



**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT
REGULAR BOARD MEETING AGENDA
100 1st Avenue East, Prince Rupert, BC
Friday, May 24, 2013
(Following the 7pm Regional Hospital District Board meeting)**

- 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 (SQCRD) Board held April 20, 2013	Pg 1-8
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4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

4.1	Moresby Island Management Committee (MIMC) – Minutes of the April 11, 2013 Meeting <u>Note:</u> March 7, 2013 MIMC meeting minutes pending Board receipt	Pg 9-12
4.2	Moresby Island Management Committee – April/May Communications Report	Late Item

5. DELEGATIONS

5.1	Steve Kietzmann, Carlyle Shepherd & Co. <u>Re:</u> Presentation of the draft Audited Financial Statements for the period ending December 31, 2012 (Refer to Agenda Item 6.1 – SQCRD Financial Statements)	-----
5.2	Ian McLeod, Community Relations - Prince Rupert Gas Transmission Project <u>Re:</u> Proposed Pacific Northwest Liquid Natural Gas Project in Port Edward	-----
5.3	Robert Grodecki, Corporate Administrator and Zeno Krekic, Senior Planner - City of Prince Rupert <u>Re:</u> Proposed Boundary Expansion	-----

6. FINANCE

6.1	Regional District Audited Financial Statements (draft) for the Year Ended December 31, 2012 <i>Requires Board approval</i>	Pg 13-27
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6.2	J. Musgrave, Administrative Assistant - Cheques payable over \$5,000 for April, 2013	Pg 28
6.3	Northern Development Initiative Trust – Approval for Economic Development Funding (Also reference Agenda Item 8.1 staff report)	Pg 29
6.4	Union of BC Municipalities – Operational Funding for Treaty Advisory Committees	Pg 30-31
6.5	Prince Rupert Port Authority – Grant Funding Approval for Recycling Transfer Station Project	Pg 32

7. CORRESPONDENCE

7.1	TransCanada Corporation – Project Update Proposed Prince Rupert Gas Transmission Project	Pg 33-34
7.2	Environmental Assessment Office – Initiation of Prince Rupert LNG Limited Environmental Assessment	Pg 35-36
7.3	Kispiox Valley Community Centre Association – Concerns Regarding Proposed Natural Gas Pipelines	Pg 37-38
7.4	Office of the Prime Minister – Sale of Ridley Terminals Response (Reference Regional District letter of February 26, 2013 attached)	Pg 39-40
7.5	Union of BC Municipalities (UBCM) – Regional Community to Community Forum Program (Note: First Application Deadline: May 31, 2013)	Pg 41-44
7.6	UBCM - Fisheries Act Amendments (<u>Requested</u> : Feedback by May 29, 2013)	Pg 45
7.7	UBCM – Local Governments Considered Producers of Packaging and Printed Paper	Pg 46
7.8	UBCM – Notice of Amendment to Community Works Fund Agreement	Pg 47-52
7.9	Gitga'at First Nation – Northern Development Initiative Trust (NDIT) Community Hall Grant Program (Also reference Agenda Item 8.1 staff report) <u>Requested</u> : Board resolution supporting application	Pg 53-66

8. REPORTS / RESOLUTIONS

8.1	J. Robb, Treasurer – Northern Development Initiatives Trust – Funding Options	Pg 67-72
8.2	P. Richardson, Haida Gwaii Recreation – Co-ordinator's Monthly Recreation Report for April 2013	Pg 73-77
8.3	J. Merrick, Chief Administrative Officer – City of Prince Rupert Proposed Boundary Expansion	Pg 78-79
8.4	J. Robb, Treasurer – Residential Solid Waste Collection Billing	Pg 80-81
8.5	J. Merrick, CAO – Draft Strategic Priorities 2013 - 2014	Pg 82-93
8.6	J. Merrick, CAO – Moresby Island Management Committee and other Committee Issues	Pg 94-104
8.7	J. Merrick, CAO – Moresby Island Management Committee – Change of Fiscal Year-end	Pg 105-106
8.8	J. Merrick, CAO – Tsunami Debris – Management Program 2013-2014	Pg 107-112

9. BYLAWS

9.1	Skeena-Queen Charlotte Regional District Security Issuing Bylaw No. 557, 2013 (on behalf of the District of Port Edward) <i>Requires first, second and third reading</i> <i>Requires adoption</i>	Pg 113-117
9.2	Graham Island Interim Zoning Amendment Bylaw No. 555, 2013 <i>Requires second reading – Electoral Area Directors only</i>	Pg 118-119

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

10.1	J. Merrick, Chief Administrative Officer – Planning Memo for Proposed Rezoning of 282 Sangan Drive (Electoral Area D) <i>(Reference Agenda Item 9.2 Zoning Amendment Bylaw)</i>	Pg 120-123 Pg 124-130
10.2	J. Merrick, Chief Administrative Officer – Crown Land Application Referral No. 64201822 by Ministry of Transportation and Infrastructure (between Skidegate and Miller Creek west of Highway 16)	

11. NEW BUSINESS

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12. OLD BUSINESS

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

That the public be excluded from the meeting according to section 90(1)(a), (c) and (g) of the <i>Community Charter</i> – “personal information about an identifiable individual...” and “labour relations or other employee relations” and “litigation or potential litigation affecting the municipality”.	
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15. ADJOURNMENT**NEXT MEETING:**

**SQCRD Board Meeting in Masset Council Chambers
Saturday, June 22nd, 2013 at 10:30 a.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 Community Hall in Oona River on Saturday, April 20, 2013.

PRESENT

Chair	B. Pages, Village of Masset	<u>PRIOR TO ADOPTION</u>
Vice Chair	D. Nobels, Electoral Area A	
Directors	A. Ashley, City of Prince Rupert N. Kinney, City of Prince Rupert D. Franzen, District of Port Edward I. Gould, Village of Port Clements C. Kulesha, Village of Queen Charlotte K. Bergman, Electoral Area C M. Racz, Electoral Area D E. Putterill, Electoral Area E	
Staff:	J. Merrick, Chief Administrative Officer J. Robb, Treasurer J. Fraser, Deputy Corporate Officer	
Public:	10	

1. CALL TO ORDER 7:15 p.m.

2. AGENDA

2.1 MOVED by Director Nobels, SECONDED by Director Ashley, that the agenda be adopted as amended, with the addition of the following items:

- 4.2 – Moresby Island Management Committee – Minutes of the March 7, 2013 meeting;
- 7.10 – Ministry of Community, Sport and Cultural Development – Governance Report and Incorporation of Sandspit;
- 7.11 – Carol Brown, Dodge Cove – Concerns with Proposed Boundary Expansion;
- 7.12 – Carol Manning, Dodge Cove – Concerns with Proposed Boundary Expansion;
- 11.2 – Chair Pages – Executive Summary on BC Ferry Corporation;
- 11.3 – Director Kulesha – Requesting Feedback for Northern Development Initiative's (NDIT) Programs; and
- 11.4 – Director Kulesha – NDIT Application by Village of Queen Charlotte

and the deletion of Item 4.1 – Moresby Island Management Committee meeting minutes of February 7, 2013.

192-2013

CARRIED

3. MINUTES & BUSINESS ARISING FROM MINUTES**3.1 SQCRD Regular Board Meeting – March 15, 2013 Minutes**

MOVED by Director Putterill, SECONDED by Director Racz, that the minutes of the March 15, 2013 SQCRD Regular Board meeting be adopted as presented.

193-2013**CARRIED****3.2 Rise and Report**

MOVED by Director Kinney, SECONDED by Director Franzen, that Mayor Dave MacDonald be appointed as the Regional District's representative on the Board of the North Central Local Government Association.

194-2013**CARRIED****4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING****4.1 MIMC Management Committee Meeting – March 7, 2013 Minutes**

MOVED by Director Ashley, SECONDED by Director Kinney, that the minutes of the March 7, 2013 Moresby Island Management Committee Meeting be deferred to the May 24th, 2013 Board meeting, pending a staff report on the structure of the committee.

195-2013**CARRIED****5. DELEGATION****5.1 Maurie Hurst – Emergency Management BC**

Maurie Hurst, Regional Manager with Emergency Management BC, Northwest Region, presented the Board with an overview of the current emergency notification system provided by the provincial government.

Ms. Hurst clarified that the Provincial Emergency Notification System was never meant to be for people in “near-field” emergencies because “if you can feel it, that is the warning”. The current notification system is comprised of two parts. The first is the Official Notification which comes from Victoria and goes to all local governments, the media and relevant agencies, such as the RCMP, fire departments, etc. The assumption is that from this notification, local governments will take out their emergency plans to view them and act accordingly. The second part is where Emergency Management BC (EMBC) gets on the phone with local governments for status reports and inquire what assistance may be needed.

She clarified that individual personal preparedness is crucial, alongside any emergency plan for the area.

Joan Merrick, Chief Administrative Officer, addressed Ms. Hurst with the following three goals that the Regional District Board identified at their Priority Planning Session pertaining to emergency planning:

1. Creating a Haida Gwaii and a Mainland Emergency Planning Working Group;
2. Building capacity at the local level; and
3. Reviewing and updating existing emergency plans.

Ms. Hurst agreed to assist with these goals and stated she would also be pleased to be a part of the Working Groups.

The Chair thanked Ms. Hurst for her presentation.

6. FINANCE

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

MOVED by Director Kinney, SECONDED by Director Putterill, that the staff report on Cheques Payable over \$5,000 issued by the Skeena-Queen Charlotte Regional District for March, 2013 be received and filed.

196-2013

CARRIED

7. CORRESPONDENCE

- 7.1 Municipal Finance Authority of BC – MFA Credit Ratings

MOVED by Director Putterill, SECONDED by Director Franzen, that the correspondence from the Municipal Finance Authority of BC regarding the MFA Credit Ratings - AAA "Outlook Stable" - 2013 be received and filed.

197-2013

CARRIED

- 7.2 Fire and Emergency Management Commissioner – Weatheradio Coverage
7.3 Federal Minister of Public Safety – Weatheradio Coverage
7.4 Federal Minister of Environment – Weatheradio Coverage

MOVED by Director Putterill, SECONDED by Director Franzen, that the following correspondence regarding Weatheradio Coverage on Haida Gwaii be received and filed:

- Rebecca Denlinger, Assistant Deputy Minister, Fire and Emergency Management Commissioner, dated March 13, 2013;
- Honourable Vic Toews, Federal Minister of Public Safety (March 21, 2013); and
- Honourable Peter Kent, Federal Minister of Environment (March 1, 2013).

198-2013

CARRIED

- 7.5 Village of Port Clements – "Day of the Honey Bee"

MOVED by Director Gould, SECONDED by Director Nobels, that the correspondence from the Village of Port Clements regarding the "Day of the Honey Bee" be received.

199-2013

CARRIED

7.6 Northern Development Initiative Trust – 2013 Grant Writing Support

MOVED by Director Kulesha, SECONDED by Director Nobels, that the correspondence from the Northern Development Initiative Trust regarding Approval of 2013 Grant Writing Support Funding be received and filed.

200-2013**CARRIED****7.7 EcoTrust Canada – Transboundary Gathering**

MOVED by Director Kulesha, SECONDED by Director Nobels, that the correspondence from Ecotrust Canada regarding the Transboundary Gathering Invitation be received;

201-2013**CARRIED**

MOVED by Director Kulesha, SECONDED by Director Racz, that Director Putterill be authorized to attend the Transboundary Gathering from May 14th to 16th, 2013 in Prince Rupert, if he is available.

202-2013**CARRIED****7.8 City of Prince Rupert – Boundary Expansion Proposal****7.9 City of Prince Rupert – Amendment to Fee Simple Owners List**

MOVED by Director Kulesha, SECONDED by Director Racz, that the following correspondence from the City of Prince Rupert be received:

- March 20, 2013 regarding the Boundary Extension Proposal, and
- April 11, 2013 regarding amendments to the Expansion Proposal Fee Simple Owners List

AND THAT a letter be sent to the City of Prince Rupert outlining the Board's concerns regarding the limited information received to date by the Regional District and the lack of overall communication from the City.

203-2013**CARRIED****7.10 Ministry of Community, Sport and Cultural Development – Governance Report and Incorporation of Sandspit**

MOVED by Director Nobels, SECONDED by Director Franzen, that the correspondence from the Ministry of Community, Sport and Cultural Development regarding the Governance Report and Incorporation of Sandspit Issue be received.

204 – 2013**CARRIED****7.11 Carol Brown, Dodge Cove – Proposed Boundary Expansion****7.12 Carol Manning, Dodge Cove – Proposed Boundary Expansion**

MOVED by Director Nobels, SECONDED by Director Franzen, that correspondence from Carol Brown and Carol Manning, residents of Dodge Cove, regarding Concerns with the Proposed Boundary Expansion by the City of Prince Rupert be received.

205 – 2013**CARRIED**

8. REPORTS – RESOLUTIONS

- 8.1 P. Richardson, Haida Gwaii Regional Recreation Commission Coordinator – March 2013 Recreation Monthly Reporting

MOVED by Director Kinney, SECONDED by Director Racz, that report from the Haida Gwaii Regional Recreation Commission Coordinator for the month of March, 2013 be received and filed.

206-2013

CARRIED

- 8.2 J. Skogstad, Planning Consultant – Rezoning Application by A. Hepburn and P. Ewasiuk, Rezoning of Lot 2, DL 873 Queen Charlotte Plan PRP 41374, Parcel 023-876-522

MOVED by Director Nobels, SECONDED by Director Franzen, that the Board designates the following referral agencies for the purpose of rezoning Lot 2, DL 873 Queen Charlotte Plan PRP 41374:

- Ministry of Transportation and Infrastructure
- Northern Health
- Ministry of Environment/Ministry of Forests, Lands and Natural Resources, and
- BC Parks

AND THAT a public hearing be scheduled for Saturday, June 22nd, 2013 in Masset, with comments from the Graham Island Advisory Planning Commission and agency referrals being received by the Board either before or at the public hearing;

AND FURTHER THAT Director Michael Racz be designated as Chair of the public hearing.

207-2013

CARRIED

- 8.3 J. Fraser, Deputy Corporate Officer – Changes to the 2013 Board Meeting Schedule

MOVED by Director Racz, SECONDED by Director Gould, that the staff report entitled “Changes to the 2013 Board Meeting Schedule” be received;

AND THAT the following changes be made to the 2013 Board meeting schedule:

- Reschedule the June 21st meeting to Saturday, June 22nd to be held in Masset Council Chambers, time to be determined at staff's discretion;
- August 9th meeting to be held in Prince Rupert Regional District office;
- October 18th meeting to be held in Tlell; and
- Reschedule the November 15th meeting to November 22nd.

208-2013

CARRIED

8.4 J. Fraser, Deputy Corporate Officer – Electronic Agendas

MOVED by Director Nobels, SECONDED by Director Ashley, that the staff report entitled “Electronic Agendas” be received for information.

209-2013**CARRIED**

MOVED by Director Putterill, SECONDED by Director Ashley, that staff draft a Board policy for the provision of an allowance of \$300 per year being made available to a Director wishing to purchase an electronic device for the viewing of Board agendas.

210-2013**CARRIED****9. BYLAWS****9.1 Bylaw 555, 2013 – Amendment to the Graham Island Interim Zoning Bylaw No. 192, 1993**

MOVED by Director Nobels, SECONDED by Director Putterill, that the “Graham Island Interim Zoning Amendment Bylaw No. 555, 2013 be read for the first time.

211-2013**CARRIED****10. LAND REFERRALS/PLANNING****10.1 J. Merrick, Chief Administrative Officer – Crown Land, Federal License and Navigable Waters Approval Application Referral No. 60965959 for Metlakatla Development Corporation**

MOVED by Director Nobels, SECONDED by Director Racz, that staff provide the Province with the comments that the Regional District has concerns with the size of the area proposed in the application and that the proposal could conflict with other uses, such as commercial fishing;

AND THAT the comments include the request that the United Fisherman and Allied Workers Union and the Native Brotherhood also be contacted for their input.

212-2013**CARRIED****10.2 J. Merrick, Chief Administrative Officer – Crown Land Investigative License Referral No. 62528023 for Sea Breeze Terrace Holding Corp.**

The Board declined to comment on this application as it is not within the Skeena-Queen Charlotte Regional District. Staff will forward the referral to the Kitimat Stikine Regional District for their information.

11. NEW BUSINESS**11.1 Director Putterill – BC Ferries Update**

- Service Levels Adjustment Deadline Extension
- Elimination of Over-height Charges on Northern Routes

MOVED by Director Nobels, SECONDED by Director Kinney, that Director Putterill's verbal report regarding BC Ferries' service levels adjustment deadline extension and the elimination of over-height charges on Northern Routes be received.

213-2013**CARRIED****11.2 Chair Pages - BC Ferry Corporation**

MOVED by Director Ashley, SECONDED by Director Racz, that the report from Maradadi Pacific entitled "BC Ferry Corporation and Fiscal Fairness for Ferry-Dependent Communities" be received;

AND THAT staff summarizes the key items from the report to assist the Board in developing a regional advocacy strategy that addresses the rising cost of travelling on BC Ferries.

214-2013**CARRIED****11.3 Director Kulesha – Northern Development Initiative's Programs**

MOVED by Director Putterill, SECONDED by Director Racz, that a letter be sent to Northern Development Initiative Trust requesting clarity on new programs and cross-regional funding;

AND THAT the District of Port Edward be copied on that letter.

215-2013**CARRIED****11.4 Director Kulesha – NDIT Application by Village of Queen Charlotte**

Director Kulesha explained Queen Charlotte's Haida Gwaii Higher Education Society application to Northern Development Initiative Trust which is for the expansion of programs over a 3-year period.

12. OLD BUSINESS

None.

13. PUBLIC QUESTION PERIOD

There were no questions from the public.

14. IN CAMERA

None.

15. ADJOURNMENT

MOVED by Director Kinney, SECONDED by Director Ashley, that the Regular Board meeting of the Skeena-Queen Charlotte Regional District be adjourned at 10:00 p.m.

216-2013**CARRIED**

Approved and adopted:

Certified correct:

Barry Pages
Chair

Joan Merrick
Chief Administrative Officer



Minutes of the Moresby Island Management Committee Regular Board Meeting held on Thursday April 11, 2013 at 7:00 p.m.

Members Present: Evan Putterill (Chair)
Heron Wier
Emmy O’Gorman
Carole Bowler
Gord Usher
Stanley Hovde

Members Absent: Kristi Schmitz

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

Public: Alex Rinfret, The Observer
Kathy Goalder
Mirjam Prudhomme
Jim Henry
Gail Henry

1. CALL TO ORDER at 7:05 pm
2. APPROVAL OF AGENDA

MOVED by Gord Usher, SECONDED by Carole Bowler THAT the agenda be approved as presented with the addition of 8.1.2 Sandspit Water and Sewer Commission and 8.5.2 Sandspit Hall Sign.

CARRIED 2013-032

3. DELEGATES

RISE & REPORT – None

5. PUBLIC INPUT

There were no comments from the public.

6. BUSINESS

6.1 MIMC Meeting Duration

MOVED by Gord Usher, SECONDED by Emmy O’Gorman to limit MIMC meetings to no more than 2 hours and that a motion is required to extend the meeting.

CARRIED 2013-034

6.2 Traffic Sign

Action Item: Gord Usher will get clarification from the RCMP regarding the school zone and playground zone regulations in order to determine the necessity of further signage.

6.3 Hall Letter

MOVED by Emmy O’Gorman, SECONDED by Gord Usher to write to the Regional District letting them know of our intentions with regards to the Sandspit Community Hall and ask them to provide MIMC with the options for creating a service for the hall and grounds built around the budget that MIMC will provide.

CARRIED 2013-035

7. FUAL April 2013

MOVED by Heron Wier, SECONDED by Stanley Hovde THAT the April 2013 FUAL be received as presented.

CARRIED 2013-036

8. REPORTS

8.1 Water System Operator’s Report

8.1.1 Water System Operator’s Report March 2013

MOVED by Gord Usher, SECONDED by Emmy O’Gorman THAT the Water System Operator’s Report for March 2013 be received as presented.

CARRIED 2013-037

8.1.2 Sandspit Water and Sewer Board

8.2 Gwaii Trust Director’s Report - none

8.3 Electoral Area Director’s Report

8.3.1 NWRHD Report March 22, 2013

8.3.2 SQCRD Board Highlights March 15, 2013

8.3.3 SQCRD Board Minutes March 15 2013 - prior to adoption (on basecamp)

8.3.4 SQCRD Special Budget Minutes March 2, 2013 p.t.a. (on basecamp)

Chair Putterill provided a verbal report.

8.4 Sandspit Recreation Committee Report

Emmy O’Gorman provided a verbal report.

8.5 Sandspit Community Hall Committee Report

8.5.1 Sandspit Community Hall Meeting Minutes March 5, 2013

Carole Bowler provided a verbal report

MOVED by Stanley Hovde, SECONDED by Heron Wier to receive and file the Community Hall Meeting Minutes March 5, 2013.

CARRIED 2013-038

8.6 QCI Recreation Report - none

8.7 Sandspit Emergency Preparedness Program Report – none

8.8 Community Futures Report - none

8.9 Sandspit Harbour Society Report

Stanley Hovde provided a verbal report.

8.10 Sandspit Community Society Report

Evan Putterill provided a verbal report.

9. CORRESPONDENCE

9.1 Response Letter re Emergency Notification System

9.2 Letter from Ministry of Public Safety re Wetheradio and Emergency Alerts

9.3 Letter from Ministry of Justice re weatheradio and Emergency Alerts

9.4 Letter from Ministry of environment re Weatheradio Canada

(outgoing correspondence on basecamp)

MOVED by Carole Bowler, SECONDED by Stanley Hovde to receive and file 9.1 – 9.4 Incoming Correspondence.

CARRIED 2013-039

(outgoing correspondence available on basecamp)

10. APPROVAL OF PREVIOUS MINUTES

10.1 MIMC February 7, 2013 Meeting Minutes

MOVED by Carole Bowler, SECONDED by Gord Usher THAT the Minutes from the March 7, 2013 Regular MIMC Meeting be adopted, as presented.

CARRIED 2013-040

11. UPCOMING DATES

11.1 Regular MIMC Meeting Thursday May 9, 2013

12. PUBLIC INPUT

There were several comments and questions from the public.

13. ADJOURNMENT

MOVED by Carole Bowler to adjourn the MIMC meeting at 8:50 pm and to move to an in camera meeting.

Certified Correct

Approved & Adopted



Deena Wilson, Administrative Clerk



Evan Putterill, Chair

**SKEENA-QUEEN CHARLOTTE
REGIONAL DISTRICT**

FINANCIAL STATEMENTS

DECEMBER 31, 2012

**SKEENA-QUEEN CHARLOTTE
REGIONAL DISTRICT**

INDEX TO FINANCIAL STATEMENTS

DECEMBER 31, 2012

INDEPENDENT AUDITOR'S REPORT

- A STATEMENT OF FINANCIAL POSITION**
- B STATEMENT OF FINANCIAL ACTIVITIES**
- C STATEMENT OF CASH FLOWS**
- D STATEMENT OF CHANGES IN NET FINANCIAL ASSETS**

NOTES

SCHEDULES

- 1 STATEMENT OF SURPLUS**
- 2 STATEMENT OF RESERVE FUNDS**
- 3 STATEMENT OF CHANGES IN EQUITY IN PHYSICAL ASSETS**
- 4 STATEMENT OF PHYSICAL ASSETS**

INDEPENDENT AUDITOR'S REPORT

To the Directors

Skeena-Queen Charlotte Regional District

Report on the Financial Statements

We have audited the accompanying statement of financial position of Skeena-Queen Charlotte Regional District as at December 31, 2012 and the statements of financial activities, cash flows and changes in net financial assets for the year then ended and a summary of significant accounting policies.

Management Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles and for such internal controls as management determines are necessary to enable the preparation of financial statements that are free of material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted the audit in accordance with Canadian generally accepted auditing standards. These standards require that we comply with ethical requirements and plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures depend on the auditor's judgment, including the assessment of the risks of material misstatement, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate for the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Regional District as at December 31, 2012 and the results of its operations and cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the basic financial statements of the Regional District taken as a whole. The current year's supplementary information included in Schedules one to four is presented for purposes of additional analysis. Such supplementary information has been subjected to the auditing procedures applied in the audit of the financial statements and, in our opinion, is fairly stated in all material respects, in relation to the financial statements taken as a whole.

Prince Rupert, BC

Date _____

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

STATEMENT OF FINANCIAL POSITION

DECEMBER 31

STATEMENT A

	2012	2011
	\$	\$
FINANCIAL ASSETS		
Cash and investments (note 1)	1,728,206	1,186,487
Trade and other receivables	226,220	383,374
MFA deposit (note 2)	265,365	257,583
Due from Municipalities	<u>12,443,281</u>	<u>13,217,538</u>
	<u>14,663,072</u>	<u>15,044,982</u>
LIABILITIES		
Accounts payable and accruals	242,446	204,662
Landfill closure costs accrual	87,721	54,884
Deferred revenue (note 3)	1,027,693	612,140
MFA debt reserve (note 2)	265,365	257,583
MFA debentures/leases for Regional District (note 4)	337,641	418,436
Debentures issued for Municipalities (note 5)	<u>12,443,281</u>	<u>13,217,538</u>
	<u>14,404,147</u>	<u>14,765,243</u>
NET FINANCIAL ASSETS	258,925	279,739
Physical assets (schedule 4 and note 1)	3,356,395	3,350,141
Prepaid expenses	<u>35,787</u>	<u>28,449</u>
NET POSITION	<u>3,651,107</u>	<u>3,658,329</u>
REGIONAL DISTRICT POSITION		
Operating surplus (schedule 1)	526,970	542,407
Reserve funds (schedule 2)	203,134	172,576
Equity in physical assets (schedule 3)	<u>2,921,003</u>	<u>2,943,346</u>
	<u>3,651,107</u>	<u>3,658,329</u>

APPROVED BY THE BOARD

_____ Chair

_____ Treasurer

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED DECEMBER 31

STATEMENT B

	Unaudited Budget 2012 \$	Actual 2012 \$	Actual 2011 \$
REVENUE			
Taxation	1,267,234	1,267,234	1,230,235
Grants in lieu	60,379	50,024	129,527
Sales, fees and other	1,370,859	1,289,235	1,369,636
Provincial and federal grants	200,000	200,000	945,420
Municipal debt payments	1,405,723	1,387,243	1,405,723
	<u>4,304,195</u>	<u>4,193,736</u>	<u>5,080,541</u>
EXPENDITURE			
Administration	590,359	558,449	423,716
Electoral areas	208,997	204,161	162,676
Municipal debt service	1,405,723	1,387,243	1,405,723
Planning	95,145	45,893	23,885
Economic development	36,750	36,750	36,750
Regional waste management	12,282	-	-
Mainland recreation	4,900	4,900	4,900
Prince Rupert Regional Archives	68,004	68,004	68,004
North Pacific Cannery	88,200	88,200	88,200
Regional recycling	585,801	542,990	560,055
Islands solid waste	906,301	748,098	738,800
QCI recreation	106,567	105,093	118,284
Haida Gwaii Museum	67,556	67,556	59,550
Vancouver Island Regional Library	37,576	37,578	37,655
Oona River telephone	4,000	4,000	4,965
Sandspit fire protection	87,684	88,433	30,570
Sandspit water utility	88,053	81,310	75,490
Dodge Cover water utility	-	-	46,400
Feasibility study	5,250	2,283	-
Sandspit Community Society	4,000	-	-
Amortization	-	130,017	136,509
	<u>4,403,148</u>	<u>4,200,958</u>	<u>4,022,132</u>
REVENUE OVER EXPENDITURE	- 98,953	- 7,222	1,058,409
OPENING REGIONAL DISTRICT POSITION	<u>3,658,329</u>	<u>3,658,329</u>	<u>2,599,920</u>
CLOSING REGIONAL DISTRICT POSITION	<u>3,559,376</u>	<u>3,651,107</u>	<u>3,658,329</u>

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

STATEMENT OF CASH FLOWS

YEAR ENDED DECEMBER 31

STATEMENT C

	2012	2011
	\$	\$
OPERATING ACTIVITIES		
Revenue over expenditure	- 7,222	1,058,409
Amortization	130,017	136,509
Trade and other receivables	157,154	- 121,518
Accounts payables and accruals	37,784	62,128
Landfill closure costs accrual	32,837	30,091
Deferred revenue	415,553	- 331,865
Prepaid expenses	- 7,338	- 19,193
	<u>758,785</u>	<u>814,561</u>
FINANCING ACTIVITIES		
Debt repayment	<u>- 80,795</u>	<u>- 78,541</u>
INVESTING ACTIVITIES		
Physical asset purchases	<u>- 136,271</u>	<u>- 771,274</u>
CHANGE IN CASH	541,719	- 35,254
OPENING CASH AND INVESTMENTS	<u>1,186,487</u>	<u>1,221,741</u>
CLOSING CASH AND INVESTMENTS	<u>1,728,206</u>	<u>1,186,487</u>

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT
STATEMENT OF CHANGES IN NET FINANCIAL ASSETS (LIABILITIES)

YEAR ENDED DECEMBER 31

STATEMENT D

	2012	2011
	\$	\$
Revenue over expenditure	- 7,222	1,058,409
Amortization of physical assets	130,017	136,509
Purchase of physical assets	- 136,271	- 771,274
Prepaid expenses	<u>- 7,338</u>	<u>- 19,193</u>
Increase (decrease) in net financial assets (liabilities)	- 20,814	404,451
Opening net financial assets (liabilities)	<u>279,739</u>	<u>- 124,712</u>
Closing net financial assets (liabilities)	<u>258,925</u>	<u>279,739</u>

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

NOTES

DECEMBER 31, 2012

1. SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The Regional District has adopted the reporting format from the recommendations by the Public Sector Accounting Board.

The Regional District maintains the following funds that are combined in the financial statements:

- Operating fund reports the general activities of the Regional District.
- Capital fund reports the physical assets of the Regional District together with the related financing.
- Reserve fund reports the activities of the funds established by bylaw for specific purposes.

Basis of accounting

Revenue and expenditures are reported on an accrual basis.

Revenue recognition

Taxation revenues are recognized when received from the Province of British Columbia and member Municipalities. Sale of services and user fee revenues are recognized when the service or product is provided by the Regional District. Grant revenues are recognized when the commitments are met.

Financial instruments

It is management's opinion that the Regional District's financial instruments are not exposed to significant interest rate, liquidity, market or other price risks.

Cash and investments

Cash and investments are reported at market value which approximates cost.

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

NOTES

DECEMBER 31, 2012

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

Physical assets

Physical assets are recorded at cost and are amortized using the straight-line method as follows:

Buildings	40 years
Automotive	10 and 20 years
Equipment	10 and 20 years
Infrastructure	40 years

Equity in Physical Assets

Equity in Physical Assets reports the accumulated funded historical cost of physical assets less accumulated amortization.

Use of estimates

The preparation of financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported. Actual results could differ from those estimates. Adjustments, if any, will be reflected in operations in the period of settlement.

2. MFA DEPOSIT AND DEBT RESERVE

A condition of MFA borrowings stipulates that a portion of the debenture proceeds be withheld as a security deposit and a debt reserve fund.

3. DEFERRED REVENUE

Revenues received in advance of expenses that will be incurred in a later period are deferred until they are matched against those expenses.

	2012	2011
Provincial operating grant	\$ 158,428	\$ 75,233
Towhill Blowhole grant	100,000	-
Gas tax	759,319	526,961
Other	9,946	9,946
	<u>\$ 1,027,693</u>	<u>\$ 612,140</u>

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

NOTES

DECEMBER 31, 2012

4. MFA DEBENTURES/LEASES FOR THE REGIONAL DISTRICT

Debenture debt and leases are with the Municipal Finance Authority and are being repaid in accordance with approved bylaws and agreements.

5. DEBENTURES ISSUED FOR MUNICIPALITIES

When a member municipality within the Regional District wishes to issue debenture debt through the Municipal Finance Authority of BC (MFA), the borrowing is done through the Regional District. The Regional District is therefore responsible for repayment of the debt to MFA. When payments (principal and interest) are made on this debt, the Regional District pays MFA and is reimbursed by the municipality.

The Regional District reports the outstanding debt borrowed on behalf of the member municipalities as both a financial asset and financial liability. Municipal debt payments are shown as revenue and offsetting expenditure.

6. CONSOLIDATED EXPENDITURES BY TYPE

	2012	2011
Director remuneration	\$ 133,876	\$ 126,054
Director travel	48,253	39,011
Staff remuneration and benefits	1,084,613	952,739
Staff travel and education	41,786	31,109
Interest	30,957	32,146
Purchased services, grants and supplies	1,474,230	1,435,350
Municipal debt payments	<u>1,387,243</u>	<u>1,405,723</u>
	<u>\$ 4,200,958</u>	<u>\$ 4,022,132</u>

7. LINE OF CREDIT

Northern Savings Credit Union, authorized to \$250,000, interest at prime; unsecured.

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

NOTES

DECEMBER 31, 2012

8. LEASE COMMITMENT

Premises lease, \$2 703/month to Lax Kw'alaams Holdings Ltd., expiry November 2014.

9. PENSION INFORMATION

The Regional District and its employees contribute to the Municipal Pension Plan (the "plan"), a jointly trusted pension plan. The board of trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of benefits. The plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. The plan has about 176 000 active members and approximately 67 000 retired members. Active members include approximately 35 000 from local governments.

The most recent actuarial valuation as at December 31, 2009 indicated a \$1,024,000 funding deficit for basic pension benefits. The next valuation will be as at December 31, 2012 with results available in 2013. Defined contribution plan accounting is applied to the plan as the plan exposes the participating entities to actuarial risk associated with the current and former employers of other entities with the result that there is no consistent and reliable basis for allocating the obligation, plan assets and cost to individual entities participating in the plan.

10. CHANGE IN COMPARATIVE FIGURES

Certain figures have been restated for comparative purposes.

11. PURPOSE OF ORGANIZATION

The Skeena-Queen Charlotte Regional District is a partnership of four electoral areas and five municipalities that provide local government services to approximately 20 000 residents living on the North Coast of British Columbia and Haida Gwaii.

The Regional District administers service ranging from solid waste management and recycling to land use planning, water supply and public safety.

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

STATEMENT OF SURPLUS

YEAR ENDED DECEMBER 31

SCHEDULE 1

	Unappropriated Surplus	Appropriated Surplus	2012	2011
	\$	\$	\$	\$
Administration	68,870	2,932	71,802	137,091
Electoral areas	36,137	5,000	41,137	52,040
Planning	53,874	-	53,874	55,575
Economic development	66	-	66	99
Regional waste management	11,782	-	11,782	11,782
Mainland recreation	146	-	146	646
Prince Rupert Regional Archives	3,886	-	3,886	3,325
North Pacific Cannery	4,426	-	4,426	4,530
Regional recycling	27,744	-	27,744	80,314
Islands solid waste	215,973	45,550	261,523	182,408
QCI recreation	9,030	-	9,030	2,606
Haida Gwaii Museum	6,423	-	6,423	2,732
Vancouver Island Regional Library	1,490	-	1,490	619
Sandspit fire protection	- 2,417	-	- 2,417	- 1,648
Sandspit water utility	11,155	-	11,155	5,288
Feasibility study	4,124	5,000	9,124	5,000
Emergency programming	15,779	-	15,779	-
	<u>468,488</u>	<u>58,482</u>	<u>526,970</u>	<u>542,407</u>

The appropriated surplus will be transferred to specific reserves to be established in the 2013 fiscal year.

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

STATEMENT OF RESERVE FUNDS

YEAR ENDED DECEMBER 31

SCHEDULE 2

	2012	2011
	\$	\$
Opening balance	172,576	193,463
Interest	3,741	3,863
Transfer to Operating Fund	-	- 33,382
Transfer from Operating Fund	<u>26,817</u>	<u>8,632</u>
Closing balance	<u>203,134</u>	<u>172,576</u>

Represented by the following reserve funds

Waste management	169,203	139,357
Sandspit water utility	<u>33,931</u>	<u>33,219</u>
	<u>203,134</u>	<u>172,576</u>

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT
STATEMENT OF CHANGES IN EQUITY IN PHYSICAL ASSETS
YEAR ENDED DECEMBER 31
SCHEDULE 3

	2012	2011
	\$	\$
Opening balance	<u>2,943,346</u>	<u>2,233,590</u>
Increase (decrease) in equity		
Asset additions	30,587	771,275
Debt repayment	55,357	55,224
Actuarial additions	21,730	19,766
Amortization	<u>- 130,017</u>	<u>- 136,509</u>
	<u>- 22,343</u>	<u>709,756</u>
Closing Balance	<u>2,921,003</u>	<u>2,943,346</u>

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

SCHEDULE OF PHYSICAL ASSETS

YEAR ENDED DECEMBER 31

SCHEDULE 4

	PHYSICAL ASSETS			ACCUMULATED AMORTIZATION			NET BOOK VALUE	
	Opening Balance	Additions/ Disposals	Closing Balance	Opening Balance	Annual Amortization	Closing Balance	Total 2012	Total 2011
	\$	\$	\$	\$	\$	\$	\$	\$
Land	302,148	- 22,400	279,748	-	-	-	279,748	302,148
Buildings	1,383,275	-	1,383,275	193,059	34,582	227,641	1,155,634	1,190,216
Automotive	182,954	26,378	209,332	115,905	18,571	134,476	74,856	67,049
Equipment	325,458	132,293	457,751	89,865	31,125	120,990	336,761	235,593
Infrastructure	<u>1,829,571</u>	<u>-</u>	<u>1,829,571</u>	<u>274,436</u>	<u>45,739</u>	<u>320,175</u>	<u>1,509,396</u>	<u>1,555,135</u>
	<u>4,023,406</u>	<u>136,271</u>	<u>4,159,677</u>	<u>673,265</u>	<u>130,017</u>	<u>803,282</u>	<u>3,356,395</u>	<u>3,350,141</u>

Skeena-Queen Charlotte Regional District
Cheques payable over \$5,000 - APRIL, 2013

Payable To	Date	Amount	Purpose
Big Red Enterprises Ltd.	10-Apr	\$16,608.03	March, 2013 Garbage Collection Contract
Misty Isles Economic Development Society	10-Apr	\$35,000.00	2012 Eco/Dev Capacity Building Funding
Ticker's Hauling and Storage	10-Apr	\$5,084.80	Skidegate Transfer Station & Hauling Recycleables, Transfer Recycleables to ISW
John Talbot & Associates Inc.	24-Apr	\$5,419.30	April SQCRD Planning Session
Sperling Hansen Associates	24-Apr	\$6,333.90	ISW Water Quality Report
Port Edward Historical Society (NP Cannery)	26-Apr	\$20,000.00	2013 Grant - 3rd Installment
Big Red Enterprises Ltd.	8-May	\$15,507.42	April, 2013 Garbage Collection Contract
Vancouver Island Regional Library	8-May	\$9,673.00	2013 Second Quarter Total Levy
Receiver General	10-Apr	\$9,766.26	Payroll Remittance (PP7-2013)
Receiver General	22-Apr	\$11,830.46	Payroll Remittance (PP8-2013)
Canada Revenue Agency (GST)	24-Apr	\$18,228.96	Q1 2013 GST Collected
Receiver General	1-May	\$9,838.69	Payroll Remittance (PP9-2013)

TOTAL CHEQUES OVER \$5,000: \$163,290.82

N:\Cheques Over \$5000\2013\APR

March 22, 2013

CONFIDENTIAL

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

Attention: Chair Barry Pages

Dear Chair Pages:

**Subject: 2013 Economic Development Capacity Building
Northern Development Project Number 3073 20**

Thank you for your application to the 2013 Economic Development Capacity Building program. Northern Development is pleased to advise you that your application has been approved up to \$35,000 to support your community in its efforts to develop the local and regional economy.

Funding under the 2013 Economic Development Capacity Building program is provided as a reimbursement upon Northern Development's receipt of reporting documents. Final reporting will be accepted anytime between November 1st, 2013 and January 31st, 2014. Reporting must include:

- A completed Economic Development Capacity Building program reporting form which can be found on Northern Development's website at http://northerndevelopment.bc.ca/uploads/file/EcDevCapBuilding_AnnualReportingForm.pdf;
- A detailed print-out from your accounting software of your complete Economic Development Ledger for 2013 OR an equivalent spreadsheet with invoice copies for costs over \$5,000 in lieu of the Economic Development Ledger; and
- Proof that your portion of the collaborative project was paid. This could be invoices, cheque stubs, general ledger print-out, etc.

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
Jennifer Robb, Treasurer, Skeena-Queen Charlotte Regional District
Heather Adel, Economic Development Officer, Misty Isles Economic Development Society

Local Government Program Services

...programs to address provincial-local government shared priorities



Administration provided
by UBCM

Funding provided by
Province of B.C.



**For program
information, visit the
Funding Programs
section at:**

www.ubcm.ca

LGPS Secretariat

Local Government House
525 Government Street
Victoria, BC, V8V 0A8

E-mail: lgps@ubcm.ca
Phone: (250) 356-5134
Fax: (250) 356-5119

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AG

APR 12 2013

SKEENA-QUEEN CHARLOTTE
REGIONAL DISTRICT

April 8, 2013

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

**RE: Supporting Treaty Implementation – 2012/13 & 2013/14
Operational Funding for TACs**

Dear Chair and Board,

Thank you for submitting an application for funding for 2012/13 and 2013/14 TAC operations. I am pleased to advise you that we have approved your application in the amount of \$5,000.00.

The application notes a total expenditure of \$0.00 for operational expenses in the 2012/13 fiscal year for participation at the Tsimshian table. Based on this, a grant in the amount of \$0.00 has been approved for eligible 2012/13 activities.

In addition, the application indicates a total proposed cost of \$5,000.00 for the 2013/14 fiscal year for participation at the Tsimshian table. Based on this, a grant in the amount of \$5,000.00 has been approved for eligible 2013/14 activities. As outlined in the Program Guide, 70% of the approved amount (\$3,500.00) is eligible to be released now and the remainder of the 2013/14 grant will be available once we have received the final report and financial summary.

Based on the above, a combined payment in the amount of \$3,500.00 will follow shortly under separate cover.

Funding for this program is provided by the Ministry of Aboriginal Relations and Reconciliation and is administered by UBCM. The general Terms and Conditions of this grant are attached. In addition, in order to satisfy the terms of our contribution agreement, we have the following requirements for the 2013/14 portion of the grant only:

- 1) The funding is to be used solely for the purpose of supporting TAC operations in 2013/14;
- 2) All activities must take place between April 1, 2013 and March 31, 2014;



Local Government Program Services

General Funding Terms & Conditions

The purpose of these Terms and Conditions is to provide basic information on the administration of Local Government Program Services (LGPS) grants. For specific information regarding the terms and conditions of each funding program, please refer to the Program & Application Guide.

1. Definitions

- **Approved Applicant** - In general, LGPS grants are awarded to local governments (regional districts and municipalities). However, under some programs, other organizations, such as First Nations and aboriginal organizations or boards of education, can be the approved applicant. The approved applicant is the primary contact for UBCM and is responsible for overall grant management.
- **Approved Partner(s)** - Are organizations that contribute directly to the approved project, are identified in the application and are approved by UBCM. Possible partners include, but are not limited to, boards of education, health authorities, First Nations or aboriginal organizations, non-profit organizations and local governments (other than the applicant).
- **Approved Project** - Is the activity or activities described in the application and approved by UBCM.
- **Cash Expenditures** - Are direct costs properly and reasonably incurred and paid for with money by the approved applicant or approved project partners for the development or implementation of the approved project. For example, catering and consultant fees can be cash expenditures.
- **In-Kind Expenditures** - Are the use of resources of the approved applicant or approved project partner for the development or implementation of the approved project. For example, the use of meeting rooms owned by the applicant or approved partner can be an in-kind expenditure.
- **Program & Application Guides** - Are the application and program materials prepared by UBCM to describe the program and assist applicants in completing and submitting an application. All Program & Application Guides are available at www.ubcm.ca.

2. Eligible & Ineligible Costs

Eligible costs, including cash and in-kind expenditures, are direct costs properly and reasonably incurred by the approved applicant or approved partners in the development or implementation of the approved project. To be eligible, these costs must be outlined in the detailed budget submitted by the approved applicant as part of the application process and be approved by UBCM. Requests to change the budget must be made to UBCM, in writing, by the approved applicant (see below). Please see the Program & Application Guide for specific notes regarding eligible and ineligible costs.

3. Post-Approval Terms

Notice of Approval

UBCM will inform approved applicants by letter and a specified percentage of the approved grant amount will be forwarded upon approval. The balance will be paid on satisfactory completion of the project and receipt of all final reporting requirements.

Applicant Responsibilities

LGPS grants are awarded to approved applicants. When collaborative projects are undertaken, the approved applicant remains the primary organization responsible for the grant. Due to this, the approved applicant is the primary contact for UBCM and is responsible for:

- Ensuring that approved activities are undertaken as outlined in the approved application and within the required timeline,
- Providing proper fiscal management of the grant and approved project (see below), and



**PRINCE RUPERT
PORT AUTHORITY**

LINKING A WORLD OF OPPORTUNITY

COPY

April 23, 2013

Via email: recycle@citytel.net
Original via regular mail

APR 26 2013

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

Dear Mr. T. Des Champ:

RE: PRPA Community Investment Fund

We are pleased to advise that the Prince Rupert Port Authority (PRPA) Board of Directors has approved your organization's application for financial support through our Community Investment Fund.

The PRPA will commit \$18,000 to support the Recycling Transfer Station Project. A public announcement of this commitment will be made by our President and CEO at an agreed place and time in the near future.

Please contact Maynard Angus at 250-627-2521 or email mangus@rupertport.com at your earliest convenience to discuss the next steps of implementation for the project

Sincerely,

PRINCE RUPERT PORT AUTHORITY

Don Krusel
President & Chief Executive Officer

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MAY 06 2013

SKEENA-QUEEN CHARLOTTE
REGIONAL DISTRICT

ITEM 7.1



April 30, 2013

Joan Merrick
Chief Administrative Officer
Skeena-Queen Charlotte Regional District
100 - 1st Avenue
Prince Rupert, British Columbia V8J 1A6

TransCanada Corporation
450 - 1st Street S.W.
Calgary, AB, Canada T2P 5H1

Tel: 1.855.253.0099
Email: princerupertgas@transcanada.com
www.transcanada.com
www.princerupertgas.com

Project Update – Proposed Prince Rupert Gas Transmission Project

I'd like to provide you with an update on the proposed Prince Rupert Gas Transmission Project and invite you to attend an upcoming open house.

The Prince Rupert Gas Transmission team is hosting a series of open houses in communities along the proposed pipeline corridor. The people who live and work along the proposed pipeline corridor have a unique and valued perspective, so this is a good opportunity for us to get together, share ideas and ask questions.

I hope you will consider this letter a personal invitation from me. I've enclosed an insert with the open house schedule. Please encourage friends, family and work associates to come as well – everyone is welcome.

We are also doing presentations to the Boards of the five regional districts along the proposed project corridor and have offered to do presentations to municipal councils in many of the areas we'll be visiting this May and June. TransCanada has been building and operating natural gas pipelines in B.C. for more than 50 years and we're pleased to be expanding the network of communities with whom we work.

I also want to let you know about two documents that will be released in 2013 that are important milestones in the application process.

We will be filing a Project Description with the British Columbia Environmental Assessment Office (BC EAO) and the Canadian Environmental Assessment Agency in May 2013. A Project Description describes TransCanada's plans to design, construct and operate the proposed Prince Rupert Gas Transmission pipeline, metering stations and compressor stations. We will post a copy of the report on our website at www.princerupertgas.com as soon as it has been accepted by the agencies listed above.

Later this year, the BC EAO will release draft Application Information Requirements (AIR) which outlines the information required to prepare an application under the British Columbia Environmental Assessment Act. Your comments are an important part of our planning process, and

Prince Rupert
Gas Transmission Project



will be sought through open houses and a formal comment period. We expect to file our application in early 2014.

Background Information – Proposed Prince Rupert Gas Transmission Project

Prince Rupert Gas Transmission Ltd., a wholly owned subsidiary of TransCanada PipeLines Limited, is proposing to design, build, own and operate a \$5 billion, 750 kilometre-long pipeline to safely deliver natural gas from a point near the District of Hudson's Hope to Lelu Island within the District of Port Edward, where a proposed liquefied natural gas facility is to be developed by Progress Energy Canada Ltd. The project was announced in January 2013. Pending regulatory approvals, pipeline construction is expected to begin in 2015, targeting an in-service date at the end of 2018.

The Prince Rupert Gas Transmission Project will create significant benefits to local residents. Pipeline construction will create thousands of short term jobs over a three-year period and numerous contracting opportunities for local and Aboriginal businesses. We are developing a plan to communicate supply and contracting opportunities to business people across northern British Columbia as opportunities arise.

Once it's operating, the project will generate an estimated \$22 million each year in property taxes. This money will help support schools and hospitals, emergency services, recreation and other programs that create strong communities.

TransCanada has been operating natural gas pipelines in B.C. for many years. We are proud of the positive, long-term relationships we've established with residents and the communities in which we operate. I hope you're able to attend one of our open houses and that you'll stay involved with the project.

Please feel free to contact us at any time with questions or comments. Our toll-free line is 1-855-253-0099. Our email address is princerupertgas@transcanada.com

Kind regards,

Tony Palmer
President, Prince Rupert Gas Transmission Ltd.

Prince Rupert
Gas Transmission Project



File: 30050-20/PRLNG 05-09

Reference: 103015

May 2, 2013

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

RECEIVED

MAY 09 2013

SKEENA-QUEEN CHARLOTTE
REGIONAL DISTRICT

Dear Mr. Pages:

I am writing to notify you that British Columbia's environmental assessment (EA) for the Prince Rupert LNG Project (proposed Project) proposed by Prince Rupert LNG Limited (Proponent), a wholly owned subsidiary of BG International Limited, has been initiated under section 10(1)(c) of the *Environmental Assessment Act*.

The proposed Project would involve the development of a liquefied natural gas (LNG) facility primarily located on Ridley 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. Further information on the proposed Project is available on our website at www.eao.gov.bc.ca.

The proposed Project is currently in the early stages of the EA and the public will be provided with opportunities to comment on the proposed Project at various points during the EA. The proposed Project will also be subject to review under the *Canadian Environmental Assessment Act 2012*, and the provincial and federal agencies will work together to ensure an effective and efficient environmental review, which will result in a coordinated EA. Coordination means that the federal and provincial governments will work cooperatively to align their two separate EA processes. Each respective government will make its own decisions on issuance of an EA certificate.

Environmental Assessment Office will establish an advisory working group for the proposed Project, consisting of representatives from provincial, federal, local government and First Nations. We will contact you in the near future regarding whether the Skeena-Queen Charlotte Regional District would like to participate in the Working Group.

..../2

If you have any questions or require further information, please contact Ken Howes, Project Lead at 250-387-2445, or by email at Kenneth.Howes@gov.bc.ca.

Yours truly,

A handwritten signature in dark ink, appearing to read 'Ken Howes', is positioned above the printed name.

Ken Howes
Project Assessment Manager

cc: Jack Smith
Project Manager
Canadian Environmental Assessment Agency

RECEIVED

MAY 01 2013

SKEENA-QUEEN CHARLOTTE
REGIONAL DISTRICT

Kispiox Valley Community Centre Association

2489 Kispiox Valley Rd,
Hazelton, BC
V0J 1Y5

April 15, 2013

An open letter to all residents, municipalities, band councils, and elected representatives of northern BC:

We are writing on behalf of the Kispiox Valley Community Centre Association (KVCCA), which represents rural residents of the Kispiox Valley, north of Hazelton, BC.

This letter is to share our concerns regarding the proposed construction of natural gas pipelines between northeastern BC and the Pacific coast. Several of these pipelines are proposed to cross the Kispiox Valley as part of routes that would traverse large, relatively undisturbed sections of northern BC.

The KVCCA held a well-attended meeting on March 13, 2013, at which pipeline proposals were discussed. The membership present was unanimous in its opposition. These are some of the principal reasons:

- The construction and presence of pipelines and accompanying roads would fragment an area that is considered to be a globally significant wilderness. Salmon habitat, from headwaters to estuaries would be put at risk.
- The province of BC has no sustainable, longterm plan with regard to the natural gas export industry. The recent "omnibus" bills of the federal government have promoted the present free-for-all in the natural gas industry, by removing many environmental requirements and "streamlining" the approval processes.
- Natural gas pipelines can be converted to use for transporting oil, without additional environmental review.
- Fracking (drilling for natural gas) is accompanied by a plethora of negative environmental impacts, including: depletion and poisoning of aquifers; vast releases of greenhouse gases; the creation of toxic wastewater; triggering of earthquakes; and the destruction of boreal forest and lands used traditionally by First Nations.
- BC Hydro cannot provide the electricity that will be required to power the refrigeration plants that would be built at the proposed export terminals on the Pacific coast, yet the provincial government is approving projects anyway.
- When all aspects of its drilling, transmission, refrigeration, and export are considered, natural gas is not a "green" source of energy. Studies indicate that natural gas produces significantly more carbon emissions than does the mining, transportation, and combustion of coal – the "dirty" fuel that natural gas is touted to replace.
- According to Environment Canada, the natural gas industry is already the single largest industrial source of greenhouse gas emissions in BC. The BC government has exempted

the industry from reporting the greenhouse gas emissions from new projects, admitting that if they were included, the province would not be able to meet its legally mandated target for greenhouse gas emissions by 2020. While school boards, municipalities, and small businesses grapple with the Carbon Tax and the implications of BC's greenhouse gas policy, big industry is being given a free pass, with grave implications for the health of the planet.

- Local economic returns from pipeline construction would be minimal. There would be short-term construction, supply, and transportation jobs. Once built, the pipelines would be monitored remotely, with site access by helicopter. The BC government estimates a permanent job total of 800, mostly at export terminals.
- The principal market for natural gas export is the People's Republic of China. This communist country owns some of the key companies in the development of natural gas leases in northeastern BC. Economics is being given priority over human rights and freedoms, a sentiment that is not popular with the majority of Canadians.
- The potential cumulative impacts of multiple natural gas pipeline routes and export terminals are not being considered under the BC *Environmental Assessment Act*.

We urge all communities and First Nations in northern BC to give thought to these concerns and to weigh the proposed benefits versus the risks to the environment, traditional lifestyles, and the local, salmon-based economy. We invite you to join this conversation and to make your community voice heard. Inform your provincial and federal government representatives and industry representatives of your concerns.

Thank you. We look forward to hearing from you.

Respectfully,

Kathy Clay, President Kathy Clay

Joy Allen, Vice-president Joy Allen

Pat Butler, Secretary Pat Butler

Kathy Stockner, Treasurer K. Stockner

Jonathan Knight, Director Jonathan Knight

Dana Hibbard, Director D. Hibbard

Noreen O'Hara, Director Noreen O'Hara

Marnie Pole, Director Marnie Pole

Brian Pritchard, Director B. Pritchard

Ruth Brady, Hall Coordinator R. Brady

Information sources are available at: www.nomorepipelines.ca/KVCCALetter

Office of the
Prime MinisterCabinet du
Premier ministre**RECEIVED**

Ottawa, Canada K1A 0A2

APR 10 2013

**SKEENA-QUEEN CHARLOTTE
REGIONAL DISTRICT**

March 28, 2013

Mr. Barry Pages
Chair
Skeena-Queen Charlotte Regional District
100 - 1st Avenue East
Prince Rupert, British Columbia
V8J 1A6

Dear Mr. Pages:

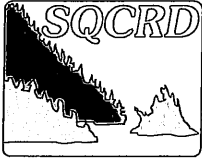
Thank you for your correspondence of February 26 addressed to the Prime Minister regarding the Ridley Terminals in Prince Rupert.

Please be assured that your comments, offered on behalf of Skeena-Queen Charlotte Regional District, have been carefully reviewed. As a copy of your letter has already been sent to the Honourable Steven John Fletcher, Minister of State (Transport), I am certain that he will also have appreciated being made aware of your views.

Once again, thank you for writing.

Yours sincerely,

B. Funes
Executive Correspondence Officer



SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

100 - 1st Avenue East Prince Rupert, BC V8J 1A6

Phone: (250) 624-2002 Fax: (250) 627-8493

Website: www.sqcrd.bc.ca

COPY

430.0

February 26, 2013

Right Honourable Stephen Harper
House of Commons
Ottawa, ON
K1A 0A6

Correspondence

Dear Prime Minister Harper:

Re: Sale of Ridley Terminals in Prince Rupert

On behalf of the Board of the Skeena-Queen Charlotte Regional District, I am writing to express our support for the City of Prince Rupert's opposition to the sale of Ridley Terminals Incorporated (RTI) to a private operator. Mayor Mussallem has provided strong rationale for the City's opposition, namely that:

- The large revenues currently being generated by RTI are secured by long-term contracts that have been signed with coal producers. The current public ownership provides assurance to the coal mining industry that there is an open and accessible terminal which can export their products to overseas markets.
- RTI is too important to the economic lifeblood of northern British Columbia to have it in private hands.

Thank you.

Regards,

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

Barry Pages
Chair

:jmf

cc: Mayor Mussallem, City of Prince Rupert
Steven Fletcher, Minister of State
Christy Clark, BC Premier
North Central Local Government Association



Regional Community to Community Forum Program

E-mail: lgps@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8

2013/14 Program & Application Guide

1. What is a Regional Community to Community Forum?

Background

In January 1997, the Union of British Columbia Municipalities (UBCM) and the First Nations Summit (FNS) jointly organized the first province-wide Community to Community (C2C) Forum. This event brought together First Nations and local governments from across BC to discuss common goals and opportunities for joint action. The success of the event was due to a spirit of goodwill and an open exchange of concerns, ideas, and constructive viewpoints. There was consensus among the participants that regional C2C Forums should be supported.

From 1999 to 2011/12, the provincial Ministry of Community, Sport & Cultural Development and Aboriginal Affairs and Northern Development Canada provided funding for the C2C program. Provincial funding has continued to support the program in 2012/13 and 2013/14. In this time more than 400 Regional C2C Forums have been held in communities across the province.

Goals & Objectives

The goal of a Regional C2C Forum is to increase understanding and to improve overall relations between First Nations and local governments. The events are intended to provide a time and place for dialogue on issues of common responsibility or interest.

To qualify for funding, a C2C Forum must include dialogue between neighbouring First Nation and local government elected officials and must work toward one or more of the following objectives:

- Educating and informing the participating governments about current issues in relationships between the First Nations and local governments.
- Providing a forum for dialogue on a specific concern or topical issue.
- Strengthening relationships and fostering future co-operative action by building stronger links between First Nation and local government elected officials and staff.
- Determining opportunities for future collaboration and joint action.

2. The C2C Forum Grant

Grants under the Regional C2C Forum program are modest: the maximum grant is \$5,000 and the applicant is required to provide fifty percent (50%) of the total eligible costs for the forum in cash or in-kind.

Eligible Applicants

Funding permitting, any municipality, regional district or First Nation government (e.g. Band or Tribal Council) may apply to host a Regional C2C Forum. First time and repeat applicants (i.e. those who received funding in previous years) are eligible. The C2C Forum program is not connected to the treaty process and First Nation applicants are not required to be in the treaty process in order to participate or apply.

Eligibility Criteria

- Events must include participation by elected officials from both First Nation(s) and local government(s).
- The date of the event or events must be set and provided to UBCM.
- Willingness of the partnering community to participate in the event must be confirmed and provided to UBCM in writing.
- The communities engaging in dialogue must be neighbouring. However, “neighbouring” may mean in the vicinity of, but not necessarily immediately adjacent to.
- Events must occur on or before March 31, 2014.

3. Planning an Event

Length and Format

Event length and format are up to the applicant. In some cases, a day-long event may be preferred to allow participants sufficient time to meet each other and work together to generate ideas and plans for future activities. In situations where the participants do not know one another, an “ice-breaker” event, such as an introductory dinner or reception, may be useful.

Organization and Facilitation

Experience has shown that a major challenge in organizing a C2C Forum is finding adequate staff time and resources. Many previous applicants have found that contracting the services of a professional facilitator/event organizer can assist in planning and convening the forum, as well as completing the Final Report form needed to satisfy the requirements of the program.

Topic Ideas

For information and ideas on theme areas that could be the focus of a forum, see Table 1. The following documents may also be helpful:

- *1999 – 2009 Community to Community Forum Status Report*.
- *Guide to Community to Community Forums in British Columbia*.
- Final reports of recent Regional C2C Forums held throughout the province and previous province-wide C2C Forums.

Table 1: Possible Dialogue Topics

Relationship Building <ul style="list-style-type: none"> • Joint Council meetings • Regional representation • Protocols and agreements • Dispute resolution • History and awareness • Staff communications 	Economic Development <ul style="list-style-type: none"> • Improving regional and local economies • Joint interests/initiatives • Community economic development 	Infrastructure Planning <ul style="list-style-type: none"> • Harmonization and communication • Future needs assessment • Joint development
Land Use & Resources <ul style="list-style-type: none"> • Land use planning/management • Sustainability planning • Access to resources • Environmental protection 	Community Development <ul style="list-style-type: none"> • Age- and accessibility-friendly communities • Youth engagement • Climate action • Capacity building 	Service Delivery <ul style="list-style-type: none"> • Harmonization of services • Cost effectiveness • Joint planning/coordination • FireSmart communities and wildfire prevention

4. Applying for C2C Funding

2013/14 Application Deadlines

Funding permitting, the Regional C2C program is administered over the course of the fiscal year (April 1 to March 31) and a minimum of two calls for applications are announced each year – generally in the spring and fall.

The first application deadline for the 2013/14 program is Friday, May 31, 2013. Applicants will be notified of the status of their application by June 21, 2013. Information on subsequent application deadlines will be available on UBCM's website.

Application Requirements

The Application Form must be completed and submitted with the required attachments. This form is available on the UBCM website and a sample completed Application Form is included as Appendix A.

Send applications as an e-mail attachment to lgps@ubcm.ca. All attachments should be sent as Word or PDF files and your e-mail should note "RC2C Forum Program Application" in the subject header.

Information on the Budget

An itemized draft budget must be submitted with the Application Form and indicate that a minimum of 50% of the total eligible event cost will be covered by the applicant (in cash or in-kind).

Please review the following important considerations before completing the budget and submit a budget in the same format as the sample budget below:

- An in-kind contribution is one for which no money is paid directly, such as the use of facilities.
- Travel expenses will only be paid for travel between communities, not within communities. Mileage estimates are required for vehicle travel.

- Gifts are not eligible expenditures and honoraria for elders will be considered only when the elder is a scheduled speaker. If honoraria are included in the budget, please provide a description of the role(s) of the recipients of the honoraria in the forum.
- Cultural performances are not eligible expenditures.
- If the application is for more than one event, itemized budgets are required for each separate event.

Table 2: Sample Budget

Budgeted Expenditures	C2C Funding Request	Applicant Contribution (cash or in-kind)
Event organization (invitations, agendas, staff time, etc)		\$750
Dinner for 75 people at \$25/person	\$1,875	
Facilitation services	\$1,000	\$500
Guest Speakers	\$250	\$400
Facilities Rental		\$800
Transportation (80 km)	\$25	
Preparation of materials – printing costs for informational materials		\$300
Final report production and printing		\$550
Contingency	\$150	
TOTAL	\$3,300.00	\$3,300.00

Budgets are approved as part of the application and any significant changes to a budget must be approved before an event takes place. Applicants are responsible for any cost over-runs unless a new budget is submitted and approved before an event takes place.

5. Approval Process

When an application is received, UBCM staff will review it to ensure it is complete. UBCM and the First Nations Summit will then review all complete applications.

Funding permitting, once a Regional C2C Forum application is approved fifty percent (50%) of the total approved grant will be sent to the applicant with the Terms & Conditions of the grant. An Information Brochure will also be sent for distribution at the event.

6. Submitting Your Final Report

In order to receive the final payment of the grant, the Final Report Form must be completed and submitted with the required attachments within 30 days of C2C events, and no later than April 30, 2014.

Financial summaries should be submitted in the same format as the sample summary below.

Please submit all documents as Word or PDF files and all digital photos or images as JPEG files.

Table 3: Sample Financial Summary

Expenditures	Budgeted	Actual
Event organization (invitations, agendas, staff time, etc)	\$750	\$625
Dinner for 75 people at \$25/person	\$1,875	\$1,575
Facilitation services	\$1,500	\$1,500
Guest Speakers	\$650	\$650
Facilities Rental	\$800	\$800
Transportation (80 km)	\$25	\$55
Preparation of materials – printing costs for informational materials	\$300	\$250
Final report production and printing	\$550	\$550
Contingency	\$150	
TOTAL	\$6,600.00	\$6,005.00

Please note that 'Contingency' is not an eligible final expense and any expenditures made from the funds allocated to contingency in the budget should be allocated to the appropriate line item in the financial summary.

7. Contact Information

For information on the C2C Forum program, the application or selection process, final reporting, or to submit an application or final report please contact:

Local Government Program Services
 Union of BC Municipalities
 525 Government Street
 Victoria, BC, V8V 0A8
 Tel: (250) 356-5134
 Email: lgps@ubcm.ca

For information on the C2C Forum program or the First Nations Summit please contact:

Colin Braker
 First Nations Summit
 #1200 - 100 Park Royal South
 West Vancouver, BC V7T 1A2
 Tel: (604) 926-9903
 Email: cbraker@fns.bc.ca

Appendix A: Sample Application Form

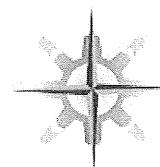


First Nations Summit & UBCM

Regional Community to Community Forum

E-mail: lgps@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8



FIRST NATIONS SUMMIT

2013/14 APPLICATION FORM

Please complete and return this by **Friday, May 31, 2013** for forums to be held before March 31, 2014. Thank you in advance for your cooperation. Please type directly in this form or print and complete. Use additional space or pages wherever required.

Questions? Contact UBCM at lgps@ubcm.ca or (250) 356-5134.

Applicant Information

Applicant: Regional District of Beverly Hills, BC

Mailing Address: 123 Beverly Road,
Pleasantville, BC, V2V 2V2

Contact Person: John Smith

Position: Director of Planning

Phone: (250) 123-1234

E-mail: john.smith@rdbh.bc.ca

1. DESCRIPTION. Please provide a description of the proposed event. If more than one event is proposed, please include a rationale for multiple events and a description of each event.

As this event will be the first time for local government and First Nations community leaders within the RDBH to meet as one group, an "ice breaker" dinner is proposed. Following this, we will break into smaller groups to discuss a series of questions on common concerns, how our organizations operate and how we can communicate better.

2. OBJECTIVES. Please describe what you hope the forum will achieve.

The main objective of the first C2C Forum is to establish communication between First Nations and local governments in our region. Included will be discussion on areas of common concern, activities and functions (how we operate), and protocol for effective communications (between both elected officials and staff).

3. PROPOSED PARTICIPANTS. Please attach an additional page if required.

- ☒ First Nation(s): Redwood Tribal Council, Fern First Nation, Blackford First Nation
- ☒ Local Government(s): RDBH, District of Blackford, City of Pleasantville and Town of Beverly
- ☒ Other Participants: Blackford Health Authority, Pleasantville Community Association

4. DATE(S). Please note: funding will not be advanced until date is set.

We have tentatively scheduled the forum for February 1, 2013.

5. INTENDED OUTCOMES & DELIVERABLES (e.g. plans for future meeting dates, future joint action/collaboration, next steps, etc.)

Outcomes that are expected include: a plan for future meetings; identification of common areas of interest and next steps; and a greater understanding of each entity's function, goals and values.

6. COMMUNICATION PLANS. *Each application must identify which of the following strategies will be utilized to meet the C2C Forum Program communication requirement:*

- ☒ *Report at meeting of full band council, municipal council and/or regional district board.*
- ☐ *Posting of event materials on respective websites and UBCM website.*
- ☒ *Release of news release and/or reports to the media.*
- ☒ *Other: The proceedings of the event will be recorded in a report, which will be sent to UBCM upon completion. A news release will be sent to our local newspaper, *The Town Crier* after the event.*

7. CONFIRMATION OF PARTNERS.

Please attach written confirmation from each invited local government and/or First Nation that their elected leaders have agreed to attend the planned C2C Forum. Confirmation can be in the form of a letter or e-mail and a council or band resolution is not required. Written confirmations can be submitted after the application, but are needed in order for grant approval.

8. BUDGET. Amount of Request: \$3,300.00

Please review the 'Information on the Budget' in Section 4 of the Program & Application Guide and submit a budget in the same format as the sample budget. Attach the completed budget to this application.

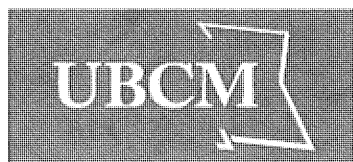
9. REPEAT APPLICANTS ONLY. *Repeat applicants must include all the information required by first time applicants (sections 1 – 7 above) as well as the following information:*

Date of Last Forum: October 2, 2011

Progress: *Please describe any improvements in the First Nation/local government relationship since your last C2C event and how the proposed event would build on the results of previous forums.*

Since our last event in 2011, the RD and the First Nation have continued discussions on servicing. The First Nation participated in the City's annual festival and we set up a joint committee to look at regional recreation needs. Our proposed event will help us identify new opportunities for partnering.

SAMPLE



Feedback Requested: Fisheries Act Amendments

May 15, 2013

Have questions about the recent changes to the *Fisheries Act*? UBCM has obtained additional information from the Department of Fisheries and Oceans to assist local governments in understanding the amendments and what affect these changes will have on local governments. Members are encouraged to review the web links provided and to give their feedback and comments to UBCM.

DFO is requesting feedback from UBCM members on:

1. Implementing the New Fisheries Protection Provisions under the *Fisheries Act* Discussion Paper - April 2013. Comments requested by **May 29, 2013** if possible. To access the paper click [here](#).

Please send your comments, concerns and feedback to: mcrawford@ubcm.ca.

2. DFO's Application for Authorization under the *Fisheries Act* Regulations. This section of the Act provides for specific work or activities to occur under the Minister's authorization and in accordance with specific conditions set out by the Minister; despite the fact that these activities may result in the "alteration, disruption or destruction of fish habitat."

The full details of these regulations can be found on Canada Gazette.

Feedback on these regulations can be provided to DFO directly at:

FPR-RPP@dfo-mpo.gc.ca. Please copy UBCM with your feedback.

In the March 27th issue of *The Compass*, UBCM reported on a meeting with Department of Fisheries and Oceans (DFO) on *Fisheries Act* amendments and organizational changes to DFO. An updated powerpoint presentation from the March 22nd meeting is available [here](#).

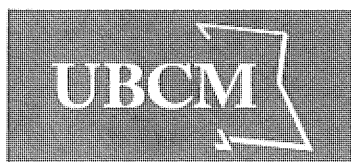
Since our March 27th article we have received specific questions from members about the *Fisheries Act* amendments. These questions were submitted to DFO and UBCM is pleased to provide answers. Thanks to DFO staff for facilitating this Q & A with our members.

At the April 25 and 26 Executive meeting, the UBCM CED Committee discussed the *Fisheries Act* and agreed to continue working with DFO to coordinate feedback from BC local governments.

Follow Us On

- Twitter: @ubcm

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Local Governments Considered Producers of Packaging and Printed Paper

May 15, 2013

UBCM has learned, from discussions with the Ministry of Environment and Multi-Material BC (MMBC), that local governments will be considered producers of packaging and printed paper (PPP) under the Recycling Regulation, given that local governments distribute brochures, calendars and other materials that will end up in residential waste streams.

Potential implications of this new development include: the requirement for local governments to register with MMBC in order to be compliant with the Regulation; payment of administration fees to MMBC; and payment to MMBC for the collection of a local government's packaging and printed paper.

MMBC has indicated that they will be contacting local governments in the next few months to review how local governments can sign up with their agency as a producer of PPP, the deadline for registering, and what will be required of them as producers.

UBCM will seek a legal opinion to understand if local governments are considered producers under the definition in the Recycling Regulation, and the implications of this designation.

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- Twitter: @ubcm

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Gas Tax Program Services

...delivering the federal gas tax agreement funding in British Columbia

UNION OF
BRITISH
COLUMBIA
MUNICIPALITIES

Administration provided
By UBCM

Funding provided by:
Government of Canada

Canada

In partnership with:
The Province of BC



Gas Tax Program Services

Local Government House
525 Government St
Victoria BC V8V 0A8

Phone: 250 356-5134
Fax: 250 356-5119

Website:

www.ubcm.ca
under
Funding Programs

Gas Tax Fund, Gas Tax
Agreement

April 8, 2013

Joan Merrick
Chief Administrative Officer
Regional District of Skeena-Queen Charlotte
100 - 1st Avenue East
Prince Rupert, BC V8J 1A6

Dear Joan Merrick:

RE: Notice of Amendment to your Community Works Fund Agreement

Please be advised that the Canada – BC – UBCM Gas Tax Agreement was amended in February 2013, and that those amendments outlined in the amending agreement are now being reflected in your Community Works Fund Agreement. Enclosed is a copy to be attached to your Community Works Fund Agreement. The amending agreement can also be found on our website at:
<http://www.ubcm.ca/EN/main/funding/gas-tax-fund/about.html>.

Section 6.3 of the Community Works Agreement provides a mechanism to amend the CWF Agreement to reflect amendments to the Canada – BC – UBCM Gas Tax Agreement and states:

Where the UBCM requires this CWF Agreement to be so amended, it will provide to the Local Government notice in writing of the amendments it requires. Such amendments shall form part of this CWF Agreement and be binding on the Local Government and the UBCM thirty (30) days after such notice, unless before then the Local Government elects in writing to give written notice of termination of this CWF Agreement to the UBCM.

Attached is the amending agreement to the CWF Agreement, which will be binding according to section 6.3, unless you provide written notice to us prior to that date that you wish to terminate your agreement.

Please note that this amending agreement relates to spending deadlines and does not provide for additional funding. This is the final year of Community Works funding under the current 2005-2014 Gas Tax Agreement.

RECEIVED

APR 12 2013

SKEENA-QUEEN CHARLOTTE
REGIONAL DISTRICT

If you have a funding agreement in place with UBCM for a General Strategic Priorities Fund (GSPF), Innovations Fund (IF), or Regionally Significant Projects (RSP) funded project, the completion date within that agreement still stands. If you would like to request an extension to a GSPF, IF or RSP project completion date, or for further information regarding the amending agreement, please contact Rebecca Williams, Gas Tax Program Assistant at rwilliams@ubcm.ca or by phone at 250-356-5134.

Sincerely,

A handwritten signature in black ink, appearing to read 'B. Felker', with a stylized, cursive script.

Brant Felker
Gas Tax Program Manager

AMENDING AGREEMENT # 4

**CANADA - BRITISH COLUMBIA - UNION OF BRITISH COLUMBIA
MUNICIPALITIES**

**AGREEMENT ON THE TRANSFER OF FEDERAL GAS TAX REVENUES FOR
CITIES AND COMMUNITIES
2005-2019**

THIS AMENDING AGREEMENT #4 is made as of the date signed by the last Party.

BETWEEN: **HER MAJESTY THE QUEEN IN RIGHT OF CANADA** ("Canada")
represented by the Minister of Transport, Infrastructure and Communities

AND: **HER MAJESTY THE QUEEN IN RIGHT OF BRITISH
COLUMBIA** ("British Columbia") represented by the Minister of
Community, Sport and Cultural Development

AND: **UNION OF BRITISH COLUMBIA MUNICIPALITIES** ("UBCM") as
continued by section 2 of the *Union of British Columbia Municipalities
Act* SBC 2006, c. 18, represented by the President

(Individually referred to as a "Party" and collectively referred to as the "Parties")

WHEREAS the Parties entered into the Agreement on the Transfer of Federal Gas Tax Revenues for Cities and Communities 2005-2019 ("the Agreement") on September 19, 2005;

WHEREAS the Agreement was amended on March 17, 2008, April 1, 2008, and September 25, 2010;

WHEREAS the Parties wish to amend the Agreement to modify funding delivery and expenditure requirements under the Agreement in order to ensure flexibility and efficiency;

NOW, THEREFORE, in the interest of transparency and clarity and in accordance with section 11.13 of the Agreement, the Parties agree as follows:

A. Substitutions

1. Section 9.1 is revoked and replaced by the following:

9.1 This Agreement shall commence on September 19, 2005 and shall expire on March 31, 2019.

2. Section 11.2 is revoked and replaced by the following:

11.2 Survival

All rights and obligations which, expressly or by necessary implication, are required or might reasonably be expected to survive the expiration or termination of this Agreement shall continue to be in effect notwithstanding the expiration or termination of this Agreement until such time as the Parties may mutually agree to the release of the obligations contained therein or until they expire by their nature. Without in any way limiting the generality of the foregoing, it is expressly agreed that Sections 3.3.2 (i), (ii), (iii), (v), (vii), (viii), (ix) and (x), 4.1, 4.2, 5.4, 5.5, 6, 6.6, 6.7, 7.1, 7.2, 7.3, 8.1, 8.4, 10, 11.4, and Schedule C shall survive the expiration or early termination of this Agreement.

3. Subsection 1.1) of Schedule C is revoked and replaced by:

1.l) expend all Funds by December 31, 2018 and complete all projects approved for funding under the Strategic Priorities Fund and Innovations Fund by September 30, 2018.

B. Effects of the Amendments

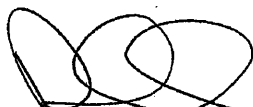
1. This Amending Agreement # 4 may be signed in counterpart and the signed copies will, when attached, constitute the original Amending Agreement # 4.
2. All sections of the Agreement necessary to give effect to the amendments contemplated in this Amending Agreement # 4 are hereby amended.
3. Except for the amendments provided in this Amending Agreement # 4, the obligations, covenants, and terms and conditions set forth in the Agreement shall continue to remain in full force and effect.

IN WITNESS WHEREOF the Parties have caused this Agreement to be duly executed on their behalf by duly authorized representatives as of the date signed by the last Party.

Each party hereby confirms that upon execution, this document will be fully enforceable.

HER MAJESTY THE QUEEN IN
RIGHT OF CANADA

Original Signed by:



The Honourable Denis Lebel
Minister of Transport,
Infrastructure and Communities

HER MAJESTY THE QUEEN IN
RIGHT OF BRITISH COLUMBIA

Original Signed by:



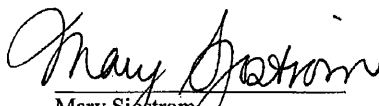
The Honourable Bill Bennett,
Minister of Community, Sport and
Cultural Development

Date: JAN 16 2013

Date: Feb. 13/13

THE UNION OF BRITISH
COLUMBIA MUNICIPALITIES

Original Signed by:



Mary Sjostrom
President, Union of British
Columbia Municipalities

Date: Feb 20/13

