



**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT
REGULAR BOARD MEETING AGENDA
100 1st Avenue East, Prince Rupert, BC
Friday, August 9, 2013
7:00 p.m.**

1. CALL TO ORDER

2. CONSIDERATION OF AGENDA (additions/deletions)

3. BOARD MINUTES & BUSINESS ARISING FROM MINUTES

3.1	Minutes of the Regular Meeting of the Skeena-Queen Charlotte Regional District (SQCRD) Board held June 22, 2013	Pg 1-9
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4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

4.1	Haida Gwaii Regional Recreation Commission – June 6, 2013 Annual General Meeting Minutes	Pg 10-13
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5. DELEGATIONS

	None.	
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6. FINANCE

6.1	J. Musgrave, Administrative Assistant - Cheques payable over \$5,000 for June, 2013	Pg 14
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7. CORRESPONDENCE

7.1	Environmental Assessment Office – Environmental Assessment for proposed Pacific Northwest LNG Project	Pg 15-16
7.2	Northern BC Tourism Association – 2013 Regional Meeting	Pg 17-18
7.3	Minister of Fisheries and Oceans – Amendments to the <i>Fisheries Act</i>	Pg 19-21
7.4	Ministry of Transportation and Infrastructure – Responses to Regional District Concerns	Pg 22-23

8. REPORTS / RESOLUTIONS

8.1	L. Neville, Haida Gwaii Recreation Coordinator – Monthly Programs’ Report	Pg 24-28
8.2	J. Fraser, Deputy Corporate Officer – 2013 UBCM Convention Update	Pg 29-30
8.3	J. Merrick – Community to Community Forum (Mainland)	Pg 31
8.4	T. Des Champ, Superintendent of Waste Management – Multi-Materials BC Stewardship Program	Pg 32-41
8.5	J. Merrick, Chief Administrative Officer – Update on Status of Proposed Boundary Expansion by the City of Prince Rupert	Pg 42
8.6	J. Merrick, Chief Administrative Officer – Jungle Beach Long-term Management Plan	Pg 43-47
8.7	J. Merrick, Chief Administrative Officer – Draft Board Policy – <i>Establishing Regional District Services</i>	Pg 48-49
8.8	J. Merrick, Chief Administrative Officer – Draft Board Policy – <i>Approval for the Use of UBCM Community Works Fund and Northern Development Initiative Trust Funds Policy</i>	Pg 50-51
8.9	J. Robb, Treasurer – Support Service Allocation - Sandspit Water	Pg 52-54

9. BYLAWS

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

10.1	Two Crown Land License of Occupation Applications for Waterpower – Investigative Phase purposes, Referral No. 64869573-008 by Van Inlet Hydro Corp.; Location: Clapp Basin to Port Clements	Pg 55-97
10.2	Lax-kw’ alaams and Metlakatla – Proposed Addition of Lands to Reserve	Pg 98-104

11. NEW BUSINESS

11.1	Directors’ Reports	Verbal
11.2	Prince Rupert Gas Transmission Project and Pacific Northwest LNG – Request by both teams to update Board at UBCM Convention	Pg 105

11.3	Ministry of Forests, Lands and Natural Resources – Land Tenure for Skidegate Transfer Station Road <u>Recommendation:</u> That the Chair and Corporate Officer be authorized to sign the Land Tenure Agreement with the Province of BC for the Skidegate Transfer Station site road.	Pg 106-109
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12. OLD BUSINESS

12.1	Board Strategic Priorities July/August Review	Pg 110-112
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13. PUBLIC INPUT**14. IN-CAMERA**

That the public be excluded from the meeting according to section 90(1)(a) and (k) of the <i>Community Charter</i> – “personal information about an identifiable individual...” and “negotiations and related discussions respecting the proposed provision....”	
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15. ADJOURNMENT**NEXT MEETING:**

**SQCRD Board Meeting in Prince Rupert on
Friday, September 13th, 2013 at 7:00 p.m.**



SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

MINUTES

of the Regular Meeting of the Board of Directors of the Skeena-Queen Charlotte Regional District (SQCRD) held at the Village of Masset office (Council Chambers) in Masset on Friday, June 22, 2013.

PRESENT

Chair	B. Pages, Village of Masset	<u>PRIOR TO ADOPTION</u>
Vice Chair	D. Nobels, Electoral Area A	
Directors	A. Ashley, City of Prince Rupert N. Kinney, City of Prince Rupert D. Franzen, District of Port Edward I. Gould, Village of Port Clements L. Johnson, Alternate, Village of Queen Charlotte K. Bergman, Electoral Area C M. Racz, Electoral Area D E. Putterill, Electoral Area E	
Regrets:	C. Kulesha, Village of Queen Charlotte	
Staff:	J. Merrick, Chief Administrative Officer J. Robb, Treasurer	
Public:	4	
Media:	1	

1. **CALL TO ORDER** 10:10 am

2. AGENDA

2.1 MOVED by Director Racz, SECONDED by Director Putterill, that the agenda be adopted as amended, with the addition of the following items under New Business:

- 11.1 Director Racz – Lawnhill Community Association and the Long-term Management of Jungle Beach;
- 11.2 Director Putterill – 2013 Resolution for Submission to Union of BC Municipalities;
- 11.3 Director Putterill – Sandspit Water; and
- 11.4 Director Racz – Islands Protocol Update

AND THAT the following item be deleted:

- 5.1 Delegation: Lawnhill Community Association – Long-term Management of Jungle Beach

260-2013

CARRIED

3. MINUTES & BUSINESS ARISING FROM MINUTES**3.1 SQCRD Regular Board Meeting – May 24, 2013 Minutes**

MOVED by Director Putterill, SECONDED by Director Nobels, that the minutes of the May 24, 2013 SQCRD Regular Board meeting be adopted as presented.

261-2013**CARRIED****3.2 Rise and Report – May 24, 2013 In Camera Board Meeting**

MOVED by Director Putterill, SECONDED by Director Ashley, that Duane Gould be appointed to the Moresby Island Advisory Planning Commission for a period of two years.

262-2013**CARRIED**

MOVED by Director Putterill, SECONDED by Director Bergman, that Marie Rose Suchla be appointed to the Graham Island Advisory Planning Commission for a period of two years.

263-2013**CARRIED****4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING****4.1 Islands Area Advisory Committee – October 11, 2011 Minutes**

MOVED by Director Putterill, SECONDED by Director Gould, that the minutes of the October 11, 2011 Islands Area Advisory Committee meeting be approved as presented.

264-2013**CARRIED****4.2 Electoral Area Advisory Committee – February 28, 2013 Minutes**

MOVED by Director Franzen, SECONDED by Director Nobels, that the minutes of the February 28, 2013 Electoral Area Advisory Committee meeting be approved as presented.

265-2013**CARRIED****4.3 Electoral Area Advisory Committee – Recommendations referred to the Board from the June 13, 2013 Committee Meeting, prior to their adoption:**

MOVED by Director Putterill, SECONDED by Director Ashley, that staff draft a policy on how the Regional District shall approve grant funding requests for its Northern Development Initiative Trust and Gas Tax funding allotments.

266-2013**CARRIED**

MOVED by Director Racz, SECONDED by Director Nobels, that Northern Development Initiative Trust (NDIT) be invited to the Regional District's September Board meeting to provide updated information on the changes to the NDIT funding model.

267-2013

CARRIED

MOVED by Director Nobels, SECONDED by Director Ashley, that staff provide a report to the August Board meeting on alternative dinner arrangements to the regularly-scheduled banquet for Directors at the 2013 UBCM Convention in Vancouver.

268-2013

CARRIED

- 4.4 Moresby Island Management Committee (MIMC) – Minutes of the March 7, 2013 Committee Meeting

MOVED by Director Franzen, SECONDED by Director Ashley, that the minutes of the March 7, 2013 Moresby Island Management Committee meeting be approved as presented.

269-2013

CARRIED

- 4.5 MIMC – Minutes of the April 11, 2013 Committee Meeting

MOVED by Director Putterill, SECONDED by Director Gould, that the minutes from the April 11, 2013 Moresby Island Management Committee meeting be approved as presented.

270-2013

CARRIED

- 4.6 MIMC Committee Report – Sandspit Water Quality Issues and Treatment Options

MOVED by Director Ashley, SECONDED by Director Racz, that the report from Moresby Island Management Committee regarding Sandspit Water Quality Issues and Treatment Options be received and filed.

271-2013

CARRIED

5. DELEGATION

- 5.1 Lori Wiedeman, District Manager Skeena Region – Ministry of Transportation and Infrastructure

Lori Wiedeman, District Manager of the Skeena Region with the Ministry of Transportation and Infrastructure (MOTI) appeared as a delegation before the Board.

With respect to Haida Gwaii, the Board brought up the following issues of concern:

- Highway condition between Masset and Port Clements is deteriorating, as well as Lawn Hill Road;
- Line painting on the Islands is disappointing and the Board would like to see a more coordinated effort to get this work done;
- Would like to see MOTI work with the community of Masset to develop a legitimate pull-off area on the evacuation route for safety purposes;

- Would like to see road maintenance work plans scheduled for each area in advance to help communities be better prepared; and
- Enquired as to how to obtain road signage for Electoral Area D.

With respect to the Mainland, the Board brought up the following:

- In terms of the highway between Terrace and Prince Rupert, the Board would like to see increased accountability by the service provider to ensure safer winter driving conditions; and
- Electoral Areas A and C would also like to see the work plans for the service provider for their areas to be better prepared for it. Electoral Area A residents have not seen new gravel on their roads for five years and ditching has not been done in over a decade.

Ms. Wiedeman spoke to the concerns and will follow up and report back to staff.

The Chair thanked Ms. Wiedeman for her presentation.

6. FINANCE

- 6.1 J. Robb, Treasurer – 2012 Statement of Financial Information/Audited Financial Statements

MOVED by Director Gould, SECONDED by Director Franzen, that the Board receives the report “2012 Statement of Financial Information”;

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

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

272-2013

CARRIED

- 6.2 J. Musgrave, Administrative Assistant - Cheques Payable over \$5,000 for May, 2013

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

273-2013

CARRIED

7. CORRESPONDENCE

- 7.1 Province of BC Environmental Assessment Office – Notification of Environmental Assessment Initiated for Prince Rupert Gas Transmission Project

MOVED by Director Gould, SECONDED by Director Putterill, that the correspondence from the Province of BC Environmental Assessment Office regarding Notification of Environmental Assessment Initiated for Prince Rupert Gas Transmission Project be received and filed;

274-2013

CARRIED

MOVED by Director Putterill. SECONDED by Director Nobels, that a letter be sent to the provincial and federal governments regarding the lack of local government resources available to deal with the regulatory processes involved with the various Liquid Natural Gas proposals in the area, such as the Environment Assessment process.

275-2013

CARRIED

8. REPORTS – RESOLUTIONS

8.1 J. Merrick, CAO – Strategic Priorities - June 2013 Review

MOVED by Director Gould, SECONDED by Director Ashley, that the Board receives the staff report entitled “Strategic Priorities – June 2013 Review”;

276-2013

CARRIED

MOVED by Director Ashley, SECONDED by Director Putterill, that staff arrange meetings with the relevant ministries during the 2013 UBCM Convention, related to the following “Regional Leadership and Advocacy Actions” of the 2013-2014 Strategic Priorities:

- Developing and advocating for a Regional District strategy that addresses the rising cost of travelling on BC Ferries, as well as other transportation costs and expenses impacting all the communities on the North Coast; and
- Developing a Regional District plan that advocates for more revenue sharing for our communities based on the natural resources that are being extracted from the area.

277-2013

CARRIED

8.2 J. Merrick, Chief Administrative Officer – Sandspit Water Update

MOVED by Director Franzen, SECONDED by Director Kinney, that the Board receives the staff report entitled “Sandspit Water Update”;

AND THAT, in keeping with the following, the Moresby Island Management Committee be directed to provide all relevant documentation it has pertaining to the water quality issue to Regional District staff, including water testing reports and correspondence:

- Regional District maintaining “care and control”, which is a Municipal Insurance Association coverage requirement, and
- Accountability Standards for Regional District Committees and Commissions Board policy.

278-2013

CARRIED

MOVED BY Director Putterill, SECONDED by Director Gould, that staff continue to follow up on the status of the Infrastructure Planning Grant for Sandspit Water;

AND THAT, once grant funding is received, staff report back to the Board regarding the hiring of a qualified engineer to perform a feasibility study.

279-2013

CARRIED

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

MOVED by Director Gould, SECONDED by Director Nobels, that the staff report entitled “Boundary Expansion Recommended Response” be received;

AND THAT the Board not support the boundary expansion, as proposed, as it is not in the overall best interest for the Electoral Areas or the Regional District as a whole;

AND FURTHER THAT the staff report and attachments be sent to the City of Prince Rupert and the Ministry of Community, Sport and Cultural Development as part of their official response to the proposed boundary expansion.

280-2013**CARRIED**

Director Kinney and Director Ashley opposed.

8.4 T. Des Champ, Superintendent of Waste Management – Regional Recycling Transfer Station

MOVED by Director Ashley, SECONDED by Director Nobels, that the staff report entitled “Recycling Transfer Station Update be received;

AND THAT the Board approves the use of up to \$30,500 of Gas Tax funds for the balance of the recycling transfer station project;

AND FURTHER THAT the Regional (Mainland) Recycling budget be amended to include \$74,000 as a capital expenditure with offsetting funding comprised of the following:

- \$18,000 Prince Rupert Port Authority grant funding;
- \$17,500 City of Prince Rupert (in-kind contribution)
- \$30,500 Gas Tax funds; and
- \$ 8,000 Sale of Recycling Baler.

281 -2013**CARRIED****8.5 J. Fraser, Deputy Corporate Officer – Draft Directors Allowance for Electronic Devices Policy**

MOVED by Director Nobels, SECONDED by Director Kinney, that the draft Directors Allowance for Electronic Devices policy be received;

AND THAT the Board policy be adopted as amended, with the inclusion that the allowance be paid on an annual basis.

282-2013**CARRIED****8.6 J. Fraser, Deputy Corporate Officer – Draft Directors’ Report Policy**

MOVED by Director Franzen, SECONDED by Director Ashley, that the draft Directors Report Policy be received;

AND THAT the Board policy be adopted as presented.

283-2013**CARRIED**

- 8.7 J. Musgrave, Administrative Assistant – Support for the Participation of the “ShakeOut BC Drill”

MOVED by Director Ashley, SECONDED by Director Nobels, that the staff report entitled “Support for Participation of the ShakeOut BC Drill”;

AND THAT the Board hereby approves participating in the “Great BC ShakeOut” on October 17, 2013 at 10:17am.

284-2013**CARRIED****9. BYLAWS**

None.

10. LAND REFERRALS/PLANNING

None.

11. NEW BUSINESS

- 11.1 Director Racz – Lawnhill Community Association and the Long-term Management of Jungle Beach

MOVED by Director Racz, SECONDED by Director Ashley, that the correspondence from the Lawnhill Community be received;

AND THAT staff report back to the Board on recommendations for the long-term management plan for Jungle Beach.

285-2013**CARRIED**

- 11.2 Director Putterill – 2013 UBCM Resolution

MOVED by Director Nobels, SECONDED by Director Racz, that the following resolution be forwarded to the Union of BC Municipalities for inclusion at the 2013 Convention:

Coastal Ferries: Fiscal Fairness & Long Term Strategy

WHEREAS the Union of BC Municipalities (UBCM) has requested that the Province abandons any plans to increase fares and/or reduce core ferry service levels, as such actions would have irreparable negative impacts on the economic well-being of Coastal British Columbia;

AND WHEREAS the UBCM has called on the Province to implement legislation that recognizes our coastal ferry services as essential extensions of our public highway system and ensures fiscal fairness between BC's terrestrial and marine highway systems;

AND WHEREAS the UBCM has requested that the Province develops a ferry services strategy that supports the sustainability of island economies and the coastal ferry service;

AND WHEREAS over the past year the Province has (a) failed to implement a ferry services strategy, (b) allowed the rapid escalation of ferry fares, and (c) began to implement a plan to slash services to ferry dependent communities;

THEREFORE BE IT RESOLVED that UBCM continues to lobby the Province to:

1. Work co-operatively with coastal communities on implementing a long term strategy for the ferry system that supports the strengthening and sustainability of island economies and the coastal ferry service;
2. Implement legislation that recognizes the ferry system as an extension of our highway system and ensures fiscal fairness between the marine and terrestrial components of our highway system; and
3. Freeze ferry fares and service levels at 2013 levels until such time as the legislation and strategy are implemented.

286-2013

CARRIED

MOVED by Director Gould, SECONDED by Director Ashley, that Resolution 286-2013 submitted to UBCM concerning "Coastal Ferries: Fiscal Fairness and Long-term Strategy" be circulated to the Regional District's member municipalities and area local government associations for support.

287-2013

CARRIED

11.3 Director Putterill – Sandspit Water

MOVED by Director Gould, SECONDED by Director Putterill, that staff investigates and provide a report to the August 9th Board meeting on ways to reduce the administrative costs of the Sandspit Water.

288-2013

CARRIED

11.4 Director Racz – Islands Protocol Update.

Director Racz provided an update on the Islands Protocol and discussed with staff the potential to apply to the Community to Community Forum for funding to support the process.

12. OLD BUSINESS

12.1 Director Putterill – Accountability Standards for Regional District Committees and Commissions

No recommendation made.

13. PUBLIC INPUT

There were three questions from the public.

15. ADJOURNMENT

MOVED by Director Nobels, SECONDED by Director Ashley, that the meeting be adjourned at 12:40 p.m.

289-2013**CARRIED**

Approved and adopted:

Certified correct:

Barry Pages
Chair

Joan Merrick
Chief Administrative Officer

HAIDA GWAI
REGIONAL RECREATION COMMISSION

Annual General Meeting - Regular
Thursday, June 6th at 5:00pm
Haida House at T'laall, Beitush Road, Tlell

Present

Staff:

Lucy Neville – Haida Gwaii Recreation Coordinator
Pamela Richardson – Interim Coordinator/ASSI Coordinator
Shirley Kricheldorf – Bookkeeper/Recording Secretary

Commissioners:

Laurie Chisholm – Sandspit Commissioner
Darcy Pollard – Skidegate Commissioner
Margaret Youngson – Masset Commissioner
Shawna McLeod – Queen Charlotte Commissioner
Amber Bellis – Port Clements Commissioner

Sends Regrets:

Kris Olsen – Member-At-Large
Laura Williams – Old Massett Commissioner
Dennis Baran – Member-at-Large

A quorum is present and has been declared.

- 1) **Call to Order** – 5:32 p.m. by Lucy Neville; a quorum is present and has been declared.
- 2) **Adoption of the Agenda**
 - a. No amendments.Motioned by Laurie C, 2nd by Darcy P. to adopt the agenda. CARRIED
- 3) **Adoption of the November 2012 Quarterly Commission Meeting Minutes**- as presented
Motioned by Shawna M, 2nd by Amber B. to adopt the minutes of the November 2012 Quarterly Commission Meeting Minutes. CARRIED
- 4) **Business Arising from Minutes**
 - a. No business arising from minutes.Motioned by Darcy P., 2nd by Laurie C. to adopt the minutes as presented. CARRIED
- 5) **Reports and Discussions**

- a. **January – April Month Ends – Interim Coordinator Brief –**
Pamela briefed the members on the highlights of the past quarter;
- Red Cross Babysitting course – 52 youth took part;
 - Senior's Alternate Fitness in four island communities;
 - approval of \$22,000 grant for the Summer Program to take place in four communities for K-Gr 7.

Commissioners present commented on the excellent transition while the Interim Coordinator was in office.

Motioned by Darcy P. and 2nd by Amber B. to accept the quarterly update.

CARRIED

- b. **May Month End & Stats Report – Coordinator's Report –**

Lucy reported on the May highlights;

- i. Program expansion and increased numbers including: Bike-Repsych and Kickboxing.
- ii. Increase in programming due to opening of new HG Rec Building for program use and venue rental: Mother Goose, Stretch Program, Vinyasa Yoga and Bellydance.
- iii. ASSI ran many programs throughout May and will be expanding to ALM and QCSS in September of 2013; with the departure of Pamela this month it was decided to hire two replacements – a north and south end coordinator to allow for less travel time and more programming time;
- iv. HGRRC Program Statistics for past year (2012) – as per written report distributed – highlights were Expression Session attendees; Shito Ryu Karate thanks to the efforts of Deavlan Bradley; Masset movie attendance down but Port up; Bike Re-Psych very popular; Girl's Club attendance explosion – opportunities for youth from OM, Masset & Port to interact; 23 Events attended; increase in total participants/sessions from 4,881 in 2011 to 6,183 in 2013; Instructors hired in 2011 was 55 and increased to 71 in 2012; huge investments in capacity building;
- v. Laurie Chisholm mentioned that ALM is very receptive to doing more outdoor programs and Sandspit is also in early stages of planning a triathlon that would include kayaking – Lucy offered again to provide assistance with insurance, venue booking, advertising and event registration.

Motioned by Shawn M. and 2nd by Darcy P. to accept reports as presented.

CARRIED

- c. **2012 Year-End Financial Report –** Shirley presented the 2012 as distributed with a short explanation of lower rent and internet since the move to GMD

Motioned by Laurie C. and 2nd by Darcy P. to accept report as presented.

CARRIED

- d. **2013 First Quarter Financial Report** – Shirley presented the First quarter financial report as distributed with a short explanation on the mandatory employee contributions for the bookkeeper position not being included as part of the approved budget. This may be forthcoming but it is something to keep in mind as we may need to adjust the other categories to cover those expenses. Explained purchase of shelving and large toner cartridge purchase in January as resulting in overages in supplies category for the first quarter.

Motioned by Shawna M. and 2nd by Marg Y. to accept report as presented.

CARRIED

6) **Old Business**

- a. Moresby Island Travel Fund – Lucy gave the background on this fund now being included as a Core budget line item expense, which frees up all-island program revenue for all-island community reinvestment.
- b. Member-At-Large Position Update – Dennis Baran has been approved as the Member-At-Large but has not attended meetings. Heather Brule has indicated that she would like to volunteer to be the alternate and will talk to Dennis regarding his resignation and her application.

Motioned by Darcy P. and 2nd by Laurie C. to accept this update.

CARRIED

- c. Northern Savings Credit Union – Update – Signing authority for BMO debit card is based on two signatures, and a revamped Small Business design which includes 2-signer security features. Lucy will get the necessary paperwork from NSCU.

Motioned by Laurie C. and 2nd by Darcy P. to accept the update.

CARRIED

7) **New Business**

- a. Coordinator's Return
- b. ASSI Coordinator's Return and Departure – Programs ending June 24th, Pamela's last day of work will be July 4th. She will be using banked hours up; two coordinators will be working 15 hours each
- c. SQCRD Bylaw Update – package from Regional District was discussed and debriefed; SQCRD will be reviewing how their sub-committees and commissions are operating and reporting and reviewing their by-laws. Noted that we need to have extra insurance for the Agate Man Mini Triathlon.

8) **Open Discussion - none**

9) **Adjournment and Next Meeting Date**

Motion to adjourn by Laurie C. Meeting adjourned at 7:07.

Haida Gwaii Regional Recreation Commission
2012 FINAL QUARTER CORE SPENDING REPORT

Operating Costs			BUDGET
Rent (reduced to \$350 after move)*	\$450.00	/month	5,400.00
Office	Postage		1,100.00
	Supplies/Gen		2,300.00
	Bank Charges		120.00
Casual Assistants	\$20.00	4 - hr wk	4,160.00
Bookkeeper	\$20.00	10 - hr wk	10,400.00
	Holiday	4.00%	416.00
	CPP	4.95%	514.80
	EI*	1.73%	179.92
	WCB	1.12%	116.48
EI employer rate s/b 2.57% and will be changed for next budget			
WCB now 1.01%, will adj next budget			
Advertising			10,840.00
Telephone and Fax			1,850.00
Internet**			900.00
Website Maintenance			600.00
Commissioner's Travel /Meetings			2,000.00
Co-ordinator's Travel /Meetings			3,200.00
BCRPA Training			2,600.00
Special Events			800.00
Office Relocation			728.80
Total - Haida Gwaii Regional Recreation Commission (HG Rec)			\$ 48,226.00

Projected 12 Months	Actual 12 mths	DIFFERENCE +/-
5,400.00	4,538.16	861.84
1,100.00	661.15	438.85
2,300.00	2,165.97	134.03
120.00	127.70	-7.70
4,160.00	3,822.50	337.50
10,400.00	6,739.20	3660.80
416.00	152.00	264.00
514.80	370.15	144.65
179.92	260.84	-80.92
116.48	100.20	16.28
10,840.00	11,118.50	-278.50
1,850.00	1,383.42	466.58
900.00	157.99	742.01
600.00	21.10	578.90
2,000.00	1,990.53	9.47
3,200.00	5,700.54	-2500.54
2,600.00	2,695.00	-95.00
800.00	475.59	324.41
728.80	671.50	57.30
\$ 48,226.00	43,152.04	5073.96

* Rent reduced by \$100 per month in June and it now includes internet, last month at Village of Masset paid in a previous fiscal year.

** Internet now included in rent, since move to GMD June 1st

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

Payable To	Date	Amount	Purpose
Big Red Enterprises Ltd.	7-Jun	\$15,442.17	May, 2013 Garbage Collection Contract
Harbour Machining	19-Jun	\$7,208.33	Baler Servicing & Repairs (4 invoices)
Prince Rupert Archives	27-Jun	\$15,000.00	Second Installment of 2013 Grant
Receiver General	3-Jun	\$11,527.04	Payroll Remittance (PP11-2013)
Municipal Pension Plan	10-Jun	\$5,083.92	PP11-2013 MPP Remittance
Municipal Pension Plan	17-Jun	\$5,354.03	PP12-2013 MPP Remittance
Receiver General	14-Jun	\$9,609.79	Payroll Remittance (PP12-2013)
Receiver General	28-Jun	\$11,688.07	Payroll Remittance (PP13-2013)
Municipal Pension Plan	28-Jun	\$5,126.27	PP13-2013 MPP Remittance

TOTAL CHEQUES OVER \$5,000: \$86,039.62

RECEIVED

JUL 19 2013

SKEENA-QUEEN CHARLOTTE
REGIONAL DISTRICT

File: 30050-20/PNLNG-05-03

Ref: 103052

July 16, 2013

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

Dear Chair Pages:

I am writing to notify you that British Columbia's environmental assessment (EA) for Pacific Northwest LNG (proposed Project) proposed by Pacific Northwest LNG Limited Partnership, has been initiated under section 10(1)(c) of the *Environmental Assessment Act*.

The proposed Project would involve the development of a liquefied natural gas facility primarily located on Lelu Island at the Port of Prince Rupert. The proposed Project includes the construction of the natural gas liquefaction plant and associated marine berths and infrastructure facilities to export liquefied natural gas to international markets. Further information on the proposed Project is available on our website at www.eao.gov.bc.ca.

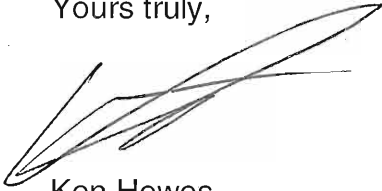
The proposed Project is currently in the early stages of the EA and the public will be provided with opportunities to comment on the proposed Project at various points during the EA. The proposed Project is subject to review under the *Canadian Environmental Assessment Act 2012*, and the provincial and federal agencies will work together to ensure an effective and efficient environmental review, which will result in a coordinated EA. Coordination means that the federal and provincial governments will work cooperatively to align their two separate EA processes. Each respective government will make its own decisions on issuance of an EA certificate. The Canadian Environmental Assessment Agency finalized the Environmental Impact Statement Guidelines for the proposed Project on June 7, 2013.

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

..../2

Please contact me by telephone at 250-387-2445, or by email at Kenneth.Howes@gov.bc.ca if you have questions.

Yours truly,

A handwritten signature in black ink, appearing to read 'Ken Howes', with a stylized, sweeping flourish extending from the end.

Ken Howes
Project Assessment Manager

cc: Jack Smith
Project Manager
Canadian Environmental Assessment Agency

RECEIVED

JUN 26 2013

SKEENA-QUEEN CHARLOTTE
REGIONAL DISTRICT

Northern
British Columbia
REGION



SUPER, NATURAL
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CANADA

June 17, 2013

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

Re: 2013 Northern BC Tourism Association AGM and Regional Meetings

Dear Chair Pages and Board

In recent years, we've had requests from stakeholders to hold the Northern BC Tourism Association meetings "closer to their home". In response, we have decided to take our 2013 conference on the road. We will return to the traditional AGM and Conference format in Prince George in the fall of 2014 just prior to the region welcoming the Nation for the 2015 Prince George Canada Winter Games.

It is our pleasure to invite you to attend the 2013 Northern BC Tourism Association (NBCTA) Regional Meeting for Northwest BC. The event is being held October 9, 2013 at the Hudson Bay Lodge in Smithers.

The agenda is designed to focus on tourism in your region and we would be delighted if a representative from the Skeena Queen Charlotte Regional District was able to attend. A copy of the preliminary agenda is enclosed.

To register for the event or for further information, please visit www.nbctagm.com. We look forward to seeing you there!

Sincerely,

Anthony Everett, CEO

NORTHERN BRITISH COLUMBIA TOURISM ASSOCIATION

Main Office 1274 5th Ave, Prince George, British Columbia V2L 3L2 • Tel: 250-561-0432 • Fax: 250-561-0450

Northeast Office 9523 100th St, Fort St. John, British Columbia V1J 4N4 • Tel: 250-785-2544 • Fax: 250-785-4424

Prince Rupert Office 110 1st Ave, Prince Rupert, British Columbia V8J 1A8 • Tel: 250-627-8990 • Fax: 250-627-5105

info@nbctourism.com • www.nbctourismregion.com

AGENDA

Northern BC Tourism AGM & Regional Meetings 2013

Wednesday, October 9

Smithers, Hudson Bay Lodge

9:00 – 9:30	Continental breakfast and networking
9:30 – 9:45	Welcoming Remarks
9:45 – 10:15	NBCTA Update <i>Anthony Everett, CEO</i>
10:15 – 10:45	Destination BC <i>Speaker to be announced</i>
10:45 – Noon	2015 Canada Winter Games Northern Engagement Program <i>Mike Davis, Canada Winter Games Society</i>
Noon – 1:15	Lunch, Regional Success Story & Regional Innovation Award
1:15 – 1:30	Northern BC Tourism AGM
1:30 – 2:00	Salmon Trails <i>Fergus Tomlin, Salmon Trails</i>
2:00 – 2:20	Welcoming New Immigrants to the Local Workforce <i>Kimberley Lipscombe, Smithers Community Services Association</i>
2:20 – 3:00	The Current Labour Market and How it Affects Your Business <i>Go 2</i>
3:00 – 3:15	Refreshment Break
3:15 – 4:00	Aboriginal Tourism <i>Keith Henry, CEO, Aboriginal Tourism BC</i>
4:00 – 4:30	Closing Remarks and Silent Auction Results





RECEIVED

Ottawa, Canada K1A 0E6

JUL - 3 2013

JUL 10 2013

SKEENA-QUEEN CHARLOTTE
REGIONAL DISTRICT

Mr. Barry Pages
Chair
Skeena-Queen Charlotte Regional District
100 - 1st Avenue East
Prince Rupert, British Columbia
V8J 1A6

Dear Mr. Pages:

This is in response to your correspondence of June 27, 2012, addressed to the Honourable Peter Van Loan, Leader of the Government in the House of Commons, regarding amendments to the *Fisheries Act*. Your letter was forwarded to me for my consideration as Minister of Fisheries and Oceans. I regret the delay in responding.

Changes to the *Fisheries Act* were included in both Bill C-38 and Bill C-45. These changes will focus the regulatory regime on managing threats to the sustainability and ongoing productivity of Canada's commercial, recreational and Aboriginal fisheries. They will also provide clarity, certainty and consistency of regulatory requirements through the use of standards and regulations and enable enhanced partnerships with agencies and organizations that are best placed to provide fisheries protection services to Canadians.

The focus will be on protecting Canada's fisheries from real threats. This includes regulating direct impacts to fish, permanent changes to and destruction of fish habitat, and managing threats caused by aquatic invasive species. Regulatory efforts will be directed to those impacts on fish that are part of or support commercial, recreational and Aboriginal fisheries.

The amendments also include a number of provisions that will enable enhanced compliance and protection of fish that support commercial, recreational and Aboriginal fisheries by:

- aligning the *Fisheries Act* with the *Environmental Enforcement Act* (increased fines and penalties for offences);
- improving the enforceability of conditions to Ministerial authorizations;
- providing for the designation of ecologically significant areas for fish;
- increasing inspector powers to provide them with additional authorities; and
- providing new authorities to allow Fisheries and Oceans Canada (DFO) to effectively address threats such as aquatic invasive species.

.../2

Overall, these amendments provide significant tools for ensuring the sustainability and ongoing productivity of Canada's commercial, recreational and Aboriginal fisheries.

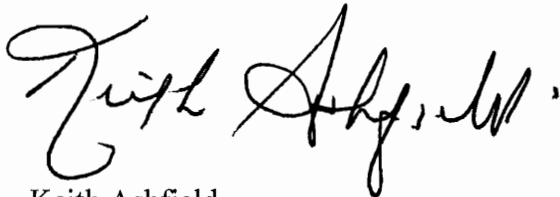
Recently, DFO developed a discussion paper entitled "Implementing the New Fisheries Protection Provisions under the *Fisheries Act*." The paper explains the amendments related to fisheries protection and provides an interpretation of new language and concepts. This paper has been shared with the Union of British Columbia Municipalities which subsequently sought input from its membership.

The discussion paper focuses on the factors that will provide direction in Ministerial decision-making (the new Section 6 of the *Fisheries Act*) and the new prohibition against causing serious harm to fish (the new Section 35). I am certain that this paper will help to address many of the questions that you may have with respect to the Department's implementation of the *Fisheries Act* amendments.

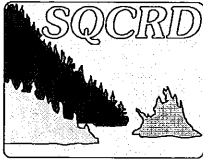
Should you have any additional questions or comments, please contact Mrs. Bonnie Antcliffe, Regional Director, Pacific Region, by telephone at 604-666-6532.

Thank you for taking the time to write.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Keith Ashfield". The signature is fluid and cursive, with the first name "Keith" being more prominent and the last name "Ashfield" written in a more compact, cursive style.

Keith Ashfield



SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

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

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

Website: www.sqcrd.bc.ca

File 0413

Fax (613) 992-8351

June 27, 2012

COPY

House of Commons
Ottawa, ON
K1A 0A6

Attention: Honourable Peter Van Loan
Leader of the Government in the House of Commons

Dear Minister Van Loan:

Re: Federal Fisheries Act

On behalf of the Board of the Skeena-Queen Charlotte Regional District, I am writing to convey that the Board finds it extremely troubling that the Government is proposing to amend the *Fisheries Act* through the Omnibus Budget Legislation. We do not see sufficient justification or explanation for including environmental provisions within a budget bill.

We believe that the proposed legislation in Bill C-38 will have a negative impact on the protection of fisheries and the environment. The Bill essentially removes habitat protection measures from the current *Fisheries Act* and restricts protection to species of commercial, recreational and Aboriginal importance. We feel the proposed amendments will inevitably reduce and weaken the habitat protection provisions of the *Fisheries Act*.

Given the importance and broad reach of these issues, we respectfully request that the amendments to the federal *Fisheries Act* be removed from Bill C- 38 and reviewed separately.

Yours truly,

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

Barry Pages
Chair

:jmf

Email received July 17, 2013

From: Wiedeman, Lori [<mailto:Lori.Wiedeman@gov.bc.ca>]

To: 'jmerrick@squard.bc.ca'

Cc: XT:DBC MC DReindl.obrien TRAN:IN; Penner, Randy D TRAN:EX; Voogd, Nathan TRAN:EX; Gibson, Rena TRAN:EX

Hi Joan,

Thank you for inviting me to attend the Skeena-Queen Charlotte Regional District meeting on June 22nd in Masset. I am writing today to follow up on the items that I wasn't able to respond to at the meeting. I have copied Dennis Reindl of O'Brien's on this email as well, as there are some items he will be following up on directly.

1. The Mayor of Masset mentioned that there will be a joint council meeting with Masset and Old Masset on the topic of the tsunami evacuation zone.

"I have followed up with the Village of Masset and we will be moving forward with preparation of the alternate site we identified (Watun Pít)."

2. Regarding wooden signs for welcoming people to Lawn Hill and Tow Hill

"if the RD would like to pursue this, please contact Rena Gibson, District Development Technician at 250 615 3904 or Rena.Gibson@gov.bc.ca regarding permitting requirements for signs on the highway right-of-way."

3. Comment that there is a lack of aggregate on the Lawn Hill Road and they would like to be considered for some surface gravelling –

"We are planning some works in this area this year and O'Brien's will follow up with Mike Racz."

4. Dodge Cove apparently has not seen gravel or ditching in a decade and have been told they are on a rotating schedule with the other small communities (i.e. Oona and Hunt's Inlet) –

"O'Brien's will follow up with the communities."

5. Oona and Hunt's Inlet – perception that there are period where we spend lots of money, and then long stretches where we spend nothing. This causes challenges as the long dry periods can mean more money needs to be spent rather than a regular maintenance schedule that might costs less overall, noted that if the communities were given materials (i.e. gravel) that they are more than willing to do the maintenance work – specifically mentioned brushing and ditching for this year –

"O'Brien's will follow up with the communities."

6. Prince Rupert and Terrace identified concerns about winter conditions and accountability for services provided to ensure safety; felt that there can be a clear line between the 2 service areas in terms of what the MCs are providing –

“Currently the maintenance contractors will contact each other if they notice a need in the other service area. MoTI and the maintenance contractors have pre-winter meetings to discuss winter maintenance strategies and we will raise this topic at that meeting.”

7. Summer stakeholder letter from O’Brien’s and Netchako had not been received by the SQCRD –

“O’Brien’s has now provided a letter to the RD and requested that the SQCRD to distribute it to area directors.”

If you have any further questions or items you wish to discuss, please feel free to call me directly. I look forward to working with you in the future.

Lori Wiedeman

District Manager, Skeena District

Ministry of Transportation and Infrastructure

Office: (250) 615-3967 | Cell: (250) 641-1699 | email: Lori.Wiedeman@gov.bc.ca

Current Road Conditions:



Please think about the environment before you print



Haida Gwaii Recreation Coordinator's Report

Month End: June 2013

Submitted By: Lucy Neville

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

Registered Programs

Weight Room Orientations –Angela Gross oversaw the **Queen Charlotte** orientation on June 13th at 7 pm, with 4 participants introduced to the weight room at QCSS.

Bike Re-Psych Repair Workshops – the bicycle crew is out and utilizing surprisingly sunny weather to spruce up bikes across Haida Gwaii. The final high school meet took place on June 19th from 4:00-7:00pm at the **Queen Charlotte** Secondary School; the trailer was then loaded with the summer toolkit and has since become a fixture at are also putting their mobile trailer to use and offering workshops throughout the islands in the months to come. These workshops provide community members with knowledge and skills to repair their rides, assist friends, and reduce car costs. Workshop averages were 12 people and included prep for the 'Ride to Conquer Enbridge' this July.

Beginner Flow Yoga – returning HG Rec instructor Chandra Bailey continued another round of introductory vinyasa flow yoga programs in **Masset** and **Port Clements** this month at the HG Rec building and Multiplex, with a total of 38 participants.

Intermediate Flow Yoga – agile yogis joined instructor Chandra Bailey at the HG Rec building once a week, from 7-8:30, to continue this 8-week program. A total of 23 participants attended the June classes.

Beginner Bellydance – new HG Rec instructor Denise Legare began this casual intro to the art of bellydance at the HG Rec building in **Masset** on June 19th; the course runs each Wednesday from 7-8 pm and had a total of 21 participants throughout the month of June.

Everyday Stretch - Registered Massage Therapist (RMT) Kim Goetzinger is once again offering a spectacularly taught introduction to easy, informed stretching at her clinic in Skidegate each Friday from 6:30 – 7:30; this program had 5 triathletes attending throughout June.

Movie

This month Haida Gwaii Rec featured *The Legend of Sarila* at three locations on island; Port Clements declined due to Canada Days celebrations. The **Queen Charlotte** concession was provided by the Living and Learning School, the Canadian Jr. Rangers in **Sandspit**, and the Canadian Jr. Rangers in **Masset**. As the movie took place during the Canada Days celebrations, it was a record low turnout. Given that there is an island-wide community event every weekend in July, the next movie showing will be postponed until August.

Masset: 3

QCC: 16

Sandspit: 1

Total: **20**

Drop In Programs

Haida Gwaii Rec. provides insurance and First Aid to all volunteers willing to run drop in programs throughout the school year at all island schools. Volunteers collect twoonies to cover the School District 50 rental fee, and are charged per course for any incurred equipment damages. To register a sport for drop-in, a valid and current First Aid certificate is required. All drop-in programs were closed at School District locations as of June 21st, with closure as of May 31st at QCSS.

Events and Affiliated Programs

HG Rec Building Venue Rentals

Mother Goose- Harmonie Blais and SD 50 rented our space for Wednesdays 12:15-1:15 from April 24th-June 26th. For the month of June a total of **11** people attended.

After School Sport Initiative (ASSI) Programs

Programming wrapped up this June, with Pamela Richardson departing as Coordinator at the end of the month. Interviews for replacement coordinators (North and South respectively) took place mid-June, and as of July 2nd, we are proud to announce that Tiffany Scholey (North) and Layla Rorick (South) are our 2013-2014 ASSI Youth Coordinators!

The ASSI now delivers a total of 13 subsidized programs across Haida Gwaii for youth ages 5-18, and focuses on combining peer mentorship with healthy activity and fundamental sport development skills. Below are the programs and attendances for the month of June:

Natural Art & Gym (TAH): 19

Cardboard Creations (TAH): 13

Youth Group (OMYP): 29

Boffer Battles (TAH): 36

Surf Club: 14

Teen Gym (GMD): 24

Total June attendance for ASSI programs: **135**

Aboriginal Day Celebration

The HG Rec Summer Program staff and HG Rec Coordinator ran two series of youth games at this year's Aboriginal Day celebration in **Old Massett**. To facilitate the welcoming of the new RCMP Aboriginal Liason office in Old Massett, HG Rec brought the Bike Re-Psych trailer and helping hands to co-host the Bike Rodeo with the RCMP. It was a drizzly but fun day with a total of **53** participants in both the youth games and bicycle rodeo.

Hospital Days

Sunscreen and a raincoat were mandatory at this year's massively attended and successful **Queen Charlotte** Hospital Days celebration. The HG Rec Summer Program staff and Coordinator ran both the Bouncy House and Bungee Run for youth ages 4-65, and promoted the Summer Program. In just three hours, **212** participants hopped, jumped, ran and played in the two stations and met our Summer Program staff.

Canada Days

Face painting, soccer playing, balloon-animal-making and hula-hooping were all a hit at this year's Canada Days celebrations in **Port Clements**. The HG Rec Summer Program staff and Coordinator additionally promoted recreation programs and the upcoming Summer Program to **67** youth and parents throughout the day.

BC Rugby Coaching and Player Development Clinics

Kris De Scossa at BC Rugby, Rick Bourne with Rugby Canada, Sylvan Daugert of Canada Mini-Rugby, Dave Brown of BC Rugby, HG Rec, and the ASSI program collaborated to bring this workshop to Haida Gwaii from May 30 – June 2. The workshops were held in **Masset** and **Queen Charlotte** high schools throughout the week and weekend, with a total of **39** participants up north and **47** participants in the south.

PGI Golf Tournament

In partnership with Haida Gwaii Literacy and the BC Golf Association, Haida Gwaii Recreation provided venue rentals and administration support for the two-day Peter Grzowski Golf Tournament on Haida Gwaii in **Masset** and **Sandspit**, which raised funds for Haida Gwaii Literacy and included CBC comedians, Haida Gwaii's own poet laureate Susan Musgrave, and was attended by **284** participants over the course of the weekend from June 1-2.

Total June 2013 participants in HG Rec programs/events/movies: 971

Total June 2012 participants in HG Rec programs/events/movies: 509

Upcoming Summer Classes

Movie – This August, HG Rec will be showing 'The Croods' (rated G) throughout Haida Gwaii in **Masset**, **Queen Charlotte**, **Port Clements** and **Sandspit**.

BOAT Exam – the updated Transport Canada-approved BOAT exams will continue to be offered in **Masset, Queen Charlotte and Port Clements** upon request.

Agate Man Mini-Triathlon

Reviving a Haida Gwaii-created triathlon that ran yearly from 1992-1995, the Agate Man Mini-Triathlon is gearing up for an August 5th kick-off, with the markers in place at Pure Lake and Transport Canada endorsements for road delays. The triathlon runs between Pure Lake and **Masset** with the traditional swim, bike run categories. This endeavor is multi-party, and includes donations and support from Delmas Co-op, artist Ben Davidson, TLC Automotive, Haida Gwaii Discovery Tours and Langara Fishing Lodge. Chair Peter Lake is currently working with the HG Rec Coordinator to muster up volunteers and inspire athletes to compete.

Haida Gwaii: the Men's Health – Injury Prevention Champions / Open Water Wisdom

Building on the Open Water Wisdom program with Red Cross, Haida Gwaii Recreation has partnered with Northern Health Men's Health Champion Michael McQuade to design and implement a series of workshops across Haida Gwaii regarding water safety and awareness. The information sessions will be specifically targeting open water safety and injury prevention on and around the water.

Summer Program

Throughout July and August, the much-anticipated Haida Gwaii Rec Summer Program will be hosted in **Queen Charlotte, Port Clements, Masset and Sandspit**, for two weeks in each location. A dynamic collection of specialists, from Gwaii Haanas to the Fire Dept to Sea Kayaking, as well as an ambitious and inspired Summer Program staff, promise to make this year's camps even better than the last.

Additional Projects and Reporting

HGRRC & HGRRC Society AGM

HG Rec staff, Society Directors and Commissioners held the 2013 AGMs in the Lounge of the Haida House at Tl'aall on Thursday, June 6th at 5 pm; a huge haw'aa to the excellent Haida House staff for the beautiful location and ambiance, and to our stellar boards for their commitment to recreation and community health.

ASSI Coordinators

Postings for North- and South-end ASSI Coordinators were advertised throughout May and June, with interviews held at the end of June by both the departing ASSI Coordinator and HG Rec Coordinator. We are very pleased to announce that Layla Rorick (South) and Tiffany Scholey (North) will be joining the HG Rec team this coming September to take the ASSI program to new heights.

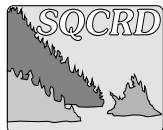
Summer Program Staff

Following a high-volume application period throughout May, interviews for the positions of Summer Program Leader and Summer Program Assistant were held in early June and the successful applicants began in late June; HG Rec would like to formally welcome Kye Borserio,

Ileah Mattice and Reina Fennell to the Summer Program team! These three dynamic individuals will bring a multifaceted and locally-grown set of skills and talents to the 2013 Summer Program, and have already begun planning and promoting in earnest.

Lucy Neville

Haida Gwaii Recreation Coordinator



STAFF REPORT

DATE: August 9, 2013

FROM: Joanne Fraser, Deputy Corporate Officer

SUBJECT: 2013 UBCM Convention Update

RECOMMENDATION:

THAT the staff report entitled "2013 UBCM Convention Update" be received;

BACKGROUND:

Staff has provided an update on the following issues pertaining to the upcoming UBCM Convention in Vancouver:

- Submitted 2013 resolution to date;
- Meeting Requests; and
- Alternative to UBCM Banquet.

DISCUSSION:

2013 UBCM Resolution

As per Resolution 287-2013 from the June 22, 2013 Board meeting, the following resolution has been submitted to UBCM:

Coastal Ferries: Fiscal Fairness & Long Term Strategy

WHEREAS the Union of BC Municipalities (UBCM) has requested that the Province abandons any plans to increase fares and/or reduce core ferry service levels, as such actions would have irreparable negative impacts on the economic well-being of Coastal British Columbia;

AND WHEREAS the UBCM has called on the Province to implement legislation that recognizes our coastal ferry services as essential extensions of our public highway system and ensures fiscal fairness between BC's terrestrial and marine highway systems;

AND WHEREAS the UBCM has requested that the Province develops a ferry services strategy that supports the sustainability of island economies and the coastal ferry service;

AND WHEREAS over the past year the Province has (a) failed to implement a ferry services strategy, (b) allowed the rapid escalation of ferry fares, and (c) began to implement a plan to slash services to ferry dependent communities;

THEREFORE BE IT RESOLVED that UBCM continues to lobby the Province to:

1. Work co-operatively with coastal communities on implementing a long term strategy for the ferry system that supports the strengthening and sustainability of island economies and the coastal ferry service;
2. Implement legislation that recognizes the ferry system as an extension of our highway system and ensures fiscal fairness between the marine and terrestrial components of our highway system; and
3. Freeze ferry fares and service levels at 2013 levels until such time as the legislation and strategy are implemented.

UBCM Meeting Requests:

The deadline to submit meeting requests are as follows:

- Ministry of Community Sport & Cultural Development – August 12, 2013
- Other Provincial Ministries, Agencies, Commission & Corporations – August 26, 2013

To date, the only request from the Board to schedule a meeting is with the appropriate ministries regarding the two goals within the 2013-2014 Strategic Priorities Plan, which are:

1. Developing and advocating for a Regional District strategy that addresses the rising cost of travelling on BC Ferries, as well as other transportation costs and expenses impacting all the communities on the North Coast; and
2. Developing a Regional District plan that advocates for more revenue sharing for our communities based on the natural resources that are being extracted from the area.

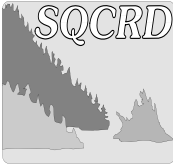
Member municipalities have been contacted and the consensus is they would be interested in joining this meeting.

On another note, some municipalities are having their own separate meetings concerning BC Ferries and the Coastal Regional District Chairs are also having a series of meetings.

Alternative to UBCM Banquet

District of Port Edward has invited the Board to join them at a local Vancouver restaurant as an alternative to attending the regular Saturday night UBCM banquet. It is a casual invitation and Ron Bedard usually plans something that week.

If the Board would like to do their own thing and plan something a bit more formal, staff could choose a venue and invite the member municipalities.



STAFF REPORT

DATE: August 9, 2013
FROM: Joan Merrick, Chief Administrative Officer
SUBJECT: Community to Community Forum (Mainland)

Recommendation:

THAT the Board receives the staff report “Community to Community Forum (Mainland)”;

AND THAT the Board provides staff with direction.

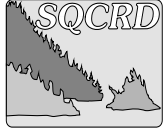
Background:

The District of Port Edward has been in contact with the Regional District notifying that a secondary community to community process will take place to follow up on the March 2013 forum.

Discussion:

Port Edward is proposing to hold the forum at Hartley Bay for Tuesday, October 8th (half day) and all day Wednesday, October 9th. A contribution from the Regional District of \$2,500 is being requested.

Staff is seeking direction from the Board.



STAFF REPORT – REGULAR MEETING

DATE: August 9, 2013

FROM: Tim Des Champ, Superintendent of Waste Management

SUBJECT: Multi-Materials BC Stewardship Program

RECOMMENDATION:

THAT the staff report entitled “Multi-Materials BC Stewardship Program” be received;

AND THAT the Regional District enter into an agreement with Multi-Materials BC for the Regional Recycling Depot to process packaging and printer paper.

REASON FOR REPORT:

The Regional District is in receipt of the MMBC Incentive program which offers financial support to communities and regional districts for depot collection or curbside collection of recycling.

BACKGROUND:

Multi-Material BC (MMBC) is preparing to implement the Packaging and Printed Paper (PPP) Stewardship Plan in May 2014. They are offering incentives to local communities and regional districts for the collection of PPP from residents (Financial Incentive Request attached).

CONCLUSION:

Staff understands the financial challenges and staffing levels associated with curbside recycling and feel, at this time, we do not have the capacity to operate a curbside program. The Regional District, in conjunction with the City of Prince Rupert, will look to implement a curbside program within the next five years, so that we have ample time to properly educate and implement the program.

Staff feels that at this time, with the deadline for submissions to MMBC of September 16, 2013 we only have the capacity to continue to operate a depot collection system.

Attachment 1

Collection Financial Incentives

- the higher costs to deliver curbside collection in areas of lower household density.

The per household¹ (HH) curbside collection incentives are available for collection of the types of PPP to be collected at curbside² that can be commingled in single-stream or multi-stream collection systems. These materials included all recyclable PPP included in the collection system with the exception of #2 and #4 polyethylene (PE) film packaging, polystyrene (PS) foam packaging and glass containers.

PE film packaging and PS foam packaging are to be collected at depots.

Glass packaging may be collected at curbside in a segregated category so that it is not commingled with all other PPP in single-stream collection systems or with other types of packaging in multi-stream collection systems. A per tonne curbside collection financial incentive is available for collection of segregated glass at curbside.

Curbside Collection Financial Incentive	
Single-stream - curbside PPP excluding glass	\$/HH
>2 HH/ha	\$32.00
0.2 to 2 HH/ha	\$34.00
<0.2 HH/ha	\$36.00
Multi-stream - curbside fibres and containers excluding glass	\$/HH
>2 HH/ha	\$35.00
0.2 to 2 HH/ha	\$37.00
<0.2 HH/ha	\$39.00
Glass collected in a separate stream (not commingled)	\$/Tonne
	\$80

To reward municipalities that increase capture of PPP from residents while maintaining material quality³, a performance bonus is available based on the quantity of PPP collected per household per year. The lower threshold categories shown in the following table reflect the best performing programs and the higher categories represent stretch targets.

Curbside Collection Performance Bonus			
180 - 199 Kg/HH/year	200 - 219 Kg/HH/year	220 - 239 Kg/HH/year	> 240 Kg/HH/year
\$/HH	\$/HH	\$/HH	\$/HH
\$1.00	\$2.00	\$3.00	\$4.00

¹ Refer to Attachment A for a definition of curbside household. Refer to Attachment B for a definition of ICI for purposes of curbside collection.

² Refer to PPP to be Collected by MMBC Qualified Collectors (May 14, 2013).

³ A maximum percentage of non-PPP items will be set in the collection contract.

Collection Financial Incentives

3. Multi-Family Building Collection Financial Incentive

The multi-family building collection financial incentives reflect:

- the more efficient program costs identified during the collection cost research; and
- the relative costs of collecting and processing multi-stream materials compared to single-stream materials.

The per household⁴ (HH) multi-family building collection incentives are available for collection of the types of PPP to be collected at curbside⁵ that can be commingled in single-stream or multi-stream collection systems. These materials include all recyclable PPP included in the collection system with the exception of #2 and #4 polyethylene (PE) film packaging, polystyrene (PS) foam packaging and glass containers.

PE film packaging and PS foam packaging are to be collected at depots.

Glass packaging may be collected from multi-family buildings in a segregated category so that it is not commingled with all other PPP in single-stream collection systems or with other types of packaging in multi-stream collection systems. A per tonne multi-family collection financial incentive is available for collection of segregated glass from multi-family buildings.

Multi-family Building Collection Financial Incentive	\$/Household
Single-stream - curbside PPP excluding glass	\$17.00
Multi-stream - curbside fibres and containers excluding glass	\$20.00
Glass collected in a separate stream (not commingled)	\$/Tonne
	\$80

To reward collectors that increase capture of PPP from residents while maintaining material quality⁶, a performance bonus is available based on the quantity of PPP collected per household per year. The category thresholds shown in the following table are lower than for the curbside collection performance bonus to reflect the currently lower capture rates from multi-family buildings. The lower threshold categories reflect the best performing programs and the higher categories represent stretch targets.

Multi-family Building Collection Performance Bonus					
100 – 109 Kg/HH/year	110 – 119 Kg/HH/year	120 – 129 Kg/HH/year	130 – 139 Kg/HH/year	140 - 149 Kg/HH/year	> 150 Kg/HH/year
\$/HH	\$/HH	\$/HH	\$/HH	\$/HH	\$/HH
\$0.50	\$1.00	\$1.50	\$2.00	\$2.50	\$3.00

⁴ Refer to Attachment A for a definition of multi-family household. Refer to Attachment B for a definition of ICI for purposes of multi-family building collection.

⁵ Refer to PPP to be Collected by MMBC Qualified Collectors (May 14, 2013).

⁶ A maximum percentage of non-PPP items will be set in the collection contract.

Collection Financial Incentives

4. Depot Collection Financial Incentive

The multi-family building collection financial incentives reflect:

- the more efficient program costs identified during the collection cost research;
- estimated costs to manage specific materials; and
- estimated costs to bale polyethylene film and old corrugated cardboard (OCC) and bale or densify polystyrene foam at depot locations⁷.

The depot collection incentive for glass is set at the same value as the curbside and multi-family building collection of segregated glass.

The depot incentives for remaining materials accepted in curbside and multi-family building collection systems (OCC, printed papers, paper packaging and metal and other plastic packaging) are lower for depots that operate in communities with these collection services to minimize impacts on curbside and multi-family building collectors' ability to increase capture rates to receive the performance bonus.

Depot Collection Financial Incentive				
Materials ⁸	Depot In Areas Without PPP Curbside Collection	Depots in Areas with PPP Curbside Collection	If Baled ⁹	Sorting Requirements
	(\$/tonne)	(\$/tonne)	(\$/tonne)	
Printed papers	\$80	\$60	+ \$100	May be separated or commingled
Paper packaging	\$80	\$60	+ \$100	
Old corrugated cardboard	\$80	\$60	+ \$100	
# 2 and # 4 Polyethylene film	\$175	\$175	+ \$330	Must be segregated
Polystyrene foam	\$175	\$175	+ \$330	Must be segregated
Metal and other plastic packaging	\$120	\$90		Commingled
Glass packaging	\$80	\$80		Must be segregated

MMBC recognizes that depots typically service both residential and small industrial, commercial and institutional (ICI) generators. As the PPP Stewardship Plan is for residential PPP only, MMBC must implement procedures to ensure that it is not paying depot collectors to accept and

⁷ To reduce transport costs.

⁸ Refer to PPP to be Collected by MMBC Qualified Collectors (May 14, 2013).

⁹ In the case of polystyrene foam, baling includes densification.

Collection Financial Incentives

manage ICI PPP. MMBC will automatically deduct 25%¹⁰ of the PPP reported as collected from depots on the assumption that it is industrial, commercial or institutional (ICI) PPP. A depot collector may apply¹¹ to MMBC to reduce the factor for their specific depot(s).

MMBC will monitor the quantity of PPP collected at depots by the population and households in the depot service area in relation to the quantity of each type of PPP supplied by producers to residents on a per capita and per household basis and therefore available for collection. Should the quantity collected at a specific depot or group of depots be higher than the typical capture rate of the residential quantity available for collection, MMBC will increase the factor so that the quantity of residential PPP collected at these depots is within the typical range of residential PPP collected at similar depots.

5. Resident Education Top-Up Allowance Available to Local Governments

The following top-up allowances are available only to local governments accepting the collection financial incentive to support the local government's resident education for the PPP collection program.

The resident education top-up allowance:

- reflects typical costs identified during the collection cost research; and
- recognizes that MMBC will be implementing a province-wide communications strategy including development of communications materials, such as images and graphics, that will be available for use by local governments.

Resident Education (available to local governments accepting collection incentive)	Top Up	If also operating depot
	\$/HH	\$/HH
Curbside households	\$0.75	\$0.25
Multi-family building households	\$1.00	\$0.25
Depot only households ¹²	\$0.75	

6. Service Administration Top-Up Allowance Available to Local Governments

The following top-up allowances are available only to local governments accepting the collection financial incentive to act as the first point of contact for residents for the PPP collection program.

¹⁰ Information compiled during collection cost research identified, on average, 27% ICI PPP at depots in communities with curbside collection and 26% ICI PPP at depots in communities without curbside collection.

¹¹ Refer to Appendix C for information on the information to be providing in the application. Refer to Attachment B for a definition of ICI for purposes of depot collection.

¹² Refer to Attachment A for a definition of depot only household.

Collection Financial Incentives

The service administration top-up allowance reflects typical costs identified during the collection cost research.

Service Administration (available to local governments accepting collection incentive)	Top Up
	\$/HH
Curbside households	\$2.50
Multi-family building households	\$2.50
Depot only households	\$2.50



MULTI
MATERIAL
BC

July 11, 2013

Skeena-Queen Charlotte Regional District
100-1st Avenue Prince Rupert
British Columbia V8J 1A6

Attention: Mr. Tim Deschamps
Solid Waste Manager

Dear Mr. Deschamps,

RE: Collection of Packaging and Printed Paper from Residents

Multi-Material British Columbia (MMBC) is preparing to implement the Packaging and Printed Paper (PPP) Stewardship Plan in May 2014. As set out in the approved Plan, MMBC is offering incentives for the collection of PPP from residents. This letter sets out the offer from MMBC to the Unincorporated Areas of Skeena-Queen Charlotte Regional District to provide collection of PPP from residents.

Notwithstanding the use of the word "offer" in this letter, this letter is only intended to describe the general terms of a contemplated transaction and to allow you to indicate your interest and to provide MMBC with the requested information. Neither this letter, nor your response to this letter, creates or is intended to create any legally binding or enforceable obligation or relationship. This letter is not an offer to enter into either a bidding contract or a contract to carry out the contemplated transaction.

The consummation of any transaction remains subject to the successful execution by you and MMBC of a definitive written agreement covering the engagement. MMBC will not be obligated in any manner to you until such a definitive written agreement has been signed by you and MMBC, and MMBC will have no obligation to enter into such a definitive written agreement; to otherwise consummate a transaction; or to conduct or continue discussions or negotiations.

MMBC provides no representations or warranties of any kind in connection with this letter, whether express or implied, including as to the completeness or accuracy of any material included or referenced herein. MMBC assumes no liability in respect of the transaction being discussed or for any errors or omissions. MMBC reserves the right, in its sole discretion, at any time and for any reason, to modify or supplement materials referenced in this letter (including the proposed form of agreement).

MMBC has developed a list of PPP to be collected from residents at curbside and multi-family buildings and at depots. Of particular note:

- All types of printed papers are included except hard and soft cover books;
- All types of paper packaging are included except waxed corrugated cardboard;
- All types of steel and aluminum packaging (including aerosol containers) except paint containers and gas cylinders;
- Glass containers are to be separated from all other;

809 - 1730 WEST 2ND AVENUE VANCOUVER BC V6J 1H6
WWW.MULTIMATERIALBC.CA

- PET # 1, HDPE # 2, PVC # 3 and most types of LDPE # 4, PP # 5 and PS # 6 containers are included;
- HDPE # 2 and LDPE # 4 film packaging is to be accepted at depots only; and
- PS # 6 foam packaging is to be accepted at depots only.

Please review the Packaging and Printed Paper to be Collected from Households and at Depots available on the MMBC website.

Curbside Collection

We have recently been informed that the Skeena-Queen Charlotte Regional District was providing curbside collection of garbage to the Village of Port Clements, Village of Masset and Village of Queen Charlotte as of November 19, 2012. If you were providing these services, MMBC is offering the Skeena-Queen Charlotte Regional District a collection incentive, subject to certain terms and conditions, to implement curbside collection of PPP to residents of these Villages after May 2014.

The curbside collection incentive is comprised of:

- An amount per year for each household¹ served based on the household density of your service area and the number of streams collected² to collect a specified list of PPP³;
- An amount per tonne for collection of glass segregated from all other PPP; and
- A performance bonus if the quantity of PPP collected per household per year reaches certain thresholds.

These curbside collection financial incentives are set out in the following tables.

Curbside Collection Financial Incentive	
Single-stream - curbside PPP excluding glass	\$/Curbside Household per Year
>2 households per hectare	\$32.00
0.2 to 2 households per hectare	\$34.00
<0.2 households per hectare	\$36.00
Multi-stream - curbside fibres and containers excluding glass	\$/Curbside Household per Year
>2 households per hectare	\$35.00
0.2 to 2 households per hectare	\$37.00
<0.2 households per hectare	\$39.00
Glass collected in a separate stream (not commingled)	\$/Tonne
	\$80

¹ A household is a self-contained dwelling unit providing living accommodation to one or more people where the resident delivers PPP to the curb for collection.

² Single-stream or multi-stream

³ Refer to PPP to be Collected from Households and Depots posted on the MMBC website. Note that glass may not be commingled in single-stream collection or with containers in multi-stream collection.

Curbside Collection Performance Bonus				
PPP Collected per Curbside Household Per Year	160 - 199 Kilograms	200 - 219 Kilograms	220 - 239 Kilograms	> 240 Kilograms
Performance Bonus	\$ per Curbside Household per year			
	\$1.00	\$2.00	\$3.00	\$4.00

Should the Skeena-Queen Charlotte Regional District wish to provide PPP curbside collection services to the households that were receiving garbage collection services in November 2012, please complete Sections 1, 2 and 3 of the MMBC Collection Financial Incentives – Collector Response posted on the MMBC website and submit the form electronically to forms@multimaterialbc.ca prior to September 16, 2013.

Should the Skeena-Queen Charlotte Regional District wish to decline the curbside collection incentive, please complete Section 1 and questions 1 and 2 of Section 2 of the MMBC Collection Financial Incentives – Collector Response posted on the MMBC website and submit this form electronically to forms@multimaterialbc.ca prior to September 16, 2013.

Terms and Conditions

MMBC's terms and conditions are set out in a sample Master Services Agreement with schedules that include a Statement of Work for each type of collection service available. A sample of the form of agreement that MMBC expects the Skeena-Queen Charlotte Regional District to sign in order to receive the collection incentives described above is available for your review on the MMBC website (see Service Providers). As noted above, MMBC reserves the right to modify or supplement this form of agreement, and the relevant schedules will need to be populated with the information provided in the MMBC Collection Financial Incentives – Collector Response submitted by the Skeena-Queen Charlotte Regional District, and as agreed upon by MMBC; before MMBC may present a finalized copy of the agreement to the Skeena-Queen Charlotte Regional District for its execution. By indicating your interest in accepting the offer described in this letter, the Skeena-Queen Charlotte Regional District acknowledges that it has reviewed, and agrees to, the form of agreement.

Resident Education and Service Administration

Should the Skeena-Queen Charlotte Regional District accept the collection incentives described above, it would also be eligible for the associated top up payment set out in the following tables.

Resident Education Top Up	Households Used to Calculate Top Up	By Service	If also Contracted to Operate Depot
		\$/HH/year	\$/HH/year
Curbside collection	Curbside households	\$0.75	\$0.25

Service Administration Top Up	Households Used to Calculate Top Up	\$/HH/year
Curbside collection	Curbside households	\$2.50

We look forward to receiving your response prior to September 16, 2013.

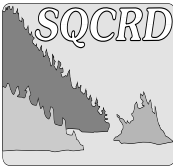
If you have questions or if we can be of any assistance as you consider the collection financial incentives, please contact MMBC by:

- Emailing info@multimaterialbc.ca;
- Calling MMBC at (604) 620-7540; or
- Calling Maura Walker, a member of the consulting team providing support to MMBC during implementation of the PPP Stewardship Plan, at (250) 597-7997.

Sincerely,
Multi-Material British Columbia



Allen Langdon
Chair



STAFF REPORT

DATE: August 9, 2013

FROM: Joan Merrick, Chief Administrative Officer

SUBJECT: Update on Status of Proposed Boundary Expansion by the City of Prince Rupert

Recommendation:

THAT the Board receives the staff report “Update on Status of Proposed Boundary Expansion by the City of Prince Rupert” for information.

Background:

Following the June 22nd Board meeting staff submitted a letter to the City outlining the Regional Districts concerns related to the proposed boundary expansion and expressing the Regional District opposition to the proposed expansion.

Discussion:

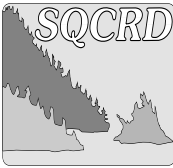
Staff subsequently followed up with the City to find out the status of the proposal and was directed to information on the city’s website. The following is an excerpt from the minutes of the City’s June 24th, Regular Council meeting.

“Report from the City Planner and the Corporate Administrator – Prince Rupert Municipal Boundary Extension.

MOVED by Councillor Ashley and seconded by Councillor Garon that Council:

- 1. That Council and staff continue to meet (and attempt to meet) with our neighbouring jurisdictions to discuss, and if possible resolve, any concerns that have been raised regarding Council’s proposed Municipal Boundary Extension; and,*
- 2. That over the summer months Council and staff will continue to engage with the community, and property owners, who may be impacted by the proposed municipal boundary extension; and,*
- 3. Following the summer staff is to report back to Council and discuss before the proposal is put forward to the Province.*

CARRIED
Councillor Carlick-Pearson – OPPOSED”



STAFF REPORT

DATE: August 9, 2013

FROM: Joan Merrick, Chief Administrative Officer

SUBJECT: Jungle Beach – Strategies for Long-Term Management

Recommendation:

THAT the Board receives the staff report “Jungle Beach – Strategies for Long-Term Management”;

AND THAT the Board writes to the Ministry of Environment (BC Parks) to request the Ministry consider taking over the maintenance of Jungle Beach.

Background:

Jungle Beach is located in the vicinity of “Halibut Bight” in Lawn Hill (Haida Gwaii). The legal description is “that part of District Lot 281, except for Plan 6521, within Queen Charlotte District”.

It was established as a park in 2001 under a ten-year Licence of Occupation with the Province (file #635218) and has been managed by the local community of Lawn Hill since its inception. The community has installed a picnic shelter and outdoor toilets on the site and undertakes regular inspection and maintenance of the facilities. In 2006, the tenure was mistakenly transferred to the Village of Queen Charlotte as part of other transfers related to the incorporation of the Village.

In 2011, the Regional District, upon expiry of the existing tenure held by the Village, entered in to a new 30 year licence of occupation with the Province (Licence # 114273 / file # 6406940).

A summary of the Licence and map is attached for reference.

In 1999, the Board established the Lawn Hill Community Association (Bylaw 364) which gave the “Community Association” the administrative powers of the Regional District Board in respect of the following: fire prevention; community parks; nuisances (including noise); economic development; cemeteries; heritage conservation; street lighting; sewer and water; custodianship of all assets; and any other matter incidental to the Lawn Hill Local Service Area (not defined). In 2006, the Board established the Lawn Hill Advisory Standing Committee (Bylaw 501) but never repealed the Community Association Bylaw (364). The new bylaw gave the Advisory committee many of the same powers as the Community Association, including: fire prevention; community parks; economic development; heritage conservation; custodianship of all assets; and any other matter

incidental to the Lawn Hill. The difference between the bylaws was that the newer one excluded nuisances (including noise); cemeteries; street lighting; and sewer and water.

In 2001, the Regional District entered into an agreement with the Lawn Hill Community Association (LHCA) that gave the LHCA the “use of land situated on DL 281 (Jungle Beach) for the purpose of the operation of recreation and other community services”. That agreement states the “expenses for operation and maintenance of the buildings and property will be entirely financed by the LHCA by user fees and other fundraising (without taxation)”.

Discussion:

One of the challenges faced by staff in addressing the issue of the ongoing maintenance of Jungle beach is that historically the Regional District has taken on responsibility for “service provision” without establishing a service. In other words, accepting responsibility for a property (i.e.: Sandspit Hall and Jungle Beach) without going through the appropriate legislative process that would allow the Regional District to operate and fund those facilities.

The *Local Government Act* clearly states that “Establishing bylaws are required for most services (Section 800) and that “an establishing bylaw has no effect unless, before its adoption, it receives (a) the approval of the inspector; and (b) the participating area approval” (approval by voting) (Section 801). In other words the Regional District cannot operate or fund a service without a service establishing bylaw that has received the approval of the electors.

Although the intention at the time the licence of occupation was entered into for Jungle Beach was to have the LHCA assume the responsibility for its operation and maintenance the Community Association no longer feels that they have the manpower or resources to continue to manage the Jungle Beach Property. This has left the Regional District with limited options:

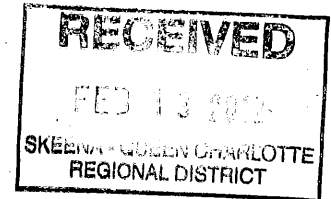
1. Cancel the lease and terminate the agreement with the LHCA;
2. Contact BC Parks to request that they assume the responsibility for Jungle Beach;
3. Undertake an Alternative Approval Process to establish a service which would allow the Regional District to operate and fund Jungle Beach as a community park. The maintenance could be contracted out to a third party and funded through taxation; or
4. Continue to support the LHCA by providing an annual grant in aid for the operation and maintenance of Jungle Beach.

Staff also contacted O’Brien Road and Bridge Maintenance to see if they would be willing to assist with the maintenance. They currently undertake the maintenance of the Halibut Bight site as part of their highways contract. However, they stated that they were not interested at this time.

Another complication is that the Regional District is in the process of repealing the bylaws that established both the LHCA and the Lawn Hill Advisory Committee. Repealing the bylaws will end the relationship of the committees with the Regional District. Staff has advised the committee that they can continue to function as a community association; however, they will be a separate entity from the RD. The Regional District should enter into a formal third party agreement with the LHCA for the maintenance and ensure that they are named as an additional named insured with Municipal Insurance Authority. The RD should also implement a policy on managing volunteers working on RD projects to ensure that the volunteers would be covered for potential liability arising out of the public use of the facility.



Attachment



February 8, 2012

File: 6406940

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT
100 1st Ave E
Prince Rupert, BC V8J 1A6

Attention: Joan Merrick, Chief Administrative Officer

Dear Madam:

Enclosed is an originally executed copy of Licence No. 114273, covering That part of District Lot 281, except Plan 6521, within Queen Charlotte District, shown outlined on sketch below, containing 41.976 hectares, more or less.

This Licence is issued in the name of SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT for a term of 30 years commencing the 22nd day of October, 2011, for a community park and for the development of a picnic shelter and pit toilets purposes.

We acknowledge receipt of rental in the amount of \$1.00, representing the fee for the term.

Should you have any further questions, please contact me at (250) 751-7248.

Yours truly,

Barbara Biss
Portfolio Administrator

Enclosures

pc: BC Assessment Authority, Northwest, 100 - 4545 Lazelle Ave Terrace, BC V8G 4E1

LEGAL DESCRIPTION SCHEDULE

That part of District Lot 281, except Plan 6521, within Queen Charlotte District, shown outlined on sketch below, containing 41.976 hectares, more or less.

