

**NORTH COAST REGIONAL DISTRICT
REGULAR BOARD MEETING**
AMENDED AGENDA
Held at 344 2nd Avenue West in Prince Rupert, B.C.
Friday, January 26, 2017 at 7:00 PM

1. CALL TO ORDER

2. CONSIDERATION OF AGENDA (additions/deletions)

3. BOARD MINUTES & BUSINESS ARISING FROM MINUTES

3.1	Minutes of the Regular Meeting of the North Coast Regional District Board held December 8, 2017	Pg 1-7
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4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

4.1	Minutes of the Regular Meeting of the Moresby Island Management Standing Committee held November 7, 2017	Pg 8-9
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5. DELEGATIONS

5.1	Port Edward Historical Society – Update on North Pacific Cannery	Verbal
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6. FINANCE

6.1	J. Musgrave, Administrative Assistant – Cheques Payable over \$5,000 for December, 2017	Pg 10
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7. CORRESPONDENCE

7.1	North Central Local Government Association – NCLGA Board Report	Pg 11-17
7.2	O'Brien & Fuerst Logging Ltd. – The Real Community Forest Plan for Haida Gwaii	Pg 18-19
7.3	Pacific Northern Gas – Notification/Invitation to Consult on Proposed Pipeline	Pg 20-24
7.4	Tourism Prince Rupert – BC Ferries Report	Pg 25-43
7.5	Gwaii Haanas – Kii.ngaay: A Year in Review 2017	Pg 44
7.6	Association of Vancouver Island & Coastal Communities – Resolutions Notice & Call for Nominations to the AVICC Executive	Pg 45-52
7.7	Village of Port Clements – Cellular Coverage in Port Clements	Pg 53-54
7.8	J. Cohen – Expression of Interest to Join Regional Recycling Advisory Committee	Pg 55

7.9	BC Passenger Transportation Board – RE: Application 256-17 Amendment to PT Licence	Pg 56-57
7.10	Misty Isles Economic Development Society – MIEDS Operating Accounts Update and Advance Notice of Change for 2019 Grant Writing Invoices	Pg 58-61
<u>Add:</u> <u>7.11</u>	BC Utilities Commission – An Inquiry into the Regulation of Electric Vehicle Charging Service – Establishment of Regulatory Timetable and Preliminary Scope	Pg 61a-61g
<u>Add:</u> <u>7.12</u>	Ministry of Forests, Lands and Natural Resource Operations – Requesting Support to Bring Wildsafe Programming to Haida Gwaii	Pg 61k-61i

8. REPORTS / RESOLUTIONS

8.1	D. Fish, Corporate Officer – Pilotage Act Review	Pg 62-100
8.2	D. Fish, Corporate Officer – 2017 Grant Writing Activities	Pg 101-102
8.3	D. Lomax, Recreation Coordinator – Haida Gwaii Regional Recreation: 2017 4 th Quarter Reporting	Pg 103-114
8.4	D. Fish, Corporate Officer – North Coast Regional District Rebranding Update	Pg 115-120

9. BYLAWS

9.1	Bylaw No. 618, 2017 – being a bylaw to establish a fire and rescue protection service within a portion of Electoral Area D to provide taxation funding for the operational costs of the Tlell Volunteer Fire Department <i>Prior to adoption.</i>	Pg 121-124
9.2	Bylaw No. 619, 2018 – being a bylaw to authorize the entering into of an agreement respecting financing between the North Coast Regional District and the Municipal Finance Authority of B.C. <i>Prior to first, second, third readings and adoption.</i>	Pg 125-130
9.3	Bylaw No. 620, 2018 – being a bylaw to provide for the borrowing of money during fiscal year 2018 in anticipation of revenue <i>Prior to first, second, third readings and adoption.</i>	Pg 131

10. LAND REFERRALS / PLANNING *(Voting restricted to Electoral Area Directors)*

10.1	M. Williams, Consultant – Land Referral: Pacific Shellfish Aquaculture Application, Electoral Area A	Pg 132-154
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11. NEW BUSINESS

11.1	Directors' Reports	Verbal
11.2	DP World Prince Rupert Fairview Container Terminal Incident	Pg 155-156
11.3	North Coast Regional District application to Northern Development Initiative Trust's Economic Development Capacity Building Program	Pg 157-165

12. OLD BUSINESS

12.1	2018 North Coast Regional District Board Meeting Schedule	Pg 166
12.2	North Coast Regional District Letter of Support for North Pacific Cannery	Pg 167
<u>Add:</u> <u>12.3</u>	January 15, 2018 North Coast Regional District & Prince Rupert Port Authority Meeting	Pg 167a

13. PUBLIC INPUT**14. IN-CAMERA**

That the public be excluded from the meeting according to section 90(1)(e) of the <i>Community Charter</i> "the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality."	---
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15. ADJOURNMENT



NORTH COAST REGIONAL DISTRICT

MINUTES of the Regular Meeting of the Board of Directors of the North Coast Regional District (NCRD) held at 344 2nd Avenue West in Prince Rupert, B.C. on Friday, December 8, 2017 at 7:00 p.m.

PRESENT

PRIOR TO ADOPTION

Chair	B. Pages, Village of Masset
Directors	L. Brain, City of Prince Rupert D. Franzen, District of Port Edward G. Martin Village of Queen Charlotte (<i>teleconference</i>) D. Nobels, Electoral Area A K. Bergman, Electoral Area C M. Racz, Electoral Area D B. Beldessi, Electoral Area E
Regrets	N. Kinney, City of Prince Rupert U. Thomas, Village of Port Clements
Staff	D. Chapman, Chief Administrative Officer D. Fish, Corporate Officer S. Gill, Treasurer
Public	1
Media	1

1. CALL TO ORDER 7:00 p.m.

2. AGENDA

MOVED by Director Franzen, SECONDED by Director Racz, that the December 8, 2017 North Coast Regional District amended Regular agenda be adopted further amended and adopted as follows:

11.2 WCC LNG ExxonMobil

426-2017

CARRIED

3. MINUTES & BUSINESS ARISING FROM MINUTES

3.1 Minutes of the Statutory Meeting of the North Coast Regional District Board held November 24, 2017

MOVED by Director Franzen, SECONDED by Director Nobels, that the minutes of Statutory meeting of the North Coast Regional District Board held November 24, 2017 be adopted as presented.

427-2017

CARRIED

- 3.2 Minutes of the Regular Meeting of the North Coast Regional District Board held November 24, 2017

MOVED by Director Nobels, SECONDED by Director Racz, that the minutes of Regular meeting of the North Coast Regional District Board held November 24, 2017 be adopted as presented.

428-2017

CARRIED

Director Brain joined the meeting at 7:05 p.m.

4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

None.

5. DELEGATIONS

- 5.1 Community Energy Association – Electric Vehicle Charging Network Collaboration

Dale LittleJohn, Executive Director, Community Energy Association, addressed the Board, via teleconference, with respect to the Community Energy Association and its Electric Vehicle Charging Network Collaboration proposal.

The Community Energy Association anticipates undertaking a study to examine electric vehicle readiness workshops, leverage learnings, establish a deployment strategy, develop an outreach plan, and ultimately be used to approach potential funders of the project.

Mr. LittleJohn requested that the Board of the North Coast Regional District pass a resolution supporting the project and committing \$9,000 in 2018, subject to a successful grant application to the Federation of Canadian Municipalities Climate Innovation Program.

Mr. LittleJohn answered questions posed by the Board.

The Chair thanked Mr. LittleJohn for his presentation.

6. FINANCE

- 6.1 J. Musgrave, Administrative Assistant – Cheques Payable over \$5,000 for November, 2017

MOVED by Director Franzen, SECONDED by Director Racz, that the staff report on Cheques Payable over \$5,000 issued by the North Coast Regional District for November, 2017 be received and filed.

429-2017

CARRIED

7. CORRESPONDENCE

- 7.1 Northern Development Initiative Trust – Northwest Regional Advisory Committee 2018 Appointment

MOVED by Director Nobels, SECONDED by Director Brain, that the correspondence from Northern Development Initiative Trust with respect to appointment to the Northwest Regional Advisory Committee for 2018 be received.

430-2017

CARRIED

- 7.2 Municipal Finance Authority of B.C. – MFA Appointment of Members for 2018

MOVED by Director Brain, SECONDED by Director Beldessi, that the correspondence from the Municipal Finance Authority of B.C. with respect to appointment of a member for 2018 be received.

431-2017

CARRIED

- 7.3 Vancouver Island Regional Library – Appointment to the 2018 Vancouver Island Regional Library Board

MOVED by Director Brain, SECONDED by Director Nobels, that the correspondence the Vancouver Island Regional Library with respect to appointment to the 2018 Vancouver Island Regional Library Board be received.

432-2017

CARRIED

- 7.4 Greyhound Canada Transportation ULC – Notice of Public Meetings

MOVED by Director Nobels, SECONDED by Director Brain, that the correspondence from Greyhound Canada Transportation ULC with respect to its notice of public meetings for its application amendment with the Transportation Board be received.

433-2017

CARRIED

MOVED by Director Nobels, SECONDED by Director Brain, that correspondence be sent to the B.C. Passenger Transportation Board and Greyhound Canada ULC to reiterate the Board's opposition to the proposed amendment to the transportation license #70414;

AND FURTHER THAT the correspondence inquire as to why a public meeting was not scheduled to take place in Prince Rupert, B.C.

434-2017

CARRIED

- 7.5 Union of B.C. Municipalities – Gas Tax Agreement Community Works Fund Payment

MOVED by Director Nobels, SECONDED by Director Brain, that the correspondence from the Union of B.C. Municipalities with respect to the North Coast Regional District's community works fund payment be received for information.

435-2017

CARRIED

- 7.6 Honourable Selina Robinson, Minister of Municipal Affairs and Housing – UBCM Follow-Up

MOVED by Director Nobels, SECONDED by Director Brain, that the correspondence from the Minister of Municipal Affairs and Housing with respect to the North Coast Regional District's meeting with the Minister at the 2017 UBCM convention be received.

436-2017

CARRIED

- 7.7 BC Council of Forest Industries & Coast Forest Products Association – Stronger Together

MOVED by Director Franzen, SECONDED by Director Brain, that the correspondence from the BC Council of Forest Industries & Coast Forest Products Association with respect to their merger be received.

437-2017

CARRIED

- 7.8 BC Hydro – Update to Air Emission Permit for the Masset Diesel Generating Station

MOVED by Director Brain, SECONDED by Director Racz, that the correspondence from BC Hydro with respect to its permit amendment request for the Masset diesel generating station be received.

438-2017

CARRIED

The Board requested that staff follow-up with the Village of Masset staff following its Regular Council meeting to provide comments to BC Hydro similar to those expressed by the Village of Masset Council.

8. REPORTS – RESOLUTIONS

- 8.1 D. Fish, Corporate Officer – Pilotage Act Review

MOVED by Director Nobels, SECONDED by Director Franzen, that the report from staff entitled "Pilotage Act Review" be received;

AND THAT the report entitled "Pilotage Act Review" be brought forward to the January 26, 2017 Regular meeting of the Board for further consideration.

439-2017

CARRIED

- 8.2 D. Fish, Corporate Officer – 2015-2018 Strategic Priorities Update

MOVED by Director Nobels, SECONDED by Director Brain, that the report from staff entitled "2015-2018 Strategic Priorities Update" be received for information.

440-2017

CARRIED

9. BYLAWS

- 9.1 Bylaw No. 613.1, 2017 – Being a bylaw to provide for the amendment of the North Coast Regional District Five Year Financial Plan Year 2017-2021 Bylaw No. 613, 2017

MOVED by Director Nobels, SECONDED by Director Brain, that the report from staff entitled “2017-2021 Five Year Financial Plan Amendment Bylaw No. 613.1, 2017” be received;

AND THAT Bylaw No. 613.1, 2017 be given first reading.

441-2017

CARRIED

MOVED by Director Beldessi, SECONDED by Director Racz, that Bylaw No. 613.1, 2017 be given second reading.

442-2017

CARRIED

MOVED by Director Racz, SECONDED by Director Brain, that Bylaw No. 613.1, 2017 be given third reading.

443-2017

CARRIED

MOVED by Director Nobels, SECONDED by Director Brain, that Bylaw No. 613.1, 2017 be adopted.

444-2017

CARRIED

10. LAND REFERRALS / PLANNING

- 10.1 M. Williams, Planning Consultant – Land Referral: Natural Resource Canada - Proposal for Map Reserve

MOVED by Director Beldessi, SECONED by Director Racz, that the consultant’s report entitled “Land Referral: Natural Resource Canada - Proposal for Map Reserve” be received;

AND THAT the Board of the North Coast Regional District support the land referral from Natural Resource Canada with respect to a map reserve on Moresby Island.

445-2017

CARRIED

- 10.2 M. Williams, Planning Consultant – Land Referral: Jim Abbott – Proposal for Log Handling & Storage

MOVED by Director Beldessi, SECONED by Director Racz, that the consultant’s report entitled “Land Referral: Jim Abbott – Proposal for Log Handling & Storage” be received;

AND THAT the Board of the North Coast Regional District support the land referral from Mr. Abbott with respect to a log handling and storage tenure on Kwakwaka’wakw Island.

446-2017

CARRIED

11. NEW BUSINESS

11.1 Director's Reports

MOVED by Director Franzen, SECONDED by Director Brain, that the verbal reports from the Directors, as follows, be received:

Director Brain – City of Prince Rupert

- Pembina announced a positive financial investment decision for its proposed liquefied petroleum gas export terminal on Watson Island; and
- The City continues to work toward rebranding of Watson Island to the Watson Island Intermodal Trade and Logistics Park.

Director Nobels – Electoral Area A

- Staff attended a community meeting in Dodge Cove on November 25, 2017 to discuss a potential ferry service for Dodge Cove.

Director Bergman– Electoral Area C

- Small Craft Harbour Authority replaced a failing piling on the Oona River community dock.

Director Beldessi – Electoral Area E

- Staff attended a community meeting in Dodge Cove on November 25, 2017 to discuss a potential ferry service for Dodge Cove.

Director Racz – Electoral Area D

- There is a new Health & Wellness Centre and Co-op building open in Skidegate; and
- Community Forest discussions are ongoing, with the most-recent setback being proposed cut blocks not being approved at the Solutions Table.

Director Martin – Village of Queen Charlotte

- The Village hosted a community meeting with respect to fire hall planning. The Village is approximately \$1 million short of the capital requirements necessary to undertake the project;
- The Village continues to meet with BC Housing to address its current supportive housing shortage;
- The Village recently met with the BC Ambulance Service to discuss the on-island paramedic program;
- Director Martin, on behalf of the North Coast Regional District, will be attending the Haida Gwaii Museum Annual General Meeting on December 9th, 2017.

Chair Pages – Village of Masset

- The Village's waterline replacement project is ongoing, with archaeological assessments now having been completed. The road repaving will take place in Spring 2018.

447-2017

CARRIED

11.2 WCC LNG ExxonMobil

MOVED by Director Brain, SECONDED by Director Racz, that the verbal report from Director Nobels with respect to a November 28th, 2017 meeting between WCC LNG and North Coast Regional District staff to discuss the WCC LNG project and the company's intent to scale back for the foreseeable future be received for information.

448-2017

CARRIED

12. OLD BUSINESS**12.1 2018 North Coast Regional District Board Meeting Schedule**

MOVED by Director Nobels, SECONDED by Director Brain, that the Board adopt the 2018 North Coast Regional District Board meeting scheduled as presented.

449-2017**CARRIED**

MOVED by Director Brain, SECONDED by Director Nobels, that the Board of the North Coast Regional District, in principal, support the Community Energy Association's Electric Vehicle Charging Network Collaboration project;

AND THAT the Board provide a letter of support to the Community Energy Association for its application to the Federation of Canadian Municipalities' Municipalities for Climate Innovation Program;

AND FURTHER THAT the Community Energy Association's request for funding to support the Electric Vehicle Charging Network Collaboration project be brought forward to the 2018 budget discussions.

450-2017**CARRIED****13. PUBLIC INPUT**

There was 1 question from the public.

14. IN CAMERA

MOVED by Director Nobels, SECONDED by Director Brain, that the Board move to the In-Camera meeting following the Regular meeting according to section 90(1)(a) of the *Community Charter* "personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality."

451-2017**CARRIED****15. ADJOURNMENT**

MOVED by Director Nobels, SECONDED by Director Brain, that the North Coast Regional District Regular Board meeting be adjourned at 8:52 p.m.

452-2017**CARRIED**

Approved and adopted:

Certified correct:

Chair

Corporate Officer



NORTH COAST REGIONAL DISTRICT

MORESBY ISLAND MANAGEMENT STANDING COMMITTEE

MINUTES of the Regular Meeting of the Moresby Island Management Standing Committee (MIMSC) held at Sandspit Community Centre, Sandspit, B.C. on November 7, 2017 at 7:00 PM.

Adopted December 5, 2017

PRESENT Gail Henry, Behn Cochrane, Bill Quaas, Bill Beldessi

ABSENT Stan Hovde

Chair Gail Henry

Vice Chair Behn Cochrane

Staff Barb Parser

Public 3

1. CALL TO ORDER 7:04 PM

2. CONSIDERATION OF AGENDA (additions/deletions)

2.1 Agenda November 2017

056-2017 MOTION to adopt agenda as presented moved by Bill Quaas, seconded by Behn Cochrane, Carried

3. MINUTES & BUSINESS ARISING FROM MINUTES

3.1 Minutes October 2017

057-2017 MOTION to adopt and file October Minutes, moved by Behn Cochrane, seconded by Bill Quaas, Carried

4. DELEGATIONS

None

5. CORRESPONDENCE

None

6. REPORTS – RESOLUTIONS

6.1 Water Operators Report

058-2017 MOTION to purchase a Pollard Geophone leak detector moved by Bill Beldessi, seconded by Behn Cochrane, Carried

6.2 Directors Report - Updates on BC Ferries and VIRL

059-2017 MOTION to receive and file reports 6.1 and 6.2 moved by Behn Cochrane, seconded by Bill Quaas, seconded, Carried

7. OLD BUSINESS

None

8. NEW BUSINESS

8.1 Credit Union Hours

060-2017 MOTION to write a letter to Credit Union Board Members on behalf of Sandspit Community Members regarding hours of operation and to set up a petition moved by Behn Cochrane, seconded by Bill Quaas, Carried

9. PUBLIC INPUT

10. IN CAMERA

11. ADJOURNMENT

061-2017 Motion to Adjourn by Bill Beldessi, 7:54 PM, Carried

Approved and adopted:

Certified correct:

Chair

Secretary

North Coast Regional District
Cheques payable over \$5,000 - DECEMBER, 2017

Payable To	Date	Amount	Purpose
Big Red Enterprises Ltd.	14-Dec	\$ 17,303.31	November Garbage Collection Contract
C & C Beachy Contracting	14-Dec	\$ 5,239.50	Build new access road, Phase 5A (Landfill)
Pacific Blue Cross	14-Dec	\$ 6,370.31	November PBC & BC Life Premiums
Ticker's Hauling & Storage	14-Dec	\$ 7,707.00	Transport recyclables, building & equipment rental and porto toilet rental & cleaning
Upanup Studios	14-Dec	\$ 11,527.95	RD Rebranding & Website Projects
Municipal Pension Plan	22-Dec	\$ 6,712.54	Payroll Remittance (PP25-2017)
Receiver General	22-Dec	\$ 8,936.58	Payroll Remittance (PP25-2017)

CHEQUES OVER \$5,000: \$ 63,797.19

CHEQUES UNDER \$5,000: \$ 37,470.57

TOTAL CHEQUES: \$ 101,267.76



December 12th, 2017

Re: NCLGA Board Report

Dear Mayors, Chairs, Councillors and Directors,

This is a brief NCLGA Board Report to keep you updated on your area association's most recent news:

NCLGA Staff Changes: Our Executive Director, Oliver Ray, has been with us on a five year contract which ends on June 30th 2018. He has formally indicated that he will not be renewing his contract, but will instead be making up for lost time in his art studio. We appreciate all he has done for the NCLGA and look forward to following his next steps as an amazing and inspiring artist. We are also grateful to have Kaila Nielsen on the NCLGA Team as our Communications Coordinator. She is a much needed asset to the organization and has played an integral role for the past year. The NCLGA is currently reviewing staffing options for next term and creating our operational 2018-2019 budget.

Resolutions Bylaw: According to the NCLGA's Constitution and Bylaws, particularly bylaw 21 (1) and 21 (6), resolutions can be derived from gatherings like the Northern Mayors and Chairs Roundtable or the Rural Roundtable and presented to the membership at an NCLGA annual general meeting. We wanted to remind each of you of this fact because the resolutions process is what drives the NCLGA's advocacy efforts. We strive to create the best resolutions process of all the area associations in BC. Your NCLGA Constitution and Bylaws are available on the NCLGA website.

Mayors, Chairs and CAOs Roundtable Update: Official invitations have been sent out to this event and we've already had a very strong response. We're expecting a full house again this time around. We are very proud to be welcoming Chief Terry Teegee (Assembly of First Nations/ BC) to discuss reconciliation, as well as elected officials from the Provincial government and members of the COFI team for an interactive discussion around the future of forestry in the region. The event is supported, financially, by the Northern Voices Endowment Fund, and I look forward to seeing you all there.

Bid on Hosting the 2019 Convention: Attached to this report is a call for bids to host the NCLGA's 2019 Convention. The quick notes are: 1.) the event adds \$250,000 to your local economy, 2.) it occurs in the beginning of May, and 3.) we have simplified and reformulated the execution of this event to make it much less cumbersome and more rewarding for host community organizers. We look forward to seeing your bids! The deadline for submissions is February 26th.

BILLED DEC 19 2017
REC

Flights to the 2018 Convention: We are already ahead of last year's numbers for your NCLGA convention in May. This is great news, and means we will surely have a very robust attendance with a lot of divergent and interesting perspectives, opportunities and solutions. Fort Nelson is our most northern member and getting to and from that wonderful community can take more earnest planning.

Northern Thunderbird Air is providing chartered aircraft according to demand, to help delegates get to the convention. Geraldine Craven from the Regional District of Bulkley Nechako has been working with them on this. It isn't an easy or straightforward process, however, and requires commitments from roughly 20 travelers per plane.

If you aren't driving or taking a regularly scheduled flight to Fort Nelson next May, Geraldine has offered to give you her insights and info around chartering a plane:

Geraldine Craven
Administration Clerk/Receptionist
Phone: (250) 692-3195
Toll Free: 1 800 320-3339
Email: geraldine.craven@rdbn.bc.ca

Registration and the draft agenda for your 2018 NCLGA convention is available on the NCLGA website.

Website Reminder: Almost anything you need to know about your area association is available at www.nclga.ca. From policy manuals, how to bid on conventions and the community leadership awards to lists of members, strategic planning and resolutions, it is a one stop shop for local government leaders and stakeholders alike. We have also created a searchable component to the website to assist in your advocacy efforts and resolution writing.

If you have any questions about these topics or any other NCLGA related issues, please don't hesitate to connect with any of your NCLGA Board members:

Shaely Wilbur, Councillor	City of Dawson Creek	President
Gord Klassen, Councillor	City of Fort St. John	1 st Vice President
Laurie Walters, Councillor	City of Williams Lake	2 nd Vice President
Laurey-Anne Roodenburg, Councillor	City of Quesnel	Past President
Cheryl Shuman, Councillor	City of Dawson Creek	Director At Large
Sarrah Storey, Councillor	Village of Fraser Lake	Director At Large
Lara Beckett, Director	Regional District of Fraser-Fort George	Director at Large

Brad Sperling, Director	Peace River Regional District	Appointed Regional Representative
Dave MacDonald, Mayor	District of Port Edward, North Coast Regional District	Appointed Regional Representative
Lynne Christiansen, Councillor	City of Terrace, Kitimat-Stikine Regional District	Appointed Regional Representative
Joan Sorley, Director	Cariboo Regional District	Appointed Regional Representative
Shane Brienens, Mayor	District of Houston, Bulkley-Nechako Regional District	Appointed Regional Representative
Pat Crook, Mayor	District of Mackenzie, Regional District of Fraser-Fort George	Appointed Regional Representative
Lorraine Gerwing, Councillor	Fort Nelson, Northern Rockies Regional Municipality	Appointed Regional Representative

We greatly appreciate your hard work and dedication to making central and northern BC the best place in the world to live, work and play.

Sincerely,


 Shaely Wilber
 NCLGA President

*Wishing you all the best
 over the holiday & blessing
 in the New year.*



Annual General Meeting & Convention Request for Bids (2019)

2019 NCLGA Annual General Meeting & Convention

Established in 1955, North Central Local Government Association is a non-profit, non-partisan association comprised of all elected officials in North Central British Columbia. We work to connect communities, identify common challenges and facilitate positive change. As our name implies, we are a coalition of cities, towns, Aboriginal communities, villages and regional districts. Our jurisdiction covers 70% of BC's landmass and includes nearly 60% of the province's Aboriginal population. Although forestry remains paramount, recent multi-billion dollar energy and mining projects make our region, per capita, one of the most heavily invested areas in North America.

The NCLGA is the local area association to over 265 local government leaders and represents over 41 communities in the north central region of British Columbia. The Annual General Meeting and Convention is an incomparable opportunity to welcome industry, government, First Nations and other key decision makers from across the province to your community. Hosting the AGM & Convention not only provides a significant economic impact (\$250,000+), but it gives you the opportunity to set the agenda for the event – from sessions and speakers to official tours, the host community has significant input into specific programming over the course of the three day event. Hosting the convention also gives you the opportunity to showcase your community, and show off what exactly makes it a great place to live, work, and invest.

The NCLGA AGM & Convention is a fantastic event, and we encourage your community to consider hosting north central BC's top decision makers in 2019!

**If necessary, the NCLGA can provide seed money to a successful host community to help begin the planning process.*

Host Community Responsibilities

The NCLGA is responsible for all area association business sessions during the AGM. This includes the election of officers, resolutions debate, annual reporting, etc. Many of the other conference items, at least in part, fall under the purview of the Host Community.

Firstly, the Host Community should organize an internal convention planning group as soon as they are notified of their successful bid. This is usually a small group of 2 to 4 individuals, including at least one elected official.

As well, the Host Community will need to appoint a staff person who will be able to commit a modicum of hours toward convention planning for several months prior to the actual event. In the three months before the conference takes place, this individual will see their time requirements increase.

Below is a list of general responsibilities and pertinent information that falls under the purview of the successful Host Community:

1. Formulating event agenda and budget. This is a very straightforward process which uses templates provided from past NCLGA conferences. The only difficulty is setting up a planning committee and coming up with interesting, engaging content.
2. Securing a venue as per event requirements (to accommodate up to 400 delegates). It is best to have a single venue where all meals, addresses, and sessions take place, ideally with an adequate amount of round tables (eight chairs per table) and a stage. The tradeshow area (between 20 – 30 booths) should be as close as possible to the main seating area.
3. Work with NCLGA staff to organize a registration page (through CivicInfo BC) and provide a contact person locally who can answer intermittent- usually quite simple- questions about the registration process.

**The NCLGA will have a page dedicated to relevant conference info on their website and NCLGA staff will update it regularly.*

4. Arranging audio visual services for the conference. The NCLGA will let host communities know the exact requirements, and most local A/V companies either have what is needed or they can get it easily.
5. If applicable, developing/ implementing a Partners' Program/ Tour (for spouses, friends, associates who are not actually conference delegates).
6. Providing a minute-taker during business sessions, as well as a parliamentarian.
7. Securing blocks of accommodation for delegates (for approx. 300 – 400 people).
8. Creating the convention logo/ theme.
9. Work with NCLGA staff to liaise with committed sponsors as the process unfolds (although the NCLGA is ultimately responsible for raising sponsorship dollars). The host's primary function around sponsorship is simply to provide invoices and receipts, (cheques are made payable to the host community) and to finalize details with sponsors.

As a non-profit organization, this is the NCLGA's principle fundraising event. All profits belong to the NCLGA, and are critical to our operational budget. Keep in mind, however, that the dollars spent in the host community far outweigh the profits returned to the NCLGA.

10. Developing and coordinating a variety of simple but important event details (i.e. catering, gift bags, tradeshow layout, signage, etc). These aren't huge items at all, but

they require local knowledge and local contacts, which is why they fall under host community duties.

Detailed information pertaining to these points will follow upon successfully securing your bid to host the NCLGA AGM and Convention. Essentially, the past agendas, sponsorship packages and budgets are used as templates. All previous event documentation is made available to the Host Community, and NCLGA staff will meet with appropriate Host Community staff representatives as often as required.

This is not a complex event to organize, although its size and scope do require the appointment of a dedicated Host Community employee. The NCLGA works with Lindsey Borek of Platinum Events to help insure a smooth registration process, efficient sponsor follow-up/ invoicing and the overall execution of the event. If you have any questions about the role of Platinum Events or the Convention in general, do not hesitate to contact the NCLGA office at 250-564-6585.

***Please submit your bid via email, indicating your community's staffing, accommodation and venue capabilities (and any other relevant information you would like to highlight) to the NCLGA's Executive Director, Oliver Ray: oray@nclga.ca.**

The deadline for submissions is 6:00 p.m., February 26nd, 2018, and the NCLGA Board of Directors will choose the 2019 Host Community at their Board meeting the following month.

The Real Community Forest Plan for Haida Gwaii

December 19, 2017

Village of Queen Charlotte
Village of Port Clements
Village of Masset
Regional District Directors
Masset Band Council
Skidegate Band Council
Council of the Haida Nation

Dear Council Members:

There has been talk of a Community Forest for many years. It is our belief that a properly managed, free market based Community Forest controlling all the timber on Haida Gwaii administered by local people who understand logging and Island culture acting in the best interest of all Island residents would inject millions of dollars annually into the local economy to the benefit of all Island communities and their people.

There would be many exciting possibilities for logging and revenue generation for Haida Gwaii if there were to be a spirit of co-operation. Our information is that the Annual Allowable Cut (AAC) is currently set at approximately 900,000m³ and has the potential to generate \$25 to \$30 million dollars profit annually in stumpage which could be realized locally.

If the Community Forest were to take control of the AAC and have the revenue directed to the Island communities, money would be available to improve infrastructure and services in every community. Perhaps even a swimming pool and skating rink would become viable.

In our opinion there is a lot of mismanagement in the forest industry as it stands today and silviculture practices need to be improved. Far too many revenues are

leaving our Island. There is a lot of local knowledge to draw on, including people versed in logging practices, management and marketing. This knowledge is a valuable resource that should be used in the development of the policies, practices and procedures for the Community Forest. Our renewable resource must be managed **and** our logging jobs protected for the well-being of Haida Gwaii.

There are some models for Community Forests in BC, we need to investigate these models and if there are ideas that will work here we should use them. But most importantly we need to come up with a Plan that works for OUR Community Forest.

Logging jobs are critically important to the well-being of Haida Gwaii. Together we can utilize our resource to the maximum economic value to create community stability and long term residency for families. If the value of the timber remained on the islands there would be exciting potential for new businesses, recreation facilities and the stability of other companies operating here to serve us, such as airlines and ferries.

In the spirit of the Protocol Agreement we need to come together to develop a Community Forest designed with a sustainable cut level to improve the economy and life style for everyone. It could provide jobs and opportunities for anyone willing to put in some time and effort. Tourism is important but the revenues from logging are also needed to maintain our local economy.

Yours Truly,

Randy O'Brien,
O'Brien & Fuerst Logging Ltd.

David Froese,
Infinity West



Pacific Northern Gas Ltd.
 #2900 Kerr Street
 Terrace, BC V8G 4L9
 Phone: (250) 638-5336
 Fax: (250) 635-9758

December 22, 2017

Skeena Queen Charlotte Regional District
14, 342 3rd Avenue West
Prince Rupert, BC V8J 1L5
info@sqcrd.bc.ca

Official Community Plan

NOTIFICATION / INVITATION TO CONSULT ON PROPOSED PIPELINE

AREA:	Ridley Island, BC
PROJECT NAME:	Ridley Island Pipeline Relocation
PIPELINE LOCATION:	From a-96-K, 103-J-1 to b-86-K, 103J-1
RNLS FILE:	171298

Please be advised that **Pacific Northern Gas Ltd.** is planning to relocate a sweet Natural Gas pipeline on Ridley Island, British Columbia. The exact location of the above mentioned pipeline is shown on the attached Map.

This notice is being provided as required by the Oil and Gas Activities Act (OGAA) Consultation and Notification Regulations.

PROJECT DESCRIPTION

Pacific Northern Gas Ltd. (PNG) proposes to relocate a section of an existing 114.3 mm high pressure sweet natural gas distribution pipeline to make way for the construction of additional rail track infrastructure on Ridley Island. This relocation is proposed as a new pipeline segment (Project 3597, Segment 019) that will replace an existing pipeline segment (Project 3597, Segment 012). In addition to the relocation, PNG also proposes to add a new tie-in to an existing pipeline segment (Project 3597, Segment 016). The proposed new tie-in segment (Project 3597, Segment 020) will be left capped underground for future expansion of the PNG network on Ridley Island.

This project will involve the installation of approximately 830 m of 114.3 mm steel high pressure distribution pipeline that will parallel the existing pipeline with an offset distance of 10 m. The new pipeline segment will be installed in a dedicated Prince Rupert Port Authority (PRPA) utility corridor from an underground tie-in at a-096-K / 103-J-01 to an underground tie-in at b-086-K / 103-J-01. All of the proposed work will be on PRPA controlled lands, take place exclusively on a previously developed and previously cleared industrial site, and involve only the modification of existing infrastructure.

The pipeline segments will be designed and installed according to CSA Z662-15 and will have maximum operating pressures and maximum design pressures that matches the currently permitted PNG project 3597 (4,136 kPag & 9,750 kPag respectively).

Equipment Required:

Equipment for construction of the proposed pipeline will include: regular pickup trucks, welding trucks, tracked excavators, skid steer loaders, dump trucks and tractor trailer units.

Construction of this pipeline is expected to begin in early Q1 2018 and finish in late Q1 2018.

Surveying of the pipeline will be performed by McElhanney Geomatics, Prince Rupert, BC

The following table summarizes the potential impacts from construction & operation of the proposed pipeline:

Traffic	Construction – Medium/Light equipment will be required for the installation of the pipeline. There will be a minor increase in vehicle traffic (Light Truck/Car) from the Construction Crew. Daily Operation – Local operators will be visiting the pipeline on a regular basis. Operations will be coordinated with PRPA and other lease holders on Ridley Island
Flaring	N/A.
Odours	Slight odors are anticipated for the construction of the pipeline, including the smell of natural gas during blow down and tie-in activities.
Emissions	Light-duty Diesel vehicles and normal light-duty gasoline vehicles will be used during construction.
Dust Control	Minor increase in dust may occur during the construction of this project. If dust becomes an issue, Pacific Northern Gas Ltd. will look at methods to reduce the amount of dust produced.
Noise	Minor increase in noise may occur during construction hours.
Similar Facilities in the Area:	There are similar facilities in the area. This project is limited to the relocation of portions of these existing assets.
Emergency Response Plan Required:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Pacific Northern Gas Ltd.'s Emergency Response Plan will be revised as required to incorporate changes associated with the project.
Emergency Planning Zone Radius:	N/A

Pacific Northern Gas Ltd. will take the following measures:

- Landowners and Leaseholders will be contacted prior to construction.
- All affected 3rd parties will be notified.
- An Environmental monitor will be at the location site at all times during construction.

Pacific Northern Gas Ltd. stands behind their reputation of operating and constructing high standard facilities sites and pipelines designed to minimize the impact on the local residents. The pipeline will be constructed, operated and maintained in accordance with:

- British Columbia - OGC Regulations
- Canadian Standards Association - Z662.15 - Oil & Gas Pipeline Systems (latest edition), and
- Pacific Northern Gas Ltd. - Corporate Emergency Response Plan (ERP) and Standard Practice Instructions (SPI).

LAND AGENT FOR PACIFIC NORTHERN GAS LTD.

Roy Northern Land & Environmental, Fort St. John, BC will be handling all surface land negotiations and is authorized to act as an agent on behalf of Pacific Northern Gas Ltd.

Specific requests by Landowners/Stakeholders will be documented by Roy Northern during the personal consultation process, required by OGAA Regulations.

NOTIFICATION / INVITATION TO CONSULT – PLEASE NOTE:

You may respond to the applicant, in writing, within 21 days of receiving this notice or invitation to consult to advise the applicant that the recipient does not object to the applicant's application, or set out reasons why the proposed activities should not be carried out or should be modified, contact information is provided below.

You may also request a personal meeting with Roy Northern Land & Environmental to discuss the proposed application in person.

Also, under Section 22 (5) of Oil and Gas Activities Act, you may also make a submission in respect of an application directly to the Oil & Gas Commission.

Once all of the agreements with Landowners/Stakeholders are obtained and the notification period has been completed, an application to the OGC will be submitted in order to obtain a permit for the above mentioned meter site.

For further information about this project, please contact:

Pacific Northern Gas Ltd. Doug McRae, Coordinator, Permitting and Lands Email: domcrae@png.ca Phone: (250) 638-5336 Cell: (250) 641-0432	Roy Northern Land and Environmental Brian Dunn, Land Agent, Email: brian.dunn@roynorthernbc.com Phone: (250) 261-2301 Cell: (250) 262-6206
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Yours truly,



(Amanda Chramosta for:)
Doug McRae, RFT
Coordinator, Permitting and Lands
Pacific Northern Gas Ltd.

Encl: Consultation/Notification Map



Pacific Northern Gas Ltd.
#2900 Kerr Street
Terrace, BC V8G 4L9
Phone: (250) 638-5336
Fax: (250) 635-9758

**NOTIFICATION / INVITATION TO CONSULT ON
PROPOSED PIPELINE**

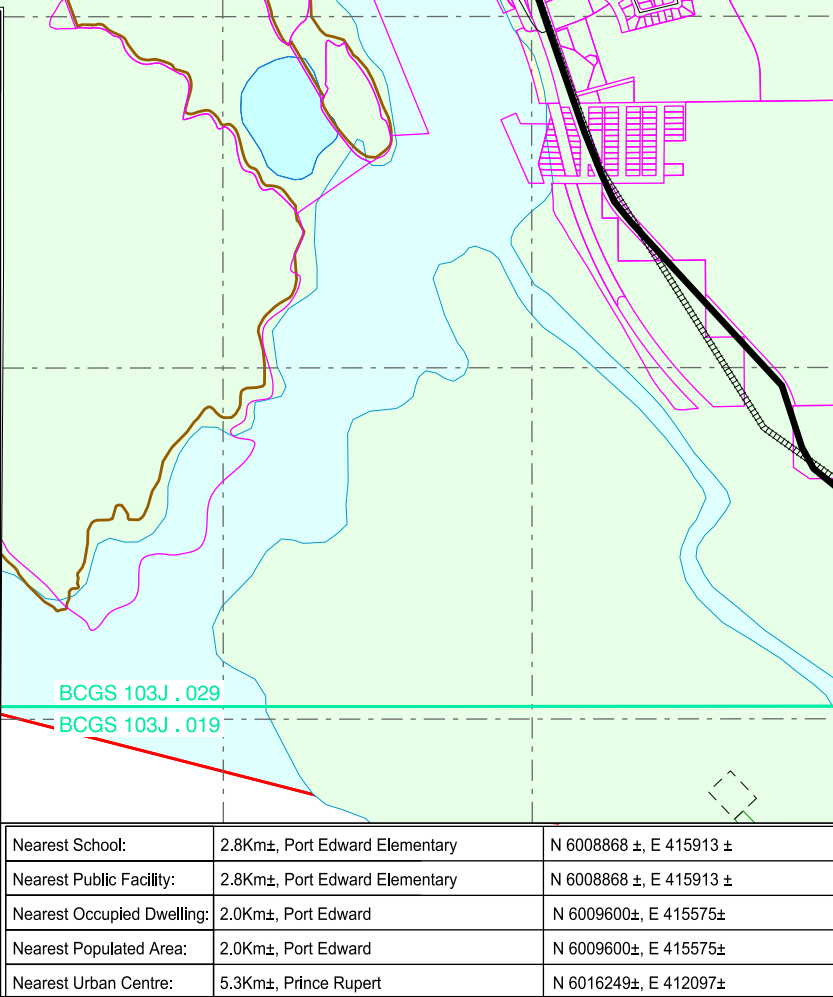
AREA: Ridley Island, BC
PROJECT NAME: Ridley Island Pipeline Relocation
PIPELINE LOCATION: From a-96-K, 103-J-1 to b-86-K, 103J-1
RNLS FILE: 171298

I / WE HAVE NO OBJECTION TO THE OIL AND GAS COMMISSION ISSUING A PERMIT FOR THE ABOVE MENTIONED PROJECT.

CONSENTED AND AGREED TO THIS _____ DAY OF _____, 201__.

Signature of Landowner/Stakeholder

Name of Landowner/Stakeholder



NCRD Info

From: Scott Farwell <scott@cresthotelbc.com>
Sent: Monday, December 11, 2017 11:00 AM
To: info@sqcrd.bc.ca
Subject: FW: BC Ferries Report
Attachments: WavePointConsultingWorkplanNov242017.pdf

Can you please forward the attached to Regional District Chair Barry Pages

Scott Farwell
 General Manager
 Crest Hotel
 250.624.6771
cresthotel.bc.ca



Mr. Pages, I have attached a copy of a proposal from Wave Point Consulting to develop a report for the BC Government and BC Ferries. The board of directors of Tourism Prince Rupert has passed a motion to engage the services of Wave Point Consulting in developing the report regarding the Northern BC Ferries routes including potential to extend the peak season summer schedule commencing 2019. Mayor Greg Martin and Councillor Cunningham representatives on the North Coast Advisory are aware of the proposal. I have requested Mayor Martin to ensure representation of Haida Gwaii on a volunteer steering committee to ensure local concerns are addressed within the report.

As you are aware BC Ferries plays a critical role in economic development on the North Coast and through highway 16 corridor. The various communities rely on route 10 and 11 for transportation of good and services. These routes are a critical component to the tourism economy.

We are hopeful we can count on support of the various DMO's and communities through Northern BC and Vancouver Island both financially and politically.

We are confident that with the completed report we will have the required information to engage the BC Government and BC Ferries in better understanding the unique transportation requirements of the North Coast and the economic argument to extend the peak summer sailing schedule to its historic levels pre 2014, which will result in increased visitor traffic into our communities.

I would be happy to discuss the report and opportunities for you to participate on the steering committee at your convenience.

Yours truly,

Scott Farwell
 Board Chair
 Tourism Prince Rupert

November 24, 2017

Mr. Scott Farwell, Board Chair
Tourism Prince Rupert
Prince Rupert, BC
E-mail: scott@cresthotelbc.com

Re: North Coast Ferry Proposal

INTRODUCTION

This proposal outlines how Wave Point Consulting Ltd. will accomplish the research objectives. The work plan reflects the scope of work provided on November 10, 2017.

SITUATION

BC Ferries offers ferry service under a service contract with the Province of BC. Through this contract, the government pays BC Ferries a defined annual subsidy or “service fee” in return for making a minimum number of ferry sailings on specified routes. The major routes (three routes between Vancouver Island and the BC Lower Mainland) are self-supporting and receive no service fee from provincial taxpayer funds.

BC Ferries Northern Routes consist of two regulated routes operating on the British Columbia coast north of Port Hardy on Vancouver Island. BC Ferries markets their service as the Inside Passage and Haida Gwaii Schedules along with the Mid-Coast-Bella Coola. However, the Mid-Coast-Bella Coola route is not included in the scope of the current project. Rather, the current route descriptions below serve to identify the relevant ferry service:

- Inside Passage Spring-Summer Day Cruise
- Haida Gwaii/Queen Charlottes, Fall-Winter-Spring
- Haida Gwaii/Queen Charlottes, Summer
- Haida Gwaii Skidegate-Alliford Bay
- Discovery Coast Connector

In late 2013, BC Coastal Ferries Community Engagement meetings were held to engage with ferry users on strategies to ensure long-term sustainability of the coastal ferry network. Given the policy direction of the provincial government of the time, BC Ferries signaled in these meetings the need to cut ferry service. Meeting attendees took the opportunity to reiterate their opposition to sailing reductions in service.

In early 2014, the B.C. Minister of Transportation announced that the province was moving ahead with \$14 million in service reductions on northern and minor routes effective April 28 of that year. The Ministry and BC Ferries indicated that they would be working with community leaders to finalize the schedules before publicly releasing them in March 2014.

In the first quarter of 2014, BC Ferries released the final schedules for the minor and northern routes. The changes included elimination of the Kwuna's evening sailings between Alliford Bay and Skidegate, forcing regular BC Ferries users between Alliford Bay and Skidegate to end their daily business earlier. The change was made to avoid overtime costs by completing all sailings within a 12-hour window.

At that time, the ferry advisory committee made a number of suggestions, including a split-shift schedule for staff which could lengthen the day for commuters, while also accommodating students commuting to high school and traffic coming to and from the Sandspit airport.

In early 2017, it was announced that extra ferry service to be added between Skidegate and Prince Rupert during the off-season. From mid-September until mid-June, BC Ferries will provide an additional round trip every two weeks. BC Ferries currently provides two round trips a week in the off-season. There will be no additional sailings during peak season from mid-June until mid-September, which has five round-trips a week. The Province of BC indicated that the region has benefited from substantial growth in traffic on this route, and travellers will benefit from the additional trips scheduled.

NEEDS

Stakeholders' recent experience in ferry service level changes on the Northern Routes has highlighted an urgent need for improved consultation processes which can help to improve decision-making on ferry services by incorporating consideration of tourism and regional development impacts of ferry service schedules.

OBJECTIVE

To address the needs, stakeholders have developed a list of objectives that will be addressed in a report that can be shared with the BC provincial government and BC Ferries. They are described below:

- Identify a mechanism and develop recommendations for the North Coast Ferry advisory committee to have improved dialogue with provincial government and BC ferries.
- Identify and demonstrate that BC Ferries is the critical component in creating economic development for Vancouver Island and Northern BC.
- Identify and develop the rationale for a commitment from the Province to a 5-year schedule cycle so international tour operators can have certainty on high season schedules and develop itineraries for groups and FIT travellers.
- Assess the socio-economic rationale for reinstituting summer sailings schedules for North Coast Ferry service to previous levels.

SCOPE AND APPROACH

The Wave Point team will rely on a mix of qualitative and quantitative methodologies and the subject matter expertise of team members to complete the project. In addition to the use of existing literature and secondary data sources, we are prepared to sign a non-disclosure agreement with any Tourism Prince Rupert stakeholders, funding partners etc. that will allow our team to develop insights and options based on any relevant confidential information. Regular project status updates will be provided throughout the project.

1. Project Initiation

We will begin our work with an initial teleconference scoping meeting to review the project goals, approach, work plan, expectations, and deliverables. We will also confirm resources and points of contact to facilitate communications and any required data gathering. The project initiation stage will help establish a high degree of client accountability by the Wave Point team members and foster the sharing of existing data and information necessary for the timely completion of the project.

Method	Project Initiation Tasks
Client Meeting	○ Project initiation meeting with the client's representative.
Team Members	○ Darryl Anderson and other team members will participate by teleconference.
Key Deliverables	○ Deliverable #1: After consultation with the Client's team, we will create an updated, detailed work plan within five business days (with key milestones and deliverables) which will serve as the framework for our execution of the work. The revised work plan will include the level of effort for the drawn from the team members summarized in Appendix B.
Key Outcomes	○ Deeper understanding of region needs and client's vision driving this project.

2. Identify a Mechanism and Develop Recommendations to the North Coast Ferry Advisory Committee for Improved Dialogue with Provincial Government and BC Ferries

For many communities on Haida Gwaii and south of Prince Rupert, BC Ferries plays a critical role in the transportation of basic needs i.e. groceries, and is potentially the only method of transportation to and from their community for medical requirements etc. The existing BC Ferries Advisory Committee process has limitations. Our team understands these challenges and will complete a number of tasks to address the tripartite nature of the present BC Ferry governance structure that impacts the research objectives. The parties involved in influencing and making-decisions regarding ferry service delivery include the Province of British Columbia (Sets Service Levels), the BC Ferry Commission (Regulator) and BC Ferries (Service Provider).

Methods	Improve Dialogue Tasks
Secondary and primary information gathering and analysis	<p>The project team will conduct the following tasks:</p> <ul style="list-style-type: none"> ○ Review, analysis and summary of existing policy tools and options for each the parties to the tripartite governance structure included in the Coastal Ferry Service Contract effective April 1, 2003 and its amendments and including the Performance Term Four Agreement dated April 1, 2016. ○ Review existing records and engage in telephone and e-mail discussions with existing regional ferry stakeholder advisory committee members. ○ Identify, review and assess of the adequacy of existing BC Ferries information that can help inform the dialogue. For example, is there existing customer satisfaction survey data, or trip purpose information that is available on major routes but undertaken or made available on northern or minor routes.
Team Member	<ul style="list-style-type: none"> ○ Phil Davies, Darryl Anderson
Key Deliverables	<ul style="list-style-type: none"> ○ Deliverable #2: Identification of a mechanisms and draft recommendations for the North Coast Ferry advisory committee or stakeholders for improved dialogue with provincial government and BC Ferries regarding schedule adjustments due to the unique transportation requirements on the North Coast
Key Outcomes	<ul style="list-style-type: none"> ○ BC's new provincial government may have a different perspective on ferry service than its predecessors. It may be useful to share some insights from this research project with the client early in the process to help gauge the Province's appetite for possible changes, and to help ascertain the best timing to suggested recommendations given the current minority government structure.

3. Identify and Demonstrate that BC Ferries is the Critical Component in Creating Economic Development for Vancouver Island and Northern BC

Stakeholders, including First Nations communities, intuitively understand that BC Ferries is the critical component in creating economic development for Vancouver Island and Northern BC. Without the transportation link over 30% of the region's high season business would not exist. For example, many people touring the region originate in Vancouver, travel over to Victoria, head north to Campbell River and then Port Hardy before traveling through to Prince Rupert. Some customers then choose to travel to Haida Gwaii, Alaska or continue through Northern BC to Smithers, Prince George, down to the Cariboo Chilcotin or east to Banff and Jasper. BC Ferries Route 10 isn't just a method of transportation but rather the key component to the road touring, or the circle tour described above.

The BC Chamber of Commerce in their 2017 transportation and infrastructure advocacy material noted, the rationale for reduced sailings needs to consider the direct impacts of reduced tax revenue as a result of lost business and lost jobs as well as factors including declining revenue at provincial parks and the increased dependence of community attractions upon public funds due to reduced gate revenue.

- Ferry services along an existing transportation corridor have the potential to influence or accentuate the existing industrial and employment structure in the short to mid-term and over the long term may contribute to, or detract from certain types on industrial or commercial enterprises. We will use existing baseline data and information from an on-line survey to analyze potential structural and spatial impacts. We will distinguish between short-term type impacts versus any potential structural impacts on the local economy.

Methods	BC Ferries Critical for Economic Development Tasks
Secondary and primary information gathering and analysis	<p>The project team will conduct the following tasks:</p> <ul style="list-style-type: none">○ Identify and summarize regional economic trends and demographics, and structural characteristics of the local and regional firms etc. using existing secondary date.○ GIS analysis of establishments using Business Points data by North American Industrial Classification (NAICs codes) and labour force and location within the study area.○ Evaluate and document relevant secondary data on tourism dependency and economic value, with reference to ferry traffic where possible.○ On-line business survey to supplement secondary data sources and include consideration of the rapidly growing Indigenous tourism sector.○ Targeted stakeholder engagement using telephone, e-mail etc. to understand the nature of existing firms' reliance on BC Ferries, opportunities that could emerge arising from stakeholders' aspirations, market and investment opportunities.

Team Member	○ Phil Davies, Peter Larose, Ray Freeman, Darryl Anderson
Key Deliverables	○ Findings from this phase of the work will be included and inform the recommendation in the draft and final report.
Key Outcomes	○ Address existing information gaps whereby existing economic data and statistics may not fully capture the nature of the customers, the local or regional business perspectives and insights necessary to fully understand present economic development dependencies, much less how to capture and seize emerging market opportunities especially in the high and shoulder seasons important for the tourism sector.

4. Identify and Develop the Rationale that will lead to Obtaining a Commitment from the Province to a 5 year Schedule Cycle

The terms of BC Ferries long-term contract are reviewed every four years by the Province. The contract contains provisions regarding services, service level adjustments and route discontinuance. However, the business development needs of those firms serving customer in rural communities, especially international tourists are not necessarily aligned with the review requirements for the entire BC Ferry route system.

Our team members were amongst the first to identify this ferry service issue. Previous research by our team prepared for Aboriginal Tourism British Columbia on the Mid-Coast Ferry Service revealed that tourism development in rural markets requires consideration of a number of factors, especially when serving guests from long-haul, or international markets where there are long sales cycles requiring a guarantee of transport service – particularly when the travel trade / tour operator sector is the sales distribution channel.

As a result, private sector investment in tourism dependent communities may be hampered by the lack of a ferry service guarantee. Without service certainty private sector investors may only undertake investments with short payback periods, or lower capital thresholds to reduce risk. As a result, the level of economic activity could be lower than what might otherwise be. In large markets the risk related to inadequate ferry service is offset by the fact that BC Ferries actually increases the number of sailings and hence offers enhanced service levels. As a result, it is primarily business and customers in the rural areas that are exposed to this risk.

The sudden downsizing of the ferry service on the Mid-Coast a couple of years ago highlighted the importance of this issue. We will complete a number of tasks to ensure that stakeholders have the necessary supporting economic evidence and arguments so government can rectify this shortcoming

Methods	5 Year Service Agreement Tasks
Secondary and primary information gathering and analysis	<p>The project team will conduct the following tasks:</p> <ul style="list-style-type: none"> ○ Review, analysis and summary of existing research, including reports prepared for the BC Ferry Commission. ○ Stakeholder engagement and analysis of tourism operator and International tour suppliers' transportation requirements and considerations. ○ Evaluation of travel trade tour operator booking cycles to provide enhanced client certainty and maximize booking volumes. ○ Work tasks identified in task three will also be used to inform this phase of the project.
Team Member	<ul style="list-style-type: none"> ○ Ray Freeman, Peter Larose
Key Deliverables	<ul style="list-style-type: none"> ○ Findings from this phase of the work will be included and inform the recommendation in the draft and final report.
Key Outcomes	<ul style="list-style-type: none"> ○ The identification and development of an economic and commercial policy rationale that will help lead to a firm commitment from the Province to a 5-year schedule service guarantee so international tour operators can have certainty on high season schedule and develop itineraries for groups and FIT travellers. We will assess adequacy of the BC Chamber of Commerce recommendation that a 2 year phase in plans for reductions in service be introduced to significantly increase Northern B.C.'s tourism competitiveness.

5. Identify the Socio-Economic Rationale for Reinstating Summer Sailings Schedule for North Coast Ferry Service to Previous Levels

Many stakeholders believe that it is essential to reinstitute summer sailings schedule for North Coast Ferry service to previous levels. The current peak season schedule runs June 19 through September 13. Historically, the high season day time sailings ran May 15 through October 10. September was traditionally the second strongest month due to the demand from the European markets. In the past few years the demand for travel to Haida Gwaii has increased substantially.

Methods	Reinstating Summer Sailings Tasks
Secondary and primary information gathering and analysis	<p>The project team will conduct the following tasks:</p> <ul style="list-style-type: none"> ○ Review existing records and engage in telephone and e-mail discussions with existing regional ferry stakeholder advisory committee members and BC Ferries and the BC Ferry Commission. ○ Identify and document seasonal tourism offerings in the region coinciding with the desired shoulder season sailing reintroduction (salmon fishing, bear viewing, public Indigenous cultural practices, and others.) ○ Identify expected demand for shoulder season travel by tour operators.

	<ul style="list-style-type: none"> ○ Identify and determine if there is a pattern related to ferry schedule and tourism volume and occupancy and the impact of the current schedule on meeting business or employee needs who serve tourists. ○ Work tasks identified in task three will also be used to inform this phase of the project.
Team Member	○ James Frost, Ray Freeman and/or Peter Larose
Key Deliverables	○ Findings from this phase of the work will be included and inform the recommendation in the draft and final report.
Key Outcomes	○ At a minimum, stakeholders would like to have the Peak season schedule of June 1 through September 30, however analytical work and findings may also be able to justify and October 10 end date. This service would include Port Hardy Prince Rupert and Prince Rupert Haida Gwaii.

6. Draft, Final Reports and Presentation

We will bring the results of the prior tasks together in a report that synthesises the research findings. It will include conclusions for the client's consideration and highlight various options as a potential way forward.

Deliverable #3: A draft report synthesizing the implications from the previous work tasks will be provided to the client.

Deliverable #4: The final report will incorporate one round of client feedback and comment in the preparation of the final report. Upon submission of the final report, we will provide a presentation to client management and stakeholders outlining the project's research findings.

SCHEDULE

The project schedule for the proposed for the scope of work is summarized in the table below. The schedule reflects the risks associated with the possible start of the project occurring just before the traditional Christmas/New Year holiday period and the educational leaves associated with Spring Break and Easter in March 2018. The timing of these major holiday periods generally impacts the availability of stakeholders to engage with during the course of the assignment.

Work Tasks	<i>Projected Start</i>	<i>Projected Completion</i>
1. Project Initiation	Week 1	Week 1
2. Identify a Mechanism and Develop Recommendations to the North Coast Ferry Advisory Committee for Improved Dialogue with Provincial Government and BC Ferries	Week 2	Week 4

3. Identify and Demonstrate that BC Ferries is the Critical Component in Creating Economic Development for Vancouver Island and Northern BC	Week 3	Week 8
4. Identify and Develop the Rationale that will lead to Obtaining a Commitment from the Province to a 5 years Schedule Cycle	Week 4	Week 7
5. Identify the Socio-Economic Rationale for Reinstating Summer Sailings Schedule for North Coast Ferry Service to Previous Levels	Week 5	Week 9
6. Draft Report Final Report Presentation of Findings	Week 10 Week 14	Week 12 Client determined

PRICE ESTIMATE

A total all-inclusive fixed price budget for professional fees \$36,000 (in Canadian dollars) plus applicable taxes is based on the details in this proposal. Travel costs would be in accordance with the Tourism Prince Rupert travel policies. The table below a price breakdown that corresponds with the scope of the work for the professional services.

Work Tasks	Cost
1. Project Initiation	\$1,000
2. Identify a Mechanism and Develop Recommendations to the North Coast Ferry Advisory Committee for Improved Dialogue with Provincial Government and BC Ferries	\$5,000
3. Identify and Demonstrate that BC Ferries is the Critical Component in Creating Economic Development for Vancouver Island and Northern BC	\$12,500
4. Identify and Develop the Rationale that will lead to Obtaining a Commitment from the Province to a 5 years Schedule Cycle	\$4,000
5. Identify the Socio-Economic Rationale for Reinstating Summer Sailings Schedule for North Coast Ferry Service to Previous Levels	\$5,000
6. Draft Report Final Report Presentation of Findings	\$6,000 \$2,500

The price estimate is based on the costs of the types of professional services required to complete the project. Representative Professional Fees (exclusive of applicable taxes) are listed below:

Project Leader \$165 /hour

Senior Consultants & Special Advisors	\$135 to \$165 /hour
Administrative Support	\$75 /hour

Work would commence when the contract is signed and the consultant has received a retainer of 10% of the value of the professional services.

VALUE TO CLIENT

The research findings will provide information and analysis to assist in decision making about how to fully unlock the opportunities over the short, medium, and long terms in a manner consistent with ferry stakeholder's objectives. The results will inform provincial government policy making decision process and will be instrumental in framing the "ask" for the North Coast ferry service improvements.

Kindest regards,



Darryl Anderson
Managing Director
Wave Point Consulting
Enc: (2)

APPENDIX B - CONSULTING AGREEMENT

1. Tourism Prince Rupert (the "Client") hereby retains Wave Point Consulting Ltd. (the "Consultant") to perform professional services. The agreement commences _____, 2017 and the project will be completed according to the schedule to be mutually agreed to by the Client and the Consultant.

2. Scope of Work. The services to be provided by the Consultant are in accordance with the services provided in our November 23, 2017 proposal and entitled North Coast Ferry Proposal. This content of this proposal is incorporated into this agreement.

3. Compensation. The Consultant will be reimbursed in accordance work requested by the client in accordance with our November 23, 2017 proposal. The Client may, by written direction to the Consultant, change the scope of Services by deleting from or adding to the Services. The payment of Fees and the Timetable will be adjusted accordingly.

4. Disbursements: The Client will pay the following reimbursable expenses, plus a mark-up of 10% which the Consultant will incur in providing the Services:

- a) photocopies and reproduction of drawings;
- b) travel expenses with receipts;
- c) other reasonable out-of-pocket costs in providing the Services; with the Client's prior, written approval.

5. Taxes and GST/HST: All fees, listed above and those outlined in our proposal are exclusive of applicable taxes such as GST/HST.

6. Payments and Invoices: The Client payment of the invoices would be made pursuant to the projects milestones and payment outlined in the proposal and made no later than thirty days after the completion of the work and submission of the invoice.

7. Indemnity: The Consultant will indemnify and save the Client harmless from any and against all claims and costs of any kind whatsoever that the Owner incurs or is required to pay because of the negligence acts, errors, omissions or breach of this agreement in Wave Point Consulting Ltd.'s performance of the services to a total value of fees paid in this contract. The Consultant will provide the Client with a certificate on insurance including the Client as a named insured.

8. Termination. In the event of termination, without cause, or by agreement between the parties Wave Point Consulting Ltd. will be immediately compensated the scope of work completed and the related disbursements.

9. Warranty & Limitations of Professional Liability. Professional services will be performed and recommendations prepared in accordance with generally and currently accepted management consulting principles and practices. The Client agrees to limit all liability for damages, for costs of defense, or any other expense to be levied against the consultant to an amount not to exceed the value of the contract. Any claim arising out of the interpretation of this Agreement would require either party to submit the dispute to arbitration under the laws of British Columbia, Canada. The costs of such arbitration would be borne equally by both parties.

10. Records: The Consultant will retain copies of all information, calculations and data received or produced in providing the Services, and all invoices and costs records, and on request make them available to the Client. All information the Client provides to the Consultant., or which is generated in providing the Services, is confidential and will not be disclosed without the Client's written approval.

11. Contract Management and Reporting: _____ will be the contract manager for the Client. Mr. Darryl Anderson for Wave Point Consulting will be the contract manager for the Consultant. All correspondence pursuant to this agreement for the Client will be sent and addressed to _____, BC. All correspondence pursuant to this agreement for the Consultant will be sent and addressed to Mr. Anderson at wavepoint@shaw.ca, or 1321 Blanshard Street, Suite 301, Victoria, BC, Canada V8W OB6. The Consultant will provide the necessary reports as established by the client.

12. Entire Agreement: This letter agreement is the entire agreement regarding the Services and may be amended only by a written document signed by both parties.

Agreed and consented to this _____ day of _____, 2017

_____, Tourism Prince Rupert

Signature and Title



_____, Wave Point Consulting Ltd.

Signature and Title

APPENDIX B – CORPORATE PROFILE

A full corporate profile and resume is available at www.wavepointconsulting.ca

Darryl Anderson, Team Leader

Project Role

As the prime contractor, Mr. Anderson is the consulting team leader. He will be responsible for all project and client management, subject matter expertise as well as be responsible for preparing the interim and final client deliverables.

Executive Profile

Maritime transportation and policy executive with expertise in marine policy analysis, cross-functional team leadership, and competitive market positioning, delivering positive outcomes with robust and sustainable gains. Mr. Anderson was the team lead with colleagues Ray Freeman and James Frost to produce the 'Mid-Coast Ferry Service Situation & Outlook Report' in 2015 for AtBC.

Quoted in leading international publications *Bloomberg News*, *The Journal of Commerce*, *IHSMarkit/Fairplay* and the *Financial Times*. Darryl has served clients from, or with projects interests in, North America, Australia/New Zealand, Europe, The Gulf Cooperation Council Region, South Africa and South America.

Mr. Anderson has established himself as a published maritime researcher and author whose work has informed senior decision makers within government and in businesses across Canada and beyond. He has provided maritime policy and shipping analysis to the federal Privy Council Office, BC provincial cabinet, and appeared as an expert witness for the Canadian Senate to educate Senators regarding the safe marine transportation of hydrocarbons. Recent consulting assignments have included the international performance benchmarking of shipping environmental regimes. Recipient of the Canadian Transportation Research Forum best paper award for "*The Effect of Port State Control on Substandard Shipping*".

While with the Alberta public sector, Mr. Anderson was responsible for the research, development, and management of policy advice about international and domestic shipping policies issues, including port performance. International liner and coastal shipping operations: Canada Marine Act, Carriage of Goods by Water Act, Shipping Conferences Exemption Act, Canada Shipping Act, Marine Pilotage and Canadian Grain Ports Review. Transport Canada WTO discussion papers on transportation services about the International Maritime Organization (IMO), the World Trade Organization (WTO) and the OECD Maritime Transport Committee.

As a sought-after provider of trade and marine transportation intelligence and advisory services, he contributes to the *Australian Journal of Maritime & Ocean Affairs*, *BC Shipping News*, *Canadian Sailings*, *Canadian Naval Review*, *Canadian Transportation*

Research Forum, the Journal of the Canadian Heavy Oil Association, Maritime Studies, and Shipping Network, among others.

Darryl earned his MBA (with Distinction) from the Australian Maritime College, Bachelor's degree from Trinity Western University and a diploma in urban land economics from the University of British Columbia. Mr. Anderson also holds a Certificate in Shipping & Maritime Operations from the British Columbia Institute of Technology. He is currently a member of the Chartered Institute of Logistics and Transportation – North America and the APICS Vancouver Island Subchapter. Past professional involvement includes serving as president of the Canadian Transportation Research Forum, board member for the Association of Canadian Port Authorities, and chair of the Cruise British Columbia Association

Career Summary

Mr. Anderson's previous private sector leadership roles have included President & CEO of the Port Alberni Port Authority, and Business Development and Planning Manager for the Greater Victoria Harbour Authority. Public sector involvement includes serving as Policy Manager, Rail, Intermodal & Marine for Alberta Transportation, Manager, Trade Policy and Business Intelligence for Alberta Energy departments and Chief Harbour Authority Implementation for Fisheries and Oceans Canada. Mr. Anderson is now Managing Director of Wave Point Consulting Ltd. in Victoria.

Education

- Master of Business Administration (Distinction), Australian Maritime College, 2002.
- Bachelor of Arts, Trinity Western University, 1989.
- Diploma in Urban Land Economics, University of British Columbia, 1996.
- Certificate in Shipping & Marine Operations, British Columbia Institute of Technology, 1999.

PHIL DAVIES, CONSULTANT

Project Role

Phil Davies is the associate consultant who will assist with the review of enhanced engagement mechanisms and lead the economic development analysis.

Executive Profile

Mr. Davies' experience spans the public and private sectors in transportation policy, market analysis, planning, and logistics. While with Transport Canada, Mr. Davies managed major comprehensive studies on freight and passenger transportation in BC. While with Transport Canada, Mr. Davies led Transport Canada's Shortsea Shipping initiative on the West Coast. Recent marine policy analysis includes the impacts of proposed changes to the *Coasting Trade Act*, Regulatory Cooperation Council benefits measurement case study in marine transportation, and a review of shortsea shipping in BC's Lower Mainland. He has collaborated with Mr. Anderson on numerous projects.

Mr. Davies is a member of the International Trade and Transportation Committee at the U.S. Transportation Research Board, National Academy of Sciences. He served on the Board of Directors of the Canadian Transportation Research Forum from 2009 to 2016 , and is Past President of the Vancouver Transportation Club (2015)

Career Summary

Philip Davies (MA Economics) is a transportation economist who has over thirty-five years of experience including six years in strategic planning and marketing with the Potash Corporation of Saskatchewan, and eighteen years as a Senior Economist with Transport Canada. After leaving Transport Canada he served as Senior Consultant at the Vancouver, BC office of IBI Group. From November 2007 to September 2008 he was Vice President of Halcrow Consulting Inc. Mr. Davies is now Principal of Davies Transportation Consulting Inc. in Vancouver.

Education

- MA Economics, University of Saskatchewan, 1992
- BA Hon. Economics and Political Science, University of Saskatchewan, 1981
- CITT Diploma in Transportation Management, 1995

JAMES FROST, SPECIAL ADVISOR

Project Role

James Frost is the associate consultant who will lead the analysis related to reinstituting summer sailings schedule.

Executive Profile

James Frost is a maritime specialist, with 35 years' experience in port marketing, container shipping, short sea shipping and the ferry industry. A consultant for the past 20 years, he has been involved in numerous ferry projects:

- Halifax Cross-Harbour Ferry Study
- BC Mid-Coast Ferry Situation and Outlook, AtBC
- Ferry Options Study, Government of Nova Scotia,
- South West Nova Transportation Study
- Lake Erie Ferry Study, Municipality of Bayham
- Halifax Fast Ferry Evaluation, HRM
- Îles de la Madeleine Ferry Study, Transport Canada
- Wood Islands-Caribou Ferry Service Economic Impact
- Saint John-Digby Ferry Service: Traffic, Socio-Economic and Vessel Configuration Analysis
- Marine Atlantic 5-Year Forecast, Marine Atlantic
- Digby-Saint John Ferry Service – Impacts and Options
- Economic and Social Impacts of Marine Atlantic Drop Trailer Service Elimination

- Social and Economic Impact of Marine Atlantic Service, Transport Canada
- Maritime Region Ferry Terminal Appraisal
- Halifax High Capacity Transit Study
- Manitoulin Island Ferry Service Feasibility Study, Sheshegwaning First Nation
- Îles de la Madeleine Hovercraft Feasibility Study
- Secunda Marine Services Ltd., 'Bluenose' Ferry Privatization Bid Proposal

Career Summary

He managed a container feeder/transshipment service operating between Halifax and Boston, which was the result of a market and feasibility study that he co-authored. He was also marketing manager for Marine Atlantic, when it operated five major ferry services in Atlantic Canada, including PEI. In the early 1990s, he conceived, developed and successfully introduced “Cruising Labrador,” a marine eco-tourism product for Marine Atlantic.

Education

- MBA, Saint Mary’s University, 2002
- MA History, Queen’s University, 1979
- BA (Hons), McGill University, 1976

RAY FREEMAN, CONSULTANT

Project Role

Ray Freeman is the associate consultant who will assist with tourism research a (5 years Schedule Cycle) and analytics, and stakeholder engagement.

Executive Profile

Ray Freeman is a tourism researcher, community tourism planning professional, and tourism educator with over two decades’ experience working with communities and governments throughout Canada. Ray is an Associate Faculty Member in the School of Tourism and Hospitality Management at Royal Roads University where he instructs Destination Management & Marketing, Tourism Product Development, Tourism & Hospitality Marketing, Hospitality Entrepreneurship, and supervises graduate learners on community tourism consulting projects. Areas of consulting expertise include: tourism asset identification and inventory analysis, tourism product and experience development, tourism market research, feasibility analysis, visitor forecasting and modeling, community tourism development, tourism sustainability, tourism marketing strategy, project management, stakeholder integration, facilitation and collaboration, tourism training and education, Indigenous tourism, and adventure tourism.

Ray collaborated with Darryl Anderson and James Frost to produce the ‘Mid-Coast Ferry Service Situation & Outlook Report’ in 2015 for AtBC.

Career Summary

Ray has deep experience working in the tourism industry, starting as a front-line operator in the early 1980's (white-water rafting guide, canoe-tripping guide, ski instructor, sea-kayak tour operator, outdoor recreation retail store owner, sea-kayak manufacturer, tour packaging); he worked in the manufacturing and technology sectors with many tourism-hospitality service clients (SilverBirch Hotels, Disney); has been providing tourism-focused strategic planning and facilitation to tourism operators and stakeholders since 2008; was Industry Services Manager with a Regional Destination Management Organization; and a member of the Board of Directors of Tourism Victoria (2010-2015) Ray is the principal consultant for Left Coast Insights Ltd. Clients include: BC Ministry of Jobs, Tourism & Skills Training – Tourism Policy Branch, Destination British Columbia, Aboriginal Tourism BC, Tourism Vancouver Island, Greater Victoria Harbour Authority, Parks Canada, WorldHost Training Services, City of Nanaimo, City of Lethbridge, Alberta Ministry of Culture & Tourism, Regional Tourism Organization #7 Ontario.

Education

- MA Tourism Management, Royal Roads University, 2011
- Graduate Certificate, Sustainable Tourism Management, Royal Roads University, 2009
- Tourism & Recreation Resources Management, Lakehead University, 1991
- Outdoor Recreation Technician, Seneca College, 1984

Inaugural Recipient: 2011 British Columbia Ministry of Tourism, Culture, and the Arts Tourism Management Research Award

PETER LAROSE, SPECIAL ADVISOR

Project Role

Peter Larose is the associate consultant who will assist with estimating the economic value of BC Ferries on the North Coast and North Vancouver Island and assessing shoulder season tourism development opportunities.

Executive Profile

Peter Larose MA, Senior Associate Consultant: specializes in tourism destination development & management, recreation & land use, tourism-related transportation, and community economic development for clients in the public, not-for-profit, and private sectors. In addition to being a Wave Point Consulting Associate, he founded Larose Research & Strategy in 2013 after nearly 20 years in senior research and management positions in the public and not-for-profit sector. Relevant tourism ferry project experience includes collaborating with Mr. Anderson on:

- Demand Analysis and Initial Estimate Validation -- Vancouver To Victoria V2V) Passenger Ferry Service.

- Preliminary Market Research Briefing -- Vancouver to Victoria (V2V) Passenger Ferry Service.

Other recent and relevant consulting assignments include:

- Great Bear Rainforest Tourism Demand Analysis and Ferry Services Evaluation – Third Report of the Mid Coast Working Group.
- Tourism Development and Ferry Services: A Vision for First Nations and Rural Communities on BC's Central Coast and North Island – Second Report of the Mid Coast Working Group.
- Economic Impact Analysis – Discovery Coast Connector Ferry Service.
- Boatswains to the Bollards – A Socioeconomic Impact Analysis of BC Ferries.
- Economic Impact of BC Ferries Route 40.
- BC Marine Tourism Economic Opportunities Analysis.

Mr. Larose is also a part-time faculty member at Thompson Rivers University faculty of adventure, culinary arts and tourism. Most recently, Peter was previously Director of Policy and Research with go2hr, as well as Acting CEO and Director of Policy with the Council of Tourism Associations. Before that, Peter held senior positions with the Union of BC Municipalities, the University of British Columbia's Liu Institute for Global Issues, and research positions with the Government of British Columbia and the Government of Canada. Peter has served on the Tourism Industry Association of BC's policy development committee, the BC Chamber of Commerce Executive Policy Committee, and various advisory committees of the Business Council of BC.

Education

- Master of Arts, from the University of British Columbia, 2004.
- Bachelor of Arts, from the University of Victoria, 1999.
- Associate of Science Degree, Thompson River University, 1994.



Gwaii Haanas
National Park Reserve, National
Marine Conservation Area Reserve,
and Haida Heritage Site

P.O./C.P. 37, Queen Charlotte, BC V0T 1S0
Phone: (250) 559-8818 Fax: (250) 559-8366
gwaii.haanas@pc.gc.ca
www.parkscanada.gc.ca/gwaiihaanas

Réserve de parc national, réserve
d'aire marine nationale de conservation,
et site du patrimoine haïda

Gwaii Haanas

ITEM 7.5

December 2017

RECEIVED JAN - 2 2018

Re: Kii.ngaay – A Year in Review 2017

As 2017 winds down and we look towards celebrating 25 years of cooperative management in 2018, the Archipelago Management Board is pleased to provide you with an update on the field season, youth activities and planning processes behind Islands of Beauty, but with a twist. This year we shared the editorial reigns amongst our Gwaii Haanas storytellers more than usual.

In this year's Kii.ngaay, you'll read about how our summer student Shyanna Sawyer learned how to strip cedar and Resource Technician Niisii Guujaaw shares her take on what it's like to work on the marine team. There are several fun and informative articles throughout this year's Kii.ngaay penned by a number of Gwaii Haanas team members.

We continue to make progress on development of the Land-Sea-People management plan – a Canadian first that will provide strategic guidance on how to present and protect both cultural and natural resources of Gwaii Haanas from the mountaintop to the seafloor.

Please don't hesitate to share this edition of Kii.ngaay with others in your home or organization. Also, don't forget to keep in touch with the latest Gwaii Haanas news by liking our Facebook page: <https://www.facebook.com/GwaiiHaanas/>.

As we prepare for the 2018 season and plan ways to celebrate 25 years of cooperative management, we hope you read this newsletter and find a story or two that help you connect to Gwaii Haanas, *Islands of Beauty*.

Regards,

Ernie Gladstone
Gwaii Haanas Field Unit Superintendent
Co-chair, Archipelago Management Board

Cindy Boyko
Council of the Haida Nation
Co-chair, Archipelago Management Board





2018 AGM & CONVENTION

RESOLUTIONS NOTICE REQUEST FOR SUBMISSIONS

DEADLINE FOR RESOLUTIONS

All resolutions must be received in the AVICC office by: **FEBRUARY 14, 2018**

SUBMISSION REQUIREMENTS

Resolutions submitted to the AVICC for consideration shall be received as follows:

1. One copy of the resolution by regular mail to:
AVICC
525 Government Street
Victoria, BC
V8V 0A8

AND

2. One copy submitted as a Word document by email to avicc@ubcm.ca
 - The resolution should not contain more than two "whereas" clauses; and
 - Separate background documentation **must** accompany each resolution submitted, and will be shared with the membership on the AVICC website.

Sponsors should be prepared to introduce their resolutions on the Convention floor.

LATE RESOLUTIONS

- a. Resolutions submitted following the expiry of the regular deadline shall be considered "Late Resolutions" and shall comply with all other submission requirements, except that a copy of the resolution must be forwarded to the AVICC by the Wednesday noon preceding the date of the Annual General Meeting. This year's late resolution deadline is **April 11, 2018**.
- b. Late resolutions shall be available for discussion after all resolutions printed in the Resolutions Book have been debated.
- c. Late resolutions are deemed to be appropriate for discussion only if the topic is such that it has arisen since or was not known prior to the regular deadline date for submission of resolutions.
- d. In the event that a late resolution is recommended to be admitted for discussion AVICC shall produce sufficient copies for distribution to the Convention.

UBCM ASKS FOR RESOLUTIONS TO BE CONSIDERED BY THE AREA ASSOCIATIONS FIRST

UBCM urges members to submit resolutions first to Area Associations for consideration. Resolutions endorsed at Area Association annual meetings are submitted automatically to UBCM for consideration and do not need to be re-submitted to UBCM by the sponsor.

A resolution should be submitted directly to UBCM only if the resolution addresses an issue that arises after the Area Association annual meeting. In this case, local governments may submit council- or board-endorsed resolutions to UBCM prior to June 30 each year. Should this be necessary, detailed instructions are available under the Resolutions tab on <http://www.ubcm.ca>.

UBCM RESOLUTIONS PROCESS

1. Members submit their resolutions to their Area Association for debate.
2. The Area Association submits the endorsed resolutions to UBCM.
3. The UBCM Resolution Committee reviews the resolutions for submission to the UBCM Convention.
4. Endorsed resolutions at the UBCM Convention are submitted to the appropriate level of government for responses.
5. Once the provincial responses have been conveyed to the UBCM they are forwarded to the sponsor for their review.

GUIDELINES FOR PREPARING RESOLUTIONS FROM THE UBCM

The Construction of a Resolution:

All resolutions contain a preamble and enactment clause. The preamble describes *the issue and* the enactment clause outlines *the action being requested*. A resolution should answer the following three questions:

- What is the problem?
- What is causing the problem?
- What is the best way to solve the problem?

Preamble:

The preamble commences with a recital, or "WHEREAS", clause. This is a concise paragraph about the nature of the problem or the reason for the request. It should clearly and briefly outline the reasons for the resolution.

The preamble should contain no more than two "WHEREAS" clauses. If explaining the problem requires more than two preliminary clauses, then provide supporting documents to describe the problem more fully. Do not add extra clauses.

Enactment Clause:

The enactment clause begins with the words "THEREFORE BE IT RESOLVED". It must convey the resolution's intent, and should propose a specific action by AVICC and UBCM.

Keep the enactment clause as short as possible, and clearly describe the action being requested. The wording should leave no doubt about the proposed action.

How to Draft a Resolution:

1. Address one specific subject in the text of the resolution.

Since your community seeks to influence attitudes and inspire action, limit the scope of a resolution to one specific subject or issue. Delegates will not support a resolution if the issues it addresses are too complex for them to understand quickly.

2. Use simple, action-oriented language and avoid ambiguous terms.

Explain the background briefly and state the desired action clearly. Delegates can then consider the resolution without having to parse complicated text or vague concepts.

3. Provide factual background information.

Even a carefully constructed resolution may not clearly indicate the problem or the action being requested. Where possible, provide factual background information to ensure that the "intent" of the resolution is understood.

Two types of background information help to clarify the "intent" of a resolution:

i **Supplementary Memo:**

A brief, one-page memo from the author, that outlines the background that led to the presentation and adoption of the resolution by the local government.

ii **Council/Board Report:**

A report on the subject matter, presented to council or board in conjunction with the resolution. If it is not possible to send the entire report, then extract the essential background information and submit it with the resolution.

Resolutions submitted without adequate background information will not be considered until the sponsor has been consulted and has provided documentation outlining the intent of the resolution. This could result in the resolution being returned and having to be resubmitted as a late resolution.

4. Construct a brief, descriptive title.

A title assists to identify the intent of the resolution and eliminates the possibility of misinterpretation. It is usually drawn from the "enactment clause" of the resolution.

For ease of printing in the Annual Report and Resolutions Book and for clarity of intent, a title should be no more than three or four words.

5. Check legislative references for accuracy.

Where necessary, identify:

- The correct jurisdictional responsibility (e.g., ministry or department within the provincial or federal government); and
- The correct legislation, including the name of the Act.

6. For resolutions that will be debated at UBCM, focus on issues that are province-wide.

The issue identified in the resolution should be relevant to other local governments across the province. This will support proper debate on the issue and assist UBCM to represent your concern effectively to the provincial or federal government on behalf of all BC municipalities and regional districts.

7. Avoid repeat resolutions.

In the past, Resolutions have often come back year after year on the same topic. Members and staff are encouraged to search the UBCM Resolutions database available through the website at www.ubcm.ca. Click on the Resolutions and Policy tab at the top of the page. It will be possible to locate any Resolutions on the same topic that have been considered in the past and what the response has been.

8. Ensure that your own local government's process for handling/approving of resolutions to AVICC/UBCM is followed.

UBCM GOLD STAR AND HONOURABLE MENTION RESOLUTIONS

The UBCM Gold Star and Honourable Mention resolution recognition initiative was launched at the 2003 UBCM Convention, and is intended to encourage excellence in resolutions drafting and to assist UBCM members in refining their resolutions in preparation for submission to the annual UBCM Convention.

To be awarded the UBCM Gold Star or Honourable Mention recognition, a resolution must meet the standards of excellence established in the following Gold Star Resolutions Criteria, which are based on the resolution:

1. Resolution must be properly titled.
2. Resolution must employ clear, simple language.
3. Resolution must clearly identify problem, reason and solution.
4. Resolution must have two or fewer recital (WHEREAS) clauses.
5. Resolution must have a short, clear, stand-alone enactment (THEREFORE) clause.
6. Resolution must focus on a single subject, must be of local government concern province-wide and must address an issue that constitutes new policy for UBCM.
7. Resolution must include appropriate references to policy, legislation and regulation.
8. Resolution must be submitted to relevant Area Association prior to UBCM.

If you have any questions, please contact Reiko Tagami by email at rtagami@ubcm.ca or by calling 604-270-8226 (extension 115).

MODEL RESOLUTION

SHORT TITLE: _____

Sponsor's Name _____

WHEREAS _____

AND WHEREAS _____

THEREFORE BE IT RESOLVED that _____

(Note: A second resolve clause if it is absolutely required should start as follows:)

AND BE IT FURTHER RESOLVED that _____

AVICC
525 Government Street
Victoria, BC V8V 0A8
Telephone: 250-356-5122
email: avicc@ubcm.ca



2018 AGM & CONVENTION

CALL FOR NOMINATIONS FOR AVICC EXECUTIVE

AVICC is the collective voice for local government on Vancouver Island, the Sunshine Coast, Powell River, the Central Coast and the North Coast. The membership elects directors during the Convention to ensure the directions set by the general membership are carried forward. The Executive also provides the direction for the Association between Conventions.

This circular is notice of the AVICC Executive positions open for nomination, the process and the procedures for nomination.

1. **POSITIONS OPEN TO NOMINATIONS**

The following positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Director at Large (3 positions)
- Electoral Area Representative

2. **NOMINATION PROCESS AND QUALIFICATIONS FOR OFFICE**

The candidate must be an elected official of an AVICC member and must be nominated by two elected officials of an AVICC local government member.

Background information that defines the key responsibilities and commitments of an AVICC Executive member is available on request from the AVICC Office and is published on the website at www.avicc.ca

A nomination and consent form should be used for all nominations (attached or on the website).

The Chair of the 2018 Nominating Committee will be Past President Barbara Price, Councillor, Town of Comox.

3. **NEXT STEPS**

It is part of the duties of the Nominating Committee to review the credentials of each candidate. A Report on Nominations including, at the candidate's option, a photo and 300-word biography will be prepared under the direction of the Nominating Committee and distributed in the AVICC Convention Newsletter.

**To Be Included In *The Report on Nominations*,
Nominations Must Be Received By
FEBRUARY 14, 2018**

4. AT CONVENTION

The nomination process outlined above does not change the process whereby candidates can be nominated off the floor at the Convention. It does allow those that are interested in seeking office to be nominated in advance of the Convention with the "sanction" of a Nominating Committee and to have their biographical information published in the AVICC Convention Newsletter.

5. FURTHER INFORMATION

Background information on responsibilities and meeting dates are available from the AVICC office or on the website.

All other inquiries should be directed to:

**Past President Barbara Price, Chair
2017 Nominating Committee
c/o AVICC
525 Government Street
Victoria, BC V8V 0A8**

Phone: (250) 356-5122

Email: avicc@ubcm.ca

NOMINATIONS FOR THE 2018-19 AVICC EXECUTIVE

We are qualified under the AVICC Constitution to nominate¹ a candidate and we nominate:

Candidate Name: _____

Current Local Gov't Position (Mayor/Councillor/Director): _____

Local Government Represented: _____

AVICC Executive Office Nominated For: _____

MEMBERS NOMINATING THE CANDIDATE:

Printed Name: _____ Printed Name: _____

Position: _____ Position: _____

Muni/RD: _____ Muni/RD: _____

Signature: _____ Signature: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the AVICC Constitution. I also agree to provide the following information to avicc@ubcm.ca by **Wednesday, February 14, 2018**.

- Photo in digital format
- Biographical information of approximately 300 words

Printed Name: _____

Current Position: _____

Muni/RD: _____

Signature: _____

Date: _____

¹ Nominations require two elected officials of members of the Association.

² All nominees of the Executive shall be elected representatives of a member of the Association. Nominees for electoral area representative must hold the appropriate office.

**Return To: Past President Barbara Price, Chair, Nominating Committee, AVICC
525 Government Street, Victoria, BC V8V 0A8
or scan and email to avicc@ubcm.ca**



BACKGROUND INFORMATION FOR CANDIDATES TO THE AVICC EXECUTIVE

1. RESPONSIBILITY OF AVICC EXECUTIVE

Under the AVICC Bylaws:

"The directors may exercise all the powers and do all the acts and things that the Society may exercise and do..."

See <http://avicc.ca/about-the-avicc/constitution-bylaws/> for a complete copy of the AVICC Constitution and Bylaws.

2. AVICC EXECUTIVE STRUCTURE

- President
- First Vice-President
- Second Vice-President
- Director at Large (three positions)
- Electoral Area Representative

COMMITTEES

The President may appoint Executive members to adhoc sub-committees as required. The Nominating Committee is currently the only standing committee and is typically comprised of the Past President and the Executive Coordinator.

OVERSEEING OF ASSOCIATION'S REGULAR ACTIVITIES AND GUIDANCE TO CONTRACTED EMPLOYEE

The Association contracts with UBCM for the provision of key services that support the Association. An Executive Coordinator based in Victoria's Local Government House provides the key functions. The President or their delegate is responsible for overseeing the regular activities of the Association and providing direction to the Executive Coordinator.

3. EXECUTIVE MEETINGS

The full Executive meets in person five times a year, following this general pattern:

- During the last day of the annual Convention (less than 15 minutes)
- Mid June
- End of October
- Mid January
- Thursday preceding the Annual Convention (afternoon)

Executive meetings (other than those in conjunction with the Convention) are generally held on a Friday from 10:00 am to 3:00 pm and are typically held in Nanaimo. Meetings via teleconference typically occur 2-3 times per year on an as needed basis (60-90 minutes).

Travel expenses and a per diem for meals and incidentals are provided for in-person Executive Meetings. For the meeting preceding the annual Convention, reimbursement is only for the added expenses that would not normally be incurred for attending the annual Convention.



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

36 Cedar Avenue West
 PO Box 198
 Port Clements, BC
 V0T1R0
 Phone :250-557-4295
 FAX :250-557-4568
 Email : cao@portclements.ca
 Web : www.portclements.ca

Canadian Radio-Television and Telecommunications Commission

January 5, 2018

Re: Cellular Coverage In Port Clements

1 On behalf of the Village of Port Clements Council, I am writing to with respect to the importance of cellular services to our region.

2 I wish to inform you that the Village of Port Clements, along with parts of the unincorporated areas on Haida Gwaii, does not currently have cell phone coverage. The lack of cell phone coverage impacts our community's emergency response efforts as well as our local economy.

3 The importance of this issue has been proven through multiple recent events. In 2012 and 2015, Haida Gwaii was struck by a 7.8 magnitude and a 7.5 magnitude earthquake, respectively. Communication efforts within affected areas were limited in our communities since there were only phone landlines or VHF radios available for communication. Fortunately, these events resolved without major incident, which may not always be the case.

4 In 2015, search and rescue services were called on to find a person who had gone missing in the Port Clements area. In this instance, due to a lack of cellular coverage, key search and rescue volunteers in the area did not receive timely notification of the search as they were not within the cell phone service area when it occurred. This situation resulted in a non-recovery of the missing person. Similarly, later in 2015, another couple of people went missing in the Port Clements area. Although the missing people were located without incident, had the lost hikers had cell service it would have sped up recovery by a couple of days. These incidents highlight the need for increased cellular coverage in our remote area.

5 In the case of a major event, such as an earthquake causing water inundation, of all communities on Haida Gwaii, Port Clements has the majority of its infrastructure on high ground, including its water supply. In this scenario it is not unreasonable to assume that Port Clements may be the hub for the entire island and therefore cell phone coverage would be absolutely critical. Thus, the cellular coverage issue in Port Clements isn't just an issue for Port Clements, but rather an issue of safety for the entire islands.

6
Additionally, Port Clements is trying to maintain and potentially grow its local tourism industry. Without cell service, tourists are choosing to forego a stay in Port Clements due to the importance society places on "staying connected". Subsequently, Port Clements is unable to compete with other communities both for tourism and for attracting residents due to our communication restrictions. In addition to this, many banking transactions are conducted on apps on cell phones. We do not have a financial institute in Port Clements making the ability to use phones for banking activity even more important.

7
The province has an agreement with TELUS to provide cell coverage along the Highway 16 corridor in Northern BC. Port Clements and most of the North Coast Regional District fall within this catchment area. The Village of Port Clements has had numerous conversations with TELUS about its concerns, but they indicate that they are still several years out from complying with this agreement and providing cell coverage to a wider area of Haida Gwaii.

8
Cell service for Port Clements is a top priority in our strategic plan and was the top issue taken to the 2017 UBCM convention. In the Spring of 2017, our Council got quite excited after a meeting and some follow up with TELUS because they indicated that "basic" cell phone service would be possible for Port Clements at a cost of approximately \$400,000 -500,000.00. Upon hearing this Port Clements had offered financial investment into the project but unfortunately TELUS remained silent on the issue and proceeded with no further actions.

9
To that end, the Village of Port Clements is requesting that the Canadian Radio-Television and Telecommunications Commission support the Village of Port Clements in ongoing discussion with the Province of B.C. and TELUS to secure and implement an ameliorated cellular network in Port Clements and unincorporated areas along Haida Gwaii.

Sincerely,



Mayor Urs Thomas

cc: Jinny Sims, Minister
Ministry of Citizens' Services

Jennifer Rice, MLA
North Coast

Doug Chapman, CAO
North Coast Regional District

Nathan Cullen, MP
Skeena-Bulkley Valley

Aurora Sekela
TELUS Ambassador

Glenn Alsaker
Manager of Wireleses Access Planning

*** End of Document ***

Daniel Fish

From: jon c <jonc.cohen@gmail.com>
Sent: Wednesday, January 17, 2018 12:25 AM
To: dfish@sqrdr.bc.ca
Subject: Jon Cohen Expression of interest to join sqrdr board

Good evening Daniel, sorry it has taken a couple days to get this email out and it's on late notice, so much to do my days seem to disappear.

To the members of the sqrdr board My name is Jon Cohen, this letter is regarding an interest to join the sqrdr. I have met most of you on the board if not all at the 2 times I have sat during board meetings. Hans can vouch sometimes I can make impressive curling shots, sometimes very bad ones. now on to a bit about my background and what I have to bring to the sqrdr.

My background as a journeyman electrician has put me in a multitude of roles that I think could be an asset to the sqrdr board and operations. I have been privy to wiring and understanding the inner workings of various waste management and recycling facilities both on large industrial sites as well as municipalities. I have an in depth knowledge of different ways garbage and recycling have been dealt with, including new low emissions incinerator modules. I also follow new technologies in dealing with recycling and garbage, I will keep that brief as I could write an essay.

I have also worked on many industrial sites, leeds projects and non Leeds projects and have a wide range of experience on what has worked with waste management and recycling and what has not. I was often part of the team called when things go wrong to get things back into operation.

I have a passion for reusing material or repurposing to build with such as earthships which also is part of my passion of architectural and environmental design.

My wife sarah and myself run the rupert rubbish round up, this will be its 3rd year. we also spearheaded the butt blitz in which we cleaned up around 5000 cigarette butts in the cow bay area. I was part of the environmental team at Shambhala music festival last summer, in which my role was to oversee and organize the collection of cigarette butts and provide 16,000 people with disposal bins as well as disperse thousands of pocket ash trays and disseminate information to as many people as possible on how to utilize their pocket ash tray to reduce environmental impact and contamination as well as dispose of their waste properly to help with our terra cycle program.

I also am a hobbyist graphic designer and have made posters for our own events as well as a few businesses, winterfest a few years ago and other events.

I have many ideas that may be of use such as how to incorporate revitalizing the recycling facility and its roof while getting funding from federal grants for large scale green energy projects to help with the cost.

that should suffice and will end the letter there as to not take up too much time during the board meeting. Have a good meeting and hope to see you all soon.

best regards,
Jon Cohen



January 16, 2018

North Coast Regional District
14-342 West 3rd Avenue
Prince Rupert, BC V9J 1L5

Via Email: info@sqcrd.bc.ca

Dear Mr. Pages:

Re: Application 256-17 (Greyhound Canada Transportation ULC) –
Amendment to PT Licence

I am writing further to your letter dated December 12, 2017 and received at our office on December 20, 2018. The North Coast Regional District (NCRD) is asking the Passenger Transportation (PT) Board to hold public hearings in Prince Rupert regarding the application from Greyhound Canada Transportation ULC to eliminate routes in the North Central Region of B.C.

The PT Board held public meetings in Prince George, Terrace, Smithers and Fort St. John from December 11-14, 2017. The PT Board decided to focus its resources and go to a sampling of communities in the North Central Region. The public hearing phase of the application process is completed.

The Board will make its decisions after considering:

- written information and comments received from the public, including the September 25, 2017 letter from the NCRD, in response to the published application;
- oral testimony and evidence received from individuals and community representatives at public meetings; and
- information and evidence received from Greyhound in its application materials, responses to public comments and at meetings.

Board considerations focus primarily on the public's use of Greyhound inter-city bus services and the financial health and viability of those operations. The Board may approve the application in whole, in part, with some modifications, or it may refuse the application in its entirety. The Board will make its decision in early 2018.

Thank you for taking the time to write to the PT Board.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'J Broocke', with a long, sweeping horizontal line extending to the right.

Jan Broocke
Director
Passenger Transportation Board

Daniel Fish

From: Janine North <janine@gohaidagwaii.ca>
Sent: Friday, January 12, 2018 2:47 PM
To: 'Michael Racz'; Andrew Merilees; Bill Beldessi; Doug Daugert; 'Devin Rachar'
Cc: 'Alanah'; 'Urs Thomas'; 'Ruby Decock'; Greg Martin; Lori Wiedeman; Trevor Jarvis; 'Janine North'; 'JoAnne MacMullin'; Daniel Fish; 'Doug Chapman'
Subject: Misty Isles Operating Accounts update and advance notice of modest change for 2019 Grant Writing invoices
Attachments: MIEDS Operating accounts.docx; HG Grants Manager Briefing Note Jan 11 2018.docx
Follow Up Flag: Follow up
Flag Status: Flagged

Good afternoon board directors, alternates, Mayors and CAOs

At yesterday's meeting there was a query about the balances in the accounts for the community forest corporation and the remainder of the Provincial monies provided last decade to set up the Misty Isles Society.

The historical provincial funds grant (2007?) balance in a credit union account is currently \$39,422.82 and **in 2017 no funds were expended from the savings account** as I was focused on matching revenues and expenditures for the society based on the annual Northern Development grant base budget.

2017 was the first full year that I was responsible for the fiscal operation of the society. We ended the 2017 fiscal year with a \$1,725 surplus, although we reduced expenses dramatically to do that. We do have a great staff serving you and we transitioned through Mary Lou's leaving the organization fairly seamlessly.

The society's chequing account has a balance of just over \$75,000 which will cover payroll and overhead over the period until last year's expenditures on staffing/ overhead/ grant writing, destination marketing and other activities are reimbursed by communities receiving Northern Development Grants. **The invoices to local governments were sent out January 4/5 and I look forward to them being paid by the communities as quickly as possible to keep the society solvent.**

In addition the board passed a resolution yesterday to ensure that the grant's manager funding matches the salary and benefits total. I have attached the briefing note and resolution that was approved. As a result, on December 15, 2018 we will be invoicing the local governments from \$490 (NCRD) to \$981 (Villages of PC, QC, M) more per year for this service.

The Village of Masset, Port Clements and Queen Charlotte contributions would increase from \$2,500 to \$3,481 per year for Grant Manager services. The remainder is a \$8,500 flow through from Northern Development Initiative Trust. The North Coast Regional District contribution would increase from \$1,250 to \$1,740. These are very modest increases. I have attached the briefing note and resolution that was approved by the board for your information and 2018/19 budget input.

The community forest account remains at \$477,169.15 which will be required to contract a Professional Forester and complete the public process and timber supply analysis associated with the Forest Management Plan as well as set up of the potential community forest over the next several years before any revenue may be generated to return to communities.

I would be pleased to provide any other information on request.

Warm regards,

Janine North
Executive Director
Go Haida Gwaii
Email: janine@gohaidagwaii.ca
Office: 250 559-8050
Cell: 250 614-8128



Grants Manager Briefing Note

January 04, 2018

The Misty Isles Economic Development Society (MIEDS) has continued to retain Chris Williams under salaried contract to write grants for 4 local governments and not-for profit societies on Haida Gwaii. The contract for 2018 is attached. The grant writer's ultimate goal is to maximize the amount of funding successfully awarded to initiatives on Haida Gwaii. Northern Development requires a minimum of \$700,000 in grants to be applied for by this grants manager.

In 2017, Chris Williams as Grants Manager spent 1406 hours grant writing which slightly exceeded the required 1400 hours. \$35,000 was spent on payroll. In addition medical benefits were paid by the Society and travel allowances were provided at \$145 per month for all islands travel. As a result the grant manager cost in 2017 slightly exceeded the amount received from Northern Development and the local governments.

In 2017, \$5,012,798 in grants value were applied for and to date \$430,788 in grants were approved. The remainder are pending or not approved as per the 2017 yearend report that is attached. The actual grant applications to employ the grants manager are not eligible to show in this report but they total \$36,750.

In 2018 the annual salary is \$37,190 for 1,400 hours of grant writing. This is broken down to \$35,000 annual salary plus 145/month travel allowance and \$37.50/month for Medical Services Premium which are taxable benefits. In addition Chris is enrolled in the Group Health North Benefit Plan which costs the Misty Isles Society \$2,993.52 annually.

Total payroll and benefit costs are \$40,183.52

Northern Development will rebate \$28,000 (\$8,000 per community and \$4,000 for the NCRD) in early 2019. \$12,183.28 would remain to be split between the four local governments in order to cover the costs of the position. Misty Isles Economic Development Capacity Building grant funding would cover all office overhead, paper, computer and supplies.

In order for the salary and benefits to be cost neutral, the local government costs would be as follows for 2018:

\$3,481 Village of Masset
\$3,481 Village of Port Clements
\$3,481 Village of Queen Charlotte
\$1,740 North Coast Regional District

This is only slightly above the minimum of \$2,500 that Northern Development requires each local government to contribute. As a reminder the following are the duties and responsibilities of the Grants Manager.

Duties and Responsibilities

- 1. Prepare high-quality grant proposals in a timely manner, including:**
 - Research on the project and the requirements of potential funding sources,
 - Discussions with project proponents to ensure a thorough understanding of the project,
 - Developing budgets, timelines, work plans, and other required documents,
 - Making presentations and securing letters of support as needed
- 2. Maintain a system to track projects and grant applications, including deadlines, application requirements, budgets, and reporting requirements:**
 - Manage multiple grant applications simultaneously and ensure that all are submitted on time
- 3. Identify grants and funding opportunities or partnerships available**
 - I.E. Federal Government, Provincial Government, Haida Gwaii Community Futures, Northern Development Initiative Trust, Coast Sustainability Trust, Gwaii Trust Society, Service Canada, private sector, Vancouver Foundation, Real Estate Foundation, etc.
- 4. Assist proponents to submit reports to granting organizations following the completion of projects**
- 5. Provide recognition for granting organizations as required**

Resolution and Action Item for the 2018 Budget:

The board authorizes the Executive Director to invoice the local governments as follows in January 2019 for their portion of salary and benefits for the Grants Manager. This would be communicated to the local government CAO's in January 2018.

\$3,481 Village of Masset

\$3,481 Village of Port Clements

\$3,481 Village of Queen Charlotte

\$1,740 North Coast Regional District

Janine North
Executive Director
Misty Isles Economic Development Society

January 23, 2018

Sent via email

To: Stakeholders

BCUC REGULATION OF ELECTRIC VEHICLE CHARGING SERVICE INQUIRY EXHIBIT A-2

Re: British Columbia Utilities Commission – An Inquiry into the Regulation of Electric Vehicle Charging Service – Establishment of regulatory timetable and preliminary scope

By Order G-10-18 dated January 12, 2018, the British Columbia Utilities Commission (Commission) has established an inquiry into the regulation of electric vehicle (EV) charging service (Inquiry).

In 2012, the Commission issued a Report on the Inquiry into the Offering of Products and Services in Alternative Energy Solutions and Other New Initiatives (AES Report)¹ for regulated public utilities who provide products and services outside traditional utility activities. Principles were established in that inquiry in which the Commission would only regulate where necessary, and regulation should not impede competitive markets. The Commission intends to adopt these key principles in this Inquiry.

Community Input Sessions

The Commission intends to hold a series of Community Input Sessions in British Columbia to hear comments on the issues raised in the Inquiry. Dates and locations of these Community Input Sessions will be further established by the Commission.

Community Input Sessions are an opportunity for the public to speak directly to the Panel for the Inquiry. The Panel can effectively gather public input for consideration on the matters that are within the scope of this Inquiry. Making a submission at a Community Input Session is equivalent to providing a written submission; however, only oral submissions will be received at the Community Input Sessions.

Members of the public who wish to make written submissions in the form of a Letter of Comment, can do so online at www.bcuc.com.

Interveners

The regulatory timetable and preliminary scope of the Inquiry are attached to Appendices A and B of Order G-19-18, respectively.

Interveners who wish to participate in this Inquiry are to register with the Commission by completing a Request to Intervene Form, available on the Commission's website at <http://www.bcuc.com/Registration-Intervener->

¹ In the Matter of FortisBC Energy Inc. Inquiry into the Offering of Products and Services in Alternative Energy Solutions and Other New Initiatives Report dated December 27, 2012.

[1.aspx](#) by Friday, February 16, 2018, and in accordance with the Commission's Rules of Practice and Procedures at <https://www.ordersdecisions.bcuc.com/bcuc/orders/en/127520/1/document.do>.

Registered interveners may file evidence by Friday, March 2, 2018, based on the preliminary scope of the Inquiry and/or on any other matters that may assist in the effective and efficient review of the Inquiry.

Participant Assistance/Cost Award funding

Participant Assistance/Cost Award funding may be available for those who participate as an active registered intervener in this Inquiry. The deadline to register is included in the attached regulatory timetable. Registered Interveners are expected to actively participate in all aspect of the Inquiry. The Commission may establish a participant funding cap for the Inquiry at a later date. For additional information on how to participate in this Inquiry, please contact Commission Secretary at 604-660-4700 or commission.secretary@bcuc.com.

About the BCUC

The BCUC is an independent regulatory agency of the Government of British Columbia that is responsible for regulating BC's energy utilities, the Insurance Corporation of BC's compulsory automobile insurance rates, intra-provincial pipelines, and the reliability of the electrical transmission grid. We work hard to ensure British Columbians get value from their utilities with safe, reliable energy services and fair energy and basic auto insurance rates, while ensuring the entities we regulate have the opportunity to earn a fair return on their capital investments.

Sincerely,



Patrick Wruck
Commission Secretary

LC/dg
Enclosure



ORDER NUMBER
G-19-18

IN THE MATTER OF
the *Utilities Commission Act*, RSBC 1996, Chapter 473

and

British Columbia Utilities Commission
An Inquiry into the Regulation of Electric Vehicle Charging Service

BEFORE:
D. M. Morton, Commissioner

on January 23, 2018

ORDER

WHEREAS:

- A. By Order G-10-18 dated January 12, 2018, the British Columbia Utilities Commission (Commission) established an inquiry to review the regulation of electric vehicle charging service (Inquiry) pursuant to section 82 of the *Utilities Commission Act* (UCA);
- B. In the covering letter attached to Order G-10-18, the Commission provided a list of potential regulatory issues that may form the scope of the Inquiry;
- C. The Commission considers that establishment of a regulatory timetable for the Inquiry is warranted.

NOW THEREFORE pursuant to section 82 of the UCA, the Commission orders as follows:

- 1. A regulatory timetable is established for the Inquiry, attached as Appendix A to this order.
- 2. Interveners who wish to participate in this Inquiry are to register with the Commission by completing a Request to Intervene Form, available on the Commission's website at <http://www.bcuc.com/Registration-Intervener-1.aspx> by Friday, February 16, 2018, and in accordance with the Commission's Rules of Practice and Procedure at <https://www.ordersdecisions.bcuc.com/bcuc/orders/en/127520/1/document.do>.
- 3. Registered interveners may file evidence by Friday, March 2, 2018, based on the preliminary scope of the Inquiry and/or on any other matters that may assist in the effective and efficient review of the Inquiry, attached as Appendix B to this order.

DATED at the City of Vancouver, in the Province of British Columbia, this 23rd day of January 2018.

BY ORDER

D. M. Morton
Commissioner

Attachments

British Columbia Utilities Commission
Inquiry into the Regulation of Electric Vehicle Charging Service

REGULATORY TIMETABLE

Action	Date (2018)
Intervener and interested party registration	Friday, February 16
Deadline for registered intervener filing written evidence	Friday, March 2
Further process	To be determined

British Columbia Utilities Commission
Inquiry into the Regulation of Electric Vehicle Charging Service

PRELIMINARY SCOPE OF THE INQUIRY

On January 12, 2018, the British Columbia Utilities Commission (Commission) has established an Inquiry into the regulation of electric vehicle (EV) charging service (Inquiry). The rate design and rates for EV charging, including the services provided by EV charging stations, are currently in an early development stage in BC and other entities may emerge over time to provide EV charging service. The Inquiry will explore the potential regulatory issues, including the level of regulation necessary in the EV charging stations market, the rates for EV charging service, and any other matters that should be considered by the Commission.

In order to proceed with the Inquiry, the Commission has identified the following preliminary scope as follows:

Scope A: Basis for regulation

1. Do EV charging stations operate in a competitive environment in BC or are they a natural monopoly service?
2. Are the customers of EV charging stations captive or do they have a choice?
3. Should the Commission regulate the services provided by EV charging stations? What are benefits and detriments to such regulation?

Scope B: Rate design and rate setting

4. Should the rate design of EV charging stations be established under a public utility's traditional cost of service model or some other model? And within that context, what are the customer pricing options (e.g. energy-based rate vs. time-based rate)?
5. Should the EV charging station service rate be based on a public utility's existing wholesale or commercial retail rate or some other rate?
6. Should public utilities include EV charging stations in their regulated rate base or through a separate non-regulated entity?
7. If public utilities provide EV charging services within their regulated business, is there a risk of cross subsidization from other rate classes to support this new service and if so, is the proposed rate design potentially unduly discriminatory?

Other matters

8. Any other matters that may assist in the effective and efficient review of the Inquiry.

NOTICE OF INQUIRY

British Columbia Utilities Commission Inquiry into the Regulation of Electric Vehicle Charging Service

On January 12, 2018, the British Columbia Utilities Commission (Commission) has established an independent Inquiry into the regulation of electric vehicle (EV) charging service. The services provided by EV charging stations are currently in an early development stage in BC. Other entities may emerge over time to provide EV charging service.

The independent Inquiry will explore the potential regulatory issues, including the level of regulation necessary (if any) in the EV charging stations market, the rates for EV charging service, and any other matters that should be considered by the Commission.

HOW TO PARTICIPATE

There are a number of ways to participate in a matter before the Commission:

- **Submit a letter of comment**
- **Register as an interested party**
- **Request intervenor status**

For more information, or to find the forms for any of the options above, please visit our website or contact us at the information below.

www.bcuc.com/RegisterIndex.aspx

All submissions received, including letters of comment, are placed on the public record, posted on the Commission's website and provided to the Panel and all participants in the Inquiry.

NEXT STEPS

Intervenor registration - Persons who are directly or sufficiently affected by the Commission's decision or have relevant information or expertise and that wish to actively participate in the Inquiry can request intervenor status by submitting a completed Request to Intervene Form by Friday, February 16, 2018.

GET MORE INFORMATION

All documents filed on the public record are available on the "Current Proceedings" page of the Commission's website at www.bcuc.com.

If you would like to review the material in hard copy, or if you have any other inquiries, please contact Patrick Wruck, Commission Secretary, at the following contact information.

British Columbia Utilities Commission



Suite 410, 900 Howe Street
Vancouver, BC Canada V6Z 2N3



E: Commission.Secretary@bcuc.com



P: 604.660.4700

January 23, 2018

Sent via email

To: Stakeholders

BCUC REGULATION OF ELECTRIC VEHICLE CHARGING SERVICE INQUIRY EXHIBIT A-3

Re: British Columbia Utilities Commission – An Inquiry into the Regulation of Electric Vehicle Charging Service – Establishment of Inquiry – Panel Appointment

By Order G-10-18 dated January 12, 2018, the British Columbia Utilities Commission has established an inquiry into the regulation of electric vehicle charging service (Inquiry).

Pursuant to section 4 of the *Utilities Commission Act*, Commissioners David Morton, Anna Fung and Howard Harowitz form the Panel to conduct the Inquiry. Commissioner David Morton will serve as the Panel Chair.

Sincerely,



Patrick Wruck
Commission Secretary

/dg

Corporate Officer NCRD

From: Doug Chapman <cao@ncrdbc.com>
Sent: Thursday, January 25, 2018 1:05 PM
To: Daniel Fish
Subject: FW: Requesting support to bring Wildsafe Programming to Haida Gwaii
Attachments: WildSafe Haida Gwaii.pdf

Hi Daniel:

I see that you were not copied on this email. This would be an item for the Board.

Thanks
Doug

From: Cadsand, Becky FLNR:EX [mailto:Becky.Cadsand@gov.bc.ca]
Sent: January-25-18 12:51 PM
To: 'cao@queencharlotte.ca'; 'cao@portclements.ca'; XT:Masset, Village ENV:IN; 'cao@sqcrd.bc.ca'
Cc: 'annamaria.husband@pc.gc.ca'; Ackles, Kyle ENV:EX
Subject: Requesting support to bring Wildsafe Programming to Haida Gwaii

Hello,

This past year saw a significant increase in wildlife related conflicts reported to the Conservation Officer services; a trend troubling to all that value wildlife and the safety of communities on Haida Gwaii. In response to this increase, there is a collaborative effort between the Council Haida Nation, Haida Communities and the Province of BC to bring WildsafeBC programming to Haida Gwaii for 2018; we hope that your village would like to be included as part this effort as well. WildSafeBC is a program delivered by the B.C. Conservation Foundation that aims to raise awareness about the actions that communities and individuals can take to reduce human-wildlife conflicts and includes providing training for a local co-ordinator that could service all communities. Please see the attached letter detailing the program, and our request for support.

There is a limited amount of grants and training opportunities for this program, and to increase the chances of our application being successful we are hoping to confirm support from the local village councils and the regional district; any contribution that you can make to this worthwhile initiative would be appreciated. As the deadline for submitting our funding application is quickly approaching, we hope that you will be able to consider our request and kindly respond by Feb 1.

If you have any questions about the program or application process, please feel free to reach me by email or phone.

Thanks so much for your time and consideration,

Cheers!

Becky Cadsand
A/ Species at Risk Biologist- FLNRO
Haida Gwaii ph: 250-559-6270

As you may know, 2017 was a rough year for human-bear conflicts on Haida Gwaii.

Some of the increase in taan *Black bear* activity around communities was likely related to a poor berry season and low salmon returns. Although the diminished food sources are a factor, the number of complaints related to conflict with humans increased over 100% from years previous.

These encounters are due to bears becoming habituated to food sources in and around communities. Other wildlife also becomes habituated to food sources made available by humans, often with tragic results. Eagles are injured or killed while feasting on deer or salmon carcasses which are discarded near roads and power lines. Stads k'un *goshawks* are attracted to chickens, and are often injured or killed as a result. Last year, four goshawks died near chicken coops. This endangered species, which was designated as the national bird of Haida Gwaii last year, cannot sustain such losses to the population.

A program called WildSafeBC (<https://wildsafebc.com/resources>) is designed to reduce human-wildlife conflict through education, innovation, and cooperation. The program is based on the premise that preventing wildlife from becoming habituated to human food sources makes our communities safer for both us and wildlife.

The CHN is interested in participating in this program and is encouraging all Haida Gwaii communities, our partners in the Provincial Government, and the Gwaii Trust to work with us to bring the WildSafeBC program to Haida Gwaii. The call for applications has just been announced, and applications are due by February 2. This is a competitive application process. Applicants must commit to providing a minimum of \$3,000 towards the program, but a higher level of financial commitment improves the chances that the application will be successful.

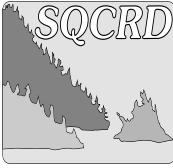
To gauge community interest in starting this program, we are asking the following questions:

1. Is your community interested in participating in this program to become a **WildSafeBC** community?
2. Is your community interested in partnering to hire a local **WildSafeBC coordinator** to conduct outreach and education programs?

If so, we request a letter of support by February 1st, 2018 verifying the amount of financial support that you community is willing to contribute towards hiring a WildSafeBC coordinator between May and November, 2018.

If you would like to further discuss the program prior to making a commitment, please feel free to contact Conservation Officer Sergeant, Kyle Ackles, at 250-559-6278.

Thank you for your time and consideration, and we hope you can join us to make Haida Gwaii WildSafe.



STAFF REPORT

DATE: December 8, 2017

TO: D. Chapman, Chief Administrative Officer

FROM: D. Fish, Corporate Officer

SUBJECT: Pilotage Act Review

Recommendation:

THAT the Board receives the report from staff entitled “Pilotage Act Review”;

AND THAT the Board provide staff with further direction.

PURPOSE:

The purpose of this report is to provide information with respect to the Pilotage Act Review to the Board of the North Coast Regional District (NCRD), as requested at its Regular meeting held November 24, 2017.

BACKGROUND:

On May 31, 2017, the Government of Canada announced that Marc Gregoire, supported by Transport Canada, had been selected to Chair the Review of the Pilotage Act. The review is intended to support the delivery of safe, efficient and environmentally responsible marine pilotage services into the future, and is also part of the Government's comprehensive Oceans Protection Plan.

The review aims to modernize the Pilotage Act while keeping elements that support Canada's pilotage safety record. The review will address a wide range of topics under six themes: governance; safety; labour models; tariff setting process; economic and public policy considerations; and emerging issues.

DISCUSSION:

A Terms of Reference for the Pilotage Act Review has been attached as Attachment A of this report. The Pilotage Act has been included as Attachment B of this report.

Stakeholder engagement began in Q3 2017 with the Chair conducting roundtable discussions with participants such as pilotage authorities, industry, indigenous groups, environmental groups, port authorities and the US Coast Guard.

It is anticipated that, in early spring 2018, following the close of consultation, the Chairperson will conduct solution-focused consultations to bring forward review options. At that time, a report will be presented to the Minister of Transport with recommendations for modernizing the Pilotage Act.

RECOMMENDATION:

Staff is recommending that the Board received the report entitled “Pilotage Act Review” and provide staff with further direction as to any input into the Pilotage Act Review consultation process.

Terms of Reference for the *Pilotage Act* Review

In November 2016, the Government announced the [Oceans Protection Plan](#) to:

- improve marine safety
- promote responsible shipping
- protect the environment
- strengthen partnerships with Indigenous communities
- invest in science for evidence-based decision making

As part of this comprehensive plan, the Government committed to reviewing the [Pilotage Act](#) to support the delivery of safe, efficient and environmentally responsible pilotage services into the future. This Review will be led by an expert Chairperson appointed by the Minister of Transport and supported by Transport Canada.

Background

Marine pilotage services are important to marine safety. Marine pilots come on board to bring vessels into ports and through straits, lakes, rivers and other waterways. Marine pilots are experts in their field who apply their seafaring experience and superior knowledge of local waterways to safely navigate vessels to and from their destinations.

Canada enacted the [Pilotage Act](#) in 1972, which:

- created Canada's four Pilotage Authorities:
 1. Atlantic Pilotage Authority (APA)
 2. Laurentian Pilotage Authority (LPA)
 3. Great Lakes Pilotage Authority (GLPA)
 4. Pacific Pilotage Authority (PPA)
- gave these Pilotage Authorities a mandate to establish and operate a safe and efficient pilotage service within their respective jurisdictions

The four Pilotage Authorities conduct over 50,000 pilotage assignments each year, with a greater than 99.9% safety record. Marine pilotage makes an important contribution to international marine trade.

Much of the [Pilotage Act](#) remains unchanged since its enactment in 1972, and the goal of this Review is to provide a modernized legislative and regulatory framework for the delivery of pilotage services into the future.

Key principles for the Review

- The Review will be conducted in an open and transparent manner
- Public consultations and engagement will inform the Review
- Pilotage services must be provided in a safe, efficient and environmentally responsible manner
- Pilotage services must be provided according to a framework that is transparent and accountable

Scope of the Review

In order to make recommendations for modernization, the Review will focus on:

- assessing the [Pilotage Act](#) and its regulatory framework
- service delivery
- governance structures
- industry trends and technological developments

The Review Chairperson will consult stakeholders and the public on issues that are fundamental to the Canadian marine pilotage system, in order to provide advice and recommendations to the Minister of Transport to modernize the pilotage regime.

Stakeholders and Transport Canada identified many topics to consider, under the following six themes. The list was developed from past reviews and recommendations. In no particular order, the themes and example topics under each are:

1. Governance: Topics will include:

- the 2016 [Canada Transportation Act](#) Review governance recommendations
- composition of the Pilotage Authorities' Boards of Directors

2. Safety: Topics will include:

- scope of regulatory powers within the Act as it relates to the safe delivery of pilotage services
- use of technology to assist with pilotage functions
- the 2016 [Canada Transportation Act](#) Review recommendation to review compulsory pilotage areas every three to five years

3. Labour Models: Topics will include current:

- service delivery models and comparisons with other countries/sectors
- arbitration and final offer selection processes in the [Pilotage Act](#)

4. Tariff setting process: Topics will include:

- alternative tariff setting models
- other sources of revenue for the Pilotage Authorities

5. Economic and public policy considerations: Topics will include:

- costs and competitiveness.
- areas of shared responsibility with the US

6. Emerging issues: Topics will include:

- pilotage in the North
- international models of providing pilotage services

Stakeholder engagement

The Chairperson will conduct a series of roundtable consultations in the fall of 2017. Participants will include stakeholders such as the following (among others):

- the Pilotage Authorities
- the shipping industry
- pilots
- Indigenous groups
- environmental groups
- Port Authorities
- the St. Lawrence Seaway Management Corporation
- the St. Lawrence Seaway Development Corporation
- the US Coast Guard

A website will also invite and accept public comments and submissions.

In early spring 2018, the Chairperson will conduct a series of solution-focused consultations with stakeholders to consider options. A report will be presented to the Minister of Transport with recommendations for modernizing the [Pilotage Act](#).

Role of the Review Chairperson

The Chairperson will lead the roundtable consultations, actively listen to stakeholders' advice and views, review past stakeholder submissions and the existing body of knowledge on pilotage, and provide advice to the Minister of Transport.

The [Pilotage Act](#) Review Secretariat within Transport Canada will provide support to the Chairperson throughout the Review. It will:

- collect and synthesize research
- manage an online presence for accepting public comments and submissions
- collect and synthesize stakeholder submissions and public input
- prepare consultation engagement materials
- organize consultation logistics
- prepare communications related to the Review



CANADA

CONSOLIDATION

CODIFICATION

Pilotage Act

Loi sur le pilotage

R.S.C., 1985, c. P-14

L.R.C. (1985), ch. P-14

Current to November 20, 2017

À jour au 20 novembre 2017

Last amended on February 26, 2015

Dernière modification le 26 février 2015

OFFICIAL STATUS OF CONSOLIDATIONS

Subsections 31(1) and (2) of the *Legislation Revision and Consolidation Act*, in force on June 1, 2009, provide as follows:

Published consolidation is evidence

31 (1) Every copy of a consolidated statute or consolidated regulation published by the Minister under this Act in either print or electronic form is evidence of that statute or regulation and of its contents and every copy purporting to be published by the Minister is deemed to be so published, unless the contrary is shown.

Inconsistencies in Acts

(2) In the event of an inconsistency between a consolidated statute published by the Minister under this Act and the original statute or a subsequent amendment as certified by the Clerk of the Parliaments under the *Publication of Statutes Act*, the original statute or amendment prevails to the extent of the inconsistency.

NOTE

This consolidation is current to November 20, 2017. The last amendments came into force on February 26, 2015. Any amendments that were not in force as of November 20, 2017 are set out at the end of this document under the heading “Amendments Not in Force”.

CARACTÈRE OFFICIEL DES CODIFICATIONS

Les paragraphes 31(1) et (2) de la *Loi sur la révision et la codification des textes législatifs*, en vigueur le 1^{er} juin 2009, prévoient ce qui suit :

Codifications comme élément de preuve

31 (1) Tout exemplaire d'une loi codifiée ou d'un règlement codifié, publié par le ministre en vertu de la présente loi sur support papier ou sur support électronique, fait foi de cette loi ou de ce règlement et de son contenu. Tout exemplaire donné comme publié par le ministre est réputé avoir été ainsi publié, sauf preuve contraire.

Incompatibilité — lois

(2) Les dispositions de la loi d'origine avec ses modifications subséquentes par le greffier des Parlements en vertu de la *Loi sur la publication des lois* l'emportent sur les dispositions incompatibles de la loi codifiée publiée par le ministre en vertu de la présente loi.

NOTE

Cette codification est à jour au 20 novembre 2017. Les dernières modifications sont entrées en vigueur le 26 février 2015. Toutes modifications qui n'étaient pas en vigueur au 20 novembre 2017 sont énoncées à la fin de ce document sous le titre « Modifications non en vigueur ».

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R.S.C., 1985, c. P-14

L.R.C., 1985, ch. P-14

An Act respecting pilotage

Loi concernant le pilotage

Short Title

Titre abrégé

Short title

1 This Act may be cited as the *Pilotage Act*.

1970-71-72, c. 52, s. 1.

Titre abrégé

1 *Loi sur le pilotage*.

1970-71-72, ch. 52, art. 1.

Interpretation

Définitions

Definitions

1.1 The definitions in this section apply in this Act.

apprentice pilot means a person who is training to become a licensed pilot. (*apprenti-pilote*)

licence means a licence issued by an Authority under section 22. (*brevet*)

licensed pilot means a person who holds a valid licence. (*pilote breveté*)

pilot means any person who does not belong to a ship and who has the conduct of it. (*pilote*)

ship includes any description of vessel or boat used or designed for use in navigation, without regard to method or lack of propulsion. (*navire*)

2001, c. 26, s. 316.

Définitions

1.1 Les définitions qui suivent s'appliquent à la présente loi.

apprenti-pilote Quiconque reçoit une formation pour devenir pilote breveté. (*apprentice pilot*)

brevet Brevet délivré par une Administration en application de l'article 22. (*licence*)

navire Toute construction flottante conçue ou utilisée pour la navigation, qu'elle soit pourvue ou non d'un moyen propre de propulsion. (*ship*)

pilote Quiconque assure la conduite d'un navire sans toutefois faire partie de son équipage. (*pilot*)

pilote breveté Titulaire d'un brevet en cours de validité. (*licensed pilot*)

2001, ch. 26, art. 316.

PART 1

Pilotage

Interpretation

Definitions

2 The definitions in this section apply in this Part.

PARTIE 1

Pilotage

Définitions

Définitions

2 Les définitions qui suivent s'appliquent à la présente partie.

Authority means a Pilotage Authority established by section 3. (*Administration*)

Canadian waters means the territorial sea of Canada and all internal waters of Canada. (*eaux canadiennes*)

compulsory pilotage means, in respect of a ship, the requirement that the ship be under the conduct of a licensed pilot or the holder of a pilotage certificate. (*pilotage obligatoire*)

compulsory pilotage area means an area of water in which ships are subject to compulsory pilotage. (*zone de pilotage obligatoire*)

Minister means the Minister of Transport. (*ministre*)

pilotage certificate means a certificate issued by an Authority under section 22. (*certificat de pilotage*)

R.S., 1985, c. P-14, s. 2; 2001, c. 26, s. 316.

Pilotage Authorities

Establishment

Pilotage Authorities established

3 (1) Each Pilotage Authority named in the schedule is hereby established as a body corporate consisting of a Chairperson and not more than six other members.

Appointment of Chairperson of Authority

(2) On the recommendation of the Minister and after consultation with members of the Authority and with the users of its services, the Governor in Council may appoint the Chairperson of an Authority to hold office during pleasure for the term that the Governor in Council considers appropriate.

Other members

(3) Each of the other members of an Authority shall be appointed by the Minister, with the approval of the Governor in Council, to hold office during pleasure for a term, not exceeding four years, that will ensure, as far as possible, the expiration in any one year of the terms of office of not more than one half of the members.

Full- or part-time

(3.1) The Chairperson and the Vice-Chairperson may be appointed to serve full-time or part-time.

Administration Administration de pilotage constituée aux termes de l'article 3. (*Authority*)

certificat de pilotage Certificat délivré par une Administration en application de l'article 22. (*pilotage certificate*)

eaux canadiennes La mer territoriale du Canada et ses eaux intérieures. (*Canadian waters*)

ministre Le ministre des Transports. (*Minister*)

pilotage obligatoire À l'égard d'un navire, s'entend du fait que celui-ci doit obligatoirement se trouver sous la conduite d'un pilote breveté ou du titulaire d'un certificat de pilotage. (*compulsory pilotage*)

zone de pilotage obligatoire Zone de navigation dans laquelle les navires sont assujettis au pilotage obligatoire. (*compulsory pilotage area*)

L.R. (1985), ch. P-14, art. 2; 2001, ch. 26, art. 316.

Administrations de pilotage

Mise en place

Constitution

3 (1) Chaque Administration de pilotage dont le nom figure à l'annexe est constituée en personne morale composée d'un président et d'au plus six autres membres.

Président du conseil

(2) Après avoir consulté les membres de l'Administration et les utilisateurs de ses services, le gouverneur en conseil, sur la recommandation du ministre, nomme à titre amovible le président du conseil pour le mandat qu'il estime indiqué.

Autres membres

(3) Le ministre, avec l'approbation du gouverneur en conseil, nomme à titre amovible les autres membres pour des mandats respectifs de quatre ans au maximum, ces mandats étant, dans la mesure du possible, échelonnés de manière que leur expiration au cours d'une même année ne touche pas plus de la moitié des membres.

Temps partiel ou temps plein

(3.1) Le président et le vice-président du conseil exercent leurs fonctions à temps partiel ou à temps plein.

Head office

(4) An Authority shall have its head office at the place named in respect of that Authority in the schedule.

R.S., 1985, c. P-14, s. 3; R.S., 1985, c. 1 (4th Supp.), s. 44(E); 1998, c. 10, s. 145; 2006, c. 9, ss. 290, 294(E).

Alteration

4 The Governor in Council may, by proclamation,

(a) extend the boundaries of any region set out in the schedule to include any Canadian waters not included in the schedule;

(b) change the name of an Authority;

(c) change the place of the head office of an Authority; and

(d) establish new Authorities and, in respect of any new Authority, prescribe the boundaries of its region and name the place at which the head office shall be situated and any new Authority shall be deemed to be an Authority established under subsection 3(1) and any such region shall be deemed to be a region set out in the schedule.

1970-71-72, c. 52, s. 3.

Great Lakes Pilotage Authority, Ltd.

5 The name “Great Lakes Pilotage Authority, Ltd.” is changed to “Great Lakes Pilotage Authority” and the Authority is deemed to have been established under subsection 3(1).

R.S., 1985, c. P-14, s. 5; 1998, c. 10, s. 146.

6 to 8 [Repealed, 1998, c. 10, s. 146]

Not agent of Her Majesty

9 An Authority is not an agent of Her Majesty.

1970-71-72, c. 52, s. 5.

Organization

Vice-Chairperson

10 The Governor in Council may appoint one of the members, other than the Chairperson, of an Authority to be Vice-Chairperson.

R.S., 1985, c. P-14, s. 10; 2006, c. 9, s. 291(E).

Reappointment

11 On the expiration of the term of office of a member of an Authority, the member is eligible for reappointment in the same or another capacity.

R.S., 1985, c. P-14, s. 11; 1998, c. 10, s. 146.1.

Siège

(4) Le siège d’une Administration est fixé au lieu désigné à son égard dans l’annexe.

L.R. (1985), ch. P-14, art. 3; L.R. (1985), ch. 1 (4^e suppl.), art. 44(A); 1998, ch. 10, art. 145; 2006, ch. 9, art. 290 et 294(A).

Modification

4 Le gouverneur en conseil peut, par proclamation :

a) reculer les limites d’une région décrite à l’annexe pour y comprendre des eaux canadiennes non comprises dans l’annexe;

b) changer le nom d’une Administration;

c) changer le siège d’une Administration;

d) constituer de nouvelles Administrations et délimiter leur région et désigner le lieu où leur siège est fixé; une nouvelle Administration ainsi constituée est réputée l’être aux termes du paragraphe 3(1) et une région ainsi délimitée est censée être une région décrite à l’annexe.

1970-71-72, ch. 52, art. 3.

Administration de pilotage des Grands Lacs, Limitée

5 La société appelée « Administration de pilotage des Grands Lacs, Limitée » devient l’« Administration de pilotage des Grands Lacs » et est réputée avoir été constituée en vertu du paragraphe 3(1).

L.R. (1985), ch. P-14, art. 5; 1998, ch. 10, art. 146.

6 à 8 [Abrogés, 1998, ch. 10, art. 146]

Statut

9 Une Administration n’est pas mandataire de Sa Majesté.

1970-71-72, ch. 52, art. 5.

Fonctionnement

Vice-président

10 Le gouverneur en conseil peut nommer l’un des membres d’une Administration, à l’exception du président, pour en assumer les fonctions de vice-président.

L.R. (1985), ch. P-14, art. 10; 2006, ch. 9, art. 291(A).

Renouvellement du mandat

11 Les membres sortants d’une Administration peuvent être reconduits à des fonctions identiques ou non.

L.R. (1985), ch. P-14, art. 11; 1998, ch. 10, art. 146.1.

Temporary substitute member

12 If a member of any Authority is unable at any time to perform the duties of office of the member by reason of absence or incapacity, the Governor in Council may, on such terms and conditions as the Governor in Council may prescribe, appoint a temporary substitute member.

1970-71-72, c. 52, s. 6.

Chairperson

13 (1) Where the Chairperson of an Authority serves full-time, the Chairperson has the direction and control of the business of the Authority and may exercise such powers as may be conferred on the Chairperson by by-law of the Authority.

Part-time

(1.1) Where the Chairperson of an Authority serves part-time, the board appoints a chief executive officer who has the direction and control of the business of the Authority and who may exercise such powers as may be conferred on the chief executive officer by by-law of the Authority.

When Vice-Chairperson to act

(2) In the event of the absence or incapacity of the Chairperson of an Authority, or if the office of Chairperson is vacant, the Vice-Chairperson, if any, of the Authority shall act as Chairperson.

R.S., 1985, c. P-14, s. 13; 1998, c. 10, s. 147; 2006, c. 9, ss. 292(E), 294(E).

Remuneration

14 (1) The Chairperson and Vice-Chairperson of an Authority shall be paid remuneration to be fixed by the Governor in Council.

Members' allowances

(2) A member, other than the Chairperson or Vice-Chairperson, of an Authority shall be paid a daily allowance to be fixed by the Governor in Council for each day that the member is engaged on the business of the Authority.

Expenses

(3) Each member of an Authority is entitled to be paid reasonable travel and other expenses incurred by the member while absent from his ordinary place of residence in the course of his duties under this Part.

R.S., 1985, c. P-14, s. 14; 2001, c. 26, s. 318; 2006, c. 9, s. 293(E).

Membre intérimaire

12 En cas d'absence ou d'empêchement d'un membre d'une Administration, le gouverneur en conseil peut, selon les modalités qu'il fixe, nommer un membre pour assurer l'intérim.

1970-71-72, ch. 52, art. 6.

Président

13 (1) Le président d'une Administration, s'il exerce ses fonctions à temps plein, en assure la direction et a pleine autorité sur ses activités et peut exercer les pouvoirs qui peuvent lui être conférés par règlement administratif.

Temps partiel

(1.1) Si le président d'une Administration exerce ses fonctions à temps partiel, le conseil choisit un premier dirigeant qui assure la direction de l'Administration et a pleine autorité sur ses activités et peut exercer les pouvoirs qui peuvent lui être conférés par règlement administratif.

Intérim du président

(2) En cas d'absence ou d'empêchement du président ou de vacance de son poste, la présidence est assumée, le cas échéant, par le vice-président.

L.R. (1985), ch. P-14, art. 13; 1998, ch. 10, art. 147; 2006, ch. 9, art. 292(A) et 294(A).

Rémunération

14 (1) Le président et le vice-président d'une Administration reçoivent la rémunération fixée par le gouverneur en conseil.

Indemnité journalière des autres membres

(2) Les autres membres reçoivent l'indemnité journalière fixée par le gouverneur en conseil pour chaque jour où ils exercent des fonctions pour le compte de l'Administration.

Autres indemnités

(3) Les membres d'une Administration ont droit aux frais de déplacement et autres entraînés par l'accomplissement, hors de leur lieu ordinaire de résidence, des fonctions qui leur sont confiées en application de la présente partie.

L.R. (1985), ch. P-14, art. 14; 2001, ch. 26, art. 318; 2006, ch. 9, art. 293(A).

Employment of staff

15 (1) Subject to subsection (2), an Authority may employ such officers and employees, including licensed pilots and apprentice pilots, as are necessary for the proper conduct of the work of the Authority.

Contract with body corporate for services

(2) Where a majority of licensed pilots within the region, or any part thereof, set out in respect of an Authority in the schedule who form or are members or shareholders of a body corporate elect not to become employees of the Authority, the Authority may contract with that body corporate for the services of licensed pilots and the training of apprentice pilots in the region or part thereof where the contract is to be effective, and the Authority shall not employ pilots or apprentice pilots in the region or that part thereof where such a contract is in effect.

Pilots may join body corporate

(3) Any body corporate that contracts, pursuant to subsection (2), with an Authority shall permit a licensed pilot or apprentice pilot in the region or part thereof to which the contract relates who is not a member or shareholder of that body corporate to become a member or shareholder on the same terms and conditions as the licensed pilots and apprentice pilots who formed or are members or shareholders of that body corporate.

1970-71-72, c. 52, s. 9.

Renewal of contract

15.1 (1) Where a contract for services referred to in subsection 15(2) does not provide a mechanism for the resolution of disputes in the contract renewal process, fifty days before the contract expires, the parties to the contract shall jointly choose a mediator and an arbitrator and shall refer to the mediator all issues related to the renewal of the contract that remain unresolved.

No agreement

(2) The Minister shall choose the mediator or arbitrator if the parties cannot agree on one or if the one they choose is unavailable.

Mediation

(3) The mediator has thirty days in which to bring the parties to agreement on the outstanding issues, at the end of which time the parties to the contract shall refer all of the remaining outstanding issues to the arbitrator.

1998, c. 10, s. 148.

Personnel

15 (1) Sous réserve du paragraphe (2), une Administration peut employer le personnel, notamment les pilotes brevetés et les apprentis-pilotes, qu'elle estime nécessaire à l'exercice de ses activités.

Services contractuels

(2) Lorsque la majorité des pilotes brevetés de la région — ou d'une partie de la région — décrite à l'annexe au regard d'une Administration donnée forment une personne morale ou en sont membres ou actionnaires et choisissent de ne pas devenir membres du personnel de l'Administration, celle-ci peut conclure avec la personne morale un contrat de louage de services pour les services de pilotes brevetés et la formation d'apprentis-pilotes dans la région — ou partie de région — visée par le contrat; l'Administration ne peut alors engager de pilotes ou d'apprentis-pilotes dans la région — ou partie de région — en cause.

Possibilité pour les pilotes de devenir membres ou actionnaires

(3) La personne morale qui passe un contrat avec une Administration en application du paragraphe (2) doit permettre aux pilotes brevetés ou apprentis-pilotes de la région — ou partie de région — visée par le contrat qui ne sont pas membres ou actionnaires de cette personne morale de le devenir selon les mêmes modalités que les pilotes brevetés et apprentis-pilotes qui l'ont formée ou en sont membres ou actionnaires.

1970-71-72, ch. 52, art. 9.

Renouvellement du contrat

15.1 (1) Cinquante jours avant l'expiration d'un contrat de louage de services mentionné au paragraphe 15(2) qui ne comporte aucune disposition sur le règlement des différends à survenir au cours des négociations en vue de son renouvellement, les parties au contrat sont tenues de choisir d'un commun accord un médiateur et un arbitre, et de soumettre au médiateur toutes les questions liées au renouvellement du contrat qui demeurent en litige.

Absence d'accord

(2) Le ministre désigne un médiateur ou un arbitre lorsque les parties ne peuvent s'entendre sur leur choix ou lorsque le médiateur ou l'arbitre qu'elles ont choisi n'est pas disponible.

Médiation

(3) Le médiateur dispose d'un délai de trente jours pour amener les parties à s'entendre sur les questions qui lui ont été soumises; une fois ce délai expiré, les parties au

Final offers

15.2 (1) The parties to the contract shall each submit a final offer in respect of the outstanding issues to each other and to the arbitrator within five days after the date on which those issues are referred to the arbitrator.

Decision of arbitrator

(2) Within fifteen days, the arbitrator shall choose one or other of the final offers in its entirety.

Effect of decision

(3) The final offer chosen by the arbitrator is final and binding and becomes part of the new contract for services that is effective on the day after the former contract expires.

Sharing of costs

(4) The parties to the contract shall share equally the cost of the fees of the mediator or arbitrator.

1998, c. 10, s. 148.

Continuation of services

15.3 A body corporate with which an Authority has contracted for services under subsection 15(2) and the members and shareholders of the body corporate are prohibited from refusing to provide pilotage services while a contract for services is in effect or being negotiated.

1998, c. 10, s. 148.

Authority a Public Service corporation

16 (1) An Authority shall be deemed to be a Public Service corporation for the purposes of section 37 of the *Public Service Superannuation Act*.

Government Employees Compensation Act and Aeronautics Act

(2) Officers and employees of an Authority shall be deemed to be persons employed in the federal public administration for the purposes of the *Government Employees Compensation Act* and any regulations made pursuant to section 9 of the *Aeronautics Act*.

R.S., 1985, c. P-14, s. 16; 2003, c. 22, s. 224(E).

contrat soumettent les questions qui demeurent en litige à l'arbitre.

1998, ch. 10, art. 148.

Dernières offres

15.2 (1) Chaque partie au contrat est tenue de faire parvenir à l'arbitre — ainsi qu'à la partie adverse — sa dernière offre sur toutes les questions qui demeurent en litige, dans les cinq jours suivant la date à laquelle il en est saisi.

Décision de l'arbitre

(2) L'arbitre dispose d'un délai de quinze jours à compter de la date à laquelle elles lui sont soumises pour choisir l'une ou l'autre des dernières offres dans son intégralité.

Conséquence de la décision

(3) La dernière offre choisie par l'arbitre est définitive et obligatoire et est incorporée au contrat de louage de services renouvelé, lequel prend effet à la date d'expiration du contrat précédent.

Partage des honoraires

(4) Les honoraires du médiateur ou de l'arbitre sont à la charge des parties au contrat en parts égales.

1998, ch. 10, art. 148.

Maintien des activités

15.3 Il est interdit à la personne morale qui a conclu un contrat de louage de services en vertu du paragraphe 15(2) de même qu'à ses membres ou actionnaires de refuser de fournir des services de pilotage pendant la durée de validité d'un contrat ou au cours des négociations en vue du renouvellement d'un contrat.

1998, ch. 10, art. 148.

Assimilation à organisme de la fonction publique

16 (1) Une Administration est réputée être un organisme de la fonction publique pour l'application de l'article 37 de la *Loi sur la pension de la fonction publique*.

Loi sur l'indemnisation des agents de l'État et Loi sur l'aéronautique

(2) Les membres du personnel d'une Administration sont réputés appartenir à l'administration publique fédérale pour l'application de la *Loi sur l'indemnisation des agents de l'État* et des règlements pris en vertu de l'article 9 de la *Loi sur l'aéronautique*.

L.R. (1985), ch. P-14, art. 16; 2003, ch. 22, art. 224(A).

By-laws

17 (1) An Authority may make by-laws respecting the management of its internal affairs, including by-laws

- (a) respecting the duties of its members, officers and employees;
- (b) delegating to any person, either generally or with reference to any particular matter, all or any of
 - (i) the powers of the Chairperson of the Authority, and
 - (ii) the powers of the Authority, except the power to make a by-law or a regulation; and
- (c) respecting the management and control of its property.

Copies made available

(2) An Authority shall supply a copy of any by-law of the Authority to any interested person who requests a copy.

R.S., 1985, c. P-14, s. 17; 2006, c. 9, s. 294(E).

Objects and Powers

Objects

18 The objects of an Authority are to establish, operate, maintain and administer in the interests of safety an efficient pilotage service within the region set out in respect of the Authority in the schedule.

1970-71-72, c. 52, s. 12.

Powers

19 (1) An Authority may, for its use, purchase, lease or otherwise acquire

- (a) land, buildings, wharves or other structures;
- (b) pilot boats;
- (c) radio and other communication equipment; and
- (d) such other equipment, supplies and services as may be necessary for the operation of an efficient and economical pilotage service.

Règlements administratifs

17 (1) Une Administration peut, par règlement administratif, régir son activité et notamment :

- a) définir les fonctions de ses membres et de son personnel;
- b) déléguer à quiconque, aux termes d'un mandat général ou spécial, tout ou partie des pouvoirs suivants :
 - (i) ceux du président de l'Administration,
 - (ii) ceux de l'Administration, sauf celui de prendre un règlement administratif ou général;
- c) prévoir la gestion et le contrôle de ses biens.

Copies disponibles

(2) Une Administration doit fournir à tout intéressé qui lui en fait la demande copie de ses règlements administratifs.

L.R. (1985), ch. P-14, art. 17; 2006, ch. 9, art. 294(A).

Mission et pouvoirs

Mission

18 Une Administration a pour mission de mettre sur pied, de faire fonctionner, d'entretenir et de gérer, pour la sécurité de la navigation, un service de pilotage efficace dans la région décrite à l'annexe au regard de cette Administration.

1970-71-72, ch. 52, art. 12.

Pouvoirs

19 (1) Une Administration peut, pour en faire usage, acheter, prendre à bail ou acquérir par tout autre mode :

- a) des biens-fonds, bâtiments, quais ou autres ouvrages;
- b) des bateaux-pilotes;
- c) du matériel radio et autre matériel de transmission ou de réception;
- d) les autres matériels, fournitures et services nécessaires au fonctionnement d'un service de pilotage efficace et économique.

Idem

(2) An Authority may sell or lease any land, buildings, wharves, structures, pilot boats or equipment and supplies acquired pursuant to subsection (1).

1970-71-72, c. 52, s. 13.

Regulations

20 (1) An Authority may, with the approval of the Governor in Council, make regulations necessary for the attainment of its objects, including, without restricting the generality of the foregoing, regulations

- (a)** establishing compulsory pilotage areas;
- (b)** prescribing the ships or classes of ships that are subject to compulsory pilotage;
- (c)** prescribing the circumstances under which compulsory pilotage may be waived;
- (d)** prescribing the notice, if any, to be given by a ship, of its estimated time of arrival in a compulsory pilotage area or its estimated time of departure from a place in a compulsory pilotage area and the manner of giving the notice;
- (e)** prescribing classes of licences and classes of pilotage certificates that may be issued;
- (f)** prescribing the qualifications that a holder of any class of licence or any class of pilotage certificate shall meet, including the degree of local knowledge, skill, experience and proficiency in one or both of the official languages of Canada required, in addition to the minimum qualifications prescribed by the Governor in Council under section 52;
- (g)** prescribing the manner for determining whether a person who applies for a licence or pilotage certificate, or a licensed pilot or holder of a pilotage certificate, meets the qualifications prescribed under paragraph (f) for the class of licence or pilotage certificate applied for or held, as the case may be;
- (h)** prescribing the manner of issuing licences and pilotage certificates;
- (i)** setting the time and fixing the fee for any examination relating to the issue of a licence or pilotage certificate and the fee for issuing a licence or pilotage certificate;
- (j)** limiting the number of licences that may be issued for any compulsory pilotage area;

Idem

(2) Une Administration peut vendre ou donner à bail des biens-fonds, bâtiments, quais, ouvrages, bateaux-pilotes ou du matériel et des fournitures acquis au titre du paragraphe (1).

1970-71-72, ch. 52, art. 13.

Règlements généraux

20 (1) Une Administration peut, avec l'approbation du gouverneur en conseil, prendre les règlements généraux nécessaires à l'exécution de sa mission et, notamment :

- a)** établir des zones de pilotage obligatoire;
- b)** déterminer les navires ou catégories de navires assujettis au pilotage obligatoire;
- c)** établir les circonstances dans lesquelles il peut y avoir dispense du pilotage obligatoire;
- d)** fixer, le cas échéant, le préavis que doit donner un navire de son heure d'arrivée prévue dans une zone de pilotage obligatoire ou de son heure de départ prévue d'un endroit situé dans une zone de pilotage obligatoire, ainsi que la forme du préavis;
- e)** établir les catégories de brevets et certificats de pilotage;
- f)** fixer les conditions que le titulaire d'un brevet ou d'un certificat de pilotage d'une catégorie quelconque doit remplir, notamment le niveau de connaissance des lieux, de compétence, d'expérience et de connaissance de l'une des langues officielles du Canada, ou des deux, requis en sus des conditions minimales fixées par le gouverneur en conseil aux termes de l'article 52;
- g)** prévoir la façon de déterminer si la personne qui demande un brevet ou un certificat de pilotage ou si le pilote breveté ou le titulaire d'un certificat de pilotage remplit les conditions fixées en application de l'alinéa f) pour la catégorie du brevet ou certificat de pilotage dont il est titulaire ou dont il demande la délivrance, selon le cas;
- h)** prévoir le mode d'attribution des brevets et certificats de pilotage;
- i)** arrêter la date et fixer le droit d'examen à payer par les candidats à un brevet ou certificat de pilotage ainsi que le droit à payer pour la délivrance d'un tel brevet ou certificat;
- j)** restreindre le nombre de brevets qui peut être délivré pour une zone de pilotage obligatoire;

(k) prescribing the conditions, in addition to anything provided by subsection 25(1), under which a ship shall have a licensed pilot or holder of a pilotage certificate on board;

(l) prescribing the minimum number of licensed pilots or holders of pilotage certificates that shall be on board ship at any time; and

(m) prescribing the circumstances under which a licensed pilot or holder of a pilotage certificate shall be required to take further training to be enabled to meet any new qualifications prescribed under paragraph (f) since the pilot's licence or the pilotage certificate was issued.

United States pilots and waters

(2) Where Canadian waters are contiguous with waters of the United States, an Authority may, with the approval of the Governor in Council, make regulations setting out the terms and conditions under which

(a) a pilot, or other person, authorized to have the conduct of a ship by an appropriate authority of the United States may pilot in Canadian waters; and

(b) a licensed pilot or holder of a pilotage certificate may have the conduct of a ship in waters of the United States.

Proposed regulations to be published

(3) An Authority shall publish in the *Canada Gazette* a copy of each regulation that it proposes to make under paragraph (1)(a) or (f), and no such regulation shall be made by the Authority

(a) before the expiration of thirty days after the date of publication of the proposed regulation; or

(b) where a notice of objection is filed pursuant to subsection 21(1), before the objection is heard and an order is made by the Minister pursuant to subsection 21(4).

1970-71-72, c. 52, s. 14.

Notice of objection to proposed regulation

21 (1) Any person who has reason to believe that a regulation that an Authority proposes to make under paragraph 20(1)(a) or (f) is not in the public interest may file a notice of objection setting out the grounds therefor with the Minister within thirty days following publication of the proposed regulation in the *Canada Gazette* under subsection 20(3).

k) imposer, outre l'exigence prévue au paragraphe 25(1), les circonstances dans lesquelles un navire doit avoir à son bord un pilote breveté ou le titulaire d'un certificat de pilotage;

l) fixer le nombre minimal de pilotes brevetés ou de titulaires de certificats de pilotage qui doivent se trouver à bord d'un navire;

m) établir les circonstances dans lesquelles un pilote breveté ou le titulaire d'un certificat de pilotage sera tenu d'acquérir une formation complémentaire afin de pouvoir remplir les conditions nouvelles fixées en application de l'alinéa f) depuis la délivrance de son brevet ou certificat de pilotage.

Règlements sur des pilotes et des eaux des États-Unis

(2) Dans les cas où des eaux canadiennes sont limitrophes des eaux des États-Unis, une Administration peut par règlement général, avec l'approbation du gouverneur en conseil, établir les modalités selon lesquelles :

a) un pilote notamment, autorisé par une administration appropriée des États-Unis à assurer la conduite d'un navire, peut piloter en eaux canadiennes;

b) un pilote breveté ou le titulaire d'un certificat de pilotage peut assurer la conduite d'un navire dans les eaux des États-Unis.

Publication des projets de règlements généraux

(3) Une Administration doit publier dans la *Gazette du Canada* ses projets de règlements généraux visés aux alinéas (1)a) ou f) et ces règlements ne peuvent être pris par l'Administration avant, selon le cas :

a) l'expiration d'un délai de trente jours à partir de la date de publication;

b) en cas de dépôt d'un avis d'opposition au titre du paragraphe 21(1), l'audition de l'opposition et la prise d'un arrêté par le ministre sous l'autorité du paragraphe 21(4).

1970-71-72, ch. 52, art. 14.

Avis d'opposition

21 (1) Quiconque a des raisons de croire qu'un projet de règlement général d'application des alinéas 20(1)a) ou f) n'est pas dans l'intérêt public peut déposer auprès du ministre, dans les trente jours de sa publication dans la *Gazette du Canada*, un avis d'opposition motivé.

Investigation

(2) Where a notice of objection is filed pursuant to subsection (1), the Minister shall appoint a person to make such investigation of the proposed regulation, including the holding of public hearings, as in the opinion of the Minister is necessary or desirable in the public interest.

Powers of investigator

(3) A person appointed under subsection (2) shall have all the powers of a commissioner under Part I of the *Inquiries Act*.

Report

(4) On completion of a hearing under this section, the person holding the hearing shall send a report to the Minister, who may, by order, approve, amend or disapprove the proposed regulation, either in accordance with the report or otherwise, and the Authority shall make the regulation accordingly.

1970-71-72, c. 52, s. 14.

Licences and Certificates

Issue of licence or pilotage certificate

22 (1) Subject to subsection (2) and any regulations made pursuant to paragraph 20(1)(j), an Authority shall,

(a) on receipt of an application in writing for a licence or pilotage certificate, and

(b) on being satisfied that the applicant therefor is able to meet the qualifications prescribed by the Governor in Council pursuant to section 52 and by the Authority pursuant to subsection 20(1),

issue a licence or pilotage certificate to the applicant, but no pilotage certificate shall be issued to an applicant therefor unless the Authority is satisfied that the applicant has a degree of skill and local knowledge of the waters of the compulsory pilotage area equivalent to that required of an applicant for a licence for that compulsory pilotage area.

Citizenship of applicants

(2) No licence or pilotage certificate shall be issued to an applicant therefor unless the applicant is

(a) a Canadian citizen; or

(b) a permanent resident within the meaning of subsection 2(1) of the *Immigration and Refugee Protection Act* who has not been ordinarily resident in Canada for six years or who has been ordinarily resident in

Enquête

(2) En cas de dépôt d'un avis d'opposition en application du paragraphe (1), le ministre nomme une personne pour faire, relativement au projet de règlement général, l'enquête qu'il estime nécessaire ou souhaitable dans l'intérêt public, notamment par la tenue d'audiences publiques.

Pouvoirs d'enquête

(3) La personne nommée aux termes du paragraphe (2) a tous les pouvoirs d'un commissaire nommé en application de la partie I de la *Loi sur les enquêtes*.

Rapport

(4) À l'issue des audiences prévues par le présent article, la personne chargée de les tenir fait parvenir son rapport au ministre qui peut, par arrêté, approuver, modifier ou rejeter le projet de règlement général, conformément au rapport ou non; l'Administration prend alors le règlement général en conséquence.

1970-71-72, ch. 52, art. 14.

Brevets et certificats

Délivrance du brevet ou du certificat de pilotage

22 (1) Sous réserve du paragraphe (2) et des règlements d'application de l'alinéa 20(1)j), une Administration doit délivrer au demandeur un brevet ou un certificat de pilotage :

a) sur réception d'une demande écrite à cet effet;

b) lorsqu'elle est convaincue que le demandeur peut remplir les conditions fixées par le gouverneur en conseil en application de l'article 52 et par l'Administration en application du paragraphe 20(1).

Il ne doit toutefois pas être délivré de certificat de pilotage à un demandeur à moins que l'Administration ne soit convaincue qu'il possède un niveau de compétence et de connaissance des eaux de la zone de pilotage obligatoire comparable à celui que l'on exige du demandeur qui présente une demande de brevet pour cette même zone.

Citoyenneté des demandeurs

(2) Il est interdit de délivrer un brevet ou certificat de pilotage à un demandeur s'il n'est :

a) soit un citoyen canadien;

b) soit un résident permanent au sens du paragraphe 2(1) de la *Loi sur l'immigration et la protection des réfugiés* qui n'a pas résidé ordinairement au Canada pendant six ans ou, dans le cas contraire, qui convainc

Canada for six years or more and is shown, to the satisfaction of the Authority, not to have become a Canadian citizen as a result of circumstances beyond the control of the applicant.

Term in case of issue to permanent resident

(3) Every licence or pilotage certificate issued to a permanent resident ceases to be valid five years after the date the licence is issued unless the permanent resident becomes a Canadian citizen before that date.

Term where qualifications met

(4) A licence or pilotage certificate of any class remains in force while the licensed pilot or holder of the pilotage certificate is able to meet the qualifications prescribed by the regulations for a holder of that class of licence or pilotage certificate, including any qualifications prescribed by regulation since the licence or pilotage certificate was issued or deemed to be issued.

R.S., 1985, c. P-14, s. 22; 2001, c. 27, s. 268.

Replacement with licence or pilotage certificate of different class

23 Where a licensed pilot or holder of a pilotage certificate is unable to meet the qualifications prescribed by the regulations for the class to which the licence or pilotage certificate belongs, an Authority shall cancel the licence or pilotage certificate and, if the licensed pilot or holder of a pilotage certificate is able to meet the qualifications for a licence or pilotage certificate of a different class, the Authority shall issue a licence or pilotage certificate of that different class to the licensed pilot or holder of a pilotage certificate.

1970-71-72, c. 52, s. 15.

24 [Repealed, R.S., 1985, c. 31 (1st Supp.), s. 85]

Prohibition where pilotage compulsory

25 (1) Except as provided in the regulations, no person shall have the conduct of a ship within a compulsory pilotage area unless the person is a licensed pilot or a regular member of the complement of the ship who is the holder of a pilotage certificate for that area.

Pilot responsible to master

(2) A licensed pilot who has the conduct of a ship is responsible to the master for the safe navigation of the ship.

When disqualified from pilotage

(3) No licensed pilot or holder of a pilotage certificate

l'Administration qu'il n'est pas devenu citoyen canadien par suite de circonstances indépendantes de sa volonté.

Durée de validité — Résident permanent

(3) Tout brevet ou certificat de pilotage délivré à un résident permanent cesse d'être valide cinq ans après la date de sa délivrance à moins que son détenteur ne devienne un citoyen canadien avant cette date.

Durée de validité — Conditions réunies

(4) Un brevet ou un certificat de pilotage reste valide tant que le pilote breveté ou le titulaire du certificat de pilotage peut remplir les conditions fixées par règlement général pour un détenteur de cette catégorie de brevet ou de certificat de pilotage, notamment celles fixées depuis la date de délivrance du brevet ou certificat de pilotage.

L.R. (1985), ch. P-14, art. 22; 2001, ch. 27, art. 268.

Délivrance d'un brevet d'une catégorie différente

23 Une Administration doit annuler le brevet ou le certificat de pilotage du pilote breveté ou titulaire d'un certificat de pilotage qui ne peut remplir les conditions fixées par règlement général pour la catégorie de brevet ou de certificat de pilotage dont il est alors détenteur; elle doit en outre, s'il peut remplir les conditions exigées pour un brevet ou un certificat de pilotage d'une catégorie différente, lui délivrer un tel brevet ou certificat.

1970-71-72, ch. 52, art. 15.

24 [Abrogé, L.R. (1985), ch. 31 (1^{er} suppl.), art. 85]

Interdiction — Zone de pilotage obligatoire

25 (1) Sauf dispositions contraires des règlements généraux, il est interdit à quiconque d'assurer la conduite d'un navire à l'intérieur d'une zone de pilotage obligatoire à moins d'être un pilote breveté ou un membre régulier de l'effectif du navire et titulaire d'un certificat de pilotage pour cette zone.

Responsabilité du pilote envers le capitaine

(2) Le pilote breveté qui assure la conduite d'un navire est responsable envers le capitaine de la sécurité de la navigation du navire.

Interdiction

(3) Il est interdit à un pilote breveté ou au titulaire d'un certificat de pilotage d'assurer la conduite d'un navire dans une zone de pilotage obligatoire ou d'être de service

(a) who knows of any physical or mental disability that prevents that pilot or holder from meeting the qualifications required of a holder of a licence or pilotage certificate,

(b) whose ability is impaired by alcohol or a drug or from any other cause, or

(c) whose licence or pilotage certificate is suspended, shall have the conduct of a ship within a compulsory pilotage area or be on duty on board ship pursuant to a regulation of an Authority requiring a ship to have a licensed pilot or holder of a pilotage certificate on board.

Prohibition of alcohol or drug consumption

(4) No licensed pilot or holder of a pilotage certificate shall, while on duty, consume alcohol or any drug that may impair the ability of that pilot or holder to have the conduct of the ship.

1970-71-72, c. 52, s. 16.

Master may relieve pilot or pilotage certificate holder

26 (1) Notwithstanding any provision of this Part, where the master of a ship believes on reasonable grounds that the actions of a licensed pilot or holder of a pilotage certificate on board a ship are, in any way, endangering the safety of the ship, the master may, in the interest of the safety of the ship, take the conduct of the ship from the licensed pilot or holder of a pilotage certificate or relieve the licensed pilot from duty on board ship.

Master to report

(2) Where the master of a ship takes the conduct of a ship from a licensed pilot or holder of a pilotage certificate pursuant to subsection (1), the master shall file, within three days of taking the conduct of the ship, a written report setting out the master's reasons therefor with the Authority that issued the licence or pilotage certificate.

R.S., 1985, c. P-14, s. 26; 2001, c. 26, s. 318.

Suspension of licence

27 (1) The Chairperson of an Authority may suspend a licence or pilotage certificate for a period not exceeding fifteen days where the Chairperson has reason to believe that the licensed pilot or the holder of the pilotage certificate

(a) while having the conduct of a ship or being on duty on board ship pursuant to a regulation of an Authority requiring a ship to have a licensed pilot or holder of a pilotage certificate on board, contravened subsection 25(3) or (4);

à bord du navire en application d'un règlement général d'une Administration exigeant qu'un navire ait à son bord un pilote breveté ou le titulaire d'un certificat de pilotage quand il se trouve dans l'une ou l'autre des circonstances suivantes :

a) il a connaissance d'une incapacité physique ou mentale qui l'empêche de remplir les conditions exigées du détenteur d'un brevet ou d'un certificat de pilotage;

b) ses facultés sont affaiblies par l'alcool ou une drogue ou pour toute autre raison;

c) son brevet ou certificat de pilotage est suspendu.

Interdiction — Consommation d'alcool ou de drogue

(4) Il est interdit à un pilote breveté ou au titulaire d'un certificat de pilotage, lorsqu'il est de service, de boire de l'alcool ou de prendre une drogue susceptible d'affaiblir sa capacité d'assurer la conduite du navire.

1970-71-72, ch. 52, art. 16.

Relève du pilote ou du titulaire

26 (1) Malgré les autres dispositions de la présente partie, le capitaine d'un navire qui a des motifs raisonnables de croire que les actes d'un pilote breveté ou du titulaire d'un certificat de pilotage qui se trouvent à bord du navire mettent, de quelque façon que ce soit, le navire en danger peut, pour la sécurité du navire, en assurer la conduite à la place du pilote ou du titulaire ou relever le pilote de ses fonctions à bord du navire.

Rapport du capitaine

(2) Lorsque le capitaine d'un navire en assure la conduite à la place du pilote breveté ou du titulaire d'un certificat de pilotage en application du paragraphe (1), il doit, dans les trois jours suivant celui où il a assumé la conduite du navire, soumettre à l'Administration qui a délivré le brevet ou le certificat un rapport écrit énonçant les motifs de son intervention.

L.R. (1985), ch. P-14, art. 26; 2001, ch. 26, art. 318.

Suspension

27 (1) Le président de l'Administration peut suspendre un brevet ou un certificat de pilotage pour une période maximale de quinze jours lorsqu'il a des raisons de croire que son détenteur :

a) a contrevenu aux paragraphes 25(3) ou (4) pendant qu'il assurait la conduite d'un navire ou était de service à bord d'un navire en application d'un règlement général d'une Administration exigeant qu'un navire ait un pilote breveté ou un titulaire de certificat de pilotage à son bord;

(b) has reported for duty and, in the circumstances, would have been in contravention of subsection 25(3) if the licensed pilot or holder of the pilotage certificate had been on duty;

(c) has been negligent in the duty of the licensed pilot or holder of the pilotage certificate; or

(d) does not meet the qualifications required of a holder of a licence or pilotage certificate.

Confirmation of oral suspension

(2) Where the Chairperson of an Authority suspends a licence or pilotage certificate orally, the Chairperson shall, within forty-eight hours after the suspension, confirm the suspension in writing together with the reasons therefor to the licensed pilot or holder of the pilotage certificate at the address of that pilot or holder as shown on the register kept by the Authority pursuant to section 32.

Report to Authority

(3) Where the Chairperson of an Authority suspends a licence or pilotage certificate, the Chairperson shall, within forty-eight hours after the suspension, report the suspension to the Authority.

Suspension or cancellation by Authority

(4) Where the Authority receives a report pursuant to subsection (3), it may

(a) approve or revoke the suspension under subsection (1);

(b) suspend the licence or pilotage certificate

(i) for a further period not exceeding one year, or

(ii) for an indefinite period until the licensed pilot or holder of the pilotage certificate shows the ability to meet the qualifications prescribed by the regulations; or

(c) cancel the licence or pilotage certificate.

Notice to pilot

(5) No action shall be taken pursuant to paragraph (4)(b) or (c) unless, before the suspension by the Chairperson under subsection (1) terminates, the Authority gives written notice to the licensed pilot or holder of the pilotage certificate setting out the action the Authority proposes to take and the reasons therefor.

R.S., 1985, c. P-14, s. 27; 2006, c. 9, s. 294(E).

b) s'est présenté au travail dans des conditions telles que, s'il avait été de service, il aurait contrevenu au paragraphe 25(3);

c) a été négligent dans l'exercice de ses fonctions;

d) ne remplit pas les conditions exigées du détenteur d'un brevet ou d'un certificat de pilotage.

Confirmation d'une suspension verbale

(2) En cas de suspension verbale du brevet ou certificat de pilotage prononcée par le président de l'Administration, celui-ci doit, dans les quarante-huit heures suivant la suspension, en donner confirmation écrite, accompagnée des motifs, au pilote breveté ou au titulaire du certificat de pilotage, à l'adresse indiquée au registre tenu par l'Administration en application de l'article 32.

Rapport à l'Administration

(3) Le président de l'Administration qui suspend un brevet ou un certificat de pilotage doit, dans les quarante-huit heures suivant la suspension, en faire rapport à l'Administration.

Suspension ou annulation par l'Administration

(4) L'Administration qui reçoit le rapport peut prendre l'une ou l'autre des mesures suivantes :

a) confirmer ou annuler la suspension prononcée sous le régime du paragraphe (1);

b) suspendre le brevet ou le certificat de pilotage :

(i) soit pour une période supplémentaire ne dépassant pas une année,

(ii) soit pour une période indéterminée, jusqu'à ce que le pilote ou le titulaire du certificat démontre qu'il peut remplir les conditions fixées par règlement général;

c) annuler le brevet ou le certificat de pilotage.

Préavis

(5) Aucune mesure ne peut être prise en application des alinéas (4)b) ou c) à moins qu'avant l'expiration de la suspension en cause l'Administration ne donne avis par écrit au pilote breveté ou au titulaire du certificat de pilotage des mesures qu'elle se propose de prendre ainsi que des motifs de sa décision.

L.R. (1985), ch. P-14, art. 27; 2006, ch. 9, art. 294(A).

Hearings

28 (1) An Authority shall, before refusing to issue a licence or pilotage certificate or cancelling a licence or pilotage certificate pursuant to section 23, afford the applicant therefor or holder thereof or the representative of that applicant or holder a reasonable opportunity to be heard.

Idem

(2) Where the Authority gives written notice to a licensed pilot or the holder of a pilotage certificate that it proposes to suspend the licence or pilotage certificate for a further period or to cancel the licence or pilotage certificate pursuant to subsection 27(4), the Authority shall afford the holder of the licence or pilotage certificate or the representative of the holder a reasonable opportunity to be heard before the action is taken.

Where hearings to be public

(3) Where a hearing is to be held as provided by subsection (1) or (2) and the applicant for a licence or pilotage certificate or the holder of the licence or pilotage certificate, as the case may be, requests a public hearing or the Authority is satisfied that it would be in the public interest to hold a public hearing, the Authority shall hold a public hearing and hear all persons having an interest in the matter who wish to be heard in connection therewith.

Powers respecting hearing

(4) The Authority has, in relation to any hearing before it, all the powers of a commissioner under Part I of the *Inquiries Act*.

1970-71-72, c. 52, s. 18.

Review by Minister

29 (1) An applicant who is refused the issue of a licence or pilotage certificate or the holder of a licence or pilotage certificate that is suspended or cancelled pursuant to section 23, 27 or 30 may, after a hearing by an Authority under section 28, apply to the Minister for a review of the decision of the Authority.

Powers of Minister on review

(2) Where, after considering the application made under subsection (1) and any material submitted therewith, the Minister is of the opinion that the issue of the licence or pilotage certificate should not have been refused or the licence or pilotage certificate should not have been suspended or cancelled, the Minister may direct the Authority to

- (a)** issue the licence or pilotage certificate;

Droit d'être entendu

28 (1) Avant de refuser de délivrer un brevet ou un certificat de pilotage ou d'annuler un tel brevet ou certificat en application de l'article 23, une Administration doit accorder au demandeur ou au détenteur du brevet ou du certificat ou à son représentant la possibilité de se faire entendre.

Idem

(2) L'Administration qui avise par écrit un pilote breveté ou le titulaire d'un certificat de pilotage de son intention d'annuler ou de suspendre pour une période supplémentaire son brevet ou son certificat de pilotage en application du paragraphe 27(4) doit donner à cette personne ou à son représentant la possibilité de se faire entendre avant que les mesures ne soient prises.

Audiences publiques sur demande

(3) Lorsqu'une audience doit être tenue ainsi que le prévoient les paragraphes (1) ou (2) et que le demandeur ou le détenteur d'un brevet ou d'un certificat de pilotage, selon le cas, sollicite une audience publique, ou lorsque l'Administration est convaincue qu'il serait dans l'intérêt public de tenir une audience publique, l'Administration doit tenir une telle audience et entendre tous les intéressés qui désirent être entendus à ce sujet.

Pouvoirs d'enquête

(4) L'Administration a, relativement à toute audience tenue par elle, tous les pouvoirs d'un commissaire nommé en application de la partie I de la *Loi sur les enquêtes*.

1970-71-72, ch. 52, art. 18.

Révision par le ministre

29 (1) Le demandeur auquel est refusée la délivrance d'un brevet ou d'un certificat de pilotage ou le détenteur d'un tel brevet ou certificat, suspendu ou annulé en application des articles 23, 27 ou 30, peut, après la tenue d'une audience par une Administration sous l'autorité de l'article 28, demander au ministre de réviser la décision de l'Administration.

Pouvoirs du ministre

(2) Lorsque, après examen de la demande et de toute documentation accompagnant celle-ci, le ministre est d'avis que la délivrance du brevet ou du certificat de pilotage n'aurait pas dû être refusée ou que le brevet ou le certificat de pilotage n'aurait pas dû être suspendu ou annulé, il peut ordonner à l'Administration :

- a)** soit de délivrer le brevet ou le certificat de pilotage;

(b) rescind the suspension or cancellation of the licence or pilotage certificate; or

(c) reduce the period of the suspension, on such conditions, if any, relating to the licence or pilotage certificate as the Minister deems proper.

1970-71-72, c. 52, s. 18.

Pilot ceasing to be employed or to belong to pilots' corporation

30 (1) When a licensed pilot

(a) who is an employee of an Authority ceases to be employed as a licensed pilot, or

(b) who is a member or shareholder of a body corporate referred to in subsection 15(2) ceases to be a member or shareholder of the body corporate,

the licence ceases to be valid.

Cancellation for failure to meet qualifications

(2) An Authority shall cancel a licence or pilotage certificate when the holder of the licence or pilotage certificate does not meet the qualifications required of a holder of a licence or pilotage certificate.

1970-71-72, c. 52, s. 19.

Delivery up on cancellation

31 Where a licence or pilotage certificate is cancelled, the holder thereof shall deliver up the licence or pilotage certificate to the Authority that issued it.

1970-71-72, c. 52, s. 20.

Register

32 An Authority shall keep a register, in a manner approved by the Minister, of licensed pilots, apprentice pilots and the holders of pilotage certificates.

1970-71-72, c. 52, s. 21.

Tariffs

Regulations prescribing tariffs of pilotage charges

33 (1) An Authority shall, with the approval of the Governor in Council, make regulations prescribing tariffs of pilotage charges to be paid to that Authority for pilotage and, without restricting the generality of the foregoing, may fix tariffs of pilotage charges for

(a) the cancellation of a request for the service of a pilot;

(b) the carriage of a pilot on a ship beyond the area for which the service of the pilot was engaged;

b) soit d'annuler la suspension ou l'annulation du brevet ou du certificat de pilotage;

c) soit de réduire la période de suspension en imposant, le cas échéant, les conditions relatives au brevet ou au certificat de pilotage qu'il estime appropriées.

1970-71-72, ch. 52, art. 18.

Perte de qualité

30 (1) Un brevet cesse d'être valide lorsqu'un pilote breveté :

a) étant membre du personnel d'une Administration cesse de l'être en cette qualité;

b) qui est membre ou actionnaire d'une personne morale visée au paragraphe 15(2) cesse de l'être.

Non-réunion des conditions

(2) Une Administration doit annuler un brevet ou un certificat de pilotage lorsque le détenteur du brevet ou certificat ne remplit plus les conditions exigées d'un tel détenteur.

1970-71-72, ch. 52, art. 19.

Remise d'un brevet ou certificat annulé

31 En cas d'annulation d'un brevet ou d'un certificat de pilotage, son détenteur doit le retourner à l'Administration qui l'a délivré.

1970-71-72, ch. 52, art. 20.

Registre

32 Une Administration doit tenir, de la manière approuvée par le ministre, un registre des pilotes brevetés, des apprentis-pilotes et des titulaires de certificats de pilotage.

1970-71-72, ch. 52, art. 21.

Tarifs

Règlements sur les tarifs des droits de pilotage

33 (1) Une Administration doit, avec l'approbation du gouverneur en conseil, fixer, par règlement général, les tarifs des droits de pilotage qui doivent lui être payés; elle peut notamment fixer les tarifs des droits à payer pour :

a) l'annulation d'une demande pour l'obtention des services d'un pilote;

b) le transport d'un pilote sur un navire au-delà de la zone pour laquelle ses services ont été retenus;

- (c) the detention of a pilot on board ship or otherwise;
- (d) travel and other expenses incurred by a pilot that are directly associated with an assignment to pilot a ship;
- (e) the use of a pilot boat;
- (f) the use of telecommunication equipment; and
- (g) the service of a licensed pilot on board ship pursuant to a regulation made under paragraph 20(1)l requiring a licensed pilot to be on board.

Idem

(2) An Authority shall be deemed to have fixed a pilotage charge if it prescribes a manner for determining a pilotage charge.

Requirements to be met by tariffs

(3) The tariffs of pilotage charges prescribed by an Authority under subsection (1) shall be fixed at a level that permits the Authority to operate on a self-sustaining financial basis and shall be fair and reasonable.

R.S., 1985, c. P-14, s. 33; 1998, c. 10, s. 149.

Publication

34 (1) An Authority shall publish in the *Canada Gazette* a copy of each tariff of pilotage charges that it proposes to prescribe pursuant to section 33, and no tariff shall come into force before the expiration of thirty days after that publication.

Notice of objection to Canadian Transportation Agency

(2) Any interested person who has reason to believe that any charge in a proposed tariff of pilotage charges is prejudicial to the public interest, including, without limiting the generality thereof, the public interest that is consistent with the national transportation policy set out in section 5 of the *Canada Transportation Act*, may file a notice of objection setting out the grounds therefor with the Canadian Transportation Agency within thirty days after publication of the proposed tariff in the *Canada Gazette*.

Copies to be filed

(3) On the filing of a notice of objection with the Canadian Transportation Agency, a copy thereof shall be filed with the Authority and the Minister forthwith.

- c) la prolongation du séjour d'un pilote à bord d'un navire ou ailleurs;
- d) les frais de déplacement et autres exposés par un pilote et directement liés à son affectation au pilotage d'un navire;
- e) l'usage d'un bateau-pilote;
- f) l'usage de matériel de télécommunication;
- g) les services d'un pilote breveté à bord d'un navire en application d'un règlement général d'application de l'alinéa 20(1)l exigeant la présence à bord d'un pilote breveté.

Idem

(2) Une Administration est réputée avoir fixé un droit de pilotage si elle en prévoit le mode de détermination.

Qualités essentielles

(3) Les tarifs des droits de pilotage fixés par une Administration en application du paragraphe (1) doivent lui permettre le financement autonome de ses opérations et être équitables et raisonnables.

L.R. (1985), ch. P-14, art. 33; 1998, ch. 10, art. 149.

Publication des projets de tarifs

34 (1) Une Administration doit publier dans la *Gazette du Canada* ses projets de règlements visés à l'article 33 sur les tarifs des droits de pilotage et ces règlements ne peuvent entrer en vigueur avant l'expiration d'un délai de trente jours à partir de la date de publication.

Avis d'opposition à l'Office des transports du Canada

(2) Tout intéressé qui a des raisons de croire qu'un droit figurant dans un projet de tarif des droits de pilotage nuit à l'intérêt public, notamment l'intérêt public qui est compatible avec la politique nationale des transports énoncée à l'article 5 de la *Loi sur les transports au Canada*, peut déposer auprès de l'Office des transports du Canada, dans les trente jours qui suivent la publication du projet de tarif dans la *Gazette du Canada*, un avis d'opposition motivé.

Copies à fournir

(3) Sur dépôt d'un avis d'opposition auprès de l'Office des transports du Canada, une copie doit en être fournie sans délai à l'Administration en cause et au ministre.

Investigation by Canadian Transportation Agency

(4) Where a notice of objection is filed pursuant to subsection (2), the Canadian Transportation Agency shall make such investigation of the proposed charge set out in the notice of objection, including the holding of public hearings, as in its opinion is necessary or desirable in the public interest.

R.S., 1985, c. P-14, s. 34; R.S., 1985, c. 28 (3rd Supp.), ss. 307, 359; 1996, c. 10, s. 251; 1998, c. 10, s. 150.

Recommendation of Agency

35 (1) The Canadian Transportation Agency shall, after making the investigation, including the holding of public hearings, if any, and before the expiration of the period mentioned in subsection (2) or prescribed under subsection (3), make a recommendation to the Authority and the Authority shall govern itself accordingly.

Time for making decisions

(2) The Agency shall make its recommendation in respect of a proposed charge set out in a notice of objection filed under subsection 34(2) as expeditiously as possible, but no later than one hundred and twenty days after receiving the objection, unless a regulation made under subsection (3) provides otherwise or the parties agree to an extension.

Period for specified classes

(3) The Governor in Council may, by regulation, prescribe periods of less than one hundred and twenty days within which the Agency shall make its recommendation in respect of proposed charges set out in notices of objection.

Obligation to reimburse

(4) Where the Agency recommends a charge that is lower than that prescribed by the Authority, the Authority shall reimburse to any person who has paid the prescribed charge the difference between it and the recommended charge, with interest at the rate quoted by banks to the most credit-worthy borrowers for prime business loans, as determined by the Bank of Canada for the day on which the Agency recommends the lower charge.

Subsection 34(1) does not apply

(5) The publication requirements of subsection 34(1) do not apply in respect of pilotage charges fixed pursuant to a recommendation of the Agency.

Copy submitted to Minister

(6) The Agency shall submit a copy of its recommendation to the Minister immediately after it is made.

Enquête par l'Office des transports du Canada

(4) En cas de dépôt d'un avis d'opposition en application du paragraphe (2), l'Office des transports du Canada doit faire, relativement au projet de droit visé par l'opposition, l'enquête qu'il estime nécessaire ou souhaitable dans l'intérêt public, notamment par la tenue d'audiences publiques.

L.R. (1985), ch. P-14, art. 34; L.R. (1985), ch. 28 (3^e suppl.), art. 307 et 359; 1996, ch. 10, art. 251; 1998, ch. 10, art. 150.

Recommandation de l'Office

35 (1) À l'issue de l'enquête et, le cas échéant, des audiences, et avant l'expiration du délai prévu par le paragraphe (2) ou fixé en vertu du paragraphe (3), l'Office des transports du Canada doit faire à ce sujet une recommandation à l'Administration, qui est obligée d'en tenir compte.

Délai

(2) Sauf indication contraire d'un règlement pris en vertu du paragraphe (3) ou accord entre les parties sur une prolongation du délai, l'Office fait une recommandation relativement au projet de droit visé par l'opposition déposée en vertu du paragraphe 34(2) avec toute la diligence possible dans les cent vingt jours suivant réception de celle-ci.

Délai plus court

(3) Le gouverneur en conseil peut, par règlement, imposer à l'Office un délai inférieur à cent vingt jours pour faire une recommandation.

Obligation de remboursement

(4) Si l'Office recommande un droit de pilotage inférieur à celui que l'Administration a fixé, l'Administration est tenue de rembourser aux personnes qui ont payé le droit fixé la différence entre ce droit et celui qu'a recommandé l'Office, le remboursement étant accompagné des intérêts au taux le plus bas auquel les banques accordent des prêts commerciaux à risque minimum aux emprunteurs jouissant du meilleur crédit et qui est fixé par la Banque du Canada pour le jour au cours duquel l'Office recommande un droit de pilotage inférieur.

Non-application du paragraphe 34(1)

(5) Les droits fixés en exécution d'une recommandation de l'Office n'ont pas à être publiés sous forme de projet en conformité avec le paragraphe 34(1).

Copie fournie au ministre

(6) L'Office fournit une copie de la recommandation au ministre immédiatement après l'avoir faite.

Governor in Council may vary or rescind

(7) Section 40 of the *Canada Transportation Act* applies, with such modifications as the circumstances require, in respect of every recommendation of the Agency under subsection (1) as if the recommendation were a decision made pursuant to that Act.

R.S., 1985, c. P-14, s. 35; R.S., 1985, c. 28 (3rd Supp.), s. 359; 1996, c. 10, s. 252; 1998, c. 10, s. 151.

Financial Provisions

No appropriation

36.01 No payment to an Authority may be made under an appropriation by Parliament to enable the Authority to discharge an obligation or liability. This section applies notwithstanding any authority given under any other Act, other than an authority given under the *Emergencies Act* or any other Act in respect of emergencies.

1998, c. 10, s. 152.

Borrowing

36 An Authority may, for the purpose of defraying its expenses, borrow money in Canada or elsewhere in an amount not more than the maximum fixed for the Authority by the Governor in Council.

R.S., 1985, c. P-14, s. 36; 1998, c. 10, s. 153.

Power to invest

37 An Authority may, with the approval of the Minister of Finance, invest in bonds or other obligations of or guaranteed by Her Majesty in right of Canada or any province, or any municipality in Canada, any moneys not immediately required for the purposes of the Authority.

1970-71-72, c. 52, s. 26.

Auditor

38 The Auditor General of Canada is the auditor of each Authority.

1970-71-72, c. 52, s. 27; 1976-77, c. 34, s. 26(F); 1984, c. 31, s. 14.

General

Her Majesty or Authority not liable

39 Her Majesty, or an Authority, is not liable for any damage or loss occasioned by the fault, neglect, want of skill or wilful and wrongful act of a licensed pilot or the holder of a pilotage certificate.

1970-71-72, c. 52, s. 29.

Pouvoir de modification ou d'annulation du gouverneur en conseil

(7) L'article 40 de la *Loi sur les transports au Canada* s'applique, avec les adaptations nécessaires, aux recommandations de l'Office visées au paragraphe (1), comme s'il s'agissait d'une décision rendue en application de cette loi.

L.R. (1985), ch. P-14, art. 35; L.R. (1985), ch. 28 (3^e suppl.), art. 359; 1996, ch. 10, art. 252; 1998, ch. 10, art. 151.

Dispositions financières

Interdiction de crédits

36.01 Par dérogation à toute autre autorisation prévue par un texte de loi, à l'exception de la *Loi sur les mesures d'urgence* ou de toute autre loi en matière de situations d'urgence, il ne peut être accordé à une Administration aucune somme par voie de crédit affecté par le Parlement pour lui permettre d'exécuter ses obligations.

1998, ch. 10, art. 152.

Pouvoir d'emprunt

36 Pour pouvoir acquitter ses frais, une Administration peut contracter des emprunts au Canada ou ailleurs jusqu'à concurrence d'un plafond fixé pour cette Administration par le gouverneur en conseil.

L.R. (1985), ch. P-14, art. 36; 1998, ch. 10, art. 153.

Pouvoir d'investissement

37 Une Administration peut, avec l'approbation du ministre des Finances, placer en obligations émises ou garanties par Sa Majesté du chef du Canada ou d'une province ou par une municipalité canadienne, des fonds dont elle n'a pas un besoin immédiat.

1970-71-72, ch. 52, art. 26.

Vérificateur

38 Le vérificateur général du Canada est le vérificateur de chaque Administration.

1970-71-72, ch. 52, art. 27; 1976-77, ch. 34, art. 26(F); 1984, ch. 31, art. 14.

Dispositions générales

Immunité

39 Les dommages ou pertes résultant de la faute, de la négligence, de l'impéritie ou d'un acte délictueux d'un pilote breveté ou du titulaire d'un certificat de pilotage n'engagent ni la responsabilité de Sa Majesté ni celle d'une Administration.

1970-71-72, ch. 52, art. 29.

Limitation of liability

40 (1) A licensed pilot is not liable in damages in excess of the amount of one thousand dollars for any damage or loss occasioned by his fault, neglect or want of skill.

Idem

(2) Where a body corporate contracts with an Authority pursuant to subsection 15(2) for the services of a licensed pilot, the body corporate is not liable in damages in excess of the amount of one thousand dollars for any damage or loss occasioned by the fault, neglect or want of skill of the pilot.

1970-71-72, c. 52, s. 30.

Employment of pilot does not exempt owner from liability

41 Nothing in this Part exempts the owner or master of any ship from liability for any damage or loss occasioned by the ship to any person or property on the ground that

(a) the ship was under the conduct of a licensed pilot; or

(b) the damage or loss was occasioned by the fault, neglect, want of skill or wilful and wrongful act of a licensed pilot.

R.S., 1985, c. P-14, s. 41; 2001, c. 26, s. 318.

Liability for pilotage charges

42 The owner, master and agent of a ship are jointly and severally liable to pay any pilotage charges.

1970-71-72, c. 52, s. 32.

Pilotage charges payable for leading

43 Where a ship in a compulsory pilotage area having on board a licensed pilot leads any ship subject to compulsory pilotage that does not have a licensed pilot or the holder of a pilotage certificate on board during any period in which the ship so led cannot, by reason of the circumstances existing at the time, be boarded, the ship so led is liable to the Authority for all pilotage charges as if a licensed pilot had been on board and piloted that ship.

1970-71-72, c. 52, s. 33.

Pilotage charge in case of proceeding without a pilot

44 Except where an Authority waives compulsory pilotage, a ship subject to compulsory pilotage that proceeds through a compulsory pilotage area not under the conduct of a licensed pilot or the holder of a pilotage certificate is liable, to the Authority in respect of which the

Limitation de la responsabilité

40 (1) Le montant maximal des dommages-intérêts qu'un pilote breveté est tenu de payer pour les dommages ou pertes causés par sa faute, sa négligence ou son impéritie est de mille dollars.

Idem

(2) Le montant maximal des dommages-intérêts qu'une personne morale qui conclut avec une Administration un contrat de louage de services pour les services d'un pilote breveté en application du paragraphe 15(2) est tenue de payer pour les dommages ou pertes causés par la faute, la négligence ou l'impéritie du pilote est de mille dollars.

1970-71-72, ch. 52, art. 30.

Responsabilité du propriétaire

41 La présente partie n'a pas pour effet d'exonérer le propriétaire ou le capitaine d'un navire de sa responsabilité pour tous dommages ou pertes causés par son navire à une personne ou à des biens du seul fait que :

a) le navire était sous la conduite d'un pilote breveté;

b) les dommages ou pertes résultent de la faute, de la négligence, de l'impéritie ou d'un acte délictueux d'un pilote breveté.

L.R. (1985), ch. P-14, art. 41; 2001, ch. 26, art. 318.

Païement des droits de pilotage

42 Le propriétaire, le capitaine et l'agent d'un navire sont solidairement responsables du paiement des droits de pilotage.

1970-71-72, ch. 52, art. 32.

Droits de pilotage — Navire guidé

43 Lorsqu'un navire se trouvant dans une zone de pilotage obligatoire et ayant à son bord un pilote breveté guide un navire assujéti au pilotage obligatoire qui n'a pas à son bord un pilote breveté ou le titulaire d'un certificat de pilotage pendant toute période durant laquelle il est impossible, en raison des circonstances prévalant à ce moment, de monter à bord du navire guidé, celui-ci est responsable envers l'Administration des droits de pilotage comme si un pilote breveté avait été à son bord et l'avait piloté.

1970-71-72, ch. 52, art. 33.

Marche sans pilote

44 Sauf si une Administration le dispense du pilotage obligatoire, le navire assujéti au pilotage obligatoire qui poursuit sa route dans une zone de pilotage obligatoire sans être sous la conduite d'un pilote breveté ou du titulaire d'un certificat de pilotage est responsable envers

region including that area is set out in the schedule, for all pilotage charges as if the ship had been under the conduct of a licensed pilot.

1970-71-72, c. 52, s. 34.

No clearance if pilotage charges unpaid

45 No customs officer at any port in Canada shall grant a clearance to a ship if the officer is informed by an Authority that pilotage charges in respect of the ship are outstanding and unpaid.

R.S., 1985, c. P-14, s. 45; R.S., 1985, c. 1 (2nd Supp.), s. 213(F).

St. Lambert Lock

Pilotage to and from St. Lambert Lock

46 (1) Notwithstanding the boundaries of the regions set out in the schedule in respect of the Great Lakes Pilotage Authority, and the Laurentian Pilotage Authority and any compulsory pilotage areas established by those Authorities,

(a) a pilot licensed by the Great Lakes Pilotage Authority, may pilot a ship from the wait wall north of St. Lambert Lock into that Lock;

(b) a pilot licensed by the Laurentian Pilotage Authority may pilot a ship from the wait wall south of St. Lambert Lock or from within that Lock into the region set out in respect of the Laurentian Pilotage Authority in the schedule; and

(c) a pilot licensed by the Laurentian Pilotage Authority may pilot a ship either directly or from the wait wall north of St. Lambert Lock into that Lock.

Revenue from St. Lambert Lock

(2) The Governor in Council may make regulations prescribing procedures to ensure the equitable distribution, between the Great Lakes Pilotage Authority, and the Laurentian Pilotage Authority, of the revenue received for pilotage through St. Lambert Lock.

R.S., 1985, c. P-14, s. 46; 1998, c. 10, s. 158.

Offences and Punishment

Proceeding without a pilot

47 Except where an Authority waives compulsory pilotage, the owner, master or person in charge of a ship

l'Administration dont relève cette zone des droits de pilotage comme si le navire avait été sous la conduite d'un pilote breveté.

1970-71-72, ch. 52, art. 34.

Droits impayés

45 Il est interdit à l'agent des douanes qui est de service dans un port canadien de donner congé à un navire s'il est informé par une Administration que des droits de pilotage concernant le navire sont exigibles et impayés.

L.R. (1985), ch. P-14, art. 45; L.R. (1985), ch. 1 (2^e suppl.), art. 213(F).

Écluse de Saint-Lambert

Écluse de Saint-Lambert

46 (1) Malgré les limites des régions décrites à l'annexe pour l'Administration de pilotage des Grands Lacs et l'Administration de pilotage des Laurentides et celles des zones de pilotage obligatoire établies par ces Administrations :

a) un pilote titulaire d'un brevet délivré par l'Administration de pilotage des Grands Lacs peut piloter un navire du mur d'attente à l'extrémité nord de l'écluse de Saint-Lambert jusque dans le bassin de l'écluse;

b) un pilote titulaire d'un brevet délivré par l'Administration de pilotage des Laurentides peut piloter un navire du mur d'attente à l'extrémité sud de l'écluse de Saint-Lambert, ou de l'intérieur du bassin de l'écluse, jusque dans la région décrite à l'annexe pour l'Administration de pilotage des Laurentides;

c) un pilote titulaire d'un brevet délivré par l'Administration de pilotage des Laurentides peut piloter un navire soit directement, soit à partir du mur d'attente à l'extrémité nord de l'écluse de Saint-Lambert jusque dans le bassin de l'écluse.

Recettes provenant de l'écluse de Saint-Lambert

(2) Le gouverneur en conseil peut, par règlement, prévoir des méthodes visant à assurer une répartition équitable des recettes provenant du pilotage dans l'écluse de Saint-Lambert entre l'Administration de pilotage des Grands Lacs et l'Administration de pilotage des Laurentides.

L.R. (1985), ch. P-14, art. 46; 1998, ch. 10, art. 158.

Infractions et peines

Marche sans pilote

47 Sauf si une Administration le dispense du pilotage obligatoire, lorsqu'un navire assujéti au pilotage

subject to compulsory pilotage that proceeds through a compulsory pilotage area not under the conduct of a licensed pilot or the holder of a pilotage certificate is guilty of an offence and liable on summary conviction to a fine not exceeding five thousand dollars.

1970-71-72, c. 52, s. 37.

Contravention of Act or regulations

48 Every person who contravenes or fails to comply with

- (a) any provision of this Part, other than section 15.3,
- (b) any regulation made by the Governor in Council, or
- (c) any regulation of an Authority,

is guilty of an offence and liable on summary conviction to a fine not exceeding five thousand dollars.

R.S., 1985, c. P-14, s. 48; 1998, c. 10, s. 154; 2001, c. 26, s. 318; 2008, c. 21, s. 62(F).

Contravention

48.1 A person who contravenes section 15.3 is guilty of an offence and liable to a fine of not more than \$10,000 for each day on which the offence is committed or continued.

1998, c. 10, s. 155.

To whom fines paid

49 All fines collected pursuant to this Part, other than section 48.1, shall be paid to the Authority concerned.

R.S., 1985, c. P-14, s. 49; 1998, c. 10, s. 156; 2001, c. 26, s. 318.

Limitation period

50 Any proceedings may be instituted at any time within, but not later than,

- (a) two years, in respect of an offence under section 47, or
- (b) six months, in respect of any other offence under this Part,

after the time when the subject-matter of the proceedings arose.

R.S., 1985, c. P-14, s. 50; 2001, c. 26, s. 318.

Venue

51 Where any person is charged with an offence under this Part, any court in Canada that would have had cognizance of the offence if it had been committed by a

obligatoire poursuit sa route dans une zone de pilotage obligatoire sans être sous la conduite d'un pilote breveté ou du titulaire d'un certificat de pilotage, le propriétaire du navire, son capitaine ou la personne qui en est responsable commet une infraction et encourt, sur déclaration de culpabilité par procédure sommaire, une amende maximale de cinq mille dollars.

1970-71-72, ch. 52, art. 37.

Contravention à la loi ou aux règlements

48 Commet une infraction et encourt, sur déclaration de culpabilité par procédure sommaire, une amende maximale de cinq mille dollars quiconque contrevient ou ne se conforme pas :

- a) à une disposition de la présente partie autre que l'article 15.3;
- b) à un règlement du gouverneur en conseil;
- c) à un règlement général d'une Administration.

L.R. (1985), ch. P-14, art. 48; 1998, ch. 10, art. 154; 2001, ch. 26, art. 318; 2008, ch. 21, art. 62(F).

Contravention

48.1 La personne qui contrevient à l'article 15.3 est coupable d'une infraction et passible d'une amende maximale de 10 000 \$ par jour au cours duquel se commet ou se poursuit l'infraction.

1998, ch. 10, art. 155.

Versement des amendes

49 À l'exception des amendes infligées pour infraction à l'article 48.1, les amendes perçues en application de la présente partie sont versées à l'Administration intéressée.

L.R. (1985), ch. P-14, art. 49; 1998, ch. 10, art. 156; 2001, ch. 26, art. 318.

Prescription

50 Les poursuites visant une infraction à la présente partie se prescrivent :

- a) par deux ans à compter de sa perpétration, dans le cas d'une infraction à l'article 47;
- b) par six mois à compter de sa perpétration, dans le cas d'une autre infraction à la présente partie.

L.R. (1985), ch. P-14, art. 50; 2001, ch. 26, art. 318.

Tribunal compétent

51 Dans les poursuites pour infraction à la présente partie, tout tribunal au Canada qui aurait eu compétence pour juger l'infraction si elle avait été commise dans son

person within the limits of its ordinary jurisdiction has jurisdiction to try the offence as if it had been so committed.

R.S., 1985, c. P-14, s. 51; 2001, c. 26, s. 318.

Regulations

Regulations

52 The Governor in Council may make regulations

(a) prescribing for any region or part thereof the minimum qualifications respecting navigational certificates, experience at sea and health that an applicant for a licence or pilotage certificate shall meet before it is issued to the applicant;

(b) respecting the medical examinations that a licensed pilot or holder of a pilotage certificate shall undergo from time to time to determine whether that pilot or holder meets the qualifications respecting health prescribed under paragraph (a);

(c) prescribing the intervals at which the medical examinations required by paragraph (b) shall be held, which intervals shall be not less than once every three years;

(d) prescribing the forms of licences and pilotage certificates;

(e) prescribing rules of procedure regarding the holding of hearings by an Authority; and

(f) establishing compulsory pilotage areas where an Authority fails to do so and the Governor in Council considers it necessary.

R.S., 1985, c. P-14, s. 52; R.S., 1985, c. 31 (1st Supp.), s. 86.

Report to Parliament

Review and report by Authorities

53 (1) The Minister shall, in consultation with each Authority, its users and other persons affected, at the latest one year after the coming into force of this section, review the pilot certification process for masters and officers, training and licensing requirements for pilots, compulsory pilotage area designations, dispute resolution mechanisms and the measures taken in respect of financial self-sufficiency and cost reduction, and prepare a report of the findings.

ressort a compétence pour juger l'infraction comme si elle avait été ainsi commise.

L.R. (1985), ch. P-14, art. 51; 2001, ch. 26, art. 318.

Règlements

Règlements

52 Le gouverneur en conseil peut, par règlement :

a) fixer, pour toute région ou partie de région, les conditions minimales que doit remplir un demandeur quant aux certificats de navigation, aux états de service en mer et à l'état de santé, avant de pouvoir obtenir un brevet ou un certificat de pilotage;

b) prévoir les examens médicaux auxquels doit périodiquement se soumettre un pilote breveté ou le titulaire d'un certificat de pilotage pour déterminer s'il satisfait aux conditions de santé fixées en application de l'alinéa a);

c) déterminer à quels intervalles auront lieu les examens médicaux exigés par l'alinéa b), ces examens devant avoir lieu au moins une fois tous les trois ans;

d) établir le libellé des brevets et certificats de pilotage;

e) prévoir des règles de procédure relatives à la tenue des audiences d'une Administration;

f) prévoir l'établissement de zones de pilotage obligatoire en cas d'abstention d'une Administration alors qu'il estime cette mesure nécessaire.

L.R. (1985), ch. P-14, art. 52; L.R. (1985), ch. 31 (1^{er} suppl.), art. 86.

Rapport au Parlement

Études et rapport des Administrations

53 (1) Le ministre, après avoir consulté chaque Administration, ses utilisateurs ainsi que toutes les personnes qui sont touchées par son fonctionnement, est tenu de revoir les conditions à remplir pour que les capitaines et officiers puissent devenir titulaires d'un certificat de pilotage, la formation des pilotes, les normes de compétence fixées à leur égard, l'attribution des licences de pilotes, les zones de pilotage obligatoire, les mécanismes de règlement des différends et les mesures prises en matière d'autonomie financière et de réduction des coûts et d'établir un rapport de ses conclusions, au plus tard un an après l'entrée en vigueur du présent article.

Tabling of report

(2) The Minister shall have a copy of each report laid before each House of Parliament on any of the first thirty days on which that House is sitting after the Minister prepares it.

1998, c. 10, s. 157.

PART 2

Lower St. Lawrence Pilots' Pensions

Interpretation

Definitions

54 The definitions in this section apply in this Part.

Authority means the Laurentian Pilotage Authority. (*Administration*)

CPBSL means the Corporation of the Lower St. Lawrence Pilots established by letters patent under Part II of the *Canada Corporations Act*, chapter 53 of the Revised Statutes of Canada, 1952, as amended by chapter 52 of the Statutes of Canada, 1964-65, a body corporate contracting with the Authority for the services of pilots under this Act, or any successor of the Corporation that carries on similar functions. (*CPBSL*)

CPHQ means the Corporation of Pilots for and below the Harbour of Quebec, established by chapter 123 of the Statutes of the Province of Canada, 1860 (23 Vict., c. 123). (*CPHQ*)

eligible pilot means a person

(a) who became a member of the CPHQ and was licensed by the Authority as a pilot before 1994; or

(b) who, on December 31, 1993, was an apprentice pilot and who, during 1994, became a member of the CPHQ and was licensed by the Authority as a pilot. (*pilote admissible*)

fund means the fund established by chapter 12 of the Statutes of the Province of Lower Canada, 1805 (45 George III, c. 12) and continued by chapter 114 of the Statutes of the Province of Canada, 1848-49 (12 Vict., c. 114), as amended. (*Fonds*)

pension plan means the plan established by the CPHQ for the administration of the fund. (*régime de pension*)

Dépôt au Parlement

(2) Dans les trente jours de séance de chaque chambre du Parlement suivant l'établissement du rapport, le ministre le fait déposer devant elle.

1998, ch. 10, art. 157.

PARTIE 2

Régime de pension des pilotes du Bas Saint-Laurent

Définitions et interprétation

Définitions

54 Les définitions qui suivent s'appliquent à la présente partie.

Administration L'Administration de pilotage des Laurentides. (*Authority*)

CPBSL La Corporation des Pilotes du Bas Saint-Laurent, constituée par lettres patentes sous le régime de la partie II de la *Loi sur les corporations canadiennes*, chapitre 53 des Statuts révisés du Canada (1952), modifiée par le chapitre 52 des Statuts du Canada (1964-65), laquelle est une personne morale habilitée à conclure avec l'Administration, conformément à la présente loi, des contrats pour les services de pilotes brevetés. La présente définition vise également tout successeur de la corporation qui exerce des fonctions similaires. (*CPBSL*)

CPHQ La Corporation des pilotes du Havre de Québec et au-dessous, constituée en vertu du chapitre 123 des Statuts de la province du Canada, 1860 (23 Vict., ch. 123). (*CPHQ*)

Fonds La caisse créée par le chapitre 12 des Statuts de la Province du Bas-Canada, 1805 (45 George III, ch. 12) et maintenue par le chapitre 114 des Statuts de la province du Canada, 1848-49 (12 Vict., ch. 114), compte tenu de leurs modifications successives. (*fund*)

pilote admissible Personne qui :

a) soit est devenue, avant 1994, membre de la CPHQ et titulaire d'un brevet de pilote délivré par l'Administration;

b) soit était, au 31 décembre 1993, apprenti-pilote et, au cours de 1994, est devenue membre de la CPHQ et titulaire d'un brevet de pilote délivré par l'Administration. (*eligible pilot*)

Société means the general partnership composed of the members of the CPBSL and called Les Pilotes du Bas Saint-Laurent, or its successor, and includes any predecessor of the Société that carried on similar functions on behalf of those members. (*Société*)

2001, c. 26, s. 317.

Part 19 of the *Canada Not-for-profit Corporations Act*

55 (1) The CPHQ is deemed to be a corporation to which Part 19 of the *Canada Not-for-profit Corporations Act* applies.

Management of fund

(2) Notwithstanding the provisions of any Act relating to the CPHQ, the CPHQ has, and is deemed to have had at all times, the powers necessary for the administration of the pension plan on behalf of the CPBSL, including the power to

- (a)** determine and receive the amounts payable into the fund by the CPBSL for the purpose of sustaining the fund;
- (b)** manage and invest moneys paid into the fund;
- (c)** determine the persons eligible to receive benefits from the fund, the amount they are to receive as benefits, when the payments of the benefits are to commence and the frequency of the payments; and
- (d)** pay from the fund the benefits so determined and any amounts required for the management of the fund.

2001, c. 26, s. 317; 2009, c. 23, s. 335.

Pension Benefits Standards Act, 1985

Application of Act

56 The *Pension Benefits Standards Act, 1985* applies in respect of the pension plan and, for that purpose, the CPBSL is deemed to be the employer of eligible pilots and the administrator of the plan, and eligible pilots are deemed to be employees of the CPBSL.

2001, c. 26, s. 317.

régime de pension Le régime établi par la CPHQ pour l'administration du Fonds. (*pension plan*)

Société La société en nom collectif formée des membres de la CPBSL sous le nom Les Pilotes du Bas Saint-Laurent, ou son successeur. La présente définition vise également tout prédécesseur de la Société qui a exercé des fonctions similaires au nom de ces membres. (*Société*)

2001, ch. 26, art. 317.

Partie 19 de la *Loi canadienne sur les organisations à but non lucratif*

55 (1) La CPHQ est réputée être une corporation régie par la partie 19 de la *Loi canadienne sur les organisations à but non lucratif*.

Pouvoirs

(2) La CPHQ est réputée avoir toujours eu les pouvoirs nécessaires à la gestion du régime de pension au nom de la CPBSL; elle peut notamment, malgré toute autre loi qui lui est applicable :

- a)** déterminer et recevoir les sommes payables pour assurer le maintien du Fonds;
- b)** gérer et investir les sommes versées au Fonds;
- c)** déterminer quelles sont les personnes admissibles à recevoir des prestations de même que le montant, la date du premier versement et la périodicité de ces prestations;
- d)** prélever sur le Fonds les sommes nécessaires à la gestion de celui-ci et au paiement des prestations.

2001, ch. 26, art. 317; 2009, ch. 23, art. 335.

Application de la Loi de 1985 sur les normes de prestation de pension

Application

56 La *Loi de 1985 sur les normes de prestation de pension* s'applique au régime de pension; à cette fin, la CPBSL est réputée être l'employeur des pilotes admissibles et l'administrateur du régime, et les pilotes admissibles sont réputés être ses employés.

2001, ch. 26, art. 317.

Income Tax Act

Status of CPHQ

57 For the purposes of paragraph 149(1)(o.1) of the *Income Tax Act*, the CPHQ is deemed to have been incorporated solely for the administration of a registered pension plan within the meaning of that Act and to have operated at all times solely for that purpose.

2001, c. 26, s. 317.

Taxation of pension contributions

58 For any taxation year in respect of which the pension plan is a registered pension plan for the purposes of the *Income Tax Act*, sums paid into the fund by the CPBSL shall not be included in the income of an eligible pilot or in the income of the Société for the purposes of that Act.

2001, c. 26, s. 317.

Provisions re registered pension plans

59 (1) For the purposes of the provisions of the *Income Tax Act* and the *Income Tax Regulations* that relate to registered pension plans,

(a) the CPBSL is deemed to have been the employer of an eligible pilot and an eligible pilot is deemed to have been an employee of the CPBSL throughout any period, either before or after the coming into force of this Part, during which the eligible pilot was a member of the CPBSL and held a pilot's licence from the Authority, whether suspended or not, or served as an apprentice pilot to obtain a pilot's licence for District No. 2 designated by the Authority;

(b) an eligible pilot is deemed to have been employed and to have rendered services on a full-time basis throughout any year if the number of pilotage tours credited to the pilot for the year is not less than 90 % of the average number of tours for pilots in the year, determined by the Société on the basis of the total number of paid tours for pilots in the year, and is otherwise deemed to have been employed and to have been rendering services on a part-time basis throughout the year, with the proportion of full-time service being determined as the proportion of the number of tours so credited to the average number of tours for pilots;

(c) any period authorized by the CPBSL during which an eligible pilot was not available to perform services as a pilot, otherwise than by reason of illness or disability for more than 12 months, is deemed to be a period throughout which the pilot did not render services to the CPBSL by reason of leave of absence;

Application de la Loi de l'impôt sur le revenu

CPHQ

57 Pour l'application de l'alinéa 149(1)o.1) de la *Loi de l'impôt sur le revenu*, la CPHQ est réputée avoir été constituée en personne morale uniquement en vue de la gestion d'un régime de pension agréé au sens de cette loi et avoir toujours exercé ses activités à cette seule fin.

2001, ch. 26, art. 317.

Exclusion

58 Pour l'application de la *Loi de l'impôt sur le revenu*, les sommes versées au Fonds par la CPBSL, pour toute année d'imposition pendant laquelle le régime de pension est agréé au sens de cette loi, ne font pas partie du revenu des pilotes admissibles ou de la Société.

2001, ch. 26, art. 317.

Présomption

59 (1) Pour l'application des dispositions de la *Loi de l'impôt sur le revenu* et du *Règlement de l'impôt sur le revenu* relatives aux régimes de pension agréés :

a) la CPBSL est réputée avoir été l'employeur d'un pilote admissible et celui-ci son employé pendant toute période — antérieure ou postérieure à l'entrée en vigueur de la présente partie — où ce pilote était membre de la CPBSL et titulaire d'un brevet de pilote délivré par l'Administration, y compris toute éventuelle période de suspension, ou pendant laquelle il était apprenti-pilote dans la circonscription n° 2 délimitée par l'Administration;

b) un pilote admissible est réputé avoir été employé et avoir fourni ses services à temps plein pendant toute l'année pour laquelle le nombre de tours de pilotage qui est porté à son crédit est au moins égal à 90 pour 100 de la moyenne du nombre de tours établie, pour cette période, par la Société, en fonction du nombre total de tours payés; dans tous les autres cas, il est réputé avoir été employé et avoir fourni ses services à temps partiel pendant toute cette période, la proportionnalité de ses services à l'égard des services à temps plein étant celle qui existe entre le nombre de tours de pilotage porté à son crédit et la moyenne du nombre de tours;

c) toute période autorisée par la CPBSL pendant laquelle un pilote admissible n'était pas disponible pour exercer ses fonctions dans le cadre de son emploi, sauf pour cause de maladie ou d'invalidité d'une durée de plus de 12 mois, est réputée être une période pendant

(d) the period of employment of an eligible pilot by the CPBSL includes any period before 1994 during which the pilot

(i) was enrolled at the Institut de Marine de Rimouski or any other educational institution accredited by the Authority, or

(ii) served as an officer of a ship,

to the extent that the period was credited under the pension plan before 1994;

(e) the fees paid to an eligible pilot by the Société, either before or after the coming into force of this Part, are deemed to have been paid by the CPBSL and to be remuneration of the eligible pilot and, for the purposes of section 147.1 of the *Income Tax Act*, to be part of the pilot's compensation;

(f) any amount paid to the fund by the CPBSL is deemed to be a contribution made by the CPBSL and not by an eligible pilot;

(g) the pension plan is deemed to be a grandfathered plan;

(h) for the purposes of paragraph 8503(3)(e) and subsection 8509(3) of the *Income Tax Regulations*, all benefits provided under the pension plan in respect of periods before 1992 are deemed to be acceptable to the Minister of National Revenue to the extent that

(i) the periods were credited under the pension plan before 1994, and

(ii) the benefits could have been provided under the terms of the pension plan as they read at the end of 1993;

(i) subsection 8504(6) of the *Income Tax Regulations* does not apply in respect of benefits credited under the pension plan before 1994;

(j) the past service pension adjustment (PSPA) of an eligible pilot with respect to the CPBSL for the year in which this Part comes into force shall be determined as if the eligible pilot's provisional PSPA with respect to the CPBSL that is associated with the registration of the pension plan under section 147.1 of the *Income Tax Act* were nil, to the extent that the provisional PSPA relates to benefits provided under the pension plan in respect of years after 1993;

(k) for each particular year that is after 1993 and before 1998,

laquelle le pilote n'a pas fourni ses services à la CPBSL en raison d'un congé;

d) constitue une période d'emploi d'un pilote admissible, dans la mesure où elle a été portée à son crédit au titre du régime de pension avant 1994, toute période antérieure à 1994 :

(i) soit pendant laquelle il était inscrit à l'Institut de Marine de Rimouski ou tout autre établissement d'enseignement agréé par l'Administration,

(ii) soit pendant laquelle il a navigué sur un navire à titre d'officier;

e) les frais de pilotage qui, avant ou après l'entrée en vigueur de la présente partie, sont versés à un pilote admissible par la Société sont réputés l'avoir été par la CPBSL et constituer la rémunération de celui-ci et, pour l'application de l'article 147.1 de la *Loi de l'impôt sur le revenu*, faire partie de sa rétribution;

f) les montants versés au Fonds par la CPBSL sont réputés être des cotisations versées par celle-ci et non par un pilote admissible;

g) le régime de pension est réputé être un régime exclu;

h) pour l'application de l'alinéa 8503(3)e) et du paragraphe 8509(3) du *Règlement de l'impôt sur le revenu*, toutes les prestations prévues par le régime de pension pour les périodes antérieures à 1992 sont réputées être acceptables pour le ministre du Revenu national dans la mesure où les conditions suivantes sont réunies :

(i) ces périodes ont été créditées avant 1994 en vertu du régime de pension,

(ii) les prestations auraient pu être prévues aux termes du texte du régime de pension dans sa version à la fin de l'année 1993;

i) le paragraphe 8504(6) du *Règlement de l'impôt sur le revenu* ne s'applique pas aux prestations créditées avant 1994 en vertu du régime de pension;

j) le facteur d'équivalence pour services passés (FESP) d'un pilote admissible à titre d'employé de la CPBSL pour l'année au cours de laquelle la présente partie entre en vigueur est déterminé comme si son FESP provisoire à titre d'employé de la CPBSL rattaché à l'agrément du régime de pension en vertu de l'article 147.1 de la *Loi de l'impôt sur le revenu* était égal à zéro, dans la mesure où ce FESP provisoire a trait aux prestations prévues par le régime de pension pour des années postérieures à 1993;

(i) the pension adjustment of an eligible pilot with respect to the CPBSL shall be determined as if the pension plan had been a registered pension plan in that particular year and as if all benefits provided to the pilot for that particular year had accrued on a current-service basis, and

(ii) information returns reporting the pension adjustment so determined must have been filed, not later than September 9, 1998, with the Minister of National Revenue in the form and manner authorized by that Minister;

(l) if the pension plan is registered under section 147.1 of the *Income Tax Act* within 120 days, or any longer period that is acceptable to the Minister of National Revenue, after June 11, 1998, the assets of the fund are deemed to have been transferred to the fund from a registered pension plan;

(m) the CPHQ shall assume the obligations of the employer under Part LXXXIV of the *Income Tax Regulations* with respect to eligible pilots; and

(n) the requirement of certification under paragraph 147.1(10)(a) of the *Income Tax Act* does not apply in relation to benefits provided under the pension plan before 1994 in respect of the years 1990, 1991, 1992 and 1993.

Additional benefits

(2) For greater certainty, paragraph (1)(h) does not apply so as to prevent additional benefits from being provided, by way of an amendment to the pension plan after 1993, in respect of the periods referred to in subparagraph (1)(h)(i).

Part X.1 tax

(3) For the purposes of Part X.1 of the *Income Tax Act*, the cumulative excess amount of an eligible pilot in respect of registered retirement savings plans at any time before July, 1998 shall be determined as if each of the following amounts were nil:

(a) any pension adjustment of the pilot referred to in paragraph (1)(k); and

(b) the pilot's provisional PSPA, within the meaning of the *Income Tax Regulations*, with respect to the CPBSL that is associated with the registration of the

k) pour toute année postérieure à 1993 et antérieure à 1998 :

(i) le facteur d'équivalence d'un pilote admissible à titre d'employé de la CPBSL est déterminé comme si le régime de pension avait été, pendant l'année en question, un régime de pension agréé et que toutes les prestations prévues pour le pilote au cours de cette année avaient été acquises sur une base de service courant,

(ii) les déclarations de renseignements indiquant le facteur d'équivalence ainsi déterminé doivent avoir été déposées au plus tard le 9 septembre 1998, auprès du ministre du Revenu national sur un formulaire et selon les modalités autorisés par celui-ci;

l) si le régime de pension est, au plus tard 120 jours — ou toute période plus longue jugée acceptable par le ministre du Revenu national — après le 11 juin 1998, agréé conformément à l'article 147.1 de la *Loi de l'impôt sur le revenu*, les sommes versées au Fonds sont réputées lui avoir été transférées d'un régime de pension agréé;

m) la CPHQ assume les obligations de l'employeur prévues à la partie LXXXIV du *Règlement de l'impôt sur le revenu* à l'égard des pilotes admissibles;

n) l'attestation prévue à l'alinéa 147.1(10)a) de la *Loi de l'impôt sur le revenu* n'est pas nécessaire dans le cas des prestations prévues par le régime de pension avant 1994 à l'égard des années 1990, 1991, 1992 et 1993.

Prestations supplémentaires

(2) Il est entendu que l'alinéa (1)h) n'a pas pour effet d'empêcher que des prestations supplémentaires soient prévues au moyen d'une modification apportée au régime de pension après 1993 relativement aux périodes mentionnées au sous-alinéa (1)h)(i).

Partie X.1 de la Loi de l'impôt sur le revenu

(3) Pour l'application de la partie X.1 de la *Loi de l'impôt sur le revenu*, l'excédent cumulatif d'un pilote admissible au titre des régimes enregistrés d'épargne-retraite à une date antérieure à juillet 1998 est calculé comme si chacun des montants suivants était égal à zéro :

a) le facteur d'équivalence du pilote visé à l'alinéa (1)k);

b) le FESP provisoire du pilote visé, au sens du *Règlement de l'impôt sur le revenu*, à titre d'employé de la CPBSL et rattaché à l'agrément du régime de pension

pension plan under section 147.1 of the *Income Tax Act*.

2001, c. 26, s. 317.

Regulations

Regulations

60 The Governor in Council, on the recommendation of the Minister of Finance, may make regulations for carrying out the purposes and provisions of this Part.

2001, c. 26, s. 317.

en vertu de l'article 147.1 de la *Loi de l'impôt sur le revenu*.

2001, ch. 26, art. 317.

Règlements

Règlements

60 Le gouverneur en conseil peut, sur recommandation du ministre des Finances, prendre des règlements d'application de la présente partie.

2001, ch. 26, art. 317.

SCHEDULE

(Section 3)

Name: *Atlantic Pilotage Authority*
Head Office: Halifax, Nova Scotia
Region: All Canadian waters in and around the Provinces of Nova Scotia, New Brunswick, Prince Edward Island and Newfoundland and Labrador, including the waters of Chaleur Bay in the Province of Quebec, south of Cap d'Espoir in latitude 48 degrees 25 minutes 08 seconds N., longitude 64 degrees 19 minutes 06 seconds W.

Name: *Laurentian Pilotage Authority*
Head Office: Montreal, Quebec
Region: All Canadian waters in and around the Province of Quebec, north of the northern entrance to St. Lambert Lock, except the waters of Chaleur Bay, south of Cap d'Espoir in latitude 48 degrees 25 minutes 08 seconds N., longitude 64 degrees 19 minutes 06 seconds W.

Name: *Great Lakes Pilotage Authority*
Head Office: Cornwall, Ontario
Region: All Canadian waters in the Province of Quebec, south of the northern entrance to St. Lambert Lock.
All Canadian waters in and around the Provinces of Ontario and Manitoba.

Name: *Pacific Pilotage Authority*
Head Office: Vancouver, British Columbia
Region: All Canadian waters in and around the Province of British Columbia.

R.S., 1985, c. P-14, Sch.; 1998, c. 10, s. 158; 1999, c. 31, s. 176(E); 2015, c. 3, s. 172.

ANNEXE

(article 3)

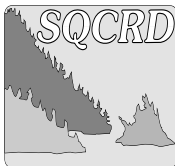
Nom: *Administration de pilotage de l'Atlantique*
Siège: Halifax (Nouvelle-Écosse)
Région: Toutes les eaux canadiennes sises dans les provinces de la Nouvelle-Écosse, du Nouveau-Brunswick, de l'Île-du-Prince-Édouard et de Terre-Neuve-et-Labrador et eaux limitrophes, y compris les eaux de la Baie des Chaleurs dans la province de Québec, au sud du Cap d'Espoir par 48 degrés 25 minutes 08 secondes de latitude nord et 64 degrés 19 minutes 06 secondes de longitude ouest.

Nom: *Administration de pilotage des Laurentides*
Siège: Montréal (Québec)
Région: Toutes les eaux canadiennes sises dans la province de Québec et eaux limitrophes, au nord de l'entrée septentrionale de l'écluse de Saint-Lambert, à l'exception des eaux de la Baie des Chaleurs, au sud du Cap d'Espoir par 48 degrés 25 minutes 08 secondes de latitude nord et 64 degrés 19 minutes 06 secondes de longitude ouest.

Nom: *Administration de pilotage des Grands Lacs*
Siège: Cornwall (Ontario)
Région: Toutes les eaux canadiennes de la province de Québec, au sud de l'entrée septentrionale de l'écluse de Saint-Lambert.
Toutes les eaux canadiennes des provinces d'Ontario et du Manitoba et eaux limitrophes.

Nom: *Administration de pilotage du Pacifique*
Siège: Vancouver (Colombie-Britannique)
Région: Toutes les eaux canadiennes sises dans la province de la Colombie-Britannique et eaux limitrophes.

L.R. (1985), ch. P-14, ann.; 1998, ch. 10, art. 158; 1999, ch. 31, art. 176(A); 2015, ch. 3, art. 172.



STAFF MEMORANDUM

DATE: January 26, 2018
TO: D. Chapman, Chief Administrative Officer
FROM: D. Fish, Corporate Officer
SUBJECT: 2017 Grant Writing Activities

PURPOSE:

The purpose of this memorandum is to provide statistical information to the Board of the North Coast Regional District (NCRD) pertaining to the NCRD's 2017 grant writing activities.

BACKGROUND:

In January 2017, the NCRD submitted an application to Northern Development Initiative Trust's Grant Writing Support program which provides annual grant funding to support a grant writing position at the NCRD. The program provides up to \$8,000 or 76% of eligible grant writer wages in a calendar year.

At that same time, it was decided that grant writing activities would be split between two grant writers servicing the mainland and island portions of the NCRD separately.

DISCUSSION:

In 2017, a service contract for a grant writing position was reached in April, with confirmation of support funding from Northern Development Initiative Trust's (NDIT) Grant Writing Support program being received in March. Services provided by the Misty Islands Economic Development Society (MIEDS) began in June 2017, following the hire of its grant writer.

Throughout 2017, the grant writers provided support in completing all NCRD grant funding applications, as well as support to a number of other NCRD affiliated organizations in their grant funding initiatives.

A summary of 2017 grant writing activities have been summarized below:

Project	Agency	Funding Agency	Total Project Value	Funding Request	Funding Awarded
Economic Development Capacity Building	NCRD	NDIT	\$50,000	\$50,000	\$50,000
Tourism Marketing	HG Community Futures	HG Community Futures	\$40,000	\$5,000	Pending
NCRD Rebranding	NCRD	NDIT	\$20,000	\$20,000	\$20,000
Soccer bleacher upgrades	NCRD	Farm Credit Canada	\$14,200	\$14,200	Declined
Wellness Pole Project	Xaa Daga Dlaang Society	Gwaii Trust	\$230,000	\$10,000	\$10,000
Recycling Depot Asset Management	NCRD	UBCM	\$1,803,410	\$1,760,491	Pending
Business Façade	NCRD	NDIT	\$10,000	\$10,000	\$10,000
Prince Rupert Public Library Infrastructure	PR Library	Government of Canada	\$500,000	\$500,000	Pending
			\$2,667,610.00	\$2,369,691.00	\$90,000.00

Further to those projects listed above, in 2017, the grant writers made contact with the following grant-in-aid recipients to inquire into their funding assistance needs and potential grant opportunities related to those needs:

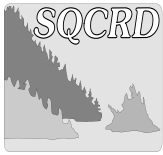
- North Coast Transition Society;
- Prince Rupert Library;
- Port Edward Historical Society;
- Prince Rupert & Regional Archives;
- Haida Gwaii Arts Council;
- Delkatla Sanctuary Society;
- Tow Hill Community Association;
- Sandspit Community Club; and
- Mount Moresby Adventure Camp.

FINANCIAL CONSIDERATION:

In 2017, fees paid to the grant writers totaled \$7,987.50, with an anticipated \$6,070.50 recovered through NDIT's grant writing support program. In 2017, the total cost to hire grant writers for the NCRD was \$1,917.00.

CONCLUSION:

Staff have prepared and submitted a 2018 grant writing support application to NDIT to support grant writing activities into 2018. It is anticipated that a similar structure will be used in having a separate grant writer to serve the mainland and Haida Gwaii portions of the NCRD.



STAFF REPORT

DATE: January 26, 2018

TO: Haida Gwaii Regional Recreation Commission

FROM: D. Lomax, Haida Gwaii Regional Recreation Coordinator

SUBJECT: Haida Gwaii Regional Recreation: 2017 4th Quarter Reporting

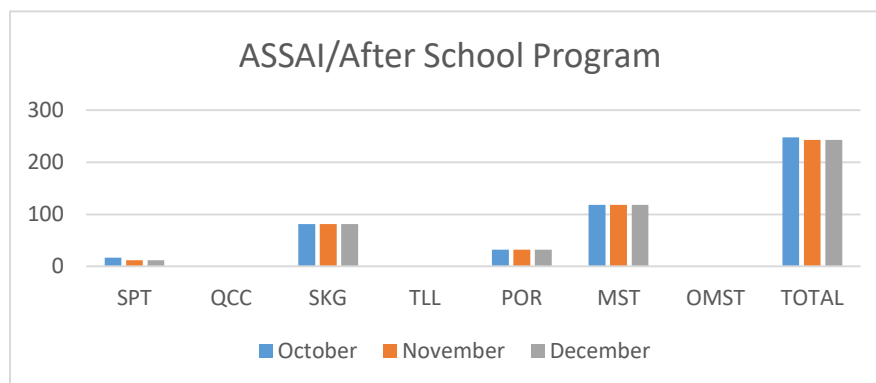
BACKGROUND:

Throughout October to December 2017 (Q4 2017), Haida Gwaii Regional Recreation (HGR) offered support for programs in varying degrees of capacity, which included the operation of registered HGR programs; coordination and support for drop-in sports programs; and participation and support for community events across Haida Gwaii. These programs are categorized as being either: ran/led; cooperative/partnership; or supporting.

DISCUSSION:

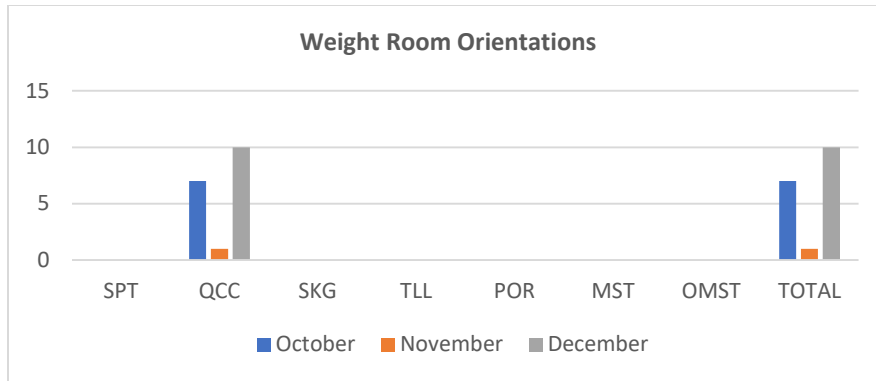
After School Sport and Art Initiative (ASSAI) (Ran/Led Program)

In September 2016, the Haida Gwaii ASSAI program began its 8th year of programming on Haida Gwaii. The ASSAI program offers a wide variety of free sport, art and cultural programs across the islands to youth ages 5-18. Please note, Old Masset/Masset and Skidegate/Queen Charlotte numbers are combined.



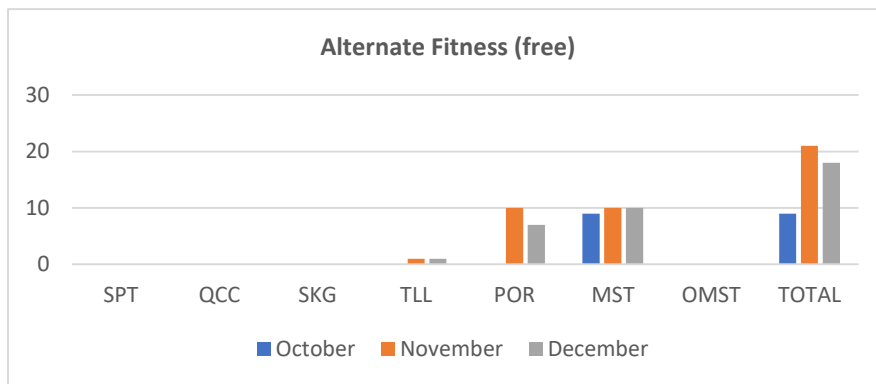
Weight Room Orientations-Port Clements and Queen Charlotte (Ran/Led Program)

Throughout Q4 2017, HGR held a total of 4 weight room orientation sessions, 3 in QC and 1 in Port Clements with a total of 18 participants.



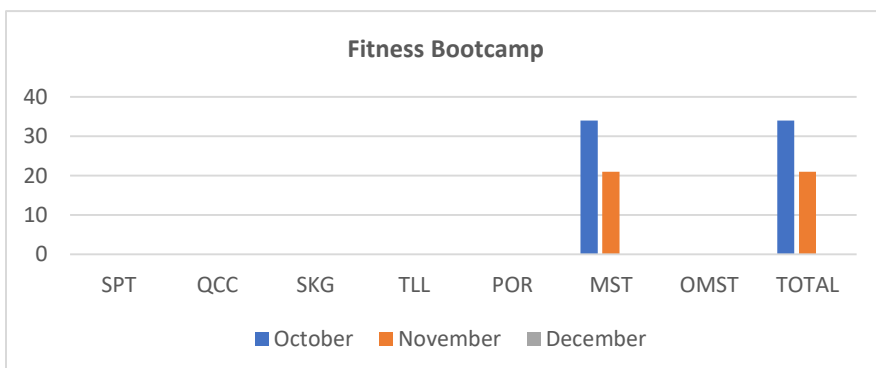
Alternate Fitness-Masset and Port Clements (Ran/Led Program)

Alternate Fitness, held in Masset, runs every Tuesday and Thursday and runs in Port Clements every Tuesday. The class had a total of 48 participants between both programs.



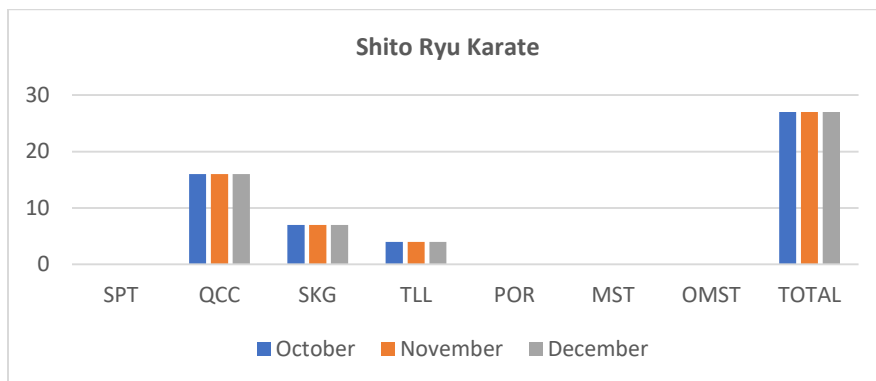
Fitness Bootcamp-Masset (Ran/Led Program)

The Fitness Bootcamp provides a mixture of exercises and cardiovascular training designed to work the heart and lungs and give almost every muscle in the body a workout. This class is suitable for novice exercisers and fitness enthusiasts alike, because individuals are allowed to work at their own personal level and intensity. The Fitness Bootcamp runs 3 classes every Monday, Wednesday and Friday and had a total of 55 participants for the months of October and November. Classes were cancelled for the month of December.



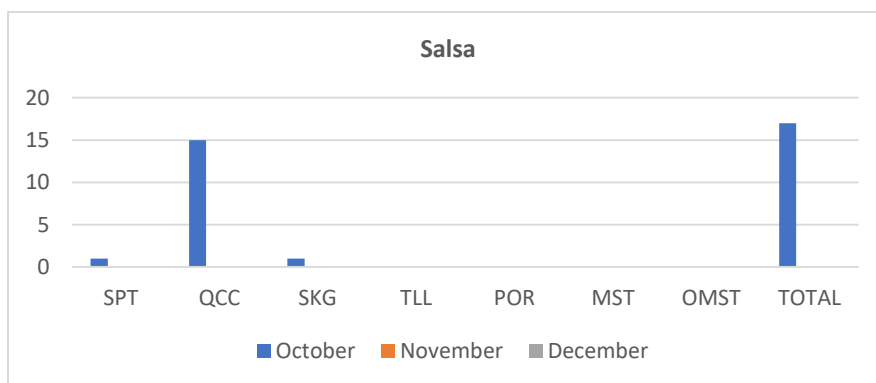
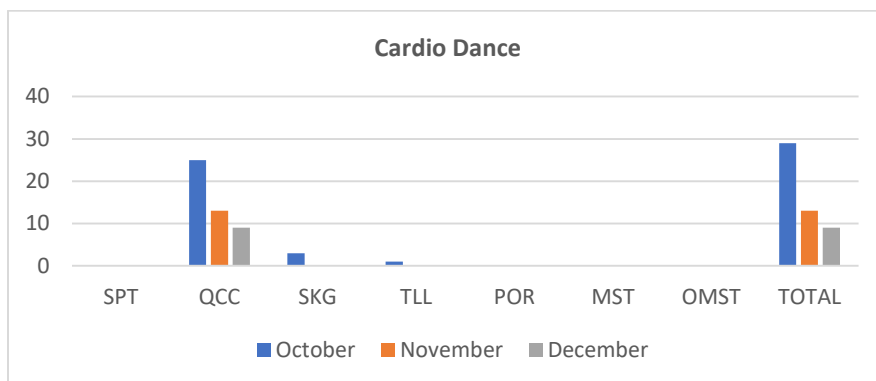
Shito Ryu Karate-Skidegate (Ran/Led Program)

Shito Ryu Adult and Youth Karate Sensei, Deavlan Bradley, has kick started this program at Queen Charlotte Secondary School, which runs for its 6th consecutive year, twice-weekly. Shito Ryu Karate is attended by youth and adults ages 7-57. October saw a total of 81 participants (the same 27 participants each month) all ranging from Queen Charlotte to Tlell.



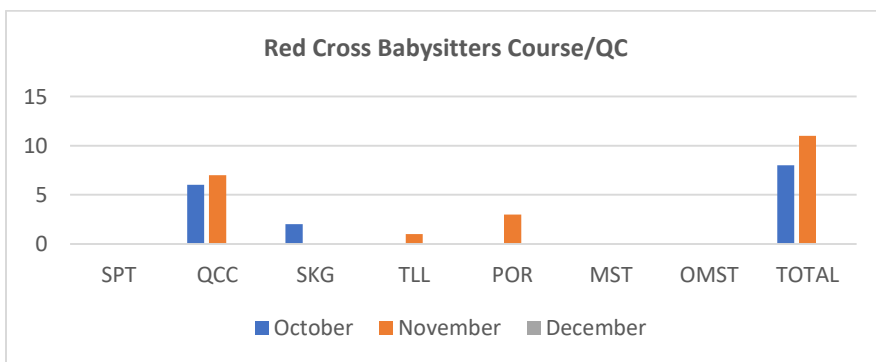
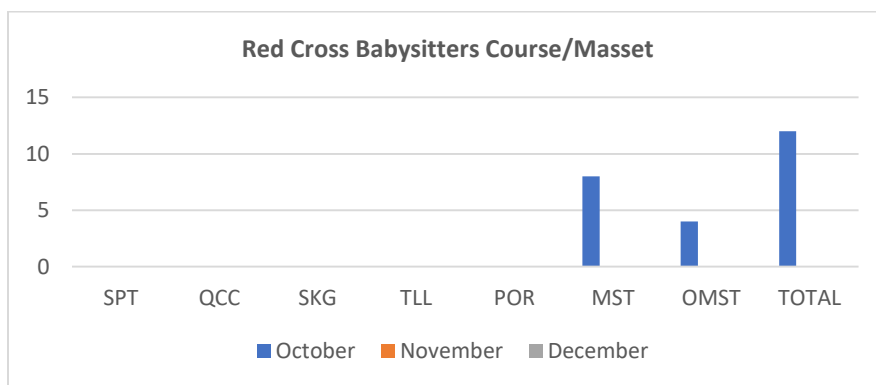
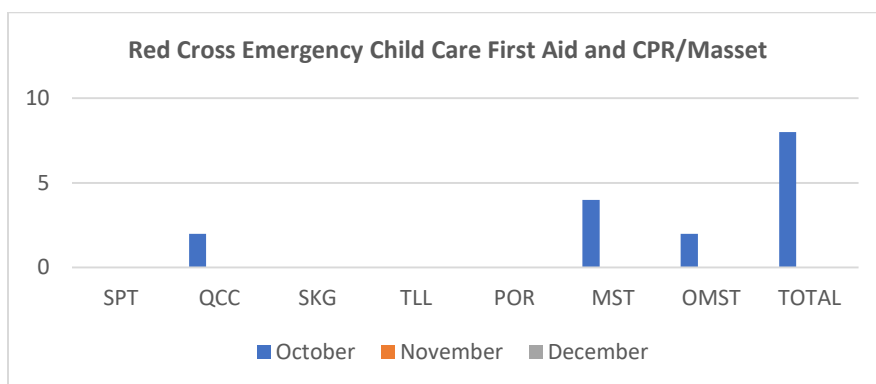
Cardio Dance and Salsa (Ran/Led Program)

Jessica Ruskin and Olga Mosca run several dance programs out of Sun Studio in Queen Charlotte. 2 programs offered through HGR, Cardio Dance and Salsa.



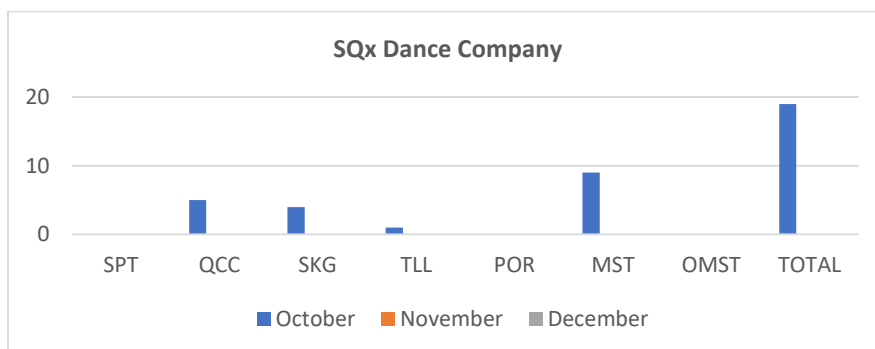
Red Cross Certification Courses (Ran/Led Program)

After re-establishing our training partner status with Red Cross HGR began to book certification courses in the beginning of September. These programs were targeted to get the youth certified to assist with the ASSAI program along with getting the youth certified or refreshed with the “babysitters course”.



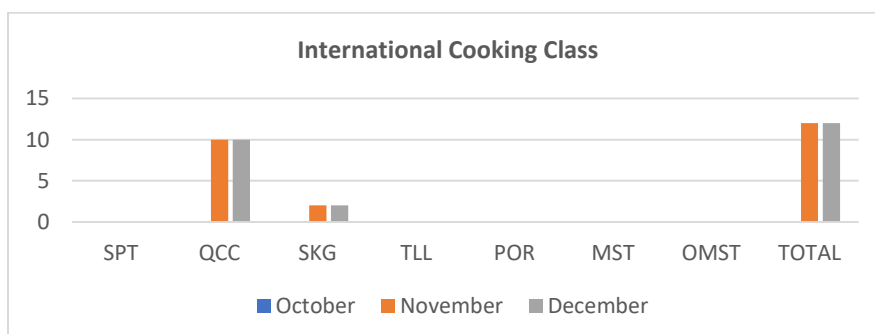
SQx Dance Academy 2 Day Workshops *NEW (Ran/Led Program)*

SQx Dance Academy is a Canadian “not-for-profit” organization that spent 2 weeks working with the youth at SD50. They reached out to HGR to add additional programming for 2 weekends that would be above and beyond the programming that was provided to SD50. SQx’s mission is to use contemporary dance to promote kinship, collaboration, and teamwork.



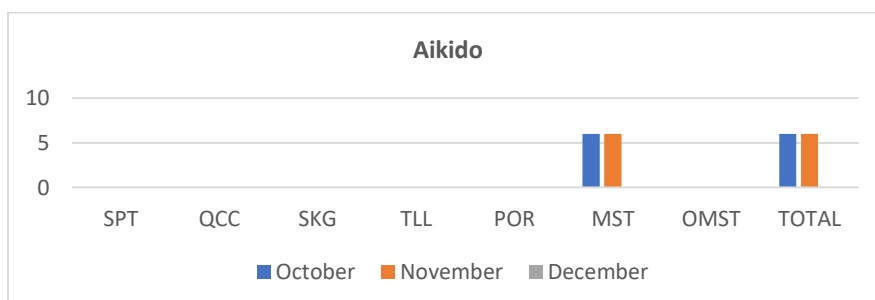
International Cooking Class *NEW (Ran/Led Program)*

Participants can learn and prepare the world’s favourite regional and ethnic dishes. They explored the flavours, seasonings, techniques and traditions from all corners of the globe – from Eastern Europe to Latin America to the Mediterranean and various regions of Asia. This is the second different cooking program HGR has offered in 2017.



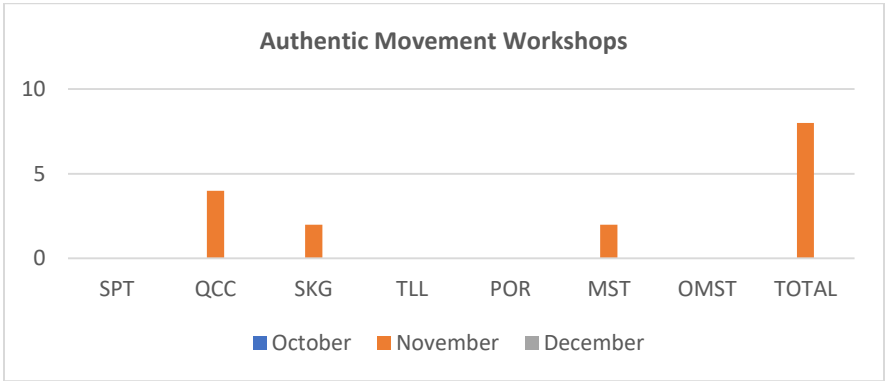
Aikido (*Ran/Led Program*)

This is an introduction to the Japanese defensive martial art and is a prerequisite for the adult ongoing class. Students will learn essential movements and practice exercises to build strength and flexibility.



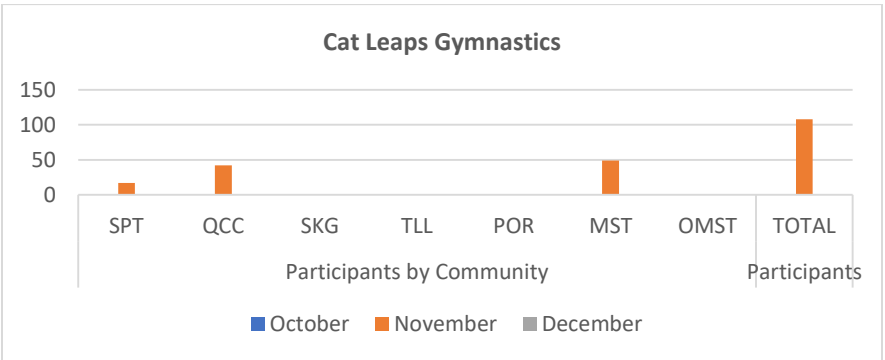
Authentic Movement Workshop NEW (Ran/Led Program)

This workshop was a 1-day workshop for people who like to move with freedom and spontaneity, explore their creativity, connect and support others in a heartfelt way. The instructor is a certified Life Coach and former registered nurse. She draws from her experience in Authentic Movement and dance, improvisational singing and playback theatre.



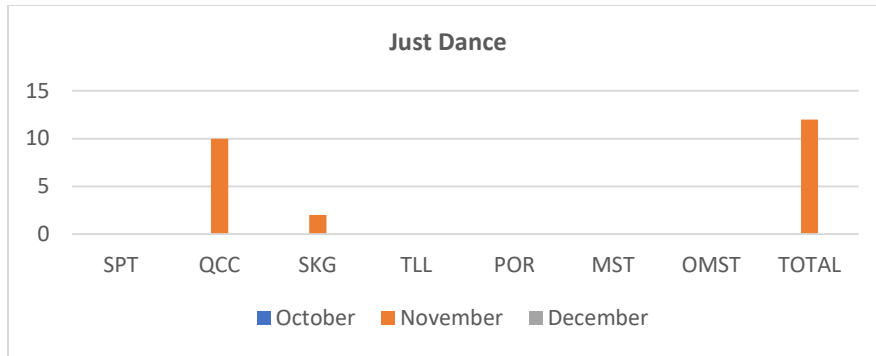
Cat Leaps Gymnastics NEW (Ran/Led Program)

Cat Leaps Gymnastics was a 1-month program, 2 weeks in Masset, 2 days in Sandspit and finished the last weeks in Queen Charlotte. The program was a huge success with 108 participants islands wide. The instructor ran 4 different programs per day, 5 days a week ranging from 3-12 years in age. The program focused on fundamental gymnastics positions and movement through skill development in a fun and engaging atmosphere throughout the weeks.



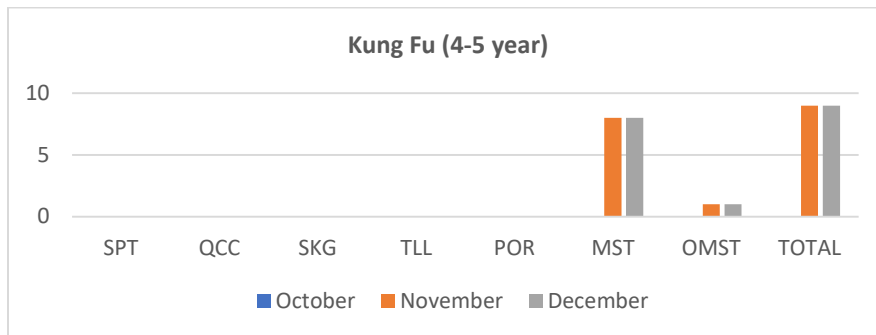
Just Dance NEW (Ran/Led Program)

This program is for anyone who likes to move to the beat of their own drum. With no steps to follow and a fabulous new eclectic playlist each week, this is a chance for you to move authentically according to your body's limits and potential. A great way to have fun, shake off stress, get energized while grounding into your body.

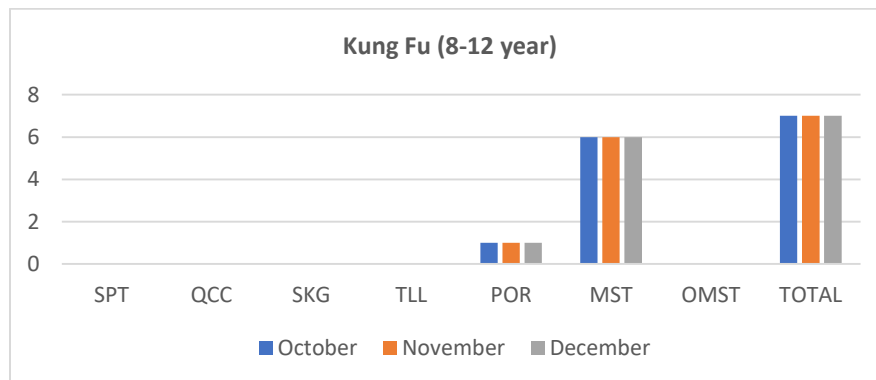


Kung Fu, 5-7-year olds *NEW (Ran/Led Program)*

The Kung Fu system is Hung Jong Kuen Pai: Like all Chinese Martial Arts, Hung Jong Kuen Pai basis its forms and techniques on animals. This program is new to HGR as the instructor has over 3 decades of Kung Fu experience. The instructor also offered a Tai Chi program through HGR in 2017.

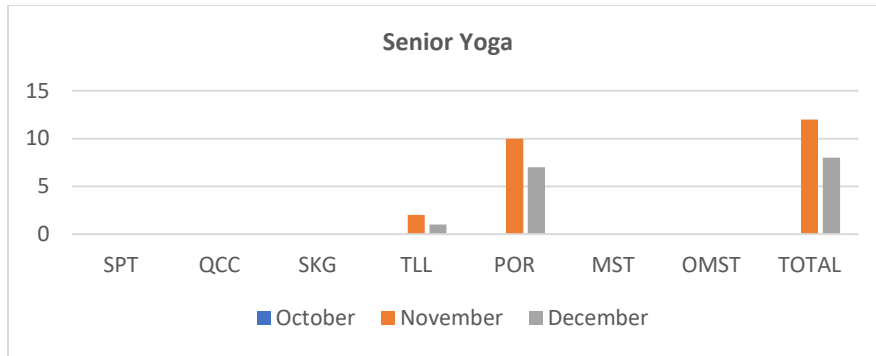


Kung Fu, 8-12-year olds *NEW (Ran/Led Program)*



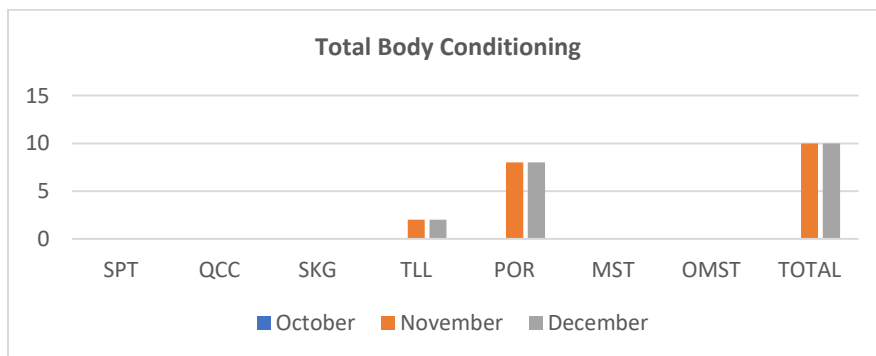
Senior Yoga (*Ran/Led Program*)

Seniors Yoga was a 6-week program in Port Clements that started in November and finishing in December in the Seniors' room (multiplex). There was a total of 12 first time registered participants for this program.



Total Body Conditioning (Ran/Led Program)

This is a full-body circuit program that ran twice weekly at the Port Clements Elementary gym; the program includes interval-style circuit and strength training, as well as elements of Pilates and yoga.



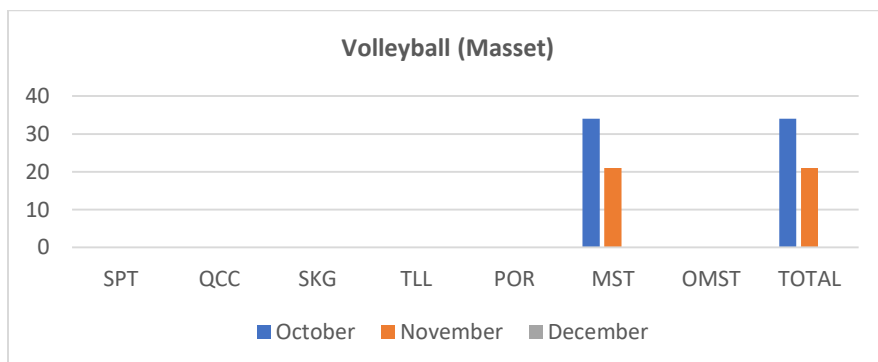
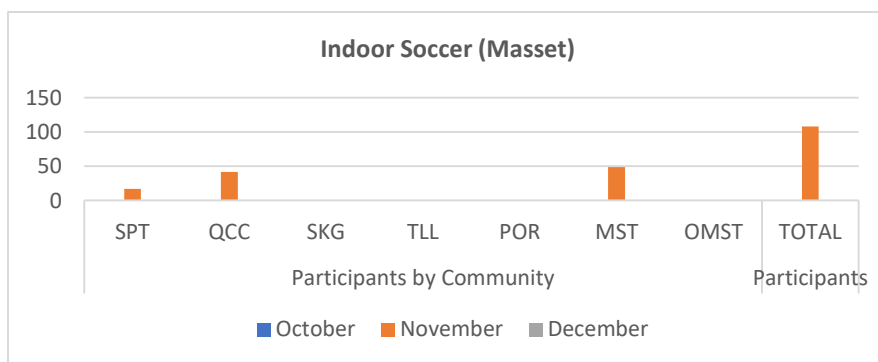
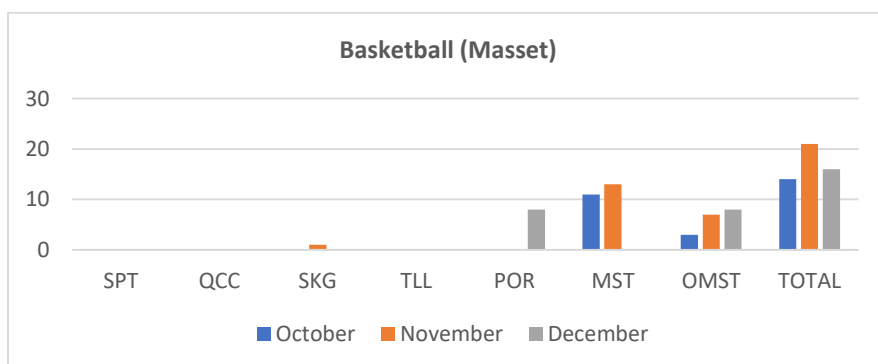
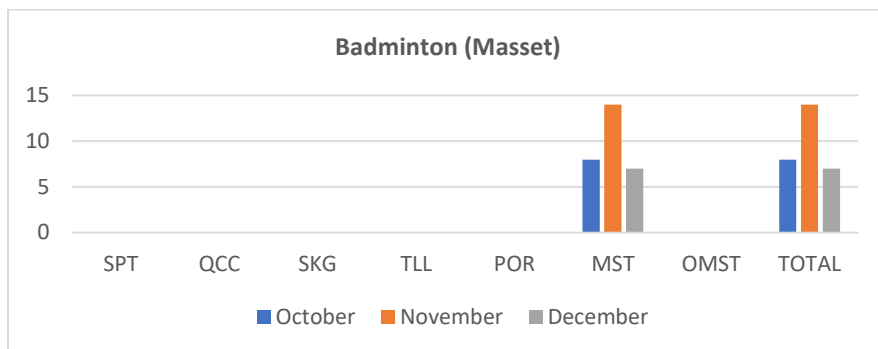
Recreational Tree Climbing (Ran/Led Program)

Recreational tree climbing is a fun, safe and exciting way to explore the forest. The climber ascends a rope to access the tree canopy for spectacular views and a unique perspective. The use of ropes make tree climbing very safe and low impact, suitable for virtually anyone. It strengthens core muscles, builds confidence and helps to develop a connection to place. This was a 1-day course offered in Sandspit and was a huge success. HGR will be looking at offering the program islands wide in 2018.

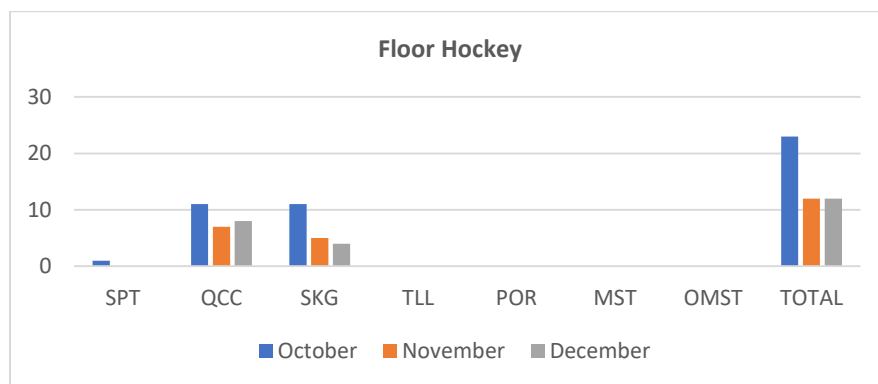
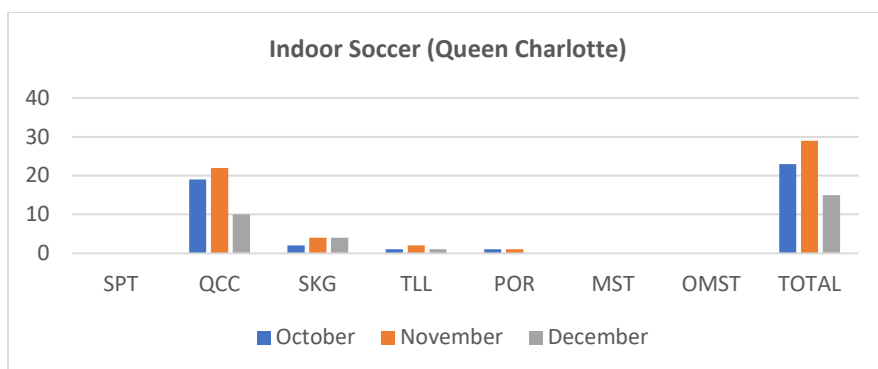
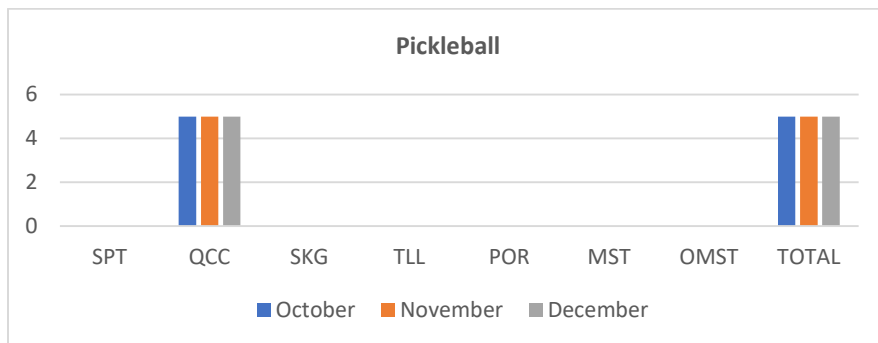


“Drop-in” Programs- Gudangaay Tlaats’ga Naay Secondary School, Masset (Ran/Led Programs)

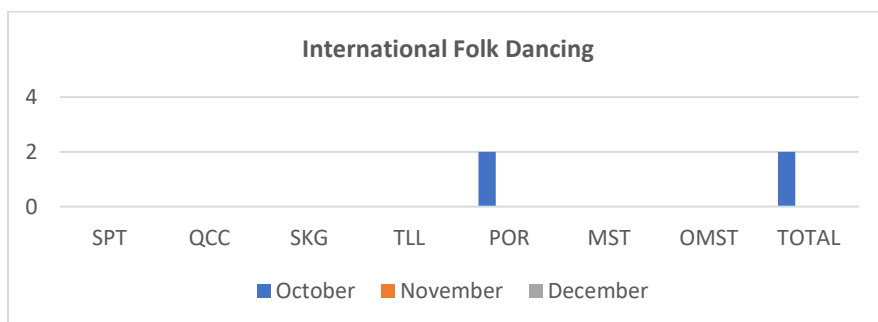
Please note, some of the drop-in programs did not run for 3 consecutive months during the last quarter.



“Drop-in” Programs- GidGalang Kuuyas Naay Secondary School, Queen Charlotte (Ran/Led Programs)

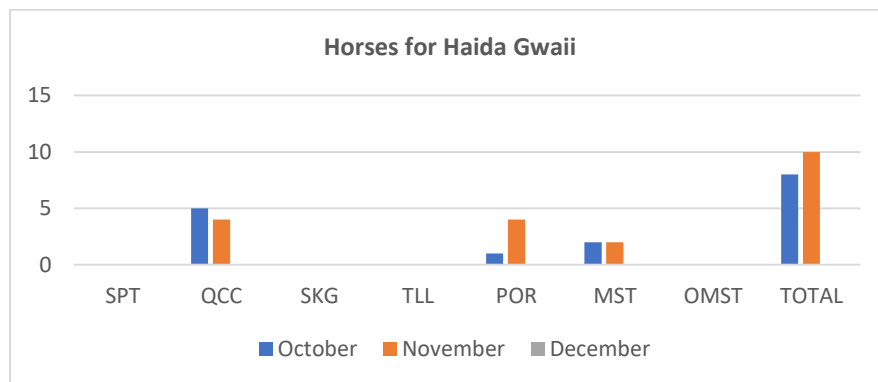


“Drop-in” Programs- Muliplex, Port Clements (Ran/Led Programs)



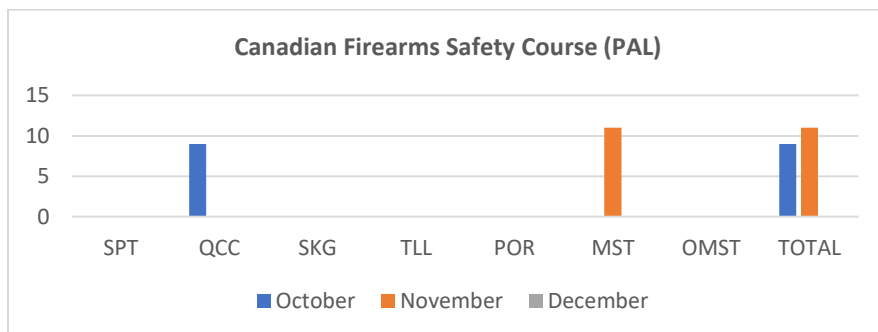
The Horses for Haida Gwaii Project, Port Clements (Supporting)

The Horses for Haida Gwaii Project is all about sharing the equine experience. This program offers riding lessons to beach rides, tailored horse experiences to meet both skill sets and comfort levels. While the horses are based out of Port Clements put the program can be mobile as well. Cyndi Bird is an HG Rec instructor who has assisted in our summer camps as well as the ASSAI program and reached out to HG Rec to help offer a supportive role for her program.



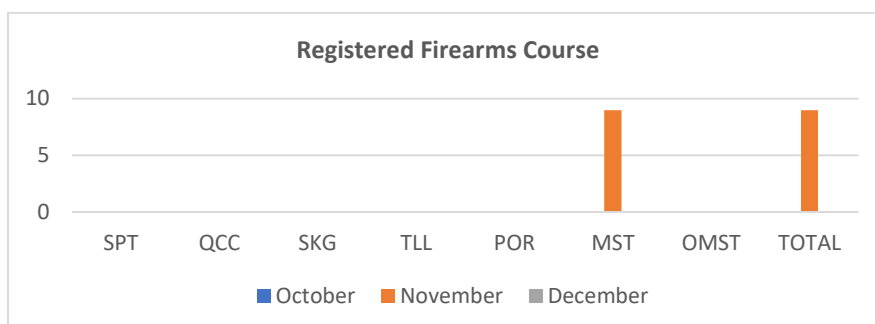
Canadian Firearms Safety (PAL) Course (Supporting)

Long-time Haida Gwaii Recreation instructor, Ron Haralson, concluded 2 pre-requisite licensing courses in Queen Charlotte and Masset for October and November. The certification is required for all hunters as part of the foundation for the Possession and Acquisition License, and had a total of 20 registered participants.



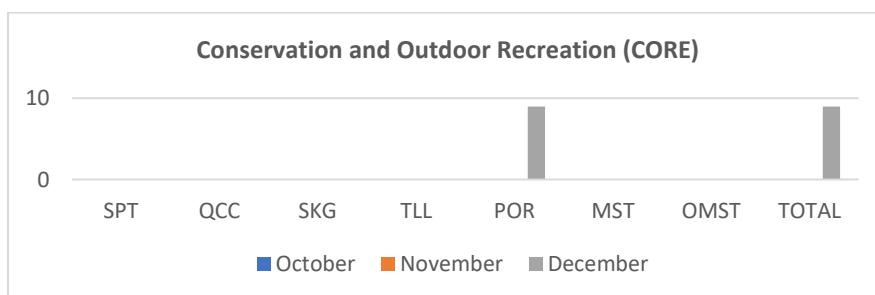
Canadian Restricted Firearms Safety Course (**Supporting**)

This program is a prerequisite for a *Restricted Possession and Acquisition Licence* for those interested in owning *Handguns*. The course had a total of 9 registered participants.



Conservation and Outdoor Recreation (CORE) Course (**Supporting**)

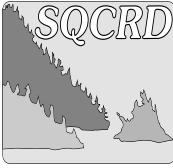
This is a pre-requisite licensing course. The certification is required for all hunters as part of the foundation for the Possession and Acquisition License. The course had a total of 9 registered participants



Additional Reporting

2018

- Continue to build on program growth for 2018
- HGR will be implementing our marketing and communications plan
- HGR will be hosting a wrestling clinic in Masset with I-SPARC and BC Wrestling from January 19 to 21, 2018. This clinic will be targeting ages from K-12 and is open to everyone islands wide.
- Improving on HGR's relationship with Canadian Tire Jumpstart/make the funding more accessible for families to apply either online or through HGR. Grant opportunities!



STAFF MEMORANDUM

DATE: January 26, 2018

TO: D. Chapman, Chief Administrative Officer

FROM: D. Fish, Corporate Officer

SUBJECT: North Coast Regional District Rebranding Update

PURPOSE:

The purpose of this memorandum is to provide an update with respect to the North Coast Regional District (NCRD) rebranding project.

BACKGROUND:

Since June 2017, following a name change from the Skeena-Queen Charlotte Regional District to the North Coast Regional District, the NCRD has been actively engaged with Upanup Studios Inc. (Upanup) in a rebranding project for the organization. In this order, the project includes the development of:

- A rebranding strategy;
- A brand identity and standards guide;
- New logos for the NCRD and sub-brands (Haida Gwaii Regional Recreation Commission, Mainland Recycling and Islands Solid Waste);
- Marketing collateral (Business cards, decals, envelopes, letterheads, report and presentation templates, signage and email signatures); and
- A new website.

DISCUSSION:

The project with Upanup is set to complete at the end of January 2018. At this time, all deliverables have been completed, with the exception of the website.

Now that the rebranding project is near completion, there are additional considerations into 2018:

- The Board may wish to consider allocating funds toward the production of marketing collateral such as decals for fleet vehicles, office signage, and business cards for Directors and Staff;
- In conjunction with the website, new email addresses will be issued to all Staff and Directors;
- A process to inform the public, media, community partners and other stakeholders of the new brand and website will be undertaken.

The new website domain will be www.ncrdbc.com and is set to go live on Monday, January 29th, 2018. New email addresses will also be title@ncrdbc.com.

For the Board's reference, example marketing collateral has been included as Attachment A to this memorandum. In addition to those collateral included in the attachment, Upanup has also provided template documents to be used by the NCRD for board highlights, news releases, staff reports and memorandums, bylaws, reports, and presentations.

FINANCIAL CONSIDERATION:

To date, project costs total \$56,512. It is anticipated that an additional ~\$10,000 will be expended before project completion. Once complete, staff will initiate the reporting process through Northern Development Initiative Trust's (NDIT) marketing initiatives program to secure grant funding allocated toward this project in the amount of \$20,000.

CONCLUSION:

Staff is recommending that the Board of the NCRD receive this memorandum from staff for information purposes.

North Coast Regional District Logo (Vertical)



North Coast Regional District Logo (Horizontal)



Sub-brands (Vertical)



Sub-brands (Horizontal)



Business Card (Back)



Business Card (Front)



Fleet Decal



Envelopes



Letterhead

The logo for the North Coast Regional District, featuring a stylized mountain and water graphic. Below the logo is the text "NORTH COAST REGIONAL DISTRICT".

A small icon of a location pin.
14, 342 3rd Avenue West
Prince Rupert BC, V8J 1L5

A small icon of a telephone handset.
P: 250.624.2002
TF: 888.301.2002

A small icon of a globe.
W: www.ncrdbc.ca
F: 250.627.8493

**NORTH COAST REGIONAL DISTRICT
BYLAW NO. 618, 2017**

Being a bylaw to establish a fire and rescue protection service within a portion of Electoral Area D to provide taxation funding for the operational costs of the Tlell Volunteer Fire Department

WHEREAS under section 332 of the *Local Government Act* a regional district may operate any service the Board considers necessary or desirable for all or part of the Regional District;

AND WHEREAS the Board of the North Coast Regional District wishes to establish a service for the purpose of providing taxation funding to operate the Tlell Fire Protection and Rescue Service Area;

AND WHEREAS the approval of the Inspector of Municipalities has been obtained under section 342 of the *Local Government Act*;

AND WHEREAS the Board has received the approval of the electors in the proposed service area by referendum in accordance with section 344 of the *Local Government Act* and section 85 of the *Community Charter*;

NOW THEREFORE, the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

1. This bylaw may be cited as the "Tlell Fire Protection and Rescue Service Area Establishment Bylaw No. 618, 2017."

2. Service

1. The service established by this bylaw is for the purpose of establishing the Tlell Fire Protection and Rescue Service Area to provide funding for fire and rescue protection services within the specified area.
2. The North Coast Regional District is hereby authorized to enter into mutual aid agreements respecting the use of equipment and personnel to provide assistance inside or outside of the service area that may cause harm to persons or property, based on the recommendation of the Tlell Volunteer Fire Department.

3. Boundaries

1. Schedule A, attached hereto and forming part of this bylaw, forms the service area boundaries.

4. Participating Areas

1. The participating area is a portion of Electoral Area D (Tlell) as identified in Schedule A.

5. Cost Recovery

1. As provided for in Section 378 of the *Local Government Act*, the annual cost of providing the service shall be recovered by one or more of the following:

- a) property value tax imposed in accordance with Division 3 of Part 11 of the *Local Government Act*;
- b) fees and charges imposed under section 397 of the *Local Government Act*;
- c) revenues raised by other means authorized by the *Local Government Act* or another Act;
- d) revenues received by way of agreement, enterprises, gift, grant or otherwise.

6. Maximum Requisition

1. In accordance with Section 378 of the *Local Government Act*:

- a) The maximum annual amount that may be requisitioned for the cost of the service is the amount equal to \$25,000.

READ A FIRST TIME this 22nd day of September, 2017.

READ A SECOND TIME this 2nd day of November, 2017

READ A THIRD TIME this 2nd day of November, 2017

APPROVED BY THE INSPECTOR OF MUNICIPALITIES

this 3rd day of November, 2017

APPROVAL OF THE ELECTORS RECEIVED BY REFERENDUM

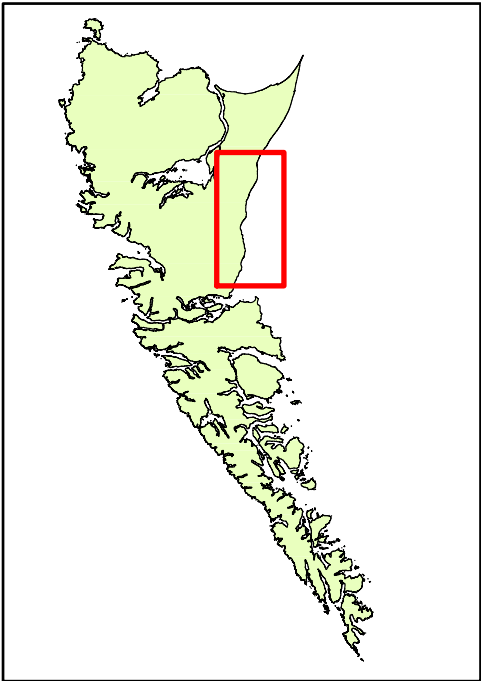
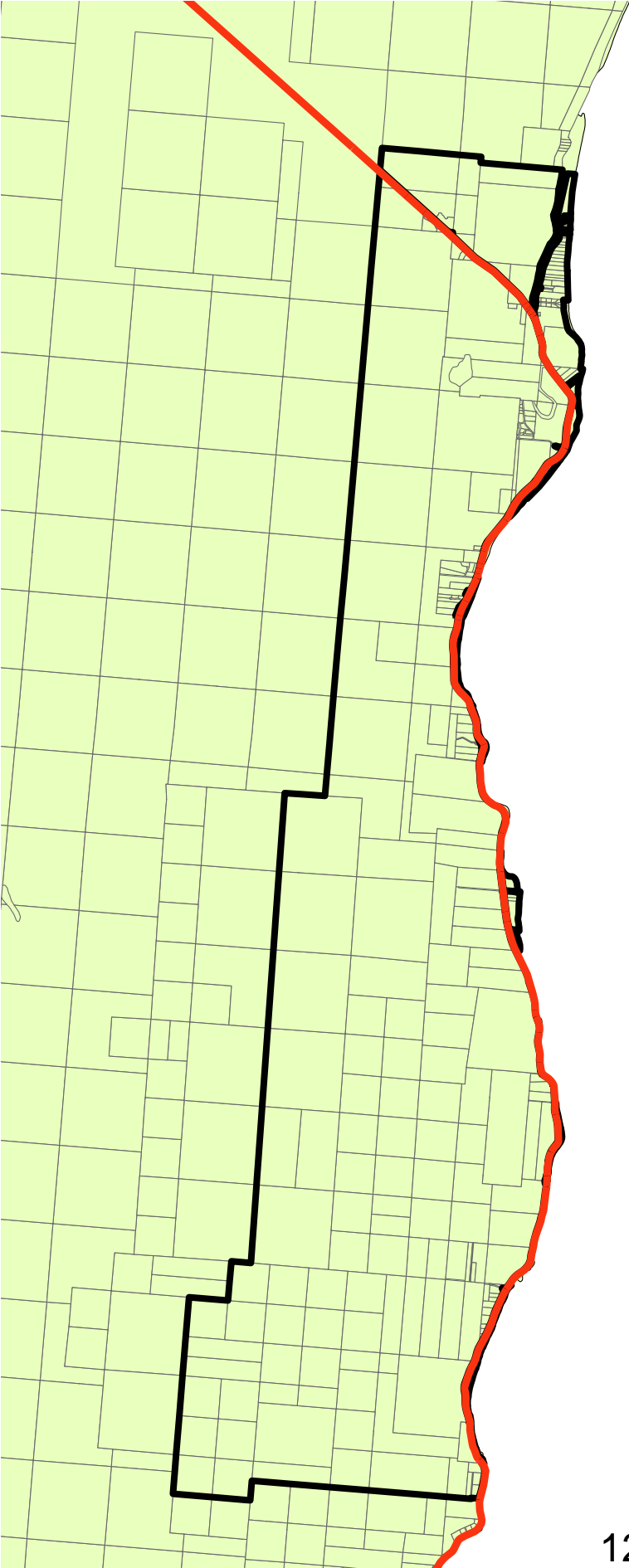
this 11th day of November, 2017

ADOPTED this ____ day of ____, 2017




Chair

Corporate Officer

Schedule A: Bylaw 618, 2017
Electoral Area D (Tlell) Fire Protection and Rescue Service Area Boundary



Legend

-  Highway
 -  Service Boundary
- 0 3 6 Km
- 



Statutory Approval

Under the provisions of section _____ **342**

of the _____ **Local Government Act**

I hereby approve Bylaw No. _____ **618**

of the _____ **North Coast Regional District**,

a copy of which is attached hereto.

Dated this 3 ***day***
of November _____ ***, 2017***

Deputy Inspector of Municipalities

NORTH COAST REGIONAL DISTRICT**Security Issuing Bylaw No. 619, 2018**

A bylaw to authorize the entering into of an Agreement respecting financing between the North Coast Regional District and the Municipal Finance Authority of British Columbia

WHEREAS the Municipal Finance Authority of British Columbia (the "Authority") may provide financing of capital requirements for regional districts by the issue of debentures or other evidence of indebtedness of the Authority and lending the proceeds therefrom to the regional district on whose request the financing is undertaken;

AND WHEREAS under the provisions of Section 411 of the *Local Government Act*, the amount of borrowing authorized by each of the following loan authorization bylaws, the amount already borrowed under the authority thereof, the amount of authorization to borrow remaining thereunder, and the amount being issued under the authority thereof by this bylaw;

AND WHEREAS the tables contained in this bylaw are to provide clarity and information for the purposes of this bylaw;

AND WHEREAS the Regional Board, by this bylaw, hereby requests such financing shall be undertaken through the Authority;

NOW THEREFORE the Regional Board of the Legal Name of Regional District in open meeting assembled enacts as follows:

L/A Bylaw No.	Purpose	Amount of Borrowing Authorized	Amount Already Borrowed	Borrowing Authority Remaining	Term of Issue	Amount of Issue
615	Regional Library Capital Financing Service	\$1,500,000	\$0	\$1,500,000	20 years	\$1,500,000
		<u>\$1,500,000</u>	<u>\$0</u>	<u>\$1,500,000</u>		<u>\$1,500,000</u>

Total Financing under Section 410 of the *Local Government Act*: \$ 1,500,000

- The Authority is hereby requested and authorized to finance from time to time the above noted undertakings, and further described in the Regional District Loan Authorization Bylaws table, at the sole cost and on behalf of the Regional District and its member municipalities up to, but not exceeding One and a Half Million Dollars (\$1,500,000) in lawful money of Canada (provided that the Regional District may borrow all or part of such amount in such currency as the Trustees of the Authority shall determine but the aggregate amount in lawful money of Canada and in Canadian Dollar equivalents so borrowed shall not exceed \$1,500,000 in Canadian Dollars) at such interest and with such discounts or premiums and expenses as the Authority may deem appropriate in consideration of the market and economic conditions pertaining.

2. Upon completion by the Authority of financing undertaken pursuant hereto, the Chair and officer assigned the responsibility of financial administration of the Regional District, on behalf of the Regional District and under its seal shall, at such time or times as the Trustees of the Authority may request, enter into and deliver to the Authority one or more agreements, which said agreement or agreements shall be substantially in the form annexed hereto as Schedule "A" and made part of this bylaw (such Agreement or Agreements as may be entered into, delivered or substituted hereinafter referred to as the "Agreement") providing for payment by the Regional District to the Authority of the amounts required to meet the obligations of the Authority with respect to its borrowings undertaken pursuant hereto, which Agreement shall rank as debenture debt of the Regional District.
3. The Agreement in the form of Schedule "A" shall be dated and payable in the principal amount or amounts of monies and in Canadian dollars or as the Authority shall determine and subject to the Local Government Act, in such currency or currencies as shall be borrowed by the Authority under section 1 and shall set out the schedule of repayment of the principal amount together with interest on unpaid amounts as shall be determined by the Treasurer of the Authority.
4. The obligation incurred under the said Agreement shall bear interest from a date specified therein, which date shall be determined by the Treasurer of the Authority, and shall bear interest at a rate to be determined by the Treasurer of the Authority.
5. The Agreement shall be sealed with the seal of the Regional District and shall bear the signature of the Chair and the officer assigned the responsibility of financial administration of the Regional District.
6. The obligations incurred under the said Agreement as to both principal and interest shall be payable at the Head Office of the Authority in Saanich and at such time or times as shall be determined by the Treasurer of the Authority.
7. During the currency of the obligations incurred under the said Agreement to secure borrowings in respect of the North Coast Regional District Loan Authorization Bylaw 615, 2017 list all Regional District Loan Authorization bylaws included in this issue if the anticipated revenues accruing to the Regional District from the operation of the Vancouver Island Regional Library Borrowing Service associated with the Loan Authorization bylaws are at any time insufficient to meet the annual payment of interest and the repayment of principal in any year, there shall be requisitioned an amount sufficient to meet such insufficiency.
8. The Regional District shall provide and pay over to the Authority such sums as are required to discharge its obligations in accordance with the terms of the Agreement, provided, however, that if the sums provided for in the Agreement are not sufficient to meet the obligations of the Authority, any deficiency in meeting such obligations shall be a liability of the Regional District to the Authority and the Regional Board of the Regional District shall make due provision to discharge such liability.
9. The Regional District shall pay over to the Authority at such time or times as the Treasurer of the Authority so directs such sums as are required pursuant to Section 15 of the Municipal Finance Authority Act to be paid into the Debt Reserve Fund established by the Authority in connection with the financing undertaken by the Authority on behalf of the Regional District pursuant to the Agreement.

10. This bylaw may be cited as "*Vancouver Island Regional Library Security Issuing Bylaw No. 619, 2018*".

READ A FIRST TIME this _____ day of _____, 2018.

READ A SECOND TIME this _____ day of _____, 2018.

READ A THIRD TIME this _____ day of _____, 2018.

FINALLY ADOPTED this _____ day of _____, 2018.

Chair

Corporate Officer

SCHEDULE "A" to BYLAW NO. 619, 2018

C A N A D A

PROVINCE OF BRITISH COLUMBIA

A G R E E M E N T

North Coast Regional District

The North Coast Regional District (the "Regional District") hereby promises to pay to the Municipal Finance Authority of British Columbia at its Head Office in Victoria, British Columbia, (the "Authority") the sum of One and a Half Million Dollars (\$1,500,000) in lawful money of Canada, together with interest calculated semi-annually in each and every year during the currency of this Agreement; and payments shall be as specified in the table appearing on the reverse hereof commencing on the day of _____, provided that in the event the payments of principal and interest hereunder are insufficient to satisfy the obligations of the Authority undertaken on behalf of the Regional District, the Regional District shall pay over to the Authority further sums as are sufficient to discharge the obligations of the Regional District to the Authority.

DATED at _____, British Columbia, this ____ day of _____, _____.

IN TESTIMONY WHEREOF and under the authority of Bylaw No. 619, 2018 cited as the "*Vancouver Island Regional Library Security Issuing Bylaw 619, 2018*". This Agreement is sealed with the Corporate Seal of the North Coast Regional District and signed by the Chair and the officer assigned the responsibility of financial administration thereof.

Chair

Treasurer

Pursuant to the *Local Government Act*, I certify that this Agreement has been lawfully and validly made and issued and that its validity is not open to question on any ground whatever in any Court of the Province of British Columbia.

Dated this _____ day of _____, 2018.

Inspector of Municipalities

Deputy Inspector of Municipalities

PRINCIPAL AND/OR SINKING FUND DEPOSIT AND INTEREST PAYMENTS

Date of Payment	Principal and/or Sinking Fund Deposit	Interest	Total
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$

CORPORATE OFFICER'S CERTIFICATE

The North Coast Regional District (the "Regional District")

The undersigned, Corporate Officer, as the person responsible for corporate administration of the Regional District under section 236 of the *Local Government Act*, hereby certifies as follows:

1. That Security Issuing Bylaw No. 619, 2018 (the "Security Issuing Bylaw") was duly and properly enacted in accordance with the provisions of the *Local Government Act* at a duly constituted meeting of the Regional District in accordance with the requirements of the Regional District's applicable procedure bylaw and at which a quorum was present and acting throughout.
2. That the Security Issuing Bylaw has not been amended or repealed and is in full force and effect as at the date hereof.
3. More than ten days has elapsed since the adoption of the Security Issuing Bylaw and no application has been made or action or proceeding brought to quash or to set aside the Security Issuing Bylaw under section 623 of the *Local Government Act* or otherwise and the validity of the Security Issuing Bylaw has not been attacked, questioned or adjudicated in any court and to the best of the knowledge of the undersigned no such action is pending or has been threatened and the undersigned knows of no objections to the validity of the Security Issuing Bylaw.

DATED this _____ day of _____, 2018.

Corporate Officer

NORTH COAST REGIONAL DISTRICT

BYLAW NO. 620, 2018

A Bylaw to provide for the borrowing of money during
fiscal year 2018 in anticipation of revenue

WHEREAS it is deemed necessary, in anticipation of revenue, to borrow certain sums of money to meet the current lawful expenditures of the Regional District;

AND WHEREAS it is provided by Section 404 of the *Local Government Act* that the Regional Board may, without the assent of the electors or the approval of the Inspector of Municipalities, provide for the borrowing of such sums of money as may be necessary to meet the current lawful expenditures of the Regional District;

AND WHEREAS the member municipalities and the Surveyor of Taxes are not required to make payment from taxation revenues of amounts requisitioned by the Regional District until August 1, 2018;

AND WHEREAS there are no liabilities outstanding under Section 404;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as the "Revenue Anticipation Borrowing Bylaw No. 620, 2018".
2. The Board shall be and is hereby empowered and authorized to borrow upon the credit of the North Coast Regional District from the Northern Savings Credit Union, Prince Rupert, BC an amount, or amounts, not exceeding the sum of Nine Hundred & Fifty Thousand (\$950,000.00) Dollars as the same may be required and to pay interest at the current bank rate.
3. The form of obligation to be given as acknowledgement of the liability shall be a promissory note or a credit agreement bearing the corporate seal and signed by the Chair of the Board and Chief Administrative Officer.
4. The revenues of the Regional District, when received, shall first be used to repay the borrowing under this bylaw.

READ A FIRST TIME this _____ day of _____, 2018.

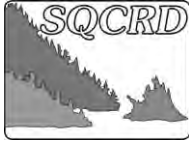
READ A SECOND TIME this _____ day of _____, 2018.

READ A THIRD TIME this _____ day of _____, 2018.

ADOPTED THIS _____ day of _____, 2018.

Chair

Corporate Officer



Referral Memo

Date: January 26, 2018
To: NCRD Board
From: Morganne Williams, Planning Consultant

Regarding: Pacific Shellfish Aquaculture Application
Location: Close to Tugwell and Devastation Island within Metlakatla Bay/Pike Island
APC: No APC is established for this area.

Summary of the Referral:

Applicant: Metlakatla Development Corp

Lands Authorization:

Tenure Type: Aquaculture

Purpose: Nursery Operations – culture activity includes juvenile rearing (Japanese Scallop)

Size: +/- 340.419 hectares

Land Use Comments

- Existing OCP does include the proposed tenure area
- Zoning has not been adopted for Electoral Area A

Attachments:

1. Application 17 pages

FOR INTERNAL USE

File Number:

Project Number:

Disposition Number:

Client Number:

PACIFIC SHELLFISH AQUACULTURE APPLICATION

MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS
FISHERIES AND OCEANS CANADA
TRANSPORT CANADA

Please refer to **Guide to the Pacific Shellfish Aquaculture Application** for additional important information on how to complete this application correctly.
Incomplete applications will be returned to the applicant.

PART I – GENERAL APPLICANT INFORMATION

SECTION A: APPLICANT AND GENERAL INFORMATION

1. Applicant Name(s) (Full Legal Name(s) or Registered Company Name): METLAKATLA DEVELOPMENT CORPORATION		Applicant Business Information: Telephone: (250) 628-3201 Cell: (250) 600-4612 Fax: (250) 628-9259 Email:
2. Applicant Business Mailing Address: PO Box 224 Prince Rupert British Columbia		
Postal Code: V8J3P6		
3. Doing Business As: Metlakatla Development Corporation	4. BC Inc. #, BC Registration # or BC Society # XS-0025503 (129843769BC00001)	
5. Physical Business Address (if different from above): Lot 1, Block 6, Plan BC 1123 Tsimpsean Indian Reserve, #2, Metlakatla, British Columbia		
Postal Code:		
6. Contact Name (if different from above):	Contact Business Information: Telephone: () Cell: () Fax: () Email:	
7. Agent/Representative (if applicable): Michael Uehara	Agent/Representative Business Information: Telephone: (250) 627-7600 Cell: (604) 551-0145 Fax: (250) 622-0747 Email: michael1uehara@gmail.com	
Letter of Authorization Enclosed: <input checked="" type="radio"/> Yes <input type="radio"/> No		
8. Business Mailing Address of Agent/Representative: 481 - 309 2nd Avenue West Prince Rupert British Columbia		
Postal Code: V8J3T1		

9. Type of Application:

- ☒ New Site ➡ TENURE TYPE: (please check only 1 box) ☐ Licence of Occupation ☐ Lease ☐ Investigative Permit
☐ Amendment ➡ AMENDMENT TYPE: (please check all the boxes that apply)
☐ Tenure Area ☐ Infrastructure ☐ Production ☐ Species
☐ Other (describe):

☐ Licence Holder Change ➡ CURRENT LICENCE HOLDER NAME:

10. Government Reference Numbers:

BC Land File # (Crown land): OR Park Use Permit # (Park/Protected land): OR Parcel Identification # (Private land):

NWPA #

Expiry date:
(yyyy/mm/dd)

DFO Aquaculture Facility #

AQFW1125982015

SECTION B: SITE AND INFRASTRUCTURE INFORMATION
1. Site Category:

- ☐ Provincial Crown Land ☐ Provincial Park ☐ Private Land ☐ Federal Land
☐ First Nation Reserve ☒ Other (describe): Metlakatla Traditional Territory

2. Geographic location of site: Close to Tugwell and Devastation Islands within Metlakatla Bay/Pike Island.

3. Site Common Name: Pike Island

4. Pacific Fishery Management Area: 4 **Sub Area:** 9

5. Canadian Hydrographic Service Chart (CHS) Marine Chart Number: 3957 OR Topographical Map Number:

6. If the application area is surveyed, provide legal description of site (e.g. Land District and Lot Number):

7. If the application area is not surveyed, provide the metes and bounds description from a known surveyed point or geographic reference (UTM or latitude and longitude):

Alternatively, provide a shape file geo-referenced to BC Albers projection (NAD 83) Shape file submitted? ☐ Yes ☐ No

8. GPS coordinates for the center of the application area/tenure:
 Latitude: 54 D 18.471 N
 Longitude: 130 D 29.136 W

9. Total area of the site (Hectares): Current Size: 340.419 ha

Proposed Size:

10. Culture Type (check all that apply):

☐ Intertidal Beach culture – culture activity takes place between the high water mark and the low water mark (chart datum)

☐ Subtidal on/in bottom culture – culture activity takes place on the sea floor below chart datum

☐ Deepwater Suspended culture – culture activity takes place on the surface or within the water column

☒ Nursery Operation – culture activity includes juvenile rearing

NOTE: For a shellfish Hatchery Operation where the culture activity is proposed to be located on land, use the **PACIFIC FRESHWATER/LAND-BASED AQUACULTURE APPLICATION**.

11. Physical Structures (Improvements):

Complete table below by checking all applicable structures, existing & proposed and estimated area of the application site that will cover all existing and planned structures. Where applicable, note the number and dimensions of the structures.

There are specific conditions of licence for shellfish aquaculture that licence holders must adhere to pertaining to the installation, inspection and maintenance of structures and gear. Please review these carefully in the Guide to the Pacific Shellfish Aquaculture Application or on the DFO internet site at: <http://www.pac.dfo-mpo.gc.ca/aquaculture/licence-permis/shell-coq-eng.html>

TABLE 11.1: PHYSICAL STRUCTURES - FLOATS

DESCRIPTION OF STRUCTURES	CURRENTLY LICENSED	PROPOSED	TOTAL NUMBER	DIMENSIONS (m OR m ²) OF EACH STRUCTURE	ESTIMATED TOTAL AREA (m ²) OF COVERAGE
Work Floats					
Product handling	<input type="checkbox"/>	<input type="checkbox"/>			
Living accommodation	<input type="checkbox"/>	<input type="checkbox"/>			
Other (describe):	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>			

TABLE 11.2: PHYSICAL STRUCTURES - VARIOUS				
DESCRIPTION OF STRUCTURES	CURRENTLY LICENSED	PROPOSED	TOTAL NUMBER	NEW ESTIMATED TOTAL AREA (m ²)
Predator Protection				
Predator netting (intertidal beach)	<input type="checkbox"/>	<input type="checkbox"/>		
Predator netting (describe):	<input type="checkbox"/>	<input type="checkbox"/>		
Tubes (e.g. Sections PVC or other material)	<input type="checkbox"/>	<input type="checkbox"/>		
Other (describe):	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
Intertidal Beach Gear				
Rock Walls	<input type="checkbox"/>	<input type="checkbox"/>		
Trenches	<input type="checkbox"/>	<input type="checkbox"/>		
Berms	<input type="checkbox"/>	<input type="checkbox"/>		
Rack and Bag systems	<input type="checkbox"/>	<input type="checkbox"/>		
Other (describe):	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		

TABLE 11.2 CONTINUED ON NEXT PAGE/...

TABLE 11.2 CONTINUED...

DESCRIPTION OF STRUCTURES	CURRENTLY LICENSED	PROPOSED	TOTAL NUMBER	NEW ESTIMATED TOTAL AREA (m ²)
Nursery Infrastructure				
FLUPSY	<input type="checkbox"/>	<input type="checkbox"/>		
Intertidal remote setting	<input type="checkbox"/>	<input type="checkbox"/>		
Other (describe):	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
Suspended Culture Gear				
Rafts	<input type="checkbox"/>	<input type="checkbox"/>		
Long lines	<input type="checkbox"/>	<input checked="" type="checkbox"/>	60	18,000 m ²
Other (describe):	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
On/In bottom Subtidal Culture Gear				
Containment structure(s) for adults or juveniles	<input type="checkbox"/>	<input type="checkbox"/>		
Other (describe):	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>		

TABLE 11.3: PHYSICAL STRUCTURES - SITE MARKING

DESCRIPTION OF STRUCTURES	CURRENTLY LICENSED	PROPOSED	DESCRIPTION OF STRUCTURES	CURRENTLY LICENSED	PROPOSED
Site Marking					
Blocks	<input type="checkbox"/>	<input type="checkbox"/>	Navigational Markers	<input type="checkbox"/>	<input type="checkbox"/>
Sinking ground line	<input type="checkbox"/>	<input type="checkbox"/>	Anchor blocks	<input type="checkbox"/>	<input type="checkbox"/>
Other (describe below):			→ Anchor blocks DEPTH (m)		120
4 x Cautionary buoys	<input type="checkbox"/>	<input checked="" type="checkbox"/>	120 teardrop buoys	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8 x Marker buoys	<input type="checkbox"/>	<input checked="" type="checkbox"/>	960 surface buoys between tear drops.	<input type="checkbox"/>	<input type="checkbox"/>

SECTION C: MAPS AND DIAGRAMS

<p>Attach the following maps and diagrams. They must be submitted to scale and be consistent with the other information in this application. Please refer to the Mapping Descriptions and Sample Mapping in the Pacific Shellfish Aquaculture Guidance Document.</p> <p>Note: If drawings are larger than 11" x 17", Transport Canada requires that you enclose five (5) copies. For drawings 11" x 17" or smaller, one (1) copy will be sufficient.</p>	Check each box to confirm that documents are attached.	
	1. General Location Map: A topographic map (if the site is located on land) or a Canadian Hydrographic Service (CHS) Marine Chart (if the site is located in marine waters) at a scale of 1:50,000 to 1:250,000 indicating the general location of area under application, noting the location of significant geographic features, such as a lake, mountain, road, community, etc.	<input checked="" type="checkbox"/>
	2. Detailed Location Map: A section of a Canadian Hydrographic Service (CHS) Marine Chart of a scale between 1:20,000 and 1:40,000, showing the detailed location of the area under application.	<input checked="" type="checkbox"/>
	3. Top View Operational Diagram: A 1:5000 scale CHS chart showing the application boundaries, site improvements, and metes and bounds description.	<input checked="" type="checkbox"/>
	4. Side View Operational Diagram, based on the culture type: A scaled schematic diagram(s) showing a side view of the proposed operation, which includes all structures.	<input checked="" type="checkbox"/>

SECTION D: WATER USE

1. Will fresh water be used at this facility? <input type="radio"/> Yes <input checked="" type="radio"/> No
If <u>Yes</u> , and if water source is surface water (not ground), provide the name of the water source:
2. If you already have a water licence at this site, please provide licence number, or provide date of submission of an application:

SECTION E: FIRST NATIONS CONSIDERATION

Please describe any contact you may have had, including the name of the First Nation(s) and individuals contacted. Consult the consultative Area Database (CAD) Public Map Service for First Nations contact information instructions and supporting information - [ftp://ftp.geobc.gov.bc.ca/pub/outgoing/CAD/CAD Public Map Service-User Guidance-Technical Instructions.pdf](ftp://ftp.geobc.gov.bc.ca/pub/outgoing/CAD/CAD%20Public%20Map%20Service-User%20Guidance-Technical%20Instructions.pdf).

PART II – INFORMATION FOR THE BC MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS (FLNR)

The following information, along with Part I and Part V is required for the review of the Provincial Crown Land Tenure application or amendment to an existing tenure pursuant to the BC *Land Act*.

SECTION A: SITING CONSIDERATIONS

Applicants must respond to each consideration and may be required to provide additional information in some situations.

1. Does your proposal infringe on the riparian rights of an upland owner? ☐ Yes ☐ No
If Yes, the applicant is required to provide written consent from the private land upland owner to occupy the site for the proposed term of the tenure.

2. Is the intended use consistent with approved local government bylaws for land use planning and zoning? ☐ Yes ☐ No

If No, have you contacted the local government?

☐ Yes ☐ No

Provide details of communications and relevant correspondence with your application.

Provide the name of the local government(s) for the area under application:

SECTION B: ADDITIONAL CROWN LANDS INFORMATION

- | | |
|--|---|
| 1. Is applicant or applicant's spouse a provincial government employee? | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| 2. Are all applicants Canadian Citizens or Permanent Residents;
or if a corporation, registered partnership, cooperative or non-profit society, is it registered in BC? | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| 3. Is/Are applicant(s) 19 years of age or older? | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| 4. For applications made by more than one individual: | <input checked="" type="radio"/> N/A <input type="radio"/> Joint Tenant <u>OR</u> <input type="radio"/> Tenants in Common |



PART III – INFORMATION FOR FISHERIES AND OCEANS CANADA (DFO)

The following information along with Part I and Part V is required for the review of the federal Aquaculture Licence application or amendment to an existing licence pursuant to the federal *Fisheries Act*, *Pacific Aquaculture Regulations*.

NOTE: If you are requesting an increase or change in species or production that requires an infrastructure modification, please ensure that Part I, Section A, Question 9; and Part I, Section B, Question 12 are completed.

DFO requires the applicant(s), if an individual or a proprietorship or a person 'doing business as', submit date(s) of birth:

Applicant 1: HAROLD LEIGHTON	Date of Birth (yyyy/mm/dd): 1952/05/08
Applicant 2:	Date of Birth (yyyy/mm/dd):

SECTION A: ELIGIBILITY FOR A SHELLFISH AQUACULTURE LICENCE

Eligibility for a federal Shellfish Aquaculture Licence requires adherence to general Conditions of Licence. The general Conditions of Licence for shellfish aquaculture can be found at:

<http://www.pac.dfo-mpo.gc.ca/aquaculture/licence-permis/shell-coq-eng.html>

This completed document, when approved, will form the Site Management Plan on which your aquaculture licence conditions will be based. Please review the Conditions of Licence prior to submitting your application.

SECTION B: SANITARY GROWING WATER STATUS – BIVALVES ONLY

<p>1. Is the application site or <u>any portion of it</u> located in marine waters that are classified as:</p> <p><input type="checkbox"/> Approved or Conditionally Approved for direct harvest of bivalve shellfish</p> <p><input type="checkbox"/> Restricted or Conditionally Restricted (no direct harvest of bivalve shellfish is permitted - depuration or relay may be permitted depending of the water quality sample results)</p> <p><input type="checkbox"/> Closed / Prohibited to the harvest of bivalve shellfish</p> <p><input checked="" type="checkbox"/> Unknown</p>
<p>2. Is the application site or <u>any portion of it</u> located in marine waters that are classified as:</p> <p><input type="checkbox"/> Prohibited – within 125 meters of finfish net pens</p> <p><input type="checkbox"/> Prohibited – within 125 metres of a marina</p> <p><input type="checkbox"/> Prohibited – within 125 meters of floating living accommodation</p>



SECTION C: INTERTIDAL BEACH CULTURE

1. Estimated Intertidal culture area:			hectares (culture area located between high tide and chart datum)						
2. Intertidal Area Details by Species:									
CHECK ALL THAT APPLY	SPECIES COMMON NAME	SPECIES SCIENTIFIC NAME	CURRENTLY LICENSED		FIRST YEAR THAT PRODUCTION (SALE) IS ANTICIPATED TO OCCUR	ANNUAL PRODUCTION ESTIMATE (t)	SOURCE OF STOCK BY SPECIES FOR CULTURE AT THIS SITE (CHECK ALL THAT APPLY) ¹		
			PROPOSED				Hatchery	Natural Sets on Site	Other Stock Source ²
<input type="checkbox"/>	Manila Clam	<i>Venerupis philippinarum</i>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Pacific Oyster	<i>Crassostrea gigas</i>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Annual Production estimate:						(t)			
¹ Note: The source of stock for the licensed site may require additional authority to harvest wild fish from on or off your site for use as brood stock or for on-growing, as well as specific transfer and/or import licences from Canadian Food Inspection Agency (CFIA) and the Introductions and Transfers Committee (ITC). See Section H. ² Note: Other stock source – please provide details, e.g. import, relay for on-growing, etc.									
3. Do you intend to use a Mechanical Clam Harvesting machine or 'stinger' harvest gear at this site?							<input type="radio"/> Yes	<input type="radio"/> No	



SECTION D: SUBTIDAL ON/IN BOTTOM CULTURE

1. Estimated subtidal on/in bottom culture area: hectares (for the area of the sea floor below chart datum)

What is the maximum culture depth within the proposed application area? metres

How much of the proposed application area has depths greater than 30m? hectares

2. Subtidal On/In Culture Area Details by Species:

CHECK ALL THAT APPLY	SPECIES COMMON NAME	SPECIES SCIENTIFIC NAME	CURRENTLY LICENSED		FIRST YEAR THAT PRODUCTION (SALE) IS ANTICIPATED TO OCCUR	ANNUAL PRODUCTION ESTIMATE (t)	SOURCE OF STOCK BY SPECIES FOR CULTURE AT THIS SITE (CHECK ALL THAT APPLY) ¹		
			CURRENTLY LICENSED	PROPOSED			Hatchery	Natural Sets on Site	Other Stock Source ²
<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Annual Production estimate:						(t)			

¹Note: The source of stock for the licensed site may require **additional authority** to harvest wild fish from on or off your site for use as brood stock or for on-growing, as well as specific transfer and/or import licences from Canadian Food Inspection Agency (CFIA) and the Introductions and Transfers Committee (ITC). See Section H.

²Note: Other stock source – please provide details, e.g. import, relay for on-growing, etc.

SECTION E: DEEPWATER SUSPENDED CULTURE

1. For deepwater suspended culture sites:

Estimated suspended structures culture area: **340.419** hectares

Minimum Depth below Structures at chart datum: meters, as measured from the deepest hanging trays, lines, etc. to the sea floor.

2. Deep water suspended culture area details by species:

CHECK ALL THAT APPLY	SPECIES COMMON NAME	SPECIES SCIENTIFIC NAME	CURRENTLY LICENSED		FIRST YEAR THAT PRODUCTION (SALE) IS ANTICIPATED TO OCCUR	ANNUAL PRODUCTION ESTIMATE (t)	SOURCE OF STOCK BY SPECIES FOR CULTURE AT THIS SITE (CHECK ALL THAT APPLY) ¹		
			CURRENTLY LICENSED	PROPOSED			Hatchery	Natural Sets on Site	Other Stock Source ²
<input type="checkbox"/>	Eastern Blue Mussel	<i>Mytilus edulis</i>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Western Blue Mussel	<i>Mytilus trossulus</i>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Pacific Oyster	<i>Crassostrea gigas</i>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Japanese Scallop	<i>Mizuhopecten yessoensis</i>	<input type="checkbox"/>	<input type="checkbox"/>	2020	506.25	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Pacific Scallop (hybrid)	<i>Patinopecten x.</i>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total Annual Production estimate:						506.25	(t)		

¹Note: The source of stock for the licensed site may require **additional authority** to harvest wild fish from on or off your site for use as brood stock or for on-growing, as well as specific transfer and/or import licences from Canadian Food Inspection Agency (CFIA) and the Introductions and Transfers Committee (ITC). See Section H.

²Note: Other stock source – please provide details, e.g. import, relay for on-growing, etc.



SECTION F: DOMESTIC WASTE MANAGEMENT

NOTE: Bivalve shellfish (clams, oysters, mussels, scallops) shall not be cultivated, stored, or harvested within 125 m of any floating living accommodation unless:

- the cultivated bivalves are seed <http://www.inspection.gc.ca/food/fish-and-seafood/manuals/canadian-shellfish-sanitation-program/eng/1351609988326/1351610579883?chap=3>; and
- a licence under the Management of Contaminated Fisheries Regulations (<http://www.pac.dfo-mpo.gc.ca/fm-gp/licence-permis/sci/index-eng.html>) has been obtained for the licensed area to harvest seed from a prohibited area; or
- an approved Zero Discharge Waste Management Plan is in place that reduces the prohibited harvest area to 25m.

1. Is there a floating living accommodation within the marine waters of the application area?	<input type="radio"/> Yes <input checked="" type="radio"/> No
2. If Yes, is there an approved Zero Discharge Waste Management Plan in effect for this site?	<input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A
3. Please provide description and location of sanitary (washroom) facilities for your own and staff needs:	
4. Please provide the method(s) for storage and disposal of your other waste materials. (e.g., the location of an approved landfill for disposal of your waste materials):	

SECTION G: FISHERIES PROTECTION

Fisheries and Oceans Canada – Aquaculture Management Division (DFO – AMD) is responsible for the sustainable management of aquaculture in British Columbia.

Like other types of industrial development taking place in and around water, aquaculture projects have the potential to affect fish and fish habitat.

NOTE: Please note aquaculture activities may not occur in salt marsh habitat.

Aquaculture activities must not result in harm to a Species at Risk Act (SARA) listed species, their residence, or their critical habitat, as defined in the associated Recovery Strategy, or Action Plan.

1. Intertidal Culture Operations

- a) Are you proposing to undertake: substrate modifications (i.e. constructing rock walls, trenches, berm or other substrate addition, redistribution or removal); or remote setting on your licensed area? ☐ Yes ☒ No
- b) Are you proposing to: install geoduck tubes, use rack and bag structures; use a mechanical clam harvester; and/or use a motorized vehicle (i.e. truck or ATV) or a 'stinger' (high pressure water wand harvesting gear) on your licensed area in any of the following habitats? ☐ Yes ☒ No
- i) intertidal stream channels
 - ii) eelgrass beds (*Zostera* sp.)
 - iii) fish spawning areas
 - iv) SARA listed species, critical habitat, and/or residence
- c) Are you planning to access your licensed area through a marine riparian area? ☐ Yes ☒ No

2. Suspended Culture Operations

- a) Are you proposing to install any aquaculture structures or conduct aquaculture activities (including anchor system placement) in waters shallower than the 10m bathymetric contour? ☐ Yes ☒ No
- b) Are you proposing to install any aquaculture structures or conduct aquaculture activities (including anchor system placement) in waters deeper than 10m (measured from chart datum) and over any of the following habitats? ☐ Yes ☒ No
- i) rocky reefs
 - ii) kelp beds
 - iii) eelgrass beds (*Zostera* sp.)
 - iv) fish spawning areas
 - v) glass sponge complexes (*Hexactinellidae*) and/or coral complexes
 - vi) SARA listed species, critical habitat, and/or residence

3. Subtidal On / In-Bottom Culture Operations

- a) Are you proposing to install any temporary or permanent in- or on-bottom aquaculture structures (e.g. bags on bottom, cages, nursery structures, geoduck tubes, predator netting, etc.) other than site boundary markers in any of the following important or sensitive habitats? ☐ Yes ☒ No
- i) rocky reefs
 - ii) kelp beds
 - iii) eelgrass beds (*Zostera* sp.)
 - iv) fish spawning areas
 - v) glass sponge complexes (*Hexactinellidae*) and/or coral complexes
 - vi) SARA listed species, critical habitat, and/or residence



Government
of Canada

Gouvernement
du Canada

PART V – INFORMATION FOR ALL AGENCIES

All applicable components of this application package must be complete. Incomplete applications will be returned to applicant. Applicable fees must be submitted at time of application.

Please refer to Guide to the Pacific Shellfish Aquaculture "Application Checklist" to confirm that you have completed the sections of this application that are needed for the type of application you are making (i.e. New, Amendment, Change).

PROVINCIAL FEES:

Note that the current fee schedule does not include the taxes that apply.

New site applications: http://www.for.gov.bc.ca/Land_Tenures/documents/cabinet/fees-land.pdf

Amendment applications: http://www.for.gov.bc.ca/Land_Tenures/documents/cabinet/fees-misc.pdf

FORMS OF PAYMENT:

- Cheques or Money orders must be in Canadian Funds to Minister of Finance.
FrontCounter BC will not accept personal cheques drawn on US banks, regardless of what currency.
Payment will not be accepted even if it has "CDN Funds" handwritten on the cheque.
- Debit Card (in-person only).
- Visa and MasterCard payments are accepted in-person or over the telephone. To locate a FrontCounter BC office, visit the website at <http://www.frontcounterbc.gov.bc.ca/contact/> or call the toll free number 1-877-855-1222.

PLEASE NOTE: Additional items may be required (e.g. Advertising, Security Deposit, Proof of Insurance, Letter of Consent). Some items may have additional associated costs or require additional processing time.

DISCLOSURE:

I understand that the information supplied will be used to review my applications under the BC Land Act, BC Fisheries Act, Federal Fisheries Act and the federal Navigable Waters Protection Act and information will be shared amongst the other agencies, First Nations and/or with the public.

IMPORTANT: Federal regulations require that applications submitted on behalf of a company be signed by a company director. Please email aquaculture.licensing@dfo-mpo.gc.ca for direction regarding supporting documentation.

Signature(s) of applicant(s)
or authorized representative

Printed name(s) of Applicant(s)
or authorized representative

Date

HAROLD LEIGHTON

2017/09/19

If signature is by an authorized representative please supply a letter granting authorization to act on behalf of the applicant.

NO. 1 - PENDING APPLICATION
DATE: JULY 11, 2014

Page 16 of 17

Submit completed application, and additional supporting information (if applicable) to:

BY EMAIL:

Email Subject line: **Proponent Name, Application Type** (date will be on the email)

Attachments: Prefer the application and attachment to come all in one PDF document. If not, name as following:

Proponent_Application Type_1of2

Proponent_Description of Supporting documents_2of2

Email to: **frontcounterbc@gov.bc.ca**

Fees: IF FEES ARE APPLICABLE, CLIENT MUST CONTACT FRONTCOUNTER BC BY TELEPHONE WITH CREDIT CARD INFORMATION PRIOR TO SUBMITTING THE APPLICATION ELECTRONICALLY. DO NOT INCLUDE PAYMENT (CREDIT CARD) INFORMATION VIA EMAIL OR FAX.

Application Signature: Inserting names into the Signature area of the PDF application form will be deemed as signed when document is sent by email.

IN PERSON:

Any FrontCounter BC office.

Visit **<http://www.frontcounterbc.gov.bc.ca>** for the location nearest you.

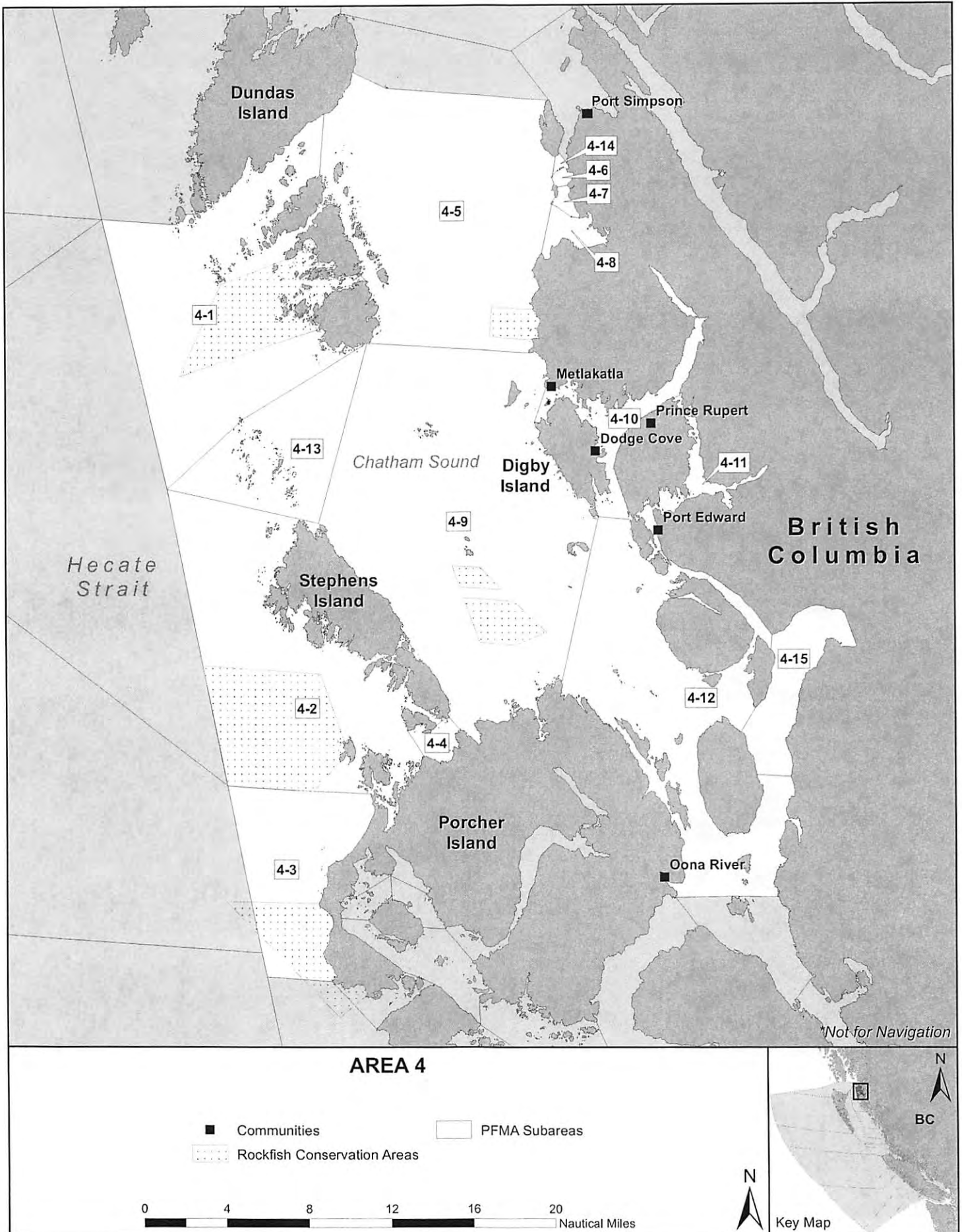
BY MAIL:

FrontCounter BC, 2080a Labieux Road, Nanaimo, BC V9T 6J9

PLEASE RETAIN A COPY OF THIS APPLICATION FOR YOUR RECORDS

APPLICATIONS ARE NOT TRANSFERABLE

THE SUBMISSION OF THIS FORM DOES NOT IN ANY MANNER CONVEY ANY RIGHTS TO USE OR OCCUPY CROWN LAND AND/OR CONDUCT REQUESTED ACTIVITIES



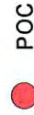


Application Area Map

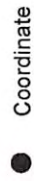
Pike Island

Legend

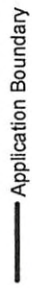
Application Coordinates



POC



Coordinate



Application Boundary



Application Polygon



N



Meters

1:20,000

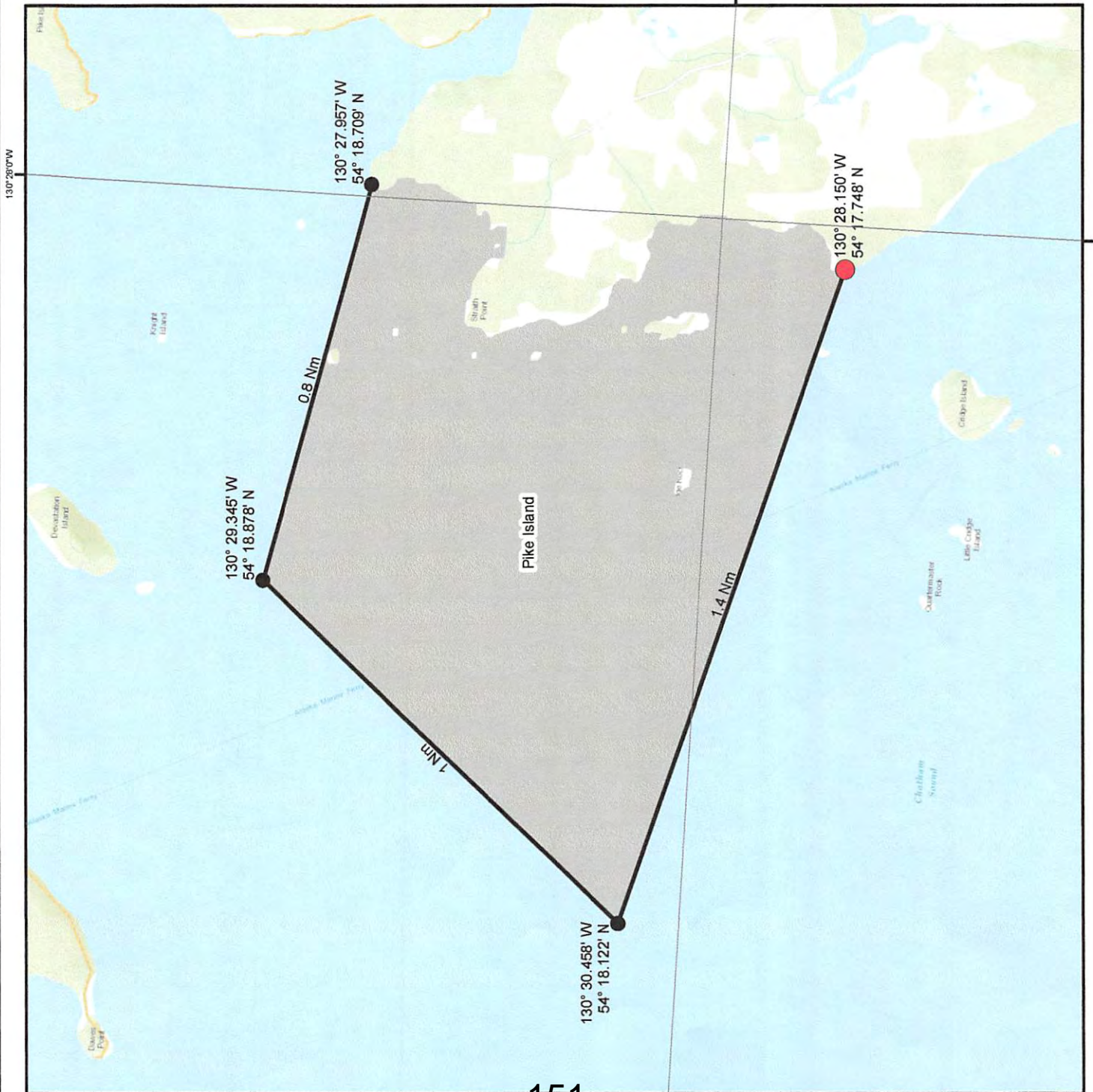
Disclaimer

This map was created using ESRI Basemaps or publicly available data from the Government of British Columbia, for the submission of a Pacific marine shellfish aquaculture application. This map may be generalized and may not reflect current conditions. Uncharted hazards exist. DO NOT USE THESE MAPS FOR NAVIGATIONAL PURPOSES.

DATUM: NAD1983

PROJECTION: NAD83_ALBERS

Key Map of British Columbia





Operational Diagram

Pike Island

Legend

Teardrop Buoy

Anchor

Long Lines

Application Coordinates

POC

Coordinate

Application Boundary

N



0 450 900

Meters

1:20,000

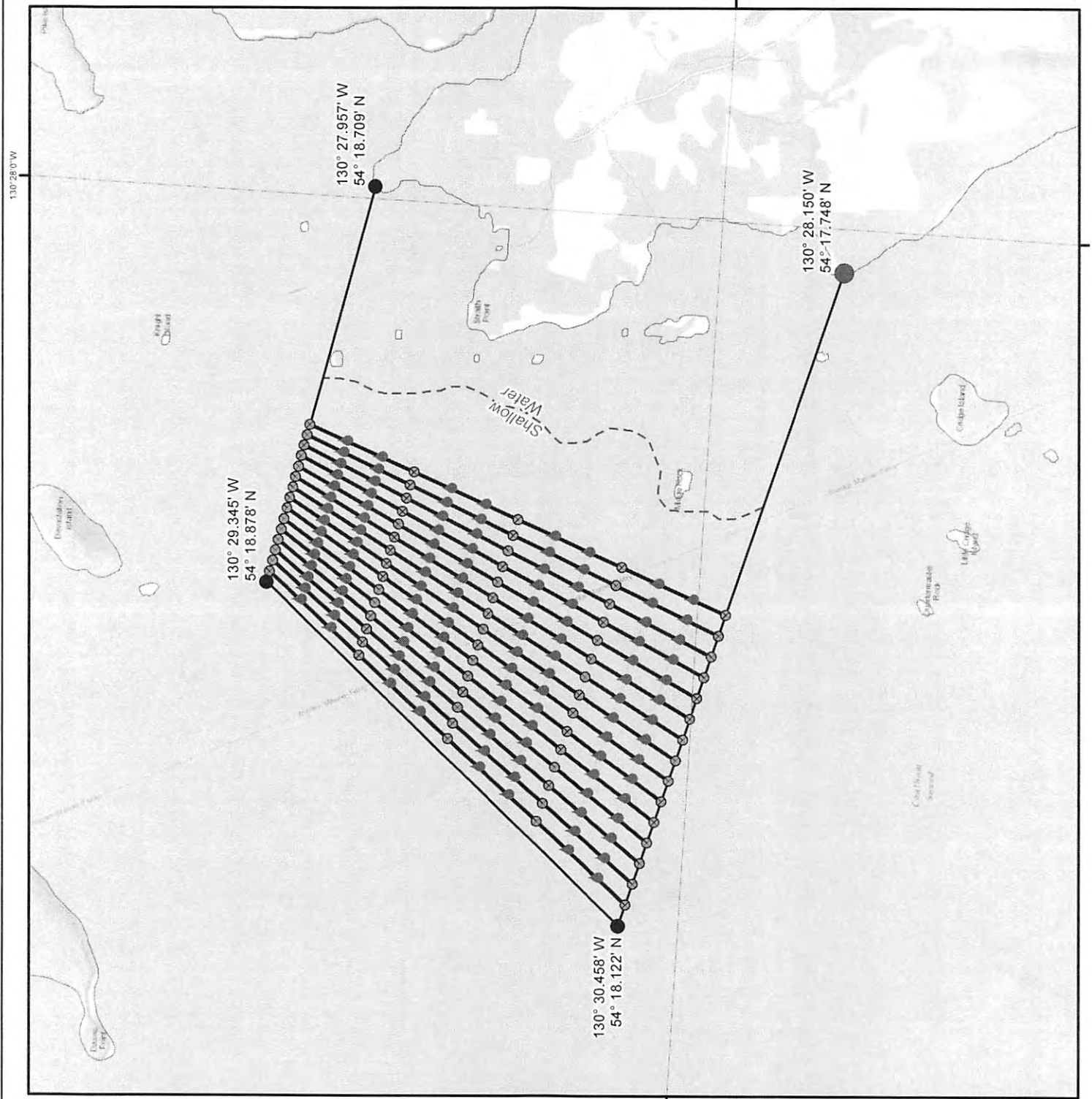
Disclaimer

This map was created using ESRI Basemaps or publicly available data from the Government of British Columbia, for the submission of a Pacific marine shellfish aquaculture application. This map may be generalized and may not reflect current conditions. Uncharted hazards exist. DO NOT USE THESE MAPS FOR NAVIGATIONAL PURPOSES.

DATUM: NAD1983

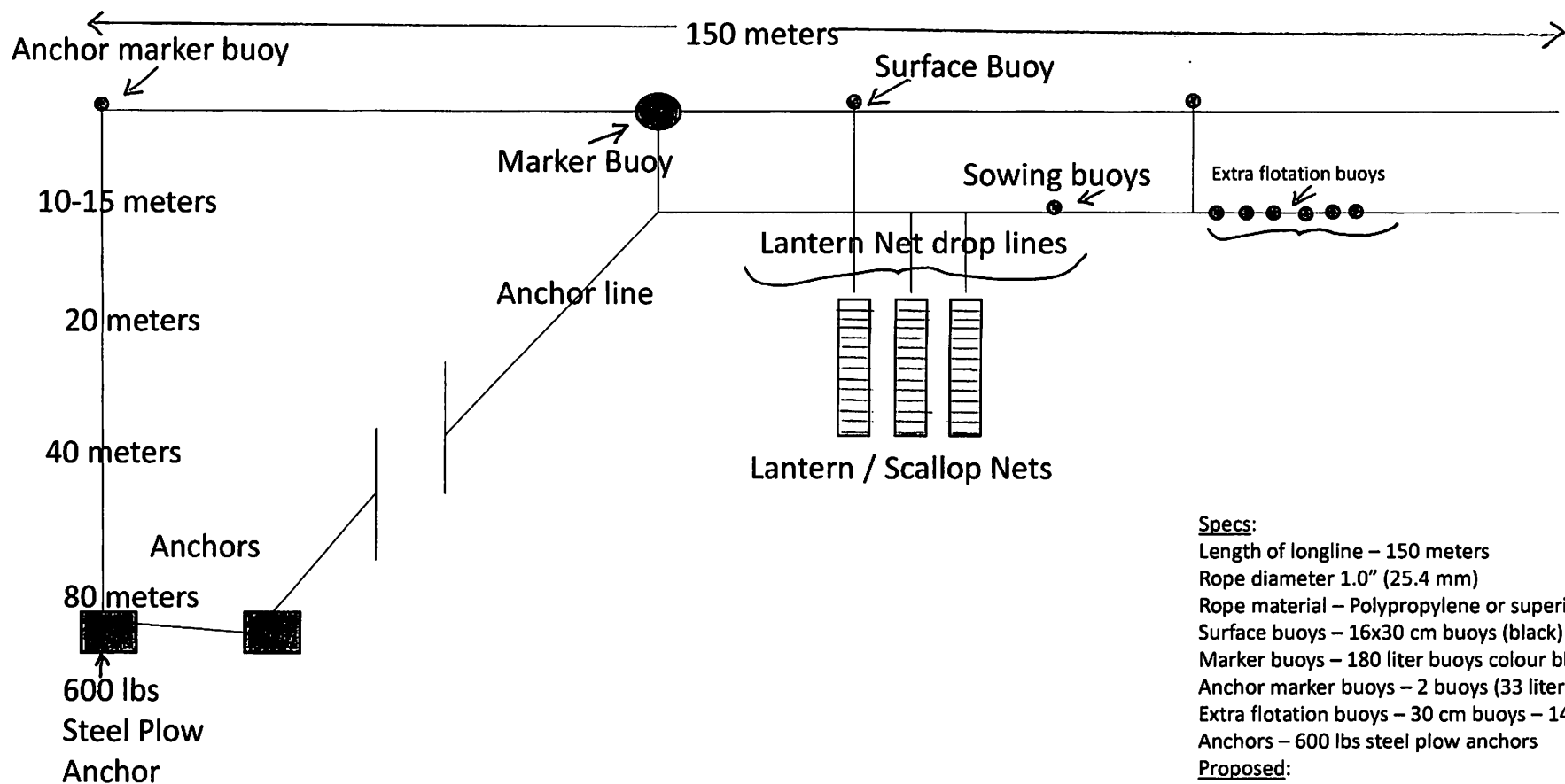
PROJECTION: NAD83_ALBERS

Key Map of British Columbia



PIKE ISLAND
ATS 2531953

SUBSURFACE SCALLOP LONGLINE SIDE VIEW



Specs:

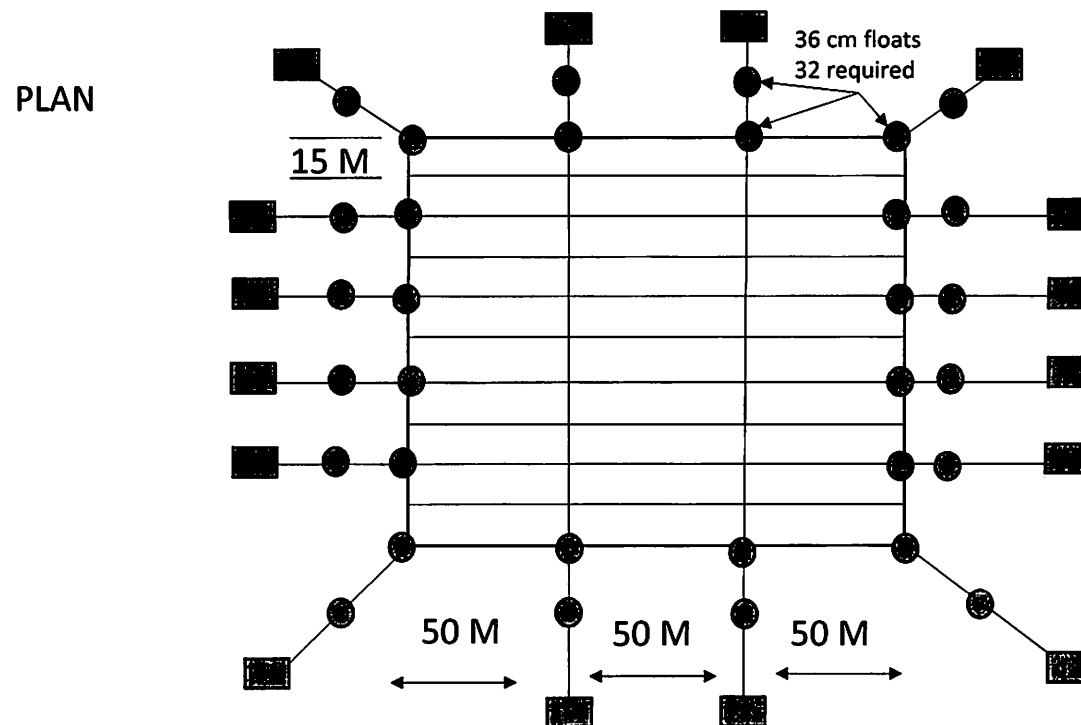
Length of longline – 150 meters
Rope diameter 1.0" (25.4 mm)
Rope material – Polypropylene or superior quality
Surface buoys – 16x30 cm buoys (black)
Marker buoys – 180 liter buoys colour blue
Anchor marker buoys – 2 buoys (33 liter)
Extra flotation buoys – 30 cm buoys – 14 liter
Anchors – 600 lbs steel plow anchors

Proposed:


60 Longlines

PIKE ISLAND
ATS 2531953

SUBSURFACE SCALLOP LONGLINE TOP VIEW



DP World Prince Rupert Fairview Container Terminal Incident

 www.dpworld.ca/dp-world-prince-rupert-fairview-container-terminal-incident/

By Angela Kirkham

DP WORLD PRINCE RUPERT

FAIRVIEW CONTAINER TERMINAL INCIDENT

21/12/2017

DP World can confirm that an incident occurred today at the Prince Rupert Fairview Container Terminal in Canada. At approximately 9:45 am local time December 21, 2017, two employees working in a specific area of the container yard were assisted in getting medical treatment at the local hospital with symptoms of respiratory irritation. Thankfully they have been discharged within hours of their arrival. We continue to check on their well-being.

Our first priority is the safety and well-being of our employees, the local community, and any others who may have been affected. As such, as part of our emergency response, DP World Prince Rupert suspended operations and immediately evacuated all personnel from the terminal's container yard.

At this early stage we do not have any confirmed information regarding the cause of the incident, but our emergency response team is endeavouring to establish the facts and is working closely with emergency services to address the situation.

DP World will issue further statements as appropriate and will also post new information to its website: www.dpworld.com <http://www.dpworld.com/>

For DP World media inquiries please contact:


Angela Kirkham, Manager Marketing and Communications

DP World Prince Rupert

604.880.7828

angela.kirkham@dpworld.com

FAIRVIEW CONTAINER TERMINAL INCIDENT – UPDATE

 www.dpworld.ca/fairview-container-terminal-incident-update/

By Angela Kirkham

December 22, 2017

DP WORLD PRINCE RUPERT

FAIRVIEW CONTAINER TERMINAL INCIDENT – UPDATE

22/12/2017

DP World can confirm that an incident occurred yesterday at the Prince Rupert Fairview Container Terminal in Canada. At approximately 9:45 am local time December 21, 2017, two employees working in a specific area of the container yard were assisted in getting medical treatment at the local hospital with symptoms of respiratory irritation. Thankfully they have been discharged within hours of their arrival. We continue to check on their well-being.

Our first priority is the safety and well-being of our employees, the local community, and any others who may have been affected. As such, as part of our emergency response, DP World Prince Rupert suspended operations and as a precaution immediately evacuated all personnel from the terminal's container yard.

Our incident command management team also brought an external Industrial Hygienist to conduct on-site assessments and air quality monitoring. The source of the hazmat incident, an improperly secured ventilation hatch, on a tank containing Butyl Acetate – a chemical used as synthetic fruit food flavouring – was identified and quickly remedied.

Further assessments and air quality monitoring were conducted and the Industrial Hygienist declared the site safe at 8.00pm on Thursday, December 21 local time, with no inhalation hazard to the neighboring community related to this incident. The terminal returned to normal operations 7.00am Friday, December 22.

For media inquiries please contact:

Angela Kirkham, Manager Marketing and Communications

DP World Prince Rupert

604.880.7828

angela.kirkham@dpworld.com

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

If you are using an earlier version, you will not be able to save any information you enter into the form.
 Adobe Reader is a free download available at: <http://www.adobe.com/products/acrobat/readstep2.html>

**1. Applicant Profile**

Community name (local government):

North Coast Regional District

2. Primary Contact Information

Primary contact (for this application): Daniel Fish	Position/title: Corporate Officer
Telephone: 250 624-2002 ext 2	Email: dfish@sqcrd.bc.ca

3. Planned Economic Development Goals and Activities

Briefly describe the economic development goals you will be focused on this year and the activities you will be undertaking to achieve those goals.

Misty Isles Economic Development Society is owned and incorporated by the local governments on Haida Gwaii and provides services in grant writing, and economic development and tourism marketing for the communities of Masset, Port Clements, Queen Charlotte and the electoral areas of the North Coast Regional District (Areas D and E). The Society also collaborates with the communities of Skidegate, Old Massett, and the Council of the Haida Nation on tourism and economic development initiatives which include:

*the promotion of Northern Development, ViaSport, Invest Agriculture, Coast Opportunities Fund, New Relationship, Gwaii Trust and other funding source opportunities and programs, including writing grant applications

*The growth and maintenance of the Love Haida Gwaii site and local business marketing campaigns including at least one annual marketing and promotional event for small independent businesses,

*Tourism marketing campaign in partnership with the Council of the Haida Nation, Destination BC and Haida Heritage Centre and Museum

*Completing the obligations of an offer by the Province of BC for a Community Forest on Haida Gwaii with revenues that would flow to the local governments comprising the society

*Opportunities to showcase Haida Gwaii supplier businesses on the 'Supply Chain Connector' website

*Maximising grant opportunities to the non-for-profit societies and local governments of Haida Gwaii

*collaboration with visitor information centres and Indigenous economic development corps on Haida Gwaii

*business support in collaboration with Community Futures offices that serve Haida Gwaii

*tourism surveys

In addition the North Coast Regional District Economic Development Plan for the mainland electoral areas of Dodge Cove (A) and Oona River (C) as well as Haida Gwaii electoral areas is attached. The NCRD intends to retain 50% (\$25,000) of the grant and has issued a contract as attached.

+ Please attach a copy of your economic development plan to this application (please contact Northern Development staff if you require more information)

4. Eligible and Ineligible Costs

Eligible costs

- Staff salaries or consulting fees to support economic development officer position(s)
 - Up to \$45,000 to support dedicated economic development officer position(s)
 - Up to \$22,500 to support a combined position where the economic development portion is at least 50% of the workload e.g., economic development/deputy corporate officer, economic development/planning officer, economic development/grant writing. A copy of the job description specifying the % of time allocated to each of the combined roles must be provided to Northern Development to be eligible for the rebate
- Operational costs directly supporting an economic development office
- Costs associated with hosting Northern Development economic development interns during community work placements (does not include local government management or planning interns)
- Development/update of a formal economic development plan (a copy of the completed plan must be provided to Northern Development)
- Implementation of activities in an economic development plan (as long as they do not conflict with ineligible costs)
- Collaboration with another local government, First Nations band, non-profit organization, or tourism or industry association (as long as they do not conflict with ineligible costs)

Ineligible costs

- Local government operational costs including:
 - Visitor centre, info centre, chamber of commerce, and community forest costs
 - Grants in aid or sponsorships
 - Repairs, maintenance, and beautification
 - Postage, phone, office space rental, and photocopying
 - Regular website maintenance and website hosting (other than Love Northern BC website hosting which can be claimed as a collaborative cost)
 - Memberships (other than BC Economic Development Association)
 - Remuneration and travel of elected officials and non-economic development staff
 - Office equipment or office furniture
 - Costs related to recruiting, hiring, relocating, or terminating economic development staff
- Salary costs for combined chief administrative officer/economic development and chief financial officer/economic development positions
- Salary costs for local government staff that are not dedicated to economic development or where economic development is less than 50% of the total workload for a combined position
- Grant writer wages or contract fees
- Costs being claimed under any other Northern Development funded project
- Costs associated with projects that would be eligible and qualify for funding under other Northern Development programs
- Hospitality costs including meals or alcohol, lodging, clothing and uniforms and all giveaways
- Purchases of equipment or tools
- In-kind labour or monetized donations
- GST and PST
- Costs incurred for electoral areas outside of Northern Development's region
- Costs incurred in time periods outside the year approved for funding support

5. Economic Development Staffing

➤ Please refer to the [Economic Development Capacity Building Application Guide](#) for eligible and ineligible costs.

Economic development staffing – dedicated position(s):		% Economic Development:	Proposed budget/amount:
#1 Name: Janine North Job title: Executive Director		100 %	\$ 81,484
#2 Name: Jennifer Bailey Job title: Tourism Coordinator		100 %	\$ 45,500
#3 Name: Alanah Mountifield Job title: Marketing and Admin Manager		100 %	\$ 28,158
Economic development staffing – combined position:	Total Salary:	% Economic Development:	Proposed budget/amount:
Name:	\$ 0	50.00%	\$ 0
Job title:		(minimum 50%)	
SUBTOTAL			\$ 155,142
Potential Rebate ➤ If the calculated potential rebate is \$45,000, please do not enter any information in section 6 and skip to section 7.			\$ 45,000

6. Economic Development Activities

➤ Please refer to the [Economic Development Capacity Building Application Guide](#) for eligible and ineligible costs.

Economic development activity description:	Lead contact name responsible for delivering the activity: (staff member/consultant/organization)	Proposed budget/amount:
➤ Please do not enter collaborative projects that will be identified in Section 7. ➤ Activities identified below must support item(s) specified in the economic development plan (required attachment).		
2018 project budget (not including salaries, other Northern Development grants and collaborative funding) as per attached		\$ 43,433
North Coast RD project budget for consultant for Oona River and Dodge Cove economic development work		\$ 25,000
		\$ 0
		\$ 0
		\$ 0
		\$ 0
		\$ 0
SUBTOTAL		\$ 68,433

7. Economic Development Collaboration

✦ Applicants may collaborate with another local government, First Nations band, non-profit organization, tourism or industry association on economic development projects and initiatives. Please outline any specific projects or initiatives that will be undertaken this year.

✦ Please refer to the [Economic Development Capacity Building Application Guide](#) for eligible and ineligible costs.

Partner(s):	Concise description of collaborative project or initiative:	Lead contact name responsible for delivering the activity: (staff member/consultant/organization)	Proposed budget/amount:
1) Destination BC	Tourism Marketing including 2 issues per year of a Haida Gwaii Trip Planning Magazine (20,000 circulation), trade shows etc	Jennifer Bailey/Janine North	\$ 54,568
2) Love Haida Gwaii	Marketing promotions and increasing membership	Alanah Mountfield	\$ 3,000
3)			\$ 0
4)			\$ 0
5)			\$ 0
SUBTOTAL			\$ 57,568

8. Economic Development Spending Summary

	Proposed budget/amount:
Economic development staffing:	\$ 155,142
Economic development activities:	\$ 68,433
Economic development collaboration:	\$ 57,568
TOTAL PROPOSED/BUDGETED SPEND:	\$ 281,143

9. Total Funding Request

✦ A maximum annual grant of \$50,000 is available under the Economic Development Capacity Building program per local government. Based on the information provided within this application, the breakdown of the funding request is as follows:

	Amount (\$):
Collaborative funding:	\$ 50,000
Economic development funding:	\$ 0
TOTAL FUNDING REQUEST:	\$ 50,000

10. Attachments

✦ Please list all documents attached to this application:

Document name:

- ☐ 1) **Required:** Economic development plan
 ✦ Please contact Northern Development staff should you require more information prior to submitting this application.
- ☐ 2) **Required (if applicable):** Job description for combined position(s) specifying % spent on economic development
- 3) Economic Development plan previously submitted (2016 still applies and 100% of all staff time is spent on Ec. Dev)
- 4)

11. Application Confirmation

I have read and understand the [Economic Development Capacity Building Application Guide](#) including the eligible and ineligible costs.

I confirm that the information in this application is accurate and complete, including attachments.

I agree that once funding is approved, any change to the project proposal will require prior approval of Northern Development Initiative Trust (Northern Development).

I agree to submit reporting materials as required by Northern Development, and where required, financial accounting for evaluation of the activity funded by Northern Development.

I understand that the information provided in this application may be accessible under the Freedom of Information (FOI) Act.

I authorize Northern Development to make enquiries, collect and share information with such persons, firms, corporations, federal and provincial government agencies/departments and non-profit organizations, as Northern Development deems necessary for decision, administration, and monitoring purposes for this project.

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

If approved for economic development capacity building funding, our organization agrees to submit a report by January 31st of the following year including:

1. Provide reporting on the impacts of economic development activities for the year of this application.
2. Provide financial reporting using Northern Development's reporting form, including a project/economic development ledger demonstrating costs were incurred with invoice copies as requested and pay stub(s) if applicable.

By checking the box, the local government confirms the above information:

☒ Date: January 4, 2018

12. Submitting Your Application

Completed funding application forms with required attachments should be provided electronically to Northern Development by email.

Email: info@northerndevelopment.bc.ca

MIEDS 2018 Budget



	2018 Budget
Revenues	
Communities - (Economic Development Funding)	175,000.00
Northern BC Tourism Co-op Marketing Program)	49,791.25
NDIT Local Govt Grant Writer Funding	37,190.00
Gwaii Trust Grant	10,000.00
Community Forest Recovery	27,000.00
Love Haida Gwaii - New Signups	500.00
Investment Interest	200.00
Office Rental (CFDC)	7,110.00
Love Haida Gwaii Funding (NDI)	1,200.00
Total Revenue	307,991.25
Personnel	
Personnel / Salary Expense (Executive Director, Admin, Grant Writer, Tourism Coordinator, Employee Benefits and Employer Contribution)	\$ 206,990.13
Total Personnel Expense	\$ 206,990.13
Operational	
Admin Fees & Legal	600.00
Advertising/Promotion	500.00
Website (MIEDS)	100.00
AGM	-
Insurance	1,850.00
Interest & Bank Charges	400.00
Equipment & Furnishings Purchase	5,000.00
Office Supplies	1,400.00
Photocopying/Printing/Postage	1,500.00
Telephone/Internet	2,700.00
Meetings & Functions	1,000.00
Travel	6,861.00
Utilities	1,400.00
Rent	16,200.00
Repairs/Maintenance	921.75
GST Expense	3,000.00
Total Operations	43,432.75
Total Personnel & Operations	250,422.88
Projects	
Community Forest (applied to separate budget)	-
Tourism	57,568.37
Total Projects	57,568.37
Total Expenses	307,991.25
Surplus/-Deficit	-

North Coast Regional District 2018 Economic Development Work Plan

Throughout 2018 the North Coast Regional District (NCRD) aims to identify, support and mobilize economic development initiatives and activities in its mainland and island electoral areas – Dodge Cove (A), Oona River (C), Rural Graham Island (D), and Sandspit (E). Specifically, the NCRD will work to: foster collaborative relationships between member municipalities and electoral areas; develop and sustain a diversified economy for residents, businesses and government; provide a link to regional economic development initiatives; and provide leadership and coordination to NCRD communities.

Economic Development Work Plan for NCRD Electoral Areas A and C:

Dodge Cove and Oona River are two remote coastal communities in northern B.C. Both communities are located only a short distance from the City of Prince Rupert and are only accessible via float plane, ferry or helicopter. Currently, due to the unique geographic location and associated transportation challenges, neither community supports any type of commercial or industrial activity. Key economic activities for the NCRD throughout 2018 include developing an economic development strategy for Dodge Cove and Oona River. The NCRD is exploring the feasibility of an ongoing, scheduled ferry passenger service from the mainland area in Prince Rupert to both communities, under the provision that increased transportation opportunities will allow for future commercial and industrial development, as well as present a viable opportunity to develop a strong local tourism industry.

Work completed in 2017 on this project has led staff to investigating the feasibility of establishing separate services for both communities, as the level and cost of service for both differ greatly. Community meetings have been held to discuss a proposed service.

Economic Development Work Plan for NCRD Electoral Areas D and E:

As the Misty Isles Economic Development Society (MIEDS) continues to work on economic development projects such as Love Haida Gwaii and Business Walks, tourism on Haida Gwaii and the establishment of a community forest tenure, additional support, in particular with regard to the establishment of a community forest tenure, is needed from the NCRD. This requires increased participation in administrative discussions surrounding the community forest, as well as further research as to how the NCRD will be impacted by the establishment of this tenure. Please see MIEDS work plan.

Economic Development Work Plan for all NCRD Electoral Areas

At present, the prospect of a thriving export industry in the northwest region of B.C. is viable as the Prince Rupert Port continues to expand. Given the thriving industry, it is anticipated that resource industries will continue to flourish. The NCRD, with an expanse of bare coastal lands, is able to offer a number of benefits for industry with regard to development, logistics and marine-efficiencies.

In the interim, it is the responsibility of the NCRD to provide input to and participate in the various environmental assessment processes that are currently underway or planned for the proposed industrial development projects slated for the region. The NCRD views participation in these processes for various development projects as an economic development initiative.



NORTH COAST REGIONAL DISTRICT
14-342 3rd Avenue West Prince Rupert, BC V8J 1L5
Phone: (250) 624-2002 Fax: (250) 627-8493
Website: www.sqcrd.bc.ca

December 6, 2017

RECEIVED DEC 27 2017

Morganne Williams
9-20 Clifford Street
Kitimat, B.C. V8C 1B4

Re: 2018 Short-Term Contract for Economic Development Services

Dear Morganne,

This letter will confirm that the North Coast Regional District (NCRD) wishes to contract with you on a short-term basis to conduct various economic development work for the NCRD and its Electoral Areas A (Dodge Cove) and C (Oona River).

Your main responsibilities throughout the term of this contract include:

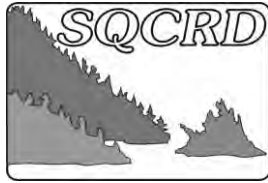
- Participating in the development of the North Coast Regional District Electoral Areas A & C Passenger Ferry Service Project;
- Participating in and reporting on the environmental assessment process for major development projects in the region;
- Researching and reporting on various economic development issues as they arise;
- Collaborating with various economic development stakeholder groups, as needed, in particular with the Misty Isles Economic Development Society; and
- Present and respond to questions of the Board as they relate to the economic development service.

The NCRD will compensate you at the rate of forty (\$40) dollars per hour for all work related to these responsibilities to a maximum of 400 hours, unless otherwise directed by the NCRD. The work is to take place between January 1, 2018 and December 31, 2018 and may be extended if further funding is available or if additional work is required. The NCRD will reimburse you for all reasonable costs related to this work.

You will be required to submit a monthly invoice outlining the hours and summary of the work performed as well as all travel expenses claimed. You may submit your invoices directly to accountspayable@sqcrd.bc.ca.

For this contract you will work under the guidance of the Chief Administrative Officer and Corporate Officer. Upon acceptance of this contract please contact me directly to discuss the upcoming work.

Continued on Page 2



NORTH COAST REGIONAL DISTRICT

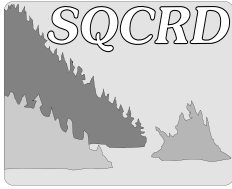
2018 BOARD MEETING SCHEDULE

	<u>Date</u>	<u>Meeting Type</u>	<u>Time</u>	<u>Location</u>
*	January 26	NCRD Regular Board	7:00 PM	Prince Rupert
		NW Regional Hospital District		Terrace
Sat	January 27	NCRD Special Board (Budget)	10:00 AM	Prince Rupert
*	February 23	NCRD Regular Board	7:00 PM	Prince Rupert
Sat	February 24	NCRD Special Board (Budget)	10:00 AM	Prince Rupert
Thurs	March 8	NCRD Special Board (Budget)	7:00 PM	Teleconference
*	March 23	NCRD Regular Board	7:00 PM	Prince Rupert
		NW Regional Hospital District		Terrace
	April 13 - 15	AVICC AGM and Convention		Victoria
*	April 20	NCRD Regular Board	7:00 PM	Port Clements
Sat	April 21	Committee of the Whole Meeting	10:00 AM	Port Clements
	May 7 - 10	NCLGA AGM and Convention		Terrace
*	May 25	NCRD Regular Board	7:00 PM	Prince Rupert
		NW Regional Hospital District		Terrace
*	June 15	NCRD Regular Board	7:00 PM	Oona River
	July	No meeting scheduled		
*	August 17	NCRD Regular Board	7:00 PM	Prince Rupert
		NW Regional Hospital District		Terrace
Sat	August 18	Committee of the Whole Meeting	10:00 AM	Prince Rupert
	September 10 - 14	UBCM Convention		Whistler
*	September 21	NCRD Regular Board	7:00 PM	Prince Rupert
*	October 12	NCRD Regular Board	7:00 PM	Prince Rupert
		NW Regional Hospital District		Terrace
*	November 16	NCRD Statutory Board	7:00 PM	Prince Rupert
	November 16	NCRD Regular Board	Following RD stat	Prince Rupert
*	December 14	NCRD Regular Board	7:00 PM	Prince Rupert

Notes:

* Depicts the Regular SQCRD Board meetings.

Dates in bold coincide with the North West Regional Hospital District Board meetings and are subject to change following the adoption of the NWRHD meeting schedule.



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December 14, 2017

District of Port Edward
PO Box 1100
Port Edward, B.C. V0V 1G0

Attention: District of Port Edward Council

Dear Mayor and Council:

Re: Letter of Support for North Pacific Cannery

On behalf of the Board of the North Coast Regional District (NCRD), I am writing to express our support for the application by the District of Port Edward to the Rural Dividend Fund to generate funds to restore some of the buildings located at the North Pacific Cannery.

Cannery life is an important aspect of our nation's history. It has been an integral part of life on BC's north coast for generations. Many people and families from our region—and their ancestors—worked and lived at the fish canneries located on or near the mouth of the Skeena River and other areas in the coast. North Pacific Cannery is the last remaining intact fish cannery preserved in our region, and is therefore a vital storehouse of memory, tradition and artifacts.

We need to preserve our heritage and our stories. North Pacific Cannery is an essential part of the cultural identity for diverse groups representing a broad spectrum of ethnic heritage. In its ability to link people of disparate backgrounds to form a robust and productive community, North Pacific Cannery reflects in some part the vision of the United Nations itself.

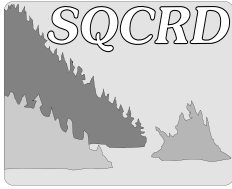
In conclusion, the Board of the NCRD fully supports the District of Port Edward's application.

Should you have any questions, please do not hesitate to contact the office of the NCRD.

Best regards,

NORTH COAST REGIONAL DISTRICT

Barry Pages
Chair



NORTH COAST REGIONAL DISTRICT
14 – 342 West 3rd Avenue, Prince Rupert, B.C. V8J 1L5
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January 22, 2018

Port of Prince Rupert
200-215 Cow Bay Rd.
Prince Rupert, B.C. V8J 1A2

Attention: Dave Charlton, Director, Port Operations & Harbour Master

Dear Mr. Charlton:

Re: January 15, 2018 NCRD & PRPA Meeting

On behalf of the Board and staff at the North Coast Regional District (NCRD), I would like to take this opportunity to thank you, and your staff, for taking the time to meet with us on January 15, 2018, to discuss shared areas of interest, namely emergency preparedness in the north coast region.

The NCRD believes that fostering a collaborative relationship between both parties will ensure that emergency planning is coordinated between agencies and will, ultimately, reduce potential losses in the event of an emergency.

The NCRD is hopeful that the Port of Prince Rupert will continue to engage and collaborate with the NCRD on projects and initiatives related to emergency preparedness and operations well into the future.

Should you have any questions, or wish to discuss any of the above further, please do not hesitate to contact the office of the NCRD.

Best regards,

NORTH COAST REGIONAL DISTRICT

Doug Chapman
Chief Administrative Officer

Cc: PRPA Board of Directors
NCRD Board