



## FRASER BASIN COUNCIL SOCIETY

### 3<sup>rd</sup> Party Funding Agreement

This AGREEMENT made as of the 1<sup>st</sup> day of April 2023,

**BETWEEN: FRASER BASIN COUNCIL**

(the “FBC”) 1<sup>ST</sup> Floor, 470 Granville Street, Vancouver BC V6C 1V5

**AND: MUSKWA-KECHIKA ADVISORY BOARD**

(the “M-KAB”) Stephanie Killam, Chair, (250) 997-6831

is for the financial administration of \$75,000 to support the activities of the Muskwa-Kechika Advisory Board, as per the Government Transfer-Shared Cost Arrangement **TP20FSJ0010**

The parties to this Agreement agree as follows:

**APPOINTMENT:** The M-KAB must carry out and complete the Project described in Government Transfer-Shared Cost Arrangement - **TP20FSJ0010** and may use the funding provided only for the purpose specified in FBC/MKAB Schedule 1 (Statement of Work).

**DELIVERABLES:** As per FBC/MKAB Schedule 2.

**REPORTING:** As per Government Transfer-Shared Cost Arrangement - **TP20FSJ0010**.

**TERM OF AGREEMENT:**

This agreement will be in effect **April 1, 2023**, through to **March 31, 2024**, and renewable upon agreement of both parties.

This Agreement between FBC and M-KAB will align with the **Government Transfer-Shared Cost Arrangement - TP23LNE010**.

## **ADDITIONAL TERMS:**

FBC will administer the project for a rate of 8% per annum plus GST and any tax related rebates on expenses, invoiced quarterly and submitted to the Executive of the M-KAB for approval.

The M-KAB through its Executive will approve expenditures and submit approved invoices on a monthly basis for payment by FBC against the account code established for the M-KAB.

The M-KAB has authorized its Executive to approve expenditures against this funding, which will include but not be limited to:

- M-KAB members travel claims (reviewed and approved by M-KAB Secretariat).
- Travel claims/honorariums for those approved by the M-KMA Chair or Executive to attend MKAB meetings and conferences. These will be submitted to the M-KAB Secretariat and forwarded to FBC for payment.
- M-KAB Secretariat support services – monthly invoices (approved by M-KAB Chair).
- Meeting room and catering costs for M-KAB meetings and functions (approved by the M-KAB Secretariat).
- Other expenditures consistent with the M-KAB legislated mandate for communication activities (web site host and maintenance and other communication outlets), and project work as directed by the M-KAB through its Executive. Approval for expenditures will be recorded in the M-KAB/Executive meeting minutes and provided to FBC for their records in being administrators for these funds.

Further:

1. The monies are to be spent only as specified above, directed by the M-KAB and its Executive and approved by the M-KAB Chair in advance of the expenditure. Approval can be done electronically.
2. Nothing in this agreement would preclude the M-KAB securing other funding for its operation over the course of the year and being able to have funds be deposited into this account with FBC.
3. FBC assumes no liability for loss, injury or damage suffered or caused as a result of establishing and administration of this account or any work directed by the M-KAB in their use of these funds.

**TRAVEL APPROVAL REQUIREMENTS:**

Travel claims for Board members will be equivalent with current provincial government rates.

The M-KAB Secretariat will deal with all travel claims for the M-KAB (the Executive will preapprove travel for invited guests prior to meetings) and submit them to FBC for payment.

**CAPITAL COST ITEMS:**

The funds for this project will not be used to purchase capital cost items.

**LIAISON:**

The M-KAB will provide detailed contact information on the M-KAB Executive and their Secretariat to FBC to ensure contact will be maintained between the two parties.

**ASSIGNMENT AND SUB-CONTRACTING:**

FBC must not, without the prior, written consent of the M-KAB

- (a) Assign, directly or indirectly, this Agreement or any right of FBC under this Agreement; or
- (b) Sub-contract any obligation of FBC under this Agreement.

No sub-contract entered by FBC relieves FBC from any of its obligations under this Agreement or imposes onto M-KAB any obligation or liability arising from it.


**ACCEPTANCE:**

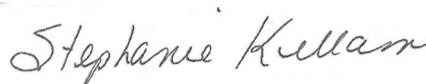
If the above conditions are acceptable, please indicate by signing and returning to FBC, the two originals of this Agreement. One of the originals will be provided for your files upon signing by the Fraser Basin Council Society.

IN WITNESS WHEREOF each of the Parties has executed this Agreement on the date first above written.

**Fraser Basin Council Society**

**Muskwa-Kechika Advisory Board**

Per: 

  
Per: \_\_\_\_\_

Date: June 20, 2023

Date: June 7, 2023

David Marshall  
Chief Executive Officer  
Fraser Basin Council Society

Stephanie Killam  
Chair  
Muskwa-Kechika Advisory Board

## **FBC/MKAB SCHEDULE 1 – Statement of Work**

1. Provide meaningful advice on natural resource management within the M-KMA and this advice once finalized would be posted on the M-KMA website.
2. Provide recommendations on and support the development of the new land use planning processes that align with the Treaty 8 First Nations signed agreements, as of January 2023.
3. Provide recommendations regarding the Kaska Dena proposed Indigenous Protected and Conserved Area (IPCA) which has significant overlap with the MKMA, and
4. Provide recommendations on opportunities for efficiencies and alignment between future land use planning in Northeast British Columbia and other overlapping land use initiatives in the MKMA.

## **FBC/M-KAB SCHEDULE 2 – Deliverables and Budget Estimates**

(associated to the Government Transfer-Shared Cost Arrangement TP23LNE010 between MWLRM and FPC)

<b>DELIVERABLES</b>	<b>ACTIVITIES</b>	<b>BUDGET</b>
<ul style="list-style-type: none"><li>• Board Support (Secretariat professional fees)</li></ul>	<ul style="list-style-type: none"><li>• Draft M-KAB Natural Resource Management Advice for the Ministry and submit by March 31, 2024.</li><li>• Provide support for other Board requests as needed, such as Fall Annual Board meeting</li></ul>	\$8,000
<ul style="list-style-type: none"><li>• Executive Support (Secretariat professional fees)</li></ul>	<ul style="list-style-type: none"><li>• Provide support for Executive requests as needed such as Monthly Executive meetings, implementing action items, and finalizing Premier's Report</li></ul>	\$16,000

<ul style="list-style-type: none"> <li>• Communications and Ministry Engagement W.G. (Secretariat professional fees)</li> </ul>	<ul style="list-style-type: none"> <li>• Meet regularly with Ministry staff to continue to improve communications between the Advisory Board and Parent Ministry, and other Government Natural Resource Management Ministries.</li> </ul>	\$5,000
<ul style="list-style-type: none"> <li>• Board Membership and Composition W.G. (Secretariat professional fees)</li> </ul>	<ul style="list-style-type: none"> <li>• Recruit and fill vacant Advisory Board appointments following the Board appointment/re-appointment procedures</li> </ul>	\$1,000
<ul style="list-style-type: none"> <li>• Update the Board's Strategic Direction and Operational Business Plan that reflects Government's direction and the Board's priorities for a period of 3 years (Secretariat professional fees)</li> </ul>	<ul style="list-style-type: none"> <li>• Finalize an updated Strategic Direction and Operational Business Plan that reflects Government's direction and the Board's priorities by June 30, 2023, and submit to the Ministry for information.</li> </ul>	\$5,000
<ul style="list-style-type: none"> <li>• Engage with the Treat 8 Nations within the M-KMA and the Ministry and provide on and support the development of the new land use planning processes (Secretariat professional fees)</li> </ul>	<ul style="list-style-type: none"> <li>• Engage with the Treaty 8 First Nations (Fort Nelson, Blueberry River, Halfway River and Prophet First Nations) in individual face-to-face or Zoom meetings to better understand their LUP aspirations.</li> <li>• Participating with the Ministry in providing recommendations in the development of these LUPs.</li> </ul>	\$15,000
<ul style="list-style-type: none"> <li>• Engage with Kaska Dena First Nation within the M-KMA and the Ministry and provide on and support the development of the new IPCA (Secretariat professional fees)</li> </ul>	<ul style="list-style-type: none"> <li>• M-KAB Executive to engage with the Kaska Dena First Nation in a face-to-face or Zoom meeting to better understand their IPCA aspirations.</li> <li>• Participating with the Ministry in providing recommendations in the development of Kaska Dena FN's IPCA</li> </ul>	\$5,000

<ul style="list-style-type: none"> <li>• Annual Fall Board Meeting in Victoria (2023/24)</li> <li>• Strategic discussions, information sharing, engage with Minister, etc.</li> </ul>	<ul style="list-style-type: none"> <li>• Travel costs and meeting room expenses for M-KMA Advisory Board and Secretariat</li> </ul>	\$15,000
<ul style="list-style-type: none"> <li>• Four in-person meetings with Treat 8 FNs</li> </ul>	<ul style="list-style-type: none"> <li>• Travel costs and meeting room expenses for M-KMA Chair and Secretariat</li> </ul>	\$10,000
<ul style="list-style-type: none"> <li>• One in-person meeting with Kaska Dena FN</li> </ul>	<ul style="list-style-type: none"> <li>• Travel costs and meeting room expenses for M-KAB Chair and Secretariat</li> </ul>	\$10,000
<ul style="list-style-type: none"> <li>• Fixed Costs - Chair's honorarium, web site support, videoconferencing, F B C Administration Fees (8%) - (2023/24)</li> </ul>	<ul style="list-style-type: none"> <li>• Delivery and administration of the M-KAB</li> </ul>	\$15,000
<b>2023/2024 TOTAL BUDGET PROJECTION</b>		<b>\$105,000</b>
<b>2023/2026 TOTAL BUDGET PROJECTION (\$75,000/year for 2024-26)</b>		<b>\$255,000</b>