



**NORTH COAST REGIONAL DISTRICT  
ELECTORAL AREA ADVISORY COMMITTEE MEETING AGENDA  
Held by Teleconference  
1-877-385-4099; 3761822#  
Friday, October 18, 2019 at 5:30 p.m.**

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**1. CALL TO ORDER**

**2. CONSIDERATION OF AGENDA (additions/deletions)**

**3. COMMITTEE MINUTES & BUSINESS ARISING FROM MINUTES**

3.1	Minutes of the Electoral Area Advisory Committee Meeting held September 20, 2019	Pg 1-3
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**5. FINANCE**

None.	---
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**6. CORRESPONDENCE**

6.1	Gita'at First Nation – Request for Letter of Support for Northern Development Initiative Trust Community Halls and Recreation Program Application for Community Kitchen Project	Pg 4-8
6.2	Oona River Resources Association - Request for Letter of Support for Northern Development Initiative Trust Community Halls and Recreation Program Application for Education Centre	Pg 9-21

**7. REPORTS / RESOLUTIONS**

7.1	D. Fish, Chief Administrative Officer - Northern Capital and Planning Grant (“NCPG”) Allocation	Pg 22-27
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**8. NEW BUSINESS**

None.	---
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**9. OLD BUSINESS**

None.	---
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**10. PUBLIC INPUT**

**11. IN-CAMERA**

None.	---
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**12. ADJOURNMENT**



## NORTH COAST REGIONAL DISTRICT ELECTORAL AREA ADVISORY COMMITTEE

**MINUTES** of the Electoral Area Advisory Committee meeting held at 14-342 3<sup>rd</sup> Avenue West in Prince Rupert, B.C. on Friday, September 20, 2019 at 1:00 p.m.

### PRESENT

### PRIOR TO ADOPTION

Chair            E. Putterill, Electoral Area E

Directors       D. Nobels, Electoral Area A  
                      K. Bergman, Electoral Area C  
                      J. Young, Electoral Area D (*via teleconference*)

Staff            D. Fish, Chief Administrative Officer  
                      J. Bagnall, Corporate Officer

### 1.      **CALL TO ORDER 1:04 p.m.**

### 2.      **CONSIDERATION OF AGENDA (additions/deletions)**

MOVED by Director Nobels, SECONDED by Director Bergman, that the September 20, 2019 Electoral Area Advisory Committee agenda be amended as follows:

8.2      2019-2022 Draft Strategic Plan

**025-2019**

**CARRIED**

### 3.      **COMMITTEE MINUTES & BUSINESS ARISING FROM MINUTES**

3.1      Minutes of the Electoral Area Advisory Committee Meeting held June 21, 2019

MOVED by Director Nobels, SECONDED by Director Young, that the minutes of the June 21, 2019 Electoral Area Advisory Committee meeting be adopted as presented.

**026-2019**

**CARRIED**

### 4.      **FINANCE**

None.

### 5.      **CORRESPONDENCE**

None.

### 6.      **REPORTS / RESOLUTIONS**

None.

**7. NEW BUSINESS**

- 7.1 Sandspit Community Society Application to Northern Development Initiative Trust's Fabulous Festivals and Events Program

MOVED by Director Nobels, SECONDED by Director Young, that the Sandspit Community Society Application to Northern Development Initiative Trust's Fabulous Festivals and Events Program be received;

AND THAT the Electoral Area Advisory Committee recommend that the Board of the North Coast Regional District support Sandspit Community Society Application to Northern Development Initiative Trust's Fabulous Festivals and Events Program in the amount of \$2,500 to be drawn from the North Coast Regional District nominal account.

**027-2019**

**CARRIED**

**8. OLD BUSINESS**

- 8.1 Director Putterill, Area E - Northern Capital & Planning Grant Discussion

MOVED by Director Nobels, SECONDED by Director Bergman, to refer this item to the next EAAC Meeting;

AND THAT an EAAC be scheduled before the next Regular North Coast Regional District Board meeting on October 18<sup>th</sup>, 2019;

AND THAT staff be directed to prepare a staff report to outline and assess options for the Northern Capital & Planning Grant allocation options.

**028-2019**

**CARRIED**

- 8.2 2019-2022 Strategic Plan

MOVED by Director Nobels, SECONDED by Director Bergman, that the 2019-2022 Strategic Plan received for information.

**029-2019**

**CARRIED**

**9. PUBLIC INPUT**

There were 0 questions from the public.

**10. IN CAMERA**

None.

**11. ADJOURNMENT**

MOVED by Director Nobles, SECONDED by Director Bergman, that the meeting be adjourned at 1:43 p.m.

**030-2019**

**CARRIED**

*Approved and adopted:*

*Certified correct:*

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***Chair***

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***Corporate Officer***

Dear All,

Gitga'at First Nation respectfully requests a letter of support by October 11th to accompany their grant application to the Northern Development Initiative Trust Community Halls and Recreation Facilities of up to \$30,000 to renovate to commercial standards the kitchen in the attached photographs.

Community Facts:

Hartley Bay is a small remote community of approximately 200 people that exists in the Douglas Channel. Presently, there is no grocery store in Hartley Bay; 70% of the residents diet comes from the ocean. The Japanese Knotweed is choking out natural habitat and is reducing traditional food gathering stores.

Gitga'at First Nation is dedicated to securing a local food source and plans to convert the kitchen into a commercial kitchen for large scale food production and for use by local entrepreneurs and community members.

With your support, we can make this happen. If you have any questions, do not hesitate to contact us.

Thank you,  
Beth - Write On Services

September 24, 2019

Northern Development Initiative Trust  
Attention: Community Halls and Recreation Facilities Program  
301-1268 Fifth Avenue  
Prince George, BC

RE: Letter of Support for Gitga'at First Nation Community Kitchen Renovation

Dear Northern Development Initiative Trust:

On behalf of Gitga'at First Nation, I herein express our full support for the application to your Community Halls and Recreation Facilities' Program that provides up to \$30,000 in funding to help renovate our kitchen.

Hartley Bay is a remote community located 145 km south of Prince Rupert in the Douglas Channel. There are approximately 200 residents in the community and a further 600 members living off reserve.

Presently, Hartley Bay does not have a grocery store. Community members mainly rely on the ocean for food; groceries are barged in from Prince Rupert once a week.

Laxgalts'ap (or "Old Town") was the ancestral home and main winter village for the Gitga'at Nation, located in Kitkiata Inlet on the northwest side of Douglas Channel. Today the main Gitga'at community resides in Tsalgiu (Hartley Bay), though the community still visit and occupy historic village sites throughout their territory to fish, gather berries, harvest seaweed, and manage their resources. The community well-being of the Gitga'at Nation is closely intertwined with the health of their territory, and the water and land and the resources they contain.

The salmon stocks are dwindling as is the local supply of berries that formed the mainstay of our community member's diet. Gitga'at First Nation is dedicated to local food production and has begun growing fresh vegetables for community use. As part of our strategic plan and with your funding support, we plan to convert the existing kitchen beside the gymnasium into a commercial kitchen to allow for traditional gathering and harvesting of local food.

We look forward to working with you on this valuable community project.

Sincerely,

Arnold Clifton  
Chief

September 24, 2019

Northern Development Initiative Trust  
Attention: Community Halls and Recreation Facilities Program  
301-1268 Fifth Avenue  
Prince George, BC

RE: Letter of Support for Gitga'at First Nation Community Kitchen Project

Dear Northern Development Board:

Gitga'at Development Corporation fully supports Gitga'at Nation's application to Northern Development Initiative Trust for the purpose of developing a commercial grade community kitchen to sustain large scale traditional local food harvesting and processing.

Gitga'at Development Corporation is focused on creating long-term, sustained prosperity for the Nation and its members. Presently, the Corporation is working on a business plan to construct a hotel, restaurant and retail market in Hartley Bay. Having an inventory of local fresh food is vital to maintain business operations as well as feed community members and staff. Market research gathered by the National Indigenous Tourism Association demonstrates that visitors seek out and like to try local cultural foods. The retail market being planned on the harbourfront will form an excellent venue for the sale of local traditional food and art.

Gitga'at Development Corporation proudly partners and supports Gitga'at First Nation in their endeavours to maintain food security for the community. Having a commercial community kitchen for is important for long term prosperity of that Nation.

I trust you will support their application.

Sincerely,

Paul Paterson  
Chief Executive Officer







The Northern Development Initiative Trust has funding under the Community Halls and Recreation Facilities program. Oona River Resources Association (ORRA) will be applying for funding by October 31<sup>st</sup> 2019 to potentially receive \$30,000 in grant funding to a maximum of 70% of the eligible project budget. ORRA is looking to receive a letter of support from the Regional District for an education center.

Attached is documentation regarding the budget of the education center, a letter of support from Coast Mountain College. ORRA is either pending or in the process of additional grant applications for Mountain Equipment Cooperative as well as Pacific Salmon Foundation. Attached is also the full application we will be submitting to Northern Development Initiative Trust. ORRA has also attached the building plans for the education center.

### **Description of Education Center:**

Our proposed project is to build a second dwelling at the Oona fish hatchery (ORRA) to facilitate a more functional education center. ORRA currently has a multi facet building. On the top floor of the facility there is a large open room with a kitchen where guests eat, sleep in bunkbeds and includes a small table in the middle as our classroom. Presently there is no separation of the space. In the basement, there is a small salmon hatchery where 15,000 salmon reared and released back into the wild.

The proposed education center would be a separate 46 ft. by 16 ft. building. If there was a fully separate education center we would like to host field trips or workshops for organizations such as Cadets, Girl Guides, and Scouts, as we would be able to facilitate more guests and parent chaperons as we would have more sleeping space in the original building as the education component would be moved to the education center. The education center would be situated in the vicinity of our original building for amenities. ORRA currently owns three acres of property surrounding the hatchery, which the education center would be built on ORRA land

A second dwelling would allow for a separate classroom facility which could accommodate more participants in educational events such as fieldtrips/workshops. The facility is used as a community space for local events, educational field trips for Coast Mountain College or University of Northern BC as well as rehab workshops for Kitkatla Nation. If there was a fully separate education center it would provide the organization with the ability to host larger groups which will increase our revenues assisting with the overall costs of a non-profit organization.

The education center would be a space for educating community members, tourists and local or international organizations. The center will have permanent displays about sustainability and environmental stewardship; one of ORRA's goals is teach individuals of all ages and backgrounds to the diversity of the North Coast's natural oasis where environmental stewardship is on display.

The new building would be solely dedicated as an education center and the original structure would remain an expanded kitchen and sleeping quarters. Education is the key to making the public and students aware about the challenges in the environment and the ecosystem. By building a new dwelling as an education facility we hope to attract and create increased interest in the local environment.

**A Summary of Oona River Resource Association:**

Oona River Resources Association (ORRA) delivers a program that promotes environmental protection, awareness and education. In the heart of our facility we are a salmon hatchery which we rear over fifteen thousand Coho salmon, although similar to our community we deliver a diverse program that engages students from Coast Mountain College, members of Kitkatla nation and additional North Coast communities such as Prince Rupert, Port Edward and Oona River. The presence and abundance of healthy salmon runs is important to North coast communities to sustain commercial and recreational fisheries that are important to our economy.

Our facility is multidimensional as we host field trips from Coast Mountain College which educates students about our natural resources and environmental stewardship. We also host workshops for Kitkatla Nation; by engaging community members with our natural environment and our surrounding unique ecosystem. Every year we hire two local summer students, which provides employment for the community as well as inspiring a greater understanding of environmental stewardship. ORRA helps build community awareness and education surrounding our dynamic ecosystem. We strive to inspire environmental stewards in our communities which will create a healthier ecosystem and society.

**RE: Mountain Equipment Cooperative**

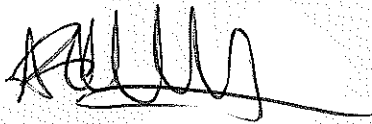
**Oona River Resources Society**

To Whom It May Concern:

Coast Mountain College is pleased to be able to support the application of the **Oona River Resources Society** for funding under the **Mountain Equipment Cooperative**. Our organization has been a strong supporter of the Society. **Coast Mountain College** has been bringing students to **Oona River Resources Association** since 2000. Students studying in the Coastal Ecology program have an opportunity to participate in the five-night field trip. Each of these days are filled with environmental education and experimental learning. We hike in old growth forest, collect specimens and learn about keystone species. **Oona River Resources Society** hosts lectures about the salmon cycle, and guide students in an interpretive river walk describing our local flora and fauna. Our annual field trip to **Oona River Resources Society** is one the highlights of the year for our students.

Coast Mountain College strongly supports the **Oona River Resources Association** in their application for **Mountain Equipment Cooperative** Community Grant. We are in full support of the society building an education center to expand their facility to greater impact our community. We believe that the Society's programs are a major benefit to the environment and to North Coast British Columbia.

Regards,



**Andy Blackburn, B.Sc,**  
*Laboratory Technician*  
Coast Mountain College

**Adobe Reader 8.0+ is required to complete this application form.**

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

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



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

**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?
	Yes                      No

**2. Applicant Profile**

Applicant organization (legal name):	Non-profit society registration no. (if applicable):
Mailing address:	Telephone:
Email:	Website (URL):

**3. Primary Contact Information**

Primary contact (for this application):	Position/title:

Complete the following if different from applicant organization contact information:

Mailing address:	Email:	Telephone:

4. Resolution of Support

★ If you are in the Northeast region, use the [Northeast Funding Application Form](#).

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

The resolution of support is:

Attached.

Not yet secured. The scheduled council meeting date is:

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

- \* The appropriate government agency should be determined based on the location of the project. For example:
- A project within a First Nations community requires a band resolution of support.
  - A project within the municipal boundary requires a resolution of support from the municipality.
  - A project outside the municipal boundary requires a resolution of support from the regional district.

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

5. Project Overview

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

Agriculture	Energy	Mining	Pine Beetle Recovery	Tourism
Economic Development	Forestry	Olympic Opportunities	Small Business	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:

Explain the rationale for the project:

✦ 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. Sustainability

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

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

Describe how the project will contribute to environmental sustainability:



## 7. Direct Economic Benefits

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

## 8. 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:		35+ hours/week	12 months/year	
Direct permanent part-time jobs:		hours/week	12 months/year	
Direct permanent seasonal jobs:		hours/week	months/year	

## 9. New Employment (job creation)

★ The following job creation will be reported on by the applicant organization for a two 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:		35+ hours/week	12 months/year	
Direct permanent part-time jobs:		hours/week	12 months/year	
Direct permanent seasonal jobs:		hours/week	months/year	
Direct temporary jobs (construction or consulting):		hours/week	months/year	
<b>TOTAL PROPOSED FULL-TIME EQUIVALENT (FTE) JOB CREATION:</b>				
★ 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.				

## 10. Increased Revenue Generation

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

Current annual revenues:	Projected annual revenues		
	Year 1	Year 2	Year 3
\$	\$	\$	\$
<b>INCREASED REVENUE EXPECTED OVER THREE YEARS:</b> ✦ Incremental revenue expected is the sum of the <b>projected annual revenues</b> for the three years after the project, minus the <b>current annual revenues</b> over the same three year period.			\$
Describe how the revenue will be generated and the sources of revenue:			

## 11. Operational Cost Savings

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

Current costs:	Projected costs		
	Year 1	Year 2	Year 3
\$	\$	\$	\$
<b>COST SAVINGS EXPECTED OVER THREE YEARS:</b> ✦ Cost savings expected is the sum of the <b>projected costs</b> for the three years after the project, minus the <b>current costs</b> over the same three year period.			\$
Describe how the operational cost savings will be generated (for example, energy efficient upgrades):			

## 12. Project Milestones

Stage of project:	Scheduled date: (dd-mmm-yyyy)	Describe the current stage of the project:
1) Project start date		
2)		
3)		
4)		
5)		
6)		
7)		
8) Project completion date		

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

## 13. Project Budget

✦ Quotes must outline the proposed scope of work, the vendor and cost(s) excluding GST.

Expense item:	Amount (\$):	Vendor:	Verification:
	\$		Quote(s) attached
	\$		Quote(s) attached
	\$		Quote(s) attached
	\$		Quote(s) attached
	\$		Quote(s) attached
	\$		Quote(s) attached
	\$		Quote(s) attached
	\$		Quote(s) attached
<b>TOTAL PROJECT BUDGET: \$</b>			

✦ 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.

## 14. Funding Request

The following funding is requested from Northern Development:

Funding type:	Amount (\$):	
Grant	\$	✦ Maximum allowable grant is \$30,000 per community hall or recreation facility project, with the remainder available in the form of a loan.
Loan	\$	✦ 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:	years (max 10)	
<b>TOTAL REQUESTED:</b>	\$	

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

## 15. Other Funding Sources

Funding source: ✦ Do not use acronyms.	Amount (\$):	Identify funding terms:	Identify funding confirmation:
	\$	Applicant contribution	Confirmation letter attached
		<b>Pending</b>	
	\$	Grant    Loan Other:	Approval letter attached Date approval expected:
	\$	Grant    Loan Other:	Approval letter attached Date approval expected:
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	\$	Grant    Loan Other:	Approval letter attached Date approval expected:
<b>TOTAL OTHER FUNDING:</b>	<b>\$</b>	<b>TOTAL PROJECT FUNDING:</b>	<b>\$</b> (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.

16. Leveraging

Northern Development’s funding leverage for the project:	
The funding request as a percentage of total project funding is:	%
✦ <i>Leverage % = (Northern Development funding request) ÷ (Total project funding)</i>	
✦ <i>Northern Development provides funding up to a maximum of 70% of an eligible project budget.</i>	

17. Attachments

List all documents attached to this application:

Document name:
1) <b>Required:</b> Local government or band resolution of support <i>(as outlined in section 4. Resolution of Support)</i>
2) <b>Required:</b> Detailed quotes <i>(as outlined in section 13. Project Budget)</i>
3) <b>Required (if applicable):</b> Funding approval letters <i>(as outlined in section 15. Other Funding Sources)</i>
4) <b>Required (if applicable):</b> Society incorporation document <i>(not applicable for local governments or First Nations)</i>
5)
6)
7)
8)
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.

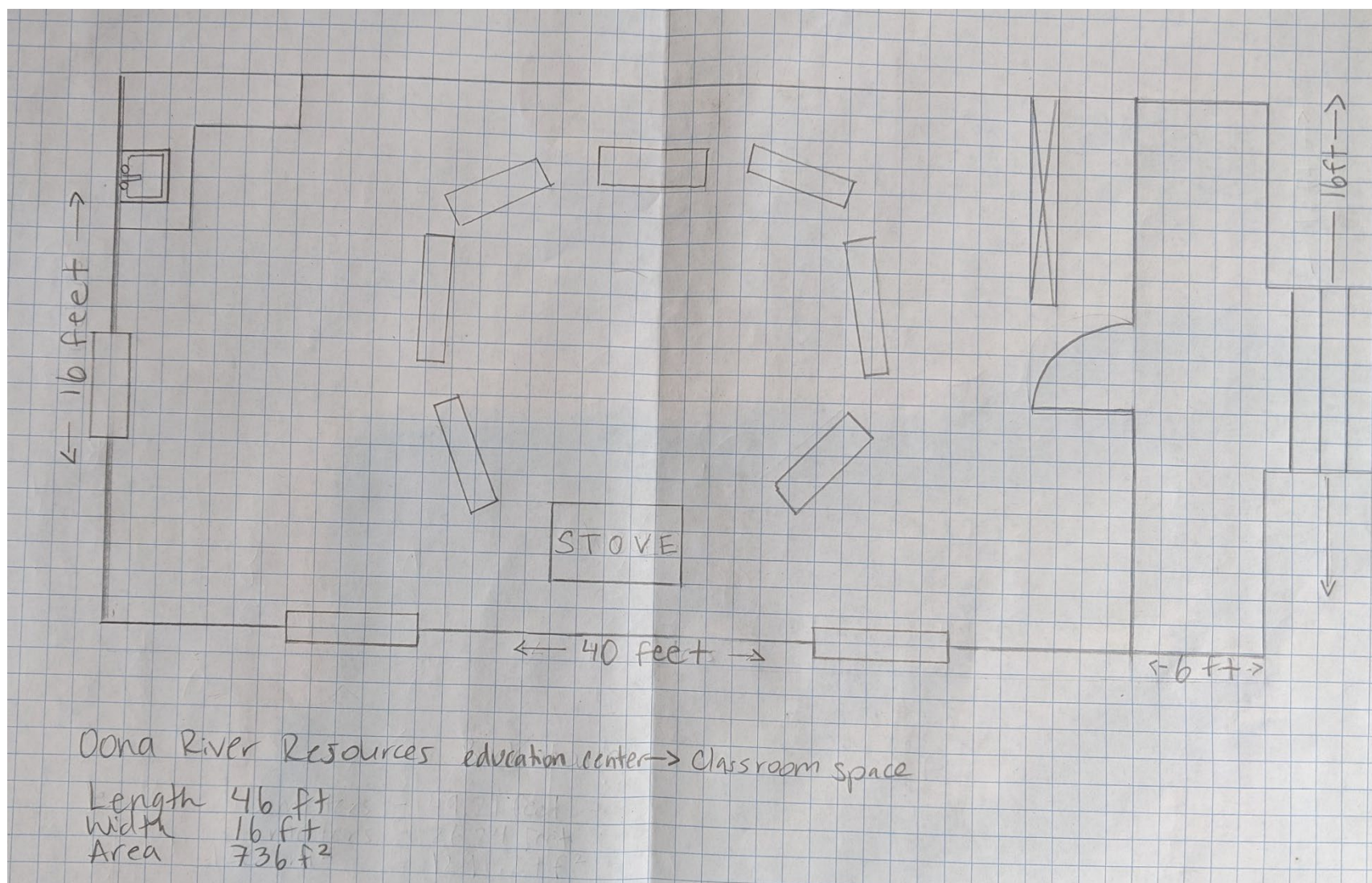
I agree that information provided in this application may be shared with the appropriate regional advisory committee(s), board of directors, Northern Development staff, and consultants.

Name (organization signing authority): ★ Please type name.	Position/title:	Date:

## 19. Submitting Your Application

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

Email: [info@northernddevelopment.bc.ca](mailto:info@northernddevelopment.bc.ca)





## **Staff Report**

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**Date:**           **October 18<sup>th</sup>, 2019**

**To:**             **Electoral Area Advisory Committee**

**From:**       **D. Fish, Chief Administrative Officer**

**Subject:**    **Northern Capital and Planning Grant (“NCPG”) Allocation**

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### **RECOMMENDATION:**

**THAT the Staff Report entitled “Northern Capital and Planning Grant (“NCPG”) Allocation” dated October 18, 2019 be received;**

**AND THAT the Board choose a funding model for allocation of the NCPG funding between Regional and Local Priorities;**

**AND THAT the Board allocate NCPG funding between the various Regional District services to be contributed to reserves.**

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### **BACKGROUND:**

In April 2019, the North Coast Regional District (“NCRD”) received \$1.712 million from the Province of BC as part of the Northern Capital and Planning Grant (“NCPG”).

At the June 22, 2019 Committee of the Whole meeting, the Board directed staff to request clarification from the Provincial government regarding the NCPG funding and the allocation between electoral areas (EA) and regional priorities. On July 17, 2019 staff presented the report entitled “Northern Capital and Planning Grant (“NCPG”)

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Allocation Models”. On September 25, 2019, the Electoral Area Advisory Committee (“EAAC”) directed staff to prepare an additional funding model for discussion, to include \$400K for regional priorities, \$100K base for each EA and the remaining \$912K to be allocated based on population (using the 2016 census figures).

## **DISCUSSION:**

The NCRD Board has identified various regional services as possible recipients of the NCPG funding. These Bylaws for service establishment and reserve funds are in progress or have passed third reading and been approved by the Inspector of Municipalities. At the September 20, 2019 meeting, the Board adopted the Electoral Area “E” Parks and Trails service establishing bylaw. A corresponding reserve fund bylaw is being brought forward by staff for consideration at the October 18 meeting.

The NCPG grant must be fully allocated to the specific service reserve funds by December 31, 2019 and staff need time to arrange the allocations.

## **EAAC PROPOSED FUNDING MODEL:**

<b>Electoral Area</b>	<b>Population</b>	<b>Prorated %</b>	<b>Prorated funding</b>	<b>Base Amount</b>	<b>Total</b>
A	41	4.15%	\$ 37,846	\$ 100,000	\$ 137,846
C	68	6.88%	\$ 62,769	\$ 100,000	\$ 162,769
D	539	54.56%	\$ 497,539	\$ 100,000	\$ 597,539
E	340	34.41%	\$ 313,846	\$ 100,000	\$ 413,846
<b>Total</b>	<b>988</b>	<b>100%</b>	<b>\$ 912,000</b>	<b>\$ 400,000</b>	<b>\$ 1,312,000</b>

Under this model, assuming Staff’s previous recommendation of allocating funds toward landfill closure and regional recycling depot capital upgrade costs are supported, \$200,000 would be allocated toward the island solid waste reserve and \$200,000 would be allocated toward the mainland recycling reserve for a total of \$400,000 allocated toward regional priorities.

## REGIONAL PRIORITIES:

At the Regular meeting held August 24, 2019, the Board of the NCRD adopted its 2019-2022 strategic plan with the following capital and planning priorities identified in order of priority:

1. Solid Waste Management Plan
2. Trails Strategy
3. NCRD Building
4. Regional Housing Strategy
5. Asset Management Plan
6. Electoral Areas Land Use Plans
7. Renewable Energy Strategy
8. Wildfire Protection Plan
9. Regional Attraction Strategy
10. Regional Water Supply Plan
11. Integrated Emergency Management Plans
12. Recreation Facilities Plan

Given staff's recommendations, the proposed EAAC funding model, and the recently adopted strategic plan; the EAAC and the Board may wish to consider the following funding allocations:

Proposed Regional Allocations		
Service	Project	Allocation
Mainland Recycling	Capital Upgrades – Depot Roof Repair	\$200,000
Island Solid Waste	ISW Landfill Closure Costs	\$200,000
<b>Total Priorities:</b>		<b>\$400,000</b>

Proposed Electoral Area A Allocations		
Service	Project	Allocation
Emergency Planning	Area 'A' Emergency Plan Update	\$20,000
Land Use Planning	OCP Development	\$10,000
Recreation 'A'	Trail Strategy Plan (Contribution)	\$4,300
Recreation 'A'	Recreation Facilities Plan (Contribution)	\$5,200
Regional Solid Waste	Solid Waste Management Plan (Contribution)	\$8,600
Administration	NCRD Building (Contribution)	\$85,600

Proposed Electoral Area A Allocations		
Service	Project	Allocation
<i>Administration</i>	<i>AAP Cost</i>	<i>\$2,580</i>

**Total Priorities:** **\$136,280**  
**Remaining Funds:** **\$1,566**

Proposed Electoral Area C Allocations		
Service	Project	Allocation
Emergency Planning	Area 'C' Emergency Plan Update	\$20,000
Land Use Planning	OCP Development	\$10,000
Mainland Recycling	Community Seacan	\$12,000
Recreation 'C'	Trail Strategy Plan (Contribution)	\$2,700
Recreation 'C'	Recreation Facilities Plan (Contribution)	\$3,200
Regional Solid Waste	Solid Waste Management Plan (Contribution)	\$5,300
Administration	NCRD Building (Contribution)	\$52,200
<i>Administration</i>	<i>AAP Cost</i>	<i>\$2,580</i>
<i>Administration</i>	<i>Assent Voting Cost</i>	<i>\$4,350</i>

**Total Priorities:** **\$112,330**  
**Remaining Funds:** **\$50,440**

Proposed Electoral Area D Allocations		
Service	Project	Allocation
Emergency Planning D	Area 'D' Emergency Plan Update	\$20,000
Emergency Planning D	Area 'D' Emergency Evacuation Capital	\$40,000
Parks & Trails 'D'	Trail Strategy Plan (Contribution)	\$10,700
Parks & Trails 'D'	Parks and Trails Future Capital	\$50,000
Tlell Fire	Tlell Fire Department Capital	\$25,000
HG Recreation	Recreation Facilities Plan (Contribution)	\$12,800
Regional Solid Waste	Solid Waste Management Plan (Contribution)	\$21,300
Administration	NCRD Building (Contribution)	\$213,000
<i>Administration</i>	<i>AAP Cost</i>	<i>\$815</i>

**Total Priorities:** **\$393,615**  
**Remaining Funds:** **\$203,294**

Proposed Electoral Area E Allocations		
Service	Project	Allocation
Emergency Planning	Area 'E' Emergency Plan	\$25,000
Parks & Trails 'E'	Trail Strategy Plan (Contribution)	\$1,900
Parks & Trails 'E'	Parks and Trails Future Capital	\$50,000
Sandspit Community Hall	Community Hall Future Capital	\$50,000
Sandspit Fire	Sandspit Fire Department Capital	\$25,000
Sandspit Water	Sandspit Water System Asset Management Plan	\$80,000
Sandspit Water	Sandspit Water Future Capital	\$50,000
HG Recreation	Recreation Facilities Plan (Contribution)	\$2,300
Regional Solid Waste	Solid Waste Management Plan (Contribution)	\$3,800
Administration	NCRD Building (Contribution)	\$38,200
<b>Total Priorities:</b>		<b>\$326,200</b>
<b>Remaining Funds:</b>		<b>\$187,646</b>

Contributions toward regional projects have been based on each electoral area's population as a percentage of the total regional district population (FN populations included) with the following anticipated costs of development:

Project	Cost	Contribution Recovery
Trail Strategy Plan	\$100,000	\$19,600
Recreation Facilities Plan	\$120,000	\$23,500
Solid Waste Management Plan	\$200,000	\$39,000
Administration Building	\$2,000,000	\$389,000

This model is a funding formula based on a \$100,000 funding allocation and additional funding based on population as proposed by the EAAC. Staff has also indicated specific allocations for this model based on the Board's recently adopted strategic plan. Additional allocations or models may be brought forward by the board for consideration. Allocations must be made by the December 13<sup>th</sup>, 2019 meeting in order to meet our grant reporting requirements.

**RECOMMENDATION:**

Given the formula presented by the EAAC and strategic priorities identified by the Board, Staff is seeking further direction with respect to allocations of the NCPG funds to be contributed toward reserves prior to December 31, 2019.