



**NORTH COAST REGIONAL DISTRICT
SPECIAL BOARD MEETING
AMENDED AGENDA**
Held VIA Teleconference: 1-877-385-4099
Access: 3761822#
Wednesday, July 17, 2019 at 7:00 p.m.

1. CALL TO ORDER

2. CONSIDERATION OF AGENDA (additions/deletions)

3. BOARD MINUTES & BUSINESS ARISING FROM MINUTES

None.	
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4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

None.	
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5. DELEGATION

None.	
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6. FINANCE

None.	
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7. CORRESPONDENCE

7.1	BC Hydro – 2019 UBCM Meeting Requests	Pg 1
7.2	Gitga’at First Nation – Request for Letter of Support: Hartley Bar Destination Trail Project BC Rural Dividend Fund Application	Pg 2-5
7.3	Gitga’at First Nation – Request for Letter of Support: Harbour Front Development Plan Project BC Rural Dividend Fund Application	Pg 6-8

8. REPORTS / RESOLUTIONS

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9.20	Bylaw No. 650, 2019 – Being a bylaw to authorize the NCRD to obtain, by referendum, the opinion of the electors in a portion of Electoral Area “C” regarding establishing a service to operate the Oona River Community Hall <i>Prior to being given three readings and adoption.</i>	Pg 77-78
9.21	Bylaw No. 651, 2019 – Being a bylaw to authorize the NCRD to obtain, by referendum, the opinion of the electors in Electoral Area “E” regarding establishing a parks and trails service <i>Prior to being given three readings and adoption.</i>	Pg 79-80

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

10.1	M. Williams, Planning Consultant – Land Referral: Naikun Wind Development Corp.	Pg 81-90
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10.4	M. Williams, Planning Consultant – Land Referral: O'Brien Road & Bridge Maintenance	Pg 111-129

11. NEW BUSINESS

None.	---
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12. OLD BUSINESS

12.1	D. Fish, Chief Administrative Officer - Haida Gwaii Clean Energy Project Update	Verbal
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13. PUBLIC INPUT**14. IN-CAMERA**

That the public be excluded from the meeting according to section 90(1)(c) of the <i>Community Charter</i> "labour relations or other employee relations".	---
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15. ADJOURNMENT

Daniel Fish

From: Dayle Hopp <dayle.hopp@bchydro.com>
Sent: Thursday, June 27, 2019 3:57 PM
To: Doug Chapman
Subject: 2019 UBCM Convention
Attachments: UBCM 2019 BC Hydro Meeting Request Form.docx

Dear Chair, CAO & Directors:

Re: 2019 UBCM Convention

BC Hydro is pleased to be participating in the upcoming 2019 UBCM Convention in Vancouver during the week of September 23-27, 2019.

If you would like to arrange a meeting on a local issue with one of our senior managers while you are at the convention, please fill out the **attached form** and return it with your email request to Lisa Waddell (lisa.waddell@bchydro.com) by **Wednesday, July 31st**. We may not be able to accommodate meeting requests received after this date.

Meetings will be scheduled for September 24-26. We will provide full details when we confirm your meeting date and time.

Accompanying me at the convention will be Dave Mosure, who is also from Northern Community Relations.

If you have any questions, please don't hesitate to contact me at 250 561-4858 (office) or 250 961-0676 (cell).

We look forward to seeing you at the convention.

Sincerely,

Bob Gammer
Northern Community Relations Manager

Corporate Officer NCRD

From: Norma Stumborg <norma.stumborg@gmail.com>
Sent: Wednesday, July 3, 2019 2:17 PM
To: Teresa Robinson; Paul Paterson; ttavares@kitimat.ca; Paul Vendittelli; Veronika Stewart; ellis.ross.MLA@leg.bc.ca; nathan.cullen.c1@parl.gc.ca; paula@indigenoussbc.com; keith@indigenoustourism.ca; Corporate Officer NCRD; Lucy Martin
Subject: Request for Letter of Support - Hartley Bay Destination Trail Project
Attachments: Hartley Bay Destination Trail Project 2020 Request for LOS.docx

Dear All,

Gitga'at First Nation respectfully requests a letter of support to accompany their application to the BC Rural Dividend Fund Destination Trail Project to develop a main trail between Hartley and Malsey Bays. Please see the attached memo that provides a description of the project and map of the trail.

Please send your letter of support via return email no later than July 26th to norma.stumborg@gmail.com
(Grant Writer)

We thank you for your time and consideration of this request.

Kind Regards,
Norma Stumborg
250-877-8563

Hartley Bay Destination Trail Project 2020

Request

Gitga'at First Nation requests your letter of support to accompany their application to BC Rural Dividend Fund's Destination Trail Project to develop a community trail that will allow for hiking, walking and ATVs and will connect Hartley Bay to Malsey Bay's campground (deadline July 26). The project is estimated to cost approximately \$440,000 that includes a valuable training component.

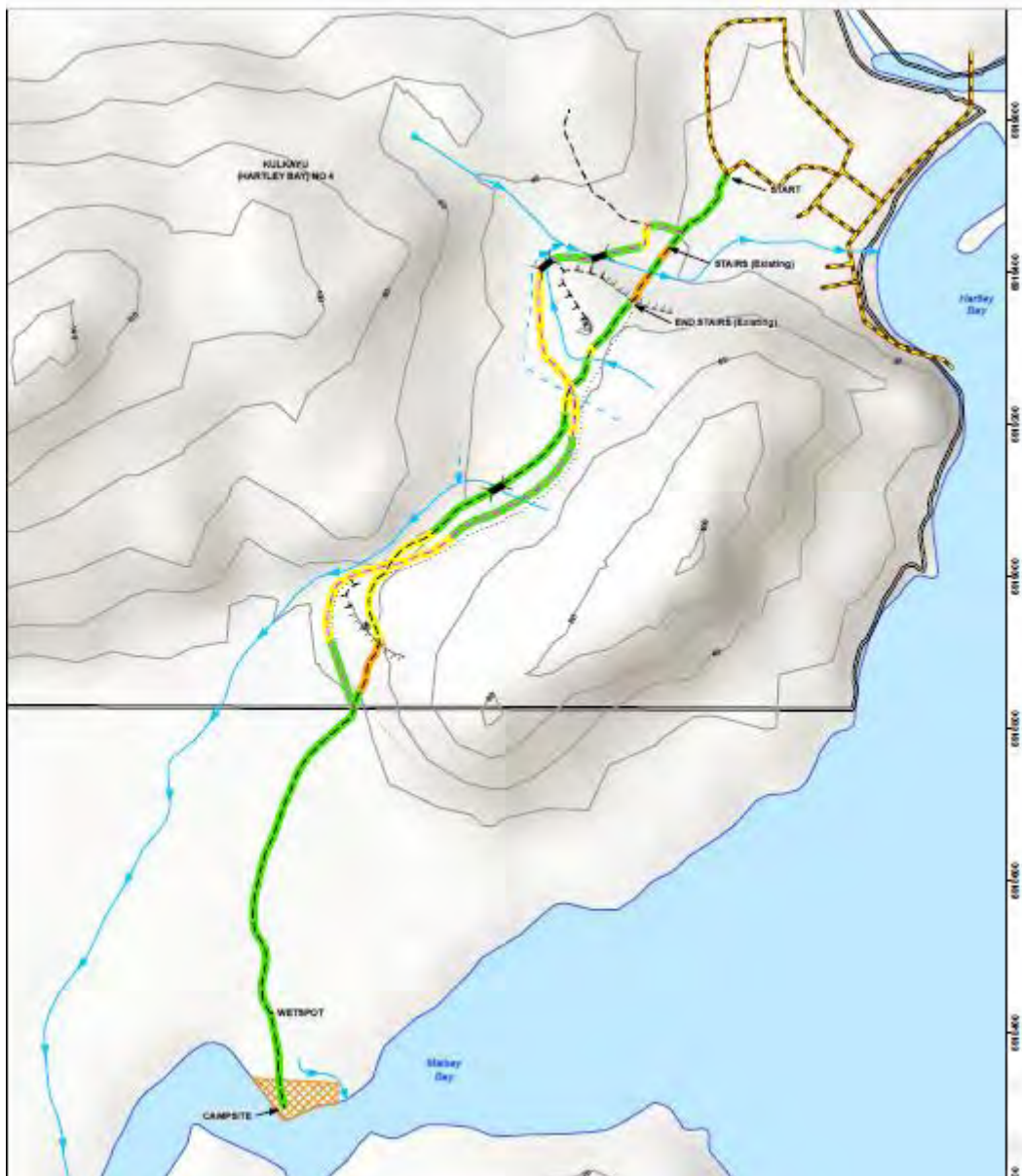
Project Background:

Hartley Bay (Txalgiu) is a beautiful, rugged and remote oceanfront village of approximately 200 people that is situated 145 km south of Prince Rupert in the Douglas Channel. Hartley Bay is within the traditional lands of the Tsimshian and home to Gitga'at First Nation Band, the cultural and administrative hub of the Nation. The land lies within Northern BC's coastal ecosystem and contains ancient old cedar trees. There is a natural abundance of wildlife such as: whales, wolves, seals, Spirit and Grizzly Bear, and a large variety of sea birds. There are no roads within the community; transportation over the wetlands is via a system of trails and boardwalks. Cultural and ecological tourism brings some people to the area via ferry, cruise ship and private boat each summer.

Project Description:

Gitga'at First Nation plans to construct a 1.5 km trail with 3 bridges that connects Hartley Bay to Malsey Bay Campground as per the map attached. The existing trail will be widened and covered with geotechnical fabric to limit vegetation regrowth and then resurfaced with gravel and compacted in layers. Based on a ground truthing of the land, there are several new sections proposed for construction that in order to reduce the grade and make the trail as user friendly for all age groups and abilities as possible. A trail sign is proposed at the trailhead in Hartley Bay that draws people's attention to the trail use rules and map. A second trail sign is proposed at Malsey Bay Campground that tells visitors about the unique coastal ecosystem and history of the Tsimshian people. The project includes development of the forestry campground with 4 tent sites and a picnic shelter.

There are a few unique items to this project. Specifically, the project includes a training component that will provide valuable skills for youth such as: Chainsaw Certification, Level 1 First Aid, WHIMIS and WorkSafe BC knowledge. The in-class instruction will be followed by a work experience component under the supervision of Andrew Blix, Owner of Blix Forestry Consulting. Secondly, the bridges, picnic tables and shelter are proposed to be built of yellow cedar from the territorial land of the Tsimshian. The trail will have two ocean front access points to allow boaters the flexibility of staying overnight at the campground, or in the comfort of a Bed and Breakfast.



Project Rationale:

Gitga'at First Nation has long wanted to expand into the ecotourism and cultural tourism markets to meet the growing need for Indigenous Tourism in BC. As proposed the trail will not only provide a greatly needed recreational outlet for local residents, but will provide a valuable tourist amenity that will help to draw and retain visitors in Hartley Bay. Hartley Bay is known throughout the region as a spot in which boats can fuel up, and also safely tie up for the night on the docks behind the breakwater. The trail will provide a pathway for ocean travelers to get

out and stretch their legs and enjoy the beautiful, natural coastal community. We anticipate that the construction and ongoing use will generate increased economic activity and jobs.

Corporate Officer NCRD

From: Norma Stumborg <norma.stumborg@gmail.com>
Sent: Friday, July 5, 2019 9:44 AM
To: Teresa Robinson; Paul Paterson; ttavares@kitimat.ca; Paul Vendittelli; Veronika Stewart; ellis.ross.MLA@leg.bc.ca; nathan.cullen.c1@parl.gc.ca; paula@indigenoussbc.com; keith@indigenoustourism.ca; Corporate Officer NCRD; Lucy Martin
Subject: Request for Letter of Support Harbourfront Development Plan for Gitga'at First Nation
Attachments: LOS Memo Hartley Bay Harbourfront Development Plan.docx

Dear All,
Gitga'at Development Corporation respectfully requests a letter of support to accompany their application to the BC Rural Dividend Fund to complete the business analysis and site selection for their Harbourfront Development Plan which includes a hotel, restaurant and retail space. Please see the attached document for more information.

Please send your letter of support via return email no later than July 26th to norma.stumborg@gmail.com (grant writer).

We thank you for your time and consideration.

Kind Regards,
Norma Stumborg, Write On Services
250-877-85563

Hartley Bay Harbourfront Development Project

Project Description:

Gitga'at Development Corporation in partnership with Gitga't First Nation, are applying to the BC Rural Dividend Fund Project Development Stream for \$10,000 to complete a Harbourfront Development Plan – Phase 1, and respectfully request a letter of support from your organization (deadline July 26) via return email. The proposed development includes a 28-room hotel facility, 52 seat restaurant and nearby market style retail space, consisting of up to 6 mini-longhouses, on the harbour in Hartley Bay. The project is estimated to cost \$82,740.

Project Rationale:

Hartley Bay (Txalgiu) is a beautiful, remote, coastal community of around 200 people located in the Douglas Channel, 145 km south of Prince Rupert. Presently, the community amenities include a few small Bed and Breakfasts and bakery. Indigenous Tourism is growing rapidly throughout the region and the Nation wants to diversify into the tourism economy to capitalize on these opportunities. Presently, cultural and ecological tourism brings people to the area via ferry, cruise ship and private boat. Recent developments in the region have created new opportunities for Gitga'at First Nation and its members including: the Port of Prince Rupert, Ridley Terminals, Northwest Transmission Line, and LNG Canada. The latter has necessitated the development of an emergency response station in Hartley Bay and there is a growing number of professionals and contractors coming to Hartley Bay. The community also receives significant traffic from government employees, sport fishers, utility and forestry workers. However, there is no place to eat, or hotel to stay in. The lack of a place to stay and eat discourages people from going to Hartley Bay. The proposed development of Hartley Bay 's harbour with a hotel, restaurant and retail market will provide the necessary amenities to encourage visitors to stay and return to Hartley Bay. It will also provide a venue to incubate local entrepreneurs and jobs for residents. The business plan for Hartley Bay's Harbourfront Development Project will form a sound financial basis for future construction phases.

The Nation has long wanted a hotel and restaurant in the community. The proposed Hartley Bay Harbourfront Development Project will increase community resilience and support economic diversification into the tourism and retail sectors. The hotel, restaurant and longhouse waterfront development will combine to bring more traffic into the community, and keep visitors for longer periods of time. This will have a positive economic multiplier effect for community-owned businesses and positive influence on fuel sales and docking revenues, both of which benefit the Nation. Hartley Bay is well known as a spot in which boats can fuel up, and also safely tie up for the night on the docks behind the breakwater. The development will be seen from a great distance and together with the retail market will help to draw visitors into the docks in Hartley Bay, which will in turn help to develop other needed services such as a grocery store.

We anticipate that the planning and construction phases of the project will generate work for approximately 28 full time positions and a further 60 jobs will be created for Gitga'at members from ongoing operations. The Longhouse style retail market will help incubate local entrepreneurs and provide a space where community members may sell their locally made wares thereby providing a source of income. The development will be seen from a great distance and together with the retail market will help to draw visitors into the docks in Hartley Bay, generating greatly needed economic activity for the community.



Staff Report

Date: July 17th, 2019

To: North Coast Regional District Board

From: D. Fish, Chief Administrative Officer

Subject: Bylaw 632, 2019 – Proposed Bylaw to Establish a Local Oona River Community Hall Service

Recommendations:

THAT the staff report entitled “Bylaw 632, 2019 – Proposed Bylaw to Establish a Local Oona River Community Hall Service” be received;

AND THAT the cost of the referendum process be funded, up to \$5,000, from Feasibility Studies, Function 901.

BACKGROUND:

In April 2019, the North Coast Regional District (NCRD) received \$1.712 million from the Province of B.C. as part of the Northern Capital and Planning Grant (NCPG) program announced in February 2019.

As part of the NCPG program, prior to December 31st, 2019, regional districts must transfer NCPG funds to existing (or new) capital and planning reserve funds established for each of the existing (or new) services that will be allocated NCPG funding.

At the Regular meeting of the Committee of the Whole held June 22nd, 2019, the Committee directed staff to prepare service establishing bylaws for proposed electoral area services in anticipation of allocating NCPG funds prior to December 31st, 2019.

DISCUSSION:

Service Establishing Bylaw

Staff have brought forward the proposed *Oona River Community Hall Service Establishment Bylaw No. 632, 2019* (Bylaw) for the Board's consideration.

Service

The proposed Bylaw includes provision for “funding the operations, maintenance and capital improvements for the Oona River Community Hall”.

Boundary & Participants

As presented, the proposed Bylaw establishes a local service area in in Oona River for the community hall service. Under this bylaw, participants in the service would be those properties located in the community of Oona River – this does not include the entirety of Porcher Island properties as participants in the service.

Cost Recovery Method

In accordance with the *Local Government Act*, the annual cost of the service is to be recovered through one or more of the following:

1. Property value tax imposed;
2. Fees and charges;
3. Revenue raised by other means; and
4. Revenue received by way of agreement, enterprises, gift, grant or otherwise.

Maximum Requisition

The proposed annual maximum requisition for this service is \$15,000. This amount is also used in the Sandspit Community Hall service, and provides adequate annual funding for insurance, utilities, building maintenance and a modest amount of contingency funding.

The proposed annual maximum requisition of \$15,000, and additional annual maximum requisitions and corresponding tax increases have been summarized for reference below:

Maximum annual requisition for service	\$2,500	\$5,000	\$10,000	\$15,000
Tax increase per \$100,000 assessed value	\$74.73	\$149.46	\$298.93	\$448.39
Tax increase for average assessment value	\$46.54	\$93.08	\$186.16	\$279.24

As presented, the Bylaw contemplates a requisition of \$15,000. This figure has been included as a placeholder. It is intended that the Board will provide further direction on its wishes for an annual maximum requisition amount. The annual maximum requisition amount may be amended following first reading of the Bylaw.

Note that, in accordance with the *LGA*, in order to use an alternative approval process the maximum amount that may be requisitioned for the service must be less than the amount equivalent to 50¢ for each \$1,000 of net taxable value of land and improvements in the service area. In the case of contemplated service area that figure is approximately \$1,672.50.

Bylaw Approval

Staff is proposing that, following three readings given at the July 17th, 2019 Special meeting, the Bylaw be provided to the Inspector of Municipalities for approval. Additionally, at the July 17th, 2019, Special meeting, the Board may wish to consider adoption of Bylaw No. 650, 2019 – being a bylaw to authorize the NCRD to obtain, by referendum, the opinion of the electors in Oona River regarding establishing a service to operate the Oona River Community Hall.

Bylaw No. 650, 2019 proposes a referendum date of Wednesday, September 18th, 2019, and proposes posing the following question to electors:

**“Are you in favour of establishing a service within Oona River
to operate the Oona River Community Hall?”**

☐ YES ☐ NO

Public Notice

In accordance with s. 176 of the *LGA*, staff is proposing that notice be advertised in the Northern View on September 5th and 12th, 2019. Notice will be available for public inspection at the NCRD office, as well as posted to the website. Staff is also recommending that notice be provided to the Oona River Community Association for local advertising on community notice boards.

As per s. 176 of the *LGA*, notice will need to include the question that is to be voted on (above), the voting area (service boundary), the qualifications that need to be met in order to vote as an elector (*LGA* s. 172), required documentation for registration as an elector, a copy of the bylaw (or synopsis) including its intent, its area, and any other information considered appropriate.

As communication to electors, staff is recommending that emphasis be put on the NCPG funding and the requirement to establish a service for the Oona River Community Hall prior to any proposed allocation of funding to a service reserve.

Financial Implication

Staff estimates the cost to advertise for and hold a referendum in the community to be approximately \$5,000. Staff is recommending that feasibility study funding be allocated toward the cost of the referendum. As per the *LGA*, should the service be established, the costs to hold the referendum will be recovered through the service over a three year period.

RECOMMENDATION:

Staff is recommending that the report from staff entitled “Bylaw 632, 2019 – Proposed Bylaw to Establish a Local Oona River Community Hall Service” be received.

At the time the Bylaw is considered, three readings should be given, after which the Bylaw will be provided to the Inspector of Municipalities for approval prior to seeking the approval of the electorate.

Additionally, to accommodate a referendum to be held September 18th, 2019, the Board will need to adopt proposed Bylaw No. 650, 2019, authorizing the NCRD to obtain the opinion of the electors through the referendum process.



Staff Report

Date: July 17th, 2019

To: North Coast Regional District Board

From: D. Fish, Chief Administrative Officer

Subject: Bylaw 633, 2019 – Proposed Bylaw to Establish a Parks and Trails Service in Electoral Area “D”

Recommendations:

THAT the staff report entitled “Bylaw 633, 2019 – Proposed Bylaw to Establish a Parks and Trails Service in Electoral Area “D”” be received for information.

BACKGROUND:

In April 2019, the North Coast Regional District (NCRD) received \$1.712 million from the Province of B.C. as part of the Northern Capital and Planning Grant (NCPG) program announced in February 2019.

As part of the NCPG program, prior to December 31st, 2019, regional districts must transfer NCPG funds to existing (or new) capital and planning reserve funds established for each of the existing (or new) services that will be allocated NCPG funding.

At the Regular meeting of the Committee of the Whole held June 22nd, 2019, the Committee directed staff to prepare service establishing bylaws for proposed electoral area services in anticipation of allocating NCPG funds prior to December 31st, 2019.

DISCUSSION:

Bylaw

Staff have brought forward the proposed *Electoral Area “D” Parks and Trails Service Establishment Bylaw No. 633, 2019* (Bylaw) for the Board’s consideration.

Service

The proposed Bylaw includes provision for “funding the acquisition, operation, maintenance and capital improvement of parks and trails amenities, facilities and lands” in the entirety of Electoral Area “D”.

Boundary & Participants

As presented, the proposed Bylaw establishes a local parks and trails service area in Electoral Area “D”. Under this bylaw, participants in the service would be those properties located in Electoral Area “D”.

Cost Recover Method

In accordance with the *Local Government Act*, the annual cost of the service is to be recovered through one or more of the following:

1. Property value tax imposed;
2. Fees and charges;
3. Revenue raised by other means; and
4. Revenue received by way of agreement, enterprises, gift, grant or otherwise.

Maximum Requisition

The proposed annual maximum requisition for this service is \$25,000, however, the following annual maximum requisitions and corresponding tax increases have been summarized for reference below:

Maximum annual requisition for service	\$10,000	\$25,000	\$30,000	\$50,000
Tax increase per \$100,000 assessed value	\$5.78	\$14.45	\$17.34	\$28.90
Tax increase for average assessment value	\$9.50	\$23.74	\$28.49	\$47.48

As presented, the Bylaw contemplates a requisition of \$25,000. This figure has been included as a placeholder. It is intended that the Board will provide further direction on

its wishes for an annual maximum requisition amount. The annual maximum requisition amount may be amended following first reading of the Bylaw.

Note that Staff is recommending the most expedient form of seeking public approval through an alternative approval process. In order to use this approval process, in accordance with the *LGA*, the maximum amount that may be requisitioned for the service is the amount equivalent to 50¢ for each \$1,000 of net taxable value of land and improvements in the service area. In the case of Electoral Area “D” that figure is \$86,500.

Should the Board wish to increase the annual maximum requisition amount beyond \$86,500, a referendum (assent voting opportunity) would need to be established by the Board following three readings and Inspector Approval of the Bylaw.

Alternatively, in accordance with s. 339(2)(g) of the *LGA*, the Board may wish to omit a maximum requisition limit for this service.

Bylaw Approval

Staff is proposing that, following three readings given at the July 17th, 2019 Special meeting, the Bylaw be provided to the Inspector of Municipalities for approval. Once approval is granted, the Board may, at its Regular meeting held August 23rd, 2019, initiate an Alternative Approval Process (*LGA* s. 345) to seek approval of the participating area of the proposed service.

RECOMMENDATION:

Staff is recommending that the report from staff entitled “Bylaw 633, 2019 – Proposed Bylaw to Establish a Parks and Trails Service in Electoral Area ‘D’” be received.

At the time the Bylaw is considered, three readings should be given, after which the Bylaw will be provided to the Inspector of Municipalities for approval prior to seeking the approval of the electorate.



Staff Report

Date: July 17th, 2019

To: North Coast Regional District Board

From: D. Fish, Chief Administrative Officer

Subject: Bylaw 634, 2019 – Proposed Bylaw to Establish a Parks and Trails Service in Electoral Area “E”

Recommendations:

THAT the staff report entitled “Bylaw 634, 2019 – Proposed Bylaw to Establish a Parks and Trails Service in Electoral Area ‘E’” be received;

AND THAT the cost of the referendum process be funded, up to \$5,000, from Feasibility Studies, Function 901.

BACKGROUND:

In April 2019, the North Coast Regional District (NCRD) received \$1.712 million from the Province of B.C. as part of the Northern Capital and Planning Grant (NCPG) program announced in February 2019.

As part of the NCPG program, prior to December 31st, 2019, regional districts must transfer NCPG funds to existing (or new) capital and planning reserve funds established for each of the existing (or new) services that will be allocated NCPG funding.

At the Regular meeting of the Committee of the Whole held June 22nd, 2019, the Committee directed staff to prepare service establishing bylaws for proposed electoral area services in anticipation of allocating NCPG funds prior to December 31st, 2019.

DISCUSSION:

Bylaw

Staff have brought forward the proposed *Electoral Area “E” Parks and Trails Service Establishment Bylaw No. 634, 2019* (Bylaw) for the Board’s consideration.

Service

The proposed Bylaw includes provision for “funding the acquisition, operation, maintenance and capital improvement of parks and trails amenities, facilities and lands” in the entirety of Electoral Area “E”.

Boundary & Participants

As presented, the proposed Bylaw establishes a local parks and trails service area in Electoral Area “E”. Under this bylaw, participants in the service would be those properties located in Electoral Area “E”.

Cost Recover Method

In accordance with the *Local Government Act (LGA)*, the annual cost of the service is to be recovered through one or more of the following:

1. Property value tax imposed;
2. Fees and charges;
3. Revenue raised by other means; and
4. Revenue received by way of agreement, enterprises, gift, grant or otherwise.

Maximum Requisition

The proposed annual maximum requisition for this service is \$25,000, however, the following annual maximum requisitions and corresponding tax increases have been summarized for reference below:

Maximum annual requisition for service	\$10,000	\$25,000	\$35,000	\$50,000
Tax increase per \$100,000 assessed value	\$13.75	\$34.38	\$48.13	\$68.76
Tax increase for average assessment value	\$15.63	\$39.06	\$54.69	\$78.13

As presented, the Bylaw contemplates a requisition of \$25,000. This figure has been included as a placeholder. It is intended that the Board will provide further direction on

its wishes for an annual maximum requisition amount. The annual maximum requisition amount may be amended following first reading of the Bylaw.

Note that the most expedient form of seeking public approval would be through an alternative approval process. In order to use this approval process, in accordance with the *LGA*, the maximum amount that may be requisitioned for the service is the amount equivalent to 50¢ for each \$1,000 of net taxable value of land and improvements in the service area. In the case of Electoral Area “E” that figure is \$36,360.

Alternatively, in accordance with s. 339(2)(g) of the *LGA*, the Board may wish to omit a maximum requisition limit for this service.

Bylaw Approval

Staff is proposing that, following three readings given at the July 17th, 2019 Special meeting, the Bylaw be provided to the Inspector of Municipalities for approval. Additionally, at the July 17th, 2019, Special meeting, the Board may wish to consider adoption of Bylaw No. 651, 2019 – being a bylaw to authorize the NCRD to obtain, by referendum, the opinion of the electors in Electoral Area E regarding establishing a parks and trails service in Electoral Area E.

Bylaw No. 651, 2019 proposes a referendum date of Saturday, October 12th, 2019, and proposes posing the following question to electors:

**“Are you in favour of establishing a parks and trails service
within Electoral Area ‘E’?”**

☐ YES ☐ NO

Public Notice

In accordance with s. 176 of the *LGA*, staff is proposing that notice be advertised in the Observer on September 27th and October 4th, 2019. Notice will be available for public inspection at the NCRD office, as well as posted to the website. Staff is also recommending that notice be provided to the Moresby Island Management Standing Committee for local advertising on community notice boards.

As per s. 176 of the *LGA*, notice will need to include the question that is to be voted on (above), the voting area (service boundary), the qualifications that need to be met in order to vote as an elector (*LGA* s. 172), required documentation for registration as an elector, a copy of the bylaw (or synopsis) including its intent, its area, and any other information considered appropriate.

As communication to electors, staff is recommending that emphasis be put on the NCPG funding and the requirement to establish a service for parks and trails prior to any proposed allocation of funding to a service reserve.

Financial Implication

Staff estimates the cost to advertise for and hold a referendum in the community to be approximately \$5,000. Staff is recommending that feasibility study funding be allocated toward the cost of the referendum. As per the *LGA*, should the service be established, the costs to hold the referendum will be recovered through the service over a three year period.

RECOMMENDATION:

Staff is recommending that the report from staff entitled “Bylaw 634, 2019 – Proposed Bylaw to Establish a Parks and Trails Service in Electoral Area ‘E’” be received.

At the time the Bylaw is considered, three readings should be given, after which the Bylaw will be provided to the Inspector of Municipalities for approval prior to seeking the approval of the electorate.

Additionally, to accommodate a referendum to be held October 12th, 2019, the Board will need to adopt proposed Bylaw No. 651, 2019, authorizing the NCRD to obtain the opinion of the electors through the referendum process.



Staff Report

Date: July 17th, 2019

To: North Coast Regional District Board

From: D. Fish, Chief Administrative Officer

Subject: Bylaw 652, 2019 – Proposed Bylaw to Establish a Parks and Trails Service in Electoral Areas “D” and “E”

Recommendations:

THAT the staff report entitled “Bylaw 652, 2019 – Proposed Bylaw to Establish a Parks and Trails Service in Electoral Areas ‘D’ and ‘E’” be received for information.

BACKGROUND:

In April 2019, the North Coast Regional District (NCRD) received \$1.712 million from the Province of B.C. as part of the Northern Capital and Planning Grant (NCPG) program announced in February 2019.

As part of the NCPG program, prior to December 31st, 2019, regional districts must transfer NCPG funds to existing (or new) capital and planning reserve funds established for each of the existing (or new) services that will be allocated NCPG funding.

At the Regular meeting of the Committee of the Whole held June 22nd, 2019, the Committee directed staff to prepare service establishing bylaws for proposed electoral area services in anticipation of allocating NCPG funds prior to December 31st, 2019.

DISCUSSION:

Bylaw

Staff have brought forward the proposed *Electoral Area “D” and “E” Parks and Trails Service Establishment Bylaw No. 652, 2019* (Bylaw) for the Board’s consideration.

Service

The proposed Bylaw includes provision for “funding the acquisition, operation, maintenance and capital improvement of parks and trails amenities, facilities and lands” in the entirety of Electoral Areas “D” and “E”.

Boundary & Participants

As presented, the proposed Bylaw establishes a local parks and trails service area in Electoral Areas “D” and “E”. Under this bylaw, participants in the service would be those properties located in Electoral Areas “D” and “E”.

Cost Recover Method

In accordance with the *Local Government Act*, the annual cost of the service is to be recovered through one or more of the following:

1. Property value tax imposed;
2. Fees and charges;
3. Revenue raised by other means; and
4. Revenue received by way of agreement, enterprises, gift, grant or otherwise.

Maximum Requisition

The proposed annual maximum requisition for this service is \$25,000, however, the following annual maximum requisitions and corresponding tax increases have been summarized for reference below:

Maximum annual requisition for service	\$25,000	\$50,000	\$75,000	\$122,855
Tax increase per \$100,000 assessed value	\$10.17	\$20.35	\$30.52	\$50.00
Tax increase per avg. assessment (Area D)	\$16.71	\$33.43	\$50.14	\$82.14
Tax increase per avg. assessment (Area E)	\$11.56	\$23.12	\$34.68	\$56.81

As presented, the Bylaw contemplates a requisition of \$25,000. This figure has been included as a placeholder. It is intended that the Board will provide further direction on its wishes for an annual maximum requisition amount. The annual maximum requisition amount may be amended following first reading of the Bylaw.

Note that Staff is recommending the most expedient form of seeking public approval through an alternative approval process. In order to use this approval process, in accordance with the *LGA*, the maximum amount that may be requisitioned for the service is the amount equivalent to 50¢ for each \$1,000 of net taxable value of land and improvements in the service area. In this case, that figure is \$122,855.

Should the Board wish to increase the annual maximum requisition amount beyond \$122,855, a referendum (assent voting opportunity) would need to be established by the Board following three readings and Inspector Approval of the Bylaw.

Alternatively, in accordance with s. 339(2)(g) of the *LGA*, the Board may wish to omit a maximum requisition limit for this service.

Bylaw Approval

Staff is proposing that, following three readings given at the July 17th, 2019 Special meeting, the Bylaw be provided to the Inspector of Municipalities for approval. Once approval is granted, the Board may, at its Regular meeting held August 23rd, 2019, initiate an Alternative Approval Process (*LGA* s. 345) to seek approval of the participating area of the proposed service.

RECOMMENDATION:

Staff is recommending that the report from staff entitled “Bylaw 651, 2019 – Proposed Bylaw to Establish a Parks and Trails Service in Electoral Areas ‘D’ and ‘E’” be received.

At the time the Bylaw is considered, three readings should be given, after which the Bylaw will be provided to the Inspector of Municipalities for approval prior to seeking the approval of the electorate.



Staff Report

Date: July 17th, 2019

To: North Coast Regional District Board

From: D. Fish, Chief Administrative Officer

Subject: Bylaw 635, 2019 – Proposed Bylaw to Establish a Recreation Service within Electoral Area “A”

Recommendations:

THAT the staff report entitled “Bylaw 635, 2019 – Proposed Bylaw to Establish a Recreation Service within Electoral Area ‘A’” be received for information.

BACKGROUND:

In April 2019, the North Coast Regional District (NCRD) received \$1.712 million from the Province of B.C. as part of the Northern Capital and Planning Grant (NCPG) program announced in February 2019.

As part of the NCPG program, prior to December 31st, 2019, regional districts must transfer NCPG funds to existing (or new) capital and planning reserve funds established for each of the existing (or new) services that will be allocated NCPG funding.

Previously, Supplementary Letters Patent, dated March 29, 1979, granted the authority to provide recreation programs in Electoral Area “A”. In preparation of allocating NCPG funds, and in contemplating an expanded scope of service, a service establishment bylaw is required to established the Electoral Area “A” recreation service.

DISCUSSION:

Bylaw

Staff have brought forward the proposed *Electoral Area “A” Recreation Service Establishment Bylaw No. 635, 2019* (Bylaw) for the Board’s consideration.

Service

The proposed Bylaw includes provision for “providing recreation programs, facilities and financial assistance to recreation groups” in the entirety of Electoral Area “A”.

Boundary & Participants

As presented, the proposed Bylaw establishes a local recreation service area in Electoral Area “A”. Under this bylaw, participants in the service would be those properties located in Electoral Area “A”.

Cost Recover Method

In accordance with the *Local Government Act*, the annual cost of the service is to be recovered through one or more of the following:

1. Property value tax imposed;
2. Fees and charges;
3. Revenue raised by other means; and
4. Revenue received by way of agreement, enterprises, gift, grant or otherwise.

Maximum Requisition

The proposed annual maximum requisition for this service is \$6,000. This figure is consistent with 2019’s tax requisition of \$5,930 for the Mainland Recreation Area “A” service.

An annual requisition in the amount of \$6,000 in the proposed service area yields the following tax scenario:

Maximum annual requisition for service	\$6,000
Tax increase per \$100,000 assessed value	\$7.29
Tax increase for average assessment value	\$3.87

As presented, the Bylaw contemplates a requisition of \$6,000. This figure has been included as a placeholder. It is intended that the Board will provide further direction on its wishes for an annual maximum requisition amount. The annual maximum requisition amount may be amended following first reading of the Bylaw.

Note that Staff is recommending the most expedient form of seeking public approval through an alternative approval process. In order to use this approval process, in accordance with the **LGA**, the maximum amount that may be requisitioned for the service is the amount equivalent to 50¢ for each \$1,000 of net taxable value of land and improvements in the service area. In the case of Electoral Area “A” that figure is \$41,140.

Should the Board wish to increase the annual maximum requisition amount beyond \$41,140, a referendum (assent voting opportunity) would need to be established by the Board following three readings and Inspector Approval of the Bylaw.

Bylaw Approval

Staff is proposing that, following three readings given at the July 17th, 2019 Special meeting of the Board, the Bylaw be provided to the Inspector of Municipalities for approval. Once approval is granted, the Board may, at its Regular meeting held August 23rd, 2019, initiate an Alternative Approval Process (**LGA s. 345**) to seek approval of the participating area of the proposed service.

RECOMMENDATION:

Staff is recommending that the report **from staff entitled “Bylaw 635, 2019 – Proposed Bylaw to Establish a Recreation Service in Electoral Area ‘A’” be received.**

At the time the Bylaw is considered, three readings should be given, after which the Bylaw will be provided to the Inspector of Municipalities for approval prior to seeking the approval of the electorate.



Staff Report

Date: July 17th, 2019

To: North Coast Regional District Board

From: D. Fish, Chief Administrative Officer

Subject: Bylaw 636, 2019 – Proposed Bylaw to Establish a Recreation Service within Electoral Area “C”

Recommendations:

THAT the staff report entitled “Bylaw 636, 2019 – Proposed Bylaw to Establish a Recreation Service within Electoral Area ‘C’” be received for information.

BACKGROUND:

In April 2019, the North Coast Regional District (NCRD) received \$1.712 million from the Province of B.C. as part of the Northern Capital and Planning Grant (NCPG) program announced in February 2019.

As part of the NCPG program, prior to December 31st, 2019, regional districts must transfer NCPG funds to existing (or new) capital and planning reserve funds established for each of the existing (or new) services that will be allocated NCPG funding.

Previously, Supplementary Letters Patent, dated March 29, 1979, granted the authority to provide recreation programs in Electoral Area “C”. In preparation of allocating NCPG funds, and in contemplating an expanded scope of service, a service establishment bylaw is required to establish the Electoral Area “C” recreation service.

DISCUSSION:

Bylaw

Staff have brought forward the proposed *Electoral Area “C” Recreation Service Establishment Bylaw No. 636, 2019* (Bylaw) for the Board’s consideration.

Service

The proposed Bylaw includes provision for “providing recreation programs, facilities and financial assistance to recreation groups” in the entirety of Electoral Area “C”.

Boundary & Participants

As presented, the proposed Bylaw establishes a local recreation service area in Electoral Area “C”. Under this bylaw, participants in the service would be those properties located in Electoral Area “C”.

Cost Recover Method

In accordance with the *Local Government Act*, the annual cost of the service is to be recovered through one or more of the following:

1. Property value tax imposed;
2. Fees and charges;
3. Revenue raised by other means; and
4. Revenue received by way of agreement, enterprises, gift, grant or otherwise.

Maximum Requisition

The proposed annual maximum requisition for this service is \$7,000. This figure is consistent with 2019’s tax requisition of \$7,000 for the Mainland Recreation Area “C” service.

An annual requisition in the amount of \$7,000 in the proposed service area yields the following tax scenarios:

Maximum annual requisition for service	\$7,000
Tax increase per \$100,000 assessed value	\$20.65
Tax increase for average assessment value	\$11.32

As presented, the Bylaw contemplates a requisition of \$7,000. This figure has been included as a placeholder. It is intended that the Board will provide further direction on its wishes for an annual maximum requisition amount. The annual maximum requisition amount may be amended following first reading of the Bylaw.

Note that Staff is recommending the most expedient form of seeking public approval through an alternative approval process. In order to use this approval process, in accordance with the **LGA**, the maximum amount that may be requisitioned for the service is the amount equivalent to 50¢ for each \$1,000 of net taxable value of land and **improvements in the service area. In the case of Electoral Area “C” that figure is \$16,952.**

Should the Board wish to increase the annual maximum requisition amount beyond \$16,952, a referendum (assent voting opportunity) would need to be established by the Board following three readings and Inspector Approval of the Bylaw.

Bylaw Approval

Staff is proposing that, following three readings given at the July 17th, 2019 Special meeting of the Board, the Bylaw be provided to the Inspector of Municipalities for approval. Once approval is granted, the Board may, at its Regular meeting held August 23rd, 2019, initiate an Alternative Approval Process (**LGA s. 345**) to seek approval of the participating area of the proposed service.

RECOMMENDATION:

Staff is recommending that the report **from staff entitled “Bylaw 636, 2019 – Proposed Bylaw to Establish a Recreation Service in Electoral Area ‘C’” be received.**

At the time the Bylaw is considered, three readings should be given, after which the Bylaw will be provided to the Inspector of Municipalities for approval prior to seeking the approval of the electorate.



Staff Report

Date: July 17th, 2019

To: North Coast Regional District Board

From: D. Fish, Chief Administrative Officer

Subject: Capital and Planning Reserve Fund Establishment Bylaws

Recommendations:

THAT the staff report entitled “Capital and Planning Reserve Fund Establishment Bylaws” be received for information.

BACKGROUND:

In April 2019, the North Coast Regional District (NCRD) received \$1.712 million from the Province of B.C. as part of the Northern Capital and Planning Grant (NCPG) program announced in February 2019.

As part of the NCPG program, prior to December 31st, 2019, regional districts must transfer NCPG funds to existing (or new) capital and planning reserve funds established for each of the existing (or new) services that will be allocated NCPG funding.

DISCUSSION:

Staff have previously reported on existing reserve funds established for existing services. Upon further discussion with the Province of B.C., it has been identified that the existing NCRD reserve funds do not meet the requirements of the NCPG program because funds are not restricted to capital and planning purposes.

In addition to capital purposes, the existing reserves include provision for the use of funds to be spent on unanticipated expenditures for operations, funding one time projects, and mitigation of sudden and marked increases to taxation and/or fees.

With that, capital and planning reserve funds will need to be established for the following existing services:

- General Administration;
- Electoral Area Administration;
- Sandspit Fire;
- Emergency Programs A & C;
- Emergency Programs D;
- Emergency Programs E;
- Island Solid Waste;
- Regional Recycling;
- Rural Land Use Planning;
- Economic Development;
- Haida Gwaii Recreation;
- Sandspit Community Hall;
- Sandspit Water.

Staff have brought forward the above reserve fund establishment bylaws to be considered as later items during the July 17th, 2019 Special meeting of the NCRD Board.

Once the approval process for each of the following services has completed, capital and planning reserve funds will also need to be established, by bylaw, for:

- Oona River Community Hall;
- Electoral Area D Parks and Recreation;
- Electoral Area E Parks and Recreation;
- Electoral Area A Recreation; and
- Electoral Area C Recreation.

RECOMMENDATION:

As presented on the July 17th, 2019 NCRD Special meeting agenda package, Staff is recommending that each of the proposed reserve fund establishing bylaws be given three readings and adopted.



Staff Report

Date: July 17, 2019

To: D. Fish, Chief Administrative Officer

From: S. Landrath, Treasurer

Subject: Northern Capital and Planning Grant (“NCPG”) Allocation Models

RECOMMENDATION:

THAT the Staff Report entitled “Northern Capital and Planning Grant (“NCPG”) Allocation Models” be received;

AND THAT the Board choose a funding model for allocation of the NCPG funding between Regional and Local Priorities;

AND THAT the Board allocates the funding between the various priorities for the Regional District, the services for Electoral Area A, the services for Electoral Area C, the services for Electoral Area D and the services for Electoral Area E.

BACKGROUND:

In April 2019, the North Coast Regional District (“NCRD”) received \$1.712 million from the Province of BC as part of the Northern Capital and Planning Grant (“NCPG”).

At the June 22, 2019 Committee of the Whole meeting, the Board directed staff to request clarification from the Provincial government regarding the NCPG funding and the allocation between electoral areas (EA) and regional priorities.

DISCUSSION:

At the request of the Board, Staff contacted to the Ministry of Municipal Affairs and Housing (MMAH) to clarify the intended use of NCPG funding for regional versus electoral area priorities. MMAH staff provided the following direction:

“The NCPG funding provided to Regional Districts was intended to support regional wide services and EA services for rural residents. As EA’s are not individual corporate entities the Province has no legal mechanism to disburse funding to them directly. How the NCPG funding is allocated is ultimately a decision of the Board but we did review the information available on the NCRD website and propose something along the lines of the following:

- Dedicate between 20-33% of the funding for regional wide services (e.g. Island Solid Waste, Regional Recycling, General Admin – building renovations & upgrades for example).
- Determine approximate allocations based on electoral area statistics (e.g. population, area, property assessment).
- Using equal weighting of the three categories we got the following split:
 - 10% EA “A”
 - 13% EA “C”
 - 46% EA “D”
 - 31% EA “E”
- EA’s A & C are located on the mainland. These EA’s have both local services within their EA and services that are mainland wide (i.e. Regional Recycling). A determination would need to be made as to what portion of the funding went to support local services within EA’s and what portion of the funding went to support mainland wide services.
- EA’s D & E are located on Haida Gwaii. These EA’s have both local services within their EA and services that are island wide (i.e. Island Solid Waste and Haida Gwaii Recreation). A determination would need to be made as to what portion of the funding went to support local services within EA’s and what portion of the funding went to support island wide services.

The following area, population and assessment values were provided by the Ministry:

EA	Area (hectares)	Pro Rat	Population	Pro Rat	Assessment	Pro Rat
A	580,650	9%	41	4%	\$ 31,142,800	10%
C	1,595,730	25%	68	7%	\$ 18,039,345	13%
D	1,887,460	29%	539	55%	\$ 109,840,413	46%
E	2,431,600	37%	340	34%	\$ 43,694,643	31%

Total	6,495,440	100%	988	100%	\$ 202,717,201	100%
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FUNDING MODELS:

(All options recommend allocating \$500,000 (29.205%) of the funding to the NCRD for regional priorities).

OPTION A: Using a 33.33% split on the area, population and assessed values, the NCPG funding would be allocated as follows:

\$500,000 Regional Priorities
 \$114,945 Area A
 \$163,007 Area C
 \$556,700 Area D
 \$377,348 Area E
\$1,712,000 Total

OPTION B: Using a 100% split based on population, the NCPG funding would be allocated as follows:

\$500,000 Regional Priorities
 \$50,296 Area A
 \$83,417 Area C
 \$661,202 Area D
 \$417,085 Area E
\$1,712,000 Total

OPTION C: Using a 100% split based on assessed values, the NCPG funding would be allocated as follows:

\$500,000 Regional Priorities
 \$186,196 Area A
 \$107,853 Area C
 \$656,711 Area D
 \$261,240 Area E
\$1,712,000 Total

OPTION D: Using a 100% split based on area, the NCPG funding would be allocated as follows:

\$500,000 Regional Priorities
 \$108,345 Area A
 \$297,751 Area C
 \$352,186 Area D
 \$453,718 Area E
\$1,712,000 Total

	Option A (all)	Option B (Population)	Option C (Assessment)	Option D (Area)
Regional Priorities	\$500,000	\$500,000	\$500,000	\$500,000
Area A	\$114,945	\$50,296	\$186,196	\$108,345
Area C	\$163,007	\$83,417	\$107,853	\$297,751
Area D	\$556,700	\$661,202	\$656,711	\$352,186
Area E	\$377,348	\$417,085	\$261,240	\$453,718

AVAILABLE SERVICES:

Staff have previously reported on the following pressing regional priorities:

- Islands Solid Waste Landfill Closure Costs (\$600,000)
 - o *Staff recommend that 50% of the Regional District funding (\$250,000) is allocated to this priority*
- Regional Recycling Depot (Roof Repair)
 - o *Staff recommend that 50% of the Regional District funding (\$250,000) is allocated to this priority*

Board to determine the portion of funding to go into each priority

Area A

Service	Participation Ratio	Owned Asset
Emergency Program A	100%	No
Recreation Program A (service to be established)	100%	No
Regional Recycling (sub-regional)	3.15%	No
General Administration (regional)	2.66%	No
Electoral Area Administration (sub-regional)	22.74%	No

The Board is to determine the portion of funding to go into each service, however, staff recommend that the wishes of the Electoral Area A Director be taken into consideration regarding the allocation of the funding.

Area C

Service	Participation Ratio	Owned Asset
Emergency Program C	100%	No
Recreation Program C (service to be established)	100%	No
Regional Recycling (sub-regional)	1.30%	No
General Administration (regional)	1.10%	No
Electoral Area Administration (sub-regional)	9.37%	No

It should be noted that the Oona River Community Hall is an NCRD owned asset in Electoral Area C. At present, there is no service established that accounts for the asset.

The Board is to determine the portion of funding to go into each service, however, staff recommend that the wishes of the Electoral Area C Director be taken into consideration regarding the allocation of the funding.

The Area C Director has stated that Oona River may wish to allocate NCPG funding toward the purchase a “Sea Can” to store white goods for recycling and transport out of the community. This capital purchase is estimated at \$15,000 and could be recovered through the Mainland Recycling Service.

Area D

Service	Participation Ratio	Owned Asset
Emergency Program D	100%	No
Tlell Fire Department	“Tlell Fire Protection Area – 100%”	No
Islands Solid Waste (sub-regional)	35.83%	No
Haida Gwaii Recreation (sub-regional)	35.83%	No
General Administration (regional)	5.60%	No
Electoral Area Administration (sub-regional)	47.80%	No

It should be noted that a Parks & Recreation service establishing bylaw has been prepared for approval.

The Board is to determine the portion of funding to go into each service, however, staff recommend that the wishes of the Electoral Area D Director be taken into consideration regarding the allocation of the funding.

Area E

Service	Participation Ratio	Owned Asset
Sandspit Fire – Grant in Aid Service	“Sandspit Fire Protection Area – 100%”	No
Emergency Program E	100%	No
Sandspit Community Hall	100%	Yes
Sandspit Water	100%	Yes
Electoral Area E Administration	100%	No
Islands Solid Waste (sub-regional)	15.06%	No
Haida Gwaii Recreation (sub-regional)	15.06%	No
General Administration (regional)	2.35%	No
Electoral Area Administration (sub-regional)	20.09%	No

It should be noted that a Parks & Recreation service establishing bylaw has been prepared for approval.

The Area E Director has stated that Sandspit may wish to allocate NCPG funding toward Sandspit Community Hall maintenance and upgrades, maintenance and upgrades to

amenities on the property, and potential revitalization of community trails and clubhouses.

The Board is to determine the portion of funding to go into each service, however, staff recommend that the wishes of the Electoral Area E Director be taken into consideration regarding the allocation of the funding.

CONCLUSION:

Staff is of the belief that the most time-sensitive matters relating to the allocation of NCPG funding are now underway. Services and reserve funds that need to be established are now underway or complete.

The Board may wish to receive this report for information and discussion; however, specific allocations will not need to be finalized by December 31, 2019.

RECOMMENDATION:

Staff is recommending that this report be received for information and that the Board choose a funding model to use to allocate the NCPG funding and that the Board allocate the funding further between the priorities of the Regional District and the services of the four Electoral Areas.



Bylaw No. 632, 2019

A bylaw to establish a service within Electoral Area “C” (Oona River) for the purpose of operating a community hall

WHEREAS under s. 332 of the *Local Government Act* a regional district may operate any service the Board considers necessary or desirable for all or part of the Regional District;

AND WHEREAS the Board of the North Coast Regional District wishes to establish a service for the purpose of operating a community hall within Electoral Area “C” (Oona River);

AND WHEREAS the approval of the Inspector of Municipalities has been obtained under s. 342 of the *Local Government Act*;

AND WHEREAS the Board has received the approval of the electors in the proposed service area by referendum in accordance with section 344 of the *Local Government Act* and section 85 of the *Community Charter*;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *Oona River Community Hall Service Establishing Bylaw No. 632, 2019*.

2. Service

The service established by this bylaw is for the purpose of operating a community hall within Electoral Area “C” (Oona River), including:

- Funding for the operations, maintenance and capital improvements for the Oona River Community Hall and associated properties.

3. Boundaries

Schedule “A”, attached hereto and forming part of this bylaw, forms the service area boundary.

Participating Areas

The participating area is a portion of Electoral Area “C” (Oona River) as identified in Schedule “A”.

4. Cost Recovery

As provided for in s. 378 of the *Local Government Act*, the annual cost of providing the service shall be recovered by one or more of the following:

- a) Property value tax imposed in accordance with Division 3 of Part 11 of the *Local Government Act*;
- b) Fees and charges imposed under s. 397 of the *Local Government Act*;
- c) Revenue raised by other means authorized by the *Local Government Act* or another act;
- d) Revenues received by way of agreement, enterprises, gift, grant or otherwise.

5. Maximum Requisition

In accordance with s. 378 of the *Local Government Act*:

- a) The maximum annual amount that may be requisitioned for the cost of the service is the amount equal to \$15,000.

Read a first time this _____ **day of** _____, **2019**

Read a second time this _____ **day of** _____, **2019**

Read a third time this _____ **day of** _____, **2019**

Approval of the Inspector of Municipalities _____ **day of** _____, **2019**

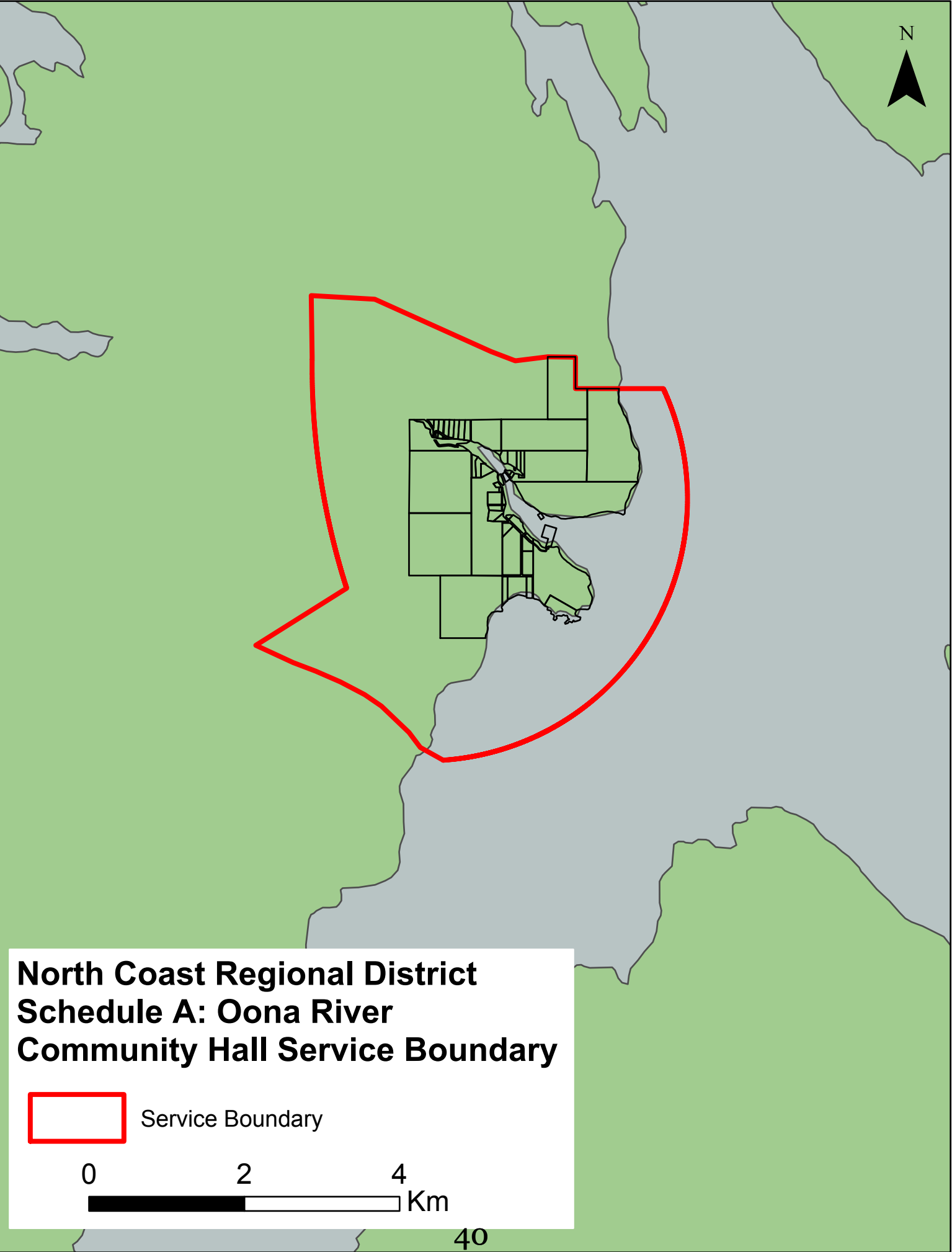
Approval of the electorate received this _____ **day of** _____, **2019**

Adopted this _____ **day of** _____, **2019**

Chair

Corporate Officer

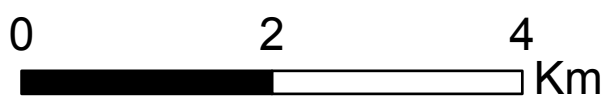
I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 632, 2019.



**North Coast Regional District
Schedule A: Oona River
Community Hall Service Boundary**



Service Boundary





Bylaw No. 633, 2019

A bylaw to establish a parks and trails service within Electoral Area “D” (Rural Graham Island)

WHEREAS under s. 332 of the *Local Government Act* a regional district may operate any service the Board considers necessary or desirable for all or part of the Regional District;

AND WHEREAS the Board of the North Coast Regional District wishes to establish a parks and trails service within Electoral Area “D” (Rural Graham Island);

AND WHEREAS the approval of the Inspector of Municipalities has been obtained under s. 342 of the *Local Government Act*;

AND WHEREAS the Board has received the approval of the electors in the proposed service area by alternative approval process in accordance with s. 345 of the *Local Government Act*;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *Electoral Area “D” Parks and Trails Service Establishing Bylaw No. 633, 2019*.

2. Service

The service established by this bylaw is for the purpose of operating a parks and trails service within Electoral Area “D”, including:

- Funding for the acquisition, operation, maintenance and capital improvement of parks and trails amenities, facilities and lands.

3. Boundaries

The boundary of the service area is the whole of Electoral Area “D” (Rural Graham Island).

4. Participating Areas

The participating area is Electoral Area “D” (Rural Graham Island).

5. Cost Recovery

As provided for in s. 378 of the *Local Government Act*, the annual cost of providing the service shall be recovered by one or more of the following:

- a) Property value tax imposed in accordance with Division 3 of Part 11 of the *Local Government Act*;
- b) Fees and charges imposed under s. 397 of the *Local Government Act*;
- c) Revenue raised by other means authorized by the *Local Government Act* or another act;
- d) Revenues received by way of agreement, enterprises, gift, grant or otherwise.

6. Maximum Requisition

In accordance with s. 378 of the *Local Government Act*:

- a) The maximum annual amount that may be requisitioned for the cost of the service is the amount equal to \$25,000.

Read a first time this _____ **day of** _____, **2019**

Read a second time this _____ **day of** _____, **2019**

Read a third time this _____ **day of** _____, **2019**

Approval of the Inspector of Municipalities _____ **day of** _____, **2019**

Approval of the electorate received this _____ **day of** _____, **2019**

Adopted this _____ **day of** _____, **2019**

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 633, 2019.



Bylaw No. 634, 2019

A bylaw to establish a parks and trails service within Electoral Area “E” (Moresby Island)

WHEREAS under s. 332 of the *Local Government Act* a regional district may operate any service the Board considers necessary or desirable for all or part of the Regional District;

AND WHEREAS the Board of the North Coast Regional District wishes to establish a parks and trails service within Electoral Area “E” (Moresby Island);

AND WHEREAS the approval of the Inspector of Municipalities has been obtained under s. 342 of the *Local Government Act*;

AND WHEREAS the Board has received the approval of the electors in the proposed service area by referendum in accordance with section 344 of the *Local Government Act* and section 85 of the *Community Charter*;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *Electoral Area “E” Parks and Trails Service Establishing Bylaw No. 634, 2019*.

2. Service

The service established by this bylaw is for the purpose of operating a parks and trails service within Electoral Area “E”, including:

- Funding for the acquisition, operation, maintenance and capital improvement of parks and trails amenities, facilities and lands.

3. Boundaries

The boundary of the service area is the whole of Electoral Area “E” (Moresby Island).

4. Participating Areas

The participating area is Electoral Area “E” (Moresby Island).

5. Cost Recovery

As provided for in s. 378 of the *Local Government Act*, the annual cost of providing the service shall be recovered by one or more of the following:

- a) Property value tax imposed in accordance with Division 3 of Part 11 of the *Local Government Act*;
- b) Fees and charges imposed under s. 397 of the *Local Government Act*;
- c) Revenue raised by other means authorized by the *Local Government Act* or another act;
- d) Revenues received by way of agreement, enterprises, gift, grant or otherwise.

6. Maximum Requisition

In accordance with s. 378 of the *Local Government Act*:

- a) The maximum annual amount that may be requisitioned for the cost of the service is the amount equal to \$25,000.

Read a first time this _____ **day of** _____, **2019**

Read a second time this _____ **day of** _____, **2019**

Read a third time this _____ **day of** _____, **2019**

Approval of the Inspector of Municipalities _____ **day of** _____, **2019**

Approval of the electorate received this _____ **day of** _____, **2019**

Adopted this _____ **day of** _____, **2019**

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 634, 2019.



Bylaw No. 635, 2019

A bylaw to establish a recreation service within Electoral Area “A”

WHEREAS, previously, Supplementary Letters Patent dated March 29, 1979, granted the Skeena-Queen Charlotte Regional District the authority to provide the function of recreational programs in Electoral Area “A”;

AND WHEREAS under s. 332 of the *Local Government Act* a regional district may operate any service the Board considers necessary or desirable for all or part of the Regional District;

AND WHEREAS the Board of the North Coast Regional District wishes to establish a service for the purpose of recreation in Electoral Area “A”;

AND WHEREAS the approval of the Inspector of Municipalities has been obtained under s. 342 of the *Local Government Act*;

AND WHEREAS the Board has received the approval of the electors in the proposed service area by alternative approval process in accordance with s. 345 of the *Local Government Act*;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *Electoral Area “A” Recreation Service Establishing Bylaw No. 635, 2019*.

2. Service

The service established by this bylaw is for the purpose of providing recreation programs, facilities and financial assistance to recreation groups in Electoral Area “A”

3. Boundaries

The boundary of the service area under this bylaw is Electoral Area “A”.

4. Participating Areas

The participant of the service established under this bylaw is Electoral Area “A”.

5. Cost Recovery

As provided for in s. 378 of the *Local Government Act*, the annual cost of providing the service shall be recovered by one or more of the following:

- a) Property value tax imposed in accordance with Division 3 of Part 11 of the *Local Government Act*;
- b) Fees and charges imposed under s. 397 of the *Local Government Act*;
- c) Revenue raised by other means authorized by the *Local Government Act* or another act;
- d) Revenues received by way of agreement, enterprises, gift, grant or otherwise.

6. Maximum Requisition

In accordance with s. 378 of the *Local Government Act*:

- a) The maximum annual amount that may be requisitioned for the cost of the service is the amount equal to \$6,000.

Read a first time this _____ *day of* _____, **2019**

Read a second time this _____ *day of* _____, **2019**

Read a third time this _____ *day of* _____, **2019**

Approval of the Inspector of Municipalities _____ *day of* _____, **2019**

Approval of the electorate received this _____ *day of* _____, **2019**

Adopted this _____ *day of* _____, **2019**

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 635, 2019.



Bylaw No. 636, 2019

A bylaw to establish a recreation service within Electoral Area “C”

WHEREAS, previously, Supplementary Letters Patent dated March 29, 1979, granted the Skeena-Queen Charlotte Regional District the authority to provide the function of recreational programs in Electoral Area “A”;

AND WHEREAS under s. 332 of the *Local Government Act* a regional district may operate any service the Board considers necessary or desirable for all or part of the Regional District;

AND WHEREAS the Board of the North Coast Regional District wishes to establish a service for the purpose of recreation in Electoral Area “C”;

AND WHEREAS the approval of the Inspector of Municipalities has been obtained under s. 342 of the *Local Government Act*;

AND WHEREAS the Board has received the approval of the electors in the proposed service area by alternative approval process in accordance with s. 345 of the *Local Government Act*;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *Electoral Area C Recreation Service Establishing Bylaw No. 636, 2019*.

2. Service

The service established by this bylaw is for the purpose of providing recreation programs, facilities and financial assistance to recreation groups in Electoral Area “C”

3. Boundaries

The boundary of the service area under this bylaw is Electoral Area “C”.

4. Participating Areas

The participant of the service established under this bylaw is Electoral Area “C”.

5. Cost Recovery

As provided for in s. 378 of the *Local Government Act*, the annual cost of providing the service shall be recovered by one or more of the following:

- a) Property value tax imposed in accordance with Division 3 of Part 11 of the *Local Government Act*;
- b) Fees and charges imposed under s. 397 of the *Local Government Act*;
- c) Revenue raised by other means authorized by the *Local Government Act* or another act;
- d) Revenues received by way of agreement, enterprises, gift, grant or otherwise.

6. Maximum Requisition

In accordance with s. 378 of the *Local Government Act*:

- a) The maximum annual amount that may be requisitioned for the cost of the service is the amount equal to \$7,000.

Read a first time this _____ *day of* _____, **2019**

Read a second time this _____ *day of* _____, **2019**

Read a third time this _____ *day of* _____, **2019**

Approval of the Inspector of Municipalities _____ *day of* _____, **2019**

Approval of the electorate received this _____ *day of* _____, **2019**

Adopted this _____ *day of* _____, **2019**

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 636, 2019.



Bylaw No. 652, 2019

A bylaw to establish a parks and trails service within Electoral Areas “D” and “E”

WHEREAS under s. 332 of the *Local Government Act* a regional district may operate any service the Board considers necessary or desirable for all or part of the Regional District;

AND WHEREAS the Board of the North Coast Regional District wishes to establish a parks and trails service within Electoral Areas “D” and “E”;

AND WHEREAS the approval of the Inspector of Municipalities has been obtained under s. 342 of the *Local Government Act*;

AND WHEREAS the Board has received the approval of the electors in the proposed service area by alternative approval process in accordance with s. 345 of the *Local Government Act*;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *Electoral Area “D” & “E” Parks and Trails Service Establishing Bylaw No. 652, 2019*.

2. Service

The service established by this bylaw is for the purpose of operating a parks and trails service within Electoral Areas “D” and “E”, including:

- Funding for the acquisition, operation, maintenance and capital improvement of parks and trails amenities, facilities and lands.

3. Boundaries

The boundary of the service area is the whole of Electoral Areas “D” and “E”.

4. Participating Areas

The participating area is Electoral Areas “D” and “E”.

5. Cost Recovery

As provided for in s. 378 of the *Local Government Act*, the annual cost of providing the service shall be recovered by one or more of the following:

- a) Property value tax imposed in accordance with Division 3 of Part 11 of the *Local Government Act*;
- b) Fees and charges imposed under s. 397 of the *Local Government Act*;
- c) Revenue raised by other means authorized by the *Local Government Act* or another act;
- d) Revenues received by way of agreement, enterprises, gift, grant or otherwise.

6. Maximum Requisition

In accordance with s. 378 of the *Local Government Act*:

- a) The maximum annual amount that may be requisitioned for the cost of the service is the amount equal to \$25,000.

Read a first time this _____ **day of** _____, **2019**

Read a second time this _____ **day of** _____, **2019**

Read a third time this _____ **day of** _____, **2019**

Approval of the Inspector of Municipalities _____ **day of** _____, **2019**

Approval of the electorate received this _____ **day of** _____, **2019**

Adopted this _____ **day of** _____, **2019**

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 652, 2019.



Bylaw No. 637, 2019

A bylaw to establish a capital and planning reserve fund for General Administration

WHEREAS, pursuant to s. 377 of the *Local Government Act*, the Board of the North Coast Regional District may, by bylaw, establish a reserve fund under s. 188 of the *Community Charter*;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *North Coast Regional District General Administration Capital and Planning Reserve Fund Establishment Bylaw No. 637, 2019*.

2. Reserve

- 2.1** There shall be and is hereby established a reserve fund to be known as the North Coast Regional District General Administration Capital and Planning Reserve Fund (the "Reserve Fund").
- 2.2** Monies from current revenues or, as available from general revenue support of the General Administration service, or as otherwise provided in the *Local Government Act*, may from time to time, be paid into the Reserve Fund.
- 2.3** Monies set aside shall be deposited and invested, in a manner provided by the *Local Government Act* until required to be expended.
- 2.4** Monies in the Reserve Fund shall be used for the planning, acquisition and/or maintenance of capital.

Read a first time this _____ **day of** _____, **2019**

Read a second time this _____ **day of** _____, **2019**

Read a third time this

____ *day of* _____, **2019**

Adopted this

____ *day of* _____, **2019**

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 637, 2019.



Bylaw No. 638, 2019

A bylaw to establish a capital and planning reserve fund for Electoral Area Administration

WHEREAS, pursuant to s. 377 of the *Local Government Act*, the Board of the North Coast Regional District may, by bylaw, establish a reserve fund under s. 188 of the *Community Charter*;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *North Coast Regional District Electoral Area Administration Capital and Planning Reserve Fund Establishment Bylaw No. 638, 2019*.

2. Reserve

- 2.1** There shall be and is hereby established a reserve fund to be known as the North Coast Regional District Electoral Area Administration Capital and Planning Reserve Fund (the "Reserve Fund").
- 2.2** Monies from current revenues or, as available from general revenue support of the Electoral Area Administration service, or as otherwise provided in the *Local Government Act*, may from time to time, be paid into the Reserve Fund.
- 2.3** Monies set aside shall be deposited and invested, in a manner provided by the *Local Government Act* until required to be expended.
- 2.4** Monies in the Reserve Fund shall be used for the planning, acquisition and/or maintenance of capital.

Read a first time this

____ *day of* _____, 2019

Read a second time this

____ *day of* _____, 2019

Read a third time this

____ *day of* _____, **2019**

Adopted this

____ *day of* _____, **2019**

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 638, 2019.



Bylaw No. 639, 2019

A bylaw to establish a capital and planning reserve fund for Sandspit Fire

WHEREAS, pursuant to s. 377 of the *Local Government Act*, the Board of the North Coast Regional District may, by bylaw, establish a reserve fund under s. 188 of the *Community Charter*;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *North Coast Regional District Sandspit Fire Capital and Planning Reserve Fund Establishment Bylaw No. 639, 2019*.

2. Reserve

- 2.1** There shall be and is hereby established a reserve fund to be known as the North Coast Regional District Sandspit Fire **Capital and Planning Reserve Fund** (the “Reserve Fund”).
- 2.2** Monies from current revenues or, as available from general revenue support of the Sandspit Fire service, or as otherwise provided in the *Local Government Act*, may from time to time, be paid into the Reserve Fund.
- 2.3** Monies set aside shall be deposited and invested, in a manner provided by the *Local Government Act* until required to be expended.
- 2.4** Monies in the Reserve Fund shall be used for the planning, acquisition and/or maintenance of capital.

Read a first time this _____ *day of* _____, 2019

Read a second time this _____ *day of* _____, 2019

Read a third time this

____ **day of** _____, **2019**

Adopted this

____ **day of** _____, **2019**

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 639, 2019.



Bylaw No. 640, 2019

A bylaw to establish a capital and planning reserve fund for **Electoral Areas “A” and “C” Emergency Programs**

WHEREAS, pursuant to s. 377 of the *Local Government Act*, the Board of the North Coast Regional District may, by bylaw, establish a reserve fund under s. 188 of the *Community Charter*;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *North Coast Regional District Electoral Areas “A” and “C” Emergency Programs Capital and Planning Reserve Fund Establishment Bylaw No. 640, 2019*.

2. Reserve

- 2.1** There shall be and is hereby established a reserve fund to be known as the North Coast Regional District **Electoral Areas “A” and “C” Emergency Program Capital and Planning Reserve Fund (the “Reserve Fund”)**.
- 2.2** Monies from current revenues or, as available from general revenue support of the **Electoral Areas “A” and “C” Emergency Program** service, or as otherwise provided in the *Local Government Act*, may from time to time, be paid into the Reserve Fund.
- 2.3** Monies set aside shall be deposited and invested, in a manner provided by the *Local Government Act* until required to be expended.
- 2.4** Monies in the Reserve Fund shall be used for the planning, acquisition and/or maintenance of capital.

Read a first time this

____ *day of* _____, **2019**

Read a second time this

____ *day of* _____, **2019**

Read a third time this

____ *day of* _____, **2019**

Adopted this

____ *day of* _____, **2019**

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 640, 2019.



Bylaw No. 641, 2019

A bylaw to establish a capital and planning reserve fund for **Electoral Area “D” Emergency Program**

WHEREAS, pursuant to s. 377 of the *Local Government Act*, the Board of the North Coast Regional District may, by bylaw, establish a reserve fund under s. 188 of the *Community Charter*;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *North Coast Regional District Electoral Area “D” Emergency Program Capital and Planning Reserve Fund Establishment Bylaw No. 641, 2019*.

2. Reserve

- 2.1** There shall be and is hereby established a reserve fund to be known as the North Coast Regional District Electoral Area “D” Emergency Program Capital and Planning Reserve Fund (the “Reserve Fund”).
- 2.2** Monies from current revenues or, as available from general revenue support of the **Electoral Area “D” Emergency Program** service, or as otherwise provided in the *Local Government Act*, may from time to time, be paid into the Reserve Fund.
- 2.3** Monies set aside shall be deposited and invested, in a manner provided by the *Local Government Act* until required to be expended.
- 2.4** Monies in the Reserve Fund shall be used for the planning, acquisition and/or maintenance of capital.

Read a first time this

____ *day of* _____, **2019**

Read a second time this

____ *day of* _____, **2019**

Read a third time this

____ *day of* _____, **2019**

Adopted this

____ *day of* _____, **2019**

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 641, 2019.



Bylaw No. 642, 2019

A bylaw to establish a capital and planning reserve fund for **Electoral Area “E” Emergency Program**

WHEREAS, pursuant to s. 377 of the *Local Government Act*, the Board of the North Coast Regional District may, by bylaw, establish a reserve fund under s. 188 of the *Community Charter*;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *North Coast Regional District Electoral Area “E” Emergency Program Capital and Planning Reserve Fund Establishment Bylaw No. 642, 2019*.

2. Reserve

- 2.1** There shall be and is hereby established a reserve fund to be known as the North Coast Regional District Electoral Area “E” Emergency Program Capital and Planning Reserve Fund (the “Reserve Fund”).
- 2.2** Monies from current revenues or, as available from general revenue support of the **Electoral Area “E” Emergency Program** service, or as otherwise provided in the *Local Government Act*, may from time to time, be paid into the Reserve Fund.
- 2.3** Monies set aside shall be deposited and invested, in a manner provided by the *Local Government Act* until required to be expended.
- 2.4** Monies in the Reserve Fund shall be used for the planning, acquisition and/or maintenance of capital.

Read a first time this _____ **day of** _____, **2019**

Read a second time this _____ **day of** _____, **2019**

Read a third time this

____ *day of* _____, **2019**

Adopted this

____ *day of* _____, **2019**

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 642, 2019.



Bylaw No. 643, 2019

A bylaw to establish a capital and planning reserve fund for Island Solid Waste

WHEREAS, pursuant to s. 377 of the *Local Government Act*, the Board of the North Coast Regional District may, by bylaw, establish a reserve fund under s. 188 of the *Community Charter*;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *North Coast Regional District Island Solid Waste Capital and Planning Reserve Fund Establishment Bylaw No. 643, 2019*.

2. Reserve

- 2.1** There shall be and is hereby established a reserve fund to be known as the North Coast Regional District Island Solid Waste **Capital and Planning Reserve Fund** (the “Reserve Fund”).
- 2.2** Monies from current revenues or, as available from general revenue support of the Island Solid Waste service, or as otherwise provided in the *Local Government Act*, may from time to time, be paid into the Reserve Fund.
- 2.3** Monies set aside shall be deposited and invested, in a manner provided by the *Local Government Act* until required to be expended.
- 2.4** Monies in the Reserve Fund shall be used for the planning, acquisition and/or maintenance of capital.

Read a first time this _____ **day of** _____, **2019**

Read a second time this _____ **day of** _____, **2019**

Read a third time this

____ *day of* _____, **2019**

Adopted this

____ *day of* _____, **2019**

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 643, 2019.



Bylaw No. 644, 2019

A bylaw to establish a capital and planning reserve fund for Regional Recycling

WHEREAS, pursuant to s. 377 of the *Local Government Act*, the Board of the North Coast Regional District may, by bylaw, establish a reserve fund under s. 188 of the *Community Charter*;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *North Coast Regional District Regional Recycling Capital and Planning Reserve Fund Establishment Bylaw No. 644, 2019*.

2. Reserve

- 2.1** There shall be and is hereby established a reserve fund to be known as the North Coast Regional District Regional Recycling **Capital and Planning Reserve Fund** (the “Reserve Fund”).
- 2.2** Monies from current revenues or, as available from general revenue support of the Regional Recycling service, or as otherwise provided in the *Local Government Act*, may from time to time, be paid into the Reserve Fund.
- 2.3** Monies set aside shall be deposited and invested, in a manner provided by the *Local Government Act* until required to be expended.
- 2.4** Monies in the Reserve Fund shall be used for the planning, acquisition and/or maintenance of capital.

Read a first time this _____ **day of** _____, **2019**

Read a second time this _____ **day of** _____, **2019**

Read a third time this

____ *day of* _____, **2019**

Adopted this

____ *day of* _____, **2019**

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 644, 2019.



Bylaw No. 645, 2019

A bylaw to establish a capital and planning reserve fund for Rural Land Use Planning

WHEREAS, pursuant to s. 377 of the *Local Government Act*, the Board of the North Coast Regional District may, by bylaw, establish a reserve fund under s. 188 of the *Community Charter*;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *North Coast Regional District Rural Land Use Planning Capital and Planning Reserve Fund Establishment Bylaw No. 645, 2019*.

2. Reserve

- 2.1** There shall be and is hereby established a reserve fund to be known as the North Coast Regional District Rural Land Use Planning Capital and Planning Reserve Fund (the “Reserve Fund”).
- 2.2** Monies from current revenues or, as available from general revenue support of the Rural Land Use Planning service, or as otherwise provided in the *Local Government Act*, may from time to time, be paid into the Reserve Fund.
- 2.3** Monies set aside shall be deposited and invested, in a manner provided by the *Local Government Act* until required to be expended.
- 2.4** Monies in the Reserve Fund shall be used for the planning, acquisition and/or maintenance of capital.

Read a first time this _____ **day of** _____, **2019**

Read a second time this _____ **day of** _____, **2019**

Read a third time this

____ *day of* _____, **2019**

Adopted this

____ *day of* _____, **2019**

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 645, 2019.



Bylaw No. 646, 2019

A bylaw to establish a capital and planning reserve fund for Economic Development

WHEREAS, pursuant to s. 377 of the *Local Government Act*, the Board of the North Coast Regional District may, by bylaw, establish a reserve fund under s. 188 of the *Community Charter*;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *North Coast Regional District Economic Development Capital and Planning Reserve Fund Establishment Bylaw No. 646, 2019*.

2. Reserve

- 2.1** There shall be and is hereby established a reserve fund to be known as the North Coast Regional District Economic Development Capital and Planning Reserve Fund (the “Reserve Fund”).
- 2.2** Monies from current revenues or, as available from general revenue support of the Economic Development service, or as otherwise provided in the *Local Government Act*, may from time to time, be paid into the Reserve Fund.
- 2.3** Monies set aside shall be deposited and invested, in a manner provided by the *Local Government Act* until required to be expended.
- 2.4** Monies in the Reserve Fund shall be used for the planning, acquisition and/or maintenance of capital.

Read a first time this _____ **day of** _____, **2019**

Read a second time this _____ **day of** _____, **2019**

Read a third time this

____ *day of* _____, **2019**

Adopted this

____ *day of* _____, **2019**

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 646, 2019.



Bylaw No. 647, 2019

A bylaw to establish a capital and planning reserve fund for Haida Gwaii Recreation

WHEREAS, pursuant to s. 377 of the *Local Government Act*, the Board of the North Coast Regional District may, by bylaw, establish a reserve fund under s. 188 of the *Community Charter*;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *North Coast Regional District Haida Gwaii Recreation Capital and Planning Reserve Fund Establishment Bylaw No. 647, 2019*.

2. Reserve

- 2.1** There shall be and is hereby established a reserve fund to be known as the North Coast Regional District Haida Gwaii Recreation Capital and Planning Reserve Fund (the "Reserve Fund").
- 2.2** Monies from current revenues or, as available from general revenue support of the Haida Gwaii Recreation service, or as otherwise provided in the *Local Government Act*, may from time to time, be paid into the Reserve Fund.
- 2.3** Monies set aside shall be deposited and invested, in a manner provided by the *Local Government Act* until required to be expended.
- 2.4** Monies in the Reserve Fund shall be used for the planning, acquisition and/or maintenance of capital.

Read a first time this _____ *day of* _____, 2019

Read a second time this _____ *day of* _____, 2019

Read a third time this

____ *day of* _____, **2019**

Adopted this

____ *day of* _____, **2019**

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 647, 2019.



Bylaw No. 648, 2019

A bylaw to establish a capital and planning reserve fund for the Sandspit Community Hall

WHEREAS, pursuant to s. 377 of the *Local Government Act*, the Board of the North Coast Regional District may, by bylaw, establish a reserve fund under s. 188 of the *Community Charter*;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *North Coast Regional District Sandspit Community Hall Capital and Planning Reserve Fund Establishment Bylaw No. 648, 2019*.

2. Reserve

- 2.1** There shall be and is hereby established a reserve fund to be known as the North Coast Regional District Sandspit Community Hall Capital and Planning Reserve Fund (the “Reserve Fund”).
- 2.2** Monies from current revenues or, as available from general revenue support of the Sandspit Community Hall service, or as otherwise provided in the *Local Government Act*, may from time to time, be paid into the Reserve Fund.
- 2.3** Monies set aside shall be deposited and invested, in a manner provided by the *Local Government Act* until required to be expended.
- 2.4** Monies in the Reserve Fund shall be used for the planning, acquisition and/or maintenance of capital.

Read a first time this _____ **day of** _____, **2019**

Read a second time this _____ **day of** _____, **2019**

Read a third time this

____ *day of* _____, **2019**

Adopted this

____ *day of* _____, **2019**

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 648, 2019.



Bylaw No. 649, 2019

A bylaw to establish a capital and planning reserve fund for Sandspit Water

WHEREAS, pursuant to s. 377 of the *Local Government Act*, the Board of the North Coast Regional District may, by bylaw, establish a reserve fund under s. 188 of the *Community Charter*;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *North Coast Regional District Sandspit Water Capital and Planning Reserve Fund Establishment Bylaw No. 649, 2019*.

2. Reserve

- 2.1** There shall be and is hereby established a reserve fund to be known as the North Coast Regional District Sandspit Water **Capital and Planning Reserve Fund** (the “Reserve Fund”).
- 2.2** Monies from current revenues or, as available from general revenue support of the Sandspit Water service, or as otherwise provided in the *Local Government Act*, may from time to time, be paid into the Reserve Fund.
- 2.3** Monies set aside shall be deposited and invested, in a manner provided by the *Local Government Act* until required to be expended.
- 2.4** Monies in the Reserve Fund shall be used for the planning, acquisition and/or maintenance of capital.

Read a first time this _____ **day of** _____, **2019**

Read a second time this _____ **day of** _____, **2019**

Read a third time this

____ *day of* _____, **2019**

Adopted this

____ *day of* _____, **2019**

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 649, 2019.



Bylaw No. 650, 2019

Being a bylaw to authorize the North Coast Regional District to obtain, by referendum, the opinion of the electors in a portion of Electoral Area "C" regarding establishing a service to operate the Oona River Community Hall

WHEREAS section 336 of the *Local Government Act* provides that the Board may, by bylaw, provide for a referendum to obtain the electors' opinion on a question regarding a service that is or may be operated by the regional district;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *Oona River Community Hall Service Referendum Bylaw No. 650, 2019*.

- 2.** There shall be submitted to the electors of the North Coast Regional District at the referendum to be held on Wednesday, September 18, 2019, the following question:

"Are you in favour of establishing a service within Oona River to operate the Oona River Community Hall?"

☐ YES ☐ NO

Read a first time this _____ **day of** _____, **2019**

Read a second time this _____ **day of** _____, **2019**

Read a third time this _____ **day of** _____, **2019**

Adopted this

____ day of _____, 2019

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 650, 2019.



Bylaw No. 651, 2019

Being a bylaw to authorize the North Coast Regional District to obtain, by referendum, the opinion of the electors in Electoral Area “E” regarding establishing a parks and trails service

WHEREAS section 336 of the *Local Government Act* provides that the Board may, by bylaw, provide for a referendum to obtain the electors’ opinion on a question regarding a service that is or may be operated by the regional district;

NOW THEREFORE the Board of the North Coast Regional District, in open meeting assembled, enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the *Electoral Area E Parks and Trails Service Referendum Bylaw No. 651, 2019*.

- 2.** There shall be submitted to the electors of the North Coast Regional District at the referendum to be held on Saturday, October 12, 2019, the following question:

“Are you in favour of establishing a parks and trails service within Electoral Area E?”

☐ YES ☐ NO

Read a first time this _____ **day of** _____, **2019**

Read a second time this _____ **day of** _____, **2019**

Read a third time this _____ **day of** _____, **2019**

Adopted this

____ day of _____, 2019

Chair

Corporate Officer

I hereby certify that this is a true copy of the North Coast Regional District Bylaw No. 651, 2019.



Staff Report

Date: July 17, 2019

To: D. Fish, Chief Administrative Officer

From: M. Williams, Planning Consultant

Subject: Referral – Naikun Wind Development Corp

Recommendations:

Action: that the Board provide feedback to the Province of BC regarding this referral.

BACKGROUND

The North Coast Regional District received a provincial Crown land investigative license application for a clean energy investigative license for wind power off the north east coast of Haida Gwaii. Naikun Wind Development Inc submitted an application for a five-year term. Note: this application is for offshore meteorological mast location.

The Ministry has asked for comments regarding this referral. Standard responses:

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

ALTERNATIVES

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

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

NAIKUN

Investigative Plan

8 April 2019

1. Project Overview

The NaiKun Offshore Wind Energy Project (the Project) is located in the shallow waters off the northeast coast of Haida Gwaii in British Columbia's Hecate Strait. The Project size is estimated to be in 400 to 600 MW capacity to produce clean, renewable energy to serve more than 130,000 BC homes. Today the larger turbine on an expanded row and column layout will use approximately 40 – 60 10 MW WTG with rotor diameters of 200 m.

Naikun holds the Environmental Assessment Certificate #E09-04 for this Offshore Wind Energy Project, granted on December 10, 2009.

To study and understand the wind resource of this proposed location, a comprehensive meteorological system was deployed, to collect Wind Data

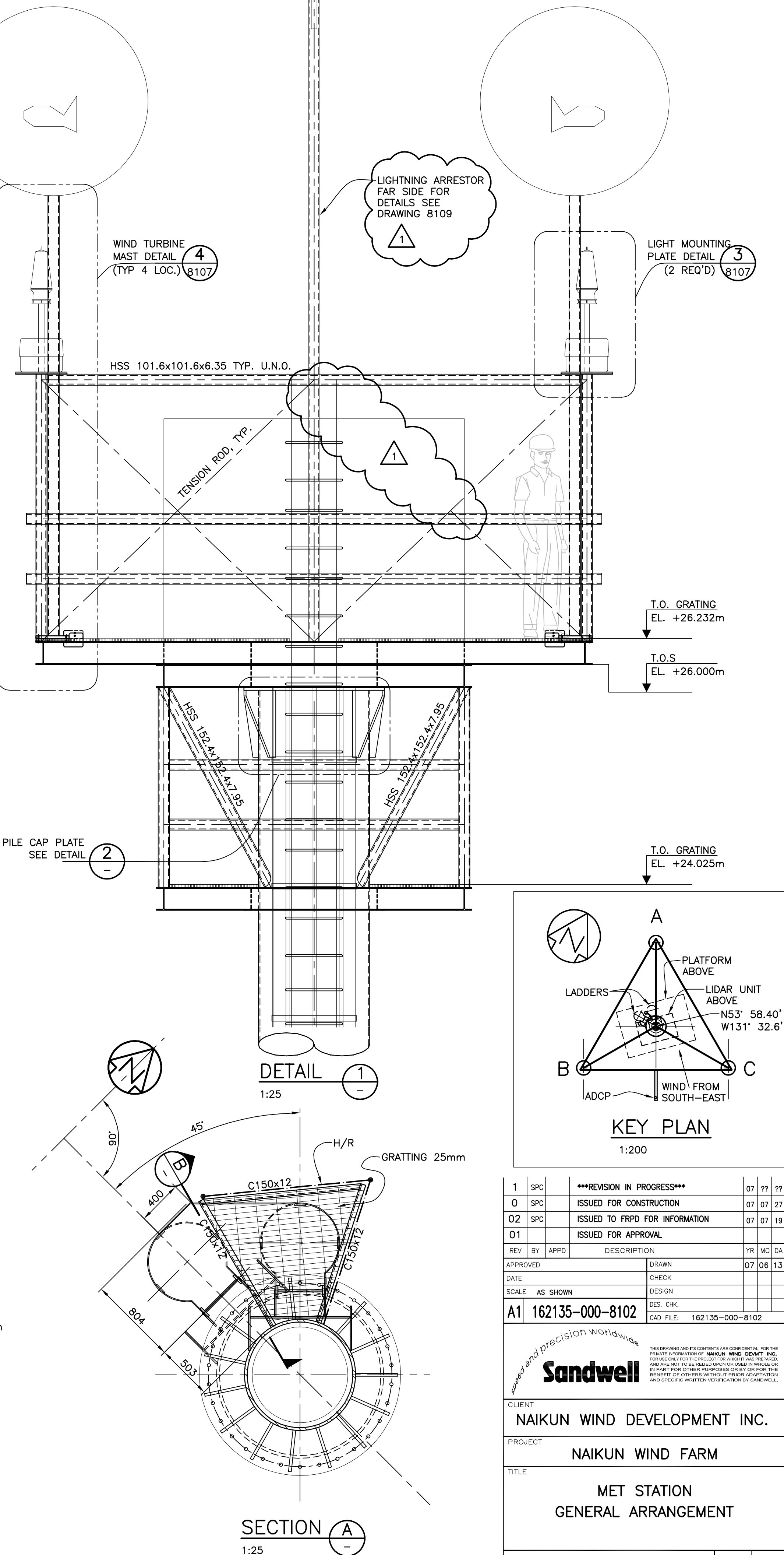
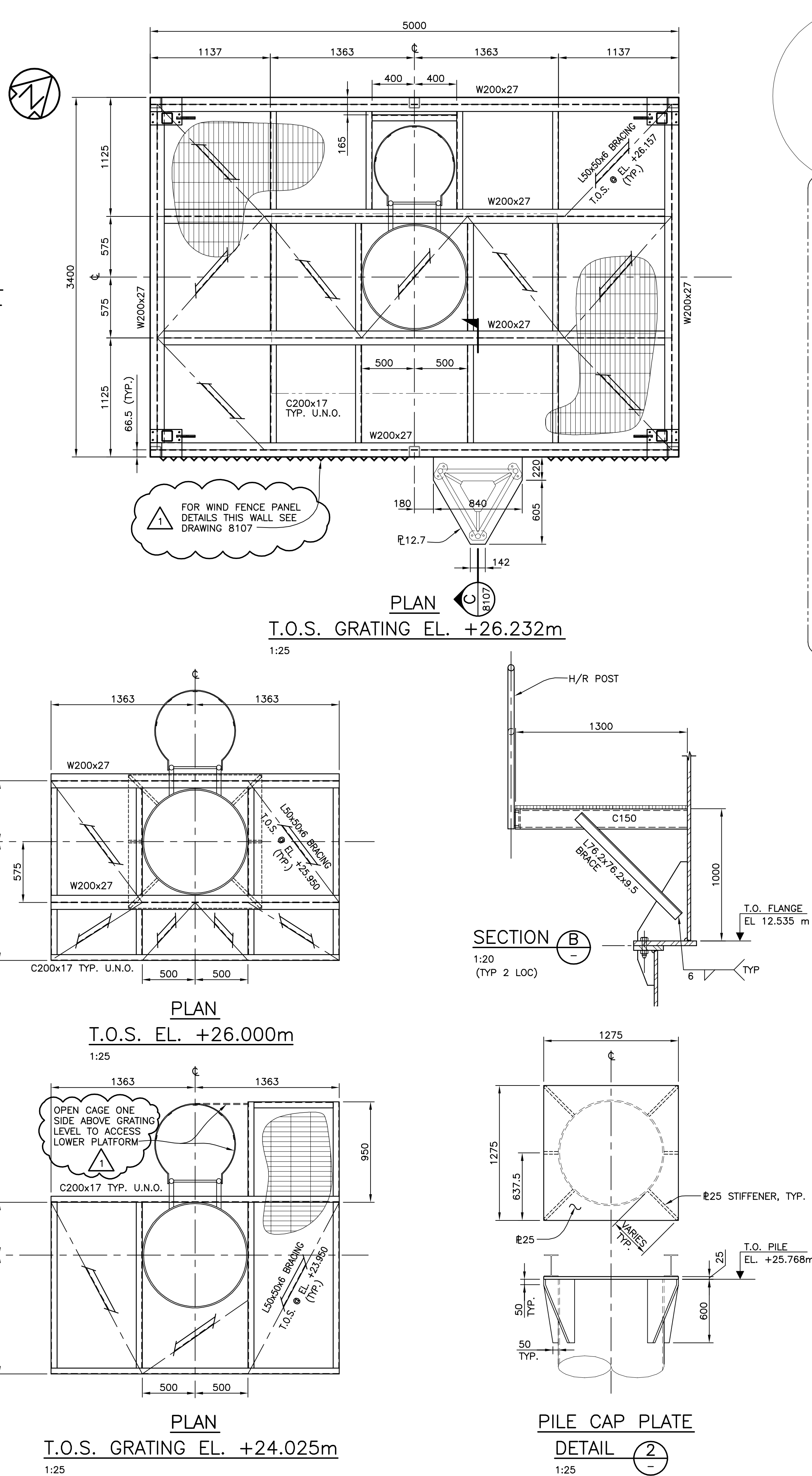
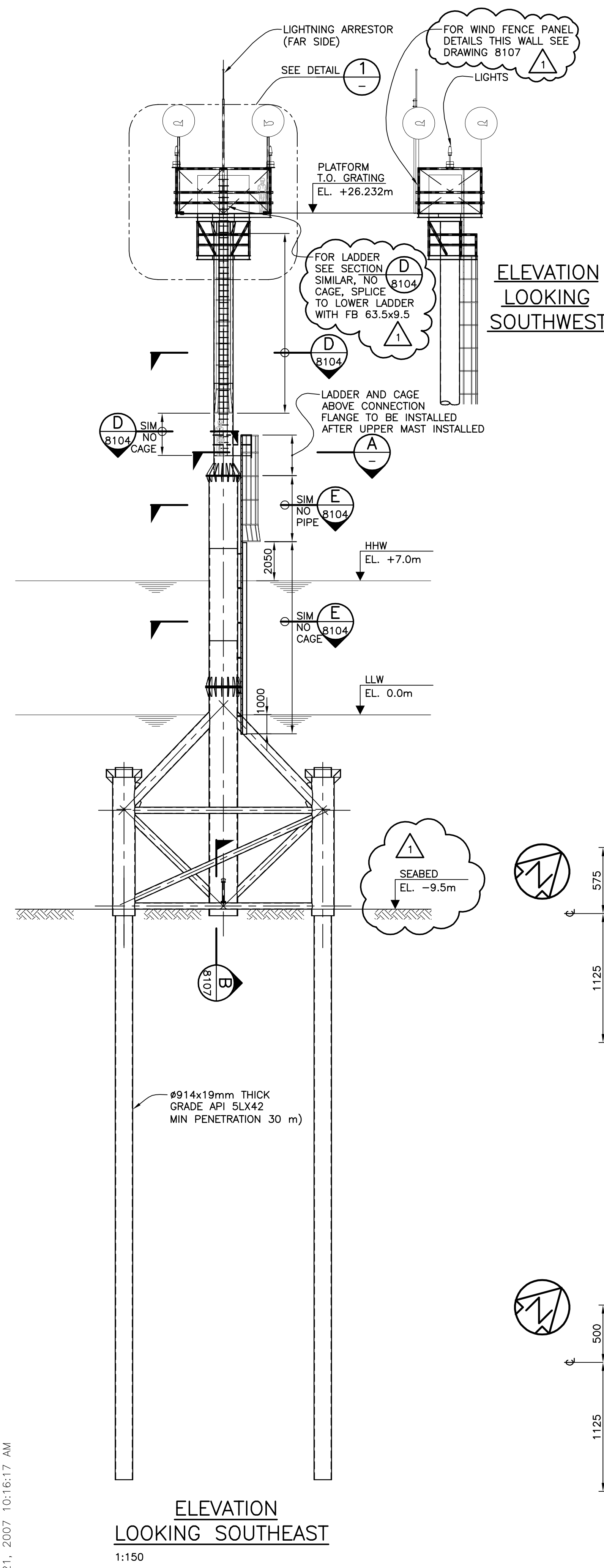
The following few paragraphs provide an overview of the existing Meteorological Mast, deployed on an aquatic TRIPOD. This structure consists of vertical corner pipes, which support the central mast by means of a truss style frame. The structure was placed on the seabed, pin piles were placed in the corner pipes and driven to a depth of 24 m (max) below seabed.

The pins are welded to the corner pipes at the top using gusset plates. The result is that the tripod is stable, supported by the pins, in spite of possible erosion of the seabed. The pins are also subjected to tension forces during extreme wave action.

In the next page a detailed drawing of the existing platform (TRIPOD) is shown. The the geographical location (UTM Zone 9), coordinates are as follows, for the TRIPOD:

333198 E
5983623 N

K:\UNIT_16\162135 NAIKUN WIND FARM\ACAD\MARINE\162135-000-8102.DWG
August 21, 2007 10:16:17 AM



1	SPC	***REVISION IN PROGRESS***			07	??	??	
0	SPC	ISSUED FOR CONSTRUCTION			07	07	27	
02	SPC	ISSUED TO FRPD FOR INFORMATION			07	07	19	
01		ISSUED FOR APPROVAL						
REV	BY	APPD	DESCRIPTION			YR	MO	DA
APPROVED				DRAWN	07	06	13	
DATE				CHECK				
SCALE: AS SHOWN				DESIGN				
A1 162135-000-8102				DES. CHK.				
				CAD FILE:	162135-000-8102			
<div><div><div>speed and precision worldwide</div><div>Sandwell</div></div><div><div>THIS DRAWING AND ITS CONTENTS ARE CONFIDENTIAL, AND ARE THE PROPRIETARY INFORMATION OF NAIKUN WIND DEVT. INC. FOR USE ONLY FOR THE PROJECT FOR WHICH INTENDED, AND ARE NOT TO BE REPRODUCED OR USED IN WHOLE OR IN PART FOR OTHER PURPOSES OR BY OR FOR THE BENEFIT OF OTHERS WITHOUT PRIOR WRITTEN PERMISSION AND SPECIFIC WRITTEN VERIFICATION BY SANDWELL.</div></div></div>								
CLIENT NAIKUN WIND DEVELOPMENT INC.								
PROJECT NAIKUN WIND FARM								
TITLE MET STATION GENERAL ARRANGEMENT								
DWG. 162135-000-8102						REV 1		

2. Project Description – Met mast Operational and Technical Details

In this section the complete technical and operational details are described as follow:

- **Power generating**

Power for the wind instruments and control panel is provided by two 24 Volt AirX Marine wind turbines with storage in 4 - 6 Volt 225 Amp hour batteries. The turbine output voltage is self-regulating, eliminating the necessity of a separate controller and reducing likelihood of the batteries charging failure.

Battery voltage and charging current are displayed by means of meters mounted within the control panel. Each generator is also equipped with a 10 Amp breaker and a RUN/STOP switch, also mounted within the panel.

The batteries are connected to the system control panel through one of the 100 Amp breakers in the old monitoring panel. This was used for convenience and is intended to be used as a battery disconnect means during troubleshooting and servicing.

- **Power consumption and battery supply expectancy**

Maximum power consumption for the instruments and control panel components has been calculated at approximately 1.1 Amps at 24 Volts DC. Each of the wind turbines is capable of producing 160 watts (6.7 Amps) of power at minimum running speed. Should the batteries fail to charge due to lack of wind, the monitoring equipment can be expected to operate for over 200 hours before shutting down. Should one of the turbines fail the system should still be capable of maintaining the battery voltage, but with reduced time available should the wind drop below the critical charging level.

- **Wind monitoring Instruments**

The wind monitoring instruments include:

- 1 - RM Young combination anemometer and wind direction indicator, configured when ordering to produce a 4 - 20 milliamp analog output signal for each channels. Wind speed for this anemometer is ranged at 0 to 200 km/hr. The engineering units and range have been maintained at factory default and the data logger will provide information in Knots. Wind direction is recorded with a scale of 0 - 360 degrees. The compass declination at this site is 19.35° east. With this adjustment considered, the wind direction analog

output has been configured to read 0° when aligned to True North. (True north = 0°, due east = 90°, etc)

- 1 - Vector anemometer configured to produce a 0 to 2.5 Volt analog output over a wind range of between 0 and 150 Knots. The engineering units and range have been maintained at factory default and the data logger will provide information in Knots.

- **Data Logging Devices**

There are two (2) ABB SM500 data loggers are configured to record identical information. This is done with the use of signal splitters, which take the incoming analog signals and create two identical outputs, one to each unit. The units are configured to record a snapshot of the inputs every 10 minutes. All data is time stamped and identified as to source. Should one of the data loggers fail the other should remain working. Should one of the inputs from the instrument fail neither data logger will record the data from that instrument input channel.

Data is stored to the internal memory of the data loggers then transferred to the SD card every day at midnight. Data is saved as one file per day in .CSV format.

Two spare SD cards have been provided so that the cards can be simple swapped out and data recovered off site.

Simple instructions for swapping out the SD cards will be provided in the operating manual.

Real time data is displayed on the data logger's video graphic screen in the form of a line graph as well as an input value. Should the channel input signal drop (as in an open circuit) the display will read -9.99.

- **Vector signal**

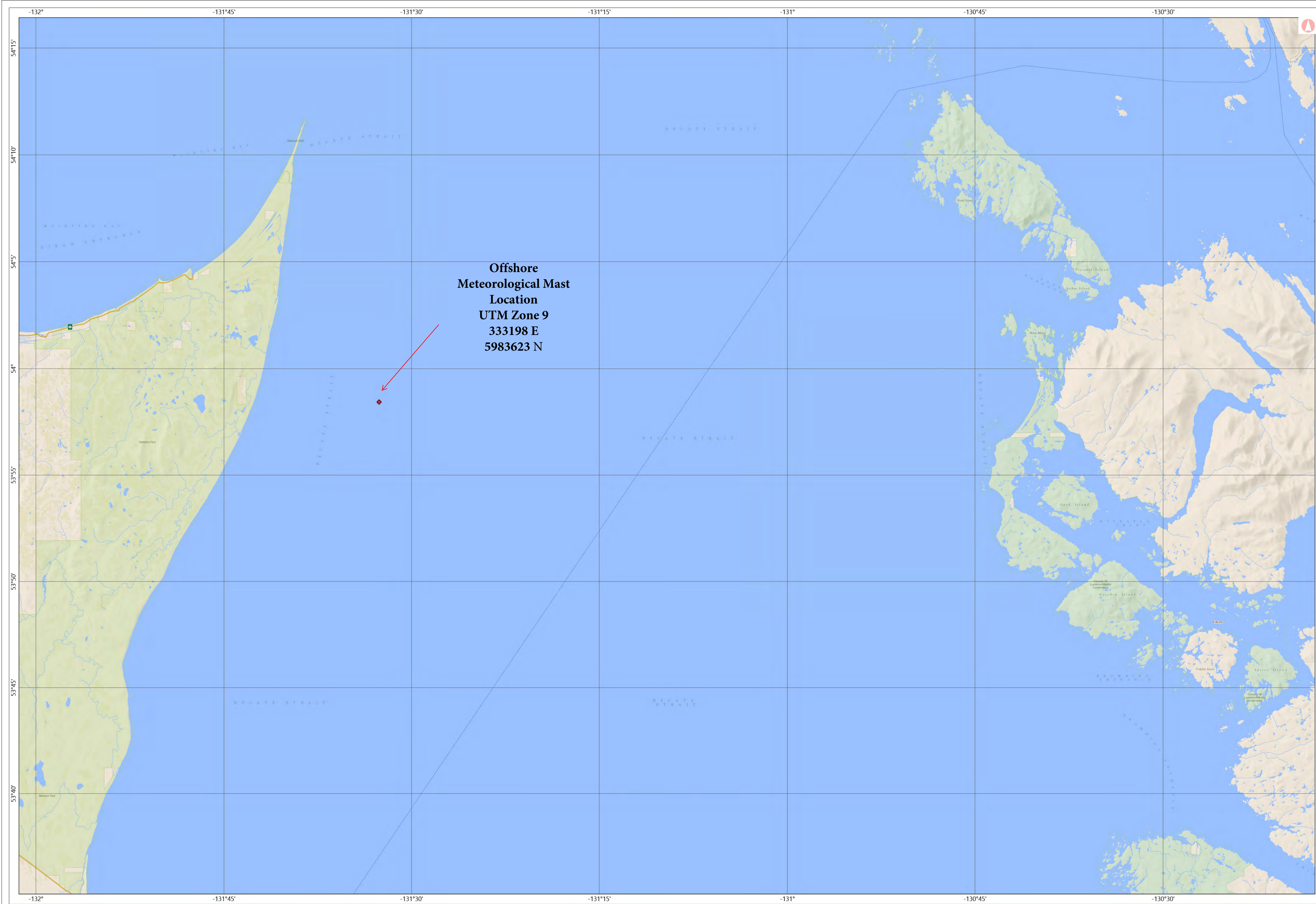
The vector anemometer is provided with a 0 - 2.5 volt analog output over a range of 0 - 200 km/hr. As described above, the input splitters allow for processing of 4-20 mA signals only. For this reason an additional signal "conditioner" was required to convert the incoming 0-2.5 volt signal to a 4-20 mA signal.

- **Navigation lights**

The light flashes the Morse code letter "U" (dot, dot, dash) every 15 seconds.

3. Project Location – Meteorological Offshore Mast

The map showed in the next page, illustrates the exact location of the existing platform (TRIPOD) where the meteorological instruments are deployed and currently collecting wind data and meteorological attributes with the purpose of the continues study of the wind resource of the proposed project.





Naikun Meteorological Offshore Station

Legend

0 5.08 10.2 km
1: 250,000.00

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CAUTION: Maps obtained using this site are not designed to assist in navigation. These maps may be generated and may not reflect current conditions. Uncharted hazards may exist. DO NOT USE THESE MAPS FOR NAVIGATIONAL PURPOSES.

Key Map of British Columbia



The NaiKun project can be differentiated from other renewable energy projects in the region by the fact that it has completed its preliminary engineering and both the Federal and provincial environmental assessment projects. The project is therefore ready to proceed once it has obtained a contract to sell its power to BC Hydro.

The company was unsuccessful in the most recent Call for Power which began in 2008 and concluded in 2010. The timing of the formal next opportunity to bid to BC Hydro remains uncertain, dependent on a decision by the utility and the Government of British Columbia. However, the significant electrical demand in the province (especially in the NW and NE) make the first permitted phase likely in the near future. In the meantime, NaiKun continues to seek opportunities to move a procurement process forward

The exact time of construction commencement is obviously dependent on contract award, both the date and the time of year. This given that construction will begin in April of any given year due to the seasonal construction window, dictated by ocean weather conditions.

4. Ongoing Diligent Use

The current data collection program is focused on NaiKun's continuing evaluation of the wind resource in the project area. The LiDAR (remote sense technology) was removed in August 2011 and wind data continues to be collected by two advanced anemometers. The controls for these anemometers are being regularly upgraded and recalibrated and a new program that reflects the larger turbine layout is planned for this year.

Data is manually retrieved during maintenance site visits. Data is collected, analyzed and added to the data bank to improve the wind resource analysis and reduce uncertainties when creating the energy models.

Site inspections occur when necessary and are planned throughout the duration of the tenure to maintain all equipment and structure deployed. This includes financial costs of maintaining all instruments, deployment of the crew to retrieve data, data processing and third party analysis.

5. Wild Life Management Plan

During the construction and deployment of the existing TRIPOD platform, all DFO (Department of Fisheries and Ocean) guidelines and requirements were followed.

There is not wildlife disturbance during the operation and regular maintenance of the offshore meteorological mast station.

If any wildlife is disturbed or noticed at the TRIPOD, Naikun's contractor or crew will immediately report to the DFO, following the proper procedures.

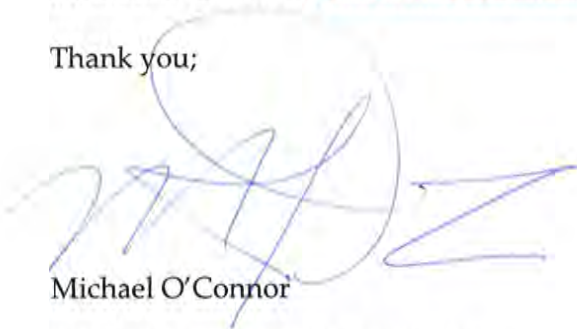
6. First Nations

In the years of duration of this tenure, Naikun continues to engage with the First Nations that are in the area of interest and discussions will intensify as the project progresses in to a construction phase.

7. Contact

To ensure best internal practices, please, direct all correspondences to Michael O'Connor at moconnor@naikun.ca

Thank you;



Michael O'Connor

NaiKun Wind Energy Group Inc.
Suite 570-355 Burrard St.
Vancouver, BC
V6C 2G8
Office No. (604) 631-4483
Cell No. (604) 202-0449



Staff Report

Date: July 17, 2019

To: D. Fish, Chief Administrative Officer

From: M. Williams, Planning Consultant

Subject: Referral – Weyl Power

Recommendations:

Action: that the Board provide feedback to the Province of BC regarding this referral.

BACKGROUND

The North Coast Regional District received a provincial Crown land application submitted by Weyl Power for an investigate licence for tidal energy. A portion of the investigative licence is zoned RS-1 – Resource Conservation. Permitted uses of RS-1 include: outdoor recreation, public parks and campgrounds, residential use, temporary log storage, agriculture uses, home occupation, accessory buildings and uses.

The Ministry has asked for comments regarding this referral. Standard responses:

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

ALTERNATIVES

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

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

Investigative Plan

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

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

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

1.0 Background

1.1 Project Overview

Describe the potential project, including proposed work for the investigative stage and any phased development details:



WEYL Power seeks to ascertain the suitability of Skidegate Entrance for the deployment of tidal current devices to produce clean renewable electricity for use in the area. The potential project is the deployment of a tidal turbine array on either a floating or a surface-mount installation to generate renewable electricity for use in the Skidegate/Sandspit area. The output, configuration, and viability of such a project depends on the suitability of the marine resource, specifically the strength and duration of the tidal currents in the project area. This requires characterization of the strength and distribution of tidal currents (the 'current profile') over multiple tide cycles. In order to produce this data, WEYL employs a combination of numerical modelling using existing regional tidal data and direct measurements. Depending on available data and relative costs, WEYL may engage either the modelling process or direct measurement first. For Skidegate, it is likely that the first step will be development of a desk model.

Direct measurement of the current profile uses Acoustic Doppler Current Profiling (ADCP). The ADCP equipment uses sound frequencies inaudible to humans or any wildlife to measure currents over the entire test area. The ADCP equipment is a small boat-mounted device that is towed at low speeds through the test area, travelling through the area on approximately a 30 minute cycle. Characteristically, an initial round of ADCP tests will involve two full days of data collection, ideally during a neap tide cycle in reasonably good weather.

This data is then used to calibrate the numerical modelling for a more precise characterization of available energy at the site. In some cases, a more extensive second round of ADCP measurements may be required, but this process is not materially different from the initial round and will normally be intended to verify the model against another part of the tide cycle and/or examine seasonal variations, as well as to characterize individual locations within the site.

No permanent or temporary installation is required for this process. No construction of any sort will be undertaken at any point under the Investigative License. All work is conducted from a slow-moving boat, leaving no trace of the testing after it is done.

Depending on these results, a second stage of site assessment may be indicated, which may include additional field work at the site. This may include the installation (temporary anchoring) of bottom-mounted ADCP units at likely deployment sites in order to provide more detailed data for the turbine-level computational fluid dynamics work. This stage would also involve the development of any proposed electrical transmission cable pathways.

1.2 Current Zoning / Land Use

Are there any management plans, zoning or use restrictions in place that limit or preclude your proposed use of the land?



☐ Yes ☒ No

1.4 First Nations Consultation

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



An application has been sent on the date of this Crown application to the Council of the Haida Nation, seeking the Haida Nation's permission to conduct the investigative work in their territorial waters, under the Haida Gwaii Marine Plan.

In order to minimize any nuisance effect from the investigative work, the Council of the Haida Nation will be meaningfully consulted regarding the nature and schedule of all activities during the investigative phase. Advance notification of any works will occur before any field work occurs within the territory, with the required notification period to be determined by the Council of the Haida Nation. Haida Nation or delegated field monitors will be invited to participate in any field work, and compensated by WEYL Power directly or indirectly per instruction of the Council of the Haida Nation.

In the event of successful investigation results, WEYL Power expects to conduct further consultation and negotiation processes to establish a partnership with the Council of the Haida Nation regarding the possible use of the project site for the purposes of tidal energy generation. A detailed Project Description and layout would be developed in consultation with the Council of the Haida Nation, including conducting a full impact assessment.

2.0 Location

2.1 Description

Provide a general description of the location of any proposed activities shown on the accompanying Detailed Site Map:



The proposed activities for the investigative stage involve a characterization and measurement of the entire area.

Selection of a deployment site within the area is an output of the data gathering and modeling covered by the investigative stage.

2.2 Location Justification

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



The intention of the project is to replace the use of diesel electrical generation in the Skidegate area with a zero-emissions renewable energy micro-grid utilizing tidal turbines. This technology requires very specific tidal current velocities and volumes, and the proposed site is the closest available site to the electrical requirement.

3.0 Infrastructure

3.1 Improvements

Describe any improvements to existing infrastructure, as well as any planned construction or installations:



No permanent or temporary installation is required for this process. No construction of any sort will be undertaken at any point under the Investigative License. All work is conducted from a slow-moving boat, leaving no trace of the testing after it is done.

In the event that for technical reasons WEYL Power deems it necessary to temporarily install a bottom-mount ADCP, no such installation will occur without direct authorization of the Council of the Haida Nation, with full consultation prior to the installation of any equipment during the investigative phase (e.g. location of equipment, duration of deployment, potential environmental impacts, etc.).

In the event that the site is suitable and all involved parties are able to reach an agreement on the project proceeding, installation of the turbines will require anchoring of some form. The turbine arrays themselves will be fully removable for purposes of maintenance and end-of-life decommissioning.

3.2 Access

How are you planning to provide access to the site during the investigative phase?



All access will be by small watercraft, with the ADCP equipment mounted on and/or towed by a slow-moving boat – unless temporarily mounted on the bottom as described above, with the appropriate consents. Deployment of such bottom-mounted units would also be from watercraft.

3.3 Water Use

Identify water requirements and sources for the Investigative Phase. Include any agreements outside of *Water Act* permits identified above, such as Municipal water supply.

There are no water use requirements. The investigative stage will involve a non-invasive program of measurement. If built, the project will use slow-turning turbines that have no measurable impact on the current flow or water quality.

4.0 Schedule

4.1 Investigative Schedule

Please complete the table showing what types of activities are proposed, which season(s) they will be conducted, the potential impacts of the activity and any mitigation or management of potential impacts.



Activity	Brief Description of Activity	Season	Potential Impact	Mitigation / management of potential impact
ADCP measurement	Slow moving boat tows measurement equipment through area, ideally during neap tide	Spring-Summer-Fall	None	None
ADCP measurement - 2nd round	Additional data gathering in alternate tide cycle for purposes of calibration, if necessary	Spring-Summer-Fall	None	None
ADCP - 2nd round - fixed measurement (if necessary)	Deployment of an anchored ADCP rig at a proposed turbine location for one or more full tide cycles	Spring-Summer-Fall	None	None
Add Field				

5.0 Diligent Use

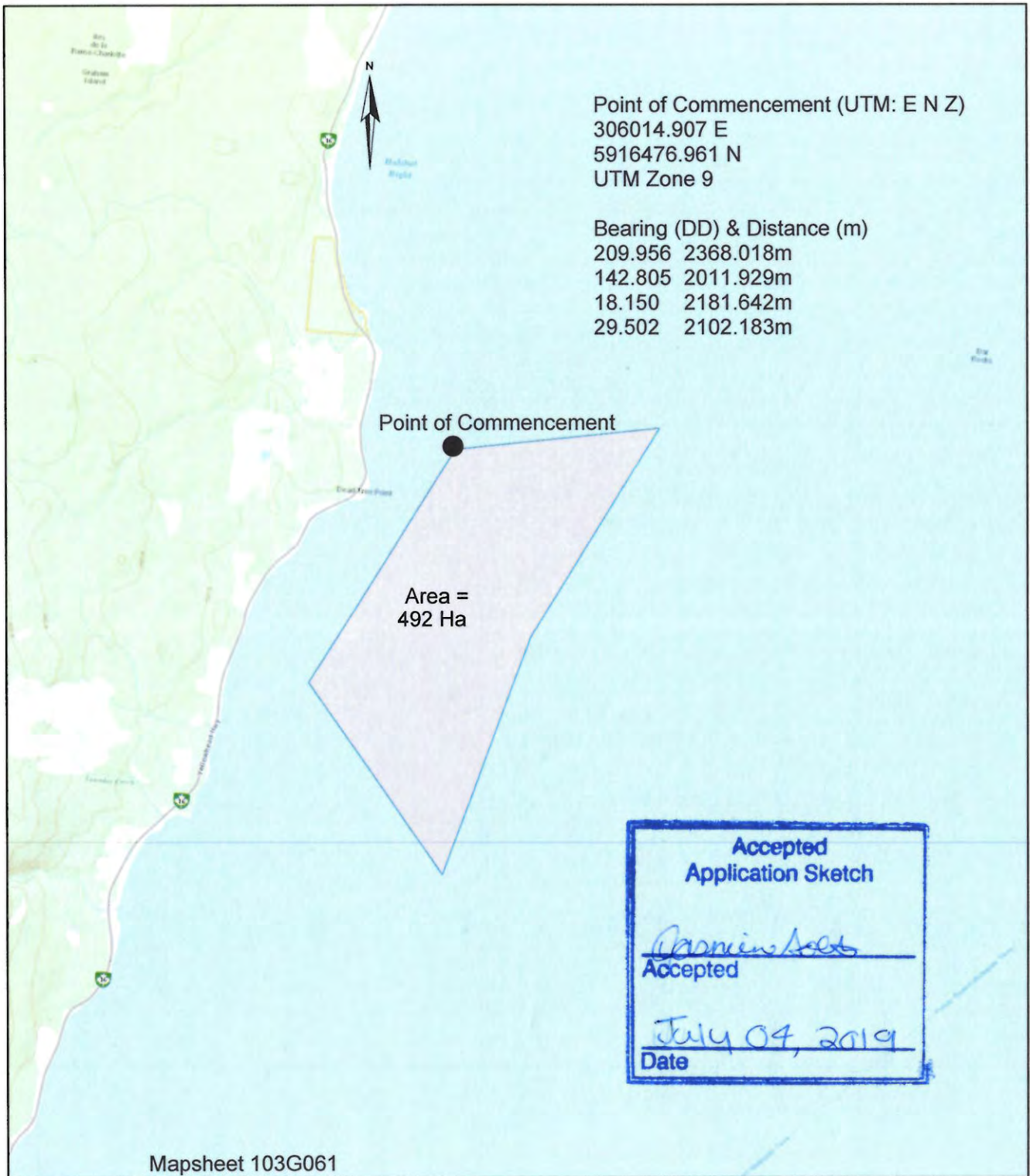
5.1 Evidence of On-going Diligent Use (For Replacements Only)

Review the investigative schedule information and table provided in your previously submitted Investigative Plan for this site, during the previous term of tenure. Provide a report on investigative work completed, incomplete or ongoing.



Activity	Brief Description of Activity	Status (e.g. Complete, incomplete, ongoing)	Comments / Milestones
Add Field			

END OF FORM



WEYL Power

1 0.5 0 1 2 3 Kilometers
1:50,000

Ocean Energy License Application Area

Skidegate Entrance



Staff Report

Date: July 17, 2019

To: D. Fish, Chief Administrative Officer

From: M. Williams, Planning Consultant

Subject: Referral – Village of Port Clements

Recommendations:

Action: that the Board provide feedback to the Province of BC regarding this referral.

BACKGROUND

The North Coast Regional District received a provincial Crown land application submitted by the Village of Port Clements. Requested land is to support water treatment plant upgrades. Initial work including feasibility study, would determine if existing lagoon is suitable or if additional cell is required. A Culturally Modified Tree was identified; further consultation has been planned with Council of the Haida Nation. NCRD zoning is not applicable within Village boundaries.

The Ministry has asked for comments regarding this referral. Standard responses:

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

ALTERNATIVES

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

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

Management Plan

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

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

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

1.0 Background

1.1 Project Overview

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

The Village of Port Clements needs to upgrade their wastewater treatment system to bring it into compliance with federal regulations. They are currently served by a lagoon located on Industrial Park Road, approx. 500 m north of the intersection with Grouse Street. The Village is initiating feasibility studies for upgrades to this system. It may be possible to remediate the existing lagoon, though there is also a reasonable likelihood that a new lagoon cell will be required. The Village wishes to consider the lands to the south of the existing lagoon, which are Provincial Crown land, designated as District Lot 1883.

Concurrent with feasibility studies, the Village would like to conduct geotechnical investigations on this property, which would be performed by a tracked excavator to place up to a dozen test pits throughout the site. Authorization for this investigative work is required.

If the feasibility assessment concludes that a new cell is required, then long-term tenure will be sought for the property. The Village would like to pursue the License Interim to Lease approach.

The Village is pursuing funding through the Investing in Canada Infrastructure Program - Rural and Northern Communities. The intake deadline for this funding is expected to be mid-January 2019. At this point, the design work needs to be substantially complete, and the lands to be used have to be confirmed as available to the Village.

1.2 Investigative Work

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



Activity	Brief Description of Activity	Status (e.g. Complete, incomplete, ongoing)	Comments / Milestones
Environmental Impact screening	Site assessment for wildlife and vegetation	Incomplete	Field review of vegetation complete, wildlife still to come
Cultural Feature Identification	Preliminary survey for cultural features	Complete	A Culturally Modified Tree was identified approximately 10 m from road

Add Row

1.4 First Nations Consultation

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



Council of the Haida Nation (CHN) has been contacted to perform Cultural Features Identification (CFI). Further consultation will be carried out with CHN to obtain their comments.

2.0 Location

2.1 Description

Provide a general description of the location of the project:



Northwest corner of District Lot 1883, comprising an area of 180 m x 180 m. This is the area proposed for investigative purposes. Should the feasibility assessment determine that the land will be required for lagoon expansion, then a smaller area will then be defined for long-term tenure based upon confirmation of environmental or heritage resources with allowable buffer zones.

2.2 Location Justification

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



The site is immediately adjacent to the existing lagoon site. A new lagoon cell should be hydraulically connected to the existing cell with gravity flow through pipes. The lands to the west of the existing site are a closed landfill and are therefore unsuitable for expansion. The lands to the east are privately held.

2.3 Seasonal Expectations of Use

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



Project Phase (Construction / Operations)	Brief Description of Activity / Works	Season
Investigation	Placement of up to 12 test pits for geotechnical assessment	Any season. To proceed as soon as possible.
Lagoon cell construction	Site clearing and grubbing, stripping, excavation and embankment for new lagoon construction, installation of aeration piping and blower building, site fencing.	To proceed upon confirmation of funding, which is not expected earlier than late 2020.
Operation	Treatment lagoon with aeration	Year-round.

Add Row

3.0 Infrastructure and Improvements

3.1 Facilities and Infrastructure

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

Facility/Infrastructure/Process	Construction Methods/Materials	Construction Schedule
Lagoon cell	Earthworks using heavy machinery, including excavators, dozers, packers. Possible installation of an HDPE liner. Installation of piping, manholes, and valves installed in the berms between cells.	Work is anticipated to take 3 to 5 months, commencing spring 2021 at the earliest.
Aeration system and baffles	Installation of air diffusers inside the lagoon, connecting to air piping installed in the berms. Aeration blowers that feed the aeration system are expected to be pre-manufactured and installed in a shipping container for placement on a prepared foundation on site. Electrical service will be obtained from the existing 3-phase powerline on Industrial Park Road. HDPE baffles may be installed in the lagoon cell to prevent short-circuiting of flow.	Work will proceed upon completion of the lagoon cell construction, and is expected to required 2 to 4 months.
Add Field		

3.2 Access

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



Roadway/Proposed Connection	Existing/Proposed	Existing Road Classification	Road Permittee Information and Road Use Agreements	Traffic Volume		Mitigation of Traffic Effects
				Construction Phase	Operations Phase	
Industrial Park Road	Existing	Rural, gravel	Public	< 200 vpd	<200vpd	Traffic control when movement of heavy equipment and trucks on and off site is required.
Add Field						

3.3 Utility Requirements and Sources

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



Electrical service is provided by an existing 3-phase powerline located adjacent to the site on Industrial Park Road. An application will be submitted to BC Hydro for service.

No other utilities are required. Sanitary service during construction will consist of portable toilets.

3.4 Water Supply

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

Project Phase (Construction/ Operation)	Water Requirement (e.g. Surface water or ground water, etc)	Source/location	Volume	Infrastructure Description	Agreements
May be required for adjustment of soil moisture content during excavation and embankment for lagoon cell construction.	Trucked water	Provided by Village of Port Clements, who are project proponent	Unknown	none	Village will issue permit to contractor.

Add Field

3.5 Waste Collection Treatment and Disposal

Identify any waste disposal (note septic system required), sewage, sanitation facilities and refuse disposal proposed.



Project Phase (Construction/ Operation)	Is there a water requirement (e.g. Surface water or ground water, etc)	Discharge distance to closest body of water (well, lake, etc.)	Volume of daily discharge	Infrastructure Description	Existing Agreements
Construction	no	no	< 1m3	Portable toilets	
Operation	no	no	none	none	

Add Field

4.0 Environmental

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

4.1 Land Impacts

4.1.1 Vegetation Removal

Is any timber removal required?

☒ Yes ☐ No

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

☒ Yes ☐ No

Removal Type	Impacts	Proposed Mitigation
shrubbery, ground cover vegetation	Soil disturbance, increased susceptibility to erosion	Employ erosion protection measures, including interceptor drainage ditches, silt fencing, protective cover (where applicable), sediment control ponds.
Add Field		

4.1.2 Soil Disturbance

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

☒ Yes ☐ No

Disturbance Type	Impacts	Proposed Mitigations
Test pits for geotechnical investigation	Clearing of shrubbery, deadfall, small trees may be required to provide machine access.	Machine will be maneuvered between large trees. Test pits will be backfill upon completion of soil logging.
Clearing, Grubbing (if lagoon cell construction proceeds)	Potential for soil erosion, weakened trees that remain at periphery.	Provide erosion protection measures, including perimeter interceptor ditches, sediment control pond, silt fencing, and other erosion control measures as needed. Maintain treed buffer at perimeter of property and retain arborist to assess hazard trees for removal from within the buffer.
Stripping (if lagoon cell construction proceeds)	Removal of topsoil offsite, potential for soil erosion on site or soil loss at the site of deposition.	Provide onsite soil erosion protection measures. Do not overload dump trucks. At disposal site, install perimeter drainage to capture runoff from stockpile of topsoil.
Excavation and embankment for new lagoon cell construction	Soil erosion.	Provide onsite soil erosion protection measures.
Add Field		

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

☐ Yes ☒ No

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

☒ Yes ☐ No

Additional research and plans may be required. [Heritage Conservation Act](#)

4.1.3 Riparian Encroachment

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



☐ Yes ☒ No

4.1.4 Pesticides and Herbicides

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

☐ Yes ☒ No

4.1.5 Visual Impacts

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

☐ Yes ☒ No

4.1.6 Archaeological Sites

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

☒ Yes ☐ No

Identify the sites, any potential impact on them, and any mitigations:

Archaeological Site	Impacts	Proposed Mitigations / Management Plans
A Culturally Modified Tree has been identified.	Heritage resource	Maintain 50 m buffer around tree.
Add Field		

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

☒ Yes ☐ No

Please include information or reports generated:

Field assessment by registered archaeologist has not yet been performed, but is scheduled to occur in mid-June. The site has only been reviewed by a Cultural Features Identification technician. The reports of the archaeologist can be made available when they are completed.

--

4.1.7 Construction Methods and Materials

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

Construction Material/Method	Impacts	Mitigations
Earthworks, by heavy equipment	Disturbance of natural flora and fauna	Establish snow fence limits to prevent machine incursions into non-permitted areas, including protection of identified cultural or environmental features.
Buried effluent and air piping	Only takes place in areas already disturbed by previous earthworks activities	see above
HDPE liner installation	Only takes place in areas already disturbed by previous earthworks activities	see above.
Blower building (shipping container) installation	Only takes place in areas already disturbed by previous earthworks activities	see above
Add Field		

4.2 Atmospheric Impacts

4.2.1 Sound, Odor, Gas or Fuel Emissions

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

Sound? ☒ Yes ☐ No

Explain the current conditions, source, type and range of emission. Provide a description of atmospheric effects from proposed construction, operation, and decommissioning phases. Also include proposed mitigation measures to manage or mitigate adverse effects.

Emission Source	Current Conditions	Project Impacts	Proposed Mitigations / Management
Heavy equipment during construction	None	temporary noise from construction equipment	Maintain equipment in good repair. Only work during prescribed hours, e.g. 7AM to 8 PM. Nearest residential home is > 400 m with a treed buffer between
Aeration blowers during operation	None	Noise from blowers	Will be housed in shipping container. Container will be insulated for both thermal and acoustic barrier.
Add Field			

Odor? ☒ Yes ☐ No

Explain the current conditions, source, type and range of emission. Provide a description of atmospheric effects from proposed construction, operation, and decommissioning phases. Also include proposed mitigation measures to manage or mitigate adverse effects.

Emission Source	Current Conditions	Project Impacts	Proposed Mitigations / Management
Heavy equipment	None	Odors from equipment emissions.	Keep equipment in good repair.
Lagoon containing of municipal wastewater	Existing lagoon already produces odors associated with the wastewater. Odors are presently more severe because the existing aerators are not operational creating anaerobic conditions.	Odor generation is not expected to increase above current levels. The source of odors may be up to 100 m closer to the nearest residential facility, but there will still be a 400 m treed buffer.	New aeration system is likely to decrease odor generation.
Add Field			

Gas? ☐ Yes ☒ NoFuel Emissions? ☐ Yes ☒ No

4.3 Water or Land Covered by Water Impacts

4.3.1 Drainage Effects

Will the project result in changes to land drainage?

☒ Yes ☐ No

Describe the potential effect or impact and include plans for mitigation/management:

Effect	Potential Impacts	Proposed Mitigations / Management Plan
Local drainage will change as a result of landform changes.	Drainage volume from the site will tend to decrease because incident rainfall on the lagoon will be discharged through the outfall.	Any drainage from outside the lagoon berm will be dispersed to the surrounding forest lands or to existing drainage channels.
Add Field		

4.3.2 Public Access

Will the project result in changes to public access?

☐ Yes ☒ No

4.3.3 Flood Potential

Will the project result in a potential for flooding?

☐ Yes ☒ No

4.4 Fish and Wildlife Habitat Impacts

4.4.1 Disturbance to Wildlife and Wildlife Habitat

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

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

☒ Yes ☐ No

Provide a description of any potential adverse effects to wildlife and wildlife habitat from proposed construction and operation (including seasonal considerations, potential adverse effects from changes to access by hunters and fishers, along with proposed measures to mitigate adverse effects).

Project Phase		Potential Impacts	Proposed Mitigations / Management Plan
Construction		Unknown - wildlife survey has not be performed at the time of this application, but this note is provided as a placeholder subject to confirmation.	
Add Field			

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

☐ Yes ☒ No

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

☒ Yes ☐ No

Describe the fish habitat on or near the project site, include potential impacts of the Project (e.g. stream crossings, water diversions, etc), including seasonal considerations, and plans to manage/mitigate effects.

Project Phase	Impacts	Proposed Mitigations / Management
Construction	Nearest fish habitat 330 m to the west consisting of marine tidal flats. There are no known flow pathways directly from site to marine.	Use erosion control measures to mitigate sediment transport beyond boundaries of the site.
Add Field		

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

☐ Yes ☒ No

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

[Species At Risk Act](#)

☐ Yes ☒ No

5.0 Socio-Community

5.1 Land Use

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

Located north of the Village of Port Clements, with the nearest residence approx. 400 m away. Land to the north is privately held and is used for industrial purposes (forestry related, including log-sorting yard and a mill. Land to the east is a closed landfill site.

5.1.1 Land Management Plans and Regional Growth Strategies

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

☒ Yes ☐ No

Please list:

The Land is located within the boundaries of the Village of Port Clements and is subject to the Official Community Plan. It is currently zoned as Resource Use Area, which does not include a descriptor of a wastewater facility. The Village is able to put in an application for zoning variance or to do a zoning amendment to Industrial Zoning.

5.2 Socio-Community Conditions

5.2.1 Adjacent Users or Communities

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

☐ Yes ☒ No

5.2.2 Existing Services

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



Increased use of local services is expected to be limited to those services needed to support temporary housing of construction crews.

END OF FORM



Staff Report

Date: July 17, 2019

To: D. Fish, Chief Administrative Officer

From: M. Williams, Planning Consultant

Subject: Referral – O’Brien Road & Bridge Maintenance

Recommendations:

Action: that the Board provide feedback to the Province of BC regarding this referral.

BACKGROUND

The North Coast Regional District received a provincial Crown land application request to amend a licence of occupation for mining purposes approximately 3.8km south of the Village of Masset. Request for amendment reflects increase of tenure area and mine footprint. Proposed area is zoned A-1 Agriculture-Forestry; permitted uses include gravel extraction, mineral exploration, and mine development.

The Ministry has asked for comments regarding this referral. Standard responses:

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

ALTERNATIVES

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

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



Notice of Work

0200251 - DL808 QCD Masset S&G Pit

Tracking Number: 100226466

Applicant Information

If approved, will the authorization be issued to an Individual or Company/Organization? Individual
Are you the Individual this application will be issued to? No
What is your relationship to the individual? Representative

APPLICANT CONTACT INFORMATION

Applicant is an Individual or an Organization to whom this authorization Permit / Tenure / Licence will be issued, if approved.

Name: Randolph O'Brien
Phone: 250-557-4464
Daytime Phone:
Fax: 250-557-4306
Email: randy@obrienlogging.com
Mailing Address: PO BOX 293
Port Clements BC V0T 1R0

REPRESENTATIVE INFORMATION

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

Name: O'BRIEN ROAD & BRIDGE MAINTENANCE LTD.
Doing Business As:
Phone: 250-557-4282
Fax: 250-557-4306
Email: obrqcm@qcislands.net
BC Incorporation Number:
Extra Provincial Inc. No: Port Clements
Society Number:
GST Registration Number:
Contact Name: Greg Donald Stewart
Mailing Address: PO BOX 280
Port Clements BC V0T 1R0
Letter(s) Attached: Yes (Letter of Representantion Masset pit.pdf)

CORRESPONDENCE E-MAIL ADDRESS

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

Email: brock@obrienlogging.com
Contact Name: Brock Storry

TECHNICAL INFORMATION

APPLICATION INFORMATION

Type of Notice of Work: Sand & Gravel
Is this a New Permit or an Amendment to an existing permit for this property? Amendment

MINE INFORMATION

Do you have an existing mine number? Yes Mine Number: 0200251
Name of the property: DL808 QCD Masset S&G Pit
Tenure Numbers: 6403769
Crown Grant / District Lot Numbers: DL808 Queen Charlotte District

Directions to site from nearest municipality:	Approximately 3.8km south of the Village of Masset on Highway 16 Haida Gwaii
Geographic Coordinates of Mine:	Latitude: 53.9689690 Longitude: -132.1115890
Maximum Annual Tonnage Extracted:	22500 tonnes

INFORMATION ABOUT PROPOSED ACTIVITIES

Activities to be undertaken: Sand & Gravel / Quarry Operations

FIRST AID

Proposed First Aid equipment on site:	Level 2 first aid kit
Level of First Aid Certificate held by attendant:	Occupational First Aid Level 1 with Transportation Endorsement

DESCRIPTION OF WORK PROGRAM

If you prefer to upload a document, please enter "see attached document" and attach the document in the "Document Upload" step later in the application under "Other".

Sufficient details of your work program to enable a good understanding of the types and scope of the activities that will be conducted:

Strip and dig existing ground with excavator, pile existing surface overburden materials , excavation of usable materials for screening, stockpiling, or hauling as required.

TIME OF PROPOSED ACTIVITIES

Proposed start and end date: Sep 18, 2018 to Apr 1, 2042

Please remember that you need to give 10 days notice to the Inspector of Mines of your intention to start work, and 7 days notice of your intention to stop work.

ACCESS

Access presently gated:	Yes
Key provided to the Inspector:	No

Be sure to provide the inspector with a key to the gate.

PRESENT STATE OF LAND

Please identify what the present state of the land is where you would like to undertake your activities. If some of the questions do not apply to you please enter n/a in the space provided.

Present condition of the land:	This is an established operating gravel quarry and previously logged forest.
Type of vegetation:	Brush and small trees.
Physiography:	Working quarry and logged off timber area.
Current means of access:	Existing access road.
Old equipment:	N/A
Recreational trails / use:	N/A

ACCESS TO TENURE

Do you need to build a road, create stream crossings or other surface disturbance that will not be on your tenure? No

LAND OWNERSHIP

Application area in a community watershed: No
Proposed activities on private land: No

Proposed activities on Crown land: Yes
Licence of Occupation: Yes
Licence of Occupation number(s): Tracking number 100207110 to renew Tenure 6403769

Activities in a park: No

CULTURAL HERITAGE RESOURCES

Cultural Heritage applies to a large spectrum of heritage resources that is defined as "an object, a site or the location of a traditional societal practice that is of historical, cultural or archaeological significance to British Columbia, a community or an aboriginal people."

The Archaeology Branch of the Ministry of Forests, Land and Natural Resource Operations is responsible for the administration of the Heritage Conservation Act as it applies to archaeological sites. The Archaeology Branch has developed guidelines for companies engaged in natural resource extraction to aid in planning for and avoiding or managing impacts to protected archaeological sites.

Are you aware of any protected archaeological sites that may be affected by the proposed project? No

FIRST NATIONS ENGAGEMENT

In making decisions on authorizations, the government will be fulfilling its responsibility to consult, and where appropriate, accommodate First Nations. The government takes this responsibility seriously and encourages the applicant to engage First Nations early and often as part of any planned development.

Establishing good relations with First Nations who might be affected by a proposed development is a key part of any successful mining operation. The Ministry of Energy and Mines encourages applicants to engage and information share with First Nations that might be affected by a proposed development prior to submitting an application. The earlier in the life of a proposed activity that the avenues of communication are established the greater the likelihood that the relationships formed will be constructive and beneficial to all parties. A lack of information sharing and engagement by the applicant may result in extended timeframes for decision.

Applicants should keep a detailed record of information sharing and engagement with First Nations on their project in the event the government needs to review it. Information on First Nations information sharing and engagement should include the following: a list of First Nations contacted, whether the activity was modified based on feedback from First Nations, and whether the applicant has entered into any informal or formal agreements with First Nations in connection with the project.

The Consultative Areas Database Public Map Service is an online, interactive mapping tool that allows you to identify First Nations who have treaty rights or asserted or proven rights or title on the land base. More information can be found at <http://maps.gov.bc.ca/ess/sv/cadb/>.

Have you shared information and engaged with First Nations in the area of the proposed activity? No

SAND & GRAVEL / QUARRY OPERATIONS

MAPS

All plans and sections must indicate the scale and orientation of the drawing and must include:

1) Plan View of Proposed Development illustrating:

- Property boundaries and set back of excavation from property boundary

- Watercourses and drainage (wet, dry or intermittent) on the property and within 150 metres of its boundaries
- All previous surface workings, the final boundaries of proposed excavation, and boundaries of excavation at the end of development described in the Notice of Work
- Access roads, including development roads within the pit and access to the public roads
- All proposed and existing stockpiles (topsoil, overburden, product etc.)
- All settling ponds (for both surface run off and process water) and source of process water
- Buildings and other facilities (fuel/lubricant storage, sanitary facilities, weigh scale, etc.)
- Sediment control structures and the location of any point discharges from the property
- Fencing, berms and/or vegetative buffers.

2) Cross and longitudinal sections of Proposed Development illustrating:

- The original land surface and, if applicable, the groundwater table elevation
- Typical configuration during mining, indicating angle of slope and, where applicable, bench locations
- Proposed configuration on completion of reclamation

3) A copy of the land title/crown land tenure map must be provided.

SOIL CONSERVATION

Average depth of overburden:	0.50 m
Average depth of topsoil:	0.30 m
Measures to stabilize soil overburden stockpiles and control noxious weeds:	Stockpiles are and will continue to be on level ground, will conduct regular noxious weed assessments and control as required.

LAND USE

Is the site within the Agricultural Land Reserve?	No
Does the local government have a Soil Removal Bylaw?	No
Official Community Plan for the site:	N/A
Current land use zoning for the site:	N/A
Proposed end land use is:	N/A
Estimate total minable reserves over the life of the mine:	500,000 tonnes
Estimate annual extraction from site:	22,500 tonnes/year

Application must be made to the Environmental Assessment Office if estimated extraction for sand/gravel production is 500,000 tonnes/year or 1,000,000 tonnes over 4 years; or if estimated extraction is 250,000 tonnes/year for quarried product.

ACTIVITIES

Click on the "Add Activity" button to add one or more activities. Select your activity out of the list and enter the tonnes, the total disturbed area and the total merchantable timber volume.

Please note that you must notify the Inspector at least two weeks before if you are planning to bring a crusher on site.

Activity	Total Disturbed Area (ha)	Merchantable timber volume (m³)
Excavation of Pit Run	4.00	0.00
Mechanical Screening	0.80	0.00
Total:	4.80	0.00

Is the work year round or only seasonal?	Intermittent
Brief description of operation, including proposed work schedule:	There is no ongoing activity planned, the site is accessed based on needs and requirements of materials.

RECLAMATION PROGRAM

Describe the proposed reclamation and timing for this specific activity:	All overburden and topsoil has been and will continue to be retained on site. All these materials will be used in the reclamation of the site. The site does not lend itself to progressive reclamation and reclamation will be carried out when the site is exhausted of usable material.
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If backfilling of pits or pit slopes is proposed in the final configuration for reclamation, details of materials to be used and placement procedures:	The materials will be the overburden and topsoil on site and will be placed using excavators and bull dozers.
Estimated cost of reclamation activities described above:	\$15,000.00
Will progressive reclamation be carried out?	No

GROUNDWATER PROTECTION

Average depth to the high groundwater table at the proposed excavation:	8.0 m
Elevation of the groundwater table was determined from:	<input type="checkbox"/> Existing area wells <input type="checkbox"/> Test pits <input type="checkbox"/> Test wells drilled for this purpose <input checked="" type="checkbox"/> Other: This site is on the top of a well draining hill, no excavation into groundwater table is anticipated.
Measures proposed to protect groundwater from potential impacts of the proposed mining activity:	This site is on the top of a well draining hill, no excavation into groundwater table is anticipated.

IMPACT MINIMIZATION

Shortest distance between proposed excavation to nearest residence:	1,300 m
Shortest distance between proposed excavation to nearest residential water source:	1,300 m
Measures proposed to prevent inadvertent access of unauthorized persons to the mine site:	Single gated access to this site
Measures proposed to minimize noise impacts of the operation:	None required, primarily daytime operations, has never been an issue.
Measures proposed to minimize the dust impacts of the operation:	None required, has never been an issue.
Measures proposed to minimize visual impacts of the operation:	Generally is an isolated semi-remote location with no public access, operation is not visible to public.

TIMBER CUTTING

Total merchantable timber volume: 0.00 m3

No TimberYou have indicated that there is no merchantable timber that will be cut. Therefore a Free Use Permit or a Licence to Cut is not required. If this is not accurate, please correct your entries.

EQUIPMENT

Click on the "Add Equipment" button to add one type of equipment at a time. All equipment must comply with the requirements of the Health, Safety and Reclamation Code.

Quantity	Type	Size / Capacity
1	Excavator	PC200 - PC400
1	Loader	624 John Deere
1	Other: Screening Plant	Powerscreen Chieftan 1700
2	Truck	Tandem

SUMMARY OF RECLAMATION

Based on the information you have provided on the previous screens the Summary of Reclamation is:

Activity	Total Affected area (ha)	Estimated cost of reclamation (\$)
Sand & Gravel / Quarry	4.80	15,000.00
Subtotal:	4.80	15,000.00
Unreclaimed disturbance from previous year:	0.00	
Disturbance planned for reclamation this year:	0.00	
Total:	4.80	15,000.00

OTHER CONTACTS

Please enter the contacts that are applicable to your application.

Contact Info	Type of Contact
Name: Randolph O'Brien Phone: 250-557-4694 Daytime Phone: 250-557-4467 Fax: 250-557-4306 Email: randy@obrienlogging.com Mailing Address: PO BOX 293 Port Clements BC V0T 1R0	Mine manager

Contact Info	Type of Contact
Name: Randolph O'Brien Doing Business As: Phone: 250-557-4467 Fax: 250-557-4306 Email: randy@obrienlogging.com BC Inc. Number: GST Registration Number: Contact Name: Brock Storry Mailing Address: PO BOX 293 Port Clements BC V0T 1R0	Permittee

Name: Randolph O'Brien Doing Business As: Phone: 250-557-4467 Fax: 250-557-4306 Email: randy@obrienlogging.com BC Inc. Number: GST Registration Number: Contact Name: Brock Storry Mailing Address: PO BOX 293 Port Clements BC V0T 1R0	Tenure Holder
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Name: Randolph O'Brien Doing Business As: Phone: 250-557-4467 Fax: 250-557-4306 Email: randy@obrienlogging.com BC Inc. Number: GST Registration Number: Contact Name: Brock Storry Mailing Address: PO BOX 293 Port Clements BC V0T 1R0	Site operator
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LOCATION INFORMATION

LAND DETAILS

Do you have the legal description of the land or the civic address then click on 'Add Land Information'.

DRAWINGS

All applications must include the appropriate maps and applications received without maps will be returned. All maps must be in colour, computer generated, with a scale, north arrow and a detailed legend.

For Mineral, Coal and Placer applications you must provide a minimum of 3 maps:

- A Location Map which must show the location of the property in relation to the nearest community with the access route from the community to the work site clearly marked;
- A Tenure Map which must show the boundaries of the tenure(s) and tenure numbers, at a scale of 1:20,000 or less;
- A Map of Proposed Work which must show topography, water courses, existing access, existing disturbance, contour lines, known cultural heritage resources and/or protected heritage property, at a scale of 1:10,000 or 1:5,000. For site specific applications the location of all proposed exploration activities must be shown; for area-based applications the work area must be shown as a polygon, with the location of all proposed exploration activities for year 1 shown, and shape files provided of the area.

For Sand & Gravel/Quarry applications you must provide a Plan View, Cross and Longitudinal Sections and a Land Title/Crown Land Tenure Map. Details of these requirements are listed in the Sand & Gravel/Quarry Operations Activity sheet.

☒ I have one or more files (PDF, JPG, PNG etc.) with my maps

MAP FILES

Do you have a PDF or image file of a drawn map? You can upload it here.

Description	Filename
2012 Tenure Map	2012 Tenure Map.pdf
Masset Pit 20k map revised 09/18/2018	12-717_MassetPit_SiteGenera...
Masset Pit 2500 Map revised 09/18/2018	12-717_MassetPit_SiteGenera...
Masset Pit 5k Map revised 09/18/2018	12-717_MassetPit_SiteSpecif...
Masset Pit Bench Layout	Masset Pit Bench Layout.pdf
Masset Pit General Location Map	Masset Pit General Location...
Masset Pit Management Plan Revised 09/05/2018	Masset Pit Management Plan_...
Masset Pit Shape Files revised 09/18/2018	MassetPitDeliverables_20180...
Masset Pit Site Plan Revised 09/05/2018	Masset Pit Site Plan_rev.pdf
Masset Pit nearest residence	Masset SG Pit Nearest Resid...

ATTACHED DOCUMENTS

Document Type	Description	Filename
Archaeological Chance Find Procedure	Masset S&G Pit Archaeological Chance Find Procedure	Archaeological Chance Find ...
Mine Emergency Response Plan	Masset S&G Pit MERP	Masset S&G Pit MERP.pdf

PRIVACY DECLARATION

PRIVACY NOTE FOR THE COLLECTION, USE AND DISCLOSURE OF PERSONAL INFORMATION

Personal information is collected by FrontCounter BC under the legal authority of section 26 (c) and 27 (1)(a)(i) of the Freedom of Information and Protection of Privacy Act (the Act).

The collection, use, and disclosure of personal information is subject to the provisions of the Act. The personal information collected by FrontCounter BC will be used to process your inquiry or application(s). It may also be shared when strictly necessary with partner agencies that are also subject to the provisions of the Act. The personal information supplied in the application package may be used for referrals or notifications as required. Personal information may be used by FrontCounter BC for survey purposes. For more information regarding the collection, use, and/or disclosure of your personal information by FrontCounter BC, please contact FrontCounter BC at 1-877-855-3222 or at:

FrontCounter BC Program Director
FrontCounter BC, Provincial Operation
441 Columbia Street
Kamloops, BC V2C 2T3

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

REFERRAL INFORMATION

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

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

Company / Organization:	O'Brien Companies
Contact Name:	Brock Storry
Contact Address:	PO BOX 293 Port Clements BC V0T 1R0
Contact Phone:	250-557-4282
Contact Email:	brock@obrienlogging.com

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

IMPORTANT NOTICES

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

DECLARATION

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

APPLICATION AND ASSOCIATED FEES

Item	Amount	Taxes	Total	Outstanding Balance
Mines Notice of Work Application Fee	\$6,000.00		\$6,000.00	\$0.00

PROJECT INFORMATION

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

APPLICANT SIGNATURE

Applicant Signature	Date
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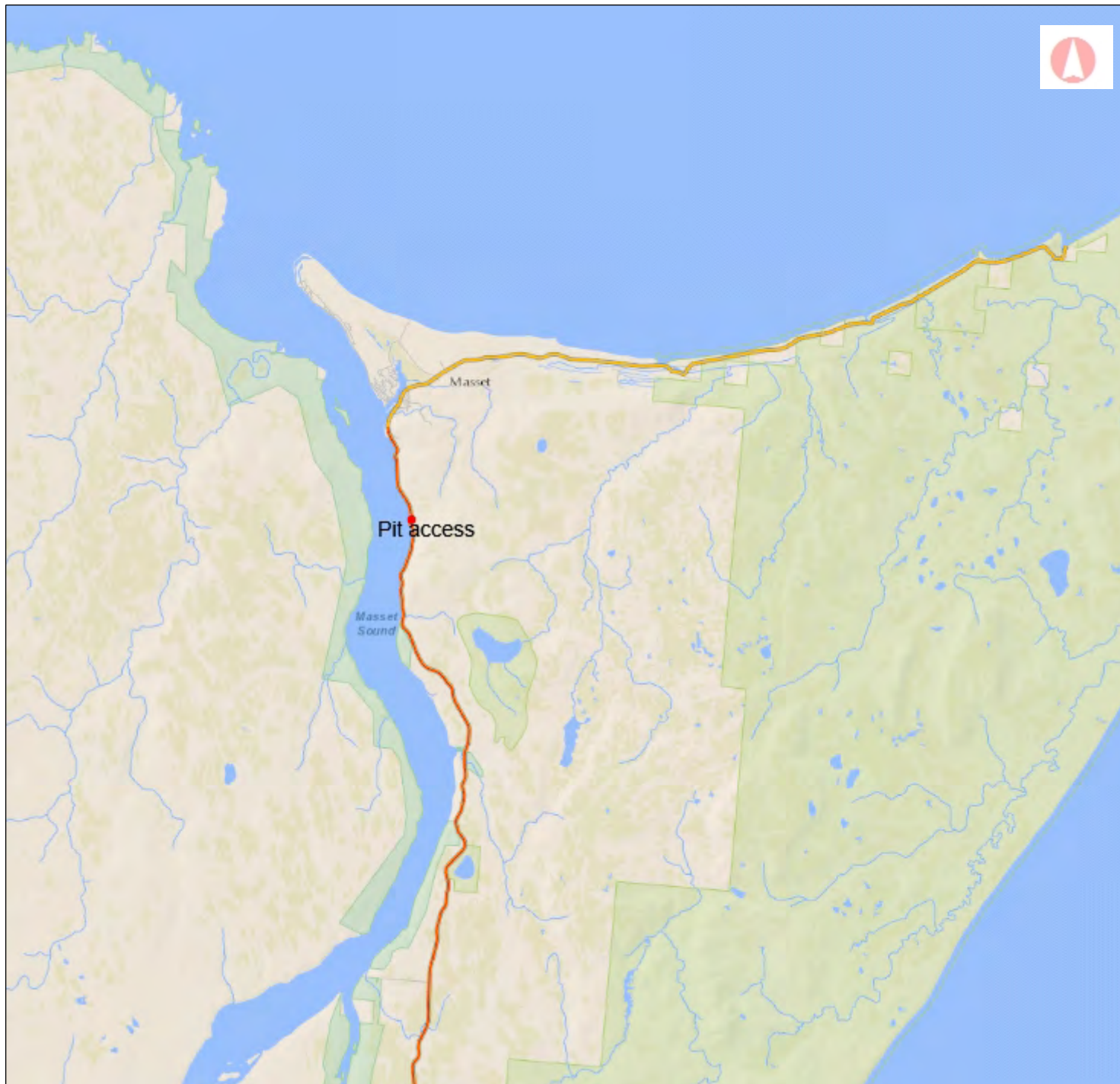
OFFICE USE ONLY		
Office Nanaimo	File Number	Project Number
	Disposition ID	Client Number

Archaeological Chance Find Procedure

Objective: To provide for the protection of cultural heritage resources in the event an artifact or item is found.

In the event an item is found follow the steps outlined below:

1. Cease all activities in the immediate proximity of the item.
2. Protect the item from further disturbance.
3. Assess the situation, and consider what further actions may be required to be taken.
4. Notify Tenure Holder: Home: 250-557-4694 Office 557-4282,
Or 24 Hour Emergency, Answering & Message Replay Service: 1-800-561-5822
5. The Tenure Holder or Representative will contact the Council of the Haida Nation Heritage and Natural Resource Department as required;
Tel: (250) 626-6058
Fax: (250) 626-6059
E-mail: laurie.whitehead@haidanation.com
6. Under no circumstances will anyone disturb, enter or resume activities in the immediate proximity of the item without prior authorization from the Tenure Holder, or representative, or a person having the training and authority to grant such permission.



iMapBC Mapping

Legend

- Landmark Kilometre Invento
- MoT
- TileCache

0 4.06 8.13 km

1: 200,000

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Datum: NAD83

Projection: NAD_1983_BC_Environment_Albers


Key Map of British Columbia



Masset S&G Pit

Nearest residence

Legend

 Access from Hwy 16 Haida Gwaii

Access from Hwy 16 Haida Gwaii

16

Nearest Residence

Trans-Canada Hwy



Masset Sand & Gravel Pit (Proposed) - License of Occupation Site General Map

Pit Features


Name

- Bench Sites
- Floor
- Product Stockpile - Sand
- Product Stockpile - Drain Rock
- Overburden Stockpile
- Proposed Overburden Stockpile
- Pit Location Boundary
- Pit Boundary 5m Buffer
- RESULTS Opening


FTEN Road Sections

- Forest Service Road
- Permit Road
- Retired Road

- Wetlands
- Rivers/Streams
- Canal
- Ditch
- River/Stream - Definite
- River/Stream - Indefinite
- River/Stream - Intermittent
- Private
- Crown Tenures
- Surveyed Parcels



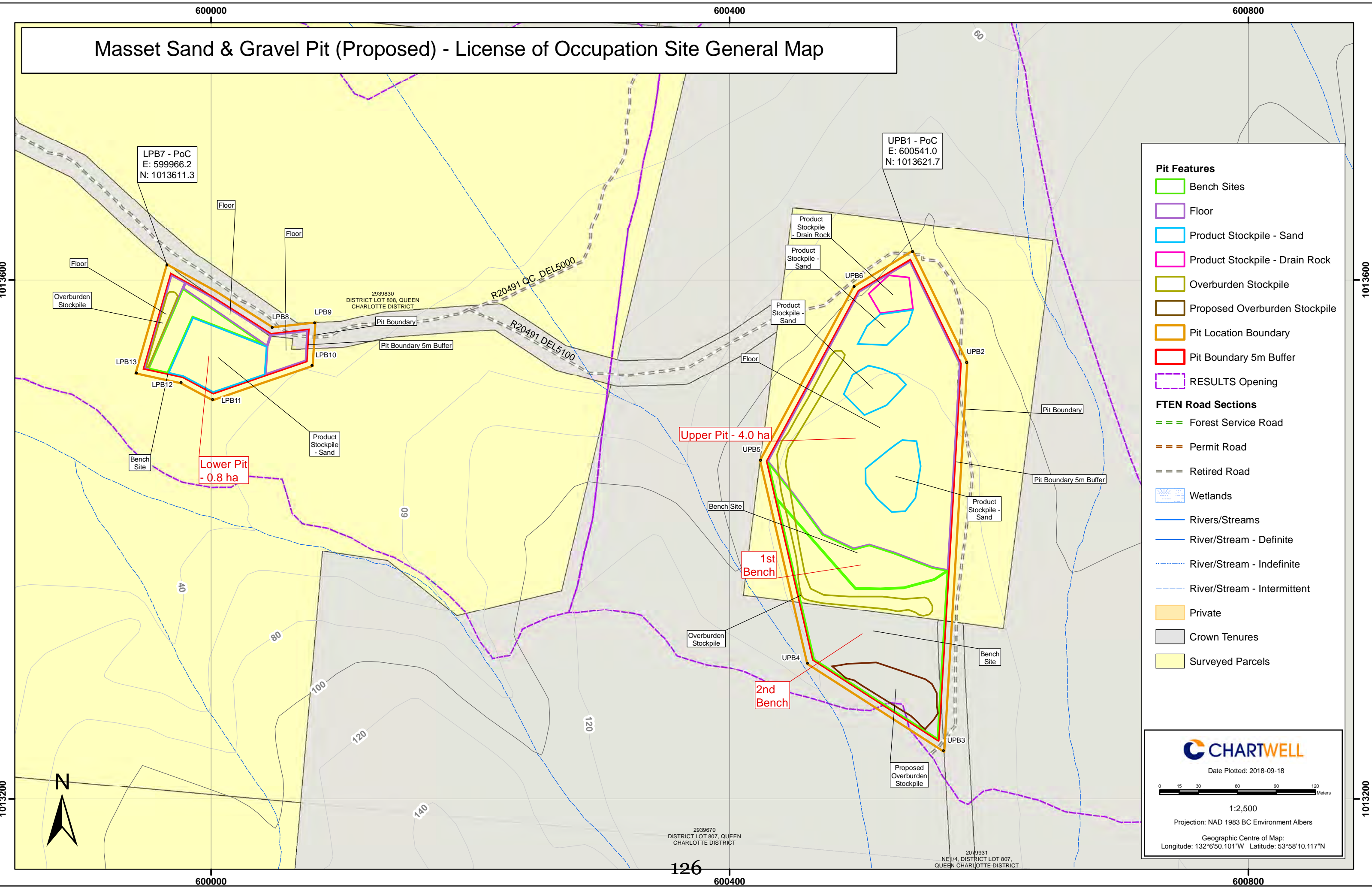
Date Plotted: 2018-09-17



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Projection: NAD 1983 BC Environment Albers
Geographic Centre of Map:
Longitude: 132°6'55.541"W Latitude: 53°58'8.432"N

Masset Sand & Gravel Pit (Proposed) - License of Occupation Site General Map



- Pit Features**
- Bench Sites
 - Floor
 - Product Stockpile - Sand
 - Product Stockpile - Drain Rock
 - Overburden Stockpile
 - Proposed Overburden Stockpile
 - Pit Location Boundary
 - Pit Boundary 5m Buffer
 - RESULTS Opening
- FTEN Road Sections**
- Forest Service Road
 - Permit Road
 - Retired Road
- Other Features**
- Wetlands
 - Rivers/Streams
 - River/Stream - Definite
 - River/Stream - Indefinite
 - River/Stream - Intermittent
 - Private
 - Crown Tenures
 - Surveyed Parcels

CHARTWELL

Date Plotted: 2018-09-18

0 15 30 60 90 120 Meters

1:2,500

Projection: NAD 1983 BC Environment Albers

Geographic Centre of Map:
Longitude: 132°6'50.101"W Latitude: 53°58'10.117"N

Masset Sand & Gravel Pit (Proposed) - License of Occupation Site General Map

Pit Features

- Bench Sites
- Floor
- Product Stockpile - Sand
- Product Stockpile - Drain Rock
- Overburden Stockpile
- Proposed Overburden Stockpile
- Pit Location Boundary
- Pit Boundary 5m Buffer
- RESULTS Opening

FTEN Road Sections

- Forest Service Road
- Permit Road
- Retired Road
- Wetlands
- Rivers/Streams
- River/Stream - Definite
- River/Stream - Indefinite
- River/Stream - Intermittent
- Private
- Crown Tenures
- Surveyed Parcels

CHARTWELL

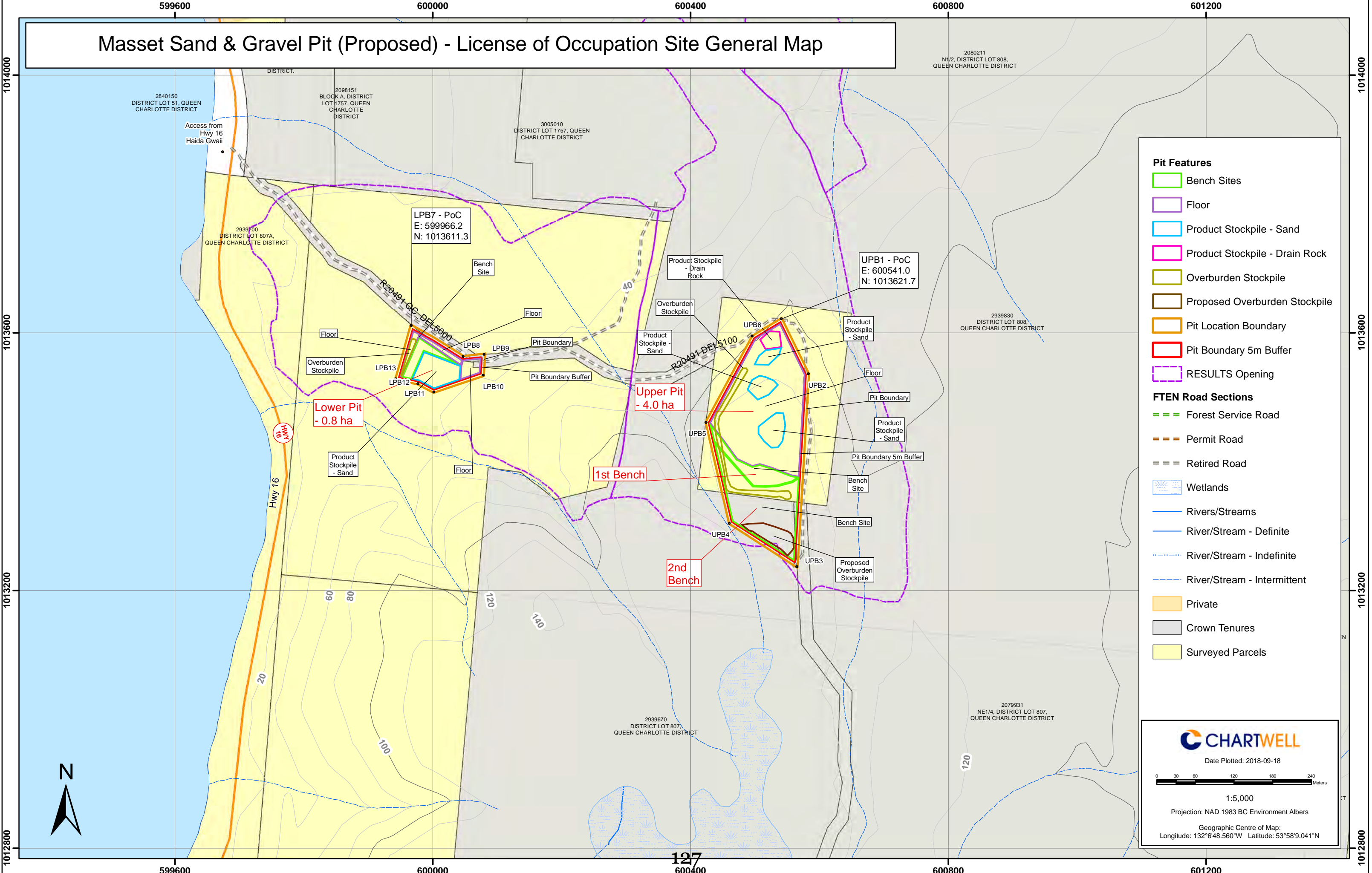
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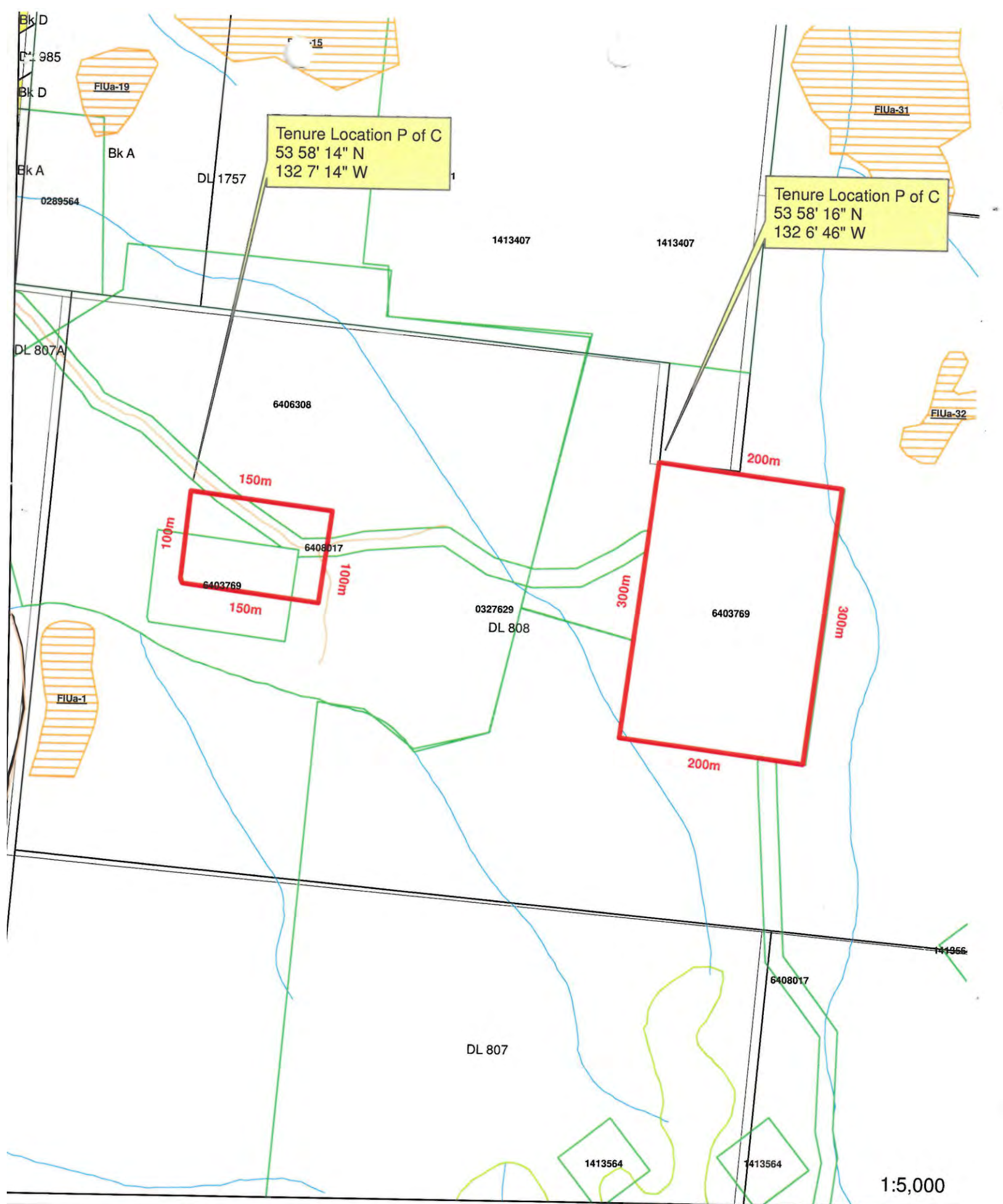
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Projection: NAD 1983 BC Environment Albers

Geographic Centre of Map:
Longitude: 132°6'48.560"W Latitude: 53°58'9.041"N





Council of the
Haida Nation



Ministry of
Forests, Lands and
Natural Resource Operations

Haida Gwaii Natural Resource District

Lands File Tenure Map 6403769, Licence of Occupation, Quarrying

Date: July 17, 2012 Prepared By: DMLouis, HGD

- Legend**
- | | | |
|--|---|---|
| 6403769 6403769 | Lakes and Ponds Lakes and Ponds | Private Land Private Land |
| Crown Land Tenures Crown Land Tenures | Rivers and Creeks Rivers and Creeks | Provincial Parks Provincial Parks |
| Resource Roads Resource Roads | | Ecological Reserves Ecological Reserves |
| Digital Road Atlas Digital Road Atlas | | Conservancy Areas Conservancy Areas |
| Airstrip and Airport Airstrip and Airport | | National Parks National Parks |
| Ferry Route Ferry Route | | Indian Reserves Indian Reserves |
| Gravel or unimproved Roads Gravel or unimproved Roads | | |
| Paved Roads Paved Roads | | |

