



A G E N D A

Tuesday, October 16, 2018

in the Regional District Office Boardroom, 1981 Alaska Avenue, Dawson Creek, BC
10 a.m.

1. CALL TO ORDER: Director Goodings to Chair the meeting
2. DIRECTOR'S NOTICE OF NEW BUSINESS:
3. ADOPTION OF AGENDA:
4. ADOPTION OF MINUTES:
 - M-1 Electoral Area Directors' Committee Minutes of August 16, 2018 (Page 2)
5. BUSINESS ARISING FROM THE MINUTES:
6. DELEGATIONS
7. CORRESPONDENCE:
8. REPORTS:
 - R-1 October 9, 2018 - Crystal Brown, Electoral Area Manager - Letterhead and Staff Resourcing Policies (Page 5)
 - R-2 September 30, 2018 - Erin Price, Bylaw Enforcement Officer - Bylaw Enforcement Quarterly Update (Page 13)
 - R-3 October 11, 2018 - Karen Goodings, Director, Electoral Area B - NDIT: Connecting BC Grants (Page 21)
9. DISCUSSION ITEMS:
 - DI-1 Economic Development Options for 2019
 - DI-2 August 16, 2018 News Item - MLA Bernier Concerned About the Impact of ALR Recommendations on the Oil and Gas Industry (Page 50)
 - DI-3 Municipal Participation in Planning Presentation: Recap and Next Steps
 - DI-4 Proportional Representation Referendum
10. NEW BUSINESS:
11. COMMUNICATIONS:
12. DIARY: (Page 51)
13. ADJOURNMENT:



PEACE RIVER REGIONAL DISTRICT

ELECTORAL AREA DIRECTORS' COMMITTEE MEETING MINUTES

DATE: August 16, 2018
PLACE: Regional District Office Boardroom, Dawson Creek, BC
PRESENT:

DIRECTORS: Karen Goodings, Electoral Area 'B' (Chair)
Brad Sperling, Electoral Area 'C'
Leonard Hiebert, Electoral Area 'D'
Dan Rose, Electoral Area 'E'

STAFF: Shawn Dahlen, Acting CAO
Crystal Brown, Electoral Area Manager
Tyra Henderson, Corporate Officer
Trish Morgan, General Manager of Community Services
Deborah Jones-Middleton, Protective Services Manager
Fran Haughian, Communications Manager
Barb Coburn, Recording Secretary

DELEGATION Barry Follensbee, BC Grain Producers
Sharla Pearce, BC Grain Producers
Garnet Berg, BC Grain Producers

CALL TO ORDER: The Chair called the meeting to order at 10 a.m.

DIRECTORS NOTICE OF NEW BUSINESS:

Director Hiebert OGC and Oversight Committee
IOGCC Meeting in Idaho

ADOPTION OF AGENDA:

August 16, 2018 Agenda MOVED by Director Hiebert, SECONDED by Director Rose,
That the Electoral Area Directors' Committee agenda for the August 16, 2018 meeting
be adopted:
CALL TO ORDER: Director Goodings to Chair the meeting
DIRECTOR'S NOTICE OF NEW BUSINESS:
ADOPTION OF AGENDA:
ADOPTION OF MINUTES:
M-1 Electoral Area Directors' Committee Minutes of July 21, 2018
BUSINESS ARISING FROM THE MINUTES:
DELEGATIONS
CORRESPONDENCE:
REPORTS:
R-1 July 16, 2018 - Claire Negrin, Acting General Manager of Development Services -
Appointments to the Agricultural Advisory Committee (referred by the Board)
R-2 August 7, 2018 - Deborah Jones-Middleton, Protective Services Manager - Charlie Lake Fire
Department Update
R-3 August 9, 2018 - Shawn Dahlen, Acting Chief Administrative Officer - Area B Potable Water
Budget Update

ADOPTION OF AGENDA:

DISCUSSION ITEMS:
NEW BUSINESS:
COMMUNICATIONS:
DIARY:
ADJOURNMENT:

CARRIED.

ADOPTION OF MINUTES:

M-1
July 19, 2018 EADC
meeting minutes

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Electoral Area Directors' Committee Minutes of July 19, 2018 be adopted.
CARRIED.

REPORTS:

R-1
July 16/18 -
Appointments to the
Agricultural Advisory
Committee

MOVED by Director Rose, SECONDED by Director Sperling,
That the Electoral Area Directors Committee recommend that the Regional Board
dissolve the Agricultural Advisory Committee; further, that members of the 2017
Committee and those whose names were put forward for the 2018 term be provided
with written letters thanking them for their volunteerism; further, that the member
groups be advised that they may bring forward concerns or suggestions to either the
Electoral Area Directors' Committee or the Board by registering to appear as a
delegation.

CARRIED.

R-2
Charlie Lake Fire
Department Update

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Electoral Area Directors' Committee recommend that the Board direct staff
to:

- a. enter into discussions with Brant Tractor to determine access to their water cistern for firefighting response once the Charlie Lake Fire Department is staffed with a Chief and Deputy;
- b. enter into discussions with the City of Fort St. John regarding a Comprehensive Development Plan that would include not only zoning and land use matters but also the provision of services outside City boundaries, including but not limited to fire protection and water services as requested in their letter of June 28, 2018; and
- c. enter into discussions with the District of Taylor regarding the extension of Mutual Aid into the additional expansion areas once the Charlie Lake Fire Department is staffed with a Chief and Deputy; and report back to the Electoral Area Directors' Committee with the results of the discussions.

CARRIED.

DELEGATIONS:

D-1
BC Grain

Barry Follensbee, Sharla Pearce, and Garnet Berg of the BC Grain Producers expressed their concerns regarding the poor condition and maintenance of rural roads in the Rolla area and the lack of attention to these concerns from both Cariboo Road Service and the Ministry of Transportation and Infrastructure (MOTI).

The delegates also expressed concerns regarding the lack of connectivity from Telus, both cellular and land line, and invasive weed control from MOTI, specifically the amount of scentless chamomile and thistle growing along the ditches in the region.

Recess The meeting recessed at 11:24 a.m.

Reconvene The meeting reconvened at 11:31 a.m.

REPORTS [CONTINUED]:

R-3
Area B Water Budget
Update

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the August 9, 2018, report from Shawn Dahlen, Deputy Chief Administrative
Officer regarding the Area B Water Budget Update be received for information.

CARRIED.

NEW BUSINESS:

NB-1
OGC and Oversight
Committee

MOVED by Director Hiebert, SECONDED by Director Rose,
That the Electoral Area Directors' Committee recommend that the Board send a letter
to BC Oil & Gas Commissioner Paul Jeakins and Deputy Minister of Energy, Mines and
Petroleum Resources Dave Nikolesjin requesting clarification of the following:

- the oversight committee, its members and roles;
- the process for the community working group to forward their recommendations
to the oversight committee;
- how and on what timeline the community working group can expect responses
from the oversight committee; and

further, that the letter include a request for a facilitator for the community group
meetings in the absence of Alex Ferguson and a further request for industry
representation at the community working group level as soon as possible.

CARRIED.

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Board authorize Chair Sperling and Vice Chair Rose to meet as necessary with
BC Oil & Gas Commissioner Paul Jeakins and Deputy Minister of Energy, Mines, and
Petroleum Resources Dave Nikolesjin regarding the Northeast Oil & Gas Advisory
Group to ensure a mutual understanding of the role of the local committee(s) and the
oversight committee and to ensure the continued forward momentum of the
committee to address oil and gas activity in Farmington and other areas of the region.

CARRIED.

NB-2
IOGCC Meeting in Idaho

MOVED by Director Hiebert, SECONDED by Director Sperling,
That the Board authorize Director Hiebert to attend the International Committee
Interstate Oil and Gas Compact Commission (IOGCC) in Idaho on October 1, 2018 to
present on efforts underway to improve community engagement regarding the
increased concentration of oil and gas development in Farmington.

ADJOURNMENT: The Chair adjourned the meeting at 12:20 p.m.

Karen Goodings, Chair

Barb Coburn, Recording Secretary



REPORT

To: Electoral Area Directors Committee

Date: October 9, 2018

From: Crystal Brown, Electoral Area Manager

Subject: Letterhead and Staff Resourcing Policies

RECOMMENDATION:

That the Electoral Area Directors' Committee receive the attached draft Board Policies regarding Regional District Letterhead and Staff Resourcing for discussion.

BACKGROUND/RATIONALE:

It was discussed during the April 16th, 2018 Electoral Area Directors' Committee that the Electoral Area Directors were not in favor of the proposed Electoral Area Manager Policy, and furthermore, staff were to make changes and bring the report back to a future Electoral Area Directors' Committee.

ALTERNATIVE OPTIONS:

That the Electoral Area Directors' Committee give further direction to staff.

STRATEGIC PLAN RELEVANCE:

- ☐ Ensure that the Solid Waste Management Plan is operating on a fiscally defensible basis.
- ☐ Ensure effective execution of Public Safety and Emergency Services initiatives.
- ☐ Foster Collaboration on services with municipalities and electoral areas.
- ☐ Establish a strategy for coordinated advocacy on identified issues.
- ☐ Manage parks and trails in the region.
- ☐ Support the agricultural industry within the regional district.
- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

COMMUNICATIONS CONSIDERATION(S):

OTHER CONSIDERATION(S):

ATTACHMENTS:

1. Regional District Letterhead Policy
2. Staff Resourcing Policy

Staff Initials: *CB*

Dept. Head:

October 16, 2018

CAO:

[Signature]

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**Regional District Letterhead**

Department		Policy No.	
Section		Date Approved by Board	
Repeals		Board Resolution #	

Amended		Date Approved by Board	
		Board Resolution #	
Repealed		Date Approved by Board	
		Board Resolution #	

1. Purpose

The purpose of the Policy is to outline the process to be followed when issuing correspondence on Regional District Letterhead.

2. Definitions**3. Policy**

3.1 Regional District letterhead is to be used on all written correspondence from the Regional District to outside agencies.

3.2 Regional District letterhead is not to be modified in any way.

3.3 Regional District letterhead shall not be used for personal matters.

3.4 Regional District letterhead must not contradict an established position of the Board.

3.5 Access by Directors to Regional District letterhead must be via the Chief Administrative Officer or Corporate Officer.

3.6 Regional District **Board** Letterhead is not to be used to express personal opinion.

3.7 All communication approved by the Board, will be issued on Regional District **Board** Letterhead.

3.8 All Electoral Area communication without Board approval will be issued on Regional District **Electoral Area Director** Letterhead and addressed at the top "From the Office of Electoral Area XX".



PEACE RIVER REGIONAL DISTRICT

From the Office of Electoral Area B

R-1



Area B

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PLEASE REPLY TO:

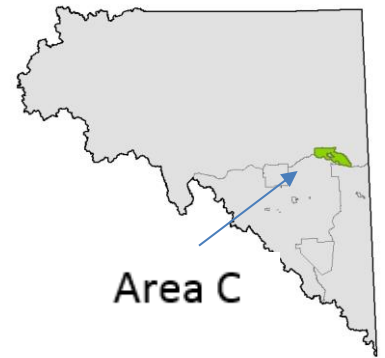
☒ Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8 Tel: (250) 782-0291 Fax: (250) 784-670-7773 Fax: (250) 784-3201 Email: prrd.dc@prrd.bc.ca
☐ 9505 100 St, Fort St. John, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-1125 Email: prrd.fsj@prrd.bc.ca



PEACE RIVER REGIONAL DISTRICT

From the Office of Electoral Area C

R-1



Area C

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PLEASE REPLY TO:

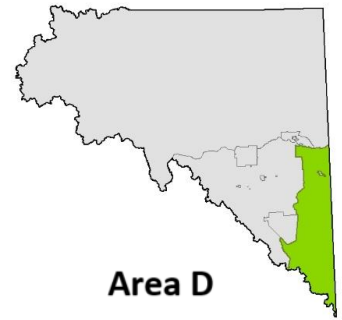
☒ Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8 Tel: ~~October 16, 2018~~ 670-7773 Fax: (250) 784-3201 Email: prrd.dc@prrd.bc.ca
☐ 9505 100 St, Fort St. John, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-1125 Email: prrd.fsj@prrd.bc.ca



PEACE RIVER REGIONAL DISTRICT

From the Office of Electoral Area D

R-1



Area D

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PLEASE REPLY TO:

☒ Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8 Tel: (250) 784-6700 Fax: (250) 784-7773 Email: prrd.dc@prrd.bc.ca
☐ 9505 100 St, Fort St. John, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-1125 Email: prrd.fsj@prrd.bc.ca



PEACE RIVER REGIONAL DISTRICT

From the Office of Electoral Area E

R-1



Area E

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PLEASE REPLY TO:

☒ Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8 Tel: **October 16, 2018** 670-7773 Fax: (250) 784-3201 Email: prrd.dc@prrd.bc.ca
☐ 9505 100 St, Fort St. John, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-1125 Email: prrd.fsj@prrd.bc.ca

**Staff Resourcing**

Department		Policy No.	
Section		Date Approved by Board	
Repeals		Board Resolution #	

Amended		Date Approved by Board	
		Board Resolution #	
Repealed		Date Approved by Board	
		Board Resolution #	

1.0 Purpose

This Policy applies to all work tasks requested by individual Directors, Committees or Board Members to staff.

The purpose of the Policy is to outline the process to be followed when:

- 1.1 Directors direct work to staff through the Chief Administrative Officer.
- 1.2 The Electoral Area Directors direct work to the Electoral Area Manager.
- 1.3 The Electoral Area Directors direct work to the Electoral Area Manager that involves other staff.

2.0 Definitions**3.0 Policy**

- 3.1 All direction to staff should pass through the Chief Administrative Officer, or designate.
- 3.2 The Chief Administrative Officer is to be copied on or notified of any work requests made on staff by Directors.
- 3.3 Director requests involving less than four hours of staff time should be made in advance and accommodated by staff where possible.
- 3.4 Director requests involving more than four hours of staff time must be approved by the Board.



3.5 The Electoral Area Directors may assign work directly to the Electoral Area Manager.

3.6 Requests by an Electoral Area Director to the Electoral Area Manager for support on a larger projects requires the approval of the Chief Administrative Officer.

3.7 Requests by an Electoral Area Director to the Electoral Area Manager for support on a specific task that requires the support of other staff in excess of four hours requires the approval of the Board.

3.8 Direction to staff cannot be contrary to an established position of the Board.



REPORT

To: Chair and Directors

Date: September 30, 2018

From: Erin Price, Bylaw Enforcement Officer

Subject: Bylaw Enforcement Quarterly Update

RECOMMENDATION(S):

That the Electoral Area Directors' Committee receive the September 30, 2018 Bylaw Enforcement Quarterly Update for information.

BACKGROUND/RATIONALE:

Attached is a table summarizing the enforcement files; current to September 30, 2018. To date, there are a total of 28 Bylaw Enforcement Files (Active and Inactive).

Active Files - shaded blue:

There are 23 active enforcement files.

- All new files since the last report have been closed.
- No new action has been taken on File No. 16-213 WILLIAMS- pending hazardous materials testing.

Inactive or On Hold Files- shaded green:

There are 5 inactive or "on hold" files.

- File 11-194 Ward – At the June 14, 2018 Regional Board meeting, the TUP was approved pending receipt of confirmation of an ALC security and reclamation plan. We have confirmation that the security has been paid. The applicant is working with the ALC to provide the reclamation plan. The reclamation plan required by the ALC was for the gravel extraction area, not the work camp. Confirmation from the ALC was requested on September 27, 2018.
- File 16-111 Aitchison - has applied to the Board of Variance.
- File 16-097 Haney - has applied for re-zoning and variances; although a meeting to address the remaining contraventions that are not covered in the application was cancelled. The planning report should move ahead without further input from the landowner.
- File 15-103 Gardner - Received 3rd reading for rezoning at the May 24th Regional Board meeting, with final consideration pending the driveway re-location and a restrictive covenant being registered on title re: landscaping. A site inspection on July 5, 2018 found the property to be mostly clear of storage. This property has been placed under Evacuation Order by the PRRD due to the landslide in the Old Fort area.
- File 10-107 Samuel Ranch- has been placed on hold pending the outcome of the ALC Compliance and Enforcement investigation.

Closed Files - shaded orange:

15 files have been closed this quarterly period.

Staff Initials:

Dept. Head:

October 16, 2018

CAO:

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ALTERNATIVE OPTIONS:

N/A

STRATEGIC PLAN RELEVANCE:

- ☐ Ensure that the Solid Waste Management Plan is operating on a fiscally defensible basis.
- ☐ Ensure effective execution of Public Safety and Emergency Services initiatives.
- ☐ Foster Collaboration on services with municipalities and electoral areas.
- ☐ Establish a strategy for coordinated advocacy on identified issues.
- ☐ Manage parks and trails in the region.
- ☐ Support the agricultural industry within the regional district.
- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

N/A

COMMUNICATIONS CONSIDERATION(S):

N/A

OTHER CONSIDERATION(S):

N/A

Attachments:

1. Enforcement Summary- September 30, 2018 (6 pages)

Bylaw Enforcement File Summary September 30, 2018

	YEAR	FILE NO.	LAND OWNER	DATE OPEN	COMPLAINT DESCRIPTION	STATUS	CIVIC ADDRESS LEGAL DESCRIPTION	ELECTORAL AREA
1	2007	91	WHITFORD, Jerry	27-Apr-07	Junkyard in residential zone	Met Mr. Whitford at property on Apr. 28, 2017. No Change. Will contact him with more information.	12498 256 RD Lot 1 & 2, Plan 27341, Part SW-15-86-19	B
2	2007	203	CLAY, Martin & Wendy	17-Apr-07	Concern regarding a recycling and salvage yard operating in Rolla not in compliance with zoning	Aug.31.17- clean up has started on the property with huge improvements.	5209 Rolla RD Parcel A (S22581), Blk 1, Plan 10648, 32-79-14; and Parcel B (T18682), Blk 1, Plan 10648, 32-79-14; and Lots 5,6, 7 & 10, Bk1, Pl 10648, 32-79-14	D
3	2010	64	LEFFERSON, Allan	12-Apr-10	Salvage yard in A-2	March13,2015- I spoke to Tammy from Richmond Steel. They are planning to go when it dries up- March 2016 activity on property however not likely to be completely cleaned or remain cleaned up. On April 20/17 EADC requested followup on this property.	13492 & 13522 Old Edmonton Hwy Lot 1, PL 28960, 21-77-14	D
4	2011	207	LUNDQUIST, Lanny	15-Nov-11	Unightly Premises, 20-30 vehicles and junk yard	There has been some improvement, Mr. Lundquist has sold the tractor that was outside the fence.	9336 Willow RD Lot 2 & 3, Blk 4, 35-83-19 Plan 14402	C
5	2012	210	MARTIN, Brian	12-Oct-12	Salvage yard in A-2	Sent new owner a letter. Will follow up after May 23, 2017 to confirm arrangements made for compliance.	15927 Prespatou RD NE 1/4 30-86-19	B
6	2013	102	NORNBERG, Neil	3-Jun-13	Salvage yard in R-4 Zone	Aug.31.17-Owner is going to Edmonton for lung specialist. Will call salvage company when he returns. I will follow up around Sept. 15,2017	1728 210 RD Lot 2, Plan BCP30608 28-78-15	D
7	2014	219	BLAIR, Roxann	17-Sep-14	Junk yard in R-4 zone	Report going to March 8, 2018 RB meeting for extension request	3992 Blair RD DL 2083	E
8	2014	245	EVENSON, David	20-Oct-14	Junk yard in R-4 zone	ABC Recycling left a "metal only" container which Mr. Evenson filled. Mr. Evenson told ABC not to bring another bin for the garbage.- Sept.29/15 sent warning ticket and letter. On April 20/17 EADC requested followup on this property.	1372 210 RD Lot 5, 27-78-15 Plan 11473	D

October 16, 2018

ACTIVE FILES

R-2

	YEAR	FILE NO.	LAND OWNER	DATE OPEN	COMPLAINT DESCRIPTION	STATUS	CIVIC ADDRESS LEGAL DESCRIPTION	ELECTORAL AREA
9	2015	251	KILFOYLE, Robert	6-Nov-15	3 Sheds located within Interior Side Parcel Setbacks	Sheds required to be removed by Oct. 31, 2018	12278 Oak Ave. Lot 7, Block 5, S2, T84, R19, W6M, PRD, PL 15012	C
10	2015	265	Dr. BADENHORST	24-Nov-15	3 dwellings on .63 acres, no BP's, ALR Land	DVP refused at Dec. 9, 2016 RB Meeting. BP issued for the 2 structures, site plan shows they will be moved out of the setback.	8931 Old Fort Loop Lot 7, Bk 2, DL 418, Cariboo Situated in the PRD, PL 18222	C
11	2016	99	BASTION HOLDINGS LTD	12-May-16	3 dwellings in R-4 zone	deadline for plan for compliance is October 5, 2018	5979 Hillview Sub. PCL B, DL 1910, PL PGP35656	E
12	2016	213	WILLIAMS, Darrell	9-Sep-16	Disobey SWN, Restrictive Covenant and Consent Order	need to conduct a hazard assessment and post for a new contractor	9813 River Drive Lot 1, BK 2, S18, TP83, R18, W6M, PR, PL 14194	C
13	2016	253	PUTRUS, Peter	21-Nov-16	too many dwellings, building in setback, garbage	Site inspection planned for July 20th, BP app should also be submitted by then	2016 Taylor Frtg. RD PCL A (PJ28394), S24, TP82, R18, W6M, PRD, Plan 3039	D
14	2017	79	CAMPBELL, Mary	18-Apr-17	no BP, too many dwellings, shop/suites too close to property line	had discussion with agent, will follow up	9473 River Drive Lot A, S18, TP83, R18, W6M, PRD PL EPP 14982	C
15	2017	87	REIMER, William & Anna	26-Apr-17	too many dwellings, garbage and old vehicles	letters sent to complainants and a message left for owner for an update	13097 260 RD NE1/4, S31, TP86, R19, W6M, PRD	B
16	2017	128	CNL RESOURCES LTD	22-Jun-17	Hazardous waste facility licensed to accept leachable toxic waste and specializing in NORM management and decontamination operating on I-1 land	March 29, 2018- sent reply to land owners letter requesting bylaw info	9676 Swanson Street Lot 8, S33, TP83, R18, W6M, PR, PL 23652	C
17	2017	235	HAAB, Michael	25-Sep-17	Industrial trucking business on A-2 land within ALR- no dwelling	met on April 5, 2018 will follow up on Apr. 30, 2018	5740 242 Rd. SE 1/4, S12, TP84, R18, W6M, PRD	C
18	2018	36	KILFOYLE, Robert	30-Jan-18	shed in front setback	Shed required to be removed by Oct. 31, 2018	12278 Oak Ave. Lot 7, Block 5, S2, TP84, R19, W6M, PRD, PL 15012	C
19	2018	46	PIZZEY, Doug	2-Feb-18	automobile wrecking yard	spoke to Doug on Sept. 26, 2018. May work on front yard first	13392 Park Ftg. Rd Lot 12, Bk 1, S19, TP84, R19, W6M, PR, PL 12852	C
20	2018	159	MACKAY, Mickey	30-May-18	unsightly premises	file opened, need to do a site inspection	13302 244 Rd. Lot 1, S14, TP84, R20, W6M, PRD, PL EPP 26850	C
21	2018	160	STEWART, Bernie	30-May-18	dumping construction waste on A-2 property	sent warning ticket and set a deadline for clean-up by September 21, 2018	13705 211 Rd NE1/4 S18, TP77, R14, W6M, PRD	D

October 16, 2018

ACTIVE FILES

R-2

	YEAR	FILE NO.	LAND OWNER	DATE OPEN	COMPLAINT DESCRIPTION	STATUS	CIVIC ADDRESS LEGAL DESCRIPTION	ELECTORAL AREA
22	2018	164	WHITING, David	5-Jun-18	unsightly premises	Bank approved clean up. Contacted contractor to determine timeline	13346 Charlie Lake Cres. PCL A, S19, TP84, R19, W6M, PRD, PL 31112	C
23	2018	173	CRASHLEY, David	14-Jun-18	Business exceeds HBB	family member moved out of trailer, trailer and fuel tank to be sold, HBB is within regs.	9911 269 Rd. Lot C, S35, TP83, R19, W6M, PRD, PL 9974	C

October 16, 2018

INACTIVE FILES

R-2

Bylaw Enforcement File Summary September 30, 2018

	YEAR	FILE NO.	LAND OWNER	DATE OPEN	COMPLAINT DESCRIPTION	STATUS	LEGAL DESCRIPTION	ELECTORAL AREA	DATE PLACED ON INACTIVE LIST
1	2011	194	GOERTZ, Howard-sold to WARD	7-Dec-11	Worker Camp	Planning report to go to board after referral responses received	Block A, District Lot 1307	B	11-Mar-15
2	2016	111	AITCHISON, Kevin	31-May-16	building in setback	Applied to the Board of Variance on Jan.10, 2017	8931 River Dr Lot 8, Bk 4, S18, TP83, R18, W6M, PRD, PL14194	C	10-Jan-17
3	2016	97	HANEY, Darryl	9-May-16	HBB, BP, and Zoning contraventions on 3 parcels	Rezoning and DVP applications have been received and paid for.	8340, 8306 Micro Sub & 1080 210 RD Lots 1&2, S26, TP 78, R15, PL PGP46412 & PCL A (BNG a Consolodation of Lots 3&4 See BB1974913) S 26, TP 78, R15, PL 12184	D	17-Mar-17
4	2015	103	GARDNER, Robert	6-May-15	Oilfield equipment storage on A2 land	3rd reading on May 24, 2018, deferred pending restrictive covenant on title re: landscaping buffer and driveway relocation.	9819 240 RD PCL A (46726M), 19-83-18, W6M PR, EXC PL 20464	C	5-Oct-17
5	2010	107	SAMUEL RANCH LTD	19-Jul-10	3 homes	ALC has opened a C&E file and will advise of any steps they're taking. EDAC recommended to RB to place on inactive list- will go to RB on Aug. 9, 2018	13805 Rose Prarie RD Lot 16,Plan 3986	B	19-Jul-18

October 16, 2018

Bylaw Enforcement File Summary September 30, 2018

	YEAR	FILE NO.	LAND OWNER	DATE OPEN	COMPLAINT DESCRIPTION	STATUS	LEGAL DESCRIPTION	ELECTORAL AREA	DATED CLOSED
1	2018	161	KLEIN, Scott	30-May-18	paving company moving onto R-4 land	No contravention currently exists	No Civic Lots 1 & 2, S27, TP83, R18, W6M, PRD, PL EPP 41962	C	11-Jul-18
2	2018	172	MACELHEREN, Daniel	13-Jun-18	partially demolished dwelling	BP # 18-052 issued for Demolition	8155 Harper Dr Lot 11, S28, TP78, R15, W6M, PRD, PL 12614	D	11-Jul-18
3	2018	199	SANDNES, Michael	13-Jul-18	semi truck sitting on property for over 2 months	No contravention currently exists	13618 Golf Course Rd Lot 6, S36, TP84, R20, W6M, PRD, PL EPP35284	C	16-Jul-18
4	2013	91	SHEARS, John	23-May-13	unsightly premises	properties cleaned up	7617 269 RD Lot 6, 7 & 8 PL 13235, 26-83-19	C	7-Aug-18
5	2018	222	Province of BC	3-Aug-18	Abandoned vehicle	sent letter of information to MOE and FLNRO attached letter from RCMP	GPS Co-ordinates: 56.285787N, -120.7479 W NE 1/4 S15, TP84, R18, W6M, PRD	C	13-8-2018
6	2018	231	PINTER, Laszlo & Monika	17-Aug-18	Fence erected through ditch	No contravention of PRRD Bylaws- Referred complainant to MOTI and RCMP	13036 Rose Prairie Rd Lot 13, S18, TP 84, R18, W6M, PRD, PL 19460	C	17-Aug-18
7	2018	232	CRANK INVESTMENTS	17-Aug-18	starting a shale pit and garbage dump for industrial construction waste, stripping and burying trees and top soil	Landfill for construction waste not occurring, no contravention of PRRD Bylaws	No Civic Lot 1, S5, TP78, R16, W6M, PRD, PL BCP37180	C	20-Aug-18
8	2017	116	FI PORTFOLIO INC.	12-Jun-17	No BP	letter from engineer received, BP issued	10755 Finning Ftg. Rd Lot 1, S2, TP 84, R19, W6M, PRD, PL 34500	C	21-Aug-18
9	2018	56	WOLSEY, Thomas	6-Feb-18	chemical storage in I-1 zone	tanks have been removed from the land	8317 219 Rd Lot 1, S28, TP 78, R15, W6M, PR, PL BCP 30608	D	29-Aug-18
10	2018	125	LOISELLE Investments Ltd.	24-Apr-18	worker camp longer than 6 months	camp has been removed from the land	Loiselle Sub. Block B, S33, TP77, R15, W6M, PRD	D	29-Aug-18
11	2018	249	SMITH, Frank	5-Sep-18	land use not permitted by zoning	Site inspection confirmed dwelling on property and residents had landowner permission to be there. RCMP file now as house fire is investigated	240 Moore Way Lot 5, S11, TP78, R14, W6M, PRD, PL 27643	D	17-Sep-18
12	2018	258	TOOKEY, Jeremy	18-Sep-18	unsightly premises	site inspection determined no violation of unsightly bylaw- contacted landowner to advise of neighbourhood concerns	12228 Juniper Ave Lot 6, BK 6, S2, TP84, R19, W6M, PRD, PL 15012	C	19-Sep-18

October 16, 2018

CLOSED FILES

R-2

13	2018	259	KOBASIUK, Yohan	18-Sep-18	property used as campground	site inspection determined no campground present	9780 Jones Sub Lot 2, S18,TP84,R18, W6M, PRD, PL 19460	C	20-Sep-18
14	2018	260	1121133 BC Ltd.	18-Sep-18	land use not permitted by zoning	site inspection determined no contravention- refered complainant to OGC and MOE	11029 Enterprise Way Lot 11, S25,TP83,R19, W6M, PRD, PL EPP24591	C	24-Sep-18
15	2018	267	Evona KITZKE	25-Sep-18	land use not permitted by zoning	existing non-conforming status- refered complainant to MOE re: active file	12459 273 Rd Lot 6, S9,TP84,R19, W6M, PRD, PL 25350	C	25-Sep-18

October 16, 2018



DIRECTORS' NOTICE OF NEW BUSINESS

To: Electoral Area Directors' Committee

Date: October 11, 2018

From: Director Goodings

Subject: NDIT: Connecting British Columbia Grants

RECOMMENDATION / ACTION:

1. That the Electoral Area Directors' Committee receive the NDIT Connecting British Columbia program application guides program for discussion.

BACKGROUND/RATIONALE:

About the Program :The high cost of providing infrastructure for citizens in and around rural and remote communities in B.C. has been identified by municipal governments, First Nations, Regional Districts, regional internet service providers, and community advocates as one of the key barriers to expanding internet services. The Connecting British Columbia program helps pay for infrastructure required to deliver high-speed internet connectivity to rural and remote areas of the province.

The program is funded by the Province of British Columbia (Network BC) and is administered by Northern Development Initiative Trust.

Phase Two: Now accepting applications for the following:

1. Connectivity Infrastructure Strategy Funding

This program intake is to provide funding support for local municipal governments, regional districts and First Nations with limited capacity to undertake a connectivity infrastructure strategy (e.g., feasibility assessments, business cases, developing applications) to develop sustainable connectivity infrastructure projects.

2. Last-Mile Project Funding

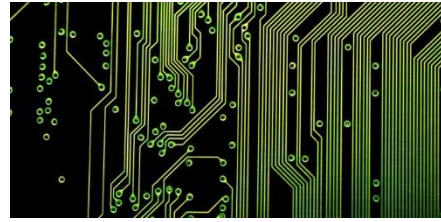
The program intake is to provide funding for last-mile projects to ensure that infrastructure investments are, to the extent possible, coordinated, and scalable, provide value for money and achieve priority objectives for the region.

3. Transport Infrastructure Funding

This program intake is to provide funding for new infrastructure projects, upgrades to existing infrastructure or expansion of existing transport infrastructure and to ensure that these investments are, to the extent possible, coordinated, scalable, provide value for money and achieve priority objectives for the region.

NEWS RELEASE

September 4, 2018, 10:30 am



Grants to Expand High-Speed Internet Access and Grow Local Economies

Ministry of Citizens' Services

VICTORIA - Additional grant funding is now available to help British Columbians living in rural, remote and Indigenous communities gain affordable access to high-speed internet.

Local governments and First Nations have identified the high cost of infrastructure as one of the main barriers to expanding internet services in smaller communities around British Columbia. Improved internet service means more people can access high-quality education, good-paying jobs, business opportunities, health care and emergency services.

As of Sept. 1, 2018, on behalf of the provincial government, Northern Development Initiative Trust (NDIT) is accepting applications for Connecting British Columbia program funding for transport infrastructure projects which will deliver connectivity to entire regions. Transport infrastructure moves data long distances between small towns to where it can be offloaded to the internet. This infrastructure is necessary for communities to complete last-mile connections to homes and businesses.

NDIT is also accepting applications for projects connecting homes and businesses directly. Both transport infrastructure and last-mile project types are eligible to receive a portion of the \$16-million funding.

Successful applicants could receive up to a 50% contribution for project costs. Eligible applicants include internet-service providers, local governments, First Nations and non-profit organizations. A third funding stream is also available to help local governments create connectivity strategies for their region.

Submissions will be reviewed and assessed on a first-come, first-served basis. Applicants must demonstrate that their projects will be completed by March 31, 2020.

Quick Facts:

- This funding is part of a \$40-million provincial government commitment to expand the Connecting British Columbia program administered by NDIT.
- An additional \$83 million in funding from federal, provincial and local partners has been announced since January 2018, which will benefit an estimated 187 communities — including 69 Indigenous communities.

Learn More:

For more information on eligibility and application requirements, as well as the Connecting British Columbia program, visit NDIT online: www.northerndevelopment.bc.ca

View a video about connectivity funding for B.C. communities:

<https://www.youtube.com/watch?v=hKYeGSG6xE0&feature=youtu.be>

October 16, 2018

Connecting British Columbia Program Phase Two – Intake Two – Connectivity Infrastructure Strategy Application Guide

Introduction

The Connecting British Columbia program is a province-wide program administered by Northern Development Initiative Trust (Northern Development) and is available to all eligible applicants. It is funded by the Province of British Columbia.

Program Purpose

The current objective of the multi-year Connecting British Columbia program is to accelerate the delivery of high-speed internet connectivity at minimum target speeds of 50 megabits per second (Mbps) down and 10 Mbps up to homes and businesses in rural communities in B.C.

The high cost of infrastructure has been identified by local governments, First Nations, and internet service providers as one of the key barriers to expanding internet services. The Connecting British Columbia program helps pay for infrastructure required to deliver high-speed internet connectivity to rural areas of the province.

This stream of the Connecting British Columbia program provides funding to support the development of regional connectivity infrastructure strategies. Strategies should ensure that infrastructure investments are coordinated, scalable, and provide value for money and achieve priority objectives for the region.

Approved projects must be completed by March 31, 2020.

Eligible Applicants

Examples of eligible applicants include:

- Municipal government or regional district established by BC legislation.
- Not-for-profit government organizations.
- First Nations or First Nations organizations – i.e. band council or a corporation controlled by a First Nation.

Individuals cannot apply to the program.

Eligible Project and Support

This program intake, effective July 1, 2018, is to provide funding support for local municipal governments, regional districts and First Nations with limited capacity to undertake a connectivity infrastructure strategy (e.g., feasibility assessments, business cases, developing applications) to develop sustainable connectivity infrastructure projects.

Applications will be reviewed and assessed on a first come, first serve basis until available funds are committed.

The development of connectivity infrastructure strategies are important to ensure that infrastructure investments are, to the extent possible, coordinated, scalable, provide value for money and achieve priority objectives for the region.

Applicants may contract qualified third-party consultants to provide communities with access to tools and resources to navigate the connectivity landscape, including best practices and shared learning.

Written support from the local government body, is required before an application will be considered for funding.

Eligible project activities are outlined below.

Connectivity Infrastructure Strategy

The program will allow communities to access third party funding to offset the cost of hiring a telecommunications consultant to assist with rural and remote community connectivity planning. The consultants will provide communities with access to tools and resources to navigate the connectivity landscape, including best practices and shared learning. Eligible project types and activities may include

- Community engagement activities that guide the design and implementation of broadband projects.
- Relationship, partnership and coalition development to assist with connectivity expansion initiatives.
- Providing assistance to support applications to federal government connectivity programs.
- Research and reports that inform and support the design, build and operations of networks, including technical specifications, landing stations, and the preparation of engineer-stamped business cases, if required.
- Interpretation of regulatory decisions and advice on implications for community connectivity plans.
- The development of comprehensive business documents for telecommunications services such as business cases, value assessments, stakeholder plans, accountability matrixes, acquisition plans, governance plans and transition plans.
- Benchmarking studies and best practice reviews.
- Development of change management strategies and governance structures.
- Project management, coordination and development.

A [Sample Regional Connectivity Infrastructure Strategy Framework Template](#) is available as a guide for reference. The template is not a required document to be used by applicants to this program.

An approved connectivity infrastructure strategy development grant does not provide a guarantee of funding in subsequent applications submitted to the program.

Note: This funding is NOT for ‘Smart Cities’ projects.

Funding Limit

Eligible applicants can apply for up to 75% of eligible project costs to a maximum of \$15,000 per project.

Third Party Contributions

Applications to the Connecting British Columbia program must also demonstrate leveraged funds from other sources that may include: funds from the applicant, funds from other funding agencies or funds from federal and/or other levels of government. However, any funds that were previously granted by the Province for other connectivity programs may not be used to leverage Connecting British Columbia funds.

Project Timelines

Applications must demonstrate that the project will be completed by March 31, 2020. A high-level project plan, including major milestones is strongly preferred.

Applications for projects with an immediate start date will be more favourably ranked in the assessment and review process. The need for additional steps before a project can start (e.g., securing other funding, completion of other projects) will be taken into consideration in the review and assessment of applications. Such applications may also be deferred for consideration to a future intake round pending availability of funds.

Eligible and Ineligible Costs

Eligible costs under the program are the reasonable and essential expenses required to complete the project. The program will fund consulting services and associated cost related to development of the connectivity infrastructure strategy. The determination of eligible expenses rests with the program.

Eligible Costs

- Consulting services, including:
 - Project management, feasibility studies related directly to the project.
 - Design/engineering costs.
 - Business planning development, and project-related professional fees.
- Consultant travel costs:
 - Cost of travel which is deemed necessary to the performance of the project.
 - Travel expenses, at economy rates, shall be charged at actual costs.
 - To be eligible, travel costs must clearly document the purpose of each trip and be considered reasonable by the program.
- PST.

Ineligible Costs

- Permits and approvals.
- Legal costs.
- Professional fees for memberships or accreditations.
- Academic research that does not deliver concrete actions or tangible benefits.
- In-kind contributions.
- Costs incurred prior to the date of written conditional approval of the application by Northern Development.
- GST or HST.

Applying to the Program

The application form is available for download at www.northerndevelopment.bc.ca/funding-programs/partner-programs/connecting-british-columbia/. Please note that some components of the application (i.e., council/band resolutions) may require additional time and planning to complete.

The program will begin to accept applications on July 1, 2018 until funding is fully committed. All applications received by the program will be treated as confidential.

Applications must contain all completed Required Attachments for the application to be considered. Incomplete applications will not be reviewed.

All program communication will take place with the primary contact using the contact information provided in the application. It is the responsibility of the applicant to notify Northern Development regarding any changes to the contact information provided.

If you need help in completing your application, please refer to section titled 'Application Support'.

Required Attachments

Attachments to the application are mandatory and must be submitted at the same time as the application. All attachments must be specific to the legal entity applying for funding and may not be from a related organization such as a parent company or subsidiary. If mandatory attachments are not included with the application, the application will not be considered for the funding.

- Consultant proposal including quote(s).
- One of the following:
 - Municipal Council / Regional District resolution of support/approval for the proposed project.
 - Letters must be recently dated and reference the project.
 - Band Council Resolution, Tribal Council Resolution or other equivalent documentation from self-governing First Nations indicating support for the proposed project.
 - Resolutions must be signed and recently dated and reference the project.
- Funding approval letters from other sources.

NOTE: Failure to submit the completed required attachments will result in the ineligibility of the application.

Project Review and Assessment

Eligible applications will be subject to a review and assessment process.

If additional information is determined to be needed to support the review and assessment, eligible applicants will be contacted, and additional information requested.

Funding decisions are final.

Project Approval, Grant Agreement and Reporting

Awarding of funding to successful applicants will be conditional upon finalization of a grant agreement that sets out the terms and conditions of funding. The program reserves the right to award partial contributions of the total funding requested.

Grant agreements will require the applicants to follow the program guidelines and requirements, including submitting progress reports and financial reporting documents. Funding recipients will be required to submit progress reports and a final report that outlines the project's performance and outcomes. Further details on reporting requirements will be provided to successful applicants.

Failure to meet the requirements of the grant agreement could result in the requirement for the repayment of funding to the program and disqualify the funding recipients from further applications to the program.

Events and Communications

The grant agreement may require the following:

- Funding recipients must keep the program contact person(s) informed in advance (with a minimum notice period) of any promotional activities or events related to the project.
- The program funder (the Government of British Columbia and the Ministry of Citizens' Services) be acknowledged in project communications, events and signage.
- Consent of the Province to publish project details in reports and in promotion of the program (i.e., on websites and in public material).

Freedom of Information

Applications submitted under the program are subject to the Freedom of Information and Protection of Privacy Act. The information being collected is for the purpose of administering the program and evaluating eligibility of the proposal.

Reference Material

A new Connectivity Handbook has been developed to promote the importance of access to affordable, reliable and adequate broadband infrastructure to meet the needs of British Columbians. The Handbook is intended to help local governments and community organizations become more engaged, taking on leadership roles in defining key service deficiencies and unserved or under-served areas; and, in developing practical plans that can lead to realistic and affordable broadband solutions to meet those needs.

Sample Regional Connectivity Infrastructure Strategy Framework Template

A [Sample Regional Connectivity Infrastructure Strategy Framework Template](#) is available as a guide for reference. The template is not a required document to be used by applicants to this program.

Application Support / Contact

If you have a question that is not addressed in this program guide, support is available from program staff at:

Northern Development Initiative Trust

301-1268 Fifth Avenue
Prince George, BC V2L 3L2

250-561-2525

info@northerndevelopment.bc.ca

www.northerndevelopment.bc.ca

Connecting British Columbia Program Phase Two – Intake Two – Last-Mile Application Guide

Introduction

The Connecting British Columbia program is a province-wide program administered by Northern Development Initiative Trust (Northern Development) and is available to all eligible applicants. The program is funded by the Province of British Columbia.

Program Purpose

The current objective of the multi-year Connecting British Columbia program is to accelerate the delivery of high-speed internet connectivity at minimum target speeds of 50 megabits per second (Mbps) down and 10 Mbps up to homes and businesses in rural communities in BC. Applications that are able to demonstrate the ability to support the target of 50/10 Mbps are highly preferred.

The high cost of infrastructure has been identified by local governments, First Nations, and internet service providers as one of the key barriers to expanding internet services. The Connecting British Columbia program helps pay for infrastructure required to deliver high-speed internet connectivity to rural areas of the province.

Approved projects must be completed by March 31, 2020.

Eligible Applicants

Applicants or parties of the contractual agreement used for this submission must agree to own, operate, and maintain the resulting network as a condition to obtain the funds (for 3 years after the solution has been delivered as operational).

Examples of eligible applicants include:

- Local, regional or national internet service provider.
- Municipal government or regional district established by BC legislation.
- Unincorporated area whose application is submitted through a regional district or a not-for-profit organization.
- First Nations or First Nations organizations – i.e., band council or a corporation controlled by a First Nation.
- Registered not-for-profit corporations, not for profit co-operatives or societies, registered and active in B.C.

Individuals cannot apply to the program.

Eligible Communities

The goal of the program is to improve last-mile connectivity in underserved rural communities across BC. Communities eligible for funding are identified in [Template 4 – Communities and Network Capacity](#).

Eligible Project and Support

The program intake, effective July 1, 2018, is to provide funding for last-mile projects to ensure that infrastructure investments are, to the extent possible, coordinated, and scalable, provide value for money and achieve priority objectives for the region.

Applications will be reviewed and assessed on a first come, first serve basis until available funds are committed.

Funding applications for transport (backbone) infrastructure will have an intake beginning on September 1, 2018, subject to available funding. A separate program guide will be provided at that time.

It is anticipated that some projects will have both last-mile and transport components. Applicant should reference the respective program guides for each component and submit applications on or after September 1, 2018.

It is highly recommended that proposals are in support of regional connectivity strategies that enable outcomes that are a priority for the local government or Indigenous community benefiting from the investment. Written support from the local government body, is required before an application will be considered for funding.

Eligible funding categories are outlined below:

Last-Mile Infrastructure Build

- Proposals will be eligible for up to 50% contribution of eligible costs.
- Solutions that deliver 50/10 Mbps using Fibre-to-the-Premise (FTTP), coaxial cable and Long-Term Evolution (LTE) technologies are strongly preferred.
- Proposed LTE solutions that share spectrum and infrastructure, also used for cellular services provided to the community, are not eligible.
- Last-mile infrastructure includes all equipment and materials required to connect households, businesses and institutions to the nearest suitable point-of-presence (PoP). Customer premise equipment is eligible for fibre and cable last-mile builds only.
- For last-mile applications targeting partially served communities to be considered, the applicant must provide sufficient evidence to demonstrate that the specific area targeted by the proposed project does not have access to a minimum of 50/10 Mbps.
- Proposals that provide new or improved coverage where an existing internet service provider does not already operate will be preferred.
- Proposals will be required to demonstrate that 50/10 Mbps internet services will be made available to customers at a price comparable to similar services in large urban cities.
- Collaboration between applicants and existing internet service providers for the same service area is highly recommended.

Third Party Contributions

Applications to the Connecting British Columbia program must also demonstrate leveraged funds from other sources that may include: funds from the applicant, funds from other funding agencies or funds from federal and/or other levels of government. However, any funds that were previously granted by the Province for other connectivity programs may not be used to leverage Connecting British Columbia funds.

Project Timelines

Applications must demonstrate that the project will be completed by March 31, 2020. A high-level project plan, including major milestones is strongly preferred.

Applications for projects with an immediate start date will be more favourably ranked in the assessment and review process. The need for additional steps before a project can start (e.g., securing other funding, completion of other projects) will be taken into consideration in the review and assessment of applications. Such applications may also be deferred for consideration to a future intake round pending availability of funds.

Eligible and Ineligible Costs

Eligible costs under the program are the reasonable and essential expenses required to complete the project. The program will fund one-time costs associated with deploying expanded or enhanced networks and could include: engineering and design work, environmental assessments, the purchase of hardware and software, equipment, and fees for associated contracted services related to the build of the network. The determination of eligible expenses rests with the program.

Eligible Costs

- Equipment Hardware and Software Costs: Servers, switches, fibre-optic cable, repeaters, radio equipment, towers, poles, back-up power supplies, shelters and network broadband connectivity devices including upgrades and adaptations.
- Labour Costs: Gross wages or salaries incurred for work which can be specifically identified and measured as having been performed on the project. Associated CPP, EI, WCB are eligible.
- Material Costs: Cost of materials which can be specifically identified and measured as having been used or to be used in the performance of the project.
- Engineering and design: Network architecture and systems design and integration.
- Other direct costs: Related to development and implementation of the project such as material.
- Travel Costs: Cost of travel which is deemed necessary to the performance of the project. Travel expenses, at economy rates, shall be charged at actual costs. To be eligible, travel costs must clearly document the purpose of each trip and be considered reasonable by the program.
- Site survey, engineering and design.
- PST.

Ineligible Costs

- General organizational support costs.
- Ongoing costs for existing staff salaries and benefits.
- Project related labour cost reimbursement for any premiums above actual gross pay (e.g., overtime, shift differentials, and any reimbursement or benefit conferred in lieu of salaries or wage).
- Any costs associated with administering the project, such as preparing progress reports.
- Land acquisition.
- Project contingency costs.
- Insurance costs (e.g., construction, general liability, commercial, etc.).
- Ongoing operation costs such as leases, legal fees, survey fees, right-of way/access fees, audit fees, rent, land applications, co-location, financing and carrying costs.
- Fees paid to members of a Board of Directors for their time.
- Purchase of large capital equipment that will be retained by the organization.
- Customer-Premises Equipment (CPE): This refers to any terminal and associated equipment located at the subscriber's premises that is connected with a carrier's telecommunication network at a Demarcation Point. A "Demarcation Point" is the point where the local loop (the network transmission equipment) ends and the inside wire (which is the responsibility of the customer) begins.
- Financing or carrying costs, loan and interest payments.
- Maintenance costs and other operational costs such as customer service.
- General office space and equipment i.e., photocopiers, furniture, telephones, computers, printers and office software.
- Advertising / promotional activities.
- Radio and spectrum licensing fees.
- Research and development of pilot projects.
- In-kind contributions.
- Costs incurred prior to the date of written conditional approval of the application by Northern Development.
- GST or HST.

Applying to the Program

The application form is available for download at www.northerndevelopment.bc.ca/funding-programs/partner-programs/connecting-british-columbia/. Please note that some components of the application (i.e., council/band resolutions) may require additional time and planning to complete.

The program will begin to accept applications on July 1, 2018 until funding is fully committed. All applications received by the program will be treated as confidential.

Applications must contain all completed Required Attachments for the application to be considered. Incomplete applications will not be reviewed.

All program communication will take place with the primary contact using the contact information provided in the application. It is the responsibility of the applicant to notify Northern Development regarding any changes to the contact information provided.

If you need help in completing your application, please refer to section titled ‘Application Support’.

Required Attachments

Attachments to the application are mandatory or “if applicable” and must be submitted at the same time as the application. All attachments must be specific to the legal entity applying for funding and may not be from a related organization such as a parent company or subsidiary. If mandatory attachments are not included with the application, the application will not be considered for the funding.

- Detailed Project Plan using the provided template (mandatory). [Template 1 – Project Plan](#)
- Detailed Project Budget Costing in excel format, using the provided template (mandatory) [Template 2 – Project Budget](#)
- Detailed Financial Operational Plan in excel format, using the provided template (mandatory). [Template 3 – Financial Operational Plan](#)
- Identify which communities will benefit from the proposed project and how many households and anchor institutions services will be provided, as well as the calculations required to evaluate Network Capacity, using the provided template (mandatory). [Template 4 – Communities and Network Capacity](#)
- If one or more of the applicants are Internet Service Providers (ISPs), a complete internet service provider (ISP) corporate profile (in MS Word format), which includes the following items (mandatory).
 - Name of the ISP.
 - Number of years in business.
 - Organizational diagram.
 - Contact information: ISP location and contact information.
 - Number of customers.
 - Technical and project management experience of the ISP.
 - Maps of current areas served.
 - Past projects.

- Additional information illustrating the ISP's experience and suitability for this project (i.e., interests, background, volunteer experience).
- ISP References: Attach current references and customer testimonials from people or businesses familiar with the ISP's past projects and work experience.
- Incorporation Documents: Certificate of incorporation (or, if applicable, certificate of change of name) and most recently filed Annual Report (mandatory).
- An organizational diagram that details the structure of your organization, including any parent, subsidiary, affiliates, and related companies (mandatory).
- Financial statements (mandatory).
 - Financial statements must be specific to the legal entity applying for funding and may not be from a related organization.
 - The financial statements submitted must be in the final approved form, including signatures from the organizations representatives.
 - Applicants must submit financial statements for the 2016 fiscal year or newer.
 - Financial statements must be submitted in their entirety; partial documents will not be accepted.
 - There are three types of financial statements that may be submitted:
 - Notice to Reader Financial Statements.
 - Review Engagement Financial Statements.
 - Audited financial Statements.
- Coverage map(s) in a geo-coded format (mandatory) (i.e., Google Earth KMZ, ESRI shp file, or similar). PDF maps will not be accepted and the application will be rejected.
 - The map(s) must show the current and the proposed service area, identifying speeds where possible.
 - If the applicant is an internet service provider, the map must show all applicant-owned or operated fibre lines, and/or towers showing the microwave links for the regional district geographic area that the project is in.
- Logical Network Diagram of the proposed solution (mandatory).
- Targeted Household Spreadsheet and market analysis (mandatory).
- Proposed equipment details (mandatory).
- Letters of support from businesses and institutions (mandatory).
 - Letters must be recently dated and reference the project.
- Municipal Council / Regional District resolution of support/approval for the proposed project (mandatory, if applicable to the project).
 - Letters must be recently dated and reference the project.
- Band Council Resolution, Tribal Council Resolution or other equivalent documentation from self-governing First Nations indicating support for the propose project (mandatory, if applicable to the project).
 - Resolutions must be signed and recently dated and reference the project.
- Funding approval letters from other sources (mandatory, if applicable).
- Submission package to 'other funding sources', if any (mandatory, if applicable).
- Regional District or First Nation connectivity strategy (mandatory, if available).

NOTE: Failure to submit the completed required attachments will result in the ineligibility of the application.

Application Limit

An eligible applicant may submit more than one project application for last-mile projects. There is no limitation on projects or participation as a partner.

Applicants who received funding during previous intakes are not restricted from applying during current or future intakes.

Project Review and Assessment

Eligible applications will be subject to a competitive review and assessment process. Eligible applications will be assessed and ranked against selection criteria (see section entitled Selection Criteria).

If additional clarifying information is needed to support the review and assessment, eligible applicants will be contacted and additional information requested.

Funding decisions are final.

Selection Criteria

Applications will be adjudicated and assessed against the criteria below.

Communities (% of overall score = 15%)

- The application identifies multiple unconnected communities to be served.
- The application describes the number of unconnected homes that will have access to increased connectivity as a result of this project.
- The application provides evidence that the proposed deployment of internet services to homes and businesses is based on a realistic assessment of community needs and anticipated benefits.

Corporate Capability (% of overall score = 25%)*

- The applicant has demonstrated they have selected or are an experienced internet service provider with the expertise and qualifications to implement the project.
- The applicant has demonstrated project management expertise and experience with overseeing high-speed internet connectivity projects.
- The project is able to start quickly.
- The applicant has addressed rights of ways and permits in the timelines of the project.
- The internet service provider is local or regional and can leverage existing infrastructure.
- The project milestones are reasonable.

Technology Used (% of overall score = 15%)*

- The application confirms there is an internet gateway, point-of-presence (PoP) or other backhaul capability in place in order for the project to proceed.
- The technical solution describes the type of network being installed, the type of technology to be deployed, where it will be used and how it will be installed.
- The technical solution adequately serves the projected number of subscribers (i.e., the connectivity supplied to the end user meets the definition of high-speed internet connectivity).
- The solution can be scaled and supported to address future needs of the locale(s).
- The solution does not require the use of satellites for its primary backhaul technology.
- The last-mile technology used to deliver the service to the customer is fibre, cable or fixed wireless (LTE).

Financial Leverage Program Funding (% of overall score =40%)*

- Proposals with a higher leveraging ratio of provincial funds toward total eligible costs.
- A lower cost per household is preferable as this means that more people are being served per dollar spent by the program.

Quality of Application (% of overall score =5%)*

- Is the contribution necessary to fill the funding gap and complete any portion of the project or not?
- If the funding will meet a minimum requirement and allow a project to proceed (as opposed to simply improve on a project that is already feasible, this is preferable as it will lead to more people being connected).
- Applicant has provided a quality proposal.
- The proposal gives confidence that the project can and will succeed.

* Note: Application must meet a minimum of 50% threshold in each of the categories marked with an asterisk (*) to qualify for funding.

Project Approval, Grant Agreement and Reporting

Awarding of funding to successful applicants will be conditional upon finalization of a grant agreement that sets out the terms and conditions of funding. The program reserves the right to award partial contributions of the total funding requested.

Grant agreements will require the applicants to follow the program guidelines and requirements, including submitting progress reports and financial reporting documents. Funding recipients will be required to submit progress reports and a final report that outlines the project's performance and outcomes. Further details on reporting requirements will be provided to successful applicants.

Failure to meet the requirements of the grant agreement could result in the requirement for the repayment of funding to the program and disqualify the funding recipients from further applications to the program.

Audits and Site Visits

Funding recipients will be subject to project, financial or performance audits or site inspections at any time during the term of the grant agreement and for up to three years following the distribution of the program funds to the recipient, so that the program funder can examine project progress, documentation, and stated results.

Events and Communications

The grant agreement may require the following:

- Funding recipients must keep the program contact person(s) informed in advance (with a minimum notice period) of any promotional activities or events related to the project.
- The program funder (the Government of British Columbia and the Ministry of Citizens' Services) be acknowledged in project communications, events and signage.
- Consent of the Province to publish project details in reports and in promotion of the program (i.e., on websites and in public material).

Freedom of Information

Applications submitted under the program are subject to the Freedom of Information and Protection of Privacy Act. The information being collected is for the purpose of administering the program and evaluating eligibility of the proposal.

Reference Material

A new Connectivity Handbook has been developed to promote the importance of access to affordable, reliable and adequate broadband infrastructure to meet the needs of British Columbians. The Handbook is intended to help local governments and community organizations become more engaged, taking on leadership roles in defining key service deficiencies and unserved or under-served areas; and, in developing practical plans that can lead to realistic and affordable broadband solutions to meet those needs.

Definitions

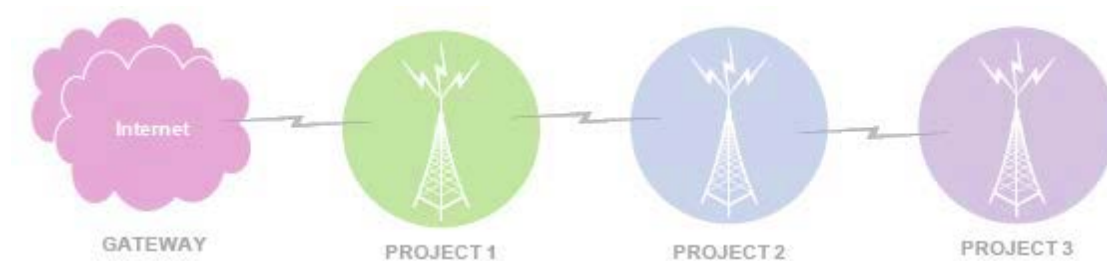
Anchor Tenant: One or more committed customers on a network, often a business or government entity. Anchor tenants are important to identify for network sustainability.

Backhaul: A network connection that transports data traffic from one Point-of-Presence to another or from a Point-of-Presence to a location that contains the internet gateway.

Bandwidth: The capacity for transferring data over a network as measured in bits per second (bps), kilobits per second (Kbps) or megabits per second (Mbps).

Customer Premise Equipment: Refers to any telecommunications equipment located at a subscriber's premises that is connected to a service provider's telecommunications network at a demarcation point. Examples include wiring, modems (DSL, cable, wireless) as well as antennae or other wireless equipment.

Dependencies: Also known as order of build, this is where separate projects depend on the completion of other projects in order to proceed.



The diagram above indicates a series of projects exhibiting dependency. Project 3 requires the completion of Project 1 and Project 2, Project 2 depends on the completion of Project 1 and so on.

The dependencies can also be described this way:

Project >>	Project 1	Project 2	Project 3
depends on	None	Project 1	Project 1
			Project 2

Demarcation Point: A point that separates the customer premise equipment from the service provider's network infrastructure equipment. In other words, a "Demarcation Point" is the point where the local loop (the network transmission equipment) ends and the inside wire (which is the responsibility of the customer) begins.

Download: Data traffic travelling from the Internet to the end user.

High-speed internet: Also referred to as broadband, high-speed Internet is an 'always on' fast connection to the Internet with a minimum download speed of 5 Mbps. Three of the most commonly used technologies to provide broadband are cable, DSL (Digital Subscriber Line) and wireless broadband.

Monetized donations: Means contributions of goods or services, other than cash from third-parties.

Internet Gateway: A network connection that provides access to the Internet for the service provider's last-mile distribution system.

Internet Service Provider: An organization that offers its customers access to the Internet.

Last-Mile Infrastructure: The components used to connect homes and businesses to the Internet service provider's Point-of-Presence. This may include routers, towers, antennae, fibre optical, cable, Digital Subscriber Line (DSL) equipment, cable modems, wireless radios and so on.

Locale: Can refer to a neighbourhood, community, subdivision, town site, reserve or village in a rural or remote area.

Long-Term Evolution or LTE: A standard for high-speed communication for mobile devices and data terminals. It increases the capacity and speed using a different radio interface together with core network improvements.

Milestones: Significant stages of completion for your project(s).

National Service Providers: Internet service providers who also provide service outside British Columbia.

Point-of-Presence (PoP): A facility where internet service providers house servers, routers, switches and other communications equipment. A PoP is where an internet service provider's last-mile infrastructure connects to an internet gateway.

Risks: When projects depend on outside factors to proceed. This can include order of build, grants from other sources, matching funding, Crown Land applications and so on. For the purposes of the Connecting British Columbia Program, any risks must be clearly stated in your application.

Scalability: The ability of a network to expand service to a larger area around the vicinity of the existing connected locale.

Settlement: An unincorporated area/community, for the purpose of application to the program, is considered to be a settlement area within a regional district electoral area.

Single End User: Where a single customer or business is the only user of the network.

Unincorporated Area: An unincorporated area/community, for the purpose of application to the program, is considered to be a settlement area within a regional district electoral area.

Application Support / Contact

If you have a question that is not addressed in this program guide, support is available from program staff at:

Northern Development Initiative Trust

301-1268 Fifth Avenue

Prince George, BC V2L 3L2

250-561-2525

info@northerndevlopment.bc.ca

www.northerndevlopment.bc.ca

Connecting British Columbia Program

Phase Two – Intake 3 – Transport Infrastructure

Application Guide

Introduction

The Connecting British Columbia program is a province-wide program administered by Northern Development Initiative Trust (Northern Development) and is available to all eligible applicants. The program is funded by the Province of British Columbia.

Program Purpose

The current objective of the multi-year Connecting British Columbia program is to accelerate the delivery of high-speed internet connectivity at minimum speeds of 50 megabits per second (Mbps) download and 10 Mbps upload to homes and businesses in rural communities in BC. Applications that can demonstrate the ability to support the target of 50/10 Mbps are highly preferred.

The high cost of infrastructure has been identified by local governments, regional districts, First Nations, and internet service providers as one of the key barriers to expanding internet services. The Connecting British Columbia program helps pay for infrastructure required to deliver high-speed internet connectivity to rural areas of the province.

For the Connecting British Columbia program, transport projects enable improved connectivity to rural and underserved areas, provide network diversity to key transport segments, support expansion of services to reach the 50/10 Mbps service objective and support future services.

Approved projects must be completed by March 31, 2020.

Transport Project Objectives

Transport projects funded under the program must achieve one or several of the following objectives:

- Provide new infrastructure or upgrades to existing infrastructure to allow improved availability of high-speed internet in areas with limited coverage. Examples of upgrades are replacing of old copper cables and replacing aging or saturated radio links.
- Improve network diversity by providing alternate paths into regions with single points of failure or circuits exposed to natural or human risk factors like landslides, flooding, or fire.
- Support expansion of the 50/10 Mbps CRTC service objective at affordable rates by providing market options or competitive wholesale pricing to rural and underserved areas, or areas historically dependent on only one provider.
- Provide transport infrastructure capable of supporting future services in areas underserved by other telecommunication services like cellular or public Wi-Fi, by offering breakouts in specific geographical areas where improved coverage can be achieved.

Funding Contribution

Applications will be eligible for up to 50% contribution of eligible costs.

Applicants may submit more than one application for transport projects.

Applicants who received funding during previous intakes are not restricted from applying.

Funding decisions are final.

Third Party Contributions

Applications to the Connecting British Columbia program must also demonstrate leveraged funds from other sources that may include: funds from the applicant, funds from other funding agencies or funds from federal and/or other levels of government. However, any funds that were previously granted by the Province for other connectivity programs may not be used to leverage Connecting British Columbia funds.

Project Timelines

Applications must demonstrate that the project will be completed by March 31, 2020. A high-level project plan, including major milestones is required ([Template 1 – Project Plan](#)).

Applications for projects with an immediate start date will be more favorably ranked in the assessment and review process. The need for additional steps before a project can start (e.g., securing other funding, completion of other projects, complex permits process or negotiation of rights-of-way) will be taken into consideration in the review and assessment of applications. Such applications may also be deferred for consideration to a future intake round pending availability of funds.

Eligible Applicants

Applicants must agree to own, operate, and maintain the transport infrastructure as a condition to obtain the funds.

Examples of eligible applicants include:

- Local, regional or national internet service provider.
- Local government or regional district established by BC legislation.
- First Nation or First Nation organizations – i.e., band or tribal council or a corporation controlled by a First Nation.
- Unincorporated area whose application is submitted through a regional district or a not-for-profit organization.
- Not-for-profit corporations, not-for-profit co-operatives or societies, registered and active in BC.

Individuals cannot apply to the program.

Eligible Communities

The goal of this intake is to build high-speed transport (backhaul) infrastructure to underserved communities across BC. Communities eligible for funding are identified in [Template 5 – Transport Communities](#).

If a transport application contains last-mile components, please include additional attachment [Template 4 – Communities and Network Capacity](#).

Eligible Project

The program intake, effective September 1, 2018, is to provide funding for transport projects to ensure that infrastructure investments are, to the extent possible, coordinated, scalable, provide value for money and achieve priority objectives for the region.

It is highly recommended that applications are in support of regional connectivity strategies that enable outcomes that are a priority for the local government, regional district or First Nation benefiting from the investment. Written support from the local government body is required before an application will be considered for funding.

Transport projects are defined as high-speed fibre or radio links building a point-to-point segment between two communities, or extension or breakout segments splitting from existing transport lines. High-speed means at least 1 Gbps.

Also, eligible projects must clearly provide social benefits to the serviced areas. Some examples of social benefits considered are:

- Multiple points-of-presence along the route where there is no business case for last-mile and potential to enable cellular services or 5G at later date.
- Offers value-added services like free Wi-Fi to community locations and rest areas.
- Offers internet gateway services to last-mile providers under better-than-market conditions.
- Offers pricing models reducing costs over time and improves the affordability of last-mile services.
- Enabling government services in rural and underserved communities.

Applications will be reviewed and assessed on a first come, first serve basis until available funds are committed.

Transport Infrastructure Build

- Transport infrastructure includes all equipment and materials required to build and connect at least two points in a high-speed segment.
- Applications will be required to demonstrate that capacity built over the transport segment will allow for wholesale rates to provide for last-mile services at prices comparable to large urban areas in BC.

Eligible Builds

- Applications that deliver at least 1 Gbps using high-speed fibre or radio links are strongly preferred.
- Applications providing breakout points or other technical solutions to allow future builds in rural and underserved communities are strongly preferred.
- Applications supporting last-mile projects either in development or in planning phases are strongly preferred.
- Applications that provide new or improved transport where an existing internet service provider does not already provide 50/10 Mbps service will be preferred.

Ineligible Builds

- Applications that share spectrum, infrastructure or are used for cellular services.
- Applications making use of existing dark fibre.

Eligible and Ineligible Costs

Eligible costs under the program are the reasonable and essential expenses required to complete the project. The program will fund one-time costs associated with deploying expanded or enhanced networks. The determination of eligible expenses rests with the program.

Eligible Costs

- Equipment hardware and software costs: Servers, switches, fibre-optic cable, repeaters, radio equipment, towers, poles, back-up power supplies, shelters and network broadband connectivity devices including upgrades and adaptations.
- Labour costs: Gross wages or salaries incurred for work which can be specifically identified and measured as having been performed on the project. Associated CPP, EI, WCB are eligible.
- Contracted services related to the build of the network.
- Project management.
- Material costs which can be specifically identified and measured as having been used or to be used in the performance of the project.
- Engineering and design of network architecture and systems design and integration.
- Other direct costs related to development and implementation of the project such as material.
- Travel costs: Cost of travel which is deemed necessary to the performance of the project. Travel expenses, at economy rates, shall be charged at actual costs. To be eligible, travel costs must clearly document the purpose of each trip and be considered reasonable by the program.
- Site survey engineering and design.
- Environmental assessments.
- PST.

Ineligible Costs

- Indirect labour and ongoing recurring operational costs: Leases, survey fees, right-of way/access fees, radio and spectrum licensing fees, audit fees, rent, land applications, co-location, financing and carrying costs.
- Project related labour cost reimbursement for any premiums above actual gross pay: Overtime, shift differentials, and any reimbursement or benefit conferred in lieu of salaries or wage.
- Land acquisition.
- Project contingency costs.
- Insurance and legal fees (e.g., construction, general liability, commercial, etc.).
- Fees paid to members of a board of directors for their time.
- Purchase of large operational equipment that will be retained by the organization.
- Advertising or promotional activities.
- In-kind contributions.
- Costs incurred prior to the date of application approval.
- GST.

Applying to the Program

The program will begin to accept applications on September 1, 2018, until funding is fully committed. All applications received by the program will be treated as confidential.

The application form is available for download at www.northerndevlopment.bc.ca/funding-programs/partner-programs/connecting-british-columbia/. Please note that some components of the application (i.e., council/band or tribal resolutions) may require additional time and planning to complete.

Applications must contain all completed Required Attachments for the application to be considered. Incomplete applications will not be reviewed.

All program communication will take place with the primary contact using the contact information provided in the application. It is the responsibility of the applicant to notify Northern Development regarding any changes to the contact information provided.

If you need help in completing your application, please refer to section titled ‘Application Support’.

Required Attachments

Note that the following attachments to the application are labelled mandatory, “if applicable” or “if available” and must be submitted at the same time as the application. If mandatory attachments are not included with the application, the application will not be considered for funding.

- [Template 1 – Project Plan](#) (mandatory).
- [Template 2 – Project Budget](#) (mandatory).
- [Template 3 – Financial Operational Plan](#) (mandatory).
- [Template 4 – Communities and Network Capacity](#) (mandatory if application includes last-mile component).
- [Template 5 – Transport Communities](#) (mandatory).
- Corporate Profile (mandatory), which must include the following items:
 - Name of the ISP.
 - Number of years in business.
 - Organizational diagram that details the structure of your organization, including any parent, subsidiary, affiliates, and related companies.
 - Contact information: ISP location and contact information.
 - Number of customers.
 - Technical and project management experience of the ISP.
 - Detailed description of all current network infrastructure in the Regional District(s) covered by the application, including all existing fibre, PoPs and COs.
 - Past projects.
 - Additional information illustrating the ISP’s experience and suitability for this project (i.e., interests, background, volunteer experience).
 - ISP references: Attach current references and customer testimonials from people or businesses familiar with the ISP’s past projects and work experience.
- Incorporation Documents: Certificate of Incorporation and most recently filed Annual Report.

- Financial statements.
 - Financial statements must be specific to the legal entity applying for funding and may not be from a related organization.
 - The financial statements submitted must be in the final approved form, including signatures from the organization’s representatives.
 - Applicants must submit financial statements for the 2016 fiscal year or newer.
 - Financial statements must be submitted in their entirety; partial documents will not be accepted.
 - There are three types of financial statements that may be submitted:
 - Notice to reader financial statements.
 - Review engagement financial statements.
 - Audited financial statements.
- Coverage Maps (mandatory):
 - Coverage map(s) in a geo-coded format (*i.e., Google Earth KMZ, ESRI shp file, or similar*). PDF maps will not be accepted.
 - The map(s) must show the current and the proposed service area.
 - The current service area must include existing speeds provided by the applicant, if applicable.
- Maps of fibre lines and microwave links (mandatory, if applicable) in a geo-coded format (*i.e., Google Earth KMZ, ESRI shp file, or similar*).
 - If the applicant is an internet service provider, the map must show all applicant-owned or operated fibre lines, PoPs, COs, and towers showing the microwave links for the geographic area.
- Logical network diagram of the project (mandatory).
- Market analysis: Internet services being provided and potential customers. (mandatory).
- Proposed equipment details (mandatory).
- Resolution (mandatory) must be signed, recently dated and reference the project.
 - Band or Tribal Council resolution, if applicable.
 - Local government/regional district resolution of support, if applicable.
- Funding approval letters from other sources (mandatory, if applicable).
- Regional District or First Nation connectivity infrastructure strategy (if available).

NOTE: Applications submitted without all required attachments will not be reviewed.

Project Review and Assessment

Applications will be subject to a competitive review, assessment process and ranked against selection criteria.

If additional clarifying information is needed to support the review and assessment, applicants will be contacted.

Selection Criteria

Applications will be adjudicated and assessed against the criteria below.

Community Benefits (% of overall score = 25%)

- The application must demonstrate that communities along the route, end-points and general area will benefit from lower cost retail services, greater reliability, and potential for future services not currently available through existing infrastructure.
- The application identifies multiple underserved communities to be served.
- The application provides evidence that the proposed deployment of transport services is a realistic assessment of community needs and anticipated social benefits.
- The application provides evidence of wholesale rates to provide for last-mile services at prices comparable to large urban areas in BC.

Corporate Capability (% of overall score = 10%)*

- The applicant has demonstrated they have selected or are an experienced internet service provider with the expertise and qualifications to implement the project.
- The applicant has demonstrated project management expertise and experience with overseeing high-speed internet connectivity projects.
- The project can start quickly.
- The applicant has addressed rights-of-ways and permits in the timelines of the project.
- The project milestones are reasonable.

Technology Used (% of overall score = 30%)*

- Fibre is preferred.
- The technical solution describes the type of network being installed, the type of technology to be deployed, where it will be used, and how it will be installed.
- The technical solution adequately serves the area for which it is designed (i.e., makes use of the right technology for the geographical and environmental conditions).
- The solution can be scaled and supported to address future needs, including breakout points and end-equipment to allow expansion to other areas.
- The solution does not require the use of satellites.

Financial Leverage Program Funding (% of overall score =30%)*

- Applications with a higher leveraging ratio of provincial funds toward total eligible costs.
- A higher leverage ratio per Gbps installed.

Quality of Application (% of overall score =5%)*

- Is the contribution necessary to fill the funding gap and complete any portion of the project or not?
- If the funding will meet a minimum requirement and allow a project to proceed (as opposed to simply improving on a project that is already feasible) this is preferable as it will lead to more capacity being built.
- Applicant has provided a quality application.
- The application gives confidence that the project can and will succeed.

* Note: Application must meet a minimum of 50% threshold in each of the categories marked with an asterisk (*) to qualify for funding.

Project Approval, Grant Agreement and Reporting

Awarding of funding will be conditional upon finalization of an agreement that sets out the terms and conditions of funding. The program reserves the right to award partial contributions of the total funding requested.

The agreement will require the applicant to follow the program guidelines and requirements, including submitting progress and final reports and financial reporting documents. Further details on reporting requirements will be provided to successful applicants.

Applicants not meeting the agreement requirements could result in the repayment of funding and disqualify the applicant from further applications.

Audits and Site Visits

Recipients may be subject to project, financial and performance audits or site inspections at any time during the term of the grant agreement and for up to three years following project completion.

Events and Communications

The grant agreement may require the following:

- Advance notice to Northern Development and the Province of British Columbia of any promotional activities or events related to the project.
- Acknowledgement of the Province of British Columbia in project communications, events and signage.
- Consent for the Province of British Columbia to publish project details in reports and in promotion of the program (i.e., on websites and in other public material).

Freedom of Information

Applications submitted under the program are subject to the Freedom of Information and Protection of Privacy Act. The information being collected is for the purpose of administering the program and evaluating eligibility of the application.

Reference Material

A Connectivity Handbook has been developed to promote the importance of access to affordable, reliable and adequate broadband infrastructure to meet the needs of British Columbians. The Handbook is intended to help local government bodies and community organizations become more engaged, taking on leadership roles in defining key service opportunities and in developing practical plans that can lead to realistic and affordable broadband solutions.

The Connectivity Handbook is available online at www.northerndevlopment.bc.ca/funding-programs/partner-programs/connecting-british-columbia/.

Definitions

Backhaul: A network connection that transports data traffic from one Point-of-Presence (PoP) to another or from a PoP to a location that contains the internet gateway.

Bandwidth: The capacity for transferring data over a network as measured in bits per second (bps), kilobits per second (Kbps), megabits per second (Mbps), or gigabits per second (Gbps).

Breakout: A location in a transport line where additional transport line(s) can be connected or branched out without compromising the integrity of the main or existing line.

Central Office: A building structure in a locality to which subscriber home and business lines are connected on what is called a local loop. The term is also known as an end office or exchange.

Dependencies: Also known as order of build, this is where separate projects depend on the completion of other projects to proceed.



The diagram above indicates a series of projects exhibiting dependency. Project 3 requires the completion of Project 1 and Project 2, Project 2 depends on the completion of Project 1 and so on.

The dependencies can also be described this way:

Project >>	Project 1	Project 2	Project 3
depends on	None	Project 1	Project 1
			Project 2

Gigabit or Gbps: In data communications, a gigabit is one billion bits. It is commonly used for measuring the amount of data that is transferred in a second between two telecommunications points.

High-speed internet: Also referred to as broadband, high-speed internet is an 'always on' fast connection to the internet. The CRTC's new target for internet speed to the home or business is a minimum speed of 50 Mbps download and 10 Mbps upload.

Monetized donations: Means contributions of goods or services, other than cash from third-parties.

Internet Gateway: A network connection that provides access to the internet for the service provider's last-mile distribution system.

Internet Service Provider: An organization that offers its customers access to the internet.

Last-Mile Infrastructure: The components used to connect homes and businesses to the internet service provider's Point-of-Presence. This may include routers, towers, antennae, fibre, cable, Digital Subscriber Line (DSL) equipment, cable modems, wireless radios and so on.

Long-Term Evolution or LTE: A standard for high-speed communication for mobile devices and data terminals. It increases the capacity and speed using a different radio interface together with core network improvements.

Milestones: Significant stages of completion for your project(s).

National Service Providers: Internet service providers who also provide service outside British Columbia.

Point-of-Presence (PoP): A facility where internet service providers house servers, routers, switches and other communications equipment. A PoP is where an internet service provider's last-mile infrastructure connects to an internet gateway.

Risks: When projects depend on outside factors to proceed. This can include order of build, grants from other sources, matching funding, Crown land applications and so on. For the purposes of the Connecting British Columbia program, any risks must be clearly stated in your application.

Scalability: The ability of a network to expand service to a larger area around the vicinity of the existing connected locale.

Spectrum Licensing: A federal government process granting the licensee permission to use a portion of the radio frequency spectrum in a given geographical area for telecommunications purposes.

Transport: High-speed fibre or radio links building a point-to-point segment between two communities, or extension or breakout segments splitting from existing transport lines.

Unincorporated Area: Is a settlement area within a regional district electoral area.

Application Support / Contact

Any additional questions should be referred to:

Northern Development Initiative Trust

301-1268 Fifth Avenue
Prince George, BC V2L 3L2

250-561-2525

info@northerndevlopment.bc.ca

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MLA BERNIER CONCERNED ABOUT IMPACT OF ALR RECOMMENDATIONS ON OIL AND GAS INDUSTRY

By **Chris Newton** - August 16, 2018 11:24 am

DAWSON CREEK, B.C. – Peace River South MLA Mike Bernier says he's concerned about some of the recommendations that were made to Agriculture Minister Lana Popham in an interim report by an advisory committee looking into revitalizing the Agricultural Land Commission and Agricultural Land Reserve, saying that those recommendations could have a negative impact on the Peace Region's oil and gas industry.



The committee's interim report, released last Wednesday, identified 13 recommendations for legislative and regulatory change, as well as four recommendations for action to protect the ALR. The committee also identified 14 key issues that are still under consideration for its final report.

Among the recommendations for action to protect the ALR, the committee made two recommendations to mitigate the impacts of oil and gas activity on agricultural lands. The committee recommended that a Deputy Minister-level multi-agency and multi-jurisdictional task force to develop a strategy focused on how a balance can be achieved between agriculture and oil and gas extraction, as well as for the ALC to have an increased presence in Northern B.C.

"The Committee has previously noted that it is imperative there be a government-wide policy shift in identifying agricultural land and industry as a resource equivalent to other resources, and oil and gas is no exception," reads the report. "It is essential an 'agriculture-first' approach be applied to the ALR in the Northeast."

The report goes on to say that, "The development of the energy sector has exceeded the capacity of the current regulatory environment to protect farmland. The impacts of oil and gas extraction on agricultural land and farm businesses in Northeast B.C. have reached a breaking point. Cumulative impacts over the last decade from accelerating oil and gas development have rendered portions of agricultural lands unusable and others difficult to farm. With continued changes in extraction and processing methods along with the pace and scale of development, these activities that were once considered temporary are no longer. Instead they are permanent industrial sites built on farmland and next to farm communities."

However, Bernier says that the committee's report contains recommendations that would seek to undo changes that were made by the previous Liberal government in 2014 which he says gives farmers with ALR land more flexibility. "For over fifty years both industries have operated side by side in harmony and without major incident," said Bernier. "Four years ago the previous government divided the ALR into two separate zones in order to recognize regional differences and give farmers more opportunities to make money on their land. The Minister of Agriculture's Advisory Committee for Revitalizing the ALR wants to change all that, and quite a bit more."

Bernier said that one of his chief concerns is the potential ramifications for the natural gas extraction industry due to the upcoming final investment decision from LNG Canada, which is anticipated to occur before the end of the year.

"The last thing we need is to be raising more red flags that could stand in the way of building TransCanada's Coastal GasLink pipeline," he added.

October 16, 2018

ELECTORAL AREA DIRECTORS' COMMITTEE

DIARY ITEMS

<u>Topic</u>	<u>Notes</u>	<u>Diarized</u>
1. Internet		November 16, 2017
2. Tour for the Water Advisory Committee Members	Arrange a final meeting 6 to 8 months after operation begins; to close the loop. New addition: Arrange a tour and ribbon cutting/grand opening event upon completion of the water station	November 16, 2017 June 21, 2018
3. Meetings with Ministers and MLA's		November 16, 2017
4. Cell Towers within the Region		December 14, 2017
5. Electoral Area D Water Referendum		February 14, 2018