



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

AMENDED AGENDA

**Held at 344 2nd Avenue West, Prince Rupert, B.C.
Friday, November 20, 2015 at 7:00PM**

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

| | | |
|-----|---|--------|
| 3.1 | Minutes of the Regular Meeting of the Skeena-Queen Charlotte Regional District Board held October 16, 2015 | Pg 1-8 |
| 3.2 | <p>Rise and Report – October 16, 2015 <i>(to be read by Chair – no motion required)</i></p> <p>MOVED by Director Gould, SECONDED by Director Nobels, that the report from staff entitled “Haida Gwaii Regional Recreation Commission Office Lease” be received; and</p> <p>THAT the Board authorize entering into a lease agreement with the Board of Education School District No. 50 for the premises located at 2151 Tahayghen Drive, Masset, B.C.; and</p> <p>THAT the Corporate Officer be authorized to sign the lease agreement with the Board of Education School District No. 50 on behalf of the Skeena-Queen Charlotte Regional District.</p> <p>IC126-2015 CARRIED</p> <p>MOVED by Director Racz, SECONDED by Director Kinney, that the staff report entitled “Northern Savings Credit Union CUETS Administrator and Automated Funds Transfer Authorization” be received;</p> <p>AND THAT the Board authorize Doug Chapman as administrator for the Skeena-Queen Charlotte Regional District’s Northern Savings Credit Union CUETS account.</p> <p>IC127-2015 CARRIED</p> <p>MOVED by Director Racz, SECONDED by Director Kinney, that the Board authorize Doug Chapman as an authorize user on the Skeena-Queen Charlotte Regional District Credit Union Automated Funds Transfer (CAFT) system.</p> <p>IC128-2015 CARRIED</p> <p>MOVED by Director Martin, SECONDED by Director Kinney, that the staff report entitled “Haida Gwaii Regional Recreation Commission Service Provider Agreement” be received;</p> | Verbal |

| | |
|--|---------|
| <p>AND THAT the Board approve the extended liability coverage to Haida Gwaii Recreation and the Haida Gwaii After School Sport and Arts Initiative, operated by the Haida Gwaii Regional Recreation Commission;</p> <p>AND THAT the Board approve the Service Provider Agreement between the Skeena-Queen Charlotte Regional District and the Haida Gwaii Regional Recreation Commission;</p> <p>AND THAT the Corporate Officer be authorized to execute the Service Provider Agreement and any other such document in order to place the Service Provider Agreement into effect;</p> <p>AND THAT future years' budgets reflect the estimated annual insurance premium cost.</p> <p>IC129-2015</p> | CARRIED |
|--|---------|

4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

| | | |
|-----|--|---------|
| 4.1 | Minutes from the Moresby Island Management Standing Committee meeting held October 6, 2015 | Pg 9-11 |
|-----|--|---------|

5. DELEGATIONS

| | |
|-------|-----|
| None. | --- |
|-------|-----|

6. FINANCE

| | | |
|-----|--|-------|
| 6.1 | J. Musgrave, Administrative Assistant – Cheques Payable over \$5,000 for October, 2015 | Pg 12 |
|-----|--|-------|

7. CORRESPONDENCE

| | | |
|---------------------------|---|----------|
| 7.1 | Vancouver Island Regional Library – Appointment to the 2016 Vancouver Island Regional Library Board | Pg 13 |
| <u>Add:</u> <u>7.2</u> | Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development – Northwest B.C. Resource Benefits Alliance UBCM Follow-Up | Pg 13a-b |
| <u>Add:</u> <u>7.3</u> | BC Hydro – 2015 UBCM Follow-Up | Pg 13c |

8. REPORTS / RESOLUTIONS

| | | |
|--------------------|--|----------|
| 8.1 | L. Neville, Coordinator, Haida Gwaii Regional Recreation – Haida Gwaii Regional Recreation Coordinator's Report – October 2015 | Pg 14-17 |
| 8.2 | D. Fish, Deputy Corporate Officer – Proposed Process for Name Change and Consultation | Pg 18-22 |
| 8.3 | M. Williams, Consultant – Zoning and Official Community Plan Bylaw Amendment – Tow Hill, Graham Island | Pg 23-48 |
| <u>Add:</u> 8.4 | C. Bell, MIEDS Economic Development Officer – Haida Gwaii Business Walks: Post-Event Report | Pg 48a-g |

9. BYLAWS

| | |
|-------|--|
| None. | |
|-------|--|

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

| | | |
|------|--|----------|
| 10.1 | M. Williams, Consultant – Digby Island Community Observatory Air Navigation and Safety | Pg 49-66 |
|------|--|----------|

11. NEW BUSINESS

| | | |
|------|---|--------|
| 11.1 | Directors' Reports | Verbal |
| 11.2 | Director Beldessi, Electoral Area E – BC Ferries Advisory Committee | Verbal |

12. OLD BUSINESS

| | |
|-------|-----|
| None. | --- |
|-------|-----|

13. PUBLIC INPUT

14. IN-CAMERA

| | |
|--|--|
| That the public be excluded from the meeting according to section 90(1)(a) and (i) of the <i>Community Charter</i> “personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality” and “the receipt of advice that is subject to solicitor-client privilege, including communications necessary for the purpose.” | |
|--|--|

15. ADJOURNMENT**NEXT REGULAR MEETING:**

**SQCRD Board Meeting
Friday, December 11, 2015
At 7:00 p.m.**



SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

MINUTES of the Regular Meeting of the Board of Directors of the Skeena-Queen Charlotte Regional District (SQCRD) held, via teleconference, on Friday, October 16, 2015 at 7:00 PM.

PRESENT

PRIOR TO ADOPTION

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

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

2. AGENDA

MOVED by Director Racz, SECONDED by Director Martin, that the amended agenda be adopted as presented.

379-2015

CARRIED

3. MINUTES & BUSINESS ARISING FROM MINUTES

3.1 Minutes of the Regular Meeting of the Skeena-Queen Charlotte Regional District Board held September 18, 2015

MOVED by Director Franzen, SECONDED by Director Racz, that the minutes of the September 18, 2015 Skeena-Queen Charlotte Regional District Regular Board meeting be adopted with the following amendments:

- Directors present to note Director Racz's attendance via teleconference.

380-2015

CARRIED

3.2 Rise and Report – September 18, 2015

MOVED by Director Nobels, SECONDED by Director Brain, that the staff report entitled “Appointment of Chief Administrative Officer and Signing Authorities” be received;

AND THAT, in accordance with section 197 of the Local Government Act, the Board assign powers, duties and functions of chief administrative officer to Mr. Doug Chapman, effective September 28th, 2015;

AND FURTHER THAT, in accordance with section 198 of the Local Government Act, the Board assign powers, duties and functions of corporate administration to Mr. Doug Chapman, effective September 28th, 2015;

AND FURTHER THAT, in accordance with section 199 of the Local Government Act, the Board assign powers, duties and functions of financial administration to Mr. Doug Chapman, effective September 28th, 2015.

IC112-2015

CARRIED

MOVED by Director Nobels, SECONDED by Director Brain, that the Board authorize Doug Chapman as signing authority on the Skeena-Queen Charlotte Regional District Municipal Finance Authority of B.C. account.

IC113-2015

CARRIED

MOVED by Director Nobels, SECONDED by Director Brain, that the Board authorize Doug Chapman as signing authority on the Skeena-Queen Charlotte Regional District Northern Savings Credit Union account.

IC114-2015

CARRIED

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

4.1 Minutes of the Regular Regional Recycling Advisory Committee meeting held July 15, 2015

MOVED by Director Nobels, SECONDED by Director Franzen, that the minutes from the July 15, 2015 Regional Recycling Advisory Committee meeting be received as presented.

381-2015

CARRIED

4.2 Minutes of the Regular Moresby Island Management Standing Committee meeting held June 2, 2015

MOVED by Director Beldessi, SECONDED by Director Franzen, that the minutes from the June 2, 2015 Moresby Island Management Standing Committee meeting be received as presented.

382-2015

CARRIED

- 4.3 Minutes of the Regular Moresby Island Management Standing Committee meeting held September 1, 2015

MOVED by Director Beldessi, SECONDED by Director Gould, that the minutes from the September 1, 2015 Moresby Island Management Standing Committee meeting be received as presented.

383-2015

CARRIED

5. DELEGATIONS

None.

6. FINANCE

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

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

384-2015

CARRIED

7. CORRESPONDENCE

- 7.1 Vancouver Island Regional Library – 2016-2019 Adopted Financial Plan

MOVED by Director Franzen, SECONDED by Director Nobels, that the correspondence from the Vancouver Island Regional Library in regard to its 2016-2020 Adopted Financial Plan be received and filed.

385-2015

CARRIED

- 7.2 Mayor Lyn Hall, City of Prince George – Proposed Northern Conference for Mayors and Regional District Chairs

MOVED by Director Martin, SECONDED by Director Nobels, that the correspondence from Mayor Lyn Hall, City of Prince George, in regard to a proposed northern conference for Mayor and regional district Chairs be received.

386-2015

CARRIED

- 7.3 Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development – RE: Skeena-Queen Charlotte Regional District Municipal Name Change

MOVED by Director Beldessi, SECONDED by Director Kinney, that the correspondence from the Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development, in response to the Skeena-Queen Charlotte Regional District's inquiry regarding a municipal name change be received; and

THAT the Chair, in accordance with section 795(2) of the *Local Government Act*, establish a select committee for the purpose of investigating and implementing a municipal name change for the Skeena-Queen Charlotte Regional District; and

THAT the Chair appoint the following individuals to serve as members of the select committee:

- Director Beldessi;
- Director Nobels;
- Director Racz;
- Director Bergman; and
- Chair Pages.

387-2015

CARRIED

The Board requested that staff email members of the select committee to schedule an agreeable time for the committee to meet.

- 7.4 Vancouver Island and Coast Conservation Society – Request – Declare ‘A Day for Our Common Future’

MOVED by Director Nobels, SECONDED by Director Martin, that the correspondence from the Vancouver Island and Coast Conservation Society in regard to declaring ‘A Day for Our Common Future’ be received;

AND THAT the Board of the Skeena-Queen Charlotte Regional District hereby proclaims December 11th, 2015 to be known as “A Day for our Common Future”.

388-2015

CARRIED

8. REPORTS – RESOLUTIONS

- 8.1 C. Bell, Economic Development Officer, Misty Isles Economic Development Society – Economic Development Officer Report

MOVED by Director Martin, SECONDED by Director Racz, that the report from the Misty Isles Economic Development Officer entitled “Economic Development Officer Report” be received.

389-2015

CARRIED

- 8.2 L. Neville, Coordinator, Haida Gwaii Regional Recreation – Haida Gwaii Regional Recreation Coordinator’s Report – September 2015

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

390-2015

CARRIED

8.3 J. Merrick, Consultant – MIMC Financials – GST and Final Distribution

MOVED by Director Beldessi, SECONDED by Director Gould, that the consultant's report entitled "MIMC Financials – GST and Final Distribution" be received;

AND THAT unallocated funds in the amount of \$11,536 be reallocated to Electoral Area Administration, Function 120;

AND THAT unallocated funds in the amount of \$5,768 be reallocated to Electoral Area E Administration, Function 121.

391-2015**CARRIED**

MOVED by Director Beldessi, SECONDED by Director Gould, that the Board allocate \$3,867.14 from GST refund monies to the Sandspit Community Hall, Function 735;

AND THAT the Board allocate \$400 from GST refund monies to remunerate the consultant for reviewing GST and Final Distribution;

AND THAT the Board allocate \$5,032.33 from GST refund monies to Electoral Area E Administration, Function 121, to be used for 2015 Moresby Island Management Standing Committee funding.

392-2015**CARRIED****8.4 D. Fish, Deputy Corporate Officer – UBCM - Asset Management Planning Grant Funding**

MOVED by Director Nobels, SECONDED by Director Martin, that the report from staff entitled "UBCM - Asset Management Planning Grant Funding" be received;

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

393-2015**CARRIED****9. BYLAWS****9.1 Bylaw No. 602, 2015 – Being a bylaw to establish a reserve fund for Haida Gwaii Recreation**

MOVED by Director Gould, SECONDED by Director Racz, that Bylaw No. 602, 2015 be given first reading.

394-2015**CARRIED**

MOVED by Director Kinney, SECONDED by Director Racz, that Bylaw No. 602, 2015 be given second reading.

395-2015**CARRIED**

MOVED by Director Gould, SECONDED by Director Martin, that Bylaw No. 602, 2015 be given third reading.

396-2015

CARRIED

MOVED by Director Nobels, SECONDED by Director Gould, that Bylaw No. 602, 2015 be adopted

397-2015

CARRIED

10. LAND REFERRALS / PLANNING

None.

11. NEW BUSINESS

11.1 Director's Reports

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

Director Kinney – City of Prince Rupert

- The City of Prince Rupert has been busy working on community housing issues and inventorying land; and
- A number of City Councillors are attending the 2015 International LNG Conference in Vancouver, B.C. from October 14-16, 2015.

Director Franzen – District of Port Edward

- The District of Port Edward approved a funding investment of \$700,000 to upgrade the railroad crossings in the community;
- The District's Chief Administrative Officer and Mayor are attending the 2015 International LNG Conference in Vancouver, B.C. from October 14-16, 2015; and
- The District completed work on its boat launch in anticipation of the Rushbrook boat launch closure scheduled for October 28, 2015.

Director Nobels – Electoral Area A

- Maher Terminals is currently working on quarrying in Electoral Area A to support the Phase 2 of the Fairview Expansion project.

Director Gould – Village of Port Clements

- Based on discussion with Haida Gwaii provincial agencies, it appears an export tax is being proposed on wood products from Haida Gwaii, limiting competitive viability for many businesses on island.

Director Racz – Electoral Area D

- The Misty Isles Economic Development Society began its Business Walks program, which provides an informal way for community members to engage the business community and build relationships; based on findings from the program, business on Haida Gwaii appears to be growing.

Director Martin – Village of Queen Charlotte

- The Village of Queen Charlotte is still struggling with the BC Ambulance issue on Haida Gwaii and is awaiting response from meetings held at the 2016 UBCM conference;
- The Village was happy to see shared UBCM meetings among Haida Gwaii communities.

Chair Pages – Village of Masset

- Following an assessment, the Vancouver Island Regional Library found that the Masset library does not meet code and would be closed; the Village is currently consulting with the community on future options for a new library facility.

398-2015**CARRIED**

11.2 Prince Rupert Gas Transmission Project – September-October 2015 Activity Update

MOVED by Director Franzen, SECONDED by Director Kinney, that the September-October 2015 Activity Update for the Prince Rupert Gas Transmission Project be received for information.

399-2015**CARRIED**

11.3 Correspondence to the Canada Revenue Agency – RE: Haida Gwaii Northern Residents Allowance

MOVED by Director Racz, SECONDED by Director Martin, that the correspondence addressed to the Canada Revenue Agency in regard to the Haida Gwaii Northern Residents Allowance be received;

AND THAT the Board support the Chair signing the correspondence on behalf of the Skeena-Queen Charlotte Regional District.

400-2015**CARRIED****12. OLD BUSINESS**

None.

13. PUBLIC INPUT

There were 0 questions 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) and (e) of the *Community Charter* “personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality” and “the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.”

401-2015**CARRIED**

15. ADJOURNMENT

MOVED by Director Beldessi, SECONDED by Director Franzen, that the Skeena-Queen Charlotte Regional District Regular Board meeting be adjourned at 7:48 p.m.

402-2015**CARRIED**

Approved and adopted:

Certified correct:

Chair

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 October 6, 2015 at 7:00 PM.

Adopted November 3, 2015

PRESENT Gail Henry, Behn Cochrane, Bill Quaas

ABSENT Heron Wier, Stan Hovde

Chair Gail Henry

Vice Chair Behn Cochrane

Members Gail Henry, Behn Cochrane, Bill Quaas, Heron Wier, Stan Hovde

Staff Barb Parser

Public Gail Hoss, Audrey Putterill, Bob Prudhomme, Rob Chisholm, Gene Hainstock

Media

1. CALL TO ORDER 7:05 PM

2. AGENDA,

004-2015 Motion by Behn Cochrane, seconded by Bill Quaas to accept the agenda as amended

3. MINUTES & BUSINESS ARISING FROM MINUTES

005-2015 Motion by Behn Cochrane, seconded by Bill Quaas to accept minutes of Jun 2015 as corrected

006-2015 Motion by Behn Cochrane, seconded by Bill Quaas to accept minutes of Sep 2015 as corrected

4. DELEGATIONS

4.1 None

5. CORRESPONDENCE

007-2015 Moved by Behn Cochrane, seconded by Bill Quaas that the board write a letter of support regarding the purchase of Sandspit Taxi Service

6. REPORTS – RESOLUTIONS

008-2015 Motion by Behn Cochrane, seconded by Bill Quaas to post to the public updates concerning the Water Board meetings

7. OLD BUSINESS

7.1

8. NEW BUSINESS

009-2015 Moved by Bill Quaas, seconded by Behn Cochrane to accept responsibility for advertising and receiving applications for community Christmas funding.

9. PUBLIC INPUT

Questions regarding North West BC Benefits Alliance, Emergency Preparedness Program, posting of minutes and public forums

10. IN CAMERA

11. ADJOURNMENT

7:52 PM Moved by Behn Cochrane to adjourn meeting

010-2015

CARRIED

Approved and adopted:

Certified correct:

Chair

Secretary

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

| Payable To | Date | Amount | Purpose |
|--|-------------|---------------|--|
| Big Red Enterprises Ltd. | 7-Oct | \$ 15,452.07 | September Garbage Collection Contract |
| Haida Gwaii Regional Recreation Commission | 22-Oct | \$ 51,691.00 | 2015 Annual Grant |
| Ticker's Hauling & Storage | 22-Oct | \$ 12,416.25 | Transport Recyclables, Porto Toilet & Equipment Rental, ISW Staff coverage - Sept. |
| Bob Prudhomme | 1-Oct | \$ 5,859.00 | Sandspit Water Operator, Aug-Sept/15 |
| Receiver General | 8-Oct | \$ 7,504.70 | Payroll Remittance (PP20-2015) |
| Doug Chapman | 22-Oct | \$ 5,000.00 | Relocation Allowance |
| Receiver General | 19-Oct | \$ 8,786.16 | Payroll Remittance (PP21-2015) |
| Receiver General | 28-Oct | \$ 11,103.51 | Payroll Remittance (PP22-2015) |
| CUETS Financial | 19-Oct | \$ 5,855.55 | Sept. RD credit card transactions (Board/Staff travel & hotels-UBCM, etc) |
| | | | |

| | | |
|-------------------------------|-----------|--------------------------|
| CHEQUES OVER \$5,000: | \$ | 123,668.24 |
| CHEQUES UNDER \$5,000: | \$ | 69,703.00 |
| TOTAL CHEQUES: | \$ | <u>193,371.24</u> |



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

November 4, 2015

RECEIVED NOV 10 2015

Original sent via email

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

Dear Chair Pages,

Re: Appointment to the 2016 Vancouver Island Regional Library Board

As the new year approaches, it is time to consider your representation on the Board of Trustees of Vancouver Island Regional Library – the fifth largest library system in British Columbia serving more than 410,000 residents on Vancouver Island, Haida Gwaii, and Bella Coola on the Central Coast. Vancouver Island Regional Library enhances lives through universal access to knowledge, lifelong learning, and literacy in the communities we serve.

As per the *British Columbia Library Act*, “each municipality and/or regional district that is party to the regional library district must, by resolution, appoint a representative and an alternate representative each December at the first meeting of the municipal council or regional district board. A member of the library board holds office for a term of one year: January 1 - December 31, or for the remainder of the year for which the appointment is made. A member is eligible for reappointment, but no member may serve for more than eight consecutive years. Reappointment of sitting members is encouraged in the interest of continuity...”

Provincial legislation requires certified resolutions be submitted to Vancouver Island Regional Library by December 15, 2015. VIRL Board of Trustees also requires its members to complete a Statement of Financial Disclosure on an annual basis (a copy of the form on file with your municipality/district is acceptable). Thus, please find enclosed both a 2016 appointment form and statement of financial disclosure form for your appointed Board member and Alternate member.

Please complete the enclosed forms and return with a copy of the certified resolution by December 15, 2015 to the attention of Mariah Patterson, Executive Assistant, by mail, email: mpatterson@virl.bc.ca or fax: 250.758.2482.

If you require additional information, please contact Ms. Patterson by phone: 250-729-2310 or email. Thank you for your continued support of Vancouver Island Regional Library!

Sincerely,

Rosemary Bonanno, BA MLS
Executive Director

Cc: Doug Chapman, CAO, Skeena - Queen Charlotte Regional District

Encs.

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 Tsalis Tofino Ucluelet Union Bay Woss



LATE ITEM 7.2

COPY

RECEIVED NOV 13 2015

OCT 28 2015

Ref: 159583

Ms. Stacey Tyers
Chair
Northwest BC Resource Benefits Alliance
303 - 4545 Lazelle Avenue
Terrace, BC V8G 4E1

Dear Chair Tyers:

Thank you for our productive meeting at UBCM on September 21. It was helpful for me to hear from the delegates on your individual and collective perspectives on the pressures and opportunities for communities in the Northwest, and I appreciated your communities' willingness to come together to facilitate our meeting.

The Province understands the concerns of communities in addressing their infrastructure needs, which is why we are very pleased to have been able to provide significant support to communities through the new Building Canada Fund phases 1 and 2 (now launched), Gas Tax Agreements, over \$1 million to North West Community Readiness in grant funding and various additional supports, as well now with the significant new opportunity of the Rural Dividend announced by Premier Clark at UBCM on September 25, 2015.

That said, and as I stated at our meeting, it continues to be important that our dialogue continues. The concerns I heard from your communities are complex, and you have my commitment that Ministry staff will continue to work with the regional districts represented to make sure we fully understand the impacts of forecast economic and population growth in the northwest, particularly due to LNG related developments in the region. They will also continue to include colleagues in other relevant ministries, particularly from the Ministry of Forests, Lands and Natural Resource Operations, who have responsibility for implementing the \$75 million Rural Dividend, in discussions to ensure we benefit from their perspectives.

As your Minister for local government, I look forward to continuing these discussions and our partnerships going forward. From our Local Government Division, Ms. Nichola Wade, Executive Director, Northwest Community Readiness, and Ms. Meggin Messenger, Executive Director, Intergovernmental Relations and Planning, will be in contact with you regarding more information on the items you raised at our UBCM meeting.

.../2

Ms. Stacey Tyers

Page 2

RECEIVED NOV 13 2012

I look forward to receiving regular updates and to meeting you again in person during an upcoming tour of the Northwest this fall.

Sincerely,



Peter Fassbender
Minister

pc: ✓ Mr. Barry Pages
Vice Chair
Northwest BC Resource Benefits Alliance

Mr. Bill Miller
Vice Chair
Northwest BC Resource Benefits Alliance

Mr. Andrew Webber
Manager, Planning and Economic Development
Regional District of Kitimat-Stikine



RECEIVED NOV 16 2015

November 9, 2015

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

Dear Mr. Barry Pages,

Thank you for taking the time to meet with me at UBCM on September 24th. I am following up on the questions that you had regarding BC Hydro's 2012 Request for Expressions of Interest (RFEOI) for clean energy projects on the north grid of Haida Gwaii.

After speaking with various internal groups at BC Hydro, I am able to clarify the following:

1. The intent of the 2012 RFEOI was to establish the level of interest in viable clean energy projects.
2. Expressions of interest were evaluated against three main criteria:
 - Cost effectiveness
 - Maximizing the displacement of diesel
 - Viability (demonstrated record of project proponent to deliver and Haida Nation involvement)

We received over 20 submissions and found that most projects did not meet the technical or cost-effectiveness requirements. In addition, as Haida Gwaii is claimed traditional territory of the Haida Nation, their support is key to the success of any project moving forward. As such, BC Hydro has committed to enter into bilateral negotiations with the Haida and have asked them to bring forward a proposed project for technical and cost effectiveness evaluation.

We appreciate your interest in working with us towards reducing the reliance on diesel generated electricity with the goal of finding a cost-effective and reliable clean energy resource that benefits the Island communities.

Yours sincerely,

Keith Anderson
Vice-President
Customer Service



Haida Gwaii Recreation Coordinator's Report

Month End: October 2015

Submitted By: Lucy Neville

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

Registered Programs

Weight Room Orientations – BCRPA instructor Lisa Shoop held an orientation on October 22nd at the weight room in **Queen Charlotte** with a total of **5** participants; BCRPA instructor Amber Bellis held an orientation on October 20th in **Port Clements** with **2** participants.

Alternate Fitness – septuagenarian super-instructor Harold White continued the fall session of this program in its new location at the Masset Legion; after a slow start, the program has picked up to **8** participants. This program is designed for those living with, or at risk for, chronic conditions such as osteoarthritis, diabetes, and osteoporosis.

Shito Ryu Adult and Youth Karate – Sensei Deavlan has beefed up this program at **Queen Charlotte** Secondary School, which runs for its fourth consecutive year twice-weekly, and is attended by youth and adults ages 7-57. The program's ever-increasing attendees yielded several new registrants; October saw a total of **43** participants.

Canadian Firearms Safety (PAL) Course – longtime HG Rec instructor Ron Haralson concluded three pre-requisite licensing courses in **Queen Charlotte**, **Masset** and **Port Clements** this October. The certification is required for all hunters as part of the foundation for the Possession and Acquisition License, and had a registered total of **45** participants.

Pilates for Beginners – returning HG Rec instructor and BCRPA-certified fitness tech Debbie Beemer began this new program at Tahayghen Elementary (**Masset**) in October, with a resounding **23** registered participants. The program focuses on core strength and development, spinal alignment and musculoskeletal structure.

Circuit Fitness – newly certified instructor Amber Faktor began this interval-style program at AL Mathers Elementary (**Sandspit**) this October, which aims to create an open and inclusive venue for anyone looking to increase their level of fitness. The program runs twice-weekly and has a rotating group of **8** participants.

Fall Into Fitness – longtime HG Rec instructor Ruth Bellamy began this full-body circuit program in October twice weekly at the **Port Clements** Elementary gym; the program includes interval-style circuit and strength training, as well as elements of Pilates and iyengar yoga. A total of **18** participants attended this October.

Alternate Fitness – with a dedicated group of participants, Ruth Bellamy leads this modified fitness class, which is free for all participants, twice weekly in the **Port Clements** Seniors' Room. The program is designed to increase mobility, strength, balance and cardiovascular health for those living with, or at risk of, chronic conditions such as osteoarthritis, diabetes, and osteoporosis; a total of **9** participants attended this month.

Drop-In Programs

Queen Charlotte Secondary School Gym

Mondays:

Pickleball 6:00 – 8:00

Badminton 8:00 – 10:00

Tuesdays:

Indoor Soccer 8:30 – 10:00

Wednesdays:

Pickleball 6:00 – 8:00

Floor Hockey 8:00 – 10:00

Thursdays:

Adult PE 8:30 – 10:00

Fridays:

Youth Sports 6:00 – 8:00

Floor Hockey 8:00 – 10:00

George M. Dawson Secondary School Gym

Mondays:

Volleyball 7:00 – 9:00

Tuesdays:
Badminton 7:00 – 9:00

Wednesdays:
Sr Men's Basketball 7:00 – 9:00

Sk'aadgaa Naay Elementary School Gym

Thursdays:
Youth Floor Hockey 6:00 – 8:00

A.L. Mathers Elementary School Gym

Sundays:
Badminton 6:00 – 8:00

Fridays:
Floor Hockey 6:00 – 9:00

Events and Affiliated Programs

HG ASSAI Programs

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

Acrobatic Dance (TAH) - 34
Choreographed Dance (TAH) - 33
AcroChoreography (PCES) - 23
Badminton (PCES) - 38
Draw and Paint FUNDamentals (PCES) - 2
Acrobatic Dance (SNES) - 59
Choreographed Dance (SNES) - 46
'Art'chery (L&L) - 12
Youth Dance (ALM) - 34
MultiSport (ALM) - 34
Sewing Club (ALM) - 16
Surf Club (all-island) - 12

October HG ASSAI Total: **343**

Total October 2015 participants in HG Rec programs/events: 504

**** Total October 2014 participants in HG Rec programs/events: 465***

Upcoming Fall Classes

7th Annual Surfing Expression Session – November 14th will be busy once again on North Beach, as experienced surfers are paired up with groms (inexperienced youth surfers) for a day of one-on-one lessons. The night before, a free Art Show and Exhibit will be held at the Masset Royal Canadian Legion, featuring oceanscape art by Rika, as well as island artists Dejah Busch and Sarah Barnhardt. November 15th will feature a plein-air painting course focusing on oceanscape art with renowned painter and graphic designer Rika.

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

Basketball BC Coaching Certification – in partnership with Old Massett Youth Program, George M Dawson Secondary, and the BC ASR PAPC, HG Recreation will host a free coaching certification program for community sports leaders this January.

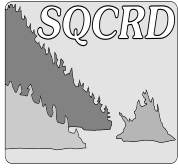
Additional Reporting

HG Recreation Relocation

The HG Recreation office will relocate from 1674B Collison St. to 2151 Tahayghen Dr. this November; the new office space, located within Tahayghen Elementary, will afford both increased access to program venue via the Primary Gym, as well as strengthened connection to youth for the HG ASSAI Program. A satellite office for the HG ASSAI Coordinator, located at the Xaayda Hub in Skidegate, was fully operational as of mid-October, and allows island-wide program coordination as well as a fixed space for equipment storage, and instructor and staff meetings.

Lucy Neville

Haida Gwaii Recreation Coordinator



STAFF REPORT

DATE: November 20, 2015

TO: Doug Chapman, Chief Administrative Officer

FROM: Daniel Fish, Deputy Corporate Officer

SUBJECT: Proposed Process for Name Change and Consultation

Recommendation:

THAT the staff report entitled “Process for Name Change and Consultation” be received;

AND THAT the Board of the Skeena-Queen Charlotte Regional District Board support the proposed name change, timeline and consultation process as outlined in this report.

BACKGROUND:

As a response to Chair Pages’ letter dated August 18, 2015, Minister Fassbender wrote a letter to Chair Pages and the SQCRD Board concerning the potential name change for the SQCRD and the process and information needed for the Minister to make a recommendation to Cabinet.

At its October 16, 2015, Regular meeting, the SQCRD Board established the Municipal Name Change Committee to further investigate the process to investigate and implement a municipal name change.

DISCUSSION:

In his letter, Minister Fassbender asked that the Board supply the rationale for the name change and the process followed in developing the new name and that the following information would be helpful to Ministry Staff:

1. How we reached agreement on the new name;
2. Our preferred timeline for the change; and
3. The nature of public discussion and consultation with key stakeholders and to clearly illustrate that the public is both aware of and is satisfied with a potential name change and that no other obstacles have been raised.

With regard to item 1, the Board has proposed the “North Coast Regional District” as a potential name. This proposed name follows the naming convention used by the Province in the past. Some names that exist today are Kootenay Boundary Regional District, Central Kootenay Regional District, East Kootenay Regional District, Cariboo Regional District and they all represent geographic areas. The SQCRD’s geographic area is the North Coast.

Proposed consultation with regard to the investigation and implementation of a municipal name change will be carried out in two parts.

The first consultation piece includes sending correspondence (Attachment A) to the following member municipalities, local First Nations, SQCRD committees and commissions, as well as provincial and federal ministries advising those stakeholders of the SQCRD's intent to implement a municipal name change and request feedback, if any, on the proposed name:

- City of Prince Rupert;
- District of Port Edward;
- Village of Masset;
- Village of Queen Charlotte;
- Village of Port Clements;
- Council of the Haida Nation:
- Old Massett Village Council;
- Skidegate Band Council;
- Lax Kw'alaams Band Council;
- Hartley Bay Band Council;
- Gitxaala Nation Council;
- Metlakatla Governing Council;
- Internal SQCRD Committees and Commissions; and
- Current federal Cabinet; and
- Provincial ministries.

Following consultation via correspondence with the above stakeholders, the second form of public consultation includes seeking approval of the electors through the initiation of an Alternative Approval Process in accordance with section 86 of the *Community Charter*.

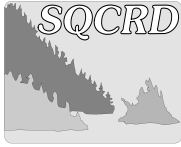
With regard to the Alternative Approval Process, the SQCRD must publish a notice in local newspapers outlining the purposes of a proposed municipal name change. After the second of two notices is advertised, electors have at least 30 days (Board may wish to extend) in which to advise the SQCRD that in their opinion, the matter is of such significance that a referendum should be held. If more than 10% of the electors hold this opinion, then the SQCRD may not proceed with the proposed municipal name change without holding a referendum on the matter.

The following is a proposed timeline for consultation with regard to, and implementation of, a municipal name change:

- December 2015 – Correspondence sent to stakeholder groups requesting feedback;
- February 2016 – Deadline to receive comment from stakeholder groups;
- March 2016 – Initiate Alternative Approval Process;
- May 2016 – Deadline to receive elector response forms;
- June 2016 – Request to Minister Fassbender to recommend a municipal name change to Cabinet;
- Fall 2016 – Supplementary letters patent issued; and
- Fall/Winter 2016 – Updating of Regional District branding and media.

RECOMMENDATION:

Staff is recommending that the Municipal Name Change Committee recommend the Board of the Skeena-Queen Charlotte Regional District support the proposed municipal name change, timeline and consultation plan as outlined in this report.



SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

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

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

Website: www.sqcrd.bc.ca

December, 2015

Attention:

Dear Council:

Re: Skeena-Queen Charlotte Regional District Municipal Name Change to the North Coast Regional District

I am writing today on behalf of the Board of the Skeena-Queen Charlotte Regional District with regard to its desire to change the Skeena-Queen Charlotte Regional District's municipal name to the **North Coast Regional District**.

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

Since the formalization of Haida Gwaii's name change in 2010, there has been much discussion at the Skeena-Queen Charlotte Regional District Board table to explore alternative naming options to reflect the current geographic landscape of our region and to align with geographic naming conventions of regional districts throughout the province. To that end, the **North Coast Regional District** has been proposed as an alternative municipal name.

The Board is requesting that your Council provide feedback on the proposed name change from the Skeena-Queen Charlotte Regional District to the **North Coast Regional District** by February 1, 2015.

Following this process, it is the Skeena-Queen Charlotte Regional District's intent to seek approval of the electors for the proposed name change through an alternative approval process in accordance with section 86 of the *Community Charter*.

If you have any questions, or would like to provide feedback, please do not hesitate to contact the office of the Skeena-Queen Charlotte Regional District via email at info@sqcrd.bc.ca.

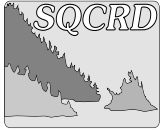
Yours truly,

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

Barry Pages
Chair

:df

DRAFT



BOARD REPORT

TO: Doug Chapman, Chief Administrative Officer
FROM: Morganne Williams, Planning Consultant
TOPIC: Zoning and OCP Amendment – Tow Hill, Graham Island
DATE: November 12, 2015

Recommendation

THAT SQCRD Board accept this application for consideration of the proposed zoning and OCP amendment;

AND THAT SQCRD Board direct staff to draft a bylaw to amend the Graham Island Zoning Bylaw and Official Community Plan to reflect the application submitted.

Application Overview

The Skeena-Queen Charlotte Regional District has received an application from Jack Anderson of Greenplan to amend the Zoning Bylaw and Official Community Plan (OCP) for Lot 2 and 3, Plan BCP 34824, DL 873, Parcel Identifier 027-455-688 & 027-455-696, Graham Island. Area map attached for reference.

Proposed development would result in a higher density residential use than currently provided for. The intent is to create seven small private lots through bare land strata and have the remainder of the property be commonly shared. An additional common dwelling and community commons space is being proposed to accommodate supplementary uses to the private dwellings. Site plan can be found in Project Description (attached).

Policy Consideration

Zoning Bylaw

Subject properties are currently zoned R1 – Rural, which requires a minimum lot size of 1.5 ha. The zone permits agriculture, residential, home occupation, and accessory buildings and use. The potential of a gift shop/café as described in Project Description is not permitted in this zone.

In order to prepare a bylaw that reflects the vision of the Tow Hill Landshare Group (THLG), staff recommend the creation of a comprehensive development zone (CDZ); a unique zone that provides for the development of a site allowing a variety of land uses. This approach enables the Regional District to negotiate detailed guidelines and specifications for all aspects of the development. The CDZ would result in an additional schedule, specific to the designation of these properties, similar to that included in the Project Description.

Official Community Plan

Subject properties are designated as rural land. The intent of the rural zone is to have the area remain rural in nature and to include small agricultural operations, and large lot rural-residential properties.

Clustered residential housing is encouraged in the OCP in areas designated as a community core only. This is the closest designation in the current OCP when compared to the desired outcome of the amendment. The property is adjacent to a community core but not within the delineated boundaries. Clustered residential would meet all of the requested uses in the application except for gift shop/café.

The SQCRD cannot adopt a zoning amendment that does not fully comply with the OCP designation. Therefore, an OCP designation would need to be created to reflect all of the intended uses.

Staff Comment

Should the SQCRD Board wish to move forward with this application, a restrictive covenant is recommended to protect the view scape from Tow Hill Road. This will assist in reducing the visual impact of a higher density zone in a rural setting, which is indicated as an objective in the OCP.

During preliminary discussions, staff discussed the potential of a trail dedication for the portion of land currently used by the public to access Naikoon Provincial Park. Creating and maintaining linkages between the Provincial Park and adjacent land is encouraged in OCP policy and objectives. The SQCRD Board may wish to direct staff to move forward with negotiating a trail dedication in the CDZ to ensure public access will continue to be granted.

Given that the SQCRD has not undertaken such a project, or included CDZ in the Zoning Bylaw, it is advisable to seek legal opinion on a drafted bylaw and covenant to ensure enforceability. Legal advice would be sought before second reading and public hearing.

Agency Referral

As this bylaw proposes changed to the OCP, the Board must consider referrals to external agencies. Staff recommend the proposed bylaw be shared with agencies listed below. The SQCRD Board may amend the list noted above.

- Graham Island Advisory Planning Commission;
- Masset Volunteer Fire Department;
- Northern Health;
- Ministry of Transportation and Infrastructure;
- Ministry of Forests, Lands and Natural Resource Operations;
- Council of the Haida Nation; and
- BC Parks.

Summary

An application has been received to amend the Zoning Bylaw and Official Community Plan for Graham Island to accommodate a landshare accommodation in Tow Hill. Sites under consideration are zoned R1 – Rural and have an intended future use that would require a new zone to be drafted. An OCP amendment is also required to reflect any approved zoning amendments.

Attachment 1 Location Map



Cluster housing

September 26, 2015

SQCRD Board

c/o Morganne Williams

SQCRD Planning Department

Delivery by email : planning@sqcrd.bc.ca

OCP / Zoning Amendment Application

Graham Island – Haida Gwaii – Electoral Area D

Tow Hill Landshare – Cluster Residential Development

Lots 3 & 4, District Lot 873, BCP34824

Board of Directors

Please accept this letter and the attached documents for consideration of an OCP and Zoning Amendment of the above noted property. The amendment is requested in the interest of a group of property owners who have purchased the subject properties in the hope of creating affordable sustainable housing in the Tow Hill region of Graham Island. These owners, referred herein as the Tow Hill Landshare Group, (THLG) have been individually exploring options for obtaining affordable land on which to build permanent residences within the community. As friends they have collectively come to recognize that this could be much more affordable if they were to share in the development of one larger piece of property where the economies of scale will allow for development with a stronger focus on sustainability while collectively serving to reduce the development cost per family. Pending a successful amendment of the chosen properties, they will proceed with a Bare Land Strata approach based on legal agreements for shared common space with individual land areas for each of 7 families. They also recognize that many personal and neighbourhood scale needs could be met collectively on the shared land, including energy requirements, servicing needs, child care, shared guest accommodation, food production & preservation, workshop & art studio and community outreach. This will be met through shared common facilities that will be outlined further in this application. It is also important to note that the THLG also shares a common passion for living a low footprint or “green” lifestyle and that such elements of sustainability are much more feasible with the economies of scale of shared system and the power of working collectively in community.

I have been retained to assist the THLG based on my experience as a sustainability planner and green building designer who has contributed to a number of similar collective communities including the first “ecovillage” in Canada, (O.U.R. Ecovillage on Vancouver Island), an eco-sensitive recreational community, (Salmon Beach near Ucluelet) and a model sustainable neighbourhood, (the Kirkstone initiative in the Regional District of Nanaimo). Each of these innovative projects has elements in common with this initiative for the Tow Hill Region of SQCRD. The materials that follow will include:

1. Project Description
2. Site Plan
3. Amendment Rationale
4. Environmental Protection support documents

On behalf of the Tow Hill Landshare Group we would appreciate your support for this initiative and the necessary approvals of the Board to help realize this vision for collective sustainable living that we believe will be a positive benefit to 7 families as well as the surrounding Tow Hill community.

Jack Anderson, RRP, MCIP
Greenplan

www.greenplan.ca

(250) 722-3456

FAX: (250) 722-3453

EMAIL: jack@greenplan.ca

1655 Cedar Road, Nanaimo, B.C. V9X 1L4

1. Project Description

To effectively understand the nature of this project it is important you get to know the *people* behind the project, the amazing piece of *land* they have purchased and their shared *vision* for living collectively and sustainably for generations to come.

The People

There is a group of friends who call themselves the Tow Hill Landshare Group. They share a variety of common interests:

- residency in the Tow Hill area, (for many it is long term),
- comfortably employed professionals in the region,
- a shared passion for living sustainably where possible
- a desire for affordable housing
- a love of Graham Island and the Tow Hill community

and more recently, the common ownership of about 15 acres of second growth forest adjacent to the pristine old growth rainforest of Naikoon Provincial Park.



This group has evolved over several years as they have shared in a vision for living collectively and collectively spent extensive time exploring and determining the ideal property for such a venture. The group dynamic has changed over time but the strength of their collective vision remains strong.

"Collectively we have come to realize that we would ideally like to own homes in the Masset (specifically Tow Hill) area, as many of us are already living in the Tow Hill community. This would allow some of the contract-employed participants to live here on a more permanent basis and allow all parties to fulfill their desire to own their own homes. Ideally we would like to do this in a collective fashion as to create a sense of close community as well as being able to afford otherwise prohibitively expensive land and development cost" - The THL Groups' beginning from an email of June 2013

The THLG have a variety of backgrounds and expertise which they recognize will contribute to the balance of skills essential to maintaining and managing their collective property. A sample of their skills and backgrounds would note the following connections:

Jenn – a registered nurse by profession and an epicurean of wild and local foods with a passion for wild places
Stu – a biologist, natural science and outdoor educator and the principle of Crawford Ecological Consulting
Joanne – operates a Kayak guiding business, natural science educator and outdoor enthusiast
Doug – a culinary artist, craftsman & carpenter and a regular volunteer for any worthwhile community venture
Nanamma – Physician by employment and a passionate harvester of the ample bounty of the HG ecosystems
Matthew – Physician, interests in integrative cancer care and rural medicine, Industrial designer, outdoorsman
Genevieve – Fitness training, yoga, deer hunting, tanning hides, handicrafts & outdoor enthusiast.

The wide diversity of skills and interests, while collectively sharing a passion for outdoor living and the HG rainforest provides a solid foundation for the elements of social sustainability within the Landshare Group. The Group also recognizes that if they collectively lack any particular expertise necessary for the challenge at hand, they are confident in their strong network connections to the greater Tow Hill community to be able to resource appropriate assistance. The Tow Hill Landshare Group is prepared for the challenge of sharing in the ownership of the land, collectively contributing to the development of the property and as the photos clearly dictate, having good fun with friends in the process!



The Land

The Tow Hill Landshare Group have purchased 2 side by side lots that total about 15.25 Acres (6.17 Ha) that are located about 10 kilometers east of Masset on the Tow Hill Road. The entrance to the subject properties is located about 150m east of where the Chown Brook enters the sea into McIntyre Bay on the north side of Graham Island. While this property entrance is south off of the Tow Hill Road, we note that the Pacific Ocean pounds the shoreline within a short 30 meters north of Tow Hill Road at this location.

The impact of the countless millennium of surf crashing this north shore of Graham Island cannot be understated for its impact on the land. The underlying geology of the site is coastal sand dunes which through erosion impacts of ocean and winds have created narrow wetlands that run parallel to the shoreline and are recognized as sloughs or channels that transect the subject property. High rainfall has supported the ecological encroachment of Haida Gwaii rainforest to establish ample vegetation over these sand dunes and we can note by the sheer scale of the Cedar trees in the photo taken a few meters from the edge of the property in Naikoon Provincial Park, that the ecosystem is mature and well established.



The biogeoclimatic zone is known as Coastal Western Hemlock and the mature coniferous forest is populated with Sitka spruce, western hemlock, western redcedar and some lodgepole pine near the sloughs. The dense overhead canopy limits the daylight to the forest floor and thus the understory can be sparse in places dominated more by multiple species of mosses, lichens and grasses. The fauna in the region include black-tailed deer, racoon, marten, red squirrel and deer mouse along with a wide variety of local bird species including migratory species that layover for rest and sustenance on their journeys north and south.

While the subsurface existence of the predominant sand geology is encouraging for the planned residential septic systems, of critical importance to the Tow Hill Landshare group is the recognition that the mature rain forest has provided millennia of falling vegetative matter leading to a buildup of the organic life in the topsoil over the original sand dune geology. This depth of topsoil varies throughout the site but deeper locations exist where the depth and diversity of life in the soil is substantive and workable for creating vegetable gardens to assist in food self-reliance for the owners of the land. Portions of the land are targeted for clearing of some of the young alder and conifers that have regenerated since the property was clearcut 40 years ago. This will create safe residential building sites with solar exposure for renewable energy systems and vegetable gardens.

The following two pages contain photographs from the site which will be referenced in the paragraphs to follow to provide further clarity to the reader on the nature of this extraordinary property.

The first 2 photos are taken from Tow Hill Road and illustrate the character of the tree lined road from which the property access is provided. The THLG appreciates the privacy that the treed buffer along the south side of Tow Hill Road provides and will welcome retention of this buffer. The second photo illustrates the access road into the subject property which may be slightly widened. The owners will also welcome the opportunity for signage near this entrance to identify the ownership and the location for friends and passersby.



Tow Hill Road viewing east with subject property on right



Access into property from Tow Hill Road

The second two photos are taken from the initial clearing as created off the Tow Hill access entrance road where the future workshop and/or community enterprises are anticipated to be located. The second of these two photos is looking back at Tow Hill Road through the tree buffer to show the extent of the buffer to visually and audibly shield the activities of the clearing from Tow Hill Road.



Workshop clearing in property direct off Tow Hill Rd access



Buffer to Tow Hill Road as seen from clearing (east end)

The next 3 photos illustrate the existing lane and trail network that exists internally on the property. The right side image shows the access road that connects from the clearing near Tow Hill Road to the recognized fork in the paths, (see site plan) that exist south of the first slough where an established culvert allows vehicle passage to the southern portions of the property and to Naikoon Provincial Park further south of the subject lands. This is important because the east side trail currently provides community access to Naikoon Provincial Park. The owners may rearrange the east side trail to maintain this community access but offer some further privacy to the planned residential building sites. The middle photo shows the access trail that heads west from the fork and highlights the access width currently which the owners will seek to keep to minimum width for vehicle access to the residences so as to limit the disturbance to the site biodiversity.



east trail south of fork



west trail south of fork



access road from fork to Tow Hill Road

The last two photos highlight the views into the existing sloughs, where we will note that the south one is of greater width and thus more open water and will be part of the view scape for the planned south facing residences. The owners welcome these two wetlands to include retained natural vegetative buffers (7.5m wide) along their perimeters to ensure protection of the sensitive wetland ecosystems.



View of south slough



north slough (Channel 1 in biologist report)

The Vision

The Tow Hill Landshare Group had a partial vision for their future in hand to assist in their exploration to find the right property but it only upon the finding and purchase of this unique and spectacular land that the vision has begun to mature.

Several group brainstorming sessions have been undertaken to explore the opportunity for the development of these lands but a number of key principles have provided a consistent guiding light:

- 7 small individual private lots with common ownership and management over the remaining lands
- Common buildings to meet shared needs and to provide opportunities for community enterprise
- Shared community systems and infrastructure to reduce costs and create affordable housing
- Utilize the common land to contribute to the needs of the greater Tow Hill community
- Ecologically sensitive development practices to protect environment and biodiversity
- Integrate sustainability with environmental, social and economically responsible principles.

Based on the above fundamentals and the specifics of the chosen property, a vision for the land was created. The reader is encouraged to view the following section, 2. – Site Plan to see how this vision is graphically portrayed while reading through the remainder of this section.

The vision for the land includes creating seven individual private residential lots of 0.2 acre (~ 800m²) in size under bare land strata policies and regulations. The remaining property would be owned collectively by the strata. The residential lots would be aligned in a slight semi-circle orientated south with views over common community garden area and service areas (requiring future clearing) and towards the large south slough. A key to creating affordable housing on these 7 residential lots would be to keep each home to minimal size meeting the basic needs of the family but utilizing a 'common house' to provide other common needs, (laundry facilities, guest bedrooms, large group socialization space, recreation room, root cellar, exercise & yoga space, storage spaces, etc.). This strata owned 'common house' is intended to be in the line of the residential lots with 4 to the west and 3 to the east. Additional outbuildings, (accessory buildings) may be provided in the immediate vicinity of the residential lots on common land to serve to house communal infrastructure, (solar, septic, water systems, etc.), greenhouses, chicken coop, firewood storage, kayak and vehicle storage, etc. All of this development would take place south of the northern slough crossing where the existing culvert is located and thus would be perceived as part of the more private residential common land.

North of the culvert and slough would be an area more appropriately recognized as 'community commons' and is about 10,000m² in area or about 16% of the total property. This would be where any community outreach would take place and all activities would be focused around a large strata-owned community "workshop" building. The THL Group will welcome the "workshop" facility to provide diverse community outreach functions and cottage industry space including:

- A woodworking shop with ample tools, project and lumber storage
- An artisan's studio with a potential pottery kiln
- A small gift shop, (less than 100m²) to sell art and woodwork projects
- A small café (less than 150m²) as a social gathering spot serving locally prepared food and beverages
- A classroom to provide space for community programs and workshops instruction by the strata owners in a wide variety of activities particularly in educating the Tow Hill community in sustainable life style practices, (permaculture, renewable energy systems, etc.)
- Some overnight bunk space for weekend workshop participants with appropriate washroom facilities to supplement a dedicated tent site location for other course participants.

The cleared area north of the northerly slough and accessed off of Tow Hill Road would also include a large parking area for those community citizens frequenting the "workshop" facility or with intentions to hike the trails

into the higher lands south of the subject properties. Signage of a maximum of 3 square meters on Tow Hill Road near the access road would be welcome to identify this community outreach facility.

The Tow Hill Landshare Group shared vision for the land includes the practice of sustainable living so as to be able to model this for the greater community. In this regard, much of the infrastructure would be made visible so as to allow viewing and instruction. Rain water harvesting systems will include appropriate first flush diversion controls, collection infrastructure, and filtration equipment that can be easily accessed. The intent of the rain water system would be to use for non-potable water uses such as yard and garden watering and / or toilet flushing with Building Code piping provisions. It is also recognized that the common house could have a communal cistern connected complete with fire hose connection so as to always have a full cistern of water in reserve for emergency fire-fighting needs within this bare land strata development.

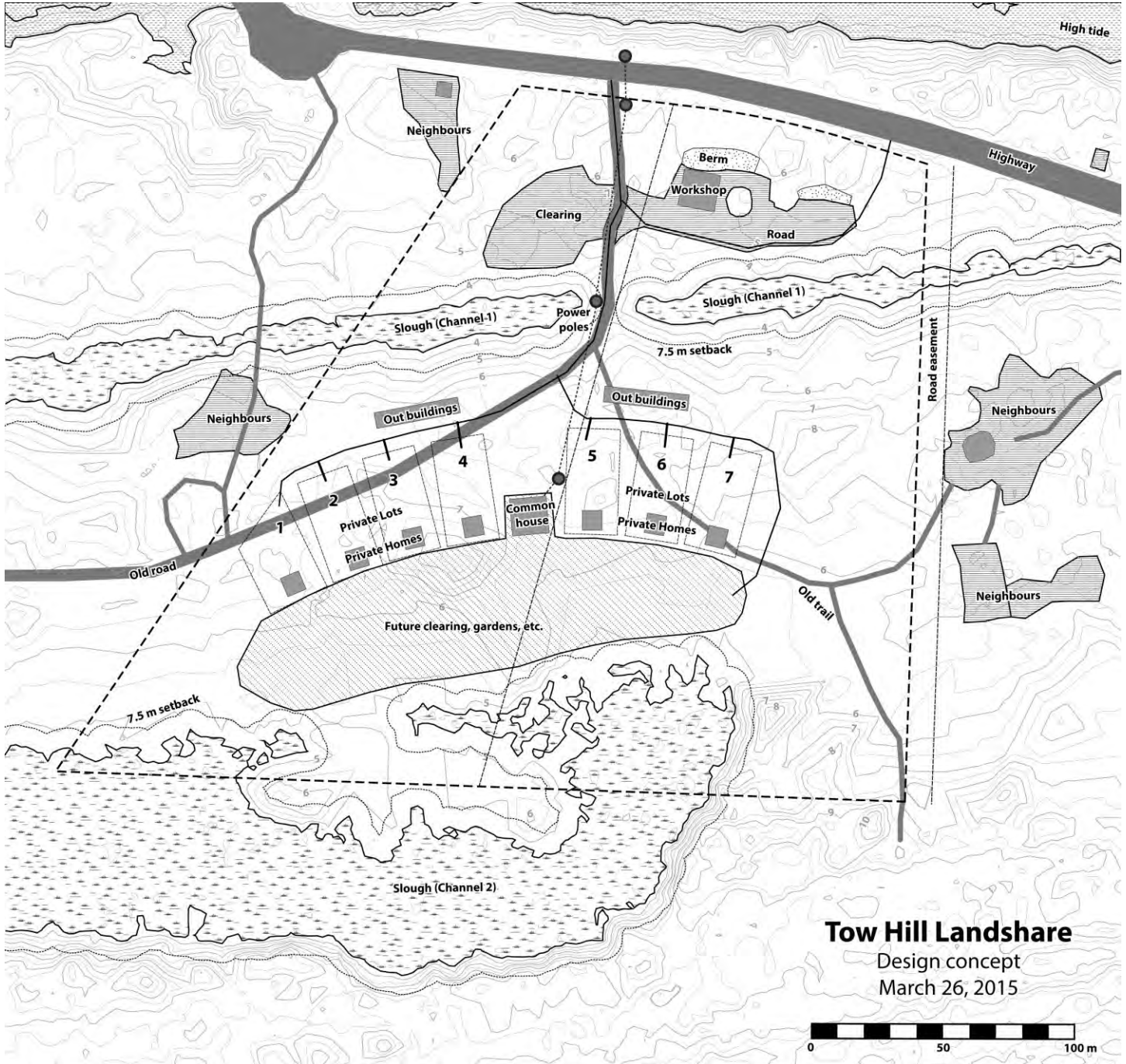
Solar thermal and solar photovoltaic systems will also be integrated where deemed feasible following a solar assessment of the site. This in combination with a battery storage system could provide the Strata owners with energy assurances should extensive power outages arise from stormy weather or seismic events. These systems will again be made accessible for the purposes of educating the greater community. Wind turbine systems will also be explored to determine the economic feasibility to be integrated into a hybrid renewable energy system with potential net metering tieback. A further opportunity the density of homes provides includes the opportunity to explore “district heating” options. In this situation a common heating system, (such as a ground or water source heat pump loop) could connect to multiple residences to provide base home heating. Another option is a “district” biomass heater where an independent located wood burning furnace building can be connected to multiple homes providing base home heating options which can be individually controlled at each home.

Alternative septic handling can also be explored for economic feasibility and each home can share in the use and costs of such systems to reduce property development costs and improve residential construction affordability. Additional materials by Trax Consulting are attached to document the preliminary feasibility of the septic options on the land.

A final piece of the sustainable life style practice would be associated with food production. The shared common gardens can be managed by key “gardeners” in the community using the most fertile and solar exposed portions of the land. These areas can include fruit trees and berry bushes as well as vegetable garden beds and can be fenced to protect the bounty from deer or other wildlife. These garden areas can include common tool sheds with community shared tools. Food production can be further encouraged through common greenhouses which could include food growing innovations as hydroponics and green wall systems. In addition to the community garden places, individual strata owners can have sunspaces within their residences for passive solar gain and zone 1 herbs and vegetables for meals. The vision for food production also includes creating common spaces for cutting and preparation of meats obtained through hunting and fishing which will be in proximity to a larger community shared freezer.

The Group has refined this vision over the past few years and they welcome the support of the community to allow them to first develop a strata community based on the practice of sustainable living and then the opportunity to showcase this life style to other citizens of the Tow Hill and Masset communities. They believe strongly in the importance of creating sustainability through the power and strength of community values and action and their collective love for the Tow Hill region provides the driving force to illustrate how sustainable living can be accomplished within the Haida Gwaii rainforest ecosystem as a model for the future generations of this Tow Hill community.

2 – The Site Plan



3 – Amendment Rationale

In June of 2011 the SQCRD adopted the Rural Graham Island Official Community Plan which recognized the hard work of many community focused individuals to establish a vision for the long term development of the Rural Graham Island including the Tow Hill Region at the north east tip of Graham Island. This OCP provides a series of Guiding Principles, Objectives and Policy direction appropriate to the preferred long term development of their community. The THLG respects this hard work and share in the support of this vision. Many of the personal objectives of the THLG are reflected in both the OCP direction and the vision they hold for the development of their property. These shared values include:

- Respect the environment and value the island's green and open spaces
- Encourage agriculture and develop a culture of agricultural practice based on local methods and conditions
- Ensure any development is environmentally sustainable and enhances the quality of life
- Promote and open, diverse and resilient economy that has a strong emphasis on home-based business and cottage industry
- Support flexible and diverse housing options that enable year round residency and renewable energy practices
- Identify areas for vibrant and accessible community cores

These values are actual Guiding Principles of the OCP, (4,6,7,8,9 & 10 respectively of Section 1.2) and are directly pertinent to the nature of the THLG development objectives and their vision to develop their land. The subject property has environmentally sensitive features and natural open space that we will protect by covenant. The Group intends to create common greenhouses and garden spaces for local food production to supplement hunting and fishing resources for a healthy diet within their community. Understanding sustainability and collectively working to achieve this on their lands will ensure the quality of life for their families and visiting neighbours from the community. The portion of land fronting Tow Hill Road is intended to have workshops and an artisan studio to provide services to the community with a cottage based industry for family income. The houses to be built will be appropriately scaled for year round living but will have the benefit of a common house that allows such shared services as laundry, meals & social gathering and guest accommodation. Renewable energy systems can be integrated into individual homes but share the advantage of lower costs through the economies of scale of neighbourhood infrastructure. The THLG believes that the location of their common workshop that can offer home based business services to the passing community will be seen as a community core due to its proximity to river and beach access at the juncture of the Chown River entering the Sea.

Creating Community Cores is an important objective in the OCP and is linked to higher density support and includes direct correlation between community cores and cluster residential development, (OCP page 21). In fact, the OCP supported a specific Community Core approximately ½ a kilometer west of the subject properties which was directed to an area of former commercial use. The THLG had explored purchase of land in the designated core however the costs were not favourable and a review of the older commercial buildings in this core were in need a significant renovation and quite possibly beyond their value for refurbishing. Fortunately, Policy 1 under the Community Core Section 6.3 of the OCP states that *“Appropriate locations for Community Cores are shown on the local area plans. However, other locations may also be considered.”* While the planned workshop, artisan studio and possible small café as proposed by the THLG at the public edge of their land on Tow Hill Road would be just a small component of a “community core”, it could serve the intent of the community desire for communal gathering places and ideally at a location a short ½ kilometer from an area originally identified in the OCP.

The other key component of the OCP where the THLS vision varies from the OCP designation is in the issue of density. The current property zoning and the OCP Land Use designation per Schedule C1 for the subject property is “Rural” (R-1) which has a density of 1 dwelling per 1.5 Ha which would allow a maximum of 4 dwellings on the consolidated subject property, (6.17 Ha or 15.24 acres). The economic feasibility for the THLG vision is based on Small Holdings (R-2) density of 1 dwelling per 0.8 Ha. (2 acres) which would allow 7.7 dwellings on the consolidated subject property. The Rural designated subject properties are part of a small block of parcels centrally located between two significant areas of Residential designated properties both east and west of this block, (see Schedule C1). The OCP designation for the nearby Residential properties would appear to encourage R2 or even R3 zoning (1 dwelling per 0.4 Ha of unserviced land) and thus this development vision welcomes consideration of a higher density but only at the moderate R-2 density.

A density equivalent to the R-2 Small Holdings zoning designation would appear more appropriate for these properties due to the supported land use of 'Agriculture' that isn't encouraged on the R-3 smaller lots due to inadequate property. Given the THLG vision for sustainable living including the expectation of significant agricultural gardens and R-2 density would appear most appropriate particularly with the expectation of adopting the OCP recommendation of using density averaging for the clustering of the residential dwellings on 7 smaller strata lots within the greater common property. This approach further supports the ability of the remaining open space to be used for recreation and conservation purposes. Policy 6 of OCP Section 7.2 specifically encourages cluster developments and density averaging to allow "tighter groupings of houses on the most buildable portions of the site in exchange for retaining a large portion of land in the natural state". The THLG is supportive of the condition of limiting further additional parcels by covenant, (Policy 7) and will use "the remaining open space created as a result of clustering ... for public recreation and conservation purposes", Policy 8).

Section 7.3 of the OCP, which encourages Affordable Housing references in Policy 6 that residential cluster development is encouraged to support smaller more affordable forms of housing. The proposed Bare Land Strata, offers a modified form of co-housing as the common buildings are shared by multiple owners and such uses as laundry, guest accommodation, social gathering places, etc. allow the individual owners to create smaller more affordable homes knowing they have these basic amenities in the shared common spaces. Policy 8 of Section 7.3 would thus also appear to support the vision particularly with the intent of giving this development encouraging a Community Core element on the Tow Hill Road portion of the subject lands. Whereas the OCP may generally prefer Fee Simple to Strata subdivisions, the extensive amount and location of eco-sensitive wetlands are much more conducive to narrower road standards than what a Fee Simple subdivision would otherwise mandate. This is particularly pertinent to the existing crossing over the north slough, which separates the Tow Hill Road fronting Community Core space from the common residential lands south of the sloughs, (see Site Plan).

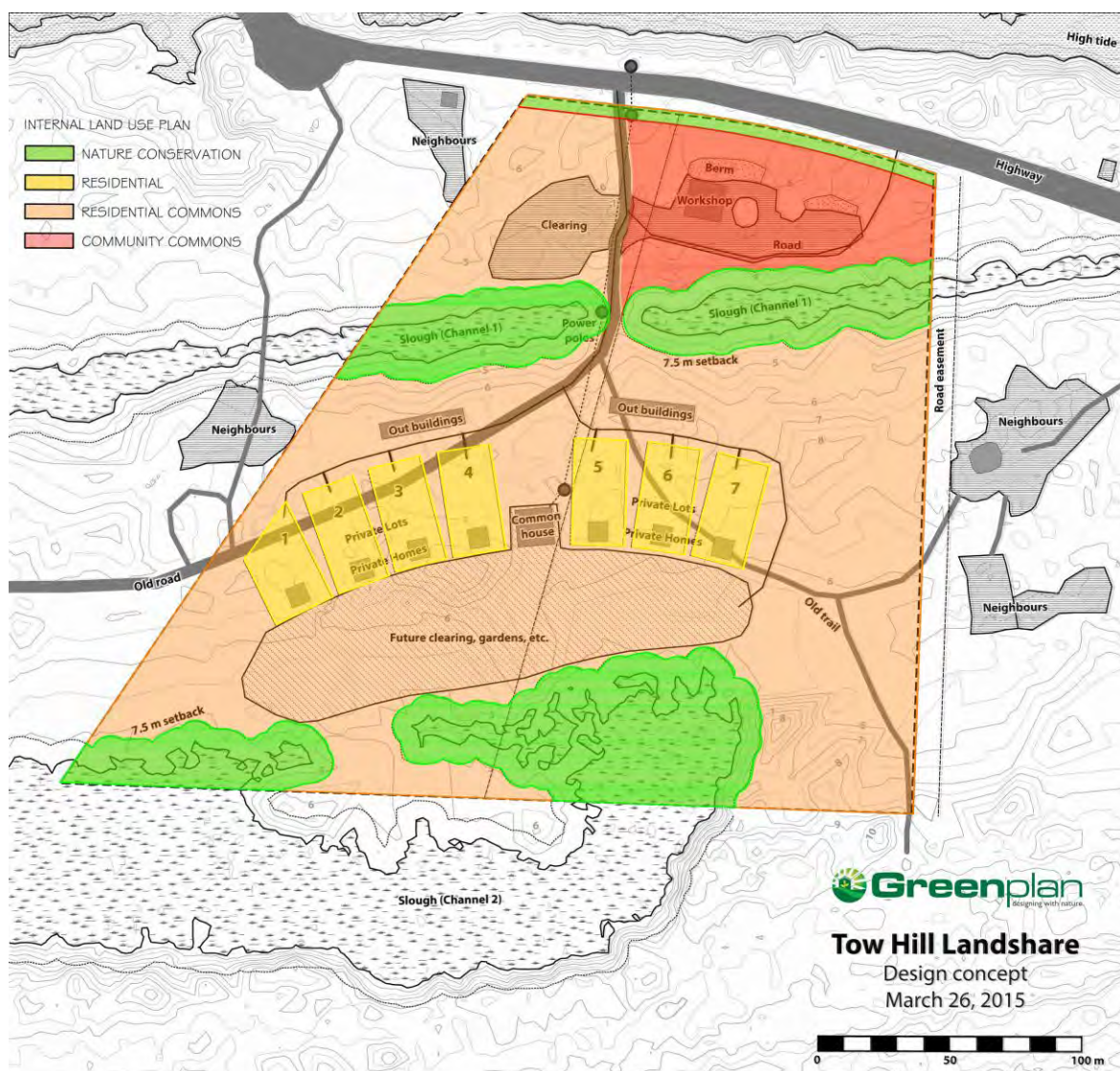
A Strata subdivision will also provide the opportunity for greater affordability through the opportunity for shared common services, water systems, septic system, renewable energy systems and even fire protection. Agreements for the communal use of services can be integrated into the Strata agreement and this can lead to reduced servicing costs, greater community health, more protection of the adjacent sensitive ecosystem and improved safety for the strata community. For instance a large and centrally located dedicated cistern, based on rain water collection off the common building, could provide fire-fighting capacity for the homes that may be otherwise less protected due to costs and infrastructure feasibility. Historically this has also proved to lead to reduced insurance costs for the residential cluster community thus providing improved operational affordability. Similarly, a fire-fighting cistern located near the Community Core facilities at the Tow Hill Road offers not only quick access for fire suppression of these common strata facilities but can be used by the local fire department for refill when fighting fires in the area, (OCP Section 12.1 Policy 5).

The THLG vision includes the key element of the community outreach at the public edge of the property. This vision as noted previously, includes a workshop, artisan studio (with pottery kiln), small café / gift shop and a supporting office, washrooms, etc. While this space will provide a location for creating key projects for the owners, (common facilities, furniture construction, vehicle repair, etc.) through the use of Strata shared tools and equipment, but this also offers a easily accessed location for cottage industry and home based business critical to the economic wellbeing of the Strata and the neighbouring community as also encouraged by the OCP. The need for social gathering spaces, as encouraged in the OCP pursuit of Community Cores, suggests that the CD zoning should include a public space with limited commercial sales allowance to support the sale of crafts and treats as well as sharing coffee and tea with friends, neighbours and seasonal tourists. This will make this 'public face' of the land, a community destination point and is appropriately located given the immediate proximity to Chown River and South Beach Access Points, (see OCP Schedule C1) and a start point for a dedicated trail access through the common land to the elevated forests lands south of the subject property. One other important component of Cottage industry for the THLG that can be served by the workshop facilities, is the sharing of skills and knowledge. Aside from being able to offer basic instruction in common skills such as carpentry, arts and crafts, surfing instruction, outdoor education, etc.(existing skills of the current ownership group), living a sustainable lifestyle includes a wide variety of specialized skills in alternative technologies, renewable energy systems, organic gardening, food preservation, permaculture

practices, etc. that will be valued by the surrounding community and can be offered by the members of the THLG in the future through organized programs and seminars utilizing these common spaces. Typical for participants of such future weekend or week long programs or courses would necessitate some additional secondary land uses. These could include a heated instruction space, an area for overnight accommodation with washrooms, showers and laundry facilities and possibly a dedicated area for onsite tenting. An area for vehicle parking can be provided within the clearing. This community gathering space will be screened to passing motorists on Tow Hill Road by retaining a vegetative buffer along the road edge interrupted only with the vehicle access and a simple sign to identify this community facility. A subsequent Development Permit can address the details of parking, signage and buffer requirements.

The unique nature of this development does not fit within prescribed zones within the existing Zoning Bylaw No. 192, 1993 and thus we are proposing a Comprehensive Development Zone, a designation customized to the intended uses of the land. As we are seeking a wide variety of land use allowances within the subject property, it would appear inappropriate to allow any and all of these uses wherever on this land so we are proposing to register and land use plan to designate specific uses for only certain areas of the land. This is visually noted on the attached Internal Land Use Plan. We are proposing 4 distinct land use zones:

1. Nature conservation area - green
2. Residential area - yellow
3. Residential commons area - orange
4. Community commons area - red





SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

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

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

Website: www.sqcrd.bc.ca

Application for an OCP and Zoning Amendment

I / We hereby apply for:

- ☐ An amendment to the text of the zoning or OCP bylaw
- ☒ A change of designation (OCP) and rezoning of the property described below:

Lot 34, Block _____, District Lot 873, Plan BCP 34824, Range _____

Or Lease or Licence number _____

Location (street address or general location): TOW HILL ROAD
NEAR EXIT OF CHOWN RIVER TO THE SEA

Name of Applicant:

JACK ANDERSON - Greenplan

Address:

1655 CEDAR RD.

Street or box #

NANAIMO, BC V9X 1L4

City and Postal Code

Phone #:

250 713 3333

Email:

jack@greenplan.ca

Registered Owner(s): same as applicant ☐ or:

Name of Registered Owner(s): 0990800 B.C. LTD - 'TOW HILL LANDSHARE'

Address:

Street or box #

City and Postal Code

Phone #:

Email:

I _____ as owner(s) of the subject property hereby authorize the applicant to act on my behalf in relation to this rezoning application.

Registered Owners Signature

Registered Owners Signature



SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

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

Phone: (250) 824-2002 Fax: (250) 627-8493

Website: www.sqcrd.bc.ca

Application for an OCP and Zoning Amendment

I / We hereby apply for:

- ☐ An amendment to the text of the zoning or OCP bylaw
- ☒ A change of designation (OCP) and rezoning of the property described below:

Lot 3-4, Block BCP, District Lot E73, Plan 34524 Range

Or Lease or Licence number

Location (street address or general location): TEAL HILL ROAD
NEAR EXIT OF CHOWN RIVER TO THE SEA

Name of Applicant: JACK ANDERSON - Greenplan

Address: 1655 CEDAR RD
Street or box #: NANAIMO, BC V9X 1L4
City and Postal Code

Phone #: 250 713 3333 Email: jack@greenplan.ca

Registered Owner(s): same as applicant ☐ or:

Name of Registered Owner(s): 0990800 B.C. LTD - TEAL HILL LANDSCAPE

Address: PO Box 788
Street or box #: Masset, BC V0T 1M0
City and Postal Code

Phone #: 250-626-3868 Email: jennKchow@gmail.com

Jennifer Chow Director

I 0990800 B.C. Ltd. as owner(s) of the subject property hereby authorize the applicant to act on my behalf in relation to this rezoning application.

Registered Owners Signature

Registered Owners Signature

I CONTACT IDENTIFICATION

A. Name of Site Owner:

Last Chow First Jennifer Middle Initial(s) K (and/or, if applicable)
Company 0990800 B.C. Ltd
Owner's Civic Address 1872 Balsam Crescent
City Masset Province/State BC
Country Canada Postal Code/ZIP V0T 1M0

B. Person Completing Site Profile (Leave blank if same as above):

Last _____ First _____ Middle Initial(s) _____ (and/or, if applicable)
Company _____

C. Person to Contact Regarding the Site Profile:

Last Chow First Jennifer Middle Initial(s) K (and/or, if applicable)
Company 0990800 B.C. Ltd
Mailing Address PO Box 788
City Masset Province/State BC
Country Canada Postal Code/ZIP V0T 1M0
Telephone (250) 626-3868 Fax () -

II SITE IDENTIFICATION

Please attach a site location map

All Property

Coordinates (using the North American Datum 1983 convention) for the centre of the site:

Latitude: Degrees 54 Minutes 1 Seconds 27
Longitude: Degrees -131 Minutes 59 Seconds 32

Please attach a map of appropriate scale showing the boundaries of the site.

For Legally Titled, Registered Property

Site Street Address (if applicable) _____
City _____ Postal Code _____

PID numbers and associated legal descriptions. *Attach an additional sheet if necessary.*

| <u>PID</u> | <u>Legal Description</u> |
|-------------|-----------------------------|
| 027-455-688 | Lot: 3 PL: BCP34824 DL: 873 |
| 027-455-696 | Lot: 4 PL: BCP34824 DL: 873 |
| | |
| | |
| | |

Total number of titled parcels represented by this site profile is: 2

For Untitled Crown Land

PIN numbers and associated Land Description. *Attach an additional sheet if necessary.*

| <u>PIN</u> | <u>Land Description</u> |
|------------|-------------------------|
| | |
| | |
| | |
| | |
| | |

Total number of untitled crown land parcels represented by this site profile is: _____

(and, if available)

Crown land file numbers. *Attach an additional sheet if necessary.*

III COMMERCIAL AND INDUSTRIAL PURPOSES OR ACTIVITIES

Please indicate below, in the format of the example provided, which of the industrial and commercial purposes and activities from Schedule 2 have occurred or are occurring on this site.


| <u>Schedule 2</u> | <u>EXAMPLE</u> |
|-------------------|--|
| <u>Reference</u> | <u>Description</u> |
| E1 | appliance, equipment or engine repair, reconditioning, cleaning or salvage |
| F10 | solvent manufacturing or wholesale bulk storage |

Please print legibly. Attach an additional sheet if necessary.

| <u>Schedule 2</u> | <u>Description</u> |
|-------------------|--------------------|
| <u>Reference</u> | |
| | |
| | |
| | |
| | |

| IV AREAS OF POTENTIAL CONCERN | | | |
|--------------------------------------|--|------------|-----------|
| | Is there currently or to the best of your knowledge has there previously been on the site any (please mark the appropriate column opposite the question): | YES | NO |
| A. | Petroleum, solvent or other polluting substance spills to the environment greater than 100 litres? | | ✓ |
| B. | Residue left after removal of piled materials such as chemicals, coal, ore, smelter slag, air quality control system baghouse dust? | | ✓ |
| C. | Discarded barrels, drums or tanks? | | ✓ |
| D. | Contamination resulting from migration of substances from other properties? | | ✓ |
| V FILL MATERIALS | | | |
| | Is there currently or to the best of your knowledge has there previously been on the site any deposit of (please mark the appropriate column opposite the question): | YES | NO |
| A. | Fill dirt, soil, gravel, sand or like materials from a contaminated site or from a source used for any of the activities listed under Schedule 2? | | ✓ |
| B. | Discarded or waste granular materials such as sand blasting grit, asphalt paving or roofing material, spent foundry casting sands, mine ore, waste rock or float? | | ✓ |
| C. | Dredged sediments, or sediments and debris materials originating from locations adjacent to foreshore industrial activities, or municipal sanitary or stormwater discharges? | | ✓ |
| VI WASTE DISPOSAL | | | |
| | Is there currently or to the best of your knowledge has there previously been on the site any landfilling, deposit, spillage or dumping of the following materials (please mark the appropriate column opposite the question): | YES | NO |
| A. | Materials such as household garbage, mixed municipal refuse, or demolition debris? | | ✓ |
| B. | Waste or byproducts such as tank bottoms, residues, sludge, or flocculation precipitates from industrial processes or wastewater treatment? | | ✓ |
| C. | Waste products from smelting or mining activities, such as smelter slag, mine tailings, or cull materials from coal processing? | | ✓ |
| D. | Waste products from natural gas and oil well drilling activities, such as drilling fluids and muds? | | ✓ |
| E. | Waste products from photographic developing or finishing laboratories; asphalt tar manufacturing; boilers, incinerators or other thermal facilities (e.g. ash); appliance, small equipment or engine repair or salvage; dry cleaning operations (e.g. solvents); or from the cleaning or repair of parts of boats, ships, barges, automobiles or trucks, including sandblasting grit or paint scrapings? | | ✓ |

| VII TANKS OR CONTAINERS USED OR STORED, OTHER THAN TANKS USED FOR RESIDENTIAL HEATING FUEL | | | |
|--|--|-----|----|
| | Are there currently or to the best of your knowledge have there been previously on the site any (please mark the appropriate column opposite the question): | YES | NO |
| A. | Underground fuel or chemical storage tanks other than storage tanks for compressed gases? | | ✓ |
| B. | Above ground fuel or chemical storage tanks other than storage tanks for compressed gases? | | ✓ |
| VIII HAZARDOUS WASTES OR HAZARDOUS SUBSTANCES | | | |
| | Are there currently or to the best of your knowledge have there been previously on the site any (please mark the appropriate column opposite the question): | YES | NO |
| A. | PCB-containing electrical transformers or capacitors either at grade, attached above ground to poles, located within buildings, or stored? | | ✓ |
| B. | Waste asbestos or asbestos containing materials such as pipe wrapping, blown-in insulation or panelling buried? | | ✓ |
| C. | Paints, solvents, mineral spirits or waste pest control products or pest control product containers stored in volumes greater than 205 litres? | | ✓ |
| IX LEGAL OR REGULATORY ACTIONS OR CONSTRAINTS | | | |
| | To the best of your knowledge are there currently any of the following pertaining to the site (please mark the appropriate column opposite the question): | YES | NO |
| A. | Government orders or other notifications pertaining to environmental conditions or quality of soil, water, groundwater or other environmental media? | | ✓ |
| B. | Liens to recover costs, restrictive covenants on land use, or other charges or encumbrances, stemming from contaminants or wastes remaining onsite or from other environmental conditions? | | ✓ |
| C. | Government notifications relating to past or recurring environmental violations at the site or any facility located on the site? | | ✓ |
| X ADDITIONAL COMMENTS AND EXPLANATIONS | | | |
| <p>(Note 1: Please list any past or present government orders, permits, approvals, certificates and notifications pertaining to the environmental condition, use or quality of soil, surface water, groundwater or biota at the site.</p> <p>Note 2: If completed by a consultant, receiver or trustee, please indicate the type and degree of access to information used to complete this site profile. Attach extra pages, if necessary):</p> <p>"...no area used for habitation shall be located within... 7.5 meters from the natural boundary of any existing watercourses or water bodies." P. 7</p> <p>From Restrictive Covenant Section 207 land title act (Dixon Flood Covenant) between Niholand and cattle co. Ltd and Minister of Transportation</p> | | | |

| | | | |
|--|--|---|---|
| XI SIGNATURES | | | |
| The person completing the site profile states that the above information is true based on the person's current knowledge as of the date completed. | | | |
|  Signature of person completing site profile | | ^{jc} 22-09-09 15-09-22 Date completed: (YY-MM-DD) | |
| XII OFFICIAL USE | | | |
| Local Government Authority | | | |
| Reason for submission (Please check one or more of the following) | | | |
| Subdivision application <input type="checkbox"/> Zoning application <input type="checkbox"/> Development permit <input type="checkbox"/> Variance permit <input type="checkbox"/> Demolition permit <input type="checkbox"/> | | | Soil removal <input type="checkbox"/> |
| Date received: | <u>Local Government contact:</u> Name _____ Agency _____ Address _____ Telephone _____ Fax _____ | Date submitted to Site Registrar: | Date forwarded to Director of Waste Management: |
| Director of Waste Management | | | |
| Reason for submission (Please check one or more of the following) | | | |
| Under Order <input type="checkbox"/> Site decommissioning <input type="checkbox"/> Foreclosure <input type="checkbox"/> | | | |
| Date received: | <u>Assessed by:</u> Name _____ Region _____ Telephone _____ Fax _____ If site profile entered, SITE ID # _____ | Investigation Required? YES NO | Decision date: |
| Site Registrar | | | |
| Date received: | <u>Entered onto Site Registry by:</u> | SITE ID #: | Entry date: |

TITLE SEARCH PRINT

File Reference:

Declared Value \$71236

2015-09-28, 16:27:00

Requestor: Keene Anderson

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN******Land Title District**

Land Title Office

PRINCE RUPERT

PRINCE RUPERT

Title Number

From Title Number

CA3708096

BB829936

Application Received

2014-05-02

Application Entered

2014-05-06

Registered Owner in Fee Simple

Registered Owner/Mailing Address:

0990800 B.C. LTD., INC.NO. BC0990800
PO BOX 788, 1872 BALSAM STREET
MASSET, BRITISH COLUMBIA
V0T 1M0**Taxation Authority**

PRINCE RUPERT ASSESSMENT DISTRICT

Description of Land

Parcel Identifier:

027-455-688

Legal Description:

LOT 3 DISTRICT LOT 873 QUEEN CHARLOTTE DISTRICT PLAN BCP34824

Legal Notations

NONE

Charges, Liens and Interests

Nature:

COVENANT

Registration Number:

BX530605

Registration Date and Time:

2005-05-11 14:18

Registered Owner:

THE CROWN IN RIGHT OF BRITISH COLUMBIA

Remarks:

INTER ALIA

Nature:

COVENANT

Registration Number:

BB829932

Registration Date and Time:

2008-02-08 13:09

Registered Owner:

THE CROWN IN RIGHT OF BRITISH COLUMBIA

Remarks:

INTER ALIA

TITLE SEARCH PRINT

File Reference:

Declared Value \$71236

2015-09-28, 16:27:00

Requestor: Keene Anderson

Nature:

Registration Number:

Registration Date and Time:

Registered Owner:

Remarks:

COVENANT

BB829939

2008-02-08 13:10

THE CROWN IN RIGHT OF BRITISH COLUMBIA

INTER ALIA

Duplicate Indefeasible Title

NONE OUTSTANDING

Transfers

NONE

Pending Applications

NONE

TITLE SEARCH PRINT

File Reference:

Declared Value \$73764

2015-09-28, 16:28:30

Requestor: Keene Anderson

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN****

| | |
|--|---|
| Land Title District Land Title Office | PRINCE RUPERT PRINCE RUPERT |
| Title Number From Title Number | CA3708097 BB829937 |
| Application Received | 2014-05-02 |
| Application Entered | 2014-05-06 |
| Registered Owner in Fee Simple Registered Owner/Mailing Address: | 0990800 B.C. LTD., INC.NO. BC0990800 PO BOX 788, 1872 BALSAM STREET MASSET, BRITISH COLUMBIA V0T 1M0 |
| Taxation Authority | PRINCE RUPERT ASSESSMENT DISTRICT |
| Description of Land Parcel Identifier: Legal Description: | 027-455-696 LOT 4 DISTRICT LOT 873 QUEEN CHARLOTTE DISTRICT PLAN BCP34824 |
| Legal Notations | NONE |
| Charges, Liens and Interests Nature: Registration Number: Registration Date and Time: Registered Owner: Remarks: | COVENANT BX530605 2005-05-11 14:18 THE CROWN IN RIGHT OF BRITISH COLUMBIA INTER ALIA |
| Nature: Registration Number: Registration Date and Time: Registered Owner: Remarks: | COVENANT BB829932 2008-02-08 13:09 THE CROWN IN RIGHT OF BRITISH COLUMBIA INTER ALIA |

TITLE SEARCH PRINT

File Reference:

Declared Value \$73764

2015-09-28, 16:28:30

Requestor: Keene Anderson

Nature:

Registration Number:

Registration Date and Time:

Registered Owner:

Remarks:

COVENANT

BB829939

2008-02-08 13:10

THE CROWN IN RIGHT OF BRITISH COLUMBIA

INTER ALIA

Duplicate Indefeasible Title

NONE OUTSTANDING

Transfers

NONE

Pending Applications

NONE

4 - Environmental Protection

Supporting documentation

A – Biological Assessment of fish habitat – 2007
– update on Biological Assessment - 2015

B - Trax Consulting document regarding on-site Septic handling - 2014

Haida Gwaii

Business Walks: Post-Event Report



Skeena Queen Charlotte
Regional District

Tel: 250-624-2002
Email: info@sqcrd.bc.ca
www.sqcrd.bc.ca



Tel: 250-561-2525
Email: info@northerndevlopment.bc.ca
www.northerndevlopment.bc.ca



Tel: 250-559-8050
Email: edo@mieds.ca
www.mieds.ca



Tel (Masset): 250-626-5594
Tel (Skidegate): 250-559-4499
Tel (Queen Charlotte): 1-888-328-5594
Email: gm@haidagwaiifutures.ca
www.haidagwaiifutures.ca



Tel: 250-557-4295
Email: deputy@portclements.ca
www.portclements.ca



Tel: 250-559-4765
Email: office@queencharlotte.ca
www.queencharlotte.ca



Village of Masset
Tel: 250-626-3995
Email: vom@mhtv.ca
massetbc.com



**Old Masset Economic
Development**
Tel: 250-626-3327
Email: gwen.brown@mhtv.ca



Skidegate Band Council
Tel: 250-559-4496
skidegate.ca



Gwaalagaa Naay Corporation
Tel: 250-559-0014
Email: gncopman@gmail.com



Table of Contents

- Executive Summary
- Business Walks Overview
- Results
 - 1. Business Status
 - 2. Favourite Thing about Doing Business Here
 - 3. Greatest Challenges
 - 4. How to help Businesses Thrive
 - 5. Additional Information
- Recommendations

Executive Summary:

During the week of October 5th, 2015 the Misty Isles Economic Development Society (MIEDS) conducted Business Walks on Haida Gwaii with assistance from Northern Development Initiative Trust and other organizations. Almost 90 businesses were visited by representatives from MIEDS, Community Futures, Old Masset Village Council, Village of Masset, Village of Port Clements, Gwaalagaa Naay/Skidegate Band Council, Village of Queen Charlotte, Skeena-Queen Charlotte Regional District, and Northern Development Initiative Trust. The “Walkers” asked five short questions to improve the understanding of successes, challenges, and opportunities in Haida Gwaii’s economy.

More than half of the businesses contacted reported that their business is growing, while a third are steady and 12% are shrinking. Clientele and location were highly cited as their favourite thing about doing business in their community. Common challenges include BC Ferries and employee recruitment and retention. Many respondents felt that increased advertising, population, tourist visitation, training opportunities, and internet improvements could help their businesses thrive. Several businesses expressed interest in receiving more information about the Business Façade Improvement program, MIEDS and Community Futures initiatives, training courses, and other funding programs.



BUSINESS WALK

POST-EVENT REPORT

Overall, participants felt positive about the first Business Walk. MIEDS will follow-up with a number of business to address specific concerns and needs, and continue to work with other organizations to address the broader needs and opportunities identified. Each business was given a booklet including contact information, information on Northern Development funding programs, and the current MIEDS newsletter. We hope that the inaugural Business Walks provide valuable information and momentum for ongoing engagement with local businesses.

Business Walks Overview

Business Walks provide an informal way for community leaders to get in touch with the pulse of the business community, build relationships over time, and gather the business information needed to support and stimulate the economy. Teams of two or three staff and elected officials visited a number of retail and service based businesses in each community to ask the owner or manager a few questions about their business and the local economy.



Cameron Bell, MIEDS Economic Development Officer, speaks with artist and carver Jim Hart in Old Massett

The current draft of the Business Directory includes over 500 businesses. This initiative primarily targeted the retail and service-based businesses in the downtown or core of each community. Information was gathered from 89 businesses through conversations with over 70 individuals, many of whom own or manage multiple enterprises. The information collected can guide the operations of municipalities and economic/business development agencies, while the relationships built contribute to ongoing communication and collaboration in the community.

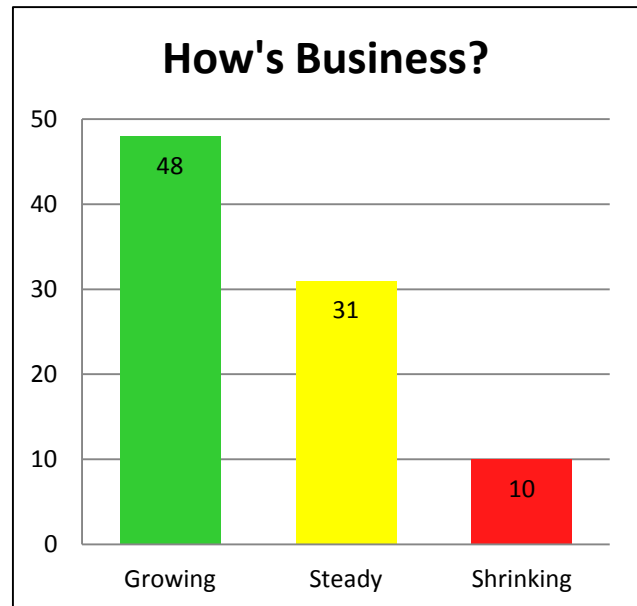
BUSINESS WALK

POST-EVENT REPORT

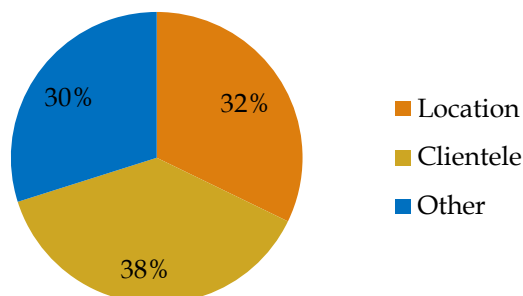
Results

Question 1: How's business?

This question provided a general status of business across the islands. The responses present a very positive outlook on small business. More than half reported growth, with a total of 88% of businesses either growing or steady. Many service and retail businesses credit this to increased tourist traffic in 2015. Some of the steady and shrinking businesses do not advertise consistently, while others are planning to sell their business.



What do you like most about doing business in the area?



Question 2: What do you like most about doing business in the area?

Many business owners/managers identified their customers and colleagues as their favourite aspect of doing business here. Others mentioned the location as a highlight, including both their community and Haida Gwaii as a whole. A number of "other" reasons were also mentioned, including being close to family and attachment to home.

BUSINESS WALK

POST-EVENT REPORT

Question 3: What is the greatest challenge your business faces today?

Answers to this question covered a wide range of challenges that small business owners face on Haida Gwaii. The most common themes were:

- 1) BC Ferries: The frequency, cost, and capacity of the ferry routes were the greatest challenges faced by business owners. This relates to tourist traffic, supplies, and operating costs for businesses in practically all sectors of the economy.
- 2) Employees: This theme was common across all businesses regardless of the sector they are in, from restaurants to labour jobs. Finding and retaining competent staff is difficult, while finding employees with specific skills is also a significant challenge.

Other challenges mentioned include: online competition, taxes, maintaining business during the winter months, availability of land, cost of advertising and internet, and bandwidth capabilities.

Question 4: What can be done to help your business thrive?

A primary goal of the Business Walks is to identify ways that MIEDS, the municipalities, regional district, and other organizations can assist local businesses. Businesses identified a wide range of opportunities, including these common themes:

Advertising: Some businesses recognize the need to increase advertising of their business to both local residents and visitors. Several businesses provided positive feedback on the advertising presence created through Love Haida Gwaii and Go Haida Gwaii. Suggestions for updated content on both of these websites were also made.



Mayor Andrew Merilees of Masset visiting
Driftech Automotive owner Lawrence Lemire



Tourism: The summer months provide significant revenue for many local businesses, and increased traffic would help them grow. The 2015 season was busy, and several businesses recognized and appreciated the value of events in attracting visitors to the islands. Ongoing destination marketing will continue to attract visitors, and increased “shoulder season” tourism would help sustain revenues throughout the year.

Year-round residents: Most businesses would like to see their communities grow, to increase both the potential customer base and the pool of available labour. In addition to marketing tourism, MIEDS could consider new initiatives to attract more year-round residents to the islands.

Other suggestions:

- Reducing internet costs
- Training for students
- Cleaning up downtown/core areas
- Accounting/bookkeeping courses
- Long-term contracts (forestry)
- “Buy local” programs and incentives
- Improved recreation trails (tourism)

Question 5: What specific information would you like to have access to locally?

This question was intended to identify research and information needs in the business community. Many businesses were unable to identify exactly what type of information would be useful to their business. However, some businesses did express interest in receiving information on:

- Grants for training and apprenticeships
- Business Façade Improvement Program
- Community Futures and MIEDS initiatives
- Calendar of events
- Lists of things to do for guests
- Computer courses and other training opportunities



Recommendations

Overall, participants felt positive about the first Business Walks, and both the “walkers” and businesses appreciated the opportunity to interact. Maintaining these relationships with local businesses is essential, as they are the foundation of any local economy. Improving awareness of services offered by MIEDS, Community Futures, and other organizations is another benefit of the Business Walks.

MIEDS plans to make these findings available to any interested parties. The recommendations arising from the 2015 Business Walks are as follows. MIEDS will act on these items as directed, and work with the appropriate organizations to address the needs of our economy.

Short Term:

- Follow up with businesses to provide the additional information they require
- Provide information on programs from Northern Development and Community Futures
- Publish a comprehensive Haida Gwaii Business Directory
- Present these findings to each Village and Band Council, and the Skeena-Queen Charlotte Regional District Board
- Engage BC Ferries in ongoing dialogue about service levels, costs, and capacity

Long Term:

- Continue to work with local governments, First Nations organizations, and businesses to promote economic development on the island and help grow businesses
- Organize Business Walks annually
 - o Consider allocating more time to each community to interact with more businesses
 - o Review questions list and identify priorities
- Consider creating a new resident attraction program
- Continue developing and implementing relevant training and employment initiatives with organizations like Hecate Strait Employment Development Society, School District 50, Northwest Community College, etc.



Referral Memo

Date: November 12, 2015

To: Doug Chapman, Chief Administrative Officer

From: Morganne Williams, Planning Consultant

Regarding: Crown Land Licence of Occupation Request # 6408854

Location: ALL THAT UNSURVEYED CROWN FORESHORE BEING PART OF THE BED OF CHATHAM SOUND, RANGE 5 COAST DISTRICT CONTAINING 0.579 HECTARES, MORE OR LESS.

Summary of the Referral:

Proponent: University of Victoria

Tenure Type: Licence of Occupation

Area: 0.579 Ha +/-

Term: 10 years

Comments from APC or Other Agencies: No APC established for Electoral Area A.

Staff Comments: Area does not fall within boundaries of Dodge Cove Official Community Plan.

Attachments:

- | | |
|--------------------|----------|
| 1. Application | 5 pages |
| 2. Management Plan | 10 pages |
| 3. Maps | 2 pages |



Crown Land Tenure Application

Tracking Number: 100143209

APPLICANT INFORMATION

If approved, will the authorization be issued to an Individual or Company/Organization? Company/Organization
What is your relationship to the company/organization? Employee

APPLICANT COMPANY / ORGANIZATION CONTACT INFORMATION

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

Name: university of victoria
Doing Business As:
Phone: 250-721-8610
Fax:
Email: tmoore@uvic.ca
BC Incorporation Number:
Extra Provincial Inc. No:
Society Number:
GST Registration Number:
Contact Name: Teron Moore
Mailing Address: 3800 Finnerty Rd
Victoria BC V8p 5C2

CORRESPONDENCE E-MAIL ADDRESS

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

Email:
Contact Name: Teron Moore

ELIGIBILITY

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

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

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

1. be 19 years of age or older and
2. must be Canadian citizens or permanent residents of Canada. (Except if you are applying for a Private Moorage)

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

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

TECHNICAL INFORMATION

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

EXISTING TENURE DETAILS

Do you hold another Crown Land Tenure?

Yes

Please specify your file number:

6408824

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

ALL SEASONS RESORTS

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

Are you applying within an alpine ski resort?

No

WHAT IS YOUR INTENDED USE OF CROWN LAND?

Use the "Add Purpose" button to select a proposed land use from the drop down menu.

If you wish to use Crown land for a Short Term, low impact activity YOU MAY NOT NEED TO APPLY for a tenure as you may be authorized under the Permissions policy. To determine if your use is permissible under the Land Act please refer to the Land Use Policy - Permissions

If your purpose can not be found in the list or if your intended use or term does not meet the terms and conditions of the policy, please contact FrontCounter BC.

Purpose

Tenure

Period

Community Institutional

Licence of Occupation

Ten to thirty years

School/Outdoor Education Facility

What are you applying for?

Nominal Rent Tenure (Licence / Lease)

ACCESS TO CROWN LAND

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

Access through Prince Rupert Airport runway on NavCan road that extends south of the runway. Foreshore will be used to lay cable to ocean bottom observation equipment offshore.

COMMUNITY INSTITUTIONAL

Crown land dispositions for less than fair market value are offered on a limited basis to community or institutional groups. Please visit the Community and Institutional webpage for more information.

Specific Purpose:

School/Outdoor Education Facility

Period:

Ten to thirty years

Tenure:

Licence of Occupation

ELIGIBILITY

Sponsored Crown Grants and Nominal Rent Tenures are limited to specific organizations. Please refer to the Community and Institutional Program Area for verification of eligibility.

Are you eligible?

Yes

TOTAL APPLICATION AREA

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

Specify Length:

30 meters

Specify Width:

2 meters

PROJECT DETAIL

A Community Organization is open to the entire community, or provides benefit to the entire community. Examples: historical, museum and arts societies, recreation organizations, community organizations, volunteer societies, youth and senior service organizations.

Are you a community organization?

Yes

Please upload the Constitution and Bylaws document.

Certificate of Incorporation.pdf

This is a Certificate of Incorporation designating Ocean Networks Canada as an official Society.

Please upload the Annual Report / Financial

2013_14

Annual report for 2014.

IMPORTANT CONSIDERATIONS

Are you intending to use the land as a shooting range or shooting club for discharge of firearms? No

ADDITIONAL QUESTIONS

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

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

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

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

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

Are you planning to work in or around water? Yes

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

Does your operation fall within a park area? No

LOCATION INFORMATION

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

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

MAP FILES

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

| Description | Filename | Purpose |
|--|----------------------------|-------------------------|
| A general map of the proposed installation area. | GeneralMap_DigbyIsland.pdf | Community Institutional |

ATTACHED DOCUMENTS

| Document Type | Description | Filename |
|----------------------|---|--------------------------------|
| Development Plan | A background document used to communicate the proposal to the airport authorities, Port of Prince Rupert, local First Nations and community in general. | Digby Island Observatory - ... |
| General Location Map | General Map of Digby Island proposed installation. | GeneralMap_DigbyIsland.pdf |
| Other | Approval for use of site under current Order in Council | DigbyOIC.pdf |

between the Province and Transport Canada.

| | | |
|-----------|---|--------------------------------|
| Other | First Nation's Letter of Support. | Kitselas letter of support ... |
| Other | First Nation's Letter of Support. | Kitsumkalum letter of suppo... |
| Other | First Nation's Letter of Support. | Lax Kw'alaams letter of sup... |
| Other | First Nation's Letter of Support. | Metlakatla letter of suppor... |
| Other | First Nations engagement log. | Gitxaala_Engagement.xlsx |
| Other | First Nations engagement log. | Kitselas_Engagement.xlsx |
| Other | First Nations engagement log. | Kitsumkalum_Engagement.xlsx |
| Other | First Nations engagement log. | LaxKwalaams_Engagement.xlsx |
| Other | First Nations engagement log. | Metlakatla_Engagement.xlsx |
| Other | Management Plan for Digby Island proposal. | FrontCounter Management Pla... |
| Site Plan | Site plan for Digby Island proposed installation. | SitePlanMap_DigbyIsland.pdf |

PRIVACY DECLARATION

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

REFERRAL INFORMATION

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

Company / Organization: university of victoria
Contact Name: Teron Moore
Contact Address: 3800 Finnerty Rd
Victoria BC V8p 5C2
Contact Phone: 250-721-8610
Contact Email: tmoore@uvic.ca

☒ I hereby grant permission for the public release of the information provided above. This information will be used to fulfill, if required, the referral and advertising requirements of my application.

IMPORTANT NOTICES

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

DECLARATION

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

APPLICATION FEES

| Item | Amount | Taxes | Total | Outstanding Balance |
|-----------------------------------|----------|-------------------|----------|---------------------|
| Crown Land Tenure Application Fee | \$250.00 | GST @ 5%: \$12.50 | \$262.50 | \$0.00 |

OFFICE

Office to submit application to: Smithers

PROJECT INFORMATION

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

OFFICE USE ONLY

| | | |
|--------------------|----------------|----------------|
| Office Smithers | File Number | Project Number |
| | Disposition ID | Client Number |

DIGBY ISLAND COMMUNITY OBSERVATORY AIR NAVIGATION AND SAFETY

Background

Oceans Networks Canada (ONC) is a not-for-profit society established by the University of Victoria to operate the world's most advanced cabled ocean observatories, NEPTUNE and VENUS, off the west coast of Canada. ONC also builds and operates smaller community observatories, which can be equipped with a wide variety of instruments to monitor local conditions. Together, these observatories connect hundreds of sensors that continuously collect and archive data that are made freely available over the Internet in real-time.

ONC was awarded funding from Western Economic Diversification to extend its observatory infrastructure to areas of the BC Coast that are candidates for increased economic development. This expansion program is called "Smart Oceans BC" and its main goals are to:

- enhance marine safety;
- improve public safety; and,
- establish baselines and long-term monitoring of the marine environment.

Digby Island Community Observatory

ONC proposes to install a 10'x10' shore station approximately 1700 meters South of the airport runway. From the shore station, a 500-750 meter cable would link to a community observatory located offshore. Specific configuration and locations of these instruments are subject to feasibility and approvals.

Air Navigation and Safety

There are a number of areas where the proposed equipment could be utilized to enhance air navigation and safety in the area including:

- a high-definition video camera providing confirmation of visual conditions near the airport;
- a weather station, monitoring air temperature, humidity, wind speed, wind direction and solar radiation, would augment the current weather observation equipment in the area and be useful for aviation-related operations;
- a radar system measuring surface currents could be utilized to support search and rescue operations if a plane were to end up in the water near the airport; and,
- the potential for the addition of other equipment, either land or ocean-based, that could be beneficial to the safety and operation of the aviation business.



Figure 1. Satellite image of the proposed locations of the ONC installations at Digby Island. Exact locations to be determined with local representatives, subject to feasibility and approvals.

ONC will design, provide, install, and maintain an appropriately equipped observatory after discussions and with consent from industry and local community groups. ONC engineers and contractors will work with appropriate landowners to develop design drawings and work plans that avoid any impact or inconvenience to ongoing or planned operations. ONC will obtain all necessary permits and approvals including those required for electrical work, network communications, and radio spectrum allocation.

The projected duration of the operation and maintenance of the data is 20 years or more. Information from all of these systems, and from agencies that we are able to partner with, will be captured and made freely available over the Internet in real-time and archived for reference, research and future uses. This information will help local agencies and industry access local data to support operations and emergency response.

ONC looks forward to refining this proposed plan with representatives of the Prince Rupert airport board, Transport Canada, Nav Canada, Provincial agencies and other partners.



Management Plan for Digby Island Observatory

Please describe the details of your proposed use to the extent known.

Section B -Parts I through IV will require a statement even if the statement is “not applicable”. Information may be required for **Section C** - Parts V and VI but will be on a case by case basis, the larger or more invasive an activity the more likely this information will be required.

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

Section B – Proposed Use Description

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

| |
|---|
| I. Background |
| Proposed use – what is proposed including any phased development details – should sync with “Purpose” chosen; |
| <p>Why here and now?</p> <p>The Prince Rupert region is witnessing a substantial increase in industrial development with the potential for additional multi-billion dollar energy export ports. This will bring new economic opportunities and potentially impacts to the local environment in and around Prince Rupert. Before new waterfront development begins, and potentially brings increases in vessel traffic, it is important to have a baseline of impartial data for the local marine environment. These data will be critical to monitoring long-term and cumulative impacts, if any, based on high quality publicly available data and scientific research.</p> <p>Construction for this installation would take 5-7 days to complete and will be scheduled, pending approval, for the summer, 2015.</p> |
| <p>Details of any preliminary investigative work and any other approvals obtained.</p> <p>Ocean Networks Canada (ONC) has sent Marine Operations staff to the site, and alternate sites nearby, to assess locations and to discuss the proposal with local contacts. We have the support of the Port of Prince Rupert and will work with NavCan (sub-leasee), local communities and First Nations groups.</p> |
| <p>Current zoning</p> <p>This area of Digby Island is zoned for industrial use.</p> |
| <p>For commercial activity – the location of competition, potential market statement</p> <p>Not applicable to this proposal.</p> |

| |
|--|
| II. Location |
| General description of: |
| <p>Access plans – how will you or your clients be accessing the parcel?</p> <p>Access will be granted through an agreement with the Prince Rupert Airport and NavCan.</p> |
| <p>traffic including volume of traffic and phase or season</p> <p>Not applicable. Once installed, this site will operate with only annual site maintenance requirements.</p> |
| <p>seasonal expectations of use; and,</p> <p>Not applicable. This site operates autonomously and will be outfitted in order to be operational year-round.</p> |
| <p>land use on parcel, adjacent parcels and surrounding area</p> <p>Part of this parcel is under sub-license from the Province to NavCan for the location of flight communication equipment for the Prince Rupert Airport 1500 meters to the North. Surrounding areas are Provincial Crown land.</p> |
| <p>Confirmation of Safety plan including first aid.</p> <p>During installation, University of Victoria Occupational Health and Safety procedures will be adhered to by all ONC staff.</p> |
| III. Infrastructure |
| <p>New facilities or infrastructure proposed and any ancillary uses.</p> <p>There will be a 10'x8' container (shore station) located on the site to house electronics and computer equipment. On the seafloor will sit a tri-pod platform (observatory) with various types of monitoring equipment. A cable will connect the shore station to the observatory. A HF Radar (CODAR) antenna will also be installed on the shoreline.</p> |
| <p>Existing and proposed roads and their use by season, and any proposed connections to public or FSR roads.</p> <p>Not applicable, no roads will be developed. The airport runway and established gravel road to the NavCan site will be used.</p> |
| <p>Utility (power, electrical, telecommunications) requirements and sources.</p> <p>An arrangement for access to power from the Prince Rupert Airport/NavCan has been discussed and is subject to agreement. Communications will be wireless to the local communications provider.</p> |
| <p>Water supply; (use and quantity if known) and,</p> <p>Not applicable.</p> |

Waste disposal (note if septic system required), sewage, sanitation facilities and refuse disposal.

Not applicable.

IV. First Nations

Describe any contact you may have had, including the name of the First Nation(s) and individuals contacted. Provide copies of or a description of any information you may have acquired from or provided to the First Nation(s) (potential benefits, partnership opportunities, special interests, concerns, etc.) and any information regarding archaeological resources and areas of cultural significance you are aware of in the vicinity of the proposed project.

Please see additional attachments describing the engagement that has been conducted, and is continuing, with local First Nations communities.

Section C – Additional Information:

V. Environmental

Describe any significant impacts and proposed mitigation with respect to:

a. Land Impacts

cutting of vegetation – The CODAR antenna will require a 10 meter radius cleared of vegetation to reduce signal interference.

soil disturbance – Onshore, a 10'x8' area will be prepared for the placement of the shore station, low scrub vegetation will be removed and leveling will occur. The container will be leveled on dunnage. The shore station will have a buried cable running towards the shoreline and a power cable buried from the Nav Canada communication equipment to the shore station.

riparian encroachment – Not applicable.

management of pesticides, herbicides – Not applicable.

visual impacts - A 10'x8' container (shore station) and 50 meters away the RADAR antenna at 8 meters tall.

known archaeological sites – Not applicable.

types of construction methods and materials used.

Shore station – 10'x8' conditioned shipping container with communication systems inside and a remote weather station mounted topside.

CODAR – High Frequency radar 25 MHz

Cables – 1" cables are engineered to provide power to the underwater observatory and allow sensor data to flow to onshore computer systems.

Observatory (offshore) – Aluminum frame mounted with various sensors and camera equipment.

b. Atmospheric Impacts

Sound – Not applicable.

Odor – Not applicable.

gas – Not applicable.

fuel emissions, etc. – Not applicable.

explain current conditions, source, type and range of emission. – Not applicable

c. Water or Land covered by water Impacts

drainage effect - Not applicable.

sedimentation - Not applicable.

water diversion - Not applicable.

water quality - Not applicable.

public access, etc – This installation will not alter public access.

flood potential - Not applicable.

d. Fish and Wildlife Habitat

Provide current status of fish or wildlife habitat, and

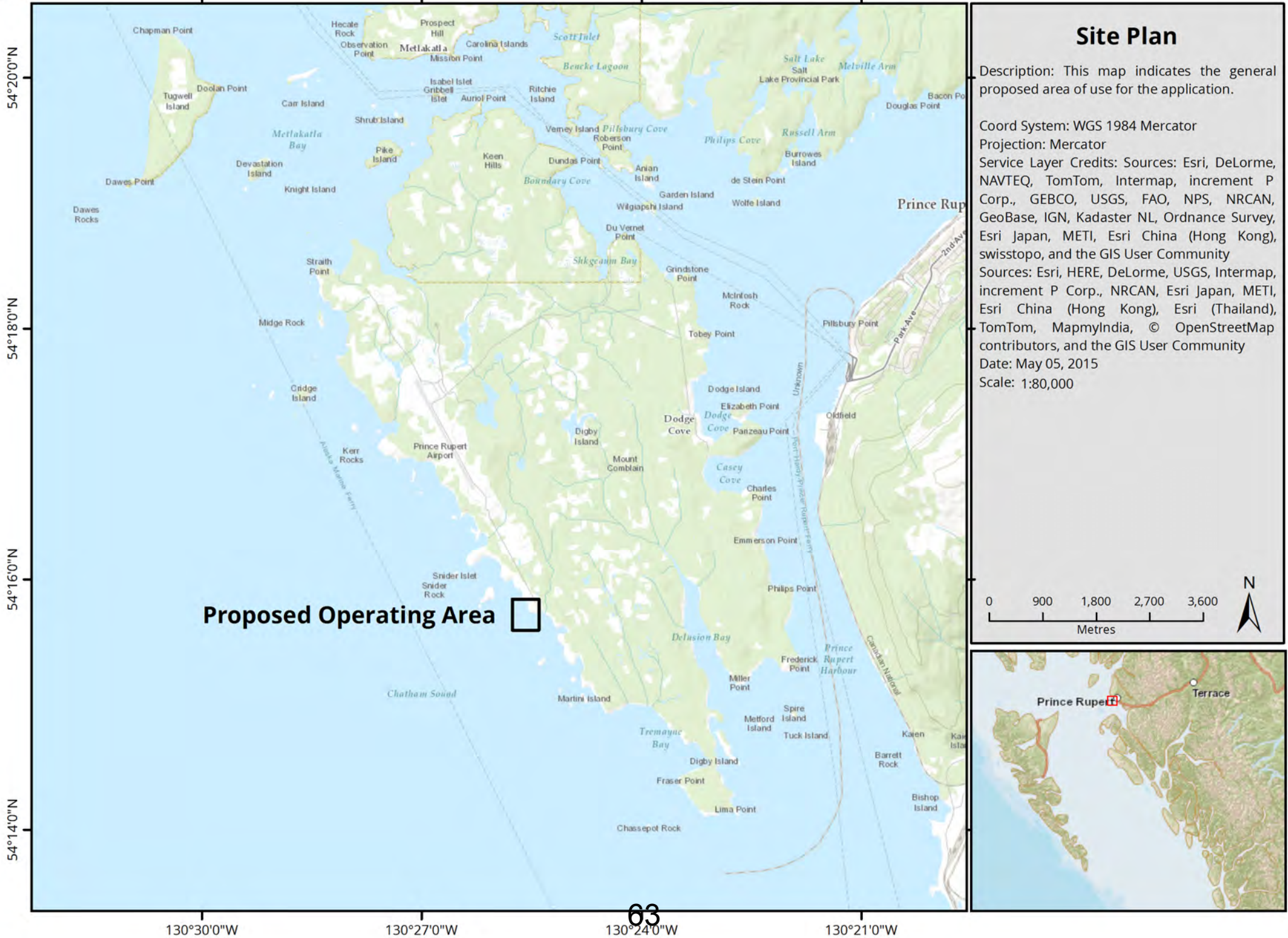
disturbance to wildlife habitat - Not applicable.

| |
|---|
| disturbance to fish habitat or marine environment – The observatory structure will increase fish habitat. |
| threatened or endangered species in the area - Not applicable. |
| seasonal considerations – An air conditioning/heating unit will be installed in the shore station to maintain operating conditions for the equipment. |
| VI. Socio- Community |
| a. Land Use |
| land management plans - This installation does not impact land management plans. |

| |
|--|
| public recreation areas - This installation does not impact public recreation areas. |
| b. Socio-Community Conditions |
| Provide a description of the demand on fire protection or emergency services, etc. |
| Not applicable/none. |

Additional information may be required depending on the consultations that will occur as a result of your application.

SMART OCEANS INSTALLATIONS: DIGBY ISLAND



SMART OCEANS INSTALLATIONS: DIGBY ISLAND



Site Plan

Description: This map indicates the location of the application in relation to surveyed parcels and geographic features.

Coord System: WGS 1984 Mercator

Projection: Mercator







Service Layer Credits: Sources: Esri, DeLorme, NAVTEQ, TomTom, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, and the GIS User Community

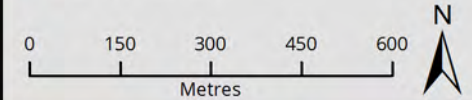
Source: Esri, DigitalGlobe, GeoEye, i-cubed, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

Overlay Data Sources: Integrated Cadastral Information Society (Land parcels), Prince Rupert Port Authority.

Date: May 08, 2015

Scale: 1:12,500

-  Proposed Shore Station Location
-  Proposed CODAR site
-  Proposed Community Observatory and Hydrophone
-  Cable
-  Cadastral Boundaries
-  CHS High Water Line





Scale: 1:250,000
 Purpose: INSTITUTIONAL
 Subpurpose: SCHOOL/OUTDOOR
 Type: LICENCE
 Subtype: LICENCE OF OCCUPATION

Application Area
 Indian Reserves
 Parks and Protected Areas



Referral Map

Date: 01 Oct 2015
 Tantalus Area: 0.579 ha

130°26'0"W

130°25'30"W

54°16'0"N

Airport Rd

Digby Island

20

40

54°15'40"N

54°15'40"N

130°26'0"W

130°25'30"W

66

File No:
6408854

Purpose:
Institutional
Sub-Purpose:
School/Outdoor
Education Facility
Type:
Licence
Sub-Type:
Licence Of
Occupation

Legend

 Applicant Area
 Road

Date:
20/10/2015

Scale:
1:5,500

Tantalis Area:
0.579 ha

