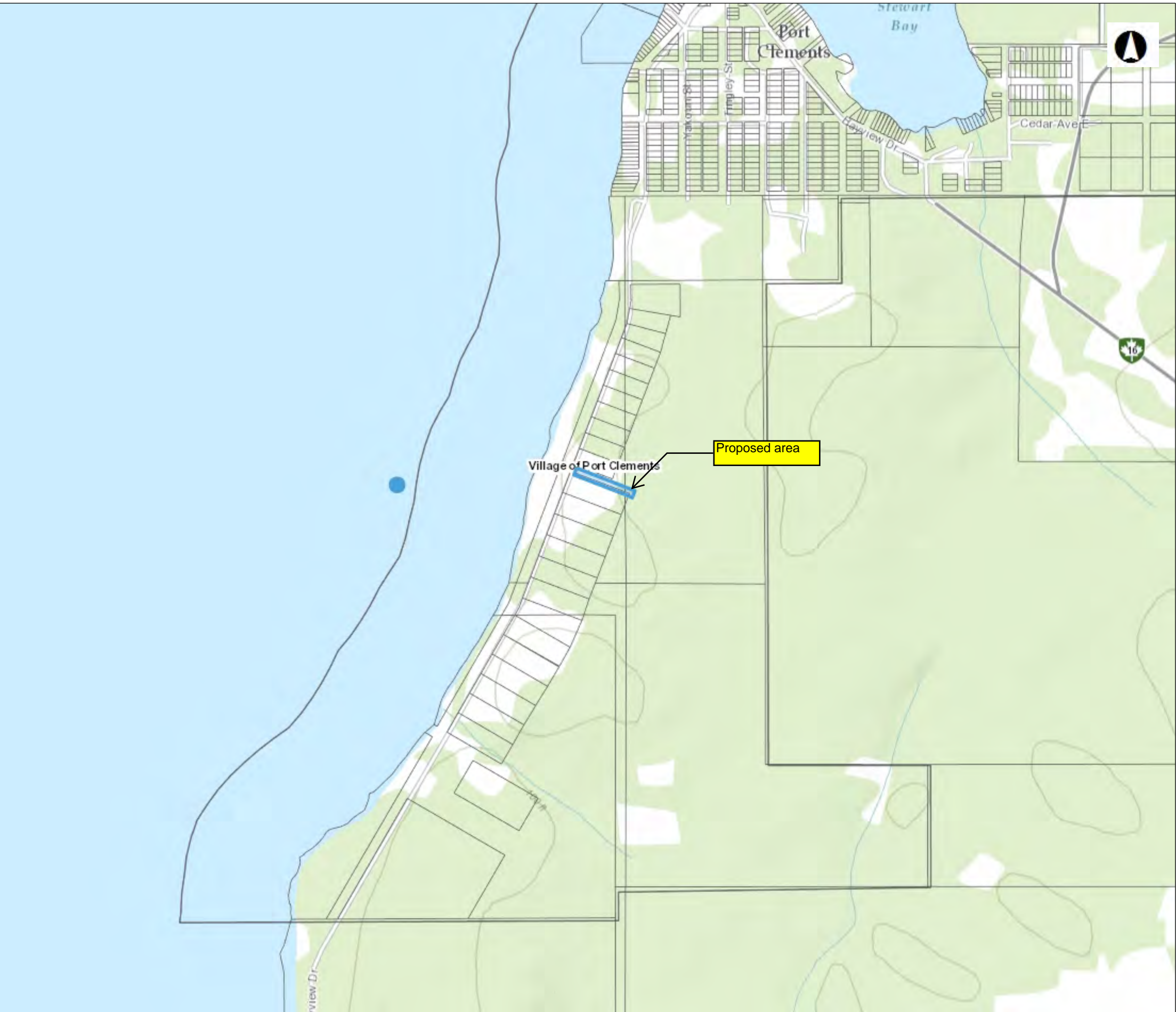
☐ Yes ☒ No

5.2.2 Existing Services

Provide a description any increased demand on fire protection and other health facilities and emergency services arising from your Project, including proposed management or mitigation measures.



none

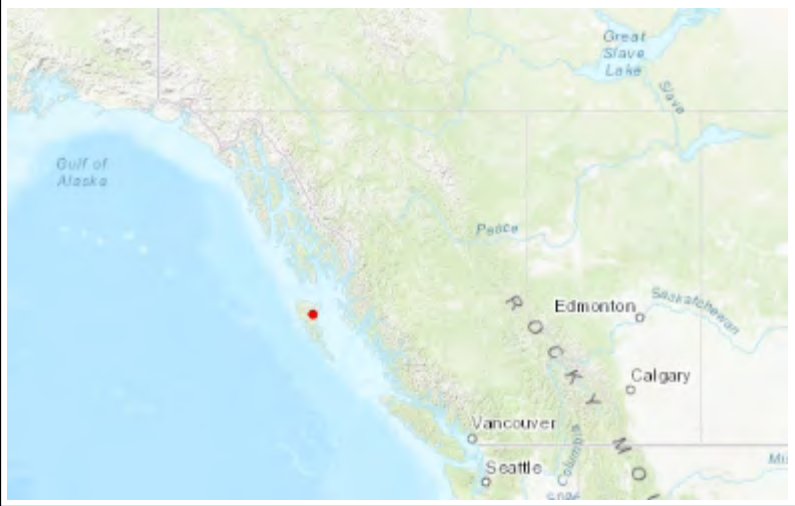


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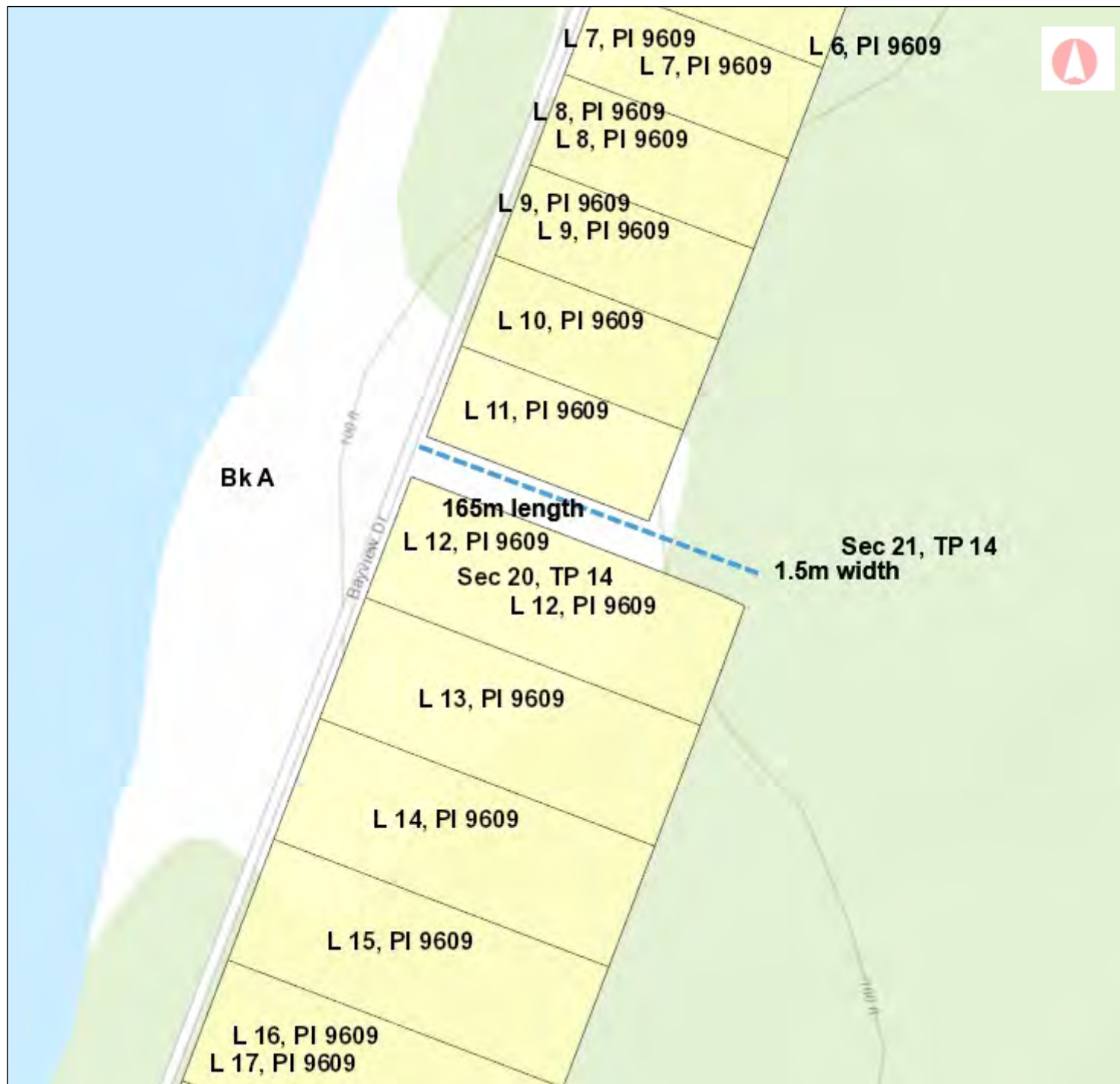
- ☐ Municipalities - Legally Defined Administrative Areas
- ☐ Surveyed Parcels

Datum: NAD83	0 0.23 0.5 Miles
Projection: WGS_1984_Web_Mercator_Auxiliary_Sp here	1: 18,056

Key Map of British Columbia



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Travis Obrien Ancillary Residential Crown Land Use Application

Land Act Survey Parcels - T
Descriptions

Integrated Cadastral Fabric
- Private Ownership

0 0.09 0.18 km

1: 4,514

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Datum: NAD83

Projection: WGS_1984_Web_Mercator_Auxiliary
Sphere

Key Map of British Columbia



SEC. 20

REM.

D.L. 338

LOT 8
0.5000 ha.

LOT 9
0.5000 ha.

LOT 10
0.5000 ha.

LOT 11
0.5000 ha.

LOT 12
1.000 ha.

LOT 13
1.000 ha.

LOT 14
1.000 ha.

LOT 15
1.000 ha.

LOT 16
1.000 ha.

LOT 17
1.000 ha.

PROPOSED DRAINAGE DITCH

Roman
meathur
Van Sch. Jan

Galucha

Pere
Calabrigo

REM.
FRAC.
N. 1/2
SEC. 20

FRAC.
S. 1/2 SEC. 20

FRAC. N.W. 1/4
SEC. 21

Fd. DET 570g mkd. 20"
2 DET stumps illegible
root of old post, Set 10, Trade RT-

Fd. 3 WP mkd. N.E. 103
OBT. mkd. 13.5" OBT. snag mkd. 24.4"