



**SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT**  
**REGULAR BOARD MEETING AMENDED AGENDA**  
100 1<sup>st</sup> Avenue East, Prince Rupert, B.C.  
Friday, August 8, 2014 at 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 Board held June 21, 2014	Pg 1-12
3.2	<p>Rise and Report <i>(to be read by Chair – no motion required)</i></p> <p>MOVED by Director Gould, SECONDED by Director Racz, that the Board receives the staff report “Queen Charlotte Recycling Depot”;</p> <p>AND THAT the Board supports the enhanced operating hours and changed location of the Recycling Depot in Queen Charlotte as detailed in the report;</p> <p>AND THAT staff be authorized to enter into an agreement with Tickers for use of their indoor facility for \$2,500 per month for a one year term with an option to renew for an additional year;</p> <p>AND FURTHER THAT staff take steps to amend the regulation bylaw to include a fee for commercial recycling services.</p> <p>IC039-2014 <span style="float: right;">CARRIED</span></p> <p>MOVED by Director Nobels, SECONDED by Director Franzen, that the correspondence from the City of Prince Rupert regarding their appointment to the Mainland Solid Waste Management Committee be received;</p> <p>AND THAT the Board appoints Richard Pucci to the Mainland Solid Waste Management Committee as a representative of the City of Prince Rupert.</p> <p>IC040-2014 <span style="float: right;">CARRIED</span></p> <p>MOVED by Director Nobels, SECONDED by Director Ashley, that the 2014-2024 Community Works Fund Agreement from the Union of B.C. Municipalities be received;</p> <p>AND THAT the Chair and Corporate Officer of the Skeena-Queen Charlotte Regional District be authorized to sign the 2014-2024 Community Works Fund Agreement.</p> <p>IC041-2014 <span style="float: right;">CARRIED</span></p>	

<p>MOVED by Director Ashley, SECONDED by Director Nobels, that a letter be sent to the Union of B.C. Municipalities expressing the Board's concern regarding the requirement under Section 6.1.B. in the 2014-2024 Community Works Fund Agreement that the funds be treated as federal contribution to infrastructure programs, as this is viewed as another form of downloading to local governments.</p> <p>AND THAT a copy of the letter be sent to Nathan Cullen, MP Skeena-Bulkley Valley.</p> <p>IC042-2014</p> <p>CARRIED</p>	
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#### 4. STANDING COMMITTEE/COMMISSION MINUTES – BUSINESS ARISING

4.1	Haida Gwaii Regional Recreation Commission – Annual General Meeting Minutes of May 22, 2014	Pg 13-22
4.2	Haida Gwaii Regional Recreation Commission Society – Annual General Meeting of May 22, 2014	Pg 23-26

#### 5. DELEGATIONS

<u>Add:</u> <u>5.1</u>	Ministry of Transportation and Infrastructure – Controlled Access Highway Proposal (Reference: June 21, 2014 staff report “Controlled Access Highway Response from MOTI” attached)	Pg 27-28b
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#### 6. FINANCE

6.1	J. Musgrave, Administrative Assistant – Cheques Payable over \$5,000 for June, 2014	Pg 29
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#### 7. CORRESPONDENCE

7.1	Northwest BC Resource Benefits Alliance – Negotiations for Revenue Sharing	Pg 30-31
7.2	District of Port Edward – Standing Committee of North Coast Port Municipalities	Pg 32-33
7.3	Ministry of Community, Sport and Cultural Development – Governance Options for Sandspit	Pg 34-35
7.4	Ministry of Community, Sport and Cultural Development – Medical Marijuana Production in BC	Pg 36-40
7.5	B.C. Environmental Assessment Office – Aurora LNG Project	Pg 41-42
7.6	Selina Robinson, MLA Coquitlam-Maillardville – 2014 UBCM Conference	Pg 43-44

<u>Add:</u> <u>7.7</u>	Union of B.C. Municipalities – Gas Tax Agreement Community Works Fund Payment	Pg 44a
<u>Add:</u> <u>7.8</u>	Regional District of Fraser-Fort George – Provincial Recycling Regulation	Pg 44b-44c
<u>Add:</u> <u>7.9</u>	B.C. Environmental Office – Environmental Assessment for Woodside Energy Holdings Pty Ltd.'s Grassy Point LNG Project	Pg 44d-44e

## 8. REPORTS / RESOLUTIONS

8.1	A. Ding, Recycling Education Student – Regional Recycling Education Program Update	Verbal
8.2	D. Fish, Deputy Corporate Officer – Appointment of Election Officials	Pg 45
8.3	D. Fish, Deputy Corporate Officer – 2014 UBCM Meeting Requests Update	Pg 46-47
8.4	J. Merrick, Chief Administrative Officer – BC Ferry Authority Appointment	Pg 48-57
<u>Add:</u> <u>8.5</u>	J. Merrick, Chief Administrative Officer – Sandspit Public Forum Follow-up	Pg 58-71i
8.6	D. Nobels, Vice Chair – Update on Pacific Northwest LNG	Verbal

## 9. BYLAWS

None.	
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## 10. LAND REFERRALS / PLANNING *(Voting restricted to Electoral Area Directors)*

10.1	M. Barthel, Planning Intern – Crown Land Application Request #70430877-005 Catla Enterprises	Pg 72-77
10.2	M. Barthel, Planning Intern – Crown Land Application Request #70446360-003 Catla Enterprises	Pg 78-83
10.3	M. Barthel, Planning Intern – Crown Land Application Request #70949960-004 Natural Resources Canada	Pg 84-87
10.4	M. Barthel, Planning Intern – Crown Land Application Request #71222588-004 Ministry of Transportation and Infrastructure	Pg 88-90
10.5	M. Barthel, Planning Intern – Crown Land Industrial Application Request #71224151-003 Port Clements	Pg 91-95
10.6	M. Barthel, Planning Intern – Geographic Information System (GIS) Demonstration	Verbal

**11. NEW BUSINESS**

<u>Add:</u> <u>11.1</u>	E. Putterill, Director Electoral Area E – Sandspit Tsunami Evacuation Site	Pg 96-98
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**12. OLD BUSINESS**

<u>Add:</u> <u>12.1</u>	D. Nobels, Vice Chair – Northwest Readiness Project	Verbal
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**13. PUBLIC INPUT****14. IN-CAMERA**

That the public be excluded from the meeting according to sections 90(1)(a) and (k) of the <i>Community Charter</i> – “personal information about an identifiable individual who holds...” and “negotiations and related discussions respecting the proposed provision...”	
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**15. ADJOURNMENT****NEXT REGULAR MEETING:**

**SQCRD Board Meeting  
Friday, September 19, 2014  
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 Dodge Cove Community Hall in Dodge Cove on Saturday, June 21, 2014.

### PRESENT

### PRIOR TO ADOPTION

Chair	B. Pages, Village of Masset
Vice Chair	D. Nobels, Electoral Area A
Directors	A. Ashley, City of Prince Rupert D. Franzen, District of Port Edward I. Gould, Village of Port Clements C. Kulesha, Village of Queen Charlotte ( <i>via teleconference</i> ) K. Bergman, Electoral Area C M. Racz, Electoral Area D E. Putterill, Electoral Area E ( <i>via teleconference</i> )
Regrets:	N. Kinney, City of Prince Rupert
Staff:	J. Merrick, Chief Administrative Officer J. Fraser, Deputy Treasurer ( <i>via teleconference</i> ) T. Des Champ, Regional Recycling Manager M. Barthel, Planning Intern A. Ding, Recycling Education
Public:	9
Media:	0

### 1. CALL TO ORDER 2:10 p.m.

### 2. AGENDA

- 2.1 MOVED by Director Ashley, SECONDED by Director Gould, that the agenda be adopted as amended:
  - 10.5 M. Barthel – Controlled Access Highway Response from MOTI;
  - 11.3 Community to Community Forum – Request for Letter Regarding Supportive Housing;
  - 11.4 Director Nobels – Ministry of Finance Letter Regarding Tax Regime for LNG; and
  - 11.5 A. Ding, Recycling Summer Student – Recycling Survey.

**230-2014**

**CARRIED**

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

- 3.1 Minutes of the Regular Meeting of the Skeena-Queen Charlotte Regional District Board held May 23, 2014

MOVED by Director Ashley, SECONDED by Director Gould, that the minutes of the May 23, 2014 Skeena-Queen Charlotte Regional District Regular Board meeting be adopted as presented.

**231-2014**

**CARRIED**

- 3.2 Minutes of the Special Meeting of the Skeena-Queen Charlotte Regional District Board held May 24, 2014

MOVED by Director Nobels, SECONDED by Director Ashley, that the minutes of the May 23, 2014 Skeena-Queen Charlotte Regional District Special Board meeting be adopted as presented.

**232-2014**

**CARRIED**

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

- 4.1 Minutes of the Electoral Area Advisory Committee Meeting held February 21, 2014

MOVED by Director Putterill, SECONDED by Director Franzen, that the minutes of the February 21, 2014 Electoral Area Advisory Committee Meeting be approved as presented.

**233-2014**

**CARRIED**

- 4.2 Minutes of the Mainland Solid Waste Advisory Committee Meeting held January 28, 2014

MOVED by Director Franzen, SECONDED by Director Nobels, that the minutes of the January 28, 2014 Mainland Solid Waste Advisory Committee Meeting be approved as presented.

**234-2014**

**CARRIED**

- 4.3 Minutes of the Moresby Island Management Committee Meeting held May 5, 2014

MOVED by Director Putterill, SECONDED by Director Ashley, that the minutes of the May 5, 2014 Moresby Island Management Committee Meeting be approved as presented.

**235-2014**

**CARRIED**

- 4.4 Recommendations coming forward from the June 16, 2014 Electoral Area Advisory Committee Meeting

MOVED by Director Franzen, SECONDED by Director Nobels, that the staff report entitled "Recommendations coming forward from the June 16, 2014 Electoral Area Advisory Committee Meeting" be received;

AND THAT the following recommendations be adopted:

1. THAT staff apply to Northern Development Initiative Trust's Community Land Use Planning Program for \$80,000 in funding to support the development of an official community plan and zoning bylaw for Electoral Areas A and C;

AND THAT the balance of the cost to develop an official community plan and zoning bylaw, estimated to be \$80,000 be funded by Gas Tax funds.

2. THAT the BC Ocean Boating Tourism Association's funding application and accompanying documents be received;

AND THAT the application to the Northern Development Initiative Trust's Marketing Initiatives Program not be supported by the Board.

**236-2014**

**CARRIED**

## **5. DELEGATIONS**

- 5.1 Woodside Energy Limited – Grassy Point LNG Facility

John Litchfield, Dayna Burns and Cameron Bateman, Manager Indigenous Affairs, Corporate Affairs Adviser and Senior Structural Engineer for Woodside Energy Ltd., respectively, addressed the Board in regard to the proposed Grassy Point Liquefied Natural Gas Facility.

The Chair thanked Woodside Energy Ltd. for its presentation.

*Director Kulesha joined the meeting via teleconference at 2:35 p.m.*

## **6. FINANCE**

- 6.1 J. Musgrave, Administrative Assistant - Cheques Payable over \$5,000 for May, 2014

MOVED by Director Nobels, SECONDED by Director Gould, that the staff report on Cheques Payable over \$5,000 issued by the Skeena-Queen Charlotte Regional District for May, 2014 be received and filed.

**237-2014**

**CARRIED**

- 6.2 J. Fraser, Deputy Treasurer – Statement of Financial Information & Audited Financial Statements for Year End 2013

MOVED by Director Gould, SECONDED by Director Racz, that the Board receives the report "Statement of Financial Information & Audited Financial Statements for Year End 2013";

AND THAT the Board approves the 2013 Statement of Financial Information as presented;

AND FURTHER THAT the 2013 Audited Financial Statements be adopted as presented.

**238-2014**

**CARRIED**

**7. CORRESPONDENCE**

- 7.1 Ministry of Infrastructure, Communities and Intergovernmental Affairs – New Building Canada Plan

MOVED by Director Ashley, SECONDED by Director Nobels, that the correspondence from the federal Ministry of Infrastructure, Communities and Intergovernmental Affairs in regard to the New Building Canada Plan be received and filed.

**239-2014**

**CARRIED**

- 7.2 Auditor General for Local Government – Planned Performance Audits

MOVED by Director Nobels, SECONDED by Director Ashley, that the correspondence from the Auditor General for Local Government in regard to planned performance audits be received and filed.

**240-2014**

**CARRIED**

- 7.3 Northern Development Initiative Trust – Community Land Use Planning Program

MOVED by Director Ashley, SECONDED by Director Gould, that the correspondence from Northern Development Initiative Trust in regard to the community land use planning program be received and filed.

**241-2014**

**CARRIED**

- 7.4 C3 Alliance Corporation – 2014 1<sup>st</sup> Annual Energy, Mines and Natural Gas UBCM Breakfasts, Whistler, B.C.

MOVED by Director Nobels, SECONDED by Director Gould, that the correspondence from the C3 Alliance Corporation in regard to the 2014 1<sup>st</sup> Annual Energy, Mines and Natural Gas UBCM Breakfasts in Whistler, B.C. be received and filed.

**242-2014**

**CARRIED**

- 7.5 Premier Christy Clark – 2014 UBCM Convention Meeting Requests

MOVED by Director Ashley, SECONDED by Director Gould, that the correspondence from Premier Christy Clark in regard to the 2014 UBCM Convention Meeting Requests be received and filed.

**243-2014**

**CARRIED**

- 7.6 City of Prince George – 2015 Canada Winter Games

MOVED by Director Franzen, SECONDED by Director Ashley, that the correspondence from the City of Prince George in regard to the 2015 Canada Winter Games be received and filed.

**244-2014**

**CARRIED**



**7.7 Union of B.C. Municipalities – Call for Nominations for UBCM Executive**

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

**245-2014****CARRIED****7.8 Northern Development Initiative Trust – Policy Clarification**

MOVED by Director Franzen, SECONDED by Director Gould, that the correspondence from Northern Development Initiative Trust in regard to the policy clarification be received and filed.

**246-2014****CARRIED**

*Director Putterill declared a conflict of interest and logged off the teleconference at 3:25 p.m.*

**7.9 J. Hadcock and Petition Signees – Sandspit Petition**

MOVED by Director Gould, SECONDED by Director Nobels, that the correspondence from J. Hadcock and Petition Signees in regard to the Sandspit Hotel be received;

AND THAT a reply be sent to the following petitioners from Sandspit notifying them that the Sandspit Community Society is a separate entity from the Skeena-Queen Charlotte Regional District and any Regional District Director or Moresby Island Management Committee member sitting on the Society's Board does not do so in their capacity as a representative of the Regional District:

- Judy Hadcock;
- Donna Brady;
- Jim Henry;
- Ray Bolan;
- J. Bertucci; and
- Dick Leung

AND FURTHER THAT a letter be sent to the Sandspit Community Society clarifying to them that if a director from the Skeena-Queen Charlotte Regional District or a member from the Moresby Island Management Committee sits on the Society's Board, they do not sit as a member of the Skeena-Queen Charlotte Regional District.

**247-2014****CARRIED**

*Director Putterill logged back onto the teleconference meeting at 3:45 p.m.*

**7.10 City of Prince Rupert – Dialysis Facility – Request for Support**

MOVED by Director Nobels, SECONDED by Director Ashley, that the correspondence from the City of Prince Rupert in regard to support for a dialysis facility be received;

AND THAT a letter of support be provided to Ms. Bains for her request for a dialysis facility in Prince Rupert, British Columbia.

**248-2014****CARRIED**

- 7.11 Canadian Energy Pipeline Association – Canadian Energy Transmission Pipeline Industry

MOVED by Director Ashley, SECONDED by Director Gould, that the correspondence from the Canadian Energy Pipeline Association in regard to the Canadian energy transmission pipeline industry be received and filed.

**249-2014**

**CARRIED**

## **8. REPORTS – RESOLUTIONS**

- 8.1 M. Barthel, Planning Intern – Liquefied Natural Gas Update

MOVED by Director Franzen, SECONDED by Director Racz, that the verbal report from staff entitled “Liquefied Natural Gas Update” be received and filed.

**250-2014**

**CARRIED**

- 8.2 L. Neville, Recreation Coordinator – May 2014 Haida Gwaii Recreation Coordinator’s Report

MOVED by Director Franzen, SECONDED by Director Racz, that the staff report entitled “May 2014 Haida Gwaii Recreation Coordinator’s Report” be received.

**251-2014**

**CARRIED**

- 8.3 M. Barthel, Planning Intern – Update of Waste Management Plans for Proposed LNG Projects within the Prince Rupert Port Authority

MOVED by Director Ashley, SECONDED by Director Nobels, that the staff report entitled “Update of Waste Management Plans for Proposed LNG Projects within the Prince Rupert Port Authority” be received;

AND THAT the Skeena-Queen Charlotte Regional District’s concerns regarding potential impacts to its waste management systems be submitted to the Environmental Assessment Office with respect to the Westcoast Connector Gas Transmission and Prince Rupert Gas Transmission projects;

AND FURTHER THAT a letter be written directly to all liquefied natural gas project proponents in the northwest British Columbia region stating the same concerns (with a copy sent to the Mainland Solid Waste Committee, City of Prince Rupert Council and District of Port Edward Council).

**252-2014**

**CARRIED**

*Director Racz declared a conflict of interest and left the room at 3:55 p.m.*

*Directors Putterill and Kulesha declared a conflict of interest and logged out of the teleconference at 3:55 p.m.*

- 8.4 D. Fish, Deputy Corporate Officer – Misty Isle Economic Development Society Economic Development Capacity Building Funding

MOVED by Director Ashley, SECONDED by Director Nobels, that the staff report entitled “Misty Isle Economic Development Society Economic Development Capacity Building Funding” be received;

AND THAT the additional \$7,500 of Northern Development Initiative Trust 2014 Economic Development Capacity Building Funding (50% of \$15,000 increase) be provided to the Misty Isles Economic Development Society for a project or process identified by the Haida Gwaii Electoral Area Directors in 2014.

**253-2014**

**CARRIED**

*Directors Putterill & Kulesha rejoined the meeting via teleconference at 3:58 p.m.*

*Director Racz rejoined the meeting at 4:00 p.m.*

## **9. BYLAWS**

- 9.1 Bylaw No. 579, 2014 – Being a bylaw to establish the Moresby Island Management Committee

MOVED by Director Putterill, SECONDED by Director Kulesha, that the draft Moresby Island Management Committee bylaw be included on the agenda at the public forum in Sandspit on July 12<sup>th</sup>, 2014.

**DEFEATED**

MOVED by Director Ashley, SECONDED by Director Gould, that the “Moresby Island Management Committee Bylaw No. 579, 2014” be given first reading.

**254-2014**

**CARRIED**

*Directors Putterill and Kulesha opposed.*

MOVED by Director Putterill, SECONDED by Director Kulesha, that the “Moresby Island Management Committee Bylaw No. 579, 2014” be amended to reflect an election process be held to nominate persons to sit on the Moresby Island Management Committee.

**DEFEATED**

MOVED by Director Putterill, SECONDED by Director Kulesha, that the “Moresby Island Management Committee Bylaw No. 579, 2014” be amended to allow MIMC to form sub-committees provided the sub-committee has adequate liability insurance.

**DEFEATED**

MOVED by Director Franzen, SECONDED by Director Ashley, that the “Moresby Island Management Committee Bylaw No. 579, 2014” be given second reading.

**255-2014**

**CARRIED**

*Directors Putterill and Kulesha opposed.*

MOVED by Director Franzen, SECONDED by Director Nobels, that the “Moresby Island Management Committee Bylaw No. 579, 2014” be given third reading.

**256-2014**

**CARRIED**

*Directors Putterill and Kulesha opposed.*

- 9.2 Bylaw No. 578, 2014 – Being a bylaw to provide for the determination of various procedures for the conduct of local government elections and other voting

MOVED by Director Gould, SECONDED by Director Ashley, that the “Local Government Election Bylaw No. 578, 2014” be given first reading.

**257-2014**

**CARRIED**

*Director Putterill opposed.*

MOVED by Director Ashley, SECONDED by Director Nobels, that the “Local Government Election Bylaw No. 578, 2014” be given second reading.

**258-2014**

**CARRIED**

*Director Putterill opposed.*

MOVED by Director Franzen, SECONDED by Director Gould, that the “Local Government Election Bylaw No. 578, 2014” be given third reading.

**259-2014**

**CARRIED**

*Director Putterill opposed.*

MOVED by Director Ashley, SECONDED by Director Nobels, that the “Local Government Election Bylaw No. 578, 2014” be adopted.

**260-2014**

**CARRIED**

*Director Putterill opposed.*

- 9.3 Bylaw No. 583, 2014 – Being a bylaw to authorize the Skeena-Queen Charlotte Regional District to obtain, by referendum, the opinion of the electors in Electoral Area E regarding establishing a service to operate the Sandspit Community Hall

MOVED by Director Gould, SECONDED by Director Ashley, that the “Sandspit Community Hall Referendum Bylaw No. 583, 2014” be given first reading.

**261-2014**

**CARRIED**

MOVED by Director Franzen, SECONDED by Director Racz, that the “Sandspit Community Hall Referendum Bylaw No. 583, 2014” be given second reading.

**262-2014**

**CARRIED**

MOVED by Director Gould, SECONDED by Director Nobels, that the “Sandspit Community Hall Referendum Bylaw No. 583, 2014” be given third reading.

**263-2014**

**CARRIED**

MOVED by Director Putterill, SECONDED by Director Racz, that the “Sandspit Community Hall Referendum Bylaw No. 583, 2014” be adopted.

**264-2014**

**CARRIED**

- 9.4 Bylaw No. 582, 2014 – Being a bylaw to establish a service within Electoral Area E for the purpose of operating a community hall

MOVED by Director Ashley, SECONDED by Director Gould, that the “Area ‘E’ (Moresby Island) Community Hall Service Establishing Bylaw No. 582, 2014” be given first reading.

**265-2014**

**CARRIED**

MOVED by Director Evan, SECONDED by Director Nobels, that the “Area ‘E’ (Moresby Island) Community Hall Service Establishing Bylaw No. 582, 2014” be given second reading, with the following amendments under section 6, Maximum Requisition:

- Sub-section b): replace “\$17,500 or \$0.434 per \$1,000” with “\$16,200 or \$0.402 per \$1,000”; and
- Sub-section c): replace “\$20,000 or \$0.50 per \$1,000” with “\$17,500 or \$0.434 per \$1,000”.

**266-2014**

**CARRIED**

MOVED by Director Gould, SECONDED by Director Franzen, that the “Area ‘E’ (Moresby Island) Community Hall Service Establishing Bylaw No. 582, 2014” be given third reading.

**267-2014**

**CARRIED**

## **10. LAND REFERRALS / PLANNING**

- 10.1 M. Barthel, Planning Intern – Crown Land Industrial Application Request # 68950333 – 006 – International Forest Productions Ltd.

MOVED by Director Franzen, SECONDED by Director Nobels, that the staff report entitled “Crown Land Industrial Application Request # 68950333 – 006” be received;

AND THAT no comment be submitted from the Regional District.

**268-2014**

**CARRIED**

- 10.2 M. Barthel, Planning Intern – Crown Land Industrial Application Request # 68950333 – 007 – International Forest Productions Ltd.

MOVED by Director Franzen, SECONDED by Director Nobels, that the staff report entitled “Crown Land Industrial Application Request # 68950333 – 007” be received;

AND THAT no comment be submitted from the Regional District.

**269-2014**

**CARRIED**

- 10.3 M. Barthel, Planning Intern – Land Based Spill Preparedness and Response in B.C. – Intentions Paper for Consultation

MOVED by Director Franzen, SECONDED by Director Nobels, that the staff report entitled “Land Based Spill Preparedness and Response in B.C. – Intentions Paper for Consultation” be received and filed.

**270-2014**

**CARRIED**

- 10.4 M. Barthel, Planning Intern – Crown Land Application Request # 70275044-005 – Eddy Knott

MOVED by Director Nobels, SECONDED by Director Franzen, that the staff report entitled “Crown Land Application Request # 70275044-005 – Eddy Knott” be received and filed.

**271-2014**

**CARRIED**

- 10.5 M. Barthel, Planning Intern – Controlled Access Highway Response from MOTI

MOVED by Director Racz, SECONDED by Director Gould, that the staff report entitled “Controlled Access Highway Response from MOTI” be received;

AND THAT Randy Penner, District Manager, Ministry of Transportation and Infrastructure in Terrace be invited to the August Board meeting to provide more information on the controlled access highway proposal from the Skidegate one-way to the boundary of Skidegate IR1 and Skidegate IR1 west boundary to the sound end of the Masset causeway.

**272-2014**

**CARRIED**

## **11. NEW BUSINESS**

### **11.1 Directors' Reports**

MOVED by Director Franzen, SECONDED by Director Gould, that the Skeena-Queen Charlotte Regional District Directors' verbal reports, as follows, be received:

#### Director Franzen – District of Port Edward

The opening of the LNG office in Port Edward was well-attended this past week. The 125<sup>th</sup> anniversary celebration of the North Pacific Cannery was happening on Saturday, June 21, 2014.

#### Director Gould – Village of Port Clements

The District will be celebrating its 100<sup>th</sup> birthday and celebrations are planned for Canada Days weekend.

#### Director Nobels – Electoral Area A

There are a lot of concerns in Area A regarding the dredging involved with the proposed LNG development on Lelu Island and it is causing a lot of tension in the community.

#### Director Bergman – Electoral Area C

There has been a lot of property selling in Area C lately. Three properties sold in the last month and a half.

#### Director Ashley - City of Prince Rupert

Mike Harcourt was part of a working group that held a visioning session in Prince Rupert on the potential impacts coming to the region with respect to the LNG projects.

Director Kulesha – Village of Queen Charlotte

There was a lot of anti-Enbridge activity at the Hospital Days being held in the Village. Cement will start to be poured at the new hospital site in approximately two weeks.

Director Putterill – Electoral Area E

Sandspit's 50<sup>th</sup> Annual Logger Sports Day is being held on July 26<sup>th</sup>, 2014.

**273-2014****CARRIED**

- 11.2 B.C. Ocean Boating Tourism Association – Northern Development Initiative Trust Marketing Initiatives Funding Application

MOVED by Director Putterill, SECONDED by Director Racz, that the funding application from the B.C. Ocean Boating Tourism Association to Northern Development Initiative Trust's Marketing Initiatives Program, and accompanying documents, be received;

AND THAT a letter be sent to the BC Ocean Tourism Association notifying them that the Board does not support their application to Northern Development Initiative Trust.

**274-2014****CARRIED**

- 11.3 Community to Community Forum – Supportive Housing Request

MOVED by Director Nobels, SECONDED by Director Ashley, that the correspondence from the Community to Community Forum be received;

AND THAT the Board support sending the letter, as drafted, to Northern Health Authority requesting assistance in building a case for the urgent need for supportive housing for the region.

**275-2014****CARRIED**

- 11.4 Director Nobels – Ministry of Finance

MOVED by Director Nobels, SECONDED by Director Putterill, that staff request further information, from the Ministry of Finance, pertaining to tax regimes as they relate to liquefied natural gas development and the Regional District.

**276-2014****CARRIED**

- 11.5 A. Ding, Recycling Summer Student – Recycling Survey

MOVED by Director Nobels, SECONDED by Director Ashley, that the verbal report from staff entitled "Recycling Survey" be received for information.

**277-2014****CARRIED**

**12. OLD BUSINESS**

None.

**13. PUBLIC INPUT**

There were no questions from the public.

**14. ADJOURNMENT**

MOVED by Director Ashley, SECONDED by Director Nobels, that the Regular Board meeting be adjourned at 5:15 p.m.

**278-2014****CARRIED**

Approved and adopted:

Certified correct:

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B. Pages  
Chair

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J. Merrick  
Chief Administrative Officer



HAIDA GWAI  
REGIONAL RECREATION COMMISSION

*Annual General Meeting*  
*Thursday, May 22<sup>nd</sup> at 5:30pm* (2014)  
*Cacilia's B&B, 55723 Hwy 16, Tlell*

*Staff:*

Coordinator – Lucy Neville

*Commissioners:*

Skidegate - Darcy Pollard

Member-At-Large – Heather Brule

Masset – Marg Youngson

Port Clements – Amber Bellis

Queen Charlotte – Shawna McLeod

*Sends regrets:*

Old Massett – Laura Williams

Member-At-Large – Kris Olsen

Sandspit – Laurie Chisholm

- 1) **Call to Order** – 5:41 pm by Lucy N; a quorum is present and has been declared.
- 2) **Amendments and Adoption of the Agenda**
  - a. No amendments.
  - b. Motion by Shawna M to adopt the agenda as presented; Darcy P 2<sup>nd</sup>.  
CARRIED
- 3) **Adoption of the June 2013 AGM Minutes**
  - a. Motion by Darcy P to adopt the minutes as presented; Marg Y 2<sup>nd</sup>.  
CARRIED
- 4) **Business Arising from Minutes** - none
- 5) **Reports and Discussions**
  - a. **January – April Reports – Coordinator's Report**
    - i. Motion by Marg Y to accept the reports as presented; Darcy P 2<sup>nd</sup>.  
CARRIED
  - b. **2013 HGRRC Program Statistics**
    - i. Motion by Shawna M to receive and file as presented; Marg Y 2<sup>nd</sup>.  
CARRIED
  - c. **2013 Year-End Financial Report**
    - i. HGRRC Coordinator presented the report on behalf of the Book-keeper. Motion by Shawna M to receive and file as presented; Darcy P 2<sup>nd</sup>.  
CARRIED
  - d. **2014 First Quarter Financial Report**
    - i. HGRRC Coordinator presented the report on behalf of the Book-Keeper. Motion by Darcy P to receive and file as presented; Marg Y 2<sup>nd</sup>.

CARRIED

6) **Old Business**

a. **Moresby Island Travel Fund – BC Ferries**

- i. Motion by Shawna M to request Member-At-Large Heather B canvas the Sandspit community and report back with results regarding the significant drop in residents' utilization of the Moresby Island Travel Fund; Darcy P 2<sup>nd</sup>.

CARRIED

7) **New Business**

a. **Member-At-Large Welcome**

CARRIED

b. **Coordinator Hours**

- i. Motion by Amber B increase of the HGRRC Coordinator's hours to full-time (40 hours / week), and submit a letter to the SQCRD on behalf of the HGRRC Board stating their support and requesting this increase effective immediately; Heather B 2<sup>nd</sup>.

CARRIED

c. **ASSAI South Coordinator – HGRRC Coordinator Brief** - none

CARRIED

8) **Open Discussion**

- i. Amber B spoke about ongoing Sexual Exploitation of Youth public dialogues in Old Massett, at which the HGRRC Coordinator has facilitated conversation on the subject of ethics and duty to disclose as coaches and sports leaders. Marg Y thanked the Coordinator on behalf of the HGRRC Board for the great work, and the noticeably increased role and presence HGRRC has on-island.

CARRIED

9) **Adjournment and Next Meeting Date**

Motion by Darcy P. to adjourn meeting at 7:04 pm. The next meeting will be held this October, date to be determined.



## Haida Gwaii Regional Recreation Commission

### *January - December 2013 Program Statistics*

Registered Programs	Participants
Acrobatic Dance – Port Clements	24
Acrobatic Dance – Queen Charlotte / Skidegate	100
Agate Man Triathlon – Haida Gwaii	94
Aikido – Queen Charlotte / Skidegate	24
Alternate Fitness - Masset	80
Alternate Fitness- Port Clements	10
Alternate Fitness – Sandspit	83
Alternate Fitness – Queen Charlotte / Skidegate	43
Basic Beginner Step Class – Masset	106
BC Rugby Clinic – Masset	39
BC Rugby Clinic - Queen Charlotte	47
Beginner Bellydance – Masset	222
Beginner Flow Yoga – Masset	122
Beginner Flow Yoga – Port Clements	62
Beginner Flow Yoga – Queen Charlotte / Skidegate	34
Bike Re-Psych – Haida Gwaii	191
Body Burn – Queen Charlotte / Skidegate	268
Conservation Outdoor Recreation Education – Queen Charlotte	12
Conservation Outdoor Recreation Education – Masset	18
Core Fitness – Port Clements	12
Elder's Engagement – Port Clements	542
Expression Session – Haida Gwaii	417
Everyday Stretch – Skidegate	17
Fit for Life Outdoor Fitness – Queen Charlotte	46
Girls' Club – Masset / Port Clements / Old Massett	50
HardCore Circuit Fitness – Masset	82
Hatha Yoga – Port Clements	13
Intermediate Flow Yoga – Masset	126
Intermediate Flow Yoga – Skidegate	31
Mother Goose – Masset	20
Open Gym – Sandspit	390
PaddleCanada Paddleboard Instructor Beginner – Haida Gwaii	7
PaddleCanada Paddleboard Instructor Advanced – Haida Gwaii	6
Possession and Acquisition License – Masset	14
Possession and Acquisition License – Queen Charlotte	16
Red Cross Babysitter's Course – Queen Charlotte / Skidegate	42
Red Cross Babysitter's Course – Masset	18
Shito Ryu Youth Karate – Queen Charlotte / Skidegate	259
Spring Circuit – Queen Charlotte	53
Surf Club – Haida Gwaii	166

Therapeutic Stretch – Skidegate	14
Teen Gym – Masset	376
Teen Weaving Space – Queen Charlotte	19
Weight Room Orientations – Queen Charlotte	30
Weight Room Orientations – Port Clements	8
Weight Room Orientations – Sandspit	5
Vinyasa Flow Yoga – Masset	61
Youth Aikido – Skidegate	57
Youth Art & Action – Port Clements	76
Youth Art & Action – Skidegate	319
Youth Boffer Battles – Masset	69
Youth Cardboard Creations – Masset	30
Youth Canoe & Carving – Masset	72
Youth Join the Circus – Masset	22
Youth Move Your Body – Skidegate	32
Youth Gymnastics – Masset	98
Youth Gymnastics – Skidegate	73
Youth Natural Arts – Masset	53
Youth Skipping Club – Port Clements	34
Youth Skipping Club – Masset	25
Youth Dance Party – Port Clements	41
Youth Dance Party – Masset	55
Youth Rugby – Masset	10
Youth Rugby – Port Clements	12
Youth Theatre – Port Clements	45
Youth Food & Fitness – Port Clements	94
Youth Play and Weave – Sandspit	111
Youth Gather and Grow – Masset	190

#### **HG Rec Summer Program:**

Queen Charlotte	62
Port Clements	52
Masset	48
Sandspit	19

#### **Movies:**

Masset	293
Queen Charlotte	649
Port Clements	205
Sandspit	80

**Note:** Sandspit Junior Canadian Rangers and the Port Clements Rec. Committee have continued the licenses and concession for their community movies. This brings their community groups extra funding for more of their own activities, and fun for the whole community.

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#### **Events**

Job Fair – Masset	63
Haida Gwaii Youth Assembly – Masset	104
Health Fair – Masset	75
Hospital Days – Queen Charlotte	212
Canada Days – Port Clements	67
Harbour Days – Masset	21

Skidegate Days	32
Sandspit Logger Sports Day	57
Gathering Our Nations – Haida Gwaii	84
Early Childhood and Youth Development Forum – Queen Charlotte	57
Haida Gwaii Youth Provider Conference – Tlell	29
Ride to Conquer Enbridge – Haida Gwaii	79
Reel to Real – Masset	9
Aboriginal Day – Masset	53
PGI Golf Tournament – Masset / Sandspit	284
Legacy Pole Windy Bay Paddle – Haida Gwaii	22
Take Back the Wild – Prince Rupert	47
NAIG Basketball Tryouts – Skidegate	38

**Note:** Organizing and attending special events throughout the year showcases the programs HG Rec. offers, and promotes island recreation and active living.

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**Total Participants - January to December 2013:** **8678**

\*Total Participants - January to December 2012: **6183**

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### **HG Rec Supported Programs**

PAL & CORE Course – Masset, Port Clements & QCC	Ron Haralson – Instructor
Biggest Loser – Old Massett	OMVC Health
Run for the Cure – All-Island	OMVC Health
Unity Run – All-Island	OMVC Health
All-Island Youth Art Show	Haida Heritage Centre
Drop-in Sports	All-Island
BCAAFC Coaching Training	All-Island
BCAAFC Refereeing Training	All-Island

**Note:** HG Rec. supports other community programs by helping out with advertising, bookings venues, insurance, registration or providing instructors. For a small administration fee, that is frequently waived, HG Rec. serves these local groups or individuals in one or more of the above mentioned areas.

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### **Instructors**

<u>Masset</u>	
Ileah Mattice	Summer Program Leader
Karen Duthie	Expression Session
Genevieve Gay	HardCore Circuit
Michael McQuade	Surf Club / Expression Session
Lucy Neville	Surf Club / Expression Session
Sylvan Daugert	Youth Rugby / Mini Rugby
Harold White	Alternate Fitness
Tammy Muller	Alternate Fitness

Debbie Beemer  
Chandra Bailey  
Vanessa Liston  
Beth Guptill  
Kevin O'Donnell  
Margo Hearne  
Denise Legare  
Sgt. Martin

Old Massett

Leona Clow  
Paula Varnell  
April Churchill-Davis  
Skyler Boulton-Brown  
Alannah Jacobson  
Conrad Russ  
Stephanie Stevens  
Kiefer Collison  
Valine Crist  
Erica Stocker  
Harmony Williams  
Wayne Edenshaw  
Nico York

Tow Hill

Toby Sanmiya  
Ken Leslie  
Chris Ashurst

Tlell

Joanne Hager  
Penny Richardson  
Leanne Sylvan  
Michael Mayr  
Jennifer Pigeon  
Kirsten Oike  
Josina Davis

Port Clements

Amber Bellis  
Ruth Bellamy  
Boyd Goesen  
Ron Haralson  
Regina Williams  
Terry Mitchell  
Tiffany Scholey  
Leanne Sampson  
Laura Bishop  
Reina Fennell  
Harmony Blais  
Kiku Dhanwant  
Corrina Hornidge

Queen Charlotte

Angela Gross

Basic Beginner Step  
Beginner / Int / Vinyasa Flow Yoga  
French for Fun  
DFO – Summer Program  
DFO – Summer Program  
Nature Centre – Summer Program  
Beginner Bellydance  
Summer Program - RCMP

Summer Program Specialist  
Teen Weaving Space / Arts and Action  
Teen Weaving Space / Arts and Action  
Teen Gym  
Youth Grow and Gather  
Youth Grow and Gather  
Youth Weave and Play  
Teen Gym  
Movie Nights Documentaries  
Cardboard Creations / Boffer Battles  
Open Gym  
Canoe and Carve  
Teen Gym / Open Gym / Art and Action

Aikido  
Boffer Battles / Cardboard Creations  
BC Parks – Summer Program

Summer Program Kayaking  
WildArts Summer Program  
Skipping Club  
WildArts Summer Program  
Yoga  
Acrobatic Dance  
Experiential Arts and Biology

Weight Room Orientations / PC Fitness  
PC Fitness / Alternate Fitness  
Free Gym  
PAL / CORE  
Alternate Fitness  
Agate Man Triathlon  
Surf Club / Dance Party  
Dance Party  
Dance Party / Teen Gym  
Summer Program Assistant  
Mother Goose  
Elders Engagement – Indian Cooking  
Elders Engagement – Tai Chi

Body Burn / Weight Room Orientations

Deavlan Bradley  
 Levi Holdershaw  
 Daysen Holdershaw  
 Kye Borserio  
 Steve Querengesser  
 Alicia Embree  
 Peter Lake  
 Andrea Wilhelm  
 Ryan Patterson  
 Sgt. Hromadnik  
 Bobbi-Lee Chatelaine  
 Shelley Sansome

Skidegate

Marissa Jones  
 Gladys Vandal  
 Brenda Vandal  
 Sylvia Young  
 Meghan Wilson  
 Kim Goetzinger  
 Dwyer Cross  
 Jenny Cross  
 Jason Alsop  
 Diane Brown  
 Herb Jones  
 Joan Moody  
 Desiree Wilson  
 Layla Rorick

Sandspit

Heather Brule  
 Roberta Wagenstein  
 Audrey Putterill  
 Behn Cochrane  
 Bill Reiger  
 Dennis Baran

Off Island

Gord Pincock  
 Kris de Scossa  
 Jay Gladish  
 Bill Falhstack  
 Norm Hann  
 Sabine Jessen  
 Olivia Williams

Shito Ryu Karate  
 Movie Night Assistant  
 Movie Night Assistant  
 BC Parks – Summer Program  
 Bike Re-Psych  
 Bike Re-Psych  
 Agate Man Triathlon  
 Agate Man Triathlon  
 Ride to Conquer Enbridge  
 Summer Program – RCMP  
 Summer Program – Archery  
 Paddleboarding

Food and Fitness / Sports' Club  
 Weaving Summer Program  
 Weaving Summer Program  
 Weaving Summer Program  
 Gwaii Haanas Tour  
 Everyday Stretch  
 Arts and Action  
 Cultural Creation  
 Summer Program Kaay Tour  
 Arts and Action  
 Arts and Action  
 Weave and Play  
 Arts and Action / Weave and Play  
 Arts and Action / Paddleboarding

Weight Room Orientations/Alternate Fitness  
 Youth Gym  
 Badminton / Floor Hockey  
 Youth Arts and Action  
 Youth Gym  
 Summer Program Kayaking

Sea Kayaking  
 BC Rugby  
 NAIG Basketball Tryouts  
 Basketball Officiating  
 PaddleCanada Paddleboard Training  
 Take Back the Wild  
 Red Cross Babysitter's Course

**Total Instructors Hired in 2013:**

**92**

**\*Total Instructors Hired in 2012:**

**71**

### **Drop In Weekly Programs**

#### **Masset**

Badminton  
Volleyball  
Seniors Men's Basketball  
Intermediate Men's Basketball  
Soccer

Frank Williams  
Deena Manitobenis  
Lloyd Samuels  
Adam Davis  
Kiefer Collison

#### **Queen Charlotte**

Badminton  
Indoor Soccer  
Volleyball  
Dodgeball  
Hula-Hooping

Oliver Lawrence  
Steve Querengesser  
Shawna McLeod  
Jesse Embree  
Karen Walhout

#### **Sandspit**

Youth Floor Hockey  
Badminton  
Kids Play Program  
Circuit Drop in

Audrey Putterill  
Audrey Putterill  
Sandspit PAC  
Heather Brule

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### **Sponsorship and Community Investment**

PaddleCanada Paddleboard Instructor Training x 7	\$6537.00
Summer Program x 4	\$360.00
All-island Event Transportation	\$2455.00
Red Cross Babysitter's Course	\$4758.84

<b>Total Amount Spent Sponsored 2013:</b>	<b><u>\$14,110.84</u></b>
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*Total amount Sponsored in 2012:	<u>\$9465.03</u>
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**Haida Gwaii Regional Recreation Commission**  
**2013 FINAL CORE SPENDING REPORT**

Operating Costs			BUDGET
Rent	\$350.00	/month	4,200.00
Office	Postage		1,100.00
	Supplies/Gen		2,400.00
	Bank Charges		120.00
Casual Assistants	\$20.00	4 - hr wk	4,160.00
Interim Coordinator	24.48 hr	32 hrs/week	14,100.48
	274.56 EI	2.64%	372.25
	514.8 CPP	4.95%	697.97
	416 Vacation Pay	4.00%	564.02
	105.04 WCB	1.01%	116.48
Bookkeeper	20.00 hr	10 - hr wk	10,400.00
	EI	2.64%	274.56
	CPP	4.95%	514.80
	Vacation Pay	4.00%	416.00
	WCB	1.01%	105.04
Advertising			10,840.00
Telephone and Fax			1,850.00
Internet Router Installation			900.00
Website Maintenance			600.00
Commissioner's Travel /Meetings			2,000.00
Co-ordinator's Travel /Meetings			3,500.00
BCRPA Training/Conferences			2,600.00
Special Events			900.00
Moresby Island Travel Fund			1,800.00
Waiver Updates			1,500.00
<b>Total - Haida Gwaii Regional Recreation Commission (HG Rec)</b>			<b>\$ 66,031.60</b>

Projected 12 Months	Actual 12 mths	DIFFERENCE +/-
4,200.00	4,200.00	0.00
1,100.00	380.66	719.34
2,400.00	2,575.05	-175.05
120.00	215.83	-95.83
4,160.00	4,985.00	-825.00
14,100.48	12,423.60	1676.88
372.25	340.06	32.19
697.97	531.50	166.47
564.02	496.95	67.07
116.48	130.50	-14.02
10,400.00	8,170.04	2229.96
274.56	227.29	47.27
514.80	284.47	230.33
416.00	330.20	85.80
105.04	100.20	4.84
10,840.00	5,999.57	4840.43
1,850.00	2,729.74	-879.74
900.00	555.90	344.10
600.00	160.51	439.49
2,000.00	2,932.85	-932.85
3,500.00	5,788.72	-2288.72
2,600.00	2,014.55	585.45
900.00	1,332.83	-432.83
1,800.00	-	1800.00
1,500.00	-	1500.00
<b>\$ 66,031.60</b>	<b>56,906.02</b>	<b>9125.58</b>

**Haida Gwaii Regional Recreation Commission  
2014 FIRST QUARTER CORE SPENDING REPORT**

Operating Costs			BUDGET
Rent	\$350.00 /month		4,200.00
Office	Postage		500.00
	Supplies/Gen		2,400.00
	Bank Charges		120.00
Casual Assistants	\$20.00 4 - hr wk		4,160.00
Bookkeeper	\$22.00 10 - hr wk		11,440.00
274.56	EI	2.64%	302.42
514.8	CPP	4.95%	566.28
416	Vacation Pay	4.00%	457.60
105.04	WCB	1.01%	128.13
Advertising			7,500.00
Telephone and Fax			2,700.00
Website Maintenance			600.00
Commissioner's Travel /Meetings			2,900.00
Co-ordinator's Travel /Meetings			6,000.00
BCRPA Training			2,600.00
Special Events			900.00
Moresby Island Travel Fund			1,500.00
Waiver Updates			1,500.00
<b>Total - Haida Gwaii Regional Recreation Commission (HG Rec)</b>			<b>\$ 50,474.43</b>

Projected 3 Months	Actual 3 mths	DIFFERENCE +/-
1,050.00	1,050.00	0.00
125.00	107.75	17.25
600.00	421.70	178.30
30.00	37.80	-7.80
1,040.00	480.00	560.00
2,860.00	2,663.96	196.04
75.61	67.42	8.19
141.57	81.11	60.46
114.40	-	114.40
32.03	28.69	3.34
1,875.00	2,636.45	-761.45
675.00	889.97	-214.97
150.00	-	150.00
725.00	1,209.92	-484.92
1,500.00	1,112.01	387.99
650.00	360.00	290.00
225.00	-	225.00
375.00	-	375.00
375.00	262.50	112.50
<b>\$ 12,618.61</b>	<b>11,409.28</b>	<b>1,209.33</b>

**HAIDA GWAI**  
**REGIONAL RECREATION COMMISSION**

*Annual General Meeting - SOCIETY*  
*Thursday, May 22<sup>nd</sup> at 7:30 pm*  
*Cacilia's B&B, 55723 Hwy 16, Tlell*

*Present*

*Staff:*

Lucy Neville – Haida Gwaii Recreation Coordinator

*Directors:*

Darcy Pollard – Society Director

Margaret Youngson – Society Director

Shawna McLeod – Society Director

*Public:*

Heather Brule – Member-At-Large

Amber Bellis – Port Clements Commissioner

*Sends Regrets*

Marian Hayward – Society Director

Kris Olsen – Society Director

Shirley Kricheldorf – Society Director

*A quorum is present and has been declared.*

- 1) **Call to Order** – 7:06 p.m.
- 2) **Adoption of the Agenda**
  - i. Motion by Marg Y to adopt the agenda as presented; 2<sup>nd</sup> by Darcy P.

CARRIED
- 3) **Adoption of the June 6, 2013 AGM Minutes** - as presented.
  - i. Motion by Marg Y to adopt the minutes of the previous Annual General Meeting as presented; 2<sup>nd</sup> by Darcy P.

CARRIED
- 4) **Business Arising from Minutes** – none
 

CARRIED
- 5) **Reports and Discussions**
  - a. **2013 Society Funding Report**
    - i. Motion by Darcy P to accept the 2013 Society Funding Report as presented; Marg Y 2nd.

CARRIED

**b. 2013 HGRRC Statistics - Coordinator's Report**

- i. Motion by Darcy P to accept the report as presented by the Coordinator; 2<sup>nd</sup> by Marg Y.

CARRIED

**c. 2014 Society First Quarter Funding Report**

- i. Motion by Darcy P to accept the 2014 First Quarter Report as presented; 2<sup>nd</sup> by Marg Y.

CARRIED

**6) New Business - none**

CARRIED

**7) Open Discussion - none**

CARRIED

**8) Adjournment and Next Meeting Date**

Motion to adjourn by Marg Y at 7:39. Next meeting date scheduled for Fall 2014.

## HAIDA GWAII RECREATION COMMISSION SOCIETY

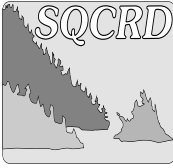
*Funds Acquired Jan 1st to Dec 31st, 2013*

ORGANIZATION	AMOUNT	DESCRIPTION	DATE
BC ASS of Aboriginal Friendship	606.42	Basketball Coach Workshop	1-Jan-13
BC ASS of Aboriginal Friendship	945.87	Basketball Coach Workshop	1-Jan-13
SD 50 (DASH Program)	38,800.00	After School Sport Initiative	2-Feb-13
BCR&PA - Teen Surf Participation	1,000.00	After School Sport Initiative	6-Apr-13
BCR&PA - Canoeing & Carving	1,000.00	After School Sport Initiative	6-Apr-13
Gov of Canada (New Horizons)	11,443.00	Senior's Food & Fitness	27-Apr-13
United Way - Babysitter's Course	4,758.84		7-May-13
SD 50 (DASH Program)	31,407.00	After School Sport Initiative	7-May-13
Village of QC (UBCM Grant)	7,188.22	Fit for Life Program	22-Jun-13
Old Masset Village Council	325.00	Paddlemaking - ASSAI	24-Jul-13
Government of Canada:	3,075.00	Advance SUMMER PROGRAM	11-Sep-13
Canada Summer Jobs Program	533.00	Final Claim SUMMER PROGRAM	14-Dec-13
Gwaii Trust	1,995.00	Summer Program	11-Sep-13
Agate Man Triathlon Donations	1,300.00	Corporate & Individual	Various
Northern Savings Credit Union	2,000.00	Alternate Fitness	19-Oct-13
Old Masset Village Council	200.00	Summer Program - Special Needs	19-Oct-13
Gwaii Trust	7,980.00	Summer Program	14-Dec-13
SD #50 - Community Link	2,500.00	Surf Club	14-Dec-13
SD # 50/DASH Program	71,000.00	After School Sport & Art Initiative	14-Dec-13
<b>TOTAL CASH/CHEQUE</b>	<b>188057.35</b>	Total Received for Society	
<b>IN-KIND DONATIONS</b>			
School District 50	5,880.00	School Use - Summer Program	
Parks Canada	545.00	Summer Program Specialists	
DFO	545.00	Summer Program Specialists	
<b>TOTAL IN-KIND</b>	<b>\$ 6,970.00</b>		
<b>TOTAL FUNDING ACQUIRED</b>	<b>\$ 195,027.35</b>		

# HAIDA GWAII RECREATION COMMISSION SOCIETY

*Funds Acquired Jan 1st to Mar 31st, 2014*

ORGANIZATION	AMOUNT	DESCRIPTION	DATE
United Way	7,749.16	Summer Camp	15-Mar-14
Gwaii Trust	5,050.00	Paddle Canada - Water Wisdom	15-Mar-14
Government of Canada	12,859.00	New Horizon's for Seniors Proj #2	15-Mar-14
		(Listen and Learn)	
<b>TOTAL CASH/CHEQUE</b>	<b>\$ 25,658.16</b>	Total Received for Society	
<b>IN-KIND DONATIONS</b>			
Lucy Neville	337.50	ASSI Hours not billed	
<b>TOTAL IN-KIND</b>	<b>\$ 337.50</b>		
<b>TOTAL FUNDING ACQUIRED</b>	<b>\$ 25,995.66</b>		



## STAFF REPORT

**DATE:** June 21, 2014  
**FROM:** Morganne Barthel, Planning Intern  
**SUBJECT:** Controlled Access Highway Response from MOTI

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### **Recommendation:**

**THAT the staff report entitled “Controlled Access Highway Response from MOTI” be received;**

**AND THAT the Board provides staff with further direction.**

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### **1.0 Background**

At the Board meeting held on May 24, 2014, staff presented a proposal received from the Ministry of Transportation and Infrastructure (MOTI) in regard to the change of road designations from arterial to controlled access highways for:

1. Cemetery Road (1022R), Skidegate one-way to 7th Street (1022R) and Skidegate one-way (1020R), and
2. The remaining highway from the northern boundary of Skidegate to Masset as Controlled Access Highway.

The Board requested more information regarding the potential impacts on current and future Zoning Bylaws for Electoral Area D. Attached is the response letter received June 20, 2014 from the Ministry of Transportation and Infrastructure. Staff is seeking feedback from the Board in relation to the response to be provided.



June 19, 2014

Morganne Barthel, Planning Intern  
Skeena-Queen Charlotte Regional District  
100 – 1<sup>st</sup> Avenue East  
Prince Rupert, BC V8J 1A6

Dear Morganne Barthel:

**Re: Controlled Access Highway Proposal – Skidegate one-way to boundary of Skidegate IR1; Skidegate IR1 west boundary to south end of Masset Causeway**

Thank you for your letter dated June 2, 2014, requesting follow-up information on the proposed controlled access highway designation for the above mentioned location.

Section 52 of the *Transportation Act* requires that rezoning and development permits within 800 metres of a controlled access highway must be referred to, and have the approval of the Ministry of Transportation & Infrastructure. This requirement pertains to municipalities, regional districts and agencies such as the Ministry of Energy and Mines, and the Ministry of Forest Lands and Natural Resource Operations.

Referrals are made to ministry district offices where development technicians review the referrals ensuring that proposals have, or will develop, safe access to highways without impacting the safety of the travelling public or the integrity of the road infrastructure. The reviews can result in the ministry requesting studies, for example traffic impact and/or drainage and geotechnical studies, that the developer/applicant completes to ensure public safety for the intended use.

Overall, the intent is to ensure that new development considers public safety for both the general public and the local community in which the development may occur.

If you would like more clarification on the impacts of the proposed change, please give me or Rena Gibson, District Development Technician a call at 250 615-3970.

Yours truly,

Randy Penner  
District Manager, Transportation

Ministry of  
Transportation  
and Infrastructure

Skeena District

Mailing Address:  
4825 Keith Avenue  
Terrace BC V8G 1K7  
Telephone: 250 615-3970  
Fax: 250 615-3963

Location:  
4825 Keith Avenue  
Terrace BC V8G 1K7  
[www.gov.bc.ca/tran](http://www.gov.bc.ca/tran)



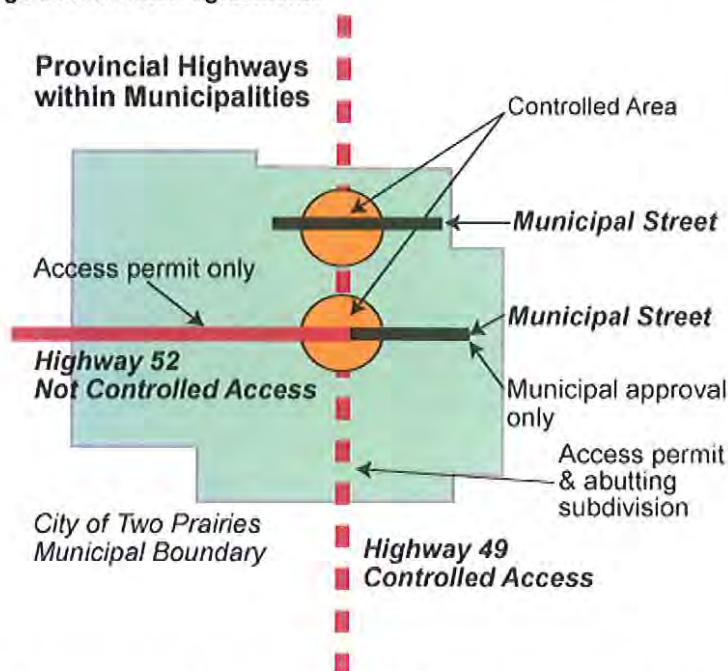


## Roles in Controlled Access Highways

The Controlled Area is the area within a radius of 800 metres from the intersection of a controlled access highway with any other highway. This power ensures that local government rezonings within Controlled Areas do not affect the integrity of provincial highways in developed areas.

According to **Section 52** of the Transportation Act, Ministry approval is required for :

- Zoning bylaws
- Building permits for commercial or industrial buildings over 4500 square metres
- Amendments of land use contracts
- Heritage conservation agreements



Within a controlled area, under **Section 52** of the Transportation Act, and **924, 930 and 966** of the Local Government Act, a local government must first receive the approval of the Ministry before approving the following:

- Zoning bylaw

Under **Section 52** of the Transportation Act, anyone who wants to change the land use of a property in a controlled area needs zoning approval not only from local government but also from the Ministry of Transportation. In controlled areas, protocol agreements on land use management are encouraged between the Ministry of Transportation and local government, as part of the process to reduce government regulations. Currently, no such agreements are in place.

close

- Commercial or industrial buildings over 4500 square metres

Under **Section 924** of the Local Government Act local governments may not issue a permit for commercial or industrial buildings exceeding 4500 square metres unless a designated official in the Ministry of Transportation approves a site plan of the buildings, including access, traffic circulation and parking areas.

close

- Amendments of land use contracts

Under **Section 930(4)** of the Local Government Act local governments must not enact a bylaw, adopt a development variance permit, nor issue a development permit without approval of the Ministry of Transportation.

close

- Heritage Conservation Agreements

The purpose of heritage conservation agreements is to maintain, protect and restore heritage property. Such agreements are negotiated between the property owner and the local government and they are

registered on the property title. Pursuant to **Section 966 (6)(b)** of the Local Government Act, a local government must not enter into or amend a 'heritage conservation agreement' unless the agreement or amendment is approved by the Ministry of Transportation.

close 

The purpose is to ensure that the development authorized by the approval or permit does not adversely affect the present or future integrity of the controlled access highway.

In order to provide an integrated management approach to developments near a controlled access highway, the province may develop land use and access management protocol agreements with local government relative to the managing of major provincial transportation corridors. These protocol agreements are brought into force by regulation and may provide an exemption from the approval requirements of Sections **924(2)** and **930(4)** of the Local Government Act

For information on how to apply, refer to **Section 3.2.1 Permits in Controlled Areas**.

 [Top](#)

*This guide is a living document; it is subject to change without notice. Please check the Rural Subdivisions Website ([http://www.th.gov.bc.ca/permits/Subdibision\\_Home.asp](http://www.th.gov.bc.ca/permits/Subdibision_Home.asp)) to make sure you version is sufficiently current.*

**Skeena-Queen Charlotte Regional District**  
**Cheques payable over \$5,000 - JUNE, 2014**

<b>Payable To</b>	<b>Date</b>	<b>Amount</b>	<b>Purpose</b>
Big Red Enterprises Ltd.	6-Jun	\$ 15,503.88	May Garbage Collection Contract
Ticker's Hauling & Storage	6-Jun	\$ 9,228.10	Sale of forklift, porto toilet rental & cardboard crushing
Rite-Way Fencing Inc.	18-Jun	\$ 6,687.54	Fence Materials
Municipal Pension Plan	2-Jun	\$ 5,444.09	Payroll Remittance (PP11-2014)
Receiver General	17-Jun	\$ 10,105.76	Payroll Remittance (PP12-2014)
Municipal Pension Plan	18-Jun	\$ 5,224.54	Payroll Remittance (PP12-2014)
Receiver General	26-Jun	\$ 12,565.90	Payroll Remittance (PP13-2014)
Municipal Pension Plan	30-Jun	\$ 5,247.23	Payroll Remittance (PP13-2014)

<b>CHEQUES OVER \$5,000:</b>	<b>\$ 70,007.04</b>
<b>CHEQUES UNDER \$5,000:</b>	<b>\$ 62,075.62</b>
<b>TOTAL CHEQUES:</b>	<b><u>\$ 132,082.66</u></b>

**Joan Merrick (SQCRD)**

---

**From:** Regional District News <communications@rdks.bc.ca>  
**Sent:** July-29-14 10:35 AM  
**To:** jmerrick@sqcrd.bc.ca  
**Subject:** Northwest BC Local Governments Form Alliance to Negotiate Revenue Share Worth Billions



NORTHWEST BRITISH COLUMBIA  
 RESOURCE BENEFITS ALLIANCE

**NEWS RELEASE**

For Immediate Release

July 29, 2014

**Northwest BC Local Governments Form Alliance to Negotiate Revenue Share Worth Billions**

TERRACE, BRITISH COLUMBIA – Today, Dr. Bruce Bidgood, Chair of the Regional District of Kitimat-Stikine, announced the formation of the Northwest BC Resource Benefits Alliance (RBA). Members of the RBA include the Regional District of Kitimat-Stikine (RDKS), the City of Terrace, the Districts of Kitimat, Stewart and New Hazelton, the Village of Hazelton, and all RDKS Electoral Area Directors. Chair Bidgood also called for an immediate start to revenue-sharing discussions and negotiations promised by Premier Christy Clark during the 2013 provincial election and re-affirmed in June 2014.

“The newly formed Northwest BC Resource Benefits Alliance is ready, willing and able to engage in revenue-sharing discussions and negotiations promised by Premier Christy Clark,” said Chair Bidgood. “There is not a moment to lose. We need to start revenue-sharing discussions immediately; Northwest BC is already booming. I understand that the province is finalizing its fiscal framework for the LNG industry, and major companies will be making final investment decisions this fall or in early 2015.”

There are precedents for significant revenue sharing including the Columbia Basin Trust.

“The RBA seeks early access to an equitable share of revenues from the massive economic expansion now underway in Northwest BC,” said Chair Bidgood, “We have all experienced the boom and bust economy. The Northwest is about more than fly-in fly-out camps. This time, Northwest BC communities must be provided access to significant revenue sharing so we can make the necessary investments to build long-term sustainable communities for the future.”

The province is projecting revenues of \$100 billion from LNG alone, without allowing for other new major resource development in sectors such as mining. A revenue share of only 3% would generate \$3 billion to invest in Northwest BC communities of the future.

“Northwest BC communities do not have the resources to go it alone,” said Chair Bidgood. “The good news is that the scale of projected provincial revenues means that the needs and priorities of the province, as well as Northwest BC communities, can be met without adversely impacting the current and future property tax bases of the region, reducing the level of funding for other provincial programs, or risking the competitiveness of current and future companies operating in Northwest BC.”

For more information, please contact RBA Chair Bruce Bidgood at 1-250-641-0732 or 1-250-615-6100.

#### Backgrounder on Northwest BC Resource Benefits

Alliance: [http://files.newswire.ca/1341/RDKS\\_RBA\\_0729.pdf](http://files.newswire.ca/1341/RDKS_RBA_0729.pdf)



Regional District of  
**Kitimat-Stikine**



---

Northwest BC Resource Benefits Alliance

-30-

This message was sent to [jmerrick@sqcrd.bc.ca](mailto:jmerrick@sqcrd.bc.ca) from:

Regional District News | [communications@rdks.bc.ca](mailto:communications@rdks.bc.ca) | RDKS | 4545 Lazelle Avenue 300 | Terrace, BC V8G 4E1, Canada

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# District of Port Edward

Clean, Neat & Green

**RECEIVED**

JUL 31 2014

**SKEENA-QUEEN CHARLOTTE  
REGIONAL DISTRICT**

July 23, 2014

Skeena-Queen Charlotte Regional District  
Attn: Joan Merrick  
100 – 1<sup>st</sup> Avenue East  
Prince Rupert, BC V8J 1A6

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

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

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

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

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

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



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

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

Yours truly,

A handwritten signature in black ink, appearing to read "Ron Bedard".

Ron Bedard,  
Chief Administrative Officer

CC: Robert Long  
Joan Merrick  
Ken Veldman





JUL 15 2014

**RECEIVED**

JUL 18 2014

**SKEENA-QUEEN CHARLOTTE  
REGIONAL DISTRICT**

Ref: 155083

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

Dear Chair Pages:

Thank you for your letter of January 28, 2014, requesting a feasibility study for the incorporation of Sandspit. I understand that you are not requesting incorporation but are looking for ways to explore the option.

I was very pleased to hear about the steps that the Regional District is taking to begin addressing some of its governance challenges. Given resource challenges and competing priorities, I commend you, other Board members and staff for implementing the strategic plan and board orientation, and for starting work on a GIS system and bylaw for the Moresby Island Management Committee.

I also very much appreciate hearing of your Board's strong interest in the community of Sandspit. I recognize your view that Sandspit is more like other small municipalities than a rural area. Understanding the general profile of a community is an important part of determining whether or not a change in governance structure should be studied. As I am sure you can appreciate, in a time of scarce Ministry resources, we have to focus provincial funding for studies on places that would clearly be viable municipalities if incorporated.

I am aware that Sandspit faces real challenges of a declining population, high infrastructure costs and a narrow tax base. I believe that it would be helpful if you had a clearer picture of how those challenges affect the potential viability of a municipality. Therefore, I have asked Ministry of Community, Sport and Cultural Development staff to develop more detailed information about these factors and other fiscal, service, and related considerations affecting Sandspit's governance prospects.

In light of competing priorities from active projects, I anticipate this report will not be completed until closer to the end of this year. Should you have any immediate questions, please contact Ms. Liz Andersen with the Governance and Structure Branch, by telephone at: 250 356-6333.

.../2



Mr. Barry Pages, Chair  
Page 2

Thank you again for your letter.

Sincerely,

A handwritten signature in cursive script that reads "Coralee Oakes". The signature is written in dark ink and is positioned above the printed name and title.

Coralee Oakes  
Minister



June 26, 2014

Ref: 155838

RECEIVED  
JUL 11 2014  
SKEENA-QUEEN CHARLOTTE  
REGIONAL DISTRICT

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

Dear Chair Pages:

We are writing in our capacities as Minister of Community, Sport and Cultural Development and Minister of Agriculture, regarding issues relating to medical marihuana production in British Columbia.

Many local governments have expressed concern regarding the potential establishment of medical marihuana production facilities in our communities, under the new federal regulations. Some local governments and stakeholders have written expressing an array of concerns, the most common messages concerning the exclusion of these facilities from qualifying for provincial farm class and if they would be considered an allowable farm use.

These concerns have been taken seriously and we understand that the establishment of these facilities within your communities will have a potential impact on services and costs. We brought your concerns to the attention of Honourable Christy Clark, Premier, and our Cabinet colleagues in the context of a larger discussion about medical marihuana production in the province.

After careful consideration, we are pleased to inform you that the Province of British Columbia has made a decision to implement a regulatory change that excludes medical marihuana, and any other federally regulated narcotic, from being eligible for farm classification for property assessment and tax purposes. This decision to treat medical marihuana as a restricted narcotic substance and a pharmaceutical is also consistent with the Province of Alberta. This change will apply to facilities located on both Agricultural Land Reserve (ALR) and non ALR lands.

In addition, please be advised that the Province will continue to view medical marihuana production facilities as an allowable farm use on ALR lands. The Ministry of Agriculture's policy position is that local governments should not prohibit medical marihuana production in the ALR. Any local government that has passed or is considering bylaws that address the issue of medical marihuana production within its boundaries may wish to seek legal counsel, as enacting such a bylaw may give rise to a constitutional challenge as frustrating a lawful initiative of the federal government. This is consistent with the position of the Agricultural Land Commission's updated Information Bulletin from January 2014 ([http://www.alc.gov.bc.ca/publications/ALC\\_Info\\_Bulletin\\_Marihuana\\_Amended\\_Jan\\_2014.pdf](http://www.alc.gov.bc.ca/publications/ALC_Info_Bulletin_Marihuana_Amended_Jan_2014.pdf)).

.../2

Mr. Barry Pages

Page 2

Any applicant for a license must comply with all federal requirements including security and building standards, as well as local bylaws regulating site-specific requirements.

Consistent with British Columbia government policy, the Minister of Agriculture does not intend to approve any bylaw that would prohibit the production of medical marihuana in the ALR.

The Ministry of Agriculture will, however, offer guidance to local governments on the degree in which one of their farm bylaws could regulate medical marihuana production in the ALR through a Minister's Bylaw Standard specific to the production of medical marihuana on ALR land and will involve local governments in the development of those standards.

Minister's Bylaw Standards establish standards for the guidance of local government in the preparation of various bylaws affecting agriculture. Examples of current Minister's Bylaw Standards include:

- Building setbacks from lot lines
- Maximum lot coverage
- Maximum building heights

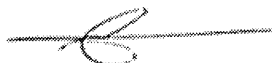
More information about Minister's Bylaw Standards is available on the Ministry of Agriculture's website at: [www.al.gov.bc.ca/resmgmt/sf/guide to bylaw development/Guide to ByLaw Dev index.htm](http://www.al.gov.bc.ca/resmgmt/sf/guide%20to%20bylaw%20development/Guide%20to%20ByLaw%20Dev%20index.htm).

Overall, we believe this decision reflects a balanced approach, which considers the interests of the federally licensed facility operators, the interests of the agricultural sector and the purpose of the Agricultural Land Reserve, and the concerns of local governments and communities. Also, enclosed for your reference are the Information Bulletin and Backgrounder (see: <http://www.newsroom.gov.bc.ca/2014/06/bc-preserves-local-governments-tax-revenues-from-medical-marijuana-growers.html>).

Sincerely,



Coralee Oakes  
Minister of Community, Sport  
and Cultural Development



Norm Letnick  
Minister of Agriculture

Enclosures

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## INFORMATION BULLETIN

For Immediate Release  
2014CSCD0039-000862  
June 24, 2014

Ministry of Community, Sport and Cultural Development  
Ministry of Agriculture

### **B.C. preserves local governments' tax revenues from medical marijuana growers**

VICTORIA – The Government of British Columbia is excluding federally-licensed medical marijuana production from the list of agricultural uses that qualify for farm classification for assessment and property tax purposes.

The decision will ensure local governments do not lose potential property tax revenues from the Health Canada licensed-production facilities.

Medical marijuana is a federally-regulated narcotic produced by licensed operators in British Columbia. There are currently five federally-licensed facilities in British Columbia.

B.C.'s position takes into consideration the nature of the highly-regulated and secure facilities, and is consistent with the approach being taken in neighbouring Alberta.

The Government of British Columbia will also continue to view medical-marijuana production as an allowable farm use within the Agricultural Land Reserve that should not be prohibited by local government bylaws. This is consistent with the Agricultural Land Commission's interpretation of the Agricultural Land Commission Act.

Federal regulations for medical marijuana came into effect April 1, 2014. The exclusion from farm classification for property tax purposes will take effect for property assessments in the 2015 taxation year.

#### **Media Contacts:**

Shannon Hagerman  
Ministry of Community, Sport and Cultural  
Development  
250 953-3677

Robert Boelens  
Ministry of Agriculture  
250 356-1674

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Connect with the Province of B.C. at: [www.gov.bc.ca/connect](http://www.gov.bc.ca/connect)



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## BACKGROUNDER

For Immediate Release  
2014CSCD0039-000862  
June 24, 2014

Ministry of Community, Sport and Cultural Development  
Ministry of Agriculture

### **Eligibility for farm classification for property tax purposes**

In British Columbia, the BC Assessment Act specifies which farm uses qualify for farm classification for property tax assessment purposes. If the income derived from these qualifying uses meets the prescribed levels, the land and buildings in which the activities are carried out may be eligible for certain tax benefits. Farm class confers significant benefits to a property through low land values, reduced tax rates, PST exemptions and exemptions on farm buildings of up to 87.5% of value.

The B.C. government has amended the farm class regulation to exclude federally-licensed medical marijuana production facilities as a qualifying farm product for assessment and taxation purposes. This means the facilities would not be eligible for the benefits of farm classification. The regulatory amendment will take effect in the 2015 property taxation year.

There are already approved activities on Agricultural Land Reserve (ALR) land that are not eligible for farm classification for assessment and property tax purposes. Excluded products and activities include farm or ranch tourism operations; sand and gravel extraction operations and winery and cidery facilities.

### **Facilities are accepted farm use within Agricultural Land Reserve**

Licensed medical marijuana production facilities may be located on both provincial ALR and non-ALR lands, subject to local government zoning and other site requirements. The Agricultural Land Commission has determined that medical marijuana production is consistent with the definition of a farm use under the Agricultural Land Commission Act. However, as a federally-regulated narcotic, it will not be eligible for farm classification for property tax purposes. Consistent with the federal government's direction and the Agricultural Land Commission's position, and based on legal guidance, the Province agrees local governments should not prohibit medical marijuana production in the ALR.

Local governments looking to propose a bylaw prohibiting medical marijuana may wish to seek legal counsel as enacting such a bylaw may give rise to a constitutional challenge as frustrating a lawful initiative of the federal government.

### **Health Canada licensed facilities:**

Since 2001, Health Canada has granted access to marijuana for medical purposes to Canadians who have had the support of their physicians. In June 2013, the Government of Canada introduced new regulations that treat medical marijuana as a controlled narcotic and created a new commercial industry that is responsible for its production and distribution. As of April 1, 2014, the only way to access medical marijuana for medical purposes is through commercial, licensed productions.

The federal government requires licensed producers to maintain specific security measures, including a detailed description of the measures and floor plans of the site, and to meet local government requirements as a condition of their license. As of May 5, 2014, five licenses have been issued to producers in Central Saanich, Maple Ridge, Whistler, Nanaimo and Spallumcheen.

**Quick Links:**

Health Canada (Medical Use of Marijuana): [www.hc-sc.gc.ca/dhp-mps/marihuana/index-eng.php](http://www.hc-sc.gc.ca/dhp-mps/marihuana/index-eng.php)

BC Assessment: [www.bcassessment.ca/Pages/default.aspx](http://www.bcassessment.ca/Pages/default.aspx)

Agricultural Land Commission: <http://www.alc.gov.bc.ca>

[http://www.alc.gov.bc.ca/publications/ALC Info Bulletin Marijuana Amended Jan 2014.pdf](http://www.alc.gov.bc.ca/publications/ALC%20Info%20Bulletin%20Marijuana%20Amended%20Jan%202014.pdf)

**Media Contacts:**

Shannon Hagerman  
Ministry of Community, Sport and Cultural  
Development  
250 953-3677

Robert Boelens  
Ministry of Agriculture  
250 356-1674

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Connect with the Province of B.C. at: [www.gov.bc.ca/connect](http://www.gov.bc.ca/connect)



File: 30050-20/ADIS-05-03  
30050-20/AGPO-05-03

Reference: 104289

June 23, 2014

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

Dear Mr. Pages:

The Environmental Assessment Office has initiated an environmental assessment for Aurora Liquefied Natural Gas Ltd.'s Aurora LNG Project.

Aurora Liquefied Natural Gas Ltd. (Proponent) proposes to construct and operate a liquefied natural gas export facility and associated marine terminal near Prince Rupert, BC, and would produce up to 24 million tonnes per year of liquefied natural gas. The Proponent is considering two alternate locations to site the proposed Project: Grassy Point and Digby Island. For the purposes of the EA, these two sites will be considered two separate projects: Aurora LNG Grassy Point Project, and Aurora LNG Digby Island Project. Further information on these proposed Projects is available on our website at [www.eao.gov.bc.ca](http://www.eao.gov.bc.ca).

The proposed Projects are currently in the early stages of the EA and the public will be provided with opportunities to comment at various points throughout. The Environmental Assessment Office will establish advisory working groups for each environmental assessment, consisting of representatives from provincial, federal and local governments and First Nations. The role of working group representatives is to provide the Environmental Assessment Office with technical advice on issues and potential effects of the proposed Project that are related to their organization's mandate. We will contact your staff in the near future regarding your City's participation on the working groups.

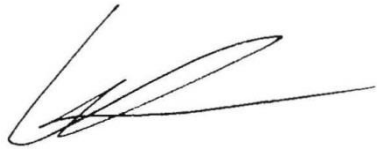
Should the federal government determine that the proposed Project is subject to review under the *Canadian Environmental Assessment Act 2012*, we will work closely with federal agencies to ensure either a substituted or coordinated environmental assessment. Substitution means that the Environmental Assessment Office will conduct

.../2

a single assessment that the federal and provincial governments will rely upon to make separate decisions. Coordination means that the Environmental Assessment Office and the Canadian Environmental Assessment Agency will work together to align our separate processes and decisions.

If you have any questions or require further information, please contact me at 250-387-2445, or by email at [Kenneth.Howes@gov.bc.ca](mailto:Kenneth.Howes@gov.bc.ca).

Yours truly,

A handwritten signature in black ink, appearing to be 'Ken Howes', with a long horizontal stroke extending to the right.

Ken Howes  
Project Assessment Manager

cc: Vivian Au  
Canadian Environmental Assessment Agency





Selina Robinson, MLA  
(Coquitlam-Maillardville)



Province of  
British Columbia  
Legislative Assembly

Selina Robinson, MLA  
(Coquitlam—Maillardville)  
Victoria Office:  
Room 201  
Parliament Buildings  
Victoria, BC V8V 1X4

Community Office:  
102–1108 Austin Avenue  
Coquitlam, BC V3K 3P5  
Phone: 604 933-2001  
Facsimile: 604 933-2002

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JUN 23 2014

SKEENA-QUEEN CHARLOTTE  
REGIONAL DISTRICT

June 23, 2014

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

Dear Chair Pages and Board Members,

I thought I would reach out to you before the summer is fully upon us to remind you that the Members of the Official Opposition are willing and eager to meet with you at the upcoming Union of BC Municipalities annual conference in Whistler.

As the Opposition Critic for Local Government it's been a very full year in the Legislature. As you are likely aware, there has been tremendous activity on the local government file with election reform changes that will be tested out in a few short months as we head into the November municipal elections under the new legislation. I also travelled to four of the five area association meetings this year to hear directly from you about the decision-making and leadership challenges facing you and your communities.

Having been a City Councillor for Coquitlam from 2008-13 and on the Executive of the Lower Mainland Local Government Association, I must say that attending those area association meetings made me somewhat nostalgic for resolution debates, learning sessions, area tours and hallway discussions about our communities. No matter which area association meeting I was at I saw the passion and commitment that you all have for your communities. Thank you for bringing that to your role as an elected representative. It really does make a difference.

I continue to be very passionate about community development, strengthening our communities and our local leadership. I believe that local government is closest to our constituents and has the knowledge and flexibility to respond to community needs as they arise.

I would love the opportunity to meet with you at UBCM. I look forward to hearing about the needs of your local government, the challenges you are experiencing and to work with you on solutions and recommendations on how to address these challenges.

page.../2

page /2...continued

Our Caucus will be hosting the Official Opposition UBCM breakfast at the Whistler Hilton in the Mt. Currie Ballroom, for all delegates on Friday September 26, at 6:45 am, and I invite you to join us for breakfast. If you would like to set up a time to meet with myself or any of our opposition critics at UBCM, please contact Jared Butcher at [jared.butcher@leg.bc.ca](mailto:jared.butcher@leg.bc.ca) or phone at 250-953-4607.

All the best,



Selina Robinson, MLA  
Official Opposition Critic for Local Government

## Gas Tax Program Services

...delivering the federal gas tax agreement funding in British Columbia

July 25, 2014

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

Dear Chair and Board:

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

I am pleased to advise that UBCM is in the process of distributing the first of two Community Works Fund (CWF) payments for fiscal 2014/15. An electronic transfer of \$97,343.54 is expected to occur on **Thursday, July 31, 2014**. These payments are made in accordance with the contribution provisions set out in your CWF Agreement with UBCM (see Section 4 of your Agreement).

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

UBCM is also making an additional payment towards CWF funding from interest accumulated over the term of the first Gas Tax Agreement. This will be delivered twice annually for two years, and coincide with your CWF payment for 2014/15 and 2015/16.

2014/15 July CWF payment: \$95,829.96  
2014/15 July interest payment: \$1,513.58  
Total EFT transfer: \$97,343.54

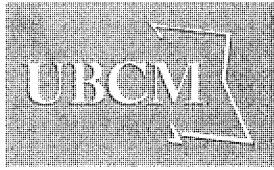
Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the renewed Gas Tax Agreement can be found on our web site at [www.ubcm.ca](http://www.ubcm.ca).

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

Sincerely

Rhona Martin  
UBCM President

CC: Jennifer Robb, Treasurer



Administration provided  
By UBCM

Funding 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 0A8

Phone: 250-356-5134  
Fax: 250-387-5119

Website:

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





## REGIONAL DISTRICT of Fraser-Fort George

LATE ITEM 7.8

Head Office:  
155 George Street  
Prince George, BC  
V2L 1P8

Telephone:  
(250) 960-4400  
Long Distance  
from within  
the Regional District:  
1-800-667-1959

Fax: (250) 563-7520

<http://www.rdfg.bc.ca>

**Municipalities:**

McBride  
Mackenzie  
Prince George  
Valemount

**Electoral Areas:**

Chilako River-Nechako  
Crooked River-Parsnip  
Robson Valley-Canoe  
Salmon River-Lakes  
Tabor Lake-Stone Creek  
Willow River-Upper Fraser  
Woodpecker-Hixon

July 23, 2014

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

Dear Chair Pages:

The Regional District of Fraser-Fort George invites you to join our call for changes to the provincial Recycling Regulation. We are interested in seeing changes that would compel product stewards to deliver EPR programs in all communities where fees are collected to support these programs.

The Recycling Regulation is a strong piece of legislation, but falls short in holding product stewards accountable for delivering EPR programs that are accessible, or that don't shift the responsibility for collection to other levels of government. Many stewardship programs have a standard established to recover 75% of the materials they produce. However this standard can be easily achieved by focusing serving on large urban centres with dense populations.

In short, the regulation does not provide for equitable service levels for rural and urban areas and consumers.

A recent review of the accessibility of stewardship programs in our region showed that out of 14 different stewardship categories, only six were available to residents in McBride and Mackenzie, while seven were available in Valemount. These communities are two to three hours driving time from large centres such as Prince George where a full suite of stewardship services are offered. As such, residents in and around these smaller centres face significant challenges when it comes to participating or engaging in recycling programs.

The Printed Paper and Packaging (PPP) stewardship program is the newest program and at this time in our region, there are no provisions for access to this program outside of Prince George. And unlike other EPR programs, there are no alternatives through retailers, making curbside and depot collection challenging for small and rural communities.

We understand there are several other communities in the province that are also facing this challenge. The lack of reasonable access to stewardship programs make it challenging for Regional Districts to meet waste diversion targets as established in their Regional Solid Waste Management Plans.

The Regional District of Fraser-Fort George has submitted a resolution on this issue for consideration at the UBCM convention this fall. We ask you to consider supporting the resolution and add your voice to the call for change.

The resolution is as follows:

*WHEREAS the Minister of Environment approved a Packaging and Printed Paper Stewardship Plan that allows the Producers of packaging and printed paper to achieve a Province wide recovery rate of 75% and the Producers can meet this recovery rate by focusing service delivery in denser and more populated regions of the Province and consequently avoid service delivery in rural and small communities;*

*AND WHEREAS many of the rural and small communities will not have reasonable access to collection services even though these communities have retail services that will be paying fees to the stewardship agency in support of the operation of collection services for residential packaging and paper products;*

*THEREFORE BE IT RESOLVED THAT NCLGA and UBCM lobby the Minister of Environment on behalf of all BC Local Governments that the Extended Producer Responsibility Regulation be amended to ensure that in any community where a regulated product or material is retailed to a residential consumer that collection services for these same products be made available.*

The most practical solution to address this unfairness in service delivery is to have the Minister of Environment amend the Recycling Regulation so that it meets a simple principle that where regulated products/materials are distributed that there is also a collection service for these same products/materials. Where this may not be practical, the Minister also has the ability to prescribe increased service performance standards that would ensure that small and rural communities are reasonably served.

We thank you for your consideration and look forward to your support.

Sincerely,



Art Kaehn  
Chair

AK:RM:jg



Ref: 104347

File: 30050-20/GPOI-05-03

August 8, 2014

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

Dear Mr. Pages:

The Environmental Assessment Office (EAO) has initiated an environmental assessment (EA) for Woodside Energy Holdings Pty Ltd.'s Grassy Point LNG Project (proposed Project).

Woodside Energy Holdings Pty Ltd. (Proponent) proposes to construct and operate a liquefied natural gas export facility and associated marine terminal 30 km north of Prince Rupert, BC at Grassy Point that would produce up to 20 million tonnes per year of liquefied natural gas. Further information on the proposed Project is available on our website at [www.eao.gov.bc.ca](http://www.eao.gov.bc.ca).

The proposed Project is currently in the early stages of the EA and the public will be provided with opportunities to comment at various points throughout. EAO will establish an advisory working group for the environmental assessment, consisting of representatives from provincial, federal and local governments and First Nations. The role of working group representatives is to provide EAO with technical advice on issues and potential effects of the proposed Project that are related to their organization's mandate. We will contact your staff in the near future regarding your District's participation on the working groups.

Should the federal government determine that the proposed Project is subject to review under the *Canadian Environmental Assessment Act 2012*, we will work closely with federal agencies to ensure either a substituted or coordinated EA. Substitution means that EAO will conduct a single assessment that the federal and provincial governments will rely upon to make separate decisions. Coordination means that EAO and the Canadian Environmental Assessment Agency will work together to align our separate processes and decisions.

.../2

**Environmental  
Assessment  
Office**

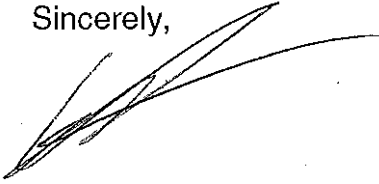
Office of the  
Associate  
Deputy Minister

Mailing Address:  
PO Box 9426 Stn Prov Govt  
Victoria BC V8W 9V1

Location:  
2<sup>nd</sup> Fl – 836 Yates St  
Victoria BC V8W 1L8

If you have any questions or require further information, me at 250-387-2445, or by email at [Kenneth.Howes@gov.bc.ca](mailto:Kenneth.Howes@gov.bc.ca).

Sincerely,

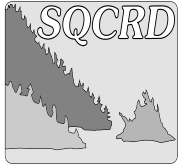


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Ken Howes  
Project Assessment Manager

cc: Vivian Au  
Canadian Environmental Assessment Agency

Joan Merrick  
Skeena-Queen Charlotte Regional District



## STAFF REPORT

**DATE:** August 8, 2014

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

**SUBJECT:** Appointment of Election Officials

---

### Recommendation:

**THAT** the staff report entitled “Appointment of Election Officials” be received;

**AND THAT** pursuant to Section 41(1) and (2) of the *Local Government Act*, Daniel Fish be appointed Chief Election Officer for conducting the 2014 general local elections with power to appoint other election officials as required for the administration and conduct of the 2014 general local elections;

**AND THAT** Joan Merrick be appointed Deputy Chief Election Officer for the 2014 general local elections.

---

### BACKGROUND:

The next local government elections will be held on November 15, 2014.

While provincial elections are administered by Elections BC, local government elections are managed by chief election officers that are appointed independently by each local government.

### DISCUSSION:

For the purpose of conducting an election, the Skeena-Queen Charlotte Regional District must appoint both a Chief Election Officer (CEO) and a Deputy Chief Election Officer (DCEO). These appointments must be by resolution at an open meeting of the Board.

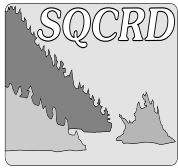
The CEO and DCEO are responsible for conducting a fair, open and honest election. Neither they, nor any other election officials, should be connected in any way with candidates or the issues on the ballot.

### RECOMMENDATION:

Staff recommends the Board appoint the following officers to manage the 2014 local government election process:

- Daniel Fish – Chief Election Officer; and
- Joan Merrick – Deputy Chief Election Officer.





## STAFF REPORT

**DATE:** August 8, 2014

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

**SUBJECT:** UBCM Meeting Requests Update

### Recommendation:

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

### BACKGROUND:

The 2014 Union of BC Municipalities (UBCM) Convention will be held at the Whistler Conference Centre from September 22-26, 2014.

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

At the May 24, 2014 SQCRD Special Board meeting, the Board identified a number of topics to be discussed at UBCM with provincial government elected officials and staff.

### DISCUSSION:

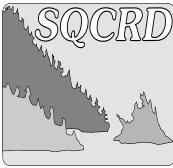
Registration for UBCM meeting requests for Minister's meetings opened on June 16, 2014, and for Provincial Staff meetings on July 2, 2014. At this time the following meeting meetings were requested:

Meeting:	Topic(s):
Ministry of Community, Sport and Cultural Development, Minister's Meeting	1) Sandspit incorporation 2) Provincial funding allocation system for B.C. school districts
Ministry of Transportation and Infrastructure, Minister's Meeting	1) BC Ferries service cuts and fare increases; impact of increased development on ferry system
Ministry of Jobs, Tourism and Skills Training, Minister's Meeting	1) Workforce training and impacts of large scale industrial development in the region
Ministry of Natural Gas Development (Responsible for Housing), Minister's Meeting	1) BC Housing and impacts of increased development in region on housing; maintenance of BC Housing facilities
Ministry of Finance, Minister's Meeting	1) Tax regimes and revenue sharing as they relate to large scale industrial projects in the region
Ministry of Education, Minister's Meeting	1) BC Ferries service cuts and their effect on access to basic education

Ministry of Health, Minister's Meeting	1) BC Ambulance Service and gaps in service throughout rural areas of B.C.
Ministry of Forests, Lands and Natural Resource Operations, Minister's Meeting	1) Maintenance of secondary access roads on Haida Gwaii 2) Policy surrounding maintenance of recreation sites
Ministry of Advanced Education, Minister's Meeting	1) Haida Gwaii Higher Education Society update; benefits of the program to Haida Gwaii
Ministry of Aboriginal Relations and Reconciliation, Minister's Meeting	1) Industrial development impacts on Haida Gwaii and residents 2) Workforce training available to First Nations on Haida Gwaii
BC Hydro, Provincial Staff Meeting	1) Streetlight fixtures and LED fixtures; tariff for reduced power consumption of LED lighting

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

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



## STAFF REPORT

**DATE:** Aug 8, 2014

**FROM:** Joan Merrick, Chief Administrative Officer

**SUBJECT:** BC Ferry Authority Appointment

### Recommendation:

**THAT the Board receives the staff report “BC Ferry Authority Appointment”;**

**AND THAT Board approves the selection process as outlined in this report.**

### Background:

Correspondence was received from the BC Ferry Authority requesting Regional District participation in selecting a slate of candidates for one seat on the BC Ferry Authority Board. The Authority Board is composed of nine Directors. Seven appointments are made by the Authority, 2 by the provincial government.

The current Director from this appointment area is Steve Smith from Prince Rupert. This, his second, term will expire in 2015 and he is not eligible for be reappointed because the Coastal Ferry Act limits terms to two consecutive. Appointments are for 3 year terms

For the purposes of nominating one Director, the Regional Districts of Mount Waddington, Central Coast, Skeena Queen Charlotte and Kitimat-Stikine are grouped into the “Northern Coastal and North Island Appointment Area.” The four regional districts are asked to develop collectively a slate of 3 to 5 nominations for this Director position.

In 2008 and 2011, it was agreed among the Regional Districts that each Regional District would make a single nomination, building a slate of four.

The following process was suggested by the Regional District of Kitimat-Stikine:

1. that each Regional District in the Appointment Area chose a single nomination;
2. that media advertising and the online application method be used to seek applications;
3. that a meeting for Regional District Chairs and CAOs be organized during UBCM to confirm the slate of four candidates, if required; and
4. that the slate, one member to be put forth by each Regional District, be ratified after UBCM by each Regional District Board in time to meet the December 31<sup>st</sup> deadline.

**Recommendation:**

That the Regional District approve the selection process described above, confirm with the other three Regional Districts agreement on the process and commence advertising for applicants in this region.

## B.C. Ferry Authority

OFFICE OF THE CHAIR

500 – 1321 Blanshard Street  
Victoria, BC V8W 0B7

Tel (250) 978-1502

Fax (250) 978-1953

July 29, 2014

Mr. Reginald Moody-Humchitt, Chair  
Central Coast Regional District  
626 Cliff Street, P.O. Box 186  
Bella Coola, BC V0T 1C0

Mr. Bruce Bidgood, Chair  
Regional District of Kitimat-Stikine  
300 – 4545 Lazelle Avenue  
Terrace, BC V8G 4E1

Mr. Dave Rushton, Chair  
Regional District of Mount Waddington  
2044 McNeill Road, P.O. Box 729  
Port McNeill, BC V0N 2R0

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

### NOMINATIONS FOR APPOINTMENT TO THE B.C. FERRY AUTHORITY BOARD OF DIRECTORS

On behalf of the B.C. Ferry Authority (the "Authority"), I am writing to request the participation of your Regional Districts in the process to identify and nominate qualified individuals for appointment to the board of directors of the Authority.

Under the *Coastal Ferry Act* (the "Act"), the Regional Districts of Central Coast, Kitimat-Stikine, Skeena-Queen Charlotte and Mount Waddington have been designated as the "Northern Coastal & North Island Appointment Area" for purposes of nominating qualified individuals suitable for appointment to the board of directors of the Authority. In accordance with the requirements of the Act, the four Regional District boards in your appointment area are asked to develop and jointly submit by **December 31, 2014**, a list of 3 to 5 nominees to fill one position on the board of directors of the Authority commencing April 1, 2015. The term of the appointment is three years to March 31, 2018.

The incumbent director from your appointment area, Stephen (Steve) E. Smith, has served two consecutive terms on the board and, in accordance with the Act, cannot serve a subsequent consecutive term. Accordingly, Mr. Smith is not eligible for nomination.

In order to be considered for appointment to the board of the Authority, a nominee must be a "qualified Authority candidate" as that term is defined in the Act. This definition, together with other background information on the Authority, including its role and responsibilities, and the appointment process, is attached.

In light of the nomination process which we ask that you undertake, we feel it is important that you be mindful that all directors owe a fiduciary duty to the Authority, and its best interests, and are not appointed in order to be delegates of a particular region, stakeholder or constituent group.

.../2

A skills and experience profile will be used by the Authority to guide the appointment process. That profile is attached for your use. We have also attached a copy of the nomination form that may be completed electronically.

The responsibilities of the Authority comprise appointing the board of directors of the operating company, British Columbia Ferry Services Inc. ("BC Ferries"), and establishing the compensation plans for the directors and certain executives of BC Ferries. We believe that there are many highly-qualified individuals in your Regional Districts who have the skills and experience that would be of benefit to the Authority board in meeting these responsibilities.

We would be pleased to have the opportunity to meet with you in person or by telephone to discuss the skills and experience that would be of greatest value to the board at this time, as well as any other matters which you may wish to discuss concerning the nomination process. We will be in contact with your offices shortly to determine your interest in holding such a meeting or teleconference.

As has been done in the past, the Authority would be pleased to provide assistance to you in your recruitment process. Should you wish, the Authority will cover the cost of newspaper advertisements and will post on its website nomination forms for on-line completion and submission directly to your Regional District. We can discuss these arrangements further with you.

If you have any questions with respect to this matter, please contact Cynthia M. Lukaitis, Vice President & Corporate Secretary at 250-978-1218 or [Cynthia.Lukaitis@bcferries.com](mailto:Cynthia.Lukaitis@bcferries.com).

Thank you for your assistance with our appointment process.

Sincerely,



Jane L. Peverett  
Chair, Board of Directors  
B.C. Ferry Authority

cc: Ms. Cynthia Lukaitis, Vice President & Corporate Secretary  
Ms. Darla Blake, Chief Administrative Officer, Central Coast Regional District  
Mr. Robert Marcellin, Administrator, Kitimat-Stikine Regional District  
Mr. Greg Fletcher, Administrator, Regional District of Mount Waddington  
Ms. Joan Merrick, Chief Administrative Officer, Skeena-Queen Charlotte Regional District

Attachments (3):  
Backgrounder  
Nomination Form  
Skills and Experience Profile

# B.C. Ferry Authority

## APPOINTMENT AREA Nominations Backgrounder

### What is B.C. Ferry Authority?

B.C. Ferry Authority is a no-share-capital corporation created by statute. It is the sole voting shareholder of British Columbia Ferry Services Inc., a company incorporated under the *Business Corporations Act (British Columbia)* which is commonly known as BC Ferries.

The responsibilities of B.C. Ferry Authority are set out in the *Coastal Ferry Act (British Columbia)* and are to:

- appoint the board of directors BC Ferries; and,
- establish compensation plans for the directors and certain executives of BC Ferries.

### How is the board of directors structured?

The board of B.C. Ferry Authority is composed of nine directors. Its composition, as set out in the *Coastal Ferry Act*, is as follows:

- The Authority appoints:
  - 4 nominees from the 14 coastal regional districts (grouped into 4 appointment areas established by the Lieutenant Governor in Council);
  - 1 nominee from the B.C. Ferry & Marine Workers' Union; and
  - 2 members from the community at large.
- The Province appoints 2 members.

### Who is qualified to be a board member?

B.C. Ferry Authority board members must meet the basic requirements established in the *Coastal Ferry Act*. Specifically, this means an individual who:

- does not hold elected public office of any type;
- is not an employee, steward, officer, director, elected official or member of any union representing employees of BC Ferries;
- is not an employee of a municipality, regional district, trust council or greater board within the appointment area; and
- is not an employee, director, officer or executive of BC Ferries.

## What are the appointment areas?

Four appointment areas have been established by Order in Council.

1. Northern Coastal and North Island Area
  - Central Coast Regional District
  - Regional District of Kitimat-Stikine
  - Regional District of Mount Waddington
  - Skeena-Queen Charlotte Regional District
2. Central Vancouver Island and Northern Georgia Strait Area
  - Alberni-Clayoquot Regional District.
  - Comox Valley Regional District
  - Regional District of Nanaimo
  - Powell River Regional District
  - Strathcona Regional District
3. Southern Mainland Area
  - Squamish-Lillooett Regional District
  - Sunshine Coast Regional District
  - Metro Vancouver Regional District
4. Southern Vancouver Island Area
  - Capital Regional District
  - Cowichan Valley Regional District

## What is the term of appointment to the board?

Directors are appointed for terms of up to three years on a rotating basis so that each year, three director positions are open for appointment. Directors may serve up to two consecutive terms. The terms of the appointments for which nominations are currently being sought are April 1, 2015 to March 31, 2018.

## Who are the current directors?

B.C. Ferry Authority Director	Appointment	Term Ending March 31 <sup>st</sup>
Jane L. Peverett, Chair	Community at Large	2015
Christopher M. Causton	Province of British Columbia	2016
Roderick D. Dewar	Southern Vancouver Island	2017
Robin W. Kenyon	Province of British Columbia	2017
A. Daniel Miller	Community at Large	2016
Randolph K. Morriss	Central Vancouver Island & Northern Georgia Strait	2015
John Radosevic	Organized Labour	2016
Stephen E. Smith	Northern Coastal & North Island	2015
Sandra A. Stoddart-Hansen	Southern Mainland	2017



### **How are nominees to be identified?**

The appointment area has been asked to submit three to five nominations of qualified individuals to fill one position on the board of directors of B.C. Ferry Authority commencing April 1, 2015.

The appointment area will determine its own processes for identifying its nominees to the board. However, to be considered for appointment, each nominee must have been recommended by one or more of the Regional District boards of the appointment area.

There are a variety of ways in which suitable nominees can be identified by the Regional Districts, ranging from informal to formal. For example, potential nominees may be identified through:

- direct canvass;
- unsolicited expressions of interest; and
- solicitation through advertising.

### **What assistance will be provided to identify nominees?**

B.C. Ferry Authority will make available staff resources to advise the Regional District boards of the skills, experience and qualifications that are necessary or desirable for members of the board of B.C. Ferry Authority. Should a Regional District wish to advertise for nominees, the Authority will make available a template print advertisement and will provide financial support to fund the placement of up to three newspaper advertisements. In addition, if requested, the Authority will post nomination forms on its website for on-line completion and submission directly to a Regional District.

### **How will board members be selected?**

The objective of the selection process is two fold. Firstly, it is to ensure that the board of B.C. Ferry Authority meets the composition requirements as set out in the *Coastal Ferry Act*. Secondly, it is to ensure that collectively, the board contains the skills and experience necessary to enhance the sound performance of the Authority and the effective interaction and operation of the board as set out in the Authority's Skills and Experience Profile (attached as Schedule A to the nomination form to be completed by all nominees). All of the nine directors owe a fiduciary duty to B.C. Ferry Authority, and are not appointed in order to be delegates of a region, stakeholder or constituent group.

### **What information is required to support each nomination?**

For each nominee, a completed nomination form must be signed by the nominee and submitted to B.C. Ferry Authority by one or more Regional Districts in the appointment area.

Once nominees have been short listed by the Authority, a due diligence process will be conducted that will include a review of the candidate's probity/integrity and identification of any conflicts of interest or other significant matters that would preclude the candidate from successfully fulfilling the duties of a director. As part of this due diligence process, short-listed candidates may be required to undergo a criminal record check.

All parties are obligated to respect the privacy interests of any individual who may be identified as a potential nominee. Information about potential nominees is confidential and may not be disclosed for purposes outside the nomination process.

### **What is the deadline for submitting nominations?**

Nominations must be submitted to B.C. Ferry Authority by December 31, 2014.

### **When will a decision be made?**

B.C. Ferry Authority will advise the Chairs of the Regional Districts in the appointment area by no later than March 31, 2015 of the nominee selected for appointment to the board.

### **What are the obligations of members appointed to the board?**

Every director will uphold the objectives of B.C. Authority and comply with its by-laws. At the time of appointment, every director will be required to sign an acknowledgement that they have read and agree to be bound by the B.C. Ferry Authority's Code of Business Conduct and Ethics. As well, each director will sign a form consenting to act as director, in which the qualifications for being a director as specified in the *Coastal Ferry Act* are confirmed by the individual as being satisfied. Each director will also be required to undergo a criminal record check.

### **How often does the board of directors meet?**

The directors meet together at such time and place as is necessary for the dispatch of business. It is envisaged that the directors will meet in person or by teleconference several times per year. The meetings generally occur in Victoria, British Columbia.

In addition, B.C. Ferry Authority holds an annual general meeting of the directors in British Columbia, open to the public.

### **What is the remuneration for directors?**

Directors receive an annual honorarium of \$6,250 and a fee of \$1,200 for each full meeting or \$600 for a meeting of shorter duration of the board attended.

**B.C. FERRY AUTHORITY  
SKILLS AND EXPERIENCE PROFILE  
Schedule A**

Appointments to the board of directors (the "board") of the B.C. Ferry Authority (the "Authority") will be guided by the following selection criteria.

**Statutory Qualifications:**

A person appointed to the Authority board must be a "qualified Authority candidate" as defined in the *Coastal Ferry Act* (the "Act"). Specifically, this means an individual who:

- does not hold elected public office of any type;
- is not an employee, steward, officer, director, elected official or member of any union representing employees of British Columbia Ferry Services Inc. (BCFS);
- is not an employee of a municipality, regional district, trust council or greater board within the appointment area; and
- is not an employee, director, officer or executive<sup>1</sup> of BCFS.

As well, all appointments to the Authority board must comply with the provisions related to director qualifications and conflicts addressed in sections 8 and 9 of the Act.

**Personal Attributes:**

All directors should possess the following personal attributes:

1. high ethical standards and integrity in professional and personal dealings;
2. ability and willingness to raise potentially controversial issues in a manner that encourages dialogue;
3. flexibility, responsiveness and willingness to consider change;
4. ability and willingness to listen to others;
5. capability for a wide perspective on issues; and
6. ability to work as a team member.

**Core Competencies:**

All directors should possess the following core competencies:

1. well-developed faculty for critical analysis;
2. financial literacy, including an ability to read financial statements and ability to understand the use of financial ratios and other indices to measure performance;
3. appreciation of the unique role of the Authority as the shareholder of BCFS as set out in the Act;
4. thorough knowledge of the responsibilities and duties of a director; and
5. ability to distinguish corporate governance from management.

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<sup>1</sup> "executive" means an individual who is the chief executive officer or an executive vice president of BCFS or who is, despite his or her title, acting in a similar capacity or performing similar functions to a chief executive officer or executive vice president of BCFS.

Prepared May 14, 2003

Effective October 17, 2003

Schedule A Amended Effective September 1, 2006

General By-laws and Schedule A Amended Effective December 27, 2010

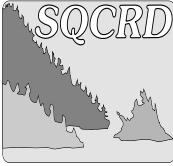
**Representation:**

The Authority board should, in its composition, reflect the diversity of the people served by coastal ferry services in British Columbia.

**Key Skills and Experience:**

The Authority board, as a whole, should possess the following skills and experience, while individual directors must possess more than one.

1. **Leadership** - experience at a senior level managing the operations of a large or complex commercial or non-profit entity.
2. **Business** - experience in operating a business in British Columbia.
3. **Board Experience** - previous experience as a member of a board of directors of a commercial or non-profit entity.
4. **Accounting and Finance** - accounting or financial expertise.
5. **Legal** - a law degree or experience in managing legal issues of a complex commercial nature.



## STAFF REPORT

**DATE:** Aug 8, 2014

**FROM:** Joan Merrick, Chief Administrative Officer

**SUBJECT:** Sandspit Public Forum Follow-Up

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### Recommendations:

#### Recommendation 1 – Sandspit Water

THAT the Board receives the staff report “Sandspit Public Forum Follow-Up”;

AND THAT any future metered water billing be deferred until after the feasibility study for the water filtration system is completed;

AND THAT the Moresby Island Management Committee (MIMC) continues to gather the metered usage and provide that data to the Regional District to support further analysis of usage and a potential metering/fee structure;

AND FURTHER THAT, once the feasibility study is completed, a separate advisory committee be formed to undertake a review of the budget and fee structure and make recommendations back to the Board.

#### Recommendation 2 – Sandspit Community Hall

THAT staff be directed to proceed with the referendum at the November 2014 local government election for the service establishment bylaw for the Sandspit Community Hall.

#### Recommendation 3 – Moresby Island Management Standing Committee Bylaw 579

THAT the Moresby Island Management Standing Committee Bylaw No. 579, 2014 be referred to the September 2014 Board meeting for final reading and adoption; (\*see Note below)

AND THAT staff develops a set of procedures for the nomination process and holds a “nomination and opportunity to vote for MIMC members” for Sandspit residents in the spring following the local government elections;

AND FURTHER THAT MIMC ensures that teleconference capability is available to allow the Regional District Chief Administrative Officer to attend future MIMC meetings.

Note: The Board may also wish consider a change to the bylaw whereby the Electoral Area E director be appointed to the Committee in a non-voting liaison capacity. (This would involve rescinding 2<sup>nd</sup> and 3<sup>rd</sup> reading of the bylaw to make the change.)

## **Background:**

After receiving feedback from many of the water users against the implementation of metered water billing for Sandspit, the Board, by resolution, reversed the 2013/14 metered water bills and requested that a public forum be held in Sandspit to hear concerns from the residents.

The proposed Area "E" (Moresby Island) Community Hall Service Establishing Bylaw No. 582 was also scheduled to be a topic for the forum.

In addition, the Chair requested staff to include the new MIMC Committee bylaw also as one of the subjects for the forum.

The forum was held on Saturday, July 12, 2014 with the following directors in attendance - Chair Pages, Director Putterill, Director Kulesha and Director Gould. Also in attendance were the CAO (Joan Merrick) and a recording secretary (Morganne Barthel).

The number of public attending varied throughout the forum but approximately 24 people were in attendance for much of the discussion.

## **Discussion:**

The notes from the forum are detailed in Attachment "A". Staff has summarized the comments into key points below. Where similar comments were made by more than one person, the point is only listed once.

### **1. Sandspit Water System and Metered Billing**

- Water Quality
  - Is there a health risk?
  - Would Northern Health require the Regional District (RD) to install treatment?
  - Who would be liable if someone gets sick?
  - The RD should not proceed with installing a treatment system without first seeking the opinion of the residents.
  - The \$19,000 to fund the feasibility study is unnecessary.
- Metering
  - Threshold should be increased.
  - Any additional cost to commercial users may have negative impacts for local business.
  - Some residents and business owners stated that they felt businesses and hotels should pay more than residential users.
- Financial Sustainability of the Water System
  - Residents believed that water bills would not be over \$150 per year when the system was built.
  - Budget should be reviewed to cut where possible.

- Water billing should be done locally.
  - Several residents spoke regarding user fees, parcel tax and metering in various combinations.
- Water Board
  - There should be a water Board separate from MIMC.

## **2. Sandspit Community Hall**

- The hall is an asset for the community.
- The hall should not be operated by a third party (community group).
- If MIMC cannot appoint sub-committees, who will run the hall? *[Solution - The RD would appoint a separate hall committee that would report to the board through MIMC].*
- Budget is reasonable as shown.
- Community should be doing more fundraising for the hall operations.
- In regard to taxing to fund the hall operations, some spoke in favour and some against stating that the community already had their say when the Alternate Approval Process was done.
- Concern was stated about the cost of administration.

## **3. MIMC Bylaw**

- The residents of Sandspit should have a say as to who sits on the MIMC committee.
- The RD should continue to hold an election rather than a nomination process.
- One person (the RD Chair) should not have the power to appoint the committee members.
- The fact that the RD had given three readings to the bylaw before the public forum was perceived as a message that the changes were already final.
- Concern was raised about how MIMC functions, “*dysfunctional*”.
- Sandspit should amalgamate with Queen Charlotte Village.

In general, the forum was successful in allowing residents to voice their opinions and it was viewed as a positive step in improving communication.

Staff also received comments from two Sandspit residents who were unable to attend the public forum. Their emails are attached as “Attachments B and C”.

## **Staff Comments and Recommendations:**

### **1. Sandspit Water System and Metered Billing**

This is a contentious issue in the community. There is concern in the community in regard to how the water system is being run and the budget.

Staff is recommending that:

- any metered water billing be deferred until after the feasibility study for the water filtration system is completed, as the implementation of a treatment system could have an impact on the budget and trigger a need to amend the fee structure.
- MIMC to continue to gather the metered usage and provide that data to the Regional District to support further analysis of usage and potential metering structure.
- Once the feasibility study is completed, a separate advisory committee be formed to undertake a review of the budget and fee structure and make recommendations back to the Board.
  - Specific terms of reference be developed for the advisory committee in relation to reviewing the budget and recommending the optimum fee structure to achieve a financially sustainable water system.
  - The committee be dissolved once the recommendations to the Board are finalized.

### **2. Sandspit Community Hall**

In general, there seemed to be support for taxation to support the hall operations.

Staff recommends proceeding with the referendum in November to give the community the final say. However, if the referendum fails, then the Regional District will be faced with finding a third party that would be willing to take over the hall.

### **3. MIMC Bylaw**

There is a benefit to having a committee to assist the Regional District in the provision of programs and service in the community; however the committee, as it is currently functioning, is too disconnected from the Regional District. While some progress has been made to improve the accountability and communication there is resistance by the Director and MIMC members to the changes proposed by staff.

Staff supports having a committee, but the legislation must be followed, and the committee cannot operate in isolation from the Regional District. In addition, staff is concerned about the capacity of the committee to undertake the necessary administrative tasks including the management of the water system. This lack of capacity puts the Director in the position of taking on an administrative role which would normally be carried out by staff.

In regard to the issue of elections versus nominations, although the community voiced strong feelings about Sandspit being able to *"maintain their right to democratically select*



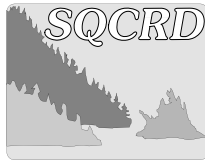
*the members of MIMC*", staff strongly supports changing to a nomination process. The nomination process could look similar to the elections held in the past, including an opportunity to vote on the names put forth for nomination.

In addition, the MIMC elections were held at the same time as the local government election; and while there may have been a cost saving, the fact that they were held together gave the perception that the MIMC elections were legislatively permitted. To avoid that perception, staff is recommending that the new process be held separate from the local government elections.

Staff is recommending that:

- Moresby Island Management Standing Committee Bylaw No. 579, 2014 be adopted without further amendments;
- That staff develops a set of procedures for the nomination process and hold a "nomination and opportunity to vote for MIMC members" in the spring following the local government elections;
- That MIMC ensures that teleconference capability is available to allow the CAO to attend future MIMC meetings. This would facilitate more effective communication between the Regional District and the Committee and ensure that the Regional Districts interests are represented to the Committee.

The Board may also consider a further change to the bylaw whereby the Electoral Area E director be appointed by the Board in a non-voting liaison capacity and not serve as chair of the committee.



**SANDSPIT PUBLIC FORUM**

Notes to the public forum held in the Sandspit Community Hall in Sandspit at 1:30 p.m. on Saturday, July 12<sup>th</sup>, 2014.

Present:	Chair, Skeena-Queen Charlotte Regional District	B. Pages
	Director, Electoral Area E	E. Putterill
	Director, Village of Port Clements	I. Gould
	Director, Village of Queen Charlotte	C. Kulesha
Also Present:	Chief Administrative Officer	J. Merrick
	Planning Intern	M. Barthel
	Members of the Public	24

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## **1. Call to Order**

The Sandspit public forum was called to order at 1:30 p.m.

## **2. Introductory Remarks**

The Chair introduced himself and staff in attendance and stated the purpose of the public forum was to provide residents with information pertaining to the Sandspit Water System and Billing; the Sandspit Community Hall; and the Moresby Island Management Standing Committee, as well as to provide residents with an opportunity to provide constructive dialogue on these topics.

Those wishing to speak were each given a reasonable opportunity to be heard respecting matters related to the identified topics, based on the following criteria:

- Speakers must present themselves at the forum and sign the speakers list to be called upon; and
- The speaker must identify herself/himself by full name and residential or business address.

The Chair then indicated that the forum was an opportunity for the Skeena-Queen Charlotte Regional District Board and Moresby Island Management Committee members to hear the concerns and opinions of the public, however, no disrespectful conduct would be tolerated.

### 3. Public Remarks

#### 3.1 Sandspit Water System and Billing

Adrianna Spighi, Sandspit resident, addressed concerns she had regarding the water quality and sand in the water system. Ms. Spighi also expressed that she would like to see the water consumption threshold be revised based on the number of occupants per household, as she believes the current system is unnecessarily punitive to families. Ms. Spighi stated that many residents will now be returning to the previous well water system which will equate to lost revenue for the Regional District.

*Chair Pages responded that the process was managed through MIMC and the Electoral Area E Director, and that the process was recommended from the community. Chair Pages reiterated that today's forum was to receive feedback from the community and the Board welcomes ideas on how to more efficiently manage and operate the water system.*

Patricia Parsons, Sandspit resident, pointed out that, of the roughly 200 households in the community of Sandspit, only 67 received metered water bills, which she says does not take into consideration the transient and seasonal population in the community.

Doug Gould, Sandspit resident, expressed concern in regard to the financial sustainability of the water system. More specifically, Mr. Gould asked where it was possible to save money in the budget, and urged staff to analyze how we run the system to operate more efficiently. Mr. Gould also addressed the water filtration system and voiced his opinion that he does not believe the Regional District should pursue a water filtration system study if the Board and Northern Health Authority does not have any issue with current water treatment. Mr. Gould also inquired as to what the difference between a Water Board versus MIMC to manage the water system may look like, as well as voiced concern that the water consultant and Electoral Area E Director do not listen to residents of the community when discussing these issues.

Bill Beldessi, Sandspit resident, stated that the water metering system was implemented as part of a grant and not because of the community residents' desire to do so. Mr. Beldessi iterated that the commitment of the community was on the basis that the water bills not exceed \$150. Mr. Beldessi believes that charging \$150 as a base user fee is too low, but the current rate is too high. He also feels that the current water threshold is too low and that it should be increased to a realistic level (190 m<sup>3</sup>). Mr. Beldessi took issue with the current budget for the water system and requested further information on the administration costs, as well as mentioned that no reserves have been established since the system began. Mr. Beldessi expressed concern that the Regional District may seek \$3 million to fund a water filtration system without first holding a referendum. Mr. Beldessi took issue with the \$500 water system disconnection fee.

*The Chief Administrative Officer noted that a financial breakdown of administration costs was included in the agenda package.*

*Director Putterill noted that there is approximately \$30,000 in reserve and that it was necessary to cease contributions to the reserve as the system was operating with a deficit.*

*Chair Pages stated that a borrowing of \$3 million to fund a water treatment system could not proceed without going to a referendum.*

Bill Quaas, Sandspit resident, expressed his opinion that the water fees are high and that residents are not seeing the service they pay for. Mr. Quaas questioned the legal and professional fees required to operate the service, as well as commented that \$19,000 to fund a water filtration study was frivolous and unnecessary.

*Director Putterill noted that potential threats had been identified in the water system and, because of the seriousness, the Board decided to move forward with a study to estimate the cost of implementing a water treatment process.*

Carole Wagner, Sandspit resident, inquired as to whether \$3.2 million to fund a water treatment system was realistic, as well as to whether or not the threshold for water consumption will be increased this year. Ms. Wagner, in regard to water quality, pointed out that residents have been drinking the water for years and have yet to see someone fall ill as a result. Ms. Wagner believes that the administration function for the water system should be done locally.

*Director Putterill, in response to Ms. Wagner, noted that a study had not been completed and subsequently, the cost to fund a water treatment system was unknown. Director Putterill also noted that, in regard to the water consumption threshold, MIMC came to the 500L figure in 2010, which was based on an analysis of consumption over previous years. He also noted that the threshold can be restructured.*

*The Chief Administrative Officer mentioned that the Sandspit Water Regulation Bylaw No. 588, 2013 is still active; however, billing for the year has been rescinded.*

Audrey Putterill, Sandspit resident, inquired as to who would be liable if people were to get sick from drinking the water, and what sort of legal ramifications would ensue. Ms. Putterill asked what the residence vacancy rate in Sandspit is, to which Ms. Bowler replied 45%.

*The Chief Administrative Officer, in response to Ms. Putterill's comments, stated that, ultimately, it is the Regional District's water system, and that the organization is liable were something to go wrong.*

Gail Hoss, Sandspit resident, expressed concern regarding water quality and safety and referenced a letter she had received from MIMC in regard to chlorine byproducts in the water. Ms. Hoss reiterated that the water consumption threshold needs to be increased, as well as noted that the commercial fees are high and that any further increase would be cause serious detriment to local businesses.

*Chair Pages, in response to Ms. Hoss' concerns, stated that the water safety issue was brought to the Board a while ago, at which time the Board invited Northern Health Authority to discuss the issue further at a public meeting, which Northern Health felt was unnecessary due to the low levels of chlorine byproduct in the water system.*

Marcel Vesti, Sandspit resident, noted that he was told a \$1,500 fee would be charged for connecting his residence with the water system.

*Director Putterill, in response to Mr. Vesti, stated that there is a \$1,200 fee which is based on the cost to install service from a main water line.*

Stan Hovde, Sandspit resident, reiterated that the current threshold is too low and that it needs to be increased, as does the user fee.

Duane Gould, Sandspit resident, stated that a Gwaii Trust grant amounting to \$3 million funded the water system. Mr. Gould also noted that there had previously been a Water Board established to oversee the development of the system and that the Board was disbanded without prior consultation. Mr. Gould stated that he would like to see a reduction in the cost to manage and operate the water system.

Carole Bowler, Sandspit resident, asked the public how many were considering returning to a well water system, to which nine (9) replied “yes”.

In summary, those Sandspit residents that were in attendance at the public forum felt that the main issues moving forward are to reduce the budget to manage and operate the Sandspit water system; to establish a Water Board to oversee various aspects of the Sandspit water system; and that the threshold for water consumption and user fee structure need to be revised to allow for more use and lower end-user costs.

### **3.2 Sandspit Community Hall**

Bill Beldessi, Sandspit resident, expressed his support for establishing a service to operate the Sandspit Community Hall and noted that the hall is an asset for the community. Mr. Beldessi does not believe that the community hall should be operated through a volunteer group. Mr. Beldessi also sought assurance that, if the community is to proceed with fundraising for the community hall and the hall is subsequently closed, the funds raised are to remain in the community.

Gail Hoss, Sandspit resident, questioned how the Regional District will operate the community hall, and took issue with who will appoint a committee to do so.

*In response to Ms. Hoss, the Chief Administrative Officer noted that the Regional District would like to continue to have the hall operated by a committee. However, in order to follow the legislation and to insure that there is liability coverage for the hall, the Regional District would have to establish committees directly rather than allow them to be established as sub-committees of MIMC. The new hall committee would report to the Regional District but MIMC would be granted advisory powers in relation to the hall operations.*

*Director Putterill stated that, in terms of management, MIMC recommended that this subcommittee was to operate under MIMC, however, it can be done through the Regional District should the new MIMC bylaw pass.*

Carole Bowler, Sandspit resident, expressed her agreement with the community hall budget as shown. Ms. Bowler noted that Sandspit is home to a number of community members who would not let the community hall project dissolve. Ms. Bowler stated that the Regional District should manage and operate the community hall and the residents should be paying for the service.

Doug Gould, Sandspit resident, stated that he believes the community should be doing more fundraising to support the community hall's operations and management and that he is not in favour of increasing taxation to support the community hall. Mr. Gould noted that a majority of the community already voted to not establish a similar service and questioned whether or not taking the topic to referendum is wise.

Cathy, Sandspit resident, took issue with the wording of the referendum question and asked if the Regional District will be receiving more funding for the hall.

*The Chief Administrative Officer responded that the Local Government Act requires the wording of the question and explained that the service will allow the Regional District to collect taxes for the operation of the community hall.*

*Director Gould stated that the current Sandspit Community Hall budget is bare and that the community is expected to fundraise to meet any budgetary shortfall.*

Bob Ells, Sandspit resident, noted that that he took offense to the idea of abandoning the Sandspit Community Hall project. Mr. Ells questioned how the Port Clements Community Hall is funded and how much volunteer commitment is required.

*Director Gould responded that the Port Clements Community Hall is not run through the local government, rather through a small grant-in-aid.*

*Director Kulesha responded that, in Queen Charlotte, the local government charges \$25.00 per parcel and fundraises to operate a community hall.*

Marcel Vesti, Sandspit resident, questioned how much money was being spent on administration versus operating costs for the Sandspit Community Hall budget.

*Director Putterill responded that he will go through these figures with the public at the next MIMC meeting.*

Audrey Putterill, Sandspit resident, noted that the Sandspit Community Hall is the heart of the community and it needs to remain open to the public. Ms. Putterill questioned the sustainability of the community hall should a third party organization take on the responsibility and subsequently be dissolved.

*Director Putterill responded that the community hall would need to be funded regardless of which community group were take on the hall's operations. Director Putterill noted that the proposed bylaw would allow for long-term certainty in the service.*

Duane Gould, Sandspit resident, expressed a desire to keep the costs of managing and operating the Sandspit Community Hall low.

*Chair Pages reiterated that the current Sandspit Community Hall budget is minimal as it is.*

In summary, Sandspit residents in attendance at the public forum noted that they are generally supportive of establishing a service to operate the Sandspit Community Hall, however, raised concern in regard to the upcoming referendum, as well as the proposed budget. Residents noted that fundraising to cover any budgetary shortfall would not likely be an issue for the community.

### **3.3 Moresby Island Management Standing Committee**

Bill Beldessi, Sandspit resident, made a recommendation that the Regional District continue to hold an election process for MIMC that coincides with the local government general election, with the onus put on the community. Mr. Beldessi also expressed a desire to keep land use planning issues with MIMC.

Carol Wagner, Sandspit resident, was in agreement with Mr. Beldessi's recommendation, and does not believe that one person [Chair] should have the ability to appoint all MIMC members.

Bob Ells, Sandspit resident, pointed out that, in the past, elected members had been appointed by the Chair. Mr. Ells questioned why it is that a committee member may be removed from their position on the committee, as well as mentioned that the election/nomination process should be sorted out before giving final reading the Bylaw No. 579, 2014.

*The Chief Administrative Officer responded that the intention is not for the Chair to not appoint those chosen in a nomination process to sit as MIMC members, and reiterated that, as per the Local Government Act, the Regional District must maintain that right.*

Audrey Putterill, Sandspit resident, noted that, in the essence of saving on costs, the majority of Regional District meetings should be held via teleconference.

Stan Hovde, Sandspit resident, expressed concern that the Regional District Board had given three readings to Bylaw No. 579, 2014 prior to holding the public forum. Mr. Hovde felt that sent a strong message to the community.

*In response to Mr. Hovde's comments, the Chief Administrative Officer noted that communication between the Regional District, MIMC and the community of Sandspit could be improved, and noted that the issue had been in discussion for two (2) years prior to being given 3 readings.*

Cathy, Sandspit resident, questioned whether or not appointing committee members was a standard among all local governments, and also stated that it is the elected official's responsibility to communicate the community's opinion to the Board.

*In response to Cathy's question, the Chief Administrative Officer stated that the only election held is for municipal and electoral area directors.*

*Director Putterill stated his opposition to the Board's view on this matter and that he believes an election process should be held in conjunction with the local general election and then forwarded to the Chair for appointment.*

Duane Gould, Sandspit resident, expressed a desire to hear the consultation on the terms of reference and iterated that the community needs to have input toward MIMC and its members. Duane noted that when democracy becomes dysfunctional change is needed; he believes MIMC is dysfunctional.

Marcel Vesti, Sandspit resident, stated that the power needs to be from “bottom-up” and reiterated that an election process should be held. Mr. Vesti suggested that Sandspit be amalgamated with another municipality.

Doug Gould, Sandspit resident, in response to Mr. Vesti’s comment, noted that holding an election process is outside the power of Sandspit and to do this would require that the community incorporate. Mr. Gould noted that MIMC is an advisory committee. Mr. Gould also stated that communication is an issue and that democracy is not about just attending meetings but also being knowledgeable about topics being discussed.

Carole Bowler, Sandspit resident, noted that MIMC passed a motion to keep the original MIMC bylaw and was upset that she was told the MIMC bylaw would not be discussed at the July 12, 2014 Sandspit public forum.

*In response to Ms. Bowler’s concerns, Chair pages noted that he had asked the Chief Administrative Officer to include the MIMC bylaw on the public forum agenda.*

In summary, Sandspit residents who attended the public forum expressed that they would like to continue with an election process for MIMC members. Additionally, communication between the Regional District, MIMC and the community of Sandspit needs to be improved.

### **3.4 Other Comments and Questions**

None.

## **4. Adjournment**

The public forum was adjourned at 4:20 p.m.



**Joan Merrick (SQCRD)**

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**From:** [REDACTED]  
**Sent:** July-28-14 3:12 PM  
**To:** Joan Merrick (SQCRD)  
**Subject:** New Bylaw

Dear Ms. Merrick,

I hope this e-mail finds you in good health.

Unfortunately I missed the meeting where the New Bylaw was being discussed as I had 93 year old parents that needed attention.

I do not believe that the MIMC members that walked out of that meeting had the intention of resigning by doing so.

Perhaps Warren Foster has a different position on the subject.

If the process is fair and not tainted by false allegation and slander of others, I feel the selection (By the RD Chair) of MIMC members will be accepted openly by the community.

As for the Sandspit hall service referendum, I feel that it will be accepted "provided" none of those tax dollars are put in a slush fund to fund other activities as the last service referendum appeared to be heading.

I am one of the bigger tax payers in town and have no problem supporting the "hall" service.

As far as the water system goes, the idea of a Nano filtration system is a pipe dream and totally unaffordable for a community of our size with no one qualified to run it. Further, many in the community, myself included, are concerned that maintenance work is being performed that only a ticketed trades person should be performing. I am sure that the insurance company would not approve of this type of activity.

I hope that the transition goes well and we can establish a closer and more amiable working relationship with the Regional District.

Respectfully,

Gordon Usher

info@sqrld.bc.ca

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**From:** Hainstock, Sandra Gene EHS:EX <Gene.Hainstock@bcehs.ca>  
**Sent:** Wednesday, July 09, 2014 9:21 AM  
**To:** 'info@sqrld.bc.ca'  
**Subject:** FW: Sandspit Water/Community Hall  
**Attachments:** Dear Editor0001.tif

Msg. below

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**From:** Hainstock, Sandra Gene EHS:EX  
**Sent:** Wednesday, July 9, 2014 9:20 AM  
**To:** 'info@sqrld.bc.ca'  
**Subject:** Sandspit Water/Community Hall

Hi Joan, in regards to the water billing issue for Sandspit I believe the volume of water we should be entitled to before overuse kicks in should be the same as the National Average which I believe is 525 litres per day. We definitely do not have a shortage of water as almost every day Mr. Prudhomme releases gallons of water out various hydrants spewing it across the road into the ocean or ditches in some locations. This seems like a terrible waste of our valuable resource, a practise I have never seen done before in the many communities I have lived in.

On the Sandspit Community Hall issue I do not understand why we need another referendum on it, we voted to not have taxes raised to support it in the last referendum. Our Taoist Tai Chi Group letter to the Editor of the Observer(attached) last April, states quite clearly the Community Hall is being totally mismanaged by the current committee. I would like to see a financial statement posted in the community, stating what the annual income of the hall is, who gets free rent and why. And what the expenses are, No one should get free rent if the hall is operating at a deficit.

I know the Junior Rangers are given free rent, this is wrong, there are three outfits that will fund Junior Ranger Programs in order to pay such expenses as rent. We are told they do clean-up around and in the hall. Whose mess are they cleaning up? In our initial rental agreement it states clearly the hall must be left clean or users will be charged.

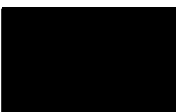
I believe Sandspit does not have the population to support this building and it should be sold off, we have other venues in town where meetings and other activities could be held. The school is available for community use, also The Sandspit Harbor Inn is opened up again and offers services to the general public, Transport Canada lets the airport be used for meetings and Taoist Tai Chi. .

Our community is shrinking badly and the few of us left are struggling to make a living to survive here, we do not need the extra burden of a non-viable building to support for a handful of users who don't want to pay.

I hope to make it to the meeting, but will be out camping and that might be hard to leave, as I get so little time for it with all my other duties.

Thanks for your time Joan.

Gene Hainstock



TO: JOAN MERRICK

SKEENA-QUEEN CHARLOTTE REGIONAL DISTRICT

FAX: 1 250 627-8493

[jmerrick@sqcrd.bc.ca](mailto:jmerrick@sqcrd.bc.ca)

Hello Joan

Thank you for taking our input. As a long time resident of Sandspit I am very disappointed in the proposed new Bylaw to govern MIMC. I shall explain.

We already have under section 176(1(e)) of Bylaw 388, the ability of the Board to delegate administrative powers and set the terms and conditions of the operation of the Committee.

How will nomination Procedure be consistent with Election Procedures such as

- (a) Entitlement to vote. Who actually determines who is eligible to vote or nominate?
- (b) Nomination Process – same question as above
- (c) Elections – the people who live in Sandspit should have the opportunity to decide who they want to represent them on the Regional District Board and on MIMC. We feel that we need to choose our people so there is a broad cross section of opinion. The Regional District Board or the Chair does not have the ability to know who the people would choose.
- (d) Recommendations: The names of the successful candidates are to be forwarded in writing to the Regional District Administrator following the election.

4. (a) The chair-person shall make the initial appointments to the Management Committee.

No changes are required to any of the above.

It does seem to me that the Regional District Administrator would have the opportunity to eliminate undesirable people during the nomination process and certainly before an election ever took place.

I think the Bylaw No. 388 could stay in place with a few changes that would satisfy the requirements of MIA and the Local Government Act.

A big change that would go a long way in making MIMC function as it was intended is to NOT allow the Regional District Director for Area E to also sit as the Chair of MIMC.

Page 2

We feel there has not been enough time for Public input on this matter and that there is a great need for an ADVERTISED, SCHEDULED PUBLIC MEETING to discuss the proposed changes. The recent Public Forum in Sandspit was not scheduled to discuss this topic and people feel a little cheated by the Regional District. They feel they have been kept in the dark with little opportunity for discussion and input on this matter.

No one ever took the time to really discuss this with the people of Sandspit.

Please consider taking more time before you make your final decision, we have lost a lot in the last few years, with the B C Ferry situation being what we thought was the last straw for our community, and now we find that the Regional District is considering taking our opportunity to vote for our MIMC members away, we feel like our right to Democracy is being taken away, no matter how you want to sugar coat it, we are losing more than you can imagine.

I also feel we need to re-establish the Sandspit Water Board.

Thank you for your time,

Patricia Parsons



Sandspit, B C

(1)

# PETITION TO SKEENA QUEEN CHARLOTTE REGIONAL DISTRICT

WE, THE UNDERSIGNED RESIDENTS OF SANDSPIT WISH TO REGISTER OUR REQUEST TO THE SKEENA QUEEN CHARLOTTE REGIONAL DISTRICT TO KEEP THE OLD BYLAW GOVERNING MIMC OR CHANGE THE PROPOSED NEW (DRAFT) BYLAW # 597 SO WE CAN MAINTAIN THE FOLLOWING:

1. WE WANT THE RIGHT TO VOTE FOR OUR MIMC MEMBERS. WE UNDERSTAND THE REGIONAL DISTRICT MUST STILL APPOINT THOSE PEOPLE WE HAVE ELECTED, AS HAS HAPPENED IN THE PAST.
2. WE WANT TO VOTE/SELECT OUR MIMC MEMBERS ON THE SAME DAY AS THE PROVINCIALLY MANDATED LOCAL GOVERNMENT ELECTIONS.
3. WE REQUEST A REFERENDUM ON THIS PROPOSED NEW DRAFT BYLAW # 597 IN THE NEXT PROVINCIAL GOVERNMENT ELECTIONS, NOVEMBER 2014, AND THEREFORE DELAYING THE PASSING OF THIS NEW DRAFT BYLAW # 597 UNTIL THE RESIDENTS OF SANDSPIT HAVE HAD THE OPPORTUNITY TO BE HEARD.

NAME	ADDRESS	SIGNATURE
Holly Berg	Box 65, Sandspit	Holly Berg
PARSONS	497 BEACH ROAD, SANDSAT	17005
Valerie Labrecque	381 Spruce Rd Sandspit	Labrecque
Jasna Woodmes	437 Allford Bay Rd.	Jasna Woodmes
Mark Robins	373 Beach Rd	Mark Robins
Sandra Luss	314 Park Rd Sandspit	Sandra Luss
Mike Robinson	370 Robin Rd Sandspit	Mike Robinson
BOB PRUDHOMME	406 HIGHWAY DRIVE SANDSPIT	Bob Prudhomme
Rhonda McNeil	Box 155 Sandspit	Rhonda McNeil
Kaitlyn Salanski	Box 402 Sandspit BC	Kaitlyn Salanski
Robert Houston	466 Copper Bay Rd. Sandspit	Robert Houston
Dea Zimmerman	445 Beach Drive	Dea Zimmerman
Gene Hirstode	444 Park Rd Box 4 Sandspit	Gene Hirstode
DAN LOULTER	Beach Road (Guest House)	Dan Loulter
Judy Haddock	455 Beach Rd Sandspit	Judy Haddock
Robert Haddock	455 Beach Rd Sandspit	Robert Haddock
DAT Saks	Beach Rd Sandspit	DAT Saks
Bill Beldem	Beach Rd Sandspit	Bill Beldem
ELAINE KWASNICKI	Box 214 / 502 Copper Bay Rd.	Elaine Kwasnicki
Rae Bolam	Box 712 / 385 Copper Bay Road	Rae Bolam
Kim Forbes	Box 53 Sandspit NOTED	Kim Forbes

## 2

**WE, THE UNDERSIGNED RESIDENTS OF SANDSPIT WISH TO REGISTER OUR REQUEST TO THE SKEENA QUEEN CHARLOTTE REGIONAL DISTRICT TO KEEP THE OLD BYLAW GOVERNING MIMC OR CHANGE THE PROPOSED NEW (DRAFT) BYLAW # 597 SO WE CAN MAINTAIN THE FOLLOWING:**

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[illegible]

# PETITION TO SKEENA QUEEN CHARLOTTE REGIONAL DISTRICT

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NAME	ADDRESS	SIGNATURE
BELINDA ESPINAL	441 BEACH RD SANDSPIT	[Signature]
Anilda Diebold	372 Christina Place Sandspit	[Signature]
LORI WILSON	382 School Rd Sandspit	[Signature]
CAROL WAGNER	499 BEACH RD	[Signature]
PAVLEN NABOK	401 BEACH RD	[Signature]
Sam Clark	59 Airport Rd.	[Signature]
Joni Fraser	37 Radio Rd	[Signature]
Sgt Dicken s	355 Beau RD	[Signature]
Laura Smith LAURA SMITH	516 Copper Bay Rd.	[Signature]
Ariana Spighi	506 Copper Bay Rd	[Signature]
MIKE FERNANDEZ	401 BEACH RD.	[Signature]
Ruby Brady	Beach 2 Sandspit	[Signature]

PETITION TO SKEENA QUEEN CHARLOTTE REGIONAL DISTRICT

**WE, THE UNDERSIGNED RESIDENTS OF SANDSPIT WISH TO REGISTER OUR REQUEST TO THE SKEENA QUEEN CHARLOTTE REGIONAL DISTRICT TO KEEP THE OLD BYLAW GOVERNING MIMC OR CHANGE THE PROPOSED NEW (DRAFT) BYLAW # 597 SO WE CAN MAINTAIN THE FOLLOWING:**

1. WE WANT THE RIGHT TO VOTE FOR OUR MIMC MEMBERS. WE UNDERSTAND THE REGIONAL DISTRICT MUST STILL APPOINT THOSE PEOPLE WE HAVE ELECTED, AS HAS HAPPENED IN THE PAST.
2. WE WANT TO VOTE/SELECT OUR MIMC MEMBERS ON THE SAME DAY AS THE PROVINCIALLY MANDATED LOCAL GOVERNMENT ELECTIONS.
3. WE REQUEST A REFERENDUM ON THIS PROPOSED NEW DRAFT BYLAW # 597 IN THE NEXT PROVINCIAL GOVERNMENT ELECTIONS, NOVEMBER 2014, AND THEREFORE DELAYING THE PASSING OF THIS NEW DRAFT BYLAW # 597 UNTIL THE RESIDENTS OF SANDSPIT HAVE HAD THE OPPORTUNITY TO BE HEARD .

NAME	ADDRESS	SIGNATURE
GAIL Y HENRY	529 Beach Road, Box 82	Gail Henry
MITCH COLLINS	BOX 468	Mitch Collins
MEL FALCONBRIDGE	406 SCHOTT RD	Mel Falconbridge
Judy Foster	1-4711111111	Judy Foster
Ryan Brandy	Ryan Brandy	Ryan Brandy



# PETITION TO SKEENA QUEEN CHARLOTTE REGIONAL DISTRICT

WE, THE UNDERSIGNED RESIDENTS OF SANDSPIT WISH TO REGISTER OUR REQUEST TO THE SKEENA QUEEN CHARLOTTE REGIONAL DISTRICT TO KEEP THE OLD BYLAW GOVERNING MIMC OR CHANGE THE PROPOSED NEW (DRAFT) BYLAW # 597 SO WE CAN MAINTAIN THE FOLLOWING:

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NAME	ADDRESS	SIGNATURE
TANCIS FULLUM	363 CHRISTINA PL	Tancis Fullum
SAROLE BOWLER	479 BEACH RD.	Sarole Bowler
Audrey Puthill	350 Christina Place	Audrey Puthill
CATHERINE L. KENYRIS	479 Beach Rd. #3	Catherine Kenyris
Deborah McGowan	390 Schenl Rd.	Deborah McGowan
Peter Greenberg	479 Beach Rd #3	Peter Greenberg
Chris McWhorter	387 Spruce	Chris McWhorter
Margit Deslauriers	501+503 Beach Rd	Margit Deslauriers
Corinne Trecovert	402 Radio Rd.	Corinne Trecovert
KYNDY WHITE	435 BEACH RD	Kyndy White
PATRICK BOWLER	479 BEACH ROAD	Patrick Bowler
ROBERT BRADY	Piper Creek Box 254	Robert Brady

## 6.

**WE, THE UNDERSIGNED RESIDENTS OF SANDSPIT WISH TO REGISTER OUR REQUEST TO THE SKEENA QUEEN CHARLOTTE REGIONAL DISTRICT TO KEEP THE OLD BYLAW GOVERNING MIMC OR CHANGE THE PROPOSED NEW (DRAFT) BYLAW # 597 SO WE CAN MAINTAIN THE FOLLOWING:**

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[illegible]

James & Gail Henry  
PO Box 82  
Sandspit, BC  
V0T 1T0  
250-637-2212  
[yzphenry@qcislands.net](mailto:yzphenry@qcislands.net)

July 12, 2014

### **Water Service**

What is the cost of running the service and how much is need each year to build a reserve?

We would like to see the total divided amongst all properties in the community with possibly only half charged on property only.

This eliminates the extra costs for SQCRD with billing and related management.

We think that the contractor needs to have a form (duplicate) that allows him to give notice to any property owners that they have a possible leak. This puts the information in writing and can also be a warning with a time given for repair before the contractor would have to disconnect the water.

The amounts allocated per household are not enough, you could easily triple or more that amount. Also you are going to lose money in the current scenario as people choose to disconnect from the system and return to using their own wells.

Concerning the rumours that we need some special filter system, we would like to know why and what is being done to confirm or justify this need? We as a community do not have a lot of money and it is concerning that there may me other options that are not being looked at. Perhaps household filters could be cheaper to install and maintain and then you are only dealing with water used inside and not wasting treatment on water used outside.

### **Community Hall**

What are your plans to appoint a committee to manage the hall, it certainly cannot be done from Prince Rupert? Are you going to respect the current committee? We certainly have not been kept in the loop, no copies of the new budget, and no copies of the budget/expenditures for the last four years. These are things we have asked for and not received

If you want support there is a need for communication.

### **MIMC**

This bylaw may meet your needs, we do not see that it meets ours as a community. It could have been worded differently so that there is a clear and open process for the community to put forward the

names that the Chair of SQCRD would appoint. It is rather insulting that we are going to be “run” by a bunch of people who do not live here.

We must also say that the choice of 1:30 on a work day (Saturday is a workday here) for a public meeting is disrespectful of this community as this is our busiest time of year and most people are at work. The other very frustrating thing is that the notice in the paper said the copies of material could be seen in your office in Prince Rupert. Really? Not in the MIMC office in Sandspit or posted at the post office or the Super Valu?

We are very frustrated by all these issues.



## Referral Memo

**Date:** August 8, 2014  
**To:** SQCRD Board  
**From:** Morganne Barthel, Planning Intern

**Regarding:** Crown Land Application Request # 70430877 - 005

**Location:** THAT PART OF DISTRICT LOT 446, RANGE 5 COAST DISTRICT,  
CONTAINING 2.8 HECTARES MORE OR LESS.

**Deadline for response:** Response to the Province due August 7<sup>th</sup>, 2014  
 Extension granted to August 13<sup>th</sup>, 2014

### Summary of the Referral:

**Applicant:** Catla Enterprises

#### Lands Authorization:

**Tenure Type:** Lease - Commercial - Commercial B purposes.

**Purpose:** Catla Enterprises proposes to lease a single parcel of land with a total area of 2.88 hectares. This will facilitate the development of a campground facility complete with a main office, washroom/shower/restroom facilities. This proposed RV Park and campground development will help the District of Port Edward manage the rapid population growth expected.

**Size:** 2.800 Ha +/-

**Term:** 30 years

**Note:** The application area will require removal from the Provincial Forest.

**Comments from APC or Other Agencies:** N/A

**Staff Comments:** N/A

### Attachment:

1. Supplementary Information in Management Plan
2. Map 01 – Proposed Land Acquisition

**Catla Enterprises Ltd.**

**Crown Land Purchase Lease Application**

**Proposed RV Park and Campground Development**

**Management Plan – Supplementary Information**

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In response to a request for supplementary information to the resubmission of Mr. Stolz's Crown Land Lease Application on December 13<sup>th</sup>, 2013 a bullet-point list of responses has been provided for each individual question below.

**1. Timeline for construction? Projected Start date and end date? For each phase**

Assuming a successful 140 day Crown Land application process, clearing, grubbing and grading of the land for the campground will commence in the fall on September 1<sup>st</sup>, 2014 and building construction will begin on January 1<sup>st</sup>, 2015.

**2. What is to be built?**

A 35 site campground is proposed on the subject property, including washroom/shower/restroom facilities. The campground will also include park areas landscaping and green space.

**3. Access – Is it access of Skeena Drive or Wampler Way?**

Wampler Way, see attached drawing (C001: Preliminary Site Plan).

**4. Utilities – which are going to be needed?**

Power, telephone and water services will all be required. This will be a fully serviced campground with the exception of sanitary sewer services. All required services (private and municipal) will be accessed from Wampler Way.

**5. Location**

The approximate Latitude and Longitude for the subject property are: 54.228517 and -130.287462. The proposed campground is within the District of Port Edward municipal boundaries.

## 6. Impacts on traffic in the area

This development will likely generate one vehicle per campsite which would add a total of 35 vehicles to the District. The construction of Wampler Way will provide an excellent alternative transportation route to relieve the pressure off Spruce Avenue and Skeena Drive. The overall traffic impact will be minimal.

## 7. Justification add more detail

- **revenues? – how many homes to be built?**

The proposed campground will be approximately 2.88 ha. Assuming that approximately 35% of the site will be required to accommodate vegetated buffers, setbacks, gravel roads, campground facilities, buildings and greenspace areas, the net developable area is reduced to 1.87 ha.

A typical layout for a campsite is 20m x 23 m = 460m<sup>2</sup>. This layout will provide more than enough room for an RV, tent, vehicle parking, and fire pit plus a picnic table. Using a minimum campsite size of 460m<sup>2</sup>, the number of campsites which could be accommodated within the net site area is approximately 35 campsites (see drawing **C001: Preliminary Site Plan**).

Generally, a campground is a seasonal operation but with the potential advent of LNG , we anticipate an overall annual occupancy rate of 70%. Typical campground revenues are \$30.00-\$40.00 per night stay (average \$35.00).

Given the very high capital costs to construct this campground, with the steep topography with rock and muskeg, it is anticipated that the total site development costs will be in the order of \$1 Million. Campground infrastructure including watermains, washroom/shower buildings, and a caretakers residence will cost approximately \$400,000.00 to design and construct. The total capital costs, therefore will be approximately \$1.4 Million (approximately \$40,000.00/ campsite).

Assuming \$35.00 per night stay at 70% capacity, the campground should take approximately 10 years to pay for and make a modest income once District taxes, caretaker fees and maintenance costs are deducted.

- **Projected service numbers? Who are projected clients?**

The LNG plant will hire both permanent employees as well as subcontractors. In addition to the permanent LNG employees, the subcontractors will also utilize the campground during their temporary stay in town.

We envision a campground which will serve to host a broad spectrum of visitors, whether tourists to the area, LNG employee families who come to visit, or temporary LNG employees themselves, this campground will provide an alternative opportunity for accommodation in Port Edward.

- **Competition within 25 KM ?**

Port Edward currently has one, very small campground called Kinikinick campground.

## 8. Land Use

- **Will it affect community infrastructure – fire, emergency services, ? etc**

Yes this campground will provide opportunities for travelers to Port Edward, but will not create any permanent increases to the community. The campground will be designed to accommodate emergency ambulance and fire vehicles within the grounds in the event of an emergency. Medical emergency services are provided out of Prince Rupert and will have increased access to the District as a result of this development due to the contribution to the construction of Wampler Way.

- **Current status of all community services**

Typically, campgrounds are not a large consumer of water or power. The municipal and private services in the District of Port Edward are more than capable of accommodating a new, 35 site campground on Wampler Way.

## 9. Environment

- **Describe status of the land and landscape features. What is the current detail of the land? Trees, swamp, hilly terrain, steep terrain? Sloped at what grade?**

The subject property is partially treed, with rocky sections containing muskeg which will need to be removed prior to construction. The average grade on the site is approximately 15%. The site will be graded prior to campground construction.

- **Types of materials used, construction methods, means to minimize impacts etc.**

All buildings within the campground will be constructed with poured concrete foundations and wood framed structures. All exterior building materials will be hardy plank siding which is weather resistant and durable. Roadways will be gravel to limit the amount of impervious surfaces on the site and encourage



onsite storm management. Overflow storm will connect to newly created municipal storm systems on Wampler Way.

Construction methods will include standard cut and fill of earthworks; potential blasting of rock; clearing and grubbing; construction of civil and municipal infrastructure. All construction will be in accordance with the District of Port Edward Subdivision and Development Servicing Bylaw.

Noise, dust, and light pollution will all be mitigated utilizing standard construction mitigation measures.

- **Aquatic impacts. – flood potential of the area? Is it overlapping riparian areas? What is the sedimentation prevention plan for during construction?**

There is no flood potential in the area and the subject property does not overlap any riparian areas.

During construction of the project, soil stock piles will be stabilized or protected with sediment trapping measures such as tarping, silt fencing, and hay bales.

- **Wildlife habitat –What animals are there(not just large animals but also small)? And how will project affect them.**

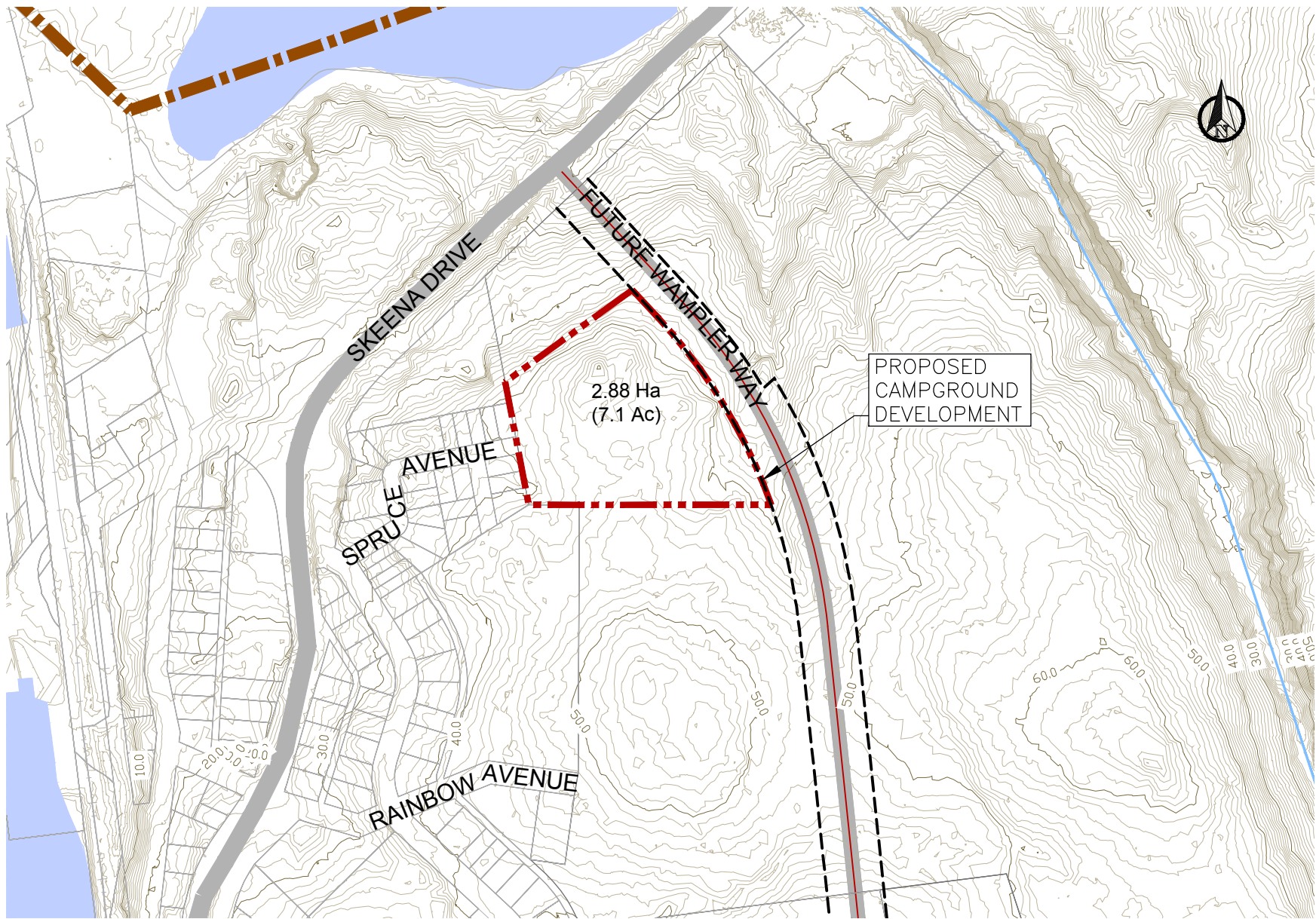
Animals which are native to the area include deer, bear, wolves and eagles. This project will increase the human presence in the area but due to the vast surrounding natural environment, there should not be any habitat loss for the animals. Additionally, there are no specified endangered animals in the immediate area which would be impacted by this development.

- **Describe any contact you may have had with First Nations, including names of First Nations or individuals contacted, provide copies of any info you may have acquired (the OCP consultation was not done by this applicant and should not be referenced in management Plan)**

No consultation with First Nations has occurred for this project. If the Crown would like to include First Nations in the referral process, Catla Enterprises is supportive.

#### **10. Preliminary Site Plan showing source of water, power, disposal of sewer, powerline tie in, telephone, etc.**

Please see attached drawing **C001: Preliminary Site Plan.**



DRAWN:	KP
CHECKED:	ANE
ENGINEER:	DJM
DRAWING FILE:	1246-07 Port Edward.dwg
CORRESPONDENCE:	DISTRICT OF PE
DATE:	1/11/13
SCALES:	1:5000

CONSULTANTS PROJECT No.

1246-07-00

DRAWING No.

MAP01

CATLA ENTERPRISES

PROPOSED LAND ACQUISITION  
PROPOSED CAMPGROUND DEVELOPMENT

**L&M**  
ENGINEERING LIMITED

1210 FOURTH AVENUE  
PRINCE GEORGE, B.C.  
V2L 3J4  
TEL. (250) 562-1977  
FAX (250) 562-1967



## Referral Memo

**Date:** August 8, 2014  
**To:** SQCRD Board  
**From:** Morganne Barthel, Planning Intern

**Regarding:** Crown Land Application Request # 70446360 - 003

**Location:** THAT PART OF DISTRICT LOT 446, RANGE 5 COAST DISTRICT,  
 CONTAINING 1.012 HECTARES MORE OR LESS.

**Deadline for response:** Response to the Province due August 7<sup>th</sup>, 2014  
 Extension granted to August 13<sup>th</sup>, 2014

### Summary of the Referral:

**Applicant:** Catla Enterprises

### Lands Authorization:

**Tenure Type:** Crown Grant (Direct Sale) - Commercial purposes

**Purpose:** Catla proposes to purchase a single parcel of land with a total area of 1.01 hectares. This acquisition of land will facilitate the development of a new highway commercial node consisting of a restaurant / motel / laundromat / commercial retail strip mall for LNG construction workers which will help the District of Port Edward manage the rapid population growth that is expected in the next 6-10 years.

**Size:** 1.0120 Ha +/-

**Term:** In Perpetuity

**Note:** The application area will require removal from the Provincial Forest.

Subdivision of parcel of land shall require approval by local municipality and MOTI.

**Comments from APC or Other Agencies:** N/A

**Staff Comments:** N/A

### Attachments:

1. Supplementary Information 4 pages
2. Map 01 – Proposed Land Acquisition 1 page

**Catla Enterprises Ltd.**  
**Crown Land Purchase Application**  
**Proposed Commercial Development**  
**Management Plan – Supplementary Information**

In response to a request for supplementary information to the resubmission of Catla Enterprises Ltd. Crown Land Purchase Application on December 13<sup>th</sup>, 2013 a bullet-point list of responses has been provided for each individual question below.

**1. Timeline for construction? Projected Start date and end date? For each phase**

Assuming a successful 140 day process, clearing, grubbing and grading of the land for the commercial development will commence in the fall on September 1<sup>st</sup>, 2014 and the construction of buildings and infrastructure will begin on January 1<sup>st</sup>, 2015.

**2. What is to be built?**

On the 1.01 hectare site, it is proposed to build an 80 unit motel with attached restaurant and a 5000 square foot commercial building with multiple tenants including a coffee shop, laundromat and general retail.

**3. Access – Is it access of Skeena Drive or Wampler Way?**

Primary access will be via Wampler Way, see attached drawing (C001 – Preliminary Site Plan).

**4. Utilities – which are going to be needed?**

Power, telephone, gas, water and sanitary sewer will all be required. This will be a fully serviced commercial node as supported by the District of Port Edward Official Community Plan. The required water and sanitary sewer services will be connected to the municipal infrastructure on Wampler Way.

**5. Location**

The approximate Latitude and Longitude for the subject property are: 54.229514 and -130.288089. The proposed commercial development is within the District of Port Edward municipal boundaries.

### 6. Impacts on traffic in the area

This development will be located at the key intersection of Wampler Way and Highway 599R. This intersection will be a T- intersection. This is a good location for a commercial node as identified and supported in the current Official Community Plan.

This location provides easy access to the various industrial areas including Lelu Island where the LNG project is proposed.

The Ministry of Transportation will most likely require a Traffic Impact Study which we will happily provide at the appropriate time.

### 7. Justification add more detail

- **revenues? Is it going to be kept as one big parcel or is it going to be subdivided and sold to interested businesses?**

The proposed commercial development will have two main buildings on site. The first building will be a 5000 square foot commercial building which will include a small coffee shop, convenience store, possible liquor store and laundromat. The second building will be an 80 unit motel, plus a 60 seat restaurant (as shown on drawing: **C001 Preliminary Site Plan**). The development will be owned and maintained by Catla Enterprises and will offer leased, commercial space to interested businesses.

The motel will consume approximately 25,000 sq. ft. of the commercial development on the site. The motel will be two storeys tall with approximately 40 rooms per floor, plus a motel office and a restaurant.

- **Projected service numbers? Who are projected clients?**

The projected clients will be the permanent residents of Port Edward, temporary construction workers, tourists and visitors.

- **Competition within 25 KM?**

Port Edward currently has one, very small convenience store. Port Edward residents currently are required to drive to Prince Rupert for all of their commercial servicing needs.

There are no motels in Port Edward.

### 8. Land Use

- **Will it affect community infrastructure – fire, emergency services,? etc**

Yes this commercial development will provide access to sundry goods, on-the-go servicing needs, and overnight accommodation for travelers to Port Edward. The development will not create any permanent increases to the population or put pressure on community infrastructure. The proposed commercial development will have minimal impact upon the existing community infrastructure. Municipal services and roads will be extended as required.

Medical emergency services are provided out of Prince Rupert and will have increased access to the District as a result of this development due to the contribution to the construction of Wampler Way.

- **Current status of all community services**

Very Good. The municipal infrastructure including the water supply facilities and the sewage treatment facilities are currently under-utilized and have substantial capacity to service the proposed commercial development.

### 9. Environment

- **Describe status of the land and landscape features. What is the current detail of the land? Trees, swamp, hilly terrain, steep terrain? Sloped at what grade?**

The subject property is partially treed, with rocky sections containing muskeg which will need to be removed prior to construction. The average grade on the site is relatively steep. The site will be graded and terraced prior to construction of the commercial development.

- **Types of materials used, construction methods, means to minimize impacts etc.**

All buildings for the commercial development will be constructed with poured concrete foundations and wood framed structures. All exterior building materials will be hardy plank siding which is weather resistant and durable. Parking areas will be paved to meet the standards set out in the District of Port Edward Subdivision and Development Servicing Bylaw.

Construction methods will include standard cut and fill of earthworks; potential blasting of rock; clearing and grubbing; construction of civil and municipal infrastructure. All construction will be in accordance with the District of Port Edward Subdivision and Development Servicing Bylaw.

## MANAGEMENT PLAN: SUPPLEMENTARY INFORMATION

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Noise, dust, and light pollution will all be mitigated utilizing standard construction mitigation measures.

- **Aquatic impacts. – flood potential of the area? Is it overlapping riparian areas? What is the sedimentation prevention plan for during construction?**

There is no flood potential in the area and the subject property does not overlap any riparian areas.

During construction of the project, soil stock piles will be stabilized or protected with sediment trapping measures such as tarping, silt fencing and hay bales.

- **Wildlife habitat –What animals are there (not just large animals but also small)? And how will project affect them.**

Animals which are native to the area include deer, bear, wolves and eagles. This project will increase the human presence in the area but due to the vast surrounding natural environment, there should not be any habitat loss for the animals. Additionally, there are no specified endangered animals in the immediate area which would be impacted by this development.

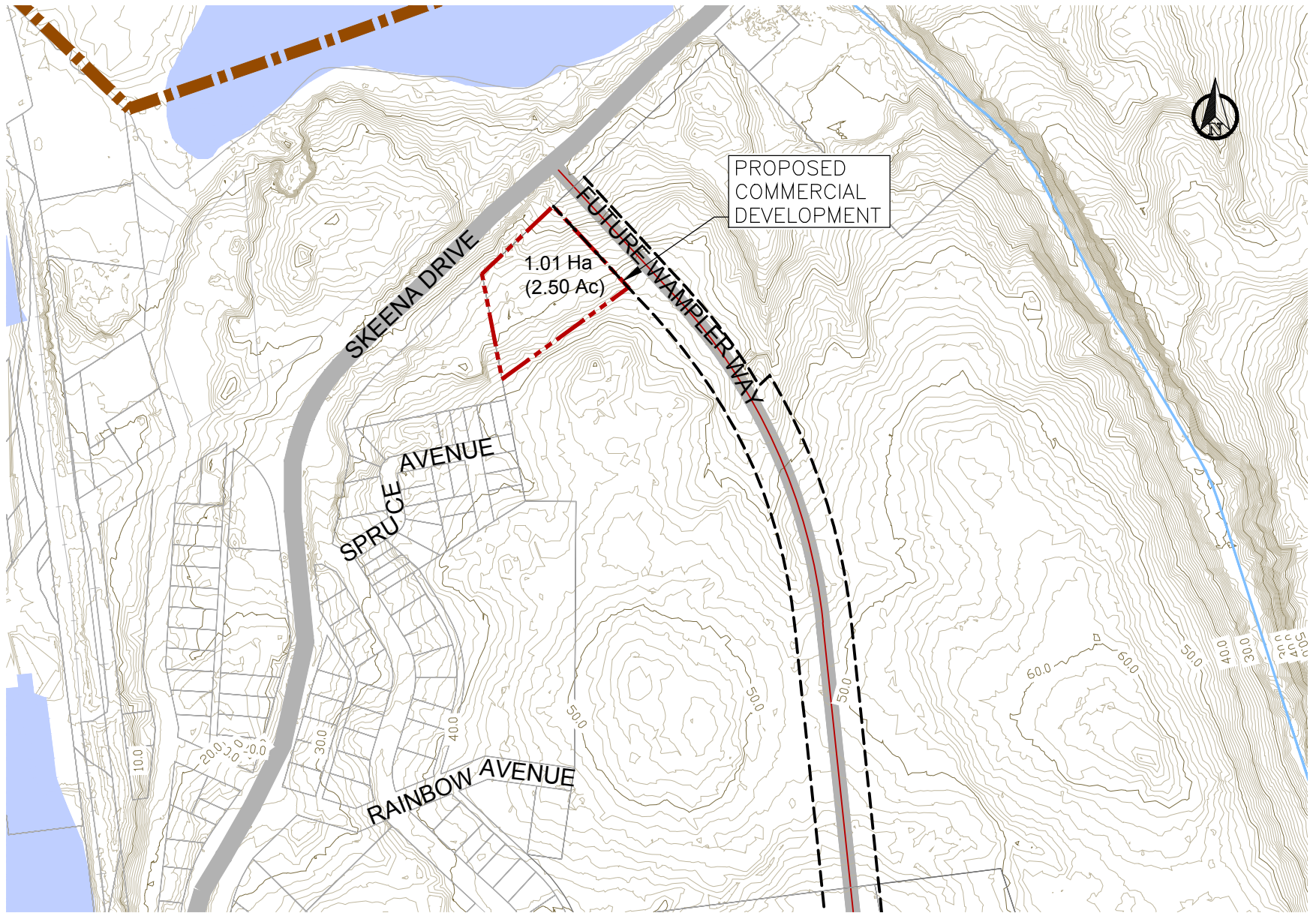
- **Describe any contact you may have had with First Nations, including names of First Nations or individuals contacted, provide copies of any info you may have acquired (the OCP consultation was not done by this applicant and should not be referenced in management Plan)**

No consultation with First Nations has occurred for this project. If the Crown would like to include First Nations in the referral process, Catla Enterprises is supportive.

### **10. Preliminary Site Plan showing source of water, power, disposal of sewer, power line tie in, telephone.**

Please see attached drawing: **C001 Preliminary Site Plan.**





DRAWN:	KP
CHECKED:	ANE
ENGINEER:	DJM
DRAWING FILE:	1246-07 Port Edward.dwg
CORRESPONDENCE:	DISTRICT OF PE
DATE:	1/11/13
SCALES:	1:5000

CONSULTANTS PROJECT No.
1246-07-00
DRAWING No.
MAP01

CATLA ENTERPRISES

PROPOSED LAND ACQUISITION

PROPOSED COMMERCIAL DEVELOPMENT

**L&M**

ENGINEERING LIMITED

1210 FOURTH AVENUE  
PRINCE GEORGE, B.C.  
V2L 3J4  
TEL. (250) 562-1977  
FAX (250) 562-1967





## Referral Memo

**Date:** August 8, 2014  
**To:** SQCRD Board  
**From:** Morganne Barthel, Planning Intern

**Regarding:** Crown Land Application Request # 70949960 - 004

**Location:** **Site 8:** All that unsurveyed crown land in the vicinity of Joseph Hill on Banks Island, Range 4 Coast District, containing 0.04 Ha +/-  
**Site 9:** All that unsurveyed crown land in the vicinity of Kutze Inlet, Range 4 Coast District, containing 0.04 Ha +/-

**Deadline for response:** Response to the Province due August 16<sup>th</sup>, 2014

### Summary of the Referral:

**Applicant:** Natural Resources Canada

### Lands Authorization:

**Tenure Type:** Designated Use Area

**Purpose:** Natural Resources Canada has applied to add two more sites to their existing tenure for seismic monitoring purposes. The two proposed locations would support GPS and seismic instruments as well as solar panels.

**Size:** **Site 8:** 0.04 Ha +/-  
**Site 9:** 0.04 Ha +/-

**Term:** Not specified

**Comments from APC or Other Agencies:** No APC in Electoral Area C.

**Staff Comments:** N/A

### Attachments:

1. Management Plan Overview 2 pages
2. General Location Map 1 page

### Overview

The original plan for the project has been altered since the initial application (October 2013) and consultation letters (December 2013). Although additional sites have been added, the overall infrastructure required will be less. Three sites have been relocated to Coast Guard repeater sites (NBC4, NBC5, NBC7). The motivation for this change was to make use of existing infrastructure. Since power and communications are available at the Coast Guard sites, the installation of solar panels and satellite dishes to support our instruments is not required. Four sites (NBC1, NBC2, NBC3, NBC6) are now GPS-only or seismic-only (as opposed to both), which reduces the infrastructure requirements at those sites. **In order to provide flexibility within our deployment plan, in addition to the sites in the existing application (File 6408633) we are requesting tenures for two more locations (NBC8 and NBC9 described below). These sites would support GPS and seismic instruments, as well as solar panels.**

In addition to location changes, the design of the solar panels and electronics enclosure has been modified to a more minimal one which will not require cement piers. Due to high winds, the solar panel 'rack', with the attached electronics enclosure (see figure 1) will need to be fixed to the bedrock with cables (shown in figure 1).

### Land Use

The maximum area each site will require is 20 m x 20 m. The exact layouts of each site will be determined at the time of installation. Due to the remoteness of these sites equipment will be transported by boat to an unobtrusive location of the waterway adjacent to each site where equipment will be slung by helicopter directly from the boat to the location. Since all access will be via boat and helicopter, no new access roads will be required. The locations were chosen for their open horizons, therefore no tree removal will be required; however minimal trimming may be required for GPS sight lines.

The installation of these stations is planned for August 2014. These are temporary stations and will be removed during the summer of 2017. Installation of each site will take 2-3 days (weather dependent) with 2-3 people, while site decommission will take 1 day with 2-3 people. During decommission all instruments, cables and cement, with the exception of the GPS bases (approximately 14"x14"x24") will be removed. In order to continue monitoring the long-term deformation in the area beyond 2017 by doing repeated, short-term GPS surveys (24-48 hours) at the exact same location as previous measurements, it is imperative that the GPS bases remain intact.

### Impacts

All possible sites we have chosen, to our knowledge, are not located on protected land, park land, or archeological sites. In most cases the locations included in the land reserve application are on mountain tops with little to no trees. The instruments to be installed are passive instrumentation. After installation, they passively record the ground motion, often less than what humans can feel. Data and power cables (inside protective conduits) that connect instruments to power and communication sources will be buried where possible. As mentioned, it would be beneficial for future research to leave the cement GPS bases intact after the sites are removed. It is anticipated that these installations will have negligible impact on the water, land, fish and wildlife in the area.

The ultimate goal of these instruments is to benefit communities in the area by improving their resilience towards natural geohazards. Due to the passive nature of these instruments, there will be no negative effects on communities in the area. As many resources as possible from the nearby communities (Hartley Bay and Klemtu) will be used. Results obtained from analysis of data recorded on these instruments will be regularly shared with communities in the North Coast region. In addition, if communities are interested personnel from the GSC can be available for community information sessions regarding topics related to our research.

### **Equipment Description**

Each site will have different instruments and equipment installed. Below are detailed descriptions of each instrument.

#### **Solar Panels (figure 1)**

- An aluminum frame approximately 7' long, 4.5' wide and 6.5' tall with up to 3 solar panels bolted to it.
- An aluminum box that houses all of the electronics and batteries is located in the centre of the aluminum rack and also acts as ballast for the aluminum frame.
- For locations that are known to be windy, the aluminum frame is lashed down using steel cables anchored to the bedrock.

#### **Seismic vault (figure 2)**





- A concrete pad approximately 38" x 38" and 6-8" thick depending on how flush the bedrock is.
- Rock anchors at the corners of the concrete pad ensure good coupling between the bedrock and the concrete.
- An aluminum box 34" x 34" and 24" tall is anchored to the concrete pad to house the seismometer.

#### **GPS Pier (figure 3)**

- Approximately 5' tall GPS antenna fixed to bedrock by 14" x 14" x 2' concrete base.



Scale: 1:850,000  
 Purpose: ENVIRONMENT, CONSERVATION,  
 Subpurpose: SCIENCE MEASUREMENT/RESEA  
 Type: RESERVE/NOTATION  
 Subtype: DESIGNATED USE AREA

 Original Tenure Area  
 Additional Area  
 Indian Reserves  
 Parks and Protected Areas



Referral Map



Date: 03 Jul 2014



## Referral Memo

**Date:** August 8, 2014  
**To:** SQCRD Board  
**From:** Morganne Barthel, Planning Intern

**Regarding:** Crown Land Application Request # 71222588 - 004

**Location:** That part of Section 22 Township 4, within Queen Charlotte District, shown outlined on sketch, containing 6.963 hectares, more or less.

**Deadline for response:** Response to the Province due August 10<sup>th</sup>, 2014  
 Extension granted to the following week

### Summary of the Referral:

Applicant: Ministry of Transportation and Infrastructure

#### Lands Authorization:

Tenure Type: Industrial Crown Grant

Purpose: Quarrying / Rip Rap

Size: 6.963 Ha +/-

Term: 3 years

**Comments from APC or Other Agencies:** No comments were received from the APC as of Thursday, July, 31, 2014.

**Staff Comments:** N/A

### Attachments:

1. Application 1 page
2. Map 1 page





The Best Place on Earth

Proposal for: RESERVES NOTATIONS  
DESIGNATIONS T.A.'S TAC

PROPOSAL FOR  
☒ ORDER-IN-COUNCIL RESERVE (SECTION 15)  
☒ MAP RESERVE (SECTION 16)  
☐ TRANSFER OF ADMINISTRATION (SECTION 106)  
☐ TRANSFER OF ADMINISTRATION AND CONTROL (SECTION 31)  
☐ DESIGNATED USE AREA (SECTION 17)  
☐ DESIGNATED CLOSURE AREA (SECTION 66)  
☐ NOTATION OF INTEREST

AGENCY NAME	Ministry of Transportation and Infrastructure		AGENCY: Honna Creek Quarry FILE NO: S14868
	RESPONSIBLE OFFICIAL FOR CONTACT: Satish Prasad	AGENCY ADDRESS: 213 1011 4 <sup>th</sup> Ave., Prince George V2L 3H9	PHONE NO.: (250) 565-6691

LAND PURPOSE	Quarry		
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LAND LOCATION	Located on Honna Main FSR, approximately 4km West of Queen Charlotte City on Haida Gwaii.	LAND DISTRICT: Queen Charlotte	AREA (ha): 7.0 ha.
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CROWN LAND IS	That portion of Section 22, Township 4, Queen Charlotte Land District. See attached plan.		
<input type="checkbox"/> SURVEYED GIVE LEGAL DESCRIPTION			
OR			
<input checked="" type="checkbox"/> UNSURVEYED GIVE METES AND BOUNDS DESCRIPTION			

THE AREA REQUESTED IS OUTLINED IN RED ON ATTACHED MAP (IF APPLICABLE)

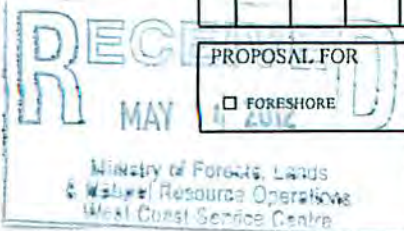
TERM REQUIRED	<input type="checkbox"/> 1 YEAR <input type="checkbox"/> 2 YEARS <input type="checkbox"/> 3 YEARS <input type="checkbox"/> 4 YEARS <input type="checkbox"/> 5 YEARS <input checked="" type="checkbox"/> OTHER Indefinite
---------------	--

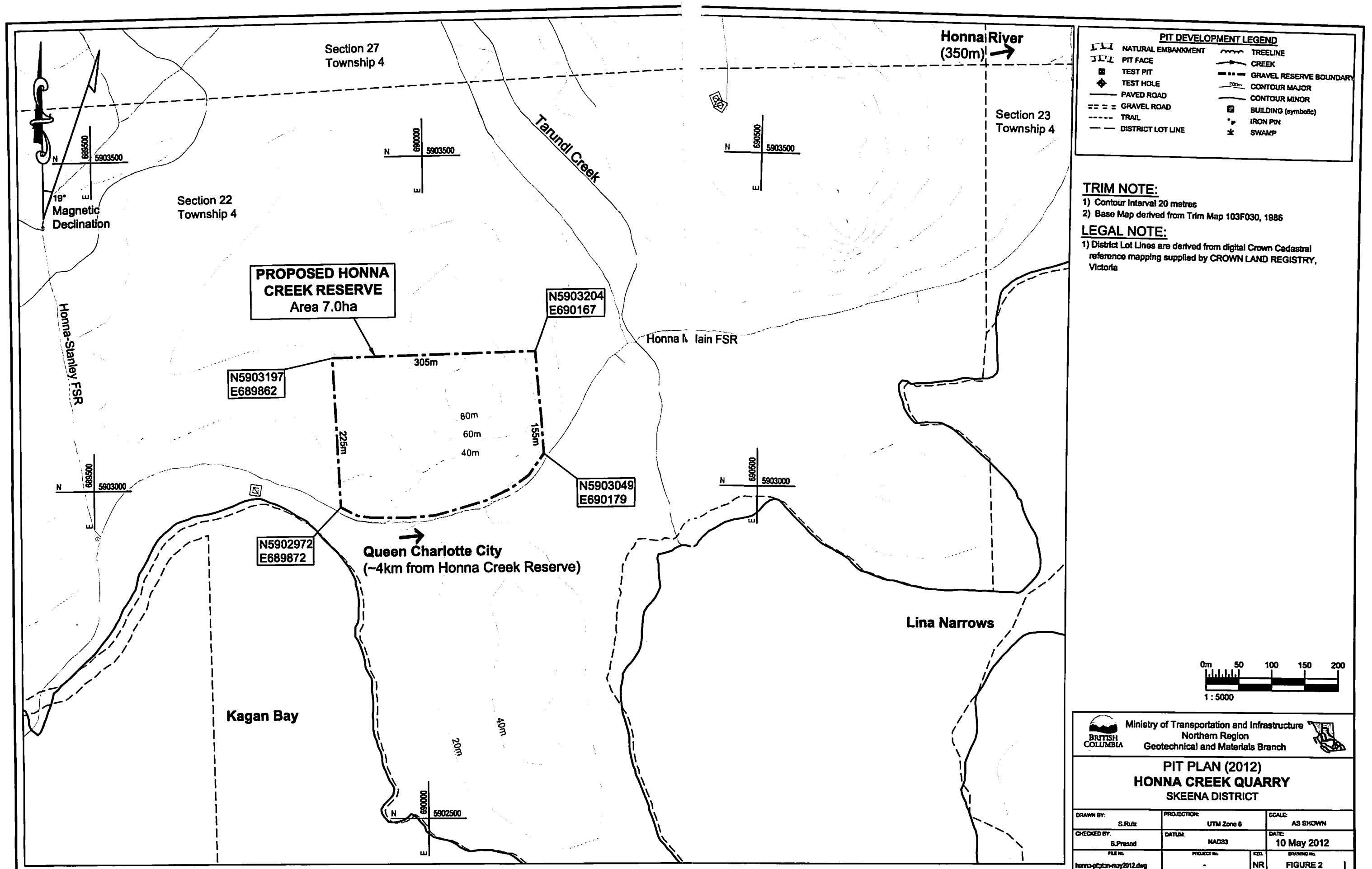
RATIONALE FOR PROPOSAL  
To secure a Section 16 Map Reserve on behalf of the Ministry of Transportation & Infrastructure (MOTI). The reserve is required to meet the current and long term rip rap and other aggregate product demands for the maintenance, rehabilitation, & protection of the Hwy 16 infrastructure on Haida Gwaii.

PROPOSAL IMPACT ON EXISTING OR POTENTIAL LAND USE  
The rock from this source meets MOTI's specification requirements for rip rap and as a result, MOTI has previously utilized this site for the source of rip rap that was used in the 2004 emergency repairs of Hwy 16 in the vicinity of Tellel. Other rock sites for the production of suitable quality rip rap are not readily available on Haida Gwaii.  
(ATTACH SEPARATE SHEET IF NECESSARY)

AGENCY AUTHORIZATION May 14, 2012 DATE  
Signature: *Satish Prasad* SIGNATURE  
Regional Aggregate Resource Manager TITLE

FOR OFFICIAL USE ONLY	DATE RECEIVED DAY MONTH YEAR	FILE NO.	ADMINISTRATIVE REGION	LAND INSPECTION REQUIRED <input type="checkbox"/> YES <input type="checkbox"/> NO
	PROPOSAL FOR <input type="checkbox"/> FORESHORE <input type="checkbox"/> OTHER	LAND IN <input type="checkbox"/> PLANNED AREA <input type="checkbox"/> UNPLANNED AREA <input type="checkbox"/> PROV. FOREST	ESTIMATE OF LAND VALUE \$	







## Referral Memo

**Date:** August 8, 2014  
**To:** SQCRD Board  
**From:** Morganne Barthel, Planning Intern

**Regarding:** Crown Land Industrial Application Request # 71224151 - 003

**Location:** Part of District Lot 997 within Queen Charlotte District.

**Deadline for response:** Response to the Province due August 10<sup>th</sup>, 2014  
 Extension granted to the following week.

### Summary of the Referral:

Applicant: Port Clements

### Lands Authorization:

Tenure Type: Industrial Crown Grant

Purpose: Future expansion related to the barge facility and to provide other opportunities for economic development.

Size: 5.4543Ha +/-

Term: Indefinite

**Comments from APC or Other Agencies:** No comments received from APC as of Thursday, July 31, 2014.

**Staff Comments:** N/A

### Attachments:

1. Summary 2 pages
2. Maps 2 pages



## **Project Overview**

The Village of Port Clements continues to work towards the development of an industrial barge facility and cargo storage area in the Industrial Park in Port Clements. This application is for additional lands across the road from land recently acquired from Crown (folio #20080700 – Crown Grant #591/1375 completed December 19, 2013) to allow for future expansion related to the barge facility and provide other opportunities for economic development.

Port Clements is centrally located on Graham island providing easy access from the barge facility to the other communities on island to help minimize trucking costs (economic and carbon reduction considerations). In addition, Masset Sound, the body of water the barge would be located in, has quite protected waters and would provide potentially the best location on the islands for this type of development. There are currently no barge facilities on island which are operable at all tide levels and which are designed specifically for barge discharge and loading. Most facilities are rudimentary “beach” landing style facilities.

Port Clements, along with the Village of Masset and Queen Charlotte Village were all offered \$250,000 in Crown Land. Under this program/promise Port Clements has already acquired Block D in the Industrial Park (referenced above) with an estimated value of \$87,519.00. The land we are applying for in this application we estimate to be valued around \$150,000 which is within the balance left to us under this program/promise of \$162,481.00.

## **Project Description**

The land being applied for is ideally located to accommodate expansion should the barge facility project move forward. At this point there are no immediate plans for development of this site but it is felt by Council that it is prudent to obtain ownership to keep options open as the facility is developed and evolves.

Currently electrical and telecommunication services are provided up to and beyond the lot under consideration. The site under consideration is undeveloped and would need to be cleared, leveled and road access to the Industrial Park Road built. At this point in the process potable water and sewer facilities are not required. If this project would grow in the future to require office space on site then the site would need to be upgraded to accommodate that situation.

## **Environmental Considerations:**

The lot is currently covered with trees and brush so it would eventually be cleared and a road access would need to be constructed. At this point there are no plans for the construction of any buildings on site.

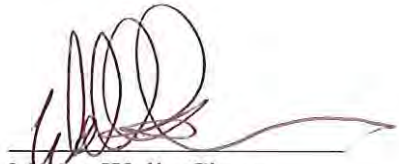
## **Socio-Community Considerations:**

This project is in line with existing zoning as the area under consideration is currently zoned Heavy Industrial. Per the Village of Port Clements' zoning Bylaw #184, the following is a list of possible uses for Heavy Industrial:

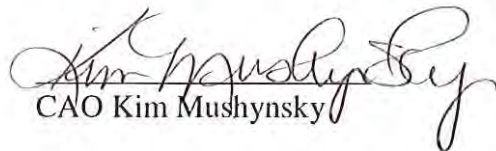
Heavy Industrial – automobile sales and service, any type of manufacturing (incl. but not limited to sawmills, junk yards, gravel extraction and storage yards), warehousing, fuel storage, transportation depots, veterinary, single family dwelling.

This project will have no Public Health impacts and has specifically been identified in its current location to ensure that there is minimal negative impact on the Village of Port Clements' citizens. This project does not require sewer or water services to be successful so it will not create a draw on these resources for the Municipality. The positive socio-community impacts of this project are economic development for the community creating jobs and having spin-off benefits for existing business owners in Port Clements (groceries, meals, fuel) due to the increased traffic to the periphery of Port Clements.

Signed this 24<sup>th</sup> day of June, 2014 in the Village of Port Clements



Mayor Wally Cheer



CAO Kim Mushynsky





iMapBC Mapping

### Legend

(1:20,000) Water - Rivers, C etc.

FCODE

- Canal
- Dam
- Dam - Beaver
- Ditch
- Falls
- Flume
- Rapids
- River or Stream - Definite
- River or Stream - Dry
- River or Stream - Indefinite
- River or Stream - Left Bank
- River or Stream - Right Bank

0 1.02 2.03 km

1: 50,000

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CAUTION: Maps obtained using this site are not designed to assist in navigation. These maps may be generalized and may not reflect current conditions. Uncharted hazards may exist. DO NOT USE THESE MAPS FOR NAVIGATIONAL PURPOSES.

Datum: NAD83

Projection: NAD\_1983\_BC\_Environment\_Albers

### Key Map of British Columbia





# Crown grant application June 2, 2014



Coordinates are in NAD83 BC Albers

RD	Shape #	Id	X	Y
0	Point	1	594124.5305	983464.1276
1	Point	2	594382.229801	983442.326687
2	Point	3	594405.908288	983719.170832
3	Point	4	594255.955745	983731.996861
4	Point	5	594243.1947	983572.6505
5	Point	6	594133.8854	983581.3751

## Daniel Fish

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**From:** Evan Putterill <eputterill@gmail.com>  
**Sent:** Friday, August 01, 2014 10:02 AM  
**To:** Joan Merrick (SQCRD); Daniel Fish  
**Subject:** Sandspit Tsunami Evacuation Site  
**Attachments:** SANDSPIT Proposed Emerg Evac Site 2007 orthos 20140510.pdf;  
Sandspit\_Proposed\_EmergEvacSite\_20140510.zip; SANDSPIT Proposed Emerg Evac Site  
2011 orthos 20140510.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi Joan,

Can you please include this request/map in our upcoming board meeting package.

MIMC has funding for a tsunami evacuation site in Sandspit; however, the current license of occupation held by the SQCRD is not suitable for the site as it is approximately 1km up a logging road that would need to be re-developed and maintained at great cost.

MIMC has been working along with emergency planning/response volunteers in Sandspit and we have mapped a proposed area for the site which can be seen in the attached maps.

The request is that the RD task their planning department to obtain permits (license of occupation for the FLTC area and park use permit for the BC Parks area) from the province to allow for the site to be developed.

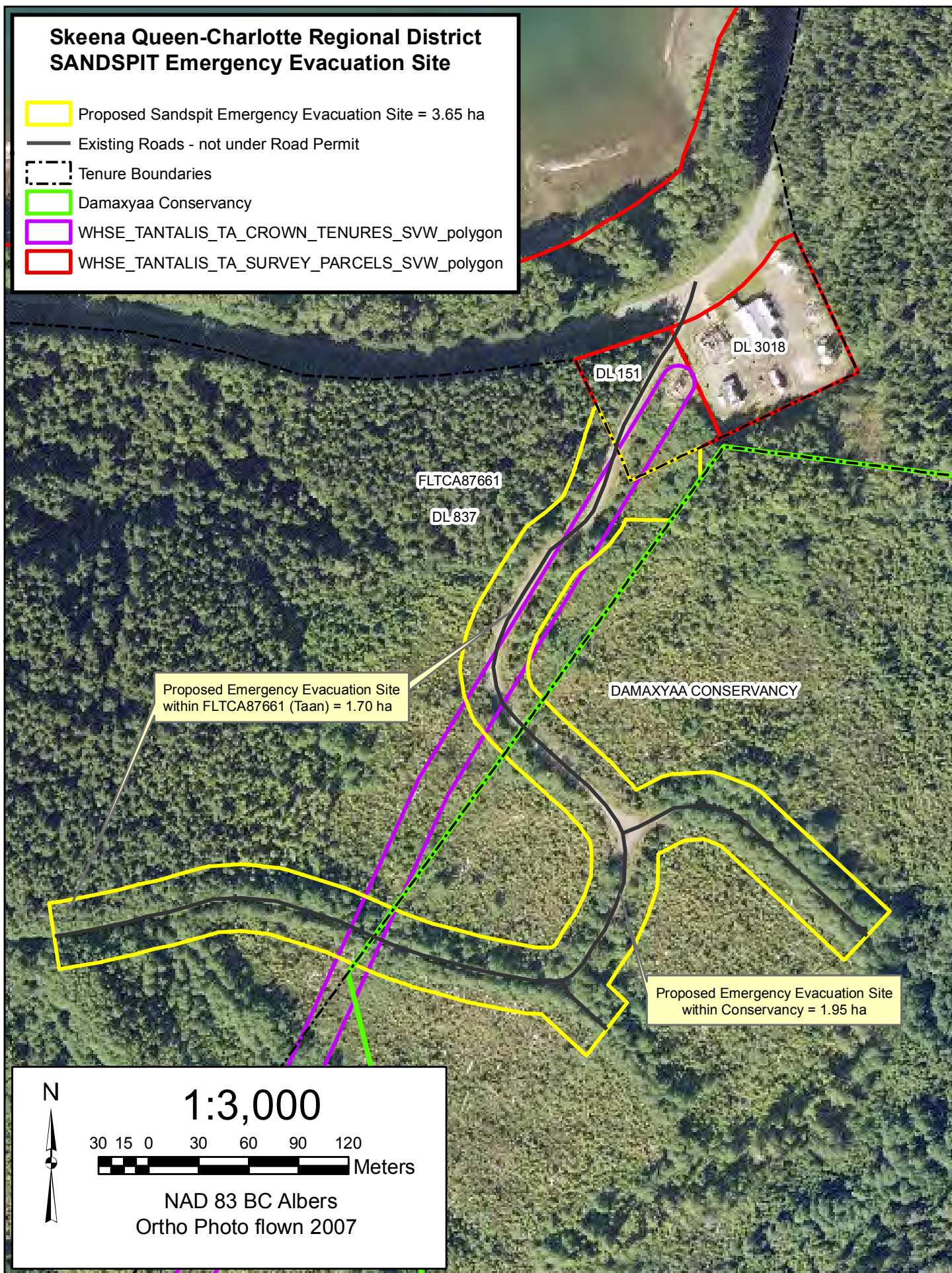
I have had preliminary meetings with BC Parks and Ministry of Forests staff and I would be happy to pass on the information from those meetings as well as assist staff in outlining the management plan for the area.

Regards,

**Evan Putterill**  
Cell: 250-637-1443

# Skeena Queen-Charlotte Regional District SANDSPIT Emergency Evacuation Site

- Proposed Sandspit Emergency Evacuation Site = 3.65 ha
- Existing Roads - not under Road Permit
- Tenure Boundaries
- Damaxyaa Conservancy
- WHSE\_TANTALIS\_TA\_CROWN\_TENURES\_SVW\_polygon
- WHSE\_TANTALIS\_TA\_SURVEY\_PARCELS\_SVW\_polygon





# Skeena Queen-Charlotte Regional District SANDSPIT Emergency Evacuation Site

- Proposed Sandspit Emergency Evacuation Site = 3.65 ha
- Existing Roads - not under Road Permit
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