



**RURAL DIRECTORS COMMITTEE  
AGENDA**

**Thursday, May 3, 2018**

**PAGE NO.**

**ACTION**

**AGENDA- May 3, 2018**

**Approve**

**Supplementary Agenda**

**Receive**

**MINUTES**

**3-5**

**Rural Directors Committee Meeting Minutes  
- April 5, 2018**

**Receive**

**REPORTS**

**6-11**

**Cheryl Anderson, Manager of Administrative  
Services – Lakes District 4-H Senior Council  
- Request for Grant in Aid – Electoral Area “B”  
(Burns Lake Rural)**

**Recommendation  
(Page 6)**

**12-17**

**Cheryl Anderson, Manager of Administrative  
Services – Fort St. James Secondary School  
Grant in Aid – Electoral Area “C” (Fort St. James  
Rural)**

**Recommendation  
(Page 12)**

**18-22**

**Cheryl Anderson, Manager of Administrative  
Services – Royal Canadian Legion Branch 274  
- Request for Grant in Aid – Electoral Area “D”  
(Fraser Lake Rural)**

**Recommendation  
(Page 18)**

**23-26**

**Cheryl Anderson, Manager of Administrative  
Services – Fraser Lake Elementary-Secondary  
School - Request for Grant in Aid – Electoral Area  
“D” (Fraser Lake Rural)**

**Recommendation  
(Page 23)**

**27-30**

**Cheryl Anderson, Manager of Administrative  
Services – Nechako Valley Sporting Association  
(Nechako Nordic Cross Country Ski Club)  
- Request for Grant in Aid – Electoral Area F”  
(Vanderhoof Rural)**

**Recommendation  
(Page 27)**

**31-34**

**Cheryl Anderson, Manager of Administrative  
Services – Vanderhoof International Airshow  
Society – Request for Grant in Aid – Electoral  
Area “F” (Vanderhoof Rural)**

**Recommendation  
(Page 31)**

<u>PAGE NO.</u>	<u>REPORTS (CONT'D)</u>	<u>ACTION</u>
35-40	<b>Cheryl Anderson, Manager of Administrative Services – Burns Lake Youth Soccer Association - Request for Grant in Aid – Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural)</b>	<b>Recommendation (Page 35)</b>
41-47	<b>Cheryl Anderson, Manager of Administrative Services Nechako Watershed Roundtable – Request for Grant in Aid – Electoral Areas “B” (Burns Lake Rural), “C” (Fort St. James Rural), “D” (Fraser Lake Rural), “E” (Francois/Ootsa Lake Rural), “F”(Vanderhoof Rural)</b>	<b>Recommendation (Page 41)</b>
48-49	<b>Kristi Rensby, Finance/Administration Coordinator – Electoral Area Allocations of Federal Gas Tax Funds – First Quarter 2018</b>	<b>Receive</b>
50-85	<b>Cheryl Anderson, Manager of Administrative Services – RDBN Grant in Aid Policy</b>	<b>Discussion/Receive</b>

**CORRESPONDENCE**

86-99	<b>Nechako Watershed Roundtable Co-Chair &amp; Secretariat Briefing Note</b>	<b>Receive</b>
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**SUPPLEMENTARY AGENDA**

**NEW BUSINESS**

**ADJOURNMENT**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****RURAL DIRECTORS COMMITTEE MEETING****Thursday, April 5, 2018**

**PRESENT:** Acting Chair Mark Parker

Directors Mark Fisher  
Tom Greenaway  
Rob Newell  
Jerry Petersen

Directors Absent Eileen Benedict, Electoral Area "E" (Francois/Ootsa Lake Rural)  
Bill Miller, Electoral Area "B" (Burns Lake Rural)

Alternate Director Tom Shelford, Electoral Area "E" (Francois/Ootsa Lake Rural)

Staff Cheryl Anderson, Manager of Administrative Services  
John Illes, Chief Financial Officer  
Wendy Wainwright, Executive Assistant

Others Linda McGuire, Mayor, Village of Granisle  
Darcy Reppen, Mayor, Village of Telkwa – left at 1:29 p.m.

**CALL TO ORDER**

Acting Chair Parker called the meeting to order at 1:26 p.m.

**AGENDA**Moved by Director Greenaway  
Seconded by Alternate Director Shelford**RDC.2018-3-1**

"That the Rural Directors Committee Agenda for April 5, 2018 be approved."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****MINUTES****Rural Directors Committee  
Meeting Minutes  
-March 8, 2018**Moved by Director Greenaway  
Seconded by Director Newell**RDC.2018-3-2**

"That the minutes of the Rural Directors Committee meeting of March 8, 2018 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**REPORTS**

Smithers Farmers Institute  
- Request for Grant in Aid  
- Electoral Area "A"  
(Smithers Rural)

Moved by Director Fisher  
Seconded by Director Newell

RDC.2018-3-3

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Smithers Farmers Institute be given \$1,080 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with the "Smithers Farmers' Institute Northern Agricultural Gala 2018: Food for Thought and two complimentary tickets for one youth and one First Nation attendee."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Stuart Lake Outreach Group  
Society- Request for Grant in  
Aid - Electoral Area "C"  
(Fort St. James Rural)

Moved by Director Greenaway  
Seconded by Director Petersen

RDC.2018-3-4

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Stuart Lake Outreach Group Society be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with its food bank and lunch program."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fort St. James Secondary  
School- Request for Grant in  
Aid- Electoral Area "C"  
(Fort St. James Rural)

Moved by Director Greenaway  
Seconded by Director Petersen

RDC.2018-3-5

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort St. James Secondary School be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for a Grade 12 Scholarship."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fort St. James Taekwondo  
Society- Request for Grant in  
Aid- Electoral Area "C"  
(Fort St. James Rural)

Moved by Director Greenaway  
Seconded by Director Petersen

RDC.2018-3-6

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort St. James Secondary School be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with students competing at the ITF World Cup, Australia in September, 2018."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Granisle T.V. Society  
- Request for Grant in Aid  
- Electoral Area "G"  
(Houston Rural)

Moved by Director Newell  
Seconded by Director Greenaway

RDC.2018-3-7

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Granisle T.V. Society be given \$2,000 grant in aid monies from Electoral Area "G" (Houston Rural) for costs associated with maintenance."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**NEW BUSINESS**

Minerals North - Houston  
-Mine Rescue Course

Director Newell mentioned that Minerals North Houston is having a Mine Rescue course that he would like to sponsor five school students from Houston to attend. Discussion took place regarding the use of grant in aid to sponsor the students to attend the course. Director Newell will follow-up with the schools and provide information to staff.

**ADJOURNMENT**

Moved by Director Petersen  
Seconded by Director Greenaway

RDC.2018-3-8

"That the meeting be adjourned at 1:35 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Mark Parker, Acting Chair

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Wendy Wainwright, Executive Assistant

6



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

**TO: Chair Benedict and Rural Directors Committee**

**FROM: Cheryl Anderson  
Manager of Administrative Services**

**DATE: April 23, 2018**

**SUBJECT: Lakes District 4-H Senior Council – Request for Grant in Aid –  
Electoral Area “B” (Burns Lake Rural)**

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Attached is a request for Grant in Aid monies from the Lakes District 4-H Council.

The Council is requesting \$450 from Electoral Area “B” (Burns Lake Rural) grant in aid monies for costs associated with a 4-H Family Day and Camp.

Director Miller has indicated his support of this application.

**RECOMMENDATION: (All/Directors/Majority)**

**“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Lakes District 4-H Senior Council be given \$450 grant in aid monies from Electoral Area “B” (Burns Lake Rural) for costs associated with a 4-H Family Day and Camp.”**

REGIONAL DISTRICT OF BULKLEY-NECHAKO  
ELECTORAL AREA REQUEST FOR GRANT IN AID  
APPLICATION

APPLICATION SUBMITTED BY:

Applicant Name: Lakes District 4-H Senior Council

Mailing Address: 23001 Tatalrose Rd. Burns Lake, BC V0J 1E4 Canada

E-mail Address: lambertkatrina9@gmail.com

Contact(s): Katrina Lambert, 250-694-3811

**Name, Telephone/Fax Number**

Deanna Lambert, 250-692-0345 or 250-694-3811

**Name, Telephone/Fax Number**

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APPLICATION SUMMARY

Project or purpose for which you require assistance: 4-H Junior Leadership Project -

This is a 4-H Family Day and Camp. The money will be used for the dinner, breakfast, and lunch as well as supplies.

Amount of Grant Requested \$ 450

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

KML

Deanna Lambert

(signature of authorized signatory)

(title)

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Amount Approved: \_\_\_\_\_

Date: \_\_\_\_\_

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Signature of Electoral Area Director

### APPLICANT PROFILE

1. Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency?

The Lakes District 4-H Council provides opportunities to youth to learn about animals and/or leadership.

The organization is available for any youth between the ages of 6-19 and we allow others to join us for activities.

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2. Describe the geographic area that receives services or benefits from your organization.

The Lakes District 4-H Senior Council provides services to areas including the Southside, Burns Lake, and surrounding area.

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3. Is your organization voluntary and non-profit?  YES  NO

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

Our organizations is non-profit. No leaders, parents, members, or volunteers get paid for their work.

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Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.

We have been running successfully for 6 years in the Lakes District. We currently have approximately 38 members and 12 leaders.

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### PROJECT/PROPOSAL PROFILE

1. Assistance is being requested for:

- capital project and/or equipment
- special event
- other purpose ( \_\_\_\_\_ )

2. Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details or your request here. Attach additional information if required.

I am requesting assistance for my 2018 4-H junior leadership project, which is Family Day on May 26th, 2018. It will be hosted at the Eagle Creek Recreational Grounds and I have invited 4-H members, families, and interested members of the public from Burns Lake, Southside, Vanderhoof, Smithers, and Terrace.

The money requested will be used to provide lunch during family day as well as breakfast and dinner for the Lakes District 4-H Camp hosted by Taylor Lutick for her Junior Leadership Project on May 25-26th at the Eagle Creek Recreational Grounds.

If there is any extra money after found has been purchased, I will use it to purchase door prizes and supplies needed for the event.

3. Describe how this proposal will benefit the community.

This will benefit the community by giving them opportunities to come see what 4-H is about and what we do as an organization.

It will also teach the current 4-H members more about the 4-H program and encourage them to take other projects or other activities in future years.

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### Funding and Financial Information

1. Attach supporting financial information, ie., budget/financial report. Ensure the following information is clearly itemized:
  - Total cost of project/proposal;
  - Grants/funding from other sources;
  - Funding contributed by applicant through funding raising activities or other sources of revenue;
  - Total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.
  
2. Have you applied for a grant/funding from other source(s)?  
 YES     NO

If yes, complete the following chart. If not, please comment.

Name of Grant or Funding Agency	\$ Amount Applied for	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
Lakes Distict 4-H Senior Council	\$500	Y		
BC 4-H Provincial Council	In Kind	Y		

3. Have you received assistance (grant in aid/waiving of fees , etc.), from the Regional District of Bulkley-Nechako in previous years?

\_\_\_\_\_ YES \_\_\_x\_\_\_ NO If yes, complete the following chart.

Year.	\$ Amount	Purpose for which assistance was used

4. Does your organization:

- a) Offer direct financial assistance to individuals or families? \_\_\_ YES \_\_\_x\_\_\_ NO
- b) Duplicate services that fall within the mandate of either a senior government or a local service agency? \_\_\_ YES \_\_\_x\_\_\_ NO
- c) Provide an opportunity for individuals to make direct contributions? \_\_\_x\_\_\_ YES \_\_\_ NO

OR, is your organization:

- d) Part of a provincial or national fund raising campaign? \_\_\_ YES \_\_\_x\_\_\_ NO

**Don't forget to attach the required financial report.**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEMORANDUM**

**TO: Chair Benedict and Rural Directors Committee**

**FROM: Cheryl Anderson  
Manager of Administrative Services**

**DATE: April 20, 2018**

**SUBJECT: Fort St. James Secondary School – Request for Grant in Aid –  
Electoral Area “C” (Fort St. James Rural)**

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Attached is a request for Grant in Aid monies from the Fort St. James Secondary School.

The Grade 9 class at Fort St. James Secondary School is requesting grant in aid monies from Electoral Area “C” (Fort St. James Rural) for a class trip to Haida Gwaii.

Director Greenaway has indicated that he is supportive of providing \$1,000 grant in aid monies toward this application.

**RECOMMENDATION: (All/Directors/Majority)**

**“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort St. James Secondary School be given \$1,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for a Grade 9 class trip to Haida Gwaii.”**

REC-100-2018  
APR 17 2018  
REGIONAL DISTRICT OF  
BULKLEY-NECHAKO

13

REGIONAL DISTRICT OF BULKLEY-NECHAKO  
ELECTORAL AREA REQUEST FOR GRANT IN AID  
APPLICATION

APPLICATION SUBMITTED BY:

Applicant Name: DEIRDRE HOUGHTON  
Mailing Address: C/O FORT ST. JAMES SECONDARY SCHOOL  
BOX 220  
FORT ST. JAMES, BC V0J 1P0  
E-mail Address: dhoughton@sd91.bc.ca

Contact(s): DEIRDRE HOUGHTON 250 996 7126  
Name, Telephone/Fax Number  
MAIN TEACHERS IN CHARGE { ANDREW VOGELSAUS 250 996 7126  
GARY SOLES 250 996 7126  
Name, Telephone/Fax Number

APPLICATION SUMMARY

Project or purpose for which you require assistance: HELP OFFSET  
COSTS FOR ANNUAL GRADE 9 HAIDA GWAII TRIP

Amount of Grant Requested \$ 2500

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

Craig Houghton  
ms  
(signature of authorized signatory)

(title) Principal FSJSS  
[Signature]

Amount Approved: \_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Electoral Area Director

**APPLICANT PROFILE**

1. Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency?

Grade 9 students at FSJSS have been involved in a variety of fundraising activities in order to raise money for this trip, including: running movie nights every Friday night at the community centre, volunteering at Festival of Trees, bake sales at bingo, and filling sand bags for Petro-Canada, which are then sold to the public.

2. Describe the geographic area that receives services or benefits from your organization.

The geographic area that has access to the services provided by the Grade 9 students, includes: Fort St. James, Tlazt'en Nation, Nak'azdli, Binche. Outline areas that would/do have access include Yekooche and Takla Lake.

3. Is your organization voluntary and non-profit?  YES  NO

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

Does not apply.

Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.

There are 54 grade 9 students, two teachers in charge and some parental support. This is the 4<sup>th</sup> year of this trip.

**PROJECT/PROPOSAL PROFILE**

1. Assistance is being requested for:

- capital project and/or equipment
- special event
- other purpose ( Field trip )

2. Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details or your request here. Attach additional information if required.

Grade 9 students will be embarking on the annual trip to Haida Gwaii in June, 2018. The purpose of this trip is to provide students with an education experience focussing on historical exploration, First Nations cultural recognition, connection to the scientific and global community at large, and communication and team building skills. Money from a grant would be used to help offset costs associated with this trip and accompanying activities.

3. Describe how this proposal will benefit the community.

This trip will provide students with a variety of educational exposures and experiences in addition to further developing teamwork and communication skills. Receiving grant money will help to reduce costs for all students in grade 9 from Fort St. James Secondary School.

### Funding and Financial Information

1. Attach supporting financial information, ie., budget/financial report. Ensure the following information is clearly itemized:

- Total cost of project/proposal;
- Grants/funding from other sources;
- Funding contributed by applicant through funding raising activities or other sources of revenue;
- Total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant/funding from other source(s)?

YES  NO

If yes, complete the following chart. If not, please comment.

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Name of Grant or Funding Agency	\$ Amount Applied for	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
Community Foundations	\$ 2000			<input checked="" type="checkbox"/>



3. Have you received assistance (grant in aid/waiving of fees , etc.), from the Regional District of Bulkley-Nechako in previous years?

\_\_\_\_\_ YES  NO If yes, complete the following chart.

Year:	\$ Amount	Purpose for which assistance was used

4. Does your organization:

a) Offer direct financial assistance to individuals or families? \_\_\_\_\_ YES  NO

b) Duplicate services that fall within the mandate of either a senior government or a local service agency? \_\_\_\_\_ YES  NO

c) Provide an opportunity for individuals to make direct contributions? \_\_\_\_\_ YES  NO

OR, is your organization:

d) Part of a provincial or national fund raising campaign? \_\_\_\_\_ YES  NO

**Don't forget to attach the required financial report.**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEMORANDUM**

**TO:** Chair Benedict and Rural Directors Committee

**FROM:** Cheryl Anderson  
Manager of Administrative Services

**DATE:** April 23, 2018

**SUBJECT:** Royal Canadian Legion Branch 274– Request for Grant in Aid –  
Electoral Area “D” (Fraser Lake Rural)

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Attached is a request for Grant in Aid monies from the Royal Canadian Legion Branch 274.

The Legion is requesting \$2,450.31 from Electoral Area “D” (Fraser Lake Rural) grant in aid monies to build and develop a kitchen garden.

Director Parker has indicated his support of this application subject to confirmed funding for the remainder of the project.

**RECOMMENDATION:** (All/Directors/Majority)

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Royal Canadian Legion Branch 274 be given \$2,450.31 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) subject to confirmed funding for the remainder of the project.”

**Cheryl Anderson**

**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** March 30, 2018 7:13 PM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"  
**Attachments:** 5abeeec5b163a-Grant File.pdf



REGIONAL DISTRICT OF BULKLEY-NECHAKO  
 ELECTORAL AREA GRANT IN AID APPLICATION

APPLICATION SUBMITTED BY:

**Royal Canadian Legion Branch 274**

Mailing Address:  
 Box 211, 165 Chowsunket Street

Email: *cgharder@telus.net*  
 Contact Person: *Cathy Harder, 250-699-1234*

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Our Kitchen Garden*

Amount Requested: **2450.31**

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

**Yes**

\_\_\_\_\_  
 (signature of authorized signatory) (title)

\_\_\_\_\_  
Signature of Electoral Area Director

Amount Approved: \_\_\_\_\_  
 Date: \_\_\_\_\_

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?: **Yes**

Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency?

*"The essence of The Royal Canadian Legion is to serve Veterans and their dependents, to promote Remembrance and to act in the service of Canada and its communities."*

*The Fraser Lake Legion kitchen cooks over 30 supper meals daily (and this number continues to grow), Mon-Fri for a minimal cost to the public. A large portion of the meals go to the community of Stelaten' First Nations and the majority of our customers are seniors or those who are physically handicapped in some way. We are also getting students coming in at lunchtime as we are across the street from our gr 4-12 school. What we cook in our kitchen is always made in the kitchen, from the soup and salad, to our burgers, bread and buns.*

Describe the geographic area that receives services or benefits from your organization.

*We serve the communities of Fort Fraser, Nadleh Whut'en, Fort Fraser, Fraser Lake, Stelat'en, and Endako, as well as the Veterans and their families in all 5 communities as well as those in Vanderhoof. Our goal is to serve our patrons as efficiently as we can so we in turn can serve our communities where and when needed.*

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.:

*There is no remuneration or funds paid to any officer or member of the executive. We have 2 paid kitchen staff and the rest are volunteers.*

Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.:

*We currently have 83 members with several volunteers who are not members but are very active in our organization. We have been in operation in Fraser Lake since about the mid 60s. The exact date is unknown. We have members in Vanderhoof, Fraser Lake, Fort Fraser, Stelat'en and Nautleh Whut'en as well as other parts of BC and Canada.*

## PROJECT PROPOSAL PROFILE

RDBN Assistance Requested:

*capital project and/or equipment*

Other Assistance Requested:

Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details or your request here. Attach additional information if required:

*Our goal is to build and develop the back yard of the Fraser Lake Legion into some raised garden beds and a greenhouse and plant an edible garden that will supply the kitchen with fresh, healthy produce.*

21  
Using locally grown produce and food ensures it is at its freshest and thereby its most nutritious. The fresher it is, the better the taste, as well as being the most nutritious. Also growing it yourself, ensures that organic practices will be followed. We currently have an old fence around the property but due to neglect and age it needs to be replaced for both security and safety reasons.

Describe how this proposal will benefit the community:

We have 2 small grocery stores in town that are very helpful and try their best, but decent produce is usually not available, so we usually have to order from a warehouse 2 hours away and are unable to do a visual check before we buy. Having our own supply that is reliable will make a big difference in quality of food. If there is an overabundance, we can work with our local senior center who has a food distribution center. We will be working with a local horticulturist as well as our local greenhouse to use plants that thrive in our climate and to plant them at the optimum time for their specific growing seasons. At this time there is no local farmer that sells produce in this area. We do have a local Farmers Market but they have very little produce for sale, usually excess from personal gardens now and then and are bought our right away.

## FUNDING AND FINANCIAL INFORMATION

files Submitted:

[5abeec5b163a-Grant File.pdf](#)

Have you applied for a grant/funding from other source(s)?:

Yes

If not, please comment.:

Name of Grant or Funding Agency1:

*Integris Community Fund*

Amount Applied for 1:

*4321.77*

Status of Grant Application1:

*Pending*

Name of Grant or Funding Agency2:

*Imagine Grant Northern Health*

Amount Applied for2:

*4921.08*

Status of Grant Application2:

*Pending*

Name of Grant or Funding Agency3:

Amount Applied for3:

Status of Grant Application3:

Name of Grant or Funding Agency4:

Amount Applied for4:

Status of Grant Application4:

Have you received assistance before from us.

Yes

Year, Amount and Purpose for assistance

*I am not sure as it was several years ago and we have no records of the grant*

Year, Amount and Purpose for assistance

22

Does your organization:

Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either:

a senior government or a local service agency?:

Provide an opportunity for individuals to make direct contributions?:

OR, is your organization: Part of a provincial or national fund raising campaign?:

Yes



**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEMORANDUM**

**TO: Chair Benedict and Rural Directors Committee**

**FROM: Cheryl Anderson  
Manager of Administrative Services**

**DATE: April 23, 2018**

**SUBJECT: Fraser Lake Elementary-Secondary School – Request for Grant  
in Aid – Electoral Area “D” (Fraser Lake Rural)**

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Attached is a request for Grant in Aid monies from the Fraser Lake Elementary-Secondary School.

The School is requesting \$2,000 from Electoral Area “D” (Fraser Lake Rural) grant in aid monies for costs associated with a formal exchange program.

Director Parker has indicated his support of this application.

**RECOMMENDATION: (All/Directors/Majority)**

**“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fraser Lake Elementary-Secondary School be given \$2,000 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for costs associated with a formal exchange program.”**

**Cheryl Anderson**

**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** April 10, 2018 5:52 PM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"  
**Attachments:** 5acd5c1d4b33d-Experiences Canada Nova Scotia Exchange Budget.docx



REGIONAL DISTRICT OF BULKLEY-NECHAKO  
ELECTORAL AREA GRANT IN AID APPLICATION

APPLICATION SUBMITTED BY:

**Fraser Lake Elem-Sec School**

Mailing Address:  
dvanwerkhoven@sd91.bc.ca

Email:

dvanwerkhoven@sd91.bc.ca  
Dave Vanwerkhoven 1-778-210-0777

Contact Person:

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Offset the costs of hosting families from Eastern Canada as they explore our community as part of a formal exchange program.*

Amount Requested:

\$2,000

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

**Yes**

\_\_\_\_\_  
(signature of authorized signatory) (title)

\_\_\_\_\_  
Signature of Electoral Area Director

Amount Approved: \_\_\_\_\_  
Date: \_\_\_\_\_

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?:

Yes



Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency?

*FLESS is participating in a formal exchange program in conjunction with high school French Curriculum. Several of our students have been hosted by a community in Nova Scotia; they have been reciprocally invited to explore Fraser Lake with their families from a tourist's perspective.*

Describe the geographic area that receives services or benefits from your organization.

*Fraser Lake, Fort Fraser, Francois Lake areas.*

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.:

Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.:

*This is a biennial event organized by staff at FLESS but fulfilled by volunteers in the community: housing, meals, transportation, etc., are supplied by Fraser Lakers.*

## PROJECT PROPOSAL PROFILE

RDBN Assistance Requested:

*special event*

Other Assistance Requested:

Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details or your request here. Attach additional information if required:

Describe how this proposal will benefit the community:

*We hope to showcase the natural beauty of the Fraser Lake area with a tourist-based promotional philosophy: exposure to canoeing, hiking, camping, fishing, First Nations, hotels, golf, etc., and, even though we are approaching Spring, a depiction of our winter lifestyle will also be highlighted.*

## FUNDING AND FINANCIAL INFORMATION

files Submitted:

*Sacd5c1d4b33d-Experiences  
Canada Nova Scotia Exchange  
Budget.docx*

Have you applied for a grant/funding from other source(s)?:

*No*

If not, please comment.:

*This is the first year I have been involved with this initiative.*

Name of Grant or Funding Agency1:  
Amount Applied for 1:  
Status of Grant Application1:

*Fundraising/bake sales  
\$800  
Approved*

Name of Grant or Funding Agency2:  
Amount Applied for2:  
Status of Grant Application2:

*Participants/Parents  
\$3,300  
Approved*

Name of Grant or Funding Agency3:  
Amount Applied for3:  
Status of Grant Application3:

*FLESS  
\$4,000  
Approved*

Name of Grant or Funding Agency4:  
Amount Applied for4:  
Status of Grant Application4:

Have you received assistance before from us.

*No*

Year, Amount and Purpose for assistance  
Year, Amount and Purpose for assistance

Does your organization:

Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either:  
a senior government or a local service agency?:

Provide an opportunity for individuals to make direct contributions?:

OR, is your organization: Part of a provincial or national fund raising campaign?: **Yes**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEMORANDUM**

**TO: Chair Benedict and Rural Directors Committee**

**FROM: Cheryl Anderson  
Manager of Administrative Services**

**DATE: April 23, 2018**

**SUBJECT: Nechako Valley Sporting Association (Nechako Nordic Cross Country Ski Club) – Request for Grant in Aid – Electoral Area “F” (Vanderhoof Rural)**

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Attached is a request for Grant in Aid monies from the Nechako Valley Sporting Association (Nechako Nordic Cross Country Ski Club).

The Association is requesting \$5,440.96 grant in aid monies from Electoral Area “F” (Vanderhoof Rural) to purchase ski equipment for its Ski S’Kool.

Director Petersen has indicated that he is supportive of the application.

**RECOMMENDATION: (All/Directors/Majority)**

**“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Nechako Valley Sporting Association (Nechako Nordic Cross Country Ski Club) be given \$5,440.96 grant in aid monies from Electoral Area “F” (Vanderhoof Rural) for the purchase of ski equipment for its Ski S’Kool.”**

**GRANT-IN-AID APPLICATION TO THE  
REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**Organization:** Nechako Valley Sporting Association (Nechako Nordic Cross Country Ski Club)  
**Mailing Address:** PO Box 1077, Vanderhoof, BC V0J 3A0  
**Email:** [bur9000@telus.net](mailto:bur9000@telus.net)  
**Contact:** Richard D. Burkholder, Chairman, Ski Section  
 250-567-9000

**SECTION 2 APPLICATION SUMMARY**

**Project of purpose for which you require assistance:** To purchase needed ski equipment for the Ski S'Kool

**Amount of grant requested:** \$5,440.96

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking. **YES**

**SECTION 3 APPLICANT PROFILE**

**Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency?**

The Nechako Nordics Cross Country Ski Club is a member of the Nechako Valley Sporting Association. The club has been active for more than 30 years and has produced both elite athletes and many more recreational skiers. In 2017, the club initiated a Ski S'Kool Program for students in grades 2, 3 and 4 to introduce them to cross country skiing and to provide them with introductory lessons.

No other agency or organization in the area provides these services.

**Describe the geographic area that receives services or benefits from your organization.**

Vanderhoof and area.

**Is your organization voluntary and non-profit?** YES

**Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization. n/a**

**Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.**

The club has been active for more than 30 years. It currently has over 300 members.

#### **SECTION 4 PROJECT/PROPOSAL PROFILE**

**Assistance is being requested for a**

- Capital project and or equipment
- Special event
- Other purpose

**Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details of your request here. Attach additional information if required.**

Based on the success of the Ski S'Kool Program, it is being expanded in 2019. In 2017, 236 grade 2, 3 & 4 students participated in the program. The additional ski equipment will be used by older students and youth groups in the community such as scouts, girl guides, church youth groups and others who have not been able to participate in the past, as well as our Ski S'Kool helpers. In the past, there has not been sufficient ski equipment for all the Ski S'Kool helpers, some of whom had to try and keep up with the skiers by using snowshoes!

**Describe how this proposal will benefit the community.**

Cross country skiing is an excellent form of exercise. It is well-known and documented that physical activity promotes good health in children and adults, and contributes to the overall health of a community. Children who are introduced to physical activity and sport are often committed to healthier living habits into adulthood. The sport also promotes social engagement and allows participants to connect with nature. From an economic benefit perspective, we know that recreational options are a key consideration when both attracting and retaining residents in a community.

#### **SECTION 5 FUNDING AND FINANCIAL INFORMATION**

**Attach supporting financial information.**

Project budget attached.

Nechako Valley Sporting Association Annual Financial Statement for 2017 attached  
**Have you applied for a grant/funding from other source(s)?**

Yes       No, not for this project.

**Have you received assistance (grant in aid/waiving of fees, etc.) from the  
 Regional District of Bulkley-Nechako in previous years?**    Yes    No

**Does your organization:**

- a) **offer direct financial assistance to individuals or families?**  
 Yes  No
- b) **duplicate services that fall within the mandate of either a senior  
 government or a local service agency?**    Yes  No
- c) **provide an opportunity for individuals to make direct  
 contributions?**    Yes  No

**OR, is your organization:**

- d) **part of a provincial or national fund raising campaign?**    Yes  No

**Other Attachments:**

Letters of Support  
 Quote for ski equipment

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEMORANDUM**

**TO: Chair Benedict and Rural Directors Committee**

**FROM: Cheryl Anderson  
Manager of Administrative Services**

**DATE: April 23, 2018**

**SUBJECT: Vanderhoof International Airshow Society – Request for Grant  
in Aid – Electoral Area “F” (Vanderhoof Rural)**

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Attached is a request for Grant in Aid monies from the Vanderhoof International Airshow Society.

The Society is requesting \$5,000 from Electoral Area “F” (Vanderhoof Rural) grant in aid monies for costs associated with the 2018 Vanderhoof International Airport.

Director Petersen has indicated his support of this application.

**RECOMMENDATION: (All/Directors/Majority)**

**“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Vanderhoof International Airport Society be given \$5,000 grant in aid monies from Electoral Area “F” (Vanderhoof Rural) for costs associated with the 2018 Vanderhoof International Airport.”**

Cheryl Anderson

From: Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
Sent: March 27, 2018 2:16 PM  
To: Cheryl Anderson  
Subject: New submission from "Grant in Aid Application"  
Attachments: Sabab49844b31-2018 budget - Mar 2 2018.pdf



REGIONAL DISTRICT OF BULKLEY-NECHAKO  
ELECTORAL AREA GRANT IN AID APPLICATION

APPLICATION SUBMITTED BY:

**Vanderhoof International Airshow Society**

Mailing Address:  
Box 2054, Vanderhoof, BC, V0J 3A0

Email:

tom.bulmer@cf-sn.ca

Contact Person:

Tom Bulmer, 250-567-8438  
Diana Davis 250-570-3144

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*To present the 2018 edition of the Vanderhoof International Airshow*

Amount Requested:

5,000

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

**Yes**

\_\_\_\_\_  
(signature of authorized signatory)

(title)

\_\_\_\_\_  
Signature of Electoral Area Director

Amount Approved: \_\_\_\_\_

Date: \_\_\_\_\_

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?:

Yes



Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency?

*In 2012 a small group of organizers looked to revitalize and reinvent the Vanderhoof International Airshow. The energy and excitement of the world of aviation is brought to life for residents of Vanderhoof, the Regional District of Bulkley Nechako and beyond. It also bring with it tangible gains to area businesses and service groups. In 2016 our airshow drew well over 4500 spectators for the one day event. Our 2018 show promises to be another stellar affair. And with the addition, in 2018, of the Canadian Forces Military acts (Snowbirds, CF-18 Demonstration team and the Sky Hawks) our numbers will swell.*

Describe the geographic area that receives services or benefits from your organization.

*The regional district of Bulkley Nechako.*

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.:

*There is no remuneration available to our volunteers.*

Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.:

*This show has been going since 2012 and we have between 20 & 30 people working on the show at any given time.*

## **PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*special event*

Other Assistance Requested:

Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details or your request here. Attach additional information if required:

*The Majority of the costs incurred are from; the hiring of the aeronautical acts, accommodation for the performers and aircraft fuel. The Snowbird contingent alone requires accommodation of 58 rooms.*

Describe how this proposal will benefit the community:

*The main benefit to our community besides the economic spin off for our business community is the groups who benefit from the Vanderhoof International Airshow year after year. They include but are not limited to:*

*Nechako Valley Search and Rescue  
Air Cadets  
Vanderhoof Rocky Mountain Rangers  
Vanderhoof Children's Theatre,  
SD91 Music Program,  
YMCA  
Free Masons  
Vanderhoof Menshed  
Vanderhoof Farmer's Market*

**FUNDING AND FINANCIAL INFORMATION**

files Submitted:

*Sabab49844b31-2018 budget -  
Mar 2 2018.pdf*

Have you applied for a grant/funding from other source(s)?:

*Yes*

If not, please comment.:

Name of Grant or Funding Agency1:

Amount Applied for 1:

Status of Grant Application1:

*NDIT Fabulous Festivals and  
Events*

*5000.00*

*Approved*

Name of Grant or Funding Agency2:

Amount Applied for2:

Status of Grant Application2:

Name of Grant or Funding Agency3:

Amount Applied for3:

Status of Grant Application3:

Name of Grant or Funding Agency4:

Amount Applied for4:

Status of Grant Application4:

Have you received assistance before from us.

*No*

Year, Amount and Purpose for assistance

Year, Amount and Purpose for assistance

Does your organization:

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEMORANDUM**

**TO:** Chair Benedict and Rural Directors Committee

**FROM:** Cheryl Anderson  
Manager of Administrative Services

**DATE:** April 25, 2018

**SUBJECT:** Burns Lake Youth Soccer Association – Request for Grant in Aid – Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural)

---

Attached is a request for Grant in Aid monies from the Burns Lake Youth Soccer Association.

The Association is seeking \$2,500 grant in aid monies from Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural) for costs associated with Provincial Tournament expenses.

Directors Benedict and Miller have each indicated their support of \$500 toward this application.

**RECOMMENDATION:** (All/Directors/Majority)

**“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that Burns Lake Youth Soccer Association be given \$500 grant in aid monies from each of Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural) for costs associated with Provincial Tournament expenses.”**

Cheryl Anderson

From: Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
Sent: April 10, 2018 6:41 AM  
To: Cheryl Anderson  
Subject: New submission from "Grant in Aid Application"  
Attachments: 5accbedeb8b0c-2017 Financial Statement.docx



REGIONAL DISTRICT OF BULKLEY-NECHAKO  
ELECTORAL AREA GRANT IN AID APPLICATION

APPLICATION SUBMITTED BY:

**Burns Lake Youth Soccer Association**

Mailing Address:  
20252 Hossack Rd, Burns Lake, Bc, V0J 1E1

Email: burnslakesoccer@gmail.com  
Contact Person: Donna Franz, 250-698-7565

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Burns Lake Soccer U13 Girls Provincial Tournament Expenses*

Amount Requested: \$2500.00

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

**Yes**

\_\_\_\_\_  
(signature of authorized signatory) (title)

\_\_\_\_\_  
Signature of Electoral Area Director

Amount Approved: \_\_\_\_\_  
Date: \_\_\_\_\_

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?: Yes

Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency?

*The BLYSC is pleased to be embarking on our twenty first year of supporting our community through active sport activities. Over the years we have grown to become the largest youth sporting club in the Burns Lake area, with an average of 300 participants each year, ranging in age from 3-18 years old. We have 30 volunteer coaches, and approximately 35 other additional volunteers that keep everything operating smoothly. We also support an adult drop-in league that runs year round, and our coaches are found assisting school related soccer activities through-out the year. We aim to promote not only sport related skill development, team building and fair play, but also provide equal access for our participants to opportunities available outside our district. But our most proud accomplishment is maintaining the inclusiveness of our club. Our soccer program brings together the community in a unique manner, giving parents and players an opportunity to meet, and bringing families and friends closer together.*

*Soccer is a very affordable sport and the club has strived to keep prices economical for families. We do have some children that are economically disadvantaged, so to ensure they are provided the opportunity to play the club sponsors up to 35 kids annually. We now see that some of the players who graduated from our club, are now returning to Burns Lake with young children of their own, that are now participating in our club, or are volunteering as coaches, creating a real soccer community. With the success of our program we continue to strive to provide our participants with a current service that will keep them connected to the rest of the province, which is why we have enabled our participants the opportunity to participate in the BC Soccer Provincial Cup competitions. This is the first time in the history of the entire Nechako Lakes District Soccer Association that a club has entered into this event. BC Soccer is proud to operate Provincial Club Championships for both Youth and Adult teams. These exciting competitions are held annually in various locations and are hosted by local soccer associations. These prestigious competitions offer teams across British Columbia the opportunity to compete against the other top teams from around the province in their age and ability category. This competition also provides opportunity for participants and coaches, to connect with other players, teams and organizations that could build not only meaningful personal relationships but also lead to future opportunities, such as playing on provincial level teams, or offering experience and exposure for post-secondary scholarships.*

Describe the geographic area that receives services or benefits from your organization.

*The BLYSC provides services for the Village of Burns Lake, and all of its surrounding service area. We also have participants included in our program from Topley, Granisle, SouthSide, and extending this year to Fraser Lake.*

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.:

*No funds paid or otherwise made available to members or officers*

Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.:

*The BLYSC has been in operation for twenty years, embarking on its twenty first, and has a current membership of 300 members. We have 30 volunteer coaches and also numerous other volunteer*

members that help with planning and special events. We had over 52 volunteers donate 2122 hours to making our program a success for the 2017 season. Planning and volunteer work occurs not only during the soccer season but year round, in order to continue to make improvements on our current program and investigate new opportunities for our members.

**PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*special event*

Other Assistance Requested:

Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details or your request here. Attach additional information if required:

*Jerseys: \$1200*

*This is a unique set of jerseys specifically required for the BC Provincial Cup competitions. The players will require a complete kit for games including a home and away jersey. These jerseys will be a visual emblem for the Burns Lake Youth Soccer Club and the communities these players represent. Due to competition rules no sponsors are allowed to be represented on the jerseys for these youth competitions. All our other regular teams we have in our club have team sponsors that assist in the financial burden of purchasing jerseys each year, and are able to display club logos. As this team is unable to display sponsor logos we are appealing to this grant to assist with the purchase costs. This unique set of uniforms will be kept and reused by the club for subsequent years.*

*Registration fees for competition-\$500*

*There are additional registration fees associated with participating in the provincial competitions, and we are in need of assistance to ensure we can continue to move forward. This team will be required to travel a lot further distances and families will have to incur additional accommodation and travel expenses. Our goal is to relieve families of the participants of any additional registration fees so as to ensure our program remains affordable for all participants regardless of financial situation.*

*Volunteer Expenses-\$800*

*Our volunteers are what not only make our club possible, but make it a great success year after year. In particular to the expansion to BC Provincial Cup competitions, we are in need of using our most experienced, certified and dedicated coaches in order to compete at this level. These volunteers have taken it upon themselves to complete the necessary training, research the requirements of the competition, and prepare and train selected teams. These volunteers are not necessarily parents of the players, but dedicated community members who wish to see participants excel and have equal access to opportunities other communities can enjoy due to their proximity to larger centers. We wish to support our volunteers and relieve them of the financial burdens that will come with volunteering for our organization. All volunteers will have to incur travel and accommodation expenses in order to continue to support teams as they travel out of district to compete. We feel it will be crucial to support volunteers in this manner in order to retain them and have our program continue to be a success.*

Describe how this proposal will benefit the community: **391**

*The Sport of Soccer has become a staple activity within our community, as we continue to remain with a steady level of interest year after year. With such a solid base of interest we only feel it is our obligation to continue to explore program improvements, and offer more opportunities for participants to reach beyond our District boundaries and connect with the provincial soccer community. The BC Provincial Cup competitions are the next progression for our program. Players in our community were previously limited to only the District level of play. There were no opportunities for successful teams and individuals players to be rewarded for their hard work, dedication, and recognition of their talent, for their sport of choice, until now. Players will now have the opportunity to be a participant in the provincial governed programs thanks to the support of our club and community. Participation in this program could lead players to other opportunities to be a part of elite provincial rep. teams, or exposure to scouting opportunities for furthering their post-secondary education thru scholarship funds.*

*We feel this program will not only offer players a purpose and goal to aspire to but also for volunteer coaches as well. Knowing your hard work can lead to greater aspirations, is great motivation to continue to learn and improve. The more we can continue to support and improve our volunteer coaches the better experience for all our participants.*

*Our goal is to spark interest and inspire other soccer organizations within the Nechako District to get their participants involved, as this is the first expansion into Provincial play any of our clubs have taken. We have already been approached by other clubs with in our district asking questions and wanting to learn how they can get their players involved.*

*We have been receiving positive support from the community and district, with a high interest level to get involved. The club members are excited to see our players and coaches representing our community on the provincial competition level, and are already making plans to expand our program to more teams next year. The Club is proud to support local businesses and makes every attempt to source locally and include local business in our activities.*

*Thru our regular programming thus far we have already seen the players who graduated from our club are now returning to Burns Lake with young children of their own, that are now participating in our club, or are volunteering as coaches, creating a real soccer community.*

**FUNDING AND FINANCIAL INFORMATION**

files Submitted: [5accbedeb8b0c-2017 Financial Statement.docx](#)

Have you applied for a grant/funding from other source(s)?: Yes

If not, please comment.:

Name of Grant or Funding Agency1: *Orica, sponsorship*  
Amount Applied for 1: *500*  
Status of Grant Application1: *Approved*

Name of Grant or Funding Agency2: *Door2Door Construction,*  
Amount Applied for2: *sponsorship*  
Status of Grant Application2: *500*  
*Approved*

40

Name of Grant or Funding Agency3:

Amount Applied for3:

Status of Grant Application3:

*Player registration fees*

165

*Approved*

Name of Grant or Funding Agency4:

Amount Applied for4:

Status of Grant Application4:

Have you received assistance before from us.

*No*

Year, Amount and Purpose for assistance

Year, Amount and Purpose for assistance

Does your organization:

Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either:

a senior government or a local service agency?:

Provide an opportunity for individuals to make direct contributions?:

OR, is your organization: Part of a provincial or national fund raising

campaign?:

**Yes**



**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEMORANDUM**

**TO:** Chair Benedict and Rural Directors Committee

**FROM:** Cheryl Anderson  
Manager of Administrative Services

**DATE:** April 24, 2018

**SUBJECT:** Nechako Watershed Roundtable – Request for Grant in Aid –  
Electoral Areas “B” (Burns Lake Rural), “C” (Fort St. James  
Rural), “D” (Fraser Lake Rural), “E” (Francois/Ootsa Lake  
Rural), “F” (Vanderhoof Rural)

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Attached is a request for Grant in Aid monies from the Nechako Watershed Roundtable for a total of \$8,500, based on \$1,700 each from Electoral Areas “B”, “C”, “D”, “E”, and “F”.

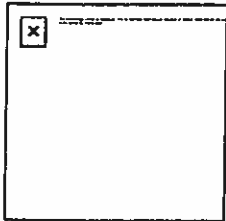
The Directors of Electoral Areas “B”, “C”, “D”, and “F” have confirmed contributions of \$1,700 from each of their grant in aid monies. The Director of Electoral Area “E” has confirmed a contribution of \$1,000.

**RECOMMENDATION:** (All/Directors/Majority)

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Nechako Watershed Roundtable be given \$1,700 grant in aid monies from Electoral Areas “B”, “C”, “D” and “F”, and \$1,000 grant in aid monies from Electoral Area “E”.”

**Cheryl Anderson**

**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** October-03-17 11:19 AM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"  
**Attachments:** 59d3d476d50fd-Strategy Implementation Project Budget-Multi-yearFBC-NWR-June13-2017.xls



REGIONAL DISTRICT OF BULKLEY-NECHAKO  
 ELECTORAL AREA GRANT IN AID APPLICATION

APPLICATION SUBMITTED BY:

***Nechako Watershed Roundtable***

Mailing Address:

207-155 George Street, Prince George,  
 BC, V2L 1P8

Email:  
 Contact Person:

tfresco@fraserbasin.bc.ca  
 Theresa Fresco, 250-612-0252

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Support for the implementation of the Nechako Watershed Strategy, with input from and collaboration with, the BNRD.*

Amount Requested:

*Total of \$8,500, based on \$1700 per each of 5 electoral areas within the Nechako watershed boundary*

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

**Yes**

\_\_\_\_\_  
 (Signature of authorized signatory) (title)

\_\_\_\_\_  
 Signature of Electoral Area Director

Amount Approved: \_\_\_\_\_  
 Date: \_\_\_\_\_

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?:

Yes

Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency?

*Since it was established in 1997, the Fraser Basin Council (FBC) has played a key leadership role in helping resolve conflicts, educating the public about issues such as watershed sustainability and advancing watershed projects throughout the Fraser River Basin including the Bulkley-Nechako Regional District. Since 2013, the FBC has supported the launch and organizational development of the Nechako Watershed Roundtable (NWR), a collaborative initiative aimed at protecting and improving the health of the Nechako watershed for future generations. The NWR aims to engage the diversity of interests in the watershed including federal and provincial agencies, local governments, First Nations, the private sector, academia, agricultural groups and civil society to facilitate collaborative and coordinated solutions for the complex issues facing the watershed. This collaborative governance entity is the only one of its kind in the Nechako providing a vehicle to bring together 26 communities and groups within them (14 First Nations, 7 electoral areas within 2 regional districts and 5 municipalities).*

*In partnership with the Roundtable, the FBC has also produced a Nechako Watershed Health Report (2015), an online interactive Nechako Watershed Health Atlas (2015) and with support from the Bulkley-Nechako Regional District, a Nechako Watershed Strategy (2016) which has identified issues, concerns and proposed actions to better watershed health. The Strategy is an important milestone as it provides a guide to better coordinate stewardship and other efforts through the watershed for more effective delivery and without duplicated effort. In 2018 and beyond, the NWR proposes to identify and implement specific activities to advance watershed health with input and guidance from the RDBN (see section 7 below for more details).*

Describe the geographic area that receives services or benefits from your organization.

*The activities of the Nechako Watershed Roundtable will focus on the Nechako River watershed and its communities including 5 municipalities (Prince George, Vanderhoof, Fort St. James, Fraser Lake, and Burns Lake), Electoral Areas A and C in the Fraser-Fort George Regional District, Electoral Areas B, C, D, E and F in the Bulkley-Nechako Regional District and 14 Carrier First Nations Communities (Lheidli T'enneh, Saik'uz, Stellat'en, Nadleh Whut'en, Ts'il Kaz Koh, Lake Babine, Skin Tyee, Nee Tahi Buhn, Cheslatta, Wet'su'wet'en, Takla Lake, Yekooche, Tl'azt'en and Nak'azdli). The Fraser Basin Council currently provides the coordination, secretariat, and administrative support services for the NWR. The Fraser Basin Council is applying on behalf of the NWR.*

*The wider geographic area that receives services / benefits from the FBC is the province of BC with a focus on the Fraser River Basin, including the regional districts of Fraser-Fort George, Bulkley-Nechako, Squamish-Lillooet, Fraser Valley, Cariboo, Thompson-Nicola, Metro Vancouver and Columbia-Shuswap.*

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.:

*Members of the Nechako Watershed Roundtable participate on a voluntary basis. Some may be paid by their primary employer (e.g. government staff).*

*Some Directors on the Board of the Fraser Basin Council are paid by their primary employers, while others participate on a voluntary basis.*

*Staff of the Fraser Basin Council are paid for implementing projects and providing services.*

Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.:

*The Nechako Watershed Roundtable has an open membership to all entities and citizens within the watershed. The Roundtable is led by a Core Committee, which has a more specific governance structure of 3 local government representatives, 3 First Nations representatives and 4 NGO/civil society representatives. The broader NWR does not have formal membership at this time. It includes a mailing list of 255 individuals. NWR meetings since its inception in October 2015 have typically been attended by 35-60 individuals associated with about 25-30 communities and organizations.*

*The Fraser Basin Council was established in 1997 and has 38 Directors on the Board and 23 staff in five regions of the Fraser Basin.*

**PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*other purpose*

Other Assistance Requested:

*Support the implementation and advancement of the Nechako Watershed Strategy.*

Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details or your request here. Attach additional information if required:

*This request is for \$1700 from each of the following Electoral Areas: B (Burns Lake Rural), C (Fort St. James Rural), D (Fraser Lake Rural), E (Francois Lake / Ootsa Lake), and F (Vanderhoof Rural). The total request is \$8500.*

*This funding will be used to support two key activities in the implementation of the Nechako Watershed Strategy: (a) the engagement of decision-makers, government staff and community champions to explore alignment in mandates, capacities and resources that can support the advancement of the Nechako Watershed Strategy and (b) the development of information, resources and engagement opportunities to build the 'watershed IQ' of residents to support watershed health activities in the region.*

Describe how this proposal will benefit the community:

*Healthy watersheds are an integral part of healthy communities providing a diversity of ecosystem services and functions such as water quality, flood and erosion mitigation, recreational and cultural values, and economic benefits through a sustainable resource economy. However, also aligning with these diverse functions are a number of government agencies, First Nations communities, industry, environmental organizations and academic institutions all responsible for some form of water management or research. In order to better coordinate efforts among these groups and create delivery efficiencies through partnerships, the Nechako Watershed Roundtable provides a necessary coordinating role. It is through this role and the input and guidance provided by communities that the Roundtable proposes to advance watershed health.*

*The Nechako Watershed Strategy is an example of this coordinating and collaborative process. Its primary purpose is to inform and influence decision-making and actions that will protect and enhance the health of the Nechako watershed and the communities that depend on it. Land use planning and development practices are key to watershed health. By raising awareness and knowledge about the state of the watershed; by profiling the diversity of projects and initiatives currently underway; and by promoting additional actions that are needed to improve watershed health; the Strategy aims to improve land use planning, development practices and decision-making across a wide range of scales. For example, local government officials and staff have participated in the Roundtable and Technical Advisory Committee meetings and have provided feedback on the Strategy in relation to local government tools such as Official Community Plans, Riparian Area Regulations, Stormwater Management and other aspects of local government jurisdiction that are related to watershed health. Similarly, provincial agencies with land use planning and decision-making responsibilities were engaged and provided input to the Strategy and continue to participate on and support the Roundtable. As part of the implementation process, representatives from these jurisdictions will be engaged to explore alignment in mandates, capacities and resources that can support the advancement of the Nechako Watershed Strategy.*

*This funding request will involve two key activities: (a) the engagement of decision-makers, government staff and community champions to explore alignment in mandates, capacities and resources that can support the advancement of the Nechako Watershed Strategy and (b) the development of information, resources and engagement opportunities to build the 'watershed IQ' of residents to support watershed health activities in the region.*

#### *Project Context:*

*Over the past three years (2013-2016) the Fraser Basin Council has convened a diversity of decision makers and stakeholders from across the Nechako River Basin in a series of meetings to explore their individual and shared interests in the region. The group formed as the Nechako Watershed Alliance (NWA), an informal affiliation of local governments, First Nations, senior governments, NGOs, academia and individuals all interested in improving the health of the Nechako River watershed. At the February 2015 meeting, the group approved a provisional Terms of Reference and agreed to formalize a roundtable governance structure - the Nechako Watershed Roundtable - to work collaboratively and to use consensus-based decision-making to advance the health of the watershed.*

*In addition to supporting the organizational development and transition from the Nechako Watershed Alliance to the Nechako Watershed Roundtable, the Fraser Basin Council also collaborated with these regional partners to produce a Nechako Watershed Health Report,*

including an online, interactive atlas ([http://www.cmnbc.ca/atlas\\_gallery/nechako-watershed-health-atlas](http://www.cmnbc.ca/atlas_gallery/nechako-watershed-health-atlas)). This project has assembled the best available data on water quality and quantity, fish and wildlife, ecosystems, resource development and resource conservation.

At the February 2015 meeting of the NWA the group reviewed the watershed health indicators – Including the online atlas – and identified a shared interest in developing a strategy to address the findings in the watershed health report and promote priority actions. The Nechako Watershed Strategy was then developed in 2015-16 and engaged and incorporated feedback from communities about issues and concerns within the watershed and identified actions that could address those concerns and improve the health of the Nechako. The Strategy was officially launched in November 2016.

**FUNDING AND FINANCIAL INFORMATION**

files Submitted:

59d3d476d50fd-Strategy Implementation Project Budget-Multi-yearFBC-NWR-June13-2017.xls

Have you applied for a grant/funding from other source(s)?:

Yes

If not, please comment.:

Name of Grant or Funding Agency1:  
Amount Applied for 1:  
Status of Grant Application1:

*Real Estate Foundation of BC  
\$35,000  
Approved*

Name of Grant or Funding Agency2:  
Amount Applied for2:  
Status of Grant Application2:

*Fraser Basin Council  
\$12,550  
Approved*

Name of Grant or Funding Agency3:  
Amount Applied for3:  
Status of Grant Application3:

Name of Grant or Funding Agency4:  
Amount Applied for4:  
Status of Grant Application4:

Have you received assistance before from us.

Yes

Year, Amount and Purpose for assistance

*The Fraser Basin Council is applying on behalf of the Nechako Watershed Roundtable (NWR). The FBC received \$5000 from RDBN in 2015 specifically to help support the NWR, including the official launch event and to help with the*

47

*development of the Nechako Watershed Strategy.*

*The Fraser Basin Council has received an annual contribution of \$5000 from RDBN along with the other 7 regional districts in the Fraser Basin to support overall Council operations as well as the Upper Fraser regional committee, office and staff.*

Year, Amount and Purpose for assistance

Does your organization:

Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either: a senior government or a local service agency?:

Provide an opportunity for individuals to make direct contributions?:

OR, is your organization: Part of a provincial or national fund raising campaign?:



**Regional District of Bulkley-Nechako  
Rural Directors Committee Memorandum  
May 3, 2018**

To: Chair Benedict and Rural Directors  
From: Kristi Rensby, Finance/Administration Coordinator  
Date: April 20, 2018  
Regarding: Electoral Area Allocations of Federal Gas Tax Funds – First Quarter 2018

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The Electoral Area Allocations of the Federal Gas Tax Funds have been updated for the first quarter of 2018 as per the enclosed spreadsheet.

If you have any questions, I would be pleased to discuss them further with you.

<b>RECOMMENDATION:</b>	<b>(All/Directors/Majority)</b>
That the Rural Directors Committee receive the Finance/Administration Coordinator's April 20 <sup>th</sup> memorandum titled "Electoral Area Allocations of Federal Gas Tax Funds – First Quarter 2018".	



Updated as of: March 31, 2018

**Federal Gas Tax Community Works Fund**

**Year: 2018**

Electoral Area	Population	Opening Balance 2018	Interest Earnings	Funds Spent	Funds Committed	Funding Received	YTD Funds Available
A	5,256	1,622,915.66	7,133.46	40,974.63	753,980.53	-	835,093.96
B	1,938	290,300.15	1,276.00	-	10,000.00	-	281,576.15
C	1,415	318,266.18	1,398.93	16,664.68	50,187.25	-	252,813.18
D	1,472	646,127.65	2,840.03	25,896.20	341,500.00	-	281,571.48
E	1,593	261,776.64	1,150.63	-	125,300.00	-	137,627.27
F	3,665	458,154.96	2,013.80	10,642.56	290,753.73	-	158,772.47
G	903	180,071.94	791.50	-	19,003.00	-	161,860.44
	<b>16,242</b>	<b>3,777,613.18</b>	<b>16,604.34</b>	<b>94,178.07</b>	<b>1,590,724.51</b>	<b>-</b>	<b>2,109,314.94</b>

49

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEMORANDUM**

**TO:** Chair Benedict and Rural Directors Committee

**FROM:** Cheryl Anderson  
Manager of Administrative Services

**DATE:** April 24, 2018

**SUBJECT:** RDBN Grant in Aid Policy

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The Rural Directors Committee addressed the RDBN Grant in Aid Policy at its September 7, 2017 meeting.

Subsequently, there has been a request to bring the policy back to the Rural Directors Committee for further discussion.

I have attached the RDBN Grant in Aid policy and application, as well as policies from other regional districts. The relevant sections of the *Local Government Act* are also attached for your reference.

I have sought clarification from the Ministry of Municipal Affairs and Housing in relation to limitations in regard to grant in aid. The only stipulations are that the grant in aid must benefit the community or any aspect of the community and the amount that can be requisitioned must be no more than \$0.10/\$1,000 on the net taxable value of land and improvements in the RD.

It is a part of the RDBN policy (not the *Local Government Act*) that states that grant in aid will not be approved for purposes which, in the Regional Board's opinion, would be appropriately addressed by establishing a Regional District service to either operate an extended or local service or to contribute towards the costs of the service provided by someone else.

**RECOMMENDATION:** (All/Directors/Majority)

**DISCUSSION/RECEIVE**

**Cheryl Anderson**

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**From:** Kerr, Lauren CSCD:EX <Lauren.Kerr@gov.bc.ca>  
**Sent:** September-07-16 3:56 PM  
**To:** Cheryl Anderson  
**Subject:** FW: \*Ag/LK Grant in Aid

Hi Cheryl,

I am not aware of any statutory limitations, similar to what you are describing.

The ability for an RD to grant is found in LGA 263(1)(c) –the general corporate powers section. All it says is that the board has the power: “to provide assistance for the purpose of benefiting the community or any aspect of the community.”

It is possible that you have an internal policy regarding grants-in-aid that is more restrictive.

The only limitation I can think of is in LGA 374 (the financial plan section), which limits the amount of expenditures related to “assistance”, to less than \$.10/\$1,000 on the net taxable value of land and improvements in the RD (but I don’t think this is what you are looking for).

Thanks,

**Lauren Kerr** | Senior Financial Officer  
Local Government | Infrastructure and Finance  
Ministry of Community, Sport and Cultural Development

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**From:** Cheryl Anderson [<mailto:cheryl.anderson@rdbn.bc.ca>]  
**Sent:** Wednesday, September 7, 2016 3:09 PM  
**To:** CSCD LG Governance CSCD:EX  
**Subject:** \*Ag/LK Grant in Aid

Hi Arielle,

Typically, when reviewing past applications for electoral area grant in aid funding, we have declined funding when it is being requested for operations. I have looked at the *Local Government Act*, but I cannot find anywhere that it says we cannot provide grant in aid funding for operations. I suspect this question is going to arise at our Board meeting tomorrow, and I’m wondering if you can provide me with some insight?

Thank you

**Cheryl Anderson**  
Manager of Administrative Services  
Regional District of Bulkley-Nechako  
Phone: (250) 692-3195  
[www.rdbn.bc.ca](http://www.rdbn.bc.ca)



REGIONAL DISTRICT OF BULKLEY-NECHAKO

**ELECTORAL AREA GRANT IN AID APPLICATION  
COMPLETION GUIDE**

**SUBMIT APPLICATIONS TO:**

Regional District of Bulkley-Nechako  
37-3<sup>rd</sup> Avenue  
Burns Lake, B.C. V0J 1E0

**APPLICATIONS MUST BE SUBMITTED ON THE FORM  
PROVIDED.**

**NOTE TO APPLICANTS:**

- **Industrial, commercial, individuals, and business undertakings ARE NOT eligible for assistance under this program;**
- **Please use the attached RDBN Board policies and Application Completion instructions as a guideline and be advised that the Regional Board of the Regional District of Bulkley-Nechako reserves the right to amend the said policies from time to time as it deems appropriate;**
- **Please make sure that your application is clearly legible and will photocopy with good results. Your application should either be typed or completed in black ink.**
- **If you have any questions or require assistance, please contact the Manager of Administrative Services of the Regional District of Bulkley-Nechako at the above address, or:**

**Phone: (250) 692-3195 or toll free at 1-800-320-3339  
Fax: (250) 692-3305 email: [inquiries@rdbn.bc.ca](mailto:inquiries@rdbn.bc.ca)**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

## ELECTORAL AREA GRANT IN AID ASSISTANCE POLICY

### PURPOSE

To provide grants to community groups. Non-profit registered societies, organizations, Recreation Commissions, for cultural, charitable, sporting, recreational, service activities and special events for the purpose of benefiting the community.

### APPLICATION

This policy shall apply to all electoral area grant in aid requests being considered for funding from the individual Grants-In-Aid budgets.

### AUTHORITY

*- now 263(1)(c)*  
**LOCAL GOVERNMENT ACT (Sec. 176(1)(c): the Regional District may provide assistance for the purpose of benefiting the community.**

*- now 380(2)(g)*  
**LOCAL GOVERNMENT ACT (Sec. 804)(2)(g): a grant may be charged to the electoral area benefiting from the assistance.**

### PROCEDURE

1. To be considered for funding, grant requests shall be referred to the Regional Board of the Regional District of Bulkley-Nechako on the recommendation of the Electoral Area Directors. **ALL REQUESTS MUST BE IN WRITING.**
  - a) Applications must be submitted on the form provided by the Regional District, with all supporting documentation attached. Applicants must: clearly indicate the amount of assistance requested; provide evidence of how the applicant benefits the community generally and how the assistance being requested from the Regional District would benefit the community specifically; and, provide financial information sufficient to identify all other funding sources and to justify the need for financial assistance.
  - b) Applications that are not submitted on the required form will be returned to the applicant.

**RDBN Electoral Area Grant in Aid Policy**  
**Page 2**

**2. The following factors shall be used in evaluation and prioritizing the Applications for Assistance under Section 176(1)(c) of the LOCAL GOVERNMENT ACT.**

- i) Purpose for which the funding is required.**
- ii) What funding opportunities have been considered, ( ie. fund raising, grants from senior levels of government, etc.).**
- iii) Benefits to the community as a whole.**
- iv) Amount of grant requested.**
- v) Whether or not the applicant has previously received assistance from the Regional District of Bulkley-Nechako.**
- vi) Whether or not there is an opportunity for individuals to make direct contributions.**

**3. If a grant in aid is approved the following will apply:**

- a) If the grant does not exceed \$2,500, a cheque will be issued to the requesting organization. A letter documenting the grant approval will be sent under the signature of the Regional Board.**
- b) If the grant exceeds \$2,500, a cheque will be issued when the following conditions have been met:**
  - i) Satisfactory evidence that the goods or services have been obtained, (ie. a report from the organization), and/or**
  - ii) submission of invoice(s)/receipts ;**

**4. The Regional Board may at the time of grant approval:**

- a) Impose additional requirements to be met by an organization prior to receipt of grant funds;**
- b) Reduce or modify the requirements to be met for an organization prior to receipt of grant funds.**

5. Applications for Assistance under Section 176(1)(c) of the LOCAL GOVERNMENT ACT will NOT be approved for:
- a) Purposes for which the Regional Board identifies as potentially exposing the Regional District of Bulkley-Nechako to risk of unacceptable liability;
  - b) Purposes disallowed by the LOCAL GOVERNMENT ACT:  
Section 182 – As a limitation on section 176(1)(c), a Board must not provide assistance to an industrial, commercial or business undertaking.
  - c) Purposes which, in the Regional Board's opinion, would be appropriately addressed by establishing a Regional District service to either operate an extended or local service or to contribute towards the costs of the service provided by someone else.
  - d) No grants shall be approved for individuals or for privately-owned businesses.

**REMOVED (b) Groups/projects/services which fall under the funding jurisdiction of other levels of government, government agencies, affiliates and crown corporations;**

56

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
ELECTORAL AREA REQUEST FOR GRANT IN AID  
APPLICATION**

**APPLICATION SUBMITTED BY:**

**Applicant Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

\_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Contact(s):** \_\_\_\_\_

**Name, Telephone/Fax Number**

\_\_\_\_\_  
**Name, Telephone/Fax Number**

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**APPLICATION SUMMARY**

**Project or purpose for which you require assistance:** \_\_\_\_\_

\_\_\_\_\_

**Amount of Grant Requested \$** \_\_\_\_\_

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

\_\_\_\_\_

\_\_\_\_\_  
(signature of authorized signatory)

\_\_\_\_\_  
(title)

**Amount Approved:** \_\_\_\_\_

**Date:** \_\_\_\_\_

\_\_\_\_\_  
Signature of Electoral Area Director



**APPLICANT PROFILE**

1. Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency?

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2. Describe the geographic area that receives services or benefits from your organization.

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3. Is your organization voluntary and non-profit? \_\_\_\_\_ YES \_\_\_\_\_ NO

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

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Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.

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### PROJECT/PROPOSAL PROFILE

1. Assistance is being requested for:

- capital project and/or equipment
- special event
- other purpose ( \_\_\_\_\_ )

2. Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details or your request here. Attach additional information if required.

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3. Describe how this proposal will benefit the community.

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### Funding and Financial Information

1. Attach supporting financial information, ie., budget/financial report. Ensure the following information is clearly itemized:
  - Total cost of project/proposal;
  - Grants/funding from other sources;
  - Funding contributed by applicant through funding raising activities or other sources of revenue;
  - Total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.
  
2. Have you applied for a grant/funding from other source(s)?  
 \_\_\_\_\_ YES \_\_\_\_\_ NO

If yes, complete the following chart. If not, please comment.

Name of Grant or Funding Agency	\$ Amount Applied for	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)

3. Have you received assistance (grant in aid/waiving of fees , etc.), from the Regional District of Bulkley-Nechako in previous years?

\_\_\_\_\_ YES \_\_\_\_\_ NO If yes, complete the following chart.

Year:	\$ Amount	Purpose for which assistance was used

4. Does your organization:

- a) Offer direct financial assistance to individuals or families? \_\_\_\_\_ YES \_\_\_\_\_ NO
- b) Duplicate services that fall within the mandate of either a senior government or a local service agency? \_\_\_\_\_ YES \_\_\_\_\_ NO
- c) Provide an opportunity for individuals to make direct contributions? \_\_\_\_\_ YES \_\_\_\_\_ NO

OR, is your organization:

- d) Part of a provincial or national fund raising campaign? \_\_\_\_\_ YES \_\_\_\_\_ NO

**Don't forget to attach the required financial report.**

### Non-member treaty first nation participation in regional district elections

- 262.** (1) This section applies to a treaty first nation only if the treaty first nation's final agreement provides that residents of the treaty lands of the treaty first nation may vote in elections for electoral area directors.
- (2) If a treaty first nation is not a member of any regional district, individuals who
- would have been qualified to vote in elections for an electoral area director prior to the effective date of the treaty first nation's final agreement, and
  - after that date, would not be qualified to vote in those elections but for the provision of the final agreement referred to in subsection (1)
- may continue to vote in electoral area director elections unless an order under subsection (3) provides otherwise.
- (3) On the recommendation of the minister after consultation with the affected local government and the treaty first nation, the Lieutenant Governor in Council may specify, by order, for the purposes of voting in electoral area director elections, in which electoral area individuals may vote who would not qualify to vote in those elections but for the provision of the final agreement referred to in subsection (1).
- (4) For the purposes of voting in elections referred to in this section,
- treaty lands are deemed to be within the applicable electoral area, and
  - individuals referred to in subsection (2) or in an order under subsection (3) must be qualified to register as a resident elector or non-resident property elector of that applicable electoral area.

RS2015-1-262 (B.C. Reg. 257/2015)

## PART 8 – Regional Districts: General Powers and Responsibilities

### Division 1 – General Powers

#### Corporate powers

- 263.** (1) Subject to the specific limitations and conditions established under this or another Act, the corporate powers of a board include the following:
- to make agreements respecting
    - the regional district's services, including agreements respecting the undertaking, provision and operation of those services, other than the exercise of the board's regulatory authority,
    - operation and enforcement in relation to the board's exercise of its regulatory authority, and
    - the management of property or an interest in property held by the regional district;
  - to make agreements with a public authority respecting
    - activities, works or services within the powers of a party to the agreement, other than the exercise of regulatory authority, including agreements respecting the undertaking, provision and operation of activities, works and services,
    - operation and enforcement in relation to the exercise of regulatory authority within the powers of a party to the agreement, and
    - the management of property or an interest in property held by a party to the agreement;
  - to provide assistance for the purpose of benefiting the community or any aspect of the community;
  - to acquire, hold, manage and dispose of land, improvements, personal property or other property, and any interest or right in or with respect to that property;
  - to delegate its powers, duties and functions, in accordance with Division 7 [Delegation of Board Authority] of Part 6 [Regional Districts: Governance and Procedures];
  - to engage in commercial, industrial and business undertakings and incorporate a corporation or acquire shares in a corporation for that purpose;

62

**Annual financial plan**

- 374** (1) A regional district must have a financial plan that is adopted annually, by bylaw, by March 31.
- (2) For certainty, the financial plan may be amended by bylaw at any time.
- (3) The planning period for a financial plan is 5 years, that period being the year in which the plan is specified to come into force and the following 4 years.
- (4) The financial plan must set out the following for each year of the planning period, shown separately for each service:
- (a) the proposed expenditures for the service;
  - (b) the proposed funding sources for the service;
  - (c) the proposed transfers between funds in respect of the service.
- (5) For any year, the total of the proposed expenditures and transfers to other funds in respect of a service must not exceed the total of the proposed funding sources and transfers from other funds for the service.
- (6) The proposed expenditures for a service must set out separate amounts for each of the following as applicable:
- (a) the amount required to pay interest and principal on regional district debt;
  - (b) the amount required for capital purposes;
  - (c) the amount required for a deficiency referred to in subsection (11);
  - (d) the amount required for other purposes.
- (7) The proposed funding sources for a service must set out separate amounts for each of the following as applicable:
- (a) revenue from property value taxes;
  - (b) revenue from parcel taxes;
  - (c) revenue from fees and charges;
  - (d) revenue from other sources;
  - (e) proceeds from borrowing, other than borrowing under section 404 [*revenue anticipation borrowing*].

63

- (8) The proposed transfers between funds in respect of a service must set out separate amounts for
- (a) reserve funds, and
  - (b) accumulated surplus.
- (9) As a limit on expenditures, the amounts that may be included in a financial plan as expenditures respecting assistance to be apportioned under section 380 (2) (g) [*assistance other than under a partnering agreement*] must not, in total, exceed the amount that would be obtained by a tax of 10¢ per \$1 000 on the net taxable value of land and improvements in the regional district.
- (10) As a limit on revenues,
- (a) if section 339 (1) (e) [*requisition limits in establishing bylaw*] applies in relation to a service, the total of the amounts included under subsection (7) (a) and (b) of this section for the service must not exceed the maximum amount set under section 339 (1) (e), and
  - (b) the total of the amounts requisitioned in respect of the service under the following must not exceed the amounts included under subsection (7) (a) and (b):
    - (i) section 257 [*tax base, requisition and collection of funds for treaty lands*];
    - (ii) section 385 [*municipal requisitions*];
    - (iii) section 387 [*electoral area requisitions*].
- (11) If actual expenditures and transfers to other funds in respect of a service for a year exceed actual revenues and transfers from other funds in respect of the service for the year, the resulting deficiency must be included in the next year's financial plan as an expenditure for the service in that year.

### **Public process for development of financial plan**

## Division 2 – Cost Recovery for Services

### Options for cost recovery

- 378.** (1) A regional district may recover the costs of its services by one or more of the following:
- (a) property value taxes imposed in accordance with Division 3 [*Requisition and Tax Collection*];
  - (b) subject to subsection (2), parcel taxes imposed in accordance with Division 3;
  - (c) fees and charges imposed under section 397 [*imposition of fees and charges*];
  - (d) revenues raised by other means authorized under this or another Act;
  - (e) revenues received by way of agreement, enterprise, gift, grant or otherwise.
- (2) Parcel taxes may not be used to recover all or part of the costs of a regulatory service.
- (3) In the case of a service for which an establishing bylaw is required, if all or part of the costs are to be recovered by one or more of the methods referred to in subsection (1) (a) to (c), the establishing bylaw must indicate which methods are to be used.

RS2015-1-378 (B.C. Reg. 257/2015).

### Costs of services

- 379.** (1) All costs incurred by a regional district in relation to a service, including costs of administration attributable to the service, are part of the costs of that service.
- (2) Subject to subsection (3), the amount required by a board
- (a) for a payment authorized under section 740 [*indemnification against proceedings*],
  - (b) to satisfy a judgment or other order of a court against the regional district, or
  - (c) to satisfy an award or other order of an arbitrator against the regional district
- is deemed to be costs of the service out of which the action arose.
- (3) If the legal action or other proceeding arose from the negligence of the board, the amount is deemed to be costs of the service referred to in section 338 (2) (a) [*general administration*].
- (4) If a regional district undertakes a service after conducting a feasibility study in respect of the service, the costs of that study are deemed to be costs of that service.
- (5) If a referendum under section 336 [*referendums regarding services*] is limited to all or part of the service area for an existing service, the costs of the referendum are deemed to be costs of the service.
- (6) For the purposes of apportionment under this Division and requisition under Division 3 [*Requisition and Tax Collection*], the costs of providing a service are deemed to be the costs that are to be recovered by means of property value taxes or parcel taxes.

RS2015-1-379 (B.C. Reg. 257/2015).

### Apportionment of costs

- 380.** (1) If the establishing bylaw sets the method for apportioning the costs of providing a service, those costs must be apportioned among the participating areas in accordance with the bylaw.
- (2) If the method of apportionment is not set by establishing bylaw, the costs of providing a service must be apportioned on the basis of the converted value of land and improvements in the service area as follows:
- (a) if there is an establishing bylaw but it does not set out the method of apportionment, among the participating areas for the service;
  - (b) if there is no establishing bylaw and the method of apportionment is not otherwise set under this or another Act, among all the municipalities and electoral areas participating in the service, with the service area deemed to be the entire regional district;
  - (c) in the case of electoral area administration,
    - (i) subject to subparagraph (ii), among all the electoral areas, with the service area deemed to be all the electoral areas, and
    - (ii) if the board provides that some or all of the costs are to be apportioned among the electoral areas that the board considers benefit from the administration, those costs must be



apportioned among those electoral areas, with the service area deemed to be all those electoral areas;

- (d) in the case of feasibility studies in relation to proposed services, if no service is established and the board provides that the costs are to be apportioned among the electoral areas, among all the electoral areas, with the service area deemed to be all those electoral areas;
- (e) in the case of services related to an approving officer, if the board is authorized to appoint the approving officer under section 77.1 [*appointment of regional district and islands trust approving officers*] of the *Land Title Act*, among all the electoral areas, with the service area deemed to be all those electoral areas;
- (f) in the case of a service that is in relation to a regional growth strategy for an area that is less than the entire regional district, among the areas for which the regional growth strategy is initiated or adopted, with the service area being all those areas;
- (g) in the case of assistance under section 263 (1) (c) [*assistance for community benefit*], other than assistance under a partnering agreement referred to in section 274, at the option of the board,
  - (i) in accordance with paragraph (b) of this subsection, or
  - (ii) among the municipalities or electoral areas benefiting from the assistance, with the service area deemed to be all those areas;
- (h) in the case of a referendum under section 336 [*referendums regarding services*] that is not limited to all or part of the service area for an existing service, among the municipalities and electoral areas in which the referendum is held, with the service area deemed to be all those areas;
- (i) in the case of a local community commission under section 243 [*local community commissions*], entirely from the local community, with the service area deemed to be that local community;
- (j) in the case of a business improvement area under section 215 [*business improvements areas*] of the *Community Charter* in relation to a mountain resort, entirely from that area, with the service area deemed to be the business improvement area;
- (k) in the case of services under Part 14 [*Planning and Land Use Management*], in accordance with section 381 [*cost sharing for Part 14 services*].

RS2015-1-380 (B.C. Reg. 257/2015)

**Cost sharing for services under Part 14**  
**[Planning and Land Use Management]**

**381.** (1) The costs of services under Part 14 must be apportioned on the basis of the converted value of land and improvements in the service area as follows:

- (a) if no municipality has entered into an agreement under subsection (2) or opted out under subsection (3), among all the municipalities and electoral areas, with the service area deemed to be the entire regional district;
- (b) subject to paragraphs (c) and (d), if one or more municipalities have opted out under subsection (3) and are no longer participating in the services, among the electoral areas and any municipalities that have not opted out, with the service area deemed to be those areas;
- (c) if one or more municipalities have entered into an agreement under subsection (2) to share only some of the costs, those costs are to be recovered in accordance with the agreements and the remaining costs are to be apportioned among the other municipalities and electoral areas participating in the services;
- (d) if a municipality is liable for costs under subsection (6) or (7), those costs are to be recovered from the municipality and the remaining costs are to be apportioned among the other participating municipalities and electoral areas.

(2) The board and a municipality may enter into an agreement that the municipality is to share in some but not all of the costs of services under Part 14, to the extent set out in the agreement and in accordance with the terms and conditions for the municipality's participation established by the agreement.



66 -

**Alberni-Clayoquot Regional District  
POLICY**

<b>Title:</b> Grant-in-Aid Policy	<b>Number:</b> A-1
<b>Authority:</b> Local Government Act – Sections: 181, 182, 176 (1) (c), 804 (g)	<b>Date Adopted:</b> December 7, 2012
<b>Historical Changes:</b> Rescinds current Grant-in-Aid Policy dated October 28, 2009	<b>Cross Reference:</b> Finance Department

The Alberni-Clayoquot Regional District provides Grant-in-Aid assistance once a year in order to assist local non-profit organizations that provide a benefit to one or more electoral areas in the Region or the entire Regional District.

The purpose of this Policy is to establish a consistent and accountable process for dealing with Grant-in-Aid Applications in the Alberni-Clayoquot Region.

**Part 1 – Definitions**

The following definitions apply to this policy:

*Applicant* means the organization applying for a Grant-in-Aid.

*Board* means the Alberni-Clayoquot Regional District Board of Directors.

*Grant-in-Aid* means financial assistance or in-kind assistance from the Alberni-Clayoquot Regional District.

*Region* means the Alberni-Clayoquot Region.

*Regional District* means Alberni-Clayoquot Regional District.

**Part 2 – Eligibility**

1. Organizations must meet the following criteria in order to be in consideration for a *Grant-in-Aid*:

- a) Must be a non-profit organization;
- b) Must be local in nature, in that the *Grant-in-Aid* requested is for a specific service to the residents of the *Region*;

Members: Port Alberni, Ucluelet, Tofino, Electoral Areas

"A" (Bamfield), "B" (Beaufort), "C" (Long Beach), "D" (Sproat Lake), "E" (Beaver Creek) and "F" (Cherry Creek)



- c) Must provide a social enrichment service to the entire *Regional District* or a specific area in the *Regional District*;
  - d) Must demonstrate that the service provided fills a need in the community, and that there is no overlapping with services already existing; and;
  - e) The organization must have sound financial and administrative management.
2. The *Regional District* will not provide a *Grant-in-Aid* to an industrial, commercial or business organization.
  3. A *Regional District* will not provide a *Grant-in-Aid* to subsidize activities that are the responsibility of senior levels of government.
  4. No double dipping. Organizations that have applied for a *Grant-in-Aid* from the City of Port Alberni, District of Tofino or District of Ucluelet will not be eligible for a *Grant-in-Aid* through the *Regional District*.

### **Part 3 – Grant-in-Aid Application Process**

1. At the beginning of January each year, staff will advertise the process for organizations to submit a *Grant-in-Aid* application to the *Regional District* for consideration in the current year.
2. Organizations must submit the following documentation as part of their application process:
  - a. *Grant-in-Aid* Application Form (Appendix A);
  - b. Annual Report for the organization;
  - c. Current years budget and latest financial statement for the organization, noting any other sources of funding; and;
  - d. Brief report outlining what the *Grant-in-Aid* will be used for.
3. *Grant-in-Aid* applications must be submitted to the Manager of Finance at the *Regional District* Office no later than January 31<sup>st</sup> of each year.
4. Late applications will not be accepted and will be returned to the *Applicant*.



#### Part 4 – Approval Process

1. The Manager of Finance reviews each application to ensure the organization is eligible and the correct documentation has been submitted.
2. All eligible applications will be presented at a special Committee of the Whole meeting providing an opportunity to review applications and make recommendations to the Board of Directors. If requested, the applications will be presented to the applicable area committee.
3. The *Board* will consider the recommendations from the Committee of the Whole and will decide whether to approve *Grant-in-Aid* applications prior to adoption of the *Regional District's* financial plan at the end of March, each year.
4. The *Board* may request organizations to make a presentation on their *Grant-in-Aid* Application, prior to the *Board* making their final decision.

#### Part 5 – Release of Grant-in-Aid

1. In April of each year, the Manager of Finance will advise the *Applicants* in writing as to whether or not they have been awarded a *Grant-in-Aid*, and if awarded, the amount of financial assistance. Where the *Grant-in-Aid* awarded is for in-kind assistance, the *Applicant* will be advised in writing, the details of their in-kind *Grant-in-Aid*.
2. Organizations awarded *Grant-in-Aid* assistance will receive their funding on August 1<sup>st</sup>, each year.
3. If the organization requires their *Grant-in-Aid* funding before August 1<sup>st</sup>, they must submit in writing, to the Manager of Finance, a request for early release of their *Grant-in-Aid*.
4. Organizations awarded a *Grant-in-Aid* must submit a final report to the Manager of Finance no later than December 31<sup>st</sup> of the current year. The report must include how the funds were expended.
5. *Grant-in-Aids* are not guaranteed from year to year.
6. Organizations are encouraged to work toward financial independence.

69 - -

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN  
BOARD POLICY

**POLICY:** Regional Grant in Aid Policy

**AUTHORITY:** Board Resolution No. 14 dated June 4, 2015.

**AMENDED:** Board Resolution No. \_\_\_\_\_ dated \_\_\_\_\_.

**POLICY STATEMENT**

This policy shall apply to all grant requests from organizations serving the Regional District who demonstrate their efforts are regional in nature. Grants to organizations that do not demonstrate their efforts are regional in nature may be considered under Electoral Area Community Grants in Aid Program.

**PURPOSE**

To provide some financial assistance to organizations providing cultural, charitable, sporting, recreational or service activities that benefit the Regional District.

**DEFINITIONS**

**Application form** means the application attached as Appendix "A" for review and as amended from time to time

**Organization** means a registered non-profit organization

**GENERAL**

Grants will not be provided to subsidize activities that are the responsibility of senior levels of government

Preference will be given to those events or initiatives that have not received assistance from other local government funding

No organization will receive more than two Regional grants in a four year period

Annual maximum grant allocation to an organization will be \$ 50,000

To be considered for a grant under this policy applicants must demonstrate:

- Organization is locally based and their efforts are regional in nature
- Benefits of event or initiative are significant in at least three Electoral Areas and/or member municipalities
- Event or initiative fills a need in the community
- Support from sources other than local, provincial or federal governments
- Alignment with at least one of the Regional District's strategic goals as identified in the annual Strategic Plan

Grant funding is not permitted to be used for the following expenses:

- Remuneration including wages and consulting fees
- Capital improvements to rented or leased premises
- Operating or capital deficits
- Tax payments

Grant recipients must:

- Acknowledge the Regional District as a funding partner in any promotional materials about the event or initiative
- Provide a report on how the grant funds were spent within 12 months of receipt of funding. The report must include a financial accounting of how the funds were used as well as information on how the community benefited.
- Return grant funding not spent within 12 months of receipt of funds

## RESPONSIBILITIES

Boards of Directors shall:

1. At their sole discretion, evaluate and allocate Regional grant in aid funding annually during the annual budget process
2. At their sole discretion, consider Regional grant in aid funding requests during the year to be funded from discretionary regional grant in aid funds

Manager of Finance shall:

1. Review applications to determine eligibility based on the criteria outlined in this policy.
2. Bring eligible applications to the Board of Directors for consideration during the annual budget process
3. Bring forward a funding amount annually for discretionary regional grant in aid funds for consideration during the budget process
4. Ensure an annual listing of all grant recipients is posted on the RDOS website by December 31 to be available for public review

## PROCEDURES

Applicants complete and submit application form by deadline posted on the RDOS website. Applications received after the deadline may be considered for funding from the discretionary regional grant in aid funds, if available

Board approves regional grant funding requests and establishes a level of funding for the discretionary grant reserve fund annually during the budget process.

Board approves discretionary regional grant funding requests as they arise throughout the year

Unless specifically requested by the applicant and approved by the Chief Administrative Officer, grant funding will not be distributed before August

All applicants will be notified in writing of the Board's decision regarding their applications.

The following related documents are applicable:

Regional Grant in Aid Application Form

**Sunshine Coast Regional District**

**BOARD POLICY MANUAL**

<b>Section:</b>	Finance	5
<b>Subsection:</b>	Grants to Organizations	1850
<b>Title:</b>	Rural Areas' Grant-in-Aid	1

**1. POLICY**

- 1.1 The funding of Rural Areas' Grant-in-Aid is provided by the Sunshine Coast Regional District's (SCRD) five (5) unincorporated Electoral Areas being Egmont/Pender Harbour (Area A), Halfmoon Bay (Area B), Roberts Creek (Area D), Elphinstone (Area E), and West Howe Sound and Islands (Area F). The Electoral Areas provide Grant-in-Aid funding in order to assist non-profit societies / organizations and registered charitable societies / organizations that provide community, tourism or regional benefit and enrichment, enhancing the quality of life for residents. Not all societies or organizations meeting the basic criteria will automatically receive a grant, funding is not guaranteed from year to year to encourage organizations to work toward financial independence.
- 1.2 The project, program, service or special event proposed should fill a need in the community with no overlap to identifiable or competing projects, programs, services or special events.
- 1.3 All applications should detail how they contribute to the general interests and advantage of the Rural Areas. Those applications that have a measurable benefit to communities outside of the Rural Areas are required to apply to the appropriate municipal grants-of-assistance programs and provide confirmation of that application or provide details of other forms of assistance provided by the municipality or municipalities. Not doing so may result in an application being returned or denied.
- 1.4 Applicants are generally required to provide a local component of funding, either through fundraising, donation, work-in-kind, contribution from local municipalities or corporate support.
- 1.5 Grants will not be awarded to societies for use as scholarships, bursaries, or subsidies, with the exception of the School District 46 (SD46), under the direct approval of the SCR D.
- 1.6 Grants may be awarded to SD46 if the grant provides a direct benefit to a project that has significant benefit to the community.
- 1.7 Each year, as part of the budget process, the SCR D Board will establish a maximum amount for Rural Areas' Grant-in-Aid funding for the following year's budget.

- 1.8 No single Rural Areas' Grant-in-Aid will exceed the amount of \$5,000 (five thousand dollars). Requests for \$500 (five hundred dollars) or less will be accepted from non-registered organizations / societies / groups demonstrating a community need and / or whose objectives are charitable in nature. If a request is for more than \$500 (five hundred dollars) the organization / society must be registered.
- 1.9 On or before April 1st of each year, the SCR D will accept applications for Rural Areas' Grant-in-Aid funding. Applications arriving after the announced application deadline will be accepted in exceptional circumstances only. Applications will only be received from non-profit societies and organizations.
- 1.10 The attached application form must be used and accompanied by the required additional documentation listed below:
  - a. latest financial statement (*Balance Sheet and Revenue and Expense Statement*)
  - b. detailed project, program, service or special event budget (*including all funding sources for same*)
  - c. summary budget for current year (*including anticipated grants*)
  - d. annual report (*if available*).
- 1.11 Incomplete applications will not be accepted and will be returned to the applicant. All complete applications meeting the specified criteria will be subject to review.
- 1.12 If an applicant's project, program, service or special event is time sensitive where:
  - a. funding is required prior to the application deadline date (on or before April 1st) and / or the August 1st payment date; or
  - b. funding for a project that was not realized by the announced application deadline date and / or the August 1st payment date;

the applicant may submit an application to the SCR D to be brought forward to a standing committee for review. The applicant must use the Rural Areas' Grant-in-Aid application form and comply with the requirement and criteria of this Policy and provide justification for late application.
- 1.13 In the event that the Rural Areas' Grant-in-Aid funding results in a surplus to the applicant's needs or is no longer required for the project, program, service or special event for which it was intended or described in the application, the SCR D will be notified immediately and any remaining funding must be returned to the SCR D forthwith.
- 1.14 Unclaimed bursary funding to SD46 will be reported to the SCR D on an annual basis. If amounts remain unclaimed after 2 years, funds will be returned to the SCR D to be re-allocated as the SCR D Board sees fit.
- 1.15 Recipients must acknowledge the SCR D as a sponsor in any program publications or marketing. Though the project, program, service or special event may not be represented as a project, program, service or special event of the SCR D nor may the society / organization hold itself out as an agent of the SCR D in anyway.



- 1.16 The society / organization will complete and submit the Reporting Out form no later than January 31 of the year immediately following the year for which the Rural Areas' Grant-in-Aid was provided.
- 1.17 Rural Areas' Grant-in-Aid will not be approved for:
- Capital costs for equipment or improvements to owned properties;
  - Annual Expenses;
  - Remuneration (wages, salaries, other fees);
  - Personal benefit, individuals, industrial, commercial, business undertakings (proprietor, member or stakeholder), educational institutions hospitals / healthcare;
  - Religious organizations serving primarily their membership and / or their direct religious purpose;
  - Ethnocultural organizations serving primarily their membership and / or their own ethnic promotion;
  - Annual fundraising campaigns;
  - Endowment funds;
  - Debt retirement, interest payments or reserves;
  - Cost of developing a proposal or undertaking a facility study;
  - Non-profit societies operating at a regional, Provincial or Federal level and conducting fundraising by means of tag days, mail-outs or door-to-door campaigns.
- 1.18 Organizations funded ongoing through taxation or those that receive a fee for service from the SCRD are not eligible for grant funding under this policy, unless the application is for a program other than the funded service.
- 1.19 The SCRD is subject to Provincial Freedom of Information and Privacy and Protection Act and cannot guarantee the information provided can or will be held in confidence.

## **2. REASON FOR POLICY**

- 2.1 To provide a process to enable the Electoral Area Directors to make fair and equitable recommendations to the SCRD Board on behalf of their respective areas in the granting of funds to the community.
- 2.2 The goal of this policy is to establish open and transparent guidelines for the evaluation and distribution of Rural Areas' Grant-in-Aid, respecting the limited financial resources available for this purpose.
- 2.3 Rural Areas' Grant-in-Aid is not intended to replace any financial responsibilities of senior levels of government or other government agencies or affiliates.
- 2.4 The SCRD Board has an obligation to all of its citizenry to protect the SCRD from exposure to liability that could arise as a result of its funding relationships.
- 2.5 It should be noted that the Rural Areas' Grant-in-Aid process is very competitive and applicants should submit the best and most complete application possible.

### 3. AUTHORITY TO ACT

- 3.1 Retained by the Board.
- 3.2 The SCRD Board has both statutory and budgetary limitations on Rural Areas' Grant-in-Aid and wish to ensure that these funds are disbursed as fairly and equitably as possible to deserving applications with due regard to the degree of benefit that will result to the residents of the Sunshine Coast communities. Therefore the SCRD Board has full discretion whether grants are allocated and for what amounts and all decisions are final.

### 4. PROCEDURE

- 4.1 In mid-February of each year, on the SCRD website and through local media, as appropriate, the SCRD will advertise for the five (5) Electoral Areas collectively inviting the submission of applications on or before April 1st.
- 4.2 After April 1st, staff will complete and attach the "office use only" summary report to each of the applications received, confirming eligibility requirements and criteria. Staff will photocopy all applications and submit them to the Electoral Area Directors along with an alphabetized summary of applicants with requested amounts.
- 4.3 Electoral Area Directors will each conduct a preliminary review of all applications to determine those that will be awarded a grant from their area and the desired contribution amount. Each Electoral Area Director may have a community consultative process to assist them in their deliberations. Once the individual review is completed, the Electoral Area Directors will meet as a group to review and discuss their decisions. When the award decisions are final, they will be brought forward to a standing committee for a recommendation directing staff to prepare cheques as well as award and denial letters for distribution to the applicants.
- 4.4 Due to the volume of applications, individual presentations to the Board are discouraged and will be considered only in exceptional circumstances.
- 4.5 Rural Areas' Grant-in-Aid preference will be given to the following:
  - a. requests for one time only start up costs for new projects, programs, services or special events;
  - b. requests that show a society's / organization's initiative to work toward financial independence;
  - c. requests from societies / organizations showing a significant benefit to the SCRD or specific Electoral Areas - Egmont/Pender Harbour (Area A), Halfmoon Bay (Area B), Roberts Creek (Area D), Elphinstone (Area E), and West Howe Sound and Islands (Area F) and that:
    - have a demonstrated financial need;
    - promote volunteer participation and citizen involvement;

- use new approaches and techniques in the solution of community needs; whose project, program, service or special event is accessible to a large portion of the community's residents;
  - exercise co-ordination, co-operation and collaboration with other groups to prevent duplication of projects, programs, services or special events;
- d. requests for operating costs only from those societies / organizations without the ability to become self-supporting; and
- e. requests from societies / organizations that have a demonstrated track record of community service.
- 4.6 Applicants are required to explain how their project will benefit either the "Local" or "Regional" Community.
- 4.7 Applicants are required to indicate if they are submitting the application on behalf of another organization and that organization is also a non-profit organization.
- 4.8 Applicants must have a working set of rules, regulations and a bank account in the society's / organization's name.
- 4.9 Applicants will be notified in writing as to whether or not their request has been successful and, if successful, the amount they will receive. No funding will be available until after the adoption of the Final Budget. Unless other arrangements have been approved by the Board, applicants will receive their funding after August 1st.
- 4.10 Once grant monies have been expended, the successful applicants must notify the SCRD in writing, providing an evaluation of the use of the funds on the Reporting Out form supplied with the application or via letter to the SCRD Board. Future applications from recipients not fulfilling this requirement may be rejected.

Approval Date:	June 14, 2001	Resolution No.	336/01
Amendment Date:	March 13, 2003	Resolution No.	124/03
Amendment Date:	July 8, 2004	Resolution No.	428/04 Rec. #14
Amendment Date:	April 27, 2006	Resolution No.	358/06 Rec. #8
Amendment Date:	June 8, 2006	Resolution No.	471/06 Rec. #12
Amendment Date:	October 12, 2006	Resolution No.	652/06 Rec. #8
Amendment Date:	April 12, 2007	Resolution No.	231/07 Rec. #10
Amendment Date:	December 13, 2007	Resolution No.	597/07 Rec. #15
Amendment Date:	October 16, 2008	Resolution No.	468/08 Rec. #2
Amendment Date:	November 13, 2008	Resolution No.	512/08 Rec. #19
Amendment Date:	November 12, 2009	Resolution No.	455/09 Rec. #22
Amendment Date:	June 10, 2010	Resolution No.	263/10 Rec. #8
Amendment Date:	November 28, 2013	Resolution No.	500/13 Rec #9
Amendment Date:	October 8, 2015	Resolution No.	385/15 Rec #6

76



Agenda No: 5.1  
Mtg. Date: October 28/13

# Regional Board Report

**TO:** Regional Board  
**FROM:** Mary Jane Drouin  
Manager – Corporate Services  
**DATE:** October 21, 2013  
**SUBJECT:** Approval of Regional Grant in Aid Policy 7.22

**Purpose:** To repeal Grant in Aid policy No. 7.14 and approve a revised regional grant in aid policy.

**Executive Summary:**

The Regional Board at its October 10, 2013 reviewed the recommendations from the Board's Regional Grant In Aid Standing Committee which had the objective to review the grant in aid program and make recommendations to the Regional Board. A few minor amendments (noted below) were requested with direction for staff to amend the policy and application and bring back for final Board approval.

For Board consideration, the proposed changes to the policy and application (attached) are highlighted in red.


**Implications of Recommendation:**

**Financial:** Grant amounts are apportioned on the basis of converted land and improvement assessment values. Each member municipality and electoral area director votes on whether or not to participate in the grant in aid request.

**Policy:** Proposed amendment to the Regional Grant In Aid Policy

**RECOMMENDATION:**

THAT the Grant in Aid policy No. 7.14 be repealed, and that Grant in Aid Policy 7.22 be approved.

Approved for Board's Consideration  
  
Brian Reardon, CAO

**Background:**

Proposed changes to the policy include:

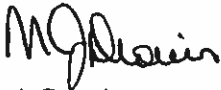
- The organization's financial statements and a program budget must be submitted with the application.
- Organizations that are funded by a RDCO service are ineligible to apply for a regional grant in aid.

Proposed changes to the application include:

- Add a question – Is your organization and its services open to all citizens. If no, why?
- Add a question – Is the amount of the grant request more than 20% of the organization's annual budget? If yes, why?
- Add a question – What other organization(s) in the region offer similar services/ programs to your organization? Have you approached the organization(s) to collaborate on the service you provide in the community? If yes, what has been the outcome? If no, why not?

In addition, the questions have been numbered for easier reading.

Submitted by:



*M.J. Drouin*  
*Manager – Corporate Services*

Attachments: Draft Policy & Application



**Chapter: 7. FINANCE**

**Policy No. 7.22**

**Section: 7.22 REGIONAL GRANT IN AID POLICY  
(Repeals Policy 7.14)**

**Resolution No.**

**Resolution Date: October 28, 2013**

### Regional Grant in Aid Policy

The Regional Board may provide Regional Grants in Aid to organizations on the following basis:

1. The organization must provide a service to residents of the Regional District.
2. An application must be submitted by the second working Friday of January in the year
3. Late applications will NOT be received or considered.
4. The organization's financial statements and a program budget must be submitted with the application.
5. An accounting of other funds received from member municipalities or the electoral area is required. The organization applying for funds must identify which member municipality or electoral area it is seeking funding from.
6. An organization cannot receive a grant for a program if it is receiving funds from a member municipality or electoral area for that program.
7. Organizations that are funded by a RDCO service are ineligible to apply for a regional grant in aid.
8. The amount of the grant must be approved by the Regional Board and included in the annual budget.
9. The grant amount will be apportioned on the basis of converted land and improvement assessment values.
10. Each member municipality and electoral area will vote on whether or not it wishes to participate in the grant in aid request.
11. The amount of the grant in aid request will be reduced by the percentage of assessment values of any non-participating member.
12. Final grant approval is not provided until the Regional Board adopts the 5-year Financial Plan at the end of March.
13. The grant must be spent by December 31<sup>st</sup> of the year.
14. Any funds not spent by December 31<sup>st</sup> are to be returned to the Regional District.
15. An accounting of the grant funds spent and a final report on the program is required to be submitted to the Regional District by December 31<sup>st</sup>.

*The Regional District of Central Okanagan is comprised of the following municipalities and electoral areas: the City of Kelowna, District of West Kelowna, District of Lake Country, District of Peachland, Central Okanagan West Electoral Area (which includes the area of North Westside Road, Trepanier and Brent Road) and Central Okanagan East Electoral Area (which includes the area of Joe Rich, South Lakeshore, June Springs and Ellison).*

# Application for a Regional Grant in Aid - 2014

A completed application must be submitted no later than 4 p.m. on Friday, January 10, 2014 to the Attention of M. Drouin, Manager – Corporate Services, Regional District Offices, 1450 KLO Road, Kelowna, BC V1W 3Z4

Sixteen (16) copies of the application form, the organization's financial statements and the program budget must be submitted.

## Applicant

Name of Organization \_\_\_\_\_

Mailing Address \_\_\_\_\_

Contact Person & Title \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

## Organization Executive

President \_\_\_\_\_ Telephone \_\_\_\_\_

Secretary or Treasurer \_\_\_\_\_ Telephone \_\_\_\_\_

<b>Staff</b>	Full Time	Part Time
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_____	_____
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<b>Volunteers</b>	Number	Annual Volunteer Hours
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_____	_____
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Is this a Registered Society or Charity Yes  No

Year Organization Founded \_\_\_\_\_

Date of Registration \_\_\_\_\_

Amount of Regional Grant in Aid being requested \$ \_\_\_\_\_

Name of Program/Initiative for which funds being requested

**REGIONAL DISTRICT OF CENTRAL OKANAGAN  
Application for a Regional Grant in Aid - 2014**



**1. Does your organization operate in other Regional Districts?**

Yes  No

If yes, where \_\_\_\_\_

**2. State the Goals, Objectives and Benefits of the Program/Initiative to Central Okanagan residents.**

**3. Outline the recipients and who will benefit from the Program/Initiative.**

**4. Is your organization and its services open to all citizens?**

Yes  No  If no, why? \_\_\_\_\_

**5. Is the amount of the grant request more than 20% of the organization's annual budget?**

Yes  No  If yes, why? \_\_\_\_\_

**6. If regional grant in aid funding is not approved, will the Program/Initiative continue?**

Yes  No  If yes, state how \_\_\_\_\_





**7. What other organization(s) in the region offer similar services/ programs to your organization?** \_\_\_\_\_

**7a) Have you approached the organization(s) to collaborate on the service you provide in the community?**

Yes  No

**If yes, what has been the outcome?** \_\_\_\_\_

**If no, why not?** \_\_\_\_\_

**8. Is this a one year Program/Initiative?** Yes No

**If no, indicate where future funding will come from to continue this program.** \_\_\_\_\_

**9. What factors will be used when evaluating the success of the program?**

\_\_\_\_\_

**Please list other groups, agencies, or government organizations that your group has applied to for funding and whether funding was received.**

**10. Do you receive grant funding from member municipalities or electoral areas?**

Yes  No

**If YES, please check which local government you receive funding from, state what the program is and how much you receive:**

- City of Kelowna \_\_\_\_\_
- District of West Kelowna \_\_\_\_\_
- District of Lake Country \_\_\_\_\_
- District of Peachland \_\_\_\_\_
- Central Okanagan West Electoral Area \_\_\_\_\_
- Central Okanagan East Electoral Area \_\_\_\_\_

**REGIONAL DISTRICT OF CENTRAL OKANAGAN**  
**Application for a Regional Grant in Aid - 2014**



*An organization is **NOT** eligible to receive Regional District grant in aid funding from a municipality/electoral area if it is receiving funding from the member municipality/electoral area for the **SAME** program/initiative.*

**11. If you are NOT requesting grant funding from a specific municipality or electoral area, check which one you are not asking for support.**

- City of Kelowna
- District of West Kelowna
- District of Lake Country
- District of Peachland
- Central Okanagan West Electoral Area
- Central Okanagan East Electoral Area

**You are required to submit the following documents with the application form:**

- Your organization's Financial Statements for the previous year
- Program Budget

**Should your organization receive a Regional Grant in Aid the following will be required:**

- That the Regional District be named as an additional insured on your liability insurance. The insurance certificate will need to be completed and submitted prior to any funds being issued.
- An evaluation of the program at the end of the year, including an accounting of the grant funds spent.
- Return of any funds not spent as of December 31<sup>st</sup>.

**Date of Application:** \_\_\_\_\_

**Name of Person Submitting the Application:** \_\_\_\_\_

**Position held in the organization:** \_\_\_\_\_

**Note:** The Regional Board will only consider the information provided in the regional grant in aid application. Organizations will not have the opportunity to provide further information once the application deadline has passed. The Board's Governance & Services Committee will meet in February to consider the applications and provide recommendations to the Regional Board for a decision in the Board's budgeting process at the end of March.

Adopted: Oct. 16, 1997

Last Rev: Feb. 19, 2004

Responsible Dept: Community Services

PURPOSE

To provide financial assistance to community groups or organizations for the purpose of benefiting the community.

APPLICATION

This policy shall apply to all grant requests being considered for funding from the individual Community Grants-In-Aid budgets.

AUTHORITY

*Local Government Act* (Section 176) (1) (c): the Regional District may provide assistance for the purpose of benefiting the community.

*Local Government Act* (Section 804) (2) (g): a grant may be charged to the electoral area benefiting from the assistance.

PROCEDURE

1. To be considered for funding, grant requests shall be referred to the Committee of the Whole on the recommendation of the Electoral Area Directors. All requests shall be in writing.
2. For grant requests in excess of \$5,000 an outline and description of the project, equipment or services proposed to be purchased must accompany the written request.
3. If a grant is approved for a fixed amount the following will apply:
  - (a) if the grant does not exceed \$500, a cheque will be issued to the requesting organization. A letter documenting the grant approval will also be sent under the signature of the Board.
  - (b) if the grant exceeds \$500, a cheque will be issued when the following conditions have been met:
    - i. satisfactory evidence that the goods or services have been obtained, and
    - ii. submission of invoice(s) together with quotes.

Staff will advise the requesting organization in writing of the grant approval, expiry date, and the requirements for claiming the grant.

4. If a grant is approved for an amount which is not fixed (i.e., up to a specific amount), the provisions of 3 (b) will apply.
5. The Regional Board may at the time of grant approval:
  - (a) impose additional requirements to be met by an organization prior to receipt of grant funds.
  - (b) reduce or modify the requirements to be met for an organization prior to receipt of grant funds.

84

**COMMUNITY GRANTS-IN-AID**

Policy C-2, 2 of 2

*Adopted: Oct. 16, 1997*

*Last Rev: Feb. 19, 2004*

*Responsible Dept: Community Services*

**GENERAL**

1. The Regional District encourages the use of a competitive bidding process (quotations, tenders, etc. as appropriate) to achieve best value for the community.
2. Unless specifically provided by Board or Committee resolution, grant approvals shall automatically expire after 24 months.
3. No grants shall be approved for individuals or for privately-owned businesses.

85

## Grants-in-Aid Criteria

The Regional District of Nanaimo's Grants-in-Aid Committee meets twice each year to award grant funding to organizations to use for social programs and services in the Regional District. Grant applications are only considered from registered non-profit organizations that meet the following criteria.

1. Grants-in-aid are for the following general uses:
  - a. requests showing a significant benefit to the Regional District of Nanaimo or a specific area within the Regional District including, but not limited to:
    - the promotion of volunteer participation and citizen involvement;
    - the use of new approaches and techniques in the solution of community needs;
    - activities/programs which are accessible to a large portion of the community's residents such as special events;
  - b. start-up costs for new organizations or new programs;
  - c. volunteer training;
  - d. capital costs for equipment or improvements to organization owned facilities.
2. To be eligible for grant funding the organization must:
  - a. be a non-profit society;
  - b. be a local organization within the Regional District of Nanaimo;
  - c. demonstrate that the grant request is for a specific service or use, and will provide a social enrichment service to the community;
  - d. demonstrate that the service provided fills a need in the community and that there is no overlapping with existing services.
3. In addition to the completed Grant-in-Aid application form, the applicant must also provide the following information for the organization with the application package:
  - a. current year budget;
  - b. full financial statements for its operation (noting any other sources of funding);
  - c. details regarding the specific use for the grant funds requested, and a breakdown of all expenses for the use of the grant.
4. The following services and/or functions are not eligible for grant-in-aid funding:
  - a. annual operating expenses;
  - b. remuneration (wages, salaries, or other fees for service);
  - c. capital improvements to rented or leased premises;
  - d. private enterprise.
5. Applications will not be accepted from organizations having a prime base of operation in the City of Nanaimo or the District of Lantzville. Organizations based in these areas should apply through their respective municipality's grants-in-aid process. Any applications received from organizations within these areas will be returned to the applicant.
6. Applications received after the deadline will not be accepted and will be returned to the applicant.
7. Applications that do not meet the criteria will not be accepted.



# Nechako Watershed Roundtable Co-Chair & Secretariat Briefing Note

c/o Fraser Basin Council  
#207-155 George Street  
Prince George, BC, V2L 1P8

## SUMMARY OF PROGRESS

Since October 2017 (start of year 1 of 3 year Transitional Budget period), the Nechako Watershed Roundtable (NWR) Co-Chairs, Core Committee and Secretariat (FBC) members have focused activities on identifying and securing sustainable funding from multiple levels of government and non-government agencies. The goal is to secure between \$200,000 annually to fully implement the NWR (operations, education and programs) by 2020.

Through the Sustainable Funding for Watershed Governance (SFWGI) Project all local government communities in the watershed<sup>1</sup> were engaged to increase awareness of the NWR, activities and the business case/options for sustainable funding (Table 1. Local Government Sustainable and Transition Funding Status Summary). The NWR Core Committee and Secretariat members will complete and submit all outputs for the SFWGI project by March 31, 2018. These outputs will include the:

- Sustainable funding literature review,
- NWR Sustainable Funding Business Case,
- Comparative analysis of various funding mechanisms to support the NWR, and
- Feasibility study for mechanisms that could potentially be accessed through FFGRD and BNRD.

**Upcoming NWR Event**

***Technical Advisory Committee Meeting: Implementing the Nechako Watershed Strategy***

April 9, 2018, 11am-2pm, 155 George Street Prince George

For more information please contact  
NWR Secretariat via  
Danielle Patterson  
(dpatterson@fraserbasin.bc.ca)

*Table 1. Local Government Sustainable and Transition Funding Status Summary*

Local Government	Summary
Regional District of Fraser-Fort George (RDFFG)	<ul style="list-style-type: none"> <li>▪ On November 17, 2017, the RDFFG Board approved a motion to support NWR sustainable funding in principle and for regional staff to work with the Roundtable to research appropriate sustainable funding mechanisms that may support the work of the NWR such as establishment of a service.</li> <li>▪ The NWR Core Committee and Secretariat members plan to present findings from these discussions to the FFGRD Board for discussion and approval in April 2018.</li> </ul>

<sup>1</sup> Communities include 5 municipalities (Prince George, Vanderhoof, Fort St. James, Fraser Lake and Burns Lake) and 7 electoral areas in Bulkley-Nechako Regional District (Electoral Areas B, C, D, E, F) and Regional District of Fraser-Fort George (Electoral Areas A and C).

# Nechako Watershed Roundtable

## Co-Chair & Secretariat Briefing Note

c/o Fraser Basin Council  
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Prince George, BC, V2L 1P8

Local Government	Summary
Regional District of Bulkley-Nechako (RDBN)	<ul style="list-style-type: none"> <li>Following a series of delegations to the RDBN Board, Electoral Area Directors in the Nechako watershed indicated that they are not currently in a position to establish a service area to support sustainable funding for the NWR.</li> <li>The NWR Core Committee and Secretariat members will continue to research other sustainable funding mechanisms that may be feasible through the RDBN.</li> </ul>
City of Prince George	<ul style="list-style-type: none"> <li>Committed \$1,700 in NWR transition funding.</li> </ul>
District of Vanderhoof	<ul style="list-style-type: none"> <li>Committed \$1,700 in NWR transition funding.</li> </ul>
District of Fort Saint James	<ul style="list-style-type: none"> <li>Committed \$1,700 in NWR transition funding.</li> </ul>
Village of Burns Lake	<ul style="list-style-type: none"> <li>Committed \$1,700 in NWR transition funding.</li> </ul>
RDFFG Electoral Area A	<ul style="list-style-type: none"> <li>Committed \$1,700 in NWR transition funding.</li> </ul>
RDFFG Electoral Area C	<ul style="list-style-type: none"> <li>Committed \$1,700 in NWR transition funding.</li> </ul>
Village of Fraser Lake	<ul style="list-style-type: none"> <li>NWR Transition funding (\$1,700) to be determined at the April 6, 2018 Rural Committee meeting.</li> </ul>
RDBN Electoral Areas	<ul style="list-style-type: none"> <li>NWR Transition funding (\$1,700) to be determined at the April 6, 2018 Rural Committee meeting.</li> </ul>

Parallel to the Local Government sustainable funding process, NWR Core Committee and Secretariat members are identifying opportunities to enhance Local Government commitments with Provincial Government alignments (Table 2. Provincial Government Sustainable and Transition Funding Status Summary).

*Table 2. Provincial Government Sustainable and Transition Funding Status Summary*

Provincial Government	Summary
Ministry of Forests, Lands, Natural Resource Operations and Rural Development	<ul style="list-style-type: none"> <li>Committed \$10,000 in transition funding.</li> <li>Scoping discussions continue within the NWR and with the Provincial Government related to sustainable funding opportunities. Follow up discussions are anticipated to increase as Local Government transitional and sustainable funding decisions develop.</li> <li>Committed to a multiple projects that support the goals of the Nechako Watershed Strategy with multiple NWR partners (see New Project Highlight for an example).</li> </ul>

### FINANCES

For the 2017/18 fiscal year (transition period until sustainable funding may be secured) budget revenue is set at \$72,800 (Table 3. NWR Transitional Budget 2017/18). Thus, NWR operations must reflect the transitional scale of available resources and reflect the commitments in the existing agreement between the NWR Secretariat the Real Estate Foundation of British Columbia (REFBC), Local and Provincial governments. It is extremely important that plans, activities and expectations reflect the limitations of the NWR Transitional Budget 2017/18 to 2019/20 (at approximately 35% of required funds to fully implement the NWR) and the activities committed to in the existing agreements.

## Nechako Watershed Roundtable Co-Chair & Secretariat Briefing Note

c/o Fraser Basin Council  
#207-155 George Street  
Prince George, BC, V2L 1P8

**Table 3. NWR Transitional Budget October 2017 - September 2018 (Year 1 of 3)**

Category	Amount	%	Notes
<b>Revenue</b>			
▪ REFBC	\$35,000	48%	Secured for year 1; similar contributions in years 2 and 3 are subject to confirmed matching funding
▪ Local Government	\$15,300	21%	78% Secured - Transition funding (see Table 1)
▪ FBC	\$12,500	17%	Secured - Transition funding
▪ Provincial Government	\$10,000	14%	Secured - Transition funding
▪ Total	\$72,800	100%	95% Secured
<b>Expenses</b>			
▪ Labour	\$42,000	58%	Secretariat services and administration
▪ Communications	\$8,500	12%	Education and outreach
▪ Consultants	\$7,500	10%	Project implementation
▪ Travel	\$5,000	7%	Meetings, events and projects
▪ Materials	\$4,800	7%	Meetings, events and projects
▪ NWR Strategy	\$5,000	7%	Technical Advisory Committee Implementation
▪ Total	\$72,800	100%	
Net	\$0	0%	

- Please send any comments or questions to the NWR Secretariat via Terry Robert (trobert@fraserbasin.bc.ca).

### Notes:

- Revenue for year 2 (Oct 2018 to Sept 2019) of the Transitional Budget is \$72,000 and is 60% secured (non-government sources = \$43,200 secured; government sources = \$0 secured). Additional matching funding is required to meet the leverage requirements of the secured non-government commitments.
- Revenue for year 2 (Oct 2019 to Sept 2020) of the Transitional Budget is \$65,200 and is 60% secured (non-government sources = \$39,120 secured; government sources = \$0 secured). Additional matching funding is required to meet the leverage requirements of the secured non-government commitments.
- Total revenue for years 1 to 3 (Oct 2017 to Sept 2020) of the Transitional Budget is \$210,000 (50% Non-Government and 50% Government).
- The goal of the NWR is to achieve sustainable funding (multi-year commitments) for full implementation of the NWR by October 2020 with a minimum annual funding of \$200,000.

## EMERGING PROJECTS IN THE NECHAKO

### *Small Lakes Studies, and Cunningham Lake Investigation*

Dr. Nikolaus Gantner (Senior Fisheries Biologist - Omineca Region Ministry of Forest, Lands, Natural Resource Operations, and Rural Development) was successful in securing funding for two projects that support the goals of the Nechako Watershed Strategy. The first involves an investigation of lake temperature, condition trends, and stock assessment in the "Small Lakes



## Nechako Watershed Roundtable Co-Chair & Secretariat Briefing Note

c/o Fraser Basin Council  
#207-155 George Street  
Prince George, BC, V2L 1P8

Study"; and the second relates to conducting work at Cunningham Lake and two other Lake Trout lakes. This work would be conducted in collaboration with First Nations, including, the Yekooche and Takla Lake First Nations.

- For more information on these projects please join the upcoming NWR *Technical Advisory Committee Meeting: Implementing the Nechako Watershed Strategy* for a presentation from Dr. Gantner on April 9, 2018 from 11:00am – 2:00pm at 155 George Street in Prince George, BC.

### ***New Fisheries Sensitive Watersheds Established***

Effective March 22, 2018, the Forests, Lands, Natural Resource Operations & Rural Development, Omineca Regional Executive Director, under the authority of the *Government Action Regulation* and the *Forest and Range Practices Act*, has established 17 new Fisheries Sensitive Watersheds (FSW) in the Omineca region (<http://www.env.gov.bc.ca/wld/frpa/fsw/approved.html>).

Twelve of the 17 watersheds are located in the Stuart-Nechako Natural Resource District (Gluskie Creek, Forfar Creek, Kynoch Creek, Bivouac Creek, Van Decar Creek, Sidney Creek, Paula Creek, Sandpoint Creek, Narrows Creek, Frypan Creek, Lovell Creek and Ankwil Creek). These FSWs are expected to provide habitat protection measures for local and migratory fish populations including bull trout and sockeye salmon. These FSWs are established in watersheds that meet two criteria: 1) high watershed sensitivity and 2) significant fish values.

- If you have any questions about these newly established FSWs, please contact Sandra Sulyma, Omineca Region Ecosystems Biologist ([Sandra.Sulyma@gov.bc.ca](mailto:Sandra.Sulyma@gov.bc.ca)).

### ***UNBC Integrated Watershed Research Group (IWRG)***

The UNBC Integrated Watershed Research Group comprises four UNBC researchers (Stephen Déry, Phil Owens, Margot Parkes, and Ellen Petticrew). The research group was initiated in response to the growing recognition of the environmental, socio-economic and health implications of watershed dynamics.

In 2013, an application to the Nechako Environmental Enhancement Fund (NEEF) Management Committee was submitted in response to some of the research needs identified in their 2012 report. Between 2013-2017 funding from a variety of sources including NEEF, CIHR, NSERC, Real Estate Foundation of BC, and a variety of other sources supported the research in the Nechako. The first phase of research was completed in December 2017 and results of some of our research can be found at: ([www.unbc.ca/integrated-watershed-research-group](http://www.unbc.ca/integrated-watershed-research-group) <<http://www.unbc.ca/integrated-watershed-research-group>>).

In late 2017 a proposal to conduct Phase 2 of the research was submitted, and the IWRG has received confirmation that funding had been granted, enabling a further commitment of \$1M for research over the next five years in the Nechako, (including \$0.5M of funding from the NEEF and \$0.5M from other sources secured by the IWRG, in a similar arrangement to the previous phase of research). Informed by the insights and outcomes from Phase 1 research, the next five years of research will pursue research in three interrelated themes:

- Water security and climate change;



## **Nechako Watershed Roundtable Co-Chair & Secretariat Briefing Note**

c/o Fraser Basin Council  
#207-155 George Street  
Prince George, BC, V2L 1P8

- Fine-grained sediment sources and dynamics; and
- Tools for integration in watershed management and governance.

Through this new phase of research, the IWRG aims to fill gaps in knowledge about the Nechako river basin, and to contribute to the integration of information, knowledge and perspectives to better understand and respond to interrelated issues at the watershed scale.

As an on-going commitment to sharing the results of our research, IWRG will host an event in Vanderhoof (or another appropriate location), in the fall or winter of each year during which they will present the results of each year's research findings.

- If you have any questions or concerns about the research, please feel free to contact any of the individual researchers, or the research manager using the contacts below.
  - Researcher - Stephen Déry, Environmental Science and Engineering Program ([Stephen.Dery@unbc.ca](mailto:Stephen.Dery@unbc.ca)).
  - Researcher - Philip Owens, Endowed Chair in Landscape Ecology ([Philip.Owens@unbc.ca](mailto:Philip.Owens@unbc.ca)).
  - Researcher - Margot Parkes, Canada Research Chair in Health, Ecosystems and Society ([Margot.Parkes@unbc.ca](mailto:Margot.Parkes@unbc.ca)).
  - Researcher - Ellen Petticrew, Endowed Chair in Landscape Ecology ([Ellen.Petticrew@unbc.ca](mailto:Ellen.Petticrew@unbc.ca)).
  - Research Manager - Barry Booth, IWRG. ([Barry.Booth@unbc.ca](mailto:Barry.Booth@unbc.ca)) Phone: 250-960-5443.

### **NWR KEY RESOURCES**

#### ***Nechako Watershed Strategy***

The Nechako Watershed Roundtable with the support of the Fraser Basin Council have completed the first version of the Nechako Watershed Strategy. An early priority of the Roundtable, the Strategy aims to identify priority issues and actions needed to advance watershed health; highlight activities and initiatives already underway; support enhanced coordination of current activities; and propose further actions to address the issues and concerns raised by community stakeholders.

- Available at: [https://www.fraserbasin.bc.ca/Nechako\\_Watershed\\_Roundtable.html](https://www.fraserbasin.bc.ca/Nechako_Watershed_Roundtable.html)

#### ***Nechako Watershed Health Report***

The report includes a mix of 20 primary indicators, text, charts, tables, maps and photos to characterize the state of the watershed.

- Available at: [https://www.fraserbasin.bc.ca/Library/Water\\_BCWF/Nechako-Mar31-2015\\_FINAL.pdf](https://www.fraserbasin.bc.ca/Library/Water_BCWF/Nechako-Mar31-2015_FINAL.pdf)

#### ***Nechako Watershed Atlas***

Includes approximately 20 primary map layers that users can select, zoom into, query, save and print, based on their interests. It is intended that the information presented can be used by decision-makers in governments, in business and in homes to share in the responsibility of looking after the land, water, fish, wildlife and other valued features of the watershed.

## Nechako Watershed Roundtable Co-Chair & Secretariat Briefing Note

c/o Fraser Basin Council  
#207-155 George Street  
Prince George, BC, V2L 1P8

- Available at: [http://www.cmnbc.ca/atlas\\_gallery/nechako-watershed-health-atlas](http://www.cmnbc.ca/atlas_gallery/nechako-watershed-health-atlas)

### NWR TECHNICAL ADVISORY COMMITTEE

The NWR Technical Advisory Committee (TAC) is a volunteer entity created to advise on, and assist with, the Nechako Watershed Strategy development. The Terms of Reference of the TAC may change in order to accommodate the needs of the group in achieving its stated goal.

- To find out more and/or join the NWR Technical Advisory Committee (and get your name on the invite list) please contact the Secretariat via Danielle Patterson ([dpatterson@fraserbasin.bc.ca](mailto:dpatterson@fraserbasin.bc.ca)).

### SECRETARIAT ACTIVITIES

A significant portion of secretariat time over the first 6 months (of year 1 of the Transitional Budget) has been allocated to engaging with partner agencies and exploring potential opportunities (see Table 3. Secretariat Activity Highlights for more details).

**Table 3. Secretariat Activity Highlights (October 2017 to March 2018)**

Title	Description	Date
NWR and BC Water Sustainability Act Discussion	<ul style="list-style-type: none"> <li>Secretariat met with Jennifer Vigano to discuss changes under the Water Sustainability Act in relation to the NWR and Strategy.</li> </ul>	Oct 2
BC Water Sustainability Act Advisory Council Meeting	<ul style="list-style-type: none"> <li>Secretariat participated in the meeting organized by the Fresh Water Alliance to learn more about changes under the Act and potential NWR opportunities.</li> </ul>	Oct 3
CSTC NWR Engagement and AGA Delegation Preparation Meeting	<ul style="list-style-type: none"> <li>Secretariat met with Christina Ciesielski to discuss CSTC engagement and opportunities in relation to the NWR delegation to the Nov 3 AGA.</li> </ul>	Oct 3
Pooling Water Knowledge: Strengthening BC's Water Monitoring Webinar	<ul style="list-style-type: none"> <li>Secretariat participated in the webinar designed to build a better understand the state of B.C.'s watersheds in order to facilitate planning and decision-making that ensures the long-term sustainability of our freshwater resources.</li> </ul>	Oct 4
NWR Secretariat Transition Meeting (monthly)	<ul style="list-style-type: none"> <li>Secretariat staff members Theresa Fresco and Kim Menounos meet monthly to enable the transition of the NWR coordinator position.</li> </ul>	Oct 5
NWR District of Vanderhoof Delegation	<ul style="list-style-type: none"> <li>Secretariat presented a NWR update to Board members.</li> </ul>	Oct 10

92

# Nechako Watershed Roundtable Co-Chair & Secretariat Briefing Note

c/o Fraser Basin Council  
#207-155 George Street  
Prince George, BC, V2L 1P8

Title	Description	Date
UNBC and School District 91 Connections Meeting	<ul style="list-style-type: none"> <li>Secretariat participated in the discussion designed to link educational and watershed activities via multiple partners.</li> </ul>	Oct 12
NWR Annual and Core Committee Meeting	<ul style="list-style-type: none"> <li>Secretariat co-planned and implemented the meeting with UNBC IWRG.</li> </ul>	Oct 12/13
NWR City of Prince George Delegation	<ul style="list-style-type: none"> <li>Secretariat presented a NWR update to Mayor and Council.</li> </ul>	Oct 16
NWR Fraser Lake Delegation	<ul style="list-style-type: none"> <li>Secretariat presented a NWR update to Mayor and Council.</li> </ul>	Oct 25
NWR Burns Lake Delegation	<ul style="list-style-type: none"> <li>Secretariat presented a NWR update to Mayor and Council.</li> </ul>	Oct 25
NWR/CSTC Engagement and AGA Delegation Preparation Meeting	<ul style="list-style-type: none"> <li>Secretariat met with Christina Ciesielski to discuss CSTC engagement and opportunities in relation to the NWR delegation to the Nov 3 AGA.</li> </ul>	Oct 31
NWR CSTC AGM Delegation	<ul style="list-style-type: none"> <li>Secretariat presented a NWR update to Board members.</li> </ul>	Nov 3
NWR Core Committee and MLA Meeting	<ul style="list-style-type: none"> <li>Secretariat organized meeting between MLAs (Bond, Rustad and Morris) for Core Committee members to provide an update on activities and seek guidance on next steps.</li> <li>Note: Please see Attachment A: MLA Briefing Note.</li> </ul>	Nov 10
NWR RDFFG Delegation	<ul style="list-style-type: none"> <li>Secretariat presented a NWR update to Board members.</li> </ul>	Nov 16
NWR Secretariat Transition Meeting (monthly)	<ul style="list-style-type: none"> <li>Secretariat staff members Theresa Fresco and Kim Menounos meet monthly to enable the transition of the NWR coordinator position.</li> </ul>	Nov 29
NWR/NEEWS Priorities Discussion	<ul style="list-style-type: none"> <li>Secretariat met with Wayne Salewski (NEWSS) to discuss NWR priorities and activities.</li> </ul>	Nov 30
NWR Co-Chair Meeting	<ul style="list-style-type: none"> <li>Secretariat met with Brian Frenkel to discuss NWR priorities and activities.</li> </ul>	Dec 1
NWR/PICS Funding Opportunity Discussion	<ul style="list-style-type: none"> <li>Secretariat met with PICS to discuss potential water related funding opportunities.</li> </ul>	Dec 4
NWR Core Committee Meeting	<ul style="list-style-type: none"> <li>Secretariat planned, facilitated and followed up on meeting topics.</li> </ul>	Dec 4
NWR Secretariat Transition Meeting (monthly)	<ul style="list-style-type: none"> <li>Secretariat staff members Theresa Fresco and Kim Menounos meet monthly to enable the transition of the NWR coordinator position.</li> </ul>	Dec 6

## Nechako Watershed Roundtable Co-Chair & Secretariat Briefing Note

c/o Fraser Basin Council  
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Prince George, BC, V2L 1P8

<b>Title</b>	<b>Description</b>	<b>Date</b>
NWR Core Committee Meeting and Northern Development Initiative Trust Meeting	<ul style="list-style-type: none"> <li>Secretariat organized meeting between Northern Development Initiative Trust (CEO Joel McKay and CFP Brenda Gendron) and Core Committee Members to discuss potential areas of alignment between Trust funding programs and NWR priorities.</li> </ul>	Dec 6
ABCFP Urban Forests Committee Meeting	<ul style="list-style-type: none"> <li>Secretariat participated in the development of a guide for forestry professionals working in urban settings.</li> </ul>	Dec 11
NWR Co-Chair Meeting	<ul style="list-style-type: none"> <li>Secretariat met with Brian Frenkel to discuss NWR priorities and activities.</li> </ul>	Dec 18
SFGWI Peer-to-Peer Meeting	<ul style="list-style-type: none"> <li>Secretariat participated to discuss sustainable funding opportunities.</li> </ul>	Dec 20
NWR/IWRG Governance Discussion	<ul style="list-style-type: none"> <li>Secretariat met with Dr. Parkes to discuss NWR governance needs and priorities.</li> </ul>	Jan 15
BC Government Rural Development Interview	<ul style="list-style-type: none"> <li>Secretariat met with representatives of the Ministry of Forests, Lands, Natural Resource Operations, and Rural Development to discuss a new Rural Development Strategy for BC (Nechako theme).</li> </ul>	Jan 16
BC Natural Resources Forum	<ul style="list-style-type: none"> <li>Secretariat, NWR Co-Chair (Brian F.) and multiple NWR Core Committee members attended the forum and discussed NWR priorities and needs with multiple participants.</li> </ul>	Jan 16 - 18
CIRC Forum	<ul style="list-style-type: none"> <li>Secretariat moderated a session on Watershed Governance and Cumulative Impacts.</li> </ul>	Jan 18 - 19
NWR/BNRD Board Delegation	<ul style="list-style-type: none"> <li>Secretariat presented a NWR update to Board members.</li> </ul>	Jan 25
NWR Co-Chair Minister Donaldson Meeting	<ul style="list-style-type: none"> <li>Secretariat arranged a meeting between Brian F. (Co-chair) and Minister Donaldson (FLNRORD) to provide an update on the NWR and discuss upcoming priorities.</li> <li>Note: Please refer to the Attachment B Minister Briefing Note and Attachment C Co-Chair Meeting Summary for more details.</li> </ul>	Jan 25
FFGRD Sustainable Funding Discussions	<ul style="list-style-type: none"> <li>Secretariat met with FFGRD CAO Jim Martin to discuss potential sustainable funding mechanisms that could support the NWR.</li> <li>Information from this meeting will be articulated in the SFGWI Feasibility Study to be completed by March 31, 2018.</li> </ul>	Jan 26
NWR Secretariat Transition Meeting (monthly)	<ul style="list-style-type: none"> <li>Secretariat staff members Theresa Fresco and Kim Menounos meet monthly to enable the transition of the NWR coordinator position.</li> </ul>	Jan 29
ABCFP Urban Forestry Committee	<ul style="list-style-type: none"> <li>Secretariat participated in the development of a guide for forestry professionals working in urban settings.</li> </ul>	Feb 15

94

## Nechako Watershed Roundtable Co-Chair & Secretariat Briefing Note

c/o Fraser Basin Council  
#207-155 George Street  
Prince George, BC, V2L 1P8

<b>Title</b>	<b>Description</b>	<b>Date</b>
CIRC Meeting	<ul style="list-style-type: none"> <li>Secretariat met with CIRC Project Lead, Chris Buse to discuss areas of potential collaboration in climate change adaptation in northern communities.</li> </ul>	Feb 26
State of Freshwater and Governance Frameworks Interview	<ul style="list-style-type: none"> <li>Secretariat participated in an interview to inform a report for Environment and Climate Change Canada that will provide an up to date assessment of the state of knowledge on freshwater issues throughout the Fraser Basin (including the Nechako), and existing governance structures to address those issues.</li> <li>The intent is to help guide investments that will improve data and information sharing (particularly water quality information), strengthening governance arrangements, and support science-based management.</li> </ul>	Feb 27
NWR Looking Ahead Discussion	<ul style="list-style-type: none"> <li>Secretariat met with Dr. Margot P. (UNBC), Brian F. (Co-Chair) and Steve L. (Co-chair) to identify upcoming priorities.</li> </ul>	Feb 28
CIRC Meeting	<ul style="list-style-type: none"> <li>Secretariat met with CIRC representatives to discuss activities and potential areas of further collaboration.</li> </ul>	Mar 8
POLIS Webinar: Focus on the Fraser	<ul style="list-style-type: none"> <li>Secretariat presented an overview of the Nechako Watershed Roundtable to a group of water managers around the province, under the theme of 'Focus on the Fraser'.</li> </ul>	Mar 13
BC Water Sustainability Act: Allocations	<ul style="list-style-type: none"> <li>Secretariat met with Jennifer Vigano to discuss changes under the Water Sustainability Act in relation to the NWR and Strategy.</li> </ul>	Mar 13
NWR/NEEWS Priorities Discussion	<ul style="list-style-type: none"> <li>Secretariat met with Wayne Salewski (NEEWS) to discuss NWR priorities and activities.</li> </ul>	Mar 13
NWR Co-Chair Meeting	<ul style="list-style-type: none"> <li>Secretariat met with Brian Frenkel to discuss NWR priorities and activities.</li> </ul>	Mar 15
NWR/FFGRD Sustainable Funding Meeting	<ul style="list-style-type: none"> <li>Secretariat met with Jim Martin to discuss potential sustainable funding mechanisms.</li> </ul>	Mar 16
NWR/MoFLNRORD Funding Discussion	<ul style="list-style-type: none"> <li>Secretariat met with Norm Bilodeau to discuss potential provincial funding mechanisms.</li> </ul>	Mar 19
NWR/Carrier Cheslatta Nation priorities Discussion	<ul style="list-style-type: none"> <li>Secretariat met with Mike Robertson to discuss NWR priorities and activities.</li> </ul>	Mar 21
NWR/District of Vanderhoof Discussion	<ul style="list-style-type: none"> <li>Secretariat met with Mayor Theissen to discuss NWR priorities and activities.</li> </ul>	Mar 23
NWR/ PG Chamber of Commerce AGM	<ul style="list-style-type: none"> <li>Secretariat will participate in PG Chamber of Commerce AGM to discuss NWR priorities and activities and explore collaborations.</li> </ul>	Set for Mar 27

## Nechako Watershed Roundtable Co-Chair & Secretariat Briefing Note

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Note: FBC temporarily acts as the Transitional Secretariat during the NWR formative process. As the NWR develops the Secretariat role will be reviewed. The Secretariat is not responsible for implementing all aspects of the NWR. Multiple agencies collaboratively implement the activities of the Roundtable and provide services to advance the implementation of the Nechako Watershed Strategy. Secretariat duties include:

- Organizing and providing notice for all meetings;
- Documenting meeting minutes/actions/communications;
- Arranging for communications to all members.

If you and/or your agency would like to provide additional support to expanding NWR operations (governance, communications, education and program implementation) please contact the Co-Chairs or the Secretariat. Through priority and activity alignment NWR members can help ensure that the Nechako watershed is healthy for generations to come.

### **NWR CORE COMMITTEE**

The NWR Core Committee met multiple times since October 2017 (see Table 3). The primary role of the Core Committee is to progress the work of the Nechako Watershed Roundtable. Core Committee members provide leadership in keeping with the mission and goals of Nechako Watershed Roundtable. Core Committee duties include:

- Attending Core Committee meetings,
- Actively participating in discussions and decision-making process of the Core Committee. This may include sharing information as relevant to Core Committee projects and discussions, including but not limited to:
  - The Nechako Watershed Roundtable;
  - Key interests, objectives, jurisdictions and concerns;
  - Relevant data, information, and knowledge; and,
  - Policies, regulations, planning processes, referrals and decisions.
- Actively supporting activities and decisions of the Core Committee.

### **Chair Update**

Brian Frenkel (District of Vanderhoof) started as NWR Co-Chair in fall of 2017 (two year term) as Steve Litke's (FBC) term as NWR Co-Chair is nearing completion. Over the next several months the NWR Core Committee will review the Terms of Reference and follow up accordingly related to Chair / Co-Chair needs and recruitment opportunities.

- For copies of NWR Core Committee meeting notes please contact the Secretariat via Danielle Patterson ([dpatterson@fraserbasin.bc.ca](mailto:dpatterson@fraserbasin.bc.ca)).
- NWR and Core Committee Terms of Reference Available at:  
[http://www.fraserbasin.bc.ca/Library/UFR/NWR Terms of Reference Updated December 2-2015.pdf](http://www.fraserbasin.bc.ca/Library/UFR/NWR_Terms_of_Reference_Updated_December_2-2015.pdf)

96

## **Nechako Watershed Roundtable Co-Chair & Secretariat Briefing Note**

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### **FUTURE ENGAGEMENT**

Over the first 6 months (year 1) delegations primarily focused on Local governments as part of the Transition and Sustainable Funding processes. In the upcoming months increased engagement with communities, non-government organizations, First Nation, Provincial and Federal governments is required.

- If you would like a more detailed update and/or to arrange a delegation please contact the Secretariat via Kim Menounos ([kmenounos@fraserbasin.bc.ca](mailto:kmenounos@fraserbasin.bc.ca)).

### **CONTACTS**

Please feel free to contact us with questions and ideas for advancing the Nechako Watershed Strategy and any topics you would like covered in the next Co-Chair and Secretariat Briefing Note (scheduled for release in September 2018).

#### ***NWR Co-Chairs***

- Brian Frenkel, Councillor, District of Vanderhoof, T: 250 567-8320, E: [Brian.Frenkel@avison.ca](mailto:Brian.Frenkel@avison.ca)
- Steve Litke, Senior Program Manager, Watersheds and Water Resources & Sustainability Indicators, Fraser Basin Council, T: 604 488-5358, E: [slitke@fraserbasin.bc.ca](mailto:slitke@fraserbasin.bc.ca)

#### ***NWR Secretariat Staff***

- NWR Coordination - Danielle Patterson, T: 250 612-0252, E: [dpatterson@fraserbasin.bc.ca](mailto:dpatterson@fraserbasin.bc.ca)
- NWR Operations and Management - Kim Menounos, T: 250 612-0252, E: [kmenounos@fraserbasin.bc.ca](mailto:kmenounos@fraserbasin.bc.ca)
- NWR Strategic Relations - Terry Robert, T: 250 612-0252, E: [trobert@fraserbasin.bc.ca](mailto:trobert@fraserbasin.bc.ca)



# Nechako Watershed Roundtable Co-Chair & Secretariat Briefing Note

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## Attachment A - MLA Briefing Note

### NECHAKO WATERSHED ROUNDTABLE

### BRIEFING NOTE

Contact: Steve Litke and/or Brian Frenkel, Co-Chairs

#### Introduction to the Nechako Watershed Roundtable (NWR)

The NWR is a nongovernment organization with a mission “to protect and improve the health of the Nechako watershed and its communities”. The NWR is a collaborative group including representatives from Local governments and First Nations (the roundtable recognizes that aboriginal rights and title exist and must be recognized as they are defined), Provincial and Federal government agencies as well as private sector and civil society interests with a shared commitment and concern for the health of the Nechako watershed.

#### Key Interests and Aspirations

- *Watershed Health* – The NWR is interested in all aspects of the watershed, including the environment (rivers, streams, lakes, groundwater, forests, ecosystems) and the ways in which communities are dependent (forestry, recreation, economic diversification, community health) on a vibrant Nechako watershed. The Roundtable works collaboratively to ensure that community well-being (economic, environmental and social) is not limited by water availability or poor watershed functions.
- *Water Sustainability Act (WSA)* – The NWR is interested in several aspects of the WSA (brought into effect by the Liberal government) including opportunities for Water Sustainability Plans and the potential for implementing delegated authority for watershed governance. The Roundtable strives to help implement the WSA in the Nechako watershed.
- *Water and Watershed Planning* – The NWR recognizes the need for a planning process in the Nechako watershed to address water use, water storage and release, and environmental flows. Some planning options to address water use and water flow issues and opportunities in the Nechako include a Water Use Plan, a Water Sustainability Plan, and a Reservoir Management Plan. Renewed land use planning on the landscape would also help to address watershed health and community sustainability across this region.
- *Nechako Watershed Strategy* – The NWR developed a watershed strategy in 2016. This provides a framework for future projects going forward. The intent is to collaborate with partners to deliver a wide range of projects, which could include enhanced monitoring and science, stream restoration, education and awareness raising, aquifer mapping, and implementing beneficial management practices.
- *For more information* – Additional information of the NWR, interests, aspirations and projects (Nechako Watershed Health Report) can be found at [www.nechakowatershedroundtable.ca](http://www.nechakowatershedroundtable.ca).

#### Financial Support

Current NWR funding commitments include Local governments (5 municipalities and regional district electoral areas, with additional commitments under consideration) as well as the Fraser Basin Council and UNBC. This regional funding has enabled the Roundtable to leverage additional funds for investment into the region from the Real Estate Foundation of BC (multi-year agreement).

The Roundtable’s target for annual funding is a minimum of \$200,000, including \$100,000 for core operations, and \$100,000 for projects to advance the health of the Nechako Watershed. The project delivery component is scalable with an expectation that the Roundtable will grow in its capacity and project delivery over the coming years.

#### For Discussion

- Confirmation that the Province of BC plays a critical role (planning, regulatory, and financial) in advancing watershed health in the Nechako region; and
- Advice on how to strengthen the commitment of the Province of BC to support watershed health initiatives in this region for the benefit of communities, the economy, and the environment.

98

# Nechako Watershed Roundtable Co-Chair & Secretariat Briefing Note

c/o Fraser Basin Council  
#207-155 George Street  
Prince George, BC, V2L 1P8

## Attachment B - Minister Briefing Note

### NECHAKO WATERSHED ROUNDTABLE

Contact: Brian Frenkel and/or Steve Litke, Co-Chairs

#### Introduction to the Nechako Watershed Roundtable (NWR)

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#### For Discussion

- Confirmation that the Province of BC plays a critical role (planning, regulatory, and financial) in advancing watershed health in the Nechako region, and
- Advice on how to support and strengthen the commitment of the Province of BC to advance watershed health initiatives in this region for the benefit of communities, the economy, and the environment.

#### Key Interests and Aspirations

- *Watershed Health* – The NWR is interested in all aspects of the watershed, including the environment (rivers, streams, lakes, groundwater, forests, ecosystems) and the ways in which communities are dependent (forestry, recreation, economic diversification, community health) on a vibrant Nechako watershed. The Roundtable works collaboratively to ensure that community well-being (economic, environmental and social) is not limited by water availability or poor watershed functions.
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- *Nechako Watershed Strategy* – The NWR developed a watershed strategy in 2016, which provides a framework for future projects. The intent is to collaborate with partners to deliver a wide range of projects, which could include enhanced monitoring and science, stream restoration, education and awareness raising, aquifer mapping, and implementing beneficial management practices.
- *For more information* – Additional information of the NWR, interests, aspirations and projects (e.g. Nechako Watershed Health Report) can be found at [www.nechakowatershedroundtable.ca](http://www.nechakowatershedroundtable.ca).

#### Financial Support

Current NWR funding commitments include Local governments (5 municipalities and regional district electoral areas, with additional commitments under consideration) as well as the Fraser Basin Council and UNBC. This regional funding has enabled the Roundtable to leverage additional funds for investment into the region from the Real Estate Foundation of BC (multi-year agreement).

The Roundtable’s target for annual funding is a minimum of \$200,000, including \$100,000 for core operations, and \$100,000 for projects to advance the health of the Nechako Watershed. The project delivery component is scalable with an expectation that the Roundtable will grow in its capacity and project delivery over the coming years.

Nechako Watershed Roundtable  
c/o Fraser Basin Council  
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25 January 2018

Page 1 of 1

# Nechako Watershed Roundtable Co-Chair & Secretariat Briefing Note

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## Attachment C - Co-Chair Minister Meeting Summary

**Nechako Watershed Roundtable**  
**Notes from Minister Donaldson Meeting January 24<sup>th</sup> 2018**  
**11:30 -12:15 at Minister's Constituency Office in Smithers**

In Attendance: Minister Donaldson, Kevin Kriese, Ted White, Tim Sheldon and Brian Frenkel.

Presented the NWR briefing note:

- Started with how the NWR came into to being, starting with the dialogue of likeminded group working on the Nechako Watershed in 2012 then leading up to the inaugural meeting in 2015.
- Discussed the current participants of the NWR.
- Explained to the Minister how the larger RoundTable and the Core Committee works.
- Explained the Key Interests of the NWR
  - Watershed Health
  - Water Sustainability
  - Watershed Planning
- Discussed the NWR Watershed Strategy Report released in 2016 and the 3 key actions that were identified.
  - Strengthen Education, engagement and capacity of decision makers, stakeholders and the public
  - Strengthen Data, Information and Knowledge
  - Strengthen Planning, Stewardship and Best Management Practices
- Presented the two discussion points
  - Confirm that the Province of BC plays a critical role in planning, regulatory and financial in advancing watershed health in the Nechako.
  - Seeking advice from his Ministry on how best to support and strengthen the commitment of the province of BC.
- Explained to all present the economic impact the Nechako Watershed has on the Province (\$300 to \$400 million annually in Forestry (Stumpage rates) and Agriculture (Cattle sales and hay production).
- Presented our annual financial targets
  - \$100,000 for governance
  - \$100,000 for project work
- Reviewed the current funding partners.
  - Real-estate Foundation
  - FBC
  - MFLNRO
  - UNBC
- Presented the Communities who have committed to funding the Roundtable
  - Prince George
  - Vanderhoof
  - Fort St James
  - Burns Lake
  - RDFFG Salmon River and Chilako Areas
  - RDBN
- Requested the Province to match the funding from communities. Looking at a 5 year planning horizon. Requested \$70,000 annually for a 5-year period totaling \$350,000.
- Final comment from the NWR was that \$350,000 was a small price to be commit to compared to all the revenue the province receives from the Nechako Watershed.

