



**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT  
REGULAR BOARD MEETING**

**AMENDED AGENDA**

**Held at 344 2<sup>nd</sup> Avenue West, Prince Rupert, B.C.  
Friday, August 14, 2015 at 7:00PM**

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

3.1	Minutes of the Regular Meeting of the Skeena-Queen Charlotte Regional District Board held June 19, 2015	Pg 1-11
3.2	<p>Rise and Report – June 19, 2015 <i>(to be read by Chair – no motion required)</i></p> <p>MOVED by Director Racz, SECONDED by Director Kinney, that the staff report entitled “Skeena-Queen Charlotte Regional District Northern Savings Credit Union and Municipal Finance Authority of B.C. Signing Authority” be received;</p> <p>AND THAT the Board remove Karen Mellor as signing authority on the Skeena-Queen Charlotte Regional District Northern Savings Credit Union account;</p> <p>AND FURTHER THAT the Board remove Karen Mellor as signing authority on the Skeena-Queen Charlotte Regional District Municipal Finance Authority of B.C. account.</p> <p>IC081-2015 CARRIED</p> <p>MOVED by Director Franzen, SECONDED by Director Brain, that the staff report entitled “Northern Savings Credit Union CUETS Account Administrator” be received;</p> <p>AND THAT Daniel Fish be authorized as the Skeena-Queen Charlotte Regional District’s Northern Savings Credit Union CUETS Account Administrator.</p> <p>IC082-2015 CARRIED</p> <p>MOVED by Director Franzen, SECONDED by Director Racz, that the report from staff entitled “Sandspit Water Service Advisory Committee Appointments” be received;</p> <p>AND THAT, in accordance with section 795(2) of the <i>Local Government Act</i>, the following individuals be appointed the Sandspit Water Service Advisory Committee, effective immediately:</p> <ul style="list-style-type: none"><li>• Director Bill Beldessi;</li><li>• Gord Usher;</li></ul>	Verbal

<ul style="list-style-type: none"> <li>• Carol Wagner; and</li> <li>• Carole Bowler.</li> </ul> <p>AND FURTHER THAT staff continue advertising for vacant member positions on the Sandspit Water Service Advisory Committee.</p> <p>IC085-2015 CARRIED</p> <p>MOVED by Director Racz, SECONDED by Director Beldessi, that the Board of the Skeena-Queen Charlotte Regional District authorize the Deputy Corporate Officer to sign and enter into the Professional Agreement Services for Sandspit Water System Nanofiltration Treatment Feasibility Study.</p> <p>IC086-2015 CARRIED</p>	
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#### 4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

4.1	Minutes of the Regular Meeting of the Moresby Island Management Standing Committee held May 11, 2015	Pg 12-14
4.2	Minutes of the Regular Meeting of the Regional Recycling Advisory Committee held April 15, 2015	Pg 15-16

#### 5. DELEGATIONS

5.1	M. Hulse, Our Horizon – Climate Change and Air Pollution Warning Labels on Gas Pumps	Pg 17-18
5.2	J. Disney, Old Massett Village Council – Cape Fife Trail & Hiellen Longhouse Village Accommodations	Pg 19-23

#### 6. FINANCE

6.1	J. Musgrave, Administrative Assistant – Cheques Payable over \$5,000 for June, 2015	Pg 24
6.2	J. Musgrave, Administrative Assistant – Cheques Payable over \$5,000 for July, 2015	Pg 25

#### 7. CORRESPONDENCE

7.1	Peace River Regional District – Order in Council No. 148	Pg 26-28
7.2	Regional District of Bulkley-Nechako – British Columbia Earthquake Preparedness Consultation Report	Pg 29-30
7.3	Cariboo Chilcotin Coast Regional Hospital District – Physiotherapists in B.C.	Pg 31-33

7.4	Comox Valley Regional District – Support – British Columbia Conservation Tax Incentive Proposal	Pg 34-47
7.5	Central Coast Regional District – Response to Islands Trust Council Request for 25% Reduction in Minor Route Ferry Fares	Pg 48-49
7.6	Union of B.C. Municipalities – Gas Tax Agreement Community Works Fund Payment	Pg 50
7.7	Village of Port Clements – Official Community Plan and Zoning Bylaw Amendments	Pg 51-58
7.8	Geoscience BC – Geoscience BC's 6 <sup>th</sup> Annual Mayor's Breakfast – UBCM, Friday, September 25, 2015	Pg 59
7.9	Prince Rupert Harbour Debris Society – Funding of the Harbour Debris Society	Pg 60-64
7.10	Northern Development Initiative Trust – Marketing Initiatives Program Funding	Pg 65
7.11	Northern Development Initiative Trust – 2014 Planning Internship Program	Pg 66
7.12	Green Communities Committee – Progress on Charter Commitments	Pg 67-68
<u>Add:</u> <u>7.13</u>	Northern Health Authority – Union of B.C. Municipalities Convention, September 22-23	Pg 68a

## 8. REPORTS / RESOLUTIONS

8.1	D. Fish, Deputy Corporate Officer – Haida Gwaii Recreation Bylaws	Pg 69-70
8.2	D. Fish, Deputy Corporate Officer – Skeena-Queen Charlotte Regional District Municipal Name Change	Pg 71-72
8.3	D. Fish, Deputy Corporate Officer – UBCM Meeting Requests Update	Pg 73-74
8.4	D. Fish, Deputy Corporate Officer – Strategic Priorities	Verbal
8.5	L. Neville, Recreation Coordinator – Haida Gwaii Regional Recreation Coordinator's Report – June 2015	Pg 75-77
<u>Add:</u> 8.6	L. Neville, Recreation Coordinator – Haida Gwaii Regional Recreation Coordinator's Report – July 2015	Pg 77a-c

**9. BYLAWS**

9.1	Bylaw No. 595, 2015 – Being a bylaw to convert and establish the service of Regional Recreation on Haida Gwaii <b><i>Prior to being adopted.</i></b>	Pg 78-79
9.2	Bylaw No. 597, 2015 – Being a bylaw to establish a recreation commission for Haida Gwaii <b><i>Prior to being given 2<sup>nd</sup>, 3<sup>rd</sup> readings and adopted.</i></b>	Pg 80-84
<u>Add:</u> 9.3	Bylaw No. 601, 2015 – Being a bylaw to repeal the bylaw establishing the Sandspit Water Service Advisory Committee <b><i>Prior to being given 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> readings and adopted.</i></b>	Pg 84a

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

10.1	M. Williams, Planning Consultant – Husby Forest Products Ltd. Crown Land Industrial Application	Pg 85-183
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**11. NEW BUSINESS**

11.1	Directors' Reports	Verbal
11.2	Misty Isles Economic Development Society – Update on MIEDS Operations and Community Forest	Pg 184-186
11.3	Northwest B.C. Resource Benefits Alliance – RE: Northwest B.C. Resource Benefits Alliance	Pg 187
<u>Add:</u> 11.4	Sandspit Water System Review Advisory Committee Terms of Reference	Pg 187a-b

**12. OLD BUSINESS**

12.1	City of Prince Rupert – Request for Letter of Support for the Reactivation of the Solid Waste Landfill Facility – Watson Island	Pg 188
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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 who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality”, and “negotiations and related discussions respecting the proposed provision of a municipal services..”.	
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**15. ADJOURNMENT****NEXT REGULAR MEETING:**

**SQCRD Board Meeting  
Friday, September 18, 2015  
At 7:00 p.m.  
In Prince Rupert, B.C.**



## SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

### MINUTES

of the Regular Meeting of the Board of Directors of the Skeena-Queen Charlotte Regional District (SQCRD) held at 344 2<sup>nd</sup> Avenue West, Prince Rupert, B.C. on Friday, June 19, 2015 immediately following the 7:00 PM meeting of the Skeena-Queen Charlotte Regional Hospital District Board.

### PRESENT

### PRIOR TO ADOPTION

Chair	B. Pages, Village of Masset
Directors	N. Kinney, City of Prince Rupert L. Brain, City of Prince Rupert D. Franzen, District of Port Edward I. Gould, Village of Port Clements K. Bergman, Electoral Area C M. Racz, Electoral Area D B. Beldessi, Electoral Area E J. MacMullin, Alternate, Village of Queen Charlotte ( <i>via teleconference</i> ) J. Turner, Alternate, Electoral Area A
Regrets	D. Nobels, Electoral Area A G. Martin, Village of Queen Charlotte
Staff	D. Fish, Deputy Corporate Officer M. Williams, Planning Consultant
Public	0
Media	0

### 1. CALL TO ORDER 7:06 p.m.

### 2. AGENDA

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

11.2 Sandspit Emergency Preparedness Planners Funding

**275-2015**

**CARRIED**

### 3. MINUTES & BUSINESS ARISING FROM MINUTES

3.1 Minutes of the Regular Meeting of the Skeena-Queen Charlotte Regional District Board held May 22, 2015

MOVED by Director Kinney, SECONDED by Director Franzen, that the minutes of the May 22, 2015 Skeena-Queen Charlotte Regional District Regular Board meeting be adopted as presented.

**276-2015**

**CARRIED**

### 3.2 Rise and Report – May 22, 2015

MOVED by Director Franzen, SECONDED by Director Gould, that the staff report entitled “Islands Solid Waste Service Agreements” be received;

AND THAT staff be authorized to sign and enter into a one-year agreement, dated April 1, 2015, with the Old Massett Village Council for the provision of Solid Waste Services.

IC064-2015

CARRIED

MOVED by Director Beldessi, SECONDED by Director Racz, that staff be authorized to sign and enter into a one-year agreement, dated April 1, 2015, with the Skidegate Band Council for the provision of Solid Waste Services.

IC065-2015

CARRIED

MOVED by Director Franzen, SECONDED by Director Kinney, that the staff report entitled “Northern Savings Credit Union CUETS Account Administrator” be received;

AND THAT Karen Mellor be authorized as the Skeena-Queen Charlotte Regional District’s Northern Savings Credit Union CUETS Account Administrator.

IC067-2015

CARRIED

MOVED by Director Gould, SECONDED by Director Martin, that the verbal report from Director Nobels in regard to a June 3rd meeting with the Honourable Mary Polak be received;

AND THAT the Board sanction Director Des Nobels attending a June 3rd, 2015 meeting with Honourable Mary Polak, Minister of Environment, to discuss marine safety and emergency response issues.

IC071-2015

CARRIED

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

### 4.1 Minutes of the Regular Meeting of the Moresby Island Management Standing Committee held April 13, 2015

MOVED by Director Franzen, SECONDED by Director Brain, that the minutes of the April 13, 2015 Moresby Island Management Standing Committee Regular meeting be received as presented.

**277-2015**

**CARRIED**

### 4.2 Minutes of the Annual General Meeting of the Haida Gwaii Regional Recreation Commission held May 14, 2015

MOVED by Director Franzen, SECONDED by Director Kinney, that the minutes of the May 14, 2015 Haida Gwaii Regional Recreation Commission annual general meeting be received as presented.

**278-2015**

**CARRIED**

**5. DELEGATIONS**

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

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

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

The Chair thanked Mr. Kietzmann for his presentation.

**6. FINANCE**

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

MOVED by Director Kinney, SECONDED by Director Gould, that the staff report on Cheques Payable over \$5,000 issued by the Skeena-Queen Charlotte Regional District for May, 2015 be received and filed.

**279-2015**

**CARRIED**

- 6.2 D. Fish, Deputy Treasurer – Statement of Financial Information & Audited Financial Statement for Year End 2014

MOVED by Director Gould, SECONDED by Alternate Director MacMullin, that the staff report entitled "Statement of Financial Information & Audited Financial Statement for Year End 2014" be received;

AND THAT the Board approves the 2014 Statement of Financial Information as presented;

AND FURTHER THAT the 2014 Audited Financial Statements be adopted as presented.

**280-2015**

**CARRIED**

**7. CORRESPONDENCE**

- 7.1 Union of B.C. Municipalities – 2014 Resolutions

MOVED by Director Franzen, SECONDED by Director Brain, that the correspondence from the Union of B.C. Municipalities in regard to the Skeena-Queen Charlotte Regional District's 2014 UBCM Resolutions be received.

**281-2015**

**CARRIED**

MOVED by Director Racz, SECONDED by Director Beldessi, that staff invite the B.C. Assessment Authority to address the Board as a delegation at its next regular meeting.

**282-2015**

**CARRIED**



- 7.2 Honourable Mary Polak, Minister of Environment – RE: Emergency Response to Marine Risk in Northwest B.C.

MOVED by Director Gould, SECONDED by Director Franzen, that the correspondence from the Honourable Mary Polak, Minister of Environment, in regard to Emergency Response to Marine Risk in Northwest B.C. be received.

**283-2015**

**CARRIED**

- 7.3 Transport Canada – Ports Asset Transfer Program – Sandspit Public Port Facility

MOVED by Director Beldessi, SECONDED by Director Racz, that the correspondence from Transport Canada in regard to the Ports Asset Transfer Program and the Sandspit Public Port Facility be received;

AND THAT staff send correspondence to Transport Canada to provide the agency with updated contact information for the Moresby Island Management Standing Committee.

**284-2015**

**CARRIED**

- 7.4 TransCanada – Prince Rupert Gas Transmission Project

MOVED by Director Franzen, SECONDED by Alternate Director MacMullin, that the correspondence from TransCanada in regard to the Prince Rupert Gas Transmission Project be received and filed.

**285-2015**

**CARRIED**

- 7.5 Village of Port Clements – Northern Living Allowance for Haida Gwaii

MOVED by Director Beldessi, SECONDED by Alternate Director MacMullin, that the correspondence from the Village of Port Clements in regard to the Northern Living Allowance for Haida Gwaii be received;

AND THAT the Board support signing correspondence to the Canada Revenue Agency to request that it review, in person, the fiscal fairness of designating Haida Gwaii as Zone B in relation to taxation purposes.

**286-2015**

**CARRIED**

- 7.6 Honourable Christy Clark, Premier – 2015 UBCM Convention

MOVED by Director Brain, SECONDED by Director Franzen, that the correspondence from Honourable Christy Clark, Premier, in regard to the 2015 UBCM Convention be received and filed.

**287-2015**

**CARRIED**

**7.7 Glenys SnowDymond, Project Analyst – Cape Fife – Accessible Trail & Longhouse**

MOVED by Director Beldessi, SECONDED by Director Racz, that the correspondence from Glenys SnowDymond in regard to the Old Massett Village Council Cape Fife – Accessible Trail & Longhouse project be received;

AND THAT the Board support the Old Massett Village Council in its development of the Cape Fife – Accessible Trail & Longhouse project.

**288-2015****CARRIED****7.8 Union of B.C. Municipalities – Call for Nominations for UBCM Executive**

MOVED by Director Racz, SECONDED by Director Brain, that the correspondence from the Union of B.C. Municipalities in regard to the Call for Nominations for UBCM Executive be received.

**289-2015****CARRIED****7.9 Honourable Christy Clark, Premier – Northwest B.C. Resource Benefits Alliance**

MOVED by Director Franzen, SECONDED by Director Gould, that the correspondence from the Honourable Christy Clark, Premier, in regard to the Northwest B.C. Resource Benefits Alliance be received and filed.

**290-2015****CARRIED****7.10 Ministry of Forests, Lands and Natural Resource Operations – Proposed Land Use Objectives and Potential Biodiversity, Mining and Tourism Areas/Conservancy – Great Bear Rainforest**

MOVED by Director Beldessi, SECONDED by Director Brain, that the correspondence from the Ministry of Forests, Lands and Natural Resource Operations in regard to the Great Bear Rainforest be received.

**291-2015****CARRIED****7.11 Transport Canada – Ports Asset Transfer Program – Launch of the Sales Phase – Sandspit**

MOVED by Director Franzen, SECONDED by Alternate Director MacMullin, that the correspondence from Transport Canada in regard to the sale of the Sandspit Port be received.

**292-2015****CARRIED****7.12 Transport Canada – Ports Asset Transfer Program – Launch of the Sales Phase – Hartley Bay**

MOVED by Director Kinney, SECONDED by Alternate Director MacMullin, that the correspondence from Transport Canada in regard to the sale of the Hartley Bay Port be received.

**293-2015****CARRIED**

**7.13 C3 Alliance Corporation – 2<sup>nd</sup> Annual Resource Breakfast Series**

MOVED by Director Gould, SECONDED by Director Franzen, that the correspondence from the C3 Alliance Corporation in regard to the 2<sup>nd</sup> annual resource breakfast series at the annual UBCM convention be received;

AND THAT staff send a response to the C3 Alliance Corporation.

**294-2015****CARRIED****8. REPORTS – RESOLUTIONS****8.1 D. Fish, Deputy Corporate Officer – Prince Rupert Gas Transmission Project Socio-Economic Effects Management Plan**

MOVED by Director Franzen, SECONDED by Alternate Director MacMullin, that the report from staff entitled “Prince Rupert Gas Transmission Project Socio-Economic Effects Management Plan” be received for information.

**295-2015****CARRIED****8.2 J. Merrick, Consultant – MIMC Financials - Update**

MOVED by Director Gould, SECONDED by Director Racz, that the report from the consultant entitled “MIMC Financials - Update” be received;

AND THAT the Board support closing the Moresby Island Management Standing Committee Northern Savings Credit Union account and transferring the funds to the Skeena-Queen Charlotte Regional District;

AND FURTHER THAT the Board support providing \$3,500 to the Sandspit Logger Sports Day committee with the balance of funds held in surplus for the Moresby Island Management Standing Committee.

**296-2015****CARRIED**

MOVED by Director Gould, SECONDED by Director Racz, that \$47,363.89 from Sandspit Water, Function 810, be transferred into reserves for a future use to be identified;

AND THAT \$5,919.11 from Sandspit Water, Function 810, be held as surplus funds until such time that 2014 financial information for the Sandspit Water function is clarified.

**297-2015****CARRIED**

MOVED by Director Gould, SECONDED by Director Racz, that a \$15,000 deficit be recorded in Sandspit Community Hal, Function 735;

AND THAT the Skeena-Queen Charlotte Regional District continue to recover deficit funds in the Sandspit Community Hall function through taxation over a three-year period.

**298-2015****CARRIED**

MOVED by Director Gould, SECONDED by Director Racz, that Moresby Island Management Standing Committee 2014 funding in the amount of \$23,000 be allocated to Electoral Area Administration, Function 120;

AND THAT Moresby Island Management Standing Committee 2014 funding in the amount of \$12,000 be allocated to the Electoral Area E Administration, Function 121.

**299-2015**

**CARRIED**

MOVED by Director Gould, SECONDED by Director Racz, that staff continue to analyze the 2014 financial information of the Moresby Island Management Standing Committee to determine any revisions to the existing surplus and/or deficit position.

**300-2015**

**CARRIED**

MOVED by Director Gould, SECONDED by Director Racz, that staff take the necessary action to cancel the Moresby Island Management Standing Committee CUETS credit card.

**301-2015**

**CARRIED**

- 8.3 D. Fish, Deputy Corporate Officer – Authority for Financial (Banking) Transactions Policy Amendment

MOVED by Director Beldessi, SECONDED by Director Kinney, that the staff report entitled “Authority for Financial (Banking) Transactions Policy Amendment” be received;

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

**302-2015**

**CARRIED**

- 8.4 L. Neville, Recreation Coordinator – Haida Gwaii Regional Recreation Coordinator’s Report – May 2015

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

**303-2015**

**CARRIED**

*The Board requested that staff invite the Haida Gwaii Regional Recreation Commission Coordinator to appear before the Board as a delegation at its next regular meeting to discuss the Haida Gwaii Regional Recreation Commission and the Haida Gwaii Recreation Society.*

**8.5 D. Fish, Deputy Corporate Officer – 2015 UBCM Resolution Submissions**

MOVED by Director Franzen, SECONDED by Director Kinney, that the report from staff entitled “2015 UBCM Resolution Submissions” be received;

AND THAT the Board support sending the following resolutions to the Union of B.C. Municipalities for consideration at the 2015 UBCM convention:

**Marine-Related Emergency Response Standards**

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

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

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

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

**LNG Siting Standards and Best Practices**

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

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

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

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

**304-2015****CARRIED****8.6 M. Williams, Planner – 507 Beach – Yan Min Gu – Zoning and OCP Amendment Application**

MOVED by Director Beldessi, SECONDED by Director Racz, that the report from staff entitled “507 Beach – Yan Min Gu – Zoning and OCP Amendment Application” be received;

AND FURTHER THAT the Board not support the application for an Official Community Plan and zoning amendment to Lot 11, Block 500, District Lot 165, Plan PRP3734, as it does not comply with the vision of the Sandspit-Moresby Island Official Community Plan.

**305-2015****CARRIED**

**9. BYLAWS**

- 9.1 Bylaw No. 598, 2015 – Being a bylaw to amend the Sandspit-Moresby Island Interim Zoning Bylaw No. 186, 1989

MOVED by Director Beldessi, SECONDED by Director Brain, that Bylaw No. 598, 2015 be abandoned.

**306-2015**

**CARRIED**

- 9.2 Bylaw No. 599, 2015 – Being a bylaw to amend the Moresby Island Official Community Plan Bylaw No. 236, 1995

MOVED by Director Franzen, SECONDED by Director Beldessi, that Bylaw No. 599, 2015 be abandoned.

**307-2015**

**CARRIED**

**10. LAND REFERRALS / PLANNING**

None.

**11. NEW BUSINESS**

- 11.1 Director's Reports

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

Director Franzen – District of Port Edward

- Director Franzen noted that the next District of Port Edward Regular Council meeting is scheduled to take place on June 23<sup>rd</sup>, 2015.

Alternate Director Turner – Electoral Area A

- Investigate water levels in the Dodge Cove water reservoir and found that there had been only a minor decrease in the reservoir's water level.

Director Beldessi – Electoral Area E

- Stantec Consulting Ltd. will be attending a meeting in the community of Sandspit on July 18<sup>th</sup>, 2015 to begin work on the Sandspit Water Treatment Options Feasibility Study project.<sup>4</sup>

Director Brain – City of Prince Rupert

- The City has completed its “Go Plan” and is in the process of collecting survey data from residents to better understand and manage impacts related to major project, preserve affordable housing options and prioritize development efforts for housing and infrastructure;
- The City is investigating the feasibility and impacts of moving the Digby Island ferry location to the Kwinitsa waterfront location;
- The City continues to have ongoing negotiations with Pacific Northwest LNG; and
- The City has gone out to tender seeking professional services to conduct a study of the Prince Rupert Airport and design and Airport Master Plan.

Director Racz – Electoral Area D

- Director Racz noted that the crane that had been used for the construction of the new hospital in the Village of Queen Charlotte is no longer there; and
- There is still no community forest established for Haida Gwaii.

Alternate Director MacMullin – Village of Queen Charlotte

- The Village hosted a public meeting to discuss Phase 2 of the Village’s Boat Launch project; and
- Hospital Day was held in the Village on June 20<sup>th</sup>, 2015.

**308-2015****CARRIED**

## 11.2 Sandspit Emergency Preparedness Planners Funding

MOVED by Director Beldessi, SECONDED by Director Gould, that the Board support the use of Emergency Planning Area E, Function 229, surplus funds in the amount \$20,000 to the Sandspit Emergency Preparedness Planners to be used for the Sandspit Evacuation Project;

AND THAT a letter be sent to the Sandspit Emergency Preparedness Planners to advise on the issuance of funds and the Skeena-Queen Charlotte Regional District’s project reporting requirements and accountability standards.

**309-2015****CARRIED****12. OLD BUSINESS**

## 12.1 Director Racz, Electoral Area D – Meeting with Minister Polak to Discuss Emergency Marine Response on the North Coast of B.C.

MOVED by Director Kinney, SECONDED by Alternate Director MacMullin, that the verbal report from Director Racz in regard to the June 3<sup>rd</sup>, 2015 Meeting with Minister Polak to Discuss Emergency Marine Response on the North Coast of B.C. be received for information.

**310-2015****CARRIED****13. PUBLIC INPUT**

There were 0 questions from the public.

**14. IN CAMERA**

MOVED by Director Franzen, SECONDED by Alternate Director MacMullin, that the Board move to the In-Camera meeting following the Regular Meeting according to section 90(1)(a)(c) and (e) of the *Community Charter* “personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality”, “labour relations or other employee relations” and “the acquisition, disposition or expropriation of land and improvements, if the council considers that disclosure could reasonably harm the interests of the municipality”.

**311-2015****CARRIED****15. ADJOURNMENT**

MOVED by Director Franzen, SECONDED by Director Kinney, that the Skeena-Queen Charlotte Regional District Regular Board meeting be adjourned at 9:44 pm.

**312-2015****CARRIED**

Approved and adopted:

Certified correct:

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Chair

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Chief Administrative Officer



**Moresby Island Management Standing Committee (MIMSC)**

Meeting: May 11, 2015

Location: Sandspit Community Hall

Meeting Commencement: 7 PM

MIMSC members in attendance: Behn Cochrane, Bill Quaas, Bill Beldessi, Gail Henry, Stan Hovde, Heron Wier.

**1. Call to order at 7:17**

**2. Consideration Of Agenda (additions/deletions)**

**Motion to Adopt : Bill B**

**Second: Bill Q**

**Carried**

**3. MIMSC April 13, 2015 Minutes**

**Motion to Adopt: Bill B**

**Second: Stan H**

**Carried**

**4. Old Business**

**a) Office equipment**

**-Some items moved into office**

**-Heron will look into further items.**

**b) Letter to BC Ferries**

**-No letter written as of yet**

**5. New Business**

**a) MIMSC meeting schedule/ Moresby Island Advisory Planning Commission**

**-Suggestion to combine meeting dates**

**-Motion: To change MIMSC meeting dates to first Tuesday of each month: Bill B**

**-Seconded by Gail H**

**-Carried**

**b) Approval of Invoices**

**No Invoices**

**c) Decisions brought forward from the April 2015 in camera meeting.**

**-Rise and Report from in Camera meeting**

**-Administrator Barb Parser was recommended as the new hire to the MIMSC Administrative position.**

**6. Delegations**

**-No Delegations**

**7. Finance**

**-No report**

**8. Correspondence Received**

**9. Correspondence Sent Out**

**10. Reports**

**a) Water System Report and Recommendations**

b) Regional District Director Report

- Last RD Meeting was in Masset
- Carol Wagner appointed as alternate
- Water feasibility study should be approved by next meeting
- Short Term water Committee should be set up by next meeting
- HG Forestry strategy seminar - Push for local control, smaller manufactures looking for more salvage wood, On island year round job creation, building community stability
- MIEDS AGM in Tlell. President Andrew Merilees, VP - Mike Racz. Next meeting on May 27 - Report to MIMSC on community forest?
- May 1 - VIRL Exec meeting. Sandpit Library hours increasing.

**11. Comments from the Audience**

-None

**12. In Camera Meeting If Required (Reasons for closed meetings include: Personal information (i.e. appointments, an awards, Labour/employee information, Security of Property, Acquisition, Disposition and expropriation of land, Litigation or potential litigation, Solicitor-client privileged information.)**

**Move to adjourn at 8:09**



## SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

**MINUTES** of the Regular Meeting of the Regional Recycling Advisory Committee (RRAC) held at the Skeena-Queen Charlotte Regional District office in Prince Rupert on Wednesday, April 15, 2015 at 12:00 pm.

### PRESENT

Chair	B. Payette, District of Port Edward
Members	T. Ostrom, City of Prince Rupert ( <i>Regrets</i> ) J. Martin, Environmental Representative D. Nobels, SQCRD Electoral Area A R. Pucci, City of Prince Rupert
Staff	K. Mellor, Chief Administrative Officer D. Fish, Deputy Corporate Officer T. Des Champ, Recycling Operations Manager

### 1. CALL TO ORDER 12:00 p.m.

### 2. AGENDA

MOVED by Member Pucci, SECONDED by Member Nobels, that the agenda be adopted as presented.

**017-2015**

**CARRIED**

### 3. MINUTES & BUSINESS ARISING FROM MINUTES

3.1 Minutes of the Regional Recycling Advisory Committee meeting held February 18, 2015

MOVED by Member Pucci, SECONDED by Member Nobels, that the minutes of the January 21, 2015 Regional Recycling Advisory Committee meeting be adopted as amended to include the following:

- Under adjournment: Strike out the resolution number 015-2015 and insert the resolution number 016-2015.

**018-2015**

**CARRIED**

### 4. DELEGATIONS

None.

### 5. CORRESPONDENCE

None.

**6. REPORTS – RESOLUTIONS**

- 6.1 T. Des Champ, Recycling Operations Manager – Mainland Recycling – Operations Report

MOVED by Member Nobels, SECONDED by Member Pucci, that the verbal report from staff entitled “Mainland Recycling – Operations Report” be received for information.

**019-2015**

**CARRIED**

*Member Pucci left the meeting at 12:30 PM.*

**7. NEW BUSINESS**

None.

**8. OLD BUSINESS**

- 8.1 Skeena-Queen Charlotte Regional District Regional Recycling Depot Asset Management Plan Request for Proposal

MOVED by Member Nobels, SECONDED by Member Martin, that the Skeena-Queen Charlotte Regional District Regional Recycling Depot Asset Management Plan Request for Proposal be received.

**020-2015**

**CARRIED**

- 8.2 Skeena-Queen Charlotte Regional District Recycling Transfer Station

MOVED by Member Nobels, SECONDED by Member Martin, that the business entitled “Skeena-Queen Charlotte Regional District Recycling Transfer Station” be received.

**021-2015**

**CARRIED**

*The Regional Recycling Advisory Committee established July 15, 2015 at 12:00PM as its next meeting time and date.*

**9. ADJOURNMENT**

MOVED by Member Nobels, SECONDED by Member Martin, that the Regional Recycling Advisory Committee meeting be adjourned at 12:37 p.m.

**022-2015**

**CARRIED**

Approved and adopted:

Certified correct:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Deputy Corporate Officer



May 25, 2015

## **Climate Change & Air Pollution Info Labels on Gas Pumps**

*A summary report for municipalities in British Columbia\**

This document is an abbreviated adaptation of a 40-page legal report produced by *Our Horizon* that is [available for download as a PDF](#). The document that you are reading provides a summary of our research regarding the jurisdiction of B.C. municipalities to implement climate change and air pollution warning labels on gasoline pumps within their municipal boundaries.

### **Highlights: Climate Change and Air Pollution in British Columbia Municipalities**

- While climate change discourse in Canada tends to focus on oil sands and pipelines, the vast majority of greenhouse gas emissions in this sector actually come from end-use; emissions from extraction and processing pale in comparison to emissions from vehicle combustion. According to *C40*, cities are responsible for approximately 70% of global carbon emissions.
- The transportation sector in British Columbia accounts for 40% of greenhouse gas emissions in the province. Exhaust from automobiles contributes to poor air quality and has been associated with cardiovascular disease, stroke, lung cancer, leukemia, and other health concerns.
- The sources and impacts of these emissions are both experienced locally. To date, cities across Canada have taken hundreds of initiatives to reduce their GHGs. Municipal action on climate change is well-established and is integral to addressing the issue.

### **Highlights: Information Labels on Gas Pumps**

- The concept of climate change warning labels on gas pumps [has been endorsed by](#) over 100 academics and leaders in their field from universities across North America.
- Research shows that similar labels used on tobacco products help to change both attitudes and behaviour.
- Our warning labels help address the psychological and economic reasons that hinder action on climate change in the following ways:
  - 1) They provide immediate feedback concerning the impact of fossil fuel use, counteracting cognitive biases by bringing faraway consequences into the here and now;
  - 2) They address the problem of diffusion of responsibility by showing impacts right in the palm of our hand;
  - 3) They capture and communicate negative externalities in a qualitative way, complementing quantitative means such as carbon taxes.
- The labels take the act of pumping gas, which has been a habitual act for several generations, and de-normalizes it. They disrupt the status quo, shake us out of our sense of complacency, and provide impetus for us to do better. We anticipate that they will cause some individual behavioural change but, more importantly, they will contribute to the creation of social conditions that favour meaningful action on climate change.

## Highlights: Legal Research

- Municipalities in British Columbia can require gasoline retailers to place climate change and air pollution information labels on their gas pump nozzles. The labels would be a new condition for a gasoline retailer to obtain, continue to hold or renew its business licence.
- The *Community Charter* provides the authority to require such labels through its powers to regulate in relation to business (s.8(6) and s.15). Further, in cooperation with the B.C. provincial government, a municipality may require the labels through its concurrent jurisdiction to regulate in relation to Public Health (s.8(3)(i)) and the Protection of the Natural Environment (s.8(3)(j)).
- The Supreme Court of Canada has recognized that municipal by-laws are to be given a broad and purposive interpretation; this is incorporated into s.4(1) of the *Community Charter* itself. Courts have established a deferential approach to decisions of municipal councils.
- Climate change is the exact sort of major environmental challenge that is contemplated by the Supreme Court of Canada in *Spaytech v. Hudson*. The issue is one that requires action by governments at all levels. This view is consistent with federal and provincial messaging and long standing practice in municipalities across Canada. Indeed, the B.C. provincial government has required municipalities to establish objectives and goals for the reduction of GHG emissions in their official community plans through the *Local Government (Green Communities) Statutes Amendment Act*.
- Warning labels on tobacco packaging have been upheld by the Supreme Court of Canada. Our warning labels anticipate freedom of expression challenges by including attributions in small print at the bottom of our mock-ups similar to those on tobacco packages.
- The Ontario Court of Appeal ruled in *ORHMA v. Toronto* that cities can use their licensing powers and their general powers to impose consumer advisories at restaurant entrances. Our warning labels draw on these and other precedents.
- The preambles of numerous municipal anti-idling by-laws reference greenhouse gas emissions, climate change, and local air quality. Implicit in these ubiquitous by-laws is an accepted recognition of vehicular emissions as a matter of local concern. The rationale behind our labelling by-law amendment is identical.

Please contact us ([matt@ourhorizon.org](mailto:matt@ourhorizon.org)) if you have any questions. We look forward to working with you!

\* The legal research in this document is not legal advice and is only applicable to municipalities in British Columbia. It does not apply to Regional Districts, nor does it address the Vancouver Charter (to which the City of Vancouver is subject). Our Horizon Society, its staff, board of directors and volunteer researchers assume no responsibility for reliance on the material contained herein. Municipalities are encouraged to consult their legal departments or seek independent legal advice before taking any action to pursue the proposed by-law amendment.

August 3, 2015

***Letter of Intent***

**Attention - Western Economic Diversification Canada  
(Skeena Queen Charlotte Regional District)**

**Funding Organization:** Northern Development Initiative Trust  
301 - 1268 Fifth Avenue, Prince George, BC V2L 3L2 Tel: 250-561-2525 Fax: 250-561-2563

Dean McKinley- Director, Economic Development

[dean@northerndevelopment.bc.ca](mailto:dean@northerndevelopment.bc.ca)

**Applicant:** *Old Massett Village Council* - P.O. Box 175, Masset, B.C., V0T 1M0

**Insert Project Name (Hiellen Longhouse Village - Accessible Accommodations):**

Eligible Funding Program: Community Halls and Recreation Facilities

Proposed amount of funding: **\$30,000**

Purpose of funding: Old Massett Village is developing a culturally appropriate eco-tourism, health and education centre in an area of their traditional territory at the north end of Graham Island, Haida Gwaii. A number of small longhouse-style accommodations & larger meeting longhouses have been built, and future plans include establishing a museum and centre of artifacts. Since the onset of the project they have developed a partnership agreement and Memorandum of Understanding with the provincial government - specifically BC Parks - to design accessibility into their facilities to provide inclusive opportunities to serve and accommodate people with disabilities, seniors, and their families. This application requests support to retrofit two small longhouse units to upgrade them to meet universal access standards to include; accessible bathrooms, kitchens, ramps, lever handles on doors, colour definition for persons with vision impairments and considerations for people with hearing loss.

They aspire to improve access to two units to allow one or more parties to be accommodated consecutively, providing opportunities to visit and interact in an appropriate manner.

The need for these accommodations has come to the forefront with increased tourist & community visitation of consumers with disabling conditions since the opening of the adjacent universally accessible Tow Hill Blowhole Boardwalk in June 2014.

People need accessible accommodations on Haida Gwaii to allow for extended stays in this part of the northern Region. Research has proven that there is not one motel, bed & breakfast or community accommodation that can provide an accessible bathroom with roll-in shower for persons in wheelchairs to use, and should they require this type of accessible bathroom, they would need to make



arrangements to use the local hospitals to shower and bathe.

Old Massett would like to resolve this situation by providing an exemplary facility at Hiellen Longhouse Village.

Restrictions on funding: (specifics to be determined at time of application)

Fiscal year that the funding could flow to the applicant: 2015-16

Current status and proposed date for confirmation on commitment: Intake deadline is November 8, 2015 and decision expected January/February 2016;

Insert Project Name (*History Reclaimed - the Cape Fife Accessible Trail*):

The Cape Fife heritage Trail travels from the North to East side of Graham Island, from the trailhead that is in close proximity to Tow Hill and Hiellen Longhouse Village, crossing the Four Corners homestead from the 1800's, a west-coast rain forest & Argonaut ecological bog reserve, coming out north of Tlell on the northeast side of the Island.

It is well used, needs major improvements to increase access for disabled people & seniors & protect the delicate environment that is extremely impacted through increased use of the trail & shelter at Cape Fife.

Boardwalks, bridges, trail modifications & interpretation is proposed to improve access, rehabilitate, & protect the fragile ecosystem.

With increased public use & a deteriorating infrastructure on the Trail, including bridges & boardwalks, the environment is dramatically impacted & compromised. The majority of the 9700m (9.7km) Trail is comprised of a cleared path through the forest & wetland landscape, includes approx. 100 segments of boardwalk & 11 bridges = 1799m in length. All of the existing bridges & majority of the boardwalk were built over three decades ago & require repair or replacement.

Very little of the Trail is wheelchair accessible & due to structural limitations many sections are difficult to traverse by able-bodied visitors. At times people cross waist-high creeks where bridges have fallen away, going around deep muddy sections thus widening & eroding the fragile ecosystem on either side of the existing Trail.

This Trail is widely used. The area is realizing increased visitations from people with disabling conditions and seniors because of the accessible features on the Tow Hill Blowhole Boardwalk and the goal of the local and global community to experience culturally appropriate Haida areas.

Old Massett & BC Parks are committed to expand and improve accessibility on the Cape Fife Trail to allow for safer experiences to accommodate all persons while meeting the demands from consumers with disabilities, seniors and other members of the visiting public.

The overall goal of Old Massett is to have both these initiatives along with the carving and raising of a new totem pole to be erected at the Hiellen

**Longhouse village site ready and complete in time for Canada's 150th birthday on July 1st.2017.**

Eligible Funding Program: Community Halls and Recreation Facilities

Amount of funding: **\$30,000**

Purpose of funding:

Restrictions on funding: **(specifics to be determined at time of application)**

Fiscal year that the funding could flow to the applicant: **2016-17**

Current status and proposed date for confirmation on commitment: **Intake deadline is November, 2016 and decision expected January/February 2017;**

Funding approval will require a resolution of support from the Skeena-Queen Charlotte Regional District, support from Northern Development's Northwest Regional Advisory Committee, approval of the Board of Directors and be subject to availability of funding.

Please contact Dean McKinley - Director - Economic Development,@ [dean@northerndevelopment.bc.ca](mailto:dean@northerndevelopment.bc.ca) should there be any questions regarding the alignment of these projects with Northern Development's funding program.





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

<b>Payable To</b>	<b>Date</b>	<b>Amount</b>	<b>Purpose</b>
Big Red Enterprises Ltd.	3-Jun	\$ 15,487.92	May Garbage Collection Contract
Joanne Sankew	3-Jun	\$ 7,256.80	Apr 20-May 19 HR Services
Pacific Blue Cross	3-Jun	\$ 6,293.24	June PBC/BC Life Premiums
PR Public Library	3-Jun	\$ 5,000.00	2015 Annual Grant
Sandspit Emergency Preparedness Planners	30-Jun	\$ 20,000.00	SEPP FUNDING - Sandspit Evacuation Site
Ticker's Hauling & Storage	30-Jun	\$ 5,412.75	Transport Recyclables & Equipment Rental
Receiver General	3-Jun	\$ 11,491.27	Payroll Remittance (PP11-2015)
Receiver General	8-Jun	\$ 8,671.62	Payroll Remittance (PP12-2015)
Receiver General	26-Jun	\$ 10,550.95	Payroll Remittance (PP13-2015)

<b>CHEQUES OVER \$5,000:</b>	<b>\$ 90,164.55</b>
<b>CHEQUES UNDER \$5,000:</b>	<b>\$ 114,300.43</b>
<b>TOTAL CHEQUES:</b>	<b><u>\$ 204,464.98</u></b>

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

<b>Payable To</b>	<b>Date</b>	<b>Amount</b>	<b>Purpose</b>
Big Red Enterprises Ltd.	15-Jul	\$ 15,400.29	June Garbage Collection Contract
C & C Beachy Contracting	15-Jul	\$ 7,659.75	Repair Bin & Leachate Leak
PE Historical Society (NP Cannery)	15-Jul	\$ 50,000.00	2015 Annual Grant (final installment)
Ticker's Hauling & Storage	15-Jul	\$ 7,899.50	Transport Recyclables & Equipment Rental
Western Financial Group	15-Jul	\$ 6,121.00	Annual Fleet Insurance
Dixon Entrance Maritime Museum Society	29-Jul	\$ 8,000.00	2015 Annual Grant
Pacific Blue Cross	29-Jul	\$ 5,345.20	July PBC/BC Life Premiums
Port Clements Historical Society & Museum	29-Jul	\$ 10,000.00	2015 Annual Grant
Receiver General	9-Jul	\$ 8,575.14	Payroll Remittance (PP14-2015)
Receiver General	29-Jul	\$ 10,379.67	Payroll Remittance (PP15-2015)

<b>CHEQUES OVER \$5,000:</b>	<b>\$ 129,380.55</b>
<b>CHEQUES UNDER \$5,000:</b>	<b>\$ 102,500.97</b>
<b>TOTAL CHEQUES:</b>	<b><u>\$ 231,881.52</u></b>





## PEACE RIVER REGIONAL DISTRICT

Office of: the Chair

via email to: [MEM.Minister@gov.bc.ca](mailto:MEM.Minister@gov.bc.ca)

June 12, 2015

The Honourable Minister Bill Bennett  
Minister of Energy and Mines  
Minister Responsible for Core Review  
Room 301, Parliament Buildings  
Victoria, BC  
V8V 1X4

RECEIVED  
JUN 14 2015  
SKEENA-QUEEN CHARLOTTE  
REGIONAL DISTRICT

Dear Minister Bennett,

**Re: Order in Council No. 148**

Thank you for your quick response dated May 13, 2015 on behalf of Premier Clark to the Peace River Regional District letter, dated April 30, 2015 regarding the OIC #148 which removed lands from the ALR through a recommendation from the ELUC.

The ELUC was enacted to protect the environment and it would be important that the "executive committee" examine the duties of the ELUC.

**Definitions:**

1. In this Act:

"committee" means the Environment and Land Use Committee continued under this Act;

"environment" means all the external conditions or influences under which humans, animals, and plants live or are developed;

**Duties of the Committee:**

3. The committee has the following duties and powers:

- (a) to establish and recommend programs designed to foster increased public concern and awareness of the environment;

**PLEASE REPLY TO:**

■ BOX 810, DAWSON CREEK, BC V1G 4H8 TELEPHONE: (250) 784-3200 or (800) 670-7773 FAX: (250) 784-3201 EMAIL: [prrd.dc@prrd.bc.ca](mailto:prrd.dc@prrd.bc.ca)  
□ 9505 100 STREET, FORT ST. JOHN, BC V1J 4N4 TELEPHONE: (250) 785-8084 Fax: (250) 785-1125 EMAIL: [prrd.fs@prrd.bc.ca](mailto:prrd.fs@prrd.bc.ca)

- (b) to ensure that all the aspects of preservation and maintenance of the natural environment are fully considered in the administration of land use and resource development commensurate with a maximum beneficial land use, and minimize and prevent waste of those resources, and despoliation of the environment occasioned by that use;

DEFINITION OF DESPOLIATION — TO DESPOIL: WHICH MEANS: 1. TO SEVERELY DAMAGE OR RUIN (a place); 2. TO FORCEFULLY TAKE WHAT IS VALUABLE FROM (a place);

- (c) If considered advisable, to make recommendations to the Lieutenant Governor respecting any matter relating to the environment and the development and use of land and other natural resources;
- (d) to enquire into and study any matter related to the environment or land use;
- (e) to prepare reports, and, if advisable, to make recommendations to the Lieutenant Governor in Council;

Noted in your response is that you specify only Section 7 as though ELUC is acting in accordance with the Act whereas in Section 3 (a) (b) it would appear the actions that have been undertaken are contrary to the Act.

In reviewing your letter and obtaining a copy of the letter to Hydro Chair, Stephen Bellringer, it is also noted that your letter (undated) received by the ALC on Dec. 11th, 2013, shows you have already clearly stated the position of the Province, quote, "The Province is aware that one of the issues at the hearing will be the effect of the Project on agricultural land, some of which is located within the Agricultural Land Reserve." You also stated that, "Considering this joint environmental assessment, and its public hearing process under an independent Joint Review Panel, I am writing to inform you that the Government's current view is that this process should not be duplicated respecting these lands by a further process under the *Agricultural Land Commission Act*." Further stating, "Should the Project receive approval in the environmental assessment process, the Government will take appropriate action to ensure that the requirements of the *Agriculture Land Commission Act* will not apply to any of the lands potentially affected by the Project". Finally you state, "Please feel free to draw this letter to the attention of the Joint Review Panel at the hearing."

Even as the process had barely begun, the province was ensuring that they would remove any legal road blocks instead of allowing the Joint Review Panel to conduct the hearings in an unbiased manner. With statements such as were made in the letter to the Chair of BC Hydro and cc'd to Richard Bullock, then chair of the ALC, the province was clearly directing the ALC that there was no need for them to be involved. The ALC Act states that the Commission will only respond through an application process and, in this case, no application was ever made, therefore, there was no ability to respond to the JRP.

We believe that these actions are contrary to the ELUC and the ALC and are not acceptable. We request that you follow the provincially regulated acts and the recommendations of the JRP, rescind OIC # 148 and allow the BCUC to conduct an appropriate hearing.



For your further consideration, the Peace River Regional District forwarded the following resolution to the 2015 North Central Local Government Association (NCLGA) which was endorsed.

**Therefore Be It Resolved:**

**That the Province of BC be requested to rescind Order in Council No. 148 until there has been adequate public input and respect shown for the legal requirements required to apply for removal of lands from the ALR.**

There is mounting provincial concern with regard to the loss of valuable food producing lands.

Yours truly,

A handwritten signature in black ink, appearing to read 'Lori Ackerman', with a large, stylized initial 'L'.

Lori Ackerman,  
Chair

cc: Lieutenant Governor Judy Guichon  
Premier Clark  
Minister Steve Thompson  
Minister Norm Letnick  
MLA Pat Pimm  
MLA Mike Bernier  
UBCM members  
Regional Districts  
Frank Leonard, Chair, ALC



37, 3RD AVE, PO BOX 820  
BURNS LAKE, BC  
VOJ 1E0

REGIONAL DISTRICT  
OF BULKLEY-NECHAKO  
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

RECEIVED

JUN 25 2015

SKEENA-OWEN CHARLOTTE  
REGIONAL DISTRICT

June 25, 2015

Honourable Suzanne Anton, Attorney General and Minister of Justice  
PO BOX 9044 Stn Prov Govt  
Victoria BC V8W 9E2

Dear Minister Anton,

**Re: British Columbia Earthquake Preparedness Consultation Report**

After careful review of the British Columbia Earthquake Preparedness Consultation Report prepared by Henry Renteria in December 2014, the Regional District of Bulkley-Nechako wishes to express its concerns.

Although the British Columbia Earthquake Preparedness Consultation Report recommends the Provincial and Federal Governments increase funding to local governments the objectives outlined in the document are unattainable by the Regional District of Bulkley-Nechako in any event.

The Regional District of Bulkley-Nechako has been activated for extended periods of time at various levels almost every year. The Regional District of Bulkley-Nechako has a limited number of staff available to respond to emergencies and, unlike the Province, does not have other agencies to draw from to support a response. During emergency responses, all Regional District departments and many of the staff are activated, during which time they are unable to address Board priorities and day to day duties and responsibilities. These staff members work above and beyond the call of duty during these responses and are exhausted afterward. Staff feel pressure to get the backlog of regular work caught up, resulting in more staff overtime and further exhaustion. The cycle continues each season as the Regional District of Bulkley-Nechako is essentially located in the heart of the mountain pine beetle impacted area of the Province.

The Province only reimburses the Regional District for staff overtime during an emergency response, once the Province decides the event is worthy of a task number. Any amount of funding from the Province will be insufficient to mitigate the time and productivity loss to the region and does not factor minimal staffing levels.

From past experience, the Regional District has seen the promise of funding to support the shift of mandate of responsibilities from the Province dry up over a few years and local government is left taxing its residents for these services.

The Regional District of Bulkley-Nechako recommends that the Province increase funding to Emergency Management BC to build a team of experts and gather the

**MUNICIPALITIES:**

SMITHERS FORT ST. JAMES  
VANDERHOOF FRASER LAKE  
HOUSTON TELKWA  
BURNS LAKE GRANISLE

**ELECTORAL AREAS:**

A - SMITHERS RURAL E - FRANCOIS/OOTSA LAKE RURAL  
B - BURNS LAKE RURAL F - VANDERHOOF RURAL  
C - FORT ST. JAMES RURAL G - HOUSTON RURAL  
D - FRASER LAKE RURAL

INQUIRIES@RDBN.BC.CA  
WWW.RDBN.BC.CA

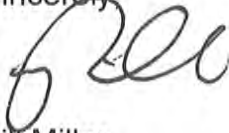
PH: 250-692-3195  
FX: 250-692-3305  
TF: 800-320-3339



appropriate resources to manage and deal with emergency management as the Province did in the past. Also, it is recommended that the Province develop a provincial program with the expertise to address the need for enhanced preparedness and response to emergencies in British Columbia and not rely on local government for emergency preparedness service delivery.

The Regional District of Bulkley-Nechako looks forward to your considered response to its concerns.

Sincerely,



Bill Miller  
Chair

cc

Alberni-Clayoquot Regional District  
Capital Regional District  
Cariboo Regional District  
Central Coast Regional District  
Columbia-Shuswap Regional District  
Comox Valley Regional District  
Cowichan Valley Regional District  
Fraser Valley Regional District  
Metro Vancouver  
Northern Rockies Regional Municipality  
Peace Regional District  
Powell River Regional District  
Regional District of Central Kootney  
Regional District of Central Okanagan  
Regional District of East Kootney  
Regional District of Fraser Fort George  
Regional District of Kitimat Stikine  
Regional District of Kootney Boundary  
Regional District of Mount Waddington  
Regional District of Nanaimo  
Regional District of North Okanagan  
Regional District of Okanagan-Similkameen  
Skeena-Queen Charlotte Regional District  
Squamish-Lillooet Regional District  
Stikine Regional District  
Strathcona Regional District  
Sunshine Coast Regional District  
Thompson-Nicola Regional District



building communities together

## ITEM 7.3

Tel: 250 392 3351

TF: 1 800 665 1636

Fax: 250 392 2812

Suite D, 180 North Third Avenue

Williams Lake, BC V2G 2A4

www.cariboord.bc.ca

Your Reference:

Our Reference: 400-70

June 25, 2015

UBCM Healthy Communities Committee  
c/o Marilyn Chiang, Senior Policy Analyst  
Suite 60 – 10551 Shellbridge Way  
Richmond, BC V6X 2W9

Lower Mainland LGA  
#60 - 10551 Shellbridge Way  
Richmond, BC V6X 2W9

Association of Kootenay and Boundary  
Local Governments  
790 Shakespeare Street  
Trail, BC V1R 2B4

Association of Vancouver Island and  
Coastal Communities  
525 Government Street  
Victoria, BC V8V 0A8

Southern Interior LGA  
5 – 690 Robson Drive  
Kamloops, BC V2E 2B7

North Central LGA  
206-155 George Street  
Prince George BC V2L 1P8

Dear Chair and Directors:

At its regular meeting held on June 12, 2015, the Cariboo Chilcotin Regional Hospital District Board (CCRHDB) received and considered correspondence from Hilary Crowley, Physiotherapist, regarding the shortage of physiotherapists in BC, particularly in the North.

The CCRHDB shares Ms. Crowley's concerns regarding the shortage of physiotherapists, and will be submitting resolutions to NCLGA and UBCM, advocating for the establishment of a Northern Physiotherapy Program at the University of Northern BC, to provide for 20 more physiotherapy academic seats in BC.

/..2

A Fact Sheet is attached for your reference. On behalf of the CCRHDB members, I urge you to join us in lending your support to this important health initiative.

Yours truly,



John Massier  
Chair

- c: City of Dawson Creek - Mayor, Dale Bumstead  
City of Fort St. John - Mayor, Lori Ackerman  
City of Prince George - Mayor, Lyn Hall  
City of Prince Rupert - Mayor, Lee Brain  
City of Terrace - Mayor, Carol Leclerc  
District of Chetwynd - Mayor, Merlin Nichols  
District of Fort St. James - Mayor, Rob MacDougall  
District of Houston - Mayor, Shane Brien  
District of Hudson's Hope - Mayor, Gwen Johansson  
District of Kitimat - Mayor, Phillip Germuth  
District of Mackenzie - Mayor, Pat Crook  
District of Port Edward - Mayor, Dave MacDonald  
District of Stewart - Mayor, Galina Durant  
District of Taylor - Mayor, Rob Fraser  
District of Tumbler Ridge - Mayor, Don McPherson  
District of Vanderhoof - Mayor, Gerry Thiessen  
District of Wells - Mayor, Robin Sharpe  
Nisga'a Village of Gitwinksihlkw - Chief, Ron Nyce  
Northern Rockies Regional Municipality - Mayor, Bill Streeper  
Regional District of Bulkley Nechako - Chair, Bill Miller  
Regional District of Fraser Fort George - Chair, Art Kaehn  
Regional District of Kitimat-Stikine - Chair, Stacey Tyers  
Regional District of Peace River - Chair, Lori Ackerman  
Regional District of Skeena Queen Charlotte - Chair, Andrew Merilees  
Town of Smithers - Mayor, Taylor Bachrach  
Village of Burns Lake - Mayor, Luke Strimbold  
Village of Fraser Lake - Mayor, Dwayne Lindstrom  
Village of Granisle - Mayor, Linda McGuire  
Village of Hazelton - Mayor, Alice Maitland  
Village of Masset - Mayor, Andrew Merilees  
Village of McBride - Mayor, Lorraine Martin  
Village of Port Clements - Mayor, Ian Gould  
Village of Pouce Coupe - Mayor, William Plowright  
Village of Queen Charlotte - Mayor, Greg Martin  
Village of Telkwa - Mayor, Darcy Repen  
District of New Hazelton - Mayor, Gail Lowry  
Village of Valemount - Mayor, Jeannette Townsend

*building communities together*

## PHYSIOTHERAPY FACT SHEET

- **Physiotherapy** is a healthcare profession dedicated to working with people to identify and maximize their ability to move and function throughout their lifespan. Specifically, physiotherapists improve clients' quality of life by promoting optimal mobility, physical activity and overall health and wellness. Physiotherapists help to prevent injuries and provide therapy to alleviate pain, strengthen muscles and improve co-ordination. The profession is committed to health and quality of life.
- **Shortage of Physiotherapists:** There is a shortage of physiotherapists across BC but most significantly in the North. 2014 indicated 267 vacancies in BC. There are no physiotherapy services in most First Nations communities but this is not included in the number of vacancies. Families living in northern, rural and First Nations communities are disadvantaged by lack of access to these services. The proposed increase in resource development in the north will also exacerbate the need for health professionals.
- **Current Vacancies:** There are currently 14 vacant positions in Central and Northern BC. There are many communities with no positions and no service due to unsuccessful physiotherapy recruitment efforts, resulting in loss of positions. Access to physiotherapists can reduce reliance on hospital emergency departments for management of chronic disease and improve patient outcomes for a lower cost.
- **Pediatrics:** The College of New Caledonia recently cancelled their contracts with Ministry of Children and Families to provide Early Intervention Services for vulnerable children in Nechako Lakes and Burns Lake. This leaves a significant gap in physiotherapy services for children with delayed development, where early intervention makes a critical difference in the future of children's ability to function and develop life skills.
- **Seniors:** A recent report by the Seniors Advocate showed that BC falls far behind other provinces in therapy services available to seniors. This leads to seniors in BC being placed in residential care prematurely due to mobility issues and no chance of good rehabilitation following a fall, injury or age-related mobility losses. The age of the physiotherapy work-force is also greater in the north meaning that imminently there will be more vacant physiotherapy positions and the expertise of these therapists will no longer be available to provide clinical teaching to new students unless this initiative is acted on in a timely manner.
- **Training:** UBC is the only Physiotherapy School in BC. UBC has the lowest number of seats to population ratio amongst all the provinces and experiences the worst shortages of physiotherapists across Canada. They graduate 80 physiotherapists annually. 20 of these 80 are in the northern and rural cohort, which means that their clinical experience is taught in rural and northern communities through UNBC. UNBC has a physiotherapy lab and clinical co-ordinator on site. They are also hooked up audio-visually across the Region and with UBC. UNBC has current space for a 20 seat physiotherapy program. Research shows that students trained in the north are far more likely to stay in the north.
- **Local Government Support:** The Mayors and Councils and MLAs that we spoke to at the NCLGA conference in May agreed that there was a need for more physiotherapists and that recruitment and retention is more successful when students come from and are trained in a rural or northern community.
- **Request:** We ask that you and members of the NCLGA advocate for 20 more physiotherapy academic seats in BC, to be located in the north to address the community need for physiotherapy services. A Northern Physiotherapy Program at UNBC, similar to the Northern Medical Program, would help to serve northern and rural communities. This will bring students in to experience work in rural communities and increase supply for the existing vacancies thereby improving the overall access to physiotherapy for many more rural and northern British Columbians.

Hilary Crowley, Physiotherapist – representing physiotherapists in the North.

**Office of the Chair**

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File: 4710-01

July 10, 2015

**Sent via email only:** bpages@mhtv.ca

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

Dear Chair Pages:

**Re: Support - British Columbia Conservation Tax Incentive Program proposal**

At its June 30, 2015 meeting the Comox Valley Regional District board of directors approved a motion to submit the following resolution to Union of BC Municipalities (UBCM) as a Comox Valley Regional District sponsored resolution:

WHEREAS the Islands Trust has successfully implemented a Natural Area Protection Tax Exemption Program (NAPTEP) which provides 65% property tax relief for landowners who enter into a conservation covenant to protect important natural features on their property;

AND WHEREAS the NAPTEP complements provincial and local programs and policies and does not result in any loss of tax revenue nor any significant additional costs;

AND WHEREAS regional districts and municipalities may wish to support and encourage landowners to preserve natural areas for current and future environmental benefits:

THEREFORE BE IT RESOLVED that the Ministry of Community, Sport and Cultural Development be requested to grant local governments the authority to implement a conservation tax incentive program modeled on the NAPTEP.

Comox Valley Regional District (CVRD) staff were recently approached by the Land Trust Alliance of BC with a request to sponsor the above-noted resolution to the UBCM in support of a province-wide conservation tax incentive program (CTIP), modelled after the Islands Trust natural areas protection tax exemption program (NAPTEP). The Land Trust Alliance of BC's proposal is attached.

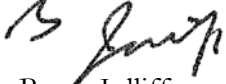
If the resolution is endorsed by UBCM, the province would be asked to amend the *Local Government Act* to grant local governments the authority to implement a CTIP program in their area. NAPTEP applies only to residential (class 1) land and only to the covenant (natural, undeveloped) area of a parcel. The program offers 65 per cent land tax exemption for land with an Islands Trust fund covenant.

Impact on regional district resources would have to be determined on a case-by-case basis, should this program be enabled.

If approved by UBCM, the conservation covenants will provide a tool to enhance conservation of natural areas on private land through voluntary means and financial incentives would offset start-up costs which are borne by the landowners involved.

In light of the above and in the interest of protecting and restoring sensitive natural areas, the Comox Valley Regional District respectfully request your support for the above-noted resolution at UBCM in September.

Sincerely,

A handwritten signature in black ink, appearing to read 'B. Jolliffe', written over the printed name.

Bruce Jolliffe  
Chair

Enclosure: Proposal for BC Conservation Tax Incentive Program

cc: Chief Administrative Officer, Skeena-Queen Charlotte Regional District



# Proposal for a B.C. Conservation Tax Incentive Program

Draft Background Paper, April 15, 2015

Land Trust Alliance of BC

## 1. Natural Areas Protection Tax Exemption Program

### *1.1 History*

In the early 1990's property values and assessments rose dramatically in B.C.'s Gulf Islands, triggering an increase in subdivisions and logging. Due to concerns about the impact of development on important ecological areas, locally elected trustees advocated for provincial legislation which would allow local governments to provide an incentive for landowners to voluntarily leave their properties in a natural state rather than developing or logging them to pay property taxes.

At the time the policy of the Islands Trust (a federation of local Gulf Islands governments) supported the use of property tax incentives to promote natural area conservation. As the concept of a conservation tax incentive program progressed it was felt that legislative changes allowing such incentives in the Islands Trust area only would be simpler than province-wide adoption.

The Natural Areas Protection Tax Exemption Program (NAPTEP) was instituted through amendments to the Islands Trust Act in 2000 and the Act's regulations in 2002. Launched initially in the Islands Trust areas overlapping with the Capital and Sunshine Coast Regional Districts, NAPTEP expanded between 2008 and 2011 to include the Islands Trust areas of the Nanaimo, Cowichan Valley, Comox Valley and Powell River regional districts. The only Islands Trust areas not yet approved for NAPTEP participation are the Municipality of Bowen Island and two other small islands in the Greater Vancouver Regional District.

### *1.2 Features of NAPTEP*

NAPTEP is a fully voluntary program offered by the Island Trust and Island Trust Fund (ITF – a conservation land trust for the Gulf Islands) – voluntary in terms of both regional district and municipal participation and in terms of landowner enrolment. All NAPTEP covenants are held by the ITF Board. NAPTEP covenants follow a standard “template” required by BC Assessment. This means that a few covenants which do not fit this template have been processed outside the scope of NAPTEP.

NAPTEP offers 65% tax exemption on land which is protected by a conservation covenant. Qualifying land must have special features such as undisturbed natural areas that are good examples of important ecosystems, habitat for rare native plants or plant communities, critical habitat for native animal species or special geological features.

NAPTEP covenants apply to natural areas and generally are not placed on developed portions of a parcel, such as homes, other buildings and roads. NAPTEP reduces only the land portion of property taxes, not parcel taxes or tax on improvements. Land with a NAPTEP covenant receives a Natural Area Exemption Certificate which is forwarded to BC Assessment and reduces annual taxes payable. NAPTEP covenants do not entail a requirement for public access to the protected land.

There is no minimum or maximum size for conservation covenants. However it is unlikely that owners of small parcels or land with low assessed value will apply to NAPTEP since the potential tax reduction benefits may not outweigh the costs of entering the program. Typically, landowners would be seeking to recover application costs in a few years.

Land approved under the NAPTEP program is classed as residential (BC Assessment class 1). However placement of a covenant on a parcel may lower the assessed value of land which could otherwise be developed since those development opportunities are foregone. Lands subject to other tax exemptions, such as Private Managed Forest Land (BC Assessment class 7) and agricultural land (class 9), are not eligible for NAPTEP. Also, land in the Agricultural Land Reserve (ALR) cannot have a restrictive covenant applied to it without special approval. Conservation covenants are therefore not applied to ALR land. Land enrolled under NAPTEP may qualify for the federal Ecological Gifts (EcoGift) program and charitable gift receipt. The EcoGift program gives private land owners a non-refundable income tax credit and an exemption from capital gains tax.

Landowners applying for NAPTEP are responsible for payment of covenant initiation costs, which include a \$450 ITF application fee, a legal land survey, baseline ecological survey, legal and tax advice and registry of the covenant with BC Land Titles. Total initiation costs are estimated to range from \$2500 to \$12,000, a significant cost for any landowner considering a covenant as permanent protection for their property. In some cases supplementary funding can be arranged to assist landowners with these initiation costs. The ITF is responsible for ongoing costs of monitoring and enforcement of the covenant.

Conservation covenants are permanent, remaining with the land title even if the land is sold. NAPTEP benefits are also permanent and will therefore help to balance the lowered development potential of the land for the initial and future owners of the land. However, if a landowner breaches the conditions of the covenant, the NAPTEP certificate may be revoked and past tax reduction benefits may be fully recovered. It should be noted that other, more equitable, exit provisions could be adopted. For example, the Private Managed Forest Land program uses a full benefit recovery approach (similar to NAPTEP) for land which has been enrolled for up to five years. After five years the exit fee is reduced and after fifteen years the land is no longer subject to an exit fee.

### ***NAPTEP Stories***

A landowner in the northern Gulf Islands felt motivated to protect his property which provides an important natural corridor between a provincial park and an area of coastal bluffs and Garry Oak habitat. After learning about NAPTEP he decided to proceed with negotiation of a covenant on approximately 85% of his 13.5 acre property. During the ecological assessment and communication with ITF he learned more about the restoration of a mature, healthy forest. Although he was able to take advantage of some favourable prices for the ecological survey and legal advice, his direct costs still amounted to approximately \$5000 for the initiation of the covenant. He estimates that his property taxes have been reduced by “a few hundred dollars per year”, leaving him with a payback period of 6 – 8 years. Despite his relatively small covenant size and small annual tax savings, the landowner says that he is happy to have the covenant in place and happy that he is dealing with a land trust which takes the covenant seriously and supports his conservation goals. He reports that he has had very positive feedback from neighbours, although none have yet followed his lead. He agrees that a larger tax exemption might be critical for some landowners for whom a shorter payback period is more important.

A landowner family in the southern Gulf Islands was similarly motivated by a strong desire to protect 1.2 acres of Garry Oak meadow on his 4.2 acre property. The covenant, established in 2011, is held by the Islands Trust Fund and the local island conservancy. The cost of developing the covenant included the ITF fee, land survey, ecological assessment and registration with Land Titles and cost a total of about \$3400. In this case, a local endowment fund was available to offset approximately 75% of the covenant initiation costs, leaving them with over \$800 in out of pocket expense. Because the property and covenant area are small, the NAPTEP tax exemption saving is about \$200 per year. This small tax saving would not, by itself, be sufficient to justify the covenant on a strictly financial basis. The landowners’ motivation for establishing a conservation covenant was clearly their love of the natural character of their property and the availability of the local endowment fund.

Conservation covenants require annual monitoring, communication between the covenant holder and landowner, and possible enforcement and even occasional resolution of legal issues. The degree of monitoring and other management required is usually related to the amount of detail and complexity in the covenant. Covenant management may also involve assistance to the landowner to maintain the identified ecological values (eg. invasive species removal).

Monitoring and management of covenants is the responsibility of the covenant holder, usually a conservation organization. In some cases endowment funds are set aside to offset the annual monitoring and management costs. In other cases landowners are required to pay an annual amount to cover, at least partially, these annual costs.

While these considerations apply regardless of whether or not a tax exemption program is in place, they have a considerable impact on the readiness of land owners and land trusts or others to put conservation covenants in place and, thus, the level of demand for a tax exemption program.

### 1.3 NAPTEP Enrolment

While there is considerable land potentially eligible for protection under an IT covenant and tax exemption under NAPTEP, only a small amount has so far been enrolled. The following table shows the level of participation in the NAPTEP by year and regional districts. After ten years of implementation in the Capital RD (Saltspring, North Pender and Galiano islands) there are 20 participating properties with total covenant area of just over 62 ha. The RD of Nanaimo (Gabriola Island) and the Comox Valley RD (Hornby Island) have had shorter periods of participation and, so far, lower levels of usage. There have been no NAPTEP covenants approved yet in the ITF area covered by the Cowichan Valley, Sunshine Coast or Powell River RDs.

#### Land Enrolled in the ITF Natural Area Protection Tax Exemption Program

No. of parcels and (ha.)

Year	Capital RD		RD of Nanaimo		Comox Valley RD	
	NAPTEP	Non-NAPTEP	NAPTEP	Non-NAPTEP	NAPTEP	Non-NAPTEP
2005-06*	4 (31.2)	2				
2006-07	2 (10)	0				
2007-08	4 (8.3)	0				
2008-09**	5 (7.2)	0				
2009-10	2 (2.9)	0	1 (7.4)	0		
2010-11***	0	0	1 (2.1)	1		
2011-12	1 (0.8)	2	0	0		
2012-13	1 (0.9)	0	0	0	1 (4.7)	0
2013-14	0	1	0	0	0	0
2014-15	1 (0.8)	1	0	0	0	0
Total	20 (62.1)	6	2 (9.5)	1	1 (4.7)	0

\* 2005 – NAPTEP launched in Capital RD

\*\* 2008 – NAPTEP launched in RD of Nanaimo

\*\*\* 2010 – NAPTEP launched in Comox Valley RD

*Source: Islands Trust Fund*

Prior to the initiation of NAPTEP, the ITF had a total of 34 conservation covenants on both private and public land. Since NAPTEP came into effect in the Capital RD there have been about 2 NAPTEP covenants per year and less than one non-NAPTEP covenant per year.

ITF has indicated that older covenants can transition into the NAPTEP if they meet all eligibility criteria. To date only one such transition of an older covenant into the program has taken place although there have been a few other indications of interest.

It would appear that the level of usage or enrolment in the NAPTEP is holding relatively constant in the ITF area at 2 – 3 covenants per year. The modest level of NAPTEP enrolment reflects the fact that NAPTEP provides a fairly small financial incentive to landowners considering a conservation covenant. NAPTEP is not being used for tax avoidance purposes. However it is likely a positive influence on landowners who would otherwise be undecided about the overall benefits and costs of long-term conservation of their land.

It appears that for large properties which could potentially realize a greater benefit from a NAPTEP tax saving, there may be offsetting subdivision or other development potential which reduces landowners interest in participation. For small properties the tax saving potential is also small and may not be enough to outweigh the covenant initiation costs, some of which are fixed regardless of parcel size. Covenants are most likely where landowners have a clear conservation orientation or where there are offsetting sources of funding. In addition to these factors, possible expansion of a conservation tax incentive program to other areas of the province could be affected by the willingness of regional districts and municipalities to participate in the program.

The capacity of land trusts or local governments to initiate conservation covenants and make the commitment to their ongoing monitoring and management is also likely to be a limiting factor for land enrolment in a province-wide tax exemption program. Many land trusts operate with limited human and financial resources and are therefore unlikely to be able to handle the start-up or ongoing monitoring of more than a small number of covenants each year.

The expected impact of a NAPTEP-like, province-wide tax incentive program is therefore that there will be a modest increase in the number of conservation covenants. Those landowners who are positively inclined and have valuable natural areas may wish to proceed with a covenant if the costs and benefits can be shifted slightly in their favour. A province-wide tax incentive program is not going to result in a large influx of properties nor in a disruption of tax revenues or shifting of tax incidence.

#### ***1.4 NAPTEP Financing***

Two facts stand out with respect to the financing of NAPTEP tax exemptions. First, there is no loss of provincial or local tax income and no requirement for the province to compensate local governments for reduced tax. Instead, the NAPTEP program involves a tax shift from a small number of participating landowners to a large number of non-participating properties. And, second, the amount of tax shifting is very small.

In simple terms, property taxes are based on assessed values (the tax base) and tax (or mill) rates. Actual taxes payable are subject to both changes in the tax base and changes in revenue requirements for such things as schools, hospitals and local services. From a government revenue perspective, the 65% NAPTEP tax exemption is offset by both land development and other changes in assessments elsewhere and by shifting taxes to other taxpayers in the jurisdiction. This is the same as effect of the agricultural, heritage property and other tax exemptions. It should also be noted that the cost of administering the NAPTEP program is minimal. BC Assessment enters the tax exemption certificate into its records and shows the exemption on the landowner's annual assessment notice.

Calculation of actual tax shifting is rather complex and has only been done on a hypothetical basis for regional districts and areas considering participation with ITF in the NAPTEP program. Within these areas different tax categories are pooled differently. For example, the effect of a tax exemption on school, police and provincial rural taxes affects the provincial tax pool for these taxes and would be imperceptible. The effect of a tax exemption on regional hospital, parks and recreation, fire protection and other regional and local services would be slightly larger but would not affect taxpayers in other parts of the province. Also, mill rates vary by taxing authority and property classification.

The level of participation in NAPTEP was discussed above. The ITF calculated tax shifts for landowners in one island local trust.<sup>1</sup> Based on a 1% participation rate in NAPTEP, the resulting tax shift, or additional tax payable by non-NAPTEP properties, was estimated to be \$0.03 per year per landowner in the Cowichan Valley Regional district and \$0.04 per landowner in one of the island local trust areas. If the participation rate was 5%, these tax shift values would rise to \$0.14 and \$0.22 per landowner respectively. Another calculation of the tax shift impacts on provincial, regional district and IT area landowners ranged from \$0.01 to \$0.45 per year per taxpayer, based on a 1% participation rate in the NAPTEP program and \$0.07 to \$2.25 with a 5% participation rate.<sup>2</sup>

It appears that, in comparison to land acquisition costs, a voluntary tax exemption program such as NAPTEP offers a highly cost-effective means of protecting some of the most valuable, privately-owned natural areas in areas where such protection is often critical. Tax shifting to non-participating landowners is very small, likely to be offset by many other changes affecting tax rates, and very reasonable in comparison to the increased amenity values and positive impact on other property values which will result from conservation of natural areas. From a local government and provincial perspective, such a tax exemption program has no direct cost and minimal administrative requirements.

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<sup>1</sup> Islands Trust Fund, "Hypothetical Tax Shift Due to Implementation of the Natural Area Protection Tax Exemption Program (NAPTEP) in the Thetis Island Local Trust Area (Cowichan Valley Regional District)," August 2008, unpublished.

<sup>2</sup> Islands Trust Fund, "Technical Report: Hypothetical Tax Shift Due to the Implementation of the Natural Area Protection Tax Exemption Program (NAPTEP)," May 2005, unpublished.

## **2. Conservation Incentive Programs in Other Jurisdictions**

### ***2.1 Nova Scotia***

Nova Scotia promotes the conservation of natural areas on private land through a Conservation Property Tax Exemption Program (CPTEP) which began in 2009. The province has made a commitment to protect 12% of its land by 2015. However 75% of Nova Scotia land and 95% of its coast is privately owned, so protection of privately owned land is very important.

The CPTEP exempts landowners from 100% of property tax on qualifying conservation properties and it provides a grant from the province to municipalities in lieu of taxes on those properties. The program also eliminates “change of use” taxes which can be levied as a result of property becoming protected.

Qualifying conservation properties are those which are subject to a conservation easement (covenant) that is primarily dedicated to the protection of native biodiversity and natural processes. Industrial and commercial use is prohibited on conservation properties, including forestry, agriculture and quarrying. Qualifying conservation properties also include land held for the protection of native biodiversity and natural processes by an eligible body such as a land trust, municipality or provincial or federal government agency.

No application process is required for the CPTEP; government agencies and land trusts identify qualifying land. Once identified the tax exemption is provided year after year unless a change of use occurs. However if a change of use takes place a change of use tax of 20% of the fair market value of the property is charged.

### ***2.2 Ontario***

The Province of Ontario recognizes that many of its most significant natural areas are privately owned and that it is important to encourage responsible stewardship of these lands and the protection of their outstanding natural heritage features. The Ontario Conservation Land Tax Incentive Program (CLTIP) replaced an earlier tax reduction (rebate) program in 1998. CLTIP is a voluntary program which provides an incentive for landowners to protect conservation lands by offering 100% property tax exemption.

Eligible conservation land include provincially significant wetlands, provincially significant areas of natural and scientific interest, habitat of a regulated species, or designated parts of the Niagara Escarpment. In 2004 the Ontario government added a Community Conservation Land category, consisting of land owned by charitable conservation organizations and conservation authorities, where these meet eligibility criteria and are

maintained to preserve natural heritage and biodiversity objectives. Eligible land parcels must be ½ acre or larger.

Eligibility for CLTIP is not dependent on land being covered by a conservation covenants / easement. Continued participation in the CLTIP requires annual applications. The Ontario Ministry of Natural Resources is responsible decisions on qualification for CLTIP and for ongoing land use monitoring. Land use activities which are detrimental to the values for which CLTIP eligibility was granted can result in loss of tax exemption.

Like B.C., Ontario has a Managed Forest Tax Incentive Program and a Farm Property Class Tax Rate Program which promote preservation and sound management of forest and agricultural land. In contract, the CLTIP is for land which is preserved in a natural state and forest and agricultural products are not produced.

Although the provincial government does not directly compensate municipalities for revenue losses resulting from tax-exempt conservation lands, when calculating transfer payments to municipalities to assist with social costs, it takes into account that CLTIP properties do not directly generate municipal revenues.

### ***2.3 United States***

U.S. federal legislation allows donors of conservation easements to deduct a portion of the value of the easement from their income tax. In 2006 the income tax deduction limit was raised from 30% to 50% of the easement's appraised value, with a limit of 100% for qualifying farmers and ranchers. That program was not extended in 2014 but work is continuing to seek extension of the enhanced program in 2015. A number of states also have programs allowing personal and corporate income tax deduction for conservation easement donation.

In addition some states have property tax reduction programs. For example, in 2008 Florida, which does not have state income tax, exempted land under permanent conservation easement from state property tax. Minimum parcel limits and qualifying land feature criteria apply and there is a re-capture mechanism for back taxes when the land is taken out of conservation. Maryland has a program under which a landowner pays no property tax for 15 years on land that is subject to a donated environmental trust easement. The tax credit does not apply to any residential improvements, or to a minimum of one acre around these improvements. At the end of the 15-year period unimproved land under donated easement will be assessed at the highest agricultural rate.

An "open space" tax program in San Juan County in Washington State was taken into account in developing B.C.'s NAPTEP in the late 1990's. The Open Space Taxation Act, enacted in 1970, allows property owners to have their open space, farm and agricultural, and timberlands valued at their current use rather than their "highest and best use" value.



The program does not distinguish between preserved natural areas and those producing forest and agricultural products.

### **3. Complementary Activities and Support**

BC has protected over 14 million ha., or 14% of the provincial land base, in a network of parks, conservancies, ecological reserves, recreational and other protected areas. In March 2015 an additional 1500 ha. was added to provincial parks, increasing recreational opportunities and protection natural areas. More than half this land was added through acquisition of private land.

While private land makes up only about five percent of the land base in the province, much of this private land is concentrated in scarce, important and heavily developed ecological zones. Non-government organizations play an important part in the conservation of privately owned natural areas. As of 2013, BC NGOs held a total of close to 300,000 ha. in various forms of ownership and land interest, including close to 20,000 ha. in conservation covenants and other registered interests. These non-government land conservation efforts are a valuable and cost effective complement to the provincial government's protected areas program.

Regional districts and municipalities support the protection of ecologically important natural areas and corridors and the watershed, habitat, climate change mitigation and other benefits which they provide. Official documents such as regional growth strategies invariably recognize the vital importance of natural area protection and often refer to the need for innovative tools and incentives in order to meet their objectives.

While many private land owners are conservation-minded and want to practice good land stewardship, financial pressures from rising land values and assessments create incentives toward development, disturbance, fragmentation and exploitation of local resources. Many of the benefits of natural area conservation are "public" in nature and do not result in direct financial pay-back for landowners. Property tax reduction may be an important tool to correct this "conservation disincentive."

#### **B.C. Government**

The B.C. Government's "Protecting Vulnerable Species: Five-Year Plan for Species at Risk in British Columbia" states that:

"A high proportion of B.C.'s species at risk occur in naturally productive areas that are also attractive for human settlement and consist primarily of private lands. Individuals and conservation groups whose efforts are primarily focussed on private lands make a big contribution to voluntary protection and recovery of species at risk. Tools such as incentives and funding inspire, encourage and reward voluntary efforts to protect and manage species at risk. If local

governments, conservation partners, First Nations, private landowners and industry have these tools, they will be able to contribute more fully to species-at-risk conservation.”

The report also makes the recommendation to “Explore and recommend new ways (including incentives and possible project funding) to promote voluntary protection of species at risk (by 2015).”<sup>3</sup>

### **Union of B.C. Municipalities (UBCM) and Local Governments**

In 2011 the RD of Sunshine Coast brought to the UBCM meeting a resolution, also endorsed by the Association of Vancouver Island and Coastal Communities, regarding NAPTEP. The following resolution was unanimously approved:

*THEREFORE BE IT RESOLVED that the Ministry of Community, Sport & Cultural Development be requested to grant local governments the authority to implement natural area protection tax exemption programs.*

The province’s response to this resolution was:

*This is the first time that regional districts have expressed an interest in having the authority to offer a Natural Area Protection Tax Exemption Program; as such this is not an area that is currently under consideration for legislative review. The Province would be willing to work with regional district representatives to consider questions such as the priority of legislative change for regional districts and applicability of the Natural Area Protection Tax Exemption modeled on the Islands Trust to regional districts and the success of the Islands Trust Natural Area Protection Tax Exemption Program.*

In addition to local government support for this resolution through UBCM, a number of regional districts have, in keeping with provincial NAPTEP legislation, agreed to participate in the NAPTEP. As noted above, the Capital RD and Sunshine Coast RD joined the program in 2005, RD of Nanaimo and Cowichan Valley RD joined in 2008, Comox Valley RD in 2010, and Powell River RD in 2011.

### **Federation of B.C. Naturalists (BC Nature)**

Also in 2011 BC Nature passed the following resolution:

*BE IT RESOLVED that BC Nature urge the Union of BC Municipalities, municipalities and the Provincial Government to enact legislation to provide property tax incentives to those private land owners who wish to protect their land and its features by covenant from future development.*

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<sup>3</sup> Government of British Columbia, “Protecting Vulnerable Species: Five-Year Plan for Species at Risk in British Columbia,” 2014, p. 30-31

## 4. Recommendations

### Provincial Tax Incentive Program

Based on the 10-year experience which ITF has had in the implementation of NAPTEP, it is recommended that a BC-wide property tax exemption program should be enabled through amendment of the necessary provincial legislation. The main features of the program would be:

- the program title could be titled a “Conservation Tax Incentive Program” (CTIP) to distinguish it from the existing NAPTEP
- fully voluntary participation by local governments, landowners and land trusts
- 100% annual property tax exemption for land with a qualifying conservation covenant<sup>4</sup>
- Exit fees for land withdrawn from a CTIP should be defined on a basis similar to the Private Managed Forest Land Program: full recovery of tax exemption benefits up to 5 years, then a declining recovery rate and no recovery after 15 years.

It is proposed that if a CTIP program is adopted on a province-wide basis it should fully replace the NAPTEP in the ITF area.

### Process Leading to Adoption and Beyond

The following steps are proposed to lead to provincial adoption of a CTIP:

- Awareness building and solicitation of support from selected local governments, land trusts and concerned provincial agencies
- Presentation of a resolution to the UBCM convention in September 2015
- Awareness building and solicitation of support for provincial action. This may include further analyses, briefing material, drafting of legislation and a proposal for inclusion in the 2016 legislative agenda.

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<sup>4</sup> The negotiations around the initiation of the NAPTEP resulted in a reduction of the exemption rate to 65%, in part due to concerns that the program should not result in an influx of landowners seeking to avoid property taxes. The relatively low level of NAPTEP participation to date indicates that this has not been the case and suggests that a higher tax exemption rate might increase the protection of important natural areas which would otherwise continue to be lost to development.

- Passage of the necessary provincial legislative amendments in 2016.

Beyond legislative approval there will need to be a process for awareness building, training for concerned local governments and land trusts and, likely, step-by-step implementation in regional districts and municipalities which have taken the necessary actions to adopt the program in their areas.



P.O. Box 186, Bella Coola, BC V0T 1C0  
Phone (250) 799-5291 Fax (250) 799-5750 Email: [info@ccrd-bc.ca](mailto:info@ccrd-bc.ca)

*Encompassing the Coastal Communities of Ocean Falls, Bella Bella, Denny Island, Oweekeno and the Bella Coola Valley*

Your ref: 0230-20;3020-20

17 July 2015

Islands Trust Council  
200-1627 Fort St  
Victoria, BC  
V8R 1H8

Attention: Chair Peter Luckham

Dear Mr Luckham

**Central Coast Regional District (CCRD) response to Islands Trust Council request for 25% reduction in minor route ferry fares**

At its board meeting of 9 July 2015, directors received and considered the Islands Trust Council letter requesting the Province of British Columbia invest additional money for the next four years to reduce ferry fares on all BC Ferries' "minor" routes.

As you may be aware, the CCRD is a member of the Coast Communities Chairs/Mayors and CAOs group lobbying the Province to reduce ferry fares for ferry-dependent communities and to include ferries as part of a marine highway transportation link.

There is no doubt; all coastal communities have been seriously impacted by the continued increases in ferry fares. However, for our central coast ferry dependent communities, beyond increased ferry fares is also the loss of service provided by the Queen of Chilliwack (a 115 vehicle vessel) out of Port Hardy and serving coastal communities of Bella Bella, Ocean Falls, Denny Island and Bella Coola. The Province replaced the Queen of Chilliwack with a 16 vehicle vessel – MV Nimpkish, known as "the Connector" Route 10S, sailing from Bella Bella to our coastal communities. The impacts of this decision on these communities culminated with the increased ferry fares have ranged from increased hardship to coastal families and businesses, destabilization of our fledgling tourist industry, widespread loss of tourism dollars extending across the Chilcotin, to lengthy delays in goods arriving from suppliers because of goods vehicles are being "bumped" in favour of tourists vehicles, despite standing reservations with BC Ferries.



While CCRD fully supports your council's request to the Province, we wish it noted by Islands Trust Council, AVICC members, UBCM and all Coastal Communities Chairs/Mayors and CAOs lobbying the Province on the BC Ferries issues, that the replacement vessel **MV Nimpkish on Route 10S** (the "Connector" route from Bella Bella to the coastal communities of Ocean Falls, Denny Island and Bella Coola) **according to BC Ferries is not considered to be on a minor route.** That being the case, should the Province agree to the 25% reduction or any reduction for minor routes as proposed, therefore be it noted that the CCRD coastal communities served by "the Connector" (Route 10S) will not be eligible for any possible reduction in fares.

We therefore ask, that Islands Trust Council consider rephrasing its request to the Province of British Columbia for a 25% reduction in all minor route ferry fares, to also include the "Connector" (Route 10S), which serves ferry dependent communities out of Bella Bella on route to Bella Coola.

And, that should the Islands Trust Council's request for a 25% reduction in minor route ferry fares come to AVICC and/or UBCM as a resolution, that an amendment to the request be made to include the "Connector" (Route 10S), currently provided by the MV Nimpkish and serving ferry dependent communities out of Bella Bella on route to Bella Coola via Ocean Falls and Denny Island.

Your attention to this matter would be greatly appreciated, in respect of a continued united push for equitable fares for **all** ferry dependent communities, not just the minor routes.

Yours sincerely

**CENTRAL COAST REGIONAL DISTRICT**



Darla Blake

**Chief Administrative Officer**

cc:

- AVICC members
- Director Colin Palmer, Chair of Coastal Communities Chairs/Mayors and CAOs on BC Ferries issue
- Coastal Communities Chairs/Mayors and CAOs on BC Ferries issue
- UBCM
- Bowen Island Municipal Council

RECEIVED

AUG 05 2015

SKEENA-QUEEN CHARLOTTE  
REGIONAL DISTRICTJuly 24<sup>th</sup>, 2015

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

Dear Chair Barry Pages:

**RE: GAS TAX AGREEMENT COMMUNITY WORKS FUND PAYMENT**

Please note that the previous Community Works Fund Payment letter received had a minor error on the interest calculation, however it did not affect the Total EFT Transfer. Below you will find the correct half-year interest payment.

I am pleased to advise that UBCM is in the process of distributing the first of two Community Works Fund (CWF) payments for fiscal 2015/2016. An electronic transfer of \$97,343.54 is expected to occur within the next 30 days. These payments are made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement on the Federal Gas Tax Fund in British Columbia. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

UBCM is also making an additional payment towards CWF funding for fiscal 2015/2016 from interest accumulated over the term of the first Gas Tax Agreement.

First CWF Payment (2015/2016): \$95,829.96  
 First Interest Payment (2015/2016): \$1,513.58  
 Total EFT Transfer: \$97,343.54

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Renewed Gas Tax Agreement can be found on our website at [www.ubcm.ca](http://www.ubcm.ca).

For further information, please contact Brant Felker, Gas Tax Policy and Program Manager, by e-mail at [bfelker@ubcm.ca](mailto:bfelker@ubcm.ca) or by phone at 250-356-0893.

Sincerely,

A handwritten signature in dark ink, appearing to read "Sav Dhaliwal", written in a cursive style.

Councillor Sav Dhaliwal  
 UBCM President

Pc: Daniel Fish, Deputy Corporate Officer





The Village of  
**PORT CLEMENTS**  
*"Gateway to the Wilderness"*

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

July 17, 2015

To: Skeena Queen Charlotte Regional District

Re: Official Community Plan and Zoning amendments

Per LGA #879, the Village of Port Clements is advising you that we are entertaining a request for Official Community Plan and Zoning Plan amendments from a company who owns land in the Industrial Park in Port Clements – Infinity West Enterprises Inc. As part of the consultation process, when amendments to the Official Community Plan are being considered, the Regional District is one of the organizations who need to be consulted.

There will be a public meeting to discuss this proposed amendment on Monday July 27<sup>th</sup> which you are invited to attend. If you do not wish to, or are unable to attend, but have an opinion you would like presented at that meeting, you can send me your thoughts in writing and I will read them out.

I am including copies of the two proposed Bylaws. The reason for the amendment would be to allow a container port to be developed in the Industrial Park in Port Clements. Current zoning on the land in question does not allow for this type of development. Previously the Village has heard concerns about noise, visual and environmental impacts so wording has been incorporated into the zoning amendment bylaw to address those concerns.

If you have any questions or would like to discuss this proposal further to determine if the Regional District has an opinion on this development please feel free to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kim Mushynsky'. The signature is fluid and cursive.

Kim Mushynsky – Chief Administrative Officer



**VILLAGE OF PORT CLEMENTS**

**BYLAW NO. 425-2015**

A Bylaw of the Village of Port Clements  
to amend the Official Community Plan Bylaw No. 398, 2012.

**WHEREAS** the Council of the Village of Port Clements deems it desirable to amend the Village of Port Clements Official Community Plan Bylaw;

**NOW THEREFORE** the Council of the Village of Port Clements, in open meeting assembled, **HEREBY ENACTS AS FOLLOWS:**

1. Schedule B of the Village of Port Clements Official Community Plan Bylaw No. 398, 2012 is amended by replacing it with a new Schedule B that shows a portion of land described as the portion of District Lot 2910 #90 Industrial Park Road in Port Clements for everything north of RW Plan 11505 to the northern most boundary of this lot and shown in crosshatching on the sketch below identified with the Marine Industrial designation.

[insert sketch]

2. This Bylaw may be cited for all purposes as "Official Community Plan Bylaw Amendment Bylaw No. 425, 2015".

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

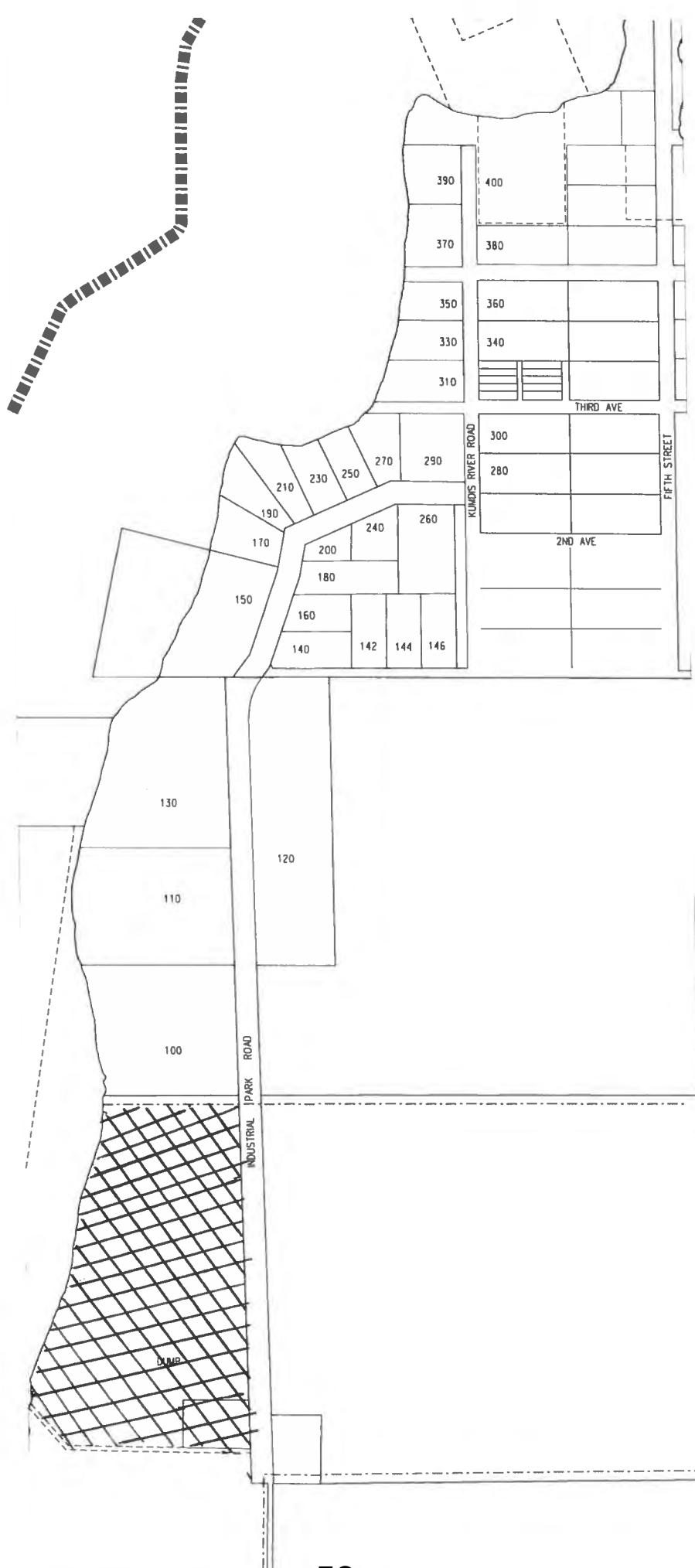
READ a second time this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

RECONSIDERED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

\_\_\_\_\_  
Mayor Gould

\_\_\_\_\_  
Administrator Kim Mushynsky



## VILLAGE OF PORT CLEMENTS

### BYLAW NO. 426-2015

A Bylaw of the Village of Port Clements  
to amend Zoning Bylaw No. 184, 1990.

**WHEREAS** the Council of the Village of Port Clements deems it desirable to amend the Village of Port Clements Zoning Bylaw;

**NOW THEREFORE** the Council of the Village of Port Clements, in open meeting assembled, **HEREBY ENACTS AS FOLLOWS:**

1. The Zoning Bylaw for the Village of Port Clements No. 184, 1990 is amended as follows:

(a) Following the Marine Industrial Zone (M-2), insert a new Marine Industrial Zone (M-2-A) as follows:

#### 7.1.8-A Marine Industrial Zone (M-2-A)

##### A. INTENT

This zone is intended to accommodate and regulate the development of marine and foreshore activities of an industrial nature.

##### B. PERMITTED USES

In the Marine Industrial Zone (M-2-A) land and structures may only be used for the following uses:

- (1) Fuel installations including bulk fuel storage, marine and aircraft fueling;
- (2) Wharves, launching ramps, anchoring, dry-docking and similar facilities in connection with harbouring and servicing marine craft, including float planes;
- (3) Log booming, dumping and dry-land sorting;

- (4) Industrial port facilities, including barge loading, roll-on-roll-off truck facilities, storage and warehousing facilities;
- (5) Food processing;
- (6) Boat building, marine ways and boat repairs;
- (7) Limited staff accommodation;
- (8) Sawmill, shake mill, lumber processing and other wood industries requiring water access;
- (9) Single family dwelling;
- (10) Accessory buildings and structures.

C. CONDITION OF USE

In the Marine Industrial Zone (M-2-A) one single family dwelling unit is permitted providing:

- (a) the dwelling unit is setback 7.5 metres from the industrial use;
- (b) the dwelling unit shall have a separate entrance from the outside; and
- (c) the dwelling unit shall have a minimum floor area of 55.0 square metres.

D. MINIMUM SITE AREA

In the Marine Industrial Zone (M-2-A) the minimum site area shall be 1000 square metres.

E. SITE AREA AND PARCEL SIZE FOR SUBDIVISION

In the Marine Industrial Zone (M-2-A):

- (1) The minimum size of a lot created by subdivision under this bylaw shall be 1000 square metres.

- (2) The minimum frontage of a lot created by subdivision under this bylaw shall be 1/10 of the perimeter of the lot that fronts on the highway.

F. SITE COVERAGE

In the Marine Industrial Zone (M-2-A) the maximum site coverage, including all buildings, structures and parking areas, shall not exceed 80 percent of the site area.

G. MINIMUM SETBACKS

In the Marine Industrial Zone (M-2-A):

- (1) The minimum front setback shall be 6.0 metres;
- (2) The minimum rear and side setback shall be 6.0 metres where the abutting property is zoned for residential use;
- (3) Where the natural boundary of the sea is the rear or side lot line, the provisions of Section 4.2 shall apply to all buildings, except those structures required for construction of wharves, floats, launching ramps and marine ways, which are exempt from this setback.

H. BUILDING HEIGHT

In the Marine Industrial Zone (M-2-A) the maximum height of any building or structure shall not exceed 18.0 metres.

I. SCREENING REQUIREMENTS

In the Marine Industrial Zone (M-2-A) in addition to the screening requirements in paragraph 4.4, the following screening and landscaping requirements will be provided as follows:

- (1) Screening requirements along the natural boundary of the sea shall be a 10.0 metre buffer containing natural vegetation and

a berm containing natural vegetation on the upland side of the buffer not less than 2.5 metres in elevation above the buffer. These screening and landscaping requirements apply along the natural boundary of the sea except for that portion containing an inland berth.

J. RESTRICTIONS

(1) Watering and dewatering of wood are prohibited in this zone.

- (b) Schedule "B" of the Zoning Bylaw for the Village of Port Clements No. 184, 1990, is amended by replacing it with a new Schedule "B" that designates that portion of the lands described as the portion of District Lot 2910 #90 Industrial Park Road in Port Clements for everything north of RW Plan 11505 to the northern most boundary of this lot and shown on the sketch below in crosshatching as Marine Industrial (M-2-A):

[insert sketch]

2. This Bylaw may be cited for all purposes as "Zoning Amendment Bylaw No. 426, 2015".

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

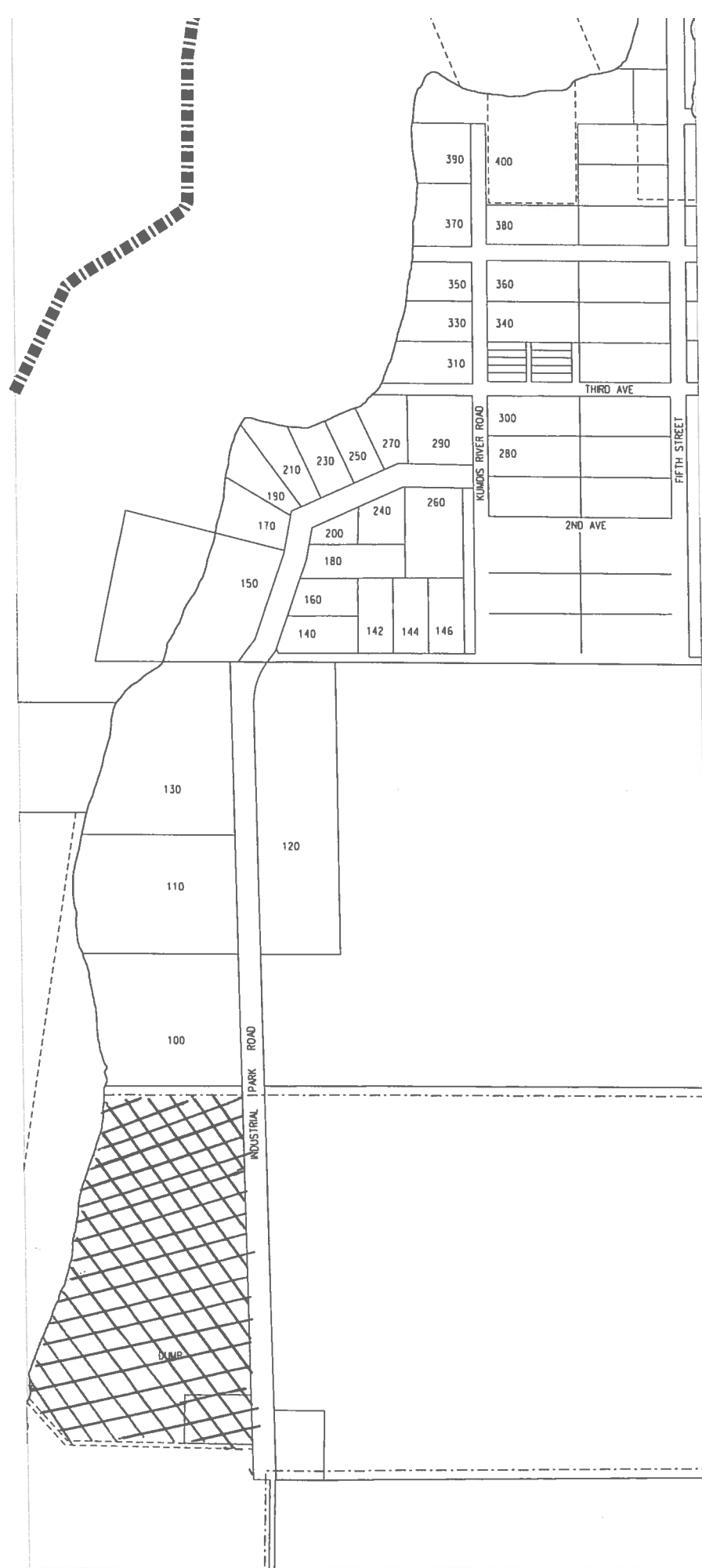
READ a second time this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

RECONSIDERED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

\_\_\_\_\_  
Mayor Gould

\_\_\_\_\_  
Administrator Kim Mushynsky





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

July 28, 2015

Dear Mr. Pages,

**Re: Geoscience BC's 6<sup>th</sup> Annual Mayor's Breakfast – UBCM, Friday, Sept 25, 2015**

I am pleased to invite you to **Geoscience BC's 6<sup>th</sup> Annual Geoscience BC Mayors' Breakfast** on Friday, September 25<sup>th</sup>, during the Union of BC Municipalities (UBCM) 2015 Convention in Vancouver. Our breakfast has become a UBCM tradition, offering an important forum to provide an overview of our current and future projects, answer your questions and seek your guidance and thoughts on our valued independent work.

As you may recall at the 2014 breakfast, we combined our Northern Vancouver Island Mayors' Breakfast with our Northern BC Mayors Breakfast. It was out sincere pleasure to share breakfast with more than 20 BC mayors, councillors and directors. We were also pleased to have the Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource Operations, and MLA Linda Reimer, Parliamentary Secretary to the Minister of Community, Sport and Cultural Development for Communities join us.

2015 marks Geoscience BC's 10<sup>th</sup> Anniversary, celebrating a decade of successfully delivering on our mandate of *attracting mineral and energy investment to British Columbia through generating, interpreting and distributing earth science information to everyone* and providing important and timely information to guide informed land use planning decisions. At our 2015 breakfast we will provide an update on our regional programs in northeast, central and west-central BC, including work on mapping ground water and mineral resources. The Government of B.C.'s recent announcement of \$5 million in interim funding for Geoscience BC provides important resources for continued work. We look forward to updating you on our programs and listening to your suggestions on our future earth science work.

This year, Geoscience BC's Mayors Breakfast will be hosted from **7:30 to 9:00 am** (registration 7:15 - 7:30) **at the Coal Harbour Room, Pan Pacific Hotel, 300 - 999 Canada Place.**

Please confirm your attendance with Candice Ridyard, Geoscience BC's Office Administrator ([ridyard@geosciencebc.com](mailto:ridyard@geosciencebc.com) or 604-662-4147) by September 4th.

We look forward to seeing you during UBCM and having you join us for breakfast.

Sincerely,

Robin Archdekin  
President and CEO  
Geoscience BC

Cc: *Honourable Bill Bennett, Ministry of Energy and Mines and Core Review*  
*Honourable Coralee Oakes, Minister of Community, Sport and Cultural Development*  
*Dave Nikolejsin, Deputy Minister, Ministry of Energy and Mines and Core Review*  
*Steve Carr, Deputy Minister, Ministry of Natural Gas Development*  
*Geoscience BC Board of Directors*

Suite 1101 - 750 West Pender Street  
Vancouver, BC Canada V6C 2T7  
Tel 604.662.4147 Fax 604.662.4107  
[www.geosciencebc.com](http://www.geosciencebc.com)





August 8, 2015

VIA MAIL/EMAIL:

Barry Pages  
Chair  
Skeena-Queen Charlotte Regional District  
14-342 3<sup>rd</sup> Avenue West  
Prince Rupert, B.C. V8J 1L5

Dear Mr. Pages,

**Re: Funding of the Prince Rupert Harbour Debris Society**

As you may know, the Prince Rupert Harbour Debris Society (The Society) is a Society incorporated under the B.C. Societies Act and was created for the purposes of the *“control of logs and debris and the recovery, burning and salvaging of logs and debris located in the Prince Rupert Harbour area and to further dispose of such salvageable logs and debris...”*.

The Society was incorporated in 1983, and at that time, the Prince Rupert Port Authority (PRPA) along with the Skeena Queen Charlotte Regional District and the City of Prince Rupert committed to funding the Society in partnership via annual contributions. Given funding challenges, with the exception of annual grant from PRPA, funding sources for the Society have dried up. While the Society will continue to seek funds from the Regional District and the City, the purpose of this letter is to request the users of the Port, who directly benefit from the activities of the Society, make a contribution to support the recovery, salvaging and burning operations. In 2014, expenses exceeded \$30,000. With substantial increases in debris already being experienced this year, clean-up and burn operations are budgeted for \$40,000 for 2015.

Day to day, using the resources of the Prince Rupert Port Authority's patrol boat and local tug resources, the Society patrols the harbour and removes flotsam and jetsam that pose a danger to commercial shipping and a hazard to navigation in the Prince Rupert Harbour limits. The society also salvages derelict and abandoned vessels which also pose a threat to safety of commercial shipping, pleasure craft and seaplanes in the harbour.

Debris, abandoned boats, flotsam and jetsam are towed and stored in Osborn Cove in Tuck Inlet. Here the debris is cordoned and held by the Society and then lifted from the water to the adjacent acreage bench in preparation for burning. Annual burns are scheduled for October.



The Society holds a regulated burning permit PR-7156 which grants the Society permission to burn a maximum of 200m3 per burn at a frequency not to exceed three times per year. After each burn the site is restored to the satisfaction of the Regional Waste Manager.

Photos of the Society's activity and the Osborne Cove burn site are included for reference as Appendix A.

The Harbour Debris Society fulfils a vital role with regard to maintaining a clean and safe harbour for all harbour users, both commercial and recreational. As marine traffic increases, it is important that we continue this service to the best of our abilities for the benefit of visitors and locals alike. Accordingly, the Society is seeking financial support from your company in the form of a tax deductible contribution to help sustain the Society as shipping traffic continues to grow. Those companies that contribute \$2500 or more will be invited (up to eight employees) to sail aboard the Charles Hays for a working lunch tour of Prince Rupert Harbour as well as the Osborne Cove site in Tuck Inlet.

If you have any questions with regard to the financial position of the Society, please contact PRPA's Director of Finance and Technology, Mike Jackson. Financial contributions should be made out to: *Prince Rupert Harbour Debris Society*.

If you have any questions with regard to the above request, please do not hesitate to call. I look forward to hearing from you and many thanks in advance for your time and consideration.

Yours truly,

**PRINCE RUPERT HARBOUR DEBRIS SOCIETY**

Captain Gary Paulson  
President  
Prince Rupert Harbour Debris Society

250-627-2517  
gpaulson@rupertport.com













June 22, 2015

ITEM 7.10

301 - 1268 Fifth Avenue  
Prince George, BC V2L 3L2  
Tel: 250-561-2525  
Fax: 250-561-2563  
info@northerndevelopment.bc.ca  
www.northerndevelopment.bc.ca

**CONFIDENTIAL**

Skeena-Queen Charlotte Regional District  
Suite 14 - 342 3<sup>rd</sup> Avenue West  
Prince Rupert, BC V8J 1L5

**Attention:** Chair Barry Pages

Dear Chair Pages:

**Subject: Corporate Branding  
Marketing Initiatives Program  
Northern Development Project Number 3925 50**

The Northern Development Initiative Trust Corporation was created by the Province to be a catalyst for central and northern BC, to grow a strong diversified economy by stimulating sustainable economic growth through strategic and leveraged investments.

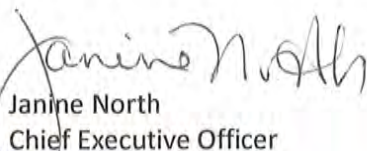
I am pleased to advise you that the Marketing Initiatives application from the Skeena-Queen Charlotte Regional District for a grant toward the 'Corporate Branding' project has been approved up to \$12,571 from the Skeena-Queen Charlotte Allocation of the Northwest Regional Development Account on June 12<sup>th</sup>, 2015, subject to confirmation of other funding sources.

This approval is open for a period of twelve months from the date of this letter, within which we expect all funding sources to be secured, a contract entered into with Northern Development and the project commenced.

Please advise us when the subjects listed above have been confirmed and our staff will work with you to develop a contract. It is important to note that expenditures prior to both parties signing a contract will not be reimbursed.

We wish you every success in your project and look forward to seeing the results have a positive impact on the local economy.

Sincerely,



Janine North  
Chief Executive Officer

c: Daniel Fish, Acting Chief Administrative Officer, Skeena-Queen Charlotte Regional District  
Michael Racz, Director, Skeena-Queen Charlotte Regional District and Regional Advisor, Northwest  
Regional Advisory Committee



ITEM 7.11

301 - 1268 Fifth Avenue  
Prince George, BC V2L 3L2  
Tel: 250-561-2525  
Fax: 250-561-2563  
info@northernddevelopment.bc.ca  
www.northernddevelopment.bc.ca

RECEIVED

JUN 22 2015

SKEENA-QUEEN CHARLOTTE  
REGIONAL DISTRICT

June 11, 2015

**CONFIDENTIAL**

Skeena-Queen Charlotte Regional District  
Suite 14 - 342 3<sup>rd</sup> Avenue  
Prince Rupert, BC V8J 1L5

**Attention:** Chair Barry Pages

Dear Chair Pages:

**Subject: 2014 Planning Internship Program  
Northern Development Project Number 3475 20**

We are pleased to enclose our cheque in the amount of \$39,417.62 which represents the grant disbursement as per the conditional grant agreement.

Please don't hesitate to contact us should you require additional information. Thank you and we wish you every success and look forward to seeing the results have a positive impact on local government succession in the region.

Sincerely,

  
for Janine North  
Chief Executive Officer

c: Daniel Fish, Deputy Corporate Officer/Deputy Treasurer, Skeena-Queen Charlotte Regional District



RECEIVED  
AUG 07 2015  
SKEENA-QUEEN CHARLOTTE  
REGIONAL DISTRICT



Ref: 158974

July 29, 2015

Mr. Barry Pages and Board Members  
Skeena-Queen Charlotte Regional District  
14 - 342 3rd Ave W  
Prince Rupert BC V8J 1L5

Dear Chair Pages and Board Members

On behalf of the joint Provincial-Union of British Columbia Municipalities (UBCM) Green Communities Committee (GCC), we would like to extend our congratulations for your efforts to reduce greenhouse gas emissions in your corporate operations and community over the 2014 reporting year.

As a signatory to the Climate Action Charter (Charter) you have demonstrated your commitment to work with the Province and UBCM to take action on climate change and to reduce greenhouse gas emissions in your community and corporate operations.

The work that local governments are undertaking to reduce their corporate emissions demonstrates significant climate leadership and sets the stage for broader climate action in the community. As British Columbia begins developing a new climate action plan, your leadership and commitment continues to be essential to ensuring the achievement of our collective climate action goals. For more information about BC's Climate Leadership Plan, go to:

<http://www.newsroom.gov.bc.ca/2015/05/bc-names-climate-leadership-team.html>

The GCC was established under the Charter to support local governments in achieving their climate goals. In acknowledgement of the efforts of local leaders, the GCC is again recognizing the progress and achievements of local governments such as yours through the multi-level Climate Action Recognition Program. A description of this program is enclosed for your reference.

As a Charter signatory who has demonstrated progress on the fulfillment of one or more of your commitments, we are pleased to acknowledge your achievement of Level 1 recognition – 'Progress on Charter Commitments.'

.../2

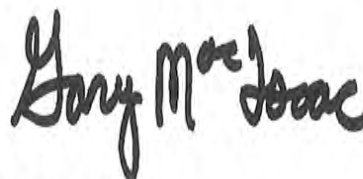


Congratulations again on your progress. We wish you continued success in your ongoing commitment to the goal of corporate carbon neutrality and your efforts to reduce emissions in the broader community.

Sincerely,



Gary Paget  
Acting Assistant Deputy Minister  
Local Government Division  
Ministry of Community, Sport and  
Cultural Development



Gary MacIsaac  
Executive Director  
Union of British Columbia Municipalities

Enclosures

## INVITATION

August 10, 2015

Chair Barry Pages and Directors  
Skeena-Queen Charlotte Regional District  
14-342-3rd Avenue West  
Prince Rupert, BC  
V8J 1L5  
[info@sqcrd.bc.ca](mailto:info@sqcrd.bc.ca)  
[bpages@mhtv.ca](mailto:bpages@mhtv.ca)

Dear Chair Pages and Directors,

**Re: Union of BC Municipalities Convention, Vancouver BC, September 22 - 23, 2015**

Northern Health Board Chair, Dr. Charles Jago and I will be available at the upcoming Union of BC Municipalities Convention in Vancouver on **September 22 & 23, 2015** for the opportunity to meet one-on-one with local government representatives.


We welcome the opportunity to meet with you to discuss health activities in your communities and to answer any questions you may have.

To accommodate these meetings we have booked the **Douglas Board Room** at the **Fairmont Waterfront Hotel, 900 Canada Place Way Vancouver.**

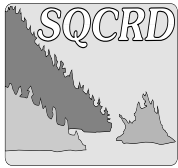
If you wish to book a meeting please contact Irma Trudel, Administrative Assistant, at (250) 649-7038 or [nhadministration@northernhealth.ca](mailto:nhadministration@northernhealth.ca) for an appointment no later than Friday September 4th.

We look forward to seeing you in September.

Sincerely,



Cathy Ulrich  
President and  
Chief Executive Officer



## STAFF REPORT

**DATE:** August 14<sup>th</sup>, 2015

**FROM:** Daniel Fish, Deputy Corporate Officer

**SUBJECT:** Haida Gwaii Recreation Bylaws

### Recommendation:

**THAT the staff report entitled “Haida Gwaii Recreation Bylaws” be received for information.**

### BACKGROUND:

At the March 20, 2015 Skeena-Queen Charlotte Regional District Board meeting, the Board made a motion directing staff to draft a Haida Gwaii Regional Recreation Service Conversion Bylaw to convert the authority to provide recreational programming on Haida Gwaii from the supplementary letters patent dated March 29, 1979 into a service establishing bylaw.

At that same time, the Board also made a motion to direct staff to draft a revised Haida Gwaii Regional Recreation Commission Establishing Bylaw to address concerns with the current wording and structure of the existing bylaw, the Skeena-Queen Charlotte Regional District Queen Charlotte Islands Recreation Commission Bylaw No. 340, 1997.

At the April 24, 2015 Regular meeting, the Board gave first, second and third readings to Bylaw No. 595, 2015 and, subsequently, the bylaw was provided to participating electoral area directors and municipal councils to receive consent on behalf of the electors. Following consent, the bylaw was forwarded to the Inspector of Municipalities for approval, which was attained on June 24, 2015.

The Haida Gwaii Regional Recreation Commission Bylaw No. 597, 2015 was given first reading at the April 24, 2015 Regular Board meeting. At that time, the Board also motioned to refer the bylaw to the Haida Gwaii Regional Recreation Commission for comment and feedback.

### DISCUSSION:

#### Bylaw No. 595, 2015

At the time that Bylaw No. 595, 2015 was provided to the inspector of municipalities for approval, the bylaw had received consent to the adoption of the proposed bylaw made up of participating electoral area directors consent on behalf of the electors (*LGA* section 801.5) and consent of participating municipal councils on behalf of the electors (*LGA* section 801.4).

At this time, the Board may adopt the Haida Gwaii Regional Recreation Service Bylaw No. 595, 2015.

## **Bylaw No. 597, 2015**

At its May 14, 2015 Annual General Meeting, the Haida Gwaii Regional Recreation Commission received the Haida Gwaii Regional Recreation Commission Bylaw No. 597, 2015 and provided the following comments:

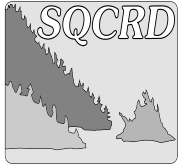
- Replace section 4.6 with: "The Commission may recommend the termination of an appointed Commission member and the Board may terminate the appointment of a Commission member at any time for any reason."; and
- Replace section 5.5.1 with: "Held at least two (2) times per annum; and".

These suggested revisions to Bylaw No. 597, 2015 have been included in italicized text in the proposed bylaw under item 9.2 of the August 14<sup>th</sup>, 2015 SQCRD Regular meeting agenda package.

### **RECOMMENDATION:**

Staff is recommending that, as the business arises, the Board adopt Bylaw No. 595, 2015.

Staff is also recommending that, as the business arises, the Board give second, third readings and adopt Bylaw No. 597, 2015 with the suggested revisions provided by the Haida Gwaii Regional Recreation Commission.



## STAFF REPORT

**DATE:** August 14, 2015

**FROM:** Daniel Fish, Deputy Corporate Officer

**SUBJECT:** Skeena-Queen Charlotte Regional District Municipal Name Change

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### Recommendation:

**THAT** the staff report entitled “Skeena-Queen Charlotte Regional District Corporate Name Change” be received for information;

**AND THAT** a letter be sent to the Minister of Community, Sport and Cultural Development to outline the Board’s intent to change the name of the Skeena-Queen Charlotte Regional District;

**AND FURTHER THAT** the letter request information on the legislative and other requirements of investigating and implementing a regional district name change.

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### BACKGROUND:

Section 777(3) of the *Local Government Act* includes provision for a municipal name change:

*On the recommendation of the minister, the Lieutenant Governor in Council may, by letters patent...change the name of a regional district.*

At its January 24, 2015 Special (Budget) meeting, the Board of the Skeena-Queen Charlotte Regional District (SQCRD) requested that staff review past organization marketing and rebranding initiatives, as well as explore similar options for the future.

At its February 20, 2015 Regular meeting, the Board directed staff to solicit potential vendors for a marketing/rebranding project which would include the investigation and execution of the steps necessary to implement a corporate name change.

### DISCUSSION:

In June 2015, staff reached out to a senior program analyst with the Ministry of Community, Sport and Cultural Development to further discuss the process to implement a corporate name change. During this conversation, staff were notified that, in general, the Province of B.C. is not supportive of implementing municipal name changes.

Staff were also advised that the Metro Vancouver Regional District (MVRD), legally identified as the Greater Vancouver Regional District, has branded itself as MVRD without having actually gone through a legislative process to change its name. Staff were advised that this could be a potential option to the SQCRD without having to fulfill the legislative requirements associated with implementing a name change. When asked to put this advice into writing, Ministry staff did not feel comfortable doing so.

Conversely, if the option to move forward with a rebranding initiative without a legal name change is not suitable for the Board, the Board may wish to resolve to send a letter to the Premier and Minister of Community, Sport and Cultural Development outlining the Board's intent to implement a name change and to request further information on the legislative requirements to do so.

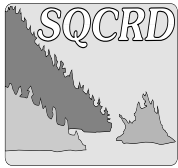
#### ***Northern Development Initiative Trust Marketing Initiatives Funding***

Northern Development provides grant funding under this program up to a maximum of \$20,000 or 28.75% of a total project budget (a minimum leveraging ratio of \$1 from Northern Development to \$2.50 from other sources).

In June 2015, staff received confirmation that funding under the marketing initiatives program in the amount of \$12,571 had been approved for the SQCRD's corporate branding project, subject to confirmation of other funding sources. The funding under this program is open for a period of up to 12 months.

#### **RECOMMENDATION:**

Staff is recommending that, should the Board wish to move forward with exploring a regional district name change, a letter to that effect, be sent to the Minister of Community, Sport and Cultural Development.



## STAFF REPORT

**DATE:** August 14, 2015

**FROM:** Daniel Fish, Deputy Corporate Officer

**SUBJECT:** UBCM Meeting Requests Update

### Recommendation:

**THAT** the staff report entitled “UBCM Meeting Requests Update” be received for information.

### BACKGROUND:

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

UBCM's annual convention provides an opportunity for local government leaders to discuss local issues and initiatives with provincial government elected officials and staff.

At the May 22, 2014 SQCRD Regular Board meeting, the Board identified a number of topics to be discussed at UBCM with provincial government elected officials and staff.

### DISCUSSION:

Registration for UBCM meeting requests for Minister's meetings opened on June 15, 2015, and for Provincial Staff meetings on July 26, 2015. At this time the following meeting meetings were requested:

Meeting:	Topic(s):
Ministry of Forests, Lands and Natural Resource Operations	Clapp Basin (Rennell Sound) & access to recreation sites
Ministry of Forests, Lands and Natural Resource Operations	Haida Gwaii Community Forest
Ministry of Natural Gas Development	Siting of LNG Facilities
Ministry of Transportation and Infrastructure	BC Ferries service reductions (Kwuna Vessel)
Ministry of Transportation and Infrastructure	Road surfacing/resurfacing in B.C.'s rural communities
BC Hydro	BC Residential Renewable Energy Rebate Program

To date, staff have not heard a response from the UBCM Meeting Request Coordinator in regard to the scheduling of these meetings. Staff will ensure that the Board is kept privy to this information as the convention approaches.

Staff has begun circulating briefing notes, via email, to the Board for its review. Please ensure that you provide your comments and feedback to staff, in a timely manner, to ensure that all the necessary information is captured.





## **Haida Gwaii Recreation Coordinator's Report**

**Month End: June 2015**

**Submitted By: Lucy Neville**

The HG Recreation Commission has two categories, from June to September, which our programs fall into; Registered Programs and Community Events. We additionally offer assistance with obtaining rental spaces and advertising support for community members.

### **Registered Programs**

**Bike Re-Psych** – Better weather means more bikes on the road! Wrapping up the weekly repair workshops, this month had a solid turnout at the **Queen Charlotte** Teen Centre with a total of **31** participants fixing their rides throughout June. An additional workshop using the mobile tool trailer at AL Mathers Elementary in **Sandspit** saw **27** youth and teachers learn the basics of bike maintenance.

**Weight Room Orientations** – BCRPA instructor Lisa Shoop held an orientation on June 18<sup>th</sup> at the weight room in **Queen Charlotte** with a total of **5** participants.

**Alternate Fitness** – led by BCRPA-certified instructor Harold White, this program ran twice-weekly classes at the HG Rec Building in **Masset**, every Tuesday and Thursday with a total of **13** participants in June.

**Yoga Foundations Level I&II** – concluding over a year of beloved classes, instructor Sarah Aasen wrapped up this iyengar-based yoga, held Tuesday and Thursday evenings in **Masset** at the HG Rec Building, at the end of the month. A total of **69** participants gently stretched and lengthened this June.

**Rugby Canada Clinic** – returning HG Rec instructor and high-performance rugby coach Kris de Scossa was back on Haida Gwaii in fine form from June 5-13 to deliver the new 'Rookie Rugby' fundamentals of rugby workshop in **Masset** and **Queen Charlotte**. Focusing on sport-specific skill development and capacity-building, this workshop took place in both secondary schools on Haida Gwaii with **77** participants.

## **Events and Affiliated Programs**

### **BC Aboriginal Sport, Recreation and Physical Activity Partners Council (BC ASRPAPC)**

With representation from over thirty band councils and nations, as well as numerous PSOs (provincial sport organizations), regional engagement coordinators, and frontline youth workers, this series of round-table style discussions were attended by **120** affiliates as well as the HG Rec Coordinator, now appointed to the BC ASRPAPC. Held at the Musqueam Cultural Centre, the five-day conference focused on province-wide implementation strategies to increase activity levels, promote healthy lifestyle choices, enhance the diversity of sport and recreation opportunities, and address the youth obesity epidemic within aboriginal communities across British Columbia.

### **Hospital Days**

Wearing their brand-new HG Rec shirts and hoodies, our Summer Program staff once again ran a series of youth games and activities at this excellent event in **Queen Charlotte** on June 21<sup>st</sup>. In addition to community outreach via games, staff promoted our island-wide daycamps with brochures and registration forms. A total of **145** parents, youth and community members met with HG Rec staff, and participated in a variety of games.

### **Canada Days**

With a chance to practice outreach at Hospital Days already under their belts, Summer Program staff Tianna Grosse and Fergus Wilson spent the next Saturday at the well-attended Canada Days celebrations in **Port Clements**, once again assisting with event support and promoting the HG Rec Summer Program daycamps; a total of **43** registration forms and brochures were handed out to community members.

### **HG ASSAI Programs**

Concluding the final round of programs for the 2014-2015 school year, the HG After School Sport and Arts Initiative (ASSAI) program offered a wide variety of sport, art and cultural programs across the islands, *free* to youth ages 5-18.

Surf Club (all-island) – 15  
After School Sports and Games (SKA) – 21  
After School Arts and Crafts (OMYC) – 10  
After School Sports and Games (OMYC) – 12  
Haida Song & Dance (QCSS) – 2  
DIY Art Mondays (ALM) – 13  
Sewing Club (ALM) – 13  
Red Cross Babysitters Course – 48  
Forum Theatre (TAH) – 15  
Ceramic Arts (GMD) – 10  
Kayak Club – 17

Total HG ASSAI June participants: **163**

**Total June 2015 participants in HG Rec programs/events: 706**

*\* Total June 2014 participants in HG Rec programs/events: 675*

### **Upcoming Summer Classes**

**Weight Room Orientations** – Instructor Lisa Shoop will host an orientation at the weight room July 23<sup>rd</sup> in **Queen Charlotte**.

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

**HiGaa k'aats'ii lihllnga: Agate Man Triathlon** – August 15<sup>th</sup> is on its way, and it's training time! This event will once again feature solo, relay and 'family fun' options. The course route includes a 500-meter swim, 20-km bicycle and 6-km run, beginning at Pure Lake and finishing in downtown **Masset**.

### **Additional Reporting**

#### **HG Rec Building Assessment**

Following an infrastructure review by School District #50 Haida Gwaii contractor AASE Roof Inspection Ltd, the building currently leased by HG Recreation for office space, equipment storage and program delivery was found to have significant structural issues. In a June 24<sup>th</sup> report from the District Superintendent and Maintenance Supervisor, the estimated cost of repair was approximately \$60,000; as the building is owned by the school district, any grants pursued via HG Rec will be ineligible for application to its renovation. The HG Rec Coordinator and Superintendent are reviewing options for interim office usage; however, program delivery and equipment storage will be significantly impacted unless a space of comparable size is secured for lease.

#### **Success By 6 Grant Successful**

The HG Rec Coordinator's application to the 'Make Children First' category of Success by 6's Community Engagement grant was successful; the proposal applied for funding to implement the 'Healthy Halo' and 'No Kid Hungry' projects within the 2015 Summer Program. Both projects speak to the increased documentation of youth hunger and socioeconomic activity barriers on Haida Gwaii, and aim to discreetly address the issues by providing local, healthy snacks for all participants, as well as lunches for youth who attend the program on an empty stomach.

#### **Gwaii Trust Youth Grant Successful**

HG Rec's application for funding via the Gwaii Trust Youth Program was successful, and will be applied to subsidizing participant and travel costs for this year's Summer Program, as well as program equipment and experiential arts supplies.

*Lucy Neville*

**Haida Gwaii Recreation Coordinator**



## **Haida Gwaii Recreation Coordinator's Report**

**Month End: July 2015**

**Submitted By: Lucy Neville**

The HG Recreation Commission has two categories, from June to September, which our programs fall into; Registered Programs and Community Events. We additionally offer assistance with obtaining rental spaces and advertising support for community members.

### **Registered Programs**

**Weight Room Orientations** – BCRPA instructor Lisa Shoop held an orientation on July 23rd at the weight room in **Queen Charlotte** with a total of **3** participants.

**Bike Re-Psych** – It was a busy month for the mobile bike repair trailer! The Bike Re-Psych crew set up shop at multiple community events across **Haida Gwaii** throughout July, and assisted **45** islanders with a variety of DIY repairs and bicycle education sessions.

**Alternate Fitness** – led by BCRPA-certified instructor Harold White, this program ran twice-weekly classes at the HG Rec Building in **Masset**, every Tuesday and Thursday until the second week of July, with a total of **3** participants.

**Summer Program** – the 32<sup>nd</sup> annual Summer Day Camp began July 6<sup>th</sup> in **Sandspit** at the AL Mathers school. This program runs throughout July and August, with camp held in each of the four main communities on Haida Gwaii: **Queen Charlotte**, **Port Clements**, **Sandspit** and **Masset**. Summer staff Tianna Grosse and Fergus Wilson designed each location's camp schedule to include the key elements of fun, education, activity and culture, and have expanded on previous years' programs to incorporate Haida storytelling, cedar weaving, ornithology and biodiversity of Haida Gwaii, body-based art creation, nutrition and healthy eating, and an ever-increasing network of on-island organizations.

### **Specialists**

Leona Kennedy – Haida storytelling and cedar bark weaving

Josina Davis – art and biodiversity

Sarah Stevenson – local food systems and preservation

Shelly Crack – Northern Health dietician

Christy Conschuh – forum theatre and drama

Bobbi-Lee Chatelaine – archery and bowmaking  
Michael McQuade – stand-up paddleboarding  
Kye Borserio – ocean kayaking  
Sandy Gagnon – cedar weaving and harvesting  
Kirsten Oike – acrobatic dance  
Sylvan Daugert – rookie rugby  
Harold White – rookie rugby  
Colby McElrath – experiential ecology

#### Tours

Delkatla Sanctuary Berry-Picking  
Dixon Entrance Maritime Museum  
Masset Harbour Paddle  
Sandspit Harbour Paddle  
Spur 9 Intertidal Walk  
Sandspit Coast Guard Station

#### **Sandspit**

Week 1 – 8

Week 2 – 8

#### **Masset**

Week 1 – 21

Week 2 – 24

July 2015 Summer Program total: **61**

#### **Events and Affiliated Programs**

##### **Skidegate Days**

The HG Rec Summer Program staff once again held a high-energy outreach booth that featured games and activities for youth, allowing them to simultaneously promote and advertise the Summer Program. A total of **89** youth participated in games, and **43** parents and guardians took home registration information.

**Total July 2015 participants in HG Rec programs/events: 244**

*\* Total July 2014 participants in HG Rec programs/events: 230*

### **Upcoming Summer Classes**

**Weight Room Orientations** – Instructor Lisa Shoop will host an orientation at the weight room August 20<sup>th</sup> in **Queen Charlotte**.

**Summer Programs** – our annual HG Rec Summer Programs will be held in **Port Clements**, and **Skidegate** throughout August, finishing up at Sk'aadgaa Naay Elementary School on August 28<sup>th</sup>.

**HlGaa k'aats'ii lihllnga: Agate Man Triathlon** – August 15<sup>th</sup> is on its way, and it's training time! This event will once again feature solo, relay and 'family fun' options. The course route includes a 500-meter swim, 20-km bicycle and 6-km run, beginning at Pure Lake and finishing in downtown **Masset**.

### **Additional Reporting**

#### **RBC Grant Approval**

The HG Rec Coordinator submitted a funding proposal to RBC's 'Community Engagement' program. The proposal outlined the cognitive, physical and psychological benefits of experiential education and interdisciplinary approaches to social leadership within youth-focused programs. The approved grant will be implemented to augment a wider range of sports and arts equipment and creative exposure to the youth attending the Summer Program.

*Lucy Neville*

**Haida Gwaii Recreation Coordinator**

**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT ESTABLISHMENT OF HAIDA GWAI  
REGIONAL RECREATION SERVICE**

**BYLAW NO. 595, 2015**

---

A bylaw to convert and establish the service of Regional Recreation on Haida Gwaii

---

**WHEREAS:**

- A. Supplementary Letters Patent dated March 29, 1979, granted the Skeena-Queen Charlotte Regional District the authority to provide the function of recreational programs on Haida Gwaii;
- B. Pursuant to section 774.2(3) of the *Local Government Act*, a regional district may adopt a bylaw to convert a continued service to one exercised under the authority of an establishing bylaw and may in the same bylaw amend the power to the extent that it could if the power were in fact exercised under the authority of an establishing bylaw;
- C. The Board of the Skeena-Queen Charlotte Regional District wishes to convert the regional recreation function for Haida Gwaii to a service exercised under the authority of an establishing bylaw;
- D. The consent of all of the participants has been obtained in accordance with section 802 of the *Local Government Act*.

**NOW THEREFORE** the Board of the Skeena-Queen Charlotte Regional District in an open meeting duly assembled enacts as follows:

**1. CONVERSION**

The function of providing regional recreation for Haida Gwaii as granted to the Skeena-Queen Charlotte Regional District by Supplementary Letters Patent dated March 29, 1979, is hereby converted and established to a service.

**2. SERVICE AREA BOUNDARIES**

The boundaries of the service area under this bylaw are:

- 2.1 The Village of Masset;
- 2.2 The Village of Queen Charlotte;
- 2.3 The Village of Port Clements;
- 2.4 Electoral Area D; and
- 2.5 Electoral Area E.

**3. PARTICIPATING AREAS**

The participants of the service established under this bylaw are the Village of Masset, the Village of Queen Charlotte, The Village of Port Clements, Electoral Area D and Electoral Area E.

**4. COST RECOVERY**

The annual costs for the Service may be recovered by the following:

- 4.1 Property value taxes imposed in accordance with Division 4.3 of the *Local Government Act*.

**5. MAXIMUM REQUISITION**

In accordance with the Local Government Act, the maximum amount that may be requisitioned annually for the cost of the service is \$150,735 or \$0.530 per \$1000 of taxable value of land and improvements, whichever is greater.

**6. CITATION**

This bylaw may be cited for all purposes as the “Haida Gwaii Regional Recreation Service Bylaw No. 595, 2015”.

READ A FIRST TIME this 24<sup>th</sup> day of April, 2015.

READ A SECOND TIME this 24<sup>th</sup> day of April, 2015.

READ A THIRD TIME this 24<sup>th</sup> day of April, 2015.

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 24<sup>th</sup> day of June, 2015

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
B. Pages  
Chair

\_\_\_\_\_  
D. Fish  
Deputy Corporate Officer



## SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

## HAIDA GWAI REGIONAL RECREATION COMMISSION BYLAW NO. 597, 2015

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A bylaw to establish a recreation commission for Haida Gwaii

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**WHEREAS** the Board of the Skeena-Queen Charlotte Regional District may, pursuant to section 176(1) of the *Local Government Act*, establish commission to operate regional district services;

**AND WHEREAS** the Board of the Skeena-Queen Charlotte Regional District, pursuant to Bylaw No. 595, 2015, and amendments thereto, has established a regional recreation service on Haida Gwaii;

**AND WHEREAS** the Board of the Skeena-Queen Charlotte Regional District deems it appropriate to establish a recreation commission;

**NOW THEREFORE**, the Board of the Skeena-Queen Charlotte Regional District, in open meeting assembled, enacts as follows:

## 1. ESTABLISHMENT

- 1.1. The Haida Gwaii Regional Recreation Commission is hereby established.

## 2. DEFINITIONS

- 2.1. **“Administrative Powers”** means the ability to undertake activities required for the day to day functioning of the Commission, which shall include all matters pertaining to developing and maintaining relevant policies and all financial and administrative duties required for the continued operation of the Commission within guidelines set by the Board.
- 2.2. **“Board”** means the Board of the Skeena-Queen Charlotte Regional District;
- 2.3. **“Chief Administrative Officer”** means the person appointed by the Board as the Chief Administrative Officer;
- 2.4. **“Commission”** means the Haida Gwaii Regional Recreation Commission;
- 2.5. **“Executive Committee”** means a committee, consisting of the Commission Chair and two other members, to act on behalf of, and within the powers granted to them by, the Commission;
- 2.6. **“Local Service Area”** means the boundaries of the Haida Gwaii Regional Recreation Service Area established by Bylaw No. 595, 2015, and amendments thereto;
- 2.7. **“Management Powers”** means the ability to operate a service, as delegated within this bylaw, and subsequent amendments thereto, including all matters pertaining to the physical operation of the service such as operating, maintaining, repairing, engineering, or constructing. Management powers may also include the financial management of such service if expressly delegated within this bylaw; and
- 2.8. **“Regional District”** means the Skeena-Queen Charlotte Regional District.

### 3. MEMBERSHIP

- 3.1. The Commission shall consist of no more than eight (8) members from the following areas:
  - 3.1.1. Village of Queen Charlotte;
  - 3.1.2. Village of Masset;
  - 3.1.3. Village of Port Clements;
  - 3.1.4. Electoral Area D; and
  - 3.1.5. Electoral Area E.
- 3.2. Commission staff are not eligible to serve as members of the Commission.

### 4. APPOINTMENT

- 4.1. Members of the Commission shall be appointed by the Board in accordance with section 176 of the *Local Government Act*.
- 4.2. Members of the Commission shall be appointed to a two (2) year term.
- 4.3. Members of the Commission shall be eligible for reappointment to successive terms without limitation.
- 4.4. Each member of the Commission may appoint an alternate representative to serve in his or her absence provided that the Regional District has been notified, in writing, of the appointment.
- 4.5. In the event of a vacancy between appointments due to death, resignation or termination, the vacancy shall be filled forthwith by the Commission subject to the approval of the Board.
- 4.6. ***The appointment of a Commission member may be rescinded at any time, for cause, by resolution of the Board.***

### 5. PROCEDURE

- 5.1. The Commission Chair and Vice Chair shall be elected annually by a majority vote of all Commission members.
- 5.2. A quorum of the Commission shall be the majority of its members.
- 5.3. All decisions of the Commission shall be made by a majority vote of the members present at the meeting, with each member having one vote.
- 5.4. An Executive Committee shall be elected annually from within the membership of the Commission.

- 5.5. Regular Commission meetings shall be:
  - 5.5.1. *Held at least two (2) times per annum; and***
  - 5.5.2. Open to the public.
- 5.6. Special Commission meetings shall be:
  - 5.6.1. Called by resolution of the Commission at a regular meeting; or
  - 5.6.2. Called at the request of two or more Commission members; and
  - 5.6.3. Open to the public, subject to section 5.8 below.
- 5.7. Notice of meetings, by such means as the Commission deems reasonable, shall be provided to members of the Commission and residents of the Local Service Area at least 48 hours in advance of a meeting.
- 5.8. All or part of a meeting may be closed to the public in accordance with the “*Skeena-Queen Charlotte Regional District Procedure Bylaw No. 470, 2005*”, and amendments thereto.
- 5.9. Where this bylaw and the “*Skeena-Queen Charlotte Regional District Procedure Bylaw No. 470, 2005*”, and amendments thereto, are silent, Robert’s Rules of Order, newly revised, shall apply to the conduct of Commission meetings.
- 5.10. Minutes shall be kept for all meetings of the Commission and a copy of such minutes shall be forwarded to the office of the Skeena-Queen Charlotte Regional District.

## 6. DELEGATION OF AUTHORITY

- 6.1. The powers delegated to the Commission, except as otherwise provided by bylaw, shall include:
  - 6.1.1. Subject to the provisions otherwise contained in this bylaw and part 24 of the *Local Government Act*, the Commission is empowered to exercise Administrative Powers with respect to the Commission;
  - 6.1.2. Subject to the provisions otherwise contained in this bylaw and part 24 of the *Local Government Act*, the Commission is empowered to exercise Management Powers with respect to the following:
    - 6.1.2.1. Haida Gwaii Regional Recreation Service.
- 6.2. The Commission is authorized to hire a Recreation Coordinator who shall report to the Commission.
- 6.3. The Commission shall not exercise any powers, functions or responsibilities not expressly set out in this bylaw, as amended from time to time.

- 6.4. The Commission shall not undertake any initiatives or commitments that may be binding on the Commission or the Regional District without receiving the prior approval of the Board.
- 6.5. The Commission shall not, without the Board's prior approval, expend any funds except as set forth in the approved budget and shall not enter into any undertaking, obligation, commitment, or liability that would cause the Commission's annual budget, as approved by the Board, to be exceeded.
- 6.6. All authorized funds receivable and expendable by the Commission shall be paid into and out of the Commission's operating account.

## **7. REPORTING OBLIGATIONS**

- 7.1. On or before November 30<sup>th</sup> each year, the Commission shall prepare and submit to the Board an annual budget, in a form satisfactory to the Chief Administrative Officer, which shall include detailed estimates of its receipts from every source and expenditures for every purpose for the following year, and such annual budget shall be considered by the Board and may be rejected or accepted, in whole or in part, at the Board's discretion.
- 7.2. The Commission shall forward to the Chief Administrative Officer the agenda and minutes of all meetings of the Commission.
- 7.3. The Commission will communicate regularly and liaise with the Chief Administrative Officer respecting the exercise of the Commission's powers, duties and functions, as specified in this bylaw.
- 7.4. The Commission will abide by the *Accountability Standards for Regional District Committees and Commissions Policy* as adopted or amended by the Board.

## **8. GENERAL**

- 8.1. The title to any real property, equipment or chattels, leases and agreements of any kind, shall be registered in the name of the Regional District, and the same shall be the property of the Regional District and shall not be disposed of without approval of the Regional District.
- 8.2. All members of the Commission shall serve without remuneration, save and except to the extent that Commission members may be reimbursed for travel and out-of-pocket expenses in accordance with the policies of the Regional District.
- 8.3. To enable the Commission to perform its functions and to carry out its duties in accordance with the intent and purpose for which the Commission was established, the Chief Administrative Officer may, whenever required and without the direct instruction of the Board, give to the Commission such assistance as it may reasonably require.

9. SCOPE OF BYLAW

- 9.1. For clarity, subject to the *Local Government Act*, unless a power, duty or function of the Board has been expressly delegated by this bylaw or another Regional District bylaw, as amended from time to time, all of the powers, duties and functions of the Board will remain with the Board.

10. SEVERABILITY

- 10.1. If any portion of this bylaw, as amended from time to time, is held to be invalid by a court of competent jurisdiction, then the invalid portion shall be severed and the remainder of this bylaw shall be deemed to have been adopted without the severed portion.

11. REPEAL

- 11.1. For certainty, the following Regional District bylaws are hereby repealed:
  - 11.1.1. Skeena-Queen Charlotte Regional District Queen Charlotte Regional Recreation Committee Bylaw No. 80, 1979;
  - 11.1.2. Skeena-Queen Charlotte Regional District Queen Charlotte Recreation Commission Amending Bylaw No. 117, 1982;
  - 11.1.3. Skeena-Queen Charlotte Regional District, Queen Charlotte Island Regional Recreation Commission Amending Bylaw No. 162, 1986;
  - 11.1.4. Skeena-Queen Charlotte Regional District Queen Charlotte Islands Regional Recreation Commission Bylaw No. 340, 1997; and
  - 11.1.5. Skeena-Queen Charlotte Regional District Queen Charlotte Islands Recreation Commission Bylaw No. 522, 2010.

12. CITATION

- 12.1. This bylaw shall be cited for all purposes as the “Haida Gwaii Regional Recreation Commission Bylaw No. 597, 2015”.

READ A FIRST TIME this	24 <sup>th</sup> day of April, 2015.
READ A SECOND TIME this	____ day of _____, 2015.
READ A THIRD TIME this	____ day of _____, 2015.
ADOPTED this	____ day of _____, 2015.

\_\_\_\_\_  
B. Pages  
Chair

\_\_\_\_\_  
D. Fish  
Deputy Corporate Officer

**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT  
BYLAW NO. 601, 2015**

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Being a bylaw to repeal Bylaw 600, 2015 establishing the Sandspit Water Service Advisory Committee

---

WHEREAS the Board established the Sandspit Water Service Advisory Committee;

AND WHEREAS the new Sandspit Water System Review Advisory Committee has been established by terms of reference;

NOW THEREFORE the Board of the Skeena-Queen Charlotte Regional District in open meeting enacts as follows:

1. Citation

This bylaw may be cited as the "Sandspit Water Service Advisory Committee Repealing Bylaw, No. 601, 2015."

2. Repeal:

The "Sandspit Water Service Advisory Committee Bylaw No. 600, 2015" is hereby repealed.

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

RECONSIDERED AND ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2015.

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Barry Pages  
Chair

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Daniel Fish  
Deputy Corporate Officer

## Referral Memo

**Date:** August 14, 2015  
**To:** SQCRD Board  
**From:** Morganne Williams, Planner

**Regarding:** Crown Land Industrial Application

**Location:** Kumdis Slough Masset Inlet

**Summary of the Referral:**

Proponent: Husby Forest Products Ltd.

Tenure Type: License of Occupation

Term: Five to Ten Years

Area: 25 ha +/-

**Comments from APC or Other Agencies:** No comments received to date.

**Attachments:**

- |                           |           |
|---------------------------|-----------|
| 1. Application            | 4 pages   |
| 2. Prospectus             | 3 pages   |
| 3. Management Plan        | 2 pages   |
| 4. Debris Management Plan | 1 page    |
| 5. Spill Contingency Plan | 101 pages |
| 6. Maps                   | 2 pages   |



# Crown Land Tenure Application

Tracking Number: 100131136

## APPLICANT INFORMATION

**Name:** Husby Forest Products Ltd.  
**Doing Business As:**  
**Phone:** 604-940-3525  
**Fax:**  
**Email:** jonfane@tecfor.bc.ca  
**BC Incorporation Number:**  
**Extra Provincial Inc. No:**  
**Society Number:**  
**GST Registration Number:**  
**Contact Name:** Jonathan Fane  
**Mailing Address:** 6425 River Road  
Delta BC V4K 5B9

## REFERRAL / PUBLIC COMMENT CONTACT INFORMATION

**Company / Organization:** Husby Forest Products Ltd.  
**Contact Name:** Jonathan Fane  
**Contact Address:** 6425 River Road  
Delta BC V4K 5B9  
**Contact Phone:** 604-940-3525  
**Contact Email:** jonfane@tecfor.bc.ca

## SETUP QUESTIONS

The APPLICANT is the Individual(s) or Organization to whom the authorization will be issued, if approved. Before choosing your answer, please click on the HELP ICON(?) beside each question.

**Are you an individual or an organization?** Organization  
**Are you applying on behalf of the applicant?** No  
**Are there co-applicants for this application?** No

## ELIGIBILITY

Question	Answer	Warning
----------	--------	---------

Do all applicants and co-applicants meet the eligibility criteria for the appropriate category as listed below?	Yes	
---	-----	--

Applicants and/or co-applicants who are Individuals must:

1. be 19 years of age or older and
2. must be Canadian citizens or permanent residents of Canada.

Applicants and/or co-applicants who are Organizations must either:

1. be incorporated or registered in British Columbia (Corporations also include registered partnerships, cooperatives, and non-profit societies which are formed under the relevant Provincial statutes) or
2. First Nations who can apply through Band corporations or Indian Band and Tribal Councils (Band or Tribal Councils require a Band Council Resolution).

## TECHNICAL INFORMATION

Please provide us with the following general information about you and your application:



## EXISTING TENURE DETAILS

Do you hold another Crown Land Tenure?

Yes

Please specify your file number:

113963

If you have several file numbers, please make a note of at least one of them above. Example numbers: 1234567, 153245, others

## ALL SEASONS RESORTS

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

Are you applying within an alpine ski resort?

No

## WHAT IS YOUR INTENDED USE OF CROWN LAND?

Use the "Add Purpose" button to select a proposed land use from the drop down menu. If your purpose can not be found in the list, please contact FrontCounter BC.

**Purpose**

**Tenure**

**Period**

**Log Handling**

Lease

Five to ten years

To store and load log bundles that are watered at Collison Point

## ACCESS TO CROWN LAND

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

This booming ground will be accessed by boat from the dock in Port Clements.

## LOG HANDLING

**Specific Purpose:**

To store and load log bundles that are watered at Collison Point

**Period:**

Five to ten years

**Tenure:**

Lease

## TOTAL APPLICATION AREA

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

Please specify the area:

23 hectares

## ADDITIONAL QUESTIONS

In many cases you might require other authorizations or permits in order to complete your project. In order to make that determination and point you in the right direction please answer the questions below. In addition, your application may be referred to other agencies for comments.

Is the Applicant or any Co-Applicant or their Spouse(s) an employee of the Provincial Government of British Columbia? No

Are you planning to cut timber on the Crown Land you are applying for? No

Are you planning to use an open fire to burn timber or other materials? No

Do you want to transport heavy equipment or materials on an existing forest road? No

Are you planning to work in or around water? Yes

1. You will require a Water Act Section 9 Notification or Approval from the Province. 2. The federal Department of Fisheries and Oceans might need to review your project. 3. Review the Transport Canada website if the Navigation

Protection Act applies.

Does your operation fall within a park area?

No

## LOCATION INFORMATION

Please provide information on the location and shape of your Crown land application area. You can use one or more of the tools provided.

☒ I will upload a PDF, JPG or other digital file(s)

### MAP FILES

Your PDF, JPG or other digital file must show your application area in relation to nearby communities, highways, railways or other land marks.

Description	Filename	Purpose
1:10,000 scale map of Kumdis Booming Grounds	Kumdis Booming Grounds Map.pdf	Log Handling

## ATTACHED DOCUMENTS

Document Type	Description	Filename
General Location Map	General Location Map showing distance to Port Clements	6405200 DUA Kumdis RAT map ...
Log Handling and Storage Prospectus	Kumdis Booming Grounds Prospectus	Kumdis Booming Grounds Pros...
Other	ADDENDUM posted June 5th 2015.	ADDENDUM TO THE HFP KUMDIS ...
Other	Husby Debris Management Plan	Debris Mngmt Plan.pdf
Other	Husby Spill Plan from CMS	Husby Spill Plan (March 201...
Other	Kumdis Booming Grounds Management Plan	Kumdis Booming Grounds Mana...
Site Plan	Kumdis Booming Grounds Site Plan	Kumdis Booming Grounds Map.pdf

## PRIVACY DECLARATION

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

## IMPORTANT NOTICES

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

### DECLARATION

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

## APPLICATION FEES

Item	Amount	Taxes	Total	Outstanding Balance
------	--------	-------	-------	---------------------

Crown Land Tenure Application Fee      \$1,000.00    GST @ 5%: \$50.00      \$1,050.00      \$0.00

**OFFICE**

Office to submit application to:      Haida Gwaii

**PROJECT INFORMATION**

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

**OFFICE USE ONLY**

Office Haida Gwaii	File Number	Project Number
	Disposition ID	Client Number



# Prospectus - Log Handling and Storage

This form is to accompany applications for log handling and storage purposes.

APPLICANT  
NAME AND  
ADDRESS →

APPLICANT  
CONTACT NAME  
AND TITLE →

PROJECT  
JUSTIFICATION  
Attach separate  
sheets if  
necessary. →  
1. Summarize the  
economic and  
operational  
reasons why this  
project is  
important to the  
company.  
2. Describe briefly  
alternate sites  
and/or methods of  
operation which  
were considered  
for this project  
site. Summarize  
the reasons for  
selecting the  
proposed project  
over the  
alternatives  
considered.

PROJECT  
LOCATION →  
Provide  
information  
relevant to the  
project. Check ☒ the categories  
included as  
applicable.

PROJECT  
DESCRIPTION  
→

APPLICANT NAME AND ADDRESS → HUSBY FOREST PRODUCTS LTD.		Ministry File No.	
APPLICANT CONTACT NAME AND TITLE → JONATHAN FAN		NTS Map No.	
Development Location KUMDIS SLOUGH MASSETT INLET		Name of proposed development (if applicable) KUMDIS BOOMING GROUNDS	Is project: new application <input checked="" type="checkbox"/> renewal application <input type="checkbox"/>
THE BOOMING GROUNDS ARE REQUIRED FOR HUSBY'S ONGOING COLLISION POINT OPERATION. HUSBY PROCESSES APPROXIMATELY 160,000 m <sup>2</sup> IN THE AREA, AND REQUIRES A PROTECTED AREA FOR STORAGE, BOOMING, AND LOADING OF WOOD. SHIP ISLAND WAS ALSO CONSIDERED HOWEVER IT IS THOUGHT THAT USING AN EXISTING SITE AND ONE THAT IS CLOSER TO TOWN (PORT CLEMENTS) WOULD BE BETTER.			
REQUIRED INFORMATION A. Project area map (To define the site location in relation to surrounding facilities and services)	Proposed site <input type="checkbox"/> Existing and proposed roads <input checked="" type="checkbox"/> Construction borrow sources <input type="checkbox"/>	New and existing upland facilities neighbouring the proposed site <input type="checkbox"/> Waste and dredge material disposal areas <input type="checkbox"/>	Other facilities related to the project. Describe briefly. <input type="checkbox"/>
B. Proposed site map (state the scale) (To show location of development and improvements within the site.)	Boundaries of proposed site. <input type="checkbox"/> Construction works or improvements. <input type="checkbox"/> Area to be dredged <input type="checkbox"/> Area to be filled <input type="checkbox"/>	Total project site area in hectares <input checked="" type="checkbox"/> Existing works, improvements or fill on the proposed site claimed by the applicant. <input type="checkbox"/> Yes. <input type="checkbox"/> No.	Other information related to the project. Describe briefly. <input type="checkbox"/>
C. Marine chart (if necessary).			
D. Indicate the approximate slope of the application area (percent and direction.)			
A. TYPE OF DEVELOPMENT (Check <input checked="" type="checkbox"/> all applicable categories.) 1. Log sorting Dry land sort <input type="checkbox"/> Water sort <input type="checkbox"/> 2. Log dumping Logs bundled (dry land) <input type="checkbox"/> Logs bundled (in water) <input type="checkbox"/> Loose logs <input type="checkbox"/> 3. Barging Log barge loading <input checked="" type="checkbox"/> Log barge unloading <input type="checkbox"/> 4. Log booming (indicate percentages) Flat rafts _____% Bundle booms 100% 5. Log boom storage Continuous base <input checked="" type="checkbox"/> Intermittent basis <input type="checkbox"/> Emergency only <input type="checkbox"/> 6. Conversion plants Sawmill 80% <input checked="" type="checkbox"/> Pulp mill 20% <input checked="" type="checkbox"/> Shakemill _____% <input type="checkbox"/> Other (specify) _____% 7. Location:			



PROJECT →  
DESCRIPTION  
(Continued)

B. LOG FLOW

1. State the origin of the logs to be handled at the proposed site. Give type of tenure (ie TFL), location and name or number and life of tenure (no. of years).

2. List type and percentage of log species to be handled.

3. Anticipated log volume to be handled (Give ranges expected) Daily 600 - 800 m<sup>3</sup>

Annually 160,000 m<sup>3</sup>

4. Average turn-over period for the logs. 2-4 WEEKS

C. DEVELOPMENT

1. Duration of construction period. N/A

4. Life span of proposed project in years. 10

2. Anticipated date to begin construction. N/A

5. Volume to be dredged 0 m<sup>3</sup>

3. Method and timing of dredging and/or filling. N/A

6. Area to be filled 0 m<sup>2</sup>

D. Indicate the following as applicable.

Upland ownership Crown ☐ Company ☐ Other private ownership ☐ Uncertain ☒

PROJECT →  
IMPLICATIONS

Attach any available information describing nature of discharges or accumulations and proposed remedy, if applicable.

- KUMDIS Booming grounds management plan  
- DIVE SURVEY (TO BE DELIVERED).

ADDITIONAL  
INFORMATION →  
(Attach separate  
sheets if necessary)  
1. Briefly describe  
any further project  
planning and  
assessment studies  
which the company  
feels are required.  
2. Provide any  
information which  
the company feels  
is necessary to  
clarify or expand  
upon the questions  
answered.

AUTHORIZATION

MAY 21/2015.  
DATE

SIGNATURE

TITLE

VP FORESTRY & ENGINEERING

## ADDENDUM TO THE HFP KUMDIS BOOMING GROUNDS APPLICATION

PERSONS USING THE KUMDIS BOOMING GROUNDS and ASSOCIATED VOLUME:

- Husby Forest Products ~ 160,000m<sup>3</sup>
- O'Brien ~ 20,000 m<sup>3</sup>
- Infinity West ~100,000 m<sup>3</sup>
- Abfam ~50,000 m<sup>3</sup>
  
- TOTAL ~330,000 m<sup>3</sup>

These booming grounds should see an average of approximately 30,000 m<sup>3</sup> per month with a slight increase in the summer months, and a slight decrease during the winter.



# **KUMDIS BOOMING GROUNDS MANAGEMENT PLAN**

May 15, 2015

## **Project Overview**

The Kumdis Booming Grounds located at souther tip of Kumdis Island (UTM Coordinates: 686599, 5599956) is required by Husby Forest Products for their operations in the Collison Point area. The current condition of the booming grounds is fair.

The booming grounds footprint will be slightly enlarged, with none of the shoreline being impacted. The area increase is as a result of incorrect location and size in the original tenure held by another company in the past. The sort area will be 23ha.

A map showing the Kumdis Booming Grounds has been attached.

Access to the booming grounds is via boat, as there is no land access point for this lease.

## **Project Environmental issues**

### **Land Impacts**

No land impacts are expected.

### **Atmospheric Impacts**

Potential atmospheric impacts include the use of machinery such as tugs, dozers and barge loading equipment. All machinery will be maintained to the highest mechanical standard to minimize the burning of fossil fuels.

All fuel spills will be cleaned up immediately, and the *Husby Fuel Spill Plan* will be followed.

### **Aquatic Impacts**

As per DFO best management practices, the grounding of logs will not occur within or adjacent to the booming grounds. All company and contract employees will be trained in the proper procedures and precautions

With regards to woody debris, the *Husby Debris Management Plan* will be followed.

### **Fish and Wildlife Habitat**

Husby will minimize impact to fish and wildlife habitat through the following actions:

1. Ensuring minimal amounts of bark and debris fall off logs through proper processing of timber.
2. Ensure boomsticks and bundles are prevented from grounding out on the seabed.
3. Only booming in the shown designated area.

### **Socio-Community**

#### **Land Use**

There are no other known land uses in this area.

#### **Socio-Community Conditions**

This proposed project will have little affect or influence on existing community services.

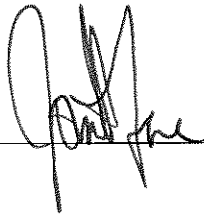
#### **Public Health**

This proposed project will have no affect on public health.

#### **First Nations**

Local first nation's representatives will be contacted through the MOF solutions table.

Signed: \_\_\_\_\_



Date: **MAY 21 2015**





## DEBRIS MANAGEMENT PLAN

Log towing, booming, storage, and barge loading.

Prior to watering:

- Logs should be limbed and cleaned of debris.
- Bundle wires must be secured tightly around logs to prevent escape and breakage during handling.

Towing:

- Logs are towed as bundles to minimize debris loss from individual logs.
- Logs should be towed with an appropriate towline length to prevent tug prop wash from washing debris out of bundles.
- No wake zone for boom boats near shore and in shallow water.

Storage:

- Logs and bundles should remain floating at all times and not rest on or touch bottom.
- Debris from stored bundles should be contained within the standing boom area.
- Foreshore and inter-tidal areas will be periodically cleaned of logs, deadheads, and debris.
- Escaped booms or bundles should be retrieved on a daily basis.
- Remedial work following Foreshore & Underwater Assessments will be conducted in consultation with Fisheries and Oceans Canada.
- Log storage time in the water is kept to a minimum when feasible.
- Logs are stored as bundles to minimize debris loss from individual logs.
- Booms are constructed securely to reduce loss of bundles and logs.

Loading:

- Log bundles are carefully loaded as bundles to avoid breaking bundles and reduce debris loss.



# **Husby Forest Products Ltd.**

## **Spill Contingency Plan**

## Distribution

<b>Spill Response Role</b>	<b>Position</b>	<b>Name</b>	<b>No. of Copies</b>
Spill Coordinator	VP Forestry and Engineering	Jonathan Fane	1
On-site Spill Coordinator (OSC)	Camp Superintendent	Kelly Williams	1
Spill Cleanup Supervisor	General Foreman	Frank Bone	1
Alt. Spill Cleanup Supervisor	Camp Office Admin.	Peter Doherty	1
Alt. Spill Cleanup Supervisor	Manager, Lodge (Peregrine)	Dave Jepson	1
Legal Advisor	Fasken Martineau & DuMoulin	Chuck Willms	1
Response Advisor	Consultant - Counterspill Research Inc.	Laurie Solsberg	1
Canadian Coast Guard	Manager, Contingency Planning	Bill Dutrizak	1
Fuel Carrier	Manager - North Arm Transportation Ltd.	Gino Stradiotti	1

### Updating

The Spill Coordinator together with the Environmental Advisor are required to undertake a rigorous review of this Plan to update contact names and numbers as well as other site-specific data, such as products and volumes, at least annually and whenever these changes occur so that:

- The Plan remains useful.
- It complies with the Husby Petroleum & Hazardous Waste Management Standard.
- It meets Canadian Coast Guard, B.C. Ministry of Environment, and B.C. Fire Code regulations and guidelines.

<b>Page</b>	<b>Nature of Amendment</b>	<b>Date of Issue</b>
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# 1.0 Introduction

## Purpose

This Spill Contingency Plan is designed to facilitate the prevention and efficient cleanup of spills of the following substances at the Husby Forest Products Ltd. (Husby) operations:

- Diesel
- Gasoline
- Jet A
- Sawgas
- Hydraulic Oil
- Lube Oil
- Waste Oils
- Antifreeze

Principal objectives of the Spill Contingency Plan are:

1. To provide readily accessible emergency information to management, cleanup crews and government agencies in the event of a spill.
2. To comply with Husby Petroleum & Waste Management Standard.
3. To comply with the BC Spill Reporting Regulation in notifying the BC Ministry of Environment of spills of waste oils.
4. To comply with other provincial and federal regulations pertaining to the preparation of contingency plans and notification requirements.
5. To promote the safe and effective recovery of spilled materials.
6. To minimize the environmental impacts of spills into water or on land.
7. To facilitate the disposal of wastes in accordance with environmental legislation.

## Scope

This Plan addresses the organization of the Husby Forest Products Ltd. operations spill response team and emergency measures. Alerting and notification procedures and cleanup strategies are outlined as are the duties and responsibilities of key response personnel. Emergency contacts are listed for Husby personnel, contractors, government agencies and private response organizations.



Summaries of physical/chemical properties and response measures have also been compiled for all hydrocarbon substances used by Husby (Appendix A). Government agency roles are indicated in Appendix B and an inventory of spill response kits and their location is included as Appendix C. Checklists for storage tanks and fuel transfer operations (see Appendix D) should be used together with Husby's Management Standard for Petroleum Products to help prevent spills. Environmental sensitivities (see Appendix E) are outlined to assist in the planning of spill cleanup operations. Appended information also includes, Training (Appendix F), Spill Scenarios (Appendix G), and a Declaration for the designated Oil Handling Facility at Naden Harbour (Appendix H).



## 2.0 Site Information

The sites covered by this plan include the following:

Facility or Site	Latitude	Longitude
Eden Lake Camp	53 <sup>0</sup> 52' 00"	132 <sup>0</sup> 43' 30"
Naden Harbour Dryland Sort	53 <sup>0</sup> 58' 40"	132 <sup>0</sup> 40' 20"
Davidson Dryland Sort	53 <sup>0</sup> 59' 25"	132 <sup>0</sup> 34' 16"
Peregrine Lodge	53 <sup>0</sup> 58' 10"	132 <sup>0</sup> 37' 30"
Rennell Sound	53 <sup>0</sup> 21' 27"	132 <sup>0</sup> 27' 44"
Collison Point	53 <sup>0</sup> 47' 07"	132 <sup>0</sup> 13' 22"



There are approximately 60 permanent and part-time staff working at the sites. Contact Information for the head office is as follows:

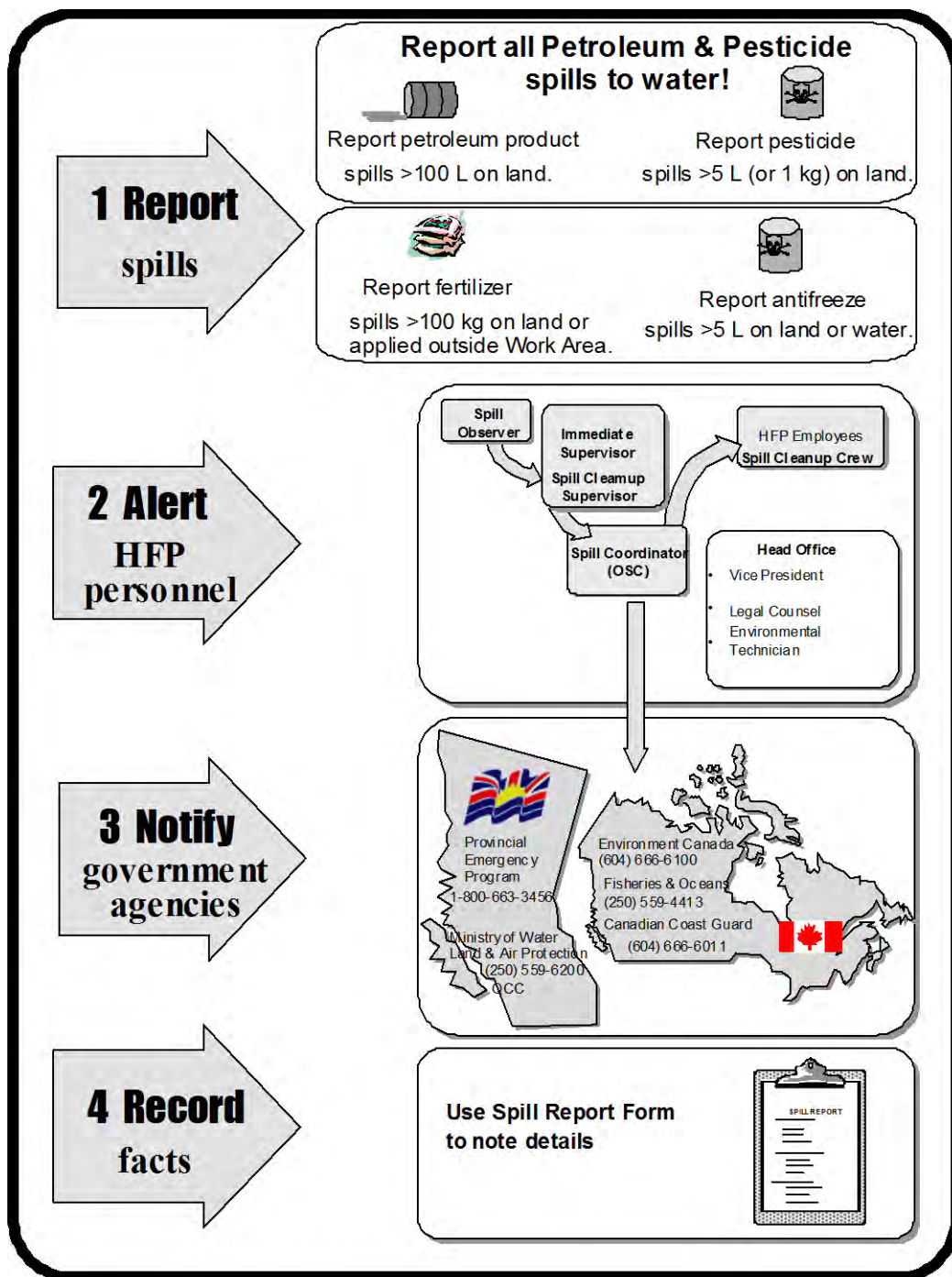
Husby Forest Products Ltd.  
 6425 River Road  
 Delta, BC V4K 5B9  
 telephone (604) 940-1234 fax (604) 940-1236





## Response Actions

### Action Plan



For telephone numbers see sections titled:

Internal Contacts

External Contacts

**Note** For spills to water, if the On-site Spill Coordinator (OSC) is not available within 1 hour after a spill is detected, then the Spill Supervisor must report the spill to the Provincial Emergency Program (PEP) and the Canadian Coast Guard (CCG) without delay.



## Initial Response Priorities

### 1 Respond Quickly



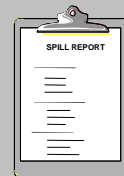
- 1 Identify the spilled material.
- 2 Ensure safety of yourself and others.
- 3 Shut off ignition sources - **no smoking**.
- 4 Assess the severity of the spill.
- 5 Call for assistance.
- 6 Attend to injured.
- 7 Keep unnecessary people out of the area.
- 8 Wear impervious clothing, goggles, gloves.
- 9 Approach spill from upwind **if safe to do so**.
- 10 Stop product flow if possible.
- 11 Contain spill within 1 hour and recover within 6 hours.

### 2 Respond Safely



- 1 **Do not contain gasoline or Jet B** if vapours might be ignited.
- 2 Wear appropriate protective clothing
- 3 See Appendix A - Product Guides for further information.

### 3 Obtain and Report Spill Details



*See section marked Spill Report Form for more details*



## Spill Response Actions

### Diesel, Saw gas, Hydraulic, Lube, Jet A and Waste Oil

#### *Consider action only if safety permits!*

#### On Land

- Stop source if safe to do so.
- Eliminate ignition sources.
- Do not flush into sewer/drainage system.
- Block entry into waterways and contain with earth or other barrier(s).

#### On Water *Coastal Waters and Lakes*

- Fuel transfer can not re-commence if it would interfere with the cleanup effort.
- Use spill containment boom to concentrate slicks for recovery.
- On small spills, use sorbent pads to pick up contained oil.
- On larger spills, obtain and use skimmer on contained slicks.
- Plan for storage of collected liquid and oily debris.

#### *Wetlands and Estuaries*

- Localize spills at source to minimize effects on sensitive habitat.
- Should a spill enter a sensitive area, seek advice from local BC Ministry of Environment and Department of Fisheries and Oceans (DFO) prior to cleanup.
- Do not deploy personnel and equipment on mudflats or vegetation unless approved by DFO or deemed suitable and appropriate by on-site spill coordinator.
- Only attempt cleanup from the water side at high tide.
- Concentrate slicks using sorbent booms and spill containment booms.
- Remove contained oil with sorbent pads and/or skimmer.
- Plan for and request additional cleanup assistance, if required.

#### *Rivers and Streams*

- Prevent entry into water, if possible, by building berm or trench.
- Intercept moving slicks in backwater or quiet areas using sorbent booms, logs or spill containment boom, as available.
- Do not use sorbent booms/pads in fast currents and turbulent water.

#### Storage & Transfer

- Store closed, labelled containers outside away from flammable items.
- Electrically ground containers and vehicles during transfer.
- Do not transfer petroleum products in Riparian Management Areas.

#### Disposal

- Segregate waste types.
- Place contaminated materials into marked containers.
- Consult Husby Environmental Advisor and BC Ministry of Environment on transportation and disposal requirements.



## Spill Response Actions

### Gasoline and Jet B

#### *Consider action only if safe!*

- General**
- Gasoline forms vapours that can ignite with explosive force.
  - Stop spill source, if safe to do so.
  - No smoking.
  - Eliminate ignition sources.
  - Remove caulk boots and wear rubber boots if there is a chance that a spark will ignite vapours.
- On Land**
- Block entry into waterways by diking with earth or other barrier(s).
  - Do not flush into sewer/drainage system.
  - Do not contain spill if there is any chance of igniting vapours.
  - Remove minor spills with sorbent pads and rolls.
  - On shop floors, apply particulate sorbents.
- On Water**
- The transfer operation can not re-commence if it will interfere with the cleanup effort.***
- Do not attempt to contain or remove spills.
  - Protection booming can be considered for water intakes, marinas and sensitive areas.
- Storage & Transfer**
- Store closed, labelled containers in cool, well-ventilated areas away from incompatible materials.
  - Electrically ground containers and vehicles during transfer.
  - Do not transfer petroleum products in Riparian Management Areas.
- Disposal**
- Segregate waste types, if necessary.
  - Place contaminated materials into marked containers.
  - Consult the Husby Environmental Advisor and BC Ministry of Environment on transportation and disposal requirements.



## **Spill Response Actions**

### **Antifreeze (Ethylene Glycol)**

*Consider action only if safe!*

**On Land**

- Block entry into waterways.
- Do not flush into sewer/drainage system.
- Contain spill by diking with earth or other barrier.
- Remove minor spills with sorbent.
- Remove large spills with pumps or vacuum equipment.

**On Water**

- Ethylene glycol sinks and mixes with water; if possible contain spill by isolating contaminated water through damming or diversion.

**Storage & Transfer**

- Store closed, labelled containers in cool, well-ventilated areas away from incompatible materials.

**Disposal**

- Segregate waste types.
- Place contaminated materials into marked containers.
- Consult Husby Environmental Advisor and BC Ministry of Environment on transportation and disposal requirements.



## **Spill Response Actions Pesticides/Herbicides**

***Consider action only if safety permits!***

### **General**

- Stop spill source, if safe to do so.

### **On Land**

- Block entry into waterways.
- Do not flush into sewer/drainage system.
- Contain spill by diking with earth, sand or other barrier.
- Remove minor spills with sorbent, clay or vermiculite.
- Neutralize any remaining residue with lime.

### **On Water**

- Many pesticides sink and mix with water; contain spill by isolating contaminated water through damming or diversion.

### **Storage & Transfer**

- Store closed, labelled containers in cool, well-ventilated areas away from incompatible materials.
- Electrically ground containers and vehicles during transfer.

### **Disposal**

- Segregate waste types.
- Place contaminated materials into marked containers.
- Consult Husby Environmental Advisor and BC Ministry of Environment on transportation and disposal requirements.



## Spill Response Actions

### Fertilizers

***Consider action only if safety permits!***

#### General

- **Stop spill source, if safe to do so.**
- **Keep fertilizers away from petroleum products.**
- Do not permit people, animals or vehicles to move into or through contaminated/spill area until cleanup is complete.
- Spill cleanup personnel must use protective gear/clothing.
- Do not wash way spill material unless it is in direct contact with a person.
- Isolate the spill. Barricade or dike spilled material, if in a ditch or creek using clay or non-porous material. If required, divert water around the spill area.
- Sweep or scoop up as much granular product as possible.
- Absorb or soak up as much liquid (where applicable) as possible with absorbent material.
- Spilled liquids should be absorbed by absorbent material then shoveled or swept into containers.
- Determine if spill is Major ( $\geq 100$  kg) or Minor ( $< 100$  kg).
- Where a Major Spill enters a stream in a Community Watershed, water samples will be collected as soon as possible above and below the spill/contaminated site. Samples may also be collected where the stream enters the lake (where applicable) and at the water intake. Each sample will be analyzed for the following perimeters:
  - 1.) pH
  - 2.) Nitrate –  $\text{NO}_3$
  - 3.) Nitrite –  $\text{NO}_2$
  - 4.) Ammonia (total) –  $\text{NH}_3$
  - 5.) Dissolved Phosphorus (total) - P

Samples will be taken at the same location(s), on a daily basis until a more detailed schedule is approved by the Ministry of Water, Land & Air Protection.

#### Spill Classification

**Major** - an amount in excess of 100 kilograms of product or if a stream is involved.

**Minor** - Spills of less than 100 kilograms of product and does not involve a stream.

#### Disposal

- Place contaminated materials into marked containers. Label all containers with chemical name and the estimated amount of product.
- Segregate waste types, if necessary.
- Consult Husby Environmental Advisor on transportation and disposal requirements.



### Site Specific Spill Response Actions

***Do not re-commence fuel transfer if it will interfere with spill response.***

## **Diesel, Saw gas, Hydraulic, Lube, Jet A and Waste Oil**

### Containment

If there is a spill at the **boom boat fuelling dock**:

- Deploy sorbent booms to contain the spill at the dock (see Appendix E).
- Position the containment booms using boom boats.
- Use boom sticks and log booms as breakwaters and additional containment (see Appendix E).
- Use sorbent booms to plug gaps between logs/boom sticks.

### Recovery

- Remove minor spills with sorbent pads.
- Deploy a skimmer in contained slicks to recover the spill.

### Transfer, Storage and Disposal

- Use a pump to transfer recovered fluid to a holding tank or drums which should be located on the dock or nearest point on shore.
- Consult with Husby Environmental Advisor and BC Ministry of Environment for final disposal.

## **Gasoline**

***Do not try to contain or recover gasoline spills on water.***

- Protection (diversionary) booming could be used to deflect slicks from nearby water intakes or other sensitive areas.

## **Antifreeze (Glycol)**

- Glycol dissolves in water and cannot be recovered.
- Minor spills of antifreeze on land can be recovered with universal sorbent pads.





## Fertilizers

### Major Spills and Spills to Water

Notification of the following is required:

- Spill Coordinator, Environmental Advisor, Ministry of Environment and Ministry of Forests.

### Minor Spills

Notification of the following is required:

- Spill Coordinator and Environmental Advisor

If there is a fertilizer spill in a **Community Watershed**:

Notification of the following is required:

- Spill Coordinator
- Environmental Advisor
- Ministry of Environment
- Ministry of Forests
- Ministry of Health (Local Environmental Health Officer) and Water Purveyor
- Local MOE Habitat Protection Technician



### 3.0 Spill Report Form



Site (Camp or Facility):		Product Spilled	
Spill Location:		Lat:	Long:
Date of Incident:	PEP Spill Report Number:		
Reported by:		Signature:	Date:
AGENCIES NOTIFIED			
		Date Notified:	
		Date Notified:	
		Date Notified:	
WEATHER CONDITIONS			
Temperature (Celsius):	Wind (km/hr):	Direction:	
Precipitation (mm):	Weather Description):		
SPILL SOURCE			
<input type="checkbox"/> tanker truck	<input type="checkbox"/> valve / pipe	<input type="checkbox"/> storage tank	
<input type="checkbox"/> barge	<input type="checkbox"/> machine / equipment	<input type="checkbox"/> other: (specify)	
COMMENTS			
<div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>			
Report Completed by:		Signature:	Date:



### Additional Information & Comments



## 4.0 Contacts



### Internal - Corporate

Title	Name	Office	Home	Other
VP Forestry & Engineering	Jonathan Fane	(604) 940-3525		(604) 240-3686
Legal Advisor	Chuck Willms	(604) 631-4789	(604) 266-7003	(604) 632-4789

### Internal – On site

Location/Spill Role	Name	Office	Home	Other
<b>Eden Lake</b>				
On site Spill Coordinator	Kelly Williams	(604) 677-9475	(604) 627-1939	
Spill Cleanup Supervisor	Frank Bone	(604) 677-9475	(604) 206-1955	



Location/Spill Role	Name	Office	Home	Other
<b>Naden Harbour (Colnett Point)</b>				
On site Spill Coordinator	Kelly Williams	(604) 677-9475	(604) 627-1939	
Spill Cleanup Supervisor	Frank Bone	(604) 677-9475	(604) 206-1955	
<b>Davidson Log Sort</b>				
On site Spill Coordinator	Kelly Williams	(604) 677-9475	(604) 627-1939	On site Spill Coordinator
Spill Cleanup Supervisor	Frank Bone	(604) 677-9475	(604) 206-1955	Spill Cleanup Supervisor
<b>Peregrine Lodge</b>				
On site Spill Coordinator	Kelly Williams	(604) 677-9475	(604) 627-1939	
Spill Cleanup Supervisor	Frank Bone	(604) 677-9475	(604) 206-1955	
Alt. Spill Cleanup Supervisor	Randy Creamer	(604) 940-5867		



**External**

***Contact the Provincial Emergency Program immediately***

**Provincial Emergency Program (PEP)**

24-hour spill reporting (Victoria)

**1 (800) 663-3456****OR 1 (888) 344-5888****(PEP will contact the other agencies)****Environment Canada**

24-hour spill reporting (Vancouver)

**(604) 666-6100****Canadian Coast Guard (for spills to tidal waters)**

24-hour spill reporting (Vancouver)

**(604) 666-6011**

Supervisor, Contingency Planning

**(604) 209-6206****Protec Answering Service****(250) 286-3850****Other Government Contacts****Phone**

RCMP (Masset)

**(250) 626-3991**

Fisheries and Oceans (Queen Charlotte City)

**(250) 559-4413**

Fisheries and Oceans (Vancouver)

**1 (800) 465-4336**

BC Ministry of Environment (Smithers)

**(250) 847-7260****Airline Charter****Phone**

Inland Air (QCC)

**(250) 559-4222**

North Pacific Seaplanes

**(250) 626-3225****Helicopter Charter****Phone**

Vancouver Island Helicopters

**(250) 637-5344****Neighbouring Site****Phone**

Old Massett Band

**(250) 626-3337**

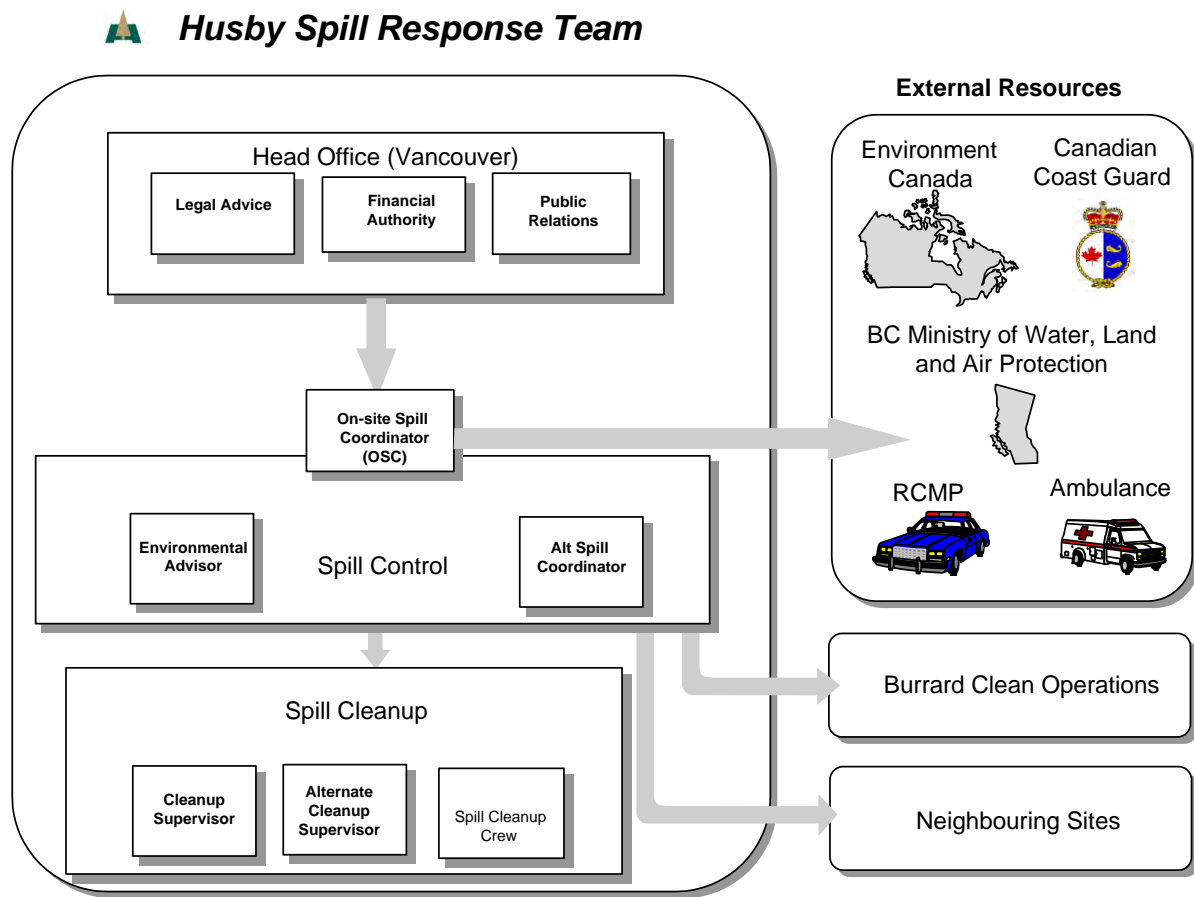
Queen Charlotte Lodge

**(250) 638-9305**

<hr/>	
<b>Marine Carriers</b>	<b>Phone</b>
North Arm Transportation Ltd.	(604) 321-9171
<hr/>	
<b>Fuel Suppliers</b>	<b>Phone</b>
Chevron	(604) 668-5300
<hr/>	
<b>Medical</b>	<b>Phone</b>
Masset Hospital.	(250) 626-4711
<hr/>	
<b>Equipment Suppliers</b>	<b>Phone</b>
Burrard Clean Operations (Burnaby) 24-hour emergency call-out.	(604) 294-9116
Aqua Guard Spill Response Inc. (North Vancouver)	(604) 980-4899
Versatech Products Inc. (Richmond)	(604) 271-7500
<hr/>	
<b>Spill Consultants</b>	<b>Phone</b>
Counterspil Research Inc. (North Vancouver)	(604) 990-6944 Alt.: (604) 925-3118



## 5.0 Duties and Responsibilities



The roles and responsibilities of personnel and organizations are described on the following pages.

Further information on the roles and responsibilities of Environment Canada and the Canadian Coast Guard are contained in Appendix B.





## Husby Personnel

### All Employees

- Assess the initial severity of spills.
- Report all spills to immediate Supervisor as soon as possible.
- Determine the source of the spill and stop or contain it, if possible.
- Participate in spill response as member of cleanup crew.

### Spill Cleanup Crew

- Conduct cleanup of spills under direction of Spill Coordinator.
- Deploy booms, sorbents and other equipment and materials as required.
- Take appropriate response measures.
- Continue cleanup as directed by Spill Coordinator until relieved.

### Immediate Supervisors

- Report all spills to the Spill Coordinator.
- Regularly monitor spill response equipment inventories.
- Assist in initial and ongoing response efforts.
- If the Spill Coordinator or On site Spill Coordinator is not available, immediately report the spill to PEP at 1-800-663-3456.
- Supervise spill cleanup crew.
- With cleanup crew, take initial actions to contain and control spill.
- Continue actions until relieved or supported by other Supervisor.
- Decide with Spill Coordinator if more equipment is needed.
- Establish site safety and security procedures and rules.
- Oversee first aid and other medical needs and services.

### On site Spill Coordinator (OSC)

- Immediately reports the spill to PEP at 1-800-663-3456 and Coast Guard at (604) 666-6011 (spills to tidal waters).
- Obtains and records the time of the spill, source of information and details on location, size, type of spill as well as any other required data.
- Oversees the cleanup operation until it is satisfactorily completed.
- With the Supervisor(s), decides if additional boom, boom sticks and other equipment are required to contain and clean up spills.
- Notifies government agencies and Husby Corporate Office of spill.
- Oversees completion and distribution of Spill Report Form.
- Oversees record-keeping (contracts, equipment rental, purchases).



**Spill Coordinator**

- Obtains information from on site Spill Coordinator re: circumstances of spill and response techniques being used.
- Ensures investigation identifies measures to prevent similar spills.
- Prepares and releases information on spills, as required.
- Liaises with media and concerned outside parties.
- Updates and distributes Contingency Plans.
- Ensures Response Team is adequately trained in spill response.
- Ensures the financial means to secure materials and equipment to cleanup a spill as required.
- Ensures insurance and other requirements are met.
- Is familiar with the Husby policy on dealing with government agencies.

**External Assistance****Fuel Supplier**

- Initiates cleanup at spill site, in the absence of Husby personnel, however caused.

**Burrard Clean Operations**

- Supplies spill response equipment, materials and/or personnel when requested to do so.

**Neighbouring Sites**

- Supply spill response equipment and materials, as required, when requested to do so.

**Government Agencies**

- See Appendix B for government roles.



## Appendix A

### Product Guides

**(For more detailed information on specific products, please also refer to Material Safety Data Sheets - MSDS.)**





## Antifreeze (Ethylene Glycol)

Page 1 of 2

Typical Physical and Chemical Properties			
<b>Appearance</b>	Colourless liquid	<b>Flash Point</b>	116°C
<b>Odour</b>	Slight; undetectable <25 ppm	<b>Pour Point</b>	-13°C
<b>Solubility</b>	Very soluble in all proportions	<b>Viscosity</b>	Not viscous (22 cSt)
<b>Vapour Density</b>	Will sink to ground levels	<b>Specific Gravity</b>	Same as water
<b>TDG Classification/UN Number</b>		3082	

## Safety Measures

### Warnings

- Vapours are heavier than air.
- Empty containers can, but are unlikely to, contain explosive vapours.
- Ingestion of significant quantities can be lethal.
- Eye contact causes irritation.
- Skin contact can cause intoxication due to absorption.
- Inhalation of vapours can cause intoxication, headache, vomiting, and unconsciousness with convulsions.

### Personal Protection

- Wear impervious, chemical-resistant clothing, gloves, footwear, and goggles when appropriate to do so; neoprene, nitrile and PVC are suitable protective materials.
- Use of breathing protection such as a cartridge respirator may be necessary but is unlikely.

### Precautions

- Eliminate ignition sources.
- Avoid contact with acids, chlorine, ozone and peroxides.

**Restrict access and work upwind of spill.**

## Response to Fires

*Consider actions only if safe!*

- Avoid confined spaces.
- Extinguish fire with CO<sub>2</sub>, dry chemical, alcohol foam or water fog. (**note:** Water or foam may cause frothing.)
- Use water to cool containers exposed to fire.



**Antifreeze (Ethylene Glycol)****Page 2 of 2****Response to Spills***Consider actions only if safe!***Containment and Recovery**

- On land, do not flush into sewer/drainage system.
- Block entry into waterways.
- Contain spill by diking with earth or other barrier.
- Recover minor spills with sorbent.
- Recover large spills with pumps or vacuum equipment.
- On water, ethylene glycol sinks and mixes.
- Contain spill by isolating contaminated water through damming or diversion, if possible.

**Storage, Transfer and Disposal**

- Store closed, labeled containers in cool, well-ventilated areas away from incompatible materials such as fertilizers and fuels.
- Segregate waste types and place in marked containers.
- Consult Environmental Technician or Head Office on transportation and disposal requirements (use approved recycling/disposal service provider).

**First Aid***Get prompt medical attention!***Eyes**

- Flush eyes immediately with fresh, warm water (not hot water) for 20 minutes while holding the eyelids open.
- Remove contact lenses, if exposed to vapours or liquid.

**Skin**

- Remove contaminated clothing.
- Wash skin thoroughly with soap and water.

**Inhalation**

- Move victim to fresh air.
- Perform CPR if victim not breathing (use Holger-Nielson method and not mouth-to-mouth method if victim inhaled or ingested the substance).
- Provide oxygen if victim is having difficulty breathing.

**Ingestion**

- Induce vomiting immediately.
- If victim is conscious, give two glasses of water and stick finger down throat.



**Diesel****Page 1 of 2**

<b>Typical Physical and Chemical Properties</b>			
<b>Appearance</b>	Clear, pale yellow or red	<b>Flash Point</b>	52°C
<b>Odour</b>	Petroleum	<b>Freezing Point</b>	-50 to -6°C
<b>Solubility</b>	Insoluble	<b>Viscosity</b>	Not viscous
<b>Vapour Density</b>	Will sink to ground levels	<b>Specific Gravity</b>	Floats on water
<b>TDG Classification/UN Number</b>		1202	

### Safety Measures

- |                            |   |
|----------------------------|---|
| <b>Warnings</b>            | <ul style="list-style-type: none"> <li>• Vapours that are heavier than air easily form at high temperatures and may persist in depressions.</li> <li>• Empty containers can contain explosive vapours.</li> <li>• Toxic gases form upon combustion.</li> <li>• Eye contact causes irritation.</li> <li>• Diesel can accumulate static electricity charges.</li> <li>• Inhalation of vapours can cause irritation of the respiratory tract, headache, vomiting and unconsciousness.</li> </ul> |
| <b>Personal Protection</b> | <ul style="list-style-type: none"> <li>• Wear impervious, chemical-resistant clothing, gloves, footwear and goggles when appropriate to do so; nitrile and Viton are suitable protective materials (do not use natural rubber, neoprene or PVC for prolonged periods).</li> <li>• If appropriate, wear full-face organic vapour cartridge respirator where oxygen is adequate.</li> </ul>   |
| <b>Precautions</b>         | <ul style="list-style-type: none"> <li>• Eliminate ignition sources.</li> <li>• Electrically ground and bond containers when transferring diesel.</li> <li>• Avoid contact with acids, chlorine, ozone and peroxides.</li> <li>• Restrict access and work upwind of spill.</li> </ul>   |

### Response to Fires

*Consider actions only if safe!*

- Avoid confined spaces.
- Shut off fuel supply.
- Extinguish fire with CO<sub>2</sub>, dry chemical, alcohol foam or water fog.
- Use water to cool containers exposed to fire.



**Diesel****Page 2 of 2****Response to Spills**

***Eliminate ignition sources! Consider actions only if safe!***

**Containment and Recovery**

- On land, block entry into waterways.
- Do not flush into sewer or drainage system.
- Contain spill by diking with earth or other barrier.
- Remove minor spills with sorbent.
- On water, use booms to contain and concentrate spill.
- Remove spill using sorbent, skimmer or vacuum truck.
- Protection booming can be considered for water intakes/marinas.

**Storage, Transfer and Disposal**

- Store closed, labeled containers in cool, well-ventilated areas away from incompatible materials such as fertilizers.
- Segregate waste types and place in clearly marked containers.
- Consult General Manager on transportation and disposal requirements (use approved recycling/disposal service provider).

**First Aid**

***Get prompt medical attention!***

- |                   |   |
|-------------------|---|
| <b>Eyes</b>       | <ul style="list-style-type: none"><li>• Flush eyes immediately with fresh, warm water (<b>not hot water</b>) for 20 minutes while holding the eyelids open.</li><li>• Remove contact lenses, if exposed to vapours or liquid.</li></ul> |
| <b>Skin</b>       | <ul style="list-style-type: none"><li>• Remove and launder contaminated clothing.</li><li>• Discard saturated leather articles.</li><li>• Wash skin thoroughly with soap and water.</li></ul>   |
| <b>Inhalation</b> | <ul style="list-style-type: none"><li>• Move victim to fresh air.</li><li>• Perform CPR if victim not breathing.</li><li>• Provide oxygen if victim is having difficulty breathing.</li></ul>   |
| <b>Ingestion</b>  | <ul style="list-style-type: none"><li>• <b>Do not</b> induce vomiting.</li><li>• If victim is conscious, give milk or water to drink.</li><li>• If victim vomits, keep head below hips to prevent aspiration.</li></ul>                 |



**Fertilizer****Page 1 of 1**

<b>Typical Physical and Chemical Properties</b>			
<b>Appearance</b>	Solid (Granular solid)	<b>Boiling Point</b>	Decomposes
<b>Odour</b>	Odourless	<b>Melting Point</b>	132.7 °C
<b>Solubility</b>	Soluble in cold water	<b>ph</b>	8
<b>Vapour Density</b>	n/a	<b>Specific Gravity</b>	Floats on water (0.72)
<b>TDG Classification/UN Number</b>		N/A	

**Safety Measures**

- |                            |  |
|----------------------------|--|
| <b>Warnings</b>            | <ul style="list-style-type: none"> <li>Slightly explosive to explosive in presence of reducing materials.</li> <li>Explosive when mixed with petroleum products.</li> </ul>  |
| <b>Personal Protection</b> | <ul style="list-style-type: none"> <li>Where skin and eye contact may occur as a result of brief periodic exposures, long sleeved clothing, coveralls, leather gloves, and safety glasses with side shields.</li> <li>In case of large release, wear a NIOSH approved dust respirator if engineering, work practice or other control measures are not adequate to prevent overexposure.</li> </ul> |
| <b>Precautions</b>         | <ul style="list-style-type: none"> <li>If user operations generate dust, fume or mist, use ventilation to keep exposure to airborne contaminants below exposure limit.</li> <li>Store in dry, cool and well-ventilated area.</li> <li>Do not blend or store in contact with ammonium nitrate.</li> </ul>   |

**Response to Fires*****Consider action only if safe!***

- Undergoes thermal decomposition at elevated temperatures to release toxic and combustible gases (ammonia, carbon dioxide, and oxides of nitrogen). Fire Fighters should wear Self contained breathing apparatus.

**First Aid**

- |                   |   |
|-------------------|---|
| <b>Eyes</b>       | <ul style="list-style-type: none"> <li>Immediately flush with fresh water for 15 minutes while holding eyelids open.</li> </ul>   |
| <b>Skin</b>       | <ul style="list-style-type: none"> <li>Wash skin with soap and water. Wash contaminated clothing.</li> </ul>  |
| <b>Inhalation</b> | <ul style="list-style-type: none"> <li>Seek medical attention if irritation persists.</li> </ul>  |
| <b>Ingestion</b>  | <ul style="list-style-type: none"> <li>Induce vomiting.</li> <li>If victim is conscious, give milk or water to drink.</li> <li>If victim vomits, keep head below hips to prevent aspiration.</li> </ul> |





**Gasoline****Page 1 of 2**

<b>Typical Physical and Chemical Properties</b>			
<b>Appearance</b>	Colourless liquid (can be dyed)	<b>Flash Point</b>	-40 to -50°C
<b>Odour</b>	Gasoline/petroleum	<b>Freezing Point</b>	-60°C
<b>Solubility</b>	Insoluble	<b>Viscosity</b>	Not viscous
<b>Vapour Density</b>	Will sink to ground levels	<b>Specific Gravity</b>	Floats on water
<b>TDG Classification/UN Number</b>		1203	

### Safety Measures

- |                            |  |
|----------------------------|--|
| <b>Warnings</b>            | <ul style="list-style-type: none"> <li>• Vapours instantaneously form that are heavier than air.</li> <li>• Empty containers can contain explosive vapours.</li> <li>• Vapours can travel to distant sources of ignition and flash back.</li> <li>• Eye contact causes irritation.</li> <li>• Gasoline can accumulate static electricity charges.</li> <li>• Inhalation of vapours can cause irritation of the respiratory tract, headache, vomiting and unconsciousness.</li> </ul> |
| <b>Personal Protection</b> | <ul style="list-style-type: none"> <li>• Wear impervious, chemical-resistant clothing, gloves, footwear and goggles when appropriate to do so; nitrile and Viton are suitable materials (do not use natural rubber, neoprene or PVC).</li> <li>• If appropriate, wear full-face organic vapour cartridge respirator where oxygen is adequate.</li> </ul>   |
| <b>Precautions</b>         | <ul style="list-style-type: none"> <li>• Monitor for explosive atmosphere.</li> <li>• Avoid contact with acids, chlorine, ozone and peroxides.</li> <li>• Eliminate ignition sources.</li> <li>• Electrically ground and bond containers, where appropriate when transferring fuel.</li> <li>• Restrict access and work upwind of spill.</li> </ul>  |

### Response to Fires

*Consider action only if safe!*

- Avoid confined spaces.
- Shut off fuel supply.
- Extinguish fire with CO<sub>2</sub>, dry chemical, alcohol foam or water fog.
- Use water to cool containers exposed to fire.



**Gasoline****Page 2 of 2****Response to Spills**

***Eliminate ignition sources! Consider actions only if safe!***

**Containment and Recovery**

- On land, block entry into waterways.
- Do not flush into sewer or drainage system.
- Contain spill by diking with earth or other barrier.
- Recover minor spills with sorbent.
- On water, do not attempt to contain or remove spills.
- Disperse with water spray.
- Protection booming can be considered for water intakes/marinas.

**Storage, Transfer and Disposal**

- Store closed, labeled containers in cool, well-ventilated areas away from incompatible materials such as fertilizers and fuels.
- Segregate waste types and place in marked containers.
- Consult General Manager on transportation and disposal requirements (use approved recycling/disposal service provider).

**First Aid**

***Get prompt medical attention!***

- |                   |   |
|-------------------|---|
| <b>Eyes</b>       | <ul style="list-style-type: none"><li>• Flush eyes immediately with fresh, warm water (<b>not hot water</b>) for 20 minutes while holding the eyelids open.</li></ul>   |
| <b>Skin</b>       | <ul style="list-style-type: none"><li>• Remove contact lenses, if exposed to vapours or liquid.</li></ul>   |
| <b>Inhalation</b> | <ul style="list-style-type: none"><li>• Remove and launder contaminated clothing.</li><li>• Discard saturated leather articles.</li><li>• Wash skin thoroughly with soap and water.</li></ul>                           |
| <b>Ingestion</b>  | <ul style="list-style-type: none"><li>• Move victim to fresh air.</li><li>• Perform CPR if victim not breathing.</li><li>• Provide oxygen if victim is having difficulty breathing.</li></ul>                           |
|                   | <ul style="list-style-type: none"><li>• <b>Do not</b> induce vomiting.</li><li>• If victim is conscious, give milk or water to drink.</li><li>• If victim vomits, keep head below hips to prevent aspiration.</li></ul> |





## Hydraulic Oil

Page 1 of 2

Typical Physical and Chemical Properties			
<b>Appearance</b>	Straw-yellow liquid	<b>Flash Point</b>	215°C
<b>Odour</b>	Petroleum	<b>Pour Point</b>	-25°C
<b>Solubility</b>	Generally insoluble	<b>Viscosity</b>	Medium (265 cSt @ 15°C)
<b>Vapour Density</b>	Few vapours emitted	<b>Specific Gravity</b>	Floats on water (0.88)
<b>TDG Classification/UN Number</b>		N/A	

## Safety Measures

- |                            |  |
|----------------------------|--|
| <b>Warnings</b>            | <ul style="list-style-type: none"> <li>• Vapours are heavier than air and may persist in depressions.</li> <li>• Toxic gas can form in fire and at high temperatures.</li> <li>• CO, CO<sub>2</sub> and dense smoke are produced upon combustion.</li> <li>• Material can accumulate static charges.</li> <li>• Oil mist or vapour from hot oil can cause irritation of the eyes, nose, throat and lungs.</li> </ul> |
| <b>Personal Protection</b> | <ul style="list-style-type: none"> <li>• Wear impervious, chemical-resistant clothing, gloves, footwear and goggles when appropriate to do so; nitrile, neoprene and Viton are suitable materials (<b>do not</b> use natural rubber or PVC).</li> <li>• If appropriate, wear full-face organic vapour cartridge respirator where oxygen is adequate.</li> </ul>  |
| <b>Precautions</b>         | <ul style="list-style-type: none"> <li>• Avoid excessive heat, which can cause formation of vapours.</li> <li>• Avoid contact with acids, chlorine, ozone and peroxides.</li> <li>• Eliminate ignition sources.</li> <li>• Restrict access and work upwind of spill.</li> </ul>  |

## Response to Fires

### *Consider action only if safe!*

- Wear eye protection when responding to hydraulic oil fires.
- Avoid confined spaces.
- Shut off fuel supply.
- Extinguish fire with CO<sub>2</sub>, dry chemical, alcohol foam or water fog. (note: Water or foam may cause frothing.)
- Use water to cool containers exposed to fire.





## Hydraulic Oil

Page 2 of 2

### Response to Spills

***Eliminate ignition sources! Consider actions only if safe!***

#### **Containment and Recovery**

- **On land**, block entry into waterways.
- Do not flush into sewer or drainage system.
- Contain spill by diking with earth or other barrier.
- Recover minor spills with sorbent.
- **On water**, use booms to contain and concentrate spill.
- Recover spill using sorbent, skimmer or vacuum truck.
- Protection booming can be considered for water intakes/marinas.

#### **Storage, Transfer and Disposal**

- Store closed, labeled containers in cool, well-ventilated areas away from incompatible materials such as fertilizers and fuels.
- Segregate waste types and place in clearly marked containers.
- Consult General Manager on transportation and disposal requirements (use approved recycling/disposal service provider).

### First Aid

***Get prompt medical attention!***

- |                   |  |
|-------------------|--|
| <b>Eyes</b>       | <ul style="list-style-type: none"> <li>• Flush eyes immediately with fresh, warm water (<b>not hot water</b>) for 20 minutes while holding the eyelids open.</li> </ul>  |
| <b>Skin</b>       | <ul style="list-style-type: none"> <li>• Remove contact lenses, if exposed to vapours or liquid.</li> <li>• Remove and launder contaminated clothing.</li> <li>• Discard saturated leather articles.</li> <li>• Wash skin thoroughly with soap and water.</li> </ul> |
| <b>Inhalation</b> | <ul style="list-style-type: none"> <li>• Move victim to fresh air.</li> <li>• Perform CPR if victim not breathing.</li> <li>• Provide oxygen if victim is having difficulty breathing.</li> </ul>  |
| <b>Ingestion</b>  | <ul style="list-style-type: none"> <li>• <b>Do not</b> induce vomiting.</li> <li>• If victim is conscious, give milk or water to drink.</li> <li>• If victim vomits, keep head below hips to prevent aspiration.</li> </ul>  |





## Jet A

Page 1 of 2

Typical Physical and Chemical Properties			
<b>Appearance</b>	Pale yellow	<b>Flash Point</b>	38°C
<b>Odour</b>	Petroleum	<b>Freezing Point</b>	-40°C
<b>Solubility</b>	Insoluble	<b>Viscosity</b>	Not viscous
<b>Vapour Density</b>	Will sink to ground levels	<b>Specific Gravity</b>	Floats on water
<b>TDG Classification/UN Number</b>		1863 (Bulk only)	

### Safety Measures

- |                            |  |
|----------------------------|--|
| <b>Warnings</b>            | <ul style="list-style-type: none"> <li>• Vapours that are heavier than air easily form at high temperatures and may persist in depressions.</li> <li>• Empty containers can contain explosive vapours.</li> <li>• Toxic gases form upon combustion.</li> <li>• Eye contact causes irritation.</li> <li>• Jet A can accumulate static electricity charges when stored.</li> <li>• Inhalation of vapours can cause irritation of the respiratory tract, headache, vomiting and unconsciousness.</li> </ul> |
| <b>Personal Protection</b> | <ul style="list-style-type: none"> <li>• Wear impervious, chemical-resistant clothing, gloves, footwear and goggles when appropriate to do so; nitrile and Viton are suitable protective materials (<b>do not</b> use natural rubber, neoprene or PVC for prolonged periods).</li> <li>• If appropriate, wear full-face organic vapour cartridge respirator where oxygen is adequate.</li> </ul>   |
| <b>Precautions</b>         | <ul style="list-style-type: none"> <li>• Eliminate ignition sources.</li> <li>• Electrically ground and bond containers, where appropriate when transferring fuel.</li> <li>• Avoid contact with acids, chlorine, ozone and peroxides.</li> <li>• Restrict access and work upwind of spill.</li> </ul>   |

### Response to Fires

***Consider actions only if safe!***

- Avoid confined spaces.
- Shut off fuel supply.
- Extinguish fire with CO<sub>2</sub>, dry chemical, alcohol foam or water fog.
- Use water to cool containers exposed to fire.





## Jet A

Page 2 of 2

## Response to Spills

***Eliminate ignition sources! Consider actions only if safe!***

### Containment and Removal

- **On land**, block entry into waterways.
- Do not flush into sewer or drainage system.
- Contain spill by diking with earth or other barrier.
- Remove minor spills with sorbent.
- **On water**, use booms to contain and concentrate spill.
- Remove spill using sorbent, skimmer or vacuum truck.
- Protection booming can be considered for water intakes/marinas.

### Storage, Transfer and Disposal

- Store closed, labeled containers in cool, well-ventilated areas away from incompatible materials such as fertilizers and fuels.
- Segregate waste types and place in clearly marked containers.
- Consult General Manager on transportation and disposal requirements (use approved recycling/disposal service provider).

## First Aid

***Get prompt medical attention!***

- |                   |  |
|-------------------|--|
| <b>Eyes</b>       | <ul style="list-style-type: none"> <li>• Flush eyes immediately with fresh, warm water (<b>not hot water</b>) for 20 minutes while holding the eyelids open.</li> </ul>  |
| <b>Skin</b>       | <ul style="list-style-type: none"> <li>• Remove contact lenses, if exposed to vapours or liquid.</li> <li>• Remove and launder contaminated clothing.</li> <li>• Discard saturated leather articles.</li> <li>• Wash skin thoroughly with soap and water.</li> </ul> |
| <b>Inhalation</b> | <ul style="list-style-type: none"> <li>• Move victim to fresh air.</li> <li>• Perform CPR if victim is not breathing.</li> <li>• Provide oxygen if victim is having difficulty breathing.</li> </ul>   |
| <b>Ingestion</b>  | <ul style="list-style-type: none"> <li>• <b>Do not</b> induce vomiting.</li> <li>• If victim is conscious, give milk or water to drink.</li> <li>• If victim vomits, keep head below hips to prevent aspiration.</li> </ul>  |





## Jet B

Page 1 of 2

Typical Physical and Chemical Properties			
<b>Appearance</b>	Colourless liquid (can be dyed)	<b>Flash Point</b>	-40 to -50°C
<b>Odour</b>	Petroleum	<b>Freezing Point</b>	-60°C
<b>Solubility</b>	Insoluble	<b>Viscosity</b>	Not viscous
<b>Vapour Density</b>	Will sink to ground levels	<b>Specific Gravity</b>	Floats on water
<b>TDG Classification/UN Number</b>		1863	

## Safety Measures

## Warnings

- Vapours instantaneously form that are heavier than air and may persist in depressions.
- Empty containers can contain explosive vapours.
- Vapours can travel to distant sources of ignition and flash back.
- Eye contact causes irritation.
- Jet B can accumulate static electricity charges.
- Inhalation of vapours can cause irritation of the respiratory tract, headache, vomiting and unconsciousness.

## Personal Protection

- Wear impervious, chemical-resistant clothing, gloves, footwear and goggles when appropriate to do so; nitrile and Viton are suitable materials (**do not** use natural rubber, neoprene or PVC).
- If appropriate, wear full-face organic vapour cartridge respirator where oxygen is adequate.

## Precautions

- Monitor for explosive atmosphere.
- Avoid contact with acids, chlorine, ozone and peroxides.
- Eliminate ignition sources.
- Electrically ground and bond containers, where appropriate when transferring fuel.
- Restrict access and work upwind of spill.

## Response to Fires

*Consider action only if safe!*

- Avoid confined spaces.
- Shut off fuel supply.
- Extinguish fire with CO<sub>2</sub>, dry chemical, alcohol foam or water fog.
- Use water to cool containers exposed to fire.





## Jet B

Page 2 of 2

## Response to Spills

***Eliminate ignition sources! Consider actions only if safe!***

### Containment and Recovery

- **On land**, block entry into waterways.
- Do not flush into sewer or drainage system.
- Contain spill by diking with earth or other barrier.
- Recover minor spills with sorbent.
- **On water**, do not attempt to contain or remove spills.
- Disperse with water spray.
- Protection booming can be considered for water intakes/marinas.

### Storage, Transfer and Disposal

- Store closed, labeled containers in cool, well-ventilated areas away from incompatible materials such as fertilizers and fuels.
- Segregate waste types and place in clearly marked containers.
- Consult General Manager on transportation and disposal requirements (use approved recycling/disposal service provider).

## First Aid

***Get prompt medical attention!***

- |                   |   |
|-------------------|---|
| <b>Eyes</b>       | <ul style="list-style-type: none"><li>• Flush eyes immediately with fresh, warm water (<b>not hot water</b>) for 20 minutes while holding the eyelids open.</li></ul>   |
| <b>Skin</b>       | <ul style="list-style-type: none"><li>• Remove contact lenses, if exposed to vapours or liquid.</li><li>• Remove and launder contaminated clothing.</li><li>• Discard saturated leather articles.</li><li>• Wash skin thoroughly with soap and water.</li></ul> |
| <b>Inhalation</b> | <ul style="list-style-type: none"><li>• Move victim to fresh air.</li><li>• Perform CPR if victim not breathing.</li><li>• Provide oxygen if victim is having difficulty breathing.</li></ul>   |
| <b>Ingestion</b>  | <ul style="list-style-type: none"><li>• <b>Do not</b> induce vomiting.</li><li>• If victim is conscious, give milk or water to drink.</li><li>• If victim vomits, keep head below hips to prevent aspiration.</li></ul>   |







## Lube Oil

Page 1 of 2

Typical Physical and Chemical Properties			
<b>Appearance</b>	Amber liquid	<b>Flash Point</b>	190 to 220°C
<b>Odour</b>	Petroleum	<b>Pour Point</b>	-37°C
<b>Solubility</b>	Generally insoluble	<b>Viscosity</b>	Medium (255 cSt @ 15°C)
<b>Vapour Density</b>	Few vapours emitted	<b>Specific Gravity</b>	Floats on water (0.89)
<b>TDG Classification/UN Number</b>		N/A	

## Safety Measures

- |                            |   |
|----------------------------|---|
| <b>Warnings</b>            | <ul style="list-style-type: none"> <li>• Vapours are heavier than air and may persist in depressions.</li> <li>• Toxic gas can form in fire and at high temperatures.</li> <li>• CO, CO<sub>2</sub> and dense smoke are produced upon combustion.</li> <li>• Material can accumulate static charges.</li> <li>• Hot oil vapours can irritate the eyes, nose, throat and lungs.</li> </ul> |
| <b>Personal Protection</b> | <ul style="list-style-type: none"> <li>• Wear chemical-resistant clothing, gloves, footwear and goggles when appropriate to do so; nitrile and Viton are suitable materials (<b>do not</b> use natural rubber, neoprene or PVC).</li> <li>• If appropriate, wear full-face organic vapour cartridge respirator where oxygen is adequate.</li> </ul>                                       |
| <b>Precautions</b>         | <ul style="list-style-type: none"> <li>• Avoid excessive heat, which can cause formation of vapours.</li> <li>• Avoid contact with acids, chlorine, ozone and peroxides.</li> <li>• Eliminate ignition sources.</li> <li>• Restrict access and work upwind of spill.</li> </ul>   |

## Response to Fires

*Consider action only if safe!*

- Wear eye protection when responding to lube oil fires.
- Avoid confined spaces.
- Shut off fuel supply.
- Extinguish fire with CO<sub>2</sub>, dry chemical, alcohol foam or water fog. (**note:** Water or foam may cause frothing.)
- Use water to cool containers exposed to fire.





## Lube Oil

Page 2 of 2

### Response to Spills

***Eliminate ignition sources! Consider actions only if safe!***

#### Containment and Recovery

- **On land**, block entry into waterways.
- Do not flush into sewer or drainage system.
- Contain spill by diking with earth or other barrier.
- Recover minor spills with sorbent.
- **On water**, use booms to contain and concentrate spill.
- Recover spill using sorbent, skimmer or vacuum truck.
- Protection booming can be considered for water intakes/marinas.

#### Storage, Transfer and Disposal

- Store closed, labeled containers in cool, well-ventilated areas away from incompatible materials such as fertilizers and fuels.
- Segregate waste types and place in clearly marked containers.
- Consult General Manager on transportation and disposal requirements (use approved recycling/disposal service provider).

### First Aid

***Get prompt medical attention!***

- |                   |  |
|-------------------|--|
| <b>Eyes</b>       | <ul style="list-style-type: none"> <li>• Flush eyes immediately with fresh, warm water (<b>not hot water</b>) for 20 minutes while holding the eyelids open.</li> <li>• Remove contact lenses, if exposed to vapours or liquid.</li> </ul> |
| <b>Skin</b>       | <ul style="list-style-type: none"> <li>• Remove and launder contaminated clothing.</li> <li>• Discard saturated leather articles.</li> <li>• Wash skin thoroughly with soap and water.</li> </ul>  |
| <b>Inhalation</b> | <ul style="list-style-type: none"> <li>• Move victim to fresh air.</li> <li>• Perform CPR if victim not breathing.</li> <li>• Provide oxygen if victim is having difficulty breathing.</li> </ul>  |
| <b>Ingestion</b>  | <ul style="list-style-type: none"> <li>• <b>Do not</b> induce vomiting.</li> <li>• If victim is conscious, give milk or water to drink.</li> <li>• If victim vomits, keep head below hips to prevent aspiration.</li> </ul>                |





## Pesticides and Herbicides

Page 1 of 2

Typical Physical and Chemical Properties			
<b>Appearance</b>	Various	<b>Flash Point</b>	93°C
<b>Odour</b>	Odourless to slight	<b>Pour Point</b>	0°C
<b>Solubility</b>	Soluble in all proportions	<b>Viscosity</b>	Moderate
<b>Vapour Density</b>	Will sink to ground levels	<b>Specific Gravity</b>	Sinks in water (1.17)
<b>TDG Classification/UN Number</b>		N/A	

## Safety Measures

- Warnings**
- Vapours are heavier than air.
  - Empty containers may contain toxic vapours.
  - Ingestion of significant quantities can be lethal.
  - Eye contact causes irritation.
  - Skin contact can cause toxic effects due to absorption.
  - Inhaling vapours can cause respiratory irritation, intoxication, headache, vomiting, unconsciousness with convulsions, and death.
- Personal Protection**
- Wear impervious, chemical-resistant clothing, gloves, footwear, and goggles when appropriate to do so; neoprene, nitrile and PVC are suitable protective materials.
  - An organic vapour cartridge respirator may be needed in confined spaces but is not required for routine use and handling.
- Precautions**
- Eliminate ignition sources.
  - Avoid contact with caustic, acids, chlorine, ozone and peroxides.
  - Do not mix, store or apply in galvanized or unlined steel containers or spray tanks. Stainless steel is acceptable.
  - Restrict access and work upwind of spill.

## Response to Fires

*Consider action only if safe!*

- Avoid confined spaces.
- Extinguish fire with CO<sub>2</sub>, dry chemical, alcohol foam or water fog. (Water or foam mixed with herbicide may cause frothing.)
- Use water to cool containers exposed to fire.





## Pesticides and Herbicides

Page 2 of 2

### Response to Spills

*Consider actions only if safe!*

#### Containment and Recovery

- **On land**, block entry into waterways.
- Do not flush into sewer or drainage system.
- Contain spill by diking with earth or other barrier.
- Recover minor spills with sorbent.
- Neutralize any remaining residue with lime.
- **On water**, many pesticides sink and mix; contain spill by isolating contaminated water through damming or diversion.

#### Storage, Transfer and Disposal

- Store closed, labeled containers in cool, well-ventilated areas away from incompatible materials such as fertilizers and fuels.
- Segregate waste types and place in clearly marked containers.
- Consult General Manager on transportation and disposal requirements (use approved recycling/disposal service provider).

### First Aid

*Get prompt medical attention!*

#### Eyes

- Flush eyes immediately with fresh, warm water (**not hot water**) for 20 minutes while holding the eyelids open.
- Remove contact lenses, if exposed to vapours or liquid.

#### Skin

- Remove contaminated clothing.
- Wash skin thoroughly with soap and water.

#### Inhalation

- Move victim to fresh air.
- Perform CPR if victim not breathing.
- Provide oxygen if victim is having difficulty breathing.

#### Ingestion

- **Do not** induce vomiting.
- If victim vomits, keep head below hips to prevent aspiration.




**Solvent (*Naphtha Mineral Spirit and Petroleum Ether*)**
**Page 1 of 2**

Typical Physical and Chemical Properties			
<b>Appearance</b>	Clear liquid	<b>Flash Point</b>	Spirit: 41 to 138°C Ether: -49 to -18°C
<b>Odour</b>	Hydrocarbon/aromatic	<b>Pour Point</b>	Spirit: -69°C
<b>Solubility</b>	Insoluble @ 20°C	<b>Viscosity</b>	Similar to water
<b>Vapour Density</b>	Will sink to ground levels	<b>Specific Gravity</b>	Lighter than water
<b>TDG Classification/UN Number</b>		1256	

### Safety Measures

- |                            |  |
|----------------------------|--|
| <b>Warnings</b>            | <ul style="list-style-type: none"> <li>• Vapours are heavier than air. Ether vapours can be <b>extremely flammable</b> and <b>explosive</b> even in low concentrations.</li> <li>• Empty solvent containers may contain explosive vapours.</li> <li>• CO, CO<sub>2</sub> and unspecified compounds form upon combustion.</li> <li>• Material may accumulate static electricity.</li> <li>• Eye contact causes irritation.</li> <li>• Inhaling vapours can cause respiratory irritation, headache, vomiting, unconsciousness with convulsions, and chemical pneumonitis.</li> </ul> |
| <b>Personal Protection</b> | <ul style="list-style-type: none"> <li>• Wear chemical-resistant clothing, gloves, footwear, and goggles when appropriate to do so; neoprene, nitrile and PVC are suitable protective materials.</li> <li>• Cartridge respirator may be required.</li> </ul>   |
| <b>Precautions</b>         | <ul style="list-style-type: none"> <li>• Monitor for explosive atmosphere.</li> <li>• Avoid contact with acids, chlorine, ozone and peroxides.</li> <li>• Eliminate ignition sources. Electrically ground/bond transfers.</li> <li>• Restrict access and work upwind of spill.</li> </ul>  |

### Response to Fires

*Consider action only if safe!*

- Avoid confined spaces.
- Extinguish fire with CO<sub>2</sub>, dry chemical, alcohol foam or water fog.
- Use water to cool containers exposed to fire.



**Solvent (Naphtha Mineral Spirit and Petroleum Ether)    Page 2 of 2****Response to Spills**

***Eliminate ignition sources! Consider actions only if safe!***

**Containment and Recovery**

- **On land**, block entry into waterways.
- Do not flush into sewer or drainage system.
- Contain spill by diking with earth or other barrier.
- Recover minor spills with sorbent.
- **On water**, do not try to contain or remove petroleum ether spills.
- Use booms to contain and concentrate spills of mineral spirits.
- Recover mineral spills using sorbent, skimmer or vacuum truck.
- Protection booming can be considered for water intakes/marinas.

**Storage, Transfer and Disposal**

- Store closed, labeled containers in cool, well-ventilated areas away from incompatible materials such as fertilizers and fuels.
- Segregate waste types and place in clearly marked containers.
- Consult General Manager on transportation and disposal requirements (use approved recycling/disposal service provider).

**First Aid**

***Get prompt medical attention!***

- |                   |   |
|-------------------|---|
| <b>Eyes</b>       | <ul style="list-style-type: none"><li>• Flush eyes immediately with fresh, warm water (<b>not hot water</b>) for 20 minutes while holding the eyelids open.</li><li>• Remove contact lenses, if exposed to vapours or liquid.</li></ul> |
| <b>Skin</b>       | <ul style="list-style-type: none"><li>• Remove contaminated clothing.</li><li>• Wash skin thoroughly with soap and water.</li></ul>   |
| <b>Inhalation</b> | <ul style="list-style-type: none"><li>• Move victim to fresh air.</li><li>• Perform CPR if victim not breathing.</li><li>• Provide oxygen if victim is having difficulty breathing.</li></ul>   |
| <b>Ingestion</b>  | <ul style="list-style-type: none"><li>• <b>Do not</b> induce vomiting.</li><li>• If victim is conscious, give milk or water to drink.</li><li>• If victim vomits, keep head below hips to prevent aspiration.</li></ul>                 |



## Appendix B

### **Government Agency Roles and Responsibilities**



## Environment Canada



### ***Regional Environmental Emergency Team (REET)***

- Identifies priority areas for protection and cleanup.
- Recommends methods of containment, control, cleanup and disposal.
- Advises on the use of dispersants.
- Provides weather forecasts, current, wind and tide information for spill tracking as well as predictive spill trajectory modelling information.
- Provides any other information required by the Spill Cleanup Supervisor (SCS) for inclusion in situation reports.
- Makes decisions which may be contrary to the advice of individual REET members, but reflects the overall consensus of REET.
- Balances environmental trade-offs to achieve the greatest net environmental benefit.

### ***Regional Environmental Emergency Co-ordinator (REEC)***

- Coordinates the environmental advice and input of the various services of Environment Canada and other government agencies, and presents the information from, and concerns of, these agencies to the SCS.
- Advises the SCS on environmentally acceptable methods of spill containment, control, cleanup and disposal.
- Oversees and coordinates the actions of the Emergency Response Team.
- Assumes responsibility for proper functioning of the Operations Centre.
- Arranges for timely and up-to-date weather forecasts and information to be provided directly to the SCS.
- Provides environmental information for inclusion in situation reports prepared by the SCS.
- Arranges for information and advice for the SCS relating to environmental parameters such as current, wind and tide, and to the predicted spread and directional movement of a spill.
- Informs the Environmental Protection (Environment Canada) Information Officer on environmental aspects of the spill and ensures dissemination of factual related information in press releases prepared by the SCS.
- Advises and informs senior regional and headquarters staff in Environment Canada as the situation dictates.





## Canadian Coast Guard



### For spills from vessel/tank transfers:

- The Canadian Coast Guard will monitor the countermeasures operations and assume command and control if, in the view of the CCG, the polluter is unknown, unable or unwilling to protect the public interest.
- In the event that the CCG assumes command and control on behalf of the federal government, the polluter remains liable for all reasonable costs incurred by the CCG, and all costs incurred by resource agencies supporting the CCG's response, subject to established limitation of liability principles.
- The CCG will implement regional alerting procedures to ensure that the appropriate agencies are notified and a determination made as to whether Coast Guard may have the lead agency status with respect to this incident.
- Where a polluter is conducting the response, and the CCG is the lead agency, the Coast Guard Regional Director would appoint a Coast Guard Federal Monitoring Officer (FMO). When, in the opinion of this official, the polluter's response is not adequate, or the public interest is not being adequately protected, the official will notify the Coast Guard Regional Director. With the concurrence of the FMO, the Regional Director will decide upon and invoke a course of action appropriate to the marine spill in accordance with the regional plan.
- When the CCG assumes command and control, the federal On-scene Commander will immediately commence an appropriate response and assume full responsibility for command and control of the operations.



## Appendix C

### **Response Equipment Inventory**



## Naden Harbour (Colnett Point)

### Spill Response Kit

Quantity	Item
3	boom boats
unspecified	boom sticks
600 feet	Versatech Containment Boom (6 sections @ 100 feet at wharf beside barge ramp)
300 feet	Aqua-Guard Liteflex Containment Boom (10/36) in container at sort
120 feet	sorbent boom (8 inch)
80 feet	sorbent boom (6 inch)
11 bales	sorbent pads (11 bales @ 100 sheets)
24	sorbent socks
33	sorbent pillows
1	roll of sorbent 50 feet x 4 feet
1	roll of sorbent 50 feet x 2 feet
4	shovels
3	pulaskis
8	rebar posts
20 pairs	nitrile gloves
unspecified	boots, rain gear, life vests
100	6.5 mm heavy duty polyethylene garbage bags
unspecified	pumps, power saws
4	gravel trucks
3	Hitachi backhoes
2	excavators
5	front-end loaders
unspecified	45 gallon drums



**Eden Lake Shop**  
**Spill Response Equipment**

Quantity	Item
26 bales	sorbent pads (26 bales @ 100 pads each)
1	sorbent pad wringer
160 feet	sorbent boom (8 inch)
2	tank trucks @ 1 000 gallons capacity each
2	tank trucks @ 2 000 gallons capacity each
unspecified	45 gallon drums
unspecified	boots, rain gear, life vests
1	Bell 206 Jet Ranger helicopter



**Tartu Inlet**  
**Spill Response Equipment**

Quantity	Item
	Tartu inlet is inactive. Camp and shop facilities have been removed.

**Peregrine Lodge**  
**Spill Response Equipment**

Quantity	Item
unspecified	boots, gloves, rain gear, life vests
unspecified	45 gallon drums
unspecified	boats
1	Bell 206 Jet Ranger helicopter (sometimes located at Peregrine Lodge)



## Spill Kit Content Guidelines

<b>Level "A" Spill Response Kit</b> <b>(for Coast Guard designated operations ONLY)</b>		
Quantity	Description	
4	coveralls (Tyvek or Saranex)	2-XL and 2-XXL
4 pairs	chemical goggles - A/O (fit eyeglasses)	
4 pairs	PVC gloves	
1	fire extinguisher	
2	safety triangles	
4	life jackets	
4	high visibility vests*	
150 feet	inshore boom	18"
2	boom anchoring assemblies	
3 bales	sorbent booms	10' x 8"
40 feet	sorbent socks	10' x 3"
10 bales	sorbent pads (100 pads per bale)	18" x 18" x 3/8"
150 feet	sorbent roll	3' x 3/8"
1	Plug N' Dyke	
2 lbs.	nails/staples	2"
1 set	tools (wire cutters, pliers, hammer, utility knife)	
1	sledge hammer	6 lbs
12	Stakes	
100 bags	heavy duty oil spill disposal bags	
2	poly tarps	18' x 20'
2	round nose shovels and rakes	
200 feet	Polypropylene rope	1/4"
2	hand cleaner	
1 box	Rags	
10 lengths	harbour boom	50' x 24"



<b>Level "B" Spill Response Kit</b> <b>(for non-designated operations on water)</b>		
<b>Quantity</b>	<b>Item</b>	
8 lengths	810 sorbent booms	10' x 8"
2 bales	E100 sorbent	
12 bales	E348P sorbent socks (12 per bale)	3" x 4'
1 roll	chicken wire*	
12	Stakes	
1	sledge hammer	6 lbs
1 set	tools (wire cutters, pliers, hammer, utility knife)	
1 pair	coveralls (Tyvek or Saranex)	1-XL
20	heavy duty oil spill disposal bags	
2 pairs	chemical goggles - A/O (fit eyeglasses)	
2 pairs	PVC gloves	
2	"No Smoking" signs	
1 roll	"Caution Do Not Enter" tape	
2	safety triangles	
2	life vests	
2	poly tarps	18' x 20' (Min. size)
2	hand cleaner	
1	Plug N' Dike	
1	rake	
1	round nose shovel	
200 feet	Polypropylene rope	1/4"
1 box	Rags	
2 lbs	Staples	



<b>Level "C" Spill Response Kit (for land-based operations)</b>		
<b>Quantity</b>	<b>Item</b>	
2 pairs	coveralls (Tyvek or Saranex)	1-XL, 1-XXL
10	E348P sorbent socks	3" x 4'
3 bales	sorbent pads (1 bale in kit, 2 to be stored)	18" x 18" x 3/8"
20	heavy duty oil spill disposal bags	
1	round nose shovel	
1 pair	chemical goggles - A/O (fit eyeglasses)	
2 pair	PVC gloves	
1	poly tarp	18' x 20'
1	Rake	
2	"No Smoking" signs	
1 roll	"Caution Do not Enter" tape	
1	hand cleaner	
200 feet	Polypropylene rope	1/4"
1 box	Rags	
1 unit	Plug N' Dike	





Level "D" Spill Response Kit**		
Quantity	Item	
20	sorbent pads	18" x 18" x 3/8"
2	sorbent socks	3" x 4'
2	heavy duty oil spill disposal bags	

\*\* - For use on Heavy Equipment and Vehicles with more than 230 Litres of Fuel/Oil. Heavy Equipment may include: Yarders, Loaders, Drills, Tank Trucks (Mobile Fuel Trucks), Pick-up trucks with "Tidy Tanks", etc.



## Appendix D

### **Storage Facilities**





## Stationary Tanks

**Operation or Facility:** Eden Lake Camp

**Description** Main camp fuelling facility (Combo Tank)

**Location Description:** Main parking lot

**Tank#** Not applicable

Contents	Volume	Purpose	Year Built
<input checked="" type="checkbox"/> Diesel	1000 gal. Jet A, 2000 gal. gas, 2000 gal. diesel	<input checked="" type="checkbox"/> Heavy Equipment	2001
<input checked="" type="checkbox"/> Gasoline	<b>Tank Configuration</b>	<input checked="" type="checkbox"/> Trucks	<b>Fuelled By</b>
<input checked="" type="checkbox"/> Jet (A/B)	<input checked="" type="checkbox"/> Aboveground <input type="checkbox"/> Underground	<input type="checkbox"/> Buildings/Facilities	Tank Truck
<input type="checkbox"/> Waste Oil	<b>Piping Configuration</b>	<input type="checkbox"/> Other	
<input type="checkbox"/> Other: _____	<input checked="" type="checkbox"/> Aboveground <input type="checkbox"/> Underground		

Tank Description	Fuelling Description
<input type="checkbox"/> Single-walled <input checked="" type="checkbox"/> Double-walled <input checked="" type="checkbox"/> Fire extinguisher <input type="checkbox"/> Secondary containment <input type="checkbox"/> Roof <input checked="" type="checkbox"/> Collision protection <input checked="" type="checkbox"/> Spill kit <input checked="" type="checkbox"/> Signage & labelling <input type="checkbox"/> Locking valves <input type="checkbox"/> Overfill protection <input checked="" type="checkbox"/> Painted	<input type="checkbox"/> Inventory records <input checked="" type="checkbox"/> Visually inspected <input type="checkbox"/> Adequate lighting <input type="checkbox"/> Secured area <input checked="" type="checkbox"/> Fuel pump <input type="checkbox"/> Gravity feed

**Proximity to Water:**    **500 metres to Eden Lake. Creek 50 metres away.**

**Comments**

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## Stationary Tanks

**Operation or Facility:** Eden Lake Camp  
**Description** Stove Oil Tanks (X8)  
**Location Description:** Bunkhouses and cookhouse  
**Tank#** Not applicable

Contents	Volume	Purpose	Year Built
<input checked="" type="checkbox"/> Diesel <input type="checkbox"/> Gasoline <input type="checkbox"/> Jet (A/B) <input type="checkbox"/> Waste Oil <input type="checkbox"/> Other: Stove Oil	250 gal (each) <b>Tank Configuration</b> <input checked="" type="checkbox"/> Aboveground <input type="checkbox"/> Underground <b>Piping Configuration</b> <input checked="" type="checkbox"/> Aboveground <input type="checkbox"/> Underground	<input type="checkbox"/> Heavy Equipment <input type="checkbox"/> Trucks <input checked="" type="checkbox"/> Buildings/Facilities <input type="checkbox"/> Other	n/a <b>Fuelled By</b> Tank Truck

Tank Description	Fuelling Description
<input checked="" type="checkbox"/> Single-walled <input type="checkbox"/> Double-walled <input type="checkbox"/> Fire extinguisher <input type="checkbox"/> Secondary containment <input type="checkbox"/> Roof <input type="checkbox"/> Collision protection <input type="checkbox"/> Spill kit <input checked="" type="checkbox"/> Signage & labelling <input type="checkbox"/> Locking valves <input type="checkbox"/> Overfill protection <input checked="" type="checkbox"/> Painted	<input type="checkbox"/> Inventory records <input checked="" type="checkbox"/> Visually inspected <input type="checkbox"/> Adequate lighting <input type="checkbox"/> Secured area <input type="checkbox"/> Fuel pump <input type="checkbox"/> Gravity feed

**Proximity to Water:** 700 metres to Eden Lake. Creeks within 150 metres.

### Comments

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## Stationary Tanks

**Operation or Facility:** Eden Lake Shop  
**Description** Generator Diesel Tank  
**Location Description:** Beside generator  
**Tank#** Not applicable

Contents	Volume	Purpose	Year Built
<input checked="" type="checkbox"/> Diesel	10000 gal	<input type="checkbox"/> Heavy Equipment	n/a
<input type="checkbox"/> Gasoline	<b>Tank Configuration</b>	<input type="checkbox"/> Trucks	<b>Fuelled By</b>
<input type="checkbox"/> Jet (A/B)	<input checked="" type="checkbox"/> Aboveground <input type="checkbox"/> Underground	<input type="checkbox"/> Buildings/Facilities	Tank Truck
<input type="checkbox"/> Waste Oil	<b>Piping Configuration</b>	<input checked="" type="checkbox"/> Other: Generator	
<input type="checkbox"/> Other: _____	<input checked="" type="checkbox"/> Aboveground <input type="checkbox"/> Underground		

Tank Description	Fuelling Description
<input checked="" type="checkbox"/> Single-walled	<input type="checkbox"/> Inventory records
<input type="checkbox"/> Fire extinguisher	<input checked="" type="checkbox"/> Visually inspected
<input type="checkbox"/> Roof	<input type="checkbox"/> Adequate lighting
<input type="checkbox"/> Spill kit	<input type="checkbox"/> Secured area
<input type="checkbox"/> Locking valves	<input type="checkbox"/> Fuel pump
<input type="checkbox"/> Painted	<input type="checkbox"/> Gravity feed

**Proximity to Water:** 900 metres to Eden Lake. Creek within 200 metres.

### Comments

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## Stationary Tanks

**Operation or Facility:** Eden Lake Shop

**Description** Waste Oil Tank

**Location Description:** Beside shop

**Tank#** Not applicable

**Contents**

- ☐ Diesel  
☐ Gasoline  
☐ Jet (A/B)  
☒ Waste Oil  
☐ Other: \_\_\_\_\_

**Volume**

300 gal

**Tank Configuration**

☒ Aboveground ☐ Underground

**Piping Configuration**

☒ Aboveground ☐ Underground

**Purpose**

- ☒ Heavy Equipment  
☒ Trucks  
☐ Buildings/Facilities  
☐ Other

**Year Built**

n/a

**Fuelled By**

Hand

**Tank Description**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Single-walled | <input type="checkbox"/> Double-walled                  |
| <input type="checkbox"/> Fire extinguisher        | <input type="checkbox"/> Secondary containment          |
| <input type="checkbox"/> Roof                     | <input type="checkbox"/> Collision protection           |
| <input type="checkbox"/> Spill kit                | <input checked="" type="checkbox"/> Signage & labelling |
| <input type="checkbox"/> Locking valves           | <input checked="" type="checkbox"/> Overfill protection |
| <input checked="" type="checkbox"/> Painted       |   |

**Fuelling Description**

- ☐ Inventory records  
☒ Visually inspected  
☐ Adequate lighting  
☐ Secured area  
☐ Fuel pump  
☐ Gravity feed

**Proximity to Water:** 900 metres to Eden Lake. Creek within 200 metres.

**Comments**


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## Stationary Tanks

**Operation or Facility:** Eden Lake Shop

**Description** Incinerator Diesel Tank

**Location Description:** Beside incinerators

**Tank#** Not applicable

Contents	Volume	Purpose	Year Built
<input checked="" type="checkbox"/> Diesel	1000 gal	<input type="checkbox"/> Heavy Equipment	n/a
<input type="checkbox"/> Gasoline	<b>Tank Configuration</b>	<input type="checkbox"/> Trucks	<b>Fuelled By</b>
<input type="checkbox"/> Jet (A/B)	<input checked="" type="checkbox"/> Aboveground <input type="checkbox"/> Underground	<input type="checkbox"/> Buildings/Facilities	Tank truck
<input type="checkbox"/> Waste Oil	<b>Piping Configuration</b>	<input checked="" type="checkbox"/> Other: Incinerators	
<input type="checkbox"/> Other: _____	<input checked="" type="checkbox"/> Aboveground <input type="checkbox"/> Underground		

Tank Description	Fuelling Description
<input checked="" type="checkbox"/> Single-walled	<input type="checkbox"/> Inventory records
<input type="checkbox"/> Fire extinguisher	<input checked="" type="checkbox"/> Visually inspected
<input type="checkbox"/> Roof	<input type="checkbox"/> Adequate lighting
<input type="checkbox"/> Spill kit	<input type="checkbox"/> Secured area
<input type="checkbox"/> Locking valves	<input type="checkbox"/> Fuel pump
<input type="checkbox"/> Painted	<input type="checkbox"/> Gravity feed

**Proximity to Water:** 900 metres to lake. 200 metres to creek.

### Comments

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## Stationary Tanks

**Operation or Facility:** Naden Harbour Dryland Sort

**Description** Diesel Fuel Tank (X3)

**Location Description:** Main road into Dryland sort

**Tank#** Not applicable

### Contents

- ☒ Diesel  
☐ Gasoline  
☐ Jet (A/B)  
☐ Waste Oil  
☐ Other: \_\_\_\_\_

### Volume

18600 gal (each)

### Tank Configuration

☒ Aboveground ☐ Underground

### Piping Configuration

☒ Aboveground ☐ Underground

### Purpose

- ☒ Heavy Equipment  
☒ Trucks  
☐ Buildings/Facilities  
☐ Other

### Year Built

2002

### Fuelled By

Barge

### Tank Description

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Single-walled     | <input type="checkbox"/> Double-walled                    |
| <input checked="" type="checkbox"/> Fire extinguisher | <input checked="" type="checkbox"/> Secondary containment |
| <input type="checkbox"/> Roof                         | <input type="checkbox"/> Collision protection             |
| <input checked="" type="checkbox"/> Spill kit         | <input checked="" type="checkbox"/> Signage & labelling   |
| <input checked="" type="checkbox"/> Locking valves    | <input type="checkbox"/> Overfill protection              |
| <input checked="" type="checkbox"/> Painted           |   |

### Fuelling Description

- ☐ Inventory records  
☒ Visually inspected  
☐ Adequate lighting  
☐ Secured area  
☒ Fuel pump  
☐ Gravity feed

**Proximity to Water:** 200 metres to ocean.

### Comments

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## Stationary Tanks

**Operation or Facility:** Naden Harbour Dryland Sort  
**Description** Generator Diesel Tank  
**Location Description:** Near main fuelling station on dryland sort  
**Tank#** Not applicable

Contents	Volume	Purpose	Year Built
<input checked="" type="checkbox"/> Diesel	1000 gal	<input type="checkbox"/> Heavy Equipment	n/a
<input type="checkbox"/> Gasoline	<b>Tank Configuration</b>	<input type="checkbox"/> Trucks	<b>Fuelled By</b>
<input type="checkbox"/> Jet (A/B)	<input checked="" type="checkbox"/> Aboveground <input type="checkbox"/> Underground	<input type="checkbox"/> Buildings/Facilities	Truck
<input type="checkbox"/> Waste Oil	<b>Piping Configuration</b>	<input checked="" type="checkbox"/> Other: Generator	
<input type="checkbox"/> Other: _____	<input checked="" type="checkbox"/> Aboveground <input type="checkbox"/> Underground		

Tank Description	Fuelling Description
<input checked="" type="checkbox"/> Single-walled	<input type="checkbox"/> Inventory records
<input type="checkbox"/> Fire extinguisher	<input checked="" type="checkbox"/> Visually inspected
<input type="checkbox"/> Roof	<input type="checkbox"/> Adequate lighting
<input checked="" type="checkbox"/> Spill kit	<input type="checkbox"/> Secured area
<input type="checkbox"/> Locking valves	<input type="checkbox"/> Fuel pump
<input type="checkbox"/> Painted	<input type="checkbox"/> Gravity feed

**Proximity to Water:** 200 metres to ocean.

### Comments

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## Stationary Tanks

**Operation or Facility:** Naden Harbour Dryland Sort

**Description** Gasoline Tank

**Location Description:** Main fuelling area entering DLS

**Tank#** Not applicable

### Contents

- ☐ Diesel  
☒ Gasoline  
☐ Jet (A/B)  
☐ Waste Oil  
☐ Other: \_\_\_\_\_

### Volume

18600 gal

### Tank Configuration

☒ Aboveground    ☐ Underground

### Piping Configuration

☒ Aboveground    ☐ Underground

### Purpose

- ☐ Heavy Equipment  
☒ Trucks  
☐ Buildings/Facilities  
☒ Other

### Year Built

2002

### Fuelled By

Tank truck

### Tank Description

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Single-walled     | <input type="checkbox"/> Double-walled                    |
| <input checked="" type="checkbox"/> Fire extinguisher | <input checked="" type="checkbox"/> Secondary containment |
| <input type="checkbox"/> Roof                         | <input checked="" type="checkbox"/> Collision protection  |
| <input checked="" type="checkbox"/> Spill kit         | <input checked="" type="checkbox"/> Signage & labelling   |
| <input checked="" type="checkbox"/> Locking valves    | <input type="checkbox"/> Overfill protection              |
| <input checked="" type="checkbox"/> Painted           |   |

### Fuelling Description

- ☐ Inventory records  
☒ Visually inspected  
☐ Adequate lighting  
☐ Secured area  
☒ Fuel pump  
☐ Gravity feed

**Proximity to Water:** 200 metres to ocean.

### Comments

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## Stationary Tanks

**Operation or Facility:** Peregrine Lodge  
**Description** Elevated Gasoline Tanks (X3)  
**Location Description:** Near boat dock  
**Tank#** Not applicable

Contents	Volume	Purpose	Year Built
<input type="checkbox"/> Diesel	Two at 1000 gal; one at 10,000 gal.	<input type="checkbox"/> Heavy Equipment	1994 for the two small; n/a for the larger.
<input checked="" type="checkbox"/> Gasoline	<b>Tank Configuration</b>	<input type="checkbox"/> Trucks	<b>Fuelled By</b>
<input type="checkbox"/> Jet (A/B)	<input checked="" type="checkbox"/> Aboveground <input type="checkbox"/> Underground	<input type="checkbox"/> Buildings/Facilities	Tank Truck
<input type="checkbox"/> Waste Oil	<b>Piping Configuration</b>	<input checked="" type="checkbox"/> Other: Boats	
<input type="checkbox"/> Other: _____	<input checked="" type="checkbox"/> Aboveground <input type="checkbox"/> Underground		

Tank Description	Fuelling Description
<input checked="" type="checkbox"/> Single-walled	<input type="checkbox"/> Inventory records
<input type="checkbox"/> Fire extinguisher	<input checked="" type="checkbox"/> Visually inspected
<input type="checkbox"/> Roof	<input type="checkbox"/> Adequate lighting
<input checked="" type="checkbox"/> Spill kit	<input type="checkbox"/> Secured area
<input type="checkbox"/> Locking valves	<input type="checkbox"/> Fuel pump
<input type="checkbox"/> Painted	<input type="checkbox"/> Gravity feed

**Proximity to Water:** 15 metres to high tide line.

**Comments**

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## Stationary Tanks

**Operation or Facility:** Peregrine Lodge  
**Description** Elevated Diesel Tank  
**Location Description:** Near boat dock  
**Tank#** Not applicable

Contents	Volume	Purpose	Year Built
<input checked="" type="checkbox"/> Diesel	1000 gal	<input type="checkbox"/> Heavy Equipment	1995
<input type="checkbox"/> Gasoline	<b>Tank Configuration</b>	<input type="checkbox"/> Trucks	<b>Fuelled By</b>
<input type="checkbox"/> Jet (A/B)	<input checked="" type="checkbox"/> Aboveground <input type="checkbox"/> Underground	<input type="checkbox"/> Buildings/Facilities	Tank Truck
<input type="checkbox"/> Waste Oil	<b>Piping Configuration</b>	<input checked="" type="checkbox"/> Other: Boats	
<input type="checkbox"/> Other: _____	<input checked="" type="checkbox"/> Aboveground <input type="checkbox"/> Underground		

Tank Description	Fuelling Description
<input checked="" type="checkbox"/> Single-walled	<input type="checkbox"/> Inventory records
<input type="checkbox"/> Fire extinguisher	<input checked="" type="checkbox"/> Visually inspected
<input type="checkbox"/> Roof	<input type="checkbox"/> Adequate lighting
<input checked="" type="checkbox"/> Spill kit	<input type="checkbox"/> Secured area
<input type="checkbox"/> Locking valves	<input type="checkbox"/> Fuel pump
<input type="checkbox"/> Painted	<input type="checkbox"/> Gravity feed

**Proximity to Water:** 15 metres to high tide line.

### Comments

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## Stationary Tanks

**Operation or Facility:** Peregrine Lodge  
**Description:** Generator Diesel Tank  
**Location Description:** Parking lot near shop/storage area  
**Tank#** Not applicable

Contents	Volume	Purpose	Year Built
<input checked="" type="checkbox"/> Diesel	10000 gal	<input type="checkbox"/> Heavy Equipment	n/a
<input type="checkbox"/> Gasoline	<b>Tank Configuration</b>	<input type="checkbox"/> Trucks	<b>Fuelled By</b>
<input type="checkbox"/> Jet (A/B)	<input checked="" type="checkbox"/> Aboveground <input type="checkbox"/> Underground	<input type="checkbox"/> Buildings/Facilities	Tank Truck
<input type="checkbox"/> Waste Oil	<b>Piping Configuration</b>	<input checked="" type="checkbox"/> Other: Generator	
<input type="checkbox"/> Other: _____	<input checked="" type="checkbox"/> Aboveground <input checked="" type="checkbox"/> Underground		

Tank Description	Fuelling Description
<input checked="" type="checkbox"/> Single-walled	<input type="checkbox"/> Inventory records
<input type="checkbox"/> Fire extinguisher	<input checked="" type="checkbox"/> Visually inspected
<input type="checkbox"/> Roof	<input type="checkbox"/> Adequate lighting
<input type="checkbox"/> Spill kit	<input type="checkbox"/> Secured area
<input type="checkbox"/> Locking valves	<input type="checkbox"/> Fuel pump
<input type="checkbox"/> Painted	<input type="checkbox"/> Gravity feed

**Proximity to Water:** 700 metres to ocean.

### Comments

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## Stationary Tanks

**Operation or Facility:** Peregrine Lodge  
**Description** Gasoline Tank  
**Location Description:** Parking lot near shop/storage area  
**Tank#** Not applicable

### Contents

- ☐ Diesel  
☒ Gasoline  
☐ Jet (A/B)  
☐ Waste Oil  
☐ Other: \_\_\_\_\_

### Volume

5000 gal

### Tank Configuration

- ☒ Aboveground ☐ Underground

### Piping Configuration

- ☒ Aboveground ☒ Underground

### Purpose

- ☐ Heavy Equipment  
☒ Trucks  
☐ Buildings/Facilities  
☐ Other:

### Year Built

n/a

### Fuelled By

Tank Truck

### Tank Description

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Single-walled | <input type="checkbox"/> Double-walled                    |
| <input type="checkbox"/> Fire extinguisher        | <input checked="" type="checkbox"/> Secondary containment |
| <input type="checkbox"/> Roof                     | <input checked="" type="checkbox"/> Collision protection  |
| <input type="checkbox"/> Spill kit                | <input checked="" type="checkbox"/> Signage & labelling   |
| <input type="checkbox"/> Locking valves           | <input type="checkbox"/> Overfill protection              |
| <input type="checkbox"/> Painted                  |   |

### Fuelling Description

- ☐ Inventory records  
☒ Visually inspected  
☐ Adequate lighting  
☐ Secured area  
☐ Fuel pump  
☐ Gravity feed

**Proximity to Water:** 700 metres to ocean.

### Comments

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## Stationary Tanks

**Operation or Facility:** Peregrine Lodge  
**Description** Incinerator Diesel Tank  
**Location Description:** Parking lot near shop/storage area  
**Tank#** Not applicable

Contents	Volume	Purpose	Year Built
<input checked="" type="checkbox"/> Diesel	2000 gal	<input type="checkbox"/> Heavy Equipment	n/a
<input type="checkbox"/> Gasoline	<b>Tank Configuration</b>	<input type="checkbox"/> Trucks	<b>Fuelled By</b>
<input type="checkbox"/> Jet (A/B)	<input checked="" type="checkbox"/> Aboveground <input type="checkbox"/> Underground	<input type="checkbox"/> Buildings/Facilities	Tank Truck
<input type="checkbox"/> Waste Oil	<b>Piping Configuration</b>	<input checked="" type="checkbox"/> Other: Incinerator	
<input type="checkbox"/> Other: _____	<input checked="" type="checkbox"/> Aboveground <input type="checkbox"/> Underground		

Tank Description	Fuelling Description
<input checked="" type="checkbox"/> Single-walled	<input type="checkbox"/> Inventory records
<input type="checkbox"/> Fire extinguisher	<input checked="" type="checkbox"/> Visually inspected
<input type="checkbox"/> Roof	<input type="checkbox"/> Adequate lighting
<input type="checkbox"/> Spill kit	<input type="checkbox"/> Secured area
<input type="checkbox"/> Locking valves	<input type="checkbox"/> Fuel pump
<input type="checkbox"/> Painted	<input type="checkbox"/> Gravity feed

**Proximity to Water:** 700 metres to ocean.

### Comments

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## Stationary Tanks

**Operation or Facility:** Collison Point

**Description** Diesel Fuel Tank (X2)

**Location Description:** Main road above Log Dump

**Tank#** Not applicable

Contents	Volume	Purpose	Years Built
<input checked="" type="checkbox"/> Diesel <input type="checkbox"/> Gasoline <input type="checkbox"/> Jet (A/B) <input type="checkbox"/> Waste Oil <input type="checkbox"/> Other: _____	45000ltrs. & 55000ltrs. <b>Tank Configuration</b> <input checked="" type="checkbox"/> Aboveground <input type="checkbox"/> Underground <b>Piping Configuration</b> <input checked="" type="checkbox"/> Aboveground <input type="checkbox"/> Underground	<input checked="" type="checkbox"/> Heavy Equipment <input checked="" type="checkbox"/> Trucks <input type="checkbox"/> Buildings/Facilities <input type="checkbox"/> Other	2011 & 2003 <b>Fuelled By</b> Barge

Tank Description	Fuelling Description
<div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <input type="checkbox"/> Single-walled  <input checked="" type="checkbox"/> Fire extinguisher  <input type="checkbox"/> Roof  <input checked="" type="checkbox"/> Spill kit  <input checked="" type="checkbox"/> Locking valves  <input checked="" type="checkbox"/> Painted         </div> <div style="width: 48%;"> <input checked="" type="checkbox"/> Double-walled  <input checked="" type="checkbox"/> Secondary containment  <input type="checkbox"/> Collision protection  <input checked="" type="checkbox"/> Signage &amp; labelling  <input type="checkbox"/> Overfill protection         </div> </div>	<input type="checkbox"/> Inventory records <input checked="" type="checkbox"/> Visually inspected <input type="checkbox"/> Adequate lighting <input type="checkbox"/> Secured area <input checked="" type="checkbox"/> Fuel pump <input type="checkbox"/> Gravity feed

**Proximity to Water:** 75 metres to ocean.

**Comments**

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## Appendix E

### **Environmental Resources**



Rivers along the BC coast and Queen Charlotte Islands can drain areas of several hundred square kilometres and form deltas which range considerably in size. The rivers, deltas and associated estuaries are ecologically important. Marshes, mudflats and protected shallow subtidal areas provide rearing sites and food for juvenile fish, including salmonids, waterfowl and invertebrates. The B.C. Ministry of Environment regards many estuaries as highly sensitive.

The accompanying checklist indicates PRIMARY environmental sensitivities which could require special consideration during spill cleanup:

Environmental Resources Checklist		
<b>Shoreline</b>		<b>Details</b>
small pocket sand beaches	<input checked="" type="checkbox"/>	Naden Harbour and Tartu Inlet both contain sensitive shoreline and intertidal areas. These intertidal zone of Tartu Creek is heavily vegetated
small wetland areas	<input checked="" type="checkbox"/>	
rocky headlands and shoreline	<input checked="" type="checkbox"/>	
gravel and cobble	<input checked="" type="checkbox"/>	
mudflats	<input checked="" type="checkbox"/>	
<b>Fish spawning and rearing areas</b>		<b>Details</b>
steelhead	<input checked="" type="checkbox"/>	Salmonids are present in the waters of the Queen Charlotte Islands at various times throughout the year. Of particular concern is the staging area for Coho and Pink Salmon and the major Chum spawning area at Tartu Creek.
cut-throat trout	<input checked="" type="checkbox"/>	
dolly varden	<input type="checkbox"/>	
rainbow trout	<input checked="" type="checkbox"/>	
salmon (five species)	<input checked="" type="checkbox"/>	
halibut	<input checked="" type="checkbox"/>	
<b>Birds</b>		<b>Details</b>
swans	<input type="checkbox"/>	Eagles and diving and dabbling ducks are common.
ducks	<input checked="" type="checkbox"/>	
raptors (eagles, hawks, owls)	<input checked="" type="checkbox"/>	
<b>Vegetation</b>		<b>Details</b>
very small areas of intertidal vegetation	<input checked="" type="checkbox"/>	The mouth of Tartu Creek is heavily vegetated and considered to be a significant fishery resource.
river and creek bank cover	<input checked="" type="checkbox"/>	
backshore trees, grass and plants	<input checked="" type="checkbox"/>	
<b>Mariculture</b>		<b>Details</b>
oysters	<input type="checkbox"/>	No mariculture operations are nearby the Naden Harbour or Tartu Inlet operations. Recreational fishing is popular in nearby
mussels	<input type="checkbox"/>	



Environmental Resources Checklist		
salmon	<input type="checkbox"/>	waters.
<b>Mammals</b>		<b>Details</b>
deer	<input checked="" type="checkbox"/>	Land and sea mammals are found throughout nearby areas as indicated.
black bears	<input checked="" type="checkbox"/>	
racoons	<input checked="" type="checkbox"/>	
seals, sea lions	<input checked="" type="checkbox"/>	
<b>Priority Sites</b>		<b>Details</b>
Marinas	<input checked="" type="checkbox"/>	No marinas, parks, First Nations lands nor intakes are located within the leased area nor immediate vicinity of Naden Harbour operations. The Queen Charlotte Islands does contain these amenities elsewhere. Three I.R.'s are located in the Naden licence area.
parks	<input checked="" type="checkbox"/>	
heritage, archaeological sites	<input checked="" type="checkbox"/>	
First Nations lands	<input checked="" type="checkbox"/>	
water intakes	<input checked="" type="checkbox"/>	



## Appendix E

### **Training**



## Training and Exercises

Training will be conducted periodically for the cleanup and reporting of fuel or oil spills. The training will consist of a review of:

- 1 The Spill Response Plan and responsibilities of personnel.
- 2 The nature and status of fuel storage facilities.
- 3 On-site and off-site spill response equipment.
- 4 Emergency contact lists.
- 5 Table top exercises of "worst case" scenarios.
- 6 The likely causes and possible effects of spills.
- 7 Use of booms, skimmers and sorbents (as available) by cleanup crews.

The exercises might be held in conjunction with other forestry companies or agencies and organizations involved in emergency response planning and response. These will usually be arranged to reflect countermeasures that can be applied on a regional basis.

In addition, annual refresher training on the plan is conducted for key personnel and basic spill response and reporting for crew is included in the annual Environmental Awareness training.

Cleanup Supervisors will also receive training at training seminars, as appropriate and available.

Training records are maintained at the Delta office. Personnel attending the training program may receive a certificate indicating the date and type of training.



## Training Syllabus

### Title

The training course is entitled “Oil Spill Prevention and Response.”

### Objectives

Upon completion of the course, attendees will be able to respond safely and effectively to oil spills, using equipment located at the site, as well as additional equipment which might be required from other locations, such as skimmer, pumps and storage tanks.

### Details

<b>Module 1</b>	<b>Spill Response Planning</b> Sources and Causes of Spills Physical and Chemical Properties Fate and Effects of Spills Impacts on Natural Resources and Property Response Priorities
<b>Module 2</b>	<b>Prevention</b> Introduction Site Assessment Upgrading Existing Facilities Examples of Upgrades Self-Assessment Procedures and Checklists
<b>Module 3</b>	<b>Administration</b> Reporting Requirements and Procedures Canada Shipping Act Record Keeping Contingency Plan Spill Report Form
<b>Module 4</b>	<b>Health and Safety</b> Health Risks and Hazards Spill Response Safety Guidelines Personal Protection Equipment Site Security
<b>Module 5</b>	<b>Containment</b> Spills on Land Spills into Small Watercourses Spills on Water
<b>Module 6</b>	<b>Recovery</b> Selection of Recovery Methods Skimmers Sorbents Shoreline Cleanup



**Module 7****Transfer**

Application of Pumps  
 Hoses and Connections  
 Selection Criteria  
 Main Pump Types  
 Vacuum Systems

**Module 8****Storage and Disposal**

Overview  
 Selecting Storage Options  
 Waste Reduction  
 Disposal Options and Regulations

**Module 9****Post-spill Activities**

Cleanup Options  
 Site Restoration  
 Personnel Decontamination  
 Equipment Cleaning and Maintenance  
 Debriefing and Equipment Review

**Prerequisites**

The course is intended for Husby Forest Products Ltd. and contractor personnel who are involved in the transfer of fuel and are part of the spill response team. All attendees are expected to be familiar with both Husby's Petroleum Product Management Standard, and Corporate Safety Guidelines.

**Duration**

The course will take approximately one-half day to complete, with classroom training, field exercises with spill response equipment, and a review of facilities.

**Training Supplier**

Training will be provided by qualified personnel.

**Location**

Training will be provided on site.

**Instructor Qualifications**

The instructor chosen to conduct the training will be qualified in spill response and prevention methods.

**Exercises**

Husby personnel will participate in the National Marine Spill Response Exercise Program developed by the Canadian Coast Guard when indicated by the latter.



## Appendix G

### **Spill Scenarios**





## Scenario #1 - Diesel

### *Hour 0 (1000 Hours)*

An oil spill has occurred at the fuel float. A ruptured fuel line has resulted in the release of less than one cubic metre of diesel fuel into the water surrounding the barge.

Weather conditions are clear and warm (about 22°C) with light onshore winds of from 5 to 10 knots. High tide was at around 0800 hours (about 2 hours ago).

### *Hour 0 - 1 (1000 - 1100 Hours)*

#### **Procedure to Stop the Discharge**

The unloading procedure is stopped immediately by the barge pump operator who shuts off the pump and closes the valve on the riser. The valve at the tanks is closed and the damaged line is then drained back into the barge tank by the pump operator.

#### **Notification and Alerting**

The spill observer notifies his immediate supervisor (the Spill Cleanup Supervisor). Next, the Spill Cleanup Supervisor notifies the Spill Coordinator. The Spill Coordinator must alert the Provincial Emergency Program (PEP) and the Canadian Coast Guard (CCG) of the spill as soon as possible.

If the Spill Coordinator is not available with 1 hour after a spill is detected then the Cleanup Supervisor must report the spill without delay, directly to PEP and CCG.

The Spill Coordinator notifies PEP and other agencies, including CCG, of the spill. The Spill Coordinator completes the Spill Report Form.

All members of the Spill Response Team are notified by the Spill Cleanup Supervisor and assembled at the spill response kit.

#### **Communications**

Communications are established with the boom boat foreman by radio phone and two boom boats are immediately dispatched to the site of the spill. The workboat stationed at the jetty is also used, if necessary.



## **Initial Spill Containment and Control**

The Spill Response Team immediately deploys containment boom with the assistance of the boom boats. The boom is anchored at the shore near the float (see sketches on pages E - 3 and E - 4) and held in position by a boom boat until it can be anchored at the other end. A skimmer, transfer pump and a temporary storage tank are immediately requested from the Eden Lake Camp shop and are dispatched to the site by boat within one hour. Additional containment boom is also requested from Burrard Clean Operations.

## **Personnel Safety and Security**

The Spill Cleanup Supervisor monitors vapour levels in the area and ensures that safe operating practices are followed.

## **Situation Assessment**

Once the initial containment is established, the Spill Cleanup Supervisor boards a boom boat and conducts an initial assessment of the surrounding area in order to determine the extent to which, if any, the diesel has escaped the immediate area.

### ***Hour 1 - 2 (1100 - 1200 Hours)***

#### **Incident Management**

Upon initial review of the incident and the surrounding area by the Spill Cleanup Supervisor, the incident is classified as being of Level 1 severity.

The Spill Cleanup Supervisor and/or the Spill Coordinator conduct a detailed visual examination of the area in order to further assess the situation and report the findings to the Husby Head Office (Vancouver).

#### **Spill Containment**

The response equipment is continuously monitored for changing weather conditions and mechanical problems. Boom sticks are prepared and positioned to provide backup containment should the initial containment fail or wind direction change. These logs can be used to protect any nearby creeks, sensitive shoreline and wetland areas.

### ***Hours 2 - 6 (1200 - 1400 Hours)***

#### **Incident Management**

The Spill Cleanup Supervisor, Spill Coordinator and response team work closely with government agencies and keep them apprised of the situation.

#### **Spill Containment and Recovery**

As and if additional boom arrives by boat from Eden Lake Camp and/or Burrard Clean approximately 1 hour after being requested, it is deployed using a boom boat and connected to the existing initial containment boom to completely encircle the slick. Weather conditions and the containment are continuously monitored.



Once the pump and temporary storage tank arrive (within 2 hours by boat), they are deployed. The pump is operated from shore downwind of the spill and the recovered oil is pumped to the tank located safely above the high tide mark. It is estimated that oil recovery will require about 6 hours. This is mostly achieved by using sorbents.

***Hours 6 - 24 (1400 hrs - Day 1 to 1000 hrs - Day 2)***

**Cleanup Operations**

Once the recovery operations inside the contained area are completed, the boom is retrieved and the surrounding shoreline cleaned. Most of this activity will be accomplished starting the next day due to darkness.

***Hours 24+ (1000 + Hours - Day 2)***

**Shoreline Cleanup and Restoration**

Response personnel clean up the remaining sheen which was unable to be recovered or escaped containment using sorbent pads and rolls.

**Incident Management**

The Spill Cleanup Supervisor and Spill Coordinator along with other Husby personnel and government agency personnel conduct a joint inspection of the area to ensure that the spill has been effectively dealt with. The Contractor Spill Coordinator along with the barge pump operator and Husby Environmental Advisor will conduct a full review of the spill in order to determine:

- the cause of the spill
- measures to avoid future spills
- areas where the Contingency Plan were not effective
- areas where the Contingency Plan was effective
- equipment/personnel limitations



## Scenario #2 - Gasoline

### *Hour 0 (1700 Hours)*

A small gasoline spill has occurred at the fuel float. A leaking seal has resulted in the release of less than one cubic metre of gasoline into the water surrounding the barge.

Weather conditions are cloudy and cool (about 8°C) with moderate offshore winds of from 10 to 15 knots. Low tide was at approximately 1300 hours (about 4 hours ago).

### *Hour 0 - 1 (1700 - 1800 Hours)*

#### **Procedure to Stop the Discharge**

The Husby employee overseeing the fuelling immediately communicates with the barge operator and pumping is immediately halted.

#### **Notification and Alerting**

The spill observer notifies his immediate supervisor (the Spill Cleanup Supervisor). Next, the Spill Cleanup Supervisor notifies the Spill Coordinator. The Contractor Spill Coordinator alerts the Provincial Emergency Program (PEP) and the Canadian Coast Guard (CCG) of the spill as soon as possible.

If the Spill Coordinator is not available with 1 hour after a spill is detected then the Cleanup Supervisor must report the spill without delay, directly to PEP and CCG.

The Spill Coordinator notifies PEP and other appropriate agencies including CCG of the spill. The Spill Cleanup Supervisor completes the Spill Report Form.

All members of the Spill Response Team are notified by the Spill Cleanup Supervisor and alerted that their assistance may be required.

#### **Communications**

Communications are established with the boom boat foreman by radio phone and the boom boat operators are alerted of the possible fire/explosion hazard.

#### **Initial Spill Response**

The Spill Response Team uses a water hose to disperse the slick away from the float.



## **Personnel Safety and Security**

The Spill Cleanup Supervisor monitors the vapour levels in the area and ensures that safe operating practices are followed. Boom boats and operators are removed from the area until the fire/explosion hazards are known.

### **Situation Assessment**

Once the initial slick is dispersed, the Spill Cleanup Supervisor boards a boom boat and conducts an initial assessment of the surrounding area in order to determine the extent to which, if any, the gasoline might pose a hazard.

#### ***Hour 1 - 2 (1800 - 1900 Hours)***

### **Incident Management**

Upon initial review of the incident and the surrounding area by the Spill Cleanup Supervisor, the incident is classified as being of Level 1 severity.

#### ***Hours 2 - 12 (1900 - 0500 Hours)***

### **Shoreline Protection**

Log booms are deployed by boom boat to protect the nearby small creeks, sensitive shoreline and wetland areas by diverting the slick, **if safe to do so**.

### **Incident Management**

The Spill Cleanup Supervisor, Spill Coordinator and response team work closely with government agencies and keep them apprised of the situation.

#### ***Hours 12+ (0500 + Hours)***

### **Shoreline Cleanup and Restoration**

Response personnel clean up any sheen left on shore using sorbent pads.

### **Incident Management**

The Spill Cleanup Supervisor, Spill Coordinator, other Husby personnel and government agency personnel conduct a joint inspection of the area to ensure that the spill has been effectively dealt with. The Spill Coordinator, barge operator and Husby Environmental Advisor fully review the spill to determine:

- the cause of the spill
- measures to avoid future spills
- aspects of the Contingency Plan that were not effective
- parts of the Contingency Plan that were effective
- equipment/personnel limitations



## Appendix H

### **Oil Handling Facility Declaration**



## Oil Handling Facility Declaration

Pursuant to paragraph 660.2(4) ( c ) of the *Canada Shipping Act*, I, Bob Brash, on behalf of Husby Forest Products Ltd., declare that

( a ) to comply with the regulations made under paragraph 657(1) ( a ) of the *Canada Shipping Act*, on the detection of an oil pollution incident that arises out of the loading or unloading of oil to or from a ship, shall report discharges or anticipated discharges to the Government agencies identified on page 6-1 of the Spill Contingency Plan, using the Spill Report Form found on pages 4-1 to 4-4 of the Plan.

( b ) in accordance with paragraph 660.2(4) ( b ) of the *Canada Shipping Act*, I have an arrangement with the certified response organization known as

### Burrard Clean Operations

The arrangement is with respect to 1 tonne of oil and in respect of the **Naden Harbour** (Collett Point) **Dryland Sort** located at 053°058'040" latitude, 132°034'016" longitude.

( c ) the persons listed below are authorized to implement the arrangement described in paragraph ( b ):

Paul Laurie	6425 River Rd. Delta, BC	(604) 940-3764	(604) 940-1236
<i>Name</i>	<i>Address</i>	<i>Telephone</i>	<i>Fax</i>
Jonathan Fane	6425 River Rd. Delta, BC	(604) 940-3767	(604) 940-1236
<i>Name</i>	<i>Address</i>	<i>Telephone</i>	<i>Fax</i>

( d ) the persons listed below are authorized to implement the oil pollution emergency plan:

Kelly Williams	6425 River Rd. Delta, BC	(604) 677-9475	(604) 677-9475
<i>Name</i>	<i>Address</i>	<i>Telephone</i>	<i>Fax</i>
Frank Bone	6425 River Rd. Delta, BC	(604) 677-9475	(604) 677-9475
<i>Name</i>	<i>Address</i>	<i>Telephone</i>	<i>Fax</i>

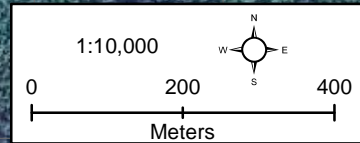
signed Jonathan Fane, VP Forestry & Engineering

date


























**STOP**  
IF YOU ARE UNSURE ABOUT  
ANYTHING ON THIS MAP,  
CONTACT YOUR SUPERVISOR  
BEFORE PROCEEDING



UTM Coordinates:  
686599 5599956

 **BOOMING GROUNDS**

- CUTBLOCK BOUNDARY 
- PROPOSED CUTBLOCK 
- HARVESTED AREAS 
- FREE TO GROW AREAS 
- WILDLIFE TREE PATCH 
- BUILT/ACTIVE ROAD 
- LOCATED ROAD 
- DEACTIVATED OR WILDERNESS ROAD 
- BRIDGE 
- STREAM NUMBER 
- REACH NUMBER 
- TYPE  (Defers to S6)
- FISH CREEK  TYPE I
- TYPE II 
- UPLANDS STREAM (NON-FISH CREEK) 
- UNCLASSIFIED STREAM 
- SWAMP 
- LAKE 
- INDEX CONTOUR  100
- CONTOUR (20m INTERVAL) 




**HUSBY GROUP**

HUSBY FOREST PRODUCTS LTD.

**KUMDIS BOOMING  
GROUNDS AREA**


Area: 23 Ha	Map Date: MAY 21 2015	Base Map: 103F079	UTM Zone 8
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PRODUCED BY:



**TECFOR**  
RESOURCES LTD.

6425 RIVER ROAD  
DELTA, BC  
V4K 5B9



SUSTAINABLE  
FORESTRY  
INITIATIVE  
SFI 00048

District of Haida Gwaii  
TSA 25B

Drawn By:  
B.P.

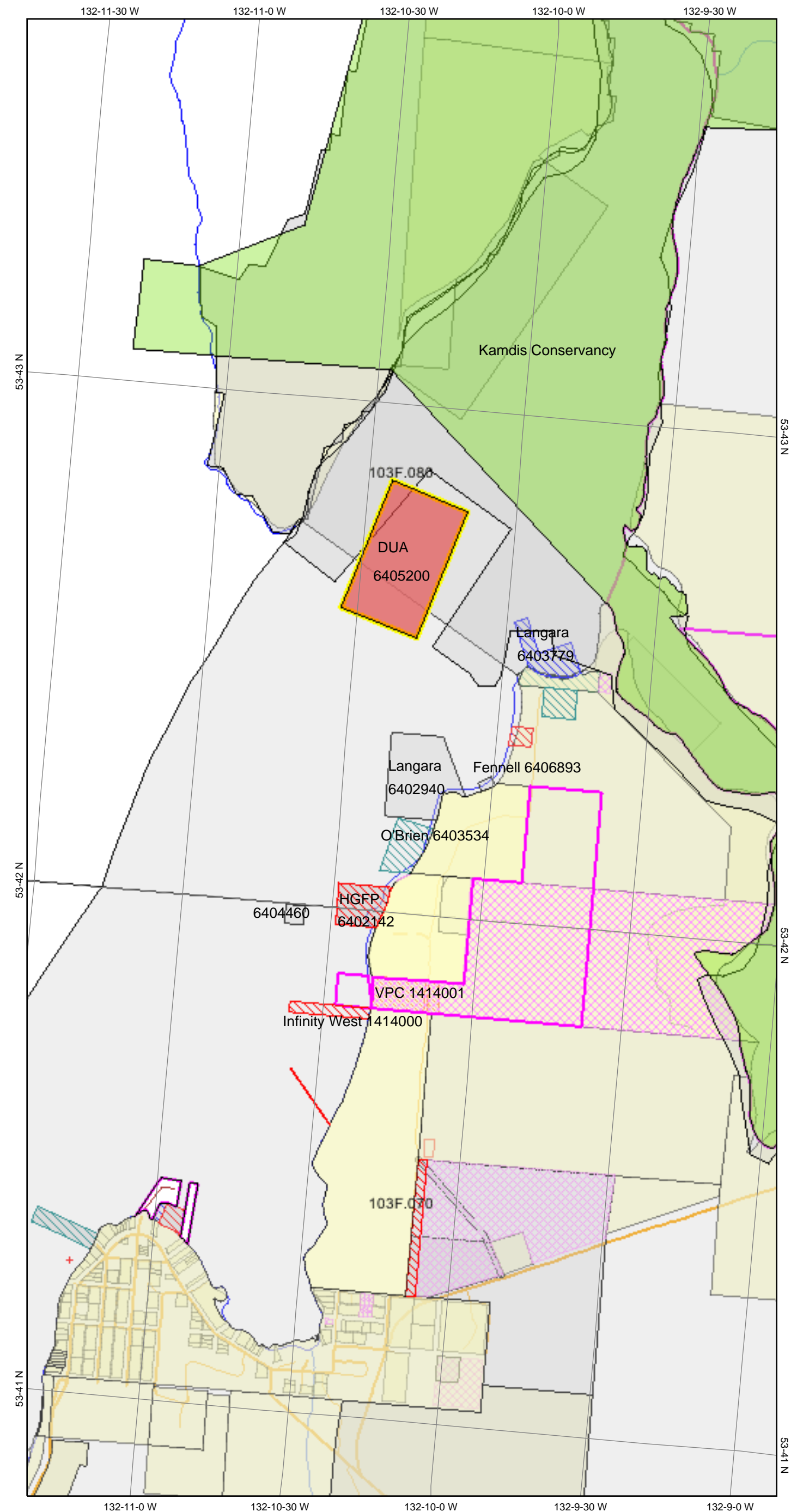


Internet Mapping Framework



Legend

- Admin: Conservancy Areas
- Interest Parcels
  - Provincial Park
  - Crown Grant
  - Application
  - Lease
  - Development Agreement
  - Licence
  - Permit
  - Reserve
  - Right of Way
  - Transfer of Admin / Control
  - Inactive Disposition Transaction
  - OIC Ecological Reserve
  - Dominion Patent
  - Inventory Site
  - Uncoded / Unknown
  - IP\_SID=836402
- Transportation - Points (TRIM)
  - Helipad
- Transportation - Lines (TRIM)
  - Airfield
  - Airport
  - Airstrip
  - Airport.Abandoned
  - Ferry Route
  - Road (Gravel Undivided) - 1 Lane
  - Road (Gravel Undivided) - 2 Lanes
  - Road (Gravel Undivided) - U/C - 1 Lane
  - Road (Gravel Undivided) - U/C - 2 Lanes
  - Road (Paved Divided) - Not Elevated - 1 Lane Each Way
  - Road (Paved Divided) - Not Elevated - 2 Lanes Each Way
  - Road (Paved Divided) - U/C - Not Elevated - 2 Lanes Each Way
  - Road (Paved Undivided) - Not Elevated - 1 Lane
  - Road (Paved Undivided) - Not Elevated - 2 Lanes
  - Road (Paved Undivided) - Not Elevated - 4 Lanes
  - Road (Paved Undivided) - U/C - Not Elevated - 4 Lanes
  - Road (Unimproved)
  - Cut (Roadway)
  - Embankment/Fill (Roadway)
  - Trail
  - Bridge - Foot
  - Bridge - Trestle
  - Tunnel
  - Bridge
  - Rail Line (Double Track)
  - Rail Line (Multiple Track)
  - Rail Line (Single Track)
  - Rail Line - Abandoned Track
  - Spur
- Transportation - Airfield (EBM)
  - Air Facility
  - Airport
  - Airstrip
  - Abandoned Airfield
  - Helipad
- Transportation - Points (1:2M)
  - Seaplane Custom Port
  - Airstrip
  - Ferry Route
- BCGS Grid
- Water - Points (TRIM)
  - Rapids
  - Dam
  - Flooded Land - Inundated
  - Marsh
  - Swamp
  - Sand/Gravel Bar
  - Flow Arrow
  - Arrowhead
  - Island - Definite
  - Island - Position Approximate
  - Water Level
  - Sinkhole
- Water - Lines (TRIM)
  - Canal
  - Dam
  - Dam - Beaver
  - Ditch
  - Falls
  - Flume
  - Rapids
  - River/Stream - Definite
  - River/Stream - Dry
  - River/Stream - Indefinite
  - River/Stream - Left Bank
  - River/Stream - Right Bank
  - Dam - section.Base
  - Flooded Land - Inundated
  - Lake - Definite
  - Lake - Indefinite
  - Lake - Intermittent
  - Reservoir - Definite
  - Reservoir - Intermittent
  - Marsh
  - Swamp
  - Glacier
  - Icefield
  - Breakwall/Breakwater - Large
  - Dyke/Levee



0 275 550 m.

Map center: 53° 42' 18" N, 132° 10' 19" W

This map is a user generated static output from an Internet mapping site and is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION.



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August 6, 2015

**To:** SQCRD Staff and Board

**From:** Cameron Bell, Economic Development Officer

**Re:** Update on MIEDS Operations and Community Forest

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## Background

As the economic development branch of the local governments on Haida Gwaii, MIEDS is currently focusing on 5 areas: forestry, tourism, agriculture, grant writing, and small business. This report provides a brief update on each. Cameron would be happy to answer any questions.

**Tourism** – MIEDS is the Destination Marketing Organization for Haida Gwaii. Through GoHaidaGwaii.ca, social media pages, and other advertising, we promote the islands as a visitor destination. These projects are co-funded by MIEDS and Destination BC via the Northern BC Tourism Association, through the Community Tourism Opportunities (CTO) program. We are currently reviewing advertising options, and assessing how to integrate the new Destination BC brand into our operations. We strive to collaborate with tourism stakeholders on the islands including the VCs, CHN Tourism Committee, Parks Canada, and independent businesses.

**Agriculture** – MIEDS worked with the Farmers' Institute to launch a new "HG Local Food" brand this summer. Stickers, labels, tote bags, and signs were produced with a grant from the Investment Agriculture Foundation. These materials are being distributed to producers and grocers for free this year, and potentially sold at low cost in the future.

**Grant Writing** – This new shared position managed by MIEDS assists the municipalities and local non-profit societies in writing and submitting grant applications. In the first 3 months, Alissa has assisted with over \$450,000 worth of grant applications.

**Love Haida Gwaii** – Love Haida Gwaii is a business support program managed by MIEDS and co-funded with NDIT. Through the website, Facebook page, and two annual trade shows, MIEDS supports independent local businesses through promotion, networking, and skill development.



## Community Forest

MIEDS is working towards establishing a community forest tenure on Haida Gwaii. Owned by the three municipalities and two Regional District Areas, this tenure would have parcels of land across Graham and Moresby Islands (see map below). The Province is willing to create this new area-based tenure and provide an 80,000 m<sup>3</sup>/yr volume, provided that the volume provides data for the provincial Market Pricing System (MPS). We would enter an agreement with BC Timber Sales, who would auction timber within the community forest tenure and pay a percentage of the sale to the communities. This arrangement would minimize liability and start-up demands for the community forest while generating revenue. We would have the ability to influence some aspects of BCTS operations, such as the size of timber sales.

Over the past 5 years, we have generated revenue through interim sales of 25,000 m<sup>3</sup> per year managed by BCTS. These sales will generate over half a million dollars to support further economic development and CF work. This money is held by a numbered company (0994943 BC Ltd), which was established as a subsidiary of MIEDS to preserve our non-profit status. Some of these funds are used to reimburse MIEDS for our work on the CF, but the majority of this revenue has not been allocated to specific projects or expenses.

In the near future, we must assess our options and choose an ambitious yet realistic model. The area proposed for the CF tenure is within the Timber Supply Area (TSA), so there is resistance from some licensees to have it removed for an independent tenure. It is unlikely that the Ministry of Forests (FLNRO) would be willing or able to give us this area with “no strings attached”. They cannot make this type of decision without significant financial and/or political backlash. We are also waiting on an official response from the Council of the Haida Nation. They have indicated support for the concept, but may have some concerns about BCTS.

In order to secure our tenure, we could sign a Business-to-Business Agreement with BCTS. Initial calculations project that we would receive \$120,000 - \$500,000 per year in this type of agreement, depending on timber prices. We would first engage the public to ensure that community interests and values guide the operations of the CF. We would work with BCTS to ensure that their operations align with our management plan and Forest Stewardship Plan.

This structure would require minimal start-up time and costs, and minimize risk to MIEDS and the communities. Unfortunately it would limit some of our operational options (i.e. the highest bidder gets the timber), but it would generate financial resources for us to support our communities and economic development on Haida Gwaii. Cameron is open to ideas on how this money could be used effectively, and looks forward to ongoing communication with the SQCRD Board and other stakeholders.

## Contact

Cameron Bell  
Economic Development Officer, MIEDS

[edo@mieds.ca](mailto:edo@mieds.ca)  
(250) 559-8050







NORTHWEST BRITISH COLUMBIA  
**RESOURCE BENEFITS ALLIANCE**  
 300-4545 Lazelle Avenue, Terrace, BC V8G 4E1

July 31, 2015

The Honourable Christy Clark  
 Premier of British Columbia  
 P.O. Box 9041 Stn. Prov. Govt.  
 Victoria, BC  
 V8W 9E1

Dear Premier Clark:

**Re: Northwest British Columbia Resource Benefits Alliance**

In our letter of May 20, 2015, the 21 northwest local governments of the Resource Benefits Alliance requested a meeting with you and senior staff to establish a framework to commence revenue sharing negotiations with Northwest British Columbia. We wish to emphasize that such discussions cannot be narrowly focused on the community impacts arising from the export of natural gas from the north coast—that the topic extends across numerous sectors of the economy and across government ministries. Therefore we must have your direct participation in this matter.

Your June 4 reply simply informs us that a response to the Alliance request to commence these discussions had been delegated to Minister of Community, Sport and Cultural Development Coralee Oakes to respond. As of today's date, no response was received from former Minister Oakes. We request again a meeting with you and senior staff and would welcome that meeting as part of our August 15<sup>th</sup> Resource Benefits Alliance Summit in Terrace.

Sincerely,

Stacey Tyers, Chair  
 Regional District of Kitimat-Stikine

Barry Pages, Chair  
 Skeena-Queen Charlotte  
 Regional District

Bill Miller, Chair  
 Regional District of Bulkley-Nechako

CC: NWBC RBA members  
 Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development

## Terms of Reference

### Sandspit Water System Review Advisory Committee

#### **Purpose:**

The purpose of the Sandspit Water System Review Advisory Committee (Committee) is to make recommendations to the Moresby Island Management Standing Committee (MIMC) with respect to the Water System in a portion of Electoral Area E.

#### **Powers:**

The Committee is empowered to exercise advisory powers with respect to the Sandspit Water System in a portion of Electoral Area E. The Committee is not delegated any decision-making authority by the SQCRD.

#### **Mandate:**

The Committee's mandate is to review the financial and operational structure of the Sandspit Water System and to advise and make recommendations to MIMC.

Review the current operations and make recommendation for policies related to the operations of the Sandspit Water System.

Review the results from the Sandspit Water System Treatment Study and make recommendation for water treatment options.

Review the current fee structure and operational and capital budgets and make recommendation towards creating financial sustainability for the Sandspit Water System.

#### **Membership & Appointment:**

The Committee shall consist of members from the boundary of the Water Service Area established by Bylaw No. 469, 2005, and amendments thereto, and will consist of the following:

- At least one Director, appointed by the SQCRD Board; and
- Such other persons who are eligible to serve on the Committee, as appointed by the SQCRD Board.

The Committee Chair and Vice Chair shall be elected from amongst its members at the first meeting of each year.

The Board of the SQCRD Board may rescind, or extend, the Committee or the appointment of a Committee member at any time.

**Term**

The term of the Committee is from August 2015 to December 31, 2016, at which time, the Committee is dissolved unless otherwise extended by resolution of the SQCRD Board.

**Voting**

Each member of the Committee shall have one vote.

**Meeting Procedures:**

A quorum shall be a majority of the Committee members, with all decisions of the Committee being made by a majority vote of the members present at the meeting.

Minutes of meetings shall be prepared and approved by the MIMC Administrative Assistant, and are to be forwarded to the administration office of the SQCRD for safekeeping, and will be available for public inspection.

Notice of meetings, by such means as the Committee deems reasonable, shall be provided to members of the Committee and residents of the area at least 48 hours in advance of a meeting.

All meetings, unless otherwise provided for in the Skeena-Queen Charlotte Regional District Procedure Bylaw No. 470, 2005, shall be open to the public.

**Reporting:**

The Committee will communicate regularly and liaise with MIMC respecting the exercise of the Committee's powers, duties and functions.

The Sandspit Water Operator is to cooperate and provide information to the Committee and is to attend Committee meetings, as needed.

Within reasonable limits and, as requested, SQCRD staff will provide support and information to the Committee.



**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**

14 – 342 3<sup>rd</sup> Avenue West Prince Rupert, BC V8J 1L5

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

Website: [www.sqcrd.bc.ca](http://www.sqcrd.bc.ca)

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June 24<sup>th</sup>, 2015

Richard Pucci, Engineering Coordinator  
424 3rd Avenue West  
Prince Rupert, B.C. V8J 1L7

Dear Mr. Pucci:

**Re:    Reactivation of the Solid Waste Landfill Facility – Watson Island**

Thank you for your request regarding the reactivation of a Solid Waste Landfill Facility on Watson Island.

As requested, the Skeena-Queen Charlotte Regional District provides this Letter of Support to reactivate and reissue the Permits in the City of Prince Rupert's name in order to facilitate the decommission of the Island.

In addition, the Skeena-Queen Charlotte Regional District understands the importance of this Permit towards the decommissioning of Watson Island and is pleased to be a part of this initiative.

Should you have further questions, please do not hesitate to contact the office of the Skeena-Queen Charlotte Regional District.

Yours truly,

**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**

Chair  
Barry Pages

:df