



**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT
REGULAR BOARD MEETING AGENDA**
Held at 344 2nd Avenue West in Prince Rupert, B.C.
Friday, June 17, 2016 at 7:00 PM

- 1. CALL TO ORDER**
- 2. CONSIDERATION OF AGENDA (additions/deletions)**
- 3. BOARD MINUTES & BUSINESS ARISING FROM MINUTES**

3.1	Minutes of the Regular Meeting of the Skeena-Queen Charlotte Regional District Board held May 27, 2016	Pg 1-10
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4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

4.1	Minutes of the Regular Meeting of the Electoral Area Advisory Committee held March 18, 2016	Pg 11-12
4.2	Minutes of the Regular Meeting of the Moresby Island Management Standing Committee held May 3, 2016	Pg 13-15
4.3	Minutes of the Annual General Meeting of the Haida Gwaii Regional Recreation Commission held May 26, 2016	Pg 16-20

5. DELEGATIONS

5.1	K. Veldman, Director, Public Affairs, Prince Rupert Port Authority –	Verbal
5.2	A. Baigent, MCIP, RPP, Community Planner & Advisor, Urban Systems – Electoral Areas A & C Land Use Planning Project Update	Verbal

6. FINANCE

6.1	S. Gill, Treasurer – Statement of Financial Information & Audited Financial Statements for Year End 2015	Pg 21-40
6.2	J. Musgrave, Administrative Assistant – Cheques Payable over \$5,000 for May, 2016	Pg 41

7. CORRESPONDENCE

7.1	C3 Alliance Corporation – 3 rd Annual Resource Breakfast Series September 27 to 30, 2016 – Victoria, B.C.	Pg 42-43
7.2	District of Port Edward – 50 th Anniversary Invitation	Pg 44-46
7.3	Honourable Marc Garneau, Minister of Transport – Ports Asset Transfer Program	Pg 47-48
7.4	Honourable Todd Stone, Minister of Transportation and Infrastructure – RE: 2015 UBCM Meeting	Pg 49-51
7.5	Honourable Christy Clark, Premier – 2016 UBCM Convention	Pg 52
7.6	City of Prince Rupert – Request for Letter of Support to the Canada 150 Fund	Pg 53-60
7.7	Northern Gateway Pipelines Inc. & Aboriginal Equity Partners – Northern Gateway Project Certificates OC-60 and OC-61 issued June 18, 2014 Condition 2 Compliance Filing	Pg 61-72
7.8	Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development – 2016 UBCM Meeting Requests	Pg 73

8. REPORTS / RESOLUTIONS

8.1	D. Fish, Deputy Corporate Officer – 2015 Grant Writing Activities	Pg 74-75
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9. BYLAWS

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

10.1	M. Williams, Planning Consultant – Land Referral: Haida Tourism LLP	Pg 76-91
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11. NEW BUSINESS

11.1	Directors' Reports	Verbal
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12. OLD BUSINESS

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

That the public be excluded from the meeting according to section 90(1)(a)(c) and (k) of the *Community Charter* “personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality”, “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 and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public”.

15. ADJOURNMENT



SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

MINUTES of the Regular Meeting of the Board of Directors of the Skeena-Queen Charlotte Regional District (SQCRD) held at 344 2nd Avenue West, Prince Rupert, B.C. on Friday, May 27, 2016 immediately following the Regular meeting of the Board of the Skeena-Queen Charlotte Regional Hospital District.

PRESENT

PRIOR TO ADOPTION

Chair	B. Pages, Village of Masset
Directors	N. Kinney, City of Prince Rupert D. Franzen, District of Port Edward I. Gould, Village of Port Clements G. Martin, Village of Queen Charlotte D. Nobels, Electoral Area A K. Bergman, Electoral Area C B. Beldessi, Electoral Area E M. Racz, Electoral Area D
Regrets	L. Brain, City of Prince Rupert
Staff	D. Chapman, Chief Administrative Officer D. Fish, Deputy Corporate Officer S. Gill, Treasurer
Public	0
Media	0

1. CALL TO ORDER 7:02 p.m.

2. AGENDA

MOVED by Director Franzen, SECONDED by Director Nobels, that the May 27, 2016 Skeena-Queen Charlotte Regional District Regular agenda be further amended and adopted to include the following:

- 11.5 Enbridge Inc.
- 12.2 Gwaii Trust Society – Vibrant Communities Fund

189-2016

CARRIED

3. MINUTES & BUSINESS ARISING FROM MINUTES

- 3.1 Minutes of the Regular Meeting of the Skeena-Queen Charlotte Regional District Board held April 15, 2016

MOVED by Director Franzen, SECONDED by Director Gould, that the minutes of the April 15, 2016 Skeena-Queen Charlotte Regional District Regular Board meeting be adopted as presented.

190-2016

CARRIED

3.2 Rise and Report – April 15, 2016

MOVED by Director Beldessi, SECONDED by Director Nobels, that the report from staff entitled “Law Kw’alaams Recycling Services Agreement” be received;

AND THAT the Board authorize the Corporate Officer to sign the solid waste service agreement between the Skeena-Queen Charlotte Regional District and the Lax Kw’alaams Band.

IC019-2016

CARRIED

MOVED by Director Beldessi, SECONDED by Director Gould, that the report from staff entitled “Old Masset Village Council and Skidegate Band Council Solid Waste Service Agreements” be received;

AND THAT the Board authorize the Corporate Officer to sign a two-year agreement with the Old Massett Village Council for the provision of solid waste services;

AND FURTHER THAT the Board authorize the Corporate Officer to sign a one-year agreement with the Skidegate Band Council for the provision of solid waste services.

IC020-2016

CARRIED

4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

4.1 Minutes of the Regular Committee of the Whole Meeting held November 21, 2015

MOVED by Director Franzen, SECONDED by Director Martin, that the minutes from the November 21, 2015 Committee of the Whole regular meeting be received as presented.

191-2016

CARRIED

4.2 Minutes of the Regular Meeting of the Moresby Island Management Standing Committee held April 5, 2016

MOVED by Director Franzen, SECONDED by Director Beldessi, that the minutes from the April 5, 2016 Moresby Island Management Standing Committee regular meeting be received as presented.

192-2016

CARRIED

5. DELEGATIONS

5.1 S. Kietzmann, Senior Accountant, Carlyle Shepherd & Co. – Presentation of the Draft Audited Financial Statements for the Period Ending December 31, 2015

Steve Kietzmann, Senior Accountant for Carlyle Shepherd & Co. (auditors), presented the Board, via teleconference, the Regional District’s audited financial statements for the period ended December 31, 2014.

Mr. Kietzmann stated he will be reporting an “unqualified audit” for the Regional District and explained that this is the highest level of assurance an audit can provide an organization.

The Chair thanked Mr. Kietzmann for his presentation.

MOVED by Director Gould, SECONDED by Director Nobels, that the draft audited financial statements for the period ended December 31, 2015 for the Skeena-Queen Charlotte Regional District be received;

AND THAT the draft audited financial statements for the period ended December 31, 2015 be approved as presented.

193-2016

CARRIED

6. FINANCE

- 6.1 J. Musgrave, Administrative Assistant - Cheques Payable over \$5,000 for April, 2016

MOVED by Director Kinney, SECONDED by Director Franzen, that the staff report on Cheques Payable over \$5,000 issued by the Skeena-Queen Charlotte Regional District for April, 2016 be received and filed.

194-2016

CARRIED

7. CORRESPONDENCE

- 7.1 Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development – Sharing Service Economies Consultation

MOVED by Director Nobels, SECONDED by Director Gould, that the correspondence from Minister Fassbender with regard to sharing service economies consultation be received and filed.

195-2016

CARRIED

- 7.2 Board of Education School District No. 50 Haida Gwaii – Public Transportation

MOVED by Director Racz, SECONDED by Director Martin, that the correspondence from the Board of Education School District No. 50 with regard to public transportation on Haida Gwaii be received.

196-2016

CARRIED

- 7.3 Northern Development Initiative Trust – 2016 Economic Development Capacity Building

MOVED by Director Franzen, SECONDED by Director Racz, that the correspondence from Northern Development Initiative Trust with regard to 2016 Economic Development Capacity Building funding be received for information.

197-2016

CARRIED

- 7.4 Northern Development Initiative Trust – 2016 Grant Writing Support Funding

MOVED by Director Racz, SECONDED by Director Franzen, that the correspondence from Northern Development Initiative Trust with regard to 2016 Grant Writing Support funding be received for information.

198-2016

CARRIED

7.5 BC Emergency Health Services – Community Paramedicine Initiative

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

199-2016**CARRIED**

MOVED by Director Martin, SECONDED by Director Beldessi, that the Board of the Skeena-Queen Charlotte Regional District send response correspondence to BC Emergency Health Services to express the Board's pleasure in seeing this initiative brought to Haida Gwaii;

AND FURTHER that the correspondence inquire as to how, specifically, BC Emergency Health Services intends to implement this initiative on Haida Gwaii.

200-2016**CARRIED****7.6 Municipal Finance Authority of BC – Report from the Chair and Vice-Chair on Activities for the period of October 2015 – March 2016**

MOVED by Director Franzen, SECONDED by Director Gould, that the correspondence from the Municipal Finance Authority of BC with regard to an update on its activities be received for information.

201-2016**CARRIED****7.7 Misty Isles Economic Development Society – Community Forest Consultant**

MOVED by Director Racz, SECONDED by Director Beldessi, that the correspondence from the Misty Isles Economic Development Society with regard to community forest consultation be received and filed.

202-2016**CARRIED****7.8 Northern Health Authority – Primary and Community Care**

MOVED by Director Franzen, SECONDED by Director Nobels, that the correspondence from the Northern Health Authority with regard to primary and community care be received.

203-2016**CARRIED****7.9 Honourable Navdeep Bains, Minister of Innovation, Science and Economic Development – RE: Canadian Fishing Company Salmon Fishing Licenses and Quota**

MOVED by Director Nobels, SECONDED by Director Franzen, that the correspondence from the Honourable Navdeep Bains, Minister of Innovation, Science and Economic Development, with regard to the Canadian Fishing Company Salmon Fishing Licenses and Quota be received and filed.

204-2016**CARRIED**

- 7.10 Honourable Marc Garneau, Minister of Transport – RE: Prince Rupert & Region LNG Tanker Hazard Zones

MOVED by Director Kinney, SECONDED by Director Franzen, that the correspondence from the Honourable Marc Garneau, Minister of Transport, with regard to the Prince Rupert and Regional LNG Tanker Hazard Zones be received.

205-2016

CARRIED

8. REPORTS – RESOLUTIONS

- 8.1 C. Bell, Economic Development Officer, Misty Isles Economic Development Society – Economic Development Officer's Report

MOVED by Director Beldessi, SECONDED by Director Franzen, that the report from the Misty Isles Economic Development Society entitled "Economic Development Officer's Report" be received for information.

206-2016

CARRIED

- 8.2 D. Fish, Deputy Corporate Officer – B.C. Spill Response Regime Symposium

MOVED by Director Nobels, SECONDED by Director Kinney, that the memorandum from staff entitled "B.C. Spill Response Regime Symposium" be received for information.

207-2016

CARRIED

- 8.3 D. Fish, Deputy Corporate Officer – Municipal Name Change Alternative Approval Process Results and Request to Minister

MOVED by Director Nobels, SECONDED by Director Racz, that the report from staff entitled "Municipal Name Change Alternative Approval Process Results and Request to Minister" be received;

AND THAT the Board of the Skeena-Queen Charlotte Regional District request that the Minister of Community, Sport and Cultural Development recommend to the Lieutenant Governor in Council that the name of the Skeena-Queen Charlotte Regional District be changed to the "North Coast Regional District" through the issuance of a supplemental letters patent.

208-2016

CARRIED

8.4 D. Fish, Deputy Corporate Officer – 2016 UBCM Convention Meeting Requests

MOVED by Director Nobels, SECONDED by Director Martin, that the report from staff entitled “2016 UBCM Convention Meeting Requests” be received;

AND THAT the following meeting requests be made:

- Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development – Skeena-Queen Charlotte Regional District Municipal Name Change Process;
- Honourable Todd Stone, Minister of Transportation and Infrastructure – BC Ferries scheduling (Marine transportation section should be involved); and
- Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource Operations – Haida Gwaii Community Forest.

209-2016**CARRIED****8.5 D. Chapman, Chief Administrative Officer – Sandspit Community Water Supply System Interim Site Assessment Report and Recommendations**

MOVED by Director Beldessi, SECONDED by Director Martin, that the memorandum from staff entitled “Sandspit Community Water Supply System Interim Site Assessment Report and Recommendations” be received.

210-2016**CARRIED****9. BYLAWS****9.1 Bylaw No. 604, 2016 – Being a bylaw to amend the Rural Graham Island Official Community Plan Bylaw No. 532, 2011**

MOVED by Director Beldessi, SECONDED by Director Franzen, that Bylaw No. 604, 2016 be adopted.

211-2016**CARRIED****9.2 Bylaw No. 605, 2016 – Being a bylaw to amend the Graham Island Interim Zoning Bylaw No. 192, 1993**

MOVED by Director Franzen, SECONDED by Director Beldessi, that Bylaw No. 605, 2016 be adopted.

212-2016**CARRIED****10. LAND REFERRALS / PLANNING**

None.

11. NEW BUSINESS

11.1 Director's Reports

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

Director Franzen – District of Port Edward

- Ken Veldman, North Coast Minor Baseball Association, appeared before District of Port Edward Council to discuss the association;
- The District of Port Edward was challenged to donate \$1,000 for those affected by wildfires in Fort McMurray, which Council resolved to do; and
- The District will be celebrating the community's 50th anniversary with community events scheduled for June 24-25, 2016.

Director Kinney – City of Prince Rupert

- City of Prince Rupert Council remains busy;
- City Council is currently receiving a high number of rezoning applications for development in the City; and
- The City continues to work with stakeholders on the City's social housing issue.

Director Nobels – Electoral Area A

- There is a high frequency of helicopter traffic around the community of Dodge Cove as Nexen continues to work on drilling and geotechnical work for the proposed Aurora LNG project;
- The SQCRD hosted a community engagement session with respect the Electoral Areas A and C land use planning project in Dodge Cove on May 24, 2016; and
- The Digby Island Arts Society will be having an art show in the community of Dodge Cove on June 4, 2016.

Director Bergman – Electoral Area C

- The SQCRD hosted a community engagement session with respect the Electoral Areas A and C land use planning project in Oona River on May 25, 2016.

Director Beldessi – Electoral Area E

- Loggers Sports Day will be held in the community of Sandspit in July;
- The community, through its own approval process, supported the allocation of \$110,000 of Gwaii Trust Vibrant Communities funding to projects in Sandspit;
- There are ongoing discussions with the Council of the Haida Nation with respect to a protocol agreement;
- On April 17, 2016 staff and Director Beldessi met with the Sandspit Emergency Preparedness Planners to discuss emergency response in the community of Sandspit;
- Summer fishing lodges appear to be setting up for the busy summer months ahead; and
- Director Beldessi has invited the Premier to Haida Gwaii to experience, first-hand, Sandspit's transportation problems with respect to BC Ferries and the Kwuna vessel scheduling.

Director Martin – Village of Queen Charlotte

- The Healthcare Roadshow took place on Haida Gwaii in May 2016. Director Martin had the opportunity to host students of the Roadshow for a dinner at his home;
- Northern Development Initiative Trust will be holding a communications workshop for elected officials on Haida Gwaii;
- Construction on the Village's boat launch project has commenced;
- The Village would like to work with the Premier and Minister Stone to amend the Province's service contract with BC Ferries to revert back to 3 scheduled sailings between Skidegate and Prince Rupert per week; and
- Social housing continues to be an issue in the Village, with 12 units being owned and operated by Makola Housing and falling into disrepair. The Village intends to work with Minister Coleman on this issue.

Director Racz – Electoral Area D

- The Misty Isles Economic Development Society's Economic Development Officer's last day of work was May 13, 2016, with a new Economic Development Officer anticipated to begin in October 2016; and
- The Haida Gwaii Museum Board has elected a new Chair – Kathy Pick.

Chair Pages – Village of Masset

- The Healthcare Roadshow took place on Haida Gwaii in May 2016. Village Council has heard positive feedback on the initiative from community members and students participating in the roadshow;
- Northern Health and a local physician have been in discussion with the Council of the Haida Nation to further research cancer related statistics on Haida Gwaii;
- Many businesses in the Village of Masset are accessing funding from Northern Development Initiative Trust's Business Façade program to support upgrades to business storefronts and such;
- The Village of Masset Council have discussed Gwaii Trust and the process to secure funding through its various programs, noting that the process is overly cumbersome, particularly on the regional district which is tasked with providing support for various projects across Haida Gwaii. Chair Pages noted that Gwaii Trust will be meeting with island communities to further discuss the issue.

213-2016**CARRIED**

11.2 Valkyrie Law Group LLP – Conflict of Interest for Local Government Elected Officials

MOVED by Director Franzen, SECONDED by Director Nobels, that the update from Valyrie Law Group LLP with respect to conflict of interest for local government elected officials be received for information.

214-2016**CARRIED**

- 11.3 Skidegate Saints Basketball Club Application to Northern Development Initiative Trust's Marketing Initiatives Program

MOVED by Director Racz, SECONDED by Director Martin, that the Skidegate Saints Basketball Club's application to Northern Development Initiative Trust's Marketing Initiatives program be received;

AND THAT the Board of the Skeena-Queen Charlotte Regional District support the Skidegate Saints Basketball Club's application to Northern Development Initiative Trust's Marketing Initiatives program in the amount of \$8,000 to be used for the HaiCo World Indigenous Basketball Challenge.

215-2016

CARRIED

- 11.4 L. Wiedeman, Chief Administrative Officer, Village of Queen Charlotte – Rural Dividend Fund Haida Gwaii CAO's Meeting May 2, 2016

MOVED by Director Beldessi, SECONDED by Director Racz, that the report from Village of Queen Charlotte staff with respect to the Haida Gwaii Chief Administrative Officer's meeting held May 2, 2016 and the Rural Dividend Fund be received;

AND THAT the Board of the Skeena-Queen Charlotte Regional District that staff draft correspondence to the Village of Queen Charlotte to thank it for the opportunity to be kept apprised to the all-island community initiative as it pertains to the rural dividend fund;

AND THAT the correspondence state that the Skeena-Queen Charlotte Regional District Board is not the appropriate body to make recommendation on this matter as it should be directed toward the Misty Isles Economic Development Society Board of Directors;

AND FURTHER THAT the correspondence suggest that the Village of Queen Charlotte consult with Electoral Area Directors on issues pertaining their respective areas, as opposed to the Skeena-Queen Charlotte Regional District Board as a whole.

216-2016

CARRIED

12. OLD BUSINESS

- 12.1 Environmental Assessment Information Session: LNG Marine Transport and Facility Public Safety – April 13, 2016 Information Session Summary Notes

MOVED by Director Franzen, SECONDED by Director Kinney, that the Summary Notes from the LNG Marine Transport and Facility Public Safety Environmental Assessment Officer Information Session held April 13, 2016 be received for information.

217-2016

CARRIED

13. PUBLIC INPUT

There were 0 questions from the public.

14. IN CAMERA

MOVED by Director Franzen, SECONDED by Director Nobels, 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 and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public".

218-2016**CARRIED****15. ADJOURNMENT**

MOVED by Director Nobels, SECONDED by Director Kinney, that the Skeena-Queen Charlotte Regional District Regular Board meeting be adjourned at 10:06 p.m.

219-2016**CARRIED**

Approved and adopted:

Certified correct:

Chair

Chief Administrative Officer



SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

MINUTES of the Electoral Area Advisory Committee meeting held at 344 2nd Avenue West in Prince Rupert, B.C. at 6:30 PM on Friday, March 18, 2016.

PRESENT

Chair: Des Nobels, Electoral Area A

Directors: Karl Bergman, Electoral Area C
Michael Racz, Electoral Area D
Bill Beldessi, Electoral Area E

Staff: D. Chapman, Chief Administrative Officer

1. CALL TO ORDER 6:30 p.m.

2. CONSIDERATION OF AGENDA

MOVED by Director Beldessi, SECONDED by Director Bergman, that the March 18, 2016 Electoral Area Advisory Committee amended agenda be adopted as presented.

015-2016

CARRIED

3. MINUTES

3.1 Minutes of the Electoral Area Advisory Committee meeting held February 19, 2016

MOVED by Director Bergman, SECONDED by Director Beldessi, that the minutes of the February 19, 2016 Electoral Area Advisory Committee meeting be adopted as presented.

016-2016

CARRIED

4. FINANCE

None.

5. CORRESPONDENCE

None.

6. REPORTS

None.

7. NEW BUSINESS

- 7.1 Tlell Fall Fair – Application to Northern Development Initiative Trusts Fabulous Festivals and Events Program

MOVED by Director Racz, SECONDED by Director Beldessi, that the Tlell Fall Fair's funding application to Northern Development Initiative Trust's Fabulous Festivals and Events program be received;

AND THAT the Electoral Area Advisory Committee recommend the Skeena-Queen Charlotte Regional District Board support the Tlell Fall Fair's funding application to Northern Development Initiative Trust's Fabulous Festivals and Events program in the amount of \$2,500 for the 2016 Tlell Fall Fair.

017-2016

CARRIED

8. OLD BUSINESS

None.

9. PUBLIC INPUT

There were 0 questions from the public.

10. IN CAMERA

None.

11. ADJOURNMENT

MOVED by Director Racz, SECONDED by Director Bergman, that the meeting be adjourned at 6:40 p.m.

018-2016

CARRIED

Approved & Adopted:

Certified correct:

Chair

Chief Administrative Officer



**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT
MORESBY ISLAND MANAGEMENT STANDING COMMITTEE**

MINUTES of the Regular Meeting of the Moresby Island Management Standing Committee (MIMSC) held at Sandspit Community Hall, Sandspit, B.C. on May 3, 2016 at 7:00 PM.

Adopted June 7, 2016

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

ABSENT

Chair Gail Henry

Vice Chair Behn Cochrane

Staff Barb Parser

Public 20

Behn Cochrane took the chair at 8:16 pm, chair taken back by Gail Henry 8:20 pm

1. CALL TO ORDER 7:15 PM

2. CONSIDERATION OF AGENDA (ADDITIONS/DELETIONS)

Added as delegate: Cameron Bell of Misty Isles Economic Development Society

029-2016 Motion to approve agenda as amended, Moved by Behn Cochrane, seconded by Stan Hovde, Carried

3. MINUTES & BUSINESS ARISING FROM MINUTES

030-2016 Motion to approve April 2016 minutes Moved by Behn Cochrane, Seconded by Stan Hovde, Carried

4. DELEGATIONS

- 4.1 Cameron Bell - Misty Isles Economic Development Society - Annual Report

5. CORRESPONDENCE

- 5.1 Heron Wier - Resignation - Accepted with regret.

6. REPORTS – RESOLUTIONS

- 6.1 Water System Report and Recommendations
6.2 SQCRD Director's Report

031-2016 Motion to receive and file reports moved by Behn Cochrane,
Seconded by Stan Hovde, Carried

7. OLD BUSINESS

7.1 Vibrant Haida Proposals

7.2 Volunteer Fire Department

032-2016 Motion to approve Volunteer Fire Department proposal for funding of \$16,216.20 with letter of support moved by Behn Cochrane,
Seconded by Bill Beldessi, Carried

7.3 Sandspit Golf Society

033-2016 Motion to approve Sandpit Golf Society proposal for funding of \$50,308.62 with letter of support moved by Stan Hovde,
Seconded by Behn Cochrane, Carried.

Let it be noted Bill Quaas excused himself from the meeting to avoid conflict of interest

7.4 Salmon Enhancement Society

034-2016 Motion to support Salmon Enhancement Society funding of \$30,000.00 pending a detailed project budget and completion of Gwaii Trust on line application moved by Behn Cochrane,
Seconded by Stan Hovde, Not Carried

- 7.5 Sandspit Community Society-S Semester & Transportation
035-2016 Motion to support Sandspit Community Society funding for \$22,228.00 letter of support moved by Behn Cochrane, Seconded by Bill Beldessi, Carried
- 7.6 Loggers Sports Committee
036-2016 Motion to support Loggers Sports Committee for funding of \$9554.00 with letter of support moved by Bill Beldessi, Seconded by Behn Cochrane, Carried
037-2016 Motion to support construction of two moveable wood bleachers pending completion of Gwaii Trust application moved by Behn Cochrane, Seconded by Stan Hovde, Carried
8. **NEW BUSINESS**
- 8.1
9. **PUBLIC INPUT**
10. **IN CAMERA**
11. **ADJOURNMENT**
- 038-2016** **9:56 PM**, Motion to adjourn moved by Gail Henry, Carried

Approved and adopted:

Certified correct:

Chair

Secretary

HAIDA GWAI
REGIONAL RECREATION COMMISSION
Annual General Meeting - Commission
Thursday, May 26th 2016 at 7:00 pm
Tlell Firehall, 36542 Highway 16
MINUTES OF MEETING

Present:

Staff:

Coordinator – Lucy Neville
Book-Keeper – Shirley Kricheldorf

Commissioners:

Amber Bellis
Darcy Pollard
Harold White
Marg Youngson

Sends regrets:

Laurie Chisholm

- 1) Call to Order by Chair Darcy Pollard – 7:05 pm, a quorum is present and has been declared
- 2) Amendments to the Agenda
 - a. Add Item 8.b. – Request for response from SQCRD on resolution regarding MOU with HGHS
 - b. Add Item 9.d. – Commission and Society Distinctions
 - c. Add Item 9.e. – HGRRC Waiver Updates
 - d. Add Item 9.f. – HGRRC Drop-in Sports Registration documents
 - e. Add item 9.g. – HGRRC Board Strategic Planning Session
 - f. Add item 9.h. – Moresby Island Travel Fund Reimbursement
 - g. Remove item 7.e. – duplicate of item 7.c. 2015 Programs Report

MOTIONED by Marg Youngson, SECONDED by Amber Bellis to adopt the amendments to the agenda.

CARRIED

- 3) Adoption of the 2015 Annual General Meeting Minutes
MOTIONED by Amber Bellis, SECONDED by Marg Youngson to adopt the minutes of the Annual General Meeting.

CARRIED

- 4) Business Arising from 2015 Annual General Meeting Minutes - Staff noted that the year annotation (2015) is missing from the document heading.

MOTIONED by Harold White, SECONDED by Amber Bellis to amend the document heading on the minutes to be inclusive of year.

CARRIED

5) Adoption of the October 2015 Quarterly Commission Meeting Minutes
MOTIONED by Amber Bellis, SECONDED by Marg Youngson to adopt the minutes of the October 2015 Quarterly Commission Meeting. CARRIED

6) Business Arising from October 2015 Quarterly Commission Meeting
Minutes - none

CARRIED

7) Reports

a. 2015 Year-End CORE Financial Report – presented by HGRRC Book-Keeper (see attached)

MOTIONED by Amber Bellis, SECONDED by Marg Youngson to receive and file report as presented.

b. 2016 First Quarter CORE Financial Report – presented by HGRRC Book-Keeper

MOTIONED by Amber Bellis, SECONDED by Harold White to receive and file report as presented .

c. 2015 Programs Report – presented by HGRRC Book-Keeper
MOTIONED by Amber Bellis, SECONDED by Harold White to receive and file report as presented.

d. 2015 Income Statement and Balance Sheet – presented by HGRRC Book-Keeper

MOTIONED by Amber Bellis, SECONDED by Marg Youngson to receive and file report as presented.

e. 2015 Program Expenses – HGRRC Book-Keeper (item skipped as it was a duplicate of Item c)

f. 2015 Program Statistics – presented by HGRRC Coordinator
MOTIONED by Marg Youngson, SECONDED by Amber Bellis to receive and file report as presented.

g. 2009-2015 HGRRC Growth Chart – presented by HGRRC Coordinator

MOTIONED by Marg Youngson, SECONDED by Harold White to receive and file report as presented.

h. 2016 April Monthly Report – presented by HGRRC Coordinator

MOTIONED by Marg Youngson, SECONDED by Harold White to receive and file report as presented.

- i. BC Premier's Award - DASH BC HGRRC Board letter – presented by HGRRC Coordinator

MOTIONED by Amber Bellis, SECONDED by Marg Youngson to receive and file report as presented.

Appreciation expressed to HGRRC Coordinator for a job well done for the award and growth of programs.

All in Favour (7. Items a-i)

CARRIED

8) Old Business

- a. Insurance and Liability Provision – SQCRD Press Release – Completed and distributed for public information

- b. SQCRD Resolution – MOU with HGHEs – No response from SQCRD as of meeting date (May 26, 2016)

ACTION: HGRRC Chair to send additional email requesting response and resolution

All in Favour (7. Items a-b)

CARRIED

9) New Business

- a. Commissioner Applications – (see attached)

MOTIONED by Amber Bellis, SECONDED by Marg Youngson to receive and file Commissioner applications for HGRRC Board review and appointment recommendation to the SQCRD, pending application amendment from Christine Martynuik.

CARRIED

- b. 2016 HGRRC Requested Budget – (see attached) – Requested budget allocated and will be provided following review of 2015 bank statements and financial statements

MOTIONED by Marg Youngson, SECONDED by Harold White to receive and file letter as presented.

CARRIED

- c. Statutory Holidays – Employment Parity – discussion regarding extending paid holidays to the bookkeeping position to include Boxing Day and Easter Monday.

MOTIONED by Harold White, SECONDED by Marg Youngson to extend paid holidays to include Easter Monday and Boxing Day for the HGRRC Book-Keeper, meeting provincial employment parity standards.

NOTE: Shirley Kricheldorf, HGRRC Book-Keeper, left room while discussion took place in regards to HGRRC Book-Keeper benefits.

- d. Commission & Society Distinctions – discussion regarding the need for legal clarification between Haida Gwaii Regional Recreation Commission and Society.

MOTIONED by Harold White, SECONDED by Amber Bellis to seek legal counsel regarding the separation and distinction of HGRR Commission and Society entities.

CARRIED

MOTIONED by Amber Bellis, SECONDED by Marg Youngson to seek legal counsel regarding financial autonomy, prescribed financial procedures, and allocation of assets on dissolution of HGRR commission and society.

CARRIED

- e. HGRRC Waiver Updates

MOTIONED by Amber Bellis and SECONDED by Harold White to seek legal counsel regarding development of revised and expanded HGRRC waiver, inclusive of participant release of information, for public use effective September 1, 2016.

CARRIED

- f. HGRRC Drop-in Sports Registration documents

MOTIONED by Marg Youngson, SECONDED by Harold White to direct staff to develop HG Recreation registration and attendance documents as requisite insurance and liability coverage reporting for all Drop-In Sports programs, effective September 1, 2016.

CARRIED

- g. HGRRC Board Strategic Planning Session

MOTIONED by Amber Bellis, SECONDED by Marg Youngson to plan and implement a one-day group visioning session for all HGRRC staff and board members; date and location to be decided.

CARRIED

- h. Moresby Island Travel Fund (MITF) Reimbursement

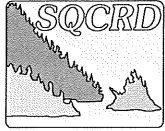
Discussion regarding timeline of receipt submission; multiple receipts were received late in the year, and funds dispersed greatly exceeded the allotted budget amount. Discussion took place on current procedures and potential future solutions.

MOTIONED by Marg Youngson, SECONDED by Harold White to implement MITF policy requiring all receipts to be submitted within 30 days of travel.

CARRIED

ACTION: HGRRC website to be updated including policy details.

- 10) Open Discussion – All Commissioners expressed congratulations to HGRRC Coordinator Ms. Neville on pursuing graduate studies, but will miss her at Haida Gwaii Recreation.
- 11) In-Camera
MOVED by Amber Bellis, SECONDED by Harold White that the Board move to the In-Camera meeting according to section 90(1)(a)(c) and (j) of the *Community Charter* “labour relations or other employee relations” and “personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality” and “information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*”.
- 12) Adjournment and Next Meeting Date – Next meeting date set for November 17th, 2016
MOTIONED by Amber Bellis to adjourn the meeting at 8:35 pm.



BOARD REPORT – REGULAR MEETING

DATE: June 10, 2016

FROM: Sukhraj Gill, Treasurer

SUBJECT: 2015 Statement of Financial Information/Audited Financial Statements

Recommendation:

THAT the Board receives the staff report “2015 Statement of Financial Information”;

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

AND FURTHER THAT the 2015 Audited Financial Statements be adopted as presented.

DISCUSSION:

As required under the *Local Government Act Sec. 814.1*, the Skeena-Queen Charlotte 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).

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT
2015
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	20,088	13,733
Nobels, Des	Vice Chair	15,923	5,281
Beldessi, Bill	Member, Board	16,093	13,090
Bergman, Karl	Member, Board	15,244	5,358
Racz, Michael	Member, Board	16,393	12,550
Kinney, Nelson	Member, Board	14,484	112
Brain, Lee	Member, Board	12,918	20
Franzen, Dan	Member, Board	12,957	1,014
Gould, Ian	Member, Board	13,127	6,665
Martin, Greg	Member, Board	13,428	6,974
Budde, Lutz	Alternate Member, Board	679	340
MacKenzie, Christine	Alternate Member, Board	170	14
MacMullin, Joanne	Alternate Member, Board	170	0
Mirau, Blair	Alternate Member, Board	170	688
Thompson, Jason	Alternate Member, Board	170	1,041
Turner, John	Alternate Member, Board	170	0
TOTAL:		152,183	66,881

2. Employees

NAME	REMUNERATION	EXPENSES
DesChamp, Timothy	89,582	11,564
Fish, Daniel	80,281	14,359
Kidd, Robert	97,506	3,240
Consolidated Total of other employees with remuneration and expenses of \$75,000 or less	883,453	22,341
TOTAL:	1,150,822	51,503

3. Reconciliation

	REMUNERATION	EXPENSES
Total remuneration - elected officials and members of the Board of Directors	152,183	66,881
Total remuneration - other employees	1,150,822	51,503
SUB-TOTAL:	1,303,005	118,385
Reconciling Items	0	-23,143
TOTAL per Statement of Revenue and Expenditure	1,303,005	95,242

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT
2015
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.	36,489
BC Hydro	30,912
Big Red Enterprises Ltd.	186,120
C & C Beachy Contracting Ltd.	32,702
CUETS Financial	43,213
Fast Fuel Services Ltd.	25,207
Merrick, Joan	30,274
Municipal Pension Plan	130,507
National Car & Truck Rentals	43,510
Pacific Blue Cross	62,262
Prudhomme, Bob	28,809
Receiver General	302,454
Ticker's Hauling & Storage	81,161
Total aggregate amount paid to suppliers	1,033,618

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

Consolidated total <\$25,000	674,651
--	----------------

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

Consolidated total of grants exceeding \$25,000	363,152
Consolidated total of contributions exceeding \$25,000	0
Consolidated total of all grants and contributions exceeding \$25,000	363,152

4. Reconciliation

Total of aggregate payments exceeding \$25,000 paid to suppliers	1,033,618
Consolidated total of payments of \$25,000 or less paid to suppliers	674,651
Consolidated total of all grants and contributions exceeding \$25,000	322,290
Consolidated total of all grants under \$25,000	15,029
TOTAL Cheques - <i>confirm this total</i>	2,045,588

Reconciling Items *

Total Cheques carried forward from page 1	2,045,588
Less Benefits:	
Pacific Blue Cross/BC Life	-62,262
Municipal Pension Plan	-130,507
Medical Services Plan	-17,789
WCB	-15,380
Receiver General for Canada	-285,492
Other (Reversal of MIMSC Grants, etc.)	63,387
Revised Total:	1,597,545
Total per Statement of Revenue and Expenditures (Note 6. Consolidated Expenditures by Type - Purchased services, grants and supplies)	1,597,545
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.

**SKEENA-QUEEN CHARLOTTE
REGIONAL DISTRICT**

FINANCIAL STATEMENTS

DECEMBER 31, 2015

**SKEENA-QUEEN CHARLOTTE
REGIONAL DISTRICT**

INDEX TO FINANCIAL STATEMENTS

DECEMBER 31, 2015

INDEPENDENT AUDITOR'S REPORT

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

NOTES

SCHEDULES

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



INDEPENDENT AUDITOR'S REPORT

To the Directors
Skeena-Queen Charlotte Regional District

Report on the Financial Statements

We have audited the accompanying statement of financial position of Skeena-Queen Charlotte Regional District as at December 31, 2015 and the statements of financial activities, cash flows and changes in net financial assets for the year then ended and a summary of significant accounting policies.

Management Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Opinion

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Regional District as at December 31, 2015 and the results of its operations, cash flows and changes in net financial assets for the year then ended in accordance with Canadian public sector accounting standards.

Supplementary Information

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

Prince Rupert, BC
May 27, 2016

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

STATEMENT OF FINANCIAL POSITION

DECEMBER 31

STATEMENT A

	2015	2014
	\$	\$
FINANCIAL ASSETS		
Cash and investments (note 1)	3,201,941	2,417,010
Trade and other receivables (note 2)	307,154	489,806
MFA deposit (note 3)	358,446	373,143
Due from Municipalities	<u>15,930,540</u>	<u>19,220,618</u>
	<u>19,798,081</u>	<u>22,500,577</u>
LIABILITIES		
Accounts payable and accruals (note 4)	312,828	402,887
Landfill closure costs accrual (note 5)	247,778	218,663
Deferred revenue (note 6)	1,384,025	1,199,355
MFA debt reserve (note 3)	358,446	373,143
MFA debentures/leases/loan for Regional District (note 7)	144,677	296,679
Debentures issued for Municipalities (note 8)	<u>15,930,540</u>	<u>19,220,618</u>
	<u>18,378,294</u>	<u>21,711,345</u>
NET FINANCIAL ASSETS	<u>1,419,787</u>	<u>789,232</u>
Physical assets (schedule 4 and note 1)	3,292,085	3,381,419
Prepaid expenses	<u>23,437</u>	<u>27,960</u>
NET POSITION	<u>4,735,309</u>	<u>4,198,611</u>
REGIONAL DISTRICT POSITION		
Operating surplus (schedule 1)	952,350	513,763
Reserve funds (schedule 2)	635,550	600,108
Equity in Physical Assets (schedule 3)	<u>3,147,409</u>	<u>3,084,740</u>
	<u>4,735,309</u>	<u>4,198,611</u>

APPROVED BY THE BOARD

_____ Chair

 _____ Treasurer

CARLYLE SHEPHERD & CO.
CHARTERED PROFESSIONAL ACCOUNTANTS



SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED DECEMBER 31

STATEMENT B

	Unaudited Budget 2015 \$	Actual 2015 \$	Actual 2014 \$
REVENUE			
Taxation	1,379,838	1,379,581	1,373,247
Grants in lieu	65,223	148,928	232,063
Sales, fees and other	1,612,973	1,874,164	1,383,813
Provincial, federal and other grants	463,000	304,081	393,801
Municipal debt payments	<u>1,974,601</u>	<u>4,075,371</u>	<u>1,635,405</u>
	<u>5,495,635</u>	<u>7,782,125</u>	<u>5,018,329</u>
EXPENDITURE			
Administration	794,985	692,854	468,859
Electoral areas	200,562	125,785	210,805
Grant-in-aid	20,329	5,250	6,424
Municipal debt service	1,974,601	4,075,371	1,635,405
Sandspit fire protection	54,238	28,667	26,569
Emergency programming	82,339	20,839	1,889
Islands solid waste	980,934	866,382	882,815
Regional recycling	732,388	703,191	572,119
Regional waste management	-	-	11,782
Planning	196,095	30,685	75,046
Economic development	68,327	27,081	32,332
Prince Rupert Regional Archives	79,712	79,712	77,224
North Pacific Cannery	101,952	101,952	102,124
Haida Gwaii Museum	71,012	71,012	71,203
Vancouver Island Regional Library	41,820	41,820	42,848
Haida Gwaii recreation	132,990	133,223	116,889
Mainland recreation	11,800	11,800	11,720
Sandspit water utility	140,065	74,378	87,044
Oona River telephone	975	975	5,172
Sandspit hall	15,698	11,514	2,402
Amortization	<u>-</u>	<u>142,936</u>	<u>137,917</u>
	<u>5,700,822</u>	<u>7,245,427</u>	<u>4,578,588</u>
REVENUE OVER EXPENDITURE	<u>- 205,187</u>	<u>536,698</u>	<u>439,741</u>
OPENING REGIONAL DISTRICT POSITION	<u>4,198,611</u>	<u>4,198,611</u>	<u>3,758,870</u>
CLOSING REGIONAL DISTRICT POSITION	<u>3,993,424</u>	<u>4,735,309</u>	<u>4,198,611</u>

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

STATEMENT OF CASH FLOWS

YEAR ENDED DECEMBER 31

STATEMENT C

	2015	2014
	\$	\$
OPERATING ACTIVITIES		
Revenue over expenditure	536,698	439,741
Amortization	142,936	137,917
Landfill closure costs accrual	29,115	86,861
Accounts payables and accruals	- 90,059	165,165
Trade and other receivables	182,652	- 257,696
Deferred revenue	184,670	78,096
Prepaid expenses	<u>4,523</u>	<u>- 16,759</u>
	<u>990,535</u>	<u>633,325</u>
FINANCING ACTIVITIES		
Debt repayment	- 195,512	- 102,088
Debt financing	<u>43,510</u>	<u>-</u>
	<u>- 152,002</u>	<u>- 102,088</u>
INVESTING ACTIVITIES		
Physical asset purchases	- 57,127	- 194,130
Sale of physical assets	<u>3,525</u>	<u>4,000</u>
	<u>- 53,602</u>	<u>- 190,130</u>
CHANGE IN CASH	784,931	341,107
OPENING CASH AND INVESTMENTS	<u>2,417,010</u>	<u>2,075,903</u>
CLOSING CASH AND INVESTMENTS	<u>3,201,941</u>	<u>2,417,010</u>

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT
STATEMENT OF CHANGES IN NET FINANCIAL ASSETS
YEAR ENDED DECEMBER 31

STATEMENT D

	2015	2014
	\$	\$
Revenue over expenditure	536,698	439,741
Amortization of physical assets	142,936	137,917
Purchase of physical assets	- 57,127	- 194,130
Sale of physical assets	3,525	4,000
Prepaid expenses	<u>4,523</u>	<u>- 16,759</u>
Increase in net financial assets	630,555	370,769
Opening net financial assets	<u>789,232</u>	<u>418,463</u>
Closing net financial assets	<u>1,419,787</u>	<u>789,232</u>

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

NOTES

DECEMBER 31, 2015

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 which approximates cost.

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

NOTES

DECEMBER 31, 2015

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

	2015	2014
Provincial and Federal governments	\$ 135,341	\$ 152,825
Regional and local governments	120,504	302,012
Trade receivables and other	<u>51,309</u>	<u>34,969</u>
	<u>\$ 307,154</u>	<u>\$ 489,806</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.

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

NOTES

DECEMBER 31, 2015

4. ACCOUNTS PAYABLE AND ACCRUALS

	2015	2014
Provincial and Federal governments	\$ 5,971	\$ 31,762
Regional and local governments	40,264	125
Payroll	113,497	107,240
Trade payables and other	<u>153,096</u>	<u>263,760</u>
	<u>\$ 312,828</u>	<u>\$ 402,887</u>

5. LANDFILL CLOSURE COST 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.

	2015	2014
Provincial operating grant	\$ -	\$ 24,718
Gas tax	1,324,768	1,120,654
Other	<u>59,257</u>	<u>53,983</u>
	<u>\$ 1,384,025</u>	<u>\$ 1,199,355</u>

7. MFA DEBENTURES/LEASES/LOAN FOR THE REGIONAL DISTRICT

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

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.

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

NOTES

DECEMBER 31, 2015

8. DEBENTURES ISSUED FOR MUNICIPALITIES

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. CONSOLIDATED EXPENDITURES BY TYPE

	2015	2014
Director remuneration	\$ 152,183	\$ 147,663
Director travel	49,148	41,380
Staff remuneration and benefits	1,150,822	1,210,845
Staff travel and education	46,093	41,780
Interest	31,329	34,736
Purchased services, grants and supplies	1,597,545	1,328,862
Municipal debt payments	4,075,371	1,635,405
Amortization	142,936	137,917
	<u>\$ 7,245,427</u>	<u>\$ 4,578,588</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.

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.

The most recent actuarial valuation as at December 31, 2012 indicated an unfunded liability of \$1,370 million funding deficit for basic pension benefits. The next valuation will be as at December 31, 2015 with results available in 2016.

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

NOTES

DECEMBER 31, 2015

10. PENSION INFORMATION (continued)

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 \$67,332 (2014 - \$77,190) for employer contributions to the plan in fiscal 2015.

11. PURPOSE OF ORGANIZATION

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

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

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

STATEMENT OF SURPLUS

YEAR ENDED DECEMBER 31

SCHEDULE 1

	2015	2014
	\$	\$
Administration	192,716	100,632
Electoral areas	142,721	20,829
Grant-in-aid	11,067	5,951
Sandspit fire protection	738	1,905
Emergency programming	80,228	79,463
Islands solid waste	202,830	136,436
Regional recycling	98,436	48,910
Regional waste management		-
Planning	66,729	30,227
Economic development	17,480	16,599
Prince Rupert Regional Archives	17,258	16,373
North Pacific Cannery	26,372	21,095
Haida Gwaii Museum	6,070	4,871
Vancouver Island Regional Library	4,416	2,068
Haida Gwaii recreation	12,519	11,150
Mainland recreation	1,164	750
Sandspit water utility	59,614	17,782
Oona River telephone	-	787
Sandspit hall	6,439	- 2,402
Feasibility studies	<u>5,553</u>	<u>337</u>
	<u>952,350</u>	<u>513,763</u>

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

STATEMENT OF RESERVE FUNDS

YEAR ENDED DECEMBER 31

SCHEDULE 2

	2015	2014
	\$	\$
Opening balance	600,108	324,623
Interest	17,192	10,400
Transfer to Operating Fund	- 31,898	- 50,178
Transfer from Operating Fund	<u>50,148</u>	<u>315,263</u>
Closing balance	<u>635,550</u>	<u>600,108</u>

Represented by the following reserve funds

Bylaw 486 Sandspit Water	87,606	39,127
Bylaw 561 Electoral Area Administration	38,180	37,120
Bylaw 566 General Administration	82,725	80,431
Bylaw 567 Feasibility Studies	25,927	25,208
Bylaw 568 Regional Recycling - Other	35,704	34,714
Bylaw 568 Regional Recycling - Building	116,032	112,815
Bylaw 569 Island Solid Waste	220,378	214,268
Bylaw 569 Landfill Closure	28,919	56,425
Bylaw 602 Haida Gwaii Recreation	<u>79</u>	<u>-</u>
	<u>635,550</u>	<u>600,108</u>

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

	2015	2014
	\$	\$
Opening balance	<u>3,084,740</u>	<u>2,934,490</u>
Increase (decrease) in equity		
Contribution from operations	13,618	194,130
Physical asset disposals	- 3,525	- 4,000
Debt repayment	59,783	72,092
Actuarial additions	135,729	25,945
Amortization	<u>- 142,936</u>	<u>- 137,917</u>
	<u>62,669</u>	<u>150,250</u>
Closing balance	<u>3,147,409</u>	<u>3,084,740</u>

SKEENA-QUEEN CHARLOTTE 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 2015 \$	Total 2014 \$
Land	279,748	-	-	279,748	-	-	-	-	279,748	279,748
Buildings	1,540,484	15,559	-	1,556,043	300,736	38,901	-	339,637	1,216,406	1,239,748
Automotive	244,506	41,568	- 35,268	250,806	99,882	22,719	- 31,743	90,858	159,948	144,624
Equipment	482,672	-	-	482,672	183,291	35,577	-	218,868	263,804	299,381
Infrastructure	1,829,571	-	-	1,829,571	411,653	45,739	-	457,392	1,372,179	1,417,918
	<u>4,376,981</u>	<u>57,127</u>	<u>- 35,268</u>	<u>4,398,840</u>	<u>995,562</u>	<u>142,936</u>	<u>- 31,743</u>	<u>1,106,755</u>	<u>3,292,085</u>	<u>3,381,419</u>

Skeena-Queen Charlotte Regional District
Cheques payable over \$5,000 - MAY, 2016

Payable To	Date	Amount	Purpose
Big Red Enterprises Ltd.	5-May	\$ 15,515.28	April Garbage Collection Contract
Urban Systems Ltd.	5-May	\$ 17,588.13	Electoral Areas A & C Land Use Planning to Mar 31
Vancouver Island Regional Library	5-May	\$ 10,539.00	2nd Quarter Total Levy
Prince Rupert Regional Archives	12-May	\$ 35,000.00	2016 Grant - 1st Installment
C & C Beachy Contracting Ltd.	17-May	\$ 10,804.50	Ready Landfill for Engineer Inspection
Sandspit Emergency Preparedness Planners	17-May	\$ 25,000.00	2016 Grant
Municipal Pension Plan	9-May	\$ 5,831.38	Payroll Remittance (PP9-2016)
Receiver General	9-May	\$ 13,239.34	Payroll Remittance (PP9-2016)
Receiver General	17-May	\$ 10,714.72	Payroll Remittance (PP10-2016)
Municipal Pension Plan	17-May	\$ 5,629.02	Payroll Remittance (PP10-2016)
CUETS Financial	17-May	\$ 10,038.40	Staff & Director Travel, April Board meeting expenses (Haida Gwaii), etc.
Receiver General	31-May	\$ 12,656.18	Payroll Remittance (PP11-2016)
Municipal Pension Plan	31-May	\$ 5,700.37	Payroll Remittance (PP11-2016)

CHEQUES OVER \$5,000:	\$ 178,256.32
CHEQUES UNDER \$5,000:	\$ 44,572.20
TOTAL CHEQUES:	\$ 222,828.52



May 30, 2016

Municipal Chair Barry Pages
Regional District of Skeena-Queen Charlotte
14 - 342 3rd Avenue West
Prince Rupert, BC, V8J 1L5

RECEIVED MAY 31 2016

Dear Municipal Chair Pages,

Re: 3rd Annual Resource Breakfast Series September 27 to 30, 2016 – Victoria, BC

On behalf of the BC Resource Sector, it is my sincere pleasure to offer two of your elected representatives complimentary passes to the 3rd annual *Resource Breakfast Series*. This exciting yearly event will be held at Victoria's Hotel Grand Pacific, spanning four mornings during the September 2016 Union of BC Municipalities' (UBCM) Annual Convention. The breakfasts will take place from 7:00 to 8:30am and each will focus on a different aspect of BC's resource sectors, including Energy and Mining, Natural Gas, Forestry and Finance. These breakfast events provide an excellent opportunity to network and receive brief updates on resource projects and the economy throughout the province. It is also a fantastic chance to meet representatives from the resource sector and the generous sponsoring companies.

Energy and Mining Sector Breakfast, Tuesday, September 27, 2016

Guest of Honour: **Honourable Bill Bennett**, Minister of Energy Mines and Core Review,
confirmed

Natural Gas Sector Breakfast - Wednesday, September 28, 2016

Guest of Honour: **Honourable Rich Coleman**, Deputy Premier and Minister of Natural Gas
Development and Minister Responsible for Housing, *invited*

Forest Sector Breakfast - Thursday, September 29, 2016

Guest of Honour: **Honourable Steve Thomson**, Minister of Forests, Lands and Natural Resource
Operations, *confirmed*

Finance Sector Breakfast - Friday, September 30, 2016

Guest of Honour: **Honourable Michael de Jong**, Q.C., Minister of Finance and House Leader,
invited

Time:	7:00 am-8:30 am
Invited Guests:	200 Mayors and Councillors (MLAs are also invited)
Style:	Plated breakfast
Location:	Hotel Grand Pacific – 463 Belleville Street, Victoria, BC
Cost:	No charge, hosted breakfast
Dress:	Business Casual
Note:	Agenda subject to change

408 – 688 West Hastings Street
Vancouver, British Columbia
V6B 1P1, Canada

(604) 353-3136
info@c3alliancecorp.ca
www.c3alliancecorp.ca

Last year's Resource Breakfast Series was a huge success, with a sellout crowd each day and representation from 75 different areas of the province. As was the case last year, there will be broad representation from Mayors, Councillors, MLAs, resource and finance sectors and association sponsors from across the province. These breakfasts present an excellent opportunity to meet and learn first-hand the latest news about BC's important resource and finance sectors.

Seating is limited and will be assigned on a first-come, first-served basis. To support and encourage a broad spectrum of leaders from across the Province, we are limiting local government seats to two per Municipal Council or Regional District at any or all of the breakfasts. Please RSVP to info@c3alliancecorp.ca and specify which event(s) you would like your representatives to attend. There is great demand for these popular events, therefore, we respectfully encourage you to request tickets to only the breakfasts you have an interest in attending and are available. We do not permit transferring of tickets.

We look forward to welcoming you at 3rd Annual Resource Breakfast Series.

Kind regards,

A handwritten signature in black ink, appearing to read 'Dan Jepsen', with a stylized, looped flourish at the end.

Dan Jepsen
CEO
C3 Alliance Corp. – Resource Breakfast Series Managers

cc: Hon. Bill Bennett, Minister of Energy and Mines and Minister Responsible for Core Review
Hon. Rich Coleman, Minister of Natural Gas Development, Minister Responsible for Housing,
and Deputy Premier
Hon. Steve Thomson, Minister of Forests, Lands and Natural Resource Operations
Hon. Michael de Jong, Q.C., Minister of Finance and House Leader
Keith Matthew, President National Aboriginal Energy and Power Association



District of Port Edward

Clean, Neat & Green

RECEIVED MAY 27 2016

May 24, 2016

Skeena-Queen Charlotte Regional District Directors
14 342 3rd Ave West
Prince Rupert BC V8J 1L5

Re: 50th Anniversary Invitation

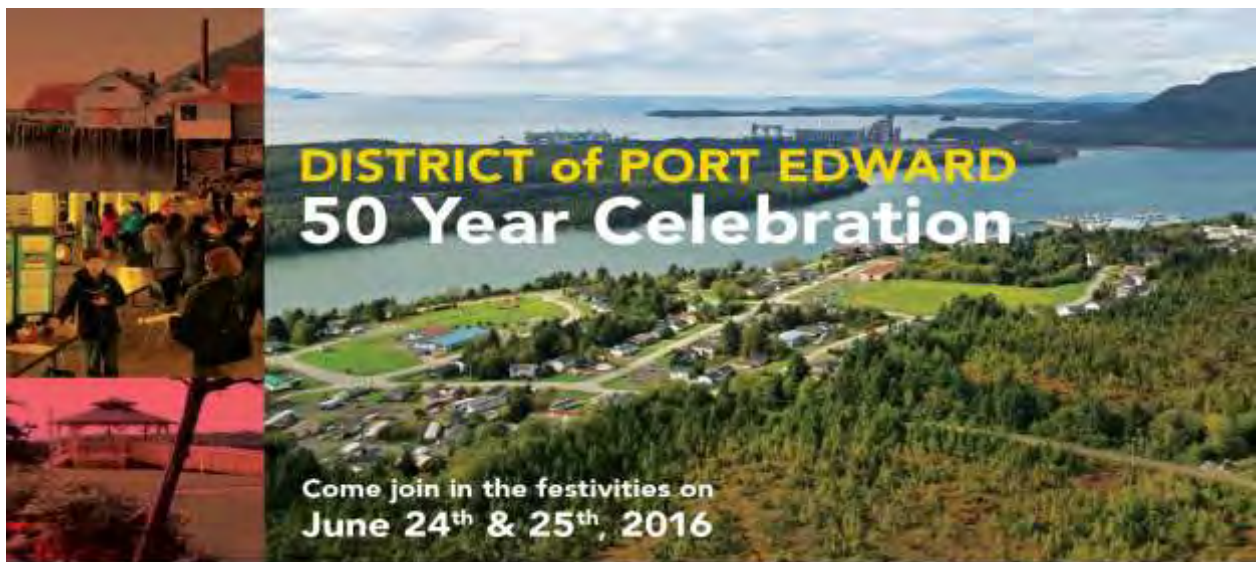
The District of Port Edward is celebrating its 50th Anniversary of Incorporation this year. It gives me great pleasure to invite you to our celebration.

- Welcome Reception, to be held at North Pacific Cannery on June 24, 2016 from 6:00pm – 9:30pm.
- All-day celebration at the Port Edward Community Center on June 25, 2016 from 9:30am – 11:00pm a Family Event - the all-day event will include a Pancake breakfast, a children's bike decorating parade, live entertainment, BBQ and fireworks to end the evening.

We are looking forward to seeing you there.

Yours truly,

Dave MacDonald,
Mayor



June 24, 2016 (6-9:30pm)

1889 Skeena Drive, North Pacific Cannery

- 50th Anniversary Welcome Reception
(Food, entertainment and bar)



June 25, 2016 (8am-11pm) an All-Day Family Event

770 Pacific Avenue, Port Edward, Municipal Office

- **Includes the following:**
Pancake breakfast
Opening Ceremony
Children Bike Decorating Parade & Other Activities
Live Music
BBQ
Fireworks

The District of Port Edward would also like to thank the following sponsors:





DRAFT

50TH ANNIVERSARY PROGRAM FOR JUNE 25, 2016

TIME	PROGAM	TIME	PROGAM
8:00 AM- 10:00 AM	Pancake Breakfast		
10:00 AM	Kids Bike Decorating Parade		
11:30 AM- NOON	Opening Ceremony	11:00 AM- 4:00PM	Bouncy Castle
NOON- 2:00 PM	BBQ		
1:00 PM	Live Entertainment	12:00 PM- 2:00PM	Kids Activities <i>Face Painting, Spinner Painting, Bean Bag Toss, Jelly Bean Pie Contest</i>
1:15 PM- 2:15 PM	PR Jazz Band- NOT CONFIRMED		
2:15 PM- 2:30 PM	Drumming	TBD	Slip & Slide Children's Activity
2:30 PM-3:30 PM	Jason's Band		
3:30 PM- 3:45 PM	East Indian Dancers	TBD	Hose Laying Contest
3:45 PM-4:45 PM	Surf Dudes		
4:45 PM- 5:00PM	Dragon Dancers		
5:00 PM-7:00 PM	Abraham Weaver		
6:00 PM- 8:00 PM	Dinner		
8:00 PM- 10:45 PM	Triple Bypass		
11:00 PM	Fireworks		

Bus service available starting at 9 :00 AM
 Buses shuttle to/ from PR Civic Center to Port Edward

Minister of Transport



Ministre des Transports

Ottawa, Canada K1A 0N5

RECEIVED JUN 02 2016

Mr. Daniel Fish
Deputy Corporate Officer
Skeena Queen Charlotte Regional District
14-342, 3rd Avenue West
Prince Rupert BC V8J 1L5

MAY 13 2015

Dear Mr. Fish,

I am writing to you today because I want to ensure that all affected communities receive an update on activities related to the Ports Asset Transfer Program. The Program, which was launched in spring 2015, aims to transfer Transport Canada-owned port facilities to local interests, as new ownership can help these facilities thrive and bring decision making closer to the community.

The Program has a proactive, structured approach that includes engagement, sales and divestiture phases. The initial engagement phase provided an opportunity to introduce and explain the Program to interested parties and is continuing throughout the duration of the Program, allowing Transport Canada officials to share Program information. During the sales phase, which was announced in mid-2015, the fifty port facilities, which includes one in your community, were first offered for transfer or sale to interested parties, in the following sequence: 1) other federal departments and Crown corporations; 2) provincial governments; 3) municipalities; followed by 4) Indigenous groups, non-governmental organizations, the private sector, Canada Port Authorities and individuals. The divestiture phase, which commenced in January 2016, follows the sales phase and continues to be rolled out on a port-by-port basis after no expressions of interest are received, or no transfer or sale is concluded for a port within the established time limits of the sales phase.

Under the Program, new operators have greater flexibility to expand or improve port facilities for continued marine operations or for alternative uses that are more responsive to local needs. I have ensured that measures are put in place by Transport Canada to bring to the forefront the public interest, which is my top priority, in all transfer agreements discussions. Furthermore, I have instructed Transport Canada officials to continue to keep communities informed on a continual basis about the future of local ports that remain under the Department's ownership at the end of the Program.

My department continues to update me on the ongoing efforts to keep communities informed of each stage of the Ports Asset Transfer Program. Should you have any questions or comments, please contact Lorraine Gill, Regional Manager, Property and Divestiture by telephone at (604) 666-5390 or by email at lorraine.gill@tc.gc.ca.

Yours sincerely,

The Honourable Marc Garneau, P.C., M.P.
Minister of Transport

Attached: Backgrounder Ports Asset Transfer Program

Backgrounder

Ports Asset Transfer Program

The primary goal of the National Marine Policy, established in 1995, is to improve the efficiency of the marine transportation system. One way to accomplish this goal is by placing port decision-making and operations in the hands of users and other local interests.

Building on the success of Transport Canada's former Port Divestiture Program (1996-2014), the new Ports Asset Transfer Program is a proactive and structured program for the sale or divestiture of 50 Transport Canada-owned port facilities to local interests.

The Program includes engagement, sales and divestiture phases. During the engagement phase, Transport Canada communicated with other federal departments, provincial/territorial governments, municipalities, Indigenous groups and other interested parties to provide information about the Program. Engagement will continue during all phases of the Program.

Next, the sales phase was undertaken in two stages. Transport Canada-owned port facilities were first offered to other federal departments, the provinces and territories, and municipalities. If no expressions of interest for the purchase of a port were received from these organizations, Transport Canada then sought expressions of interest from other interested parties, including Indigenous communities, non-government organizations, the private sector, Canada Port Authorities and individuals. The sales phase began in June 2015.

If there were no expressions of interest for a port during the sales phase, the divestiture phase followed on January 6, 2016, on a port-by port basis. This phase could include funding contribution from the Government of Canada to help continue port facility operations and maintenance.

It is important to note that interested parties involved in the divestiture phase should be aware that funding support may include a condition that the port facility remains operational for a specified timeframe.

Further information about the Program can be found at <https://www.tc.gc.ca/eng/programs/ports-asset-transfer-program-2979.html>.



RECEIVED JUN 02 2016

May 6, 2016

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

Reference: 253593

Dear Chair Pages:

Re: 2015 UBCM Meeting

Thank you for your letter of January 26, 2016, regarding the UBCM follow-up letter and ferry service to Haida Gwaii. I appreciate you would like to see a greater level of ferry service between Prince Rupert and Haida Gwaii, and I recognize the challenges service reductions can cause.

I understand that BC Ferries staff have had discussions with the Village of Queen Charlotte regarding service levels, schedules and parking at the Skidegate terminal. I am advised that BC Ferries have added sailings to the schedule during the shoulder season on Route 11 (Skidegate to Prince Rupert) to reflect the increased demand experienced in the spring.

With respect to service on Route 26 between Skidegate and Alliford Bay, ministry staff have shared your idea with BC Ferries on potential scheduling changes through the use of shift splitting. I encourage you to continue to discuss your ideas for service schedule options directly with BC Ferries staff, as they are in the best position to determine the feasibility of and business case for implementing alternative schedules.

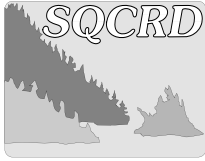
In the meantime, I have taken the liberty of sharing a copy of our correspondence with BC Ferries' President and CEO, Mike Corrigan, to ensure he is kept apprised of this matter.

Thank you again for taking the time to write.

Sincerely,

Todd G. Stone
Minister

Copy to: Mike Corrigan, President and CEO
BC Ferries



SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

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

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

Website: www.sqcrd.bc.ca

January 26, 2016

Honourable Todd Stone
Minister of Transportation and Infrastructure
PO Box 9055 Stn Prov Govt
Victoria, B.C. V8W 9E2

Attention: Honourable Todd Stone

Dear Minister:

Re: 2015 UBCM Minister Meeting

At its January 22, 2016 Regular meeting, the Board of the Skeena-Queen Charlotte Regional District (SQCRD) received your correspondence dated December 18, 2015 in follow-up to the Board's meeting with yourself and representatives from your ministry on September 24, 2015 at the UBCM convention.

The Board would like to, respectfully, request that your ministry, in collaboration with BC Ferries, continue to explore alternative ferry service options for Haida Gwaii. More specifically, the Board is requesting that full consideration be given to exploring alternative service options for the Haida Gwaii and Haida Gwaii Skidegate-Alliford Bay ferry routes. These alternative service options may include the use of shift splitting on the Skidegate-Alliford Bay ferry route to accommodate later sailing times in the evening while taking into consideration the exorbitant cost of overtime staffing, for instance. It is the Board's belief that there are unexplored service options that may be resolved locally and cost-effectively, but will require direction from BC Ferries.

With regard to ongoing parking issues at the BC Ferries terminal located in Skidegate, the Board is pleased to hear that you have directed staff to follow-up with BC Ferries to resolve these issues, and looks forward to resolution on the matter.

If you have any further questions, comments or would like to make arrangements to further discuss the exploration of alternative service options for ferry scheduling on Haida Gwaii, please do not hesitate to contact the office of the Skeena-Queen Charlotte Regional District.

Regards,

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT



Barry Pages
Chair

:df

ORIGINAL CORRESPONDENCE



June 1, 2016

Dear Mayors and Regional District Chairs:

As we prepare for the 2016 UBCM Convention in Victoria this September, I wanted to let you know that my caucus colleagues and I are once again looking forward to listening to the discussions around the issues and initiatives that affect British Columbia's communities and the people who live there. Our work depends on your input and your insight, and my colleagues and I will be there to listen and to learn.

This year's theme, *Stronger Together*, is an ideal way to recognize the strengths and similarities across the province. British Columbia is leading Canada like never before, and the work you do in your community is an integral part of that.

If you would like to request a meeting with me or a Cabinet Minister on a specific issue during this year's convention, the online registration form at <https://UBCMreg.gov.bc.ca> will go live on June 13th. The invitation code is MeetingRequest2016, please note it is case sensitive.

If you have any questions, please contact my UBCM Meeting Request Coordinator, Tim Wong at UBCM.Meetings@gov.bc.ca or by phone at 604-775-1600.

Sincerely,

A handwritten signature in blue ink that reads "Christy Clark". The signature is fluid and cursive.

Christy Clark
Premier

Daniel Fish

From: Richard Pucci <Richard.Pucci@princerupert.ca>
Sent: Tuesday, May 31, 2016 9:27 AM
To: Daniel Fish
Cc: Corinne Bomben
Subject: Letter of Support - Airport Ferry Pontoons

Hi Daniel,

The City of Prince Rupert is in the process of applying for the Canada 150 Fund.

The goal of the Canada 150 Fund is to create opportunities for Canadians to participate in local, regional, and national celebrations that contribute to building a sense of pride and attachment to Canada.

Docks and wharfs are included in this funding opportunity; so the City is applying for assistance with the *Airport Ferry Pontoon Replacement Project*.

As part of this application, the applicant is required to submit 2 Letters of Support from applicable sources, so we are requesting a short letter from the Regional District and Airport Society.

Please let me know if your organization is willing to support and thank you for your consideration. We would be happy to assist in any way.

RP

Richard Pucci CET, ASCT | Director of Operations
Prince Rupert City Hall
424 3rd Avenue West | Prince Rupert, BC | V8J 1L7
T: 250.627.0956
F: 250.627.0979
www.princerupert.ca



PRINCE RUPERT
DISCOVER OUR NATURE

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.

Canada 150 Fund General Application Form

IMPORTANT

- Please consult the *Canada 150 Fund Applicant's Guide* for instructions on how to complete this form.

Part A – Information about the Organization			
1. Legal Name (required) City of Prince Rupert			
2. Former Legal Name (if applicable)			
3. Mailing Address – Number, Street, P.O. Box (required) 424 3 rd Avenue West			
4. City (required) Prince Rupert	5. Province/Territory (required) British Columbia	6. Postal Code (required) V8J 1L7	7. Country (required) Canada
8. Telephone (required) 250 627 0956	9. Extension (optional)	10. Alternate Telephone (optional)	11. Fax (optional)
12. E-mail Address (required) richard.pucci@princerupert.ca		13. Web Site Address (optional) www.princerupert.ca	
14. In which official language do you wish to communicate? (required) <input type="radio"/> English			
15. Scope of Organization's Activities (required) Regional Local/Municipal			
16. Legal Status (required) Is the organization incorporated? If yes, a copy of your organization's Certificate of Incorporation must be provided. <input type="radio"/> Yes <input type="radio"/> Federal <input type="radio"/> Provincial / Territorial <input type="radio"/> Registration Number _____ Date of Incorporation YYYY-MM-DD _____			
17. Is the organization registered with the Canada Revenue Agency as a charitable organization? (required) <input type="radio"/> Yes <input type="radio"/> Registration Number _____ Date of Registration YYYY-MM-DD _____			
18. Is the organization a Canadian municipal government or institution, or a Canadian school? If yes, please specify. (required) <input type="radio"/> Yes <input type="radio"/> Please specify - Municipality _____			
19. Has your organization previously received funding from the Department of Canadian Heritage? <input type="radio"/> No			
Part B –Person Authorized to Sign for the Organization			
20. Salutation (required) <input type="radio"/> Mr	21. Given Name (required) Robert	22. Initial (optional)	23. Surname (required) Long
24. Title (required) City Manager			
25. Mailing Address – Number, Street, P.O. Box (required) 424 3 rd Avenue West			
26. City (required) Prince Rupert	27. Province/Territory (required) British Columbia	28. Postal Code (required)V8J 1L7	29. Country (required) Canada
30. Telephone (required) 250 627-0934	31. Extension (optional)	32. Alternate Telephone (optional)	33. Fax (optional)

34. E-mail Address (required)	robert.long@princerupert.ca
-------------------------------	-----------------------------

Part C –Project Contact Person

☐ Same as person authorized to represent the organization (if checked do not complete Part C below)

36. Salutation (required) o Mr	37. Given Name (required) Richard	38. Initial (optional)	39. Surname (required) Pucci
40. Title (required) Director of Operations			
41. Telephone (required) 250 627-0956	42. Extension (optional)	43. Alternate Telephone (optional)	44 Fax (optional)
45. E-mail Address (required)		richard.pucci@princerupert.ca	

Part D – Information about the Project

47. Project Title (75 characters maximum) (required) Fairview Dock Rehabilitation project	
48. Proposed Start Date YYYY-MM-DD (required) July 30 th , 2016	49. Proposed End Date YYYY-MM-DD (required) December 1 st , 2016
50. Total Cost of the Project (must correspond to the amount indicated in the Cashflow Budget in Annex A) (required)	51. Amount Requested from the <i>Canada 150 Fund</i> (must correspond to the amount indicated in the Cashflow Budget in Annex A) (required)

Part E – Conditions

Funding from the Department of Canadian Heritage (the Department) may be used only for the purposes specified in this application. If the Department agrees to provide financial assistance, no substantial change to the project shall be made without the prior consent of the Department, and it shall be at the discretion of the Department to determine what constitutes substantial change in each case. Any funding not used for the implementation of the project, must be returned to the Department.

The organization is wholly responsible for its own debts. The Department will not consider any application to pay debts.

The organization shall agree to comply with all municipal, provincial/territorial and federal legislation.

The organization shall acknowledge the financial assistance received in all promotional and advertising activities related to the funding by the Department in a manner acceptable to the Department.

The organization agrees to submit a final report, and where required, financial statements to be evaluated by the Department.

The organization agrees to comply with the spirit and intent of the *Official Languages Act*. The organization shall define the project's client base and take the necessary steps to communicate with and/or provide project-related services to clients in English and in French as required under the *Act*.

Part F – Declaration

I hereby declare that the information in this application is accurate and complete. I also declare that (please check all boxes):

- ☐ I have read and understood and accept all Conditions outlined in Part G of this form;
- ☐ the Organization named in Part A of this form has obtained all the necessary authorities, permits, licences and consents to undertake the proposed project and, if required, can provide them to the Department;
- ☐ the Organization named in Part A of this form will take all necessary actions to maintain itself in good standing, to preserve legal capacity and to inform the Minister without delay of any failure to do so;
- ☐ the Organization named in Part A of this form and any person lobbying on its behalf to obtain funding are in compliance with the *Lobbying Act*, and
- ☐ no public servant or holder of public office, past or present, or lobbyist will derive a direct benefit from the requested funding, which is in breach of the *Values and Ethics Code for the Public Service* or the *Conflict of Interest Act*.
- A disclosure of the involvement of an actual or former public office holder or public servant under the *Conflict of Interest Code for Members of the House of Commons*;
 - That no actual or potential conflict of interest or contingency fee arrangement exists regarding the obtention of the financial assistance sought.

This application constitutes a legally binding agreement, effective the date the grant or contribution is approved by the departmental representative, between the Organization named in this Application and Her Majesty the Queen in Right of Canada as represented by the Minister of Canadian Heritage.

By signing this application, I authorize the Department of Canadian Heritage to disclose any information received in this application within Canadian Heritage and the Government of Canada or to outside entities for the following purposes: to reach a decision on this application, to administer and monitor the implementation of the project or programming, or to evaluate the results of the project or programming and this program after project completion. This disclosure of any information received in this application may also be used to reach a decision on any other application of the applicant for funding under any other Department of Canadian Heritage program.

In the event of an access to information request regarding the present funding application or any other information about the organization in the Department's possession, the information provided to the Department will be treated in accordance with the *Access to Information Act* and the *Privacy Act*. Where funding is approved, however, the amount of funding, the purpose for which the funds were granted and the name of the organization receiving the funding are considered public information.

Name of Person Authorized to Sign (required)

Authorized Signature (required)

Title (required)

Date YYYY-MM-DD (required)

Name of Person Authorized to Sign (if applicable)

Authorized Signature (if applicable)

Title (if applicable)

Date YYYY-MM-DD (if applicable)

Part G – Project Proposal

The *Canada 150 Fund* will support activities that:

52. Project Summary (required)

The City of Prince Rupert operates a car ferry from Fairview Bay, at the south end of Kaien Island (City of Prince Rupert), to Digby Island where the regional airport is located. The ferry services several scheduled flights a day and is a vital link for several communities. Both of the docks consist of a single lane steel vehicle ramp and a small float system (pontoons) that supports the bottom of the ramp to provide a transition onto the ferry. This system was originally installed in the 1959 and now has a reduced weight limit due to it's age and constant need of repair.

The current ferry is listed as 198 tons at design draft and carries approximately 12 vehicles. It makes up to 10 return trips per day (depending on flight schedules, etc.), and is moored overnight at the Fairview dock.

The proposed project is to replace the pontoons on the Fairview Bay (City) side. These pontoons need daily monitoring due to leaks and constantly need to be pumped out. Due to their age and the extreme environment in which they are situated, this essential piece of infrastructure is in dire need of replacement.

However, with the assistance of the Canada 150 Fund to replace the pontoons, we will ensure this critical link has uninterrupted and possibly increased service.

Applicant Profile

53. Describe your organization. What are its mandate, membership, main activities, clients and key achievements? (required)

Prince Rupert is situated on Kaien Island just north of the mouth of Skeena River, and linked by a short bridge to the mainland. The city is located along the island's northwestern shore, fronting on Prince Rupert Harbour and is the traditional territory of the LaxKw'alaams and Metlakatla First Nation.

The C.N.R. ends at Prince Rupert, which is the west coast terminus of the Grand Trunk Pacific Railway. The Port of Prince Rupert, served by the railway and Highway 16, is rapidly expanding. Prince Rupert is well known as a commercial fishing centre, and the port has many public floats to accommodate this marine traffic. The B.C. Ferry Corporation runs ferries year round from the port to the Haida Gwaii Islands and Port Hardy on Vancouver Island; the Alaska Marine Highway also runs ferries to points north.

At the western boundary of the Trans-Canada Highway 16, Prince Rupert is an import terminus for various transportation modes including rail, air, road and marine. Aside from import and export of goods through the container port, tourism is Prince Rupert's second largest industry.

The Prince Rupert Airport on Digby Island is served by a ferry which docks next to the B.C. and Alaska ferries. This is the only link between the City and the regional airport.

<p>54. Describe your experience and capacity in carrying out projects of a similar nature or scope. Where applicable, demonstrate how best practices, expertise or lessons learned from your previous experience will benefit your project. (required)</p> <p>The City of Prince Rupert has a fully staffed Engineering Department with a Technologist and Professional Engineers. This Project is proposed to be contracted out due to the nature of the work, but managed by Director of Operations and the Engineering Department team.</p>			
<p>55. List your partners for this project and describe their roles. (if applicable)</p> <p>This Project is proposed to be a 50/50 split between the City of Prince Rupert and the funding agency. The City of Prince Rupert would have no partners.</p>			
<p>Rationale and Community Support for Your Project</p>			
<p>56. Please describe why your project is important and how it will engage the community to participate (required)</p> <p>Please include at least two letters demonstrating community support for your project.</p> <p>As this key piece of failing infrastructure is used by virtually every person that fly's in and out of Prince Rupert, both local and tourist, we believe this solidifies it's position as an engagement piece with the community.</p>			
<p>57. Indicate if the success of your project is dependent upon support (financial or non-financial) or authorizations from other parties. (required)</p> <p>This Project is necessary for the continued use of the airport ferry system. This project is not dependant on financial support and is approved in the City of Prince Rupert 2016 Capital Budget. However, as several other large infrastructure pieces in town are nearing their life cycle renewal date, the City would like to use some of the funds marked for this project to address other areas.</p>			
<p>Target Audience and Participants</p>			
<p>58. Briefly describe the targeted beneficiaries or audience of your project. (required)</p> <p>This Project will benefit the entire region as this is the only link to the City of Prince Rupert regional Airport. This Airport is used by several communities, including 2 First Nation communities.</p> <p>Additionally, experts around the world agree that public investments in areas such as infrastructure are crucial to drive economic growth and strengthen a community.</p> <p>Investing in infrastructure is more than creating jobs and economic growth. It's more than concrete and docks, pontoons and bridges. Infrastructure is what connects us to our community and allows us to participate, socially and economically.</p>			
<p>59. What is the scope of your project? (required)</p> <p><input checked="" type="checkbox"/> Multi-Regional/National</p>		<p>60. What is the expected total reach of your project? (number of participants): This will affect every traveller in and out of Prince Rupert</p>	
<p>Project Activities & Performance Indicators</p>			
<p>61. Activities</p> <p>List your project activities.</p>	<p>Time Lines</p> <p>Approximate timelines/date of each activity</p>	<p>Indicators</p> <p>Indicate the expected number of participants and identify the expected results.</p>	<p>Promotion</p> <p>Indicate how you plan to promote your project to ensure that it is fully accessible and well attended.</p>

<p>New design derived from Coast Isle Engineering Drawing E781 September 2014.</p> <ul style="list-style-type: none"> • Fabrication and painting of three (3) new steel floatation pontoons • Fabrication and painting of new steel substructure frame connection all three (3) pontoons into one assembly • Fabrication and painting of two steel deck structure resting on top of the substructure frame • Fabrication and painting of a lower ramp steel transition apron • Supply and installation of new ACZA treated decking, pontoon rub boards & fender boards • Off-site assembly of the new floatation system complete for site installation • Temporary support for lower end of vehicle ramp to facilitate the removal of the existing floating pontoon system. • Installation of the new floating pontoon system. • Re-instatement of ramp onto floatation pontoon. • Disposal of existing floatation pontoon system 	<p>We anticipate the entire project taking 3 month including installation</p>	<p>This project would be contracted out through a national bid process. The project would then be managed by the City of Prince Rupert</p>	<p>The City of Prince Rupert will use our Communications Manager to promote locally through website and news outlet. The City would Place a sign at the entrance to the Ferry dock indicating the support of the Canada 150 program. This sign will be seen by every traveller through the City of Prince Rupert</p>
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Acknowledgement

62. How will you acknowledge support from the Government of Canada? **See page 17 of the guide.** (required)

The City of Prince Rupert will use our Communications Manager to promote locally through website and news outlet. The City would Place a sign at the entrance to the Ferry dock indicating the support of the Canada 150 program. This sign will be seen by every traveller through the City of Prince Rupert. Additionally the Mayor and Prince Rupert City Council would make note of the support in Open Council for the public and to be archived.

Part H – Official Languages

English and French are the official languages of Canada. The Government of Canada is committed to enhancing the vitality and supporting the development of the English and French linguistic minority communities in Canada and to fostering the full recognition and use of both English and French in Canadian society.

Important: you are required to adhere to provincial/territorial regulations or laws.

Note: translation expenses, local promotion as well as signage expenses are eligible under this Program.

63. Briefly describe how the project will create opportunities for participation by members of the minority official language community? A minority official language community is the English language community in Quebec and the French language community outside Quebec. (if applicable)

64. Briefly describe how the project will create opportunities for fostering the full recognition and use of both English and French in Canadian society? (if applicable)

Part I – Environmental Effects Evaluation

The applicant shall ensure that all activities related to this application comply with all federal, provincial/territorial and municipal laws and regulations and related laws or guidelines with respect to environmental matters.

Activities to be carried out on federal lands may require an evaluation of environmental effects under the *Canadian Environmental Assessment Act, 2012*, prior to the start of the proposed project.

Will the proposed project be carried out, in whole or in part, on federal lands?

Yes ☐

Specify the land ownership and indicate the sources used to answer the questions above:

The property where the Ferry dock is located is on Federal land that is leased by the City of Prince Rupert. The City of Prince Rupert will have written consent by the land owner (Prince Rupert Port Authority) and achieve all required permits from the Department of Fisheries and Oceans

Part J – Application Checklist

The following documents must be provided in order for your funding application to be considered complete. Please check the boxes below to confirm that these documents are attached to your completed, signed and dated General Application Form and Project Proposal (required):

- ☐ Completed and signed project budget/cashflow for each fiscal year - Annex A
 - ☐ Confirmation of the organization's authorization to submit an application to the *Canada 150 Fund* and to be represented by the person signing the General Application Form and Project Proposal (e.g., motion from the Annual General Meeting, Resolution of the Board of Directors)
 - ☐ A copy of your organization's Certificate of Incorporation, unless
 - ▶ ☐ not applicable
 - ▶ ☐ previously provided to the Department of Canadian Heritage
 - ☐ A copy of your organization's Constitution and Bylaws, unless
 - ▶ ☐ not applicable
 - ▶ ☐ previously provided to the Department of Canadian Heritage
 - ☐ Your organization's most recent annual report, unless
 - ▶ ☐ not applicable
 - ☐ A list of the members of your organization's Board of Directors, unless
 - ▶ ☐ not applicable
 - ☐ Your organization's financial statements for the last two fiscal years (audited, if available) prepared by an independent accountant
- Important:** A complete set of financial statements includes a balance sheet; a statement of income/profit and loss; a statement of cash flow; and notes to the statements. If you cannot provide the statements, please explain: _____
- ☐ Letters of support from the community
 - ▶ How many letters of support?: 2 (minimum of two required)
 - ☐ Letters from other parties confirming their contribution to or participation in the project (if applicable)
 - ▶ ☐ How many letters from other parties?: _____
 - ▶ ☐ Not applicable
 - ☐ Any additional information concerning your organization which could be relevant to the assessment of your project proposal. Specify: _____ Through the Prince Rupert Port Authority, the Federal Government holds numerous properties within the City of Prince Rupert's municipal boundaries _____



RECEIVED JUN - 6 2016

May 5, 2016

Ms. Sheri Young
Secretary of the Board
National Energy Board
517 - 10th Avenue SW
Calgary AB T2R 0A8

Dear Ms. Young:

**RE: Northern Gateway Pipelines Inc. ("Northern Gateway")
NEB File No.: OF-Fac-Oil-N304-2010-01 03
Northern Gateway Project ("Project")
Certificates OC-60 and OC-61 ("Certificates") issued June 18, 2014
Condition 2 Compliance Filing**

This letter is filed jointly by Northern Gateway and the four Stewards who represent the 31 First Nations and Métis owners of Northern Gateway. These First Nations and Métis owners are collectively known as the Aboriginal Equity Partners. As a matter of condition compliance pursuant to Condition 2 of the Certificates, we request that the National Energy Board ("NEB" or "Board") exercise its discretion to extend the time for commencement of construction from December 31, 2016 to December 31, 2019.

Prior Decisions Extending Time for Commencement of Construction

The Board has routinely extended the time for commencing construction set out in its orders and certificates. The common language used in such conditions makes the prescribed time subject to the prior direction of the Board, as is the case with Condition 2 of the Certificates which states:

Unless the NEB otherwise directs prior to 31 December 2016, the certificate will expire on 31 December 2016 unless construction of the pipeline or the Kitimat Terminal has commenced by that date.

This extension request is made as part of condition compliance and is not an application by Northern Gateway under section 21 of the *National Energy Board Act*. The Governor-in-Council has expressly given the Board the power to extend the date of the sunset clause on its own determination through a direction to Northern Gateway. Variation of the Certificates is not needed for this purpose.¹

¹ See NEB Letter Decision and amending Order AO-1-EC-III-26 dated July 2, 2009 approving an extension to Certificate EC-III-26 requested by Sea Breeze Victoria Converter Corporation ("Sea Breeze") for the Juan de Fuca Cable Project (NEB Filing No. A1K4G9). The recitals to this amending Order do not reference any Governor-in-Council approval having been sought for the extension. A search of the Canada Gazette and orders

Reasons justifying extensions directed by the Board have included: delay in obtaining approvals from other regulators;² judicial challenges to required approvals;³ and changes in market conditions affecting commercial arrangements.⁴ Northern Gateway and its Aboriginal Equity Partners have been confronted by all of these issues which have impacted their ability to commence construction by the end of 2016.

Delay in Obtaining Approvals from Other Regulators

In applying to the Board and obtaining the Certificates, Northern Gateway proceeded on the basis that an Environmental Assessment Certificate ("EAC") pursuant to the British Columbia *Environmental Assessment Act*⁵ was not required for the Project. In a recent decision of the British Columbia Supreme Court,⁶ a portion of the Equivalency Agreement between the Environmental Assessment Office of British Columbia ("BCEAO") and the NEB was declared to be invalid and was set aside to the extent that it purported to remove the need for an EAC.⁷ The Court held, however, that British Columbia must issue an EAC to Northern Gateway,⁸ but may be able to impose further environmental conditions in addition to those already included in the Certificates.⁹

Section 8(1) of the British Columbia *Environmental Assessment Act* prevents Northern Gateway from commencing construction until it receives its EAC from British Columbia. The BCEAO has ordered that Northern Gateway may not proceed with the Project without an environmental assessment certificate.¹⁰ In determining what if any conditions to include in Northern Gateway's EAC, the BCEAO will need to consult with potentially impacted Aboriginal groups in British Columbia. Northern Gateway and the Aboriginal Equity Partners expect that the consultation process and other required steps for issuing the EAC will not be completed until some point after December 31, 2016. In order to accommodate this unanticipated regulatory process and reconcile British Columbia's regulatory requirements with the Certificates, Northern Gateway requires a direction from the NEB extending the time for commencement of construction under the Certificates.

Judicial Challenges to the Certificates

The validity of the Certificates is being challenged in proceedings before the Federal Court of Appeal. All parties to those proceedings worked cooperatively to have these challenges heard in an efficient and relatively expeditious manner. These challenges were heard last October, and a decision from the Court of Appeal is still pending. We anticipate that one or more of the parties to the litigation might want to take the issue of the validity of the Certificates to the Supreme Court of Canada. If leave to appeal is granted, a decision from the Supreme Court of Canada would not likely be released until well after the expiration of the sunset date in Condition 2. In order to allow for a final resolution of these legal challenges, a direction from the NEB extending the time for commencement of construction under the Certificates is required.

in council for the period between Sea Breeze's request to the Board and the amending Order confirm that Governor-in-Council approval was not required by the Board for this extension.

² For example see NEB Filing Nos. A1J6Y7 and A1K4G9; A1E6U1 and A1F5Z2; A1I3L5, A1I3L6 and A1J2H6.

³ For example see NEB Filing Nos. A1Q8D3, A1Q8D4 and A1S1F7.

⁴ For example see NEB Filing Nos. A1I7D8, A1I9Q0 and A1I9Q1; A1R5A2 and A1R9X0; A1Y7I7 and A1Z8Q7. SBC 2002, c 43.

⁵ *Coastal First Nations v British Columbia (Environment)*, 2016 BCSC 34.

⁶ *Ibid* at para 68.

⁷ *Ibid* at para 55.

⁸ *Ibid* at para 71.

⁹ BCEAO Order dated April 8, 2016, *Environmental Assessment Act*, SBC 2002, c 43, s 10(1)(c) at p 2.

Impact of Market Uncertainty

The most common reason for the Board directing extensions of time for commencement of construction has been market uncertainty that has arisen following the issuance of pipeline approvals. In the case of Northern Gateway, shippers are entitled to know the outcome of any judicial challenges to the Certificates and the nature and extent of any provincial EAC conditions before making final commercial commitments through the execution of Transportation Service Agreements. Challenges to the validity of the Certificates create market uncertainty and warrant a direction from the NEB of further time for the commencement of construction.

Market uncertainty was also created by the federal government's recent proposal to implement some form of moratorium on crude oil tanker traffic off the north coast of British Columbia. The federal government has committed to undertake consultation with affected parties before proceeding with any such moratorium. Northern Gateway and the Aboriginal Equity Partners anticipate that this consultation will extend beyond the time for commencement of construction currently prescribed in Condition 2 of the Certificates. Before commencing construction, Northern Gateway, the Aboriginal Equity Partners and the shippers need to know whether the federal government will proceed with any moratorium, and if so, the nature and extent of such moratorium in order to assess its potential impact on the commercial viability of the Project. For this reason as well, Northern Gateway requires a direction from the NEB extending the time for commencement of construction under the Certificates.

First Nations and Métis Partnerships

Since the issuance of the Certificates, Northern Gateway's primary focus has been to build trust, engage in respectful dialogues and build meaningful partnerships with First Nations and Métis communities. First Nations and Métis people and communities are playing an important and increasingly central leadership role in the Project. The number of Aboriginal Equity Partner communities has grown from 26 to 31, and we continue to work towards further increasing First Nations and Métis ownership and governance of the Project. With First Nations and Métis ownership and direct input through the Aboriginal Equity Partners and other First Nations and Métis groups, Northern Gateway is improving and changing key aspects of the Project to address their concerns regarding environmental protection and long-term economic prosperity for generations of First Nations and Métis people.

Northern Gateway has made considerable progress over the past two years; however we have further work to do in building relationships with First Nations and Métis communities. Going forward, Northern Gateway, in conjunction with its Aboriginal Equity Partners and other First Nations and Métis communities, will continue to work in a collaborative manner regarding environmental stewardship and to significantly increase First Nations and Métis ownership and governance in, and economic benefits from, the Project. Through our dialogues with First Nations and Métis communities we have determined that we will be able to significantly increase the amount of economic benefits to be delivered to First Nations and Métis communities: from our earlier estimate of \$1 billion, we now expect that the total amount of First Nations and Métis economic benefits will equal \$2 billion.

The Continuing Need for Northern Gateway

The Project was found to be needed and in the public interest after one of the longest and most extensive science-based environmental and regulatory reviews in Canadian history that was initiated in 2005 and concluded in 2014 with the issuance of the Certificates. The review process was essentially unaffected by the 2012 changes to federal environmental legislation, including those to the *Canadian Environmental*

Assessment Act, which made significant changes to the project scoping and assessment process. Participation in the review process by the public and Aboriginal peoples was facilitated to enable them to convey their views on the Project to the Joint Review Panel ("JRP") by various means. In the oral public hearing process, several options were made available to anyone wishing to participate, including letters of comment, oral statements, intervenor status and government participant status. The review process included 180 days of oral hearings before the JRP, which included both community hearings (for oral evidence and oral statements) in locations along the proposed pipeline route, in the vicinity of the proposed Kitimat Terminal and along the marine transportation routes; and final hearings (for oral cross-examination and final arguments) in Edmonton, Alberta, Prince George, Prince Rupert, and Terrace, British Columbia.¹¹

The need for Northern Gateway has not diminished with the passage of time. In fact, it has grown since the issuance of the Certificates. At that time, restricted market access and reliance on the United States as Canada's only market was contributing to significant price discounting of western Canadian crude oil. This price discounting has persisted with no prospect of abatement without high volume pipeline capacity to tidewater off the west coast of Canada.

When Northern Gateway was approved, it was assumed that price discounting would, in part, be alleviated through the construction of the Keystone XL project, with a capacity of approximately 870,000 bbls/d. Following the rejection of the Keystone XL project by the United States, it is uncertain how much additional pipeline capacity to the United States will be afforded to Canadian oil producers. Since then, a 40-year-old ban on exporting United States crude oil was lifted. This afforded producers in the United States the opportunity to freely export crude oil overseas, just weeks after lifting the ban, using pipeline infrastructure constructed during that country's shale oil drilling boom.

The recent dramatic drop in oil prices has further compounded the need for the Project in at least two ways. First, the absolute value of discounting has remained relatively constant through the decline of oil prices, resulting in the price of Western Canadian Select crude oil being even more substantially discounted over the past several months. Price discounting is leaving Canadian producers with netbacks that in some cases may not cover production costs. This is not only affecting future production, but it jeopardizes existing Canadian oil production, and impacts federal and provincial tax revenues.

The second reason the need for Northern Gateway has increased is that the sharp drop in oil prices has significantly impacted investment and employment across Canada and particularly in western Canada. The Project represents a three-year multibillion dollar private infrastructure investment which will proceed once the commercial and legal uncertainties described above are addressed.

As was stated during the regulatory review, the value of the Project is not that it creates incremental pipeline capacity for western Canadian crude oil supply, rather that it would enable western Canadian crude oil to reach new markets, maximizing pricing benefits to western Canadian oil producers and governments. This value has not diminished as indicated by the continued strong support of the market opportunity to be provided by the Project.

¹¹ For more information about public and Aboriginal participation in the review process, see *Considerations, Report of the Joint Review Panel for the Enbridge Northern Gateway Project*, Volume 2 at pp 22-23, 400-402, and 411-416 (19 December 2013), online NEB <<https://docs.neb-one.gc.ca/ll-eng/llisapi.dll?func=ll&objId=2396699&objAction=browse>>.

Project Support

Northern Gateway continues to have strong support from its industry funding participants who remain committed to the Project. To date, approximately \$630 million has been spent advancing the Project. Since Project approval, over \$100 million has been spent on condition compliance and building support from First Nations and Métis groups. Northern Gateway has the support of over 70% of the First Nations and Métis groups along the right-of-way, constituting over 80% of the potentially affected Aboriginal population along the right-of-way. Northern Gateway earned this support by offering First Nations and Métis groups opportunities to not only own the Project, but also to participate in its governance, construction and operation. Northern Gateway's approach to providing these opportunities was characterized by the JRP as ground breaking.

Condition Compliance

Northern Gateway is in compliance with all relevant conditions in its approval.¹² The 209 Conditions imposed by the Board, and the list of Project commitments that currently stands at 456,¹³ ensure that the Certificates will remain current. In addition to 26 conditions that are overarching in nature, there are 104 pre-construction conditions that must be satisfied prior to commencing construction. Many of these conditions relate to environmental and socio-economic matters, and will provide the NEB with updated information prior to construction. Northern Gateway has also committed to conduct additional pre-construction environmental studies (e.g. heritage field studies, harvest studies, wetland surveys, marine habitat surveys, and marine mammal density surveys) which will further augment the information provided to the NEB. There have been no changes in environmental conditions or circumstances that need to be addressed as the result of extending the time for commencement of construction. Through meeting its conditions and commitments, Northern Gateway will ensure that the environmental assessment undertaken for the Project will remain current, not only through construction, but for the life of Project operations.

Conclusions

Northern Gateway and its Aboriginal Equity Partners submit that an extension to the time for commencement of construction is warranted. The Project now requires an approval from the Province of British Columbia that was not anticipated at the time of issuance of the Certificates. Further, despite the best efforts of all parties, judicial determination of the validity of the Certificates remains outstanding and could be the subject of one further and final appeal to the Supreme Court of Canada. The potential existence, nature and extent of a tanker moratorium needs to be resolved so that the shippers can evaluate its potential impact on the commercial viability of the Project. Commercial certainty is required to facilitate commencement of construction, but cannot be achieved pending resolution of these outstanding issues.

The Aboriginal Equity Partners and other groups are bringing significant changes to the approach being taken to environmental protection and Aboriginal ownership and management of the Project. Should an extension be granted, this time will be used to continue the development of a new and unprecedented level of Aboriginal participation in the Project, which will result in shared ownership, control, and governance of the Project between the Aboriginal Equity Partners, Northern Gateway, and the shippers.

¹² For all of Northern Gateway's compliance filings and related correspondence, see online: NEB <<https://docs.neb-one.gc.ca/ll-eng/llisapi.dll?func=ll&objId=2398286&objAction=browse&viewType=1>>.


¹³ NEB Filing Nos. A4D0J9 and A4D0K0.

We intend to proceed with the Project as soon as possible following the resolution of the above noted legal and commercial uncertainties. We do not expect these issues to be fully resolved until well after the expiration of the time for commencement of construction currently prescribed in Condition 2 of the Certificates. Once these issues are resolved, we will need to satisfy the pre-construction conditions and to advance detailed engineering studies. Taking all of these factors into account, we submit that a three year extension is justified by the circumstances.

Yours truly,


NORTHERN GATEWAY PIPELINES INC.

ABORIGINAL EQUITY PARTNERS




 John Carruthers
 President

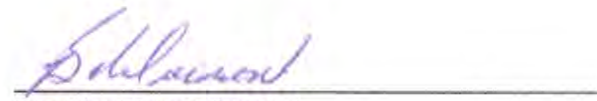
per



 Chief Elmer Derrick
 AEP Steward
 Gitxsan Nation Hereditary Chief



 President David MacPhee
 AEP Steward
 Aseniwuche Winewak Nation



 President Bruce Dumont
 AEP Steward
 Métis Nation British Columbia



 Councillor Elmer Ghostkeeper, B.A., M.A.
 AEP Steward
 Buffalo Lake Métis Settlement

National Energy
Board



Office national
de l'énergie

File OF-Fac-Oil-N304-2010-01 03

25 May 2016

RECEIVED JUN - 6 2016

Mr. John Carruthers
President
Northern Gateway Pipelines Inc.
3000, 425 – 1st Street SW
Calgary, AB T2P 3L8
Facsimile 403-367-2186

Dear Mr. Carruthers:

**Northern Gateway Pipelines Inc. (Northern Gateway)
and Aboriginal Equity Partners (AEP)
Enbridge Northern Gateway Project (Project)
Sunset Clause Extension Request for Certificates OC-060 and OC-061 (Certificates)**

The National Energy Board (NEB or Board) is in receipt of the request from Northern Gateway and the AEP dated 6 May 2016 for a three-year extension of the sunset clauses in Northern Gateway's Certificates authorizing the Project. If the request were approved, the Certificates would expire on 31 December 2019, unless construction of the project had commenced by that date.

Northern Gateway and AEP made their request as part of condition compliance and not as an application under section 21 of the *National Energy Board Act* (NEB Act) to vary the Certificates. If the Board were to consider the request in this manner, Governor in Council (GIC) approval would not be required. The Board is not persuaded to consider this request under the condition compliance process.

Condition 2 of each of the Certificates states "Unless the Board otherwise directs prior to 31 December 2016, the Certificate will expire on 31 December 2016, unless construction of the pipeline or the Kitimat Terminal has commenced by that date." The length of the requested extensions is not minor and there is adequate time to consider it and allow the variance that the Board may approve, if any, to be referred to GIC for approval.

In view of the above, the Board will consider the request as an application to vary the Certificates pursuant to section 21 of the NEB Act. If the Board grants the variance requested, it will not be effective until approved by GIC.

.../2

Prior to making any decisions on the request, the Board has decided to solicit public comments on the following question:

What issues and information should the Board consider in deciding on the request?

Northern Gateway and AEP have provided reasons for making the request. The Board would be interested in hearing comments on those reasons, whether other issues should also be considered, and if additional information should be required. Interested parties are encouraged to provide any information that they recommend the Board consider in deciding on the request.

The Joint Review Panel for the project found that the Project is in the public interest after the OH-4-2011 hearing. The Board does not intend to rehear issues that the Joint Review Panel already has decided.

The Board will accept public comments until **27 June 2016**. The Board will allow Northern Gateway and AEP to submit reply comments by **18 July 2016**.

No application to participate is required. Comments may be submitted by electronic submission (e-file), fax, or mail. Email is not a valid method of submitting comments to the Board. Please note that the Board will not accept late submissions or form letters.

To e-file a submission, follow the e-file link on NEB Project webpage, which is accessible from the main NEB website (www.neb-one.gc.ca).

Mail or fax letters to:

Secretary to the Board
National Energy Board
517 Tenth Avenue S.W.
Calgary, Alberta T2R 0A8

Fax: 403-292-5503 or toll free fax at 1-877-288-8803.

The Board directs Northern Gateway use reasonable efforts to provide a copy of this letter, by email or other means, to all those who have expressed an interest in being informed about the project on an ongoing basis, including all Intervenor from the OH-4-2011 proceeding. The Board further directs Northern Gateway to file a list of the persons and groups that have been contacted to the NEB e-filing system by 17 June 2016.

The Board further directs Northern Gateway to publish this Notice for Comment in the following publications:

- Edmonton Journal
- Prince George Citizen
- The Northern Connector
- Vancouver Sun
- Le Franco (in French)
- La Source (in French)
- Windspeaker

Yours truly,

Original signed by L. George for

Sheri Young
Secretary of the Board

Further to our previous *Letter to Communities* along the project route, on May 6, 2016 Northern Gateway Pipelines (Northern Gateway) and the Aboriginal Equity Partners (AEP) filed a request for a three year extension to the Project's sunset clause with the National Energy Board (NEB). This extension, if granted, will allow the time needed to receive clarity on outstanding regulatory and legal issues, and to continue the process of building respectful dialogues and meaningful partnerships with First Nations and Métis communities and stakeholders along the Project route. The NEB has now established a process to receive public input on the extension request. This letter provides the details of how you can submit your input to the NEB.

What is a sunset clause?

A sunset clause is a condition that is placed on most regulated major projects in Canada. It identifies a date when construction is required to start by to ensure that the facts presented during the regulatory proceedings remain current and relevant. If the project does not start by such date, the "sun will set" on the certificate and the project will no longer be able to proceed unless an extension is granted.

Condition #2 of 209 for the Northern Gateway project states:

"Unless the [National Energy Board] otherwise directs prior to 31 December 2016, the certificate will expire on 31 December 2016 unless construction of the pipeline or the Kitimat Terminal has commenced by that date."

Northern Gateway with the Aboriginal Equity Partners has requested to extend the time for commencement of construction from December 31, 2016 to December 31, 2019. A copy of the Northern Gateway/AEP extension request letter is included with this letter.

How you can participate

The NEB process for public input is an important opportunity to make your views known about the project's application for an extension. The NEB has asked for public comments on the following question:

What issues and information should the Board consider in deciding on the request?

The Board will accept public comments until June 27th, 2016. Your comments may be submitted by electronic submission (e-file), fax, or mail. Email and form letters are not a valid method of submitting comments to the Board;

The full letter from the National Energy Board dated May 25, 2016, is enclosed with this letter and can be found here: <https://docs.neb-one.gc.ca/ll-eng/llisapi.dll?func=ll&objId=2982478&objAction=browse>

To e-file a submission, follow the e-file link on the NEB Project webpage, which is accessible from the main NEB website (www.neb-one.gc.ca).

Alternatively, you can mail or fax letters to:

**Secretary to the Board
National Energy Board
517 Tenth Avenue S.W.
Calgary, Alberta T2R 0A8
Toll free fax at 1-877-288-8803;**

Reasons for the extension

We are applying for an extension for the following reasons:

- We want to take the time to continue to build trust, engage in respectful dialogues and build meaningful partnerships with First Nations and Métis communities. Northern Gateway believes that projects like ours should be built with First Nations and Métis environmental stewardship, ownership, support and shared control;
- There are outstanding legal and regulatory matters that will not be resolved until after the expiration of the sunset clause;
- Market uncertainty remains. The companies who will use the Northern Gateway pipeline to ship their products to tidewater need to know the outcome of these legal challenges before making final commercial commitments; and
- All of Canada will benefit from Northern Gateway. The project will provide a badly-needed multibillion dollar private infrastructure investment in Canada's future.

For more information, enclosed is a copy of the extension request letter jointly signed by Northern Gateway and the AEP stewards that was submitted on May 6, 2016 to the National Energy Board.

Why should I support Northern Gateway?

Northern Gateway will provide jobs and investment of critical importance for the First Nations and Métis communities that make up Aboriginal Equity Partners, for local communities along the project route, and will contribute substantially to Canada's economy.

Northern Gateway will provide:

- 4,000 construction jobs and 1,000 long term jobs;
- Contribute \$98 billion in total tax revenue to local, provincial, and federal governments over the economic life of the project;
- Access new markets for Canadian resources.

The Project will create benefits for local northern communities:

- Spend \$2 billion in local communities on procurement;
- Estimated additional \$3 million in sustainable local community investment per year;

#103 1600 15th Avenue
Prince George, BC V2L 3X3

gatewayfacts.ca aepowners.ca

Phone: 1-888-434-0533
info@northerngateway.ca



- Training and educational opportunities.

A new kind of partnership

Northern Gateway will be a true partnership with First Nations and Métis communities. Based on ongoing collaboration with First Nations and Métis peoples, we are building a project partnership in a way and on a scale that has never been done before. Northern Gateway is proud to have made the following changes:

- First Nations and Métis environmental stewardship and monitoring using traditional science;
- Shared ownership and control with First Nations and Métis communities which will see Enbridge and producers reduce their ownership in order to increase total available First Nation and Métis ownership from 10% to up to 33%;
- A joint governance structure where Project proponents, First Nations and Metis owners and Enbridge have an equal voice;
- Enhanced benefits- doubling from \$1 billion to \$2 billion for First Nations and Métis communities;
- Northern Gateway is seeking to jointly design with coastal First Nations and governments a global best practice spill response capacity that reflects the unique nature of British Columbia's North Coast making it safer for all vessels.

Ensure your voice is heard

The public comment period as established by the NEB closing on June 27th, it's important that you provide your input on the project's request for an extension.

What happens next?

If the NEB grants Northern Gateway's request, it will not be effective until approved by Governor In Council or GIC (meaning approval of the Federal Cabinet). We are committed to informing you throughout this process. Please do not hesitate to contact us if you have any questions

For additional information

You can find additional information on Northern Gateway at: <http://www.gatewayfacts.ca/>.

Further information on the Aboriginal Equity Partners can be found at: <http://www.aepowners.ca>.

Yours truly,

Northern Gateway Pipelines Inc.

Aboriginal Equity Partners

Enclosure: NEB procedural Notice

NEB Extension Letter

#103 1600 15th Avenue
Prince George, BC V2L 3X3

Phone: 1-888-434-0533

info@northerngateway.ca

gatewayfacts.ca

aepowners.ca



June 8, 2016

Dear Mayors and Regional District Chairs:

It is my pleasure to write to you regarding scheduling appointments at the upcoming annual UBCM Convention taking place in Victoria, September 26 to 30, 2016.

You will have recently received a letter from the Honourable Christy Clark, Premier, containing information about the online process for requesting a meeting with Premier Clark and other Cabinet Ministers. I am pleased to provide you with information regarding the process for requesting a meeting with me, as well as with provincial government, agency, commission and corporation staff.

If you would like to meet with me at the Convention, please complete the online form available as of **June 13, 2016**, at: [CSCD Minister's Meeting](#) and submit it to the Ministry of Community, Sport and Cultural Development before **August 12, 2016**. Meeting arrangements will be confirmed by early September. I will do my best to accommodate as many meeting requests as possible.

To get the most out of your delegation's meeting, it would be helpful if once you make your meeting request, you could provide a one to one and one-half page summary of the matter(s) to be discussed (a template will be provided online). 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. In the event I am unable to meet with you, arrangements may be made for a meeting post-Convention.

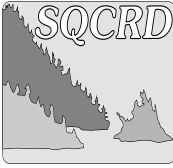
Ministry staff will email the provincial appointment book. This lists all government, agency, commission and corporation staff available to meet with delegates at the Convention, as well as details on how to request a meeting online.

I look forward to my second Convention as Minister responsible for local government and meeting with many of you and hearing about your priorities in the year ahead.

Sincerely,

Peter Fassbender
Minister

pc: The Honourable Christy Clark, Premier
Mr. Al Richmond, President, Union of British Columbia Municipalities



STAFF MEMORANDUM

DATE: June 17, 2016
TO: D. Chapman, Chief Administrative Officer
FROM: D. Fish, Deputy Corporate Officer
SUBJECT: 2015 Grant Writing Activities

BACKGROUND:

At its Regular meeting held May 27, 2016, the Board of the Skeena-Queen Charlotte Regional District (SQCRD) requested to see statistical information pertaining to grant writing activities undertaken by the SQCRD in 2015.

PURPOSE:

The purpose of this memorandum is to provide statistical information pertaining to the SQCRD's 2015 grant writing activities.

DISCUSSION:

In 2015, a service contract for a grant writing position was reached in March, with confirmation of support funding from Northern Development Initiative Trust's (NDIT) Grant Writing Support program being received in February.

Throughout 2015, the grant writer provided support in completing all SQCRD grant funding applications, as well as support to a number of other SQCRD affiliated organizations in their grant funding initiatives.

A summary of 2015 grant writing activities have been summarized below:

Project	Agency	Funding Agency	Total Project Value	Funding Request	Funding Awarded
Corporate Branding	SQCRD	NDIT	\$42,000	\$12,000	\$12,000
Recycling Depot Asset Management	SQCRD	NDIT	\$83,683	\$60,000	\$60,000
Recycling Depot Asset Management	SQCRD	UBCM – Asset Management	\$83,638	\$10,000	Withdrawn
Recycling Depot Asset Management	SQCRD	UBCM – Strategic Priorities Fund	\$83,638	\$18,489	\$18,489
Roof Replacement	Haida Gwaii Museum	Western Economic Diversification	\$180,200	\$90,100	\$90,100
Roof Replacement	Haida Gwaii Museum	NDIT	\$180,200	\$47,250	-
Grant Writing Support 2016	SQCRD	NDIT	\$12,000	\$8,000	\$8,000*
Economic Development Capacity Building	SQCRD	NDIT	\$50,000	\$50,000	\$50,000*
Professional Development	SQCRD	UBCM	\$5,000	\$400	\$400
Community Land Use Planning Project	SQCRD	NDIT	\$150,000	\$80,000	\$80,000
			\$870,359.00	\$376,239.00	\$318,989

*Funding has been approved; funding amount may vary dependent on eligible expenditures.

Further to those projects listed above, the grant writer did provide assistance to the Old Massett Village Council for its community hall project, as well as the Oona River Community Association in securing grant funding for its community hall universal access project, which will continue into 2016.



Crown Land Tenure Application

Tracking Number: 100165538

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

REFERRAL / PUBLIC COMMENT CONTACT INFORMATION

Company / Organization: Haida Tourism Limited Partnership
Contact Name: Morey Maslak
Contact Address: 4980 Cowley Crescent
Richmond BC V7B 1C1
Contact Phone: 604-278-3130
Contact Email: mmaslak@westcoastresorts.com

APPLICANT COMPANY / ORGANIZATION CONTACT INFORMATION

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

Name: Haida Tourism Limited Partnership
Doing Business As:
Phone: 604-278-3130
Fax:
Email: info@westcoastresorts.com
BC Incorporation Number: 827846304
Extra Provincial Inc. No:
Society Number:
GST Registration Number:
Contact Name: Jeff Mosher
Mailing Address: 4980 Cowley Crescent
Richmond BC V7B 1C1

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: Jeff@Taanforest.com
Contact Name: Jeff Mosher

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? No

ALL SEASONS RESORTS

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

Are you applying within an alpine ski resort? No

WHAT IS YOUR INTENDED USE OF CROWN LAND?

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

If you wish to use Crown land for a Short Term, low impact activity YOU MAY NOT NEED TO APPLY for a tenure as you may be authorized under the Permissions policy. To determine if your use is permissible under the Land Act please refer to the Land Use Policy - Permissions

If your purpose can not be found in the list or if your intended use or term does not meet the terms and conditions of the policy, please contact FrontCounter BC.

Purpose	Tenure	Period
Adventure Tourism	Lease	Two to five years
Guided Saltwater Recreation		

ACCESS TO CROWN LAND

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

By Air - Helicopter or Sea Plane
By Water - Boat

ADVENTURE TOURISM

Adventure Tourism applies to tourism operators who provide outdoor recreation activities for a fee or other form of compensation. For more information visit the website.

Specific Purpose: Guided Saltwater Recreation
Period: Two to five years
Tenure: Lease

TOTAL APPLICATION AREA

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

Please specify the area: 18.9 hectares

MECHANIZED / NON-MECHANIZED

Mechanized Activity means guided AT activities where mechanized or motorized transport of clients (e.g., helicopters, snowmobiles, All Terrain Vehicles, etc.) is an integral part of the recreation experience offered to the clients. Motorized use includes vessels that use power as an integral part of the guided operation. Vessels that use motorized propulsion only intermittently for control or safety purposes are considered non-mechanized (e.g. whitewater rafting). In addition, where a vessel simply provides a transport service to and from a kayak operation it will be considered a non-motorized activity.

Does your operation include motorized / mechanized activities? No

GUIDE OUTFITTER (COMMERCIAL HUNTING GUIDES)

Any improvements on Crown land for the purpose of guide outfitting must be approved and tenured under this program (e.g. lodges, cabins, camps).

Is your application related to a guide outfitting operation? No

ANGLING GUIDE

Any improvements on Crown land for the purpose of guided angling must be approved and tenured under this program (e.g. lodges, cabins, camps).

Is your application related to an Angling guide operation? No

ALL SEASONS RESORT

If your activities include more than one million dollars in Recreational Infrastructure and more than 100 Commercial Bed Units, your activities may fall under the All Seasons Resort Policy.

Are you applying to build an all season resort as defined under the All Seasons Resort Policy, including more than one million dollars in Recreational Infrastructure and more than 100 Commercial Bed Units? No

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

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
Overview map of location	Foreshore_Lease_75000.pdf	Adventure Tourism

ATTACHED DOCUMENTS

Document Type	Description	Filename
---------------	-------------	----------

General Location Map	Overview map	Foreshore_Lease_75000.pdf
Management Plan	Management Plan	Peel Inlet Management Plan-...
Other	KML of application area	WCR Peel Point.kml
Other	Ortho map	Foreshore_Lease_2500_Ortho.pdf
Site Map	Site Map	Foreshore_Lease_2500.pdf

PRIVACY DECLARATION

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

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.

APPLICATION FEES

Item	Amount	Taxes	Total	Outstanding Balance
Crown Land Tenure Application Fee	\$250.00	GST @ 5%: \$12.50	\$262.50	\$0.00

OFFICE

Office to submit application to: Haida Gwaii

PROJECT INFORMATION

Is this application for an activity or project which requires more than one natural resource authorization from the Province of BC? No

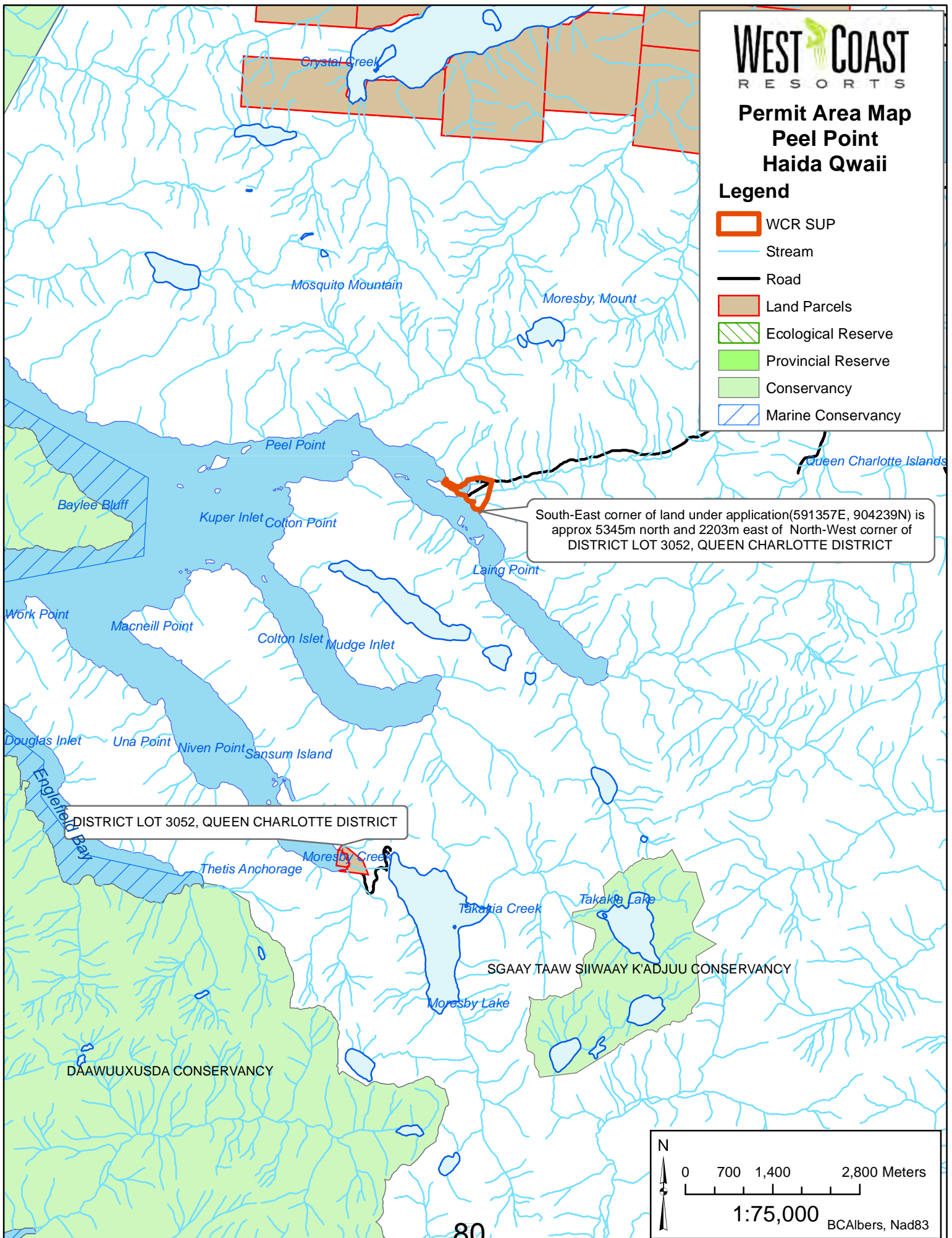
OFFICE USE ONLY

Office Haida Gwaii	File Number	Project Number
	Disposition ID	Client Number

Permit Area Map Peel Point Haida Qwaii

Legend

-  WCR SUP
-  Stream
-  Road
-  Land Parcels
-  Ecological Reserve
-  Provincial Reserve
-  Conservancy
-  Marine Conservancy



Permit Area Map
Peel Point
Haida Qwaii

Legend

WCR SUP

BASE_Streams

Type

Type 1 Stream

Type 2 Stream

Upland Stream

Upland Stream, Gully

Non-Classified Drainage

Unknown

Fish Sensitive Feature

Road

Ocean

All streams and stream classifications are based on TRM data and considered inaccurate

Generator and water facility

Main Lodge

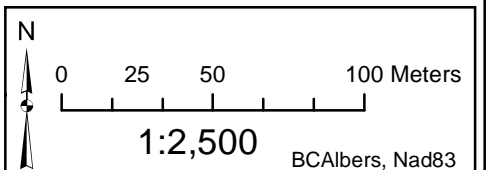
Docks

Staff accommodations

Septic tanks and field

Heli pad

Moresby Road



Management Plan

Please describe the details of your project to the extent known. Consult the guidance document for further information on regulatory requirements, rational for why the information is required, and how to find required information.

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

Information on these topics may be required as part of the application processing and if further detail is necessary that is not part of the application and management plan received, you will be contacted and requested to provide additional information. In some circumstances, the use of a qualified professional to complete the plan may be required.

1.0 Background

1.1 Project Overview

Describe project for which authorization is requested, including construction and/or phased development details:

The potential project will be for a land based lodge providing a diversity of experiences including sport fishing, cultural tourism, and Eco-tourism. Due to the expected standards of customer base and ownership of Haida Tourism LP, the lodge will employ the highest of standards of environmental practices with minimized footprints.

The resort is planned to be operational for up to 60 guests between April 15 and September 15 annually. Off season the facility is planned for use for educational purposes and/or other adventure Eco-tourism activities such as storm watching. The resort would include a 30 room lodge style facility with rooms, main kitchen, dinning facility and great room over looking Peel Inlet. Potential for some individual cottage style guest rooms are also being considered in addition to the lodge. A separate 20 room staff house would also be constructed for staff accommodation including a central kitchen and lounge area. The staff facility would also be used as accommodations for educational groups during the off season.

A dock will be constructed to support the charter boats and float planes as well as support barges bringing in fuel, food and supplies. A heli-pad, will be utilized to fly guests to and from airport as well as for smaller supplies that can be flown in . Septic field and septic storage tanks will be required, fresh water/ water treatment for drinking and potentially a back-up generating station will be required.

1.2 Investigative Work

If any preliminary investigative work has been carried out, with or without an investigative authorization, provide details on work completed, incomplete or on-going from previous term.



Activity	Brief Description of Activity	Status (e.g. Complete, incomplete, ongoing)	Comments / Milestones
None to date			
Add Row			

1.3 Confirmation of Safety Plan

Your Project must meet the [Occupational Health and Safety \(OHS\) criteria](#) set out by WorkSafe BC. Does your Project meet these criteria?

☒ Yes ☐ No

5.2.3 First Nations Consultation

Describe any contact you may have had, including the name of the First Nation(s) and representatives contacted.



No formal consultation has occurred with the Council of Haida Nation.

Haico, (Haida Corporation) is the parent company to Haida Tourism LP. Haico share holders are the Haida People. A minimum of 51% of the Board of Directors of Haico must be Haida allowing the Haida Nation to effectively control the operations and direction of Haico and therefore Haida Tourism LP.

2.0 Location

2.1 Description

Provide a general description of the location of the project:



Generally located within the inlets on the West side of Moresby Island on Haida Gwaii, the proposed location is 5,345m north and 2,203m east of the north west corner of district Lot3053 in the Queen Charlotte District. The site is located at the end of Peel Inlet road within a sheltered bay about 1/3 rd down Peel Inlet on the north-east Side. The site has been previously cleared and is now covered with red alder.

Choosing location of facilities will be based on land features such as streams, unstable ground, dock locations, water depth. Should additional investigation be necessary at a later date a permit amendment will be requested to allow for more in-depth investigation.

2.2 Location Justification

Provide your reasons/justification of the need for this type of project at this location:



The potential site is for a land based adventure fishing lodge. Peel Inlet is a protected inlet from the harsh West Coast but is located close enough to the West Coast for prime fishing areas and Eco-tourism activities. This portion of Peel Inlet is outside any conservancy and park area. The location of the project is also previously developed as a marshaling area for the hydro electric station at Moresby Lake (There is currently no land tenure over this area). Out buildings currently exist on site, the site has been previously altered for construction sites, a road currently leads to the site from Moresby Road at the head of Cumshewa Inlet, tying this area to supply centers at Sandspit and Graham Island and opportunity to tie into the power grid via Atlantic Power's power line grid near the site.

2.3 Seasonal Expectations of Use

When will the Project require use of the land? Include information on key works during construction phases as well as operations phase. Please reference [reduced risk fish windows](#) as required by DFO:



Project Phase (Construction / Operations)	Brief Description of Activity / Works	Season
Reconnaissance and Surveying	Surveying	Summer
Add Row		

3.0 Infrastructure and Improvements

3.1 New Facilities and Infrastructure

Detail any new facilities, infrastructure or processes proposed and any ancillary uses. Provide details of planned construction methods and materials, and construction scheduling.

Facility/Infrastructure/Process	Construction Methods/Materials	Construction Schedule
None		
Add Field		

3.2 Access

Identify existing and proposed roads used for access and their use by season. Include any proposed connections to public or Forest Service Roads; traffic information including volume of traffic during construction/operation and phase or season that the traffic is expected:



Roadway/Proposed Connection	Existing/Proposed	Existing Road Classification	Road Permittee Information and Road Use Agreements	Traffic Volume		Mitigation of Traffic Effects
				Construction Phase	Operations Phase	
None						
Add Field						

3.3 Utility Requirements and Sources

Describe utility requirements and sources, include agreements in place or underway allowing access to utilities.



None

3.4 Water Supply

Identify water requirements for construction and operation phases (e.g. surface water and/or groundwater), including sources, location, volume and a general description of infrastructure planned to meet water supply requirements, include any agreements outside of Water Act Authorizations identified above (Section I, Authorizations, Permits or Approvals), such as Municipal water supply.

Project Phase (Construction/ Operation)	Water Requirement (e.g. Surface water or ground water, etc)	Source/location	Volume	Infrastructure Description	Agreements
None					
Add Field					

3.5 Waste Collection Treatment and Disposal

Identify water requirements for construction and operation phases (e.g. surface water and/or groundwater), including:



Project Phase (Construction/ Operation)	Water Requirement (e.g. Surface water or ground water, etc)	Source/location	Volume	Infrastructure Description	Agreements
None					
Add Field					

4.0 Environmental

Describe any significant impacts and proposed mitigation for the following environmental classes:

4.1 Land Impacts

4.1.1 Vegetation Removal

Is any timber removal required?

☒ Yes ☐ No

Are any areas of vegetation to be cleared, outside of timber removal?

☐ Yes ☒ No

4.1.2 Soil Disturbance

Will there be any areas of soil disturbance, including clearing, grubbing, excavation and levelling?

☐ Yes ☒ No

Is the area to be excavated a Brownfield site or has the potential to be contaminated?

☐ Yes ☒ No

Is there potential for disturbance of archaeological, paleontological fossils or historical artifacts?

☐ Yes ☒ No

4.1.3 Riparian Encroachment

Will any works be completed within or adjacent to the riparian zone of any water body?

☐ Yes ☒ No



4.1.4 Pesticides and Herbicides

Will there be any use of pesticides or herbicides during construction, operations and/or maintenance?

☐ Yes ☒ No

4.1.5 Visual Impacts

Will there be any adverse effects of the projects, and any potential adverse effects on sight lines to the project area from surrounding areas likely to be used for scenic viewing by residents or other users?

☐ Yes ☒ No

4.1.6 Archaeological Sites

Are there any known or high potential (Arch Procedure) archaeological sites within the project area?

☐ Yes ☒ No

Have you conducted an AIA or engaged an archaeologist to assist with your investigations?

☐ Yes ☒ No

4.1.7 Construction Methods and Materials

Identify the types of construction materials, the methods used, their impacts, and any mitigations:

Construction Material/Method	Impacts	Mitigations
None		
Add Field		

4.2 Atmospheric Impacts

4.2.1 Sound, Odor, Gas or Fuel Emissions

Will the project construction or operation cause any of the following to disturb wildlife or nearby residents:

[\(Best management practices for sound\)](#)

Sound? ☐ Yes ☒ No

Odor? ☐ Yes ☒ No

Gas? ☐ Yes ☒ No

Fuel Emissions? ☐ Yes ☒ No

4.3 Water or Land Covered by Water Impacts

4.3.1 Drainage Effects

Will the project result in changes to land drainage?

☐ Yes ☒ No

4.3.2 Public Access

Will the project result in changes to public access?

☐ Yes ☒ No

4.3.3 Flood Potential

Will the project result in a potential for flooding?

☐ Yes ☒ No

4.4 Fish and Wildlife Habitat Impacts

4.4.1 Disturbance to Wildlife and Wildlife Habitat

Will the project result in adverse effects to wildlife or wildlife habitat?

[\(BC Wildlife Act\)](#)

☐ Yes ☒ No

Will the project (construction or operations phase) occur in and around streams, lakes, estuarine or marine environments?

☐ Yes ☒ No

Is the project (construction or operations phase) likely to increase erosion or sedimentation?

☐ Yes ☐ No

Will the project (construction or operations phase) require water diversion?

☐ Yes ☒ No

Will the project threaten or endanger species at risk in the area?

[Species At Risk Act](#)

☐ Yes ☒ No

5.0 Socio-Community

5.1 Land Use

Describe the current community setting on or near the project area, including the location of non-aboriginal and aboriginal communities or known use areas.

The closest community is Sandspit. This area is currently inaccessible by road to the community.

5.1.1 Land Management Plans and Regional Growth Strategies

Are there any land and resource management plans, coastal plans, provincial, regional growth strategies or local government plans with zoning, or management policies or use restrictions in place that could limit or preclude your proposed use of the land? (Please refer to the [Union of BC Municipalities \(UBCM\)](#), and check the websites of the municipality, regional district or other organization with jurisdiction including your project area.)

☒ Yes ☐ No

Please list:

Strategic Land Use Plan - Haida Gwaii Land Use Objectives Order

5.2 Socio-Community Conditions

5.2.1 Adjacent Users or Communities

Is the project likely to restrict public access, or the ability, or the ability of adjacent land owners or tenure holder to access their property or tenures?

☐ Yes ☒ No

5.2.2 Existing Services

Provide a description any increased demand on fire protection and other health facilities and emergency services arising from your Project, including proposed management or mitigation measures.



None

END OF FORM