

## SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT REGULAR BOARD MEETING AGENDA

Village of Masset Council Chambers, 1686 Main Street in Masset, BC

Saturday, June 22, 2013

*Following the Regional Hospital District Board meeting at 10:30 a.m.*

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

3.1	Minutes of the Regular Meeting of the Skeena-Queen Charlotte Regional District (SQCRD) Board held May 24, 2013	Pg 1-12
3.2	<p>Rise and Report <i>(to be read by Chair – no motion required)</i></p> <p>MOVED by Director Putterill, SECONDED by Director Ashley, that Duane Gould be appointed to the Moresby Island Advisory Planning Commission for a period of two years.</p> <p>IC029 – 2013 <span style="float: right;">CARRIED</span></p> <p>MOVED by Director Ashley, SECONDED by Director Bergman, that Marie Rose Suchla be appointed to the Graham Advisory Planning Commission for a period of two years.</p> <p>IC030 – 2013 <span style="float: right;">CARRIED</span></p>	

#### 4. **STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING**

4.1	Islands Area Advisory Committee – Minutes of the October 11, 2011 Minutes	Pg 13-15
4.2	Electoral Area Advisory Committee – Minutes of the February 28, 2013 Meeting	Pg 16-17
4.3	<p>Electoral Area Advisory Committee – Recommendations to be referred to the Board from the June 13, 2013 Committee Meeting, prior to the adoption of the minutes:</p> <p><u>Recommendation No. 017-2013:</u></p> <p>MOVED by Director Raczy, SECONDED by Director Putterill, that staff draft a policy on how the Regional District shall approve grant funding requests for its Northern Development Initiative Trust and Gas Tax funding allotments.</p>	

<u>Recommendation No. 018-2013:</u>		
MOVED by Director Putterill, SECONDED by Director Racz, that Northern Development Initiative Trust (NDIT) be invited to the Regional District September Board meeting to provide updated information on the changes to the NDIT funding model.		
<u>Recommendation No. 019-2013:</u>		
MOVED by Director Putterill, SECONDED by Director Racz, that the Board discuss a possible alternative to attending the dinner banquet at the 2013 UBCM Convention in Vancouver.		
4.4	Moresby Island Management Committee (MIMC) – Minutes of the March 7, 2013 Committee Meeting	Pg 18-21
<u>Note</u> Minutes to be received with the exception of Recommendation 2013-21:  “MOVED by Heron Wier, SECONDED by Carole Bowler to change the MIMC fiscal year end from December 31 <sup>st</sup> to March 31 <sup>st</sup> .		
4.5	MIMC – Minutes of the April 11, 2013 Committee Meeting	Pg 22-25
4.6	MIMC Committee Report – Sandspit Water Quality Issues and Treatment Options	Pg 26-34

## 5. DELEGATIONS

5.1	Joanne Perreault, Lawnhill Community Association – Long-term Management of Jungle Beach Park	-----
5.2	Lori Wiedeman, District Manager Skeena Region - Ministry of Transportation and Infrastructure	-----

## 6. FINANCE

6.1	J. Robb, Treasurer – 2012 Statement of Financial Information / Audited Financial Statements	Pg 35-53
6.2	J. Musgrave, Administrative Assistant - Cheques payable over \$5,000 for May, 2013	Pg 54

**7. CORRESPONDENCE**

7.1	Province of BC Environmental Assessment Office – Notification of Environmental Assessment Initiated for Prince Rupert Gas Transmission Project	Pg 55-56
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**8. REPORTS / RESOLUTIONS**

8.1	J. Merrick, Chief Administrative Officer (CAO) – Strategic Priorities June 2013 Review	Pg 57-63
8.2	J. Merrick, CAO – Sandspit Water Update	Pg 64-83
8.3	J. Merrick, CAO – Proposed Boundary Expansion	Late Item
8.4	T. Des Champ, Superintendent of Waste Management – Regional Recycling Transfer Station	Late Item
8.5	J. Fraser, Deputy Corporate Officer – Draft Directors Allowance for Electronic Devices Policy	Pg 84-85
8.6	J. Fraser, Deputy Corporate Officer – Draft Directors' Report Policy	Pg 86-87
8.7	J. Musgrave, Administrative Assistant – Support for the Participation of the "ShakeOut BC Drill"	Pg 88-89

**9. BYLAWS**

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

None.	
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**11. NEW BUSINESS**

None.	
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**12. OLD BUSINESS**

12.1	Director Putterill – Accountability Standards for Regional District Committees and Commissions	Pg 90-93
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**13. PUBLIC INPUT****14. IN-CAMERA**

None.	
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**15. ADJOURNMENT****NEXT MEETING:**

**SQCRD Board Meeting in Prince Rupert  
Friday, August 9<sup>th</sup>, 2013**



## SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

### MINUTES

of the Regular Meeting of the Board of Directors of the Skeena-Queen Charlotte Regional District (SQCRD) held at the Regional District office in Prince Rupert on Friday, May 24, 2013.

### PRESENT

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

1. **CALL TO ORDER** 7:05 p.m.

### 2. AGENDA

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

7.2(a) Environmental Assessment Office – Initiation of Environmental Assessment for Proposed LNG Canada Export Terminal Project;

7.2(b) Nexen Inc. – Notification of LNG Terminal and Liquefaction Facility Location Feasibility Application;

7.2(c) City of Prince Rupert – Open House Invitation;

7.8(a) UBCM – Area Association Resolutions Received; and

8.9 Chair Pages – Network BC and Telus Update (verbal).

**217-2013**

**CARRIED**

**3. MINUTES & BUSINESS ARISING FROM MINUTES****3.1 SQCRD Regular Board Meeting – April 20, 2013 Minutes**

MOVED by Director Ashley, SECONDED by Director Nobels, that the minutes of the April 20, 2013 SQCRD Regular Board meeting be adopted as presented.

**218-2013****CARRIED****4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING****4.1 MIMC Meeting – April 11, 2013 Minutes**

MOVED by Director Putterill, SECONDED by Director Ashley, that the minutes of the April 11, 2013 Moresby Island Management Committee Meeting be approved as received.

**219-2013****CARRIED****4.2 MIMC – April/May Communications**

MOVED by Director Franzen, SECONDED by Director Ashley, that the April/May Communications report from the Moresby Island Management Committee be received.

**220-2013****CARRIED**

*The Board recessed at 7:15 p.m. and reconvened at 7:20 p.m.*

MOVED by Director Kulesha, SECONDED by Director Nobels, that any public consultation conducted in Electoral Area E by the Moresby Island Management Committee be vetted and coordinated through Regional District staff prior to it taking place.

**221 -2013****CARRIED**

MOVED by Director Putterill, SECONDED by Director Ashley that staff provide a report to the Moresby Island Management Committee (MIMC) on service establishment options/recommendations for the Sandspit Community Hall/Grounds;

AND THAT MIMC be authorized to undertake consultations with the Hall sub-committee regarding the budgetary needs of the Sandspit Community Hall.

**222-2013****CARRIED****5. DELEGATION****5.1 Carlyle Shepherd & Co. (Auditors)**

Steve Kietzmann of Carlyle Shepherd & Co. presented the Board, via teleconference, with the Regional District's audited financial statements for the period ended December 31, 2012.

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

The Chair thanked Mr. Kietzmann for his presentation.

## 5.2 Prince Rupert Gas Transmission Project

Neil Milne, Project Director and Shaheen Kassam, Senior Community Relations Advisor for Prince Rupert Gas Transmission Project (a wholly-owned subsidiary of TransCanada Pipelines Ltd., addressed the Board with an update on the proposed Prince Rupert Gas Transmission Project (750-km pipeline from Hudson’s Hope to Lelu Island).

The Board stated that what the public would like to see is a presentation with the different components and companies that encompass the whole LNG projects so they can clearly see how they all fit together.

The Chair thanked Mr. Milne and Ms. Kassam for their presentation.

## 5.3 City of Prince Rupert

His Worship Jack Mussallem, Mayor, Robert Grodecki, Corporate Administrator and Zeno Krekic, Senior Planner with the City of Prince Rupert addressed the Board with an overview of the proposed boundary expansion into Electoral Areas A and C.

Electoral Area A Director Des Nobels stated the residents of Dodge Cove were concerned with the loss of their quality of life, their viewscape and watershed. Mayor Mussallem explained that the boundary expansion proposal is a process that will probably take two years and that the current proposal is a starting point only.

The Chair thanked Mayor Mussallem, Mr. Grodecki and Mr. Krekic for their presentation.

# 6. FINANCE

## 6.1 Draft Audited Financial Statements for the Year Ended December 31, 2012

MOVED by Director Ashley, SECONDED by Director Kinney, that the draft Audited Financial Statements for the Period Ended December 31, 2012 for the Skeena-Queen Charlotte Regional District be received;

AND THAT the Financial Statements be approved as presented.

**223-2013**

**CARRIED**

*The Board recessed at 8:40 p.m. and reconvened at 8:50 p.m.*

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

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

**224-2013**

**CARRIED**

**6.3 NDIT – Economic Development Funding**

MOVED by Director Kulesha, SECONDED by Director Ashley, that the notification of the approval of grant funding for up to \$35,000 from Northern Development Initiative Trust's Economic Development Capacity Building Program be received.

**225-2013****CARRIED****6.4 UBCM – Operational Funding for Treaty Advisory Committees**

MOVED by Director Franzen, SECONDED by Director Kulesha, that the notification of the approval of grant funding for up to \$5,000 from the Ministry of Aboriginal Relations and Reconciliation for supporting treaty implementation be received.

**226-2013****CARRIED****6.5 Prince Rupert Port Authority – Grant Approval**

MOVED by Director Ashley, SECONDED by Director Franzen, that the notification from the Prince Rupert Port Authority of their \$18,000 commitment to support the Recycling Transfer Station Project be received;

AND THAT a letter of appreciation be sent to the Port Authority for their support.

**227-2013****CARRIED****7. CORRESPONDENCE****7.1 TransCanada Corporation – Proposed Prince Rupert Gas Transmission Project**

MOVED by Director Nobels, SECONDED by Director Ashley, that the correspondence from TransCanada Corporation regarding an update on the Proposed Prince Rupert Gas Transmission Project be received and filed.

**228-2013****CARRIED****7.2 Environmental Assessment Office – Prince Rupert LNG Limited**

MOVED by Director Nobels, SECONDED by Director Ashley, that the correspondence from the provincial Environmental Assessment Office regarding notification of the initiation of the environmental assessment for the proposed LNG project by Prince Rupert LNG Limited (wholly-owned subsidiary of BC International Limited) be received and filed.

**229-2013****CARRIED****7.2(a) Environmental Assessment Office – LNG Canada Development Inc.**

MOVED by Director Ashley, SECONDED by Director Nobels, that the correspondence from the provincial Environmental Assessment Office regarding notification of the initiation of the environmental assessment for the proposed LNG export terminal by LNG Canada Development Inc. be received and filed.

**230-2013****CARRIED**



7.2(b) Nexen Inc. - LNG Terminal and Liquefaction Facility Location Feasibility Application

MOVED by Director Ashley, SECONDED by Director Kinney, that the correspondence from Nexen Inc. regarding notification of its feasibility application to BC Oil and Gas for a liquefied natural gas terminal and liquefaction facility on Digby Island be received and filed.

**231-2013**

**CARRIED**

7.2(c) City of Prince Rupert – Invitation to Open Houses

MOVED by Director Ashley, SECONDED by Director Nobels, that the correspondence from the City of Prince Rupert regarding open houses concerning their proposed boundary extension into Electoral Areas A and C be received and filed.

**232-2013**

**CARRIED**

7.3 Kispiox Valley Community Centre Association – Proposed Natural Gas Pipelines

MOVED by Director Kulesha, SECONDED by Director Nobels, that the correspondence from the Kispiox Valley Community Centre Association regarding the proposed construction of natural gas pipelines between northeastern BC and the Pacific coast be received and filed.

**233-2013**

**CARRIED**

7.4 Office of Prime Minister – Ridley Terminals

MOVED by Director Kulesha, SECONDED by Director Franzen, that the correspondence from the Office of Prime Minister Stephen Harper regarding acknowledgement of the Regional District's opposition to the sale of Ridley Terminals in Prince Rupert be received and filed.

**234-2013**

**CARRIED**

7.5 UBCM - Regional Community to Community Forum Program

MOVED by Director Nobels, SECONDED by Director Ashley, that the correspondence from the Union of BC Municipalities regarding the 2013/14 Regional Community to Community Forum Program be received and filed.

**235-2013**

**CARRIED**

7.6 UBCM – Fisheries Act Amendments

MOVED by Director Ashley, SECONDED by Director Nobels, that the correspondence from the Union of BC Municipalities regarding the *Fisheries Act* Amendments be received and filed.

**236-2013**

**CARRIED**

**7.7 UBCM – Producers of Packaging and Printed Paper**

MOVED by Director Kulesha, SECONDED by Director Franzen, that the correspondence from the Union of BC Municipalities regarding the issue of local governments being considered producers of packaging and printed paper under the Recycling Regulation be received and filed.

**237-2013****CARRIED****7.8 UBCM – Community Works Fund Agreement (Gas Tax)**

MOVED by Director Kulesha, SECONDED by Director Franzen, that the correspondence from the Union of BC Municipalities regarding the notice of an amendment to the Community Works Fund Agreement (Gas Tax) be received and filed.

**238-2013****CARRIED****7.8(a) UBCM – Area Association Resolutions**

MOVED by Director Kulesha, SECONDED by Director Nobels, that the correspondence from the Union of BC Municipalities regarding resolutions received from the local government area associations for the 2013 UBCM Convention be received and filed.

**239-2013****CARRIED****7.9 Gitga'at First Nation – NDIT Application**

MOVED by Director Nobels, SECONDED by Director Franzen, that the correspondence from the Gitga'at First Nation regarding their application to the Northern Development Initiative Trust's Community Hall Grant Program be received.

**240 – 2013****CARRIED**

MOVED by Director Nobels, SECONDED by Director Franzen, that the Board supports the Gitga-at First Nation application to Northern Development Initiative Trust for a \$15,000 grant from the Skeena-Queen Charlotte Regional District's nominal allocation of the Northwest Regional Development Account for the "Hartley Bay Memorial Centre Kitchen and Bathroom Upgrade Project".

**241 – 2013****CARRIED****8. REPORTS – RESOLUTIONS****8.1 J. Robb, Treasurer – NDIT Funding Options**

MOVED by Director Putterill, SECONDED by Director Ashley, that the Treasurer's report entitled "Northern Development Initiatives Trust Funding Options be received;

AND THAT the report be referred to the Electoral Area Advisory Committee, along with information on programs the Regional District is not eligible for under the new funding model.

**242-2013****CARRIED**

8.2 P. Richardson, Haida Gwaii Recreation Co-ordinator – Monthly Report April 2013

MOVED by Director Ashley, SECONDED by Director Nobels, that the Haida Gwaii Recreation Co-ordinator's report regarding Recreation Programming for April 2013 be received and filed.

**243-2013**

**CARRIED**

8.3 J. Merrick, Chief Administration Officer – Proposed Boundary Expansion

MOVED by Director Ashley, SECONDED by Director Kinney, that the Chief Administrative Officer's report regarding the City of Prince Rupert's proposed boundary expansion be received;

AND THAT the Board endorse the draft letter to the City explaining its inability to provide comments regarding the proposed boundary expansion by the May 31, 2013 deadline and that comments will be provided once the Regional District has completed its review;

AND FURTHER THAT staff send a letter to each private property owner affected to ask if they have any concerns they would like registered by the Regional District as part of the official response to the City of Prince Rupert.

**244-2013**

**CARRIED**

8.4 J. Robb, Treasurer – Residential Solid Waste Collection Billing

MOVED by Director Ashley, SECONDED by Director Kulesha, that the Treasurer's report entitled "Residential Solid Waste Collection Billing" be received;

AND THAT staff seek further feedback from the villages of Masset, Port Clements and Queen Charlotte regarding the idea of the Regional District assuming the billing of the Residential Solid Waste Collection;

AND FURTHER THAT a second report detailing the pros, cons and staff recommendations regarding this issue be forwarded to the June 24<sup>th</sup> Board meeting for further discussion.

**245-2013**

**CARRIED**

8.5 J. Merrick, Chief Administrative Officer – Draft Strategic Priorities 2013-2014

MOVED by Director Nobels, SECONDED by Director Ashley, that the Chief Administrative Officer's report entitled "Draft Strategic Priorities 2013-2014" be received;

AND THAT the Strategic Priorities 2013-2014, including the goals and actions, be adopted as presented.

**246-2013**

**CARRIED**

**8.6 J. Merrick, Chief Administrative Officer – MIMC and other Committee Issues**

MOVED by Director Ashley, SECONDED by Director Franzen, that the staff report entitled “Moresby Island Management Committee and other Committee Issues” be received;

AND THAT staff be directed to undertake the following:

1. Proceed with the necessary steps to repeal Bylaw Nos. 498 (Tow Hill Advisory Standing Committee), 499 (Tlell), 501 (Lawnhill) and 502 (Miller Creek), with each committee being contacted to request a final accounting of funds (and the return of unused funds) received from the Regional District;

Any returned funds be set aside within the Area D Grant-in-aid function for future use within the corresponding communities

2. Contact the Graham Island Advisory Planning Commission to seek a final accounting of funds (and the return of any unused funds) received from the Regional District

Any return of funds be set aside within the Electoral Area Planning function for future use

3. Consult with the Ministry of Community, Sport and Cultural Development and the Municipal Insurance Association (MIA) to draft new bylaws for the Moresby Island Management Committee and the Haida Gwaii Recreation Commission that will address the concerns outlined in the February 7, 2013 staff report entitled “Moresby Island Management Committee”; and

4. Seek a legal opinion on the structure of committees

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

**247-2013**

**CARRIED**

**8.7 J. Merrick, Chief Administrative Officer – MIMC Change of Fiscal Year-end**

MOVED by Director Nobels, SECONDED by Director Kinney, that the Chief Administrative Officer’s report entitled “Moresby Island Management Committee (MIMC) – Change of Fiscal Year-end” be received;

AND THAT the Board write to MIMC informing them the December 31<sup>st</sup> fiscal year-end must be maintained;

AND FURTHER THAT the letter explain that the Committee is not a separate entity from the Regional District (RD) and, as such, any significant changes to the way it conducts its delegated administrative authority requires consultation with the RD prior to the change being made.

**248-2013**

**CARRIED**

8.8 J. Merrick, Chief Administrative Officer – Tsunami Debris – Management Program 2013-2014

MOVED by Director Ashley, SECONDED by Director Nobels, that the staff report entitled “Tsunami Debris – Management Program 2013-2014” be received;

AND THAT the Board write a letter of support for the Haida Gwaii Tsunami Debris Management Program 2013-2014;

AND FURTHER THAT the letter state the Regional District’s willingness to administer the funds on the behalf of the program.

**249-2013**

**CARRIED**

8.9 Chair Pages – Network BC and Telus

MOVED by Director Franzen, SECONDED by Director Ashley, that the verbal report regarding connectivity and cell service on Haida Gwaii be received.

**250-2013**

**CARRIED**

Chair Pages, Director Nobels and the Chief Administrative Officer attended a conference call with Doug Anastos, Engineering Ops & Wireless Implementation and Aurora Sekela, Ambassador of TELUS and Chris Hauff, Director and Maria Fuccenecco, Manager Analyst of Network BC regarding connectivity issues on Haida Gwaii and their cellular program.

The following actions resulted from the meeting:

- The Regional District will send a map to Network BC showing where the evacuation sites are situated relative to communities and indicating where there is lack of cellular coverage.
- TELUS will look at cellular coverage options. They will provide Network BC with a map showing where the cell towers exist on Haida Gwaii and the coverage range
- Network BC and TELUS will prepare a regional profile of existing broadband and cellular coverage and planned coverage, identifying various connectivity initiatives and share it with SQCRD. One example is the following:
  - Regarding high-speed Internet service (HSIS) the Internet Gateways (also called Points of Presence) located in the communities of Lax Kw’alaams (Port Simpson), Hartley Bay and Kitkatla were previously identified as ‘not upgradeable’ due to bandwidth capacity issues; however, TELUS is now looking at options to upgrade these gateways.

The Board suggested that staff invite the representatives from Network BC and TELUS to the June Board meeting in Masset as they have never visited the area.

**9. BYLAWS**

- 9.1 Bylaw 557, 2013 – Being a Security Issuing Bylaw on behalf of the District of Port Edward for the Port Edward Elementary School

MOVED by Director Ashley, SECONDED by Director Kulesha, that the “Skeena-Queen Charlotte Regional District Security Issuing Bylaw No. 557, 2013 be read for the first time.

**251-2013**

**CARRIED**

MOVED by Director Nobels, SECONDED by Director Kinney, that the “Skeena-Queen Charlotte Regional District Security Issuing Bylaw No. 557, 2013 be read for a second time.

**252-2013**

**CARRIED**

MOVED by Director Ashley, SECONDED by Director Nobels, that the “Skeena-Queen Charlotte Regional District Security Issuing Bylaw No. 557, 2013 be read for a third time.

**253-2013**

**CARRIED**

MOVED by Director Putterill, SECONDED by Director Nobels, that the “Skeena-Queen Charlotte Regional District Security Issuing Bylaw No. 557, 2013 be adopted.

**254-2013**

**CARRIED**

- 9.2 Bylaw 555, 2013 – Being a Bylaw to amend the Graham Island Interim Zoning Bylaw No. 192, 1993

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

**255-2013**

**CARRIED**

**10. LAND REFERRALS / PLANNING**

- 10.1 J. Merrick, Chief Administrative Officer – Proposed Rezoning 282 Sangan Drive (Electoral Area D)

MOVED by Director Putterill, SECONDED by Director Nobels, that the staff report for the proposed rezoning for the property at 282 Sangan Drive (off Tow Hill Road) be received.

**256-2013**

**CARRIED**

- 10.2 J. Merrick, Chief Administrative Officer – Crown Land Application Referral No. 64201822

MOVED by Director Putterill, SECONDED by Director Nobels, that the Crown Land Application Referral No. 64201822 by the Ministry of Transportation and Infrastructure for the area between Skidegate and Miller Creek west of Highway 16 be received;

AND THAT the following concerns provided by the Graham Island Advisory Planning Commission be forwarded to the Province, with the Board's support:

- Blasting close to town and development;
- Noise and dust that could be created and the impact on surrounding communities; and
- The fact there are limited materials available on Haida Gwaii and an application of this size potentially limits the opportunity for others to access materials.

**257-2013**

**CARRIED**

**11. NEW BUSINESS**

None.

**12. OLD BUSINESS**

None.

**13. PUBLIC QUESTION PERIOD**

There were no questions from the public.

**14. IN CAMERA**

MOVED by Director Nobels, SECONDED by Director Kinney, that the Board move to the In Camera meeting following the Regular Meeting under sections 90(1)(a), (c) and (g) of the *Community Charter* – “personal information about an identifiable individual....” and “labour relations or other employee relations” and “litigation or potential litigation affecting the municipality”.

**258-2013**

**CARRIED**

**15. ADJOURNMENT**

MOVED by Director Nobels, SECONDED by Director Kinney, that the Regular Board meeting of the Skeena-Queen Charlotte Regional District be adjourned at 10:05 p.m.

**259-2013**

**CARRIED**

Approved and adopted:

Certified correct:

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Barry Pages  
Chair

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Joan Merrick  
Chief Administrative Officer





## SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

**MINUTES** of the **Islands Area Advisory Committee** meeting held at the Village of Port Clements Office in Port Clements, BC on **October 11<sup>th</sup>, 2011**.

### **PRESENT**

Chair: C. Kulesha, Village of Queen Charlotte  
 Directors: E. Putterill, Area "E"  
 B. Pages, Village of Masset  
 I. Gould, Village of Port Clements

Regrets: B. Setso, Area "D"

Staff: J. Merrick, Administrator  
 R Kidd, Islands Solid Waste Manager  
 J. Robb, Treasurer "via telephone"  
 T. DesChamp, Recycling Manager "via telephone"

**1. CALL TO ORDER** 7:15 pm

**2. CONSIDERATION OF AGENDA**

2.1 MOVED by Director Putterill, SECONDED by Director Pages that the Agenda be approved as presented.

**006-2011**

**CARRIED**

**3. MINUTES**

3.1 Islands Area Advisory Committee – May 18, 2010

MOVED by Director Putterill, SECONDED by Director Pages that the minutes of the Islands Area Advisory Committee meeting held June 16<sup>th</sup>, 2011 be adopted as presented.

**007-2011**

**CARRIED**



## **SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**

### **4. BUSINESS**

#### **4.1 Return-it for Sandspit**

T. DesChamp provided the background on the Encorp program and how the pick-up is arranged on Haida Gwaii. He will recommend to Encorp that Sandspit be included in any future drop-off events.

#### **4.2 Discussion on RD Representation on Island**

Staff spoke about the challenges of overseeing/dealing with projects, committees, and other island related issues while based in Prince Rupert. Staff felt there was a disconnect and suggested that there needs to be some staff presence on island on a regular basis.

The directors concurred and suggested that staff proposed some options to be dealt with during budget discussions.

### **5. REPORTS**

#### **5.1 Billing Cycle for Solid Waste Collection – Rural Areas**

MOVED by Director Pages, SECONDED by Director Putterill that the billing cycle be changed from quarterly to annually;

AND THAT staff drafts the necessary bylaw amendments to include a 10% discount for early payment of Solid Waste Rural Area Collection Fees as well as increasing the penalty for late payment to 10%;

AND THAT the changes be implemented for all rural area customers billed by the Regional District effective January 1st, 2012.

**008-2011**

**CARRIED**

### **6. Correspondence**

#### **6.1 Teri Oliver – Water and Garbage Fee Structure**

MOVED by Director Pages, SECONDED by Director Putterill that staff draft a letter to Ms. Oliver in response to her request to move to a usage based fee structure.

**009-2011**

**CARRIED**



## SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

### 7. In-Camera

The Committee moved to the In-Camera meeting under sections 90.(1)(k) of the Community Charter.

### 8. ADJOURNMENT

MOVED by Director Gould, SECONDED by Director Putterill that the Islands Area Advisory Committee meeting be adjourned at 7:45pm.

**010-2011**

**CARRIED**

Approved & adopted:

Certified correct:

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C. Kulesha  
Chair

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Joan Merrick  
Chief Administrative Officer



## SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

### MINUTES

of the Electoral Area Advisory Committee meeting held at the Regional District office in Prince Rupert on February 28, 2013.

### PRESENT

Chair: Des Nobels, Electoral Area "A"

Directors: Michael Racz, Electoral Area "D" (*via teleconference*)  
Evan Putterill, Electoral Area "E" (*via teleconference*)

Regrets: Karl Bergman, Electoral Area "C"

Staff: Joan Merrick, Chief Administrative Officer (*via teleconference*)  
Jennifer Robb, Treasurer

Public: None

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

**2. CONSIDERATION OF AGENDA** (additions/deletions)

2.1 MOVED by Director Racz, SECONDED by Director Putterill that the agenda be adopted as presented.

**011-2013**

**CARRIED**

**3. MINUTES**

3.1 February 7, 2013 Electoral Area Advisory Committee Meeting

MOVED by Director Putterill, SECONDED by Director Racz that the minutes of the February 7, 2013 Electoral Area Advisory Committee be adopted as presented.

**012-2013**

**CARRIED**

**4. REPORTS**

4.1 MOVED by Director Putterill, SECONDED by Director Racz, that the staff verbal report regarding mapping be received.

**013-2013**

**CARRIED**

**5. OLD BUSINESS**

*Ongoing grant funding for the Moresby Island Management Committee (MIMC) was discussed and the Electoral Area Directors asked staff to seek additional information, including a detailed financial analysis and information related to activities undertaken by MIMC.*

5.1 MOVED by Director Racz, SECONDED by Director Putterill, that the staff report entitled "Moresby Island Management Committee Grant" be received.

**014-2013**

**CARRIED**

**6. ADJOURNMENT**

MOVED by Director Racz, SECONDED by Director Putterill, that the meeting be adjourned at 1:50 p.m.

**015-2013**

**CARRIED**

Approved & Adopted:

Certified correct:

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Des Nobels, Chair

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Joan Merrick, CAO

# Moresby Island Management Committee

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

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

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

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

Public: Alex Rinfret, The Observer  
Kathy Goalder  
Heather Brule  
Bob Ells

1. CALL TO ORDER at 7:05 pm

2. APPROVAL OF AGENDA

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

CARRIED 2013-019

3. DELEGATES

Keith Moore – Forestry Management Strategy for Haida Gwaii

Keith Moore provided a verbal presentation and welcomed questions and comments from  
the board members.

4. RISE & REPORT - None

5. PUBLIC INPUT

There were two comments from the public.

6. BUSINESS

6.1 MIMC Financial Report - Administration

MOVED by Kristi Schmitz, SECONDED by Heron Wier to receive and file the MIMC Administration Financial Report as presented.

CARRIED 2013-020

MOVED by Heron Wier, SECONDED by Carole Bowler to change the MIMC fiscal year end from December 31<sup>st</sup> to March 31<sup>st</sup>.

CARRIED 2013-021

MOVED by Heron Wier, SECONDED by Kristi Schmitz to adopt the 2013/2014 MIMC draft budget as presented and to adopt the financial report format as presented.

CARRIED 2013-022

7. FUAL March 2013

MOVED by Heron Wier, SECONDED by Carole Bowler THAT the March 2013 FUAL be received as presented.

CARRIED 2013-023

8. REPORTS

8.1 Water System Operator's Report

8.1.1 Water System Operator's Report February 2013

MOVED by Emmy O'Gorman, SECONDED by Heron Wier THAT the Water System Operator's Report for February 2013 be received as presented.

CARRIED 2013-024

8.2 Gwaii Trust Director's Report

Kristi Schmitz provided a verbal report.

MOVED by Emmy O'Gorman, SECONDED by Carole Bowler to write to the Gwaii Trust Board recommending Rhea Botel for the position of Sandspit Representative for the Gwaii Trust Youth Board. Kristi Schmitz abstained.

CARRIED 2013-025

8.3 Electoral Area Director's Report

8.3.1 SQCRD Feb 9 & Feb 15 Board Meeting Highlights

- 8.3.2 SQCRD Feb 9 Board meeting Minutes – Prior to Adoption (basecamp)
- 8.3.3 SQCRD Feb 15 Board Meeting Minutes – Prior to Adoption (basecamp)
- 8.3.4 SQCRD Budget Report
  - 8.3.4.1 SQCRD Support Service Allocation 2013
  - 8.3.4.2 SQCRD Budget Consolidated Service Grid
  - 8.3.4.3 Property Assessment Summary Report

\*9:00 pm Carole Bowler departs the meeting

MOVED by Kristi Schmitz, SECONDED by Heron Wier to receive and file 8.3.4.1 – 8.3.4.3 as presented.

CARRIED 2013-026

#### 8.4 Sandspit Recreation Committee Report

##### 8.4.1 Sandspit Recreation Committee Meeting Minutes January 29, 2013

MOVED by Emmy O’Gorman, SECONDED by Kristi Schmitz to receive and file the Recreation Committee Meeting Minutes January 2013.

CARRIED 2013-027

#### 8.5 Sandspit Community Hall Committee Report

##### 8.5.1 Sandspit Community Hall Meeting Minutes February 2013

Heather Brule provided a verbal report

MOVED by Kristi Schmitz, SECONDED by Heron Wier to receive and file the Community Hall Meeting Minutes February 2013.

CARRIED 2013-028

#### 8.6 QCI Recreation Report – (January 2013 available on basecamp)

#### 8.7 Sandspit Emergency Preparedness Program Report – no report

#### 8.8 Community Futures Report

Heron Wier provided a verbal report.

#### 8.9 Sandspit Harbour Society Report

Heron Wier provided a verbal report.

#### 8.10 Sandspit Community Society Report

Evan Putterill provided a verbal report.

### 9. CORRESPONDENCE



9.1 Approval Letter from Gwaii Trust re Sandspit Tsunami Site Application

MOVED by Heron Wier, SECONDED by Emmy O’Gorman to receive and file 9.1 Letter from Gwaii Trust re Tsunami Site Application.

CARRIED 2013-029

9.2 Letter from Sandspit Hall Committee

MOVED by Emmy O’Gorman, SECONDED by Kristi Schmitz to defer the letter from the Sandspit Hall Committee to the next MIMC meeting CARRIED 2013-030

(outgoing correspondence available on basecamp)

10. APPROVAL OF PREVIOUS MINUTES

10.1 MIMC February 7, 2013 Meeting Minutes

MOVED by Heron Wier, SECONDED by Emmy O’Gorman THAT the Minutes from the February 7, 2013 Regular MIMC Meeting be adopted, as presented.

CARRIED 2013-031

11. UPCOMING DATES

11.1 Regular MIMC Meeting Thursday April 11, 2013

12. PUBLIC INPUT

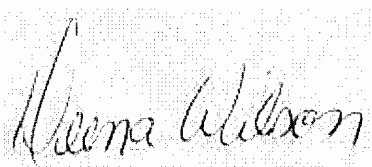
There were several comments / questions from the public.

13. ADJOURNMENT

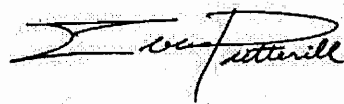
MOVED by Kristi Schmitz to adjourn the MIMC meeting at 10:00 pm.

Certified Correct

Approved & Adopted



Deena Wilson, Administrative Clerk



Evan Putterill, Chair



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

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

Members Absent: Kristi Schmitz

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

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

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

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

CARRIED 2013-032

3. DELEGATES

RISE & REPORT – None

5. PUBLIC INPUT

There were no comments from the public.

6. BUSINESS

### 6.1 MIMC Meeting Duration

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

CARRIED 2013-034

### 6.2 Traffic Sign

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

### 6.3 Hall Letter

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

CARRIED 2013-035

## 7. FUAL April 2013

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

CARRIED 2013-036

## 8. REPORTS

### 8.1 Water System Operator’s Report

#### 8.1.1 Water System Operator’s Report March 2013

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

CARRIED 2013-037

#### 8.1.2 Sandspit Water and Sewer Board

### 8.2 Gwaii Trust Director’s Report - none

### 8.3 Electoral Area Director’s Report

#### 8.3.1 NWRHD Report March 22, 2013

#### 8.3.2 SQCRD Board Highlights March 15, 2013

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

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

Chair Putterill provided a verbal report.

#### 8.4 Sandspit Recreation Committee Report

Emmy O’Gorman provided a verbal report.

#### 8.5 Sandspit Community Hall Committee Report

##### 8.5.1 Sandspit Community Hall Meeting Minutes March 5, 2013

Carole Bowler provided a verbal report

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

CARRIED 2013-038

#### 8.6 QCI Recreation Report - none

#### 8.7 Sandspit Emergency Preparedness Program Report – none

#### 8.8 Community Futures Report - none

#### 8.9 Sandspit Harbour Society Report

Stanley Hovde provided a verbal report.

#### 8.10 Sandspit Community Society Report

Evan Putterill provided a verbal report.

### 9. CORRESPONDENCE

#### 9.1 Response Letter re Emergency Notification System

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

#### 9.3 Letter from Ministry of Justice re weatheradio and Emergency Alerts

#### 9.4 Letter from Ministry of environment re Weatheradio Canada

(outgoing correspondence on basecamp)

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

CARRIED 2013-039

(outgoing correspondence available on basecamp)

### 10. APPROVAL OF PREVIOUS MINUTES

#### 10.1 MIMC February 7, 2013 Meeting Minutes

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

CARRIED 2013-040

11. UPCOMING DATES

11.1 Regular MIMC Meeting Thursday May 9, 2013

12. PUBLIC INPUT

There were several comments and questions from the public.

13. ADJOURNMENT

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

Certified Correct

Approved & Adopted



Deena Wilson, Administrative Clerk



Evan Putterill, Chair



## Committee Report

**To:** Skeena-Queen Charlotte Regional District Board

**From:** Moresby Island Management Committee

**Date:** June 13, 2013

**Subject:** Sandspit Water Quality Issues and Treatment Options

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### Recommendations

1. That the report entitled “Sandspit Water Quality Issues and Treatment Options” be received.
  2. That the services of a civil engineer with experience in small water systems and membrane technology be hired to:
    - a. evaluate the technical feasibility of installing a centralized Nanofiltration treatment system for the Sandspit Water System,
    - b. evaluate the capital and operating costs associated with installing a centralized Nanofiltration system for the Sandspit Water System, and
    - c. provide the preliminary specifications necessary to proceed with a RFQ if funding becomes available for the project and if the project is technically and financially feasible.
  3. That staff develop a grant application to submit to Gwaii Trust’s January call for projects, and provincial/federal funding programs, based on the information provided by the engineer.
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### Introduction

This report outlines water quality issues in the Sandspit Water System and options moving forward. It begins with some background issues, followed by an overview of contaminants, followed by an overview of options and recommendations.

### Background

The Sandspit Water System was completed in 2006 and despite high levels of natural organics in the well test records no testing for Disinfection By-products (DBPs) was done at the time, which is standard in this day and age. If this testing was done it would have shown levels of DBPs above the Maximum Allowable Concentration (MAC) allowed by regulation, and there is a likelihood that a pre-treatment facility would be considered at that time.

In late 2010 or early 2011, based on personal research and concern regarding high levels of organics in the system, the Operator opted to begin a year's cycle of testing for DBPs. MIMC and Northern Health were notified of this testing. In early 2012, based on this testing, it was determined that levels of DBPs in the system exceeded the MAC set out in Health Canada regulations (see below).

Shortly after this determination the SQCRD and Northern Health were notified and MIMC worked with Northern health to issue a notice and Q & A document to the water system users via a community mail out. Since that time two community meetings have been held on the issue to ensure that the community was kept informed.

After MIMC notified the SQCRD, the SQCRD Board directed staff to apply for a planning grant to assist in covering the planning costs associated with potential treatment options; that grant application is pending.

At the SQCRD's spring strategic priority setting workshop the board included this issue as one of the five priorities for the next 18 months, and requested a report on water quality from MIMC.

The following sections outline the water quality issues, options, and recommendations moving forward.

### **Disinfection By-products**

Trihalomethanes (THMs) are formed during the disinfection process when chlorine disinfectant combines with natural organics in the water, forming a disinfection by-product (DBP). There are four regulated families of DBPs, of which THMs are one and HAAs are another. There are four regulated THMs in Canada: trichloromethane (chloroform), bromodichloromethane (BDCM), chlorodibromomethane (DBCM), and tribromomethane (bromoform).<sup>1</sup>

Haloacetic Acids are another family of regulated DBPs they differ from Trihalomethanes in that THMs are quite volatile while HAAs are not, and both are derivatives of different chemicals.<sup>2</sup> The regulated HAAs are Monochloroacetic acid (MCAA), Dichloroacetic acid (DCAA), Trichloroacetic acid (TCAA) and Dibromoacetic acid (DBAA).<sup>3</sup>

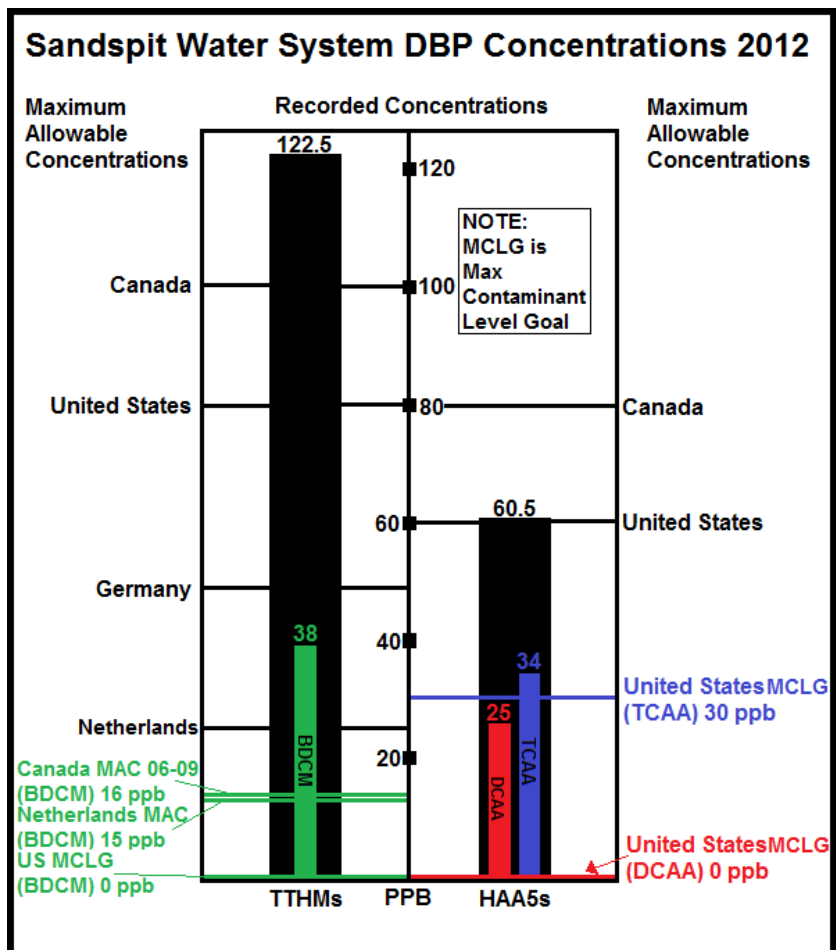
In Canada the regulated THMs and HAAs are regulated based on the total average yearly concentrations for each family based on the average of four quarterly tests taken over the course of a year. The maximum allowable concentrations (MAC) are set out in the Canadian Drinking Water Guidelines and are enforced by the respective Provincial Governments. The following chart outlines the Sandspit Water Systems' measured concentrations of total THMs (TTHMs) and the five regulated HAAs (HAA<sub>5</sub>) in comparison to the MACs set by Canada and other jurisdictions. It is important to note that in addition to the MAC, the Guidelines call for reducing the levels to "as low as reasonably possible without compromising the effectiveness of disinfection", similarly, the US has set maximum contaminant level goals (MCLG), which are outlined in the chart.

<sup>1</sup> Note, alternative names may be used for these chemicals. Health Canada, *Guidelines for Canadian Drinking Water Quality*, (2006): [http://www.hc-sc.gc.ca/ewh-semt/alt\\_formats/hecs-sesc/pdf/pubs/water-eau/trihalomethanes/trihalomethanes-eng.pdf](http://www.hc-sc.gc.ca/ewh-semt/alt_formats/hecs-sesc/pdf/pubs/water-eau/trihalomethanes/trihalomethanes-eng.pdf)

<sup>2</sup> U.S. Department of the Interior, Bureau of Reclamation, "DBP: Trihalomethanes Fact Sheet" *Reclamation: Managing Water in the West*, <http://www.usbr.gov/pmts/water/publications/reportpdfs/Primer%20Files/08%20-%20DBP%207-8%20THMs.pdf>; U.S. Department of the Interior, Bureau of Reclamation, "DBP: Haloacetic Acids Fact Sheet" *Reclamation: Managing Water in the West*, <http://www.usbr.gov/pmts/water/publications/reportpdfs/Primer%20Files/08%20-%20DBP%205-6%20HAAs.pdf>

<sup>3</sup> Health Canada, *Guidelines for Canadian Drinking Water Quality*, (2006): 1 [http://www.hc-sc.gc.ca/ewh-semt/alt\\_formats/hecs-sesc/pdf/pubs/water-eau/trihalomethanes/trihalomethanes-eng.pdf](http://www.hc-sc.gc.ca/ewh-semt/alt_formats/hecs-sesc/pdf/pubs/water-eau/trihalomethanes/trihalomethanes-eng.pdf)

As shown, Sandspits' recorded concentrations for THMs exceeded the MAC for Canada by 22.5%, they also exceed the limits for the US, Germany, and the Netherlands by 53%, 145%, and 390% respectively.



The TTHM levels in the system also exceed recommended limits set by the World Health Organization; however, that is based on a complex calculation that will not be included in this document, but is available on request. Additionally, our water exceeds the limit set by Netherlands (and Canada from 2006-09) for BDCM (the THM with the highest potential cancer potency<sup>1</sup>) by 153%; furthermore, the US Goal (MCLG) for BDCM is 0ppb while our recorded concentration was 38 ppb.

For HAAs, the recorded concentrations did not exceed Canada's MAC but did exceed the limits set by the US slightly. In addition the levels exceed the US Goal (MCLG) for TCAA by 13% and for DCAA the MCLG is set at 0ppb while our recorded concentration was 34ppb.

These THMs and HAAs are regulated because they are among the most common DBPs, and because their toxicology has been studied in depth. At this time they are being used as regulatory indicators for the other 600+ known types of DBPs (including halonitromethanes, iodo-acids, unregulated THMs & HAAs, halomethanes, halofuranones, haloamides, haloacetonitriles, tribromopyrole, aldehydes, and nitrosamines) for which we have a limited understanding of toxicology and occurrence.<sup>2</sup>

Despite our limited understanding of emerging DBPs the fact that there are at least 29 unregulated DBPs that (to either high or moderate levels) display some or all of the toxicologic characteristics of human carcinogens<sup>3</sup> suggests significant regulatory lag in almost all jurisdictions; furthermore, the fact that Canada's regulations are less stringent than those of other developed countries is important to note, and suggests that either different information and/or lower risk thresholds are being used in other jurisdictions.

<sup>1</sup> Center for Disease Control, *Disinfection By-Products and the Safe Water System*, [http://www.cdc.gov/safewater/publications\\_pages/thm.pdf](http://www.cdc.gov/safewater/publications_pages/thm.pdf)

<sup>2</sup> S D Richardson, J M Plewa, E D Wagner, R Schoeny and D M Demarini, "Occurrence, genotoxicity, and carcinogenicity of regulated and emerging disinfection by-products in drinking water: a review and roadmap of research.

<sup>3</sup> S D Richardson et al. "Occurrence," 178-242.



The Federal-Provincial Subcommittee on Drinking Water established the current guideline for THMs which is based on the risk of cancer reported in animal studies of chloroform, in 1993 (a separate limit for BDCM at 16ppb was set in 2006 and rescinded in 2009). Since then, new epidemiological (human) studies had been published which reported associations between THMs and liver, kidney, and central nervous system problems;<sup>1</sup> bladder<sup>2</sup> and colon<sup>3</sup> cancer over long exposure times;<sup>4</sup> and adverse pregnancy outcomes including miscarriage<sup>5</sup>, birth defects (cardiovascular, chromosomal<sup>6</sup> and musculoskeletal<sup>7</sup>) and low birth weight<sup>8</sup> from exposure during pregnancy.

Similar to THMs, studies have shown that HAAs are associated with increased risk of cancer over long exposure times<sup>9</sup> and an increased risk of retarded fetal growth<sup>10</sup> and miscarriage<sup>11</sup> from exposure during pregnancy.

Exposure to THMs is primarily through oral inhalation (during showering) and oral ingestion (during drinking); and to a lesser degree through dermal absorption (during bathing).<sup>12</sup> Similarly, exposure to HAAs is via inhalation, ingestion, and absorption; however, as HAAs are significantly less volatile than THMs there is a trade-off with a higher proportion of exposure dose from ingestion and a lower proportion from inhalation when compared to THMs.<sup>13</sup>

Based on the fact that recorded concentrations of THMs in the distribution system exceed the maximum allowable concentrations set out in the Canadian Drinking Water Guidelines, and HAAs are approaching those limits, DBPs should be considered the primary issue in regards to water quality in the system. As such the committee has worked proactively with Northern Health to inform residents of the risks associated with DBPs and the options that they have to address them at the tap. In addition to this action should be taken as soon as possible to lower the levels of DBPs as low as possible without compromising the effectiveness of disinfection.

<sup>1</sup> U.S. Department of the Interior, Bureau of Reclamation, "DBP: Trihalomethanes Fact Sheet" *Reclamation: Managing Water in the West*, <http://www.usbr.gov/pmts/water/publications/reportpdfs/Primer%20Files/08%20-%20DBP%207-8%20THMs.pdf>

<sup>2</sup> W D. King, and D. Marrett, "Case-control study of bladder cancer and chlorination by-products in treated water (Ontario, Canada) *Cancer Causes and Control* 7(6) (1996): 596-604; C M Villanueva, K P Cantor, S Cordier, J K J Jaakkola, W D King, C F Lynch, S Porru, and M Kogevinas "Disinfection Byproducts and Bladder Cancer: A Pooled Analysis" *Epidemiology* 15(3) (2004): 357-367.

<sup>3</sup> T J Doyle, W Zheng, J R Cerhan, C P Hong, T A Sellers, L H Kushi, and A R Folsom, "The association of drinking water source and chlorination by-products with cancer incidence among postmenopausal women in Iowa: a prospective cohort study." *American Journal of Public Health* 87(7) (1997): 1168-1176.

<sup>4</sup> R D Morris, A M Audet, I F Angelillo, T C Chalmers, and F Mosteller "Chlorination, chlorination by-products, and cancer: a meta-analysis" *American Journal of Public Health* 82(7): 955-963.

<sup>5</sup> K Waller, S H Swan, G DeLorenze, and B Hopkins, "Trihalomethanes in Drinking Water and Spontaneous Abortion." *Epidemiology* 9(2) (1998): 134-140; L Dodds, W King, C Woolcott and J Pole, "Trihalomethanes in Public Water Supplies and Adverse Birth Outcomes." *Epidemiology* 10(3) (1999): 233-237.

<sup>6</sup> L Dodds, W D King, "Relation between trihalomethane compounds and birth defects." *Occupational & Environmental Medicine* 58 (2001): 443-446.

<sup>7</sup> R Grazuleviciene, V Kapustinskiene, J Vencloviene, J Buinauskiene and M J Nieuwenhuijsen, "Risk of congenital anomalies in relation to the uptake of trihalomethane from drinking water during pregnancy." *Occupational & Environmental Medicine* 70 (2013): 274-282.

<sup>8</sup> M D Gallagher, J R Nuckols, L Stallones, and D A Savitzl, "Exposure to Trihalomethanes and Adverse Pregnancy Outcomes." *Epidemiology* 9(5) (1998): 484-489.

<sup>9</sup> C M Villanueva, F Fernandez, N Malats, J O Grimalt, M Kogevinas, "Meta-analysis of studies on individual consumption of chlorinated drinking water and bladder cancer." *Journal of Epidemiology & Community Health* 57 (2003): 166-173.

<sup>10</sup> C K Porter, S D Putnam, K L Hunting, and M R Riddle, "The Effect of Haloacetic Acid Exposure on Fetal Growth" *American Journal of Epidemiology* 162(4) (2005): 334-344.

<sup>11</sup> W D King, L Dodds, A C Allen, B A Armson, D Fell and C Nimrod, "Haloacetic acids in drinking water and risk for stillbirth" *Occupational & Environmental Medicine* 62 (2005): 124-127.

<sup>12</sup> G S Wang, Y C Deng and T F Lin, "Cancer risk assessment from trihalomethanes in drinking water." *The Science of the Total Environment* 387(1-3) (2007): 86-95.

<sup>13</sup> X Xu & C P Weisel, "Inhalation exposure to haloacetic acids and halo ketones during showering." *Environmental Science and Technology* 37(3) (2003): 569-576.

## **Arsenic**

Arsenic is a known teratogen (agent that can interfere with normal embryonic development) and carcinogen;<sup>1</sup> poisoning can be either acute or chronic. Chronic poisoning occurs over extended exposure periods and has been linked to higher rates of skin cancer;<sup>2</sup> kidney, bladder, and liver cancers;<sup>3</sup> and lung cancer.<sup>4</sup> Children and unborn babies are at a greater risk of arsenic poisoning because of higher water consumption levels per kilogram of body weight.<sup>5</sup>

It is important to note that although measured levels of Arsenic in the Sandspit Water System have consistently been below the 10ppb limit set by the Canadian Drinking Water Guidelines, they have also been consistently close to that limit at between 9 and 9.8 ppb over the life of the system.

Arsenic concentrations are also important when considered in conjunction with TTHM and HAA5 concentrations. An extensive search for research on the cumulative teratogenic and carcinogenic impacts of a mixture of HAAs, TTHMs, and Arsenic in drinking water was undertaken for this report; however, no information was found. It is important; however, to note that all three of these contaminants are, by themselves, associated with increased rates of kidney and bladder cancers at long exposure times, and birth defects from exposure during pregnancy.

Although the concentrations of arsenic must be viewed as a secondary problem, considering the points above, it would be prudent to adopt a treatment technology/process that addresses this problem if it can be done at a cost comparable to alternatives.

## **Hardness**

In addition to the public health issues outlined above the system also has high levels of Hardness with recorded levels for well PW00-5, PW00-7, and PW00-9 reaching at 150, 200, and 157 respectively. Hardness at this level is not a health issue; however, it has a negative effect on water aesthetics and calcium fouling can shorten the life of appliances and cause operational problems in the waterworks.

For homeowners hard water increases the production of soap scum while reducing the production of soap lather, in addition it leads to scale deposits in domestic plumbing and appliances which can lead to additional cost for homeowners. Problems with household appliances started to present themselves within two years of operating the system. Homeowners can purchase water softeners; however, the softening process is expensive and can increase the sodium levels in drinking water which can have adverse health effects.

Operationally, hard water can lead to fouling within the waterworks specifically around valves and fittings. Over time this fouling could shorten the life of system components leading to higher capital costs. Currently, as the system is only eight years old, these operational problems have not presented themselves; however, in the Sandspit Airport water system, which has source water with a comparable hardness, problems with the operability of main line valves, due to fouling, have been experienced.

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<sup>1</sup> International Agency for Research on Cancer, "Arsenic and Arsenic Compounds" *Monographs* 100 (C), <http://monographs.iarc.fr/ENG/Monographs/vol100C/mono100C-6.pdf>

<sup>2</sup> L M Knobeloch, K M Zierold and H A Anderson, "Association of arsenic-contaminated drinking-water with prevalence of skin cancer in Wisconsin's Fox River Valley" *Journal of Health, Population, and Nutrition* 24(2) (2006): 206-216.

<sup>3</sup> C-J Chen, Y-C Chuang, T-M Lin and H-Y Wu, "Malignant Neoplasms among Residents of Blackfoot Disease-endemic Area in Taiwan: High-Arsenic Artesian Well Water and Cancers" *Cancer Research* 45 (1985):

<sup>4</sup> C Ferreccio, C Gonzalez, V Milosavljevic, G Marshall, A M Sancha and A H Smith, "Lung cancer and arsenic concentrations in drinking water in Chile." *Epidemiology* 11(6) (2000): 673-679.

<sup>5</sup> United States National Research Council, *Arsenic in drinking water*. Washington D.C.: National Academy Press.

The largest risk associated with hardness is the potential loss of users and user fees. Complaints about hardness have been identified by many water users in Sandspit and several have switched to private wells as a result.

Although the hardness must be viewed as a tertiary concern, considering the points above, it would be prudent to adopt a treatment technology that addresses this problem if it can be done at a cost comparable to alternatives.

### **Treatment / Removal Options**

Treatment options are outlined below using a simple logic model: All options for the primary problem are discussed under that section, options that address the primary problem are then evaluated based on their ability to address the secondary problem; and finally, options that address both the primary and secondary problems, at a comparable cost, are discussed in regards to their ability to address the tertiary problem.

#### ***Primary Problem: DBPs***

Reduction in concentrations of THMs and HAAs can be achieved using the following methods:

##### **1) Removal the point of use:**

THMs and HAAs can be removed by homeowners at the point of use by filters that meet NSF/ANSI Standard 53, other filters may remove chlorine and a proportion of the DBPs but there is a high level of uncertainty regarding what that level would be. Point of use filters are problematic because they require careful monitoring and frequent replacement that homeowners often do not undertake. Point of use filters are also problematic as they are less effective in combatting exposure from inhalation and absorption when showering.

Volatile THMs will gas-off of water left in an open container; however, HAAs will not and other DBPs for which THMs and HAAs are indicators may remain in the water when using this technique.

Despite these problems users have been notified that this is their only option at this time.

##### **2) Changing source water selection:**

Changing the source water to a source with lower levels of organic carbon (the precursor to DBP) in turn reduces the concentrations of DBPs in the system. The aquifer characteristics in Sandspit make this option problematic and drilling new wells and installing new piping to the waterworks is cost prohibitive.

Sourcing more water from downstream in the aquifer will result in lower levels of organics; however, this is not a viable option as there is a higher risk of salt water intrusion in those locations (which would affect our system and the Airport's water system), furthermore, this approach would result in higher hardness levels.

Sourcing more water from deep wells may result in lower levels of organics; however, this would only take place if there is separation between the "lower" and "upper" section of the aquifer, which studies have shown there is not. In addition more dependence on deep wells may increase the levels of arsenic in the system.

Sourcing the water from creeks or other surface water sources would not address the issue and there are no other sources that would meet the demand of the system.

### 3) Optimizing the disinfection process:

The operator has put significant efforts into optimizing the disinfection process for the system; however, the way that the system was engineered with a single mainline and decentralized chlorination can only result in minimal results with regard to DBP reduction.

The use of chloramines & chlorine dioxide instead of sodium hypochlorite have been considered and ruled out for several reasons: First, because chloramines and chlorine dioxide may enhance the formation of other DBPs such as Haloacetonitriles (HANs), other nitrogenous DBPs (which are not regulated by are more toxic than regulated carbon-based DBPs) <sup>1</sup> and chlorite (which is regulated)<sup>2</sup>. Second, because chlorine dioxide gas is an explosive dangerous good that cannot be shipped by freight truck and our operator is not qualified to manufacture it on site.

### 4) Removing DBP precursors:

This option is the most promising as it will not only bring the system into compliance it will virtually eliminate THMs and HAAs as well as unregulated DBPs. The following are a list of treatment methods that would remove DBP precursors along with their benefits and limitations:<sup>3</sup>

**Enhanced coagulation and media filtration:** uses the conventional treatment process of chemical addition, coagulation, and dual media filtration. **Benefits:** low capital costs, proven and reliable technology. **Limitations:** would require a significant increase in staffing inputs, would require significant increases in operational costs, operator care required with chemical usage, chemical sludge disposal.

**Enhanced coagulation and micro or ultrafiltration:** uses conventional treatment process of chemical addition, and coagulation, followed by filtration through a membrane. **Benefits:** low capital costs, new but proven technology. **Limitations:** significant increase in staffing inputs, operator care required with chemical usage, membrane fouling, significantly higher operational costs, and chemical concentrate disposal.

**Granular activated carbon: (GAC):** Uses extremely porous carbon media in a process known as adsorption. As water passes through the media, the dissolved contaminants are attracted and held on the solid surface. **Benefits:** proven and reliable technology. **Limitations:** high cost of filter media (which must be replaced), significant increase in staffing inputs, disposal of spent filter media, high capital costs.

**Lime Softening:** uses  $\text{Ca}(\text{OH})_2$  to raise the pH to about 10 to precipitate carbonate hardness and trap organics in the process. **Benefits:** low capital costs, proven technology. **Limitations:** significant increase in staffing inputs, higher risk chemical usage, pH adjustment needed, high cost associated with sludge disposal, not recommended for small system.

**Reverse osmosis:** removal uses a semipermeable membrane and a high pressure pump to cause the water, but not suspended and most dissolved solids to pass through the membrane. **Benefits:** produces consistently high quality water. **Limitations:** high capital and operating

<sup>1</sup> M G Muellner, D D Wagner, K McCalla, S D Richardson, Y-T Woo and M J Plewa, "Halacetonitriles vs. Regulated Haloacetic Acids: Are Nitrogen-Containing DBPs More Toxic?" *Environmental Science and Technology* 41(2) (2007): 645-651.

<sup>2</sup> Health Canada, *Guidelines for Canadian Drinking Water Quality*, (2006) [http://www.hc-sc.gc.ca/ewh-semt/alt\\_formats/hecs-sesc/pdf/pubs/water-eau/trihalomethanes/trihalomethanes-eng.pdf](http://www.hc-sc.gc.ca/ewh-semt/alt_formats/hecs-sesc/pdf/pubs/water-eau/trihalomethanes/trihalomethanes-eng.pdf)

<sup>3</sup> U.S. Department of the Interior, Bureau of Reclamation, "DBP: Trihalomethanes Fact Sheet" *Reclamation: Managing Water in the West*, <http://www.usbr.gov/pmts/water/publications/reportpdfs/Primer%20Files/08%20-%20DBP%207-8%20THMs.pdf>; U.S. Department of the Interior, Bureau of Reclamation, "DBP: Haloacetic Acids Fact Sheet" *Reclamation: Managing Water in the West*, <http://www.usbr.gov/pmts/water/publications/reportpdfs/Primer%20Files/08%20-%20DBP%205-6%20HAAs.pdf>

cost, high energy inputs, pre-treatment requirement, membrane fouling, concentrate disposal, high proportion of water in waste stream leads to significantly increased pumping rates.

**Nanofiltration:** uses membranes to physically separate precursors from the water. **Benefits:** least amount of staffing inputs, consistent high quality water, low capital cost, new but proven technology. **Limitations:** membrane fouling, concentrate disposal, slightly increased pumping rates.

### ***Secondary Problem: Arsenic***

Point of use systems such as whole house reverse osmosis and flash distillation are available; however, they are generally not affordable when the waste stream is taken into effect. Although granular activated carbon is not effective at Arsenic removal, the following list of treatment options are effective at removing Arsenic<sup>1</sup> as well as DBPs:

**Enhanced Coagulation & Filtration (media or membrane)** is effective in the removal of Arsenic in addition to DBPs with the addition of **Oxidation** which would increase the capital and operational costs of the treatment process.

**Lime Softening** is effective at the removal of Arsenic in addition to DBPs at no additional cost; however, the capital and operational costs of this process are higher than other alternatives and the process is not suitable for small systems.

**Reverse Osmosis** is effective at the removal of Arsenic in addition to DBPs at no additional cost; however, the capital and operational costs of reverse osmosis are higher than other alternatives.

**Nanofiltration** is effective at removing up to 95% of Arsenic 3 and 75% of Arsenic 5 in addition to DBPs at no additional cost.<sup>2</sup>

### ***Tertiary Problem: Hardness***

Enhanced Coagulation is not effective at lowering hardness levels and at least one of the options below can and can be achieved for comparable or lower costs:

**Lime Softening**, although this process would effectively address the primary, secondary, and tertiary problems; however, it has high operational costs, especially for smaller systems.

**Reverse Osmosis**, although this process would effectively address the primary, secondary, and tertiary problems; however, it has high capital and operational costs.

**Nanofiltration** will effectively address the primary, secondary, and tertiary problems. The costs associated with this treatment option are comparable to any other option.

### **Conclusion**

This report has outlined the Sandspit Water System's water quality and drinking water safety issues present at the date of publication along with options for dealing with these issues. At this time the only treatment process that will deal with the primary, secondary, and tertiary water quality issues is Nanofiltration. There are other processes that will deal with the primary issue alone; however, although some of those options have slightly lower capital costs the operational costs of every option are significantly higher.

<sup>1</sup> U.S. Department of the Interior, Bureau of Reclamation, "Arsenic Fact Sheet" *Reclamation: Managing Water in the West*, <http://www.usbr.gov/pmts/water/publications/reportpdfs/Primer%20Files/08%20-%20Arsenic.pdf>

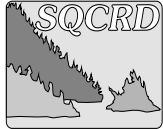
<sup>2</sup> Y Sato, M Kang, T Kamei and Y Magara, "Performance of nanofiltration for arsenic removal" *Water Research* 36(13) (2002): 3371-3377.

With this in mind the recommendation, which is outlined at the beginning of the document, is to work with an engineer to investigate the feasibility (technical and financial) of a centralized Nanofiltration treatment plant and to apply for capital funding if the option is feasible.

Finally, as many of the problems with the Sandspit Water System may have been associated with the fact that the engineering firm that designed the system had little experience in building municipal water systems, it would be prudent to ensure that the competition process is designed in such a way that only qualified engineering firms and contractors are able to participate in the process.

Respectfully Submitted

Evan Putterill  
Chairperson  
Moresby Island Management Committee



## BOARD REPORT – REGULAR MEETING

**DATE:** June 22<sup>nd</sup>, 2013

**FROM:** Jennifer Robb, Treasurer

**SUBJECT:** 2012 Statement of Financial Information / Audited Financial Statements

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### Recommendation:

**THAT** the Board receives the staff report “2012 Statement of Financial Information”;

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

**AND FURTHER THAT** the 2012 Audited Financial Statements be adopted as presented.

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### 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 30<sup>th</sup> each year.

Most of the information that must be presented in the SOFI report is contained in the Audited Financial Statements. However additional information required includes:

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

**2012**  
**SCHEDULE SHOWING THE REMUNERATION AND EXPENSES**  
**PAID TO OR ON BEHALF OF EACH EMPLOYEE**  
**As Required by Section 2(3)(a) of the Financial Information Act**

**Elected Officials and Members of the Board of Directors**

<u>NAME</u>	<u>POSITION</u>	<u>REMUNERATION</u>	<u>EXPENSES</u>
Pages Barry	Chair	18,623.58	7,535.02
Nobels, Des	Current Vice Chair	13,533.52	3,748.79
Ashley, Anna	Member, Board	11,679.76	2,078.63
Bergman, Karl	Member, Board	13,507.09	9,235.50
Bjorndal, Knut	Member, Board	12,001.23	1,411.05
Gould, Ian	Member, Board	12,001.23	2,831.05
Kinney, Nelson	Member, Board	11,475.47	692.39
Kulesha, Carol	Member, Board	11,692.44	4,384.01
Putterill, Evan	Member, Board	13,862.75	6,522.57
Racz, Michael	Member, Board	13,507.09	8,078.69
Cheer, Wallace	Alternate Member, Board	166.00	248.37
Cranston, Ellen	Alternate Member, Board	166.00	80.00
Garon, Gina	Alternate Member, Board	830.00	1,406.47
Martin, Gregory	Alternate Member, Board	166.00	-
Rice, Jennifer	Alternate Member, Board	166.00	-
Robertson, Daniel	Alternate Member, Board	332.00	-
Turner, John	Alternate Member, Board	166.00	-
<b>TOTAL: Elected Officials</b>		<b>133,876</b>	<b>48,253</b>

**Employees**

<u>NAME</u>	<u>REMUNERATION</u>	<u>EXPENSES</u>
Merrick, Joan	143,017.47	11,197.50
Robb, Jennifer	98,964.77	7,601.39
Consolidated Total of other employees with remuneration and expenses of \$75,000 or less	842,630.76	22,987.11
<b>TOTAL: Other Employees</b>	<b>1,084,613</b>	<b>41,786</b>

**3 Reconciliation:**

	<u>REMUNERATION</u>	<u>EXPENSES</u>
Total remuneration - elected officials and members of the Board of Directors	133,876	48,253
Total remuneration - other employees	1,084,613	41,786
<b>SUB-TOTAL:</b>	<b>\$ 1,218,489</b>	<b>\$ 90,039</b>
Reconciling Items	\$ -	\$ -
<b>TOTAL per Statement of Revenue and Expenditure</b>	<b>\$ 1,218,489</b>	<b>\$ 90,039</b>
<b>Variance - See Financial Statement Note 6</b>	<b>-</b>	<b>-</b>



**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**

**2012  
SCHEDULE SHOWING PAYMENTS  
MADE FOR THE PROVISION OF GOODS OR SERVICES**

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

<b>Supplier name</b>	<b>Aggregate amount paid to supplier</b>
Aggressive Transport Ltd.	38,987.20
At Source Recycling Systems Corporation	116,328.80
Big Red Enterprises	199,319.76
KGC Fire Rescue Inc.	64,682.42
Lax Kwalaams Holdings Ltd.	35,046.28
Municipal Pension Plan	122,717.15
Pacific Blue Cross	38,996.19
Receiver General	205,763.23
Ticker's Hauling and Storage	34,870.68
Vadim Software	58,474.16
Fast Fuel Services	31,748.51
<b>Total aggregate amount paid to suppliers</b>	<b>\$946,934.38</b>

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

<b>Consolidate total &lt;\$25,000</b>	<b>\$527,295.62</b>
---------------------------------------	---------------------

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

Consolidated total of grants exceeding \$25,000	<b>\$ 436,032.16</b>
Consolidated total of contributions exceeding \$25,000	<b>\$ 0</b>
<b>Consolidated total of all grants and contributions exceeding \$25,000</b>	<b>\$ 436,032.16</b>

**4. Reconciliation**

Total of aggregate payments exceeding \$25,000 paid to suppliers	<b>\$ 946,934</b>
Consolidated total of payments of \$25,000 or less paid to suppliers	<b>\$ 527,295</b>
Consolidated total of all grants and contributions exceeding \$25,000	<b>\$ <u>436,032</u></b>

Reconciling items\*

Plus: Total of all grants under \$ 25,000	\$ 41,760
Less: Municipal Pension Plan	\$ (122,717)
Pacific Blue Cross	\$ (38,996)
Receiver General for Canada	\$ (205,763)
Other	\$ (110,315)

Revised Total: **\$ 1,474,230**

Total per Statement of Revenue and Expenditure	<b><u>\$1,474,230</u></b>
(Note 6. Consolidated Expenditures by Type –	
Purchased services, grants and supplies)	
(	
Variance*	\$ <u>0</u>

\* Note: if you cannot provide reconciling items, please provide an explanation of the variance

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☐ 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, 2012**

**SKEENA-QUEEN CHARLOTTE  
REGIONAL DISTRICT**

**INDEX TO FINANCIAL STATEMENTS**

**DECEMBER 31, 2012**

**INDEPENDENT AUDITOR'S REPORT**

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

**NOTES**

**SCHEDULES**

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

## INDEPENDENT AUDITOR'S REPORT

To the Directors  
Skeena-Queen Charlotte Regional District

### Report on the Financial Statements

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

### Management Responsibility for the Financial Statements

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

### Auditor's Responsibility

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

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

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

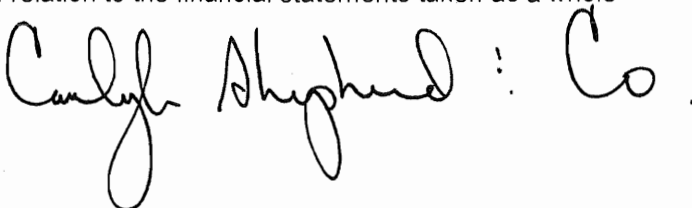
### Opinion

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

### Supplementary Information

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

Prince Rupert, BC  
May 24, 2013



**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**

**STATEMENT OF FINANCIAL POSITION**

**DECEMBER 31**

**STATEMENT A**

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

APPROVED BY THE BOARD

\_\_\_\_\_ Chair

\_\_\_\_\_ Treasurer

**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**

**STATEMENT OF FINANCIAL ACTIVITIES**

**YEAR ENDED DECEMBER 31**

**STATEMENT B**

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

**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**

**STATEMENT OF CASH FLOWS**

**YEAR ENDED DECEMBER 31**

**STATEMENT C**

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



**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**  
**STATEMENT OF CHANGES IN NET FINANCIAL ASSETS (LIABILITIES)**  
**YEAR ENDED DECEMBER 31**  
**STATEMENT D**

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

# **SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**

## **NOTES**

**DECEMBER 31, 2012**

### **1. SIGNIFICANT ACCOUNTING POLICIES**

#### **Basis of presentation**

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

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

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

#### **Basis of accounting**

Revenue and expenditures are reported on an accrual basis.

#### **Revenue recognition**

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

#### **Financial instruments**

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

#### **Cash and investments**

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

# SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

## NOTES

DECEMBER 31, 2012

### 1. SIGNIFICANT ACCOUNTING POLICIES (continued)

#### Physical assets

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

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

#### Equity in Physical Assets

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

#### Use of estimates

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

### 2. MFA DEPOSIT AND DEBT RESERVE

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

### 3. DEFERRED REVENUE

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

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

## SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

### NOTES

DECEMBER 31, 2012

#### 4. MFA DEBENTURES/LEASES FOR THE REGIONAL DISTRICT

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

#### 5. DEBENTURES ISSUED FOR MUNICIPALITIES

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

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

#### 6. CONSOLIDATED EXPENDITURES BY TYPE

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

#### 7. LINE OF CREDIT

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

## **SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**

### **NOTES**

**DECEMBER 31, 2012**

#### **8. LEASE COMMITMENT**

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

#### **9. PENSION INFORMATION**

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

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

#### **10. CHANGE IN COMPARATIVE FIGURES**

Certain figures have been restated for comparative purposes.

#### **11. PURPOSE OF ORGANIZATION**

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

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

**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**

**STATEMENT OF SURPLUS**

**YEAR ENDED DECEMBER 31**

**SCHEDULE 1**

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

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

**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**

**STATEMENT OF RESERVE FUNDS**

**YEAR ENDED DECEMBER 31**

**SCHEDULE 2**

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

**Represented by the following reserve funds**

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

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

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



**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**

**SCHEDULE OF PHYSICAL ASSETS**

**YEAR ENDED DECEMBER 31**

**SCHEDULE 4**

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

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

<b>Payable To</b>	<b>Date</b>	<b>Amount</b>	<b>Purpose</b>
Big Red Enterprises Ltd.	8-May	\$16,608.03	April, 2013 Garbage Collection Contract
Vancouver Island Regional Library	8-May	\$9,673.00	2013 Second Quarter Total Levy
Ticker's Hauling and Storage	24-May	\$14,962.50	Transfer Recyclables, Toilet Rental, Landfill Cleanup (Metal Removal) - 3 invoices in total
Receiver General	1-May	\$9,838.69	Payroll Remittance (PP9-2013)
Receiver General	24-May	\$9,965.73	Payroll Remittance (PP10-2013)

**TOTAL CHEQUES OVER \$5,000:            \$61,047.95**



File: 30050-20/PRGT 05-03

Ref: 103101

June 6, 2013

Barry Pages  
 Chair  
 Skeena-Queen Charlotte Regional District  
 100-1<sup>st</sup> Avenue East  
 Prince Rupert BC V8J 1A6

Dear Mr. Pages:

I am writing to notify you that British Columbia's environmental assessment (EA) for the Prince Rupert Gas Transmission Project – Northeast British Columbia to the Prince Rupert Area (proposed Project) has been initiated under section 10(1)(c) of the *Environmental Assessment Act*. The proposed Project is proposed by Prince Rupert Gas Transmission Ltd. (Proponent), a wholly owned subsidiary of TransCanada PipeLines Limited.

The proposed Project would involve the development of a natural gas transmission system starting near Hudson's Hope in Northeast BC and terminating at the Proposed Pacific NorthWest LNG export facility near Prince Rupert on the North Coast of BC. The pipeline would be approximately 750 km long with a diameter of 1219 mm and include up to eight compressor stations. Further information on the proposed Project is available on our website at [www.eao.gov.bc.ca](http://www.eao.gov.bc.ca).

The proposed Project is currently in the early stages of the EA and the public will be provided with opportunities to comment on the proposed Project at various points during the EA. The proposed Project may also be subject to review under the *Canadian Environmental Assessment Act 2012*, in which case, provincial and federal agencies will work together to ensure an effective and efficient environmental review, which may result in a substituted or coordinated EA. Substitution means that a single, provincial EA process would be conducted, resulting in two separate decisions (federal and provincial). Coordination means that the federal and provincial governments would work cooperatively to align their two separate EA processes and decisions.

.../2

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

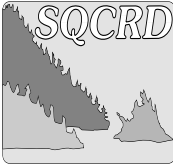
If you have any questions or require further information, please contact me at 250-387-8745, or by email at [Rachel.Shaw@gov.bc.ca](mailto:Rachel.Shaw@gov.bc.ca).

Yours truly,

A handwritten signature in cursive script, appearing to read "Rachel Shaw", is shown within a light gray rectangular box.

Rachel Shaw  
Project Assessment Manager

cc: Vivian Au, Project Manager  
Canadian Environmental Assessment Agency



## STAFF REPORT

**DATE:** June 22, 2013

**FROM:** Joan Merrick, Chief Administrative Officer

**SUBJECT:** Strategic Priorities – June 2013 Review

### Recommendation:

**THAT the Board receives the staff report “Strategic Priorities – June 2013 Review”.**

### Background:

The Board, as part of the Strategic Priorities report, committed to focus on its strategic priorities at each of its Board meetings. A Schedule was set to include two of the priority items at each meeting. No review was done at the May meeting so the two items from that meeting were carried forward to June.

The four items for review and discussion currently include:

- Recycling on Haida Gwaii
- Regional Leadership and Advocacy
- Water Quality in Sandspit
- Emergency Planning and Preparedness

### Discussion:

Staff has attached a copy of the Strategic Priorities in reporting format. Each of the priorities are shown in bold at the top of the table, with the identified actions immediately below on the left hand side and any notes or completed actions on the right hand side.

Where staff is seeking direction, the specific goals have been shaded. The Board should refer to the plan and discuss what actions they would like to undertake to achieve those goals.

## 1. Regional Leadership and Advocacy

Develop and advocate for a Regional District strategy that addresses the rising cost of travelling on BC Ferries, as well as other transportation costs and expenses impacting all the communities on the North Coast	
<u>Action</u>	<u>Update</u>
<ul style="list-style-type: none"> <li>Design the strategy within three months</li> </ul>	
<ul style="list-style-type: none"> <li>Identify who needs to be involved with the Regional District in advocating a coordinated position</li> </ul>	
<ul style="list-style-type: none"> <li>Describe and implement its advocacy approach</li> </ul>	
<ul style="list-style-type: none"> <li>Share with its communities the results of its advocacy work</li> </ul>	

Develop a Regional District plan that advocates for more revenue sharing for our communities based on the natural resources that are being extracted from the area	
<u>Action</u>	<u>Update</u>
<ul style="list-style-type: none"> <li>Research other models and design a strategy within six months</li> </ul>	
<ul style="list-style-type: none"> <li>Identify who needs to be involved with the Regional District in advocating a coordinated approach</li> </ul>	
<ul style="list-style-type: none"> <li>Describe and implement its advocacy approach</li> </ul>	
<ul style="list-style-type: none"> <li>Share with its communities the results of its advocacy work</li> </ul>	

## 1. Regional Leadership and Advocacy (Continued)

<b>Create various communication mechanisms so Board members are fully informed of current and proposed initiatives on the North Coast</b>	
<u>Action</u>	<u>Update</u>
<ul style="list-style-type: none"> <li>Restructure the Board agenda so Board members are given an opportunity to provide information on initiatives currently happening or proposed in their area</li> </ul>	<p><u>June</u> – Staff has developed a policy for Director Reports and will include “Director Reports” as a heading under new business on each agenda.</p>
<ul style="list-style-type: none"> <li>Explore the possibility of including Haida Gwaii representatives at future Community to Community (C2C) forums</li> </ul>	<p><u>June</u> – Staff had a discussion with the C2C organizing staff at Port Edward. Based on that discussion, it does not seem that a combined C2C for both Mainland and Islands is practical.</p> <p>Staff is seeking direction on developing an application on Haida Gwaii to support the protocol process.</p>
<ul style="list-style-type: none"> <li>Invite Northwest Community College to a Board meeting to discuss training and skill development opportunities that would support more employment being available for local residents</li> </ul>	

<b>Design how a long-term coordinated Regional Plan could be developed, involving all key stakeholders</b>	
<u>Action</u>	<u>Update</u>
<ul style="list-style-type: none"> <li>Research various models / approaches for a coordinated regional plan</li> </ul>	
<ul style="list-style-type: none"> <li>Determine key stakeholders</li> </ul>	
<ul style="list-style-type: none"> <li>Meet with key stakeholders to discuss options for developing the plan</li> </ul>	
<ul style="list-style-type: none"> <li>Develop an action plan to move forward with the plan</li> </ul>	

## **Emergency Planning and Preparedness**

<b>Improve the effectiveness of emergency management for the Region</b>	
<b><u>Action</u></b>	<b><u>Update</u></b>
<ul style="list-style-type: none"> <li>Initiate contact with Member Municipalities and First Nations with the goal of developing both Mainland and Haida Gwaii Emergency Management Working Groups</li> </ul>	
<ul style="list-style-type: none"> <li>Coordinate with Emergency Management BC to arrange continued training and access to other resources and / or support that may be available</li> </ul>	<p><u>June</u> – EMBC traveling to Prince Rupert and Haida Gwaii to discuss tsunami risks in coastal BC and to share recent updates to the BC tsunami notification process. Staff will attend the session in Prince Rupert (June 26<sup>th</sup>) and is in the process of setting up sessions in Tlell (June 27<sup>th</sup>) and Sandspit (June 28<sup>th</sup>).</p>

<b>Increase the knowledge and abilities of volunteers to respond effectively to emergencies at the local level</b>	
<b><u>Action</u></b>	<b><u>Update</u></b>
<ul style="list-style-type: none"> <li>Develop and support community-based Emergency Response Groups in key communities within the electoral areas</li> </ul>	<p><u>June</u> – while on Island for the EMBC sessions, staff will be talking with local contacts regarding formalizing the emergency response groups.</p>
<ul style="list-style-type: none"> <li>Develop community-specific Response Protocols</li> </ul>	
<ul style="list-style-type: none"> <li>Update the existing Emergency Response and Recovery Plans in Areas A &amp; C and D &amp; E</li> </ul>	



## 2. Recycling on Haida Gwaii

Review and decide on the future direction for Recycling on Haida Gwaii	
<u>Action</u>	<u>Update</u>
<ul style="list-style-type: none"> <li>Review initial cost / volume figures from staff on the current operation in May</li> </ul>	<p>Staff presented a power point report at the May 8<sup>th</sup> Island Directors Advisory Committee meeting. Staff will update the report and circulate to all directors.</p>
<ul style="list-style-type: none"> <li>Decide what additional information is required to examine the current operations and future options</li> </ul>	
<ul style="list-style-type: none"> <li>Identify what is the most effective way of consulting with the community on future options</li> </ul>	
<ul style="list-style-type: none"> <li>Decide on the future direction and communicate effectively those decisions with all of Haida Gwaii</li> </ul>	

### 3. Governance Structure for Sandspit

Resolve what the future governance structure should be for Sandspit	
<u>Action</u>	<u>Update</u>
<ul style="list-style-type: none"> <li>Work collaboratively with the Moresby Island Management Committee (MIMC) on a community survey that attempts to find out if the residents of Sandspit are interested in considering a different structure for its community in the future</li> </ul>	<p><u>June</u> – no action taken to date.</p>
<ul style="list-style-type: none"> <li>Identify what the various options and costs would be for conducting a restructuring study</li> </ul>	<p><u>May &amp; June</u> – staff has discussed with Ministry staff the option of conducting a mini study; waiting to hear back from the Ministry.</p>
<ul style="list-style-type: none"> <li>Continue to lobby the Province to support a restructure for Sandspit based on the communities desires</li> </ul>	

#### 4. Water Quality in Sandspit

<b>Examine the current extent of the water quality situation in Sandspit and decide on a future direction</b>	
<u><b>Action</b></u>	<u><b>Update</b></u>
<ul style="list-style-type: none"> <li>Receive and review all the information collected by the Moresby Island Management Committee on the extent of the problem</li> </ul>	<p><u>April 23<sup>rd</sup> &amp; June 4<sup>th</sup></u> – Staff requested all information related to water quality issue. Information not received to date.</p>
<ul style="list-style-type: none"> <li>Research what alternative approaches are being used in other areas as well as gathering information from UBCM's Small Water Systems Working Group</li> </ul>	<p><u>May &amp; June</u> – staff has talked with Doug Quibell regarding the options. Staff have also contacted numerous local governments to get info on capital and operating cost of small plants. A report will be included on the June agenda.</p>
<ul style="list-style-type: none"> <li>Invite Northern Health to meet with the Regional District to discuss the extent of the problem and what possible strategies are available to resolve the issue</li> </ul>	<p><u>June</u> – staff has extended an invitation but have not heard back yet.</p>
<ul style="list-style-type: none"> <li>Decide on a future course of action</li> </ul>	