



**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT  
REGULAR BOARD MEETING AGENDA**  
Regional District office, 100 1<sup>st</sup> Avenue East, Prince Rupert  
Friday, March 15, 2013  
7:00 p.m.

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**1. CALL TO ORDER**

**2. CONSIDERATION OF AGENDA (additions/deletions)**

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

3.1	Minutes of the Regular Meeting of the Skeena-Queen Charlotte Regional District (SQCRD) Board held February 15, 2013	Pg 1-10
3.2	Minutes of the Special Meeting of the SQCRD Board held March 2, 2013	Pg 11-17

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

4.1	Electoral Area Advisory Committee meeting minutes of February 7, 2013	Pg 18-19
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**5. DELEGATIONS**

5.1	Doug Anastos, Real Estate and Government Affairs Manager, TELUS Wireless Network – Cellular Expansion along Highway 16	-----
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**6. FINANCE**

6.1	J. Musgrave, Administrative Assistant - Cheques payable over \$5,000 for February, 2013	Pg 20
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**7. CORRESPONDENCE**

7.1	Union of BC Municipalities (UBCM) – Grant for Horizontal Baler Denied	Pg 21
7.2	UBCM – Provincial Response to 2012 Resolution	Pg 22-23
7.3	Nathan Cullen, Member of Parliament, Skeena-Bulkley Valley – New Long-term Infrastructure Planning	Pg 24-25
7.4	Premier Christy Clark – Cellular Coverage in Sandspit	Pg 26
7.5	Aboriginal Affairs & Northern Development Canada – Notification of Proposed Addition to Masset Indian Reserve No. 1	Pg 27-30

**8. REPORTS / RESOLUTIONS**

8.1	Haida Gwaii Regional Recreation Coordinator – Programming Report for the month of February 2013	Pg 31-35
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**9. BYLAWS**

9.1	Bylaw 549 - Being a bylaw to establish development approval procedures and fees <b>Pending adoption</b> ( <i>Voting restricted to Electoral Area Directors</i> )	Pg 36-62
9.2	Bylaw 552 – Being a Bylaw to amend the Skeena-Queen Charlotte Regional District (SQCRD) Service Bylaw No. 459 <b>Pending Adoption</b>	Pg 63-64
9.3	Bylaw 553 – Being a Bylaw to establish the SQCR District Emergency Program (Electoral Area E) Service <b>Pending Adoption</b>	Pg 65-66
9.4	Bylaw 554 – Being a Bylaw to adopt the Five-Year Financial Plan for the SQCRD for the years 2013 – 2017 <b>Pending first, second, third reading and adoption</b>	Pg 67-102

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

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**11. NEW BUSINESS**

11.1	Director Nobels – Recent Oil Spill - Prince Rupert Port Authority	Verbal
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**12. OLD BUSINESS**

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**13. PUBLIC INPUT****14. IN-CAMERA**

That the public be excluded from the meeting according to section 90(1)(a) of the <i>Community Charter</i> - “personal information about an identifiable individual....”	
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**15. ADJOURNMENT**

**NEXT MEETING:**

**SQCRD Board Meeting in Oona River  
Friday, April 15<sup>th</sup>, 2013 at 7:00 p.m.**



## SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

### MINUTES

of the Regular Meeting of the Board of Directors of the Skeena-Queen Charlotte Regional District (SQCRD) held at the Regional District office in Prince Rupert on Friday, February 15, 2013.

### PRESENT

Chair	B. Pages, Village of Masset	<b><u>PRIOR TO ADOPTION</u></b>
Vice Chair	D. Nobels, Electoral Area A - teleconference	
Directors	G. Garon, Alternate, City of Prince Rupert N. Kinney, City of Prince Rupert D. Franzen, District of Port Edward I. Gould, Village of Port Clements L. Johnson, Alternate, Village of Queen Charlotte P. Christensen, Alternate, Electoral Area C - teleconference M. Racz, Electoral Area D - teleconference E. Putterill, Electoral Area E	
Regrets:	A. Ashley, City of Prince Rupert C. Kulesha, Village of Queen Charlotte K. Bergman, Electoral Area C	
Staff:	J. Merrick, Chief Administrative Officer J. Robb, Treasurer J. Fraser, Deputy Corporate Officer	
Public:	0	
Media:	0	

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

### 2. AGENDA

2.1 MOVED by Director Kinney, SECONDED by Director Franzen, that the agenda be adopted as amended, with the addition of the following:

- 4.3 Moresby Island Management Committee – January 10, 2013 Meeting Minutes;
- 7.7 North Central Local Government Association – Executive Committee Nominations;
- 8.4 Director Racz – Northern Development Initiative Trust (verbal report);
- 11.2 Director Franzen - Northwest Fish & Wildlife Conservation Association – Restriction of Trout and Char Retention in the Skeena Region;
- 12.1 Director Putterill – Sandspit Water Treatment; and
- 12.2 Director Gould – Marine Planning Forum (Haida Gwaii) appointment.

**102-2013**

**CARRIED**

### 3. MINUTES & BUSINESS ARISING FROM MINUTES

#### 3.1 SQCRD Regular Board Meeting – January 18, 2013 Minutes

MOVED by Director Franzen, SECONDED Alternate Director Garon, that Resolution No. 030-2013 from the January 18, 2013 SQCRD Board meeting be amended by deleting the second paragraph “and that the Board not support the application as it is in an area used for recreational purposes and in the vicinity of a barge site”;

AND THAT the minutes of the January 18, 2013 SQCRD Regular Board meeting be adopted as amended.

**103-2013**

**CARRIED**

#### 3.2 Rise and Report – January 18, 2013

MOVED by Director Putterill, SECONDED by Director Gould, that the staff report entitled “Signing Authorities 2013” be received;

THAT the following Board Directors and staff be assigned signing authority for the Skeena-Queen Charlotte Regional District:

- 1) Chair – Barry Pages
- 2) Vice Chair – Des Nobels
- 3) Director Anna Ashley
- 4) Director Nelson Kinney
- 5) Staff – Joan Merrick, Chief Administrative Officer
- 6) Staff – Jennifer Robb, Treasurer
- 7) Staff – Joanne Fraser, Deputy Corporate Officer.

**104-2013**

**CARRIED**

MOVED by Director Ashley, SECONDED by Director Gould, that the following appointments be made for 2013:

- |  |  |
|--|--|
| 1. Haida Gwaii Museum  | Director Michael Racz                            |
| 2. North Coast Local Govt Association                        | Mayor Dave MacDonald                             |
| 3. Yellowhead Highway Association                            | Director Nelson Kinney<br>Alternate: Anna Ashley |
| 4. Vancouver Island Regional Library                         | Director Evan Putterill                          |
| 5. Port Edward Historical Society<br>(North Pacific Cannery) | Mr. Marty Bowles                                 |
| 6. Prince Rupert Regional Archives                           | Director Nelson Kinney<br>Alternate: Anna Ashley |
| 7. Haida Gwaii Regional<br>Recreation Commission             | Director Ian Gould                               |
| 8. Mainland Waste Management                                 | Mrs. Jean Martin                                 |

9. Ground Fish Association	Director Des Nobels
10. Coastal Community Network	Director Des Nobels Alternate: Dan Franzen
11. Marine Planning (Mainland) with Min. Forests, Lands & Natural Resources	Director Karl Bergan
12. Marine Planning (Haida Gwaii) with Min. Forests, Lands & Natural Resources	Director Gould
13. Municipal Insurance Association	Director Karl Bergman
14. Municipal Finance Authority	Director Barry Pages Alternate Dan Franzen
15. BC Ferries Advisory Committee	Director Evan Putterill Alternate Michael Racz
16. C2C Rural Policing Working Group	Director Des Nobels
17. Fisheries & Oceans Hecate Strait/Queen Charlotte Sound Glass Sponge Reefs	Director Des Nobels
18. Bowie Seamount Advisory Board	Director Michael Racz
19. Haida Gwaii Tripartite	Director Evan Putterill Alternate Carol Kulesha
20. Northern Development Initiatives Trust	Director Michael Racz

**105-2013****CARRIED**

AND THAT staff apply to the Ministry of Forests, Lands and Natural Resources for funding to cover costs for the appointed Directors to attend the marine planning meetings.

**106-2013****CARRIED**

### 3.3 SQCRD Special (Budget) Board Meeting – January 19, 2013 Minutes

MOVED by Director Kinney, SECONDED by Alternate Director Johnson, that the minutes of the January 19, 2013 SQCRD Special (Budget) Board meeting be adopted as presented.

**107-2013****CARRIED**

**4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING****4.1 Electoral Area Advisory Committee Meeting – July 12, 2012 Minutes**

MOVED by Director Franzen, SECONDED by Director Nobels, that the minutes of the July 12, 2012 Electoral Area Advisory Committee Meeting be adopted as presented.

**108-2013****CARRIED****4.2 Electoral Area Advisory Committee Meeting – January 10, 2013 Minutes**

MOVED by Director Nobels, SECONDED by Director Racz, that the minutes of the January 10, 2013 Electoral Area Advisory Committee Meeting be adopted as presented.

**109-2013****CARRIED****4.3 Moresby Island Management Committee Meeting – January 10, 2013 Minutes**

MOVED by Director Franzen, SECONDED by Alternate Director Johnson, that the minutes of the January 10, 2013 Moresby Island Management Committee Meeting be adopted as presented.

**110-2013****CARRIED**

*Director Putterill joined the meeting at 7:15 p.m.*

**5. DELEGATION****5.1 Tessa Gill, Head of Stakeholder Management, Pacific Northwest LNG – Overview of the Proposed Pacific Northwest LNG project on Lelu Island**

Tessa Gill, Head of Stakeholder Management, for Pacific Northwest LNG, presented the Board with an overview of their proposed liquid natural gas export facility on Lelu Island. This facility would liquidify and export natural gas from northeast BC. The natural gas would be supplied by Progress Energy Canada Ltd. Both companies are owned by Petronas.

The construction of the facility would create up to 3,500 direct and indirect jobs at its peak and the operation of the facility would create 200 to 300 jobs.

The pipeline from northeastern BC to Lelu Island would be built and operated by TransCanada Pipelines. Pipeline construction is expected to take approximately 3 years and employ up to 2,500 people.

The projected timeline is as follows:

- Late 2013 Submit Environmental Assessment
- 2013 – 2014 Government Regulatory Review Process
- Late 2014 Initial Construction Permits
- Late 2014 Final Investment Decision
- 2015 – 2018 Construction
- Late 2018 LNG Delivery Begins.

The following summarizes answers provided regarding questions made by the Board :

- There would be approximately 220 vessels per year passing through the area.
- With respect to the sources of power for the facility, Miss Gill stated the company is still investigating sources. They have been talking options with BC Hydro.
- Miss Tess assured the Board that the proposal has an end-of-life component as it is part of the regulatory process.
- As for the life span of the facility, Miss Tess explained it is typically 20 to 25 years, however, major overhauls can be done for additional decades of use. Given the substantial investment in a project of this size, it is likely that the life of the facility would be maximized to last several decades.

The Chair thanked Tessa Gill for her presentation.

## **6. FINANCE**

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

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

**111-2013**

**CARRIED**

## **7. CORRESPONDENCE**

- 7.1 Prince Rupert Gas Transmission – TransCanada's proposed gas pipeline project to Port Edward

MOVED by Director Franzen, SECONDED by Director Putterill, that the correspondence from the Prince Rupert Gas Transmission regarding TransCanada's proposed gas pipeline project to Port Edward be received and filed.

**112-2013**

**CARRIED**

- 7.2 Coastal Regional Chairs Group – BC Ferries fares and costs

MOVED by Director Franzen, SECONDED by Alternate Director Garon, that the correspondence from the Coastal Regional Chairs Group regarding BC Ferries fares and costs be received and filed.

**113-2013**

**CARRIED**

- 7.3 Alberni-Clayoquot Regional District – BC Ferries' issues

MOVED by Director Kinney, SECONDED by Director Franzen, that the correspondence from the Alberni-Clayoquot Regional District regarding BC Ferries' issues be received.

**114-2013**

**CARRIED**



**7.4 Alberni-Clayoquot Regional District – Coastal Communities Network Conference Call**

MOVED by Director Nobels, SECONDED by Director Franzen, that the correspondence from the Alberni-Clayoquot Regional District regarding Coastal Communities Network Conference Call be received and filed.

**115-2013****CARRIED****7.5 City of Prince Rupert – Selling of Ridley Terminals**

MOVED by Director Nobels, SECONDED by Director Racz, that the correspondence from the City of Prince Rupert regarding the selling of Ridley Terminals be received;

AND THAT a letter be sent to Prime Minister Stephen Harper, supporting the City of Prince Rupert's opposition to the sale of Ridley Terminals, along with their rationale, and that it should remain a public utility.

**116-2013****CARRIED****7.6 Ministry of Forests, Lands and Natural Resource Operations – Retention of freshwater fish species in Skeena and cutthroat trout on Haida Gwaii**

MOVED by Director Kinney, SECONDED by Director Franzen, that the correspondence from the Ministry of Forests, Lands and Natural Resource Operations regarding Retention of freshwater fish species in Skeena and cutthroat trout on Haida Gwaii be received.

**117-2013****CARRIED****7.7 North Central Local Government Association – Executive Committee Nominations**

MOVED by Alternate Director Garon, SECONDED by Director Franzen, that the correspondence from the North Central Local Government Association regarding Executive Committee Nominations be received and filed.

**118-2013****CARRIED****8. REPORTS – RESOLUTIONS****8.1 J. Merrick, Chief Administrative Officer – Industrial Property Assessments**

MOVED by Director Franzen, SECONDED by Alternate Director Garon, that the staff report entitled "Industrial Property Assessments" be received for information.

**119-2013****CARRIED**

8.2 J. Fraser, Deputy Corporate Officer – April Priority Setting Workshop in Oona River

MOVED by Director Putterill, SECONDED by Director Kinney, that the staff report entitled “April Board Meeting and Priority Setting Workshop” be received;

AND THAT arrangements be made for the Board to travel to Oona River in the late afternoon on Friday, April 19<sup>th</sup> and return to Prince Rupert the morning of Sunday, April 21<sup>st</sup>.

**120-2013**

**CARRIED**

8.3 Haida Gwaii Regional Recreation Commission – January Month-end Report

MOVED by Director Putterill, SECONDED by Director Kinney, that the Haida Gwaii Regional Recreation Coordinator's report regarding activity during the month of January be received.

**121-2013**

**CARRIED**

8.4 Northern Development Initiative Trust

*With respect to the issue of pooling allocations, Director Michael Racz reported that after recommendations made from members of the Northwest Regional Advisory Committee, a resolution was passed at the February 13, 2013 Northern Development Initiative Trust (NDIT) Board meeting that NDIT combine the nominal allocations of the regional development account, with the exception of the Skeena-Queen Charlotte Regional District and the District of Port Edward allocations, for a five year period from January 1, 2013 to December 31, 2017.*

MOVED by Alternate Director Garon, SECONDED by Director Kinney, that the verbal report from Director Racz regarding the Northern Development Initiative Trust Regional Advisory Committee be received.

**122-2013**

**CARRIED**

**9. BYLAWS**

9.1 Bylaw 469.1 – Being a Bylaw to amend the Sandspit Water Service Establishment Bylaw No. 469

MOVED by Director Putterill, SECONDED by Alternate Director Johnson, that the “Sandspit Water Service Establishment Amendment Bylaw No. 469.1” be adopted.

**123-2013**

**CARRIED**

**10. LAND REFERRALS/PLANNING**

None.

**11. NEW BUSINESS****11.1 Director Putterill – Resolution submissions to North Central Local Government Association**

MOVED by Director Kinney, SECONDED by Alternate Director Garon, that the following resolution be submitted to the North Central Local Government Association for consideration at the 2013 UBCM Convention:

WHEREAS the system of mass emergency and hazard notification in the Province of BC is slow and ineffective, as demonstrated by Emergency Management BC's slow notification response times for two recent Tsunami warnings;

AND WHEREAS fast and wide-reaching emergency and hazard notification systems are proven to save lives, while slow and ineffective ones inevitably cost lives;

AND WHEREAS some communities have access to effective hazard and emergency mass notification systems, while others don't;

AND WHEREAS the technology and financial capacity needed to establish a world class system of emergency and hazard mass notification province-wide are available;

THEREFORE, BE IT RESOLVED THAT the North Central Local Government Association, Union of BC Municipalities and Federation of Canadian Municipalities urge the Provincial and Federal Governments to establish a world class emergency and hazard mass notification system, including the following:

1. The establishment of a province-wide, all-hazard radio system by expanding Weatheradio Canada coverage, with Specific Area Message Encoding (SAME) protocols, to 100% of the populated areas in British Columbia by the end of 2014; and
2. The establishment of a federal/provincial/local government cost-shared funding program with the purpose of ensuring that all of the communities in BC are able to establish mass notification systems that meet local needs.

**124-2013****CARRIED**

MOVED by Alternate Director Garon, SECONDED by Director Kinney, that the Deputy Assessor and Appraiser from BC Assessment be invited to attend a future Board meeting to review the assessment process.

**125-2012****CARRIED**

- 11.2 Director Franzen – Northwest Fish & Wildlife Conservation Association – Requesting letter against restricting public angling opportunities.

MOVED by Director Franzen, SECONDED by Alternate Director Garon, that a letter be sent to the Minister of Forests, Lands and Natural Resource Operations, Steve Thomson, opposing their proposal to remove trout and char retention on all streams in the Skeena region.

**126-2013**

**CARRIED**

**12. OLD BUSINESS**

- 12.1 Director Putterill – Sandspit Water Treatment Plant

MOVED by Director Putterill, SECONDED by Alternate Director Garon, that a letter be sent to the Ministry of Community, Sport and Cultural Development requesting assistance in expediting the Infrastructure Planning grant application made by Electoral Area E for the issue of Sandspit water treatment;

AND THAT staff provide a report to a future Board meeting on possible funding options for the treatment of Sandspit water.

**127-2013**

**CARRIED**

- 12.2 Director Gould – Marine Advisory Group

MOVED by Director Gould, SECONDED by Director Nobels, that Director Putterill replace Director Gould on the Board of the Marine Planning Partnership for North Pacific Coast for Haida Gwaii;

AND THAT Director Gould be appointed as the alternate for this position.

**128-2013**

**CARRIED**

**13. PUBLIC QUESTION PERIOD**

There were no questions from the public.

**14. IN CAMERA**

None.

**15. ADJOURNMENT**

MOVED by Director Kinney, SECONDED by Alternate Director Garon, that the Regular Board meeting of the Skeena-Queen Charlotte Regional District be adjourned at 8:24 p.m.

**129-2013****CARRIED**

Approved and adopted:

Certified correct:

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Barry Pages  
Chair

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Joan Merrick  
Chief Administrative Officer



## SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

**MINUTES** of the Special (Budget) Meeting of the Board of Directors of the Skeena-Queen Charlotte Regional District (SQCRD) held at the Regional District Office, Prince Rupert, BC on Saturday, March 2, 2013

### PRESENT

Chair	B. Pages, Village of Masset - via teleconference
Vice-Chair	D. Nobels, Electoral Area A - teleconference
Directors	N. Kinney, City of Prince Rupert A. Ashley, City of Prince Rupert I. Gould, Village of Port Clements - teleconference C. Kulesha, Village of Queen Charlotte - teleconference C. Mackenzie, Alternate, District of Port Edward M. Racz, Electoral Area D - teleconference E. Putterill, Electoral Area E - teleconference
Regrets:	D. Franzen, District of Port Edward K. Bergman, Electoral Area C
Staff:	Joan Merrick, Chief Administrative Officer - teleconference J. Robb, Treasurer
Public:	0
Media:	0

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**1. CALL TO ORDER** 10:07 a.m.

### **2. AGENDA**

2.1 MOVED by Director Kinney, SECONDED by Director Ashley, that the agenda be adopted as presented.

**130-2013**

**CARRIED**

### **3. MINUTES & BUSINESS ARISING**

3.1 February 9, 2013 Special (Budget) Board Meeting

MOVED by Director Ashley, SECONDED by Director Nobels, that the February 9, 2013 Special (Budget) Board meeting minutes be adopted as presented.

**131-2013**

**CARRIED**

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

None.

**5. DELEGATIONS**

None.

**6. FINANCE**

Round 3 of the draft 2013 – 2017 SQCRD Financial Plan was distributed to the Boar via email and was made available to the public on the SQCRD website on Friday, February 22, 2013.

**7. CORRESPONDENCE**

**7.1 Union of BC Municipalities – 2013 UBCM Membership**

MOVED by Director Ashley, SECONDED by Alternate Director Mackenzie, that the correspondence from the Union of BC Municipalities (UBCM) regarding membership for 2013 be received;

AND THAT the Regional District's membership to UBCM be renewed for 2013.

**132-2013**

**CARRIED**

**8. REPORTS – RESOLUTIONS**

**8.1 J. Robb, Treasurer – Draft 2012 Regional Hospital District Financial Statements**

MOVED by Director Ashley, SECONDED by Director Kulesha, that the staff report entitled "Draft 2012 Regional Hospital District Financial Statements" be received.

**133-2013**

**CARRIED**

**8.2 J. Robb, Treasurer – 2013 Round 3 Budget Summary**

MOVED by Director Nobels, SECONDED by Director Ashley, that the staff report entitled "2013 Round 3 Budget Summary" be received.

**134-2013**

**CARRIED**

**8.3 J. Fraser, Deputy Corporate Officer – Electronic Agenda**

MOVED by Director Ashley, SECONDED by Director Nobels, that the staff report entitled "Electronic Agenda" be received.

**135-2013**

**CARRIED**

**8.4 T. Des Champ, Superintendent of Regional Recycling – Mainland Recycling Staffing Levels**

MOVED by Director Ashley, SECONDED by Director Kinney, that the staff report entitled "Mainland Recycling Staffing Levels" be received.

**136-2013**

**CARRIED**

8.5 J. Robb, Treasurer – Mainland Recreation

MOVED by Alternate Director Mackenzie, SECONDED by Director Ashley, that the staff report entitled “Mainland Recycling Staffing Levels” be received.

**137-2013**

**CARRIED**

**9. FINANCIAL PLANS’ REVIEW – 2013 Round 3**

9.1 Administration Function [110]

MOVED by Director Ashley, SECONDED by Director Nobels, that the financial plan for Administration, Function 110, be approved as presented.

**138-2013**

**CARRIED**

9.2 Electoral Area Administration Function [120]

MOVED by Director Ashley, SECONDED by Director Racz, that the financial plan for Electoral Area Administration, Function 120, be approved as presented.

**139-2013**

**CARRIED**

9.3 Elections Function [130]

MOVED by Director Ashley, SECONDED by Alternate Director Mackenzie, that the financial plan for Elections, Function 130, be approved as presented.

**140-2013**

**CARRIED**

9.4 Grant-in-Aid – All Function [170]

MOVED by Director Nobels, SECONDED by Director Ashley, that the financial plan for Grant-in-aid – All, Function 170, be approved as presented.

**141-2013**

**CARRIED**

9.5 Grant-in-Aid – Area A Function [171]

MOVED by Director Ashley, SECONDED by Director Kinney, that the financial plan for Grant-in-aid – Area A, Function 171, be approved as presented.

**142-2013**

**CARRIED**

*Director Putterill joined the meeting at 10:20 a.m.*

9.6 Grant-in-Aid – Area C Function [172]

MOVED by Director Ashley, SECONDED by Director Nobels, that the financial plan for Grant-in-aid – Area C, Function 172, be approved as presented.

**143-2013**

**CARRIED**



9.7 Grant-in-Aid – Area D Function [173]

MOVED by Director Ashley, SECONDED by Director Racz, that the financial plan for Grant-in-aid – Area D, Function 173, be approved as presented.

**144-2013**

**CARRIED**

9.8 Grant-in-Aid – Area E Function [174]

MOVED by Director Nobels, SECONDED by Director Kinney, that the financial plan for Grant-in-aid – Area E, Function 174, be approved as presented.

**145-2013**

**CARRIED**

9.9 Member Municipality Debt Function [190]

MOVED by Director Ashley, SECONDED by Director Kulesha, that the financial plan for Member Municipality Debt, Function [190], be approved as presented.

**146-2013**

**CARRIED**

*Director Putterill declared a conflict of interest and left the meeting at 10:25 a.m.*

9.10 Sandspit Fire Function [210]

MOVED by Director Ashley, SECONDED by Director Kinney, that the financial plan for Sandspit Fire, Function 210, be approved as presented.

**147-2013**

**CARRIED**

*Director Putterill rejoined the meeting at 10:27 a.m.*

9.11 Emergency Programs – Areas A & C Function [220]

MOVED by Director Ashley, SECONDED by Director Nobels, that the financial plan for Emergency Programs – Areas A and C, Function 220, be approved as presented.

**148-2013**

**CARRIED**

9.12 Emergency Programs – Areas D & E Function [225]

MOVED by Director Ashley, SECONDED by Director Racz, that the financial plan for Emergency Programs – Areas D and E, Function 225, be approved as presented.

**149-2013**

**CARRIED**

9.13 Emergency Program Area D Function [227]

MOVED by Director Ashley, SECONDED by Director Racz, that the financial plan for Emergency Program Area D, Function 227, be approved as presented.

**150-2013**

**CARRIED**

9.14 Emergency Program Area E Function [229]

MOVED by Director Putterill, SECONDED by Director Ashley, that the financial plan for Emergency Program Area E, Function 229, be approved as presented.

**151-2013**

**CARRIED**

9.15 Island Solid Waste Functions [310-319]

MOVED by Director Ashley, SECONDED by Director Racz, that the financial plan for Island Solid Waste, Functions 310 - 319, be approved as presented.

**152-2013**

**CARRIED**

9.16 Regional Solid Waste Function [330]

MOVED by Director Ashley, SECONDED by Director Putterill, that the financial plan for Regional Solid Waste, Function 330, be approved as presented.

**153-2013**

**CARRIED**

9.17 Regional (Mainland) Recycling Function [340]

MOVED by Director Nobels, SECONDED by Director Kinney, that Staff Salaries & Wages, Line Item 01-3-340-7300 be increased by \$6,000;

AND THAT the financial plan for Regional (Mainland) Recycling, Function 340, be approved as amended.

**154-2013**

**CARRIED**

9.18 Rural Land-use Planning Function [510]

MOVED by Director Ashley, SECONDED by Alternate Director Mackenzie, that the financial plan for Rural Land-use Planning, Function 510, be approved as presented.

**155-2013**

**CARRIED**

9.19 Economic Development Function [570]

MOVED by Director Nobels, SECONDED by Director Putterill, that the financial plan for Economic Development, Function 570, be approved as presented.

**156-2013**

**CARRIED**

9.20 Prince Rupert & Regional Archives Function [710]

MOVED by Director Nobels, SECONDED by Director Ashley, that the financial plan for Prince Rupert & Regional Archives, Function 710, be approved as presented.

**157-2013**

**CARRIED**

9.21 North Pacific Cannery Function [715]

MOVED by Director Ashley, SECONDED by Director Putterill, that the financial plan for North Pacific Cannery, Function 715, be approved as presented.

**158-2013**

**CARRIED**

9.22 Haida Gwaii Museum Function [720]

MOVED by Director Ashley, SECONDED by Director Kinney, that the financial plan for Haida Gwaii Museum, Function 720, be approved as presented.

**159-2013**

**CARRIED**

9.23 Vancouver Island Regional Library Function [725]

MOVED by Director Ashley, SECONDED by Director Kulesha, that the financial plan for Vancouver Island Regional Library, Function 725, be approved as presented.

**160-2013**

**CARRIED**

9.24 Haida Gwaii Recreation Function [730]

MOVED by Director Putterill, SECONDED by Director Kulesha, that the financial plan for Haida Gwaii Recreation, Function 730, be approved as presented.

**161-2013**

**CARRIED**

9.25 Mainland Recreation Function [750]

MOVED by Director Nobels, SECONDED by Director Ashley, that the following 2013 grants be recovered through the following services:

Mainland Recreation Area A:

- 2,000 Dodge Cove Community Association
- 3,495 Prince Rupert Library
- 5,495

Mainland Recreation Area C:

- 2,235 Oona River Hall Insurance
- 2,500 Oona River Community Association
- 1,505 Prince Rupert Public Library
- 6,240

Grant-in-aid – Area A

- 660 Dodge Cove Garbage

Grant-in-aid – Area E

- 2,200 Sandspit Hall Insurance

AND THAT the financial plan for Mainland Recreation, Function 750, be approved as amended.

**162-2013**

**CARRIED**

9.26 Feasibility Studies Function [901]

MOVED by Director Putterill, SECONDED by Director Ashley, that the financial plan for Feasibility Studies, Function 901, be approved as presented.

**163-2013**

**CARRIED**

9.27 Oona River Phone Function [950]

MOVED by Director Ashley, SECONDED by Director Kinney, that the financial plan for Oona River Phone, Function 950, be approved as presented.

**164-2013**

**CARRIED**

9.28 Sandspit Water Function [810]

MOVED by Director Putterill, SECONDED by Director Ashley, that the financial plan for Sandspit Water, Function 810, be approved as presented.

**165-2013**

**CARRIED**

**10. PUBLIC QUESTION PERIOD**

None.

**11. ADJOURNMENT**

MOVED by Director Putterill, SECONDED by Director Ashley, that the SQCRD Special Board meeting be adjourned at 10:35 a.m.

**166-2013**

**CARRIED**

Approved & Adopted:

Certified correct:

---

B. Pages

Chair

---

J. Merrick

Chief Administrative Officer



## SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

**MINUTES** of the Electoral Area Advisory Committee meeting held at the Regional District office in Prince Rupert on February 7, 2013.

### **PRESENT**

Chair: D. Nobels, Electoral Area "A"

Directors: M. Racz, Electoral Area "D" (*via telephone*)  
E. Putterill, Electoral Area "E" (*via telephone*)

Regrets: K. Bergman, Electoral Area "C"

Staff: Joan Merrick, Chief Administrative Officer

Public: None

**1. CALL TO ORDER** 12:10 p.m.

**2. CONSIDERATION OF AGENDA** (additions/deletions)

2.1 MOVED by Director Racz, SECONDED by Director Putterill that the agenda be adopted as presented.

**005-2013**

**CARRIED**

**3. MINUTES**

3.1 January 10, 2013 Electoral Area Advisory Committee Meeting

MOVED by Director Putterill, SECONDED by Director Racz that the minutes of the January 10, 2013 Electoral Area Advisory Committee be adopted as presented.

**006-2013**

**CARRIED**

**4. CORRESPONDENCE**

4.1 MOVED by Director Racz, SECONDED by Director Putterill, that the correspondence from Maurie Hurst of Emergency Management BC regarding Emergency Program and Radios be received.

**007-2013**

**CARRIED**

- 4.2 MOVED by Director Putterill, SECONDED by Director Racz, that the correspondence from the Ministry of Forests, Lands and Natural Resource Operations regarding an overview of the marine planning forum be received;

AND THAT the correspondence be referred to the next Board meeting for discussion.

**008-2013**

**CARRIED**

**5. OLD BUSINESS**

- 5.1 MOVED by Director Racz, SECONDED by Director Putterill, that the staff report entitled "Moresby Island Management Committee" be received";

AND THAT the report be referred to the Regional District Board for discussion;

AND FURTHER THAT a meeting be scheduled for the Electoral Area Advisory Committee before March 15<sup>th</sup>, 2013 to deal with funding of the Moresby Island Management Committee.

**009-2013**

**CARRIED**

**6. ADJOURNMENT**

MOVED by Director Racz, SECONDED by Director Putterill, that the meeting be adjourned at 12:45 p.m.

**010-2013**

**CARRIED**

Approved & Adopted:

Certified correct:

---

Des Nobels, Chair

---

Joan Merrick, CAO

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

<b>Payable To</b>	<b>Date</b>	<b>Amount</b>	<b>Purpose</b>
Big Red Enterprises Ltd.	14-Feb	\$16,627.74	JAN/13 Garbage Collection Contract
Port Edwrad Historical Society (NP Cannery)	14-Feb	\$20,000.00	2013 Grant - 1st Installment
Ticker's Hauling & Storage	28-Feb	\$8,271.85	Hauling Recyclables, Skidegate Trans. Station - 3 invoices
Receiver General	19-Feb	\$9,909.39	Payroll Remittance (PP3-2013)
Receiver General	21-Feb	\$12,027.85	Payroll Remittance (PP4-2013)

<b>TOTAL CHEQUES OVER \$5,000:</b>	<b>\$66,836.83</b>
------------------------------------	--------------------

**Gas Tax Program Services***...delivering the federal gas tax agreement funding in British Columbia***RECEIVED**

January 26, 2013

**JAN 31 2013****SKEENA-QUEEN CHARLOTTE  
REGIONAL DISTRICT**UNION OF  
BRITISH  
COLUMBIA  
MUNICIPALITIESAdministration provided  
By UBCMFunding provided by:  
Government of Canada**Canada**In partnership with:  
The Province of BC

Gas Tax Program Services

Local Government House  
525 Government St  
Victoria BC V8V 0A8Phone: 250 356-5134  
Fax: 250 356-5119

Website:

[www.ubcm.ca](http://www.ubcm.ca)  
under  
Funding ProgramsGas Tax Fund, Gas Tax  
Agreement

Joan Merrick  
Chief Administrative Officer  
Skeena-Queen Charlotte Regional District  
100-1st Avenue East  
Prince Rupert, BC V8J 1A6

Dear Ms. Merrick:

**Re: GAS TAX GENERAL STRATEGIC PRIORITIES FUND AND  
INNOVATIONS FUND APPLICATIONS**

Thank you for submitting your 2012 General Strategic Priorities Fund (GSPF)/ Innovations Fund (IF) application for funding under the Gas Tax Program. We have now completed approvals and unfortunately your application for the Horizontal Baler for the Regional Recycling Depot project, was not approved for funding.

In total, 53 projects have been approved totaling over \$53 million in GSPF and IF funding for capital and capacity building projects. These approvals, along with the approvals made under the 2011 intake, fully commit the GSPF and IF allocation for the 2010-2014 Gas Tax extension funding. Consequently, there is no further funding available under these programs.

The 2012 intake was oversubscribed by a considerable margin, with over 200 applications received totaling over \$440 million in grant funding requested, outweighing available funds by almost 8:1. This did not allow for all worthy applications to be funded.

A list of successful projects will be available on our website at (<http://www.ubcm.ca/EN/main/funding/gas-tax-fund.html>) after all of the media events and announcements have been made.

We wish to thank you for taking the time to develop and forward your application.

Sincerely,

Gary MacIsaac, Chair  
Management Committee





ITEM 7.2  
Union of British Columbia Municipalities  
Suite 60 10551 Shellbridge Way  
Richmond, BC, Canada V6X 2W9

Phone: 604.270.8226  
Email: [ubcm@ubcm.ca](mailto:ubcm@ubcm.ca)

RECEIVED

FEB 27 2013

SKEENA-QUEEN CHARLOTTE  
REGIONAL DISTRICT

February 15, 2013

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

Dear Chair Pages:

**Re: 2012 Resolutions**

Please find attached the provincial response to the 2012 resolution(s) put forward by your Board and endorsed by the UBCM membership at Convention.

I trust this information will be of assistance to you. Please feel free to contact Reiko Tagami, UBCM Information & Resolutions Coordinator with any questions.

Tel: 604.270.8226 ext. 115 Email: [rtagami@ubcm.ca](mailto:rtagami@ubcm.ca)

Sincerely,

A handwritten signature in black ink that reads "Mayor Mary Sjostrom". The signature is written in a cursive, flowing style.

Mayor Mary Sjostrom  
President

*Enclosure*

WHEREAS UBCM has resolved to lobby the provincial government to:

- a. recognize our coastal ferry services as essential extensions of our provincial public highway system and provide the independent BC Ferry Commission with a mandate to provide comprehensive recommendations aimed at creating equity between our terrestrial and marine highways; and
- b. ensure that BC Ferry fares are reduced and current service levels are maintained at current levels until such time as the provincial government implements legislation that recognizes our coastal ferry services as essential extensions of our provincial public highway system and creates equity between BC's terrestrial and marine highway systems;

AND WHEREAS the BC Ferry Commissioner's 2012 report on the Coastal Ferry Act contains recommendations that are inconsistent with UBCM policy, as described above, including:

- a. The Commissioner's 11th recommendation, which calls for a price cap at the rate of inflation. As ferry fares are already well past the tipping point of affordability, if implemented, this recommendation would not create equity between our terrestrial and marine highways and would instead ensure that fares remained unaffordable in perpetuity; and
- b. The Commissioner's 9th and 16th recommendations which, if implemented, would give the Commissioner the mandate to reduce core ferry service levels:

THEREFORE BE IT RESOLVED that UCBM insist that the Government of BC rejects any recommendations, and abandons any plans, to increase ferry fares and/or reduce core ferry service levels, as such actions would have irreparable negative impacts on the economic wellbeing of Coastal British Columbia;

AND BE IT FURTHER RESOLVED that UBCM continue to lobby the Government of BC to implement legislation that recognizes our coastal ferry services as essential extensions of our provincial public highway system and creates equity between BC's terrestrial and marine highway systems.

CONVENTION DECISION:      ENDORSED

## PROVINCIAL RESPONSE

### *Ministry of Transportation and Infrastructure*

*The Province recognizes that ferries are part of our provincial transportation network and are important to many British Columbians. We have a world class ferry system in British Columbia and we are going to work together to ensure we also have a financially-sustainable and affordable ferry service for the long-term.*

*To achieve this end, taxpayers, users and the ferry operator need to work together to find ways to link coastal communities affordably and efficiently. This is why the Province committed to a community engagement process.*

*It is not easy in these tough economic times for government to increase its support for coastal ferry services. However, this Government has found \$79.5 million over four years to reduce the pressure on fares. We have also asked BC Ferries to increase its operational efficiencies - \$15 million over four years.*

*BC taxpayers, regardless of where they live, are expected to contribute more than \$180 million this year to support coastal ferry services.*

*Ottawa*

649-D Centre Block  
House of Commons  
Ottawa, Ontario K1A 0A6  
Tel: (613) 993-6654  
Fax: (613) 993-9007  
E-mail: cullen@parl.gc.ca

*Nathan Cullen*

Member of Parliament  
Skeena-Bulkley Valley

*Constituency*

#104-4710 Lazelle Ave.  
Terrace, BC V8G 1T2  
Tel: (250) 613-5339  
Fax: (250) 613-5344

February 13, 2013

Chair Barry Pages and Directors  
Skeena Queen Charlotte Regional District  
100 - 1st Avenue East  
Prince Rupert, B.C. V8J 1A6

Dear Chair Barry Pages and Directors,

Communities in Skeena-Bulkley Valley, like those throughout rural and northern Canada, fuel Canada's economy with our natural resources, energy, agricultural products and raw materials that make up more than 50 per cent of our exports. Our communities and the resources found in the Northwest provide many millions in annual tax revenue, growth in urban Canada and re-investible entrepreneurial profit.

From my discussions with many of you throughout the years, aging infrastructure, shrinking populations and tax bases compound infrastructure deficits and make providing the basic services and facilities more onerous. Canada's infrastructure deficit, calculated as the total investments required for maintaining and replacing decaying municipal infrastructure, has ballooned to \$171 billion. With municipalities receiving only 8 cents of every tax dollar, it is obvious the federal government must take a leadership role.

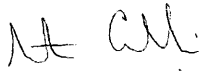
The federal 2013 budget will soon be upon us. Working together with the excellent team from the Federation of Canadian Municipalities, my New Democratic colleagues and I, especially Olivia Chow our Transport and Infrastructure Critic, were able to persuade the Minister of Transport and Infrastructure to commit to announcing a new Infrastructure plan in this coming budget. This is incredibly important because, as you know, the existing program is expiring and municipalities will miss a construction season if the new program is not in place this year.

I hope you will join with me in pushing for a new infrastructure fund that:

- has a twenty years cycle instead of two. It is impossible to complete serious projects like highways rebuilt or waste water plants in two years.
- takes politics out of the funding process by being accountable, transparent and non-partisan. Clear-cut funding formulas like per-capita allocations will ensure reliable, predictable funding for municipalities.

The time for the federal government to act is now. With 11,000 jobs being created for every \$1 billion in infrastructure investments, job growth and economic productivity hinge upon a well-designed federal infrastructure program. It is a crucial opportunity that we cannot afford to waste.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Nathan Cullen'.

Nathan Cullen, MP  
Skeena-Bulkley Valley  
Opposition House Leader

RECEIVED

MAR 05 2013

SKEENA-QUEEN CHARLOTTE  
REGIONAL DISTRICT

February 27, 2013

Barry Pages, Chair  
Skeena-Queen Charlotte Regional District  
100 – 1<sup>st</sup> Avenue East  
Prince Rupert, BC V8J 1A6

Dear Mr. Pages:

Thank you for your letter regarding cellular coverage in Sandspit on Haida Gwaii, BC. I appreciate the time you have taken to share these concerns on behalf of the Board of the Skeena-Queen Charlotte Regional District.

I have asked staff to share your letter with the Honourable Ben Stewart, Minister of Citizens' Services and Open Government, for his review as well. I have been assured the appropriate official will be in contact with you at the earliest opportunity on my behalf.

Again, thank you for writing and bringing this important situation to my attention.

Sincerely,

Christy Clark  
Premier

pc: Honorable Ben Stewart



Aboriginal Affairs and  
Northern Development Canada

Affaires autochtones et  
Développement du Nord Canada

February 11, 2013

*Your file - Votre référence*

BY PRIORITY POST

*Our file - Notre référence*

5673-3-07664

Skeena Queen Charlotte Regional District  
100 – 1<sup>st</sup> Avenue East  
Prince Rupert, B.C.  
V8J 1A6

and

BY FAX: (250) 627-8493

and

BY EMAIL: musgrave@sqcrd.bc.ca

**Attention: Skeena Queen Charlotte Regional District**

**Re: Notification of Proposed Addition to Masset Indian Reserve No. 1**

Dear Madam or Sir:

The Department of Aboriginal Affairs and Northern Development Canada ("AANDC") has been requested by the Old Masset Village Council to add certain lands to Masset Indian Reserve No. 1 (the "Reserve"):

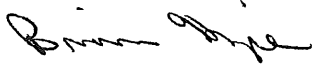
The Lands, which are currently under the administration and control of Fisheries and Oceans Canada, are comprised of two parcels for lighthouse sites and associated rights of way. The Lands are located entirely within the boundaries of the Reserve, as shown on plan number B.C. 281 recorded in the Canada Lands Surveys Records in Ottawa (the "**Lands**").

The Lands were previously used for navigational purposes, but are no longer required, and so are available to be included in the Reserve.

We attach for your information a map showing the location of the Reserve and a copy of Plan 55932 CLSR.

As the Lands are already under the administration and control of Fisheries and Oceans Canada, we are providing you with this notice for your information. However, please feel free to contact me if you require additional detail.

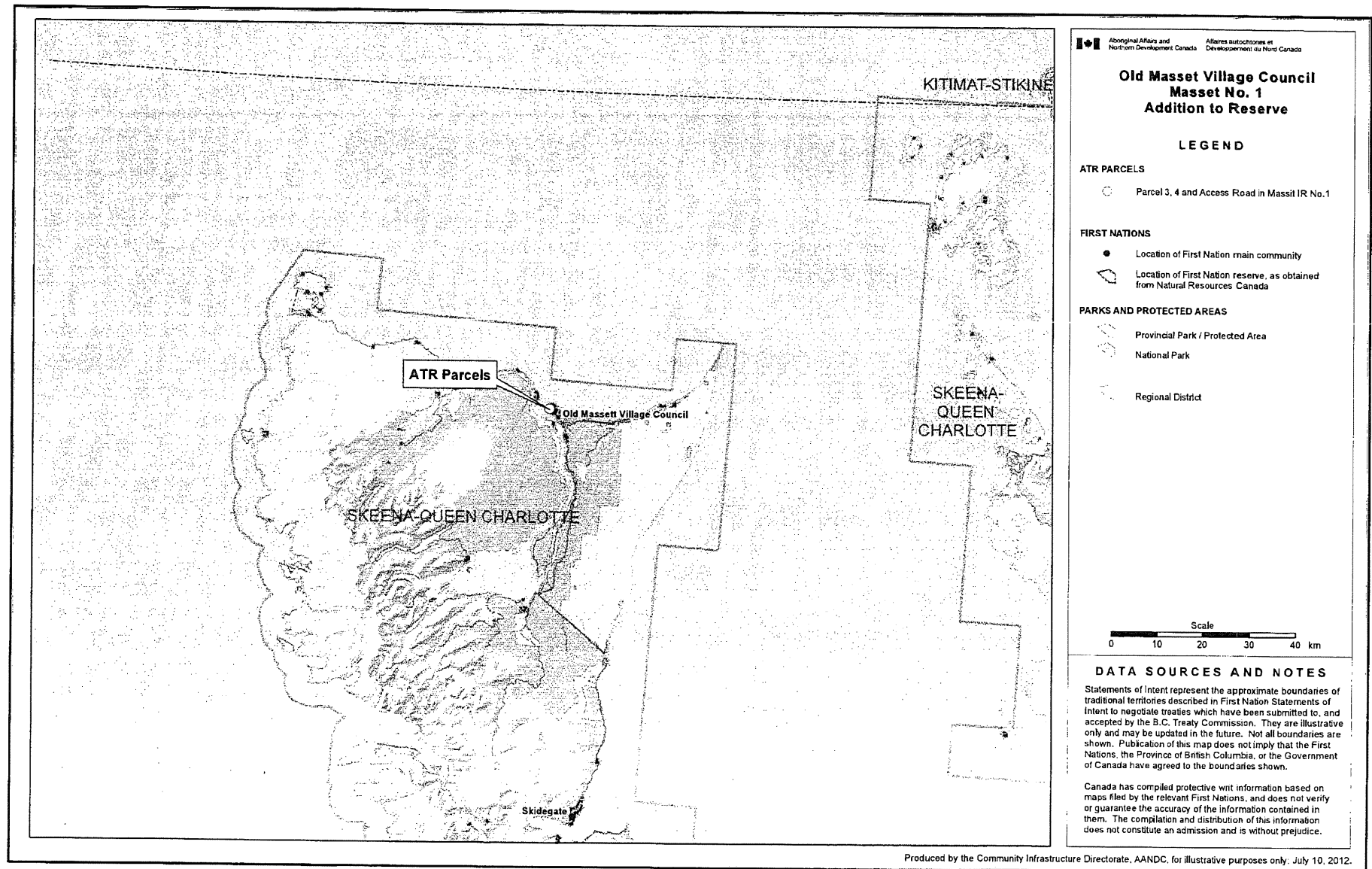
Yours truly,



Brian Kinzie  
Land Management and Leasing Officer  
Lands and Economic Development, B.C. Region  
600 - 1138 Melville St,  
Vancouver, B.C. V6E 4S3  
Tel: (604) 666-5132  
Brian.Kinzie@aandc.gc.ca

cc: Chief and Council, Old Masset Village Council











**Haida Gwaii Recreation Coordinator's Report**  
**Month End: February 2013**  
**Submitted By: Pamela Richardson**

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

**Registered Programs**

**Shito Ryu Youth Karate-** instructor Deavlan Bradley has continues the Winter session of Shito Ryu Karate. This program runs at **Queen Charlotte** Secondary School Tuesdays and Thursdays 6:00-7:30pm from January-March. **20** participants took part in a belt test this month and are attending consistently. **2** additional individuals attend sporadically.

**Body Burn** – BCRPA instructor Angela Gross finished up the Winter session of Body Burn mid month. This program ran each Monday and Wednesday at **Queen Charlotte** Secondary, from 6:30 – 7:30 pm, with an average of **20** participants twice weekly. Body Burn programming will be beginning again mid March.

**Weight Room Orientations** – Instructor Heather Brule held a **Sandspit** weight room orientation on February 26<sup>th</sup>. This is the first orientation since the Gym has been re opened. There was a total of **5** in attendance. Angela oversaw the **Queen Charlotte** orientation on February 7<sup>th</sup> and showed **4** eager participants the weight room ropes.

**Alternate Fitness** – the dedicated group of **Port Clements** fitness goers continued their hard work with instructor Ruth Bellamy at Alternate Fitness this month. This program runs every Tuesday and Thursday from 12:30 – 1:15 at the Port Clements Multiplex Senior's Room. Port Clements classes have an average of **5** people. BCRPA-certified instructor Tammy Muller continued her first run of classes in **Masset**, every Tuesday and Thursday from 12:30 – 1:15, with **20** unique participants in the month of February. BCRPA-certified instructor and physiotherapist Heather Brule is running Alternate Fitness classes in **Sandspit** and will continue to offer programs on Wednesdays from 11:00am- 12:00pm at the Sandspit Community Hall. She has had a total of **16** participants in the month of February. Heather is also running AltFit classes in **Queen Charlotte** at the Eric Ross Room on Tuesdays from 12:15-1:00pm with an average of **2** participants at each class. Scheduling will be tweaked to accommodate the Skidegate Adult Day Program. Alternate Fitness is free for participants, and is designed to provide increased fitness and mobility options for those living with, or at risk for, chronic disease.

**Bike Re-Psych Repair Workshops** – the bicycle crew is back up and pedaling! They meet Wednesdays from 4:00-7:00pm at the **Queen Charlotte** Secondary School, but will also be putting their mobile trailer to use and offering workshops throughout the islands in the months to come. These workshops provide community members with knowledge and skills to repair their rides, assist friends, and reduce car costs. Workshop averages are 6 people. This month the 10 Haida Gwaii Higher Education Society students continue to make use of Re-Psych bikes as their main mode of transportation during their visit to Haida Gwaii.

**Aikido for Beginners** – long-time HG Rec instructor Toby Sanmiya continues his Aikido class this month, which is held in **Skidegate** from 5-7 pm. Returning students will work their way to an intermediate class session each Tuesday as skills develop, with the class currently hosting 6 participants each week with new interest each week.

**Fitness in Port** -BCRPA certified instructors Ruth Bellamy and Amber Bellis continue to share the evening fitness class in **Port Clements** on Tuesdays and Thursdays from 7:00-8:00pm. This is a circuit and aerobics based class. Approximately 3 people attend twice weekly.

### **Hatha Yoga**

Hatha Yoga in **Port Clements** began mid February on Wednesdays from 5:30-7pm. Jennifer Pigeon has instructed 2 people in the two classes thus far, and will be extending through the month of March.

### **Core Course**

Ron Haroldson, long time instructor, began the Spring installment of his Core Course that will run two evenings a week in **Queen Charlotte** into March.

### **Movie**

This month Haida Gwaii Rec featured *Life of Pi* at four locations on island. The **Queen Charlotte** concession was provided by the Sk'aadgaa Naay Elementary French Immersion Class, the Rec Committee in **Port Clements**, the Canadian Jr. Rangers in **Sandspit**, and the GMD Travel Club in **Masset**.

Masset: 40

Port Clements: 29

QC: 113

Sandspit:10

### **Drop In Programs**

Haida Gwaii Rec. provides insurance and First Aid to all volunteers willing to run drop in programs throughout the school year at all island schools. Volunteers collect twoonies to cover the School District 50 rental fee, and are charged per course for any incurred equipment damages. To register a sport for drop-in, a valid and current First Aid certificate is required. We are happy to announce that the Agnes L. Mathers School Gym is back up and open for Moresby Island recreation!

***GYM OPEN FOR USE AS OF JANUARY 14<sup>TH</sup> 2013***

**Agnes L. Mathers Elementary Secondary School**

Mondays and Thursdays:  
Circuit Training 7:00-8:00pm

Wednesdays:  
Youth Open Gym Night 6:00 – 8:00pm

Sundays:  
Badminton 6:30 - 9:30pm

**Queen Charlotte Secondary School**

Wednesdays:  
Badminton 7:00 – 9:00

Thursdays:  
Volleyball 8:00 – 10:00

**Sk'aadgaa Naay Elementary**

Tuesdays:  
Aikido / Movement Practice 5:00 – 9:00

**Port Clements Elementary**

Thursdays:  
Soccer 7:00 – 9:00

**George M. Dawson Secondary School**

Mondays:  
Volleyball 7:00 – 9:00

Tuesdays:  
  
Badminton 7:00 – 9:00

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

Fridays:  
Senior Men's Basketball 7:00 – 9:00

## **Events and Affiliated Programs**

### **After School Sport Initiative (ASSI) Programs**

Interim Youth Coordinator Kelsey Kricheldorf has transitioned into her role seamlessly and has continued the Fall roster of ASSI programs in school locations across Haida Gwaii. The ASSI has partnered with the Old Massett Youth Centre to offer a twice weekly after school program for 9-12 year olds which will cover a variety of recreation, sport and arts activities. This initiative now delivers a total of **9** subsidized programs across Haida Gwaii for youth ages 5-18, and focuses on combining peer mentorship with healthy activity and fundamental sport development skills. Below are the programs and attendances for the month of February:

Girls' Club(Tahayghen):28

Move Your Body(Sk'aadgaa Naay):16

Aikido (Sk'aadgaa Naay):17

Teen Gym (GMD):60

Teen Surf Club (All Island):12

Rugby/Soccer (PCES):9

Skiping(PCES):25

Join the Circus(PCES):18

After School Fun (OMYC):21

Total attendance for ASSI programs: **206**

### **2013 Haida Gwaii Early Learning Forum**

February 25<sup>th</sup> the Interim Haida Gwaii Rec Coordinator and Interim ASSI Youth Coordinator attended the annual Early Learning Forum at the Kaay Centre in **Skidegate**. The feature workshop was "Fostering Resiliency with Indigenous Children and Families" presented by Monique Grey Smith. This was also a great venue for networking and program promotion.

### **2013 ASSI Community Learning Forum**

On February 28<sup>th</sup> and March 1<sup>st</sup> the Haida Gwaii Rec Interim Coordinator took part in the 3<sup>rd</sup> annual After School Sport Initiative Community Learning Forum in **Richmond**. Here she was able to meet, share and learn from and with ASSI coordinators from around British Columbia.

### **Continued Partnership**

For the week of February 18-23<sup>rd</sup>, **9** youth made use of the Haida Gwaii Rec building to work on a joint film project between Vancouver based Reel to Reel/Our World film projects and the Old Massett Youth Centre. The aim of this was/is to encourage remote First Nations youth to engage in language and community based film projects. Filming, editing and animation skills are taught and interaction with community and elders is promoted.

### **Elders' Wellness Meeting**

Heather Brule attended the Haida Health Hub's southern Elders' Wellness Meeting in **Skidegate** on February 22<sup>nd</sup> to promote Alternate Fitness. Her goal was to address and alleviate any apprehensions or anxieties that might be preventing Elders from attending our programming for the first time.

### **Red Cross Babysitters Course**

After a successful Success by 6 grant last fall Haida Gwaii Rec was able to offer a FREE Red Cross Babysitter Course the last week of January, first week of February. After many instructor debacles, we were able to bring Olivia Williams up from Vancouver to instruct three courses in three different communities for children ages 11+. On January 31<sup>st</sup>, **4** youth participated in the course at **Queen Charlotte** Secondary. On February 1<sup>st</sup>, **38** youth participated in lieu of classes at Sk'aadgaa Naay in **Skidegate** and on February 3<sup>rd</sup>, **10** youth attended the course in **Masset** at the Haida Gwaii Rec. building. After being in discussion with various Red Cross reps, Haida Gwaii Rec. hopes to build on island capacity by certifying islanders as Red Cross Babysitter instructors so that we are more easily and readily able to offer this in demand course.

### **Total February 2013 participants in HG Rec programs/events/movies:619**

\*Statistics for February 2012 were **444** participants in HG Rec. Programs.

### **Upcoming Spring Classes**

**Movie**-March's film will be *The Hobbit: An Unexpected Journey*.

**After School Sport Initiative**- Programming will continue into the month of March, taking a hiatus for Spring Break. March will also bring the first use of the Arts/Sports grant for programming. Improve and Circus skills will be a front runner.

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

**Bronze Cross (Re)Certification Program** –This program is projected to happen the last week of March. Funding has been secured to certify up to 15 **Haida Gwaii** residents to Prince Rupert for a three-day intensive Bronze Cross certification and/or recertification program. This program will include Open Water endorsement, necessary for activities such as kayaking, canoeing, surfing, and group water activities. A total of **15** participants are expected.

### **Other Projects and Reporting**

#### **Summer Program Grant**

It may be rainy now, but summer will get here! In anticipation of this year's Summer Program, the HG Rec Coordinator submitted a grant application to the HRSDC Canada Summer Jobs Program. This program, offered through Service Canada, is now one of few grant opportunities that will provide funding specifically for wages; the proposal included wage subsidy application for both the 2012 Program Leader and Program Assistant. An application will also submitted to the March 1<sup>st</sup> Youth Intake of Gwaii Trust funding.

## SKEENA – QUEEN CHARLOTTE REGIONAL DISTRICT

## BYLAW NO. 549,2013

---

Being a Bylaw to establish development approval procedures and fees.

---

The Board of Directors of the Skeena-Queen Charlotte Regional District in open meeting assembled enacts as follows:

WHEREAS the Skeena-Queen Charlotte Regional District must under section 895 of the *Local Government Act*, by bylaw, define procedures under which an owner may apply to amend an official community plan, a zoning bylaw, or for the issue of a permit under Part 26 of the *Local Government Act*;

AND WHEREAS the Skeena-Queen Charlotte Regional District must under section 920.1 of the *Local Government Act*, by bylaw, define procedures and policies on the process for requiring development approval information and the substance of information that may be required in areas so designated in an official community plan;

AND WHEREAS the Skeena-Queen Charlotte Regional District must under sections 892, 893, 921 and 922 of the *Local Government Act* give notice to land owners and occupiers of a public hearing or the waiving of a public hearing for an amendment to an official community plan zoning bylaw, for the issuance of a temporary use permit and a development variance permit, and may, by bylaw, specify distances for giving notice;

AND WHEREAS the Skeena-Queen Charlotte Regional District may under section 176 of the *Local Government Act* delegate certain powers, duties and functions to its officers and employees;

AND WHEREAS the Skeena-Queen Charlotte Regional District may under section 931 of the *Local Government Act*, by bylaw, impose fees for an application to amend an official community plan or a zoning bylaw, an application for a subdivision, an application for a permit under Division 9 of Part 26 of the *Local Government Act*, an application to the Board of Variance, and to cover additional costs of administering and inspecting works and services under Part 26 of the *Local Government Act*;

AND WHEREAS the Skeena-Queen Charlotte Regional District may under section 363 of the *Local Government Act* impose a fee or charge in respect of all or part of a service of the regional district;

AND WHEREAS the Skeena-Queen Charlotte Regional District Board is the approving authority for strata conversions of previously occupied buildings under the section 242 of the *Strata Property Act*;

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

## **CITATION**

This Bylaw may be cited as the “Development Approval Procedures and Fees Bylaw No. 549.”

## **PROVISIONS**

### **PART 1 – PURPOSE AND SCOPE**

#### **1.1 Purpose**

This Bylaw outlines procedures and fees to amend land use policies and bylaw regulations and to issue permits and orders under Part 26 of the *Local Government Act*; for approval of strata conversions of previously occupied buildings pursuant to the *Strata Property Act* and for information requests related to compliance with Regional District land development requirements.

#### **1.2 Scope**

This Bylaw applies to the following:

- 1.2.1 an application to amend an official community plan bylaw, a zoning bylaw or both;
- 1.2.2 an application for the following types of permits:
  - a) a temporary use permit;
  - b) a development variance permit;
  - c) a development permit
- 1.2.3 an application for an order of the Board of Variance;
- 1.2.4 an application for a strata plan conversion of a previously occupied building pursuant to section 242 of the *Strata Property Act*;
- 1.2.5 a referral request on a proposed subdivision application for compliance with Regional District requirements; and
- 1.2.6 a request for property information.

### **PART 2 – DEFINITIONS AND INTERPRETATION**

#### **2.1 Definitions**

For the purpose of this bylaw, the following terms are defined as follows:

“*Advisory Planning Commission*” or “*APC*” means an Advisory Planning Commission established by the Board from time to time.



*“Approving Authority”* means the “Board” pursuant to section 242 of the *Strata Property Act*.

*“Board”* means the elected and appointed Directors of the Skeena-Queen Charlotte Regional District Board in assembled meetings thereof.

*“Board of Variance”* means those persons appointed pursuant to section 899 of the *Local Government Act* as the Board of Variance for the Skeena-Queen Charlotte Regional District, acting in assembled meetings thereof.

*“Corporate Officer”* means a person appointed under section 198 of the *Local Government Act* to perform corporate administrative duties for the Skeena-Queen Charlotte Regional District.

*“Development Approval Information”* means information on the anticipated impact of the proposed activity or development on the community as delineated in section 920.1 of the *Local Government Act*, and, without limiting this, information regarding such matters as transportation patterns including traffic flow, local infrastructure, public facilities including schools and parks, community services, and the natural environment of the area.

*“Local Government Act”* means the *Local Government Act*, RSBC 1996, c 323, as amended or superseded from time to time.

*“Official Community Plan”* or *“OCP”* means an official community plan adopted by the Regional District as amended or superseded from time to time.

*“Qualified Environmental Professional”* means an applied scientist or technologist, acting alone or together with another qualified environmental professional, if;

- (i) the individual is registered and in good standing in British Columbia with an appropriate professional organization constituted under an Act, acting under that association’s code of ethics and subject to disciplinary action by that association;
- (ii) the individual’s area of expertise is recognized in the assessment methods as one that is acceptable for the purpose of providing all or part of an assessment report in respect of that development proposal; and
- (ii) the individual is acting within that individual’s area of expertise.

*“Qualified Geotechnical Professional”* means a professional engineer or a professional geoscientist with experience in geotechnical study and geo-hazard assessments.

*“Qualified Land Development Professional”* means a professional engineer, professional registered planner, professional architect, or other professional with experience relevant to land development as determined by the Corporate Officer, acting alone or together with another qualified land development professional.

*"Regional District"* means the Corporation of the Skeena-Queen Charlotte Regional District, in the Province of British Columbia, and where the context so requires also means the land included in the boundaries of the Skeena-Queen Charlotte Regional District.

*"Requests Related to Regional District Land Development Requirements"* means written requests for information related to existing development and use of established properties and requests for review of proposed subdivisions.

*"Riparian Areas Regulation"* means the *Riparian Area Regulation* adopted by Order in Council under the *Fish Protection Act*, S.B.C., 1997, c. 21, ss.12, 13 (1) and 37 (2), as amended or superseded from time to time.

*"Species at Risk Act"* means the *Species of Risk Act* (S.C.2002, c. 29) of Canada, as amended or superseded from time to time.

*"Strata Property Act"* means the *Strata Property Act*, SBC 1998, c. 43, as amended or superseded from time to time.

*"Wildlife Act"* means the *Wildlife Act*, RSBC, 1996, c. 488, as amended or superseded from time to time.

*"Zoning Bylaw"* means a zoning bylaw adopted by the Regional District, as amended or superseded from time to time.

## **2.2 Interpretation**

A reference in this Bylaw to any enactment of British Columbia or Canada is a reference to the enactment as amended, revised, consolidated or replaced from time to time, and a reference to any bylaw of the Regional District is a reference to the bylaw as amended, revised, consolidated or replaced from time to time.

## **PART THREE – APPLICATION AND FEE REQUIREMENTS**

### **3.1 Application Information Requirements**

An application or request related to Regional District land development requirements made pursuant to this bylaw will:

- 3.1.1 be executed in writing by the owner of the land that is subject to the application, or by a person authorized by the owner;
- 3.1.2 be submitted to the Regional District on the applicable application form prescribed by the Corporate Officer;
- 3.1.3 include the required supporting information as delineated in Schedule "A" attached hereto and forming part of this bylaw; and

- 3.1.4 supporting information may include a requirement for “development approval information” as defined by this bylaw, for the following:
- (a) development permits (limited to environmental information for Environmental and Natural Hazards permits);
  - (b) temporary use permits for a non-residential use; and
  - (c) official community plan and zoning amendments that would allow for more than six parcels or dwelling or for non-residential uses.

### **3.2 Fees**

An application or request related to Regional District land development requirements made pursuant to this bylaw will include fees payable to the Regional District, in accordance with the fee schedule attached hereto as Schedule “B”, forming part of this bylaw.

## **PART FOUR – DELEGATION OF DECISION MAKING AND RECONSIDERATION BY THE BOARD**

### **4.1 Delegation to Corporate Officer**

Pursuant to section 176(1) (e) of the *Local Government Act*, the Board delegates to the Corporate Officer:

- 4.1.1 the powers of the Board under section 920 of the *Local Government Act* to issue and amend development permits for the following purposes and in situations where the permit does not incorporate a variance to a bylaw:
- (a) protection of the natural environment, its ecosystems and biological diversity (“Environmental Development Permits”); and
  - (b) protection of development from hazardous conditions (“Natural Hazards Development Permits”)
- 4.1.2 the authority of the Board to require development approval information under section 920.1 of the *Local Government Act* where an official community plan specifies circumstances or designates areas for which “development approval information” is required.

### **4.2 Reconsideration of the Board**

Where a development permit has been delegated to the Corporate Officer or where development approval information has been requested by the Corporate Officer, an applicant may request the Board reconsider the decision of the Corporate Officer by giving notice in writing, setting out the grounds on which the owner considers the decision to be inappropriate, including the Development Approval Information requested and the specific decision respecting the permit and its conditions.

## **PART FIVE – PROCEDURES FOR AMENDMENTS, PERMITS, ORDERS, APPROVALS AND REQUESTS**

### **5.1 Acceptance and Review of Applications and Requests**

- 5.1.1 Applications and requests pursuant to this bylaw will be received and processed by the Corporate Officer or designate.
- 5.1.2 A file will be opened, a receipt issued, and the application will be reviewed for completeness. If incomplete, additional information will be requested. A site inspection may be undertaken for any application at any time throughout the process.
- 5.1.3 The Corporate Officer will assess the proposal and prepare a technical report and draft bylaw(s), permits, or applicable orders. This base information will be used in subsequent referrals and reports.

### **5.2 Procedures for Amendments to Official Community Plans and Zoning Bylaws**

- 5.2.1 Subsequent to the initial review and document preparation, the Corporate Officer, in consideration of consultation opportunities that may be required, will refer details of the application, technical information and draft bylaws for consultation and comments to the following: the Advisory Planning Commission (APC), all relevant provincial and federal government agencies, first nations, municipal councils, school district boards, and improvement district boards, that may be affected by the amendments.
- 5.2.2 Upon receipt of referral comments, the Corporate Officer will forward the details of the application, draft bylaw(s) and a report incorporating referral comments and technical information to the Board.
- 5.2.3 The Board will consider what further considerations, if any, are required for persons, organizations or authorities it deems affected, including those noted in 5.2.1.
- 5.2.4 Subject to further consultation that may be required, the Board may then:
  - (a) deny the application; or
  - (b) proceed with the application by giving it first reading; considering it in conjunction with its financial plan and any waste management plan that is applicable in the Regional District; and scheduling a public hearing or waiving the public hearing pursuant to the *Local Government Act*.

- 5.2.5 Pursuant to the *Local Government Act*, notice of the public hearing or notice of waiving the public hearing shall be advertised in a newspaper by the Regional District, and if applicable, mailed or otherwise delivered to property owners and tenants of the subject property and to the owners and any tenants in occupation of parcels adjacent to and opposite the site being considered for the bylaw alteration.
- 5.2.6 When a public hearing is required, written submissions will be accepted at the Regional District Office until 2:00 p.m. the day prior to the public hearing. Any submissions received after that time must be read into the record by the author or their agent. Only signed submissions will be read into the record by the Corporate Officer or designate.
- 5.2.7 The Corporate Officer or designate may group similar letters and refer to them as a group rather than read individual submissions, as long as individual signatories are mentioned.
- 5.2.8 No written submissions received will be released prior to the public hearing date without the expressed permission of the author or their agent.
- 5.2.9 The Corporate Officer or designate will prepare minutes of the public hearing or a summary of comments received from the notice of waiving of the public hearing for consideration by the Board, and if the public hearing has been delegated, the delegate also will report to the Board the views expressed at the public hearing.
- Upon consideration of this information, the Board may:
- (a) deny the bylaw(s); or
  - (b) grant second and/or third reading; or
  - (c) amend the bylaws(s) provided that the amendment does not alter the permitted land use or decrease the permitted density without the owner's permission, and give third reading on the amended bylaw(s); or
  - (d) amend the land use and/or density to be permitted by the bylaw amendment(s) and schedule a second public hearing.
- 5.2.10 Subsequent to third reading, the Board may adopt the bylaw(s) upon any requisite approvals from provincial agencies being received.
- 5.2.11 The final decision of the Board will be conveyed in writing to the applicant. Where an application or amendment bylaws have been denied by the Skeena-Queen Charlotte Regional District Board, the Corporate Officer shall notify the applicant in writing within fifteen (15) days immediately following the date of denial and shall give reasons for the denial.

### 5.3 Procedures for a Temporary Use Permit and for a Development Variance Permit

- 5.3.1 The initial review of the proposed permit with Regional District policies will involve an assessment of compliance with the applicable policies and objectives outlined in the applicable official community plan.
- 5.3.2 Subsequent to the initial review and document preparation, the Corporate Officer will refer the application, technical information and draft permit to the Advisory Planning Commission, any applicable agencies, first nations, and municipal councils, that may be affected by the amendments.
- 5.3.3 Upon receipt of the referral comments, the Corporate Officer will prepare a report to the Board that incorporates the application details, technical aspects of the proposal, a summary of referral comments, including the need for any agency approvals.
  - (i) In the case of a temporary use permit, the report may include a recommendation to the Board respecting the need for security by an irrevocable letter of credit or other means in a form satisfactory to the Board in an amount stated in the permit to guarantee the performance of the permit.
- 5.3.4 The Board, at this point, may:
  - (a) deny the permit; or
  - (b) indicate a willingness to consider a resolution to issue the permit.
- 5.3.5 Prior to consideration of a Board resolution to issue the **proposed temporary use permit** and pursuant to the *Local Government Act*, notice of a proposed temporary use permit will be advertised by the Regional District in the newspaper, and, if applicable, will be mailed or otherwise delivered to property owners and tenants of the subject property and to the owners and any tenants in occupation of parcels adjacent to and opposite the site being considered for the permit
- 5.3.6 Prior to consideration of a Board resolution to issue a proposed **development variance permit** and pursuant to the *Local Government Act*, notice of the proposed permit will be mailed or otherwise delivered to property owners and tenants of the subject property and to the owners and any tenants in occupation of parcels adjacent to and opposite the site being considered for the permit.
- 5.3.7 The Corporate Officer will prepare a summary report to the Board of comments received through the notification processes, and upon consideration of these comments and confirmation of necessary approvals of provincial agencies, the Board may:
  - (a) deny the permit; or
  - (b) issue the permit by Board Resolution.

- 5.3.8 The applicant will be notified in writing of the outcome. If the permit is granted, a Notice of Permit will be signed and sealed by the Corporate Officer and registered against the title of the property(s) in the Land Title Office.

#### **5.4 Procedures for Environmental Development Permits and for Natural Hazards Development Permits**

- 5.4.1 Upon receipt of the application supported by a report prepared by a qualified professional, the Corporate Officer will assess the application and supporting technical report in light of Regional District policies and requirements described in the applicable official community plan.
- 5.4.2 The Corporate Officer may refer the application to applicable agencies. The referral agency comments and/or recommendations may then be incorporated into the draft permit, as appropriate.
- 5.4.3 For Development Permits that do not incorporate a bylaw variance, the Corporate Officer may approve the permit as follows:
- (a) For Environmental Permits for Coastal Areas, Creeks, Lakes and Wetlands approval may be granted when:
    - (i) Regional District conditions and guidelines have been satisfied;
    - (ii) provincial notification has been received that the assessment has been filed with the Riparian Areas Regulation Notification System and, if required;
    - (iii) authorization has been obtained from the Minister of Fisheries and Oceans, Canada, or under a regulation under the *Fisheries Act* (Canada).

The report prepared by the qualified environmental professional will be relevant to permit conditions.

- (b) For Nests of Designated Bird Species, the Corporate Officer may approve a permit when Regional District conditions and guidelines have been met, and when satisfied by the report prepared by the qualified environmental professional that provincial and federal regulatory requirements have been met. The report will be relevant to permit conditions.
- (c) For a Natural Hazards Development Permit, the Regional District, by policy, may require that a covenant be registered in conjunction with the development permit to indemnify the Regional District. The Corporate Officer may issue the permit when the covenant, if required, has been registered, and when satisfied with the report prepared by the qualified geotechnical professional, which will be relevant to permit conditions.

- 5.4.4 For a development permit incorporating a bylaw variance, the Corporate Officer will forward a report and draft permit to the Board for consideration of issuance. Factors noted in items 5.4.3 (a), (b) and (c) relevant to the Corporate Officer in making a decision may also be relevant to the Board in making its decision.
- 5.4.5 In cases where a parcel is subject to more than one development permit designation under an official community plan, a single development permit may be issued dealing with the requirements of both designations.
- 5.4.6 The applicant will be advised in writing of the outcome. If approved, the Corporate Officer will register Notice of Permit against the title of the property(s) at the Land Title Office.

## **5.5 Procedures for a Development Permit for Form and Character of Commercial, Industrial and Multi-Family Development**

- 5.5.1 Subsequent to the initial review and document preparation, the Corporate Officer will refer the application and technical information to the APC, any applicable agencies and First Nations if the application could affect them.

The referral agency comments and/or recommendations may then be incorporated into the draft permit, as appropriate.

- 5.5.2 The Corporate Officer will draft the permit when satisfied with the drawings and report prepared by the qualified land development professional. The information provided by the qualified land development professional will form the basis of the permit conditions, as well as relevant agency and Regional District requirements.
- 5.5.3 The development permit may include a requirement for security by an irrevocable letter of credit or other means in a form satisfactory to the Board in an amount stated in the permit to guarantee the performance of the permit.
- 5.5.4 The Corporate Officer will forward the application, technical information, referral comments, draft permit, including recommendations for security, to the Board for consideration of issuance by Board resolution. The Board may approve or deny the permit.
- 5.5.5 The applicant will be advised in writing of the outcome. If approved, the Corporate Officer will register Notice of Permit against the title of the property(s) at the Land Title Office.

## **5.6 Procedures for a Board of Variance Order**

- 5.6.1 The Corporate Officer will assess the application in light of Regional District policies and requirements, applicable legislation related to the Board of Variance's jurisdiction, and required approval from senior government agencies and prepare a report to the Board of Variance.



- 5.6.2 On behalf of the Board of Variance and prior to its consideration of the application, the Corporate Officer or designate will notify all property owners and tenants of the subject property and to the owners and any tenants in occupation of parcels adjacent to and opposite the site being considered in the application.
- 5.6.3 On hearing from the applicant and any person notified of the application and upon confirmation of any required provincial agency approvals being obtained, the Board of Variance may order the requested variance or deny it.
- 5.6.4 The Corporate Officer will notify the applicant in writing of the decision of the Board of Variance which is final. The Regional District will keep a record of Orders of the Board of Variance.

## **5.7 Procedures for a Strata Conversion of a Previously Occupied Building**

- 5.7.1 The Corporate Officer will review the application and supporting technical information and assess the proposal for compliance with relevant Regional District bylaws and policies and applicable provincial procedures.
- 5.7.2 The Corporate Officer will refer the application to the APC and applicable agencies. The referral agency comments and/or recommendations may then be incorporated into the draft permit, as appropriate.
- 5.7.3 The Corporate Officer will forward a letter to all tenants advising of the application for conversion.
- 5.7.4 The Board may deny the application or approve the conversion in principle, and in so doing, require conditions to be addressed as a result of the Building Report and other considerations. The applicant will be advised in writing of the Board's decision.
- 5.7.5 If the application for conversion is approved in principle, the applicant may then engage a British Columbia Land Surveyor to prepare strata plans in accordance with the provisions of the *Strata Property Act*.
- 5.7.6 The strata plans are then to be forwarded to the Corporate Officer for execution. Before the strata plans are signed, the applicant must comply with any conditions imposed by the Regional District.
- 5.7.7 Once signed, one set of paper prints is to be retained at the Regional District for the record. Remaining copies will be returned to the applicant for deposit with the Registrar at the Land Title Office.

## **5.8 Requests for a Review of Subdivision for compliance with Regional District Requirements**

- 5.8.1 Information required in support of subdivision applications will be provided to the Corporate Officer, who will analyze the information and provide comments to the Ministry of Transportation and Infrastructure on the requirements of the Regional District.
- 5.8.2 The Corporate Officer will request that the Regional District requirements as outlined in the comments be incorporated into the Preliminary Layout Approval conditions, and that the Regional District confirm compliance with its requirements with the Ministry prior to final approval of the proposed subdivision being granted.

## **5.9 Property Information Requests**

- 5.9.1 A request for property information shall be in writing and shall include detailed information relating to the matters on which the applicant is requesting an opinion from the Regional District on compliance with its bylaws and policies.
- 5.9.2 A property information request will be processed by the Corporate Officer or designate, who will respond in writing. The response will include a disclaimer statement as the response will be based on available information, which may be incomplete or inaccurate.

## **5.10 Public Information meetings**

- 5.10.1 Depending on the scale and complexity of a proposed development, a public information meeting may be required by the Board, as follows:
  - (a) For an amendment application to an official community plan, a zoning bylaw or both, prior to the public hearing or waiving of the public hearing being advertised;
  - (b) For a temporary use permit, prior to the notifications and newspaper notice being undertaken.
- 5.10.2 The purpose of the public information meeting is to enable the community to have an opportunity to ask questions and get information prior to formal comments via a public hearing or public notification process. The applicant is responsible for organizing, advertising and conducting the public information meeting and for a summary report of the results of the meeting being forwarded to the Corporate Officer.

## **5.11 Signage to Identify Properties Subject to Applications**

- 5.11.1 The placement of signs on a site describing a proposed application may be required for amendments to official community plans, zoning bylaws or both, prior to the advertised notice of public hearing or notice waiving of the public hearing.

5.11.2 The applicant is responsible for the cost and placement of the sign, which shall depict the proposed development and describe the proposed bylaws or permits, and be:

- (a) at least one square meter in size and constructed on a durable material;
- (b) located in a visible manner but not create a hazard with pedestrian or vehicular traffic;
- (c) securely fixed in order to withstand wind and weather; and
- (d) removed subsequent to the Board's decision on the matter.

## **PART SIX – INACTIVE APPLICATIONS AND RE-APPLICATIONS**

### **6.1 Inactive Applications**

Where no submission of outstanding or required application materials has been made by the applicant on an application file for any six (6) month period, or such longer time as the Regional District may determine, the application shall be considered inactive and closed. The applicant shall be notified in writing and if no response is received within thirty (30) days, the application file will be closed.

### **6.2 Re-Applications**

Where an application has been denied, no application for the same bylaw, permit or other authorization shall be submitted to the Regional District for a period of six (6) months.

## **PART SEVEN – OTHER PROVISIONS**

### **7.1 Transition**

7.1.1 The Skeena-Queen Charlotte Regional District's Development Approval Procedures Bylaw No. 230 and amendments thereto are hereby repealed.

7.1.2 The processing of any application made prior to the date of adoption of this Bylaw shall be continued and dealt with by the Board in accordance with the provisions of this Bylaw.

### **7.2 Severability**

If any section, subsection, clause or phrase of this Bylaw is held to be invalid by a court of competent jurisdiction, that section, subsection, sentence, clause or phrase, as the case may be, shall be severed and the validity of the remaining portions of the Bylaw shall not be affected.

### 7.3 Irregularity

The failure of the Board or Corporate Officer to observe the provisions of this Bylaw does not affect the validity of resolutions passed or bylaws enacted by the Board.

**READ A FIRST TIME this** 18<sup>th</sup> day of January, 2013.

**READ A SECOND TIME this** 18<sup>th</sup> day of January, 2013.

**READ A THIRD TIME this** 18<sup>th</sup> day of January, 2013.

**FINALLY ADOPTED this** \_\_\_\_ day of \_\_\_\_\_, 2013.

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B. Pages  
Chair

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J. Merrick  
Chief Administrative Officer

## **SCHEDULE A**

### **INFORMATION REQUIREMENTS FOR APPLICATIONS AND REQUESTS RELATED TO REGIONAL DISTRICT LAND DEVELOPMENT REQUIREMENTS**

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#### **1.0 Amendments to Official Community Plans (OCP) and Zoning Bylaws**

##### **1.1 State of Title Certificate**

- (a) a copy of the State of Title Certificate, issued not more than thirty (30) calendar days prior to the application date for any parcel of land subject to the application;
- (b) a copy of all non-financial charges (i.e. covenants, easements and rights-of-way, etc.) registered on the subject properties.

##### **1.2 Existing Development, Land Uses and Environmental Features**

A site plan drawn to scale depicting existing:

- (a) buildings and structures, including their size and setbacks from existing property boundaries;
- (b) land uses on the subject lands;
- (c) significant environmental features:
  - (i) This will include floodplain designations as identified in the applicable zoning bylaw, as well as other wetland and riparian areas, wildlife tree areas, etc.
  - (ii) In situations where an OCP designates development permit areas, features that may trigger a requirement for a development permit need to be identified – e.g. for the Graham Island OCP, they include the floodplain provisions in the zoning Bylaw 192, average slopes with over 25 degrees (46%) measured over a horizontal distance of 5 metres or more; and nests of designated protected bird species under the *BC Wildlife Act* and the federal *Species at Risk Act*.

##### **1.3 Summary of Proposed Development and Development Plans (drawn to scale):**

- (a) an outline of the type of proposed development or land use, including requested changes to the OCP and zoning, and the reasons for the request;
- (b) a context map depicting existing land uses, roads and other infrastructure, etc. adjacent to the subject property;
- (c) a site plan of the proposed development, including location of buildings, parking, access, utilities, landscaping and screening, etc.;
- (d) conceptual drawings of proposed buildings and structures;

- (e) proposed subdivision plan (where applicable) showing the dimensions and areas of all proposed parcels or proposed boundary changes and setbacks of existing buildings and structures from proposed property boundaries, sizes of existing buildings and site coverage.

- 1.4 The Regional District may request additional information, as determined by the Corporate Officer, following the initial review and/or receipt of referral comments.

## **2.0 Temporary Use Permit**

### **2.1 State of Title Certificate**

- (a) a copy of the State of Title Certificate, issued not more than thirty (30) calendar days prior to the application date for any parcel of land subject to the application; and
- (b) a copy of all non-financial charges (i.e. covenants, easements and rights-of-way, etc) registered on the subject properties.

### **2.2 Existing Development, Land Uses and Environmental Features**

A site plan drawn to scale depicting existing:

- (a) buildings and structures, including their size and setbacks from existing property boundaries;
- (b) land uses on the subject property;
- (c) significant environmental features:
  - (i) This will include floodplain designations as identified in the applicable zoning bylaw, as well as other wetland and riparian areas, wildlife tree areas, etc.
  - (ii) In situations where an OCP designates development permit areas, features that may trigger a requirement for a development permit need to be identified – e.g. for the Graham Island OCP, they include the floodplain provisions in the zoning bylaw 192, average slopes with over 25 degrees (46%) measured over a horizontal distance of 5 metres or more; and nests of designated protected bird species under the BC *Wildlife Act* and the federal *Species at Risk Act*

### **2.3 Summary of Proposed Development and Development Plans**

- (a) an outline and site plan drawn to scale of the proposed development or land use, including the proposed location and size of any buildings and structures, drawn to scale;
- (b) the proposed time period and days of week under which the temporary activity will occur;
- (c) a context map depicting the land uses, roads and other infrastructure, etc. adjacent to the subject property;

- (d) evidence that the intended use will not adversely affect the local groundwater or the quality of the natural environment (including the marine environment)
- (e) evidence that alternative sites including ones outside the planning area have been considered;
- (f) an outline of benefits to the community;
- (g) a plan of remedial work to be undertaken at the end of the permit period;
- (h) other such information that the Regional District deems applicable with respect to a specific application.

2.4 The Regional District may request additional information, as determined by the Corporate Officer, following the initial review and receipt of referral comments.

### **3.0 Development Variance Permit and Board of Variance Orders**

#### **3.1 State of Title Certificate**

- (a) a copy of the State of Title Certificate, issued not more than thirty (30) calendar days prior to the application date for any parcel of land subject to the application;
- (b) a copy of all non-financial charges (i.e. covenants, easements and rights-of-way, etc) registered on the subject properties

#### **3.2 Existing Development, Land Uses and Environmental Features**

A site plan drawn to scale depicting existing:

- (a) buildings and structures, including their size and setbacks from existing parcel boundaries;
- (b) land uses on the subject property;
- (c) dimensions of parcel boundaries, location of rights-of-way, covenant areas and other easements;
- (d) roads, driveways, vehicle parking;
- (e) location of water lines, wells, septic fields; and
- (f) location of environmental features and any physical or topographical constraints:
  - (i) This will include floodplain designations as identified in the applicable zoning bylaw, as well as other wetland and riparian areas, wildlife tree areas, steep slopes and bedrock outcrops, etc.
  - (ii) In situations where an OCP designates development permit areas, features that may trigger a requirement for a development permit need to be identified – e.g. for the Graham Island OCP, they include the floodplain provisions in the zoning bylaw 192, average slopes with over 25 degrees (46%) measured over a horizontal distance of 5 metres or more; and nests of designated protected bird species under the BC *Wildlife Act* and the federal *Species at Risk Act*.

### 3.3 Summary of Proposed Development and Development Plans

- (a) An outline of the proposed variance being requested and the reasons for the request, including a site plan drawn to scale depicting the location and dimensions of the subject variance (setback of structures, additions to a non-conforming use, etc.)
- (b) If a proposed development involves a variance to the siting or building envelope of an existing structure, a current sketch plan, certified by a BC Land Surveyor, in metric shall be required.

### 3.4 The Regional District may request additional information, as determined by the Corporate Officer, following the initial review and receipt of referral comments.

## 4.0 Environmental and Natural Hazards Development Permits

### 4.1 State of Title Certificate

- (a) a copy of the State of Title Certificate, issued not more than thirty (30) calendar days prior to the application date for any parcel of land subject to the application;
- (b) a copy of all non-financial charges (i.e. covenants, easements and rights-of-way, etc) registered on the subject properties.

### 4.2 For Environmental Development Permits Relating to Nests of Protected Species:

A site plan to scale depicting nests of designed protected bird species under the BC *Wildlife Act*, the Federal *Species at Risk Act* and a 100 meter radius from the nests.

### 4.3 For Environmental Development Permits Relating to Coastal Areas, Rivers, Lakes and Wetlands and Natural Hazards Development Permits relating to Floodplains:

A detailed site plan to scale of 1:1000 or larger depicting the areas designated "Floodplain Setback Area" in Interim Zoning Bylaw 192, if the any of the following are applicable to the subject land:

- (a) Land lower than:
  - (i) 1.5 meters above the natural boundary of the sea, any watercourse, lake or swamp,
  - (ii) 1.5 meters above the natural boundary elevation of Tlell River downstream of the north boundary of DL 2375;
  - (iii) 2.0 meters above the natural boundary of Masset Harbour, Masset Sound from the south boundary of the Town of Masset to Collision Point and Kumdis Slough from Hogan Point to Martin Point; and



- (iv) 3.0 meters above the natural boundary of the Yakoun River and the Tlell River upstream of the north boundary of DL 2375.
- (b) Land
  - (i) within 15 meters of the natural boundary of the sea, any watercourse, lake, swamp, or pond;
  - (ii) within 30 meters of the natural boundary of the Tlell River and the Yakoun River;
  - (iii) within 45 meters of the natural boundary of the sea from the east boundary of the Town of Masset to the north boundary of District Lots 1016, at Rose Point, and from the north boundaries of District Lots 1310A and 1348 to the south boundary of District Lot 466 at Skidegate Mission;
  - (iv) on the sea side of the highway, from the north boundary of District Lot 61 at Tlell to the south boundary of District Lot 466 at Skidegate Mission, where the distance between the highway right-of-way and the natural boundary of the sea is less than 75 meters.

4.4 For Natural Hazards Development Permits relating to Steep Slopes:

A site plan to scale depicting an average slope over 25 degrees (46%) measured over a horizontal distance of 5 meters or more.

4.5 A site plan to scale for the parcel or affected site area depicting the location of any of the following proposed activities:

- (a) removal, alteration, disruption, or destruction of vegetation;
- (b) disturbance of soils;
- (c) construction or erection of buildings or structures;
- (d) creation of non-structural impervious or semi-pervious surfaces;
- (e) flood protection works;
- (f) constructions of roads, trails, docks, wharves, and bridges;
- (g) provision and maintenance of sewer and water service;
- (h) development of drainage systems;
- (i) development of utility corridors;
- (j) subdivision as defined in section 872 of the *Local Government Act*.

4.6 Assessment Reports:

- (a) For Environmental Development Permits that deal with Coastal Areas, Creeks, Rivers, Lakes and Wetlands, the requirement is for an environmental impact assessment report prepared by a "qualified environmental professional" assessing the impact of proposed activities noted in 4.5 above to be undertaken in areas described in 4.3 above.

The environmental impact assessment is to be prepared in accordance with guidelines 13.2.7 in the Graham Island OCP and the most current provincial *Riparian Area Regulation* procedures and policies.

The “qualified environmental professional” is to certify that he/she is qualified to conduct the assessment, and if the application involves coastal areas, creeks, rivers, lakes and wetlands is to:

- (i) certify that he/she has followed the assessment methods set out in the Schedule to the *Riparian Areas Regulation*;
  - (ii) provide an opinion that no natural features, functions or conditions that support fish life processes in the assessment area will be harmfully altered, disrupted or destroyed; or if so,
  - (iii) that authorization has been obtained from the Minister of Fisheries and Oceans, Canada or authorization under a regulation under the *Fisheries Act* (Canada).
- (b) For Environmental Development Permits that deal with Nests of Bird Species designated under the BC *Wildlife Act* and the Federal *Species at Risk Act*, the requirement is for an environmental impact assessment report prepared by a “qualified environmental professional” assessing the impact of proposed activities noted in 4.5 above to be undertaken in areas described in 4.2 above.

The environmental impact assessment is to be prepared in accordance with guidelines 13.2.7 in the Graham Island OCP. It is to identify nest locations of designated bird species, critical areas containing sensitive ecosystems or habitat, and recommend buffer distances with a rationale as to why they will be suitable.

- (c) For Natural Hazard Development Permits, the requirement is for a geotechnical and natural hazards assessment report prepared by a “qualified geotechnical professional” in accordance with guidelines 13.3.6 in the Graham Island Official Community Plan.

The “qualified geotechnical professional is to:

- (i) certify that he/she has experience in geotechnical issues, and is qualified to undertake the assessment;
  - (ii) make recommendations to be incorporated into the permit on requirements to prevent erosion, flooding or damage, slippage, etc., and specify precautionary measures to ensure human safety and integrity of the lands and adjoining lands; and
  - (iii) certify that the land can be safely used for the use intended.
- 4.7 The Regional District may request additional information, as determined by the Corporate Officer, following the initial review and receipt of referral comments.

**5. Development Permits for Form and Character of Industrial, Commercial and Multi-Family Development**

**5.1 State of Title Certificate**

- (a) a copy of the State of Title Certificate, issued not more than thirty (30) calendar days prior to the application date for any parcel of land subject to the application; and
- (b) a copy of all non-financial charges (i.e. covenants, easements and rights-of-way, etc) registered on the subject properties.

**5.2 Existing Development, Land Uses and Environmental Features**

A site plan drawn to scale depicting existing:

- (a) buildings and structures, including their size and setbacks from existing and proposed property/zoning boundaries;
- (b) land uses throughout the subject lands; and
- (c) significant environmental features such as watercourses, wetland and riparian areas, wildlife tree areas, floodplains, etc.

**5.3 Report and Plans Summarizing and Depicting Proposed Development**

A report and plans prepared by a "Qualified Land Development Professional" that includes:

- (a) a description and summary outline of the type of proposed development or land use(s);
- (b) a context map depicting existing land uses, roads and other infrastructure adjacent to the subject property;
- (c) a site plan drawn to scale of the proposed development, including location of buildings, parking, access, utilities, landscaping and screening, etc.;
- (d) conceptual drawings of proposed buildings and structures;
- (e) proposed subdivision plan (where applicable) showing the dimensions and areas of all proposed parcels or proposed boundary changes and setbacks of existing buildings and structures from proposed property boundaries, and site coverage calculations; and
- (f) any other information that may be deemed necessary by the Regional District.

**5.4 The Regional District may request additional information, as determined by the Corporate Officer, following the initial review and receipt of referral comments.**

## 6. Strata Conversions of Previously Occupied Buildings

### 6.1 State of Title Certificate

- (a) a copy of the State of Title Certificate, issued not more than thirty (30) calendar days prior to the application date for any parcel of land subject to the application; and
- (b) a copy of all non-financial charges (i.e. covenants, easements and rights-of-way, etc) registered on the subject properties.

### 6.2 Report and Plans for Buildings Proposed to be Converted to Strata

- (a) A report and site plan to scale that depicts:
  - (i) the buildings that are subject of the strata conversion application, their siting relative to property lines, including projections and overhangs, and to rights-of-way and easements, and the floor plans of buildings if relevant to the strata conversion;
  - (ii) other elements of zoning bylaw requirements, including the size and height of buildings, floodplain designations, land uses on the subject property, etc. so that there can be demonstration of substantial compliance with current zoning bylaw;
  - (iii) plans for relocation of persons occupying a residential building, if applicable; and
  - (iv) information on rental vacancies in the area, if applicable.

- (b) Building Report

A building report, written by a Professional Engineer or Architect that provides a *BC Building Code* review that specifically addresses, for each subject building:

- (i) fire separation;
- (ii) sound proofing;
- (iii) structural integrity;
- (iv) mechanical review;
- (v) buildings state of repair;
- (vi) buildings general workmanship;
- (vii) life expectancy of the building;
- (viii) projected major increases in maintenance cost due to the condition of the building;
- (ix) assessments of the condition of the roof and the exterior and the interior surfaces and details of the building; and
- (x) any work that is required to bring the building up to the *BC Building Code*.

- 6.3 The Regional District may request additional information, as determined by the Corporate Officer, following the initial review and receipt of referral comments.

**7. Requests for Review of Subdivision Applications for Compliance with Regional District Requirements**

**7.1 State of Title Certificate**

- (a) a copy of the State of Title Certificate, issued not more than thirty (30) calendar days prior to the application date for any parcel of land subject to the application; and
- (b) a copy of all non-financial charges (i.e. covenants, easements and rights-of-way, etc) registered on the subject properties.

**7.2 Proposed Subdivision Plan**

A proposed subdivision plan drawn to scale depicting the proposed development and existing features on the subject property, as follows:

- (a) proposed parcels, their areas and dimensions;
- (b) proposed roads and water services.
- (c) existing buildings and structures, including their size and setbacks from proposed parcel lines and proposed road dedications;
- (d) land uses in buildings and on the subject lands;
- (e) the location of rights-of-way, easements, covenants, and other charges to the land;
- (f) the location of water lines;
- (g) significant environmental features such as watercourses, wetland and riparian areas, wildlife tree areas, and floodplains.  
In the case of the Graham Island Official Community Plan area, environmental features that may trigger the need for an Environmental Development Permit or Natural Hazards Development need to be identified. These include:
  - (i) Floodplain provisions under Interim Zoning Bylaw No. 192 noted in 4.2 of Schedule A, above;
  - (ii) Slopes averaging over 25 degrees (46%) measured over a horizontal distance of 5 meters or more; and
  - (iii) nests of designed protected bird species under the BC *Wildlife Act*, and Federal *Species at Risk Act*, and a 100 meter radius from the nests.

**7.3 Additional information as required.**

## SCHEDULE B

### Rezoning and Official Community Plan Amendments Fees

**1. Proposed use:** (Residential with one to two parcels or dwellings)

Official Community Plan	\$ 900.00 (plus advertising)
Zoning Bylaw	\$ 900.00 (plus advertising)
Combined Official Community Plan & Zoning Bylaw	\$1,200.00 (plus advertising)
When a public hearing is required an additional	\$ 600.00

**2. Proposed use:** (Residential with three to six parcels or dwellings)

Official Community Plan	\$1,350.00 (plus advertising)
Zoning Bylaw	\$1,350.00 (plus advertising)
Combined Official Community Plan & Zoning Bylaw	\$1,800.00 (plus advertising)
When a public hearing is required an additional	\$ 600.00

**3. Proposed use:** (Residential with greater than six parcels or dwellings)

Official Community Plan	\$1,350.00 (plus advertising)
Zoning Bylaw	\$1,350.00 (plus advertising)
Combined Official Community Plan & Zoning Bylaw	\$1,800.00 (plus advertising)

Plus an additional \$100 for each dwelling or  
parcel in excess of six

When a public hearing is required an additional	\$1,200.00
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**4. Proposed use:** (Non-Residential uses up to and including 1.5 hectares in land  
area)

Official Community Plan	\$2,250.00 (plus advertising)
Zoning Bylaw	\$2,250.00 (plus advertising)
Combined Official Community Plan & Zoning Bylaw	\$3,000.00 (plus advertising)

When a public hearing is required an additional	\$1,200.00
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**5. Proposed use:** (Non-Residential uses greater than 1.5 hectares in land area)

Official Community Plan	\$2,250.00 (plus advertising)
Zoning Bylaw	\$2,250.00 (plus advertising)
Combined Official Community Plan & Zoning Bylaw	\$3,000.00 (plus advertising)

Plus an additional \$100 for each 0.5 hectare or  
portion thereof in excess of 1.5 hectares

When a public hearing is required an additional \$1,200.00

**6. Payment Due:**

All fees, unless otherwise specified, are to be paid in full when the application is submitted.

**7. Advertising Cost:**

Advertising costs are costs incurred to give sufficient public notice for any public hearings or to provide notice when the requirement to hold a public hearing has been waived. These costs, as estimated by the Corporate Officer, are payable when the application is submitted. If the application is withdrawn prior to public notification, any funds received for advertising will be refunded.

**8. Mapping:**

When maps are required as attachments or schedules to the bylaws or for other purposes related to the application, the cost of producing and printing the maps will be the responsibility of the applicant. These costs, if incurred through the Regional District, are payable prior to the public hearing.

**9. Amendment to an Application:**

For all Official Community Plan and rezoning applications, an amendment after work has been undertaken on the application requires a new application and additional fee in the amount equal to 70% of the original application.

**10. Other fees:**

Fees for agencies such as the Agricultural Land Commission, legal services, professional consultation, and other expenses such as covenant registration and special travel arrangements for staff or consultants will be billed at cost and are payable upon receipt of invoice.

**11. Signage:**

The cost of signage to identify the subject property under application (section 5.11.2) is the responsibility of the applicant.

## Other Planning Fees

### Development Variance Permits

1.	One dwelling/auxiliary-use on a single parcel	\$ 600.00
2.	Signs (free standing) and no other structure	\$ 200.00
3.	Minor auxiliary structures, other than a sign or single parcel	\$ 600.00
4.	Other than above	\$1,000.00

### Development Permits

5.	Naturally hazardous area	\$ 400.00
6.	Environmentally sensitive area	\$ 400.00
7.	Form and character of commercial/industrial/ multi-family development *\$1.00/m <sup>2</sup> of floor area to a maximum of \$4,000	\$ 500.00
8.	Involving one or more variances	\$ 600.00
9.	Development Permit Amendments (i.e.: timeframe to complete work)	½ the applicable permit fee

### Other

10.	Strata Conversion of previously occupied dwelling	\$1,200.00
11.	Temporary Commercial or Industrial Permit	\$1,200.00 (plus advertising)
12.	Temporary Commercial or Industrial Permit Renewals	½ the applicable permit fee

### Board of Variance

13.	One dwelling/auxiliary-use on a single parcel	\$ 600.00
14.	Commercial/industrial/assembly or more than one residence	\$1,000.00

### Property Information Requests

15.	Initial informal review	no charge
16.	Comfort Letter	\$ 100.00
17.	Amendments to Legal Agreements in favour of SQCRD **plus cost of an legal expenses associated with the amendment	\$ 300.00 +**
18.	Pre application consultation	\$ 100.00 per hour
19.	Pre application site inspections	\$ 100.00 per hour

### Refunds

20.	Application withdrawn within 21 days	½ the applicable fee
21.	Official Community Plan / Zoning amendments before 1 <sup>st</sup> reading has been given	½ the applicable fee



**Publications**

- |     |                             |  |
|-----|-----------------------------|--|
| 22. | Zoning Bylaws               | \$ 5.00  |
| 23. | Official Community Plans    | \$10.00<br>\$20.00 in colour                   |
| 24. | Procedures Bylaw            | \$ 5.00  |
| 25. | Studies and other documents | \$0.10 per page<br>\$0.15 per page<br>(colour) |

**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT  
BYLAW NO. 552, 2013**

---

A Bylaw to amend the Regional District of Skeena-Queen Charlotte  
Emergency Program Service Establishing Bylaw No. 459

---

**WHEREAS** Bylaw No. 459 establishes a service to provide an emergency program under the *Emergency Program Act* for Electoral Areas D, E and F;

**AND WHEREAS** Electoral Area E requires additional funding in a given year for emergency program services while it is not required for Electoral Area D;

**AND WHEREAS** Electoral Area F has been incorporated into the Village of Queen Charlotte and is no longer a participant of this service;

**AND WHEREAS** the Board deems it advisable that a separate service be established for each of Electoral Areas D and E and, as such, Electoral Area E be removed from this service;

**AND WHEREAS** pursuant to Section 801.5 of the *Local Government Act*, as amended, the Directors of Electoral Areas D and E have given consent on behalf of the electors within the electoral participating areas to the adoption of this bylaw;

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

1. **Citation**

This Bylaw may be cited as the "Regional District of Skeena-Queen Charlotte Emergency Program Service Amendment Bylaw No. 552, 2013".

2. **The Service**

2.1 The Board hereby removes Electoral Area E from the service to provide an emergency program under the *Emergency Program Act*.

2.2 (a) That section 1 of Bylaw No. 459 be deleted and replaced with the following -

"Regional District Board hereby establishes a service to provide an emergency program under the *Emergency Program Act* within Electoral Area D."

(b) That section 2 of Bylaw No. 459 be deleted and replaced with the following:

"The boundaries of the service area are the boundaries of Electoral Area D only."

(c) That section 3 of Bylaw No. 459 be deleted and replaced with the following:

“The participants in the service established under section 2.2 of this bylaw are Electoral Area D.”

**READ A FIRST TIME**

this 18<sup>th</sup> day of January, 2013.

**READ A SECOND TIME**

this 18<sup>th</sup> day of January, 2013.

**READ A THIRD TIME**

this 18<sup>th</sup> day of January, 2013.

Received the approval of the Inspector of Municipalities this 14<sup>th</sup> day of February, 2013.

**FINALLY ADOPTED**

this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

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

\_\_\_\_\_  
J. Merrick  
Chief Administrative Officer

I hereby certify that this is a true copy of the “Skeena-Queen Charlotte Regional District Emergency Program Service Amendment Bylaw, No. 552”, as adopted by the Board of the Skeena-Queen Charlotte Regional District.

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

\_\_\_\_\_  
Date

**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT  
BYLAW NO. 553,2012**

---

A Bylaw to establish a service to provide an emergency program within Electoral Area E

---

**WHEREAS** pursuant to Section 801.5(2) as amended of the *Local Government Act*, the Director of Electoral Area E has given consent on behalf of the electors within the electoral participating area to the adoption of this bylaw;

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

1. **Citation**

This Bylaw may be cited as the "Skeena-Queen Charlotte Regional District Emergency Program (Electoral Area E) Service Establishing Bylaw No. 553".

2. **The Service**

2.1 The Board hereby establishes a service to provide an emergency program under the *Emergency Program Act* within Electoral Area E.

2.2 The boundaries of the service area are the boundaries of Electoral Area E.

2.3 The participants in the service established under section 2.2 of this bylaw are Electoral Area E.

2.4 The maximum amount of money that can be requisitioned annually under section 803 (1) (a) as amended of the *Local Government Act* for the service provided under section 2 of this bylaw shall not exceed .50 cents per thousand to be collected by a property value tax on the net taxable value of land and improvements for hospital purposes with the respective electoral areas.

**READ A FIRST TIME**

this 18<sup>th</sup> day of January, 2013.

**READ A SECOND TIME**

this 18<sup>th</sup> day of January, 2013.

**READ A THIRD TIME**

this 18<sup>th</sup> day of January, 2013.

Received the approval of the Inspector of Municipalities this 14<sup>th</sup> day of February, 2013.

**FINALLY ADOPTED**

this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

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

\_\_\_\_\_  
J. Merrick  
Chief Administrative Officer

I hereby certify that this is a true copy of the "Skeena-Queen Charlotte Regional District Emergency Program (Electoral Area E) Service Establishing Bylaw, No. 553", as adopted by the Board of the Skeena-Queen Charlotte Regional District.

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

\_\_\_\_\_  
Date

**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**

**BYLAW NO. 554, 2013**

---

A Bylaw to establish the Five-Year Financial Plan for the years 2013 to 2017

---

The Board of Directors of the Skeena-Queen Charlotte Regional District in open meeting assembled enacts as follows:

1. Schedule "A" attached hereto and made part of the bylaw is hereby adopted as the Five Year Financial Plan for the Skeena-Queen Charlotte Regional District for the years 2013 to 2017, inclusive.
2. This Bylaw may be cited as the "Skeena-Queen Charlotte Regional District Five-Year Financial Plan Bylaw No. 554, 2013".
3. Bylaw No. 542, cited as "Five-Year Financial Plan for Years 2012 – 2016, Bylaw No. 542, 2012" is hereby repealed.

**READ A FIRST TIME this** \_\_\_\_\_ day of \_\_\_\_\_, 2013.

**READ A SECOND TIME this** \_\_\_\_\_ day of \_\_\_\_\_, 2013.

**READ A THIRD TIME this** \_\_\_\_\_ day of \_\_\_\_\_, 2013.

**FINALLY ADOPTED this** \_\_\_\_\_ day of \_\_\_\_\_, 2013.

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B. Pages  
Chair

---

J. Merrick  
Chief Administrative Officer

**SKEENA-QUEEN CHARLOTTE RD**  
**Budget Department by Category**



**From Category:** 110 **To Category:** 951  
**Account Code:** ??-?-??-??-?? **To :** ??-?-??-??-??

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
<b>General Operating Fund</b>						
<b>General Revenue</b>						
<b>Administration</b>						
<b>01-1-110-5000</b>	Property Tax Requisitions	325,919	334,351	342,582	350,975	359,368
<b>01-1-110-5100</b>	Grant In Lieu Of Taxes	22,759	22,759	22,891	22,891	22,891
<b>01-1-110-5300</b>	RD Basic Grant	120,000	120,000	120,000	120,000	120,000
<b>01-1-110-5400</b>	Grants Unconditional	7,500	7,500	7,500	7,500	7,500
<b>01-1-110-6140</b>	Rental Revenue	2,400	2,400	2,400	2,400	2,400
<b>01-1-110-6660</b>	Investment Income	5,000	5,000	5,000	5,000	5,000
<b>01-1-110-7100</b>	Support Service Recovery	286,352	292,079	297,806	303,533	309,260
Total General Revenue		769,930	784,089	798,179	812,299	826,419
<b>01-3-110-7200</b>	Director Remuneration	82,756	84,830	86,900	88,960	91,030
<b>01-3-110-7210</b>	Director Benefits	3,060	3,140	3,210	3,290	3,370
<b>01-3-110-7220</b>	Director Travel	22,800	22,800	22,800	22,800	22,800
<b>01-3-110-7240</b>	Meeting Expenses	3,700	3,700	3,700	3,700	3,700
<b>01-3-110-7300</b>	Staff Salaries & Wages	386,875	396,570	406,220	415,890	425,550
<b>01-3-110-7310</b>	Payroll Overhead & Benefits	86,275	88,440	90,590	92,750	94,900
<b>01-3-110-7320</b>	Staff Travel	18,660	18,660	18,660	18,660	18,660
<b>01-3-110-7330</b>	Staff Training & Conferences	5,710	5,710	5,710	5,710	5,710
<b>01-3-110-7335</b>	Memberships	9,180	9,180	9,180	9,180	9,180
<b>01-3-110-7410</b>	Advertising & Promotions	1,000	1,000	1,000	1,000	1,000
<b>01-3-110-7430</b>	Bank Charges	1,275	1,275	1,275	1,275	1,275
<b>01-3-110-7440</b>	Postage	668	668	668	668	668
<b>01-3-110-7450</b>	Subscriptions	650	650	650	650	650
<b>01-3-110-7470</b>	Computer Maintenance	18,970	18,970	18,970	18,970	18,970
<b>01-3-110-7480</b>	Office Supplies	6,396	6,396	6,396	6,396	6,396
<b>01-3-110-7500</b>	Liability Insurance	8,225	8,225	8,225	8,225	8,225
<b>01-3-110-7610</b>	Telephone	6,060	6,060	6,060	6,060	6,060
<b>01-3-110-7620</b>	Email / Website	4,792	4,792	4,792	4,792	4,792
<b>01-3-110-7630</b>	Photo Copier	3,880	3,880	3,880	3,880	3,880
<b>01-3-110-7720</b>	Professional Fees	42,000	30,000	30,000	30,000	30,000
<b>01-3-110-7730</b>	Legal Services	4,250	4,250	4,250	4,250	4,250
<b>01-3-110-8010</b>	Building Insurance	450	450	450	450	450
<b>01-3-110-8020</b>	Utilities (Building)	5,895	6,040	6,190	6,340	6,500
<b>01-3-110-8030</b>	Building Maintenance	2,783	2,783	2,783	2,783	2,783
<b>01-3-110-8040</b>	Rent	47,600	47,600	47,600	47,600	47,600
<b>01-3-110-8050</b>	Janitorial	5,520	5,520	5,520	5,520	5,520
<b>01-3-110-8100</b>	Grants - Unconditional	3,750	2,500	2,500	2,500	2,500
<b>01-3-110-8800</b>	Prior Year (Surplus) / Deficit	-13,250	0	0	0	0



From Category: 110      To Category: 951  
Account Code: ??-?-???-????      To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
	Total General Expense	769,930	784,089	798,179	812,299	826,419
	Administration Surplus/(Deficit)	0	0	0	0	0
	Report Total -->	0	0	0	0	0





From Category: 110 To Category: 951  
Account Code: ??-?-??-???? To : ??-?-??-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
<b>General Operating Fund</b>						
<b>General Revenue</b>						
<b>Electoral Area Administration</b>						
01-1-120-5000	Property Tax Requisitions	104,624	107,180	109,744	112,299	114,853
01-1-120-5100	Grant In Lieu Of Taxes	5,575	5,575	5,575	5,575	5,575
01-1-120-5300	RD Basic Grant	80,000	80,000	80,000	80,000	80,000
Total General Revenue		190,199	192,755	195,319	197,874	200,428
01-3-120-7100	Support Services - EA Admin	56,230	57,355	58,479	59,604	60,728
01-3-120-7200	Director Remuneration	56,205	57,610	59,020	60,420	61,830
01-3-120-7210	Director Benefits	1,104	1,130	1,160	1,190	1,210
01-3-120-7220	Director Travel	27,820	27,820	27,820	27,820	27,820
01-3-120-7230	Director Conferences & Prof. Developmer	4,640	4,640	4,640	4,640	4,640
01-3-120-7240	Meeting Expenses	1,000	1,000	1,000	1,000	1,000
01-3-120-7320	Staff Travel	2,200	2,200	2,200	2,200	2,200
01-3-120-7335	Memberships	900	900	900	900	900
01-3-120-7480	Office Supplies	100	100	100	100	100
01-3-120-7730	Legal Services	5,000	5,000	5,000	5,000	5,000
01-3-120-8100	Grants to Other Organizations	35,000	35,000	35,000	35,000	35,000
Total General Expense		190,199	192,755	195,319	197,874	200,428
Electoral Area Administration Surplus/(Deficit)		0	0	0	0	0
Report Total -->		0	0	0	0	0



**From Category:** 110      **To Category:** 951  
**Account Code:** ??-?-???-????      **To :** ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
<b>General Operating Fund</b>						
<b>General Revenue</b>						
<b>Elections</b>						
<b>01-1-130-5000</b>	Property Tax Requisitions	5,000	5,000	5,000	5,000	5,000
<b>01-1-130-8200</b>	Transfer from Reserve - Elections	0	10,000	0	0	10,000
	Total General Revenue	5,000	15,000	5,000	5,000	15,000
<b>01-3-130-8400</b>	Contribution to Reserves	5,000	0	5,000	5,000	0
<b>01-3-130-8700</b>	Contingency	0	15,000	0	0	15,000
	Total General Expense	5,000	15,000	5,000	5,000	15,000
	Elections Surplus/(Deficit)	0	0	0	0	0
	<b>Report Total --&gt;</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



From Category: 110 To Category: 951  
Account Code: ??-?-???-???? To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
General Operating Fund						
General Revenue						
Grant-In-Aid - All						
01-1-170-5000	Property Tax Requisitions	2,241	2,241	2,241	2,241	2,241
01-1-170-5100	Grant In Lieu Of Taxes - Grant-In-Aid -	159	159	159	159	159
Total General Revenue		2,400	2,400	2,400	2,400	2,400
01-3-170-8100	Grants to Other Organizations	2,400	2,400	2,400	2,400	2,400
Total General Expense		2,400	2,400	2,400	2,400	2,400
Grant-In-Aid - All Surplus/(Deficit)		0	0	0	0	0
Report Total -->		0	0	0	0	0



From Category: 110      To Category: 951  
Account Code: ??-?-???-????      To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
General Operating Fund						
General Revenue						
Grant-In-Aid - Area A						
01-1-171-5000	Property Tax Requisitions - Grant-In-Aid	660	660	660	660	660
	Total General Revenue	660	660	660	660	660
01-3-171-8100	Grantst to Other Organizations	660	660	660	660	660
	Total General Expense	660	660	660	660	660
	Grant-In-Aid - Area A Surplus/(Deficit)	0	0	0	0	0
	Report Total -->	0	0	0	0	0

SKEENA-QUEEN CHARLOTTE RD  
Budget Department by Category



From Category: 110      To Category: 951  
Account Code: ??-?-???-????      To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
General Operating Fund						
General Revenue						
Grant-In-Aid - Area C						
	Grant-In-Aid - Area C Surplus/(Deficit)	0	0	0	0	0
-----						
	Report Total -->	0	0	0	0	0



From Category: 110      To Category: 951  
Account Code: ??-?-???-????      To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
General Operating Fund						
General Revenue						
Grant-In Aid - Area D						
01-1-173-5000	Property Tax Requisitions - Grant-In Aid	500	500	500	500	500
	Total General Revenue	500	500	500	500	500
01-3-173-8100	Grants to Other Organizations	500	500	500	500	500
	Total General Expense	500	500	500	500	500
	Grant-In Aid - Area D Surplus/(Deficit)	0	0	0	0	0
	Report Total -->	0	0	0	0	0



From Category: 110      To Category: 951  
Account Code: ??-?-???-????      To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
General Operating Fund						
General Revenue						
Grant-In-Aid - Area E						
01-1-174-5000	Property Tax Requisition	4,000	4,000	4,000	4,000	4,000
	Total General Revenue	4,000	4,000	4,000	4,000	4,000
01-3-174-8100	Grants to Other Organizations	4,000	4,000	4,000	4,000	4,000
	Total General Expense	4,000	4,000	4,000	4,000	4,000
	Grant-In-Aid - Area E Surplus/(Deficit)	0	0	0	0	0
	Report Total -->	0	0	0	0	0



From Category: 110      To Category: 951  
Account Code: ??-?-???-????      To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
General Operating Fund						
General Revenue						
Member Municipality Debt						
01-1-190-6810	MM Debt Recovery	1,387,244	1,387,244	1,375,869	1,308,701	734,126
	Total General Revenue	1,387,244	1,387,244	1,375,869	1,308,701	734,126
01-3-190-8210	Interest on Debenture Debt	808,261	808,261	796,886	737,521	417,645
01-3-190-8220	Principal on Debenture Debt	578,983	578,983	578,983	571,180	316,481
	Total General Expense	1,387,244	1,387,244	1,375,869	1,308,701	734,126
	Member Municipality Debt Surplus/(Deficit)	0	0	0	0	0
77	Report Total -->	0	0	0	0	0





From Category: 110      To Category: 951  
Account Code: ??-?-???-????      To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
<b>General Operating Fund</b>						
<b>General Revenue</b>						
<b>Sandspit Fire</b>						
01-1-210-5000	Property Tax Requisitions	27,500	27,500	27,500	27,500	27,500
01-1-210-5100	Grant In Lieu Of Taxes	1,400	1,400	1,400	1,400	1,400
Total General Revenue		28,900	28,900	28,900	28,900	28,900
01-3-210-7100	Support Services - Sandspit Fire	2,818	2,874	2,931	2,987	3,043
01-3-210-7810	Insurance - Sandspit Fire	120	120	120	120	120
01-3-210-7850	Permits and Licences	150	150	150	150	150
01-3-210-8100	Grants to Other Organizations	25,812	25,756	25,699	25,643	25,587
Total General Expense		28,900	28,900	28,900	28,900	28,900
Sandspit Fire Surplus/(Deficit)		0	0	0	0	0
Report Total -->		0	0	0	0	0

SKEENA-QUEEN CHARLOTTE RD  
Budget Department by Category



From Category: 110      To Category: 951  
Account Code: ??-?-???-????      To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
General Operating Fund						
General Revenue						
Emergency Program - A & C						
01-1-220-5000	Property Tax Recquisition	5,000	5,000	5,000	5,000	5,000
	Total General Revenue	5,000	5,000	5,000	5,000	5,000
01-3-220-8700	Contingency	10,000	5,000	5,000	5,000	5,000
01-3-220-8800	Prior Year (Surplus) / Deficit	-5,000	0	0	0	0
	Total General Expense	5,000	5,000	5,000	5,000	5,000
	Emergency Program - A & C Surplus/(Deficit)	0	0	0	0	0
	Report Total -->	0	0	0	0	0



From Category: 110      To Category: 951  
Account Code: ??-?-???-????      To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
General Operating Fund						
General Revenue						
Emergency Program - D & E						
Emergency Program - D & E Surplus/(Deficit)		0	0	0	0	0
-----						
Report Total -->		0	0	0	0	0



From Category: 110      To Category: 951  
Account Code: ??-?-???-????      To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
General Operating Fund						
General Expense						
Emergency Program Area D						
01-3-227-8700	Contingency	24,200	0	0	0	0
01-3-227-8800	Prior Year (surplus)/ Deficit	-24,200	0	0	0	0
Emergency Program Area D Surplus/(Deficit)		0	0	0	0	0
-----						
Report Total -->		0	0	0	0	0



From Category: 110      To Category: 951  
Account Code: ??-?-???-????      To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
General Operating Fund						
General Revenue						
Emergency Program Area E						
01-1-229-5000	Property Tax Requisition	10,000	0	0	0	0
	Total General Revenue	10,000	0	0	0	0
01-3-229-8100	Grants to Other Organizations	20,000	0	0	0	0
01-3-229-8700	Contingency	3,521	0	0	0	0
01-3-229-8800	Prior Year (surplus)/ Deficit	-13,521	0	0	0	0
	Total General Expense	10,000	0	0	0	0
	Emergency Program Area E Surplus/(Deficit)	0	0	0	0	0
Report Total -->						
		0	0	0	0	0

**SKEENA-QUEEN CHARLOTTE RD**  
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Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
<b>General Operating Fund</b>						
<b>General Revenue</b>						
<b>ISW - General</b>						
<b>01-1-310-5000</b>	Property Tax Requisitions	140,000	140,000	140,000	140,000	140,000
<b>01-1-310-5100</b>	Grant In Lieu Of Taxes	11,251	11,251	11,251	11,251	11,251
<b>01-1-310-6010</b>	User Fees - ISW	128,736	128,736	128,736	128,736	128,736
<b>01-1-310-6011</b>	User Fees - ISW Band Contract	147,600	147,600	147,600	147,600	147,600
<b>01-1-310-6013</b>	User Fees - ISW Municipalities	348,192	348,192	348,192	348,192	348,192
<b>01-1-310-6015</b>	Contribution in Lieu of Taxes - Band Agr	51,000	51,000	51,000	51,000	51,000
<b>01-1-310-6095</b>	Discounts for Early Payment	-6,500	-6,500	-6,500	-6,500	-6,500
<b>01-1-310-6999</b>	Required Revenue (Budgeting Purposes)	0	0	0	0	3,552
Total General Revenue		820,279	820,279	820,279	820,279	823,831
<b>01-3-310-7100</b>	Support Services - ISW Gen	84,055	85,736	87,417	89,098	90,779
<b>01-3-310-7300</b>	Staff Salaries and Wages (ISW General)	10,439	10,700	10,960	11,220	12,630
<b>01-3-310-7310</b>	Payroll OH & Benefits - ISW General	2,401	2,460	2,520	2,580	2,640
<b>01-3-310-7320</b>	Staff Travel	1,500	1,500	1,500	1,500	1,500
<b>01-3-310-7330</b>	Staff Training & Conferences	500	500	500	500	500
<b>01-3-310-7440</b>	Postage	2,310	2,310	2,310	2,310	2,310
<b>01-3-310-7460</b>	Collection Handling Charge	14,600	14,600	14,600	14,600	14,600
<b>01-3-310-7470</b>	Computer Maintenance	500	500	500	500	500
<b>01-3-310-7480</b>	Office Supplies	300	300	300	300	300
<b>01-3-310-7610</b>	Telephone	3,000	3,000	3,000	3,000	3,000
<b>01-3-310-7620</b>	Email / Website	900	900	900	900	900
<b>01-3-310-8400</b>	Contribution to Reserves	31,496	48,771	15,370	15,928	0
<b>01-3-310-8800</b>	Prior Year (Surplus) / Deficit	-93,000	0	0	0	0
Total General Expense		59,001	171,277	139,877	142,436	129,659
ISW - General Surplus/(Deficit)		761,278	649,002	680,402	677,843	694,172
<b>Report Total --&gt;</b>		<b>761,278</b>	<b>649,002</b>	<b>680,402</b>	<b>677,843</b>	<b>694,172</b>



From Category: 110 To Category: 951  
Account Code: ??-?-??-???? To : ??-?-??-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
<b>General Operating Fund</b>						
<b>General Revenue</b>						
<b>ISW - Recycling</b>						
01-1-311-6130	ISW REC Commercial Charges (Pick Ups	13,000	13,000	13,000	13,000	13,000
01-1-311-6150	ISW REC - White Goods	9,600	9,600	9,600	9,600	9,600
01-1-311-6160	ISW Recycling Agreements	4,000	4,000	4,000	4,000	4,000
01-1-311-6210	Sale of Materials	900	0	0	0	0
Total General Revenue		27,500	26,600	26,600	26,600	26,600
01-3-311-7300	Staff Salaries & Wages - ISW Recycling	55,176	56,567	57,947	59,168	60,697
01-3-311-7310	Payroll OH & Benefits- ISW Recycling	16,656	17,070	17,490	17,910	18,320
01-3-311-7410	Advertising & Promotions	1,000	1,000	1,000	1,000	1,000
01-3-311-7700	Contract Services	27,600	27,600	27,600	27,600	27,600
01-3-311-7820	Freight / Transportation	2,000	2,000	2,000	2,000	2,000
01-3-311-7821	Recycling Hauling	14,340	14,340	14,340	14,340	14,340
01-3-311-7860	Utilities	700	720	740	810	770
01-3-311-7870	Repairs and Maintenance - Site / Fac	3,000	3,000	3,000	3,000	3,000
01-3-311-7880	Supplies	2,000	2,000	2,000	2,000	2,000
01-3-311-7910	Vehicle Insurance	2,050	2,050	2,050	2,050	2,050
01-3-311-7920	Fuel and Lubricants	12,000	12,300	12,600	12,900	13,200
01-3-311-7930	Repairs and Maintenance - Vehicles and E	2,500	2,500	2,500	2,500	2,500
01-3-311-8010	Building Insurance - ISW - Recycling	750	750	750	750	750
01-3-311-8030	Building Maintenance - ISW - Recycling	500	0	0	0	0
Total General Expense		140,272	141,897	144,017	146,028	148,227
ISW - Recycling Surplus/(Deficit)		-112,772	-115,297	-117,417	-119,428	-121,627
Report Total -->		648,506	533,705	562,985	558,415	572,545

SKEENA-QUEEN CHARLOTTE RD  
Budget Department by Category



From Category: 110 To Category: 951  
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Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
<b>General Operating Fund</b>						
<b>Capital revenue</b>						
<b>ISW - Hauling</b>						
01-2-313-6900	Debt Proceeds	81,000	0	0	0	0
Total Capital revenue		81,000	0	0	0	0
01-3-313-7300	Staff Salaries & Wages - ISW Hauling	40,131	41,130	42,150	43,150	44,140
01-3-313-7310	Payroll OH & Benefits - ISW Hauling	9,230	9,700	10,170	9,920	10,150
01-3-313-7820	Freight / Transportation	2,500	2,500	2,500	2,500	2,500
01-3-313-7870	Repairs and Maintenance - Site / Fac	3,000	3,000	3,000	3,000	3,000
01-3-313-7910	Vehicle Insurance	1,650	1,650	1,650	1,650	1,650
01-3-313-7920	Fuel and Lubricants	22,000	22,550	23,100	23,650	24,200
01-3-313-7930	Vehicle Repairs & Maintenance	6,000	6,000	6,000	6,000	6,000
01-3-313-8240	Lease Principal	18,900	18,900	18,900	18,900	18,900
Total General Expense		103,411	105,430	107,470	108,770	110,540
01-4-313-9100	Capital Purchase - Vehicles	162,000	0	0	0	0
Total Capital Expense		162,000	0	0	0	0
ISW - Hauling Surplus/(Deficit)		-184,411	-105,430	-107,470	-108,770	-110,540
Report Total -->		464,095	428,275	455,515	449,645	462,005





From Category: 110      To Category: 951  
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Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
<b>General Operating Fund</b>						
<b>General Expense</b>						
<b>ISW - Transfer Station</b>						
01-3-315-7300	Staff Salaries & Wages - ISW Transfer St	46,643	47,810	48,970	50,160	51,310
01-3-315-7310	Payroll OH & Benefits - ISW Transfer Stn	10,728	11,000	11,260	11,530	11,800
01-3-315-7700	Contract Services	8,500	8,500	8,500	8,500	8,500
01-3-315-7870	Repairs and Maintenance - Site / Fac	5,000	5,000	5,000	5,000	5,000
Total General Expense		70,871	72,310	73,730	75,190	76,610
01-4-315-9500	Capital Purchase - Minor Equipment	24,000	0	24,000	0	24,000
Total Capital Expense		24,000	0	24,000	0	24,000
ISW - Transfer Station Surplus/(Deficit)		-94,871	-72,310	-97,730	-75,190	-100,610
Report Total -->		369,224	355,965	357,785	374,455	361,395

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Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
<b>General Operating Fund</b>						
<b>General Revenue</b>						
<b>ISW - Landfill</b>						
<b>01-1-317-6200</b>	Tipping Fees	54,000	54,000	54,000	54,000	54,000
<b>01-1-317-6220</b>	Commercial Charges	6,200	6,200	6,200	6,200	6,200
Total General Revenue		60,200	60,200	60,200	60,200	60,200
<b>01-3-317-7300</b>	Staff Salaries & Wages - ISW Landfill	48,544	49,760	50,960	52,190	53,410
<b>01-3-317-7310</b>	Payroll OH & Benefits - ISW Landfill	11,165	11,440	11,720	12,000	12,280
<b>01-3-317-7410</b>	Advertising & Promotions	1,000	1,000	1,000	1,000	1,000
<b>01-3-317-7490</b>	Safety Supplies - ISW - Landfill	500	500	500	500	500
<b>01-3-317-7700</b>	Contract Services	18,500	3,500	3,500	18,500	3,500
<b>01-3-317-7720</b>	Professional Fees	7,500	7,500	7,500	7,500	7,500
<b>01-3-317-7840</b>	Monitoring and Lab Testing	13,000	13,000	13,000	13,000	13,000
<b>01-3-317-7860</b>	Utilities	700	740	780	810	850
<b>01-3-317-7870</b>	Repairs and Maintenance - Site / Fac	1,000	1,000	1,000	1,000	1,000
<b>01-3-317-7880</b>	Supplies	3,500	3,500	3,500	3,500	3,500
<b>01-3-317-7899</b>	Landfill Closure Costs	62,000	62,000	62,000	62,000	62,000
<b>01-3-317-7920</b>	Fuel and Lubricants	7,500	7,500	7,500	7,500	7,500
<b>01-3-317-7930</b>	Repairs and Maintenance - Vehicle & Equ	2,500	2,500	2,500	2,500	2,500
<b>01-3-317-8010</b>	Building Insurance	1,350	1,350	1,350	1,350	1,350
<b>01-3-317-8030</b>	Building Maintenance	500	500	500	500	500
<b>01-3-317-8220</b>	Principal on Debenture Debt	17,850	17,850	17,850	17,850	17,850
<b>01-3-317-8230</b>	Lease Interest	2,200	2,200	2,200	2,200	2,200
<b>01-3-317-8240</b>	Lease Principal	36,500	36,500	36,500	36,500	36,500
Total General Expense		235,809	222,340	223,860	240,400	226,940
ISW - Landfill Surplus/(Deficit)		-175,609	-162,140	-163,660	-180,200	-166,740
<b>Report Total --&gt;</b>		<b>193,615</b>	<b>193,825</b>	<b>194,125</b>	<b>194,255</b>	<b>194,655</b>



From Category: 110 To Category: 951  
Account Code: ??-?-??-???? To : ??-?-??-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
General Operating Fund						
General Revenue						
ISW - Collection						
01-3-319-7300	Staff Salaries & Wages - ISW Collection	6,959	7,130	7,310	7,480	7,660
01-3-319-7310	Payroll OH & Benefits - ISW Collection	1,601	1,640	1,760	1,720	1,940
01-3-319-7710	Contracts - Operations	185,055	185,055	185,055	185,055	185,055
Total General Expense		193,615	193,825	194,125	194,255	194,655
ISW - Collection Surplus/(Deficit)		-193,615	-193,825	-194,125	-194,255	-194,655
Report Total -->		0	0	0	0	0

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**Budget Department by Category**



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Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
<b>General Operating Fund</b>						
<b>General Revenue</b>						
<b>Regional (Mainland) Recycling</b>						
01-1-340-5000	Property Tax Requisitions	214,213	218,252	228,201	239,451	248,181
01-1-340-5100	Grant In Lieu Of Taxes	11,166	11,166	11,166	11,166	11,166
01-1-340-6100	Sale of Services	7,000	7,000	7,000	7,000	7,000
01-1-340-6110	Processing	135,000	135,000	135,000	135,000	135,000
01-1-340-6120	Sale of Materials	153,108	153,108	153,108	153,108	153,108
01-1-340-6130	Commercial Charges	17,000	17,000	17,000	17,000	17,000
01-1-340-6135	Other Commercial Charges	1,200	1,200	1,200	1,200	1,200
01-1-340-6140	Rental Revenue	17,700	17,700	17,700	17,700	17,700
01-1-340-6150	Bulk Recycling	32,000	32,000	32,000	32,000	32,000
01-1-340-6160	Recycling Agreements	20,100	20,100	20,100	20,100	20,100
	<b>Total General Revenue</b>	<b>608,487</b>	<b>612,526</b>	<b>622,475</b>	<b>633,725</b>	<b>642,455</b>
01-2-340-8410	Transfer from Reserve	10,000	0	0	0	0
	<b>Total Capital revenue</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
01-3-340-7100	Support Services - Mainland Recycling	73,484	74,954	76,423	77,893	79,363
01-3-340-7150	Internal Recovery (ISW-RR)	900	900	900	900	900
01-3-340-7300	Staff Salaries & Wages	239,026	239,280	245,460	251,660	257,900
01-3-340-7310	Payroll Overhead & Benefits	61,486	63,130	64,780	66,430	68,070
01-3-340-7320	Staff Travel	5,000	5,000	5,000	5,000	5,000
01-3-340-7330	Staff Training & Conferences	645	645	645	645	645
01-3-340-7335	Memberships	1,175	1,175	1,175	1,175	1,175
01-3-340-7410	Advertising & Promotions	2,200	2,200	2,200	2,200	2,200
01-3-340-7440	Postage/ Courier	500	500	500	500	500
01-3-340-7470	Computer Maintenance	1,500	1,500	1,500	1,500	1,500
01-3-340-7480	Office Supplies	1,300	1,300	1,300	1,300	1,300
01-3-340-7490	Safety Supplies	1,500	1,500	1,500	1,500	1,500
01-3-340-7610	Telephone	3,420	3,420	3,420	3,420	3,420
01-3-340-7620	Email / Website	1,000	1,000	1,000	1,000	1,000
01-3-340-7820	Freight / Transportation	79,000	79,000	79,000	79,000	79,000
01-3-340-7830	Disposal / Tipping Charges	4,040	4,040	4,040	4,040	4,040
01-3-340-7835	Material Purchases - Reg Recycling	2,500	2,500	2,500	2,500	2,500
01-3-340-7860	Regional Recycling Utilities	15,800	16,200	16,590	18,260	17,380
01-3-340-7870	Repairs and Maintenance - Site / Fac	6,000	6,000	6,000	6,000	6,000
01-3-340-7880	Shop Supplies	6,000	6,000	6,000	6,000	6,000
01-3-340-7885	Small Tools and Minor Equip. Purchases	500	500	500	500	500
01-3-340-7910	Vehicle Insurance	1,000	1,000	1,000	1,000	1,000
01-3-340-7920	Fuel and Lubricants	10,500	10,770	11,030	11,290	11,550



From Category: 110      To Category: 951  
Account Code: ??-?-???-????      To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
01-3-340-7930	Repairs and Maintenance - Vehicle & Equ	13,000	13,000	13,000	13,000	13,000
01-3-340-8010	Building Insurance	7,100	7,100	7,100	7,100	7,100
01-3-340-8210	Interest on Debenture Debt	17,720	1	1	1	1
01-3-340-8220	Principal on Debenture Debt	12,097	29,817	29,817	29,817	29,817
01-3-340-8230	Lease Interest	1	1	1	1	1
01-3-340-8240	Lease Principal	20,093	20,093	20,093	20,093	20,093
01-3-340-8400	Contribution to Reserves	20,000	20,000	20,000	20,000	20,000
Total General Expense		608,487	612,526	622,475	633,725	642,455
01-4-340-9950	Building - Regional Recycling	10,000	0	0	0	0
Total Capital Expense		10,000	0	0	0	0
Regional (Mainland) Recycling Surplus/(Deficit)		0	0	0	0	0
Report Total -->		0	0	0	0	0

# SKEENA-QUEEN CHARLOTTE RD

## Budget Department by Category



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From Category: 110 To Category: 951  
 Account Code: ??-?-???-???? To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
<b>General Operating Fund</b>						
<b>General Revenue</b>						
<b>Rural Land Use Planning</b>						
01-1-510-5000	Property Tax Requisitions	40,952	41,298	41,769	42,241	42,712
01-1-510-5100	Grant In Lieu Of Taxes	2,211	2,337	2,337	2,337	2,337
01-1-510-6100	Planning Fees	19,000	19,000	19,000	19,000	19,000
Total General Revenue		62,163	62,635	63,106	63,578	64,049
01-3-510-7100	Support Services - Rural Planning	25,163	25,635	26,106	26,578	27,049
01-3-510-7240	Meeting Expense	1,000	1,000	1,000	1,000	1,000
01-3-510-7320	Staff Travel - Planning	3,000	3,000	3,000	3,000	3,000
01-3-510-7410	Advertising and Promotions	1,000	1,000	1,000	1,000	1,000
01-3-510-7700	Contract Services	26,369	13,600	13,600	13,600	13,600
01-3-510-7720	Professional Fees	15,000	15,000	15,000	15,000	15,000
01-3-510-7730	Legal services	3,400	3,400	3,400	3,400	3,400
01-3-510-8800	Prior Year (Surplus) / Deficit	-12,769	0	0	0	0
Total General Expense		62,163	62,635	63,106	63,578	64,049
Rural Land Use Planning Surplus/(Deficit)		0	0	0	0	0
<b>Report Total --&gt;</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

SKEENA-QUEEN CHARLOTTE RD  
Budget Department by Category



From Category: 110      To Category: 951  
Account Code: ??-?-???-????      To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
General Operating Fund						
General Revenue						
Economic Development						
01-1-570-5000	Property Tax Requisitions	1,563	1,591	1,624	1,657	1,690
01-1-570-5100	Grant In Lieu Of Taxes	81	86	86	86	86
01-1-570-5400	Grants - Conditional	35,000	35,000	35,000	35,000	35,000
Total General Revenue		36,644	36,677	36,710	36,743	36,776
01-3-570-7100	Support Services - Econ. Dev.	1,644	1,677	1,710	1,743	1,776
01-3-570-8100	Grants to Other Organizations	35,000	35,000	35,000	35,000	35,000
Total General Expense		36,644	36,677	36,710	36,743	36,776
Economic Development Surplus/(Deficit)		0	0	0	0	0
Report Total -->		0	0	0	0	0



From Category: 110 To Category: 951  
Account Code: ??-?-???-???? To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
General Operating Fund						
General Revenue						
PR & Regional Archives						
01-1-710-5000	Property Tax Requisitions	69,042	69,084	69,126	69,168	69,210
01-1-710-5100	Grant In Lieu Of Taxes	3,957	3,957	3,957	3,957	3,957
Total General Revenue		72,999	73,041	73,083	73,125	73,167
01-3-710-7100	Support Services - PR & Reg. Archives	2,099	2,141	2,183	2,225	2,267
01-3-710-8100	Grants to Other Organizations	70,900	70,900	70,900	70,900	70,900
Total General Expense		72,999	73,041	73,083	73,125	73,167
PR & Regional Archives Surplus/(Deficit)		0	0	0	0	0
Report Total -->		0	0	0	0	0





From Category: 110 To Category: 951  
Account Code: ??-?-???-???? To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
General Operating Fund						
General Revenue						
North Pacific Cannery						
01-1-715-5000	Property Tax Requisitions	97,609	97,609	97,609	97,609	97,609
01-1-715-5100	Grant In Lieu Of Taxes	4,490	4,490	4,490	4,490	4,490
Total General Revenue		102,099	102,099	102,099	102,099	102,099
01-3-715-7100	Support Services - N. Pacific Cannery	2,099	2,099	2,099	2,099	2,099
01-3-715-8100	Grants to Other Organizations	100,000	100,000	100,000	100,000	100,000
Total General Expense		102,099	102,099	102,099	102,099	102,099
North Pacific Cannery Surplus/(Deficit)		0	0	0	0	0
Report Total -->		0	0	0	0	0



From Category: 110 To Category: 951  
Account Code: ??-?-???-???? To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
General Operating Fund						
General Revenue						
HG Museum						
01-1-720-5000	Property Tax Requisitions	61,393	61,447	61,372	61,425	61,479
01-1-720-5100	Grant In Lieu Of Taxes	5,295	5,295	5,424	5,424	5,424
Total General Revenue		66,688	66,742	66,796	66,849	66,903
01-3-720-7100	Support Services - QCI Museum	2,688	2,742	2,796	2,849	2,903
01-3-720-8100	Grants to Other Organizations	64,000	64,000	64,000	64,000	64,000
Total General Expense		66,688	66,742	66,796	66,849	66,903
HG Museum Surplus/(Deficit)		0	0	0	0	0
Report Total -->		0	0	0	0	0



From Category: 110      To Category: 951  
Account Code: ??-?-???-????      To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
<b>General Operating Fund</b>						
<b>General Revenue</b>						
<b>Vancouver Island Regional Library</b>						
01-1-725-5000	Property Tax Requisitions	39,056	38,944	38,986	39,028	39,070
01-1-725-5100	Grant In Lieu Of Taxes	1,733	1,887	1,887	1,887	1,887
Total General Revenue		40,789	40,831	40,873	40,915	40,957
01-3-725-7100	Support Services - VIR Library	2,099	2,141	2,183	2,225	2,267
01-3-725-8100	Grants to Other Organizations	38,690	38,690	38,690	38,690	38,690
Total General Expense		40,789	40,831	40,873	40,915	40,957
Vancouver Island Regional Library Surplus/(Deficit		0	0	0	0	0
Report Total -->		0	0	0	0	0



From Category: 110 To Category: 951  
Account Code: ??-?-???-???? To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
<b>General Operating Fund</b>						
<b>General Revenue</b>						
<b>Haida Gwaii Recreation</b>						
01-1-730-5000	Property Tax Requisitions	104,327	107,284	110,327	110,370	113,403
01-1-730-5100	Grant In Lieu Of Taxes	8,288	8,489	8,489	8,489	8,489
Total General Revenue		112,615	115,773	118,816	118,859	121,892
01-3-730-7100	Support Services - HG Recreation	9,653	9,846	10,039	10,232	10,425
01-3-730-7300	Staff Salaries & wages	28,234	43,180	44,240	45,290	46,340
01-3-730-7310	Benefits	9,981	12,100	12,390	12,690	12,980
01-3-730-8100	Grants to Other Organizations	64,747	50,647	52,147	50,647	52,147
Total General Expense		112,615	115,773	118,816	118,859	121,892
97	Haida Gwaii Recreation Surplus/(Deficit)	0	0	0	0	0
Report Total -->		0	0	0	0	0



From Category: 110      To Category: 951  
Account Code: ??-?-???-????      To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
General Operating Fund						
General Revenue						
Mainland Recreation Area 'A'						
01-1-751-5000	Property Tax Requisitions	5,384	5,384	5,384	5,384	5,384
01-1-751-5100	Grant in Lieu of Taxes	111	111	111	111	111
Total General Revenue		5,495	5,495	5,495	5,495	5,495
01-3-751-8100	Grants to Other Organizations	5,495	5,495	5,495	5,495	5,495
Total General Expense		5,495	5,495	5,495	5,495	5,495
Mainland Recreation Area 'A' Surplus/(Deficit)		0	0	0	0	0
99	Report Total -->	0	0	0	0	0



From Category: 110      To Category: 951  
Account Code: ??-?-???-????      To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
<b>General Operating Fund</b>						
<b>General Revenue</b>						
<b>Mainland Recreation Area 'C'</b>						
01-1-752-5000	Property Tax Requisitions	6,128	6,128	6,128	6,128	6,128
01-1-752-5100	Grant in Lieu of Taxes	112	112	112	112	112
Total General Revenue		6,240	6,240	6,240	6,240	6,240
01-3-752-8010	Building Insurance	2,235	2,235	2,235	2,235	2,235
01-3-752-8100	Grants to other organizations	4,005	4,005	4,005	4,005	4,005
Total General Expense		6,240	6,240	6,240	6,240	6,240
Mainland Recreation Area 'C' Surplus/(Deficit)		0	0	0	0	0
Report Total -->		0	0	0	0	0



From Category: 110 To Category: 951  
Account Code: ??-?-???-???? To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
<b>Water Operating</b>						
<b>General Revenue</b>						
<b>Sandspit Water</b>						
02-1-810-5200	Parcel Tax	46,800	46,800	46,800	46,800	46,800
02-1-810-6020	User Fees - Sandspit Water	48,000	48,000	48,000	48,000	48,000
Total General Revenue		94,800	94,800	94,800	94,800	94,800
02-3-810-7100	Administration Recovery	24,146	24,629	25,112	25,595	26,078
02-3-810-7410	Advertising & Promotions	250	250	250	250	250
02-3-810-7440	Postage - Sandpit Water	520	520	520	520	520
02-3-810-7480	Office Supplies - Sandpit Water	125	125	125	125	125
02-3-810-7720	Professional Fees	5,000	5,000	5,000	5,000	5,000
02-3-810-7730	Legal Services	1,000	1,000	1,000	1,000	1,000
02-3-810-7850	Permits and Licences	770	770	770	770	770
02-3-810-7860	Utilities	6,500	6,660	6,830	6,990	7,150
02-3-810-8010	Building Insurance	900	920	920	920	920
02-3-810-8100	Grants to Other Organizations	55,413	52,661	52,661	52,661	52,661
02-3-810-8400	Contribution to Reserves	3,588	2,265	1,612	969	326
02-3-810-8800	Prior Year (Surplus) / Deficcit	-3,412	0	0	0	0
Total General Expense		94,800	94,800	94,800	94,800	94,800
Sandspit Water Surplus/(Deficit)		0	0	0	0	0
Report Total -->		0	0	0	0	0

**SKENA-QUEEN CHARLOTTE RD**  
**Budget Department by Category**



**From Category:** 110      **To Category:** 951  
**Account Code:** ??-?-???-????      **To :** ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
<b>General Operating Fund</b>						
<b>General Revenue</b>						
<b>Feasibility Studies</b>						
<b>01-1-901-5000</b>	Property Tax Requisitions	4,757	4,757	4,757	4,757	4,757
<b>01-1-901-5100</b>	Grant In Lieu Of Taxes	243	243	243	243	243
	Total General Revenue	5,000	5,000	5,000	5,000	5,000
<b>01-3-901-8400</b>	Contribution to Reserves	5,000	5,000	5,000	5,000	5,000
	Total General Expense	5,000	5,000	5,000	5,000	5,000
	Feasibility Studies Surplus/(Deficit)	0	0	0	0	0
	<b>Report Total --&gt;</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>





From Category: 110 To Category: 951  
Account Code: ??-?-???-???? To : ??-?-???-????

Account Code	Account Description	2013 Adopted Budget	2014 Financial Plan	2015 Financial Plan	2016 Financial Plan	2017 Financial Plan
General Operating Fund						
General Revenue						
Oona River Telephone						
01-1-950-5000	Property Tax Requisitions	4,000	4,000	425	0	0
	Total General Revenue	4,000	4,000	425	0	0
01-3-950-7100	Support Services - Oona River Telephone	175	175	975	0	0
01-3-950-8210	Interest on Debenture Debt	945	945	-550	0	0
01-3-950-8220	Principal on Debenture Debt	2,880	2,880	0	0	0
	Total General Expense	4,000	4,000	425	0	0
	Oona River Telephone Surplus/(Deficit)	0	0	0	0	0
	Report Total -->	0	0	0	0	0