



**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT
REGULAR BOARD MEETING AGENDA**
Held at 344 2nd Avenue West, Prince Rupert, B.C.
Friday, June 19, 2015 immediately following the Skeena-Queen
Charlotte Regional Hospital District Regular Meeting

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

3.1	Minutes of the Regular Meeting of the Skeena-Queen Charlotte Regional District Board held May 22, 2015	Pg 1-11
3.2	<p>Rise and Report – May 22, 2015 <i>(to be read by Chair – no motion required)</i></p> <p>MOVED by Director Franzen, SECONDED by Director Gould, that the staff report entitled “Islands Solid Waste Service Agreements” be received;</p> <p>AND THAT staff be authorized to sign and enter into a one-year agreement, dated April 1, 2015, with the Old Massett Village Council for the provision of Solid Waste Services.</p> <p>IC064-2015 CARRIED</p> <p>MOVED by Director Beldessi, SECONDED by Director Racz, that staff be authorized to sign and enter into a one-year agreement, dated April 1, 2015, with the Skidegate Band Council for the provision of Solid Waste Services.</p> <p>IC065-2015 CARRIED</p> <p>MOVED by Director Franzen, SECONDED by Director Kinney, that the staff report entitled “Northern Savings Credit Union CUETS Account Administrator” be received;</p> <p>AND THAT Karen Mellor be authorized as the Skeena-Queen Charlotte Regional District’s Northern Savings Credit Union CUETS Account Administrator.</p> <p>IC067-2015 CARRIED</p> <p>MOVED by Director Gould, SECONDED by Director Martin, that the verbal report from Director Nobels in regard to a June 3rd meeting with the Honourable Mary Polak be received;</p> <p>AND THAT the Board sanction Director Des Nobels attending a June 3rd, 2015 meeting with Honourable Mary Polak, Minister of Environment, to discuss marine safety and emergency response issues.</p> <p>IC071-2015 CARRIED</p>	Verbal

4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

4.1	Minutes of the Regular Meeting of the Moresby Island Management Standing Committee held April 13, 2015	Pg 12-14
4.2	Minutes of the Annual General Meeting of the Haida Gwaii Regional Recreation Commission held May 14, 2015	Pg 15-17

5. DELEGATIONS

5.1	Steve Kietzmann, Senior Accountant, Carlyle Shepherd & Co. – Presentation of the Audited Financial Statements for the Period Ending December 31, 2014	Verbal
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6. FINANCE

6.1	J. Musgrave, Administrative Assistant – Cheques Payable over \$5,000 for May, 2015	Pg 18
6.2	D. Fish, Deputy Treasurer – Statement of Financial Information & Audited Financial Statement for Year End 2014	Pg 19-37

7. CORRESPONDENCE

7.1	Union of B.C. Municipalities – 2014 Resolutions	Pg 38-40
7.2	Honourable Mary Polak, Minister of Environment – RE: Emergency Response to Marine Risk in Northwest B.C.	Pg 41-44
7.3	Transport Canada – Ports Asset Transfer Program – Sandspit Public Port Facility	Pg 45-50
7.4	TransCanada – Prince Rupert Gas Transmission Project	Pg 51
7.5	Village of Port Clements – Northern Living Allowance for Haida Gwaii	Pg 52
7.6	Honourable Christy Clarke, Premier – 2015 UBCM Convention	Pg 53
7.7	Glenys SnowDymond, Project Analyst – Old Massett Village Council Cape Fife – Accessible Trail & Longhouse	Pg 54-55
7.8	Union of B.C. Municipalities – Call for Nominations for UBCM Executive	Pg 56-57
7.9	Honourable Christy Clark, Premier – Northwest B.C. Resource Benefits Alliance	Pg 58

8. REPORTS / RESOLUTIONS

8.1	D. Fish, Deputy Corporate Officer – Prince Rupert Gas Transmission Project Socio-Economic Effects Management Plan	Pg 59-62
8.2	J. Merrick, Consultant – MIMC Financials – Update	Pg 63-66
8.3	D. Fish, Deputy Corporate Officer – Authority for Financial Transactions Policy Amendment	Pg 67-70
8.4	L. Neville, Recreation Coordinator – Haida Gwaii Regional Recreation Coordinator's Report – May 2015	Pg 71-75
8.5	D. Fish, Deputy Corporate Officer – 2015 UBCM Resolution Submissions	Pg 76-77
8.6	M. Williams, Planning Consultant – 507 Beach – Yan Min Gu – Zoning and OCP Amendment	Pg 78-86

9. BYLAWS

9.1	Bylaw No. 598, 2015 – Being a bylaw to amend the Sandspit-Moresby Island Interim Zoning Bylaw No. 186, 1989 <i>Prior to being given 1st and 2nd readings.</i>	Pg 87
9.2	Bylaw No. 599, 2015 – Being a bylaw to amend the Moresby Island Official Community Plan Bylaw No. 236, 1995 <i>Prior to being given 1st and 2nd readings.</i>	Pg 88

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

None.	
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11. NEW BUSINESS

11.1	Directors' Reports	Verbal
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12. OLD BUSINESS

12.1	Director Racz, Electoral Area D – Meeting with Minister Polak to Discuss Emergency Marine Response on the Northcoast of B.C.	Verbal
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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 (e) of the <i>Community Charter</i> “personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality”, “labour relations or other employee relations” and “the acquisition, disposition or expropriation of land and improvements, if the council considers that disclosure could reasonably harm the interests of the municipality”.	
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15. ADJOURNMENT**NEXT REGULAR MEETING:**

**SQCRD Board Meeting
Friday, August 14, 2015
At 7:00 p.m.
In Prince Rupert, B.C.**



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 22, 2015 immediately following the 7:00PM meeting of the Skeena-Queen Charlotte Regional Hospital District Board.

PRESENT

PRIOR TO ADOPTION

Chair	D. Nobels, Electoral Area A
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 K. Bergman, Electoral Area C M. Racz, Electoral Area D B. Beldessi, Electoral Area E J. Thompson, Alternate, Village of Masset
Regrets	L. Brain, City of Prince Rupert B. Pages, Village of Masset
Staff	K. Mellor, Chief Administrative Officer D. Fish, Deputy Corporate Officer
Public	0
Media	0

1. CALL TO ORDER 7:03 p.m.

2. AGENDA

MOVED by Director Franzen, SECONDED by Director Beldessi, that the amended agenda be further amended and adopted to include the following:

12.3 Clapp Basin Rennell Sound

243-2015

CARRIED

3. MINUTES & BUSINESS ARISING FROM MINUTES

3.1 Minutes of the Regular Meeting of the Skeena-Queen Charlotte Regional District Board held April 24, 2015

MOVED by Director Martin, SECONDED by Director Franzen, that the minutes of the April 24, 2015 Skeena-Queen Charlotte Regional District Regular Board meeting be adopted as presented.

244-2015

CARRIED

3.2 Rise and Report – April 24, 2015

MOVED by Director Beldessi, SECONDED by Director Martin, that the staff report entitled “Moresby Island Advisory Planning Commission Appointment” be received;

AND THAT the Board of the Skeena-Queen Charlotte Regional District appoint Mr. Robert Prudhomme and Mr. Duane Gould to serve as members of the Moresby Island Advisory Planning Commission.

IC043-2015

DEFEATED

MOVED by Director Beldessi, SECONDED by Director Martin, that the Board of the Skeena-Queen Charlotte Regional District appoint Mr. Doug Gould as a member of the Moresby Island Advisory Planning Commission.

IC044-2015

CARRIED

MOVED By Director Beldessi, SECONDED by Director Gould, that there be no further advertising for vacant member positions on the Graham Island and Moresby Island Advisory Planning Commissions.

IC045-2015

CARRIED

MOVED by Director Beldessi, SECONDED by Director Nobels, that the staff report entitled “Skeena-Queen Charlotte Regional District Northern Savings Credit Union Signing Authority and Treasurer Appointment” be received;

AND THAT the Board of the Skeena-Queen Charlotte Regional District authorize Daniel Fish as signing authority on the Skeena-Queen Charlotte Regional District Northern Savings Credit Union Account;

AND FURTHER THAT, in accordance with section 199 of the *Local Government Act*, the Board of the Skeena-Queen Charlotte Regional District assign powers, duties and functions of Financial Administration to Karen Mellor and Deputy Financial Administration to Daniel Fish, effectively immediately.

IC046-2015

CARRIED

MOVED by Director Martin, SECONDED by Director Nobels, that the report from staff entitled “Moresby Island Management Standing Committee Northern Savings Credit Union Signing Authority” be received;

AND THAT the Board authorize the following individuals as signing authority on the Moresby Island Management Committee Northern Savings Credit Union Account:

- Gail Henry;
- Karen Mellor; and
- Daniel Fish.

IC048-2015

CARRIED

MOVED by Director Nobels, SECONDED by Director Franzen, that the staff report entitled “Regional District Vehicle Replacement” be received;

AND THAT a liability under section 175 of the *Community Charter* be authorized to purchase the 2013 GMC Sierra Truck in the amount of 43,509.76 with no provisions for renewal.

IC049-2015

CARRIED

MOVED by Director Beldessi, SECONDED by Director Gould, that the Board receive the commercial lease agreement, dated April 1st, 2015, between Sandspit Enterprises and the Skeena-Queen Charlotte Regional District;

AND THAT the Board approves entering into a lease agreement for a term dated May 1, 2015 to April 1, 2016 for the premises at 383 Alliford Bay Road at a cost of \$500.00 per month.

IC055-2015

CARRIED

MOVED by Director Beldessi, SECONDED by Director Gould, that the Board of the Skeena-Queen Charlotte Regional District support entering into a contract with Stantec for services outlined in the "Sandspit Water System Nanofiltration Treatment Feasibility Study", subject to a broader analysis of various different water treatment options.

IC057-2015

CARRIED

245-2015

CARRIED

4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

None.

5. DELEGATIONS

- 5.1 S. Kietzmann, Senior Accountant, Carlyle Shepherd & Co. – 2014 Draft Audited Financial Statements

Steve Kietzmann, Senior Accountant for Carlyle Shepherd & Co. (auditors), was unable to attend the May 22nd, 2015 Skeena-Queen Charlotte Regional District Regular Board meeting and sent his regrets to the Board.

Staff was directed to contact Mr. Kietzmann and extend an invitation from the Board to appear at its next regular meeting scheduled for June 19th, 2015.

MOVED by Director Franzen, SECONDED by Director Kinney, that the draft audited financial statements for the period ended December 31, 2014 for the Skeena-Queen Charlotte Regional District be received;

AND THAT the draft audited financial statements for the period ended December 31, 2014 be approved as presented.

246-2015

CARRIED

- 5.2 S. Pinhey, Opportunity Manager, Imperial Oil, Joelle Westlund, Communica Public Affairs Inc. & L. Dohy, Media Relations Advisory, Imperial Oil – WCC LNG Update

Scott Pinhey & Leanne Dohy, Opportunity Manager and Media Relations Advisor for Imperial Oil, respectively, and Joelle Westlund, with Communica Public Affairs Inc. addressed the Board in regard to the WCC LNG project. Mr. Pinhey provided background information on the WCC LNG Project, as well as information pertaining to the LNG facility, work programs and engagement, environmental assessment processes and the next steps of the project.

The Chair thanked Mr. Pinhey, Ms. Dohy and Ms. Westlund for their presentation.

6. FINANCE

- 6.1 J. Musgrave, Administrative Assistant - Cheques Payable over \$5,000 for April, 2015

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, 2015 be received and filed.

247-2015

CARRIED

7. CORRESPONDENCE

- 7.1 Ministry of Environment – Regional District Representation in Environmental Stewardship Initiatives

MOVED by Director Franzen, SECONDED by Director Gould, that the correspondence from the Ministry of Environment in regard to Regional District Representation in Environmental Stewardship Initiatives be received and filed.

248-2015

CARRIED

- 7.2 Honourable Lisa Raitt, Minister of Transport – Canada Post

MOVED by Director Racz, SECONDED by Director Franzen, that the correspondence from the Honourable Lisa Raitt, Minister of Transport, in regard to Canada Post be received and filed.

249-2015

CARRIED

- 7.3 Village of Queen Charlotte – Youth Partying Can Lead to Serious Consequences

MOVED by Director Martin, SECONDED by Director Racz, that the correspondence from the Village of Queen Charlotte entitled “You Partying Can Lead to Serious Consequences” be received and filed.

250-2015

CARRIED

7.4 Prince Rupert Public Library – 2015 Grant

MOVED by Director Franzen, SECONDED by Director Kinney, that the correspondence from the Prince Rupert Public Library in regard to 2015 grant funding be received;

AND THAT the Board support providing the Prince Rupert Public Library with its 2015 annual grant in the amount of \$5,000.

251-2015**CARRIED****7.5 Ministry of Community, Sport and Cultural Development – Feasibility Study for the Incorporation of Sandspit**

MOVED by Director Beldessi, SECONDED by Director Racz, that the correspondence from the Ministry of Community, Sport and Cultural Development in regard to the Feasibility Study for the Incorporation of Sandspit be received.

252-2015**CARRIED**

MOVED by Director Beldessi, SECONDED by Director Gould, that response correspondence be sent to the Ministry of Community, Sport and Cultural Development to clarify whether or not the Moresby Island Management Standing Committee meets the requirements of the local community commission referenced in the Ministry of Community, Sport and Cultural Development's "Report on Viability Factors Affecting Feasibility of Sandspit Incorporation".

253-2015**CARRIED****7.6 D. Baker, Community Relations Advisor, Pacific Northwest LNG – Canada 150 Community Infrastructure Program**

MOVED by Director Racz, SECONDED by Director Gould, that the correspondence from Pacific Northwest LNG in regard to the Canada 150 Community Infrastructure Program be received;

AND THAT the Board of the Skeena-Queen Charlotte Regional District approve the 2015 grant writer to aid the Haida Gwaii Museum in the funding application process for the Canada 150 Community Infrastructure Program;

AND FURTHER THAT the 2015 grant writer be limited to no more than 25 hours worked toward aiding the Haida Gwaii Museum in its funding application to the Canada 150 Community Infrastructure Program.

254-2015**CARRIED****8. REPORTS – RESOLUTIONS****8.1 D. Fish, Deputy Corporate Officer – Sandspit Water Service Advisory Committee Bylaw**

MOVED by Director Gould, SECONDED by Director Franzen, that the report from staff entitled "Sandspit Water Service Advisory Committee Bylaw" be received for information.

255-2015**CARRIED**

8.2 D. Fish, Deputy Corporate Officer – Draft Strategic Priorities 2015 – 2018

MOVED by Director Beldessi, SECONDED by Director Racz, that the report from staff entitled “Draft Strategic Priorities 2015 – 2018” be received;

AND THAT the Board adopt the Strategic Priorities 2015 – 2018 including goals and actions, as presented.

256-2015

CARRIED

8.3 D. Fish, Deputy Corporate Officer – 2015 UBCM Resolution Submission

MOVED by Director Franzen, SECONDED by Director Gould, that the staff report entitled “2015 UBCM Resolution Submission” be received.

257-2015

CARRIED

The Board specified that it intends to submit a resolution to the Union of B.C. Municipalities in regard to marine safety and emergency response and the classification of a “world-class” or “industry” standard for emergency marine response times.

8.4 D. Fish, Deputy Corporate Officer – 2015 UBCM Convention Meeting Requests

MOVED by Director Franzen, SECONDED by Director Kinney, that the report from staff entitled “2015 UBCM Convention Meeting Requests” be received.

258-2015

CARRIED

The Board requested staff to schedule the following Minister meetings during the 2015 Union of B.C. Municipalities annual convention:

- *Honourable Rich Coleman, Minister of Natural Gas Development and Minister Responsible for Housing, regarding siting of LNG facilities;*
- *Honourable Steve Thomson, Minister of Forest, Lands and Natural Resource Operations, regarding Clap Basin Rennell Sound and the maintenance of secondary access roads, and community forests;*
- *Honourable Todd Stone, Minister of Transportation and Infrastructure, regarding BC Ferries scheduling and the Kwuna vessel, and road surfacing in rural communities.*

The Board also requested staff to schedule the following Provincial Corporation meeting at the 2015 Union of B.C. Municipalities annual convention:

- *BC Hydro regarding the BC residential renewable energy rebate program.*

8.5 L. Neville, Recreation Coordinator – Haida Gwaii Recreation Coordinator’s Report – April 2015

MOVED by Director Gould, SECONDED by Director Kinney, that the report from staff entitled “Haida Gwaii Recreation Coordinator’s Report – April 2015” be received for information.

259-2015

CARRIED

9. BYLAWS

- 9.1 Bylaw No. 600, 2015 – Being a bylaw to establish a Sandspit Water Service Advisory Committee

MOVED by Director Beldessi, SECONDED by Director Franzen, that Bylaw No. 600, 2015 be given first reading with the following amendments:

- In section 5.5.3, strike out “5.8” and insert “5.7”.

260-2015

CARRIED

MOVED by Director Franzen, SECONDED by Director Kinney, that Bylaw No. 600, 2015 be given second reading.

261-2015

CARRIED

MOVED by Director Racz, SECONDED by Director Gould, that Bylaw No. 600, 2015 be given third reading.

262-2015

CARRIED

MOVED by Director Beldessi, SECONDED by Director Racz, that Bylaw No. 600, 2015 be adopted.

263-2015

CARRIED

MOVED by Director Beldessi, SECONDED by Director Gould, that, in accordance with section 94 of the *Community Charter*, staff advertise for vacant member positions on the Sandspit Water Service Advisory Committee.

264-2015

CARRIED

10. LAND REFERRALS / PLANNING

- 10.1 M. Williams, Planning Consultant – Forests, Lands and Natural Resource Operations Request # 2410076

MOVED by Director Beldessi, SECONDED by Director Martin, that the Board of the Skeena-Queen Charlotte Regional District is neutral in regard to Ms. Ransom's Aquaculture Shellfish License.

265-2015

CARRIED

- 10.2 M. Williams, Planning Consultant – Forests, Lands and Natural Resource Operations Request # 6408813

MOVED by Director Beldessi, SECONDED by Director Racz, that the Board of the Skeena-Queen Charlotte Regional District support the Metlakatla First Nations application of Crown Land Tenure for the creation of statutory-right-of way.

266-2015

CARRIED

11. NEW BUSINESS**11.1 Director's Reports**

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

Director Nobels, Electoral Area A

- The community of Dodge Cove held a strategic planning session in May to discuss LNG development plans for the region.

Director Racz, Electoral Area D

- The Edge of the World Music Festival will be held in Tlell, B.C. on August 8-9, 2015.

Director Beldessi, Electoral Area E

- Attended a B.C. Ferries Advisory Committee meeting in May;
- The Vancouver Island Regional Library Board accepted the appointment of Alternate Director Carol Wagner to its Board;
- The Moresby Island Advisory Planning Commission meetings will now be held in conjunction with the Moresby Island Management Standing Committee's meetings on the first Tuesday of each month; and
- Sandspit Emergency Preparedness Planners have deadlines approaching for the use of funding current emergency planning initiatives.

Director Bergman, Electoral Area C

- O'Briens Road and Bridge continues to work on brush clearing and road surfacing in the community of Oona River; and
- The Canadian Coast Guard has been heavily present in the community of Oona River.

Director Martin, Village of Queen Charlotte

- BC Ferries freight is currently backlogged with an estimated 40-50 Bandstra trailers behind schedule;
- On May 12-13th, attended an event hosted by the Council of the Haida Nation, *Lessons From the Simushir*, designed to learn from the Simushir vessel incident and support the development of world-class marine safety and emergency response systems;
- Emergency Management B.C. hosted a training session for elected officials in the Village of Port Clements.

Alternate Director Thompson, Village of Masset

- On May 12-13th, attended an event hosted by the Council of the Haida Nation, *Lessons From the Simushir*, designed to learn from the Simushir vessel incident and support the development of world-class marine safety and emergency response systems; and
- The Simushir event was attended by the U.S. Coast Guard to discuss accident prevention.

Director Kinney, City of Prince Rupert

- The City of Prince Rupert has reestablished the Mayor's position as a full-time position; and
- City continues to work with First Nations groups throughout the region to resolve current housing issues.

Director Franzen, District of Port Edward

- The Prince Rupert RCMP attended the last District Council meeting as a delegation to discuss policing in Port Edward;
- The District passed its five-year financial plan 2015-2019; and
- The idea of a regional sustainability plan was introduced to the District of Port Edward Council and, at this point, is not supported.

Director Gould, Village of Port Clements

- The Haida Gwaii Management Council has extended the contract of Keith Moore, consultant, to continue developing the Haida Gwaii Forest Strategy;
- Taan Forest Products may begin logging again without union support;
- The Village is still awaiting response on the Supreme Court of Canada's ruling on the Village Councilor's conflict of interest issues; and
- The Village is working on a petition to the Federal Government for the review of northern residency status on Haida Gwaii.

267-2015**CARRIED**

- 11.2 Northwest British Columbia Resource Benefits Alliance Memorandum of Understanding

MOVED by Director Kinney, SECONDED by Director Gould, that the Board receive the correspondence from the Northwest B.C. Resource Benefits Alliance;

AND THAT the Board support the Chair signing the correspondence from the Northwest B.C. Resource Benefits Alliance.

268-2015**CARRIED**

- 11.3 Old Massett Village Council funding application to Northern Development Initiative Trust's Economic Diversification Infrastructure Program

MOVED by Director Racz, SECONDED by Director Gould, that the Old Massett Village Council's funding application to Northern Development Initiative Trust's Economic Diversification Infrastructure Program be received;

AND THAT the Board of the Skeena-Queen Charlotte Regional District support the Old Massett Village Council's funding application to Northern Development Initiative Trust's Economic Diversification Infrastructure Program, provided funds are not expended from the Skeena-Queen Charlotte Regional District Nominal Account.

269-2015**CARRIED**

12. OLD BUSINESS**12.1 Jungle Beach Recreation Site**

MOVED by Director Bergman, SECONDED by Director Franzen, that the verbal report from Director Racz in regard to the Jungle Beach Recreation Site be received;

AND THAT staff draft an advertisement for the Haida Gwaii Observer to outline the cost of the vandalism to the Jungle Beach Recreation Site and thank those individuals that took part in the cleanup of the vandalism.

270-2015**CARRIED****12.2 Standing Committee of the North Coast Port Municipalities**

MOVED by Director Franzen, SECONDED by Director Gould, that the correspondence pertaining to the Standing Committee of the North Coast Port Municipalities be received for information.

271-2015**CARRIED****12.3 Clap Basin Rennell Sound**

MOVED by Alternate Director Thompson, SECONDED by Director Franzen, that the verbal report from Director Gould in regard to Clap Basin Rennell Sound be received for information.

272-2015**CARRIED****13. PUBLIC INPUT**

There were 0 questions from the public.

14. IN CAMERA

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

273-2015**CARRIED**

15. ADJOURNMENT

MOVED by Director Franzen, SECONDED by Director Racz, that the Skeena-Queen Charlotte Regional District Regular Board meeting be adjourned at 12:00 am.

274-2015**CARRIED**

Approved and adopted:

Certified correct:

Chair

Chief Administrative Officer

Moresby Island Management Standing Committee - Minutes

Meeting : April 13, 2015

Location : Sandspit Community Hall Meeting Commencement : 7:00 pm

Call to order at: 7:14pm

Present : Gail Henry, Behn Cochrane, Heron Wier, Stan Hovde, Bill Quaas, Bill Beldessi

1. Consideration and agenda

Motion : To Remove 4)a) from the end of the agenda (Typo)

Moved: Gail

Second: Heron

Carried

2. Minutes of the February 2015 MIMSC Meeting.

Still have not been received

3. Minutes of the March 2015 MIMSC Meeting.

Correction to the spelling of Beldessi - Only one "L"

Motion to adopt agenda

Moved: Stan

Seconded: Bill

Carried

4. Old Business

a) Sandspit Water System - Nano Filtration Study

Motion: To accept the StanTec Feasibility Study

Moved : Heron

Seconded: Bill

Carried

1 Abstention

- b) MIMSC Office location
Bill Beldessi reported out on lease agreement.
Regional District will enter into agreement
Phone line will be installed.

- c) Moresby Loop Road

No report

- d) Meeting with Sandspit Community Society

Items to be discussed in Camera

5. New Business

- a) Kwuna Article

Discussion regarding Observer article about Kwuna ridership.

Motion : That MIMSC send a letter to BC Ferries, BC Ambulance, Todd Stone (Minister of Transport), BC Hydro, Health Minister, MP, MLA, and ferry critic regarding the hours of the Kwuna and its detrimental effects on the community of Sandpit. (Health, Social, Power outages, Economy, Travel, and associated costs)

Moved : Stan

Seconded: Heron

Carried

6. Correspondence received
None

7. Correspondence sent out
None

8. Reports

- a) Water System report

Discussion regarding meters, developing procedures and policies manual.
Recommendation to buy 6 - Brooks 33 plastic meter box - \$60 per box - pre tax

Motion - To purchase 6 Brooks 33 plastic meter box not to exceed \$500

Moved : Bill

Seconded : Stan

Carried

b) Community Hall Committee Report
No report

c) Regional District Director Report

Reported out on MIAPC, Variance Committee, and Hall Committee Appointments. SEPP application for and purchase of Containers.

Karen Mellor and Daniel Fish will be over from Prince Rupert prior to the next SQCRD meeting in Masset. They will be available for administrator training and would also like a tour of the water system. Fire Department financials have been settled.

9. Comments from the audience

Gail Haas voiced concerns regarding the volume of speakers

Motion: To adjourn the regular session at 8:16pm

Moved by Gail

Carried

10. In Camera Portion

Meeting with Sandpit Community Society and MIMSC Secretarial Position were discussed.

HAIDA GWAI
REGIONAL RECREATION COMMISSION

*Annual General Meeting - Regular
Thursday, May 14nd at 5:30pm
Charter's Conference Room, 1433 Delkatla St., Masset*

- 1) Call to Order – 5:45 pm
- 2) Amendments to the Agenda
 - a. 7e – In-camera – Motioned by Amber Bellis , Seconded by Laurie Chisholm to add item 7e
CARRIED
 - b. 7f – HGRRC Commissioner Letter - Motioned by Marg Youngson, seconded by Darcy Pollard to add item 7f
CARRIED
- 3) Adoption of the November 2014 Quarterly Commission Meeting Minutes
 - a. Motioned by Marg Youngson, seconded by Darcy Pollard to adopt the November 2014 Quarterly Meeting Minutes. CARRIED
- 4) Business Arising from Minutes - none
CARRIED
- 5) Reports and Discussions
 - i. January – April Reports – HGRRC Coordinator
 - ii. Motioned by Amber Bellis, seconded by Marg Youngson to accept reports CARRIED
 - b. 2014 Year-End Financial Report – Book-Keeper
 - i. Motioned by Marg Youngson, seconded by Laurie Chisholm to accept 2014 Year End Financial Report CARRIED
 - c. 2015 First Quarter Financial Report – Book-Keeper
 - i. Motioned by Laurie Chisholm, seconded by Darcy Pollard to accept 2014 First Quarter Financial Report CARRIED
 - d. 2014 HGRRC Program Stats – HGRRC Coordinator
 - i. Lucy Neville presented the year end statistics, highlighting the increase in participation, number of programs and increase in instructors hired, as well as noting high participation rate in the Elder's Engagement program.
 - ii. Motioned by Marg Youngson, seconded by Laurie Chisholm to accept 2014 Program Stats CARRIED
 - e. 2014 Year-in-Review Presentation – HGRRC Coordinator
 - i. Lucy Neville held a Powerpoint presentation of year-in-review photographs

- ii. Motioned by Laurie Chisholm, seconded by Darcy Pollard to receive the Year in Review presentation. CARRIED

6) Old Business

- a. Coordinator Hours Increase – Lucy Neville noted that the coordinator hours were approved for increase to 40 hrs a week as of April 1st, 2015.
- b. Motioned by Amber Bellis, seconded by Marg Youngson to receive update from the SQCRD regarding Coordinator Hours increase. CARRIED

7) New Business

- a. Commissioner Resignations – Shawna McLeod and Heather Brule tendered their resignations verbally.
Motioned by Amber Bellis, seconded by Darcy Pollard to accept the resignations and advise the SQCRD Board for formal termination from the HGRRC Board. CARRIED
- b. Commissioner Request – Harold White has requested appointment as Commissioner to represent Masset.
 - i. Motioned by Darcy Pollard, seconded by Laurie Chisholm to recommend appointment of Harold White as Masset Commissioner to the SQCRD Board for approval. CARRIED
- c. Member-At-Large Request – Marg Youngson has requested to move to a Member-At-Large position from current position as Masset Commissioner.
 - i. Motioned by Amber Bellis, seconded by Laurie Chisholm to accept request as presented and recommend appointment to the SQCRD Board for approval. CARRIED
- d. SQCRD Bylaw Revision – the draft bylaw proposed by SCQRD was reviewed by the HGRRC Board. Items to suggest for amendment include:
 - i. Item 4.6 amended wording to “The Commission may recommend the termination of an appointed Commission member and the Board may terminate the appointment of a Commission member at any time for any reason.”
 - ii. Item 5.5.1 amended wording to “Held at least two (2) times per annum.”
 - iii. Clarification to be sought from the SQCRD staff and Board on whether item 6.6 requires distinct bank accounts for Commission and Society funds.
 - 1. Motioned by Amber Bellis, seconded by Marg Youngson to accept the Bylaw Revision with the noted amendments for SQCRD Board review. CARRIED

e. In-camera discussion

- i. Motioned by Amber Bellis, seconded by Darcy Pollard to request immediate termination of Commissioner Williams as Old Massett Commissioner from HGRRC Board, as well as removal from signing authority once terminated.

CARRIED

- f. Motioned by Marg Youngson, seconded by Amber Bellis to request Commissioner Chisholm write a letter on behalf of the HGRRC Board requesting termination of Commissioner Williams, effective immediately.

CARRIED

- 8) Open Discussion – request from Willows Golf Course inquiring whether the Moresby Island Travel Fund could be used by the golf course maintenance worker for travel to upkeep grounds. HGRRC Coordinator to research whether the course is a private business, how many trips a month are requested, and whether the fees being charged are implemented to cover maintenance.

- i. Motioned by Darcy Pollard, seconded by Laurie Chisholm to review information regarding golf course from HGRRC Coordinator at next HGRRC Board meeting

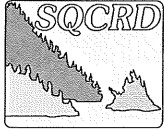
CARRIED

- 9) Adjournment and Next Meeting Date – Motioned by Marg Youngson to adjourn the meeting at 8:20. Next Meeting Date to be determined with an October or November date.

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

Payable To	Date	Amount	Purpose
Big Red Enterprises Ltd.	8-May	\$ 15,594.33	April Garbage Collection Contract
John Talbot & Associates Inc	8-May	\$ 6,206.16	April Board Strategic Planning Session
Pacific Blue Cross	8-May	\$ 5,042.92	May PBC/BC Life Premiums
Vancouver Island Regional Library	8-May	\$ 9,967.00	2nd Quarter Total Levy
Ticker's Hauling & Storage	20-May	\$ 6,137.25	Transport Recyclables & Equipment Rental - April
Joan Merrick	7-May	\$ 6,219.50	April financial services, mileage & per diem
Receiver General	13-May	\$ 10,550.20	Payroll Remittance (PP9-2015)
Receiver General	19-May	\$ 9,576.80	Payroll Remittance (PP10-2015)
CUETS Financial (SQCRD credit card)	28-May	\$ 7,152.57	RD Credit Card Transactions (Board, staff travel, etc.) - April

CHEQUES OVER \$5,000:	\$ 76,446.73
CHEQUES UNDER \$5,000:	\$ 85,982.88
TOTAL CHEQUES:	<u>\$ 162,429.61</u>



BOARD REPORT – REGULAR MEETING

DATE: June 11, 2015

FROM: Daniel Fish, Deputy Treasurer

SUBJECT: 2014 Statement of Financial Information/Audited Financial Statements

Recommendation:

THAT the Board receives the staff report “2014 Statement of Financial Information”;

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

AND FURTHER THAT the 2014 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).

<p align="center">SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT</p> <p align="center">2014</p> <p align="center">SCHEDULE SHOWING THE REMUNERATION AND EXPENSES</p> <p align="center">PAID TO OR ON BEHALF OF EACH EMPLOYEE</p> <p align="center">As Required by Section 2(3)(a) of the Financial Information Act</p>

1. Elected Officials and Members of the Board of Directors

NAME	POSITION	REMUNERATION	EXPENSES
Pages, Barry	Chair	20,952	14,416
Nobels, Des	Vice Chair	15,041	1,642
Beldessi, Bill	Member, Board	1,356	1,822
Putterill, Evan	Member, Board	14,154	7,880
Racz, Michael	Member, Board	15,341	8,614
Bergman, Karl	Member, Board	14,704	9,796
Ashley, Anna	Member, Board	12,781	970
Kulesha, Carol	Member, Board	12,276	3,646
Gould, Ian	Member, Board	13,258	6,122
Franzen, Dan	Member, Board	12,753	1,650
Kinney, Nelson	Member, Board	13,427	862
Brain, Lee	Member, Board	1,114	9
MacMullin, Joanne	Alternate Member, Board	170	0
Johnson, Leslie	Alternate Member, Board	337	0
TOTAL:		147,663	57,427

2. Employees

NAME	REMUNERATION	EXPENSES
Merrick, Joan	134,191	9,971
Kidd, Robert	84,292	3,153
Consolidated Total of other employees with remuneration and expenses of \$75,000 or less	992,363	28,657
TOTAL:	1,210,845	41,780

3. Reconciliation

	REMUNERATION	EXPENSES
Total remuneration - elected officials and members of the Board of Directors	147,663	57,427
Total remuneration - other employees	1,210,845	41,780
SUB-TOTAL:	1,358,508	99,207
Reconciling Items	0	-16,047
TOTAL per Statement of Revenue and Expenditure	1,358,508	83,160
Variance - See Financial Statement Note 6	0	0

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT
2014
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.	39,152
BC Hydro	27,390
Big Red Enterprises	171,037
CUETS Financial	38,547
Eby & Sons Construction Ltd.	78,645
Fast Fuel Services Ltd.	30,020
Lax KwAlaams Holdings Ltd.	27,976
Municipal Pension Plan	137,285
Pacific Blue Cross	53,653
Receiver General	276,785
Ticker's Hauling and Storage	81,440
Williams Machinery	26,499
Total aggregate amount paid to suppliers	988,429

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

Consolidated total <\$25,000	486,374
--	----------------

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

Consolidated total of grants exceeding \$25,000	362,583
Consolidated total of contributions exceeding \$25,000	0
Consolidated total of all grants and contributions exceeding \$25,000	362,583

4. Reconciliation

Total of aggregate payments exceeding \$25,000 paid to suppliers	988,429
Consolidated total of payments of \$25,000 or less paid to suppliers	486,374
Consolidated total of all grants and contributions exceeding \$25,000	362,582
Consolidated total of all grants under \$25,000	127,434
TOTAL Cheques	1,964,819

Reconciling Items *

Total Cheques carried forward from page 1	1,964,819
Less Benefits:	
Pacific Blue Cross/BC Life	-58,314
Municipal Pension Plan	-137,285
Medical Services Plan	-17,411
WCB	-8,499
Receiver General for Canada	-276,784
Less Staff/Director Expenses previously recorded:	
Staff	-27,768
Directors	-18,047
Misc. expenses paid directly to supplier (hotels, airfare, etc.)	-87,779
Other:	-4,070
Revised Total:	1,328,862
Total per Statement of Revenue and Expenditures (Note 6. Consolidated Expenditures by Type - Purchased services, grants and supplies)	1,328,862
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, 2014

**SKEENA-QUEEN CHARLOTTE
REGIONAL DISTRICT**

INDEX TO FINANCIAL STATEMENTS

DECEMBER 31, 2014

INDEPENDENT AUDITOR'S REPORT

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- C STATEMENT OF CASH FLOWS**
- D STATEMENT OF CHANGES IN NET FINANCIAL ASSETS**

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- 3 STATEMENT OF CHANGES IN EQUITY IN PHYSICAL ASSETS**
- 4 STATEMENT OF PHYSICAL ASSETS**

CARLYLE SHEPHERD & CO.**CHARTERED ACCOUNTANTS****INDEPENDENT AUDITOR'S REPORT**

730 SECOND AVENUE WEST

PRINCE RUPERT BC V8J 1H3

TELEPHONE 250-627-1315

FACSIMILE 250-624-9230

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, 2014 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, 2014 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 22, 2015

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

STATEMENT OF FINANCIAL POSITION

DECEMBER 31

STATEMENT A

	2014	2013
	\$	\$
FINANCIAL ASSETS		
Cash and investments (note 1)	2,417,010	2,075,903
Trade and other receivables	489,806	232,110
MFA deposit (note 2)	373,143	293,663
Due from Municipalities	<u>19,220,618</u>	<u>13,136,407</u>
	<u>22,500,577</u>	<u>15,738,083</u>
LIABILITIES		
Accounts payable and accruals	402,887	237,722
Landfill closure costs accrual	218,663	131,802
Deferred revenue (note 3)	1,199,355	1,121,259
MFA debt reserve (note 2)	373,143	293,663
MFA debentures/leases for Regional District (note 4)	296,679	398,767
Debentures issued for Municipalities (note 5)	<u>19,220,618</u>	<u>13,136,407</u>
	<u>21,711,345</u>	<u>15,319,620</u>
NET FINANCIAL ASSETS	789,232	418,463
Physical assets (schedule 4 and note 1)	3,381,419	3,329,206
Prepaid expenses	<u>27,960</u>	<u>11,201</u>
NET POSITION	<u>4,198,611</u>	<u>3,758,870</u>
REGIONAL DISTRICT POSITION		
Operating surplus (schedule 1)	513,763	499,757
Reserve funds (schedule 2)	600,108	324,623
Equity in Physical Assets (schedule 3)	<u>3,084,740</u>	<u>2,934,490</u>
	<u>4,198,611</u>	<u>3,758,870</u>

APPROVED BY THE BOARD

_____ Chair

_____ Treasurer

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED DECEMBER 31

STATEMENT B

	Unaudited Budget 2014 \$	Actual 2014 \$	Actual 2013 \$
REVENUE			
Taxation	1,320,667	1,373,247	1,320,670
Grants in lieu	78,830	232,063	95,778
Sales, fees and other	1,214,236	1,383,813	1,243,469
Provincial, federal and other grants	242,500	393,801	200,000
Municipal debt payments	<u>1,387,243</u>	<u>1,635,405</u>	<u>1,387,243</u>
	<u>4,243,476</u>	<u>5,018,329</u>	<u>4,247,160</u>
EXPENDITURE			
Administration	496,829	468,859	454,531
Electoral areas	190,199	210,805	182,313
Grant-in-aid	7,560	6,424	4,458
Municipal debt service	1,387,244	1,635,405	1,387,243
Sandspit fire protection	28,900	26,569	28,630
Emergency programming	57,721	1,889	166
Islands solid waste	791,229	882,815	836,047
Regional recycling	556,297	572,119	555,350
Regional waste management	-	11,782	-
Planning	74,932	75,046	37,688
Economic development	36,644	32,332	19,144
Prince Rupert Regional Archives	72,999	77,224	72,999
North Pacific Cannery	102,099	102,124	102,099
Haida Gwaii Museum	66,688	71,203	66,688
Vancouver Island Regional Library	40,789	42,848	40,791
QCI recreation	112,615	116,889	114,467
Mainland recreation	11,735	11,720	9,500
Sandspit water utility	94,624	87,044	89,150
Oona River telephone	4,000	5,172	4,999
Sandspit hall	-	2,402	-
Amortization	<u>-</u>	<u>137,917</u>	<u>133,134</u>
	<u>4,133,104</u>	<u>4,578,588</u>	<u>4,139,397</u>
REVENUE OVER EXPENDITURE	110,372	439,741	107,763
OPENING REGIONAL DISTRICT POSITION	<u>3,758,870</u>	<u>3,758,870</u>	<u>3,651,107</u>
CLOSING REGIONAL DISTRICT POSITION	<u>3,869,242</u>	<u>4,198,611</u>	<u>3,758,870</u>

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

STATEMENT OF CASH FLOWS

YEAR ENDED DECEMBER 31

STATEMENT C

	2014	2013
	\$	\$
OPERATING ACTIVITIES		
Revenue over expenditure	439,741	107,763
Amortization	137,917	133,134
Landfill closure costs accrual	86,861	44,081
Accounts payables and accruals	165,165	- 4,724
Trade and other receivables	- 257,696	- 5,890
Deferred revenue	78,096	93,566
Prepaid expenses	- 16,759	24,586
	<u>633,325</u>	<u>392,516</u>
FINANCING ACTIVITIES		
Debt repayment	- 102,088	- 115,334
Debt financing	<u>-</u>	<u>176,460</u>
	<u>- 102,088</u>	<u>61,126</u>
INVESTING ACTIVITIES		
Physical asset purchases	- 194,130	- 147,704
Sale of physical assets	<u>4,000</u>	<u>41,759</u>
	<u>- 190,130</u>	<u>- 105,945</u>
CHANGE IN CASH	341,107	347,697
OPENING CASH AND INVESTMENTS	<u>2,075,903</u>	<u>1,728,206</u>
CLOSING CASH AND INVESTMENTS	<u>2,417,010</u>	<u>2,075,903</u>

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

YEAR ENDED DECEMBER 31

STATEMENT D

	2014	2013
	\$	\$
Revenue over expenditure	439,741	107,763
Amortization of physical assets	137,917	133,134
Purchase of physical assets	- 194,130	- 147,704
Sale of physical assets	4,000	41,759
Prepaid expenses	<u>- 16,759</u>	<u>24,586</u>
Increase in net financial assets	370,769	159,538
Opening net financial assets	<u>418,463</u>	<u>258,925</u>
Closing net financial assets	<u>789,232</u>	<u>418,463</u>

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

NOTES

DECEMBER 31, 2014

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, 2014

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. MFA DEPOSIT AND DEBT RESERVE

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

3. DEFERRED REVENUE

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

	2014	2013
Provincial operating grant	\$ 24,718	\$ 92,360
Gas tax	1,120,654	977,871
Other	53,983	51,028
	<u>\$ 1,199,355</u>	<u>\$ 1,121,259</u>

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

NOTES

DECEMBER 31, 2014

4. MFA DEBENTURES/LEASES FOR THE REGIONAL DISTRICT

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

5. DEBENTURES ISSUED FOR MUNICIPALITIES

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

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

6. CONSOLIDATED EXPENDITURES BY TYPE

	2014	2013
Director remuneration	\$ 147,663	\$ 138,198
Director travel	41,380	51,614
Staff remuneration and benefits	1,210,845	1,113,960
Staff travel and education	41,780	36,975
Interest	34,736	37,056
Purchased services, grants and supplies	1,328,862	1,241,217
Municipal debt payments	1,635,405	1,387,243
Amortization	137,917	133,134
	<u>\$ 4,578,588</u>	<u>\$ 4,139,397</u>

7. LINE OF CREDIT

Northern Savings Credit Union, authorized to \$250,000, interest at 2.85%; unsecured.

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

NOTES

DECEMBER 31, 2014

8. 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 182,000 active members and approximately 75,000 retired members. Active members include approximately 16 contributors from the Regional District.

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. 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 \$ 77,190 (2013 - \$ 74,488) for employer contributions to the plan in fiscal 2014.

9. 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

	2014	2013
	\$	\$
Administration	100,632	84,556
Electoral areas	20,829	55,148
Grant-in-aid	5,951	1,579
Sandspit fire protection	1,905	974
Emergency programming	79,463	59,758
Islands solid waste	136,436	173,828
Regional recycling	48,910	5,798
Regional waste management	-	11,782
Planning	30,227	32,758
Economic development	16,599	17,592
Prince Rupert Regional Archives	16,373	4,338
North Pacific Cannery	21,095	5,632
Haida Gwaii Museum	4,871	7,066
Vancouver Island Regional Library	2,068	2,125
QCI recreation	11,150	8,955
Mainland recreation	750	1,070
Sandspit water utility	17,782	12,588
Oona River telephone	787	2
Sandspit hall	- 2,402	-
Feasibility study	337	14,208
	<u>513,763</u>	<u>499,757</u>

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

STATEMENT OF RESERVE FUNDS

YEAR ENDED DECEMBER 31

SCHEDULE 2

	2014	2013
	\$	\$
Opening balance	324,623	203,134
Interest	10,400	2,414
Transfer to Operating Fund	- 50,178	-
Transfer from Operating Fund	<u>315,263</u>	<u>119,075</u>
Closing balance	<u>600,108</u>	<u>324,623</u>

Represented by the following reserve funds

Bylaw 486 Sandspit Water	39,127	37,922
Bylaw 561 Electoral Area Administration	37,120	-
Bylaw 566 General Administration	80,431	-
Bylaw 567 Feasibility Study	25,208	5,000
Bylaw 568 Regional Recycling - Other	34,714	31,199
Bylaw 568 Regional Recycling - Building	112,815	109,667
Bylaw 569 Island Solid Waste	214,268	61,844
Bylaw 569 Landfill Closure	<u>56,425</u>	<u>78,991</u>
	<u>600,108</u>	<u>324,623</u>

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT
STATEMENT OF CHANGES IN EQUITY IN PHYSICAL ASSETS

YEAR ENDED DECEMBER 31

SCHEDULE 3

	2014	2013
	\$	\$
Opening balance	<u>2,934,490</u>	<u>2,921,003</u>
Increase (decrease) in equity		
Contribution from operations	194,130	76,926
Physical asset disposals	- 4,000	- 41,759
Debt repayment	72,092	87,670
Actuarial additions	25,945	23,784
Amortization	<u>- 137,917</u>	<u>- 133,134</u>
	<u>150,250</u>	<u>13,487</u>
Closing balance	<u>3,084,740</u>	<u>2,934,490</u>

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT
STATEMENT OF PHYSICAL ASSETS
YEAR ENDED DECEMBER 31
SCHEDULE 4

	PHYSICAL ASSETS				ACCUMULATED AMORTIZATION			NET BOOK VALUE	
	Opening Balance	Additions	Disposals	Closing Balance	Opening Balance	Annual Amortization	Closing Balance	Total 2014	Total 2013
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Land	279,748	-	-	279,748	-	-	-	279,748	279,748
Buildings	1,383,275	157,209	-	1,540,484	262,224	38,512	300,736	1,239,748	1,121,051
Automotive	244,506	-	-	244,506	77,793	22,089	99,882	144,624	166,713
Equipment	449,751	36,921	- 4,000	482,672	151,714	31,577	183,291	299,381	298,037
Infrastructure	1,829,571	-	-	1,829,571	365,914	45,739	411,653	1,417,918	1,463,657
	<u>4,186,851</u>	<u>194,130</u>	<u>- 4,000</u>	<u>4,376,981</u>	<u>857,645</u>	<u>137,917</u>	<u>995,562</u>	<u>3,381,419</u>	<u>3,329,206</u>

May 27, 2015

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

RECEIVED

JUN - 2 2015

SKEENA-QUEEN CHARLOTTE
REGIONAL DISTRICT

Dear Chair Pages:

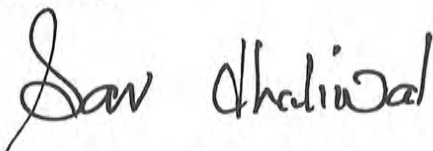
Re: 2014 Resolutions

Please find attached the provincial response to the 2014 resolution(s) put forward by your Board and endorsed by the UBCM membership at Convention.

I trust this information will be of assistance to you. Please feel free to contact Reiko Tagami, UBCM Information & Resolutions Coordinator with any questions.

Tel: 604.270.8226 ext. 115 Email: rtagami@ubcm.ca

Sincerely,



Councillor Sav Dhaliwal
President

Enclosure

WHEREAS the Province is actively supporting the development of liquefied natural gas (LNG) as British Columbia's future economic driver;

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

THEREFORE BE IT RESOLVED that UBCM urge the provincial government to develop an LNG plan to provide immediate and meaningful assistance to local governments in British Columbia that have limited staffing capacity and resources to deal with the demands and challenges associated with major industrial project development.

CONVENTION DECISION: ENDORSED AS AMENDED

PROVINCIAL RESPONSE

Ministry of Community, Sport and Cultural Development

Government is interested in supporting local governments and local government elected officials facing capacity challenges presented by responding to and preparing for major industrial development.

In 2014, the Ministry initiated the Northwest Community Readiness initiative to support those communities facing capacity challenges due to proposed major industrial projects in their region. This initiative involved:

- *providing five planning interns to local governments to provide planning support;*
- *providing a community liaison officer position at Northern Development Initiative Trust offices to assist with review of proponent referrals;*
- *establishing a \$500,000 Community Land Use Planning Program to fund official community plan, and bylaw updates and other planning projects;*
- *establishing a \$500,000 Asset Management Capacity Building initiative to provide state of the art training and support for local government asset inventory and supplemental planning capacity;*
- *providing a dedicated Executive Director to facilitate and assist with inter-ministry issues; and,*
- *partnering to fund a Housing Strategy for the communities of Kitimat, Terrace, Prince Rupert and Port Edward.*

As it monitors the implications of the industrial growth, the Ministry is committed to continuing to work with UBCM and local governments to identify what further responses in support of local governments may be appropriate.

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

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

THEREFORE BE IT RESOLVED that UBCM urge the provincial government to provide the BC Assessment Authority with more flexibility when assessing properties in rural British Columbia.

CONVENTION DECISION: ENDORSED

PROVINCIAL RESPONSE

Ministry of Community, Sport and Cultural Development

Market value assessment is widely considered to be the fairest system for distributing the property tax burden.

The real estate market is the single biggest influence on market values. In addition, when establishing the market value for a particular property, BC Assessment (BCA) considers each property's unique characteristics, including size, layout, shape, age, finish, quality, number of carports, garages, sun decks as well as the condition of buildings. Services in the area, location, views and neighbourhood may also influence a property's market value.

Government appreciates that limited and infrequent property real estate sales data may impact assessments of some rural properties. However, maintaining market value as the basis for determining assessed value assures long term fairness and consistency. It is also important therefore, that property owners initiate discussions with BCA regarding any concerns with their annual assessments and access the property assessment appeal process if they are not satisfied.



REL-11
MAY 26 2015
SKEENA-QUEEN CHARLOTTE
REGIONAL DISTRICT

Reference: 280603

May 21, 2015

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

Dear Chair Pages and Directors:

Thank you for your letter of February 25, 2015, regarding your request to meet and discuss emergency response to marine risk in Northwest British Columbia (BC). I apologize for the delay in responding.

I am looking forward to our meeting scheduled for June 3, 2015. In the meantime, I would like to provide the following information in advance of our time together.

The Nuka reports to which I referred in my February 2015 letter are available on the ministry website at <http://www2.gov.bc.ca/gov/topic.page?id=A6DEFA7F6E344C089AEBEE62B6982A6A>. As noted below, they are large files and the ministry has limited access to hard copies.

- **Volume 1** (7.98MB) – An initial assessment and gap analysis of the existing marine spill prevention and response regime in place for BC.
- **Volume 2** (5.81MB) – A vessel traffic study assessing the current and potential levels of shipping on the west coast of Canada, and the current volume of hydrocarbons being shipped or used as fuel.
- **Volume 3** (4.98MB) – An analysis to identify international best practices and elements required for establishing a world class marine spill preparedness and response regime, which is one of BC's five conditions for considering heavy oil transport.

At this time, as follow up to the consultation process I described in my February 4, 2015 letter, ministry staff are preparing recommendations for our government to consider moving forward. This process is not over. We will continue to engage local governments, First Nations and industry as we continue to develop any new regulations. I have asked staff to include Skeena-Queen Charlotte Regional District in future work toward enhancing British Columbia's spill preparedness and response regulatory regime.

...2

I do agree that we need to continue to analyze these issues. We also continue to work with federal partners to improve the spill prevention, preparedness and response regime across the province with respect to spills in both marine and land-based environments. Staff participated in recent meetings led by our federal partners on the issue of marine preparedness. Staff are also participating in additional debrief sessions with Transport Canada, the Haida Nation and the Coast Guard with respect to the Simushir event.

Thank you again for your letter and I look forward to our upcoming meeting.

Sincerely,

A handwritten signature in cursive script, appearing to read "Mary Polak".

Mary Polak
Minister

cc: Lori Halls, Assistant Deputy Minister, Environmental Protection Division, Ministry of
Environment



SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

14 – 342 3rd Avenue West Prince Rupert, BC V8J 1L5

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

Website: www.sqcrd.bc.ca

February 25, 2015

Minister of Environment
PO Box 9047 Stn Prov Govt
Victoria, B.C.
V8W 9E2

Attention: Honourable Minister Mary Polak

Dear Minister Polak:

Re: Emergency Response to Marine Risk in Northwest B.C.

On behalf of the Board of the Skeena-Queen Charlotte Regional District (SQCRD), I am writing to thank you for your response letter, dated February 4, 2015, in which you outline the steps the provincial government is taking to improve marine spill prevention, preparedness, response and recovery in relation to our coastal resources.

Your correspondence also notes that the province has commissioned the Nuka Research and Planning Group, LLC to prepare a report on the current gaps and opportunities for improving prevention, preparedness, response and recovery for marine spill incidents. The Board of the SQCRD would like to, respectfully, request a copy of the aforementioned report for its records.

The Board strongly feels that these issues need to be further analyzed and explored to minimize the risk of any potential future oil spill off of our coast, and is pleased to hear that the Province is also reviewing the provincial spill preparedness and response regime with industry, First Nations, and local, provincial and federal governments to address these concerns. Of course, the SQCRD welcomes the opportunity to participate in any future processes or discussions to this effect.

At this time, the Board of the SQCRD would like to extend an invitation to yourself, and Ministry staff, to further discuss issues relating to emergency response to marine risk in northwest B.C.

If you have any questions, please do not hesitate to contact the office of the SQCRD.

Yours truly,

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

A handwritten signature in blue ink, appearing to read 'B. Pages', is positioned above the printed name.

Barry Pages
Chair

;df

ORIGINAL



Transport Canada Transports Canada

ITEM 7.3

Pacific Region
Suite 620
800 Burrard Street
Vancouver, B.C.
V6Z 2J8

Région du Pacifique
800, rue Burrard
Bureau 620
Vancouver, C.-B.
V6Z 2J8

Your file Votre référence

Our file Notre référence

10616345

May 14, 2015

Evan Putterill
Chair

Moresby Island Management Committee
#1 Airport RD, P.O Box 33
Sandspit, British Columbia V0T 1T0
MIMC@qcislands.net

RECEIVED
MAY 22 2015
BURNABY-QUEEN CHARLOTTE
RECREATION DISTRICT

Re: Ports Asset Transfer Program – Sandspit Public Port Facility

Dear Mr. Putterill:

On April 24th, 2015, the Honourable Lisa Raitt, Minister of Transport, announced the new Ports Asset Transfer Program to transfer port facilities currently under the sole responsibility of Transport Canada – including Sandspit located in Sandspit, British Columbia. Enclosed is an information package with a complete list of the port facilities.

In some cases, new ownership can help these port facilities thrive and contribute to economic growth, jobs and investments in the community. New operators may have greater flexibility to expand or improve port facilities for continued marine operations or for alternate uses that are more responsive to meeting local needs.

The Ports Asset Transfer Program is a proactive, structured program that includes engagement, sales, and divestiture phases. We expect the Sales Phase to be launched in summer 2015. Once the Sales Phase is launched, port facilities will be first offered for purchase to other federal departments, the provinces, and municipalities, for public purpose. If there are no expressions of interest from any of these organizations, Transport Canada will then seek expressions of interest from other interested parties, including Aboriginal communities, Canada Port Authorities, non-government organizations, the private sector and the general public. If there is no expression of interest in a sale, or if a negotiation for sale falls through, the port facility will be offered for divestiture.

Canada

www.tc.gc.ca

03-0068 (0308-02)

As an update to our letter to you dated October 15, 2014, we are still awaiting the conclusion of our condition assessment of the Sandspit Public Port Facility. We will be in contact with you once the report becomes available.

If you have any questions about the sale or divestiture of the Sandspit Public Port Facility, please contact Lorraine Gill, Regional Manager of Property and Divestiture at Lorraine.Gill@tc.gc.ca or call 604-666-5390.

Yours sincerely,



Robert Dick
Regional Director General

Enclosures:

Port Asset Transfer Program backgrounder
List of port facilities available for sale or divestiture
Map of ports under Transport Canada custodianship
Port facility information

cc: Skeena-Queen Charlotte Regional District
Skeena-Queen Charlotte Regional District
14-342 3rd Avenue West
Prince Rupert, British Columbia V8J 1L5
info@sqcrd.gc.ca



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 (PATP) is a proactive and structured program for the sale or divestiture of 50 Transport Canada-owned port facilities to local interests.

The PATP includes engagement, sale and divestiture phases. During the engagement phase, Transport Canada will communicate with other federal departments, provincial/territorial governments, municipalities, Aboriginal groups and other interested parties to provide information about the Program. This phase will be followed by the sales phase, where Transport Canada-owned port facilities are first offered to other federal departments, the provinces and territories and municipalities. If there is no expressions of interest from these organizations, Transport Canada will then seek expressions of interest from other interested parties including Aboriginal communities, non-government organizations, the private sector and individuals. The sales phase is expected to be launched in summer 2015.

The PATP includes specific timelines for negotiations and transactions with interested parties, and greater operational flexibility for new port facility operators including the possibility of developing port sites for desired alternative uses.

If there is no expression of interest during the sales phase, the divestiture phase will follow. This phase could include a grant and/or funding contribution from the Government of Canada to help continue port facility operations and maintenance.

Important notes:

- 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.
- Parties who consider delaying their participation in the program until the divestiture phase should be aware that Transport Canada cannot guarantee a port facility's availability after the initial sales period.



Port facilities for sale or divestiture under the Ports Asset Transfer Program

Newfoundland and Labrador

Charlottetown
Marystown
Terrenceville

Quebec

Baie-Comeau
Baie-Johan-Beetz
Blanc-Sablon
Cap aux Meules
Carleton
Chandler
Gaspé
Gros Cacouna
Harrington Harbour
Kegaska
La Tabatière
Les Méchins
Matane
Miguasha
Mont Louis
Natashquan
Paspébiac
Point aux Pères (Breakwater)
Portneuf
Rimouski
Romaine
Saint Augustin
Saint François
Tête-à-la-Baleine
Vieux Fort

Nova Scotia

Liverpool (Breakwater)
Lunenburg (Breakwater)

Ontario

Burlington Canal
Cornwall*
Kingston
Owen Sound
Pelee Island
South Baymouth
Tobermory

Manitoba

Berens River

Alberta

Fort Chipewyan

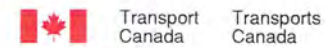
British Columbia

Bamfield West
Bella Bella
False Bay
Hartley Bay
Kingcome Inlet
Klemtu
Kyuquot
Quatsino
Rivers Inlet
Sandspit

Note:

The above list reflects the port facilities available under the Ports Asset Transfer Program as of March 2015. Please visit www.tc.gc.ca/ports-asset-transfer-program for updates to this list as port facilities are transferred. Transport Canada reserves the right to change the number of port facilities available as the Program evolves.

* Transport Canada is currently in negotiation with interested parties for the port of Cornwall. If interested in the port, please contact Transport Canada so that we can advise you should the port remain available.



Ports Under Transport Canada Custodianship

Ports sous la garde de Transports Canada



Canada 
February 2015 / février 2015



Transport
Canada

Transports
Canada

Port Facility Information

Sandspit, British Columbia

Sandspit is located on the northeast side of Moresby Island off the north coast of British Columbia and is approximately 154 km southwest of Prince Rupert.

Facilities

1 Concrete boat launch
1 Approach
1 Wharf

3.7m by 91.4m, unusable
7.3m by 83.8m
39.6m by 21.3m



2013 facility was fenced off and closed to vehicles and pedestrians



Photo of facility in 2009

Canada



June 1, 2015

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

www.transcanada.com/

Hello,

Since early 2013, Prince Rupert Gas Transmission (PRGT) has been engaging with our neighbours, communities and Aboriginal groups about our project. Last November, we received approval from the BC Environmental Assessment Office and recently received the first of a number of BC Oil and Gas Commission (OGC) approvals. We anticipate receiving the balance of these OGC permits in June.

In order to proceed with the first construction activities (preparing construction camps and ancillary sites) PRGT will require the approval of our customer Pacific NorthWest LNG. This early construction work could begin as early as July 1st. Should we not receive remaining permits, and approval to proceed by our customer, this early construction work would not begin at this time. Major mechanical construction of PRGT will proceed only after we receive a positive Final Investment Decision from our customer later this year.

The initial construction activity will be limited to site clearing and preparing construction camp sites, clearing the related sites for stockpiling construction material, and upgrading roads along the route. It is expected that the effect on land and local communities will be minimal as most of the camps will be built on already disturbed land, and any new areas required will be very small. The establishment of these camps as early as possible is one of the most effective ways of limiting impact on local communities, as it allows our workers to be housed in self-contained camps with their own services.

PRGT and our construction contractors will be engaging with local businesses and service providers about the various job and business opportunities that will be made available throughout the course of construction of PRGT. Further information on this engagement will be provided in the coming weeks.

We are committed to engaging with communities and will be sharing information and working with communities to identify and manage issues through regular engagement activities.

Please don't hesitate to contact us should you have any questions or concerns.

Email: princerupertgas@transcanada.com
Toll Free: 1.855.253.0099 (Toll-free)

Sincerely,

John Dunn
Vice President – Prince Rupert Gas Transmission
TransCanada

Prince Rupert
Gas Transmission Project

ITEM 7.5



The Village of
PORT CLEMENTS
"Gateway to the Wilderness"

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

June 3, 2015

To: Village of Masset, Old Massett, Queen Charlotte, Skidegate, SQCRD

Re: Northern Living Allowance for Haida Gwaii

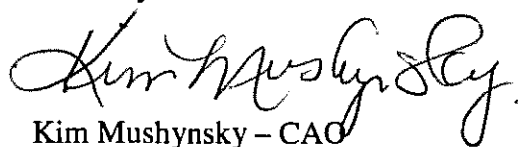
The Northern Allowance is an issue that has been bothering islanders since it was cut in half many years ago on Haida Gwaii. As many communities did, when Nathan Cullen was recently on island, the Village of Port Clements brought this topic up again. Although the Union of BC Municipalities and the Federation of Canadian Municipalities have both endorsed resolutions requesting that this situation be revisited, there has been no movement by Revenue Canada to address the inequity created by the "northern" part of the tax credit. Nathan Cullen suggested to us that we should write a letter to Revenue Canada inviting them to send someone to Haida Gwaii to review the situation. The Village of Port Clements Council discussed writing this letter at the June 1st Regular Council meeting and made a motion to request all communities on island jointly write a letter to Revenue Canada.

Therefore I am requesting that you join us in writing a letter to Revenue Canada asking them to, in person, review the fiscal fairness of having Haida Gwaii considered to be Zone B. If I could get answers from each community before mid-July I will put together a letter and circulate it for signatures shortly thereafter.

Please feel free to contact me if you have any questions. I will be away from the office June 12 -19.

Thank you.

Sincerely,


Kim Mushynsky – CAO



May 27, 2015

Dear Mayors and Regional District Chairs:

As we prepare for the upcoming 2015 UBCM Convention in Vancouver 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 about your priorities.

The theme this year, *Excellence in Action*, is a wonderful way to recognize the successful track we have worked on together to build our province, to highlight our strengths and to lead the way to securing a future for British Columbians today and for many years to come.

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 15th. The invitation code is MeetingRequest2015 and it is case sensitive.

It'll be great to see you at the UBCM Convention. If you have any questions, please contact my UBCM Meeting Request Coordinator, Tim Wong, via his email address which is: UBCM.Meetings@gov.bc.ca or by phone at 604-775-1600.

Sincerely,

A handwritten signature in blue ink that reads 'Christy Clark'.

Christy Clark
Premier

Daniel Fish

From: Glenys SnowDymond <[REDACTED]>
Sent: Tuesday, June 02, 2015 2:06 PM
To: Daniel Fish
Cc: John Disney
Subject: Introductions - Cape Fife Trail
Attachments: CAPE FIFE ACCESSIBLE TRAIL.docx; Untitled attachment 00385.htm

Hello Daniel,

Thank you for your call.

As discussed, I am working with Old Massett Village Council (John Disney) on an application to Western Economic Diversification, to provide accessible accommodations and retrofit & upgrade the Cape Fife Trail in Naikoon Provincial Park on Haida Gwaii.

Please review the attachment that provides a brief profile of the project and requests a letter of support to attach to the application.

Please don't hesitate to contact me should you require further information and I thank you for your time & anticipated letter.

Bye for now
Glenys

Glenys SnowDymond
Universal Access /Barrier Free consultant
Project Analyst/Funding Researcher
[REDACTED]

In Naikoon Provincial Park on Haida Gwaii, BC Parks and Old Massett Village Council partner in the maintenance and development of numerous accessible features to provide an inclusive experience for local people, Haida residents, and the visiting population of tourists.

On National Aboriginal Day in June 2014 they joined in celebration at the opening of the Universally Accessible Tow Hill Blowhole Boardwalk and Old Massett's *Hiellen* Longhouse Village - their culturally appropriate eco-tourism, healing, educational and environmentally sensitive facility that is located on the north side of the Hiellen River, opposite the Boardwalk.

Through the signed Memorandum of Understanding between the Ministry of Environment and Old Massett, they are committed to work closely on providing experiences to maximize opportunities to develop appropriate accessible facilities within the Parks and Conservancies on Haida Gwaii.

Attentive to this goal, they are in agreement that the next step to expand the accessible experience in this area of the Park is to upgrade and improve the ***Cape Fife Trail*** and provide a universally accessible longhouse at *Hiellen* Longhouse Village. The ***Trail*** is a heritage link crossing through the celestial old growth forest to the east side of Graham Island north of Tlell.

Their goal is to access a portion of the ***Trail*** that starts just past the Tow Hill day use parking lot and Hiellen River, in close proximity to the accessible Blowhole Boardwalk, and proceeds to cross the Argonaut Plain and spectacular, unique bog environments. This will entail upgrades to the existing ***Cape Fife Trail***, including portions of boardwalk and bridge repairs. Interpretive panels will be designed and installed reflecting history, culture, eco-system and the environment.

Conjunct with this project, and with the focus to improve access to this environment for persons with disabilities and seniors, they realize that consumers with impairments require appropriate accommodations. Old Massett Village aspires to provide one self-contained lodging, designed with universal access to include bathroom, kitchen and sleeping quarters at the *Hiellen* Longhouse Village.

BC Parks' partnership support includes detailed engineered drawings, a comprehensive assessment of the ***Trail*** and endorsement for the project.

Please accept this brief outline and request to provide a letter of support for this venture as Old Massett Village seeks necessary funds to assist with this vision.



June 5, 2015

TO: UBCM Members
ATTN: ELECTED OFFICIALS

FROM: Chair Rhona Martin
 Chair, Nominating Committee

RE: **Call for Nominations for UBCM Executive**

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

This circular is notice of the UBCM Executive nomination process, including information about the positions open for nomination and the procedures for nomination. The deadline for advance nominations is **Friday July 31, 2015**.

1. Positions Open to Nomination

The following Executive positions are open for nomination:

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

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

2. Qualifications for Office

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

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

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

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

3. Nomination Process

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

The Nominating Committee reviews the qualifications of each candidate. The members of the 2015 Nominating Committee are:

- Chair Rhona Martin, Immediate Past President, UBCM, Chair
- Councillor Brian Frenkel, North Central Local Government Association
- Councillor Chad Eliason, Southern Interior Local Government Association
- Director Rob Gay, Association of Kootenay & Boundary Local Governments
- Councillor Corisa Bell, Lower Mainland Local Government Association
- Councillor Barbara Price, Association of Vancouver Island & Coastal Communities

4. Advance Nominations & Nominating Committee Report

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

To be included in this report, nominations must be received by **Friday July 31, 2015**.

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

5. Nominations Off the Floor

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

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

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

6. Further Information

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

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

Chair Rhona Martin	Chair email: rmartin@csrd.bc.ca
Chair, Nominating Committee	Chair tel: 250.517.9471 (cell)
60-10551 Shellbridge Way	250.836.4509 (home)
Richmond BC V6X 2W9	

UBCM Contact:

Marie Crawford	Email: mcrawford@ubcm.ca
Associate Executive Director	Tel: 604-270-8226 ext. 104

1515/60/Call for Nominations-Items/Call for Nominations



BRITISH
COLUMBIA

ITEM 7.9

RECEIVED
JUN 9 2015

REGIONAL DISTRICT OF
KITIMAT-STIKINE

June 4, 2015

Stacey Tyers, Chair of Regional District of Kitimat-Stikine
Bill Miller, Chair of Regional District of Bulkley-Nechako
Barry Pages, Chair of Skeena-Queen Charlotte Regional District
Northwest British Columbia Resource Benefits Alliance
300 – 4545 Lazelle Avenue
Terrace, BC V8G 4E1

Dear Ms. Tyers, and Messrs. Miller and Pages:

Thank you for your letter regarding a framework for the negotiation of revenue-sharing in Northwest British Columbia. I appreciate hearing from you and I see that you've also copied your correspondence to Ministers Rich Coleman and Coralee Oakes.

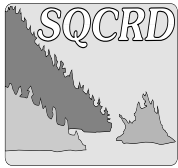
This is just a note to let you know that Minister Oakes will follow up on your concerns directly on my behalf.

Again, I want to thank you for raising your concerns on this matter with us.

Sincerely,

Christy Clark
Premier

pc: Honourable Rich Coleman
Honourable Coralee Oakes



STAFF REPORT

DATE: June 19, 2015

FROM: Daniel Fish, Deputy Corporate Officer

SUBJECT: Prince Rupert Gas Transmission Project Socio-Economic Effects Management Plan

Recommendation:

THAT the staff report entitled “Prince Rupert Gas Transmission Project Socio-Economic Effects Management Plan” be received;

AND THAT the Board provide comments on the Prince Rupert Gas Transmission Project Socio-Economic Effects Management Plan to the Deputy Corporate Officer by July 20th, 2015.

BACKGROUND:

Prince Rupert Gas Transmission Ltd. (PRGT) is proposing to construct and operate a pipeline to transport natural gas from northeast B.C. to Pacific Northwest LNG (PNW) natural gas liquefaction and export facility at Lelu Island, within the District of Port Edward.

In the Environmental Assessment (EA) Certificate Application, PRGT conducted an assessment of potential project-related environmental, social, economic, health and heritage effects. As per condition 34 of the PRGT EA certificate, PRGT has developed the Socio-Economic Effects Management Plan (SEEMP).

DISCUSSION:

The purpose of the SEEMP is to provide a plan for monitoring and reporting on the effectiveness of socio-economic mitigation measures and commitments implemented by PRGT to avoid or reduce potential adverse effects during construction of the project. The SEEMP includes socio-economic mitigation measures developed as part of the EA process, based on past project experience, input from stakeholders, aboriginal groups, regulators and current industry best management practices.

PRGT is providing aboriginal groups, local governments and service providers the opportunity to review and provide input on the SEEMP and will be engaging with these groups during the SEEMP implementation process.

The deadline to provide comments on the SEEMP is August 1st, 2015.

RECOMMENDATION:

Staff is recommending that Board members, should they wish to provide comment, review the electronic copy of the SEEMP and provide comments back to the Deputy Corporate Officer by July 20th, 2015.

Attachment "A"



Socio-Economic Effects Management Plan Review – June 5, 2015

As a follow-up to the *Socio-Economic Effects Management Plan Update*, you received several weeks ago, attached is a Draft copy of the Prince Rupert Gas Transmission Project's Socio-Economic Effects Management Plan (SEEMP). This plan has been prepared in accordance with condition 34 of PRGT's Environmental Assessment Certificate (EAC) and in consultation with the Framework and Guidelines produced by the Ministry of Community, Sport and Cultural Development (CSCD).

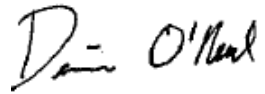
PRGT is seeking your input on the plan, and will follow-up in the coming weeks to identify how you would like to be engaged, or if you have questions or comments on the SEEMP or the SEEMP process. We plan to engage, incorporate feedback and revise the SEEMP for submission to the Ministry of CSCD and the Environmental Assessment Office for approval in Q4 2015. **For this reason, we are requesting comments to be received by August 1, 2015** in order to ensure they can be incorporated into the plan before submission. As per our EAC condition, mechanical work, (i.e. movement of the pipe onto the right-of-way or trenching activities) cannot begin on PRGT until the SEEMP is approved; however clearing and preparation work, along with related mitigations, may be occurring during this engagement phase.

Once approved, the SEEMP will outline how we will engage, monitor and report on the implementation of the commitments in the EAC Application. This will involve ongoing engagement with Interested Parties with regard to mitigations which impact them directly. PRGT will also continue to engage generally on matters that interest our communities, Aboriginal groups, and Nisga'a Nation, and will seek to address community questions and concerns throughout the course of construction. We will also seek to maximize and report on local and Aboriginal opportunities associated with PRGT. The SEEMP is just one more way in which we are being accountable to the commitments we have made and to ensure that we are responding to the needs of local governments, service providers, Aboriginal groups and Nisga'a Nation with regard to community infrastructure and services, traffic and community benefits on an on-going basis.

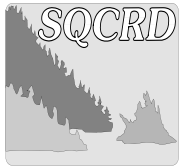
If you have any questions, or would like to submit comments on the document, please contact Devin O'Neal, Socio-Economic Advisor for PRGT at devin_oneal@transcanada.com or call (403)462-6197.

We will be reaching out to stakeholders in the coming weeks to determine how we can best integrate your comments into our SEEMP.

Sincerely,

A handwritten signature in black ink that reads "Devin O'Neal". The signature is written in a cursive, flowing style.

Devin O'Neal
Socio-Economic Advisor
Prince Rupert Gas Transmission Project



REPORT

DATE: June 19, 2015

FROM: Joan Merrick, Consultant

SUBJECT: MIMC Financials - Update

Recommendation:

THAT the Board receives the consultant's report "MIMC Financials - Update";

AND THAT the recommendation at the bottom of this report be supported by the Board.

BACKGROUND:

Staff had previously brought to the Board's attention the lack of accountability by the Moresby Island Management Standing Committee (MIMC), particularly in regard to financial matters. With the changes to a new Director and some new members of MIMC in late 2014, the Board supported staff's recommendation to bring the MIMC finances back under the control and guidance of Skeena-Queen Charlotte Regional District (RD) staff. Since then staff has been working to gain access to the bank account and to gather the financial records from the previous Director and Administrative Assistant.

DISCUSSION:

As per the Board's policy on Financial Accounts of Committees and Commissions, the RD is now one of the signing authorities on the MIMC bank account. In addition, staff have received some of the financials documentation, although there are still some records that are incomplete or missing.

One of the challenges with analyzing the financial status of MIMC is that the old committee took in and managed funds from outside sources, such as Loggers Sports Day and the recently formed Sandspit Community Society (SCS). In addition, much of the documentation that has been received is not well labeled so it is difficult to determine the exact purpose or source of funds; ie: a cheque stub will just say "TELUS" but doesn't say if it was for the hall, the community office or some other facility. Over the past year or so much of the daily financial transaction were shifted over to the SCS and very little was actually "put through the books" for MIMC.

To try to gain cooperation from MIMC in regard to providing the RD with proper financial information staff withheld funds from the committee from both the MIMC and water grants for 2014. This has resulted in the RD holding \$88,283 in funding to cover 2014 costs for MIMC and Sandspit Water.

As to the status of the MIMC financials, at the beginning of 2014 there was \$121,036 in the MIMC bank account. Staff was not provided with any financial statements or transaction records for 2014, however, it appears that the bank account was drawn down over the year to pay various water bills and hall expenses. In addition, there was also money received and paid out for Loggers Sports Day and The Gwaii Trust Christmas Fund. The largest transactions were transfers to the SCS totaling \$40,832.44; there is no documentation provided for those transfers. The balance remaining in the MIMC accounts (savings and chequing) as of June 9, 2015 is \$3,730.06.

While the records are incomplete, various "bits" of information have been pieced together to form a financial overview. Keeping in mind that there are transactions still not accounted for in 2014 that could change these amounts, the following is a financial snapshot for 2014:

\$47,363.89	Water Reserve (last reported December 2012)
\$3,500.00	Estimated surplus from Loggers Sports Day
-\$15,000.00	Estimated deficit from SS Community Hall (reported in 2014 by Director); to be recovered from taxation over three years
<hr/>	
\$35,863.89	Total funding that should be in MIMC bank account
\$3,730.06	Balance in MIMC chequing and savings account
\$35,000.00	Held by RD for MIMC
\$53,283.00	Held by RD for SS Water
<hr/>	
\$92,013.03	Total funds held by RD
\$56,149.14	Surplus funds

There has been some discussion about performing an internal or forensic audit of the MIMC accounts, however, given the difficulty in gathering various records and the cost to perform such a review (estimated cost \$10,000-15,000) staff recommend having the consultant piece together as much of 2014 financials as possible and use those figures along with the summary above to create a starting point for 2015 (estimated cost \$2,000-3,000).

In the interim, staff recommend allocating the funds as follows:

1. Close the MIMC bank account and transfer the funds to the RD. \$3,500 should be paid out to the Loggers Sports Day committee with the balance being held in surplus for the MIMC committee.

2. Sandspit Water

\$47,363.89	Transfer into the water reserve
\$5,919.11	Hold as a surplus in SS Water until 2014 information is clarified
<hr/>	
\$53,283.00	Held by the RD for water

3. Community Hall - Set up \$15,000 deficit in the RD accounts and continue to recover those funds over three years from taxation.

4. MIMC - allocate the 2014 funding back to the same functions that funded it in 2014.

\$23,000	allocated to function 120 Electoral Area Admin
\$12,000	allocated to function 121 Electoral Area E Admin. <i>These funds should be set aside in an appropriated surplus for future projects or unknown commitments (see note below)</i>

\$35,000	Held by RD
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5. Piece together the 2014 financials from the available information to determine any changes to the existing surplus / deficit position above.

These amounts may be impacted slightly once the 2014 financials have been completed; further adjustments may be necessary and will be reported once the review is done.

A note of caution; given the intermingling of funds between various organizations and MIMC staff anticipate that at some point there may be a request to payout funding to some outside organization such as the Sandspit Community Society. If such a request is received the onus must be on the outside agency to document and prove that the funding is owed prior to any funds being released. Holding the \$12,000 of Electoral Area Admin Area E funding in appropriated surplus for a period of at least one year should mitigate any claims that may arise.

It was brought to staffs attention that the MIMC committee has requested to take over the financial administration again. Staff strongly recommend against this. While the newly hired administrative assistant may be very capable, it is more onerous for RD staff to have to track records done outside of the organization. Given the relatively few transactions that are done annually for both water and the committee, it is more cost effective for the finances to be done in house. This will also eliminate the potential to wind up in a similar position as before. Alternatively, an account could be set up for Loggers Sports Day and Gwaii Trust Christmas Fund (GTCF) and MIMC could voluntarily do the bookkeeping for those committees. It is important to note that Loggers Sports Day and GTCF are not RD services or events and are not associated in any way with the RD.

Credit Card:

Staff have recently determined that a credit card was issued to MIMC. There is a small balance that staff is paying off. Staff have requested a resolution from MIMC to add the RD as an administrator on the account. Once the RD has control the credit card account will be closed.

RECOMMENDATION:

Staff and the Consultant recommend the following:

1. Close the MIMC bank account and transfer the funds to the RD. \$3,500 should be paid out to the Loggers Sports Day committee with the balance being held in surplus for the MIMC committee.

2. SS Water

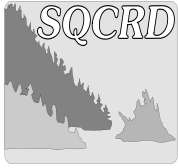
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<hr/>	
\$35,000	Held by RD

5. Piece together the 2014 financials from the available information to determine any changes to the existing surplus / deficit position above.



STAFF REPORT

DATE: June 19, 2015

FROM: Daniel Fish, Deputy Corporate Officer

SUBJECT: Authority for Financial (Banking) Transactions Policy Amendment

Recommendation:

THAT the Board receives the staff report “Authority for Financial (Banking) Transactions”;

AND THAT the Authority for Financial (Banking) Transaction Policy be amended to include “Sandspit Water Operator” and “Moresby Island Management Standing Committee Administrative Assistant” as additional vendors under section 2.2.2.

Background:

In December 2012, the Board of the Skeena-Queen Charlotte Regional District (SQCRD) adopted the *Authority for Financial (Banking) Transactions Policy*, with subsequent amendments being adopted in October 2013, to clarify the level of approval required for various financial (banking) transactions paid either by cheque or electronically.

Discussion:

Under the current policy, Electronic Funds Transfers (EFT) are permitted for the payment of payroll, director and staff expense reimbursements, and a limited group of vendors.

The Sandspit Water Operator and the Moresby Island Management Standing Committee Administrative Assistant have expressed a desire to be paid monthly through means of EFTs.

Given that the current policy does not authorize EFT payment to the Sandspit Water Operator and Moresby Island Management Committee Administrative Assistant, an amendment to that effect has been drafted and attached for the Board’s consideration. Please note that amendments to the policy have been included as bold text in the attached.

Recommendation:

That the Board amend the Authority for Financial (Banking) Transaction Policy to include “Sandspit Water Operator” and “Moresby Island Management Standing Committee Administrative Assistant” as additional vendors under section 2.2.2.



Skeena-Queen Charlotte Regional District

BOARD POLICY

Title:	Authority for Financial (Banking) Transactions	
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1. PURPOSE

To clarify the level of approval required for various financial (banking) transactions paid either by cheque or electronically.

2. POLICY

2.1. Cheques

All cheques require two signatures – one authorized Director and one authorized staff person.

2.2. Electronic Transactions

2.2.1. Pre-authorized Payments (PAP) – Payments to the following vendors may be completed electronically by using a pre-authorized payments system:

- Municipal Pension Plan
- Ricoh (photo copier lease)
- Municipal Finance Authority

2.2.2. Electronic Funds Transfer (EFT) – The following types of payments may be completed electronically by using the Electronic Funds Transfer system:

- Payroll – automatic deposit of bi-weekly or monthly pay
- Director and staff person expense reimbursement
- Vendors:
 - Fast Fuel
 - BC Hydro
 - Chevron
 - **Water System Operator**
 - **Moresby Island Management Standing Committee**
 - **Administrative Assistant**

2.2.3. Online Banking (OLB) – Payments to the following vendors may be completed electronically by using the Online Banking system:

- Receiver General
- Corporate credit cards

3. TERMS / DEFINITIONS

“Authorized” for the purpose of this policy refers to any person delegated bank signing authority by resolution of the Board.

“Designate” refers to a staff person who has authorized bank signing authority and who is called upon for approval of transactions in the absence of the Treasurer.

4. SCOPE

This policy applies to all staff and Directors in regard to the approval of financial transactions.

5. RESPONSIBILITY

This policy will be administered by the Treasurer and may be amended from time to time by resolution of the Board.

6. PROCEDURE

6.1. Cheques

6.1.1. Each batch of cheques will have a cheque listing report reviewed and approved by the Treasurer or designate, prior to the cheques being printed.

6.1.2. A complete listing of all cheques issued in the previous month will be produced and provided to the Chair and Vice-Chair for review.

6.2. Electronic Transaction

6.2.1. Pre-authorized Payments (PAP) – Agreements to enter into a pre-authorized payment arrangement will be signed by the Treasurer or CAO.

6.2.2. Electronic Funds Transfer (EFT) – The Treasurer or designate will review and approve the transactions prior to staff uploading the electronic files. Once the electronic file has been uploaded, the Treasurer or designate will log on to the EFT system for authorization of the file.

6.2.3. Online Banking (OLB) – The Treasurer or designate will review and approve the transactions prior to staff entering the electronic payment. Once the payment has been entered to the OLB system, the Treasurer or designate will log on to the system for authorization of the file.

7. REFERENCES

Delegation Bylaw
Signing Authority by Resolution

Amendment Date	October 18, 2013	Resolution No.	359-2013
Approval Date:	December 14, 2012	Resolution No.	410-2012



Haida Gwaii Recreation Coordinator's Report
Month End: May 2015
Submitted By: Lucy Neville

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

Registered Programs

Bike Re-Psych – Better weather means more bikes on the road! This month had a great turnout at the **Queen Charlotte** Teen Centre with a total of **28** participants fixing their rides this May.

Weight Room Orientations – BCRPA instructor Lisa Shoop held an orientation on May 14th at the weight room in **Queen Charlotte** with a total of **7** participants.

Alternate Fitness – led by BCRPA-certified instructor Harold White, this program ran twice-weekly classes at the HG Rec Building in **Masset**, every Tuesday and Thursday with a total of **18** participants in May. Multitalented instructor Ruth Bellamy concluded the Alternate Fitness class in **Port Clements** with a total of **10** attendees this month.

Yoga Foundations Level I&II – combining the beginner and intermediate practices into one mixed-level flow course, instructor Sarah Aasen focuses on grounding and balancing in this iyengar-based yoga, held Tuesday and Thursday evenings in **Masset** at the HG Rec Building. A total of **62** participants learned to gently stretch and strengthen this May.

Jump Into Summer – moving fluidly from yoga to alternate fitness to Pilates, instructor Ruth Bellamy ran this combination Interval Circuit and Pilates class, held twice weekly at the Multiplex Gym in **Port Clements**, with a total of **27** participants this May.

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

Conservation and Outdoor Recreation Education (CORE) – taught by longtime instructor Ron Haralson, this course was held in **Masset** for two consecutive weeks and focused on safe hunting practices; it was attended by a total of **12** participants in the process of obtaining their hunting licenses.

Listen and Learn: Intergenerational Mentorship – a successful grant meant the continuation of a new program this March focused on intergenerational mentorship. This month saw a diverse array of programs in **Masset** and **Queen Charlotte** featuring hatha yoga, tai chi and three Haida village site trips via zodiac boat. A total of **105** seniors and youth attended the programs this month across both communities.

Movie Nights

The sequel to the ‘SpongeBob Movie’, ‘Sponge Out of Water’ was shown across the islands this May. Due to a faulty pin-to-play DVD code, the Masset screening was cancelled.

Queen Charlotte – 76
Port Clements – 20

Total: 96

Drop In Programs

Haida Gwaii Rec. provides insurance and First Aid to all volunteers willing to run drop in programs throughout the school year at all island schools. Volunteers collect twoonies to cover the School District 50 rental fee, and are charged per course for any incurred equipment damages. To register a sport for drop-in, a valid and current First Aid certificate is required. The Spring season of Drop-in Sports concluded on **May 29th**, just prior to school closures.

Queen Charlotte Secondary School Gym

Mondays:

Hula-Hooping 6:00 – 7:00

Pickleball 7:00 – 8:00

Indoor Soccer 8:00 – 10:00

Tuesdays:

Floor Hockey 9:00 – 10:00

Wednesdays:

Dodgeball 8:00 – 10:00

Thursdays:

Volleyball 9:00 – 10:00

Fridays:

Floor Hockey 8:00 – 10:00

George M. Dawson Secondary School Gym

Mondays:
Volleyball 7:00 – 9:00

Tuesdays:
Badminton 7:00 – 9:00

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

Sundays:
Indoor Soccer 3:00 – 5:00

Sk'aadgaa Naay Elementary School Gym

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

A.L. Mathers Elementary School Gym

Sundays:
Badminton 6:00 – 8:00

Fridays:
Floor Hockey 6:00 – 9:00

Events and Affiliated Programs

Masset Lecture Series

In collaboration with Northwest Community College (NWCC) and Mount Moorsby Adventure Camp, HG Rec has created the **Masset** Lecture Series, based on the similarly-named CBC Massey Lecture Series, held each year since 1961. The Masset Lecture Series is community-led and takes place every other Monday evening, with two speakers per event. Lynn Lee and Leandre Vigneault concluded the lecture series before its summer hiatus with two well-attended talks on riparian systems, marine ecosystem rehabilitation, and the effects of marine traffic on sensitive waterways. A total of **75** locals attended lectures this May.

Haida Gwaii Youth Assembly

Now in its third year, the 2015 HGYA was once again a foot-stomping success and amazing collaboration with the Old Massett Youth Program, Council of the Haida Nation, and an army of volunteers. Over **80** youth from across Haida Gwaii came together in Old Massett for two days of governance education, team challenges, fact-based scavenger hunts, trust-building exercises, and leadership nominations.

Mount Moresby Adventure Camp

HG Rec and Haida Gwaii Encounters provided 5 days of stand-up paddleboard (SUP) instruction for the Sk'aadgaa Naay and AL Mathers grade 5 class from May 25-29, as well as a review and recertification of Red Cross HEARD principles for **11** staff, guides and camp interns. A total of **25** youth and chaperones participated in learning the basics of SUP and water safety in gloriously sunny weather on Mosquito Lake.

HG ASSAI Programs

Kicking off the final round of programs that continue to the end of the school year, the HG After School Sport and Arts Initiative (ASSAI) program offers a wide variety of sport, art and cultural programs across the islands free to youth ages 5-18.

Surf Club (all-island) – 11
After School Sports and Games (SKA) – 22
After School Arts and Crafts (OMYC) – 13
After School Sports and Games (OMYC) – 11
Fibre Arts: Create, Make, Wear! (GMD) – 16
SUP (Stand-Up Paddleboard) Club (all-island) – 25
Visual Arts (PCES) – 23
After School Arts (L&L) – 20
Girls Fit4Defense (QCTC) – 2
Haida Song & Dance (QCSS) – 2
DIY Art Mondays (ALM) – 10
Sewing Club (ALM) – 10
Red Cross Babysitters Course – 50
Forum Theatre (TAH) – 40
Ceramic Arts (GMD) – 10
Kayak Club – 25

Total HG ASSAI May participants: **290**

Total May 2015 participants in HG Rec programs/events: 882

** Total May 2014 participants in HG Rec programs/events: 828*

Upcoming Summer Classes

Weight Room Orientations – Instructor Lisa Shoop will host an orientation at the weight room June 18th in **Queen Charlotte**.

Rugby Canada Clinic – returning HG Rec instructor Kris de Scossa will be back on Haida Gwaii from June 5-13 to deliver the new 'Rookie Rugby' fundamentals of rugby workshop in **Masset, Port Clements** and **Queen Charlotte**.

Summer Programs – our annual HG Rec Summer Programs will be held in **Masset, Port Clements, Skidegate** and **Sandspit** throughout the months of July and August, kicking off on July 6th at AL Mathers Elementary.

Additional Reporting

Heart-Safe AED Grants

On behalf of HG Recreation and the HG Fitness Association, the Rec Coordinator has applied for two AEDs (auto-external defibrillators) to be installed and available for emergency usage at both the HG Rec Building and future Masset Fitness Centre site.

Canada Summer Jobs Grant

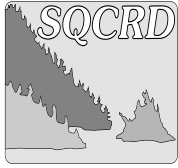
HG Rec's application for funding via the Canada Summer Jobs program was successful, and will be applied to subsidizing costs for this year's Summer Program Leader position. The position provides full-time employment for an island youth majoring in the fields of recreation, sports management, education, social development, or outdoor education, from June to September.

Summer Program Employees

Following three weeks of promotion and advertising, the HG Rec office received over twenty applicants for the positions of Summer Program Leader and Summer Program Assistant. After an extensive interview process, we are very pleased to announce that Tianna Grosse (Program Leader) and Fergus Wilson (Program Assistant) will be joining the HG Rec team for the 2015 Summer Program!

Lucy Neville

Haida Gwaii Recreation Coordinator



STAFF REPORT

DATE: June 19, 2015

FROM: Daniel Fish, Deputy Corporate Officer

SUBJECT: 2015 UBCM Resolution Submissions

Recommendation:

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

AND THAT the Board support submitting the “Marine-Related Emergency Response Standards” and “LNG Siting Standards and Best Practices” resolutions to the Union of B.C. Municipalities.

BACKGROUND:

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

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

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

At the May 22, 2015 Regular meeting, the Board requested that staff begin drafting a resolution to address the need for a clear definition of “world leading” and “industry standard” as they pertain to marine spill prevention and response.

In early June, staff received a request from the Board to develop a resolution pertaining to LNG siting standards and best practices for the Board’s consideration.

RECOMMENDATION:

Staff is recommending that the Board, if it is in agreement with the resolution as drafted, support sending the “Marine-Related Emergency Response Standards” resolution to the Union of B.C. Municipalities.

RESOLUTIONS:

Marine-Related Emergency Response Standards

WHEREAS Coastal Municipalities in B.C. are subject to increasing risk factors associated with the shipment and distribution of natural resources by way of marine transportation;

AND WHEREAS local, provincial and federal government have a shared interest and responsibility for the preparation and response to marine-related environmental emergencies in B.C.;

AND WHEREAS, pursuant to the *Canada Shipping Act*, the Minister of Transport may issue standards for response organizations, including specifications and technical and operational requirements;

THEREFORE BE IT RESOLVED THAT the UBCM support lobbying the provincial and federal government to clearly define “world leading” and “industry standard”.

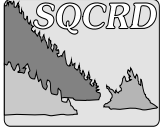
LNG Siting Standards and Best Practices

WHEREAS the Province of B.C. has embarked on an ambitious promotion of Liquefied Natural Gas (LNG) exports;

AND WHEREAS the Province of B.C. has stated that the LNG export industry will be world leading using industry best practices;

AND WHEREAS the Province of B.C. has a lead role in ensuring that public interest is protected;

THEREFORE BE IT RESOLVED THAT the UBCM support lobbying the provincial government to work with communities to clearly define what “world leading” represents, and which industry best practices shall be accepted in B.C.



BOARD REPORT

TO: Skeena-Queen Charlotte Regional District Board

FROM: Morganne Williams, Planner

TOPIC: 507 Beach– Yan Min Gu - Zoning and OCP Amendment Application

DATE: June 19, 2015

BACKGROUND

The Skeena-Queen Charlotte Regional District has received an application from Cathy Shen on behalf of Yan Min Gu to rezone Lot 11, Plan PRP 3734, DL 165, Parcel Identifier 011-759-836, Moresby Island, from R-1 Rural Residential District zone to C-2 Tourist Accommodation District zone. The property is located at 507 Beach Road as shown in Attachment A.

EXISTING AND PROPOSED DEVELOPMENT

The applicant has indicated there is currently a small residence and multiple auxiliary structures on the property, all of which will be removed in order to allow for the construction of a hotel (Attachment B – Survey Plan).

The proposed development would result in a three level hotel with 32 rooms and 32 parking stalls. The applicant intends to maximize the development area to the required setbacks as shown in the attached site plan (Attachment C).

ZONING AND OCP DESIGNATIONS

R-1 Zone

The existing R-1 zone applies to land uses that tend to be for larger rural residential lots that may be used for: agriculture, forestry, veterinary clinics and kennels and home occupation.

The minimum parcel size requirement is 4000 m² and setback requirements for buildings and structures are ten (10) meters from the front lot line, seven (7) meters from the rear lot line and five (5) meters from a side lot line. The height of buildings and structure permitted in R-1 is 9 meters.

C-2 Zone

The proposed C-2 zone permits uses that support and complement tourism such as campgrounds, traveller accommodation, restaurants and cafes, private recreational facilities, lodges and other tour operational buildings, convenience retail stores and accessory residential use for the owner or caretaker

In this zone, buildings or structures cannot be within seven (7) meters of a front lot line or three (3) meters of a rear or side lot line. Similar to the height restriction in R-1, the maximum height for the desired designation is also 9 meters. The minimum parcel size for the desired zoning is

2000 square meters (0.2 ha), and the subject parcel is 0.69 ha, which exceed the minimum lot requirements.

The proposed hotel meets these requirements as set out in the zoning requirements for C-2 Tourist Accommodation

Official Community Plan (OCP) Designation

The Moresby Island Official Community Plan Bylaw No. 236, 1995 designates this property as residential, which is complementary to the current zoning designation of R-1. In order for the applicant to amend the zoning designation to C-2 Tourist Accommodation District, an OCP amendment is also required to ensure there is consistency among plans, thus, and OCP amendment from residential to commercial is also required.

Relevant Policy Excerpts from OCP:

Policy 3.2.1 - use the zoning bylaw to designate locations for local commercial development along arterial and collector roads (page 13).

Map 8: Alliford Bay Road (Beach Road) is depicted as an Arterial Road.

Policy 3.2.3 - maintain regulations in the zoning bylaw for a tourist accommodation commercial designation to allow for development of campsites, RV parks, tour operations, etc. (page 13).

ADJACENT ZONING & LAND USES

The parcels directly to the east and west of the subject property have a zoning designation of R-1 Rural Residential District. There are two parcels in close proximity that are zoned C-2 Tourism Accommodation District to the east of the subject property. The adjacent properties to the rear are zoned A-1 Agricultural Forestry District.

The land uses on either side of the subject parcel are both residential. A single family dwelling is located at 509 Beach Road while residential outbuildings are on 505 Beach Road.

SERVICING

Sewage Disposal

An engineering firm, on behalf of the applicant, has been communicating with Northern Health respecting a proposed sewerage system. BWD Engineering Inc. has submitted soil profile information and an onsite Wastewater System Construction Package to this agency. The proposal is for sewerage from the motel units to flow by gravity through a single line to a series of four septic tanks. The sewerage from the dining room will flow to a grease trap and subsequently to the series of septic tanks. From the septic tanks, effluent is pumped by time dose controller to the septic field.

Water Servicing

The subject parcel is served by the community water system, operated by the Moresby Island Management Standing Committee (MIMC). A water meter is located on the front property line.

A fire hydrant is located on the northwest corner of the property.

POTENTIAL NATURAL HAZARDS

As per the Floodplain Management Provisions under the zoning bylaw, a parcel is considered within a floodplain if the land is lower than 1.5 meters above the Natural Boundary of the sea, any watercourse, lake, swamp or pond. Additionally, the floodplain setback area designation is land within 15 meters of the Natural Boundary of the sea, any watercourse, lake, swamp or pond.

A consulting firm has prepared contour mapping which indicates the subject parcel to be more than 5 meters above the natural boundary and more than 15 meters between the parcel and the Natural Boundary.

POTENTIAL AGENCY ISSUES

Potential agency issues will be updated following the release of the regular agenda.

BYLAW AMENDMENT

The bylaw amendment to change the zoning from R-1 to C-2 is Attachment D.

The bylaw amendment to change the OCP designation from Residential to Commercial is Attachment E.

PUBLIC HEARING AND PUBLIC INPUT

In accordance with s. 980 of the *Local Government Act*, a public hearing is required for the amending bylaws. A public hearing must be held after first reading and before third reading.

APC INPUT

Staff have referred a report on this application to the Moresby Island Advisory Planning Commission.

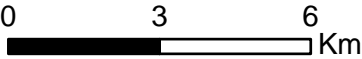
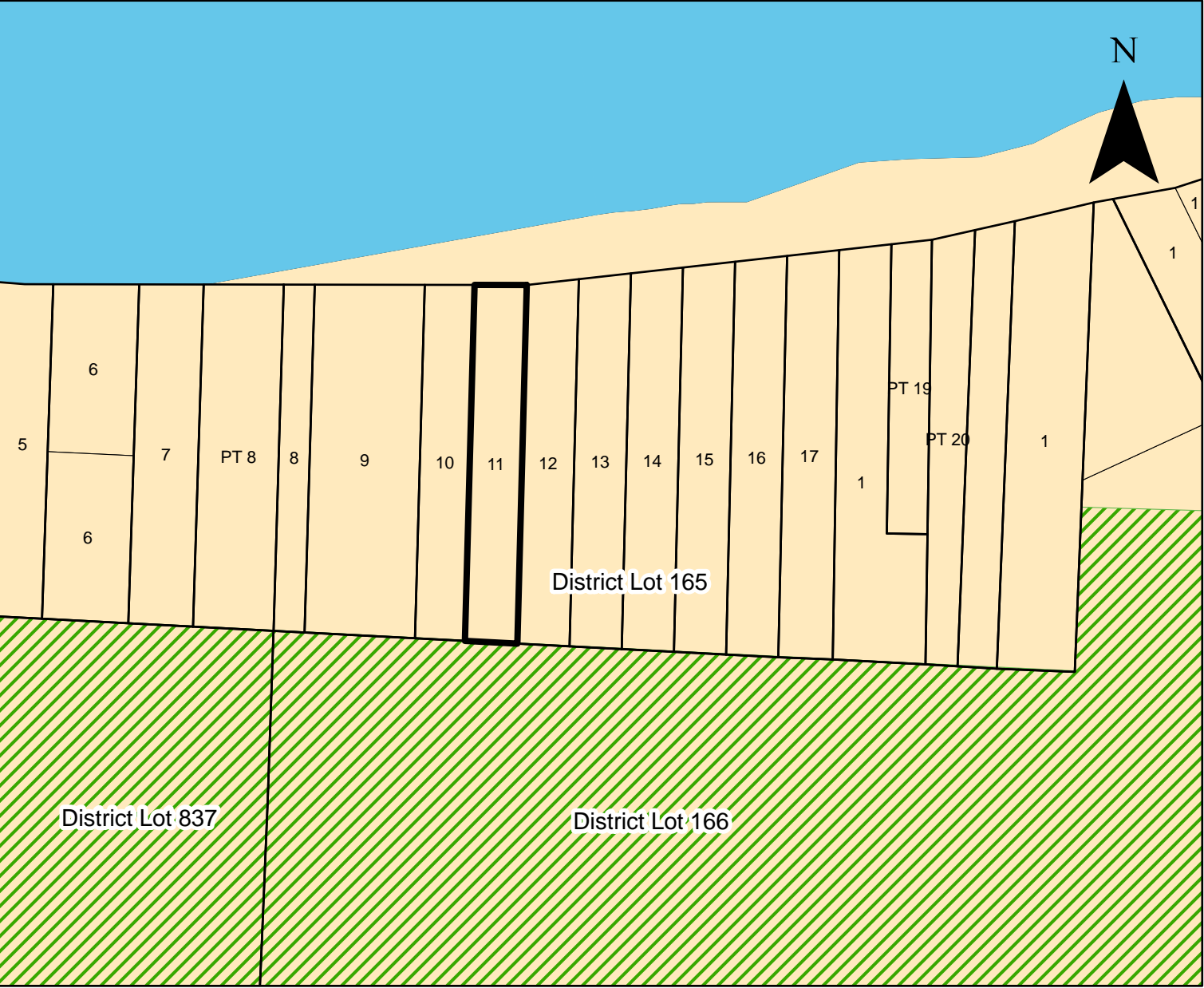
RECOMMENDATIONS

Staff recommends that, with respect to the application submitted to Cathy Shen on behalf of Yan Min Gu to rezone Lot 11, Plan PRP 3734, DL 165, Parcel Identifier 011-759-836, Moresby Island, from the R-1 Rural to C-2 Commercial and to change the OCP designation from residential to commercial, the Regional District Board:




- a) Receive comments from provincial agencies, MIMC and from the Moresby Island Advisory Planning Commission;
- (a) Consider whether referral to agencies other than the Ministry of Transportation and Infrastructure, Parks, the Ministry of Community, Sport and Cultural Development, Heritage Conservation Branch and the Skidegate Band Council should be undertaken;
- (b) If no additional referrals are to be undertaken and there is a desire to proceed with the OCP amendment, that the Board consider the Moresby Island Official Community Plan amending bylaw in conjunction with the five-year financial plan and the regional solid waste management plan;
- (c) That the Board give first and second readings to Moresby Island Official Community Plan Amendment Bylaw No. 599, 2015,
- (d) If no additional referrals are to be undertaken and there is a desire to proceed with the rezoning, give first and second reading to the Moresby Island Interim Zoning Amendment Bylaw No. 598, 2015; and further that
- (e) A public hearing be scheduled at the Sandspit Community Hall on July 7th at 7:00 pm.

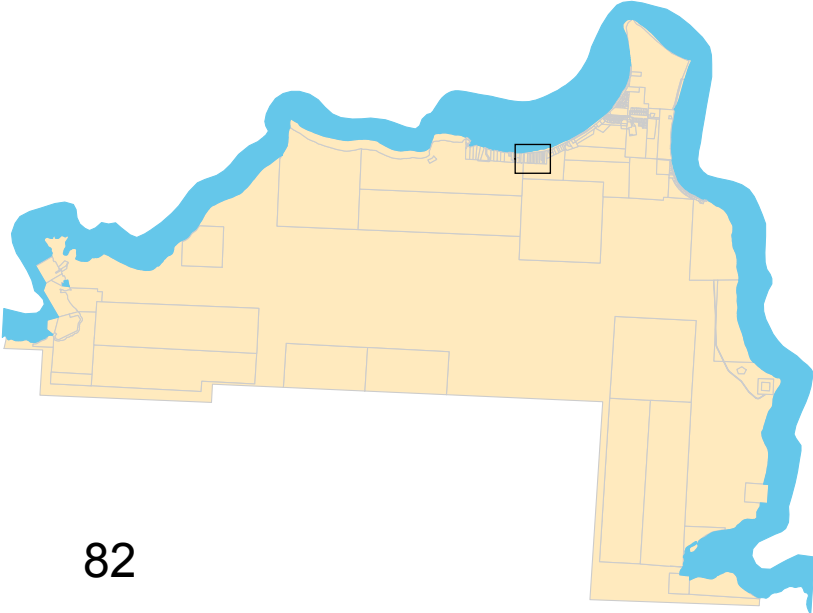
Attachment A

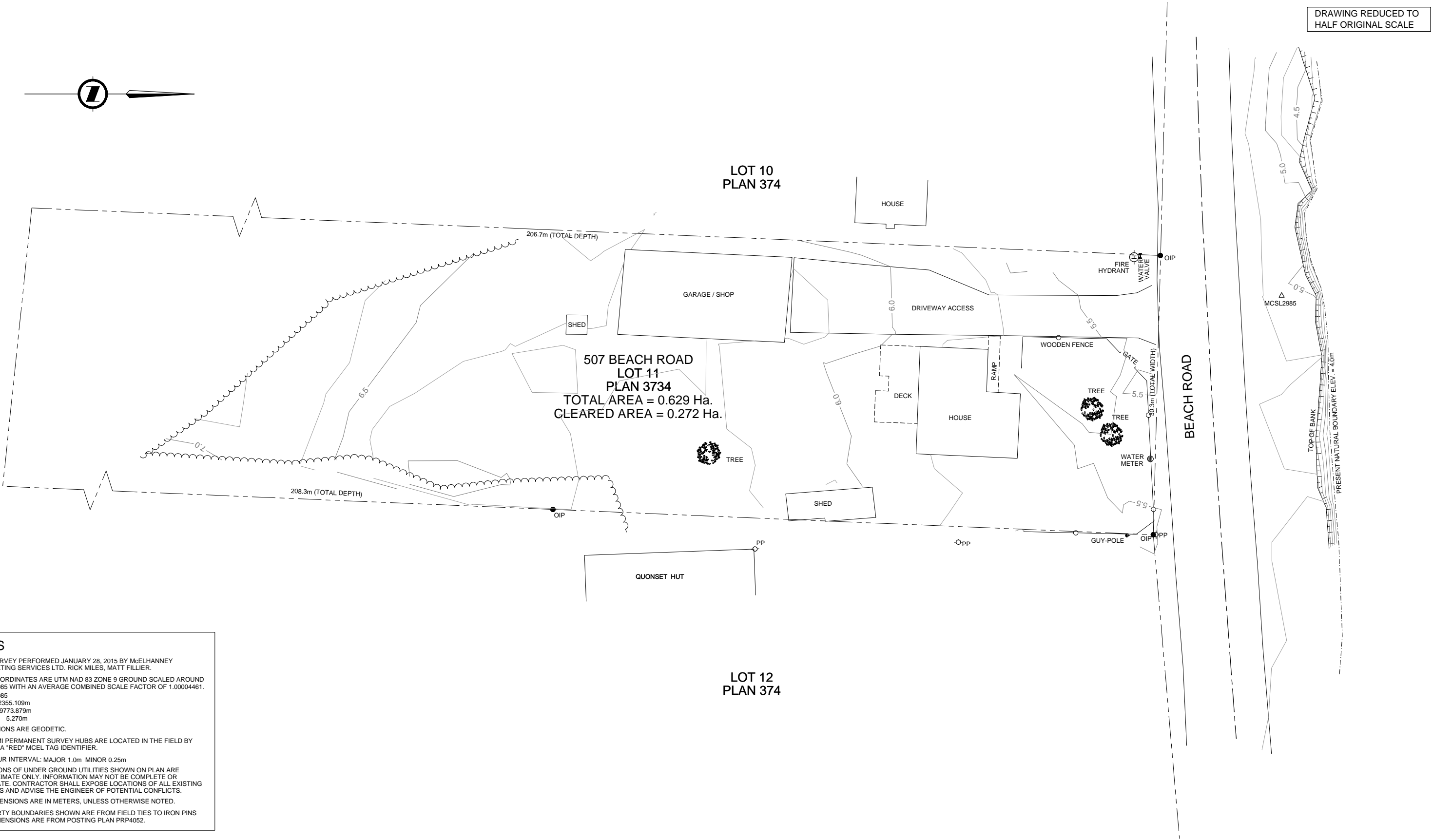
Location map showing the subject parcel for the zoning and OCP amendment application for Lot 11 DL 165 Plan PRP 3734.



Legend

-  Subject Property
-  ALR
-  Parcels





NOTES

1. SITE SURVEY PERFORMED JANUARY 28, 2015 BY McELHANNEY CONSULTING SERVICES LTD. RICK MILES, MATT FILLIER.

2. SITE COORDINATES ARE UTM NAD 83 ZONE 9 GROUND SCALED AROUND MCSL 2985 WITH AN AVERAGE COMBINED SCALE FACTOR OF 1.00004461.
MCSL 2985
N: 5902355.109m
E: 309773.879m
ELEV. 5.270m

3. ELEVATIONS ARE GEODETIC.

4. ALL SEMI PERMANENT SURVEY HUBS ARE LOCATED IN THE FIELD BY HAVING A "RED" MCEL TAG IDENTIFIER.

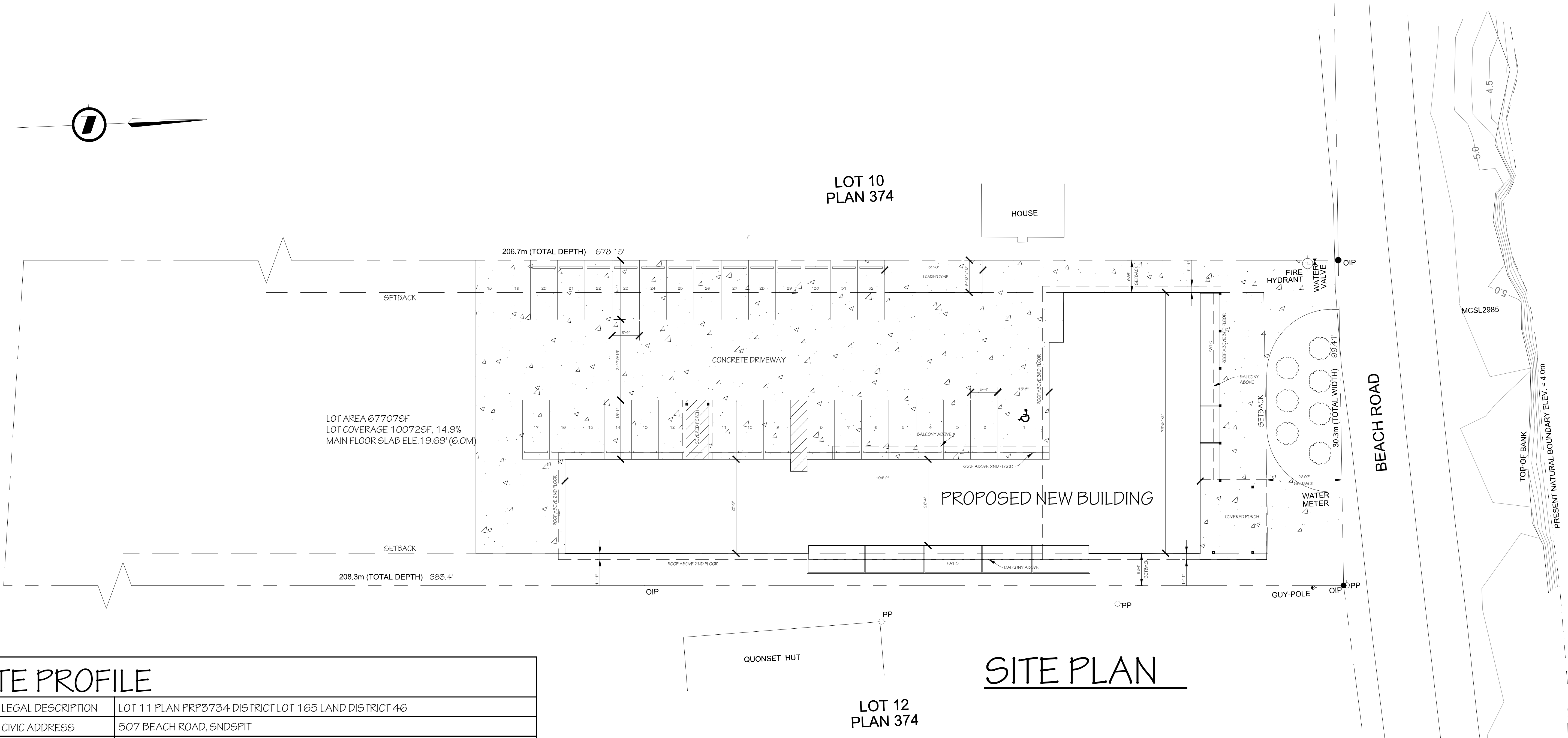
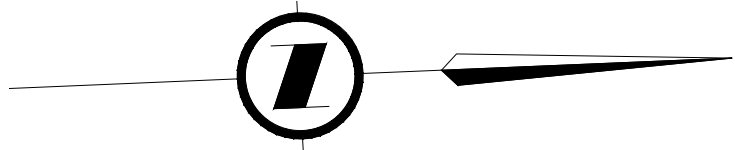
5. CONTOUR INTERVAL: MAJOR 1.0m MINOR 0.25m

6. LOCATIONS OF UNDER GROUND UTILITIES SHOWN ON PLAN ARE APPROXIMATE ONLY. INFORMATION MAY NOT BE COMPLETE OR ACCURATE. CONTRACTOR SHALL EXPOSE LOCATIONS OF ALL EXISTING UTILITIES AND ADVISE THE ENGINEER OF POTENTIAL CONFLICTS.

7. ALL DIMENSIONS ARE IN METERS, UNLESS OTHERWISE NOTED.

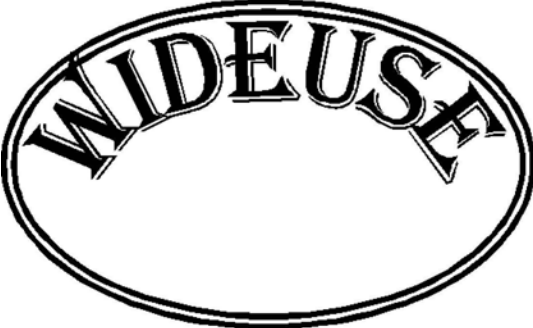
8. PROPERTY BOUNDARIES SHOWN ARE FROM FIELD TIES TO IRON PINS AND DIMENSIONS ARE FROM POSTING PLAN PRP4052.

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SITE PROFILE

	LEGAL DESCRIPTION	LOT 11 PLAN PRP3734 DISTRICT LOT 165 LAND DISTRICT 46	
	CIVIC ADDRESS	507 BEACH ROAD, SANDSPIT	
	LAND SIZE	0.629HA (677075F)	
	LAND WIDTH	99.41'	
	ZONING	R-1 (APPLYING TO CHANGE TO C-2)	
5.0	PARKING & LOADING	LENGTH	WIDTH
5.5.2	PARKING SPACE	18.04'	8.2'
5.5.3	MANOEUVRING AISLE		24.61'
5.6	LOADING SPACE	29.53'	9.84'
11.1	EXISTING USE	RESIDENTIAL	
	EXISTING BUILDING	SINGLE HOUSE & DETACHED GARAGE	
	PROPOSED USE	VACATION HOTEL	
	PROPOSED BUILDING	3 LEVEL VACATION HOTEL WITH 32 SLEEPING ROOMS & 31 PARKING SPACES	
	REGULATION	PERMITTED	PROPOSED
11.3	SET BACK		
	FRONT (NORTH)	22.97'	22.97'
	EAST (LEFT)	9.84'	9.84'
	WEST (RIGHT)	9.84'	9.88'
11.4	BUILDING HEIGHT	29.5'	29'
11.6	LOT COVERAGE	50%	14.90%
		33854SF	100725F



WIDEUSE CONSTRUCTION & DESIGN
12922 19A AVENUE, SURREY, BC V4A 8P1
TEL: 778.868.1518, FAX: 604.677.6188
WEB: WWW.WIDEUSE.COM

LEGAL DESCRIPTION

LOT 11 PLAN PRP3734
DISTRICT LOT 165 LAND
DISTRICT 46

CIVIC ADDRESS

507 BEACH ROAD,
SANDSPIT, BC

PROJECT TITLE

NEW HOTEL BUILDING

SHEET TITLE

SITE PLAN

SCALE

1/16"=1'-0"

DRAWN BY

YAN CHEUNG

DATE

APRIL 2, 2015

SHEET NO.

A-1

Attachment D

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

BYLAW NO. 598, 2015

A Bylaw to amend the Sandspit-Moresby Island Interim Zoning Bylaw No. 186, 1989

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

1. Map Schedule A of the Sandspit-Moresby Island Interim Zoning Bylaw No. 186, 1989 is amended by:
 - (a) Changing the zoning on Lot 11, Plan PRP 3734 District Lot 165 Queen Charlotte District Plan PRP 3734, (P.I.D. 011-759-836) from "R-1 Rural Residential District" to the "C-2 Tourist Accommodation District," shown on Schedule 1, attached hereto;
2. This bylaw may be cited as the "Sandspit-Moresby Island Interim Zoning Amendment Bylaw No.598, 2014".

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

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

Ministry of Transportation and Infrastructure
Approval required prior to public hearing.

PUBLIC HEARING HELD this _____ day of _____, 2015.

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

FINALLY ADOPTED this _____ day of _____, 2015.

B. Pages
Chair

D. Fish
Deputy Corporate Officer

Attachment E

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

BYLAW NO. 599, 2015

Being a By-Law to amend the Moresby Island Official Community Plan Bylaw No. 236, 1995.

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

1. Moresby Island Land Use Map (Map 7) of the Moresby Island Official Community Plan Bylaw No. 236, 1995 is amended by:

Changing the land use designation on Lot 11, Plan PRP 3734 District Lot 165 Queen Charlotte District Plan PRP 3734, (P.I.D. 011-759-836) from "Residential" to "Commercial", shown on Schedule 1, attached hereto;

2. This bylaw may be cited as the "Moresby Island Official Community Plan Amendment Bylaw No. 599, 2015.

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

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

PUBLIC HEARING HELD this _____ day of _____, 2015.

Ministry of Transportation and Infrastructure
Approval required prior to public hearing.

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

The Board of the Skeena-Queen Charlotte Regional District, in accordance with section 882 of the *Local Government Act*, has considered the amendment to the Official Community Plan in conjunction with its Financial Plan and Waste Management Plan.

FINALLY ADOPTED this _____ day of _____, 2015.

B. Pages
Chair

D. Fish
Deputy Corporate Officer

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**BYLAW NO. 598, 2015**

A Bylaw to amend the Sandspit-Moresby Island Interim Zoning Bylaw No. 186, 1989

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1. Map Schedule A of the Sandspit-Moresby Island Interim Zoning Bylaw No. 186, 1989 is amended by:
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READ A FIRST TIME this _____ day of _____, 2015.

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

Ministry of Transportation and Infrastructure
Approval required prior to public hearing.

PUBLIC HEARING HELD this _____ day of _____, 2015.

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

FINALLY ADOPTED this _____ day of _____, 2015.

B. Pages
Chair

D. Fish
Deputy Corporate Officer

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

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

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

Ministry of Transportation and Infrastructure
Approval required prior to public hearing.

PUBLIC HEARING HELD this _____ day of _____, 2015.

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

The Board of the Skeena-Queen Charlotte Regional District, in accordance with section 882 of the *Local Government Act*, has considered the amendment to the Official Community Plan in conjunction with its Financial Plan and Waste Management Plan.

FINALLY ADOPTED this _____ day of _____, 2015.

B. Pages
Chair

D. Fish
Deputy Corporate Officer