



**NORTH COAST REGIONAL DISTRICT  
REGULAR BOARD MEETING**

**AMENDED AGENDA**

Held at 344 2<sup>nd</sup> Avenue West in Prince Rupert, B.C.  
Friday, October 21, 2016 at 7:00 PM

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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 September 23, 2016	Pg 1-9
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**4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING**

4.1	Minutes of the Regional Recycling Advisory Committee meeting held July 13, 2016	Pg 10-11
4.2	Minutes of the Moresby Island Management Standing Committee meeting held September 6, 2016	Pg 12-14

**5. DELEGATIONS**

<u>Add:</u> <u>5.1</u>	D. Baker, Community Relations Advisor, Pacific Northwest LNG – Pacific Northwest LNG Project Update	Pg 14a-k
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**6. FINANCE**

6.1	J. Musgrave, Administrative Assistant – Cheques Payable over \$5,000 for September, 2016	Pg 15
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**7. CORRESPONDENCE**

7.1	Vancouver Island Regional Library – Adopted 2017 – 2021 Financial Plan	Pg 16-36
7.2	Honourable Todd Stone, Minister of Transportation and Infrastructure – Nominations for New Stop of Interest Signs	Pg 37-38
7.3	Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development – Ride Sourcing in B.C.: Stakeholder Engagement Summary	Pg 39-51
7.4	Green Communities Committee – Commitment to the Climate Action Charter	Pg 52-54
7.5	Canadian Union of Postal Workers – Another Opportunity to Have Your Say in Canada Post Review	Pg 55-57
7.6	Local Government Management Association – 2015 Annual Report	Pg 58
7.7	British Columbia Utilities Commission – BC Hydro and Power Authority and Fortis BC Inc. – Residential Inclining Block Rate Report to the Government of B.C.	Pg 59-60
7.8	Prince Rupert Port Authority – RE: Standing Committee of North Coast Port Municipalities	Pg 61-63
<u>Add:</u> <u>7.9</u>	Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource Operations – RE: Proposed Aurora LNG Project Footprint Incursion into the Dodge Cove Official Community Plan and Provincial Permitting Process	Pg 63a-d

**8. REPORTS / RESOLUTIONS**

8.1	D. Fish, Corporate Officer – October 5, 2016 Correspondence Board – RE: Improved Passenger Ferry Service to Dodge Cove	Pg 64-72
8.2	D. Fish, Corporate Officer – Municipal Name Change to the North Coast Regional District	Pg 73-75
8.3	D. Lomax, Recreation Coordinator – Haida Gwaii Recreation Quarterly Reporting: July – September, 2016	Pg 76-81
8.4	S. Gill, Treasurer – Electoral Area Permissive Tax Exemptions	Pg 82-84
<u>Add:</u> <u>8.5</u>	D. Fish, Corporate Officer – Regional Recycling Facility Asset Management	Verbal

**9. BYLAWS**

9.1	Bylaw No. 607, 2016 – Being a bylaw to exempt certain lands and improvements from regional district property taxation for the year 2017 <b><i>Prior to being given first, second, third readings and adoption.</i></b>	Pg 85-87
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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
<u>Add:</u> <u>11.2</u>	Sandspit Water System Review Advisory Committee Term Extension	Pg 87a-b

**12. OLD BUSINESS**

12.1	Ministry of Environment - Prince Rupert Airshed Study Summary	Pg 88-97
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**13. PUBLIC INPUT****14. IN-CAMERA**

That the public be excluded from the meeting according to section 90(1)(a) 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."		-----
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**15. ADJOURNMENT**



## 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, September 23, 2016 at 7:00 PM.

### PRESENT

### PRIOR TO ADOPTION

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

### 1. CALL TO ORDER 7:00 p.m.

### 2. AGENDA

MOVED by Director Kinney, SECONDED by Director Racz, that the September 23, 2016 Skeena-Queen Charlotte Regional District amended agenda be further amended and adopted to include the following:

- 8.6 B. Pages, Chair – Northern Mayor's and Chair's Roundtable & Northwest B.C. Resource Benefits Alliance

**279-2016**

**CARRIED**

### 3. MINUTES & BUSINESS ARISING FROM MINUTES

- 3.1 Minutes of the Regular Meeting of the Skeena-Queen Charlotte Regional District Board held August 12, 2016

MOVED by Director Franzen, SECONDED by Director Brain, that the minutes of the August 12, 2016 Skeena-Queen Charlotte Regional District Regular Board meeting be adopted as presented.

**280-2016**

**CARRIED**

### 3.2 Rise and Report – August 12, 2016

MOVED by Director Nobels, SECONDED by Director Martin, that the report from staff, dated August 12, 2016, entitled “Human Resources Update” be received;

AND THAT, in accordance with section 236 of the *Local Government Act*, Daniel Fish be appointed as Corporate Officer of the Skeena-Queen Charlotte Regional District;

AND THAT, in accordance with section 236 of the *Local Government Act*, Doug Chapman be appointed as Deputy Corporate Officer of the Skeena-Queen Charlotte Regional District;

AND FURTHER THAT the revised salary for the Corporate Officer be included in future years financial plans.

IC048-2016

CARRIED

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

### 4.1 Minutes of the Moresby Island Management Standing Committee meeting held June 7, 2016

MOVED by Director Brain, SECONDED by Director Martin, that the minutes from the Moresby Island Management Standing Committee meeting held June 7, 2016 be received as presented.

**281-2016**

**CARRIED**

### 4.2 Minutes of the Electoral Area Advisory Committee meeting held August 12, 2016

MOVED by Director Franzen, SECONDED by Director Gould, that the minutes from the Regular Meeting of Electoral Area Advisory Committee held August 12, 2016 be received as presented.

**282-2016**

**CARRIED**

### 4.3 Recommendations Coming Forward from the September 1, 2016 Meeting of the Electoral Area Advisory Committee

MOVED by Director Gould, SECONDED by Director Franzen, that the recommendations coming forward from the September 1, 2016 Electoral Area Advisory Committee meeting be received for information.

**283-2016**

**CARRIED**

## 5. DELEGATIONS

None.

**6. FINANCE**

- 6.1 J. Musgrave, Administrative Assistant – Cheques Payable over \$5,000 for August, 2016

MOVED by Director Kinney, SECONDED by Director Brain, that the staff report on Cheques Payable over \$5,000 issued by the Skeena-Queen Charlotte Regional District for August, 2016 be received and filed.

**284-2016**

**CARRIED**

**7. CORRESPONDENCE**

- 7.1 Honourable Marc Garneau, Minister of Transport – RE: Appointment to the Prince Rupert Port Authority

MOVED by Director Franzen, SECONDED by Director Gould, that the correspondence from the Honourable Marc Garneau, Minister of Transport with regard to appointment to the Prince Rupert Port Authority Board of Directors be received and filed.

**285-2016**

**CARRIED**

- 7.2 Union of B.C. Municipalities – 2016/17 Regional Community to Community Forum – Funding Approval

MOVED by Director Franzen, SECONDED by Director Brain, that the correspondence from the Union of B.C. Municipalities with regard to funding for the 2016/17 Community to Community forum be received.

**286-2016**

**CARRIED**

- 7.3 Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource Operations – RE: Proposed Aurora LNG Project Footprint Incursion into the Dodge Cove Official Community Plan and Provincial Permitting Process

MOVED by Director Franzen, SECONDED by Director Brain, that the correspondence from the Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource Operations with regard to the Proposed Aurora LNG Project Footprint Incursion into the Dodge Cove Official Community Plan and Provincial Permitting Process be received and filed.

**287-2016**

**CARRIED**

- 7.4 Northern Health Authority – Union of BC Municipalities Convention

MOVED by Director Franzen, SECONDED by Director Kinney, that the correspondence from the Northern Health Authority with regard to the 2016 UBCM Convention be received.

**288-2016**

**CARRIED**

- 7.5 Corporation of the Village of New Denver – UBCM Resolution B-5; Fire Underwriters Survey

MOVED by Director Franzen, SECONDED by Director Brain, that the correspondence from the Corporation of the Village of New Denver with regard to UBCM Resolution B-5 be received for information.

**289-2016**

**CARRIED**

- 7.6 Community Development Institute – Northern BC Housing Conference

MOVED by Director Gould, SECONDED by Director Brain, that the correspondence from the Community Development Institute with regard to the Northern BC Housing Conference be received for information.

**290-2016**

**CARRIED**

- 7.7 Province of B.C. – Small Business Roundtable's Open for Business Awards

MOVED by Director Franzen, SECONDED by Director Kinney, that the correspondence from the Province of BC with regard to the Small Business Roundtable's Open for Business Awards be received.

**291-2016**

**CARRIED**

- 7.8 BC Road Builders and Heavy Construction Association – 2016 Strategic Workplan

MOVED by Director Franzen, SECONDED by Director Gould, that the correspondence from the BC Road Builders and Heavy Construction Association with regard to its 2016 Strategic Workplan be received.

**292-2016**

**CARRIED**

- 7.9 Prince Rupert Port Authority – RE: Standing Committee of North Coast Port Municipalities

MOVED by Director Gould, SECONDED by Director Kinney, that the correspondence from the Prince Rupert Port Authority with regard to the Standing Committee of North Coast Port Municipalities be received;

AND THAT the correspondence from the Prince Rupert Port Authority be tabled until the October 21, 2016 Skeena-Queen Charlotte Regional District Board meeting.

**293-2016**

**CARRIED**

*Director Brain requested that the correspondence from the Prince Rupert Port Authority and the District of Port Edward with regard to the Standing Committee of the North Coast Port Municipalities be provided to him for consideration at a future City of Prince Rupert Council meeting.*

- 7.10 B.C. Environmental Assessment Office – RE: Proposed Aurora LNG Project Footprint Incursion into the Dodge Cove Official Community Plan and Provincial Permitting Process

MOVED by Director Franzen, SECONDED by Director Brain, that the correspondence from the B.C. Environmental Assessment Office with regard to the Proposed Aurora LNG Project Footprint Incursion into the Dodge Cove Official Community Plan and Provincial Permitting Process be received;

AND THAT staff with the B.C. Environmental Assessment Office and Nexen Energy ULC be invited to attend a future meeting of the Board of the Skeena-Queen Charlotte Regional District.

**294-2016**

**CARRIED**

- 7.11 BC Timber Sales – Pacific TSA Timber Supply Review – Analysis Report Review and Comment

MOVED by Director Gould, SECONDED by Director Franzen, that the correspondence from BC Timber Sales with regard to the Pacific TSA Timber Supply Review be received.

**295-2016**

**CARRIED**

- 7.12 Honourable Minister Fassbender, Minister of Community, Sport and Cultural Development – Northwest B.C. Resource Benefits Alliance 2016 UBCM

MOVED by Director Racz, SECONDED by Director Brain, that the correspondence from the Honourable Minister Fassbender, Minister of Community, Sport and Cultural Development with regard to the Northwest B.C. Resource Benefits Alliance be received and filed.

**296-2016**

**CARRIED**

## **8. REPORTS – RESOLUTIONS**

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

MOVED by Director Gould, SECONDED by Director Kinney, that the report from staff entitled “Support for Participation of the “Shakeout BC Drill”” be received;

AND THAT the Board hereby approve participating in the “Great BC Shakeout” on October 20, 2016 at 10:20 a.m.

**297-2016**

**CARRIED**

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

MOVED by Director Racz, SECONDED by Director Gould, that the report from staff entitled “UBCM Meeting Requests Updated” be received for information.

**298-2016**

**CARRIED**



MOVED by Director Racz, SECONDED by Director Gould, that the September 28, 2016 scheduled meeting with Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource Operations, be cancelled.

**299-2016****CARRIED**

- 8.3 D. Fish, Deputy Corporate Officer – October 21, 2016 SQCRD Regular Board Meeting

MOVED by Director Franzen, SECONDED by Director Kinney, that the report from staff entitled “October 21, 2016 SQCRD Regular Board Meeting” be received;

AND THAT the October 21, 2016 Regular meeting of the Skeena-Queen Charlotte Regional District Board be held at 344 2<sup>nd</sup> Avenue West in Prince Rupert, B.C. at 7:00 p.m.

**300-2016****CARRIED**

- 8.4 S. Gill, Treasurer – Electoral Area Permissive Tax Exemptions

MOVED by Director Racz, SECONDED by Director Gould, that the report from staff entitled “Electoral Area Permissive Tax Exemptions” be received;

AND THAT the report from staff entitled “Electoral Area Permissive Tax Exemptions” be tabled until the October 21, 2016 Regular meeting of the Board of the Skeena-Queen Charlotte Regional District.

**301-2016****CARRIED**

- 8.5 D. Fish, Deputy Corporate Officer – Marine Safety Consultation

MOVED by Director Gould, SECONDED by Director Franzen, that the report from staff entitled “Marine Safety Consultation” be received;

AND THAT staff prepare a submission to the Government of Canada’s marine safety consultation on behalf of the Skeena-Queen Charlotte Regional District for review and submission by the Board.

**302-2016****CARRIED**

- 8.6 B. Pages, Chair – Northern Mayor’s and Chair’s Roundtable and Northwest B.C. Resource Benefits Alliance

MOVED by Director Kinney, SECONDED by Director Franzen, that the verbal report from Chair Pages entitled “Northern Mayor’s and Chair’s Roundtable and Northwest B.C. Resource Benefits Alliance” be received for information.

**303-2016****CARRIED**

**9. BYLAWS**

- 9.1 Bylaw No. 607, 2016 – Being a bylaw to exempt certain lands and improvements from regional district property taxation for the year 2017

MOVED by Director Gould, SECONDED by Director Franzen, that Bylaw No. 607, 2016 be tabled until the October 21, 2016 Regular meeting of the Skeena-Queen Charlotte Regional District Board.

**304-2016**

**CARRIED**

**10. LAND REFERRALS / PLANNING**

- 10.1 M. Williams, Planning Consultant – Land Referral: Ministry of Transportation and Infrastructure – Proposal for Map Reserve; Quarrying

MOVED by Director Racz, SECONDED by Director Bergman, that the report from staff entitled “Land Referral: Ministry of Transportation and Infrastructure – Proposal for Map Reserve; Quarrying” be received.

**305-2016**

**CARRIED**

MOVED by Director Racz, SECONDED by Director Brain, that Satish Prasad, Provincial Aggregate Manager, Ministry of Transportation and Infrastructure, be invited to appear before the Board of the Skeena-Queen Charlotte Regional District as a delegation at a future meeting date.

**306-2016**

**CARRIED**

**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 Brain – City of Prince Rupert

- Director Brain attended meetings in Petersburg, Alaska to discuss the Alaska Marine Highway and the current review and restructuring of the ferry service; and
- There is discussion taking place around a potential \$20 million upgrade to the Alaska Ferry System's Prince Rupert Terminal.

Director Gould – Village of Port Clements

- The Village has two brownfield properties that remain unused in the community. Further investigation into these properties has indicated that the Government of Canada is responsible for the cost to remediate brownfield sites acquired by municipalities through tax sales;
- The newly open St. Mark's gift shop has been a success with sales totaling over \$20,000 for its first three months of operation;
- The Village had issued a request for proposal for upgrade work to be completed on the community's larger dock. Work for this project will be considerable more costly than had previously been anticipated;
- The Village is investigating the development of a community trail for the Village; and
- A recent tourism report had been drafted for Haida Gwaii and Port Clements and will be available for review in the near future.

Director Kinney – City of Prince Rupert

- The City continues to remain focused on the updating and development of needed bylaws;
- The City continues to work on issues surrounding affordable housing and parks and youth; and
- The City's recreation programming is doing well and has been successful since updates have been made to the service.

Alternate Director Turner – Electoral Area A

- O'Brien's Road and Bridge have delivered new gravel for the community of Dodge Cove's road pathway; and
- The foreshore leases between Dodge Cove residents and the Prince Rupert Port Authority are currently under review which is causing hardship for residents of the community.

Director Martin – Village of Queen Charlotte

- The Village is continuing to work on social housing issues in the community and will be meeting with Minister Coleman at the upcoming UBCM convention to further discuss the issue; and
- The Royal Family will be visiting Haida Gwaii on September 30, 2016.

Chair Pages – Village of Masset

- The Coastal Regional District Chair's group will be meeting with Minister Stone at the upcoming UBCM convention to discuss BC Ferries scheduling and fare issues as they pertain to coastal communities across the province

**307-2016****CARRIED**

- 11.2 Sandspit Wild Harvest Festival Society's Application to Northern Development Initiative Trust's Fabulous Festivals and Events Program

MOVED by Director Gould, SECONDED by Director Racz, that the Sandspit Wild Harvest Festival Society's Application to Northern Development Initiative Trust's Fabulous Festivals and Events program be received;

AND THAT the Board of the Skeena-Queen Charlotte Regional District support the Sandspit Wild Harvest Festival Society's application to Northern Development Initiative Trust's Fabulous Festivals and Events program in the amount of \$2,500 from the Skeena-Queen Charlotte Regional District funding account.

**308-2016****CARRIED**

- 11.3 Pilot Proposal to Process Hake Catch at Sea by Authorized Category "T" Licensed Vessels Conducting Option A Trawl Trips with Midwater Trawl Gear for Pacific Hake

MOVED by Alternate Director Turner, SECONDED by Director Gould, that the information pertaining to the Pilot Proposal to Process Hake Catch at Sea by Authorized Category "T" Licensed Vessels be received;

AND THAT the Board of the Skeena-Queen Charlotte Regional District draft correspondence to the Honourable Dominic LeBlanc, Minister of Fisheries and Oceans Canada, and the Honourable Norm Letnick, Minister of Agriculture, outlining the Board's opposition to the 10 year pilot project, as outlined in the Pilot Proposal to Process Hake Catch at Sea;

AND THAT copies of the correspondence be sent to the following:

- Nathan Cullen, Member of Parliament, Skeena-Bulkley Valley;
- Jennifer Rice, Member of the Legislative Assembly of B.C., North Coast; and
- Neil Davis, Regional Manager, Fisheries and Oceans Canada.

AND FURTHER THAT resolution number 309-2016 and copies of the correspondence be provided to the City of Prince Rupert Council and Lax Kw'alaams Band for their information and possible support.

**308-2016**

**CARRIED**

## **12.1 OLD BUSINESS**

- 12.1 British Columbia News – B.C.'s Climate Leadership Plan to Cut Emissions While Growing the Economy

MOVED by Director Franzen, SECONDED by Director Gould, that the press release entitled "B.C.'s Climate Leadership Plan to Cut Emissions While Growing the Economy" be received for information.

**309-2016**

**CARRIED**

## **13. PUBLIC INPUT**

There was 1 question from the public.

## **14. IN CAMERA**

MOVED by Director Franzen, SECONDED by Director Kinney, that the Board move to the In-Camera meeting following the Regular meeting according to section 90(1)(a) 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."

**310-2016**

**CARRIED**

## **15. ADJOURNMENT**

MOVED by Director Brain, SECONDED by Director Kinney, that the Skeena-Queen Charlotte Regional District Regular Board meeting be adjourned at 8:48 p.m.

**311-2016**

**CARRIED**

Approved and adopted:

Certified correct:

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Chair

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Corporate 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 13, 2016 at 12:00 pm.

### PRESENT

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

### 1. CALL TO ORDER 12:06 p.m.

### 2. AGENDA

MOVED by Member Nobels, SECONDED by Member Pucci, that the agenda be amended and adopted to include the following:

6.2 J. Martin, Committee Member – Haida Gwaii Recycling Operations

**014-2016**

**CARRIED**

### 3. MINUTES & BUSINESS ARISING FROM MINUTES

3.1 Minutes of the Regional Recycling Advisory Committee meeting held April 13, 2016

MOVED by Member Pucci, SECONDED by Member Nobels, that the minutes of the April 13, 2016 Regional Recycling Advisory Committee meeting be adopted as presented.

**015-2016**

**CARRIED**

### 4. DELEGATIONS

None.

*Staff provided information to the Regional Recycling Advisory Committee pertaining to the scheduled delegation which included the content of discussion for the delegation and passed along Ms. Dancer's regrets for being unable to attend the scheduled meeting of the Regional Recycling Advisory Committee. Ms. Dancer is tentatively scheduled to appear before the Regional Recycling Advisory Committee at its October 12, 2016 meeting.*

**5. CORRESPONDENCE**

None.

**6. REPORTS – RESOLUTIONS**

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

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

**016-2016**

**CARRIED**

- 6.2 J. Martin, Committee Member – Haida Gwaii Recycling Operations

*Committee member J. Martin spoke with regard to a friend’s recent visit to Haida Gwaii and spoke positively about the recycling operations on Haida Gwaii.*

MOVED by Member Pucci, SECONDED by Member Nobels, that the verbal report from J. Martin, Committee Member, entitled “Haida Gwaii Recycling Operations” be received for information.

**017-2016**

**CARRIED**

**7. NEW BUSINESS**

None.

**8. OLD BUSINESS**

None.

**9. ADJOURNMENT**

MOVED by Member Nobels, SECONDED by Member Pucci, that the Regional Recycling Advisory Committee meeting be adjourned at 12:33 p.m.

**018-2016**

**CARRIED**

Approved and adopted:

Certified correct:

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Chair

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Chief Administrative Officer



## 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 6, 2016 at 7:00 PM.

**Adopted October 4, 2016**

**PRESENT** Behn Cochrane, Bill Beldessi, Stan Hovde, Bill Quaas

**ABSENT** Gail Henry

Chair Gail Henry (absent)

Vice Chair Behn Cochrane

Staff Barb Parser

Public 8

**1. CALL TO ORDER 7:10 PM**

**2. CONSIDERATION OF AGENDA (ADDITIONS AND DELETIONS)**

**047-2016** No additions or deletions to agenda - Motion to accept agenda as is moved by Bill Quaas, seconded by Stan Hovde, Carried

**3. MINUTES & BUSINESS ARISING FROM MINUTES**

**048-2016** Motion to approve June 2016 minutes moved by Bill Quaas, seconded by Bill Beldessi, Carried

**4. DELEGATIONS**

**5. CORRESPONDENCE**

5.1 Queen Charlotte/Haida Gwaii Hospital Construction Update

**049-2016** Motion to receive and file hospital construction update moved by Stan Hovde, seconded by Bill Beldessi, Carried

5.2 Email - Building Inspection Service

**050-2016** Motion to receive and file email regarding building inspection service moved by Bill Beldessi, seconded by Bill Quaas, Carried

5.3 Email - BC Hydro Sandspit Generator Replacement Project Update

**051-2016** Motion to receive and file BC Hydro generator project moved by Bill Quaas, seconded by Bill Beldessi, Carried

## **6. REPORTS – RESOLUTIONS**

6.1 Water Operators Report

**052-2016** Motion to receive and file water operators report moved by Stan Hovde, seconded by Bill Beldessi, Carried

6.2 Directors Report

**053-2016** Motion to receive and file Directors report moved by Bill Quaas, seconded by Stan Hovde, Carried

## **7. OLD BUSINESS**

7.1 Vibrant Haida Application Proposals  
Sandspit Emergency Preparedness Committee were not prepared to resent proposal.  
It was brought forward by a community member that Gwaii Trust has suspended the Vibrant Haida Grants for the time being, MIMC member Behn Cochrane will call to inquire if this is the case.

7.2 Tabled from June meeting - Rollout of BC Community Paramedicine Initiative

**054-2016** Motion to write letter to BC Emergency Health Services, community members have concerns that this program will not benefit the community of Sandspit. Copy of letter will be sent to the Premiere's office as well as the Observer Newspaper, moved by Bill Beldessi, seconded by Bill Quaas, Carried

## **8. NEW BUSINESS**

## **9. PUBLIC INPUT**

Concerns regarding the re-cycling centre located near the Supervalu store were brought forward with the appearance, it was said that the centre is not well maintained and needs to be cleaned up. Bill Beldessi will address this with the Regional District.

**055-2016** Motion to have Bill Beldessi write letter to Regional District with these concerns moved by Stan Hovde, seconded by Bill Beldessi, Carried



10. **IN CAMERA**

11. **ADJOURNMENT** 8:27 PM

**056-2016** Motion to adjourn moved by Behn Cochrane, Carried

Approved and adopted:

Certified correct:

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Chair

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Secretary

## Outline



- Project Update
  - CEAA approval
  - Conditions overview
- TERMPOL Update
- Next Steps

2

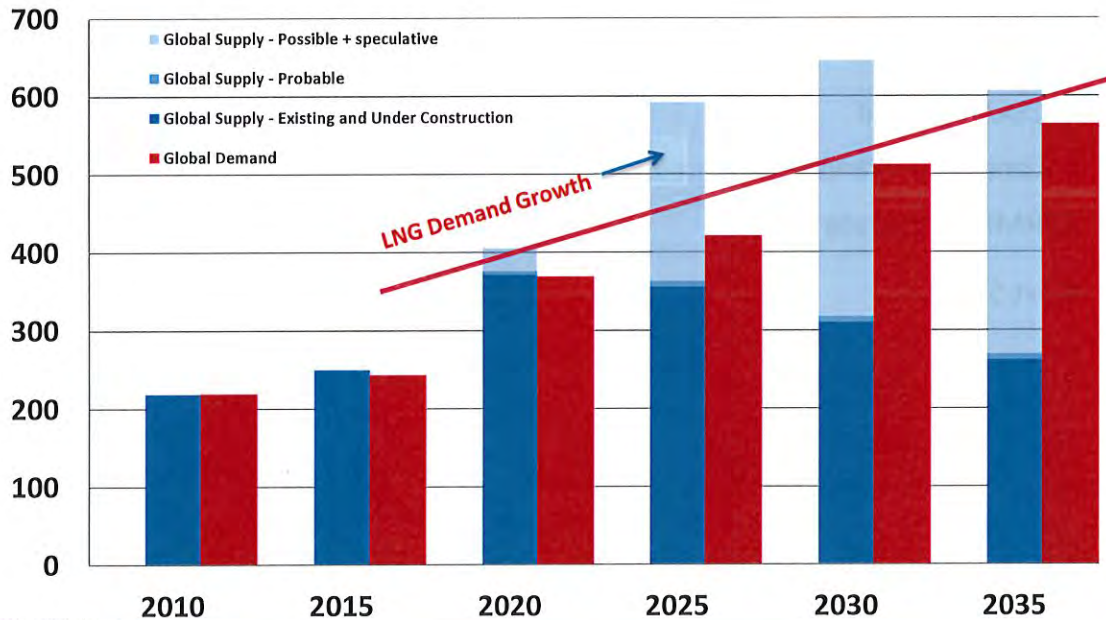


## Project Update



14a

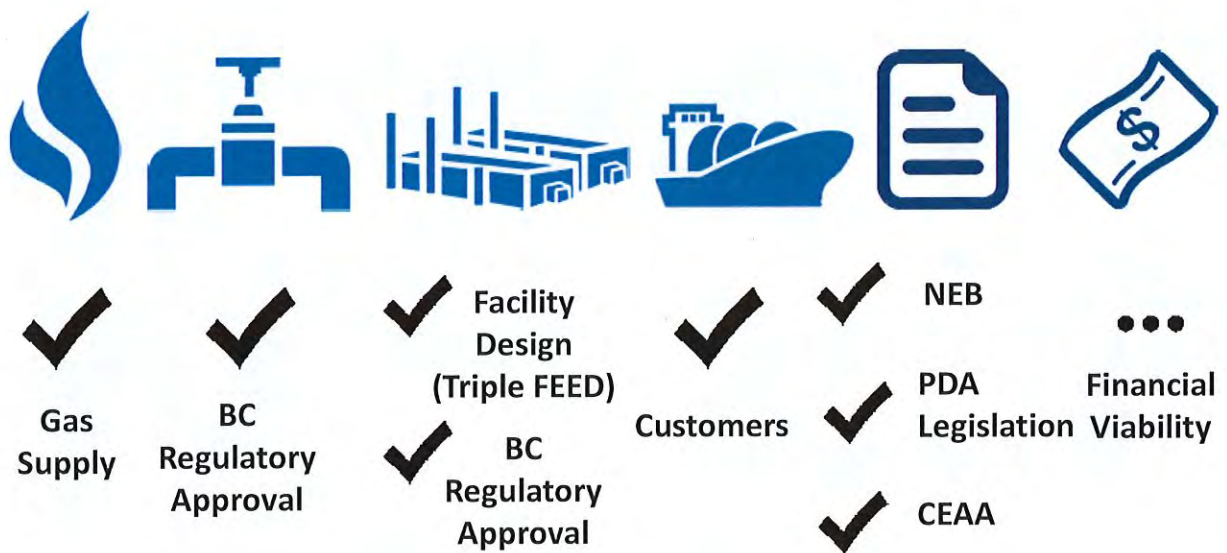
## Global Long-term LNG Supply & Demand Forecast



Source: Wood Mackenzie

4

## Financial Investment Decision Process



3



## CEAA Approval



Subject to 190 conditions

Topics include:

- General best practices
- Air quality and greenhouse gas emissions
- Freshwater fish and fish habitat
- Wetlands
- Marine fish (including marine mammals) and fish habitat
- Migratory birds
- Terrestrial species at risk
- Human health
- Indigenous use and cultural heritage
- Environmental monitoring



Photo Credit: The Canadian Press

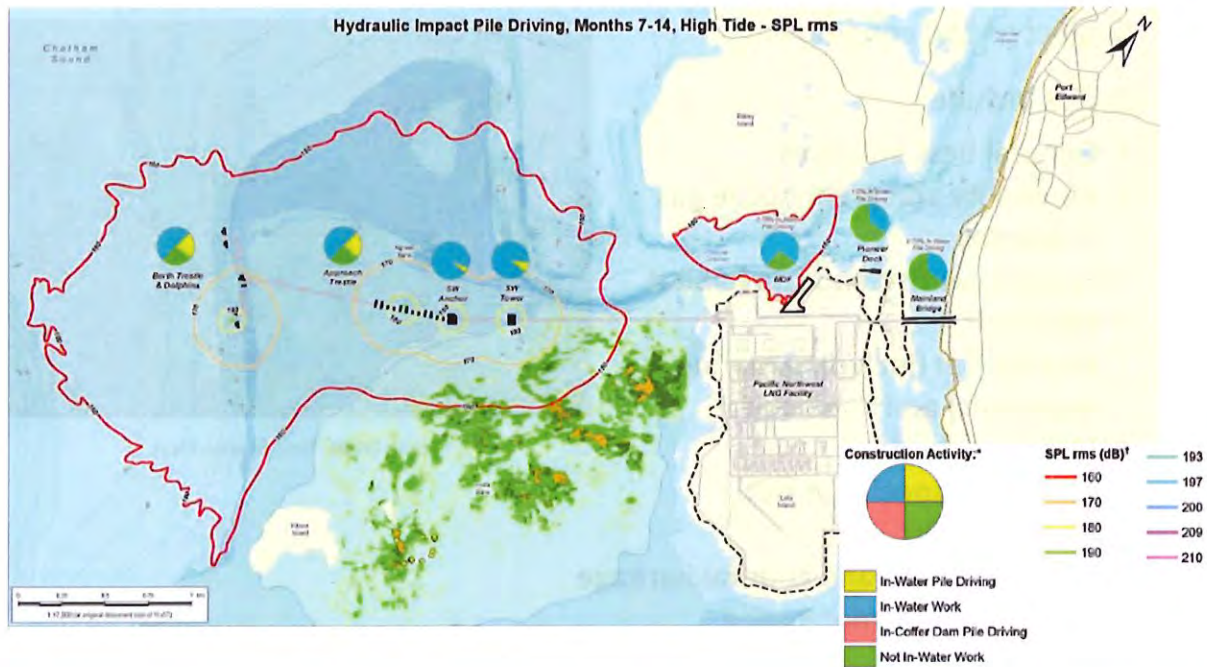
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## First Nations Engagement



5

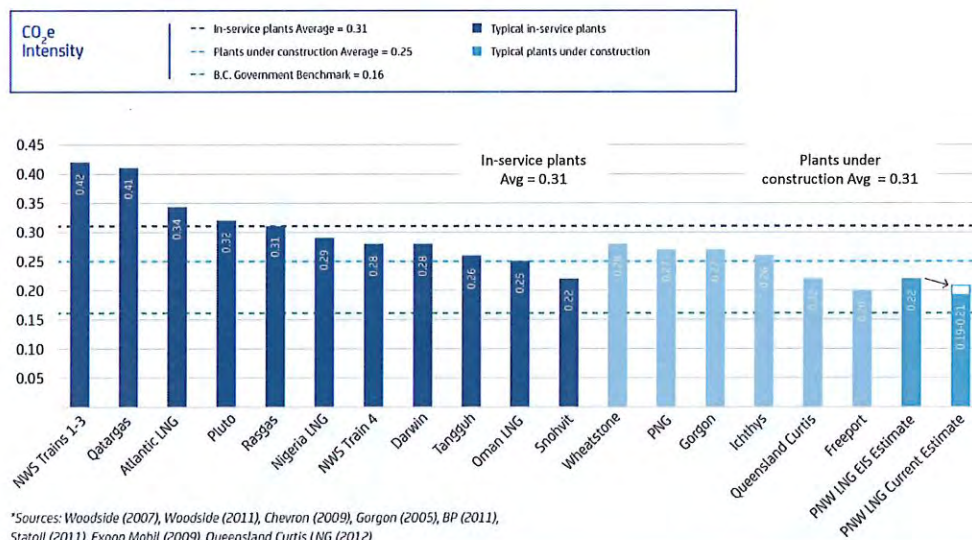
## Marine Fish and Fish Habitat



8

## Greenhouse Gas Emissions

- Limit of 3.2 MT of CO<sub>2</sub> emissions for trains 1 and 2
- Limit of 4.3 MT of CO<sub>2</sub> emissions if the Project adds a third train



7



- Pacific NorthWest LNG will work with the Lax Kw'alaams and Metlakatla First Nations, BC Environmental Assessment Office and the Canadian Environmental Assessment Agency to identify a suitable independent environmental monitor
- The Independent Environmental Monitor will have the power to stop work activities if any work activities are in contravention of the conditions set forth by CEAA



Lax Kw'alaams  
First Nation



Metlakatla  
First Nation

10

## Wetlands

- Pacific NorthWest LNG will have to implement a 2:1 ratio of wetland area to compensate for the loss of wetland functions, meaning that if one acre is disturbed, two acres will have to be compensated
- Wetland restoration will be the first option for any compensation needed



9

- Process is voluntarily initiated by the proponent
- Review is led by Transport Canada, who forms a TERMPOL Review Committee (TRC) which includes other federal departments and agencies as required
- The TRC and proponent agree on the scope of the surveys and studies to support the review
- ❖ **Once a submission has been received the TRC carries out its review and prepares a TERMPOL report containing its recommendations and findings**



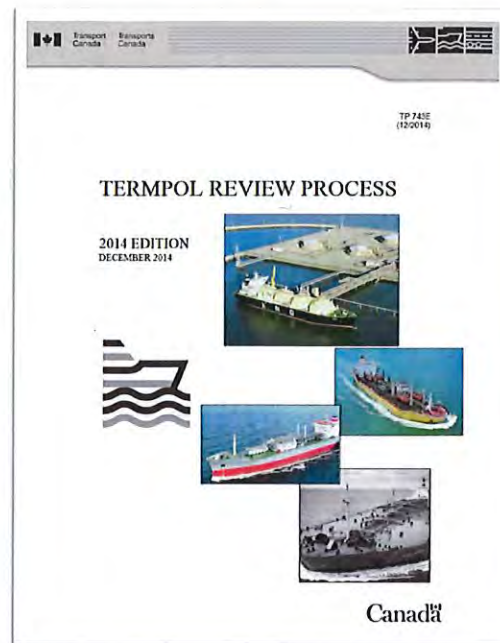
## TERMPOL Overview





## Key TERMPOL Components

- Ship, terminal and cargo detailed information gathering
- Quantitative Risk Analysis
- Summary Report



14

## Surveys and Studies described in TERMPOL

- The TERMPOL Guide provides a list of 18 surveys and studies to be completed by the proponent.
- Studies and surveys cover vessel, route, and terminal information, as well as spill risk, preparation, and response
- Examples of studies and surveys:
  - Marine traffic survey
  - Route analysis, approach characteristics and navigability survey
  - Special under keel clearance survey
  - Casualty data survey
  - Vessel specifications
  - Cargo transfer & transshipment systems
  - Channel, maneuvering and anchorage elements
  - Berth procedures
  - General risk analysis and intended methods of reducing risks
  - Contingency planning

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### Completed:

- Northern Gateway Pipeline
- Trans Mountain Expansion Project
- Woodfibre LNG
- Kitimat LNG

### Underway or upcoming:

- LNG Canada
- Pacific NorthWest LNG
- Douglas Channel LNG



Photo Credit: Nick Didlick, ariverneversleeps.com

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## Our Quantitative Risk Assessment

The probability of a potential event that could have an adverse effect during LNG carrier movements and/or terminal operations. Includes:

- LNG Carrier Transit
- Carrier Activity Terminal

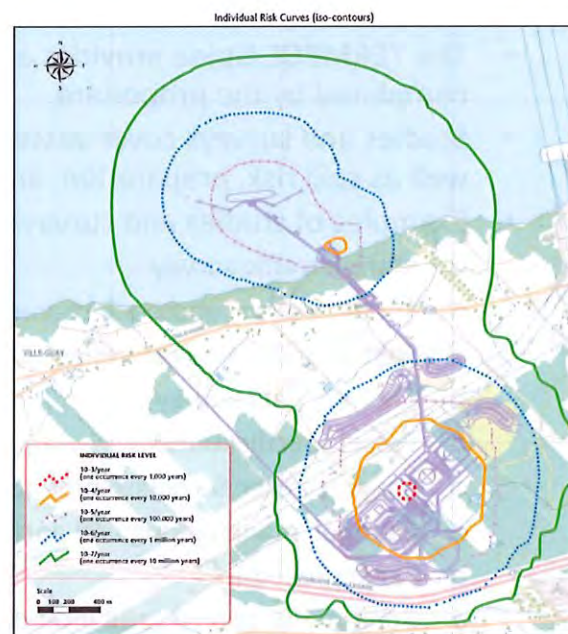


Photo Credit: Rebraska.net, Rebraska LNG Project, Quebec

15

- Extensive review of conditions post-CEAA decision
- Partners to review project economics and timing
  - World class resource
  - Global market conditions
  - Integrated project economics



**Adnan Z Abidin**  
President and CEO  
Pacific NorthWest LNG







## Benefits for Canadians



**\$2.4M** spent  
with First Nations  
businesses



**\$9.4M** spent in  
total with local  
companies



**225 jobs** for  
locals and  
First Nations



## TERMPOL and the Environmental Assessment



- Separate processes and expectations of Government
  - TERMPOL is voluntary & Federal process, EA is mandatory and potentially Fed/Prov
  - TERMPOL is Technical Review not a regulatory process
  - No regulator approval or permit from TERMPOL
  - No built-in timelines, mandatory inputs or reviews, or Third Party funding
- TERMPOL input to the EA
  - Marine Accidents and Malfunctions assessment by DNV
- TERMPOL deliverables achieved by the EA
  - Shipping impact assessment on Navigation and Fishery

22

## Global Gas Prices 2014-2016



Market	\$MMBTU			%Change		
	2014	2015	2016	2015/14	2016/15	2016/14
USA	4.35	2.60	2.00	-40.2%	-23.1%	-54.0%
UK	8.71	6.80	4.76	-21.9%	-30.0%	-45.4%
Japan	15.98	10.36	7.50	-35.1%	-27.6%	-53.1%
China	10.56	9.67	7.54	-8.4%	-22.1%	-28.6%
India	6.80	7.94	5.50	16.8%	-30.8%	-19.11%

Source: IGU Wholesale Gas Price Survey, May 2016

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## The Benefit of TERMPOL



- TERMPOL offers a coordinated procedure allowing the proponent and TRC to conduct an informed and comprehensive review of proposed marine operations and marine safety at an early stage of the proposed project
- TERMPOL reviews assist Transport Canada and other departments and agencies in identifying the need for regulatory and program improvements
- Proponent benefits from findings and recommendations from experts to enhance marine safety TERMPOL reports can inform environmental assessments



**Skeena-Queen Charlotte Regional District**  
**Cheques payable over \$5,000 - SEPTEMBER, 2016**

<b>Payable To</b>	<b>Date</b>	<b>Amount</b>	<b>Purpose</b>
Big Red Enterprises Ltd.	1-Sep	\$ 17,145.09	August Garbage Collection Contract
Sandspit Emergency Preparedness Planners	1-Sep	\$ 7,276.50	SEPP Funding - Sandspit Emergency Evacuation Site Project
Municipal Pension Plan	9-Sep	\$ 5,885.97	Payroll Remittance (PP18-2016)
Receiver General	16-Sep	\$ 9,375.98	Payroll Remittance (PP18-2016)
Receiver General	21-Sep	\$ 9,374.75	Payroll Remittance (PP19-2016)
Municipal Pension Plan	22-Sep	\$ 5,944.77	Payroll Remittance (PP19-2016)
Receiver General	29-Sep	\$ 11,248.12	Payroll Remittance (PP20-2016)
Municipal Pension Plan	29-Sep	\$ 6,050.17	Payroll Remittance (PP20-2016)

<b>CHEQUES OVER \$5,000:</b>	<b>\$ 72,301.35</b>
<b>CHEQUES UNDER \$5,000:</b>	<b>\$ 64,350.91</b>
<b>TOTAL CHEQUES:</b>	<b><u>\$ 136,652.26</u></b>



## ITEM 7.1

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](mailto:info@virl.bc.ca) w: [www.virl.bc.ca](http://www.virl.bc.ca)

RECEIVED SEP 28 2016

September 20, 2016

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

Dear Chair Pages and Board,

### Re: Adopted 2017 – 2021 Financial Plan

On behalf of the Board of Trustees of Vancouver Island Regional Library (VIRL), please find enclosed important information regarding the recently adopted **2017 – 2021 Financial Plan**. This information can also be found on the VIRL website: [www.virl.bc.ca/about-us/reports-and-plans](http://www.virl.bc.ca/about-us/reports-and-plans).

As dictated by provincial legislation, the VIRL Board has adopted a balanced budget for 2017. The Financial Plan and supporting information (which includes an "At a Glance" sheet, informative video, press release and VIRL's recent report "*Assessing the Economic Impact of Vancouver Island Regional Library on our Member Communities*") 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 budget of \$35,583,706. Municipal and rural levies will contribute \$21,247,495 to the library budget, an average increase of 4.25% or a per capita increase of \$1.59. The weighted vote was 91% in favour of the budget. The focus of the 2017 budget is to ensure that VIRL continues to meet its service standards, and to incorporate the requirement to keep costs in line while meeting the needs of our communities. The 2017 budget supports the Board's Strategic Plan: Your Voice, Your Library, and reinforces the principles of the Consolidated Facilities Master Plan.

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 Board's commitment to financial sustainability and quality service delivery for our communities is further underscored in the **2017-2021 Financial Plan**.

Sincerely,

Bruce Jolliffe  
Chair, Vancouver Island Regional Library Board of Trustees

Strong Libraries ■ Strong Communities

Bella Coola Bowser Campbell River Chemainus Comox Cortes Island Courtenay Cowichan Cowichan Lake Cumberland  
Gabriola Island Gold River Hornby Island Ladysmith Masset Nanaimo Harbourfront Nanaimo North Nanaimo Wellington  
Parksville Port Alberni Port Alice Port Clements Port Hardy Port McNeill Port Renfrew Quadra Island Qualicum Beach Queen  
Charlotte Sandspit Sayward Sidney/North Saanich Sointula Sooke South Cowichan Tahsis Tofino Ucluelet Union Bay Woss



## Press Release

### Library Board Adopts Balanced 2017 Budget

**NANAIMO, September 17, 2016** – The Board of Trustees for Vancouver Island Regional Library (VIRL) has adopted a balanced budget of \$35,583,706 for 2017.

The focus of the 2017 budget is to ensure that VIRL continues to meet its service standards, and to incorporate the requirement to keep costs in line while meeting the needs of our communities. The 2017 budget supports the Board's Strategic Plan: Your Voice, Your Library, and reinforces the principles of the Consolidated Facilities Master Plan.

As a part of the budget, municipal and rural levies will contribute \$21,247,495 to the library budget, an average increase of 4.25% or a per capita increase of \$1.59. The weighted vote was 91% in favour of the budget.

"We want to ensure that we continue to meet the expectations of our communities, while keeping costs within expectations and planning for the future," comments Joel Adams, Director of Finance, Vancouver Island Regional Library.

"The Board is committed to delivering quality library service that is financially sustainable for our communities. This balance of service and conservative spending is underscored in the 2017 - 2021 Financial Plan," says VIRL Board Chair, Bruce Jolliffe.

The remainder of the budgeted revenues come from overdue and other fees, and investment income.

For more information about the 2017 – 2021 Financial Plan, visit us at [virl.bc.ca/reports-and-plans](http://virl.bc.ca/reports-and-plans). To watch a video about the budget and the 2017 – 2021 Financial Plan, [click here](#).

An infographic about the 2017 – 2021 budget is [available here](#).

###

Vancouver Island Regional Library (VIRL) is the fifth-largest library system in British Columbia. We serve over 430,000 people on Vancouver Island, Haida Gwaii, and Bella Coola on the Central Coast through 39 branch libraries, a virtual branch, and a books-by-mail service. VIRL's holdings number one million and include books, magazines, CDs and DVDs. Administrative offices are located in Nanaimo.

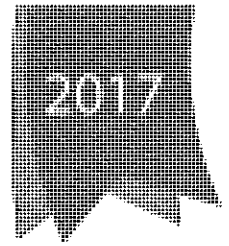
#### For more information contact:

Natasha Bartlett  
Marketing and Communications Officer  
250-327-3114  
[nbartlett@virl.bc.ca](mailto:nbartlett@virl.bc.ca)





# 2017 BUDGET



## 2017 BUDGET: "FINANCIAL SUSTAINABILITY: ALWAYS A PRIORITY"

- The 2017 Budget is firmly grounded in the deliverables designated by the Board of Trustees and follows the direction provided by and supported by the Board's 5-year Strategic Plan: Your Voice, Your Library;
- The Budget continues to balance the aspirations of the present with the need for financial sustainability;
- The Budget addresses the challenges of meeting our service standards and the needs of our communities, as well as the need to maintain our facilities in a sustainable manner;
- 2017 represents the 7th year of a 15-year program developed under the Consolidated Facilities Master Plan to fund the rejuvenation and the long term sustainability of our facilities;
- New budget requests consist of staff-driven proposals to improve customer service and accessibility to VIRL's services;
- The Board of Trustees takes the management and stewardship of public funds very seriously and continues to demonstrate financial leadership, ensuring value for the tax dollars spent. The 2017 Budget will continue to build on core values and business practices, with consensus and cooperation, to move the Strategic Plan forward.

## ABOUT THE BOARD OF TRUSTEES

- The Board of Trustees govern the library system in accordance with the Library Act and consists of representatives appointed from 28 member municipalities and 10 regional districts;
- An autonomous board guides and supports the operation of all public library services in VIRL's service area. In addition to governance, two primary functions are lobbying and advocacy to ensure that resources are available to fulfill the Mission, Vision and Values of Vancouver Island Regional Library.

## ABOUT VANCOUVER ISLAND REGIONAL LIBRARY

- Serves 430,000 people in 39 branch libraries, a virtual branch and books-by-mail service;
- The fifth largest library system in British Columbia circulating over one-million items including books, magazines, CD's and DVD's, employing over 390 people;
- With a cooperative spirit, VIRL participates in the provincial interlibrary loan program which creates extraordinary value for money spent.

## 2017 BUDGET

AT A GLANCE:  
LEVY INCREASE

FACILITIES MASTER PLAN

1.19%

NEW BUDGET REQUESTS

1.72%

NET OPERATIONS

1.34%

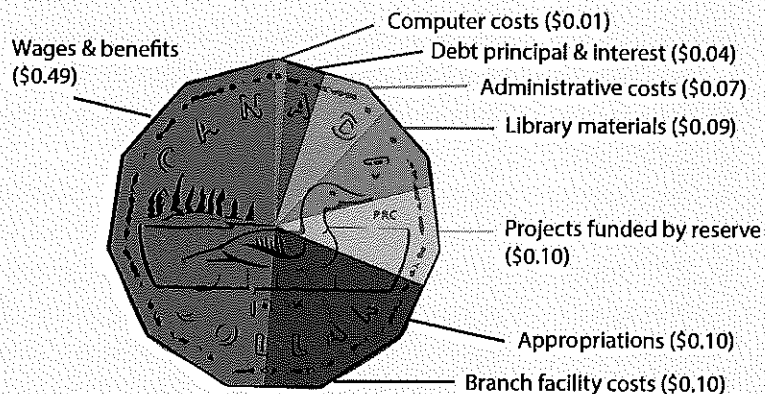
TOTAL AVERAGE INCREASE

4.25%

# BUDGET BREAKDOWN

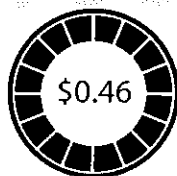
1 AVERAGE  
PER CAPITA  
INCREASE  
\$1.59

2 HOW YOUR \$1.00 IS SPENT



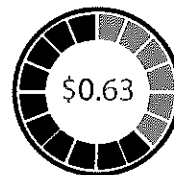
3 THE 4.25%  
INCREASE EXPLAINED

1.19%  
CONSOLIDATED  
FACILITIES  
MASTER PLAN



\$0.25 Facilities maintenance  
\$0.21 Furniture, fixtures  
and equipment

1.72%  
NEW BUDGET  
REQUESTS



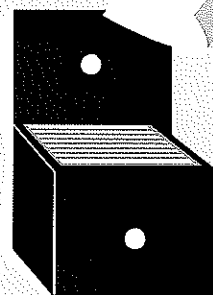
Read Down Your Fines for Children's Cards  
Additional Staff Hours to Increase Service  
Increased Office Space  
Finance System Review

1.34%  
NET OPERATIONS

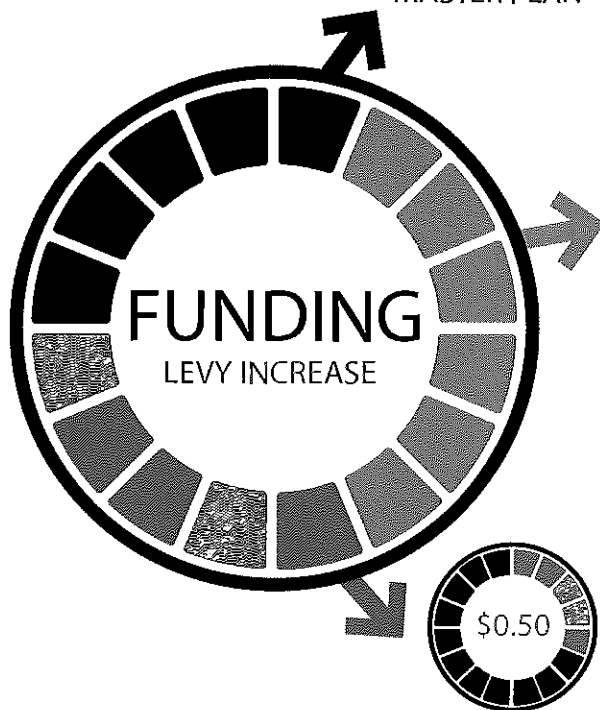
\$0.06 Library materials  
\$0.24 Wages benefits & provisions  
\$0.03 Debt servicing  
\$0.17 Other operating costs

TOTAL VISITORS TO  
VIRL\* IN 2016...

3.5  
million



\*In-branch & online





# **Assessing the ECONOMIC IMPACT of Vancouver Island Regional Library on our Member Communities**

**July 2016**



Vancouver Island Regional Library  
Administration

Box 3333 ~ 6550 Vancouver Park Road  
Nanaimo, BC V9S 4M9  
Tel: 250-754-6641 • Fax: 250-754-6642

[virl.bc.ca](http://virl.bc.ca)



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## **Assessing the Economic Impact of Vancouver Island Regional Library on our Member Communities**

### **Summary**

Vancouver Island Regional Library (VIRL)'s mission is to enrich lives and communities through universal access to knowledge, lifelong learning, and literacy. The Library's 2016-2020 Strategic Plan identified 4 principles:

- Community
- Collect. Connect. Collaborate. Create.
- Places & Spaces
- Life at Work

These principles focus on different areas but all involve maintaining and increasing the value that the Library produces for its member communities.

VIRL regularly measures and shares its performance results, which include output measures (such as circulation, number of visitors, number of program attendees, etc.) as well as customer feedback and stories about how VIRL makes a real difference in people's lives. However, output measures do not effectively demonstrate the impact that the library has on people's lives and do not capture the true value of the services provided by VIRL. One area that is not captured is the economic value provided by VIRL to its member communities. The Library receives funding from member communities in the form of levies, but what is the value provided by the Library in return?

In order to provide a partial answer to that question, VIRL embarked on a project to identify the economic impact of the library system on its member communities, and to calculate the return on investment (ROI) provided.

Our study shows that the Library had a total economic impact of \$94,783,558 in 2015. For every dollar invested, \$5.36 in value was received. The return on investment was 335% (mid-point in the calculated value from 149% to 521%). Clearly the Library system has a positive economic impact on the communities it serves.

Of course, the economic impact of VIRL as described here may be understated, as there are some areas in which the Library provides value that cannot be reasonably measured. For example, the impact the Library has on literacy, employment, and social and mental health cannot be measured, but these areas are vital for a healthy, vibrant, successful community.



## **Background**

### **Measuring the impact of library services**

VIRL has been reporting statistics about usage of the Library's services for years. These statistics, such as circulation, visitor counts, number of programs, program attendance, reference consultations, and computer and wifi use, focus on measuring how and how much our libraries are used by the communities we serve. While these statistics do a good job of identifying how much we did, they don't measure how well we did it, or whether we made a difference or put another way, whether we created value.

Items Borrowed

**4,397,939**

Library Visits

**2,347,880**

Computer Sessions

**298,000**

Obtaining data on the value provided by library services can be challenging, but we know from anecdotal evidence that customers do highly value the Library.

One way we can evaluate community impact, however, is in the area of economic impact and return on investment.

### **Economic impact studies**

In order to assess economic impact, we reviewed existing studies and documents produced by other libraries who have attempted to assess their economic impact. This has been done internationally (for example, the State Library of Victoria in Australia) and in the United States (for example, in Florida, Salt Lake County, Santa Clara, and Philadelphia). However, it does not appear to have been done for a public library in Canada until 2013, when the Martin Prosperity Institute (MPI)<sup>1</sup> did a study attempting to measure the economic impact of the Toronto Public Library (TPL) on the city of Toronto. Since then several other Canadian studies have also been done (Halton Hills, Milton, Sault Ste. Marie, and London Public Library, for example) (see Appendix – Selected References).

Libraries produce economic benefits that are both quantifiable and those that are not easily measured, such as contributions to literacy, education, etc. Most studies concentrated on those areas that can be quantified, namely the economic value of the basic services provided, such as collection use, programs, and other services.

---

<sup>1</sup> MPI is housed at the University of Toronto's Rotman School of Management. The Institute's purpose is to deepen our understanding of economic prosperity, and to develop an understanding of and inform the broader public conversation about shared and sustainable prosperity.



There are two approaches to quantifying the value of library services:

- Contingent valuation – this approach involves identifying how much library users would be willing to pay for library services.
- Market substitution – this approach involves identifying what it would cost to purchase library services elsewhere.

Contingent valuation is a more difficult thing to measure, and many libraries have used market substitution to quantify the economic value produced by their services. VIRL has followed the same approach here.

## **Methodology**

VIRL used similar methodology to that used by the London Public Library and by MPI for the Toronto Public Library study. MPI developed their methodology based on commonly used valuation methodologies in public sectors. Similar methodology was also used by Halton Hills Public Library, Milton Public Library, and Sault Ste. Marie Public Library.

Three components were analyzed:

- Direct tangible benefits;
- Direct spending; and
- Indirect tangible benefits.

With these three components we calculated total economic impact and return on investment.

To determine the benefits, the economic value of services provided by VIRL was measured by comparison (where available) with the market cost of those services. For the purposes of this study, we used the data available for the 2015 calendar year and calculated the economic impact of the services VIRL provided during that year, with the exception of data from the Nanaimo Harbourfront branch. This branch was closed for renovation during a significant portion of the year, and as this branch is typically a heavily used branch, this atypical closure would skew our results. Instead, we substituted the 2014 data for the Harbourfront branch, which was a much more typical year for the branch.

We chose to conduct our analysis for the VIRL system as a whole, rather than branch by branch. Due to the diverse nature of the branches in the library system (which include both small rural branches staffed by a single person to large urban branches serving very different resident bases and communities), the results would be highly variable. In addition, it would be difficult to split some operating costs down to the branch level.



## **Direct Tangible Benefits**

Direct tangible benefits are those benefits that are provided to member communities and to individual patrons by VIRL that can be reasonably estimated. These benefits include:

- Use of VIRL collection, both the physical collection, as well as use of electronic resources such as eBooks, eMusic, and eVideo;
- Programming;
- Reference & database services;
- Access to technology; and
- The use of meeting and study space use.

## **Use of Collection materials**

VIRL's collection includes a variety of material:

- Physical items include:
  - Books
  - Magazines
  - DVDs
  - CDs
  - Audiobooks
- Electronic items include:
  - eAudiobooks
  - eBooks
  - eMusic
  - eVideo

Over 4 million physical items were borrowed during our study period, as well as over 400,000 electronic items, with total circulation being over 4.5 million items. In addition, we estimated how many items were used in-house by surveying in all branches during a single week<sup>2</sup>. In order to reflect the fact that customers do not own materials, we compared the economic benefit without discount (i.e. at the market value of the materials) as well as at an 80% and 40% discount<sup>3</sup>.

---

<sup>2</sup> Items removed from shelves and used in-branch were counted over the course of a week. With the assumption that this week was typical of use over the course of a year, the counts were extrapolated to a complete year in order to estimate in-house use.

<sup>3</sup> The market value of items can vary significantly. The TPL and LPL studies both used typical market prices for items available at Indigo. We have used an average price of \$20 per item for books, DVDs, audiobooks, and eVideo and \$13 per ebook.





### Economic Benefit of Use of Collection Materials

Category	Volume	Total Value 80% Discount (Low)	Total Value 40% Discount (Midpoint)	Total Value Without Discount (High)
<b>Circulation</b>	4,558,994	17,643,344	52,930,033	88,216,722
<b>In-house Use</b>	278,100	1,112,400	3,337,200	5,562,000
<b>Total</b>	<b>4,837,094</b>	<b>18,755,744</b>	<b>56,267,233</b>	<b>93,778,722</b>

### Programs

The Library offers a wide variety of programs, including those for babies, preschoolers, school-aged children, teens, and adults. In 2015, attendance at programs was 112,187.

### Economic Benefit of Program Offerings

Category	Attendance	Market Value	Economic Value
<b>All Programs</b>	112,187	20.00 <sup>4</sup>	2,243,740
<b>Total</b>	<b>112,187</b>		<b>2,243,740</b>

### Reference & database services

In 2015, VIRL staff answered 48,475 reference questions posed by library users. These questions can be diverse in nature, but can include requests for reference assistance, computer or technology assistance, and other queries, and the time it takes to assist library users can vary. Establishing the market value of this service is challenging, as no private reference service providers were found in VIRL's service area. As a result, we have elected to make the same assumptions as made by the London Public Library – that is, that reference questions take on average 10 minutes and the value provided is \$25 per 30 minutes.

<sup>4</sup> The cost to attend a program delivered by a private entity can vary widely depending on the kind of program offered. The TPL study used market values of \$15 (for adult programs) and \$45 (for preschool, child, and teen programs) for their study, while the LPL study used rates of \$20-\$40. Children's programs made up a majority of total VIRL programs offered in 2015, but we have chosen a rate of \$20 to be conservative.



## Economic Impact Report July 2016

Library users also used the databases provided by VIRL to conduct their own research. The databases were accessed 200,856 times in 2015. Since VIRL's databases are similar to both the London Public Library and the Toronto Public Library, we used the same rate of \$25 per search.

### Economic Benefit of Reference & Database Services

Category	Volume	Market Value	Economic Value
Reference Questions	48,475	8.33 <sup>5</sup>	403,958
Database Searches	200,856	25.00 <sup>6</sup>	5,021,408
<b>Total</b>	<b>249,331</b>		<b>5,425,367</b>

### Technology access

VIRL's computers are a popular service provided to the public. There were over 125,000 logins by hour in 2015. In addition, the Library provides free wifi at all of its branches, and customers frequently use the wifi on their own devices in the Library, with nearly 22,000 GB used during 2015. It can be challenging to assess the market value of these services. We used the Toronto Public Library's estimate of \$3 per workstation use and assessed wifi available commercially via data plans and estimated the average cost as \$11.68 per GB.

### Economic Benefit of Technology Access

Category	Volume	Market Value	Economic Value
Workstation Usage (Hours)	125,667	3.00 <sup>7</sup>	377,001
Wifi Usage (GB)	21,891	11.68 <sup>8</sup>	255,683
<b>Total</b>	<b>147,558</b>		<b>632,684</b>

<sup>5</sup> We have used the same market value of \$8.33 per 10 minutes as used by the LPL study. This rate is conservative compared to the TPL study, which used a rate of \$25.

<sup>6</sup> Both LPL and TPL studies used a rate of \$25 for a database search. We have used the same market value, as our databases are similar.

<sup>7</sup> Market value for workstation usage is difficult to assess as this is not a service typically available in the market. We have used the same rate of \$3 per use as was used in the LPL and TPL studies.

<sup>8</sup> In order to assess the market value of a GB of wifi usage, we investigated data plans available commercially and found an average cost of \$11.68. Note that the LPL and TPL studies assessed this differently, as both systems track wifi use by each access, whereas VIRL tracks wifi use by the number of GB used.



### Meeting & study space use

VIRL has meeting rooms available for use in 4 of its 39 branches. The market value of the use of these meeting rooms varies depending on their size and the community in which each branch operates. In order to estimate the market value we used a conservative rate of \$15 per use.

### Economic Benefit of Meeting & Study Space Use

Category	Volume	Market Value	Economic Value
Meeting Room Rentals	1,265	15.00 <sup>9</sup>	18,975
<b>Total</b>	<b>1,265</b>		<b>15,433</b>

### Total direct tangible benefits

The total direct tangible benefits that can be reasonably measured are between \$27 and \$102 million (with the former being a more conservative and the latter a less conservative estimate). A midpoint estimate is \$65 million.

### Total Direct Tangible Benefits

Category	Low (\$)	Midpoint (\$)	High (\$)
Collection Use	18,755,744	56,267,233	93,778,722
Programs	2,243,740	2,243,740	2,243,740
Reference & Database Services	5,425,367	5,425,367	5,425,367
Technology Access	632,684	632,684	632,684
Meeting & Study Space	18,975	18,975	18,975
<b>Total</b>	<b>27,076,510</b>	<b>64,587,999</b>	<b>102,099,488</b>

<sup>9</sup> Market rates for the use of meeting space can vary depending on the size, venue, and community in which they are located. We have used a conservative value of \$15.



## **Exclusions**

Some direct tangible benefits are provided by VIRL, yet are excluded, are as follows:

- Many items were placed on hold by patrons and then delivered at VIRL expense to the branch chosen by the patron. This saved the patron both time and travel costs. However due to VIRL's large service area and the complicated nature of estimating the market value of delivery over the area, we did not attempt to measure the market value of this service and have excluded this use from our calculations.
- Open study space is provided in all VIRL branches, and patrons are free to use this space freely to read, study, and work. VIRL does not track the use of this space and so we excluded this use from our calculations.

## **Direct Expenses**

Direct expenses are those amounts spent on operations, capital investment, employment, and collection materials. As we wished to measure the economic impact of VIRL activities on our member communities, funds spent outside those communities were not included in the economic benefit calculations. For example, most of VIRL's collection materials are not purchased in member communities.

Capital costs include spending that is for library infrastructure, including building new branches, renovating or upgrading existing branches, and upgrading computer and other equipment at branches. Since this type of spending can vary by year, we used the average over the last 6 years to establish this expense.

Employment spending includes the cost of wages and benefits provided to all VIRL employees. Since the vast majority of our employees also live in our member communities, we included 100% of this cost.

VIRL also receives revenues from other sources (other than our member communities), including fines revenue, the sale of merchandise, and grants of various types. For the purposes of this study, these revenues are used as an offset to operating expenses.

## **Indirect Tangible Benefits**

Indirect tangible benefits result from the multiplier effects on direct costs. Funds paid out to vendors in our communities or paid as wages to staff are generally re-spent by the recipients in our member communities and contribute to the local economy.



## Economic Impact Report July 2016

Various multipliers have been used in other studies. Statistics Canada reported a value of 2.23 as a multiplier for arts, entertainment, and recreation, but other studies found by MPI have quoted values as low as 1.40. In the TPL study, MPI used multipliers of 1.4 and 2.0, which was felt consistent with economic impact studies for comparable services, and also with national and provincial multipliers published by Statistics Canada. We followed MPI's use of multipliers of 1.4 and 2.0, which were applied to each indirect tangible benefit.

Indirect tangible benefits result from:

- operations expenses;
- capital investments;
- employment costs;
- work experience for pages; and
- spending on collection materials.

### Total Indirect Tangible Benefits

	Category	Multiplier 0.4	Mid-Value <sup>10</sup>	Multiplier 1.0
<b>Operations Spending</b>	\$ Spent	694,973	1,216,203	1,737,432
<b>Capital Spending</b>	Average Annual	1,504,166	2,632,291	3,760,415
<b>Employment Spending</b>	\$ Spent (Salaries and Benefits)	4,871,858	8,525,752	12,179,645
<b>Work Experience: Pages</b>	\$ Value	68,728	120,273	171,819
<b>Collection Materials Spending</b>	\$ Spent in VIRL Service Areas	5,540	9,696	13,851
<b>Total</b>		<b>7,145,265</b>	<b>12,504,214</b>	<b>17,863,163</b>

VIRL applied a 0.4 multiplier to each direct expense, added it to the direct expense and calculated a mid-value to estimate a dollar amount attributable to the re-spending.

Operations spending includes the expenses of running the VIRL system on a daily basis including rent, utilities, technology, financial costs, purchased services, and other costs.

<sup>10</sup> VIRL applied a 0.4 multiplier to each direct expense, added it to the direct expense and calculated a mid-value to estimate a dollar amount attributable to the re-spending.



## Economic Impact Report July 2016

Only spending done in VIRL member communities was included, as funds spent in other areas do not provide an economic benefit to VIRL communities.

Capital spending includes investment in buildings, computer technology, leasehold improvements, and other capital acquisitions. The amounts shown are an average over 6 years (2010 through 2015), as the spending can vary significantly from year to year.

Employment spending includes the wages and benefits of all VIRL employees. Employees live predominantly in VIRL service areas and we can assume they spend significant portions of their salaries locally, thus contributing to the economy in VIRL service areas.

VIRL also provides employment experience to young people, who are employed in many branches and in Administration as pages. Pages are responsible for shelving books and other tasks as needed. For many, this is their first work experience. MPI's research found that two years of job experience is worth \$1,123 in Canada, and we used this value as well, assuming a value reducing gradually over 5 years, similar to the Toronto and London Public Libraries used in their studies.

The vast majority of VIRL's collection material is purchased outside of VIRL service areas, and thus was excluded from the indirect tangible benefits, but the small amount that was purchased in our service areas is included.

## Economic Impact

### Total Economic Impact

The total economic impact of VIRL activities was calculated by summing the following:

- direct tangible benefits;
- direct spending; and
- indirect tangible benefits.

### Total Economic Impact

	Low (\$)	Mid-Range (\$)	High (\$)
<b>Direct tangible benefits</b>	27,076,510	64,587,999	102,099,488
<b>Indirect tangible benefits</b>	7,145,265	12,504,214	17,863,163
<b>Direct expenses (spending in VIRL service areas)</b>	17,691,344	17,691,344	17,691,344
<b>Total</b>	<b>51,913,120</b>	<b>94,783,558</b>	<b>137,653,995</b>



## Economic Impact Report July 2016

Using a midpoint value, we estimate that VIRL has a conservative economic impact of \$94,783,558. This economic impact equates to \$5.36 for every dollar spent and \$229.49 per resident.

### Economic Impact per Dollar Spent & Per Resident

	Low (\$)	Mid-Range (\$)	High (\$)
<b>Impact per Dollar Spent<sup>11</sup></b>	2.25	5.36	7.78
<b>Impact per Resident<sup>12</sup></b>	125.69	229.49	333.29

### Value an Open Hour

In 2015, VIRL was open for 66,787.5 hours. Open hours varied by branch and community. In order to calculate the value of an open hour, the value of benefits that are provided while the Library is open (and thus excluding services available at any time, such as electronic services) was divided by the number of open hours. This allowed us to calculate the value of an open hour at \$1,107.73 (using the mid-range value). Similarly, we were able to calculate the cost of an open hour at \$277.29.

	Low (\$)	Mid-Range (\$)	High (\$)
<b>Value of all Library Hours</b>	33,185,271	73,982,700	114,780,129
<b>Value of an Open Hour</b>	496.88	1,107.73	1,718.59
<b>Cost of an Open Hour</b>	277.29	277.29	277.29

### Return on Investment

Return on Investment (ROI) is the amount of return relative to the investment cost. It's a performance measurement often used to assess an investment.

The ROI for VIRL was calculated by dividing the total economic benefit to VIRL member communities (direct and indirect tangible benefits) by the total direct spending (including spending outside of VIRL communities, as this cost is necessary to provide VIRL services).

<sup>11</sup> Total economic impact divided by direct expenses within VIRL service areas.

<sup>12</sup> Total economic impact divided by service population.



## Economic Impact Report July 2016

The ROI for VIRL's operations in 2015 was 335% (using the mid-range value).

### Return on Investment at Vancouver Island Regional Library

	Low (\$)	Mid-Range (\$)	High (\$)
<b>Direct tangible benefits</b>	27,076,510	64,587,999	102,099,488
<b>Indirect tangible benefits</b>	7,145,265	12,504,214	17,863,163
<b>Total Benefits</b>	34,221,776	77,092,213	119,962,651
<b>Direct expenses (spending in VIRL service areas)</b>	17,691,344	17,691,344	17,691,344
<b>Total Economic Impact</b>	51,913,120	94,783,558	137,653,995
<b>Total direct expenses (all spending)</b>	23,024,731	23,024,731	23,024,731
<b>Return on Investment</b>	<b>149%</b>	<b>335%</b>	<b>521%</b>

### Conclusions

When we compare the economic impact of VIRL activities against that of other 43 public libraries who have undertaken similar studies, we find that our results are similar.

Library System	Impact per \$ Spent	ROI
Sault Ste. Marie Public Library	\$2.36	236%
Halton Hills Public Library	\$4.04	304%
Vancouver Island Regional Library	\$5.36	335%
London Public Library	\$6.68	452%
Toronto Public Library	\$5.63	463%
Kawartha Lakes Public Library	\$7.05	605%
Stratford Public Library	\$7.48	648%





## **Economic Impact Report July 2016**

VIRL has a measurable economic impact of nearly \$95 million and an ROI of 335% (mid-point in the calculated value from 149% to 521%). For every dollar invested, \$5.36 in value was received. Clearly the library system has a positive economic impact on the communities it serves. The true economic impact would likely be greater, as there are benefits provided which are not measurable. For example, the impact the Library has on literacy, employment, and social and mental health cannot be measured, but these areas are vital for a healthy, vibrant, successful community.



## Appendix - Selected Reference Material

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September 26, 2016

Reference: 260872

Dear Union of B.C. Municipalities and Local Governments:

**Re: Nominations for New Stop of Interest Signs**

Following my announcement at the 2016 Union of BC Municipalities (UBCM) Convention this morning, I am pleased to invite you and your representatives to participate in the Province of British Columbia's Stop of Interest sign engagement and nomination process, taking place this fall and winter.

The Province is proud to announce the addition of up to 75 new Stop of Interest signs throughout British Columbia, bringing further awareness and recognition to our collective history and provincial heritage. This process augments our work to rejuvenate approximately 100 of the 139 existing Stop of Interest signs province-wide.

In order to ensure a well-rounded and comprehensive complement of new signs, we are asking local governments, First Nations, tourism associations, stakeholders and the public to nominate people, places or events of provincial significance they would like to see commemorated. Please share this invitation with businesses in your community and anyone else who would be interested.

The nomination period will be open from September 26, 2016, to January 31, 2017, after which we will evaluate the submissions on criteria such as the impact that the person, place or event has had on the lives of British Columbians.

For more information on Stops of Interest and associated signs currently in place across the province, or to access the nomination form to suggest a new sign, please visit our engagement web site at <http://engage.gov.bc.ca/stopsofinterest/>

Should you have any questions, please do not hesitate to contact Sandra Toth Nacey, the ministry's Director of Business Management Services. She can be reached in Victoria at 250 356-9768 or at [Sandra.TothNacey@gov.bc.ca](mailto:Sandra.TothNacey@gov.bc.ca) and would be pleased to assist you.

.../2

- 2 -

I encourage you to take this opportunity to highlight more of your local history and connect your community and its visitors to British Columbia's captivating past.

Sincerely,



Todd G. Stone  
Minister

Copy to: Sandra Toth Nacey, Director  
Business Management Services Branch



RECEIVED SEP 29 2016

September 23, 2016

Ref: 169059

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

Dear Chair Pages:

As you may know, over the last several months, Minister Stone and I met with a number of stakeholders across the province to discuss the challenges and opportunities of ride sourcing in British Columbia's passenger transportation sector.

Through these consultations, we heard a range of valuable comments and recommendations, which are reflected in the enclosed Stakeholder Engagement Summary for your review. Please note that the themes and recommendations outlined in this report reflect the views of those who provided feedback, and do not reflect a provincial position.

The feedback we receive will help to inform any decisions that our government may make with respect to this important issue. If you have any comments on the findings of this consultation, please email them at: [RideSourcing@gov.bc.ca](mailto:RideSourcing@gov.bc.ca).

Sincerely,

Peter Fassbender  
Minister of Community, Sport and Cultural Development  
and Minister Responsible for TransLink

Enclosure



# **RIDE SOURCING IN B.C. STAKEHOLDER ENGAGEMENT SUMMARY**

September 2016

**The Honourable Peter Fassbender**

Minister of Community, Sport and  
Cultural Development and  
Minister Responsible for TransLink





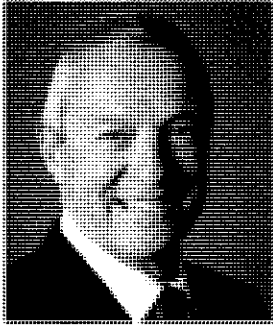


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# MESSAGE FROM THE MINISTER



In today's modern world, app-based technologies have transformed the day-to-day lives of consumers and the way we access services. The advent of transportation network companies (TNCs), specifically, presents consumers with opportunities for new

passenger transportation services through the use of technology. Our government understands that British Columbians want choice and convenience, and as a government, we encourage innovation and competition. We embrace change and are excited to look to the future.

However, while new services can provide consumers with more transportation options, they cannot come at the expense of passenger and driver safety. It is also important to recognize the investments and jobs created by those individuals who already provide passenger transportation services in our province.

Our government believes that before we can have a productive conversation about any changes to passenger transportation services, we must first have a clear understanding of the perspectives of British Columbians regarding the role that passenger transportation plays in their lives. And, we must be informed by a clear understanding of the regulatory environment within which these services are currently delivered.

To help us gain this understanding, the Honourable Todd Stone, Minister of Transportation and Infrastructure has clarified the nature of the current regulatory environment, and I was pleased to lead consultations on behalf of the Government of British Columbia, in collaboration with Minister Stone. The conversations took place across the province, and I heard from a diverse group of stakeholders. These included representatives from the taxi and limousine industry,

transportation network companies, local governments, business and tourism associations; accessibility groups and industries that are affected by commercial passenger transportation regulations, such as insurance and consumer protection groups. In doing so, I was able to hear first-hand a range of insightful comments related to the opportunities and challenges of our Province's vehicle for hire industry.

The following report provides an overview of the:

- current vehicle-for-hire industry in B.C. and the regulatory framework in which it operates;
- methodology of the consultations undertaken since spring 2016; and,
- feedback from the many stakeholders who participated in the consultations.

I wish to thank the participants who took part in the productive consultations that will help to inform our government in determining possible next steps for a "Made in B.C." approach that takes into account the interests of sector participants and consumers. At the end of the day, the path we take will balance the interests of all stakeholders, protect passenger safety and address the public's desire for more choice, convenience and competition.

Our government looks forward to any additional comments that you may have relating to ride sourcing and would be pleased to receive your feedback at:

[RideSourcing@gov.bc.ca](mailto:RideSourcing@gov.bc.ca)



Peter Fassbender

Minister of Community, Sport and Cultural Development and Minister Responsible for TransLink

# I. B.C.'S TAXI INDUSTRY - REGULATORY FRAMEWORK & BACKGROUND

## Regulatory Framework

The taxi/limousine sector is an important contributor to local economies. Across British Columbia there are currently more than 390 taxi/limousine licensees operating over 3,600 vehicles in about 110 municipalities. The sector employs more than 10,000 drivers, in addition to dispatch, vehicle maintenance and operations staff.

Unlike most other provinces, in B.C. the taxi industry is regulated at both the provincial and municipal levels, through six statutes (see Appendix II). The provincially mandated Passenger Transportation Board (PTB) determines the number of taxis that can operate within a municipality, sets the areas those taxis can operate in and determines fare structures. It may also implement policies and programs to address the personal safety of drivers and passengers, and accessibility for all riders, including those with disabilities.

Provincial legislation addresses passenger safety, vehicle safety and insurance. All vehicle-for-hire operators in B.C. must hold a National Safety Code Certificate. The National Safety Code (NSC) is a set of national standards supported by provincial regulations and administered through the Commercial Vehicle Safety and Enforcement Branch in the Ministry of Transportation and Infrastructure. The NSC standards establish minimum safety standards for commercial vehicles and drivers that must be met by all commercial carriers.

Provincial legislation also authorizes local governments to write by-laws that establish the requirements for commercial/business licensing, which may include how many and what types of vehicles can operate, and which can provide specific permitting requirements for drivers in each jurisdiction (Appendix II).

The Registered Owner of a passenger directed vehicle (i.e. vehicles-for-hire, taxis, limousines) must purchase the mandatory Basic vehicle insurance from ICBC. The Registered Owner may purchase additional insurance coverage over and above mandatory ICBC Basic insurance (e.g., extended liability protection, collision and comprehensive insurance) from ICBC or from private insurers in a competitive environment. Currently, there are no insurance coverage options for TNCs with ICBC.

## What Makes Ride Sourcing Unique

Ride sourcing connects passengers to vehicles-for-hire through the use of a mobile smartphone app. Passengers who wish to access the services of a TNC vehicle must download a ride sourcing app on their smart phone and have a credit card on file. Using Global Positioning System technology (GPS), the passenger's location is catalogued when the passenger requests a ride through the app and the nearest driver partner is matched with the passenger.

Typically, the app will provide information to riders to help driver and passenger connect including the first name and a photo of the driver and the vehicle type and licence plate number. The app will also offer options for estimating the cost of the ride, rating drivers and paying the trip fare. TNC drivers are often non-professional drivers who use personal vehicles to provide rides for a fare.

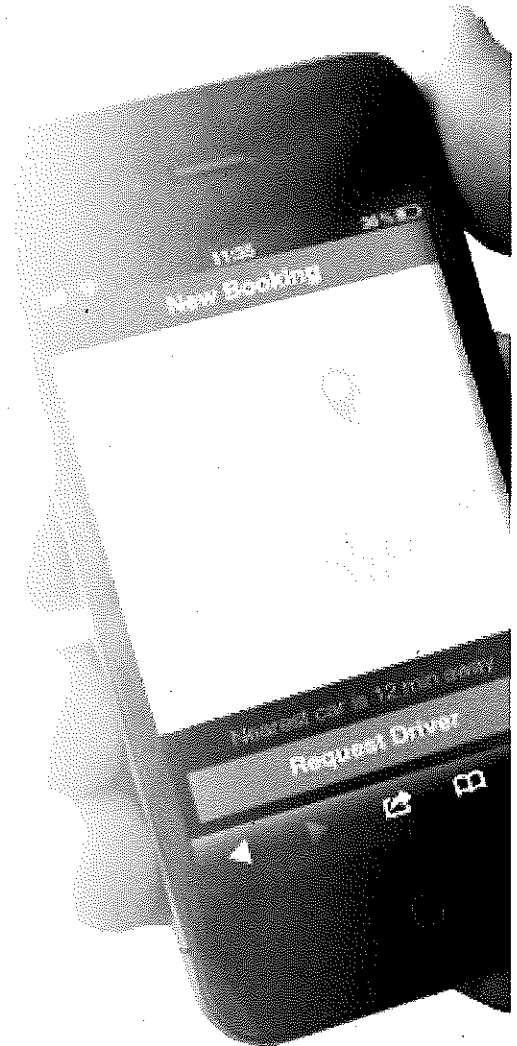
TNCs differ from taxis in a number of ways. For example, TNCs allow drivers to use their personal vehicles to provide part-time, vehicle-for-hire services, whereas taxis operate as full-time vehicles-for-hire.

## Approaches to Ride Sourcing in Canada

Across Canada, TNCs have begun to operate in local jurisdictions. Edmonton was the first Canadian city to approve and regulate ride sourcing through a city by-law on March 1, 2016. Its new regulatory framework for vehicles-for-hire supports consumer choice and passenger safety while complying with provincial regulations that legalize TNCs.

In the following months local governments in Calgary, Ottawa and Toronto also passed by-laws to regulate TNCs in their respective jurisdictions. In June 2016, Quebec passed legislation requiring TNC companies to purchase a taxi permit, and continues discussions with the taxi and ride sourcing industry on the final structure of its regulatory framework. Other jurisdictions across Canada have undertaken stakeholder engagements, consultations and/or surveys to explore potential approaches to taxi and TNC regulations.

B.C.'s current safety and economic regulatory framework for passenger transportation does not make provisions for today's technology and service options. In addition, there is no insurance product provided by ICBC that is priced for part-time, flexible vehicles-for-hire. Under the existing insurance regime, vehicle owners are required to purchase taxi or limousine insurance which is priced to reflect full time, higher risk commercial use.





## II. STAKEHOLDER ENGAGEMENT OVERVIEW

### Commitment to Stakeholder Engagement

The potential entry of ride sourcing into the province has implications for the B.C. economy, the taxi and limousine industry, local governments, consumers, the hospitality industry and other stakeholders. Consequently, it is important that government understands and carefully weighs the potential economic and social impacts of any new entrants to the province's passenger transportation sector.

To this end, the Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development and the Honourable Todd Stone, Minister of Transportation and Infrastructure, engaged in comprehensive, multi-stakeholder consultations over the spring, summer and fall of 2016. Through a targeted engagement process, the Ministers have had the opportunity to hear and understand a range of perspectives on the challenges and benefits that ride sourcing offers for British Columbians. Feedback was received from a wide range of stakeholders including representatives from:

- the taxi/limousine industry;
- TNCs;
- local governments;
- business and tourism associations;
- accessibility groups; and,
- industries affected by vehicle-for-hire regulations, such as insurance and consumer protection groups.

Ensuring that stakeholders were heard through this dialogue is critical to government's analysis of ride sourcing, and provides important information for any future decisions.

### Emerging Principles

Over the course of the consultations, a number of frequently articulated principles emerged. These principles, along with associated recommendations, reflect the views and opinions of stakeholders with whom the Ministers consulted, and are provided for information. This input will be a key aspect of government's consideration of this issue, but does not reflect a provincial position.

## Principle 1—Ensuring Passenger Safety and Vehicle Safety

A large number of stakeholders indicated that the physical safety of passengers should be a priority in any consideration of changes to the passenger transportation framework in B.C. Paired with this, ensuring the safety of passenger vehicles was also identified as a critical issue.

Stakeholder recommendations on how to achieve this included:

- requiring all vehicle-for-hire drivers to complete a background check that includes a criminal record and safe driving check;
- ensuring that drivers have safe driving training;
- requiring adequate liability insurance for all vehicles-for-hire to ensure that passengers and drivers are protected in the event of a vehicle accident and/or injuries; and,
- requiring all vehicles to be newer models and pass regular inspections.

Some stakeholders also observed that the entry of additional vehicles into the market could lead to lower fares. In turn, this increases the likelihood that individuals will choose to use vehicles-for-hire rather than driving under unsafe conditions, leading to an overall increase in road safety.

The issue of leased vehicles for vehicles-for-hire operations was also raised as a consideration. More specifically, in a situation where a leasing company owns a vehicle that is used as a taxi, bus, or limousine, that company remains fully liable for any claims that could arise from a vehicle-related accident.

## Principle 2— Meeting Consumer Demand

The need to ensure that there are enough vehicles on the road to meet consumer demand for services was raised by a number of stakeholders. Several noted difficulties in accessing taxis quickly in urban centres, particularly during peak hours, holidays and special events. By extension, these types of shortages were also perceived by some as an issue of unsatisfactory customer service.

To address consumer demand, some stakeholders suggested that the Province should consider:

- increasing the number of taxi licenses, particularly in urban centres to meet customer demand in a timely manner; and,
- allowing TNCs to operate in B.C. to meet the growing consumer demand for passenger transportation services that can be secured easily and quickly through app-based technology.

### WHAT STAKEHOLDERS SAID...

*Remove red tape to improve transportation affordability and flexibility.*

TOURISM INDUSTRY

*The greatest potential benefactor of ridesharing would be consumers.*

BUSINESS ASSOCIATION

*New transportation service should adhere to the current regulations.*

TAXI INDUSTRY STAKEHOLDER

*Adopt a regulatory framework that ensures public safety, fairness, equity.*

MUNICIPALITY

*Insurance premiums for vehicles and inspections should apply to everyone in the industry.*

TAXI INDUSTRY STAKEHOLDER

*Choice, competition and innovation are the cornerstones of a vibrant business-friendly economy.*

BUSINESS ASSOCIATION



### **Principle 3—*Guaranteeing Accessibility***

A number of stakeholders highlighted the need to ensure that any new entrants to the passenger transportation sector are able to meet the needs of residents and visitors with accessibility issues. Specific feedback addressed a range of associated issues including:

- not compromising the supply of accessible vehicles and ensuring that there are sufficient vehicles to meet the needs of seniors and people with disabilities;
- requiring that all vehicles-for-hire provide a range of booking and payment options; and,
- ensuring that drivers are trained to work with people with disabilities and that high quality services are provided for passengers.

Some stakeholders also suggested that there may be an opportunity for government to develop incentives and establish requirements for TNCs that would support ongoing delivery of accessible services for seniors and people with disabilities.

### **Principle 4—*Ensuring a Fair and Level Playing Field***

Many stakeholders cautioned against creating a two-tier regulatory framework with different rules for TNCs and the existing passenger transportation sector, and expressed the view that all passenger transportation service providers, including TNCs, taxis and limousines, should be subject to similar regulatory requirements. This would ensure fairness across the sector (a level playing field) and a balanced, safe environment for consumers and industry service providers.

Some respondents were concerned that the entry of large numbers of TNCs to the passenger transportation sector could result in a reduction in the value of existing taxi shares. This could negatively impact the livelihood of sector participants, many of whom have made significant investments in the industry, within the parameters of the existing regulatory environment.

Some suggestions from stakeholders to address these issues include:

- implementing consistent regulatory requirements for all passenger transportation providers in the areas of insurance, passenger and vehicle safety requirements, licensing and accessibility standards;
- requiring that all new entrants to the passenger transportation sector pay applicable federal and provincial taxes including Goods and Services, personal or corporate taxes;

- enforcing the same fare structures and rules for TNCs, taxis and limousines; and,
- amending the framework that regulates the passenger transportation sector industry to allow for greater competition between existing and new service providers —many stakeholders suggested that current passenger transportation service providers could satisfy consumer demand for app-delivered services if provided with a modernized regulatory framework.

### **Principle 5— *Building a Streamlined and Modernized Passenger Transportation Sector***

Some stakeholders suggested that B.C.'s passenger transportation sector is overregulated, and hampered by overlapping provincial and municipal regulatory requirements. They suggest that this has resulted in a complex and unwieldy sector where participants must interact with two levels of government, and in a regulatory structure that is challenged to respond to changing consumer interests.

Several also expressed the view that the current regulatory framework has led to lengthy delays in licensing applications and to supply caps that unnecessarily restrict the number of vehicles-for-hire. It was suggested that the resulting disconnect between supply and demand can negatively affect service standards and the ability for providers to meet the full scope of consumer interests.

A number of stakeholders suggested these challenges could be addressed by modernizing B.C.'s passenger transportation licensing structure, including by:

- amending and streamlining existing industry requirements in the vehicle licensing structure to reduce complexity and overlap in regulatory requirements between the province and municipalities; and,
- considering a regulatory model that requires all vehicles-for-hire to meet uniform, provincially-specified driver safety requirements to operate in B.C. This could enable consistent inter-municipal regulations and reduce duplicative or unique permitting requirements prescribed by individual municipalities.

Several stakeholders also suggested that existing passenger transportation providers could enhance their services through the use of value-added app based services, including through features such as providing passengers with trip costs in advance of their securing a ride.







### III. MOVING FORWARD

Government is committed to transparent and open consultation with British Columbians on issues that affect them. Stakeholders have provided valuable and thoughtful feedback on ride sourcing and their perspectives of associated issues and opportunities. This study is intended to provide an overview of what was heard through that process.

The information provided by stakeholders will be an important part of government's consideration of this issue, and its assessment of the possible impacts of potentially allowing new entrants into the passenger transportation sector.

Feedback on the findings of this consultation can be provided at:  
[RideSourcing@gov.bc.ca](mailto:RideSourcing@gov.bc.ca)



# APPENDIX I

## DEFINITIONS FOR THE PURPOSE OF THIS STUDY

**"app based"** is a term used to describe a type of software that can be used for a variety of purposes. In this study this term is used to describe the phone application software used to match up a driver partner with a passenger or passengers.

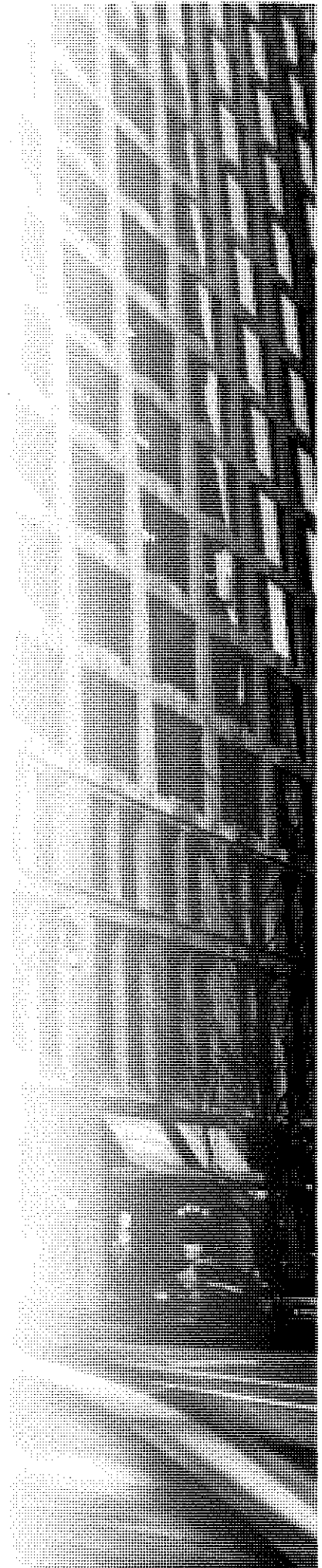
**"driver partners"** is a term used by ride sourcing companies to describe the individuals who drive for the ride sourcing company as independent contractors.

**"Passenger Transportation Board"** is an independent tribunal in British Columbia, established under the Passenger Transportation Act, whose primary responsibility is to make decisions on applications relating to the licensing of vehicles-for-hire and inter-city buses in B.C.

**"ride sourcing"** is a means of connecting riders with drivers via a website or smart phone app. A passenger uses a website or smart phone app, provided by a third party facilitator, to request or hail a ride. The driver typically uses a personal vehicle to transport the passenger for payment (a fare).

**"transportation network companies"** means companies that provide ride sourcing through app based software.

**"vehicle-for-hire"** means any vehicle that is used for the transportation of passengers for payment and includes taxis, limousines and ride sourcing vehicles. This term is synonymous with passenger transportation vehicles.





## APPENDIX II

### CURRENT STATUTES REGULATING B. C. TAXI INDUSTRY

- **Passenger Transportation Act - 2004**

The Act requires any vehicle operated by a person who charges or collects compensation for transporting passengers to hold a passenger transportation licence.

- **Commercial Transport Act - 1959**

The Act sets out the safety rules and standards for the mechanics of the vehicles including inspections, vehicle configuration and safety standards. The Minister of Transportation and Infrastructure is responsible for commercial vehicle safety and enforcement.

- **Insurance (Vehicle) Act - 2007**

The Act establishes the vehicle-related basic and optional insurance products that can be provided by ICBC and private insurers. Vehicle owners are required to purchase insurance specific to the activities/risks of the vehicle.

- **Motor Vehicle Act - 1924**

The Act defines requirement for Class 4 (restricted) driver's licence, which are the responsibility of ICBC, under the administration of the Minister of Public Safety and Solicitor General. The Act also covers vehicle safety standards, semi-annual inspections and enforcement tools.

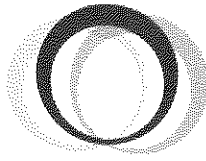
- Class 4 (Restricted) Requirements – must have or be eligible for a class 5, minimum age is 19, no more than 4 penalty points in past 2 years, no motor vehicle related criminal code convictions in past 3 years and must pass a medical exam every 5 years.

- **Local Government Act - 2000 and Community Charter - 2003**

Under the Community Charter, councils are given a broad power, subject to limitations, to licence. The specific regulation of carriers and licensing of commercial vehicles is found in the Local Government Act.

- **Vancouver Charter - 1953**

The Vancouver Charter allows the City of Vancouver to issue commercial vehicle licences and set conditions on the operation of passenger transportation vehicles in Vancouver, including the supply of vehicles.



GREEN COMMUNITIES  
COMMITTEE

September 21, 2016

Ref: 168779

RECEIVED SEP 26 2016

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

Dear Chair Barry 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 2015 reporting year.

As a signatory to the Climate Action Charter you have demonstrated your commitment to work with the Province of British Columbia 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. With the recent release of the B.C. Climate Leadership Plan, your leadership and commitment continues to be essential to building on progress already made and ensuring the achievement of our collective climate action goals. For more information about B.C.'s Climate Leadership Plan, please go to:  
<https://news.gov.bc.ca/releases/2016PREM0089-001501>.

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.

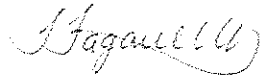
As a Charter signatory who has demonstrated progress on the fulfillment of one of more of your commitments, we are pleased to acknowledge your achievement of Level 1 recognition – 'Progress on Charter Commitments.'

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.

.../2

Mr. Barry Pages and Board Members  
Page 2

Sincerely,



Tara Faganello  
Assistant Deputy Minister  
Local Government Division



Gary MacIsaac  
Executive Director  
Union of British Columbia Municipalities

Enclosures



## **GCC Communiqué on the Climate Action Recognition Program**

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B.C. local governments continue to play a critical role in reducing GHG emissions across the province. In acknowledgment of the ongoing efforts of local leaders, the joint Provincial-UBCM Green Communities Committee (GCC) is pleased to be continuing the Climate Action Recognition Program for B.C. local governments for the 2015 reporting year. This is a multi-level program that provides the GCC with an opportunity to review and publicly recognize the progress and achievements of each Climate Action Charter (*Charter*) signatory.

Recognition is provided on an annual basis to local governments who demonstrate progress on their *Charter* commitments, according to the following:

### *Level 1: Progress on Charter Commitments*

All local governments who demonstrate progress on fulfilling one or more of their *Charter* commitments will receive a letter from the GCC acknowledging their accomplishments.

### *Level 2: Measurement*

Local governments who achieve Level 1 recognition, have completed a corporate carbon inventory for the reporting year, and demonstrate that they are familiar with the Community Energy and Emissions Inventory (CEEI) will receive a 'Climate Action Community 2015' logo, for use on websites, letter head and similar.

### *Level 3: Achievement of Carbon Neutrality*

Local governments who achieve Level 1 and Level 2 recognition and achieve carbon neutrality in the reporting year will receive a 'Climate Action Community – Carbon Neutral 2015' logo, for use on websites, letter head and similar.

To be eligible for this program, local governments will need to complete a Climate Action Revenue Incentive Program (CARIP) Climate Action/Carbon Neutral Progress Survey and submit it online to the Province in accordance with the program guidelines. Determination of the level of recognition that each community will receive will be based on the information included in each local government's annual CARIP report. Additional information on CARIP reporting is available online at: [www.cscd.gov.bc.ca/lgd/greencommunities/carip.htm](http://www.cscd.gov.bc.ca/lgd/greencommunities/carip.htm).

September 7, 2016

Barry Pages, Chair  
Regional District of Skeena-Queen Charlotte  
14-342 3rd Ave W.  
Prince Rupert, BC V8J 1L5

RECEIVED OCT - 3 2016

Dear Barry Pages,

**Re: Another Opportunity to Have Your Say in Canada Post Review**

I am following up on our June 6<sup>th</sup> correspondence about the Canada Post Review to provide you with additional information on phase 2 of the review.

This fall, a parliamentary committee will be consulting with Canadians on postal service and the options identified by a task force in phase 1. The committee will make recommendations to the government by year's end. The government expects to announce its decisions about Canada Post in the spring of 2017.

You may be interested to know that the options identified by the task force include major changes to the moratorium on post office closures in rural and small towns. The task force suggests "updating" or "refreshing" the moratorium. It outlines the cost savings that could be achieved by converting to franchises or closing all corporate outlets, or only the 800 highest yielding offices. You can see the full task force discussion paper at <http://www.tpsgc-pwgsc.gc.ca/examendepostescanada-canadapostreview/rapport-report/consult-eng.html>

CUPW would like to ensure that the views of municipalities are considered during each stage of the Canada Post Review. Therefore, we are urging you to fill out the parliamentary committee's online survey from September 26 to October 21 at [parl.gc.ca/OGGO-e](http://parl.gc.ca/OGGO-e) and encourage residents to do likewise. During this time, paper surveys will be available upon request. The committee will also hold public consultations across the country.

The union has attached information on how to provide input in phase 2, as well as a new resolution for your consideration. You can learn more about the review by going to [CUPW.ca/canadapostreview](http://CUPW.ca/canadapostreview) and [Canada.ca/canadapostreview](http://Canada.ca/canadapostreview)

Thank you for taking the time to read this letter and anything you can do to help us convince the parliamentary committee to recommend against further cuts at Canada Post in favour of building a 21<sup>st</sup> century post office that expands services, generates revenues and meets the needs of Canadians.

In solidarity,

Mike Palecek  
National President

c.c. National Executive Committee, Regional Executive Committees, National Union Representatives, Regional Union Representatives, Specialists, Campaign Coordinators, Negotiators

/bk cope 225

### **Public review on future of Canada Post**

**Whereas** Canada Post announced drastic cutbacks to our public postal service in December 2013, including plans to end home mail delivery in our country.

**Whereas** there was a huge public outcry in response to the cutbacks and stiff opposition from most federal parties, including the Liberal Party, which promised to halt the delivery cuts and conduct a review of Canada Post, if elected.

**Whereas** the delivery cuts were halted and our Liberal government is currently conducting a Canada Post Review, which started earlier this year with an independent task force to identify options for the future of postal service in this country.

**Whereas** a parliamentary committee will hold e-consultations and meetings in various locations across the country on postal service and the options that have been identified by the task force and then make recommendations to the government on the future of Canada Post.

**Whereas** it will be crucial for the parliamentary committee to hear our views on key issues, including the importance of maintaining the moratorium on post office closures, improving the Canadian Postal Service Charter, adding postal banking, greening Canada Post, keeping decent post office jobs in our communities, preserving daily delivery, restoring home mail delivery, developing services that help older Canadians remain in their homes and providing services that assist people with disabilities,

**Therefore be it resolved** that (name of municipality) 1) Fill out the parliamentary committee's on line survey about Canada Post from September 26 to October 21 at [parl.gc.ca/OGGO-e](http://parl.gc.ca/OGGO-e) and encourage residents to do likewise 2) Attend the public consultations being held across the country

### Have your say!

1) Fill out the parliamentary committee's on line survey from September 26 to October 21 at: [parl.gc.ca/OGGO-e](http://parl.gc.ca/OGGO-e). During this time, you can also request a paper version of the survey by phoning 613-995-9469 or writing to Standing Committee on Government Operations and Estimates, Sixth Floor, 131 Queen Street, House of Commons, Ottawa, Ontario, K1A 0A6 Canada.

2) Attend one of the public consultations being held across the country. For more information, go to:

<http://www.parl.gc.ca/HousePublications/Publication.aspx?Language=e&Mode=1&Parl=0&Ses=0&DocId=8391013> (Note: Information on western and northern locations to come)

You can get information on the process and key issues in the weeks to come at [CUPW.ca/canadapostreview](http://CUPW.ca/canadapostreview).

### What to say

Let the committee know what your key issues are:

- Getting your home mail delivery back?
- Keeping your public post office?
- Greening the post office?
- Creating services that support seniors and people with disabilities?
- Bringing back our postal bank for more inclusive, accessible financial services for everyone?

List of locations to be visited by the parliamentary committee:

Corner Brook and St. John's, Newfoundland  
Sydney and Halifax, Nova Scotia  
Charlottetown, Prince Edward Island  
Bathurst, New Brunswick  
Levis, Quebec City, Blainville and Montreal, Quebec  
Toronto, Kitchener, Windsor, Dryden, and Sandy Lake First Nation, Ontario  
(Following locations to be confirmed)  
Surrey, British Columbia  
Edmonton and Calgary, Alberta  
Yellowknife, Northwest Territories  
Regina and Moose Jaw, Saskatchewan  
Winnipeg, Manitoba

Please share your input with us at [Feedback@cupw-sttp.org](mailto:Feedback@cupw-sttp.org) or mail to Mike Palecek, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3





RECEIVED OCT - 7 2016

September 27, 2016

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

Dear Chair Barry Pages and Board,

On behalf of the Board of Directors of the Local Government Management Association, I am pleased to share the 2015 Annual Report with you. As a non-profit professional development and training organization created by the Union of BC Municipalities in 1919, we deeply appreciate the support and confidence elected officials place in our Association to ensure your staff have the skills, expertise and competencies to effectively serve your organization and community.

I encourage you take some time to review this Annual Report, which highlights the work the Association has undertaken over the past year, its accomplishments and the services provided to local government professionals across British Columbia. The Annual Report summarizes the key goals and strategies of the Association's Strategic Plan and tracks the performance metrics set by the Board of Directors to reflect accountability to our members and those who attend our programs and training workshops

We are also committed to making sure that a new generation of professionals will be ready to take on their roles with a range of educational and professional development offerings in leadership and management skills. The LGMA aspires to be a national and international leader in Local Government Excellence through the provision of outstanding service to the local government profession.

You may also view the Annual Report online at  
<http://www.lgma.ca/EN/main/resources/annual-report.html>

I welcome and appreciate any comments or feedback you may have. Thank you again for your ongoing support.

Sincerely,

Paul Murray  
 President, Board of Directors, LGMA

LOCAL GOVERNMENT MANAGEMENT ASSOCIATION  
 OF BRITISH COLUMBIA

7th Floor, Central Building 620 View St Victoria, BC V8W 1J6 Canada  
 Telephone: (250) 383-7032 Fax: (250) 383-4879 General E-mail: [office@lgma.ca](mailto:office@lgma.ca)



**VIA EMAIL**

info@sqcrd.bc.ca

October 11, 2016

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

Dear Sir or Madam:

Re: British Columbia Hydro and Power Authority and FortisBC Inc.  
Residential Inclining Block Rate Report to the Government of British Columbia

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Most residents in BC pay for electricity on a two-tier rate (known as a residential inclining block rate or a residential conservation rate). Under the two-tier rates, customers pay a lower price for electricity consumed up to a threshold and a higher price for electricity consumed above the threshold.

The BC Minister of Energy and Mines has asked the British Columbia Utilities Commission to report to the government on the impact of these two-tier rates. As part of the Commission's review, BC Hydro and FortisBC have provided reports containing data on the impacts of these rates on their customers.

We have or will be posting the attached public notice in major and community newspapers throughout the province seeking public comments on BC Hydro and FortisBC's reports. **We are also asking for your support in communicating the contents of the enclosed public notice to residents within the Regional District of Skeena-Queen Charlotte.** Possible ways for you to distribute the public notice to residents in your regional district include:

- post on your website;
- discuss at any public meetings, as appropriate; and/or
- post in public spaces such as the library, city hall or recreation centre.

If possible, we would appreciate you responding to the Commission indicating what measures your Regional District pursued to distribute the public notice.

More information about the process is available on the Commission's website at:  
<http://www.bcuc.com/ApplicationView.aspx?ApplicationId=506>.

If you require further information, please contact Alison Thorson, Director – Policy, Planning and Customer Relations at 1-800-663-1385 or Commission.Secretary@bcuc.com. Thank you in advance for your participation in this public consultation process.

Yours truly,

Laurel Ross

AT/pw  
Enclosure



## Request for Comments

### Residential two-tier electricity rates

Most residents in BC pay for electricity on a two-tier rate (known as a residential inclining block rate or a residential conservation rate). Under the two-tier rates, customers pay a lower price for electricity consumed up to a threshold and a higher price for electricity consumed above the threshold.

The BC Minister of Energy and Mines has asked the British Columbia Utilities Commission to report to the government on the impact of these two-tier rates.

### Request for your comments

As part of the Commission's review, BC Hydro and FortisBC have filed reports on the impacts these rates have had on their customers. The Commission is seeking comments on BC Hydro and FortisBC's reports.

These reports, titled BC Hydro Utility Report and FortisBC Utility Report, can be found on the Commission's website at [www.bcuc.com](http://www.bcuc.com) under Current Proceedings > BCUC RIB Rate Report > Hearing and Other Documents or <http://www.bcuc.com/ApplicationView.aspx?ApplicationId=506>.

Please provide your comments using the Commission's Letter of Comment Form found online at <http://www.bcuc.com/Register-Letter-of-Comment.aspx>. All comments must be received in writing.

Please send your written comments by email or mail to the Commission Secretary on or before **Thursday, November 24, 2016** at:

**Email:** [Commission.Secretary@bcuc.com](mailto:Commission.Secretary@bcuc.com)

**Mail:** Ms. Laurel Ross  
Acting Commission Secretary  
BC Utilities Commission  
Sixth Floor, 900 Howe Street  
Vancouver, BC V6Z 2N3

For more information please contact the Commission using the contact information above or by phone at 1-800-663-1385.



**PRINCE RUPERT  
PORT AUTHORITY**

LINKING A WORLD OF OPPORTUNITY

September 15, 2016

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

Dear Chair and Board of Directors:

In July of 2014, the District of Port Edward invited the Regional District of Skeena-Queen Charlotte, the City of Prince Rupert and the Prince Rupert Port Authority to form an ongoing "Standing Committee of North Coast Port Municipalities".

As the District noted in its correspondence, "The formalization of such a (committee) mechanism would continue to improve working relationships between PRPA and North Coast municipalities. We believe the joint structure would promote collaboration, understanding and even dispute resolution between PRPA and North Coast municipalities..."

We agree. We also feel that the concept is worth revisiting.

I have attached a copy of the letter in which the District provides suggestions with regards to membership, schedule and potential topics.

Please indicate your interest in investigating this proposal at your earliest convenience, and the Port will offer to coordinate an initial meeting of the interested parties with the objective of defining the Terms of Reference for an ongoing information sharing initiative.

Sincerely,

**PRINCE RUPERT PORT AUTHORITY**

Don Krusel  
President & Chief Executive Officer

Attachment

CC: Mayor Lee Brain and Council, City of Prince Rupert  
Mayor Dave MacDonald and Council, District of Port Edward  
Mr. Robert Long, CAO, City of Prince Rupert  
Mr. Bob Payette, CAO, District of Port Edward  
Mr. Doug Chapman, CAO, Skeena-Queen Charlotte Regional District

PRINCE RUPERT PORT AUTHORITY  
200 – 215 COW BAY ROAD, PRINCE RUPERT, BRITISH COLUMBIA CANADA V8J 1A2  
TEL. 250 627 8899 FAX. 250 627 8980 EMAIL. pcorp@rupertport.com

ADMINISTRATION PORTUAIRE DE PRINCE-RUPERT  
200 – 215 CHEMIN COW BAY, PRINCE RUPERT, COLOMBIE-BRITANNIQUE CANADA V8J 1A2  
TEL. 250 627 8899 FAX. 250 627 8980 EMAIL. pcorp@rupertport.com





# District of Port Edward

Clean, Neat & Green

July 23, 2014

Prince Rupert Port Authority  
Attn: Ken Veldman  
Suite 200 – 215 Cow Bay Road  
Prince Rupert, BC V8J 1A2

## **Re: Standing Committee of North Coast Port Municipalities**

Local communities and governments on the North Coast have generally been supportive of the port industry and its related activities, and recognize its important contribution to the economic health of our region.

From a municipal point of view, Port activity has a large impact on our municipal property tax base, and municipalities have a common interest in working with the industry to enhance predictability and stability. However, there are often concerns and issues that impact municipal interests, and many of these are likely best dealt with on a collective local government basis.

The District of Port Edward would like to propose the formation of a standing committee of North Coast port municipalities. We would suggest that the committee require equal representation from the City of Prince Rupert, Skeena Queen Charlotte Regional District, and the District of Port Edward. We would also propose that the Prince Rupert Port Authority be requested to attend as a permanent ex-officio member, with other port and transportation-related organizations invited to attend to discuss specific issues as required.

The formalization of such a mechanism would continue to improve working relationships between PRPA and North Coast municipalities. We believe the joint structure would promote collaboration, understanding and even dispute resolution between PRPA and North Coast municipalities with respect to many regional issues, including fiscal issues, land use and infrastructure planning.

On a practical level, the joint committee structure would provide a fixed schedule to ensure regular port updates and ongoing communication between elected officials and senior staff of the organizations involved. It would also provide a forum that would allow issues to be discussed in





a more engaged and detailed manner before reporting formally back up to the respective organizations. Like any other committee, its recommendations would not be binding.

The District of Port Edward does not envision this committee as replacing bilateral meetings, discussions or negotiations between its member municipalities and PRPA, or any other port-related organization. Instead, it would provide a more timely and more engaged context for those discussions to occur in.

I would like to suggest that the committee be made up of the Mayors/Chair, one senior staff representative from each Community and Regional District and one senior staff person from the Prince Rupert Port Authority. The meetings should be held quarterly.

Yours truly,

Ron Bedard,  
Chief Administrative Officer





Reference: 223989

October 11, 2016

RECEIVED OCT 17 2016

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

Dear Chair Pages:

Thank you for your letter of August 16, 2016, regarding the proposed Aurora LNG project footprint overlap with the Dodge Cove Official Community Plan and the provincial permitting process. As this issue falls under the purview of the Ministry of Forests, Lands and Natural Resource Operations, I am responding on behalf of my colleagues.

We understand that the Proponent has met with Dodge Cove and SQCRD representatives regularly to discuss key concerns and issues in relation to the project, including potential overlap of the project site with the Dodge Cove Official Community Plan boundary and objectives.

As the Proponent is planning to submit their application for an Environmental Assessment Certificate for the Aurora LNG Digby Island Project in October 2016, they will include the results of their research and assessment of potential effects of the project on residents of Dodge Cove and proposed mitigation measures. The Environmental Assessment Office will be responding to you separately with more details.

Page 1 of 2



Barry Pages, Chair

Regarding the Aurora LNG Facility project at Digby Island, which is managed by the Ministry of Forests, Lands and Natural Resource Operations, it is in the early investigative phase and ministry staff have committed to engage fully with the Regional District on this project. Tami Fur, Manager of Major Projects, will be contacting you shortly to discuss future engagement on this project.

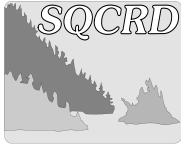
Thank you again for writing.

Sincerely,

A handwritten signature in black ink that reads "Steve Thomson". The signature is fluid and cursive, with a long horizontal stroke extending from the end of the name.

Steve Thomson  
Minister

pc: Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development  
Honourable Todd Stone, Minister of Transportation and Infrastructure  
Tami Fur, Manager, Major Projects, Ministry of Forests, Lands and Natural  
Resource Operations  
Sean Moore, Project Assessment Manager, Environmental Assessment Office



**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)

---

August 16, 2016

Honourable Steve Thomson  
Minister of Forests, Lands and Natural Resource Operations  
PO Box 9049 Stn Prov Govt  
Victoria, B.C. V8W 9E2

**Attention: Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource Operations**

Dear Minister:

**Re: Proposed Aurora LNG Project Footprint Incursion into the Dodge Cove Official Community Plan and Provincial Permitting Process**

Please be advised that at its regular meeting held August 12, 2016, the Board of the Skeena-Queen Charlotte Regional District (SQCRD) resolved to send the enclosed correspondence from the SQCRD to the Aurora LNG Project team. The purpose of this is to bring to your attention the SQCRD's concern with the current incursion of the proposed Aurora LNG project footprint into the Dodge Cove Official Community Plan (OCP) boundary, as established by the *Official Community Plan of Dodge Cove Bylaw No. 199, 1989*, and subsequent amendments thereto (enclosed).

Further to the SQCRD's concerns with the OCP incursion, the Board is dismayed by the fact that, given the requirements of the *Local Government Act*, which require provincial approval before the adoption of any OCP bylaw, the province was unable to forewarn the proponents of any potentially conflicting land use policies and jurisdictional overlap. Recognizing that coming together as a collective group between government and industry is not always possible in the early stages of project discussions, a referral process directing the Aurora LNG Project team to our administration office would have been appropriate.

It is extremely important that provincial and local governments work in cooperation with each other, particularly as the region experiences an influx of proposed major industrial projects, to achieve shared goals surrounding the economy and environment.

Should you have any questions with regard to the contents of this letter, please do not hesitate to contact the administration office of the SQCRD.

Yours truly,

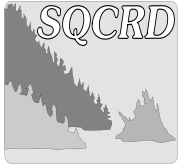
**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**

A handwritten signature in blue ink, appearing to read 'B. Pages', is positioned above a faint, light blue circular stamp.

Barry Pages  
Chair

Cc: Nathan Cullen, MP  
Jennifer Rice, MLA

:df



## STAFF REPORT

**DATE:** October 21, 2016

**TO:** D. Chapman, Chief Administrative Officer

**FROM:** D. Fish, Corporate Officer

**SUBJECT:** October 5, 2016 Correspondence to NCRD Board – RE: Improved Passenger Ferry Service to Dodge Cove

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### Recommendation:

**THAT** the memorandum from staff entitled “October 5, 2016 Correspondence to NCRD Board – RE: Improved Passenger Ferry Service to Dodge Cove” be received;

**AND THAT** the Board of the North Coast Regional District direct staff to complete the work necessary to prepare a financial analysis for a proposed passenger ferry service for Electoral Areas A and C.

---

### PURPOSE:

The purpose of this memorandum is to provide an update to the Board of the North Coast Regional District (NCRD) with respect to the Electoral Area A & C Passenger Ferry Service Project as it pertains to the correspondence received on October 5, 2016 (Attachment A).

At its Regular Meeting held August 12, 2016 the Electoral Area Advisory Committee received a report from staff entitled “Community Ferry Service Update” which outlined work completed to date on the community passenger ferry service project for electoral areas A and C, including the results of a community needs assessment survey conducted in each area (Attachment B).

### BACKGROUND:

The NCRD Board has directed staff to investigate the feasibility of establishing a foot passenger ferry service to three identified communities located in electoral areas A and C. A Community Passenger Ferry Service Study summarized research conducted including:

- Research of public information;
- Literature review; and
- Previous work completed such as a 2013 Request for Expression of Interest (RFEOI) issued by the NCRD.

Based on this information, it concluded that improving access by small passenger ferry service will result in direct benefits for the communities and the region as a whole. It also finds that enhancing passenger ferry services requires strategic balance between public and private entities to ensure the level of service offered to these communities is sustainable and cost effective over the long term.

Community members and stakeholders alike have expressed the desire to see improved access to Prince Rupert via reliable year-round passenger ferry services. Current services to and from Dodge Cove, Oona River and Hunts Inlet are either limited or non-existent. This limited access to the mainland presents many barriers to the social and economic opportunities for these communities.

## **DISCUSSION:**

As requested, a summary of survey results as attached to this report. Any further analysis of survey and additional information to be conducted is identified in next steps.

Of the people who responded to the survey, 45% were employed either full time or part time. Retirees accounted for an additional 45% of responses. The remaining 10% of respondents worked seasonally or were unemployed.

With respect to current travel to Prince Rupert: 23% of respondents stated they travel daily or several times per week; 12% of respondents stated they travel during the weekends; 54% of respondents stated they travelled 1 or more times per month; and 12% of respondents stated they rarely travel to Prince Rupert.

The main reasons cited for travel to Prince Rupert was to pick up supplies (69%) and to attend work or school (23%).

82% of respondents stated they used travel by way of private vessel to get to Prince Rupert, with 12% using a ferry and an additional 6% using flight services.

When asked how often do you take the ferry, respondents stated:

Most Trips	5%
Some Trips	20%
Occasionally	35%
Never	39%

When asked how much you usually pay for one round trip, respondents stated:

Under \$20	35%
Under \$50	28%
About \$100	13%
Above \$100	12%

When asked how often would you use a ferry service if it was enhanced, respondents stated:

More than once per week	29%
Once or twice per month	28%
More than three times per month	32%
Never	12%

#### **NEXT STEPS:**

1. Service analysis
  - a. Survey data
  - b. Review the results from the Request for Expression of Interest
  - c. Review estimated costs and prepare a financial analysis to determine if the project should proceed to the business case stage.
2. Investigate funding opportunities and cost recovery methods
  - a. Work with grant writer to identify funding opportunities
  - b. Work with Staff to develop a business case
3. Complete review of work and final Staff review of the proposed business case to ensure all information required has been collected and presented.
4. Draft Request for Proposal (RFP)  
If the Board approves the business case, a RFP will be released for the service. There is potential of running a pilot project to allow for a full review after two years to ensure service is effective and efficient.
5. Issue RFP

#### **FINANCIAL IMPLICATIONS:**

If the Board agrees to proceed to the next steps, a financial analysis needs to be done to determine what the tax subsidy will be in the best and worst case scenarios. After the financial analysis is presented to the Board, a determination can be made as to whether or not the Board wants to proceed to the business case stage.

#### **CONCLUSION:**

The Electoral Area Advisory Committee, at its Regular Meeting held August 12, 2016, recommended that the Board of the NCRD direct staff to complete the work necessary to prepare a financial analysis for a proposed passenger ferry service project for electoral areas A and C.

October 5, 2016

Attention: The Board  
Skeena-Queen Charlotte Regional District  
14-342 3rd Avenue West  
Prince Rupert BC Canada V8J 1L5

Lou Allison  
Resident of Dodge Cove  
PO Box 789  
Prince Rupert, BC V8J 3Y1

RECEIVED OCT - 5 2016

RE: Improved passenger ferry service to Dodge Cove

Hello Board Members:

I am writing to encourage the SQCRD to improve the passenger ferry service, if possible, to Dodge Cove.

I have been on the SQCRD website and read the the Community Passenger Ferry Service Study. A study for long-term planning is all well and good, but I would like to request an immediate and simple improvement to the service to Dodge Cove.

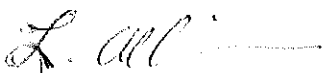
Presently, during the fall, winter and spring months, Dodge Cove has seven scheduled passenger ferry runs per week: Monday, Wednesday & Friday mornings; Wednesday, Friday & Saturday evenings; and Saturday at noon. In the summer, there are four runs: Wednesday morning and evening; Saturday noon and evening. The reason that the allocations of trips is seasonally uneven is to stack the runs during the dark, inclement part of the year.

It would be very helpful if one more run a week could be added during that time of year: a return trip on Monday evening. As it stands now, if someone goes over on the ferry on Monday morning, they have to find a ride back at the end of the day. This prevents some people from using the ferry, and opting to take their own boat across just to ensure being able to get home. It also adds an extra layer of difficulty for people who do take it.

An extra 40-45 runs a year would be greatly appreciated by me, and other regular ferry users.

I have spoken with Debbie Davis, co-owner of Westcoast Launch (which provides the very reliable and professional current ferry service) and the company would be amenable to adding the runs if the financing was provided.

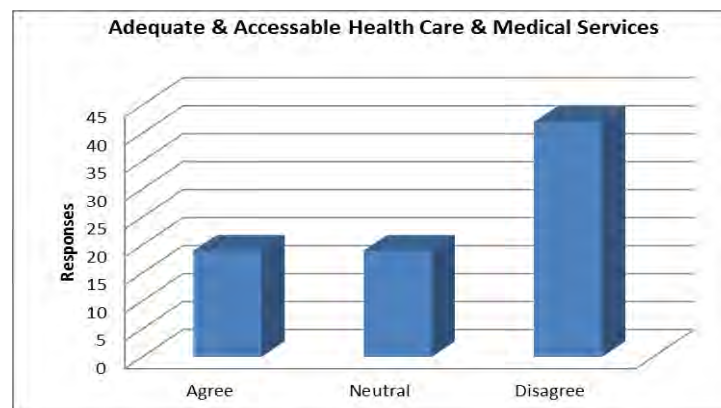
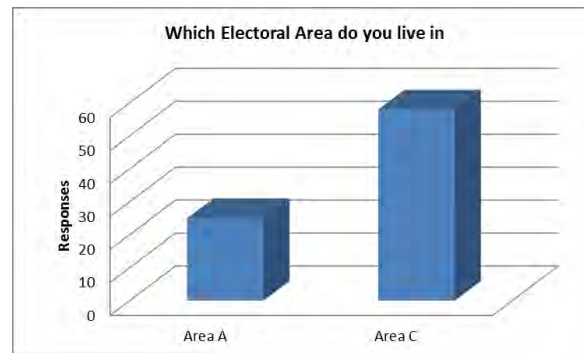
Thank you for your consideration of this request.



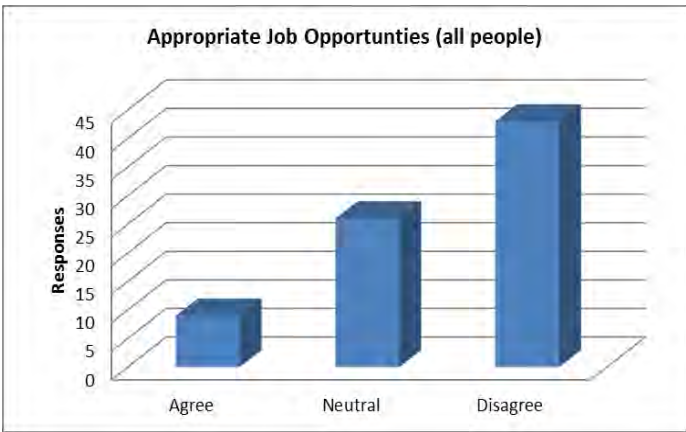
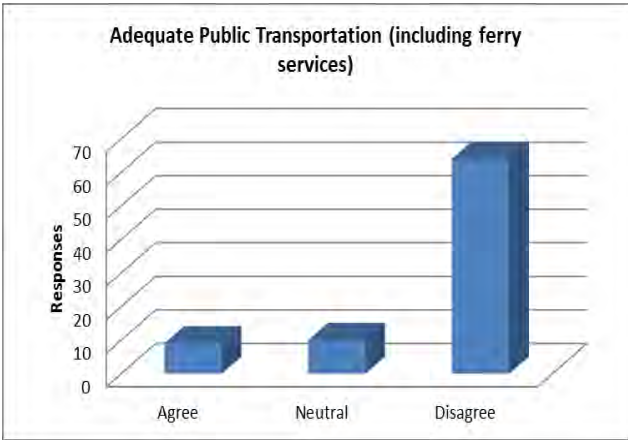
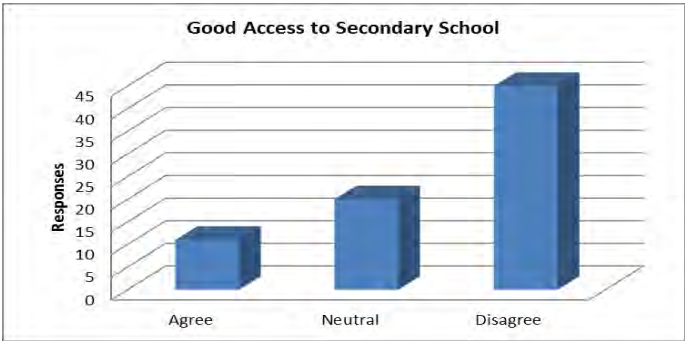
Lou Allison  
c.c Des Nobels, representative Area A, SQCRD

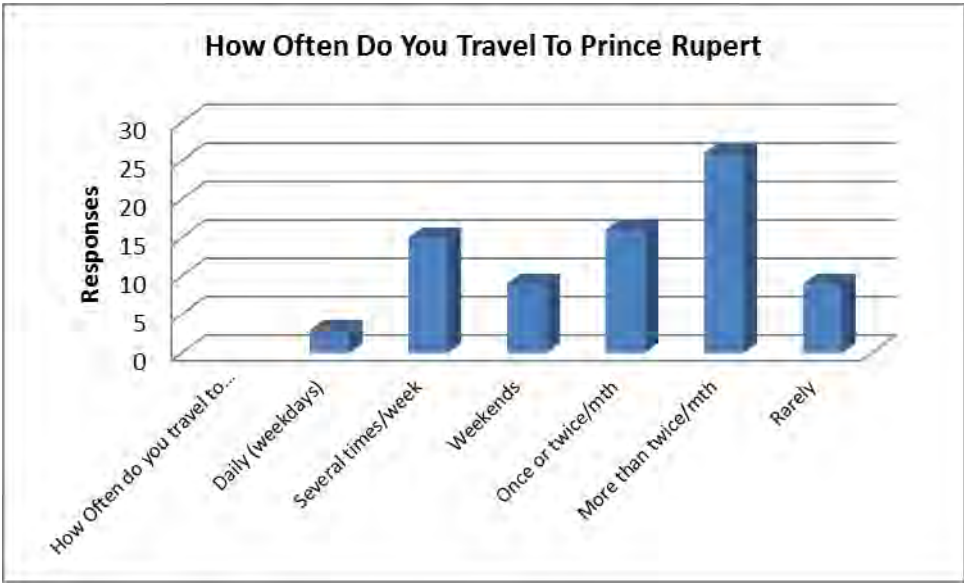
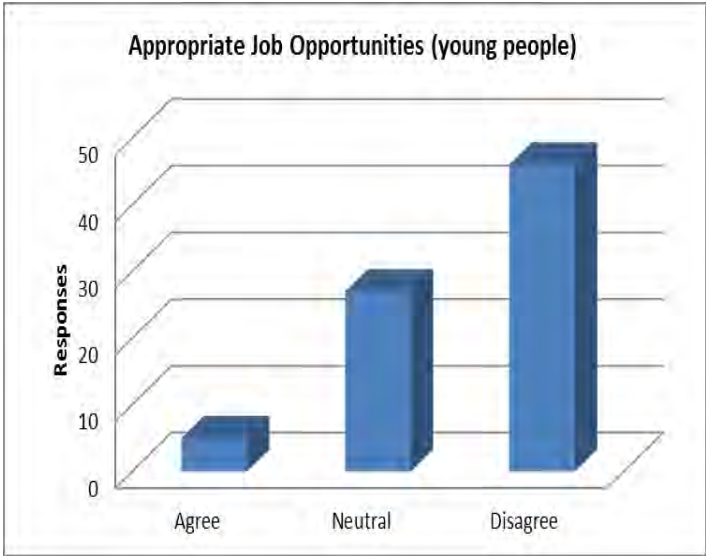


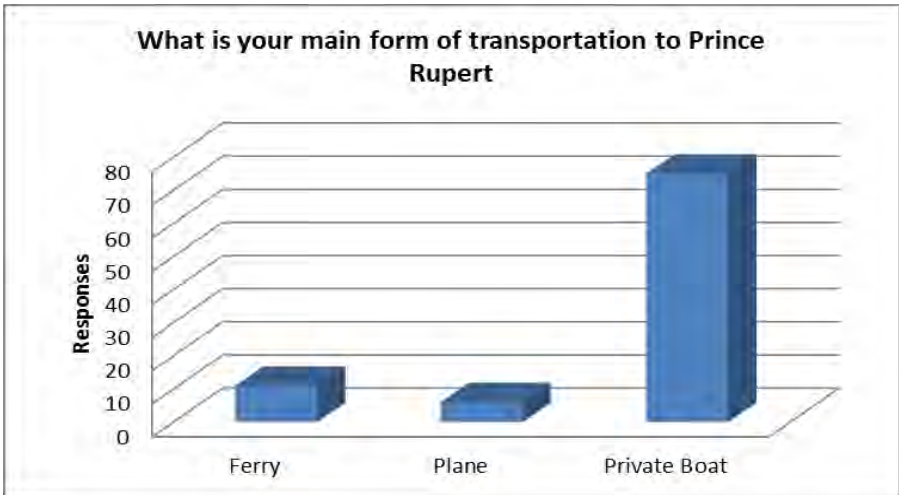
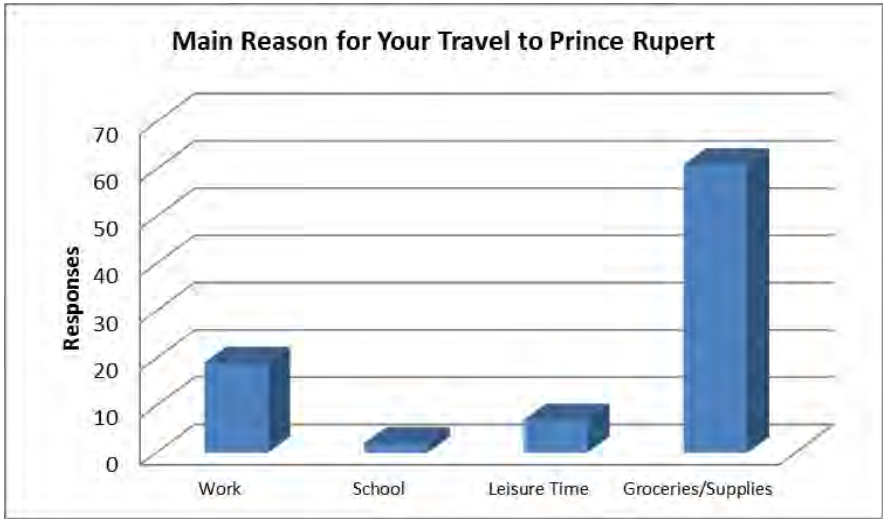
## Schedule "A" Community Ferry Service Update

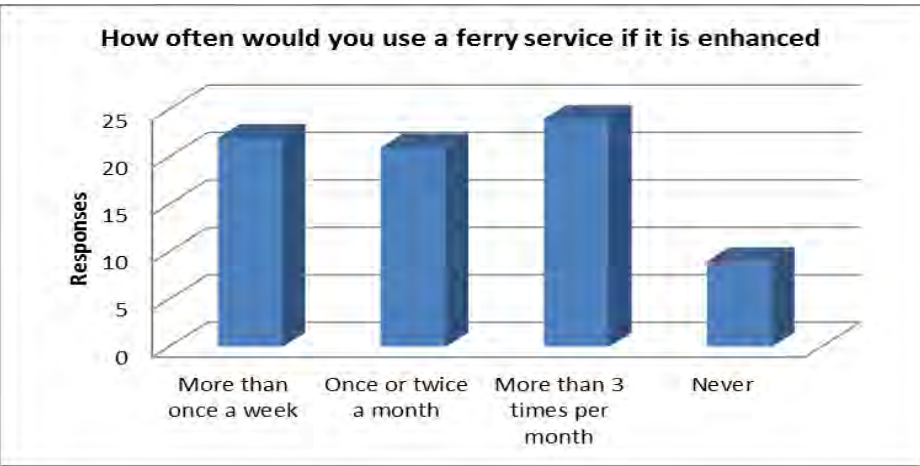
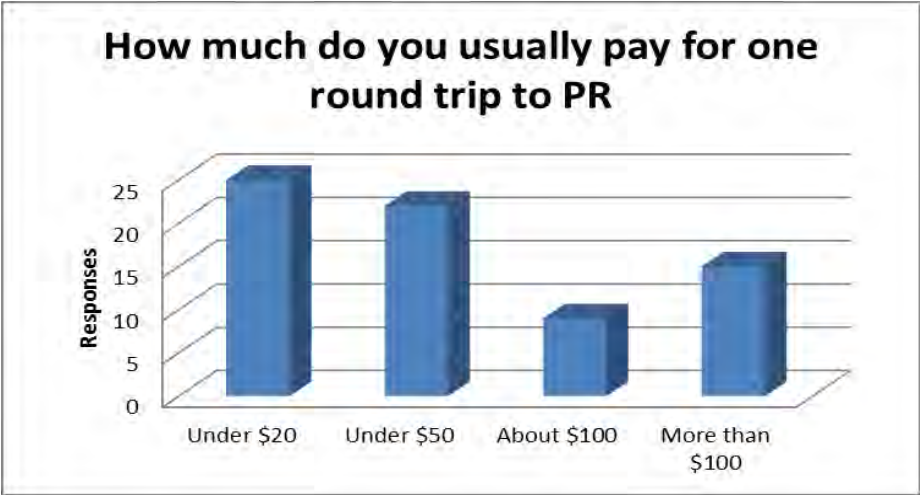


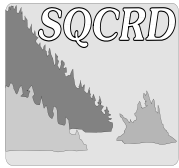
Schedule "A"  
Community Ferry Service Update











## STAFF MEMORANDUM

**DATE:** October 21, 2016

**TO:** D. Chapman, Chief Administrative Officer

**FROM:** D. Fish, Corporate Officer

**SUBJECT:** Municipal Name Change to the North Coast Regional District

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### Recommendation:

**THAT** the memorandum from staff entitled “Municipal Name Change to the North Coast Regional District” be received for information.

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### PURPOSE:

The purpose of this memorandum is to provide an update to the Board of the North Coast Regional District (NCRD) with respect to the local government name change from the Skeena-Queen Charlotte Regional District (SQCRD) to the NCRD.

### BACKGROUND:

At its Regular meeting held November 20, 2015 the Board received a staff report outlining the proposed consultation to take place with various stakeholders with regard to the SQCRD’s proposed municipal name change to the “North Coast Regional District”. At that time, the Board approved a consultation process that included stakeholder engagement and an alternative approval process to take place over the course of five (5) months.

In May of 2016, following consultation, the Board resolved to request that the Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development recommend to the Lieutenant Governor that the name of the SQCRD be changed to the North Coast Regional District.

The Province of B.C., through Order in Council No. 653, issued Letters Patent on September 19, 2016 to change the name of the SQCRD to the North Coast Regional District.

### DISCUSSION:

The process to request a name change from the Province of B.C. is now complete. A press release (Attachment A) announcing the name change was issued on October 11, 2016 and provided to internal and external stakeholders, including member municipalities, committees, media and the general public.

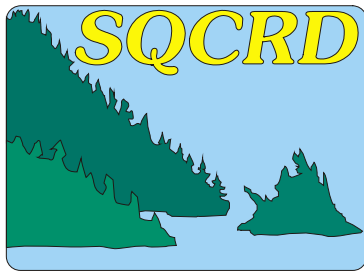
The Letters Patent stipulates that, after the date the Letters Patent are issued, a reference to the SQCRD in any commercial paper, lease, permit or other contract, instrument or document is deemed to be a reference to the NCRD. More importantly, all bylaws, permits, resolutions, licenses or other actions passed, made, issued or otherwise approved by the SQCRD are to remain in full force and effect as if passed, made, issued or otherwise approved by the NCRD (grandfathering).

Staff have begun to quantify the scope and cost of a rebranding exercise to be undertaken in 2017 and will provide further information for the Board's consideration during the 2017-2021 Financial Planning (budget) discussions.

**CONCLUSION:**

The Skeena-Queen Charlotte Regional District municipal name change to the North Coast Regional District has been granted, effective September 19, 2016.





## NEWS RELEASE

FOR IMMEDIATE RELEASE

### **SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT RENAMING TO THE NORTH COAST REGIONAL DISTRICT**

Since the formalization of Haida Gwaii's name change in 2010, there has been much discussion at the Skeena-Queen Charlotte Regional District (SQCRD) Board table to explore alternative naming conventions for the SQCRD to better align with current geography.

In November 2015, the Board of the SQCRD outlined a process to consult and engage with stakeholders in the region, including member municipalities, First Nations, senior governments and the electorate, with regard to the SQCRD's proposed municipal name change from the SQCRD to the North Coast Regional District (NCRD).

Ending in May of 2016, the consultation process was carried out in two phases. The first phase of consultation included engaging with stakeholder groups directly for input, with the second phase including a more formal alternative approval process for the electorate to provide its feedback into the process. All responses throughout consultation were positive and, generally, supportive of the proposal.

Following the end of consultation, the Board of the SQCRD made a formal request to the Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development, that he recommend to Cabinet that the SQCRD, officially, be renamed to the North Coast Regional District.

By way of Letters Patent issued September 19, 2016, the SQCRD's request to change its name has been granted and, moving forward, will be referred to as the North Coast Regional District.

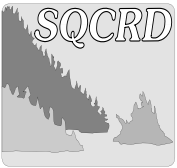
It is the NCRD's intent to undertake a rebranding initiative in 2017, subsequent to budget discussions for the following year scheduled to take place in late 2016.

Chair Pages stated "The Board of the NCRD would like to take the opportunity to thank stakeholders for taking part in the consultation process, and would also like to thank Minister Fassbender for his advice and efforts on this initiative to better align the name of the Regional District to current geography."

- 30 -

#### **For more information:**

Daniel Fish, Corporate Officer  
North Coast Regional District  
Tel.: (250) 624-2002 Extension 2



## STAFF REPORT

**DATE:** October 21, 2016

**TO:** D. Chapman, Chief Administrative Officer

**FROM:** D. Lomax, Haida Gwaii Regional Recreation Coordinator

**SUBJECT:** Haida Gwaii Recreation Quarterly Reporting: July – September, 2016

### Recommendation:

**THAT the Board receives the staff report “Haida Gwaii Recreation Quarterly Reporting: July – September, 2016” for information.**

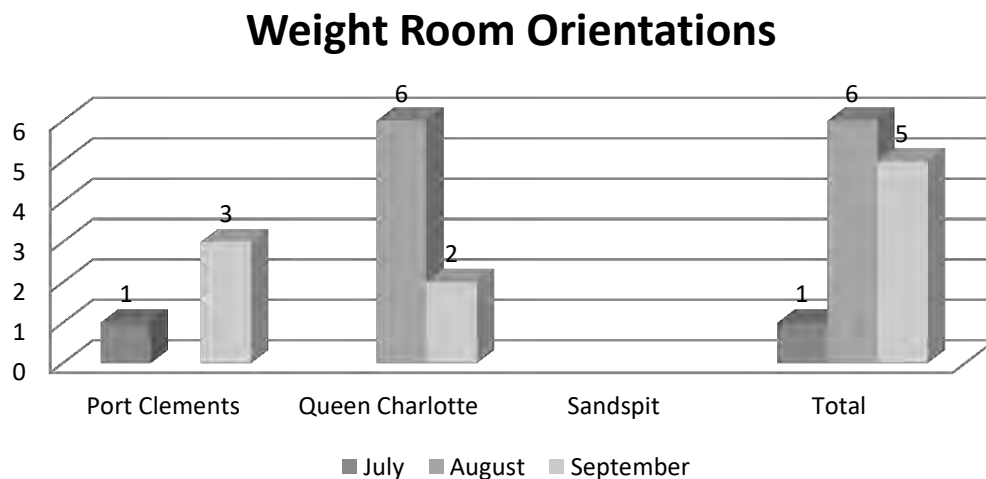
### BACKGROUND:

From July to September 2016, the Haida Gwaii Regional Recreation Commission (HGRRC) offered support for programs in varying degrees of capacity, which included the operation of registered HGRRC programs; coordination and support for drop-in sports programs; and participation and support for community events across Haida Gwaii. These programs are categorized as being either: ran/led; cooperative/partnership; or supporting.

### DISCUSSION:

#### Weight Room Orientations-Port Clements and Queen Charlotte (Ran/Led Program)

Over the past 3 months, the HGRRC held a total of 4 weight room orientation sessions, with a total of 10 participants. It is staff's intent to increase the number of weight room orientation sessions throughout communities should certified instructors be available. Staff wishes to seek out additional certified instructors as there is a current service gap in Sandspit that, should an individual be certified and available, could be filled. Further statistics pertaining to weight room orientations have been illustrated below.

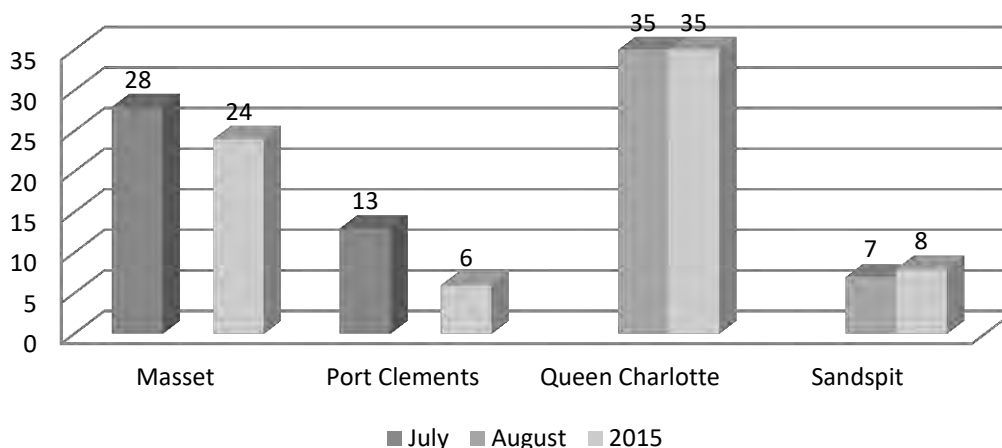


### Summer Program-Masset, Port Clements, Queen Charlotte and Sandspit (Ran/Led Program)

Annual Haida Gwaii Regional Recreation Summer Programs were held once again in the communities of Masset, Port Clements, Queen Charlotte and Sandspit. The summer staff designed each location's camp schedule to include 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.

The summer program had an increase in participation in both Masset and Port Clements, with Queen Charlotte's participant numbers remaining static and Sandspit's showing a slight decline from the year prior, as illustrated below. Staff will be looking at ways to increase the overall participation during these programs through local advertising, social media and website marketing.

### Summer Program Participation

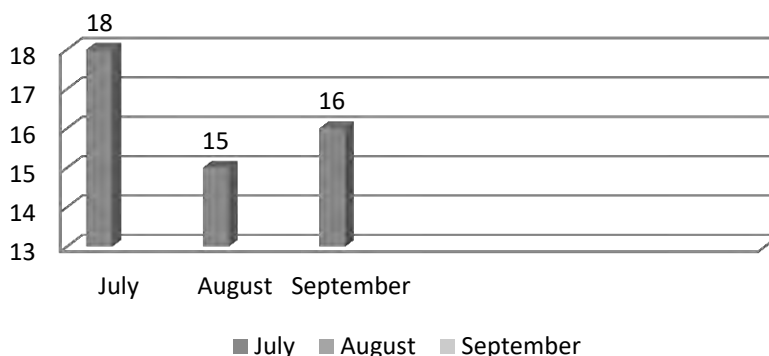


### Alternate Fitness-Masset (Ran/Led Program)

Alternate Fitness, held in Masset, averaged a total of 16 participants per month, all of which were from Masset. Each class averaged about 5.5 participants with a total of 22 registered participants.

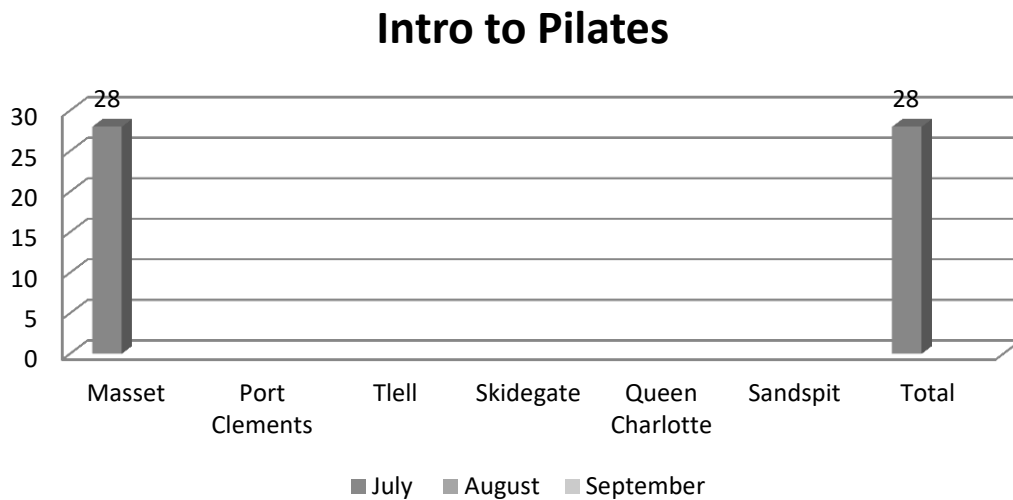
Alternate Fitness is a program that also runs in Port Clements and we will be looking at having that program start sometime during the month of November.

### Alternate Fitness



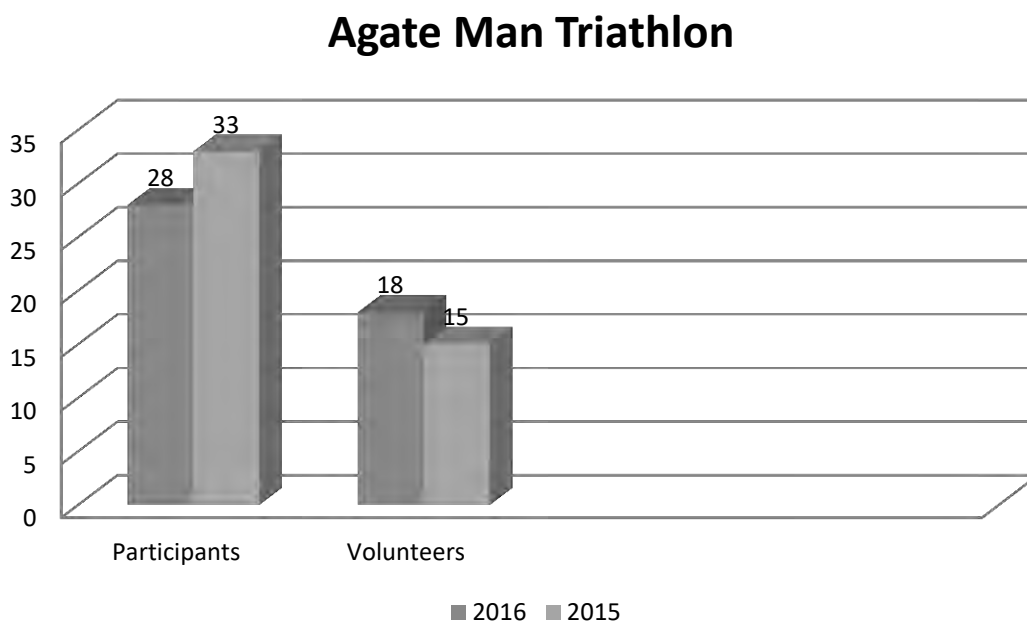
### **Intro to Pilates (Ran/Led Program)**

The Pilates program had a total of 28 registered participants and, at this point in time, is not an ongoing program. The next program will be mid-October. The 4<sup>th</sup> quarter report will include further detail on the composition of community participation.



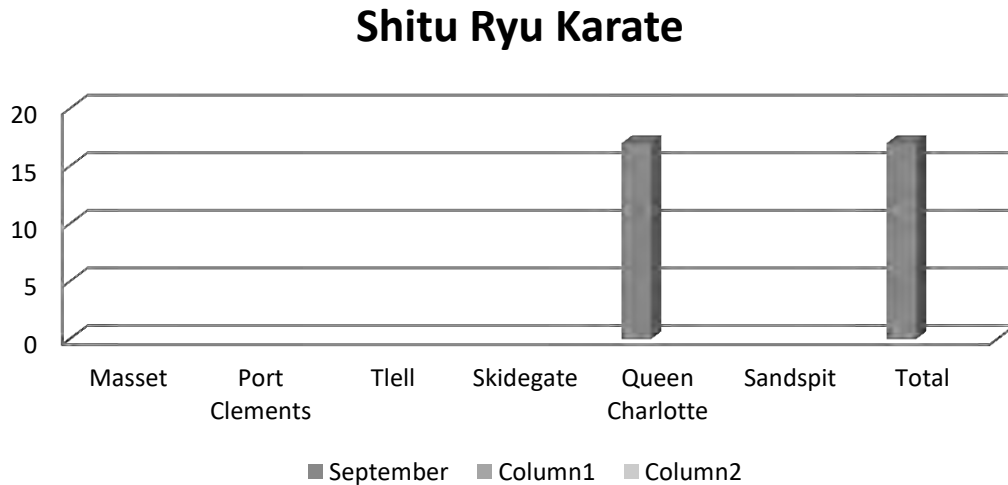
### **Agate Man Triathlon (Cooperative Partnership)**

The Agate Man triathlon was held on Saturday, August 13<sup>th</sup> and featured a solo, relay and family fun option to complete the triathlon. The course includes a 500-meter swim, 20-km bicycle and a 6-km run. There was a slight decrease in overall participation this year and an increase in volunteers. Next year, staff would like to see both volunteer and participant numbers increase by expanding advertising efforts off islands to draw more participation.



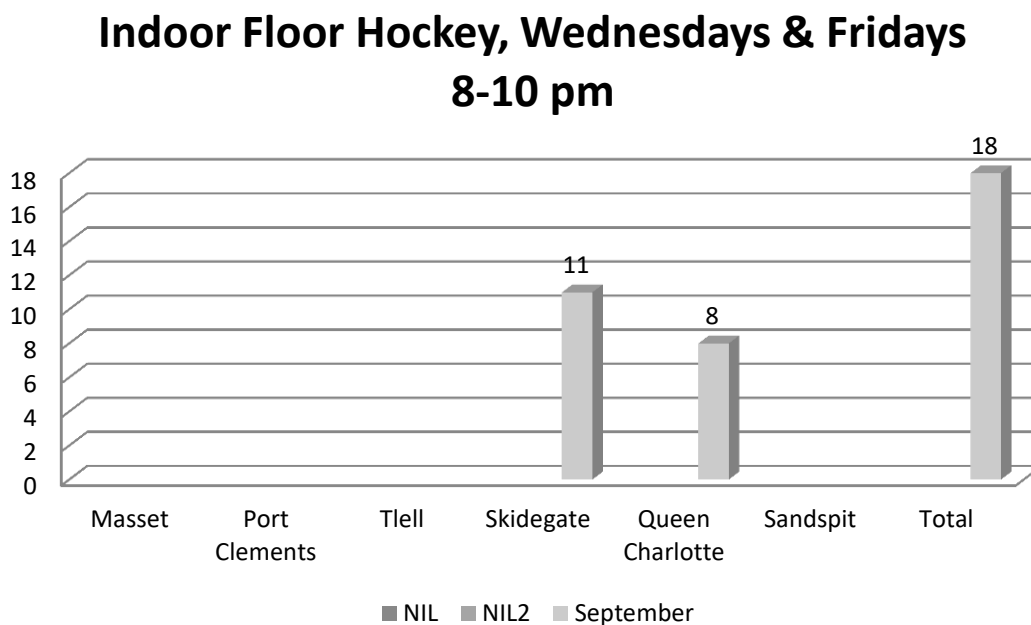
### Shitu Ryu Karate-Queen Charlotte (Ran/Led Programs)

Shito Ryu Adult and Youth Karate Sensei, Deavlan, has kick started this program at Queen Charlotte Secondary School, which runs for its 4<sup>th</sup> consecutive year, twice-weekly. Shito Ryu Karate 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 17 participants all from Queen Charlotte.

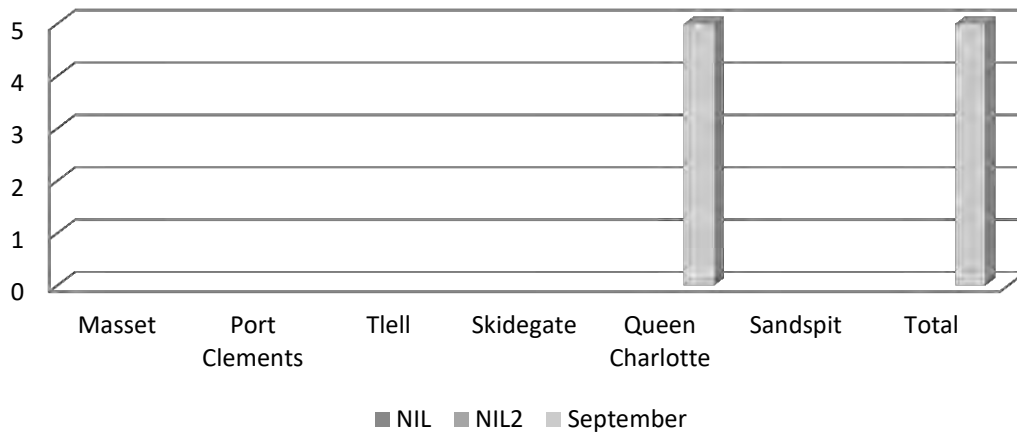


### "Drop-in" Programs-Queen Charlotte (Ran/Led Programs)

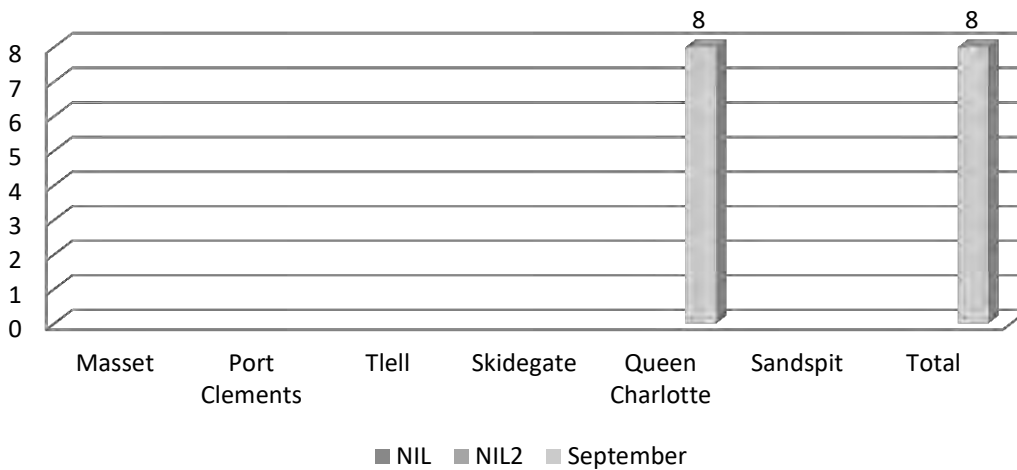
The following drop-in programs have only been running for the last 10 days of September at the schools and the below data is what has been collected thus far. There have been no issues with regards to following the new protocol to register drop in programs as programs of Haida Gwaii Recreation. This process entails making sure that the drop-in program registration form, sign in sheets and waivers are filled in and collected by the individual hosting the drop-in program.



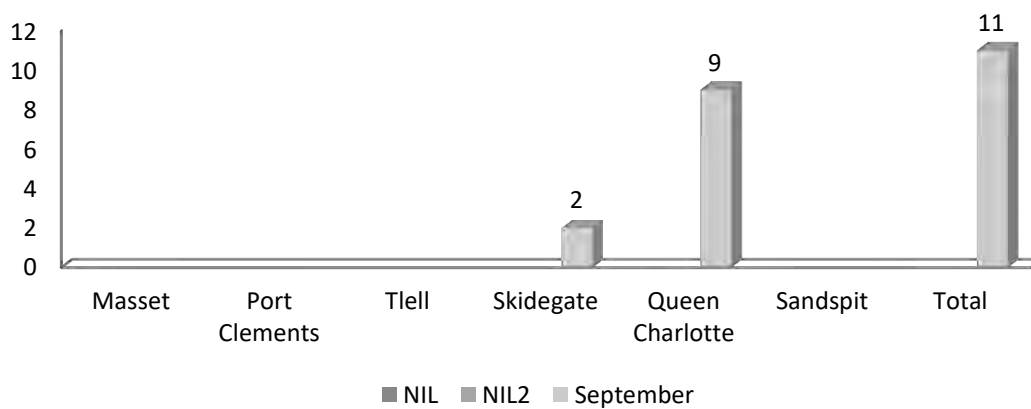
## Basketball, Tuesdays & Fridays 6-8 pm



## Pickelball, Mondays & Wednesdays 6-8 pm



## Volleyball, Mondays 8-10 pm



Currently Agnes L. Mathers Elementary (Sandspit) and Gudangaay Tlaats'gaa Naay Secondary School (Masset) have purchased 3<sup>rd</sup> party liability insurance that will cover facility users until April 2017 so drop in sporting groups using their facilities currently will not be going through Haida Gwaii Recreation to register their drop-in programs.

Staff have been working on building relationships with the principals and School District No. 50 to make sure that once their 3<sup>rd</sup> party liability insurance is expired, drop in sporting groups will go through HG Rec. for all their programming needs.

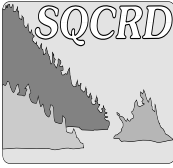
#### **Fourth Quarter**

4<sup>th</sup> quarter reporting will be presented to the Board at its Regular meeting held January 2017 and will include further detail on the composition of participants in Haida Gwaii Recreation programs, including the mobility of residents between communities to attend recreation events. As well, prior to upcoming budget discussions, it is the HGRRC's intent to submit its 2017 budget request.

#### **RECOMMENDATION:**

Staff is recommending that the Board receive the report from the Haida Gwaii Regional Recreation Coordinator entitled "Haida Gwaii Recreation Quarterly Reporting: July – September, 2016" for information.





## STAFF REPORT

**DATE:** September 23, 2016

**TO:** Doug Chapman, Chief Administrative Officer

**FROM:** Sukhraj Gill, Treasurer

**SUBJECT:** Electoral Area Permissive Tax Exemptions

### Recommendation:

**THAT the report from the Treasurer titled “Electoral Area Permissive Tax Exemptions” dated September 23, 2016 be received,**

**AND THAT the Board adopts the Bylaw No.607, 2016.**

### PURPOSE OF THE REPORT:

This report provides information to the Board of the Skeena-Queen Charlotte Regional District (SQCRD) regarding a permissive tax application request submitted by the Sandspit Harbour Society (Society).

### BACKGROUND:

Section 391 of the *Local Government Act (Act)* provides the Board the authority to grant permissive tax exemptions. In order to exempt property from taxation, the Board must adopt a bylaw by at least 2/3 of the votes cast **on or before October 31<sup>st</sup> in any year.**

The following property that is in electoral area may be exempted from taxation:

- a) land or improvements, or both, owned or held by, or held in trust by the owner for, an athletic or service organization and used principally for **public athletic or recreation purposes;**
- b) land or improvements, or both, used or occupied by a church as tenant or licensee for the purpose of public worship or for the purposes of a church hall that the board considers necessary to the church;
- c) land that is owned and used exclusively by an agricultural or horticultural society and that is in excess of the area exemption under section 15 (1) (j) of the *Taxation (Rural Area) Act*;
- d) an interest held by a not-for-profit organization in school buildings that the organization uses or occupies as tenant or licensee of a board of school trustees;
- e) an interest held by a francophone education authority in school buildings that the francophone education authority uses or occupies as licensee of a board of school trustees;

- f) an interest held by a not-for-profit organization in school buildings that the organization uses or occupies as tenant or licensee of a francophone education authority;
- g) land or improvements that:
  - are owned or held by a municipality, regional district or other local authority, and
  - the board considers are used for a purpose of the local authority.

The *Act* requires that any permissive tax exemption for a period of longer than one (1) year, up to a maximum of ten (10), not be granted without first **obtaining the assent of the electors**.

The Board has adopted the *Permissive Tax Exemption Policy* which provides a framework to objectively evaluate applications for permissive tax exemptions. It should be noted that there is no obligation to grant a permissive tax exemption; the Board may consider partial exemptions; and that the Board may impose restrictions on the use of the property and may require the applicant to enter into an operating or other agreement as a condition of the permissive tax exemption.

## **DISCUSSION:**

The Society has requested a tax exemption for four properties with a total assessed value of \$1,232,200 in 2015. The Society submitted an application and was asked a series of questions to determine if the Society complied with the legislative requirements for an exemption.

Based on the documents provided it was determined that the Society is a non-profit organization which is registered under the *Societies Act of BC* and operates a public use harbour facility. The primary function is to provide benefits and services to the whole community and not solely the members. Furthermore, the marina facility provides jobs to many community members. Although the Society has members, the Society's amenities are available to the public and there are no dues charged to members or non-members.

There is a fee charged for moorage and power usage while docked at the marina, however, this is charged to members and non-members alike.

Based on the application and questionnaire Staff has determined that the Society is eligible for a permissive tax exemption, and has included the *Skeena-Queen Charlotte Regional District Property Tax Exemption Bylaw No. 607, 2016* as item 9.1 in the September 23, 2016 Regular meeting agenda package for the Board's consideration. According the legislation, the SQCRD Board may only grant exemptions for periods of longer than one year once assent of the electors has been obtained in accordance with section 85 of the *Community Charter*.

## FINANCIAL IMPLICATIONS:

Should the Board vote to approve the permissive tax application submitted by the Sandspit Harbour Society, the SQCRD would effectively exempt \$6,210.77 in tax revenue for 2017. Please note this figure uses 2015 values as shown below:

Roll Number	Legal Description	2015 BC Assessment Value (A)	2015 Tax Rates (B)	Taxes (AxB)
03139.240	Lot 4 11232 DL 165	\$96,500	0.238%	\$229.56
03139.245	Lot 5 11232 DL 165	\$100,000	0.238%	\$237.88
03139.250	Lot 6 11232 DL 165	\$201,700	0.583%	\$1,175.53
04422.000	foreshore or land covered by water being part of the bed of shingle bay for construction of breakwater and marina facilities purposes.	\$824,000	0.554% (*)	\$4,567.80
<b>TOTAL</b>				<b>\$6,210.77</b>

*\*Please note that the tax rate for roll number 04422.000 is combined effective tax rate which includes both tax rates for class 8 (recreation & non-profit) and class 6 (business & other) since BC Assessment has broken up the land and building into the different classes respectively.*

It should be noted that the above property, Lot 6 11232 DL 165 with an assessed value of \$201,700 was fully exempt in 2016 by the province and was not considered to have any value in the total assessment base on which taxes were collected. Therefore, the total estimated increased tax burden on tax payers in Area E is \$5,035.24 for 2017.

## SUMMARY/CONCLUSION:

Bylaw No. 607, 2016 is being proposed to exempt the listed properties for the property tax year of 2017. The estimated taxes foregone for the properties included in the proposed Bylaw are \$6,211 for 2017 in the event the permissive exemptions were granted.

## OPTIONS:

1. Adopt Bylaw No. 607, 2016 as presented;
2. Adopt Bylaw No. 607, 2016 with amendments; or
3. Do not adopt Bylaw No. 607, 2016.

## RECOMMENDATION:

Staff is recommending that the Board of the SQCRD give first, second, third readings and adopt the Skeena-Queen Charlotte Regional District Permissive Tax Exemption Bylaw No. 607, 2016

## SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

## BYLAW NO. 607, 2016

## BEING A BYLAW TO EXEMPT CERTAIN LANDS AND IMPROVEMENTS FROM REGIONAL DISTRICT PROPERTY TAXATION FOR THE YEAR 2017

**WHEREAS**, pursuant to Section 391 of the *Local Government Act*, the Board of the Skeena-Queen Charlotte Regional District may provide a tax exemption for lands or improvements in an electoral area described in subsection 391(4) of the *Local Government Act*;

**AND WHEREAS** Section 391(3) of the *Local Government Act* provides that prior to October 31<sup>st</sup> of any year, the Skeena-Queen Charlotte Regional District Board, by bylaw adopted by two-thirds of the votes cast, may exempt from taxation imposed under Section 391 of the *Local Government Act*, certain lands and improvements or both, for the next calendar year,

**AND WHEREAS** the Board wishes to exempt certain land and improvements owned, held or operated for the uses or purposes set out in Section 391 of the *Local Government Act* from taxation for the calendar year 2017;

**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 Property Tax Exemption Bylaw No. 607, 2016."

#### 2. SEVERABILITY

If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

#### 3. EXEMPTIONS

Those properties as described in Schedule "A" shall be exempt from regional district taxation in 2017 pursuant to the *Local Government Act*.

#### 4. ATTACHMENTS

Schedule "A" attached hereto forms part of this bylaw.

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Barry Pages  
Chair

\_\_\_\_\_  
Daniel Fish  
Corporate Officer

## **SCHEDULE "A"**

### **PROPERTIES EXEMPTED**

<b>Roll Number</b>	<b>Legal Description</b>	<b>Civic Address</b>	<b>Owner/Occupier</b>	<b>Conditions</b>
03139.240	Lot 4 Plan 11232 DL 165	Alliford Bay Rd	Sandspit Harbour Society	100% of land and improvement values
03139.245	Lot 5 Plan 11232 DL 165	Beach Rd	Sandspit Harbour Society	100% of land and improvement values
03139.250	Lot 6 Plan 11232 DL 165	563 Beach Rd	Sandspit Harbour Society	100% of land and improvement values
04422.000	Queen Charlotte Land District, Covering all that foreshore or land covered by water being part of the bed of shingle bay for construction of breakwater and marina facilities purposes	Beach Rd	Sandspit Harbour Society	100% of land and improvement values

## 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, as 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.



## Prince Rupert Airshed Study

# **Summary**

September 2016

BRITISH COLUMBIA MINISTRY OF ENVIRONMENT  
ENVIRONMENTAL PROTECTION DIVISION  
REGIONAL OPERATIONS BRANCH

# 1 Executive Summary

LNG export facilities proposed for the Prince Rupert area represent additional emissions to an airshed that supports a flourishing marine transport industry. To understand potential constraints and prepare for necessary permitting decisions, the BC Ministry of Environment commissioned a high-level study of the Prince Rupert area (identified in Figure 1). The study considered the potential effects of nitrogen dioxide, sulphur dioxide, and fine particulate matter on four receptor groups: human health, vegetation, soils, and lakes.

Results from eight different LNG build-out scenarios showed that most receptors were predicted to be at low to moderate risk in many areas. However, established effects-thresholds may be exceeded at specific locations (primarily in industrial areas) owing to the combination of existing and proposed emissions. Results indicate that impact assessment in support of Environmental Assessment Certification and subsequent permitting will require modelling and analysis using refined emissions estimates and site specific field data to manage the risk from future industrial emissions in the Prince Rupert area.

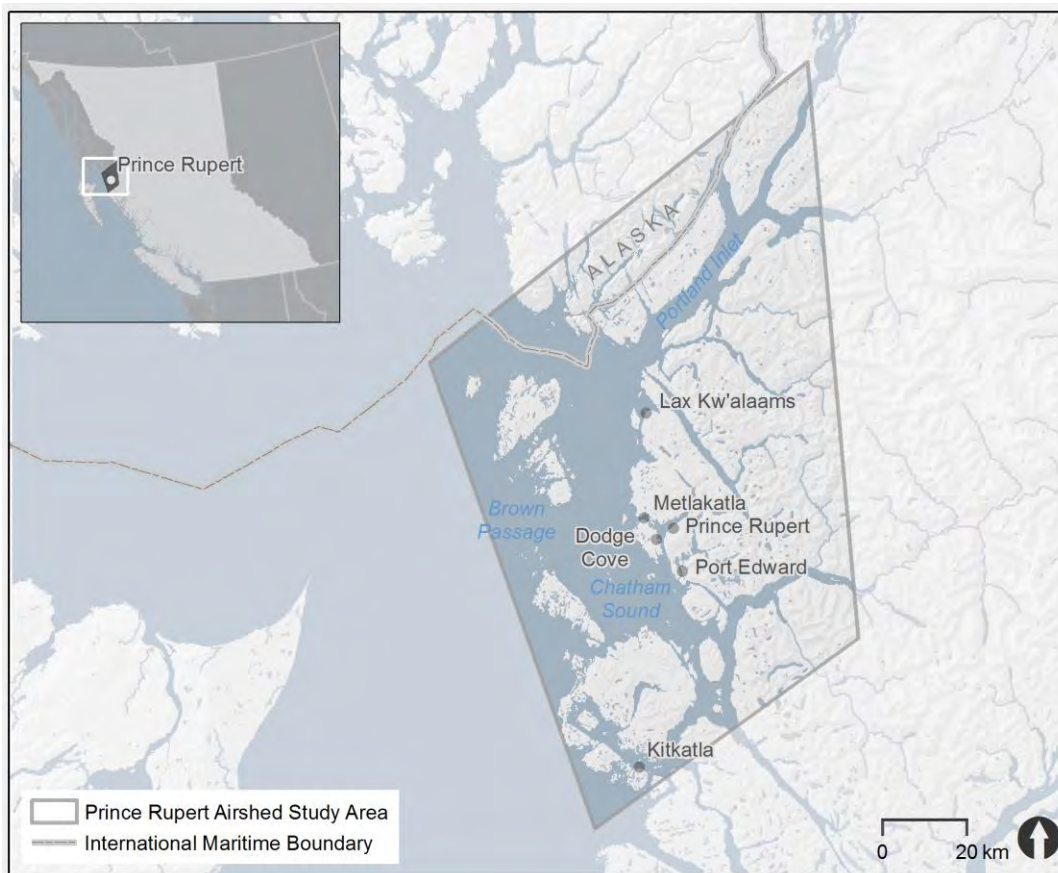


Figure 1. The Prince Rupert Airshed Study area.

## 2 Introduction

The Port of Prince Rupert (Port) is a protected deep water harbour connected to rail transport and is among the closest North American ports to Asian markets. It is well-suited for bulk shipping and has attracted exports of wood products (logs, pellets, and pulp), grain, coal, and containers. It is also strategically located for additional export opportunities including liquefied natural gas (LNG), potash, and other natural resources. For these reasons Prince Rupert is currently, and in the future

will be, an important centre for the transportation of products and resources. Processing, loading, and transporting bulk resources typically require the release of air emissions; as the facilities utilizing the Port grow and change, the emissions profile in this largely unconfined airshed will need to be managed to avoid potential effects.

Numerous LNG export facilities and expanded marine terminals have been proposed for the Prince Rupert area. The British Columbia (BC) Ministry of Environment (MOE) commissioned the Prince Rupert Airshed Study to understand the potential effects that proposed emissions of nitrogen oxides ( $\text{NO}_x$  – this is the sum of nitric oxide (NO) and nitrogen dioxide ( $\text{NO}_2$ )), sulphur dioxide ( $\text{SO}_2$ ), and fine particulate matter ( $\text{PM}_{2.5}$ ) might have on human health, vegetation, soil (representing terrestrial ecosystems) and lakes (representing aquatic ecosystems) in the Prince Rupert area. Air dispersion modelling was used to predict concentrations and deposition of contaminants reflecting the combination of existing and predicted emissions with regional meteorology and physical geography. Model results were compared to established thresholds to assess the potential effects of contaminants on human health and the environment, given the proposed development of LNG in association with existing industrial discharges. The study was completed by ESSA Technologies in collaboration with Trent University, Trinity Consulting, and Risk Sciences International.

The study had two phases. In Phase I, eight LNG build-out scenarios were examined and assessed for potential effects of air emissions. In Phase II, an additional scenario was considered using revised emissions estimates based upon refined engineering and design, fewer proxies, and more up-to-date information from existing sources. A base scenario was also added in Phase II. Phase I outputs are reflected in “*Prince Rupert Airshed Study Volume 1 and 2 Reports*”. Phase II outputs are reflected in “*Prince Rupert Airshed Study Supplementary Report*”. The Supplementary report is based off of a significantly improved data set and the results of in the Supplementary report should be relied on by decision makers with Volume 1 and 2 providing background information and methodology.

$\text{NO}_2$ ,  $\text{SO}_2$ , and  $\text{PM}_{2.5}$  are recognized as having possible harmful effects on human health<sup>1</sup> and are managed using national and provincial standards or objectives<sup>2</sup>. Concentrated  $\text{NO}_x$  and  $\text{SO}_2$  are also known to cause direct (visible injury and growth impairment from exposure to these gasses) and indirect (acidification and eutrophication from deposition of nitrogen and sulphur compounds) effects on vegetation<sup>3</sup>. Acidification and eutrophication of soils and surface waters are well documented in Europe and Eastern North America where emissions of  $\text{NO}_x$  and  $\text{SO}_2$  were historically very high, though are now substantially reduced. Avoiding acidification and eutrophication in BC is a commitment the province made as a signatory of the Canadian Council of Ministers of Environment (CCME) Acid Rain Strategy<sup>4</sup>.

### 3 Air Dispersion Modelling in the Prince Rupert Airshed

Air dispersion and deposition models are tools for estimating concentrations of air pollutants and deposition rates due to industrial or other emissions sources. Output from these models are driven by actual meteorology, terrain, elevation and land use data (all of which affect air movement), as well as detailed information about emission sources. The name of this particular dispersion model is CALPUFF.

The Prince Rupert airshed is largely unconfined to the south and west with low rolling terrain that is classified as the Hecate Lowlands. The northern and eastern extent of the airshed is bounded by

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<sup>1</sup> (World Health Organization 2006)

<sup>2</sup> (BC Ministry of Environment 2016)

<sup>3</sup> (Federal Environmental Agency of Germany 2004)

<sup>4</sup> (Canadian Council of Ministers of the Environment 1998).

the Coast Range, and feature mountains rising to approximately 1200 m. The prevailing winds are southeasterly, with lesser westerly and northwesterly winds in season. These variables were taken into account by the air dispersion model.

## 4 Emission Scenarios

The cumulative emissions of eight scenarios are shown in Figure 2. SO<sub>2</sub> and PM<sub>2.5</sub> emissions changed relatively little among scenarios as their main source was shipping and was not influenced by varying LNG turbine configurations and emission reduction technologies. In contrast, NO<sub>x</sub> emissions strongly responded to scenarios with partial build-out and emissions reduction technologies. The scenario with the most recent and updated emissions information (from LNG proponents and the Port activities) is F\_R\_U. The scenario representing current emissions is the Base.

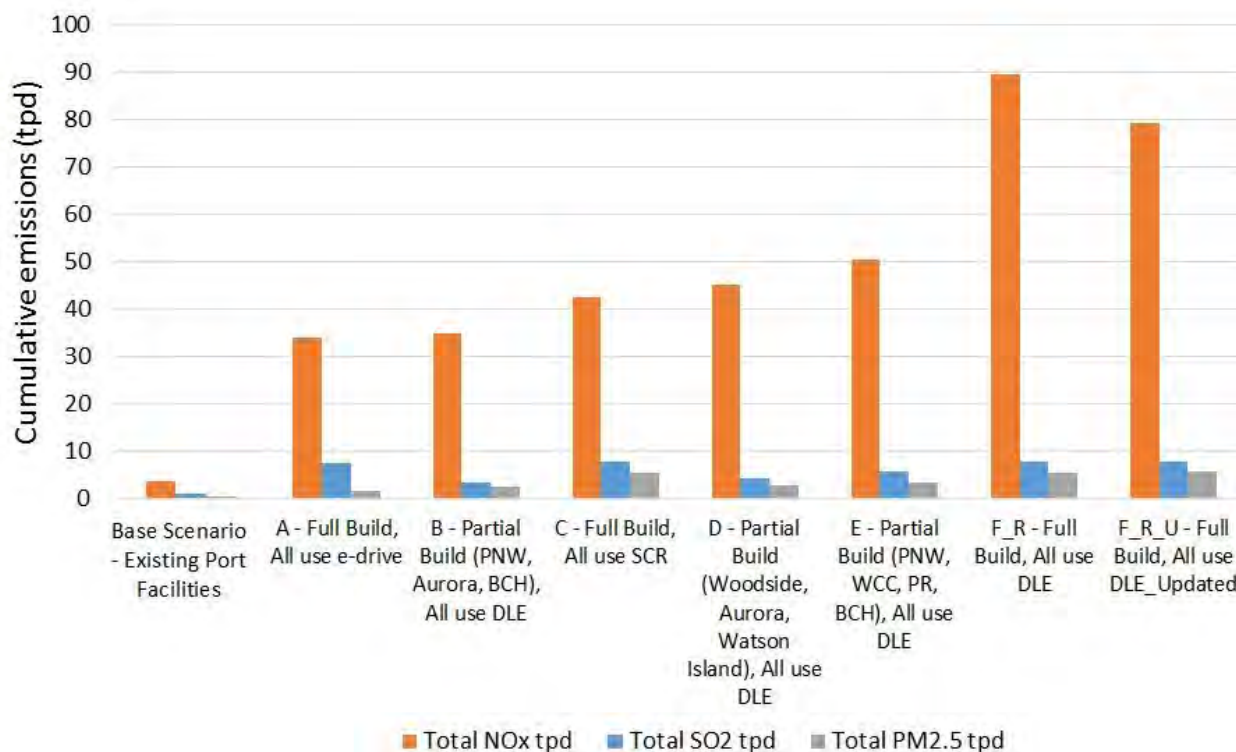


Figure 2. The cumulative emissions in tons per day (tpd) by scenario. E-drive refers to electric turbines, DLE refers to dry low emissions technology, and SCR refers to selective catalytic reduction technology.

## 5 Human Health

The science and knowledge on the potential impacts from SO<sub>2</sub>, NO<sub>2</sub>, and PM<sub>2.5</sub> on human health is emerging. Effects vary due to variations in chemical and physical properties with time, region, meteorology, and source as well as level of exposure, other contaminants in the air, and individual's current health condition. Exposure to short-term high levels of NO<sub>2</sub> and SO<sub>2</sub> can impair lung function and increase respiratory distress, particularly in exercising asthmatics. PM<sub>2.5</sub> can impair respiratory systems and pulmonary function<sup>5</sup>.

<sup>5</sup> (World Health Organization 2006)



Modelled concentrations were compared to the BC Air Quality Objectives for fine particulate matter (PM<sub>2.5</sub>) and the BC Interim Air Quality Objectives for SO<sub>2</sub> and NO<sub>2</sub>. The results are intended to provide an indication of the level of management that may be required in this area.

Potential effects on human health were assessed at 34 different locations (Figure 3). Results indicate that a limited number of objective exceedances are predicted for areas near the industrialized areas of Prince Rupert Harbour. The same areas of concern were identified across all scenarios (including the Base case), indicating that existing emissions may play an important role in determining regional air quality. The results suggest that detailed modelling and analysis will be necessary to support airshed management and the issuance of air permits that are protective of human health.

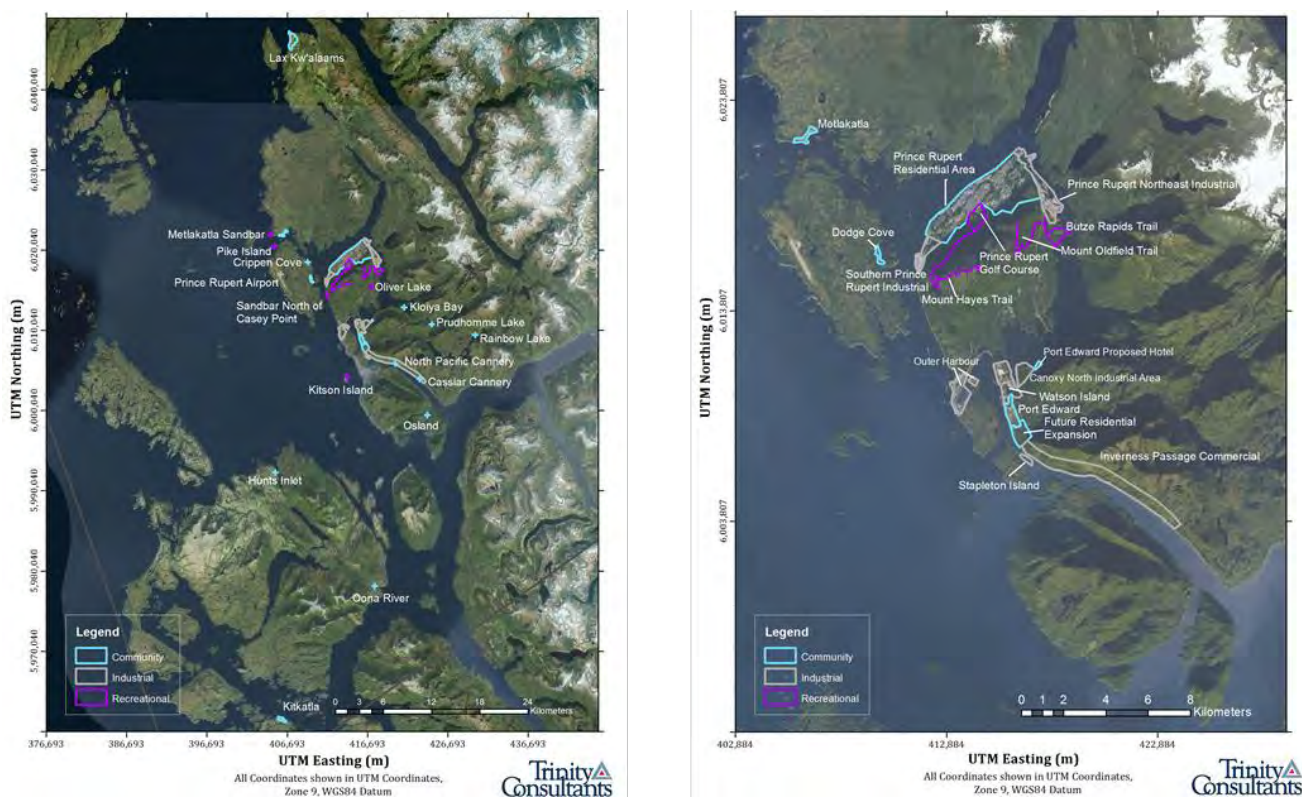


Figure 3. Left panel: location of the community, industrial and recreational/cultural receptors assessed in the study. Right panel: zoomed location of the community, industrial and recreational/cultural receptors assessed in the study.

## 6 Vegetation

NO<sub>x</sub> and SO<sub>2</sub> are both known to directly affect vegetation (either through visible injury to leaves or reductions in growth) when exposures surpass thresholds in concentration, time, or some critical combination of the two<sup>6</sup>. Effects on perennial vegetation can accumulate over multiple growing seasons, causing growth reductions or declines in plant vigour. This study made comparisons of predicted concentrations to both short-term (1, 3 and 24 hour durations) exposure thresholds as recognized by the CCME and US EPA, and annual average concentration thresholds which are standards used in North America and Europe. Exceedances of thresholds for vegetation were constrained to existing industrial areas, though the impacts to sensitive lichens were predicted for a

<sup>6</sup> (Vallero 2014)

larger area including forest ecosystems. Lichen communities near proposed and existing emissions sources are predicted to undergo changes in composition, with localized losses of the most sensitive species. While visible injury to vegetation is not likely, this does not preclude the potential for indirect effects such shifts in species composition owing to acidification or eutrophication.

## 7 Soils and Terrestrial Ecosystems

Emissions of  $\text{NO}_x$  and  $\text{SO}_2$  result in acidic deposition that can potentially acidify forest soils, which can mobilize dissolved aluminum in soil and adversely affect tree health<sup>7</sup>. Additionally, while nitrogen is an essential nutrient that is often limiting to forests, an increase in nitrogen deposition can lead to nitrogen leaching and changes in plant community composition (favouring select species to the exclusion of others); this is referred to as eutrophication. In terrestrial ecosystems lichens are typically considered the most sensitive indicator of plant composition change under elevated atmospheric sulphur and nitrogen concentrations.

The effects assessment on soils was based upon critical loads analysis, an assessment approach with global recognition. A critical load is the amount of deposition that an ecosystem is able to receive before adverse effects are expected according to present knowledge.

The spatial arrangement of source emissions, in combination with meteorology and physical geography result in a modelled deposition plumes of sulphur and nitrogen that extend to the north and west (Figure 4). The highest deposition, depicted in yellow and green, is spatially limited to regions near proposed facilities. Results from the F\_R\_U scenario indicate that 4 to 10 km<sup>2</sup> may exceed the critical load of acid deposition. The risk of eutrophication, indicating a shift in species composition, is predicted over an area between 5 and 94 km<sup>2</sup>.

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<sup>7</sup> (Legge 1990)

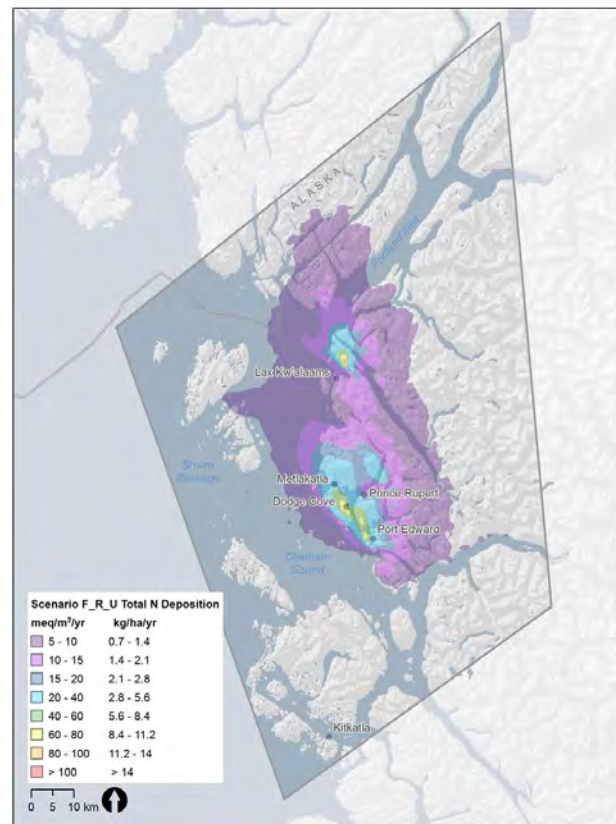
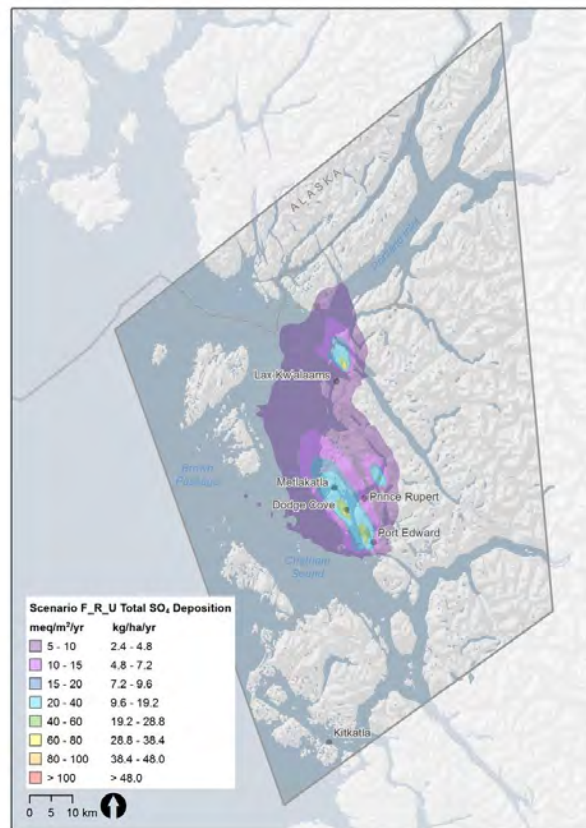


Figure 4: Total sulphur deposition (as sulphate) and nitrogen deposition under the highest emissions scenario.



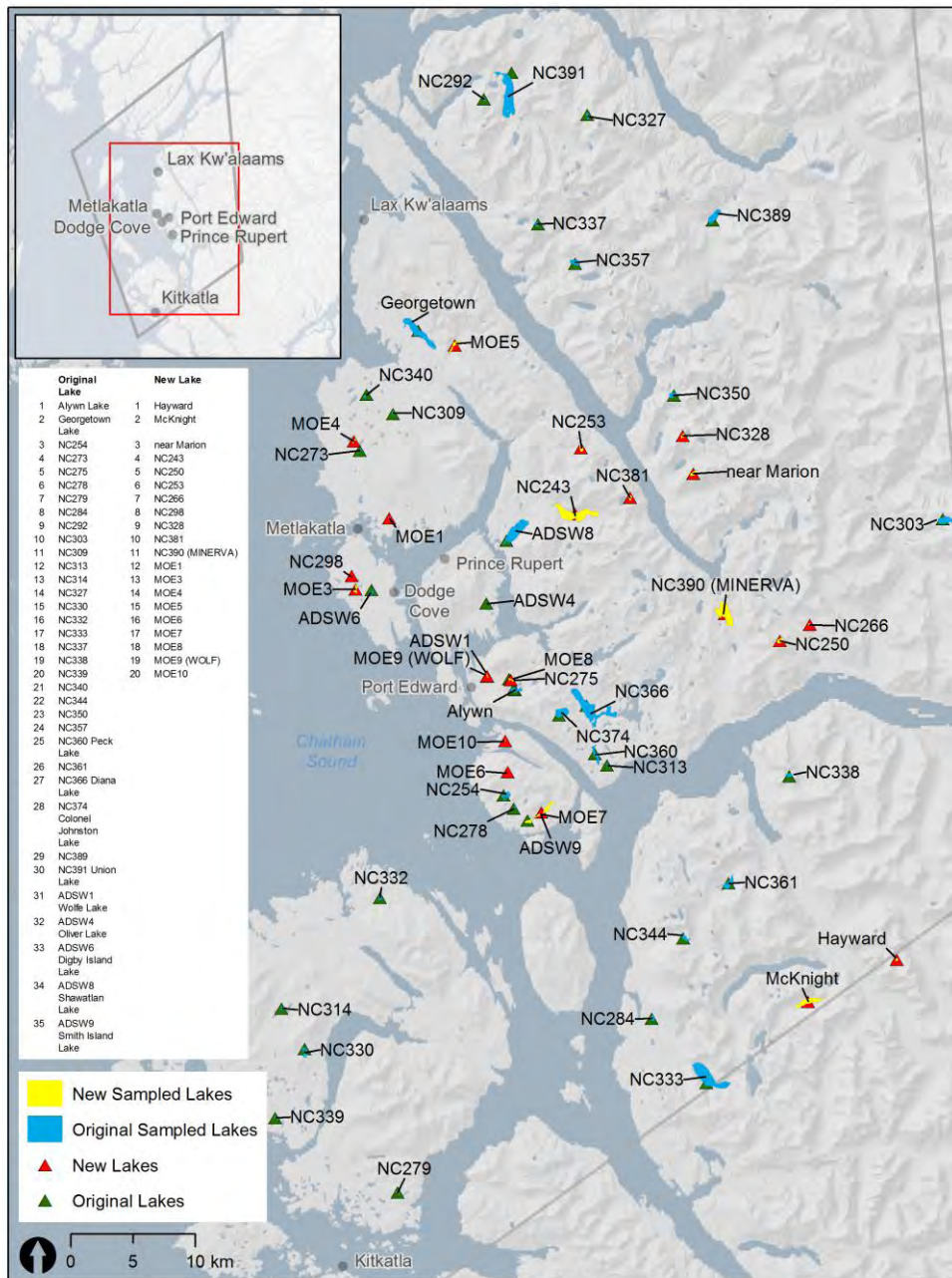


Figure 5: Map of the study area showing the 35 original lake samples and the 20 additional lakes sampled for supplementary analysis.

## 8 Aquatic Ecosystems

The deposition of sulphur and nitrogen compounds to surface waters, including lakes and streams, can cause changes in water chemistry such as decreases in lake pH (acidification) or increases in nutrient availability (eutrophication). These changes can influence aquatic life, and if large enough, can cause the loss of sensitive species including fish, plankton, invertebrates, and aquatic plants. Critical loads of acidity and nitrogen were compared to sulphur and nitrogen deposition estimates in order to assess the potential effects on 51 lakes in the study area. Predicted changes in pH owing to acidic deposition were also modelled.

Results of the F\_R\_U scenario indicate one lake may be at risk of exceeding the critical load of acidity. The estimated pH changes are all below the biologically significant threshold of more than 0.3 pH units, therefore the risk of acidification for the lakes is categorized as low to moderate. The analysis for eutrophication shows a moderate risk of impact to lakes, with greater risk to small lakes close to emissions sources.

## 9 Recommendations

When decision makers are reviewing this information they need to pay attention to both the Phase I and Phase II documents. The *Prince Rupert Airshed Study Supplementary Report* is based off of a significantly improved data set and the results of in the Supplementary report should be relied on by decision makers with the *Prince Rupert Airshed Study Volume 1 and 2 Reports* providing background information and methodology.

Though the Prince Rupert airshed is largely unconfined and commonly has adequate winds for air dispersion, existing and proposed emissions in combination with periods of calm winds may pose risks to sensitive human and environmental receptors, particularly in areas near emissions sources. Recommendations for proponents and government decision makers arising from the study for impact assessment and environmental monitoring of LNG emissions include:

- Follow the *Guidelines for Air Quality Dispersion Modelling in British Columbia* using the same meteorological datasets and same regional source emissions inventory.
- Conduct critical loads analysis as outlined in the BC MOE Guidance for the Assessment of Acidification and Eutrophication of Aquatic Ecosystems and the Critical Load Screening Guidance for Acidification and Eutrophication of Terrestrial Ecosystems.
- When assessing potential human health impacts, complement the characterization according to the CCME management levels with histograms or similar characterizations of the relative frequency of concentration estimates without background levels.
- Undertake baseline studies for:
  - air pollutants such as NO<sub>x</sub>, SO<sub>2</sub>, PM<sub>2.5</sub> and possibly others, with network design based on air dispersion modelling results and in consultation with the BC MOE;
  - deposition of nitrogen, sulphur and other important parameters for the assessment of critical loads, in consultation with the BC MOE;
  - vegetation, in order to document the composition, distribution, and health of the sensitive plant communities and ecosystems;
  - soil sampling and geochemical analysis for regions with deposition predicted to exceed the critical load of acidity, and;
  - lakes, to fill gaps in coverage of lakes in the northern part of the study region, as well as on various islands.
- When development proceeds, conduct coordinated monitoring in the following areas:
  - air quality and deposition at the local level with collocated surface meteorological stations, particularly monitoring to confirm the magnitude and spatial extent of the predicted (modelled) concentrations and deposition, particularly in areas identified with predicted exceedances;
  - vegetation monitoring and assessment (with a focus on sensitive lichens);
  - soil geochemical analysis to confirm critical load estimates, and;

- lakes and streams within the predicted plume of deposition particularly north of Digby Island, and in the Prince Rupert, Port Edward, Metlakatla, Dodge Cove, and Lax Kw'alaams drinking water supply areas.

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