



**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT
REGULAR BOARD MEETING AGENDA
903A Oceanview Drive, Queen Charlotte, BC
Saturday, April 26, 2014 at 7:00 p.m.**

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 March 21, 2014	Pg 1-7
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4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

4.1	Minutes of the Moresby Island Management Committee Meeting held March 3, 2014	Pg 8-11
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5. DELEGATIONS

5.1	J. Thompson, Marine Planning Partnership – Marine Planning Partnership for the Pacific North Coast	Verbal
5.2	D. Baker, Community Relations Advisor – Pacific Northwest LNG	Handout

6. FINANCE

6.1	J. Musgrave, Administrative Assistant - Cheques payable over \$5,000 for March, 2014	Pg 12
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7. CORRESPONDENCE

7.1	Province of B.C. Environmental Assessment Office – Pacific Northwest LNG	Pg 13-14
7.2	Northern Development Initiative Trust – 2014 Grant Writing Support Funding	Pg 15
7.3	British Columbia Achievement Foundation – 2014 British Columbia Community Achievement Awards	Pg 16-18
7.4	O'Brien Road & Bridge Maintenance Ltd. – Stakeholders' Update Summer 2014	Pg 19-22
7.5	Municipal Finance Authority of BC – Spring Debenture Issue	Pg 23
7.6	The Village of Port Clements – Gwaii Trust Community Innovation Program - Request for Letter of Support	Pg 24

7.7	Ministry of Aboriginal Relations and Reconciliation – B.C. and First Nations Sign First LNG Revenue-Sharing Agreements	Pg 25-26
7.8	Union of BC Municipalities – Liability for Contaminated Sites	Pg 27

8. REPORTS / RESOLUTIONS

8.1	D. Fish, Deputy Corporate Officer – Kaien Island Trail Network – Maintenance	Pg 28-31
8.2	D. Fish, Deputy Corporate Officer – BC Ferries Meeting Request	Pg 32
8.3	H. Adel, Economic Development Officer – Misty Isles Economic Development Society Update No. 3	Pg 33-37
8.4	D. Fish, Deputy Corporate Officer – 2014 UBCM Resolutions and Meeting Requests	Pg 38-40
8.5	R. Kidd, Islands Solid Waste Manager – Islands Solid Waste Update	Verbal
8.6	L. Neville, Recreation Coordinator – Haida Gwaii Recreation Commission March 2014 Update	Pg 41-46
8.7	T. Musgrave, Administrative Assistant – 2014 per Kilometer Allowance	Pg 47-49
8.8	J. Merrick, Chief Administrative Officer – Moresby Island Management Committee – Recommended Bylaw	Pg 50-65
8.9	D. Fish, Deputy Corporate Officer – Videoconferencing Options	Pg 66-67

9. BYLAWS

None.	
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10. LAND REFERRALS / PLANNING *(Voting restricted to Electoral Area Directors)*

10.1	Ministry of Transportation and Infrastructure – Controlled Access Highway Proposals	Pg 68-69
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11. NEW BUSINESS

11.1	Directors' Reports	Verbal
11.2	Skeena-Queen Charlotte Regional District Strategic Priorities 2013/2014 Update	Pg 70-78

12. OLD BUSINESS

None.	
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13. PUBLIC INPUT**14. IN-CAMERA**

That the public be excluded from the meeting according to sections 90(1)(c) and (e) of the <i>Community Charter</i> – “labour relations or other employee relations” and “the acquisition, disposition or expropriation of land or improvements.”	
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15. ADJOURNMENT**NEXT REGULAR MEETING:**

**SQCRD Regular Board Meeting
Regional District Office
Friday, May 23, 2014
7:00 p.m.**



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 the Regional District office in Prince Rupert on Friday, March 21, 2014.

PRESENT

PRIOR TO ADOPTION

Chair	B. Pages, Village of Masset
Directors	A. Ashley, City of Prince Rupert N. Kinney, City of Prince Rupert C. Kulesha, Village of Queen Charlotte D. Franzen, District of Port Edward K. Bergman, Electoral Area C M. Racz, Electoral Area D E. Putterill, Electoral Area E
Regrets:	D. Nobels, Electoral Area A I. Gould, Village of Port Clements
Staff:	J. Merrick, Chief Administrative Officer J. Fraser, Deputy Treasurer D. Fish, Deputy Corporate Officer
Public:	0
Media:	1

1. CALL TO ORDER 7:07 p.m.

2. AGENDA

2.1 MOVED by Director Ashley, SECONDED by Director Franzen, that the agenda be adopted as amended, to include the following:

- 8.2 Marine Planning Partnership for the North Coast Process
- 11.3 Call2Recycle
- 12.2 Northwest Readiness Project – Terms of Reference
- 12.3 Sandspit Evacuation Site Update

132-2014

CARRIED

3. MINUTES & BUSINESS ARISING FROM MINUTES

3.1 Skeena-Queen Charlotte Regional District Regular Board Meeting – February 21, 2014 Minutes

MOVED by Director Franzen, SECONDED by Director Ashley, that the minutes of the February 21, 2014 Skeena-Queen Charlotte Regional District Regular Board meeting be adopted as presented.

133-2014

CARRIED

- 3.2 Skeena-Queen Charlotte Regional District Special (Budget) Meeting – March 8, 2014 Minutes

MOVED by Director Kinney, SECONDED by Director Ashley, that the minutes of the March 8, 2014 Skeena-Queen Charlotte Regional District Special Board meeting be adopted as presented.

134-2014

CARRIED

4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

- 4.1 Islands Area Advisory Committee – May 8, 2013 Minutes

MOVED by Director Ashley, SECONDED by Director Franzen, that the minutes of the May 8, 2013 Islands Area Advisory Committee Meeting be received as presented.

135-2014

CARRIED

- 4.2 Electoral Area Advisory Committee – November 14, 2013 Minutes

MOVED by Director Ashley, SECONDED by Director Putterill, that the minutes of the November 14, 2013 Electoral Area Advisory Committee Meeting be received as presented.

136-2014

CARRIED

- 4.3 Moresby Island Management Committee – December 5, 2013 Minutes

MOVED by Director Franzen, SECONDED by Director Ashley, that the minutes of the December 5, 2013 Moresby Island Management Committee Meeting be received as presented.

137-2014

CARRIED

- 4.4 Moresby Island Management Committee – January 30, 2014 Minutes

MOVED by Director Franzen, SECONDED by Director Ashley, that the minutes of the January 30, 2014 Moresby Island Management Committee Meeting be received as presented.

138-2014

CARRIED

5. DELEGATIONS

- 5.1 The Prince Rupert Back-Country Society

Steve Milum, President and Founder of the Prince Rupert Back-Country Society, addressed the Board in regards to the Kaien Island Trail Plan Proposal. The society proposes to raise funds to undertake the consultation and planning for hiking, biking, and walking trail routes in the City of Prince Rupert and around Kaien Island.

The Prince Rupert Back-Country Society is leading the Kaien Island Trail Plan Proposal Project as it relates to the society's purpose and mission. The proposed project is budgeted at \$35,030 and will be completed over a three-month period.

The Chair thanked Mr. Milum for his presentation.

MOVED by Director Kulesha, SECONDED by Director Racz, that a letter of support be provided to the Prince Rupert Back-Country Society for its Kaien Island Trail Plan Project.

139-2014

CARRIED

5.2 Spectra Energy

Graham Genge, Community Coordinator for Spectra Energy, addressed the Board in regards to Spectra Energy and BG Group's Westcoast Connector Gas Transmission Project.

The approximately 850-kilometre (525 mile), large diameter natural gas transportation system will begin in northeast B.C. and end at BG Group's potential LNG export facility in Prince Rupert. The new transportation system will be capable of transporting up to 4.2 billion cubic feet per day of natural gas. The project also will connect with the Spectra Energy system at Station 2 (southwest of Fort St. John), a growing natural gas hub that collects supply from multiple areas of the province and other supply basins in Western Canada.

Working together with affected Aboriginal groups, local communities and other stakeholders, and based on preliminary assessments of environmental, historical, cultural and constructability factors, early conceptual routes have been developed. Spectra Energy and BG Group will continue engaging with interested and affected Aboriginal groups and other stakeholders, including local communities, environmental organizations and regulatory agencies, to further refine the project route.

The Chair thanked Mr. Genge for his presentation, and requested that he discuss local government capacity issues, in terms of dealing with LNG project development, with the provincial government.

6. FINANCE

6.1 J. Musgrave, Administrative Assistant - Cheques Payable over \$5,000 for February, 2014

MOVED by Director Kinney, SECONDED by Director Racz, that the staff report on Cheques Payable over \$5,000 issued by the Skeena-Queen Charlotte Regional District for February, 2014 be received and filed.

140-2014

CARRIED

7. CORRESPONDENCE

7.1 The BC Ferry Coalition

MOVED by Director Franzen, SECONDED by Director Ashley, that the correspondence from the BC Ferry Coalition thanking the Board for its continued efforts in supporting the BC Ferry Coalition be received and filed.

141-2014

CARRIED

7.2 Environmental Assessment Office

MOVED by Director Franzen, SECONDED by Director Ashley, that the correspondence from the Environmental Assessment Office in regards to the Coastal GasLink Pipeline Project be received and filed.

142-2014**CARRIED****8. REPORTS – RESOLUTIONS****8.1 D. Fish, Deputy Corporate Officer – Board Meeting Travel Options**

MOVED by Director Franzen, SECONDED by Director Ashley, that the staff report entitled “Board Meeting Travel Options” be received;

AND THAT the April 26, 2014 Regular Board meeting be confirmed for 7:00 p.m. in the Village of Queen Charlotte.

143-2014**CARRIED****8.2 K. Bergman, Director, Electoral Area C – Marine Planning Partnership for the North Coast Update**

MOVED by Director Kinney, SECONDED by Director Racz, that the verbal report by Director Bergman entitled “Marine Planning Partnership for the North Coast Update” be received.

144-2014**CARRIED****9. BYLAWS****9.1 Bylaw No. 577, 2014 Skeena-Queen Charlotte Regional District Five-Year Financial Plan Years 2014 – 2018**

MOVED by Director Kinney, SECONDED by Director Franzen, that “Skeena-Queen Charlotte Regional District Five-Year Financial Plan Years 2014 – 2018, Bylaw No. 577, 2014” be given first reading.

145-2014**CARRIED**

MOVED by Director Ashley, SECONDED by Director Racz, that “Skeena-Queen Charlotte Regional District Five-Year Financial Plan Years 2014 – 2018, Bylaw No. 577, 2014” be given second reading.

146-2014**CARRIED**

MOVED by Director Franzen, SECONDED by Director Ashley, that “Skeena-Queen Charlotte Regional District Five-Year Financial Plan Years 2014 – 2018, Bylaw No. 577, 2014” be given third reading.

147-2014**CARRIED**

MOVED by Director Putterill, SECONDED by Director Racz, that “Skeena-Queen Charlotte Regional District Five-Year Financial Plan Years 2014 – 2018, Bylaw No. 577, 2014” be adopted.

148-2014**CARRIED**

10. LAND REFERRALS/PLANNING

None.

11. NEW BUSINESS**11.1 Directors' Reports**

MOVED by Director Ashley, SECONDED by Director Franzen, that the Regional District Directors' verbal reports, as follows, be received:

Director Putterill – Electoral Area E

- Stakeholders in the BC Ferries service cuts issue travelled to Vancouver to meet with the officials to discuss the current BC Ferries schedules. Stakeholders did not suggest any changes to routes 10 & 11, however, schedules for route 10 (supplemental service) and route 26 are still being negotiated.

Director Franzen – District of Port Edward

- Trailer court in the District of Port Edward has been sold to a private investor;
- Postal service reduction in the District of Port Edward; and
- The North Pacific Cannery was not awarded UNESCO's World Heritage Site designation.

Director Ashley – City of Prince Rupert

- Grant Lachmuth, Manager of the Northwest Readiness Project, presented to Prince Rupert City Council;
- City of Prince Rupert has received a new zoning application for senior's housing;
- City of Prince Rupert Helmet Bylaw passed;
- Exstew River Recreation Site – City of Prince Rupert has written a letter to the Canadian National Railway to ask they work with stakeholders to keep the Exstew recreation site open.

149-2014**CARRIED**

MOVED by Director Ashley, SECONDED by Director Kinney, that a letter be sent to the Canadian National Railway to request that they continue working with Coast Tsimshian Resources, the Ministry of Forests, Lands and Natural Resource Operations and Jennifer Rice, North Coast Member of the Legislative Assembly, to maintain the Exstew access road to allow continued public access to the Forest Service camp ground.

150-2014**CARRIED****11.2 The Prince Rupert Back-Country Society – Kaien Island Trail Plan Proposal**

MOVED by Director Kulesha, SECONDED by Director Ashley, that the Prince Rupert Back-Country Society's "Kaien Island Trail Plan Proposal" be received.

151-2014**CARRIED**

11.3 Call2Recycle

MOVED by Director Putterill, SECONDED by Director Kinney, that the correspondence from Call2Recycle, Inc. in regards to the Skeena-Queen Charlotte Regional District's Leader in Sustainability designation be received;

AND THAT the accompanying Skeena-Queen Charlotte Regional District press release be approved for circulation.

152-2014**CARRIED****12. OLD BUSINESS****12.1 Multi-Material BC – February 27, 2014 Press Release**

MOVED by Director Kulesha, SECONDED by Director Putterill, that the February 27, 2014 Press Release from Multi-Material BC be received.

153-2014**CARRIED****12.2 Northwest Readiness Project – Terms of Reference**

MOVED by Director Kinney, SECONDED by Director Franzen, that the "Northwest Readiness Project – Terms of Reference" documents be received;

AND THAT a letter be sent to the Premier to request clarification on the Northwest Readiness Project and the Province's commitment to aid affected local governments in planning for issues and concerns related to liquefied natural gas development;

AND FURTHER THAT copies of the letter be sent to Grant Lachmuth, Manager of the Northwest Readiness Project; the Ministry of Jobs, Tourism and Skills Training; and the Ministry of Community, Sport and Cultural Development.

154-2014**CARRIED****12.3 Sandspit Evacuation Site Update**

MOVED by Director Ashley, SECONDED by Director Franzen, that the verbal update in regards to the Sandspit Evacuation Site be received.

155-2014**CARRIED****13. PUBLIC INPUT**

There were 2 questions from the public.

14. IN CAMERA

MOVED by Director Kulesha, SECONDED by Director Racz, that notice of the Skeena-Queen Charlotte Regional District In Camera meeting be waived pursuant to section 793(4) of the *Local Government Act*;

AND THAT the Board move to the In Camera meeting following the Regular Meeting under section 90(1)(e) of the *Community Charter* – "the acquisition, disposition or expropriation of land or improvements."

156-2014**CARRIED**

15. ADJOURNMENT

MOVED by Director Racz, SECONDED by Director Ashley, that the Regular Board meeting be adjourned at 8:45 p.m.

157-2014**CARRIED**

Approved and adopted:

Certified correct:

B. Pages
Chair

J. Merrick
Chief Administrative Officer



Minutes of the Moresby Island Management Committee Regular Meeting held on Monday March 3rd, 2014 at 7:00 p.m.

Members Present: Evan Putterill (Chair)
Kristi Schmitz
Heron Wier
Carole Bowler
Emmy O’Gorman

Members Absent: Stan Hovde (with regrets)
Gord Usher (with regrets)

Staff: Deena Wilson, Administrative Clerk
Bob Prudhomme, Water System Operator

Public: Gail Hoss
Bob Ells
Jeff King (Observer)

1. CALL TO ORDER at 7:10 pm
2. APPROVAL OF AGENDA

MOVED by Kristi Schmitz, SECONDED by Carole Bowler THAT the agenda be approved as presented.

CARRIED 2014-012

MOVED by Kristi Schmitz, SECONDED by Heron Wier to request that the Hall Committee arranges to have snow plowed from the hall parking lot if there is a rental.

CARRIED 2014-013

3. DELEGATES – RCMP Quarterly Report

Sgt. Scott Hromadnik presented the RCMP October 1st – December 31st, 2013 Quarterly Report.

MOVED by Emmy O’Gorman, SECONDED by Carole Bowler that the policing priorities for Sandspit for 2014 are speed reduction, drugs and alcohol, community involvement and collaboration with conservation officers.

CARRIED 2014-014

4. RISE & REPORT – none

5. PUBLIC INPUT

There were two questions and comments from the public.

6. BUSINESS

6.1 Gwaii Trust Community Events Program

Kristi Schmitz stepped out of the meeting at 7:36pm

6.2 Northern Health Travel Assistance Program

Kristi Schmitz joined the meeting again at 7:43pm

MOVED by Emmy O’Gorman, SECONDED by Carole Bowler to invite a representative from Northern Health to the next MIMC meeting to discuss the travel assistance program and options to address adequate and improved health care for Sandspit.

CARRIED 2014-016

6.3 BC Ferries Update

6.3.1 Kwuna Schedule

6.3.2 BC Ferries Schedule Refinement Update / Discussion

MOVED by Heron Wier, SECONDED by Carole Bowler to receive and file the Kwuna Schedule and BC Ferries Schedule Refinement Update.

CARRIED 2014-017

6.4 SQCRD Budget – Verbal Update

Chair Putterill provided a verbal update on the SQCRD budget.

7. FUAL February 2014

Chair Putterill provided a verbal update on the February FUAL.

8. REPORTS

8.1 Water System Operator’s Report February 2014

MOVED by Kristi Schmitz, SECONDED by Heron Wier to receive and file the February Water System report.

CARRIED 2014-018

8.2 SQCRD Board Meeting Summary January 24, 2014

MOVED by Kristi Schmitz, SECONDED by Carole Bowler to receive and file the SQCRD January 24 Board Meeting Summary.

CARRIED 2014-19

8.3 SQCRD Regular Board Meeting Minutes January 24, 2014 (on basecamp)

8.4 SQCRD Regular Board Meeting Minutes February 21, 2014 (on basecamp)

8.5 SQCRD Special Board Meeting Minutes February 22, 2014 (on basecamp)

MOVED by Carole Bowler, SECONDED by Heron Wier to receive and file the SQCRD January 24 and February 21 2014 Regular Meeting Minutes and the SQCRD February 22 2014 Special Meeting Minutes.

CARRIED 2014-020

8.6 SQCRD Board Meeting Summary dated February 21 and 22, 2014.

MOVED by Carole Bowler, SECONDED by Heron Wier to receive and file the SQCRD Board Meeting Summary dated February 21 and 22, 2014.

CARRIED 2014-021

8.7 Committee Report – Visitor Centre / Community Office Renovation

MOVED by Emmy O’Gorman, SECONDED by Heron Wier to receive and file the Committee Report for the Visitor Centre / Community Office Renovations.

CARRIED 2014-022

8.8 Committee Report – Photocopier Replacement

MOVED by Emmy O’Gorman, SECONDED by Carole Bowler to receive and file the Committee Report for the photocopier replacement .

CARRIED 2014-023

9. CORRESPONDENCE

9.1 2013 Operating Statements and 2014 Budget – MIMC Administration (basecamp)

9.2 2013 Operating Statements and 2014 Budget – Water System (basecamp)

10. APPROVAL OF PREVIOUS MINUTES

10.1 MIMC December 5, 2013 MIMC Meeting Minutes

MOVED by Carole Bowler, SECONDED by Emmy O’Gorman to adopt the December 5, 2013 MIMC Meeting Minutes.

CARRIED 2014-024

10.2 MIMC January 30, 2014 MIMC Meeting Minutes

MOVED by Heron Wier, SECONDED by Carole Bowler to adopt the January 30, 2014 MIMC Meeting Minutes.

CARRIED 2014-025

11 UPCOMING DATES

11.1 Regular MIMC Meeting Monday April 7, 2014

CARRIED 2014-026

12 ROUND TABLE

Carole Bowler provided additional suggestions for the Gwaii Trust Community Funding.

Kristi Schmitz announced that the Gwaii Trust AGM will be held in Sandspit on April 5th.

Evan Putterill provided an update on the speedboard that has been set up on Beach Rd.

Heron Wier provided an update on Sandspit Harbour Society.

13 PUBLIC INPUT

There were several comments and questions from the public.

14 ADJOURNMENT

MOVED by Carol Bowler to adjourn meeting at 9:10 p.m.

Certified Correct

Approved & Adopted



Deena Wilson, Administrative Clerk



Evan Putterill, Chair

Skeena-Queen Charlotte Regional District
Cheques payable over \$5,000 - MARCH, 2014

Payable To	Date	Amount	Purpose
Big Red Enterprises Ltd.	11-Mar	\$ 15,581.46	February Garbage Collection Contract
Misty Isles Eco.Dev. Society	25-Mar	\$ 17,500.00	2013 EcoDev Capacity Building Program
Port Edward Historical Society (NP Cannery)	25-Mar	\$ 50,000.00	2014 Grant - 1st Installment
Prince Rupert Archives	25-Mar	\$ 37,550.00	2014 Grant - 50%
Receiver General	11-Mar	\$ 10,322.76	Payroll Remittance (PP5-2014)
Receiver General	25-Mar	\$ 12,958.44	Payroll Remittance (PP6-2014)
Municipal Pension Plan	27-Mar	\$ 10,653.60	Payroll Remittance (PP5 & PP6-2014)

CHEQUES OVER \$5,000:	\$ 154,566.26
CHEQUES UNDER \$5,000:	\$ 54,901.90
TOTAL CHEQUES:	<u>\$ 209,468.16</u>



File: 30050-20/PNLNG- 05-03

Ref: 104051

March 25, 2014

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

Dear Mr. Pages:

I am writing regarding the proposed Pacific NorthWest LNG (proposed Project) which has been proposed by Pacific NorthWest LNG Limited Partnership (Proponent). As noted in prior correspondence, the proposed Project would involve the development of a liquefied natural gas facility primarily located on Lelu Island at the Port of Prince Rupert. The proposed Project includes the construction of the natural gas liquefaction plant and associated marine berths and infrastructure facilities to export liquefied natural gas to international markets.

This letter is to advise that the Application by the Proponent for an environmental assessment certificate under the *Environmental Assessment Act* was found to contain the required information, as specified in the final Application Information Requirements. This determination was made by Environmental Assessment Office (EAO) with the participation of the Working Group established by EAO to review this proposed Project. As a result of this finding, the Application has been formally accepted and the review process has begun.

Provincial legislation requires that the detailed review of the proposed Project and the preparation of an Assessment Report for provincial Ministers be completed within 180 days. During this period, there will be at least one public comment period from April 2 to May 1, 2014. It is planned that the Assessment Report will be submitted to Ministers by September 21, 2014.

.../2

The proposed Project is subject to review under the *Canadian Environmental Assessment Act*, in which case the assessment has been coordinated with the federal process in accordance with the Canada-British Columbia Agreement for Environmental Assessment Cooperation (2004).

The federal responsible authorities are: Transport Canada, Department of Fisheries and Oceans, Health Canada, Environment Canada, Natural Resources Canada, and Canadian Wildlife Service.

Following receipt of the Assessment Report, Ministers have 45 days within which to make a decision on the Application. Their three options are to issue a certificate, to refuse to issue a certificate or to require that additional assessment work be conducted. I will write to advise you of the decision made by Ministers in relation to this Application when it is announced.

In the meantime, extensive information on the proposed Project is available on our website at www.eao.gov.bc.ca. If you have any questions or require further information, please contact me by telephone at 250-387-2445, or by email at Kenneth.Howes@gov.bc.ca.

Yours truly,

A handwritten signature in black ink, appearing to be 'Ken Howes', written over a horizontal line.

Ken Howes
Project Assessment Manager



March 14, 2014

RECEIVED

MAR 26 2014

SKEENA-QUEEN CHARLOTTE
REGIONAL DISTRICT

ITEM 7.2

301 - 1268 Fifth Avenue
Prince George, BC V2L 3L2
Tel: 250-561-2525
Fax: 250-561-2563
info@northerndevelopment.bc.ca
www.northerndevelopment.bc.ca

CONFIDENTIAL

Skeena-Queen Charlotte Regional District
100 – 1 Avenue E.
Prince Rupert, BC V8J 1A6

Attention: Chair Barry Pages

Dear Chair Pages:

Subject: 2014 Grant Writing Support Funding
Northern Development Project Number 3382 20

The Board of the Northern Development Initiative Trust appreciates your interest and application to the 2014 Grant Writing Support program. The purpose of this funding is to provide grant writing support for priority community projects and to provide assistance to non-profits and First Nations located in or near your community. We are pleased to offer a rebate grant of \$8,000 toward a community grant writing position, pending your notification to Northern Development of the person hired in this position. This position should be filled by a local candidate with the writing skills to meet the requirements of the program. We look forward to receiving the name of your 2014 grant writer at your earliest convenience.

Northern Development is flexible as to when you contract or hire these services during 2014, but does want to be able to accurately report the amount of job creation at .33 of a full-time position of direct employment for each grant.

The Skeena-Queen Charlotte Regional District must submit documentation verifying a minimum of \$10,500 in wages or contract payments along with the required final reporting prior to Northern Development issuing an \$8,000 rebate. Northern Development staff will review and verify complete reporting for the year and, based on acceptance, a grant reimbursement will be issued. Complete reports are required prior to January 31st of the following calendar year.

The Northern Development Board wants to see the Skeena-Queen Charlotte Regional District reach its economic potential and we look forward to being a partner in that endeavor.

Sincerely,



Janine North
Chief Executive Officer

c: Joan Merrick, Chief Administrative Officer, Skeena-Queen Charlotte Regional District
Daniel Fish, Deputy Corporate Officer, Skeena-Queen Charlotte Regional District

BRITISH COLUMBIA
ACHIEVEMENT FOUNDATION

RECEIVED

MAR 24 2014

SKEENA-QUEEN CHARLOTTE
REGIONAL DISTRICT

March 20, 2014

Board of Directors

*Keith Mitchell, QC
Chair*

Hon. Christy Clark

Kathleen Bartels

Kevin Bent

Mike Bernier, MLA

Christopher Gaze, OBC

Carol Henriquez, CM

Marvin Hunt, MLA

Olga Ilich

Wendy John

C.T. (Manny) Jules, OBC

Ron Lou-Poy, QC

Scott McIntyre, CM

Hon. Coralee Oakes

Michael Stevenson

Max Wyman, OC

Ms. Joan Merrick
Skeena-Queen Charlotte Regional District
100 - 1st Avenue East
Prince Rupert, BC V8J 1A6

Dear Ms. Merrick

Re: Nomination of John Martinson

2014 British Columbia Community Achievement Awards

The Advisory Council of the British Columbia Community Achievement Awards recently met to select this year's recipients for the British Columbia Community Achievement Awards.

The Council reviewed many outstanding nominations of individuals who work to make a difference in their community. In its opinion, the 34 recipients named in the attached news release were considered most deserving for this year's awards.

Nominations are now considered for three years. Your nomination, which was brought forward from 2011, will need to be resubmitted for consideration in a future year. Please ensure that resubmitted material is current.

Thank you for the time and effort you gave to your nomination and for your interest in the British Columbia Community Achievement Awards.

Sincerely,

Nora Newlands
Executive Director

Attachment

BRITISH COLUMBIA ACHIEVEMENT FOUNDATION

March 20, 2014
For immediate Release

2014 B.C. Community Achievers Announced

VANCOUVER – Premier Christy Clark and Keith Mitchell, chair of the British Columbia Achievement Foundation, today named this year’s recipients of the B.C. Community Achievement Awards.

“As British Columbians, we are inspired by those in our communities who make a difference by their efforts,” said Clark. “Thank you to the 2014 recipients for their contributions; you make our Province stronger with your commitment and generosity.”

“We recognize individuals today who have made a significant contribution either as volunteers or in the course of their work,” said Mitchell. We’re honoured to celebrate the contributions of these exceptional British Columbians.”

The recipients of the 2014 awards are:

- Selen Alpay of Prince George
- Cathy Ashurst of Burns Lake
- Amrik Singh Aulakh of Surrey
- Donald Brown of Victoria
- Helen Clifton of Hartley Bay
- Lynnette Cobb of Williams Lake
- John D'Eathe of West Vancouver
- Allan De Genova of Vancouver
- Judy Dix of Prince George
- Wayne Duzita of Richmond
- Michael Feller of Richmond
- Keith Gibson of Tofino
- Daphne Goode of Victoria
- Lawrence Haiducu of Surrey
- Deanna Hamilton of Kelowna
- Jill Hayward of Louis Creek
- Carol Hunt of North Cowichan
- Valerie Ingram of Southbank
- Bonnie Leadbeater of Victoria
- Bessie Lee of Vancouver
- Morgan Leung of Delta

- Larry Leung of Burnaby and Jason Min of Delta
- Donald Lindsay of Vancouver
- Gordon Marks of Anmore
- Michael McCoy of Richmond
- John McLernon of Vancouver
- Donald Pettit of Dawson Creek
- Ethel Smith of Loon Lake
- Marilyn States of Creston
- Fred Titcomb of West Vancouver
- Germain Vigneault of Port Clements
- Pat Wahlstrom of Quesnel
- Miriam Yu of Vancouver

An independent advisory council selects the recipients of the British Columbia Community Achievement Awards from nominations received in the Fall, 2013. The council members are Mayor Stephanie Killam of the District of Mackenzie, Mayor Mary Sjostrom of the City of Quesnel, and past recipients, Maggie Ip of Vancouver, Alan Markwart of Victoria and Don Shumka of Vancouver.

The recipients of the 2014 British Columbia Community Achievement Awards will be recognized in a formal presentation at Government House in Victoria on April 29, 2014. Each will receive a certificate and a medallion designed by B.C. artist Robert Davidson.

The British Columbia Achievement Foundation is an independent foundation established and endowed by the province of B.C. to celebrate excellence in the arts, humanities, enterprise and community service. Launched in 2003, the BC Community Achievement Awards were the first initiative of the foundation, followed by the Carter Wosk B.C. Creative Achievement Award for Applied Art and Design, B.C.'s National Award for Canadian Non-Fiction, the B.C. Creative Achievement Award for First Nations' Art, and the B.C. Aboriginal Business Awards.

For background about the recipients, please visit www.bcachievement.com/community/info.php

-30-

Contact

Nora Newlands
Executive Director
BC Achievement Foundation
604-618-6949

Learn more about the BC Achievement Foundation at: www.bcachievement.com



STAKEHOLDERS' UPDATE SUMMER 2014

O'Brien Road & Bridge Maintenance Ltd.
Highway 16, Port Clements, B.C.

March 27, 2014

To our valued Stakeholders;

Our winter season is finally winding down. There were still a few cold days throughout March with the occasional snowfall in Prince Rupert. The cold and wet mixed rain and snow seem to linger until the last week on the island. While mostly considered a mild winter, we did have our usual mixed bag of conditions throughout the season. The odd heavy snowfall in February and March placed all our equipment into service in both Prince Rupert and the island on a few occasions, there were a few hours where the snow fell so rapidly the winter plow drivers reported they could not tell where they had plowed upon the return pass!

The Ministry re-classified Highway 16 to a Class A route at the end of the season this year, this change alters the response times and maintenance requirements for winter services in the Prince Rupert area. Highway 16 on the island will remain a Winter Class B route.

Our Management Team instructed the Prince Rupert winter operators to apply the class A specifications prior to the official date. This proactive action provided information during winter events that will be used in the analysis of our winter process for planning, scheduling, and equipment levels next season.

Paving on the Queen Charlotte Islands:

The Ministry of Transportation and Infrastructure has scheduled a major paving program to begin at the end of April.

Adventure Paving has been awarded the contract to provide paving from Masset to Port Clements. This will likely be the last opportunity for customers on the island to purchase asphalt for the next few years, possibly much longer. If you have any plans to have asphalt paving done, we recommend that you contact Adventure Paving as soon as possible so your work can be considered!

Adventure Paving:

Manager: Warren Beal
Phone: 250 624-5814
Fax: 250 627-8648
Cell: 250 627-9815
email: wbeal@ycs.bc.ca

We have scheduled a number of major summer activities this season in addition to our regular maintenance programs.

Our on-going, extensive, pro-active brushing program performed the past few years in both Prince Rupert and on the island helped minimize hazards and traffic delays caused by tree falls during wind, and snow storms. The brushing program exposed more of the road surface to the effects of the sun during winter helping to thaw the surface faster.

Continued Rip Rap repairs are in the preparation stage, high priority areas of concern on The Queen Charlottes will be targeted by O'Brien Road & Bridge to minimize safety hazards and to protect the highway infrastructure.

We anticipate continuing with our Towhill road re-gravelling project this summer to improve the driving conditions on this very important road accessing homes, local food supply, businesses, and tourist attractions.

Annual highway sweeping is scheduled to begin early April, depending upon when we no longer anticipate performing winter maintenance activities and bridge cleaning preparation work is in progress and expected to be completed in July.

Culvert replacements and ditching programs have been scheduled for this summer.

There will be high priority culvert replacements performed in advance of paving. Please expect delays and slow-down when driving through the work sites.

There will ditching performed on Aliford Bay road (Beach Rd.) Sandspit, and Bayview Dr. Port Clements.

Bridge maintenance projects are planned for both Prince Rupert and The Queen Charlottes this summer.

Kumdis Bridge, just north of Port Clements has been scheduled for deck replacement, this work must be done in sections, and will be performed over a two week period early in the spring. We will do everything possible to minimize delays, however due to the nature of the work please anticipate delays when traveling through this site. There may be weight and width restrictions during the work day as the deck sections are replaced. There should be minimal impact to travel before and after the work day.

Due to aging infrastructure at the Hiellen river bridge a repair plan is in development, input has being requested from Federal, and Provincial Ministries, and local governments to address the failing timber ballast wing walls with rip rap rock.

Please use caution, and slow down when approaching maintenance equipment and crew, drive slow through the work zones until you are well beyond the site.

Feedback from our stakeholders' is very important to our company, your input and concerns are reviewed and considered during all stages of our work.

Please do not hesitate to call, email or write to us regarding your concerns, complaints, or compliments.

If you have concerns that our maintenance plans may impact your business or travel please contact our office.

If you have any questions regarding our highway maintenance programs, or would like to report an issue or hazard please call the appropriate number on the contact list.

O'Brien Road & Bridge Maintenance Ltd.

Contact List:

Main Office:

(QCI) – Port Clements

Ph.: 250-557-4282

Fax: 250-557-4306

Mail:

O'Brien Road & Bridge Maintenance Ltd.

P.O. Box 280

Port Clements, B.C.

V0T 1R0

Email:

Main Office: obrien@qcislands.net

Please also cc/:

Planning & Operations Representative: dreindl@qcislands.net

or

Operations Manager: operations@qcislands.ca

Regional -Office:

Prince Rupert:

Ph.: 250-627-8427

Fax: 250-624-2241

(QCI) & Prince Rupert

O'Brien 24/7 Road Conditions & Road Emergency

Answering Centre:

Toll Free: **1-800-561-5822**

Employment opportunities:

Casual laborers, truck drivers, and equipment operators:

Submit your resume, or pick up an application at the main office in Port Clements.

Road Conditions:

During the summer season our operators call in adverse road conditions by radio, which in turn are input directly into the Drive B.C. Web Site to keep you informed and up to date on maintenance work and driving conditions in our contract area.

Wildlife viewing:

When stopping or parking your vehicle please ensure you are well off the road, beyond the white fog line.

Avoid parking at curves and other dangerous locations.

In the event you have vehicle problems, for your safety, and that of other motorists and please attempt to maneuver your vehicle as far off the road as possible, preferably beyond the white fog line, leave your 4-way flashers on, place flares or other signaling device to warn others about your disabled vehicle.

Internet Site for current road conditions

This service can provide you with up to date road conditions, construction, and maintenance work being performed on Major B.C. Highways.

www.drivebc.ca

By telephone: Call the no-fee Drive B.C. automated phone service at: 1-800-550-4997

Please read this important notice:

Severe weather, sudden temperature changes and snow or rainfall can cause road conditions to change rapidly. The information provided by Drive BC may not reflect changes that have taken place since the last update of particular events. Neither the ministry nor its maintenance contractors are responsible for differences between current conditions and conditions noted at the time this information was entered. Drivers are reminded to exercise caution at all times.

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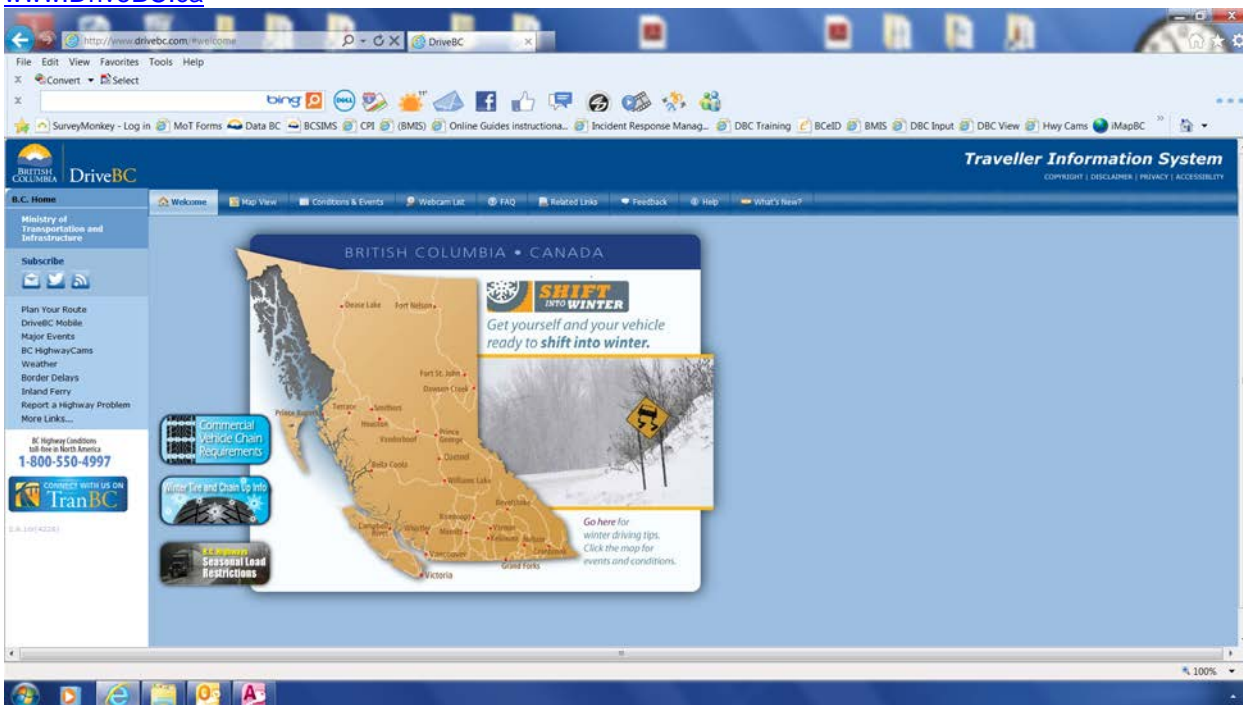
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DRIVE BC SUBSCRIPTIONS

There is a subscription information service available through Drive BC for those users who prefer to receive information by Email, Twitter, or RSS feeds. The system is flexible and the subscriber can choose to receive information: for the whole province, by district or districts, on certain days and times of the week and can choose the type of report (current or future planned events).

Once you have accessed the Drive BC website with your browser, Click on a Subscribe button icon located at the left side under the B.C. Home - Ministry of Transportation and Infrastructure title.

www.DriveBC.ca





TO: Members of the Authority

FROM: Chair Frank Leonard

DATE: April 1st, 2014

RE: Spring Debenture Issue – very good rate of interest

On behalf of myself, Vice-Chair Malcolm Brodie and your Board of Trustees, we thank you for your support at the Annual General Meeting (AGM) last week.

I am very pleased to inform our Members that yesterday the MFA successfully issued the Spring debenture that raised \$213 million at an exceptional interest rate of 3.28% for 10 years. This will meet the requests for financing that were approved at the AGM.

We were very fortunate to obtain this rate, given the trend for increasing financing costs in the debt markets. One measure of our success is how we perform against the “benchmark” Ontario and Canada bonds; to this end, we have seen the MFA rates continue to come closer to these rates over the past several years.

The MFA continues to achieve lower interest rates when compared to all other municipal participants in the bond market across Canada. This reflects our triple A credit ratings and the strong local governments throughout B.C.

We are able to relend to all our members at the same low rate, regardless of the size of each community we serve in BC.

On behalf of the Board of Trustees, we thank you for your continuing support and we look forward to seeing you at the MFA Semi-Annual General Meeting on September 23rd.

Should you have any questions please contact either:

Chair Frank Leonard
District of Saanich: 250-475-5510

Robin Stringer
Chief Administrative Officer
250-419-4760



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

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

April 4, 2014

To: Skeena Queen Charlotte Regional District

Re: Gwaii Trust Community Innovation Program

The Village of Port Clements is seeking a letter of support for our application to the Gwaii Trust Community Innovation program. The Village of Port Clements is seeking to modernize our Fire Department Alarm system. We currently have "fire phones" in 6 private residents in Port Clements who are members of the Fire Department. The first person who answers the phone would then call out the alarm manually over our radio system. This system has failed in the past two years on two separate occasions when no one was in the residents when the phone call came in. Although neither of these incidents resulted in loss of property or life the risk is there for a very poor outcome. We have researched and determined that we can purchase an interconnect system that links between phone and radios so that a dispatcher can automatically trigger a message to be sent via radio when a fire or emergency call comes in. There is a one time capital expenditure of \$2500 for this system and then the monthly user charges actually come in at almost half of what our current Telus costs are meaning it would be a safer, more reliable system and the day to day maintenance of it is less than the current system.

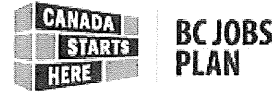
We are applying for \$1250.00 from the Community Innovation Program for this upgrade.

Please feel free to contact the office if you have any questions concerning this application. Thank you for your support.

Sincerely,

Kim Mushynsky – CAO
 Village of Port Clements

View the [printer-friendly version](#) of this release.



NEWS RELEASE

For Immediate Release
2014PREM0030-000440
April 9, 2014

Office of the Premier
Ministry of Aboriginal Relations and Reconciliation

B.C. and First Nations sign first LNG revenue-sharing agreements

VANCOUVER – Development of LNG export facilities at Grassy Point near Prince Rupert took another step forward today with the signing of two revenue-sharing agreements with the Lax Kw'alaams and Metlakatla First Nations.

"These agreements demonstrate our commitment to reconciliation and to working together with First Nations and proponents for LNG success," said Premier Christy Clark. "LNG presents a generational opportunity for First Nations and all British Columbians to grow our economy, create jobs and strengthen our communities."

The revenue-sharing agreements with Lax Kw'alaams and Metlakatla First Nations share a portion of provincial government revenues from Sole Proponent Agreements (SPA) related to the Grassy Point lands, and proponents Aurora LNG and Woodside. The Grassy Point lands have been identified as the potential site for new LNG export facilities and the SPAs give the proponents the exclusive right to move forward with activities to inform planning for LNG development.

"I applaud the vision and commitment of the Lax Kw'alaams and Metlakatla leadership and their communities," said Minister of Aboriginal Relations and Reconciliation John Rustad. "This kind of collaboration with First Nations will underpin the economic security of their communities now and in the future and create greater certainty for the First Nations, industry and government."

By signing these revenue-sharing agreements, the two First Nations signal their support for co-operating in respect of prospective LNG development at Grassy Point. They also address Crown consultation and accommodation, and measures to manage challenges of Crown decisions related to activities identified in the agreements.

"British Columbia is working quickly to ensure it is a leader in LNG development," said Minister of Natural Gas Development Rich Coleman. "Partnership with First Nations, government and industry will play a key role to ensure B.C. is in a strong position to compete in this new global market place."

The provincial government has negotiated these revenue-sharing agreements with these two First Nations because their communities are located near the Grassy Point lands.

"We want to make sure our voice is heard when it comes to development within our traditional territory," said Chief Harold Leighton, Metlakatla First Nation. "These LNG revenue-sharing agreements are a good demonstration of what can be achieved when we approach development in the spirit of partnership and collaboration."

"Our goal is to make sure our community has access to the right opportunities, through economic development, education and social development," said Mayor Garry Reece, Lax Kw'alaams First Nation. "Working with government and with these proponents on revenue-sharing is positive progress in our drive to ensure LNG has real, tangible benefits on the ground in the Northwest."

These two reconciliation agreements are the 23rd and 24th economic benefit agreements reached with First Nations since the BC Jobs Plan was launched in 2011. They are also the fifth and sixth of the 10 new non-treaty agreements B.C. has committed to reaching over the next two years. These agreements support

economic growth and job creation both for First Nations and for neighbouring communities.

The Province will continue to work with industry and First Nations communities to ensure lasting benefits are achieved as the LNG industry develops.

A backgrounder follows.

Media Contacts:

Sam Oliphant
Press Secretary
Office of the Premier
250 952-7252

Robin Platts
Communications Manager
Ministry of Aboriginal Relations and Reconciliation
250 387-1204



BACKGROUNDER

For Immediate Release
2014PREM0030-000440
April 9, 2014

Office of the Premier
Ministry of Aboriginal Relations and Reconciliation

Revenue-sharing between B.C. and First Nations

- The provincial government has Sole Proponent Agreements (SPA) with Woodside and Aurora LNG.
- The Woodside SPA is for the southern parcel of Grassy Point, which covers 693.6 hectares of land, plus foreshore land equalling 243.9 hectares.
- The Aurora LNG SPA is for the northern part of Grassy Point, which covers 614.9 hectares of land, plus foreshore land equalling 158.7 hectares. Aurora LNG is a joint venture by Nexen Energy ULC, a wholly owned subsidiary of CNOOC Limited, INPEX Corporation and JGC Corporation.
- Development at Grassy Point is subject to various regulatory approvals and a final investment decision by the proponent.
- The provincial government is working with First Nations to provide benefit-sharing and economic opportunities related to land and resource management.
 - A Framework Agreement has been reached with Haisla First Nation that allows the First Nations to acquire a key parcel of Crown land for development and use for an LNG facility and marine export terminal in the Douglas Channel.
 - B.C. has also completed an economic partnership agreement with 15 First Nations whose traditional territories are located along the Pacific Trail Pipeline route.
 - There is ongoing engagement and negotiation with the Treaty 8 First Nations on natural gas exploration, development and production, with four Economic Benefit Agreements completed to date and others being worked on.

Media Contacts:

Sam Oliphant
Press Secretary
Office of the Premier
250 952-7252

Robin Platts
Communications Manager
Ministry of Aboriginal Relations and Reconciliation
250 387-1204



Liability for Contaminated Sites

Apr 16, 2014

All public sector entities, local governments included, will be required to report liability for remediation of contaminated sites for calendar years beginning on or after April 1, 2014. The requirement is for contaminated sites that the public sector entity has responsibility for and that have contamination that exceeds environmental standards.

Five criteria must be met for remediation of contaminated sites to be recognized in local government accounting:

1. An environmental standard exists
2. Contamination exceeds the environmental standard
3. The government is directly responsible or accepts responsibility
4. It is expected that future economic benefits will be given up, and
5. A reasonable estimate of the amount can be made.

For the issue of local government liability, most liabilities for remediation arise from legal obligations that can be enforced by a court of law. Typical examples to consider would include a liability of all or part of an operation that is no longer in productive use, or an unexpected event (i.e. chemical spill or natural disaster) resulting in contamination. The regulation does not include liabilities for closure and post-closure care of a solid waste landfill site when the site stops accepting waste.

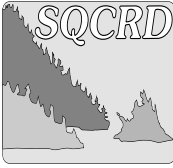
A Decision Tree has been designed to help explain the process.

For more information about contamination standards, please contact the Ministry of Environment. For questions related to liability, local governments may want to seek legal council.

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STAFF REPORT

DATE: April 26, 2014

FROM: Daniel Fish, Deputy Corporate Officer

SUBJECT: Kaien Island Trail Network – Maintenance

Recommendation:

THAT the Board receives the staff report “Kaien Island Trail Network – Maintenance”;

AND THAT the Board provide staff with further direction.

Background:

At the March 21, 2014, Skeena-Queen Charlotte Regional District (SQCRD) Regular Board meeting, Mr. Milum, Director of the Prince Rupert Back-Country Society (PRBCS), address the Board in regards to the Kaien Island Trail Plan Proposal. PRBCS proposes to raise funds and undertake the consultation and planning for hiking trail routes in the City of Prince Rupert and Kaien Island.

In its proposal, the PRBCS identifies potential funders of the project, which includes the SQCRD. Furthermore, Mr. Milum stated that the SQCRD, in years past, had committed to funding the ongoing maintenance of a similar trail plan for the region.

As per directive from the Board, staff researched the history surrounding this matter, as it relates to the SQCRD, and found the following:

In 2008, the SQCRD partnered with Prince Rupert Active Communities (PRAC) to commission the *Kaien Island Trail Study*. Following the feasibility study, a proposed trail plan was selected for action, and the following project partners were identified:

- City of Prince Rupert;
- District of Port Edward;
- Ministry of Forests and Range; and
- Skeena-Queen Charlotte Regional District

The project was anticipated to cost \$450,000 and was to be funded through the Job Opportunity Program, Rural Infrastructure Canada and the Community Adjustment Fund. Furthermore, it was identified that each project partner would be responsible for their own portion of maintenance – the SQCRD was to provide maintenance to the Grassy Bay area.

Schedule “A”, attached, references pertinent resolutions from the June 19, 2009, and July 17, 2009, SQCRD Regular Board meetings.

Discussion:

The SQCRD does not have a service, established in accordance with the *Local Government Act*, to undertake trail construction or maintenance.

Due to the comments made at the March 21, 2014 SQCRD Regular Board meeting by Mr. Milum (delegate) in regard to the SQCRD assuming responsibility of maintaining these trails should the project come to fruition, staff has responded to Mr. Milum, clarifying the SQCRD’s limitations in this matter.

Should the Board wish to play an active role in this initiative at some time in the future, options include:

1. Providing a Grant-in-Aid to a third-party organization; or
2. Establishing a service to allow for the maintenance of trails and parks.

Port Edward Mayor Dave MacDonald spoke about the proposed Prince Rupert to Port Edward combination biking and hiking trail network. While supportive of the trail concept, the District is challenged by the proposed cost of annual maintenance for the Galloway Rapids to Port Edward trail segment (\$6,600) and the additional staffing resources this would require. Instead, Mayor MacDonald asked the SQCRD Board to consider taking responsibility for the annual maintenance cost and staffing on behalf of Port Edward. The proposed move would spread the tax burden across both residential and business taxpayers and, from a maintenance perspective, provide consistency across a majority of the trail network through the hiring of one contractor.

In addition, Mayor MacDonald said the District has concerns about the proposed placement of the trail as outlined in the consultant's report and would like to have input on pre-construction trail design. Director Nobels assured him there would be time for public comment.

The Chair thanked Mayor MacDonald for his presentation.

Jun 19/09
meeting

11. BUSINESS

11.1 Proposed Trail Network

MOVED by Director Nobels, SECONDED by Director Mussallem, that funding for a proposed hiking/biking trail be sought through an application to Rural Infrastructure Canada subject to approval of the trail network by the City of Prince Rupert and the District of Port Edward.

118-2009

CARRIED.

MOVED by Director Nobels, SECONDED by Director Kulesha, that subject to completion of the Prince Rupert to Port Edward trail network, the SQCRD expresses its willingness to undertake the annual maintenance of the trails. In addition, the SQCRD graciously accepts the offer of the Prince Rupert Trail Committee to partner in the maintenance of the Grassy Bay portion of the network with an annual matching contribution of \$5,500.

119-2009

CARRIED.

MOVED by Director Kulesha, SECONDED by Director Mussallem, that staff review the liability, risk, maintenance and administration costs associated with SQCRD maintaining a trail network.

120-2009

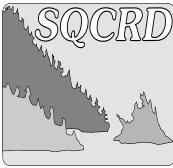
CARRIED.

MOVED by Director Kulesha, SECONDED by Director Nobels, that the SQCRD become a non-voting member of the Outdoor Recreation Council of BC at a cost of \$62.50 to ensure eligibility for National Trail Coalition funding .

121-2009

CARRIED.

*July 17/09
meeting*



STAFF REPORT

DATE: March 21, 2014
FROM: Daniel Fish, Deputy Corporate Officer
SUBJECT: BC Ferries Meeting Request

Recommendation:

THAT the Board receives the staff report “BC Ferries Meeting Request” for information;

AND THAT a letter be sent to the Premier to request a joint-meeting with the Province, the Regional District and other local governments and First Nations to discuss the BC Ferries issues.

BACKGROUND:

At the November 22, 2013, SQCRD Regular Board meeting, staff was directed to write a letter to the Premier to request a meeting to discuss the BC Ferries service cuts and the impacts that they have on our communities.

The Premier’s response, dated January 10, 2014, declined the Board’s request for a meeting and deferred the issue to Minister Todd Stone – who has not followed up on the issue. At the February 21, 2014, Regular Board meeting, the Board made a motion to send a letter to each municipality, regional district and First Nations government in B.C. to outline the Board’s concern and request that each Council write the Premier requesting a joint-meeting to further discuss the BC Ferries service cuts.

The aforementioned letter was sent to local governments throughout the province on February 6, 2014. To date, the Regional District has received twenty-six (26) responses from municipalities, regional districts and First Nations. The responses vary in content, however, most convey support for the BC Ferry Coalition and request that the Premier accept our joint-meeting request.

DISCUSSION:

Given that we are receiving a number of responses from local governments and First Nations, and have yet to hear any word from the Office of the Premier, staff is recommending that the Board, once again, write to the Premier and Minister Stone to request a joint-meeting with the Province, the Regional District and other interested local governments and First Nations.

March 2014

To: MIEDS Board of Directors, Respective Councils and Boards, Interested Public

From: Heather Adel, Economic Development Officer

Re: Update #3

Last year MIEDS participated in the development of a Three Year Strategic Plan. Each element of the strategy contained some component of public participation. As such, MIEDS developed a Mission and three over arching Goals which now guides the organization's strategic direction.

Mission:

"To work with individuals, businesses, stakeholders, governments, communities and potential investors to coordinate, collaborate and implement island wide economic development initiatives aimed at increasing employability, employment and/or jobs for the people of Haida Gwaii."

Strategic Goals:

1. To increase collaboration and communication within industry and between governments.
2. To increase employment and employability of Islanders.
3. To decrease barriers to development.

The following is the third report of the year by MIEDS and it provides an update on a number of projects that we have in motion and a couple more that we are just beginning.

Forestry License To Cut

Forestry License to Cut A89249 authorized MIEDS to harvest 40,381 cubic metres of Crown Timber in the Queen Charlotte Timber Supply Area. MIEDS, for its sale, had acquired cut blocks L00 004, L00 137, and L00 507. These three blocks were offered in a Category 2 lump sum Timber Sale License. The total volume of the three blocks equaled approximately 34,389 cubic meters.

The sale closed on November 14, 2013. The license was awarded to Abfam Enterprises Ltd. Abfam Enterprises Ltd. has a partnership with Haida Forest Products resulting in a business that both harvests and manufactures local fibre. MIEDS is pleased that the sale will create jobs for locals; as well as, a "second touch" on local wood.

Following this sale MIEDS is left with a volume of 5,992 m³ under FLTC A89249. However, the agreement that MIEDS has with the Ministry of Forests, Lands and Natural Resource Operations is that MIEDS is provided with 25,000 m³ of volume in the Queen Charlotte Timber Supply Area annually until such time as a Community Forest License Agreement has been signed. With that,



MIEDS has forwarded a letter to the Ministry requesting that License A89249 be amended to include an additional 25,000 m3 for 2013.

Community Forest Agreement

In November, 2013, the MIEDS Board met with both British Columbia Timber Sales (BCTS) and Ministry of Lands, Forests and Natural Resource Operations (Ministry) to begin discussing the nuts and bolts of what an operating forest might look like.

The meeting concluded with MIEDS Board requesting follow up on a variety of issues from BCTS. The MIEDS Board is meeting with BCTS Officials again in a few weeks to discuss the findings. This is a new type of community forest agreement that will require future legislative changes. With a spirit of good will, and both government and MIEDS working collaboratively, we will move the community forest initiative through to operational for the continued benefit of local firms and local workers.

Tourism

Social/Multi Media Campaign / Joint Stakeholder Marketing

In 2013, Haida Gwaii Tourism / MIEDS embarked on a multi-media promotion of Haida Gwaii as a visitor destination. The promotion was a joint stake-holders effort with enthusiastic involvement from 17 local businesses (accommodations, restaurants, gift shops and outdoor equipment stores) as well as BC Ferries. The response from the stakeholders was so successful, that we were able to offer two four-day trip packages for 2 people (Mid-North Graham Island and South Graham Island / Moresby Island).

The Regional promotional campaign included advertising in newspapers in Northern BC and television (CFTK) and radio ads (CJFW). We also promoted the contest on our Facebook and Twitter pages as well as our website.

Of the 2,560 contestants, 40% became aware of the contest via Facebook, 31% via print ads, 8% via our website, 4% via Twitter and 3% via radio or tv (14% friends/family/other). Overall the Facebook and print ads accounted for the majority of the promotion.

The contest resulted in a significant number of visits to the Go Haida Gwaii website. We recorded an average of 5,296 visits to the website per month prior to the contest. During the contest period (August-October), we noted an average of 10,372 visits per month (95% increase). The visits to the website continue to increase and at December 31, 2013, the total number of 2013 visits to Go Haida Gwaii were 107,429 (avg 8,952/month). This reflects a 648% increase in visits since the inception of the website in 2010).

Our Facebook page increased by 484 'likes' during the contest period while the Twitter page has continued to marginally increase, partially due to limits as to how many accounts we are permitted to Follow (which in turns generates followers for increased communication). Our Facebook page continues to grow readily (4,167 by December 31, 2013 and 4,331 at February 24, 2014).



We have created a newsletter mail-out (mailchimp) to communicate with the 1,500 people who have consented to receive promotional material and communication from Haida Gwaii Tourism.

The 2 contest winners (Prince George and Vancouver residents) have booked their trips and have agreed to write a blog about their Haida Gwaii experience. Both families have extended their stay on Haida Gwaii for sightseeing purposes.

Overall this contest was very successful and has served to broaden the awareness of Haida Gwaii as a visitor destination.

Print Advertising Campaign

Our print ad campaign consisted of the promotion of off-season activities via three SOAR Magazine ads (Paddleboarding, River Fishing, Surfing). The photos were shot at various locations on Haida Gwaii (Queen Charlotte, Tlell River, North Beach). The Northern BC Travel Guide ad (an FYI) featured a scene at the Sandspit Marina.

Website Enhancements

The website enhancements included the addition of an accommodation and restaurant directory featuring service description and photographs of the establishment. Each profile resembles a mini-webpage and the featured businesses report being pleased with the new look. The Go Haida Gwaii website pages have been made mobile-friendly for the convenience of the increasing numbers of people using mobile devices. The increased visits to the website (40% increase in 2013 visits over 2012) likely reflect the more user-friendliness of the website as a result of these changes.

Image Bank Enhancements

Haida Gwaii Tourism has been provided with 45 photos of attractions/activities, Haida Gwaii communities and arts/culture via the photography contract. This will allow us to begin refreshing our website photos and add to the DAMS database. We remain in need of greater coverage of arts and culture and the communities and hope to add to the image bank in the next fiscal period.

Pad Map Update and Reprint

We have updated the visitor map to include identifying locations of popular attractions and services. The small community maps have been removed to allow us an enlarged view of the map of Haida Gwaii and popular attractions. We have ordered a print of 300 pads of 100 maps.

Lure Brochure Reprint & Distribution

We have reprinted 25,000 of the lure brochures and provided Certified Folder Display with 15,000 of those for distribution on BC Ferries routes (12 month BC Ferries Distribution contract: Package A – Routes 1,2,3,9,10, 17& 30).



We wish to express our appreciation of the CTO funding which has allowed us to take advantage of advertising and marketing opportunities for the promotion of Haida Gwaii as a visitor destination.

GwaiiTel

MIEDS has a vested interest in the success of GwaiiTel as telecommunications is one of the most important pillars of economic development. Accordingly, when asked by the Board of Directors of GwaiiTel to provide the administrative services for the organization on an interim basis staff took it on as a priority. MIEDS role has been contract review, financial reconciliation and information organization as well the general duties of keeping the office open and paying the bills. We also donated our EDO's time, and established the GwaiiTel office rent-free for the past 7 months. GwaiiTel, with the financial assistance of Northern Development Initiative Trust, has hired a consultant to complete a financial review and in phase 2, a technical review. It is MIEDS' understanding that its involvement has been an interim solution and we look forward to working with GwaiiTel's staff to achieve its goals.

Small Town Love

Small Town Love is a shop local program initiated and implemented by Northern Development Initiative Trust (NDIT). The program is aimed at supporting small business through marketing campaigns. MIEDS has volunteered to partner with NDIT and independent business owners to crank out creative marketing & storytelling campaigns through our LOVE HAIDA GWAII Project websites.

Small Town Love projects are open to independently owned, non-franchise businesses that are located across the islands and in all our communities. Certain kinds of home-based businesses are eligible including artisans, crafters, artists, food producers and farmers, but direct sales home-based businesses that are distributing for a larger brand are not. Small Town Love as a marketing tool works best for businesses that are focused on retail goods and services rather than industrial companies.

Besides increased online exposure for your small business, there are numerous benefits to participating in this fabulous project:

1. A detailed online profile of your business prepared by a professional writer
2. The ability to post your own upcoming events and special promotions on your Small Town Love profile page.
3. A professional photo shoot and a package of beautiful photos you can use for your own marketing purposes at no extra cost.
4. Ongoing promotion and inbound web links from the Small Town Love Facebook page
5. Promotional files that you can download and use for your business
6. Stronger connections with your fellow business owners
7. Potential for ongoing collaborations with other business owners to improve sales and customer connections



To join a Small Town Love project as a participating business at this time the investment is a one-time fee of \$100. Representatives from the NDI Small Town Love project anticipate that they will be on island sometime in May. They will be coming by, gathering information and taking photos for interested businesses. Watch the Observer or call the MIEDS office in May to get more precise information on the program.

Linblad Expeditions are Back

In early May, and again mid-September, the two small passenger vessels operated by Lindblad Expeditions, namely the "National Geographic Sea Bird" and "National Geographic Sea Lion" will return to Haida Gwaii after an absence of some 22 years.

The purpose of the stop in Queen Charlotte is to allow the guests ashore for visits to the Haida Heritage Centre and also up the island as far as Old Masset via ground transportation. The vessels plan to hard dock at the Albion Fisheries location. MIEDS will continue to provide information to the public as it becomes available.

Advocacy for Islanders in Transportation Reductions

MIEDS has been working diligently with the BC Ferries Coalition to ensure the economic impacts and the quality of life impacts of the service reductions have been communicated to BC Ferries. Additionally, MIEDS has responded to the service reduction of one flight per day in July by Air Canada with a letter to Air Canada emphasizing the economic impacts of their decisions to the Island's tourism industry.

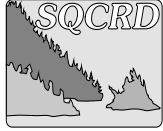
MIEDS understands the value of stable transportation to economic development, business retention and quality of life on Haida Gwaii. MIEDS will continue to follow and participate in these issues as they unfold over the next few months.

MIEDS Reports

MIEDS annual reports are well underway. The annual report comments on the goals and values as well as delineates the projects the organization committed to do last year in its annual plan. This report will examine the initiatives that MIEDS planned to do last year and state whether or not the organization was successful, what did or didn't happen, and how it can be improved for next year. The report then becomes part of this year's plan. The annual report will also include the financial report for MIEDS.

The annual plan will be the document that talks about what MIEDS plans to do this coming year. It will list initiatives, budget ranges, measurable, etc. All of the initiatives will come out of or match the 3 year Economic Development Strategy the organization presented to the public last year. Come listen to the plan and review the documents when presented to the public at the Annual General Meeting (AGM). The AGM is generally held late May or early June and will be advertised in advance and open to the public.

Heather Adel EDO on behalf of MIEDS



STAFF REPORT

DATE: April 26, 2014
FROM: Daniel Fish, Deputy Corporate Officer
SUBJECT: 2014 UBCM Resolutions and Meeting Requests

RECOMMENDATION:

THAT the staff report entitled “2014 UBCM Resolutions and Meeting Requests” be received.

BACKGROUND:

The 2014 Union of BC Municipalities (UBCM) Convention will be held at the Whistler Conference Centre from September 22-26, 2014.

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.

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 the province to express concerns, share their experiences and take a united position.

DISCUSSION:

UBCM Resolutions

Local governments are urged to submit resolutions first to Area Associations (North Central Local Government Association) for consideration. Resolutions endorsed at Area Association annual meetings are submitted automatically to UBCM for consideration and do not need to be resubmitted to UBCM by the sponsor. The following resolutions were submitted to the NCLGA before its March 7, 2014 deadline:

LNG Projects in Northern British Columbia

WHEREAS the Province is actively supporting the development of Liquefied Natural Gas (LNG) as British Columbia’s future economic driver;

AND WHEREAS multiple proposals and applications for LNG and other large scale industrial projects are creating a drain on the limited resources of many small communities and regional districts;

THEREFORE BE IT RESOLVED that NCLGA and UBCM urge the Provincial Government to develop an LNG plan to provide immediate and meaningful assistance to local governments in British Columbia to address the issue.

BC Assessment Authority

WHEREAS limited and infrequent property sales may not accurately reflect market values in many rural areas of British Columbia;

AND WHEREAS the BC Assessment Authority is legislated to use mandated formulas based on market data when assessing residential properties, and this has historically contributed to significant shifts in the assessed values of properties in some rural communities;

THEREFORE BE IT RESOLVED THAT the Union of BC Municipalities urge the Provincial Government to provide BC Assessment Authority with more flexibility when assessing properties in rural British Columbia.

Coastal Ferries: Restoration of Service Levels, Fiscal Fairness, and Long-Term Strategy

WHEREAS the Union of BC Municipalities (UBCM) has requested that the Province abandon any plans to increase fares and/or reduce core ferry service levels, as such actions would have irreparable negative impacts on the economic well-being of coastal communities and the provincial tourism sector;

AND WHEREAS the UBCM has called on the Province to implement legislation that recognizes ferry services as essential extensions of our public highway system and ensures fiscal fairness between BC's terrestrial and marine highway systems;

AND WHEREAS the UBCM has requested that the Province develop a long-term ferry services strategy, based on detailed socio-economic inquiry, that supports the sustainability of coastal communities and the provincial tourism sector;

AND WHEREAS over the past year the Province has (a) failed to implement a long-term ferry services strategy, (b) allowed further rapid escalation of ferry fares, and (c) implemented deep cuts to ferry services without conducting a socio-economic impact analysis;

THEREFORE BE IT RESOLVED THAT the NCLGA and UBCM request the Province to:

- Reverse the cuts to coastal ferry services implemented on April 28, 2014 and restore 2013 service levels;
- Work co-operatively with coastal community on implementing a long-term strategy for the coastal ferry system, based on detailed socio-economic inquiry, that supports the sustainability of coastal communities and the provincial tourism sector;
- Implement legislation that recognizes the coastal ferry system as an extension of our highway system and ensures fiscal fairness between the marine and terrestrial components of our highway system; and
- Freeze ferry fares and service levels at 2013 levels until such time as the above legislation and strategy are implemented.

Local governments may submit council- or board-endorsed resolutions directly to UBCM until **June 30, 2014**.

With that said, staff is requesting that the Board begin to consider the issues and initiatives it would like brought forward at the 2014 UBCM Convention, so that staff is able to draft and finalize any resolutions before the UBCM resolution submission deadline.

UBCM Meeting Requests

If the Board wishes to request a meeting with the Premier, a Cabinet Minister or other provincial government staff, it may be time to begin reviewing the issues and initiatives that the Board wishes to address at the 2014 UBCM Convention. This will ensure that staff is able to efficiently schedule meetings with the appropriate provincial dignitaries, as well as provide staff with ample opportunity to prepare briefing notes in advance of any scheduled meetings.



Haida Gwaii Recreation Coordinator's Report
Month End: March 2014
Submitted By: Lucy Neville

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

Registered Programs

Shito Ryu Karate – this program has been going strong with a combined youth / adult group. Their March total was an age-diverse **39** participants, who train every Tuesday and Thursday in **Queen Charlotte**.

Elders Engagement: Food and Fitness – Wrapping up their cooking classes this month, the program has continued its focus on mobility and strength training in anticipation of the summer months. Radha Yoga / Alternate Fitness / Tai Chi sessions were well-attended throughout March, and supplementing their hard physical work with hands-on Indian Cooking classes each week that concluded mid-month. There were a total of **141** participants throughout the month of March in the Multiplex building and grounds in **Port Clements**. Designed to increase socialization, community infrastructure, fitness and intergenerational engagement, this program was created with the Rec Coordinator for seniors, by seniors, and is open to plus-ones from spouses to grandkids.

Circuit Fitness – BCRPA-certified instructor Heather Brule concluded a spring session of this well-rounded interval fitness class in mid-March. The program ran each Monday at the ALM Gym in **Sandspit** from 7-8 pm, with a total of **13** participants.

BC Soccer Coaching Clinic – instructor John Sneddon delivered a 1.5-day high-energy coaching clinic of 'FUNdamentals' and 'Active Start', the two BC Soccer coaching foundation modules for ages U4-U6 and U7-U9. These modules were free of charge and open to all parents, guardians, and youth volunteers over the age of 16; they are designed to provide baseline knowledge and skills for all community soccer coaches. The clinic was held in the **Port Clements** Multiplex and community fields from March 7-8, with a great group of **15** island-wide community coaches, representing **Sandspit, Port Clements, Masset, Queen Charlotte, Tlell** and **Skidegate**.

Bike Re-Psych – keeping the wheels turning! This program has expanded to include semi-permanent stations at each secondary school as of March. This repair program runs every

Wednesday at the high school in **Queen Charlotte** and **Masset**, with a total of **46** participants in March.

Alternate Fitness – led by elder instructor Harold White, this clinician-based program is designed for those living with, or at risk for, chronic conditions such as diabetes, rheumatoid and osteo-arthritis, obesity, and/or returning from injury. The majority of the **15** participants this month attended with a prescription to do so from their doctors or physicians, and this 20-year program has continued in large part due to the rave reviews from medical professionals, resident and locum doctors, who have documented benefits in attendees ranging from reduced blood pressure, increased mobility, decreased joint pain, and increased musculature. It continues every Tuesday and Thursday at the HG Rec Building in **Masset**.

Weight Room Orientations – BCRPA instructor Lisa Shoop held an orientation on March 27th at the weight room in **Queen Charlotte** with a total of **4** participants. In **Port Clements**, instructor Amber Bellis held an orientation on March 6th with a total of **2** participants.

Acrobatic Dance –this gymnastic- and parkour-inspired class, instructed by longtime dancer and gymnast Kirsten Oike, concluded just before March Spring Break, after a much-loved session held twice weekly at Sk'aadgaa Naay Elementary in **Skidegate** and the **Port Clements** Elementary, with a total of **46** youth.

Alternate Fitness – Heather Brule continued to instruct this free modified fitness class (see description in the Masset program above) in **Sandspit** at the Community Hall and **Skidegate** in the George Brown Rec Centre, with a total of **17** returning participants throughout March.

Mother Goose – a joint collaboration with HG Rec and SD50, this program runs each Wednesday at the HG Rec Building in **Masset** and focuses on teachable methods of early childhood development and education for new parents. A total of **33** tots and mums attended in March.

Public Speaking 101 – Toastmaster Ellen Cranston concluded this program on March 20th at the Eric Ross Room in **Queen Charlotte**. Program focus included developing the skills of public speaking, communication and leadership, with a total of **10** participants.

Movie Nights

The much-anticipated sequel to 2013's 'The Hobbit', 'The Hobbit: Desolation of Smaug', was shown from March 21-23 across Haida Gwaii, in **Masset**, **Port Clements**, **Queen Charlotte** and **Sandspit**. Tasty concessions were provided by the ASSAI Girls' Club, Port Clements Rec Committee, Sandspit Canadian Jr. Rangers, and 24/7 Youth.

Masset - 15

Port Clements - 35

Queen Charlotte - 38

Sandspit - 7

Total: **95**

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 twoonies 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.

Queen Charlotte Secondary School Gym

Mondays:

Pickleball / Badminton 7:00 – 9:00

Tuesdays:

Indoor Soccer 8:00 – 10:00

Wednesdays:

Youth Dodgeball 6:30 – 8:00

Adult Dodgeball 8:00 – 10:00

Thursdays:

Volleyball 8:00 – 10:00

Port Clements Elementary School Gym

Thursdays:

Soccer 8:00 – 10:00

George M. Dawson Secondary School Gym

Mondays:

Volleyball 7:00 – 9:00

Wednesdays:

Men's Basketball 7:00 – 9:00

Thursdays:

Badminton 7:00 – 9:00

Fridays:

Senior Men's Basketball 7:00 – 9:00

A.L. Mathers Elementary School Gym

Wednesdays:

Adult Floor Hockey 7:00 – 9:00

Events and Affiliated Programs

Bronze Cross Certification Camp – including a revised module on CPR (A-C), Bronze Medallion and Bronze Cross, this water safety certification program took place March 17-21 at the Earl Mah Aquatic Centre in Prince Rupert. The HG Rec Coordinator secured funding for 5 island-wide HG Rec / ASSAI instructors to train and certify as Bronze Cross instructors, with instructors from **Masset, Port Clements, Skidegate** and **Queen Charlotte**. This certification allows a diverse range of programs, from canoeing and kayaking to surfing, swimming and paddleboarding, to be administered on Haida Gwaii with a nationally-recognized water safety standard and insurance and liability coverage.

Open Gym Nights – hosted by the Sandspit Rec Committee and HG Rec, this program ran over a 16-week period, from January to March. It included a wide range of fundamental sport-development activities, fitness challenges, and open gym time at the AL Mathers gym in **Sandspit**. Supported by numerous community volunteers, it brought an average of 25 youth each session, with a total of 400 participants over the duration of the program and 75 throughout the month of March.

ASSAI 2013-2014 Programs

With new instructors for programs across Haida Gwaii, the month of March was busy in the ASSAI program. Below are participation totals for **Masset, Old Massett, Port Clements, Skidegate, Queen Charlotte** and **Sandspit** February programs:

Surf Club (all-island) – 19
Art and Sport (ALM) – 27
Our Space, Our Art (QCYC) – 8
Art and Action (PCES) – 23
Dance Party (PCES) – 44
Food and Fitness (SNES) – 37
Teen Gym (GMD) – 54
Weekday Wickedness (OMYP) – 28
Total: 240

Total March 2014 participants in HG Rec programs/events: 798

** Total March 2013 participants in HG Rec programs/events: 488*

Upcoming Spring Classes

Movie Nights – this May, we will be showing ‘The Lego Movie’ throughout the communities of **Masset, Port Clements, Queen Charlotte** and **Sandspit**. A total of **80** moviegoers are expected.

Interval Circuit Fitness – BCRPA instructor Lisa Shoop will be teaching an interval circuit class in **Queen Charlotte**, designed to ramp up intensity with multiple targeted stations, running from late April through to June.

SUP Youth! Intro Course – this introduction to paddleboarding course is designed for youth across **Haida Gwaii** in grades 4-7, and builds on the existing Surf Club program. As an intro program, paddleboarding provides the foundational water safety and skills needed to progress to surfing.

Bike Re-Psych: Mechanic Training and Critical Mass Ride – a collaboration between HG Rec, the Haida Health Hub, and Bike Re-Psych, this multi-event program includes a 5-day mechanic training program for 7 cycle-enthusiasts in **Masset** and **Queen Charlotte**, followed by a Critical Mass Ride in each community and two community dances on April 12!

Circuit Pilates – this program is the perfect combination of hi-lo intensity exercises. Taught by long-time HG Rec instructor Ruth Bellamy, it will combine the aerobic cardio of step with the core strengthening of Pilates, twice a week in **Port Clements** throughout April and May.

BOAT Exam – the updated Transport Canada-approved BOAT exams will continue to be offered in **Masset, Queen Charlotte** and **Port Clements** upon request.

Additional Projects and Reporting

Gwaii Trust Youth Program - Summer Program Proposal Approved

Nothing like grant-writing in the stormy seasons to remind you that summer is on its way! The HG Rec Coordinator submitted a proposal to the GTS Youth Program for this year’s Summer Program, which will be held during the months of July and August in Masset, Port Clements, QC/Skidegate and Sandspit. The proposal was approved in late March; huge thanks to the Gwaii Trust Society and Youth Board for continuing to support the development of healthy youth programs and on-island employment opportunities for youth.

Leading Change Canada – Grassroots Sustainability Award

The HG Rec ASSAI program won the ‘Grassroots Sustainability’ award for 2013, citing innovative use of rural landscape, experiential education and community collaboration. It was a significant honour to receive this award, and provided impetus to keep raising the bar; HG Rec will continue to demonstrate how recreation and youth programming provide foundations for sustainable growth, lifestyle, and community development. The award was presented to the HG Rec Coordinator at the SFU Beedie School of Business in Vancouver, as part of the 2014 GLOBE Conference from March 24-28.

HG ASSAI South Coordinator

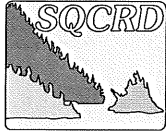
Congratulations to Jesse Embree, the HG ASSAI South Coordinator from April 7 – June 30. We look forward to deepening our program development and community collaborations with Jesse in the coming months.

HGRRC AGM

The HGRRC AGM will be held on May 22, 2014, 5:30 pm at the Haida House in Tlell. An addition to the AGM agenda, currently including the program highlights / development reel, stats analysis and fiscal review of 2013, is a big welcome to our new Member-At-Large, Heather Brule!

Lucy Neville

Haida Gwaii Recreation Coordinator



STAFF REPORT

Date: April 26, 2014
From: Justina Musgrave, Administrative Assistant
Subject: 2014 Per Kilometer Allowance

RECOMMENDATION:

THAT the Board receives the staff report entitled “2014 Per Kilometer Allowance”;

AND THAT the SQCRD mileage rates be increased from \$.53/km to \$.54/km as per the Travel Policy, effective May 1, 2014

Background:

At the December 13, 2013 SQCRD Regular Board meeting, the Board adopted the “Directors - Reimbursement of Travel and Other Expenses” Policy.

The policy states that travel by private vehicle is to be reimbursed at a per kilometer rate, based on the “Reasonable Per-Kilometer Allowance” rate as set by the Canada Revenue Agency (CRA).

Discussion:

The CRA rate has changed from \$.53/km in 2013 to \$.54/km in 2014. Schedules A & B have been attached for your reference.

Canada Revenue Agency

[Home](#) > [Businesses](#) > [Payroll](#) > [Benefits and allowances](#)

> [Automobile and motor vehicle allowances](#) > Reasonable per-kilometre allowance

Reasonable per-kilometre allowance

If you pay your employee an allowance based on a per-kilometre rate that we consider reasonable, **do not deduct** CPP contributions, EI premiums, or income tax.

The type of vehicle and the driving conditions usually determine whether we consider an allowance to be reasonable. The per-kilometre rates that we usually consider reasonable are the amounts prescribed in section 7306 of the *Income Tax Regulations*. Although these rates represent the maximum amount you can deduct as business expenses, you can use them as a guideline to determine if the allowance paid to your employee is reasonable.

We consider an allowance to be reasonable if **all** the following conditions apply:

- The allowance is based only on the number of business kilometres driven in a year.
- The rate per-kilometre is reasonable.
- You did not reimburse the employee for expenses related to the same use of the vehicle. This does not apply to situations where you reimburse an employee for toll or ferry charges or supplementary business insurance, if you have determined the allowance without including these reimbursements.

When your employees complete their income tax and benefit return, they do not include this allowance in income.

Reasonable allowance rates

For 2014, they are:

- 54¢ per kilometre for the first 5,000 kilometres driven; and
- 48¢ per kilometre driven after that.

In the Northwest Territories, Yukon, and Nunavut, there is an additional 4¢ per kilometre for travel.

For prior-year rates, see [Automobile allowance rates](#).

Date modified: 2014-01-20

Schedule of Allowable Expenses**Transportation:**

The **most economical mode** of transportation is to be used, unless there is a specific practical reason to choose otherwise; i.e. flying may be preferable to driving long distances.

1. **Travel by Private Vehicle** – reimbursed at a per kilometer rate, based on the "Reasonable Per-Kilometre Allowance" rate as set by the Canada Revenue Agency.
2. *Ferry* – at actual cost and may include the cost of an onboard cabin when traveling on the ferry.
3. Air Transportation – at actual cost, not to exceed regular economy fare
4. Parking and Taxis – at actual cost
5. Car Rental – at actual cost, where its use is deemed necessary.

Accommodation:

6. Commercial Accommodation – at actual cost.
7. Private Accommodation - \$30 per night

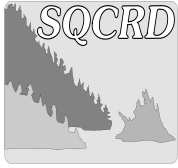
Food:

8. Per Diem - where the travel requires an overnight stay, a per diem, including the cost of incidentals and gratuities, of \$80.00 per night may be claimed. Incidentals include items such as coffee, water, use of cellphone, laundry, etc.
9. Meal Allowance – the following rates, including gratuities, will apply where use of the Per Diem rate is not applicable and meals were required:

Breakfast	\$15.00;	Lunch	\$20.00;	Dinner	\$35.00
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10. Where meals are otherwise provided, the per diem for those meals must be deducted from the per diem.

Other Expenses:

11. Conference fees – at actual cost
12. Course Registration and Materials – at actual cost
13. Telephone, Facsimile & Internet Connectivity charges – at actual cost



STAFF REPORT

DATE: April 26, 2014

FROM: Joan Merrick, Chief Administrative Officer

SUBJECT: Moresby Island Management Committee – Recommended Bylaw

Recommendation:

THAT the Chief administrative Officer's report entitled "Moresby Island Management Committee – Recommended Bylaw" be received;

Background:

Staff has previously reported to the Board regarding issues related to various committees including the Moresby Island Management Committee. At the May 24, 2013 meeting the Board passed the following resolution:

Excerpt from resolution #247-2013:

Staff be directed to undertake the following:

1. *Consult with the Ministry of Community, Sport and Cultural Development and the Municipal Insurance Association (MIA) to draft new bylaws for the Moresby Island Management Committee and the Haida Gwaii Recreation Commission that will address the concerns outlined in the February 7, 2013 staff report entitled "Moresby Island Management Committee"; and*
2. *Seek a legal opinion on the structure of committees*

AND FURTHER THAT the "Accountability Standards for Regional District Committee and Commissions" policy be adopted as presented.

Discussion:

This report and the accompanying "draft bylaw" are for the Moresby Island Management Committee (MIMC). Staff will, in the near future, also bring forward recommendations and a draft bylaw for the Haida Gwaii Recreation Commission.

The issue of the Board delegating its authority is complex. Foremost, while the Board has the ability to delegate its authority to a committee, it must be done within the parameters of the Local Government Act (LGA). In addition, the Municipal Insurance Association (MIA) has stipulated that the Regional District must be in compliance with the applicable legislation and that they must maintain "care and control" over its services in order to be covered by the association's liability insurance policy (LPA).

To further complicate this issue, the community of Sandspit through MIMC, has been allowed to function somewhat independently from the Regional District which has created an expectation of continued autonomy. In October 2013, Staff received a request to consult with MIMC and the community of Sandspit regarding the proposed updates to the bylaw. In addition, MIMC requested that the bylaw include the following:

- that members be elected;
- the ability to establish sub-committees;
- an expanded mandate; and
- an enhanced scope of powers.

The MIMC report is attached for reference. (appendix A)

It is important to keep in mind that MIMC is a committee of the Regional District. It is not a separate entity and is bound by the terms and conditions set by the Regional District. While staff could, if directed, undertake consultation in the community the information leading up to this report and the rewrite of the committee bylaw has already been shared with MIMC and discussed at a public meeting. Ultimately, the Board must follow the requirements of the LGA if it wishes to delegate its authority to a committee, and the Board must also meet the requirements by MIA if it wishes to ensure that the actions of the committee are covered under the Regional District's liability insurance. To that end much of what MIMC has requested is not feasible, given the restrictions faced by the Regional District.

This report is separated into two parts; firstly, information pertaining to the legislation and risk management; and secondly, the proposed changes to the MIMC bylaw.

Part 1: Legislation and Risk Management

Delegation:

A Board can choose different bodies to delegate responsibility for the operation and administration of services. Within the LGA, the four main bodies are standing committees, advisory committees, commissions, and local community commissions.

Standing Committees - Section 795(2) of the LGA provides that the Board Chair may establish standing committees, for matters the Chair considers would be better dealt with by committee, and may appoint persons to those committees.

Advisory Committees - The legislation does not explicitly mention advisory committees. However, the board's ability to establish committees is implicit in broad corporate powers.

Commissions - Section 176(1) (g) of the LGA provides regional district boards with the powers to establish commissions to:

- operate services of the regional district;
- undertake operation and enforcement in relation to the regional district's regulatory authority; and
- manage property, or an interest in property, held by the regional district government.

Local Community Commission - Section 838 of the LGA provides the authority for a regional district board to establish elected local community commissions. The board must specify in a delegation bylaw what particular service or services a local community commission is responsible for and the level of decision making with respect to those services which are delegated. This could mean that the role of the local community commission is advisory or that it has responsibility for the operation and administration of a service.

Section 800.2. of the LGA, “Special Options for Establishment Bylaws”, provides additional flexibility to delegate the operation and administration of services when a service is established, within the service establishment bylaw.

What does delegation mean? In short, the delegated body has scope for independent action within a policy and legal framework established by the Board. Once the Board has delegated a power, duty or function, the delegated body has the responsibility to act within parameters that the Board has set out. This means that, in most circumstances, a Board cannot “second guess” or interfere with a delegated bodies’ decision making, but it can withdraw the delegation if it is dissatisfied.

Liability Coverage:

The Regional District as a member of the Municipal Insurance Association of BC (MIA) is provided liability protection in accordance with the terms and conditions of a standard Liability Protection Agreement (LPA).

In Staff’s discussion with various committees, there appears to be the expectation that by merely being a “committee of the RD” there is automatic protection for activities that the committees may decide to undertake. Over the years, this expectation developed as committees were primarily left to operate without any direction or input from the RD.

Staff has been in communication with MIA and their solicitor in order to clarify the issue of liability coverage for MIMC. In short, MIA has stated:

- The Regional District is only insured for Regional District services, established by bylaw or as otherwise provide in the LGA.
- If a liability arose out of providing or managing services which were not SQCRD services, or for involvement in or administering a services not contemplated by their appointment the committee members would not be covered by the LPA.
- Committee members must be appointed by the SQCRD Chair to qualify for coverage, any subcommittees appointed by a committee, rather than by the Chair, would not be covered.
- The committee’s activities need not be confined to purely advisory to qualify for coverage, since coverage is dependent upon the structure and appointment of the committee membership. Provided that committee members are appointed by the Chair of the SQCRD and are acting within the scope of their delegated authority, they will be covered.

- The responsibility for risk management lies with the SQCRD. To ensure that any service being operated is done in a manner that would not create any undue risk the SQCRD must maintain “care and control” of its services. In other words, although the SQCRD can delegate the management of services there should be a level of oversight by the Board to ensure that the Board is aware of any risks and can take steps to mitigate that risk.

Part 2: MIMC Bylaw

Staff have worked with both the SQCRD and MIA legal advisors to draft a committee bylaw (attached) that addresses both the legislative and risk management concerns identified above.

The October 15, 2013 MIMC committee report (attached) includes recommendations in relation to the structure of the committee; including:

1. That the members be elected
2. That the Area E Director and Gwaii Trust Representative be included as “ex-officio” members (An ex officio member is a member of a body who is part of it by virtue of holding another office.)
Note: 1 and 2 are covered under “election versus appointment” below
3. MIMC retain the ability to appoint sub-committees
Note: 3 and 5 are covered under “sub-committees” below
4. MIMC’s mandate to be expanded to include co-ordination of emergency planning
Note: 4 and 6 are covered under “powers” below
5. MIMC establish terms of reference for each sub committee
6. That the Board maintain or enhance MIMC’s scope of powers

While staff can appreciate the desire by the committee to continue the status quo or even to enhance their responsibilities, the Board’s ability to do so is limited both by the legislation and the Regional District’s insurers.

The current MIMC bylaw (no. 388, 1999) has been completely rewritten in the new draft bylaw (no. 579; attachment B. Much of the preamble and content is the same or similar to the previous bylaw, however the following outlines of the significant changes included in the draft bylaw:

Powers:

In bylaw 388, MIMC was given “administrative powers” in respect of several Regional District services including: water, house numbering, economic development, and recreation. In addition, the committee was also granted “administrative powers” for services that have not been established by the Regional District or are under the mandate of other organizations including: street lighting, harbours, cemeteries, airports. Nor does Bylaw 388 define “administrative powers”.

In the draft bylaw, staff has specified three distinct types of powers. The distinction between the powers should eliminate any confusion over the roles and responsibility of the committee and the power delegated to them. The powers include:

1. **Administrative Powers** means the ability to undertake activities required for the day to day functioning of the Committee; which shall include all matters pertaining to

developing and maintaining relevant policies, and all financial and administrative duties required for the continued operation of the committee within guidelines set by the Board.

2. **Advisory Powers** means the ability of the Committee to consider issues pertaining to matters delegated or referred to the Committee by the Board and to make recommendations to the Board on those issues.
3. **Management Powers** means the ability to operate a service, as delegated within this bylaw; including all matters pertaining to the physical operation of the service such as operating, maintaining, repairing, engineering, or constructing. Management Powers may also include the financial management of such service if expressly delegated within the Bylaw.

In relation to MIMC's authority for "services" delegated in bylaw 388 the following applies:

- **Water** – MIMC currently is responsible for the "works management" for the Sandspit Water Service, while the Regional District is responsible for the "financial management". However, MIMC is currently paying the operating expenses through a "grant" provided by the Regional District.

Under the new bylaw MIMC would be granted "Management Powers" so the works management would continue. However, the Board should consider if it wishes to have the Regional District assume full responsibility for the accounting or continue to allow MIMC the responsibility for the operating expenditures of the water system.

- **The Committee** – there would be no change. MIMC would continue to have "Administrative Powers" which would allow for all financial and administrative duties required for the continued operation of the committee.
- **Sewer, Street Lighting, Cemeteries** – there are no existing Regional District services for these, therefore MIMC should not be delegated any authority for such. However, if a need for these services arises in the future the Board could refer the matter to MIMC for consideration and if required delegate either "Advisory" or "Management" power to MIMC once a service has been duly established.
- **House Numbering, Community Development (Planning)** – the planning service including house numbering is managed by staff. These services should stay under the control of the Regional District and should not be delegated to MIMC. In addition, the Moresby Island Advisory Planning Commission has been tasked with providing input to the RD on land use matters for Area E.
- **Recreation** – the Haida Gwaii Recreation Service (bylaw 340) is the only recreation service established for Area D & E. Responsibility for this service has been delegated to the Haida Gwaii Recreation Commission (HGRC). Any recreation activities that MIMC wishes to have covered as part of the HGRC programming must be vetted and approved by the HGRC Coordinator.

In addition, there is no established service to encompass other "recreation like" activities in Sandspit such as the community hall or Logger's Sports Day. MIMC should not assume any responsibility for hosting, managing, coordinating, sponsoring or otherwise taking responsibility for these activities. Should the Board choose, they could delegate

MIMC the authority to act in an advisory capacity to a third party responsible for these activities.

The issue of not having an established service for the community hall has been ongoing for some time. Staff will undertake an approval process to establish a service for the hall in 2014. Should a service be established the new bylaw could be amended to provide additional delegated responsibility to MIMC. However, MIMC is proposing that the hall be operated by a “sub-committee”; which the new bylaw does not allow. Should a new service be established, Staff recommends, that a new committee be created and delegated authority for the operation of the hall and that, and if the Board wishes, that MIMC be delegated “advisory powers” in relation to that service.

- **Fire Protection** – the current service establishment bylaw for Sandspit Fire Service is not for the operation of the fire service, rather it is to provide a grant to a third party to aid in funding the service. In the current bylaw, MIMC is empowered to provide a recommendation regarding the annual budget for fire protection. In the new draft bylaw MIMC is provided “Advisory Powers” with respect to the providing input to the Regional District regarding the Fire Protection budget. For 2014, neither MIMC nor the Fire Department submitted a budget request to the RD.

Note: The Sandspit Fire Department is required to carry their own liability insurance as they are a separate entity from the Regional District and not considered by MFA to be within the scope of the LPA.

- **Emergency Planning** – in the current bylaw MIMC has not been given any delegated authority for Emergency Planning. There is an “informal” committee (SEPP) of dedicated volunteers in the community that have taken on responsibility for the coordination of emergency planning in Sandspit. It is very important that this group of volunteers be supported as they serve as a vital component for emergency response.

MIMC has requested that their mandate be expanded to include emergency planning and preparedness. The new bylaw provides MIMC “Advisory Powers” for Emergency Planning which could provide the opportunity, through the Board, to provide guidance and set direction for future emergency planning initiatives.

However it is important to note that if an emergency requiring activation of the Emergency Operation Center occurs then the CAO as Emergency Management Coordinator, for the whole of the Regional District, would assume the authority, without input from the Committee, to undertake all actions necessary to respond to the emergency. In other words, the committee would be given advisory powers in regard to planning but not for implementation or emergency response.

- **Economic Development** – the SQCRD economic development service includes all four electoral areas with funding from the NDIT Economic capacity grant. The grant is split with \$17,500 provided to the Misty Isles Economic Development Society (MEIDS) and the remainder used for the “mainland” electoral area initiatives. Given that MIEDS is tasked with undertaking economic development for Haida Gwaii, including Area E, it would seem to be counterproductive to have MIMC undertaking separate economic development activities. In addition, the economic development service is a joint service of all four electoral areas, so any activities entered into by MIMC could have potential

impact for the other areas. Therefore, staff has limited the delegated authority within the new bylaw to advisory powers.

- **Harbours, Airports** – These are not Regional District services and therefore the SQCRD cannot delegate any authority to MIMC in regard to them. However, if requested the Regional District could appoint a representative to the Harbour or Airport Authority board.
- **New Authority** – the new bylaw also includes advisory powers for Grant-in-Aid, Islands Solid Waste, and Haida Gwaii Recreation. Adding advisory powers for these services will provide an opportunity for the committee to have input into all of the Regional District services that Electoral Area E currently participates in, with the exception of Administration and Electoral Area Administration.

Election versus Appointment:

The current bylaw includes provisions for the Committee to hold an election every three years. In the past these elections have been held in conjunction with the provincially legislated local government elections and undertaken by Regional District Staff. Following the election the names of those elected were provide to the Board and appointed by resolution.

During the 2011 election, it became apparent that many of the community members view the MIMC election as a legislated process with many of the same rules and procedures as local government elections. However, other than those provisions included in the bylaw there is no legislation governing these proceedings.

The LGA (section 795(2)) specifically states that committee members must be appointed by the Chair of the Board. While the Chair could veto any of the “elected” MIMC members and appoint members who were not elected, the expectation is that those names put forth through the election process would be appointed.

In the new bylaw Staff have included an opportunity for the community to nominate individuals for appointment but not the more formal election process as previously done. While MIA has stated that they would support the continuation of an election process, they were also clear that the right to appoint any member to the Committee must remain with the Chair, as per the LGA, in order for the committee to be covered by MIA. Staff feels strongly that a nomination process is more appropriate than an election. The nomination process could be undertaken by Staff every two to three years (or such other time as specified in the bylaw).

Should the Board decide to include an election process in the bylaw Staff recommends that the process be undertaken separately from the local government elections and that a clear process be established of how the elections would be undertaken, and the right of the Chair to veto any names put forth through that process.

Sub-Committees:

MIA has stated that any sub-committees would not be covered under the LPA. This is due to two reasons: 1) that the committees must be appointed by the Chair as required in the LGA, and 2) that the care and control of any activities undertaken on behalf of the Regional District must remain with the Regional District.

The new bylaw prohibits MIMC from establishing any sub-committees. However, should the need for an additional committee arise the Regional District could establish a new committee and appoint members as required.

Sandspit Community Society:

There is a newly formed society in Sandspit which was created in part to allow for the management of the tourist information center located in the Sandspit Airport. To staff's knowledge the Society has also taken over some of the recreation activities for the community. This Society may be an appropriate vehicle for the community to take on additional activities that are not related to Regional District services. For example, if the referendum for the community hall service establishment bylaw were to be defeated, the Society may be an appropriate third party to assume the responsibility for running the hall. It is important to note that any third party is a separate entity from the Regional District and is not covered by the RD's insurance.

Summary:

The proposed changes to the MIMC bylaw have been done with the intent to clarify the role of MIMC, to fit within the relevant legislation, and to address risk management concerns.

While the Committee may view the changes as restricting their authority, that is not the intention, rather the changes are meant to fit within the applicable legislation, provide clear direction from the Board as to the level of authority the Board has delegated to the Committee, and to address the concerns raised by MIA.

Staff is seeking direction from the Board in relation to the next steps. If the Board is satisfied with the new draft bylaw it could be included on the next agenda for three readings and adoption.

Moresby Island Management Committee



#1 Airport RD • PO Box 33, Sandspit, BC V0T-1T0 • T 250-637-2466 • F 250-637-2326 • MIMC@qcislands.net

COMMITTEE REPORT

DATE: October 15, 2013
TO: SQCRD Board of Directors
FROM: Moresby Island Management Committee
SUBJECT: Issues requiring attention/action

Introduction:

The following issues were discussed at the **October 10th 2013** regular meeting of the Moresby Island Management Committee and require the attention of the Board at their earliest convenience.

A) Proposed Changes to Bylaw 388.

File # 2013-069

RECOMMENDATION:

THAT the board instructs staff to consult with MIMC and the community of Sandspit on updating the MIMC bylaw and that the Board include the following in any updated MIMC bylaw:

- 1) That MIMC members at large are elected from Moresby Island Electors.
- 2) That the elected Area Director and Gwaii Trust Rep for Area E are included as ex-officio committee members.
- 3) That the MIMC retains the ability to appoint sub-committees for the purpose of undertaking work within MIMC's mandate.
- 4) That MIMC's mandate be expanded to include the coordination of emergency planning and preparedness in Area E either directly or via a sub-committee, such as the Sandapit Emergency Preparedness Committee.
- 5) That MIMC is required to establish terms of reference for each of its sub-committees for review and approval by the Board.
- 6) That the Board maintain and/or enhance the scope of the powers of MIMC in line with the intent of the authors of Bylaw 388 and the wishes of the residents of Area E, including the maintenance of all of the responsibilities outlined under Section 6(f) of Bylaw 388. With the provision that powers will not be exercised for if the Regional District does not have the authority to undertake those services through a service establishment bylaw or some other legal means.

BACKGROUND/DISCUSSION:

Over the past year the SQCRD Board and Staff have undertaken some analysis of risk, compliance, efficiency, and effectiveness with regards to the delegation of powers to various committees. This review is an ongoing process that has resulted in the disbandment of several committees and in the restriction of the powers of others.

Although MIMC agrees that developing a clearer delineation of roles and responsibilities and the establishment of reasonable and effective methods of accountability and control is a prudent, timely, and valuable exercise we feel that in the case of MIMC the approach to this end implied by various staff reports and Board resolutions is directly at odds with the wishes of Moresby Island

Electors, which is to see services delivered in line with the wishes and values of the community in an efficient and effective manner.

The committee has discussed this issue at length and we are all unanimously in support of retaining MIMC's elected structure and maintaining and/or enhancing MIMC's powers and responsibilities. The committee (and other committees on Haida Gwaii) were established to serve local needs for which the Regional District was unable to address either efficiently or effectively for various reasons (most notably the distance from the community and the very real disconnect associated with that distance). The committee feels strongly that the underlying reasons for the establishment of a decentralized governance structure are still present at this time, and may have become more prominent over recent years.

The recommendations above outline the Committees position on this issue. We strongly support change that incorporates all of those conditions and, conversely, we will oppose any change that does not incorporate all of those conditions.

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

Bylaw No. 579, 2014

A Bylaw to establish the Moresby Island Management Standing Committee

WHEREAS pursuant to section 795(2) of the *Local Government Act*, the Chair may establish standing committees for matters the Chair considers would be better dealt with by committees, and may appoint persons to those committees;

WHEREAS pursuant to section 176(1)(e) of the *Local Government Act*, a Board may, by bylaw, delegate to committees its powers, duties and functions; and

WHEREAS the Chair wishes to establish the Committee and the Board wishes to delegate to the Committee certain of its powers, duties and functions;

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

1. Citation

This Bylaw shall be cited for all purposes as the “Moresby Island Management Standing Committee Bylaw No. 579, 2014”.

2. Definitions

In this Bylaw:

- (a) **“Administrative Powers”** means the ability to undertake activities required for the day to day functioning of the Committee; which shall include all matters pertaining to developing and maintaining relevant policies, and all financial and administrative duties required for the continued operation of the Committee within guidelines set by the Board;
- (b) **“Advisory Powers”** means the ability of the Committee to consider issues pertaining to matters delegated or referred to the Committee by the Board and to make recommendations to the Board on those issues;
- (c) **“Management Powers”** means the ability to operate a service, as delegated within this Bylaw; including all matters pertaining to the physical operation of the service such as operating, maintaining, repairing, engineering, or constructing. Management Powers may also include the financial management of such service if expressly delegated within this Bylaw;
- (d) **“Board”** means the Skeena-Queen Charlotte Regional District Board of Directors;
- (e) **“Chair”** means the Chair of the Skeena-Queen Charlotte Regional District;
- (f) **“Chief Administrative Officer”** means the person appointed by the Board as the Chief Administrative Officer;

- (g) **“Committee”** means the Moresby Island Management Standing Committee, as established by this Bylaw;
- (h) **“Committee Chair”** means the Chair of the Committee elected in accordance with this Bylaw;
- (i) **“Director”** means any Director of the Board, or his or her alternate appointed to the Committee;
- (j) **“Electorate”** means any persons who are the age of majority and reside or own property within the Service Area; and
- (k) **“Service Area”** means the whole of Electoral Area E (Moresby Island).

3. Committee Membership

- (a) The Committee shall consist of the following members:
 - (1) at least one Director, appointed by the Chair in accordance with this Bylaw; and
 - (2) such other persons who are eligible to serve on the Committee, appointed by the Chair in accordance with this Bylaw.
- (b) All those persons who are the age of majority and reside or own property within the Service Area are eligible to serve on the Committee.

4. Method of Appointment

- (a) The Chair shall appoint at least one Director to the Committee and shall make the initial appointments to the Committee.
- (b) Thereafter, a public nomination process will be held, not later than October every three years, for the purpose of providing the Electorate of the Service Area with an opportunity to nominate persons who are eligible to serve on the Committee.
- (c) Within thirty (30) days of the end of the nomination process, the Committee will submit the names of the persons nominated to the Chair for consideration.
- (d) Upon receipt of the names of the nominated persons, the Chair may appoint any of the persons nominated to the Committee or may post a public notice for further nominees in accordance with section 4(e) below.
- (e) In the event of a vacancy between appointments, due to death, resignation or termination, the Chair shall appoint a replacement by posting public notice of the vacancy and inviting eligible candidates to submit their names directly to the Chair for consideration within 30 days of the posting of the notice, in which case the Chair will appoint a person to fill the vacancy as soon as reasonably practical after the close of the notice period.
- (f) The Chair may consult with the Board and other persons in making an appointment to the Committee, but is not bound by the recommendations of the Board or other persons.

- (g) The Chair may terminate the appointment of a Committee member at any time.

5. Procedure

- (a) The Committee Chair shall be elected annually by a majority vote of all Committee members.
- (b) A quorum of the Committee shall be the majority of its members.
- (c) All decisions of the Committee shall be made by a majority of the members present at the meeting, with each member having one vote.
- (d) Regular Committee meetings shall be:
 - (1) held once a year, with additional meetings held as necessary, as determined by the Committee; and
 - (2) open to the public.
- (e) Special Committee meetings shall be:
 - (1) called by resolution of the Committee at a regular meeting; or
 - (2) called at the request of two or more members of the Committee; and
 - (3) open to the public, subject to section 5(g) below.
- (f) Notice of special meetings, by such means as the Committee deems reasonable, shall be provided to members of the Committee and residents of the Service Area at least 48 hours in advance of the meeting.
- (g) All or part of a meeting may be closed to the public in accordance with the Skeena-Queen Charlotte Regional District Procedure Bylaw No. 470, 2005, as may be amended from time-to-time.
- (h) Where this Bylaw and the Skeena-Queen Charlotte Regional District Procedure Bylaw No. 470, 2005, as may be amended from time to time, are silent, Roberts Rules of Order, Newly Revised, shall apply to the conduct of Committee meetings.
- (i) Minutes shall be kept for all meetings of the Committee and a copy of such minutes shall be forwarded to the Chief Administrative Officer.

6. Delegated Powers and Responsibilities

- (a) The powers delegated to the Committee, except as otherwise provided by bylaw, shall include:
 - (1) Subject to the provisions otherwise contained in this Bylaw and Part 24 of the *Local Government Act*, the Committee is empowered to exercise the Administrative Powers with respect to the Committee;
 - (2) Subject to the provisions otherwise contained in this Bylaw and Part 24 of the *Local Government Act*, the Committee is empowered to exercise Advisory Powers with respect to the following:

- (a) Grant in Aid
- (b) Economic Development
- (c) Emergency Planning
- (d) Sandspit Fire Protection Budget
- (e) Islands Solid Waste
- (f) Haida Gwaii Recreation
- (g) Other matters as referred to the Committee by the Board from time to time;

(3) Subject to the provisions otherwise contained in this Bylaw and Part 24 of the *Local Government Act*, the Committee is empowered to exercise Management Powers with respect to the following:

- (a) Sandspit Water System.
- (c) The Committee shall not exercise any powers, functions or responsibilities not expressly set out in this Bylaw.
- (d) The Committee shall not undertake any initiatives or commitments that may be binding on the Committee or the Skeena-Queen Charlotte Regional District without receiving the prior approval of the Board.
- (e) The Committee shall not enter into any contracts on behalf of the Skeena-Queen Charlotte Regional District. All contracts shall be signed by the Board, or by a delegate who has been authorized by the Board to sign contracts on behalf of the Board.
- (f) On or before November 30th each year, the Committee shall prepare and submit to the Board an annual budget, in a form satisfactory to the Chief Administrative Officer, which shall include detailed estimates of its receipts from every source and expenditures for every purpose for the following year, and such annual budget shall be considered by the Board and may be rejected or accepted, in whole or in part, at the Board's discretion.
- (g) The Committee shall not, without the Board's prior approval, expend any funds except as set forth in the approved budget and shall not enter into any undertaking, obligation, commitment, or liability that would cause the Committee's annual budget, as approved by the Board, to be exceeded.
- (h) The Committee shall institute such controls and authorization procedures over revenues and expenditures as the Skeena-Queen Charlotte Regional District may, from time to time, require.

7. Reporting Obligations

- (a) The Committee shall forward to the Chief Administrative Officer the agenda and minutes of all meetings of the Committee.
- (b) The Committee will communicate regularly and liaise with the Chief Administrative Officer respecting the exercise of the Committee's powers, duties and functions, as specified in this Bylaw.

- (c) The Committee will abide by the Accountability Standards for Regional District Committees and Commissions Policy as adopted or amended by the Board.

8. No Delegation by a Delegate

A person to whom a power, duty or function has been delegated under this Bylaw has no authority to further delegate to another person any power, duty or function that has been delegated by this Bylaw.

9. Sub-committees

The Committee may not appoint Sub-Committees. Matters the Committees feels would be better dealt with by a third party may, at the discretion of the Board, be delegated to another committee established by the Board for that purpose.

10. General

- (a) The title to any real property, equipment or chattels, leases and agreements of any kind, shall be registered in the name of the Skeena-Queen Charlotte Regional District, and the same shall be the property of the Skeena-Queen Charlotte Regional District and shall not be disposed of without the approval of the Skeena-Queen Charlotte Regional District.
- (b) All members of the Committee shall serve without remuneration, save and except to the extent that Committee members may be reimbursed for travel and out-of-pocket expenses in accordance with the policies of the Skeena-Queen Charlotte Regional District.
- (c) To enable the Committee to perform its functions and to carry out its duties in accordance with the intent and purpose for which the Committee was established, the Chief Administrative Officer may, whenever required and without the direct instruction of the Board, give to the Committee such assistance as it may reasonably require.

11. Scope of Bylaw

For clarity, subject to the *Local Government Act*, unless a power, duty or function of the Board has been expressly delegated by this Bylaw or another Skeena-Queen Charlotte Regional District bylaw, all of the powers, duties and functions of the Board will remain with the Board.

12. Severability

If any portion of this Bylaw is held invalid by a court of competent jurisdiction, then the invalid portion shall be severed and the remainder of this Bylaw shall be deemed to have been adopted without the severed portion.

13. Repeal

Bylaws No. 352, 1998; 373, 1999; and 388, 1999 and all subsequent amendments, are hereby repealed.

Read a FIRST TIME this _____ day of _____, 20____.

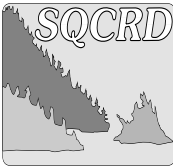
Read a SECOND TIME this _____ day of _____, 20____.

Read a THIRD TIME this _____ day of _____, 20____.

ADOPTED by an affirmative vote of
at least 2/3 of the votes cast this _____ day of _____, 20____.

Barry Pages
Chair

Joanne Fraser
Corporate Officer



STAFF REPORT

DATE: April 26, 2014
FROM: Daniel Fish, Deputy Corporate Officer
SUBJECT: Videoconferencing Options

Recommendation:

THAT the staff report entitled “Videoconferencing Options” be received;

BACKGROUND:

In May of 2013, staff had begun investigating the option of attending Skeena-Queen Charlotte Regional District Board meetings via videoconferencing. In testing the connection between the Community Futures Pacific Northwest and Village of Queen Charlotte offices, staff found that the broadband connection on Haida Gwaii was not capable of supporting the features required to effectively videoconference.

As per directive from the Board, staff has been reinvestigating the option of attending Regional District Board meetings via videoconferencing.

DISCUSSION:

Staff has been in contact with the Village of Masset, the Village of Port Clements and the Village of Queen Charlotte to discuss the videoconferencing capabilities of each. The Village of Masset has not actively investigated the possibility of providing videoconferencing capabilities in its office and, as of April 2014, has no plans to do so.

Conversely, the Village of Port Clements is equipped with videoconferencing capabilities, but has alerted Regional District staff that the broadband connection does not adequately support the video or audio requirements that allow for effective communication.

On April 3, 2014, staff initiated a videoconference test with the Village of Queen Charlotte and determined that the broadband connection was able to support videoconferencing capabilities.

There are a number of hardware and software solutions available for the purpose of videoconferencing.

RECOMMENDATION

Staff is proposing that the October 17, 2014, SQCRD Regular Board meeting, which is scheduled to be held via teleconference, be held via videoconferencing. Specifically, staff is suggesting that Island Directors attend the meeting at the Village of Queen Charlotte municipal office, while the Mainland Directors attend the meeting at the Community Futures Pacific Northwest Office, both of which are equipped with videoconferencing capabilities. This will allow the Board to test the videoconferencing capabilities, firsthand, and make an informed decision on whether or not to proceed with further investigation into specific software and hardware solutions.

Joan Merrick (SQCRD)

Subject: FW: Controlled Access Highway Proposal - Port Edward Arterial 599R

From: Wiedeman, Lori TRAN:EX [<mailto:Lori.Wiedeman@gov.bc.ca>]
Sent: February-25-14 1:15 PM
To: 'Joan Merrick (jmerrick@sqcrd.bc.ca)'
Cc: Gibson, Rena TRAN:EX; Penner, Randy D TRAN:EX
Subject: Controlled Access Highway Proposal - Port Edward Arterial 599R

Hi Joan,

Further to my voice mail, this will confirm that the Ministry of Transportation and Infrastructure is proposing to designate the Port Edward Arterial 559R (Skeena Drive) as a Controlled Access Highway. The intent of Controlled Access Highways is to preserve a reasonable level of service to long-trip vehicles on the major highway and street system, and to enhance safety by working closely with the Regional District and key stakeholders to:

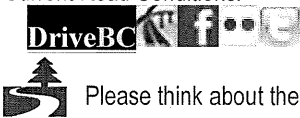
- Promote a balanced hierarchy of road facilities in all areas;
- Discourage urban sprawl in rural areas;
- Limit points of access to trunk high-speed highways; and
- Regulate land use within the controlled area (i.e. subdivisions, developments, road closures, etc).

The last bullet is the one that I feel most pertains to the District of Port Edward in relation to the potential developments that have been proposed. In order to ensure that the ministry fully considers all perspectives, please reply with your comments regarding this proposed designation.

Once I have received feedback from the District of Port Edward, the Skeena/Queen Charlotte Regional District, and the local MLA, the request will be taken through an approval process, with final approval by the Minister. The full process may take a few months, and I will keep you informed of the final result. Please let me know if you have any questions regarding this matter.

Lori Wiedeman
District Manager, Skeena District
 Ministry of Transportation and Infrastructure
 Office: (250) 615-3967 | Cell: (250) 641-1699 | email: Lori.Wiedeman@gov.bc.ca

Current Road Conditions:



Please think about the environment before you print

Daniel Fish

From: Joan Merrick (SQCRD) <jmerrick@sqcrd.bc.ca>
Sent: Monday, April 14, 2014 12:09 PM
To: dfish@sqcrd.bc.ca
Subject: FW: Controlled Access Highway Proposal - Cemetery Road 1022R; Skidegate one-way to 7th Street 1022R; Skidegate one-way 1020R
Attachments: Haida Gwaii controlled access proposal (823 KB)

From: Wiedeman, Lori TRAN:EX [<mailto:Lori.Wiedeman@gov.bc.ca>]
Sent: April-08-14 9:44 AM
To: 'Joan Merrick (jmerrick@sqcrd.bc.ca)'
Subject: RE: Controlled Access Highway Proposal - Cemetery Road 1022R; Skidegate one-way to 7th Street 1022R; Skidegate one-way 1020R

Further to my email, I had an inquiry about whether there was a map of the proposed Controlled Access Highway. Therefore, I felt it would be helpful to provide one (attached). Please let me know if you have any questions.

Lori

From: Wiedeman, Lori TRAN:EX
Sent: Tuesday, April 8, 2014 8:52 AM
To: 'Joan Merrick (jmerrick@sqcrd.bc.ca)'
Cc: Gibson, Rena TRAN:EX; Penner, Randy D TRAN:EX
Subject: Controlled Access Highway Proposal - Cemetery Road 1022R; Skidegate one-way to 7th Street 1022R; Skidegate one-way 1020R

Hi Joan,

The Ministry of Transportation and Infrastructure is proposing to designate Cemetery Road (1022R), Skidegate one-way to 7th Street (1022R) and Skidegate one-way (1020R) as a Controlled Access Highways. The intent of Controlled Access Highways is to preserve a reasonable level of service to long-trip vehicles on the major highway and street system, and to enhance safety by working closely with the District and key stakeholders to:

- Promote a balanced hierarchy of road facilities in all areas;
- Discourage urban sprawl in rural areas;
- Limit points of access to trunk high-speed highways; and
- Regulate land use within the controlled area (i.e. subdivisions, developments, road closures, etc).

In order to ensure that the ministry fully considers all perspectives, please reply with your comments regarding this proposed designation.

Once I have received feedback from the Village of Queen Charlotte, the Skeena/Queen Charlotte Regional District, and the local MLA, and assuming there is support, the request will be taken through an approval process, with final approval by the Minister. The full process may take a few months, and I will keep you informed of the final result. Please let me know if you have any questions regarding this matter.

Lori Wiedeman
District Manager, Skeena District
Ministry of Transportation and Infrastructure

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	
<u>Action</u>	<u>Update</u>
<ul style="list-style-type: none"> Design the strategy within three months 	
<ul style="list-style-type: none"> Identify who needs to be involved with the Regional District in advocating a coordinated position 	
<ul style="list-style-type: none"> Describe and implement its advocacy approach 	<p><u>June</u> - that staff arrange meetings with the relevant Ministries at UBCM 277-2013</p> <p><u>Sept</u> – Meeting with MoTI arranged during UBCM</p> <p><u>Nov</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</u> - The Board responded to the MoT closure of the Sandspit Wharf to the public. Letter sent.</p> <p><u>Feb</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</u> – Follow-up on replies (from above) required</p>
<ul style="list-style-type: none"> Share with its communities the results of its advocacy work 	

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	
<u>Action</u>	<u>Update</u>
<ul style="list-style-type: none"> Research other models and design a strategy within six months 	<p><u>July</u> – staff circulated information regarding the Peace River Fair Share Agreement to all Board members</p> <p><u>Sept</u> – staff circulated a report from the Kitimat-Stikine RD and City of Terrace entitled “Revenue Sharing in Northwestern BC”</p> <p><u>Sept</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 	
<ul style="list-style-type: none"> Describe and implement its advocacy approach 	<p><u>June</u> – that staff arrange meetings with the relevant Ministries at UBCM 277-2013</p> <p><u>Sept</u> – Met with Premier and Minister Oakes at UBCM</p> <p><u>Dec</u> – Staff attended a teleconference meeting with Min. Oakes to discuss impact on communities.</p> <p><u>April</u> – Board to provide input into what support is required to address the lack of resources.</p>
<ul style="list-style-type: none"> Share with its communities the results of its advocacy work 	

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	
<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>June</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</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>June</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</u> - Staff was directed to explore developing a C2C application on Haida Gwaii to support the protocol process.</p> <p><u>Sept</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</u> – C2C has been approved and Staff is working with the HG CAO's to coordinate a C2C forum in Tlell on March 5th. Cancelled</p> <p><u>April</u> – Mainland C2C scheduled for June 19th and 20th</p>
<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 	

1. Regional Leadership and Advocacy (Continued)

Design how a long-term coordinated Regional Plan could be developed, involving all key stakeholders	
<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>Sept – 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>Nov – Staff is currently participating as a member of a working group to identify impacts from large scale industrial development for the region.</p>

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

Improve the effectiveness of emergency management for the Region	
<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>June</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</u> – Staff attended sessions on Tsunami Planning held in Prince Rupert and various locations on Haida Gwaii in June</p> <p><u>Sept</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</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>SQCRD sponsored Evacuation Response training through EMBC to be hosted in Prince Rupert April 30th. Course was also planned for Haida Gwaii but was cancelled.</p>

2. Emergency Planning and Preparedness (Continued)

Increase the knowledge and abilities of volunteers to respond effectively to emergencies at the local level	
<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><u>June</u> – while on Island for the EMBC sessions, staff will be talking with local contacts regarding formalizing the emergency response groups.</p> <p><u>Dec</u> – 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>
<ul style="list-style-type: none"> Develop community-specific Response Protocols 	No action to date

2. Recycling on Haida Gwaii

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

Review and decide on the future direction for Recycling on Haida Gwaii	
<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>June</u> - Staff to circulate updated Island Recycling power point</p> <p><u>June</u> - Staff to develop strategies for more communication with public</p> <p><u>Dec</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><u>April</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>
<ul style="list-style-type: none"> Identify what is the most effective way of consulting with the community on future options 	
<ul style="list-style-type: none"> Decide on the future direction and communicate effectively those decisions with all of Haida Gwaii 	

3. Governance Structure for Sandspit [Review: Aug; Nov; Mar; Jun; Oct]

Resolve what the future governance structure should be for Sandspit	
<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</u> – no action taken to date.</p>
<ul style="list-style-type: none"> Identify what the various options and costs would be for conducting a restructuring study 	<p><u>May & June</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</u> – Staff meeting with Ministry staff at UBCM</p> <p><u>Dec</u> – the Ministry is in the process of writing to the Board regarding the possibility of doing a “mini-study” for Sandspit</p>

4. 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	
<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</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>
<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</u> – Northern Health attended the October Board meeting to talk about water quality and options for Sandspit.</p> <p><u>Dec</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>June</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>Sept – 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>Sept – 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>