



**NORTH COAST REGIONAL DISTRICT
REGULAR BOARD MEETING
AMENDED AGENDA**
Held at the Oona River Community Hall in Oona River, B.C.
Friday, June 15, 2018 at 4:00 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 North Coast Regional District Board held May 25, 2018	Pg 1-10
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4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

4.1	Minutes of the Regular Meeting of the Moresby Island Advisory Planning Commission held May 1, 2018	Pg 11-12
4.2	Resolution from the Regular Meeting of the Moresby Island Advisory Planning Commission held May 23, 2018	Pg 13-14
4.3	Minutes of the Regular Meeting of the Moresby Island Management Standing Committee held May 1, 2018	Pg 15-16

5. DELEGATIONS

None.	---
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6. FINANCE

6.1	S. Gill, Treasurer – Cheques Payable over \$5,000 for May, 2018	Pg 17
6.2	S. Gill, Treasurer – 2017 Statements of Financial Information/Audited Financial Statements	Pg 18-37

7. CORRESPONDENCE

7.1	Truck Loggers Association – TLA'S Mayoral Forestry Dinner at UBCM	Pg 38
7.2	Canadian Wood Council – 2018 Community Recognition Awards	Pg 39-40
7.3	Union of BC Municipalities – Call for Nominations for UBCM Executive	Pg 41-51
7.4	TransCanada – Notification Letter: Prince Rupert Gas Transmission Project	Pg 52-76

7.5	Roy Northern Land and Environmental – PNG Ridley Island High Pressure Pipeline Relocation Project	Pg 77-78
<u>Add:</u> <u>7.6</u>	Honourable Selina Robinson, Minister of Municipal Affairs and Housing – 2018 UBCM Meeting Request	Pg 78a
<u>Add:</u> <u>7.7</u>	Honourable John Horgan, Premier – 2018 UBCM Meeting Requests	Pg 78b

8. REPORTS / RESOLUTIONS

8.1	D. Fish, Corporate Officer – 2018 UBCM Convention – Resolutions & Meeting Requests	Pg 79-81
8.2	D. Fish, Corporate Officer – Draft Social Media Policy	Pg 82-90
8.3	S. Gill, Treasurer – Water Connection of Private Parcel	Pg 91-92
8.4	D. Chapman, Chief Administrative Officer – The Proposed Cannabis Control and Licensing Act	Pg 93-95

9. BYLAWS

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

10.1	M. Williams, Planning Consultant – Referral: BC Hydro	Pg 96-102
10.2	M. Williams, Planning Consultant – Land Referral: Subdivision (PID: 008-058-491)	Pg 103-109

11. NEW BUSINESS

11.1	Directors' Reports	Verbal
11.2	News Release: Northern Health – Northern Health Connections Expands Eligibility to Improve Access to Health-Related Travel	Pg 110

12. OLD BUSINESS

12.1	Electrical Vehicle Charging Network Collaboration Study Advisory Committee Appointment	Pg 111
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13. PUBLIC INPUT**14. IN-CAMERA**

None.	---
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15. ADJOURNMENT



NORTH COAST REGIONAL DISTRICT

MINUTES of the Regular Meeting of the Board of Directors of the North Coast Regional District (NCRD) held at 344 2nd Avenue West in Prince Rupert, B.C. on Friday, May 25, 2018 at 7:00 p.m.

PRESENT

PRIOR TO ADOPTION

Chair	B. Pages, Village of Masset
Directors	L. Brain, City of Prince Rupert B. Cunningham, City of Prince Rupert D. Franzen, District of Port Edward G. Martin Village of Queen Charlotte U. Thomas, Village of Port Clements D. Nobels, Electoral Area A L. Budde, Alternate, Electoral Area C M. Racz, Electoral Area D B. Beldessi, Electoral Area E (<i>via teleconference</i>)
Regrets	K. Bergman, Electoral Area C
Staff	D. Chapman, Chief Administrative Officer D. Fish, Corporate Officer S. Gill, Treasurer
Public	0
Media	0

1. CALL TO ORDER 7:01 p.m.

2. AGENDA

MOVED by Director Franzen, SECONDED by Director Racz, that the May 25th, 2018 North Coast Regional District Regular agenda be adopted as presented.

217-2018

CARRIED

3. MINUTES & BUSINESS ARISING FROM MINUTES

3.1 Minutes of the Regular Meeting of the North Coast Regional District Board held April 20, 2018

MOVED by Director Cunningham, SECONDED by Alternate Director Budde, that the minutes of Regular Meeting of the North Coast Regional District Board held April 20th, 2018 be adopted as presented.

218-2018

CARRIED

4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

- 4.1 Minutes of the Regular Meeting of the Moresby Island Management Standing Committee held April 3, 2018

MOVED by Director Beldessi, SECONDED by Director Franzen, that the minutes of Regular meeting of the Moresby Island Management Standing Committee held April 3, 2018 be received as presented.

219-2018

CARRIED

- 4.2 Minutes of the Regular Meeting of the Sandspit Water Service Advisory Committee held June 20, 2017

MOVED by Director Franzen, SECONDED by Director Beldessi, that the minutes of Regular meeting of the Sandspit Water Service Advisory Committee held June 20, 2017 be received as presented.

220-2018

CARRIED

- 4.3 Minutes of the Regular Meeting of the Moresby Island Advisory Planning Commission held March 22, 2018

MOVED by Director Nobels, SECONDED by Director Franzen, that the minutes of Regular meeting of the Moresby Island Advisory Planning Commission held March 22, 2018 be received as presented.

221-2018

CARRIED

5. IN CAMERA DELEGATIONS

MOVED by Director Nobels, SECONDED by Director Cunningham, that the Regular meeting of the North Coast Regional District Board be recessed at 7:07 p.m.;

AND THAT the Board move to the In-Camera meeting following the Regular meeting according to section 90(2)(b) of the *Community Charter* “the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.”

222-2018

CARRIED

Director Beldessi left the meeting at 8:14 p.m.

The Chair reconvened and called the Regular meeting to order at 8:40 p.m.

6. FINANCE

- 6.1 S. Gill, Treasurer – Cheques Payable over \$5,000 for April, 2018

MOVED by Director Nobels, SECONDED by Director Racz, that the staff report on Cheques Payable over \$5,000 issued by the North Coast Regional District for April, 2018 be received and filed.

223-2018

CARRIED

7. CORRESPONDENCE

- 7.1 International Bioenergy Conference and Exhibition Society – Canadian Bioeconomy Conference and Exhibition

MOVED by Director Nobels, SECONDED by Director Franzen, that the correspondence from the International Bioenergy Conference and Exhibition Society with respect to the Canadian Bioeconomy Conference and Exhibition to be held June 6th, 2018 in Prince George, B.C. be received.

224-2018

CARRIED

- 7.2 Federation of Canadian Municipalities – Highway 16 Electric Vehicle Charging Network Collaboration

MOVED by Director Racz, SECONDED by Director Franzen, that the correspondence from the Federation of Canadian Municipalities with respect to the Highway 16 Electric Vehicle Charging Network Collaboration be received for information.

225-2018

CARRIED

- 7.3 Community Energy Association – Kick Off for Highway 16 Electric Vehicle Charging Network Collaboration Study

MOVED by Director Racz, SECONDED by Director Thomas, that the correspondence from the Community Energy Association with respect to initiating the Highway 16 Electric Vehicle Charging Network Collaboration Study be received;

AND THAT the North Coast Regional District Board appoint Director Brain to the Highway 16 Electric Vehicle Charging Network Collaboration Study Advisory Committee;

AND FURTHER THAT the Board of the North Coast Regional District sanction the travel of Director Brain to attend the Highway 16 Electric Vehicle Charging Network Collaboration advisory committee meeting in Prince George, B.C. on June 5th, 2018.

226-2018

CARRIED

- 7.4 B. Lutz, Resident – Electric Vehicle Charging Station Funding

MOVED by Director Nobels, SECONDED by Director Brain, that the correspondence from Mr. Lutz with respect to electric vehicle charging station funding be received for information.

227-2018

CARRIED

- 7.5 B.C. Passenger Transportation Board – Passenger Transportation Application 256-17 (Reconsideration Request)

MOVED by Director Franzen, SECONDED by Director Brain, that the correspondence from the B.C. Passenger Transportation Board with respect to a reconsideration request for application 256-17 be received.

228-2018

CARRIED

- 7.6 Royal Canadian Marine Search and Rescue – A New Relationship to Support Community Emergency Preparedness and Response

MOVED by Director Franzen, SECONDED by Director Martin, that the correspondence from Royal Canadian Marine Search and Rescue with respect to support for community emergency preparedness and response be received.

229-2018

CARRIED

- 7.7 Honourable Rob Fleming, Minister of Education – **Premier's Awards for** Excellence in Education

MOVED by Director Franzen, SECONDED by Director Thomas, that the correspondence from the Honourable Rob Fleming, Minister of Education, with respect to **the Premier's Awards** for Excellence in Education received.

230-2018

CARRIED

- 7.8 Association of Vancouver Island and Coastal Communities – UBCM Excellence Awards and Resolution Disposition

MOVED by Director Nobels, SECONDED by Director Martin, that the correspondence from the Association of Vancouver Island and Coastal Communities with respect to the UBCM excellence awards and resolution disposition be received.

231-2018

CARRIED

- 7.9 Union of BC Municipalities – Oceans Protection Plan Consultation

MOVED by Director Nobels, SECONDED by Director Brain, that the correspondence from the Union of BC Municipalities with respect to consultation on the Oceans Protection Plan be received.

232-2018

CARRIED

- 7.10 Municipal Finance Authority of BC – 1st **Quarter Member's Report**

MOVED by Director Thomas, SECONDED by Director Brain, that the correspondence from the Municipal Finance Authority of BC with respect to **the first quarter member's** report be received for information.

233-2018

CARRIED

- 7.11 Citizens for Safe Technology – Upcoming Federation of Canadian Municipalities Agenda

MOVED by Director Racz, SECONDED by Director Brain, that the correspondence from Citizens for Safe Technology with respect to the upcoming federation of Canadian Municipalities agenda be received for information.

234-2018

CARRIED

- 7.12 Pacific Northern Gas – Notification: Ridley Island High Pressure Pipeline Relocation

MOVED by Director Cunningham, SECONDED by Director Brain, that the correspondence from Pacific Northern Gas with respect to notification of relocation of the Ridley Island high pressure pipeline be received.

235-2018

CARRIED

- 7.13 Northern Development Initiative Trust – Marketing Initiatives Program Project No. 4819-50

MOVED by Director Nobels, SECONDED by Director Racz, that the correspondence from Northern Development Initiative Trust with respect to rebate funding from the Marketing Initiatives Program Project No. 4819-50 be received for information.

236-2018

CARRIED

- 7.14 Pembina – Application for a Permit Under the Provisions of the Environmental Management Act

MOVED by Director Franzen, SECONDED by Director Brain, that the correspondence from Pembina with respect to its application for a permit under the provisions of the Environmental Management Act be received.

237-2018

CARRIED

- 7.15 Union of BC Municipalities – 2017 Resolutions

MOVED by Director Nobels, SECONDED by Director Brain, that the correspondence from the Union of BC Municipalities with respect to 2017 resolutions submitted by the North Coast Regional District be received.

238-2018

CARRIED

- 7.16 BC Emergency Health Services – Community Paramedicine Initiative

MOVED by Director Nobels, SECONDED by Director Martin, that the correspondence from the BC Emergency Health Services with respect to the community paramedicine initiative be received.

239-2018

CARRIED

8. REPORTS – RESOLUTIONS

- 8.1 Misty Isles Economic Development Society – 1st Quarter Grant Manager's Report

MOVED by Director Thomas, SECONDED by Director Nobels, that the report from Misty Isles Economic Development Society entitled "1st Quarter Grant Manager's Report" be received for information.

240-2018

CARRIED

- 8.2 D. Fish, Corporate Officer – BC Broadband Conference – May 1-2, 2018

MOVED by Director Nobels, SECONDED by Director Brain, that the memorandum from **staff entitled** “BC Broadband Conference – May 1-2, 2018” **be received** for information.

241-2018

CARRIED

- 8.3 D. Fish, Corporate Officer – Oona River – June 15-16, 2018

MOVED by Director Franzen, SECONDED by Director Martin, that the report from staff **entitled** “Oona River – June 15-16, 2018” **be received**;

AND THAT the June 15th, 2018 Regular meeting of the North Coast Regional District Board be held at the Oona River Community Hall at 4:00 p.m.

242-2018

CARRIED

The Board directed staff to schedule a Committee of the Whole meeting for Saturday, June 16th, 2018 at 1:00 p.m. at the Oona River Community Hall in Oona River, B.C.

- 8.4 D. Fish, Corporate Officer – Community Committees & Associations

MOVED by Director Franzen, SECONDED by Director Brain, that the report from staff **entitled** “Community Committees & Associations” **be received** for information.

243-2018

CARRIED

- 8.5 D. Fish, Corporate Officer – 2018 Business Façade Improvement Proposals

MOVED by Director Raczy, SECONDED by Director Nobels, that the report from staff **entitled** “2018 Business Façade Improvement Proposals” **be received**;

AND THAT the Board of the North Coast Regional District approve the Murrelet Trading Company’s application to the business façade improvement program in the amount of \$3,057.99.

244-2018

CARRIED

- 8.6 D. Fish, Corporate Officer – 2018 UBCM Convention

MOVED by Director Martin, SECONDED by Director Brain, that the memorandum from staff **entitled** “2018 UBCM Convention” **be received** for information.

245-2018

CARRIED

The Board identified the following topics for Ministerial meeting requests at the 2018 UBCM Convention:

- *BC Ferries scheduling;*
- *Electoral Areas A and C Official Community Plan;*
- *Haida Gwaii Community Forest;*
- *Ministry of Indigenous Relations and Reconciliation Treaty Negotiations.*

- 8.7 D. Fish, Corporate Officer – 2018 Election Cost Sharing with School Districts No. 50 & 52

MOVED by Director Racz, SECONDED by Director Nobels, that the staff report entitled “2018 Election Cost Sharing with School Districts No. 50 & 52” **be received**;

AND THAT the Board approve entering into separate cost sharing agreements with School District 50 and School District 52 for the conduct of 2018 local general elections.

246-2018

CARRIED

- 8.8 D. Fish, Corporate Officer & S. Gill, Treasurer – Mainland Arts and Culture Contribution Bylaw No. 621, 2018

MOVED by Director Nobels, SECONDED by Director Cunningham, that the staff **report entitled** “Mainland Arts and Culture Contribution Bylaw No. 621, 2018” **be received**;

AND THAT Bylaw No. 621, 2018 be given first reading.

247-2018

CARRIED

- 8.9 S. Gill, Treasurer – Haida Gwaii Recreation Budget Amendment

MOVED by Director Franzen, SECONDED by Director Martin, that the staff report **entitled** “Haida Gwaii Recreation Budget Amendment” **be received**;

AND THAT the Board of the North Coast Regional District authorize staff to amend the 2018-2022 Financial Plan Bylaw No. 622, 2018 to allocate funding from the Haida Gwaii Recreation service surplus, in the amount of \$4,100, toward the wages and insurance expense items of the Haida Gwaii Recreation service.

248-2018

CARRIED

- 8.10 M. William, Planning Consultant & D. Fish, Corporate Officer – OCP and Zoning Amendment – Graham Island

MOVED by Director Nobels, SECONDED by Director Racz, that the staff report entitled “OCP and Zoning Amendment – Graham Island” **be received** for information.

249-2018

CARRIED

9. BYLAWS

- 9.1 Bylaw No. 623, 2018 – Being a Bylaw to amend the Rural Graham Island Interim Zoning Bylaw 532, 2011 with respect to land uses permitted and Schedule C6

MOVED by Director Racz, SECONDED by Director Nobels, that Bylaw No. 623, 2018 be given second reading.

250-2018

CARRIED

MOVED by Director Thomas, SECONDED by Director Racz, that Bylaw No. 623, 2018 be given third reading.

251-2018

CARRIED

MOVED by Director Racz, SECONDED by Director Thomas, that Bylaw No. 623, 2018 be adopted.

252-2018

CARRIED

- 9.2 Bylaw No. 624, 2018 – Being a Bylaw to amend the Graham Island Interim Zoning Bylaw 192, 1993 zoning map with respect to land uses permitted

MOVED by Director Racz, SECONDED by Director Thomas, that Bylaw No. 624, 2018 be given second reading.

253-2018

CARRIED

MOVED by Director Brain, SECONDED by Director Racz, that Bylaw No. 624, 2018 be given third reading.

254-2018

CARRIED

MOVED by Director Racz, SECONDED by Director Franzen, that Bylaw No. 624, 2018 be adopted.

255-2018

CARRIED

10. LAND REFERRALS / PLANNING

- 10.1 M. Williams, Planning Consultant – Land Referral: Subdivision (PID: 008-058 -491)

MOVED by Director Racz, SECONDED by Director Martin, that the report from the consultant entitled “**Land Referral: Subdivision (PID: 008-058 -491)**” be received;

AND THAT the Board of the North Coast Regional District request additional information from the Ministry of Transportation and Infrastructure with respect to property access and rights of way.

256-2018

CARRIED

11. NEW BUSINESS

- 11.1 Director's Reports

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

Director Brain – City of Prince Rupert

- Director Brain is working with officials from port communities across the province to address the Port Property Tax Act cap currently in place for port properties.

Director Martin – Village of Queen Charlotte

- BC Housing announced it will be funding a 19-unit apartment building on 2nd Avenue in Queen Charlotte. Rents will be subsidized and support staff provided.

Director Franzen – District of Port Edward

- The 8-unit senior housing project in the District of Port Edward is moving ahead;
- Following completion of upgrades to lights and whistles on CN tracks, CN has

- indicated that it intends to twin the rail line through the district, possibly impacting works completed to upgrades; and
- Air emissions (coal) from the terminal have been heavy in the community.

Alternate Director Budde – Electoral Area C

- As part of a Government of Canada funded program, there are currently 5 students in the community completing various works; and
- There are currently a number of tree planters in the community.

Director Cunningham – City of Prince Rupert

- The City continues to work on road repair throughout municipal boundaries.

Director Thomas – Village of Port Clements

- The Village hosted BC Housing as a delegation at its last Regular Council meeting.

Director Racz – Electoral Area D

- Janine North has resigned from her position as Economic Development Officer for the Misty Isles Economic Development Society effective the end of June 2018.

Chair Pages – Village of Masset

- Adventure Paving is currently on-island, working in the Village of Masset to repave and repair road where the Village had previously dug-up waterlines.

257-2018

CARRIED

- 11.2 North Coast Regional District and Skidegate Band Council Solid Waste Service Agreement 2018-2019

MOVED by Director Racz, SECONDED by Director Brain, that the proposed agreement between the North Coast Regional District and the Skidegate Band Council for solid waste services be received;

AND THAT that the Board of the North Coast Regional District authorize staff to enter into agreement, as presented, with the Skidegate Band Council for the provision of solid waste services.

258-2018

CARRIED

- 11.3 North Coast Regional District and Old Massett Village Council Solid Waste Service Agreement 2018-2020

MOVED by Director Racz, SECONDED by Director Franzen, that the proposed agreement between the North Coast Regional District and the Old Massett Village Council for solid waste services be received;

AND THAT that the Board of the North Coast Regional District authorize staff to enter into agreement, as presented, with the Old Massett Village Council for the provision of solid waste services.

259-2018

CARRIED

- 11.4 Press Release: Northern Development Initiative Trust puts Communities in the **Driver's** Seat and Funds their Economic Development Priorities

MOVED by Director Franzen, SECONDED by Director Martin, that the press release from Northern Development Initiative Trust with respect to economic development priorities be received for information.

260-2018

CARRIED

- 11.5 Press Release: Tele-PICU Connects Northern Pediatric Patients with Specialist Care

MOVED by Director Nobels, SECONDED by Director Franzen, that the press release from Northern Health with respect to the tele-pediatric intensive care unit at Mills Memorial Hospital be received for information.

261-2018

CARRIED

12. OLD BUSINESS

- 12.1 Haida Gwaii Commitment to Clean Energy Declaration

MOVED by Director Racz, SECONDED by Director Thomas, that the Haida Gwaii Commitment to Clean Energy Declaration be received;

AND THAT the Board of the North Coast Regional District sign the Haida Gwaii Commitment to Clean Energy Declaration.

262-2018

CARRIED

13. PUBLIC INPUT

There were 0 questions from the public.

14. IN CAMERA

MOVED by Director Franzen, SECONDED by Director Martin, that the Board move to the In-Camera meeting following the Regular meeting according to section 90(1)(c) and (k) of the ***Community Charter*** "labour relations or other employee relations" and "**negotiations and related discussions** respecting the proposed provision of a municipal service that are at their preliminary stages."

263-2018

CARRIED

15. ADJOURNMENT

MOVED by Director Franzen, SECONDED by Director Brain, that the North Coast Regional District Regular Board meeting be adjourned at 10:35 p.m.

264-2018

CARRIED

Approved and adopted:

Certified correct:

Chair

Corporate Officer



NORTH COAST REGIONAL DISTRICT

MORESBY ISLAND ADVISORY PLANNING COMMISSION

MINUTES of the Regular Meeting of the Moresby Island Advisory Planning Commission (MIAPC) held at Sandspit Community Office, Sandspit, B.C. on May 1, 2018 at 7:00 PM.

Adopted May 23, 2018

PRESENT Doug Gould, Gordon Usher, Stan Hovde

ABSENT

Chair Doug Gould

Staff

Public 7

1. CALL TO ORDER 8:25 PM

2. CONSIDERATION OF AGENDA (ADDITIONS/DELETIONS)

2.1 Agenda May 1, 2018 meeting

005-2018 MOTION to accept agenda as presented moved by Gord Usher, seconded by Stan Hovde , Carried

3. MINUTES & BUSINESS ARISING FROM MINUTES

3.1 Minutes - March 22, 2018 Meeting

006-2018 MOTION to adopt and file Minutes from March meeting moved by Stan Hovde, Seconded by Gord Usher, Carried

4. DELEGATIONS

None

5. CORRESPONDENCE

None

6. REPORTS – RESOLUTIONS

None

7. OLD BUSINESS

None

8. NEW BUSINESS

8.1 Mount Moresby Adventure Camp renewal/expansion of tenure.

008-2018 MOTION to request for Mount Moresby Adventure Camp renewal and Department of Forestry to meet for an informational meeting at their convenience moved by Gord Usher, seconded by Stan Hovde, Carried

9. PUBLIC INPUT

10. IN CAMERA

None

11. ADJOURNMENT

009-2018 9:45 PM, MOTION to adjourn moved by Gord Usher, CARRIED

Approved and adopted:

Certified correct:

Chair

Secretary

MMAC tenure application recommendations for NCRD at MIAPC meeting May 23:

Background:

- It is our understanding that the original License/Tenure contained a condition that the Camp and its operation would not interfere with logging. We surmise that this caveat was lost/dropped during a renewal. Our request for a copy of the original tenure has not been responded to at this point. Unauthorized trails were cut through areas to access the creek as well as other areas frequented by the camp. The foreshore lease/tenure was held in conjunction with the Haida Fisheries coho rearing program associated with the Pallent Creek hatchery, which no longer exists.
- Part of the area under application is a proposed timber cut block (Mosq13) which was held by Teal- Jones/A&A Trading. MMAC approached the Solutions Table and the CHN regarding this intrusion/potential obstacle to their six week education program and their trails. A&A Trading subsequently withdrew their permit and FLNRO suggested that MMAC apply for a Tenure. This Tenure would allow MMAC to work on the foreshore and floats as well as develop and maintain trails legally.
- There is community support for a foreshore tenure (License of Occupation) to be added to the existing site tenure so long as the public is not excluded. FLNRO requires some form of tenure prior to development/repair of infrastructure. However we have concerns as to whether or not MMAC Insurance will allow the facility to be used by the public. We have not received this assurance..
- Timber harvesting has been obstructed contrary to the original tenure terms. We have reviewed the expansion of tenure in the light of the original tenure conditions as we understand them, in conjunction with public input as well as consideration of information provided in the Management Plan. We do not feel that the present usage of the camp justifies the loss of commercial timber harvest.
- The Management Plan points out that a significant (one third) of the 53.5 hectares is set aside from logging for various reason such as protected areas including riparian zones and red cedar/sitka spruce skunk cabbage ecosystem type. We suggest that this is where the trails and infrastructure should be built in order to facilitate educational opportunities that don't conflict with other uses of the area. FLNRO has said that a License of Occupation does not exclude logging but the applicants have made it clear that they wish to protect the area and would not log it for any reason including generating an income source to maintain the camp. Some members of the public suggested that the camp should incorporate logging/regeneration as part of their Forest Stewardship Education.
- MIAPC representatives Gord Usher and Doug Gould met with MMAC representatives at the camp in November 2017 and Mr Gould walked some of the

existing trails. We are not aware of any permitting granted to develop the trails. Mr Usher and Mr Gould tentatively supported the MMAC Board in their goal to continue to maintain the camp for education purposes but stated that public interests would like to see significantly more than six weeks use a year in order to justify the tenure. At the end of the process the public had reservations about the loss of cut and the low usage of the facility combined with the significant size of the area adjacent to the camp available for educational purposes, not impacting timber harvest.

Motion: MIAPC Recommendations:

1: We support the addition of a foreshore component to the original tenure.

2: Because MMAC is already in their education season we see no need to rush the process. We recommend that MMAC work with FLNRO to map out the Forestry exclusions within the application area and work to develop Tenure layout that minimizes impairment of potential cut-blocks. The inclusion of parts of Mosq13 cut block in the tenure is mainly to protect trails that were developed without permit and have impaired timber harvesting contrary to the original tenure agreement. These trails should not be developed further.

3: If recommendation (2) is not acceptable we recommend the following. If MMAC accepts the following conditions then NCRD should recommend a 10 year, single, non-exclusive License of Occupation Tenure be established as detailed in the Application:.

- For 5 years from the date of the Tenure approval FLNRO shall not issue cutting permits on the Tenure. This will give MMAC time to develop their program and (new) trails.
- Any new trails will be developed in areas protected from logging under the Forestry guidelines and not outside the Tenure. Existing trails in harvestable timber areas will allow the camp to function as they work towards alternative trail access/program growth.
- In 5 years MMAC will demonstrate at least 10 weeks of annual program usage and provide Regional District with a plan detailing how they hope to continue to expand the program in the following 5 years. NCRD will be the sole judge of whether or not they have achieved these goals.
- If MMAC does not achieve these goals in 5 years then they must not (there-after) obstruct cutting permits being issued or timber harvesting on the Tenure.

4: ***If MMAC does not accept these conditions NCRD should recommend only the renewal of the existing tenure with the addition of foreshore and reinstate a version of the original clause that logging not be impeded by the existence of the Adventure Camp.***



NORTH COAST REGIONAL DISTRICT

MORESBY ISLAND MANAGEMENT STANDING COMMITTEE

MINUTES of the Regular Meeting of the Moresby Island Management Standing Committee (MIMSC) held at Sandspit Community Centre, Sandspit, B.C. on May 1, 2018 at 7:00 PM.

Adopted June 5, 2018

PRESENT Bill Quaas, Bill Beldessi, Stan Hovde

ABSENT Gail Henry, Behn Cochrane

Chair Gail Henry

Vice Chair Behn Cochrane

Staff Barb Parser, Absent

Public

1. CALL TO ORDER 7:20 PM

2. CONSIDERATION OF AGENDA (additions/deletions)

2.1 Agenda April 2018

022-2018 MOTION to adopt agenda as presented moved by Bill Quaas, seconded by Bill Beldessi, Carried

3. MINUTES & BUSINESS ARISING FROM MINUTES

3.1 Minutes April 2018

023-2018 MOTION to adopt and file April Minutes, moved by Bill Beldessi, seconded by Bill Quaas, Carried

4. DELEGATIONS

4.1 Sgt Terry Gillespie - RCMP QC Detachment - Quarterly Report

5. CORRESPONDENCE - None

6. REPORTS – RESOLUTIONS

6.1 Water Operators Report

024-2018 MOTION to receive and file Water Operators Report moved by Bill Quaas, seconded by Stan Hovde, Carried

6.2 Directors Report - Discussion regarding Airport to no longer supply water to the Super Valu Store

7. OLD BUSINESS - None

8. NEW BUSINESS Moresby Market Proposal for GT Funding of 906.01

025-2018 MOTION to write letter of support for Moresby Market, purchase of tables moved by Bill Quaas, seconded by Bill Beldessi, Carried

9. PUBLIC INPUT

10. IN CAMERA

11. ADJOURNMENT

026-2018 Motion to Adjourn by Bill Quaas, 8:20 PM, Carried

Approved and adopted:

Certified correct:

Chair

Secretary

North Coast Regional District
Cheques payable over \$5,000 - MAY, 2018

Payable To	Date	Amount	Purpose
Big Red Enterprises Ltd.	2-May	\$ 17,322.69	April Garbage Collection
Pacific Blue Cross	2-May	\$ 6,907.55	April PBC & BC Life Premiums
Vancouver Island Regional Library (VIRL)	15-May	\$ 15,423.00	VIRL Tax Levy - 2nd Quarter
Community Energy Association	30-May	\$ 9,000.00	Contribution-Hwy 16/97 EV Charging Network Collaboration Study
Mason Lift Ltd.	31-May	\$ 42,014.45	New Toyota Forklift - RR
Municipal Pension Plan	2-May	\$ 6,532.91	Payroll Remittance (PP9-2018)
Receiver General	2-May	\$ 13,655.83	Payroll Remittance (PP9-2018)
Municipal Pension Plan	15-May	\$ 6,713.02	Payroll Remittance (PP10-2018)
Receiver General	15-May	\$ 11,907.17	Payroll Remittance (PP10-2018)

CHEQUES OVER \$5,000:	\$	129,476.62
CHEQUES UNDER \$5,000:	\$	51,659.32
TOTAL CHEQUES:	\$	181,135.94



Staff Report – Regular Meeting

Date: June 15, 2018

To: D. Chapman, Chief Administrative Officer

From: S. Gill, Treasurer

Subject: 2017 Statements of Financial Information/Audited Financial Statements

Recommendation:

THAT the Board receives the staff report “2017 Statement of Financial Information”;

AND THAT the Board approves the Statement of Financial Information as presented;

AND FURTHER THAT the 2017 Audited Financial Statements be adopted as presented.

DISCUSSION:

As required under the Local Government Act *Section 376*, the North Coast Regional District is required to prepare the Statement of Financial Information (SOFI) as well as present the audited financial statements of the previous year. Public notice was given that the SOFI report and the audited financial statements are available for public viewing. To this date, no public comments have been received. These two reports must be approved by the Board before June 30th each year.

Most of the information that must be presented in the SOFI report is contained in the Audited Financial Statements (Attachment 3); however, additional information required includes:

- A Schedule showing the remuneration and expenses incurred on behalf of all elected officials (Attachment 1);
-

- A Schedule showing the salaries and expenses incurred on behalf of all employees earning \$75,000 or more (Attachment 1); and,
- A Schedule showing the payments made to all vendors who were paid \$25,000 or more (Attachment 2).

Attachment 1:

NORTH COAST REGIONAL DISTRICT			
2017			
SCHEDULE SHOWING THE REMUNERATION AND EXPENSES			
PAID TO OR ON BEHALF OF EACH EMPLOYEE			
As Required by Section 2(3)(a) of the Financial Information Act			

1. Elected Officials and Members of the Board of Directors

NAME	POSITION	REMUNERATION	EXPENSES
Pages, Barry	Chair	21,352	16,422
Nobels, Des	Vice Chair	17,154	5,643
Beldessi, Bill	Member, Board	17,454	7,501
Bergman, Karl	Member, Board	16,980	7,413
Racz, Michael	Member, Board	17,280	7,416
Kinney, Nelson	Member, Board	13,678	0
Brain, Lee	Member, Board	13,507	1,185
Franzen, Dan	Member, Board	13,333	1,033
Thomas, Urs	Member, Board	8,901	3,102
Daugert, Douglas	Member, Board	6,006	2,547
Martin, Greg	Member, Board	13,630	4,100
Budde, Lutz	Alternate Member, Board	174	301
Cunningham, Barry	Alternate Member, Board	1,220	945
MacKenzie, Christine	Alternate Member, Board	697	0
MacMullin, Joanne	Alternate Member, Board	697	694
TOTAL:		162,066	58,302

2. Employees

NAME	REMUNERATION	EXPENSES
Chapman, Doug	146,601	10,836
DesChamp, Timothy	95,481	6,544
Fish, Daniel	100,252	8,905
Gill, Sukhraj	105,398	5,180
Kidd, Robert	95,557	3,886
Consolidated Total of other employees with remuneration and expenses of \$75,000 or less	713,015	12,843
TOTAL:	1,256,304	48,195

3. Reconciliation

	REMUNERATION	EXPENSES
Total Remuneration - Elected Officials and Members of the Board of Directors	162,066	58,302
Total Remuneration - Other Employees	1,256,304	48,195
SUB-TOTAL	1,418,370	106,496
Reconciling Items	0	0
TOTAL per Statement of Revenue and Expenditure	1,418,370	106,496
Variance	0	0

Attachment 2:

NORTH COAST REGIONAL DISTRICT
2017
SCHEDULE SHOWING PAYMENTS
MADE FOR THE PROVISION OF GOODS OR SERVICES

1. Alphabetical list of suppliers who received aggregate payments exceeding \$25,000

Supplier Name	Aggregate amount paid to supplier
Aggressive Transport Ltd.	30,294
BC Hydro	35,614
Big Red Enterprises Ltd.	207,059
C. and C. Beachy Contracting Ltd.	41,624
City of Prince Rupert	65,936
CUETS Financial	51,027
Fast Fuels Ltd	25,778
Municipal Pension Plan	155,853
Munro Thompson Communications Inc.	52,277
Pacific Blue Cross	74,397
Prudhomme, Bob	37,370
Receiver General	295,980
Ticker's Hauling and Storage	146,886
Upanup Studios Inc.	51,701
Urban Systems Ltd.	32,459
Total aggregate amount paid to suppliers	1,304,255

2. Consolidated total paid to suppliers who received aggregate payments of \$25,000 or less

Consolidated total <\$25,000	673,035
--	----------------

3. Total of payments to suppliers for grants and contributions exceeding \$25,000

Consolidated total of grants exceeding \$25,000	401,537
Consolidated total of contributions exceeding \$25,000	0
Consolidated total of all grants and contributions exceeding \$25,000	401,537

4. Reconciliation

Total of aggregate payments exceeding \$25,000 paid to suppliers	1,304,255
Consolidated total of payments of \$25,000 or less paid to suppliers	673,035
Consolidated total of all grants and contributions exceeding \$25,000	401,537
Consolidated total of all grants under \$25,000	45,988
TOTAL Cheques	2,424,816

Reconciling Items *

Total Cheques carried forward from page 1	2,424,816
Less Benefits:	
Pacific Blue Cross/BC Life	-74,397
Municipal Pension Plan	-155,853
Medical Services Plan	-14,400
WCB	-18,700
Receiver General for Canada	-295,980
Revised Total:	1,865,485
Total per Statement of Revenue and Expenditures (Note 9. Expenditures by Type-Purchased services, grants and supplies)	1,865,485
Variance *	0

* Note: If you cannot provide reconciling items, please provide an explanation of the variance.

☐ Prepared under the Financial Information Regulation, Schedule 1, Section 7 and the *Financial Information Act*, Section 2.

Attachment 3

**NORTH COAST
REGIONAL DISTRICT
FINANCIAL STATEMENTS
DECEMBER 31, 2017**

DRAFT

**NORTH COAST
REGIONAL DISTRICT**

INDEX TO FINANCIAL STATEMENTS

DECEMBER 31, 2017

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**

DRAFT

**NORTH COAST REGIONAL DISTRICT
STATEMENT OF FINANCIAL POSITION
DECEMBER 31
STATEMENT A**

	2017	2016
	\$	\$
FINANCIAL ASSETS		
Cash and investments (note 1)	3,863,296	3,578,517
Trade and other receivables (note 2)	501,030	469,882
MFA deposit (note 3)	309,417	311,049
Due from Municipalities	<u>14,129,576</u>	<u>14,945,025</u>
	<u>18,803,319</u>	<u>19,304,473</u>
LIABILITIES		
Accounts payable and accruals (note 4)	344,922	391,221
Landfill closure costs accrual (note 5)	335,240	291,196
Deferred revenue (note 6)	1,740,452	1,513,610
MFA debt reserve (note 3)	309,417	311,049
MFA loans for Regional District (note 7)	27,898	69,449
Debentures issued for Municipalities (note 8)	<u>14,129,576</u>	<u>14,945,025</u>
	<u>16,887,505</u>	<u>17,521,550</u>
NET FINANCIAL ASSETS	1,915,814	1,782,923
Physical assets (note 1 and schedule 4)	3,070,508	3,177,619
Prepaid expenses	<u>6,399</u>	<u>8,623</u>
NET POSITION	<u>4,992,721</u>	<u>4,969,165</u>
REGIONAL DISTRICT POSITION		
Operating surplus (schedule 1)	1,318,566	1,239,338
Reserve funds (schedule 2)	631,545	621,657
Equity in Physical Assets (note 1 and schedule 3)	<u>3,042,610</u>	<u>3,108,170</u>
	<u>4,992,721</u>	<u>4,969,165</u>

APPROVED BY THE BOARD

_____ Chair

_____ Treasurer

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**NORTH COAST REGIONAL DISTRICT
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED DECEMBER 31**

STATEMENT B

	Unaudited Budget 2017 \$	Actual 2017 \$	Actual 2016 \$
REVENUE			
Taxation	1,453,530	1,453,534	1,444,177
Grants in lieu	60,760	148,031	141,948
Sales, fees and other	1,524,770	1,672,818	1,661,995
Provincial, federal and other grants	303,095	259,388	440,845
Municipal debt payments	1,311,842	1,175,441	1,497,539
	<u>4,653,997</u>	<u>4,709,212</u>	<u>5,186,504</u>
EXPENDITURE			
Administration	752,380	888,196	721,117
Electoral areas	197,430	161,018	156,637
Grant-in-aid	15,085	5,763	2,770
Municipal debt service	1,311,842	1,175,441	1,497,539
Sandspit fire protection	28,600	41,390	15,470
Emergency programming	20,470	1,172	26,388
Islands solid waste	940,930	965,154	932,491
Regional recycling	671,400	637,918	691,219
Planning	67,250	45,213	168,500
Economic development	77,370	42,941	28,915
Prince Rupert Regional Archives	85,980	90,340	88,505
North Pacific Cannery	95,620	102,100	102,000
Haida Gwaii Museum	75,980	77,100	76,500
Vancouver Island Regional Library	44,160	48,280	44,156
Haida Gwaii recreation	129,810	142,955	122,530
Sandspit hall	18,100	10,322	10,381
Mainland recreation	11,620	13,025	11,818
Sandspit water utility	106,200	86,558	102,185
Feasibility Studies	15,540	3,968	-
Amortization / loss on disposal	-	146,802	153,527
	<u>4,665,767</u>	<u>4,685,656</u>	<u>4,952,648</u>
REVENUE OVER EXPENDITURE	- 11,770	23,556	233,856
OPENING REGIONAL DISTRICT POSITION	<u>4,969,165</u>	<u>4,969,165</u>	<u>4,735,309</u>
CLOSING REGIONAL DISTRICT POSITION	<u>4,957,395</u>	<u>4,992,721</u>	<u>4,969,165</u>

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NORTH COAST REGIONAL DISTRICT
STATEMENT OF CASH FLOWS
YEAR ENDED DECEMBER 31
STATEMENT C

	2017	2016
	\$	\$
OPERATING ACTIVITIES		
Revenue over expenditure	23,556	233,856
Amortization / loss on disposal	146,802	153,527
Landfill closure costs accrual	44,044	43,418
Accounts payables and accruals	- 46,299	78,393
Trade and other receivables	- 31,148	- 162,728
Deferred revenue	226,842	129,585
Prepaid expenses	2,224	14,814
	<u>366,021</u>	<u>490,865</u>
FINANCING ACTIVITIES		
Debt repayment	<u>- 41,551</u>	<u>- 75,228</u>
INVESTING ACTIVITIES		
Purchase of physical assets	- 39,691	- 45,061
Sale of physical assets	<u>-</u>	<u>6,000</u>
	<u>- 39,691</u>	<u>- 39,061</u>
CHANGE IN CASH	284,779	376,576
OPENING CASH AND INVESTMENTS	<u>3,578,517</u>	<u>3,201,941</u>
CLOSING CASH AND INVESTMENTS	<u>3,863,296</u>	<u>3,578,517</u>

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NORTH COAST REGIONAL DISTRICT
STATEMENT OF CHANGES IN NET FINANCIAL ASSETS
YEAR ENDED DECEMBER 31

STATEMENT D

	2017	2016
	\$	\$
Revenue over expenditure	23,556	233,856
Amortization of physical assets	146,802	153,527
Purchase of physical assets	- 39,691	- 45,061
Sale of physical assets	-	6,000
Prepaid expenses	<u>2,224</u>	<u>14,814</u>
Increase in net financial assets	132,891	363,136
Opening net financial assets	<u>1,782,923</u>	<u>1,419,787</u>
Closing net financial assets	<u>1,915,814</u>	<u>1,782,923</u>

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NORTH COAST REGIONAL DISTRICT

NOTES

DECEMBER 31, 2017

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 requisitioned 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

The Regional District measures financial assets and liabilities at market value at the date of acquisition except for those investments quoted in an active market, which are reported as market value.

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.

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NORTH COAST REGIONAL DISTRICT

NOTES

DECEMBER 31, 2017

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 public sector accounting standards 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. TRADE AND OTHER RECEIVABLES

	2017	2016
Provincial and Federal governments	\$ 102,982	\$ 190,492
Regional and local governments	182,031	157,510
Trade receivables and other	<u>216,017</u>	<u>121,880</u>
	<u>\$ 501,030</u>	<u>\$ 469,882</u>

3. 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.

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NORTH COAST REGIONAL DISTRICT

NOTES

DECEMBER 31, 2017

4. ACCOUNTS PAYABLE AND ACCRUALS

	2017	2016
Provincial and Federal governments	\$ 15,482	\$ 10,825
Regional and local governments	36,285	84,764
Payroll	135,792	137,653
Trade payables and other	<u>157,363</u>	<u>157,979</u>
	<u>\$ 344,922</u>	<u>\$ 391,221</u>

5. LANDFILL CLOSURE COSTS ACCRUAL

The Regional District is responsible for closing a landfill on Haida Gwaii in accordance with Ministry of Environment regulations. Management has prepared its estimates using a provisional phased closure plan.

6. 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.

	2017	2016
Gas tax	\$ 1,681,195	\$ 1,456,161
Other	<u>59,257</u>	<u>57,449</u>
	<u>\$ 1,740,452</u>	<u>\$ 1,513,610</u>

7. MFA LOANS FOR REGIONAL DISTRICT

Loans are with the Municipal Finance Authority and are being repaid in accordance with approved bylaws and agreements.

8. 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.

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NORTH COAST REGIONAL DISTRICT

NOTES

DECEMBER 31, 2017

8. DEBENTURES ISSUED FOR MUNICIPALITIES (continued)

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.

9. EXPENDITURES BY TYPE

	2017	2016
Director remuneration	\$ 162,066	\$ 155,475
Director travel	41,433	39,893
Staff remuneration and benefits	1,256,304	1,248,140
Staff travel and education	37,305	39,173
Interest	820	21,809
Purchased services, grants and supplies	1,865,485	1,797,092
Municipal debt payments	1,175,441	1,497,539
Amortization	146,802	153,527
	<u>\$ 4,685,656</u>	<u>\$ 4,952,648</u>

10. 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 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 185,000 active members and approximately 80,000 retired members. Active members include approximately 37,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate is then adjusted to the extent there is amortization of any funding deficit.

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NORTH COAST REGIONAL DISTRICT

NOTES

DECEMBER 31, 2017

10. PENSION INFORMATION (continued)

The most recent actuarial valuation as at December 31, 2015 indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis. The next valuation will be as at December 31, 2018 with results available in 2019.

Employers participating in the Plan record their pension expenses as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate with the result that there is no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the plan.

The Regional District paid \$81,463 (2016 - \$82,229) for employer contributions to the plan in fiscal 2017.

11. PURPOSE OF ORGANIZATION

The North Coast 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 services ranging from solid waste management and recycling to land use planning, water supply and public safety.

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NORTH COAST REGIONAL DISTRICT
STATEMENT OF SURPLUS
YEAR ENDED DECEMBER 31
SCHEDULE 1

	2017	2016
	\$	\$
Administration	161,739	229,477
Electoral areas	226,904	186,308
Grant-in-aid	23,157	18,637
Sandspit fire protection	-	12,768
Emergency programming	95,291	75,233
Islands solid waste	157,645	222,788
Regional recycling	225,644	127,910
Planning	142,242	120,951
Economic development	64,451	43,729
Prince Rupert Regional Archives	21,462	18,858
North Pacific Cannery	44,282	35,259
Haida Gwaii Museum	10,212	8,638
Vancouver Island Regional Library	3,864	6,563
Haida Gwaii recreation	16,700	25,363
Sandspit hall	25,222	16,987
Mainland recreation	786	1,338
Sandspit water utility	87,050	77,833
Feasibility studies	11,915	10,698
	<u>1,318,566</u>	<u>1,239,338</u>

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**NORTH COAST REGIONAL DISTRICT
STATEMENT OF RESERVE FUNDS
YEAR ENDED DECEMBER 31
SCHEDULE 2**

	2017	2016
	\$	\$
Opening balance	621,657	635,550
Interest	9,888	15,852
Transfer to Operating Fund	<u>-</u>	<u>- 29,745</u>
Closing balance	<u>631,545</u>	<u>621,657</u>

Represented by the following reserve funds

Bylaw 486 Sandspit Water	91,542	90,108
Bylaw 561 Electoral Area Administration	39,895	39,270
Bylaw 566 General Administration	86,442	85,087
Bylaw 567 Feasibility Studies	27,091	26,667
Bylaw 568 Regional Recycling - Other	37,308	36,723
Bylaw 568 Regional Recycling - Building	118,904	117,051
Bylaw 569 Island Solid Waste	230,280	226,670
Bylaw 569 Landfill Closure	-	-
Bylaw 602 Haida Gwaii Recreation	<u>83</u>	<u>81</u>
	<u>631,545</u>	<u>621,657</u>

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NORTH COAST REGIONAL DISTRICT
STATEMENT OF CHANGES IN EQUITY IN PHYSICAL ASSETS
YEAR ENDED DECEMBER 31
SCHEDULE 3

	2017	2016
	\$	\$
Opening balance	<u>3,108,170</u>	<u>3,147,409</u>
Increase (decrease) in equity		
Contribution from operations	39,691	45,061
Sale of physical assets	-	- 6,000
Debt repayment	41,551	56,756
Actuarial additions	-	18,471
Amortization / loss on disposal	<u>- 146,802</u>	<u>- 153,527</u>
	<u>- 65,560</u>	<u>- 39,239</u>
Closing balance	<u>3,042,610</u>	<u>3,108,170</u>

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NORTH COAST REGIONAL DISTRICT
STATEMENT OF PHYSICAL ASSETS
YEAR ENDED DECEMBER 31
SCHEDULE 4

	COST				ACCUMULATED AMORTIZATION				NET BOOK VALUE	
	Opening Balance	Additions	Disposals	Closing Balance	Opening Balance	Annual Amortization	Disposals	Closing Balance	Total 2017	Total 2016
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Land	279,748	-	-	279,748	-	-	-	-	279,748	279,748
Buildings	1,556,043	-	-	1,556,043	378,538	38,901	-	417,439	1,138,604	1,177,505
Automotive	244,758	-	-	244,758	102,420	22,114	-	124,534	120,224	142,338
Equipment	507,403	39,691	-	547,094	255,815	40,048	-	295,863	251,231	251,588
Infrastructure	1,829,571	-	-	1,829,571	503,131	45,739	-	548,870	1,280,701	1,326,440
	4,417,523	39,691	-	4,457,214	1,239,904	146,802	-	1,386,706	3,070,508	3,177,619

DRAFT

NCRD INFO

From: Shannon Hudson <shannon@tla.ca>
Sent: Wednesday, May 16, 2018 12:11 PM
To: info@sqcrd.bc.ca
Subject: TLA Dinner at UBCM

Dear Chair Pages,

The Truck Loggers Association (TLA) would appreciate the opportunity to share important forest industry information that will impact Skeena-Queen Charlotte.

Please Join Us For The TLA's Mayoral Forestry Dinner at UBCM

The Truck Loggers Association cordially invites you to attend
The TLA's Mayoral Forestry Dinner

**This essential event will show how you and your community can support and benefit from your local forest industry—
 and provide you an opportunity to network and compare what other forestry communities are doing.**

Logging contractors are the economic backbone of rural communities. They create secure, well-paid local jobs, which comprise part of the 140,000 direct jobs created by the forest sector in BC.

Find out how Skeena-Queen Charlotte can be part of our success today!

While this invitation is directed at mayors, we encourage you to invite up to two engaged stakeholders such as councillors or city managers to attend with you.

Please RSVP by August 1, 2018 as space is limited.

Date:

Monday, September 10, 2018

Location:

Squamish Lil'wat Cultural Centre
 4584 Blackcomb Way
 Whistler, BC V0N 1B4

Time:

Cocktail Reception: 5 p.m.

Dinner: 6 – 9 p.m.

We respect your time and will begin dinner promptly at 6 p.m.

Please RSVP to Shannon Hudson at
Shannon@tla.ca or 604-684-4291 ext. 0

We look forward to seeing you there!

Best regards,

May 15, 2018

Dear Mayor and Members of Council:

The 2018 Community Recognition Awards Call for Nominations is now open!

I invite your community to identify a recently completed civic building or structure with wood use (either architecturally or structurally), and submit your nomination for the 2018 Community Recognition Awards, to be presented at the UBCM in Whistler. The awards are presented annually to local governments that advocate for using wood in a local project, or through visionary initiatives that work toward building a community culture of wood. Wood use in public buildings brings pride to BC towns and cities, leaves a lasting legacy and celebrates BC's wood culture.

If you are thinking of a new project, there has never been a better time to take advantage of the many benefits wood has to offer.

Why wood? Wood is good!

Choosing wood for civic buildings is good for cultural, environmental, budgetary and health reasons. It's also a good choice for our economy, since forestry is a significant economic engine in BC, and directly or indirectly benefits us all. We are proud to say that BC is recognized as a global leader for wood innovation in building and design, with taller and larger wood buildings being built in centres all around the province, using technologically advanced wood products and building systems - made in BC.

It is also the best choice for the environment, as nothing can make a green building "greener" than optimizing the use of wood, which has a smaller carbon footprint than other building materials. Wood also benefits occupants in the indoor environment. Research has shown people thrive when working and learning in beautiful and high-quality spaces finished with natural materials like wood.

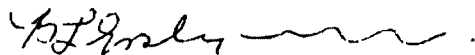
What's new in the world of wood? Consider the advantages and possibilities.

Wood WORKS! BC and the Canadian Wood Council are here to offer our technical expertise, training and education to help your local government realize a lower carbon footprint, competitive building costs, and comfortable, high-performance and effective spaces for your community. Please call me if you are ready to move forward with a new civic project. I can provide information on the professional technical services Wood WORKS! BC offers to your project teams, FREE of charge.

The Wood WORKS! BC Community Recognition Awards program is your opportunity to showcase your community and a wood project that has brought pride to your citizens.

Submit your nomination today! www.wood-works.ca/bc

Regards,

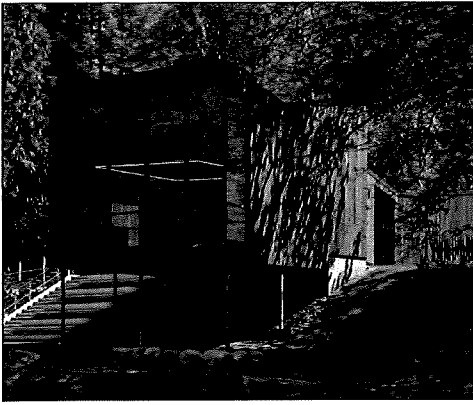


Lynn Embury-Williams
Executive Director
Wood WORKS! BC
1 877 929 9663 – ext. 1
Lembury-williams@wood-works.ca

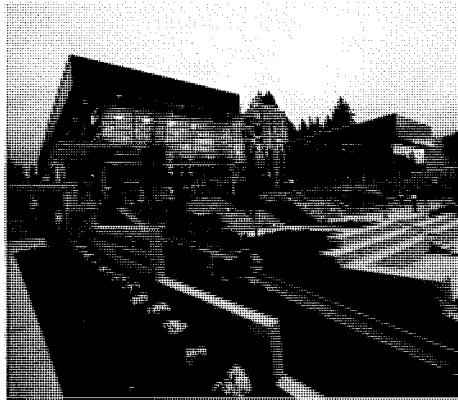
PS Please note that nominations are only open to local governments and their projects. Projects must have been completed within the last three years and built in whole or part with local government funds. Self-nominations are accepted and encouraged.

Deadline for nominations: Friday, August 24, 2018

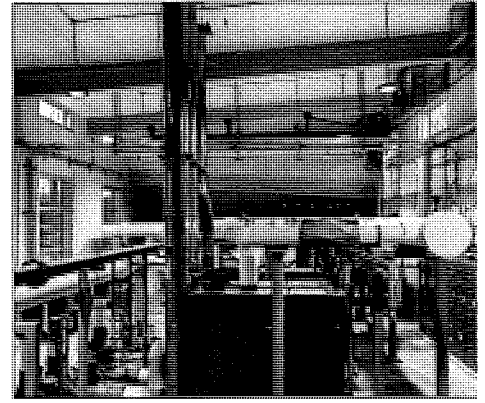
2017 Community Recognition Award Winners



LMLGA -- Lower Mainland Local Government Association:
Metro Vancouver for the Kanaka Creek Watershed Stewardship Centre



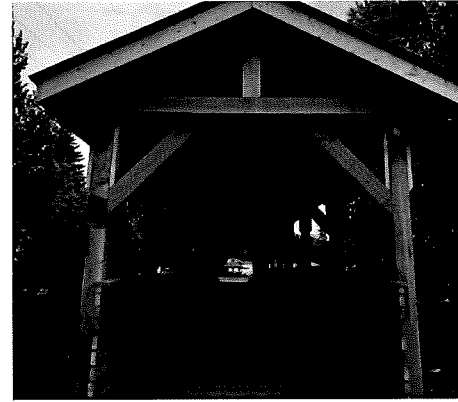
LMLGA -- Lower Mainland Local Government Association:
District of North Vancouver for the Delbrook Community Recreation Centre



LMLGA -- Lower Mainland Local Government Association:
City of Richmond for the Alexandra District Energy Building



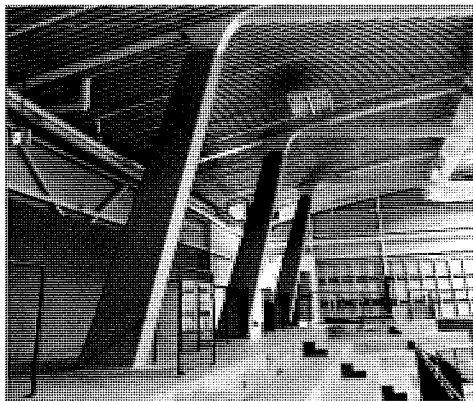
LMLGA -- Lower Mainland Local Government Association:
City of Surrey for the Grandview Heights Aquatic Centre



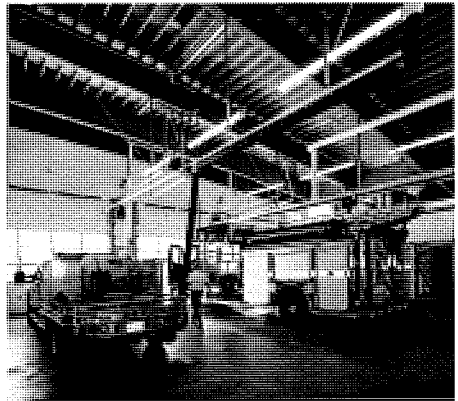
AKBLG -- Association of Kootenay Boundary Local Governments:
Village of Salmo for the 6th Street Pedestrian Covered Bridge



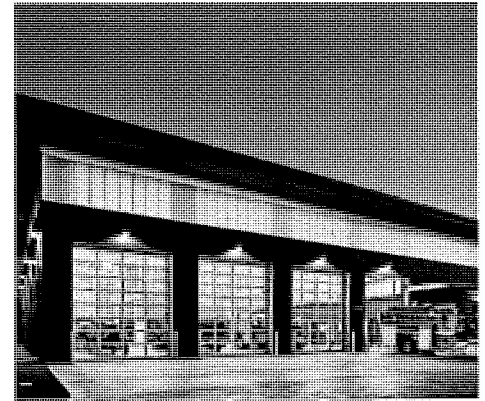
AVICC -- Association of Vancouver Island and Coastal Communities:
District of Saanich for the Central Saanich Fire Hall
Courtesy: Johnston Davidson Architecture + Planning



NCLGA -- North Central Local Government Association:
City of Quesnel/Cariboo Regional District for the West Fraser Centre



SILGA -- Southern Interior Local Government Association:
District of Logan Lake for the Logan Lake Fire Hall
Courtesy: Wood Design Awards in BC



SILGA -- Southern Interior Local Government Association:
Town of Osoyoos for the Osoyoos Fire Hall
Courtesy: Wood Design Awards in BC



June 1, 2018

TO: UBCM Members
ATTN: ELECTED OFFICIALS

FROM: Councillor Murry Krause
 Chair, Nominating Committee

RE: Call for Nominations for UBCM Executive

UBCM is the collective voice for local government in BC. The membership signals the directions it wants to pursue during the Annual Convention. The members elect an Executive during the Convention to ensure the directions set by the general membership are carried forward. The Executive also provides direction to UBCM between Conventions.

This circular is notice of the UBCM Executive nomination process, including information about the positions open for nomination and the procedures for nomination. The deadline for advance nominations is **Tuesday July 31, 2018**.

1. Positions Open to Nomination

The following Executive positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Director at Large (5 positions)
- Small Community Representative
- Electoral Area Representative
- Vancouver Metro Area Representative (2 positions)

Information on the responsibilities and commitments of UBCM Executive members is attached as Appendix B. Information on nominations and elections procedures is attached as Appendix C. The relevant extract from the UBCM Bylaws is attached as Appendix D.

2. Qualifications for Office

Each candidate must be an elected official from a UBCM member local government or First Nation.

A candidate for Small Community Representative must be from the council of a village, or a municipality with a population not greater than 2,500.

A candidate for Electoral Area Representative must be an Electoral Area Director on a regional district board.

A candidate for Vancouver Metro Area Representative must be an elected official from either or both a member municipality of the GVRD, or the GVRD Board.

3. Nomination Process

A candidate must be nominated by two elected officials from a UBCM member local government/First Nation, using the attached nomination and consent form (Appendix A).

The Nominating Committee reviews the qualifications of each candidate. The members of the 2018 Nominating Committee are:

- Councillor Murry Krause, Immediate Past President, UBCM, Chair
- Councillor Gord Klassen, North Central Local Government Association
- Councillor Chad Eliason, Southern Interior Local Government Association
- Chair Rob Gay, Association of Kootenay & Boundary Local Governments
- Councillor Jason Lum, Lower Mainland Local Government Association
- Director Mary Marcotte, Association of Vancouver Island & Coastal Communities

4. Advance Nominations & Nominating Committee Report

The Nominating Committee will prepare a Report on Nominations including, at the candidate's option, a photo and 300-word biography. The Report on Nominations will be distributed to all UBCM members for their consideration, in mid-August.

To be included in this report, nominations must be received by **Tuesday July 31, 2018**.

Nominations submitted for inclusion in the Report on Nominations are deemed advance nominations. It is to a candidate's advantage to submit an advance nomination, since the candidate's name, photo and biography will appear in the Report on Nominations distributed to every UBCM member elected official prior to Convention.

5. Nominations Off the Floor

Any qualified candidate may be nominated "off the floor" at the Convention.

Nominations from the floor will be solicited at specific times during the Convention. Please refer to the Convention Program for these times.

As with advance nominations, a candidate must be nominated by two elected officials from a UBCM member local government/First Nation.

6. Further Information

The Call for Nominations, Nomination & Consent Form, and related background information are available on the UBCM website under Convention > Nominations & Elections.

Inquiries about the UBCM Executive nominations process should be directed to:

Councillor Murry Krause
Chair, Nominating Committee
60-10551 Shellbridge Way
Richmond BC V6X 2W9

Chair email: murry_krause@telus.net
Chair tel: 250.561.2772 (home)

UBCM Contact:

Marie Crawford
General Manager, Richmond Operations

Email: mcrawford@ubcm.ca
Tel: 604-270-8226 ext. 104

1815/60/Call for Nominations-Items/Call for Nominations

1NOMINATIONS FOR THE 2018/2019 UBCM EXECUTIVE

We are qualified under the UBCM Bylaws to nominate¹ a candidate and we nominate:

Name: _____

Elected Position (Mayor/Chief/Councillor/Director): _____

Mun/RD/First Nation: _____

Nominated for: _____

NOMINATED BY:

Name: _____ Name: _____

Elected Position: _____ Elected Position: _____

Mun/RD/First Nation: _____ Mun/RD/First Nation: _____

Signature: _____ Signature: _____

Date: _____ Date: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the UBCM Bylaws². I will also forward by **July 31, 2018** to the Chair of the Nominating Committee, the following documentation:

- Nomination & Consent Form, completed and signed;
- Portrait photograph* (resolution: 300 ppi; size: 600x400 px; format: TIFF or JPEG); and
- Biographical information*. The maximum length of such information shall be 300 words. If the information provided is in excess, the Nominating Committee Chair shall return it once for editing; if it still exceeds 300 words the Nominating Committee Chair shall edit as required.

* Photo and bio will be published in the Report on Nominations.

CANDIDATE:

Name: _____ Elected Position: _____

Mun/RD/First Nation: _____

Nominated for: _____

Signature: _____ Date: _____

Photograph, biographical information, and completed Nomination & Consent Form should be submitted to the attention of the Chair, Nominating Committee, via email: mcrawford@ubcm.ca.

Submission Deadline: July 31, 2018

¹ Nominations require two elected officials of members of the Union [Bylaw 4(b)].

² All nominees to the Executive shall be elected representatives of a member of the Union [Bylaw 3(c)].

Nominees for Electoral Area Representative, Small Community Representative and Vancouver Metro Area Representative must hold the appropriate office.

BACKGROUND INFORMATION FOR CANDIDATES TO THE UBCM EXECUTIVE

1. RESPONSIBILITY OF UBCM EXECUTIVE

Under the UBCM Bylaws:

The Executive shall have the power and it shall be their duty to put into effect the will of the Union as expressed by resolutions at any of its meetings. Between meetings they shall manage the affairs of the Union and shall report all the transactions of the year to the Annual Convention.

2. UBCM EXECUTIVE STRUCTURE

Executive

- President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Director at Large (5 positions)
- Small Community Representative
- Electoral Area Representative
- Vancouver Representative
- GVRD (Metro Vancouver) Representative
- Immediate Past President
- Area Association Rep. (5 positions)
- Vancouver Metro Area Rep. (2 positions)

Committees

The President appoints Executive members to Committees – of which the following are currently active:

- Presidents
- Resolutions
- Convention
- Community Safety
- Environment
- Health and Social Development
- Indigenous Relations
- Community Economic Development

Each Executive member generally serves on two committees.

3. EXECUTIVE MEETINGS

The full Executive meets six times a year, over 2-3 days, following this general pattern:

- Friday, the last day of the Annual Convention (1 hour)
- 2nd or 3rd week of November (2 days)
- 2nd or 3rd week of January (2 days)
- 2nd or 3rd week of April (2-3 days)
- 3rd full week of July (2-3 days)
- Sunday afternoon preceding the Annual Convention (half day)

Executive meetings, other than the two coinciding with Convention, usually take place over a Thursday and Friday. Committee meetings are held Thursday and the full Executive meets on Friday.

Committee Chairs or Table Officers may be called on for more frequent representation. In addition, certain Committees' activities require attendance at meetings or conferences throughout the year.

Executive members' travel expenses and a per diem for meals and incidentals are reimbursed for all activities on behalf of UBCM.

However, for Executive members attending the Annual Convention, UBCM provides reimbursement only for the added expenses that would not normally be incurred by attending as a UBCM member delegate.

UBCM EXECUTIVE NOMINATION & ELECTION PROCEDURES

UBCM EXECUTIVE STRUCTURE

The ongoing administration and policy work of the UBCM is governed by an Executive Board that is elected and appointed at the Annual Convention. The Board is comprised of 21 members, with the following structure:

13 Elected Positions

President
 First Vice-President
 Second Vice-President
 Third Vice-President
 Director at Large (5 positions)
 Small Community Representative
 Electoral Area Representative
 Vancouver Metro Area Representative (2 positions)

8 Appointed Positions

Immediate Past President
 Vancouver Representative
 GVRD (Metro Vancouver) Representative
 Area Association Representatives: AKBLG, AVICC, LMLGA, NCLGA & SILGA

NOMINATING COMMITTEE

In accordance with the UBCM Bylaws, a **Nominating Committee** is appointed to oversee the nomination and election process. The Committee is comprised of the Immediate Past President and representatives of the five Area Associations.

The **Nominating Committee** reviews all nomination documents to verify that nominees meet the qualifications for office. It is not the role of the Nominating Committee to recommend any one candidate. The Committee's mandate is to ensure that nominations are complete and in accordance with policies and procedures.

NOMINATION PROCESS

May/June

Nominating Committee will circulate a Call for Nominations notice that will contain the following information:

- positions open for nomination
- process for nomination
- qualifications for office
- role of Nominating Committee
- closing date for nominations to be included in the Report on Nominations
- general duties of an Executive member

The Call for Nominations will include instructions on how to access additional information on UBCM Executive responsibilities and how to submit a nomination.

July 31, 2018

Advance nominations close.

Following the July 31st advance nominations deadline, the Nominating Committee will review nominees' qualifications and prepare a Report on Nominations. For all qualifying nominees, photos and biographical information received by the advance nominations deadline will be included in the Report on Nominations.

Mid-August

The Report on Nominations will be distributed to all UBCM members and will include the following information for each candidate:

- name and the position for which he or she has been nominated
- portrait photograph
- biographical information

On-Site at Convention

Any qualified candidate may be nominated off the floor of the Convention. The specific times when nominations will be accepted from the floor are given below.

ELECTION PROCESS

Step 1 – Election of Table Officers

WEDNESDAY, SEPTEMBER 12

- 9:20 a.m. Nominating Committee presents the list of advance nominees for Table Officer positions: President, First Vice-President, Second Vice-President, and Third Vice-President.
- 11:55 a.m. Nominations from the floor for Table Officer positions.
- 1:45 p.m. Candidate speeches *(if there is more than one candidate for a position)*
- 2:30-5:00 p.m. Elections for Table Officer positions *(if there is an election)*.

THURSDAY, SEPTEMBER 13

- 8:00-9:00 a.m. Elections continue for Table Officer positions *(if there is an election)*.

Step 2 – Election of Remaining Executive Positions

THURSDAY, SEPTEMBER 13

- 8:30 a.m. Nominating Committee presents the list of advance nominees for the remaining Executive positions: Director at Large, Small Community Representative, Electoral Area Representative and Vancouver Metro Area Representative.
- 11:35 a.m. Nominations from the floor for the remaining Executive positions.
- 11:40 a.m. Candidate speeches *(if there is more than one candidate for a position)*
- 2:30-5:00 p.m. Elections for the remaining Executive positions *(if there is an election)*.

FRIDAY, SEPTEMBER 14

- 7:30-8:30 a.m. Elections continue for the remaining Executive positions *(if there is an election)*.

For further information on the nomination and election process, please contact the Chair of the UBCM Nominating Committee.

**EXTRACT FROM THE UBCM BYLAWS:
EXECUTIVE COMPOSITION, NOMINATIONS & ELECTIONS**

UBCM BYLAWS SECTIONS 2 TO 5

2. OFFICERS:

The Officers of the Union shall be: President, First Vice-President, Second Vice-President, and Third Vice-President.

3. EXECUTIVE:

(a) There shall be an Executive which shall be composed of:

- the Officers of the Union;
- the Immediate Past President, who shall be the last president to have completed the term of office as President;
- a Vancouver Representative, who shall be a member of the Vancouver City Council;
- a Small Community Representative, who shall be a member of a Council of a Village or a municipality with a population not greater than 2,500;
- an Electoral Area Representative, who shall be an Electoral Area Director of a Regional Board;
- a GVRD Representative who must be a member of the GVRD Board;
- five Directors representing the five Area Associations as defined in Section 21;
- five Directors at Large; and
- two representatives ("Vancouver Metro Area Representatives") who must be elected members of either or both a council of a member municipality of the GVRD or of the GVRD Board.

The members of the Executive shall be the Directors of the Union.

- (b) The Officers, the Directors at Large, the Small Community Representative, the Electoral Area Representative and the Vancouver Metro Area Representatives, shall be elected annually at the Annual Convention, and except as herein otherwise provided, shall hold office until their successors are elected at the next Annual Convention. The Vancouver Representative shall be appointed annually by the Vancouver City Council, the GVRD Representative shall be elected annually by the Board of the GVRD, and the five Area Association Directors shall each be appointed by their respective Area Associations as identified in Section 21. All such appointments shall be communicated to the Nominating Committee by the appointing body pursuant to Section 4(b).
- (c) Except for the Immediate Past President, all members of the Executive, including Officers of the Union, shall hold office only so long as they remain elected representatives of a member of the Union. If a person holding the office of Immediate Past President ceases to be an elected representative of a member of the Union while holding the office such person shall only hold the office for the remainder of the then current term.

- (d) No person shall hold a position as Officer of the Union unless elected as an Officer by the membership of the Union and no person shall be elected more than twice, whether consecutively or otherwise, as President of the Union.

In the event of a vacancy occurring amongst the Officers, the next ranking Officer willing to serve shall fill the vacancy, provided that if the office of President cannot for any reason be filled as aforesaid, the Executive shall call a special election for the office of President and such election may be held by a mail ballot pursuant to the rules and procedures established and determined by the Executive.

In the event of a vacancy:

- amongst the Officers, other than President, the Executive may appoint, from amongst persons qualified to be elected to the Executive, Acting Directors at Large equal to the number of vacancies;
 - amongst the Directors at Large, the Small Community Representative, the Electoral Area Representative, or the Vancouver Metro Area Representatives, the Executive may appoint a person qualified to hold the office to fill the position for the term remaining;
 - in the position of Vancouver Representative, GVRD Representative or amongst the five Directors appointed by the Area Associations such vacancies shall be filled in the manner of the original appointment.
- (e) The Union shall pay the expenses of the Executive incurred on authorized business of the Union, except for attendance at the annual Convention. For attendance at the Executive meeting immediately preceding the annual Convention such expenses shall be limited to the per diem rates and extra hotel accommodation costs incurred for the period of that Executive meeting only. No travelling expenses nor any part of other expenses ordinarily incurred by Executive members in attending the annual Convention will be borne by the Union. In the event that the Immediate Past President no longer holds municipal office, while still remaining a member of the Executive, his or her expenses incurred in attending the annual Convention and the Executive meeting immediately prior to it shall be paid by the Union.

4. NOMINATIONS FOR ELECTION OF OFFICERS AND EXECUTIVE:

- (a) There is constituted a committee of the Executive to be known as the Nominating Committee consisting of the Immediate Past President (if any) and the five appointed Area Association Directors provided that where any of the five appointed Area Association Directors declares an interest in seeking election to the Executive of the Union, the Area Association that appointed such Area Association Director may name another elected official of a member of the Union to serve on the Nominating Committee.
- (b) The Nominating Committee shall elect a Chair from amongst the members of the Committee and shall prior to the Annual Convention:
- issue a call for nominations for each of the positions of Officer of the Union and for the positions of Small Community Representative, Electoral Area Representative, the five Directors at Large, and the Vancouver Metro Area Representatives;
 - encourage potential nominees to come forward as candidates for office and as requested provide information to such person relating to duties, responsibilities and roles pertaining to the various offices;

- review the credentials of nominees to ensure that each nominee is qualified to hold office pursuant to Section 4(j);
 - accept qualified nominees nominated by two elected officials of members of the Union;
 - obtain the name of a qualified person who has been appointed by the City of Vancouver to assume office as the Vancouver Representative, the name of the GVRD Representative and the names of the five Area Association Directors who have each been appointed to assume the office of Area Association Director by the respective Area Association;
 - at least 30 days prior to the Annual Convention, prepare and provide to all members of the Union a report on nominations accepted for each office that have been received by the close of business on the last business day of July and on the persons appointed by the City of Vancouver, by the GVRD and the five Area Associations. Such report shall be neutral and the Nominating Committee shall not recommend any nominee or group of nominees.
- (c) In making its report the Nominating Committee, taking into consideration the names of appointees submitted by the City of Vancouver, the GVRD and the five Area Associations, shall ensure they are balanced and representative nominations including:
- that sufficient nominations are received;
 - that each general area of the Province is represented on the Executive nominated or appointed.
- The Nominating Committee shall not recommend any nominee or group of nominees.
- (d) The Chair of the Nominating Committee, during the morning session of the first day of the Annual Convention, shall present the nominations for the positions of Officers on the UBCM Executive, i.e. President, First Vice-President, Second Vice-President, and Third Vice-President. After the Chair's report on these positions has been read, the Chair shall call for nominations from the floor for each of the positions of Officers, in addition to the names presented by the Nominating Committee.
- (e) If, at the close of nominations, only one candidate for each position of Officer stands validly nominated, the Chair of the Nominating Committee shall forthwith proclaim the candidate elected.
- (f) If, at the close of nominations, more than one candidate stands validly nominated for any of the positions of Officers, the Chair of the Nominating Committee shall cause an election to be held.
- (g) On the second day of the Annual Convention at the time after the results of the election of Officers has been announced, the Chair of the Nominating Committee shall present the nominations for the positions of:
- Small Community Representative;
 - Electoral Area Representative;
 - for the five positions of Director at Large; and
 - the two Vancouver Metro Area Representatives.

After the Chair's report on these positions has been read, the Chair shall call for nominations from the floor for each of the positions of Small Community Representative, Electoral Area Representative, for the five positions of Director at Large, and the two Vancouver Metro Area Representatives.

- (h) If, at the close of nominations: only one person stands validly nominated for the position of Small Community Representative, or only one person stands validly nominated for the position of Electoral Area Representative, or in the case of the five positions of Directors at Large, only five persons stand validly nominated; or in the case of the two Vancouver Metro Area Representatives, only two persons stand validly nominated, the Chair of the Nominating Committee shall forthwith declare the only candidates in each of the categories to be elected.
- (i) If, at the close of nominations, more than one person stands validly nominated for the positions of Small Communities Representative, Electoral Area Representative, or in the case of the five positions of Director at Large, more than five persons stand validly nominated, or in the case of the two Vancouver Metro Area Representatives more than two persons stand validly nominated, the Chair shall cause an election to be held.
- (j) Where a nomination is made from the floor, the nominators must advise the Chair that the nominee is qualified pursuant to Section 3 to hold the office and that he or she has consented to be nominated. The Chair shall forthwith ask the nominee to confirm such consent from the floor and if the nominee is not present on the floor at the time of nomination, the nominators may either withdraw the nomination or immediately provide the Chair with the written and signed consent of the nominee.
- (k) Nominations shall require two nominators. The nomination shall state only the candidate's name, elected office, municipality, regional district or other membership affiliation, and Area Association, and that the consent of the person nominated has been received.

5. ELECTION OF OFFICERS AND EXECUTIVE:

- (a) If, at the close of nominations, more than one candidate stands validly nominated for each position of the Officers, and for the position of Small Community Representative, and for the position of Electoral Area Representative, or in the case of the five positions of Director at Large, more than five such candidates stand, or in the case of the two Vancouver Metro Area Representatives, more than two candidates stand, the Chair of the Nominating Committee shall cause elections to be held as may be required.
- (b) The election of Officers shall be held on the afternoon of the first day and the morning of the second day of the Annual Convention.
- (c) The election of Small Community Representative, Electoral Area Representative, the five positions of Director at Large, and the two positions of Vancouver Metro Area Representative shall be held on the afternoon of the second day and the morning of the third day of the Annual Convention.
- (d) If any election is to be held, ballot papers shall be prepared and distributed. In the case of an election for Officer positions, one ballot shall be used. In the case of elections for Small

Community Representative, Electoral Area Representative, the five positions of Director at Large, and the two Vancouver Metro Area Representatives, individual ballots shall be used for each category. The names of the candidates shall be printed alphabetically in order of surnames on the ballots, and shall show only the candidates' names, official positions, municipality, regional district or other member affiliation and Area Association. Before any ballot is taken, any person nominated may decline or withdraw his or her name by giving two hours' notice thereof following the time of the candidates' speeches.

- (e) Scrutineers shall be appointed by the President and it shall be among the duties of such Scrutineers to count the votes on such ballots and declare the result of such elections to the Chair of the Nominating Committee who shall report the results of the elections to the Convention. In the case of a ballot vote being held for the five positions of Director at Large, and the two Vancouver Metro Area Representatives, all ballots marked for more than the number to be elected shall be counted as spoiled ballots.
- (f) All elected representatives from members who are present at the Convention shall be entitled to vote for Directors at Large. Only representatives from Small Communities members who are present at the Convention shall vote for the Small Community Representative, only representatives from Electoral Areas who are present at the Convention shall vote for the Electoral Area Representative, and only representatives of the GVRD and the delegates from its member Municipalities may vote for Vancouver Metro Area Representatives. No vote by proxy shall be recognized or allowed.
- (g) In the event that the result of election for the position of any Officer of the Union, Small Community Representative or Electoral Area Representative cannot be declared because of an equality of votes between two or more persons receiving the greatest number of votes, then the Chair shall hold a run-off election amongst those persons who received equal votes.

In the case of an election for the position of Vancouver Metro Area Representative, the Chair shall declare elected the two candidates who receive the highest number of votes. If a candidate cannot be elected because of an equality of votes between two or more candidates, the Chair shall hold a run-off election for the positions remaining undeclared in which the only candidates shall be the unsuccessful candidates in the original election who do not withdraw.

In the case of an election for office as Director at Large, the Chair shall declare elected the five candidates who received the highest number of votes, provided that if a candidate cannot be declared elected because of an equality of votes between two or more candidates, the Chair shall hold a run-off election for the positions remaining undeclared in which the only candidates shall be the unsuccessful candidates in the original election who do not withdraw.

May 31, 2018

North Coast Regional District
14, 342 3Rd Avenue West
Prince Rupert, British Columbia
Canada, V8J 1L5



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

Tel: 403-920-6491
Emergency: 1-855-253-0099
Email:
princerupertgas@transcanada.com

DOC: PRGT004776-HMA-LA-LT-2646

**RE: NOTIFICATION LETTER
PRINCE RUPERT GAS TRANSMISSION PROJECT (SECTION 7)
PERMIT EXTENSION APPLICATION
LOCATION: FROM B-64-H, 103-J-16 TO D-33-K, 103-J-1
FILE NUMBER: 13-3551
DISPOSITION: See Schedule "A"**

This letter is to advise you that in compliance with Section 32 (3) of the *Oil and Gas Activities Act (OGAA)* Prince Rupert Gas Transmission Project (**PRGT**) intends to submit a permit extension application to the BC Oil and Gas Commission (**the Commission**). This permit was previously applied for in 2014, approved in 2015 and there are no changes to the facility and its relationship to your land interest. This is only an application to extend the permit expiry date. Your interest in relation to the Project is shown on the enclosed map with the ID number noted above.

PRGT has approval to construct and operate a sweet natural gas pipeline and associated facilities, approximately 900 km in length, starting from the area near the community of Hudson's Hope, BC to the proposed Pacific Northwest LNG liquefied natural gas export facility on Lelu Island, near Port Edward, BC. The current permit approval will expire on September 21, 2018, and will be renewed for a total of one year.

Should you have any questions regarding this application, please do not hesitate to contact one of the following representatives.

Company Contact

Any questions or objections regarding this project can be directed to the following personnel:

Sandra Dixon – Project Manager
Email: sdixon@vertex.ca

Vertex Resources Ltd.
Phone: 403-229-3969 ext. 682

Prince Rupert
Gas Transmission Project



Dave Kmet – Team Lead – BC LNG Land
Email: dave_kmet@transcanada.com

**Prince Rupert Gas Transmission
Limited Partnership**
Phone: 403-920-7061

Yours truly,

**Prince Rupert Gas Transmission
Limited Partnership**

Dave Kmet
Team Lead – BC LNG Land

DK/sd
Encl.

Prince Rupert
Gas Transmission Project

SCHEDULE "A"**PRINCE RUPERT GAS TRANSMISSION LTD.****CONSULTATION / NOTIFICATION MAP: LANDOWNER, RESIDENCE & TENURE SUMMARY****FOR: PROPOSED PIPELINE ROUTE FROM b-64-H, 103-J-16 TO d-33-K, 103-J-1 (OGC SECTION 7 PERMIT # 9708463) KP 766+509.0 TO KP 878+466.1**

B.C.G.S.: 103J.018/019/028/038/048/058/068/078/090

WSP File No.: 130275CM07R07_CN_TABLE.xls



Ref. Dwg. No(s):

Date: May 24, 2018

Route Ref. No.: 9003/9006

130275CON07-REV00.dwg

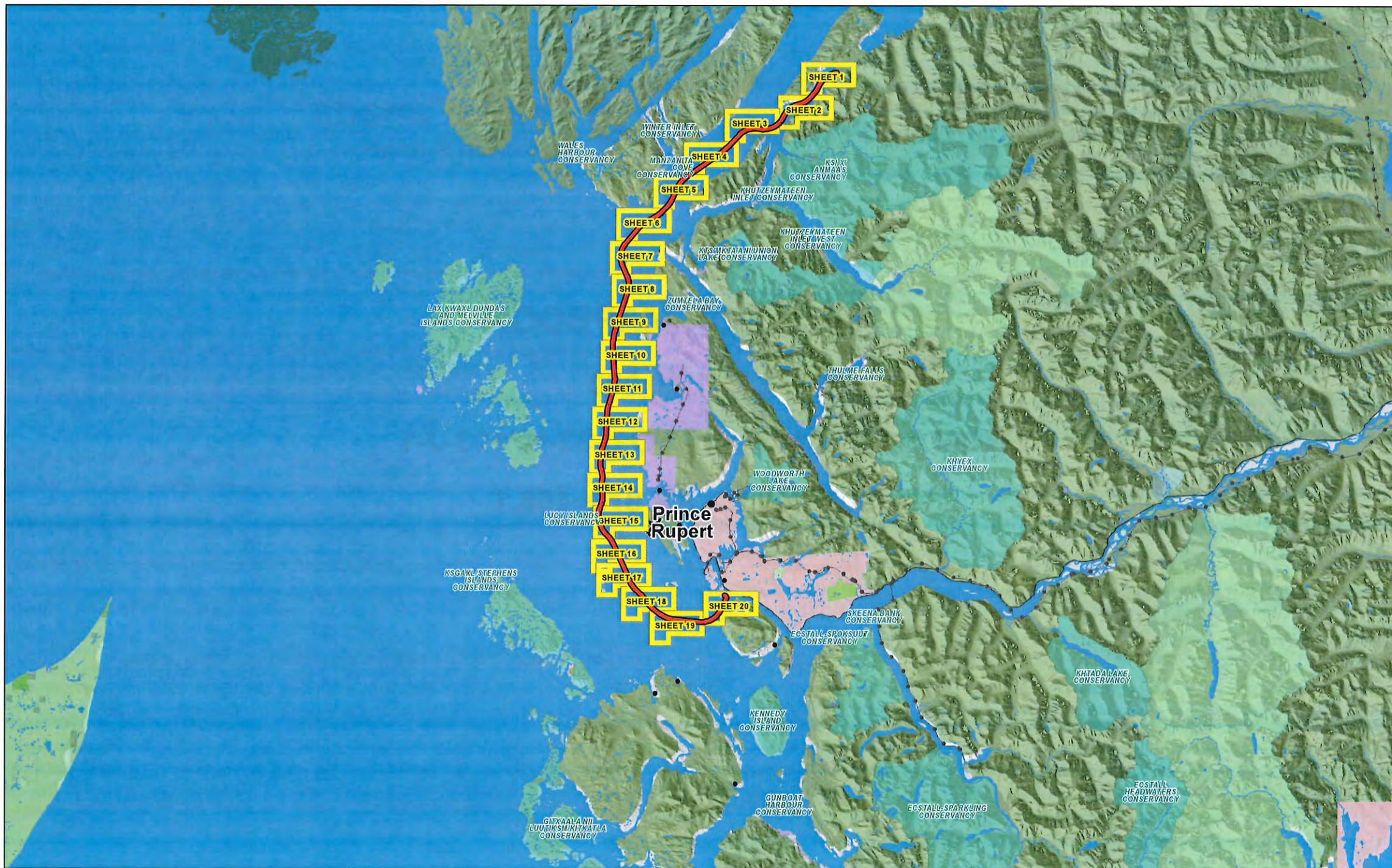
PARCELS					RESIDENCES	
Sheet #	Map ID #	Parcel ID	Parcel Description	Owner	Distance (m)	Sheet #
6	6009	-	Regional District	North Coast Regional District	0.00	North Coast Regional District
7	7005	-	Regional District	North Coast Regional District	0.00	North Coast Regional District
8	8003	-	Regional District	North Coast Regional District	0.00	North Coast Regional District
9	9003	-	Regional District	North Coast Regional District	0.00	North Coast Regional District
10	10003	-	Regional District	North Coast Regional District	0.00	North Coast Regional District
11	11003	-	Regional District	North Coast Regional District	0.00	North Coast Regional District
12	12005	-	Regional District	North Coast Regional District	0.00	North Coast Regional District
13	13005	-	Regional District	North Coast Regional District	0.00	North Coast Regional District
14	14005	-	Regional District	North Coast Regional District	0.00	North Coast Regional District
15	15003	-	Regional District	North Coast Regional District	0.00	North Coast Regional District
16	16003	-	Regional District	North Coast Regional District	0.00	North Coast Regional District
17	17003	-	Regional District	North Coast Regional District	0.00	North Coast Regional District
18	18005	-	Regional District	North Coast Regional District	0.00	North Coast Regional District
19	19006	-	Regional District	North Coast Regional District	0.00	North Coast Regional District
20	20098	-	Regional District	North Coast Regional District	0.00	North Coast Regional District

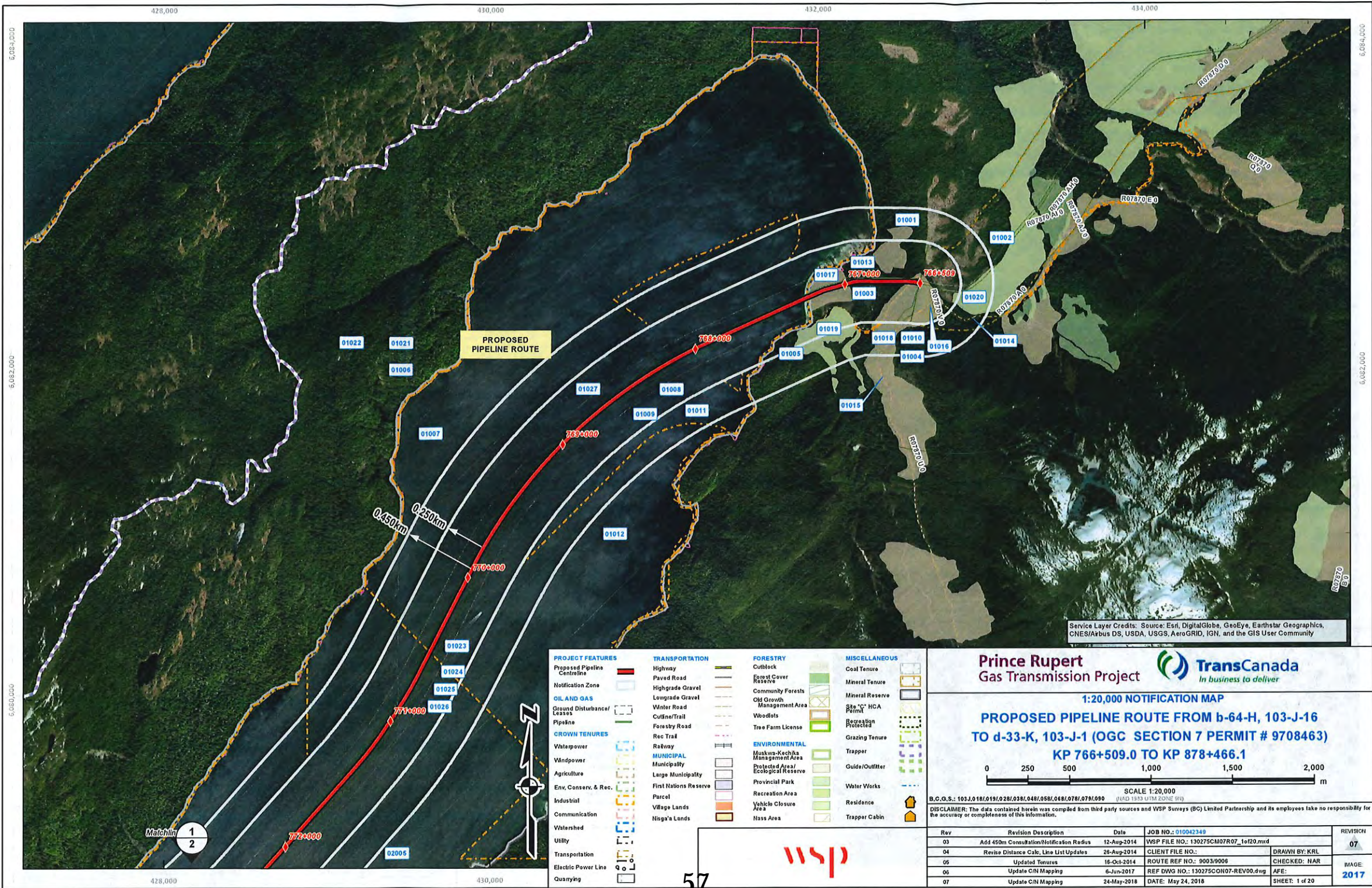
NOTIFICATION MAPBOOK

SCALE: 1:20,000

FROM b-64-H, 103-J-16 TO d-33-K, 103-J-1

KP 766+509.0 – KP 878+466.1





Prince Rupert
Gas Transmission Project

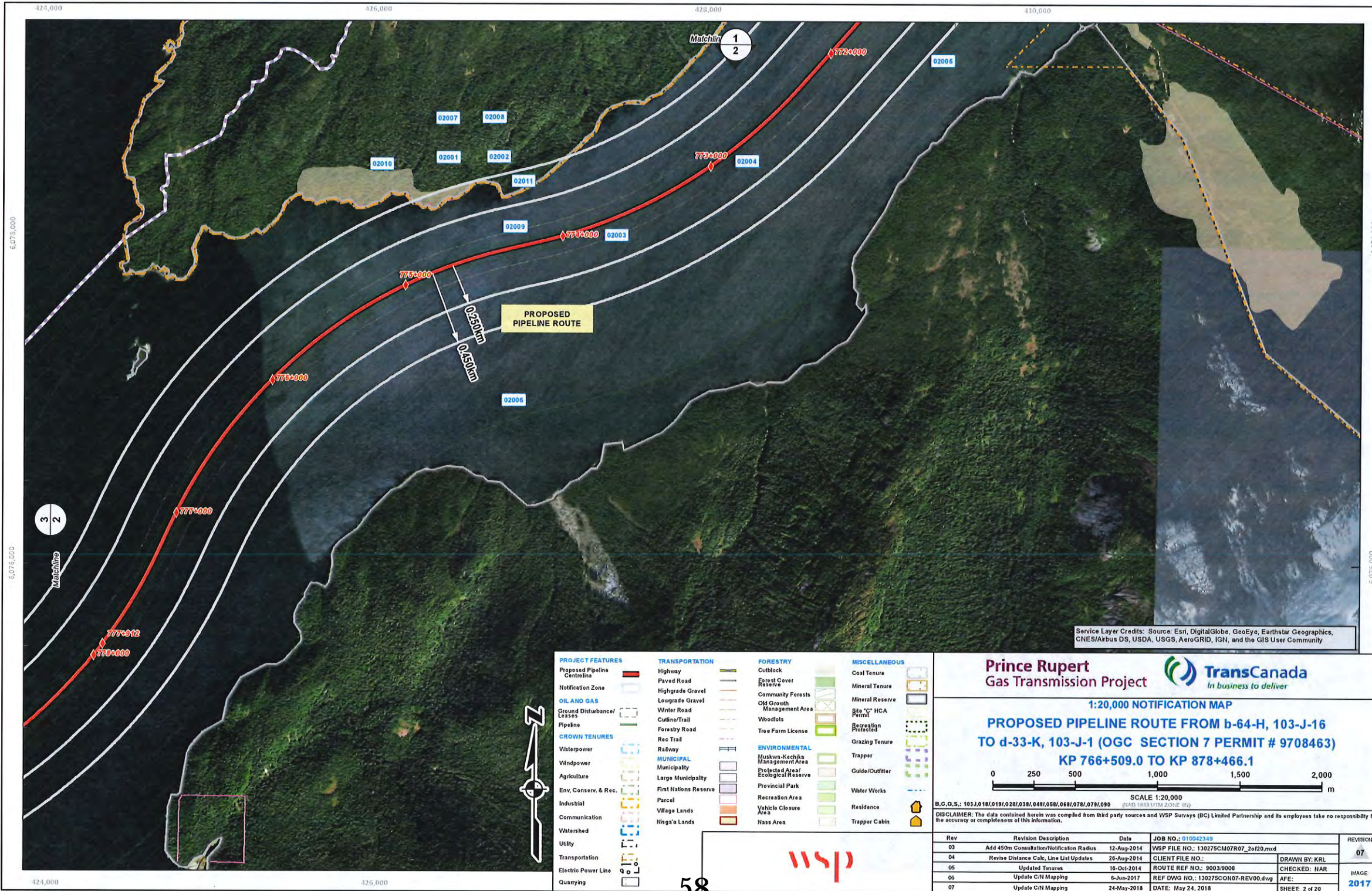


1:20,000 NOTIFICATION MAP
**PROPOSED PIPELINE ROUTE FROM b-64-H, 103-J-16
TO d-33-K, 103-J-1 (OGC SECTION 7 PERMIT # 9708463)
KP 766+509.0 TO KP 878+466.1**



B.C.G.S.: 103-J-16/019/028/038/048/058/068/078/079/080 (LAD 1983 UTM ZONE 8N)
DISCLAIMER: The data contained herein was compiled from third party sources and WSP Surveys (BC) Limited Partnership and its employees take no responsibility for the accuracy or completeness of this information.

Rev	Revision Description	Date	JOB NO.: 010042348	REVISION
03	Add 450m Consultation/Notification Radius	12-Aug-2014	WSP FILE NO.: 130275CM07R07_1of20.mxd	07
04	Revise Distance Calc, Line List Updates	26-Aug-2014	CLIENT FILE NO.:	DRAWN BY: KRL
05	Updated Tenures	18-Oct-2014	ROUTE REF NO.: 9003/9006	CHECKED: NAR
06	Update C/N Mapping	6-Jun-2017	REF DWG NO.: 130275CON07-REV00.dwg	AFE:
07	Update C/N Mapping	24-May-2018	DATE: May 24, 2018	SHEET: 1 of 20



Service Layer Credits: Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

PROJECT FEATURES

- Proposed Pipeline Centreline
- Notification Zone

OIL AND GAS

- Ground Disturbance/Leases
- Pipeline

CROWN TENURES

- Waterpower
- Windpower
- Agriculture
- Env. Conserv. & Rec.
- Industrial
- Communication
- Watershed
- Utility
- Transportation
- Electric Power Line
- Quarrying

TRANSPORTATION

- Highway
- Paved Road
- Highgrade Gravel
- Lowgrade Gravel
- Winter Road
- Culvert/Trail
- Forestry Road
- Rec Trail
- Railway

MUNICIPAL

- Municipality
- Large Municipality
- First Nations Reserve
- Parcel
- Village Lands
- Nisga'a Lands

FORESTRY

- Cutblock
- Forest Cover Reserve
- Community Forests
- Old Growth Management Area
- Woodlots
- Tree Farm License

ENVIRONMENTAL

- Muskwa-Kechika Management Area
- Protected Area/Ecological Reserve
- Provincial Park
- Recreation Area
- Vehicle Closure Area
- Nass Area

MISCELLANEOUS

- Coal Tenure
- Mineral Tenure
- Mineral Reserve
- Site "C" HCA Permit
- Recreation Potential
- Grazing Tenure
- Trapper
- Guide/Outfitter
- Water Works
- Residence
- Trapper Cabin



Prince Rupert
Gas Transmission Project

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1:20,000 NOTIFICATION MAP

PROPOSED PIPELINE ROUTE FROM b-64-H, 103-J-16 TO d-33-K, 103-J-1 (OGC SECTION 7 PERMIT # 9708463)

KP 766+509.0 TO KP 878+466.1

0 250 500 1,000 1,500 2,000 m

SCALE 1:20,000

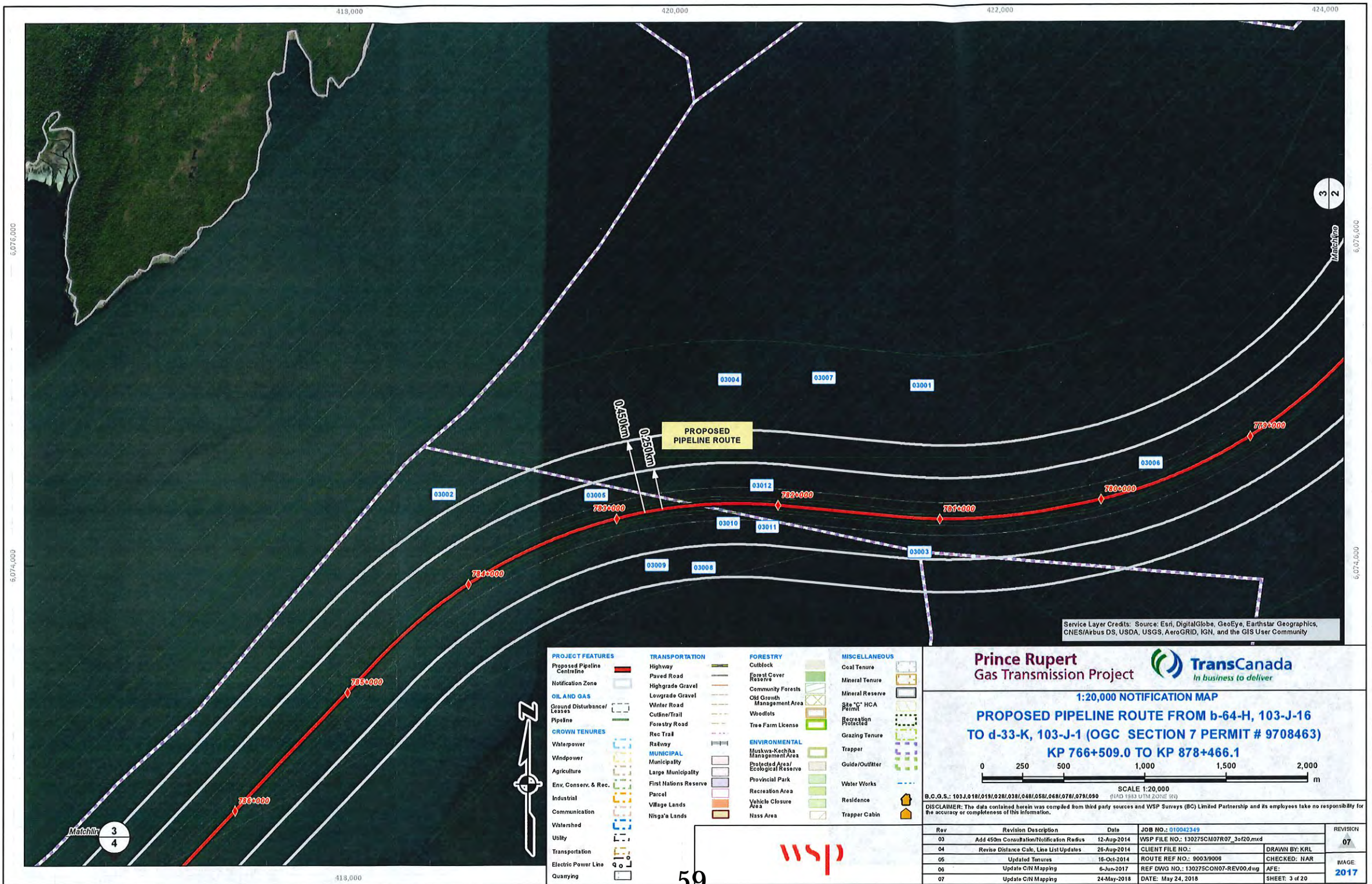
B.C.G.S.: 103.J.018/019/028/038/048/058/068/078/079/090 (NAD 1983 UTM ZONE 18Q)

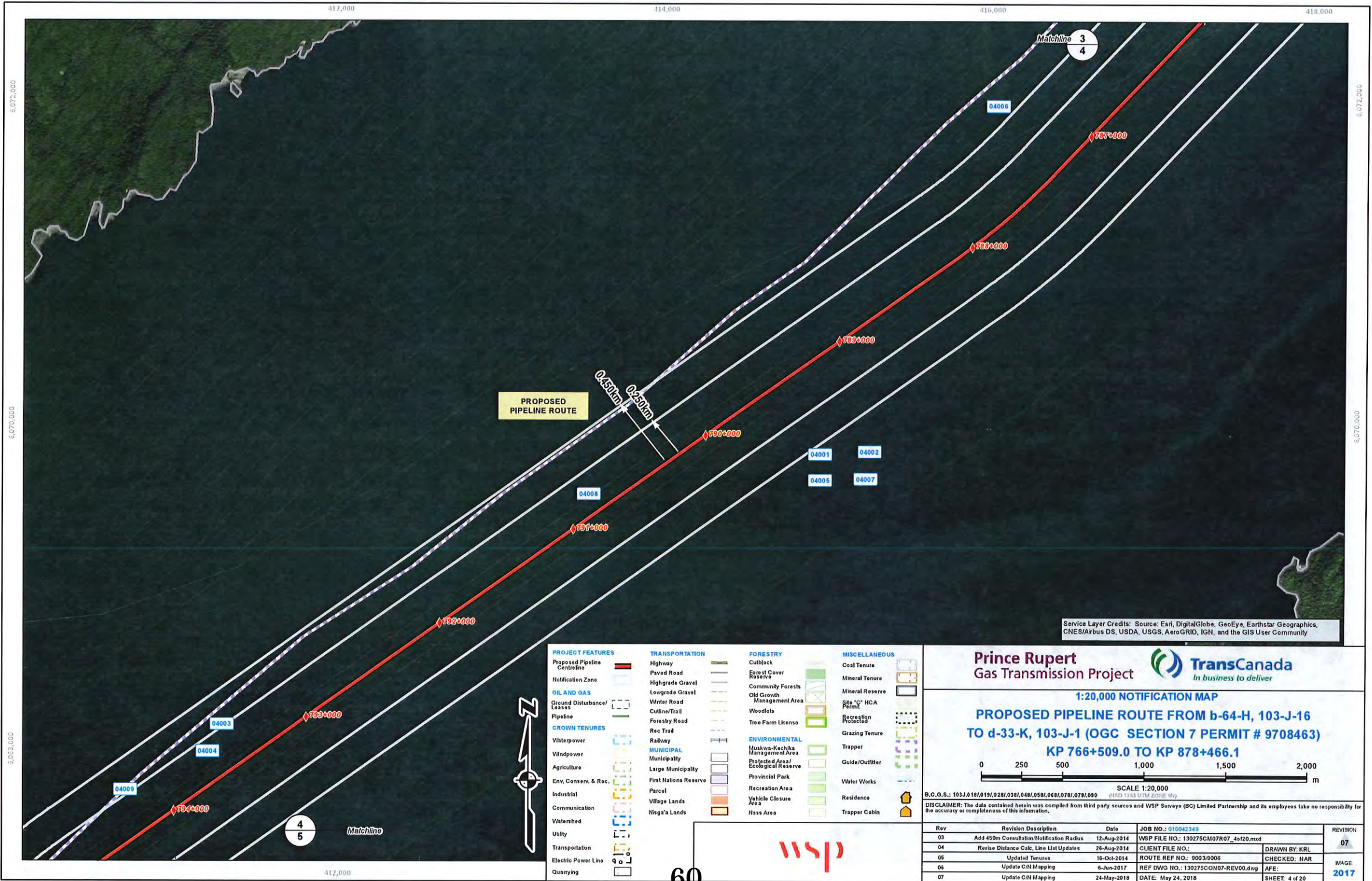
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Rev	Revision Description	Date	JOB NO.: 010042349	REVISION
03	Add 450m Consultation/Notification Radius	12-Aug-2014	WSP FILE NO.: 130275CM07R07_2e120.mxd	07
04	Revise Distance Calc, Line List Updates	26-Aug-2014	CLIENT FILE NO.:	DRAWN BY: KRL
05	Updated Tenures	16-Oct-2014	ROUTE REF NO.: 9003/9006	CHECKED: NAR
06	Update C/N Mapping	6-Jun-2017	REF DWG NO.: 130275CON07-REV00.dwg	AFPE
07	Update C/N Mapping	24-May-2018	DATE: May 24, 2018	SHEET: 2 of 20

IMAGE

2017



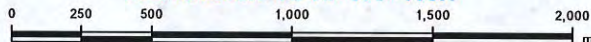


Service Layer Credits: Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

**Prince Rupert
Gas Transmission Project**

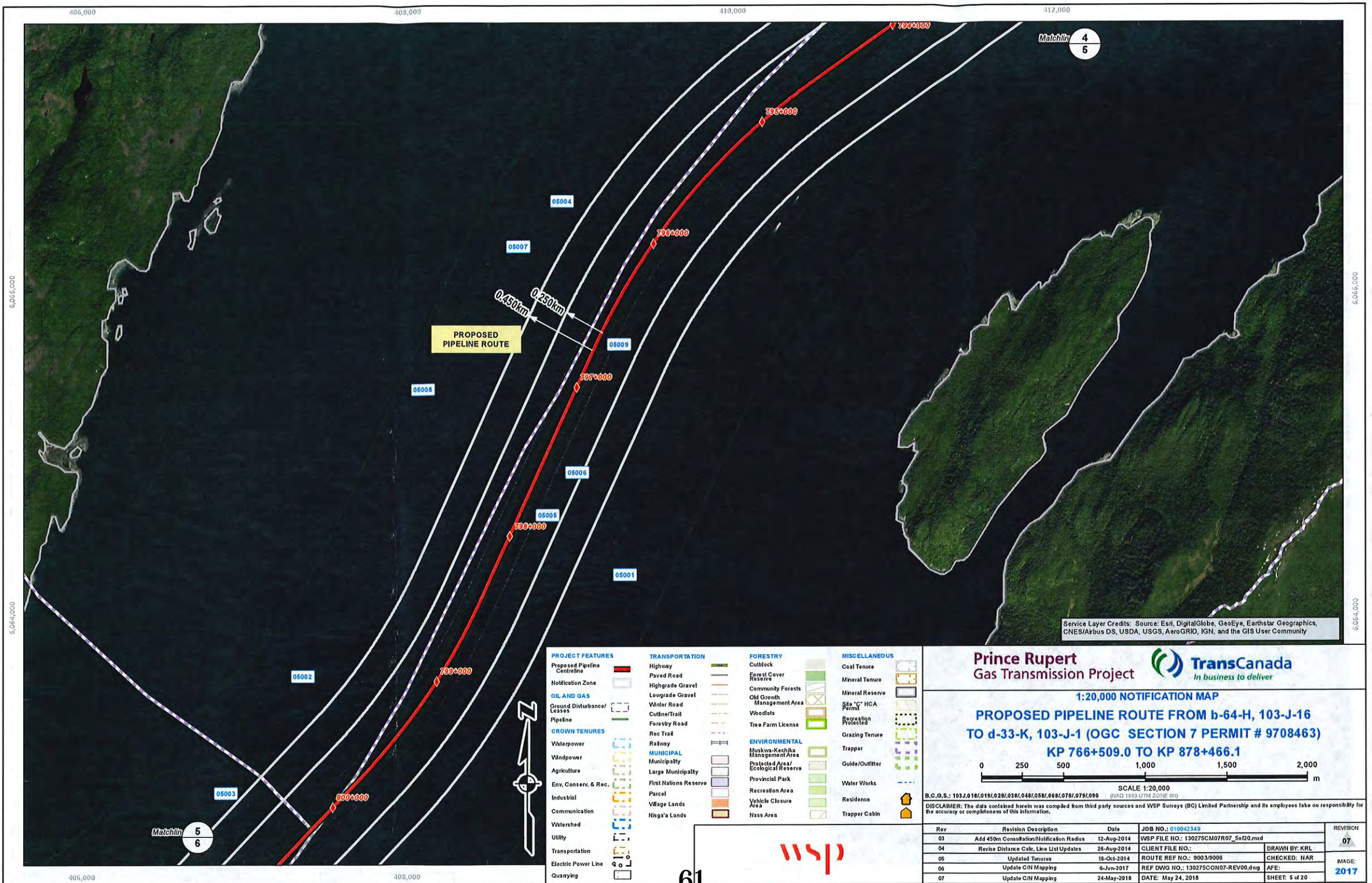
TransCanada
In business to deliver

1:20,000 NOTIFICATION MAP
**PROPOSED PIPELINE ROUTE FROM b-64-H, 103-J-16
TO d-33-K, 103-J-1 (OGC SECTION 7 PERMIT # 9708463)
KP 766+509.0 TO KP 878+466.1**



B.C.G.S.: 103J.018/019/028/038/048/058/068/078/079/090
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Rev	Revision Description	Date	JOB NO.: 010042349	REVISION
03	Add 450m Consultation/Notification Radius	12-Aug-2014	WSP FILE NO.: 130275CM07R07_4of20.mxd	07
04	Revise Distance Calc, Line List Updates	26-Aug-2014	CLIENT FILE NO.:	
05	Updated Tenures	16-Oct-2014	ROUTE REF NO.: 9003/9006	DRAWN BY: KRL
06	Update C/N Mapping	6-Jun-2017	REF DWG NO.: 130275CON07-REV00.dwg	CHECKED: NAR
07	Update C/N Mapping	24-May-2018	DATE: May 24, 2018	WAGE
				2017



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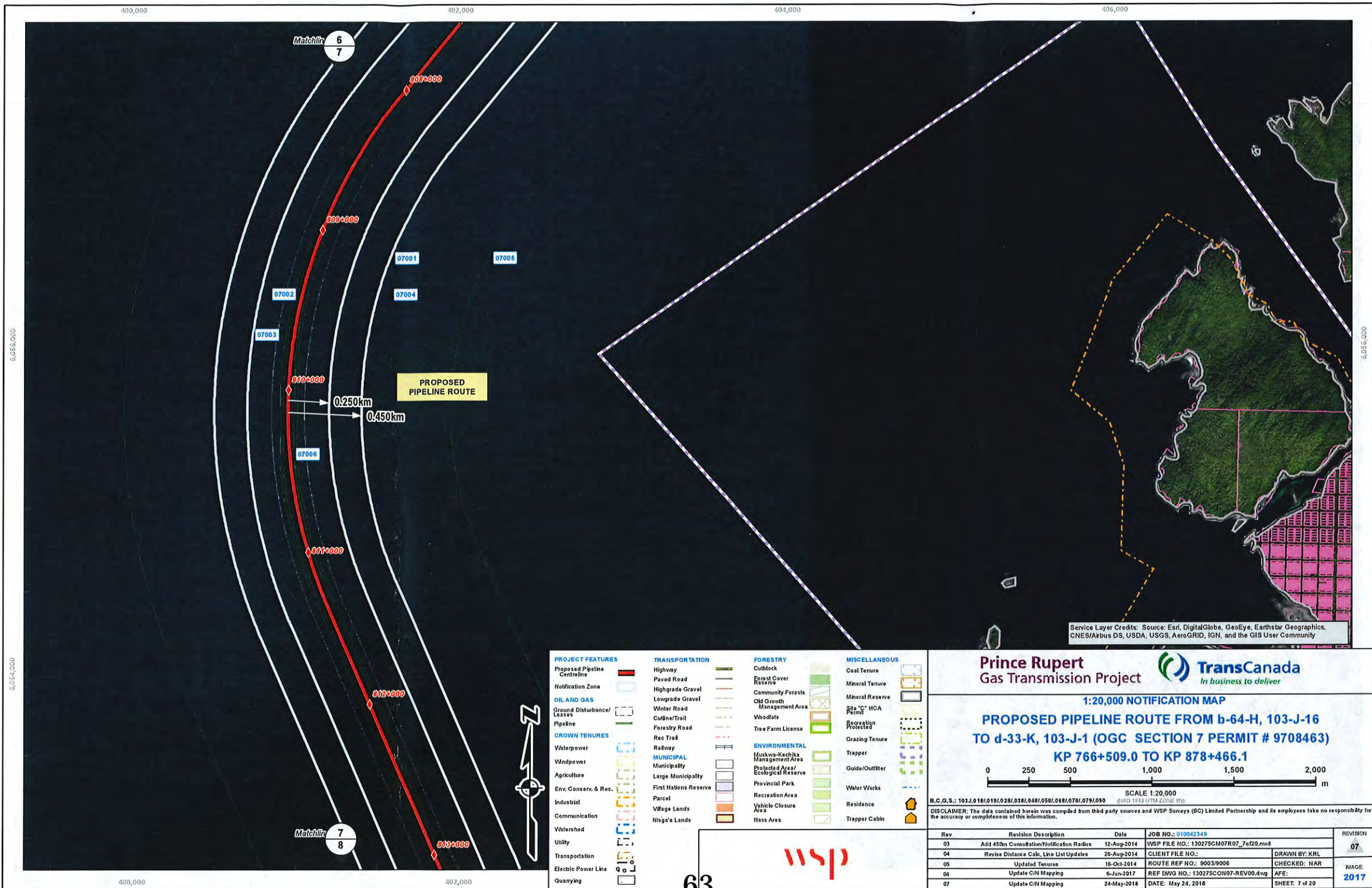


1:20,000 NOTIFICATION MAP
PROPOSED PIPELINE ROUTE FROM b-64-H, 103-J-16
TO d-33-K, 103-J-1 (OGC SECTION 7 PERMIT # 9708463)
KP 766+509.0 TO KP 878+466.1



B.C.G.S.: 103-J-16/019/028/038/048/058/068/078/079/080
DISCLAIMER: The data contained herein was compiled from third party sources and WSP Surveys (BC) Limited Partnership and its employees take no responsibility for the accuracy or completeness of this information.

Rev	Revision Description	Date	JOB NO.: 010042349	REVISION
03	Add 450m Consultation/Notification Radius	12-Aug-2014	WSP FILE NO.: 13027SCM07R07_5of20.mxd	07
04	Revise Distance Calc, Line List Updates	26-Aug-2014	CLIENT FILE NO.:	DRAWN BY: KRL
05	Updated Tenures	18-Oct-2014	ROUTE REF NO.: 9003/9006	CHECKED: NAR
06	Update C/N Mapping	6-Jun-2017	REF DWG NO.: 13027SCM07-REV00.dwg	AFE:
07	Update C/N Mapping	24-May-2018	DATE: May 24, 2018	SHEET: 5 of 20



Prince Rupert
Gas Transmission Project



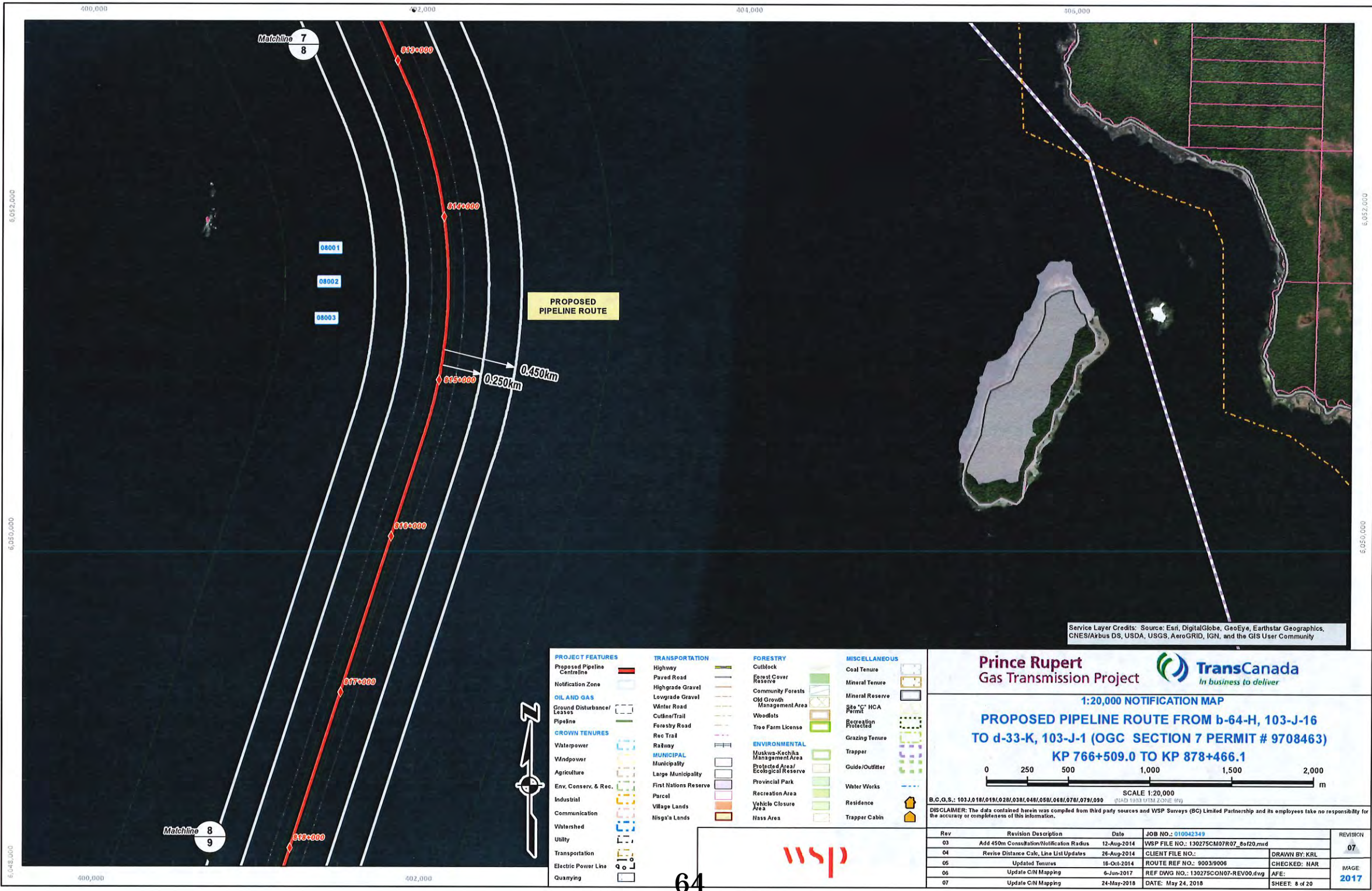
1:20,000 NOTIFICATION MAP

**PROPOSED PIPELINE ROUTE FROM b-64-H, 103-J-16
TO d-33-K, 103-J-1 (OGC SECTION 7 PERMIT # 9708463)
KP 766+509.0 TO KP 878+466.1**



B.C.G.S.: 103-J-018/019/028/038/048/058/068/078/079/080 (NAD 1983 UTM ZONE 18N)
DISCLAIMER: The data contained herein was compiled from third party sources and WSP Surveys (BC) Limited Partnership and its employees take no responsibility for the accuracy or completeness of this information.

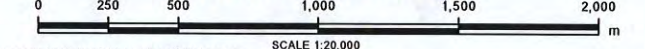
Rev	Revision Description	Date	JOB NO.: 010042349	REVISION
03	Add 450m Consultation/Notification Radius	12-Aug-2014	WSP FILE NO.: 13027SCM07R07_7of20.mxd	07
04	Revise Distance Calc, Line List Updates	26-Aug-2014	CLIENT FILE NO.:	DRAWN BY: KRL
05	Updated Tenures	16-Oct-2014	ROUTE REF NO.: 9003/9006	CHECKED: NAR
06	Update C/N Mapping	6-Jun-2017	REF DWG NO.: 13027SCON07-REV00.dwg	AFE:
07	Update C/N Mapping	24-May-2018	DATE: May 24, 2018	SHEET: 7 of 20



Service Layer Credits: Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

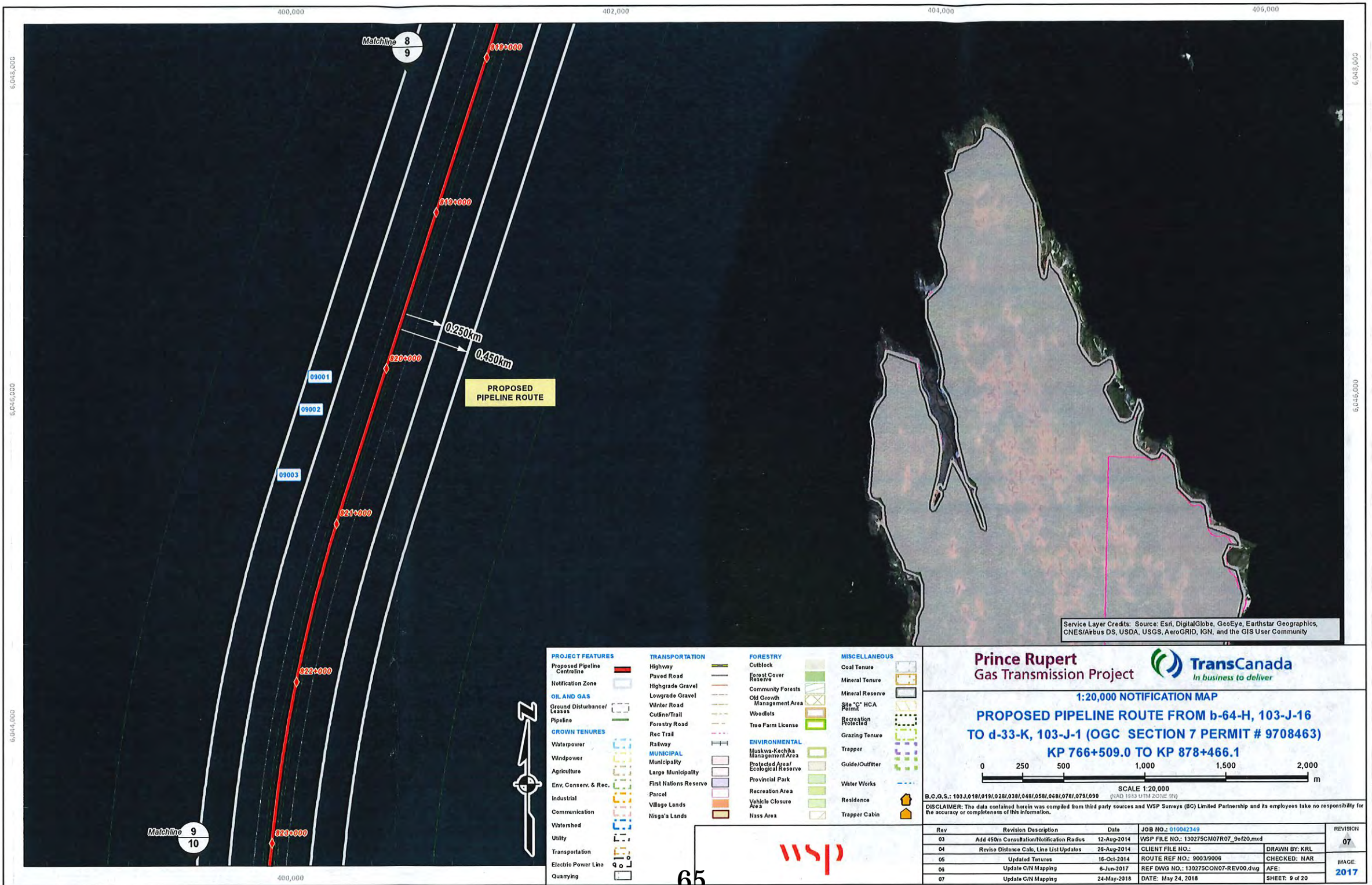
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TransCanada
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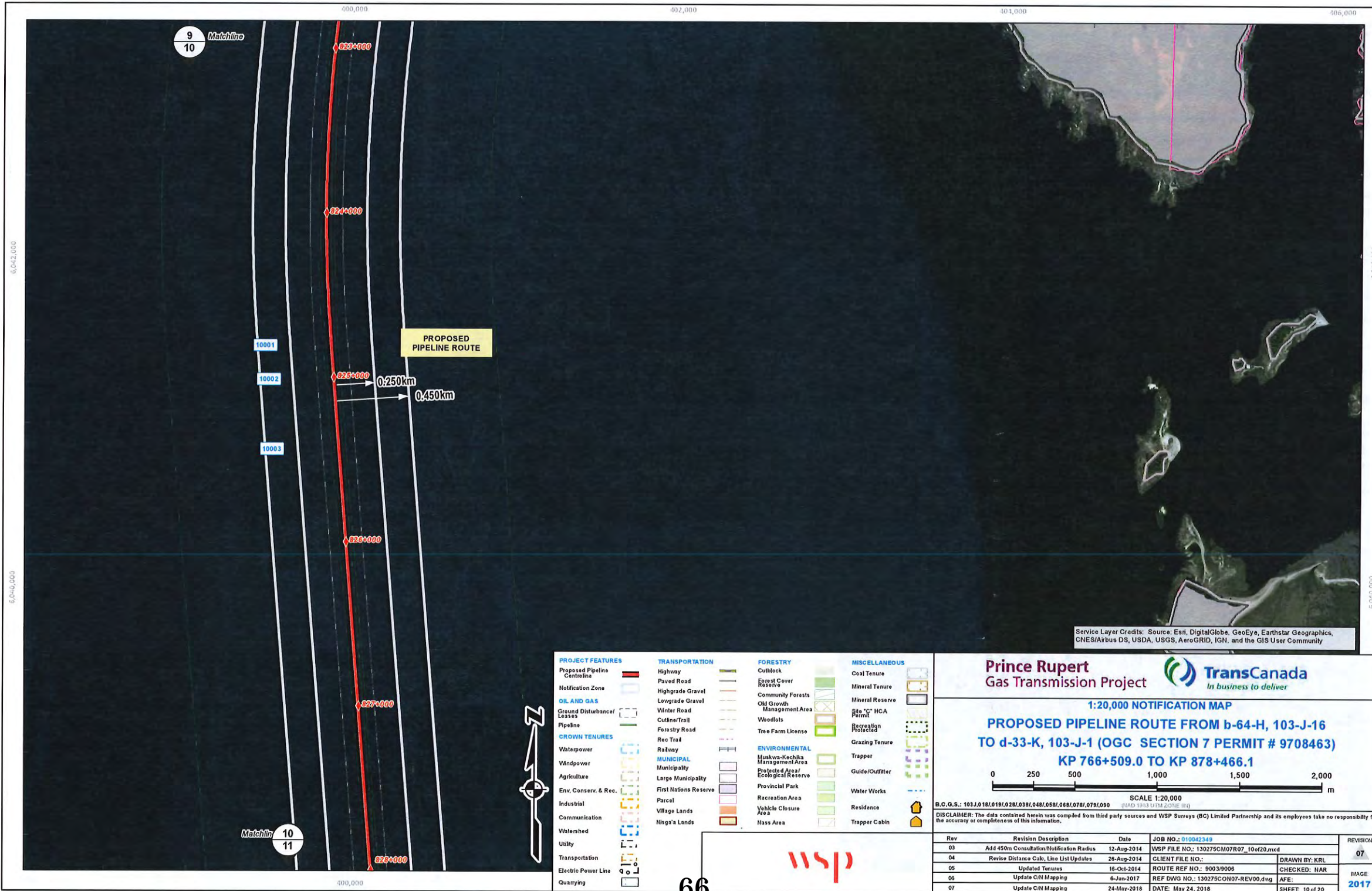
1:20,000 NOTIFICATION MAP
PROPOSED PIPELINE ROUTE FROM b-64-H, 103-J-16 TO d-33-K, 103-J-1 (OGC SECTION 7 PERMIT # 9708463)
KP 766+509.0 TO KP 878+466.1



B.C.G.S.: 103.J.018/019/028/038/048/058/068/078/079/090 (1:20,000 UTM ZONE 18N)
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Rev	Revision Description	Date	JOB NO.: 010042349	REVISION
03	Add 450m Consultation/Notification Radius	12-Aug-2014	WSP FILE NO.: 130275CM07R07_8s120.mxd	07
04	Revise Distance Calc, Line List Updates	26-Aug-2014	CLIENT FILE NO.:	
05	Updated Tenures	18-Oct-2014	ROUTE REF NO.: 9003/9006	DRAWN BY: KRL
06	Update C/N Mapping	6-Jun-2017	REF DWG NO.: 130275CON07-REV00.dwg	CHECKED: NAR
07	Update C/N Mapping	24-May-2018	DATE: May 24, 2018	AGE: 2017
				SHEET: 8 of 20






Service Layer Credits: Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Prince Rupert

Gas Transmission Project



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1:20,000 NOTIFICATION MAP

PROPOSED PIPELINE ROUTE FROM b-64-H, 103-J-16

TO d-33-K, 103-J-1 (OGC SECTION 7 PERMIT # 9708463)

KP 766+509.0 TO KP 878+466.1

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m

SCALE 1:20,000

B.C.O.S.: 1031.018/019/028/038/048/058/068/078/079/090

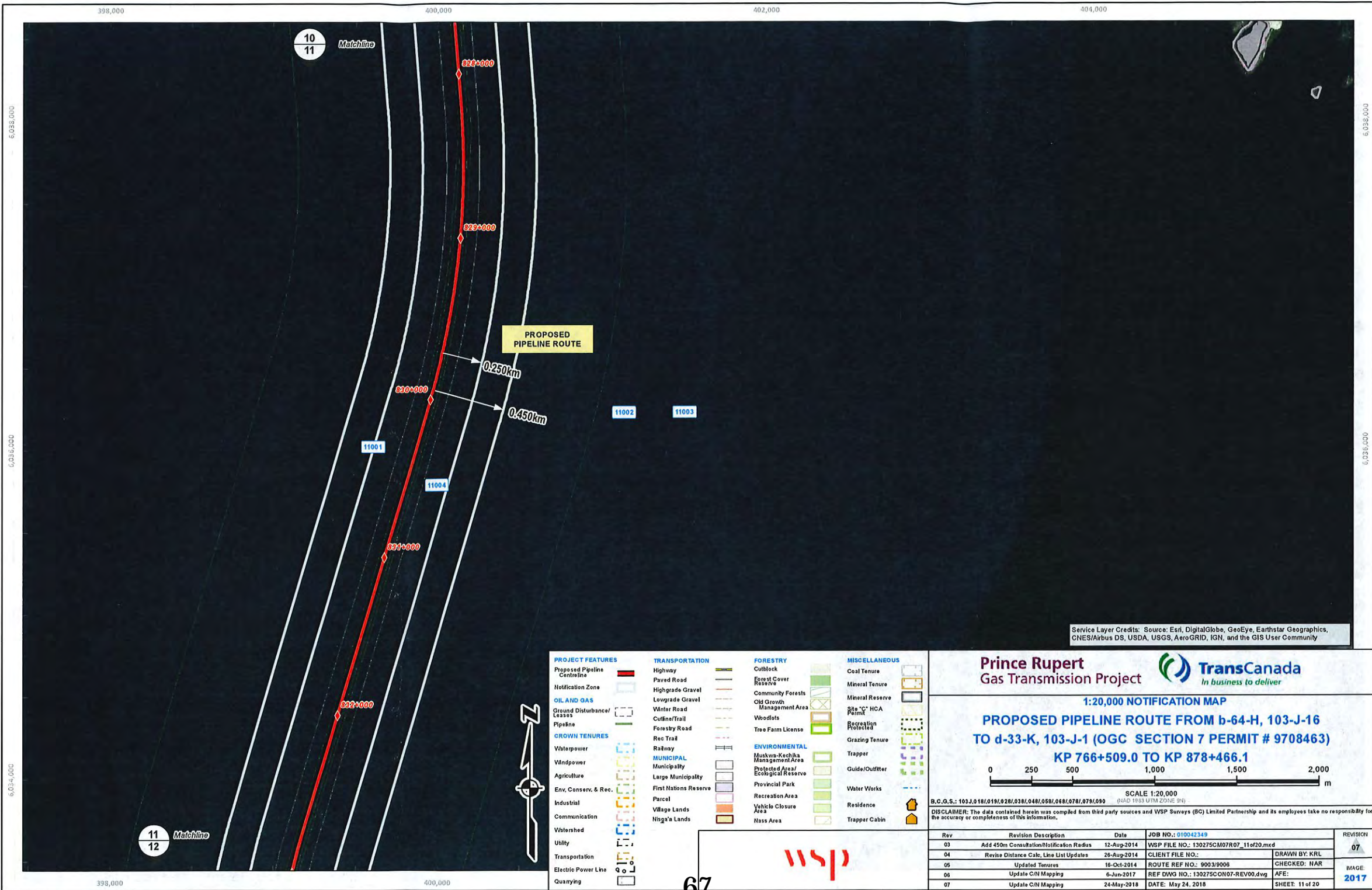
©2014 TRANSCANADA INC.

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Rev	Revision Description	Date	JOB NO.: 010042349	REVISION
03	Add 450m Consultation/Notification Radius	12-Aug-2014	WSP FILE NO.: 130275CM07R07_10of20.mxd	07
04	Revise Distance Calc, Line List Updates	26-Aug-2014	CLIENT FILE NO.:	DRAWN BY: KRL
05	Updated Tenures	16-Oct-2014	ROUTE REF NO.: 9003/9006	CHECKED: NAR
06	Update C/N Mapping	6-Jun-2017	REF DWG NO.: 130275CON07-REV00.dwg	AFE:
07	Update C/N Mapping	24-May-2018	DATE: May 24, 2018	SHEET: 10 of 20

IMAGE: 2017

66



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Prince Rupert Gas Transmission Project

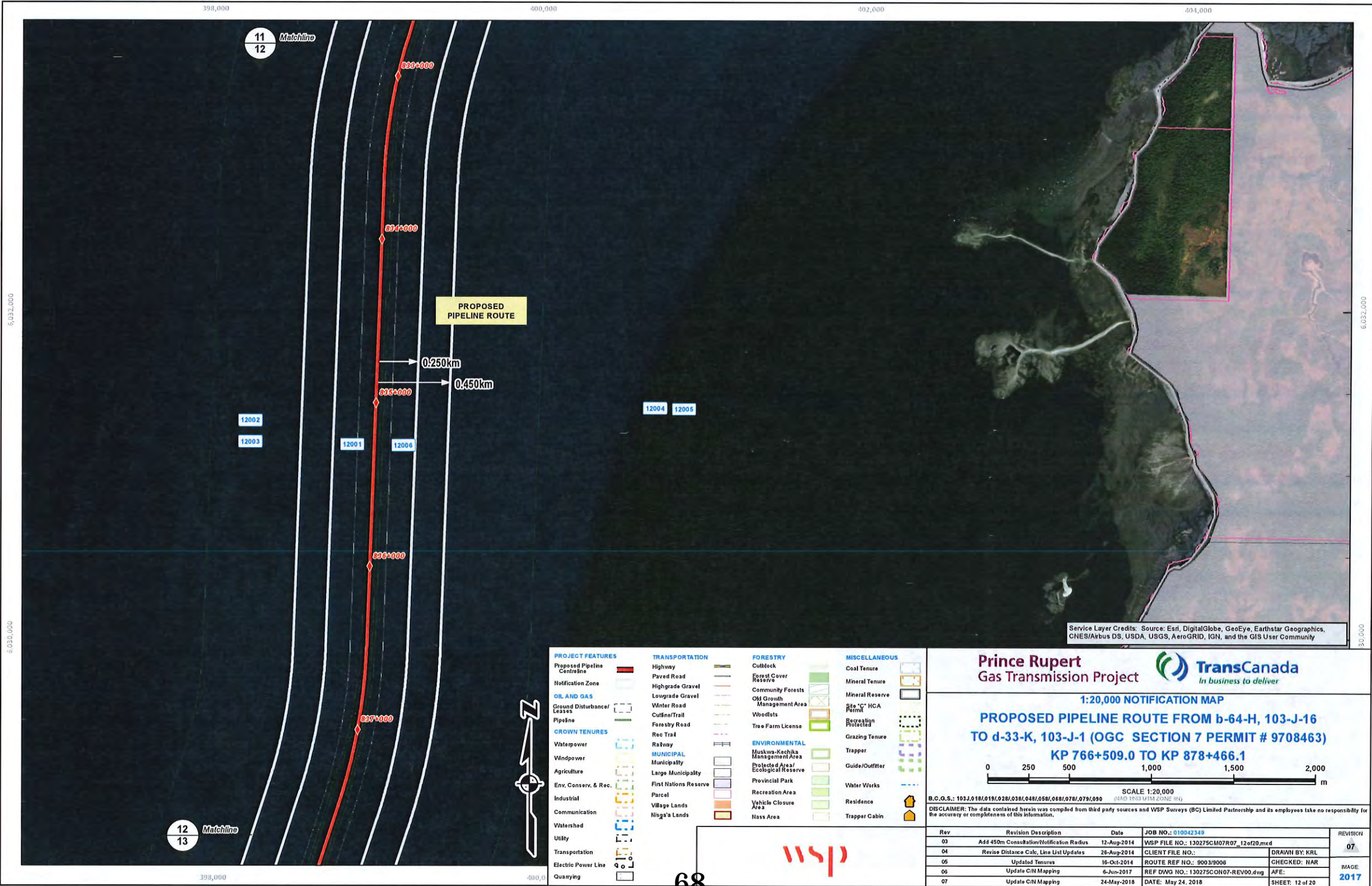


1:20,000 NOTIFICATION MAP
PROPOSED PIPELINE ROUTE FROM b-64-H, 103-J-16 TO d-33-K, 103-J-1 (OGC SECTION 7 PERMIT # 9708463)
KP 766+509.0 TO KP 878+466.1



B.C.G.S.: 103-J-16/019/028/038/048/058/068/078/079/080
(NAD 1983 UTM ZONE 18N)
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Rev	Revision Description	Date	JOB NO.: 019042349	REVISION
03	Add 450m Consultation/Notification Radius	12-Aug-2014	WSP FILE NO.: 130275CM07R07_11of20.mxd	07
04	Revise Distance Calc, Line List Updates	26-Aug-2014	CLIENT FILE NO.:	
05	Updated Tenures	16-Oct-2014	ROUTE REF NO.: 9003/0006	CHECKED: NAR
06	Update C/N Mapping	6-Jun-2017	REF DWG NO.: 130275CON07-REV00.dwg	AFI:
07	Update C/N Mapping	24-May-2018	DATE: May 24, 2018	SHEET: 11 of 20



Service Layer Credits: Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

PROJECT FEATURES

- Proposed Pipeline Centreline
- Notification Zone
- OIL AND GAS**
- Ground Disturbance/Leases
- Pipeline
- CROWN TENURES**
- Waterpower
- Windpower
- Agriculture
- Env. Conserv. & Rec.
- Industrial
- Communication
- Watershed
- Utility
- Transportation
- Electric Power Line
- Quarrying

TRANSPORTATION

- Highway
- Paved Road
- Highgrade Gravel
- Lowgrade Gravel
- Winter Road
- Cutline/Trail
- Forestry Road
- Rec Trail
- Railway
- MUNICIPAL**
- Municipality
- Large Municipality
- First Nations Reserve
- Parcel
- Village Lands
- Ning'a'a Lands

FORESTRY

- Cutblock
- Forest Cover
- Reserve
- Community Forests
- Old Growth Management Area
- Woodlots
- Tree Farm License
- ENVIRONMENTAL**
- Muskeg-Kechika Management Area
- Protected Area/ Ecological Reserve
- Provincial Park
- Recreation Area
- Vehicle Closure Area
- Nass Area

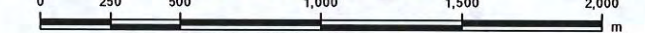
MISCELLANEOUS

- Coal Tenure
- Mineral Tenure
- Mineral Reserve
- Site "C" HCA Permit
- Recreation Protection
- Grazing Tenure
- Trapper
- Guide/Outfitter
- Water Works
- Residence
- Trapper Cabin

Prince Rupert
Gas Transmission Project

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1:20,000 NOTIFICATION MAP
PROPOSED PIPELINE ROUTE FROM b-64-H, 103-J-16
TO d-33-K, 103-J-1 (OGC SECTION 7 PERMIT # 9708463)
KP 766+509.0 TO KP 878+466.1

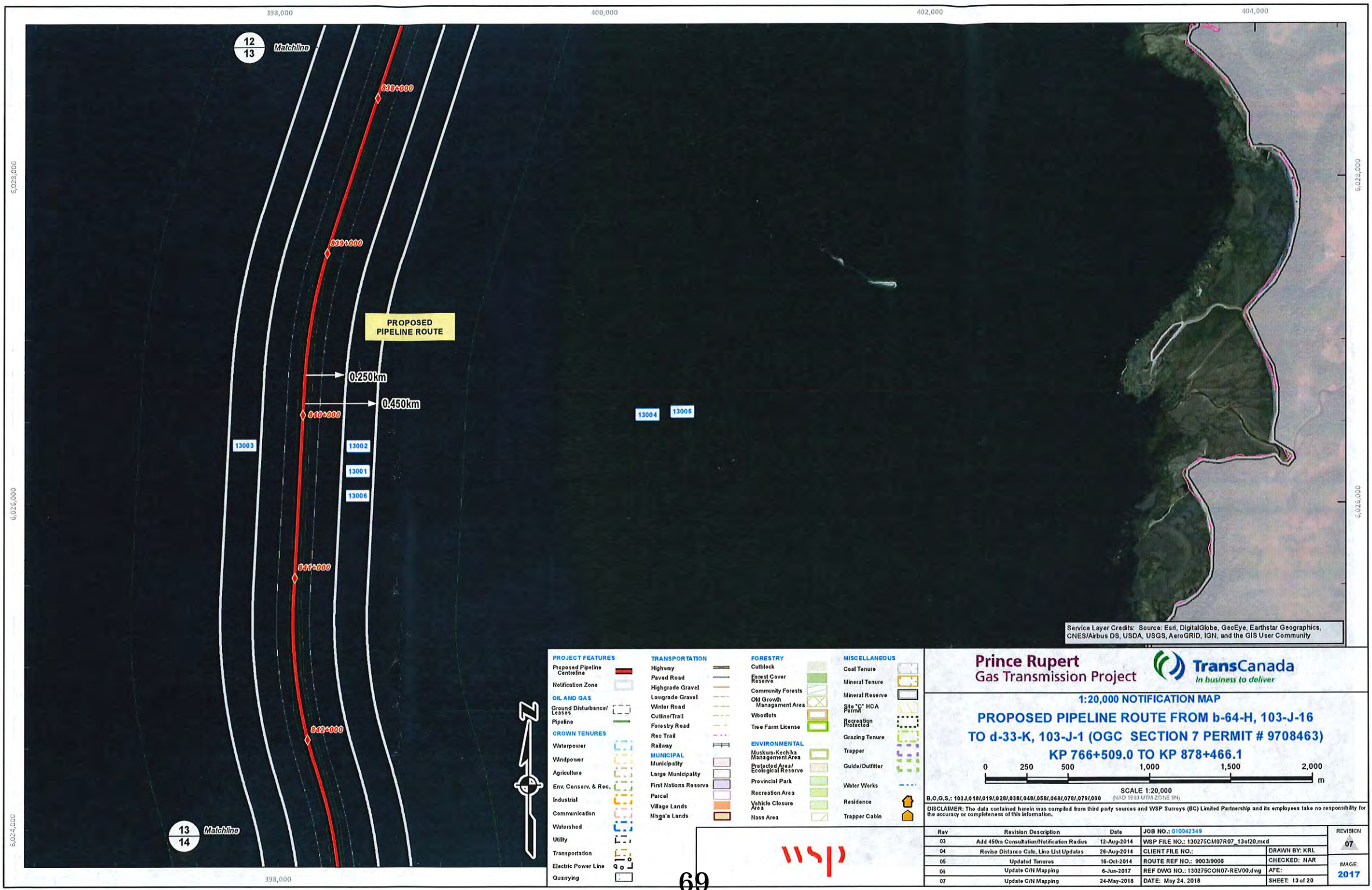


SCALE 1:20,000
B.C.G.S.: 103.J.018/019/028/038/048/058/068/078/079/090 (NAD 1983 UTM ZONE 18N)

DISCLAIMER: The data contained herein was compiled from third party sources and WSP Surveys (BC) Limited Partnership and its employees take no responsibility for the accuracy or completeness of this information.

Rev	Revision Description	Date	JOB NO.: 010942349	REVISION
03	Add 450m Consultation/Notification Radius	12-Aug-2014	WSP FILE NO.: 130275CM07R07_12of20.mxd	07
04	Revise Distance Calc, Line List Updates	26-Aug-2014	CLIENT FILE NO.:	DRAWN BY: KRL
05	Updated Tenures	16-Oct-2014	ROUTE REF NO.: 9003/9006	CHECKED: NAR
06	Update C/N Mapping	6-Jun-2017	REF DWG NO.: 130275CON07-REV00.dwg	AFE:
07	Update C/N Mapping	24-May-2018	DATE: May 24, 2018	SHEET: 12 of 20





Service Layer Credits: Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

PROJECT FEATURES

- Proposed Pipeline Centreline
- Notification Zone
- OIL AND GAS**
- Ground Disturbance/Leases
- Pipeline
- CROWN TENURES**
- Waterpower
- Windpower
- Agriculture
- Env. Conserv. & Rec.
- Industrial
- Communication
- Watershed
- Utility
- Transportation
- Electric Power Line
- Quarrying

TRANSPORTATION

- Highway
- Paved Road
- Highgrade Gravel
- Lowgrade Gravel
- Winter Road
- Cutline/Trail
- Forestry Road
- Rec Trail
- Railway
- MUNICIPAL**
- Municipality
- Large Municipality
- First Nations Reserve
- Parcel
- Village Lands
- Nisga'a Lands

FORESTRY

- Cutblock
- Forest Cover Reserve
- Community Forests
- Old Growth Management Area
- Woodlots
- Tree Farm License
- ENVIRONMENTAL**
- Muskwa-Kechika Management Area
- Protected Area/Ecological Reserve
- Provincial Park
- Recreation Area
- Vehicle Closure Area
- Nass Area

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- Coal Tenure
- Mineral Tenure
- Mineral Reserve
- Site "C" HCA Permit
- Recreation Protected
- Grazing Tenure
- Trapper
- Guide/Outfitter
- Water Works
- Residence
- Trapper Cabin

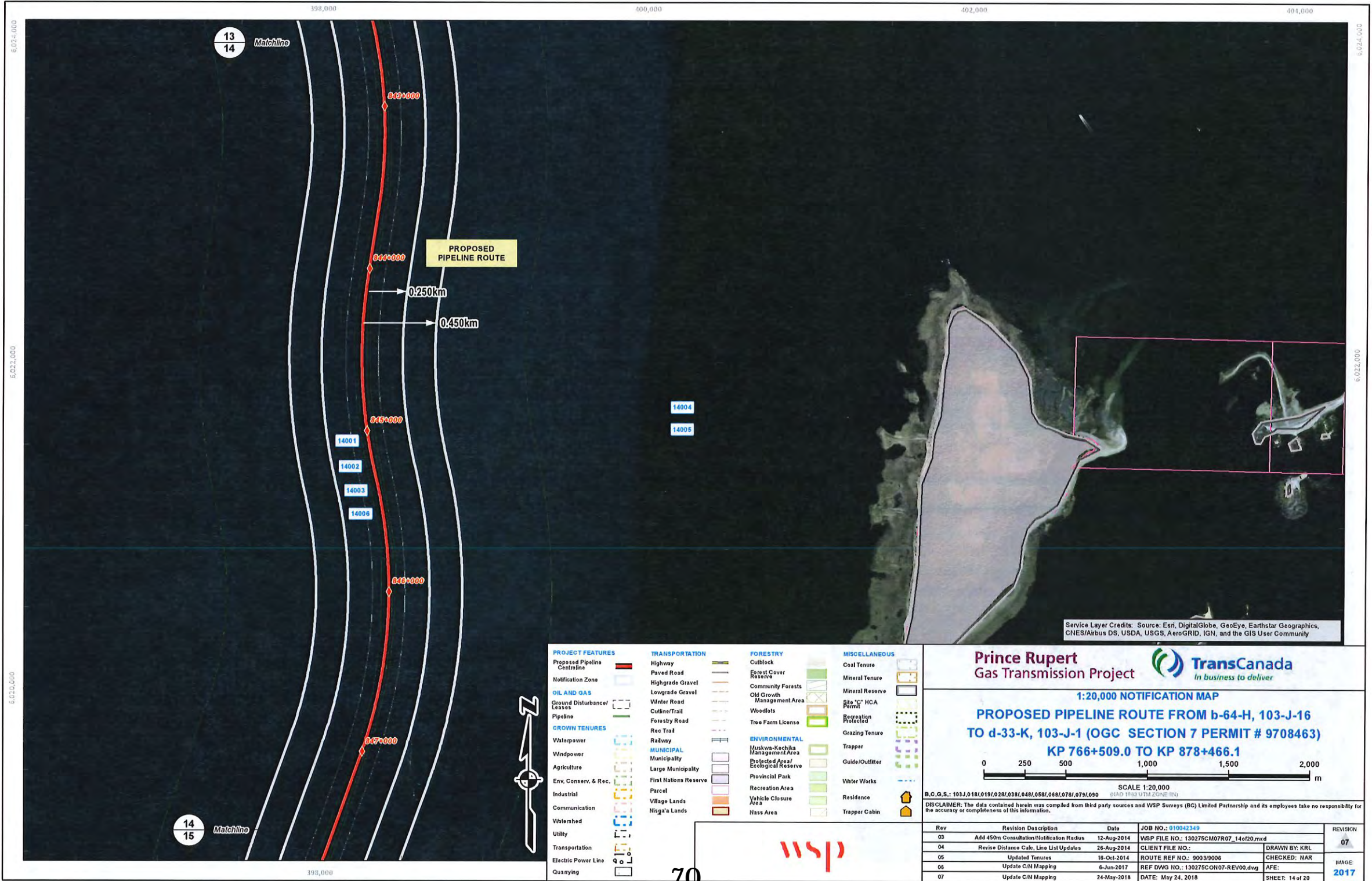
Prince Rupert Gas Transmission Project 

1:20,000 NOTIFICATION MAP
PROPOSED PIPELINE ROUTE FROM b-64-H, 103-J-16 TO d-33-K, 103-J-1 (OGC SECTION 7 PERMIT # 9708463)
KP 766+509.0 TO KP 878+466.1



B.C.G.S.: 102-J-018/019/028/038/048/058/068/078/079/090 (NAD 1983 UTM ZONE 18N)
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Revision			JOB NO.: 010042349		REVISION
Rev	Description	Date	WSP FILE NO.: 13027SCM07R07_13of20.mxd	CHECKED BY: NAR	
03	Add 450m Consultation/Notification Radius	12-Aug-2014	CLIENT FILE NO.:		IMAGE: 2017
04	Revise Distance Calc, Line List Updates	28-Aug-2014	ROUTE REF NO.: 9003/9008	CHECKED: NAR	
05	Updated Tenures	16-Oct-2014	REF DWG NO.: 13027SCM07-REV00.dwg	AFE:	
06	Update C/N Mapping	6-Jun-2017	DATE: May 24, 2018	SHEET: 13 of 20	
07	Update C/N Mapping	24-May-2018			



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1:20,000 NOTIFICATION MAP

PROPOSED PIPELINE ROUTE FROM b-64-H, 103-J-16
TO d-33-K, 103-J-1 (OGC SECTION 7 PERMIT # 9708463)
KP 766+509.0 TO KP 878+466.1

0250100015002000

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SCALE 1:20,000

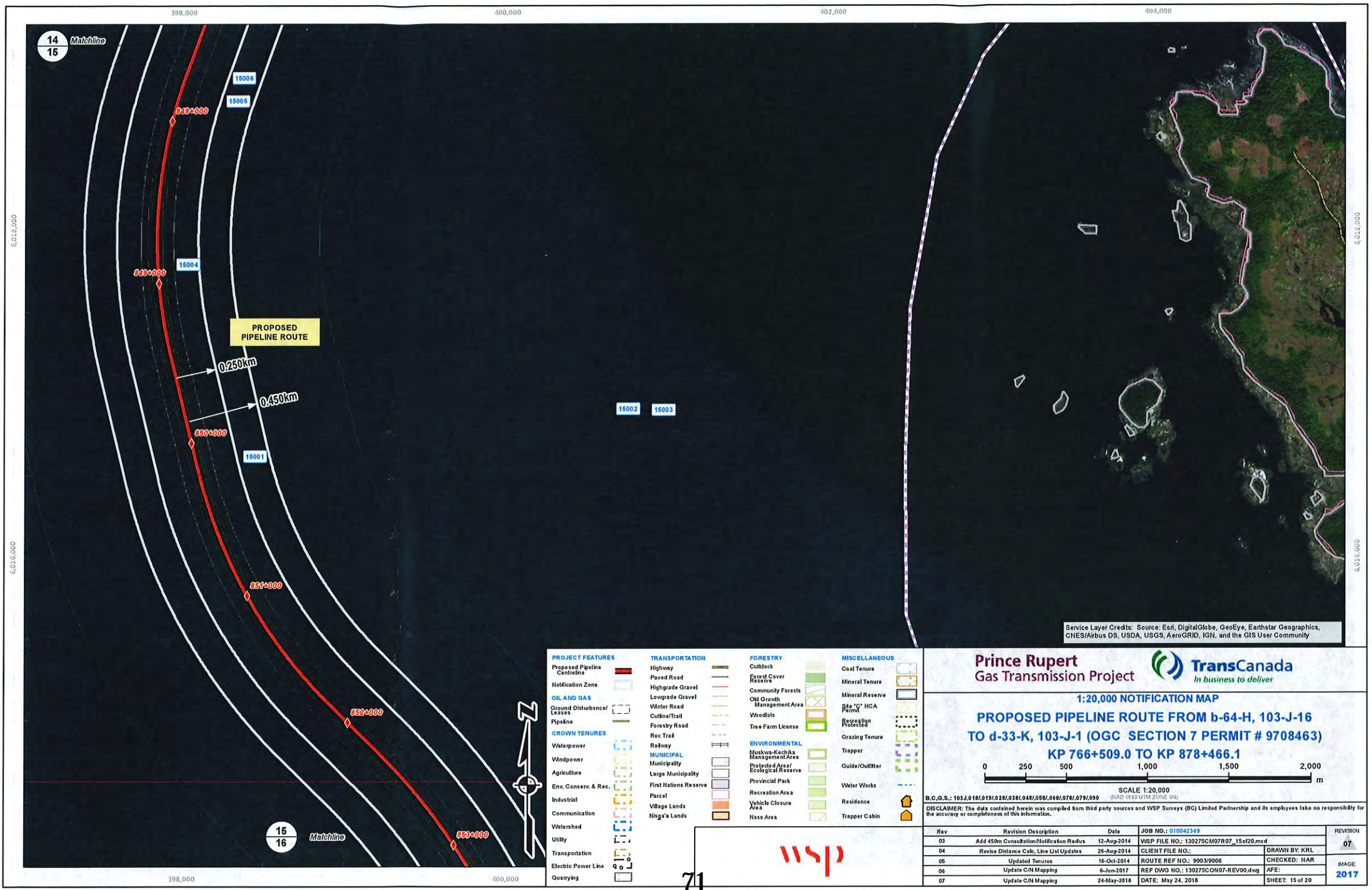
B.C.G.S.: 103J.018/019/020/030/040/050/060/070/079/090

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Rev	Revision Description	Date	JOB NO.: 010042349	REVISION
03	Add 450m Consultation/Notification Radius	12-Aug-2014	WSP FILE NO.: 130275CM07R07_14020.mxd	07
04	Revise Distance Calc, Line List Updates	26-Aug-2014	CLIENT FILE NO.:	DRAWN BY: KRL
05	Updated Tenures	16-Oct-2014	ROUTE REF NO.: 9003/9008	CHECKED: NAR
06	Update C/N Mapping	6-Jun-2017	REF DWG NO.: 130275CON07-REV00.dwg	AFE:
07	Update C/N Mapping	24-May-2018	DATE: May 24, 2018	SHEET: 14 of 20

WAGE
2017



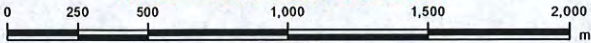
Service Layer Credits: Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Prince Rupert Gas Transmission Project



1:20,000 NOTIFICATION MAP

PROPOSED PIPELINE ROUTE FROM b-64-H, 103-J-16 TO d-33-K, 103-J-1 (OGC SECTION 7 PERMIT # 9708463)
KP 766+509.0 TO KP 878+466.1

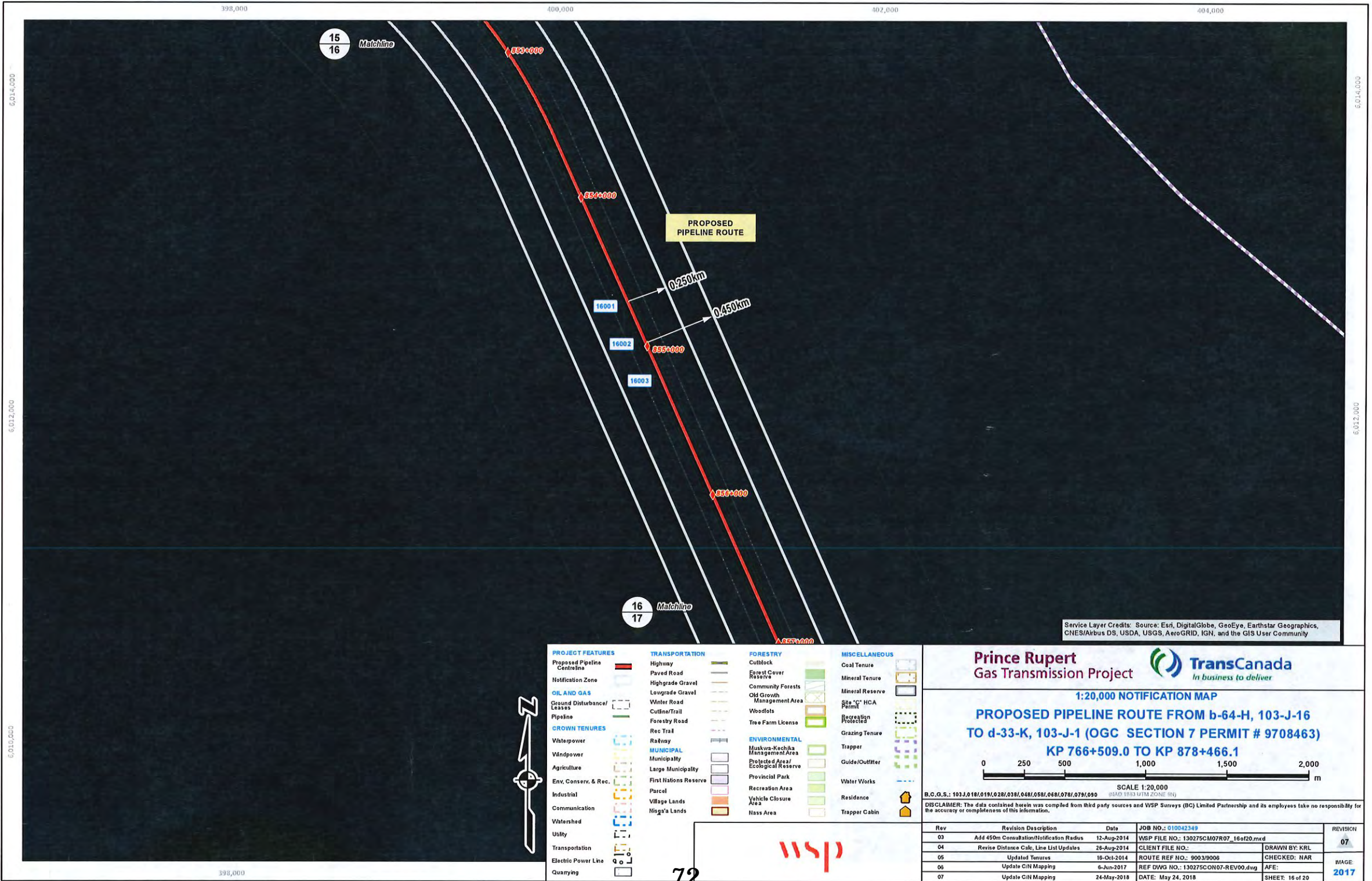


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B.C.G.S.: 103-J-018/019/028/038/048/058/068/078/079/090 (NAD 1983 UTM ZONE 18N)
DISCLAIMER: The data contained herein was compiled from third party sources and WSP Surveys (BC) Limited Partnership and its employees take no responsibility for the accuracy or completeness of this information.

Rev	Revision Description	Date	JOB NO.: 010042349	REVISION
03	Add 450m Consultation/Notification Radius	12-Aug-2014	WSP FILE NO.: 13027SCM07R07_15of20.mxd	07
04	Revise Distance Calc, Line List Updates	26-Aug-2014	CLIENT FILE NO.:	DRAWN BY: KRL
05	Updated Tenures	16-Oct-2014	ROUTE REF NO.: 9003/9006	CHECKED: NAR
06	Update C/N Mapping	6-Jun-2017	REF DWG NO.: 13027SCM07-REV00.dwg	AFE:
07	Update C/N Mapping	24-May-2018	DATE: May 24, 2018	SHEET: 15 of 20

PROJECT FEATURES		TRANSPORTATION		FORESTRY		MISCELLANEOUS	
Proposed Pipeline Centreline		Highway		Cutblock		Coal Tenure	
Notification Zone		Paved Road		Forest Cover Reserve		Mineral Tenure	
OIL AND GAS		Highgrade Gravel		Community Forests		Mineral Reserve	
Ground Disturbance/Leases		Lowgrade Gravel		Old Growth Management Area		Site "C" HCA Permit	
Pipeline		Winter Road		Woodlots		Recreation Protected	
CROWN TENURES		Cutline/Trail		Tree Farm License		Grazing Tenure	
Waterpower		Rec Trail		ENVIRONMENTAL		Trapper	
Windpower		Railway		Muskwa-Kechika Management Area		Guide/Outfitter	
Agriculture		MUNICIPAL		Protected Area/Ecological Reserve		Water Works	
Env. Conserv. & Rec.		Municipality		Provincial Park		Residence	
Industrial		Large Municipality		Recreation Area		Trapper Cabin	
Communication		First Nations Reserve		Vehicle Closure Area			
Watershed		Parcel		Nass Area			
Utility		Village Lands					
Transportation		Nisga'a Lands					
Electric Power Line							
Quarrying							



Service Layer Credits: Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

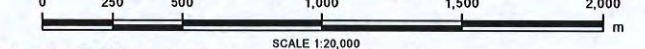
Prince Rupert Gas Transmission Project

TransCanada

In business to deliver

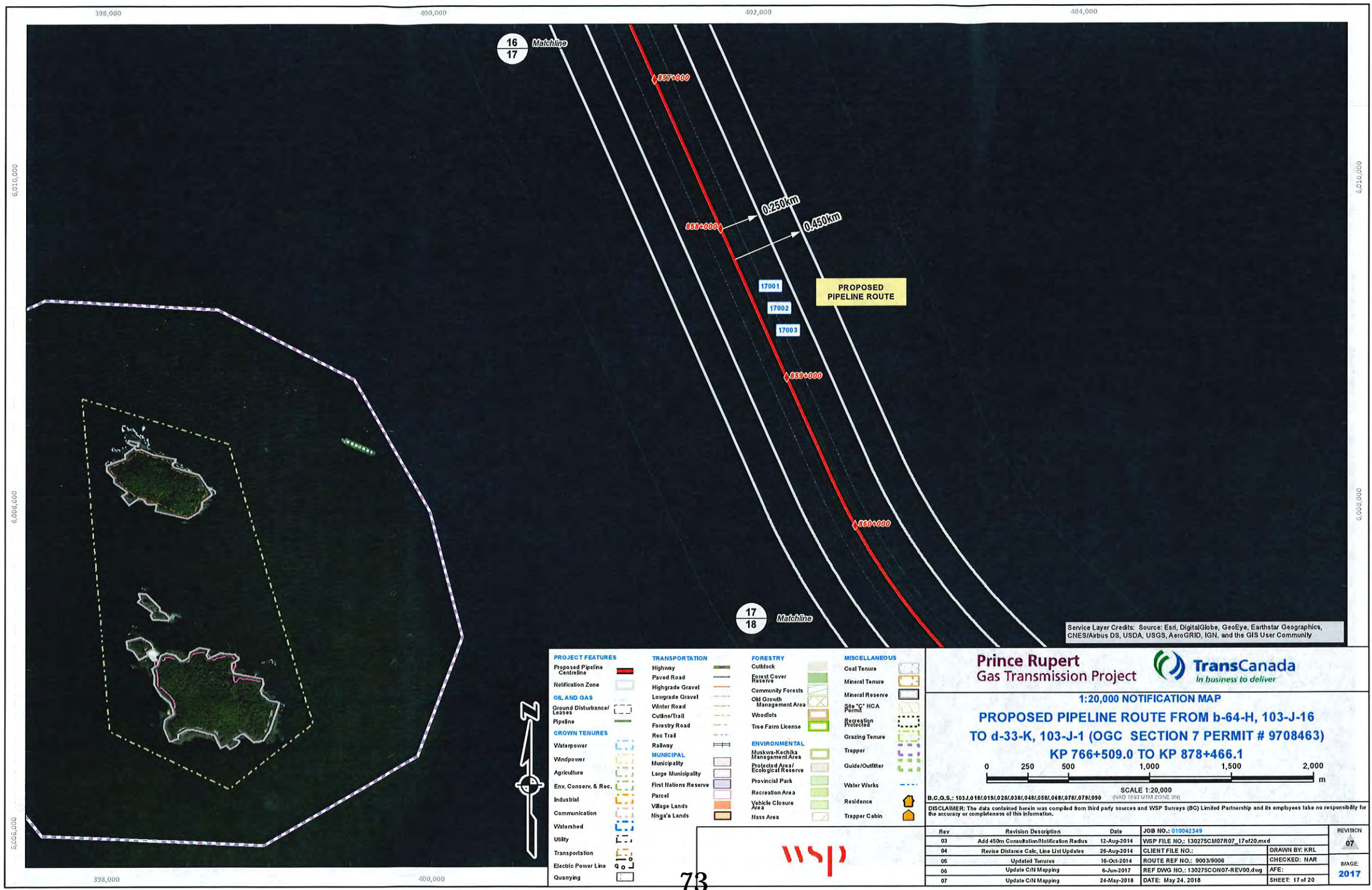
1:20,000 NOTIFICATION MAP

PROPOSED PIPELINE ROUTE FROM b-64-H, 103-J-16 TO d-33-K, 103-J-1 (OGC SECTION 7 PERMIT # 9708463) KP 766+509.0 TO KP 878+466.1

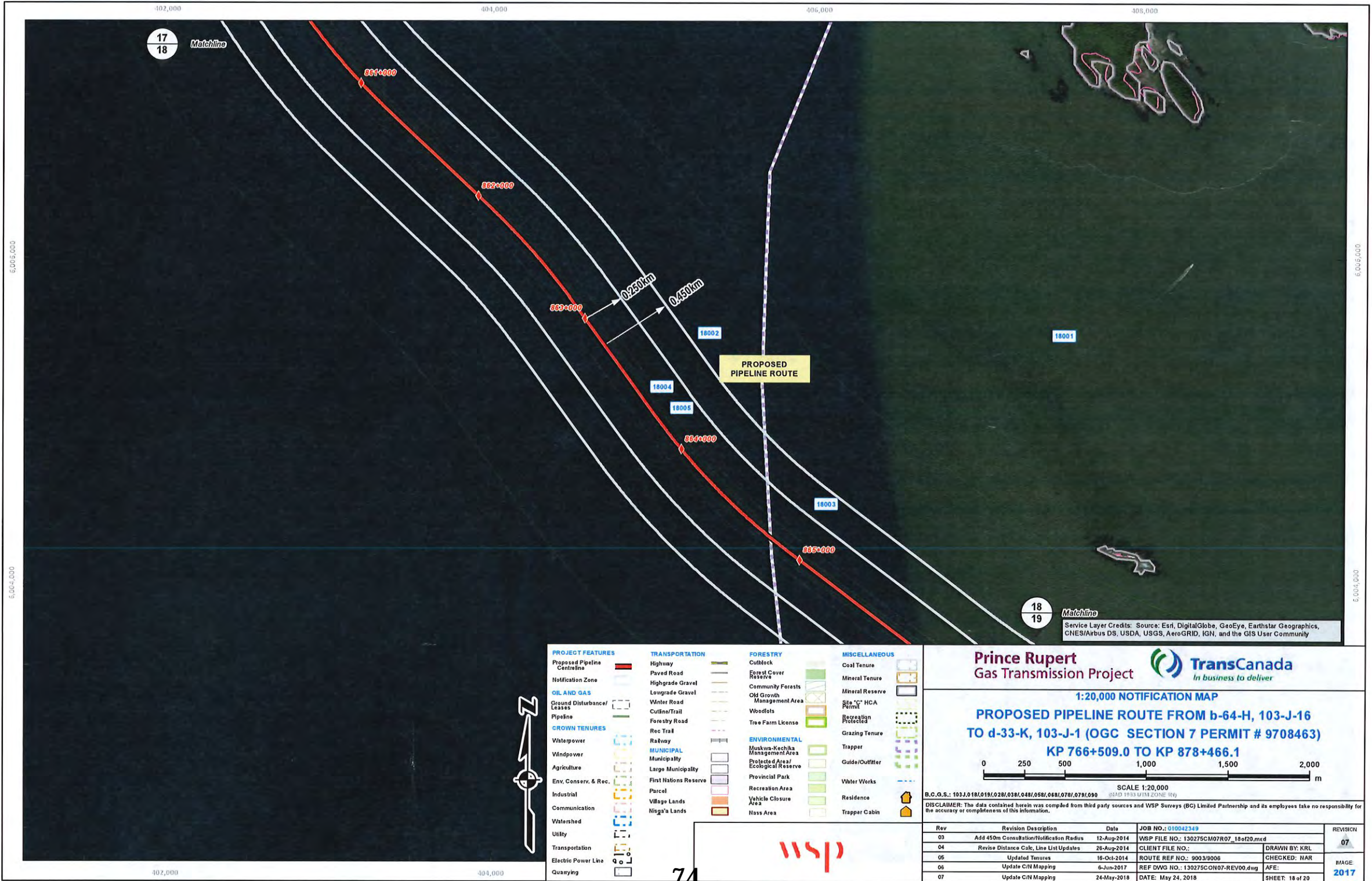


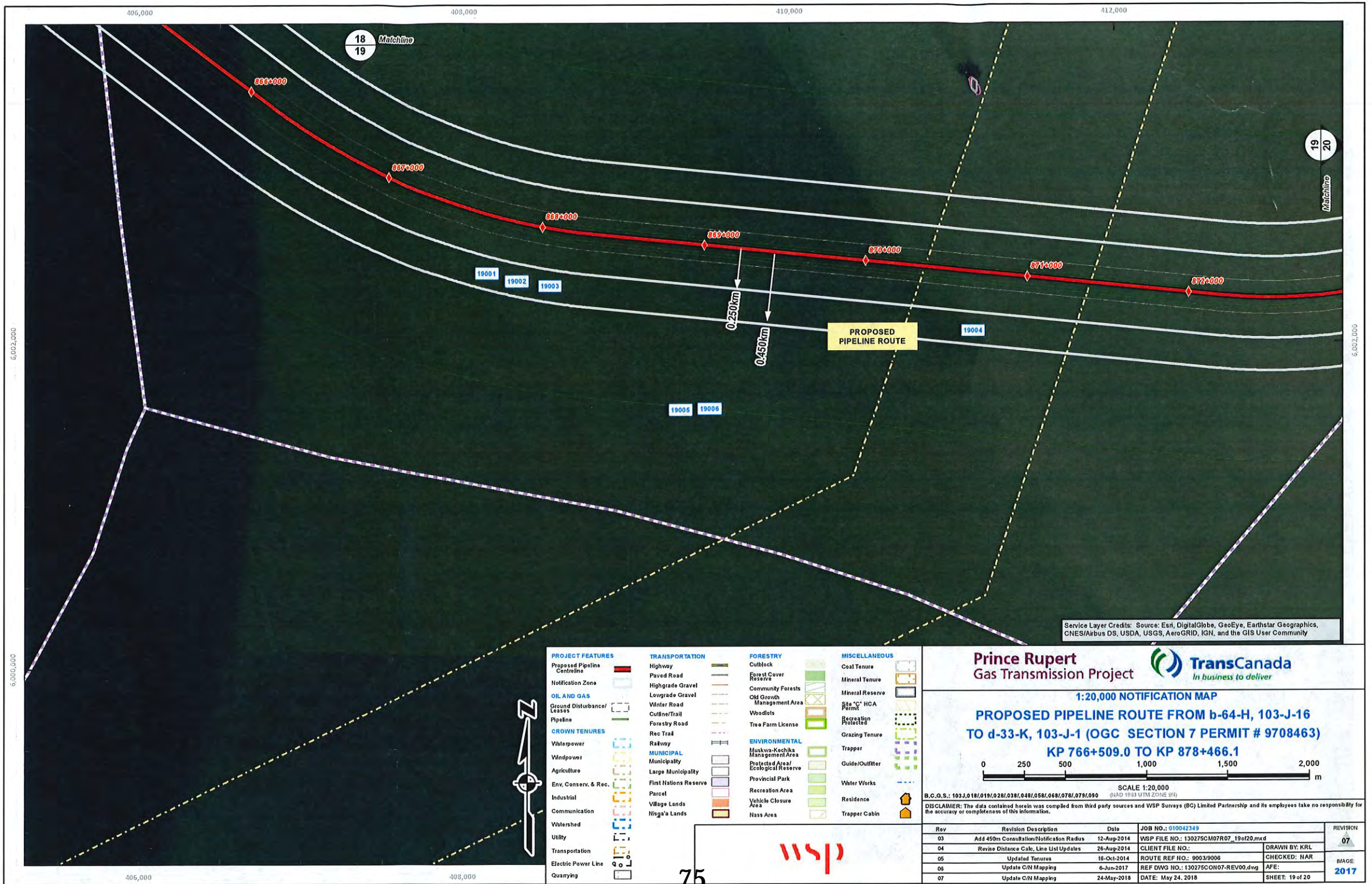
B.C.G.S.: 103.J.018/019/028/038/048/058/068/078/079/090 (2010 1993 UTM ZONE 18N)
DISCLAIMER: The data contained herein was compiled from third party sources and WSP Surveys (BC) Limited Partnership and its employees take no responsibility for the accuracy or completeness of this information.

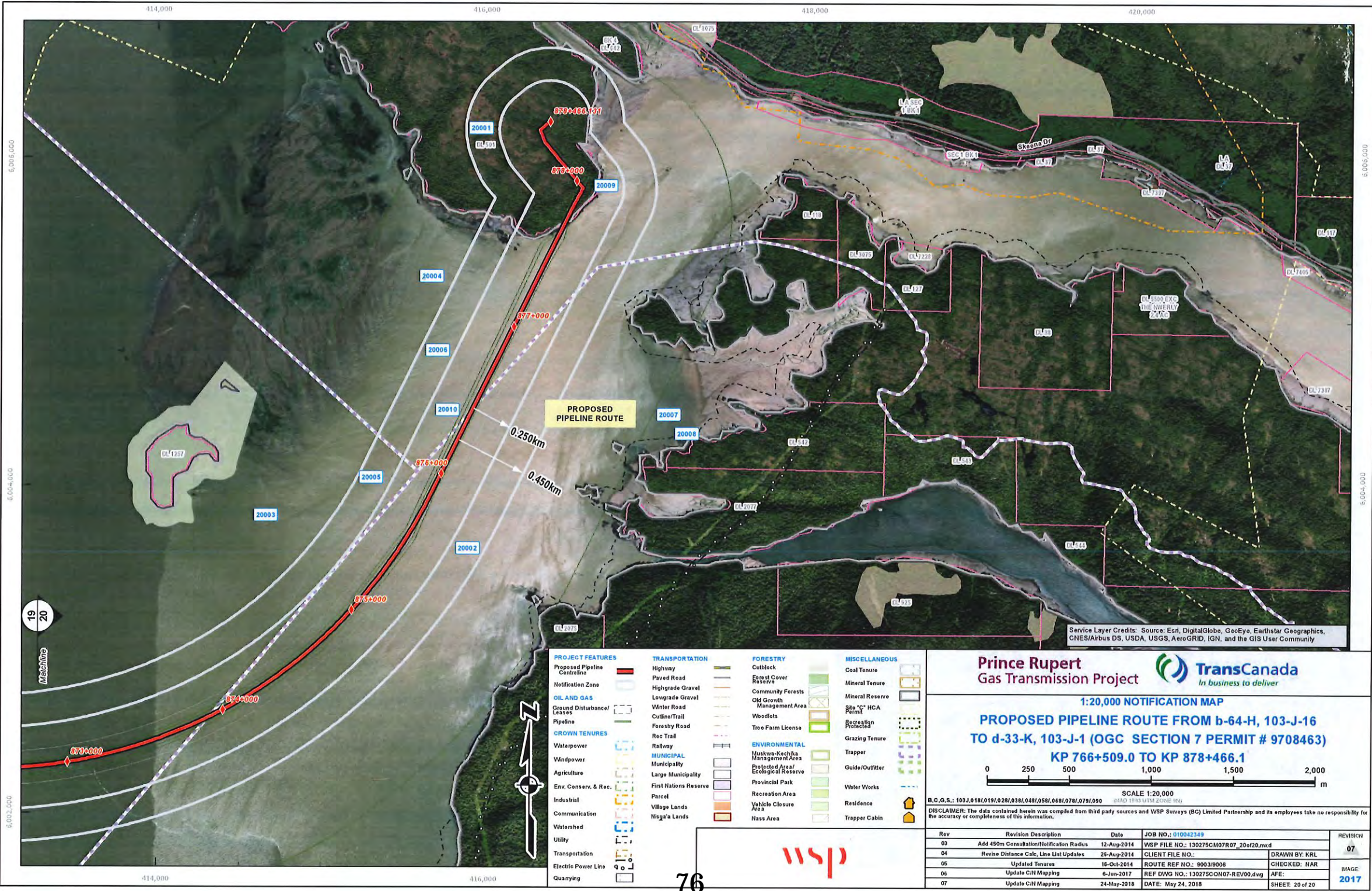
Rev	Revision Description	Date	JOB NO.: 010042349	REVISION
03	Add 450m Consultation/Notification Radius	12-Aug-2014	WSP FILE NO.: 130275CM07R07_16of20.mxd	07
04	Revise Distance Calc, Line List Updates	26-Aug-2014	CLIENT FILE NO.:	DRAWN BY: KRL
05	Updated Tenures	16-Oct-2014	ROUTE REF NO.: 9003/9006	CHECKED: NAR
06	Update C/N Mapping	6-Jun-2017	REF DWG NO.: 130275CON07-REV00.dwg	AFE:
07	Update C/N Mapping	24-May-2018	DATE: May 24, 2018	SHEET: 16 of 20



Rev	Revision Description	Date	JOB NO.: 010042349	REVISION
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Prince Rupert
Gas Transmission Project

TransCanada
In business to deliver

1:20,000 NOTIFICATION MAP

**PROPOSED PIPELINE ROUTE FROM b-64-H, 103-J-16
TO d-33-K, 103-J-1 (OGC SECTION 7 PERMIT # 9708463)
KP 766+509.0 TO KP 878+466.1**

0250100015002000

m

SCALE 1:20,000
(NAD 1983 UTM ZONE 18N)

B.C.G.S.: 103J.018/019/028/038/048/058/068/078/079/090

DISCLAIMER: The data contained herein was compiled from third party sources and WSP Surveys (BC) Limited Partnership and its employees take no responsibility for the accuracy or completeness of this information.

Rev	Revision Description	Date	JOB NO.: 010042349	REVISION
03	Add 450m Consultation/Notification Radius	12-Aug-2014	WSP FILE NO.: 130275CM07R07_20x120.mxd	07
04	Revise Distance Calc, Line List Updates	28-Aug-2014	CLIENT FILE NO.:	DRAWN BY: KRL
05	Updated Tenures	18-Oct-2014	ROUTE REF NO.: 9003/9006	CHECKED: NAR
06	Update C/N Mapping	6-Jun-2017	REF DWG NO.: 130275CON07-REV00.dwg	AFE:
07	Update C/N Mapping	24-May-2018	DATE: May 24, 2018	SHEET: 20 of 20



June 6, 2018

Via E-Mail

North Coast Regional District (Skeena)

14, 342 3rd Avenue West
Prince Rupert, BC V8J 1L5
info@ncrdbc.com

Attention: Daniel Fish, Corporate Officer

Official Community Plan

**RE: Pacific Northern Gas Ltd.
PNG Ridley Island High Pressure Pipeline Relocation Project
Project #3597, new segments 021, 022 & 023
RLNS File: 171298, Phase 2
Consultation Update Notification**

Dear Sir or Madam,

On May 14, 2018 we sent you a Consultation letter in regards to our client **Pacific Northern Gas Ltd.** Ridley Island Project Phase 2.

Please note there are two small changes to our letter. The above ground risers we referenced will be located at a-067-K / 103-J-01 and d-77-K / 103-J-01 and not b-086-K / 103-J-01 and b-086-K / 103-J-01.

Additionally, the original mapping says that Segment 22 was from a-077-K / 103-J-1 to a-077-K / 103-J-01 where it should have been from a-077-K / 103-J-01 to a-067-K / 103-J-01.

Please see the new attached plan with the correct legal information and the corrected grid layout.

As noted in the original letter, all of the proposed work will be on PRPA controlled land and will take place exclusively on previously developed and previously cleared industrial sites.

If you require any further information I can be reached by email at jaime@roynorthernbc.com or by phone at 780-722-6635. Thank you for your assistance in this matter.

Sincerely,

Roy Northern Land and Environmental

Jaime Lucas
Project Coordinator

JL/jtj
Enclosure

FORT ST. JOHN
207 10139 100 St.
Fort St. John, BC V1J 3Y6
Phone: 250.261.6644

TERRACE
Box 577
202 4619 Lakelse Ave.
Terrace, BC V8G 4B5
Phone: 250.635.6973

FAIRVIEW
Box 847
10912 100 Ave.
Fairview, AB T0H 1L0
Phone: 780.835.2682

CALGARY
112 2850 107 Ave. SE
Calgary, AB T2Z 3R7
Phone: 403.278.9410
Toll Free: 250.635.6973



June 11, 2018

Dear Mayors and Regional District Chairs:

I am pleased to provide you with the following information regarding the process for requesting a meeting with me, or with provincial government, agency, commission and corporation staff, during the upcoming annual UBCM Convention taking place in Whistler, September 10 to 14, 2018.

You will also receive a letter from the Honourable John Horgan, Premier, containing information about the online process for requesting a meeting with Premier Horgan and other Cabinet Ministers.

If you would like to meet with me at the Convention, please complete the online request form at: [MAH Minister's Meeting](#) and submit it to the Ministry of Municipal Affairs and Housing before **July 13, 2018**. Meeting arrangements will be confirmed by mid -August. I will do my best to accommodate as many meeting requests as possible.

To get the most out of your delegation's meeting with me, it would be helpful if you would fill out the online form with detailed topic information. By providing this information in advance of the meeting, I will have a better understanding of your delegation's interests and it will allow for discussions that are more productive.

Ministry staff will email the Provincial Appointment Book (PAB). This PAB lists all government, agency, commission and corporation staff expected to be available to meet with delegates at the Convention, as well as details on how to request a meeting with staff online.

As I approach my second Convention as Minister responsible for local government, I look forward to hearing more about your communities, to identifying opportunities to work together with you in partnership, and to growing our relationships in the spirit of collaboration.

Sincerely,

Selina Robinson
Minister

pc: Honourable John Horgan, Premier
Wendy Booth, President, Union of British Columbia Municipalities



June 11, 2018

Dear Mayors and Regional District Chairs:

My caucus colleagues and I are looking forward to seeing you all again at this year's Union of British Columbia Municipalities (UBCM) Convention in Whistler from September 10-14.

Communication, Collaboration, Cooperation, the theme for the 2018 Convention, is indeed an appropriate focus as we engage in dialogue around local, provincial, federal, and First Nations governments working together to build strong and vibrant communities throughout our province. We all have a part to play in finding solutions and developing ideas that will ensure our communities thrive, and UBCM provides us with a wonderful opportunity to listen to one another, share ideas, and work together to build a better BC.

If you would like to request a meeting with a Cabinet Minister or with me during this year's convention, please register online at <https://UBCMreg.gov.bc.ca> (live, as of today). Please note that this year's invitation code is **MeetingRequest2018** and it is case sensitive. If you have any questions, please contact UBCM.Meetings@gov.bc.ca or phone 250-213-3856.

I look forward to being part of your convention, meeting with many of you, and exploring ways that we can partner together to address common issues.

Sincerely,

A handwritten signature in blue ink that reads 'John J. Horgan'.

John Horgan
Premier



Staff Memo

Date: June 15th, 2018

To: D. Chapman, Chief Administrative Officer

From: D. Fish, Corporate Officer

Subject: 2018 UBCM Convention – Resolutions & Meeting Requests

Recommendations:

THAT the staff report entitled “2018 UBCM Convention – Resolutions & Meeting Requests” be received;

AND THAT the Board of the North Coast Regional District provide Staff with further direction.

BACKGROUND:

The 2018 Union of BC Municipalities (UBCM) Convention will be held at the Whistler Convention Centre from September 10-14, 2018.

UBCM’s annual convention provides an opportunity for local government leaders to develop policy that guides UBCM’s advocacy efforts and work throughout the year.

DISCUSSION:

Resolutions

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

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

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

Resolutions to go forward will need to be submitted directly to UBCM by June 30, 2018.

Meeting Requests

The annual UBCM convention provides an opportunity for local elected officials to schedule meeting requests with various Provincial Cabinet Ministers to discuss issues of local importance.

In 2017, the following meeting requests were sought, with 2018 topics identified at last month's meeting:

Meeting:	Topic(s):	Topic(s):
	2017	2018
Ministry of Forests, Lands, Natural Resource Operations, and Rural Development	Haida Gwaii Community Forest	Haida Gwaii Community Forest
Ministry of Municipal Affairs and Housing	Northwest BC Resource Benefits Alliance & North Coast OCP and Ministerial Order # M053	North Coast OCP and Ministerial Order # M053
Ministry of Transportation and Infrastructure	BC Ferries scheduling, fare increases, alternative service options	BC Ferries scheduling, fare increases, alternative service options
Ministry of Energy, Mines and Petroleum Resources	LNG in NCRD Region & North Coast OCP and Ministerial Order # M053	
Ministry of Citizen's Services	Cell phone network coverage on Haida Gwaii; critical infrastructure; emergency coordinator position on Haida Gwaii	
Ministry of Tourism, Arts and Culture	Cell phone network coverage on Haida Gwaii; critical infrastructure; links to tourism	
Ministry of Indigenous Relations and Reconciliation		Metlakatla Treaty Negotiations & provincial negotiation team

It is anticipated that the meeting request scheduling will be open in early July 2018.

Registration

Delegate registration for this year's UBCM convention will open on July 3rd, 2018. If you will be attending this year's convention, please advise Staff so that the necessary registrations and travel accommodations can be booked.

RECOMMENDATION:

Staff is recommending that the memorandum from staff entitled "2018 UBCM Convention – Resolutions & Meeting Requests" be received and that the Board of the NCRD provide Staff with further direction.



Staff Report

Date: June 15th, 2018

To: D. Chapman, Chief Administrative Officer

From: D. Fish, Corporate Officer

Subject: Draft Social Media Policy

Recommendations:

THAT the staff report entitled “Draft Social Media Policy”, dated June 15th, 2018, be received;

AND THAT the Board of the North Coast Regional District adopt the Social Media Policy as presented.

BACKGROUND:

At its Regular meeting held January 26th, 2018, the Board of the North Coast Regional District (NCRD) directed staff to draft a social media policy for consideration of the Board at a future meeting date. More specifically, the Board directed Staff to contact the City of Prince Rupert to request a copy of its social media policy to provide direction with respect to the development of a draft NCRD social media policy.

DISCUSSION:

Social Media and Local Government

Social media is defined as “applications that offer services to communities of online users: blogs, social bookmarking, wikis, media sharing, and social networks that promote collaboration, joint-learning, and the exchange of information between users”.

An increasing number of local governments are incorporating social media into their approaches to communicating with the public. In 2013, a survey of 178 local governments revealed that, of those 178, 98.3% had active websites, 35.4% used Facebook, 19.7% used Twitter, and 11.2% used YouTube.

Benefits of Social Media

Social media offers a variety of benefits to local governments including increased participation and engagement by providing participative dialogue on issues where feedback is desired; access to networks that are created over time; crowd-sourcing solutions and innovation; improved transparency by building trust through engagement with citizens; and customer interaction cost-savings.

Drawbacks of Social Media

Social media does have its drawbacks. For instance, social media channels provide the opportunity for malicious or destructive comments being posted by users, which leads to the more broad consideration of choosing between censorship and freedom of speech in those instances. Additionally, low participation in participative dialogues, participation by biased users and quality of content all present challenges to fostering open and constructive discussion through social media channels.

Recently, more attention is being placed on the privacy of social media and the security implications of improperly publishing sensitive information (Zuckerberg ☹).

Perhaps most importantly, consideration should be given to the resources required to maintain a successful social media profile. With relatively limited resources to develop and maintain a successful online presence, consideration should be given to the scalability of, and the flexibility required to maintain, a social media presence.

It is Staff's belief that the proposed social media policy takes into consideration those drawbacks outlined above.

Current NCRD Social Media

At present, the NCRD uses the following online tools as a means of communicating with the public:

- North Coast Regional District website (www.ncrdbc.com);
- Haida Gwaii Regional Recreation website (www.hgrec.com); and
- PlaceSpeak (www.placespeak.com).

Draft Social Media Policy

A draft social media policy has been included as Attachment A to this report for consideration by the Board. Below summarizes the intent of the policy.

1. Establish corporate standards for communication online;
2. **Assist with the management of the NCRD's online reputation;**
3. Ensure consistency and professionalism in how the NCRD conducts business online;
4. Establish various protocols for creating and maintaining social media channels; and
5. Ensuring appropriate records management and protection of privacy.

The policy applies to all NCRD employees, volunteers, contractors and consultants engaged in social media in an official capacity for the NCRD. This policy does not apply to social media channels individually operated by Directors.

The policy states that the NCRD shall use social media channels for the following four (4) purposes:

1. To create awareness of NCRD services and programs;
2. To provide additional means of public consultation;
3. **To drive traffic to the NCRD's websites;** and
4. To disseminate time-sensitive information.

Consideration has been given to managing records produced by social media channels. This includes provision that posts to social media channels are not to be considered official records of the NCRD and should only be used as a secondary source of information distribution, meaning information will be sourced from a primary record before being posted. This will ensure compliance with the ***Freedom of Information and Protection of Privacy Act***.

The policy designates the authority to the Corporate Officer, or his or her designate, to create and maintain social media channels. This is to limit control with respect to the creation of social media channels and to ensure that new channels are developed consistently and maintained **centrally. The policy does allow for the Corporate Officer to designate additional staff as "Site Moderators" to allow more flexibility in providing updates and responses** to queries received through social media channels. Site Moderator responsibility is outlined on Page 3 of the policy.

A Terms of Use has been included in the policy which outlines the application to managing the **content posted by others to the NCRD's** social media channels. This provides the NCRD with the oversight to remove any submissions that are not relevant to the posting, defamatory or derogatory; discriminatory; promote commercial services not affiliated with the NCRD or illegal activity, spam or that are confidential.

The policy acknowledges that employees may wish to use social media for personal reasons. Provision has been included to ensure that employees participating in social media shall not

purport to represent the NCRD as a spokesperson or conduct NCRD business on a personal social media channel.

Lastly, responsibility for the maintenance of the policy has been designated to the Chief Administrative Officer, whereas responsibility for the general oversight of the policy has been designated to the Corporate Officer.

RECOMMENDATION:

Staff is recommending that the Board of the North Coast Regional District adopt the ***Social Media Policy*** as presented.



NORTH COAST REGIONAL DISTRICT

BOARD POLICY

Title:	Social Media Policy
---------------	---------------------

1.0 PURPOSE

This policy is intended to:

- 1.1** Establish corporate standards and principles for communicating online intended to support the use of social media by the North Coast Regional District and its employees;
- 1.2** Assist with management of the Regional District's online reputation;
- 1.3** Ensure consistency and professionalism in how the Regional District conducts business online;
- 1.4** Establish protocols for:
 - 1.4.1** Creating social media channels for Regional District business;
 - 1.4.2** Adopting new channels for Regional District business;
 - 1.4.3** Monitoring and maintain those channels;
 - 1.4.4** Addressing controversial or sensitive topics or comments; and
 - 1.4.5** Scope of use.
- 1.5** Ensure appropriate records management and retention efforts related to online forums; and
- 1.6** Ensure appropriate protection of privacy of the public who engage or interact with the Regional District via social medial channels.

2.0 TERMS/DEFINITIONS

- 2.1** ***“Employee”*** refers to an employee, whether full-time, part-time, seasonal, auxiliary, temporary, seasonal, etc., of the Regional District.
- 2.2** ***“Message or Post”*** includes, but is not limited to, online communications such as blog posts, wall posts, tweets, document posting, video posting, comments, replies, direct messages, events, invitations and other similar communications.
- 2.3** ***“Social Media”*** means websites and application that enable users to create and share content or to participate in social networking.
- 2.4** ***“Regional District”*** refers to the North Coast Regional District.

3.0 POLICY APPLICATION

- 3.1** This policy applies to all Regional District employees, volunteers, contractors, and consultants engaged in social media in an official capacity on behalf of the Regional District or as it relates to Regional District business.
- 3.2** Social media channels individually representing the Chair and Board of Directors are considered to be their personal accounts and are exempt from this policy.
- 3.3** This policy is in addition to and complements all existing or future Regional District policies regarding the use of technology, computers, email and the interest of the Regional District.

4.0 PURPOSE FOR USING SOCIAL MEDIA

- 4.1** The Regional District shall use official Regional District social media channels for the following purposes:
 - 4.1.1** To create awareness of Regional District services, programs, events, initiatives and employment opportunities;
 - 4.1.2** To provide additional means of engaging with the community and **encouraging participation in the Regional District's public consultation** activities;
 - 4.1.3** **To drive traffic to the Regional District's websites** for official further information on any topic; and
 - 4.1.4** To disseminate time-sensitive information quickly.

5.0 GENERAL GUIDELINES

- 5.1** **All information posted to the Regional District's social media channels is** considered public information.
- 5.2** All communication on behalf of the Regional District shall adhere to the highest professional standards.
- 5.3** Social media sites are not a primary distribution method for Regional District information.
- 5.4** All information the Regional District posts to social media must also be available elsewhere, such as the Regional District websites.
- 5.5** Social media posts are not considered official records of the Regional District.
- 5.6** **The Corporate Officer, or his or her designate, will monitor the Regional District's** social media sites and will remove objectionable material in accordance with the Terms of Use outlined in this policy.

- 5.7** The Regional District will not actively monitor, moderate or engage in third party pages or online forums, however, the Regional District may correct erroneous information posted to the **Regional District's social media channels**.
- 5.8** The *Freedom of Information and Protection of Privacy Act* applies to social media content and, as such, content must be able to be managed, stored and retrieved to comply with legislation.
- 5.9** All Regional District social media channels shall adhere to applicable provincial, federal and local laws, regulations and policies.

6.0 CREATION OF SOCIAL MEDIA CHANNELS

- 6.1** The Corporate Officer, or his or her designate, is responsible for the creation of any new or additional Regional District social media accounts, tools or channels, **and shall maintain a list of the Regional District's social media accounts and** designated employees authorized to post to Regional District social media.
- 6.2** New requests for social media channel creation shall be submitted to the Corporate Officer, or his or her designate, and will be considered on the basis of alignment with corporate and strategic priorities, and must be supported by a sound business case.
- 6.3** Failure to inform the Corporate Officer, or his or her designate, of the creation of a social media tool or channel representing the Regional District may result in the channel being unpublished immediately.
- 6.4** The Corporate Officer, or his or her designate, may designate specific employees as **"Site Moderators"** to utilize social media in an official capacity to ensure that communications through social media channels are accurate, consistent and flexible.
- 6.5** Site moderators shall be responsible for:
 - 6.5.1** Ensuring social media use is consistent with Regional District policy.
 - 6.5.2** Correcting misinformation and ensuring content is up to date.
 - 6.5.3** Ensuring responses to online user inquiries are made within forty-eight (48) hours of being posed.
 - 6.5.4** Denying access to users who post content prohibited by the Terms of Use outlined in this policy.
 - 6.5.5** Removing posts deemed inappropriate.
 - 6.5.6** Responding to any concerns or questions, or forwarding queries to the appropriate employee for response.
 - 6.5.7** Ensuring all content is in adherence with the federal, provincial and local law, regulation and policy.

7.0 TERMS OF USE

7.1 The following shall apply to managing the content posted by others to the **Regional District's social media channels**:

7.1.1 The Regional District acknowledges that outside users may post **comments or content to the Regional District's social** media channels.

7.1.2 **All comments on the Regional District's social media channels shall be** moderated and are subject to the Terms of Use described in this policy.

7.1.3 The Regional District reserves the right to delete or remove any submissions on Regional District social media channels that fall into the following categories:

7.1.3.1 Comment not relevant to the particular posting;

7.1.3.2 Defamatory or derogatory remarks, obscenities, profane language or sexual content;

7.1.3.3 Content that endorses, promotes, or perpetuates discrimination on the basis of race, colour, ancestry, place of origin, religion, marital status, family status, sex, physical or mental disability, sexual orientation, age, political belief, gender identity or expression, or source of income;

7.1.3.4 Promotion of commercial services or products other than sponsors, affiliations, or corporate partnerships;

7.1.3.5 Promotion or denouncement of political candidates or political parties;

7.1.3.6 Promotion of illegal activity;

7.1.3.7 Spam or irrelevant links;

7.1.3.8 Information that may compromise the safety or security of the public or public systems; and

7.1.3.9 Content that violates a legal ownership interest of any other party.

7.1.4 Where possible, these Terms of Use shall be clearly set out on the regional **District's social media channels as well as post to the Regional District's** corporate website.

8.0 PERSONAL USE OF SOCIAL MEDIA BY EMPLOYEES

8.1 The Regional District recognizes that employees may wish to use social media in their personal life. This policy does not intend to discourage or unduly limit personal expression or online activities.

8.2 Employees participating in social media for personal use shall not:

8.2.1 Purport to represent the Regional District as a Regional District spokesperson directly or indirectly; or

8.2.2 Conduct Regional District business through their personal social media account, rather than using an official business channel.

8.3 All employees are expected to use sound judgment to ensure that their use of personal social media that does not compromise the professional, respectful and non-partisan performance of their official duties.

9.0 RESPONSIBILITY

9.1 The Chief Administrative Officer, or his or her designate, is responsible for maintaining this policy.

9.2 The Corporate Officer, or his or her designate, is responsible for the general oversight of this policy.

10.0 ENFORCEMENT

10.1 Employees who violate this policy may be subject to disciplinary action, up to and including termination of employment.

10.2 The Regional District reserves the right to restrict or remove any content from Regional District social media channels that are deemed to be in violation of this policy or any applicable law.

Approval Date:		Resolution No.	
Amendment Date:		Resolution No.	
Amendment Date:		Resolution No.	



Staff Report

Date: June 15th, 2018

To: D. Chapman, Chief Administrative Officer

From: S. Gill, Treasurer

Subject: Water Connection of Private Parcel

Recommendations:

THAT the staff report entitled “Water Connection of Private Parcel”, dated June 15th, 2018, be received;

AND THAT the Board of the North Coast Regional District authorize staff to present an amended version of Bylaw No. 469-2005 titled, “establish a water service in portion of Electoral Area “E”- Sandspit” through a legal petition for service.

BACKGROUND:

In early April staff received a request from a private parcel owner in Electoral Area E, requesting water service connection to their property. The property in question is the SuperValu in Sandspit, which is currently receiving water service from the Airport Authority.

SuperValu was initially on their own well system and then was subsequently connected to the Airport water system. When the Sandspit water service area bylaw was established, SuperValu elected to stay on the Airport water system and was not included under the Sandspit water service area.

DISCUSSION:

NCRD received this request for water hook up because the Airport Authority is applying pressure to the property owner to disconnect from their water, since the Airport water is not approved by Northern Health as potable water.

Under the current Sandspit water service establishing bylaw, the property owner of SuperValu **can't be hooked up to the NCRD water system since this parcel of property is not included in the current water service area.** The service area must be expanded, and the bylaw must be amended in order to include this parcel of property.

It was determined that the expansion of the water service boundaries will only include the SuperValu property and will not include any other parcels of property. Therefore, the quickest and most cost-effective method of expanding the boundary will be by legal petition for service.

FINANCIAL IMPACT:

According to the rate bylaw, **the fee for connections over 1" is \$2,000 plus additional costs** incurred for fittings and installation. All costs are borne by the property owner and therefore there will be no major impact to the Sandspit water 2018 budget.

RECOMMENDATION:

That the Board authorize staff to present an amended version of Bylaw No. 469-2005 titled, **"establish a water service in portion of Electoral Area "E"- Sandspit"** with the attached legal petition



Staff Report

Date: June 15, 2018
To: NCRD Board of Directors
From: D. Chapman, Chief Administrative Officer
Subject: The proposed *Cannabis Control and Licensing Act*

Recommendation:

THAT the Staff Report titled “Cannabis Control and Licensing Act”, dated May 25, 2018 be received;

AND THAT the Electoral Area Advisory Committee consider the information in this Staff Report and give feedback to Staff as to whether or not to allow retail cannabis sales in the electoral areas of the North Coast Regional District (NCRD).

Purpose of the Report:

This report addresses some of the provisions of *Bill 30 – 2018 Cannabis Control and Licensing Act* as it relates to the licensing of Cannabis Sales outlets within the Province and in local government jurisdictions.

Background:

The Federal Government is working to implement the legalization and selling and use of non-medicinal cannabis in Canada. To prepare for the eventual legalization of non-medicinal cannabis, the Province has proposed *Bill 30 – 2018 Cannabis Control and Licensing Act*.

Discussion:

In the proposed legislation, the Province is giving significant control to local government as to whether or not there will be retail cannabis stores in the community. As an example, these are some of the provisions of the legislation:

1. Local government support is a mandatory prerequisite to the issuance of a Provincial retail license;
2. Regulating the location of cannabis retail stores or the number of stores in each community will not be regulated by the Province;
3. Local governments may regulate the number of retail stores within their boundaries or may prohibit them all together;
4. Locations of the retail stores, including their distance from schools and other stores may be regulated by local governments;
5. Local governments may impose security requirements and additional restrictions on hours of operations. Without any limitations retail stores can operate between 9 am and 11 pm.

Local governments need to determine if they will allow cannabis outlets in their communities. It is a matter of a “no” or “yes”.

If the answer is “no” then nothing further needs to be done and there will not be any cannabis outlets in your particular area. **However, if the answer is “yes” then there will be some** issues that we will need to consider such as:

1. Capping the number of retail outlets;
2. Regulating permissible locations (by zones and/or proximity to certain uses);
3. Refusing to support license applications submitted by existing unlawful retail stores;
4. Imposing security requirements and restrictions on hours of operation;
5. Requiring proof of Provincial license issuance and successful completion of the Provincial employee training program as prerequisites to business license issuance;
6. Adopting procedures for public consultation on license applications;
7. Creating a new category of business license fees if there is a business license bylaw; and
8. Regulating public consumption.

At this point, the Committee should not concern itself with the amount of work that a “yes” answer would create, instead, the Committee should consider the wishes of their communities.

Options:

1. Ban retail sales of cannabis in one or more Electoral Areas;
2. Direct Staff to bring forward a summary of the various bylaws and policies that would need to be amended or developed for each Electoral Area to allow for sales of cannabis and the level of public consultation what would be required;
3. Delay any work concerning the sales of cannabis until the Federal and Provincial legislation has been passed.

Financial Considerations:

A decision to allow the sale of cannabis will require some policies to be amended or adopted and perhaps some zoning bylaws to be amended. Staff believes that it would not be necessary to create a business license bylaw and collect business license fees from the licensed sellers of cannabis.

Conclusion:

The Province is providing local governments with significant control over whether or not there will be retail cannabis outlets located in their area, and if so, the local government will have control over the number of retail outlets, their locations and hours of operation.

Staff is seeking some discussion, and eventually some direction, on what the Electoral Area Directors would like to see for their communities.



Staff Report

Date: June 15, 2018

To: D. Chapman, Chief Administrative Officer

From: M. Williams, Planning Consultant

Subject: Referral – BC Hydro

Recommendations:

Action: that the Board provide feedback to MOTI regarding this referral.

BACKGROUND

The North Coast Regional District received a Land Referral from the Ministry of Transportation and Infrastructure for a license of occupation for a safe and secure helicopter landing and staging area for the purpose of conducting routine maintenance, inspections, and equipment repairs on BC Hydro's existing transmission line. The property is within Port Edward.

The Ministry of Transportation and Infrastructure has asked for comments regarding this referral. Standard responses:

1. Interests unaffected;
2. No objection to approval of project;
3. No objection to approval of project subject to conditions as discussed by the Board; or
4. Recommend refusal of project due to reasons outlined by the Board.

ALTERNATIVES

The Board may identify alternatives for staff to pursue, such as:

1. No response be provided; or
2. Another option as identified through Board discussion.



Crown Land Tenure Application

Tracking Number: 100243734

Applicant Information

If approved, will the authorization be issued to an Individual or Company/Organization? Company/Organization
What is your relationship to the company/organization? Employee

APPLICANT COMPANY / ORGANIZATION CONTACT INFORMATION

Please enter the contact information of the Individual/Organization who is acting on behalf of the applicant.

Name: British Columbia Hydro and Power Authority
Doing Business As:
Phone: 250-489-6877
Fax:
Email:
BC Incorporation Number:
Extra Provincial Inc. No:
Society Number:
GST Registration Number:
Contact Name: Chadwick Choy
Mailing Address: 629 Industrial Road
#2
Cranbrook BC V1C4C9

CORRESPONDENCE E-MAIL ADDRESS

If you would like to receive correspondence at a different email address than shown above, please provide the correspondence email address here. If left blank, all correspondence will be sent to the above given email address.

Email: chadwick.choy@bchydro.com
Contact Name: Chadwick Choy

ELIGIBILITY

Question	Answer	Warning
----------	--------	---------

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

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

1. be 19 years of age or older and
2. must be Canadian citizens or permanent residents of Canada. (Except if you are applying for a Private Moorage)

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

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

TECHNICAL INFORMATION

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

EXISTING TENURE DETAILS

Do you hold another Crown Land Tenure?

Yes

Please specify your file number:

4405850

If you have several file numbers, please make a note of at least one of them above. Example numbers: 1234567, 153245, others

ALL SEASONS RESORTS

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

Are you applying within an alpine ski resort? No

WHAT IS YOUR INTENDED USE OF CROWN LAND?

Use the "Add Purpose" button to select a proposed land use from the drop down menu.

If you wish to use Crown land for a short term, low impact activity you may not need to apply for tenure, you may be authorized under the Permissions policy or Private Moorage policy.

To determine if your use is permissible under the Land Act please refer to either the Land Use Policy - Permissions or Land Use Policy - Private Moorage located here.

Purpose	Tenure	Period
Industrial General Safe and secure helicopter landing and staging area for the purpose of conducting routine maintenance, inspections, and equipment repairs on BC Hydro's existing transmission lines	Licence of Occupation	More than thirty years

ACCESS TO CROWN LAND

Please describe how you plan to access your proposed crown land from the closest public road:

Direct access from Yellowhead Highway or by helicopter

INDUSTRIAL GENERAL

Specific Purpose: Safe and secure helicopter landing and staging area for the purpose of conducting routine maintenance, inspections, and equipment repairs on BC Hydro's existing transmission lines

Period: More than thirty years

Tenure: Licence of Occupation

TOTAL APPLICATION AREA

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

Please specify the area: .76 hectares

ADDITIONAL QUESTIONS

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

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

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

Are you planning to use an open fire to burn timber or other materials? No

Do you want to transport heavy equipment or materials on an existing forest road? No

Are you planning to work in or around water? No

Does your operation fall within a park area? No

LOCATION INFORMATION

LAND DETAILS

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

☒ I will upload a PDF, JPG or other digital file(s)

MAP FILES

Your PDF, JPG or other digital file must show your application area in relation to nearby communities, highways, railways or other land marks.

Description	Filename	Purpose
General location map and Licence of Occupation Area	903-S23-00003.pdf	Industrial General

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

SPATIAL FILES

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

NOTE: If uploading a .shp, please ensure that it is a polygon that has been projected in BC Albers in NAD83 format.

Description	Filename	Purpose
DBF File	903-S23-00003.dbf	Industrial General
PRJ File	903-S23-00003.prj	Industrial General
SHP file	903-S23-00003.shp	Industrial General
SHX file	903-S23-00003.shx	Industrial General

ATTACHED DOCUMENTS

Document Type	Description	Filename
General Location Map	General Location Map	General Location map.pdf
Management Plan	Management Plan	Green River Fly Yard Manage...
Site Plan	Site Plan	903-S23-00003.pdf

PRIVACY DECLARATION

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

REFERRAL INFORMATION

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

Please enter contact information below for the person who would best answer questions about your application that may arise from anyone who received a referral or notification.

Company / Organization:

Contact Name:

Contact Address:

Contact Phone:

Contact Email:

British Columbia Hydro & Power Authority

Chadwick Choy

12th Floor-333 Dunsmuir Street

Vancouver BC V6B 5R3

604-623-3690

chadwick.choy@bchydro.com

☒ I hereby consent to the disclosure of the information contained in this application to other agencies, government ministries or other affected parties for referral or First Nation consultation purposes.

IMPORTANT NOTICES

- Once you click 'Next' the application will be locked down and you will NOT be able to edit it any more.

DECLARATION

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

OTHER INFORMATION

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

We are applying for a long term Licence of Occupation for a helicopter landing and staging area

APPLICATION AND ASSOCIATED FEES

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

OFFICE

Office to submit application to:

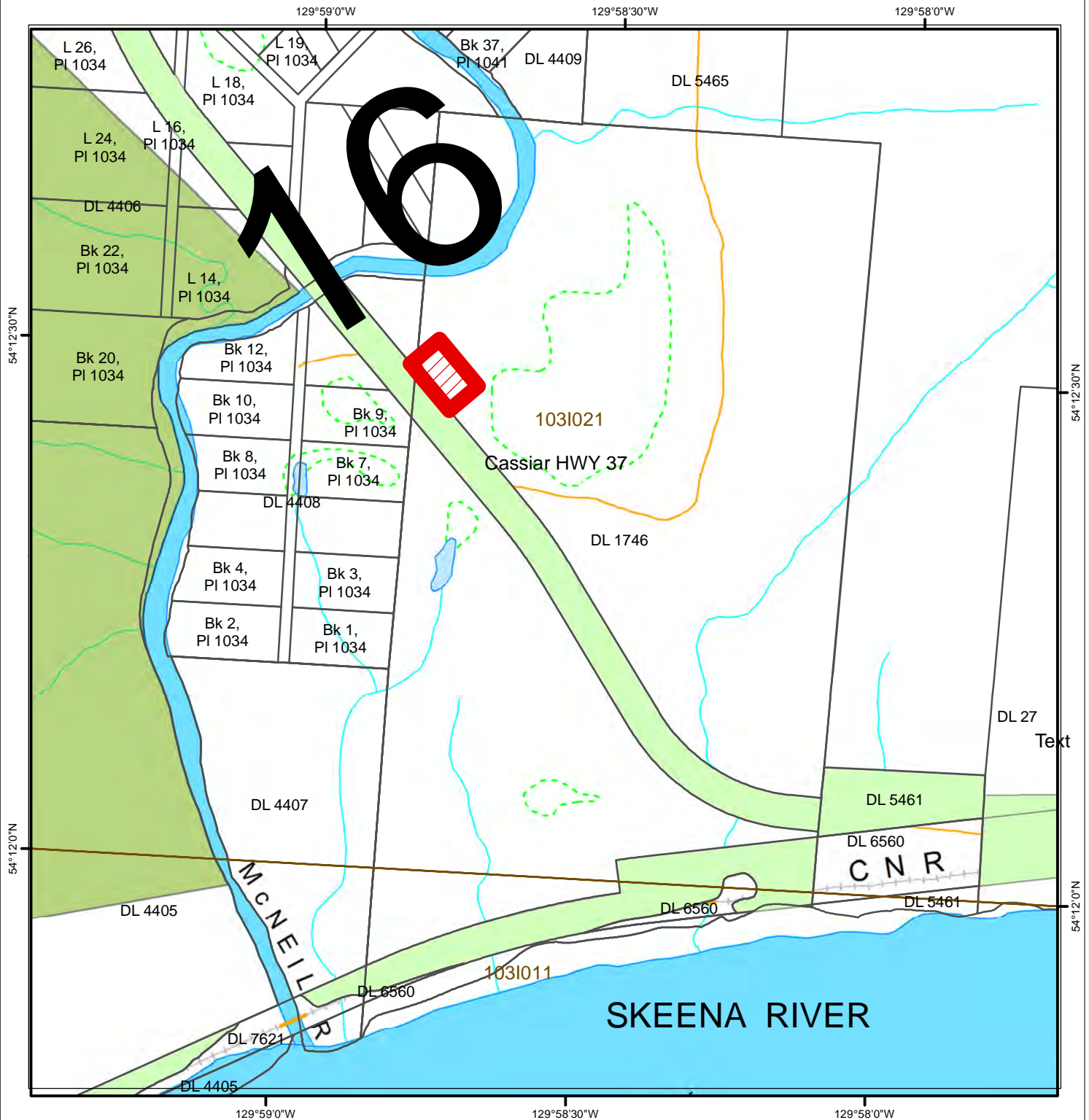
Smithers

PROJECT INFORMATION




Is this application for an activity or project which requires more than one natural resource authorization from the Province of BC?

No

OFFICE USE ONLY		
Office Smithers	File Number	Project Number
	Disposition ID	Client Number



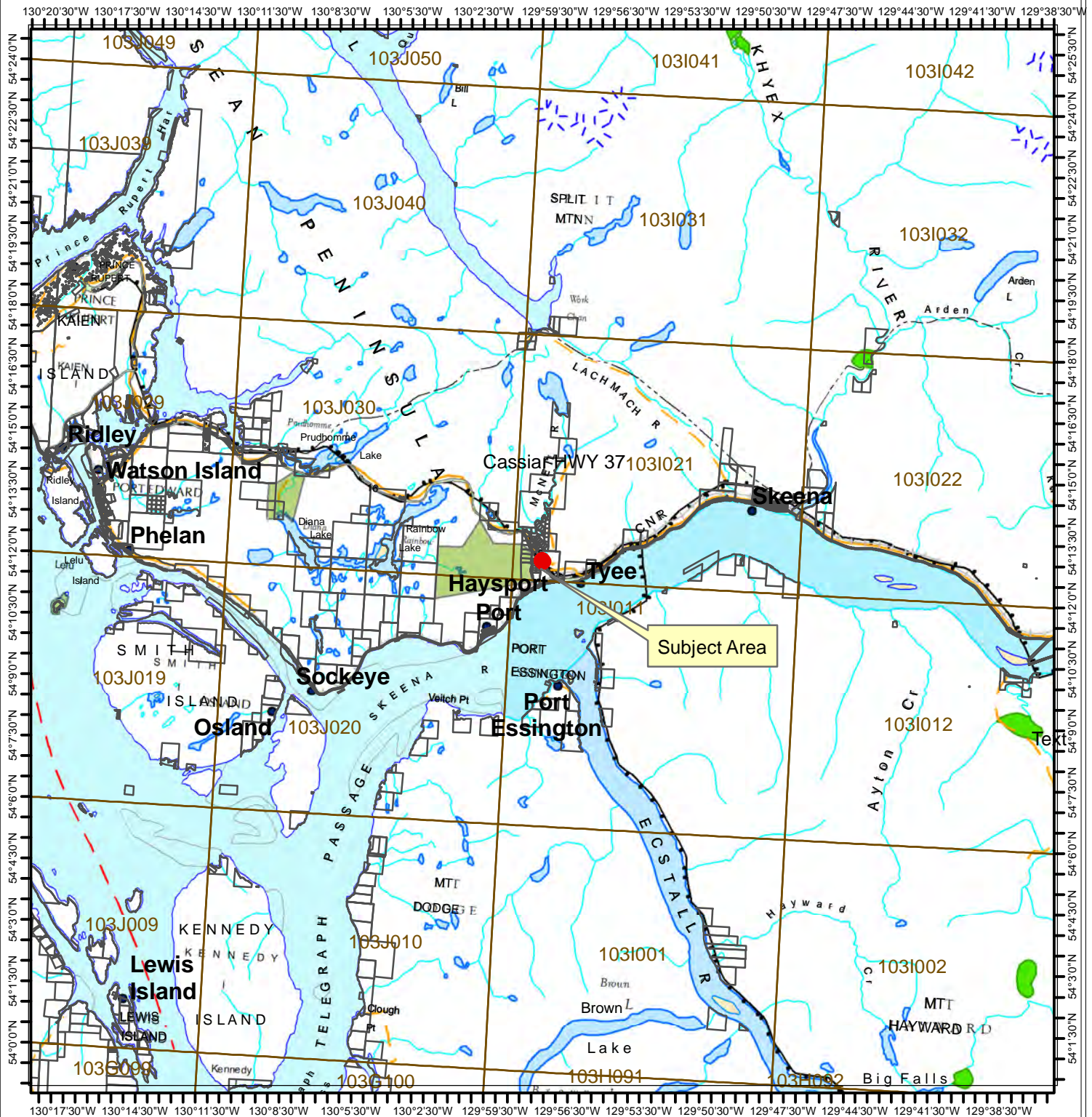
Scale: 1:10,000
Type: LICENCE
Sub Type: LICENCE OF OCCUPATION
Purpose: INDUSTRIAL
Subpurpose: MISCELLANEOUS

 Application Area
 Indian Reserves
 Parks and Protected Area




Referral Map



Date: 10 May 2018
Area: 34.5 ha +/-



Scale: 1:250,000
Type: LICENCE
Sub Type: LICENCE OF OCCUPATION
Purpose: INDUSTRIAL
Subpurpose: MISCELLANEOUS

-  Application Area
-  Indian Reserves
-  Parks and Protected Area

Referral Map



Date: 10 May 2018
Area: 34.5 ha +/-



Staff Report

Date: May 25, 2018

To: D. Chapman, Chief Administrative Officer

From: M. Williams, Planning Consultant

Subject: Referral – Subdivision (PID 008-058-491)

Recommendations:

Action: that the Board provide feedback to MOTI regarding this referral.

BACKGROUND

The North Coast Regional District has received a Development Approval Referral from the Ministry of Transportation and Infrastructure for a proposed subdivision on District Lot 501, Queen Charlotte District, PID 008-058-491. This property is situated approximately 12 km north of Skidegate and immediately adjacent to the Miller Creek subdivision. This application was previously referred in 2014.

DISCUSSION

OCP and Zoning

A portion of the property in question, shown in the schedule 1 of bylaw 474, was previously rezoned, to Rural (R-1). The OCP identifies DL 501 as “Proposed Residential Use.

The Rural zoning permitted uses include: agriculture, residential, home occupation, accessory building and uses. The minimum size is 1.5 hectares and setbacks are front and rear – 7m; side 5 m; maximum height is 9 m and one residence is allowed.

Advisory Planning Commission

Original comments from 2014 attached.

Potential Comments

- Road Dedication for lands beyond;
- Concern about presence of a fish bearing creek on property; and
- Concern of continued beach access.

SUMMARY & RECOMMENDATION

The Ministry of Transportation and Infrastructure has asked for comments regarding this subdivision. In the last referral, the Board opted not to provide specific comment than to send concerns mentioned from APC. Staff are also recommending that the appropriate zoning be sent to MOTI as the measurements given on the plan are approximate.

ALTERNATIVES

The Board may identify alternatives for staff to pursue, such as:

1. Request additional information from MOTI and the applicant;
2. Request an extension and refer to APC; or
3. Another option as identified through Board discussion.

APC COMMENT ON ORIGINAL APPLICATION

Leandre Vigneault:

A previous subdivision application for this parcel met with a lot of opposition from the residents of Miller Creek. I know at the time the issues were all about the portion of the property that is in the ocean side of the road. It contains an old apple/tree orchard which is part of the original Miller Creek homestead and is used by many as access to the beach and as a sort of park area. The original proposal would have divided this portion into 3 lots I think and people were very concerned about access to the site and to the beach then. I see in the OCP special rules for **Miller Creek that lot 501 is identified for future development but I also see that P 13. States “ In order to permit area residents access to the waterfront, pedestrian access to the beach should be retained along the length of Highway 16 in the LMCLPA”** and I know that this was a big issue in the last application and wonder if this has been taken into consideration this time?

As I said above, the OCP identifies lot 501 as being one of the sites for future development and to that end I have a bit of concern about the shape and layout of the lot on the west side of the highway. I am concerned that it will be hard to fit other around it in future as it is not parallel to the east-west lot lines of 501.

I also wonder about access to this lot and future lots. Is this lot to be accessed from the highway? Is the current access on the north edge of 501 with the drive way crossing 501 to get the proposed parcel? How would future development be accessed from the highway or by an extension of the Miller Creek subdivision road?

ALC is OK with the proposed application and this lot has been identified in the OCP as an area for future development so I support the idea of a subdivision on this lot but do think that the issues around public access on the ocean side of the road should be resolved and that the configuration of the lot on the west side of the highway is not ideal for future development. I would like to see a little more planning for both these issues plus some insight into the access plan for future development on the west side of the road before recommending approval.

There is an old road (Miller Creek Road) that runs east west to access the lots behind 501. Although it is not shown on the map with this application, I think that the road runs up the north edge of lot 501. This road was built in the early 1900s when the area was first settled and it may or may not be gazetted but is currently being used to access lots west of 501. I think it would be good to ascertain the current status of this road as it may affect future development in the area.

One last thought regarding the potential for a lot to the south of the proposed lot on the west side of the highway is the presence of a fish creek shown on the submitted plan as Apple Orchard Creek and also known as Leander Creek. I am not sure that it is correctly mapped in the plan (I think it is actually a little further south) but I am assuming that any new development

will need to leave appropriate riparian buffers and still have room for someone to develop their lot and build a structure.

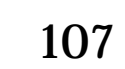
Chris Ashurst:

Looking at the map I agree that the subdivision proposal for the west property doesn't appear to reflect any kind of vision for the larger property as a whole. Potentially I suppose it's possible to subdivide again with a lot to the north and one to the south, each with somewhat odd property lines. I don't see any ROW allowances on there, future subdivision will have access issues for the western portions. That also applies to the access to the other land outside of the DL, which uses the historic road but which runs through private land. Is the dotted line immediately adjacent to the proposed western lot the old road? If the plan (supported by the OCP) is to eventually make the land available for development, I would like to see the access plan at this early stage. Presumably running a new subdivision road in from the highway or using M.C.Rd.

For the beachside lot, you mention local concern about access if 3 lots were put in there. The access issue is still unresolved if it's just one lot. Is there an official public beach access route, even if it's not the one commonly used? One of the biggest subdivision screw-ups here is the Limberlost properties. Inexplicably (and inexcusably) there is no public beach access set aside. That wasn't even really noticed until people started developing the land. When Lot 5 (at the end of the road) is developed, we will likely lose even our unofficial access and it will create a long (but pleasant enough) walk all the way around Lot 5. So if this proposal means that people can't get to the beach, then there needs to be a plan for access.

Also, do the property owners actually own the accreted land? On north beach owners have the opportunity to apply for the accreted land, but it's not automatic. If that's a publicly used area, I would be tempted to find out if the accreted land remains in public hands and if so then formally adding an access to it.

WELL AND SEPTIC FIELD LOCATIONS APPROXIMATE
BASED ON DESCRIPTION FROM OWNER



Corporate Officer NCRD

From: David Hardwicke <d.hardwicke@dediluke.ca>
Sent: Wednesday, June 6, 2018 4:01 PM
To: Olson, Amber E TRAN:EX; 'corporateofficer@ncrdbc.com'; 'planning@ncrdbc.com'
Cc: Dave Younger
Subject: RE: Response: Subdivision Referral 2014-00035 - Younger Bros Haida Gwaii

Hello, all,

Please note that the present proposal does NOT include any dealings with accreted lands, with the possible exception of road dedicated to water. In that case, we do not need to utilize the previous accretion application, but the road dedication would stop at the previous legal boundary.

We will only be severing one parcel (containing the existing home) and dedicating road as the PAO directs.

Sincerely yours,
David Hardwicke, BCLS
Dediluke Land Surveying Inc.
4801 Keith Avenue,
Terrace, BC V8G 1K6
Ph. 250 638 1449
Fx. 250 638 1442
Email: d.hardwicke@dediluke.ca

From: Olson, Amber E TRAN:EX [mailto:Amber.Olson@gov.bc.ca]
Sent: Wednesday, June 06, 2018 3:46 PM
To: 'corporateofficer@ncrdbc.com'; 'planning@ncrdbc.com'
Cc: David Hardwicke
Subject: Response: Subdivision Referral 2014-00035 - Younger Bros Haida Gwaii

Good Afternoon,

Please see the below email from Michelle Boudreau, the Provincial Approving Officer, addressing your request for more information. I understand you are meeting next Friday, can we please get your final subdivision referral response after your meeting. Dave Hardwick, the Agent for the client, is available to answer questions as well. His information is included in the below email as well.

Regards,

Amber Olson
District Development Technician
Ministry of Transportation and Infrastructure
Skeena District / (250) 615-3976

From: Boudreau, Michelle TRAN:EX
Sent: Wednesday, June 6, 2018 10:52 AM
To: Olson, Amber E TRAN:EX
Subject: RE: Subdivision Referral 2014-00035 - Younger Bros Haida Gwaii

Amber, the following is a response to the NCRD inquiries regarding the above noted proposed subdivision application:

- Consideration of access to water and lands beyond is a requirement pursuant to Section 75 of the Land Title Act, it is likely that further dedication will be a condition for final approval
- Accredited land becomes part of the subject property, consideration of final approval is a no build restrictive covenant on the sea side of Highway 16 until a natural hazard study meeting Engineers and Geoscientists of BC has been submitted and accepted by the Provincial Approving Officer confirming the area is safe for the intended use
- Please provide if there are supportive reasons why the application as submitted does not support future development

Should the NCRD require further information please contact Dave Hardwicke, who is acting as agent for the land owners. Dave's can be contacted at d.hardwicke@dediluke.ca, or by phone 250-638-1449.

Regards,
Michelle

Michelle Boudreau
Provincial Approving Officer
Fort George – Bulkley Stikine – Skeena Districts
Ministry of Transportation and Infrastructure
360 – 1011 Fourth Avenue
Prince George BC V2L 3H9
Ph (250)565-4486 Fax (250)565-6820

From: Corporate Officer NCRD [mailto:corporateofficer@ncrdbc.com]
Sent: Tuesday, June 5, 2018 11:40 AM
To: Olson, Amber E TRAN:EX
Subject: Subdivision Referral

Hi Amber,

As we'd discussed, please see the attached.

Questions are outlined in the response received from the APC attached to the report. See ROW and beach access.

Any questions, please let me know.

Best regards,



Daniel Fish
Corporate Officer | North Coast Regional District
P: 250.624.2002 (ext.2)

A: 14, 342 3rd Avenue West, Prince Rupert BC, V8J 1L5
T: 888.301.2002 | **F:** 250.627.8493

NEWS RELEASE

For Immediate Release

May 30, 2018

Northern Health Connections expands eligibility to improve access to health-related travel

Northern Health's Connections program is expanding passenger eligibility to include more people who might require assistance with travel related to health care needs and issues.

The Connections service is now open to clients who meet any of three new eligibility criteria:

- **Accessibility needs** - People with mobility challenges. All NHC buses are wheelchair/mobility accessible and include lifts and accessible washrooms.
- **60+** - Anyone 60 years older will be eligible to ride the NHC bus. A report from the Office of the Seniors Advocate recently pointed out that access to transportation is an increasing barrier to the long term health of seniors.
- **Companion** (definition expanded) – to include passengers who have to travel to support immediate family members who are receiving health care treatment or services outside of their home community.

"This expansion provides access to services for some of the most vulnerable people in the communities of Northern BC, the elderly and those with mobility issues," said Minister of Health Adrian Dix. "Including an expanded definition of companions helps support families when their loved ones are receiving care in other communities."

NH Connections continues to serve people who need to travel to out-of-town health care appointments (regardless of their age or income), NH staff & physicians and healthcare /medical students. While the expanded eligibility will assist more northerners, passengers who have scheduled medical appointments will take priority. Fares for travel are not changing, and passengers will no longer be required to book round-trip.

More information about the NH Connections program is available through the NH Connections booking centre at 1-888-647-4997, via e-mail at NHConnections@northernhealth.ca or visit us online at nhconnections.ca.

Media Contact: NH media line – 250-961-7724

Corporate Officer NCRD

From: Lee Brain <Lee.Brain@princerupert.ca>
Sent: Wednesday, June 6, 2018 10:32 AM
To: corporateofficer@ncrdbc.com; cao@ncrdbc.com
Subject: EV network resolution

Hey,

We need to appoint a second person to the EV advisory committee and we agreed as a group yesterday that we'd do one director of an RD and one staff.

So id like to put a resolution on the next agenda to appoint Dan (if willing) to the committee with me.

It's 3 meetings a year via teleconference for 20 months (Dec 31, 2019).

It's actually a very exciting project.

I won't be at next RD meeting but don't anticipate any issues with the board on the resolution.

Lee

This message and any attachments may contain confidential and privileged information. If you are not the intended recipient, please notify the sender immediately by telephone and destroy any copies. Any dissemination or use of this information by a person other than the intended recipient is unauthorized and may be illegal. Thank you.