



**NORTH COAST REGIONAL DISTRICT
COMMITTEE OF THE WHOLE MEETING AGENDA**
Held at 344 2nd Avenue West, Prince Rupert, B.C.
On Saturday, November 16th, 2019 at 10:00 a.m.

1. CALL TO ORDER

2. CONSIDERATION OF AGENDA (additions/deletions)

3. MINUTES & BUSINESS ARISING FROM MINUTES

None.	---
-------	-----

4. DELEGATIONS

None.	---
-------	-----

5. CORRESPONDENCE

None.	---
-------	-----

6. REPORTS / RESOLUTIONS

None.	---
-------	-----

7. NEW BUSINESS

None.	---
-------	-----

8. OLD BUSINESS

8.1 D. Fish, Chief Administrative Officer – Northern Capital and Planning Grant Allocation	Pg 1-6
--	--------

9. PUBLIC INPUT

10. IN-CAMERA

None.	---
-------	-----

11. ADJOURNMENT



Staff Report

Date: November 15th, 2019

To: North Coast Regional District Board

From: D. Fish, Chief Administrative Officer

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

RECOMMENDATION:

THAT the Staff Report entitled “Northern Capital and Planning Grant (“NCPG”) Allocation” dated November 15, 2019 be received;

AND THAT the Board direct staff to prepare a report to the Board for its December 13, 2019 Regular meeting to confirm Northern Capital Planning Grant funding allocations to the various North Coast Regional District service capital and planning reserves;

AND FURTHER THAT an amended 2019-2023 Financial Plan be brought forward to the December 13, 2019 Regular meeting for Board consideration.

PURPOSE:

To bring forward recommended Northern Capital and Planning Grant (NCPG) funding allocations from the Electoral Area Advisory Committee (EAAC) to the Board of the North Coast Regional District (NCRD).

BACKGROUND:

In April 2019, the NCRD received \$1.712 million from the Province of BC as part of the NCPG program.

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”) Allocation Models”. At that time, the Board was supportive of allocating \$200,000 toward capital and planning for islands solid waste landfill closure costs and \$200,000 toward capital and planning for regional recycling depot roof repairs. Additionally, the Board initiated several processes to establish new services.

The public approval processes that were initiated as a result of potentially allocating NCPG funds toward a proposed service are now complete. Accordingly, allocations toward capital and planning reserves for the following services may be made:

- Electoral Area E Parks and Trails;
- Electoral Area D Parks and Trails;
- Mainland Recreation Area A; and
- Mainland Recreation Area C.

Conversely, the assent voting that was held to establish a proposed Oona River Community Hall service was not successful. As such, funds may not be allocated toward a capital and planning reserve fund established for those purposes.

On September 20, 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) to each of the EAs, as follows:

Electoral Area	Population	Prorated %	Prorated funding	Base Amount	Total
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
Total	988	100%	\$ 912,000	\$ 400,000	\$ 1,312,000

Subsequently, at its Regular meeting held September 20, 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

On October 18, 2019, the EAAC reviewed and agreed upon the above funding formula. The EAAC was also presented with proposed allocations toward regional priorities consistent with the Board of the NCRD’s 2019-2022 strategic plan. Each EA director worked with Staff to identify allocations toward projects specific to their communities and the regional organization.

At its meeting held November 7, 2019, the EAAC recommended allocations of the NCPG toward various capital and planning reserves for each service.

DISCUSSION:

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.

Following identification of an equitable funding formula for each EA, the EA has recommended the following allocation of funds:

Proposed NCRD NCPG Allocations

Service	Allocation
*Electoral Area Administration	\$302,800
Island Solid Waste	\$240,000
Mainland Recycling	\$212,000
Parks and Trails E	\$187,500
Emergency Planning D	\$137,749
Parks and Trails D	\$125,700
Sandspit Water	\$100,000
Sandspit Comm Hall	\$80,000
Tlell Fire	\$65,275
Mainland Recreation C	\$56,339
Regional Solid Waste	\$46,246
Haida Gwaii Recreation	\$40,000
Emergency Planning A & C	\$40,000
Land Use Planning	\$30,000
Sandspit Fire	\$20,000
Emergency Planning E	\$20,000
Mainland Recreation A	\$11,066
General Administration	\$7,000
<i>AAP & Assent Costs</i>	<i>\$10,325</i>
Total Priorities:	\$1,732,000

** includes allocation of ~\$20,000 in interest revenue earned on unallocated NCPG funds throughout 2019.*

Allocations toward regional projects versus local area projects have been summarized in the tables below:

Proposed Regional Allocations

Service	Project	Allocation
EA Administration	NCRD Administration Building	\$302,800
Mainland Recycling	Capital Upgrades – Depot Roof Repair	\$200,000
Island Solid Waste	ISW Landfill Closure Costs	\$200,000
Regional Solid Waste	Solid Waste Management Plan	\$46,246
HG Recreation	Recreation Facilities Plan & Future Capital	\$40,000
Island Solid Waste	ISW Future Capital Purchase	\$40,000
Gen. Admin	Renewable Energy Strategy Development	\$7,000
Total Priorities:		\$836,046

Proposed Electoral Area A Allocations

Service	Project	Allocation
EP A & C	Area 'A' Emergency Plan Update	\$20,000
Land Use Planning	Area 'A' & 'C' OCP Development	\$10,000
Recreation 'A'	Recreation Facilities Plan (Contribution)	\$6,766
Recreation 'A'	Trails Strategy Plan (Contribution)	\$4,300
Total Priorities:		\$41,066

Proposed Electoral Area C Allocations

Service	Project	Allocation
EP A & C	Area 'C' Emergency Plan Update	\$20,000
Land Use Planning	Area 'A' & 'C' OCP Development	\$10,000
Mainland Recycling	Oona River Community Seacan	\$12,000
Recreation 'C'	Recreation Facilities Plan (Contribution)	\$3,200
Recreation 'C'	Trails Strategy Plan (Contribution)	\$2,700
Recreation 'C'	Area C Recreation Capital & Planning	\$50,439
Total Priorities:		\$98,339

Proposed Electoral Area D Allocations

Service	Project	Allocation
Emergency Planning D	Area 'D' EP Update & Future Capital	\$137,749
Parks & Trails 'D'	Trail Strategy Plan & Future Capital	\$125,700
Tlell Fire	Tlell Fire Department Capital	\$65,275
Land Use Planning	Electoral Area "D" OCP Updates	\$10,000
Total Priorities:		\$338,724

Proposed Electoral Area E Allocations

Service	Project	Allocation
Parks & Trails 'E'	Trail Strategy Plan & Future Capital	\$187,500
Sandspit Water	Asset Management & Future Capital	\$100,000
Sandspit Comm Hall	Community Hall Renovations	\$80,000
Sandspit Fire	SVFD Capital	\$20,000
Emergency Planning E	Area 'E' EP Update & Future Capital	\$20,000
Total Priorities:		\$407,500

Staff is of the belief that these allocations recommended by the EAAC are consistent with overall organizational priorities and priorities identified in each of the local areas.

RECOMMENDATION:

Staff is recommending that the allocations be approved by the Board of the NCRD. Following approval, staff will bring forward a final report with recommended resolutions to confirm allocation of the NCPG to various capital and planning reserves established for the identified services and a subsequent financial plan amendment bylaw to the Regular meeting scheduled for December 13, 2019.