

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**
**RURAL DIRECTORS COMMITTEE  
AGENDA**
**Thursday, January 3, 2019**

<b><u>PAGE NO.</u></b>		<b><u>ACTION</u></b>
	<b><u>AGENDA- January 3, 2019</u></b>	<b>Approve</b>
	<b><u>Supplementary Agenda</u></b>	<b>Receive</b>
	<b><u>MINUTES</u></b>	
<b>2-7</b>	<b>Rural Directors Committee Meeting Minutes - June 7, 2018</b>	<b>Receive</b>
	<b><u>REPORTS</u></b>	
<b>8-11</b>	<b>Cheryl Anderson, Manager of Administrative Services – Bulkley Valley Christian School Society - Request for Grant in Aid – Electoral Area “A” (Smithers Rural)</b>	<b>Recommendation (Page 8)</b>
<b>12-15</b>	<b>Cheryl Anderson, Manager of Administrative Services – Bulkley Valley Community Arts Council - Request for Grant in Aid – Electoral Area “A” (Smithers Rural)</b>	<b>Recommendation (Page 12)</b>
<b>16-19</b>	<b>Cheryl Anderson, Manager of Administrative Services – The KEY Community Resource Centre Society – Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural)</b>	<b>Recommendation (Page 16)</b>
<b>20-23</b>	<b>Director Fisher, Electoral Area “A” (Smithers Rural) - Area A Public Engagement Plan – 2019</b>	<b>Receive</b>
	<b><u>STRATEGY SESSION</u></b>	
	<b><u>SUPPLEMENTARY AGENDA</u></b>	
	<b><u>NEW BUSINESS</u></b>	
	<b><u>ADJOURNMENT</u></b>	

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****RURAL DIRECTORS COMMITTEE MEETING****Thursday, June 7, 2018**

**PRESENT:** Chair Eileen Benedict

Directors Mark Fisher  
Tom Greenaway  
Bill Miller  
Rob Newell  
Mark Parker – left at 3:50 p.m.  
Jerry Petersen

Staff Melany de Weerd, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
John Illes, Chief Financial Officer  
Jason Llewellyn, Director of Planning  
Wendy Wainwright, Executive Assistant

**CALL TO ORDER**

Chair Benedict called the meeting to order at 3:19 p.m.

**AGENDA**Moved by Director Greenaway  
Seconded by Director Parker**RDC.2018-5-1**

"That the Rural Directors Committee Agenda for June 7, 2018 be approved."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****MINUTES****Rural Directors Committee Meeting Minutes -May 3, 2018**Moved by Director Newell  
Seconded by Director Greenaway**RDC.2018-5-2**

"That the minutes of the Rural Directors Committee meeting of May 3, 2018 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****REPORTS****Bulkley-Nechako Regional Transit Service – Grant in Aid**Moved by Director Parker  
Seconded by Director Fisher**RDC.2018-5-3**

"That the Rural Directors Committee receive the Regional Transit Coordinator's May 23, 2018 memo titled "Bulkley-Nechako Regional Transit Service – Grant in Aid."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Discussion took place regarding the RDBN's share of the operating cost for the Bulkley-Nechako Regional Transit Services and the Province funding the capital costs for the service for a term of 5 years.

Chair Benedict spoke of the projected budget for operating expenditures for the year and the specific use of a grant in aid contribution. Melany

de Weerd, CAO noted that the service is currently being funded by the municipalities within the region and that further information was needed by the electoral area directors to determine the use and ridership of rural residents. Further information to consider a potential service area was also discussed. Ms. de Weerd mentioned that the Regional Transit Committee consists of funding partners and a request will be forwarded to the Regional District of Fraser-Fort George, Electoral Area C Chilako River-Nechako.

Director Petersen expressed his opposition to utilizing grant in aid for the Regional Transit Service and requested clarification on the Transit Ridership Survey Residence Summary information. Ms. de Weerd provided an overview of the summary information.

Director Miller spoke to the ridership numbers and the use of the service and future consideration to establish a service area. Director Parker voiced his support for the Fraser Lake commuter bus.

Director Fisher requested information in regard to garbage pickup at bus stop locations. Ms. de Weerd noted that the RDBN does not own the land where the assets are located and that the Ministry of Transportation and Infrastructure indicated the landowner (MoTI or municipality) is responsible.

Director Newell spoke of the need for a commuter system between Houston and Smithers.

Discussion took place in regard to Directors wanting to contribute grant in aid funds to the service. Staff will forward information to the Rural Directors Committee.

CICK 93.9 FM Smithers  
 Community Radio Society  
 – Request for Grant in Aid  
 – Electoral Area “A”  
 (Smithers Rural)

Moved by Director Fisher  
 Seconded by Director Parker

RDC.2018-5-4

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that CICK 93.9 FM Smithers Community Radio Society be given \$2,000 grant in aid monies from Electoral Area “A” (Smithers Rural) for costs associated with Board development and volunteer training.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Burns Lake Mountain Biking  
 Association – Request for Grant  
 in Aid – Electoral Area “B”  
 (Burns Lake Rural)

Moved by Director Miller  
 Seconded by Director Greenaway

RDC.2018-5-5

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Burns Lake Mountain Biking Association be given \$500 grant in aid monies from Electoral Area “B” (Burns Lake Rural) for costs associated with the Big Pig Mountain Biking Festival.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**REPORTS (CONT'D)**

Lakes District Arts Council  
- Request for Grant in Aid  
- Electoral Area "B"  
(Burns Lake Rural)

Moved by Director Miller  
Seconded by Director Greenaway

RDC.2018-5-6

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Lakes District Arts Council be given \$2,000 grant in aid monies from Electoral Area "B" (Burns Lake Rural) for costs associated with events during the 2018/19 season."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Stuart Lake Sailing Club  
School - Request for Grant  
in Aid - Electoral Area "C"  
(Fort St. James Rural)

Moved by Director Greenaway  
Seconded by Director Miller

RDC.2018-5-7

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Stuart Lake Sailing Club be given \$500 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with sail camps on Stuart Lake."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Music on the Mountain Society  
- Request for Grant in Aid  
- Electoral Area "C"  
(Fort St. James Rural)

Moved by Director Greenaway  
Seconded by Director Parker

RDC.2018-5-8

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Music on the Mountain Society be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with the 2018 Music on the Mountain Festival."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Fraser Lake Elementary  
Secondary School - Track  
Team - Request for Grant in  
Aid - Electoral Area "D"  
(Fraser Lake Rural)

Moved by Director Parker  
Seconded by Director Petersen

RDC.2018-5-9

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fraser Lake Elementary Secondary School - Track Team be given \$1,500 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for costs associated with the Track Team attending Provincial Championships in Langley, B.C."

(All/Directors/Majority) CARRIED UNANIMOUSLY

## **REPORTS (CONT'D)**

Fraser Lake Elementary  
Secondary School – Sr. Girls  
Soccer Team – Request for  
Grant in Aid – Electoral Area “D”  
(Fraser Lake Rural) Moved by Director Parker  
Seconded by Director Miller

RDC.2018-5-10

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fraser Lake Elementary Secondary School – Sr. Girls Soccer Team be given \$2,500 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for costs associated with attending Provincial Championships in Penticton, B.C.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fraser Lake Elementary  
Secondary School – Golf  
Team – Request for Grant in  
Aid – Electoral Area “D”  
(Fraser Lake Rural) Moved by Director Parker  
Seconded by Director Greenaway

RDC.2018-5-11

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fraser Lake Elementary Secondary School – Golf Team be given \$1,000 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for costs associated with the Golf Team attending Provincial Championships in Osoyoos, B.C.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

School District 91– Request  
for Grant in Aid  
– Electoral Area “E”  
(Francois/Ootsa Lake Rural) Moved by Director Miller  
Seconded by Director Petersen

RDC.2018-5-12

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that School District 91 be given \$4,200 grant in aid monies from Electoral Area “E” (Francois/Ootsa Lake Rural) for costs associated with the Southside (Area E) WOW Bus Service.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Nechako Valley Search  
and Rescue Society  
– Request for Grant in Aid  
– Electoral Area “F” (Vanderhoof  
Rural) Moved by Director Petersen  
Seconded by Director Newell

RDC.2018-5-13

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Nechako Valley Search and Rescue Society be given \$2,500 grant in aid monies from Electoral Area “F” (Vanderhoof Rural) for its 3 bay heated garage project.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **DEVELOPMENT SERVICES**

### **Referrals**

Land Referral File No. 0272093 Moved by Director Petersen  
Brian Pollard – Electoral Area Seconded by Director Newell  
“F”

RDC.2018-5-14

“That the comment sheet titled “Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral No.0272093” be provided to the Province as the Regional District’s comments on Crown Land Referral 0272093.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No. 6402533 Moved by Director Newell  
and 6402543 – Electoral Area Seconded by Director Miller  
“G”

RDC.2018-5-15

“That the comment sheet titled “Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral No.6402533 and 6402543” be provided to the Province as the Regional District’s comments on Crown Land Referral 6402533 and 6402543.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **NEW BUSINESS**

2018 Property Tax Notice

John Illes, Chief Financial Officer spoke to the letter from the Ministry of Finance in regard to the 2018 property tax notice in regard to a printing error that prevented some of the 2018 property tax notices in certain areas from being issued. The letter indicates that the province has extended the property tax due date to address the delay.

RBA (Northwest Resource Benefits Alliance)

Director Miller brought forward the RBA distribution model for discussion. He spoke of the deficits in the rural areas within the Regional District and requested that the Rural Directors Committee provide information to staff in regard to deficits within their electoral areas.

Buckflats Meeting with BC Community Forest and FLNRORD

Director Newell mentioned that on Wednesday, May 30, 2018 he attended a meeting with Buckflats residents, BC Community Forest and Ministry of Forests, Lands, Natural Resource Operations and Rural Development representatives to discuss the logging of the spruce beetle in the area. Discussion took place in regard to regulations in recreational areas.

7

**ADJOURNMENT**

Moved by Director Petersen  
Seconded by Director Newell

RDC.2018-5-16

"That the meeting be adjourned 3:54 p.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

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Eileen Benedict, Chair

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Wendy Wainwright, Executive Assistant

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

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

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

**DATE: December 19, 2018**

**SUBJECT: Bulkley Valley Christian School Society – Request for Grant in Aid – Electoral Area “A” (Smithers Rural)**

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Attached is a request for Grant in Aid monies from the Bulkley Valley Christian School Society.

The Society is seeking \$1,200 from Electoral Area “A” (Smithers Rural) grant in aid monies for the purchase of emergency kits.

Director Fisher has indicated that he is supportive of providing \$900 toward the application.

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

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Bulkley Valley Christian School Society be given \$900 grant in aid monies from Electoral Area “A” (Smithers Rural) for the purchase of emergency kits.”



**Cheryl Anderson**

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**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** December 17, 2018 2:19 PM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"  
**Attachments:** 5c1820f073ebb-RDBN grant application 2018 for emergency kits.docx



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

APPLICATION SUBMITTED BY:

***Bulkley Valley Christian School Society***

Mailing Address:  
Box 3635

Email:

*gposthuma@bvcs.ca*

Contact Person:

*Glenda 250-847-4238 fax#250-847-3564*

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Emergency kits*

Amount Requested:

*1200.00*

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?

*Bulkley Valley Christian is available as a ESS Reception Centre as per agreement with the Regional District of Bulkley Nechako.*

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

*Bulkley Valley area.*

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

*BVCS is a non-profit/ registered chairty school K-12.*

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

*BVCS has approximately 50 volunteers who serve in a variety of ways. BVCS was established in 1961.*

**PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*other purpose*

Other Assistance Requested:

*Emergency kit for each class room.*

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 emergency kits can be used for school emergency or in the event that the community has an emergency. These kits can also be used by the community in case the facilities are needed.*

Describe how this proposal will benefit the community:

*This is will aid the community in case of an emergency and the school needs to be used as an ESS reception centre.*

**FUNDING AND FINANCIAL INFORMATION**

files Submitted:

*5c1820f073ebb-RDBN grant application 2018 for emergency kits.docx*



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

No

If not, please comment.:

Name of Grant or Funding Agency1:

Amount Applied for 1:

Status of Grant Application1:

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.

Year, Amount and Purpose for assistance

Year, Amount and Purpose for assistance

Yes

2017 - \$2600 DeFibrillator

2018- \$400 Litterathon (clean  
ditches also hwy 16)

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

Yes

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

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

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

**DATE: December 19, 2018**

**SUBJECT: Bulkley Valley Community Arts Council – Request for Grant in Aid – Electoral Area “A” (Smithers Rural)**

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Attached is a request for Grant in Aid monies from the Bulkley Valley Community Arts Council.

The Council is seeking \$2,000 from Electoral Area “A” (Smithers Rural) grant in aid monies for costs associated with the Arts Council Gala Bursary Fundraiser.

Director Fisher has indicated that he is supportive of providing \$500 toward the application.

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

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Bulkley Valley Community Arts Council be given \$500 grant in aid monies from Electoral Area “A” (Smithers Rural) for costs associated with the Arts Council Gala Bursary Fundraiser.”



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

APPLICATION SUBMITTED BY:

***Bulkley Valley Community Arts Council***

Mailing Address:

*Box 3971, Smithers, VOJ 2N0*

Email:

[info@bvarts.com](mailto:info@bvarts.com)

Contact Person:

*Sharon MacGregor, 250 643 0135*

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Arts Council Gala - Bursary Fundraiser*

Amount Requested:

*2000*

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 BVCAC's mandate is to increase the awareness of and access to the arts for the residents of the Bulkley Valley. This is done by providing grants to qualifying groups or individuals; funding special community art projects; providing an annual bursary to qualifying students. Our members at times apply to other organizations, such as the Northern Development Initiative Fund.*

14

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

*BVCAC serves the area from Houston to Hazelton. The population in this area stands at approximately 22 000.*

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

*Our board members are volunteers. Member groups may apply for grants for activities that fit within our mandate.*

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

*The BVCAC was established in 1980. We are a board of seven volunteers, and have 30 member groups.*

## **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:

*BVCAC's Masquerade Gala is a bursary fundraiser at Glenwood hall. It is a showcase of Bulkley Valley artists' talent. BVCAC members and the public are invited to attend, view and celebrate the work/art produced by BVCAC members.*

*"Spotlight shows" will highlight a different local artist, live at work, every 15 minutes throughout the evening in a dynamic fashion.*

*Local community radio DJs will provide musical entertainment throughout the evening, and liquor will be sold.*

Describe how this proposal will benefit the community:

*All proceeds from the evening go to our Bursary Fund. An annual bursary of \$1500 is awarded to a student of the Bulkley Valley continuing into a post-secondary Arts-related program. This is a competitive bursary and at times we award to more than one student, and exceed our bursary amounts due to the exceptional quality of applicants.*

*Additionally, the community as a whole benefits from the this showcase of Valley artists. The event increases awareness of, and access to the arts, and celebrates specific artists from our region.*

*A safe ride home from the rural setting of Glenwood Hall, provided by Band Boosters, makes attendance more inviting and attainable.*

**FUNDING AND FINANCIAL INFORMATION**

files Submitted:

5c1992beada5d-BUDGET for February 2019  
BVCAC Masquerade Gala.docx

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

No

If not, please comment.:

*The BVCAC will cover all costs not covered by this potential RDBN grant.*

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

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.

Yes

Year, Amount and Purpose for assistance

*Thank you for your grant for our 2017 BVCAC Masquarade gala, which allowed us to raise a small amount for bursaries on an evening of an epic November snowstorm.*

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?:

Yes

Provide an opportunity for individuals to make direct contributions?:

Yes

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

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

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

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

**DATE: December 18, 2018**

**SUBJECT: The KEY Community Resource Centre Society– 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 KEY Community Resource Centre Society.

The Society is seeking \$1,500 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with the winter weather shelter.

Director Greenaway has indicated that he is supportive of providing \$1,000 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 KEY Community Resource Centre Society be given \$1,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with the winter weather shelter.”**



**Cheryl Anderson**

**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** December 7, 2018 1:25 PM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"  
**Attachments:** 5c0ae531e97b2-Dec22 2017 to Apr 29 2018 Shelter Invoice to Nakazdli George invoice Summary.docx



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

APPLICATION SUBMITTED BY:

***The KEY Community Resource Centre  
 Society***

Mailing Address:  
 360 Stuart Dr West, Fort St. James, BC. V0J  
 1P0

Email:  
 Contact Person:

*thekeyresourcecentre@outlook.com*  
 Bernice Wilkes, 778-978-0796

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Extreme Weather Winter Homeless Shelter*

Amount Requested: 1500

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?

*There is nothing else like the KEY in the region. There is no men's or low-barrier shelter in FSJ. The KEY Resource Center provides drop-in services for any one in FSJ area. We provide access to resources for patrons. We administer STD testing, opioid studies, influenza clinics, etc. WE also administer the extreme weather shelter program for BC Housing.*

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

*Stuart Lake, Nation Lakes. RDBN Area C, Fort St. James, Yekooche, Nak'azdli, Tl'azt'en, Takla Landing*

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

*We have 2 part time staff hired to run the KEY drop-in services. Our officers, B.O.D, etc are not paid. We hire 4 staff for the shelter (2 per shift rotation).*

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

*Our B.O.D has 5 members. We have volunteers everyday for various tasks at the KEY. The community and the patrons of the KEY volunteer and keep us going as we need.*

## 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:

*We are looking to purchase items that are needed to open up the winter weather shelter for 2018-2019. There are some appliances, dishes, safety equipment, blankets, other materials to purchase.*

Describe how this proposal will benefit the community:

*People will be out of the cold and off the streets. They can have a safe, warm place to go when their home/ life situation forces them out. The RCMP will have an option to help these people rather than taking them to holding cells.*

**FUNDING AND FINANCIAL INFORMATION**

5c0ae531e97b2-Dec22 2017 to Apr 29 2018  
Shelter Invoice to Nakazdli George invoice  
Summary.docx

files Submitted:

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

**Yes**

If not, please comment.:

Name of Grant or Funding Agency1:

*BC Housing*

Amount Applied for 1:

*on-going operating costs*

Status of Grant Application1:

*Pending*

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:

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**

## **Area A public engagement plan - 2019**

### **Contact info:**

- 250-877-8434 (cell)
- [mark.fisher@rdbn.bc.ca](mailto:mark.fisher@rdbn.bc.ca)
- facebook: follow 'markfisherpolitical'
- [www.rdbn.bc.ca](http://www.rdbn.bc.ca)
- RDBN staff: 1-800-320-3195. 8:30 – 4:30 Monday to Friday. Email addresses for departments and staff on the RDBN website or contact Mark.

### **Public engagement:**

- Monthly office hours. First Wednesday of each month. Come discuss any issue and find out more what the RDBN does for you. Smithers Town Hall 11:00 am to 2:00 pm. Telkwa Village Office 3:30 – 6:30 pm.
- Monthly reports to Smithers and Telkwa council. Smithers - first Tuesday of the month. Telkwa – third Tuesday of the month.
- Facebook post - copy of council reports, my position on current issues, as well as various RDBN information.
- Survey Monkey Survey - short online survey for the months of April, May, June. Stay tuned for the link.
- Special mobile office hours – on the bus, at your local community hall, or perhaps even at your mailbox. Summer only. Stay tuned for locations.

### **RDBN Area A Public Engagement Calendar for 2019**

#### **January: Get to know the RDBN.**

- January 8 – monthly update to Smithers Council. Finance Department presentation to Council regarding 2019 budget.
- January 9 – First Area A monthly office hours. Come discuss any issue and find out more what the RDBN does for you. Smithers Town Hall 11:00 am to 2:00 pm. Telkwa Village Office 3:30 – 6:30 pm.
- January 9 – APC presentation. Come find out what an Regional District Electoral Area APC does. Telkwa Village Office. 7:00?
  - o ACTION - Confirm date and time with Jason. Feb/March?
- January 22 – monthly update to Telkwa Council. Finance Department presentation to Council regarding 2019 budget.

#### **February: Emergency Planning.**

- o ACTION – complete survey monkey survey for April/May/June (focus on recreation and library) by mid month. Confirm date and submit link to be included in tax notice.
- February 6 – Area A monthly office hours. Come discuss any issue and find out more what the RDBN does for you. Smithers Town Hall 11:00 am to 2:00 pm. Telkwa Village Office 3:30 – 6:30 pm.
- February 12 – monthly update to Smithers Council.

- February 13, 20, 27 – Emergency planning. This important workshop will focus on emergency planning for farms but will begin with a ½ hour presentation on Fire Smarting any and all rural properties.
  - o February 13 - Round Lake Hall. 6:30 – 9:30.
  - o February 20 – Paul Lychak Hall. 6:30 – 9:30.
  - o February 27 – Glenwood Hall. 6:30 – 9:30.
- February 26 – monthly update to Telkwa Council.

March: Budgets and taxes – what do you pay for, how, and why.

- March 1, 2 – Carrots to Cattle Conference trade show booth – come fill out the Area A 2019 survey and give your thoughts on a range of issues.
- March 6 – Area A monthly office hours. Come discuss any issue and find out more what the RDBN does for you. Smithers Town Hall 11:00 am to 2:00 pm. Telkwa Village Office 3:30 – 6:30 pm.
- March 12 – monthly update to Smithers Council.
- March 27 – Special Area A Budget open house. Come learn more about Area A local service area budgets, as well as the proposed 2019 RDNB budget. Presentations by Area A service providers: BV Pool, BV TV Rebroadcasting Society, Northern Society for Domestic Peace (Victim Services), Telkwa (Joint Services – Telkwa Fire Protection Districts, foot bridge), Smithers (Joint Services – Smithers Fire Protection, Smithers Recreation and Culture Service), Smithers Community Service (Smithers and Area Transit), and Area A Grants. Smithers Town Hall? (or Old Church?) 6:30 – 8:30.
  - o ACTION – confirms with service providers and venue.
- March 26 – monthly update to Telkwa Council.

April: Rural Recreation and The Library / Art Gallery Project. Give your thoughts!

- April 3 - Area A monthly office hours. Come discuss any issue and find out more what the RDBN does for you. Smithers Town Hall 11:00 am to 2:00 pm. Telkwa Village Office 3:30 – 6:30 pm.
- April 9 – monthly update to Smithers Council.
- Office on wheels! I'll be riding the buss all day and will pick up your fare if you want to hop on at any point to chat about anything RDBN related. Remember that you may 'flag the bus' in the rural areas at designated locations. Give Smithers Community Service Association or myself a call to find your closest regular or flag stop.
  - o April 10 – Route 22 and 23
    - Early morning (I'll bring the coffee!): 7:00 am leave Telkwa to Smithers, 7:29 leave Smithers to Witset, 8:10 leave Witset to Smithers, 8:45 leave Smithers to Telkwa.
    - Afternoon: 4:05 pm leave Telkwa to Smithers, 4:30 leave Smithers to Telkwa.
    - Evening: 5:00 pm leave Telkwa to Smithers, 5:24 leave Smithers to Witset, and back to Telkwa by 7:00 pm.
  - o April 17 – Route 162
    - Morning - 11:30 leave Smithers to Telkwa to Houston.

- Afternoon – 1:00 leave Houston to Telkwa to Smithers.
- ACTION – Request RDBN Board and Smithers and Area Transit for free tickets as promotion.
- April 23 – monthly update to Telkwa Council.

May: Rural Recreation and The Library / Art Gallery Project. Give your thoughts!

- ACTION – Grant in Aid memo to Board for summer ‘pop up office’ refreshments. \$100 x 3 days = \$300).
- May 1- Area A monthly office hours. Come discuss any issue and find out more what the RDBN does for you. Smithers Town Hall 11:00 am to 2:00 pm. Telkwa Village Office 3:30 – 6:30 pm.
- May 3, 4 - Smithers and Area Trade Show – come fill out the Area A 2019 survey and give your thoughts on a range of issues.
- May 14 – monthly update to Smithers Council.
- May 22 – Regional Library public feedback on Main Street (day) and Telkwa ice cream shop/museum (evening).
- May 28 – monthly update to Telkwa Council.

Summer 2018.

- June 6, July 3, August 7 - Area A monthly office hours. Come discuss any issue and find out more what the RDBN does for you. Smithers Town Hall 11:00 am to 2:00 pm. Telkwa Village Office 3:30 – 6:30 pm.
- June 11, July 9, August 13 – monthly update to Smithers Council.
- June 25, July 23, August 27 – monthly update to Telkwa Council.
- Pop up office! Coffee and treats under a pop up tent. Come by for a chat and a coffee and treat.

	6:30 am to 8:30 am.	11:00 am to 1:00 pm.	4:00 pm to 7:00 pm.
June 12	Walcott Road and Highway 16 (or Quick?) mailboxes	Seymour Lake Beach	Paul Lychak Hall (parking lot)
July 10	Alder Road mailboxes	Lake Kathlyn Beach	Driftwood School House (mailboxes)
August 14	Slack Road mailboxes	Lunan Road Boat Launch	Round Lake Hall (beach side)

September: The not so romantic but ever so important waste management.

- September 4 - Area A monthly office hours. Come discuss any issue and find out more what the RDBN does for you. Smithers Town Hall 11:00 am to 2:00 pm. Telkwa Village Office 3:30 – 6:30 pm.
- September 10 – monthly update to Smithers Council.
- September 7 or 14. Smithers Telkwa Transfer Station BBQ and Solid Waste Information session. 8:00 am to 5:00 pm.

- ACTION – discuss with: Environmental Services, BV partners/community groups.
- ACTION – Event plan / GIA memo to Board by end of June. Include:
  - Budget (\$500 refreshments to YFBW, Grendel).
  - Food safety plan – Mark
  - Logistics: Mark has event gear to keep cost down.
  - Advertising: Community partners
  - Staff implications: Information display? Meet/great? Other?
- September ? – monthly update to Telkwa Council.
  - ACTION – Confirm date of Telkwa Sept meeting

October: Youth and Local Government?, Connectivity? Transit? Ec/Dev? Other?

- October 2 - Area A monthly office hours. Come discuss any issue and find out more what the RDBN does for you. Smithers Town Hall 11:00 am to 2:00 pm. Telkwa Village Office 3:30 – 6:30 pm.
- October 8 – monthly update to Smithers Council.
- October 22 – monthly update to Telkwa Council.

November – Monthly theme: to be decided

- November 6 - Area A monthly office hours. Come discuss any issue and find out more what the RDBN does for you. Smithers Town Hall 11:00 am to 2:00 pm. Telkwa Village Office 3:30 – 6:30 pm.
- November 12 – monthly update to Smithers Council.
- November 26 – monthly update to Telkwa Council.

December – No monthly theme. Enjoy the holidays.

- No monthly office hours. Please contact me any time by phone or email with any concerns or questions. Thanks.
- December 10 – monthly update to both Smithers and Telkwa Councils