



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

AMENDED AGENDA

Held via teleconference on
Friday, October 16, 2015 at 7:00PM

- 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 September 18, 2015	Pg 1-8
3.2	<p>Rise and Report – September 18, 2015 <i>(to be read by Chair – no motion required)</i></p> <p>MOVED by Director Nobels, SECONDED by Director Brain, that the staff report entitled “Appointment of Chief Administrative Officer and Signing Authorities” be received;</p> <p>AND THAT, in accordance with section 197 of the Local Government Act, the Board assign powers, duties and functions of chief administrative officer to Mr. Doug Chapman, effective September 28th, 2015;</p> <p>AND FURTHER THAT, in accordance with section 198 of the Local Government Act, the Board assign powers, duties and functions of corporate administration to Mr. Doug Chapman, effective September 28th, 2015;</p> <p>AND FURTHER THAT, in accordance with section 199 of the Local Government Act, the Board assign powers, duties and functions of financial administration to Mr. Doug Chapman, effective September 28th, 2015.</p> <p>IC112-2015 CARRIED</p> <p>MOVED by Director Nobels, SECONDED by Director Brain, that the Board authorize Doug Chapman as signing authority on the Skeena-Queen Charlotte Regional District Municipal Finance Authority of B.C. account.</p> <p>IC113-2015 CARRIED</p> <p>MOVED by Director Nobels, SECONDED by Director Brain, that the Board authorize Doug Chapman as signing authority on the Skeena-Queen Charlotte Regional District Northern Savings Credit Union account.</p> <p>IC114-2015 CARRIED</p>	Verbal

4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

4.1	Minutes of the Regular Meeting of the Regional Recycling Advisory Committee held July 15, 2015	Pg 9-10
4.2	Minutes of the Regular Meeting of the Moresby Island Management Standing Committee held June 2, 2015	Pg 11-12
4.3	Minutes of the Regular Meeting of the Moresby Island Management Standing Committee held September 1, 2015	Pg 13-15

5. DELEGATIONS

None.	---
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6. FINANCE

6.1	J. Musgrave, Administrative Assistant – Cheques Payable over \$5,000 for September, 2015	Pg 16
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7. CORRESPONDENCE

7.1	Vancouver Island Regional Library – 2016-2019 Adopted Financial Plan	Pg 17
7.2	Mayor Lyn Hall, City of Prince George – Proposed Northern Conference for Mayors and Regional District Chairs	Pg 18
<u>Add:</u> <u>7.3</u>	Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development – RE: Skeena-Queen Charlotte Regional District Municipal Name Change	Pg 18a-d
<u>Add:</u> <u>7.4</u>	Vancouver Island and Coast Conservation Society – Request – Declare ‘A Day for Our Common Future’	Pg 18e-g

8. REPORTS / RESOLUTIONS

8.1	C. Bell, Economic Development Officer, Misty Isles Economic Development Society – Economic Development Officer Report	Pg 19-22
8.2	L. Neville, Coordinator, Haida Gwaii Regional Recreation – Haida Gwaii Regional Recreation Coordinator's Report – September 2015	Pg 23-26
8.3	J. Merrick, Consultant – MIMC Financials – GST and Final Distribution	Pg 27-29
8.4	D. Fish, Deputy Corporate Officer – UBCM - Asset Management Planning Grant Funding	Pg 30-36

9. BYLAWS

9.1	Bylaw No. 602, 2015 – Being a bylaw to establish a reserve fund for Haida Gwaii Recreation <i>Prior to being given 1st, 2nd, 3rd readings and adoption.</i>	Pg 37-38
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10. LAND REFERRALS / PLANNING (*Voting restricted to Electoral Area Directors*)

None.	---
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11. NEW BUSINESS

11.1	Directors' Reports	Verbal
11.2	Prince Rupert Gas Transmission Project – September–October 2015 Activity Update	Pg 39-42
11.3	Correspondence to the Canada Revenue Agency – RE: Haida Gwaii Northern Residents Allowance	Pg 43-44

12. OLD BUSINESS

None.	---
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13. PUBLIC INPUT

14. IN-CAMERA

That the public be excluded from the meeting according to section 90(1)(e) of the <i>Community Charter</i> “the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.”	
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15. ADJOURNMENT**NEXT REGULAR MEETING:**

**SQCRD Board Meeting
Friday, November 20, 2015
At 7:00 p.m.**



SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

MINUTES of the Regular Meeting of the Board of Directors of the Skeena-Queen Charlotte Regional District (SQCRD) held at 344 2nd Avenue West, Prince Rupert, B.C. on Friday, September 18, 2015 at 7:00 PM.

PRESENT

PRIOR TO ADOPTION

Chair	B. Pages, Village of Masset
Directors	N. Kinney, City of Prince Rupert (<i>regrets</i>) L. Brain, City of Prince Rupert D. Franzen, District of Port Edward I. Gould, Village of Port Clements (<i>via teleconference</i>) G. Martin, Village of Queen Charlotte (<i>via teleconference</i>) D. Nobels, Electoral Area A K. Bergman, Electoral Area C M. Racz, Electoral Area D B. Beldessi, Electoral Area E
Staff	D. Fish, Deputy Corporate Officer
Public	0
Media	1

1. CALL TO ORDER 7:01 p.m.

2. AGENDA

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

12.1 Prince Rupert Air Shed Study

356-2015

CARRIED

3. MINUTES & BUSINESS ARISING FROM MINUTES

3.1 Minutes of the Regular Meeting of the Skeena-Queen Charlotte Regional District Board held August 14, 2015

MOVED by Director Nobels, SECONDED by Director Brain, that the minutes of the August 14, 2015 Skeena-Queen Charlotte Regional District Regular Board meeting be adopted as presented.

357-2015

CARRIED

3.2 Rise and Report – August 14, 2015

MOVED by Director Franzen, SECONDED by Director Brain, that the Chair rescind the appointment of members Shawna McLeod and Heather Brule to the Haida Gwaii Regional Recreation Commission, effective immediately.

IC097-2015

CARRIED

MOVED by Director Franzen, SECONDED by Director Brain, that the Chair appoint Mr. Harold White to serve as the Village of Masset member of the Haida Gwaii Regional Recreation Commission, effective immediately.

IC098-2015

CARRIED

MOVED by Director Kinney, SECONDED by Director Brain, that the Chair rescind the appointment of member Marg Youngson as the Village of Masset Haida Gwaii Regional Recreation Commission member;

AND THAT the Chair appoint Marg Youngson as the member-at-large commission member to the Haida Gwaii Regional Recreation Commission, effective immediately.

IC099-2015

CARRIED

MOVED by Director Kinney, SECONDED by Director Brain, that the Chair, in accordance with Bylaw No. 597, 2015, appoint the following individuals to serve as members of the Haida Gwaii Regional Recreation Commission, effective immediately:

- Laurie Chisholm, Sandspit;
- Amber Bellis, Port Clements; and
- Darcy Pollard, Skidegate.

IC100-2015

CARRIED

Director Martin joined the meeting at 7:04 pm.

4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

4.1 Minutes of the Electoral Area Advisory Committee meeting held January 29, 2015

MOVED by Director Franzen, SECONDED by Director Nobels, that the minutes from the January 29, 2015 Electoral Area Advisory Committee meeting be received as presented.

358-2015

CARRIED

- 4.2 Recommendations coming forward from the Electoral Area Advisory Committee meeting held September 18, 2015

MOVED by Director Beldessi, SECONDED by Director Nobels, that the recommendations coming forward from the Electoral Area Advisory Committee meeting held September 18, 2015 be received;

AND THAT the Board of the Skeena-Queen Charlotte Regional District support allocating Northern Development Initiative Trust 2016 Economic Development Capacity Building funding, in the amount of \$25,000, to fund a joint planning-economic development position with the Skeena-Queen Charlotte Regional District.

359-2015

CARRIED

MOVED by Director Beldessi, SECONDED by Director Nobels, that the Board of the Skeena-Queen Charlotte Regional District not support the Old Massett Village Council's application to Northern Development Initiative Trust's Community Halls and Recreation Facilities program;

AND THAT the Board support providing in-kind contribution to the Old Massett Village Council through grant writing services up to a maximum of twenty (20) hours;

AND FURTHER THAT correspondence be sent to the Old Massett Village Council advising it of the Board's decision.

360-2015

CARRIED

MOVED by Director Beldessi, SECONDED by Director Brain, that the Board of the Skeena-Queen Charlotte Regional District support providing funding from Electoral Area Administration, Function 120, for the purchase of a facsimile machine for the community of Dodge Cove.

361-2015

CARRIED

5. DELEGATIONS

- 5.1 S. Sitter, Assessor, BC Assessment – Property Assessment Process

Scott Sitter, Assessor for BC Assessment, addressed the Board in regard to the BC Assessment Authority. More specifically, Mr. Sitter defined the roles and responsibilities of the BC Assessment Authority and addressed the Board's concerns with regard to the assessed values of properties located within the boundaries of the Skeena-Queen Charlotte Regional District.

The Board requested that Mr. Sitter review a number of properties based on folio numbers provided to staff, and that Mr. Sitter liaise with staff to provide information to the Board.

The Chair thanked Mr. Sitter for his presentation.

- 5.2 L. Neville, Coordinator, Haida Gwaii Regional Recreation Commission – Update on the Haida Gwaii Regional Recreation Commission

Lucy Neville, Coordinator for the Haida Gwaii Regional Recreation Commission, addressed the Board in regard to the current operations of the Haida Gwaii Regional Recreation Commission. Ms. Neville also outlined the difference between the Haida Gwaii Regional Recreation Commission and the Haida Gwaii Recreation Society; discussed the After School Sports and Arts Initiative on Haida Gwaii; and addressed current office space questions.

The Chair thanked Ms. Neville for her presentation.

6. FINANCE

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

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

362-2015

CARRIED

7. CORRESPONDENCE

- 7.1 Ministry of Community, Sport and Cultural Development – Moresby Island Management Standing Committee vs. Local Community Commission

MOVED by Director Martin, SECONDED by Director Brain, that the correspondence from the Ministry of Community, Sport and Cultural Development in regard to the Moresby Island Management Standing Committee versus a local community commission be received.

363-2015

CARRIED

- 7.2 Selina Robinson, MLA – Union of B.C. Municipalities Conference

MOVED by Director Franzen, SECONDED by Director Nobels, that the correspondence from Selina Robinson, MLA, in regard to the 2015 Union of B.C. Municipalities conference be received.

364-2015

CARRIED

- 7.3 Village of Queen Charlotte – Confirmed Dates for All Candidates Debate on Haida Gwaii

MOVED by Director Nobels, SECONDED by Director Franzen, that the correspondence from the Village of Queen Charlotte in regard to the all candidates debate on Haida Gwaii be received;

AND THAT the Board of the Skeena-Queen Charlotte Regional District support the Federal All Candidate Debates scheduled for October 1st and 2nd, 2015 on Haida Gwaii.

365-2015

CARRIED

- 7.4 Prince Rupert Gas Transmission Project – Socio-Economic Effects Management Plan Update

MOVED by Director Nobels, SECONDED by Director Franzen, that the correspondence from the Prince Rupert Gas Transmission Project in regard to the Socio-Economic Effects Management Plan Update be received.

366-2015

CARRIED

8. REPORTS – RESOLUTIONS

- 8.1 L. Neville, Recreation Coordinator – Haida Gwaii Regional Recreation Coordinator's Report – August 2015

MOVED by Director Franzen, SECONDED by Director Nobels, that the report from staff entitled "Haida Gwaii Regional Recreation Coordinator's Report – August 2015" be received for information.

367-2015

CARRIED

- 8.2 D. Fish, Deputy Corporate Officer – UBCM Meeting Requests Update

MOVED by Director Nobels, SECONDED by Director Franzen, that the verbal report from staff entitled "UBCM Meeting Requests Update" be received for information.

368-2015

CARRIED

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

MOVED by Director Nobels, SECONDED by Director Brain, that the report from staff entitled "Support for Participation of the ShakeOut BC Drill" be received;

AND THAT the Board approve participating in the "Great BC Shakeout" on October 15, 2015 at 10:15 AM.

369-2015

CARRIED

- 8.4 D. Fish, Deputy Corporate Officer – Joint Planning-Economic Development Position

MOVED by Director Nobels, SECONDED by Director Franzen, that the report from staff entitled "Joint Planning-Economic Development Position" be received for information.

370-2015

CARRIED

- 8.5 M. Williams, Planning Consultant – Sandspit Emergency Evacuation Site Update

MOVED by Director Franzen, SECONDED by Director Brain, that the report from staff entitled "Sandspit Emergency Evacuation Site Update" be received for information.

371-2015

CARRIED

8.6 J. Merrick, Consultant – Variance Report – January to August 2015

MOVED by Director Racz, SECONDED by Director Nobels, that the report from staff entitled “Variance Report – January to August 2015” be received for information.

372-2015**CARRIED****8.7 L. Neville, Recreation Coordinator – 2016 HGRRC Budget Request and Office Relocation Cost Analysis**

MOVED by Director Nobels, SECONDED by Director Franzen, that the report from staff entitled “2016 HGRRC Budget Request and Office Relocation Cost Analysis” be received for information.

373-2015**CARRIED****9. BYLAWS**

None.

10. LAND REFERRALS / PLANNING

None.

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

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

Director Brain – City of Prince Rupert

- The City of Prince Rupert continues to remain busy, with approximately 5 development projects being proposed for the City at present;
- The Airport Master Plan will be complete by the end of October 2015; and
- The City continues to engage with First Nations and industry stakeholders to build strong working relationships.

Director Franzen – District of Port Edward

- The District of Port Edward welcomed Nichola Wade as a delegation to appear before Council at its September 2015 Regular meeting; and
- The District has secured funding through the Building Canada Fund to fund the development of Wampler Way road access.

Director Nobels – Electoral Area A

- The community of Dodge Cove continues to engage in discussions with Nexxen in regard to the proposed Aurora LNG project; and
- The community has submitted comment on the Environmental Assessment Process for the proposed Aurora LNG project.

Director Bergman – Electoral Area C

- The community of Oona River had a busy summer with local tourism seeming to be a driving force; and
- Road resurfacing and repaving in the community has now been completed.

Director Beldessi – Electoral Area E

- The Sandspit Water System Review Advisory Committee had its first meeting in September 2015;
- Jim Henry was elected as the Chair of the Sandspit Water System Review Advisory Committee and Carol Wagner was elected as the Vice Chair; and
- The community of Sandspit continues to work with the Misty Isles Economic Development Society to explore a business structure that will benefit island communities.

Director Martin – Village of Queen Charlotte

- The Village of Queen Charlotte hosted a ribbon cutting ceremony on August 29, 2015 for the opening of a new community park;
- The Village has been busy with preparation for the annual Union of B.C. Municipalities convention; and
- An all candidate debate for the Federal Election has been scheduled for October 1 and 2, 2015 on Haida Gwaii.

Director Gould – Village of Port Clements

- The Supreme Court of Canada ruled to turn down an appeal put forward in regard to the issue of Council conflict of interest pertaining to the development of a port facility in the Village of Port Clements; and
- The Port Clements Biomass project is underway.

Chair Pages – Village of Masset

- The Northwest BC Resource Benefits Alliance held a summit on August 14th, 2015 which included a ceremonial signing of the NWRBA Memorandum of Understanding.

374-2015**CARRIED**

- 11.2 Environmental Assessment of the Proposed Aurora LNG Project – Open House and Invitation to Comment

MOVED by Director Nobels, SECONDED by Director Franzen, that the Open House and Invitation to Comment on the Environmental Assessment of the Proposed Aurora LNG Project be received for information.

375-2015**CARRIED**

12. OLD BUSINESS**12.1 Prince Rupert Air Shed Study**

MOVED by Director Nobels, SECONDED by Director Franzen, that the Board of the Skeena-Queen Charlotte Regional District send correspondence to the Minister of Environment requesting further information pertaining to the Prince Rupert Air Shed Study, specifically why the findings of the study have not been shared with stakeholders and when a response may be expected.

376-2015**CARRIED****13. PUBLIC INPUT**

There were 0 questions from the public.

14. IN CAMERA

MOVED by Director Nobels, SECONDED by Director Brain, that the Board move to the In-Camera meeting following the Regular Meeting according to section 90(1)(a)(c)(g) and (k) of the *Community Charter* “personal information about an identifiable individual who holds or is being considered for a position as an officer..”, “labour relations or other employee relations”, “litigation or potential litigation affecting the municipality” and “negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public”.

377-2015**CARRIED****15. ADJOURNMENT**

MOVED by Director Franzen, SECONDED by Director Nobels, that the Skeena-Queen Charlotte Regional District Regular Board meeting be adjourned at 9:35 p.m.

378-2015**CARRIED**

Approved and adopted:

Certified correct:

Chair

Chief Administrative Officer



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, July 15, 2015 at 12:00 pm.

PRESENT

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

1. CALL TO ORDER 12:04 p.m.

2. AGENDA

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

023-2015

CARRIED

3. MINUTES & BUSINESS ARISING FROM MINUTES

3.1 Minutes of the Regional Recycling Advisory Committee meeting held April 15, 2015

MOVED by Member Nobels, SECONDED by Member Ostrom, that the minutes of the April 15, 2015 Regional Recycling Advisory Committee meeting be adopted as presented.

024-2015

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 Ostrom, that the report from staff entitled “Mainland Recycling – Operations Report” be received for information.

025-2015

CARRIED

- 6.2 D. Fish, Deputy Corporate Officer – Regional Recycling Facility Asset Management Project

MOVED by Member Ostrom, SECONDED by Member Nobels, that the verbal report from staff entitled “Regional Recycling Facility Asset Management Project” be received for information.

026-2015

CARRIED

7. NEW BUSINESS

None.

8. OLD BUSINESS

None.

9. ADJOURNMENT

MOVED by Member Nobels, SECONDED by Member Ostrom, that the Regional Recycling Advisory Committee meeting be adjourned at 12:26 p.m.

027-2015

CARRIED

The Regional Recycling Advisory Committee established October 7th, 2015 at 12:00 PM as its next meeting date and time.

Approved and adopted:

Certified correct:

Chair

Chief Administrative Officer

Morseby Island Management Standing Committee (MIMSC)

Adopted October 6, 2015

**Motion to accept minutes as amended: Behn Cochrane
2nd by Bill Quaas**

Meeting: June 2, 2015

Location: Sandspit Community Hall

Meeting Commencement: 7:45 PM

MIMSC members in attendance: Ben Cochrane, Bill Quaas, Bill Beldessi, Stan Hovde,

Staff Person: Barb Parser

Members absent from meeting: Gail Henry, Heron Wier

Audience: Carol Wagner, Doug Gould, Gord Usher, Gene Hainstock, Bob Prudhomme, Flavien Mabit, Cameron Bell, Betsy and Jason Wourms

- 1. Call to order: 7:35 PM**
- 2. Agenda approved with additions**
Motion: Bill Beldessi
Seconded: Bill Quaas
Approved: Unanimously
- 3. MIMSC May 2015 Minutes**
Minutes reviewed and approved
Motion: Stan Hovde
Seconded: Bill Quaas
Approved: Unanimously
- 4. Old business**
 - a) Office Equipment - Discussion moved to in camera session.**
- 5. New Business**
 - a) Gwaii Trust Special Event Funding**
Motion to support \$5,000 to Sandspit Loggers Sports Day in July 2015.
Motion to Adopt: Behn Cochrane
Seconded: Bill Beldessi
Carried: Unanimously

- b) Sandspit Water Services Advisory Committee
Bylaw establishing the Sandspit Water Services Advisory Committee was reviewed by MIMSC committee members.
Advertising for persons of interest will begin immediately by the Skeena Queen Charlotte Regional District staff.

6. Delegations

- a) Cameron Bell – MIEDS, Mushroom Festival, early fall 2015

7. Finance - Discussion regarding difficulties with MIMSC and Sandspit Hall Committee having approval and tracking of budget expenditures

- a) Bring Financial Obligations Back to MIMSC
Moved by: Bill Beldessi
Seconded by: Stan Hovde

8. Reports

- a) Water System Report and Recommendations
- b) Regional District Director Report – May SQCRD Highlight – Sandspit Incorporation Report

9. Comments from Audience

- a) Misty Island Economic Development Society (MIEDS) – If needed can assist with property proposal

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

Move to adjourn: 8:30 PM



**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT
MORESBY ISLAND MANAGEMENT STANDING COMMITTEE**

MINUTES of the Regular Meeting of the Moresby Island Management Standing Committee (MIMSC) held at Sandspit Community Hall, Sandspit, B.C. on September 1, 2015 at 7:00 PM.

Adopted

PRESENT Gail Henry, Bill Quaas, Stan Hovde

ABSENT Behn Cochrane, Heron Weir

Chair Gail Henry

Vice Chair Absent

Members Bill Quaas, Stan Hovde

Staff Barb Parser

Public Gail Hoss, Bob Prudhomme
Media

- **CALL TO ORDER 7:13 p.m.**
- **AGENDA, Addition, Water board setup**

MOVED by Bill Quaas, SECONDED by Stan Hovde, that the regular agenda be adopted as amended

**000-2015
CARRIED**

- **MINUTES & BUSINESS ARISING FROM MINUTES**

3.1 Minutes of previous month's meeting not available

4. DELEGATIONS

4.1 Guidelines - Discussion around requirements considering timelines.
Board wants materials and notifications one week prior to meetings.

5. CORRESPONDENCE

5.1

MOVED by Bill Quaas, SECONDED by Stan Hovde, that the correspondence from VIRL - Community Consultation Meeting Invitation, Jul 29, 2015 and Stakeholders Survey, SQCRD Jun 19, 2015 Boards Highlights, Coastal Wildfire News, Port Divestiture be received.

**001-2015
CARRIED**

6. REPORTS – RESOLUTIONS

6.1

MOVED by Bill Quaas, SECONDED by Stan Hovde, that the report from water operator Bob Prudhomme be received;

**002-2015
CARRIED**

7. OLD BUSINESS

7.1

8. NEW BUSINESS

8.1

9. PUBLIC INPUT

There was no question from the public.

10. IN CAMERA

11. ADJOURNMENT

MOVED Bill Quaas, SECONDED by Stan Hovde, that the Moresby Island Standing Committee meeting be adjourned at 8:00 pm.

003-2015

CARRIED

Approved and adopted: October 6, 2015

Certified correct:

Chair

Secretary

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

Payable To	Date	Amount	Purpose
Big Red Enterprises Ltd.	2-Sep	\$ 15,466.44	August Garbage Collection Contract
Sandspit Community Society	8-Sep	\$ 5,000.00	Sandspit Logger's Sports 2015
Ticker's Hauling & Storage	8-Sep	\$ 7,535.85	Transport Recyclables, Porto Toilet & Equipment Rental (Landfill) - August
Receiver General	1-Sep	\$ 8,360.73	Payroll Remittance (PP18-2015)
Receiver General	17-Sep	\$ 12,079.55	Payroll Remittance (PP19-2015)
Municipal Pension Plan	22-Sep	\$ 5,273.50	Payroll Remittance (PP19-2015)

CHEQUES OVER \$5,000:	\$ 53,716.07
CHEQUES UNDER \$5,000:	\$ 47,809.65
TOTAL CHEQUES:	<u>\$ 101,525.72</u>



Administration
Box 3333 | 6250 Hammond Bay Road
Nanaimo, BC Canada V9R 5N3
t: 250.758.4697 f: 250.758.2482
e: info@virl.bc.ca w: www.virl.bc.ca

September 24, 2015

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

Dear Chair Pages and Board,

Re: Adopted 2016 – 2020 Financial Plan

On behalf of the Board of Trustees of Vancouver Island Regional Library (VIRL), please find enclosed important information regarding the recently adopted **2016 – 2020 Financial Plan**. This information can also be found on the VIRL website: www.virl.bc.ca/about-us/reports-and-plans. As dictated by provincial legislation, the VIRL Board has adopted a balanced budget for 2016. The Financial Plan and supporting information (which includes an ["At a Glance"](#) sheet, [informative video](#) and [press release](#)) provides you with the necessary details to address questions that may arise in your community.

The Vancouver Island Regional Library Board has adopted a balanced operating budget of \$33,062,045. Municipal and rural levies will contribute \$20,372,451 to the library budget, an average increase of 3.66% or a per capita increase of \$1.68. The weighted vote was 98% in favour of the budget.

The focus of the 2016 budget is to assure VIRL continues meeting our service standards whilst maintaining financial sustainability and allocating the resources to achieve the Board's mission and vision. The 2016 - 2020 financial plan is a secure endeavour to balance the needs and aspirations of the present, without compromising the future needs of our communities. The 2016 budget supports the Board's Strategic Plan, reinforces the principles of the Consolidated Facilities Master Plan, and provides systematic funding development as previously approved by the Board.

It is our goal to balance the pressures of maintaining existing services and evolving business, in order to meet the expectations of our communities with available funding and resources. The VIRL Board's commitment to financial sustainability and quality service delivery for our Regional Library participants is underscored in the **2016-2020 Financial Plan**.

Sincerely,

Bruce Jolliffe
Chair, Vancouver Island Regional Library Board of Trustees

Cc: Director Bill Bildessi, VIRL Trustee, Skeena - Queen Charlotte Regional District

info@sqcrd.bc.ca

From: Mayor <MAYOR@princegeorge.ca>
Sent: Friday, September 18, 2015 4:28 PM
To: Al Richmond, Chair Cariboo RD; Bill Miller; Chair Andrew Merilees (info@sqcrd.bc.ca); Chair Art Kaehn (akaehn@rdffg.bc.ca); Chair Stacey Tyers (styers@terrace.ca); Gerry Thiessen (Personal); Mayor Alice Maitland (amaitland@nwcc.bc.ca); Mayor Andrew Merillees (vom@mhtv.ca); Mayor Bill Streeper (bill.streeper@northernrockies.ca); Mayor Bob Simpson (bsimpson@quesnel.ca); Mayor Carol LeClerc (cleclerc@terrace.ca); Mayor Darcy Repen (darcyrepen@citywest.ca); Mayor Dave MacDonald; Mayor Dave MacDonald - District of Port Edward (Business Fax); Mayor Don McPherson (dmcpherson@dtr.ca); Mayor Dwayne Lindstrom; Mayor Dwayne Lindstrom; Mayor Gail Lowry (glowry@newhazelton.ca); Mayor Galina Durant (stewartmayor@gmail.com); Mayor Gerry Thiessen; Mayor Greg Martin (mayor@queencharlotte.ca); Mayor Gwen Johansson (mayor@hudsonshope.ca); Mayor Ian Gould (i.gould@portclements.ca); Mayor Jeannette Townsend (jtownsend@valemount.ca); Mayor Lee Brain (mayor@princerupert.ca); Mayor Linda McGuire (lmcguire@villageofgranisle.ca); Mayor Lorraine Martin (mayor@mcbride.ca); Mayor Lori Ackerman (lori.ackerman@prrd.bc.ca); Mayor Luke Strimbold; Mayor Merlin Nichols (d-chet@gochetwynd.com); Mayor Mitch Campsall (mcampsall@cariboord.bc.ca); Mayor Pat Crook (pat@district.mackenzie.bc.ca); Mayor Phillip Germuth (districtofkitimat@kitimat.ca); Mayor Rob Fraser (mayorfraser@districtoftaylor.com); Mayor Rob MacDougall; Mayor Robin Sharpe (rsharpe@netbistro.com); Mayor Shane Brien (mayor@houston.ca); Mayor Taylor Bachrach; Mayor Walt Cobb (mayor@williamslake.ca); Mayor William Plowright (williamplowright@poucecoupe.ca)
Subject: Meeting

Good afternoon everyone, hope all is well, and getting ready to head to UBCM. I've been thinking about a northern conference for Mayors and RD Chairs to discuss our common issues. My thought is to have the conference over a day and a half here in Prince George, early in the New Year. I would certainly appreciate your feedback on this, if you think it's worthwhile, timing of the conference, length of the conference and agenda items etc.

Thanks everyone, hope to see you next week.

Regards

Mayor Lyn Hall
 City of Prince George
 p: 250.561.7609 | c: 250.612.1539
 e: mayor@princegeorge.ca





October 8, 2015

Ref: 159410

RECEIVED OCT 13 2015

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

Dear Chair Pages:

Thank you for your letter of August 18, 2015, regarding the process for a potential name change of the Skeena-Queen Charlotte Regional District. I can appreciate the Board's interest in considering including the name Haida Gwaii in the name of the regional district.

As you have noted, the *Local Government Act* does not prescribe a process for consideration of a regional district name change, other than a recommendation from the minister responsible for local government to Cabinet and the subsequent issuance of an Order in Council to amend the regional district's incorporating Letters Patent.

Should the Board decide to request that I recommend a name change to Cabinet, I would ask that you provide Ministry staff with information as to the rationale for that request and the process you have followed in developing it. That could include information such as: how you reached agreement on the proposed new name; your preferred timeline for the change; and the nature of public discussion and consultation with key stakeholders. The latter would clearly illustrate that the public is both aware of and satisfied with a potential name change, and that no other apparent obstacles have been raised.

As a point of information, a regional district's corporate name must make reference to its form of local government, being styled as either the "Regional District of ..." or the "... Regional District". The reference to form is optional in the regional district's logo and common branding, but the full corporate name should be cited in contracts and other legal documents.

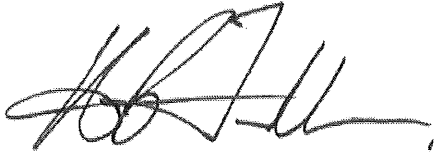
Should you have further questions on this process, or what information would be sufficient with respect to consultation, please direct your questions to Ms. Elizabeth Lane, Program Analyst in the Ministry's Governance and Structure Branch. Ms. Lane can be reached by email at: Elizabeth.Lane@gov.bc.ca, or by telephone at: 250 356-6333.

.../2

Mr. Barry Pages
Page 2

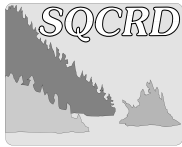
Thank you again for writing.

Sincerely,

A handwritten signature in black ink, appearing to read 'P. Fassbender', with a stylized, cursive script.

Peter Fassbender
Minister

pc: Ms. Elizabeth Lane
Program Analyst
Governance and Structure Branch
Ministry of Community, Sport and Cultural Development



SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

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

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

Website: www.sqcrd.bc.ca

August 18, 2015

Minister of Community, Sport and Cultural Development
PO Box 9056, STN PROV GOVT
Victoria, B.C. V8W 9E2

Attention: Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development

Dear Minister Fassbender:

Re: Skeena-Queen Charlotte Regional District Municipal Name Change

As you may be aware, the Skeena-Queen Charlotte Regional District is an area approximately 19,000 km² on B.C.'s north coast. The area encompasses a mainland region, consisting of Prince Rupert, Port Edward and Electoral Areas A & C, as well as the island region, Haida Gwaii, consisting of the Villages of Masset, Queen Charlotte and Port Clements, and Electoral Areas D & E. Additionally, the area is home to a number of Tsimshian and Haida First Nation reserves.

In December 2009, under the leadership of Premier Gordon Campbell, the Province announced the renaming of the then, Queen Charlotte Islands, to Haida Gwaii. The announcement was made in conjunction with the signing of a reconciliation protocol with the Council of the Haida Nation. The adoption of Bill 18-2010 (the *Haida Gwaii Reconciliation Act*) by the B.C. Legislature formalized the name change.

Since the formalization of Haida Gwaii's name change in 2010, there has been much discussion at the Skeena-Queen Charlotte Regional District Board table to explore alternative name options to better align with the Regional District's geography and desires of the electorate.

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.

Unfortunately, the *Local Government Act* does not include provision for the process to be followed or requirements to be met for the Skeena-Queen Charlotte Regional District to go about implementing a regional district name change.

At this time, the Board is requesting a response from your Ministry in regard to the provincial, legislative and other applicable requirements to be met in investigating and implementing a potential regional district name change.

If you have any questions, please do not hesitate to contact the office of the Skeena-Queen Charlotte Regional District.

Yours truly,

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

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

Barry Pages
Chair

:df

info@sqcrd.bc.ca

From: VI & Coast Conservation Society <viccs@shaw.ca>
Sent: Tuesday, October 13, 2015 11:50 AM
To: VI & Coast Conservation Society
Subject: Request - Declare 'A Day For Our Common Future', December 11th 2015
Attachments: Proclamation, A Day For Our Common Future, Dec 11 2015.pdf

To: Local and Regional Governments, British Columbia

c.c.: BC Members of the Legislative Assembly

Members of Parliament across Canada *(as of Oct. 20th)*

Re: 'A Day For Our Common Future', December 11th 2015

October 12, 2015

Dear Mayor & Council, and Regional Directors,

Thanksgiving seems appropriate to again invite support for sustainable development and our proposed December 11th' Proclamation, 'A Day For Our Common Future'.

Just two months away, December 11th is the day the United Nations formally received the first global sustainable development report from the World Commission on Environment and Development in 1987. And this year December 11th is also the last day of the UN Paris Conference, which many governments and nations are marking as a turning point in global efforts to address climate change.

In 2014 the Province of British Columbia and 15 BC cities signed our Proclamation, which translates to support from governments representing approximately 4,658,000 BC residents, 13% of Canada's population. With this in mind we are reaching out across BC and Canada this year, to similarly invite expressions of support and community initiatives for sustainable development.

Considering the UN 's Global Sustainable Development Report just released, and Pope Francis' call for governments to implement carbon reduction measures, we believe that local and senior governments here in Canada could set an example this year. Declaring December 11th 'A Day For Our Common Future', the last day of the COP 21 Paris Conference on Climate Change, helps deliver a message of hope and sustainability to the world.

We would then ask that you consider this opportunity to bridge economic and environmental considerations - and declare, proclaim, observe or simply announce December 11th 2015, 'A Day for Our Common Future'.

Whatever your decision may be ...please also let us wish you the very best as you address economic and environmental matters at this important time. If we can in turn be of service please do not hesitate to be in touch.

Sincerely yours,

Laurie Gourlay

President, VICCS

- attached: a copy of the Proclamation.. Additional information can be found on our website, or by writing to us.

Vancouver Island and Coast Conservation Society, P.O. Box 333, Cedar, BC, V9X 1W1

(250 722-3444), [viccs@shaw.ca], <www.viccs.vcn.bc.ca>

‘A DAY FOR OUR COMMON FUTURE’

DECEMBER 11TH, 2015

PROCLAMATION



WHEREAS: our long-term economic, social, ecological and cultural goals form the four pillars of sustainable development,

WHEREAS: the UN General Assembly formally adopted the tenets of sustainable development on December 11th 1987 when Norwegian Prime Minister Gro Harlem Brundtland presented the report, ‘Our Common Future’, on behalf of the World Commission on Environment and Development,

WHEREAS: sustainable development is defined as, "Development that meets the needs of the present without compromising the ability of future generations to meet their own needs",

WHEREAS: Canada played a critical role in fostering and writing Our Common Future,

WHEREAS: recent reports warn that adverse effects of climate change are likely to undermine sustainable, and all development efforts and goals - recommending increased support for adaptation, mitigation, inclusive green growth and climate-smart development,

WHEREAS: communities are most able to meet their needs by practicing sustainable development which incorporates a resilient resource base with a secure, long-term food and water supply,

WHEREAS: efforts to protect our lands and waters include measures for conservation, biodiversity, habitat and watershed protection that integrate renewable resource, climate-adaptive and sustainable development initiatives,

WHEREAS: a healthy approach to sustainable development will find ways to bring a balanced growth that meets economic, social, environmental and cultural goals for everyone's benefit,

& WHEREAS: residents, businesses, governments and communities have opportunity to implement recommendations that balance our society's needs, and nature's needs, while furthering global goals for sustainable development.

NOW THEREFORE,, ***hereby proclaims December 11th 2015,***
to be known as:

“A DAY FOR OUR COMMON FUTURE”

Dated

Vancouver Island & Coast Conservation Society, Box 333, Cedar, B.C., V9X 1W1, <www.viccs.vcn.bc.ca>

September 8, 2015

To: MIEDS Board of Directors

From: Cameron Bell, Economic Development Officer

Re: EDO Report

Finances

We have approximately \$11,000 in our NSCU account, and \$188,000 in our Q Trade account. We need Board authorization to transfer funds from the Q Trade account to the NSCU account to provide funds for payroll, operating, and project expenses this fall.

Recommendation: That the MIEDS Board approves a transfer of \$50,000 from the Q Trade account to the NSCU account.

Office Location

I met with Caitlin Blewett, GwaiiTel GM, to discuss the new office space and costs. We agreed to propose an all-inclusive rent of \$375/month to our boards. The breakdown is as follows:

Office Space	Utilities	Printer	Total
\$300 (1/3 of total)	\$50 (1/3 of hydro and internet)	\$25 (minimal usage)	\$375

This structure will be easier than trying to track exact internet, hydro, and printer usage. We will review the payment structure regularly to ensure it is effective and reasonable for both parties.

Recommendation: That MIEDS signs a 1-year rental agreement with GwaiiTel for \$375/month, including hydro, internet, and printer usage, starting Dec 1, 2015.

Tourism

Mary Lou has returned from holidays, and Flavien is finishing his contract within the next 6 weeks. The Facebook page and Twitter feed remain active, with 3 posts daily and comments being answered. We have also had substantial growth in our Instagram profile recently, due to German travel media staff brought to Haida Gwaii by NBCTA, and some photos posted by Destination BC. Email inquiries are being answered and blog entries are being created on a

weekly basis. Cameron is considering attending the NBCTA Conference and AGM in Prince George, Oct 1-2.

Visitor Exit Survey

The deadline for visitors to fill out the survey is September 8th. Just over 200 responses have been submitted, representing over 500 visitors (one response per group). Some evaluation and analysis will be completed prior to the Tourism Forum, where Cameron will be presenting the results. Additional data analysis will take place in the fall or winter, potentially with assistance from a UNBC class. These results will identify some strengths and areas for improvement in the islands' tourism industry, as well as advice for running surveys in the future.

CTO Funding and Projects

Cameron is finalizing our Marketing Plan with assistance from Mary Lou. We will be pursuing advertising opportunities that reach our target markets in the most effective means possible. Cameron is currently working on contracting video production services from a local film maker. The Community Tourism Opportunities funding program concludes this year. We will be researching and planning to apply for the Co-op Marketing Programs funding for next year.

Tourism Forum

The Tourism Forum, organized in collaboration with the CHN Tourism Committee and other stakeholders, will take place on September 19 at the Haida House at Tlaal. The event will include; Speaker Presentations on Local/Regional Opportunities, Panel Discussion on Business Financing Options, Training Sessions on Travel Trade, Aboriginal Tourism BC & Expedia.com, and Door Prizes. Cameron will be attending, and hopes to gather useful feedback on MIEDS' current operations and potential future role in the tourism industry.

Local Food Branding

Local Food materials have been distributed to 15 producers, 4 retailers, and 2 restaurants so far. Cameron is also delivering signs to school gardens and greenhouses. Cameron is working on a contract with Ruth Wheadon to conduct an evaluation of the program thus far, and identify next steps. This work is covered by the Investment Agriculture Foundation grant.

Small Business Support

The next Love Haida Gwaii Trade Show is October 19th at the Queen Charlotte Community Hall. Over 20 businesses have already signed up for tables. Mary Lou is working with Community Futures staff to organize the event and a business development workshop in the morning (accounting/bookkeeping has been suggested).

Initial reactions to the Business Walks concept have been very positive. Cameron will be developing a Report to Councils/Board, and work plan for the event. October 5-8 is currently proposed for the walks. Economic Development staff from Old Massett and Skidegate will also be informed and invited to conduct a Business Walk in their community. We may receive assistance from NDIT interns in conducting the walks and compiling feedback afterwards.

Grant Writer

Alissa has been working on a variety of grant applications and other projects to fill her hours.

Current grant applications include:

- HG Arts Council – Application to BC Arts Council
- Edge of the World Festival – Application to Canadian Heritage fund
- UBCM – rewriting application to fund solar panels instead of street lights
- Masset Fire Department – Gwaii Trust Community Innovation Grant for training

Other projects include:

- Developing a Human Resources policy for MIEDS, including a Remote Work policy and Vacation/Leave of Absence request forms
- Planning a Social Enterprise workshop with CFDC
- Grant research and list compilation
- Developing list of NFPs on Haida Gwaii

Potential future projects include:

- Several NDIT applications for infrastructure
- Masset – funding to meet with Old Massett, through Community to Community (C2C) program
- Port Clements – BC Hydro Emergency Operations Training funding

Community Forest

The CHN is in meetings with Cabinet Ministers in Victoria this week. Cameron will be writing a briefing note about the community forest for the MIEDS communities' meeting with Minister Thomson (which has not yet been confirmed. Representatives from Haida Gwaii are encouraged to speak with Jennifer Gunter (Executive Director) and Susan Mulkey (Outreach and Communications) from the BC Community Forest Association at the UBCM Tradeshow. They are very knowledgeable and helpful in all matters related to CFAs, including negotiations with the Province.

Memorandum of Understanding with CHN

The first draft of the MoU was circulated on September 3. The responses received thus far indicate general support for the concept. Additional clarification of details is needed, and will be discussed as we move forward with the CHN. The relationship with Taan is a significant piece that will require substantial work to develop.

Nick believes that Taan could provide MPS data to the province, and that a CF could still be realised within a few years. There are a number of other potential changes in forestry on HG that may be relevant. A cedar partition could be implemented, which would reduce the cedar harvest to sustainable levels. A thorough Timber Supply Review could result in a decreased AAC, and a potential re-allocation of tenures, creating an opportunity for the CFA to be issued. Both of these actions could happen with the next year or two.

Numbered Company – Ownership and Taxes

The Board moved to host an AGM for 0994943 BC Ltd at the last Board meeting, which has not yet been scheduled. MIEDS staff have recently met with Village of Queen Charlotte staff to discuss the structure and purpose of the company. The taxability of the company has recently been brought to our attention. The company is currently owned by MIEDS, and is subject to income tax as an independent private corporation. Based on profit of ~\$35,000 last year, the company would owe ~\$4,000 in taxes. That amount would be much higher in future years, as we continue to receive revenue from the last interim BCTS sale.

Corporations owned by municipalities are tax exempt as long as 90% of their business occurs within the boundaries of that municipality. The Village of Queen Charlotte has commissioned legal opinions in the past that confirm this. We believe that if we transferred the ownership of the numbered company to the member governments of MIEDS, it would become a municipal corporation with tax-exempt status. The CRA has given us an extension until mid-October to finalize our tax return for 2014. If we can make this change within a month, we could save money while addressing some concerns around accountability of forestry-related revenue.

MIEDS staff have heard concerns from several of the MIEDS member communities regarding communication and accountability of the organization in the past. Restructuring the numbered company could be a good step in earning trust and ensuring transparency in our decision-making. It is also possible that the numbered company could become the CF Corporation in the future. MIEDS staff would like to explore these options with legal assistance.

Recommendation: That MIEDS staff explore options and pursue a structure that allows 0994943 BC Ltd to be tax exempt.



Haida Gwaii Recreation Coordinator's Report

Month End: September 2015

Submitted By: Lucy Neville

The HG Recreation Commission has three categories, from September to May, which our programs fall into; Registered Programs, Drop-In 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 September 17th at the weight room in **Queen Charlotte** with a total of 6 participants and an additional orientation September 22nd with 1 participant; BCRPA instructor Amber Bellis held an orientation on September 22nd in **Port Clements** with a total of 2 participants.

Bike Re-Psych – In anticipation of more north-end repair workshops, the Bike Re-Psych mobile trailer has moved to **Masset** as of September 21st. Prior to its move, there were two final sessions held in **Queen Charlotte** with a total of 18 participants; the HG Semester students proved keen DIY mechanics. Cycle enthusiasts Cameron Bell, Cal Westbrook and Laura Bishop are on the roster to begin weekly repair sessions at George M Dawson in early October.

Alternate Fitness – septuagenarian super-instructor Harold White began the fall session of this program on September 17th, with a new location at the Masset Legion, with a slow start of 4 participants. This program is designed for those living with, or at risk for, chronic conditions such as osteoarthritis, diabetes, and osteoporosis.

Shito Ryu Adult and Youth Karate – Sensei Deavlan has kickstarted this program at **Queen Charlotte** Secondary School, which runs for its fourth consecutive year twice-weekly, and is attended by youth and adults ages 7-57. The program's long-standing attendees made the first month a roaring success and led to several new registrants; September saw a total of 37 participants.

Canadian Firearms Safety (PAL) Course – longtime HG Rec instructor Ron Haralson began this pre-requisite licensing course in **Queen Charlotte**, mid-September. The certification is required for all hunters as part of the foundation for the Possession and Acquisition License, and has a registered total of 17 participants.

Drop-In Programs

Queen Charlotte Secondary School Gym

Mondays:

Pickleball 6:00 – 8:00

Badminton 8:00 – 10:00

Tuesdays:

Indoor Soccer 8:30 – 10:00

Wednesdays:

Pickleball 6:00 – 8:00

Floor Hockey 8:00 – 10:00

Thursdays:

Adult PE 8:30 – 10:00

Fridays:

Youth Sports 6:00 – 8:00

Floor Hockey 8:00 – 10:00

George M. Dawson Secondary School Gym

Mondays:

Volleyball 7:00 – 9:00

Tuesdays:

Badminton 7:00 – 9:00

Wednesdays:

Sr Men's Basketball 7:00 – 9:00

Sk'aadga Naay Elementary School Gym

Thursdays:

Youth Floor Hockey 6:00 – 8:00

A.L. Mathers Elementary School Gym

Sundays:

Badminton 6:00 – 8:00

Fridays:

Floor Hockey 6:00 – 9:00

Events and Affiliated Programs

Gandlaay sii.ngaay'laa (Good Water Day) – in collaboration with the Haida Heritage Centre, HG Recreation co-hosted Gandlaay sii.ngaay'laa (Good Water Day) on September 6th in **Skidegate**, which included free paddleboarding lessons, a water-based Supernatural Beings tour of the Kay Centre, two presentations by the CHN Marine department, and a movie and slideshow with Parks Canada. A total of **143** community members learned more about the lore of Haida Gwaii, listened to the connections between terrestrial and marine life, jumped in the water, and tried out a new sport.

Wild Harvest Festival – featuring nature walks, ethnobotany talks, lots of feasting, and many a mushroom hunt, this first-ever festival in Sandspit was a roaring success. Host Flavien Mabit and an army of volunteers crafted a two-day event that was attended by over **70** community members and tourists. HG Recreation longtime instructor and Masset Lecture founder Stu Crawford hosted a lecture on bryophytes, liverworts and lichens, and HG ASSAI Coordinator Laura Bishop took participants on a mushroom tour for edible and interesting fungi.

Mount Moresby Adventure Camp – HG Rec held one three-day workshop for **23** staff and community youth workers this September, outlining guide and instructor roles regarding Duty of Disclosure when working with youth. This included a focus on education regarding neglect and abuse, implemented using the Red Cross' HEARD (Hear/Emphasize/Affirm/Report/Document) and DARE (Document/Affirm/Report-Refer/Establish) principles. These workshops were held prior to the grade 11 trips to MMAC, which again offered an ideal chance to put theory into practice and provided real-time scenarios and challenges.

HG ASSAI Programs

Kicking off the 2015/2016 school year, the HG After School Sport and Arts Initiative (ASSAI) program began its fifth year of programs on **Haida Gwaii** this September, and offers a wide variety of sport, art and cultural programs across the islands free to youth ages 5-18.

Youth Creative Dance (ALM) – 17
RunJumpThrow Sports (ALM) – 21
Sewing Club (ALM) – 8

September HG ASSAI Total: **46**

Total September 2015 participants in HG Rec programs/events: 367

** Total September 2014 participants in HG Rec programs/events: 342*

Upcoming Fall Classes

Circuit Fitness – newly-minted BCRPA instructor Amber Faktor will begin this intro to interval training mid-October at AL Mathers gymnasium in [Sandspit](#).

Intro to Pilates – BCRPA-certified instructor Debbie Beemer will begin this intro to Pilates, focusing on core strength development, balance and posture, mid-October at Tahayghen gymnasium in [Masset](#).

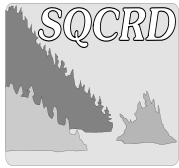
Canadian Firearms Safety (PAL) Course – by popular demand, this pre-requisite to obtaining a PAL (Possession and Acquisition License) will be offered in Masset and Port Clements this October.

7th Annual Surfing Expression Session – November 14th will be busy once again on North Beach, as experienced surfers are paired up with groms (inexperienced youth surfers) for a day of one-on-one lessons. November 15th will feature a plein-air painting course focusing on oceanscape art with renowned painter and graphic designer Rika.

HG ASSAI Programs – October's program roster features Acrobatic Dance, Surf Club, Pottery, Youth Photography Club, Graphic Arts and more.

Lucy Neville

Haida Gwaii Recreation Coordinator



REPORT

DATE: October 16, 2015

FROM: Joan Merrick, Consultant

SUBJECT: MIMC Financials – GST and Final Distribution

Recommendation:

THAT the Board receives the consultant's report "MIMC Financials – GST and Final Distribution";

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

BACKGROUND:

As previously reported, there were funds totaling over \$92,000 between the money transferred over to the RD when the MIMC bank account was closed and funds held by the RD that were originally allocated to cover 2014 expenses for MIMC and Sandspit Water. As per staff recommendations the funds were distributed as follows:

1. Sandspit Water

\$47,363.89	Transfer into the SS Water reserve
\$5,919.11	Hold as a surplus in SS Water

2. SS Community Hall - Set up \$15,000 deficit for future recovery

3. Loggers Sports Day – Pay \$3,500 to the LSD committee

4. Allocate the 2014 MIMC funding (\$35,000) back to the same functions that funded.

\$23,000	allocated to function 120 Electoral Area Admin
\$12,000	allocated to function 121 Electoral Area E Admin.

This left a balance of \$18,864 of unallocated funds once all adjustments for the 2014 year end were completed. Subsequently MIMC received and forwarded on the RD \$31,618 in GST refunds dating back to 2010.

DISCUSSION:

At the last Board meeting the Board requested that \$1,560 of the unallocated surplus be used to cover the cost of the consultant's time for her work on sorting out the financials. This would leave \$17,304 still unallocated.

The consultant has reviewed the GST refund and has allocated out the GST as follows:

- | | |
|----------------------|-------------|
| 1. SS Water | \$14,358.58 |
| 2. SS Community Hall | \$7,951.64 |

Leaving \$9,308.47 unallocated.

RECOMMENDATION:

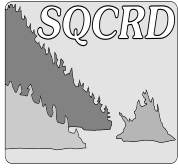
1. Remaining Unallocated funds: \$17,304 should be return to the original funders of MIMC based on a 2 thirds/ 1 third split the same as the grant has been funded in previous years.
 - Electoral Area Admin (function 120) \$11,536
 - Electoral Area Admin E only (function 121) \$5,768
2. GST
 - Allocate an additional \$3,876.14 to the Sandspit Hall which will eliminate the prior deficit and leave the hall with a clean slate for 2015.
 - Allocate \$400 to cover the consultants time for reviewing the GST
 - The remaining \$5,032.33 should be allocated to MIMC and flow into the committee funding for 2015.

MIMC GST

	Rebate	Water	Hall	Other	Total	
2010						
1st and 2nd Qtr	\$ 785.90			\$ 785.90	\$ 785.90	
3rd and 4th Qtr	\$ 2,256.32			\$ 2,256.32	\$ 2,256.32	
2011	\$ 19,421.45	\$ 6,611.74	\$ 7,284.39	\$ 5,525.32	\$ 19,421.45	-
2012	\$ 7,256.73	\$ 4,623.72	\$ 500.43	\$ 2,132.58	\$ 7,256.73	-
					\$ -	-
2013	\$ 1,898.29	\$ 3,123.12	\$ 166.82	-\$ 1,391.65	\$ 1,898.29	-
Total	<u>\$ 31,618.69</u>	<u>\$ 14,358.58</u>	<u>\$ 7,951.64</u>	<u>\$ 9,308.47</u>	<u>\$ 31,618.69</u>	
Re distribute			\$ 3,876.14	-\$ 3,876.14		
Total	<u><u>\$ 31,618.69</u></u>	<u><u>\$ 14,358.58</u></u>	<u><u>\$ 11,827.78</u></u>	<u><u>\$ 5,432.33</u></u>	<u><u>\$ 31,618.69</u></u>	

*

* reduced Hall deficit to 0



STAFF REPORT

DATE: October 16, 2015

TO: Doug Chapman, Chief Administrative Officer

FROM: Daniel Fish, Deputy Corporate Officer

SUBJECT: UBCM - Asset Management Planning Grant Funding

Recommendation:

THAT the staff report entitled “UBCM - Asset Management Planning Grant Funding” be received;

AND THAT the Board support the Skeena-Queen Charlotte Regional District’s funding application to the UBCM Asset Management Planning Program in the amount of \$10,000 to be used toward the Regional Recycling Facility Asset Management project.

BACKGROUND:

In March 2015, staff reviewed proponents’ responses to a Request for Proposal issued by the Skeena-Queen Charlotte Regional District (SQCRD) to complete an asset management plan for the Regional Recycling facility. The successful proposal from Sperling Hansen Associates and McElhanney valued the project at \$73,354, with \$57,121 projected for Part A of the project and \$16,233 projected for Part B of the project (Attachment A).

Additional costs for the overall management of the project were estimated by staff to be approximately \$10,000.

DISCUSSION:

In March 2015, the Board received a staff report entitled “Asset Management Planning Grants” which outlined two grant funding opportunities to be used toward the completion of the project: the Asset Management Capacity Building program and the UBCM Strategic Priorities Fund. At that same time, the Board resolved to support both applications for submission to the appropriate agencies.

In August 2015, staff were notified that grant funding in the amount of \$60,000 had been secured through from the Ministry of Community, Sport and Cultural Development through the Asset Management Capacity Building program, administered by Northern Development Initiative Trust.

At this time, staff have not been notified as to whether or not the grant funding application, in the amount of \$18,488, to the UBCM Strategic Priorities fund has been approved. Staff have been notified by UBCM that the approvals will likely be granted in November/December 2015.

At this time, staff is bringing forward an additional grant funding application to the UBCM Asset Management Planning program (Attachment B).

The intent of the program is to assist local governments in delivering sustainable services by extending and deepening asset management practices within their organizations. The program provides matching grants up to \$10,000 to support activities that advance a local government's asset management planning.

The development of an asset management plan, or a plan component, is included as an eligible activity under the funding program requirements.

The program can provide up to 50% of total project costs to the grant maximum of \$10,000, with the remainder required to be funded through community contributions. Community contribution can come from a number of sources including: cash contribution from the local government; in-kind contribution from the local government; third-party contribution; and other grant funding.

Grant funding applications for the UBCM Asset Management Planning program are due November 13, 2015.

RECOMMENDATION:

Given that, at this time, staff have not been provided a response in regard to the approval of funding through the UBCM Strategic Priorities program, and the deadline for application to the UBCM Asset Management Planning program is fast approaching, staff is recommending that the Board support the SQCRD's funding application to the UBCM Asset Management Planning in the amount of \$10,000 to be used toward the completion of the SQCRD Regional Recycling Facility Asset Management project.

Table 3-2 Budget for Three Alternate Asset Management Plans for the Regional Recycling Depot										McElhanney							SHA/McElhanney		
Task	Tony Sperling, P.Eng. Project Manager	Owen Carney, Carney's Waste Systems, Squamish	Mircea Cvaci, P.Eng. Senior Civil Engineer	Dr. Iqbal Bhuiyan, P.Eng. Senior Environmental Engineer	Barbara Ramza CAD/Design Technician	Anne Gallantry Office Assistant	SHA Fees	SHA Disbursements	SHA Total Costs	Selina Wilson, P.Eng. Project Manager	Jonathan Lambert, P.Eng. Structural Engineer	Terry Myhr, ASCT Senior Building Technologist	Sean Carlson, E.I.T. Environmental Engineer	McElhanney Fees	McElhanney Disbursements	McElhanney Total Costs	Total Fees	Total Disbursements	Total Costs
	\$215.00	\$145.00	\$130.00	\$132.00	\$93.00	\$75.00				\$162.00	\$162.00	\$142.00	\$108.00						
PART A																			
1 Background Review																			
1.1 Review SQCRD Solid Waste Management Plan	2			2			\$694	\$69	\$763				0.5	\$54	\$5	\$59	\$748	\$75	\$823
1.2 Review Rapid Industrial Development and Projected Growth in the Study Area	1	1		2			\$624	\$62	\$686	1			2	\$378	\$38	\$416	\$1,002	\$100	\$1,102
1.3 Review Recent Relevant Reports on Regional Solid Waste Management	2			2			\$694	\$69	\$763				0.5	\$54	\$5	\$59	\$748	\$75	\$823
Total for Background Review	5	1	0	6	0	0	\$2,012	\$201	\$2,213	1	0	0	3	\$486	\$49	\$535	\$2,498	\$250	\$2,748
2 Inventory Preparation																			
2.1 Physical Plant and Infrastructures	1	1					\$360	\$36	\$396	1	2	1		\$628	\$63	\$691	\$988	\$99	\$1,087
2.2 Tangible Assets	1	1					\$360	\$36	\$396					\$0	\$0	\$0	\$360	\$36	\$396
2.3 Recycling Facility Equipment	1	1					\$360	\$36	\$396					\$0	\$0	\$0	\$360	\$36	\$396
Total for Inventory Preparation	3	3	0	0	0	0	\$1,080	\$108	\$1,188	1	2	1	0	\$628	\$63	\$691	\$1,708	\$171	\$1,879
3 Condition Evaluation																			
3.1 Condition Evaluation of Physical Plant and Infrastructures (Incl. mob and Demob)	8	16					\$4,040	\$3,469	\$7,509		10	10		\$3,040	\$304	\$3,344	\$7,080	\$3,773	\$10,853
3.2 Condition Evaluation of Tangible Assets	2	2					\$720	\$72	\$792					\$0	\$0	\$0	\$720	\$72	\$792
3.3 Condition Evaluation of the Recycling Facility Equipment	2	2					\$720	\$72	\$792	1			6	\$810	\$81	\$891	\$1,530	\$153	\$1,683
3.4 Valuation of the existing Assets	2	2	2	1			\$1,112	\$111	\$1,223		4			\$648	\$65	\$713	\$1,760	\$176	\$1,936
3.5 Identification of Existing Deficiencies	1	2					\$505	\$51	\$556		4			\$648	\$65	\$713	\$1,153	\$115	\$1,268
3.6 Schedule for Replacement or Renewal	1		4				\$735	\$74	\$809		1			\$162	\$16	\$178	\$897	\$90	\$987
3.7 Cost Analysis for Capital Replacement or Repairs	1		8	1			\$1,387	\$139	\$1,526	1	8			\$1,458	\$146	\$1,604	\$2,845	\$285	\$3,130
3.8 Recommendations for Upgrades with Timelines and Cost Saving Measures	2						\$430	\$43	\$473	1	20		2	\$3,618	\$362	\$3,980	\$4,048	\$405	\$4,453
Total for Condition Evaluation	19	24	14	2	0	0	\$9,649	\$4,030	\$13,679	3	47	10	8	\$10,384	\$1,038	\$11,422	\$20,033	\$5,068	\$25,101
4 Operational Review																			
4.1 Efficiency Review of the Existing Facility	8	4		2			\$2,564	\$256	\$2,820					\$0	\$0	\$0	\$2,564	\$256	\$2,820
4.2 Future Projection of Growth and Service Demand Impacts over Next 10 Years	2	2		4			\$1,248	\$125	\$1,373	3			4	\$918	\$92	\$1,010	\$2,166	\$217	\$2,383
4.3 Estimation of Future Capacity Requirements	2	2	1	2			\$1,114	\$111	\$1,225					\$0	\$0	\$0	\$1,114	\$111	\$1,225
4.4 Recommendation on Potential Operation Changes	1	1					\$360	\$36	\$396					\$0	\$0	\$0	\$360	\$36	\$396
Total for Operational Review	13	9	1	8	0	0	\$5,286	\$529	\$5,815	3	0	0	4	\$918	\$92	\$1,010	\$6,204	\$620	\$6,824
5 Maintenance Review																			
5.1 Long Term Protection and Maintenance Plan for the Facility	4	4		2			\$1,704	\$170	\$1,874					\$0	\$0	\$0	\$1,704	\$170	\$1,874
5.2 Prepare Itemized Annual Maintenance Budget	2	2	4	2			\$1,504	\$150	\$1,654	1	4		2	\$1,026	\$103	\$1,129	\$2,530	\$253	\$2,783
Total for Maintenance Review	6	6	4	4	0	0	\$3,208	\$321	\$3,529	1	4	0	2	\$1,026	\$103	\$1,129	\$4,234	\$423	\$4,657
6 Ten Year Asset Management Plans (3 Alternate Service Levels)																			
6.1 Estimation of Annual Physical Plant Capital Expenditure	2	2	4	2			\$1,504	\$150	\$1,654					\$0	\$0	\$0	\$1,504	\$150	\$1,654
6.2 Operational Modification and Adjustments	1	1		1			\$492	\$49	\$541					\$0	\$0	\$0	\$492	\$49	\$541
6.3 Facility Maintenance	2	2					\$720	\$72	\$792					\$0	\$0	\$0	\$720	\$72	\$792
6.4 Financial Plan	1	1	4	2			\$1,144	\$114	\$1,258					\$0	\$0	\$0	\$1,144	\$114	\$1,258
6.5 Identification of External Bench Marks	1						\$215	\$22	\$237					\$0	\$0	\$0	\$215	\$22	\$237
6.6 Quantification of the Impact of Any Change in the Solid Waste Management Plan of SQCRD	1						\$215	\$22	\$237					\$0	\$0	\$0	\$215	\$22	\$237
6.7 Prioritized Action Schedule	1						\$215	\$22	\$237					\$0	\$0	\$0	\$215	\$22	\$237
6.8 Aggregate and Material Specific Cost Per Tonnage Calculations	1	1		2			\$624	\$62	\$686					\$0	\$0	\$0	\$624	\$62	\$686
6.9 Class D Cost Estimates	2		6				\$1,210	\$121	\$1,331		4			\$648	\$65	\$713	\$1,858	\$186	\$2,044
Total for Alternate Asset Management Plans	12	7	14	7	0	0	\$6,339	\$634	\$6,973	0	4	0	0	\$648	\$65	\$713	\$6,987	\$699	\$7,686
7 Reporting																			
7.1 Draft Reporting (70 % Completion Stage)	8		2	12	8	4	\$4,608	\$461	\$5,069	1	2		2	\$702	\$70	\$772	\$5,310	\$531	\$5,841
7.2 Final Reporting	4			4	2		\$1,574	\$157	\$1,731	1	2		1	\$594	\$59	\$653	\$2,168	\$217	\$2,385
Total for Reporting	12	0	2	16	10	4	\$6,182	\$618	\$6,800	2	4	0	3	\$1,296	\$130	\$1,426	\$7,478	\$748	\$8,226
Total Hours	70	50	35	43	10	4	\$33,756			11	61	11	20	\$15,386					
Total Engineering Costs for PART A:	\$15,050.00	\$7,250.00	\$4,550.00	\$5,676.00	\$930.00	\$300.00	\$33,756	\$6,441	\$40,197	\$1,782.00	\$9,882.00	\$1,562.00	\$2,160.00	\$15,386	\$1,539	\$16,925	\$49,142	\$7,979	\$57,121
PART B																			
8 Possible Additional Work																			
8.1 Conceptual Schematic Plans	4			4	8		\$2,132	\$213	\$2,345					\$0	\$0	\$0	\$2,132	\$213	\$2,345
8.2 Conceptual Master Plan Drawings	6			6	12		\$3,198	\$320	\$3,518					\$0	\$0	\$0	\$3,198	\$320	\$3,518
8.3 Conceptual Facility Upgrade Flow Diagram and Process Analysis	8	8		4	16		\$4,896	\$490	\$5,386					\$0	\$0	\$0	\$4,896	\$490	\$5,386
Total for Additional Work	18	8	0	14	36	0	\$10,226	\$1,023	\$11,249	0	0	0	0	\$0	\$0	\$0	\$10,226	\$1,023	\$11,249
Total Engineering Costs for PART B:	\$3,870.00	\$1,160.00	\$0.00	\$1,848.00	\$3,348.00	\$0.00	\$10,226	\$1,023	\$11,249					\$0	\$0	\$0	\$10,226	\$1,023	\$11,249
9 Results Workshop with SQCRD (Optional)																			
9.1 Full Day Workshop with the SQCRD	16	0					\$3,440	\$1,544	\$4,984		0			\$0	\$0	\$0	\$3,440	\$1,544	\$4,984
Total Optional Cost :							\$3,440	\$1,544	\$4,984					\$0	\$0	\$0	\$3,440	\$1,544	\$4,984

Asset Management Planning Program

E-mail: lgps@ubcm.ca
525 Government Street, Victoria, BC, V8V 0A8

2016 APPLICATION FORM

Completed application forms and required attachments are due no later than **November 13, 2015**.
Please type directly in this form or print and complete. Attach additional pages if required.

Questions? Contact Local Government Program Services at lgps@ubcm.ca or (250) 356-2947.

Applicant Information

Local Government: Skeena - Queen Charlotte Regional District	<u>Complete Mailing Address:</u>14-342 3rd Avenue West
Contact Person: Daniel Fish	Position: Deputy Corporate Officer
Phone: 250-624-2002, X2	E-mail: info@sqcrd.bc.ca

1. PROJECT INFORMATION

Project title: Regional Recycling Depot Asset Management Plan

Proposed project start and end dates: Start: 01/08/2015 End: 30/12/2016

Total Project Budget: \$83,682.53

2. CURRENT STATUS OF ASSET MANAGEMENT EXPERTISE (based on self assessment).

Please select your current status and provide a description of current level of asset management expertise.

Beginner Intermediate **Advanced**

The Project will be completed by the team of professionals outlined in the attached Sperling Hansen Associates, McElhanney and Carney Proposal, who have expertise in Asset Management Planning and in undertaking similar projects as this. Additionally, the SQCRD has a very strong local team. The SQCRD's Superintendent of Waste Management, Tim Deschamps, has many years of experience with the Recycling Depot and helped to develop and refine the RFP for the project. Tim will assist through the provision of statistical and logistical data and other information as needed, as well as provide the practical management insight that can only be gained in the field. The SQCRD also retains a long-term independent consultant with extensive experience in the field who will be managing the project.

3. PROPOSED ACTIVITIES. Please describe the specific activities you plan to undertake, i.e. baseline assessment, asset management policy, asset management plan, training, etc.

The SQCRD Regional Recycling Depot Asset Management Planning project will be carried out in two parts. The first will be focused on the development of three Ten-Year Asset Management Plans based on a tiered expectation of development intensity. This phase will include: the following components: Background review, an Inventory of the asset; Condition Evaluations such as identification of deficiencies and recommendation for upgrades with timelines; an Operational Review of changes needed in response to future capacity requirements; a Maintenance Review including a maintenance budget; development of three alternate service level Asset Management Plans based on a tiered expectation of development intensity; and Identification of external benchmarks and Prioritized Action Schedule to inform financial and operating decisions. The second part of this initiative will be to develop the tools to support implementation of the plan including development of schematic plans and drawing, creation of conceptual master plans, and development of conceptual facility upgrade flow diagram and process analysis. This project will also include reporting and a full day workshop with the SQCRD. Details are described in the attached Sperling Hansen Associates, McElhanney and Carney Proposal.

4. INTENDED OUTCOMES, DELIVERABLES, AND IMPACTS ON LOCAL GOVERNMENT.

What will your project achieve? What will be the specific deliverables? List any policies, practices, plans or local government documents that will be developed or amended as a result of your project.

There are three primary outcomes of this project:

1. An understanding of the current asset capacity,
2. A clearer understanding of the current and potential demands on the regional recycling facility and gaps in service, and finally
3. A thorough response management plan.

The deliverable for this project is the development of a Comprehensive Asset Management Plan that will include within it, three alternative service level asset management plans including:

- An inventory of the assets currently used in the recycling operation and planning for their maintenance, renewal, or replacement.
- A protection plan for assets and cost savings over the long term.
- A strategy for an appropriate response to a wide range of potential economic outcomes or developments, including a reasonable forecast of service demand impacts over the next ten years.
- A tool for better financial analysis, a more accurate annual budget process, and more reliable human resource planning.
- Visuals for process analysis and decision-making.

The primary document developed as a result of this project will be a Comprehensive Asset Management Plan for the SQCRD Recycling Depot that will help to:

- Improve efficiencies and reduce disruption of service for a crucial recycling services asset in the community.
- Enhance awareness of the degree of economic sustainability in the Recycling Operation.
- Increase the SQCRD's ability to provide reliable cost estimates for recycling services to major industrial clients and to forecast the ongoing role and extent of public subsidization of the Prince Rupert Recycling facility.
- Develop a better understanding of the economic growth in the region and the appropriate moment to make decisions for major recycling infrastructure re-investment and/or timely expansion of services.
- Establish an improved facility that will also help to ensure a cleaner environment by reducing the amount of solid waste that goes to landfills.

5. ADDITIONAL COMMENTS - Please use this space to add any additional comments.

\$60,000 has been secured as of August 2015 for this project from a joint partnership between the Northern Development Initiative Trust and the Province under the Asset Management Capacity Building Program. This funding was a result of increased demand from local governments in British Columbia to address serious infrastructure and capacity issues in light of the proposed development in our region.

The project will be completed by the professional consulting firms, Sperling Hansen Associates, McElhanney and Carney, who have experience in Asset Management Planning. The contract for part 1 of this initiative has been awarded with the expectation that Part 2 will be completed between March 2016 and December 2016, once funds are secured. Details are described in the attached Sperling Hansen Associates, McElhanney and Carney Proposal.

6. REQUIRED ATTACHMENTS - Please submit the following with your application:

Council/Board Resolution – Indicating local government support for the proposed project and a willingness to provide overall grant management

Detailed budget

7. SIGNATURE – Applications are required to be signed by the local government applicant. Please note all application materials will be shared with the Province.

Signature

Name and Title

Please send the completed application form and all attachments as an e-mail attachment to Local Government Program Services (UBCM) at lgps@ubcm.ca.

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**BYLAW NO. 602, 2015****BEING A BYLAW TO ESTABLISH A RESERVE FUND FOR HAIDA GWAI RECREATION**

WHEREAS, pursuant to Section 814 of the *Local Government Act*, the Board of the Skeena-Queen Charlotte Regional District may, by bylaw, establish a reserve fund under Section 188 of the *Community Charter*;

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

1. Citation

The Bylaw may be cited as the “Skeena-Queen Charlotte Regional District Haida Gwaii Recreation Reserve Fund Establishment Bylaw No. 602, 2015.”

2. The Reserve

- 2.1. There shall be and is hereby established a reserve fund to be known as the Skeena-Queen Charlotte Regional District Haida Gwaii Recreation Reserve Fund (the “Reserve Fund”).
- 2.2. Monies from current revenues or, as available from General Revenue surplus of the Haida Gwaii Recreation service, or as otherwise provided in the *Local Government Act*, may from time to time, be paid into the Reserve Fund.
- 2.3. Monies set aside shall be deposited and invested, in a manner provided by the *Local Government Act* until required to be expended.

2.4. Monies in the Reserve Fund shall be used for any of the following purposes:

- I. Unanticipated expenditures for operations;
- II. Funding one time projects;
- III. Mitigation of sudden and marked increases to taxation and/or fees; and
- IV. Capital acquisition and maintenance.

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

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

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

ADOPTED this _____ day of _____, 2015.

Barry Pages
Chair

Doug Chapman
Corporate Officer



Prince Rupert
Gas Transmission Project

PRGT Project

Activity Update #28

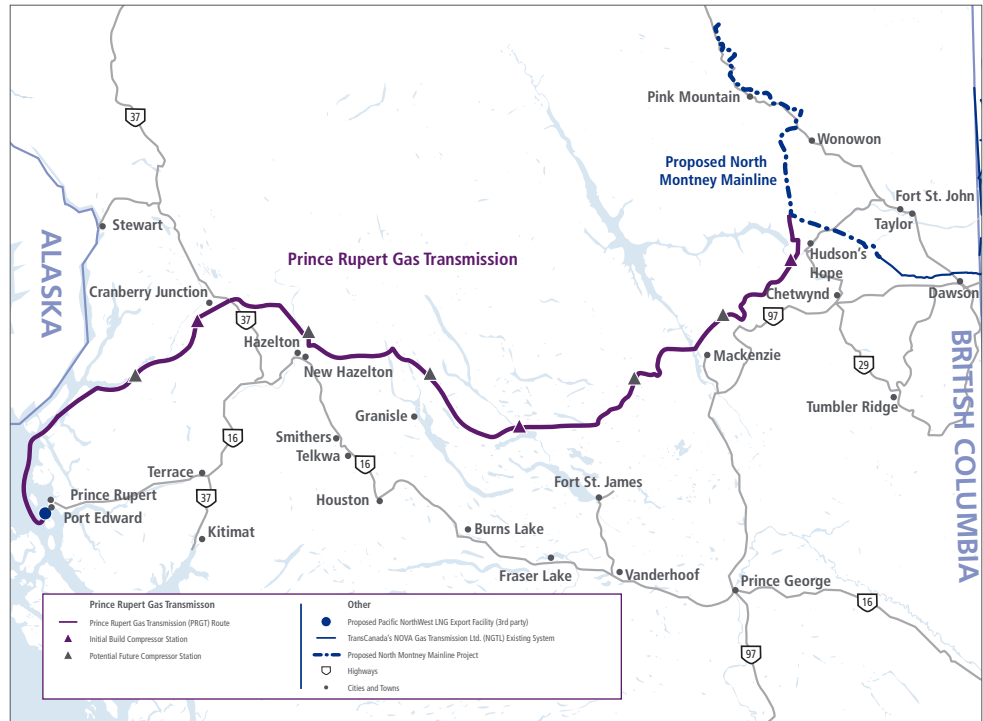
September – October 2015

PRGT Project Activity Update #28

About the Project

The proposed Prince Rupert Gas Transmission (PRGT) Project is an approximately 900 kilometre natural gas pipeline to be routed from north of Hudson's Hope B.C. to the proposed Pacific NorthWest LNG export facility on Lelu Island within the District of Port Edward. Upon receiving all approvals, PRGT will be constructed and operated with safety and environmental stewardship as top priorities.

Once it's operating, the project will generate an estimated \$25 million each year in property taxes. This revenue will help support school and hospital districts, emergency services, recreation services, recycling programs and other local programs vital to sustaining strong communities.



Project Updates

PRGT continues to progress project development activities, including engagement with community and Aboriginal groups in preparation for the commencement of pipeline construction activities. The start date of this construction activity is dependent on PRGT's receipt of all required permits and is aligned with Pacific NorthWest LNG's (PNW LNG) federal regulatory approvals. It is also dependent on PNW LNG making a final decision to proceed.

Once these approvals have been granted, PRGT will begin site preparation at camp locations and other ancillary sites. Following this initial construction activity, right-of-way clearing would begin with commencement of pipeline construction activities shortly thereafter.

Over the coming months, PRGT will be directly engaging with Aboriginal groups, communities, and businesses to share information about opportunities in advance of pipeline construction activities.

Please visit our website for more information on contracting opportunities at:

<http://www.princerupertgas.com/jobsandbenefits/contracting-and-jobs/>.

Regulatory Update

Since the beginning of May, PRGT has received construction permits from the BC Oil and Gas Commission (BC OGC). The permits include conditions related to notification and reporting, heritage conservation, First Nations engagement, land clearing, wildlife, terrain stability, stream crossings, and engineering. To date, PRGT has received four pipeline construction permits from the OGC, which represent approval for construction work stretching from the eastern end of the route near Hudson's Hope to just north of Hazelton, as well as two compressor station permits. In total, TransCanada has applied for 11 pipeline and facilities permits from the BC OGC and anticipates a decision on the remaining permits in the coming weeks.

In addition to permits required from the BC OGC, PRGT has started to secure Temporary Use Permits, where necessary, related to the project's camp, stockpile, and laydown sites from Regional Districts and municipalities across the route. We will continue to engage and work with these stakeholders to ensure all conditions of the permits are met as we move into construction.

PRGT Project Activity Update #28

Field Work

Project field crews have now begun site assessment work in the Nisga'a area. This particular work will help to determine the suitability of selected mix bury cover sites. Geotechnical work in the Nass area has also recently started and will be undertaken to investigate area camp sites.

With respect to environmental field work, several field programs including archeology, fisheries, and vegetation studies are still

active. PRGT has also commenced our field flagging program for environmental features along the right of way and at ancillary sites.

For questions related to this and any field work, please don't hesitate to contact us using the phone number or email address provided at the end of the newsletter.

In the Community

Sept 21-25: Union of BC Municipalities (UBCM) Convention and AGM

- TransCanada is proud to once again sponsor the UBCM Convention and AGM, held at the Vancouver Convention Centre.

Oct 14-16: International LNG in BC Conference

- TransCanada will be participating in this year's International LNG in BC Conference, held at the Vancouver Convention Centre. Look for TransCanada's Greg Cano who will be speaking on the Technology & Innovation in Pipeline Monitoring panel.

Skills Training and Education

TRICORP Partnership

TransCanada was proud to announce our skills training partnership with TRICORP at an event on September 10 in Prince Rupert. The \$250,000 donation will help address the need for greater access to essential skills and employment readiness training for Aboriginal people within Northern B.C. communities. Specifically, the donation will help support TRICORP program costs, curriculum development, staff training, and program materials.

Chief Clarence Nelson of Metlakatla provided a welcome to the territory and addressed the first group of students, who started the program the week of September 7, with words of encouragement. The announcement was followed by a Pipeline 101 presentation given by Jamie Fantozzi from PRGT's construction team, where details about pipeline construction activities were provided to TRICORP students. Two similar programs will be held over the next year in various locations to benefit Aboriginal students across the northwest.



A Haida dance group performs for the attendees at the announcement of TransCanada's partnership with TRICORP

Investing in the Community

Mackenzie Nature Observatory Bird Banding Station

For the third year, PRGT staff volunteered at the Mackenzie Nature Observatory (MNO) Bird Banding Station at Mugaha Marsh. This record-breaking year saw three banders and many new and returning volunteers out at the site to collect valuable data on migratory birds in the area such as the Ruby Crowned Kinglet, American Redstart, and Orange Crowned Warbler. As the new birds were banded, information

such as weight, wing length, fat, moult, age, and gender was collected, while returning birds were recorded against their last collected data. The day we were at the site, banders broke the previous record of 610 Ruby-Crowned Warbler recorded in a year by collecting information on this year's 612th. Thank you to MNO for inviting us to be a part of this important initiative!



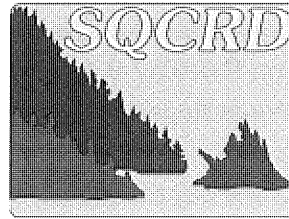
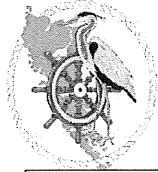
Bird banders and volunteers work together at the station to record valuable data on the area's birds

Mackenzie Friday Free Swim and Leisure Fair

PRGT was back at the Mackenzie Recreation Centre to kick off our third annual Friday Free Swim. This event saw over 170 attendees come out to enjoy the swimming and fitness facilities free of charge as a result of TransCanada's sponsorship of the event.

The following day, we were excited to participate for the first time in the Mackenzie Leisure Fair, also held at the Rec Centre. This well-attended event allows Mackenzie families to come out and register for the upcoming year's activities in one spot and gather information on the many organizations, clubs, and activities Mackenzie has to offer. We had a great time hosting a BBQ with the Mackenzie Figure Skating Club and raising funds for their local participants.





September 23, 2015

To:

Re:

The communities of Haida Gwaii would like to invite Canada Revenue Agency to come to Haida Gwaii to review the amenities and challenges we face and compare this against the parameters of the Northern Residents Allowance. We request this for two reasons:

1. Since the inception of the Northern Residents Allowance in 1987 there has only been one review of the amount of this deduction which resulted in a 10% increase whereas the overall value of this deduction has decreased in excess of 60%.
2. The current geographic boundaries upon which the zones are based do not reflect the actual cost of living that isolated, not necessarily northern, residents face.

To emphasize these issues this summer we conducted a "bag of groceries" comparison among several communities in British Columbia and compared them with Haida Gwaii. The results of this survey are attached.

Secondly, actions by other levels of government have had a negative impact on Haida Gwaii which may not be known by Revenue Canada. For example, over a decade ago when Haida Gwaii was still privy to the full Northern Residents Allowance we used to have mail delivered by air to the islands 5 days per week. Since our allowance has been cut in half we now only have mail delivery twice per week by ferry. Additionally, when we had the full allowance we used to have 4 ferry crossings per week in winter and 6 per week in summer. We now have 2 crossings per week in winter and 5 in summer. Haida Gwaii does not have access to most medical specialists – two very common services people regularly access are orthodontists and optometrists. If a person gets braces they will need to be checked monthly over the course of 12-24 months depending on the patient. The actual appointment to check on them is very short – less than a half an hour. Prior to losing our full Northern Residents Allowance someone with braces could travel over to Prince Rupert (the closest service) on the ferry on a Monday morning and come back on a Monday evening, they could be a walk on passenger to further reduce costs and simply secure a cab ride to and from their orthodontist appointment and the BC ferry

terminal – this entire trip cost in the neighbourhood of \$75.00. With the reduction in ferry service this same one half hour appointment requires a person to leave Haida Gwaii on Tuesday at 10am and arrive back on Haida Gwaii on Thursday at 4pm – this trip now requires 3 days commitment and two night's accommodation in Prince Rupert bringing the cost closer to \$400 – yet we are only eligible for half the Northern Residents allowance now. Alternatively they could choose to fly to Prince Rupert so that they would only have a one day commitment – this round trip flight on Inland Air – the only direct air service to Prince Rupert – costs \$466.65 per person.

By signing below, the leaders of the communities of Haida Gwaii formally request that Canada Revenue Agency take a hard look at the purpose of the Northern Residents Allowance and decide whether or not it is being met as it currently exists.

Sincerely,

Mayor Andrew Merilees – Village of Masset

Mayor Greg Martin – Village of Queen Charlotte

Mayor Ian Gould – Village of Port Clements

Chair Barry Pages – Skeena Queen Charlotte RD

Chief Councillor Bill Yovanovitch – Skidegate

CC: Union of BC Municipalities, Federation of Canadian Municipalities, Nathan Cullen MP