



**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT
REGULAR BOARD MEETING AGENDA**
344 2nd Avenue West, Prince Rupert, B.C.
Friday, March 20, 2015 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 Skeena-Queen Charlotte Regional District Board held February 20, 2015 | Pg 1-10 |
| 3.2 | Minutes of the Special (Budget) Meeting of the Skeena-Queen Charlotte Regional District Board held March 7, 2015 | Pg 11-17 |
| 3.3 | <p>Rise and Report – February 20, 2015 <i>(to be read by Chair – no motion required)</i></p> <p>MOVED by Director Nobels, SECONDED by Director Kinney, that the staff report entitled “2015 Grant Writer Contract” be received;</p> <p>AND THAT staff be authorized to sign the 2015 Grant Writer Contract on behalf of the Skeena-Queen Charlotte Regional District.</p> <p>IC015-2015 CARRIED</p> <p>MOVED by Director Nobels, SECONDED by Director Kinney, that the verbal report from staff entitled “2015 Planning Interim Program Extension” be received.</p> <p>IC016-2015 CARRIED</p> <p>MOVED by Director Racz, SECONDED by Director Brain, that the Board of the Skeena-Queen Charlotte Regional District authorize the use of \$8,500 to fund an interim planning position for the period of May 1 to June 30, 2015.</p> <p>IC017-2015 CARRIED</p> | Verbal |

4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

| | | |
|-----|--|----------|
| 4.1 | Minutes from the February 2, 2015 Regular meeting of the Sandspit Community Hall Committee | Pg 18-19 |
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5. DELEGATIONS

| | | |
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| | None. | --- |
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6. FINANCE

| | | |
|-----|---|-------|
| 6.1 | J. Musgrave, Administrative Assistant – Cheques Payable over \$5,000 for February, 2015 | Pg 20 |
|-----|---|-------|

7. CORRESPONDENCE

| | | |
|-----|--|----------|
| 7.1 | Ministry of Transportation and Infrastructure – Submission to B.C. on the Move | Pg 21 |
| 7.2 | Emergency Management BC – Spring 2015 Senior and Elected Officials Workshops | Pg 22-23 |
| 7.3 | Nathan Cullen, MP – Support for Bill C-628 | Pg 24-25 |

8. REPORTS / RESOLUTIONS

| | | |
|-----|---|----------|
| 8.1 | K. Mellor, Chief Administrative Officer – Jungle Beach Agreement | Pg 26 |
| 8.2 | K. Mellor, Chief Administrative Officer – Sandspit Water System | Pg 27 |
| 8.3 | K. Mellor, Chief Administrative Officer – Accountability Standards for Regional District Committees and Commissions Amendment | Pg 28-32 |
| 8.4 | D. Fish, Deputy Corporate Officer – Haida Gwaii Regional Recreation Service & Commission | Pg 33-35 |
| 8.5 | D. Fish, Deputy Corporate Officer – 2015 UBCM Convention | Pg 36-37 |
| 8.6 | D. Fish, Deputy Corporate Officer – April 2015 SQCRD Regular Board Meeting – Mainland Directors' Travel | Pg 38-54 |
| 8.7 | L. Neville, Recreation Coordinator – February 2015 Haida Gwaii Regional Recreation Coordinator's Report | Pg 55-60 |
| 8.8 | M. Williams, Planner – Sandspit Evacuation Site Update | Verbal |

9. BYLAWS

| | | |
|-----|---|-----------|
| 9.1 | Bylaw No. 596, 2015 – Being a bylaw to adopt the five-year financial plan for the years 2015 to 2019 <i>Prior to being given 1st, 2nd, 3rd readings and adoption.</i> | Pg 61-105 |
|-----|---|-----------|

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

| | | |
|------|---|------------|
| 10.1 | M. Williams, Planner – License of Occupation, Industrial – Against the Grain Forest Products Ltd. | Pg 106-117 |
| 10.2 | M. Williams, Planner – License of Occupation, Urban Residential – MacDonald | Pg 118-125 |
| 10.3 | M. Williams, Planner – License of Occupation, Urban Residential - Gibson | Pg 126-132 |

11. NEW BUSINESS

| | | |
|------|---|------------|
| 11.1 | Directors' Reports | Verbal |
| 11.2 | Old Massett Village Council application to Northern Development Initiative Trust's Economic Diversification Infrastructure Program – Old Massett Cabinetry Investment | Pg 133-147 |
| 11.3 | Community Passenger Ferry Service Study | Pg 148-165 |

12. OLD BUSINESS

| | | |
|------|---|--------|
| 12.1 | Haida Gwaii Regional Recreation Commission – Moresby Island Travel Fund | Pg 166 |
| 12.2 | M. Williams, Planner – Haida Gwaii Fire Dispatch | Verbal |

13. PUBLIC INPUT

14. IN-CAMERA

| | |
|---|--|
| That the public be excluded from the meeting according to section 90(1)(a)(c) and (g) of the <i>Community Charter</i> “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,” “labour relations or other employee relations” and “litigation or potential litigation affecting the municipality.” | |
|---|--|

15. ADJOURNMENT**NEXT REGULAR MEETING:**

**SQCRD Board Meeting
Friday, April 24, 2015
At 7:00 p.m.
In the Village of Masset**



SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

MINUTES of the Regular Meeting of the Board of Directors of the Skeena-Queen Charlotte Regional District (SQCRD) held at 344 2nd Avenue West, Prince Rupert, B.C. on Friday, February 20, 2015 at 7:00PM.

PRESENT

PRIOR TO ADOPTION

| | |
|------------|--|
| Chair | B. Pages, Village of Masset |
| Vice Chair | D. Nobels, Electoral Area A |
| Directors | L. Brain, City of Prince Rupert N. Kinney, City of Prince Rupert D. Franzen, District of Port Edward I. Gould, Village of Port Clements G. Martin, Village of Queen Charlotte L. Budde, Alternate, Electoral Area C M. Racz, Electoral Area D B. Beldessi, Electoral Area E |
| Staff | K. Mellor, Chief Administrative Officer D. Fish, Deputy Corporate Officer M. Williams, Planner |
| Public | 0 |
| Media | 1 |

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

2. AGENDA

2.1 MOVED by Director Brain, SECONDED by Director Kinney, that the amended agenda be further amended and adopted to include the following:

- 8.9 Director Racz – Northern Development Initiative Trust
- 11.2 Tlell Fire
- 12.3 Correspondence to Honourable Minister Rich Coleman
- 12.4 Environmental Assessment Review Process and Correspondence from Planner

084-2015

CARRIED

3. MINUTES & BUSINESS ARISING FROM MINUTES

3.1 Minutes of the Regular Meeting of the Skeena-Queen Charlotte Regional District Board held January 23, 2015

MOVED by Director Nobels, SECONDED by Director Beldessi, that the minutes of the January 23, 2015 Skeena-Queen Charlotte Regional District Regular Board meeting be adopted as presented.

085-2015

CARRIED

- 3.2 Minutes of the Special (Budget) Meeting of the Skeena-Queen Charlotte Regional District Board held January 24, 2015

MOVED by Director Kinney, SECONDED by Director Franzen, that the minutes of the January 24, 2015 Skeena-Queen Charlotte Regional District Special (Budget) Board meeting be adopted as presented.

086-2015

CARRIED

- 3.3 Rise and Report – January 23, 2015

MOVED by Director Gould, SECONDED by Director Nobels, that the staff report entitled “Northwest B.C. Resource Benefits Alliance Update” be received;

AND THAT staff be directed to continue to participate with the Northwest B.C. Resource Benefits Alliance with the objective of entering into a Framework Agreement with the Province of British Columbia.

IC004-2015

CARRIED

MOVED by Director Beldessi, SECONDED by Director Racz, that the staff report entitled “Sandspit Community Hall Standing Committee Appointments” be received;

AND THAT the Board appoint the following individuals to serve as members of the Sandspit Community Hall Standing Committee for a term of three (3) years:

- Gail Henry
- Carole Bowler
- Mirjam Prudhomme
- Karen Prudhomme

IC006-2015

CARRIED

087-2015

CARRIED

4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

- 4.1 Minutes of the Electoral Area Advisory Committee meeting held October 9, 2014

MOVED by Director Franzen, SECONDED by Director Racz, that the minutes of the October 9, 2014 Electoral Area Advisory Committee meeting be received as presented.

088-2015

CARRIED

4.2 Recommendations coming forward from the January 29, 2015 Electoral Area Advisory Committee Meeting

MOVED by Director Nobels, SECONDED by Director Racz, that the recommendations coming forward from the January 29, 2015 Electoral Area Advisory Committee meeting be received;

AND THAT the Board of the Skeena-Queen Charlotte Regional District support the GwaiiTel Society's funding application to Northern Development Initiative Trust's Economic Diversification Infrastructure program in the amount of \$30,000.

089-2015

CARRIED

MOVED by Director Nobels, SECONDED by Director Racz, that the Board of the Skeena-Queen Charlotte Regional District not support an increase in 2015 funding assistance to the Haida Gwaii Museum through an increase in taxation;

AND THAT the Skeena-Queen Charlotte Regional District provide an in-kind donation to the Haida Gwaii Museum through the use of the Skeena-Queen Charlotte Regional District's 2015 Grant Writer.

090-2015

CARRIED

MOVED by Director Nobels, SECONDED by Director Racz, that the Board of the Skeena-Queen Charlotte Regional District support the Haida Gwaii Museum's funding application to Northern Development Initiative Trust's Marketing Initiatives program in the amount of \$7,500;

AND THAT the Skeena-Queen Charlotte Regional District provide an in-kind donation to the Haida Gwaii Museum through the use of the Skeena-Queen Charlotte Regional District's 2015 Grant Writer.

091-2015

CARRIED

MOVED by Director Nobels, SECONDED by Director Racz, that the Board of the Skeena-Queen Charlotte Regional District request that Northern Development Initiative Trust allow for the annual rollover of funds in the Skeena-Queen Charlotte Regional District nominal account.

092-2015

CARRIED

4.3 Minutes of the Regional Recycling Advisory Committee meeting held January 21, 2015

MOVED by Director Franzen, SECONDED by Director Nobels, that the minutes of the January 21, 2015 Regional Recycling Advisory Committee meeting be received as presented.

093-2015

CARRIED

4.4 Recommendations coming forward from the February 18, 2015 Regional Recycling Advisory Committee Meeting

MOVED by Director Franzen, SECONDED by Director Kinney, that the recommendations coming forward from the February 18, 2015 Regional Recycling Advisory Committee Meeting be received.

094-2015

CARRIED

5. DELEGATIONS**5.1 G. Young, Business Development Manager, ePact Network Ltd. – ePACT Network**

Graham Young, Business Development Manager for ePACT Network, addressed the Board of the Skeena-Queen Charlotte Regional District, via teleconference, in regard to the ePACT Network.

Mr. Young stated that ePACT is developed as a communications platform for emergencies to navigate unexpected events, increase safety and provide the best possible outcome in any crisis, large or small.

The Chair thanked Mr. Young for presentation.

6. FINANCE**6.1 J. Musgrave, Administrative Assistant - Cheques Payable over \$5,000 for January, 2015**

MOVED by Director Kinney, SECONDED by Director Beldessi, that the staff report on Cheques Payable over \$5,000 issued by the Skeena-Queen Charlotte Regional District for January, 2015 be received and filed.

095-2015

CARRIED

7. CORRESPONDENCE**7.1 Canadian Wildlife Service – Consultation on SARA Listing Process for Terrestrial Species 2014 and 2015**

MOVED by Director Franzen, SECONDED by Director Gould, that the correspondence from the Canadian Wildlife Service regarding the Consultation on SARA Listing Process for Terrestrial Species 2014 and 2015 be received.

096-2015

CARRIED

7.2 Regional District of Kitimat-Stikine – Forceman Ridge Compost Facility

MOVED by Director Beldessi, SECONDED by Director Nobels, that the correspondence from the Regional District of Kitimat-Stikine in regard to the Forceman Ridge Compost Facility be received;

AND THAT representatives from the Regional District of Kitimat-Stikine be invited to appear as a delegation before the Board of the Skeena-Queen Charlotte Regional District at its March 20, 2015 Regular meeting.

097-2015

CARRIED

7.3 Canadian Union of Postal Workers – Request for Support to Save Canada Post

MOVED by Director Nobels, SECONDED by Director Beldessi, that the correspondence from the Canadian Union of Postal Workers requesting support to save Canada Post be received;

AND THAT the Skeena-Queen Charlotte Regional District write a letter to the Minister responsible for Canada Post that calls on the government to reverse the changes to services announced by Canada Post, and to look instead for ways to increase service and revenues in areas such as postal banking;

AND FURTHER THAT the Skeena-Queen Charlotte Regional District ask the Federation of Canadian Municipalities to request that the federal government consult with the public about what kind of postal service they need before allowing Canada Post to make such major changes to public postal service.

098-2015

CARRIED

- 7.4 Ministry of Environment – RE: Emergency Response to Marine Risk in Northwest B.C.

MOVED by Director Nobels, SECONDED by Director Racz, that the correspondence from the Ministry of Environment in response to the Skeena-Queen Charlotte Regional District's correspondence addressing emergency response to marine risk in Northwest B.C. be received;

AND THAT the Skeena-Queen Charlotte Regional District write a response letter to the Honourable Minister Polak to thank her for her response;

AND THAT the letter request a copy of the completed Nuka Research and Planning Group report;

AND FURTHER THAT the Skeena-Queen Charlotte Regional District invite Honourable Minister Mary Polak to meet and discuss issues relating to emergency response to marine risk in Northwest British Columbia.

099-2015

CARRIED

8. REPORTS – RESOLUTIONS

- 8.1 J. Robb, Treasurer – Parcel Tax Roll Review Panel Scheduling

MOVED by Director Nobels, SECONDED by Director Brain, that the staff report entitled "Parcel Tax Roll Review Panel Scheduling" be received;

AND THAT the Board appoint the following three (3) Directors as members of the Parcel Tax Roll Review Panel to meet and review the Sandspit Water Parcel Tax Roll;

- Director Racz
- Director Nobels
- Director Martin

AND THAT March 20th, 2015 at 6:45PM be scheduled as the sitting of the Review Panel;

AND THAT the Board designates Director Racz as Chair of the Panel;

AND FURTHER THAT the Treasurer be designated as the "Collector" for the parcel tax roll.

100-2015

CARRIED

- 8.2 L. Neville, Recreation Coordinator – Haida Gwaii Recreation Coordinator's Report – January 2015

MOVED by Director Kinney, SECONDED by Director Nobels, that the report from staff entitled "Haida Gwaii Recreation Coordinator's Report – January 2015" be received for information.

101-2015

CARRIED

- 8.3 D. Fish, Deputy Corporate Officer – Skeena-Queen Charlotte Regional District Marketing/Rebranding Initiative

MOVED by Director Gould, SECONDED by Director Martin, that the staff report entitled "Skeena-Queen Charlotte Regional District Marketing/Rebranding Initiative" be received;

AND THAT staff be authorized to solicit potential vendors for proposals in response to the attached "Skeena-Queen Charlotte Regional District Corporate Branding" Request for Proposal No. 15-001.

102-2015

CARRIED

- 8.4 D. Fish, Deputy Corporate Officer – Asset Management Capacity Building Program

MOVED by Director Brain, SECONDED by Director Martin, that the staff report entitled "Asset Management Capacity Building Program" be received;

AND THAT staff be authorized to submit a funding application to the Asset Management Capacity Building program to support the development of an asset management plan for the Skeena-Queen Charlotte Regional District Regional Recycling Facility.

103-2015

CARRIED

- 8.5 D. Fish, Deputy Corporate Officer – April 2015 Skeena-Queen Charlotte Regional District Regular Board Meeting & Strategic Planning Scheduling

MOVED by Director Brain, SECONDED by Director Nobels, that the staff report entitled "April 2015 Skeena-Queen Charlotte Regional District Regular Board Meeting & Strategic Planning Scheduling" be received;

AND THAT a strategic planning session for the Board of the Skeena-Queen Charlotte Regional District be scheduled for April 25 and 26, 2015 on Haida Gwaii.

104-2015

CARRIED

Directors requested that staff contact John Talbot to schedule a facilitator for the April 2015 strategic planning session in Haida Gwaii.

8.6 D. Fish, Deputy Corporate Officer – Administration Building

MOVED by Director Nobels, SECONDED by Director Brain, that the staff report entitled “Administration Building” be received;

AND THAT staff be directed to continue scanning the real estate market for a potential administration building purchase.

105-2015

CARRIED

8.7 M. Williams, Planner – Fire Dispatch for Electoral Areas “D” and “E”

MOVED by Director Nobels, SECONDED by Director Franzen, that the staff report entitled “Fire Dispatch for Electoral Areas “D” and “E”” be received;

AND THAT the staff report entitled “Fire Dispatch for Electoral Areas “D” and “E” be provided to the SEPP for comment and feedback.

106-2015

CARRIED

MOVED by Director Kinney, SECONDED By Director Racz, that the staff report entitled “Fire Dispatch for Electoral Areas “D” and “E” be referred to the March 20, 2015 Skeena-Queen Charlotte Regional District Regular Board meeting.

107-2015

CARRIED

8.8 D. Fish, Deputy Corporate Officer – Skeena-Queen Charlotte Regional District Indemnification Bylaw No. 594, 2015

MOVED by Director Nobels, SECONDED by Director Gould, that the staff report entitled “Skeena-Queen Charlotte Regional District Indemnification Bylaw No. 594, 2015” be received for information.

108-2015

CARRIED

8.9 M. Racz, Director – Northern Development Initiative Trust

MOVED by Director Beldessi, SECONDED by Director Franzen, that the verbal report from Director Racz entitled “Northern Development Initiative Trust” be received for information.

109-2015

CARRIED

9. BYLAWS

9.1 Bylaw No. 594, 2015 – Being a bylaw to provide for the indemnification of the officers, employees and elected officials of the Skeena-Queen Charlotte Regional District

MOVED by Director Gould, SECONDED by Director Nobels, that Bylaw No. 594, 2015 be given 1st reading.

110-2015

CARRIED

MOVED by Director Franzen, SECONDED by Director Kinney, that Bylaw No. 594, 2015 be given 2nd reading.

111-2015

CARRIED

MOVED by Director Nobels, SECONDED by Director Franzen, that Bylaw No. 594, 2015 be given 3rd reading.

112-2015

CARRIED

MOVED by Director Beldessi, SECONDED by Director Gould, that Bylaw No. 594, 2015 be adopted.

113-2015

CARRIED

10. LAND REFERRALS / PLANNING

None.

11. NEW BUSINESS

11.1 Director's Reports

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

Director Gould – Village of Port Clements

- The Port Clements Barge Facility project remains a contentious issue in the Village of Port Clements; and
- The agreement between the union representing Edwards and Associates Logging Ltd. and Taan Forest expires in April 2015, with no succession planning in place.

Director Franzen – District of Port Edward

- The Northern Health Authority and Pacific Northwest LNG both appeared before the District of Port Edward as delegations in February; and
- The District donated \$500 to the Prince Rupert Middle School.

Alternate Director Budde – Electoral Area C

- The community of Oona River is prepared to begin forestry operations within its boundary; and
- The Ministry of Transportation and Infrastructure is proposing to do road repair work on the access road to the community.

Director Nobels – Electoral Area A

- The community of Dodge Cove met with Nexen on Tuesday, February 17, 2015 for a discussion on the proposed project and a meeting with the site manager;
- Nexen expressed a desire to establish a community liaison committee; and
- Director Nobels noted that there was a need for emergency ambulatory service in Dodge Cove a number of weeks back and that the ordeal went well with no issue.

Director Martin – Village of Queen Charlotte

- The Village met with the BCEHS to discuss BC Ambulance staffing issues on Haida Gwaii; and
- Consumer Protection B.C. served the local undertaker with a cease and desist order.

Director Beldessi – Electoral Area E

- The Moresby Island Management Standing Committee appears to have severed all ties with the Sandspit Community Society and is currently advertising for a part-time administrative position, as well as moving its office location; and
- Ambulance service coverage continues to be an issue in the community of Sandspit.

Director Brain – City of Prince Rupert

- The City of Prince Rupert continues to ameliorate existing and build new relationships with stakeholders;
- The City will be implementing a new GIS system in 2015; and
- City Council is working well as a cohesive team.

Chair Pages – Village of Masset

- The Coastal Regional District Chairs group met with the BC Ferry Commissioner to discuss BC Ferries' performance term 3, as well as the scheduled fare increases to take effect on April 1, 2015 and the corporation's overall lack of vision; and
- The Coastal Regional District Chairs group will be meeting with the Honourable Minister Todd Stone on March 5, 2015 to discuss BC Ferries issues.

114-2015**CARRIED**

11.2 M. Racz, Director - Tlell Fire

MOVED by Director Racz, SECONDED by Director Gould, that staff research the possibility of establishing a service for the purpose of fire protection in Electoral Area "D".

115-2015**CARRIED****12. OLD BUSINESS**

12.1 Haida Gwaii Regional Recreation Commission – Haida Gwaii Soccer Program

MOVED by Director Kinney, SECONDED by Director Racz, that the business regarding incorporating the Haida Gwaii Soccer Program into the program offerings of the Haida Gwaii Regional Recreation Commission be received;

AND THAT staff be directed to research further the eligibility for travel reimbursement under the Haida Gwaii Regional Recreation Commission's Moresby Island Travel Fund.

116-2015**CARRIED**

12.2 2015 Skeena-Queen Charlotte Regional District Amended Board Meeting Schedule

MOVED by Director Nobels, SECONDED by Director Beldessi, that the 2015 Skeena-Queen Charlotte Regional District Amended Board Meeting Schedule be adopted as presented.

117-2015**CARRIED****12.3 Correspondence to Honourable Minister Rich Coleman**

MOVED by Director Nobels, SECONDED by Director Kinney, that the Skeena-Queen Charlotte Regional District write to Honourable Minister Rich Coleman to thank him for the 2014 UBCM Meeting;

AND THAT the Skeena-Queen Charlotte Regional District enclose the Law Foundation of British Columbia's Activity Reporting for 2013-2014 for information.

118-2015**CARRIED****12.4 Environmental Assessment Review Process and Correspondence from Planner**

MOVED by Director Nobels, SECONDED by Director Franzen, that the Skeena-Queen Charlotte Regional District Board authorize the planner to provide written responses to the Environmental Assessment Office subject to the approval of the Chair.

119-2015**CARRIED****13. PUBLIC INPUT**

There was 1 question from the public.

14. IN CAMERA

MOVED by Director Racz, SECONDED by Director Martin, that the Board move to the In-Camera meeting following the Regular Meeting according to section 90(1)(c)(g) and (k) of the *Community Charter* "labour relations or other employee relations," "litigation or potential litigation affecting the municipality," and "negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public."

120-2015**CARRIED****15. ADJOURNMENT**

MOVED by Director Nobels, SECONDED by Director Franzen, that the Skeena-Queen Charlotte Regional District Regular Board meeting be adjourned at 10:14 pm.

121-2015**CARRIED**

Approved and adopted:

Certified correct:

Chair

Chief Administrative Officer



SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

MINUTES of the Special (Budget) Meeting of the Board of Directors of the Skeena-Queen Charlotte Regional District (SQCRD) held, via teleconference, at 14 – 342 3rd Avenue West, Prince Rupert, B.C. on March 7, 2015 at 3:00 p.m.

PRESENT

PRIOR TO ADOPTION

Chair B. Pages, Village of Masset

Vice-Chair D. Nobels, Electoral Area A

Directors L. Brain, City of Prince Rupert
 N. Kinney, Prince Rupert
 D. Franzen, District of Port Edward (*regrets*)
 I. Gould, Village of Port Clements
 G. Martin, Village of Queen Charlotte
 K. Bergman, Electoral Area C
 M. Racz, Electoral Area D
 B. Beldessi, Electoral Area E (*regrets*)

Staff: K. Mellor, Chief Administrative Officer
 J. Robb, Treasurer

Public: 0

Media: 0

1. **CALL TO ORDER 3:09 p.m.**

2. **AGENDA**

2.1 MOVED by Director Nobels, SECONDED by Director Martin, that the agenda be adopted as presented.

142-2015

CARRIED

3. **MINUTES & BUSINESS ARISING**

3.1 Minutes of the Special Meeting of the Skeena-Queen Charlotte Regional District Board held February 21, 2015

MOVED by Director Kinney, SECONDED by Director Gould, that the minutes of the February 21, 2015 Skeena-Queen Charlotte Regional District Special Board meeting be adopted as presented.

143-2015

CARRIED

4. **STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING**

None.

5. **DELEGATIONS**

None.

6. FINANCE

The 2015 – 2019 SQCRD Financial Plan (Round 3) was distributed to the Board.

7. CORRESPONDENCE

None.

8. REPORTS – RESOLUTIONS**8.1 J. Robb, Treasurer – R3 Budget Overview 2015**

MOVED by Director Nobels, SECONDED by Director Gould, that the staff report entitled “R3 Budget Overview 2015” be received for information.

144-2015

CARRIED

9. FINANCIAL PLANS’ REVIEW**9.1 Administration – Function 110**

MOVED by Director Gould, SECONDED by Director Brain, that the Five-Year Financial Plan 2015-2019 for Administration, Function 110, be approved as presented.

145-2015

CARRIED

9.2 Electoral Area Administration – Function 120

MOVED by Director Nobels, SECONDED by Director Kinney, that the Five-Year Financial Plan 2015-2019 for Electoral Area Administration, Function 120, be approved as presented.

146-2015

CARRIED

9.3 Electoral Area E Administration – Function 121

MOVED by Director Racz, SECONDED by Director Martin, that the Five-Year Financial Plan 2015-2019 for Electoral Area E Administration, Function 121, be approved as presented.

147-2015

CARRIED

9.4 Elections – Function 130

MOVED by Director Nobels, SECONDED by Director Racz, that the Five-Year Financial Plan 2015-2019 for Elections, Function 130, be approved as presented.

148-2015

CARRIED

9.5 Grant-in-Aid (All) – Function 170

MOVED by Director Kinney, SECONDED by Director Gould, that the Five-Year Financial Plan 2015-2019 for Grant-In-Aid (All), Function 170, be approved as presented.

149-2015

CARRIED

9.6 Grant-in-Aid Area A – Function 171

MOVED by Director Martin, SECONDED by Director Gould, that the Five-Year Financial Plan 2015-2019 for Grant-in-Aid Area A, Function 171, be approved as presented.

150-2015

CARRIED

9.7 Grant-in-Aid Area C – Function 172

MOVED by Director Nobels, SECONDED by Director Racz, that the Five-Year Financial Plan 2015-2019 for Grant-in-Aid Area C, Function 172, be approved as presented.

151-2015

CARRIED

9.8 Grant-in-Aid Area D – Function 173

MOVED by Director Racz, SECONDED by Director Gould, that the Five-Year Financial Plan 2015-2019 for Grant-in-Aid Area D, Function 173, be approved as presented.

152-2015

CARRIED

9.9 Grant-in-Aid Area E – Function 174

MOVED by Director Brain, SECONDED by Director Kinney, that the Five-Year Financial Plan 2015-2019 for Grant-in-Aid Area E, Function 174, be approved as presented.

153-2015

CARRIED

9.10 Member Municipality Debt – Function 190

MOVED by Director Brain, SECONDED by Director Nobels, that the Five-Year Financial Plan 2015-2019 for Member Municipality Debt, Function 190, be approved as presented.

154-2015

CARRIED

9.11 Sandspit Fire – Function 210

MOVED by Director Martin, SECONDED by Director Brain, that the Five-Year Financial Plan 2015-2019 for Sandspit Fire, Function 210, be approved as presented.

155-2015**CARRIED****9.12 Emergency Programming – Areas A & C – Function 220**

MOVED by Director Nobels, SECONDED by Director Brain, that the Five-Year Financial Plan 2015-2019 for Emergency Programming – Areas A & C, Function 220, be approved as presented.

156-2015**CARRIED****9.13 Emergency Programming – Area D – Function 227**

MOVED by Director Racz, SECONDED by Director Martin, that the Five-Year Financial Plan 2015-2019 for Emergency Programming – Area D, Function 227, be approved as presented.

157-2015**CARRIED****9.14 Emergency Programming – Area E – Function 229**

MOVED by Director Martin, SECONDED by Director Brain, that the Five-Year Financial Plan 2015-2019 for Emergency Programming – Area E, Function 229, be approved as presented.

158-2015**CARRIED****9.15 Islands Solid Waste – Function 310-319**

MOVED by Director Brain, SECONDED by Director Gould, that the Five-Year Financial Plan 2015-2019 for Islands Solid Waste, Function 310-319, be approved as presented.

159-2015**CARRIED****9.16 Regional Solid Waste – Function 330**

MOVED by Director Brain, SECONDED by Director Kinney, that the Five-Year Financial Plan 2015-2019 for Regional Solid Waste, Function 330, be approved as presented.

160-2015**CARRIED**

9.17 Regional Recycling (Mainland) – Function 340

MOVED by Director Kinney, SECONDED by Director Brain, that the Five-Year Financial Plan 2015-2019 for Regional Recycling, Function 340, be approved as presented.

161-2015

CARRIED

9.18 Rural Land Use Planning – Function 510

MOVED by Director Brain, SECONDED by Director Nobels, that the Five-Year Financial Plan 2015-2019 for Rural Land Use Planning, Function 510, be approved as presented.

162-2015

CARRIED

9.19 Economic Development – Function 570

MOVED by Director Brain, SECONDED by Director Kinney, that the Five-Year Financial Plan 2015-2019 for Economic Development, Function 510, be approved as presented.

163-2015

CARRIED

9.20 Prince Rupert Regional Archives – Function 710

MOVED by Director Kinney, SECONDED by Director Brain, that the Five-Year Financial Plan 2015-2019 for Prince Rupert Regional Archives, Function 710, be approved as presented.

164-2015

CARRIED

9.21 North Pacific Cannery – Function 715

MOVED by Director Brain, SECONDED by Director Racz, that the Five-Year Financial Plan 2015-2019 for North Pacific Cannery, Function 715, be approved as presented.

165-2015

CARRIED

9.22 Haida Gwaii Museum – Function 720

MOVED by Director Gould, SECONDED by Director Racz, that the Five-Year Financial Plan 2015-2019 for Haida Gwaii Museum, Function 720, be approved as presented.

166-2015

CARRIED

9.23 Vancouver Island Regional Library – Function 725

MOVED by Director Martin, SECONDED by Director Gould, that the Five-Year Financial Plan 2015-2019 for Vancouver Island Regional Library, Function 725, be approved as presented.

167-2015**CARRIED****9.24 Haida Gwaii Recreation – Function 730**

MOVED by Director Gould, SECONDED by Director Brain, that the Five-Year Financial Plan 2015-2019 for Haida Gwaii Recreation, Function 730, be approved as presented.

168-2015**CARRIED****9.25 Sandspit Community Hall – Function 735**

MOVED by Director Brain, SECONDED by Director Kinney, that the Five-Year Financial Plan 2015-2019 for Sandspit Community Hall, Function 735, be approved as presented.

169-2015**CARRIED****9.26 Mainland Recreation Area A – Function 751**

MOVED by Director Kinney, SECONDED by Director Nobels, that the Five-Year Financial Plan 2015-2019 for Mainland Recreation Area A, Function 751, be approved as presented.

170-2015**CARRIED****9.27 Mainland Recreation Area C – Function 752**

MOVED by Director Kinney, SECONDED by Director Brain, that the Five-Year Financial Plan 2015-2019 for Mainland Recreation Area C, Function 752, be approved as presented.

171-2015**CARRIED****9.28 Sandspit Water – Function 810**

MOVED by Director Gould, SECONDED by Director Brain, that the Five-Year Financial Plan 2015-2019 for Sandspit Water, Function 810, be approved as presented.

172-2015**CARRIED**

9.29 Feasibility Studies – Function 901

MOVED by Director Nobels, SECONDED by Director Brain, that the Five-Year Financial Plan 2015-2019 for Feasibility Studies, Function 901, be approved as presented.

173-2015**CARRIED****9.30 Oona River Telephone – Function 950**

MOVED by Director Brain, SECONDED by Director Kinney, that the Five-Year Financial Plan 2015-2019 for Oona River Telephone, Function 950, be approved as presented.

174-2015**CARRIED****10. OLD/NEW BUSINESS**

None.

11. PUBLIC QUESTION PERIOD

There were 0 questions from the public.

12. IN CAMERA

None.

13. ADJOURNMENT

MOVED by Director Kinney, SECONDED by Director Racz, that the Skeena-Queen Charlotte Regional District Special (Budget) Board meeting be adjourned at 4:19 p.m.

175-2015**CARRIED**

Approved & Adopted:

Certified correct:

B. Pages

Chair

K. Mellor

Chief Administrative Officer

**Sandspit Community Hall
Minutes February 2, 2015**

Present -Carol Bowler, Karen Prudhomme, Mirjam Prudhomme, Bill Beldessi
Excused- Gail Henry, guest - Gord Usher

Minutes - approved as read

Correspondence--Mirjam has received the account number for the bank and got a deposit book from the CU, She will fax copies of deposits to SQCRD as they are deposited.
The community Hall Bylaw has been adopted with our proposed changes.

Rental report--

The following are still outstanding

Judy Bertucci- Gwaii trust Christmas dinner **_ \$150**

SQCRD - Elections **\$300 PAID**

MIMC rental for 2014 **-\$400**

ALM Christmas concert - Although cancelling the SD43 has decided
To pay 1 day rental as a donation to the hall **\$150 PAID**

Upcoming bookings

Feb 8 -- Sandspit Rec.- valentine card crafts

Feb 14 - tentatively coffee house for **ALM Ski trip**

Feb 15 - **JCR movie** "Penguins of Madagascar"

Feb 16 - **MIMSC** meeting

March 1 - JCR

March 15 - JCR

March 29 - JCR

May -first week- SEPP meeting

Aug 1/2015- Patterson/Cabot wedding

Aug 14-15/2015- Berg/Hill wedding

Nov/2015- Federal Election

Motion- by Karen

That we waive the rental fee for the SEPP Meeting

Second by Mirjam carried

Old Business

List of hall needs if proposed budget is approved:

1. Possible leak in kitchen above microwave- Bob has looked at this and suggests
We get a professional roofer to look at the flashing on the roof vent
2. Several windows are leaking. Some caulking is missing and one
Window is definitely leaking
3. Need a wheelchair ramp and non slop in entry and at back door. Teriako
Houston has been approached and will do the job when the airport
Cement is being poured. He says the cost to us will be minimal if any
At all.
4. Cold air return needs to be moved. The grills have been ordered and will be
installed when they arrive
5. Acoustics in main hall.
6. Awning over front door.

7. Investigate drain in front entry. Bob has dug down to look at the drain pipe
And found it to be improperly installed. It has been properly capped.
He recommended that we seal the drain so no one accidentally pours
Water down it as it no longer will drain out.
8. Need air diffusers for main hall ductwork.
9. Replace whiteboard.
10. Stairs in storage room need to be levelled and spaced evenly.

.New Business

Budget - The budget went through 3rd reading . Monies will be available to
us April 1, 2015

MIMSC- When is the office manned and do they have direction to have all our
bills approved by us before being sent to Reg. District for payment? Not
yet.

Next meeting--Sunday, March 1, 2015 @ 7:30 pm

Skeena-Queen Charlotte Regional District
Cheques payable over \$5,000 - FEBRUARY, 2015

| Payable To | Date | Amount | Purpose |
|--------------------------|-------------|---------------|---|
| Big Red Enterprises Ltd. | 13-Feb | \$ 15,557.58 | January Garbage Collection Contract |
| City West | 13-Feb | \$ 6,461.53 | Setup phone lines in new office |
| Receiver General | 6-Feb | \$ 10,835.43 | Payroll Remittance (PP3-2015) |
| CUETS Financial | 23-Feb | \$ 6,053.85 | CAO retirement dinner, Staff/Director travel & UBCM hotel deposit |
| Receiver General | 24-Feb | \$ 12,641.99 | Payroll Remittance (PP4-2015) |
| | | | |
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| | | |
|-------------------------------|-----------|--------------------------|
| CHEQUES OVER \$5,000: | \$ | 51,550.38 |
| CHEQUES UNDER \$5,000: | \$ | 55,598.13 |
| TOTAL CHEQUES: | \$ | <u>107,148.51</u> |



MAR - 5 2015

SKEENA-QUEEN CHARLOTTE
REGIONAL DISTRICT

February 23, 2015

Barry Pages, Chair
 Skeena-Queen Charlotte Regional District
 1st Avenue East, Suite 100
 Prince Rupert BC V8J 1A6

Reference: 232445

Dear Chair Pages:

Re: Submission to B.C. on the Move

I am writing to express my appreciation for the Skeena-Queen Charlotte Regional District's participation in the meeting and engagement process this past fall for the ministry's 10-year transportation plan, B.C. on the Move.

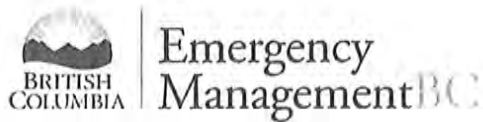
Citizens and leaders of communities, business and transportation organizations from across British Columbia have now let us know what priorities are most important to them, and the ideas and suggestions we have received will be invaluable in identifying potential improvements and helping to shape the future of transportation in our province.

The plan and the report sharing the outcomes of the engagement process will be published early in the spring of 2015. In the meantime, thank you again for taking part in this process.

Sincerely,

A handwritten signature in blue ink, appearing to read "Todd G. Stone".

Todd G. Stone
 Minister



March 9, 2015

To: Mayor and Council/Chair and Board

Emergency Management BC (EMBC) would like to invite you, your representatives, and the Emergency Program Coordinator to participate in one of the Senior and Elected Officials workshops offered this spring.

The workshops will provide an opportunity for elected officials and administrators to learn more about emergency management including: response roles and responsibilities, the importance of initiating recovery plans early on, how mitigation and prevention can minimize the impact, and how preparedness activities can build resilience and ensure your community is ready to respond. We will also discuss the statutory requirements of the Emergency Program Act, present the Provincial Coordination Team (PCT) concept, and provide an overview of the Province's draft Initial Response Plan (IRP) for a major seismic event.

These half-day workshops will be delivered by EMBC staff and will include lunch and refreshments to provide additional networking opportunities.

To register, please see the attached schedule and confirm your participation through the appropriate EMBC regional office.

Sincerely,

Patrick Quealey
Assistant Deputy Minister
Emergency Management BC

2015 Senior and Elected Officials Workshop Schedule

| Location | Date | Venue | Region |
|-----------------|-------------------|---|--------|
| Williams Lake | Apr 16, 1000-1400 | Williams Lake Fire Hall, 230 Hodgson Road | NEA |
| Port Alberni | Apr 21, 1000-1400 | Echo Park Fieldhouse – 4200 Wood Avenue at King St | VIR |
| Kelowna | Apr 22, 1000-1400 | Firehall #1 - 2255 Enterprise Way | CTL |
| Prince George | Apr 24, 1000-1400 | 155 George Street | NEA |
| Central Saanich | Apr 27, 1000-1400 | Central Saanich Fire Hall - 1512 Keating X Road | VIR |
| Squamish | Apr 29, 1000-1400 | 37801 Cleveland Ave. | SWE |
| Abbotsford | Apr 30, 1000-1400 | AFRS Training Center, 1544 Riverside Rd | SWE |
| Dawson Creek | Apr 30, 1000-1400 | Calvin Kruk Center for the Arts, 10401 - 10 Street | NEA |
| Revelstoke | May 05, 1000-1400 | Revelstoke Fire Hall, 227 – 4 th St West | SEA |
| Surrey | May 05, 1000-1400 | SWE PREOC, 14292 Green Timbers Way | SWE |
| Sechelt | May 06, 0900-1300 | SCRD Office, 1975 Field Street | SWE |
| Nanaimo | May 06, 1000-1400 | Vancouver Island Conference Centre – 101 Gordon St | VIR |
| Kamloops | May 11, 1030-1430 | Kamloops EOC - 955 Concordia Way | CTL |
| Burns Lake | May 12, 1000-1400 | Regional District of Bulkley-Nechako, #37 – 3 rd Ave | NWE |
| Terrace | May 13, 1000-1400 | Suite 1A (Basement) 3215 Eby Street | NWE |
| Port Clements | May 14, 1100-1500 | Senior's Room, Multi-Purpose Building, #36 Cedar Ave West | NWE |
| Castlegar | May 27, 1000-1400 | Columbia Trust Forum, 445 – 13 th Ave | SEA |
| Courtenay | May 27, 1000-1400 | Comox Valley Emergency Program Office – 3001 Moray Avenue | VIR |
| Powell River | May 28, 0830-1230 | Powell River Town Centre Hotel – 4660 Joyce Avenue | VIR |
| Cranbrook | Jun 16, 1000-1400 | RD East Kootenay Board Room, 19 -24 th Ave South | SEA |

nathan cullen

MEMBER OF PARLIAMENT // SKEENA-BULKLEY VALLEY



RECEIVED

FEB 27 2015

SKEENA-QUEEN CHARLOTTE
REGIONAL DISTRICT

February 20, 2015

Dear Skeena- Queen Charlotte Council,

I am writing to ask for your support for my Bill C-628, *An Act to Defend the Pacific Northwest*, which I tabled in Parliament in September. This bill will protect BC's pristine North Coast from the threat of oil supertankers and the Northern Gateway pipeline and supertanker project. A vote on this important bill is expected at the end of March, and I am writing to seek your help to spread the word.

Over the past year, I have toured across British Columbia from Prince George to Powell River, from Kamloops to Kitimat, talking to thousands of Canadians about our coast and how we can protect it from the devastation of a diluted bitumen supertanker spill. Our campaign has been a strong success, and we are gaining momentum.

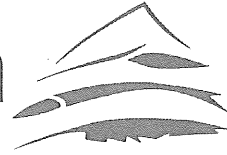
As we approach this crucial vote, I am seeking your help in signing as many names to this campaign as possible from across British Columbia to show Conservatives MP's from BC that our numbers are great – and that how they choose to vote on Bill C-628 will be remembered when voters go to the polls in the October election.

Attached you will find a copy of the backgrounder on the *Act to Defend the Pacific Northwest*, as well as a copy of our petition which I encourage you to share widely with your friends, family, and colleagues. You can also sign on digitally and download the petition at www.takebackourcoast.ca.

We all share a stake in protecting our beautiful coast. It is my hope that you'll join me in this important initiative before Canada's Parliament.

Best wishes,

Nathan Cullen, MP
Skeena--Bulkley Valley



Bill C-628 An Act to Defend the Pacific Northwest **BACKGROUND**

Background: The *Act to Defend the Pacific Northwest* is a bill designed to fully and finally stop the Enbridge Northern Gateway pipeline in its tracks. The bill will also change the work of the National Energy Board toward a process that respects communities and First Nations, and puts Canadian energy security first. Inspired, in part, by the experience of Northwest BC and our fight against the Enbridge Northern Gateway pipeline, Nathan's bill would legislate immediate protection for BC's pristine North Coast from the threat of oil tankers, while addressing key concerns raised by the poor process that led the Conservative government to approve the pipeline. Stephen Harper's Conservatives have shut out communities and First Nations from the conversation, and failed to look at the long-term economic and environmental impacts of runaway "rip-and-ship" development.

North Coast tanker ban: Nathan's bill would finally ban supertankers from transporting oil across the North Coast of British Columbia for the first time in history. This region is one of the most environmentally, culturally and historically important areas in our country – and some of the most difficult waters in the world, with waves up to 26 metres high and winds up to 185km/h. This bill is also an opportunity for all Members of Parliament, especially those from British Columbia, to stand up against Enbridge's pipeline and to Ottawa's bullying tactics to send 11,000 supertankers through these sensitive and important waters.

Making the NEB more accountable: The Harper government has taken away the voice of the people who will be most impacted by pipeline projects in Canada. Thousands of people wrote letters and testified before the Northern Gateway joint review panel, municipalities and the province of British Columbia formally declared their opposition, and 130 First Nations signed a declaration opposing Northern Gateway, only to have their views virtually ignored by the Harper Conservatives. Nathan's bill would make the National Energy Board more accountable for ensuring adequate consultation occurs between the federal government and First Nations, provincial and municipal governments, and local communities impacted by a proposed project – and for ensuring the concerns raised by Canadians are reflected in the Board's final decisions. Bill C-628 will complement the significant Supreme Court decisions that have strengthened rights and title for First Nations people.

Energy security: Review panels assessing pipeline proposals are not presently required to consider the impacts of projects on jobs and energy security in Canada. Exporting raw bitumen, as is the case under the Northern Gateway proposal, does not only mean shipping our raw resources to foreign jurisdictions with weaker environmental standards. It also means shipping out potential tax revenues, as well as Canadian jobs and energy security. Bill C-628 would give the National Energy Board a mandate to assess the impacts of proposed pipelines on employment in Canada's upgrading and refining sectors, and ask it to consider whether a pipeline project will add value to natural resources in Canada as part of its public interest criteria. Bill C-628 also complements Nathan's advocacy for a stronger green economy, and the NDP's commitments to implementing a "polluter-pay" model, putting a price on carbon, and eliminating the \$1.3 billion subsidy to the oil industry.



MEMORANDUM

Date: March 20, 2015
To: SQCRD Board
From: Karen Mellor, Chief Administrative Officer

SUBJECT: Jungle Beach Agreement

The Board may recall at the Board meeting of February 20th, the CAO explained the status of the Jungle Beach Agreement. Since that time, staff has had the opportunity to speak with both MOTI and MFLNRO representatives Darell Gunn and Larry Duke, respectively.

In our conversation and e-mails, several items were suggested that we believe ought to be included in the new agreement and the responsibilities assigned to the parties signed on the agreement.

The following provides a list of the items suggested.

1. BC Parks to provide picnic table – quote has been received.
2. Gravel laid and spread as needed, typically twice a year.
3. Upkeep of outhouses including septic pump out.
4. Additional signage (may have been carried out).

I am currently waiting to hear back from the other parties with their comments so that the Agreement may be signed.

Thank you,

K.P. Mellor, CAO



MEMORANDUM

Date: March 20, 2015
To: SQCRD Board
From: Karen Mellor, Chief Administrative Officer

SUBJECT: Sandspit Water System

At a recent Moresby Island Management Standing Committee (MIMC) meeting, members discussed the ongoing operating and maintenance of the Sandspit Water System.

In discussion with staff, it was suggested we meet with the Sandspit Water System operator. The main points included a tour of the facility with another qualified licensed water operator and a detailed procedures manual, which clearly depicts the operating system as is.

The CAO was asked to contact Queen Charlotte and discuss the possibility of having their water system operator join the tour and perhaps assist in preparing an operating manual. The CAO appeared to be very open to this suggestion.

While we recognize the two water systems may differ, we feel there may be mutual benefit for both operators and systems. We are looking at carrying out the tour when we are over in Massett in April.

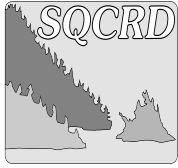
With regards to the Sandspit Water System Study, staff contracted the Province in December 2014 to request on extension on the funding for the Study. We cited a newly elected Director and new MIMC members as the rationale behind the request. The two proponents that had originally submitted proposals were also contacted and informed of the extension request.

In recent communication with the Province, we were told that we should hear the outcome of the extension request by March end. We fully anticipate the grant request being supported, and will continue the process of moving forward on the Study.

Staff will report back to the Board at that time and continue to work with MIMC on the very important initiative.

Thank you,

K.P. Mellor, CAO



STAFF REPORT

DATE: March 20, 2015

FROM: Karen Mellor, Chief Administrative Officer

SUBJECT: Accountability Standards for Regional District Committees and Commissions Amendment

Recommendation:

THAT the staff report entitled “Accountability Standards for Regional District Committees and Commissions Amendment” be received for information;

AND THAT the *Accountability Standards for Regional District Committees and Commissions Policy* be adopted as amended.

BACKGROUND:

In May of 2013, the Board of the Skeena-Queen Charlotte Regional District (SQCRD) adopted the *Accountability Standards for Regional District Committees and Commissions Policy*. The purpose of this policy is to provide clear direction on the need for any Regional District-established committee or commission to maintain a high level of accountability to the Regional District.

DISCUSSION:

In working through the 2015 budget process, staff found that third-party organizations receiving funding assistance from the SQCRD were reluctant to provide the SQCRD with their financial information needed to process grant-in-aid and other types of funding. Unfortunately, some organizations have not always complied with the subject policy. A contributing factor to this issue was that the policy did not include “organizations receiving funding assistance from the Regional District,” now defined under the definition of “Committee”. Staff have amended this definition to reflect these current constraints.

Therefore, the policy now defines “Funding Assistance” as a transfer of money, payment on behalf of, or in-kind services from the Regional District. The inclusion of this definition is to include those organizations that, rather than receiving grant-in-aid funding from the SQCRD, may have the SQCRD pay bills and invoices on their behalf or receive in-kind assistance from the SQCRD.

Note: Additions to the existing policy have been bolded and italicized in the attached, whereas deletions have been struck out.

RECOMMENDATION:

Staff is recommending that the Board adopt the amended *Accountability Standards for Regional District Committees and Commissions*.



Skeena-Queen Charlotte Regional District

BOARD POLICY

| | | |
|---------------|---|--|
| Title: | Accountability Standards for Regional District Committees and Commissions | |
|---------------|---|--|

1. PURPOSE

The purpose of this policy is to provide clear direction on the need for any Regional District-established committee or commission to maintain a high level of accountability to the Regional District.

2. POLICY

The Regional District is accountable to the public and tax payers and must maintain a high level of accountability and transparency. Its operations must be conducted in an ethical manner that is consistent with legislative requirements.

In order to fulfill these requirements, all committees and commissions established by the Regional District (RD) must be fully accountable to the RD.

3. TERMS / DEFINITIONS

For the purposes of this policy, the following terms and definitions apply:

“Accountability” refers to the principle that the Regional District is obligated to demonstrate and take responsibility for its actions, decisions and policies and that it is answerable to the public at large.

“Committee” means a type of small deliberative assembly that is usually intended to remain subordinate to another larger deliberative assembly. This term refers to all committees, commissions, and other committee-like structures established by the Regional District, whether by bylaw, terms of reference or resolution, **and organizations receiving funding assistance from the Regional District.**

“Funding Assistance” includes a transfer of money, payment on behalf of, or in-kind services from the Regional District.

“Regional District” refers to the Skeena-Queen Charlotte Regional District.

“Regional District Delegate” means the Chief Administrative Officer, Corporate Office or Treasurer of the Skeena-Queen Charlotte Regional District and the deputies to these positions.

“Timely Manner” means reasonably quick and shall be within the time period set by the Regional District Delegate.

“Transparency” refers to the principle that the Regional District will conduct its business in an accessible, clear and visible manner and that its activities are open to examination by its stakeholders.

4. SCOPE

Applies to all committees.

5. RESPONSIBILITY

To aid in ensuring full accountability, the following will apply:

- The Committee shall provide to the Regional District (RD) all agendas and related reports, correspondence or other attachments forming part of the agenda, prior to each meeting held by the Committee.
- When reports, included as part of the agenda, are given verbally, the Committee's Recording Secretary shall summarize the relevant points included in the verbal report and include that summary as a note in the minutes.
- The Committee shall create and provide to the RD complete minutes of all its meetings in a timely manner, following each meeting.
- The RD shall be copied on all out-going correspondence issued by the Committee or its Chair.
- The Committee shall provide the RD with all correspondence, reports, data, or other relevant information gathered or received in relation to the services undertaken on behalf of the RD or, at the sole discretion of the RD, maintained at the offices of the Committee and made available to the RD upon request.
- The Committee shall provide unfettered access to all financial records. In addition, at the request of the RD Delegate, the Committee shall provide the following, in a timely manner:
 - a. Copies of bank statements;
 - b. Financial Statements, including but not limited to a Statement of Operations (Revenue and Expenses) and a Statement of Financial Position (Balance Sheet). Where the size of the Committee does not warrant them to maintain a full set of financial statements, the RD Delegate may accept other types of statements that are deemed to provide the relevant information;
 - c. Copies of all budgets or financial plans and any supporting documents;
 - d. Copies of invoices, statements, cancelled cheques, or other records of financial transactions;
 - e. Lists of vendors or customers and aged receivable or payable listings;
 - f. Account reconciliations;

- g. Payroll records, including timesheets, T-4's, Records of Employment and payroll registers;
- h. Copies of any remittance forms, such as GST, PST and Payroll;
- i. Copies of the General Ledger or bookkeeping system; and
- j. The Committee shall provide to the RD any record or information deemed appropriate by the RD Delegate to determine that the Committee is handling its financial affairs in a responsible manner consistent with the purpose of the Committee and the level of accountability, transparency and ethics maintained by the RD.

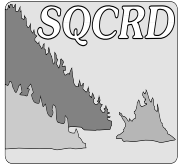
6. PROCEDURE

None.

7. REFERENCES

None.

| | | | |
|-----------------------|--------------|-----------------------|----------|
| Approval Date: | May 24, 2013 | Resolution No. | 247-2013 |
| Amended: | | Resolution No. | |



STAFF REPORT

DATE: March 20, 2015

FROM: Daniel Fish, Deputy Corporate Officer

SUBJECT: Haida Gwaii Regional Recreation Service & Commission

Recommendation:

THAT the staff report entitled “Haida Gwaii Regional Recreation Service & Commission” be received;

AND THAT staff be directed to draft a Haida Gwaii Regional Recreation Service Conversion Bylaw and a Haida Gwaii Regional Recreation Commission Establishing Bylaw.

BACKGROUND:

The *Local Government Act* provides the legislative authority for regional districts to delegate administrative and operational responsibilities to committees or commissions. The SQCRD Board has delegated various levels of authority to several committees and commissions. Over the past two years, staff have been in the process of identifying the various committees that have been established over time and have updated or repealed a number of bylaws that required doing so.

The authority that provides for the granting of recreation programs to the SQCRD is the supplementary Letters Patent dated March 29, 1979. Further to this, *Skeena-Queen Charlotte Regional District Queen Charlotte Regional Recreation Committee Bylaw No. 80, 1979*, and subsequent amendments thereto, establish the “Queen Charlotte Regional Recreation Committee” and include provisions that regulate the Haida Gwaii Recreation Commission’s (Commission) membership, accountability and responsibilities.

In 2013, staff identified that there were concerns with respect to the Haida Gwaii Recreation function (*Queen Charlotte Island Recreation Commission Bylaw No. 340, 1997*), and brought this to the Board’s attention. Staff at the Commission have been cooperative when asked for information but there seems to be confusion around the role of the Commission, the reporting hierarchy and the level of accountability required by the SQCRD. This confusion is further compounded by the existence of the Haida Gwaii Recreation Society which is a separate legal entity from the SQCRD and acts as a receiving agency for select grants and other sources of funding. Further to this is the fact that the Commission has multiple sources of revenue including program fees, which make up a substantial portion of its overall budget.

In addition to the structural and risk management concerns related to the Commission, staff have also identified a number of issues with the adopted bylaws for the Commission. Specifically, *Skeena-Queen Charlotte Regional District Queen Charlotte Islands Regional Recreation Commission Bylaw No. 340, 1997*, which is intended to be a consolidated bylaw, was not enacted in accordance with section 139 of the *Community Charter*, and further amendment bylaws go on to reference this consolidated bylaw.

DISCUSSION:

Haida Gwaii Regional Recreation Commission

The Haida Gwaii Regional Recreation Commission is a SQCRD commission established by *Skeena-Queen Charlotte Regional District Queen Charlotte Regional Recreation Committee Bylaw No. 80, 1979*, and subsequent amendments thereto, in accordance with section 143 of the *Local Government Act*.

Members of the Commission are appointed to a two-year term by the Board, and there are currently seven members. Of these seven members, six are also Directors on the Board of the Haida Gwaii Recreation Society.

The SQCRD provides operational funding to the Commission, with this year's funding to be approximately \$51,000. SQCRD funding for the Commission is provided to assist in funding the following:

- Office rent;
- Office supplies and postage;
- Wages of Coordinator and bookkeeper;
- Advertising;
- Telephone and fax;
- Website maintenance;
- Coordinator's travel costs;
- BC Recreation and Parks Association conference fees;
- Special events;
- Moresby Island Travel Fund; and
- Waiver updates.

Haida Gwaii Recreation Society

The Haida Gwaii Recreation Society (Society) was established by the Haida Gwaii Regional Recreation Coordinator's predecessor to facilitate the Commission's ability to apply for grants and program funding and is a non-profit society registered annually with the BC Registry.

The Board of the Society is composed of eight Directors, of which six are also Commission members.

The Society is an avenue through which the Coordinator is able to finance additional costs including, but not limited to:

- Instructor wages;
- Person-of-rapport wages;
- Travel costs for instructors and persons-of-rapport;
- Facility rentals;
- Community training and certification;
- Equipment purchases;
- Provincial sport organization upgrades and capacity building initiatives;
- Program specific supplies; and
- Program transportation.

Simply put, the SQCRD does not fund programs offered by the Commission and, subsequently, the Society was established as a means to secure additional grant funding for program offerings, workshops, training, etc.

Haida Gwaii Recreation Service

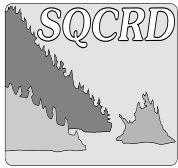
Staff has initiated consultation with the Ministry of Community, Sport and Cultural Development to review the existing bylaws for the Commission and Haida Gwaii Recreation Service and to explore options to address any risk management or bylaw content concerns. Through this process, the Ministry has recommended a conversion bylaw to convert the authority provided for in the supplementary Letters Patent into a service establishing bylaw, as well as to repeal the existing Commission bylaws, to be replaced with a new Commission establishing bylaw that maintains the intent *Bylaw No. 80, 1979* and takes into account the amendments that have been made since its adoption.

Staff has made arrangements for the Haida Gwaii Regional Recreation Coordinator to attend the April 24th, 2015 Skeena-Queen Charlotte Regional District Board meeting in Masset to address the issues outlined in this report and to answer any questions the Board may have.

RECOMMENDATION:

Staff is recommending that a bylaw to convert the authority provided for in the supplementary Letters Patent into a service establishing bylaw be drafted for Board consideration. The purpose for this is to address issues arising from the bylaw's content and to provide the SQCRD Board with increased flexibility for future amendments to the service bylaws.

Further to the conversion bylaw that will address the Haida Gwaii Regional Recreation service, staff is also recommending that, in consultation with the Commission, a new bylaw to establish the Commission and repeal existing bylaws to that effect be drafted for Board consideration.



STAFF REPORT

DATE: March 20, 2015

FROM: Daniel Fish, Deputy Corporate Officer

SUBJECT: 2015 UBCM Convention

Recommendation:

THAT the staff report entitled “2015 UBCM Convention” be received;

AND THAT the Board provide staff with further direction.

BACKGROUND:

The 2015 Union of BC Municipalities (UBCM) Convention will be held at the Vancouver Convention Centre from September 21-25, 2015.

UBCM's annual convention provides an opportunity for local government leaders to discuss local issues and initiatives with provincial government elected officials and staff, as well as to develop policy that guides UBCM's advocacy efforts and work throughout the year.

DISCUSSION:

Resolutions

The main forum for UBCM policy-making is the annual resolutions cycle. It provides an opportunity for local governments of all sizes and from all areas of B.C. to express concerns, share their experiences and take a united position.

UBCM member local governments submit resolutions on province-wide issues for consideration by the full membership at the Convention. Resolutions endorsed by the membership are conveyed to other orders of government or organizations involved in local affairs, as appropriate.

Issues too complex to be dealt with in a single resolution may be addressed through presentation of a policy paper for consideration by the membership at the Convention.

UBCM policy staff then build on the policy directions endorsed by membership through the resolutions process. Policy implementation activities have expanded from annual presentations to Cabinet to UBCM involvement in intergovernmental committees, regular meetings with Ministers and contact on a daily basis with other orders of government.

Resolutions to go forward will need to be submitted to the North Central Local Government Association by April 1, 2015.

Meeting Requests

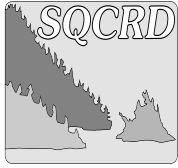
Local government elected officials or senior staff may wish to request a meeting with provincial government officials to discuss issues of importance and local challenges.

The provincial meeting process is coordinated directly by provincial staff, with the meeting request system for the 2015 UBCM Convention going live on June 15, 2015 at 8:30 am.

RECOMMENDATION:

Staff is seeking further direction from the Board in regard to 2015 UBCM resolution submissions and is recommending that the Board begin to discuss which, if any meetings, it would like to request at the 2015 UBCM Convention.

Staff is also seeking confirmation from Electoral Area Directors, as soon as is possible, on whether or not they will be attending the 2015 UBCM Convention.



STAFF REPORT

DATE: March 20, 2015

FROM: Daniel Fish, Deputy Corporate Officer

SUBJECT: April 2015 SQCRD Regular Board Meeting – Mainland Directors’ Travel

Recommendation:

THAT the staff report entitled “April 2015 SQCRD Regular Board Meeting – Mainland Directors’ Travel” be received;

AND THAT the Board provide staff with further direction.

BACKGROUND:

At the January 23, 2015 Regular meeting, the Board of the Skeena-Queen Charlotte Regional District (SQCRD) adopted the 2015 Skeena-Queen Charlotte Regional District Board Meeting Schedule, which included a Regular meeting scheduled for April 24th, 2015 in Masset, B.C.

At the February 20, 2015 Regular meeting the Board of the SQCRD agreed to hold a strategic planning session in Masset on April 25 & 26, 2015.

DISCUSSION:

In regard to travel to Haida Gwaii, staff is seeking consensus as to which arrangements would work best for the mainland Directors in traveling to Masset for the April 24th Regular Board meeting. Staff is also requesting confirmation (as soon as possible) as to which Directors will be attending, as the information is required in making travel reservations. Pricing scenarios have been calculated based on 5 mainland Directors traveling to Masset.

It is important to note that the SQCRD Regular Board meeting will be held in the Village of Masset Council chambers and, as such, accommodation for Friday evening would be within the Village of Masset. Staff is investigating the option of hosting the strategic planning session on North Beach and booking accommodation accordingly.

Staff is seeking further direction from the Board as to whether there is a desire to coordinate a group dinner in Masset before the 7:00PM Regular Board meeting on Friday, April 24th.

Option 1: Travel via Inland Air (Regular Flight)

| To Masset | To Prince Rupert |
|--|--|
| <u>Friday, April 24th, 2015</u> | <u>Monday, April 27th, 2015</u> |
| 8:30AM Depart from Prince Rupert | 10:00AM Depart from Masset |
| 9:15AM Arrive in Masset | 10:45AM Arrive in Prince Rupert |
| 2:00PM Depart from Prince Rupert | 3:30PM Depart from Masset |
| 4:15PM Arrive in Masset | 5:15PM Arrive in Prince Rupert |

Travel: \$2,401.40
Accommodation: ~\$1,983.00
Per Diem: \$1,200.00
\$5,584.40

Option 2: Travel via BC Ferries

| To Skidegate | To Prince Rupert |
|--|---|
| <u>Thursday, April 23rd, 2015</u> | <u>Tuesday, April 27th, 2015</u> |
| 10:00AM Depart from Prince Rupert | 10:00AM Depart from Skidegate |
| 5:00PM Arrive in Skidegate | 5:00PM Arrive in Prince Rupert |

When travelling from Prince Rupert to Skidegate, this travel option requires five (5) nights of accommodation and five and a half (5.5) days of per diem costs.

Pricing for this scenario includes cabin rentals for the ferry and vehicle allowance for Directors.

Travel: \$2,940.00
Accommodation: \$3,306.25
Per Diem: \$2,200.00
Vehicle Allowance: \$300.00
\$8,746.25

Option 3: Travel via Inland Air (Chartered Flight)

Friday, April 24th, 2015

Depart from Prince Rupert via a chartered flight. Time to be determined. Note that space is limited to 5 people, with minimal baggage, per charter. A charter flight is able to be scheduled for pickup on the following Monday morning.

Travel: \$3,106.98
Accommodation: ~\$1,983.00
Per Diem: \$1,200.00
\$6,289.98

Strategic Planning:

On March 12, staff met with the strategic planning facilitator to discuss the upcoming strategic planning session. It was recommended that staff bring forward an updated tracking report on the strategic priorities identified in 2013 for the Board's information (attached). Additionally, the facilitator has asked that the Board please complete a quick pre-session survey (hand-out). Please note that travel and accommodation for the strategic planning facilitator will be borne by the SQCRD.

1. Regional Leadership and Advocacy [Review: June; Aug; Oct; Dec; Feb; Apr; June; Sept]

| Develop and advocate for a Regional District strategy that addresses the rising cost of travelling on BC Ferries, as well as other transportation costs and expenses impacting all the communities on the North Coast | |
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| <u>Action</u> | <u>Update</u> |
| <ul style="list-style-type: none"> Design the strategy within three months <p><u>COMMENTS:</u> While the RD has not developed an in-house strategy to address this issue, the RD has supported organizations like the BC Ferry Coalition and encouraged other local governments to do the same. The RD, through staff and Directors, have participated in working groups tasked with addressing the current BC Ferries issues.</p> | |
| <ul style="list-style-type: none"> Identify who needs to be involved with the Regional District in advocating a coordinated position <p><u>COMMENTS:</u> The RD has put forward nominees to be appointed to area advisory committees and the BC Ferry Authority Board. The Chair also continues to work as a member of the Coastal Chairs group, which is addressing this issue.</p> | <p><u>Dec 2014</u> – RD nominated a resident to be considered for appointment to the BC Ferry Authority Board – decision pending until March 24, 2015</p> <p><u>Dec 2014</u> – RD Director appointed to the North Coast BC Ferries Advisory Committee</p> |
| <ul style="list-style-type: none"> Describe and implement its advocacy approach <p><u>COMMENTS:</u> The RD has advocated for stakeholders that are affected by recent BC Ferries issues on the provincial level, requesting meetings with designates at the UBCM convention. RD sought to collaborate with local governments to request a joint-meeting with the Premier to discuss BC Ferries and to request the local governments support the BC Ferry Coalition. Through working groups, the RD participates in discussion and meetings around the BC Ferries issue.</p> | <p><u>June 2013</u> - that staff arrange meetings with the relevant Ministries at UBCM 277-2013</p> <p><u>Sept 2013</u> – Meeting with MoTI arranged during UBCM</p> <p><u>Nov 2013</u> – Board received info on the recent BC Ferry announcements and directed staff to request a meeting with the Premier regarding the cuts.</p> <p><u>Nov 2013</u> - The Board responded to the MoT closure of the Sandspit Wharf to the public. Letter sent.</p> <p><u>Feb 2014</u> – letter sent to all local gov't and 1st nations in BC requesting that they write to the premier to request a joint meeting. Also that they support the Ferry Coalition</p> <p><u>April 2014</u> – Follow-up on replies (from above)</p> |

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| | <p>required</p> <p><u>Dec 2014</u> – Nomination for BC Ferry Authority Board</p> <p><u>Dec 2014</u> – BC Ferry Advisory Committee Appointment</p> <p><u>March 2015</u> – Coastal RD Chairs Group meeting with Minister Stone to discuss BC Ferries</p> |
| <ul style="list-style-type: none"> Share with its communities the results of its advocacy work <p><u>COMMENTS:</u> The RD could improve on the communication aspect of this priority. City of Prince Rupert did share the “Beyond Hope” report which was distributed to RD communities.</p> | <ul style="list-style-type: none"> RD appointments are made publicly available, including BCF appointments <p><u>2013-2014</u> – RD participation in BC Ferries and community liaison groups</p> |

1. Regional Leadership and Advocacy (Continued)

| Develop a Regional District plan that advocates for more revenue sharing for our communities based on the natural resources that are being extracted from the area | |
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| <u>Action</u> | <u>Update</u> |
| <ul style="list-style-type: none"> Research other models and design a strategy within six months <p><u>COMPLETE</u></p> | <p><u>July 2013</u> – staff circulated information regarding the Peace River Fair Share Agreement to all Board members</p> <p><u>Sept 2013</u>– staff circulated a report from the Kitimat-Stikine RD and City of Terrace entitled “Revenue Sharing in Northwestern BC”</p> <p><u>Sept 2013</u>– Staff attended a session hosted by RDKS to hear from consultants that were involved in the original fair share agreement for the Peace river.</p> |
| <ul style="list-style-type: none"> Identify who needs to be involved with the Regional District in advocating a coordinated approach | <p><u>Ongoing</u> – staff continue to be involved in conceptualizing a project of this nature</p> |
| <ul style="list-style-type: none"> Describe and implement its advocacy approach <p><u>COMMENTS:</u> The RD is currently working on this initiative with neighbouring communities.</p> | <p><u>June 2013</u> – that staff arrange meetings with the relevant Ministries at UBCM 277-2013</p> <p><u>Sept 2013</u> – Met with Premier and Minister Oakes at UBCM</p> <p><u>Dec 2013</u> – Staff attended a teleconference meeting with Min. Oakes to discuss impact on communities.</p> <p><u>April 2014</u> – Board to provide input into what support is required to address the lack of resources.</p> <p><u>Oct 2014</u> – Letter of intent to join regional working group sent out</p> <p><u>Feb 2015</u> – regional working group discussed at Board meeting; intent</p> |
| <ul style="list-style-type: none"> Share with its communities the results of its | |

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| advocacy work | |
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1. Regional Leadership and Advocacy (Continued)

| Create various communication mechanisms so Board members are fully informed of current and proposed initiatives on the North Coast | |
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| <u>Action</u> | <u>Update</u> |
| <ul style="list-style-type: none"> Restructure the Board agenda so Board members are given an opportunity to provide information on initiatives currently happening or proposed in their area <p><u>COMPLETE</u></p> | <p><u>June 2013</u> – Staff has developed a policy for Director Reports and will include “Director Reports” as a heading under new business on each agenda.</p> <p><u>Aug 2013</u> – Directors Reports now included on all Regular Board meeting agenda.</p> |
| <ul style="list-style-type: none"> Explore the possibility of including Haida Gwaii representatives at future Community to Community (C2C) forums <p><u>NOTE:</u> C2C Haida Gwaii has not been scheduled for 2015 and the deadline for funding has passed. Should there be a desire to follow-up, staff will need to be directed to do so. 2014 Haida Gwaii C2C was cancelled due to low interest.</p> | <p><u>June 2013</u> – Staff had a discussion with the C2C organizing staff at Port Edward. Based on that discussion, it does not seem that a combined C2C for both Mainland and Islands is practical.</p> <p><u>June 2013</u> - Staff was directed to explore developing a C2C application on Haida Gwaii to support the protocol process.</p> <p><u>Sept 2013</u> – Staff are waiting for input from Haida Gwaii communities regarding the application for the next C2C intake. Staff received a resolution supporting the RD application for C2C for the Oct intake.</p> <p><u>Dec 2013</u>– C2C has been approved and Staff is working with the HG CAO’s to coordinate a C2C forum in Tlell on March 5th. Canceled</p> <p><u>April 2014</u> – Mainland C2C scheduled for June 19th and 20th</p> <p><u>Aug 2014</u> – Letter of support to Port Edward regarding North Coast Port Communities Committee</p> <p><u>Dec 2014</u> – Corresponding with Port Edward regarding next C2C</p> <p><u>March 2015</u> – next mainland C2C scheduled with RD attendance (March 31)</p> |

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| <ul style="list-style-type: none">• Invite Northwest Community College to a Board meeting to discuss training and skill development opportunities that would support more employment being available for local residents <p><u>NOTE:</u> NWCC did not appear as a delegation before the Board, however, in preparing for 2014 UBCM minister meetings, staff did have lengthy discussion with NWCC staff in regard to training and skill development in anticipation of large-scale industrial expansion in region.</p> | <p><u>July 2014</u> – staff discussed training opportunities and challenges in the Northwest with NWCC professors</p> |
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1. Regional Leadership and Advocacy (Continued)

| Design how a long-term coordinated Regional Plan could be developed, involving all key stakeholders | |
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| <u>Action</u> | <u>Update</u> |
| <ul style="list-style-type: none"> Research various models / approaches for a coordinated regional plan | |
| <ul style="list-style-type: none"> Determine key stakeholders | <p><u>Sept 2013</u> – Received letter from North West Regional Hospital District requesting support for undertaking a Regional Growth Strategy. Information was subsequently sent to NWRHD regarding the legislation for RGS's.</p> |
| <ul style="list-style-type: none"> Meet with key stakeholders to discuss options for developing the plan | |
| <ul style="list-style-type: none"> Develop an action plan to move forward with the plan <p><u>COMMENTS:</u> This initiative is not coordinated by the SQCRD and an action plan to move forward is not decided in-house. RD has been compliant in meeting working group timelines and requests.</p> | <p><u>2014</u> – Staff is currently participating as a member of a working group to identify impacts from large scale industrial development for the region.</p> <p><u>2015</u> – staff continues to participate as a member of the aforementioned working group</p> |

2. Emergency Planning and Preparedness [Review: June; Oct; Jan; May; Sept]

| Improve the effectiveness of emergency management for the Region | |
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| <u>Action</u> | <u>Update</u> |
| <ul style="list-style-type: none"> Initiate contact with Member Municipalities and First Nations with the goal of developing both Mainland and Haida Gwaii Emergency Management Working Groups | <p><u>2013</u> – Staff has had some contact with Emergency Co-ordinators for first nations and muni's. However, due to resource constraints very little progress towards developing Emerg. Management working Groups has been achieved.</p> |
| <ul style="list-style-type: none"> Coordinate with Emergency Management BC to arrange continued training and access to other resources and / or support that may be available <p><u>COMMENTS:</u> This priority is ongoing with staff having participated in EMBC courses throughout 2014. Further discussion and coordination will be required for 2015.</p> | <p><u>June 2013</u> – EMBC traveling to Prince Rupert and Haida Gwaii to discuss tsunami risks in coastal BC and to share recent updates to the BC tsunami notification process.</p> <p><u>Aug 2013</u> – Staff attended sessions on Tsunami Planning held in Prince Rupert and various locations on Haida Gwaii in June</p> <p><u>Sept 2013</u> – Meeting requested at UBCM with Ministry of Justice to discuss replacement funding for the discontinued federal Joint Emergency Preparedness Program</p> <p><u>Nov 2013</u>– Staff attended an EMBC forum held in PR. The session was well attended including a few residents from Area A & C. Environment Canada has provided the RD with 7 Weather Radios that can be issued to key people in each of the rural communities.</p> <p><u>2014</u> - Staff is planning to attend meetings in Dodge Cove (February 9th) and Oona River in the new year. EMBC and 4 communities on Haida Gwaii will be hosting Tsunami Education Forums February 10, 11, 12, 13. Staff has coordinated joint advertising for the events.</p> <p><u>April 2014</u> - SQCRD sponsored Evacuation Response training through EMBC to be hosted in Prince Rupert. Course was also planned for Haida Gwaii but was cancelled.</p> <p><u>Oct 2014</u> – letter to feds regarding marine response</p> <p><u>Nov/Dec 2014</u> – staff involved in response and debrief on vessel adrift incident</p> |

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| | <p><u>Nov 2014</u> – letter to CoPR regarding regional marine response</p> <p><u>Feb 2015</u> – response from province and federal government in regard to emergency marine response on north coast; reports and initiatives taking place at both levels of gov't</p> <p><u>Mar 2015</u> – correspondence from EMBC going to Board in regard to elected official emergency management training sessions</p> |
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2. Emergency Planning and Preparedness (Continued)

| Increase the knowledge and abilities of volunteers to respond effectively to emergencies at the local level | |
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| <u>Action</u> | <u>Update</u> |
| <ul style="list-style-type: none"> Develop and support community-based Emergency Response Groups in key communities within the electoral areas <p>COMMENTS: Emergency response in Electoral Area D is a current focus for the RD, given the capacity issues of the region.</p> | <p><u>June 2013</u> – while on Island for the EMBC sessions, staff will be talking with local contacts regarding formalizing the emergency response groups.</p> <p>Dec 2013 – Staff has not been able to devote any time to developing community capacity. Area D is looking at contracting with a local resident to facilitate some of the emergency management activities for Graham Island.</p> <p><u>2014</u> - Staff is in the process of contracting with a resident of HG to work on building community capacity development and developing a needs assessment.</p> <p><u>May 2014</u> – Staff had arranged for a local resident to undertake capacity development and developing a needs assessment, however the resident was unable to fulfill this capacity. No further progress has been made.</p> <p><u>Nov 2014</u> – Staff working with SEPP to apply for tenure on evacuation site for Sandspit</p> <p><u>Dec 2014</u> – fire dispatch in Area D raised as a concern at the Board level</p> <p><u>Feb 2015</u> – staff present report outlining options for fire dispatch; scope of project was broadened to include neighboring municipalities</p> <p><u>Feb 2015</u> – Staff has submitted applications for the proposed evacuation site; referral process ongoing</p> |
| <ul style="list-style-type: none"> Develop community-specific Response Protocols | <p><u>2015</u> – emergency response plans drafted in collaboration with SEPP</p> |

3. Recycling on Haida Gwaii

[Review: June; Sept; Nov; Apr; Aug; Oct]

| Review and decide on the future direction for Recycling on Haida Gwaii | |
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| <u>Action</u> | <u>Update</u> |
| <ul style="list-style-type: none"> Review initial cost / volume figures from staff on the current operation in May | <p><u>May</u> - Staff presented a power point report at the May 8th Island Directors Advisory Committee meeting. Staff will update the report and circulate to all directors.</p> |
| <ul style="list-style-type: none"> Decide what additional information is required to examine the current operations and future options <p><u>COMMENTS:</u> This is ongoing for the RD with the most recent discussions with MMBC leading to further investigation into the MMBC recycling program on Haida Gwaii and the program's deficiencies.</p> | <p><u>June 2013</u> - Staff to circulate updated Island Recycling power point</p> <p><u>June 2013</u> - Staff to develop strategies for more communication with public</p> <p><u>Dec 2013</u> – the RD has entered into an agreement with MMBC for a financial incentive for collection of residential PPP material. This incentive includes a per household allowance for education. Staff will be working in conjunction with the Mainland Recycling to develop an update brochure; improved signage; and advertising. Staff has also had a discussion with the Observer about doing a series of articles on recycling on HG.</p> <p>2014</p> <p><u>April 2014</u> – Residential PPP collection program to begin May 19th. Staff currently reviewing agreement with post collection contractor to provide handling services. New Recycling Summer Student to start approximately May 1st.</p> <p><u>May/Aug 2014</u> – Summer Student hired to undertake various public ed events for recycling; press releases, ads, events,</p> <p><u>Aug 2014</u> – Depot in Queen Charlotte Opened</p> <p><u>Oct 2014</u> – Bylaw Amendment</p> <p><u>Feb 2015</u> – staff met with MMBC staff to discuss recycling on HG and the current shortfalls/constraints</p> |

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| | <u>Feb 2015</u> – MMBC as delegation for Board meeting to discuss recycling program on HG |
| <ul style="list-style-type: none"> Identify what is the most effective way of consulting with the community on future options | <u>Oct 2014</u> – HG business owners as delegations to Board to discuss current deficiencies |
| <ul style="list-style-type: none"> Decide on the future direction and communicate effectively those decisions with all of Haida Gwaii <p><u>COMMENTS:</u> The RD may wish to look into a recycling education awareness student for HG in 2015. Using funds from the MMBC marketing program which were used in 2014.</p> | <u>Ongoing</u> – MMBC is looking at options for rural area recycling program |

4. Governance Structure for Sandspit

[Review: Aug; Nov; Mar; Jun; Oct]

| Resolve what the future governance structure should be for Sandspit | |
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| <u>Action</u> | <u>Update</u> |
| <ul style="list-style-type: none"> Work collaboratively with the Moresby Island Management Committee (MIMC) on a community survey that attempts to find out if the residents of Sandspit are interested in considering a different structure for its community in the future | <p><u>June 2013</u> – no action taken to date.</p> <p><u>July 2014</u> – public forum held in Sandspit to discuss a number of community issues.</p> |
| <ul style="list-style-type: none"> Identify what the various options and costs would be for conducting a restructuring study <p><u>COMMENTS:</u> Late 2014 the Province indicated that they would be following up with an alternative governance structure study for the community of Sandspit.</p> | <p><u>May & June 2013</u> – staff has discussed with Ministry staff regarding the option of conducting a mini study; waiting to hear back from the Ministry.</p> |
| <ul style="list-style-type: none"> Continue to lobby the Province to support a restructure for Sandspit based on the communities desires | <p><u>Sept 2013</u> – Staff meeting with Ministry staff at UBCM</p> <p><u>Dec 2013</u> – the Ministry is in the process of writing to the Board regarding the possibility of doing a “mini-study” for Sandspit</p> <p><u>Sept 2014</u> – RD met with Minister to discuss Sandspit incorporation</p> <p><u>Oct 2014</u> – letter to ministry to request that Sandspit be a “pilot project” for alternative governance structure</p> |

5. Water Quality in Sandspit

[Review: Jun; Sep; Dec; May; Aug]

| Examine the current extent of the water quality situation in Sandspit and decide on a future direction | |
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| <u>Action</u> | <u>Update</u> |
| <ul style="list-style-type: none"> Receive and review all the information collected by the Moresby Island Management Committee on the extent of the problem | <p><u>April 23rd & June 4th</u> – Staff requested all information related to water quality issue. Quarterly lab reports for 2011 and early 2012 received. 278-2013</p> |
| <ul style="list-style-type: none"> Research what alternative approaches are being used in other areas as well as gathering information from UBCM's Small Water Systems Working Group | <p><u>May & June 2013</u> – staff has talked with Doug Quibell regarding the options. Staff has also contacted numerous local governments to get info on capital and operating cost of small plants. A report was included on the June agenda.</p> <p><u>2015</u> – staff working with the Village of Queen Charlotte to discuss water treatment and potential to collaborate</p> |
| <ul style="list-style-type: none"> Invite Northern Health to meet with the Regional District to discuss the extent of the problem and what possible strategies are available to resolve the issue | <p><u>Oct 2013</u> – Northern Health attended the October Board meeting to talk about water quality and options for Sandspit.</p> <p><u>Dec 2013</u> – The infrastructure planning grant for Sandspit has been approved and Staff is awaiting an agreement from the Province</p> |
| <ul style="list-style-type: none"> Decide on a future course of action <p><u>COMMENTS:</u> Awaiting on the Province for confirmation of grant extension. MIMC has received the Proposals and has asked for additional information. Final word on grant extension due in April 2015.</p> | <p><u>June 2013</u> – Staff directed to continue to follow-up on IP Grant. Once a grant is received, staff to report back to the Board regarding the hiring of a qualified engineer to perform a feasibility study. 279-2013</p> <p><u>Sept 2013</u> – Meeting with Ministry Community sport and Cultural Development requested at UBCM to discuss the status of the Infrastructure Planning Grant and the importance of the feasibility study to Sandspit.</p> <p><u>Sept 2013</u> – Meeting with Ministry of Health at UBCM regarding the Province's stance on disinfection by-products and non-compliance with Canadian drinking water guidelines.</p> <p><u>May 2014</u> – RD signed an agreement with the Ministry for a Infrastructure Planning Grant to determine the feasibility of a filtration system. MIMC</p> |

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| | <p>was tasked with undertaking the study including hiring a qualified engineer.</p> <p><u>Nov 2014</u> – Requested an extension for planning grant; Request for Proposals for feasibility study put on hold until new MIMC committee can review.</p> <p><u>Jan 2015</u> – MIMC received the water study RFP documents</p> |
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Haida Gwaii Recreation Coordinator's Report
Month End: February 2015
Submitted By: Lucy Neville

The HG Recreation Commission has four categories, from September to June, that our programs fall into; Registered Programs, Movies, Drop-in Programs, and Community Events. We also assist in obtaining rental spaces and advertising help for community members.

Registered Programs

Bike Re-Psych – Crafting fenders from driftwood for repurposed bicycles, eager grease monkeys have been flocking to this program's new location at the **Queen Charlotte** Teen Centre, with **25** participants working on repairs and receiving bicycle education this February.

Weight Room Orientations – BCRPA instructor Amber Bellis held an orientation on February 11th in **Port Clements** with a total of **2** people; instructor Lisa Shoop held an orientation on February 12th at the weight room in **Queen Charlotte** with a total of **6** participants.

Alternate Fitness – led by septuagenarian and BCRPA-certified Fitness instructor Harold White, this program ran twice-weekly classes at the HG Rec Building in **Masset**, every Tuesday and Thursday with a total of **21** participants in February. Multitalented instructor Ruth Bellamy led the Alternate Fitness class in **Port Clements** with a total of **18** attendees this month.

Yoga Foundations Level I&II – combining the beginner and intermediate practices into one mixed-level flow course, instructor Sarah Aasen focuses on grounding and balancing in this iyengar-based yoga, held Tuesday and Thursday evenings in **Masset** at the HG Rec Building. A total of **85** participants learned to gently stretch and strengthen this February. In a surprise twist, renowned Haida singer Vern Williams has joined Sarah for the past month to close the sessions with a series of songs during Shivasana, while yogis are gently rejuvenating before the class ends.

Spring Into Fitness – moving fluidly from yoga to alternate fitness to Pilates, instructor Ruth Bellamy kicked off this combination Interval Circuit and Pilates class, held twice weekly at the Multiplex Gym in **Port Clements**, with a total of **28** participants this February.

Mixed Levels Circuit Fitness – led by BCRPA-certified instructor Heather Brule, this high-intensity course combines interval training, weights, cardio and core-strength conditioning. Held each Wednesday at the **Queen Charlotte** Secondary Gym, this program averaged **32** participants in February.

Senior's Hatha Yoga – led by longtime HG Rec instructor Jennifer Pigeon, this program focuses on spinal stabilization, relaxation, controlled stretching and rebalancing; it runs twice weekly in **Port Clements**, with a total of 29 participants this February.

Shito Ryu Children & Adult Karate – Sensei Deavlan Bradley has once again harnessed the considerable energy of island youth twice a week at the **Queen Charlotte** Secondary Gym, with 24 children and 12 adults attending every Tuesday and Thursday.

Stress Reduction & Mindfulness Training – returning HG Rec instructor and Swiss psychologist Barbara Pamment coached a group of 17 in **Queen Charlotte** on techniques for understanding the stress cycle, and means to reduce daily pressures, at Sun Studio once weekly this February.

Children & Youth Dance Classes – longtime HG Rec instructor Ceitlynn Epnors concluded the Spring session of her signature combination of jazz, ballet, musicality and creative movement. The youth classes ran weekly at the **Queen Charlotte** Sun Studio, and had a total of 12 young dancers.

Mixed Levels Vinyasa Flow Yoga – instructor Alyssa Stapleton continued this course, focused on lengthening, flow-based stretch, in **Port Clements** twice weekly this February. Supported by the Port Clements Recreation Committee, this program is free for all to join and slough off winter stiffness. A total of 31 participants realigned, lengthened and stretched this month.

Elders Engagement: Cooking with Local Foods – returning HG Rec instructor Kiku Dhanwant leads this workshop based on incorporation of local foods and harvests, including proper preparation and economic use of ingredients, once weekly in **Port Clements** this February; a total of 47 participants seasoned, chopped, stirred and tasted their way through a rainbow of local produce, harvests, and savoury ingredients.

Listen and Learn: Intergenerational Mentorship – a successful grant meant the continuation of a new program this February focused on intergenerational mentorship. This month saw a diverse array of programs in **Port Clements** and **Queen Charlotte** featuring stone and cement sculpture, hands-on pottery, Hatha yoga, East Indian cooking, and casting plant silhouettes. A total of 143 seniors and youth attended the programs this month across both communities.

Movie Nights

The animated hit ‘Penguins of Madagascar’ made a splash on the big screen in Masset, Port Clements, Queen Charlotte and Sandspit this February, with spectacular concessions by the GMD Grad class, Port Clements Rec Committee, 24/7 Youth Group and Sandspit Canadian Junior Rangers.

Masset - 24

Port Clements - 48

Queen Charlotte - 41

Sandspit – 12

Total: 125

Drop In Programs

Haida Gwaii Rec. provides insurance and First Aid to all volunteers willing to run drop in programs throughout the school year at all island schools. Volunteers collect toonies to cover the School District 50 rental fee, and are charged per course for any incurred equipment damages. To register a sport for drop-in, a valid and current First Aid certificate is required. The Fall season of Drop-in Sports concluded on December 17th, just prior to school closures.

Queen Charlotte Secondary School Gym

Mondays:

Hula-Hooping 6:00 – 7:00

Pickleball 7:00 – 8:00

Indoor Soccer 8:00 – 10:00

Tuesdays:

Floor Hockey 9:00 – 10:00

Wednesdays:

Dodgeball 8:00 – 10:00

Thursdays:

Volleyball 9:00 – 10:00

Fridays:

Floor Hockey 8:00 – 10:00

George M. Dawson Secondary School Gym

Mondays:

Volleyball 7:00 – 9:00

Tuesdays:
Badminton 7:00 – 9:00

Wednesdays:
Women's Basketball 5:00 – 7:00
Sr Men's Basketball 7:00 – 9:00

Thursdays:
Men's Basketball 7:00 – 9:00

Sundays:
Indoor Soccer 3:00 – 5:00

Sk'aadgaa Naay Elementary School Gym

Wednesdays:
Youth Floor Hockey 6:00 – 8:00

A.L. Mathers Elementary School Gym

Wednesdays:
Open Gym Night 5:30 – 8:30

Sundays:
Badminton 6:00 – 8:00

Fridays:
Floor Hockey 6:00 – 9:00

Events and Affiliated Programs

Masset Lecture Series

In collaboration with Northwest Community College (NWCC) and Mount Moorsby Adventure Camp, HG Rec has created the **Masset** Lecture Series, based on the similarly-named CBC Massey Lecture Series, held each year since 1961. The Masset Lecture Series is community-led and takes place every other Monday evening, with two speakers per event. Daniel Binnema, Tiffany Scholey, Rosie Sheppard and Sarah Stevenson all held forth this month on topics as diverse as the medicinal gathering and usage of Haida Gwaii herbs and plants, eco-psychology and the collective response to climate change, rock-climbing and topographical assessment of potential new sites in Juskatla, and the history of gardening on Haida Gwaii. A total of **113** locals attended all four lectures this February.

HG ASSAI Programs

With a mid-season bump before Spring Break, the HG After School Sport and Arts Initiative (ASSAI) program is well into its fourth year on **Haida Gwaii**, and offers a wide variety of sport, art and cultural programs across the islands free to youth ages 5-18.

Acrobatic Dance (TAH) – 32
Acrobatic Dance (PCES) – 37
Acrobatic Dance (SKA) – 86
Choreographed Dance (SKA) – 38
Surf Club (all-island) – 23
School of Rock (QCSS) – 27
After School Sports and Games (SKA) – 94
After School Arts and Crafts (OMYC) – 44
After School Sports and Games (OMYC) – 72
Fibre Arts: Create, Make, Wear! (GMD) – 9
Healthy Body, Healthy Spirit (GMD) – 8
Kayak Club (PCES) – 12
SUP (Stand-Up Paddleboard) Club (all-island) – 12
Visual Arts (PCES) – 21
'Art'chery (SKA) – 47
Elementary Improv (SKA) – 32
Intro to Photography (QCSS) – 29
Theatre Thursdays (ALM) – 36

Total HG ASSAI February participants: **659**

Total February 2015 participants in HG Rec programs/events: 1,429

** Total February 2014 participants in HG Rec programs/events: 682*

Upcoming Spring Classes

Movie Nights – a little comedy and a little adventure-fantasy, the third and final installation of the 'Night at the Museum' series, 'Secret of the Tomb' will be coming to Haida Gwaii from March 27-29, showing in **Port Clements, Queen Charlotte, Masset** and **Sandspit**.

Weight Room Orientations – Instructor Lisa Shoop will host an orientation at the weight room March 12th in **Queen Charlotte**.

Masset Lecture Series – Jamie Biggar, Dominic Legault, Tom Kertes and Dan Schulbeck will host lectures this March in **Masset**, on local governance revisioning, whole-child education, the localized botany roots of pharmacology, and the history of music.

Beginner Bellydance – starting again in **Masset** this March, the scarves, shaking and shimmying will be in full roll at the HG Rec Building each Wednesday!

Additional Reporting

Gwaii Trust Youth Program Application

Grant-writing season is in full swing, and hot on the heels of the Canada Summer Jobs grant comes the twice-yearly intake for the GTS Youth Program. The HG Rec Coordinator submitted a proposal for the 32nd annual HG Rec Summer Program, which will once again take place throughout July and August across Haida Gwaii, in Masset, Port Clements, Queen Charlotte and Sandspit. Two island youth will be hired full-time for the duration of the camps, which focus on experiential education, active play and exploration, and artistic creative endeavours.

Pleasure Craft Operators Card (PCOC) Program Closure

Due to the decrease in demand for written and proctored exams, and the success of the online version of the course, the BC LifeSaving Society is terminating the PCOC program's print version in June of 2015. HG Recreation will continue to offer the exam and manuals until the end of June, and will redirect participants to the online course from thereon out.

Lucy Neville

Haida Gwaii Recreation Coordinator

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**BYLAW NO. 596, 2015****A BYLAW TO ADOPT THE FIVE-YEAR FINANCIAL PLAN FOR THE YEARS 2015 TO 2019**

The Board of the Skeena-Queen Charlotte Regional District, in open meeting assembled, enacts as follows:

1. Schedule "A" attached hereto and made part of the bylaw is hereby adopted as the Five Year Financial Plan for the Skeena-Queen Charlotte Regional District for the years 2015 – 2019, inclusive;
2. This Bylaw may be cited as the "Skeena-Queen Charlotte Regional District Five-Year Financial Plan Years 2015 – 2019, Bylaw No. 596, 2015";
3. Bylaw No. 577, 2014, cited as "Skeena-Queen Charlotte Regional District Five-Year Financial Plan Years 2014 – 2018, Bylaw No. 577, 2014" is hereby repealed.

READ A FIRST TIME this _____ day of _____, 2015.

READ A SECOND TIME this _____ day of _____, 2015.

READ A THIRD TIME this _____ day of _____, 2015.

ADOPTED this _____ day of _____, 2015.

Barry Pages
Chair

Deputy Corporate Officer



From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|----------------------------------|--------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Administration | | | | | | |
| 01-1-110-5000 | Property Tax Requisitions | -329,252 | -326,975 | -337,979 | -348,276 | -352,447 |
| 01-1-110-5100 | Grant In Lieu Of Taxes | -19,000 | -18,700 | -18,700 | -18,700 | -18,700 |
| 01-1-110-5300 | RD Basic Grant | -120,000 | -120,000 | -120,000 | -120,000 | -120,000 |
| 01-1-110-5400 | Grants Unconditional | -23,000 | -7,500 | -7,500 | -7,500 | -7,500 |
| 01-1-110-6660 | Investment Income | -7,440 | -7,000 | -7,000 | -7,000 | -7,000 |
| 01-1-110-7100 | Support Service Recovery | -261,293 | -302,809 | -313,888 | -326,317 | -332,474 |
| Total General Revenue | | -759,985 | -782,984 | -805,067 | -827,793 | -838,121 |
| 01-3-110-7200 | Director Remuneration | 91,296 | 91,268 | 93,094 | 94,956 | 94,956 |
| 01-3-110-7220 | Director Travel | 27,750 | 26,100 | 26,100 | 26,100 | 26,100 |
| 01-3-110-7240 | Meeting Expenses | 6,150 | 3,800 | 3,800 | 3,800 | 3,800 |
| 01-3-110-7300 | Staff Salaries & Wages | 364,396 | 410,427 | 426,845 | 443,754 | 452,127 |
| 01-3-110-7310 | Payroll Overhead & Benefits | 81,297 | 89,703 | 93,292 | 96,988 | 98,816 |
| 01-3-110-7320 | Staff Travel | 22,025 | 18,300 | 18,300 | 18,300 | 18,300 |
| 01-3-110-7330 | Staff Training & Conferences | 10,500 | 6,540 | 6,540 | 6,540 | 6,540 |
| 01-3-110-7335 | Memberships | 8,430 | 9,180 | 9,180 | 9,180 | 9,180 |
| 01-3-110-7410 | Advertising & Promotions | 2,150 | 1,250 | 1,250 | 1,250 | 1,250 |
| 01-3-110-7430 | Bank Charges | 2,055 | 2,205 | 2,205 | 2,205 | 2,205 |
| 01-3-110-7440 | Postage | 1,400 | 668 | 668 | 668 | 668 |
| 01-3-110-7450 | Subscriptions | 1,100 | 1,100 | 1,100 | 1,100 | 1,100 |
| 01-3-110-7470 | Computer Maintenance | 27,380 | 16,880 | 16,880 | 16,880 | 16,880 |
| 01-3-110-7480 | Office Supplies | 6,936 | 6,836 | 6,836 | 6,836 | 6,836 |
| 01-3-110-7500 | Liability Insurance | 8,030 | 8,739 | 8,739 | 8,739 | 8,739 |
| 01-3-110-7610 | Telephone | 6,840 | 6,600 | 6,600 | 6,600 | 6,600 |
| 01-3-110-7620 | Email / Website | 3,780 | 3,592 | 3,592 | 3,592 | 3,592 |
| 01-3-110-7630 | Photo Copier | 4,080 | 3,620 | 3,620 | 3,620 | 3,620 |
| 01-3-110-7720 | Professional Fees | 78,250 | 32,000 | 32,000 | 32,000 | 32,000 |
| 01-3-110-7730 | Legal Services | 8,250 | 4,250 | 4,250 | 4,250 | 4,250 |
| 01-3-110-8010 | Building Insurance | 490 | 450 | 450 | 450 | 450 |
| 01-3-110-8020 | Utilities (Building) | 1,000 | 6,256 | 6,506 | 6,765 | 6,892 |
| 01-3-110-8030 | Building Maintenance | 500 | 1,000 | 1,000 | 1,000 | 1,000 |
| 01-3-110-8040 | Rent | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 |
| 01-3-110-8050 | Janitorial | 3,900 | 5,220 | 5,220 | 5,220 | 5,220 |
| 01-3-110-8100 | Grants - Unconditional | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 01-3-110-8400 | Contribution to Reserves | 39,640 | 0 | 0 | 0 | 0 |
| 01-3-110-8800 | Prior Year (Surplus) / Deficit | -74,640 | 0 | 0 | 0 | 0 |
| Total General Expense | | 759,985 | 782,984 | 805,067 | 827,793 | 838,121 |
| Administration (Surplus)/Deficit | | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |

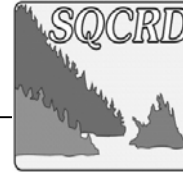
SKEENA-QUEEN CHARLOTTE RD
Budget Department by Category



GL529
Date :

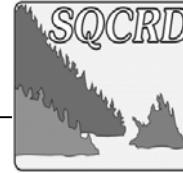
From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|---|---|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Electoral Area Administration | | | | | | |
| 01-1-120-5000 | Property Tax Requisitions | -95,951 | -96,777 | -99,008 | -101,239 | -103,440 |
| 01-1-120-5100 | Grant In Lieu Of Taxes | -2,600 | -2,600 | -2,600 | -2,600 | -2,600 |
| 01-1-120-5300 | RD Basic Grant | -80,000 | -80,000 | -80,000 | -80,000 | -80,000 |
| Total General Revenue | | -178,551 | -179,377 | -181,608 | -183,839 | -186,040 |
| 01-3-120-7100 | Support Services - EA Admin | 42,166 | 43,009 | 43,853 | 44,696 | 45,539 |
| 01-3-120-7200 | Director Remuneration | 66,423 | 67,751 | 69,080 | 70,408 | 71,736 |
| 01-3-120-7220 | Director Travel | 32,230 | 30,820 | 30,820 | 30,820 | 30,820 |
| 01-3-120-7230 | Director Conferences & Prof. Developmer | 4,640 | 4,640 | 4,640 | 4,640 | 4,640 |
| 01-3-120-7240 | Meeting Expenses | 500 | 500 | 500 | 500 | 500 |
| 01-3-120-7310 | Payroll Overhead & Benefits | 1,512 | 1,457 | 1,515 | 1,575 | 1,605 |
| 01-3-120-7320 | Staff Travel | 2,200 | 2,200 | 2,200 | 2,200 | 2,200 |
| 01-3-120-7335 | Memberships | 780 | 900 | 900 | 900 | 900 |
| 01-3-120-7480 | Office Supplies | 100 | 100 | 100 | 100 | 100 |
| 01-3-120-7730 | Legal Services | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 01-3-120-8100 | Contribution to MIMC | 23,000 | 23,000 | 23,000 | 23,000 | 23,000 |
| 01-3-120-8400 | Contribution to Reserves | 39,010 | 0 | 0 | 0 | 0 |
| 01-3-120-8800 | Prior Year (Surplus) Deficit | -39,010 | 0 | 0 | 0 | 0 |
| Total General Expense | | 178,551 | 179,377 | 181,608 | 183,839 | 186,040 |
| Electoral Area Administration (Surplus)/Deficit | | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |



From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

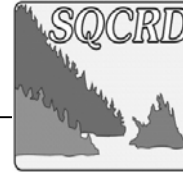
| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|--|---|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Electoral Area 'E' Administration | | | | | | |
| 01-1-121-5000 | Property Tax Requisition | -12,000 | -12,000 | -12,000 | -12,000 | -12,000 |
| 01-1-121-5100 | Grant In Lieu of Taxes | -250 | -250 | -250 | -250 | -250 |
| | Total General Revenue | -12,250 | -12,250 | -12,250 | -12,250 | -12,250 |
| 01-3-121-8700 | Contingency | 22,011 | 12,250 | 12,250 | 12,250 | 12,250 |
| 01-3-121-8800 | Prior Year Surplus / Deficit | -9,761 | 0 | 0 | 0 | 0 |
| | Total General Expense | 12,250 | 12,250 | 12,250 | 12,250 | 12,250 |
| | Electoral Area 'E' Administration (Surplus)/Deficit | 0 | 0 | 0 | 0 | 0 |
| | Report Total --> | 0 | 0 | 0 | 0 | 0 |



From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|-------------------------------|-----------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Elections | | | | | | |
| 01-1-130-5000 | Property Tax Requisitions | -5,000 | -5,000 | -5,000 | -5,000 | -5,000 |
| 01-1-130-5100 | Grant in Lieu of Taxes | -200 | -200 | -200 | -200 | -200 |
| 01-1-130-8200 | Transfer from Reserve - Elections | 0 | 0 | 0 | 0 | -20,800 |
| Total General Revenue | | -5,200 | -5,200 | -5,200 | -5,200 | -26,000 |
| 01-3-130-8400 | Contribution to Reserves | 5,728 | 5,200 | 5,200 | 5,200 | 0 |
| 01-3-130-8700 | Contingency | 0 | 0 | 0 | 0 | 26,000 |
| 01-3-130-8800 | Prior Year (Surplus) / Deficit | -528 | 0 | 0 | 0 | 0 |
| Total General Expense | | 5,200 | 5,200 | 5,200 | 5,200 | 26,000 |
| Elections (Surplus)/Deficit | | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |

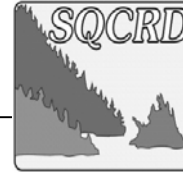
SKEENA-QUEEN CHARLOTTE RD
Budget Department by Category



GL529
Date :

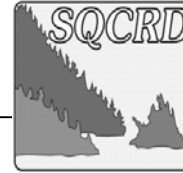
From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|-------------------------------|---|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Grant-In-Aid - All | | | | | | |
| 01-1-170-5000 | Property Tax Requisitions | -2,113 | -2,250 | -2,250 | -2,250 | -2,250 |
| 01-1-170-5100 | Grant In Lieu Of Taxes - Grant-In-Aid - | -150 | -150 | -150 | -150 | -150 |
| | Total General Revenue | -2,263 | -2,400 | -2,400 | -2,400 | -2,400 |
| 01-3-170-8100 | Grants to Other Organizations | 2,400 | 2,400 | 2,400 | 2,400 | 2,400 |
| 01-3-170-8800 | Prior Year (Surplus)/Deficit | -137 | 0 | 0 | 0 | 0 |
| | Total General Expense | 2,263 | 2,400 | 2,400 | 2,400 | 2,400 |
| | Grant-In-Aid - All (Surplus)/Deficit | 0 | 0 | 0 | 0 | 0 |
| | Report Total --> | 0 | 0 | 0 | 0 | 0 |



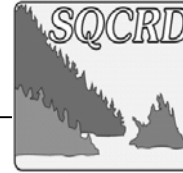
From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|---|--|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Grant-In-Aid - Area A | | | | | | |
| 01-1-171-5000 | Property Tax Requisitions - Grant-In-Aid | -598 | -640 | -640 | -640 | -640 |
| 01-1-171-5100 | Grant in Lieu of Taxes | -20 | -20 | -20 | -20 | -20 |
| Total General Revenue | | -618 | -660 | -660 | -660 | -660 |
| 01-3-171-8100 | Grants to Other Organizations | 660 | 660 | 660 | 660 | 660 |
| 01-3-171-8800 | Prior Year (Surplus)/Deficit | -42 | 0 | 0 | 0 | 0 |
| Total General Expense | | 618 | 660 | 660 | 660 | 660 |
| Grant-In-Aid - Area A (Surplus)/Deficit | | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |



From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|---|--|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Grant-In-Aid - Area C | | | | | | |
| 01-1-172-5000 | Property Tax Requisitions - Grant-In-Aid | -1,400 | -1,400 | -1,400 | -1,400 | -1,400 |
| 01-1-172-5100 | Grant in Lieu of Taxes | -30 | -30 | -30 | -30 | -30 |
| 01-1-172-5400 | Grant in Aid (Tsunami Preparedness) | -5,293 | 0 | 0 | 0 | 0 |
| Total General Revenue | | -6,723 | -1,430 | -1,430 | -1,430 | -1,430 |
| 01-3-172-8700 | Contingency | 8,159 | 1,430 | 1,430 | 1,430 | 1,430 |
| 01-3-172-8800 | Prior Year (Surplus) / Deficit | -1,436 | 0 | 0 | 0 | 0 |
| Total General Expense | | 6,723 | 1,430 | 1,430 | 1,430 | 1,430 |
| Grant-In-Aid - Area C (Surplus)/Deficit | | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |



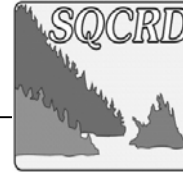
From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|-------------------------------|--|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Grant-In Aid - Area D | | | | | | |
| 01-1-173-5000 | Property Tax Requisitions - Grant-In Aid | -1,500 | -2,000 | -2,000 | -2,000 | -2,000 |
| 01-1-173-5100 | Grant in Lieu of Taxes | -20 | -20 | -20 | -20 | -20 |
| | Total General Revenue | -1,520 | -2,020 | -2,020 | -2,020 | -2,020 |
| 01-3-173-8100 | Grants to Other Organizations | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 |
| 01-3-173-8700 | Contingency | 1,712 | 20 | 20 | 20 | 20 |
| 01-3-173-8800 | Prior Year (Surplus)/Deficit | -2,192 | 0 | 0 | 0 | 0 |
| | Total General Expense | 1,520 | 2,020 | 2,020 | 2,020 | 2,020 |
| | Grant-In Aid - Area D (Surplus)/Deficit | 0 | 0 | 0 | 0 | 0 |
| | Report Total --> | 0 | 0 | 0 | 0 | 0 |



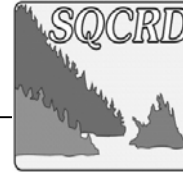
From Category: 110 To Category: 950
Account Code: ??-?-???-???? To : ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|---|------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Grant-In-Aid - Area E | | | | | | |
| 01-1-174-5000 | Property Tax Requisition | -3,900 | -3,900 | -3,900 | -3,900 | -3,900 |
| 01-1-174-5100 | Grant in Lieu of Taxes | -100 | -100 | -100 | -100 | -100 |
| Total General Revenue | | -4,000 | -4,000 | -4,000 | -4,000 | -4,000 |
| 01-3-174-8700 | Contingency | 5,398 | 4,000 | 4,000 | 4,000 | 4,000 |
| 01-3-174-8800 | Prior Year (Surplus)/Deficit | -1,398 | 0 | 0 | 0 | 0 |
| Total General Expense | | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 |
| Grant-In-Aid - Area E (Surplus)/Deficit | | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |



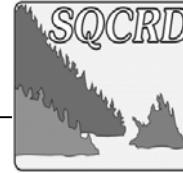
From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|---------------------------------|--|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Member Municipality Debt | | | | | | |
| 01-1-190-6810 | MM Debt Recovery | -1,974,601 | -1,843,039 | -1,657,341 | -1,657,341 | -1,657,341 |
| | Total General Revenue | -1,974,601 | -1,843,039 | -1,657,341 | -1,657,341 | -1,657,341 |
| 01-3-190-8210 | Interest on Debenture Debt | 1,085,635 | 1,003,520 | 916,820 | 916,820 | 916,820 |
| 01-3-190-8220 | Principal on Debenture Debt | 888,966 | 839,519 | 740,521 | 740,521 | 740,521 |
| | Total General Expense | 1,974,601 | 1,843,039 | 1,657,341 | 1,657,341 | 1,657,341 |
| | Member Municipality Debt (Surplus)/Deficit | 0 | 0 | 0 | 0 | 0 |
| | Report Total --> | 0 | 0 | 0 | 0 | 0 |



From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|-------------------------------|----------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Sandspit Fire | | | | | | |
| 01-1-210-5000 | Property Tax Requisitions | -27,500 | -27,500 | -27,500 | -27,500 | -27,500 |
| 01-1-210-5100 | Grant In Lieu Of Taxes | -1,100 | -1,100 | -1,100 | -1,100 | -1,100 |
| | Total General Revenue | -28,600 | -28,600 | -28,600 | -28,600 | -28,600 |
| 01-3-210-7100 | Support Services - Sandspit Fire | 2,647 | 2,951 | 3,069 | 3,191 | 3,316 |
| 01-3-210-7810 | Insurance - Sandspit Fire | 120 | 120 | 120 | 120 | 120 |
| 01-3-210-8020 | Utilities | 250 | 255 | 260 | 265 | 270 |
| 01-3-210-8100 | Grants to Other Organizations | 51,221 | 25,274 | 25,151 | 25,024 | 24,894 |
| 01-3-210-8800 | Prior Year (Surplus) / Deficit | -25,638 | 0 | 0 | 0 | 0 |
| | Total General Expense | 28,600 | 28,600 | 28,600 | 28,600 | 28,600 |
| | Sandspit Fire (Surplus)/Deficit | 0 | 0 | 0 | 0 | 0 |
| | Report Total --> | 0 | 0 | 0 | 0 | 0 |



From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|--------------------------------------|---|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Emergency Program - A & C | | | | | | |
| 01-1-220-5000 | Property Tax Requisition | -5,000 | -5,000 | -5,000 | -5,000 | -5,000 |
| 01-1-220-5100 | Grant in Lieu of Taxes | -120 | -120 | -240 | -240 | -240 |
| | Total General Revenue | -5,120 | -5,120 | -5,240 | -5,240 | -5,240 |
| 01-3-220-8700 | Contingency | 20,494 | 5,120 | 5,240 | 5,240 | 5,240 |
| 01-3-220-8800 | Prior Year (Surplus) / Deficit | -15,374 | 0 | 0 | 0 | 0 |
| | Total General Expense | 5,120 | 5,120 | 5,240 | 5,240 | 5,240 |
| | Emergency Program - A & C (Surplus)/Deficit | 0 | 0 | 0 | 0 | 0 |
| | Report Total --> | 0 | 0 | 0 | 0 | 0 |



From Category: 110 To Category: 950
Account Code: ??-?-???-???? To : ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|---------------------------|---|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Emergency Program - D & E | | | | | | |
| | Emergency Program - D & E (Surplus)/Deficit | 0 | 0 | 0 | 0 | 0 |
| ----- | | | | | | |
| | Report Total --> | 0 | 0 | 0 | 0 | 0 |



From Category: 110 To Category: 950
Account Code: ??-?-???-???? To : ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|--|-------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Emergency Program Area D | | | | | | |
| 01-1-227-5000 | Tax Requisitions | -5,000 | -5,000 | -5,000 | -5,000 | -5,000 |
| 01-1-227-5100 | Grant In Lieu of Taxes | -100 | -100 | -100 | -100 | -100 |
| Total General Revenue | | -5,100 | -5,100 | -5,100 | -5,100 | -5,100 |
| 01-3-227-8700 | Contingency | 34,195 | 5,100 | 5,100 | 5,100 | 5,100 |
| 01-3-227-8800 | Prior Year (surplus)/ Deficit | -29,095 | 0 | 0 | 0 | 0 |
| Total General Expense | | 5,100 | 5,100 | 5,100 | 5,100 | 5,100 |
| Emergency Program Area D (Surplus)/Deficit | | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |



From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|--|-------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Emergency Program Area E | | | | | | |
| 01-1-229-5000 | Property Tax Requisition | -10,000 | -10,000 | -10,000 | -10,000 | -10,000 |
| 01-1-229-5100 | Grant in Lieu of Taxes | -250 | -250 | -250 | -250 | -250 |
| Total General Revenue | | -10,250 | -10,250 | -10,250 | -10,250 | -10,250 |
| 01-3-229-7240 | Meeting Expense | 150 | 0 | 0 | 0 | 0 |
| 01-3-229-7320 | Staff Travel | 300 | 0 | 0 | 0 | 0 |
| 01-3-229-7410 | Advertising & Promotions | 200 | 0 | 0 | 0 | 0 |
| 01-3-229-7850 | Permits and Licences | 2,000 | 0 | 0 | 0 | 0 |
| 01-3-229-8400 | Contribution to Reserves | 16,514 | 0 | 0 | 0 | 0 |
| 01-3-229-8700 | Contingency | 25,000 | 10,250 | 10,250 | 10,250 | 10,250 |
| 01-3-229-8800 | Prior Year (surplus)/ Deficit | -33,914 | 0 | 0 | 0 | 0 |
| Total General Expense | | 10,250 | 10,250 | 10,250 | 10,250 | 10,250 |
| Emergency Program Area E (Surplus)/Deficit | | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |



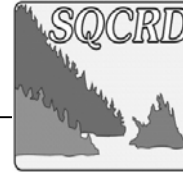
From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|---------------------------------|--|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| ISW - General | | | | | | |
| 01-1-310-5000 | Property Tax Requisitions | -140,000 | -167,201 | -176,028 | -199,854 | -193,678 |
| 01-1-310-5100 | Grant In Lieu Of Taxes | -4,600 | -4,600 | -4,600 | -4,600 | -4,600 |
| 01-1-310-6010 | User Fees - ISW | -130,464 | -130,464 | -130,464 | -130,464 | -130,464 |
| 01-1-310-6011 | User Fees - ISW Band Contract | -147,600 | -147,600 | -147,600 | -147,600 | -147,600 |
| 01-1-310-6013 | User Fees - ISW Municipalities | -344,160 | -344,160 | -344,160 | -344,160 | -344,160 |
| 01-1-310-6015 | Contribution in Lieu of Taxes - Band Agr | -51,000 | -51,000 | -51,000 | -51,000 | -51,000 |
| 01-1-310-6090 | Penalty for Late Payment | -3,500 | -3,500 | -3,500 | -3,500 | -3,500 |
| 01-1-310-6095 | Discounts for Early Payment | 7,900 | 7,900 | 7,900 | 7,900 | 7,900 |
| 01-1-310-6099 | Spring Cleanup Revenue | -11,000 | -11,000 | -11,000 | -11,000 | -11,000 |
| Total General Revenue | | -824,424 | -851,625 | -860,452 | -884,278 | -878,102 |
| 01-3-310-7100 | Support Services - ISW Gen | 86,153 | 87,876 | 89,599 | 91,322 | 93,045 |
| 01-3-310-7300 | Staff Salaries and Wages (ISW General) | 17,749 | 18,103 | 18,458 | 18,813 | 19,168 |
| 01-3-310-7310 | Payroll OH & Benefits - ISW General | 4,750 | 4,818 | 4,912 | 5,007 | 5,101 |
| 01-3-310-7320 | Staff Travel | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 |
| 01-3-310-7330 | Staff Training & Conferences | 500 | 500 | 500 | 500 | 500 |
| 01-3-310-7440 | Postage | 2,100 | 2,100 | 2,100 | 2,100 | 2,100 |
| 01-3-310-7460 | Collection Handling Charge | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 |
| 01-3-310-7470 | Computer Maintenance | 500 | 500 | 500 | 500 | 500 |
| 01-3-310-7480 | Office Supplies | 650 | 650 | 650 | 650 | 650 |
| 01-3-310-7610 | Telephone | 3,900 | 3,900 | 3,900 | 3,900 | 3,900 |
| 01-3-310-7620 | Email / Website | 900 | 900 | 900 | 900 | 900 |
| 01-3-310-7730 | Legal Services | 3,000 | 0 | 0 | 0 | 0 |
| 01-3-310-8400 | Contribution to Reserves | 56,926 | 0 | 0 | 0 | 0 |
| 01-3-310-8401 | Contribution to Landfill Reserve | 27,000 | 27,000 | 27,000 | 27,000 | 27,000 |
| 01-3-310-8800 | Prior Year (Surplus) / Deficit | -124,926 | 0 | 0 | 0 | 0 |
| Total General Expense | | 102,702 | 169,847 | 172,019 | 174,192 | 176,364 |
| ISW - General (Surplus)/Deficit | | -721,722 | -681,778 | -688,433 | -710,086 | -701,738 |
| Report Total --> | | -721,722 | -681,778 | -688,433 | -710,086 | -701,738 |



From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|-----------------------------------|--|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| ISW - Recycling | | | | | | |
| 01-1-311-6121 | MMBC and GBN Program | -750 | -750 | -750 | -750 | -750 |
| 01-1-311-6130 | ISW REC Commercial Charges (Pick Ups | -9,600 | -9,600 | -9,600 | -9,600 | -9,600 |
| 01-1-311-6135 | Commercial Drop Off Charges (Recycling | -7,500 | -7,500 | -7,500 | -7,500 | -7,500 |
| 01-1-311-6150 | ISW REC - White Goods | -9,600 | -9,600 | -9,600 | -9,600 | -9,600 |
| 01-1-311-6160 | ISW Recycling Agreements | -4,000 | -4,000 | -4,000 | -4,000 | -4,000 |
| 01-1-311-6210 | Sale of Materials | -900 | -900 | -900 | -900 | -900 |
| Total General Revenue | | -32,350 | -32,350 | -32,350 | -32,350 | -32,350 |
| 01-3-311-7300 | Staff Salaries & Wages - ISW Recycling | 118,736 | 120,363 | 122,723 | 125,083 | 127,443 |
| 01-3-311-7310 | Payroll OH & Benefits- ISW Recycling | 29,090 | 29,489 | 30,067 | 30,646 | 31,224 |
| 01-3-311-7410 | Advertising & Promotions | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| 01-3-311-7700 | Contract Services | 33,600 | 33,600 | 33,600 | 33,600 | 33,600 |
| 01-3-311-7820 | Freight / Transportation | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 |
| 01-3-311-7821 | Recycling Hauling | 24,000 | 24,000 | 24,000 | 24,000 | 24,000 |
| 01-3-311-7860 | Utilities | 700 | 714 | 728 | 742 | 756 |
| 01-3-311-7870 | Repairs and Maintenance - Site / Fac | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 |
| 01-3-311-7880 | Supplies | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 |
| 01-3-311-7910 | Vehicle Insurance | 2,200 | 2,200 | 2,200 | 2,200 | 2,200 |
| 01-3-311-7920 | Fuel and Lubricants | 13,000 | 13,500 | 13,500 | 13,500 | 13,500 |
| 01-3-311-7930 | Repairs and Maintenance - Vehicles and E | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| 01-3-311-8010 | Building Insurance - ISW - Recycling | 840 | 840 | 840 | 840 | 840 |
| 01-3-311-8030 | Building Maintenance - ISW - Recycling | 500 | 500 | 500 | 500 | 500 |
| Total General Expense | | 232,166 | 234,706 | 237,658 | 240,611 | 243,563 |
| ISW - Recycling (Surplus)/Deficit | | 199,816 | 202,356 | 205,308 | 208,261 | 211,213 |
| Report Total --> | | -521,906 | -479,422 | -483,125 | -501,825 | -490,525 |



From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|---------------------------------|--------------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| Capital revenue | | | | | | |
| ISW - Hauling | | | | | | |
| 01-3-313-7300 | Staff Salaries & Wages - ISW Hauling | 44,507 | 45,585 | 46,479 | 47,373 | 48,266 |
| 01-3-313-7310 | Payroll OH & Benefits - ISW Hauling | 10,904 | 11,168 | 11,387 | 11,606 | 11,825 |
| 01-3-313-7820 | Freight / Transportation | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 |
| 01-3-313-7870 | Repairs and Maintenance - Site / Fac | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| 01-3-313-7910 | Vehicle Insurance | 1,700 | 1,700 | 1,700 | 1,700 | 1,700 |
| 01-3-313-7920 | Fuel and Lubricants | 18,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| 01-3-313-7930 | Vehicle Repairs & Maintenance | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 |
| 01-3-313-8230 | Lease Interest | 2,150 | 2,150 | 2,150 | 2,150 | 2,150 |
| 01-3-313-8240 | Lease Principal | 14,150 | 14,150 | 14,150 | 14,150 | 14,150 |
| Total General Expense | | 102,911 | 106,253 | 107,366 | 108,479 | 109,591 |
| ISW - Hauling (Surplus)/Deficit | | 102,911 | 106,253 | 107,366 | 108,479 | 109,591 |



From Category: 110 To Category: 950
Account Code: ??-?-???-???? To : ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|------------------|---------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Capital | | | | | | |
| Capital revenue | | | | | | |
| ISW - Hauling | | | | | | |
| | ISW - Hauling (Surplus)/Deficit | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | -418,995 | -373,169 | -375,759 | -393,346 | -380,934 |

SKEENA-QUEEN CHARLOTTE RD
Budget Department by Category



GL529
Date :

From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|-------------------------------|--|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Expense | | | | | | |
| ISW - Transfer Station | | | | | | |
| 01-3-315-7300 | Staff Salaries & Wages - ISW Transfer St | 42,025 | 44,904 | 45,785 | 46,665 | 47,546 |
| 01-3-315-7310 | Payroll OH & Benefits - ISW Transfer Stn | 9,863 | 10,539 | 10,746 | 10,952 | 11,159 |
| 01-3-315-7700 | Contract Services | 8,500 | 8,500 | 8,500 | 8,500 | 8,500 |
| 01-3-315-7870 | Repairs and Maintenance - Site / Fac | 13,000 | 13,000 | 13,000 | 13,000 | 13,000 |
| | Total General Expense | 73,388 | 76,943 | 78,031 | 79,117 | 80,205 |
| 01-4-315-9500 | Capital Purchase - Minor Equipment | 18,000 | 18,000 | 18,000 | 18,000 | 18,000 |
| | Total Capital Expense | 18,000 | 18,000 | 18,000 | 18,000 | 18,000 |
| | ISW - Transfer Station (Surplus)/Deficit | 91,388 | 94,943 | 96,031 | 97,117 | 98,205 |
| | Report Total --> | -327,607 | -278,226 | -279,728 | -296,229 | -282,729 |

SKEENA-QUEEN CHARLOTTE RD
Budget Department by Category



GL529
Date :

From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|-------------------------------|---|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| ISW - Landfill | | | | | | |
| 01-1-317-6200 | Tipping Fees | -78,000 | -78,000 | -78,000 | -78,000 | -78,000 |
| 01-1-317-6220 | Commercial Charges | -5,160 | -5,160 | -5,160 | -5,160 | -5,160 |
| | Total General Revenue | -83,160 | -83,160 | -83,160 | -83,160 | -83,160 |
| 01-3-317-7300 | Staff Salaries & Wages - ISW Landfill | 54,853 | 57,989 | 59,126 | 60,264 | 61,401 |
| 01-3-317-7310 | Payroll OH & Benefits - ISW Landfill | 13,439 | 13,320 | 13,582 | 13,843 | 14,104 |
| 01-3-317-7335 | Memberships & Licences | 210 | 210 | 210 | 210 | 210 |
| 01-3-317-7410 | Advertising & Promotions | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| 01-3-317-7490 | Safety Supplies - ISW - Landfill | 500 | 500 | 500 | 500 | 500 |
| 01-3-317-7700 | Contract Services | 28,500 | 3,500 | 3,500 | 18,500 | 3,500 |
| 01-3-317-7720 | Professional Fees | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| 01-3-317-7840 | Monitoring and Lab Testing | 11,500 | 11,500 | 11,500 | 11,500 | 11,500 |
| 01-3-317-7860 | Utilities | 700 | 714 | 728 | 742 | 756 |
| 01-3-317-7870 | Repairs and Maintenance - Site / Fac | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| 01-3-317-7880 | Supplies | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 |
| 01-3-317-7899 | Landfill Closure Costs | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| 01-3-317-7920 | Fuel and Lubricants | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 |
| 01-3-317-7930 | Repairs and Maintenance - Vehicle & Equ | 30,000 | 2,500 | 2,500 | 2,500 | 2,500 |
| 01-3-317-8010 | Building Insurance | 1,240 | 1,240 | 1,240 | 1,240 | 1,240 |
| 01-3-317-8030 | Building Maintenance | 500 | 500 | 500 | 500 | 500 |
| 01-3-317-8210 | Interest on Debenture Debt | 10,500 | 10,500 | 10,500 | 10,500 | 10,500 |
| 01-3-317-8220 | Principal on Debenture Debt | 7,350 | 7,350 | 7,350 | 7,350 | 7,350 |
| | Total General Expense | 221,292 | 171,823 | 173,236 | 189,649 | 176,061 |
| | ISW - Landfill (Surplus)/Deficit | 138,132 | 88,663 | 90,076 | 106,489 | 92,901 |
| | Report Total --> | -189,475 | -189,563 | -189,652 | -189,740 | -189,828 |



From Category: 110 To Category: 950
Account Code: ??-?-???-???? To : ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|------------------------------------|---|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| ISW - Collection | | | | | | |
| 01-3-319-7300 | Staff Salaries & Wages - ISW Collection | 3,550 | 3,621 | 3,692 | 3,763 | 3,834 |
| 01-3-319-7310 | Payroll OH & Benefits - ISW Collection | 870 | 887 | 905 | 922 | 939 |
| 01-3-319-7710 | Contracts - Operations | 185,055 | 185,055 | 185,055 | 185,055 | 185,055 |
| Total General Expense | | 189,475 | 189,563 | 189,652 | 189,740 | 189,828 |
| ISW - Collection (Surplus)/Deficit | | 189,475 | 189,563 | 189,652 | 189,740 | 189,828 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |



From Category: 110 To Category: 950
Account Code: ??-?-???-???? To : ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|------------------------|--|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Expense | | | | | | |
| Regional Solid Waste | | | | | | |
| | Regional Solid Waste (Surplus)/Deficit | 0 | 0 | 0 | 0 | 0 |
| ----- | | | | | | |
| | Report Total --> | 0 | 0 | 0 | 0 | 0 |

SKEENA-QUEEN CHARLOTTE RD
Budget Department by Category



GL529
 Date :

From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|--------------------------------------|---|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Regional (Mainland) Recycling | | | | | | |
| 01-1-340-5000 | Property Tax Requisitions | -224,000 | -243,336 | -240,747 | -228,804 | -236,316 |
| 01-1-340-5100 | Grant In Lieu Of Taxes | -13,000 | -13,000 | -13,000 | -13,000 | -13,000 |
| 01-1-340-5400 | Grants - Conditional | -60,000 | 0 | 0 | 0 | 0 |
| 01-1-340-6100 | Sale of Services | -8,085 | -8,085 | -8,085 | -8,085 | -8,085 |
| 01-1-340-6110 | Processing | -130,800 | -130,800 | -130,800 | -130,800 | -130,800 |
| 01-1-340-6120 | Sale of Materials | -86,860 | -86,860 | -86,860 | -86,860 | -86,860 |
| 01-1-340-6121 | MMBC & GBN Program | -95,196 | -95,196 | -95,196 | -95,196 | -95,196 |
| 01-1-340-6130 | Commercial Charges | -24,620 | -24,620 | -24,620 | -24,620 | -24,620 |
| 01-1-340-6140 | Rental Revenue | -21,680 | -21,680 | -21,680 | -21,680 | -21,680 |
| 01-1-340-6150 | Bulk Recycling | -28,800 | -28,800 | -28,800 | -28,800 | -28,800 |
| 01-1-340-6160 | Recycling Agreements | -33,012 | -33,012 | -33,012 | -33,012 | -33,012 |
| 01-1-340-6161 | Agreement - Kitimat Stikine | -44,793 | -44,793 | -44,793 | -44,793 | -44,793 |
| Total General Revenue | | -770,846 | -730,182 | -727,593 | -715,650 | -723,162 |
| 01-2-340-6950 | Proceeds from Sale of Asset / Leaseback | -23,560 | 0 | 0 | 0 | 0 |
| 01-2-340-8410 | Transfer from Reserve | -15,000 | 0 | 0 | 0 | 0 |
| Total Capital revenue | | -38,560 | 0 | 0 | 0 | 0 |
| 01-3-340-7100 | Support Services - Mainland Recycling | 74,168 | 75,651 | 77,135 | 78,618 | 80,101 |
| 01-3-340-7240 | Regional Recycling Meeting Expenses | 150 | 150 | 150 | 150 | 150 |
| 01-3-340-7300 | Staff Salaries & Wages | 280,176 | 311,871 | 317,986 | 324,101 | 330,217 |
| 01-3-340-7310 | Payroll Overhead & Benefits | 70,794 | 81,244 | 82,837 | 84,430 | 86,023 |
| 01-3-340-7320 | Staff Travel | 6,400 | 6,400 | 6,400 | 6,400 | 6,400 |
| 01-3-340-7330 | Staff Training & Conferences | 3,645 | 3,645 | 3,645 | 3,645 | 3,645 |
| 01-3-340-7335 | Memberships | 1,175 | 1,175 | 1,175 | 1,175 | 1,175 |
| 01-3-340-7410 | Advertising & Promotions | 6,744 | 6,744 | 6,744 | 6,744 | 6,744 |
| 01-3-340-7440 | Postage/ Courier | 1,010 | 1,010 | 1,010 | 1,010 | 1,010 |
| 01-3-340-7470 | Computer Maintenance | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| 01-3-340-7480 | Office Supplies | 2,300 | 2,300 | 2,300 | 2,300 | 2,300 |
| 01-3-340-7490 | Safety Supplies | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 |
| 01-3-340-7610 | Telephone | 3,900 | 3,780 | 3,780 | 3,780 | 3,780 |
| 01-3-340-7620 | Email / Website | 1,260 | 1,000 | 1,000 | 1,000 | 1,000 |
| 01-3-340-7720 | Professional Fees - Regional (Mainland) | 64,000 | 4,000 | 4,000 | 4,000 | 4,000 |
| 01-3-340-7730 | Legal Services - Regional Recycling | 2,000 | 0 | 0 | 0 | 0 |
| 01-3-340-7820 | Freight / Transportation | 65,288 | 65,288 | 65,288 | 65,288 | 65,288 |
| 01-3-340-7828 | Sorting Charges | 7,675 | 7,675 | 7,675 | 7,675 | 7,675 |
| 01-3-340-7830 | Disposal / Tipping Charges | 4,040 | 4,040 | 4,040 | 4,040 | 4,040 |
| 01-3-340-7835 | Material Purchases - Reg Recycling | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 |
| 01-3-340-7860 | Regional Recycling Utilites | 15,800 | 16,116 | 16,432 | 16,748 | 17,064 |
| 01-3-340-7870 | Repairs and Maintenance - Site / Fac | 8,000 | 8,000 | 8,000 | 8,000 | 8,000 |
| 01-3-340-7880 | Shop Supplies | 12,700 | 12,700 | 12,700 | 12,700 | 12,700 |
| 01-3-340-7885 | Small Tools and Minor Equip. Purchases | 500 | 500 | 500 | 500 | 500 |
| 01-3-340-7910 | Vehicle Insurance | 1,050 | 1,050 | 1,050 | 1,050 | 1,050 |
| 01-3-340-7920 | Fuel and Lubricants | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| 01-3-340-7930 | Repairs and Maintenance - Vehicle & Equ | 21,000 | 21,000 | 21,000 | 21,000 | 21,000 |
| 01-3-340-8010 | Building Insurance | 8,350 | 8,300 | 8,300 | 8,300 | 8,300 |
| 01-3-340-8210 | Interest on Debenture Debt | 17,720 | 0 | 0 | 0 | 0 |
| 01-3-340-8220 | Principal on Debenture Debt | 12,097 | 12,097 | 0 | 0 | 0 |
| 01-3-340-8230 | Lease Interest | 3,058 | 2,229 | 1,798 | 131 | 0 |
| 01-3-340-8240 | Lease Principal | 20,388 | 21,217 | 21,648 | 1,865 | 0 |
| 01-3-340-8400 | Contribution to Reserves | 0 | 34,000 | 34,000 | 34,000 | 34,000 |
| 01-3-340-8800 | Prior Year (Surplus) / Deficit | 2,083 | 0 | 0 | 0 | 0 |



From Category: 110 To Category: 950
Account Code: ??-?-???-???? To : ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|---------------|---|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| | Total General Expense | 734,406 | 730,182 | 727,593 | 715,650 | 723,162 |
| 01-4-340-9600 | Capital Purchase - Heavy Equipment | 60,000 | 0 | 0 | 0 | 0 |
| 01-4-340-9950 | Building - Regional Recycling | 15,000 | 0 | 0 | 0 | 0 |
| | Total Capital Expense | 75,000 | 0 | 0 | 0 | 0 |
| | Regional (Mainland) Recycling (Surplus)/Deficit | 0 | 0 | 0 | 0 | 0 |



From Category: 110 To Category: 950
Account Code: ??-?-???-???? To : ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|--------------------------------------|---------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Capital | | | | | | |
| Capital revenue | | | | | | |
| Regional Recycling | | | | | | |
| Regional Recycling (Surplus)/Deficit | | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |



From Category: 110 To Category: 950
Account Code: ??-?-???-???? To : ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|---|---------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Planning and Development Services | | | | | | |
| Planning and Development Services (Surplus)/Deficit | | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |

SKEENA-QUEEN CHARLOTTE RD
Budget Department by Category



GL529
Date :

From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|---|-----------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Rural Land Use Planning | | | | | | |
| 01-1-510-5000 | Property Tax Requisitions | -42,578 | -75,712 | -107,860 | -115,922 | -124,228 |
| 01-1-510-5100 | Grant In Lieu Of Taxes | -1,900 | -1,900 | -1,900 | -1,900 | -1,900 |
| 01-1-510-5400 | Grants Conditional | -120,000 | -93,200 | 0 | 0 | 0 |
| 01-1-510-6100 | Planning Fees | -3,500 | -3,500 | -7,000 | -7,000 | -7,000 |
| Total General Revenue | | -167,978 | -174,312 | -116,760 | -124,822 | -133,128 |
| 01-3-510-7100 | Support Services - Rural Planning | 14,338 | 14,625 | 14,912 | 15,198 | 15,485 |
| 01-3-510-7240 | Meeting Expense | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 |
| 01-3-510-7300 | Staff Salaries & Wages | 44,690 | 49,990 | 57,200 | 63,600 | 70,200 |
| 01-3-510-7310 | Payroll Overhead & Benefits | 4,000 | 7,347 | 12,298 | 13,674 | 15,093 |
| 01-3-510-7320 | Staff Travel - Planning | 12,300 | 12,300 | 12,300 | 12,300 | 12,300 |
| 01-3-510-7330 | Staff Training & Conferences | 1,100 | 1,100 | 1,100 | 1,100 | 1,100 |
| 01-3-510-7335 | Membership & Dues | 1,250 | 1,250 | 1,250 | 1,250 | 1,250 |
| 01-3-510-7410 | Advertising and Promotions | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 |
| 01-3-510-7450 | Subscriptions | 200 | 200 | 200 | 200 | 200 |
| 01-3-510-7470 | Computer Maintenance | 3,600 | 1,000 | 1,000 | 1,000 | 1,000 |
| 01-3-510-7480 | Office Supplies & Other | 500 | 500 | 500 | 500 | 500 |
| 01-3-510-7720 | Professional Fees ** | 80,000 | 80,000 | 10,000 | 10,000 | 10,000 |
| 01-3-510-7730 | Legal services | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 |
| 01-3-510-8700 | Contingency | 28,117 | 0 | 0 | 0 | 0 |
| 01-3-510-8800 | Prior Year (Surplus) / Deficit | -28,117 | 0 | 0 | 0 | 0 |
| Total General Expense | | 167,978 | 174,312 | 116,760 | 124,822 | 133,128 |
| Rural Land Use Planning (Surplus)/Deficit | | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |



From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|--|--------------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Economic Development | | | | | | |
| 01-1-570-5000 | Property Tax Requisitions | -1,770 | -1,681 | -1,704 | -1,774 | -1,847 |
| 01-1-570-5100 | Grant In Lieu Of Taxes | -40 | -40 | -86 | -86 | -86 |
| 01-1-570-5400 | Grants - Conditional | -50,000 | -50,000 | -50,000 | -50,000 | -50,000 |
| Total General Revenue | | -51,810 | -51,721 | -51,790 | -51,860 | -51,933 |
| 01-3-570-7100 | Support Services - Econ. Dev. | 1,427 | 1,721 | 1,790 | 1,860 | 1,933 |
| 01-3-570-7410 | Advertising | 1,400 | 0 | 0 | 0 | 0 |
| 01-3-570-7720 | Area A & C Project - Oct (Prof Fees) | 40,500 | 0 | 0 | 0 | 0 |
| 01-3-570-8100 | Grants to Other Organizations | 25,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 01-3-570-8800 | Prior Year (Surplus) / Deficit | -16,517 | 0 | 0 | 0 | 0 |
| Total General Expense | | 51,810 | 51,721 | 51,790 | 51,860 | 51,933 |
| Economic Development (Surplus)/Deficit | | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |

SKEENA-QUEEN CHARLOTTE RD
Budget Department by Category



GL529
Date :

From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

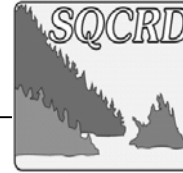
| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|-----------------------------------|--|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| PR & Regional Archives | | | | | | |
| 01-1-710-5000 | Property Tax Requisitions | -71,436 | -75,769 | -75,857 | -75,948 | -76,042 |
| 01-1-710-5100 | Grant In Lieu Of Taxes | -4,200 | -4,200 | -4,200 | -4,200 | -4,200 |
| | Total General Revenue | -75,636 | -79,969 | -80,057 | -80,148 | -80,242 |
| 01-3-710-7100 | Support Services - PR & Reg. Archives | 1,952 | 2,209 | 2,297 | 2,388 | 2,482 |
| 01-3-710-8100 | Grants to Other Organizations | 77,760 | 77,760 | 77,760 | 77,760 | 77,760 |
| 01-3-710-8800 | Prior Year (Surplus) / Deficit | -4,076 | 0 | 0 | 0 | 0 |
| | Total General Expense | 75,636 | 79,969 | 80,057 | 80,148 | 80,242 |
| | PR & Regional Archives (Surplus)/Deficit | 0 | 0 | 0 | 0 | 0 |
| | Report Total --> | 0 | 0 | 0 | 0 | 0 |

Budget Department by Category



From Category: 110 To Category: 950
 Account Code: ??-?-???-???? To : ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|---|---|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| North Pacific Cannery | | | | | | |
| 01-1-715-5000 | Property Tax Requisitions | -90,721 | -90,978 | -97,397 | -97,488 | -97,582 |
| 01-1-715-5100 | Grant In Lieu Of Taxes | -4,900 | -4,900 | -4,900 | -4,900 | -4,900 |
| Total General Revenue | | -95,621 | -95,878 | -102,297 | -102,388 | -102,482 |
| 01-3-715-7100 | Support Services - N. Pacific Cannery | 1,952 | 2,209 | 2,297 | 2,388 | 2,482 |
| 01-3-715-8100 | Grants to Other Organizations | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| 01-3-715-8405 | Transfer to Approp. Surplus (Rate Stab) | 6,331 | 0 | 0 | 0 | 0 |
| 01-3-715-8800 | Prior Year (Surplus) / Deficit | -12,662 | -6,331 | 0 | 0 | 0 |
| Total General Expense | | 95,621 | 95,878 | 102,297 | 102,388 | 102,482 |
| North Pacific Cannery (Surplus)/Deficit | | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |



From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|-------------------------------|-------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| HG Museum | | | | | | |
| 01-1-720-5000 | Property Tax Requisitions | -65,612 | -69,212 | -69,324 | -69,440 | -69,559 |
| 01-1-720-5100 | Grant In Lieu Of Taxes | -2,100 | -2,100 | -2,100 | -2,100 | -2,100 |
| | Total General Revenue | -67,712 | -71,312 | -71,424 | -71,540 | -71,659 |
| 01-3-720-7100 | Support Services - QCI Museum | 2,512 | 2,812 | 2,924 | 3,040 | 3,159 |
| 01-3-720-8100 | Grants to Other Organizations | 68,500 | 68,500 | 68,500 | 68,500 | 68,500 |
| 01-3-720-8800 | Prior Year (Surplus)/Deficit | -3,300 | 0 | 0 | 0 | 0 |
| | Total General Expense | 67,712 | 71,312 | 71,424 | 71,540 | 71,659 |
| | HG Museum (Surplus)/Deficit | 0 | 0 | 0 | 0 | 0 |
| | Report Total --> | 0 | 0 | 0 | 0 | 0 |

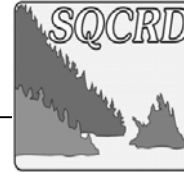
Budget Department by Category



From Category: 110 To Category: 950
 Account Code: ??-?-???-???? To : ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|--|---|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Vancouver Island Regional Library | | | | | | |
| 01-1-725-5000 | Property Tax Requisitions | -40,889 | -40,859 | -40,898 | -40,937 | -40,976 |
| 01-1-725-5100 | Grant In Lieu Of Taxes | -1,000 | -1,000 | -1,000 | -1,000 | -1,000 |
| | Total General Revenue | -41,889 | -41,859 | -41,898 | -41,937 | -41,976 |
| 01-3-725-7100 | Support Services - VIR Library | 1,952 | 1,991 | 2,030 | 2,069 | 2,108 |
| 01-3-725-8100 | Grants to Other Organizations | 39,868 | 39,868 | 39,868 | 39,868 | 39,868 |
| 01-3-725-8800 | Prior Year (Surplus) / Deficit | 69 | 0 | 0 | 0 | 0 |
| | Total General Expense | 41,889 | 41,859 | 41,898 | 41,937 | 41,976 |
| | Vancouver Island Regional Library (Surplus)/Deficit | 0 | 0 | 0 | 0 | 0 |
| | Report Total --> | 0 | 0 | 0 | 0 | 0 |

SKEENA-QUEEN CHARLOTTE RD
Budget Department by Category



GL529
Date :

From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|--|----------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Haida Gwaii Recreation | | | | | | |
| 01-1-730-5000 | Property Tax Requisitions | -122,294 | -131,760 | -134,870 | -136,515 | -138,247 |
| 01-1-730-5100 | Grant In Lieu Of Taxes | -3,700 | -3,700 | -3,700 | -3,700 | -3,700 |
| 01-1-730-8200 | Transfer from Reserve | -2,783 | 0 | 0 | 0 | 0 |
| Total General Revenue | | -128,777 | -135,460 | -138,570 | -140,215 | -141,947 |
| 01-3-730-7100 | Support Services - HG Recreation | 9,090 | 9,272 | 9,454 | 9,635 | 9,817 |
| 01-3-730-7300 | Staff Salaries & wages | 55,522 | 56,307 | 58,559 | 59,685 | 60,878 |
| 01-3-730-7310 | Benefits | 16,657 | 16,892 | 17,568 | 17,906 | 18,263 |
| 01-3-730-8010 | Building Insurance | 30 | 30 | 30 | 30 | 30 |
| 01-3-730-8100 | Grants to Other Organizations | 51,691 | 52,959 | 52,959 | 52,959 | 52,959 |
| 01-3-730-8800 | Prior Year (Surplus) / Deficit | -4,213 | 0 | 0 | 0 | 0 |
| Total General Expense | | 128,777 | 135,460 | 138,570 | 140,215 | 141,947 |
| Haida Gwaii Recreation (Surplus)/Deficit | | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |

SKEENA-QUEEN CHARLOTTE RD
Budget Department by Category



GL529
Date :

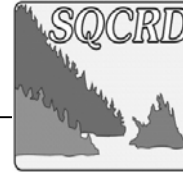
From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|---|---|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Sandspit Community Hall | | | | | | |
| 01-1-735-5000 | Property Tax Requisitions | -15,000 | -16,200 | -17,500 | -17,500 | -17,500 |
| 01-1-735-5100 | Grant in Lieu of Taxes | -100 | -100 | -100 | -100 | -100 |
| 01-1-735-6800 | Other Revenue | -3,000 | -3,000 | -3,000 | -3,000 | -3,000 |
| Total General Revenue | | -18,100 | -19,300 | -20,600 | -20,600 | -20,600 |
| 01-3-735-7100 | Support Services - Sandspit Community H | 2,377 | 2,425 | 2,472 | 2,520 | 2,567 |
| 01-3-735-8010 | Building Insurance | 2,800 | 2,800 | 2,800 | 2,800 | 2,800 |
| 01-3-735-8020 | Utilities | 4,495 | 4,495 | 4,495 | 4,495 | 4,495 |
| 01-3-735-8030 | Building Maintenance | 1,100 | 1,100 | 1,100 | 1,100 | 1,100 |
| 01-3-735-8099 | Repayment of Deficit | 598 | 3,000 | 3,000 | 3,000 | 3,000 |
| 01-3-735-8700 | Contingency | 4,328 | 5,480 | 6,733 | 6,685 | 6,638 |
| 01-3-735-8800 | Prior Year (surplus) / Deficit | 2,402 | 0 | 0 | 0 | 0 |
| Total General Expense | | 18,100 | 19,300 | 20,600 | 20,600 | 20,600 |
| Sandspit Community Hall (Surplus)/Deficit | | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |



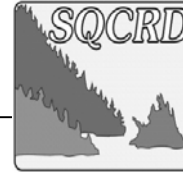
From Category: 110 To Category: 950
Account Code: ??-?-???-???? To : ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|---------------------------------------|---------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Mainland Recreation | | | | | | |
| Mainland Recreation (Surplus)/Deficit | | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |



From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|-------------------------------------|--|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Mainland Recreation Area 'A' | | | | | | |
| 01-1-751-5000 | Property Tax Requisitions | -5,208 | -5,325 | -5,325 | -5,325 | -5,325 |
| 01-1-751-5100 | Grant in Lieu of Taxes | -170 | -170 | -170 | -170 | -170 |
| | Total General Revenue | -5,378 | -5,495 | -5,495 | -5,495 | -5,495 |
| 01-3-751-8100 | Grants to Other Organizations | 5,495 | 5,495 | 5,495 | 5,495 | 5,495 |
| 01-3-751-8800 | Prior Year (Surplus)/ Deficit | -117 | 0 | 0 | 0 | 0 |
| | Total General Expense | 5,378 | 5,495 | 5,495 | 5,495 | 5,495 |
| | Mainland Recreation Area 'A' (Surplus)/Deficit | 0 | 0 | 0 | 0 | 0 |
| | Report Total --> | 0 | 0 | 0 | 0 | 0 |



From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|-------------------------------------|--|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Mainland Recreation Area 'C' | | | | | | |
| 01-1-752-5000 | Property Tax Requisitions | -6,099 | -6,165 | -6,165 | -6,165 | -6,165 |
| 01-1-752-5100 | Grant in Lieu of Taxes | -140 | -140 | -140 | -140 | -140 |
| | Total General Revenue | -6,239 | -6,305 | -6,305 | -6,305 | -6,305 |
| 01-3-752-8010 | Building Insurance | 2,300 | 2,300 | 2,300 | 2,300 | 2,300 |
| 01-3-752-8100 | Grants to other organizations | 4,005 | 4,005 | 4,005 | 4,005 | 4,005 |
| 01-3-752-8800 | Prior year (surplus)/ deficit | -66 | 0 | 0 | 0 | 0 |
| | Total General Expense | 6,239 | 6,305 | 6,305 | 6,305 | 6,305 |
| | Mainland Recreation Area 'C' (Surplus)/Deficit | 0 | 0 | 0 | 0 | 0 |
| | Report Total --> | 0 | 0 | 0 | 0 | 0 |



From Category: 110 To Category: 950
Account Code: ??-?-???-???? To : ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|------------------------------------|---------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Expense | | | | | | |
| Utility Services | | | | | | |
| Utility Services (Surplus)/Deficit | | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |



From Category: 110 To Category: 950
Account Code: ??-?-???-???? To : ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|------------------------|----------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Expense | | | | | | |
| Sandspit Water | | | | | | |
| | Sandspit Water (Surplus)/Deficit | 0 | 0 | 0 | 0 | 0 |

SKEENA-QUEEN CHARLOTTE RD
Budget Department by Category



GL529
Date :

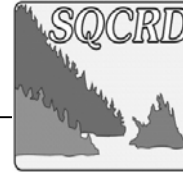
From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|----------------------------------|---------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| Water Operating | | | | | | |
| General Revenue | | | | | | |
| Sandspit Water | | | | | | |
| 02-1-810-5200 | Parcel Tax | -50,000 | -50,000 | -50,000 | -50,000 | -50,000 |
| 02-1-810-5400 | Grants Conditional | -10,000 | 0 | 0 | 0 | 0 |
| 02-1-810-6020 | User Fees - Sandspit Water | -48,000 | -48,000 | -48,000 | -48,000 | -48,000 |
| 02-1-810-6095 | Discounts for Early Payment | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 |
| Total General Revenue | | -105,000 | -95,000 | -95,000 | -95,000 | -95,000 |
| 02-3-810-7100 | Administration Recovery | 20,560 | 20,971 | 21,382 | 21,794 | 22,205 |
| 02-3-810-7410 | Advertising & Promotions | 250 | 250 | 250 | 250 | 250 |
| 02-3-810-7440 | Postage - Sandpit Water | 405 | 405 | 405 | 405 | 405 |
| 02-3-810-7480 | Office Supplies - Sandpit Water | 125 | 125 | 125 | 125 | 125 |
| 02-3-810-7710 | Contracts - Operations | 36,000 | 36,000 | 36,000 | 36,000 | 36,000 |
| 02-3-810-7720 | Professional Fees | 15,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 02-3-810-7730 | Legal Services | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| 02-3-810-7840 | Monitoring and Testing | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| 02-3-810-7850 | Permits and Licences | 750 | 750 | 750 | 750 | 750 |
| 02-3-810-7860 | Utilities | 6,500 | 6,630 | 6,760 | 6,890 | 7,020 |
| 02-3-810-7870 | Repairs & Maintenance | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 |
| 02-3-810-7880 | Water System Supplies | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 |
| 02-3-810-7885 | Small Tools & Minor Equipment | 500 | 500 | 500 | 500 | 500 |
| 02-3-810-8010 | Building Insurance | 950 | 950 | 950 | 950 | 950 |
| 02-3-810-8700 | Contingency | 43,025 | 7,419 | 6,878 | 6,336 | 5,795 |
| 02-3-810-8800 | Prior Year (Surplus) / Deficit | -35,065 | 0 | 0 | 0 | 0 |
| Total General Expense | | 105,000 | 95,000 | 95,000 | 95,000 | 95,000 |
| Sandspit Water (Surplus)/Deficit | | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |



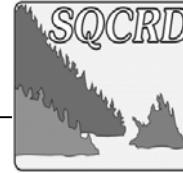
From Category: 110 To Category: 950
Account Code: ??-?-???-???? To : ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|------------------------------------|---------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Other / Projects | | | | | | |
| Other / Projects (Surplus)/Deficit | | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |



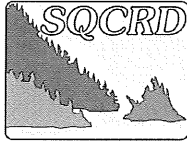
From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|-------------------------------|---------------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Feasibility Studies | | | | | | |
| 01-1-901-5000 | Property Tax Requisitions | -4,829 | -4,860 | -4,860 | -4,860 | -4,860 |
| 01-1-901-5100 | Grant In Lieu Of Taxes | -140 | -140 | -140 | -140 | -140 |
| | Total General Revenue | -4,969 | -5,000 | -5,000 | -5,000 | -5,000 |
| 01-3-901-8400 | Contribution to Reserves | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 01-3-901-8800 | Prior Year (Surplus) / Deficit | -31 | 0 | 0 | 0 | 0 |
| | Total General Expense | 4,969 | 5,000 | 5,000 | 5,000 | 5,000 |
| | Feasibility Studies (Surplus)/Deficit | 0 | 0 | 0 | 0 | 0 |
| | Report Total --> | 0 | 0 | 0 | 0 | 0 |



From Category: 110 **To Category:** 950
Account Code: ??-?-???-???? **To :** ??-?-???-????

| Account Code | Account Description | 2015 Adopted Budget | 2016 Financial Plan | 2017 Financial Plan | 2018 Financial Plan | 2019 Financial Plan |
|-------------------------------|---|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| General Operating Fund | | | | | | |
| General Revenue | | | | | | |
| Oona River Telephone | | | | | | |
| 01-1-950-5000 | Property Tax Requisitions | -188 | 0 | 0 | 0 | 0 |
| | Total General Revenue | -188 | 0 | 0 | 0 | 0 |
| 01-3-950-7100 | Support Services - Oona River Telephone | 975 | 0 | 0 | 0 | 0 |
| 01-3-950-8800 | Prior Year (Surplus) / Deficit | -787 | 0 | 0 | 0 | 0 |
| | Total General Expense | 188 | 0 | 0 | 0 | 0 |
| | Oona River Telephone (Surplus)/Deficit | 0 | 0 | 0 | 0 | 0 |
| Report Total --> | | 0 | 0 | 0 | 0 | 0 |



Referral Memo

Date: March 20, 2015
To: SQCRD Board
From: Morganne Williams, Planner

Regarding: License of Occupation – Industrial, General

Location: Unsurveyed parcel of vacant Crown Land is located in the vicinity of Kwuna Point, along Alliford Bay Road just to the east of Saachs Creek Bridge.

APC Resolution: MOVED by Member Weir, SECONDED by Member Hovde, that the Moresby Island Advisory Planning Commission recommend the Board of the Skeena-Queen Charlotte Regional District support the land referrals, as presented, subject to a visual site inspection by Mr. Stan Hovde.

Summary of the Referral:

Applicant: Against the Grain Forest Products Ltd.

Lands Authorization:

Tenure Type: License of Occupation

Purpose: Natural resource storage and processing (2 – 5 years)

Size: +/- 3.54 hectares

Attachments:

1. Application 11 pages



Crown Land Tenure Application

Tracking Number: 100112661

APPLICANT INFORMATION

Name: AGAINST THE GRAIN FOREST PRODUCTS LTD.
Doing Business As:
Phone: 250-637-1011
Fax:
Email: bigfoot@haidagwaii.net
BC Incorporation Number: BC0906224
Extra Provincial Inc. No:
Society Number:
GST Registration Number:
Contact Name: Travis Glasman
Mailing Address: PO BOX 331
Sandspit BC V0T1T0

CO-APPLICANTS

You have indicated earlier in the application that there is one or more co-applicant. Please add each co-applicant by clicking on the 'Add Individual' or 'Add Organization' button below depending if the co-applicant is an individual or an organization. Due to Freedom of Information and Protection of Privacy Act regulations you are only able to enter the name and email address for an individual.

Name: Maurice Roy
Phone: 250-637-1447
Daytime Phone:
Fax:
Email: mroy@island.net
Mailing Address: PO BOX 472
Sandspit BC V0T 1T0

Name: Robin Phaneuf
Phone: 450-513-1234
Daytime Phone:
Fax:
Email: robinfa9@hotmail.com
Mailing Address: 110 Brunet Street
Mont Saint-Hilaire QC J3G 4S6

SETUP QUESTIONS

The APPLICANT is the Individual(s) or Organization to whom the authorization will be issued, if approved. Before choosing your answer, please click on the HELP ICON(?) beside each question.

| | |
|---|--------------|
| Are you an individual or an organization? | Organization |
| Are you applying on behalf of the applicant? | No |
| Are there co-applicants for this application? | Yes |
| Have you obtained authorization from each co-applicant to enter their personal information such as their name, address and phone number for this application? | Yes |

ELIGIBILITY

| Question | Answer | Warning |
|---|--------|---------|
| Do all applicants and co-applicants meet the eligibility criteria for the appropriate category as listed below? | Yes | |

Applicants and/or co-applicants who are Individuals must:

1. be 19 years of age or older and
2. must be Canadian citizens or permanent residents of Canada.

Applicants and/or co-applicants who are Organizations must either:

1. be incorporated or registered in British Columbia (Corporations also include registered partnerships, cooperatives, and non-profit societies which are formed under the relevant Provincial statutes) or
2. First Nations who can apply through Band corporations or Indian Band and Tribal Councils (Band or Tribal Councils require a Band Council Resolution).

TECHNICAL INFORMATION

Please provide us with the following general information about you and your application:

EXISTING TENURE DETAILS

Do you hold another Crown Land Tenure? No

ALL SEASONS RESORTS

The All Seasons Resorts Program serves to support the development of Alpine Ski and non-ski resorts on Crown land. For more detailed information on this program please see the operational policy and if you have further questions please contact FrontCounter BC.

Are you applying within an alpine ski resort? No

WHAT IS YOUR INTENDED USE OF CROWN LAND?

Use the "Add Purpose" button to select a proposed land use from the drop down menu. If your purpose can not be found in the list, please contact FrontCounter BC.

| Purpose | Tenure | Period |
|---|------------------|-------------------|
| Industrial General natural resource storage and processing | Temporary Permit | Two to five years |

ACCESS TO CROWN LAND

Please describe how you plan to access your proposed crown land from the closest public road: Two existing access points off of Alliford Bay Road.

INDUSTRIAL GENERAL

Specific Purpose: natural resource storage and processing
Period: Two to five years
Tenure: Temporary Permit

TOTAL APPLICATION AREA

Please give us some information on the size of the area you are applying for.

Please specify the area: 3.4 hectares

ADDITIONAL QUESTIONS

In many cases you might require other authorizations or permits in order to complete your project. In order to make that determination and point you in the right direction please answer the questions below. In addition, your application may be referred to other agencies for comments.

Is the Applicant or any Co-Applicant or their Spouse(s) an employee of the Provincial Government of British Columbia? No

Are you planning to cut timber on the Crown Land you are applying for? No

Are you planning to use an open fire to burn timber or other materials? Yes

Please check the Wildfire Management Branch website to learn more about your responsibilities. Check the 'Guides to Open Burning' for the appropriate fire category. A Category 3 Open Fire will require a burn registration number. More information can also be provided by the Burn Registration line at 1-888-797-1717.

Do you want to transport heavy equipment or materials on an existing forest road? Yes

You must obtain a Road Use Permit from the Ministry of Forests, Lands and Natural Resources Operations if the road is a Forest Service road, or negotiate a Maintenance Agreement with an existing permit holder if the road is under road permit or special use permit.

Are you planning to work in or around water? No

Does your operation fall within a park area? No

OTHER INFORMATION

Is there any other information you would like us to know?

LOCATION INFORMATION

Please provide information on the location and shape of your Crown land application area. You can use one or more of the tools provided.

☒ I will upload files created from a Geographic Information System (GIS)

SPATIAL FILES

Do you have a spatial file from your GIS system? You can upload it here.

| Description | Filename | Purpose |
|-------------|----------------------------|--------------------|
| Table | SachsCreekOLTCBoundary.dbf | Industrial General |
| prj | SachsCreekOLTCBoundary.prj | Industrial General |
| sbn | SachsCreekOLTCBoundary.sbn | Industrial General |
| sbx | SachsCreekOLTCBoundary.sbx | Industrial General |
| shp | SachsCreekOLTCBoundary.shp | Industrial General |
| shx | SachsCreekOLTCBoundary.shx | Industrial General |

ATTACHED DOCUMENTS

| Document Type | Description | Filename |
|----------------------|----------------------|--------------------------------|
| General Location Map | General Location Map | Saachs Creek OverView Map 2... |
| Management Plan | Management Plan | 20140926 Saachs Creek Manag... |

PRIVACY DECLARATION

☒ Check here to indicate that you have read and agree to the privacy declaration stated above.

REFERRAL INFORMATION

Some applications may also be passed on to other agencies, ministries or other affected parties for referral or consultation purposes. A referral or notification is necessary when the approval of your application might affect someone else's rights or resources or those of the citizens of BC. An example of someone who could receive your application for referral purposes is a habitat officer who looks after the fish and wildlife in the area of your application. This does not apply to all applications and is done only when required.

Company / Organization: AGAINST THE GRAIN FOREST PRODUCTS LTD.
Contact Name: Travis Glasman
Contact Address: PO BOX 331
Sandspit BC V0T1T0
Contact Phone: 250-637-1011
Contact Email: bigfoot@haidagwaii.net

☒ I hereby grant permission for the public release of the information provided above. This information will be used to fulfill, if required, the referral and advertising requirements of my application.

SIGNATURES**CO-APPLICANTS**

You will have to obtain approval from all co-applicants before you can proceed with your application. Please select one option for each.

| Name | Status of Signature Request |
|---------------|--|
| Maurice Roy | Declaration Form uploaded, Declaration Form mailed to FCBC |
| Robin Phaneuf | Declaration Form uploaded, Declaration Form mailed to FCBC |

IMPORTANT NOTICES**DECLARATION**

☒ By submitting this application form, I, declare that the information contained on this form is complete and accurate.

APPLICATION FEES

| Item | Amount | Taxes | Total | Outstanding Balance |
|-----------------------------------|----------|-------------------|----------|---------------------|
| Crown Land Tenure Application Fee | \$500.00 | GST @ 5%: \$25.00 | \$525.00 | \$0.00 |

OFFICE

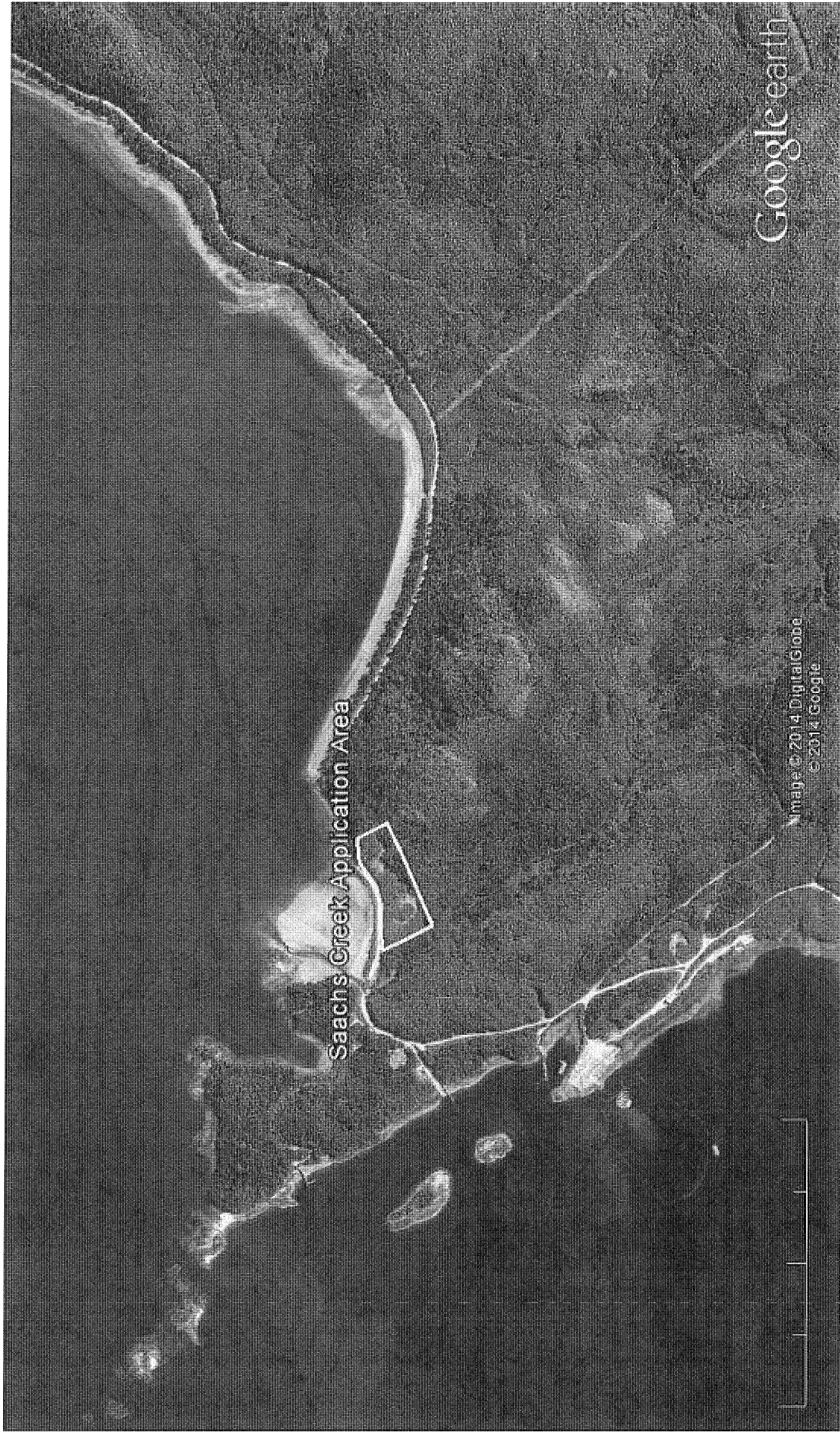
Office to submit application to: Haida Gwaii

PROJECT INFORMATION

Is this application related to another application(s) or authorization(s) you have previously submitted? No

OFFICE USE ONLY

| | | |
|-----------------------|-----------------------|-----------------------|
| Office Haida Gwaii | File Number 1414013 | Project Number 154743 |
| | Disposition ID 919758 | Client Number 275269 |



Google earth

miles
km

1

2



SITE SPECIFIC MAP

Sachs Creek
TFL 60 Permit #:
Mapsheet: 103G.021

Legend

Site Features

- Electrical Shed
- Hydro Pole
- Wooden Culvert
- Bridge
- PoC Application Area

Boundaries

- Site Boundary
- Tenure Boundary

Roads

- Highway
- Access Road
- Existing Road
- Hydro Line
- Drainage Ditch

Contours (10m interval)

- Index Contour and Label
- Intermediate Contour

Riparian Features

- Type 1 Stream
- Type 2 Stream
- Upland Stream
- Non-Classified Drainage
- Unknown

- Fish Sensitive Feature
- Wet Ground/Swamp
- Reach Break

Lakes / Wetlands

- Forested Swamp
- Non-Forested Swamp
- Type 1 Habitat (Lake/Wetland)
- Type 2 Habitat (Lake/Wetland)
- Non-Fish (Lake/Wetland)
- Ocean

Other Features

- Dangerous Tree
- Windthrow
- Rock
- Rock Bluff
- Slide
- Gully

Alliford Bay

Alliford Bay Road

117m at 332° from bridge to the
Point of Commencement

Sachs Creek

PoC

16.9m at
95°

17.3m at 353°

68.7m at 355°

28.9m at 0.5°

17.5m at 359°

42.5m at 21°

16.8m at 268°

43.0m at 275°

13.3m at 249°

45.1m at 218°

20.4m at 216°

43.5m at 176°

25.8m at 205°

Storage

Manufacturing

Parking

Office

Log Storage

Haans Main 2020

Haans Main 002

*Location and uses are
approximated at this time



0 25 50 100 Meters

1:2,000

Date: 04/06/2014

Against the Grain Forest Products Ltd.

Crown Land - License to Occupy

Management Plan

Section A

Please describe the details of your proposed use to the extent known.

The application is to utilize the vacant crown land located near the mouth of Saachs Creek on Moresby Island that has historical industrial use.

Section B -Parts I through IV will require a statement even if the statement is "not applicable". Information may be required for Section C - Parts V and VI but will be on a case by case basis, the larger or more invasive an activity the more likely this information will be required.

The scope and the timing for response will be provided. If information is requested and not received it may result in the disallowance of the application.

Section B - Proposed Use Description

I. Background

The Saachs Creek site was originally cleared as part of the Alliford Bay Armed Forces base. It was much later taken over for use as a shake block storage and milling site. Most recently, it was acquired under an SUP for use as a small sawmill site and log sorting by Island Alder Products. This was when the electrical shed and BC Hydro drop were installed. The site was not developed beyond this point and was passed to QCI Trading Post, who successfully converted the SUP into a License to Occupy in 2010 for use as a milling and log sorting site, however the License was never signed.

This application follows the same proposed use as previously authorized on this site. The proponent will be establishing a small wood manufacturing operation and log/wood product sorting and storage under the Industrial policy.

Why here and now

This is an established site with some improvements already in place that lend to the proposed use of the site. It is also located closed to the ferry landing, Alliford sort, and Alliford Bay Mainline for log transport and shipping options.

Current zoning

This site is currently classified as vacant crown land according to Ministry Staff.

II. Location

This unsurveyed parcel of vacant Crown Land is located in the vicinity of Kwuna Point, along Alliford Bay Road just to the east of Saachs Creek Bridge. The parcel is surrounded to the east, south, and west by TFL 60 forest land and Alliford Bay Road Right of Way to the north.

III. Infrastructure

New facilities or infrastructure proposed and any ancillary uses

There is an old industrial forest road that junctions with the highway along the west side of the site and provides current access to the south side. There is an existing access coming off the highway on the east side of the site as well. Both provide efficient and safe industrial access for loaded logging trucks and b-train trailer units to make a circle route. The old industrial road is deactivated and heavily overgrown past the main junction to the south in both directions, so there is limited public use of the road. The proponent may require security gates on both access points to ensure site security and public safety.

Lean-to style post and beam shelter units will be erected over the sawmill, office, and lumber storage areas of the site as indicated.

The proponent may also choose to erect fencing around the parcel sometime in the future that can be removed if and when necessary.

Utility (power, electrical, telecommunications) requirements and sources;

Electrical: A 400 a service was installed by a previous SUP holder and will be connected to the power shed to service the site electrical needs. Power lines will be run out to relevant supply points across the site.

Telecommunications: The site should be adequately serviced for cell phone coverage with the assistance of a cell booster. Internet services may also be set up to facilitate operations.

Water supply; (use and quantity if known) and,

Water supply for the site is generally available most of the year in the drainage ditch on the east side of the parcel, which will be made larger if necessary. Emergency fire water supply will be provided by fire pump from Saachs Creek only if required. The proponent may choose to apply for a water license on Saachs Creek in the future if it is deemed appropriate.

Waste disposal

Sewage will be handled by standard collection and dumping services or construction of a composting unit. No septic system is anticipated at this time. Garbage will be collected and dumped at the Sandspit Transfer Station. Sawdust will be composted on-site or land filled at the Sandspit

Transfer Station as required. Wood residue from wood processing on site will be converted into firewood to the greatest degree possible. Remaining debris will be disposed of on-site upon the issuance of a burning permit or taken to an approved alternate burning disposal site (e.g. Sandspit Transfer Station).

First Nations

Describe any contact you may have had, including the name of the First Nation(s) and individuals contacted. Provide copies of or a description of any information you may have acquired from or provided to the First Nation(s) (potential benefits, partnership opportunities, special interests, concerns, etc.) and any information regarding archaeological resources and areas of cultural significance you are aware of in the vicinity of the proposed project.

No contact has been made at the time of application with the Haida Nation. Due to the significant past site disturbance, no archaeological resources are anticipated to be present on the site.

Section C - Additional Information:

V. Environmental

Describe any significant impacts and proposed mitigation with respect to:

a. Land Impacts

There is no standing timber on the proposed site. The alder that has regrown on the site will be cleared. The site will be leveled with heavy equipment to facilitate building and manufacturing activities. An application will be made in the future to utilize ballast rock from the adjacent developed pit to obtain material for raising and leveling the entire site. Cement pads may be poured for the buildings as described. The buildings will all be constructed from cedar or spruce timbers and metal framing as required.

This proposed area does not impact the nearby Saachs Creek and is buffered by a riparian reserve and the existing inactive forest road.

b. Atmospheric Impacts

Common industrial manufacturing noise is anticipated from the milling and machinery. No open burning is anticipated on the site, aside from residue from the initial clearing activity.

c. Water or Land covered by water Impacts

Existing drainage ditches surround the site. These ditches will be cleaned and reduced to the minimum size necessary to manage the water entering from the S. side of the site and operate effectively with the ditch along Alliford Bay Road. No sedimentation or water quality issues are

anticipated from the site. The site's location between the ocean and Saachs creek presents a limited risk of flooding during 100 year flood events coinciding with high tides of storm surge. There is impact to public access to water.

Provide current status of fish or wildlife habitat

There are no anticipated impacts to fish habitat from this application.

VI. Socio- Community

a. Land Use

This area falls under the HGSLUA. There are no public recreation areas in the vicinity of this area.

b. Socio-Community Conditions

There is no municipal fire coverage of this area. Forest Fire fighting equipment will be maintained on site as required. BC Ambulance service provides coverage as required.

Signature of Applicant



Referral Memo

Date: March 20, 2015
To: SQCRD Board
From: Morganne Williams, Planner

Regarding: License of Occupation – Urban Residential
Location: Within un-subdivided portion of DL 16. Queen Charlotte District
Deadline for response: None received to date

Summary of the Referral:

Applicant: Alexander MacDonald

Lands Authorization:

Tenure Type: License of Occupation

Purpose: Urban Residential

Size: +/- 0.11 hectares

Attachments:

1. Application 11 pages

Management Plan

I. Background

Describe the details of your proposed use:

The proposed use of the land will be consistent with my previous twenty years of occupying and caring for this same land. The land is where my house stands and constitutes the ground that I think of as *home*. It is my only residence and I have no resources to reside elsewhere. Upon the land I have a power shack, 2 storage trailers, an outhouse for my humanure toilet, a raised garden, three bathtubs that serve as raised beds in which I grow food (potatoes and herbs) a compost enclosure, and the wood to construct an open deck in front of my house. Please see enclosed site plan for location of these improvements. In addition, I have planted more than 150 trees on the land (all indigenous to Haida Gwaii and provided by the M.O.F.).

Why here and now:

I constructed the residence in Jan 2004. The house has been and is intended to continue to be my primary dwelling. It is my only residence and I have no resources to reside elsewhere.

Current zoning:

Low Density Residential or Resource Management

II. Location

General description:

Oceanview Drive, halfway between the Queen Charlotte Village Office and the dry land sort.

Access plans:

The land will be accessed via the old access road to the beach that has been blocked with concrete blocks. Please see site map in regards to the amended boundary to include the upper portion of the old access road. This would include repositioning the concrete blocks to allow access to my driveway, but continue to block beach access.

Traffic:

Residential year round access to and from Oceanview Drive.

III. Infrastructure

New facilities or infrastructure proposed:

I preface my intentions by confirming that I understand the land upon which I have been blessed to live is of archeological importance to the

Haida people (FhUa-57) and I continue to be committed to care for the archeological integrity of the land. I commit to avoiding any disturbance of the topsoil.

As financial resources become available I would very much like to replace the caravan, now used as storage, with a more aesthetically pleasing wooden storage shed of similar proportions. I also have long intended to construct some cold frames around raised garden beds, and to finish my modest cantilevered sundeck off the waterside of my house.

Existing and proposed road:

My intention is to replace the cement blocks currently blocking the access road so I may again have access to my driveway from Oceanview Drive for my year round residential use.

Utility:

BC Hydro

Water:

Rainwater cistern

Waste disposal:

Humanure (compost)

IV. First Nations

Describe contacts with Haida:

In 1995 or 1996 Chief Skidegate gave me assurance that I was welcome to live where I was (and am) and that, "No one will bother you down there." On many occasions I spoke with Chief Skidegate to express my appreciation for his magnanimity and on a few occasions to provide updates and request reassurance. Over the years, as my residency in Hooterville continued to be a point of contention between the government and myself, many, many individuals offered me support in the form of reassurance that they wanted me to continue occupying the land and reassurance that they would stand with me if push came to shove. After the mourning period for Chief Skidegate, I personally approached the Chiefs who are responsible for territory on Skidegate inlet to inquire about my continuing to live in Hooterville. None had any objection to my continued residency on the land I've loved and called home for 20 years. Throughout my time living in Hooterville I have had numerous verbal and written interactions with the CHN. In 1996 or 1997 archeologists surveyed the land I occupy and there was found to be very little midden or other evidence of historical use. It was anecdotally proposed that my house now stands where an ancient house stood.

Additional Information:

V. Environmental

Describe impacts and their proposed mitigation for the Land:

I intend to continue to love and respect the Land and act as a steward to maintain the natural integrity of the land, and as an agent for conservation of the natural environment. I am sure that had I been residing elsewhere, all of the big trees that are present on the Land I occupy would have been felled at the time the trees east of the land I occupy was cleared. I will continue to guard against others who would intentionally or unintentionally have a destructive impact to the Land or the archeological considerations the Land holds. I repeat my resolve to abstain from digging into the surface of the Land.

Cutting vegetation:

Only the salmon berry bushes and elder trees that sprout in currently cleared areas will be removed.

Soil disturbance:

I understand the land I occupy is an archeological site (FhUa-57) and I commit to abstain from digging or otherwise disturbing the surface of the Land. It is very important to me to safeguard the current integrity of the Land's ecology and archeology.

Riparian encroachment:

The storm of December 24, 2003 deposited an abandoned boomstick on the foreshore in front of the land I occupy. The stick remains behind large stones on the beach at the highest watermark and it now serves as a breakwater mitigating wave induced soil erosion and preserving the riparian area. In addition, throughout the 20 years I've been living in Hooterville, my friends, neighbours, kids and I have done a lot of cleanup of the foreshore riparian area. 20 years ago the area was a neglected industrial wasteland, with many dangerous relics of the logging and fishing industry.

Pesticides and Herbicides:

No pesticides or herbicides have been used or will be dispensed by me.

Visual Impact:

I am aware that visual impact in the Village of Queen Charlotte is a consideration. The caravan I currently use for storage does, in my opinion, detract from the overall appearance of my improvements. To resolve this issue and improve the general appearance of the improvements I intend to replace the caravan with a storage shed (no digging involved).

Known Archeology:

As previously stated, the entire area has been surveyed by archeologists (FhUa-57) and the Haida have made it very clear to me, and my neighbours, that there are artifacts and the area is an archeological site of cultural importance. I respect this appraisal and I commit to live on and use the land accordingly, with respect, gratitude, and love.

Construction methods and materials:

Of the additional improvements listed to the land I occupy, added soil will create the raised beds for the cold frames, and the new storage shed will be entirely above the surface of the land in place of the old caravan. The new shed will be designed and constructed with conventional materials and techniques to harmonize aesthetically with the existing buildings, wood, framed and cedar sided. The cold frames will utilize aluminum windows I have had for years, and the deck will be of red cedar.

Atmospheric impacts:

Atmospheric impacts are one of my major concerns as I have worked for decades to reduce my impact on the air, water, and earth. I usually ride my bike around town, and I have chosen to live in an unheated house for ten years as a personal protest to the petrochemical industry and the rampant consumerism it fuels. I do have a chimney through my roof that is above a fire pit I use for ceremony, not for home heating.

Water impacts:

There has been no need for ditching or any modification to the natural drainage of the Land. It does its own thing and I easily and happily harmonize with its flow.

Public access:

There is currently an access road to the land I occupy that has been barricaded by concrete blocks. My intension is to move the blocks down the old beach access road to allow access to my residence, but continue to obstruct access to the beach with vehicles. The site plan indicates this change to the original boundary to the land I occupy.

Flood Potential:

The flood potential is mitigated by the breakwater on the foreshore and mentioned above in the riparian encroachment section.

Fish and Wildlife Habitat:

The land upon which I reside is an intact habitat frequented by the wildlife of Haida Gwaii.

VI. Socio-Community

Land use:

The intended use for the land is residential, as I have used it for the last twenty years.

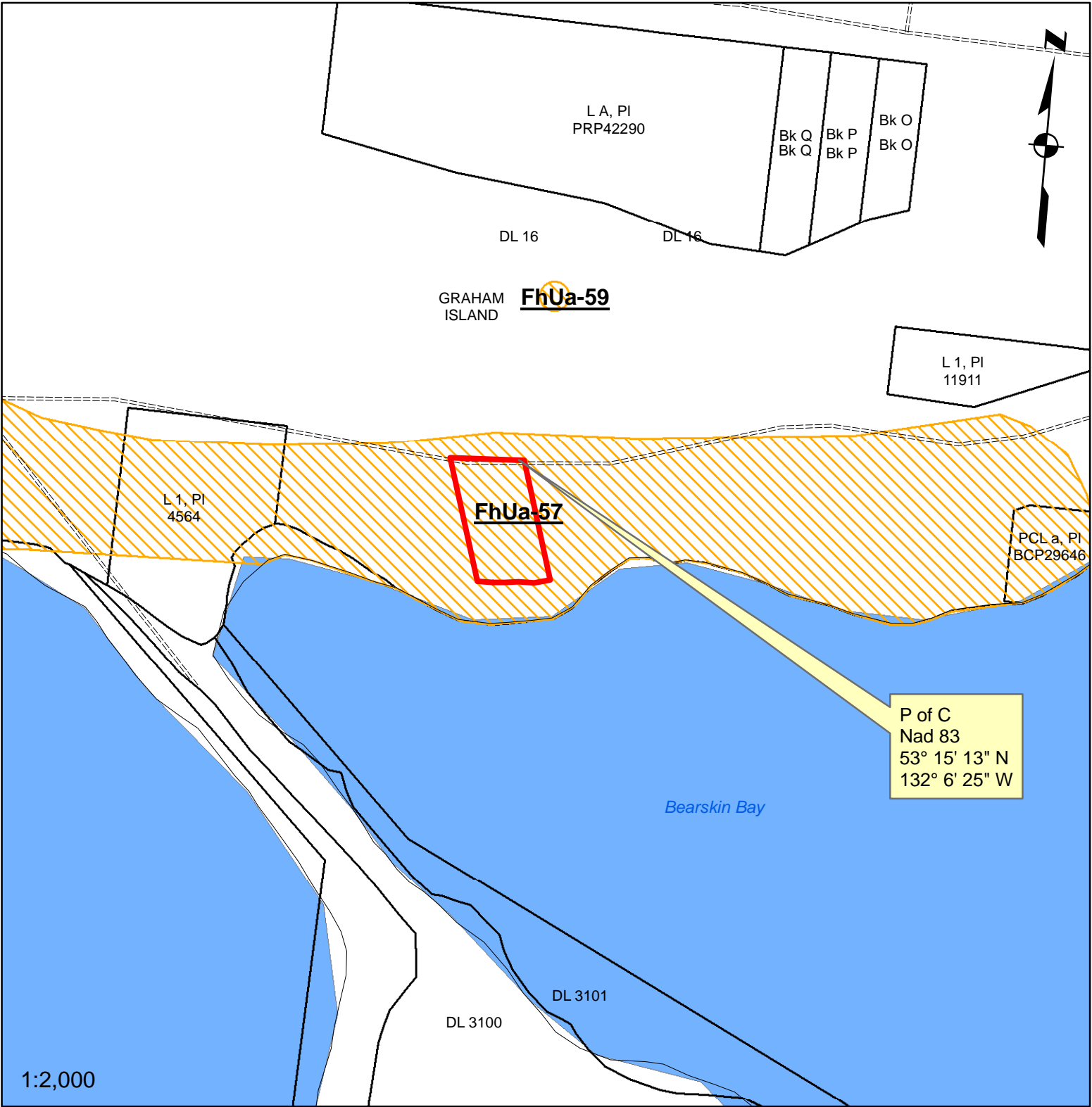
Socio-Community Conditions:

There is a fire hydrant almost directly across the street from my house.

Legal Description Schedule

Lands File: 6404019

Within Unsubdivided portion of District Lot 16, Queen Charlotte District shown outlined on sketch below, containing 0.13 hectares, more or less



Council of the
Haida Nation



Ministry of
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Natural Resource Operations

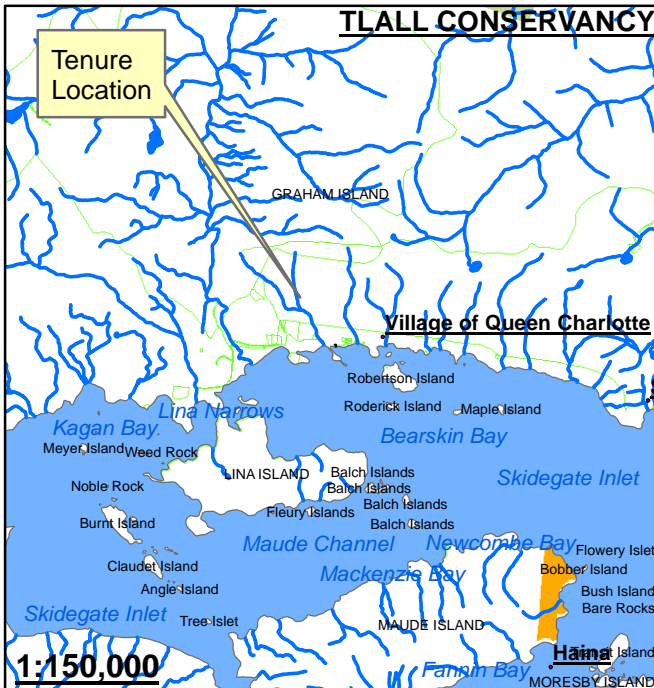
Haida Gwaii Natural Resource District

Lands Tenure Application Map
6404019 Licence of Occupation

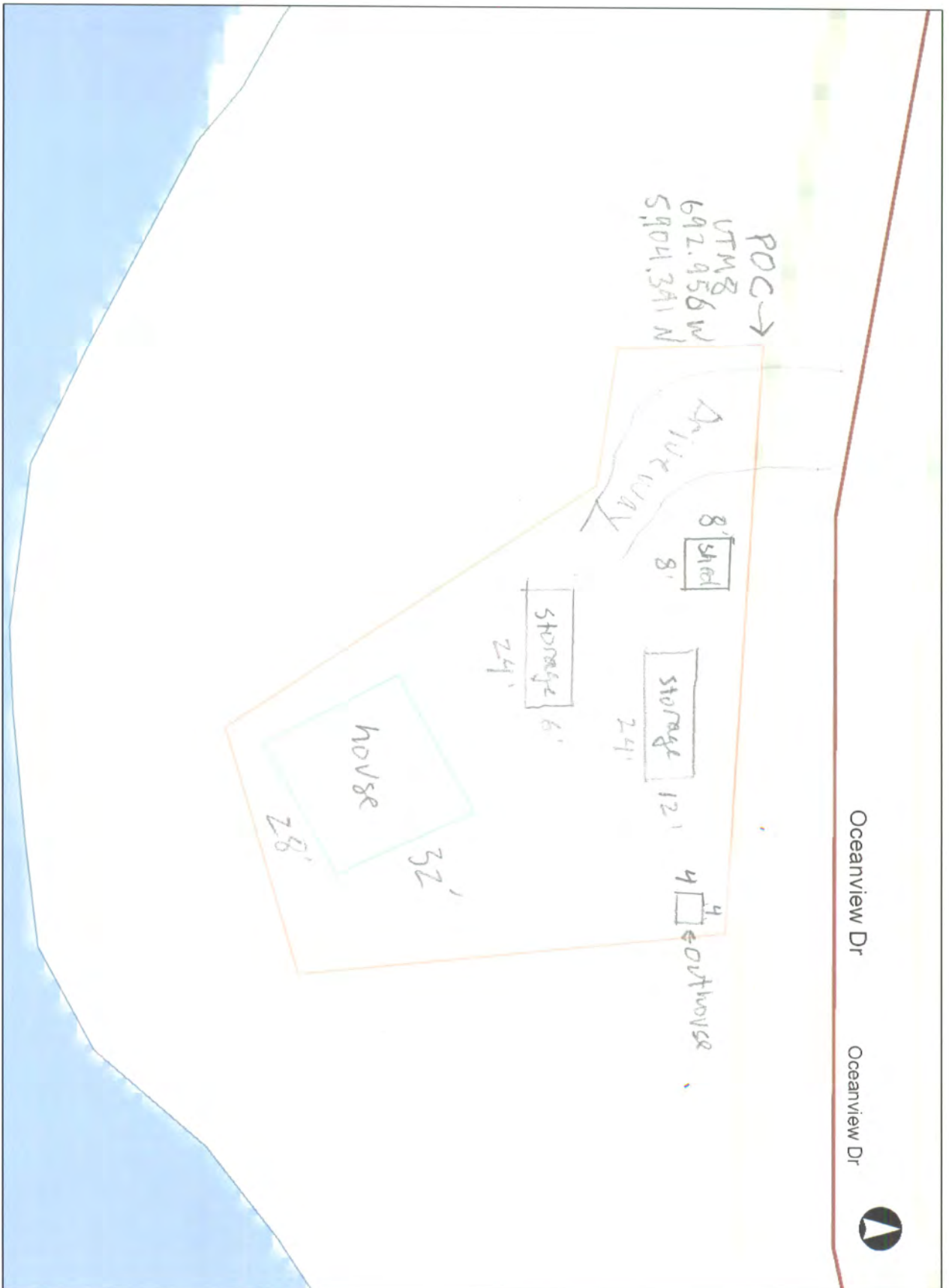
Date: December 1, 2014 Prepared By: DMLouis, HGRD

Legend

- | | | |
|-----------------------|----------------------|------------------------|
| 6404019 MacDonald | Lakes and Ponds | Ecological Reserves |
| BC Ferries Route | Rivers and Creeks | Conservancy Areas |
| Yellowhead Highway 16 | North Coast Ocean BC | Protected Marine Areas |
| Active Forest Road | Inundated Land | Indian Reserves |
| Pending Forest Road | Marsh | Forest Rec Site |
| Retired Forest Road | Swamp | |
| | Provincial Parks | |



6404019 Alexander MacDonald site Plan





Referral Memo

Date: March 20, 2015
To: SQCRD Board
From: Morganne Williams, Planner

Regarding: License of Occupation – Urban Residential

Location: less than $\frac{1}{4}$ of an acre, the long sides of which are bounded by Oceanview Drive and the beach of Bearskin Bay

Deadline for response: None received to date.

Summary of the Referral:

Applicant: Kevin Gibson

Lands Authorization:

Tenure Type: License of Occupation

Purpose: Urban Residential

Size: +/- 0.09 hectares

Attachments:

1. Application 10 pages



(Program - Residential) Management Plan for Kevin Gibson

I. Background

Residential use – propose to build a small greenhouse, raised-bed garden which is fenced, and an open-sided woodshed – also roofed-over compost bins.

This location has been my home for 25 years. I am 66 now and am retired. I would prefer to stay at this location. To relocate will involve serious personal and financial hardship.

Have held a series of licences of occupation, in good standing, from 1989 until June 30, 2006.

II. Location

On the beach in Bearskin Bay, Skidegate Inlet, the land fronts on Oceanview Drive, Village of Queen Charlotte, 200 metres west of the log sort/causeway.

Proposed lot is a long rectangle, less than $\frac{1}{4}$ of an acre, the long sides of which are bounded by Oceanview Drive and the beach of Bearskin Bay. On the land now are a house on stilts 10 ft. high which is 450 square ft., an outhouse on a concrete ring sill, 4 ft. x 4 ft. and a storage shed measuring 12 ft. x 12 ft.

At the west end of the proposed lot is a laneway coming from Oceanview Drive. It once served as an access road to a house and sawmill. There is good visibility in both East and West directions on Oceanview Drive. Persons on foot now access the house by a boardwalk from Oceanview Drive.

I don't drive a motor vehicle, I use a bicycle; once or twice a year I may borrow a pick-up truck to move firewood, or some other material, top soil, sea weed, etc. Occasionally I may expect to have visitors driving vehicles but this is rare, perhaps 20 times in a year.

Proposed use is to reside there all year continuously.

Land use is residential use on parcel, parcel east of it is also residential, to the West land is vacant, containing a closed dump site. On the north side of Oceanview Road is the FLNR office and a trucking depot (Ticker's Trucking) also a storage depot (Crabapple Creek Enterprises).

III. Infrastructure

I propose to build a cedar and glass (walls made of tempered glass. Roof is translucent sun tough polycarbonate) greenhouse which will sit on the surface of the ground (no excavation required) 10 ft. x 16 ft. in area.

Also a raised bed garden 20 ft. x 20 ft. fenced on all 4 sides and roofed with fish net. Fence posts will not be placed in post holes, instead the entire structure will be supported by a system of triangular cross or angle braces on the surface (no excavations required).

An open sided wood shed with green steel roof, cedar floor, built on large cedar rounds which sit on the surface of the ground (no excavations required). Roofed compost bins approx. 6'x18' in total – also on the surface.

As described above a roadway made of blast rock and gravel exists at the west end of the lot, it connects to Oceanview Drive and could serve as a driveway access road.

I have no requirement for telecommunications wires or electrical connections. At present there is a buried power cable extending from my house to my neighbour's house, (to the east). It is temporary for construction purposes and is shallowly buried 3" to 4" deep, and will be removed when I complete siding installation on house. In future I will use a small solar panel, as power amount required is very small. Note: The buried power cable is 14 gauge house wire (insulated) which is protected by ½ inch ABS pipe and cased in 1" ABS pipe, (doubly sheathed). (BC Hydro representatives advised me that this is acceptable for temporary construction purposes).

I have collected rainwater from the roof for 25 years. For drinking, I use a Santevia ceramic filter system with a 5 stage carbon & mineral cartridge. I have had not a single incident of gastrointestinal disease, so the filter system is successfully removing harmful bacteria. In terms of taste, clarity and general quality, the water from the Santevia is excellent, and superior to the water from the new water treatment plant in Queen Charlotte. All uses of water combined are between 10 and 20 litres daily.

In 1989, my first licence of occupation required a pit privy only. Since incorporation of the Village of Queen Charlotte, use of outhouses has been prohibited, and I have switched to using the Humanure Composting System. The small concrete-based outhouse west of my house contains the toilet, and there is a specially constructed composting bin to which the contents are transferred periodically. Please see enclosed book The Humanure Handbook by Joseph Jenkins. With this system, control of disease transmission is complete (100%) and there is no discharge of anything from the site.

For grey water disposal, I have built a separate triangular tile drainage field which has a geogrid liner, 9 cubic yards of sand and gravel filter material, and a system of perforated pipes. All grey water passes through this system. I have given a copy of photographs of this system to the Land Dept. (Heather McKnight) and also a copy to the Council of the Haida Nation, during its construction. It's construction also served to repair erosion done to the shoreline at the high tide mark, by the ditch drain water coming from the culvert under Oceanview Drive.

IV. First Nations

- Contacted Chief Skidegate, the late Dempsey Collison, regarding use of the land in his jurisdiction.
- Contacted the former President of the CHN, Guujaaw, also regarding use of the land.
- Am well aware that the land in question is an archaeological site containing midden, and that excavations of any kind are undesirable.
- As mentioned above, the Council of the Haida Nation has a photographic report of my only excavations which took place approximately 10 to 14 years ago.
- The sites of the pier blocks also the pit privy location either contained no midden (outhouse excavation) or at some of the pier block sites (8 in total) there was a 3 or 4 inch thick layer of shell midden about 20 inches below the surface. It contained clam shells and salmon vertebrae bones but no human remains, tools or artifacts. The same layer appeared in several old rotten stump holes that have been backfilled. The stumps were removed to allow building of the house.
- Have been assured by Colin Richardson, a member of the Solutions Table, that the CHN is well aware of this tenure offer and that the concerns of the Haida Nation will be accommodated.
- Contacted Tommy Green (Haida from Skidegate who worked with Darryl Fedge – archaeologist) who advised me about recording any findings during excavation for construction.

Section C – Additional Information:

V. Environmental

a. Land Impacts

The only cutting of vegetation involves salmon berry bushes which are on the site of the proposed garden, greenhouse, and woodshed.

For prevention of erosion I have seeded the bare ground produced by construction of the house with grass, and keep the grass cut short with a hand-operated, push-type lawn mower.

I propose to avoid any disturbance to a band of dense bushes, mostly Nootka Rose bushes, Salmonberry, and thimbleberry bushes, as the land is subject to occasional storm surges, and the bushes prevent the ocean waves from eroding the shoreline.

I will not use any herbicides, pesticides or other toxic chemicals. The only chemicals I use are biodegradable soap made from all organic ingredients and baking soda for cleaning purposes. Eco-max organic laundry detergent is used for cleaning clothes. All cleaning agents are disposed of through the greywater tile drainage field.

All buildings will be made of unpainted cedar which will turn a similar silver grey colour. The uncut band of bushes along the shore will render the new proposed developments mostly invisible from the beach, water or highway (except for the house on stilts, of course). Especially in summer (the tourist season, when visual impacts may be more critical), the vegetation will present a dense wall of foliage which renders most of my infrastructure nearly invisible.

As stated before, I am well aware that the area contains midden, and know the importance of having it undisturbed. When I first arrived 25 years ago, the ditch drain which flows from the culvert under Oceanview Drive had created a triangular canyon of eroded shoreline, and not being aware of the midden, I redirected the flow in a ditch which now is bordered by a very dense growth of Nootka Rose bushes, which prevent erosion of the shore. If I had not done this, the erosion would have proceeded all the way to the highway, thus destroying a large part of the land containing midden. In future I will do no digging whatsoever. (The triangular canyon is now the greywater field)

Except for a short period of construction noise, circular saw, hammering nails etc., and very rare periods of chain saw noise (re-cutting firewood which won't split) there will be no sound impacts at all.

No odor impacts are anticipated. The humanure system is well known to completely control disease transmission and odors (see Humanure Handbook).

There will be no gas emissions.

There will be wood smoke from a wood stove; also very occasional fumes from 2-cycle chain saw use (this is rare). When the wood stove is first lit, there is a short period following ignition, when a quite visible cloud of smoke is produced, but with dry wood, after about 5 minutes, the cloud is much reduced and diffuses rapidly.

c. Water or Land covered by water Impacts

Impacts to water or land covered by water are negligible. There will be no diversion of water.

The lot will never be fenced, and the public is free to traverse the land at any point, but since there is

ready access to the beach both east and west of the land, from Oceanview Drive, few members of the public cross the land, but it has happened occasionally.

The land may be subject to rare episodes of storm surge flooding which is the main reason I have placed the house on 10 foot high posts. The storage shed and compost bins have been placed on the highest part of the land, farthest from the ocean for this reason.

d. Fish and Wildlife Habitat

In the course of any one year, 65 different species of birds can be observed in the estuary of Crabapple Creek and in the bay west of the log sort causeway. A mixed flock of 200 ducks winters in this bay every year. Endangered species are present: Great Blue Heron.

VI. Socio- Community

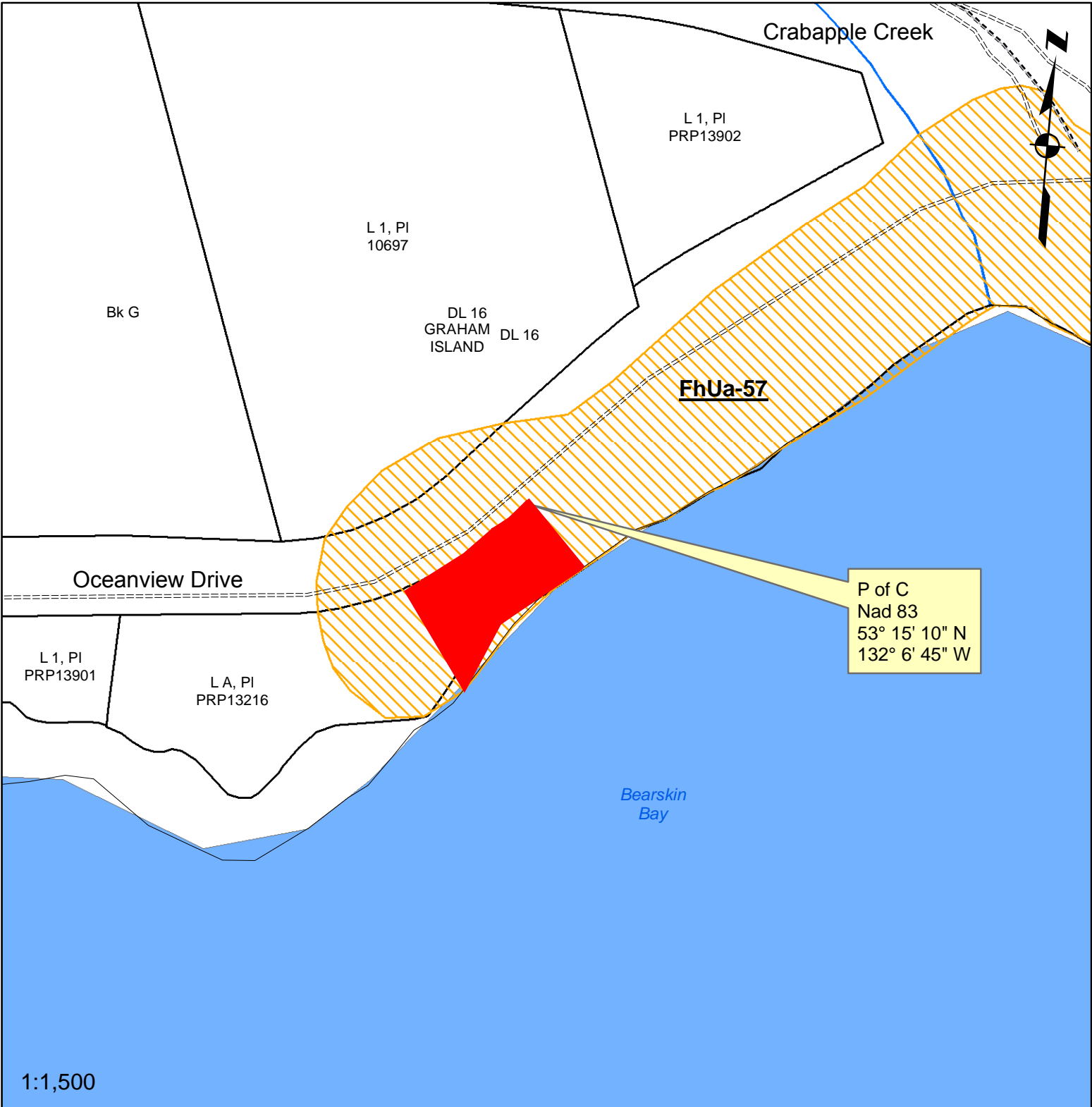
b. Socio-Community Conditions

There is a fire hydrant right across the Oceanview Drive from my home, and I am within the boundary of the Queen Charlotte fire protection area (volunteer fire dept. responders).

Legal Description Schedule

Lands File: 6404014

Within Unsubdivided portion of District Lot 16, Queen Charlotte District shown outlined on sketch below, containing 0.12 hectares, more or less



Council of the
Haida Nation




















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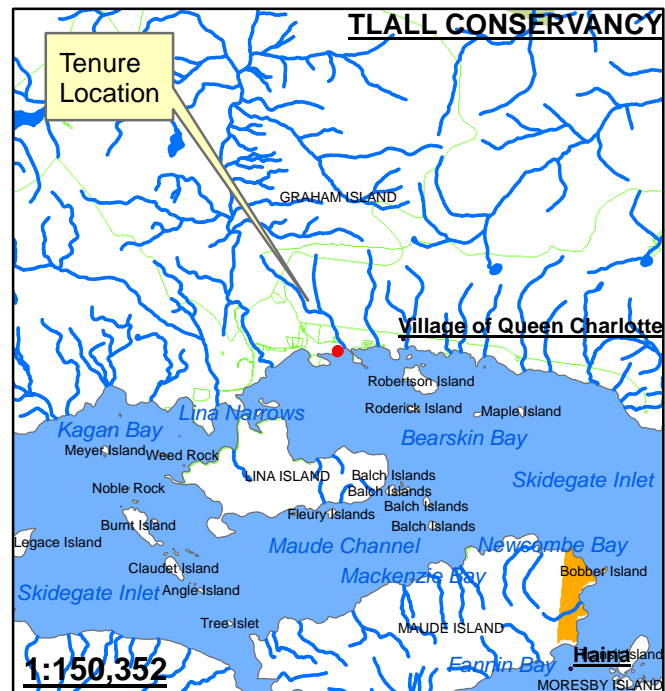
Haida Gwaii Natural Resource District

**Lands Tenure Application Map
6404014 Licence of Occupation**

Date: December 1, 2014 Prepared By: DMLouis, HGRD

Legend

- | | | | | | |
|--|-----------------------|---|----------------------|---|------------------------|
|  | 6404014 Gibson |  | Lakes_and_Ponds |  | Ecological Reserves |
|  | BC Ferries Route |  | Rivers and Creeks |  | Conservancy Areas |
| | Yellowhead Highway 16 |  | North Coast Ocean BC |  | Protected Marine Areas |
|  | Active Forest Road |  | Inundated Land |  | Indian Reserves |
|  | Pending Forest Road |  | Marsh |  | Forest Rec Site |
|  | Retired Forest Road |  | Swamp | | |
| | |  | Provincial Parks | | |



USA comment

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. Project Name

Provide a name for the project that is proposed in this funding application:

Old Massett Cabinetry Investment

2. Applicant Profile

| | |
|---|--|
| Applicant Organization (Legal Name): | Non-Profit Society Registration No. (if applicable): |
| Old Massett Village Council | |
| Address (street, city, postal code): | |
| P.O. Box 175, Massett, Haida Gwaii, V0T 1M0 | |
| Telephone: | Fax: |
| 250-626-7543 | 250-626-5440 |
| Email: | Website (URL): |
| pam@mhtv.ca | www.haidalonghouses.ca |

3. Primary Contact Information


| | |
|---|------------------------------|
| Primary Contact (for this application): | Position / Title: |
| Patricia Moore | Economic Development Planner |

Complete the following if different from Applicant Organization contact information:

| | |
|--------------------------------------|------------|
| Address (street, city, postal code): | Telephone: |
| Same | |
| Email: | Fax: |
| | |

4. Select the Application Process

Northern Development accepts Economic Diversification Infrastructure applications to each of the following Trust Accounts. See the Application Guide for more information on the advisory review and approval process.

| | |
|---|---|
| Select one of the following Regional Development accounts: | |
| <input type="radio"/> <u>Cariboo-Chilcotin/Lillooet</u> <input type="radio"/> <u>Northeast</u> <input checked="" type="radio"/> <u>Northwest</u> <input type="radio"/> <u>Prince George</u> |  |
| Identify the municipality or regional district that is providing a resolution of support for this funding application: | |
| Masset | |
| Resolution of Support: | |
| <input type="radio"/> A resolution of support from the municipality or regional district is attached. <input checked="" type="radio"/> A resolution of support has not yet been secured from the municipality or regional district. The date when the municipality or regional district is meeting to review the request for a resolution of support for this funding application is: <u>February 9, 2015</u> | |

Applicants are responsible for securing a resolution outlining support for the Northern Development funding request from a municipality or regional district. Applicants must provide a copy of the resolution of support to Northern Development before a funding decision can be made.

5. Project Overview

| Identify the project's primary investment area: | Identify the project's secondary investment area: |
|---|---|
| <input type="radio"/> Agriculture | <input type="radio"/> Agriculture |
| <input checked="" type="radio"/> Economic Development | <input type="radio"/> Economic Development |
| <input type="radio"/> Energy | <input type="radio"/> Energy |
| <input type="radio"/> Forestry | <input type="radio"/> Forestry |
| <input type="radio"/> Mining | <input type="radio"/> Mining |
| <input type="radio"/> Olympic Opportunities | <input type="radio"/> Olympic Opportunities |
| <input type="radio"/> Pine Beetle Recovery | <input type="radio"/> Pine Beetle Recovery |
| <input type="radio"/> Small Business | <input checked="" type="radio"/> Small Business |
| <input type="radio"/> Tourism | <input type="radio"/> Tourism |
| <input type="radio"/> Transportation | <input type="radio"/> Transportation |

Northern Development project investments must fall within the ten investment areas above as identified in the Northern Development Initiative Trust Act.

| |
|--|
| <p>Provide a description of the project:</p> <p>OMVC's Economic Development Department would like to create a permanent space for a woodworking shop located on Haida Gwaii. The project will entail the following:</p> <ol style="list-style-type: none"> 1. Relocating 3 other programs into a different location. 2. Building a heated lock-up for valuable wood storage. 3. Work Safe the existing building to include indoor bathrooms. 4. Retrofit additional space for 3 other programs, providing a community storage for capital projects, and contracts. 5. Insulating building to prevent condensation. 6. Cement floor installation <p>✦ Outline the key project elements as they relate to the funding program's objective(s)</p> |
| <p>Explain the rationale for the project:</p> <p>Currently, OMVC rents two different spaces at \$1200 a month but has to share the space with three other programs. This has caused a strain on inventory and project control. In addition, with three other programs sharing the space, the cabinetry program has been unable to complete the projects in a timely manner that would allow the program to make a profit. With the constant shuffling of projects and looking for tools, time has been a problem.</p> <p>There are no suitable shops in the Greater Massett area. There is a highschool shop, but due to the use of the shop in the school, there is limited time to use the shop, and most times are after normal working hours. There is a personal shop that we rent, however, it is not fully equipped, and it is a shared space. There is no storage for projects, and the rent cuts into our cashflow each month. This would be acceptable, if there was not so much time wasted moving projects, and inventory being used when our crew is not around.</p> <p>Masset has MANY woodworkers in the community. From traditional to contemporary, there is a need for space to run training programs.</p> <p>✦ Focus on long term community or regional needs with regards to economic development that the proposed project will address specific to the primary investment area.</p> |

6. Direct Economic Benefits

Outline the direct economic benefits to the local or regional economy:

Value-Added wood products help close the economic leak of whole logs being shipped from the island. By using the local mill, and the local kiln, we are creating contracts with local businesses.

Job creation is our focus. By creating this shop, we are creating opportunity for our community members to create products that can be sold both locally and off-island.

7. Current Employment

| Nature of positions: | Number of existing positions: | Hours of employment per week (average): | Total person months employed annually (average): | How does the proposed funding help to sustain the existing positions? |
|----------------------------------|-------------------------------|---|--|--|
| Direct permanent full-time jobs: | 1 | 35+ hours/week | 12 months/year | There is one direct permanent full-time job, and 2 permanent part-time jobs. This funding will keep the program in operation, and create opportunity to expand and compete in outside markets. |
| Direct permanent part-time jobs: | 2 | 20 hours/week | 12 months/year | |
| Direct seasonal jobs: | | 55 hours/week | 12 months/year | |

8. New Employment (Job Creation)

The following job creation will be reported on by the applicant organization for a five (5) year period to demonstrate the direct economic benefits of the project:

| Nature of positions: | Number of new positions to be created: | Hours of employment per week (average): | Total person months of employment to be created (average): | Position(s)/Title(s): |
|--|--|---|--|--|
| Direct permanent full-time jobs: | 3 | 35+ hours/week | 12 months/year | the full-time positions will move to full-time positions, and 2 new positions will be created |
| Direct permanent part-time jobs: | 2 | 20 hours/week | 12 months/year | two new part time positions will be created to once the larger contracts are secured |
| Direct seasonal jobs: | 1 | 35 hours/week | 2 months/year | one teaching position through NWCC will be created to provide theory to our communities |
| Direct temporary jobs (construction or consulting): | 0 | 0 hours/week | 0 months/year | Construction crew x 5 Concrete Crew x 1 Plumbing & Electrical contract Foam insulation contract |
| TOTAL PROPOSED FULL-TIME EQUIVALENT (FTE) JOB CREATION: | | | | 6.4 |
| + Full-time equivalent (FTE) job creation is aggregated from information provided above. 1.0 FTE is equal to 1 new position working 35 hours/week for 12 months/year. | | | | |

9. Increased Revenue Generation

The following annual revenue generation will be reported on by the applicant organization for a five (5) year period to demonstrate the direct economic benefits of the project:

| Current Annual Revenues: | Projected Annual Revenues | | | | |
|--|---------------------------|------------|------------|------------|---------------|
| | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 |
| \$ 135,240 | \$ 145,464 | \$ 160,000 | \$ 176,000 | \$ 220,000 | \$ 275,017 |
| INCREMENTAL REVENUE GENERATION OVER FIVE (5) YEARS: <i>+ Incremental revenue is the sum of the Projected Annual Revenues for the five (5) years of the project, minus the Current Annual Revenues maintained over the same five (5) year period.</i> | | | | | \$ 300,281.00 |
| Describe how the revenue will be generated and the sources of revenue: Current: \$135,240 Year1: \$145,464 Year2: \$160,000 Year3: \$176,000 Year 4: \$220,000 Year 5: \$275,017 IRGOFY: \$300,281.00 Revenues will be generated through sales of custom doors (haida), custom cabinet doors (haida), coffins (haida), cutting boards, tables, headboards (haida) and cutting boards. | | | | | |
| What percent of the projected annual revenue is from outside central and northern BC? | | | | | \$ 40 % |

10. Project Participation

| List all participants that will actively contribute to the project: | |
|---|-------------|
| Communities (population ≤ 5,000 residents) : | Masset |
| Communities (population > 5,000 residents) : | |
| First Nations Communities: | Old Massett |
| Private Businesses: | |
| Non-Profit Organizations: | |
| Governmental Organizations: | |

11. Project Milestones

| Stage of Project: | Scheduled Date: | Describe the current stage of the project: |
|-------------------|-----------------|--|
| 1) | | Step one: clear out qwansats (3 days) step two: order equipment (shipping might take some time) Step three: concrete floor (7 days) Step four: plumbing and electrical work (2 days) Step five: spray foam insulation (4 days) step six: install new equipment (5 days) step seven: gather all shop supplies (4 days) step eight: move in. (1 day) Your form would not let me input any information. |
| 2) | | |
| 3) | | |
| 4) | | |
| 5) | | |
| 6) | | |

Complete the above, however if you wish to provide a more detailed project schedule, please attach separately to this application.

12. Project Budget

| Expense Item: | Amount (\$): | Verification: |
|------------------------------|--------------|--|
| Electrical | \$ 10,500.00 | <input type="checkbox"/> Quote(s) attached |
| Heater | \$ 3,995.00 | <input type="checkbox"/> Quote(s) attached |
| Insulation | \$ 37,536.00 | <input type="checkbox"/> Quote(s) attached |
| Construction | \$ 33,310.00 | <input type="checkbox"/> Quote(s) attached |
| Concrete | \$ 8,550.00 | <input type="checkbox"/> Quote(s) attached |
| Equipment | 69,580.00 | <input type="checkbox"/> Quote(s) attached |
| Other | \$ 35,732.00 | <input type="checkbox"/> Quote(s) attached |
| TOTAL PROJECT BUDGET: | | \$ 199,923.00 |

Complete the above, however if you wish to provide a more detailed project budget, please attach separately to this Application.

13. Funding Request

The following funding is requested from Northern Development:

| Funding Type: | Amount (\$): | |
|--|--------------|--|
| Grant | \$ 82,906.00 | |
| <i>A maximum of \$250,000 is available in the form of a grant for communities with a combined regional development account and up to \$100,000 for The Village of Cache Creek, the District of Port Edward and the Skeena-Queen Charlotte Regional District, with the remainder available in the form of a loan.</i> | | |
| Loan | \$ | Length of Re-Payment Term Requested (up to 10 years): |
| TOTAL REQUESTED: \$ 0 | | |

14. Other Funding Sources

| Funding Source: | Amount (\$): | Identify funding terms: | Identify funding confirmation: |
|--|--------------|--|--|
| Gwaii Trust | \$ 87,103 | <input checked="" type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other: | Approval letter attached Date approval expected: MARCH 2015 |
| OMVC | \$ 29,914 | <input type="radio"/> Grant <input type="radio"/> Loan <input checked="" type="radio"/> Other: In-kind & CASH | Approval letter attached Date approval expected: |
| | \$ | <input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other: | Approval letter attached Date approval is expected: |
| | \$ | <input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other: | Approval letter attached Date approval expected: |
| | \$ | <input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other: | Approval letter attached Date approval expected: |
| | \$ | <input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other: | Approval letter attached Date approval expected: |
| | \$ | <input type="radio"/> Grant <input type="radio"/> Loan <input type="radio"/> Other: | Approval letter attached Date approval expected: |
| TOTAL OTHER FUNDING: \$ 117,017 | | TOTAL PROJECT FUNDING: \$ 199,203.00 (Northern Development + Other Sources) | |

15. Leveraging

Calculate Northern Development's funding leverage for the project:

The funding request as a percentage of total project funding is:

~~0.00~~ %
41.5%

✦ $\text{Leverage \%} = (\text{Northern Development funding request}) \div (\text{Total project funding})$

Northern Development provides funding under this program up to a maximum of 70% of a total project budget for communities with a combined regional development account and up to 28.57% of a total project budget for The Village of Cache Creek, the District of Port Edward, and the Skeena-Queen Charlotte Regional District.

16. Sustainability

Explain how funds will be generated to operate the facility for five (5) years:

Sales and training funds.

Describe how the project will support population growth or help sustain population in the community or region:

The project will address the 68% unemployment rate in the community of Old Massett.

Describe how the project will contribute to environmental sustainability:

The project will value add wood leaving the island.

Describe and quantify any increase to property value(s) that would directly result from the project:

Unfortunately, FN communities do not have property values. However the added space for storage for the programs, the focused space for this project is worth a lot in terms of time savings and inventory control.

Attachments

List all documents attached to this application:

| Document Name: |
|----------------|
| 1) |
| 2) |
| 3) |
| 4) |
| 5) |
| 6) |
| 7) |
| 8) |
| 9) |
| 10) |

17. Authorization

I AFFIRM THAT the information in this application is accurate and complete, and that the project proposal, including plans and budgets, is fairly presented. 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 also 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 agree to publicly acknowledge funding and assistance by Northern Development.

I authorize Northern Development to make any enquiries of such persons, firms, corporations, federal and provincial government agencies/departments and non-profit organizations operating in my organization's field of activities, to collect and share information with them, as Northern Development deems necessary, in order to reach a decision on this application, to administer and monitor the implementation of the project and to evaluate their results after project completion.

I agree that information provided in this application form may be shared with the appropriate Regional Advisory Committee(s) and/or Northern Development staff and consultants.

Name:
Organization Signing Authority

JOHN DISNEY
Economic Development Officer



Title:

Date: **FEB - 4 2015**

18. Submitting Your Application

Completed Funding Application forms (with all required attachments) should be provided electronically to Northern Development by email.

Email info@northerndevelopment.bc.ca



OLD MASSETT VILLAGE COUNCIL

Economic Development

PO Box 175, Masset

Haida Gwaii, V0T 1M0

Tel: 1.250.626.7543 FAX 1.250.626.5440

Email: pam@mhtv.ca

OLD MASSET CABINETRY PROGRAM

Project Description

The Old Massett Village Council's Economic Development department would like to create a permanent woodworking shop to accommodate a cabinet social enterprise. The shop will be located on LOOP Road in Old Massett. This application is to create the shop, however, in order to do so infrastructure needs to be set in place. Two locations need to be renovated and upgraded in order to create this unique space .

OMVC would like to create a social enterprise that will work with underemployed, out of work, and youth that have chosen not to attend school. In Maple Ridge BC, there is an alternate school named CREW that runs a shake mill year round that takes grade 10, 11, and 12 students that are struggling in the main school system, and teaches them a trade. The school runs its classroom using curriculum similar to the ebus program on island, however, it has built in supports for a "work at your own pace" situation. Like CREW, in the morning we propose the students will complete their school work, and in the afternoon the students work in the cabinet shop, earning minimum wage. We feel that with your help we can offer a program such as this, with partners such as the School District, North West Community College and the First Nations Education Society.

Two years ago OMVC and North West Community College (NWCC) tried to start a joinery program on island. Unfortunately, NWCC could not continue the program because we did not have the proper infrastructure to offer the program. We had to rent a number of different spaces to meet the demands of the program, and at all of these spaces we had to share the space with other unmanaged woodworking activities creating scheduling, and safety issues. The high school has a fantastic workshop, but scheduling was extremely difficult due to their regularly scheduled classes, and the fact that all students had to have a criminal record check to be on the school grounds eliminated a lot of our participants. As you may know, criminal behaviour is high when its paired with poverty, lack of support, and idle hands. Keeping our community members out of the "system" by providing them with a purpose has been proven. OMVC's carpentry program offered 19 students an opportunity to get into the carpentry trade. Over two thirds of these students were in the court system. After five years only one of them remains in the system today. Although we do not have all 19 students working with us, ALL of the participants have found full-time employment, or have started their own businesses in the carpentry field.

For the past three years the Cabinetry program has been increasingly successful. Unfortunately accessing space in a number of different shops, has made it difficult to maintain control of equipment and inventory. In addition it has created a great strain on our ability to complete projects efficiently. As we are already a training program and tend to take longer with production, the displacement adds to challenge. We feel that a centralized woodworking shop will address these issues, as well as create the community with an opportunity to participate in a value-added business in a much more formal scale. The shop is a 50' x 60' Quonset hut and will be equipped with the essential equipment needed

to create the few products we are proposing to market in the next year. Without it we do not have the ability to create this social enterprise.

In order for the Quonset hut to meet the needs of the proposed woodworking shop, the current occupants will need to be relocated to another Quonset hut in a location 10km away, on our other reserve, New Town. Both Quonset huts will need changes in order to accommodate each program's needs.

LOOP:

1. Build a 20'x 15' heated storage unit. Includes cement pad, framed walls, insulation, baseboard heater, electricity, that will store our over \$50,000 worth of seasoned cabinet wood.
2. Insulate the 50' x 60' Loop Quonset with spray insulation to prevent the building from sweating and causing damage to equipment and value added wood products.
3. Install new fixtures into the bathroom including new toilet, and sink.
4. Install new lighting fixtures for better light.
5. Install "brickette" stove for heating work space.

NEW TOWN:

1. Electrical work to provide adequate lighting.
2. Foam insulation to prevent the building from sweating and causing damage to equipment
3. A cement pad needs to be poured as the building will be used for things such as painting, etc.
5. Frame in walls around the existing toilet and add a sink.
6. Create storage lockers to secure each programs belongings. This will provide better control of equipment and inventory.

Project Benefits:

The benefits of this project include the following:

1. 3 fulltime positions with the possibility of one more within the cabinet program. Old Massett/Tow Hill
2. Opportunity for NWCC to provide a cabinet/joinery program on island. All-Island
3. A teaching position for an identified local individual to teach the NWCC program. Tlell
4. Access to fine quality cabinets and doors and other value added wood products. All-island.
5. Infrastructure that will allow us to provide "alternative" education programs with the school district.

Project Management:

Project Manager:

Patricia Moore will oversee the project for the Old Massett Village Council. It is my belief that in order to succeed, a person needs to surround themselves with those who are passionate, hard working, and smart. I have been working with two individuals for over two years, that I have full confidence in. Both are talented individuals that have worked with community members to selflessly teach them the skill of cabinet making and joinery.

Program Manager

Ian Maclean has been working for OMVC for over two years. He has successfully trained two chosen individuals in joinery and cabinet making. He has a good relationship with the crew, and is very patient with our new learners. Ian ran his own business for approximately five years in the lower mainland, and has worked all over the world learning the skill of cabinetry. Ian will work on a daily basis with the crew to produce orders, etc. Ian also assists Patricia with the quotes, and material sourcing.

Advisor

Rolly Thompson of Tlell has helped with the design of the shop, the safety policies and the selection of required tools. Roly is a certified Red Seal Cabinet maker, who has many years experience teaching

and building. Roly's role is an advisory roll, however, he is excited to teach with NWCC when they bring the cabinetry program to Haida Gwaii.

Employees of the project are all protected and need to adhere to the OMVC Employee policy.

Project Objectives:

Economic Development – OMVC's approach on projects has been to take small steps towards our goals to ensure we are ready and capable of managing our projects while minimizing loss, and creating capacity. The cabinet program began as an opportunity stemming from our Hiellen Longhouse project. For the past two years we have been working towards creating meaningful positions, and responsible employees. The two selected employees from sixteen have both completed year one at BCIT in joinery, and have fully committed themselves to learn the trade. Now that we have established what we are capable of doing, we'd like to take on more contracts. In order to do this, we need to have a home base that we can control our inventory, our equipment, and ensure that we are completing orders on a timely manner using our own resources.

Our primary focus is to use what is available to us to provide sustainable employment for our crew. With the Haida Nations' investment in Haico, and more particularly Taan Forestry, we have an opportunity to create products that are made locally, by locals. Value-adding wood products can be done in many different ways, this is our attempt to keeping jobs on island.

OMVC has the opportunity to work with a company willing to purchase our products, unfortunately we cannot do this without this infrastructure. We can not promise our buyers without the security of knowing we have the tools to meet their orders. We are attempting to capture a unique and niche market in the Cabinetry field, however we need the infrastructure in order to compete in the larger market.

Our secondary, but equally essential objective is to work with FNEESC and the School District to create a program that will help our youth that are struggling in the mainstream system. By providing a purpose for our participants, we create hope. We aim to see our graduation rates increase with confidence that our students are not just being passed through. We want to provide our youth with meaningful employment that showcases their talents.

Partnerships:

As stated under project description, OMVC owns two Quonsets. One is located on Loop Rd. within the community of Old Massett and will be ideal for the woodworking shop we propose. The Quonset has three phase power, is fully plumbed, has a concrete floor, and already has work benches constructed. This Quonset is shared by three programs. Salmon enhancement, Parks and the Carpentry program, as well as used as storage for a number of community items. Parks and Salmon Enhancement are willing to move from loop to the New Town Quonset as long as the Cabinetry program can address the much needed changes to the existing building.

We have an application into Gwaii Trust for \$87,103 under their Major Infrastructure program. We are still waiting for an answer, however, speaking to their board, they like the project and would like to support it. Since NDIT will not purchase woodworking equipment, we will use the NDIT funds for the much needed infrastructure changes.

One the infrastructure is in place, partnerships with School District 50, First Nations Education Steering Committee, Tricorp, Haida Gwaii Literacy Society and North West Community College will be solidified.

Community Support/Buy-in

Community Support for this project has been overwhelming. The Carpentry program was such a success, the community can see the potential for this program. Many of our community members from North to South have either requested a quote or made an order for our products. We have completed a number of jobs on both commercial and residential buildings on the island, and have two months of work in our schedule. The Council of the Haida Nation is building a new Governance building, and the potential from that order is enormous, but we need to build the capacity, and we need our own space.

Our 5 year human resource plan also shows that the community would like to have a woodworking shop that can be utilized. We would like to offer this, and will, however, it is imperative that the use of equipment and a shop like this be supervised and maintained. So the shop will be made available at cost to the user. We will also make the shop available to those woodworkers that are making coffins and bentwood boxes for their loved ones. In addition, we will look at selling coffins to other nations.

Project Financial Projections:

The Cabinetry program has been completing jobs for the past two years. We have had contracts ranging from \$1000 - \$50,000. Our orders on the local market are increasing, and we are backed up with projects. Unfortunately we do not have the dedicated space to complete our projects on time, causing our customers to find cheaper alternatives like IKEA or similar type of cabinetry. We do not propose huge revenues, however we do see the program making a nice profit that will allow us to employ more people, train more people in a trade, and provide some quality value added wood products.

In year one we see ourselves earning a profit of \$15,000, however with the right marketing strategy, and the right capacity, in year two and 3 we see an increase of 25%. Some of the larger companies we have been talking to deal with very high end customers whom do not question the cost of beautiful cabinetry. However, at this time, we cannot supply them with our product without proper tools, and equipment. We have been getting by renting space that is not exclusive to our program, causing our efficiencies and productivity to suffer. We feel with the proper space, well managed, and well maintained, that we can meet our targets.

Operational and maintenance funds will be funded by sales of products and education funds. The Quonset costs are covered by Ec. Dev. and each of the programs within the Economic Development Department. We are currently paying \$1250 per month plus hydro to complete work in other locations. Savings from rent, and increased efficiency will certainly cover the operational and maintenance funds. Having one group responsible for the care of the equipment will also keep the cost of repairs down. When using equipment, our students will be taught how to clean and maintain the equipment to ensure longevity of life.

A user fee will be charged to those not in the cabinet program to ensure that there is always someone with first aid, and onsite that knows how to use the equipment properly. We currently have the same system in our commercial kitchen, and it is working very well keeping the equipment clean and maintained.

Project Success Factors:

Success for this project will be measured in three ways:

First, with any kind of social enterprise, Revenues from sales of value-added wood products will be our first measurement. Since we are a social enterprise, all our revenues go back into the shop to keep up the maintenance of equipment, and into training.

Secondly, Haida Gwaii is lucky to have Roly Thompson from Tlell living on island. He is fine craftsman that is certified to teach all levels of a RED SEAL journeyman program. Two years ago when we wanted to start a joinery program, we couldn't because we didn't have a location to run the program. It is our goal to run programs with NWCC that will allow us to capture the minds of those that may not "suit" the conventional education system. We are excited about this, for over the years we have seen our youth fail from high school thinking there is something wrong with them. I have had the opportunity over the years to meet many young people that couldn't make it in school, but when put into a woodworking shop they are creating the most amazing pieces of art. We think it is these youth that will embrace the program, and if they succeed, we succeed.

Finally, two fully completed Quonsets, on time and on schedule.

FINANCIAL REQUIREMENTS & USE OF FUNDS

With the \$82,906.00 we are requesting, we plan to do the following:

- 1. Purchase Brickette stove for heating the classroom.**
- 2. Insulate both Quansot buildings**
- 3. Build a heated storage for seasoned wood.**
- 4. Pour a concrete pad at the quansot in New Town so the building is usable.**
- 5. Build lockers for each program in the New Town Quansot**

Total Request: \$82,902.00

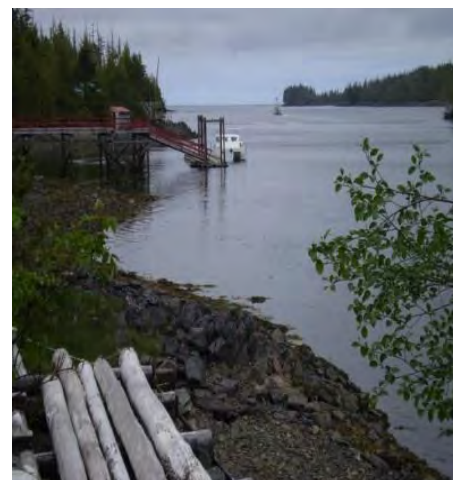
Community Passenger Ferry Service Study



Dodge Cove¹



Oona River²



Hunts Inlet³

PREPARED FOR:
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PREPARED BY:
Debra E. Febril, Researcher
January 2015

Table of Contents

| | |
|--|----|
| EXECUTIVE SUMMARY: | 3 |
| COMMUNITY ASSESSMENTS: | 3 |
| CURRENT FERRY SERVICES: | 5 |
| PROPOSED FERRY SERVICE CHARACTERISTICS AND PLAN: | 8 |
| PROJECT BENEFITS AND POTENTIAL RISKS: | 8 |
| MARKET CONSIDERATIONS: | 9 |
| ESTIMATED COSTS AND REVENUES: | 11 |
| OVERVIEW OF RESEARCH FINDINGS..... | 13 |
| NEXT STEPS/Implementations and Actions | 14 |
| APPENDIX..... | 14 |
| 1. Community Survey..... | 14 |
| 2. References | 17 |

EXECUTIVE SUMMARY:

Community members and stakeholders alike have expressed the desire to see improved access to the city of Prince Rupert via reliable year round passenger ferry services. Current services to and from Dodge Cove, Oona River, and Hunts Inlet are either limited or non-existent. This limited access to the mainland presents many barriers to the social and economic opportunities for these communities.

Research was undertaken to support the process of decision making and to assess the feasibility of a small passenger ferry service to these three locations. This report provides a summary of the comprehensive research conducted including: research of public information, literature review, previous work done by the Regional District such as the Expression of Interest document issued by the SQCRD on October 25, 2013, and case study comparisons. It also sets out market considerations, expected operational costs and revenues, and the potential for external funding for this project.

Based on this information it concludes that improving access by small passenger ferry service will result in direct benefits for the communities and the region over all. It also finds that enhancing Passenger Ferry Services in the Skeena-Queen Charlotte Regional District (SQCRD) requires a strategic balance between public and private entities to ensure the level of service offered to these communities is sustainable and cost effective over the long term.

COMMUNITY ASSESSMENTS:

a. Dodge Cove

Dodge Cove is situated 4.8 km west of Prince Rupert on Digby Island within Electoral Area A of the Skeena-Queen Charlotte Regional District. The community has a population of 30 permanent residents. In the summer season the population of Dodge cove is known to increase to 50 to 70 people. The community has no road connection and is dependent on the harbour for off-island access. The harbour facility has a harbour basin with a timber trestle approach. Services available at Dodge Cove include a wharf, floats, hydro, lights, moorage and derrick.

b. Oona River

Oona River is located approximately 40 km southwest of Prince Rupert on Porcher Island within Electoral Area C of the Skeena-Queen Charlotte Regional District. The community has a population of 25 permanent residents. In the summer season the population of Oona River is known to increase to 50 to 70 people. The harbour facility consists of a timber trestle approach leading to two strings of floats. Harbour access is restricted by the tide. A tide gauge is installed approximately 1000 feet east of the breakwater, which shows the lowest point of water of the entrance. In addition, there are two range markers on the breakwater to assist. Services available at Oona River

include a wharf, floats, hydro, lights, unloading, water, plane float, moorage, pay phone, derrick and breakwater.

c. Hunts Inlet⁴

Hunts Inlet is located approximately 27 km south of Prince Rupert on Porcher Island within Electoral Area C of the Skeena-Queen Charlotte Regional District. The community has a population of four permanent residents. The community can fluctuate up to 40 to 50 people on weekends and holidays.

With a minimum count of 59 permanent residents and up to 190 weekend/summer visitors the need for enhanced ferry transportation services to the mainland is clear. The information above also establishes that these communities are dependent on the harbour for off-island access.

In terms of the disadvantages associated with limited access researchers like Spilanis, Kizos, and Petsioti stress that: ***“For islands, if a service is not provided on the island, the cost and the time required to access it is disproportionately high compared to that on the mainland”***⁵ This increased cost and time for essential products and services, is very problematic for remote communities like Dodge Cove, Oona River, and Hunt’s Inlet. Later in this report we will see more of the disadvantages of limited access and also some of the benefits that result with increased accessibility for island communities. For now it is important to note that some economic benefits are inherently connected to increased accessibility.

At the time of writing this report a community needs assessment survey was created but has not yet been conducted. The survey has been included in the appendix and once completed will provide important demographic information, input about services, and socio-economic information for the 3 communities. In the interim there are some indicators that can be drawn from the Skeena-Queen Charlotte Region generally that relate to this project. For example, the 2012 BC Stats show the following age estimates in the Region:

| <i>Age Structure⁶</i> | | | | | |
|----------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------|-------------|
| | <u>Skeena-Q Char</u> <u>2012</u> | <u>Skeena-Q Char</u> <u>2012</u> | <u>Skeena-Q Char</u> <u>2022</u> | <u>BC</u> <u>2012</u> | <u>2022</u> |
| <u>Population Estimate</u> | | | | | |
| 0-17 years | 4,306 | 22.2 | 20.0 | 18.3 | 17.6 |
| 18-24 years | 1,873 | 9.6 | 8.2 | 9.7 | 7.4 |
| 25-64 years | 10,839 | 55.8 | 52.3 | 56.1 | 55.4 |
| 65+ years | 2,398 | 12.4 | 19.5 | 15.9 | 19.6 |
| Total | 19,416 | 100.0 | 100.0 | 100.0 | 100.0 |
| <u>Dependency Rate (%)</u> | | | | | |
| Child | | 33.9 | 33.1 | 27.7 | 28.1 |
| Elderly | | 18.9 | 32.3 | 24.1 | 31.1 |
| Total | | 52.7 | 65.4 | 51.8 | 59.2 |

From this chart we can see that 22.2 % of the population in the Skeena-Queen Charlotte Regional District is between 0-17 years of age, and this age distribution will likely drop slightly in the next 10 years. This information can also be used to show that there are approximately 4309 school aged children in the Region who potentially need access to transportation for

educational purposes. It also tells us that approximately 65.4 % of the Region's population is composed of adults and the remaining 12.4% are elders.

These numbers along with information collected from the survey can be used to determine how much of the population will need to access the proposed ferry services for the purpose of attending elementary or high school. It is also helpful in predicting how much of the Region's population may need to access the ferry service for purposes other than education. Furthermore, these specific details also offer a way to show measurable changes. For example, an average one way travel fee paid by community members can be created, based on this number we can measure the amount of savings that flows from enhanced ferry services. As with any statistical analysis there are likely to be slight variations in the data as well as assumptions that must be identified.

Recommendation #1 Conduct the Community Needs assessment so that its socio-economic data can be analyzed and be used to determine the specific needs of the community, as well as to predict the types of uses. This information can then be used to strengthen any funding related proposals for this project. As stated above it can also be an invaluable tool to measure economic benefits.

CURRENT FERRY SERVICES:

Area Map



In assessing the type of passenger ferry service being proposed for the communities pictured above we find the following:

- a. **Dodge Cove** currently has a three day per week service offered by a private business. Ferry trips commence Monday morning, Wednesday morning and evening, Friday morning and evening, and Saturday noon and evening.
- b. **Oona River** and **Hunts Inlet** currently have no ferry service.⁸

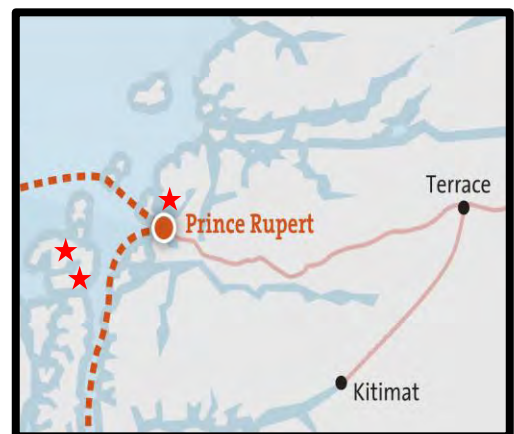
Other ferry service options in the Region are provided for by a number of different operators and serve a variety of purposes including: Education, Tourism & Leisure, Mixed Purposes, and Private Charter. Separated into 3 types below:

- a. **Education:** week day student transportation during the school year is provided by School District 52.
- b. **Tourism & Leisure:** is provided by a number of independent operators in the area by Charter. Ferry Service providers in the Prince Rupert area include:
 - **Metlakatla First Nations:** service to Hartley Bay (145km from Prince Rupert), Kitkatla, Metlakatla. Average travel time varies ~3.5 hours, ~2 hours, ~15 minutes. The one way fare for persons aged 12-64 are \$45, \$23 and \$6 respectively⁹
 - **West Coast Launch:** water taxi service to Dodge Cove. Travel distance by ferry is 5 km. The fare for one person travelling one way is \$5.
 - **Digby Island Ferry:** airport ferry operated by City of Prince Rupert. Travel time is 20 minutes and Passenger fare included in Airline Tickets¹⁰
 - **BC Ferries:** service to Port Hardy (Overnight) and Haida Gwaii. Fares and travel times vary. For Route 11 the one way fee is \$45.50 for passengers over 12 years of age.¹¹ The distance is ~507 km.
 - **Alaska Marine Highway Ferries:** service to Alaska USA, Washington USA. The Metlakatla route adult fare is \$23¹²
- c. **Mixed purposes:** BC Ferries Corporation provides a range of larger capacity passenger, vehicle, and cargo service routes in the area. BC Ferries also offers services for unregulated routes, which they contract out to private operators, no information on fares is provided, but route 54 is listed as Dodge Cove and route 60 is listed as Hartley Bay-Kitkatla-Oona River-Metlakatla-Prince Rupert. See BC Ferries schedule map below.

BC Ferries North Coast Service Route 2014¹³



Target Service Area for SQCRD Small Passenger Ferry Services



Overall the information above including the maps shows that the communities of Dodge Cove, Oona River, and Hunt's Inlet are under serviced areas and the current transportation options for everything but educational (elementary/ high school) purposes are limited. The next section describes a potential solution that addresses the needs of these 3 communities with cost efficient transportation options.

PROPOSED FERRY SERVICE CHARACTERISTICS AND PLAN:

The proposed service requirements, as indicated in the SQCRD Expression of Interest document, are as follows:

- The proposed ferry route will provide a consistent year round service.
- The ferry service to Dodge Cove will be increased to six sailings per week with a return trip each day, including a Monday evening service. (The SQCRD will consider a minimum of four sailings per week with a return trip each day).
- The ferry service to Hunts Inlet and Oona River will be three sailings per week with a return trip each day on Monday, Wednesday and Saturday.
- Ferry craft will have the capacity to carry a minimum of 12 passengers with additional small freight capacity for light cargo.
- The Operator/Proponent shall abide by all the regulations set out by Transportation Canada for transporting passengers.
- The Skeena-Queen Charlotte Regional District and the Proponent will work together to determine the cost, scope and frequency of the proposed services.

PROJECT BENEFITS AND POTENTIAL RISKS:

Three immediate strengths that support the feasibility of this project include: outsourcing to a private operator, smaller vessel, enhancing existing services rather than creating a complete business and operation from the ground up. The resulting benefits of these project specifications are: less overall associated costs, no capital costs, very little start up investment, and no major infrastructure needs. Additionally, the service options are shared with marine transportation experts (Owners and Operators) in the area.

The timing of this project fits well with the current trend toward major coastal services in Canada returning to the private sector, or a combination of private and municipal, control and management in innovative ways.¹⁴ This suggests that if government subsidies are applied for at this time there is a greater likelihood of success as there is a National mandate for innovation in the Canadian transport sector and it is a current priority area.¹⁵ There are also some examples of small private operations as well as a number of private-public (government subsidized), such as the one being proposed here, that are successful and profitable. These business case examples will be explored further in a later section of this report.

Based on information from other example ferry service operations¹⁶ and this project's specifications the chart below highlights the main benefits and risks to consider:

| STRENGTHS | WEAKNESSES |
|--|--|
| A Smaller vessel- means less environmental impact, less fuel required, shorter trips, less cost for service and operation. Purchasing a Ferry would be very expensive. | The Prince Rupert port is very active, there is a potential for traffic congestion to cause schedule changes. |
| Local Private Proponent- means a transport expert that is familiar with area geography, weather, safety, licensing/ leases fees, and regulations. | Need to ensure the Proponent has a back-up vessel and personnel to prevent service interruptions. Vessel repairs should also be carefully planned and accounted for in the contract. |
| Existing harbour Infrastructure means less capital/operational costs and also means a quicker start-up of services is possible. | Future maintenance and upgrades should be anticipated because of the increased traffic on docks. |
| Improved Access to the mainland and essential services. | Potential delays caused by Weather or Tidal restrictions. |
| Increased economic impact as a result of accessibility to the mainland. | Environmental and increased tourist traffic impacts are not yet known. |
| A collaborative approach to meeting the changing needs and future expectations of the communities within the Skeena Queen Charlotte Regional District. | Continued assessment and evaluation mechanisms to allow for service improvements. |
| This project fits in with provincial and federal transport mandates. | Further funding options such a community grants and governmental subsidies need to be applied for once the project is approved. |

Finally, the most direct and lasting benefit associated to dedicated passenger ferry service like this is the regional economic and social development¹⁷

MARKET CONSIDERATIONS:

The 2013 Transport Canada Annual Report provides a “broad overview of the state of Canada’s transportation system at the end of 2013.”¹⁸ For the purposes of this study the information presented here is related directly to Ferry transportation activities in British Columbia only. The main points to be drawn from this document are that Ferry operations in BC create a considerable amount of revenue, millions of people rely on ferry transportation each year, and

that provincial and federal governments both offer substantial subsidies towards ferry transportation services in BC. Below are some of the key highlights from the annual report:

- “Total transport-related revenues for federal plus provincial/territorial governments amounted to \$18.9 billion, up 0.5 percent from the prior fiscal year. Fuel revenues were flat at \$14.3 billion, while licences and registrations were also flat relative to the previous year. Air and marine revenues were higher due to increased passenger volumes and port returns.”
- “In 2012–13, TC spent \$32.8 million on the Ferry Services Contribution Program, which supports the private operators of three interprovincial ferry services in Eastern Canada; the amount of that contribution is expected to be approximately \$27.3 million in 2013–14. In addition, TC provided a \$28.4-million grant in 2013–14 to the Government of British Columbia for ferry services operated by BC Ferries.”¹⁹
- “BC Ferries carried 16.1 million passengers in 2013, down 0.5 percent compared to 2012.”

In addition to receiving federal subsidies the BC Ferry Corporation also receives a service fee subsidy of 1.7 Million dollars from the Province of British Columbia for their unregulated routes.²⁰ The unregulated routes include: Dodge Cove-Prince Rupert, Lasqueti-French Creek, Kyuquot-Tahsis-Gold River, Bamfield-Barkley Sound-Port Alberni, Ahousat-Hotsprings Cove-Port McNeil, Prince Rupert-Tuck Inlet, Hartley Bay-Prince Rupert (Metalkata, Kitkatla, Oona River)

This contract is for an 8 year period which means BC Ferries receives a subsidy of approximately \$212,500 per year to service these routes. Assuming that BC ferries places equal weight on each service we find that (somewhat artificially) dividing the fee by the 7 routes each run is subsidized by the province of BC \$30,357 each year.

In researching ferry service transportation in BC, it is readily apparent that the monopoly and corresponding research focus has been on the BC Ferries Corporation. What this means in terms of research is that the existing data on current services and operations is unusually restricted to BC Ferry’s which uses larger vessels, carries hundreds of passengers at a time, and which have larger operating costs. As a result this study also includes references to other Canadian ferry services for comparison and assessment. Overall there is an established market and demand for efficient and cost effective transportation services in BC.²¹

Growth Potential:

The history of Granville Island Ferries suggests that over time the demand for ferry transportation will increase and additional vessels and services will be needed to meet that demand.²² However, the location of this particular service is highly dependent on tourism. In

the SQCRD the potential for growth related to tourism is not yet known. The focus of this study is to assess the needs of locals and ensure that access to the main land is a priority. The point here is that there is a potential market for tourism to enhance the economic benefits of creating year round ferry transportation. For example, the current option for tourists to explore the area is to charter a vessel for private use or to board a BC ferry on one of the larger routes. Both of these options limit access or flexibility.

If tourists had the option to travel from Prince Rupert to the areas of Oona River, Hunts Inlet, and Dodge Cove it is likely that choosing an established service would result. It is well known that residents value the protection of the environment in the area, as such, if tourism and the additional traffic created by tourism is opposed then a resident passenger priority should be established at the outset and any future expansions to the service should be restricted. The main disadvantage foreseen by this option is that economic contributions provided by tourism will not be available as a way to reduce costs of providing passenger ferry services.

Recommendation # 2: If this project is approved and it is decided that additional funding is necessary to ensure the long term affordability of this service, there are a number of funding options that can be explored further and various subsidies for transportation that can be applied for including: through Transport Canada, the federal government and provincial government as well as community development or economic development grants.

ESTIMATED COSTS AND REVENUES:

The best source of information about operational costs is the School District 52 ferry service for students only. It provides transportation 5 days a week to and from Dodge Cove and Metlakatla.²³ Unfortunately the annual financial costs associated with ferry transportation are lumped together with school bus costs. For example the Annual budget for April 15, 2014 lists student transportation under special purpose fund on page 9. The total operating expense is \$444, 259.²⁴ The problem with this number is that student transportation would also include daily bus service. However in the School Districts 2013 financial report to the provincial government we can see that they paid Metlakatla Ferry Services Ltd. \$123, 049.20.²⁵

From this information we can see the annual operational costs for ferry services to and from Metlakatla and Dodge Cove, round trip 5 days a week throughout the year is approximately \$123, 050. Metlakatla Ferry Services also provided transportation between Kitkatla and Prince Rupert which is similar to the distance between Prince Rupert and Oona River. As such, they would be in the best position to assess the operational costs associated to the proposed Hunt's Inlet and Oona River route.²⁶

The sample Dodge Cove schedule below shows the Potential Revenue generated by passenger fees to be between \$18,720 and \$22,464 per year.

Note: the projection is subject to considerable uncertainty related not only to passenger volume but also to vessel and crewing cost, fuel prices and to the effect of competition on achievable fare revenue. For example the Travel Time does not include time for loading and unloading of passengers.

- Fare for 12 passengers based on current fees of \$5 and \$6 for services provided by 2 different operators in the Region, (West Coast Launch and Metlakatla Ferry Service Ltd.).

-Annual totals are based on a minimum of 12 passengers per trip 6 times per week for a period of 52 Weeks, whereas an average school year is about 32 weeks.

| | Sun. | Mon. | Tues. | Wed. | Thurs. | Fri. | Sat. | Weekly Totals | Yearly Totals |
|------------------------|------------|------------|------------|------------|------------|------------|------------|----------------|-------------------|
| Dodge Cove | No service | X | X | X | X | X | X | 6 days | 312 days |
| Round Trip Distance | No service | ~10 km | ~10 km | ~10 km | ~10 km | ~10 km | ~10 km | 60 km per week | 3,180 Km |
| Travel Time* | No service | 30 minutes | 30 minutes | 30 minutes | 30 minutes | 30 minutes | 30 minutes | 3 hours | 156 hours |
| Fare for 12 passengers | No service | \$60-\$72 | \$60-\$72 | \$60-\$72 | \$60-\$72 | \$60-\$72 | \$60-\$72 | \$360-\$432 | \$18,720-\$22,464 |

In searching at least 8 of the ferry operations in BC for comparable distances of travel and vessel size it has been found that none of these operations are comparable enough to the proposed service. Two of the operations are for 12 passenger ferry services, but none travel distances in excess of 20km. The ones that provide longer travel distances of travel do so with vessels with the capacity to carry more than 45 passengers or more. For the purposes of this study the known data from the Metlakatla First Nations service from Kitkatla to Prince Rupert was used to get the following estimates (guideline only):

The sample Hunt's Inlet and Oona River schedule below shows the Potential Revenue generated by passenger fees is around \$86,112.

| | Sun. | Mon. | Tues. | Wed. | Thurs. | Fri. | Sat. | Weekly Totals | Yearly Totals |
|----------------------------|------------|---------|------------|---------|------------|---------|------------|------------------|---------------|
| Hunts Inlet and Oona River | No service | X | No service | X | No service | X | No service | 3 days | 156 days |
| Round Trip Distance | No service | ~90 km | No service | ~90 km | No service | ~90 km | No service | ~270 km per week | ~14,040 Km |
| Travel Time* | No service | 4 hours | No service | 4 hours | No service | 4 hours | No service | 12 hours | 624 hours |
| Fare for 12 passengers | No service | \$552 | No service | \$552 | No service | \$552 | No service | \$1656 | \$86,112 |

Note: Oona River is approximately 40 km from Prince Rupert and Hunt's Inlet and Kitkatla is approximately 45 km from Prince Rupert. Travel Time does not include time for loading and unloading of passengers.

- Fare for 12 passengers based on current fees of \$23 per person 1 way.

-Annual totals are based on a minimum of 12 passengers per trip 3 times per week for a period of 52 Weeks.

Recommendation #3: Consider commissioning an operator to conduct a "Test run" of the route to get more accurate travel times.

OVERVIEW OF RESEARCH FINDINGS

Researchers generally conclude that an important element of community growth and prosperity is access to essential products and services. For coastal communities that rely solely on ferry and boat transportation for access to employment, health care, education, as well as food supplies and other products this service is vital. Or as on academic states: "Ferry service quality is important to the economic and social prosperity of remote island and coastal communities."²⁷ Researchers Spilanis et al., and Stephen A. Royale list the following as disadvantages of limited accessibility from the point of view of island residents: "... the excessive or total dependence on public transportation compared to mainland areas; the cost of travel to and away from an island; the availability of connections to access services required to cover the needs of residents that may not be available locally; the different destinations where these services may be available; and the availability of overnight return from these destinations."²⁸

Transport Canada also strongly supports the fact that marine transportation systems are integrally linked to economic growth. They say: "Canada's ports and harbours are integral to Canada's transportation system. They serve as vital links and gateways that facilitate domestic and international economic activities. Canada is home to more than 540 ports and more than 940 small craft and fishing harbours."²⁹

The BC Chamber of Commerce is also pushing for what they call "regional equality" they also suggest the following: "Alternatives may be more cost-effective for short runs connecting islands, or mainland communities which could have toll bridges or water taxis. It is in the interests of the businesses and residents of coastal communities and the government of BC to explore more affordable and reliable options. Impacts to local economies and the provincial economy as a whole should be analyzed with the economic concepts of price equilibrium and price elasticity;"³⁰ What the research and policy trends tells us is that there are many social and economic disadvantages associated with limited access to reliable and affordable transportation options. That improving access to remote island communities has not been a governmental priority in the past. That the major proponent of services since 2003 has been the BC Ferries Corporation and this operator has a large service area and receives a large portion of funds from the government in the form of subsidies. This corporation itself

recognized the need to create most cost efficient services in the Northern Regions.³¹ As seen earlier the government is encouraging innovative solutions to BC's current transportation needs and demands. The Skeena-Queen Charlotte District is in a unique position to capitalize on this opportunity to provide enhanced ferry services to the mainland that will have considerable economic and social impacts on these 3 communities. What this report establishes is:

- 1) There is a transportation demand and an established need in the Region ,
- 2) This project is a viable solution to that demand,
- 3) There are a number of risks and benefits that need to be balanced before a final decision to proceed is made,
- 4) There is a definitive market for the proposed services and in addition to the potential revenue created by passenger fees, there are opportunities to have the service subsidized.

NEXT STEPS/Implementation and Actions

Consider the 3 recommendations set out in this report:

Recommendation #1 Conduct the Community Needs assessment so that its socio-economic data can be analyzed and be used to determine the specific needs of the community, as well as to predict the types of uses. This information can then be used to strengthen any funding related proposals for this project. As stated above it can also be an invaluable tool to measure economic benefits.

Recommendation # 2: If this project is approved and it is decided that additional funding is necessary to ensure the long term affordability of this service, there are a number of funding options that can be explored further and various subsidies for transportation that can be applied for including: through Transport Canada, the federal government and provincial government as well as community development or economic development grants.

Recommendation #3: Consider commissioning an operator to conduct a "Test run" of the route to get more accurate travel times.

Other areas to consider include the following:

- Environmental assessment for noise and pollution.
- Create a Comprehensive Project Plan that includes weather/ tidal data, current Route uses ie. to prevent over congestion, especially during peak seasons (summer) and finally once approved pursue selected funding options.

APPENDIX

1. Community Survey

Community Needs Assessment Survey-2015

This Survey was created for the Skeena-Queen Charlotte Regional District to obtain community input for Electoral areas: **A-** Dodge Cove, **C-** Oona River and Hunts Inlet. This information will be used to secure funding for reliable year round ferry services in the region. We appreciate your help.

To preserve confidentiality do not put your name on the survey.

{Please circle the number that corresponds to your answer.}

(1) Are you?

1. MALE 2. FEMALE

(2) Which category best represents your age?

1. 18-24 2. 25-34 3. 35-44 5. 55-64 4. 45-54 6. 65 OR OLDER

(3) How many family members reside in your home?

- 1 2 3 4 5 6 7 8 OR MORE

(4) How many dependents (Elders or Children) live with you?

- 1 2 3 4 5 or more

(5) Which Electoral Area do you currently reside in?

1. A 2. C

(6) How many years have you lived in this community?

1. 0-3 YEARS 2. 4-6 YEARS 3. 7-10 YEARS 4. 11-15 YEARS 5. 16-25 YEARS 6. OVER 25 YEARS

(7) Which of the following best describes your current employment status ?

1. FULL TIME 2. PART TIME 3. RETIRED 4. SEASONAL WORKER 5. NOT EMPLOYED

(8) In what industry is the major wage earner in your home employed?

- | | | | |
|-----------------|-------------------|------------------------------------|-------------|
| 1. CONSTRUCTION | 4. FORESTRY | 7. SERVICES (INCLUDES RETAIL) | 10. STUDENT |
| 2. FISHING | 5. TRANSPORTATION | 8. RETIRED | 11. OTHER |
| 3. FINANCE | 6. HOMEMAKER | 9. GOVERNMENT (INCLUDES EDUCATION) | |

(9) Which of the following categories best describes your gross total family income during the last year?

1. LESS THAN \$10,000 3. \$15,000 - \$24,999 5. \$35,000 - \$49,999 7. \$75,000 - \$99,999
2. \$10,000 - \$14,999 4. \$25,000 - \$34,999 6. \$50,000 - \$74,999 8. \$100,000 OR MORE

(10) To what extent do you agree or disagree with the following statements?

My Community has:

a) Adequate and accessible health care and medical services

1. Agree strongly 2. Agree 3. Neither agree nor disagree 4. Disagree 5. Disagree strongly

b) Good access to secondary school

1. Agree strongly 2. Agree 3. Neither agree nor disagree 4. Disagree 5. Disagree strongly

c) Adequate public transport (including ferry services)

1. Agree strongly 2. Agree 3. Neither agree nor disagree 4. Disagree 5. Disagree strongly

d) Appropriate job opportunities (all people)

1. Agree strongly 2. Agree 3. Neither agree nor disagree 4. Disagree 5. Disagree strongly

e) Appropriate job opportunities (young people)

1. Agree strongly 2. Agree 3. Neither agree nor disagree 4. Disagree 5. Disagree strongly

(11) How often do you travel to Prince Rupert?

1. Daily (Monday to Friday) 3. Weekends only 5. More than 2 times per month
2. Several times a week 4. Once or twice per month 6. Rarely

(12) The main reason you travel to Prince Rupert is?

1. To work 2. For school 3. For Leisure time 4. For Groceries and supplies

(13) What is your main form of transportation to the mainland areas?

1. By ferry 2. By plane 3. By Private boat

(14) How often do you take a Ferry to Prince Rupert?

1. I use it for most trips 2. I use it for some of my trips 3. Occasionally 4. Never

(15) How much do you usually pay for travel to and from Prince Rupert? (1 round trip per person)

1. Under \$20 2. Under \$50 3. About \$100 3. More than \$100

(16) If Ferry Services to your community was enhanced how often would you use this service?

1. More than once a week 2. Once or twice a month 3. More than 3 times a month 4. Never

Thank you for completing our survey. If you have additional comments and/or ideas to assist the Skeena-Queen Charlotte Regional District in serving you better, please feel free to add them here:

This image shows a single sheet of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slight shadow on the right side, suggesting it's resting on a surface.

2. References

- ¹ Photo from a video clip of Dodge Cove created by Leo Rutherford and Uploaded to Youtube on Feb 19, 2012, online at: <<http://youtu.be/LO-BpkNoLas>
- ² Photo by miguelb, oona-river-4, Taken on July 12, 2006, online at: <<http://www.flickr.com/photos/mig/188495088/>
- ³ Hunts Inlet summer of 2007 photo by Tony Bigras, online at: <<http://www.ideaintegrator.com/boats/cruise2007/north6.html>
- ⁴ Skeena-Queen Charlotte Regional District, "Request for Expression of Interest", 2014, online at: <http://www.sqcrd.bc.ca/images/uploads/docs/ROI__Small_Community_Passenger_Ferry_Service.pdf, [ROI].
- ⁵ Spilanis, I. Kizos, T., and Petsioti, P. (2012), Accessibility of peripheral regions: evidence from Aegean islands. *Island Studies Journal*, 7(2), 199-214. Online at: <<http://www.islandstudies.ca/sites/islandstudies.ca/files/ISJ-7-2-2012-Spilanis-et-al.pdf>, emphasis added, [Spilanis et al., 2012].
- ⁶ Government of British Columbia, BC Stats, 2012, online at: <<http://www.bcstats.gov.bc.ca/StatisticsBySubject/SocialStatistics/SocioEconomicProfilesIndices/Profile.aspx>
- ⁷ [ROI]. see note 4.
- ⁸ [ROI]. see note 4.
- ⁹ Nor Co Corp, Metlakatla First Nations Ferry Services, 2015, online at: <http://www.metlakatla.ca/development_corp/marine_transportation/metlakatla_ferry_service
- ¹⁰ City of Prince Rupert, Digby Island Ferry Services, 2015, online at: <<http://www.ypr.ca/ferry.html>
- ¹¹ British Columbia Ferries Inc., Ferry Fares 2014-2015., online at: <http://www.bcferries.com/files/fares/pdf_format/BCF_Fares.pdf
- ¹² Alaska Marine Highway Ferries, 2015 Fares, online at: <<http://www.dot.state.ak.us/amhs/fares.shtml>
- ¹³ Map courtesy of BC Ferries, this one has been modified in size, and stars have been added as points of reference. Original is available online at: <http://www.bcferries.com/travel_planning/maps
- ¹⁴ Joseph Monteiro, Gerald Robertson and Darryl Anderson, "Changing Currents in the Canadian Ferry Transport Sector", Canadian Transport Research Forum, online at: <<http://www.ctrf.ca/conferences/2011Gatineau/2011Proceedings/49MonteiroRobertsonAndersonCanadianFerryTransport.pdf> [Monteiro *et al.*].
- ¹⁵ Government of Canada, Transport Canada Mission and Mandate, see <https://www.tc.gc.ca>
- ¹⁶ Victoria Harbour Ferry; Malaspina Water Taxi; Tancock Island Ferry; Black Ball Ferry Line; Clipper Vacations.
- ¹⁷ Laird, James J. "Comparing the efficiency of public and private ferry services on the Pentland Firth between mainland Scotland and the Orkney Islands," *Research In Transportation Business & Management* 4. *Management of Transport in Remote Regions* (2012): 79-89, Science Direct, Web, 5 Jun. 2012; Government of Canada, Transport Canada Policy, Marine Transportation 2015, online at: <<http://www.tc.gc.ca/eng/policy/anre-menu-3019.htm>
- ¹⁸ Government of Canada, "Transportation in Canada 2013," Transport Canada Annual Reports, online at: <<https://www.tc.gc.ca/eng/policy/anre-menu.htm>, [2013 Annual Report].
- ¹⁹ 2013 Annual Report, at pages 6-14.
- ²⁰ BC Ferries Corp, Coastal Ferry Services Contract, online at: <http://www.bcferries.com/files/AboutBCF/Coastal_Ferry_Services_Contract.pdf, at page 12 and 15. See 161 for route 11 info, 163 for province to BC Ferries Corp 1.7 million for unregulated routes.

²¹ Monteiro et al., see note 14; Transport Canada website at: < <http://www.tc.gc.ca/eng/policy/anre-menu-3019.htm>

²² False Creek Ferries, *The Story of False Creek's Original Ferry Fleet*, 2014, online at: <http://www.granvilleislandferries.bc.ca/our_story.htm

²³ School District 52, 2015, online at: <<http://www.sd52.bc.ca/>

²⁴ School District 52, 2015, online at: <<http://sd52.bc.ca/sd52root/sites/default/files/2014-15%20Annual%20Budget.pdf>

²⁵ Province of British Columbia, BC Education, "School District 52 (Prince Rupert) Financials" for the end of fiscal year 2013. Online at: < <http://www.bced.gov.bc.ca/accountability/district/sofi/2013/SD52.pdf>

²⁶ See <http://www.metlakatla.ca> , Exact Financials for this company were not publicly available at the time of this study.

²⁷ Laird, James J. "Valuing the Quality of Strategic Ferry Services to Remote Communities," Research in Transportation Business & Management 4. Management of Transport in Remote Regions (2012): 97-103, Science Direct, Web, 6 Dec. 2014.

²⁸ [*Spilanis et al.*, 2012], at p 201, see note 6.

²⁹ See Transport Canada Website at: <<http://www.tc.gc.ca/eng/policy/anre-menu-3019.htm>

³⁰ BC Chamber of Commerce, 2015, online at: <<http://www.bcchamber.org/policies/fiscal-fairness-coastal-transportation-and-ferry-dependent-communities-2014-0#sthash.n83PknXW.dpuf>

³¹ BC Ferries website, see:

<http://www.bcferries.com/files/asp/northernroutes/RFEOI/Appendices/Prince_Rupert_Terminal_Description.pdf

Daniel Fish

From: Haida Gwaii Recreation Commission <qcirec@gmail.com>
Sent: Monday, March 02, 2015 10:14 AM
To: Daniel Fish
Subject: Re: Haida Gwaii Regional Recreation - Moresby Island Travel Fund

Hi Daniel,

Thanks for passing on the motion and questions from the recent Board meeting.

HG Rec created the Moresby Island Travel Fund to increase access to recreation opportunities and programs for Moresby Island residents. In its initial iteration, residency on Moresby Island was required for eligibility. In 2013, the funding requirements were expanded to allow receipt submission by Graham Island residents to attend recreation programs or events on Moresby Island; this adaptation of the program is designed to foster more community program and event creation, as well as island-wide attendance, on Moresby Island. While the Moresby Island Travel Fund is primarily utilized for sports program travel, it is designed to increase access to *any* recreation event (i.e. Canada Arts Council music nights, art shows,) or program.

The fund can be used to reduce travel barriers for the following:

- **Haida Gwaii all-island sports** (soccer, basketball)
- **Haida Gwaii all-island programs and events** (art shows, theatre, live music)
- **recreation programs or events on Graham Island** (Moresby Island residents)
- **recreation programs or events on Moresby Island** (Graham Island residents)

A live link and description of the fund, as well as reimbursement process, can be found on the HG Rec website here: <http://www.hgrec.com/affiliated-programs/#moresbyanchor>

Please let me know if the Board has any further questions.

Respectfully,

Lucy

Lucy Neville

Coordinator
Haida Gwaii Recreation

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